



REGULAR MEETING OF COUNCIL
Tuesday, September 13, 2016 @ 7:30 PM
George Fraser Room, Ucluelet Community Centre,
500 Matterson Drive, Ucluelet

AGENDA

| | Page |
|--|--------|
| 1. CALL TO ORDER | |
| 2. ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORY | |
| <p>We acknowledge, respect and honour the Yuułu?iŋ?ath First Nations on whose traditional territories the District of Ucluelet operates and all First Nations people residing within the boundaries of Ucluelet.</p> | |
| 3. ADDITIONS TO AGENDA | |
| 4. ADOPTION OF MINUTES | |
| 4.1. August 09, 2016 Public Hearing Minutes | 5 - 8 |
| 2016-08-09 Public Hearing Minutes | |
| 4.2. August 09, 2016 Regular Minutes | 9 - 17 |
| 2016-08-09 Regular Minutes | |
| 5. UNFINISHED BUSINESS | |
| 6. MAYOR'S ANNOUNCEMENTS | |
| 7. PUBLIC INPUT, DELEGATIONS & PETITIONS | |
| 7.1 Public Input | |
| 7.2 Delegations | |
| • Rachele Cole & Rhiannon Davis, BC Ambulance Service | 19 |
| Re: Tofino/Ucluelet Community Paramedicine Program | |
| BCAS Delegation Request | |
| • Ray Hunt & Chris Le Fevre, Le Fevre Group | 21 |
| Re: Brief Presentation in Support of Pocket Community Development | |
| Delegation Request Form | |
| 8. CORRESPONDENCE | |
| 8.1. Request to Assist with Knotweed Removal | 23 |
| Central Westcoast Forestry Society | |
| C-1 Big Beach Parking Lot Project - Knotweed | |
| 8.2. Request for No-Camping Signs | 25 |
| Kasia Kromka | |

[C-2 Illegal Camping](#)

- 8.3. New Funding Opportunity
BC Ministry of Energy & Mines

27

[C-3 Federal Energy Innovation Program](#)

9. INFORMATION ITEMS

10. COUNCIL COMMITTEE REPORTS

10.1 Councillor Sally Mole

Deputy Mayor April – June

- Ucluelet & Area Child Care Society
- Westcoast Community Resources Society
- Coastal Family Resource Coalition
- Food Bank on the Edge
- Alberni Clayoquot Regional District - Alternate

=> *Other Reports*

10.2 Councillor Marilyn McEwen

Deputy Mayor July – September

- West Coast Multiplex Society
- Ucluelet & Area Historical Society
- Wild Pacific Trail Society
- Vancouver Island Regional Library Board – Trustee

=> *Other Reports*

10.3 Councillor Mayco Noel

Deputy Mayor October – December

- Ucluelet Volunteer Fire Brigade
- Central West Coast Forest Society
- Ucluelet Chamber of Commerce
- Clayoquot Biosphere Trust Society - Alternate
- Tourism Ucluelet
- Signage Committee
- Community Forest Board

=> *Other Reports*

10.4 Councillor Randy Oliwa

Deputy Mayor January – March

- Vancouver Island Regional Library Board - Alternate
- Harbour Advisory Committee

- Aquarium Board
- Seaview Seniors Housing Society
- Education Liaison

=> *Other Reports*

10.5 Mayor Dianne St. Jacques

- Alberni-Clayoquot Regional District
- Coastal Community Network
- Groundfish Development Authority
- DFO Fisheries Committees for Groundfish & Hake
- Pacific Rim Harbour Authority
- Pacific Rim Arts Society
- Whale Fest Committee

=> *Other Reports*

11. REPORTS

- | | | |
|-------|--|---------|
| 11.1. | Expenditure Voucher G-15/16 <i>Jeanette O'Connor, CFO</i> R-1 Expenditure Voucher | 29 - 35 |
| 11.2. | Monthly Motion Status Report <i>Morgan Dosdall, Deputy Clerk</i> R-2 MMR 16-09 | 37 - 45 |
| 11.3. | Proposed Thiepval Cannon Historical Sign <i>John Towgood, Planner 1</i> R-3 Proposed Thiepval Cannon Historical Sign | 47 - 48 |
| 11.4. | Request to Switch Projects and Release of Funds <i>Abby Fortune, Director of Parks & Recreation</i> R-4 Request to Release Funds | 49 - 52 |
| 11.5. | Financial Update <i>Jeanette O'Connor, Chief Financial Officer</i> R-5 Financial Update | 53 - 60 |

12. LEGISLATION

- | | | |
|-------|---|---------|
| 12.1. | Report - Proposal to Amend District of Ucluelet Official Community Plan Bylaw <i>John Towgood, Planner 1</i> L-1 OCP Amendment Bylaw Report | 61 - 63 |
| 12.2. | Bylaw No. 1205, 2016 - Official Community Plan Amendment Bylaw L-2 OCP Amendment Bylaw 1205 | 65 - 67 |
| 12.3. | Report - Proposal to Amend Zoning Bylaw <i>John Towgood, Planner 1</i> L-3 Zoning Amendment Bylaw Report | 69 - 73 |

- | | | |
|--------|--|-----------|
| 12.4. | Bylaw No. 1202, 2016 - Zoning Amendment Bylaw L-4 Zoning Amendment Bylaw 1202 | 75 - 76 |
| 12.5. | Report - District of Ucluelet Cemetery Management Bylaw - 4th Reading and Final Adoption <i>Jeanette O'Connor, Chief Financial Officer</i> L-5 District of Ucluelet Cemetery Bylaw Report | 77 - 79 |
| 12.6. | Bylaw No. 1206, 2016 - District of Ucluelet Cemetery Management Bylaw L-6 District of Ucluelet Cemetery Management Bylaw 1206 | 81 - 91 |
| 12.7. | Report - Ucluelet Municipal Property Tax Exemption Bylaw - Request for three readings <i>Jeanette O'Connor, Chief Financial Officer</i> L-7 Ucluelet Municipal Property Tax Exemption Bylaw Report | 93 - 95 |
| 12.8. | Bylaw No. 1207, 2016 - District of Ucluelet Municipal Property Tax Exemption Bylaw L-8 Property Tax Exemption - Bylaw 1207 | 97 - 99 |
| 12.9. | Report - Proposal to Amend Zoning Bylaw for Pocket Neighbourhood Residential <i>John Towgood, Planner 1</i> L-9 Zoning Amendment Bylaw - Pocket Neighbourhood Residential Report | 101 - 119 |
| 12.10. | Bylaw No. 2018, 2016 - Zoning Amendment Bylaw Zoning Amendment Bylaw 1208 | 121 - 125 |
| 13. | LATE ITEMS <ul style="list-style-type: none"> • Late items will be addressed here as addenda items | |
| 14. | NEW BUSINESS | |
| 15. | QUESTION PERIOD | |
| 16. | CLOSED SESSION | |
| | <i>Procedural Motion to Move In-Camera:</i> | |
| | THAT the meeting be closed to the public in order to address agenda items under Section 90(1) of the <i>Community Charter</i> . | |
| 17. | ADJOURNMENT | |

- Andrew Yeates, CAO, read Official Community Plan Amendment Bylaw No. 1205, 2016

3.2 Written Submissions for Bylaw No. 1205, 2016

There were no written submissions

3.3 Public Representations for Bylaw 1205, 2016

Mayor St. Jacques asked a first time if there are any representations from the public regarding Bylaw No. 1205, 2016.

- Margaret Morrison, on behalf of the Westcoast Community Resources Society; 1497 Victoria Rd - *Supported Bylaw No. 1205, 2016*
- Chelsea Mead, on behalf of Ma'kola Development Services; 1572 Binding St, Victoria - *Supported Bylaw No. 1205, 2016*

Mayor St. Jacques asked a second time if there are any representations from the public regarding Bylaw No. 1205, 2016.

There were no comments from the public.

Mayor St. Jacques asked a third and final time if there are any representations from the public regarding Bylaw No. 1205, 2016, and explained that Council cannot receive any further verbal or written submissions after this point.

There were no comments from the public.

3.4 Zoning Amendment Bylaw No. 1202, 2016

- Andrew Yeates, CAO, read Zoning Amendment Bylaw No. 1202, 2016

3.5 Written Submissions for Bylaw No. 1202, 2016

There were no written submissions.

3.6 Public Representations for Bylaw No. 1202, 2016

Mayor St. Jacques asked a first time if there are any representations from the public regarding Bylaw No. 1202, 2016.

There were no comments from the public.

Mayor St. Jacques asked a second time if there are any representations from the public regarding Bylaw No. 1202, 2016.

There were no comments from the public.

Mayor St. Jacques asked a third and final time if there are any representations from the public regarding Bylaw No. 1202, 2016, and explained that Council cannot receive any further verbal or written submissions after this point.

There were no comments from the public.

3.7 Zoning Amendment Bylaw No. 1203, 2016

- Andrew Yeates, CAO, read Zoning Amendment Bylaw No. 1203, 2016
- Andrew Yeates, CAO, noted additional issues that were not included in the original staff report:
 - The proposed rezoning would eliminate the Commercial use on the property and, as such, DCCs would not be collected
 - DCCs for the property were not collected at the time of subdivision in anticipation of collection of the commercial component
 - Under the *Local Government Act*, multiple family projects with less than 3 units are exempt from DCCs
 - Staff and the applicant have been discussing an alternate payment but no agreement has yet been reached
 - There is no sidewalk, a road SRW issue, as a trail was anticipated on the property, but that was not secured during subdivision; staff have discussed the matter with the applicant but no commitment has been made; such a commitment would need to be secured by SRW and the same procedure applies as above
 - The covenant and SRW would be registered before the amendment bylaw is brought back for consideration of final adoption
- Andrew Yeates, CAO, requested direction from Council to secure the above matters; however, if the applicant is not willing to do so, staff request to still bring the bylaw forward for consideration of final adoption

3.8 Written Submissions for Bylaw No. 1203, 2016

There were no written submissions.

3.9 Public Representations for Bylaw No. 1203, 2016

Mayor St. Jacques asked a first time if there are any representations from the public regarding Bylaw No. 1203, 2016.

There were no comments from the public.

Mayor St. Jacques asked a second time if there are any representations from the public regarding Bylaw No. 1203, 2016.

There were no comments from the public.

Mayor St. Jacques asked a third and final time if there are any representations from the public regarding Bylaw No. 1203, 2016, and explained that Council cannot receive any further verbal or written submissions after this point.

There were no comments from the public.

4. ADJOURNMENT

- 4.1 Mayor St. Jacques closed the Public Hearing for Official Community Plan Amendment Bylaw No. 1205, 2016, Zoning Amendment Bylaw No. 1202, 2016 and Zoning Amendment Bylaw No. 1203, 2016
- 4.2 Mayor St. Jacques adjourned the Public Hearing at 7:16 pm

CERTIFIED CORRECT: Minutes of the Public Hearing held on Tuesday, August 9, 2016 at 7:00 pm in the George Fraser Room, Ucluelet Community Centre, 500 Matterson Road, Ucluelet, BC.

Dianne St. Jacques
Mayor

Andrew Yeates
CAO

- J. Ingster commented that he is a prospective buyer on Lorne White Place and was the creator of the neighbourhood petition by residents of Lorne White Place and Cedar Grove Place for the removal of a SRW for garbage dumpsters in the neighbourhood; J. Ingster commented on his preference for door-to-door garbage pick-up and the disadvantages to having a centralized dumpster

8. CORRESPONDENCE

8.1 Request for Support re: Proposed UBCM Resolutions City of Prince George

2016-323 **It was moved by Marilyn McEwen and seconded by Randy Oliwa**
THAT Council support the UBCM resolutions put forward by the City of Prince George with regards to: Gaming Funds Available to Non-Profit Community Organizations; Call for a Poverty Reduction Plan for British Columbia; and Federal Marijuana Tax Fund.

CARRIED.

8.2 Request for Road Closure re: Children's Bike Rodeo Ucluelet RCMP

2016-324 **It was moved by Marilyn McEwen and seconded by Mayco Noel**
THAT Council accept the request by Carrie Midlane to allow the closure of Larch Road between Yew Street and Holly Crescent from 10:00am - 3:00pm on October 1, and that staff provide the barricades to effect the closure by placing and removing them before and after the event.

CARRIED.

8.3 Request for Permission re: Boat Basin Signage Central Westcoast Forest Society

2016-325 **It was moved by Randy Oliwa and seconded by Marilyn McEwen**
*THAT Council be forwarded copies of the sign proof for the Central Westcoast Forest Society's Boat Basin interpretive sign so that Council may view and have the opportunity for input prior to sign construction;
 AND THAT the Central Westcoast Forest Society be requested to bring forward additional locations in which future signage could be placed in the community for Council consideration.*

CARRIED.

8.4 Request re: Reconsideration of Marine Trail Connector Erik & Linda Larsen

2016-326 **It was moved by Randy Oliwa and seconded by Mayco Noel**
THAT Council receive correspondence item 8.4 "Request re: Reconsideration of Marine Trail Connector" for information.

CARRIED.

9. INFORMATION ITEMS

2016-327 **It was moved by Randy Oliwa and seconded by Marilyn McEwen**
 THAT Council receive information items 9.1 through 9.8 as a block.

CARRIED.

9.1 2016 Local Economic Development in BC Survey Results
Ministry of Jobs, Tourism and Skills Training

9.2 2016 Small Community and Traffic Fine Revenue Sharing Grants
Ministry of Community, Sport and Cultural Development

9.3 Ucluelet Receives Rural Dividend Grant for \$10,000
Ministry of Forests, Lands and Natural Resource Operations

9.4 Support for Extended Producer Responsibility Program
Metro Vancouver

9.5 State of the Island Economic Summit - October 26 and 27, 2016
Vancouver Island Economic Alliance

2016-328 **It was moved by Dianne St. Jacques and seconded by Mayco Noel**
 THAT Council approve sending a member of Council to the VIEA State of the
 Island Conference in October, 2016.

Carried.

9.6 21st Annual Rich Coleman Appreciation Barbeque - September 11,
2016
BC Liberals

9.7 Response to 2015 UBCM Commitments
Royal Canadian Mounted Police

9.8 Invitation to Meet at UBCM
Opposition Spokesperson for Local Government

10. COUNCIL COMMITTEE REPORTS

10.1 Councillor Sally Mole
 Deputy Mayor April – June
 N/A

10.2 Councillor Marilyn McEwen
 Deputy Mayor July – September
 West Coast Multiplex Society

- Met August 8, 2016; received delegation from Scott Kenney (ACRD), who is assisting the society by crafting the Multiplex business plan; society is planning a tour of Shawnigan Lake Ice Rink on August 18, which is a sprung structure building similar to that being considered for the Multiplex; stakeholder Mayors will be invited to attend the tour

Ucluelet & Area Historical Society

- Society recently became aware that the Parks-owned house on Bay Street is empty; society has been looking at this house as a possible location for their museum

2016-329

It was moved by Marilyn McEwen and seconded by Randy Oliwa.

THAT Council direct staff to investigate the intended use going forward by Parks Canada for their empty property located on the corner of Peninsula Road and Bay Street.

CARRIED.

Wild Pacific Trail Society

- Society is continuing their educational interpretive walks program; will have numbers to report on success of this program in September; trail counter numbers for July are as follows - Ancient Cedars at 6,334; Coast Guard at 46,643; Lighthouse Loop at 34,774; Marine/Cynamocka at 19,003; total for July was 106,754
- On July 18, society toured the new connector (He-Tin-Kis to Coast Guard Road) with Jim Martin; connector will have a buffer between path and the road, as well as garbage cans, and will be a safe conductor for trail walkers

=> Other Reports

- Mayor and Coun. McEwen toured the sewage lagoons on July 15 with Superintendent of Public Works
- Council met with the owner of Lady Rose Marine to discuss the District's interest in a possible car-carrying ferry to Ucluelet from Port Alberni
- Council met to discuss the upcoming UBCM convention and their topics for Minister meetings

10.3 Councillor Mayco Noel

Deputy Mayor October – December

Central West Coast Forest Society

- Society is meeting August 19; Coun. Noel will bring forward the topic of signage locations in town

=> **Other Reports**

- Council met with Barkley Community Forest Board today to receive updates on their progress

10.4 Councillor Randy Oliwa
Deputy Mayor January – March

Seaview Seniors Housing Society

- Society continues planning for Phase 2 in creating a select committee; Seaview currently has a temporary administrator who discovered that the independent living facility has no online profile; society will be looking to remedy this in the future

10.5 Mayor Dianne St. Jacques

Alberni-Clayoquot Regional District

- Met July 27, Tofino requested a support letter to move to a 3% hotel tax (currently at 2%); skydiving company is still trying to set up at Long Beach Airport

DFO Fisheries Committees for Groundfish & Hake

- Meetings taking place next week

=> **Other Reports**

- Attended Destination BC meeting, which discussed province's 10-year plan for tourism; Ucluelet falls under South Central Island area; work plan is currently being developed with local governments and stakeholders; draft should be ready by end of 2016
- Lady Rose Marine meeting; company has purchased a car ferry that holds 26 cars; there is a possibility of having the ferry land in Ucluelet; company inquired if Ucluelet is interested in investigating the possibility, and Council responded affirmatively; ferry runs would be expected 3x a week; company was surprised at high volume of interest in this becoming a reality
- Met with Scott Kenny, former recreation director at Port Alberni who is now a consultant; Scott is moving the ACRD Multiplex project forward

- Met with Pacific Rim National Park Superintendent Karen Haugen; work on the proposed trail through the park is moving forward
- Met with Barkley Community Forest directors today, who are working through their stewardship plan; goal is to harvest towards the end of the year; will be public input sessions prior to harvest

2016-330 **It was moved by Mayco Noel and seconded by Randy Oliwa.**
THAT Council accept all committee reports.

CARRIED.

11. REPORTS

11.1 Expenditure Voucher G-14/16 *Jeanette O'Connor, CFO*

2016-331 **It was moved by Randy Oliwa and seconded by Mayco Noel**
THAT Council receive Expenditure Voucher G-14/16 for information

CARRIED.

11.2 Adoption of District of Ucluelet Policies *David Douglas, Manager of Finance*

2016-332 **It was moved by Randy Oliwa and seconded by Mayco Noel**
THAT Council approve recommendation 1(a) and 1(b) of report item "Adoption of District of Ucluelet Policies", which states:

1. *That Council hereby adopt and bring into effect the following policies of the District of Ucluelet:*
 - (a) *Purchasing and Disposal Policy 3-1200-4*
 - (b) *Environmental Purchasing Policy 3-1200-3*

CARRIED.

11.3 Financial Update 2016 *Jeanette O'Connor, Chief Financial Officer*

2016-333 **It was moved by Marilyn McEwen and seconded by Mayco Noel**
THAT Council accept the Financial Update report as presented.

CARRIED.

12. LEGISLATION

12.1 Proposal to Amend District of Ucluelet Community Plan Bylaw *John Towgood, Planner 1*

2016-334 **It was moved by Marilyn McEwen and seconded by Randy Oliwa**
THAT Council approve recommendation 1 of report item "Proposal to amend District of Ucluelet Official Community Plan Bylaw No. 1140, 2011 by removing Lot 2, Plan VIP29119 from the Service Commercial designation and place it in Residential - Multi Family", which states:

1. *That Official Community Plan Amendment Bylaw No. 1205, 2016 be given Third Reading.*

CARRIED.

12.2 Official Community Plan Amendment Bylaw No. 1205, 2016

- 2016-335 **It was moved by Randy Oliwa and seconded by Marilyn McEwen**
THAT Council give Third Reading to Official Community Plan Amendment Bylaw No. 1205, 2016.

CARRIED.

12.3 Proposal to Amend Zoning Bylaw ***John Towgood, Planner 1***

- 2016-336 **It was moved by Randy Oliwa and seconded by Marilyn McEwen**
THAT Council approve recommendation 1 of report item "Proposal to amend Zoning Bylaw No. 1160, 2013 by removing Lot 2, Plan VIP29119 from the CS-2 Service Commercial Zone and place it in R-2 Zone - Medium Density Residential", which states:

1. *That Zoning Amendment Bylaw No. 1202, 2016 be given Third Reading.*

CARRIED.

12.4 Zoning Amendment Bylaw No. 1202, 2016

- 2016-337 **It was moved by Marilyn McEwen and seconded by Mayco Noel**
THAT Zoning Amendment Bylaw No. 1202, 2016 be given Third Reading.

CARRIED.

12.5 Proposal to Amend Zoning Bylaw ***John Towgood, Planner 1***

- 2016-338 **It was moved by Randy Oliwa and seconded by Mayco Noel**
THAT Council approve recommendation 1 of report item "Proposal to amend Zoning Bylaw No. 1160, 2013 by removing Lot 33, Plan VIP79602 from the CD-3 zone Commercial/Residential and place it in R-2 zone - Medium Density", which states:

1. *That Zoning Amendment Bylaw No. 1203, 2016 be given Third Reading.*

CARRIED.

- 2016-339 **It was moved by Mayco Noel and seconded by Randy Oliwa**
THAT Council direct staff to continue negotiations to secure Statutory Rights of Way for a public sidewalk, trail, or road allowance and a voluntary payment in consideration of DCCs foregone by the loss of commercial space on the property, payable at building permit, and if agreed by the applicant, to register the SRWs and Covenant prior to consideration of Final Adoption, and that the District or applicant be responsible for legal and registration costs.

CARRIED.

12.6 Zoning Amendment Bylaw No. 1203, 2016

- 2016-340 **It was moved by Randy Oliwa and seconded by Marilyn McEwen**

THAT Zoning Amendment Bylaw No. 1203, 2016 be given Third Reading.

CARRIED.

12.7 Proposal to Amend Cemetery Management Bylaw

Jeanette O'Connor, Chief Financial Officer

2016-341

It was moved by Randy Oliwa and seconded by Mayco Noel

THAT Council approve recommendation 1 of report item "Ucluelet Cemetery Bylaw - Proposed Bylaw No. 1206, 2016", which states:

1. *THAT Council gives up to three readings to proposed District of Ucluelet Cemetery Management Bylaw No. 1206, 2016.*

CARRIED.

12.8 District of Ucluelet Cemetery Management Bylaw No. 1206, 2016

2016-342

It was moved by Randy Oliwa and seconded by Marilyn McEwen

THAT District of Ucluelet Cemetery Management Bylaw No. 1206, 2016 be given First Reading.

CARRIED.

2016-343

It was moved by Marilyn McEwen and seconded by Mayco Noel

THAT District of Ucluelet Cemetery Management Bylaw No. 1206, 2016 be given Second Reading.

CARRIED.

2016-344

It was moved by Mayco Noel and seconded by Randy Oliwa

THAT District of Ucluelet Cemetery Management Bylaw No. 1206, 2016 be given Third Reading.

CARRIED.

13. LATE ITEMS

13.1 Opposition to Garbage Disposal Site

John Towgood, Planner 1

2016-345

It was moved by Randy Oliwa and seconded by Mayco Noel

THAT Council approve recommendation 1 of late report item "Service Right of Ways FB255981 and FB239158", which states:

1. *That Council supports the release of service right of way FB255981 and FB239158.*

CARRIED.

13.2 Request for Letter of Support re: Grant Application to Clayoquot Biosphere Trust

Vancouver Island North Film Commission

2016-346

It was moved by Marilyn McEwen and seconded by Mayco Noel

THAT Council direct staff to send a letter to Island Coastal Economic Trust in support of Vancouver Island North Film Commission's grant application to fund updates to their regional website.

CARRIED.

14. NEW BUSINESS

None

15. QUESTION PERIOD

15.1 Council received questions and comments from the public pertaining to:

- Marine Drive connector path for the Wild Pacific Trail and consultation with nearby residents

16. CLOSED SESSION

17. ADJOURNMENT

17.1 Mayor St. Jacques adjourned the regular meeting at 8:07 pm

CERTIFIED CORRECT: Minutes of the Regular Council Meeting held on Tuesday, August 9, 2016 at 7:30 pm in the George Fraser Room, Ucluelet Community Centre, 500 Matterson Road, Ucluelet, BC.

Dianne St. Jacques
Mayor

Andrew Yeates
CAO



DISTRICT OF UCLUELET

Request to Appear as a Delegation

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

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

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

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

Requested Council Meeting Date: September 13, 2016

Organization Name: BC Ambulance Service - Island District

Name of person(s) to make presentation: Rachelle Cole & Rhiannon Davis

Topic: Tofino/Ucluelet Community Paramedicine Program

Purpose of Presentation:

Information only

Requesting a letter of support

Other (provide details below)

Please describe:

As the new Community Paramedics here on the west coast, we would like to explain the Tofino/Ucluelet Community Paramedicine Program. This BCAS initiative will be up and fully operational in both communities in October.

Contact person (if different from above): Rachelle Cole - Unit Chief

Telephone Number and Email: 250-726-7661

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.



