



REGULAR MEETING OF COUNCIL

George Fraser Community Room, Ucluelet Community Centre,
500 Matterson Drive, Ucluelet, and
Electronically via Zoom ([Ucluelet.ca/CouncilMeetings](https://ucluelet.ca/CouncilMeetings))
Tuesday, February 11, 2025 @ 4:00 PM

AGENDA

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1. CALL TO ORDER	
1.1. ACKNOWLEDGEMENT OF THE YUULU?I?ATH	
Council would like to acknowledge the Yuulu?i?ath, on whose traditional territories the District of Ucluelet operates.	
1.2. NOTICE OF VIDEO RECORDING	
Audience members and delegates are advised that this proceeding is being video recorded and broadcast on YouTube and Zoom, which may store data on foreign servers.	
2. LATE ITEMS	
3. APPROVAL OF THE AGENDA	
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- 7.2. Council Strategic Priorities Update 141 - 155
Duane Lawrence, CAO
[IRTC - Council Strategic Priorities Update](#)
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8. NOTICE OF MOTION
9. MAYOR'S ANNOUNCEMENTS AND COUNCIL COMMITTEE REPORTS
- 9.1. Councillor Shawn Anderson
Deputy Mayor, April 1 - June 30, 2025
- 9.2. Councillor Jennifer Hoar
Deputy Mayor, January 1 - March 31, 2025
- 9.3. Councillor Ian Kennington
Deputy Mayor, July 1 - September 30, 2025
- 9.4. Councillor Mark Maftai
Deputy Mayor, October 1 - December 31, 2025
- 9.5. Mayor Marilyn McEwen
10. QUESTION PERIOD
11. CLOSED SESSION
- 11.1. Procedural Motion to Move In-Camera
- THAT** the February 11, 2025 Regular Council Meeting be closed to the public pursuant to the following section of the Community Charter:
- 90(2)(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party;
12. ADJOURNMENT



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 12:00 p.m. five clear days before a 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 10 minutes early 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 McEwen.

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: _____

Organization Name: _____

Name of person(s) to make presentation: _____

Topic: _____

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

Please describe:

Contact person (if different from above): _____

Telephone Number and Email: [REDACTED] _____

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.

The personal information you provide on this form is collected under s. 26(c) of the FOIPPA and will be used for the purpose of processing your application to appear as a delegation before the District of Ucluelet Council. The application will form part of the meeting's agenda and will be published on the website. Your personal telephone number and e-mail address will not be released except in accordance with the Freedom of Information and Protection of Privacy Act. Questions about the collection of your personal information may be referred to the Manager of Corporate Services 200 Main Street, PO Box 999, Ucluelet BC, V0R 3A0 or by telephone at 250-726-7744.



REPORT TO COUNCIL

Council Meeting: February 11, 2025
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JEFFREY CADMAN, DIRECTOR OF FINANCE

FILE No: 3900-25 BYLAW No. 1370

SUBJECT: 2025 – 2029 FIVE-YEAR FINANCIAL PLAN

REPORT No: 25-13

ATTACHMENT(s): APPENDIX A – DISTRICT OF UCLUELET 2025-2029 FINANCIAL PLAN BYLAW No. 1370, 2025
APPENDIX B – BUDGET FEEDBACK 2025

RECOMMENDATION(s):

THAT Council give first, second and third reading to *District of Ucluelet 2025 - 2029 Financial Plan Bylaw No. 1370, 2025*.

BACKGROUND:

Five-Year Financial Plan Bylaw

Section 165 of the *Community Charter* states:

165 (1) A municipality must have a financial plan that is adopted annually, by bylaw, before the annual property tax bylaw is adopted.

The financial planning period is five years and must set out the objectives and policies of the municipality in relation to each of the funding sources, the distribution of property tax values for each of the classes that are subject to tax, and the use of permissive tax exemptions.

The Financial Plan must also set out the proposed expenditures, funding sources, and transfers between funds. The proposed expenditures must have separate amounts for principal and interest on municipal debt, capital additions, and any amounts required for deficiencies from one year to another.

In addition, the Financial Plan must set out separate funding sources for property taxes, parcel taxes, fees, borrowing, and all other sources. Transfers between funds must set out separate amounts for each reserve fund and accumulated surplus.

If actual expenditures and transfers to other funds for a year exceed actual revenues and transfers from other funds for the year, the deficiency must be included in the next year's financial plan as an expenditure in that year.

Further, under Section 166 of the *Community Charter*, a Council must undertake a process of public consultation regarding the proposed Financial Plan before the bylaw can be adopted. Public consultation was undertaken throughout the budget process beginning in November

2024. This included Council Meetings on November 26, 2024, December 10, 2024 and January 30, 2025. All presentations to date are accessible on the District's website. An in person open house was also held January 30, 2025, and online feedback was invited until February 10, 2025. All written feedback is included in this agenda package for review.

POLICY OR LEGISLATIVE IMPACTS:

The 2025-2029 Financial Plan Bylaw completes the Financial Plan process for 2025 and enables the District of Ucluelet to execute the budget as proposed. The Tax rate bylaw will be presented as soon as the ACRD tax rates are available.

Respectfully submitted: Jeffrey Cadman, Director of Finance

DISTRICT OF UCLUELET**Bylaw No. 1370, 2025**

A Bylaw to Adopt the Five-Year Financial Plan
for the Period 2025 to 2029 Inclusive

WHEREAS Section 165 of the Community Charter requires a Municipality to annually prepare and adopt a financial plan, by bylaw, in each year; and

WHEREAS expenditures not provided for in the financial plan or the financial plan as amended, are not lawful except in the event of an emergency;

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

Citation

1. This bylaw may be cited for all purposes as the "**District of Ucluelet 2025 - 2029 Financial Plan Bylaw No. 1370, 2025**".

Objectives and Policies

2. Schedule "A" attached to and forming part of this bylaw, sets out the objective and polices for the period January 1, 2025 to December 31, 2029.

Consultation

3. Pursuant to Section 166 of the Community Charter, public consultation occurred throughout the budget process beginning in November 2024. As well, online feedback took place until February 10, 2025.

Repeal

4. The District of Ucluelet 2024 - 2028 Financial Plan Bylaw No. 1339, 2024 is repealed.

READ A FIRST TIME this ** day of ***, ****.

READ A SECOND TIME this ** day of ***, ****.

READ A THIRD TIME this ** day of ***, ****.

ADOPTED this ** day of ***, ****.

CERTIFIED CORRECT; "District of Ucluelet 2025 – 2029 Financial Plan Bylaw No. 1370, 2025.

Marilyn McEwen
Mayor

Duane Lawrence
Corporate Officer

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

Duane Lawrence
Corporate Officer

Schedule "A"
"District of Ucluelet 2025 - 2029 Financial Plan Bylaw No. 1370, 2025"

Statement of Objectives and Policies:

In accordance with Section 165(3.1) of the Community Charter, municipalities are required to include in the Five-Year Financial Plan, objectives and policies regarding each of the following:

- 1) For each of the funding sources described in Section 165(7) of the Community Charter, the proportion of total revenue that is proposed to come from that funding source;
- 2) The distribution of property value taxes among the property classes that may be subject to taxes; and
- 3) The use of permissive tax exemptions.

The current financial plan provides for \$27,247,993 to be generated for the 2025 year.

Revenue Objectives

- a) The District will review fees and charges regularly to maximize recovery of the cost of service delivery;
- b) The District will actively pursue alternative revenue sources to help minimize property taxes;
- c) The District will consider market rates and charges levied by other public and private organizations for similar services in establishing rates, fees and charges;
- d) The District will establish cost recovery policies for fee-supported services, and these policies will consider whether the benefits received from the service are public and/or private;
- e) The District will establish cost recovery policies for the services provided for other levels of government;
- f) General Revenues will not be dedicated for specific purposes, unless required by law or generally accepted accounting practices (GAAP); and
- g) The District will develop and pursue new and creative partnerships with government, community institutions (schools, churches), and community groups as well as private and non-profit organizations to reduce costs and enhance service to the community.

REVENUE	2025	Percent of total
Property Taxes	\$6,144,351	22.55%
1% Utility Taxes	47,155	0.17%
Federal/Provincial in Place of Taxes	92,033	0.34%
Total Taxes	\$6,283,539	23.06%
Business Licences	223,000	0.82%
Cemetery	4,080	0.01%
DCC	0	0.00%
Debt Funding	4,014,029	14.73%
Grants from other levels of government	6,779,965	24.88%
Harbour	440,889	1.62%
Interest	535,444	1.97%
Permits	158,250	0.58%
Protective Service Agreements	81,280	0.30%
Parking Program	400,000	1.47%
Miscellaneous Fees & Cost Recovery	52,339	0.19%
Recreation Fees	522,576	1.92%
Sewer System	613,600	2.25%
Transfers from Surplus/Reserves	6,273,002	23.02%
Water System	866,000	3.18%
Total Revenue	\$27,247,993	100.00%

Surplus Funds Objective

The Community Charter does not allow municipalities to plan for an operating deficit (i.e. where expenditures exceed revenues). To ensure this situation does not occur, revenue projections are conservative and authorized expenditures will be closely monitored. The combination of conservative revenue projections and controlled expenditures should produce a modest annual operating surplus.

Debt Objective

- a) One-time capital improvements and unusual equipment purchases;
- b) When the useful life of the capital project will exceed the term of financing;
- c) Major equipment purchases;
- d) The maximum borrowing amount to be limited to what is allowed under the Community Charter; and
- e) Reserves are to be considered as a funding source before debt.

Reserve Funds Objective

- a) Provide sources of funds for future capital expenditures;
- b) Provide a source of funding for areas of expenditure that fluctuate significantly from year to year (equipment replacement, special building maintenance, etc.);
- c) Protect the District from uncontrollable or unexpected increases in expenditures or unforeseen reductions in revenues, or a combination of the two;
- d) Provide for working capital to ensure sufficient cash flow to meet the District's needs throughout the year; and
- e) Staff will facilitate Council's review of the amount of reserve funds available on an annual basis.

Proportion of Taxes Allocated to Classes Objective

Council's goal is to ensure that there is a fair and equitable apportionment of taxes to each property class. The apportionment to each class is calculated using the multipliers determined by Council prior to preparing the annual tax rate bylaw. The tax multipliers will be reviewed and set by Council annually.

Permissive Tax Exemptions Objective

The District of Ucluelet Council reviews and passes a permissive exemption bylaw to exempt certain properties from property tax in accordance with guidelines set out under Sections 220 and 224 of the Community Charter. Although there is no legal obligation, Council may choose to grant exemptions as a method of recognizing organizations within our community which enhance the quality of life for community residents.

The permissive exemptions are evaluated with consideration to minimizing the tax burden to be shifted to the general taxpayer.

Development Cost Charges Objective

Development cost charges will be used to help fund capital projects deemed to be required in whole or in part due to development in the community. These charges will be set by a bylaw and reviewed regularly as outlined in the bylaw to ensure that the project estimates remain reasonable and the development costs charged are aligned with the strategic goals of Council.

REVENUE	2025	2026	2027	2028	2029
Property Taxes	\$6,144,351	\$6,513,012	\$6,838,663	\$7,043,823	\$7,255,138
1% Utility Taxes	47,155	47,352	47,852	48,352	48,852
Federal/Provincial in Place of Taxes	92,033	93,874	95,751	97,666	99,620
Total Taxes	\$6,283,539	\$6,654,238	\$6,982,266	\$7,189,841	\$7,403,610
Business Licences	223,000	227,460	232,009	236,649	241,382
Cemetery	4,080	4,162	4,245	4,330	4,416
DCC	0	0	2,500,000	0	0
Debt Funding	4,014,029	7,229,611	11,217,052	4,636,848	9,248,803
Grants from other levels of government	6,779,965	4,772,944	1,473,094	949,271	949,271
Harbour	440,889	449,707	458,701	467,875	477,233
Interest	535,444	120,728	123,143	125,605	128,118
Permits	158,250	161,395	164,603	167,875	171,213
Protective Service Agreements	81,280	81,566	81,857	82,154	82,757
Parking Program	400,000	500,000	500,000	500,000	500,000
Miscellaneous Fees & Cost Recovery	52,339	53,444	55,622	56,756	20,000
Recreation Fees	522,576	533,123	543,891	554,885	566,111
Sewer System	613,600	687,613	704,473	722,019	740,282
Transfers from Surplus/Reserves	6,273,002	440,000	100,000	50,000	51,000
Water System	866,000	883,300	900,946	918,944	937,303
Total Revenue	\$27,247,993	\$22,799,291	\$26,041,902	\$16,663,052	\$21,521,499

Expenses	2025	2026	2027	2028	2029
Operational Expenses					
Administration Expenses	\$2,105,878	\$2,167,197	\$2,205,775	\$2,241,798	\$2,291,006
Amortization	1,491,750	1,536,118	1,580,700	1,625,428	1,665,364
Building Inspection Expenses	145,020	149,831	154,804	159,944	165,257
Bylaw Expenses	220,767	251,427	259,900	268,662	277,723
Fiscal Services (Debt)	119,669	968,957	968,957	1,676,697	1,676,697
Harbour Expenses	396,935	404,874	413,284	421,630	430,145
Planning Expenses	587,079	605,272	620,694	635,673	651,015
Protective Services Expenses	551,070	596,752	611,426	626,466	641,882
Public works Expenses	1,715,249	1,737,451	1,770,303	1,803,808	1,843,941
Recreation Expenses	1,297,596	1,332,711	1,362,436	1,392,839	1,394,013
Sewer Expenses	625,378	642,366	658,425	674,886	691,758
Water Expenses	907,549	1,131,901	1,155,198	1,178,078	1,203,555
Total Operations Expenses	\$10,163,940	\$11,524,857	\$11,761,902	\$12,705,909	\$12,932,356

Capital Expenses					
Affordable Housing	\$1,025,000	\$0	\$0	\$0	\$0
Buildings	325,000	219,000	0	50,000	3,070,000
Emergency Services	950,000	600,000	10,000,000	0	0
Fleet	480,000	50,000	0	120,000	120,000
Parks & Recreation	720,000	140,000	200,000	450,000	0
Roads	0	0	300,000	50,000	300,000
Harbour	499,000	300,000	0	0	0
Water	5,820,000	4,616,000	2,520,000	55,000	20,000
Sewer	7,265,053	5,349,434	1,260,000	3,232,143	5,079,143
Total Capital Expenses	\$17,084,053	\$11,274,434	\$14,280,000	\$3,957,143	\$8,589,143
Total Expenses	\$27,247,993	\$22,799,291	\$26,041,902	\$16,663,052	\$21,521,499



FEEDBACK FORM

Five-Year Financial Plan - Budget 2025 - 2029

Please use the space below to share your thoughts and ideas. Feedback must be submitted **by end of day on Wednesday, March 05, 2025**. You may also email your comments to communityinput@ucluelet.ca.

Water & sewer infrastructure projects are much needed and I appreciate the attention it has been getting.

Please accommodate for cost-of-living & inflation for our exceptional district staff. These individuals are essential to our district and they have been doing great work! The price of retaining the exceptional talent of Bruce, Duane, & Abby's teams is well worth the investment.

I'd like to see a reformatting of utility fees that has greater attention on tourist accommodation. This should include metered usage for sewage & water for short-term rentals that currently use a disproportionate amount during peak seasons. I'd love to see this value exchange hit a greater balance, as these homeowners currently profit off of standard pricing, then extract value from the community when they sell.

Personal information you provide on this comment form is collected by the District in accordance with the Community Charter and under sections 26(c) and 26(e) of the Freedom of Information and Protection of Privacy Act for the purpose of consulting with the public on the financial plan (budget) and will be used assist Council members in decision making. Please note that your comments will form part of the District's public record and may be included in a public agenda or minutes and posted on our website. Questions about the collection of your personal information may be referred to the District of Ucluelet info@ucluelet.ca or 250-726-7744.

From: chris@bozman.ca
To: [Community Input Mailbox](#)
Subject: District Of Ucluelet Trails,
Date: January 28, 2025 5:26:46 PM
Attachments: [REDACTED]

[External]

Good evening,

I am righting in to express my concern about the total spend on trails in the report for future projects. Currently there is a significant length of trails in Ucluelet relative to our size and I question if the continued expansion of the trail is something that we as a community can afford. I feel that the Wild Pacific Trail expansion needs to be debated publicly with all current and future costs associated with the trail be considered. Its great that the province wants to give Ucluelet money but we need to make sure that its not a gift that we can not sustain.

The attached report dated October 15th 2021 outlines a number of structural issues with the existing trail. Currently I understand that only 4 of the items have been corrected and I would strongly encourage council to utilize these funds to bring up the existing infostructure to an acceptable standard before considering any further expansion.

Chris Bozman

Phone: 604 848 4040
Email: Chris@bozman.ca
www.Saltwaterbuildingco.ca
Unit 6 1920 Lychee Rd Ucluelet
Po Box 221 Ucluelet BC
VOR 3A0

From: [JF Marleau SKILS](#)
To: [Community Input Mailbox](#)
Cc: [Marilyn McEwen \(Ucluelet Mayor\)](#); [Shawn Anderson \(Ucluelet Council\)](#); [Jennifer Hoar \(Ucluelet Council\)](#); [Ian Kennington \(Ucluelet Council\)](#); [Mark Maftei \(Ucluelet Council\)](#)
Subject: Input for the Financial Plan
Date: January 30, 2025 6:37:06 PM
Attachments: [feedback to the district of Ucluelet.pdf](#)

[External]

Thank you for seeking our inputs, my letter is attached to this email.

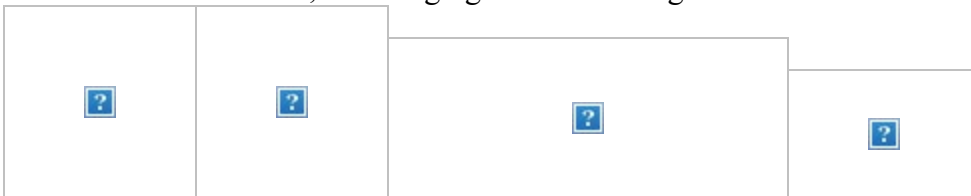
Thank you for your service to the community. This is not an easy job but I am grateful for your service.

Sincerely
JF

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Jean-Francois(JF) Marleau
Certified SKGABC Lead Guide Level 4, Guide Trainer and Examiner
Certified Paddle Canada Level 4 Instructor, Level 3 Instructor Trainer
Sea Kayak Instruction and Leadership Systems Ltd (SKILS)
www.skils.ca
"Innovation by Nature"

SKILS Courses are Fun, Challenging and Rewarding!



JF Marleau

Ucluelet, BC,

jf@skils.ca

January 30, 2025

Mayor and Council
District of Ucluelet
Ucluelet, BC

Subject: Fiscal Responsibility and Budget Considerations

Dear Mayor and Council,

I would like to extend my appreciation to the District for the opportunity to provide input on this important matter. Next April, I will have been a resident of Ucluelet for 25 years, and during this time, I have witnessed significant changes in our community.

At the outset, I want to express my respect for the Mayor, Councillors, and District staff. Public service requires dedication, and I sincerely appreciate the time and effort you commit to serving our community. Additionally, I want to emphasize that any examples referenced in this letter are intended purely for discussion and do not reflect on the quality of work performed by District staff. In my experience, the service provided by Ucluelet's municipal employees has consistently ranged from good to outstanding. Many of these individuals are not only professionals but also friends, acquaintances, and neighbors, and I hold them in high regard.

That said, I have concerns about the sustainability of our municipal budget. Two questions highlight my reasoning:

1. Why does Ucluelet employ four planners when a much larger city like Nanaimo operates with only two?
2. Why did our Fire Department function for decades under Chief Keith Martin and later Chief Ted Eeftink with volunteer firefighters, yet now requires two full-time, highly compensated staff members—each with an assigned pickup truck?

These are just two examples, but they illustrate a broader trend. Over the past 25 years, Ucluelet's population has grown by approximately 200–300 residents. However, the municipal workforce has exploded at a significantly higher rate. Compensation for municipal employees is now considerably higher than that of equivalent positions in the provincial and federal sectors, not to mention the private sector, where the disparity is even greater. While our municipal employees benefit from these increases, taxpayers bear the burden. Property taxes have risen at a rate that far exceeds inflation, placing an increasing financial strain on residents and businesses.

I have reviewed the budget projections and take a contrarian view based on two key principles:

1. The municipality must live within its means.
2. The current trajectory of tax increases, staffing expansion, and expenditures is unsustainable and is borderline folly.
3. Everyone must contribute to make our public finances sustainable.

To address these concerns, I propose a **5% reduction in the current municipal budget**, which should serve as a benchmark for the next five years. Future annual budget increases should be limited to the rate of inflation. This will refute the 3 proposed scenarios to explode the public purse.

This reduction can be achieved through the following measures:

- **Gradual staff attrition:** Positions vacated due to retirement, resignation, or voluntary departure should be evaluated for necessity before being refilled. Workloads can be redistributed among existing staff to maintain operational efficiency.
- **Strategic subcontracting:** Outsourcing certain services when necessary can help reduce long-term staffing costs while maintaining service levels.
- **Limiting new capital projects:** Only essential projects should proceed, with a focus on maintaining existing infrastructure rather than expanding municipal assets.
- **Eliminating discretionary grants:** While support for local organizations is valuable, financial sustainability must take precedence.
- **Identifying operational efficiencies:** Municipal staff should be actively involved in identifying cost-saving measures and eliminating non-essential expenses.

It is imperative that we take proactive steps to ensure the long-term financial sustainability of our community. Ignoring these fiscal challenges will only lead to greater burdens on taxpayers in the future. I trust that our elected officials will demonstrate the leadership and resolve necessary to steer Ucluelet in a fiscally responsible direction.

Thank you for your time and consideration. I look forward to your response and to an ongoing dialogue about the financial future of our community.

Sincerely,

JF Marleau

Business Owner

25-Year Resident of Ucluelet

jf@skils.ca



From: [Anton Kvaterchuk](#)
To: [Community Input Mailbox](#)
Subject: Pickleball and tennis courts
Date: February 5, 2025 11:50:42 AM

[External]

As a resident of Ucluelet and participant of pickleball and tennis I would like the district to include an expenditure of \$400k to construct an outdoor tennis court with lines for 2 pickleball courts and reinstitute washroom facilities at the seaplane Base Hall for the upcoming fiscal year or 2026 fiscal year.

From: [Betty Winpenny](#)
To: [Community Input Mailbox](#)
Subject: Recreational Amenity and Improvement
Date: February 5, 2025 11:28:45 AM

[External]

As a resident of Ucluelet and participant of pickleball and tennis I would like the district to include an expenditure of \$400k to construct an outdoor tennis court with lines for 2 pickleball courts and reinstitute washroom facilities at the seaplane Base Hall for the upcoming fiscal year or 2026 fiscal year.

John & Betty Winpenny
[REDACTED] Ucluelet

From: [Rebecca Aston](#)
To: [Community Input Mailbox](#)
Subject: Input for budget
Date: February 5, 2025 1:22:03 PM

[External]

As a resident of Ucluelet and participant of pickleball and tennis I would like the district to include an expenditure of \$400k to construct an outdoor tennis court with lines for 2 pickleball courts and reinstitute washroom facilities at the seaplane Base Hall for the upcoming fiscal year or 2026 fiscal year.

From: [Kathy Dellow](#)
To: [Community Input Mailbox](#)
Subject: Tennis and Pickleball courts
Date: February 5, 2025 6:21:21 PM

[External]

I support the following initiative:

As a resident of Ucluelet and participant of pickleball and tennis I would like the district to include an expenditure of \$400k to construct an outdoor tennis court with lines for 2 pickleball courts and reinstitute washroom facilities at the seaplane Base Hall for the upcoming fiscal year or 2026 fiscal year.

But I also think we should be a bit more ambitious. Could we not build a tennis court plus 2 separate pickleball courts with permanent nets? They would be an asset to both residents and visitors alike.

My nephew's company built the courts in Tofino and would be happy to discuss options with you. He can be contacted by email: Rory@tomkosports.com
Those courts were more expensive than ours would probably be due to site stabilisation issues and the need to build a retaining wall.

Thank-you for your attention.

Kathy Dellow

From: [Konchok Dorje](#)
To: [Community Input Mailbox](#)
Subject: 5 year financial plan
Date: February 5, 2025 12:28:48 PM

[External]

As a resident of Ucluelet and participant of pickleball and tennis I would like the district to include an expenditure of \$400k to construct an outdoor tennis court with lines for 2 pickleball courts and reinstitute washroom facilities at the seaplane Base Hall for the upcoming fiscal year or 2026 fiscal year. "

Thanks for the opportunity to provide input into the planning process.

sincerely
Trevor Jones



From: [Ocean Dreams BB](#)
To: [Community Input Mailbox](#)
Subject: 2025/26 District Budget OCP
Date: February 5, 2025 12:40:58 PM

[External]

Dear Ucluelet Mayor, Council, CAO, Planning Department, Finance Department

RE: Ucluelet 2025/26 Budget

“ As a resident of Ucluelet and participant of pickleball and tennis I would like the district to include an expenditure of \$400k to construct an outdoor tennis court with lines for 2 pickleball courts and reinstitute washroom facilities at the Seaplane Base Hall for the upcoming fiscal year or 2026 fiscal year. “

I am in support of the proposed vision and request set out by the Ukee Pickleball Association.

The Seaplane Base Recreation hall has seen better days that is for certain but it has been a valuable venue for decades for music events, Ukee Days, various sports (hockey, volleyball, pickle ball, roller skating, skate boarding, dance...) wedding receptions, funeral receptions, play school, birthday parties, scouts and girl guide campouts, various training groups, food bank hamper sorting and the list continues.

I believe it to be in the best interest of our District to offer as many recreational options as possible for a healthy and active community and to ‘restore and update’ a viable and useful space such as the Seaplane Base Recreation Hall.

Let’s turn that ‘red tape’ we come across so often into ‘grand opening , re-opening ribbon cutting ’ tape

We lost our tennis courts when the high school replacement took place, the outdoor beach volleyball court became a bust as it was not constructed properly from the beginning, BMX track is roughly built (it’s all volunteer based and has so many boulders). Let’s provide additional quality structures and recreation options for our community and see this project through.

Thank you for your time and consideration,

**Sandy Corlazzoli
Ucluelet lifetime resident**



From: [Mandala Smulders](#)
To: [Community Input Mailbox](#)
Subject: Budget for tennis courts
Date: February 6, 2025 7:54:02 AM

[External]

Hello,

As a resident of Ucluelet and participant of pickleball and tennis I would like the district to include an expenditure of \$400,000 to construct an outdoor tennis court with lines for 2 pickleball courts and reinstate the indoor washroom facilities at the rec hall at Seaplane Base for the upcoming fiscal year or 2026 fiscal year.

Thank you,

Mandala



REPORT TO COUNCIL

Council Meeting: February 11, 2025
 500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: ANNELIESE NEWEDUK, PLANNER

FILE NO: 3360-20 RZ24-10

SUBJECT: ZONING AMENDMENT FOR 1959 CYNAMOCKA ROAD

REPORT NO: 25-15

ATTACHMENT(S): APPENDIX A – ZONING AMENDMENT BYLAW NO. 1354, 2024
 APPENDIX B – JANUARY 14, 2025, REPORT TO COUNCIL

RECOMMENDATION(S):

THAT Council give first, second, and third reading to *District of Ucluelet Zoning Amendment Bylaw No. 1354, 2024*,

THAT Council adopt the *District of Ucluelet Zoning Amendment Bylaw No. 1354, 2024*.

BACKGROUND:

At its January 14, 2025, Regular Council Meeting, *District of Ucluelet Zoning Amendment Bylaw No. 1354* (See **Appendix A**) was introduced to Council. In general terms, *Bylaw No. 1354* would change the zoning designation of the subject property from R-1 Single Family Residential to R-6 Infill Single Family Residential to facilitate a 1-lot infill subdivision, as well as allow a Floor Area Ratio (FAR) of 0.485 on the southern portion where the proposed new lot would be created. At the January 14, 2025, Council Meeting, Council directed staff to give notice of first reading for the Bylaw. Notification has been completed, and Council is now in a position to consider up to three readings and adoption of *Bylaw No. 1354*.

Background information can be found in the [January 14, 2025 Regular Council Meeting Agenda](#) (item 6.2) and in **Appendix B**.

ANALYSIS OF OPTIONS:

A	Give first, second, and third readings, and adopt <i>Bylaw No. 1354</i>	<u>Pros</u>	<ul style="list-style-type: none"> • Would provide an opportunity for Council to discuss the Bylaw and its implications. • Would support infill housing development.
		<u>Cons</u>	<ul style="list-style-type: none"> • Unknown at this time.
		<u>Implications</u>	<ul style="list-style-type: none"> • Would allow for the subdivision application to proceed.

