



**REGULAR MEETING OF COUNCIL**  
**Thursday, June 8, 2023 @ 4:00 PM**  
**Ucluelet Community Centre**  
**500 Matterson Drive, Ucluelet**

**AGENDA**

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1. CALL TO ORDER	
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1.2 NOTICE OF VIDEO RECORDING Audience members and delegates are advised that this proceeding is being video recorded and broadcast on YouTube and Zoom, which may store data on foreign servers.	
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13.4	Councillor Mark Maftei <i>Deputy Mayor, October 1 - December 31, 2023</i>	
13.5	Mayor Marilyn McEwen	
14.	QUESTION PERIOD	

15. CLOSED SESSION

15.1 Procedural Motion to Move In-Camera

*THAT the meeting be closed to the public in order to address agenda items under Section 90(1)(a), and (c) of the Community Charter:*

- personal information about an identifiable individual who is being considered for a position appointed by the municipality; and
- labour relations or other employee relations.

16. ADJOURNMENT

**DISTRICT OF UCLUELET**  
**MINUTES OF THE REGULAR COUNCIL MEETING**  
**HELD IN THE UCLUELET COMMUNITY CENTRE, 500 MATTERSON DRIVE**  
**Tuesday, May 9, 2023 at 4:00 PM**

Present:      **Chair:**            Mayor McEwen  
                   **Council:**        Councillors Anderson, Hoar, Kennington, and Mafei  
                   **Staff:**            Duane Lawrence, Chief Administrative Officer  
                                  Bruce Greig, Director of Community Planning  
                                  Abby Fortune, Director of Parks and Recreation  
                                  James MacIntosh, Director of Engineering Services  
                                  Joseph Rotenberg, Manager of Corporate Services  
                                  John Towgood, Municipal Planner  
                                  Monica Whitney-Brown, Planning Assistant

Regrets:

**1. CALL TO ORDER**

The meeting was called to order at 4:01 PM.

**1.1 ACKNOWLEDGEMENT OF THE YUULU?IŁ?ATH**

**Council acknowledged the Yuulu?ił?ath, on whose traditional territories the District of Ucluelet operates.**

**1.2 NOTICE OF VIDEO RECORDING**

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

**2. LATE ITEMS**

**2.1 1. April 25, 2023, Regular Council Minutes**

**2.2 2. Appendix A to Agenda Item 7.6 (Report No: 23-63)**

2023.2135.REGULAR    *It was moved and seconded **THAT** the May 9, 2023, Regular Council Meeting Agenda be amended by adding:*

- 1. late item "1. April 25, 2023, Regular Council Minutes", under item "4. Adoption of Minutes"; and,*
- 2. late item "2. Appendix A to Agenda Item 7.6 (Report No: 23-63)", as an appendix to the report under item 7.6 SD23-02 Strata Conversion of a Previously Occupied Building, 1015 Peninsula Road.*

CARRIED.

**3. APPROVAL OF THE AGENDA**

**3.1 May 9, 2023, Regular Council Meeting Agenda**

2023.2136.REGULAR *It was moved and seconded **THAT** the May 9, 2023, Regular Council Meeting Agenda be approved as amended.*

CARRIED.

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

##### 4.1 **April 25, 2023, Regular Minutes**

2023.2137.REGULAR *It was moved and seconded that the April 25, 2023, Regular Meeting Minutes be adopted as presented.*

CARRIED.

#### 5. **UNFINISHED BUSINESS**

There was no unfinished business.

#### 6. **BYLAWS**

##### 6.1 **Five-Year Financial Plan and Tax Rates Bylaws - Adoption Joseph Rotenberg, Manager of Corporate Services**

Mr. Rotenberg presented this report.

2023.2138.REGULAR *It was moved and seconded **THAT** Council adopt District of Ucluelet 2023 – 2027 Financial Plan Bylaw No. 1329, 2023.*

CARRIED.

2023.2139.REGULAR *It was moved and seconded **THAT** Council adopt District of Ucluelet Annual Tax Rates Bylaw No. 1330, 2023.*

CARRIED.

##### 6.2 **Rezoning Application 828 Odyssey Lane John Towgood, Municipal Planner**

This report was presented by Bruce Greig, Director of Community Planning. In addition to reviewing the report Mr. Greig noted that the applicant is seeking a zoning amendment to allow the secondary suite to be used as a staff accommodation for the guest house. This would allow the single family dwelling on the property to be used by the owner.

Mr. Greig responded to Council questions related to the the zoning requirement for a permanent present resident in the Guest House Zone. He clarified that the zoning does not require the resident to be the property or guest house business owner.

Council discussed the original intent of this zone. Council further discussed the overall value of this zoning to the community and the potential for income derived from boutique accommodations like the one at 828 Odyssey Lane to flow out of the community.

The Applicant, Rubin Dias, provided background information related to the construction of the suite, business operations, positive reviews, employees, his residency, employee residency at the property, the property's tax designation and tax liability. Mr. Dias advocated for Council to proceed with the zoning amendment as presented in the staff report.

Mr. Dias further noted that the property has received positive reviews and will draw visitors and influencers to the District of Ucluelet. In response to Council questions, Mr. Dias noted that the secondary suite would not be used if the zoning amendment was not adopted.

Mr. Greig responded to Council questions related to the lack of an amenity contribution offered with the rezoning application. Mr. Greig clarified that the proposed zoning amendment would create a staff housing unit and the guest suites are not permitted to be used as long-term residences.

Council discussed the proposed bylaw and alternative options outlined in the report. They:

- noted the Official Community Plan encourages the creation of Staff housing for commercial operations;
- raised concerns with rezoning properties to bring buildings into compliance after they are built; and
- questioned whether the rezoning would create additional staff housing.

Council made a motion to reject the application and discussed the following:

- the intention of Council when this zoning was adopted, which may have been to create a supplemental income source;
- the subject property is essentially a small hotel, which complies with the Guest House zoning and is a commercial enterprise;
- concerns with rezoning properties to bring buildings into compliance after they are built;
- the precedent this rezoning would set;
- potential for income derived from this commercial enterprise to flow out of the community;
- challenges with meeting the current and additional visitor demands;
- the hope that the residents of the single family dwelling on the property contribute directly to the community; and
- concerns with lands in Ucluelet becoming investment vehicles with limited community benefit.

- 2023.2140.REGULAR *It was moved and seconded **THAT** Council reject the application.*  
CARRIED.
- 2023.2141.REGULAR *It was moved and seconded **THAT** Council direct Staff to prepare a zoning amendment bylaw to reduce the commercial tourist accommodation accessory uses permitted in the Guest House zone to a level more appropriate for residential properties, for further discussion and consideration.*  
DEFEATED.
- 2023.2142.REGULAR *It was moved and seconded **THAT** Council direct Staff to provide a follow-up report on:*
- *allowed uses in the Guest House Zone;*
  - *allowed number of units; and*
  - *the residency requirement.*
- CARRIED.
- 2023.2143.REGULAR *It was moved and seconded **THAT** this meeting be recessed for five minutes.*  
CARRIED.
- The meeting was recessed at 4:57 PM and reconvened at 5:05 PM.