DISTRICT OF UCLUELET

Request to Appear as a Delegation

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

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

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

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

Requested Council Meeting Date: 13 SEPTEMBER 2016

Organization Name: LE FEVRE GROUP

Name of person(s) to make presentation: CHRIS LE FEVRE & RAY HUNT

Topic: _____

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

Please describe:

BRIEF PRESENTATION IN SUPPORT OF APPLICATION FOR DEVELOPMENT, ST JACQUES BLVD - "ROCKET COMMUNITY"

Contact person (if different from above): RAY HUNT

Telephone Number and Email: 1 250 656 6640 mail@insideoutarch.ca

- Will you be providing supporting documentation? Yes No
- If yes, what are you providing? Handout(s)

USING DATA FILE SENT TO JOHN TOWGOOD 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.



CENTRAL
WESTCOAST
FOREST
SOCIETY

1920 #2 Lyche Road
Po Box 641 Ucluelet BC, V0R 3A0
250-726-2424
info@clayoquot.org
clayoquot.org

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

RE: Big Beach parking lot project – Knotweed

Dear Mayor Dianne St. Jacques and Councillors,

Central Westcoast Forest Society (CWFS) is a local charity based in Ucluelet. The mandate of CWFS is to: (1) Restore forest and stream ecosystems that have been negatively impacted by human activities; (2) Enhance aquatic and terrestrial habitat management through research and monitoring projects; (3) Engage the community through education and employment.

CWFS has been working at Big Beach on invasive species removal. Currently, a large patch of Japanese Knotweed (*Fallopia japonica*) exists in the area. Knotweed is largely considered to be one of the world's worst invasive species. It spreads rapidly, destroys concrete foundations such as roadways and driveways, out-competes native vegetation, and is extremely hard to kill. Knotweeds tend to thrive most in freshly disturbed soil, making the current Big Beach parking lots project a concern.

When removing Knotweed, it should be considered that the species have extensive rhizomatous systems that can grow meters out. So while cutting and mowing top growth can reduce it superficially, the main problem underground still remains. The Knotweed must be properly removed and disposed of in order to reduce further spreading of the species.

We would like to offer our services to help reduce the spread of knotweed by speaking directly with the construction crew at Big Beach. This partnership would be beneficial to both parties in that the invasive is removed; allowing local vegetation and wildlife to once again exist in the area, preventing any damage to the parking lot, and enhancing visitor experience.

We would also like an opportunity to speak with you about the long-term plan for the invasive species at this site. Thanks for your time and consideration. We look forward to hearing from you.

Emily Grubb
Environmental Technician

Illegal Camping Around Town

From: Kasia Kromka [<mailto:kkromka@hotmail.ca>]

Subject: Illegal Camping Around Town

Hello,

I have read over 4 facebook posts in Used Ucluelet about illegal campers around Ucluelet in the past 2 days about people camping on terrace beach, little beach, the school parking lot, the graveyard as well as in residential areas around town.

I am not sure what the formal way is to complain and let the council know that there are many locals who are upset.

I have noticed that in the parks there are no camping signs, but it seem that none of our local beaches have NO CAMPING signs.

I would like to suggest that council looks into making no camping signs for the local beaches as well as the school parking lots.

The campgrounds still have vacancy people are just choosing not to camp there and there are no signs and not enough of a presence of bylaw to dissuade people from just camping around town.

Thank you for your time,

Kasia Kromka
250-522-1217

Darcey Bouvier

Subject: NEW Federal Energy Innovation Program

From: CELP MEM:EX [mailto:CELP@gov.bc.ca]
Subject: NEW Federal Energy Innovation Program

Good Morning,

I am pleased to inform you, the Federal Government has just announced a new Energy Innovation Program: Clean Energy Innovation.

<https://www.nrcan.gc.ca/energy/science/programs-funding/18876>

Applicants are requested to complete and submit the [information form](#). Upon submission of the information form, an Applicants' Guide and Proposal template will be sent to you via e-mail.

The Proposal template should then be completed and submitted by **23:59 EDT, October 31, 2016**. **No proposal submitted after that deadline will be accepted.** Natural Resources Canada recommends that proponents keep a record of the date and time their proposal was submitted as proof in case of any dispute.

Please note that Natural Resources Canada cannot guarantee the security of information sent via the form while it is in transit. Please refer to the [Important Information](#) for Natural Resources Canada's policy on treating confidential information it receives. Any personal information collected by Natural Resources Canada, whether in print or electronic format, is protected under the [Privacy Act](#).

Cheers,

Leah Carroll

Program Coordinator
BC Ministry of Energy & Mines
Community Energy Leadership Program:
www.gov.bc.ca/communityenergyleadershipprogram



| Cheque # | Bank | Pay Date | Vendor # | Vendor Name | Invoice # | Description | Invoice Amount | Hold Amount | Paid Amount | Void |
|----------|------|------------|----------|--------------------|--------------------------|--|--------------------|-------------|-------------|------|
| 024489 | 002 | 09/08/2016 | ACE92 | ACE COURIER SERVIC | 14175739 | YOUNG ANDERSON | 18.88 | | 18.88 | |
| 024490 | 002 | 09/08/2016 | BWP01 | BLACK & WHITE PART | | | | | 3,569.96 | Yes |
| 024491 | 002 | 09/08/2016 | CE004 | CORPORATE EXPRESS | | | | | 889.01 | Yes |
| 024492 | 002 | 09/08/2016 | CK608 | KASSLYN CONTRACTIN | | | | | 5,324.46 | Yes |
| 024493 | 002 | 09/08/2016 | CSS99 | CANUCK SPORTS STUF | | | | | 436.39 | Yes |
| 024494 | 002 | 09/08/2016 | DFC01 | DUMAS FREIGHT COMP | | | | | 1,314.25 | Yes |
| 024495 | 002 | 09/08/2016 | DOC01 | DOCO ADVENTURES LT | | | | | 1,482.00 | Yes |
| 024496 | 002 | 09/08/2016 | EE449 | ENLIGHTENING ENTER | | | | | 2,048.29 | Yes |
| 024497 | 002 | 09/08/2016 | ER254 | ENDLESSRIDE | | | | | 50.00 | Yes |
| 024498 | 002 | 09/08/2016 | FW050 | FAR WEST DISTRIBUT | | | | | 831.60 | Yes |
| 024499 | 002 | 09/08/2016 | HC279 | HUBER CHANTAL | | | | | 85.20 | Yes |
| 024500 | 002 | 09/08/2016 | HS002 | HOGAN, SARAH | | | | | 39.98 | Yes |
| 024501 | 002 | 09/08/2016 | IH042 | INNER HARMONY SERV | | | | | 167.48 | Yes |
| 024502 | 002 | 09/08/2016 | KA001 | KOERS & ASSOCIATES | | | | | 1,575.00 | Yes |
| 024503 | 002 | 09/08/2016 | LB454 | LADYBIRD ENGRAVING | | | | | 1,969.68 | Yes |
| 024504 | 002 | 09/08/2016 | LP102 | LOUGHEED PROPERTIE | | | | | 5,945.79 | Yes |
| 024505 | 002 | 09/08/2016 | MA952 | MAXXAM ANALYTICS | | | | | 78.75 | Yes |
| 024506 | 002 | 09/08/2016 | MB390 | MORRISON BILL | | | | | 200.00 | Yes |
| 024507 | 002 | 09/08/2016 | NA071 | NOVAK ANNE | | | | | 70.88 | Yes |
| 024508 | 002 | 09/08/2016 | NR310 | NADEAU RENEE | | | | | 25.20 | Yes |
| 024509 | 002 | 09/08/2016 | OM712 | OLIWA MIRANDA | | | | | 160.00 | Yes |
| 024510 | 002 | 09/08/2016 | PI110 | PUROLATOR INC | | | | | 149.85 | Yes |
| 024511 | 002 | 09/08/2016 | RS496 | RELIC SURF SHOP IN | | | | | 972.00 | Yes |
| 024512 | 002 | 09/08/2016 | SAP96 | SHERWOOD AUTO PART | | | | | 252.00 | Yes |
| 024513 | 002 | 09/08/2016 | SBC01 | SBC INSURANCE AGEN | | | | | 1,100.00 | Yes |
| 024514 | 002 | 09/08/2016 | UC142 | UCLUELET CONSUMER' | | | | | 899.46 | Yes |
| 024515 | 002 | 09/08/2016 | UC142 | UCLUELET CONSUMER' | | | | | 957.20 | Yes |
| 024516 | 002 | 09/08/2016 | UC142 | UCLUELET CONSUMER' | | | | | 744.10 | Yes |
| 024517 | 002 | 09/08/2016 | UC142 | UCLUELET CONSUMER' | | | | | 996.25 | Yes |
| 024518 | 002 | 09/08/2016 | UM228 | UCLUELET AQUARIUM | | | | | 42.00 | Yes |
| 024519 | 002 | 09/08/2016 | UR849 | UCLUELET RENT-IT C | | | | | 1,906.81 | Yes |
| 024520 | 002 | 09/08/2016 | WC345 | WURTH CANADA LTD | | | | | 249.03 | Yes |
| 024521 | 002 | 09/08/2016 | WP166 | WINDSOR PLYWOOD - | | | | | 576.80 | Yes |
| 024522 | 002 | 09/08/2016 | WP166 | WINDSOR PLYWOOD - | | | | | 117.86 | Yes |
| 024525 | 002 | 09/08/2016 | BWP01 | BLACK & WHITE PART | 01-21576-0 01-21583-0 | TENTS/UKEE DAYS TENT/TABLE RENTAL | 728.00 2,841.96 | | 3,569.96 | |
| 024526 | 002 | 09/08/2016 | CE004 | CORPORATE EXPRESS | 41801632 41975116 | DESKTOP SIGN HOLDE HIGH RISE SIT/STAN | 32.23 369.59 | | 889.01 | |

| Cheque # | Bank | Pay Date | Vendor # | Vendor Name | Invoice # | Description | Invoice Amount | Hold Amount | Paid Amount | Void |
|----------|------|------------|----------|--------------------|-----------|--------------------|----------------|-------------|-------------|------|
| | | | | | 41946008 | DUCT TAPE/POUCHES/ | 217.91 | | | |
| | | | | | 42012325 | PAPER CLIPS/POST I | 269.28 | | | |
| 024527 | 002 | 09/08/2016 | CK608 | KASSLYN CONTRACTIN | D533 | D533 | 5,324.46 | | 5,324.46 | |
| 024528 | 002 | 09/08/2016 | CSS99 | CANUCK SPORTS STUF | 43566 | VOLLEYBALLS/SCOREB | 436.39 | | 436.39 | |
| 024529 | 002 | 09/08/2016 | DFC01 | DUMAS FREIGHT COMP | 30930 | LADDERS | 65.77 | | 1,314.25 | |
| | | | | | 36922 | LADDERS | 89.89 | | | |
| | | | | | 47663 | TRANS SIGN | 70.77 | | | |
| | | | | | 54232 | CLEARTECH | 427.43 | | | |
| | | | | | 49303 | FOUR STAR WATERWOR | 660.39 | | | |
| 024530 | 002 | 09/08/2016 | DOCO1 | DOCO ADVENTURES LT | 121736 | TRAIN RIDE | 1,482.00 | | 1,482.00 | |
| 024531 | 002 | 09/08/2016 | EE449 | ENLIGHTENING ENTER | 121739 | SOCCER CAMP-EZRA | 2,048.29 | | 2,048.29 | |
| 024532 | 002 | 09/08/2016 | ER254 | ENDLESSRIDE | 121732 | YOUTH YOGA | 50.00 | | 50.00 | |
| 024533 | 002 | 09/08/2016 | FW050 | FAR WEST DISTRIBUT | 300208 | DISHWASHER PUCKS | 29.24 | | 831.60 | |
| | | | | | 301672 | DOGGIE BAGS | 190.44 | | | |
| | | | | | 301819 | TRASH BAGS/GLOVES/ | 440.28 | | | |
| | | | | | 302214 | TISSUE/PAPER TOWEL | 171.64 | | | |
| 024534 | 002 | 09/08/2016 | HC279 | HUBER CHANTAL | 121733 | HUBER-YOGA | 85.20 | | 85.20 | |
| 024535 | 002 | 09/08/2016 | HS002 | HOGAN, SARAH | 121735 | HOGAN-DANCE FIT | 39.98 | | 39.98 | |
| 024536 | 002 | 09/08/2016 | IH042 | INNER HARMONY SERV | 4147 | MAY/16 CLEANING SE | 167.48 | | 167.48 | |
| 024537 | 002 | 09/08/2016 | KA001 | KOERS & ASSOCIATES | 1627-002 | 1627-DCC UPDATE | 1,575.00 | | 1,575.00 | |
| 024538 | 002 | 09/08/2016 | LB454 | LADYBIRD ENGRAVING | 971 | PARADE RIBBONS | 354.64 | | 1,969.68 | |
| | | | | | 969 | VOLUNTEER/STAFF SH | 1,408.96 | | | |
| | | | | | 970 | STAFF SHIRTS/HOODI | 206.08 | | | |
| 024539 | 002 | 09/08/2016 | LP102 | LOUGHEED PROPERTIE | 121744 | 2009 BOND 61.102 | 5,945.79 | | 5,945.79 | |
| 024540 | 002 | 09/08/2016 | MA952 | MAXXAM ANALYTICS | VA981782 | B50299 | 78.75 | | 78.75 | |
| 024541 | 002 | 09/08/2016 | MB390 | MORRISON BILL | 121741 | ROB THOMS BAND | 200.00 | | 200.00 | |
| 024542 | 002 | 09/08/2016 | NA071 | NOVAK ANNE | 121742 | STUDIO FEES-APR/JU | 70.88 | | 70.88 | |
| 024543 | 002 | 09/08/2016 | NR310 | NADEAU RENEE | 121734 | NADEAU-YOGA SUB | 25.20 | | 25.20 | |
| 024544 | 002 | 09/08/2016 | OM712 | OLIWA MIRANDA | 121740 | OLIWA-DANCE CAMP | 160.00 | | 160.00 | |
| 024545 | 002 | 09/08/2016 | PI110 | PUROLATOR INC | 431797824 | MAXXAM | 149.85 | | 149.85 | |
| 024546 | 002 | 09/08/2016 | RS496 | RELIC SURF SHOP IN | 121738 | SURF CAMP | 972.00 | | 972.00 | |
| 024547 | 002 | 09/08/2016 | SAP96 | SHERWOOD AUTO PART | 108977 | RADIATOR COOLER | 252.00 | | 252.00 | |
| 024548 | 002 | 09/08/2016 | SBC01 | SBC INSURANCE AGEN | 1278 | 2016 INSURANCE | 1,100.00 | | 1,100.00 | |
| 024549 | 002 | 09/08/2016 | UC142 | UCLUELET CONSUMER' | 71739586 | #3 | 82.09 | | 899.46 | |
| | | | | | 71740017 | #10 | 110.75 | | | |
| | | | | | 71740059 | WHITE RANGER | 60.39 | | | |
| | | | | | 71741414 | #10 | 33.23 | | | |
| | | | | | 71741703 | #24 | 134.12 | | | |
| | | | | | 71741777 | #2 | 72.54 | | | |
| | | | | | 71742135 | #11 | 15.36 | | | |
| | | | | | 71742325 | #23 | 66.70 | | | |
| | | | | | 71743376 | JERRY CANS | 217.60 | | | |
| | | | | | 71744077 | #R1 | 49.42 | | | |
| | | | | | 71743794 | #B/L | 57.26 | | | |
| 024550 | 002 | 09/08/2016 | UC142 | UCLUELET CONSUMER' | 71744806 | #3 | 46.87 | | 957.20 | |
| | | | | | 71745197 | #2 | 68.01 | | | |
| | | | | | 71746349 | #23 | 47.88 | | | |
| | | | | | 71746835 | #4 | 140.10 | | | |
| | | | | | 71747118 | ENGINE #2 | 58.01 | | | |

| Cheque # | Bank | Pay Date | Vendor # | Vendor Name | Invoice # | Description | Invoice Amount | Hold Amount | Paid Amount | Void |
|----------|------|------------|----------|--------------------|------------|--------------------|----------------|-------------|-------------|------|
| | | | | | 71747636 | #24 | 129.21 | | | |
| | | | | | 71748057 | #1 | 67.04 | | | |
| | | | | | 71746636 | #12 | 57.60 | | | |
| | | | | | 71746618 | #12 | 68.38 | | | |
| | | | | | 71744562 | MINI PUMPER | 150.20 | | | |
| | | | | | 71745627 | #1 | 123.90 | | | |
| 024551 | 002 | 09/08/2016 | UC142 | UCLUELET CONSUMER' | 71749903 | #R1 | 96.32 | | 744.10 | |
| | | | | | 71751552 | #R1 | 36.22 | | | |
| | | | | | 71748089 | #11 | 15.00 | | | |
| | | | | | 71748097 | #3 | 104.50 | | | |
| | | | | | 71748300 | WHITE RANGER | 61.47 | | | |
| | | | | | C01025201 | BROOM/DUSTPAN | 25.07 | | | |
| | | | | | 71753618 | CANADA DAY - PROPA | 163.39 | | | |
| | | | | | 71749400 | #2 | 65.04 | | | |
| | | | | | 71753255 | #2 | 55.09 | | | |
| | | | | | 71752950 | WHITE RANGER | 65.30 | | | |
| | | | | | 71749628 | 23 | 56.70 | | | |
| 024552 | 002 | 09/08/2016 | UC142 | UCLUELET CONSUMER' | C01093334 | FOOD AND FLICKS | 35.63 | | 996.25 | |
| | | | | | C01086681 | CHAMBER REIMBURSEM | 586.70 | | | |
| | | | | | C01095529 | FOOD AND FLICKS | 27.80 | | | |
| | | | | | C01106291 | SURF CLUB SNACKS | 17.26 | | | |
| | | | | | C01028643 | FOOD AND FLICKS | 27.88 | | | |
| | | | | | C01101792 | UCC GARDENS | 151.18 | | | |
| | | | | | C01104040 | SURF CLUB SNACKS | 18.62 | | | |
| | | | | | C01041161 | FOOD AND FLICKS | 28.86 | | | |
| | | | | | C01084315 | CANADA DAY - HOT D | 42.90 | | | |
| | | | | | C01083753 | SUMMER DAYCAMP SUP | 23.40 | | | |
| | | | | | C01045501 | DEVRIES-AFTERSCHOO | 36.02 | | | |
| 024553 | 002 | 09/08/2016 | UM228 | UCLUELET AQUARIUM | 121743 | MAD SCIENTIST CAMP | 42.00 | | 42.00 | |
| 024554 | 002 | 09/08/2016 | UR849 | UCLUELET RENT-IT C | 24043 | JUL/16 | 1,906.81 | | 1,906.81 | |
| 024555 | 002 | 09/08/2016 | WC345 | WURTH CANADA LTD | 22291247 | PPE-GLOVES/GRAFFIT | 249.03 | | 249.03 | |
| 024556 | 002 | 09/08/2016 | WP166 | WINDSOR PLYWOOD - | 71784A | DUPLICATE KEYS | 33.60 | | 576.80 | |
| | | | | | 88075A | SCREWS/LUMBER/PIPE | 344.71 | | | |
| | | | | | 87267A | WHITE PAINT | 12.38 | | | |
| | | | | | 87432A | HOSE REPLACEMENT P | 42.70 | | | |
| | | | | | 86805A | PAINT BRUSHES | 30.51 | | | |
| | | | | | 87102A | HOSE FITTING | 17.29 | | | |
| | | | | | 87124A | PLUMBING FITTINGS | 4.93 | | | |
| | | | | | 87265A | SPRAY PAINT-E2E | 17.42 | | | |
| | | | | | 88076A | VOLLEYBALL NET SET | 31.95 | | | |
| | | | | | 88194A | JUNCTION SIGN/PART | 23.70 | | | |
| | | | | | 65539A | ORION PAPER HOLDER | 17.61 | | | |
| 024557 | 002 | 09/08/2016 | WP166 | WINDSOR PLYWOOD - | 89362A | KIMOTO PARK SIGN | 28.42 | | 117.86 | |
| | | | | | 88575A | RED PAINT/FIRE HYD | 56.90 | | | |
| | | | | | 88790A | OFFICE SHELVES/HAR | 32.54 | | | |
| 024558 | 002 | 12/08/2016 | 45R27 | 45 ROBOTS | 1226 | MASS NOTIFICATION | 2,240.00 | | 2,240.00 | |
| 024559 | 002 | 12/08/2016 | AJP15 | ARCHIE JOHNSTONE P | 1067-3RM/2 | ANNUAL HVAC PMC IN | 2,519.99 | | 2,519.99 | |
| 024560 | 002 | 12/08/2016 | BA139 | SHARKY BALLOONS | 121754 | MIDWAY GAMES | 603.75 | | 603.75 | |
| 024561 | 002 | 12/08/2016 | CK608 | KASSLYN CONTRACTIN | D534 | D534 | 4,711.30 | | 4,711.30 | |
| 024562 | 002 | 12/08/2016 | FBE01 | FOOD BANK ON THE E | 002 | 2016 UKEE DAYS BRE | 1,000.00 | | 1,000.00 | |
| 024563 | 002 | 12/08/2016 | FF806 | FOUR FRAMES PHOTO | 361 | PHOTOBOOTH | 787.50 | | 787.50 | |
| 024564 | 002 | 12/08/2016 | G9252 | GOUWELEEUW, JOHN | 121745 | GOUWELEEUW-BOOTS | 188.99 | | 188.99 | |
| 024565 | 002 | 12/08/2016 | GE395 | GALLOWAY ELECTRIC | 711 | DISCONNECT POWER/P | 102.38 | | 102.38 | |
| 024566 | 002 | 12/08/2016 | HS002 | HOGAN, SARAH | 121748 | HOGAN-DANCE CAMP I | 150.00 | | 150.00 | |
| 024567 | 002 | 12/08/2016 | HS876 | HINDER SANDRA | 121755 | HINDER-DANCE CAMP | 700.00 | | 700.00 | |

| Cheque # | Bank | Pay Date | Vendor # | Vendor Name | Invoice # | Description | Invoice Amount | Hold Amount | Paid Amount | Void |
|----------|------|------------|----------|--------------------|--|---|---|-------------|-------------|------|
| 024568 | 002 | 12/08/2016 | JCR25 | JUNIOR CANADIAN RA | 121749 | UKEE DAYS CLEAN UP | 250.00 | | 250.00 | |
| 024569 | 002 | 12/08/2016 | LM836 | MORRISON LINDSAY | 121757 | MORRISON-DANCE CAM | 160.00 | | 160.00 | |
| 024570 | 002 | 12/08/2016 | LR100 | ROBINSON LEAH | 121737 | ROBINSON-ZUMBA | 65.43 | | 65.43 | |
| 024571 | 002 | 12/08/2016 | MM011 | MORRISON MYLES | 121752 | MYLES MORRISON & B | 500.00 | | 500.00 | |
| 024572 | 002 | 12/08/2016 | MM011 | MORRISON MYLES | 121753 | MYLES MORRISON BAN | 200.00 | | 200.00 | |
| 024573 | 002 | 12/08/2016 | NR310 | NADEAU RENEE | 121747 | NADEAU-DAY CAMP YO | 80.00 | | 80.00 | |
| 024574 | 002 | 12/08/2016 | PC285 | PETTY CASH - BARBA | JUL-16 | JUL/16 | 197.85 | | 197.85 | |
| 024575 | 002 | 12/08/2016 | RL068 | RIVERA LYVIER | 121746 | RIVERA-REGGAETON | 295.20 | | 295.20 | |
| 024576 | 002 | 12/08/2016 | SA505 | SAFETY AUTHORITY | 00541412 | EL-416405-2016 | 18.37 | | 18.37 | |
| 024577 | 002 | 12/08/2016 | SBR01 | SONBIRD REFUSE & R | 25920 25924 25923 25921 25919 25922 | JUL/16 UCC JUL/16 PW JUL/16 WD JUL/16 SCH JUL/16 52 STEPS JUL/16 GARBAGE | 243.50 741.90 558.81 1,436.72 287.71 45.15 | | 3,313.79 | |
| 024578 | 002 | 12/08/2016 | SC006 | SOFTCHOICE CORPORA | 4315568 | SPEAKERS/MONITOR | 354.25 | | 354.25 | |
| 024579 | 002 | 12/08/2016 | SD157 | SCHERMERHORN DARYL | 151227 | REFUND-CYCLE #6 | 2,353.93 | | 2,353.93 | |
| 024580 | 002 | 12/08/2016 | SJ004 | S & J SERVICES | 234286 234283 234287 234285 234284 | JUL/16 JANITORIAL JUL/16 LYCHE JUL/16 AQUARIUM JUL/16 PW JUL/16 FIRE HALL | 315.00 1,386.00 651.00 315.00 138.60 | | 2,805.60 | |
| 024581 | 002 | 12/08/2016 | TU428 | TOURISM UCLUELET | 05/16 | MAY/16 GRANT | 26,560.28 | | 26,560.28 | |
| 024582 | 002 | 12/08/2016 | UI923 | UKEE INFO TECH | 10335 | JUL/16 IT SUPPORT | 992.25 | | 992.25 | |
| 024583 | 002 | 12/08/2016 | UR849 | UCLUELET RENT-IT C | 23836 | JUL/16 | 1,344.00 | | 1,344.00 | |
| 024584 | 002 | 19/08/2016 | SC003 | SHARE CANADA | 7438 | SEWER CLEANER/ENZY | 2,058.00 | | 2,058.00 | |
| 024585 | 002 | 19/08/2016 | VI200 | VANCOUVER ISLAND R | 121730 | Q3-2016 | 24,871.00 | | 24,871.00 | |
| 024586 | 002 | 22/08/2016 | ACE92 | ACE COURIER SERVIC | 121756 | NORDEL CONSTRUCTIO | 24.12 | | 24.12 | |
| 024587 | 002 | 22/08/2016 | BA139 | SHARKY BALLOONS | 1 | CANADA DAY-BUBBLE | 60.00 | | 60.00 | |
| 024588 | 002 | 22/08/2016 | BP940 | BLACK PRESS | 32887377 | MAY/16 ADS | 1,961.21 | | 1,961.21 | |
| 024589 | 002 | 22/08/2016 | CGISC | CGIS CENTRE | 42583 | AUG/16 | 705.10 | | 705.10 | |
| 024590 | 002 | 22/08/2016 | CIBC2 | CIBC MORTGAGES & L | 196141 | 196141 OVERPAYMENT | 1,414.56 | | 1,414.56 | |
| 024591 | 002 | 22/08/2016 | CK608 | KASSLYN CONTRACTIN | D535 | D535 | 4,372.86 | | 4,372.86 | |
| 024592 | 002 | 22/08/2016 | FSC10 | FOUR STAR COMMUNIC | 37970 | JUL/16 | 143.33 | | 143.33 | |
| 024593 | 002 | 22/08/2016 | FW050 | FAR WEST DISTRIBUT | 303072 301586 | SOAP/TP/GBAGS/TOWE SOAP HAND LOTION | 298.35 75.89 | | 374.24 | |
| 024594 | 002 | 22/08/2016 | LY001 | YOUNG ANDERSON | 95857 95861 95858 95860 95862 | 1190040 1190133 1190080 1190128 1190134 | 172.66 910.01 814.13 2,683.02 4,951.51 | | 9,531.33 | |
| 024595 | 002 | 22/08/2016 | MB390 | MORRISON BILL | 121756 | MORRISON-UKEE DAYS | 500.00 | | 500.00 | |
| 024596 | 002 | 22/08/2016 | MMB55 | MURDY & McALLISTER | 22543 | FILE 4438 | 115.55 | | 115.55 | |
| 024597 | 002 | 22/08/2016 | MS170 | REVENUE SERVICES O | 08/16 | AUG/16 | 3,099.00 | | 3,099.00 | |