B	Amend <i>Bylaw No. 1354</i>	<u>Pros</u>	<ul style="list-style-type: none"> • Would ensure Council’s expectations are met.
		<u>Cons</u>	<ul style="list-style-type: none"> • Unknown at this time.
		<u>Implications</u>	<ul style="list-style-type: none"> • If the Bylaw is amended significantly, Council will have to direct staff to give notice again for first reading.
		<u>Suggested Motion</u>	<p>THAT Council direct staff to bring back <i>District of Ucluelet Zoning Amendment Bylaw No. 1354</i>, with the following amendments: <i>[specify desired changes]</i> for notice of first reading and subsequent readings at a future Council meeting date.</p>
C	Abandon <i>Bylaw No. 1354</i>	<u>Pros</u>	<ul style="list-style-type: none"> • Unknown at this time.
		<u>Cons</u>	<ul style="list-style-type: none"> • Would not allow application to proceed.
		<u>Implications</u>	<ul style="list-style-type: none"> • Would not allow applicant’s subdivision application to proceed. • Would not create additional infill housing.
		<u>Suggested Motion</u>	No motion required.

POLICY OR LEGISLATIVE IMPACTS:

This application is consistent with the *Local Government Act* and the *District of Ucluelet Official Community Plan Bylaw No. 1306, 2022*. If the application proceeds, *Bylaw No. 1354* would amend the *District of Ucluelet Zoning Bylaw No. 1160, 2013*.

NEXT STEPS:

Should the bylaw be adopted, the applicant could move forward with their subdivision application.

Respectfully Submitted: Anneliese Neweduk, Planner
Bruce Greig, Director of Community Planning
Duane Lawrence, CAO

DISTRICT OF UCLUELET

Zoning Amendment Bylaw No. 1354, 2024

A bylaw to amend the “District of Ucluelet Zoning Bylaw No. 1160, 2013”.
(1959 Cynamocka Road)

WHEREAS the District of Ucluelet Council by Bylaw No. 1160, 2013, adopted the Zoning Bylaw and now deems it appropriate to amend the Zoning Bylaw;

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

1. Map Amendment:

Schedule A (Zoning Map) of *District of Ucluelet Zoning Bylaw No. 1160, 2013*, as amended, is hereby further amended by changing the zoning designation of Lot 16, District Lot 284, Clayoquot Land District, Plan VIP31775, PID: 001-128-493 (1959 Cynamocka Road), shown shaded on the map attached to this Bylaw as Appendix ‘A’, from R-1 Single Family Residential to R-6 Infill Single-Family Residential.

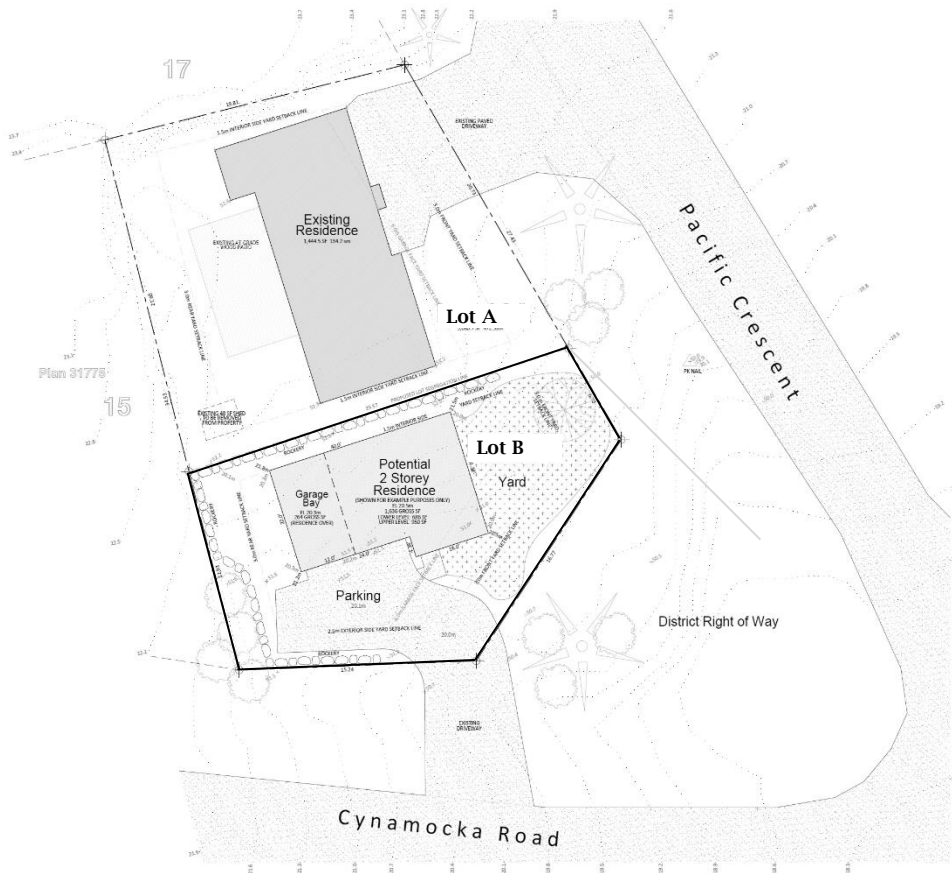
2. Text Amendment:

Schedule B of the *District of Ucluelet Zoning Bylaw No. 1160, 2013*, as amended, is hereby further amended by:

A. adding a new subsection alphanumerically to the R-6 zone such that the new section reads as follows:

“R-6.7.2 Notwithstanding other regulations of this bylaw, on the lands legally described as Lot 16, District Lot 284, Clayoquot Land District, Plan VIP31775, PID: 001-128-493 (1959 Cynamocka Road), the following regulations apply:

(1) Lot B, as identified in the Future Subdivision Map at the bottom of this section, has a maximum allowable Floor Area Ratio of 0.485



Future Subdivision Map”

3. Citation:

This bylaw may be cited as “District of Ucluelet Zoning Amendment Bylaw No. 1354, 2024”.

FIRST NOTIFICATION OF FIRST READING published this day of , 2024.

SECOND NOTIFICATION OF FIRST READING published this day of , 2024.

READ A FIRST TIME this day of , 2024.

READ A SECOND TIME this day of , 2024.

READ A THIRD TIME this day of , 2024.

ADOPTED this day of , 2024.

CERTIFIED CORRECT: “District of Ucluelet Zoning Amendment Bylaw No. 1354, 2024.”

Marilyn McEwen
Mayor


Duane Lawrence
Corporate Officer

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

Duane Lawrence
Corporate Officer

Appendix 'A'

District of Ucluelet Zoning Amendment Bylaw No. 1354, 2024

 = From: R-1 zone Single Family Residential
To: R-6 zone Infill Single-Family Residential





REPORT TO COUNCIL

Council Meeting: January 14, 2024
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: ANNELIESE NEWEDUK, PLANNER

FILE NO: 3360-20 RZ24-10

SUBJECT: ZONING AMENDMENT FOR 1959 CYNAMOCKA ROAD

REPORT NO: 25-02

ATTACHMENT(S): APPENDIX A – APPLICATION
APPENDIX B – DISTRICT OF UCLUELET ZONING AMENDMENT BYLAW NO. 1354, 2024
APPENDIX C – OPINION OF PROBABLE COST FOR FRONTAGE UPGRADES BY HEROLD ENGINEERING

RECOMMENDATION(S):

THAT Council direct staff to give notice of first reading for *District of Ucluelet Zoning Amendment Bylaw No. 1354, 2024*.

BACKGROUND:

This report relates to the property at 1959 Cynamocka Road (See **Figure 1**); PID 001128493, Lot 16, District Lot 284, Clayoquot Land District, Plan VIP31775 (the “**Subject Property**”). The owner has applied to subdivide the property into two parcels, and this re-zoning application would facilitate the proposed subdivision.



Figure 1. The Subject Property.

As **Figures 1 and 2** show, the subject property is a corner lot with a single-family dwelling (SFD), accessory shed, and an accessory detached garage. The owner intends to demolish both the accessory buildings (See **Figure 2**), which would be required prior to final subdivision approval. The newly created northern lot (labeled Lot A on **Figure 2**) would consist of the existing single SFD, and the use would continue as is. The newly created southern lot (labeled Lot B on **Figure 2**) would become a vacant parcel suitable for infill housing development.



Figure 2. Orthographic image of the proposed subdivision. The accessory buildings highlighted in yellow would be demolished prior to final subdivision approval.

The subject property is currently zoned Single Family Residential (**R-1**). It is surrounded by other R-1 zoned lots, with Tugwell Field (**P-1**) northwest of the property and Manufactured Home Park (**MH**) southeast of the property.

Zoning Amendment Bylaw No. 1354 would re-zone the entire subject property to Infill Single Family Residential (**R-6**). It would also allow for a higher Floor Area Ratio (**FAR**) of 0.485 for proposed lot B.

DISCUSSION:

OFFICIAL COMMUNITY PLAN (OCP):

In this application, the owner is proposing to provide a community benefit through infill housing, which creates space for additional housing without the need to disturb unaltered natural environments or extend servicing infrastructure. In general, the infill of smaller dwellings within

existing neighbourhoods is a positive form of growth for the community as supported by the OCP (E.g. Policies [2.16](#), [3.131](#), & [3.137](#)). The application aligns with the subject property’s Long Range Land Use Designation (OCP Schedule A), which is for Single Family Residential (SF), and the property does not fall into any Development Permit Areas. The subject property is above 20m and outside of the Tsunami Flood Hazard Vulnerability Zones (OCP Map 5), making it a suitable place for infill development.

RE-ZONING:

The intent of the R-6 zone is to provide a mix of housing options suitable for infill development on smaller, more compact lot sizes. *Bylaw No. 1354* would not change the principal permitted use of the subject property, as it is *SFD* for both the R-1 and R-6 zones, however, the density and lot size regulations of R-6 align closer to the proposed subdivision parcel sizes compared to R-1.

The applicant has worked with an architect to conceptualize what a reasonable house size on proposed Lot B could look like (See **Figure 3**), considering that Lot B would be on the smaller end of the spectrum at 364.1m² (R-6 requires lots to be between 360m² and 600m²). The applicant is proposing to increase the allowable FAR from 0.35 to 0.485. It should be noted that in the R-6 zone, provision R-6.3.2 already allows for an FAR increase to 0.5 if the SFD also contains either a secondary suite (SS) or an accessory dwelling unit (ADU). This indicates that higher FAR’s are suitable in the R-6 zone in certain contexts. The proposed FAR increase could be seen as removing the incentive to add a SS or ADU, however creating additional dwelling units is always a discretionary decision of the property owner. Corner lots remain an ideal location for small lot



Figure 3. Hypothetical single-family dwelling (blue) on Lot B with an FAR of 0.485.

subdivisions and the creation of infill housing is a community benefit. Considering the smaller lot size and the applicants’ efforts to conceptualize a livable SFD size within the greater context of the community benefits that infill housing can provide, the requested FAR increase appears suitable and is therefore considered supportable.

SUBDIVISION STANDARDS:

Subdivisions are required to meet the *District of Ucluelet Subdivision Control Bylaw No. 521, 1989*. The Bylaw requires the applicant to complete frontage upgrades to meet the curb, gutter, and sidewalk details set by the bylaw. The applicant can do this through constructing the frontage upgrades to municipal standards, or by paying the District cash-in-lieu where the money would be held in reserve until construction is completed for the entire block. The applicant will pay cash-in-lieu of \$33,010.00 as per the cost estimation completed by Herold Engineering Ltd (See **Appendix C**). Additional civil servicing and infrastructure upgrades will be assessed to municipal standards prior to final subdivision approval.

ENGINEERING AND SERVICING:

A complete engineering and servicing review will be completed prior to final subdivision approval.

BUILDING:

The proposed subdivision may have impacts on the safety of the existing building. Prior to approval of the subdivision, the applicant will be required to provide a code review to identify any issues and those issues would need to be addressed under building permit.

A survey done by a BCLS confirming the distance to the new property line from exterior building assemblies may be required to verify construction requirements.

ANALYSIS OF OPTIONS:

A	Give notice of first reading to <i>Bylaw No. 1354, 2024</i>	<u>Pros</u>	<ul style="list-style-type: none"> Infill housing and frontage improvements would provide a public benefit. Would support the applicant’s desired outcome.
		<u>Cons</u>	<ul style="list-style-type: none"> Unknown at this time.
		<u>Implications</u>	<ul style="list-style-type: none"> Would allow the application to proceed.
B	Provide alternative direction	<u>Pros</u>	<ul style="list-style-type: none"> Would ensure Council’s intent is met.
		<u>Cons</u>	<ul style="list-style-type: none"> Unknown at this time.
		<u>Implications</u>	<ul style="list-style-type: none"> Would require staff time to complete the amendments and resubmit for first and second reading.

		<u>Suggested Motion</u>	THAT Council direct staff to modify the <i>District of Ucluelet Zoning Amendment Bylaw No. 1354, 2024</i> , to [state desired outcome], for consideration at a future meeting.
C	Reject the application	<u>Pros</u>	<ul style="list-style-type: none"> Unknown at this time.
		<u>Cons</u>	<ul style="list-style-type: none"> Would not provide infill development options. District would not receive cash-in-lieu for frontage improvements.
		<u>Implications</u>	<ul style="list-style-type: none"> Subject property would maintain existing zoning. The application would not proceed.
		<u>Suggested Motion</u>	<ul style="list-style-type: none"> No motion required.

POLICY OR LEGISLATIVE IMPACTS:

This application would amend the *District of Ucluelet Zoning Bylaw No. 1160, 2013* and is consistent with the *Official Community Plan Bylaw No. 1306, 2022* and the *Local Government Act*. It is important to note that Bill 44 – 2023 Housing Statutes (Residential Development) Amendment Act, 2023 amended Section 464.3 of the *Local Government Act*, and now states that:

- “(3) A local government must not hold a public hearing on a proposed zoning bylaw if
- (a) an official community plan is in effect for the area that is the subject of the zoning bylaw,
 - (b) the bylaw is consistent with the official community plan,
 - (c) the sole purpose of the bylaw is to permit a development that is, in whole or in part, a residential development, and
 - (d) the residential component of the development accounts for at least half of the gross floor area of all buildings and other structures proposed as part of the development,”

Where a public hearing would have previously been held, this legislative change prohibits a public hearing for *District of Ucluelet Zoning Amendment Bylaw No. 1359, 2024*.

In addition, is important to note, that the applicant is responsible for ensuring that all Provincial and Federal laws, requirements, and best practices are followed.

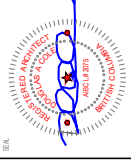
NEXT STEPS:

If Council proceeds to the first reading of *District of Ucluelet Zoning Amendment Bylaw No. 1354, 2024* staff would undertake the necessary notification to enable public input on the Bylaw. If the Bylaw is adopted, the subdivision could move forward.

Respectfully Submitted: Anneliese Neweduk, Planner
Bruce Greig, Director of Community Planning
Duane Lawrence, CAO

Written statement of intent

- a) The purpose of the application is to primarily rezone(R-6) and secondarily subdivide (PI-001-128-493) into two city lots, with the intention of making the "new" property suitable for a housing development (single family residence) to densify housing in the community of Ucluelet.
- b) This development follows the development guidelines. It can enhance Ucluelet's community by tastefully densifying housing without any further disturbance to the natural environment. Necessary infrastructure is already available at the property for development.
- c) There are no divergences from the development guidelines with this application, all the guidelines are sufficiently met or exceeded.
- d) The existing use on this land (PI-001-128-493) is a detached garage which would be removed to create space for a new single family residence. Approval on this application would allow for a newly titled lot to be created inturn allowing for housing development within the city bylaws.
- e) Works and services are already connected at the lot, or with minor work can be tied into the existing community services.
- f) The neighbors have been verbally notified of the proposed idea and further agreeance can be obtained if wished upon.



LOT SEGREGATION & REZONE
 1869 CYNAMOCKA ROAD
 LICUJELLE, BC, V4R 3A0

FRASER MACMILLAN
 LICUJELLE, BC, V4R 3A0

PROJECT NAME & LOCATION:
 LOT SEGREGATION & REZONE
 1869 CYNAMOCKA ROAD
 LICUJELLE, BC, V4R 3A0

DATE:
 2024.08.28

SCALE:
 1:1000

PROJECT NUMBER:
 24-001

CLIENT:
 FRASER MACMILLAN

DATE:
 2024.08.28

SCALE:
 1:1000

PROJECT NUMBER:
 24-001

CLIENT:
 FRASER MACMILLAN

DATE:
 2024.08.28

SCALE:
 1:1000

PROJECT NUMBER:
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CLIENT:
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SCALE:
 1:1000

PROJECT NUMBER:
 24-001

CLIENT:
 FRASER MACMILLAN

DATE:
 2024.08.28

Issued for District Reviews

Appendix B

LOT SUBDIVISION CONCEPT PLAN

A1.1

- Site Plan General Notes**
- PROPERTY LINES, BOUNDARIES, SPOTS, DIMENSIONS AND LOCATION OF EXISTING STRUCTURES FROM AS SURVEY'S DRAWING DATED 08-26-2023.
 - EXISTING UTILITIES ARE SHOWN AS DOTTED LINES. ALL UTILITIES ARE TO BE MAINTAINED AND NOT TO BE RELOCATED UNLESS APPROVED BY THE ARCHITECT'S PLANS AND NOT TO BE RELOCATED IF THERE IS A MATERIAL USER PACT.
 - AS SHOWN SPOTS ELEVATIONS ARE BASED ON TYPICAL HIGHS ALONG PACIFIC RED FRONT STREET ELEVATIONS ARE ARCHITECT'S INTERPRETATION OF ACTUAL TOPOGRAPHY. SPOTS ELEVATIONS ARE ARCHITECT'S INTERPRETATION OF ACTUAL TOPOGRAPHY.
 - NOTE THAT THE HYPOTHETICAL HOME SIZE SHOWN ON LOT 16B WOULD REQUIRE A FUTURE MAJOR DEVELOPMENT OF THE LOT TO BE CONSIDERED FOR THE FUTURE. MAXIMUM IS ALLOWED IN THE R-ZONE THAT WOULD REQUIRE A REZONE OF THE PARCEL.
- 22.5m PROPOSED NATURAL EXISTING GRASS ON THE NORTH SIDE OF THE PARCEL.**
22.5m PROPOSED NATURAL EXISTING GRASS ON THE SOUTH SIDE OF THE PARCEL.

Proposed Land Use Action
 R-6 Infill Zone Regulations & Density

CURRENT ZONING: R-6	856.5m ² 9004.5 SF
PROPOSED ZONING: R-6	856.5m ² 9004.5 SF
PROPOSED LOT AREA:	856.5m ² 9004.5 SF
PROPOSED FRONT YARD SETBACK:	3.0m
PROPOSED REAR YARD SETBACK:	3.0m
PROPOSED SIDE YARD SETBACK:	1.5m
PROPOSED MAXIMUM BUILDING HEIGHT:	8.5m
PROPOSED MAXIMUM BUILDING FOOTPRINT:	5.5m
PROPOSED MAXIMUM BUILDING AREA:	7.5m
PROPOSED MAXIMUM GROSS FLOOR AREA (GFA):	420m ²
PROPOSED MAXIMUM GROSS FLOOR AREA (RESIDENTIAL):	420m ²
PROPOSED MAXIMUM GROSS FLOOR AREA (ACCESSORY):	420m ²
PROPOSED MAXIMUM GROSS FLOOR AREA (TOTAL):	840m ²

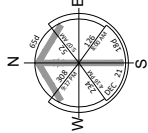
Compliance Analysis

LOT 16A (EXISTING RESIDENCE)
 360m² MIN ALLOWED, 472.5m² PROPOSED, COMPLIANT
 LOT AREA: 360m² MIN ALLOWED, 472.5m² PROPOSED, COMPLIANT
 LOT FRONTAGE: 10.35 (105.4m) MIN ALLOWED, 10.35 (105.4m) PROPOSED, COMPLIANT
 GROSS FLOOR AREA - RESIDENCE: 124.5m² MIN ALLOWED, 124.5m² EXISTING, COMPLIANT
 GROSS FLOOR AREA - ACCESSORY: 124.5m² MIN ALLOWED, 124.5m² EXISTING, COMPLIANT
 BUILDING HEIGHT - RESIDENCE: 8.5m ALLOWED, 4.25m EXISTING, COMPLIANT
 BUILDING HEIGHT - ACCESSORY: 8.5m ALLOWED, 4.25m EXISTING, COMPLIANT
 WARD SETBACKS - RESIDENCE: 3.0m REQUIRED, 3.0m EXISTING, COMPLIANT
 WARD SETBACKS - ACCESSORY: 3.0m REQUIRED, 3.0m EXISTING, COMPLIANT

LOT 16B (NEW LOT - NEW RESIDENCE)
 360m² MIN ALLOWED, 360.1m² PROPOSED, COMPLIANT
 LOT FRONTAGE: 10.35 (105.4m) MIN ALLOWED, 10.35 (105.4m) PROPOSED, COMPLIANT
 FLOOR AREA (TOTAL): 360.1m² MIN ALLOWED, 360.1m² PROPOSED, COMPLIANT
 GROSS FLOOR AREA - RESIDENCE: 124.5m² MIN ALLOWED, 124.5m² PROPOSED, COMPLIANT
 GROSS FLOOR AREA - ACCESSORY: 124.5m² MIN ALLOWED, 124.5m² PROPOSED, COMPLIANT
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 WARD SETBACKS - RESIDENCE: 3.0m REQUIRED, 3.0m EXISTING, COMPLIANT
 WARD SETBACKS - ACCESSORY: 3.0m REQUIRED, 3.0m EXISTING, COMPLIANT

District Approvals Requested

- APPROVAL TO SUBDIVIDE EXISTING LOT 16A INTO TWO LOTS COMPLIANT PARCEL.
- APPROVAL TO SUBDIVIDE EXISTING LOT 16B INTO TWO LOTS COMPLIANT PARCEL.



Proposed Lot 16 Plan
 1869 Cynamocka Road
 LICUJELLE, BC, V4R 3A0
 METRIC: 0m 2m 4m 6m 8m 10m 12m 14m 16m 18m 20m
 IMPERIAL: 0' 2' 4' 6' 8' 10' 12' 14' 16' 18' 20'

DISTRICT OF UCLUELET

Zoning Amendment Bylaw No. 1354, 2024

A bylaw to amend the “District of Ucluelet Zoning Bylaw No. 1160, 2013”.
(1959 Cynamocka Road)

WHEREAS the District of Ucluelet Council by Bylaw No. 1160, 2013, adopted the Zoning Bylaw and now deems it appropriate to amend the Zoning Bylaw;

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

1. Map Amendment:

Schedule A (Zoning Map) of *District of Ucluelet Zoning Bylaw No. 1160, 2013*, as amended, is hereby further amended by changing the zoning designation of Lot 16, District Lot 284, Clayoquot Land District, Plan VIP31775, PID: 001-128-493 (1959 Cynamocka Road), shown shaded on the map attached to this Bylaw as Appendix ‘A’, from R-1 Single Family Residential to R-6 Infill Single-Family Residential.

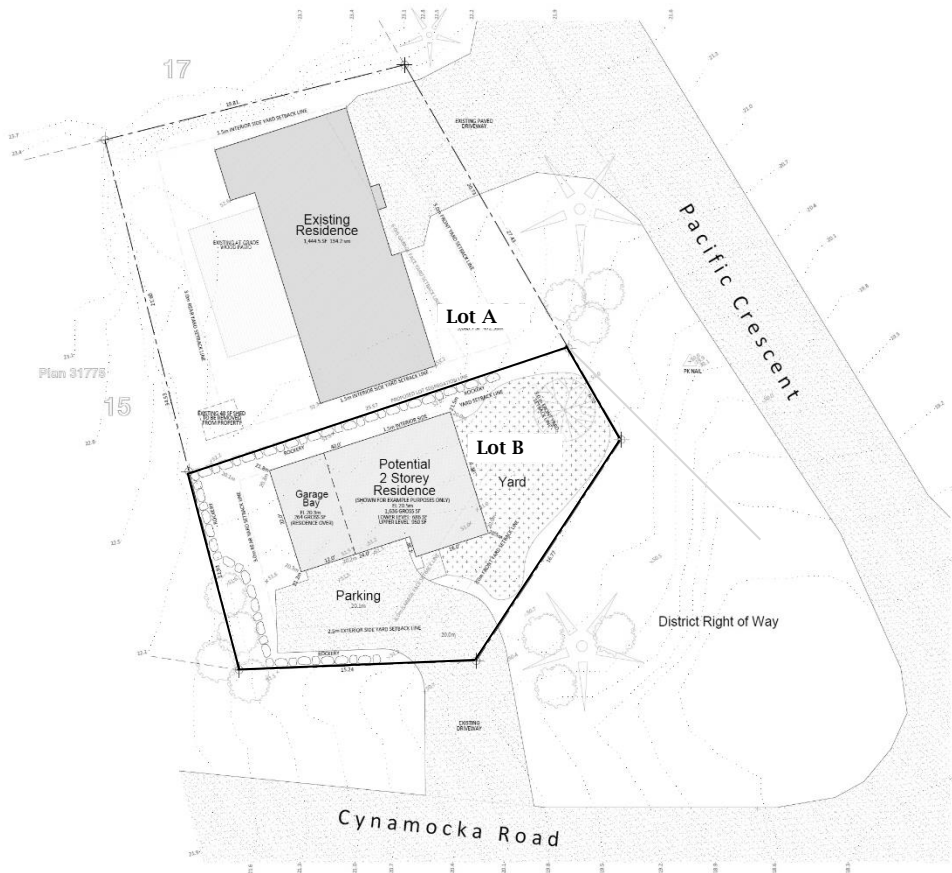
2. Text Amendment:

Schedule B of the *District of Ucluelet Zoning Bylaw No. 1160, 2013*, as amended, is hereby further amended by:

A. adding a new subsection alphanumerically to the R-6 zone such that the new section reads as follows:

“R-6.7.2 Notwithstanding other regulations of this bylaw, on the lands legally described as Lot 16, District Lot 284, Clayoquot Land District, Plan VIP31775, PID: 001-128-493 (1959 Cynamocka Road), the following regulations apply:

(1) Lot B, as identified in the Future Subdivision Map at the bottom of this section, has a maximum allowable Floor Area Ratio of 0.485



Future Subdivision Map”

3. Citation:

This bylaw may be cited as “District of Ucluelet Zoning Amendment Bylaw No. 1354, 2024”.

FIRST NOTIFICATION OF FIRST READING published this day of , 2024.

SECOND NOTIFICATION OF FIRST READING published this day of , 2024.

READ A FIRST TIME this day of , 2024.

READ A SECOND TIME this day of , 2024.

READ A THIRD TIME this day of , 2024.

ADOPTED this day of , 2024.

CERTIFIED CORRECT: “District of Ucluelet Zoning Amendment Bylaw No. 1354, 2024.”

