



REGULAR MEETING OF COUNCIL
Tuesday, February 11, 2020 @ 3:30 PM
George Fraser Room, Ucluelet Community Centre,
500 Matterson Drive, Ucluelet

AGENDA

	Page
1. CALL TO ORDER	
2. ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORY	
Council would like to acknowledge the Yuułu?if?ath First Nation, on whose traditional territories the District of Ucluelet operates.	
3. NOTICE OF VIDEO RECORDING	
Audience members and delegates are advised that this proceeding is being video recorded and broadcast on YouTube.	
4. ADDITIONS TO AGENDA	
5. APPROVAL OF AGENDA	
6. ADOPTION OF MINUTES	
6.1. January 28, 2020 Regular Minutes	5 - 10
2020-01-28 Regular Minutes	
7. UNFINISHED BUSINESS	
8. MAYOR'S ANNOUNCEMENTS	
9. PUBLIC INPUT, DELEGATIONS & PETITIONS	
9.1 Public Input	
9.2 Delegations	
• Lilly Woodbury, Surfrider Pacific Rim	
Re: Cut the Cutlery and Forget the Foam Campaign	
Surfrider - Cut the Cutlery Forget the Foam - Delegation Form	
11	
10. CORRESPONDENCE	
10.1. Invitation to West Coast Land Stewardship Corridor initiative led by West Coast First Nations and Partners	13 - 15
<i>Bob Hansen, Member of the Iisaak Sin Hay Tiic? Network, Director of the Co-existing with Carnivores Alliance</i>	
C-1 West Coast Land Stewardship Corridor Invitation and Background	
10.2. MOTI Oceans Protection Plan Places of Refuge Initiative	17 - 22

Captain David Kyle, Place of Refuge Initiative Lead, Oceans Protection Plan

[C-2 MOTI Oceans Protection Plan Places of Refuge Initiative](#)

- | | | |
|-------|---|---------|
| 10.3. | Clayoquot Biosphere Trust (CBT) Request for Budget Support for NEST Initiative
<i>Rebecca Hurwitz, Executive Director, CBT</i>
C-3 CBT Request for Budget Support for NEST Initiative | 23 - 29 |
|
 | | |
| 11. | INFORMATION ITEMS | |
|
 | | |
| 11.1. | Highway 4 Kennedy Hill Safety Improvements Traffic Interruptions Update
<i>Erin Pomeroy, EAC Project Coordinator</i>
I-1 2020-02-07 HWY 4 Kennedy Hill Traffic Interruptions Update | 31 - 32 |
|
 | | |
| 12. | COUNCIL COMMITTEE REPORTS | |
|
 | | |
| 12.1 | Councillor Marilyn McEwen
<i>Deputy Mayor January 2020 - March 2020</i> | |
| 12.2 | Councillor Lara Kemps
<i>Deputy Mayor April - June 2020</i> | |
| 12.3 | Councillor Jennifer Hoar
<i>Deputy Mayor July - September 2020</i> | |
| 12.4 | Councillor Rachelle Cole
<i>Deputy Mayor October - December 2020</i> | |
| 12.5 | Mayor Mayco Noël | |
|
 | | |
| 13. | REPORTS | |
|
 | | |
| 13.1. | Ucluelet Economic Development Strategy Progress Report
<i>Mark Boysen, Chief Administrative Officer</i>
R-1 Ucluelet Economic Development Strategy Progress Report | 33 - 37 |
| 13.2. | Ucluelet Health Centre Update Verbal Report
<i>Consultant's Report</i> | |
| 13.3. | Cheque Listing - January 2020
<i>Nicole Morin, Corporate / Planning Clerk</i>
R-3 Cheque Listing January 2020 | 39 - 42 |
| 13.4. | Resolution Tracking - January 2020
<i>Nicole Morin, Corporate / Planning Clerk</i>
R-4 Resolution Tracking January 2020 | 43 - 46 |
| 13.5. | West Coast Multi-Use Path Extension
<i>Bruce Greig, Manager of Community Planning</i>
R-5 West Coast Multi Use Path Extension | 47 - 67 |
|
 | | |
| 14. | LEGISLATION | |
|
 | | |
| 14.1. | Bylaw No. 1266, 2020 Single-Use Item Regulation
<i>Nicole Morin, Corporate / Planning Clerk</i>
L-1 Single-Use Item Bylaw No.1266 | 69 - 77 |
|
 | | |
| 15. | OTHER BUSINESS | |

- Additional matters and new items for information purposes

16. QUESTION PERIOD

17. ADJOURNMENT

DISTRICT OF UCLUELET
MINUTES OF THE REGULAR COUNCIL MEETING
HELD IN THE GEORGE FRASER ROOM, 500 MATTERSON DRIVE
Tuesday, January 28, 2020 at 3:30 PM

Present: **Chair:** Mayor Noël
 Council: Councillors Cole, Hoar, Kemps, and McEwen
 Staff: Mark Boysen, Chief Administrative Officer
 Donna Monteith, Chief Financial Officer
 Bruce Greig, Manager of Community Planning
 Brent Ashon, Bylaw Officer
 Nicole Morin, Corporate/Planning Clerk

Regrets:

1. CALL TO ORDER

1.1 Mayor Noël called the meeting to order at 3:30 PM.

2. ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORY

Council would acknowledged the Yuułu?iŋ?ath First Nation, on whose traditional territories the District of Ucluelet operates.

3. NOTICE OF VIDEO RECORDING

Audience members and delegates were advised that this proceeding is being video recorded and broadcast on YouTube.

4. ADDITIONS TO AGENDA

4.1 Addition to the Agenda Item No 11.1 Information Items

a. Add Press Release Spring Cove and the Safe Harbour Trail.

5. APPROVAL OF AGENDA

5.1 January 28, 2020 Regular Agenda

2020.008.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Kemps**
THAT Council approve the January 28, 2020 Regular Agenda as amended.

CARRIED.

6. ADOPTION OF MINUTES

6.1 January 14, 2020 Regular Minutes

Council noted the following errors:

- Page 7 - Councillor Cole did not move recommendation 2 of item 12.1 as she had recused herself. Make correction to Councillor Kemps.
- Page 3 - typo change "from" to "form" in Black Rock delegation.

2020.009.REGULAR **It was moved by Councillor Hoar and seconded by Councillor Cole**

THAT Council approve the January 14, 2020 Regular Minutes as amended.

CARRIED.

7. UNFINISHED BUSINESS

7.1 There was no unfinished business.

8. MAYOR'S ANNOUNCEMENTS

8.1 Mayor Noël noted:

- Thank you to residents for being community-minded during the recent Highway 4 Road Closure.
- Thank you to the Ministry of Transportation and road contractors for their communication and efforts in getting the road reopened so promptly.
- Expecting to have an update from the Ministry about the cause of the road closure and the projected project completion date.
- Reminder for everyone to have their 72-hour kit ready in case of an emergency.

9. PUBLIC INPUT AND DELEGATIONS

9.1 Public Input

There was no public input.

10. CORRESPONDENCE

10.1 UBC Rural Evidence Review Project Follow-Up

2020.010.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Kemps**

THAT Staff disburse the UBC Rural Evidence Review and associated surveys through Ukee Mail.

CARRIED.

10.2 Clayoquot Biosphere Trust Grant Announcement

2020.011.REGULAR **It was moved by Councillor Kemps and seconded by Councillor Cole**

THAT Staff distribute the Clayoquot Biosphere Trust grant announcement through Ukee Mail and the "Societies" email group.

CARRIED.

11. INFORMATION ITEMS

11.1 Press Release - Spring Cove and the Safe Harbour Trail

Mark Boysen, Chief Administrative Officer, spoke to the press release noted that it was presented to Council as a point of notice.

Council noted the timeliness of the press release and the importance of transparency in their decisions.

12. COUNCIL COMMITTEE REPORTS

12.1 Councillor Marilyn McEwen

Deputy Mayor January - March 2020

Jan 18 - Councillor McEwen attended Vancouver Island Regional Library AGM, noted that the focus has shifted to ownership versus tenancy with new facilities being built as replacement is needed. She also noted that libraries have become technology hubs, with creativity commons included in renovated/new facilities.

12.2 Councillor Lara Kemps

Deputy Mayor April- June 2020

Councillor Kemps had nothing to report.

12.3 Councillor Jennifer Hoar

Deputy Mayor July - September 2020

Councillor Hoar had nothing to report.

12.4 Councillor Rachelle Cole

Deputy Mayor October - December 2020

Councillor Cole attended the following:

Jan 15 - Forest Glen Senior's Lunch which continues to have a fabulous participant and volunteer turnout.

Jan 15 - Ucluelet Emergency Network

Jan 22 - ACRD Meeting where she discussed the possibility of Ucluelet having a vote in upcoming development permit applications. She noted that she also received feedback that the current Tofino Bus stop location is very exposed to weather and inconveniently located downhill from the Coop.

12.5 Mayor Mayco Noël

Jan 20 - attended with Council, the Joint Ucluelet/Tofino Council

Meeting and the afternoon session with representatives from ACRD and local First Nations. He noted that cellular coverage for Highway 4 was found to be a priority for all representatives.

13. REPORTS

13.1 Board of Variance Member Appointees

John Towgood, Planner 1

2020.012.REGULAR **It was moved by Councillor Hoar and seconded by Councillor Cole**

THAT Council reappoint Leif Hagar, Matt Harbidge and Erik Larsen to serve on the Board of Variance for a three-year term.

CARRIED.

14. LEGISLATION

14.1 Building Infractions and Zoning Bylaw Amendment for 2088 Peninsula Road

John Towgood, Planner 1

Bruce Greig, Manager of Community Planning spoke to the report. He noted the following:

- Property is currently zoned for motel usage. The business license was revoked when Staff become aware of property being used for multi-family residential purposes not as a motel.
- In October Staff observed that construction without permits was taking place on the property and in November Staff followed up with a site inspection and a meeting with the residents. Staff has communicated with both owners and residents in an effort to keep communications consistent.
- Bylaw has been drafted for Council's review, recognizing the situation and the importance of multifamily housing in Ucluelet, which would if passed zone the property for multifamily residential.
- Owners have an opportunity at this meeting to appeal the business license revocation if they wish to do so.
- Section 57 can be put on title that would allow a potential purchaser who is exercising due diligence on the property to become aware of the notice on title and investigate further. If work is completed and the owners are able to gain their occupancy permit the Section 57 can be removed from title.
- Owner's have an opportunity at this meeting to speak to the Section 57 if they wish to do so.

There were no question or comments from Council at this point, and the owner was invited to speak.

Glen Kaikonnen, resident and owner, spoke in support of the actions recommended by Staff, noting that it is a good idea and he is appreciative of all the work done by Staff to move this forward. He noted that he is in agreement with the cancellation of the business license, and noted it is difficult and complicated to run it as a motel, and he would like to have residential zoning.

Residents were invited to speak.

Jared Fenwick, resident, appealed for a longer period of time for landlord to spread the cost of the renovations over a longer period.

Council noted that Staff are working to bring the building into compliance and they can't speak to the timeline required.

2020.013.REGULAR **It was moved by Councillor Cole and seconded by Councillor Hoar**
THAT Council approve recommendation 3 of legislation item, "Building Infractions and Zoning Bylaw Amendment for 2088 Peninsula Road" which states:

3. THAT a Notice pursuant to the authority of Section 57 of the Community Charter be filed in the Land Titles Office against the Title of Lot 8, District Lot 284, Clayoquot Land District, Plan VIP58757; PID 018-743-668; having a civic address of 2088 Peninsula Road.

CARRIED.

2020.014.REGULAR **It was moved by Councillor Cole and seconded by Councillor McEwen**
THAT Council approve recommendation 4 of legislation item, "Building Infractions and Zoning Bylaw Amendment for 2088 Peninsula Road" which states:

4. THAT District of Ucluelet Zoning Amendment Bylaw No. 1262, 2020, be given first and second reading and advanced to a public hearing.

CARRIED.

15. OTHER BUSINESS

15.1 There was no other business.

16. QUESTION PERIOD

Ellen Kimoto, resident, here today to speak to Wild Pacific Trail, wanted to bring a positive option.

She noted that the Kimotos have been living at the Cove since 1949.

Archeology study noted presence of a midden there, and a whaling camp for the Ucluelet First Nations. She wants it to be a part of Ucluelet that people are proud of, and with its history, two things could be possible. Could become a

national museum parkland, like Fort Langley, or it could become part of the Broken Island Group. She expressed the desire for the land to be protected, they would like to plant a seed with the Council and Mayor to think creatively about that part of the world.

Sally Mole, resident, noted the importance of the Rural Health Survey and that she would like to see it distributed to community members.

17. ADJOURNMENT

17.1

Mayor Noël adjourned the meeting at 4:10 PM.

CERTIFIED CORRECT: Minutes of the Regular Council Meeting held on Tuesday, January 28, 2020 at 3:30 pm in the George Fraser Room, Ucluelet Community Centre, 500 Matterson Road, Ucluelet, BC.

Mayco Noël
Mayor

Mark Boysen
CAO



DISTRICT OF UCLUELET

Request to Appear as a Delegation

All delegations requesting permission to appear before Council are required to submit a written request or complete this form and submit all information or documentation by 11:00 a.m. the Wednesday preceding the subsequent Council meeting. Applicants should include the topic of discussion and outline the action they wish Council to undertake.

All correspondence submitted to the District of Ucluelet in response to this notice will form part of the public record and will be published in a meeting agenda. Delegations shall limit their presentation to ten minutes, except by prior arrangement or resolution of Council.

Please arrive by 7:20 p.m. and be prepared for the Council meeting. The Mayor (or Acting Mayor) is the chairperson and all comments are to be directed to the chairperson. It is important to address the chairperson as Your Worship or Mayor St. Jacques.

The District Office will advise you of which Council meeting you will be scheduled for if you cannot be accommodated on your requested date. For more information contact the District Office at 250-726-7744 or email info@ucluelet.ca.

Requested Council Meeting Date: February 11th, 2020

Organization Name: Surfrider Pacific Rim

Name of person(s) to make presentation: Lilly Woodbury

Topic: Amending Single-Use Plastic Regulation to include bans on plastic cutlery and polystyrene

Purpose of Presentation: Information only
 Requesting a letter of support
 Other (provide details below)

Please describe:

In this delegation, we will be presenting on our new campaign: Cut the Cutlery and Forget the Foam. We are working with businesses in Tofino and Ucluelet to assist them in voluntarily eliminating plastic and bioplastic cutlery and polystyrene takeaway containers and cups. So far, we have had immense success, and we will be running the campaign until World Water Day, March 22nd, 2020. To complete this campaign, we are asking that both the District of Tofino and District of Ucluelet amend their Single-Use Plastics Regulation to ban plastic cutlery and polystyrene containers, which we will support in the same capacity as we did for plastic straws and bags.

Contact person (if different from above): _____

Telephone Number and Email: lwoodbury@canada.surfrider.org

Will you be providing supporting documentation? Yes No

If yes, what are you providing?

Handout(s)

PowerPoint Presentation

Note: Any presentations requiring a computer and projector/screen must be provided prior to your appearance date. The District cannot accommodate personal laptops.

RSVP: Invitation to come together to discuss the idea of a West Coast Land Stewardship Corridor initiative led by West Coast First Nations and Partners

Date: Thursday, February 27th, 2020

Time: 09:00 am – 3:00 pm

Location: Hitacu, Ucluelet First Nation – specific meeting place address to follow

Lunch and breaks generously provided by the Yuułuʔiłʔatḥ Government - Ucluelet First Nation

Nitya Harris, Chair of the Coexisting with Carnivores Alliance recently presented the concept of a Coastal Land Stewardship Corridor at a meeting of the Iisaak Sin Hay Tiicʔmis Regional Co-existence Network in Ucluelet and again at a meeting with Chief Gordon Planes, T'Sou-ke First Nation. There was strong interest expressed in bringing together potential West Coast partners to have a more in-depth exploration and discussion.

The following people came together to organize a gathering.

Thank you to Jonquil Crosby, Fisheries and Wildlife Manager and the Yuułuʔiłʔatḥ Government - Ucluelet First Nation for hosting this gathering in Hitacu.

Thank you to Laura Loucks, Clayoquot Biosphere Trust Research Director who will facilitate the meeting.

Thank you to Chief Planes, T'Sou-ke First Nation who will share his thoughts and information on potential resources available both provincially and federally to support just such a collaborative initiative.

Thank you to Nitya Harris for proposing this concept and who will share the example of the Yellowstone 2 Yukon (Y2Y) initiative and information on the current federal fund called "Building Canada's Natural Legacy".

I will present briefly on landscape dynamics on the west coast that may be contributing to human-wildlife conflicts.

The hope for this meeting is to come together to share information and explore a number of questions in a round table discussion. Questions such as:

- Is this a concept worth pursuing?
- What are some potential benefits?
- What are some barriers?
- What are some opportunities?
- Who should be involved?
- What are some potential funding sources?

Please direct your replies to myself at [REDACTED].

Bob Hansen, member of the Iisaak Sin Hay Tiicʔmis Network and a director of the Co-existing with Carnivores Alliance

Some Background:

The Concept of a West Coast Land Stewardship Corridor led by First Nations and Partners

Jonquil Crosby, Manager of Fisheries and Wildlife, Ucluelet First Nation

Nuu-chah-nulth guiding principles:

Creating greater landscape level awareness and cooperation aligns with the Nuu-chah-nulth guiding principles for Hishuk'ish tsawalk (interconnectedness), Uu-a-thluk (the responsibility to take care of), and lisaak (respect for all things living and non-living). As urban development and resource extraction increase, recognizing areas that are ecologically sensitive, culturally important and of value to wildlife (i.e. corridors) is pertinent to the health and longevity of ecosystems.

Nitya Harris, Chair of the Co-existing with Carnivores Alliance

We know that our relationship with the natural world is out of balance, and that the climate is changing. Species are going extinct a thousand times faster than they would in the absence of human impact and that we could lose 50% of the species by the end of this century. It is now known that these extinctions can be minimized by protecting large connected areas that serve as habitat and travel corridors for wildlife.

We, on Vancouver Island still have a possibility of protecting large landscapes that are necessary to ensure plant and animal health — all of which leads to greater health of people. There are many challenges to fostering and protecting the health of this landscape - rural subdivisions, outward growth of communities, on-going impacts of past forestry practices, declining salmon returns, increasing human-wildlife conflicts. There are also tracts of relatively undisturbed landscape on the island and options for managing altered areas.

The Vision is to have a First Nations driven Land Stewardship Corridor from the tip to the top of Vancouver Island. The first step to this Vision is to have a corridor along the west coast.