## 7. REPORTS

### 7.1 Parking Concerns at 1624 Bay Street *James MacIntosh, Director of Engineering Services*

Mr. MacIntosh presented this report and provided background on the resolution adopted on December 14, 2021, referenced in the report.

Council discussed potential alternate speed mitigation methods at the proposed crosswalk location.

- 2023.2144.REGULAR *It was moved and seconded **THAT** Council rescind the Council resolution adopted on December 14, 2021 “That Council direct staff to relocate the pedestrian pathway and cross walk currently located on the west side of Bay Street to the east side of Bay Street”.*  
CARRIED.
- 2023.2145.REGULAR *It was moved and seconded **THAT** Council authorize the installation of a speed-reducing raised crosswalk on Bay Street at the entrance of the Edna Bachelor Park.*  
CARRIED.

### 7.2 Sanitary Lift Station Bypass Contract *James MacIntosh, Director of Engineering Services*

Mr. MacIntosh presented this report and provided background on the District's sanitary lift stations and the state of the station on Victoria Road.

Mr. MacIntosh responded to Council questions related to:

- the steps required to bring the Victoria Road lift station back online;
- elements of the proposed bypass that could be repurposed in the future; and
- other lift stations in need of improvement.

2023.2146.REGULAR *It was moved and seconded **THAT** Council authorize the Mayor and Corporate Officer to execute a contract for \$156,809 plus G.S.T. between the District of Ucluelet and Ridgeline Mechanical Ltd. to complete the Victoria Road Lift Station bypass installation.*

CARRIED.

### 7.3 Responsible Conduct Policy

**Duane Lawrence, Chief Administrative Officer**

Mr. Lawrence presented this report and noted changes made to the Responsible Conduct Policy since it was last presented at a Committee-of-the-Whole Meeting.

2023.2147.REGULAR *It was moved and seconded **THAT** Council adopt the Responsible Conduct Policy (Policy No. 1-0530-1) as presented in Staff Report No. 23-64.*

CARRIED.

### 7.4 Food Bank on the Edge Support Request

**Duane Lawrence, Chief Administrative Officer**

Mr. Lawrence presented this report.

Council discussed the options presented in the report and concerns with providing funding to organizations upon request outside the budget process. Council noted the projects like this are of significant community benefit as they fill a critical need.

Mayco Noël, Food Bank on the Edge Society representative, requested that Council adopt a motion to expedite and prioritize the building permit review process for this project.

2023.2148.REGULAR *It was moved and seconded **THAT** Council authorize the development of a lease agreement for a portion of the lands commonly referred to as Tugwell Fields between the District of Ucluelet and the Food Bank on the Edge Society for the future location of the Food Bank building.*

CARRIED.

2023.2149.REGULAR *It was moved and seconded **THAT** Council authorize the allocation of \$150,000 to the Food Bank on the Edge Society for the Food Bank building project.*

CARRIED.

2023.2150.REGULAR *It was moved and seconded **THAT** Council direct staff to amend the 2023 to 2027 Five-Year Financial Plan to reflect an allocation of \$150,000 to the Food Bank on the Edge Society*

CARRIED.

## **7.5 Options for Mobile Vending Regulations** **Monica Whitney-Brown, Planning Assistant**

Ms. Whitney-Brown presented this report. She outlined challenges with the current licensing requirements for mobile vending.

In response to Council questions, Bruce Greig, Director of Community Planning, clarified that the proposed report, draft policies and bylaws would be presented in the fall or winter.

2023.2151.REGULAR *It was moved and seconded **THAT** Council direct staff to prioritize developing a Mobile Vending Policy and reviewing the zoning options for future mobile vending uses ahead of processing individual mobile vendor applications.*

CARRIED.

2023.2152.REGULAR *It was moved and seconded **THAT** Council direct staff to draft bylaw and policy changes for improving the regulation and permitting of mobile vendors in the District of Ucluelet, for discussion at a Committee-of-the-Whole meeting (in Fall of 2023 or later).*

CARRIED.

2023.2153.REGULAR *It was moved and seconded **THAT** Council direct staff to explore options for locating food trucks on public lands in Ucluelet for discussion at a Committee-of-the-Whole meeting (in Fall of 2023 or later).*

CARRIED.

## **7.6 SD 23-02 Strata Conversion of a Previously Occupied Building, 1015 Peninsula Road** **Monica Whitney-Brown, Planning Assistant**

Ms. Whitney-Brown presented this report.

The Applicant, Alex Paquin of 1015 Peninsula Road, advocated for the conversion.

2023.2154.REGULAR *It was moved and seconded **THAT** Council approve the strata conversion of the previously occupied office building located at 1015 Peninsula Road.*

CARRIED.

**8. NOTICE OF MOTION**

There were no notices of motion.

**9. CORRESPONDENCE**
**9.1 Village Green and Fraser Lane**  
*Patricia Sieber, Resident*

Duane Lawrence, Chief Administrative Officer, responded to Council questions related to the width of Imperial Lane in front of the Village Green. Each lane is three and a half meters wide, which meets the road specifications. Phase two of this project will be to connect the Village Green Park to the water front. This phase is unfunded and has not been discussed recently by Council. Mr. Lawrence also responded to Council questions related to truck traffic in the area.

**9.2 Simple Language Update to Boost Climate Awareness & Drive Immediate Action**  
*Edgar Dearden, GNAR Sustainable Home Design*
**10. INFORMATION ITEMS**
**10.1 Stronger BC: Future Ready Action Plan**  
*Honourable Selina Robison, Minister of Post-Secondary Education and Future Skills*
**10.2 Cathy Peters update - Child Sex Trafficking in BC and How to Stop it**  
*Cathy Peters, BC Anti Human Trafficking Educator, Speaker, advocate*
**10.3 2023 AVICC AGM & Convention Update - Resolutions Disposition Available**  
*Theresa Dennison, Association of Vancouver Island and Coastal Communities*
**11. MAYOR'S ANNOUNCEMENTS AND COUNCIL COMMITTEE REPORTS**
**11.1 Councillor Shawn Anderson**  
*Deputy Mayor, April 1 - June 30, 2023*
**11.2 Councillor Jennifer Hoar**  
*Deputy Mayor, January 1 - March 31, 2023*

Councillor Hoar noted the following upcoming events:

- May 13 - Ucluelet and Area Historical Society annual plant sale at the Ucluelet Recreation Hall; and,
- May 13 - Jennifer Clark's memorial service at the Ucluelet Community Centre.

