



## 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, April 29, 2025 @ 4:00 PM**

### AGENDA

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Council would like to acknowledge the Yuulu?il?ath, on whose traditional territories the District of Ucluelet operates.	
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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.	
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11. MAYOR'S ANNOUNCEMENTS AND COUNCIL COMMITTEE REPORTS

- 11.1. Councillor Shawn Anderson  
*Deputy Mayor, April 1 - June 30, 2024*

- 11.2. Councillor Jennifer Hoar  
*Deputy Mayor, January 1 - March 31, 2024*

- 11.3. Councillor Mark Maftei  
*Deputy Mayor, October 1 - December 31, 2024*

- 11.4. Mayor Marilyn McEwen

12. QUESTION PERIOD

13. CLOSED SESSION

- 13.1. Procedural Motion to Move In-Camera

**THAT** the April 29, 2025, regular Council meeting be closed to the public pursuant to the following sections of the Community Charter:

90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

14. ADJOURNMENT





## REGULAR MEETING OF COUNCIL

Held Electronically and in the George Fraser Community Room,  
Ucluelet Community Centre, 500 Matterson Drive, Ucluelet

**Monday, March 10, 2025 @ 4:00 PM**

### MINUTES

Present:      **Chair:**            Mayor McEwen  
                 **Council:**        Councillors Anderson, Hoar, and Maftai  
                 **Staff:**            Duane Lawrence, Chief Administrative Officer  
                            Jeffery Cadman, Director of Finance  
                            Bruce Greig, Director of Community Planning  
                            James MacIntosh, Director of Engineering Services  
                            Rick Geddes, Fire Chief  
                            Ed Chow, Manager of Corporate Services  
                            Nancy Owen, Executive Assistant

Regrets:

#### 1. CALL TO ORDER

The March 10, 2025, Regular Council Meeting was called to order at 4:00 PM.

##### 1.1 ACKNOWLEDGEMENT OF THE YUULU?IL?ATH

**Council would like to acknowledge the Yuulu?il?ath, on whose traditional territories the District of Ucluelet operates.**

##### 1.2 NOTICE OF VIDEO RECORDING

**Audience members and delegates were advised that this proceeding is being video recorded and broadcast on YouTube and Zoom, which may store data on foreign servers.**

#### 2. LATE ITEMS

There were no late items.

#### 3. APPROVAL OF THE AGENDA

##### 3.1 March 10, 2025, Regular Council Meeting Agenda

2025.2077.REGULAR *IT WAS MOVED AND SECONDED:*

***THAT*** the March 10, 2025, Regular Council Meeting Agenda be adopted as presented.

CARRIED.

#### 4. PUBLIC INPUT & DELEGATIONS

##### 4.1 Delegations

**Marcie DeWitt, Alberni Clayoquot Health Network (ACHN)**  
**Re: 2024 ACHN Update**

The delegate presented the 2024 ACHN highlights to council.

#### 5. UNFINISHED BUSINESS

There was no unfinished business.

#### 6. BYLAWS

##### 6.1 2025 - 2029 Five-Year Financial Plan Bylaw - Adoption **Jeffrey Cadman, Director of Finance**

2025.2078.REGULAR *IT WAS MOVED AND SECONDED:*  
***THAT** Council adopt the District of Ucluelet 2025–2029 Financial Plan*  
*Bylaw No. 1370, 2025.*

CARRIED.

#### 7. REPORTS

##### 7.1 Deputy Corporate Officer and Freedom of Information and Privacy Protection Head **Duane Lawrence, CAO**

2025.2079.REGULAR *IT WAS MOVED AND SECOND:*  
***THAT** Council appoint Mr. Ed Chow as Deputy Corporate Officer; and,*  
***THAT** Council appoint Mr. Ed Chow as the Freedom of Information and*  
*Privacy Protection Head;*  
*and further,*  
***THAT** Council rescind the appoint of Ms. Nancy Owen as Deputy*  
*Corporate Officer and Mr. Duane Lawrence as Freedom of Information and*  
*Privacy Protection Head.*

CARRIED.

##### 7.2 ACRD Multiuse Path (ʔapsčiiik t'ašii trail) **James Macintosh, Director of Engineering Services**

2025.2080.REGULAR *IT WAS MOVED AND SECONDED:*  
***THAT** Council direct staff to engage with ACRD to negotiate a cost-sharing*  
*maintenance agreement inclusive of service levels and future capital*  
*requirements for the multi-use path.*

CARRIED.

**7.3 Contract Authorization For General Engineering Services**  
**James Macintosh, Director of Engineering Services**

2025.2081.REGULAR *IT WAS MOVED AND SECONDED:*

**THAT** Council authorizes the Mayor and Corporate Officer to enter into an agreement between the District of Ucluelet and Koers & Associates Engineering Ltd. for general engineering consulting services for a period of three years.

CARRIED.

**7.4 Peninsula Road 4-Way Stop Sign**  
**James Macintosh, Director of Engineering Service**

2025.2082.REGULAR *IT WAS MOVED AND SECONDED:*

**THAT** Council support the continued use of the 4-way stop sign at the intersection of Peninsula Road and Bay Street.

CARRIED.

**7.5 Temporary Use Permit For 1054 Helen Road**  
**Anneliese Neweduk, Planner**

Bruce Greig, Director of Community Planning, presented the report to Council.

The applicant, Ayla Morrison, outlined the history of the property and the need for the TUP.

One public member on Zoom, Todd Evalina, spoke to Council about the TUP.

2025.2083.REGULAR *IT WAS MOVED AND SECONDED:*

**THAT** Council authorize the Director of Community Planning to issue Temporary Use Permit 25-01 to allow one vacation rental unit at 1054 Helen Road for a period of three years.

CARRIED.

**8. NOTICE OF MOTION**

There was no notice of motion.

**9. CORRESPONDENCE**

**9.1 Correspondence Related to Matterson Reservoir Housing Dev Post**  
**2025-02-25**

**9.2 Forest Glen Benches**

Council directed staff to continue the discussion with Forest Glen on their request.

**9.3 Ucluelet Harbour Foreshore Leasing**

Council directed staff to contact the Province for more information and ask for consideration of more notice time for the lease holder.

**9.4 221 Minato Rd (ERIF) - Deeply Subsidized Homes**

**9.5 Open Letter to Premier Eby and Minister Chandra Herbert**

Council directed staff to prepare a letter to the Premier and Minister of Tourism to support the B.C. Fairs, Festivals, and Events Fund.

**10. INFORMATION ITEMS**

**10.1 Water Treatment Plant Update**

***James Macintosh, Director of Engineering Service***

Mr. Macintosh spoke to Council about the progress of the Water Treatment Plant. The project is on track to be completed March 31, 2026.

**10.2 Fire and Emergency Services 2024 Annual Summary**

***Rick Geddes, Fire Chief***

Fire Chief spoke to Council about the 2024 highlights of the Fire Department's services. Council thanked the Chief and the department for its dedication and commitment to the community.

**10.3 Support for UBCM Resolution - Abbotsford**

**11. MAYOR'S ANNOUNCEMENTS AND COUNCIL COMMITTEE REPORTS**

**11.1 Councillor Shawn Anderson**

Councillor Anderson:

- Council to Council meeting with Yuułu?it?ath Government on March 6, 2025;
- attended a meeting about possible electrical boat building and sustainable energy project in Ucluelet; and
- met with Coast, a Non-Profit organization, on several marine related industry initiatives.

**11.2 Councillor Jennifer Hoar**

**11.3 Councillor Mark Maftei**

Councillor Maftei:

- attended the Council-to-Council meeting with Yuułu?it?ath Government on March 6, 2025; and
- attended the opening of the Ucluelet Aquarium on March 1, 2025.



## 11.4 Mayor Marilyn McEwen

Mayor McEwen:

- attended the Tourism Ucluelet meeting, Alberni-Clayoquot Regional District (ACRD) meeting and Ucluelet Chamber of Commerce AGM on February 26, 2025;
- met with M.P. Gord Johns on February 27, 2025;
- attended the ACRD COTW meeting on budget on March 5, 2025;
- attended Resort Municipalities collaborative Mayor's meeting and the Council-to-Council meeting with Yuułu?ił?ath Government on March 6, 2025;
- attended the Island Coast Economic Trust meeting on March 7, 2025; and
- attended the ACRD Board Governance Workshop on March 8, 2025.

## 12. QUESTION PERIOD

Staff read the email from Judy Gray regarding the four way stop agenda item.

## 13. CLOSED SESSION

### 13.1 Procedural Motion to Move In-Camera

2025.2084.REGULAR *IT WAS MOVED AND SECONDED:*

***THAT*** the March 10, 2025, Regular Council Meeting be closed to the public pursuant to the following sections of the Community Charter:

*90(1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality; and*

*90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.*

CARRIED.

The meeting was closed to the public at 7:11PM.  
Council returned to open session at 8:25 PM.

## 14. ADJOURNMENT

### 14.1 Procedural Motion to Adjourn

2025.2085.REGULAR *IT WAS MOVED AND SECONDED:*

***THAT*** the March 10, 2025, regular Council meeting be adjourned at 8:26 PM.

CARRIED.

**CERTIFIED CORRECT:**

---

Marilyn McEwen, Mayor

---

Corporate Officer



## **SPECIAL MEETING OF COUNCIL**

Held Electronically and in the George Fraser Community Room,  
Ucluelet Community Centre, 500 Matterson Drive, Ucluelet

**Tuesday, March 18, 2025 @ 4:00 PM**

### **MINUTES**

Present:      **Chair:**            Mayor McEwen  
                 **Council:**        Councillors Anderson, Hoar, and Maftai  
                 **Staff:**            Duane Lawrence, Chief Administrative Officer  
                            Bruce Greig, Director of Community Planning  
                            Ed Chow, Manager of Corporate Services  
                            Nancy Owen, Executive Assistant

Regrets:

#### **1. CALL TO ORDER**

The March 18, 2025, Special Council Meeting was called to order at 4:04 PM.

##### **1.1 ACKNOWLEDGEMENT OF THE YUULU?IL?ATH**

**Council would like to acknowledge the Yuulu?il?ath, on whose traditional territories the District of Ucluelet operates.**

#### **2. LATE ITEMS**

There were no late items.

#### **3. APPROVAL OF AGENDA**

##### **3.1 March 18, 2025, Special Council Meeting**

2025.2041.SPECIAL *IT WAS MOVED AND SECONDED:*

***THAT*** the March 18, 2025, special Council meeting agenda be adopted as presented.

CARRIED.

#### **4. CLOSED SESSION**

##### **4.1 Procedural Motion to Move In-Camera:**

2025.2042.SPECIAL *IT WAS MOVED AND SECONDED:*

**THAT** the March 18, 2025, special Council meeting be closed to the public pursuant to the following section of the Community Charter:  
90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

CARRIED.

## 5. ADJOURNMENT

### 5.1 Procedural Motion to Adjourn

2025.2043.SPECIAL *IT WAS MOVED AND SECONDED:*

**THAT** the March 18, 2025, special Council meeting be adjourned at 5:56 PM.

CARRIED.

**CERTIFIED CORRECT:**

---

Marilyn McEwen, Mayor

---

Corporate Officer



## REGULAR MEETING OF COUNCIL

Held Electronically and in the George Fraser Community Room,  
Ucluelet Community Centre, 500 Matterson Drive, Ucluelet

**Tuesday, March 25, 2025 @ 4:00 PM**

## MINUTES

Present:      **Chair:**            Mayor McEwen  
                 **Council:**        Councillors Anderson, Hoar, and Maftai  
                 **Staff:**            Duane Lawrence, Chief Administrative Officer  
                            Jeff Cadman, Director of Finance  
                            Bruce Greig, Director of Community Planning  
                            Abby Fortune, Director of Community Services  
                            James MacIntosh, Director of Engineering Services  
                            Ed Chow, Manager of Corporate Services  
                            Nancy Owen, Executive Assistant

Regrets:

### 1. CALL TO ORDER

The March 25, 2025, Regular Council Meeting was called to order at 4:00 PM.

#### 1.1 ACKNOWLEDGEMENT OF THE YUULU?IL?ATH

**Council would like to acknowledge the Yuulu?il?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

There were no late items.

### 3. APPROVAL OF THE AGENDA

#### 3.1 March 25, 2025, Regular Council Meeting Agenda

2025.2086.REGULAR *IT WAS MOVED AND SECONDED:*

***THAT the March 25, 2025, Regular Council Meeting Agenda be adopted as presented.***

CARRIED.

#### 4. ADOPTION OF MINUTES

##### 4.1 December 10, 2024 Regular Council Meeting Minutes

2025.2087.REGULAR *IT WAS MOVED AND SECONDED:*

***THAT*** the December 10, 2025, Regular Council Meeting Minutes be adopted as presented.

CARRIED.

#### 5. PUBLIC INPUT & DELEGATIONS

##### 5.1 Delegations

**Joshua Hunt, ERIF**

**Re: 221 Minato Road Submission**

The delegate updated Council about the status of the 221 Minato Road project.

#### 6. UNFINISHED BUSINESS

There was no unfinished business.

#### 7. REPORTS

##### 7.1 2025 By-election

***Ed Chow, Manager of Corporate Services***

2025.2088.REGULAR *IT WAS MOVED AND SECOND:*

***THAT*** Council approve the proposal from Panneton & Associates to provide by-election services for the District's upcoming by-election for the vacant Councillor seat.

CARRIED.

##### 7.2 ADU Covenant Authorization - 238 Matterson Drive

***Maddie Haynes, Planning Assistant***

2025.2089.REGULAR *IT WAS MOVED AND SECOND:*

***THAT*** Council authorize the Mayor and Corporate Officer to execute the Section 219 restrictive covenant for 238 Matterson Drive for registration at the Land Title Office.

CARRIED.

##### 7.3 Zoning Amendment, Development Permit, and Variances for 1351 Eber Road

***Anneliese Neweduk, Planner***

2025.2090.REGULAR *IT WAS MOVED AND SECOND:*

**THAT** Council direct staff to give notice of first reading for District of Ucluelet Zoning Amendment Bylaw No. 1369, 2025, and  
**THAT** Council direct staff to give statutory notice to receive input on Development Variance Permit 24-06.

CARRIED.

**7.4 Design Contract, Sanitary Sewer Projects**  
**James Macintosh, Director of Engineering Services**

2025.2091.REGULAR IT WAS MOVED AND SECOND:

**THAT** Council authorize the Mayor and Corporate Officer to execute a contract between the District of Ucluelet and Koers & Associates for \$260,000 plus GST for the design of sanitary sewer projects 1, 2, 4, 5, and 6 as outlined in report number 25-35.

CARRIED.

**7.5 2025 Grants In Aid and In-kind Contributions Award**  
**Abby Fortune, Director of Community Services**

**Councillor Maftei declared conflict of interest and log off the council meeting at 4:57pm.**

2025.2092.REGULAR IT WAS MOVED AND SECOND:

**THAT** Council approve the Grants in Aid for 2025 as outlined in Appendix A, 'Schedule of 2025 Grants in Aid and Council Contribution Requests' attached to staff report No. 25-34. Regarding the In-Kind contributions, Council directed staff to reduce the total In-Kind contributions by \$275, with the reduction applied proportionally to each applicant.

CARRIED.

Mayor McEwen recessed the meeting at 5:03 p.m.  
Mayor McEwen reconvened the meeting at 5:08 p.m.  
Councillor Maftei logged back on the council meeting at 5:08pm.

**8. INFORMATION ITEMS**

**8.1 Parks & Recreation Master Plan**  
**Abby Fortune, Director of Community Services**

Stephen Slawuta from RCS Strategies discussed the work plan of the Parks & Recreation Master Plan with Council.

**8.2 Council Strategic Priorities Update**  
**Duane Lawrence, CAO**

CAO Duane Lawrence provided a quarterly update on Council's strategic priorities.

**8.3 Ucluelet Parking Program**  
***Duane Lawrence, CAO***

CAO Duane Lawrence provided an updated overview of the parking program to Council.

**8.4 RCMP Monthly Policing Report February 2025**  
***Marc Jones, Sergeant, Ucluelet RCMP Detachment***

February 2025's RCMP Ucluelet Detachment Report was presented to Council for review.

**9. NOTICE OF MOTION**

There was no notice of motion.