Marilyn McEwen
Mayor


Duane Lawrence
Corporate Officer

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

Duane Lawrence
Corporate Officer

Appendix 'A'

District of Ucluelet Zoning Amendment Bylaw No. 1354, 2024

 = From: R-1 zone Single Family Residential
To: R-6 zone Infill Single-Family Residential



Herold Engineering Ltd. 3701 Shenton Road Nanaimo, B.C. V9T 2H1 OPINION OF PROBABLE COST					
Project Name..... :	1959 Cynamocka - 2 Lot Subdivision				
Project Number..... :	P24-010.1				
Project Description..... :	Offsite Sidewalk Upgrades				
Date Estimate Prepared..... :	7-Nov-24				
Estimate Prepared By..... :	JDP				
BASIS OF OPINION OF PROBABLE COST					
This Estimate is Valid for a period of 90 days only.					
This Estimate does not include the following:					
* LEGAL SURVEYING FEES	* LAND ACQUISITION COSTS				
* GEOTECHNICAL FEES	* RIGHT OF WAY ACQUISITION COSTS				
* GOVERNING AUTHORITIES FEES AND CHARGES	* LANDSCAPING AND ELECTRICAL SERVICING				
* HYDRO / TEL / GAS CHARGES	* ROCK EXCAVATION / BLASTING				
* STORM/SANITARY SEWER UPGRADES	* WATERMAIN UPGRADES				
Enclosed is the Opinion of Probable Cost for the above noted project. We have prepared this Opinion of Probable Cost from data in our possession related to the costs of projects of a generally similar nature and scope. However, as you are aware, the actual cost may be affected by a number of factors which are outside our control and which involve information to which we are not privy.					
SUMMARY OF THE DIRECT CONSTRUCTION COSTS					
Concrete Curb & 1.5m Wide Sidewalk (MMCD Dwg. C2 & C4)					\$28,700.00
TOTAL OF THE DIRECT CONSTRUCTION COSTS					\$28,700.00
SUMMARY OF OTHER RELATED CHARGES AND FEES					
Contingency (10%).....					\$2,870.00
GST (5%).....					\$1,440.00
TOTAL PROJECT COSTS					\$33,010.00
OPINION OF PROBABLE COST					
Project Name:	1959 Cynamocka - 2 Lot Subdivision				
Project Description:	Offsite Sidewalk Upgrades				
Project Number:	P24-010.1				
DIRECT CONSTRUCTION COSTS					
Description	Quantity	Unit	Unit Cost	Amount	Total
Concrete Curb & 1.5m Wide Sidewalk (MMCD Dwg. C2 & C4)					
Sidewalk Stripping & Common Excavation, 300mm	45	m ³	\$ 35.00	1,575.00	
Sidewalk Sub-grade Preparation	150	m ²	\$ 2.00	300.00	
Sidewalk Base Course (100mm Thick)	50	tonne	\$ 65.00	3,250.00	
Non-Mountable Concrete Curb and Gutter (MMCD C4)	95	m	\$ 180.00	17,100.00	
1.5m Wide Concrete Sidewalk 100mm Thick (MMCD C2)	80	m ²	\$ 115.00	9,200.00	
1.5m Wide Concrete Sidewalk 150mm Thick (MMCD C7)	15	m ²	\$ 160.00	2,400.00	
Sub-total					28,700.00

Members of the Council

I am writing to provide additional information regarding my application to rezone the property located at 1959 Cynamocka Rd. The natural layout of this property is ideally suited for the development of multiple single-family residential lots, as it offers ample space and features two distinct driveways.

The existing home, built in 1980, is in good condition and will remain on the property. However, the garage currently has foundation issues and lacks utility. Therefore, I believe that pursuing this rezoning is the appropriate approach to fully realize the potential of the property and enhance its utility for the community.

I appreciate your consideration of this additional information as part of my application. I look forward to discussing the potential of this development further and working collaboratively with the municipality.

Thank you for your time.

Sincerely,
Fraser Macmillan



REPORT TO COUNCIL

Council Meeting: February 11, 2025
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JOHN TOWGOOD, MUNICIPAL PLANNER

FILE No: 5450-01

SUBJECT: NEW ROAD NAMING BYLAW

REPORT No: 25-14

ATTACHMENT(S): APPENDIX A – BYLAW NO. 1321, 2025 (NEW BYLAW)
APPENDIX B – BYLAW NO. 1079, 2008 (EXISTING BYLAW)

RECOMMENDATION(S):

1. **THAT** Council give first, second, and third reading to *District of Ucluelet Road Naming Bylaw No. 1321, 2025*.
2. **THAT** Council direct staff to refer *District of Ucluelet Road Naming Bylaw No. 1321, 2025*, to the Yuułu?i?atḥ Government for review and comment.

BACKGROUND:

Road names in Ucluelet are established by bylaw as per section 39 of the *Community Charter*. The bylaw currently in effect is the “Road Naming Bylaw No.1079, 2008” (**Appendix B**). This bylaw contains administrative provisions, a list of road names, and a community map locating those road names. The current bylaw is missing a few names such as Elina Road, Park Lane and Tyee Terrace.

Two new subdivisions in the community have created or are about to create the need for three new road names.

A new *District of Ucluelet Road Naming Bylaw No. 1321, 2025*, (see **Appendix A**) has been drafted that would update and replace the existing bylaw.

DISCUSSION:

A road name has two parts, the “**Name**” which is a unique identifier in the community and the “**Designation**” that establishes basic alignment characteristics of the road. For example the road name of “Bay Street”; the name is “Bay” and is unique in the community, the road designation is “Street” and this nonunique word indicates that the road will have a distinct North-South alignment.

Road names should be chosen considering the following criteria:

- Names must be relatively easy to pronounce and spell.
- Names should consist of not more than three words including the road designation (street, road, avenue, etc.).
- Names must not be duplicated within the west coast (with exceptions such as Main Street).
- Names should be translatable into the Nuu-Chah-Nulth Language.
- Through roads should not change names;
- If a named road exists at one side of the street, that name should apply to any extension directly inline with it across the intersecting street.
- Roads that turn at right angles should have a different name than the adjacent road.

Road designations should be chosen considering the following criteria:

- “*Street*” should be used in areas where a new road has a distinct alignment crossing the peninsula.
- “*Avenue*” or “*Road*” should be used in areas where a road has a distinct alignment parallel to the length of the peninsula.
- “*Drive*” should be used for connecting roads where a distinct north-south or east-west alignment is not present.
- “*Way*” or “*Place*” should be used for low volume roads and cul-de-sacs.
- “*Crescent*” should be used where the road alignment forms a shape similar to a half-circle, connecting on either end.

NORTH ISLAND 911 AND ROAD NAMES

Addressing plays an important role for emergency services. For the purpose of a clear and quick emergency services response, road names and road designations should be clearly read and not repeated within the west coast region. North Island 911 manages the provision of 911 services (receiving and dispatching calls for fire, police and ambulance) for the west coast area and they have confirmed the current availability of the following names for use in Ucluelet:

Bearberry	Juniper	Periwinkle	
Blackberry	Lady Fern	Raven	
Deer Fern	Lichen		Spruce
Fir	Maidenhair Fern	Salal	Strawberry
Foxglove	Nootka Rose	Salish	Thimbleberry
Honeysuckle	Ocean	Salmonberry	Twinflower
Horsetail	Ocean Spray	Shore Pine	Yarrow
Huckleberry	Pacific Willow	Sitka	

RECONCILIATION

Ucluelet is situated in the traditional territory of the Yuułuʔiłʔatḥ (Ucluelet First Nation). Road names can play a role in community identity, heritage, and the preservation of language. The OCP provides two objectives that are relevant to the naming of roads:

- *Objective 1A* To recognise the interests and heritage of local Indigenous people and communities.
- *Objective 1B* To build and strengthen the relationship between the municipality and Indigenous communities with a spirit of neighbourliness and mutual support, in this time of reconciliation.

Considering the objectives listed above road names should be translatable and representative of the Nuu-Chah-Nulth language and culture. A larger conversation should occur between the District of Ucluelet and the Yuułuʔiłʔatḥ Government to develop a road naming policy to more broadly reflect the interests and heritage of the region.

Road names that are nouns have been translated into the West Barkley dialect of the Nuu-Chah-Nulth language in Schedule A to the bylaw. The translation and spelling of sixteen of those translated road names (half of the total) were previously confirmed with the Yuułuʔiłʔatḥ Government, and bilingual street signs have been placed throughout the community on those streets. Staff recommend that the bylaw be referred to the Yuułuʔiłʔatḥ Government as part of this process, to allow time for confirming the spelling of the remaining translations prior to the bylaw being adopted.

WEYERHAEUSER PHASE 5 - LOT A, PLAN VIP81555

Weyerhaeuser is near completion of its 33-lot subdivision (“Shore Pine Ridge”) located directly off a new extension of Forbes Road. This subdivision has two new roads, one connecting directly off Forbes Road heading West (**Road D**) and a cu-de-sac road (**Road E**) located off the proposed Road D (**Figure 1**).

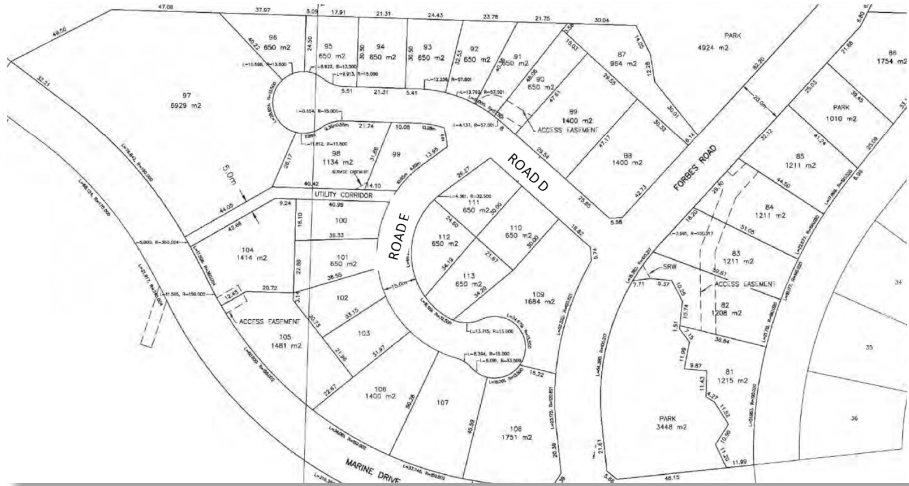


Figure 1 – Weyerhaeuser OceanWest phase 5 Subdivision Plan

Weyerhaeuser has put forward two names:

- “Shore Pine Drive” for Road D (See Figure 1 above)
- “Sitka Place” for Road E (See Figure 1 above)

These two names fit with the criteria listed above.

ACMC HOLDINGS LTD - LOT 13 PLAN VIP84686

ACMC Holdings (“First Light” at Marine Drive) is near completion of the required engineering for its 33-lot subdivision located directly off Marine Drive. This subdivision has one new cul-de-sac road connecting directly off Marine Drive heading north (**Figure 2**).

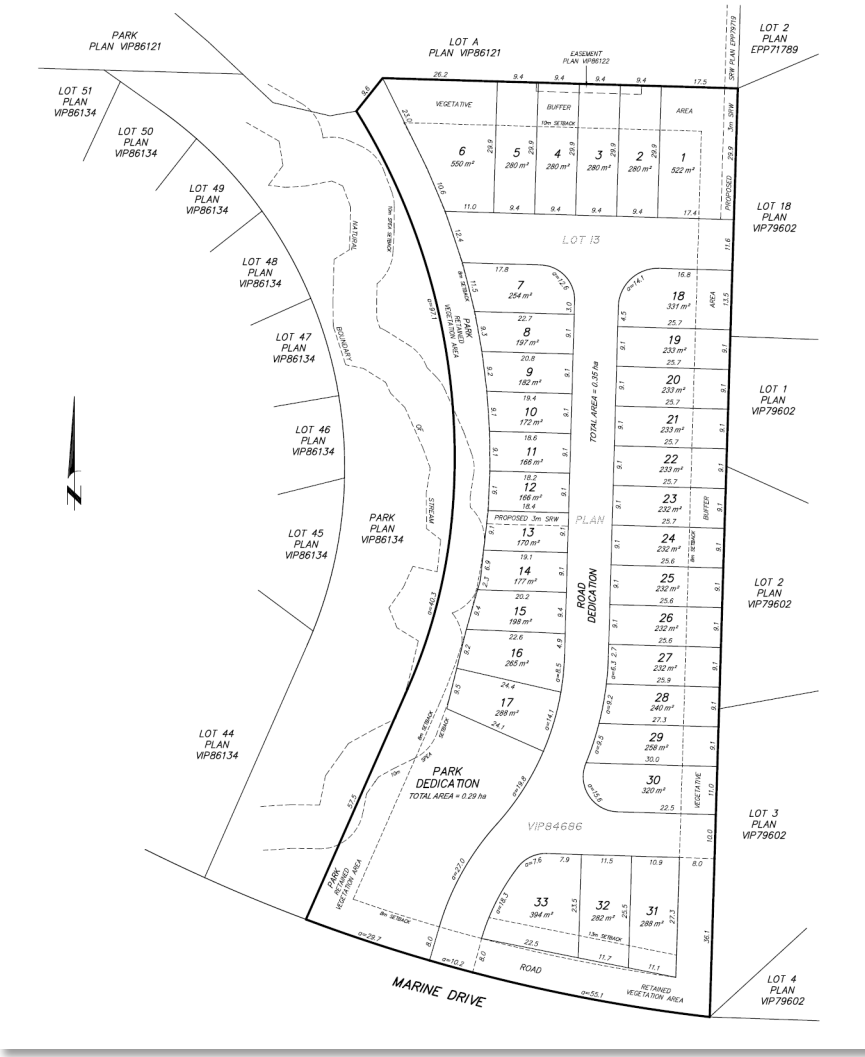


Figure 2 – Lot 13 subdivision plan

ACMC Holdings has put forward the four following names:

- Salish Street
- Ocean Street
- Fir Street
- Spruce Street

Out of this list the name “Spruce Street” would seem to best fit the criteria listed above.

ALTERNATIVE ROAD NAMES

Council, at its discretion, can replace one or all of the names proposed for the new roads listed in this report. This can be done by giving the bylaw first reading, then amending the draft bylaw to

replace the relevant road names and then giving the bylaw a second and third reading as amended.

BYLAW CLEANUP

Several existing road names were not included in the old bylaw. The three road names listed below have been included in the new bylaw:

- Elina Road
- Park Lane
- Tye Terrace

Hemlock Street was listed in the old bylaw (Bylaw No. 1079) as Hemlock Road. All properties addressed off Hemlock are using Hemlock Street as their address. Since street is the correct orientation and the properties on Hemlock have been using Street for many years, the new bylaw now identifies the road as Hemlock Street. It should be noted that the street signs will need to be adjusted if the bylaw is adopted.



Figure 3: existing “Hemlock Road” street sign.

ANALYSIS OF OPTIONS:

A	Give first, second, and third reading to <i>Bylaw No. 1321, 2025</i> , and refer the bylaw to Yuufu?i?at? Government for review and comment.	Pros	<ul style="list-style-type: none"> This would put the bylaw in the position to be adopted at a future meeting of Council. Would allow the developers to identify and market their development with an approved road name from the outset. Would enable review by the Yuufu?i?at? Government.
		Cons	<ul style="list-style-type: none"> Unknown at this time.
		Implications	<ul style="list-style-type: none"> The bylaw could be adopted at a future Council meeting.
B	Provide alternative direction	Pros	<ul style="list-style-type: none"> Council would be able to add or remove road names to be included or removed from the bylaw.
		Cons	<ul style="list-style-type: none"> Staff would need to verify with North Island 911 that any newly proposed road names would not create a conflict.
		Implications	<ul style="list-style-type: none"> Council would need to amend the bylaw on the fly.
		Suggested Motion	<p>THAT Council give first reading to District of Ucluelet Road Naming Bylaw No. 1321, 2025,</p> <p>THAT Council amend bylaw District of Ucluelet Road Naming Bylaw No. 1321, 2025, by removing the road name (<u>Council indicated which name</u>) from the text and map of the bylaw and replace that name in the text and map of the bylaw with (<u>Council indicate which name</u>).</p> <p><i>Repeat the motion above if more changes are required.</i></p> <p>THAT Council give second and third reading to District of Ucluelet Road Naming Bylaw No. 1321, 2025, as amended</p>
C	Reject the application	Pros	<ul style="list-style-type: none"> Unknown at this time.
		Cons	<ul style="list-style-type: none"> Would not name three roads in the community.
		Implications	<ul style="list-style-type: none"> Would not name three roads in the community.
		Suggested Motion	<ul style="list-style-type: none"> No motion required.

POLICY OR LEGISLATIVE IMPACTS:

This bylaw would name three new roads within the community and update an outdated bylaw.

NEXT STEPS:

If Council proceeds to the first, second, and third reading of *District of Ucluelet Road Naming Bylaw No. 1321, 2025*, staff would then refer the bylaw to the Yuuʷuʷiʷiʷatʰ Government. Pending receipt of comments, the bylaw would be brought back for consideration of any edits and/or adoption at a future Council meeting.

Staff would also advise the developers of the acceptance of the proposed road names for the two new subdivisions in town.

Respectfully Submitted: John Towgood, Municipal Planner
Bruce Greig, Director of Community Planning
Duane Lawrence, CAO

DISTRICT OF UCLUELET
Road Naming Bylaw No. 1321, 2025

A bylaw to name roads in the District of Ucluelet

WHEREAS pursuant to Section 39 of the Community Charter, the District of Ucluelet Council may by bylaw, assign a name to a highway, street, road, lane or highway within the District of Ucluelet;

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

1. Administrative provision:

The respective names of all road allowances in the District of Ucluelet as listed in Schedule “A” and located on the community map in Schedule “B” are hereby assigned to those road allowances.

2. Repeal:

The “Road Naming Bylaw No.1079, 2008” and all its amendments, are hereby repealed.

3. Citation:

This bylaw may be cited as “District of Ucluelet Road Naming Bylaw No. 1321, 2025”.

READ A FIRST TIME this day of , 2025.

READ A SECOND TIME this day of , 2025.

READ A THIRD TIME this day of , 2025.

ADOPTED this day of , 2025.

CERTIFIED A TRUE AND CORRECT COPY of “District of Ucluelet Road Naming Bylaw No. 1321, 2025.”

Marilyn McEwen
Mayor

Duane Lawrence
Corporate Officer

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

Duane Lawrence
Corporate Officer

Schedule A

Road Name	Nuu Chah Nulth language Barkley dialect translation or traditional placename.	Definition and/or translation explanation.
Alder Street	qaqmapt ʔašii	Alder
Amphitrite Place		
Athlone Road		
Barkley Place		
Bay Street	hitaćus ʔašii	“In the bay”
Birch Street		
Boardwalk Boulevard	ʔuʔas ʔašii	Boardwalk
Cedar Road	humiiis ʔašii	Cedar
Cedar Grove Place		
Coast Guard Road	ʔaaʔasʔaʔuk ʔašii	“Coast” or “Ocean”
Coral Way		
Cynamocka Road	sinmuxsýac ʔašii	Evergreen huckleberry
Cypress Road	ʔaʔmapt ʔašii	Cypress (in Latin = yellow cedar)
Eber Road		
Edwards Place		
Elina Road		
Forbes Road	mukuustas ʔašii	The shore, the water, and the fishing bank.
Fraser Lane	ʔaʔaašxuʔʔiik ʔašii	Nickname = “Face always was dirty” from gardening
Florencia Drive		
Garden Street	tuuk ^w asuwas ʔašii	“Outdoor garden”
Grey Whale Place	maaʔak ʔašii	Grey whale
Harbour Crescent	yuuʔ ʔašii	
Helen Road		
Hemlock Street	q ^w iʔaqaqmapt ʔašii	Hemlock
Holly Crescent		
Humpback Place	k ^w awin ʔašii	Humpback whale
Imperial Lane		
Kimoto Drive		
Larch Road	wiʔmapt ʔašii	Larch
Little Beach Road	hitinqis ʔašii	Beach
Lorne White Place		

Lyche Road	čaapiił ʔašii	Placename = “island in middle (of harbour)”
Main Street		
Marine Drive	tupał ʔašii	Saltwater
Matterson Drive		
Minato Road		
Norah Street		
Odyssey Lane		
Orca Crescent	kakawin ʔašii	Orca whale
Otter Street	ḱ ^w ak ^w ał ʔašii	Sea otter
Pacific Crescent		
Park Lane		
Pass of Melfort Place	ʔapswiis ʔašii	Named after a shipwreck
Peninsula Road	ýučkwanim ʔašii	“A portion of land almost surrounded by water”
Pine Road	ʔišmapt ʔašii	Pine
Rainforest Lane	míłaaqłas ʔašii	“Raining in the forest”
Rainforest Drive		
Reef Point Road	ćaasuu ʔašii	A reef
Rupert Road		
Seabridge Way	łaaʔayis ʔašii	Seaward side
Seaplane Base Road	čaałčiis ʔašii	Placename = gooseberry bushes
Shore Pine Drive	łaqmapt ʔašii	Shore Pine
Short Road	ʔaaneʔis ʔašii	Short
Signature Circle		
Sitka Place		
Spruce Street	tuhmapt ʔašii	Spruce
St. Jacques Boulevard		
Sunset Point Road	huupʔatu ʔašii	Sunset
Tyee Terrace		
Victoria Road	mituuni ʔašii	
Waterfront Drive	hiłahuʔis ʔašii	
Yew Street	qatmapt ʔašii	

DISTRICT OF UCLUELET

Bylaw No. 1079, 2008

A bylaw to name roads in the District of Ucluelet as of 2008.

WHEREAS the Council of the District of Ucluelet is authorized and empowered to assign the name of a highway, including, but not limited to streets and roads within the municipality that are open to public access;

NOW THEREFORE the Council of the District of Ucluelet enacts as follows:

1. CITATION:

This bylaw may be cited for all purposes as the "Road Naming Bylaw No.1079, 2008", and comes into effect on the date of adoption.

2. ADMINISTRATIVE PROVISION:

That the road allowances shown on Schedule "A", and listed in Schedule "B" attached hereto and forming part of this bylaw, are hereby dedicated as:

ROAD NAME	Garden Street	Orca Crescent
Alder Street	Grey Whale Place	Otter Street
Amphitrite Place	Harbour Crescent	Pacific Crescent
Athlone Road	Helen Road	Pass of Melfort Place
Barkley Place	Hemlock Road	Peninsula Road
Bay Street	Holly Crescent	Pine Road
Birch Street	Humpback Place	Rainforest Lane
Boardwalk Blvd	Imperial Lane	Rainforest Drive
Cedar Road	Kimoto Drive	Reef Point Road
Cedar Grove Place	Larch Road	Rupert Road
Coast Guard Road	Little Beach Road	Seabridge Way
Coral Way	Lorne White Place	Seaplane Base Road
Cynamocka Road	Lyche Road	Short Road
Cypress Road	Main Street	Signature Circle
Eber Road	Marine Drive	St.Jacques Blvd
Edwards Place	Matterson Drive	Sunset Point Road
Forbes Road	Minato Road	Victoria Road
Fraser Lane	Norah Street	Waterfront Drive
Florencia Drive	Odyssey Lane	Yew Street

3. REPEAL OF PREVIOUS BYLAWS:

- a. "District of Ucluelet Road Naming Bylaw No. 924, 2003" (Forbes Rd.);
- b. "Corporation of the Village of Ucluelet ROAD NAMING Bylaw, Bylaw No. 154, 1962" (Pine Rd.); and
- c. "Lyche Road Dedication Bylaw 1956, No. 61" (Lyche Rd) are hereby repealed.

READ A FIRST TIME this 9th day of **December, 2008.**

READ A SECOND TIME this 9th day of **December, 2008.**

READ A THIRD TIME this 9th day of **December, 2008.**

ADOPTED this 13th day of **January, 2009.**

CERTIFIED CORRECT: the "Road Naming Bylaw No. 1079, 2008."



Eric Russcher
Mayor



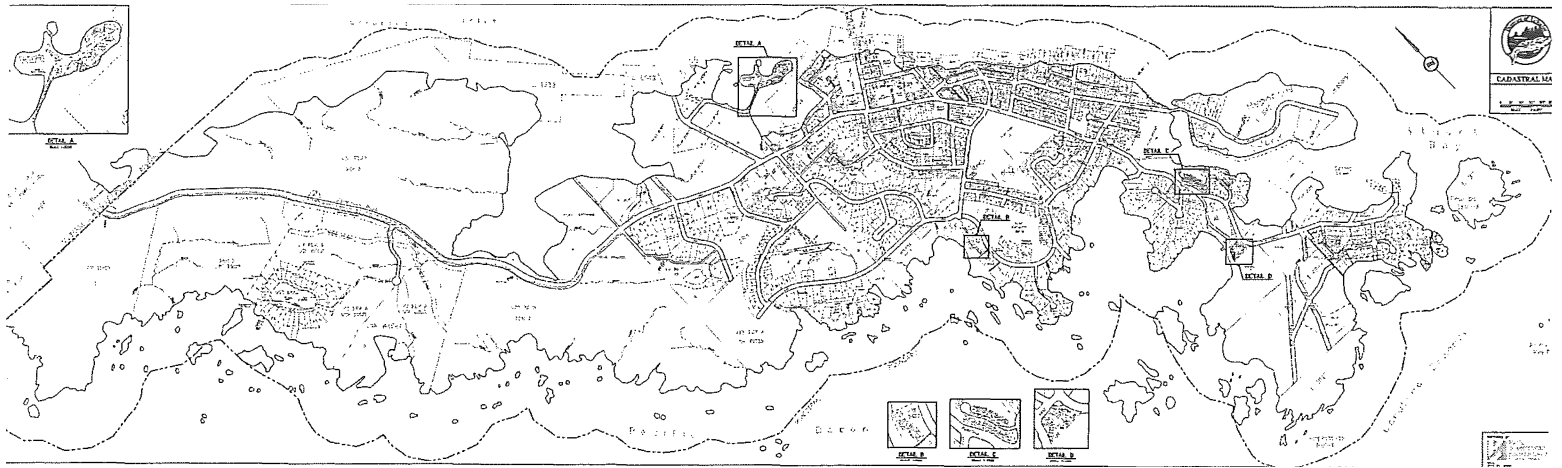
Saila Hull
Corporate Officer

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



Saila Hull
Corporate Officer

Schedule "A"



See full-size schedule for complete inventory of District of Ucluelet Road Allowances.

Schedule "B"

NO.	ROAD NAME	
001	Alder Street	
002	Amphitrite Place	
003	Athlone Road	
004	Barkley Place	
005	Bay Street	
006	Birch Street	
007	Boardwalk Blvd	
008	Cedar Road	
009	Cedar Grove Place	
010	Coast Guard Road	
011	Coral Way	
012	Cynamocka Road	
013	Cypress Road	
014	Eber Road	
0150	Edwards Place	
016	Forbes Road	existing bylaw (# 924)
017	Fraser Lane	
018	Florencia Drive	
019	Garden Street	
020	Grey Whale Place	
021	Harbour Crescent	
022	Helen Road	
023	Hemlock Road	
024	Holly Crescent	
025	Humpback Place	
026	Imperial Lane	
027	Kimoto Drive	
028	Larch Road	

029	Little Beach Road	
030	Lorne White Place	
031	Lyche Road	existing bylaw (# 61)
032	Main Street	
033	Marine Drive	
034	Matterson Street	
035	Minato Road	
036	Norah Street	
037	Odyssey Lane	
038	Orca Crescent	
039	Otter Street	
040	Pacific Crescent	
041	Pass of Melfort Place	
042	Peninsula Road	
043	Pine Road	existing bylaw (# 154)
044	Rainforest Lane	
045	Rainforest Drive	
046	Reef Point Road	
047	Rupert Road	
048	Seabridge Way	
049	Seaplane Base Road	
050	Short Road	
051	Signature Circle	
052	St. Jacques Blvd	
053	Sunset Point Road	
054	Victoria Road	
055	Waterfront Drive	
056	Yew Street	

FROM: JOHN TOWGOOD, MUNICIPAL PLANNER

FILE NO: 0890-20

SUBJECT: MATTERSON RESERVOIR PROPERTY NON-MARKET HOUSING DEVELOPMENT

REPORT NO: 25-17

ATTACHMENT(S): APPENDIX A - ENVIRONMENTAL ASSESSMENT
APPENDIX B - ARCHAEOLOGICAL PRELIMINARY FIELD RECONNAISSANCE
APPENDIX C - PRELIMINARY SERVICING REVIEW
APPENDIX D - GRANT MODELING BRIEF

RECOMMENDATION(S):

1. **THAT** Council direct staff to develop and bring forward a Zoning Bylaw amendment that would allow the Multi-Family housing uses proposed for the School District-70 lands and the Matterson Reservoir Property.
2. **THAT** Council direct staff to work with School District 70 to develop a memorandum of understanding for a subdivision and land swap to facilitate the development of housing in the vicinity of the Matterson Reservoir Property.
3. **THAT** Council direct staff to engage a land surveyor to undertake the work necessary in preparation of plans for defining and registering the areas of the potential land swap, road dedication and development parcels.
4. **THAT** Council indicate support to prioritize developing a Request for Expressions of Interest document for a grant submission to the Community Housing Fund for development and operation of a 50-unit affordable housing project on the future Lot A of the Matterson Reservoir Property.

BACKGROUND:

INTRODUCTION:

Ucluelet, like many communities across Canada, is in the midst of a housing crisis – deepening the need to strategically address this complex issue using the regulatory tools available to local governments. Ucluelet’s challenges with a lack of affordable housing began to escalate in 2001, and factors such as increases in tourism and the COVID-19 pandemic have exacerbated the issue,

which is felt disproportionately by lower income and more vulnerable community members. In response, the District of Ucluelet has updated plans, enacted bylaws, and implemented policies to address the issue, including the Official Community Plan Short-term Housing Action Plan, OCP Affordable Housing Policies, Ucluelet Housing Needs Report (2021), and Zoning Bylaw updates.