**11.3 Councillor Ian Kennington**

***Deputy Mayor, July 1 - September 30, 2023***

**11.4 Councillor Mark Maffei**

***Deputy Mayor, October 1 - December 31, 2023***

**11.5 Mayor Marilyn McEwen**

Mayor McEwen attended the following events:

- April 26 - Tourism Ucluelet Board Meeting where Grants in Aid were awarded to the Pacific Rim Whale Festival Society, Redd Fish Restoration Society, and the Pacific Rim Trail Society. The Board also decided to fund a documentary about wolves on a nearby island.
- April 26 - Alberni-Clayoquot Regional District Board Meeting where the Ministry of Transportation and Infrastructure provided a presentation about the Kennedy Hill Safety Improvements construction project, the contract for construction of the Bike Path Connector project was awarded, and the South Longbeach OCP was adopted.
- April 27 - Met with representatives from Weyerhaeuser about the Forbes Road connector.
- April 27 - Met with representatives from the Yuułu?il?ath Government regarding future growth plans and associated water needs.
- May 2 and 3 - Attended the Alberni-Clayoquot Regional District Board strategic planning sessions.
- May 8 - Met with the Mayor of Rossland, Andy Morel, to discuss resort municipality issues.

The Mayor plans to attend the Barkley Community Forest and Alberni-Clayoquot Regional District Board meetings on May 10th.

**12. QUESTION PERIOD**

There were no questions,.

**13. CLOSED SESSION**

**13.1 Procedural Motion to Move In-Camera**

2023.2155.REGULAR *It was moved and seconded **THAT** the meeting be closed to the public in order to address agenda items under Section 90(1)(a) of the Community Charter related:*

- *personal information about an identifiable individual who is being considered for a position appointed by the municipality.*

**CARRIED.**

The meeting was closed to the public at 6:24 PM and returned to open session at 6:35 PM.

**14. ADJOURNMENT**

The meeting returned to open session and was adjourned at 6:35 PM.

**CERTIFIED CORRECT:** Minutes of the Regular Council Meeting held on Tuesday, May 9, 2023 at 4:00 pm in the Ucluelet Community Centre 500 Matterson Road, Ucluelet, BC.

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Duane Lawrence, Corporate Officer

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Marilyn McEwen, Mayor



**DISTRICT OF UCLUELET**  
**MINUTES OF THE SPECIAL COUNCIL MEETING**  
**HELD IN THE UCLUELET COMMUNITY CENTRE, 500 MATTERSON DRIVE**  
**Tuesday, May 16, 2023 at 5:00 PM**

Present:           **Chair:**           Mayor McEwen  
                          **Council:**       Councillors Anderson, Hoar, Kennington, and Maftai  
                          **Staff:**           Duane Lawrence, Chief Administrative Officer  
                                  Abby Fortune, Director of Parks and Recreation  
                                  Joseph Rotenberg, Manager of Corporate Services  
                                  John Towgood, Municipal Planner  
                                  Monica Whitney-Brown, Planning Assistant  
                                  Samantha McCullough, Executive Assistant

Regrets:

**1. CALL TO ORDER**

The meeting was called to order at 5:00 PM.

**1.1 ACKNOWLEDGEMENT OF THE YUULU?I?ATH**

**Council acknowledged the Yuulu?i?ath, on whose traditional territories the District of Ucluelet operates.**

**1.2 NOTICE OF VIDEO RECORDING**

**Audience members and delegates were advised that the proceeding was being video recorded and broadcast on YouTube on Zoom.**

**2. LATE ITEMS**

**2.1 1.1 Applicant Letter (1341 Eber Road - TUP23-08)**

**2.2 1.2. Public Input - TUP23-04 (250 Main Street)**

**2.3 1.3. Public Input - TUP22-10 (1295 Eber Road)**

2023.2032.SPECIAL *It was moved and seconded **THAT** the May 16, 2023, Special Council Meeting Agenda be amended by adding:*

- 1. late item "1.1. Applicant Letter (1341 Eber Road – TUP23-08)" to report item "6.2. Temporary Use Permit 23-08 (1341 Eber Road) - Application Number: 23-08";*
- 2. late item "1.2. Public Input - TUP23-04 (250 Main Street)" to report item "6.5. Temporary Use Permit 23-04 (250 Main Street) - Application Number: TUP23-04"; and*
- 3. late item "1.3. Public Input - TUP22-10 (1295 Eber Road)" to report item "6.3. Temporary Use Permit 22-10 (1295 Eber Road) - Application Number: TUP 22-10".*

CARRIED.

### 3. APPROVAL OF AGENDA

#### 3.1 May 16, 2023, Special Meeting Agenda

2023.2033.SPECIAL *It was moved and seconded **THAT** the May 16, 2023, Special Meeting Agenda be approved as amended.*

CARRIED.

### 4. PUBLIC HEARINGS

The Mayor outlined the rules for the public hearings. The clerk outlined the modes for applicants and the public to participate in the hearings.

#### 4.1 District of Ucluelet Zoning Amendment Bylaw No. 1327, 2023 (2108 Peninsula Road) - Application Number: RZ22-08

This public hearing was openat 5:08 PM.

##### 4.1.1 Proposed Bylaw & Background Information

The Planning Assistant, Monica Whitney-Brown, provided an overview of the subject bylaw in general terms.

##### 4.1.2 Related Written Correspondence Received During Notice Period

There was no related correspondence.

##### 4.1.3 Applicant Presentation

The applicant was available to answer questions but did not present.

##### 4.1.4 Public Input

The Mayor called for public input. There was no public input.

The public hearing was closed at 5:12 PM.

#### 4.2 District of Ucluelet Zoning Amendment Bylaw No 1326, 2023 (Minor Amendments) - Application Number: RZ23-03

Councillor Kennington declared a conflict of interest as he was the consultant on a development permit which would benefit from the rezoning related to the proposed daycare use in the subject bylaw. He recused himself and left the meeting at 5:13 PM.

The public hearing was opened at 5:13 PM.

##### 4.2.1 Proposed Bylaw & Background Information

The Municipal Planner, John Towgood, provided an overview of the subject bylaw in general terms.

#### **4.2.2 Related Written Correspondence Received During Notice Period**

There was no related correspondence.

#### **4.2.3 Public Input**

The Mayor called for public input. There was no public input.

The public hearing closed at 5:17 PM.

### **4.3 District of Ucluelet Zoning Amendment Bylaw No. 1328, 2023 (1633 Holly Crescent) - Application Number RZ23-02**

Councillor Kennington was recused for this public hearing.

The public hearing opened at 5:18 PM.

#### **4.3.1 Proposed Bylaw & Background Information**

The Planning Assistant, Monica Whitney-Brown, provided an overview of the subject bylaw in general terms.

#### **4.3.2 Related Written Correspondence Received During Notice Period**

There was no related correspondence.