**10. CORRESPONDENCE**

**10.1 Water Flushing**  
***Lara Kemps, Black Rock Resort***

**10.2 A Summary of Federal Capital Investments within Your Jurisdiction**  
***Gord Johns, MP, Courtenay-Alberni***

**10.3 Feedback Requested: Reforming the Local Government Act - A Roadmap**  
***Ben Geselbracht, AVICC President, Councillor, City of Nanaimo***

**11. MAYOR'S ANNOUNCEMENTS AND COUNCIL COMMITTEE REPORTS**

**11.1 Mayor McEwen expressed her gratitude to CAO Duane Lawrence for his dedicated service to the community and wished him a happy and fulfilling retirement.**

**Mayor McEwen also announced that interim CAO Richard Harding will begin his role on March 31, 2025.**

**Additionally, Mayor McEwen thanked Executive Assistant Nancy Owen for her invaluable contributions to the community and wished her all the best in her future endeavors.**

**11.2 Councillor Shawn Anderson**

- met with Coast, a Non-Profit organization, on blue economy initiative; and**
- attended LGLA forum leadership academy; and**
- attended March 18, 2025, Special Council meeting; and**



- attended Alberni Clayoquot health network meeting on March 19; and
- attended a lot 13 meeting on March 19.

**11.3 Councillor Jennifer Hoar**

- attended LGLA forum leadership academy.

**11.4 Councillor Mark Maftai**

- expressed gratitude to everyone for attending the grand opening of the Amphitrite House and contributing to the success of the project.

**11.5 Mayor McEwen**

- met with Coast, a Non-Profit organization, on blue economy initiative; and
- attended LGLA forum leadership academy; and
- attended Chowder Chowdown on March 16; and
- attended March 18 Special Council meeting; and
- attended ACRD COTW meeting on March 19.

**12. QUESTION PERIOD**

- 12.1 Dario Corlazzoli, a member of the audience, addressed Council regarding the 211 Minato Road project.**

**13. ADJOURNMENT**

**13.1 Procedural Motion to Adjourn**

2025.2093.REGULAR *T WAS MOVED AND SECONDED:*

*THAT the March 25, 2025, Regular Council Meeting be adjourned at 6:05PM.*

CARRIED.

**CERTIFIED CORRECT:**

---

Marilyn McEwen, Mayor

---

Corporate Officer





## REGULAR MEETING OF COUNCIL

Held Electronically and in the George Fraser Community Room,  
Ucluelet Community Centre, 500 Matterson Drive, Ucluelet

**Tuesday, April 15, 2025 @ 4:00 PM**

### MINUTES

Present:      **Chair:**            Mayor McEwen  
                 **Council:**        Councillors Anderson, Hoar, and Maftai  
                 **Staff:**            Richard Harding, Chief Administrative Officer  
                            Jeff Cadman, Director of Finance  
                            Bruce Greig, Director of Community Planning  
                            James MacIntosh, Director of Engineering Services  
                            Ed Chow, Manager of Corporate Services

Regrets:

#### 1. CALL TO ORDER

The April 15, 2025, Regular Council Meeting was called to order at 4:00 PM.

##### 1.1 ACKNOWLEDGEMENT OF THE YUULU?IL?ATH

**Council would like to acknowledge the Yuulu?il?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

There were no late items.

#### 3. APPROVAL OF THE AGENDA

##### 3.1 April 15, 2025, Regular Meeting Agenda

2025.2095.REGULAR *IT WAS MOVED AND SECONDED:*

***THAT*** the April 15, 2025, Regular Council Meeting Agenda be adopted as presented.

CARRIED.

#### **4. ADOPTION OF MINUTES**

##### **4.1 December 12, 2024 Special Committee of the Whole Meeting Minutes**

2025.2096.REGULAR *IT WAS MOVED AND SECONDED:  
THAT the December 12, 2024, Special Committee of the Whole Meeting Minutes be adopted as presented.*

CARRIED.

##### **4.2 December 19, 2024, Special Council Meeting**

2025.2097.REGULAR *IT WAS MOVED AND SECONDED:  
THAT the December 19, 2024, Special Council Meeting Minutes be adopted as presented.*

CARRIED.

##### **4.3 January 14, 2025, Regular Council Meeting**

2025.2098.REGULAR *IT WAS MOVED AND SECONDED:  
THAT the January 14, 2025, Regular Council Meeting Minutes be adopted as presented.*

CARRIED.

##### **4.4 January 21, 2025, Special Council Meeting**

2025.2099.REGULAR *IT WAS MOVED AND SECONDED:  
THAT the January 21, 2025, Special Council Meeting Minutes be adopted as presented.*

CARRIED.

##### **4.5 January 28, 2025, Regular Council Meeting**

2025.2100.REGULAR *IT WAS MOVED AND SECONDED:  
THAT the January 28, 2025, Regular Council Meeting Minutes be adopted as presented.*

CARRIED.

##### **4.6 January 30, 2025, Special Council Meeting**

2025.2101.REGULAR *IT WAS MOVED AND SECONDED:  
THAT the January 30, 2025, Special Council Meeting Minutes be adopted as presented.*

CARRIED.

##### **4.7 February 5, 2025 Special Council Meeting**

2025.2102.REGULAR *IT WAS MOVED AND SECONDED:  
THAT the February 5, 2025, Special Council Meeting Minutes be adopted as presented.*

CARRIED.

**4.8 February 6, 2025, Committee of the Whole Meeting**

2025.2103.REGULAR *IT WAS MOVED AND SECONDED:  
THAT the February 6, 2025, Committee of the Whole Meeting Minutes be adopted as presented.*

CARRIED.

**4.9 February 7, 2025, Special Council Meeting**

2025.2104.REGULAR *IT WAS MOVED AND SECONDED:  
THAT the February 7, 2025, Special Council Meeting Minutes be adopted as presented.*

CARRIED.

**4.10 February 11, 2025, Regular Council Meeting**

2025.2105.REGULAR *IT WAS MOVED AND SECONDED:  
THAT the February 11, 2025, Regular Council Meeting Minutes be adopted as presented.*

CARRIED.

**4.11 February 25, 2025, Regular Council Meeting**

2025.2106.REGULAR *IT WAS MOVED AND SECONDED:  
THAT the February 25, 2025, Regular Council Meeting Minutes be adopted as presented.*

CARRIED.

**5. UNFINISHED BUSINESS**

There were no unfinished business.

**6. BYLAWS**

**6.1 Taxation Rates Bylaw**

***Jeffrey Cadman, Director of Finance***

2025.2107.REGULAR *IT WAS MOVED AND SECONDED:  
THAT Council give first, second and third reading to District of Ucluelet Annual Tax Rates Bylaw No. 1371, 2025.*

CARRIED.

**6.2 Public Notice Bylaw**

***Ed Chow, Manager of Corporate Services***

2025.2108.REGULAR *IT WAS MOVED AND SECONDED:  
THAT Council give first, second and third reading to District of Ucluelet Public Notice Bylaw No. 1377, 2025.*

CARRIED.

**6.3 Traffic and Parking Bylaw**  
**Ed Chow, Manager of Corporate Services**

2025.2109.REGULAR *IT WAS MOVED AND SECONDED:*  
***THAT** Council give first, second and third reading to District of Ucluelet*  
*Traffic and Parking Bylaw No.1376, 2025.*

CARRIED.

**7. REPORTS**

**7.1 Appointment of Corporate Officer**  
**Richard Harding, Interim CAO**

2025.2110.REGULAR *IT WAS MOVED AND SECONDED:*  
***THAT** Council appoint Mr. Ed Chow as the Corporate Officer for the*  
*District; and,*  
***THAT** Council rescind the appointment of Mr. Duane Lawrence as the*  
*Corporate Officer for the District.*

CARRIED.

**7.2 Appointments of Election Officials**  
**Ed Chow, Manager of Corporate Services**

2025.2111.REGULAR *IT WAS MOVED AND SECONDED:*  
***THAT** Council, pursuant to Section 58(1) and (2) of the Local Government*  
*Act, appoint Mark Brown of Panneton & Associates Ltd. as Chief Election*  
*Officer for the purpose of conducting the 2025 By-Election effective April*  
*15, 2025, with the power to appoint other election officials as required for*  
*the administration and conduct of the 2025 By-Election; and*  
***THAT** Ed Chow, Manager of Corporate Services and Kelly Wharton of*  
*Panneton & Associates Ltd., be appointed as Deputy Chief Election Officer*  
*for the 2025 By-election, effective April 15, 2025.*

CARRIED.

**7.3 Contract Award - Water Treatment Plant Upgrades: Building Supply**  
**Package**  
**James Macintosh, Director of Engineering Services**

2025.2112.REGULAR *IT WAS MOVED AND SECONDED:*  
***THAT** Council authorize the Mayor and Corporate Officer to enter into a*  
*contract with JCI Buildings Ltd. for the supply of a pre-engineered building*  
*for the Water Treatment Upgrades project, in the amount of \$1,130,000*  
*plus GST.*

CARRIED.

**7.4 Contract Award - Water Treatment Plant Upgrades: Filter Supply Package**

***James Macintosh, Director of Engineering Services***

2025.2113.REGULAR *IT WAS MOVED AND SECONDED:*

***THAT*** Council authorize the Mayor and Corporate Officer to enter into a contract with AWC Water Solutions Ltd. for the supply of a municipal water filtration system for the Lost Shoe Creek Aquifer (LSCA) Water Treatment Plant in the amount of \$1,460,000 plus GST.

CARRIED.

**8. NOTICE OF MOTION**

There was no notice of motion.

**9. CORRESPONDENCE**

**9.1 Cannabis Taxation Sharing & Municipal - Owned Cannabis Retail Stores**

**9.2 Tonight's Council Meeting**

**10. MAYOR'S ANNOUNCEMENTS AND COUNCIL COMMITTEE REPORTS**

**10.1 Mayor Marilyn McEwen**

Mayor McEwen:

- spoke to receiving notice regarding business license renewals, which must be completed by May 1. The notice was sent via Ukee mail and is also posted on the website.
- mentioned that two open houses are scheduled regarding the new pay parking program.

**10.2 Councillor Shawn Anderson**  
***Deputy Mayor, April 1 - June 30, 2025***

Councillor Anderson:

- spoke to his attendance at the 2025 Association of Vancouver Island and Coastal Communities (AVICC) AGM and Convention and participation in the community healthcare discussion.

**10.3 Councillor Jennifer Hoar**  
***Deputy Mayor, January 1 - March 31, 2025***

Councillor Hoar:

- reported on her attendance at a planning workshop.
- spoke to her attendance at the AVICC AGM and Convention and the Community Healthcare discussion.

- further discussed attending a smaller workshop on redefining regional and community economic development, which was chaired by the Island Economic Trust.

#### **10.4 Councillor Mark Maftei** *Deputy Mayor, October 1 - December 31, 2025*

Councillor Maftei:

- spoke to his attendance at the AVICC AGM and Convention and their participation in four presentations on public health themes.

#### **10.5 Mayor Marilyn McEwen**

Mayor McEwen:

- Spoke to attending the March 26, 2025 Alberni-Clayoquot Regional District Board meeting via Zoom, where the board adopted their 5-year financial plan.
- Attended the Senior's lunch at Forest Glen on March 31, 2025, with Senior's Advocate Dan Levitt in attendance.
- Participated in the April 3, 2025 Resort Community Collaborative Mayors meeting
- Attended the April 3, 2025 Tourism Ucluelet meeting at BlackRock.
- Met with the individual conducting the service review on April 3, 2025.
- Attended the April 4, 2025 regular tariff response meetings on Teams.
- On April 9, 2025, participated in both the Barkley Community Forest Corporation Board meeting and the Alberni-Clayoquot Regional District Board meeting.
- Attended the Tourism Ucluelet AGM at BlackRock on April 9, 2025.
- Spoke to her participation in the AVICC AGM and Convention from April 10-13, 2025.

### **11. QUESTION PERIOD**

There were no questions or comments.

### **12. CLOSED SESSION**

#### **12.1 Procedural Motion to Move In-Camera**

2025.2114.REGULAR *IT WAS MOVED AND SECONDED:*

***THAT*** the April 15, 2025, Regular Council Meeting be closed to the public pursuant to the following sections of the Community Charter:



*90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.*

CARRIED.

The meeting was closed to the public at 5:15 PM.  
Council returned to open session at 6:07 PM.

### **13. ADJOURNMENT**

#### **13.1 Procedural Motion to Adjourn**

2025.2115.REGULAR *IT WAS MOVED AND SECONDED:*

***THAT*** *the April 15, 2025, Regular Council Meeting be adjourned at 6:07 PM*

CARRIED.

**CERTIFIED CORRECT:**

---

Marilyn McEwen, Mayor

---

Corporate Officer





## 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](mailto: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: \_\_\_\_\_

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.





## DISTRICT OF UCLUELET

### Request to Appear as a Delegation

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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](mailto:info@ucluelet.ca).

Requested Council Meeting Date: April 29, 2025

Organization Name: Ucluelet Chamber of Commerce

Name of person(s) to make presentation: Craig Stewart

Topic: Traffic and Parking Bylaw

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

Please describe:

Offering the perspective the Ucluelet Chamber of Commerce

Contact person (if different from above): \_\_\_\_\_

Telephone Number and Email: [REDACTED] cstewart@crlawyers.ca

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: April 29, 2025

500 Matterson Drive, Ucluelet, BC V0R 3A0

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**FROM:** JEFFREY CADMAN, DIRECTOR OF FINANCE

**FILE No:** 3900-25

**SUBJECT:** TAX RATES BYLAW - ADOPTION

**REPORT No:** 25-50

**ATTACHMENT(s):** APPENDIX A - UCLUELET ANNUAL TAX RATES BYLAW No. 1371, 2025  
APPENDIX B - REPORT No. 25-43

---

**RECOMMENDATION(s):**

**THAT** Council adopt *District of Ucluelet Annual Tax Rates Bylaw No. 1371, 2025*.

**BACKGROUND:**

On April 15, 2025, Council gave first, second and third reading to District of Ucluelet Annual Tax Rates Bylaw No. 1371, 2025 (the "Tax Rates Bylaw"). For additional information refer to Report No. 25-43 (Appendix B). Since the Bylaw has received first through third readings, Council is now in a position to adopt bylaw 1371.

**POLICY OR LEGISLATIVE IMPACTS:**

The Tax Rates Bylaw enables the District of Ucluelet to meet the obligation of levying and collecting taxes for other bodies.

**Respectfully submitted:**      **Jeffrey Cadman, Director of Finance**





## DISTRICT OF UCLUELET

### Bylaw No. 1371, 2025

A Bylaw for the Levying of Taxation Rates for Municipal, Debt, Regional Library, Regional Hospital, and Regional District Purposes for the year 2025

---

**WHEREAS** Section 197 of the *Community Charter* requires that a Council must adopt a bylaw to impose rates on all taxable land and improvements for the current year;

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

#### Title

1. This bylaw may be cited for all purposes as "**District of Ucluelet Annual Tax Rates Bylaw No. 1371, 2025**".

#### Enactment

2. The following taxes rates are hereby imposed and levied for the year 2025:
  - I. General Municipal Purposes - For all lawful General Municipal purposes of the municipality on the value of land and improvements taxable for general municipal purposes, rates appearing in Column I of Schedule "A" attached hereto and forming a part of this bylaw.
  - II. Regional District Purposes - For purposes of the Alberni-Clayoquot Regional District on the value of land and improvements taxable for regional district purposes, rates appearing in Column II of Schedule "A" attached hereto and forming a part of this bylaw.
  - III. Regional Hospital District - For Hospital purposes on the value of land and improvements taxable for regional hospital district purposes, rates appearing in Column III of Schedule "A" attached hereto and forming a part of this bylaw.
  - IV. Library - For Library purposes on the value of land and improvements taxable for regional library purposes, rates appearing in Column IV of Schedule "A", attached hereto and forming a part of this bylaw.

#### Effective Date

3. The rates and taxes shall be considered to have been imposed on and from the first day of January 2025.

#### Terms of Payment and Penalties

4. The aforementioned rates and taxes shall be due and payable on or before July 2, 2025 at the municipal office of the District of Ucluelet, at Ucluelet in the Province of British Columbia.

4. There shall be added to the unpaid taxes levied for the year 2025, in respect of each parcel of land and improvements thereon on the real property tax roll, ten percent (10%) of the amount unpaid as of the second day of July 2025.