The purpose of the meeting is to share information and explore the idea of a "West Coast Land Stewardship Corridor" where First Nations and partners work collaboratively to restore and protect the health of the landscape between the ocean and the mountains along the West Coast of Vancouver Island from the territory of the T'Sou-ke First Nation to the Hesquiaht First Nation in Clayoquot Sound.

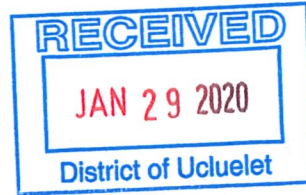
There has been much work done by many First Nations, government and organizations to identify and protect lands for many values in this area. But there has been nothing done to ensure that all these landscapes are connected so that there is large contiguous corridor up and down the west coast.

The Yellowstone to Yukon (Y2Y) Conservation Initiative is an example of what may be possible. See: (<https://y2y.net/about/>)

As Chair of the Co-existing with Carnivores Alliance I co-hosted a session along with Harvey Locke, Y2Y co-founder at the University of Victoria. In that session I proposed the need for a similar initiative for the coastal areas of BC up to Alaska.

More recently the concept has been proposed at a meeting of the Iisaak Sin Hay Tiic?mis Coexistence Network in Ucluelet and in discussions with Chief Gordon Planes, T'Sou-ke First Nation. There was strong interest expressed in both forums leading to the proposal of this meeting on February 27th.

There is a sense that there is an urgency here and that the timing is right for a collective discussion of this concept of a West Coast Land Stewardship Corridor.



District of Ucluelet
PO Box 999
Ucluelet, BC V0R 3A0

Your file Votre référence
Our file Notre référence
RDIMS #16151917

Attention: Mayor Mayco Noël

January 23, 2020

Dear Mayor Noël;

As you are aware, Transport Canada is the lead agency for several important initiatives under the Government of Canada's Oceans Protection Plan, the largest investment the Government of Canada has ever made to protect our coasts and waterways. I write today about the Places of Refuge (POR) initiative, which seeks to establish marine locations where a ship in need of assistance can take action to stabilize its condition while protecting human life and the environment, and reducing hazards to navigation. At this time, Transport Canada has identified a need to identify suitable POR on the west coast of Vancouver Island (WCVI).

Work in the WCVI area will build on POR planning work undertaken in the Haida Gwaii region (2015-2017) and the Queen Charlotte Strait (2019-2020).

We would like to invite the District of Ucluelet to collaborate in identifying potential POR. Your organization possess local knowledge that would be essential to consider in an incident that might require a POR. Your input will contribute to the development of a regional Annex to the Pacific Region POR Contingency Plan.

Please find enclosed chart extracts indicating draft PORs in Barkley Sound. It is important to note that each of these POR sites will be subjected to detailed review during engagement with First Nations and local communities before being considered for inclusion in the Pacific Region POR Contingency Plan, and may be removed from consideration for environmental, cultural or safety reasons.

The Government of Canada intends to engage with communities and groups, including regional and local governments, First Nations and others in a manner that best reflects their interests. We are reaching out to you, to hear how we can best conduct this engagement.

Proposed Draft Engagement Approach

Transport Canada and our consultant, Nuka Research, are proposing to invite all interested parties to attend one or more workshops in the WCVI area in early 2020 to:

1. Review the Place of Refuge planning and decision-making framework
2. Gather input on potential locations where a ship could be safely anchored
3. Just as importantly, gather input on locations where a ship should not be directed
4. Gather input on area logistical resources and services
5. Gather input on area cultural and environmental areas of concern

-2-

After the information gathering workshops, it is proposed that Transport Canada prepare and circulate a draft POR Contingency Plan for review and comment before finalizing the Plan.

We would be interested in your thoughts on this proposed engagement approach, and we are open to revising the approach if necessary to accommodate any concerns.

Next Steps

We ask that you indicate: 1) whether your organization intends to participate in the POR planning process, and 2) who will be the point of contact on behalf of your organization. Once we have identified all interested parties, we will begin discussion of engagement approach and scheduling meetings and workshops.

I look forward to hearing from you, and working with your community on this important initiative. If you have any questions or concerns, please feel free to reach out to Sinead Deery by e-mail (Sinead.deery@tc.gc.ca) or phone (604-340-9532). We hope to hear from you by February 28, 2020 in order to schedule our workshop in the spring.

Regards,



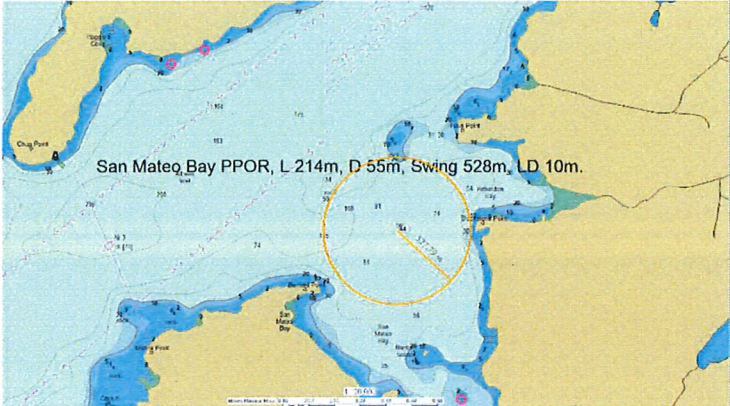
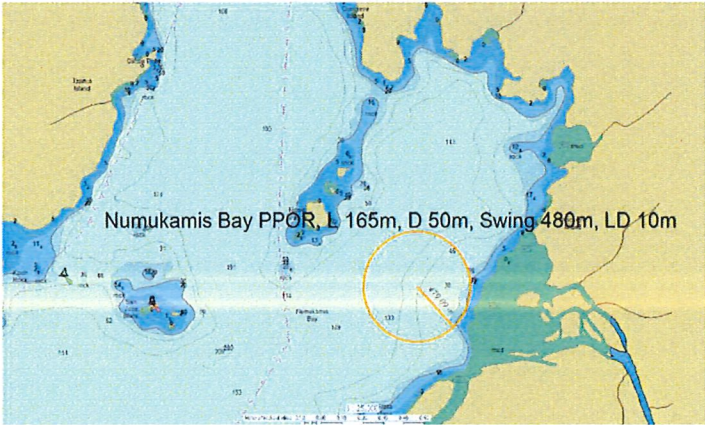
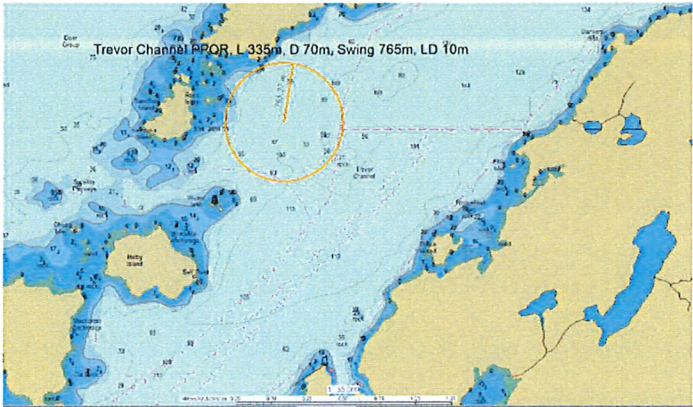
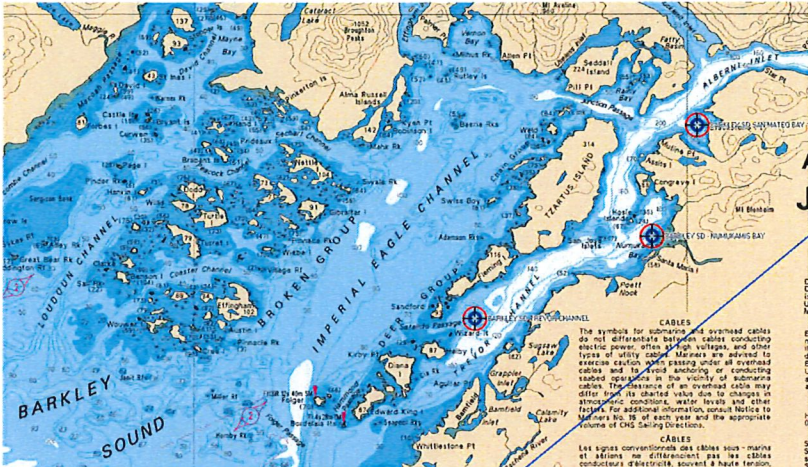
Captain David Kyle,
Places of Refuge Initiative Lead,
Oceans Protection Plan

cc: Cecilia Lei, Director of Engagement, Transport Canada

Enclosure (2)

DRAFT FOR DISCUSSION

Barkley Sound Potential Places of Refuge



Oceans Protection Plan

Places of Refuge Initiative

Background

A place of refuge is a site where a ship in need of assistance can take action to stabilize her condition to protect human life and the environment.

Place of refuge requests may be complex and urgent, requiring close coordination and communications between the vessel and Marine Safety authorities. Transport Canada is the lead agency for decisions related to ships requesting a place of refuge in Canadian waters.



Places of refuge are not designated in advance because the most suitable shelter can be determined only after the details of the incident are known.

To be best prepared for such incidents, the Government of Canada has created a [National Places of Refuge Contingency Plan](#) and is updating five regional plans.

Pre-identifying coastal locations

Through the Places of Refuge Initiative, Transport Canada is pre-identifying coastal locations for suitable places that ships can take shelter. The department is working with partners through this process so that Places of Refuge decision making can be efficient, evidence-based, and inclusive.

Decision makers will be able to use these pre-identified coastal locations in the event of an incident.

This proactive approach to planning will set in place the following considerations before an incident:

- ✓ Logistics, environmental sensitivities, human use and navigation
- ✓ Potential conflicts of use
- ✓ Local and traditional knowledge

Working with partners

The involvement of Indigenous peoples, coastal communities, government organizations and industry is helping to:

- ✓ Evaluate potential places of refuge using site-specific data to inform decisions
- ✓ Improve the contingency plan's environmental, socio-economic and cultural sensitivities content
- ✓ Improve communications and broaden coordination in decision making

The Places of Refuge Initiative is another action that the Government of Canada is taking to protect our coasts and waterways. The Government is investing \$1.5 billion in the Oceans Protection Plan, a national strategy to create a world-leading marine safety system that provides economic opportunities for Canadians today, while protecting our coastlines for future generations.

February 6, 2020

District of Ucluelet
PO BOX 999
Ucluelet, BC
V0R 3A0



**Re: Request for Budget Support for the
West Coast NEST Regional Education Tourism Initiative**

Dear Mayor Noël and Council,

The West Coast NEST regional education tourism initiative is continuing to grow in the communities of Ucluelet, Yuuṭuʔitʔath, Toquaht, Tofino, Tla-o-qui-aht, Ahousaht, and Hesquiaht. Coordinated by the Clayoquot Biosphere Trust and facilitated by the [West Coast NEST](#) platform, the project is:

- supporting organizations and businesses to grow and expand their education tourism programs and markets,
- delivering capacity building opportunities for community members, and
- achieving economic development and diversification.

In August 2019, the CBT requested your support for a Rural Dividend Partnership Grant application. The District provided a strong letter of support and also indicated that Council will consider further supporting this program during the 2020 financial planning process. I am writing to request a \$25,000 contribution for the following two budget years as previously discussed.

Recent capacity building opportunities included NEST-hosted workshops in grant writing, training for Board members, volunteers, and organizational staff, and career management workshops. Additionally, the NEST has supported the development of Ucluelet Secondary School's new Outdoor Education Semester by completing the 'Adventure Tourism Employer Survey' to determine which skills, training, and certifications should be included in the new program.

The NEST has also supported the development of new education programs in partnership with local education organizations and businesses such as Ucluelet Aquarium, UkeeKnits, and Black Rock Oceanfront Resort, and has connected visiting high school and university groups with a variety of local learning opportunities. These programs are drawing visiting learners to stay in Ucluelet for two to five days during non-peak tourism times. The NEST website, social media platforms, and Google Adwords campaigns are promoting educational programs and attracting new visiting learners. NEST also provides photos and written content that is used by our partner organizations, such as the Wild Pacific Trail Society, in

PO Box 67, 316 Main Street, Tofino BC Canada V0R 2Z0
T 250.725.2219 F 250.725.2384

clayoquotbiosphere.org

their marketing efforts. The NEST has been working in partnership with Tourism Ucluelet and appreciate their in-kind marketing support.

The NEST program is helping Ucluelet achieve economic development and diversification. For example, the 2nd annual knitting and weaving retreat held in November 2019 generated more than \$19000 in local economic impact. The unique learning retreat brought 14 learners and two instructors to the region (69% from B.C. and 31% from Washington or Oregon). Three local instructors and one local participant also took part in the event. The local economic benefits include more than \$6,000 in mid-week, off season accommodation revenue for the 15 participants, more than \$1600 wages for local instructors and education organizations, nearly \$8000 in food sales, as well as other revenue including spas, shopping and local experiences. We are keen to double the number of participants this year and expect a comparable increase in economic impact. We're excited to share that we have 28 people on the wait list for 2020!

With your partnership, we will continue to develop the NEST and to build revenue streams through education coordination and registration fees. Your contribution, along with CBT and other local partners, will be leveraged through other funding sources such as the Rural Dividend Fund or Western Diversification grants. Our goal is to continue to grow the regional education tourism economy, through creating local capacity building opportunities and new education programs for visiting learners. Specifically, the NEST will:

- continue to support the development and delivery of the USS outdoor education semester by coordinating a research field trip locally, building connections to local employers, and advising the teacher on potential learning opportunities;
- continue to support the development of new education programs in partnership with local education organizations such as Ucluelet Aquarium (for example Sustainable and Ethical Marine Harvesting course);
- continue to support the development of new capacity building opportunities such as First Nations tourism training program;
- continue to host visiting high school and universities, by providing them with important regional safety information upon arrival (ie. Coast Smart, tsunami preparedness), and coordinating local learning opportunities and connecting them with local knowledge holders and educators.; and
- continue to market Ucluelet's unique learning opportunities and attract new visiting learners through NEST website and social media channels, event-specific marketing efforts, and teacher's conferences and directories.

The NEST program is strongly aligned with the District of Ucluelet's priorities as articulated in the recent strategic plan. NEST values our local quality of life and natural assets, and demonstrates how sustainable development can be aligned with our community's values. The NEST is well positioned to contribute to a culture of education at the new Amphitrite Centre. With the NEST already established as a regional partnership, we may be able to further build on the relationships to support education programming and partnerships on the Amphitrite lands.

The NEST is also well positioned to help Ucluelet achieve many of the priorities within the Ucluelet Economic Development Strategy Update (2017) including:

Strategy 7. Continue to support new and expanded post-secondary education and/or advanced research institutions.

Strategy 8. Support closer ties between local educational institutions and the business community.

Strategy 19. Support the expansion and diversification of tourism amenities and attractions.

Strategy 21. Explore alternative uses of the Coast Guard lands.

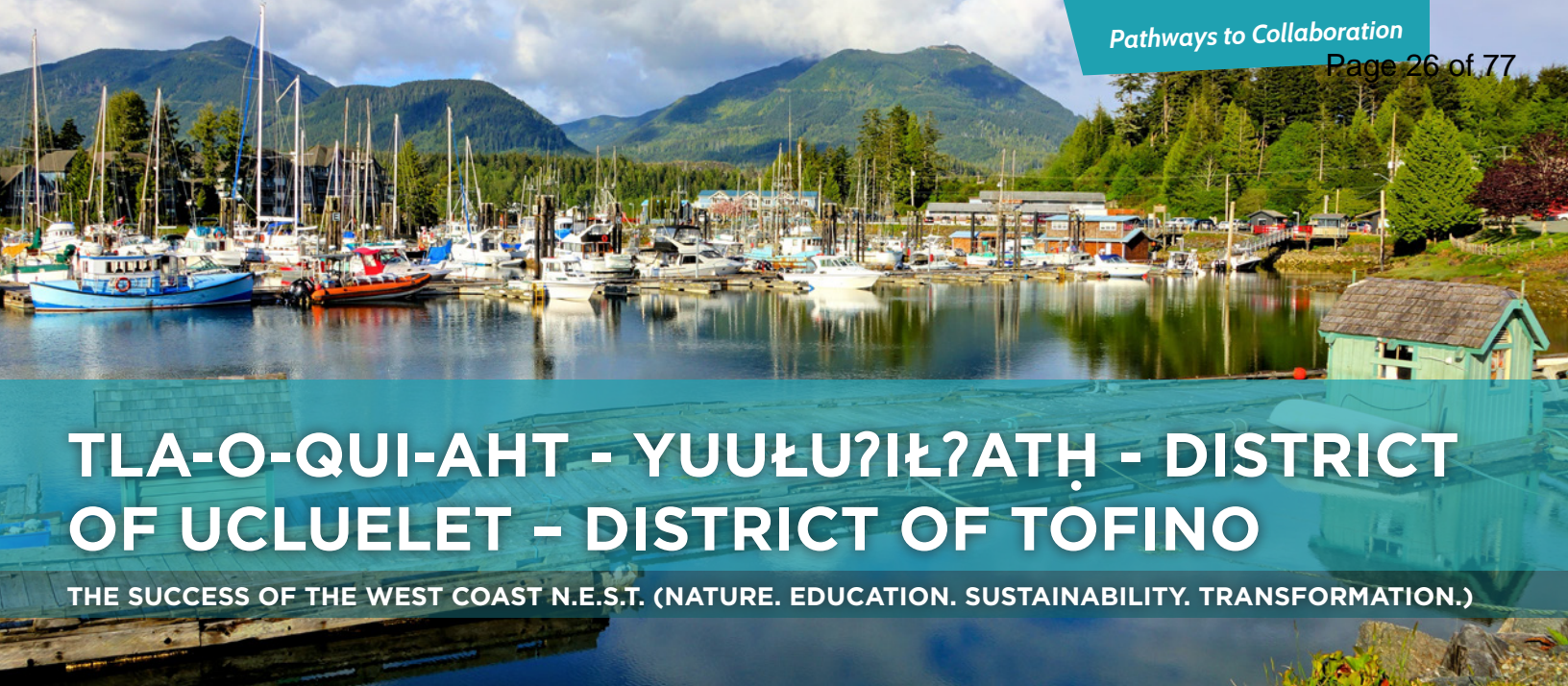
In addition to aligning with these goals and strategies, we would welcome the opportunity to participate in the tourism master planning process which has been proposed by staff.

I have attached the recent Pathways to Collaboration UBCM publication which highlights the District of Ucluelet's role in this economic development initiative. Together we can continue to deliver a program that creates sustainable and diverse growth for the region. Thank you for considering a contribution to this unique regional economic development program.