This report is being brought forward because the plans and policies mentioned above have led to an opportunity for a District-owned property located off Matterson Drive behind the School District 70 (SD-70) (the “**subject property**”; See **Figure 1**) as a well-suited site for a District-initiated affordable housing development, similar to the newly created Headwaters Affordable Housing project in Tofino. This report will explore who the development would serve, how it would address a critical need within the community, logistics of site design, construction, and operations, funding sources, and overall feasibility.



Figure 1. Location of the subject property.

REGULATORY REVIEW:

A public sector affordable housing project on this site has been identified by plans and policy objectives and pursued through direction from Council over the past seven years. Below is a summary of the key supportive policy guidance and directives for this project:

- **The Short-Term Housing Action Plan (2018):** Called for a District Land and Development Strategy for affordable housing, which has been integrated into OCP Policies 3.131 A-L.
- **Ucluelet Housing Needs Report (2021):** Identified Land Acquisition and Disposal as a tool to incentivize new affordable housing development, and states that land contribution by local government is valuable in seeing affordable housing projects happen. The report identified the subject property as a promising site for affordable ownership and rental housing.
- **Official Community Plan (2022):** Designated the subject property for Multi-Family Residential, Parks & Open Space and institutional (See **Figure 2**) use with the intent for the site to be utilized as an affordable housing project if an opportunity became available.
- **2023 Budget:** Council allocated \$200,000 (for 2025) to assess the site's feasibility.
- **Interim Housing Needs Report Update (2024):** Identified a total of **794** housing units required to meet housing units within the next 20 years. 75% of units (**596**) should be attainable and approximately 30% (**240** units) must be affordable to meet the identified demand.
- **SD-70 Land Swap Discussions:** On September 24, 2024, Council was presented a report that discussed a possible land swap with SD-70 to help facilitate SD-70's potential development of the northwestern corner of their property for teaching housing and improved access to the subject property. Staff have now completed the tasks listed in the latest direction from Council and are in a position to rise and report on the potential for a land swap with SD-70 and the feasibility of an affordable housing development on the subject property.

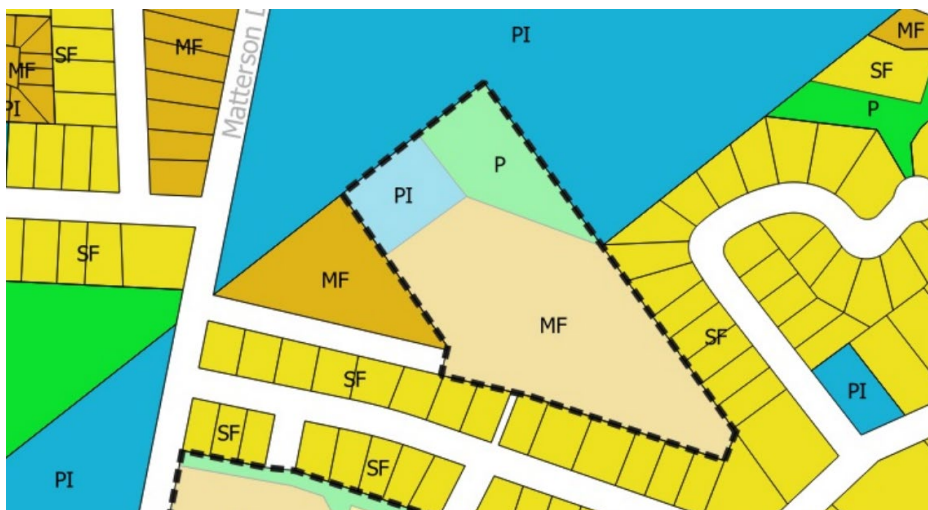


Figure 2. OCP (2022) Long-Range Land Use Plan Designation of subject property.

A NEED FOR PUBLIC SECTOR INVOLVEMENT:

Non-market housing can be created through two approaches: leveraging the private sector to incorporate affordable housing into development (i.e. via density bonusing) or through direct public sector involvement. The District of Tofino's 72-unit Headwaters Affordable Housing project is a good example of a public-sector project which involved significant financial and oversight commitments from local government, resulting in a mix of housing options ranging from deep subsidy to market rental. This project is seen by local residents and social agencies as a success in addressing imminent community need for more diverse, secure, and affordable housing. This project provides a good comparison for the potential for the District of Ucluelet to follow suit and bridge the gap of housing needs for Ucluelet residents (see more detail in **Feasibility** section below).

Within Ucluelet, most housing supply has been developed by the private sector. While private-sector development remains vital in meeting Ucluelet's housing needs, rising land values and construction costs are increasingly making it difficult for the private sector to provide units that are affordable to local residents. In addition, overall project and construction timelines are ultimately at the discretion of the developer. Even after a proposal receives the permits, zoning, and approvals required to break ground, there are no mechanisms available to ensure that housing, affordable or not, is actually built.

Therefore, public sector projects increase stability towards delivering affordable housing through:

- Control over timelines and expenditure of funds.
- Transparency through procurement processes with respect to obtaining experienced consultants and contractors.
- Access to government funding.
- Ability to reduce costs by using public land.

Given the urgent need for affordable units, pursuing the creation of a public-sector housing project is strongly advisable, and is being pursued by communities across Canada.

ADDRESSING TARGET HOUSING NEED: WHO IS THIS FOR?

As a general marker, housing is considered “affordable” if it costs less than 30% of a household’s before-tax income. Ucluelet’s OCP and housing policy introduce additional affordability thresholds to more specifically address the needs of households falling within median and lower income ranges:

- **Affordable Housing:** *“A household not spending more than 30% of gross income, based on a household earning 80% of the median income.”*
- **Attainable Housing:** *“Housing costs not exceeding 30% of gross income for a household earning 120% of the median income.”*

These thresholds highlight the Ucluelet residents who are most unlikely to meet their housing needs with the current housing supply. For this report, this range will be described as the “Target Housing Need” as illustrated by the green box in **Figure 3**. This figure describes affordable and attainable housing costs based on income level and presents a visual to understand the target housing need.

In Ucluelet, the gap between housing costs and what is considered affordable/attainable has widened substantially over the past decade, making affordable rentals and home ownership increasingly out of reach for Ucluelet residents near or below the median household income range. While there is evidently still demand to meet the housing needs of residents at or above the 120% median income threshold, this is more likely to be met by the private-sector. However, delivering housing that meets the target housing need—particularly for residents on the lower end of the affordability threshold—can make private sector development more challenging and less financially feasible.

The major advantage of public sector projects lies in the ability to meet the housing needs of lower income residents, beyond what the private sector can typically reach. Specifically, this project would include supporting residents making 80% or less of the median income such as those identified in the Interim HNR Report (2024) as experiencing extreme core housing needs, homelessness, and suppressed household formation. This could include seniors on fixed incomes, the seasonal and transient workforce, dual and single-income households, families, single parents, couples without children, women fleeing violence, and people who are experiencing or are at risk of homelessness. Similar to the Headwater project in Tofino, the opportunity to meet a range of housing needs from deep subsidy to market would be possible.

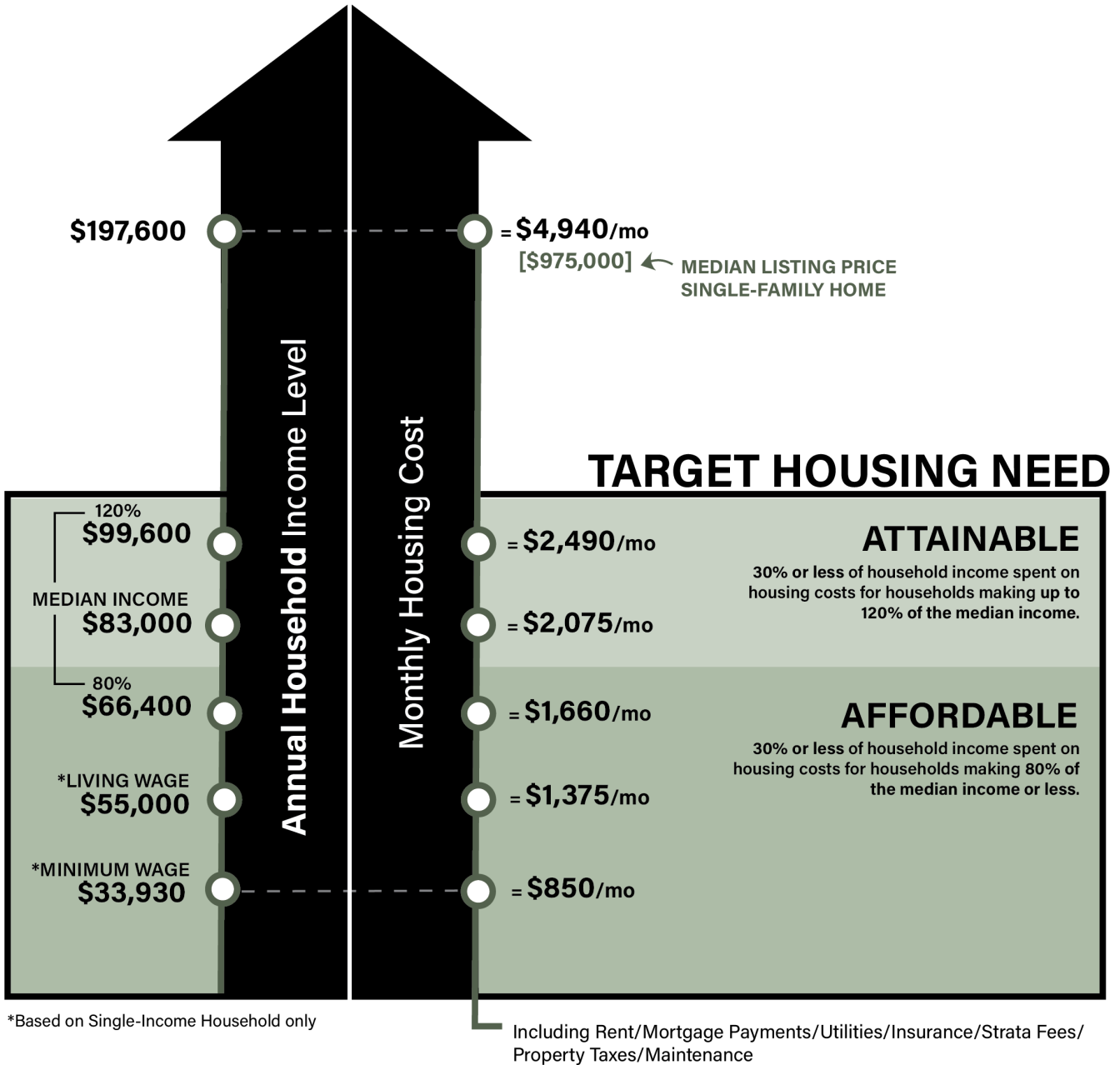


Figure 3. Visualization of Target Housing Need.

PROJECT FEASIBILITY:

The following sections include a breakdown of the site's attributes and the various preliminary feasibility studies and assessments completed:

LOCATION:

The subject property is extremely well placed within the community in a central location next door to the schools, Big Beach Park with access to the Wild Pacific Trail, and the CO-OP grocery store. This central location can encourage walkability where residence can easily leave their cars at home to shop, work, and recreate. A central location can equitably serve populations without cars.

SCHOOL DISTRICT-70 LAND SWAP:

In July of 2024, the Assistant Director of Operations for the Pacific Rim School District (SD-70) initiated discussion regarding the potential subdivision of a section of the SD-70 property for the purposes of developing up to 12 units of teacher housing. The only feasible location for SD-70 to develop their project is the site of the existing BMX Park (Lot D and Lot E in **Figure 4**).

In review of the proposal, it was noted that there is an encroachment of the school's running track onto the subject property (shown in blue in the northeast corner above Lot B in **Figure 4**). As the access to the subject property through Short Road would be difficult (due to the steep westward slope of the end section of Short Road), a land swap between SD-70 and the District emerged as a mutually beneficial solution in which both parties could swap lands and share costs associated to the subdivision of these lands.

In September 2024, staff presented Council with a preliminary land swap plan. Part of the direction given to staff at that meeting was to continue engagement with SD-70 on the possibility of a joint land swap and subdivision application. These discussions have since progressed, and the SD-70 Board made a motion to continue these discussions and advance the land swap and potential subdivision project.

A preliminary subdivision plan showing the two proposed SD-70 housing lots and the running track land to be transferred to SD-70 (all indicated in blue), as well as proposed park spaces, road dedication, and three developable District lots is presented in **Figure 4**. In this land trade agreement, the District would acquire more land than SD-70. If this land area imbalance is a concern to SD-70, portions of the areas shown as "park" adjacent to the school grounds could be transferred to SD-70 to create an equal land trade.



Figure 4. Preliminary Subdivision Plan

ENVIRONMENTAL ASSESSMENT:

On January 30, 2025, Redd Fish Restoration Society (Redd Fish) completed a biophysical assessment of the subject property. The Report is included as **Appendix A**. In an earlier draft of this report Redd Fish noted that the proposed access road conflicted with a group of large mature trees. The road was subsequently moved to avoid these trees. For a complete understanding of the biophysical assessment and recommendations please see **Appendix A**. Overall, the report finds the proposal to align with the environmental attributes of the site through avoiding steep slopes and retaining green space connectivity.

ARCHAEOLOGICAL ASSESSMENT:

The District of Ucluelet contacted Carey Cunneyworth, the Director of Culture, Language & Heritage / Archaeologist for the Ucluelet First Nation and requested a Preliminary Field Reconnaissance (PFR) for the proposed development. Carey subsequently forwarded the Preliminary Field Reconnaissance completed for the frisbee golf course in December of 2022 (**Appendix B**) and indicated that the area proposed for this project overlapped the area covered by the prior PFR. For a complete understanding of the PFR see **Appendix B**. The following are the PFR's recommendations:

- *Based on the results of this assessment, no further archaeological work is required. However, the following recommendations are made should any unidentified archaeological feature or site be encountered after this survey.*
- *That the District of Ucluelet inform all contractors who will be involved with building activities in the proposed development area that archaeological remains in the Province of British Columbia are protected from disturbance, intentional or inadvertent, by the Heritage Conservation Act (RSBC 1996, Chapter 87) and Section 51 of the Forest Practices Code Act (1995);*
- *That the District of Ucluelet inform contractors that, in the event that previously unidentified archaeological remains (including culturally modified trees) are encountered during building activities, that all activities with potential impacts to the remains must be halted, and the Ucluelet First Nation must be contacted upon discovery, and be informed of the location, the type/s of archaeological remains encountered, and the nature of the disturbance.*

ENVIRONMENTAL VALUE OF THE SITE:

Housing is a key consideration for the community; however, the preservation of the environment should also be held high in policy and development decisions. The current forested area of the subject property has an inherent community value in its minimally disturbed state. Given the site's central location and the limited property that the municipality holds to develop affordable housing projects, this site's value for the proposed development is very high. Within the

conceptual design for the proposed development and access road, care was taken to preserve as much of the forested area as possible while maximising the potential affordable housing density. Careful consideration should be given to final site layout to ensure the most environmentally sensitive areas are safeguarded.

It should also be noted that the subdivision was designed with three development sites to allow a phasing of the development if desired. One phase (Lot A) could be built while the other two development sites could be left in their natural state.

FRISBEE GOLF COURSE AND BMX TRACK:

Both the Frisbee Golf Course and the BMX Track are valued community amenities. The BMX track is located on the SD-70 property and is in an area where SD-70 is contemplating locating housing for its teachers. This is early days for this proposal but if this project gains momentum, consideration should be given to the track's relocation.

The newly created frisbee golf course would be in part displaced by the proposed access road. Like the BMX Track, consideration should be given to rerouting the course around the proposed road and buildings, or relocation to another site if necessary.

ROUGH GRADING AND SERVICING ESTIMATE:

SERVICING:

Koers and Associates Engineering was engaged to complete a Civil Servicing Cost Estimate for the proposed development. They provided a conceptual civil servicing design and accompanying high-level cost estimate for the potential 100+ unit multi-family residential development on the subject property.

This report is a preliminary estimating exercise, relying on LIDAR-based topography and geotechnical assumptions, resulting in a Class D estimate that includes large contingencies. To comprehensively understand all details, the full report and estimate should be reviewed (see **Appendix C**).

In summary, the property can be serviced and developed as proposed with the estimated cost of the road and servicing of the three proposed lots at \$2,654,028, plus a 50% contingency. With the high fluctuation of municipal project costs, it would be reasonable to use the larger figure which includes contingency and brings road costs to approximately \$4 million.

GRADING:

The proposed road would create three large developable properties, with the upper stories of the building attaining views. A stepped lower half-storey building design would help mitigate the site's sloped terrain, making parking and building construction comparable to typical

developments with a 5-meter change in grade. The estimated rough grading costs for Lot A and Lot B would align with standard development cost of projects of this scope.

OFF SITE WORKS:

SEWER:

The subject property is served by what is generally considered some of Ucluelet's more reliable sewer infrastructure, as discussed in a report on sewer system upgrades presented at the [November 12, 2024](#) Council Meeting. The Koers estimate lists the off-site storm, sewer and water costs at \$216,000, with contingency totalling \$324,000. As relayed in the report, additional analysis should be conducted in conjunction with the ongoing sanitary sewer system upgrade.

WATER:

Water pressure is a noted concern for the site but can be overcome by connecting to a high-pressure segment of water infrastructure and by boosting pressure in the individual buildings by way of a jet pump. See **Appendix C** for further details.

FUNDING OPTIONS:

M'akola Development Services was engaged to conduct a high-level feasibility brief assessing the viability of an affordable housing development project on the subject property (see **Appendix D**). This brief evaluates different funding scenarios for the development under two programs; BC Housing's [Community Housing Fund](#) (CHF) and [BC Builds](#). Note that the following rental scenarios are high-level and based on preliminary site analysis, a Class D Cost Estimate for the road and civil works (assuming that the full cost of the road is carried by the building's budget for each funding scenario), and market rental rates based on Tofino's Headwaters Development 2025 rents.

SCENARIO 1 / BC BUILDS – 50 UNIT RENTAL PROJECT:

BC Builds is targeted towards increasing housing supply for middle-income households, with the goal of delivering building permits within 18-months of project initiation. Housing built under this program would contain at least 20% of units with rent that is 20% below market-rate, achieved through a per unit grant of up to \$225,000 and low-interest financing.

Financial modelling under the BC Builds program suggests that a 50-unit rental project is likely unfeasible if the expense of the road is carried by the project. However, should road cost be reduced or eliminated, the project could become viable under BC Builds.

SCENARIO 2 / COMMUNITY HOUSING FUND -- 50 UNIT RENTAL PROJECT:

The CHF is targeted towards increasing housing supply for low to middle-income households. Housing built under this program would contain a mix of:

- **20% of units at Deep Subsidy;** Studio \$375, 1-Bedroom \$375, 2-Bedroom \$570, 3-Bedroom \$665 – Monthly rental rate (*per Headwater Application Form*)
- **50% of units at Rent-Geared-to-Income (RGI);** Studio \$1,750 to \$5,167, 1-Bedroom \$1,750 to \$5,167, 2-Bedroom \$2,167 to \$6,208, 3-Bedroom \$2,167 to \$6,958 – Monthly rental rate (*per Headwater Application Form*). Note that actual rent in RGI units is 30% of gross household income for eligible tenants.
- **30% Near Market;** Studio \$1,150, 1-Bedroom \$1,550, 2-Bedroom \$1,950, 3-Bedroom \$2,300 – Monthly rental rate (*per Headwater Application Form*).

Financial modeling under the CHF program indicates that a 50-unit rental project could be a strong fit under the CHF program and is consistent with successful CHF submission for the previous intakes.

SCENARIO 3 / 100 UNIT RENTAL PROJECT:

Financial modeling was also completed for 100-units to be funded under BC Builds, CHF or jointly. A larger project with increased density could be more cost efficient, however further modelling is necessary.

FUNDING OVERVIEW & CONSIDERATIONS:

The project is primarily grant-dependent, aside from municipal contributions. Regardless of Council's approach to grant funding, the cost of the road could be a disadvantage moving forward with a funding application, as BC Housing typically prioritizes sites that are fully serviced and accessible. Council should consider exploring funding options to address the infrastructure requirement.

The District of Ucluelet has access to roughly \$1.5 million in affordable housing funds between the District's affordable housing reserve and the funds held in trust with Tourism Ucluelet. There is a further \$2.6 million in the Barkley Community Forest Reserve and Barkley Community Forest Trust Reserves which totals \$4.1 million in accessible dollars. It is conservatively estimated that the OAP will generate between \$350,000 to \$500,000 annually. If the Province allows it, the District can potentially use a portion of the \$4.1 million in reserves to front the cost and use the annual OAP revenue to pay back the reserves with interest.

Given that the proforma analysis indicates BC Builds funding is currently unfeasible, pursuing funding support for both buildings through the CHF may offer a more viable path. To enhance

the project's competitiveness within the application process, engaging a consultant team and advancing the design as much as possible is highly recommended.

If concurrent development on Lots A and B is pursued, an absorption study should be conducted to assess potential risks associated with increasing Ucluelet's rental stock by approximately 100 units, including possible delays in leasing units and broader impacts on the local rental market.

OPERATING THE PROJECT:

Operative components of public sector housing projects vary by municipality. Typical models involve partnerships between:

- The local government;
- A government-owned local or regional housing corporation (e.g. Tofino Housing Corporation, Whistler Housing Authority); and,
- A non-profit, charity, institutional, or private housing provider (e.g. West Coast Community Resource Society, Catalyst Community Development Society, Ballenas Housing Society, M'akola Housing Society).

Unlike Tofino (See **Table 1**), the District of Ucluelet has not created a local housing corporation. However, to demonstrate the typical processes, the following section explores Tofino's operative structure of the Headwaters project as a framework that Ucluelet could mirror.

CASE STUDY: TOFINO

BACKGROUND ON TOFINO HOUSING CORPORATION:

In 2017 The District of Tofino recognized the needed to take a proactive role in creating affordable housing, which led to the revival of the Tofino Housing Corporation (THC). The THC is a private non-profit corporation owned in full by the District of Tofino. It is run by a volunteer Board of Directors, with one half-time executive Director. Their mission is to facilitate development and operation of below-market housing in Tofino (See **Figure 5**) and they've identified housing development, funding, communications and advocacy, and organizational development as their four focus areas.

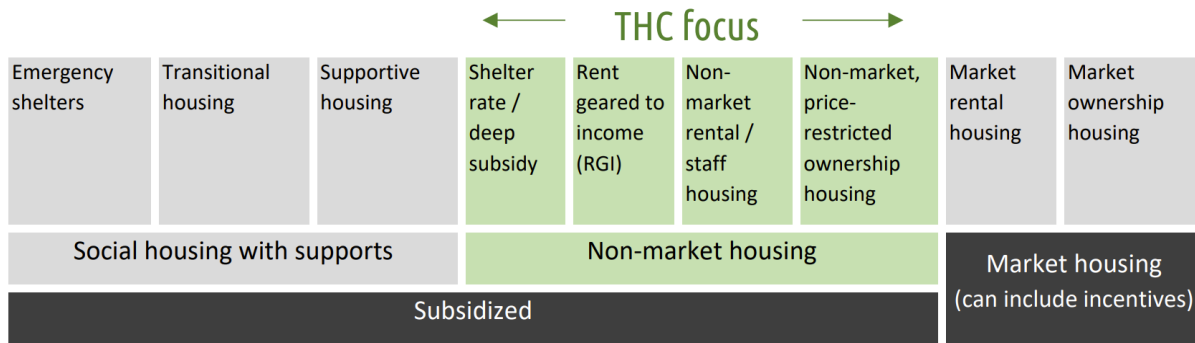


Figure 5. Range on the Housing Continuum that the TCH focuses on.

HEADWATERS PROJECT OPERATIVE MODEL:

The Tofino Headwaters project is a two-building rental complex offering 72 units ranging from studio to 3-bedrooms, with market, rent-geared-to-income (RGI), and deep subsidy rent options. This project is very similar to the project proposed in this report and understanding the details of development, funding, organizational structures, and operations of this project provides an opportunity for Staff, Council, and the public to realistically understand what is involved in public sector housing projects.

The THC found a suitable land parcel, identified a housing gap, and developed the Headwaters concept. They sent out an Expression of Interest (RFEOI) to look for a qualified partner to develop two apartment buildings on two separate legal parcels for affordable rental housing. Some of the standard review criteria include the Proponent’s purpose and mission statement, current social housing portfolio size with examples from the past five years, types of tenant groups served, latest audited financial statements, details of the proposed service delivery plan, including building maintenance, tenant supports, and any additional programming, ability to conform to requirements of complex legal agreements, and WorkSafe BC clearance- to name a few. The RFEOI led to a partnership between the District of Tofino, the THC, and Catalyst Community Development Society, with additional local property management support provided by Ardent Properties (See **Table 1**). Catalyst Community Development Society holds a 60-year lease on the property, owns the building, and operates the Headwaters complex, and there is a 7-year buy back option if the THC or the District of Tofino wished to take over the complex.

Organization	Role	Responsibility
District of Tofino ↓	Municipal Government	• Landowner (Lessor), municipal regulator
Tofino Housing Corporation (THC) ↓	Housing Corporation	• Identifies projects, preliminary project management, evaluate and contract housing providers
Catalyst Community Development Society ↓	Housing Provider	• Contracted project manager/operator (funding applications, coordinate construction, operations, tenancing, long-term maintenance etc.) • Building owner (Land Leaseholder)
Ardent Properties Inc.	Contractor	• Local property management support

Table 1. Tofino Operating Structure

The affordability of Headwaters is to the CHF fund model with 20% of the units at a deep subsidy, 50% of the units at a Rent Geared to Income (**RGI**), and 30% of the units at market rates. The funding for the project is as follows (source BC housing):

- *The Province, through BC Housing, provided approximately \$7.9 million for the two buildings from the Building BC: Community Housing Fund and will provide \$430,000 in annual operating funding.*
- *The federal government, through the Canada Mortgage and Housing Corporation provided approximately \$9.4 million through the Affordable Housing Fund for the two projects.*
- *The Tofino Housing Corporation provided the land valued at approximately \$1.8 million for both projects and \$780,000 in funding.*
- *Catalyst Community Developments provided \$180,000 for both projects.*



Figure 6. Preliminary Concept Drawings of Headwaters South.

APPLICABILITY OF HEADWATERS OPERATIVE MODEL TO UCLUELET:

The lack of a Ucluelet Housing Authority does not limit the ability for the community to deliver similar affordable housing services. For the project described in this report, preliminary work typically taken on by a housing corporation is already underway by District staff and Council. For example, the site and target housing needs has been identified, and preliminary feasibility studies have been completed. If Council supports the project, next steps will involve Staff developing a Request for Expression of Interest that would seek a qualified non-profit housing operator to manage and operate the project. The housing operator would be required to secure funding through the funding options presented earlier in this report. In this instance, the District of Ucluelet has undertaken a role similar to what has been done by the THC, however this would not limit the District's future ability to one day create its own municipally-owned housing corporation, or collaborate with the THC, First Nations, or the Alberni Clayoquot Regional District (ACRD) to coordinate affordable housing delivery on a regional level. There are benefits to having a government-owned housing corporation at arm's length from District and Council operations to advocate and build momentum for future public sector affordable housing projects.

SUMMARY:

The District of Ucluelet has very limited developable land suitable for a project of this scale, making the proposed site the most ideal location for the municipality to directly create public affordable housing. The CHF is a grant opportunity that is very attractive in terms of the funding provided and for its affordability program. The feasibility analysis found that the BC Builds program would only be viable if the municipality contributed to road cost, whereas the CHF indicates a cost per unit that aligns with successful applications from the last funding round, making it a more feasible option regardless of the road.

The CHF is one of the most substantial housing grants available and the program could support a diverse range of Ucluelet's needs. Its deep-subsidy units can provide affordable housing for seniors on limited pensions, single parents, women fleeing violence, and other vulnerable populations. The Rent Geared to Income units would ensure that affordability aligns to a range of individual household incomes, while the near-market rental units help address local demand and could contribute to overall rent stabilization in Ucluelet.

The funding brief provided two key recommendations. First, the cost of the road could be seen as a disadvantage to the scoring of a successful grant application. A contribution for the road construction would not only strengthen the funding application but also provides long-term access to one or two additional serviced District-owned properties for future housing projects. Second, absorbing approximately 100 new rental units presents potential risks. While increased rental inventory could increase inventory and lower rents, a sharp decline in rental rates and a high vacancy rate could challenge the project's financial viability and impact other housing providers within the community, such as Lot 13 and secondary suite owners.