**READ A FIRST TIME** this <sup>th</sup> day of **April, 2025**.

**READ A SECOND TIME** this <sup>th</sup> day of **April, 2025**.

**READ A THIRD TIME** this <sup>th</sup> day of **April, 2025**.

**ADOPTED** this <sup>th</sup> day of **April, 2025**.

**CERTIFIED CORRECT;** " District of Ucluelet Annual Tax Rates Bylaw No. 1371, 2025".

---

Marilyn McEwen  
Mayor

---

Corporate Officer

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

---

Corporate Officer

## Schedule "A"

### "District of Ucluelet Annual Tax Rates Bylaw No. 1371, 2025"

		<b>I</b>	<b>II</b>	<b>III</b>	<b>IV</b>
<b>Class</b>	<b>Class Name</b>	<b>General Municipal</b>	<b>Alberni- Clayoquot Regional District</b>	<b>Regional Hospital District</b>	<b>Library</b>
1	Residential	3.42958	0.531732	0.128567	0.117434
2	Utilities	31.29488	1.861063	0.449984	1.071587
3	Supportive Housing	3.42958	0.531732	0.571010	0.117434
4	Major Industry	12.00353	1.807890	0.437128	0.411020
5	Light Industry	18.16041	1.807890	0.437128	0.621843
6	Commercial	12.51795	1.302744	0.314989	0.428635
7	Managed Forest Lands	3.45379	0.531732	0.571010	0.457418
8	Recreational	14.40422	0.531732	0.128567	0.457418



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**FROM:** JEFFREY CADMAN, DIRECTOR OF FINANCE

**FILE NO:** 3900-25 BYLAW 1371

**SUBJECT:** FIVE-YEAR FINANCIAL PLAN AND TAX RATE BYLAWS

**REPORT NO:** 25-43

**ATTACHMENT(S):** APPENDIX A - UCLUELET ANNUAL TAX RATES BYLAW No. 1371, 2025

---

**RECOMMENDATION(S):**

**THAT** Council give first, second and third reading to *District of Ucluelet Annual Tax Rates Bylaw No. 1371, 2025*.

**BACKGROUND:**

**Tax Rates Bylaw**

Section 197 of the *Community Charter* states:

- 197 (1) Each year, after adoption of the financial plan but before May 15, a council must, by bylaw, impose property value taxes for the year by establishing tax rates for*
- a) the municipal revenue proposed to be raised for the year from property value taxes, as provided in the financial plan, and*
  - b) the amounts to be collected for the year by means of rates established by the municipality to meet its taxing obligations in relation to another local government or other public body.*

The required tax levy for the District is established by the Financial Plan Bylaw. The levy amount is applied to the revised assessment roll and determines the levy amount allocated to property owners by property class and assessed value. The revised roll was issued in March 2025 and incorporates any assessment appeals that have been resolved since January 2025.

Property owners should note a variety of factors influence the assessment values on which final tax rates are based and the impact on individual properties will vary.

The same allocation process is used to allocate the dollar values levied by the Regional and Hospital Districts, and the Library. Other jurisdictions levy by issuing the rates directly. These are not included in this bylaw as they have already been established under provincial legislation. They include the School Tax, Policing, Municipal Finance Authority, and BC Assessment.

In accordance with the *Community Charter*, a municipality must annually adopt their financial plan and tax rates bylaw by May 15 of each year.

The proposed Annual Tax Rates Bylaw No. 1371, 2025 would replace the current Tax Rates bylaw from 2024.

**POLICY OR LEGISLATIVE IMPACTS:**

The 2025 Annual Tax Rates Bylaw enables the District of Ucluelet to meet the obligation of levying and collecting taxes for other bodies.

**Respectfully submitted:**        **Jeffrey Cadman, Director of Finance**

**Approved by:**                    **Richard Harding, Interim CAO**



## REPORT TO COUNCIL

Council Meeting: April 29, 2025  
500 Matterson Drive, Ucluelet, BC V0R 3A0

---

**FROM:** ED CHOW, MANAGER OF CORPORATE SERVICES

**FILE NO:** 4200-20

**REPORT NO:** 25-49

**SUBJECT:** PUBLIC NOTICE BYLAW

**ATTACHMENT(S):** APPENDIX A – DISTRICT OF UCLUELET PUBLIC NOTICE BYLAW No. 1377, 2025

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**RECOMMENDATION(S):**

**THAT** Council adopt the *District of Ucluelet Public Notice Bylaw No.1377, 2025*.

**BACKGROUND:**

On April 15, 2025, Council gave first, second, and third readings to District of Ucluelet Public Notice Bylaw No. 1377, 2025. With these readings complete, Council is now in a position to adopt Bylaw No. 1377, 2025.

Upon adoption, the District will be able to use its website ([www.ucluelet.ca](http://www.ucluelet.ca)) and the UKEE MAIL email subscription service to meet statutory public notice requirements.

**Respectfully submitted:** Ed Chow, Manager of Corporate Services

**Approved by:** Richard Harding, Interim CAO





## **DISTRICT OF UCLUELET**

### **Bylaw No. 1377, 2025**

A bylaw to provide for an alternative means of publishing a notice.

---

**WHEREAS** pursuant to section 94.2 of the Community Charter, the District of Ucluelet may adopt a Bylaw to provide an alternative means of publishing public notice;

**AND WHEREAS** pursuant to section 94.2 of the Community Charter and section 2 of the Public Notice Regulation, B.C. Reg. 52/2022, the District of Ucluelet considers the means of publication set by this Bylaw to be reliable, suitable for providing notices, and accessible;

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

#### **Title**

1. This bylaw may be known and cited for all purposes as the **“District of Ucluelet Public Notice Bylaw No. 1377, 2025”**.
2. That the means of publication for public notice requirements under the Community Charter, Local Government Act, or any other enactment may be given by the following methods:
  - (i) electronically by posting the notice on the District of Ucluelet website; and
  - (ii) electronically by distributing the notice through the District of Ucluelet email subscription service UKEE MAIL.
3. That the public notice posting places means:
  - (i) the notice board at the District’s office; and
  - (ii) the notice board at the Ucluelet Community Center.

**READ A FIRST TIME** this \*\* day of \*\*\*, 20\*\*..

**READ A SECOND TIME** this \*\* day of \*\*\*, 20\*\*.

**READ A THIRD TIME** this \*\* day of \*\*\*, 20\*\*..

**ADOPTED** this \*\* day of \*\*\*, 20\*\*.

**CERTIFIED CORRECT;** "District of Ucluelet Public Notice Bylaw No. 1377, 2025".

---

Marilyn McEwen

---

Mayor

---

Corporate Officer

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

---

Corporate Officer

**FROM:** ED CHOW, MANAGER OF CORPORATE SERVICES

**FILE NO:** 8400-20

**REPORT NO:** 25- 52

**SUBJECT:** TRAFFIC AND PARKING BYLAW

**ATTACHMENT(S):** APPENDIX A – DISTRICT OF UCLUELET TRAFFIC AND PARKING BYLAW No. 1376, 2025

**RECOMMENDATION(S):**

**THAT** Council adopt the *District of Ucluelet Traffic and Parking Bylaw No.1376, 2025*.

**BACKGROUND:**

On April 15, 2025, Council gave first, second, and third readings to the District of Ucluelet Traffic and Parking Bylaw No. 1376, 2025. With these readings complete, Council is now in a position to adopt Bylaw No. 1376, 2025.

On April 16, 2025, staff hosted two information sessions (for stakeholders and the general public). Participants expressed concerns about the proposed pay parking program, including the potential decline in visitors and its negative impact on local businesses.

**ANALYSIS OF OPTIONS:**

**Option A – Adopt the District’s Traffic and Parking Bylaw No. 1376, 2025**

Proceeding with the adoption of the District’s Traffic and Parking Bylaw will ensure the parking program is launched as originally planned. The intent is to gather feedback over the first couple of months and bring an amendment to Council later in the year based on the insights received.

**Option B – Delay the Adoption of the District’s Traffic and Parking Bylaw No. 1376, 2025**

Delaying adoption would provide an opportunity to adjust the parking program in response to concerns raised during the information sessions and by local residents and businesses.

A	Adopt the Traffic and Parking Bylaw	<u>Pros</u>	<ul style="list-style-type: none"> <li>Ensures the parking program is implemented as originally planned.</li> <li>Captures parking revenue for the month of May, including the May long weekend, and the subsequent peak tourism season.</li> </ul>
		<u>Cons</u>	<ul style="list-style-type: none"> <li>Unable to make any adjustments to the parking program to address the concerns received.</li> </ul>
		<u>Implications</u>	<ul style="list-style-type: none"> <li>Keeps the parking program on track</li> <li>Staff may experience an increased workload due to parking-related complaints.</li> </ul>

<b>B</b>	<b>Delay the adoption of the Traffic and Parking Bylaw</b>	<u>Pros</u>	<ul style="list-style-type: none"> <li>Provides an opportunity to adjust the program in response to the concerns raised.</li> </ul>
		<u>Cons</u>	<ul style="list-style-type: none"> <li>Risk of losing projected parking revenue for 2025.</li> </ul>
		<u>Implications</u>	<ul style="list-style-type: none"> <li>Delays the implementation of the parking program.</li> </ul>
		<u>Suggested Motion</u>	THAT Council direct staff to further engage with the community and return with options for implementing the parking program.

**Respectfully submitted:** Ed Chow, Manager of Corporate Services

**Approved by:** Richard Harding, Interim CAO

## DISTRICT OF UCLUELET

### Bylaw No. 1376, 2025

A bylaw to regulate traffic and parking in the District of Ucluelet

---

**WHEREAS** the *Community Charter*, the *Transportation Act* and the *Motor Vehicle Act* authorize a local government to regulate, prohibit and impose requirements in relation to Traffic and Parking;

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

#### 1. **INTERPRETATION**

1. This Bylaw may be cited as the “**Traffic and Parking Bylaw No. 1376, 2025**”.
2. The District of Ucluelet “Traffic and Parking Bylaw No. 948, 2004” and amendments thereto are hereby repealed.

#### 2. **EXEMPTIONS**

1. This Bylaw does not apply to Emergency Vehicles.
2. Notwithstanding anything elsewhere contained in this Bylaw, the provisions relating to the Stopping or Parking of Vehicles do not apply to:
  - a) Vehicles used in conjunction with the servicing of public utilities including telephone systems, electric systems, natural gas systems and cablevision systems;
  - b) District and other government Vehicles; or
  - c) towing service Vehicles,

while such Vehicles are actually engaged in works of necessity on a Street requiring them to be Stopped or Parked.

3. Drivers of Vehicles referred to in section 2.2 shall take reasonable measures to provide caution to the public when those Vehicles are Parked or Stopped on the Street.
4. This Bylaw does not apply to provincial public highways as defined in the *Transportation Act*.

#### 3. **DEFINITIONS**

In this Bylaw:

“**Angle Parking**” means the Parking of a Vehicle other than parallel to the Curb.

“**Boulevard**” means the area between the Street and the adjacent property line, including

the Sidewalk.

**“Bylaw Enforcement Officer”** has the meaning set out in section 5(1) of this Bylaw.

**“Commercial Trailer”** means a Trailer having a Gross Vehicle Weight of more than 700 kilograms, but does not include a Recreational Vehicle.

**“Commercial Vehicle”** means a Vehicle that is defined as a “Commercial Vehicle” under the *Commercial Transportation Act* and licensed as such, or any Vehicle not so licensed but which is used for the collection or delivery, or both, of goods, wares, merchandise, or other commodity in the ordinary course of a business undertaking, and displaying a valid decal or plate issued by a municipality for the purpose of identifying a Commercial Vehicle.

**“Construction Vehicle”** means a Commercial Vehicle that is at any time used to deliver construction materials or equipment, or used to do construction work.

**“Crosswalk”** means:

- a) a portion of the Street distinctly indicated for pedestrian crossing by signs, lines or other markings on the surface; or
- b) the portion of a Street at an intersection that is included within the connection of the lateral lines of the Sidewalks on the opposite sides of the Street, or within the extension of the lateral lines of the Sidewalk on one side of the Street, measured from the Curb or, in the absence of a Curb, the edge of the Street.

**“Curb”** means the portion of the Boulevard that borders on the Street.

**“Cycle”** means a device having any number of wheels that is propelled by human power and on which a person may ride, and includes a motor assisted Cycle but does not include any device that is gas powered, a skate board, roller skates or inline roller blades.

**“Derelict Vehicle”** means a Vehicle that is inoperable, partially or totally disassembled, substantially damaged, wrecked, dilapidated, abandoned, unregistered and/or unlicensed for the current year or parts thereof.

**“Disabled Zone”** means a parking zone identified by a disabled parking sign.

**“Emergency Vehicles”** mean Vehicles:

- a) carrying rescue or first aid equipment where there is an emergency justifying a rate of speed in excess of any maximum rate of speed provided for in the *Motor Vehicle Act*;
- b) driven by a member of a fire department in the discharge of their duties; and
- c) driven by a Peace Officer in the discharge of their duties.

**“Engineer”** means the Director of Engineering or their delegate.

**“Gross Vehicle Weight”** means the combined weight of the Vehicle without the load plus the weight of any load thereon.

**“Owner”**, as applied to a Vehicle, means:

- a) the person who holds the legal title of the Vehicle,
- b) a person who is a conditional vendee, a lessee or a mortgagor, and is entitled to be in possession of the Vehicle, or
- c) the person in whose name the Vehicle is registered.

**“Park”** means the standing of a Vehicle upon a Street, whether occupied or not, except when the Vehicle is standing temporarily for the purpose of loading or unloading the Vehicle while it is actively being loaded or unloaded.

**“Parking Permit”** means a document issued by the District which grants permission to Park a Vehicle in a Pay Parking Zone.

**“Pay Parking Zone”** means the areas designated by this Bylaw that require a Parking Permit to Park within.

**“Peace Officer”** means a police officer or other person employed for the preservation and maintenance of the public peace.

**“Permanent Resident”** means a person that occupies their residence for a period of greater than six months within a calendar year.

**“Permit”** means a document issued by a Bylaw Enforcement Officer pursuant to this Bylaw.

**“Recreational Vehicle”** means:

- a) a Vehicle or Trailer designed, used or intended to be used primarily for accommodation during travel or recreation; and
- b) a boat or other vessel that is intended for use on water.

**“Sidewalk”** means that portion of the Boulevard improved for the use of pedestrians.

**“Stop”** means:

- a) when required, a complete cessation from movement, and
- b) when prohibited, the stopping or standing of a Vehicle, whether occupied or not, except when necessary to avoid conflict with other Traffic or to comply with the directions of a Bylaw Enforcement Officer or Traffic Control Device.

**“Street”** includes every:

- a) highway as defined in the *Transportation Act*;
- b) road, street, lane or right of way that is designated for or used by the general public for the passage of Vehicles;

- c) passageway to a private place to which the public, for the purpose of Parking or servicing Vehicles, has access or is invited; and
- d) every other place to which the public has access for Parking, including any District owned parking lot.

**“Superintendent”** means the Manager of Operations or their delegate.

**“Traffic”** includes pedestrians, Vehicles, cycles, ridden or herded animals, and other conveyances, either singly or together, while using a Street to travel.

**“Traffic Control Device”** means a sign, signal, line, meter, marking, space, barrier or device, placed or erected by authority of the Minister of Transportation and Highways, the Council of the District, the Engineer/Superintendent or a person authorized by any of them to exercise that authority, for the guidance, regulation, warning, direction, or prohibition of Traffic.

**“Trailer”** means a Vehicle without motor power designed to be drawn by or used in conjunction with a motor Vehicle but does not include an implement of husbandry or a sidecar attached to a motorcycle.

**“Vehicle”** means a device in, on or by which a person or thing is or may be transported or drawn on a Street, except a device designed to be moved by human power or used exclusively on stationary rails or tracks.

#### **4. GENERAL POWERS OF ENGINEER & SUPERINTENDENT**

1. The Engineer and Superintendent are authorized to locate, establish and maintain upon any Street or Boulevard such Traffic Control Devices as may be deemed necessary for the regulation, direction, control, or prohibition of Traffic.
2. The District Engineer and Superintendent are authorized to, at their discretion, temporarily close any Street for any of the following purposes:
  - a) construction, maintenance, or both, of any Street or Boulevard, or anything ancillary to any of them;
  - b) installation, maintenance or removal of utilities;
  - c) construction of buildings on abutting properties if, in the opinion of the Engineer or Superintendent, such closure, occupation, or both, is desirable to facilitate such construction or is necessary to protect the public during such construction;
  - d) a parade, festival, or block party; and
  - e) temporary Parking of Construction Vehicles, Trailers or containers on a Street pursuant to a Permit.
3. The Engineer and Superintendent are authorized, at their discretion, to give written authorization to any person otherwise in violation of the Stopping and Parking regulations contained in this Bylaw.