| Cheque # | Bank | Pay Date | Vendor # | Vendor Name | Invoice # | Description | Invoice Amount | Hold Amount | Paid Amount | Void |
|----------|------|------------|----------|--------------------|-------------------------------------|--|-----------------------------|-------------|-------------|------|
| 024598 | 002 | 22/08/2016 | MS999 | MILLS KELLIE | 121758 | MILLS-REFUND | 58.50 | | 58.50 | |
| 024599 | 002 | 22/08/2016 | SG193 | SPRINGETT GABRIELL | 121751 | SPRINGETT-DANCE CA | 2,008.65 | | 2,008.65 | |
| 024600 | 002 | 22/08/2016 | TLF42 | TROY LIFE & FIRE S | 1540300 | 1012 PEN RD HYDRAN | 1,291.87 | | 1,291.87 | |
| 024601 | 002 | 22/08/2016 | TNS05 | TOFINO NATURE SCHO | 121759 121760 | OTTERS CAMP WOLVES CAMP | 1,101.00 860.00 | | 1,961.00 | |
| 024602 | 002 | 22/08/2016 | TSC19 | TRANSPARENT SOLUTI | 8534 | SEP/16 CLEARMAIL | 20.95 | | 20.95 | |
| 024603 | 002 | 22/08/2016 | UV145 | UCLUELET VIDEO SER | AUG/16 | AUG/16 | 549.39 | | 549.39 | |
| 024604 | 002 | 23/08/2016 | BC206 | BC ASSESSMENT AUTH | 121761 | 2014 PILT | 807.15 | | 807.15 | |
| 024605 | 002 | 23/08/2016 | CE477 | CROW EXCAVATING | 201673 | DEMOLITION-FOLIO 4 | 24,360.00 | | 24,360.00 | |
| 024606 | 002 | 23/08/2016 | CUPE1 | CUPE LOCAL #118 | 08/16 | AUG/16 | 1,313.63 | | 1,313.63 | |
| 024607 | 002 | 23/08/2016 | DSG10 | D'SIGN GUY | 3289 | BMX/VOLLEYBALL SIG | 134.40 | | 134.40 | |
| 024608 | 002 | 23/08/2016 | TU428 | TOURISM UCLUELET | 121764 | CHEEKY UMBRELLAS-T | 1,524.01 | | 1,524.01 | |
| 1105296 | 002 | 24/08/2016 | PB002 | PACIFIC BLUE CROSS | 379280 | AUG/16 PREMIUMS | 8,189.14 | | 8,189.14 | |
| 1111056 | 002 | 24/08/2016 | TP002 | TELUS | JUL/16 | JUL/16 | 3,724.73 | | 3,724.73 | |
| 1111155 | 002 | 24/08/2016 | BC017 | BC HYDRO & POWER A | 07/16 | JUL/16 | 15,466.87 | | 15,466.87 | |
| 1111156 | 002 | 24/08/2016 | BMC01 | BELL MOBILITY INC | 7/2016 | JUL/16 | 823.20 | | 823.20 | |
| 1111203 | 002 | 24/08/2016 | CI192 | CIBC - VISA CENTRE | PREPYMT2016 | PREPAYMENT (UBCM) | 10,000.00 | | 10,000.00 | |
| 024609 | 002 | 30/08/2016 | ACE92 | ACE COURIER SERVIC | 14178563 14178052 | SHERWOOD AUTO PART GREGG DISTRIBUTORS | 26.67 205.97 | | 232.64 | |
| 024610 | 002 | 30/08/2016 | CE477 | CROW EXCAVATING | 201675 | CEMETARY WALL | 34,934.90 | | 34,934.90 | |
| 024611 | 002 | 30/08/2016 | CK608 | KASSLYN CONTRACTIN | D536 | D536 | 4,082.34 | | 4,082.34 | |
| 024612 | 002 | 30/08/2016 | CT002 | CLEARTECH INDUSTRI | 15118DAV 670938 673928 | DRUM RETURN HYPOCHLORITE HYPOCHLORITE | 252.00- 715.18 715.18 | | 1,178.36 | |
| 024613 | 002 | 30/08/2016 | DFC01 | DUMAS FREIGHT COMP | 54282 53829 54307 | SHIPPING-CANADIAN SHIPPING-CLEARTECH CANADIAN ELECTRIC | 61.27 183.75 71.38 | | 316.40 | |
| 024614 | 002 | 30/08/2016 | DKIS1 | D.K.I. SERVICES | 121763 | GLASS BEADS-SIDEWA | 73.90 | | 73.90 | |
| 024615 | 002 | 30/08/2016 | FS004 | FOUR STAR WATERWOR | 48194 | U2390-NEW METER | 505.65 | | 505.65 | |
| 024616 | 002 | 30/08/2016 | FSC10 | FOUR STAR COMMUNIC | 48108 | GASKETS-FIRE HOSE | 95.87 | | 95.87 | |
| 024617 | 002 | 30/08/2016 | FW050 | FAR WEST DISTRIBUT | 302905 | DOG WASTE BAGS | 190.44 | | 190.44 | |
| 024618 | 002 | 30/08/2016 | GB059 | GIBSON BROS. CONTR | 15484 15480 | SEWER REPAIR-PINE/ SEWER REPAIR-PINE/ | 23,319.87 1,019.58 | | 24,339.45 | |
| 024619 | 002 | 30/08/2016 | HR465 | HATHERLY REBECCA | 121762 | HATHERLY-REFUND | 160.00 | | 160.00 | |
| 024620 | 002 | 30/08/2016 | KA001 | KOERS & ASSOCIATES | 1643-002 1403-004 | 1643-SEWAGE LAGOON 1403 INTERCONNECTI | 3,908.36 2,094.75 | | 6,003.11 | |
| 024621 | 002 | 30/08/2016 | NP156 | NORTH PACIFIC REPA | 919522 | #12 BACKHOE-REPAIR | 44.80 | | 44.80 | |
| 024622 | 002 | 30/08/2016 | OCN01 | OCN GARDEN CENTRE | 126184 | PLANTS-CEMETARY GA | 402.91 | | 402.91 | |
| 024623 | 002 | 30/08/2016 | PI110 | PUROLATOR INC | 432005699 431938235 431866056 | MAXXAM/AON REED MAXXAM/DW MCMULLEN MAXXAM | 107.58 86.29 265.82 | | 459.69 | |

| Cheque # | Bank | Pay Date | Vendor # | Vendor Name | Invoice # | Description | Invoice Amount | Hold Amount | Paid Amount | Void |
|----------|------|------------|----------|--------------------|-----------|--------------------|----------------|-------------|-------------|------|
| 024624 | 002 | 30/08/2016 | RP658 | ROD'S PLUMBING | 165447 | PLUMB DISHWASHER | 184.27 | | 184.27 | |
| 024625 | 002 | 30/08/2016 | UP459 | UCLUELET PETRO-CAN | 17122012 | #12 BACKHOE-VALVE | 104.16 | | 2,110.38 | |
| | | | | | 17122068 | #3 REPAIRS- ROTORS | 747.02 | | | |
| | | | | | 17122028 | #2 REPLACE FRONT R | 1,146.08 | | | |
| | | | | | 17121617 | #4 WIPERS/TAIL LAM | 113.12 | | | |
| 024626 | 002 | 30/08/2016 | UR849 | UCLUELET RENT-IT C | 24118 | #1 WEEDEATER-REPAI | 61.09 | | 195.44 | |
| | | | | | 24112 | COMBI-TOOL | 134.35 | | | |
| 024627 | 002 | 30/08/2016 | WP166 | WINDSOR PLYWOOD - | 89532A | GLUE GUN/SIMPLE GR | 40.55 | | 407.13 | |
| | | | | | 89797A | LAG SCREWS-TUGWELL | 8.49 | | | |
| | | | | | 89887A | MARINE DR-WATER LI | 10.03 | | | |
| | | | | | 90547A | TAP SET-PW LUNCHRO | 123.19 | | | |
| | | | | | 89531A | DOOR HANDLE/DOU | 64.95 | | | |
| | | | | | 90971A | TIES/SHACKLES/DUCT | 25.51 | | | |
| | | | | | 90972A | REBAR-PW SHOP | 66.65 | | | |
| | | | | | 90434A | AXE HANDLE | 24.71 | | | |
| | | | | | 90637A | PARTS FOR VOLLEYBA | 35.62 | | | |
| | | | | | 90600A | CABLE TIES | 7.69 | | | |
| | | | | | 90363A | AXE HANDLE | 0.26 | | | |
| 024628 | 002 | 30/08/2016 | WP166 | WINDSOR PLYWOOD - | 91906A | SPRAY FOAM-MATTERS | 19.85 | | 28.34 | |
| | | | | | 91804A | PARTS FOR SIGN-BOA | 8.49 | | | |
| Total: | | | | | | | 285,150.83 | 0.00 | 285,150.83 | |

*** End of Report ***



Monthly Motion Status Report

Period Covered: January 2016 – August 2016
Prepared for: September 13, 2016 Council Meeting

Council Meeting Date: January 12, 2016

| Res. No. | Status | Motion |
|----------|------------|--|
| 2016-002 | In Process | It was moved by Councillor McEwen and seconded by Councillor Oliwa THAT Council direct staff to follow up with Lance Stephenson, Area Director of BC Emergency Health Services, to discuss working together to help improve local emergency preparedness. |
| 2016-007 | In Process | It was moved by Councillor Noel and seconded by Councillor Mole THAT Council direct staff to pursue and collect additional information on the Ministry of Environment's Land Based Spill Preparedness and Response in British Columbia regime. <i>District comments submitted July 6 for the third intention paper.</i> |
| 2016-022 | In Process | It was moved by Councillor McEwen and seconded by Councillor Noel THAT Council approve recommendation 1 of report item 8.7 "Ucluelet Recreation Commission", which states: <ol style="list-style-type: none"> 1. THAT Council advise staff as to desired next steps in pursuit of re-establishing a Recreation Commission. AND THAT Council direct staff to amend the wording of the Ucluelet Parks and Recreation Terms of Reference, bullet four, under 'Purpose' to read as follows: "To establish any ad hoc or project committees, as it deems necessary from time to time, to assist the Commission in the performance of its responsibilities." <i>Advertisements for commission members published to District media outlets and in Westerly. Currently have four expressions of interest, and a possible fifth. All interested parties emailed on July 27 to inform them of Council's intention to host an open house in the Fall (date pending).</i> |

Council Meeting Date: January 26, 2016

| Res. No. | Status | Motion |
|----------|------------|---|
| 2016-031 | In Process | It was moved by Councillor McEwen and seconded by Councillor Oliwa THAT Council refer information item 7.3 "Discussion of the BC Emergency Program Act" to staff for input. <i>Mid Island Emergency Managers and Coordinators (MIEMC) have sent a letter asking for a 6 month extension to review this act. Staff are preparing an independent review for Council.</i> |

Council Meeting Date: February 9, 2016

| Res. No. | Status | Motion |
|----------|------------|---|
| 2016-064 | In Process | It was moved by Councillor Noël and seconded by Councillor McEwen THAT Council invite the Community Forest board to attend quarterly Committee of the Whole meetings in 2016. <i>Last meeting on August 9, 2016</i> |

Harbour Authority Meeting Date: February 16, 2016

| Res. No. | Status | Motion |
|----------|------------|---|
| HA-025 | In Process | It was moved by Councillor Oliwa and seconded by Councillor McEwen THAT the Harbour Authority direct staff to apply for any and all grant funding opportunities available using the \$1 million investment by DFO in the Small Craft Harbour as leverage to facilitate completion of the Harbour Plan projects and phase currently underway. <i>Manager of Finance is pursuing grant options.</i> |

Council Meeting Date: March 8, 2016

| Res. No. | Status | Motion |
|----------|------------|---|
| 2016-094 | In Process | It was moved by Councillor McEwen and seconded by Councillor Noel THAT Council approve recommendation 1 of report item 10.2 "Supply and Delivery of One New Fire Apparatus", which states: 1. THAT Council direct staff to move forward with the procurement process for long-term borrowing for the proposed supply and delivery of one new fire apparatus. <i>Loan securing and Alternate Approval process planning is underway. Advertising will commence over July/August, with deadline for submissions in late August.</i> |

Council Meeting Date: March 22, 2016

| Res. No. | Status | Motion |
|----------|------------|---|
| 2016-120 | In Process | Moved by Councillor Mole, seconded by Councillor Oliwa THAT Council approve recommendations 1 and 2 of report item 10.2 "Age Friendly Action Plan Report", which states: 1. THAT Council adopt the Age Friendly Action Plan; and 2. THAT Council endorse the Age Friendly Resolution, which states: WHEREAS older persons are under-represented in our workforce and in our community life; AND WHEREAS older persons desire and deserve to fully participate in and contribute to the social and economic wellbeing of our community; AND WHEREAS the Age-Friendly Action Plan initiative is compatible with and supports other community efforts; |

| Res. No. | Status | Motion |
|----------|--------|--|
| | | BE IT IS RESOLVED THAT the District of Ucluelet will actively participate, support, promote and work to implement the Age-Friendly Action Plan initiative to assess and improve accessibility and inclusion of older persons in the community. |

Council Meeting Date: April 26, 2016

| Res. No. | Status | Motion |
|----------|------------|---|
| 2016-164 | In Process | It was moved by Randy Oliwa and seconded by Marilyn McEwen THAT Council refer correspondence item "BC Spill Response Regime" to staff for follow-up. |
| | | <i>Karla participated in Area Response Planning Initiative spill response pilot project webcast on May 26, 2016. Ministry collecting written comments until July 15, 2016.</i> |
| 2016-174 | In Process | It was moved by Marilyn McEwen and seconded by Randy Oliwa THAT Council approve forwarding "Option 1" of report item "Bay Street and Cedar Road Ditch Drainage" to the 2017 budget process, where "Option 1" proposes to enclose the ditch on Bay Street at the current elevation at an estimated cost of \$48,000. |
| | | <i>Added to budget discussions for the Fall</i> |
| 2016-183 | In Process | It was moved by Dianne St. Jacques and seconded by Marilyn McEwen THAT Council direct staff to arrange a meeting with the Yuułuʔiłʔatḥ Government to discuss water and sewer. |
| | | <i>July 12 meeting cancelled; pursuing new date</i> |
| 2016-184 | In Process | It was moved by Dianne St. Jacques and seconded by Randy Oliwa THAT Council direct staff to bring forward a report that provides recommendations to address Mr. Cugini's property concerns as expressed to Council in his correspondence dated April 18, 2016. |
| | | <i>District met with Mr. Cugini at his property, and will follow-up on results of the meeting with a letter.</i> |

Council Meeting Date: May 10, 2016

| Res. No. | Status | Motion |
|----------|------------|--|
| 2016-218 | In Process | It was moved by Marilyn McEwen and seconded by Randy Oliwa THAT Council direct staff to invite the Clayoquot Biosphere Trust Society's portfolio manager, JP Harrison, to meet with Council to discuss socially-responsible investment strategy. |
| | | <i>Scheduled a meeting that was later cancelled due to scheduling conflicts. Attempting to arrange a conference call for Council instead and procure informational material.</i> |
| 2016-222 | Complete | It was moved by Dianne St. Jacques and seconded by Randy Oliwa THAT Council direct staff to arrange a meeting with the Minister of Agriculture to discuss fisheries issues in British Columbia. |

| Res. No. | Status | Motion |
|----------|--------|--|
| | | <i>Meeting set for August 26 in Port Alberni</i> |

Council Meeting Date: May 24, 2016

| Res. No. | Status | Motion |
|----------|------------|---|
| 2016-248 | In Process | It was moved by Sally Mole and seconded by Marilyn McEwen THAT Council direct staff to investigate and create a bylaw to address medical marijuana dispensaries in Ucluelet. |
| | | <i>Working with lawyers to gather information</i> |

Council Meeting Date: June 14, 2016

| Res. No. | Status | Motion |
|----------|------------|--|
| 2016-263 | In Process | It was moved by Randy Oliwa and seconded by Marilyn McEwen THAT Council approve recommendations 1 and 2 of report item "Asset Management Development Report", which state: <ol style="list-style-type: none"> 1. THAT Council accept the Asset Management Development Report and 2. THAT Council provide direction to staff concerning the Asset Management Development Report. AND WHEREBY Council directs staff to devise a plan that incorporates the Asset Management Development Report recommendations into a five-year strategy for Council to discuss during the next budget process. |

Council Meeting Date: June 28, 2016

| Res. No. | Status | Motion |
|----------|----------|--|
| 2016-280 | Complete | It was moved by Marilyn McEwen and seconded by Mayco Noel THAT Council direct staff to forward information item "2016 Open for Business Awards" to the Ucluelet Chamber of Commerce for their information. |
| 2016-283 | Complete | It was moved by Marilyn McEwen and seconded by Mayco Noel THAT Council approve recommendation 1 of report item "2015 Annual Report for Consideration", which states: <ol style="list-style-type: none"> 1. THAT Council consider the 2015 Annual Municipal Report and any submissions or questions from the public. |
| 2016-284 | Complete | It was moved by Mayco Noel and seconded by Randy Oliwa THAT Council approve recommendations 1 through 3 of report item "Ukee Days Request for Noise Bylaw Exemption and Road Closure Approval", which state: <ol style="list-style-type: none"> 1. THAT Council approve an extension of the District of Ucluelet Noise Control Bylaw No. 915, 2003, Section 3(g) for Ukee Days festivities on Saturday, July 23, 2016 at the Ukee Days Fairgrounds (160 Seaplane Base Road) to midnight. 2. THAT Council authorize the closing of Fraser Lane (10:00 a.m. – 10:00 p.m.) in front of the Village Green on Friday, July 22, 2016. |

| Res. No. | Status | Motion |
|----------|------------|---|
| | | 3. THAT Council attends the Ukee Days festivities on July 22 – 24, 2016 and invites the community to join them. |
| 2016-285 | In Process | It was moved by Randy Oliwa and seconded by Marilyn McEwen THAT Council approve recommendation 1 of report item "Banner Pole Placement Approval", which states: 1. THAT Council approve the placement of the banner poles for the second phase of the banner program. |
| 2016-286 | In Process | It was moved by Marilyn McEwen and seconded by Mayco Noel THAT Council approve recommendations 1 and 2 of report item "Wild Pacific Trail Society - Bog Interpretive Walk", which state: 1. THAT Council support the Lighthouse Loop Bog Interpretive Walk project. 2. THAT Council authorizes the release of the funds from Special Projects Budget of \$10,000. |
| 2016-287 | Complete | It was moved by Randy Oliwa and seconded by Marilyn McEwen THAT Council approve recommendation 1 of report item "Pacific Rim Music Festival - Noise Bylaw Exemption Otalith", which states: 1. THAT Council grant an extension of the Noise Control Bylaw 915 for the Otalith Music Festival on Friday, August 19 and Saturday, August 20 to midnight at the Seaplane Base Ballfield Fairgrounds. |
| 2016-288 | Complete | It was moved by Marilyn McEwen and seconded by Randy Oliwa THAT Council approve recommendation 1 of legislated report item "Fees and Charges Bylaw", which states: 1. THAT Council give Bylaw No. 1186, 2016 Ucluelet Fees and Charges Bylaw its FOURTH reading and subsequent ADOPTION. |
| 2016-290 | Complete | It was moved by Mayco Noel and seconded by Randy Oliwa THAT Council approve recommendation 2 of late report item "Mobile Vending Location Approval for 1992 Peninsula Road", which states: 2. THAT a mobile vending location at 1992 Peninsula Road be considered and declined. |
| 2016-291 | Complete | It was moved by Mayco Noel and seconded by Marilyn McEwen THAT Council direct staff to write a letter to Parks Canada in support of the Traverse Trail. |
| 2016-293 | Complete | It was moved by Mayco Noel and seconded by Marilyn McEwen THAT Council approve funding of up to \$150,000 from the sewer fund for desludging and bypass of the District of Ucluelet's sewage lagoons. |

Council Meeting Date: July 12, 2016

| Res. No. | Status | Motion |
|----------|----------|--|
| 2016-295 | Complete | It was moved by Randy Oliwa and seconded by Marilyn McEwen THAT Council direct staff to forward the District of Ucluelet's property tax gap information to The Canadian Federation of Independent Business. |

| Res. No. | Status | Motion |
|-----------------|---------------|--|
| 2016-296 | Complete | It was moved by Marilyn McEwen and seconded by Sally Mole THAT Council direct staff to RSVP on behalf of Council and/or the Mayor for the Highway 4 Celebration Event, hosted by the All Nations Trust Company, to be held September 22, 2016. |
| 2016-303 | Complete | It was moved by Sally Mole and seconded by Marilyn McEwen THAT Council approve recommendation 1 of report item "Statement of Financial Information for 2015", which states: 1. THAT Council receive and approve the Statement of Financial Information as presented. |
| 2016-304 | Complete | It was moved by Sally Mole and seconded by Randy Oliwa THAT Council table report item "Service Right of Ways FB255981 and FB239158" to be brought forward at a future Council meeting pending a consultation with the affected residents and further information regarding any associated ties with the Bear Aware program. |
| 2016-305 | Complete | It was moved by Randy Oliwa and seconded by Sally Mole THAT Council approve recommendation 1 of legislative report item "Proposal to amend District of Ucluelet Official Community Plan Bylaw No. 1140, 2011 by removing Lot 2, Plan VIP29119 from the Service Commercial Designation and place it in Residential - Multi Family", which states: 1. THAT Official Community Plan Amendment Bylaw No. 1205, 2016 be given first and second reading and advance to a public hearing. |
| 2016-308 | Complete | It was moved by Marilyn McEwen and seconded by Sally Mole THAT Council approve recommendation 1 of legislative report item "Proposal to amend Zoning Bylaw No. 1160, 2013 by removing Lot 2, Plan VIP29119 from the CS-2 Service Commercial Zone and place it in R-2 Zone - Medium Density Residential", which states: 1. THAT Zoning Amendment Bylaw No. 1202, 2016 be given first and second reading and advance to a public hearing. |
| 2016-311 | Complete | It was moved by Marilyn McEwen and seconded by Sally Mole THAT Council approve recommendation 1 of legislative report item "Proposal to amend Zoning Bylaw No. 1203, 2013 by removing Lot 33, Plan VIP79602 from the CD-3 Zone Commercial/Residential and place it in R-2 Zone - Medium Density Residential", which states: 1. THAT Zoning Amendment Bylaw No. 1203, 2016 be given first and second reading and advance to a public hearing. |
| 2016-314 | Complete | It was moved by Marilyn McEwen and seconded by Randy Oliwa THAT Council approve recommendation 1 of legislative report item "District of Ucluelet Fees and Charges Bylaw, Proposed Amendment Bylaw No. 1204, 2016", which states: 1. THAT Council gives three readings to proposed schedule " L" of District of Ucluelet Fees and Charges Amendment Bylaw, No. 1204, 2016 regarding water rates and fees. |

| Res. No. | Status | Motion |
|----------|----------|--|
| 2016-318 | Complete | It was moved by Dianne St. Jacques and seconded by Sally Mole THAT Council approved recommendation 2 of legislative report item "Proposal to amend Zoning Bylaw No. 1160, 2013 by changing the Zone Designation of a Water Lot with the Legal Description of District Lot 2099 Clayoquot District, 19T.729, N51Degrees 27' 05" E, from M-5 Zone – Marine Recreation and Protection to M-3 Zone – Marine Commercial", which states: 2. THAT the rezoning application associated with Zoning Amendment Bylaw No. 1201, 2016 be considered and determined not to proceed further. |
| 2016-319 | Complete | It was moved by Sally Mole and seconded by Randy Oliwa THAT Council direct staff to work with the Ucluelet Chamber of Commerce and Alberni Valley Employment Centre in their application to the Clayoquot Biosphere Trust for funding for a 2017 Job Expo in Ucluelet. |
| 2016-320 | Complete | It was moved by Sally Mole and seconded by Marilyn McEwen THAT Council permit Mayor St. Jacques to participate in a sub-group for Groundfish Committees with the mandate to develop a plan to forestall any decision-making on the proposals of BC fish processing ships for increased latitude in fish processing until additional information on the effects and consequences to shoreside fish plants is determined. |