A phased approach, beginning with the development of a single 50-unit CHF project and municipal support for road construction, would be a strategic path forward. This would result in two large, developable properties for future housing needs. A housing project like this is an intensive undertaking involving an informed and well-considered approach. With CHF grant submissions expected in late spring or early summer of this year, advancing the project now will be essential to meeting the tight timeline.

ANALYSIS OF OPTIONS:

Regardless of whether road construction is funded or if a grant submission is prepared, there is a current opportunity to work with SD-70 to reconfigure the parcel boundaries to better serve both public agencies. Staff recommend moving forward with survey work and a zoning bylaw amendment to better align the properties for the anticipated long-term housing and park uses. Staff recommend that Council consider the first 3 motions provided at the top of this report to move this forward.

If Council has questions or needs additional information and discussion prior to considering the fourth motion – to direct and prioritize preparing a RFEOI and grant application to the Community Housing Fund – this motion could be tabled and brought back to be considered at the next Council meeting.

A	Move forward toward a land swap with SD70 and grant application to the CHF fund.	<u>Pros</u>	<ul style="list-style-type: none"> • Takes advantage of current opportunities. • Regardless of grant outcome, would create value for the community by better configuration of publicly-owned land for future uses. • Would facilitate the SD-70 plans for developing teacher housing on their property. • Pursues an opportunity to create a supply of the most-needed types of housing in a project where the community has control over the timeline.
		<u>Cons</u>	<ul style="list-style-type: none"> • Will require prioritizing over other District projects.
		<u>Implications</u>	<ul style="list-style-type: none"> • Considerable staff time would be devoted in the coming months to prepare for grant submission. • Survey, consulting and legal fees for completing land swap.
B	Move forward toward a land swap with SD70, defer grant application.	<u>Pros</u>	<ul style="list-style-type: none"> • Takes advantage of current opportunity. • Regardless of grant outcome, would create value for the community by better configuring publicly-owned land for future uses. • Would facilitate the SD-70 plans for developing teacher housing on their property.
		<u>Cons</u>	<ul style="list-style-type: none"> • Uncertain whether the CHF fund grant opportunity will be available in future years.
		<u>Implications</u>	<ul style="list-style-type: none"> • Staff time to coordinate land reconfiguration and swap • Survey, consulting and legal fees.
		<u>Suggested Motion</u>	[Council consider motions number 1, 2 and 3 at the outset of this report]
C	Not pursue the land swap or grant application.	<u>Pros</u>	<ul style="list-style-type: none"> • Staff time and District funds could be concentrated on other projects.
		<u>Cons</u>	<ul style="list-style-type: none"> • Would not take advantage of current opportunity and receptiveness from SD-70 to reconfigure adjacent lands to provide road access to the municipally-owned property. • Would negatively impact SD-70 plans for developing teacher housing on their property. • Few other opportunities to create non-market housing where the community can control the timeline of construction.
		<u>Implications</u>	<ul style="list-style-type: none"> • Would make future development of the Matterson Reservoir property expensive or not feasible.
		<u>Suggested Motion</u>	No motion required.

POLICY OR LEGISLATIVE IMPACTS:

Amending the zoning of the Matterson Reservoir Property to allow multi-family residential and park uses would be consistent with the long-range land uses in the OCP. Staff recommend that a bylaw amendment be initiated by the District for this purpose.

NEXT STEPS:

As noted above, if Council requires further information before committing to a grant application process this matter could be tabled until another upcoming Council meeting. Staff recommend moving forward with at least furthering the survey work and agreement with SD-70 at this time.

Respectfully Submitted: John Towgood, Municipal Planner
Bruce Greig, Director of Community Planning
Duane Lawrence, CAO



January 30, 2025

John Towgood – Municipal Planner
District of Ucluelet
200 Main St.
Ucluelet, BC
V0R 3A0

RE: BIOPHYSICAL ASSESSMENT OF A PROPOSED HOUSING DEVELOPMENT ON DISTRICT LAND NEAR THE MATHERSON WATER TOWER, UCLUELET, BC

Dear Mr. Towgood,

Introduction

Redd Fish Restoration Society (Redd Fish) was asked by the District of Ucluelet (the District) to conduct a biophysical assessment of a proposed housing development on a District-owned lot south of Matterson Drive in central Ucluelet (PID 009-397-809; Figure 1). The property is within the traditional territory of the Yuuʔuʔiʔatʔ Nation.

The District of Ucluelet is proposing to develop approximately 100 housing units and associated parking on its property between Victoria Road, Matterson Drive and the Ucluelet Secondary School fields. The lot is approximately 6 ha in size and currently consists of a frisbee golf course and a municipal water tower at the north end. The area is within the Terrestrial Development Permit Area per Schedule E of the District of Ucluelet Official Community Plan (2020). This project is currently in the feasibility stage of planning; this assessment was completed based on a preliminary site plan provided by the District of Ucluelet (Figure 1). This biophysical assessment was completed to meet the requirement of the District of Ucluelet Official Community Plan (2020) including:

- the General Guidelines Applicable to all Environmental Development Permit Areas (DPAs); and
- the DPA V – Terrestrial Ecosystems (Mature Forest) Category.

Methods

A background review of readily available public information sources was conducted for the property including:

- a query of the BC Conservation Data Center iMap database for known occurrence records of species at risk within one kilometer of the property;
- a review of the provincial Habitat Wizard database for known fish streams in the area of the project; and,

- a review of Schedule E of the Ucluelet OCP.

The provincial Ecosystems Explorer Database was queried for potential species occurrences in the region based on the following criteria: Red or Blue-listed OR SARA listed Animals OR Plants OR Ecosystem; AND 'Municipalities': Ucluelet.

The results of this query (Appendix B) produce some obscure results that included species well outside of their home ranges. This list was sorted into species with potential to occur and those that are considered very unlikely based on one or both of the following conditions:

- The study area is outside of known range for the species or species is not known in the area; and,
- There is no suitable habitat for the species within or adjacent to the study area.

Note that the invertebrates identified in this query were beyond the scope of this assessment and were not assessed.

On October 24, 2024 Chris Dolphin of Redd Fish visited the site to assess ecological resources and potential site sensitivities. The study area boundaries were essentially the boundaries of the lot. The study area was assessed for ecological values (e.g., streams, wetlands, old growth forest, listed species and ecosystems or habitat with the potential to support species at risk) and important wildlife features (nests, dens, wildlife trees, etc.). Conditions were documented with field notes and site photographs. A georeferenced PDF map uploaded to Avenza Maps™ on a GPS enabled handheld device was used to navigate the study area and georeference important features.

Results

The study area is located within the Coastal Western Hemlock Very Wet Hypermaritime biogeoclimatic zone (CWHvh1; iMap BC). The proposed development area hosts young regenerating coniferous forest dominated by western hemlock (*Tsuga heterophylla*) with scattered western redcedar (*Thuja plicata*) as a sub-dominant species in the understory (Photo 1). A few mature trees were noted at the northeast area where holes 1 and 2 of the frisbee golf course are located (see Figure 1). The shrub layer is relatively undeveloped as the canopy is dense and restricts light penetration. Scattered salal (*Gaultheria shallon*), evergreen huckleberry (*Vaccinium ovatum*) and deer fern (*Struthiopteris spicant*) are present in trace amounts.

The west portion of the lot, near the west ends of holes 5 and 6, is on a slight west-aspect and hosts a richer understory, mostly dominated by evergreen huckleberry.

The proposed development is within an urban forest area in the central area of the town of Ucluelet. The area is adjacent to the Ucluelet Secondary School and there are trails and evidence of heavy pedestrian traffic throughout the area (Photo 2). Some recent clearing and thinning has occurred for the development of the frisbee gold course in 2022 (Photo 3). The value of the area as wildlife habitat is likely limited. The area is expected to support breeding birds, however. In particular, there is a patch of mixed forest with dense shrub understory to the south-east of the east end of hole 2 that is particularly good

nesting habitat. This area is dense young mixed forest dominated by red alder (*Alnus rubra*) with scattered western red cedar and a dense salmonberry (*Rubus spectabilis*) understory.

The property is likely unsuitable for denning medium and large-bodied mammals (i.e., bears) as it likely receives too much disturbance and human activity. Given the proximity of the school and residents, denning in this area should be deterred for safety reasons.

The study area generally hosts a low diversity of vegetation species and is unlikely to support rare or endangered vegetation species given the nature of the ecosystem and the current level of disturbance. No rare or endangered vegetation species were noted during the field work; however, species-specific surveys were not conducted and the survey was conducted too late in the season to detect many listed annuals.

No ecosystems at risk (Attachment B: Table B3) were identified within the proposed development area.

At the time of the assessment, no suitable breeding habitat for amphibians was noted. The ditch along the western boundary of the adjacent school fields may support breeding nearby. The area has very little in the way of coarse woody debris or other potential habitat structures. There were some scattered low-quality wildlife trees. The few large scattered western redcedar trees around hole 2 may provide roosting habitat for migratory tree bats as well as birds.

The BC Conservation Data Center (BC CDC) iMap application was queried for marked known occurrence records of species at risk. Two occurrence records overlap the site:

1. Tall woolly-heads (*Psilocarphus elatior*) is a provincially red-listed species and is federally listed as Endangered on Schedule 1 of the *Species At Risk Act* (SARA). This plant occurs in wet areas and vernal wetlands (Klinkenberg 2020). No suitable habitat to support this species was noted within the study area.
2. Northern red-legged frog (*Rana aurora*) is provincially blue-listed and listed as 'Special Concern' under the federal SARA. This species is relatively common in the region based on professional experience. The development area is unlikely to support breeding habitat for this species (they are obligate aquatic breeders). If there is suitable breeding habitat nearby, the development area may support overwintering.

There are a number of records of California wax-myrtle (*Morella californica*) to the south of the site scattered along the Ucluelet peninsula. This species is provincially blue-listed and is relatively common in the region. No California wax-myrtle plants were noted within the proposed development area.

No streams or wetlands were observed within the study area. The provincial Habitat Wizard (2024) does not indicate any streams within one kilometer of the study area. Schedule E of the District of Ucluelet OCP (2021) indicates three streams just to the south of the property which appear to be originating from adjacent lots. They are identified as streams 22, 25 and 26 and are all marked as 'Not Identified' in the schedule. All three appear to be first order stream draining southeastward. These features were not assessed in the field. No impacts are anticipated based on the distance between these features and the proposed development.

The BC Ecosystems Explorer Query data is provided in Appendix B. Note that the wildlife query included some obscure results. The list was sorted into species with potential for occurrence in the study area based on the criteria above, these are provided below in Table 1.

Table 1. Wildlife species at risk from the BC Ecosystems Explorer Query (Appendix A) with potential of occurring in the Study Area.

Group	Common Name	Scientific Name	BC List	SARA Schedule	
				Schedule	Designation
amphibians	Northern Red-legged Frog	<i>Rana aurora</i>	Blue	1	Special Concern
amphibians	Wandering Salamander	<i>Aneides vagrans</i>	Blue	1	Special Concern
amphibians	Western Toad	<i>Anaxyrus boreas</i>	Yellow	1	Special Concern
birds	Band-tailed Pigeon	<i>Patagioenas fasciata</i>	Blue	1	Special Concern
birds	Barn Swallow	<i>Hirundo rustica</i>	Yellow	1	Threatened
birds	Black Swift	<i>Cypseloides niger</i>	Blue	1	Endangered
birds	Black-throated Green Warbler	<i>Setophaga virens</i>	Blue		
birds	Evening Grosbeak	<i>Coccothraustes vespertinus</i>	Yellow	1	Special Concern
birds	Great Blue Heron, <i>fannini</i> subspecies	<i>Ardea herodias fannini</i>	Blue	1	Special Concern
birds	Olive-sided Flycatcher	<i>Contopus cooperi</i>	Yellow	1	Threatened
birds	Pine Grosbeak, <i>carlottae</i> subspecies	<i>Pinicola enucleator carlottae</i>	Blue		
birds	Purple Martin	<i>Progne subis</i>	Blue		
birds	Rough-legged Hawk	<i>Buteo lagopus</i>	Blue		
birds	Western Screech-Owl, <i>kennicottii</i> subspecies	<i>Megascops kennicottii</i>	Blue	1	Threatened
mammals	Little Brown Myotis	<i>Myotis lucifugus</i>	Blue	1	Endangered
mammals	Townsend's Big-eared Bat	<i>Corynorhinus townsendii</i>	Blue		

SARA = Species at Risk Act

Of the species in Table 1, northern red-legged frog and western toad (*Anaxyrus boreas*) have a moderate likelihood of occurring on the site based on the likelihood of suitable breeding habitat in the area (e.g., road ditches, vernal pools, lentic streams, etc.); however, the habitat is of low value. Wandering salamander (*Aneides vagrans*) are considered of low likelihood based on a lack of requisite habitat features (wet mature forest understory). Potential impacts to amphibians from the proposed project is expected to be negligible. Most of the birds in Appendix B: Table B1 are considered to have a low likelihood of occurrence in the region, are uncommon migrants or are unlikely to interact with the proposed project. However, the habitat may support Band-tailed Pigeon (*Patagionas fasciata*) and Great

Blue Heron (*Ardea Herodias*). Band-tailed Pigeon commonly use mature forest edges in the region. Great Blue Heron occasionally build solitary nests in mature trees. Habitat suitability for nesting Great Blue Heron is considered low. The habitat within the proposed development area may provide suitable summer roosting habitat for Little Brown Myotis (*Myotis lucifugus*), Yuma myotis (*Myotis yumanensis*) and Townsend's Big-eared Bat (*Corynorhinus townsendii*).

No nests, dens or other critical wildlife habitat features were detected within the development area; however, the area does support suitable nesting habitat for breeding birds. The regional nesting period is March 26 to August 7 according to Environment Canada (2024) for forested ecosystems in the region (within the A1 Nesting Zone). No large stick nests or cavities of Piliated Woodpecker (*Dryocopus pileatus*; now under specific protections within the Migratory Bird Regulations [2024]) were noted within the proposed development area and the area does not host habitat suitable for tree-nesting seabirds whose nests are also now protected year-round (Migratory Bird Regulation 2024).

Recommendations

Any vegetation clearing should be conducted outside of the breeding bird season (March 26 to August 7). If any clearing is required during this period, a pre-clearing nesting bird survey will be required to assess the risk of contravening the *Migratory Bird Convention Act* and the provincial *Wildlife Act*.

Any veteran trees should be retained, where feasible, in the design to provide greenery, shading, rain intercept and urban habitat for wildlife. Veteran trees that are taller than the canopy are generally more windfirm and are good candidates for retention. Western redcedar in particular are long-lived, windfirm trees that can provide a number of benefits in a residential setting. Good candidates for retention are shown on Figure 1.

An early draft of the road routing conflicted with a stand of approximately 4 veteran hemlock and western red cedar trees. Once identified, the proposed road route was adjusted to avoid these trees as shown on Figure 1.

An engineered stormwater management scheme will be required to manage runoff and avoid flooding and erosion. It is assumed that the development would be connected to the municipal water and sewer systems.

The preliminary layout avoids the steeper slopes and retains green space to the west of the project. Maintaining connected green corridors through urban and residential areas benefits regional wildlife.

Closure

We trust that the above meets your current requirements, if you have any questions, please contact the undersigned.

Regards,

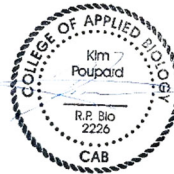
Redd Fish Restoration

Prepared by:



Chris Dolphin, B.Sc

Reviewed by:



Kim Poupard, R.P. Bio

Attachments: Figure 1
Site Photographs
BC Ecosystems Explorer Query Results

References:

Environment Canada. 2021. General Nesting Periods of Migratory Birds. Available online: <https://www.canada.ca/en/environment-climate-change/services/avoiding-harm-migratory-birds/general-nesting-periods/nesting-periods.html> (accessed October 28, 2024).

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Acts and Regulations

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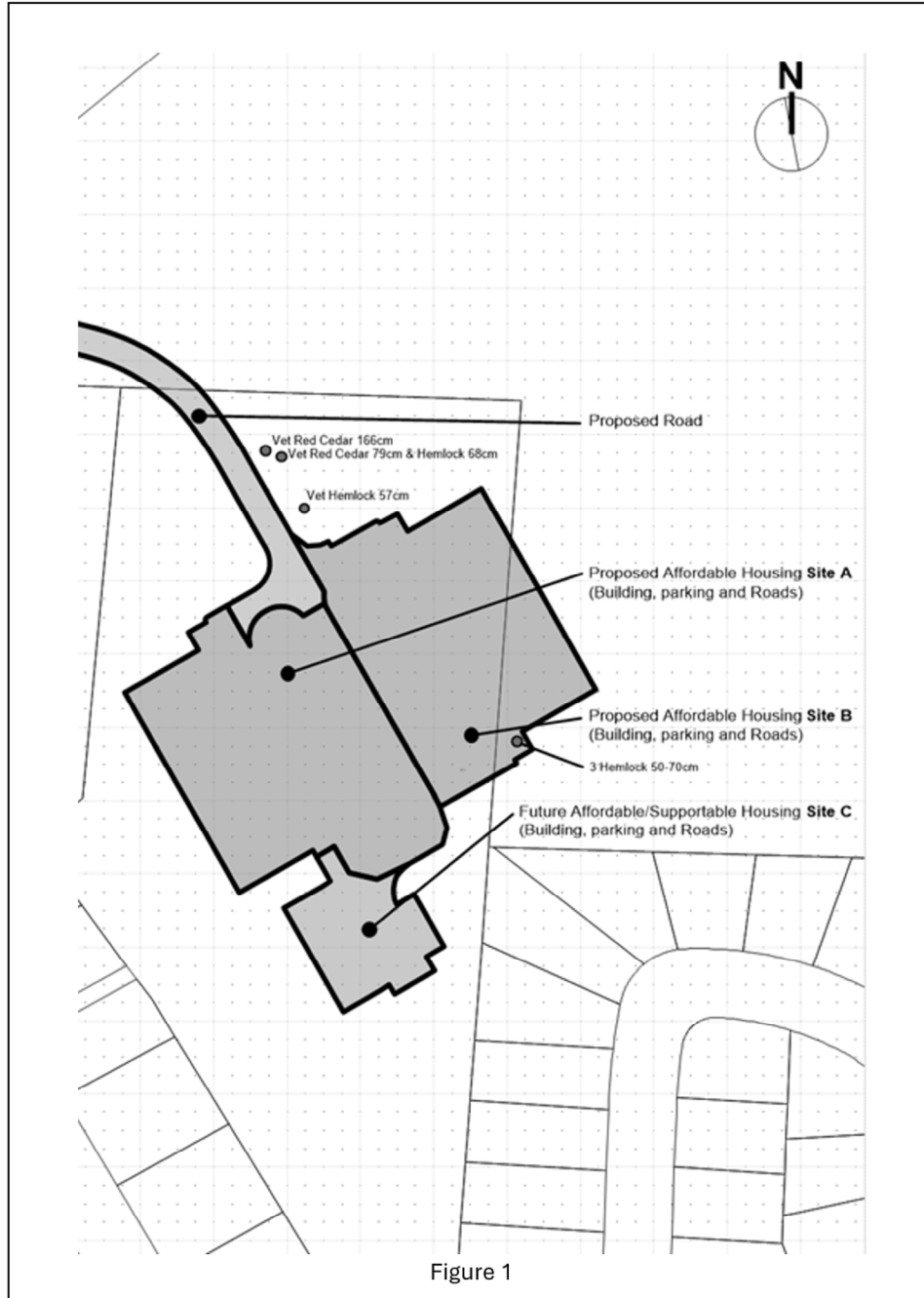


Figure 1



Photo 1. Showing habitat conditions within the proposed development area on the southeast side of the site.



Photo 2. Showing trampled forest floor conditions present through much of the proposed development area.



Photo 3. Showing clearing and thinning on the subject lot that occurred for the development of the frisbee golf course.

APPENDIX B:

BC ECOSYSTEMS EXPLORER SEARCH RESULTS

Table B1. BC Ecosystems Explorer Query Results and Likelihood of Occurrence Assessment.

Group	English Name	Scientific Name	BC List	SARA* Schedule	SARA Status	MBCA*	Likelihood of Occurrence (Yes / No)	Rational (If No) ¹
amphibians	Coastal Tailed Frog	<i>Ascaphus truei</i>	Yellow	1	Special Concern		No	1
amphibians	Northern Red-legged Frog	<i>Rana aurora</i>	Blue	1	Special Concern		Yes	
amphibians	Wandering Salamander	<i>Aneides vagrans</i>	Blue	1	Special Concern		Yes	
amphibians	Western Toad	<i>Anaxyrus boreas</i>	Yellow	1	Special Concern		Yes	
birds	American Avocet	<i>Recurvirostra americana</i>	Blue			Y	No	2
birds	American Bittern	<i>Botaurus lentiginosus</i>	Blue			Y	No	2
birds	American Golden-Plover	<i>Pluvialis dominica</i>	Blue			Y	No	2
birds	American White Pelican	<i>Pelecanus erythrorhynchos</i>	Red				No	2
birds	Ancient Murrelet	<i>Synthliboramphus antiquus</i>	Blue	1	Special Concern	Y	No	2
birds	Band-tailed Pigeon	<i>Patagioenas fasciata</i>	Blue	1	Special Concern	Y	Yes	
birds	Barn Owl	<i>Tyto alba</i>	Blue	1	Threatened		No	1, 2
birds	Barn Swallow	<i>Hirundo rustica</i>	Yellow	1	Threatened	Y	Yes	
birds	Bay-breasted Warbler	<i>Setophaga castanea</i>	Red			Y	No	1, 2
birds	Black Scoter	<i>Melanitta americana</i>	Blue			Y	No	2
birds	Black Swift	<i>Cypseloides niger</i>	Blue	1	Endangered	Y	Yes	
birds	Black-crowned Night-heron	<i>Nycticorax nycticorax</i>	Red			Y	No	1, 2
birds	Black-throated Green Warbler	<i>Setophaga virens</i>	Blue			Y	Yes	
birds	Bobolink	<i>Dolichonyx oryzivorus</i>	Red	1	Threatened	Y	No	1, 2
birds	Brandt's Cormorant	<i>Urile penicillatus</i>	Red				No	2
birds	Brant	<i>Branta bernicla</i>	Blue			Y	No	2
birds	California Gull	<i>Larus californicus</i>	Red			Y	No	2
birds	Canada Goose, <i>occidentalis</i> subspecies	<i>Branta canadensis occidentalis</i>	Red				No	2
birds	Canada Warbler	<i>Cardellina canadensis</i>	Blue	1	Threatened	Y	No	1

birds	Caspian Tern	<i>Hydroprogne caspia</i>	Blue			Y	No	2
birds	Cassin's Auklet	<i>Ptychoramphus aleuticus</i>	Red	1	Special Concern	Y	No	2
birds	Common Murre	<i>Uria aalge</i>	Red			Y	No	2
birds	Common Nighthawk	<i>Chordeiles minor</i>	Blue	1	Threatened	Y	No	2
birds	Connecticut Warbler	<i>Oporornis agilis</i>	Blue			Y	No	1, 2
birds	Double-crested Cormorant	<i>Nannopterum auritum</i>	Blue				No	2
birds	Evening Grosbeak	<i>Coccothraustes vespertinus</i>	Yellow	1	Special Concern	Y	Yes	
birds	Forster's Tern	<i>Sterna forsteri</i>	Red			Y	No	2
birds	Great Blue Heron, <i>fannini</i> subspecies	<i>Ardea herodias fannini</i>	Blue	1	Special Concern		Yes	
birds	Green Heron	<i>Butorides virescens</i>	Blue			Y	No	2
birds	Gyr Falcon	<i>Falco rusticolus</i>	Blue				No	1, 2
birds	Horned Lark, <i>strigata</i> subspecies	<i>Eremophila alpestris strigata</i>	Red	1	Endangered		No	2
birds	Horned Puffin	<i>Fratercula corniculata</i>	Red			Y	No	2
birds	Hudsonian Godwit	<i>Limosa haemastica</i>	Red			Y	No	2
birds	Lark Sparrow	<i>Chondestes grammacus</i>	Blue			Y	No	1
birds	Lewis's Woodpecker	<i>Melanerpes lewis</i>	Blue	1	Threatened	Y	No	1, 2
birds	Long-billed Curlew	<i>Numenius americanus</i>	Yellow	1	Special Concern	Y	No	2
birds	Marbled Murrelet	<i>Brachyramphus marmoratus</i>	Blue	1	Threatened	Y	No	2
birds	Northern Fulmar	<i>Fulmarus glacialis</i>	Red			Y	No	2
birds	Northern Goshawk, <i>laingi</i> subspecies	<i>Accipiter gentilis laingi</i>	Red	1	Threatened		No	2
birds	Northern Pygmy-owl, <i>swarthi</i> subspecies	<i>Glaucidium gnoma swarthi</i>	Blue				No	2
birds	Olive-sided Flycatcher	<i>Contopus cooperi</i>	Yellow	1	Threatened	Y	Yes	
birds	Peregrine Falcon	<i>Falco peregrinus</i>	No Status	1	Special Concern		No	2
birds	Peregrine Falcon, <i>anatum</i> subspecies	<i>Falco peregrinus anatum</i>	Red	1	Special Concern		No	2

birds	Peregrine Falcon, <i>pealei</i> subspecies	<i>Falco peregrinus pealei</i>	Blue	1	Special Concern		No	2
birds	Pine Grosbeak, <i>carlotta</i> subspecies	<i>Pinicola enucleator carlotta</i>	Blue				Yes	
birds	Prairie Falcon	<i>Falco mexicanus</i>	Red				No	2
birds	Purple Martin	<i>Progne subis</i>	Blue			Y	Yes	
birds	Red Knot	<i>Calidris canutus</i>	Blue	1	Threatened / Endangered	Y	No	2
birds	Red-necked Phalarope	<i>Phalaropus lobatus</i>	Blue	1	Special Concern	Y	No	2
birds	Rough-legged Hawk	<i>Buteo lagopus</i>	Blue				Yes	
birds	Rusty Blackbird	<i>Euphagus carolinus</i>	Blue	1	Special Concern		No	2
birds	Sage Thrasher	<i>Oreoscoptes montanus</i>	Red	1	Endangered	Y	No	2
birds	Short-billed Dowitcher	<i>Limnodromus griseus</i>	Blue			Y	No	2
birds	Short-eared Owl	<i>Asio flammeus</i>	Blue	1	Special Concern		No	1, 2
birds	Smith's Longspur	<i>Calcarius pictus</i>	Blue			Y	No	2
birds	Surf Scoter	<i>Melanitta perspicillata</i>	Blue			Y	No	2
birds	Thick-billed Murre	<i>Uria lomvia</i>	Red			Y	No	2
birds	Tufted Puffin	<i>Fratercula cirrhata</i>	Blue			Y	No	2
birds	Upland Sandpiper	<i>Bartramia longicauda</i>	Red			Y	No	2
birds	Wandering Tattler	<i>Tringa incana</i>	Blue			Y	No	2
birds	Western Grebe	<i>Aechmophorus occidentalis</i>	Red	1	Special Concern	Y	No	2
birds	Western Screech-Owl	<i>Megascops kennicottii</i>	No Status	1	Threatened		Yes	
birds	Western Screech-Owl, <i>kennicottii</i> subspecies	<i>Megascops kennicottii kennicottii</i>	Blue	1	Threatened		Yes	
birds	White-tailed Ptarmigan, <i>saxatilis</i> subspecies	<i>Lagopus leucura saxatilis</i>	Blue				No	2
birds	Yellow-billed Cuckoo	<i>Coccyzus americanus</i>	Red			Y	No	2
birds	Yellow-breasted Chat	<i>Icteria virens</i>	Red	1	Endangered	Y	No	2
bivalves	Long Fingernailclam	<i>Musculium transversum</i>	Blue				N/A	
bivalves	Olympia Oyster	<i>Ostrea lurida</i>	Blue	1	Special Concern		N/A	
bivalves	Striated Fingernailclam	<i>Sphaerium striatinum</i>	Blue				N/A	