## **5. DESIGNATION & GENERAL POWERS OF BYLAW ENFORCEMENT OFFICERS**

1. For the purposes of this Bylaw, a Bylaw Enforcement Officer includes:
  - a) any person appointed by the District to enforce its bylaws;
  - b) the Engineer;
  - c) the Superintendent;
  - d) the Chief Administrative Officer; and
  - e) Peace Officers.
2. A Bylaw Enforcement Officer is authorized and empowered to:
  - a) inspect, compel, and require that all the regulations and provisions prescribed in this Bylaw are carried out;
  - b) cause any Vehicle that is Parked or Stopped in contravention of this Bylaw to be removed and stored;
  - c) issue bylaw offence notices on any Vehicle that is Parked or Stopped in contravention of this Bylaw;
  - d) issue bylaw offence notices to individuals committing an offence under this Bylaw;
  - e) determine whether a Vehicle has been abandoned and, if satisfied that a Vehicle has been abandoned, the Bylaw Enforcement Officer may cause the Vehicle to be removed and disposed of pursuant to any applicable provincial statute and/or regulation in force at that time;
  - f) seize any merchandise, Vehicle, fuel, chattel or wares of any nature found to be unlawfully occupying a portion of a Street, Boulevard or other public place, and may cause such object to be removed, detained or impounded; and
  - g) order the alteration, painting, tearing down or removal of any sign or advertisement, erected or maintained on or over any Street or Boulevard, and in the exercise of this authority no compensations shall be paid to any person for loss or damage resulting from the alteration, repainting, tearing down, or removal of any sign or advertisement placed upon or over any Street or Boulevard.

## **6. STOPPING OR PARKING OF VEHICLES**

### **Parking Prohibitions**

1. No person shall Stop or Park a Vehicle:
  - a) on a Boulevard or Sidewalk;
  - b) in a Pay Parking Zone without a Parking Permit, except for Construction Vehicles or Commercial Vehicles with the sole purpose of making deliveries;

- c) within a fire lane or other right of way designated for the passage of Emergency Vehicles;
  - d) in contravention of a Traffic Control Device;
  - e) against the direction of travel for that portion of the Street;
  - f) so that it impedes the normal flow of Traffic;
  - g) in such a manner that any part of the Vehicle extends into the Street beyond the lines or markings indicating the limit of the Parking spaces on that section of the Street;
  - h) in a Disabled Zone, unless the Vehicle displays a valid permit issued by the Social Planning and Research Council of British Columbia;
  - i) overnight in a District owned parking area, except with written authorization from a Bylaw Enforcement Officer; or
  - j) on any Street:
    - i. for a continuous period exceeding 24 hours, unless the Owner or operator of the Vehicle is a Permanent Resident of the District;
    - ii. for a continuous period exceeding 72 hours;
    - iii. for the purpose of greasing or repairing a Vehicle, except where such repairs are necessitated by an emergency;
    - iv. within 1.5 meters (5 feet) of a perpendicular Street;
    - v. within 6 meters (20 feet) of the approach to a stop sign;
    - vi. within 5 meters (15 feet) of a fire hydrant, measured from the point on the Curb which is closest to the fire hydrant; or
    - vii. within 6 meters (20 feet) of the approach to a Crosswalk.
2. No person shall:
- a) abandon a Vehicle upon a Street;
  - b) occupy a Vehicle as living quarters while it is Parked on a Street;
  - c) Stop or Park a Vehicle or Trailer on any Street without current number plates;
  - d) Stop or Park an unlicensed Vehicle on any Street;
  - e) Stop or Park a Recreational Vehicle on any Street for more than four consecutive hours;
  - f) Stop or Park any Vehicle with a licensed Gross Vehicle Weight of over 4,600 kilograms (10,000 pounds), except Recreational Vehicles, on any Street for more than two consecutive hours; or
  - g) Stop or Park any Vehicle with a licensed Gross Vehicle Weight of over 13,600 kilograms (30,000 pounds) on any Street for more than two consecutive hours.

### **Manner of Parking**

3. No person shall Stop or Park a Vehicle other than parallel to the Curb on a Street, except where signs or markings indicate that Angle Parking is permitted, in which case the Vehicle shall be Parked at the angle to the Curb indicated by such signs or markings, and parallel to and between such markings and as close to the Curb as practicable, but in no case greater than 30 centimeters (12 inches) from the Curb.
4. Where parking spaces have been marked on any Street for parallel Parking, no person shall Park any Vehicle other than between the lines or markings indicating the limits of a single parking space, except in the case of a Vehicle being of greater length than that of a single parking space, but in no case shall a Vehicle occupy or encroach upon more than two parking spaces.
5. Where parallel Parking is permitted, Vehicles shall be Parked with wheels nearest the Boulevard positioned parallel to the Street and, where there is a Curb, within 30 centimeters (12 inches) of the Curb.

### **Commercial Vehicle and Commercial Trailer Parking**

6. No person shall Park a Commercial Trailer on any Street:
  - a) when attached to a Vehicle, for more than two consecutive hours, except when the Vehicle is delivering or picking up goods, merchandise or other things; or
  - b) when not attached to a Vehicle, except with a Permit.
7. Commercial Trailers of any weight and Commercial Vehicles in excess of 6000 kilograms (13,200 pounds) Gross Vehicle Weight shall only be Parked on Streets abutting Commercially or Industrially zoned property.

### **Derelict Vehicles**

8. No person shall Park a Derelict Vehicle:
  - a) on public property; or
  - b) on private property in view of the general public.
9. Derelict Vehicles shall be declared a nuisance and be towed and impounded as follows:
  - a) Derelict Vehicles on public property may be towed immediately;
  - b) the Owner of a Derelict Vehicle on private property will be issued a 14-day notice to remove the Derelict Vehicle from the property;
  - c) if the Derelict Vehicle is not removed or enclosed within the 14-day notice period, a Bylaw Enforcement Officer may authorize a towing service to remove and impound the Vehicle; and
  - d) all fines, fees and costs associated with the removal, impoundment and disposal of a Derelict Vehicle shall be recovered from the last registered Owner of the Derelict Vehicle.

## **7. PAY PARKING**

1. All Streets in the District are designated as Pay Parking Zones.
2. Pay Parking Zones are in effect year-round, unless otherwise specified in this Bylaw.
3. The fees for Parking Permits are provided in Schedule “B”. Fees shall be paid through the District’s pay parking platform.
4. The following documents may be utilized to verify any eligibility requirements for Parking Permits set out in this Bylaw;
  - a) BC Drivers License;
  - b) Vehicle registration;
  - c) tenancy agreement;
  - d) letter of employment;
  - e) property tax bill;
  - f) utility bill (phone, hydro, etc.);
  - g) District of Ucluelet Business Licence;
  - h) fleet insurance; or
  - i) any other document issued by an institution that shows the person’s name and street address.

### **Complimentary Parking Permits for Permanent Residents**

5. Vehicles may be eligible for a complimentary Parking Permit, provided:
  - a) the Vehicle is registered to a Permanent Resident of:
    - i. the District of Ucluelet;
    - ii. Yuułuʔiłʔatḥ;
    - iii. Toquaht Nation;
    - iv. ARCD Area ‘C’ – South Longbeach;
    - v. Tla-o-qui-aht Nation;
    - vi. Ahousaht; or
    - vii. Hesquiaht; and
  - b) the Vehicle is registered on the District pay parking platform.

### **Complimentary Parking Permits for Temporary Residents**

6. Temporary residents of the District of Ucluelet may be eligible for a complimentary Parking Permit for their Vehicle, provided:
  - a) they have temporary employment or a volunteer position located within the District for a period greater than 2 months; and
  - b) their Vehicle is registered on the District pay parking platform.

## **Annual Parking Permits**

7. Permanent Residents of Tofino or the Alberni Clayoquot Regional District Area C (excluding South Long Beach) may be eligible for an annual Parking Permit for their Vehicle, provided:
  - a) the Vehicle is registered to them; and
  - b) the Vehicle is registered on the District pay parking platform.

## **Annual Commercial Vehicle Parking Permits**

8. A Commercial Vehicle may be eligible for an annual Parking Permit provided that:
  - a) the Commercial Vehicle is registered to a business holding a valid business licence issued by the District; and
  - b) the Commercial Vehicle is registered on the District pay parking platform.

## **8. STREET USAGE**

### **Pedestrians**

1. No person shall stand or assemble on any Street or Sidewalk so as to obstruct Traffic or prevent other persons from using the Street or Sidewalk.

### **Regulation of Cycles, Skateboards, and Roller Blades**

2. Unless the context otherwise requires, a person operating a Cycle on a Street has all the rights and is subject to all the duties that any Vehicle operator has under this Bylaw.
3. Any person operating a skateboard, rollerblades or other similar equipment or apparatus associated with such equipment, shall yield the right of way and shall not obstruct Traffic or prevent other persons from using the area.

### **Vehicle Regulations**

4. Except as authorized by a Permit, no person shall drive or operate on a Street:
  - a) a Vehicle loaded so that any part of the load extends beyond the sides of the Vehicle, or more than 185cm beyond the back of the Vehicle;
  - b) a Vehicle having wheels or tracks constructed or equipped with projecting spikes, cleats, ribs, clamps, flanges, lugs, or other attachments or projections which extend beyond the tread, traction surface or smooth surface of the wheel, tread or track, excluding tire chains of reasonable proportions when required for safety;
  - c) a Vehicle that is dropping, sifting, leaking or losing any of its load;
  - d) a Vehicle with any load unless the load or any covering thereon is securely fastened so as to prevent the covering or load from becoming loose, detached, or in any manner hazardous to other users of the Street; or

- e) a Vehicle having a greater Gross Vehicle Weight, axle load or tire load than the limits of weights and loads prescribed in the *Commercial Transport Act*, or having greater dimensions with or without load, or a greater number of Vehicles coupled together than is prescribed in the said regulations.

## **General**

- 5. No person shall remove any notice affixed or placed on a Vehicle by a Bylaw Enforcement Officer, except the Owner or operator of such Vehicle.
- 6. No person shall camp overnight on any Street or in any public area, other than those areas approved for overnight camping.
- 7. No person shall remove, alter, deface, cover up or damage a Traffic Control Device.
- 8. Except as specifically authorized by a resolution of Council or by bylaw, no person acting in the course of that person's business, shall place or cause or permit to be placed by any person in their employ or under their control, any fuel, merchandise, chattel or wares of any nature on any Street or Boulevard, or to conduct business from a Vehicle Parked on any Street.

## **9. FINES AND PENALTIES**

- 1. Every person who violates any of the provisions of this Bylaw or who suffers or permits anything to be done in contravention of this Bylaw, or who neglects or refrains from doing anything required to be done under the provisions of this Bylaw, shall be guilty of an offence punishable on summary conviction and liable to a fine of not more than two thousand dollars (\$2,000.00) and costs (including the costs of the committal and conveyance to the place of imprisonment) for each offence, and in default of payment therefore, to imprisonment of a term not exceeding six months in jail.
- 2. Each day that the violation is permitted to exist shall constitute a separate offence.

## **Bylaw Offence Notices**

- 3. The penalty applicable to each first offence against this Bylaw shall be \$30.00, and the penalty applicable to each second and subsequent offence shall be \$50.00, unless otherwise stated in Schedule "A". A reduction will be offered to \$20.00 for each first offence, and \$40.00 for each second and subsequent offence should the penalty be paid within 72 hours, unless otherwise stated in Schedule "A".

## **Impoundment of Vehicles**

- 4. Any Vehicle unlawfully occupying any Street or public place may, upon the order of a Bylaw Enforcement Officer, be removed to an impoundment lot, and such Vehicle will not be released to its Owner until the costs of the removal and impoundment are paid, established per agreement between the District and its towing agent.
- 5. If a Vehicle that has been impounded is not claimed by its Owner within thirty-one days of being given a notice of the impoundment, the Vehicle may be sold at public

auction. Any monies received on the Vehicles sale shall be applied to the cost of the sale, impoundment, storage, and removal fees. In the event of a surplus, the monies will be sent to the registered Owner by registered mail at the address shown for such Owner in the records of the Superintendent of Motor Vehicles.

### **Disposal of Objects**

6. After the expiration of thirty-one days from the date of seizure of an object, the Engineer or Superintendent is authorized to sell the object by auction and the proceeds of the sale shall be the property of the District.
7. The District may recover fees, costs, and expenses for removal, detention, impounding and storage of an object seized, in any court in competent jurisdiction or by sale of the object at public auction.
8. Where, in the opinion of the Engineer or Superintendent, it is impractical to dispose of a seized object by public auction, the Engineer or Superintendent may dispose of the object in any way deemed fit and recover the cost of such disposal from the Owner of the object by court action.

### **Liability for Damages and Costs**

9. In addition to all other penalties herein provided, any person causing damage to any Street or Boulevard, or any person being the Owner or operator of a Vehicle that has caused damage to any Street or Boulevard, shall be responsible for the cost of repairing such damage.

### **10. SEVERABILITY**

If any court of competent jurisdiction declares any phrase, sentence or section of this Bylaw invalid, the invalid portion shall be severed and the severance shall not affect the validity of the remainder.

**READ A FIRST TIME** this \*\* day of \*\*\*, 20\*\*..

**READ A SECOND TIME** this \*\* day of \*\*\*, 20\*\*.

**READ A THIRD TIME** this \*\* day of \*\*\*, 20\*\*..

**ADOPTED** this \*\* day of \*\*\*, 20\*\*.

**CERTIFIED CORRECT;** "District of Ucluelet Traffic and Parking Bylaw No. 1376, 2025".

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Marilyn McEwen  
Mayor

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Corporate Officer

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

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Corporate Officer



## Bylaw No. 1376, 2025

### Schedule "A"

Offence	Section	Fine – First Offence	If paid within 72 hours	Fine – 2 <sup>nd</sup> and Each Subsequent Offence	If paid within 72 hours
Stop or Park on Boulevard or Sidewalk	6(1)(a)	\$30.00	\$20.00	\$50.00	\$40.00
Stop or Park in a Pay Parking Zone without a Parking Permit	6(1)(b)	\$30.00	\$20.00	\$50.00	\$40.00
Stop or Park in a fire lane	6(1)(c)	\$30.00	\$20.00	\$50.00	\$40.00
Stop or Park in contravention of Traffic Control Device	6(1)(d)	\$30.00	\$20.00	\$50.00	\$40.00
Stop or Park against the direction of travel	6(1)(e)	\$30.00	\$20.00	\$50.00	\$40.00
Stop or Park to impede	6(1)(f)	\$30.00	\$20.00	\$50.00	\$40.00
Stop or Park extending into Street	6(1)(g)	\$30.00	\$20.00	\$50.00	\$40.00
Stop or Park in Disabled Zone	6(1)(h)	\$30.00	\$20.00	\$50.00	\$40.00
Stop or Park overnight	6(1)(i), 8(6)	\$30.00	\$20.00	\$50.00	\$40.00
Stop or Park in contravention	6(1)(j)	\$30.00	\$20.00	\$50.00	\$40.00
Abandon Vehicle	6(2)(a)	\$100.00	\$60.00	\$200.00	\$150.00
Park unlicensed Vehicle on Street	6(2)(d)	\$100.00	\$60.00	\$200.00	\$150.00
Recreational Vehicle exceeding four-hour parking	6(2)(e)	\$30.00	\$20.00	\$50.00	\$40.00
Gross weight	6(2)(f)	\$30.00	\$20.00	\$50.00	\$40.00
Gross weight	6(2)(g)	\$30.00	\$20.00	\$50.00	\$40.00
Prohibited Manner of Parking	6(3),(4) & (5)	\$30.00	\$20.00	\$50.00	\$40.00
Parking Commercial Trailer over 2 Hours	6(6)(a)	\$30.00	\$20.00	\$50.00	\$40.00
Park Unattached Commercial Trailer on Street Without Permit	6(6)(b)	\$100.00	\$60.00	\$200.00	\$150.00
Park a Commercial Vehicle	6(7)	\$100.00	\$60.00	\$200.0	\$150.00

in excess of 6000 kg or a Commercial Trailer on a Street abutting property zoned any other zone than Commercial or Industrial					
Park Derelict Vehicle on public property	6(8)(a)	\$100.00	\$60.00	\$200.00	\$150.00
Park Derelict Vehicle on private property in view of general public	6(8)(b)	\$100.00	\$60.00	\$200.00	\$150.00
Obstructing Street or Sidewalk	8(1)	\$30.00	\$20.00	\$50.00	\$40.00
Interference with Pedestrians	8(3)	\$30.00	\$20.00	\$50.00	\$40.00
Overloaded Passenger Vehicle	8(4)(a)	\$30.00	\$20.00	\$50.00	\$40.00
Operating Vehicles with Tracks, Cleats, Ribs, Clamps, Flanges, Lugs, etc., on Street	8(4)(b)	\$500.00	\$400.00	\$1,000.00	\$800.00
Vehicle Dropping, Leaking, Shifting Load	8(4)(c)	\$250.00	\$200.00	\$500.00	\$400.00
Insecurely Fastened Cover on Load	8(4)(d)	\$100.00	\$60.00	\$200.00	\$150.00
Vehicles Overweight/Dimension/Coupled	8(4)(e)	\$250.00	\$200.00	\$500.00	\$400.00
Removal of Posted Notice on Vehicle	8(5)	\$250.00	\$200.00	\$500.00	\$400.00
Remove, Alter, Deface, Cover, Damage Traffic Control Device	8(7)	\$100.00	\$60.00	\$200.00	\$150.00
Conduct business from a Vehicle or place merchandise on any Street	8(8)	\$250.00	\$200.00	\$500.00	\$400.00

**Bylaw No. 1376, 2025**

**Schedule “B”**

<b>Type of Vehicle</b>	<b>Length of Stay</b>	<b>Fee</b>
Vehicle (excluding Commercial Vehicles and Recreational Vehicles)	1-Day	\$10.00
Vehicle (excluding Commercial Vehicles and Recreational Vehicles)	3-Days	\$27.00
Vehicle (excluding Commercial Vehicles and Recreational Vehicles)	5-Days	\$45.00
Vehicle (excluding Commercial Vehicles and Recreational Vehicles)	7-Days	\$60.00
Vehicle (excluding Commercial Vehicles and Recreational Vehicles)	Annual	\$50.00
Recreational Vehicle	1-Day	\$15.00
Recreational Vehicle	3-Days	\$40.00
Recreational Vehicle	5-Days	\$65.00
Recreational Vehicle	7-Days	\$90.00
Commercial Vehicle	Annual	\$50.00





## REPORT TO COUNCIL

Council Meeting: April 29, 2025

500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: ANNELIESE NEWEDUK, PLANNER

FILE NO: 3360-20 RZ24-15

SUBJECT: ZONING AMENDMENT FOR 1351 EBER ROAD

REPORT NO: 25-47

ATTACHMENT(s): APPENDIX A - ZONING AMENDMENT BYLAW NO 1369, 2025

### RECOMMENDATION(S):

THAT Council give first, second, and third reading to the *District of Ucluelet Zoning Amendment Bylaw No. 1369, 2025*,

THAT Council adopt *District of Ucluelet Zoning Amendment Bylaw No. 1369, 2025*.