Council Meeting Date: August 9, 2016

Draft Motions

| Res. No. | Status | Motion |
|----------|------------|--|
| 2016-295 | Complete | It was moved by Marilyn McEwen and seconded by Randy Oliwa THAT Council support the UBCM resolutions put forward by the City of Prince George with regards to: Gaming Funds Available to Non-Profit Community Organizations; Call for a Poverty Reduction Plan for British Columbia; and Federal Marijuana Tax Fund. |
| 2016-296 | In Process | It was moved by Marilyn McEwen and seconded by Mayco Noel THAT Council accept the request by Carrie Midlane to allow the closure of Larch Road between Yew Street and Holly Crescent from 10:00am - 3:00pm on October 1, and that staff provide the barricades to effect the closure by placing and removing them before and after the event. |
| 2016-297 | In Process | It was moved by Randy Oliwa and seconded by Marilyn McEwen THAT Council be forwarded copies of the sign proof for the Central Westcoast Forest Society's Boat Basin interpretive sign so that Council may view and have the opportunity for input prior to sign construction; AND THAT the Central Westcoast Forest Society be requested to bring forward additional locations in which future signage could be placed in the community for Council consideration. |
| 2016-300 | Complete | It was moved by Dianne St. Jacques and seconded by Mayco Noel THAT Council approve sending a member of Council to the VIEA State of the Island Conference in October, 2016. |

| Res. No. | Status | Motion |
|----------|------------|---|
| 2016-301 | In Process | It was moved by Marilyn McEwen and seconded by Randy Oliwa THAT Council direct staff to investigate the intended use going forward by Parks Canada for their empty property located on the corner of Peninsula Road and Bay Street. |
| 2016-304 | Complete | It was moved by Randy Oliwa and seconded by Mayco Noel THAT Council approve recommendation 1(a) and 1(b) of report item "Adoption of District of Ucluelet Policies", which states: 1. That Council hereby adopt and bring into effect the following policies of the District of Ucluelet: (a) Purchasing and Disposal Policy 3-1200-4 (b) Environmental Purchasing Policy 3-1200-3 |
| 2016-306 | Complete | It was moved by Marilyn McEwen and seconded by Randy Oliwa THAT Council approve recommendation 1 of report item "Proposal to amend District of Ucluelet Official Community Plan Bylaw No. 1140, 2011 by removing Lot 2, Plan VIP29119 from the Service Commercial designation and place it in Residential - Multi Family", which states: 1. That Official Community Plan Amendment Bylaw No. 1205, 2016 be given Third Reading. |
| 2016-308 | Complete | It was moved by Randy Oliwa and seconded by Marilyn McEwen THAT Council approve recommendation 1 of report item "Proposal to amend Zoning Bylaw No. 1160, 2013 by removing Lot 2, Plan VIP29119 from the CS-2 Service Commercial Zone and place it in R-2 Zone - Medium Density Residential", which states: 1. That Zoning Amendment Bylaw No. 1202, 2016 be given Third Reading. |
| 2016-310 | Complete | It was moved by Randy Oliwa and seconded by Mayco Noel THAT Council approve recommendation 1 of report item "Proposal to amend Zoning Bylaw No. 1160, 2013 by removing Lot 33, Plan VIP79602 from the CD-3 zone Commercial/Residential and place it in R-2 zone - Medium Density", which states: 1. That Zoning Amendment Bylaw No. 1203, 2016 be given Third Reading. |
| 2016-311 | In Process | It was moved by Mayco Noel and seconded by Randy Oliwa THAT Council direct staff to continue negotiations to secure Statutory Rights of Way for a public sidewalk, trail, or road allowance and a voluntary payment in consideration of DCCs foregone by the loss of commercial space on the property, payable at building permit, and if agreed by the applicant, to register the SRWs and Covenant prior to consideration of Final Adoption, and that the District or applicant be responsible for legal and registration costs. |
| 2016-313 | Complete | It was moved by Randy Oliwa and seconded by Mayco Noel THAT Council approve recommendation 1 of report item "Ucluelet Cemetery Bylaw - Proposed Bylaw No. 1206, 2016", which states: 1. THAT Council gives up to three readings to proposed District of Ucluelet Cemetery Management Bylaw No. 1206, 2016. |

| Res. No. | Status | Motion |
|----------|------------|--|
| 2016-317 | In Process | <p>It was moved by Randy Oliwa and seconded by Mayco Noel THAT Council approve recommendation 1 of late report item "Service Right of Ways FB255981 and FB239158", which states:</p> <ol style="list-style-type: none"> 1. That Council supports the release of service right of way FB255981 and FB239158. |
| 2016-318 | Complete | <p>It was moved by Marilyn McEwen and seconded by Mayco Noel THAT Council direct staff to send a letter to Island Coastal Economic Trust in support of Vancouver Island North Film Commission's grant application to fund updates to their regional website.</p> |



STAFF REPORT TO COUNCIL

Council Meeting: September 13th, 2016
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JOHN TOWGOOD, PLANNER 1

FILE NO: 3800-30

SUBJECT: THE PROPOSED THIEPVAL CANNON HISTORICAL SIGN

ATTACHMENT(S): DRAFT OF PROPOSED ARTWORK

RECOMMENDATION(S):

THAT Council receive this report for information.

PURPOSE:

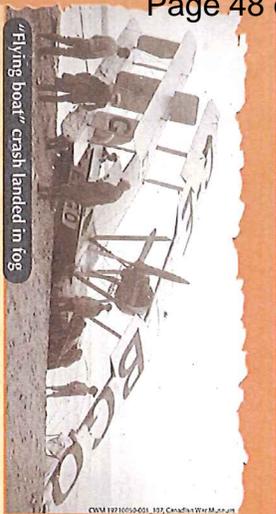
Planning Staff have been tasked with creating signage to celebrate Ucluelet's history and culture. Working with our contractor, Schramm Design, we have developed signage that describes the storey behind the Thiepval Cannon which is located just off Main Street in front of the aquarium. This signage relays the rich history of the Thiepval, the cannon and their connection to Ucluelet.

Respectfully submitted:

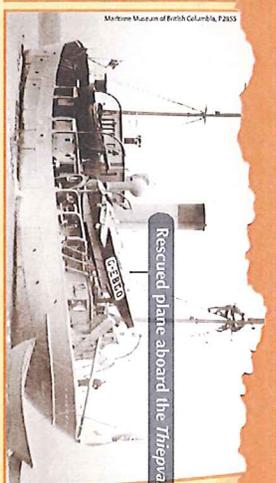
A handwritten signature in black ink that reads 'John Towgood'.

John Towgood, Planner 1

A handwritten signature in black ink that reads 'A. Yeats'.



"Flying boat" crash landed in fog



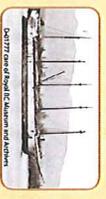
Rescued plane aboard the Thiepvál

Thiepvál's adventures (1917–1930)

After escorting convoys in WWI, the *Thiepvál* rescued ships and seized American rum-runners daring to enter BC waters. **Her most famous mission was for the first round-the-world-flight attempt** by British military aviators in 1924. After a perilous voyage through icy North Pacific storms, *Thiepvál* refueled the Vickers Vulture flying boat in Japan and the Soviet Union. The British were nearly successful in their brave crossing, but fog forced them to

RUM-RUNNING (1920–1933)

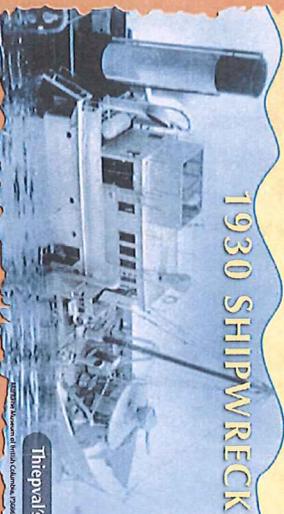
In a time known as Prohibition, liquor was illegal in the USA, but not restricted in Canada. This created an opportunity for seafaring communities who could legally sell liquor offshore. **Ucluelet's Thompson family** tells stories about "Whiskers" Thompson, who built an infamous rum-running operation. Coded messages were devised to link supply boats to large "mother ships" waiting at the "rum line," 12 miles offshore in international waters. Anywhere from Alaska to Mexico, fast "gas boats" then ran a gauntlet of armed patrol boats to American shores. **The *Thiepvál* captured American smugglers along the BC coast.** Hijackers were common, which may explain the fate of Ucluelet's "Whiskers" Thompson, last reported in route from Macao for Mexico. His ship never arrived at her rendezvous.



Emmie Binns, from another Ucluelet family, became the only woman on record to live aboard a mother ship. Emmie was the wife of Stuart Stone, captain of the Malahat, a five-masted schooner capable of storing 100,000 cases of liquor.

66 I had a relative who told the story of being followed by a patrol ship through a thick fog. At nightfall, they escaped by leaving a stern light attached to a float. Another time, a rum-runner dumped their cargo at Little Beach, which was received by a fish trap. The stash was discovered and reported to the local customs office, but citizens made sure they would have a merry Christmas first. 99 —Mike Mead-Miller, Ucluelet

1930 SHIPWRECK IN BARKLEY SOUND



Thiepvál's final resting place

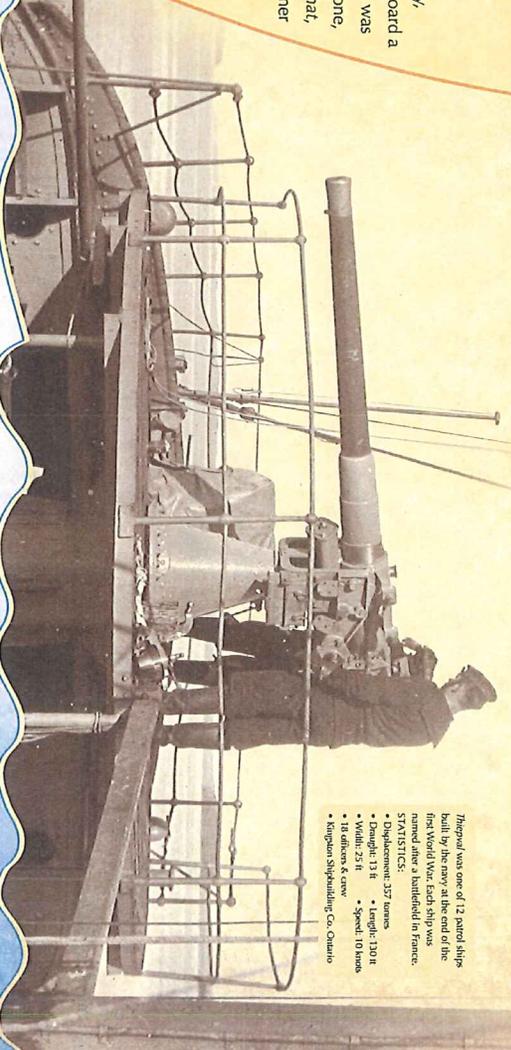


Drawing: Carol Hillier, Paris, Canada

Thiepvál Cannon

This gun chased U-boats, rum-runners and poachers aboard the *H.M.C.S. Thiepvál*, a Royal Canadian Navy "battle-class troller"

This 12-pounder gun could fire 15 rounds per minute at targets up to 11 kms away. These guns were used on warships and as coastal artillery from 1894 until the end of World War II. "12-pound" is a reference to the weight of the shells.



Thiepvál was one of 12 patrol ships built by the navy at the end of the 19th century. The ship was named after a battlefield in France.

STATISTICS:

- Displacement: 257 tons
- Length: 130 ft
- Depth: 13 ft
- Width: 25 ft
- Speed: 10 knots
- 10 officers & crew
- Kingston Shipbuilding Co., Ontario

How did the *Thiepvál* sink in the channel that bears her name today?

A submerged rock was *Thiepvál's* last adversary. This sturdy ship had survived two previous groundings in these poorly charted waters, but this collision was fatal despite brave rescue attempts. Why was *Thiepvál* in this channel? Her captain testified that the ship was on a life-saving patrol

when she struck an uncharted rock on February 27, 1930. In Ucluelet a different story is told by descendants of fishermen who evaded *Thiepvál* that day because they knew about the hidden rock. Regardless, the "Graveyard of the Pacific" claimed this famous ship in the end.

UCLUELET WRECK CHECKERS raised *Thiepvál's* cannon in 1963

Prior to protective laws, this gun was retrieved by a Ucluelet diving club in a pre-emptive salvage operation, shortly before a Fort Alberni club's planned dive. The gun was too large to fit on the deck of the fishing boat *Hillary Queen*, so it had to be slung off the side on the ship's boom all the way home. This shipwreck is now protected as a cultural resource in the Broken Group Islands Unit of Pacific Rim National Park Reserve. Diving, snorkeling and anchoring is prohibited due to unexploded explosive ordnance.

66 It took years for volunteers to restore the gun in our free time, but it was finally preserved. 99 —Mike Mead-Miller, grandson of the first Ucluelet pioneers



Graphics and research by Schramm Design
Sources: HMC *Thiepvál*; "The Accidental Patrol Ship" by David Powell
Whiskers Thompson—Steven Schramm; Smuggler by J. David Powell
Thanks to the Broken Group Museum, Ucluelet, and the Ucluelet Historical Society.



STAFF REPORT TO COUNCIL

Council Meeting: SEPTEMBER 13, 2016
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: ABBY FORTUNE, DIRECTOR OF PARKS & RECREATION

FILE No: 6380-20 WPT

SUBJECT: SWITCHING OF PROJECTS FOR SPECIAL PROJECTS FUNDING: WILD PACIFIC TRAIL SOCIETY
BOG Interpretive WALK TO INSPIRATION POINT

ATTACHMENT(S): INSPIRATION POINT PROJECT PLAN

RECOMMENDATION(S):

1. **THAT** Council support the Inspiration Point project in place of the Bog Interpretive Walk **and**
2. **THAT** Council authorizes the release of the funds from Special Projects Budget of \$10,000 for the Inspiration Point Project; **or**
3. **THAT** Council denies the release of the funds for the Inspiration Point project and the changing of the projects as requested.

PURPOSE/DESIRED OUTCOME:

The purpose of this report is to have Council officially release the funds set aside, by budget, for a Wild Pacific Trail Society project.

The purpose of this report is to also allow the Wild Pacific Trail Society to switch the project funding from the Bog Interpretive Plan as agreed to by Council on the Regular meeting of June 28, 2016 to a new project, Inspiration Point.

BACKGROUND:

As in the past, the District of Ucluelet has budgeted \$10,000 to support the Wild Pacific Trail Society for an annual project as identified by the society.

It was the hope of the Wild Pacific Trail Society to complete the Lighthouse Loop Bog Interpretive Walk project. Because of the special qualities of a bog, the society is delaying the project until next year to allow further time to consult expert botanists prior to construction of the trail.

As a result of putting the Bog Interpretive Walk program on hold the Wild Pacific Trail Society is requesting from Council the Special Projects Budget of \$10,000 for another project; The Inspiration Point Project. The proposed construction will add three very significant viewpoints via three stairway units to the legacy of the WPT on the Lighthouse Loop just beyond the new small viewing deck. Please see attached proposal.

FINANCIAL IMPACTS:

As per 2016 Budget

1026906001 WPT - Special Projects

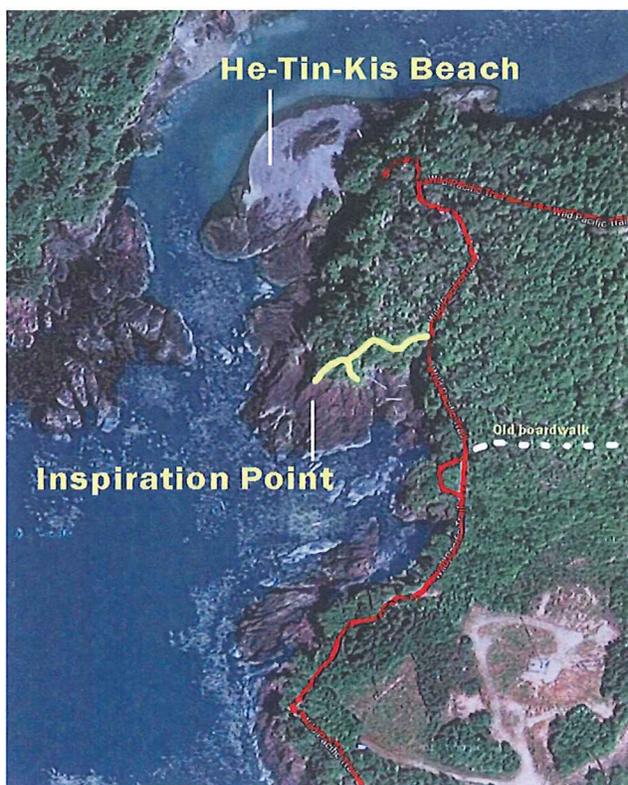
This is for partnering with WPT to keep the trail in peak condition

| | |
|--------------|--------|
| | |
| | 10,000 |
| 2016 Project | |

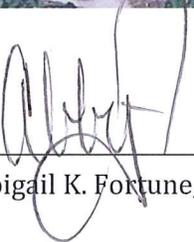
2016 Project

1026906001 - Forecast

| | |
|--|--------|
| | 10,000 |
|--|--------|



Respectfully submitted:


 Abigail K. Fortune, Director of Parks & Recreation


 Andrew Yeates, Chief Administrative Officer

INSPIRATION POINT- A JEWEL

This proposed construction will add 3 very significant viewpoints via 3 stairway units to the legacy of the WPT on the Lighthouse Loop just beyond the new small viewing deck adjacent to the old "Stairway to Nowhere".

DETAILS:

Total gravel pathways: 60 m

Stairways: 3 total- 4m, 4m, 4.5m. These will be 48" in width (refer to drawings) w/ handrails on both sides to accommodate simultaneous up and down single-file usage. Plastic wood substructure w/ standard cedar boards as with the current design scheme. All details of this construction is the same including the use of 1/4" SS screws.

Viewpoints: 3 total. These are small w/o room for benches and will require brow logs w/ safety barriers installed in the same fashion as the new LHLoop viewpoints.

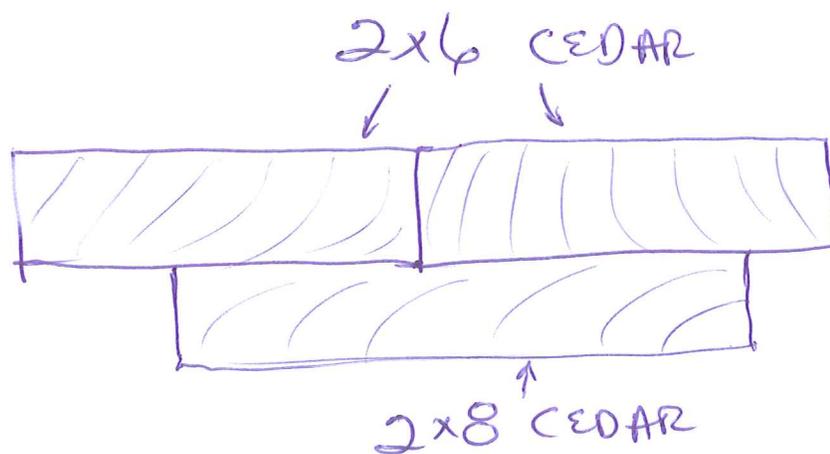
COST ESTIMATE:

| | |
|---|------------------|
| Gravel trails: 60m @ \$40/m includes gravel, geotek and labor | \$2,400 |
| 3 viewpoints: logs, 16 safety barrier stations, install @ 2.5 days each | 3,000 |
| 3 stairway units: 60- 2X6 black plastic planks | 2,580 |
| 15- 2X4 " " " | 450 |
| Install labor @ 2.5 days each | 3,000 |
| Full dimension select cedar lumber: 1,000 bf | 2,665 |
| Misc: cable, clips, SS nuts, SS turnbuckles, eye screws, etc | 250 |
| TOTAL COST EST: | \$14, 345 |

Respectfully, OJ

Section Details- stairways- Inspiration Pt

This construction will be exactly the same as all the preceding plastic substructure constructions EXCEPT this construction will be widening the stairways to 48" w/ handrails on both sides to accommodate simultaneous up/down traffic. See detail drawing below for cross-section of stair treads.



THE ADDITION OF THE 2x8 UNDER PLANK ON THE STAIR TREADS WILL SERVE TO STRENGTHEN THE TREADS TO ACCOMMODATE THE WIDER 48" SPAN.



STAFF REPORT TO COUNCIL

Council Meeting: SEPTEMBER 13, 2016
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JEANETTE O'CONNOR, CHIEF FINANCIAL OFFICER

FILE No: 1880-20-03

SUBJECT: FINANCIAL UPDATE

ATTACHMENT(S): APPENDIX #1 – OPERATING REVENUE AND EXPENDITURE SUMMARY
APPENDIX #2 – RESERVES

PURPOSE:

The purpose of this report is to update Council on the status of projects scheduled for 2016 and to inform Council of the actual expenditures compared to the amounts budgeted for in the operating funds.

OVERVIEW OF OPERATING REVENUES AND EXPENSES:

General Operating Revenues:

The District has received approximately 82% of the budgeted revenue amount in the General Operating Fund.

- The General Government Services is quite low at 41% and receiving the budgeted amount is doubtful. The total amount included in this category is quite small, under \$3,000, so it does not have a significant impact.
- Public Health & Welfare (Cemetery) is well above the budgeted amount as a result of the increase in fees and charges.
- Licenses, Permits and Fees are already at 105%. Rezoning Development Variance are both already above their budgeted amounts. Business Licenses and Dog Licenses came in close to the budgeted amounts.
- Rent remains low at 14% and receiving the budgeted amount is doubtful. This revenue comes from renting the Seaplane Base Rec Hall and the Ucluelet Athletic Club Hall. It appears fewer people are renting these two older facilities.
- Overall, for the first seven months of the year, Recreation revenues appear to be on the low side at 58%. UCC room rentals are less than 50% of the budgeted amount. Swimming hasn't happened so far this year. Movies are at less than 40%. It will be interesting to see what impact the August actuals have.
- Interest appears to be low at 36% but most of the interest is not recorded until the year-end.
- Conditional Transfers appears low at 62%, but there are only a couple of outstanding transfers, which we hope to receive in the next couple of months.
- Transfers from Own Funds does not occur until the end of the year.

Water Operating Revenues:

The District has received approximately 48% of the budgeted revenue amount in the Water Operating Fund. This is due to a budgeted transfer from Own Funds, which will be done at the end of the year.

- The metered revenues are close to what they were at this time last year. There are five more months to be billed for this year.
- The flat rate revenues are also close to what they were at this time last year. There is one more trimester to bill for and the commercial flat rates for water will be tripled for the period of September through December.

Sewer Operating Revenues:

The District has received approximately 75% of the budgeted revenue amount in the Sewer Operating Fund.

- The sewer revenues are based on a percentage of the metered water revenue are close to what they were at this time last year. There are five months of charges left to be billed for this year.
- The flat rate revenues are slightly lower than they were at this time last year. There is one more trimester to bill for in this year.

General Operating Expenses:

The District has spent approximately 57% of the budgeted expenditure amounts in the General Operating Fund. The reports were run at the beginning of September so they don't capture August invoices.

- Protective Services appears on the low side at 40%. Building Inspection, at 30%, is low as we have a building inspector come up from the Regional District for one day a week. Bylaw actual costs are very close to the budgeted amounts. Expense for Fire Protection and the Emergency program are typically higher in the fall than earlier in the year.
- Environmental Health Services is low at 30% but the District has not received the invoice for the Spring Clean-up yet.
- Public Health and Welfare Services (Cemetery) is already over budget. This is partially due to the decision to purchase more grave liners than planned. This was done to save money on the shipping and the product. The crews have also spent more time working on the cemetery grounds.
- Planning and Building Services appears low at 43%. This is due to lower than budgeted amounts for legal and affordable housing costs.
- Recreation and Parks actual expenses, overall, appear close to budgeted amounts.
- Fiscal Services is where it should be. Some entries are done at year end.