Sincerely,



Rebecca Hurwitz
Executive Director



TLA-O-QUI-AHT - YUULU?I?ATH - DISTRICT OF UCLUELET - DISTRICT OF TOFINO

THE SUCCESS OF THE WEST COAST N.E.S.T. (NATURE. EDUCATION. SUSTAINABILITY. TRANSFORMATION.)



PATHWAY OVERVIEW

Located on the West Coast of Vancouver Island, the District of Tofino, Tla-o-qui-aht First Nation communities, District of Ucluelet, and Yuułu?i?ath Government have seen years of conventional tourism, which has exceeded the sustainable capacity of the region. In order to build a new path forward, these four governments have worked on supporting a knowledge-based economy, allowing each community to profile its strengths, education, and skills training in order to provide sustainable and diverse growth for the region alongside attracting tourism-based visitors. Through the development of the West Coast Nature, Education, Sustainability, Transformation (N.E.S.T.) program, these partners, with support from the Clayoquot Biosphere Trust (CBT), have created an incredibly successful collective that provides training and capacity building, culturally grounded education opportunities, and job opportunities for the region.

PATHWAY ACTIVITIES

The collaborative pathway activities undertaken by the District of Tofino, Tla-o-qui-aht First Nation communities, District of Ucluelet, and Yuułu?i?ath Government include the following.



Protocol and Communications Agreements



Joint Economic Development Initiatives



Shared Tourism Projects

PROJECT OVERVIEW

Years of conventional tourism along the West Coast of Vancouver Island has resulted in seasonal employment and lower average incomes, increased housing costs for locals, seasonal demand on emergency services, and a summer water shortage for the region. In all, this has exceeded the sustainable capacity of region.

At a turning point, the District of Tofino, Tla-o-qui-aht First Nation communities, District of Ucluelet, and Yuułu?i?ath Government set out to seek a new path forward. Seeing an opportunity in attracting a different kind of tourist, the communities worked together on developing the foundation

for a knowledge-based economy. The idea was that each community could promote, profile, and honour unique attributes of each community, support advanced education, and enable increased skills training with more meaningful and stable employment for residents.

In 2011, the District of Tofino, Tla-o-qui-aht First Nations, District of Ucluelet, and Yuułu?i?ath Government came together as a regional working group to look at how they could diversify and move towards an education-based tourism economy on the West Coast of Vancouver Island. This resulted in the first regional Memorandum of Understanding (MOU) Request for Budget Support for NEST Init...

Clayoquot Biosphere Trust (CBT) Request for Budget Support for NEST Init...

in 2013 – initially called the *Regional Higher Learning Initiative*, that outlined the partners' interest in shifting from conventional tourism to education tourism, and to put the region on the map as a key education destination.

The MOU was a foundational piece for the working group. It organized the group's working relationship and outlined the principles of how they would operate and how they would communicate with each other. It was developed collaboratively and grounded in mutual respect. During the development, group members agreed they wouldn't have a meeting if someone couldn't make it, unless absentees gave permission to move ahead without them. Meeting locations were also rotated through each of the communities. These simple principles provided the basis that built trust and strong relationships.

The group collaborated with local organizations, educational institutions, and government agencies to identify community education needs and priorities. Through this exploration, additional partnerships were formed throughout the region. Once the concept was well established, funds within the region were leveraged to support three studies in 2014: an education asset inventory, research on the feasibility of education tourism as an approach to build local learning capacity, and a visitor market demand analysis for place-based education. These studies included four researchers from Royal Roads University, who brought their knowledge and expertise to the project.

The outcome of these initial studies resulted in the outline for a new direction which, once completed, allowed the working group to partner with the Westcoast Aquatic Management Association (WAMA) and Clayoquot Biosphere Trust (CBT) to secure additional funding. With this research and support, the West Coast N.E.S.T. was

launched in 2016 as a collective network that represents, provides marketing for, and connects local and visiting people to learning opportunities offered throughout the region.

With 2017 funding from B.C. Rural Dividend Program, Tourism Tofino and Tourism Ucluelet, they've developed a marketing tool and one full time education coordinator. Hiring of an education coordinator has helped to bring in and support additional programming, and with registration fees supporting the programming alongside additional endowment funding, N.E.S.T. is expected to progress positively.

N.E.S.T. is now run by the CBT as an umbrella organization that helps to deliver programming and coordinate with partner organizations and businesses. Although there is still a relationship, Tofino and Ucluelet are no longer formally or directly involved but still continue to invest in and support the program. Additionally, municipalities have now integrated N.E.S.T. into their economic development plans.

OUTCOMES

Embedded in Nuu-chah-nulth values of lisaak (living respectfully), Qwa'aak qin teechmis (life in the balance) and Hishuk ish ts'awalk (everything is one and interconnected), N.E.S.T. focuses on the following four sectors of educational tourism and life-long learning:

- University field school;
- Professional development courses;
- Adult learning, and;
- Youth learning.

To date, West Coast N.E.S.T. has seen good success and is still growing. While still in its initial operational stages, it is building long-term economic resilience for the region and is improving the lives of local youth, families, and businesses within each community. In 2018, the N.E.S.T. has:

“Be mindful to not invite partners into your process, instead offer an invitation to participate in an initiative or idea, and determine together what the process is going to be.”

Mayor Josie Osborne, District of Tofino



- Listed and supported 94 courses and 572 education events
- Hosted four major education tourism programs attended by over 1,000 people
- Provided six capacity-building initiatives for local organizations and businesses
- Supported over 1,300 jobs directly and indirectly
- Created activities and employment during off-season and shoulder seasons
- Created a 52% growth in website traffic
- Graduated over 40 students, from Nuuchah-nulth and non-Nuuchah-nulth communities, from the Leadership Vancouver Island Training program
- Helped to establish a high school training program which has created opportunities for indigenous and non-indigenous youth to stay in the region for work and gain skills in the tourism industry as instructors, guides, etc.

N.E.S.T. has provided shared benefits, support, and networking opportunities between communities and local businesses in the region outside of the direct programming offered. Recently the N.E.S.T. knitters retreat program featured workshops with notable local knitters and weavers and also includes events with local organizations, such as Wild Pacific Trail, and group dinners at local restaurants. Additionally, it has begun to influence the approach of Tourism Tofino, which has started to work with N.E.S.T., using their messaging to promote education tourism.

Promoting a culture of learning and collaborative problem solving, N.E.S.T. provides unique learning opportunities for visitors while also offering skill building, educational, and employment opportunities for local residents. In the process, it shifts from conventional consumer tourism to a more respectful, inquisitive and knowledge seeking, tourist who seeks to stay for longer periods of time, learn from local communities, experience local culture and in the long term, contribute to stewardship of an ecologically significant place.

LESSONS LEARNED AND KEYS TO SUCCESS

A core lesson learned in the process of developing the N.E.S.T. program was that education is intrinsic to the success and development of community building. Through innovation and embracing the collaborative potential behind all of these communities' knowledge-based resources, the N.E.S.T. program continues to thrive. Other lessons and keys to success include:

- ✓ **Find common ground.** Gain an understanding of each community's strengths and challenges in order to determine how to share and build partnership.
- ✓ **Be mindful of protocol.** Ensure that each community understands protocol. Recognize the needs and capacities of participation and work within them to fill in gaps and provide the support where needed.
- ✓ **Be patient and track success.** Record big wins, track numbers, and gain an understanding of how well your program is doing. These things take time and recording wins helps to encourage momentum.
- ✓ **Decentralize meetings.** Rotate meetings within partner communities in order to share the responsibility and burden of travel.
- ✓ **Marketing is challenging.** It's important to be persistent and patient with the success of marketing.
- ✓ **Shared principles.** Establish principles for working together collaboratively in order to consider the differences in styles of communication and problem solving.



PHOTO: Students show their cedar weavings from courses offered by Weaver Rose Wilson from Yuułuʔiłʔatʔ First Nation, programming supported by the N.E.S.T. Photo by West Coast N.E.S.T.

“By developing education and capacity-building programs for local and visiting learners, N.E.S.T. is supporting the Clayoquot Biosphere Trust’s mission to facilitate the exchange of knowledge locally and globally. We’re connecting people across disciplines, cultures and boundaries.”

*Rebecca Hurwitz, Executive Director
of the Clayoquot Biosphere Trust*

Photo: N.E.S.T. worked with Yamagawa University to plan a series of workshops led by local educators and knowledge holders to learn about forests and forest management in the region.
Photo by West Coast N.E.S.T.

PATHWAYS TO COLLABORATION

Pathways to Collaboration is a joint initiative of the Union of BC Municipalities (UBCM), the Province of British Columbia, and the First Nations Summit with funding from the Indigenous Business & Investment Council (IBIC). The project aims to showcase the growing number of successful economic development collaborations and partnerships between First Nations and local governments, while highlighting lessons learned and key steps to success.

The pathways to collaboration communities take are unique, reflecting the context of the communities involved, and involve different activities. Common pathway activities include protocol and communications agreements; servicing agreements and shared infrastructure projects; collaborative land use planning and development projects; joint economic development initiatives; and shared tourism projects. Like signposts along a pathway, these pathway activities are identified in the case study series.

For more information on the project, please contact the communities profiled, or visit www.ubcm.ca.



**Indigenous Business and
Investment Council**
Sharing Success



EMIL ANDERSON CONSTRUCTION (EAC) INC.

February 7th, 2020

**Re: Hwy 4 Kennedy Hill Safety
Improvements Traffic Interruptions
Update**

Dear Highway 4 travelers,

Attached is a revised copy of the February 8th, 2020 to March 14th, 2020 closure schedule. You can find a copy of the schedule on our *EAC Hwy 4 Kennedy Hill Project Updates* Facebook page at facebook.com/eac.bc.ca.kennedy.hill/

There is also a traffic advisory hotline which will provide detailed and up-to-date information to help plan your trip. The number is: **1-855-451-7152**.

Information will also be posted on electronic message boards at either ends of the project and along the Hwy 4 corridor between the west coast and Hwy 19 as well as information posted to DriveBC.ca. For your own safety, it is imperative you respect all construction signage, and stay well clear of any equipment.

We apologize for any inconveniences as a result of this project, but hope you understand that we are working towards a safer highway for all of us.

Further project information is available on the Ministry's project website at gov.bc.ca/highway4kennedyhill. Should you have any questions or concerns, you can leave a message on the traffic advisory hotline at 1 855 451-7152.

Sincerely,

EMIL ANDERSON CONSTRUCTION (EAC) INC.

Erin Pomeroy
EAC Project Coordinator



 Expect 30min delays and single-lane alternating traffic at all times not marked by C or T
C Highway closed
T Motorists are advised to arrive at the top of every hour (9am, 10am, 11am, etc). Expect minor delays while opposing traffic clears during release.

Day	Date	12am-1am	1am-4am	4am-5am	5am-7am	7am-9am	9am-11am	11am-3pm	3pm-4pm	4pm-5pm	5pm-10pm	10pm-12am
Sat	Feb 8, 2020		C		C		T	T		C		C
Sun	Feb 9, 2020		C		C		T	T		C		C
Mon	Feb 10, 2020		C		C		C	T		C		C
Tue	Feb 11, 2020		C		C		C	T		C		C
Wed	Feb 12, 2020		C		C		C	T		C		C
Thu	Feb 13, 2020		C		C		C	T		C		C
Fri	Feb 14, 2020		C		C		T	T		C		
Sat	Feb 15, 2020		C		C							
Sun	Feb 16, 2020											
Mon	Feb 17, 2020											
Tue	Feb 18, 2020						C	T		C		C
Wed	Feb 19, 2020		C		C		C	T		C		C
Thu	Feb 20, 2020		C		C		C	T		C		C
Fri	Feb 21, 2020		C		C		T	T		C		
Sat	Feb 22, 2020		C		C			C	C	C	C	C
Sun	Feb 23, 2020	C	C	C	C	C	C			C		C
Mon	Feb 24, 2020		C		C		C	T		C		C
Tue	Feb 25, 2020		C		C		C	T		C		C
Wed	Feb 26, 2020		C		C		C	T		C		C
Thu	Feb 27, 2020		C		C		C	T		C		C
Fri	Feb 28, 2020		C		C		T	T		C		
Sat	Feb 29, 2020		C		C							
Sun	Mar 1, 2020											
Mon	Mar 2, 2020											
Tue	Mar 3, 2020						C	T		C		C
Wed	Mar 4, 2020		C		C		C	T		C		C
Thu	Mar 5, 2020		C		C		C	T		C		C
Fri	Mar 6, 2020		C		C		T	T		C		
Sat	Mar 7, 2020		C		C		T	T		C		C
Sun	Mar 8, 2020		C		C		T	T		C		C
Mon	Mar 9, 2020		C		C		C	T		C		C
Tue	Mar 10, 2020		C		C		C	T		C		C
Wed	Mar 11, 2020		C		C		C	T		C		C
Thu	Mar 12, 2020		C		C		C	T		C		C
Fri	Mar 13, 2020		C		C		T	T		C		
Sat	Mar 14, 2020		C		C							



STAFF REPORT TO COUNCIL

Council Meeting: February 11, 2020
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: MARK BOYSEN, CHIEF ADMINISTRATIVE OFFICER

FILE NO: 0640-30

SUBJECT: Ucluelet Economic Development Strategy Progress Report

REPORT NO: 20-09

ATTACHMENT(S):

APPENDIX A – PROGRESS SUMMARY OF HIGH PRIORITY STRATEGIES AND ACTIONS FROM THE UEDS

APPENDIX B – SUMMARY OF MEDIUM AND LOW PRIORITY STRATEGIES FROM THE UEDS

RECOMMENDATION(S):

1. **THAT** Council receive this progress update on the Ucluelet Economic Development Strategy.

PURPOSE:

The purpose of this report is to provide a progress report on the implementation of the strategies identified in the 2017 Ucluelet Economic Development Strategy (UEDS).

BACKGROUND:

The 2017 UEDS was formally approved by Council on February 27, 2018. The UEDS provides a framework for the District to track economic development support through a range of departmental initiatives.

SUMMARY:

The UEDS identified 22 priority strategies and of those 8 were considered highest priority. A progress summary of high priority strategies is provided in Appendix A which includes work-to-date that has been made either through previous Council decisions or staff work priorities. A summary of medium and low priority strategies has also been provided in Appendix B for Council's consideration.

FINANCIAL IMPACTS:

N/A

Respectfully submitted:

Mark Boysen, Chief Administrative Officer

Appendix A: Progress Summary of High Priority Strategies and Actions from the UEDS

High Priority Strategies Actions from UEDS	Lead Department	Proposed Actions
<p>Strategy 1: Commitment Determine the District of Ucluelet's staff and financial commitment to economic development.</p>	<p>Council and CAO</p>	<p>The CAO has played an active role in economic development of several projects, as time permits. Key focuses have been:</p> <ul style="list-style-type: none"> • Serving on Tourism Ucluelet Board as a non-voting member. • Developing opportunities for the Amphitrite properties. • Hiring a staff capable of overseeing several contracts intended to develop economic development internet content. • Established regular meetings between Chamber of Commerce, Tourism Ucluelet, and District staff to ensure communication lines are maintained and to explore partnership opportunities. <p>Council allocated \$30,000 in 2019 to the Chamber of Commerce to support economic development activities.</p>
<p>Strategy 2: UBERE Program Operate or support a Business Retention and Expansion (BRE) program.</p>	<p>Chamber of Commerce</p>	<p>Council fully funded year two of the Chamber's UBERE program which planned to implement the year one recommendations. This program has been nominated for an Open for Business award at the Small Business BC Conference for the second year in a row.</p>
<p>Strategy 3: Communication Communicate Ucluelet's attributes and opportunities for economic development.</p>	<p>CAO</p>	<p>A funding submission to Island Coastal Economic Trust (ICET) was approved to provide 50% funding for the Ucluelet Economic Development Web Tools project, total cost of \$20,000. Council approved \$10,000 of Economic Development Funds in September 2018 for the project. The project established an "Open for Business" approach on the District website.</p> <p>Led by the Chamber of Commerce and Ukee Infotech., the project has produced a new approach to the Ucluelet.ca website to improve communications with</p>

		<p>prospective businesses and developers. The updated information should also reduce staff time by providing improved online development information to users. The project also drove increased traffic from Ucluelet.ca to Tourism Ucluelet’s Website; discoverucluelet.ca. Ucluelet.ca and has become discoverucluelet.ca’s second largest web traffic driver.</p> <p>The District also partnered with larger communities including Campbell River and Nanaimo to develop techisland.io – a Website that communicates Ucluelet’s attributes to tech businesses.</p>
<p>Strategy 5: First Nations Maintain a collaborative relationship on economic development projects with neighbouring First Nations.</p>	<p>CAO</p>	<p>Maintain existing relationships (YFN water and sewer, TFN community forest partnership) and seek new opportunities with community partners.</p> <p>District Staff worked with District of Tofino Staff to organize a Joint Council Committee of the Whole Meeting, attended by Toquaht, Yuułuʔiłʔatḥ and Tla-o-qui-aht representative. Mutual interests were identified.</p> <p>District Staff have garnered support from Yuułuʔiłʔatḥ government for a regional Land Use Study. Staff are also in communication about future development practices intended to utilize hereditary knowledge to preserve First Nations’ artifacts and cultural resources.</p>
<p>Strategy 12: Housing Continue to support the development of a range of housing options, including dedicated staff housing if the need arises.</p>	<p>Planning</p>	<p>Over the last year, staff have taken several steps to improve housing affordability within the abilities of municipality. They include:</p> <ul style="list-style-type: none"> • Actively enforcing a short-term vacation rental program. • Discussions with employers about the need for temporary employee housing. • District Staff have worked with local residents and key employers like Ucluelet Harbour Seafoods to address employee housing needs through temporary use permits. • District Staff have worked with developers to expedite the presentation of a 33-unit affordable housing development. • Updating the OCP with new policies to support affordable housing.