### BACKGROUND:

During the March 25, 2025, Regular Council Meeting, *District of Ucluelet Zoning Amendment Bylaw No. 1369, 2025 (Appendix A)* was introduced to Council. In general terms, *Bylaw No. 1369* would amend the R-1 zone to allow for increased floor area ratio (FAR), lot coverage, and secondary suite floor space at the subject property (1351 Eber Road). At the March 25, 2025 Council Meeting, Council directed staff to give notice of first reading for the Bylaw. Notification was completed and Council is now in a position to consider up to three readings and adoption of Bylaw No. 1369.

Background information can be found in the [March 25, 2025, Regular Council Meeting Agenda](#) (item 7.3).

### ANALYSIS OF OPTIONS:

A	Give first, second, and third readings for <i>Bylaw No. 1369</i>	<u>Pros</u>	<ul style="list-style-type: none"> <li>Would provide an opportunity for Council to discuss the Bylaw and its implications.</li> </ul>
		<u>Cons</u>	<ul style="list-style-type: none"> <li>Unknown at this time.</li> </ul>
		<u>Implications</u>	<ul style="list-style-type: none"> <li>Would allow for the Bylaw to be adopted.</li> </ul>
	Adopt <i>Bylaw No. 1369</i>	<u>Pros</u>	<ul style="list-style-type: none"> <li>Would remove lawful non-conformities.</li> </ul>
		<u>Cons</u>	<ul style="list-style-type: none"> <li>Unknown at this time.</li> </ul>

		<u>Implications</u>	<ul style="list-style-type: none"><li>• Would allow for the application to proceed.</li></ul>
B	Amend Bylaw No. 1369	<u>Pros</u>	<ul style="list-style-type: none"><li>• Would ensure Council’s expectations are met.</li></ul>
		<u>Cons</u>	<ul style="list-style-type: none"><li>• Unknown at this time.</li></ul>
		<u>Implications</u>	<ul style="list-style-type: none"><li>• If the Bylaw is amended significantly, Council will have to direct staff to give notice for another first reading.</li></ul>
		<u>Suggested Motion</u>	1. <b>THAT</b> Council directs staff to bring back <i>District of Ucluelet Zoning Amendment Bylaw No. 1369, 2025</i> , with the following amendments: <i>[specify desired changes]</i> for notice of first reading and subsequent readings at a future Council meeting date.
C	Abandon Bylaw No. 1369	<u>Pros</u>	<ul style="list-style-type: none"><li>• Unknown at this time.</li></ul>
		<u>Cons</u>	<ul style="list-style-type: none"><li>• Would not allow applicant’s development to proceed,</li><li>• Subject property would remain lawful non-conforming.</li></ul>
		<u>Implications</u>	<ul style="list-style-type: none"><li>• Subject property’s current zoning would remain unchanged, and would remain lawful non-conforming,</li><li>• Would not allow application to proceed.</li></ul>
		<u>Suggested Motion</u>	No Motion Required.
If Bylaw 1369 is approved, Council would be in a position to consider the issuance of DP24-09 and DVP24-06.			

#### 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. 1369* would amend the *District of Ucluelet Zoning Bylaw No. 1160, 2013*.

#### NEXT STEPS:

Should the Bylaw be adopted, Staff would bring the accompanying Development Permit and Development Variance Permit forward for Council's authorization at that time.

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

**DISTRICT OF UCLUELET****Zoning Amendment Bylaw No. 1369, 2025**

A Bylaw to amend the "District of Ucluelet Zoning Bylaw No. 1160, 2013".

(1351 Eber 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. 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-1 Single Family Residential zone such that the new section reads as follows:

"R-1.7.3 Notwithstanding other regulations of this bylaw, on the lands legally described as PID 005-569-567, Lot 18, Block 1, Section 21, Clayoquot Land District, Plan VIP9200, (1351 Eber Road), the following regulations apply:

- (1) Maximum allowable Floor Area Ratio: 0.857
- (2) Maximum allowable Lot Coverage: 48.3%
- (3) A *secondary suite* is permitted to have a floor area occupying up to 50% of the habitable area of the *single family dwelling*."

**2. Citation:**

This bylaw may be cited as "District of Ucluelet Zoning Amendment Bylaw No. 1369, 2025".

**FIRST NOTIFICATION OF FIRST READING** published this     day of     , 2025.

**SECOND NOTIFICATION OF FIRST READING** published this     day of     , 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 CORRECT:** "District of Ucluelet Zoning Amendment Bylaw No. 1369, 2025."

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Marilyn McEwen  
Mayor

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Corporate Officer

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

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Corporate Officer

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## REPORT TO COUNCIL

Council Meeting: April 29, 2025

500 Matterson Drive, Ucluelet, BC V0R 3A0

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**FROM:** ED CHOW, CORPORATE OFFICER

**FILE No:** 2600-20

**SUBJECT:** DEPUTY CORPORATE OFFICER  
FREEDOM OF INFORMATION AND PRIVACY PROTECTION COORDINATOR

**REPORT No:** 25-48

**ATTACHMENT(S):** n/a

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**RECOMMENDATION(S):**

**THAT** Council appoint Ms. Florence Pelchat as the Deputy Corporate Officer for the District of Ucluelet; and,

**THAT** Council appoint Ms. Florence Pelchat as the Freedom of Information and Privacy Protection Coordinator for the District of Ucluelet.

**BACKGROUND:**

At the previous Council meeting, Interim CAO Mr. Harding recommended that Council consider appointing the Corporate Services Coordinator as the District's Deputy Corporate Officer once the position was filled. I am pleased to report that Ms. Pelchat has accepted the position of Corporate Services Coordinator and commenced her duties on April 22, 2025. It is recommended that Council appoint Ms. Pelchat as the District's Deputy Corporate Officer.

To align with best practices followed by other municipalities, I recommend that Council appoint Ms. Pelchat, Corporate Services Coordinator, as the District's Freedom of Information and Privacy Protection Coordinator.

**Respectfully submitted:** Ed Chow, Corporate Officer

**Approved by:** Richard Harding, Interim CAO





## REPORT TO COUNCIL

Council Meeting: April 29, 2025

500 Matterson Drive, Ucluelet, BC V0R 3A0

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**FROM:** ANNELIESE NEWEDUK, PLANNER  
DVP24-06

**FILE NO:** 3060-20 DP24-09/3090-20

**SUBJECT: DEVELOPMENT PERMIT AND DEVELOPMENT VARIANCE PERMIT  
FOR 1351 EBER ROAD**

**REPORT NO:** 25-46

**ATTACHMENT(s):** APPENDIX A - DEVELOPMENT PERMIT 24-09  
APPENDIX B - DEVELOPMENT VARIANCE PERMIT 24-06

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### RECOMMENDATION(S):

**THAT** Council authorize the Director of Community Planning to execute and issue Development Permit 24-09.

**THAT** Council authorize the Director of Community Planning to execute and issue Development Variance Permit 24-06.

### BACKGROUND:

During the March 25, 2025, Council Meeting, Development Permit 24-09 (**Appendix A**) and Development Variance Permit 24-06 (**Appendix B**) were presented to Council regarding a single family dwelling rebuild at 1351 Eber Road. In general terms, DVP24-06 would bring the existing foundations siting into compliance and DP24-09 would ensure potential marine shoreline environmental impacts are mitigated. Council directed staff to give statutory notice to receive input on DVP24-06, which was completed.

Earlier during this Council Meeting, Council would have considered first, second, third reading and adoption for *District of Ucluelet Zoning Amendment Bylaw No. 1369, 2025*. If the Bylaw was adopted, Council could now consider authorization and issuance of DP24-09 and DVP24-06.

Background information for this application can be found in the [March 25, 2025, Regular Council Meeting Agenda](#) (item 7.3).

### ANALYSIS OF OPTIONS:

A		<u>Pros</u>	<ul style="list-style-type: none"><li>Environmental impacts would be mitigated through DP24-09.</li></ul>
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	Authorize issuance of DP24-09 and DVP24-06		<ul style="list-style-type: none"> <li>• Would remove lawful nonconformities.</li> <li>• Would allow applicant to apply for a Building Permit.</li> <li>• Would allow applicant to achieve desired outcome.</li> </ul>
		<u>Cons</u>	<ul style="list-style-type: none"> <li>• Unknown at this time.</li> </ul>
		<u>Implications</u>	<ul style="list-style-type: none"> <li>• Approval would allow the application to proceed.</li> </ul>
B	Provide alternative direction	<u>Pros</u>	<ul style="list-style-type: none"> <li>• Would allow Council to meet their objective.</li> </ul>
		<u>Cons</u>	<ul style="list-style-type: none"> <li>• Unknown at this time.</li> </ul>
		<u>Implications</u>	<ul style="list-style-type: none"> <li>• Unknown at this time.</li> </ul>
		<u>Suggested Motion</u>	<b>THAT</b> Council, with regard to Development Permit 24-09 and/ or Development Variance Permit 24-06, <i>[provide alternative direction here]</i> .
C	Reject DP24-09 and DVP24-06	<u>Pros</u>	<ul style="list-style-type: none"> <li>• Unknown at this time.</li> </ul>
		<u>Cons</u>	<ul style="list-style-type: none"> <li>• Does not allow applicant's development to proceed.</li> <li>• Lawful non-conformities would remain.</li> </ul>
		<u>Implications</u>	<ul style="list-style-type: none"> <li>• The application would not proceed.</li> <li>• Additional staff time would be required to follow up with applicant and consultants.</li> </ul>
		<u>Suggested Motion</u>	<b>THAT</b> Council reject the application for Development Permit 24-09 and Development Variance Permit 24-06 <i>[noting which specific DP guidelines are not being adequately met]</i> .

#### POLICY OR LEGISLATIVE IMPACTS:

Notification has been completed for the Development Variance Permit DVP24-06. Council should provide an opportunity for public comment on the requested variance.

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, the DVP would vary the *District of Ucluelet Zoning Bylaw No. 1160, 2013*.

#### NEXT STEPS:

If approved, the attached DP and DVP would be signed by the Director of Community Planning, issued to the applicant, and notice will be filed with the Land Title Office

**Respectfully Submitted:**      Anneliese Neweduk, Planner  
    Bruce Greig, Director of Community Planning

**DEVELOPMENT PERMIT DP24-09**

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Pursuant to section 488 of the Local Government Act, R.S.B.C 2015 C.1 as amended:

1. This Development Permit is issued to:

*DUNCAN WOOD* (The “Owner”)

2. This Development Permit applies to, and only to, those lands within the District of Ucluelet described below, and the buildings, structures, and other development thereon:

*1351 Eber Road; PID 005569567, Lot 18, Block 1, Plan VIP9200, Section 21, Clayoquot Land District*  
(The “Lands”).

3. This Permit authorizes the construction of a single-family dwelling with a secondary suite on an existing foundation.
4. These improvements apply only in the locations indicated, and otherwise in accordance with, the drawings and specifications attached to this Permit as **Schedule 1**.
5. The permit holder, as a condition of issuance of this Permit, agrees to comply with the terms and conditions of **Schedule 2** which is attached hereto and forms part of this permit.
6. In addition to compliance with the terms and conditions listed in Schedule 2, the permit holder must adhere to all conditions of the Qualified Environmental Professional report in **Schedule 3** which is attached hereto and forms part of this permit.
7. The work authorized by this Permit may only be carried out in compliance with all federal, provincial, and municipal statutes, regulations, and bylaws. The Owner is responsible for ensuring that the timing of the work and any required permits or notifications by other agencies are obtained as required to comply with all applicable regulations.
8. Notice shall be filed in the Land Title Office under Section 503 of the Local Government Act, and upon such filing, the terms of this Permit or any amendment hereto shall be binding upon all persons who acquire an interest in the land affected by this Permit.
9. The Owner shall substantially commence the development within 24 months of the date of issuance, after which this permit shall be null and void.
10. This Permit is NOT a Building Permit.
11. The Municipality’s Chief Administrative Officer is hereby authorized to approve minor amendments to the plans provided that such amendments are consistent with the overall character and intent of the original plans.

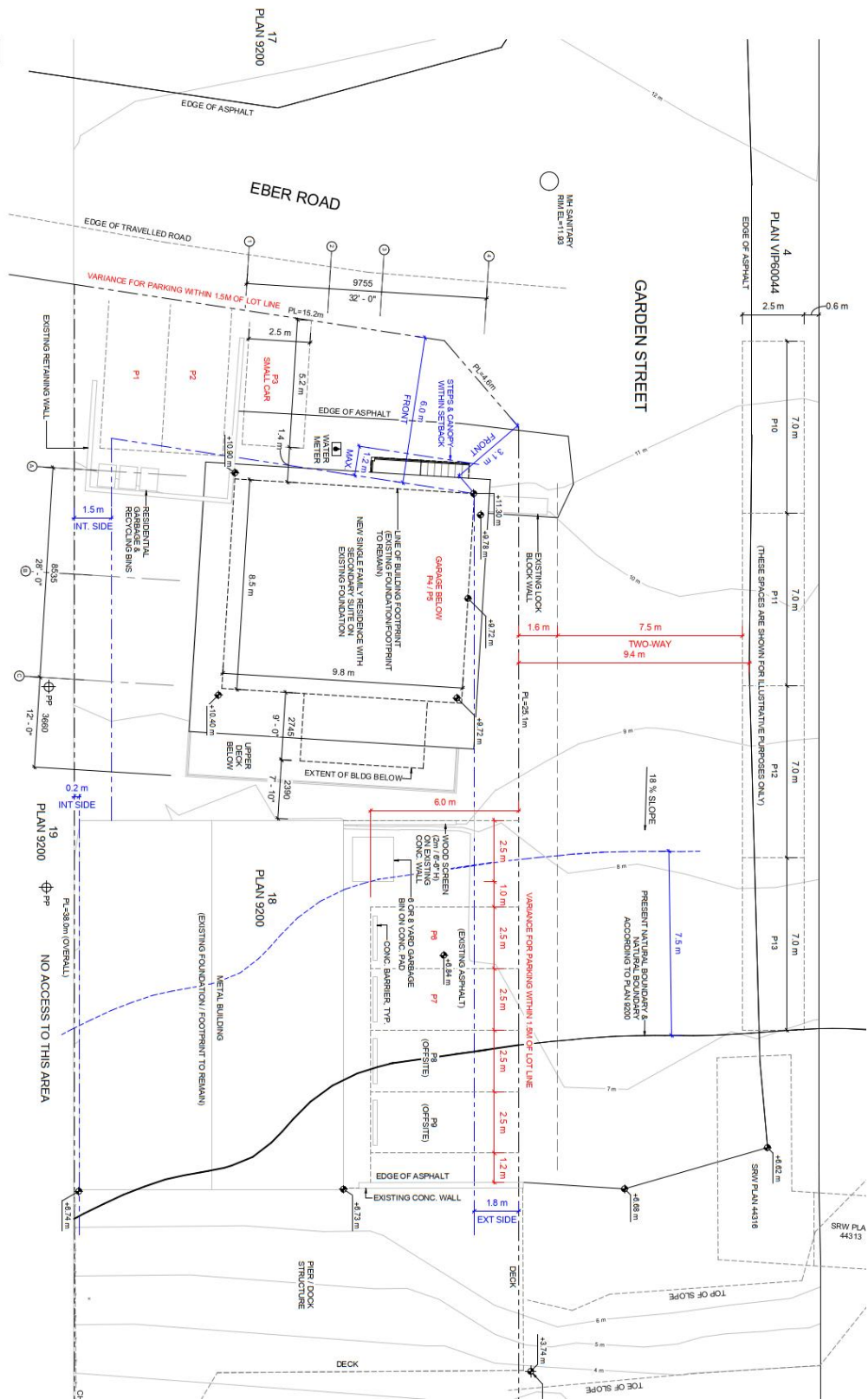
**AUTHORIZING RESOLUTION** passed by the Municipal Council on the      <sup>th</sup> day of      , 2025.