bivalves	Swamp Fingernailclam	<i>Musculium partumeium</i>	Blue				N/A	
gastropods	Blue-grey Taildropper	<i>Prophysaon coeruleum</i>	Blue	1	Threatened		N/A	
gastropods	Broadwhorl Tightcoil	<i>Pristiloma johnsoni</i>	Blue				N/A	
gastropods	Dromedary Jumping-slug	<i>Hemphillia dromedarius</i>	Red	1	Threatened		N/A	
gastropods	Evening Fieldslug	<i>Deroceras hesperium</i>	Red				N/A	
gastropods	Haida Gwaii Slug	<i>Staala gwaii</i>	Red	1	Special Concern		N/A	
gastropods	Meadow Rams-horn	<i>Planorbula campestris</i>	Blue				N/A	
gastropods	Northern Abalone	<i>Haliotis kamtschatkana</i>	Red	1	Endangered		N/A	
gastropods	Oregon Forestsnail	<i>Allogona townsendiana</i>	Red	1	Endangered		N/A	
gastropods	Prairie Fossaria	<i>Galba bulimoides</i>	Blue				N/A	
gastropods	Puget Oregonian	<i>Cryptomastix devia</i>	Red	1	Extinct		N/A	
gastropods	Rocky Mountain Physa	<i>Physella propinqua</i>	Blue				N/A	
gastropods	Sunset Physa	<i>Physella virginea</i>	Blue				N/A	
gastropods	Threaded Vertigo	<i>Nearctula sp. 1</i>	Blue	1	Special Concern		N/A	
gastropods	Warty Jumping-slug	<i>Hemphillia glandulosa</i>	Red	1	Special Concern		N/A	
gastropods	Western Thorn	<i>Carychium occidentale</i>	Blue				N/A	
gastropods	Wrinkled Marshsnail	<i>Stagnicola caperata</i>	Blue				N/A	
insects	Alkali Bluet	<i>Enallagma clausum</i>	Blue				N/A	
insects	Audouin's Night-stalking Tiger Beetle	<i>Omus audouini</i>	Red	1	Threatened		N/A	
insects	Autumn Meadowhawk	<i>Sympetrum vicinum</i>	Blue				N/A	
insects	Black Petaltail	<i>Tanypteryx hageni</i>	Blue				N/A	
insects	Blue Dasher	<i>Pachydiplax longipennis</i>	Blue				N/A	
insects	Boisduval's Blue, <i>blackmorei</i> subspecies	<i>Icaricia icarioides blackmorei</i>	Blue				N/A	
insects	Clodius Parnassian, <i>claudianus</i> subspecies	<i>Parnassius clodius claudianus</i>	Blue				N/A	
insects	Common Ringlet, <i>insulana</i> subspecies	<i>Coenonympha californica insulana</i>	Red				N/A	
insects	Common Wood-nymph, <i>incana</i> subspecies	<i>Cercyonis pegala incana</i>	Red				N/A	
insects	Dun Skipper	<i>Euphyes vestris</i>	Blue	1	Threatened		N/A	

insects	Edith's Checkerspot, <i>taylori</i> subspecies	<i>Euphydryas editha taylori</i>	Red	1	Endangered		N/A	
insects	Edwards' Beach Moth	<i>Anarta edwardsii</i>	Red	1	Endangered		N/A	
insects	Greenish Blue, <i>insulanus</i> subspecies	<i>Icaricia saepiolus insulanus</i>	Red	1	Endangered		N/A	
insects	Johnson's Hairstreak	<i>Callophrys johnsoni</i>	Red				N/A	
insects	Large Marble, <i>insulanus</i> subspecies	<i>Euchloe ausonides insulanus</i>	Red	1	Extinct		N/A	
insects	Monarch	<i>Danaus plexippus</i>	Red	1	Special Concern		N/A	
insects	Moss' Elfin, <i>mossii</i> subspecies	<i>Callophrys mossii mossii</i>	Red				N/A	
insects	Propertius Duskywing	<i>Erynnis propertius</i>	Red				N/A	
insects	Rocky Mountain Parnassian, <i>olympiannus</i> subspecies	<i>Parnassius smintheus olympiannus</i>	Blue				N/A	
insects	Sand-verbena Moth	<i>Copablepharon fuscum</i>	Red	1	Endangered		N/A	
insects	Silver-spotted Skipper	<i>Epargyreus clarus</i>	Blue				N/A	
insects	Silver-spotted Skipper, <i>californicus</i> subspecies	<i>Epargyreus clarus californicus</i>	Red				N/A	
insects	Sinuuous Snaketail	<i>Ophiogomphus occidentis</i>	Blue				N/A	
insects	Western Branded Skipper, <i>oregonia</i> subspecies	<i>Hesperia colorado oregonia</i>	Red				N/A	
insects	Western Pine Elfin, <i>sheltonensis</i> subspecies	<i>Callophrys eryphon sheltonensis</i>	Blue				N/A	
insects	Western Pondhawk	<i>Erythemis collocata</i>	Blue				N/A	
insects	Zerene Fritillary, <i>bremnerii</i> subspecies	<i>Speyeria zerene bremnerii</i>	Red				N/A	
Lampreys	Cowichan Lake Lamprey	<i>Entosphenus macrostomus</i>	Red	1	Threatened		N/A	
Lampreys	Western Brook Lamprey (Morrison Creek Population)	<i>Lampetra richardsoni</i> pop. 1	Red	1	Endangered		N/A	

malacostracans	Quatsino Cave Amphipod	<i>Stygobromus quatsinensis</i>	Blue				N/A	
mammals	Caribou (Northern Mountain Population)	<i>Rangifer tarandus</i> pop. 15	Blue	1	Special Concern		No	1,2
mammals	Ermine, <i>anguinae</i> subspecies	<i>Mustela richardsonii anguinae</i>	Blue					
mammals	Fisher	<i>Pekania pennanti</i>	No Status					
mammals	Grey Whale	<i>Eschrichtius robustus</i>	Blue	1	Special Concern		No	2
mammals	Grizzly Bear	<i>Ursus arctos</i>	Blue	1	Special Concern		No	2
mammals	Hoary Bat	<i>Lasiurus cinereus</i>	Blue					
mammals	Little Brown Myotis	<i>Myotis lucifugus</i>	Blue	1	Endangered		Yes	
mammals	Mountain Goat	<i>Oreamnos americanus</i>	Blue				No	1, 2
mammals	Roosevelt Elk	<i>Cervus elaphus roosevelti</i>	Blue				No	2
mammals	Steller Sea Lion	<i>Eumetopias jubatus</i>	Blue	1	Special Concern		No	2
mammals	Townsend's Big-eared Bat	<i>Corynorhinus townsendii</i>	Blue				Yes	
mammals	Townsend's Vole, <i>cowani</i> subspecies	<i>Microtus townsendii cowani</i>	Red					
mammals	Vancouver Island Marmot	<i>Marmota vancouverensis</i>	Red	1	Endangered		No	1, 2
mammals	Western Water Shrew, <i>brooksi</i> subspecies	<i>Sorex navigator brooksi</i>	Blue					
mammals	Wolverine	<i>Gulo gulo</i>	No Status	1	Special Concern		No	1
mammals	Wolverine, <i>luscus</i> subspecies	<i>Gulo gulo luscus</i>	Blue	1	Special Concern		No	1
mammals	Wolverine, <i>vancouverensis</i> subspecies	<i>Gulo gulo vancouverensis</i>	Red	1	Special Concern			
mammals	Yuma Myotis	<i>Myotis yumanensis</i>	Blue				Yes	
oligochaetes	an earthworm	<i>Arctiostrotus perrieri</i>	Blue				N/A	
ray-finned fishes	Bull Trout	<i>Salvelinus confluentus</i>	Blue				No	2

ray-finned fishes	Cutthroat Trout, <i>clarkii</i> subspecies	<i>Oncorhynchus clarkii clarkii</i>	Blue				No	2
ray-finned fishes	Eulachon	<i>Thaleichthys pacificus</i>	Blue				No	2
ray-finned fishes	Inconnu	<i>Stenodus leucichthys</i>	Blue				No	2
ray-finned fishes	Misty Lake "Lake" Stickleback	<i>Gasterosteus sp. 18</i>	Red	1	Endangered		No	2
ray-finned fishes	Misty Lake "Stream" Stickleback	<i>Gasterosteus sp. 19</i>	Red	1	Endangered		No	2
reptiles	Common Sharp-tailed Snake	<i>Contia tenuis</i>	Red	1	Endangered		No	2
reptiles	Gophersnake	<i>Pituophis catenifer</i>	No Status	1	Extinct / Threatened		No	1, 2
reptiles	Gophersnake, <i>catenifer</i> subspecies	<i>Pituophis catenifer catenifer</i>	Red	1	Extinct		No	1, 2
turtles	Leatherback Sea Turtle	<i>Dermochelys coriacea</i>	Red	1	Endangered		No	2
turtles	Northern Painted Turtle	<i>Chrysemys picta</i>	No Status	1	Endangered / Special Concern		No	2
turtles	Northern Painted Turtle - Pacific Coast Population	<i>Chrysemys picta</i> pop. 1	Red	1	Endangered		No	2

* SARA = *Species at Risk Act*; MBCA = *Migratory Bird Convention Act*

Notes 1:

1. Outside of known range for the species or species is not known in the area
2. No suitable habitat in the study area

Table B2. BC Ecosystems Explorer Query Results for Vegetation.

Name Category	English Name	Scientific Name	BC List	SARA Schedule	SARA Status	Habitats (Type / Subtype / Dependence)
Bryophyte	rigid apple moss	<i>Bartramia aprica</i>	Red	1	Endangered	Rock/Sparsely Vegetated Rock / Garry Oak Coastal Bluffs / Facultative - frequent use
Bryophyte	Roell's brotherella	<i>Brotherella roellii</i>	Red	1	Endangered	
Bryophyte	banded cord-moss	<i>Entosthodon fascicularis</i>	Blue	1	Special Concern	Grassland/Shrub / Garry Oak Maritime Meadow / Facultative - frequent use
Bryophyte	acuteleaf small limestone moss	<i>Seligeria acutifolia</i>	Red	1	Endangered	
Vascular Plant	yellow sand-verbena	<i>Abronia latifolia</i>	Blue			Other Unique Habitats / Beach / Obligate ; Other Unique Habitats / Sand Dune / Facultative - frequent use
Vascular Plant	pink sand-verbena	<i>Abronia umbellata</i> var. <i>breviflora</i>	Red	1	Endangered	Other Unique Habitats / Beach / Facultative - frequent use ; Other Unique Habitats / Sand Dune / Facultative - frequent use
Vascular Plant	dwarf maiden-hair fern	<i>Adiantum aleuticum</i> var. <i>subpumilum</i>	Blue			Other Unique Habitats / Beach / Facultative - frequent use ; Rock/Sparsely Vegetated Rock / Cliff / Facultative - frequent use
Vascular Plant	mountain hemlock dwarf mistletoe	<i>Arceuthobium tsugense</i> ssp. <i>mertensianae</i>	Blue			Forest / Conifer Forest - Mesic (average) / Unknown
Vascular Plant	three-forked mugwort	<i>Artemisia furcata</i>	Blue			Alpine/Tundra / Alpine/Subalpine Meadow / Unknown ; Alpine/Tundra / Krummholtz / Unknown ; Alpine/Tundra / Tundra / Unknown ; Rock/Sparsely Vegetated Rock / Cliff / Unknown ; Rock/Sparsely Vegetated Rock / Talus / Unknown

Vascular Plant	corrupt spleenwort	<i>Asplenium adulterinum</i>	Blue			Rock/Sparsely Vegetated Rock / Cliff / Facultative - frequent use ; Rock/Sparsely Vegetated Rock / Rock/Sparsely Vegetated Rock / Facultative - frequent use
Vascular Plant	river bulrush	<i>Bolboschoenus fluviatilis</i>	Blue			Other Unique Habitats / Estuary / Facultative - frequent use ; Riparian / Riparian Shrub / Facultative - frequent use ; Wetland / Marsh / Obligate
Vascular Plant	two-edged water-starwort	<i>Callitriche heterophylla</i> var. <i>heterophylla</i>	Unknown			Lakes / Pond/Open Water / Facultative - occasional use
Vascular Plant	beach bindweed	<i>Calystegia soldanella</i>	Blue			Other Unique Habitats / Sand Dune / Obligate
Vascular Plant	angled bittercress	<i>Cardamine angulata</i>	Blue			Forest / Conifer Forest - Moist/wet / Facultative - frequent use ; Forest / Old Forest / Facultative - occasional use ; Riparian / Riparian Forest / Facultative - frequent use ; Stream/River / Stream/River / Facultative - frequent use
Vascular Plant	estuarine paintbrush	<i>Castilleja ambigua</i> var. <i>ambigua</i>	Blue			Grassland/Shrub / Garry Oak Maritime Meadow / Facultative - frequent use ; Other Unique Habitats / Estuary / Facultative - frequent use ; Other Unique Habitats / Vernal Pools/Seasonal Seeps / Facultative - frequent use
Vascular Plant	Fischer's chickweed	<i>Cerastium fischerianum</i>	Blue			Grassland/Shrub / Meadow / Facultative - occasional use ; Lakes / Lake / Facultative - frequent use ; Riparian / Riparian Herbaceous / Facultative - occasional use ; Stream/River / Stream/River / Facultative - frequent use
Vascular Plant	tooth-leaved monkey-flower	<i>Erythranthe dentata</i>	Blue			Riparian / Riparian Forest / Unknown ; Stream/River / Stream/River / Unknown

Vascular Plant	white glacier lily	<i>Erythronium montanum</i>	Blue			Alpine/Tundra / Alpine/Subalpine Meadow / Unknown ; Other Unique Habitats / Avalanche Track / Unknown
Vascular Plant	dwarf red fescue	<i>Festuca rubra ssp. mediana</i>	Yellow			
Vascular Plant	Haida Gwaii avens	<i>Geum schofieldii</i>	Blue			Rock/Sparsely Vegetated Rock / Cliff / Facultative - frequent use ; Rock/Sparsely Vegetated Rock / Rock/Sparsely Vegetated Rock / Facultative - frequent use ; Rock/Sparsely Vegetated Rock / Talus / Facultative - frequent use
Vascular Plant	American glehnia	<i>Glehnia littoralis ssp. leiocarpa</i>	Blue			Other Unique Habitats / Beach / Obligate ; Other Unique Habitats / Sand Dune / Obligate
Vascular Plant	hairy goldfields	<i>Lasthenia maritima</i>	Blue			Ocean / Marine Island / Unknown ; Rock/Sparsely Vegetated Rock / Cliff / Unknown ; Rock/Sparsely Vegetated Rock / Rock/Sparsely Vegetated Rock / Unknown
Vascular Plant	silky beach pea	<i>Lathyrus littoralis</i>	Red			Other Unique Habitats / Beach / Facultative - frequent use ; Other Unique Habitats / Sand Dune / Facultative - frequent use
Vascular Plant	California wax-myrtle	<i>Morella californica</i>	Blue			Grassland/Shrub / Shrub - Natural / Unknown
Vascular Plant	redwood sorrel	<i>Oxalis oregana</i>	Blue			Forest / Conifer Forest - Moist/wet / Facultative - frequent use ; Forest / Old Forest / Facultative - occasional use
Vascular Plant	whitebark pine	<i>Pinus albicaulis</i>	Blue	1	Endangered	Forest / Conifer Forest - Dry / Facultative - frequent use ; Forest / Conifer Forest - Mesic (average) / Facultative - frequent use ; Rock/Sparsely Vegetated Rock / Cliff / Facultative - frequent use ; Rock/Sparsely Vegetated Rock / Rock/Sparsely Vegetated Rock / Facultative - frequent use ;

						Rock/Sparsely Vegetated Rock / Talus / Facultative - frequent use
Vascular Plant	black knotweed	<i>Polygonum paronychia</i>	Blue			Other Unique Habitats / Beach / Facultative - frequent use ; Other Unique Habitats / Sand Dune / Facultative - frequent use
Vascular Plant	Alaska holly fern	<i>Polystichum setigerum</i>	Blue			Forest / Conifer Forest - Moist/wet / Facultative - frequent use ; Riparian / Riparian Forest / Facultative - occasional use ; Riparian / Riparian Shrub / Facultative - occasional use ; Rock/Sparsely Vegetated Rock / Rock/Sparsely Vegetated Rock / Facultative - occasional use ; Stream/River / Stream/River / Facultative - occasional use
Vascular Plant	wedge-leaf primrose	<i>Primula cuneifolia</i> ssp. <i>saxifragifolia</i>	Blue			Grassland/Shrub / Meadow / Facultative - frequent use ; Rock/Sparsely Vegetated Rock / Rock/Sparsely Vegetated Rock / Facultative - occasional use
Vascular Plant	Smith's fairybells	<i>Prosartes smithii</i>	Blue			Forest / Conifer Forest - Moist/wet / Unknown ; Forest / Deciduous/Broadleaf Forest / Unknown ; Forest / Mixed Forest (deciduous/coniferous mix) / Unknown ; Riparian / Riparian Forest / Unknown
Vascular Plant	leafless wintergreen	<i>Pyrola aphylla</i>	Blue			Forest / Conifer Forest - Mesic (average) / Facultative - frequent use
Vascular Plant	Hibberson's trillium	<i>Trillium hibbersonii</i>	Blue			Rock/Sparsely Vegetated Rock / Cliff / Facultative - occasional use

Table B3. BC Ecosystems Explorer Query Results for Ecosystems.

English Name	Scientific Name	Ecosystem Group	BC List
red alder / salmonberry / common horsetail	<i>Alnus rubra</i> / <i>Rubus spectabilis</i> / <i>Equisetum arvense</i>	Terrestrial Realm - Flood Group (F): Low Bench Flood Class (Fl)	Blue
Lyngbye's sedge herbaceous vegetation	<i>Carex lyngbyei</i> Herbaceous Vegetation	Estuarine Realm: Estuarine Marsh Class (Em)	Red
large-headed sedge Herbaceous Vegetation	<i>Carex macrocephala</i> Herbaceous Vegetation	Terrestrial Realm - Beach Group (B): Beachland Class (Bb)	Red
tufted hairgrass - meadow barley	<i>Deschampsia cespitosa</i> ssp. <i>beringensis</i> - <i>Hordeum brachyantherum</i>	Estuarine Realm: Estuarine Meadow Class (Ed)	Red
common spike-rush Herbaceous Vegetation	<i>Eleocharis palustris</i> Herbaceous Vegetation	Wetland Realm - Mineral Wetland Group: Marsh Wetland Class (Wm); Estuarine Realm: Estuarine Marsh Class (Em)	Blue
dune wildrye - beach pea	<i>Leymus mollis</i> ssp. <i>mollis</i> - <i>Lathyrus japonicus</i>	Terrestrial Realm - Beach Group (B): Beachland Class (Bb)	Red
Sitka spruce / Pacific reedgrass	<i>Picea sitchensis</i> / <i>Calamagrostis nutkaensis</i>	Terrestrial Realm - Forest: Coniferous - dry	Blue
Sitka spruce / slough sedge	<i>Picea sitchensis</i> / <i>Carex obnupta</i>	Terrestrial Realm - Forest: Coniferous - moist/wet	Blue
Sitka spruce / salal	<i>Picea sitchensis</i> / <i>Gaultheria shallon</i>	Terrestrial Realm - Forest: Coniferous - dry	Blue
Sitka spruce / Oregon beaked-moss	<i>Picea sitchensis</i> / <i>Kindbergia oregana</i>	Terrestrial Realm - Forest: Coniferous - dry	Blue
Sitka spruce / false lily-of-the-valley Very Wet Hypermaritime 1	<i>Picea sitchensis</i> / <i>Maianthemum dilatatum</i> Very Wet Hypermaritime 1	Terrestrial Realm - Flood Group (F): Highbench Flood	Red
Sitka spruce / Pacific crab apple	<i>Picea sitchensis</i> / <i>Malus fusca</i>	Terrestrial Realm - Forest: Coniferous - moist/wet	Blue

Sitka spruce / sword fern	<i>Picea sitchensis</i> / <i>Polystichum munitum</i>	Terrestrial Realm - Forest: Coniferous - moist/wet	Blue
Sitka spruce / tall trisetum	<i>Picea sitchensis</i> / <i>Trisetum canescens</i>	Terrestrial Realm - Flood Group (F): Middle Bench Flood Class (Fm); Terrestrial Realm - Forest: Coniferous - moist/wet	Red
dune bluegrass Herbaceous Vegetation	<i>Poa macrantha</i> Herbaceous Vegetation	Terrestrial Realm - Beach Group (B): Beachland Class (Bb)	Red
beaked ditch-grass Herbaceous Vegetation	<i>Ruppia maritima</i> Herbaceous Vegetation	Estuarine Realm: Estuarine Marsh Class (Em)	Red
Sitka willow - Pacific willow / skunk cabbage	<i>Salix sitchensis</i> - <i>Salix lasiandra</i> var. <i>lasiandra</i> / <i>Lysichiton americanus</i>	Wetland Realm - Mineral Wetland Group: Swamp Wetland Class (Ws)	Blue
American glasswort - sea-milkwort	<i>Sarcocornia pacifica</i> - <i>Lysimachia maritima</i>	Estuarine Realm: Estuarine Marsh Class (Em)	Red
western redcedar - Sitka spruce / skunk cabbage	<i>Thuja plicata</i> - <i>Picea sitchensis</i> / <i>Lysichiton americanus</i>	Terrestrial Realm - Forest: Coniferous - moist/wet; Wetland Realm - Mineral Wetland Group: Swamp Wetland Class (Ws)	Blue
western redcedar - Sitka spruce / devil's club Very Wet Hypermaritime 1	<i>Thuja plicata</i> - <i>Picea sitchensis</i> / <i>Oplopanax horridus</i> Very Wet Hypermaritime 1	Terrestrial Realm - Forest: Coniferous - moist/wet	Blue
western redcedar - Sitka spruce / sword fern	<i>Thuja plicata</i> - <i>Picea sitchensis</i> / <i>Polystichum munitum</i>	Terrestrial Realm - Forest: Coniferous - dry; Terrestrial Realm - Forest: Coniferous - mesic	Blue
western hemlock - Sitka spruce / lanky moss	<i>Tsuga heterophylla</i> - <i>Picea sitchensis</i> / <i>Rhytidiadelphus loreus</i>	Terrestrial Realm - Forest: Coniferous - mesic	Blue

Preliminary Field Reconnaissance of proposed frisbee golf course for the District of Ucluelet, Ucluelet, BC.



Prepared for:	District of Ucluelet
Author:	Carey Cunneyworth (UFN)
First Nation Traditional Territory:	Ucluelet First Nation
Survey Date:	November 10, 2022
Field Director:	Carey Cunneyworth
Survey Crew:	Tyson Touchie Jr (UFN) Jay Millar (UFN)
Attachments:	Figures 1, Photos 1-2
Archaeological:	No
Borden #:	N/A
Site Registration:	N/A
Cover Photo:	Tyson Touchie Jr and Jay Millar next to modern attempts at tapered bark strips. Looking W, C.Cunneyworth, img_6686.jpg



1.0 INTRODUCTION

1.1 Objectives

The objectives of this Preliminary Field Reconnaissance (PFR) survey and report are to:

- (a) Identify the above-ground or naturally exposed archaeological, cultural and heritage resources;
- (b) Record and determine the extent of possible impacts to existing culturally modified trees (CMTs) and other visible archaeological remains by the proposed development;
- (c) Identify and evaluate areas of archaeological potential within the development that may require subsurface testing or monitoring;
- (d) Make recommendations regarding any further archaeological work that may be required, and ways in which possible developmental impacts to the existing archaeological, cultural or heritage resources can be reduced or alleviated.

1.2 Survey and Report Summary

No previously unregistered archaeological sites were encountered during this survey. Seven (7) contemporary tapered bark stripped western red cedars were encountered during this survey. None of the seven (7) features pre-date 1846 and are not believed to be of Yuułu?il?atł (Ucluelet First Nation) origin, therefore are neither archaeological nor of traditional use. As the proposed frisbee golf construction has been explained to UFN as having a very low impact to the natural

environment and that no standing trees or stumps will be cut, UFN does not have concerns with the proposed frisbee golf course at this time and construction can proceed as planned. No further archaeological work is recommended in relation to this proposed development.

2.0 Background

2.1 General

On September 22nd, 2022, the District of Ucluelet consulted the Ucluelet First Nation (UFN) concerning a proposed frisbee golf course measuring approximately 110 meters in length and 120 meters in width, and located on a larger District of Ucluelet property south of the high school running track. Construction of this proposed frisbee golf course would not include any anticipated timber falling or direct subsurface impacts. Due to the close proximity of this development to registered archaeological sites and considering its likelihood to contain stands of old growth forest, UFN considers the area to be of high archaeological potential and requested that a PFR be conducted.

2.3 Archaeological and Ethnographic Research

The location of this proposed trail section falls entirely within the known traditional territory of the Yuułuʔiłʔatḥ (Ucluelet First Nation) who are a post-contact consolidation of at least seven (7) previously independent primary groups that each consisted of multiple sub-groups and families (Inglis and Haggarty, 1986)

The modern Yuułuʔiłʔatḥ are made up of the following primary groups:

- Yuułuʔiłʔatḥ
- Huʔuʔʔatḥ
- K̓inaxuumasʔatḥ
- Hitacuʔatḥ
- K̓ʷaayimtaʔatḥ
- Hinap̓iiʔisʔatḥ
- W̓aayiʔatḥ

Prior to conducting fieldwork, archaeological site potential was addressed by reviewing the literature and speaking with the UFN community for known archaeological and ethnographic sites in close proximity to and within the study area.

One (1) ethnographic site and/or named place is located nearby this proposed frisbee golf course.

λawačaqtu is the Yuułuʔiłʔatḥ place now known as Little Beach. λawačaqtu was a seasonal village site and translates to “short walk over” that references the narrow passageway between the inner waters of Spring Cove and the outer coast. (Kammler 2016)

Two (2) registered archaeological sites are located within the close proximity (<150m) of the proposed survey area.

Dfsj-84 is located within 100m of this survey area and is a registered archaeological CMT site consisting of nine (9) aboriginally logged and bark stripped western red cedar CMTs.

Dfsj-85 is located within 150 m of this survey area and is a registered archaeological CMT site consisting of two (2) aboriginally logged western red cedar CMTs.

Four (4) additional registered archaeological are located nearby (< 500m) the proposed survey area.

Dfsj-68 is located within 300m of this survey area and consists of a waterfront shell midden site.

Dfsj-74 is located within 400m of this survey area and consists of three (3) CMT features.

Dfsj-75 is located within 300m of this survey area and consists of a single CMT.

Dfsj-100 is located within 500m of this survey area and consists of a shell midden, burial site, and village site. This site is known as ławačaqtu at little beach.

3.0 ASSESSMENT METHODS

The field team examined pertinent archaeological site maps and ethnographic maps, as well as aerial photographs and legal boundary maps prior to conducting the actual survey. This assisted in modelling the field reconnaissance and targeting the areas of highest potential within the survey areas.

This field survey consisted of an archaeologist and two field technicians traversing the defined survey area. This survey concentrated primarily along the proposed frisbee golf course, and secondarily on areas outside the proposed frisbee golf course but within the property parcel and pre-defined survey area. All standing and fallen timber, both directly within the proposed frisbee golf course and immediately outside, were inspected for cultural modification. All natural exposures were visually inspected for subsurface archaeological deposits. Subsurface testing was not permitted during this PFR survey.

4.0 SURVEY RESULTS

4.1 Field Survey

This survey area consisted of an irregular polygon shape measuring approximately 260 m by 150 m at its widest points and is situated on the north, east, and south flanks of a coastal hilltop. The survey area is located approximately 350 m inland from the closest coastline and is bordered by the high school track to the North, the private properties on Edwards Place to the East, private properties on Victoria Rd to the South, and by private properties on Short rd to the West.

The survey area generally consisted of a forested coastal hilltop with a 0-20 % hill slope between the lower elevation (15-20 m asl) and the upper elevation (35-40 m asl) of a coastal hill top. The lower area and south flank generally consists of dense salal and cynamoka in a mix of western red cedar, hemlock, and pine trees and some areas of poorly drained soils. This area contained some remaining stands of old growth and lacked good visibility due to the dense understory. The upper elevation and hilltop generally consists of duff ground with a low amount of dead fall and an extensive network of trail systems created naturally by human foot traffic. Large quantities of modern refuse was found throughout this area, as well as an imported public sitting bench further indicating the high traffic nature of this area. The forest type in this survey areas consists of mixed mature second growth hemlock and cedar stands with few individual remnant old-growth standing western red cedars over 150 cm in diameter. Evidence of historical logging including sawn stumps and logs and was visible through much of the survey area.

Seven (7) contemporary tapered bark stripped western red cedars were encountered during this survey and we located immediately adjacent the imported sitting bench. None of the seven (7) TUS features pre-date 1846 and are not believed to be of Yuułuʔiłʔatḥ (Ucluelet First Nation) origin, therefore are neither archaeological nor of traditional use.