#### **4.3.3 Applicant Presentation**

The Applicant, Vaida Siga, noted that the proposed bylaw would rezone the property to duplex which is the zoning the property had when she purchased it.

#### **4.3.4 Public Input**

The Mayor called for public input. There was no public input.

The public hearing closed at 5:23 PM.

## **5. BYLAWS**

### **5.1 District of Ucluelet Zoning Amendment Bylaw No. 1328, 2023 (1633 Holly Crescent) Monica Whitney-Brown, Planning Assistant**

Councillor Kennington was recused for this bylaw item.

Ms. Whitney-Brown presented this report.

2023.2034.SPECIAL *It was moved and seconded **THAT** Council give third reading to District of Ucluelet Zoning Amendment Bylaw No. 1328, 2023.*

CARRIED.

2023.2035.SPECIAL *It was moved and seconded **THAT** Council adopt District of Ucluelet Zoning Amendment Bylaw No. 1328, 2023.*

CARRIED.

**5.2 District of Ucluelet Zoning Amendment Bylaw No. 1326, 2023 (Minor Amendments) - Addition of Daycare Centre use to the CS-2 Zone and a Cleanup of Section 403**  
***Bruce Greig, Director of Community Planning***

Councillor Kennington was recused for this bylaw item.

John Towgood, Municipal Planner, presented this report. Council noted the need to expand the zones which allow for the daycare use.

2023.2036.SPECIAL *It was moved and seconded **THAT** Council give third reading to District of Ucluelet Zoning Amendment Bylaw No. 1326, 2023.*

CARRIED.

2023.2037.SPECIAL *It was moved and seconded **THAT** Council adopt District of Ucluelet Zoning Amendment Bylaw No. 1326, 2023.*

CARRIED.

**5.3 District of Ucluelet Zoning Amendment Bylaw No. 1327, 2023 (2108 Peninsula Road)**  
***Monica Whitney-Brown, Planning Assistant***

Councillor Kennington returned to the meeting at 5:29 PM after item 5.2 concluded.

Ms. Whitney-Brown presented this report.

2023.2038.SPECIAL *It was moved and seconded **THAT** Council give third reading to District of Ucluelet Zoning Amendment Bylaw No. 1327, 2023.*

CARRIED.

2023.2039.SPECIAL *It was moved and seconded **THAT** Council adopt District of Ucluelet Zoning Amendment Bylaw No. 1327, 2023.*

CARRIED.

**6. REPORTS**

**6.1 Temporary Use Permit 23-07 (1633 Holly Crescent) - Application Number: TUP23-07**  
***Monica Whitney-Brown, Planning Assistant***

Councillor Kennington declared a conflict of interest because he was involved in the design of the proposed improvements to the subject building. He recused himself and left the meeting at 5:32 PM.

Ms. Whitney-Brown presented this report.

The applicant, Vaida Siga, outlined sacrifices she made to purchase the property, her plans to reside in the property as she ages, her experience operating a short-term rental and that the person responsible for short-term rental units should live on site or nearby.

The Mayor called for public input. There was no public input other than the input in opposition to the permit published in the agenda.

2023.2040.SPECIAL *It as moved and seconded **THAT** Council authorize the Director of Community Planning to execute and issue Temporary Use Permit 23-07 to allow the applicant to operate a Vacation Rental use in the secondary suite of a duplex unit at 1633 Holly Crescent for a period of three years.*

CARRIED.

**6.2 Temporary Use Permit 23-08 (1341 Eber Road) - Application  
Number: 23-08  
Bruce Greig, Director of Community Planning**

Councillor Kennington returned to the meeting at 5:37 PM after report item 6.1 concluded.

The Municipal Planner, John Towgood, presented this report.

The Mayor called for public input. There was no public input other than the applicant's submissions which were presented in the amended agenda.

2023.2041.SPECIAL *It was moved and seconded **THAT** Council authorize the Director of Community Planning to execute and issue Temporary Use Permit 23-08 to allow fish processing and sales in a proposed new 84m2 building on the Neptune Ice wharf at 1341 Eber Road for a period of three years.*

CARRIED.

**6.3 Temporary Use Permit 22-10 (1295 Eber Road) - Application  
Number: TUP 22-10  
Monica Whitney-Brown, Planning Assistant**

Ms. Whitney-Brown presented this report.

In response to Council questions, Ms. Whitney-Brown distinguished the Vacation Rental Use the proposed Temporary Use Permit would allow from the Bed and Breakfast Use allowed in the R1 Zone.

The applicant, Robyn Van Gyn, resident, noted income from the proposed Vacation Rental would be used to complete property upgrades. She also noted her living spaces close proximity to the Vacation Rental unit, the diverse housing options provided by the property, and the flexibility that the proposed Temporary Use Permit offers.

The Mayor called for public input. There was no public input other than the input in opposition to the Temporary Use Permit presented in the agenda as amended.

2023.2042.SPECIAL *It was moved and seconded **THAT** Council authorize the Director of Community Planning to execute and issue Temporary Use Permit 22-10 to allow the applicant to operate a Vacation Rental use in the secondary suite of the single-family dwelling at 1295 Eber Road for a period of three years, and administer this use from a lawful non-conforming duplex located on the same property.*

CARRIED.

**6.4 Temporary Use Permit 23-01 (1970 Harbour Crescent) - Application Number: TUP23-01**  
**Monica Whitney-Brown, Planning Assistant**

Ms. Whitney-Brown presented this report.

In response to Council questions, Ms. Whitney-Brown clarified that an employee would be allowed to live in a recreation vehicle on site for no longer than six months less a day.

The applicant's representative, Christian Sampson (Workforce Coordinator), noted that he is a resident of Ucluelet, can respond to nuisance complaints as needed and an on-site manager is available to respond to issues as they arise. Contact information for Mr. Sampson and the on-site manager has been provided to the District. Mr. Sampson noted that half of the recreation vehicles on site are owned by the applicant and half are owned by employees. He also described the applicant's long-term plan for addressing their staff housing issue.

The Mayor called for public input.

- Andrew Hanson, a local business owner, spoke in support of the Temporary Use Permit. He noted that he rents staff

accommodation to the applicant and has had no issues since Mr. Sampson became the applicant's Workforce Coordinator.

Council discussed workforce housing challenges and positively noted the applicant's long-term plan to address the issue.

2023.2043.SPECIAL *It was moved and seconded:*

- **THAT** Council authorize the Director of Community Planning to execute and issue Temporary Use Permit 23-01 to allow a maximum of 18 Recreational Vehicle units to be used as seasonal employee accommodation on the property at 1970 Harbour Crescent; and further,
- **THAT** Council direct staff to advise Ucluelet Harbour Seafoods of Council's desire to see a long-term solution to their worker housing challenges rather than issuing temporary use permits on an ongoing basis.

CARRIED.