**ISSUED** the      <sup>th</sup> day of      , 2025.

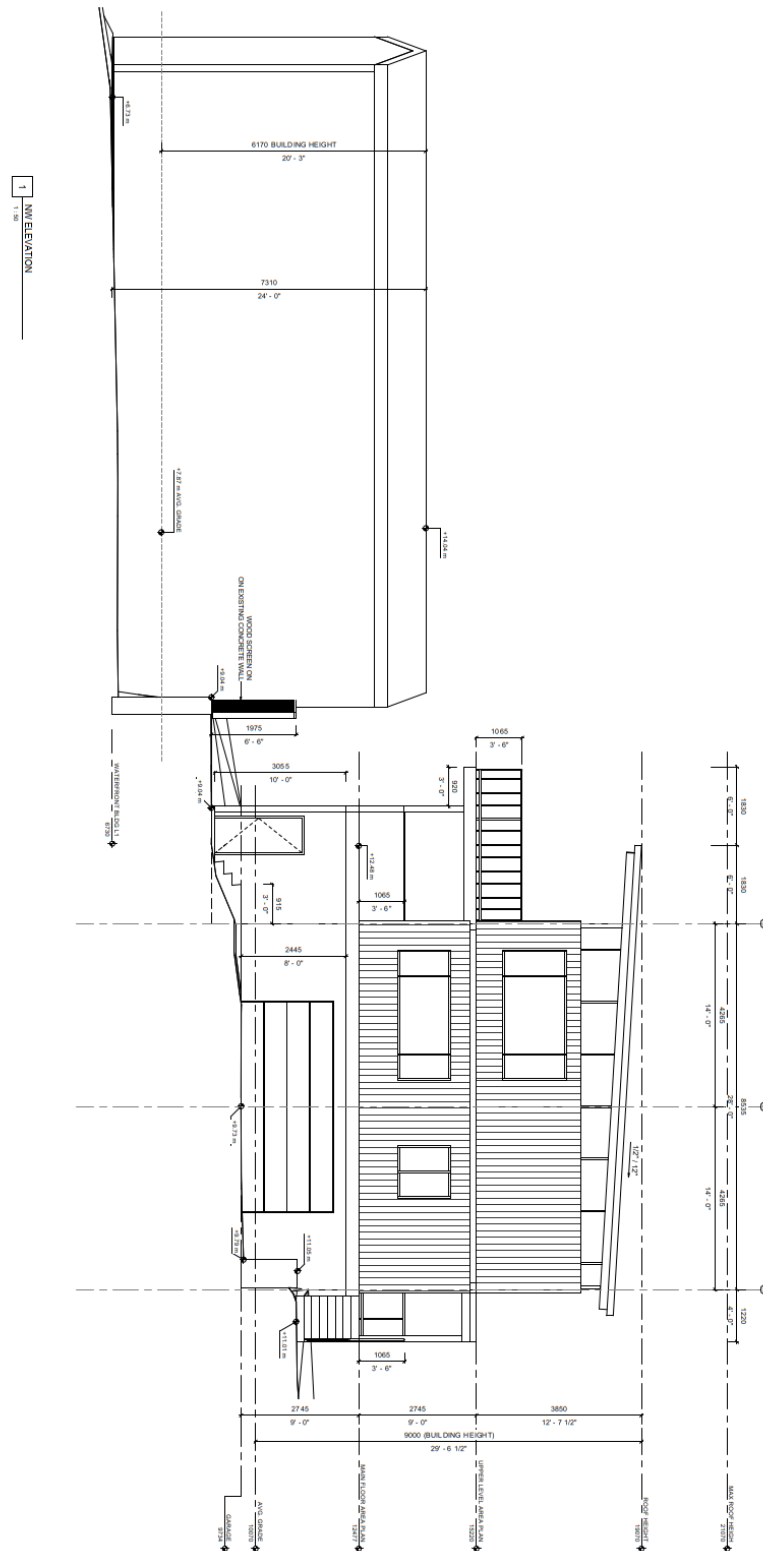
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Bruce Greig  
Director of Community Planning

1 SITE PLAN  
1 : 100



## Schedule 1 (2 of 4)



Garage Area Plan

37'-0"

42'-6"

28'-0"

9'-0"

31'-3"

11'-3"

TWO CAR GARAGE  
813 sq ft

SIX CAR GARAGE  
101 sq ft

1

GARAGE AREA PLAN

1/1000

2  
1  
100

MAIN FLOOR AREA PLAN

LOBBY DECK  
152.40 sq ft

BREAKDOWN SUITE  
812.24 sq ft

28' - 0"

8'535

28' - 0"

4'8"

4'8"

28' - 0"

3  
1  
100

UPPER LEVEL AREA PLAN

UPPER LOBBY  
8'535

TRANSITION RESIDENCE  
8'240

8'100

8'535

4

10.7 m

INTERNAL BUILDING 1.1 - SHED  
36.0 m²

INTERNAL BUILDING 1.2 - PAINTERS LOT  
1.4 m²

5.0 m

BOAT BUILDING & REPAIR AREA PLAN 1

5

BOAT BUILDING & REPAIR AREA, PLAN 2

1" = 100'

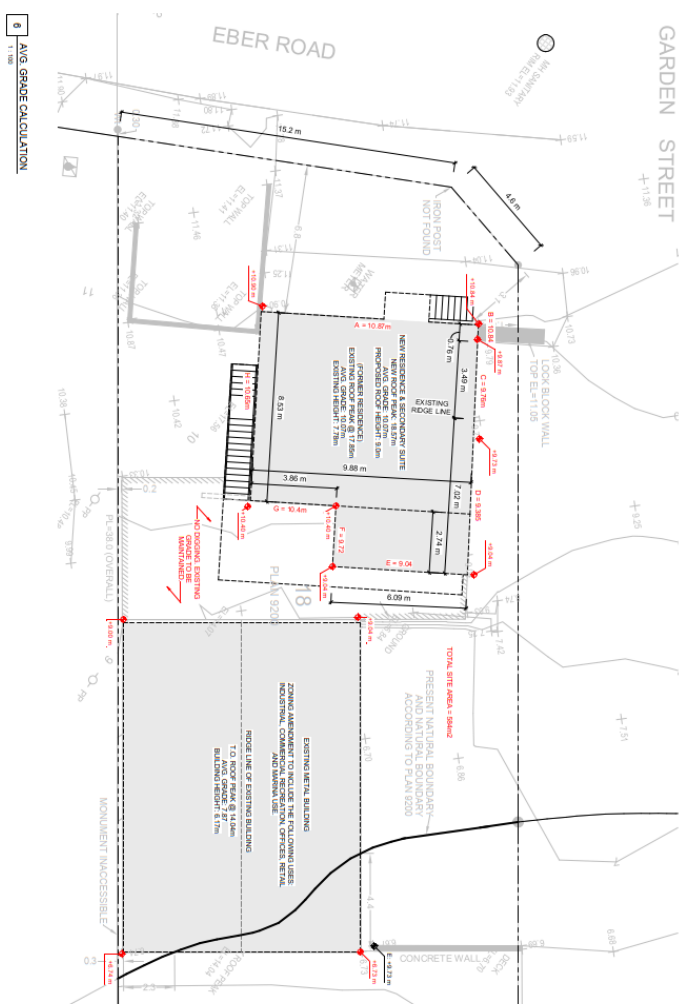
NETRAL BUILDING 12 - 101

NETRAL BUILDING 12 - 101

149905

35' - 1"

10700'



AND GRADE CALCULATION (PERCENTUAL)	
LENGTH (L)	AND GRADE (A)
	L X A
A = 9.88m	AVO 10.87 = 105.7
B = 3.6m	AVO 10.54 = 34.26
C = 4.9m	AVO 9.75m = 48.04
D = 7.02m	AVO 8.335m = 58.68
E = 6.09m	AVO 9.04m = 55.05
F = 2.74m	AVO 8.77m = 26.63
G = 3.86m	AVO 10.46m = 40.1
H = $\frac{4.21}{2}$	AVO 10.65m = 90.84
I = 42.32m	AVO 86 = 426.5
AVO GRADE: 426.5 / 42.32 = 10.07m	

AVERAGE GRADE CALCULATION METAL BUILDING  
 $104 + 61.3 + 81.4 + 9.80 + 31.51 + 4 + 7.72m$

AREA SCHEDULE	
Room	Area
WEST BUILDING 11, 12, AND 13	148.3 sq ft
WEST BUILDING 14, 15, AND 16	262.2 sq ft
WEST BUILDING 17, WATER LOT	14.1 sq ft
EAST BUILDING 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, 230, 231, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, 244, 245, 246, 247, 248, 249, 250, 251, 252, 253, 254, 255, 256, 257, 258, 259, 260, 261, 262, 263, 264, 265, 266, 267, 268, 269, 270, 271, 272, 273, 274, 275, 276, 277, 278, 279, 280, 281, 282, 283, 284, 285, 286, 287, 288, 289, 290, 291, 292, 293, 294, 295, 296, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, 322, 323, 324, 325, 326, 327, 328, 329, 330, 331, 332, 333, 334, 335, 336, 337, 338, 339, 340, 341, 342, 343, 344, 345, 346, 347, 348, 349, 350, 351, 352, 353, 354, 355, 356, 357, 358, 359, 360, 361, 362, 363, 364, 365, 366, 367, 368, 369, 370, 371, 372, 373, 374, 375, 376, 377, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 411, 412, 413, 414, 415, 416, 417, 418, 419, 420, 421, 422, 423, 424, 425, 426, 427, 428, 429, 430, 431, 432, 433, 434, 435, 436, 437, 438, 439, 440, 441, 442, 443, 444, 445, 446, 447, 448, 449, 450, 451, 452, 453, 454, 455, 456, 457, 458, 459, 460, 461, 462, 463, 464, 465, 466, 467, 468, 469, 470, 471, 472, 473, 474, 475, 476, 477, 478, 479, 480, 481, 482, 483, 484, 485, 486, 487, 488, 489, 490, 491, 492, 493, 494, 495, 496, 497, 498, 499, 500, 501, 502, 503, 504, 505, 506, 507, 508, 509, 510, 511, 512, 513, 514, 515, 516, 517, 518, 519, 520, 521, 522, 523, 524, 525, 526, 527, 528, 529, 530, 531, 532, 533, 534, 535, 536, 537, 538, 539, 540, 541, 542, 543, 544, 545, 546, 547, 548, 549, 550, 551, 552, 553, 554, 555, 556, 557, 558, 559, 560, 561, 562, 563, 564, 565, 566, 567, 568, 569, 570, 571, 572, 573, 574, 575, 576, 577, 578, 579, 580, 581, 582, 583, 584, 585, 586, 587, 588, 589, 590, 591, 592, 593, 594, 595, 596, 597, 598, 599, 600, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611, 612, 613, 614, 615, 616, 617, 618, 619, 620, 621, 622, 623, 624, 625, 626, 627, 628, 629, 630, 631, 632, 633, 634, 635, 636, 637, 638, 639, 640, 641, 642, 643, 644, 645, 646, 647, 648, 649, 650, 651, 652, 653, 654, 655, 656, 657, 658, 659, 660, 661, 662, 663, 664, 665, 666, 667, 668, 669, 670, 671, 672, 673, 674, 675, 676, 677, 678, 679, 680, 681, 682, 683, 684, 685, 686, 687, 688, 689, 690, 691, 692, 693, 694, 695, 696, 697, 698, 699, 700, 701, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 715, 716, 717, 718, 719, 720, 721, 722, 723, 724, 725, 726, 727, 728, 729, 730, 731, 732, 733, 734, 735, 736, 737, 738, 739, 740, 741, 742, 743, 744, 745, 746, 747, 748, 749, 750, 751, 752, 753, 754, 755, 756, 757, 758, 759, 760, 761, 762, 763, 764, 765, 766, 767, 768, 769, 770, 771, 772, 773, 774, 775, 776, 777, 778, 779, 780, 781, 782, 783, 784, 785, 786, 787, 788, 789, 790, 791, 792, 793, 794, 795, 796, 797, 798, 799, 800, 801, 802, 803, 804, 805	
FORMERLY RESERVANCE STATIONARY STORAGE	83.2 sq ft
STATIONARY STORAGE	11.4 sq ft
STATIONARY STORAGE	263.1 sq ft
OUTDOOR STAIRS	13.2 sq ft
OUTDOOR STAIRS	4.9 sq ft
OUTDOOR STAIRS	7.7 sq ft
PAPER ROOM	662.3 sq ft

## NOTE

- WATERFRONT BUILDING AREA BASED OFF OF SURVEY

- WATERFRONT BUILDING AREA BASED OFF OF SURVEY

**FLOOR AREA RATIO (FAR) CALCULATION:**

**UPLAND LOT FLOOR AREA RATIO: 62%**

RESIDENCE GFA:	283sqm
METAL BUILDING GFA:	232 sqm
TOTAL:	515 sqm

TOTAL UPLAND SITE AREA: 584sq<sup>2</sup>

555.6 / 584sq<sup>2</sup> = 95%

**WATER LOT FLOOR AREA RATIO: 62%**

METAL BUILDING GFA:	28 3sq <sup>2</sup>
TOTAL WATER LOT AREA:	1306sq <sup>2</sup>

28.3 / 1306 = 62%

### LOT COVERAGE CALCULATION

**UPLAND LOT COVERAGE: 44.1%**  
RESIDENCE LOT COVERAGE:  
LOWER DECK LOT COVERAGE:  
FRONT PORCH LOT COVERAGE:  
FRONT PORCH & STAIR  
EXTENSION STAIR:

**WATER LOT COVERAGE: 11%**  
METAL BUILDING LOT COVERAGE:  
TOTAL BUILDING SITE AREA:  
 $282.2nd^2 / 254nd^2 = 48.3%$

**TOTAL WATER LOT AREA:**  
 $14.1 / 3200 = 0.1%$

**TOTAL WATER LOT AREA:**  
14.1nd<sup>2</sup>  
1300nd<sup>2</sup>



[illegible]

## Schedule 2 (1 of 1)

**Terms and Conditions**

As a condition of the issuance of this Permit, the Permittee representing the Lands hereby to comply with all following Impact Reductions and Mitigation Measures, determined by Qualified Environmental Professional (QEP) as necessary to avoid negative impacts to environmental habitats within and adjacent to the Property.

The following recommendations are:

- 1) Demolition work should follow TerraWest Environmental recommendations found in Section 5.0 of the Pre-Demolition Hazardous Materials Assessment (2024) report. Hazardous materials must be disposed of or recycled in accordance with the *BC Environmental Management Act* and the *Hazardous Waste Regulations*.
- 2) Drainage in front of the bay doors of the building proposed for demolition should be blocked to prevent surface runoff from entering the ocean during demolition and construction activities.
- 3) No clearing is proposed for the project. If clearing is necessary, in order to avoid potential impacts to breeding birds and subsequent contravention of the provincial Wildlife Act or the federal Migratory Bird Convention Act, vegetation clearing for the project should be conducted outside of the breeding bird nesting season which is March 26 to August 7 for forested ecosystems in the region (within the A1 Nesting Zone; Environment Canada 2021). If clearing within this window is unavoidable, a pre-clearing survey is required.

**Schedule 3 (1 of 1)**

See Appendix A – September 10, 2024 Redd Fish Restoration Biophysical Assessment for 1351 Eber Road



## DEVELOPMENT VARIANCE PERMIT DVP24-06

Pursuant to section 498 of the Local Government Act, R.S.B.C 2015 C.1 as amended:

1. This Development Variance Permit is issued to:

**Duncan Wood, 1144 Keith Road West, North Vancouver, BC, V7P 1YP** (the "Owner")

2. This Development Variance Permit applies to, and only to, those lands within the District of Ucluelet described below, and the buildings, structures, and other development thereon:

**1351 Eber Road; PID 005569567, Lot 18, Block 1, Plan VIP9200, Section 21, Clayoquot Land District** (the "Land")

3. The work authorized by this Permit may only be carried out:

- a. in compliance with the requirements of the *District of Ucluelet Zoning Bylaw No. 1160, 2013* ("zoning bylaw"), except where specifically varied or supplemented by this development variance permit and,
- b. in compliance with all federal, provincial, and municipal statutes, regulations, and bylaws.