Water Operating Expenses:

The District has spent approximately 84% of the budgeted expenditure amounts in the Water Operating Fund. There appears to be a possibility this fund will be over budget. The net effect of these higher expenses paired with lower revenues in this fund indicates water fees and charges should be analyzed. The water fund already depends heavily on transfer from own funds, which is being depleted.

Sewer Operating Expenses:

The District has spent approximately 35% of the budgeted expenditure amounts in the Sewer Operating Fund. This appears to be due to little work being done on the lift stations up until this time. There has been a concerted effort to keep expenses down in this fund while we realize the lagoon remediation costs.

Respectfully submitted:



Jeanette O'Connor, Chief Financial Officer



Andrew Yeates, Chief Administrative Officer



**DISTRICT OF UCLUELET
OPERATING REVENUE SUMMARY
AS AT SEPTEMBER 6, 2016**

Appendix #1

| OPERATING REVENUE | Actual 2016 | Budget 2016 | Over (under) 2016 Budget | % Rec'd |
|--|------------------------|------------------------|-------------------------------------|--------------------|
| PROPERTY TAXES - OWN | 2,673,060 | 2,674,192 | (1,132) | 100.0% |
| 1% UTILITY TAXES | 39,297 | 39,297 | 0 | 100.0% |
| GRANTS IN LIEU OF TAXES | 62,311 | 50,000 | 12,311 | 124.6% |
| GENERAL GOVERNMENT SERVICES | 1,143 | 2,800 | (1,657) | 40.8% |
| PROTECTIVE SERVICES | 24,331 | 27,600 | (3,269) | 88.2% |
| TRANSPORTATION - HARBOURS | 272,887 | 326,635 | (53,749) | 83.5% |
| ENVIRONMENTAL HEALTH SERVICES | 586 | 850 | (264) | 68.9% |
| PUBLIC HEALTH & WELFARE - CEMETERY | 7,354 | 2,375 | 4,979 | 309.6% |
| LICENCES, PERMITS, FEES | 82,871 | 79,200 | 3,671 | 104.6% |
| RENT | 340 | 2,400 | (2,060) | 14.2% |
| RECREATION | 166,068 | 287,129 | (121,061) | 57.8% |
| INTEREST | 44,002 | 122,200 | (78,198) | 36.0% |
| UNCONDITIONAL TRANSFERS - OTHER GOV'TS | 321,023 | 335,609 | (14,586) | 95.7% |
| CONDITIONAL TRANSFERS-OTHER GOV'TS | 40,115 | 64,266 | (24,151) | 62.4% |
| TRANSFER FROM OWN FUNDS | 5,000 | 526,461 | (521,461) | 0.9% |
| WATER REVENUES | 440,308 | 926,550 | (486,242) | 47.5% |
| SEWER REVENUES | 415,817 | 552,200 | (136,383) | 75.3% |
| | 4,596,512 | 6,019,764 | (1,423,252) | 76.4% |



**DISTRICT OF UCLUELET
OPERATING EXPENSE SUMMARY
AS AT SEPTEMBER 6, 2016**

Appendix #1

| OPERATING EXPENSE | Actual 2016 | Budget 2016 | Over (under) 2016 Budget | % Spent |
|--|------------------------|------------------------|-------------------------------------|--------------------|
| GENERAL GOVERNMENT SERVICES | | | | |
| COUNCIL INDEMNITIES | 78,272 | 149,160 | (70,888) | 52.5% |
| GENERAL ADMINISTRATIVE | 314,644 | 405,080 | (90,436) | 77.7% |
| OFFICE & ADVERTISING | 104,210 | 194,463 | (90,253) | 53.6% |
| POSTAGE & TELEPHONE | 16,322 | 29,700 | (13,378) | 55.0% |
| OTHER GOVERNMENT SERVICES | | | | |
| LYCHE BUILDING | 17,571 | 21,640 | (4,069) | 81.2% |
| TRAVEL & PROMOTION | 77,784 | 140,803 | (63,019) | 55.2% |
| INSURANCE | 45,753 | 80,335 | (34,582) | 57.0% |
| ELECTION | - | 5,000 | (5,000) | 0.0% |
| TOTAL GENERAL GOVERNMENT | 654,557 | 1,026,181 | (371,624) | 63.8% |
| PROTECTIVE SERVICES | | | | |
| FIRE PROTECTION | 75,967 | 190,573 | (114,606) | 39.9% |
| UCLUELET EMERGENCY PROGRAM | 32,842 | 74,210 | (41,368) | 44.3% |
| JAPAN TSUNAMI DEBRIS | - | 2,000 | (2,000) | 0.0% |
| BUILDING INSPECTION | 11,804 | 39,550 | (27,746) | 29.8% |
| BYLAW | 11,650 | 24,700 | (13,050) | 47.2% |
| TOTAL PROTECTIVE SERVICES | 132,264 | 331,033 | (198,769) | 40.0% |
| TRANSPORTATION SERVICES - PUBLIC WORKS | | | | |
| PUBLIC WORKS ADMINISTRATION | 98,465 | 223,100 | (124,635) | 44.1% |
| EQUIPMENT MAINTENANCE | 62,782 | 85,820 | (23,039) | 73.2% |
| PUBLIC WORKS YARD & BUILDINGS | 46,114 | 49,841 | (3,727) | 92.5% |
| GRAVEL AND SWEEPING | 23,738 | 45,000 | (21,262) | 52.8% |
| PAVING & SIDEWALKS | 10,822 | 56,770 | (45,948) | 19.1% |
| STORM DRAINS | 2,071 | 18,280 | (16,209) | 11.3% |
| TRAFFIC CONTROL | 6,933 | 15,670 | (8,737) | 44.2% |
| STREET LIGHTING | 25,325 | 50,480 | (25,155) | 50.2% |
| TOTAL TRANSPORTATION SERVICES - PW | 276,248 | 544,961 | (268,713) | 50.7% |
| TRANSPORTATION - HARBOUR & WHARF | | | | |
| SMALL CRAFT HARBOUR | 178,244 | 295,800 | (117,556) | 60.3% |
| 52 STEPS | 4,631 | 7,500 | (2,869) | 61.7% |
| MAIN STREET WHARF | 11,784 | 18,570 | (6,786) | 63.5% |
| TOTAL TRANSPORTATION SERVICES - HARBOUR | 194,659 | 321,870 | (127,211) | 60.5% |



**DISTRICT OF UCLUELET
OPERATING EXPENSE SUMMARY
AS AT SEPTEMBER 6, 2016**

Appendix #1

| OPERATING EXPENSE | Actual 2016 | Budget 2016 | Over (under) 2016 Budget | % Spent |
|---|------------------------|------------------------|-------------------------------------|--------------------|
| ENVIRONMENTAL HEALTH SERVICES | | | | |
| ENVIRONMENTAL HEALTH SERVICES | 8,133 | 27,500 | (19,367) | 29.6% |
| PUBLIC HEALTH AND WELFARE SERVICES | | | | |
| CEMETERY | 13,147 | 10,485 | 2,662 | 125.4% |
| ENVIRONMENTAL DEVELOPMENT SERVICES | | | | |
| PLANNING & BUILDING SERVICES | 46,195 | 137,067 | (90,872) | 33.7% |
| TOURISM | 29,412 | 38,440 | (9,028) | 76.5% |
| TOTAL ENVIRONMENTAL DEVELOPMENT SERVICES | <u>75,607</u> | <u>175,507</u> | <u>(99,900)</u> | <u>43.1%</u> |
| RECREATION & CULTURAL SERVICES | | | | |
| RECREATION HALL | 3,376 | 7,330 | (3,954) | 46.1% |
| RECREATION HALL - MATERIALS & SUPPLY | 21 | 300 | (279) | 6.9% |
| UAC HALL | 5,456 | 9,308 | (3,852) | 58.6% |
| JUNCTION INFO CENTRE | 2,575 | 2,720 | (145) | 94.7% |
| PARKS & GROUNDS | 144,799 | 238,477 | (93,678) | 60.7% |
| RECREATION | 91,359 | 159,482 | (68,123) | 57.3% |
| ACTIVITIES | 48,685 | 92,111 | (43,426) | 52.9% |
| PROJECTS | 49,982 | 68,330 | (18,348) | 73.1% |
| DAYCAMP & SUMMER PROGRAMS | 21,461 | 30,155 | (8,694) | 71.2% |
| PLAYSCHOOL | 10,031 | 12,800 | (2,769) | 78.4% |
| YOUTH CONTRACT | 15,165 | 31,143 | (15,978) | 48.7% |
| REC ADMINISTRATION | 117,718 | 247,650 | (129,932) | 47.5% |
| TOTAL RECREATION & CULTURAL SERVICES | <u>510,627</u> | <u>899,806</u> | <u>(389,179)</u> | <u>56.7%</u> |
| FISCAL SERVICES | | | | |
| DEBT CHARGES | 32,217 | 162,320 | (130,103) | 19.8% |
| LEASES | 5,362 | 15,576 | (10,214) | 34.4% |
| TRANSFERS TO OWN ACCOUNTS AND FUNDS | - | 60,251 | (60,251) | 0.0% |
| CONDITIONAL TRANSFERS TO OTHER GOV'TS | 332,461 | 349,384 | (16,923) | 95.2% |
| TOTAL FISCAL SERVICES | <u>370,039</u> | <u>587,531</u> | <u>(217,492)</u> | <u>63.0%</u> |

WATER EXPENDITURES



**DISTRICT OF UCLUELET
OPERATING EXPENSE SUMMARY
AS AT SEPTEMBER 6, 2016**

Appendix #1

| OPERATING EXPENSE | Actual 2016 | Budget 2016 | Over (under) 2016 Budget | % Spent |
|---------------------------------|------------------------|------------------------|-------------------------------------|--------------------|
| ADMINISTRATION | 35,207 | 147,302 | (112,095) | 23.9% |
| OPERATING AND MAINTENANCE | | | | |
| WATER CONNECTIONS | 2,826 | 12,050 | (9,224) | 23.5% |
| WATER DISTRIBUTION SYSTEM | 60,302 | 84,800 | (24,498) | 71.1% |
| WATER PUMPHOUSE & RESERVOIR | 87,097 | 155,470 | (68,373) | 56.0% |
| TREATMENT | 17,952 | 27,620 | (9,668) | 65.0% |
| TRANSFER TO OWN FUNDS | - | (184,242) | 184,242 | 0.0% |
| TOTAL WATER EXPENDITURES | 203,385 | 243,000 | (39,615) | 83.7% |
| SEWER EXPENDITURES | | | | |
| ADMINISTRATION | 35,754 | 131,445 | (95,691) | 27.2% |
| OPERATING AND MAINTENANCE | | | | |
| SEWER CONNECTIONS | 226 | 3,030 | (2,804) | 7.5% |
| DISTRIBUTION SYSTEM | 25,106 | 70,404 | (45,298) | 35.7% |
| INFILTRATION\INFLOW | - | 500 | (500) | 0.0% |
| SEWER LIFT STATIONS | 37,109 | 98,066 | (60,957) | 37.8% |
| SEWAGE TREATMENT | 33,811 | 59,140 | (25,329) | 57.2% |
| TRANSFER TO OWN FUNDS | - | 13,115 | (13,115) | 0.0% |
| TOTAL SEWER EXPENDITURES | 132,006 | 375,700 | (243,694) | 35.1% |

District of Ucluelet
Uncommitted Balances in Reserve Funds
As of December 31, 2015

Appendix #2

| | |
|--|--------------|
| Land Sale Reserve Fund | \$ 59,911 |
| Recreation Reserve Fund | 10,891 |
| Park Dedication Reserve Fund | 222,338 |
| Parking Reserve Fund | 18,272 |
| Sewer Debt Reserve Fund | 53,433 |
| Social Reserve Fund | 90,548 |
| Capital Works, Machinery & Equipment Reserve Fund | 84,770 |
| DCCs | 824,552 |
| Gas Tax | 1,037,443 |
| Water | 30,448 |
| Sewer | 63,879 |
| Total DCCs & uncommitted balances in Reserve Funds & Accounts @ Dec 31/15 | \$ 2,496,486 |



STAFF REPORT TO COUNCIL

Council Meeting: SEPTEMBER 13, 2016
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JOHN TOWGOOD, PLANNER 1

FOLIO NO: 127.994 **REF NO:** OCP16-01 **FILE NO:** 3360-20

SUBJECT: PROPOSAL TO AMEND DISTRICT OF UCLUELET OFFICIAL COMMUNITY PLAN BYLAW No. 1140, 2011 BY REMOVING LOT 2, PLAN VIP29119 FROM THE SERVICE COMMERCIAL DESIGNATION AND PLACE IT IN RESIDENTIAL – MULTI FAMILY

RECOMMENDATION(S):

THAT Council considers approval of one of the following options:

1. **That** Official Community Plan Amendment Bylaw No. 1205, 2016 be given fourth reading (final adoption).

OR

2. **That** Official Community Amendment Plan Bylaw No. 1205, 2016 be considered and determined not to proceed further.

SUMMARY:

The commercial continuity on the Peninsula Road Corridor, the Village Green and areas that celebrate Ucluelet's uniqueness and beauty should be protected as commercially designated properties. The Subject lot is off of Peninsula Road facing Bay Street and is not a critical property in the context of commercial continuity.

BACKGROUND:

An application has been received that proposes to rezone Lot 2, Plan VIP29119 (the 'Property') from CS-2 Service Commercial to R-2 Medium Density Residential. As part of that rezoning process a review of the OCP was completed and indicated that an OCP amendment would be required before the property could be rezoned as proposed. The property (Figure 1) is owned by Her Majesty the Queen in Right of Canada, managed by Public Works and Government Services Canada and the Parks Canada Agency.



Figure 1

The property currently falls under the proposed land use designation of Service Commercial. The applicant is proposing to rezone the property to facilitate a conversion of an existing single family dwelling to a duplex dwelling. This rezoning would require the property to be redesignated within the Official Community Plan (OCP) as Residential–Multifamily. The purpose of the proposed land use designation within the OCP is to guide future development in a broader sense of the community as a whole. The subject property currently falls under the proposed land use designation of Service Commercial is located on an intersection of three different proposed land use designations (Figure 2):

- Service Commercial
- Village Square
- Residential – Multi Family



Figure 2

The commercial continuity on the Peninsula Road Corridor, the Village Green and areas that celebrate Ucluelet’s uniqueness and beauty should be protected as commercially designated

properties. The Subject property is off of Peninsula Road and is not a critical property in the context of commercial continuity. The Neighbourhood directly to south is designated Residential – Multifamily and an extension of that designation to the subject property is constant with the objectives of the OCP to create a variety of housing types.

ZONING:

This report is to be read with the concurrent rezoning application and detailed zoning information will be within that report.

TIME REQUIREMENTS – STAFF & ELECTED OFFICIALS:

An OCP amendment in general require Staff time to analyze and coordinate. The fees associated to this amendment attempt to recover those costs.

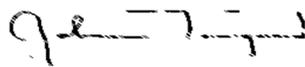
FINANCIAL IMPACTS:

There are no direct financial impacts.

POLICY OR LEGISLATIVE IMPACTS:

This proposal would amend District of Ucluelet Official Community Plan Bylaw No. 1140, 2011 and allow for the possible rezoning of the property to R-2 Medium Density Residential.

Respectfully submitted:



John Towgood, Planning 1



Andrew Yeates, Chief Administrative Officer

DISTRICT OF UCLUELET**Bylaw No. 1205, 2016**

A bylaw to amend the "District of Ucluelet Official Community Plan Bylaw No. 1140, 2011".

WHEREAS Section 471 of the *Local Government Act* identifies the purposes of an Official Community Plan as "a statement of objectives and policies to guide decisions on planning and land use management, within the area covered by the plan, respecting the purposes of local government", and the District has adopted an Official Community Plan;

AND WHEREAS the District has received an application to amend the OCP from several existing residents and is desirous of facilitating the continued use and enjoyment of their properties for single family residential use in the Village Square;

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

1. THAT the property with legal description of P.I.D. 001-423-975 Lot: 2, Block: A Plan: VIP29119, District: 09, generally as shown highlighted in black on the Schedule 'A' attached to and forming part of this bylaw, be redesignated from Service Commercial to Residential - Multi Family and the Text and Schedules of the District of Ucluelet Official Community Plan Bylaw No. 1140, 2011 be amended accordingly.
2. This bylaw may be cited as "Official Community Plan Amendment Bylaw No. 1205, 2016".

READ A FIRST TIME this 12th day of July, 2016.

READ A SECOND TIME this 12th day of July, 2016.

Considered in conjunction with the District of Ucluelet Financial Plan and the Liquid Waste Management Plan under Section 477 of the *Local Government Act* this day of , 2016.

PUBLIC HEARING held this 9th day of August, 2016.

READ A THIRD TIME this 9th day of August, 2016.

ADOPTED this day of , 2016.

CERTIFIED A TRUE AND CORRECT COPY of “District of Ucluelet Official Community Plan Bylaw No. 1205, 2016.”

Mayor
Dianne St. Jacques

CAO
Andrew Yeates

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

CAO
Andrew Yeates

SCHEDULE 'A'
Bylaw No. 1205, 2016





STAFF REPORT TO COUNCIL

Council Meeting: SEPTEMBER 13, 2016
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JOHN TOWGOOD, PLANNER 1

FOLIO NO: 127.994 **REF NO:** RZ16-06 **FILE NO:** 3360-20

SUBJECT: PROPOSAL TO AMEND ZONING BYLAW No.1160, 2013 BY REMOVING LOT 2, PLAN VIP29119 FROM THE CS-2 SERVICE COMMERCIAL ZONE AND PLACE IT IN R-2 ZONE – MEDIUM DENSITY RESIDENTIAL

RECOMMENDATION(S):

THAT Council considers approval of one of the following options:

1. **That** Zoning Amendment Bylaw No. 1202, 2016 be given fourth reading (final adoption).

OR

2. **That** Zoning Amendment Bylaw No. 1202, 2016 be considered and determined not to proceed further.

SUMMARY:

This application not only has the purely land use factors present in most rezoning's it also has an important social component. Westcoast Community Resources Society is a local non-profit organization with a proven record for providing programs to support the areas vulnerable residents. The M'akola Group have provided safe, affordable housing for Aboriginal and non-Aboriginal families who were in need of housing on Vancouver Island since 1984. This application represents years of study and collaboration between these two experienced groups, the District of Ucluelet and the Federal Government. The rezoning to R-2 has strong merits from a land use point of view with its location just off Peninsula Road. The creation of social housing is an imperative facing many communities and the proposed duplex represents a viable opportunity to create social housing for vulnerable families in Ucluelet.

BACKGROUND:

An application has been received that proposes to rezone Lot 2, Plan VIP29119 (the 'Property') from CS-2 to R-2. The property is owned by Her Majesty the Queen in Right of Canada, managed by Public Works and Government Services Canada and the Parks Canada Agency, and has until recently housed Parks Canada employees. The building is considered a lawfully non-conforming single family residence (SFD) and it is currently sitting vacant.

The West Coast Resource Society (WCRS) have partnered with the M'akola Group of Societies Administration and Development Services Office (the 'Proponent') and have expressed an interest in acquiring this property through the Surplus Federal Real Property for Homelessness Initiative (SFRPHI). The SFRPHI is a funding stream of the Homelessness Partnering Strategy (HPS). It makes

surplus federal real properties available to eligible recipients for projects to help prevent and reduce homelessness. As part of that application process the property must be zoned correctly for its intended use.



Figure1

Planning Staff have broken down the analysis as follows:

OCP

The Official Community Plan (OCP) analysis for this application is being reviewed in a concurrent OCP application and must progress and be adopted concurrently with this application.

Current Zoning

The Property is currently zoned:

CS-2 Zone – SERVICE COMMERCIAL. This Zone is intended for convenient shopping opportunities for those travelling in vehicles and those commercial uses which, due to their service nature, may require larger lot areas. Vibrancy is added with mixed uses including residential and tourist commercial accommodation.

CS-2.1.1 The following uses are permitted, but secondary permitted uses are only permitted in conjunction with a principal permitted use:

(1) Principal:

- (a) Hotel*
- (b) Motel*
- (c) Mixed Commercial/Residential*
- (d) Mixed Commercial/Resort Condo*
- (e) Office*
- (f) Tourist Information Booth*
- (g) Retail, including supermarket*
- (h) Convenience Store*
- (i) Restaurant*
- (j) Bistro/Café*
- (k) Take Out Food Services*

- (l) Personal Services*
- (m) Commercial Recreation*
- (n) Studio*
- (o) Community Use*
- (2) Secondary:*
 - (a) Accessory Residential Dwelling Unit*

The property has been used as a SFD to house Pacific Rim National Park Employees. This continued use, since the property was rezoned in 1999, would give the SFD use a lawfully non-conforming status.

Proposed Zoning

The applicant is proposing the subject property be rezoned:

R-2 Medium Density Residential. This Zone is intended for low to medium density residential uses in a variety of housing types.

R-2.1.1 The following uses are permitted, but secondary permitted uses are only permitted in conjunction with a principal permitted use:

- (1) Principal:*
 - (a) Single Family Dwelling*
- (2) Secondary:*
 - (a) Bed and Breakfast*
 - (b) Home Occupation*
 - (c) Secondary Suite*

R-2.1.2 The following uses are permitted, but secondary permitted uses are only permitted in conjunction with a principal permitted use:

- (1) Principal:*
 - (a) Duplex Dwelling*
 - (b) Multiple Family Residential*
 - (c) Despite the above, Multiple Family Residential is not permitted on Lots 3, 4, 5 and 6 of Plan VIP76238.*
- (2) Secondary:*
 - (a) Home Occupation*

R-2.1.3 The following uses are permitted, with no secondary permitted uses:

- (1) Principal:*
 - (a) Moderate Level Support Services Housing*

The lot area is 1000.4m² (10,768ft²) and would support all permitted uses listed above. A Development variance permit will be required for any siting non-conformance and will form part of the third reading report should the application progress to that point. The following chart indicates some of the key differences between the two zones.

| | CS-2 (Maximum) | R-2 (Maximum) | Proposed |
|--------------------------|----------------|---------------|----------|
| Max. # Residential units | 4 * | 3 | 2 |

| | | | |
|--------------------|-------------|-----|-----|
| Floor Area Ratio | 0.6 (7,538) | 0.7 | .18 |
| Lot Coverage | 50% | 40% | 18% |
| Front Yard Setback | 0' | 25' | 13' |
| Rear Yard Setback | 10' | 20' | 10' |

It should be noted that it is the owners and or developers responsibility to verify all calculations within in this chart and report.

** It should be noted that residential in CS-2 must be on the second floor*

Supportive Housing

The WCRS is proposing to use the property as moderate level support services housing, which is the use of an otherwise residential duplex or multiple family residential building to include housing that has the option to provide services within the dwelling units for people that require:

- social service assistance
- for people that are victims of abuse
- assisted living units with medical need, or disabilities

The WCRS plan to convert this existing house into a duplex consisting of a one bedroom unit and a two bedroom unit for the housing of vulnerable families in Ucluelet.

Commercial

Although the rezoning does represent a loss of a commercially zoned property, the subject property is off Peninsula Road and does not represent a break in the commercial focus of the Peninsula Road Corridor.

Neighbourhood Impact and Continuity

The applicant is utilizing the existing building and any changes will have minimum visual impact. Any major exterior changes would require a form and character development permit. The change in density from the current SFD to the duplex would be less than what would be allowed under the current zoning and should be viewed in that context. The neighbourhood has two R-2 lots in the immediate area (Figure 2), one developed into a multifamily building and one that has not been developed.



Figure 2

Amenity Contributions

Due to the supportive house nature of this rezoning and the density similarities between CS-2 and R-2 Planning Staff do not consider amenity contributions to be appropriate for this proposal.

TIME REQUIREMENTS – STAFF & ELECTED OFFICIALS:

Rezoning applications in general require significant Staff time to analyze and coordinate. The fees associated to rezoning attempt to recover those costs.

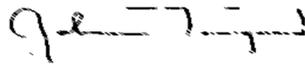
FINANCIAL IMPACTS:

There are no direct financial impacts.

POLICY OR LEGISLATIVE IMPACTS:

This proposal would amend Zoning Bylaw No. 1160, 2013.

Respectfully submitted:



John Towgood, Planning 1



Andrew Yeates, Chief Administrative Officer

DISTRICT OF UCLUELET

Bylaw No. 1202, 2016

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

WHEREAS Section 479 and other parts of the *Local Government Act* authorize zoning and other development regulations;

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

1. THAT the property with legal description of P.I.D. 001-423-975 Lot: 2, Block: A Plan: VIP29119, District: 09, generally as shown highlighted in black on the Schedule 'A' attached to and forming part of this bylaw, be rezoned from CS-2 Service Commercial to R-2 Medium Density Residential and the Text and Zoning Maps of the District of Ucluelet Zoning Bylaw No. 1160, 2013 be amended accordingly.

2. This bylaw may be cited as "Zoning Amendment Bylaw No. 1202, 2016".

READ A FIRST TIME this 12th day of July, 2016.

READ A SECOND TIME this 12th day of July, 2016.