**6.5 Temporary Use Permit 23-04 (250 Main Street) - Application  
Number: TUP23-04  
Monica Whitney-Brown, Planning Assistant**

Ms. Whitney-Brown presented this report.

In response to Council questions, Ms. Whitney-Brown clarified that the Yuułu?it?ath Government had not been directly notified of the proposed Temporary Use Permit.

The applicant, Andrew Hanson, provided information about Provincial enforcement mechanisms related to Cannabis Sales, and noted the temporary nature of permit allows for a period to test the suitability of the location.

The Mayor called for public input:

- Zane Nilson, resident and local business owner, spoke in support of the application. He noted that the business would be positive addition to the downtown community, the applicant is a local business leader, and recreational cannabis can be purchased in Tofino.
- Jenny Sheline, resident, spoke in support of the application. She noted the applicant's location in Port Alberni offers excellent service and the applicant is a responsible business person.
- Dorothy McKee, resident and long-time employee of the applicant, spoke in support of the application. Ms. McKee outlined

the Federal and Provincial tools used to regulate cannabis sales and outlined the training provided by the employer related to employee due diligence and duty of care. She also noted that the applicant is an excellent employer that houses many local workers.

- Tod Henry, resident and employee of the applicant, spoke in support of the application. He noted that there is already a delivery service operating in Ucluelet and there is need for a local retail cannabis store.
- Shelly Fader, resident and local business owner, spoke in support of the application.
- Elyse Eyford, resident, spoke in support of the application. She provided Council with an advertisement for a local delivery of unregulated cannabis products posted in several locations in Ucluelet.
- Rhonda Innis, resident and employee of the applicant, spoke in support of the application. She noted that the applicant is a good employer, responsible business man and will offer a variety of useful cannabis products.
- Kim Foster, resident, spoke in support of the application. She noted that the applicant is a good employer, stringent requirement that regulate the sale of controlled substances, demand for a local cannabis retail store, and the temporary nature of the permit allows time to test whether 250 Main Street is the right location.

The Clerk read two unpublished emails in support of the Temporary Use Permit. There was also a late item that was added to the agenda which opposed the permit.

After moving the recommended motion Council discussed the Temporary Use Permit. At the request of Council Mr. Hansen provided reasons for selecting 250 Main Street for Cannabis Sales. Council discussed the Temporary Use Permit and noted:

- concerns with the Yuułu?ił?atł Government not being notified of this permit application;
- local illegal cannabis sales in the community which provide unregulated product which may be available to youth;
- the applicant's experience in the sale of controlled substances;
- the temporary nature of the proposed permit allows for the use and location to be tested for a limited duration;
- concerns with where visitors to the community will smoke cannabis purchased at the shop;
- bylaw enforcement issues associated with the District's smoking bylaws; and

- the shop's proximity to the Village Green and other assets used be youth.

2023.2044.SPECIAL *It was moved and seconded **THAT** Council direct Staff to authorize the Director of Community Planning to execute and issue Temporary Use Permit 23-04 to allow a cannabis sales use at 250 Main Street for a period of three years.*

CARRIED.

## 7. **ADJOURNMENT**

The meeting was adjourned at 6:37 PM.

**CERTIFIED CORRECT:** Minutes of the Special Council Meeting held on Tuesday, May 16, 2023 at 5:00 pm in the Ucluelet Community Centre, 500 Matterson Road, Ucluelet, BC.

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Duane Lawrence, Corporate Officer

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Marilyn McEwen, Mayor





## DISTRICT OF UCLUELET

### Request to Appear as a Delegation

All delegations requesting permission to appear before Council are required to submit a written request or complete this form and submit all information or documentation by 12:00 p.m. five clear days before a Council Meeting. Applicants should include the topic of discussion and outline the action they wish Council to undertake.

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

Please arrive 10 minutes early and be prepared for the Council meeting. The Mayor (or Acting Mayor) is the chairperson and all comments are to be directed to the chairperson. It is important to address the chairperson as Your Worship or Mayor Noël.

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

Requested Council Meeting Date: January 2023 Council Meeting

Organization Name: Surfrider Pacific Rim

Name of person(s) to make presentation: Laurie Hannah & Amorita Adair

Topic: Take Back The Tap Campaign

Purpose of Presentation:

Information only

Requesting a letter of support

Other (provide details below)

Please describe:

We have been working with local businesses over the past two years to gain compliance in eliminating 1 L and under plastic water bottles from their inventory. Of the almost 100 local businesses between Tofino and Ucluelet we have 80% business compliance and would like to discuss options with the District of Ucluelet of what that would look like for amending the existing SUP bylaw or if a new bylaw would need to be created.

Contact person (if different from above): Laurie Hannah

Telephone Number and Email: [REDACTED] chaptercoordinator@pacifirrim.surfrider.org

Will you be providing supporting documentation?  Yes  No

If yes, what are you providing?

Handout(s)

PowerPoint Presentation

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

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





## REPORT TO COMMITTEE OF THE WHOLE

Committee Meeting: **June 8, 2023**

500 Matterson Drive, Ucluelet, BC V0R 3A0

**FROM:** BRUCE GREIG, DIRECTOR OF COMMUNITY PLANNING

**FILE NO:** 6480-20-OCF

**SUBJECT: GROWTH ANALYSIS & OPTIONS (REVISITED)**

**REPORT NO:** 23-88

**ATTACHMENT(S):** APPENDIX A – CURRENT OCP SCHEDULE ‘A’, MAP 9 & POLICY EXCERPTS  
APPENDIX B – GROWTH ANALYSIS REPORT NOVEMBER 23, 2021

### SUMMARY OF DESIRED OUTCOME

That the Committee of the Whole use this opportunity to explore questions, and provide Staff with direction regarding a preferred approach to development and community growth, to inform the focus of current work plans and priority projects.

### BACKGROUND

In October of 2021, Council asked staff to provide an analysis of growth options informed by the *2021 West Coast Land Use Demand Study* in the context of the draft Official Community Plan (OCP) bylaw, and sought community feedback at a Committee-of-the-Whole meeting held November 23, 2021.

The growth analysis presented four development scenarios (see **Appendix “B”**), illustrating the possible outcomes of different policy directions. Notes and assumptions used in the analysis were provided in the report.

Following that discussion, Council directed that the draft OCP be amended to incorporate a “low-ish” growth scenario. This is reflected in the Schedule “A” Long-Range Land Use Plan in the adopted OCP bylaw, and is also referenced in Map 9 and the policy discussion on regional context (see bylaw excerpts in **Appendix “A”** for reference).