		<ul style="list-style-type: none"> • A Land Use Demand Study conducted in partnership with the District of Tofino is slated for 2020; grant application and RFP are underway. • A Community Housing Needs Assessment has been budgeted for 2020, to join with Tofino to develop an assessment of the supply and demand for all types of housing on the west coast. Council approved \$20,000 of Economic Development Funds in September 2018 for the project.
<p>Strategy 15: Water Services Continue working to improve the municipal water system.</p>	<p>Public Works</p>	<p>Since 2017 Public Works has addressed short-term water supply issues by completing or substantially completing the following projects:</p> <ul style="list-style-type: none"> • Retrofitted Matterson Reservoir to increase the supply of Ucluelet and Yuułuʔiłʔatḥ’s potable water. • Substantially completed installation of variable frequency drives at the District of Ucluelet wellfield to maximize supply of potable water. • Installed interconnection station in 2017 that combines water from Lost Shoe and Mercantile Creek water sources and promotes potable water conservation. <p>2020 projects have been proposed to Council to improve the quality and capacity of the water system through a series of projects including filtration.</p>
<p>Strategy 16: Fishing Industry Continue to work with DFO and industry to maximize the effectiveness of the harbour for commercial fishing operations.</p>	<p>CAO</p>	<p>The initial steps towards development of a new Harbour Master Plan have been initiated including an initial planning meeting with the Harbour Authority, DFO, the Harbour Master, and municipal staff. This is proposed as a project for the 2020 budget.</p>
<p>Strategy 19: Tourism Support the expansion and diversification of tourism amenities and attractions.</p>	<p>CAO</p>	<p>The District supports the expansion of tourism amenities including:</p> <ul style="list-style-type: none"> - Development of Resort Municipality Initiative Projects. - Initiation of Village Green and Peninsula Road revitalization projects. - Approving funds to maintain and improve harbour amenities including a new list of projects for 2020. - Supporting the maintenance and development of the Wild Pacific Trail. - Supporting the Barkley Community Forest Board in their exploration of mountain biking as an activity on Barkley Community Forest lands.

Appendix B: Summary of Medium and Low Priority Strategies from UEDS

Medium Priority Strategies	Lead
Strategy 6. Create a Committee of Council to support ongoing community input to Economic Development.	Council/CAO
Strategy 7. Continue to support new and expanded post-secondary education and/or advanced research institutions.	Council/CAO
Strategy 10. Continue to support health service improvements in Ucluelet and the region.	Council/Staff
Strategy 11. Continue to support programs/events that enhance Ucluelet's unique sense of place and high quality of life.	Council/Staff
Strategy 21. Explore alternative uses of the Coast Guard lands.	CAO/Staff
Low Priority Strategies	Lead
Strategy 4. Explore marketing synergies with Tourism Ucluelet.	CAO
Strategy 8. Support closer ties between local educational institutions and the business community.	Council/Chamber
Strategy 9. Develop resource package, including referral service, to support entrepreneurs and small businesses	CAO
Strategy 13. Ensure sufficient supply of industrial land is designated and, when appropriate, serviced for future use.	CAO/Planning
Strategy 14. Support continued improvement to regional transportation infrastructure.	CAO/Planning
Strategy 17. Support the continued operation and expansion of marine support services.	CAO
Strategy 18. Support commercial fishing, aquaculture, processing sectors in development of new/higher-value products.	CAO
Strategy 20. Target technology and energy-related entrepreneurs.	CAO
Strategy 22. Support the expansion of forestry and wood products manufacturing.	CAO



STAFF REPORT TO COUNCIL

Council Meeting: February 11, 2020
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: NICOLE MORIN, CORPORATE / PLANNING CLERK

FILE NO: 1630-01

SUBJECT: CHEQUE LISTING – JANUARY 2020

REPORT NO: 20-10

ATTACHMENT(S): APPENDIX : JANUARY 2020 CHEQUE LISTING

RECOMMENDATION(S):

There is no recommendation. This report is provided for information only.

PURPOSE:

The purpose of this report is to provide Council with a regular update on disbursed cheques.

BACKGROUND:

Finance staff have provided a detailed list of last month's cheque run attached as Appendix A.

POLICY OR LEGISLATIVE IMPACTS:

The cheque listing has been reviewed to ensure compliance with the *Freedom of Information and Protection of Privacy Act*. The names of individual's shown on the cheque listing are either employed with the District or contracted for the delivery of goods and services.

OPTIONS REVIEW:

1. There is no recommendation. This report is provided for information only.
(Recommended)
2. THAT Council provide alternative direction to staff.

Respectfully submitted:

Nicole Morin, Corporate / Planning Clerk
Mark Boysen, Chief Administrative Officer

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
34109929	2	20-Jan-06	C1192	CIBC - VISA CENTRE	VISA/11/19	NOV 16-DEC 15/19	17220.86		17220.86	
029758	2	20-Jan-13	AI103	ACHINBACK INDUSTRIES AND FOUNDRY LTD	10918	MEMORIAL BOOK	183.4		183.4	
029759	2	20-Jan-13	RD205	ACRD	97695	COMMERCIAL GARBAGE	20.8		20.8	
029760	2	20-Jan-13	AEL78	ALBION ELECTRIC LTD	749364	MAIN ST DOCK LIGHTING REPLACE	5435.94		5435.94	
029761	2	20-Jan-13	AHI01	ALLES HOLDINGS INC	42	DEC30/19-JAN10/20 CONTRACT SERVICES	630		630	
029762	2	20-Jan-13	AF501	ASSOCIATED FIRE & SAFETY	22623	UVFB FIREHOSE NOZZLE	77.85		77.85	
029763	2	20-Jan-13	BE440	BEAVER ELECTRICAL MACHINERY	4193	LAGOON-SERVICE PROPOSAL FOR MOTORS	24561.6		24561.6	
029764	2	20-Jan-13	B9413	BEELEY PHIL	122949	DEC/19 MILEAGE-JANITORIAL WORK	63.29		63.29	
029765	2	20-Jan-13	BD551	BOUVIER DARCEY	122956	CANADA POST COD FEE	33.11		33.11	
029766	2	20-Jan-13	MA952	BUREAU VERITAS CANADA (2019) INC.	VA10039592 VA10039881 VA10042524	WATER TESTING B9A9196 WATER TESTING B9A7871 WATER TESTING B9A9831	263.55 1498.35 263.55		2025.45	
029767	2	20-Jan-13	CHE01	CHERNOFF THOMPSON ARCHITECTS	15327	PROJ 39038.1 HEALTH CENTRE STUDY	1374.45		1374.45	
029768	2	20-Jan-13	CWR36	COKELY WIRE ROPE LTD	IN0014426	BACKHOE CHAINS/BRIDLES	1336.42		1336.42	
029769	2	20-Jan-13	45R27	CONNECT ROCKET COMMUNICATIONS INC.	3576	JAN/20 MONTHLY SUBSCRIPTION	227.72		227.72	
029770	2	20-Jan-13	CE004	CORPORATE EXPRESS CANADA INC	52129903 52034323 52118986 52212760 52298953	THERMAL RECEIPT PAPER OFFICE CHAIR-UCC UCC-WIRELESS PRESENTER CREDIT-PAPER DAMAGED IN TRANSIT LYCHE OFFICE SUPPLIES	557.18 247.96 94.4 -18.59 396.69		1277.64	
029771	2	20-Jan-13	CN043	CROWS NEST UCLUELET	5649	PW STAFF PLANNERS	163.14		163.14	
029772	2	20-Jan-13	CUPE1	CUPE LOCAL #118	12/19	CUPE DUES-DEC/19	2698.99		2698.99	
029773	2	20-Jan-13	DFC01	DUMAS FREIGHT COMPANY	63421 51117 66501 68868 63423 66496	COKELY WIRE ROPE CLEARTECH FOUR STAR WATERWORKS BEAVER ELECTRIC COKELY WIRE ROPE FOUR STAR WATERWORKS	65.77 477.75 112.35 171.99 37.7 43.96		909.52	
029774	2	20-Jan-13	EB295	E.B. HORSMAN & SON	12291453 12318427	XRS-5C TRANSDUCER ELECTRICAL SUPPLIES-PW YARD	891.21 191.84		1083.05	
029775	2	20-Jan-13	FW050	FAR WEST DISTRIBUTORS LTD	332129	HAND SANITIZER/BLEACH-PW	197.33		197.33	
029776	2	20-Jan-13	FS004	FOUR STAR WATERWORKS LTD.	56329	AIR RELEASE VALVE	271.65		271.65	
029777	2	20-Jan-13	FC186	FREUNDLICH CONSULTING, CPA	9135	M360 ANNUAL SOFTWARE/MAINTENANCE	3150		3150	
029778	2	20-Jan-13	GB059	GIBSON BROS. CONTRACTING LTD.	22116	GRAVEL	249.99		249.99	
029779	2	20-Jan-13	GW178	GRAY WHALE DELICATESSEN	992699	UEN/ESS SNACKS	105		105	
029780	2	20-Jan-13	HN100	HENDERSON NICHOLAS	122950	HENDERSON-MILEAGE SEP-DEC 2019	181.98		181.98	
029781	2	20-Jan-13	IR644	IRIDIA MEDICAL	19-2333	PHYSICIAN OVERSIGHT/AED-2020	105		105	
029782	2	20-Jan-13	CK608	KASSLYN CONTRACTING	D699 D700	D699 D700	4725.7 119.64		4845.34	
029783	2	20-Jan-13	KL923	KERDMAN LINDSAY	122951	HOLIDAY GYM CAMP 2019	1619.2		1619.2	
029784	2	20-Jan-13	KA001	KOERS & ASSOCIATES ENGINEERING LTD.	0361-077	0361 SUBDIVISION REVIEWS	1050		1050	
029785	2	20-Jan-13	LB200	LONG BEACH PLUMBING & HEATING LTD	7606	HOT WATER TANK REPLACEMENT-UCC	1641.6		1641.6	
029786	2	20-Jan-13	MCG02	MCGILLIVRAY, ERIN	122953	DEC/19 CRAFTS	280.8		280.8	
029787	2	20-Jan-13	MD882	MID-ISLAND FENCE PRODUCTS LTD.	13733	LAGOON FENCING PROGRESS #2	53402.58		53402.58	
029788	2	20-Jan-13	MIS01	MISTY REID PAINTING COMPANY	122952	UCC HALLWAYS REPAIR/PAINT	1659		1659	
029789	2	20-Jan-13	OTC25	OUT OF OUR TREE CUSTOM WOODWORK	122954	LUMBER-TUGWELL KIOSK	7623		7623	
029790	2	20-Jan-13	PRC04	PACIFIC RIM CARPET CLEANING	3910	CARPET CLEANING-UCC	1974		1974	
029791	2	20-Jan-13	PR725	PACIFIC RIM MARINE SEARCH & RESCUE SOC	SRF 12/19	D696-D699	14		14	
029792	2	20-Jan-13	PC285	PETTY CASH - LYVIER RIVERA	11/19 01/20	NOV/19 PETTY CASH JAN/20 PETTY CASH & INCREASE	146 129.43		275.43	
029793	2	20-Jan-13	PI110	PUROLATOR INC	443446712 443490661 443386922	MAXXAM BUREAU VERITAS MAXXAM/YOUNG ANDERSON/BV LABS	99.88 45.48 191.94		337.3	
029794	2	20-Jan-13	RW916	ROBERT WYLIE	122955	AUG-DEC/19 APPROVING OFFICER SERVICES	407.5		407.5	
029795	2	20-Jan-13	RTOWN	RTOWN COMMUNICATIONS	191101	FILMING-PUBLIC HEARING NOV 20	315		315	

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
029796	2	20-Jan-13	SCA01	SCAN-TECH INSTALLATIONS	589	PANIC BARS INCL INSTALL-UCC	4791.5		4791.5	
029797	2	20-Jan-13	SUN02	SUN LIFE ASSURANCE COMPANY OF CANADA	73625	JAN/20 EAP PROGRAM	117.6		117.6	
029798	2	20-Jan-13	SP010	SUPERIOR PROPANE	589	PROPANE REFILL-UAC HALL	1363.26		1363.26	
029799	2	20-Jan-13	TU428	TOURISM UCLUELET	10/19	OCT/19 MRDT	20541.19		20541.19	
029800	2	20-Jan-13	UKE01	UKEE AUTO SERVICE	053576	#21 EV-REPAIR/MAINTENANCE	304.64		304.64	
029805	2	20-Jan-13	WC345	WURTH CANADA LTD	23734365	SHIPPING COST FOR PROMO ITEM	27.95		27.95	
029804	2	20-Jan-13	WP166	WINDSOR PLYWOOD - UCLUELET DIV.	08812A 09555A 09655A 09720A 09765A 09772A 09785A 10240A 10363A 10826A 10825A	PARKS-MATERIALS/SUPPLIES BOAT BASIN-WATER LINE REPAIR MATERIAL LYCHE-TOILET REPAIR KIT UVFB AIR COMPRESSOR PARTS PUMPHOUSE/LIFTSTATION-ADDRESS NUMBERS MAKITA HAMMER DRILL FITNESS STUDIO DRYING RACK MATERIALS DRAIN SNAKE UCC HALLWAY PAINT SUPPLIES PARKS-SHOP SUPPLIES PW SHOP TOOLS/SUPPLIES	272.98 307.04 23.47 32.22 138.82 336.49 97.14 22.35 556.57 223.93 368.45		2379.46	
029803	2	20-Jan-13	WM275	WHITE MAGNOLIA RESORT CO LTD	187 189	NOV/19 POOL RENTAL DEC/19 POOL RENTAL	1450.31 546			1996.31
029802	2	20-Jan-13	VF001	VOLUNTEER FIREFIGHTERS' ASSN. OF B.C.	RENEW2020	VFAB/RENEWAL 2020 (21 FIREFIGHTERS)	147			147
029801	2	20-Jan-13	UI923	UKEE INFO TECH	12003	IT SUPPORT DEC/19	15558.99		15558.99	
34221034	2	20-Jan-16	TP002	TELUS COMMUNICATIONS INC.	12/19	DEC/19	5456.65		5456.65	
34221037	2	20-Jan-16	bmc01	BELL MOBILITY INC	12/2019	DEC/19	1344.94		1344.94	
34221046	2	20-Jan-16	BC017	BC HYDRO	400003245664	DEC/19	26001.08		26001.08	
30953981	2	20-Jan-17	PW280	PITNEYWORKS	191205	DEC/19 POSTAGE	1065		1065	
34247846	2	20-Jan-23	WC168	WORKSAFE BC	Q4/19	Q4/19 WCB REMITTANCE	10200.88		10200.88	
029806	2	20-Jan-27	RD205	ACRD	10483	DEMOLITION DISPOSAL	854.4		854.4	
029807	2	20-Jan-27	AHI01	ALLES HOLDINGS INC	43	JAN 13-24/20 CONTRACT SERVICES	630		630	
029808	2	20-Jan-27	BP940	BLACK PRESS GROUP LTD.	33827021	DEC/19 ADS	647		647	
029809	2	20-Jan-27	B9394	BOYSEN MARK	122961	FCM CLIMATE MTNG-TRAVEL EXPENSES	420.1		420.1	
029810	2	20-Jan-27	MA952	BUREAU VERITAS CANADA (2019) INC.	VA10051228 VA10045775 VA10051229 VA10048593	SEWER TESTING WATER TESTING WATER TESTING WATER TESTING	334.64 263.55 263.55 263.55		1125.29	
029811	2	20-Jan-27	CKREX	CORTES KEVIN	110195	HAABC CONFERENCE HOTEL REIMBRSMIT	548.55		548.55	
029812	2	20-Jan-27	CN043	CROWS NEST UCLUELET	5638	DAYTIMERS-PARKS STAFF	67.04		67.04	
029813	2	20-Jan-27	EBB01	EBBWATER CONSULTING INC.	319	FLOOD RISK ASSESSMENT CONTRACT 5280-16	12056.63		12056.63	
029814	2	20-Jan-27	FW050	FAR WEST DISTRIBUTORS LTD	332235 332140	UCC SNACKS/BAGS UCC PAPER TOWEL/PLASTIC BAGS	111.39 174.49		285.88	
029815	2	20-Jan-27	FSC10	FOUR STAR COMMUNICATIONS INC	53143	DEC/19	149.95		149.95	
029816	2	20-Jan-27	GAL39	GALLOWAY PAUL ROBERT	122963 122965	GALLOWAY-COURSE-CAMPBELL RIVER GALLOWAY-WORK BOOTS	384.1 179.19		563.29	
029817	2	20-Jan-27	HOU01	HOULE ELECTRIC LIMITED	340763H 342407RH 349529PA 349529HB	HOLDBACK INVOICE 340763 HOLDBACK INVOICE 342407R LOST SHOE CRK VFD CONTROLS DEFICIENCY HOLDBACK REMAINING WORK	5493.02 1698.86 5512.5 -7350		5354.38	
029818	2	20-Jan-27	IC130	INFOSAT COMMUNICATIONS	414196	SAT PHONE JAN/20	65.12		65.12	
029819	2	20-Jan-27	JAL42	JAL DESIGNS AND GRAPHICS INC.	40501033 40500909 40501222	ZIP-UP HOODIE W/ LOGO CLOTHING-PW TOQUES W/ DISTRICT LOGO	48.16 1548.96 84		1681.12	
029820	2	20-Jan-27	CK608	KASSLYN CONTRACTING	D701 D702	D701 D702	2284.21 1252.27		3536.48	
029821	2	20-Jan-27	KA001	KOERS & ASSOCIATES ENGINEERING LTD.	1764-014 1863-012 1750-011 1956-003	1764 WELLFIELD VFD UPGRADES 1863 SANITARY MASTER PLAN 1750 BAY ST SANITARY SEWER 1956 STORM DRAINAGE MASTER PLAN	3007.04 14089.95 5864.25 1003.28		23964.52	
029822	2	20-Jan-27	MISC	EXPRESS CUSTOM TRAILER MFG	00089666	#3 SIERRA LED WARNING AMBER	334.88		334.88	
029823	2	20-Jan-27	MISC	[REDACTED]	122962	REIMBURSE REPAIR 2000 FORD EXPLORER	677.05		677.05	
029824	2	20-Jan-27	MISC	TAMARA YAGOS, MD, CCFP	7865	UVFB-APPLICANT MEDICAL EXAM	89.4		89.4	