PUBLIC HEARING this 9th day of August, 2016.

READ A THIRD TIME this 9th day of August, 2016.

ADOPTED this day of , 2016.

CERTIFIED A TRUE AND CORRECT COPY of "District of Ucluelet Zoning Amendment Bylaw No. 1202, 2016."

Mayor
Dianne St. Jacques

CAO
Andrew Yeates

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

CAO
Andrew Yeates

SCHEDULE 'A'
Bylaw No. 1202, 2016





STAFF REPORT TO COUNCIL

Council Meeting: SEPTEMBER 13, 2016
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JEANETTE O'CONNOR, CHIEF FINANCIAL OFFICER

FILE No: 3900-25 BYLAW 1206

SUBJECT: UCLUELET CEMETERY BYLAW – PROPOSED BYLAW No. 1206, 2016

ATTACHMENTS: APPENDIX A - REPORT TO COUNCIL ON AUGUST 09, 2016

RECOMMENDATION(S):

1. **THAT** Council gives Fourth Reading (and subsequent Adoption) to proposed District of Ucluelet Cemetery Management Bylaw No. 1206, 2016;

or

2. **THAT** Council abandon proposed District of Ucluelet Cemetery Management Bylaw No. 1206, 2016.

PURPOSE:

The purpose of this report is to present for Council consideration a draft Cemetery Management Bylaw that will bring us into compliance with the newest standards set out in the *Cremation, Interment and Funeral Services Act S.B.C., 2004 C35*.

Respectfully submitted:

A handwritten signature in black ink, appearing to read "Jeanette O'Connor", is written over a horizontal line.

Jeanette O'Connor, CFO

Appendix A

STAFF REPORT TO COUNCIL

Council Meeting: AUGUST 09, 2016

500 Matterson Drive, Ucluelet, BC V0R 3A0



FROM: JEANETTE O'CONNOR, CHIEF FINANCIAL OFFICER
FILE NO: 3900-25 BYLAW 1206**SUBJECT:** UCLUELET CEMETERY BYLAW – PROPOSED BYLAW NO. 1206, 2016**RECOMMENDATION(S):**

1. **THAT** Council gives up to three readings to proposed District of Ucluelet Cemetery Management Bylaw No. 1206, 2016;

or

THAT Council direct staff to amend proposed District of Ucluelet Cemetery Management Bylaw No. 1206, 2016 per Council's direction AND THAT the amended bylaw be brought forward at a subsequent meeting;

or

THAT Council abandon proposed District of Ucluelet Cemetery Management Bylaw No. 1206, 2016.

PURPOSE:

The purpose of this report is to present for Council consideration a draft Cemetery Management Bylaw that will bring us into compliance with the newest standards set out in the *Cremation, Interment and Funeral Services Act S.B.C., 2004 C35*.

BACKGROUND:

Several years ago, the District of Ucluelet was audited by a Compliance Inspector from the Business Practices and Consumer Protection Authority. The primary audit recommendation was to rewrite the cemetery bylaw to ensure it complied with the standards set out in the *Cremation, Interment and Funeral Services Act S.B. C., 2004 C35* (CIFSA). A draft cemetery bylaw was written and reviewed for accuracy with regards to legislation, terminology and methodology.

This draft cemetery bylaw differs significantly from the current bylaw, Cemetery Bylaw 604, 1993. Definitions have been added or removed as required. The bylaw contains several new sections and subsections. These changes were made to comply with the CIFSA and to produce a document that

accurately details the function of the cemetery in a logical order that can be easily referenced by District staff and the public.

Interment in the District of Ucluelet cemetery must comply with current legislation, and the bylaw encompasses these points. Permits and application procedures have changed. The bylaw now addresses transfer of unused lots, surrender of lots to the District, and the reclamation of the right of interment. The time frame for application to inter is specified. Cemetery maintenance can only be carried out in a timely and cost effective manner if the proper sizing and installation of memorials is enforced.

SUMMARY AND CONCLUSION:

Staff recommend the proposed District of Ucluelet Cemetery Management Bylaw No. 1206, 2016 be given up to three readings.

Respectfully submitted:



Jeanette O'Connor, CFO



Andrew Yeates, Chief Administrative Officer

DISTRICT OF UCLUELET

BYLAW No. 1206, 2016

A Bylaw to provide for the regulation, operation, and maintenance of the Municipal Cemetery

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 the “District of Ucluelet Cemetery Management Bylaw No. 1206, 2016”.

DEFINITIONS

2. Unless context otherwise requires, terms defined in this bylaw and the “*Cremation, Interment, and Funeral Services Act*” shall have the meanings ascribed to them unless expressly defined otherwise herein:

Administration Fee means fees levied to cover additional administrative costs associated with the transfer or surrender of a Right of Interment.

Administrative Authority means the Business Practices and Consumer Protection Authority established under the *Business Practices and Consumer Protection Authority Act*.

Administrator means the Chief Administrative Officer of the District, or duly appointed designate.

Applicant means an individual who has applied to the District for a Right of Interment.

Care Fund means an irrevocable trust fund established, held and administered in accordance with CIFSA for the purpose of financing the future maintenance and care of a cemetery once all lots are occupied or reserved.

Caretaker means the person duly authorized by the Administrator to perform Interments and to care for and maintain the Cemetery.

Cemetery means any parcel or tract of land, together with any incidental or ancillary buildings, which are set aside, used, maintained, or operated as a cemetery by the District of Ucluelet.

Cemetery Policy means any written guidelines and procedures for office and field operations established by the Administrator and utilized for management of the Cemetery.

CIFSA means the *Cremation, Interment and Funeral Services Act*, SBC 2004, C35 administered by the Administrative Authority, as may be amended or superseded from time to time and all regulations made thereunder.

Control of Disposition means the person or agency as defined in Section 5 of the CIFSA who has the authority to control the disposition of the Human Remains or Cremated Remains.

Council means the Council of the District of Ucluelet.

Cremation, Interment and Funeral Services Act means the *Cremation, Interment, and Funeral Services Act*, SBC 2004, C35, as amended from time to time.

Cremated Remains means the human bone fragments that remain after cremation that may also include the residue or any other materials cremated with the Human Remains.

Cremation Vault means a receptacle made of durable materials placed in a ground cremation Lot to encase an urn, or urns, holding cremated remains. A Cremation Vault has a lid and is placed during the Interment process.

Disinterment means the removal of Human Remains along with the casket or container, or any remaining portion of the casket or container holding the Human Remains, from the Lot in which the Human Remains had been interred.

Exhumation means the exposure of interred Human Remains for viewing or for examination, whether in or removed from the Lot in which the Human Remains had been interred.

Family Member means a parent or step-parent, a grandparent or step-grandparent, a sibling (natural, adopted or step), a Spouse, a child (natural, adopted or step) or a grandchild (natural, adopted or step).

Fees means the schedule of fees as prescribed in the District of Ucluelet Fees and Charges Bylaw No. 1186, 2016, as amended from time to time.

Funeral Provider means an individual licensed, under the CIFSA, to arrange, conduct or direct funerals or the transfer or disposition of the Human Remains, or to arrange burials.

Grave Liner means a receptacle made of durable material placed around the casket to provide reinforcement to the Lot. A Grave Liner may, or may not, have a bottom and is placed during the burial process.

Holiday means any of the following days, namely New Year's Day, Family Day, Good Friday, Easter Monday, Victoria Day, Canada Day, BC Day, Labour Day, Thanksgiving

Day, Remembrance Day, Christmas Day, Boxing Day, and any day or part of a day proclaimed a civic holiday.

Human Remains means a dead human body in any stage of decomposition, but does not include Cremated Remains.

Interment means the disposition by burial of Human Remains or human Cremated Remains in a Lot.

Interment Right Holder means a person who holds a Right of Interment.

Interment Authorization means a document completed at time of need that may include statistical, executor and next of kin information that authorizes Interment of the deceased by the person with Control of Disposition.

Lot means a space used, or intended to be used in the Cemetery, for the Interment of Human Remains or Cremated Remains under a Right of Interment and includes a grave or plot.

Medical Health Officer means the person duly appointed from time to time by the Council as the Medical Health Officer for the District.

Memorial means a structure installed at the Cemetery to identify and commemorate a deceased person that may, or may not, be interred at the Cemetery. This includes, but is not limited to, markers, tablets, pillows and plaques.

Right of Interment means a certificate that provides for the future right to inter Human Remains or Cremated Remains in a designated Lot.

Spouse as defined in CIFSA, means a person who is:

- a) married to another person;
- b) has lived with another person in a marriage-like relationship for a period of at least 2 years immediately before the other person's death.

"Urn" means any receptacle, temporary or permanent, used for the encasement of Cremated Remains.

The use of words signifying the masculine shall include the feminine.

APPLICATION OF BYLAW

3. Subject to any contrary provision in the CIFSA, this Bylaw applies to the Cemetery operated by the District and to all additional real and personal property, within or without the District of Ucluelet, which may be acquired and held by the District for use as a District Cemetery at a future time, and shall be observed for Interment of the human deceased, and for their management, operation and preservation and the terms, conditions and fees set out shall apply to every Right of Interment within the

Cemetery. The administration of the Cemetery shall be carried out in conformity with the Administrative Authority and CIFSA.

4. The following described real property is set aside, held, laid out, developed, improved, used, and maintained as the District owned Cemetery and is dedicated for that use, and shall continue to be used, operated, and maintained for that purpose and shall not be used for any other purpose:

District of Ucluelet Cemetery

PID: 006-826-261, Lot 1541, Clayoquot District

5. Council shall have power to determine, from time to time, the size and layout of the Lots, the developments and improvements to be carried out and made in and to the Cemetery, subject to compliance with the requirements of CIFSA.

ADMINISTRATION OF BYLAW

6. The Administrator is responsible for the general administration of the Bylaw and will:
 - a. maintain all records and information for the administration, operation, maintenance and management of the Cemetery as is required by the Administrative Authority under the CIFSA;
 - b. issue all Rights of Interment and permits required and authorized by this Bylaw, except as otherwise provided in this Bylaw; and
 - c. establish Cemetery Policy, subject to this Bylaw and Council direction.

RIGHT OF INTERMENT

7. The District may, subject to payment of Fees, grant to any person a Right of Interment for a vacant, unreserved Lot. A Right of Interment does not vest in the holder any title or interest in the land or Lot but instead provides for the right to inter the person named on the Right of Interment Certificate.
8. The issuance of a Right of Interment does not entitle the holder to require the District to inter the Human Remains or Cremated Remains of the designated person in the Lot unless the holder complies in all respects with the provisions of the Bylaw, including, without limitation, the payment of all Fees related to the Interment.
9. A Right of Interment for any unused Lots may be transferred to a Family Member at the discretion of the Administrator. The Interment Right Holder or executor must supply this request in writing and the original Interment right must be surrendered to the District. Fees, payable to the District, associated with an Interment right transfer, may include:
 - a. an Administration Fee;
 - b. the difference between Fees paid originally and current Fees if there has been a change in residency status; and

- c. the difference between Fees paid originally and current fees if there have been changes in fee rates.
10. An Interment Right Holder shall either reserve the right to use that Lot for themselves or authorize another person to be interred in the Lot to which the Interment Right refers. An Interment Right Holder may only designate one Lot for their own use.
11. A Right of Interment may be surrendered to the District at the discretion of the Administrator. A refund, equal to the purchase price less the Care Fund contribution, will be issued to the Interment Right Holder provided:
- a. there are no Interments in the designated Lot;
 - b. the Interment Right Holder or his executor provides written notice to the District for intent to surrender the right;
 - c. the original license or Right of interment is surrendered;
 - d. an Administration Fee is paid; and
 - e. any Fee associated with the removal of any Memorial that is on, or embracing the surrendered Lot, is paid.
12. Upon approval of the Administrative Authority, a Right of Interment may be reclaimed by the District if:
- a. the Interment Right Holder would be at least 90 years of age;
 - b. a minimum period of 50 years has elapsed from the date the prior right of interment was sold;
 - c. a minimum 90 days has passed since a notice of intent to reclaim has been sent to the last known address of the Interment Right Holder;
 - d. the District has made diligent attempts to contact the Interment Right Holder but is not able to locate them.

RIGHT OF REFUSAL

13. The Council reserves the right to refuse to sell the use of more than two grave spaces to any one individual.

INTERMENTS

14. An interment shall be made within the Cemetery once the person with Control Disposition has completed and duly signed an Interment Authorization and paid all applicable Fees.
15. Only Human Remains, or Cremated Remains of a human body, shall be interred and memorialized in the Cemetery.
16. Interments:
- a. shall only be performed within the Cemetery by the Caretaker
 - b. shall only be conducted in predefined Lots approved by the Administrative Authority and;

- c. shall be conducted with all reasonable care and attention.
17. The District and its Caretaker are not responsible for damage to any casket, Urn or other container, sustained during an Interment or disinterment, except where such damage is caused by gross negligence of the District and its Caretaker.
 18. Application for an Interment Authorization shall be made at least seventy-four (74) hours before the Interment is to take place. The Administrator may schedule the Interment in a shorter time frame subject to full compliance with all other applicable provisions of this Bylaw.
 19. In the event of an interment not being exercised after a License Contract is completed and the date of interment has passed, the Contract and the License of the reserved lot space will be considered null and void, and no refund will be issued to the Purchaser.
 20. The bodies of person who have died having any infectious disease shall be interred as directed by the Medical Health Officer.
 21. The following apply to all in-ground Interments:
 - a. A Grave Liner is required for each in-ground burial Interment.
 - b. A Cremation Liner is required for each in-ground cremation Interment.
 - c. All Cremated Remains must be interred in a sealed container constructed of permanent, durable material approved by the Administrator.
 - d. The Administrator may allow for the interment of up to four (4) Cremated Remains on any full-size Lot provided there is no objection to the Interment of Cremated Remains by Family Members, as defined in the CIFSA.
 - e. No casket burial is permitted in a full-size Lot after Cremated Remains have been interred in that Lot.
 - f. Each cremation Lot may hold up to two (2) Cremated Remains.
 - g. The Administrator must supply permission for the purchase of any Grave Liner from a source other than the District, with permission based on the item's size, design, material and construction. The installation of Grave Liners will be subject to a handling Fee and must be paid in full prior to installation. The Administrator may request that Grave Liners be installed by their supplier, under the supervision of the Caretaker, with the installation being at the Applicant's expense.
 - h. Any charges incurred by the Cemetery above and beyond the standard scope of services, in the handling of Grave Liners not supplied by the District will be charged to the Applicant and paid prior to Interment.
 22. Interments shall be performed within the following hours, or at other times approved by the Administrator:
 - a. In-ground casket burial – 9:00 a.m. and 3:30 p.m., Monday to Friday.
 - b. Interment of Cremated Remains – 8:30 a.m. and 3:30 p.m., Monday to Friday.

- c. The Administrator may schedule Saturday, Sunday or Statutory Holiday Interments subject to the payment of additional Fees and availability of the Caretaker.
 - d. The person with Control of Disposition shall be responsible for any late arrival Fees if the Human Remains or Cremated Remains are delivered to the Cemetery outside of the above prescribed times.
23. Families may request permission to witness the Interment process at the Cemetery subject to the following criteria:
- a. A request to witness the Interment must be communicated to the Administrator when confirming Interment date and time.
 - b. The District will not be held liable for any injury to a member of the public while attending or witnessing an Interment process.
 - c. All proceedings at the Interment site shall be under the sole direction of the Caretaker.

EXHUMATIONS AND DISINTERMENTS

24. Pursuant to Section 16 of the CIFSA a Cemetery must not exhume or disinter Human Remains or Cremated Remains until:
- a. the Administrator receives a written request to do so from the person who has the control of Disposition of the remains;
 - b. approval of the Exhumation by the Administrative Authority is received by the Administrator;
 - c. the Administrator gives written notice to, and receives permission from, a Medical Health Officer for the area of the health region in which the Cemetery is located when the Human Remains are those of a person who, at the time of death, was known to have had an infectious or contagious disease or other disease dangerous to public health; and
 - d. payment of the prescribed Fee is received, or acceptable payment arrangements have been made with the Administrator.
25. The District shall exercise all due care and attention in making an Exhumation or Disinterment but is not responsible for damage to any casket, Urn or other container sustained during Exhumation or Disinterment.
26. The District's responsibility with respect to Exhumation or Disinterment is limited to:
- a. excavation of sufficient quantities of soil to permit access to the Human or Cremated Remains;
 - b. and closure of the Lot.
27. In accordance with Section 18 of the CIFSA, a Funeral Provider is required for the handling of any Human Remains in the existing Lot or any transfer of the remains to the new Lot or location. The Funeral Provider shall be employed at the expense of the Interment Right Holder or their successors.

MEMORIALS

28. Memorials will only be installed, removed or modified in the Cemetery when:
 - a. an Interment Right Holder or authorized representative, or a person authorized by the Administrator, has made application to the Administrator;
 - b. the applicable contribution is paid to the Care Fund as required in the CIFSA; and
 - c. all outstanding fees relating to the Lot, Interment and Memorial installation have been paid in full.
29. All Memorials shall only be placed, installed or removed by the Caretaker or other person authorized by the Administrator. All Memorials shall conform to the approved plan of the cemetery and its sections, and shall be constructed of granite or bronze or other material(s) of a permanent nature as approved by the Administrator.
30. Installation of Memorials shall occur during regular business hours. Installations will be made as soon as possible after delivery of the Memorial to the District and timelines may vary depending on scheduling issues, weather conditions and ground conditions.
31. The District shall not be held liable for, or be obliged to repair, any breakage or damage to any Memorial in the Cemetery, except as shall arise as the result of the gross negligence of the Caretaker.
32. The Interment Right Holder, or the deceased's descendants, is required to keep in proper repair, at their expense and to the satisfaction of the District, all Memorials upon their Lot. Should any Memorial or Lot adornment erected in the Cemetery fall into a state of disrepair, then the Administrator will document the condition and have the Memorial or Lot adornment repaired or removed from the Cemetery, in each case at the expense of the Lot Holder or their successors. Interment Right Holders may request that the District make repairs. All costs associated with the repairs will be borne by the Interment Right Holder.
33. No ground Lot shall be defined by a fence, railing, coping, hedge, or by any other marking except as permitted in the Memorial provisions of this Bylaw.
34. Where it is necessary to remove any Memorial to permit or enable an interment, the cost of such removal shall be borne by the Lot Holder or their successors in respect to such interment.
35. The Lot Holder or their successors shall be responsible for the cost of any damage to any Memorial resulting from ground settlement, vandalism or any causes beyond the control of the District.

Ground Interment Memorials

36. Ground Interment Memorials, including those for cremation Lots, shall be installed flush with the ground.
37. A Memorial permit shall be issued by the Administrator to authorize installation of all ground interment Memorials not supplied by the District.
38. The Administrator may refuse to issue a permit to the applicant if the Applicant has failed to comply with the requirements of this Bylaw. The Administrator may reject Memorials, despite the prior issuance of a Memorial Permit, when the Memorial does not comply with the specifications in this Bylaw, is not in keeping with the standards of the Cemetery, or contains epitaphs deemed inappropriate by the Administrator.
39. The finished dimensions of a granite Memorial or a bronze Memorial attached to a concrete base shall be in accordance with the Memorial Permit.

Cremation Memorials

40. Cremation Memorials apply to any bronze plaque for use on a Memorial book but do not include Memorials for in-ground cremation Interment.
41. Bronze plaques for Cremation Memorials shall be supplied and installed by the District.
42. Where incorrect inscription instructions, dimension, specifications or locations are given on the Memorial installation application and signed by the Interment Right Holder, their successors, or the cremation Memorial supplier, then the cremation Memorial shall be removed and reinstalled at the expense of the Interment Right Holder or their successors.

GENERAL PROVISIONS AND REGULATIONS

43. Every person, including those in funeral processions, when entering and while within a Cemetery, shall obey the instructions of the Caretaker. Any person not behaving with proper decorum within the Cemetery or who disturbs the peace, quiet and good order of the Cemetery may be evicted by the Caretaker, and in addition, shall be guilty of an infraction of this Bylaw.
44. No person shall discharge any firearm within the Cemetery, except at Military Funerals where the discharge of firearms is permitted only in regular volleys, under the command of the officer in charge, and only during the conduct of the burial service.
45. Cemetery roadways are for the exclusive use of Interment processions, Cemetery patrons, or others as approved by the Administrator. Vehicles shall not exceed ten

(10) kilometers per hour. All operators of vehicles shall, at all times, obey the directions and orders of the Caretaker.

46. Animals shall not be permitted in the Cemetery at any time, except that dogs may be permitted in the Cemetery provided the dog is kept on a leash of a maximum length of three (3) meters.
47. No person owning or having custody, care or control of a dog shall allow the dog to deposit excrement within the Cemetery unless that person immediately removes the excrement and disposes of it in a sanitary manner.
48. Cut and artificial flowers, wreaths and floral tokens (tributes) may be placed on Lots in the Cemetery, but may be removed by the Caretaker and disposed of, when their condition is considered to be detrimental to the appearance or beauty of the Cemetery. Plant material and grave adornments associated with seasonal events or celebrations will be removed 30 days after the event by the Caretaker.
49. No person, other than the Caretaker, shall plant, remove, cut down or destroy any tree, shrub, plant, flower, bulb or decorative feature within a Cemetery.
50. No person, other than the Administrator, shall solicit orders for goods or services within the Cemetery.
51. No person shall destroy, damage, or deface any Lot, Memorial, fence, vegetation, gate or any structure in the Cemetery or injure or destroy any Cemetery improvements.
52. No person shall deposit any rubbish or offensive material within the Cemetery.
53. No person shall play at any game or sport within the Cemetery.

PENALTIES

54. Every person who violates any of the provisions of this bylaw will be liable on summary conviction to a fine and penalty not exceeding two thousand Dollars (\$2,000.00) and costs, or in default of payment thereof, or in the alternative to imprisonment for a period not exceeding six (6) months.
55. Notwithstanding anything herein contained, the administration and operation of the cemetery shall be carried out at all times in accordance with the *Cremation, Interment, and Funeral Services Act*, SBC 2004 C35, as amended, from time to time.

CARE FUND

56. A Care Fund for the future maintenance and care of the Cemetery and the Lots therein is hereby established, set aside and maintained. All monies in the Care Fund

will be held and invested as trust funds by the District and in accordance with the requirements of the CIFSA.

57. The Care Fund will be maintained with the District's bankers in an account to be designated as the "Care Fund." The Administrator and the Chief Financial Officer of the District will be responsible for all deposits to such account and for ensuring that:
- a. the account at all times complies with the provisions of the CIFSA;
 - b. any investment of any monies in the Care Fund is permitted under the CIFSA, the *Local Government Act*, the *Community Charter* and this Bylaw; and
 - c. any interest earned on the investments of the Care Fund may be used for the maintenance and care of the Cemetery in the year in which the interest and income is earned, or may be retained in the Care Fund to increase the principal sum.
58. The Administrator may, on behalf of the District, accept voluntary payments to the Care Fund from any person or organization.
59. The principal sum of the Care Fund will not be reduced other than in accordance with an order from the Administrative Authority pursuant to the CIFSA.

ADMINISTRATIVE PROVISIONS

60. This bylaw hereby repeals the District of Ucluelet Cemetery Bylaw No. 604, 1993, Ucluelet Cemetery Amendment Bylaw No. 666, 1995 in their entirety.

READ A FIRST TIME this 9th day of August, 2016.

READ A SECOND TIME this 9th day of August, 2016.

READ A THIRD TIME this 9th day of August, 2016.

ADOPTED this xx day of month, year

CERTIFIED A TRUE AND CORRECT COPY of "District of Ucluelet Cemetery Management Bylaw No. 1206, 2016.

Mayor
Dianne St. Jacques

CAO
Andrew Yeates

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

CAO
Andrew Yeates



STAFF REPORT TO COUNCIL

Council Meeting: SEPTEMBER 13, 2016
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JEANETTE O'CONNOR, CHIEF FINANCIAL OFFICER

FILE NO: 3900 – 25 BYLAW # 1207, 2016

SUBJECT: UCLUELET MUNICIPAL PROPERTY TAX EXEMPTION BYLAW FOR THE 2017 TAX YEAR

ATTACHMENT(S): APPENDIX #1 – TAX EXEMPTION PUBLIC NOTICE

RECOMMENDATION:

1. **THAT** Council gives up to three readings to “Ucluelet Municipal Property Tax Exemption Bylaw No. 1207, 2016”.

PURPOSE:

In order to exempt certain properties from municipal property taxes, the above noted bylaw must be adopted on or before October 31 in the year prior to the next taxation year. This will exempt these certain properties from land and/or improvement taxes for the taxation year of 2017.

BACKGROUND:

The *Community Charter* provides municipalities with the authority to exempt certain lands and/or improvements from municipal property taxation. The general authority is provided in Section 224, under which Council may offer exemption to a range of properties. The *Community Charter* requires that municipal property taxation exemption bylaws be adopted by October 31 for the subsequent taxation year.