	2050 permanent population	annual growth rate over 30 yrs	Housing: Tourist ratio	new serviced land area (hectares)	new infrastructure costs	policy changes
buildout existing	2250	0.4%	46:54	8	\$12 million	limited expansion of services
low growth	2400	0.7%	60:40	26	\$24 million	* limit development of new tourist accommodation
						* focus on development of new residential supply on limited lands
<b>low(ish) growth</b>	<b>2600</b>	<b>1%</b>	<b>60:40</b>	<b>26</b>		<b>* modest development of new tourist accommodation</b> <b>* priority on developing new housing to suit residents</b> <b>* designate areas outside plan for potential future development</b>
medium growth	3100	1.8%	60:40	34	\$35 million	* expediate development of the right kinds of new residential units
						* incentives for non-market housing
high growth	4900	5%	60:40	88	\$78 million	none: carry on expanding within municipal boundaries

During its 2023 strategic planning discussions, Council indicated interest in revisiting the discussion of growth, the balance between community housing and tourist accommodation, and the potential impact of different choices facing the community.

## **DISCUSSION**

Housing continues to be a key issue for the community. New initiatives and potential funding at the federal and provincial level, and potential legislative changes by the Province, make a discussion of growth and housing very timely.

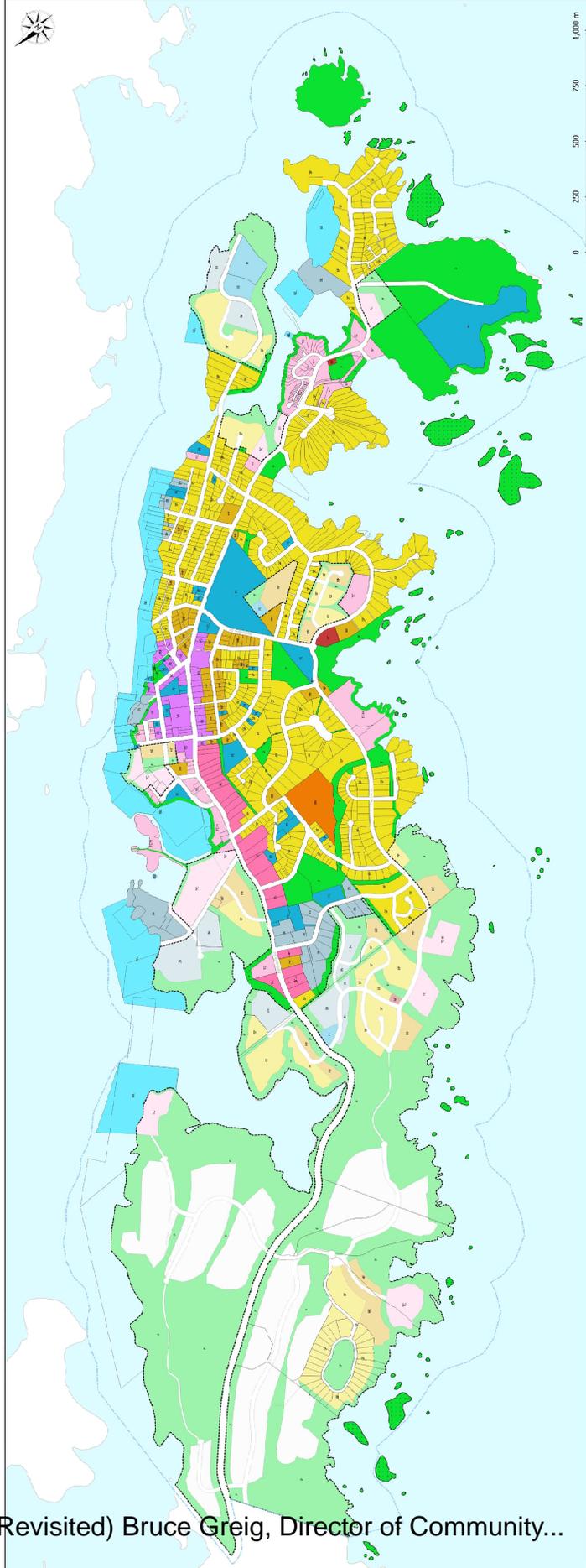
Staff will present an overview of the findings of the growth analysis, for discussion. The November 2021 analysis was completed recently enough to still be applicable to the current situation in Ucluelet. The subsequent availability of the 2021 federal census data confirms the numbers on which the analysis was based. Staff will also present a brief snapshot updating where Ucluelet is at currently.

This is an opportunity for Council to discuss and question staff on current policy, projects and potential future directions. Decisions on the amount and types of new housing units built in the community over the coming years will be affected by the regulations and policy framework adopted by the District. Housing is a critical issue on the west coast; there is a latent unmet demand for housing to serve the population in the region - particularly rental and more affordable forms of housing. Yet adding new housing adds to growth, and unavoidably adds to impacts on the natural environment and municipal infrastructure. The balance affects community character, liveability and viability. An informed discussion of the options is a starting point to striking the right balance.

## **KEY QUESTIONS**

1. Do current OCP growth policies adequately aim at the right balance between housing and tourist accommodation?
2. Does Council wish to pursue the CMHC HAF program funding as an effort to catch up on the supply of community housing?
3. Does Council support a “bubble” of accelerated housing development, provided the primary focus is on affordable and attainable housing?

**Respectfully submitted:** Bruce Greig, Director of Community Planning  
Duane Lawrence, Chief Administrative Officer



**Official Community Plan**

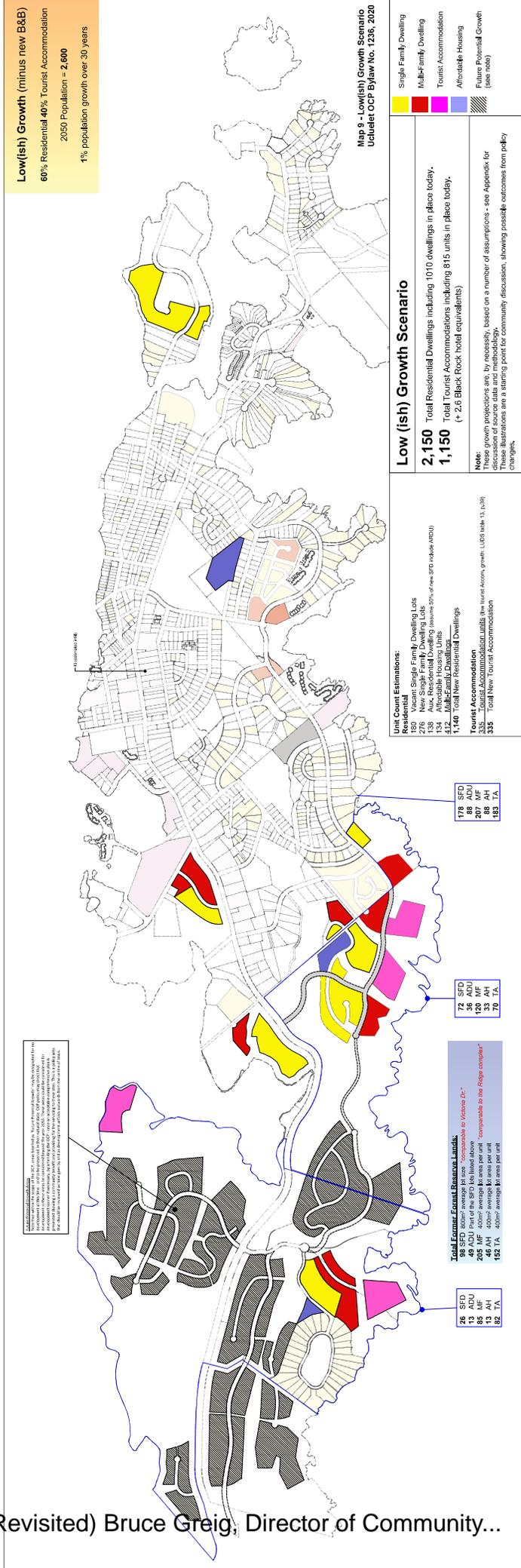
**SCHEDULE 'A'**  
**Long-Range Land Use Plan**