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
029825	2	20-Jan-27	MISC		BP18-38	BP18-38 DMG DEP RETURN	1000		1000	
029826	2	20-Jan-27	MISC		BP18-62	BP18-62 DMG DEP RETURN	1000		1000	
029827	2	20-Jan-27	MISC		BP19-15	BP19-15 TEMP SHELTER DEP RETURN	2500		2500	
029828	2	20-Jan-27	MI224	MUNICIPAL INSURANCE ASSOCIATION OF B.C.	2020-238	2020 PREMIUM/LEGAL SERVICE	18819		18819	
029829	2	20-Jan-27	NP156	NORTH PACIFIC REPAIR	128097 128116	RAILINGS-LAGOON #14 BOBCAT REPAIRS	360.47 308.7		669.17	
029830	2	20-Jan-27	NL318	NORTHERN LIGHTS FIREWORKS LTD	27733	HALLOWEEN FIREWORKS	3370.94		3370.94	
029831	2	20-Jan-27	PBX12	PBX ENGINEERING LTD	8098	14282-01 UCLUELET SCADA	5709.4		5709.4	
029832	2	20-Jan-27	pl110	PUROLATOR INC	443536146 443594095	BV LABS MAXXAM	58.35 171.26		229.61	
029833	2	20-Jan-27	SC003	SHARE CANADA	18827	NATRAKLENE DEGREASER	2367.7		2367.7	
029834	2	20-Jan-27	SBR01	SONBIRD REFUSE & RECYCLING LTD.	37679 37680 37681 37682 37683 37684	SCH GARBAGE DEC/19 52 STEPS GARBAGE DEC/19 WHISKEY DOCK GARBAGE DEC/19 PW GARBAGE DEC/19 UCC GARBAGE DEC/19 UVFB/UAC HALL GARBAGE DEC/19	119.7 296.63 721.18 744.32 250.98 1118.7		3251.51	
029835	2	20-Jan-27	TSC19	TRANSPARENT SOLUTIONS CORP	10997	CLEARMAIL FEB/20	20.95		20.95	
029836	2	20-Jan-27	UC141	UCLUELET CHAMBER OF COMMERCE	122960	WEBTOOLS UPDATE FEB-NOV/2019	9934.47		9934.47	
029837	2	20-Jan-27	UC142	UCLUELET CONSUMER'S CO-OPERATIVE ASSN	C01097537 71298295 71303949 71301418 6294 C01086775 C01087033 C01093989 C01094373 C01095345 C01095810	DOU STAFF SNACKS #2 PREM FUEL #2 PREM FUEL #2 PREM FUEL DEC/19 CARDLOCK XMAS DECORATIONS ZIPLOCK BAGS/HOSE NOZZLES DOU XMAS GIFT CARD/NAPKINS XMAS LIGHTS/PLUG MILK/CREAM-UCC WATER HOSE/IPHONE ACCESSORIES	94.24 88.02 66.94 69.5 2322.72 53.31 62.66 113.43 194.26 9.47 72.76		3147.31	
029838	2	20-Jan-27	UC142	UCLUELET CONSUMER'S CO-OPERATIVE ASSN	C01099184 C01223989 C01134277 C01284832 C01287305 C01226572 C01228813	COOLER-WATER SAMPLES COFFEE/CREAMER-PW AFTERSCHOOL PROGRAM-SNACKS YOUTH PROGRAM-SNACKS PARKS SUPPLIES-OFFICE/GREENHOUSE WATER JUG REFILLS-FIREHALL RUBBER BANDS	9.85 37.98 11.47 38.96 136.85 11.25 6.25		252.61	
029839	2	20-Jan-27	UMC10	CELINA HORN, MD	7843	UVFB-APPLICANT MEDICAL EXAM	50		50	
029840	2	20-Jan-27	UR849	UCLUELET RENT-IT CENTER LTD	35935	DEC/19 PORTABLES	1545.6		1545.6	
029841	2	20-Jan-27	VFA01	VFA CANADA CORPORATION	611492	FACILITY ASSESSMENT (90% COMPLETION)	24653.16		24653.16	
029842	2	20-Jan-27	UWN40	WESTERLY NEWS	54542	WINTER REC GUIDE	947.2		947.2	
029843	2	20-Jan-27	XC300	XPLORNET COMMUNICATIONS INC	INV30095241	FIREHALL COMMS JAN/20	61.59		61.59	
029844	2	20-Jan-27	LY001	YOUNG ANDERSON	117123 117124 117125 117126	1190040 1190080 1190134 1190167	721 177.2 210.13 2582.24		3690.57	



STAFF REPORT TO COUNCIL

Council Meeting: February 11, 2020
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: NICOLE MORIN, CORPORATE AND PLANNING CLERK

FILE NO: 0550-20

SUBJECT: RESOLUTION TRACKING –JANUARY 2020

REPORT NO: 20-11

ATTACHMENT(S): APPENDIX A: RESOLUTION TRACKING

RECOMMENDATION(S):

There is no recommendation. This report is provided for information only.

PURPOSE:

The purpose of this report is to provide Council with a monthly status update on resolutions that have been adopted by Council.

BACKGROUND:

The resolution follow-up status categories are:

- Assigned – action has not yet commenced;
- In Progress – action has been taken by staff; and
- Complete – action has been completed.

Items will be removed from the list after actions are shown once as being completed.

OPTIONS REVIEW:

1. There is no recommendation. This report is provided for information only. **(Recommended)**
2. **THAT** Council provide alternative direction to staff.

Respectfully submitted:

Nicole Morin, Corporate / Planning Clerk
Mark Boysen, Chief Administrative Officer

Meeting	Date	Agenda Item #	Meeting Item Description	Resolution	Description	Staff Responsible	Department Responsible	Follow-Up Status
Regular Council	28-Jan	14.1.	Building Infractions and Zoning Bylaw Amendment for 2088 Peninsula Road	THAT a Notice pursuant to the authority of Section 57 of the Community Charter be filed in the Land Titles Office against the Title of Lot 8, District Lot 284, Clayoquot Land District, Plan VIP58757; PID 018-743-668; having a civic address of 2088 Peninsula Road.	Staff to file Section 57 on title.	Nicole Morin	Administration	Assigned
Regular Council	26-Nov-19	12.3.	Community Emergency Preparedness Fund - UVFB Air Management Program Grant	THAT Council supports the activities outlined in the District of Ucluelet 2019 grant application to the UBCM Community Emergency Preparedness Fund Volunteer & Composite Fire Departments Equipment & Training Grant. THAT Council will provide overall grant management if the District of Ucluelet is awarded the UBCM Community Emergency Preparedness Fund Volunteer & Composite Fire Departments Equipment & Training Grant.	Staff to apply for grant.	Rick Geddes	Fire & ESS	Assigned
Regular Council	14-Jan-20			THAT Staff work with Black Rock Oceanfront Resort & Spa to identify unique solutions for navigation to the resort.	a.) Staff to incorporate options for directional landmarks in designs for Peninsula Road. B.) Staff to follow up with Black Rock to discuss options for appropriate directional signs.	Bruce Greig	Planning & Public Works	Assigned
Regular Council	14-Jan	12.1	Zoning Bylaw Amendment for 2100 Peninsula Road	That staff prepare a report that identifies options for the regulation of odor and noise, including a covenant.	Staff to prepare a report.	Bruce Greig	Planning	In Progress - awaiting information from applicant
Regular Council	28-Jan	13.1.	Board of Variance member Appointees	THAT Council reappoint Leif Hagar, Matt Harbidge and Erik Larsen to serve on the Board of Variance for a three-year term.	Staff to write re-appointment letters to BOV members.	Nicole Morin	Administration	Complete
Regular Council	28-Jan	10.2.	Correspondence - CBT Grant Announcement	THAT Staff distribute the Clayoquot Biosphere Trust grant announcement through Ukee Mail and the "Societies" email group.	Staff to distribute the information through the Ukee Mail and the "Societies" email group.	Nicole Morin	Administration	Complete
Regular Council	10-Dec-19	8.2.	Delegation - ACRD Child Care Action Plan	THAT Staff write a letter in support of a \$10/day daycare to the MLA and MP in the appropriate ministries.	Staff to write a letter in support of \$10/day daycare to the MLA and MP in the appropriate ministries.	Nicole Morin	Corporate Services	Complete
Regular Council	10-Dec-19	9.1.	Letter of Support for Canadian Libraries Access to Digital Content Rosemary Bonanno, Executive Director, Vancouver Island Regional Library	THAT Staff send a letter of support for the right of Canadian libraries to access digital content for their communities.	Staff to send a letter in support for Canadian Libraries Access to Digital Content.	Nicole Morin	Corporate Services	Complete
Regular Council	14-Jan-20	8.2.	Sea View Seniors' Housing Society - Request for Letter of Support Randy Oliwa, Sea View Seniors' Housing Society Board Member	THAT Staff provide a letter of support regarding the Sea View Seniors Housing Society's business plan for the future possibilities of more housing.	Staff provide a letter of support for Sea View Seniors Society's business plan for additional housing.	Nicole Morin	Corporate Services	Complete
Regular Council	28-Jan	10.1.	THAT Staff disburse the UBC Rural Evidence Review and associated surveys through Ukee Mail.	Staff to send out via Ukee Mail.	Staff to send out via Ukee Mail.	Nicole Morin	Administration	Complete
Regular Council	28-Jan	14.1	Building Infractions and Zoning Bylaw Amendment for 2088 Peninsula Road	THAT District of Ucluelet Zoning Amendment Bylaw No. 1262, 2020, be given first and second reading and advanced to a public hearing.	Staff to bring the item to public hearing.	Joseph Rotenberg	Corporate Services	In Progress

Meeting	Date	Agenda Item #	Meeting Item Description	Resolution	Description	Staff Responsible	Department Responsible	Follow-Up Status
Regular Council	14-Jan-20	11.2.	Development and Development Variance Permit for 1580 Peninsula Rd.	THAT Council, with regard to the proposed exterior building renovation, landscaping and signage at the Ucluelet Consumers Co-operative store on Lot 1, District Lot 282, Clayoquot District, Plan VIP30080 (1580 Peninsula Road), approve the following: a. subject to public comment, issue Development Variance Permit DVP19-05 to allow 12 fascia signs with an overall area of 42.8 square metres, whereas section 3.21 and 4.3 of the District of Ucluelet's Sign Bylaw No. 1060, 2007, would allow only one fascia sign that is no greater than 2.3 square metres; and, b. issue Development Permit DP19-05 for a general building renovation, landscaping and signage on the CO-OP Grocery Store property.	Staff to issue Development permit and Development Variance permit.	Bruce Greig	Planning	In Progress
Regular Council	10-Dec-19	13.2.	Temporary Use Permit - 1861 Peninsula Road	THAT Council provide an opportunity for public comment on this item; and, THAT, subject to public comment, Council authorize issuance of Temporary Use Permit 19-06 to allow residential and seasonal accommodation for up to three years in the Thornton Motel located at 1861 Peninsula Road.	Staff to issue permit - sign, scan, file and receive deposit.	Nicole Morin	Planning	In Progress
Regular Council	11-Dec-18	12.2.	2019 Council Meeting Schedule	THAT Council direct staff to update the District of Ucluelet Council Procedures Bylaw No. 1166, 2014 to reflect the new meeting schedule.	Update Council Procedures Bylaw.	Joseph Rotenberg	Corporate Services	In Progress
Regular Council	14-Jan-20	12.2.	Zoning Bylaw Amendment for Two Existing Duplex Properties	THAT Council approve recommendation 1 of report item, "Zoning Bylaw Amendment for Two Existing Duplex Properties" which states: THAT District of Ucluelet Zoning Amendment Bylaw No. 1261, 2020, be given first and second reading and advanced to a public hearing.	Staff to bring this item to Public Hearing	Joseph Rotenberg	Corporate Services	In Progress - Public hearing scheduled for Feb 11, 2020
Regular Council	14-May-19	13.4.	Zoning Amendment, Housing Agreement & DVP (354 Forbes Road)	THAT Council, with regard to the proposal to renovate the building on Lot 17, District Lot 281, Clayoquot District, Plan VIP76147 (354 Forbes Road) and request for zoning amendments to permit commercial tourist accommodation on the property: give third reading to the "District of Ucluelet Zoning Bylaw Amendment Bylaw No. 1248, 2019"; give third reading to the "Ucluelet Housing Agreement Bylaw No. 1249, 2019"; and issue Development Variance Permit DVP19-03	Bring Bylaw No. 1248 & No. 1249 for adoption, once all subject to conditions being met	Bruce Greig	Planning	In Progress - waiting for applicant to meet conditions prior to adoption
Regular Council	08-Oct-19	14.1	Proposed Rezoning, Subdivision, and Development Permits for 221 Minato Road (Lot B, District Lot 286, Clayoquot District, Plan VIP79908)	THAT Council: a. indicate support for the updated proposal including an offer of a \$10,000 contribution to the District of Ucluelet for adding fencing, interpretive signs and protective barriers at trail ends to protect adjacent marine shoreline habitat; b. give the District of Ucluelet Zoning Amendment Bylaw No. 1244, 2019 First and Second reading; and, c. direct staff to prepare the necessary permits, covenants and agreements and present them to Council prior to Bylaw No. 1244 proceeding to a public hearing.	Staff to prepare the necessary permits, covenants and agreements and present them to Council prior to Bylaw No. 1244 proceeding to a public hearing.	Bruce Greig	Planning	In Progress - waiting for applicants' updated plan
Regular Council	26-Nov-19	13.2.	Lot 13 Marine Drive - Proposed Affordable Housing	THAT Council indicate it is prepared to support one or more of the following concessions sought by the developer of the proposed 33-unit micro-lot affordable housing development on Lot 13: consider adopting a DCC Cost Reduction and Waiver Bylaw for affordable housing and/or other categories of qualifying development and, if so, direct staff to prepare a draft bylaw and report on funding options for initial consideration and public input; and accept that purchase or rent by households earning the median income or less is deemed as meeting the intent of the District's policies for affordable housing, rather than households earning 80% of median income or less for this project.	Staff to prepare a draft bylaw and report, once applicant has provided details of their proposal.	Bruce Greig	Planning	In Progress - waiting for further details from applicant

Meeting	Date	Agenda Item #	Meeting Item Description	Resolution	Description	Staff Responsible	Department Responsible	Follow-Up Status
Regular Council	26-Nov-19	13.2.	Lot 13 Marine Drive - Proposed Affordable Housing	THAT Council encourage the applicant to provide further detail and / or clarification on the following: a. the proposed construction method, quality, energy efficiency and exterior materials of the housing units; b. details of the mechanism and legal instruments which would define and ensure the ongoing affordability of the units, for both rental and ownership models; c. detailed landscape preservation and stream corridor mitigation plans; and, d. analysis of servicing requirements and potential efficiencies with municipal utility networks and for connections through the site.	Staff to follow up with the applicant and prepare report for Council.	Bruce Greig	Planning	In Progress - waiting for further details from applicant
Regular Council	26-Nov-19	13.2.	Lot 13 Marine Drive - Proposed Affordable Housing	THAT Council approve recommendation 2 of report item "Lot 13 Marine Drive - Proposed Affordable Housing" which states: 2. THAT Council direct staff to prepare a zoning amendment bylaw to accommodate the use and density of the proposed affordable housing development on Lot 13, for introduction at a future Council meeting.	Staff to prepare zoning amendment bylaw.	Bruce Greig	Planning	In Progress - waiting for further details from applicant
Regular Council	25-Sep-18	11.3.	Lease with Ucluelet & Area Historical Society	THAT Council approve recommendation 1 of report item, "Lease With Ucluelet & Area Historical Society", which states: THAT Council enter into a lease agreement with the Ucluelet and Area Historical Society that is similar to their original Provincial Lease #111228 – Block A District Lot 1507, Clayoquot Land District for approximately 2.4 hectares.	Meet with UAHS looking at options. UAHS to get back to Ms. Fortune to confirm the direction they would like to proceed.	Abigail Fortune	Parks & Recreation	In Progress: with Historical Society for review and signing.
Regular Council	10-Dec-19			THAT Staff provide Council with options for rejuvenating the Frank Jones Memorial site.	Staff to provide Council with options for rejuvenating the Frank Jones Memorial site.	Abigail Fortune	Recreation	This will be part of overall master plan for Tugwell Field Area - Fall 2020. To be discussed Feb 20th, 2020.
Regular Council	22-Oct-19	10.2.	Community Child Care Space Creation Program and Community Child Care Planning Grant Program	THAT Council directs Staff to apply for the Community Child Care Planning Grant Program that is due January 31, 2020.	Staff to apply for the Community Child Care Planning Grant Program that is due January 31, 2020.	Abigail Fortune	Recreation	This work was completed by the ACRD Health Network and provided the District with helpful information about daycare needs.



STAFF REPORT TO COUNCIL

Council Meeting: February 11, 2020
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: BRUCE GREIG, MANAGER OF COMMUNITY PLANNING **FILE NO:** 2360-30-MULTI-USE PATH LICENCE
REPORT NO: 20-13

SUBJECT: EXPANSION OF LICENCE 1407317 FOR MULTI USE PATH TO CONNECT TO PRNPR.

ATTACHMENTS: APPENDIX A – LOCATION AND SITE PLANS
 APPENDIX B – ACRD STAFF REPORTS FROM THE JANUARY 29, 2020, WEST COAST
 COMMITTEE MEETING AGENDA
 APPENDIX C – MANAGEMENT PLAN, LICENCE 1407317

RECOMMENDATION:

1. **THAT** the District of Ucluelet make application to the Ministry of Forests, Lands, Natural Resource Operations and Rural Development to expand Licence of Occupation File 1407317, to allow for the extension of the West Coast Multi Use Path and other associated utility uses, between the existing Multi Use Path and Pacific Rim National Park Reserve;
2. **THAT** the District of Ucluelet Council supports the Alberni Clayoquot Regional District in making application to the BC Active Transportation grant for the West Coast Multi Use Path; and,
3. **THAT** the District of Ucluelet Council indicates support for the District to provide maintenance on the proposed new section of West Coast Multi Use Path on behalf of the Alberni Clayoquot Regional District, subject to future agreement on the level of service and fee.

PURPOSE:

To provide Council with updated information on the project being led by the Alberni Clayoquot Regional District (ACRD) to extend the multi-use pathway from its current end near the Junction, and the southern end of the ʔapsčiiik tʔašii trail (currently under construction by Parks Canada in the Pacific Rim National Park Reserve - PRNPR).

Motions of support are required from Council for inclusion in an application to expand the area covered by an existing Licence of Occupation from the Province for trail purposes, and also for inclusion with a grant application being prepared by the ACRD for partial funding of the trail extension project.

BACKGROUND:

The ʔapsčiiik t'ašii pathway through the PRNPR is scheduled to be completed in the fall of 2021. The ACRD has been taking steps to align approvals and funding for construction of connecting sections of multi-use pathway at either end of the PRNPR, to connect with the existing pathways to both Tofino and Ucluelet.

The existing Ucluelet multi-use path is located in an area of provincial highway right-of-way. The District holds a Licence of Occupation over a section of those provincial lands for the existing pathway and utilities. To enable the new section of pathway to be built and operated, the Licence of Occupation would need to be modified to cover the strip of land extending northwards from the Highway 4 junction to the edge of the PRNPR. ACRD staff have assisted in preparing an updated management plan for the Licence of Occupation (see **Appendix C**).

The location of the Ucluelet sections of existing and proposed pathways between the municipal boundary and the PRNPR are shown in **Appendix A**. ACRD staff reports providing background on the project and funding options are found in **Appendix B**.

DISCUSSION:

The first Council motion that is being requested is in support of making application to the Province to expand the Licence of Occupation. This would extend the licence area over the new section of pathway, to connect to PRNPR. The motion of support would also be included in the grant application being prepared by ACRD to the BC Active Transportation funding stream.

The District of Ucluelet maintains the existing multi-use path out to the junction. The portion of the path which extends beyond the municipal border, through ACRD Electoral Area 'C', is also maintained by District staff. Ucluelet is paid for this service by the ACRD under a maintenance agreement. The fee for this service is \$2,222.00 per km of pathway; this amount has not been updated since 2012 and is due to be revisited to ensure that the fee reflects actual costs.