The District of Ucluelet has previously exempted the churches, which are required statutory exemptions, the Ucluelet Historical Society, which has acquired title to the leased land on Coast Guard Drive for their future museum, the Food Bank on the Edge, which is a non-profit organization, and the Class 8 portion of the Army, Navy & Air Force Veterans, Unit 293. Also previously exempted are the Westcoast Community Resources Centre, the Nuuchah-Nulth Tribal Council, the Ministry of Child and Family Development, the Vancouver Island Regional Library and the Ucluelet Daycare Society, all of who are renting space at the Ucluelet Community Centre and providing services to the public. In addition, a portion of a property on Peninsula Road, which is now leased from the Ucluelet Consumers' Co-operative by the District, and the Ucluelet Aquarium Society have also been previously exempted.

There has been one additional request received for tax exemption for 2017. The KUU-US Crisis Line Society, who recently acquired property through a federal surplus property initiative, has applied for a tax exemption. The Society is a registered non-profit organization and will be providing supportive housing. In September 2015, the Society approached Council and received a letter of support from the District of Ucluelet for their submission to acquire the property.

NOTICE OF TAX EXEMPTION BYLAW NO.1207, 2016

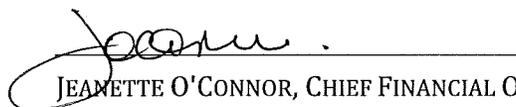
Take notice that pursuant to Section 227 of the Community Charter, the District of Ucluelet Council intends to adopt the "Municipal Property Tax Exemption Bylaw No. 1207, 2016" at its regular Council meeting of October 11, 2016.

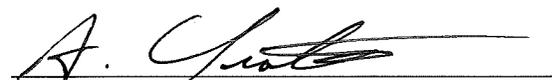
The purpose of this bylaw is to exempt from taxation under Section 224(2) of the Community Charter each parcel of land described in Column B of the Schedule to this Notice, together with any improvements on such parcel, for the year 2017. Each exemption is granted on the condition that the parcel is used, held, owned or occupied by the organization named in the corresponding row of Column A of the Schedule.

The estimated amount of the taxes that would be imposed on each parcel for 2017, if the exemption were not granted, is set out in Column C of the Schedule.

| "A" APPLICANT | "B" LEGAL DESCRIPTION | "C" EXEMPTION |
|--|---|------------------|
| Christ Community Church of Ucluelet | Lot 1, Plan VIP9522, 1419 Peninsula Rd | \$2,482 |
| Christ Community Church of Ucluelet | Lot 2, Plan VIP9522, 1439 Peninsula Rd | \$1,602 |
| Bishop of Victoria | Lot 1, Plan VIP10396, 1651 Peninsula Rd | \$2,357 |
| Trustees of the Congregation of Jehovah's Witnesses | Lot 6, Plan VIP30080, 315 Matterson Dr | \$3,588 |
| Ucluelet & Area Historical Society | Block A, DL 1507, Lease 111228, Coast Guard Rd | \$9,255 |
| Food Bank on the Edge | PT Lot 3, Plan 20323 (Leased portion only) 160 Sea Plane Base Rd | \$1,790 |
| Westcoast Community Resources Centre | PT Lot A, Plan VIP56963, except Plan VIP75072 & except PT in PL VIP81595, 398 Matterson Dr | \$3,403 |
| Nuu-Chah-Nulth Tribal Council | PT Lot A, Plan VIP56963, except Plan VIP75072 & except PT in PL VIP81595, 398 Matterson Dr | \$1,128 |
| Ministry of Child and Family Development | PT Lot A, Plan VIP56963, except Plan VIP75072 & except PT in PL VIP81595, 398 Matterson Dr | \$1,128 |
| Vancouver Island Regional Library | PT Lot A, Plan VIP56963, except Plan VIP75072 & except PT in PL VIP81595, 398 Matterson Dr | \$7,987 |
| Ucluelet Daycare Society | PT Lot A, Plan VIP56963, except Plan VIP75072 & except PT in PL VIP81595, 398 Matterson Dr | \$12,505 |
| Army, Navy & Air Force Veterans – Ucluelet Unit #293 | Lot 1, Plan 5190, (Class 8 only) 1708 Peninsula Rd | \$3,192 |
| Ucluelet Consumers Co-operative | PT Lot 2, Plan VIP3486, 1604 Peninsula Rd | \$2,971 |
| Ucluelet Aquarium Society (UAS) | Block A, DL1689 & DL2191 covering unsurveyed Crown foreshore or land covered by water being part of the bed of the Ucluelet Inlet | \$36,950 |
| KUU-US Crisis Line Society | Lot1, Block 1, Plan 9200, 1395 Helen Rd | \$1,960 |

Respectfully submitted:


JEANNETTE O'CONNOR, CHIEF FINANCIAL OFFICER


Andrew Yeates, Chief Administrative Officer

**DISTRICT OF UCLUELET
BYLAW NO. 1207, 2016**

“A Bylaw to Exempt Certain Lands and/or Improvements from
Municipal Property Taxation for the 2017 taxation year”

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

TITLE

- 1) This bylaw may be cited as “District of Ucluelet Municipal Property Tax Exemption Bylaw No. 1207, 2016”.

Exemption for Public Worship Properties

- 2) The land hereinafter described and the improvements thereon which are set apart and in use for public worship are hereby exempt from taxation under the *Community Charter* for the year 2017.
 - a) Lots 1 and 2, Section 21, Clayoquot Land District, Plan 9522 registered in the name of the Christ Community Church of Ucluelet;
 - b) Lot 1, District Lot 282, Clayoquot Land District, Plan 10396 and Lot 1, District Lot 282, Clayoquot Land District, Plan 9024 registered in the name of the Bishop of Victoria;
 - c) Lot 6, District Lot 282, Clayoquot Land District, Plan 30080 registered in the name of the Ucluelet Congregation of Jehovah’s Witnesses.

Exemption for Museum Properties

- 3) The land hereinafter described and the improvements thereon which are set apart and in use for a museum are hereby exempt from taxation under the *Community Charter* for the year 2017.
 - a) Folio 196.410, Block A, District Lot 1507, Clayoquot Land District, Plan 61995, Survey Plan filed with Active Lease to Ucluelet & Area Historical Society, Lands Branch Lease #111228.

Exemption for Non-Profit Organizations Using Municipal Property

- 4) The interest in municipal buildings of a non-profit organization that uses or occupies as a licensee or tenant of the municipality are hereby exempt from taxation under the *Community Charter* for the year 2017.
 - a) Food Bank on the Edge – 160 Sea Plane Base Road – Roll No. 181.060 being that portion of Lot 3, Plan 20323, District Lot 284, Clayoquot Land District that is used and owned by the Food Bank on the Edge;
 - b) Westcoast Community Resources Centre – 500 Matterson Drive - Roll No. 114.960 being that portion of Lot A, Plan VIP56963, District Lot 281, Clayoquot Land District

that is used by the Westcoast Community Resources Centre;

- c) Nuu-Chah-Nulth - 500 Matterson Drive - Roll No. 114.960 being that portion of Lot A, Plan VIP56963, District Lot 281, Clayoquot Land District that is used by the Nuu-Chah-Nulth First Nations;
- d) Ministry of Child and Family Development – 500 Matterson Drive - Roll No. 114.960 being that portion of Lot A, Plan VIP56963, District Lot 281, Clayoquot Land District that is used by the Ministry of Child and Family Development;
- e) Vancouver Island Regional Library – 500 Matterson Drive - Roll No. 114.960 being that portion of Lot A, Plan VIP56963, District Lot 281, Clayoquot Land District that is used by the Vancouver Island Regional Library;
- f) Ucluelet Daycare Society – 500 Matterson Drive - Roll No. 114.960 being that portion of Lot A, Plan VIP56963, District Lot 281, Clayoquot Land District that is used by the Ucluelet Daycare Society.

Exemption for Recreational Properties

- 5) The land and improvements classified by the BC Assessment Authority as Class 8 (Recreation/Non-Profit) and excluding the land and improvements classified by the BC Assessment Authority as Class 6 are hereby exempt from taxation under the *Community Charter* for the year 2017.
 - a) Army, Navy & Air Force Veterans, Ucluelet Unit #293 - Folio 165.000 being Lot 1, Plan 5190, District Lot 282, Clayoquot Land District;

Exemption for Aquarium

- 6) Ucluelet Aquarium Society – Folio 152.020 being a Portion of District Lot 1689, Clayoquot Land District for aquarium purposes, license 113490.

Exemption for Land Leased by the Municipality

- 7) Lease by the District of Ucluelet – Folio 160.000 being a Portion of Lot 2, Plan 3486, District Lot 282, Clayoquot Land District, consisting of the entire frontage on 1604 Peninsula Road of approximately 86 feet, to a lot depth of approximately 120 feet of the Property, Leased from the Ucluelet Consumers' Co-operative by the District of Ucluelet;

Exemption for Land Owned or Held by Non-Profit Organizations

- 8) The land hereinafter described and the improvements thereon which are owned and used by a charitable, philanthropic or other not for profit corporation, and used for a purpose that is directly related to the purposes of the corporation.
 - a) KUU-US Crisis Line Society – Folio 6.001 being Lot 1, Plan 9200, Block 1, Clayoquot Land District.

READ A FIRST TIME this xx day of month, year.

READ A SECOND TIME this xx day of month, year.

READ A THIRD TIME this xx day of month, year.

ADOPTED this xx day of month, year.

CERTIFIED CORRECT: Ucluelet Municipal Property Tax Exemption Bylaw No. 1207, 2016.

Mayor
Dianne St. Jacques

Chief Administrative Officer
Andrew Yeates

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

Chief Administrative Officer
Andrew Yeates



STAFF REPORT TO COUNCIL

Council Meeting: SEPTEMBER 13TH, 2016
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JOHN TOWGOOD, PLANNER 1

FOLIO NO: 126.932 **REF NO:** RZ16-08 **FILE NO:** 3360-20

SUBJECT: PROPOSAL TO AMEND ZONING BYLAW NO.1160, 2013 BY ADDING THE DEFINITION FOR A "POCKET NEIGHBOURHOOD RESIDENTIAL" USE AND ADDING THAT USE AND ASSOCIATED REGULATIONS TO LOT 2, PLAN VIP80044.

ATTACHMENT(S): APPENDIX A – REZONING APPLICATION

RECOMMENDATION(S):

THAT Council considers approval of one of the following options:

1. **That** Zoning Amendment Bylaw No. 1208, 2016 be given first and second reading and advance to a public hearing.

OR

2. **That** Zoning Amendment Bylaw No. 1208, 2016 be considered and determined not to proceed further.

DESIRED OUTCOME:

That Zoning Amendment Bylaw No. 1208, 2016 be given first and second reading and advance to a public hearing.

SUMMARY:

The proposed zoning amendment adds a new form of Multiple Family Residential (or "MFR") best described as a pocket neighbourhood to Lot 2, VIP 80044, P.I.D.: 026-514-702 (the "Subject Lot"). Instead of the traditional MFR building or group of buildings that must contain three or more dwelling units, this proposal contemplates a MFR development in which small single detached family dwellings are grouped around a shared central common green space, connected by walkways and served by shared parking areas. This proposal does not contemplate an increase in density or significant changes to the zoning regulations from the current MFR use. This additional form for a MFR development represents a new and progressive housing option for Ucluelet that tries to foster a sense of community among nearby neighbors, while preserving the individual owner's sense of place. The Subject Lots location is well suited for this type of development with the Forest Glenn Senior's Center across the road, a future community park immediately to the west and the site is in walking distance to the village core, schools and shops.

BACKGROUND:

An application has been received that proposes to develop a 2.92 acre lot, located at 1782 St. Jacques across from the Forest Glenn Seniors Center (Figure 1), to a “Pocket Neighbourhood” which is essentially small single family dwellings that are grouped around a shared central common green space.

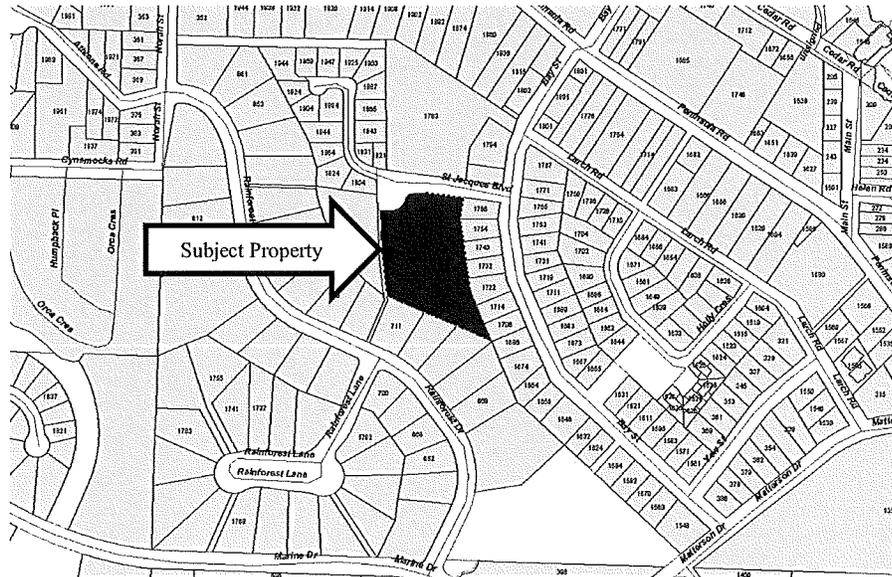


Figure 1

The applicant is proposing a density of 24 dwelling units ranging in size from 70msq (770sqft) to 110msq (1200sqft) with a central greenspace and private gardens (Figure 2). The neighbourhood is accessed from within the property by a perimeter strata road with covered parking kept to the exterior of the development.

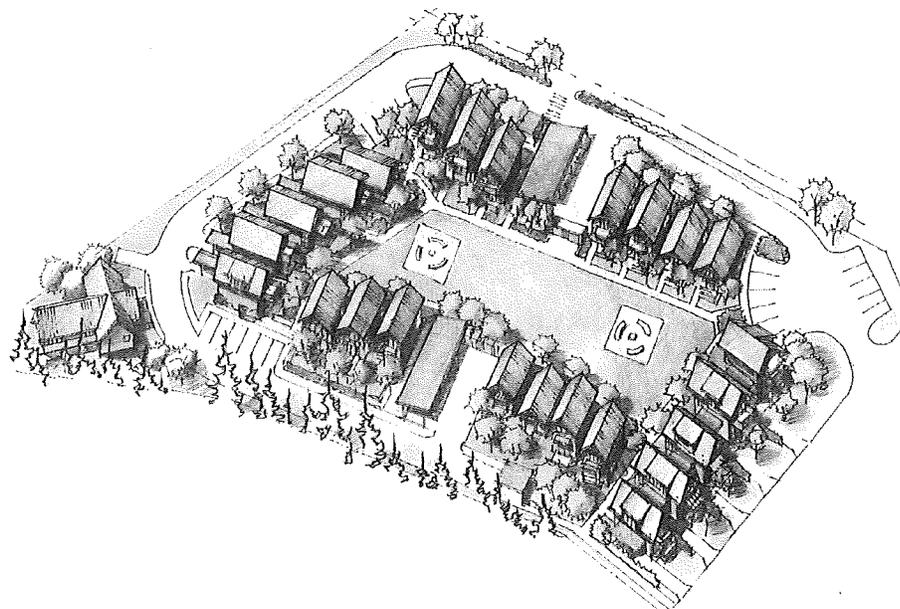


Figure 2

The current CD-3 zoning indicates MFR as the Principle Use:

“Multiple Family Residential” (or “MFR”) means a building, or group of buildings on the same lot, each containing three or more dwelling units, for residential use only and specifically excluding commercial tourist accommodation, on a lot which includes a minimum useable outdoor recreation/ amenity space of:

(a) 16 m² per bedroom when in the R-2 Zone;

(b) 20 m² per bedroom when in the R-3 Zone;

(c) 8 m² per bedroom when in all other Zones (including the residential component of the mixed residential/commercial and mixed residential/industrial uses);

The requirement that MFR must be *“a building, or group of buildings on the same lot, each containing three or more dwelling units”* indicates that a zoning amendment would be required to allow single detached units. Working with the applicant Staff proposed that the best approach would be to add a new use to the zoning bylaw and to the property. It should be noted that this is not a Development Permit and as the property does not fall into any development permit area the proponent is not required to complete a Development Permit for this development.

OCP:

The Official Community Plan (OCP) designation for this property is Comprehensive Development. This designation contemplates single family lots with a range of lot sizes and MFR. The original development for this area contemplated that the subject lot be MFR and this proposal is just a change in the form of MFR. The OCP specifically encourages alternative housing options, including bare land strata and the development of multi-family residential units within approximately a five minute walk of the Village Square.

CURRENT ZONING:

The subject lot is currently zoned CD-3 with the following permitted use that is specific for this property and zoning regulations:

CD-3A.1.3 *The following use is permitted on Lot 2, Plan VIP80044, in the areas of the CD-3 Zone Plan labeled “Multiple Family”, but secondary permitted uses are only permitted in conjunction with a principal permitted use:*

(1)Principal:

(a)Multiple Family Residential

(2)Secondary:

(a)Home Occupation

CD-3A.2.1 *Minimum Lot Size:*

(2) Multiple Family Residential: 4,856 m² (1.2 acres)

CD-3A.2.2 *Minimum Lot Frontage:*

(3) Multiple Family Residential: 23 m (75ft)

CD-3A.3.1 *Maximum Number:*

(3) Multiple Family Residential: 20 dwelling units per lot

CD-3A.3.2 *Maximum Floor Area Ratio:*

(3) Multiple Family Residential: 0.70

CD-3A.3.3 *Maximum Lot Coverage:*

3 |

(3) *Multiple Family Residential: 40%*

CD-3A.4.2 Accessory Buildings:

(3) *Multiple Family Residential: 300 m² (3,225 ft²) combined total per lot*

CD-3A.5 Maximum Height:

CD-3A.5.1 *Principal Buildings & Structures:*

(3) *Multiple Family Residential: 11 m (36ft) or 3 storey*

CD-3A.6 Minimum Setbacks:

CD-3A.6.1 *The following minimum setbacks apply, as measured from the front lot line, rear lot line and side lot lines(s), respectively:*

4) *Multiple Family Residential:*

(i) *Principal Front/Side/Rear/Exterior yards = 6 m (20ft)*

(ii) *Accessory Front/Side/Rear/Exterior yards = 7.5 m (25ft)*

PROPOSED ZONING:

The focus of this amendment is to allow for small single detached dwelling units in a strata or rental type ownership, rather than requiring the proposed dwelling units to be connected in groups, that contain three or more dwelling units. The following definition creates a use that would allow the proposed pocket neighbourhood residential use:

“Pocket Neighbourhood Residential” means a multi-family residential development in which four or more small Single Family Dwellings are grouped around a shared central common green space, connected by walkways, served by shared parking areas and includes a minimum useable outdoor recreation/ amenity space of 20 m² per bedroom:

The minimum useable outdoor recreation/ amenity space of 20 m² per bedroom stated in the above definition represents the highest per bedroom requirement listed in the MFR use. The following are the only other changes in zoning regulation resulting from the proposed change of use:

- a. Pocket Neighbourhood Residential would be given a maximum density cap of “30 dwelling units per lot”. This facilitates the proposed density while not requiring the applicant to subdivide to attain their desired density of 24 units. It should be noted that the subdivision of the subject lot to two fee simple lots was contemplated during the original development for the area. The potential subdivision would result in a maximum density of 40 dwelling units. The proposed 30 unit’s represents a theoretical reduction in what was contemplated when the Rainforest / St. Jacques Boulevard area was originally developed.
- b. A principle building maximum gross floor area restriction of “140msq (1507ftsq) per individual dwelling unit” would be added as a control to keep the units smaller and more attainable.
- c. Pocket Neighbourhood Residential buildings would not require the 11m (36ft) height allowed by the CD-3/MFR zoning. Staff propose an “8m (26ft) or 2 storey maximum” height of the principle buildings.

Parking, servicing and other regulatory requirements for this proposal will be reviewed at time of a subdivision and/or building permit application stage.

AMENITY CONTRIBUTIONS:

All amenities for the CD-3 area have been provided and continue to form an integral part of the community and the proposed rezoning does not increase the applicant's potential density.

TIME REQUIREMENTS – STAFF & ELECTED OFFICIALS:

Rezoning applications in general require significant Staff time to analyze and coordinate. The fees associated to rezoning attempt to recover those costs.

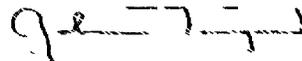
FINANCIAL IMPACTS:

There are no direct financial impacts as a result of this rezoning.

POLICY OR LEGISLATIVE IMPACTS:

This proposal would amend Zoning Bylaw No. 1160, 2013.

Respectfully submitted:



John Towgood, Planning 1



Andrew Yeates, Chief Administrative Officer



DEVELOPMENT APPLICATION



Live simply and in harmony with your neighbours.

ST. JACQUES BOULEVARD
UCLUELET, BC

SUBMITTED BY:
DE HOOG & KIERULF ARCHITECTS



0.0 TABLE OF CONTENTS

CONTENTS

APPLICATION

| | |
|--------------------------------|---|
| 1.1 APPLICATION FORMS | 2 |
| 1.2A LEGAL INFORMATION - PLAN | 2 |
| 1.2B LEGAL INFORMATION - TITLE | 3 |

PROJECT DESCRIPTION

| | |
|-------------------------|---|
| 2.1 SITE AND CONTEXT | 6 |
| 2.2 DEVELOPMENT CONTEXT | 8 |

DEVELOPMENT PROPOSAL

| | |
|--------------------------|----|
| 3.1 SITE DESIGN | 9 |
| 3.2 ARCHITECTURAL DESIGN | 11 |

SUSTAINABLE DESIGN

| | |
|-------------------------------|----|
| 4.1 STORM WATER MANAGEMENT | 12 |
| 4.2 VEGETATION | 12 |
| 4.3 GREEN BUILDING PRINCIPLES | 12 |
| 4.4 WALKING AND CYCLING | 12 |

SUMMARY DEVELOPMENT STATISTICS

| | |
|-----------------------|----|
| 5.1 LOT REGULATIONS | 13 |
| 5.2 DENSITY | 13 |
| 5.3 GROSS FLOOR AREA | 13 |
| 5.4 MAXIMUM HEIGHT | 13 |
| 5.5 SETBACKS | 13 |
| 5.6 PARKING | 13 |
| 5.7 OPEN/SHARED SPACE | 13 |



1.2B LEGAL INFORMATION - TITLE

TITLE SEARCH PRINT
 File Reference: L-575-118
 Declared Value \$ 650000

2016-08-03, 09:33:17
 Requestor: Prairie Moat

CURRENT AND CANCELLED INFORMATION SHOWN

Land Title District
 Land Title Office: VICTORIA
 VICTORIA

Title Number
 From Title Number: FA88071
 EX156738

Application Received: 2006-07-19

Application Entered: 2006-07-27

Registered Owner in Fee Simple
 Registered Owner/Mailing Address: W.E. INDUSTRIES LTD., INC.NO. BC0143184
 753 CAPITAL COURT
 PORT COQUITLAM, BC
 V3C 6E4

Taxation Authority: PORT ALBERNI ASSESSMENT AREA
 VILLAGE OF UCLUELET

Description of Land
 Parcel Identifier: 026-514-702
 Legal Description: LOT 2 DISTRICT LOT 282 CLAYOQUOT DISTRICT PLAN VIP80044

Legal Notations: NONE

Charges, Liens and Interests

Nature: STATUTORY RIGHT OF WAY
 Registration Number: EX119907
 Registration Date and Time: 2005-09-20 11:26
 Registered Owner: DISTRICT OF UCLUELET
 Remarks: INTER ALIA

Nature: MORTGAGE
 Registration Number: FA36790
 Registration Date and Time: 2006-03-27 13:31
 Registered Owner: FISGARD CAPITAL CORPORATION
 INCORPORATION NO. C603095
 Remarks: EXTENSION OF CA167870
Cancelled By: CA270359
Cancelled Date: 2006-08-15

Title Number: FA88071

TITLE SEARCH PRINT

Page 1 of 5

TITLE SEARCH PRINT
 File Reference: L-575-118
 Declared Value \$ 650000

2016-08-03, 09:33:17
 Requestor: Prairie Moat

Nature: ASSIGNMENT OF RENTS
 Registration Number: FA36791
 Registration Date and Time: 2006-03-27 13:31
 Registered Owner: FISGARD CAPITAL CORPORATION
 INCORPORATION NO. C603095
 Remarks: EXTENSION OF CA167871
Cancelled By: CA270360
Cancelled Date: 2006-08-15

Nature: MORTGAGE
 Registration Number: FA41275
 Registration Date and Time: 2006-04-04 14:29
 Registered Owner: LIBERTY HOLDINGS EXCELL CORP.
 INCORPORATION NO. 0641951
 Remarks: INTER ALIA
Cancelled By: CA265257
Cancelled Date: 2006-08-04

Nature: MORTGAGE
 Registration Number: FA88072
 Registration Date and Time: 2006-07-19 12:58
 Registered Owner: VANCOUVER CITY SAVINGS CREDIT UNION
Cancelled By: FB44465
Cancelled Date: 2007-05-04