- SF - Single Family Residential
- RH - Multi-Family Residential
- MS - Village Square Commercial
- NC - Neighbourhood Commercial
- SC - Service Commercial
- TC - Tourist Commercial/Residential
- TR - Industrial
- PT - Institutional
- P - Parks & Open Space
- WL - Marine Tenure
- Areas for Future Comprehensive Planning
- Areas of potential future growth
- District Boundary

Date: May 18, 2022

This map was prepared for the use of the District of Ucluelet only. It is not intended to be used for any other purpose. The District of Ucluelet is not responsible for any errors or omissions that may appear in this map. The information is provided for general information only. Accuracy cannot be guaranteed.





process, timing and prioritization of this work will be the subject of strategic planning by Council and annual budget decisions.

## Regional Context

The Alberni Clayoquot Regional District has not adopted a Regional Growth Strategy. A Regional Context Statement is therefore not required as part of the municipal OCP. Nevertheless, the municipality is fortunate to have a history of strong working relationships with nearby jurisdictions and will benefit from even greater cooperation in the future. Developing a local Regional Context Statement would provide an opportunity for continued dialogue and a clear statement of expectations among neighbours.

The west coast has experienced rapid visitor growth and change in recent years. Acknowledging that the entire west coast sub-region overlaps the traditional territories of Nuu-Chah-Nulth peoples and nations, a co-developed regional strategy for sustainable development will include consideration of:

- environmental resilience and diversity
- social and cultural resilience for both indigenous and non-indigenous members of the community
- carrying capacity
- equity and opportunities for the economic development aspirations of both indigenous and non-indigenous communities

This may mean throttling back on the amount, and/or adjusting the types, of development within the municipal boundaries of Ucluelet and Tofino. At the same time the benefits of keeping towns compact can include reduced impact on the environment,

efficient service delivery, and achieving the “critical mass” that can increase community energy, interactions and character. Developing a strategy to meet the needs of the environment and the aspirations of all communities will be a balancing act.

This OCP incorporates, as a starting point, plans and policies directing a slower, lower approach to growth and development - appropriate to the current context in the west coast region. Map 9 shows the “Low(ish) Growth Scenario” analysis which informed the plan.

**Objective 6C** Consider municipal matters in the context of the whole west coast subregion and be a good neighbour to the communities of Tofino, First Nations, the Pacific Rim National Park Reserve and ACRD Electoral Area “C”.

**Policy 6.2** In consultation with neighbouring jurisdictions, develop and adopt a Regional Context Statement for Ucluelet to further define the long-term role of the community within the west coast subregion.

**Policy 6.3** In partnership with all neighbouring jurisdictions, develop a regional strategy for sustainable development of the west coast to meet the needs of the community and protect the ecology of this special place.

**Policy 6.4** Call on the ACRD to implement the policies of the adopted South Long Beach (Area C) Official Community Plan Bylaw No. P1166, 2007, to maintain the environmental values and rural character expressed in the plan.

**Policy 6.5** Explore with the ACRD options for expanded services for the west coast including the role of regional planning and regional parks to meet the needs of local communities and visitors.





## REPORT TO COMMITTEE OF THE WHOLE

Committee Meeting: **November 23, 2021**  
500 Matterson Drive, Ucluelet, BC V0R 3A0

**FROM:** BRUCE GREIG, DIRECTOR OF COMMUNITY PLANNING

**FILE NO:** 6480-20-OCP

**SUBJECT: OFFICIAL COMMUNITY PLAN (OCP) GROWTH ANALYSIS**

**REPORT NO:** 21- 172

**ATTACHMENT(S):** APPENDIX A – GROWTH SCENARIOS  
APPENDIX B – NOTES AND ASSUMPTIONS  
APPENDIX C – CURRENT DRAFT OCP SCHEDULE ‘A’ & SECTION 3 HOUSING  
POLICY EXCERPTS

### SUMMARY OF DESIRED OUTCOME

That the Committee of the Whole provide Staff with direction regarding a preferred approach to development and community growth, to inform edits to the draft Official Community Plan maps and policies.

### BACKGROUND

At its October 12, 2021, meeting Council passed the following:

1. **THAT** staff be directed to provide an analysis of growth options informed by the *2021 West Coast Land Use Demand Study* in the context of the draft OCP; and,
2. **THAT** the draft OCP (along with the growth options) be presented for community feedback at a Committee-of-the-Whole meeting.

The attached analysis presents four development scenarios (see **Appendix “A”**), which illustrate the possible outcomes of different policy directions. Notes and assumptions used in the analysis are attached in **Appendix “B”**.

### DISCUSSION

Key takeaways from the analysis:

- **the major share of new housing units needs to be attainable by Ucluelet residents**, creating portions of housing supply that are suitable to all income levels, to meet the latent need for adequate housing in the community. Over time this will require development of new housing including elements such as:
  - rental units;
  - more units made affordable by size and/or type;
  - mechanisms to make new housing stock available to residents first, for an initial period of time; and,
  - various forms of non-market housing.

(Note the last two would require the involvement of a housing authority or similar agency with capacity to oversee and manage these types of programs.)

- **in all scenarios, limiting *Bed & Breakfast* as an accessory use will be necessary in residential zones;**
- **adding more tourist accommodation will exacerbate the current housing challenges.** There are benefits (and expectations among landowners) for some expansion of tourist accommodation uses; this will need to be counterbalanced, however, with additional housing supply.

Note that just building more housing supply will not, in itself, improve the housing situation; as identified in the *2021 West Coast Land Use Demand Study*, the demand for second homes and investment properties tied to short-term vacation rentals could absorb more supply than Ucluelet can provide - in any development scenario. Therefore, as identified in the *2021 West Coast Housing Needs Assessment*, as we go forward it will be necessary to develop a significant portion of non-market housing.