4. This permit authorizes the following variances to *District of Ucluelet Zoning Bylaw No. 1160, 2013*, specific to the plans and elevations attached as **Schedule A**:

1. **A Front Yard Setback of 3.1m** whereas section R-1.6.1(1)(a) of the zoning bylaw indicates a minimum of 7.5m.
2. **A Side Yard Setback of 0.2m** whereas section R-1.6.1(2)(c) of the zoning bylaw indicates a minimum of 1.5m.
3. **An Exterior Side Yard Setback of 1.8m** whereas section R-1.6.1(1)(d) of the zoning bylaw indicates a minimum of 5m.
4. **A Rear Yard Setback of 0m** whereas section R-1.6.1(2)(b) of the zoning bylaw indicates a minimum of 6m.
5. **A Setback from the Natural Boundary of the Ocean of 0m** whereas section 306.2(1)(a) of the zoning bylaw indicates a minimum of 7.5m.
6. **An Accessory Building maximum height of 6.17m** whereas section R-1.5.2 of the zoning bylaw indicates a maximum of 5.5m
7. **An Accessory Building maximum area of 146.3m<sup>2</sup>** whereas section R-1.4.2 of the zoning bylaw indicates a maximum of 60m<sup>2</sup>.

5. The above variances are granted for the proposed subdivision as shown on **Schedule A**.

6. The above variances are granted for the proposed structures and uses of the land as shown on **Schedule A**. Should the buildings be later removed or destroyed, this Development Variance Permit shall cease to apply and the zoning bylaw requirements in effect at the time shall apply.
7. The Owner shall substantially commence the development within 24 months of the date of issuance, after which this permit shall be null and void.
8. Notice shall be filed in the Land Title Office under Section 503 of the Local Government Act, and upon such filing, the terms of this Permit or any amendment hereto shall be binding upon all persons who acquire an interest in the land affected by this Permit.
9. This Permit is NOT a Building Permit.

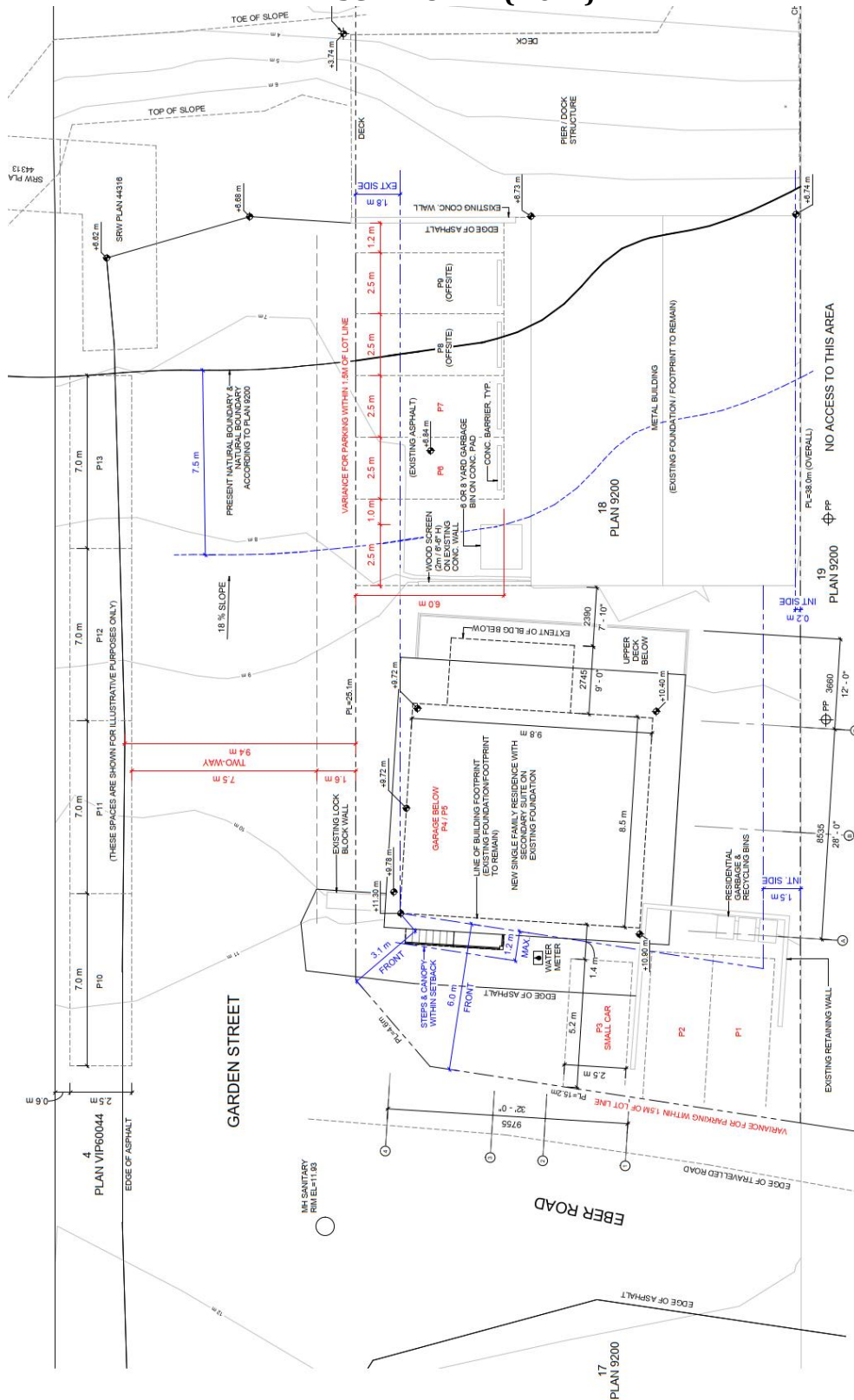
**AUTHORIZING RESOLUTION** passed by the Municipal Council on the      <sup>th</sup> day of      , 2025.

**ISSUED** the      <sup>th</sup> day of      , 2025.

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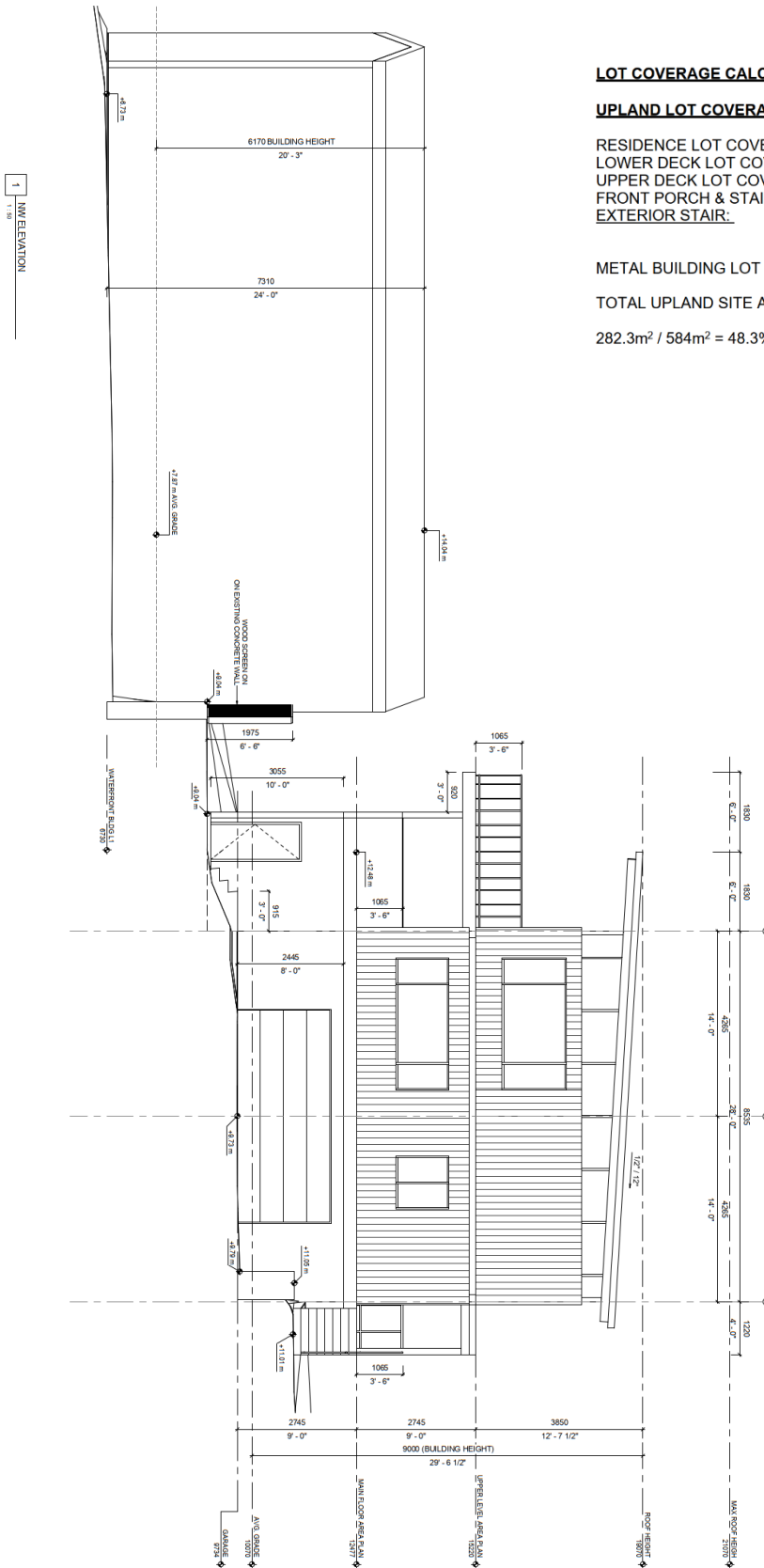
Bruce Greig  
Director of Community Planning

**SCHEDULE A (1 of 2)**



1 SITE PLAN  
1:1000

**SCHEDULE A (2 of 2)**



**LOT COVERAGE CALCULATION**

**UPLAND LOT COVERAGE: 48.3%**

RESIDENCE LOT COVERAGE:	83.2m <sup>2</sup>
LOWER DECK LOT COVERAGE:	16.7m <sup>2</sup>
UPPER DECK LOT COVERAGE:	23.6m <sup>2</sup>
FRONT PORCH & STAIR	4.9m <sup>2</sup>
EXTERIOR STAIR:	7.6m <sup>2</sup>
	136m <sup>2</sup>

METAL BUILDING LOT COVERAGE: 146.3m<sup>2</sup>

TOTAL UPLAND SITE AREA: 584m<sup>2</sup>

$$282.3\text{m}^2 / 584\text{m}^2 = 48.3\%$$



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**FROM:** ABBY FORTUNE, DIRECTOR OF COMMUNITY SERVICES

**FILE No:** 1855-03

**SUBJECT:** RESORT DEVELOPMENT STRATEGY

**REPORT No:** 25- 51

**ATTACHMENT(s):** APPENDIX A – RESORT DEVELOPMENT STRATEGY DOCUMENT  
APPENDIX B – RDS PROJECT BUDGET

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**RECOMMENDATION(s):**

**THAT** Council approve the draft Resort Development Strategy Document (RDS) and RDS project budget for 2025-2027 found in the appendices to be submitted to the Tourism Branch, Ministry of Tourism, Arts, Culture, & Sport by April 30, 2025, to qualify for Resort Municipality Initiative funding dollars.

**BACKGROUND:**

Every three years, Resort Municipality Initiative communities are required to submit a Resort Development Strategy (RDS) to receive funding from the province. The District of Ucluelet receives approximately \$515,000 annually for tourism focused projects, events, and administration. Projects can span multiple years and access funding from more than one year within a three-year funding cycle.

The attached RDS (Appendix A) as required by the Tourism Branch, Ministry of Tourism, Arts, Culture, & Sport, outlines the vision, focus areas, guiding principles, and goals as they relate to each project. As well the RDS outlines the community consultation process, defining stakeholders and First Nations engagement. Lastly the RDS sites linkages to other plans.

The project budget form (Appendix B) outlines the projects and spending for the three-year cycle.

On the January 28, 2025, council meeting, Council directed staff to investigate and bring forward the following tourism projects and budgeting for the 2025 to 2027 Resort Development Strategy. The following projects and associate funding were identified for the 2025-2027 RDS for RMI funding

1.	First Nations Projects	\$100,000
2.	Trail Projects & upgrade	\$195,000
3.	Special Events (Ukee Days, E2E Marathon, PRWF)	\$120,000
4.	Skatepark expansion	\$320,000
5.	WildSafe BC- staffing request	\$ 60,000
6.	Administration (event admin/conference)	\$ 60,000
7.	Village Green Event Space	\$100,000
8.	Peninsula Road Entrance to town	\$160,000
9.	Furnishings	\$ 55,000
10.	Amphitrite House & Park	\$ 75,000
11.	Village Green Revitalization	\$300,000

The following schedule was provided by the Province for the RDS documentation:

- **April 30** – Draft RDS due to Ministry.
- **May 30 latest** – Ministry provides feedback to community.
- **June 30 latest** – RDS approved by Ministry and contract signed.
- **July** – FY 2025/26 funding (90% of 2025 allocation) distributed.

#### Analysis of Options:

As previously noted, using community feedback, previous RDS projects, the Tourism Master Plan, the Strategic Plan, and the OCP as guidelines, staff recommended the projects and associated funding for Council’s consideration at the January 28, 2025, council meeting. The attached appendices outline the direction from Council.

A	Approve the RDS document and associated project budget	<u>Pros</u>	<ul style="list-style-type: none"> <li>• Meets the requirements for the RDS and project budget documents to receive RMI funding.</li> </ul>
		<u>Cons</u>	<ul style="list-style-type: none"> <li>• None apparent</li> </ul>

		<u>Implications</u>	<ul style="list-style-type: none"> <li>Staff will be required to submit the RDS and budget documents to the Province on April 30, 2025</li> </ul>
B	Do not approve the RDS document and associated project budget	<u>Pros</u>	<ul style="list-style-type: none"> <li>Other projects could be explored for RMI funding other than projects identified through community consultation</li> </ul>
		<u>Cons</u>	<ul style="list-style-type: none"> <li>The deadline for submission to the province would be missed</li> <li>Additional work for further feedback would be required</li> </ul>
		<u>Implications</u>	<ul style="list-style-type: none"> <li>Staff would need to obtain an extension for the RDS documents to be submitted</li> <li>Staff will be required to provide a mechanism to glean further community feedback regarding potential tourism projects.</li> </ul>
		<u>Suggested Motion</u>	<b>THAT</b> Council direct Staff to investigate and bring forward alternate tourism projects for the 2025-2027 Resort Development Strategy for consideration.

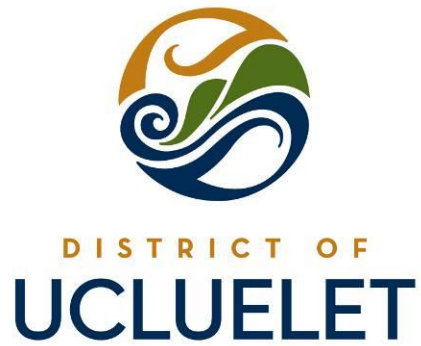
**NEXT STEPS:**

- Submit Resort Development Strategy 2025-2027 to the province for approval

**Respectfully Submitted:** Abby Fortune, Director of Community Services

**Approved By:** Richard Harding, Acting CAO





# **Resort Development Strategy 2025/26 – 2027/28**

## Background



### Land Acknowledgement

Ucluelet resides on the Ucluth Peninsula, traditional territory of the Yuuṭuṭiṭṭaṭh. The Ucluth Peninsula has a significant First Nations history, inhabited by the Yuuṭuṭiṭṭaṭh people for thousands of years. The Yuuṭuṭiṭṭaṭh have stories and legends about living in the Ucluelet area dating back as far as 4,300+ years ago. One of Nuu-chah-nulth's primary teachings is 'Hishuk ish is' 'awalk' or 'Everything is one.' The land and the sea gave them food and supported their livelihood and culture, and we continue to honour that spirit here today.

Ucluelet is a diverse, active, and welcoming community which has been shaped over time by the energy of the place and the people drawn here to the natural setting of the rugged outer west coast of Vancouver Island.