Staff from the ACRD, Tofino and Ucluelet have begun discussions on the current level of service and future expectations – including a desire for consistency across the entire west coast pathway. Details of the level of service and annual maintenance fee can be worked out at a later date, with an updated service agreement to be presented to Council for approval. At this point, in support of the licence and grant applications, a Council motion is being requested to support in principle the expansion of this maintenance agreement to include the new section of trail to the PRNPR boundary.

TIME REQUIREMENTS – STAFF & ELECTED OFFICIALS:

Should Council provide the requested motions of support, the provincial grant and licence applications will be submitted by ACRD staff.

Staff will be having further discussions on level of service with the partners for the Regional Pathway, as well as revisiting the fee for the pathway maintenance.

FINANCIAL IMPACTS:

The service agreement for pathway maintenance in the ACRD should be updated to ensure cost recovery and renewal of this asset. Revisiting the terms of the agreement is timely along with capturing the length of new pathway to be maintained by District staff. Details of a new agreement would be presented to Council once a better understanding of the level of service and costs is known, for consideration against the municipal budget.

Extending the multi-use path to create a continuous corridor for non-vehicular travel from Ucluelet to Tofino will be a benefit for visitors. The ACRD has no public works or parks maintenance resources located on the west coast, so it makes sense for Ucluelet and Tofino to extend the range of their pathway maintenance activities over the Electoral Area 'C' portions of the path, as the most efficient and consistent service delivery option. Updating the servicing agreement between the District and the ACRD is timely to ensure full cost recovery and asset renewal.

OPTIONS:

Staff recommend that Council provide the motions in support of this project as set out earlier in this report. Those motions are necessary to support the Active Transportation grant which has a deadline of February 20th, 2020.

Respectfully submitted: Bruce Greig, Manager of Planning
 Abby Fortune, Manager of Recreation and Tourism
 Warren Cannon, Superintendent of Public Works
 Mark Boysen, Chief Administrative Officer

Appendix A

General Site Map

Area of Application

Yuuʔuʔiʔath Government Lands



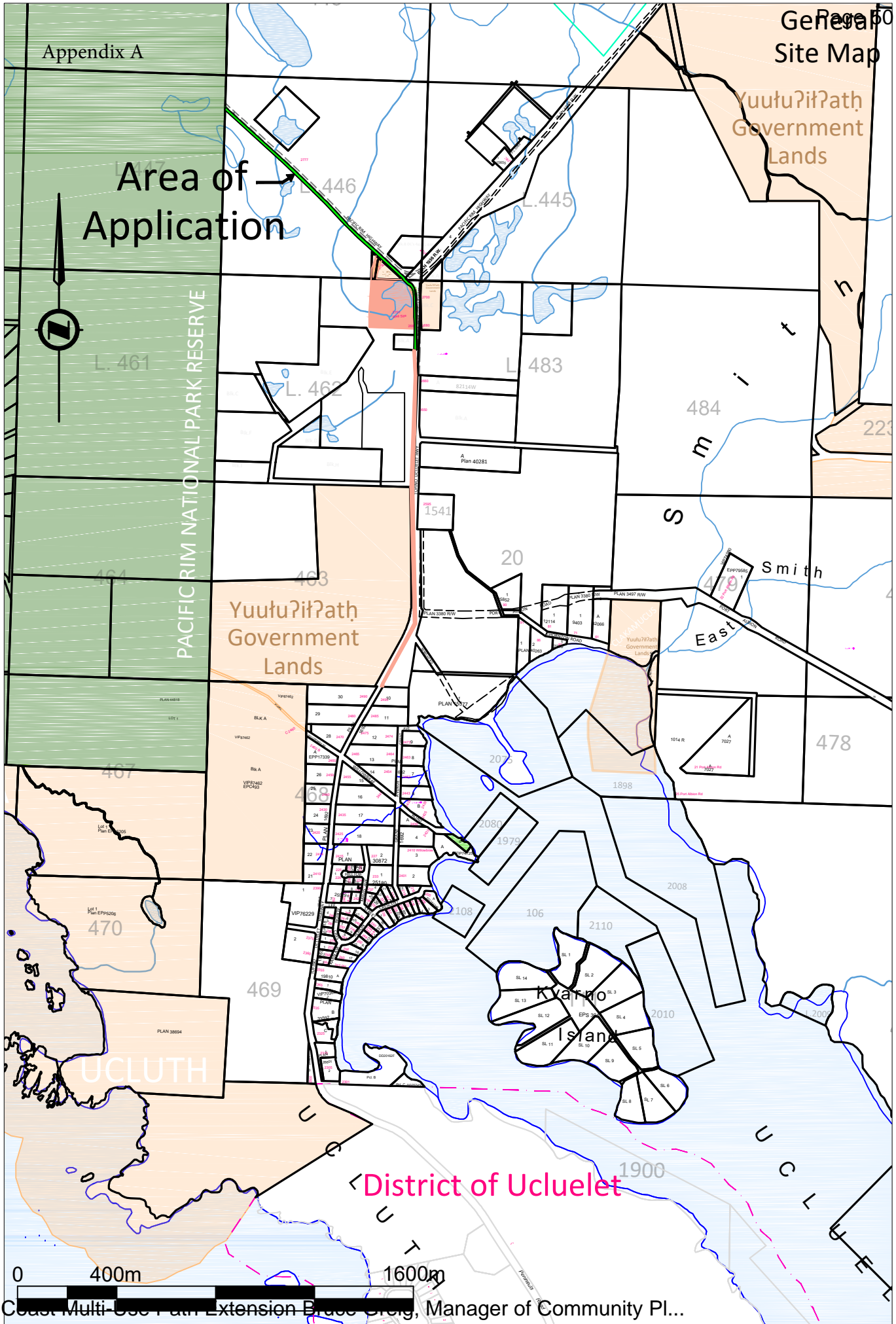
PACIFIC RIM NATIONAL PARK RESERVE

Yuuʔuʔiʔath Government Lands

Kvarno Island

District of Ucluelet

0 400m 1600m



128.25m at 181°30'49" from the NW corner of Lot 446 to the Point of Commencement, then southeasterly 1000m adjacent to edge of Pacific Rim Highway to southerly boundary of Lot 446, then 305.5m southerly to the SE corner of Blk A, Lot 462, following the edge of Tofino-Ucluelet Highway.

PoC Lat 48.99801° N
Long 125.359865° W

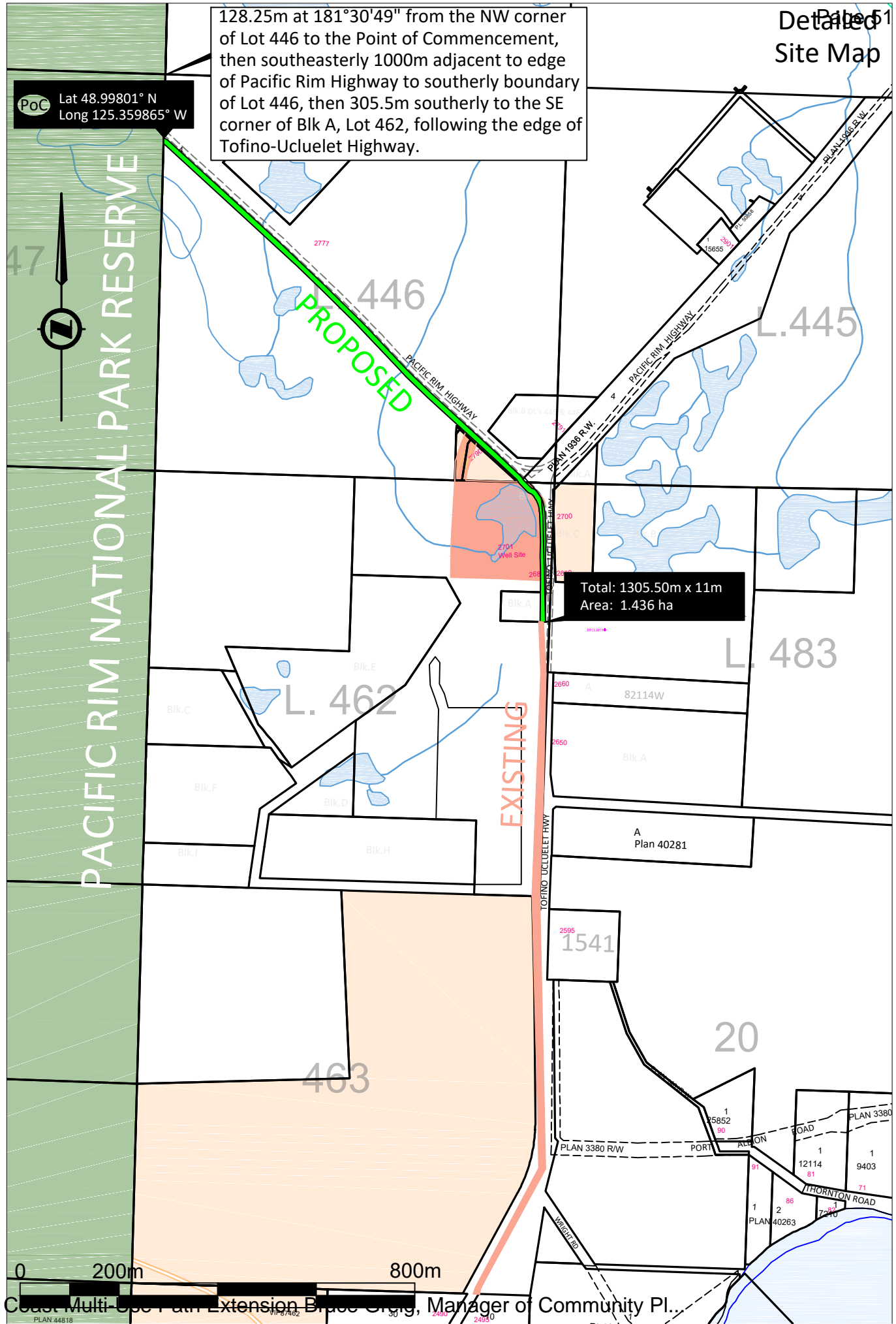
PACIFIC RIM NATIONAL PARK RESERVE



PROPOSED

EXISTING

Total: 1305.50m x 11m
Area: 1.436 ha





INFORMATION REPORT

To: West Coast Committee

From: Committee of the Whole/
Rob Williams, General Manager of Environmental Services
Teri Fong, Chief Financial Officer

Meeting Date: January 29, 2020

Subject: West Coast Multi Use Path

Recommendation:

THAT the West Coast Committee receive this report for information.

Desired Outcome:

To determine governance for the West Coast Multi Use Path (MUP) and to determine a level of service for all sections of the MUP.

Report

At the ACRD Committee of the Whole meeting on December 11, 2019 the committee requested that the attached report be referred to the West Coast Committee for consideration.

Additionally, the following resolutions were passed by the Committee of the Whole:

THAT the Committee of the Whole recommend that the ACRD Board of Directors include the West Coast Multi Use Path in the Regional Parks Function including the new sections, the section under construction as well as the existing sections of the trail in the District of Tofino, District of Ucluelet and Electoral Area C – Long Beach conditional to the West Coast Committee recommendation.

THAT the Committee of the Whole recommend that the ACRD Board of Directors allocate \$50,000 of the Regional Parks Capital Reserve and \$240,000 of Community Works Funding to the West Coast Multi Use Path construction in Area C (Ucluelet end) as the local government contribution for matching purposes for grant funding.

Staff have been pursuing grant applications for the MUP including through Island Coastal Economic Trust (ICE-T) and BC Active Transportation. ACRD has received notice from ICE-T that the submitted application made it through the Stage 1 process and ACRD has been invited to make a Stage 2 application by May 31, 2020 for a

value of \$200,000. Prior to submitting a Stage 2 application, matching funds for the grant must be fully addressed. Staff will be submitting a grant application to the BC Active Transportation Fund formerly called BikeBC in February for up to \$500,000. If both grants provide the anticipated funding and if both grant applications are successful, a shortfall of \$670,000 will still need to be funded by the ACRD or its members. As indicated in the above resolutions the Committee of the Whole recommend to the ACRD Board of Directors that they allocate \$50,000 of the Regional Parks Reserve and \$240,000 of Community Works Funding towards this project, leaving a shortfall of \$380,000.

New Info

Staff have discussed the MUP construction project with Ministry of Transportation and Infrastructure (MOTI) staff to explore any options or efficiencies with this construction project. Staff discussed the potential of extending the shoulder of the highway rather than creating a separated path. However, staff are of the opinion that a separated path from the highway would be viewed more favorably in the Active Transportation grant application process, as opposed to extending the highway shoulder. ACRD staff also discussed funding opportunities with MOTI for the MUP, and MOTI requires for a formal written financial support request.

ACRD, District of Ucluelet (DoU), and District of Tofino (DoT) staff discussed the West Coast MUP in terms of level of service, maintenance, and asset replacement in January.

Both DoU and DoT staff indicated that their portions of the MUP are over 20 years old and sections are due for replacement. DoT has a cost estimate for replacing existing MUP at a cost of \$536/m, with a goal of replacing 350m per year (\$187,600). DoU has not yet begun the replacement process but indicated that replacement costs need to be taken into consideration.

Level of Service varies along the sections of the MUP, depending on location and proximity to populated areas.

On the Tofino end of the peninsula more amenities are provided given the number of crossings on the trail (driveways and road intersections) and heavy use of the MUP, although the level of service does vary across the length of trail. DoT indicated that MOTI does maintain the grassy areas between the highway and the MUP, but DoT also supplements this mowing with an additional three to four additional cuts and utilizes summer students for weed whacking. DoT also sweeps the MUP once per month. This section of MUP includes two white lines, with a centre line with additional conflict paint at high conflict locations.

The Ucluelet MUP is located in a less populated area when compared with the Tofino MUP; therefore, has less amenities such as no centre line or edge paint markings with the exception of paint marking located at the entrance to Ucluelet. No trail signage is present; however, most driveway crossings are marked with paint. The DoU and the ACRD have a maintenance agreement for the 3.2km section of MUP located in Electoral Area C. This maintenance agreement authorizes DoU to complete the maintenance in exchange for \$2,222/km paid by the residents of the South Long Beach MUP service area. The dollar amount in the maintenance agreement has not been revisited since 2012 and requires updating to reflect actual maintenance and replacement costs that are higher than \$2,222/km.

All sections of the MUP are noted in the table below and shown on the attached map.

MUP Section	Length
District of Tofino (existing)*	6.3km
District of Tofino (under construction)	2.0km
Electoral Area 'C' (under construction)	0.8km
Pacific Rim National Park Reserve - ʔapsčiiik ʔašii	25.0km
Electoral Area 'C' (proposed)	1.2km
Electoral Area 'C' (existing)	3.2km
District of Ucluelet (existing)	3.4km
Total	41.9km

*Please note that the District of Tofino (existing section) is longer than previously reported.

Additional input is required to determine current maintenance costs, and once a level of service is selected, future maintenance costs can be determined.

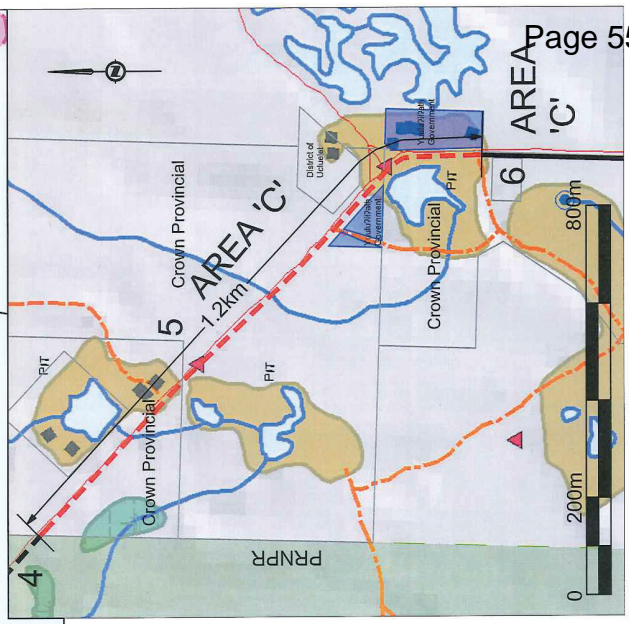
Next Steps

- Take the Committee of the Whole resolutions to the ACRD Board of Directors (February)
- Directors engage Federal Ministers for financial support
- Determine Level of Service for all MUP sections, requiring further input from Directors and DoT & DoU
- Submit a formal letter to MOTI requesting financial support
- Submit Active Transportation grant in February
- Submit ICE-T grant (Stage 2) in May

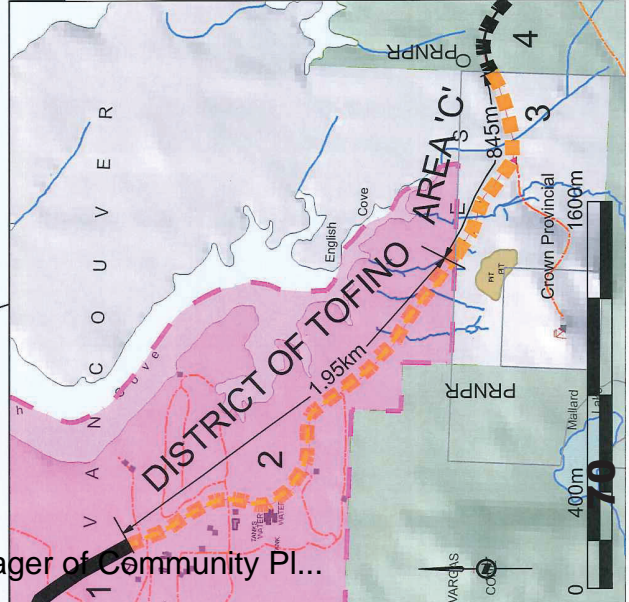
Submitted by: _____
Rob Williams, MSC, General Manager of Environmental Services

Teri Fong, CPA, CGA, Chief Financial Officer

Approved by: _____
Douglas Holmes, BBA, CPA, CA, Chief Administrative Officer



1. District of Tofino Existing Trail
2. District of Tofino Trail under construction
3. Area 'C' portion of trail under construction by District of Tofino
4. Pacific Rim National Park Reserve Ɂapsčiiik t'ašii Trail under construction
5. Area 'C' Proposed Trail extension
6. Area 'C' Existing Multi-Use Path
7. Ucluelet Existing Multi-Use Path





REQUEST FOR DECISION

To: Committee of the Whole

From: Rob Williams, General Manager of Environmental Services
Teri Fong, Chief Financial Officer

Meeting Date: December 11, 2019

Subject: Regional Parks Governance and Funding for West Coast Multi Use Path

Recommendation:

THAT the Alberni Clayoquot Regional District Committee of the Whole recommend that the ACRD Board of Directors include the West Coast Multi Use Path in the Regional Parks Function including the new sections, the section under construction as well as the existing sections of the trail in the District of Tofino, District of Ucluelet and Electoral Area C – Long Beach.