Visibility was considered moderate - very good and survey coverage was achieved across 95% of the total area. Visually inspected natural exposures showed no evidence of buried archaeological deposits. A recommendation for sub surface testing was not considered necessary due to the non-invasive nature of the development

No other surface or subsurface archaeological findings were identified within the survey area during this PFR.

7.0 RECOMMENDATIONS

Based on the results of this assessment, no further archaeological work is required. However, the following recommendations are made should any unidentified archaeological feature or site be encountered after this survey.

1. That the *District of Ucluelet* inform all contractors who will be involved with building activities in the proposed development area that archaeological remains in the Province of British Columbia are protected from disturbance, intentional or inadvertent, by the Heritage Conservation Act (RSBC 1996, Chapter 87) and Section 51 of the Forest Practices Code Act (1995);
2. That the *District of Ucluelet* inform contractors that, in the event that previously unidentified archaeological remains (including culturally modified trees) are encountered during building activities, that all activities with potential impacts to the remains must be halted, and the Ucluelet First Nation must be contacted upon discovery, and be informed of the location, the type/s of archaeological remains encountered, and the nature of the disturbance.

8.0 REFERENCES

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1996 *British Columbia Archaeological Impact Assessment Guidelines*. Ministry of Small Business, Tourism and Culture, Archaeology Branch, Victoria.

Brolly, Richard, and Brian Pegg

1998 *Archaeological Investigations in Ucluelet Traditional Territory*. HCA 1995-048. Prepared by Arcas Consulting Archaeologists LTD

Inglis, R.I, and J.C Haggarty

1986 *Pacific Rim National Park Ethnographic History*. Report on File, Western Canada Services Centre, Parks Canada, Archaeological Services, Victoria, BC.

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Kristensen, Kira

2007 *Archaeological Impact Assessment, Peninsula Road Upgrade, Little Beach Site (DfSj-100), Ucluelet BC*. Prepared for Koers & Associated Engineering Ltd. I.R Wilson Consultants, Victoria BC.

Pojar, Jim, and Andy Mackinnon

2004 *Plants of Coastal British Columbia*. Ministry of Forests and Lone Pine Publishing. Vancouver, BC.

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1997 *Culturally Modified Trees of British Columbia: A Handbook for Identification and Recording of Culturally Modified Trees*. Ministry of Forests, Vancouver Forest Region, Nanaimo.

Permit #: Non Permit
Temporary #: N/A
Borden #: N/A
Date of visit: November 10, 2022



Photo 1: Jay Millar next to a modern tapered bark strip and public bench. Looking S, C.Cunneyworth, img_6687.jpg



Photo 2: General view of the south end of the survey area. Looking N, C.Cunneyworth, img_6689.jpg



**KOERS
& ASSOCIATES
ENGINEERING LTD.**
Consulting Engineers

Appendix C
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February 7, 2025
File No.: 2460-02

District of Ucluelet
200 Main Street
Ucluelet, BC V0R 3A0

Attention: Mr. John Towgood, Municipal Planner

**Re: Civil Servicing Cost Estimate
Proposed Matterson Water Tower Development**

Further to your request to provide a conceptual civil servicing design and accompanying high-level cost estimate for the potential 100+ unit multi-family residential development at the Matterson Drive water tower site, we submit the following for your review and comment:

- A high-level Class D servicing estimate of the proposed on-site and off-site works.
- A conceptual servicing design concept that forms the basis of this estimate consisting of:
 - The proposed road from Matterson Drive to Proposed Lots A and B.
 - Clearing, excavation and rough grading for Proposed Lots A and B.
 - Clearing, excavation for a possible fire lane access between Lots A and B.
 - The water connection at the reservoir with for fire protection.
 - The water connection to Pressure Zone 65 on Matterson Drive for domestic water supply.
 - Off-site sanitary and storm sewers.
 - Detention pond for stormwater management.
 - Service stubs for Proposed Lots E and F (to be developed by School District 70)

The following describes the conceptual servicing items in further detail and outlines the assumptions used for the estimate.

EXISTING CONDITIONS

Proposed Lots A and B are located southeast of the Matterson water tower, at the top of the hill. The proposed road will be constructed from Matterson Drive to the proposed lots. Proposed Lots E and F are located on either side of the access road, fronting onto Matterson Road.

The existing topography is quite steep with existing slopes on the north, south and west sides ranging from 13 to 40 %. The site is predominantly forested. With the prevalence of exposed rock along the existing water tower access road, it is assumed that bedrock exists close to the surface throughout the entire site, except for Lot A and part of Lot B.

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District of Ucluelet
Mr. John Towgood

The District's Lidar generated contours were used for topographic information for this project. The data was supplemented with ground survey data that existed for the water reservoir site. We noted differences in elevations between the two data sources, ranging from 0.1m to 0.5m.

No geotechnical investigation has been completed on the site to confirm rock depths or any other geotechnical conditions. Geotechnical assumptions along with the approximate topographic data will influence the accuracy of the excavation quantities.

CONCEPTUAL SERVICING DESIGN

Drawing 2460-P1 shows the conceptual design of the Proposed Road and the rough grading design for Proposed Lots A and B and forms the basis for the cost estimates. The proposed road alignment, future building locations and parking areas were provided by the District. No adjustments were made to the alignments, locations of parking areas, or the locations of the buildings.

Proposed Road:

The proposed road is assumed to be 7m wide with curb and gutter and a concrete sidewalk on the north and east side of the road. The south and west side of the road is assumed to have a roadside ditch. The 160m long road will terminate at the top of the hill, and will provide access to Lots A and B. The road will be dedicated with a general right-of-width of 20m.

The conceptual profile for the road shows a maximum grade of 12%. It has been assumed that the geology of road area includes a 300mm thickness of overburden over bedrock. The design cut and fill slopes for the road have been assumed as 1:1 and 2:1 respectively. A geotechnical analysis would confirm the appropriate cut and fill slopes.

The road will contain the proposed sanitary and storm sewers, domestic water supply and the electrical/communication utilities for the development. The existing watermain to the reservoir will remain, and new watermains will be constructed to service the proposed lots. The road dedication should widen appropriately to include the existing watermain.

The road terminates near the water tower, and due to topographical restraints, a retaining wall will be required along the south fence line of the water tower.

Proposed Lot A and B Development:

The conceptual grading plan for the site assumes and two future buildings will be partially buried in the slope and minimum and maximum parking lot grades will be 1% and 5% respectively. Steeper allowable parking lot grades could result in cost savings but also decrease safety and accessibility.

It has been assumed that the first floor of the buildings will be fully buried, daylighted on the southwest side for Lot A and on the northeast side for Lot B. The parking level floors (2nd floor) have been set 6m above the lowest existing elevation at the corners of the buildings. With a daylighted first floor, the buildings will be "notched" into the existing slope, minimizing the need for fill slopes. However, the foundation wall height for the buildings will need to extend from the first floor to the existing ground elevation. The elevation of the adjacent parking lot will be about 200mm below the floor elevation.

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Mr. John Towgood

We understand it is anticipated that the parking areas will be surfaced with gravel without curbing. Therefore, it has been assumed that the grade of the parking areas will be sloped away from the buildings to the center of the parking areas.

The cut and fill slopes shown, assume 1:1 for cut and 2:1 for fill, which is consistent with the proposed road.

Proposed Lots E and F:

These two townhouse development lots will be accessed and serviced from the proposed road. It is assumed that these lots will be developed by School District 70. This estimate does not include servicing or grading work for these lots.

Proposed Lot C:

We understand this future development lot will remain undeveloped at this time. When Lot A develops, it is anticipated that sanitary and storm sewers will be extended into Lot C. Lot C will likely require a lift station for sanitary servicing and storm drainage may require a connection to Victoria Drive. This cost estimate does not include any works on Lot C. Consideration should be given to filling part of this lot with the excess rock excavation from the access road and Lot B.

Storm Drainage:

Being situated at the top of hill, existing surface drainage flows, according to the contours, to the east, south and north. For the conceptual design, the drainage will be collected within a storm sewer system and conveyed to the access road and to a proposed detention pond behind Lot E. The available area for the detention pond will ultimately determine the amount of storage available. Shown on the drawing 2460-P1, about 200-250 m³ may be available. Although pond modelling and calculations have not been completed, this amount of detention volume will reduce the peak flows leaving the site.

Off-site storm drainage improvements will be required to convey the storm drainage to the ocean. For the cost estimate, it is assumed that the existing 650mm storm sewer will be extended and connected to the existing 525mm storm sewer across from the community hall. A conditions assessment of the existing sewers should be done to see if replacement of any of the downstream sewers will be required.

It is assumed that the roof drainage for the future buildings on Lots A and B will connect to the storm drainage system. However, some building foundation drains may be too low to connect to the gravity storm sewer. Sump pumps or allowing the foundation drainage to weep onto the slope may be required.

Sanitary Sewers:

Sewage will be conveyed from the buildings to the access road and to Matterson Drive with a 200mm gravity sanitary sewer. An off-site 200mm sanitary sewer is proposed from Matterson Drive, along Bay Street to an existing manhole at Yew Street. With the future buildings being partially buried, servicing the first floor with sanitary sewer requires a deep sewer connection at the building. The sewer will remain quite deep (4.0 to 5.5m) to the second set of manholes where it can shallow to more common depths. If the sanitary and storm sewers were not constructed at these deeper depths, the future buildings would

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District of Ucluelet
Mr. John Towgood

each require a sanitary lift station, and an alternate route for the building roof drainage would be required.

Waterworks:

Proposed Lots E and F will be serviced with water from the new domestic water supply main (Pressure Zone 65). A new fire hydrant will be installed, connected to the existing, lower pressure (Pressure Zone 57) watermain. Proposed Lots A and B will be serviced with domestic water from the new supply main and the fire hydrants for the five-building development site will be supplied by a new watermain connected to the lower pressure watermain at the reservoir site. Even with the domestic water supply from Pressure Zone 65, the water pressures at the top of the hill, and on the top floor of the multi-story buildings, will be less than desired. Therefore, each multi-story building will require a jet pump to be installed in the mechanical room to boost the domestic water supply pressure. During a power outage, the static pressure available in this pressure zone indicates that there should be enough water pressure to maintain domestic service, temporarily, without the need for backup power supply generators.

On-site fire hydrants will be connected to the lower pressure system, with the assumption that during a fire, the District's fire department will connect to and pump from these fire hydrants.

A new booster pump station for the entire development was originally considered, but the estimated cost of \$500,000 seemed to be much higher than the estimated cost of building a new domestic supply main from Pressure Zone 65, along with individual jet pumps in each building. The District, when estimating the building costs, will need to include a jet pump in the mechanical room of each multi-story building.

For the future development of Lot C, it is assumed that both watermains will be extended through the middle of the site to Lot C for fire and domestic supply. Any building on Lot C will also require a jet pump.

Underground Hydro, Telephone and Cable

Underground shallow utilities (hydro, telephone and cable) will be constructed within the access road to the proposed buildings. Assumed conduit alignments are shown on the site plan. It is assumed that each building will have an elevator, requiring three-phase power. A cost per meter shown on the estimates for hydro/tel and cable has been assumed. Unit prices for shallow utilities are very difficult to determine prior to detailed design. The estimated costs shown for these utilities may vary significantly from actual costs.

COST ESTIMATE

The development cost estimate has been broken into four parts:

- Proposed road and servicing works from Matterson Drive to Lots A and B, including the storm detention pond,
- Clearing, Excavation and Rough Grading for Lot A,
- Clearing, Excavation and Rough Grading for Lot B,
- Off-site Sanitary and Storm Sewers and Domestic Water Supply,
- Clearing, Excavation and Rough Grading for a fire lane (if required) between Lots A and B.

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KOERS & ASSOCIATES ENGINEERING LTD.



February 7, 2025
File: 2460-02

District of Ucluelet
Mr. John Towgood

The attached estimates are based on the conceptual design presented on drawing 2460-P1, and the summaries are presented in the table below. The estimated unit rates shown reflect current market conditions and the contingency amount indicates a Class D Estimate.

Class D Cost Estimate Summary:

Proposed Development Area	Subtotal Costs	Contingency	Total
Proposed Road including the Storm Detention Pond.	\$2,654,028	\$1,327,014	\$3,981,041
Clearing, Excavation and Rough Grading of Lot A (does not include building excavation).	\$836,913	\$418,456	\$1,255,369
Clearing, Excavation and Rough Grading of Lot B (does not include building excavation).	\$1,208,794	\$604,397	\$1,813,191
Off-Site Storm and Sanitary Sewers and Domestic Water Supply	\$216,200	\$108,100	\$324,300
			\$7,373,901

Additional Works (If required):

Proposed Development Area	Subtotal Costs	Contingency	Total
Clearing, Excavation and Rough Grading for Fire Lane	\$285,085	\$142,543	\$427,628
			\$427,628

This is a Class D Estimate. *“A Class D estimate ($\pm 50\%$) is an estimate which, due to little or no site information, indicates the approximate magnitude of cost of the proposed project, based on the client’s broad requirements. This overall cost estimate may be derived from lump sum or unit costs for a similar project. It may be used in developing long term capital plans and for preliminary discussion of proposed capital projects”*

We note that the proposed costs for the earthworks for this project represent a significant portion of the overall estimate. The reader is advised that the estimated earthworks quantities have been developed using assumed stripping depths, assumed subsurface materials and were based on approximate topographic information. Costs could vary, depending on the actual site conditions.

The excavation of the buildings to subgrade have not been included in this cost estimate. It would be more appropriate to include these costs in the building costs.

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KOERS & ASSOCIATES ENGINEERING LTD.



February 7, 2025
File: 2460-02

District of Ucluelet
Mr. John Towgood

Other non-civil servicing development costs like environmental mitigation and unforeseen agency requirements have not been included. Other assumptions are also noted on the estimates for your reference.

RECOMMENDATIONS

Following the review and assessment of the attached cost estimates, we recommend that further design and investigation work be undertaken to further refine project costs. Future assignments that the owner should consider include the following items:

- A detailed topographic survey of the site and along Matterson Drive and Bay Street where offsite works are proposed.
- A comprehensive geotechnical assessment of the proposed development area.
- Advancing the conceptual design to a pre-design or feasibility level to enable discussion and consultation with the required utility companies.
- Retain an Architect to advance the building designs.

We trust this is the information you require. Please call if you have any questions.

Yours truly,

KOERS & ASSOCIATES ENGINEERING LTD.



Richard Cave, ASCT
Project Technologist



Chris Downey, P.Eng.
Project Manager

Enclosures
Permit to Practice Number 1001658

KOERS & ASSOCIATES ENGINEERING LTD.



CONCEPTUAL SERVICING DESIGN COST ESTIMATE - CLASS D (+/- 50%)

District of Ucluelet

WATER TOWER DEVELOPMENT

Proposed Road and Detention Pond



Date: 3-Feb-25

Revised:

ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT RATE	EXTENSION
1.0	GENERAL				
1.1	General Requirements	LS	1	\$60,000	\$60,000
Subtotal General					\$60,000
2.0	CLEARING, EXCAVATION AND FILLING				
2.1	Clearing and grubbing	ha	0.31	\$50,000	\$15,500
2.2	Stripping of overburden, haul off-site (assume 300mm)	m3	930	\$30	\$27,900
2.3	Bulk rock excavation	m3	2600	\$300	\$780,000
2.4	Sanitary and Storm trench rock excavation	m3	1100	\$300	\$330,000
2.5	Watermain and Utilities trench excavation	m3	400	\$300	\$120,000
2.6	Embankment fill placement - (assume reuse of rock excavation)	m3	1100	\$20	\$22,000
2.7	Haul off-site excess rock (assumes 30% swell)	m3	2300	\$30	\$69,000
2.8	Segmental Retaining Wall (Lock Block or Similar)	m2 of face	80	\$600	\$48,000
Subtotal Clearing Excavation and Filling					\$1,412,400
3.0	WATERMAINS				
3.1	Tie-in to existing main at Water Tower Site	LS	1	\$6,000	\$6,000
3.2	150mm dia. PVC Domestic Supply Main to Development Site	lm	215	\$240	\$51,600
3.3	200mm dia. PVC Fire Supply to Development Site c/w fittings and import backfill	lm	90	\$260	\$23,400
3.4	Fire Hydrants c/w lead and connect to existing WM	each	1	\$8,000	\$8,000
3.4	Fire Hydrants c/w lead	each	1	\$6,500	\$6,500
	Service Connections (38-50mm) c/w Meter Box and Setter	each	2	\$2,000	\$4,000
3.5	38-50mm Servicing Pipe	lm	20	\$205	\$4,100
Subtotal Watermains					\$103,600
4.0	SANITARY SEWERS				
4.1	200mm dia. PVC (less than 3m deep)	lm	120	\$275	\$33,000
4.2	200mm dia. PVC (less than 3m -5.5m deep)	lm	90	\$335	\$30,150
4.3	Manholes, 1050mm dia. (less than 3m deep)	each	2	\$5,000	\$10,000
	Manholes, 1050mm dia. (less than 3-5.5m deep)	each	2	\$7,000	\$14,000
4.3	Service Connections (150 c/w wye and inspection chamber)	each	2	\$900	\$1,800
4.4	150mm dia. Service pipe	lm	25	\$235	\$5,875
Subtotal Sanitary Sewers					\$94,825
5.0	STORM SEWERS AND DRAINAGE				
5.1	250 - 300mm dia. PVC (3m - 5.5 m deep)	lm	45	\$390	\$17,550
5.2	375- 450mm dia. PVC (less than 3m deep)	lm	155	\$400	\$62,000
	375- 450mm dia. PVC (3-5.5m depth)	lm	45	\$450	\$20,250
5.3	Manholes, 1050mm dia. (less than 3m deep)	each	4	\$5,000	\$20,000
	Manholes, 1050mm dia. (less than 3-5.5m deep)	each	1	\$7,000	\$7,000
5.3	Headwalls	each	3	\$2,000	\$8,000
5.4	Oil/Grit Separator	each	1	\$20,000	\$20,000
5.4	Catch Basins	each	5	\$5,200	\$26,000
5.5	Service Connections c/w wye and inspection chamber	each	2	\$900	\$1,800
5.6	150-200mm dia. service pipe c/w import backfill	lm	70	\$275	\$19,250
5.7	100mm dia. H/T/C drains	each	4	\$1,100	\$4,400
Subtotal Storm Sewers and Drainage					\$206,250

6.0	DETENTION POND +/- 200-250 m3 of storage				
6.1	Sripping (haul away)	m3	130	\$30	\$3,900
6.2	Excavation (haul away)	m3	475	\$30	\$14,250
6.3	Pond Lining (assume clay/hardpan etc. 300mm thick)	m2	350	\$20	\$7,000
6.4	Outlet headwall, pipe and Control Structure	LS	1	\$15,000	\$15,000
6.5	375mm dia. PVC c/w import backfill	lm	25	\$400	\$10,000
6.6	Topsoil / Seed	m2	450	\$50	\$22,500
6.7	Miscellaneous	LS	1	\$5,000	\$5,000
Subtotal Detention Pond					\$77,650
7.0	ROAD WORKS				
7.1	Subbase Gravel, 200mm thick	m2	1800	\$16	\$28,800
7.2	Base Gravel, 100mm thick	m2	1600	\$15	\$24,000
7.3	Asphalt, 50mm	m2	1460	\$75	\$109,500
7.4	Concrete Curb and Gutter /w base prep.	lm	175	\$175	\$30,625
7.5	Sidewalk (1.5m wide /w base prep.)	lm	175	\$300	\$52,500
Subtotal Road Works					\$245,425
8.0	ELECTRICAL AND COMMUNICATIONS				
8.1	Hydro/Tel/Cable install (3 phase power)	lm	180	\$320	\$57,600
8.2	Utility Costs and Design Fees				TBD
8.3	Street lighting (ornamental light, base and install)	each	4	\$8,700	\$34,800
Subtotal Electrical and Communications					\$92,400
9.0	MISCELLANEOUS				
9.1	Signs	each	3	\$1,100	\$3,300
9.2	Road Markings	LS	1	\$2,000	\$2,000
9.3	Top Soil and seed	m2	200	\$50	\$10,000
Subtotal Miscellaneous					\$15,300
Subtotal					\$2,307,850
ENGINEERING (15%)					\$346,178
Subtotal					\$2,654,028
CLASS D PROJECT CONTINGENCY (+ 50%)					\$1,327,014
TOTAL (Excluding GST)					\$3,981,041

Notes: 1.) This cost estimate was prepared by Koers & Associates Engineering Ltd. in accordance with the general terms of our contract with the client. The material in it reflects the best judgment of Koers & Associates in light of the information available to it at the time of preparation and the conditions noted in the service agreement apply herein. Any use which a Third Party makes of this estimate, or any reliance on decisions to be made upon it, are the responsibility of such parties. Koers & Associates accepts no responsibility for any damages, if suffered as a result of the decision made or actions based on this estimate.

2.) **This is a Class D Estimate** - A Class D estimate ($\pm 50\%$) is an estimate which, due to little or no site information, indicates the approximate magnitude of cost of the proposed project, based on the client's broad requirements. This overall cost estimate may be derived from lump sum or unit costs for a similar project. It may be used in developing long term capital plans and for preliminary discussion of proposed capital projects

3) This estimate is based on the scope of work available at the time of the estimate. Items not included in this estimate are:

- environmental control measures
- additional or unforeseen agency requirements
- material quantities could vary significantly depending on site conditions encountered.
- geotechnical, traffic, or electrical engineering input
- material testing, or legal survey services
- permitting fees

4) Telus, BC Hydro, Shaw Cable, and Fortis BC review, approval and installation fees are not included. Further design work, review and discussion with these agencies is required to determine costs.

CONCEPTUAL SERVICING DESIGN COST ESTIMATE - CLASS D (+/- 50%)

District of Ucluelet

WATER TOWER DEVELOPMENT

Lot A Development Site - Clearing, Excavation and Rough Grading



Date: 3-Feb-25

Revised:

ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT RATE	EXTENSION
1.0	GENERAL				
1.1	General Requirements	LS	1	\$40,000	\$40,000
Subtotal General					\$40,000
2.0	CLEARING, EXCAVATION AND FILLING				
2.1	Clearing and grubbing	ha	0.53	\$50,000	\$26,500
2.2	Stripping of overburden, haul off-site (assume 300mm)	m3	1600	\$30	\$48,000
2.3	Bulk rock excavation	m3	1500	\$300	\$450,000
2.4	Sanitary & Storm trench rock pre-blast	m3	200	\$275	\$55,000
2.5	Water & Utilities trench Rock pre-blast	m3	110	\$275	\$30,250
2.6	Embankment Fill placement - (assume reuse of rock excavation)	m3	2050	\$20	\$41,000
2.7	Haul off-site excess rock (assumes 30% swell)	m3	0	\$30	\$0
2.8	Rough Grade Site	m2	3700	\$10	\$37,000
Subtotal Clearing Excavation and Filling					\$687,750
Subtotal					\$727,750
ENGINEERING (15%)					\$109,163
Subtotal					\$836,913
CLASS D PROJECT CONTINGENCY (+ 50%)					\$418,456
TOTAL (Excluding GST)					\$1,255,369

- Notes:
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 - environmental control measures
 - additional or unforeseen agency requirements
 - material quantities could vary significantly depending on site conditions encountered.
 - geotechnical, traffic, or electrical engineering input
 - material testing, or legal survey services
 - permitting fees
 - 4) Telus, BC Hydro, Shaw Cable, and Fortis BC review, approval and installation fees are not included. Further design work, review and discussion with these agencies is required to determine costs.

CONCEPTUAL SERVICING DESIGN COST ESTIMATE - CLASS D (+/- 50%)
District of Ucluelet
WATER TOWER DEVELOPMENT
Lot B Development Site - Clearing, Excavation and Rough Grading



Date: 3-Feb-25

Revised:

ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT RATE	EXTENSION
1.0	GENERAL				
1.1	General Requirements	LS	1	\$40,000	\$40,000
Subtotal General					\$40,000
2.0	CLEARING, EXCAVATION AND FILLING				
2.1	Clearing and grubbing	ha	0.46	\$50,000	\$23,000
2.2	Stripping of overburden, haul off-site (assume 300mm)	m3	1400	\$30	\$42,000
2.3	Bulk rock excavation	m3	2300	\$300	\$690,000
2.4	Sanitary & Storm trench rock pre-blast	m3	410	\$275	\$112,750
2.5	Water & Utilities trench Rock pre-blast	m3	125	\$275	\$34,375
2.6	Embankment Fill placement - (assume reuse of rock excavation)	m3	500	\$20	\$10,000
2.7	Haul off-site excess rock (assumes 30% swell)	m3	2400	\$30	\$72,000
2.8	Rough Grade Site	m2	2700	\$10	\$27,000
Subtotal Clearing Excavation and Filling					\$1,011,125
Subtotal					\$1,051,125
ENGINEERING (15%)					\$157,669
Subtotal					\$1,208,794
CLASS D PROJECT CONTINGENCY (+ 50%)					\$604,397
TOTAL (Excluding GST)					\$1,813,191

Notes:

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- environmental control measures
- additional or unforeseen agency requirements
- material quantities could vary significantly depending on site conditions encountered.
- geotechnical, traffic, or electrical engineering input
- material testing, or legal survey services
- permitting fees

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CONCEPTUAL SERVICING DESIGN COST ESTIMATE - CLASS D (+/- 50%)

District of Ucluelet

WATER TOWER DEVELOPMENT

Offsite Storm and Sanitary Sewers and Domestic Water Supply Main



Date: 3-Feb-25

Revised:

ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT RATE	EXTENSION
1.0	GENERAL				
1.1	General Requirements	LS	1	\$15,000	\$15,000
1.2	Traffic Control	LS	1	\$7,000	\$7,000
1.3	Locates	each	10	\$1,000	\$10,000
Subtotal General					\$32,000
2.0	WATERMAINS				
2.1	Tie-in to existing watermain south of the existing check valve on Matterson Drive (Pressure Zone 65)	LS	1	\$8,000	\$8,000
2.2	150mm dia. PVC Domestic Supply Main to Access Road	lm	50	\$260	\$13,000
2.3	Pavement Restoration (assume 1.5m wide)	lm	1	\$8,000	\$8,000
Subtotal Watermains					\$29,000
3.0	SANITARY SEWERS				
3.1	200mm dia. PVC c/w import backfill	lm	65	\$300	\$19,500
3.2	Manholes, 1050mm dia.	each	1	\$6,000	\$6,000
3.3	Tie-in to Existing Manhole on Bay Street	LS	1	\$5,000	\$5,000
3.4	Pavement Restoration (assume 1.5m wide)	lm	65	\$200	\$13,000
Subtotal Sanitary Sewers					\$43,500
4.0	STORM SEWERS AND DRAINAGE				
4.1	600mm dia. HDPE c/w import backfill	lm	80	\$700.00	\$56,000
4.2	Tie-in to Existing 650 and 525 storm sewers	each	2	\$5,000.00	\$10,000
4.3	Manholes, 1200mm dia.	each	1	\$7,500.00	\$7,500
4.4	Pavement Restoration (assume 2m wide)	lm	40	\$250.00	\$10,000
Subtotal Storm Sewers and Drainage					\$83,500
Subtotal					\$188,000
ENGINEERING (15%)					\$28,200
Subtotal					\$216,200
CLASS D PROJECT CONTINGENCY (+ 50%)					\$108,100
TOTAL (Excluding GST)					\$324,300

- Notes:
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 - additional or unforeseen agency requirements
 - material quantities could vary significantly depending on site conditions encountered.
 - geotechnical, traffic, or electrical engineering input
 - material testing, or legal survey services
 - permitting fees

CONCEPTUAL SERVICING DESIGN COST ESTIMATE - CLASS D (+/- 50%)

District of Ucluelet

WATER TOWER DEVELOPMENT

Fire Lane (If Required)- Clearing, Excavation and Rough Grading



Date: 3-Feb-25

Revised:

ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT RATE	EXTENSION
1.0	GENERAL				
1.1	General Requirements	LS	1	\$40,000	\$40,000
Subtotal General					\$40,000
2.0	CLEARING, EXCAVATION AND FILLING				
2.1	Clearing and grubbing	ha	0.03	\$50,000	\$1,600
2.2	Stripping of overburden, haul off-site (assume 300mm)	m3	100	\$30	\$3,000
2.3	Bulk rock excavation	m3	560	\$300	\$168,000
2.4	Segmental Retaining Wall (Allan Block or Similar)	m2 of Face	30	\$350	\$10,500
2.5	Haul off-site excess rock (assumes 30% swell)	m3	720	\$30	\$21,600
2.6	Rough Grade Site	m2	320	\$10	\$3,200
Subtotal Clearing Excavation and Filling					\$207,900
Subtotal					\$247,900
ENGINEERING (15%)					\$37,185
Subtotal					\$285,085
CLASS D PROJECT CONTINGENCY (+ 50%)					\$142,543
TOTAL (Excluding GST)					\$427,628

- Notes:
- 1.) This cost estimate was prepared by Koers & Associates Engineering Ltd. in accordance with the general terms of our contract with the client. The material in it reflects the best judgment of Koers & Associates in light of the information available to it at the time of preparation and the conditions noted in the service agreement apply herein. Any use which a Third Party makes of this estimate, or any reliance on decisions to be made upon it, are the responsibility of such parties. Koers & Associates accepts no responsibility for any damages, if suffered as a result of the decision made or actions based on this estimate.
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 - additional or unforeseen agency requirements
 - material quantities could vary significantly depending on site conditions encountered.
 - geotechnical, traffic, or electrical engineering input
 - material testing, or legal survey services
 - permitting fees
 - 4) Telus, BC Hydro, Shaw Cable, and Fortis BC review, approval and installation fees are not included. Further design work, review and discussion with these agencies is required to determine costs.