Located on the narrow Ucluth Peninsula between Barkley Sound and the exposed Pacific Ocean, Ucluelet's name ("safe Harbour" in the Nuu-chah-nulth language) points to the key position of the town in this spectacular landscape. Poised on the edge of the Pacific, the community draws its energy from the interplay of the contrasting and complementary qualities of the landscape and the people. A short stroll takes you from Big Beach and the surge of the wild Pacific to the Whiskey Dock in the centre of the village and the calm waters of the harbour. Attractions included such wonders as the Wild Pacific Trail, Amphitrite House, Village Green, Ucluelet Aquarium and world class restaurants.

The people who make up the town of Ucluelet, of just over 2,000 people, are known for being a friendly, hardworking resourceful and welcoming group of citizens who are fiercely protective of the land and sea, and the resources which have sustained the community for generations. Ucluelet has been recognized as a town committed to

carefully managing its growth to ensure that, as it changes over time, the natural environment is protected, the social fabric of the community is strengthened, and the local economy becomes more diverse and vibrant.

Outcomes from the new Tourism Master Plan have helped to shape the next cycle of the Resort Development Strategy, highlighting vision, focus areas, and guiding principles in terms of tourism in Ucluelet

### **The Vision**

**Tourism in Ucluelet welcomes visitors year-round for genuine, immersive, and restorative West Coast experiences that are respectful of our environment, cultures and people.**

### **Focus Areas:**

- **Environmental stewardship**
- **Vibrant businesses and communities**
- **Diverse, quality, and genuine offerings year-round**
- **Managed growth**
- **Robust tourism foundation**

### **Guiding Principles**

1. Protect natural areas and ecological function. Maintain and enhance Ucluelet's unique character and preserve its heritage
2. Foster a welcoming and complete community
3. Build a diverse and dynamic local economy
4. Creating a compact and vibrant Village Square
5. Develop and maintain top quality parks, trails, recreation and community services for residents and visitors
6. Manage growth in balance with jobs, infrastructure investments, and the provision of services
7. Embrace the challenge of addressing the causes and impacts of climate change

## Goals

Goal 1: To increase visitor satisfaction through the development, upgrade and installation or enhancement of accessible infrastructure and amenities;

Goal 2: To increase sustainable tourism practices by working with partners to ensure sustainability through programming and infrastructure;

Goal 3: To deliver remarkable visitor experiences by delivery of services, programs or events that will contribute to a positive visitor experience and/or showcase local and Indigenous cultural tourism;

Goal 4: To increase repeat visitor visitation through education amenities, and quality events;

Goal 5: To support economic strategies that attract more visitors and extend stays through more visitor services, activities and accommodation resulting in a more vibrant economy;

Goal 6: To extend tourism season by providing infrastructure and amenities that support year-round enjoyment and access to the West Coast

## Performance Measurement Approaches

The District of Ucluelet will annually assess its goals on a regular basis to ensure that the RMI outcomes such as extending the tourism season, increase visitation, improve accessibility, and Indigenous Tourism and Enhance visitor experience are being realized. We will accomplish this through gathering information regarding changes in MRDT revenues, demonstrated growth in the shoulder season, visitation numbers to the community, tourism employment data as well as working with Tourism Ucluelet on metrics for the area.



## **Community Consultation**

On November 13, 2024, the District of Ucluelet held an Open House to glean community feedback regarding potential projects for the next cycle of the Resort Development Strategy 2025 -2027. Over 25 people attended the event and submitted 17 feedback forms. Additionally, an online survey was executed to gather feedback from 95 community members and professionals in the tourism field.

The District of Ucluelet and Tourism Ucluelet Destination Marketing Organization (DMO) recently collaboratively completed a Tourism Master plan with a large variety of groups represented on the working group. Consultation was done with local Community Societies such as the Wild Pacific Trail Society and Wildsafe BC – Westcoast when looking at potential projects.

Along with the District of Ucluelet's Mayor, Council, and senior staff, and our two key stakeholders, Tourism Ucluelet and Ucluelet Chamber of Commerce, have worked together to provide a well represented and diverse cross section of tourism products from retailers to accommodation providers and adventure tourism businesses. As in small towns most of the participants involved in this stakeholder group wear multiple roles in the community.

## **Stakeholders**

- District of Ucluelet
- Tourism Ucluelet
- Wild Pacific Trail Society
- The Community
- Yuułuʔiłʔatḥ (Ucluelet First Nation)

## **First Nation Engagement**

In the spirit of reconciliation, the District aims to broaden and strengthen this relationship to better the lives of all community members. The District has held a few Community to Community (C2C) Forums under the Province's initiative with the Yuułuʔiłʔatḥ (Ucluth

First Nation) with remarkable success. From these C2C meetings a Protocol Agreement was established "In recognition of the benefits that the communities can realize by working together, an avenue for dialogue and action is required where the parties come together to a common table as equal partners." Shared vision, values and communications are all pillars of the agreement. Tourism was an area that has been identified as a significant area of mutual interest.

In the fall of 2024, the Director of Community Services met with the Manager of Intergovernmental Affairs Communications and Public Relations at the Yuułuᑦᑭᑦᑎᑦᑎᑦᑎᑦ Government (YG) to discuss RMI parameters and Yuułuᑦᑭᑦᑎᑦᑎᑦᑎᑦ involvement. From this meeting and internal discussion with YG staff, the following potential projects were discussed moving forward:

- Increase the presence of Nuu Cha Nulth language throughout the community
- Install Nuu Cha Nulth place name signage at various locations throughout the community.
- Increase cultural awareness by adding storyboards at Amphitrite House speaking to the traditional heritage and culture of the Yuułuᑦᑭᑦᑎᑦᑎᑦᑎᑦ.
- Design and install a mural on the bottom of Amphitrite House depicting Yuułuᑦᑭᑦᑎᑦᑎᑦᑎᑦ heritage and culture.
- Request the design of a totem pole at the Village Green

### **Linkages to Other Plans**

This plan takes into consideration the following documents:

- Tourism Master Plan
- Official Community Plan
- Parks & Recreation Master Plan (in progress)
- District of Ucluelet Strategic Plan
- Economic Development Strategy
- MRDT Tactical plans

	2025	2026	2027	Total RMI Allocation
Carryover from previous year		\$ 210,000	\$ 125,000	
Interest earned on carryover	\$ -	\$ -	\$ -	
Anticipated RMI Funding	\$ 515,000	\$ 515,000	\$ 515,000	
<b>Total Funds Available</b>	<b>\$ 515,000</b>	<b>\$ 725,000</b>	<b>\$ 640,000</b>	<b>\$ 1,545,000</b>
<b>Anticipated Spending</b>				
<b>2025 - 2027 RDS Projects</b>				
<b>Tourism Infrastructure, Amenities, or Capital Purchases:</b>				
First Nations Projects	\$ -	\$ -	\$ 100,000	\$ 100,000
Trails Expansion/upgrade	\$ 95,000	\$ 100,000	\$ -	\$ 195,000
Skatepark Expansion	\$ -	\$ 320,000	\$ -	\$ 320,000
Village Green Event Space	\$ -	\$ 100,000	\$ -	\$ 100,000
Village Green Revialization	\$ -	\$ -	\$ 300,000	\$ 300,000
Peninsula Rd Entrance	\$ -		\$ 160,000	\$ 160,000
Furnishings	\$ 55,000	\$ -	\$ -	\$ 55,000
Amphithrite house & Park	\$ 75,000	\$ -	\$ -	\$ 75,000
<b>Sub Total</b>	<b>\$ 225,000</b>	<b>\$ 520,000</b>	<b>\$ 560,000</b>	<b>\$ 1,305,000</b>
(Minimum 70% over 3 year term)			84%	
<b>Tourism Services, Programs or Events:</b>				
Special Events	\$ 40,000	\$ 40,000	\$ 40,000	\$ 120,000
Wildsafe BC - educ	\$ 20,000	\$ 20,000	\$ 20,000	\$ 60,000
	\$ -	\$ -	\$ -	\$ -
<b>Sub Total</b>	<b>\$ 60,000</b>	<b>\$ 60,000</b>	<b>\$ 60,000</b>	<b>\$ 180,000</b>
(Maximum 30% over 3 year term)			12%	
<b>Administration (if applicable):</b>				
Conference	\$ 6,000	\$ 6,000	\$ 6,000	\$ 18,000
Admin	\$ 14,000	\$ 14,000	\$ 14,000	\$ 42,000
<b>Sub Total</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$ 60,000</b>
(up to \$20,000 per year)				
<b>Total Spending:</b>	<b>\$ 305,000</b>	<b>\$ 600,000</b>	<b>\$ 640,000</b>	<b>\$ 1,545,000</b>
<b>Carry forward (if any):</b>	<b>\$ 210,000</b>	<b>\$ 125,000</b>	<b>\$ -</b>	<b>\$ -</b>



Dear Mayor and Council Members,

I am writing to express my strong opposition to the proposed implementation of paid parking in Ucluelet.

As the owner of Gypsy Drifter Shop, a small boutique that has proudly served both locals and tourists for the past nine years, I am deeply concerned about the impact this plan will have on our community and local economy. Ucluelet's charm lies in its accessibility, warmth, and the organic connection people feel when visiting. Paid parking undermines that experience.

Many of my customers find us through social media and stop in while passing through town. The spontaneity of these visits is part of what makes Ukee feel welcoming and alive. Introducing paid parking creates a barrier—both financially and psychologically—that may discourage those quick, joyful stops.

Additionally, staffing in our town is already a challenge. Requiring employees—especially seasonal and transient workers who do not have permanent addresses—to pay for parking just to come to work is both unfair and counterproductive. We should be finding ways to support our workers, not add further financial burdens to their already limited resources.

While I understand the intent may be to generate revenue, I urge you to consider alternative solutions that align with Ucluelet's values and support the sustainability of small businesses. Paid parking may work in larger urban settings, but it does not reflect the spirit of our quaint coastal town.

I hope council will reconsider this plan and open the door to more community consultation and collaboration. Please don't let this decision erode the unique atmosphere that draws people to Ucluelet in the first place.

Thank you for your time and consideration.

Sincerely,  
Nikki Buston  
Owner, Gypsy Drifter Shop

[REDACTED]  
[REDACTED]



From: MIKE BAIRD [REDACTED]  
Sent: April 22, 2025 8:19 PM  
To: Community Input Mailbox <communityinput@ucluelet.ca>  
Subject: Letter to council re: pay parking opposition

[External]

To: Mayor and Council

District of Ucluelet

Subject: Concerns Regarding the Proposed Implementation of Pay Parking

Dear Mayor and Council Members,

As a commercial property owner and local resident of Ucluelet, I am writing to express my concern and opposition to the proposed introduction of pay parking in our town.

Our local economy is built on the strength of small, independently owned businesses and the community members and visitors who support them. Adding pay parking to our streets and public spaces threatens to place an unnecessary burden on visitors and may create a negative first impression and discourage them from staying longer, exploring more, or returning in the future.

Tourism is a cornerstone of our local economy, and people work hard as business owners to create an inviting and accessible experience for those who choose to spend their time and money here. Pay parking sends the opposite message: that convenience and community warmth are being replaced by meters and fees.

Moreover, the ripple effects of pay parking could be significant—reduced foot traffic, shorter visits, and customer dissatisfaction. These are not small concerns for businesses that operate seasonally or rely on strong word-of-mouth and repeat customers.

I urge Council to reconsider this direction and to consult thoroughly with local residents and business owners before making decisions that could impact the vibrancy and livelihood of our downtown and surrounding areas. We all want Ucluelet to thrive—but there are better ways to support the community and manage parking without compromising the values that make this town so unique.

Thank you for your time and consideration.

Sincerely,





**From:** Romona Sertic [REDACTED]  
**Sent:** April 22, 2025 8:25 PM  
**To:** Community Input Mailbox <communityinput@ucluelet.ca>  
**Subject:** Opposition to pay parking

**[External]**

Mayor and Council  
District of Ucluelet

Subject: Opposition to the Implementation of Pay Parking in Ucluelet

Dear Mayor and Council Members,

I am writing to express my strong opposition to the proposed implementation of pay parking within the District of Ucluelet.

As a long-time resident of this community, I value the welcoming, down-to-earth atmosphere that makes Ucluelet such a special place to live and visit. Introducing pay parking would change the character of our town in a way that feels out of step with the values and rhythms of our community.

Pay parking may be intended as a revenue-generating tool, but in a small town like ours, it risks creating unnecessary barriers for locals, visitors, and businesses alike. For the tourists—who are vital to our local economy—adding fees for parking sends an unwelcoming message and may even discourage repeat visits.

Our town has long been a place where people can come to relax and connect with nature, without the complications or frustrations often found in larger urban centers. Pay parking may solve one issue, but it could create many more—especially if not managed carefully and with extensive community input.

I urge Council to consider alternative solutions that are more in keeping with the spirit of Ucluelet and that prioritize local residents, support our small businesses, and preserve the easygoing, community-first culture we all cherish.

Thank you for your time and for your commitment to our community. I trust that you will listen closely to the voices of your constituents on this important issue.

Sincerely,

Romona Sertic

A solid black rectangular box used to redact the signature of Romona Sertic.



April 23, 2025

Mayor Marilyn McEwen and Council Members  
District of Ucluelet  
200 Main Street  
Ucluelet, BC V0R 3A0

Dear Mayor McEwen and Council Members,

**RE: Formal Opposition to the Proposed Year-Round Pay Parking Program**

On behalf of the Ucluelet Chamber of Commerce and the local business community, I submit our formal opposition to the proposed year-round pay parking program currently under consideration for adoption by the District of Ucluelet.

Tourism is not a burden on Ucluelet's infrastructure — it is the economic engine of our community. According to the District's own figures, 60% of the 612 business licenses issued as of September 2024 rely directly on tourism. This sector generates over \$50 million in annual spending, supporting our local economic health, employment, housing, and food security. One major employer, Black Rock Oceanfront Resort, contributes nearly 17% of the District's annual tax revenue alone.

Despite the scale and implications of this proposed bylaw, we are concerned by the lack of the District's robust consultation, economic analysis, or community consensus-building to date. The then-Chief Administrative Officer of the District, Duane Lawrence, presented the results of a visitor parking survey at the June 11, 2024 Council Meeting. The survey's binary yes/no question offered no exploration of broader impacts, implications, or viable alternatives, and its outcome was almost evenly split. In fact, 51% of respondents opposed the plan.

**Key Concerns with the ByLaw:**

- imposes flat-rate parking fees without hourly or flexible options;
- risks damaging Ucluelet's reputation as a welcoming and accessible destination;
- introduces unnecessary financial burdens on volunteers and seasonal workers who are essential to the local economy;
- is proceeding despite significant public and business opposition — an opposition petition now has over 300 individual signatures;
- was developed without an economic impact assessment or a formal public hearing;
- projects substantial revenue based on unproven assumptions, and

- Mr. Lawrence stated that it will **not** reduce property taxes, but simply act as another municipal revenue stream.

To implement such a wide-reaching policy — one that could reshape visitor perception, affect business viability, and challenge our tourism-driven economy — without full transparency, formal analysis, or public hearing does not serve this community.

### **Recommended Alternatives**

The Chamber of Commerce supports responsible solutions that balance infrastructure needs with economic sustainability. We propose:

- Seasonal implementation only (e.g., May–September)
- Free or low-cost short-term parking (e.g., first 1–2 hours)
- Flexible hourly rates instead of high flat fees
- Employee parking permits or exemptions (seasonal without proof of residency)
- Expanded voluntary contribution programs

These ideas are supported by Ucluelet's own Tourism Master Plan, which recommends visitor-friendly models and sustainable revenue alternatives without penalizing or constricting the tourism sector.

The apparent assumption that visitation to Ucluelet will be unaffected — and that revenue will meet expectations — is not yet proven by the data. But the risk to tourism-based businesses, especially in the short term, is potentially substantial. If revenue falls short or the program causes measurable economic harm, will the District be willing to reverse course, or will the new income prove too essential to forgo?

### **A Call for Responsible Governance**

We urge Council to pause implementation of the bylaw and commit to:

- conducting a full, independent economic impact study;
- hosting a formal public hearing to gather informed feedback;
- re-engaging with the Chamber and community on revenue-positive, visitor-friendly alternatives; and
- releasing a more detailed net revenue forecast for the proposed program.

Ucluelet's future depends on collaboration, inclusion, and thoughtful planning. The Chamber is ready to work with the District to explore smarter, more sustainable strategies — on this topic and others — that support our local infrastructure without risking the very economy this community depends on.

Thank you for your attention to this critical matter.

Sincerely,



Craig Stewart  
Vice President  
Ucluelet Chamber of Commerce

  
cstewart@crlawyers.ca