THAT the Alberni Clayoquot Regional District Committee of the Whole recommend that the Board of Directors allocate \$50,000 of the Regional Parks Capital Reserve and \$240,000 of Community Works Funding to the West Coast Multi Use Path construction in Area C (Ucluelet end) as the local government contribution for matching purposes for grant funding.

THAT the Alberni Clayoquot Regional District Committee of the Whole recommend that the Board of Directors approve the Level of Service for Regional Parks as presented at the meeting, that will help address safety, reliability, and cost effectiveness.

THAT the Alberni Clayoquot Regional District Committee of the Whole recommend that the Board of Directors direct staff to develop a Regional Parks Letter Patent conversion bylaw that ensures the apportionment method for the service is equitable based on the costs of each of the Regional Park assets and provides Treaty First Nation members the opportunity to participate in the service.

Desired Outcome:

To determine governance for the West Coast Multi Use Path (MUP), a level of service for the parks and trails as well as an apportionment method for the Regional Parks Service.

Background:

Earlier in 2019 the Alberni-Clayoquot Regional District (ACRD) Board of Directors directed staff to include the Log Train Trail in the Regional Parks function, addressing a long-standing issue of managing a trail asset outside of a legally enacted service. At this same time the Board directed staff to investigate options to apportion costs for the Regional Parks function that reflects the Board's determination of geographical divisions based on service participants and costs in each year. This approach was presented to Ministry of Municipal Affairs and Housing (MMAH) staff but the model does not meet the legislative requirements, as MMAH staff interpreted the model as creating multiple service areas within one establishing bylaw which is not permitted. Ministry staff did indicate that a similar outcome could be accomplished by establishing apportionment percentages that would then be set in the establishing bylaw but that the

apportionment percentages could not change each year by geographical divisions. There could be a review process where the percentages are reviewed for example once every five years. This 'locking in' of apportionment percentages is recommended by staff, but in order to calculate these percentages, the parks and trails included in this service need to be confirmed and the level of service more clearly defined.

The governance of the West Coast MUP needs to be confirmed because in 2019 the ACRD Board of Directors directed staff to pursue grant opportunities for the undeveloped section of the West Coast Multi Use Path in Electoral Area C near District of Ucluelet. This section of trail is currently not included in any of the existing governance models.

In developing this report staff used the following principles, as the basis of the recommendations, which have emerged from the Board's previous discussions:

1. Equity over time – recognizing that equity between areas may not occur each year but fairness in costs must occur over a period of time,
2. Regional focus – that often the benefit of a parks and trails service is not restricted to area boundaries but instead benefits a larger regional area,
3. Safe public service – including sound operating practices and reliable access to recreational opportunities.

West Coast Multi Use Path:

The attached report regarding the West Coast MUP was presented to the West Coast Committee on October 3, 2019 for discussion and was referred to this committee for further consideration. The Tofino contribution to the construction of the sections 2 and 3 was incorrect in the report and should have been \$401,200. The schedule attached to the report has been revised to reflect this change.

As for grant applications, since this report has been presented, staff have made a grant application to Island Coastal Economic Trust (ICE-T) for \$200,000 of funding towards the construction of the West Coast MUP. Staff received notice from ICE-T on December 2nd that we have made it through the Stage 1 process and have been invited to make a Stage 2 application within six months. Prior to submitting a Stage 2 application, matching funds for the grant must be fully addressed. Staff are also waiting to submit a grant application to the provincial 'Active Transportation Fund' formerly called BikeBC. Provincial staff have indicated that the grant opportunity will open soon. Previously the BikeBC grant program provided \$1 million dollars or up to 75% of the cost of construction. If both grants provide the anticipated funding and if both grant applications are successful, a shortfall of \$290,000 will still need to be funded by the ACRD or its members. Staff anticipate that funding announcements for both grant opportunities will occur in spring or summer 2020.

There are two separate components of the West Coast Multi Use Path that require discussion:

1. Governance and funding the ongoing operation costs once constructed

The West Coast MUP currently has no set governance established. The October 3, 2019 report details this discussion and the staff recommendation, based on the principles outlined at the beginning of this report, is to add the West Coast MUP into the Regional Parks Service including the following sections:

1. The existing trail section within the District of Tofino boundaries,
2. The currently under construction trail within the District of Tofino boundaries,
3. The currently under construction trail within Electoral Area C (Tofino end) being built by District of Tofino,
5. The proposed new section of trail within Electoral Area C (Ucluelet end) that is currently seeking grant funding for construction,
6. The existing trail section within Electoral Area C (Ucluelet end), and
7. The existing trail section within the District of Ucluelet boundaries.

Adding these sections of West Coast MUP to Regional Parks would transfer the costs that are currently paid directly by each of the Districts to the ACRD to be collected in a sub-regional approach. This recommended approach recognizes the regional significance that this trail will have on the West Coast. Equity will be achieved when setting a consistent level of service for maintenance along the entirety of the trail as well as the resulting apportionment percentages. Using this

funding mechanism does not need to change how the trail maintenance is performed, for example having each of the Districts perform the maintenance requirements at their respective ends of the path.

Other Governance Options Considered for West Coast MUP:

Due to the complexity the governance options issues there are other options that staff has considered:

- a) If the Board of Directors does not want to include all of the local government sections of the West Coast MUP in the Regional Parks Service then any combination of the sections could be considered. As an example, the following resolution could be considered:

THAT the Alberni-Clayoquot Regional District Committee of the Whole recommend that the Board of Directors designate only the newly constructed or to be constructed sections of the trail into the Regional Parks service including the currently under construction trail within the District of Tofino boundaries, the currently under construction trail within Electoral Area C (Tofino end) being built by District of Tofino, and the proposed new section of trail within Electoral Area C (Ucluelet end) that is currently seeking grant funding for construction.

This approach does not follow the principle of a regional focus but equity could still be achieved with the apportionment calculation.

- b) If the Board of Directors does not want to include any of the sections within municipal boundaries of the West Coast MUP in the Regional Parks Service then another governance model needs to be developed and presented to the electorate for consideration through a Referendum or Alternate Approval Process before proceeding with construction. If this is preferred, staff recommend the following resolution be considered:

THAT the Alberni-Clayoquot Regional District Committee of the Whole recommend that the Board of Directors direct staff to budget for a West Coast Multi Use Path proposed service in 2020 including costs for obtaining electorate consent.

This approach, depending on the participants, could still follow the principles of regional focus and equity but would include an additional step of electorate assent and creation of a new service.

- c) If the Board of Directors does not want to include any of the sections within municipal boundaries of the West Coast MUP in the Regional Parks Service or pursue another governance model then work to progress this strategic priority should be stopped until governance is determined. If this is preferred, staff recommend the following resolution be considered:

THAT the Alberni-Clayoquot Regional District Committee of the Whole recommend that the Board of Directors direct staff remove West Coast Multi Use Path as a strategic priority for 2020, for reconsideration in 2021, and withdraw grant applications until such time as governance and the local share of construction has been determined.

A regional district does not have authority to operate outside of a service establishing bylaw and therefore if governance is not defined then the project should be delayed until governance is determined.

2. Funding the construction shortfall

The October 3, 2019 report also outlines three apportionment options for funding the anticipated construction shortfall of \$290,000, this approach would see the ACRD requesting the funds from the respective local governments. Those governments could provide their share using their Community Works Funds or other funding mechanisms. These apportionment options were presented at the West Coast Committee meeting but did not seem to be generally supported so staff has spent time developing other funding options to consider in this discussion.

If the Board decides to include the West Coast MUP in the Regional Parks service then the Regional Parks Capital

Reserve could be used for a portion of trail construction as the reserve is anticipated to have approximately \$93,000 at the end of 2019. This funding would need to be replenished for other Regional Park assets and therefore the tax requisition for this service would need to increase to ensure that the fund is replaced. Another funding mechanism through Regional Parks service would be to use Municipal Finance Authority short term borrowing (to a maximum of five years). This would also result in an increased requisition but over a longer period of time.

Alternatively, the construction shortfall could be funded using Community Works Funding (CWF). This funding is generally used for Electoral Area projects only as the Municipalities receive their own CWF however in July 2019 the ACRD, like other local governments, received an additional one-time payment of \$488,809 that was not anticipated. The Board could allocate the entire \$290,000 from the CWF to this project as it is an eligible project. This use of CWF aligns with the Community Works Fund Policy that was adopted in May 2019 as it aligns with the strategic priorities of the ACRD and is quite regionally focused.

The staff recommendation for funding the construction shortfall is to use the Regional Park Capital Reserve for \$50,000 in combination with \$240,000 of Community Works Funding. This recommendation assumes that the West Coast MUP has been designated as a Regional Park. The principles that support this recommendation include that the West Coast members have participated in Regional Parks for a number of years with no clear direct benefit being received so this is an opportunity to balance the equity principle slightly. The Community Works Funding component of the recommendation is based on the regional significance of the project.

Other Construction Shortfall Options Considered for West Coast MUP:

Due to the complexity of these funding shortfall options there are other options that staff has considered:

- a) The Electoral Area Directors normally discuss Community Works Funds initiatives and make recommendations to the Board of Directors. If the Committee would like to provide this opportunity to the Electoral Area Directors Committee then the following motion should be considered:

THAT the Alberni-Clayoquot Regional District Committee of the Whole refer the request for \$240,000 of Community Works Fund for the construction of the West Coast Multi Use Path to the Electoral Area Directors Committee.

- b) If the Board of Directors would like staff to investigate the option of using Municipal Finance Authority short term borrowing then the following motion should be considered:

THAT the Alberni-Clayoquot Regional District Committee of the Whole direct staff to investigate the option of using Municipal Finance Authority short term borrowing of \$290,000 for the construction of the West Coast Multi Use Path.

- c) If the Board of Directors would like the West Coast members to consider contributing to the project using one of the apportionment funding mechanisms for the construction shortfall then the following motion should be considered:

THAT the Alberni-Clayoquot Regional District Committee of the Whole recommend that the Board of Directors direct staff to present to the councils of the West Coast members to request financial contributions to the West Coast Multi Use Path project.

Level of Service

The Regional Parks service has been operated at an unsustainable low level of funding for a number of years but, as the infrastructure ages and the risks associated with these parks and trails increases, more funding is required to support these services. This low level of service has been supplemented by volunteer work and grants which will continue to be pursued but cannot be relied on to address all maintenance and risks. For example, the type of maintenance work that is currently required mostly relates to bridges and culverts which is specialized work that cannot normally be completed by volunteers. Overall, the level of service for Regional Parks needs to support the intended purpose of the asset which, in this case, is to provide recreation opportunities to residents and visitors in a safe, reliable, and cost effective manner.

Time Requirements – Staff & Elected Officials

A significant amount of staff time has been involved in developing these options and will be required to address the change in governance model. Staff time has also been dedicated to preparing grant applications to fund the West Coast Multi Use Path. Should the trail be constructed, staff resources will be required for project management of the trail construction. Once the future governance model has been determined and established, the trail connection is complete, the amount of staff time required to support this service will be reduced to maintenance and long-term planning requirements.

Conversion Bylaw

If the Board of Directors determines the governance mechanism for the West Coast MUP and the level of service for Regional Parks overall is acceptable as presented, then the Conversion Bylaw to convert the Regional Parks Letter Patent to a Regional Park Establishing bylaw can be drafted for consideration by the Board. During this conversion process it would be a good opportunity to update the Treaty First Nation members of the Regional Parks service and determine if they want to participate in the service at this time. Staff would prepare a report to their governments and offer to attend a meeting to outline the service giving their elected officials an opportunity to learn more.

This conversion bylaw will propose an apportionment method that is equitable between the members and considers the costs of each individual park and trail asset within the service. The bylaw would also include a review clause that would set out how often the apportionment calculation is to be reviewed.

Submitted by:



Rob Williams, MSc, General Manager of Environmental Services



Teri Fong, CPA, CGA, Chief Financial Officer

Approved by:



Douglas Holmes, BBA, CPA, CA, Chief Administrative Officer

Licence of Occupation File 1407317 - Management Plan Appendix C

Project Title	District of Ucluelet – Licence of Occupation for Water Wells, Pumping Station, Water Line, Biking Trail, and for Telecommunications Equipment.
Crown Land File Number	1407317

1.0 BACKGROUND

1.1 Project Overview

(Describe project, location, size, access, season of use, description of operations, activities, level of use, improvements, or including construction and/or phased development details)

The licence area is an important link to utilities managed by the District of Ucluelet and provides access to an important recreational trail. The licence area is adjacent to the Ucluelet/Tofino Highway junction located near the Parks Canada Information Centre. The licence area includes approximately 6.01 hectares of land.

This management plan update includes an amendment to extend the licence area northwest for 1.3kms, adding 1.44 ha's of land to the licence, totaling 7.45 ha's. The amendment includes right-of-way area for an extension of the recreational trail as well as an extension to the water line to the Pacific Rim National Park Boundary (PRNPR).

The licence area is used on a daily basis.

Note: While the licence is held by the District of Ucluelet, the existing and proposed sections of the MUP are physically located in the Alberni-Clayoquot Regional District boundary. The existing trail is an ACRD service and is maintained by District of Ucluelet staff through a maintenance agreement.

1.2 Investigative Work

(Identify any assessments, appraisals, surveys, inventories that have been completed or are in process)

The amendment area has had a preliminary assessment to determine the feasibility of constructing a Multi Use Path (MUP) to connect existing trails with trails under construction in the PRNPR. When funding for trail is received a Qualified Environmental Professional will be utilized to assess the area.

1.3 First Nations

Identify First Nations with Traditional Territory overlapping this tenure.			
	Tseshaht First Nation		Hupacasath First Nation
	Huu-ay-aht First Nations	X	Yuułu?if?ath First Nation
	Uchucklesaht Tribe		Toquaht Nation
	Tla-o-qui-aht First Nation		Ahousaht First Nation
	Hesquiaht First Nation		Ditidaht First Nation

(Identify information sharing with relevant First Nations; dates of letters, emails, and summary of meetings)

ACRD staff met with Yuułu?if?ath First Nation on September 25, 2019 to discuss the MUP extension and other transportation topics. The ACRD Board of Directors have also discussed the MUP at the Board table. Yuułu?if?ath First Nation did not raise any concerns with the physical development of the trail.

2.0 LOCATION

2.1 General Description

(Provide a general description of the location of the project, including a General Location Map and a Detailed Site Plan map)

Licence is located at the Ucluelet/Tofino junction.

A general location map is attached, showing the existing licence area and the proposed additional area. A detailed Site Plan map is attached.

2.2 Location Justification

(Provide reasons/justification of the need for this project at this location)

The licence area is required to access associated utilities and to connect existing MUP's with the new MUP under construction in PRNPR.

2.3 Seasonal Expectations of Use

Project Phase (Construction/Operations)	Brief Description of Activity/Works	Season
Operational	Utility Operations	Year-round
Construction	Trail Construction	Spring - Fall
Operational	Trail Use (walking, biking)	Year-round

3.0 INFRASTRUCTURE AND IMPROVEMENTS

3.1 Facilities and Infrastructure

Infrastructure	Materials/Construction Methods	Construction Schedule
Water Wells	Four stainless steel submersible pumps/motors/piping/kiosks controls	N/A
Pumping Station	Cinder block exterior walls/flat roof/control panel/SCADA controls	N/A
Waterline	PVC water main to each well head/ PVC main transmission line	N/A
Multi-Use Path	Asphalt (Existing & Proposed)	Spring - Fall

3.2 Access

Road	Existing or Proposed	Road Classification (ex. FSR, MOTI)	Road User Agreement	Traffic Volume		Mitigation of Traffic Effects
				During Construction	Operationally	
Tofino/Ucluelet Highway	Existing	MOTI Highway	N/A	Minor increase in traffic during MUP construction.		Flaggers and signage as required.

3.3 Utility Requirements and Sources

(Describe any utility requirements, include agreements to access utilities)

Site is serviced by BC Hydro, no other access agreements

3.4 Water Supply

Water Source	Water Requirement (water system, surface, well)	Water Source	Volume	Infrastructure Description	Agreements
Primary potable water supply	Wells	Groundwater	Design capacity 10,497 m ³ /day	Four stainless steel submersible pumps/motors/piping/kiosks controls	No agreements

3.5 Waste Collection Treatment and Disposal

(Describe how waste will be managed. Identify if a septic system will be utilized)

There is no septic system on the licence area and none is proposed.

4.0 ENVIRONMENTAL

4.1 Land Impacts

4.1.1 Vegetation Removal

Y	Timber Removal Required?	Y	Vegetation Removal Required?
---	--------------------------	---	------------------------------

(Describe the type of timber or vegetation that is required to be removed. Note that timber removal will require a Licence to Cut application)

Merchantable timber (<1500m³) and vegetation removal will be required. A licence to cut application will be submitted after environmental work is completed, exact trail location is finalized, and volume of timber is more accurately estimated.

4.1.2 Soil Disturbance

(Describe if proposal will create soil disturbance; including clearing, grubbing, excavation and levelling. ID if site has potential to be contaminated. ID if there is potential for disturbance of archaeological artifacts)

The proposed trail will include clearing, grubbing, excavation and levelling. Contamination of this area is not known. Staff have reviewed archaeological records and have identified one Culturally Modified Tree that requires protection. There is a possibility that during construction other archaeological sites may be discovered. Construction crews will be briefed on this potential prior to construction commencing.

4.1.3 Riparian Encroachment

(Describe if any works are within or adjacent to riparian areas of bodies of water. If riparian areas are present ID required works, impacts and proposed mitigation strategies. Note that a Section 11 *Water Sustainability Act* notification will be required for in-stream works)

The trail will cross two known watercourses. A Section 11 *Water Sustainability Act* notification will be submitted. The MUP will require the installation of additional culverts under the MUP to allow amphibians to continue their migration, uninterrupted. Specialized fencing guides amphibians to the underpasses. The fencing will be readjusted to direct the amphibians to the new MUP underpass.

This area also requires an ACRD Development Permit for:

- DP Area I – Sensitive Ecosystem, Lost Shoe Creek Wellhead Protection area,
- DP Area II - Freshwater, and
- DP Area V – Highway Corridor.

The environmental work will guide future development in this licence area.