REV	DATE	BY	ENG	DESCRIPTION

NOT FOR CONSTRUCTION

ISS	DATE	BY	ENG	DESCRIPTION

SEAL

PERMIT TO PRACTICE No. 1001658

PROJECT NO.	2460
DRAWN	RC
DESIGNED	RC
CHECKED	CD
APPROVED	CD
DATE	NOV 2024
SCALE	1:500
CLIENT	DISTRICT OF UCLUELET

PROJECT
 WATER TOWER DEVELOPMENT
 TITLE
 CONCEPTUAL GRADING AND SITE SERVICING (FOR COST ESTIMATING)

DRAWING No.	2460-P1
REV.	1/1
SHEET	1/1



- NOTES**
- THIS CONCEPTUAL DESIGN IS FOR COST ESTIMATING PURPOSES ONLY. THE EXISTING AND PROPOSED UTILITIES SHOWN ARE APPROXIMATE. THE DISTRICT OF UCLUELET USAR GENERATED CONTOURS AND SHOULD BE CONSIDERED APPROXIMATE. THE ACCURACY OF THE CONTOURS IS UNKNOWN.
 - EXISTING AND PROPOSED PAVEMENTS ARE APPROXIMATE AND IS TO BE CONFIRMED DURING DETAILED DESIGN.
 - THE EXTENTS OF CUT AND FILL SLOPES IS APPROXIMATE. IT IS ASSUMED THAT THE BUILDINGS ON LOTS A, B AND C WILL BE FULL STORY AND THE FIRST FLOOR WILL BE BELOW THE GROUND LEVEL. CUT SLOPES ARE ASSUMED TO BE AT A 1:1. SLOPE IN ROCK FILL SLOPES ARE ASSUMED TO BE 1:1.5.
 - THE ACCESS ROAD IS SHOWN WITH A PAVED WIDTH OF 7.0m, WITH CONCRETE CURB AND 1.5m ROAD SHOULDER WITH A 2% CROSS SLOPE TO THE SIDE. THE SOUTH AND WEST SIDE OF THE ROAD IS SHOWN WITH A 2% CROSS SLOPE TO THE SIDE.

UTILITIES LEGEND		SURFACE FEATURES LEGEND	
EXISTING	PROPOSED	EXISTING	PROPOSED
WATERMAIN (SIZE NOTED)	W 200P	EDGE OF PAVEMENT	PROPOSED
AIR VALVE	○	NON-MARKET CURB	—
FIRE HYDRANT (SIZE NOTED)	○	ASPHALT	—
SANITARY SEWER (SIZE NOTED)	S 200P	TOP OF SLOPE	—
SANITARY MANHOLE (SIZE NOTED)	○	RETAINING WALL	—
STORM DRAIN (SIZE NOTED)	D 200P	FINISHED GROUND	—
STORM DRAIN MANHOLE (SIZE NOTED)	○	GRADE BREAK	—
CATCH BASIN	○	FILL SLOPE	—
DITCH/SWALE	—	CUT SLOPE	—
1/6" HYDRO/TEL/CABLE	—		
STREET LIGHT	—		

WATER TOWER SITE – UCLUELET

TO: District of Ucluelet

FROM: M’akola Development Services

DATE: February 6, 2025

SUBJECT: High Level Proforma Analysis

PURPOSE

The District of Ucluelet has engaged M’akola Development Services to conduct a high level feasibility brief to assess the viability of an affordable housing development project at the Water Tower site, a District owned parcel of land located off Matterson Drive. A high-level proforma for the proposed development has been prepared under two funding scenarios: BC Housing’s [Community Housing Fund](#) and [BC Builds](#). It should be noted that affordability levels range across these two programs.

ASSUMPTIONS

Both rental scenarios assume the following project data based on preliminary site analysis and a Class D Cost Estimate for the road and civil works. Each scenario presents a single building and assumes the full cost of the road are carried by that building’s budget. It is worth noting that with District contribution or concurrent projects, the cost of the road could be reduced in each project budget. These are high-level numbers and will be further refined as the design of this project progresses. Unit count, mix and building form and size are not based on architectural and are subject to change.

The following page demonstrate for the purposes of consideration only the potential financial viability of up to two 50 unit buildings under various potential funding programs.

ESTIMATED UNIT COUNT

	Building
Studio	16
1 Bedroom	16
2 Bedroom	15
3 Bedroom	3
Total	50

ESTIMATED OPERATING EXPENSES

	Monthly	Annual
Total	\$34,375	\$412,500

ESTIMATED PROJECT COSTS PER BUILDING

	Cost Per SQFT	Cost
Hard Costs	\$ 500.00	\$ 22,000,000
Road Costs	\$ 42.16	\$ 1,854,884
Soft Costs	\$ 180.00	\$ 7,920,000
Total	\$ 722.16	\$ 29,734,884

HIGH LEVEL FINANCIAL MODELLING

BC BUILDS – One Building

BC Builds is a housing program targeting increased housing supply for middle-income households. Homes built under the program will have at least 20% of units with rents that are 20% below market rate. This affordability is achieved through a per unit grant of up to \$225,000 and low-interest financing currently set at 4.30% with a 50-year amortization and 1.1 DSCR. BC Builds seeks to work with proponents to deliver Building Permits within 18 months of project initiation with BC Builds.

The financial modelling for this building has assumed market rental rates are based on the Tofino Headwaters Development posted rents. It is worth noting that these rents are in alignment with the operating agreements for this building and may not be what is required to be charged or what a market rent appraisal would determine market to be. BC Builds would require a market rent appraisal to be completed and rents to be set in line with that appraisal.

	Rental Rates			Unit Types		
	Market	20% Below Market		Market	Affordable	Total
Studio	\$1,150	\$920	Studio	13	3	16
1 Bedroom	\$1,550	\$1,240	1 Bedroom	12	4	16
2 Bedroom	\$1,950	\$1,560	2 Bedroom	13	2	15
3 Bedroom	\$2,300	\$1,840	3 Bedroom	2	1	3

Per the above assumptions, Building 1, using THC Market Rents is likely not feasible under the BC Builds program.

The model above assumes that the project carries the cost of the road, should that cost be reduced or eliminated it is likely that the project is viable under a BC Builds scenario.

COMMUNITY HOUSING FUND – One Building

The Community Housing Fund is anticipated to open in Spring 2025. This fund is expected to be similar to other funds and include forgivable and repayable mortgages along with a subsidy to achieve a rental mix of 20% of units at deep subsidy rates, 50% rent-geared to income (these rents would be based on an individual tenants income – the modelled amount is an estimate) and 30% near market (using THC posted market rates).

The interest rate assumed is 5.0% with a 35 year amortization and 1.1 DSCR. CHF 2024 assumptions were used in this financial model. It is possible there will be a change to the program. The financial modelling for this building has assumed market rental rates based off the assumed Ucluelet market rental rates, BC Housing published shelter rates, and the BC Housing 2023 Housing Income Limits (HILs) Port Alberni region given there is no data available for Ucluelet.

Rental Rates				Unit Types				
	Market	Shelter	RGI		Market	Shelter	RGI	TOTAL
Studio	\$1,150	\$500	\$586	Studio	5	3	8	16
1 Bedroom	\$1,550	\$500	\$743	1 Bedroom	4	4	8	16
2 Bedroom	\$1,950	\$695	\$1,041	2 Bedroom	5	2	8	15
3 Bedroom	\$2,300	\$717	\$1,216	3 Bedroom	1	1	1	3

Given CHF has a capital contribution and a subsidy from the province as part of the program, per the above assumptions, a 50 unit CHF Project, could be feasible (as the program provides an operating subsidy from the Province of BC as part of the Contribution). In Makola Development Services' experience, the likely subsidy required based on this early modelling is in line when compared to other successful CHF projects.

Two Buildings

Using the same assumptions, a model was completed for two buildings to be funded under BC Builds, CHF or as a Joint Project (this includes 100 units and the access road).

The increase density could lead to efficiencies in the project costs and make the larger project more feasible, however there would need to be further information and modelling done to evaluate this in detail under a BC Builds only scenario.

RECOMMENDATION & CONSIDERATIONS

Overall Considerations:

1. BC Housing Approval for Road Construction Costs

- The cost of the road is a barrier regardless of the Option selected as BC Housing typically likes to see sites that are fully serviced and accessible. The cost of the construction of the road being fully paid for by subsidized housing could be seen as a barrier to project-readiness.
- Council should consider options related to ways to remove this barrier.

2. Absorption Risk & Market Rate Influences

- Given Ucluelet is a small town with a population of approximately 2,000 to 2,500 full time residents, the rental absorption of approximately 100 units in one location is a risk to consider. The addition of these two buildings could see an approximate 5% increase in housing units in the District and an even larger increase to the rental stock. The operator may see difficulties in renting out all these units within a reasonable lease up period. Additionally, this large influx of rental units may influence the overall Ucluelet rental rates, driving rates down across the market. This is likely to be more of an impact under the BC Build program, where rents are at the low end of market.
- Council should consider, if a BC Builds style option is pursued to look at an absorption study

as part of the project due diligence.

3. Securing a Housing Operator

- While it is likely that the BC Builds units could be absorbed without an operating subsidy, it may be seen as a risk to a non-profit, posing challenges in securing a housing operator for the building.
- Council should consider directing staff to issue an Expression of Interest for Operators to advance the project and be the applicant to BC Housing.

4. Design is limited

- As noted, the above assumptions are based on concepts and very high level estimates. Further development of the design and site is required to provide more clarity on the project feasibility.
- Council should consider directing staff to engage a team to develop the project further with the goal of targeting a funding program as available.

Recommendations:

Given the absorption risk, another financial analysis is recommended to be completed to understand the viability of the market and near-market rents and Ucluelet's ability to absorb this number of units in the community. In addition, the construction of the road and civil costs associated burdens the project. Multiple phases or District contribution could be considered to alleviate this. Fully or partially funding the construction of the road will make the project more competitive in receiving a successful approval of funding.

Although this analysis is based off preliminary data, and unit numbers and costing may change, this project might be a strong fit for the Community Housing Fund. To be competitive, it is recommended to engage a consultant team and progress design as much as possible before the funding call closes this year.

FROM: DUANE LAWRENCE, CAO

FILE NO: 0640-30

SUBJECT: COUNCIL STRATEGIC PRIORITIES UPDATE

REPORT NO: 25-16

ATTACHMENT(S): APPENDIX A – COUNCIL PRIORITIES PLAN 2024-2027

PURPOSE:

This report presents Council's updated 2024 – 2027 Council Priorities Plan.

BACKGROUND:

Council undertook a review and update of the Council Strategic Priorities completed in March of 2023. The update was an opportunity to re-evaluate the priorities of Council to ensure verification and alignment of priorities. Facilitated by the CAO, Council reviewed the eight priority areas identified in 2023: *Environmental Protection; Recreation Opportunities; Service Delivery Capacity & Fiscal Responsibility; Emergency Management Services; Community to Community Collaboration; Sustainable Economy; Infrastructure and Asset Management; and, Affordable Housing and Affordability.*

Council confirmed seven key priority areas, identified key objectives, tactics and options for achieving the various priorities. The updated Council Priorities Plan is attached to this report as **Appendix A** and will be presented to Council each quarter with a project update report to advise Council on the status of projects.

REPORT:

The Updated 2024-2027 Council Priorities Plan identified seven key areas.

- **Housing & Affordability:** Enable the creation and retention of diverse housing options while maintaining overall sustainable growth for the long-term health and well-being of the community and environment.
- **Infrastructure:** Invest in the long-term sustainability of municipal infrastructure through proactive and responsible financial investment and infrastructure planning.
- **Governance & Finance:** Ensure the District is providing the right level of services in a responsive, transparent and fiscally sustainable manner.
- **Environmental Sustainability, Climate and Emergency Resilience:** Ucluelet's natural assets are the foundation of our community. It is vital that we understand these sensitive ecosystems, manage them in a sustainable manner and prepare for impacts due to climate change.

- **Intergovernmental and First Nations Relations:** Ucluelet is committed to working with all West Coast communities proactively and collaboratively to ensure growth and development are undertaken purposefully and with an understanding of future impacts.
- **Health, Wellness & Recreation:** Advocate for increased opportunities and support systems for comprehensive, local, health services while investing in the development of facilities and recreation opportunities that are accessible. Develop and maintain our natural recreation amenities and indoor and outdoor venues, to provide quality and diverse recreation opportunities.
- **Economic Development:** Foster the diversification of Ucluelet’s economy by creating an environment that encourages and is open to the development of high-quality business opportunities.

Within the document, Council identified 58 projects that staff will be including in their annual work plan(s). Annual work plans for each department include the day-to-day operation activities of the municipality, operational projects, directives issued from the Province, Federal Government, resident and visitor supports and new directives or initiatives that require staff attention. Currently, significant staff time is being allocated to a variety of projects, initiatives and activities, including, 221 Minato Bay Housing Development; Housing Accelerator Fund Grant Requirements; updating housing legislation as specified by the Province; Water Treatment Plant; Sanitary System Upgrade Project; Joint Job Review Committee; Infrastructure Grant Applications etc.

It is critical to note that as new priorities or opportunities are identified, action items shift and may defer previously identified priorities to allow for staff time to be allocated to the newly identified priority. Examples including the Canada Housing Infrastructure Grant which is currently open; the Housing Accelerator Fund that Ucluelet was approved for in 2023 providing \$2.1M of funding; ERIF Housing development identified in June of 2024 and the Sanitary system updates that were identified in 2024 which are critical to both new development and general system capacity.

Staff will provide a quarterly update on progress on the various priority areas identified within the report.

Respectfully submitted: Duane Lawrence, CAO



2024-2027 Council Priorities Plan

Updated December 2024



Council Priorities

Council has seven priority areas for the 2024 – 2027 term. Council priorities will be achieved through the actioning of key projects identified on the following pages. Although projects are linked to a specific primary priority area, many projects deliver on multiple priorities.



Housing & Affordability

Enable the creation and retention of diverse housing options while maintaining overall sustainable growth for the long-term health and well-being of the community and environment.



Infrastructure

Invest in the long-term sustainability of municipal infrastructure through proactive and responsible financial investment and infrastructure planning.



Governance & Finance

Ensure the District is providing the right level of services in a responsive, transparent and fiscally sustainable manner.



Environmental Sustainability, Climate and Emergency Resilience

Ucluelet's natural assets are the foundation of our community. It is vital that we understand these sensitive ecosystems, manage them in a sustainable manner and prepare for impacts due to climate change.



Intergovernmental and First Nations Relations

Ucluelet is committed to working with all West Coast communities proactively and collaboratively to ensure growth and development are undertaken purposefully and with understanding of future impacts.



Health, Wellness & Recreation

Advocate for increased opportunities and support systems for comprehensive, local, health services while investing in the development of facilities and recreation opportunities that are accessible. Develop and maintain our natural recreation amenities and indoor and outdoor venues, to provide quality and diverse recreation opportunities.



Economic Development

Foster the diversification of Ucluelet's economy by creating an environment that encourages, and is open to, the development of high-quality business opportunities.

Council Priorities Plan Overview

The District of Ucluelet's Council Priorities Plan identifies projects that Council has approved for action. Projects included in the plan can be significant enablers of one or more Council Priorities, new activities or focus points; complex and/or large projects, with significant cross-departmental responsibilities and/or impacts; projects requiring significant community-wide or multiple stakeholder engagement and/or projects which require Council authorization to implement or are advocacy initiatives for increased regional and local services for Ucluelet.

Priorities are identified by Council in rank order and are an indication of the order in which a priority will be actioned within a specific category. They are subject to grant and legislative obligations, in addition to overall department capacity to complete the work. Projects identified in the Council Priorities Plan do not constitute the entirety of the organization's efforts. In addition to the projects in the Council Priorities Plan, District staff have a responsibility for ensuring that regulatory obligations are met; that core services are delivered; and that systems, processes and customer service are continually enhanced.

The Council Priorities Plan is flexible. To remain relevant, the projects associated with each Council Priority are refreshed annually. Those projects included in the Council Priorities Plan are seen by Council as critical to advancing one or more priorities and have been approved for funding. Some projects will be completed in a single calendar year, whereas others will be completed over several years.

Funding

Much of the annual budget is devoted to delivering on current commitments, providing municipal services including water, sanitary, roads, parks & trails, development support and municipal administration. Completing new projects often requires specialized expertise, staffing resources and dedicated funding. Through out the five-year financial plan and annual budget process, Council will consider how and if to fund new projects and/or to further advance identified priorities.

The new projects itemized within the following pages are those which Council have identified as key priority projects. They will be allocated funds within the five-year financial plan and annual budget process. The five-year financial plan reflects anticipated project costs. If costs escalate due to changes to the project scope or inflationary pressures, budgets will need to be adjusted for the project to proceed. Through the annual budget process, staff pinpoint whether the amounts identified in the five-year financial plan are sufficient to carry out the projects planned for the coming year. Where changes are needed, these adjustments are flagged for Councils consideration. Each year, Council reviews and considers the following years projects and assess to what level those projects should be funded.

Council Priorities Plan is a 'living document' that is subject to change based on Council direction, however, it captures the most current direction, plans and priorities of Council.

Housing & Affordability

Enable the creation and retention of diverse housing options while maintaining overall sustainable growth for the long-term health and well-being of the community and environment.

Key Objectives

- Prioritize affordable and attainable rental and ownership opportunities in new developments.
- Update policies to allow for flexible development (including diversity of housing types, rentals, sales and vacation accommodations) that advance the housing types we need while ensuring developer accountability.
- Utilize the housing needs assessment to align residential and visitor accommodation growth and development within the community.

Project #	Priority #	Department	Project Description	Project Year				Status		
				2024	2025	2026	2027	Funded	In Progress	Complete
1	HA1*	Planning	Create a development and approval process guide for ADUs	X				X	X	X
2	HA2*	Planning	Initiate amnesty program for legalizing existing secondary suites	X				X	X	X
3	HA3*	Planning	Update the Development Permit Application Procedures Bylaw	X				X	X	X
4	HA4	Administration /Planning	Engage an affordable housing authority		X			P		
5	HA5	Planning	Develop a permit tracking system		X			P		
6	HA6*	Planning	Create a development and approval process guide for residential and small-scale multi-family dwellings			X		X		
7	HA7	Finance	Explore options to discourage vacant homes. (speculation and vacant home tax)			X				
8	HA8	Planning	Support the development of seasonal and permanent employee housing options		X	X			X	
9	HA9*	Planning	Update policies and procedures to reduce the time required during the approval process	X	X	X	X	X	X	

Project #	Priority #	Department	Project Description	Project Year				Status		
				2024	2025	2026	2027	Funded	In Progress	Complete
10	HA10*	Engineering & Planning	Update the Subdivision Servicing Bylaw	X	X			X	X	
11	HA11*	Engineering	Update the Works and Services Bylaw	X	X			X	X	
12	HA12*	Corporate Services	Update of Delegation of Authority Bylaw	X	X			X	X	
13	HA13	Planning	Apply for grants for Supportive Housing Project (BC Housing/CMHC)	X	X	X		P	X	
14	HA14*	Planning	Update of Housing Needs Assessment & Supporting OCP policies	X	X			X	X	
15	HA15	Planning	Identify and acquire lands to support the development of affordable housing				X	P		
16	HA16*	Planning	Update Zoning to include pre-zoned areas for multi-family housing and rental housing		X					
17	HA17*	Planning	Update Zoning bylaw to specify where short term vacation rentals are permitted.		X					
18	HA18*	Administration	Create/update development information web pages		X			X	X	

- (1) Project year(s) is an indication of the target year a project will be actioned and anticipated duration for completion.
- (2) Ongoing projects are represented by all years being indicated.
- (3) Funding is provisional based on five-year financial plan approvals. Projects requiring future funding approvals to be considered in the 5-year financial plan are indicated with a 'P' for pending.
- (4) Priority # is an indication of the order in which a priority will be actioned within a specific category and subject to the grant and legislative obligations in addition to overall department capacity to complete the work. Project number is used as a reference only.
- (5) Priorities maybe actioned out of sequence dependent on department capacity, funding approvals, grant action requirements.,
- (6) * is an indication of an action item funded through the **Housing Accelerator Fund (HAF)** with reporting and completion obligations.
- (7) Priorities with project years for the duration of the priorities plan are indicative of ongoing activities and actions on a continual basis.

Infrastructure

Invest in the long-term sustainability of municipal infrastructure through proactive and responsible financial investment and infrastructure planning.

Key Objectives

- Adequately fund existing infrastructure.
- Invest in high quality, resilient infrastructure that supports the future housing and community needs.
- Develop partnership opportunities to address regional, large scale, infrastructure demands that will have significant long term environmental and economic benefits.

Project #	Priority #	Department	Priority Description	Project Year				Status		
				2024	2025	2026	2027	Funded	In Progress	Complete
19	11	Engineering*	Update water and sanitary infrastructure master plans	X	X			X	X	X
20	12	Engineering	Undertake water treatment project to address brown water	X	X	X		X	X	
21	13	Engineering	Repair and upgrade sanitary systems to allow for development demands.		X	X	X	P	X	
22	14	Engineering & Finance*	Update Development Cost Charges and Amenity Cost Charges Bylaw	X	X			X	X	
23	15	Engineering & Planning*	Review infrastructure master plans to ensure infill and densification are adequately serviced		X	X		X	X	
24	16	Engineering & Finance	Development of an Asset Management Plan				X	P		
25	17	Administration	Explore regional, large-scale, infrastructure development project(s)				X	P		

Governance & Finance

Ensure the District is providing the right level of services in a responsive, transparent and fiscally sustainable manner.

Key Objectives

- Increase transparency in how the municipality provides community services.
- Provide the right level of service that balances the needs of residents and tourism.
- Manage the investment of resort municipal funding to prioritize the overall well-being of the community while supporting and maintaining healthy tourism infrastructure.

Project #	Priority #	Department	Project Description	Project Year				Status		
				2024	2025	2026	2027	Funded	In Progress	Complete
26	GF1	Administration & Council	Advocate for increased flexibility in RMI, MRDT funding towards community priorities	X	X	X	X		X	
27	GF2	Finance & Engineering	Update Water and Sanitary Rates to reflect operational and capital funding requirements		X			X	X	
28	GF3	Finance & Administration	Investigate and implement Alternative Funding Strategies	X	X			X	X	
29	GF4	Corporate Services	Develop an alternative notice bylaw (development notification)				X			
30	GF5	Corporate Services	Re-develop municipal website	X	X			X	X	
31	GF6	Administration	Develop communications strategy and supporting policies				X			
31	GF7	Finance	Maintain and strengthen 5-year capital plan	X	X	X			X	

Environmental Sustainability, Climate and Emergency Resilience

Ucluelet's natural assets are the foundation of our community. It is vital that we understand these sensitive ecosystems, manage them in a sustainable manner and prepare for impacts due to climate change.

Key Objectives

- Ensure the community and municipal systems are prepared for and able to support its residents and visitors during future climate related and general emergencies.
- Understanding and investing in the future of our natural assets, managing the lands and waters that surround Ucluelet in a sustainable manner.

Project #	Priority #	Department	Project Description	Project Year				Status		
				2024	2025	2026	2027	Funded	In Progress	Complete
33	EC1	Planning, Finance & Engineering	Create a natural assets sustainability plan			X	X	P		
34	EC2	Planning, Finance & Engineering	Incorporate Natural Assets into Asset Management Program				X	P		
35	EC3	Planning	Update and identify key priorities within the Ucluelet Climate Readiness Plan & Energy Sustainability Plan		X				X	
36	EC4	Fire Services	Fire Hall and Emergency Operations Facility Replacement	X	X			P	X	
37	EC5	Fire Services	Emergency Management Plan Update			X		X	X	
38	EC6	Administration & Fire Services	Advocate for Regional West Coast Evacuation Plan	X						X

Intergovernmental and First Nations Relations

Ucluelet is committed to working with all West Coast communities proactively and collaboratively to ensure growth and development are undertaken purposefully and with understanding of future impacts.

Objectives

- Maintain and enhance our relationship with First Nations by fostering decision making processes based on mutual trust and respect of the traditional lands and waters in which Ucluelet resides.
- Understand and support the integration of west coast and First Nation community objectives

Project #	Priority #	Department	Project Description	Project Year				Status		
				2024	2025	2026	2027	Funded	In Progress	Complete
39	G1	Administration & Council	Meet regularly with the Yuuʔiʔiʔath Government maintaining an open dialogue on areas of mutual interest	X	X	X	X		X	
40	G2	Planning & Administration	Development of an Indigenous Significant Sites Protocol		X	X				
41	G3	Planning & Administration	Develop referral protocols for major developments with UFN		X	X				
42	G4	Fire Services & Finance	Update Fire Services Agreements with UFN and ACRD	X	X				X	
43	G5	Administration	Collaborate with ACRD and Tofino to identify and further municipal service priorities.	X	X	X	X		X	

Health, Wellness & Recreation

Advocate for increased opportunities and support systems for comprehensive, local, health services while investing in the development of facilities and recreation opportunities that are accessible. Develop and maintain our natural recreation amenities and indoor and outdoor venues, to provide quality and diverse recreation opportunities.

Key Objectives

- Increase access to health care services in the community to allow residents to receive comprehensive care throughout their lives.
- Invest in the development and maintenance of our natural recreation amenities and indoor and outdoor venues, to provide quality and diverse recreation opportunities.

Project #	Priority #	Department	Project Description	Project Year				Status		
				2024	2025	2026	2027	Funded	In Progress	Complete
44	C1	Community Services	Implement the recommendations as set out in the accessibility plan			X	X	P		
45	C2	Council	Advocate for medical supports and specialist care as part of the new health centre	X	X	X	X		X	
46	C3	Council	Advocate for increased mental health supports and crisis intervention	X	X	X	X		X	
47	C4	Council	Advocate for increased access for the provision of homecare and senior supports	X	X	X	X		X	
48	C5	Community Services	Strengthen affordable access to recreation programs			X		P		
49	C6	Community Services	Update the Recreation Masterplan to reflect current and future needs of the community	X	X			X	X	
50	C7	Community Services	Develop Recreation Hall Replacement Plan	X	X	X		X	X	

Economic Development

Foster the diversification of Ucluelet's economy by creating an environment that encourages and is open to the development of high-quality business opportunities.

Key Objectives

- Ensure municipal infrastructure can support the development of new business opportunities
- Support the development of a sustainable and diverse local economy.

Project #	Priority #	Department	Project Description	Project Year				Status		
				2024	2025	2026	2027	Funded	In Progress	Complete
51	ED1	Planning	Update zoning to protect commercial and industrial uses for harbor properties			X	X			
52	ED2	Administration	Partner with local organizations in the development of economic diversification and development	X	X	X	X	X	X	
53	ED3	Corporate Services	Develop partnerships for the development of an Economic Resiliency Strategy	X	X	X		X	X	
54	ED4	Administration & Council	Advocate and explore partnership opportunities for research and development of sustainable energy projects (e.g. wave energy)	X	X	X	X		X	
55	ED5	Council	Advocate for research and development of aquaculture opportunities and partnerships	X	X	X	X		X	

Other Priorities

Project #	Priority #	Department	Project Description	Project Year				Status		
				2024	2025	2026	2027	Funded	In Progress	Complete
56	O1	Council	Advocate for the reinstatement of a lifeguard program at Long Beach	X	X	X	X		X	
57	O2	Council & Administration	Advocate for full cellular coverage for highway 4	X	X	X	X		X	
58	O3	Administration	Continue to monitor and support the ongoing development and enhancement of public transit within the region.	X	X	X	X		X	