Nature: ASSIGNMENT OF RENTS
 Registration Number: FA88073
 Registration Date and Time: 2006-07-19 12:58
 Registered Owner: VANCOUVER CITY SAVINGS CREDIT UNION
Cancelled By: FB44466
Cancelled Date: 2007-05-04

Nature: MORTGAGE
 Registration Number: BB484864
 Registration Date and Time: 2007-03-29 15:13
 Registered Owner: BANCORP GROWTH MORTGAGE FUND LTD.
 INCORPORATION NO. BCO494682
 Remarks: INTER ALIA
Cancelled By: BB549793
Cancelled Date: 2007-09-13

Title Number: FA88071

TITLE SEARCH PRINT

Page 2 of 5

TITLE SEARCH PRINT

File Reference: L-575-118
Declared Value \$ 650000

2016-08-03, 09:33:17
Requestor: Prairie Moat

Nature: ASSIGNMENT OF RENTS
Registration Number: BB484865
Registration Date and Time: 2007-03-29 15:13
Registered Owner: BANCORP GROWTH MORTGAGE FUND LTD.
INCORPORATION NO. BC0494682
Remarks: INTER ALIA
Cancelled By: BB549794
Cancelled Date: 2007-09-13

Nature: MORTGAGE
Registration Number: BB546923
Registration Date and Time: 2007-09-07 09:21
Registered Owner: BANCORP BALANCED MORTGAGE FUND LTD.
INCORPORATION NO. 0567642
Registered Owner: AS TO AN UNDIVIDED 1470/5000 INTEREST
BANCORP GROWTH MORTGAGE FUND LTD.
INCORPORATION NO. 0494682
Registered Owner: AS TO AN UNDIVIDED 1330/5000 INTEREST
BANCORP FINANCIAL SERVICES INC.
INCORPORATION NO. 0712503
Remarks: AS TO AN UNDIVIDED 2200/5000 INTEREST
INTER ALIA
EXTENSION OF BA125403 (SEE BB540919)
Cancelled By: CA950402
Cancelled Date: 2008-10-20

Nature: ASSIGNMENT OF RENTS
Registration Number: BB546924
Registration Date and Time: 2007-09-07 09:21
Registered Owner: BANCORP BALANCED MORTGAGE FUND LTD.
INCORPORATION NO. 0567642
Registered Owner: AS TO AN UNDIVIDED 1470/5000 INTEREST
BANCORP GROWTH MORTGAGE FUND LTD.
INCORPORATION NO. 0494682
Registered Owner: AS TO AN UNDIVIDED 1330/5000 INTEREST
BANCORP FINANCIAL SERVICES INC.
INCORPORATION NO. 0712503
Remarks: AS TO AN UNDIVIDED 2200/5000 INTEREST
INTER ALIA
EXTENSION OF BA125404 (SEE BB540920)
Cancelled By: CA950403
Cancelled Date: 2008-10-20

TITLE SEARCH PRINT

File Reference: L-575-118
Declared Value \$ 650000

2016-08-03, 09:33:17
Requestor: Prairie Moat

Nature: MORTGAGE
Registration Number: CA1441535
Registration Date and Time: 2010-01-29 13:08
Registered Owner: BANCORP BALANCED MORTGAGE FUND II LTD.
INCORPORATION NO. BC0856913
BANCORP GROWTH MORTGAGE FUND II LTD.
INCORPORATION NO. BC0856914
Cancelled By: CA2072173
Cancelled Date: 2011-06-27

Nature: ASSIGNMENT OF RENTS
Registration Number: CA1441536
Registration Date and Time: 2010-01-29 13:08
Registered Owner: BANCORP BALANCED MORTGAGE FUND II LTD.
INCORPORATION NO. BC0856913
BANCORP GROWTH MORTGAGE FUND II LTD.
INCORPORATION NO. BC0856914
Cancelled By: CA2072174
Cancelled Date: 2011-06-27

Nature: MORTGAGE
Registration Number: CA3052260
Registration Date and Time: 2013-03-28 10:07
Registered Owner: GALWAY CAPITAL CORP.
INCORPORATION NO. BC0536192
Remarks: INTER ALIA

Nature: ASSIGNMENT OF RENTS
Registration Number: CA3052261
Registration Date and Time: 2013-03-28 10:07
Registered Owner: GALWAY CAPITAL CORP.
INCORPORATION NO. BC0536192
Remarks: INTER ALIA

Nature: JUDGMENT
Registration Number: FB469675
Registration Date and Time: 2013-06-26 11:47
Registered Owner: THE CROWN IN RIGHT OF CANADA
Remarks: RENEWED BY CA4473004

Nature: JUDGMENT
Registration Number: CA4473004
Registration Date and Time: 2015-06-18 10:19
Registered Owner: THE CROWN IN RIGHT OF CANADA
Remarks: RENEWAL OF FB469675

TITLE SEARCH PRINT

File Reference: L-575-118
Declared Value \$ 650000

2016-08-03, 09:33:17
Requestor: Prairie Moat

| | |
|-----------------------------|------------------|
| Nature: | TAX SALE NOTICE |
| Registration Number: | CA4722269 |
| Registration Date and Time: | 2015-10-05 08:30 |
| Cancelled By: | CA4945990 |
| Cancelled Date: | 2016-01-25 |

Duplicate Indefeasible Title NONE OUTSTANDING

Transfers NONE

Pending Applications NONE

Corrections

FB107852 2007-10-17 09:27:00 CHARGE REMARKS CORRECTED EX119907

FB107852 2011-05-29 10:53:48 CHARGE REMARKS CORRECTED EX119907

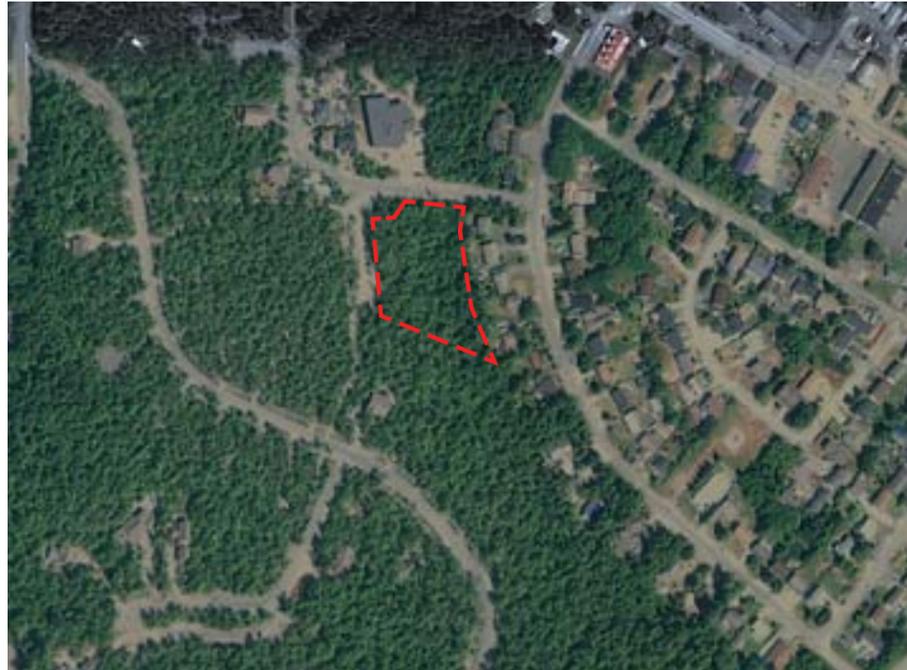
2.0 PROJECT DESCRIPTION

2.1 SITE AND CONTEXT

The 1.18 ha (2.915 acre) site at Lot 2 St. Jacques Boulevard is an excellent location in central Ucluelet. It is fully serviced with underground services to the lot line. Currently it is treed and no development has occurred on site. The site slopes down towards the road.

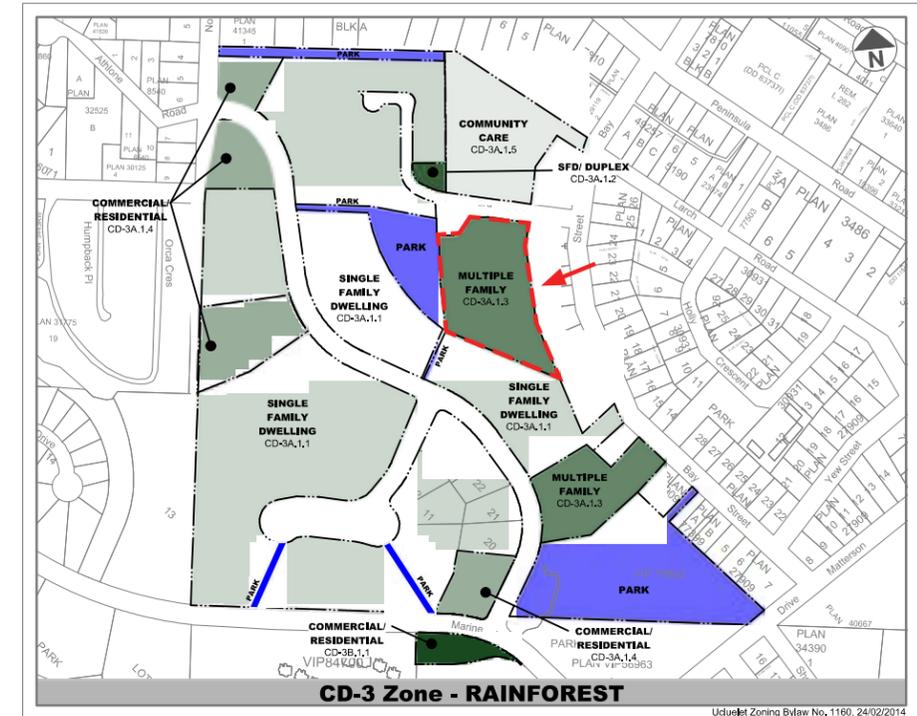
Existing and future Municipal footpaths provide close walking proximity to School (10 minutes), Village Square (7 minutes), Community Centre (5 minutes), Forest Glen Seniors' Centre (1 minute), future Park to the west (1 minute), beaches (5 minutes). All times are approximate.

The site is zoned CD-3A Sub Zone - District Lot 282, and a maximum forty (40) Multiple Family Residential Units are permitted if the site is sub-divided or a Zoning Amendment made. Sub-division is allowed on this specific site.



SITE - AERIAL

Comprehensive Development ("CD-3 Zone") Plan - Updated



SITE PHOTOS - EXISTING



SITE AND CONTEXT - NEIGHBOURING PROPERTIES

PROJECT DESCRIPTION

2.2 DEVELOPMENT CONTEXT

The proposed Development Context has been inspired by examples such as Russ Chapin, architect and author of Pocket Neighbourhoods, and the Creekside Commons community of thirty-six families in Courtenay, and other sources. We have used the Wikipedia free encyclopedia definition to help explain the proposed development as well as the ethic of "live simply and in harmony with your neighbours."

A pocket neighbourhood is a type of planned community that consists of a grouping of smaller residences, often around a courtyard or common garden, designed to promote a close knit sense of community and neighbourliness with an increased level of contact. Considerations involved in planning and zoning pocket neighbourhoods include reducing or segregating parking and roadways, the use of shared communal areas that promote social activities, and homes with smaller square footage built in close proximity to one another (high density). Features in the smaller homes are designed to maximize space and can use built in shelves and porch areas, encouraging time spent outside with a focal point around a greenspace (instead of parking areas).

-Wikipedia, the free encyclopedia



POCKET NEIGHBOURHOOD EXAMPLES

*images taken from <http://www.pocket-neighborhoods.net> and Ross Chapin's "Pocket Neighbourhoods: Creating Small-Scale Communities in a Large-Scale World"

3.0 DEVELOPMENT PROPOSAL

3.1 SITE DESIGN

The homes are laid out in two connected pocket neighbourhood clusters around a central courtyard with the majority of the parking gathered to the side and minority with attached carports. The east group has thirteen (13) homes ranging in size from 70 square metres (770 square feet) to 110 square metres (1200 square feet) around a central green. The west group includes fifteen (15) homes. All have a walk-out to the central courtyard through a private garden with low fence. The variety of home sizes and types is intended to attract a range of households, from working and retired singles and couples to young families.

The common building facilities are provided for the use and enjoyment by all residents. The building includes a multi-purpose space, a small workshop, and kayak/canoe storage.

The perimeter road is to the "exterior" of the development and makes the development more people-centric and less car-centric. Municipal trails connect to the site and central courtyard.

The two connected pockets permit phased development (and subdivision if required by the Bylaw) for a total of twenty-four (24) homes.

Site governance in the shared, open areas could include: vegetable allotments, play areas, barbecue areas, badminton, boule etc. to the central courtyard and/or other areas.



SITE PLAN



3.2 ARCHITECTURAL DESIGN

The architectural design will be based on the unique west coast character that is compatible with contemporary Ucluelet architecture. Buildings will have sloping metal roofs, board and batten siding with some exposed wood frame, and natural looking wood (or composite) with a palette of muted green, blue and grey accent colours. Each home will have a porch overhang to the front entrance door, and an arbor and deck in the small rear garden/patio facing the common courtyard. A low height fence will demarcate side access and rear garden privacy.

Homes are approximately 2.4 m (8') apart with an anticipated five (single storey) Cottages at 70 m² (770 ft²), and nineteen two storey Houses at 110 m² (1200 ft²).

The Commons Building, a social centre of the development, can be host to community meetings, potluck dinners, movie nights, even homework evenings! It will have an outdoor terrace for barbeque. To the rear of the Commons Building is a small Shop for crafts and repairs, and to the rear of that a stacked kayak/canoe storage shelter for up to eighteen 20' long units.

The two bicycle lockers can accommodate twelve (12) bicycles/scooters each.



4.0 SUSTAINABLE DESIGN

Ucluelet is a special coastal community with a unique setting and strong sense of community. New development should respect the community's desire to retain its small town character while accommodating growth that contributes to the long-term economic, social and environmental well-being of the community. This is clearly reflected in the OCP. Several initiatives are proposed in the development that reflect current thinking in sustainable site planning and architectural design.

4.1 STORM WATER MANAGEMENT

The access driveway and parking areas will drain through "bio retention" strategies which are to form a landscape feature.

4.2 VEGETATION

Existing specimen trees and shrubs on the site will be retained where possible to contribute to the local natural character of the proposed development. Vegetation buffers on the site will be of plant material native to the community. This is within the Common Courtyard and to the exterior access road. A Landscape Design will be included as a component of a Building Permit Application.

4.3 GREEN BUILDING PRINCIPLES

Current practices in green building design will be incorporated, to the greatest extent possible, in the site development and building construction. This will include the use of non-toxic materials, the minimization of waste materials during construction, water conservation measures through devices like low-flush toilets, use of local (where practical) and recyclable materials, and any other measures deemed to be suitable to the proposed project such as discrete lighting to reduce "light pollution". Green roofs to carports (there are no garages) will be included. Shading from summer sun will be included.

4.4 WALKING AND CYCLING

The immediate adjacency of Municipal walking trails and road system, plus cross-site pathways and special on-site bicycle storage should encourage the move from short vehicle trips to walking and/or cycling in Ucluelet.



5.0 SUMMARY DEVELOPMENT STATISTICS (MULTI-FAMILY RESIDENTIAL)

5.1 LOT REGULATIONS (CD-3A.2)

| | |
|----------------------|----------------------------------|
| Minimum Area | 4,856m ² (1.2 acres) |
| Actual Area | 11,180m ² (2.8 acres) |
| Lot Frontage Minimum | 23m (75ft) |
| Actual | 85m (279 ft) |

5.2 DENSITY (CD-3A.3)

| | |
|-------------------|---|
| Maximum | 20 dwellings per lot |
| Actual | 24 dwellings (lot to be subdivided or Text Amendment) |
| Maximum FAR | 0.70 |
| Actual | 0.28 |
| Max. Lot Coverage | 40% |
| Actual* | 19% |

*Includes 19 houses, 5 cottages, 2 bicycle storage, 24 carport/storage, common building/shop/kayaks.

5.3 GROSS FLOOR AREA (CD-3A.4)

| | |
|-----------------------|---|
| Principal Building | n/a |
| Accessory Building(s) | Maximum 300m ² (3,225ft ²) |
| Actual* | 190m ² (2,044ft ²) |

*Includes 2 bicycle lockers, common building/shop/kayaks.

5.4 MAXIMUM HEIGHT

| | |
|--------------------|----------------------------|
| Principal Building | 11m (36ft) or 3 storey |
| Actual (ridge) | 8.5m (28ft) - 2 storey max |

5.5 SETBACKS

| | |
|-----------|---|
| Front | |
| Principal | Required: 6m (20ft) Actual min.: 6m (20ft) |
| Accessory | Required: 7.5m (25ft) Actual min.: 7.5m (25ft) |
| Rear | |
| Principal | Required: 6m (20ft) Actual min.: 6m (20ft) |
| Accessory | Required: 5m (25ft) Actual min.: 5m (25ft) |

5.6 PARKING (ZONING BYLAW, PARAGRAPH 505)

1.5 space per dwelling unit = 36

1 visitor parking per 5 units = 5

Required and Actual = 41 with one (1) accessible

Separation of Parking Lot Use (and roadway) with landscaping (to Paragraph 603.1 Zoning Bylaw No. 1160, 2013) minimum 1.8m (6ft) and 1.2m (4ft) height.

5.7 OPEN/SHARED SPACE

Open space (courtyard and E/W front yards) is approximately 14%.

Private space (including building footprints, patio/garden, and narrow side access) is approximately 25.5%.

Shared space, driveways, roadway, community building, etc. is approximately 59.5%.

All recycling, garbage containers, etc. to have continuous landscaping to 1.8m (6ft) height and width minimum.



CONCEPTUAL SKETCHES



CONTACT:
DE HOOG & KIERULF ARCHITECTS

PETER DE HOOG
ARCHITECT, AIBC, MRAIC
PDH@DHK.CA

VICTORIA
977 FORT STREET V8V 3K3
T (250) 658.3367
F (250) 658.3397

NANAIMO
102-5190 DUBLIN WAY V9T 2K8
T (250) 585.5810

DISTRICT OF UCLUELET**Bylaw No. 1208, 2016**

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

WHEREAS Section 479 and other parts of the *Local Government Act* authorize zoning and other development regulations;

NOW THEREFORE the owner of P.I.D. 026-514-702, Lot: 2, Plan: VIP 80044, District: 09 (the "**Lands**"), generally as shown highlighted in black on the Schedule 'A' attached to and forming part of this bylaw, has applied to amend the District of Ucluelet Zoning Bylaw 1160, 2013 ("**Zoning Bylaw**") in order to remove the Multiple Family Residential use from the lands and define and add Pocket Neighbourhood Residential use as a permitted principle land use;

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

1. That the Zoning Bylaw is amended by adding the following definition to Section 103 – Definitions:

"Pocket Neighbourhood Residential" means a multiple family residential development in which four or more small *Single Family Dwellings* are grouped around a shared central common green space, connected by walkways, served by shared parking areas and includes a minimum useable outdoor recreation/ amenity space of 20 m² per bedroom:

2. The Zoning Bylaw is amend by adding "Pocket Neighbourhood Residential" to Section CD-3A.1.3 (1), along with consequential amendments, such that those subsections of the Zoning Bylaw read as follows:

CD-3A.1.3 The following use is permitted on Lot 2, Plan VIP80044, in the areas of the CD-3 Zone Plan labeled "Multiple Family", but secondary permitted uses are only permitted in conjunction with a principal permitted use:

- (1) Principal:
 - (a) Multiple Family Residential
 - (b) Pocket Neighbourhood Residential
- (2) Secondary:
 - (a) Home Occupation

3. Section CD-3A.2.1 of the Zoning Bylaw is amended adding a minimum lot size for Pocket Neighbourhood Residential such that the subsection reads as follows:

CD-3A.2.1 Minimum Lot Size:
 (1) Single Family Dwelling:

- (a) 645 m² (6,940 ft²) for 16 small lots.
 - (b) 1,450 m² (15,600 ft²) for maximum of 51 lots.
 - (2) Multiple Family Residential: 4,856 m² (1.2 acres)
 - (3) Mixed Commercial/Residential: 2,305 m² (24,800 ft²)
 - (4) Mixed Commercial/Resort Condo: 2,305 m² (24,800 ft²)
 - (5) Pocket Neighbourhood Residential: 4,856 m² (1.2 acres)
4. Section CD-3A.2.2 of the Zoning Bylaw is amended adding a minimum lot frontage for Pocket Neighbourhood Residential such that the subsection reads as follows:

CD-3A.2.2 Minimum Lot Frontage:

- (1) Single Family Dwelling: 18 m (60 ft)
 - (2) Duplex Dwelling: 18 m (60 ft)
 - (3) Multiple Family Residential: 23 m (75 ft)
 - (4) Pocket Neighbourhood Residential: 23 m (75 ft)
5. Section CD-3A.3.1 of the Zoning Bylaw is amended adding a maximum number of units for Pocket Neighbourhood Residential such that the subsection reads as follows:

CD-3A.3.1 Maximum Number:

- (1) Single Family Dwelling: 1 per lot
 - (2) Duplex Dwelling: 1 per lot
 - (3) Multiple Family Residential: 20 dwelling units per lot
 - (4) Dwelling Unit component of Mixed Commercial/Residential & Mixed Commercial /Resort Condo combined:
 - (a) 6 dwelling units on Lot 19, Plan VIP79602
 - (b) [Deleted by Zoning Amendment Bylaw No. 1188, 2016]
 - (c) 6 dwelling units on Lot 33, Plan VIP79602
 - (d) [Deleted by Zoning Amendment Bylaw No. 1180, 2015]
 - (5) Pocket Neighbourhood Residential: 30 dwelling units per lot
6. Section CD-3A.4.1 of the Zoning Bylaw is amended adding a maximum size (gross floor area) of the individual units for Pocket Neighbourhood Residential such that the subsection reads as follows:

CD-3A.4.1 Principal Building:

- (1) Mixed Commercial/Residential & Mixed Commercial/Resort Condo:
 - (a) 557.4 m² (6,000 ft²) gross floor area combined on Lot 19, Plan VIP79602;
 - (b) [Deleted by Zoning Amendment Bylaw No. 1188, 2016]
 - (c) 557.4 m² (6,000 ft²) gross floor area combined on Lot 33, Plan VIP79602;
 - (d) [Deleted by Zoning Amendment Bylaw No. 1180, 2015]
- (2) [Deleted by Zoning Amendment Bylaw No. 1208, 2016]

- (3) Pocket Neighbourhood Residential: 140 m² (1507 ft²) per individual dwelling unit.
- (4) All other uses: N/A

7. Section CD-3A.4.2 of the Zoning Bylaw is amended adding a maximum combined area of accessory buildings for Pocket Neighbourhood Residential such that the subsection reads as follows:

CD-3A.4.2 Accessory Buildings:

- (1) Single Family Dwelling: 60 m² (645 ft²) combined total per lot
- (2) Duplex Dwelling: 60 m² (645 ft²) combined total per lot
- (3) Multiple Family Residential: 300m² (3,225ft²) combined total per lot
- (4) [Deleted by Zoning Amendment Bylaw No. 1208, 2016]
- (5) Pocket Neighbourhood Residential: 300 m² (3,225 ft²) combined total per lot
- (6) All other uses: 80 m² (861 ft²) combined total per lot

8. Section CD-3A.5.1 of the Zoning Bylaw is amended adding a maximum principle building height for Pocket Neighbourhood Residential such that the subsection reads as follows:

CD-3A.5.1 Principal Buildings & Structures:

- (1) Single Family Dwelling: 9 m (30 ft) or 2 ½ storey
- (2) Duplex Dwelling: 9 m (30 ft) or 2 ½ storey
- (3) Multiple Family Residential: 11 m (36 ft) or 3 storey
- (4) [Deleted by Zoning Amendment Bylaw No. 1208, 2016]
- (5) Pocket Neighbourhood Residential: 8 m (26 ft) or 2 storey
- (6) All other uses: 10 m (33 ft)

9. Section CD-3A.6.1(4) of the Zoning Bylaw is amended adding Pocket Neighbourhood Residential to the Multiple Family Residential setback section such that the subsection reads as follows:

(4) Multiple Family Residential / Pocket Neighbourhood Residential:

- (i) Principal 6 m (20 ft) 6 m (20 ft) 6 m (20 ft) 6 m (20 ft)
- (ii) Accessory 7.5 m (25 ft) 5 m (16.5 ft) 5 m (16.5 ft) 5 m (16.5 ft)
- (iii) In addition, for principal building, 15 m (50 ft) minimum yard setback applies to all lot lines abutting Marine Drive.

10. This bylaw may be cited as "Zoning Amendment Bylaw No. 1208, 2016".

READ A FIRST TIME this day of , 2016.

READ A SECOND TIME this day of , 2016.

PUBLIC HEARING this day of , 2016.

READ A THIRD TIME this day of , 2016.

ADOPTED this day of , 2016.

CERTIFIED A TRUE AND CORRECT COPY of “District of Ucluelet Zoning Amendment Bylaw No. 1208, 2016.”

Mayor
Dianne St. Jacques

CAO
Andrew Yeates

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

CAO
Andrew Yeates

SCHEDULE 'A'
Bylaw No. 1208, 2016