4.1.4 Pesticides and Herbicides

(Identify if pesticides or herbicides will be used)

N/A

4.1.5 Visual Impacts

(Describe if there will be any adverse effects on sight lines to the project area from surrounding areas likely to be used for scenic viewing by residents or other users)

N/A

4.1.6 Archeological Sites

(Describe results of Archeological query, and identify if further assessments were required)

Two archeological sites were found in the provincial archeological records. DfSj-80 is a CMT located at the entrance to the Way Point Surf Shop (2201 Pacific Rim Highway), on the NW side of the entrance road. The tree will be flagged and protected from the construction activities of the MUP.

DfSj-67, another CMT was recorded in 1996; however, it was reported destroyed later in 1996.

4.1.7 Construction Methods/Materials

(Describe construction materials, how they will be transported, and any impacts and mitigation strategies put in place for deleterious impacts)

Construction of the asphalt MUP will be as per the ACRD Development Permit based on recommendations from Qualified Environmental Professionals.

4.2 Atmospheric Impacts

4.2.1 Sounds, odor, gas or fuel emissions

(Will the project construction or operation cause impacts to nearby residents or wildlife through: sound, odor, gas, or fuel emissions? If so, describe the emission source, the project impacts, and the mitigation strategies)

The construction of the MUP, including clearing, grubbing, and paving will cause minor fuel emissions, odors, and sounds that will be temporary in nature. Mitigation strategies include constructing the MUP in an efficient manner, minimizing delays and impacts.

4.3 Water Impacts

4.3.1 Drainage Effects

(Describe the change to land drainage from this project including the potential impacts and mitigation strategies)

The construction of the MUP will not change drainage; but will require additional culverting for the two riparian areas, including fencing for the amphibian crossings.

4.3.2 Public Access

(Describe the if this project will impact public access including the potential impacts and mitigation strategies)

Public access to this area will be improved through the construction of a Multi-Use Path.

4.3.3 Flood Potential

(Describe if this project will result in a potential for flooding including the potential impacts and mitigation strategies)

N/A

4.4 Fish and Wildlife Habitat Impacts

4.4.1 Disturbance to Wildlife and Wildlife Habitat

(Describe any adverse effects to wildlife or wildlife habitat (See *BC Wildlife Act*, including seasonal considerations, potential adverse effects from changes to access for hunters and fishers, along with mitigation strategies)

The environmental work as described in Section 4.1.3. outlines the assessments required to address any impacts to wildlife or wildlife habitat. No impacts to hunters and fishers because of this licence.

4.4.2 Description of Streams, Lakes, Estuarine, and Marine Environments

Water Source	Impact	Mitigation Strategies
Unnamed tributary from Swan Lake	Unknown	Environmental Assessment (Development Permit areas) will guide development.
Unnamed tributary from Lost Shoe Creek	Unknown	Environmental Assessment (Development Permit areas) will guide development.

4.4.3 Erosion/Sedimentation

(Describe if this project will increase erosion or sedimentation including the potential impacts and mitigation strategies)

During construction of the MUP a sediment management plan prepared by a biologist, will be utilized to mitigate and erosion or sedimentation from the operations.

4.4.4 Water Diversion

(Describe if the project will require water diversion including the potential impacts and mitigation strategies)

N/A

4.4.5 Species at Risk

(Describe if the project will impact, threaten or endanger species at risk – Check *Species at Risk Act*)

Northern Red-Legged Frog (SARA - Special Concern), (Provincial – Blue Listed).

Dromedary Jumping Slug (SARA – Threatened), (Provincial – Red Listed).

There is a Forest and Range Practices Act, Wildlife Habitat Area 1-393 surrounding Swan Lake, for the Red-Legged frog, on the opposite side of the highway from the proposed MUP area.

5.0 SOCIO-COMMUNITY

5.1 Land Use

(Describe the community setting near the project, including the location of non-aboriginal and aboriginal communities of known use areas)

The community of Hitacu is approximately 9km away from the licence area. The community of Ucluelet is approximately 8km away from the licence area.

5.1.1 Land Management Plans

(Describe land use plans, Official Community Plans, zoning, etc.)

The licence area is located in the Alberni-Clayoquot Regional District. The Long Beach Official Community Plan (OCP) designates the licence area as partially 'Sand & Gravel', and partially 'Community Services' & 'Parks & Recreation'. The ACRD Zoning Bylaw designates the licence area as 'A4 Forest Reserve District'. The uses outlined in the licence document comply with the permitted uses on the OCP and Zoning bylaw.

5.2 Socio-Community Conditions

5.2.1 Adjacent Users or Communities

(Describe if the project will restrict public access, or the ability of adjacent land owners or tenure holder to access their property or tenures)

The utility portion of the licence area does not currently permit public access; however, the existing MUP and proposed MUP will increase public access to these sections of Crown land. This licence area does not restrict access to adjacent land holders.

5.2.2 Existing Services

(Describe if this project will increase demand on fire protection and other health facilities and emergency services including the potential impacts and mitigation strategies)

No increase in services is anticipated.

Prepared by:

Bruce Greig
Manager of Community Planning
District of Ucluelet

Prepared on:
February 5, 2020



STAFF REPORT TO COUNCIL

Council Meeting: FEBRUARY 11, 2020
500 Matterson Drive, Ucluelet, BC V0R 3A0

FILE NO: 3900-25

FROM: NICOLE MORIN, CORPORATE / PLANNING CLERK

REPORT NO: 20-12

SUBJECT: SINGLE-USE ITEM REGULATION BYLAW NO. 1266, 2020

ATTACHMENT(S): APPENDIX A – BYLAW NO. 1266, 2020

RECOMMENDATION(S):

1. **THAT** “District of Ucluelet Single-Use Item Regulation Bylaw No. 1266, 2020” be introduced and given first, second and third reading.
2. **THAT** a copy of the Bylaw be sent to the Minister of Environment and Climate Change Strategy for approval.
3. **THAT** an opportunity for representations from the public be provided before adoption.

PURPOSE:

The purpose of this report is to introduce a revised single-use item bylaw for Council’s consideration.

BACKGROUND:

In May of 2019, Council adopted “District of Ucluelet Single-Use Plastic Regulation Bylaw No. 1247, 2019” (the “2019 District Bylaw”). The 2019 District Bylaw was enacted pursuant to the municipal authority to regulate business under section 8 (6) of the *Community Charter* in order to regulate the distribution of paper and plastic bags by businesses in Ucluelet. District of Ucluelet and District of Tofino adopted essentially the same regulations in order to ensure a cohesive regulatory scheme across the West Coast, and modelled the regulations on a similar bylaw passed by the City of Victoria (the “City”) in 2018 (the “Victoria Bylaw”).

In 2018, a challenge to the validity of the Victoria Bylaw was dismissed by BC Supreme Court and the Victoria Bylaw came into effect on July 1, 2018. In July 2019, the BC Court of Appeal overturned the Supreme Court decision and declared the Victoria Bylaw invalid on the grounds that it was an environmental measure rather than a business regulation. As such, the Court of Appeal ruled that it should have been enacted under the municipal power to pass bylaws for the protection of the natural environment, which required approval from the (then) Minister of Environment prior to adoption.

On January 23, 2020, the Supreme Court of Canada declined to hear the City's appeal and the Court of Appeal's decision is final.

Even after the Court of Appeal ruling setting aside the Victoria Bylaw, the 2019 District Bylaw remains unchallenged and in force, and the majority of local customers and businesses in Ucluelet and Tofino continue to adopt reusable bag alternatives.

DISCUSSION:

The implementation of the 2019 District Bylaw, and similar District of Tofino bylaw, has been considered highly successful due to the rapid adoption and compliance by local businesses, and the enthusiastic community response. Following the guidance from the BC Court of Appeal, staff is recommending that Council give consideration to the enactment of Bylaw No. 1266 which would:

1. Repeal the 2019 District Bylaw; and
2. Enact a single use item regulation under the concurrent sphere of authority to protect the natural environment found in section 8(3)(j) of the *Community Charter*.

Section 9 of the *Community Charter* requires that before a bylaw is adopted under the concurrent authority to protect the natural environment, approval from the Province must be sought. One of the ways listed in section 9(3) is through approval of the minister responsible. Therefore, before Council adopts Bylaw No. 1266, approval from the Minister of Environment and Climate Change Strategy is required.

The proposed new Bylaw No. 1266 has similar provisions to the 2019 District Bylaw with the following changes:

1. The preamble has been amended to expressly identify that the bylaw is being adopted for the protection of the natural environment;
2. Section 4 of the bylaw, which lists the exemptions to allow for single use bags in certain cases, has been amended to expressly exempt small paper and plastic bags only (under 15cm x 30cm) to avoid any uncertainty as to the scope of the exemption; and
3. Transition provisions contained in the original bylaw have been removed as there is no need for gradual introduction of the new bylaw.

POLICY OR LEGISLATIVE IMPACTS:

Council's power to amend or repeal a bylaw is subject to the same requirements as the power to adopt a new bylaw under that authority (S. 137 of the *Community Charter*). As "District of Ucluelet Single-Use Plastic Regulation Bylaw No. 1247, 2019" was adopted under section 8 (6) [business regulation] of the *Community Charter*, its repeal is subject to the same notification and public comment provisions as its adoption.

Before repealing Bylaw No. 1247, Council must:

- give notice of its intention in the form and manner, at the times and as often as the council considers reasonable, and
- provide an opportunity for persons who consider they are affected by the bylaw to make representations to Council.

Staff recommends that notice be given through the agenda publishing process (email subscription, social media, website) and that an opportunity for public representations be provided before adoption, after ministerial approval.

Timeline:

The timeline for adoption and enforcement of Bylaw No. 1266 is as follows:

- February 2020: Bylaw receives first, second and third reading and is forwarded to Minister of Environment and Climate Change Strategy for approval.
- Spring 2020: Opportunity is provided for public representations to Council.
- Spring/Summer 2020: Bylaw No. 1266, 2020 is adopted and Bylaw No. 1247, 2019 is repealed.
- Spring/Summer 2020: Bylaw No. 1266, 2020 comes into force.

FINANCIAL IMPACTS:

There are no additional financial impacts associated with the enactment of Bylaw No. 1266 or the repeal of Bylaw No. 1247.

OPTIONS REVIEW:

1. **THAT** Council give first, second, and third reading to the “District of Ucluelet Single-use Item Regulation Bylaw No. 1266, 2020”. **(Recommended)**
2. **THAT** Council make amendments to Bylaw No. 1266 and give first, second and third reading to the “District of Ucluelet Single-use Item Regulation Bylaw No. 1266, 2020” as amended.
3. **THAT** Council provide alternative direction to staff.

Respectfully submitted: Nicole Morin, Corporate / Planning Clerk
Mark Boysen, Chief Administrative Officer

DISTRICT OF UCLUELET**BYLAW NO. 1266, 2020**

A bylaw to regulate single-use items.

WHEREAS the *Community Charter* authorizes a council to regulate in relation to protection of the natural environment with approval from the minister responsible;

AND WHEREAS the Council of the District of Ucluelet wishes to establish a bylaw to reduce the creation of waste from single-use items and the associated municipal costs to better steward municipal property, including sewers, streets, parks, beaches and waterways;

AND WHEREAS the Council of the District of Ucluelet wishes to promote responsible and sustainable environmental practices that are consistent with the values of the community;

NOW THEREFORE the Council of the District of Ucluelet, in open meeting, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as the “District of Ucluelet Single-Use Item Regulation Bylaw No. 1266, 2020.”

2. Definitions

In this bylaw:

“Checkout Bag” means:

- (a) any bag that is intended for the purpose of transporting items received by a customer from a Business;
- (b) and includes Paper Bags, Plastic Bags, or Reusable Bags;

“Business” means any person, organization, or group engaged in a trade, business, profession, occupation, calling, employment or purpose that is regulated under the Business Licence Regulation Bylaw and, for the purposes of section 3, includes a person employed by, or operating on behalf of, a Business;

“Drinking Straw” means a tube used to transfer a beverage from a container to the mouth of the individual drinking the beverage by suction;

“Reusable Bag” means a bag with handles that is for the purpose of transporting items purchased by the customer from a Business and is designed and manufactured to be capable of at least 100 uses;

“Paper Bag” means a bag made out of paper, but does not include a Small Paper Bag;

“Plastic Bag” means any bag made with plastic, including biodegradable plastic or compostable plastic, but does not include a Reusable Bag;

“Plastic Drinking Straw” means a straw made primarily of plastic, including biodegradable or compostable plastic;

“Small Paper Bag” or “Small Plastic Bag” means any bag made out of paper that is less than 15 centimetres by 30 centimetres when flat.

3. Regulation

(1) Except as provided in this Bylaw, no Business may provide a customer with any of the following items:

- (a) Checkout Bag;
- (b) Plastic Drinking Straw.

(2) A Business may provide a Checkout Bag to a customer only if:

- (a) the customer is first asked whether they need a bag;
- (b) the bag provided is a Paper Bag or a Reusable Bag; and
- (c) the customer is charged a fee not less than:
 - (i) \$0.25 per Paper Bag; and
 - (ii) \$2.00 per Reusable Bag.

(3) For certainty, no Business may:

- (a) sell or provide to a customer any of the items listed in section (1) except as provided by this Bylaw; or
- (b) provide a Checkout Bag to a customer free of charge.

(4) No Business shall deny or discourage a customer from using their own Checkout Bag or drinking straw.

4. Exemptions

(1) Section 3 does not apply to Small Paper Bags or Small Plastic Bags used to:

- (a) package loose bulk items such as fruit, vegetables, nuts, grains, and candy;
- (b) package loose small hardware items such as nails and bolts;
- (c) contain or wrap frozen foods, meat, poultry, or fish, whether pre-packaged or not;
- (d) wrap flowers or potted plants;
- (e) protect prepared foods or bakery goods that are not pre-packaged;
- (f) contain prescription drugs received from a pharmacy;

(2) Section 3 does not apply to Plastic Bags used to protect linens, bedding, construction materials or other similarly large items that cannot easily fit in a Reusable Bag;

(3) This bylaw does not apply to the sale of Plastic Bags intended for use at the customer’s home or business, provided they are prepackaged and sold in packages of multiple bags.

- (4) This bylaw does not apply to the sale of Plastic Drinking Straws intended for use in the customer's home, provided they are sold in packages of multiple straws.
- (5) Notwithstanding section 3(2) and 3(3), a Business may provide a Checkout Bag without asking and free of charge if the bag has been donated to the Business for the purpose of being reused by other customers, and:
 - (a) the bag has already been used by a customer, or
 - (b) in the case of a Reusable Bag, the bag is made from 100% recycled materials.

5. Offence

- (1) A person commits an offence and is subject to the penalties imposed by this bylaw, and the Offence Act if that person:
 - (a) contravenes a provision of this bylaw;
 - (b) consents to, allows, or permits an act or thing to be done contrary to this bylaw; or
 - (c) neglects or refrains from doing anything required by a provision of this bylaw.
- (2) Each day that a contravention of a provision of this bylaw occurs or continues shall constitute a separate offence.

6. Enforcement

- (1) Bylaw Enforcement Officers of the District of Ucluelet are responsible for the enforcement and administration of this Bylaw.
- (2) For the purposes of this bylaw, the designated Bylaw Enforcement Officer means any of the following:
 - (a) Chief Administrative Officer or his designate;
 - (b) Bylaw Enforcement Officer or his designate or
 - (c) Manager of Community Planning or his designate.
- (3) No person shall unreasonably obstruct or prevent a Bylaw Enforcement Officer from carrying out his or her duties as prescribed in this bylaw. The Bylaw Enforcement Officer is authorized and empowered to inspect, compel and require that all the regulations and provisions in this bylaw are carried out.
- (4) Every person who contravenes any provision of this bylaw, or who suffers or permits any act or thing to be done in contravention of this bylaw, or who refuses, omits, or neglects to fulfil, observe, carry out, or perform a duty or obligation imposed by this bylaw, shall be deemed to have committed an offence against this bylaw and:
 - (a) shall be liable to a fine set out in "Schedule A" attached hereto and forming part of this bylaw, as amended from time to time; or
 - (b) shall be liable to a penalty set out in the "Municipal Ticket Information System Bylaw No. 949, 2004" as amended from time to time; or
 - (c) shall be liable, upon summary conviction, to the penalties provided under the

“Offence Act” and amendments thereto; or
 (d) any combination of (4) (a), (b), and (c).

(5) The intent of this Bylaw is to set standards of general public interest, and not to impose a duty on the District of Ucluelet or its employees to enforce its provisions and:

- (a) A failure to administer or enforce its provisions or the incomplete or inadequate administration or enforcement of its provisions is not to give rise to a cause of action in favour of any person; and
- (b) The grant of any approval or permission or issuance of any permit is not a representation, warranty or statement of compliance with the Bylaw and the issuance thereof in error is not to give rise to a cause of action.

7. Severability

If any provision of this Bylaw is held to be invalid by any court of competent jurisdiction, that provision shall be severed and its severance shall not affect the validity of the remainder of the Bylaw.

8. Effective Date

This Bylaw shall come into force and effect on [Month, Day, Year of Adoption].

9. Repeal

“District of Ucluelet Single-Use Plastic Regulation Bylaw No. 1247, 2019” is hereby repealed.

READ A FIRST TIME this [] day of [], 2020.

READ A SECOND TIME this [] day of [], 2020.

READ A THIRD TIME this [] day of [], 2020.

APPROVED BY THE MINISTRY OF ENVIRONMENT AND CLIMATE CHANGE STRATEGY this [] day of [], 2020.

NOTICE GIVEN UNDERS SECTION 59(2)A AND (3) OF THE COMMUNITY CHARTER on this [] day of [], 2020.

OPPORTUNITY TO MAKE REPRESENTATIONS TO COUNCIL UNDER SECTION 59(2)(B) PROVIDED this [] day of [], 2020.

ADOPTED this this []day of [], 2020.

CERTIFIED A TRUE AND CORRECT COPY of the “District of Ucluelet Single-Use Item Regulation Bylaw No. 1266, 2020.”

Mayco Noël
Mayor

Mark Boysen
Corporate Officer

THE CORPORATE SEAL of the
District of Ucluelet was hereto
affixed in the presence of:

Mark Boysen
Corporate Officer

SCHEDULE "A"
Fines and Penalties

Fines for tickets issued pursuant to this Bylaw shall be as follows:

Description of Offence	Section #	Fine - 1st Offence	Fine - if paid within 7 days	Fine - 2nd and Each Subsequent Offence
Providing a Checkout Bag to a customer except as provided in the bylaw	3(1)(a)	\$100	\$75	\$200
Providing a Plastic Drinking Straw to a customer except as provided in the bylaw	3(1)(b)	\$100	\$75	\$200
Denying or discouraging customer's own Checkout Bag or Drinking Straw.	3(4)	\$100	\$75	\$200