### **Low Growth:**

Reasons to recommend a low-growth approach include minimizing infrastructure expansion, reducing impact on the land base within the municipal boundaries, and lower local carbon emissions. In this scenario it would be a challenge, however, to achieve a balance of adequate and appropriate long-term housing in the face of competing demand for investment properties and tourism accommodation. This would take some heavy changes in land use policy and rethinking the zoning designation of both existing and future properties.

### **Medium Growth:**

A major reason to recommend a medium-growth approach is the greater ability to leverage new development to create additional housing. This would tend to require more land and infrastructure, compared to a low-growth scenario, and with more new construction comes increased local carbon emissions. Achieving a balance of adequate and appropriate long-term housing with some expansion of tourism accommodation uses would require policy changes, and a continued focus to ensure that each new development provides a net balance of community benefit.

### **Buildout of Existing, or High Growth:**

Staff consider that neither the “buildout of existing” nor the “high-growth” scenarios likely match the community’s expectations. Just building out the existing serviced lands under current zoning would make it difficult to meet the community’s housing needs and/or provide a better balance between housing and tourist accommodation. Conversely, the high growth scenario would lead to greatly expanded infrastructure requirements and represents a pace of development that could be likened to a 30-year boom - more than doubling the town’s residents and visitors. Under the high growth path, it could prove a challenge to keep up with infrastructure and service expansion, while also accounting for the environmental impacts of significant construction activity.

At this point in time, it appears unnecessary to designate a land base in the OCP to facilitate a high growth scenario over the next 30 years. Staff recommend that a medium growth scenario still represents significant development opportunity - with opportunities to improve the balance of housing in the community over the coming years – while allowing for the paced expansion of infrastructure. Ultimately, this is a matter for Council to decide, with informed public input providing a basis for policy decisions within the OCP.

	2050 permanent population	Housing: Tourist ratio	new serviced land area (hectares)	new infrastructure costs	policy changes
buildout existing	2250	46:54	8	\$12 million	limit expansion of services
low growth	2400	60:40	26	\$24 million	* limit development of new tourist accommodation * focus on development of new residential supply on limited lands
medium growth	3100	60:40	34	\$35 million	* expediate development of the right kinds of new residential units * incentives for non-market housing
high growth	4900	60:40	88	\$78 million	none: carry on expanding within municipal boundaries

### **The function of Land Use Plan Schedule “A”:**

- sets the expectation for future re-zonings and developments;
- once adopted, becomes the roadmap for infrastructure planning (and financing);
- should reflect where the community is at today – but looking forward 30 years;
- will provide a starting point for regional discussions on how the west coast is going to sustain our community - and the role of growth & development in that future;
- the OCP and its Schedule “A” can and should be revisited and updated as time goes by.

In the low- and medium-growth scenarios, some areas of land that are currently earmarked for development in the current draft Schedule “A” would be left undeveloped. Such areas could be designated for future potential growth, either beyond the timeframe of the OCP or at a point when the District amends the OCP in response to a comprehensive plan (covering servicing, traffic, archaeological and environmental impacts, etc.) of portions of those lands.

The current draft Schedule “A” Long-Range Land Use Plan and housing policy excerpts on Housing are included in **Appendix “C”**.

### **KEY QUESTIONS**

After the community discussion, Staff suggest that Council discuss and provide direction on the draft Official Community Plan Bylaw No. 1236, 2020, in particular:

1. Does Council support changing the draft Long-Range Land Use Plan - Schedule “A” to reflect a pattern of development consistent with the medium growth scenario explored in this exercise?
2. Does Council support amending the residential housing policies in Part 3 of the draft OCP, by:
  - a. adding to draft policy 3.134, “As a starting point, target a minimum of 75% of housing in new developments to be attainable by Ucluelet resident households.”
3. Does Council wish to see any additional amendments to the draft OCP?

Alternatively, Council could indicate a preference for endorsing a different growth scenario in the OCP Long-Range Land Use Plan, or confirm that the draft OCP is ready to proceed without further changes.

In either case, Council could direct staff to bring the draft OCP Bylaw No. 1236 back at an upcoming regular meeting for consideration of 2<sup>nd</sup> reading and referral to a public hearing.

**Respectfully submitted:** Bruce Greig, Director of Community Planning  
Duane Lawrence, Chief Administrative Officer

# Ucluelet in 2050: analysis of possible Growth scenarios.

- *What is this?*

In October, Council asked District staff to provide an analysis of how development might unfold in Ucluelet over the next 30 years, based on low, medium and high growth forecasts provided in the *2021 West Coast Land Use Demand Study* and other relevant sources. This is intended to inform community discussion on the draft Official Community Plan (OCP) bylaw.

- *Why now?*

Ucluelet residents will recognize that the past couple of years have felt different, and not just because of the pandemic. The town is experiencing a boom in real-estate prices and building activity, driven by a number of factors. It is no secret that there is a shortage of housing available for residents at all price points, making secure affordable housing a real challenge for many households.

As Council is considering next steps to develop and adopt an updated Official Community Plan, it is timely to take a look at different possible scenarios for how the town might grow and evolve over the coming decades. This information **and the public feedback you provide** will help inform Council's decisions on what the community's plan should include.

- *What does this mean?*

Each scenario has different implications for the balance of jobs and housing. The pattern of development we pursue – the location, intensity and types of new construction – can affect both existing and future municipal infrastructure (and the associated costs). Whether the housing situation improves or worsens over time will depend on the amount and types of housing that get built in town. The Official Community Plan bylaw includes a Long-Range Land Use Plan (a.k.a. Schedule “A”) which shows the locations of broad land use designations across the whole municipality, with a view to 2050 and beyond. This, and the more detailed zoning designations and regulations in the Zoning bylaw, are key tools that Ucluelet’s elected Council can adopt to directly influence what gets built and where.

- *What should I be looking for?*

The following panels present background information and scenarios illustrating a buildout of existing, low-growth, medium-growth and high-growth patterns of development – all meant to show how different policy choices may play out. These are meant to prompt community discussion about possibilities and preferences.

These are not 100% guaranteed accurate visions of the future; these are possible patterns that might unfold, based on a number of assumptions. We have tried to capture and explain all the assumptions that are behind our work. An appendix of notes and assumptions accompanies these drawings – you are welcome to dive into the details!

- *Where do we go from here?*

First, please take some time to explore the scenarios shown on these panels. There isn't one right answer, rather there are pros and cons for each scenario. Each possible path may lead the community to a different place. Ask yourself what you want Ucluelet to look and feel like in 30 years.

Council is looking for your feedback. A special Committee-of-the-Whole meeting is scheduled for **Tuesday, November 23<sup>rd</sup> at 5:30pm** to discuss all this information. The meeting is a chance to hear more, ask questions and provide your thoughts to Council: either in writing (ahead of time), in person, via Zoom or phone call.

Your input will help Council gauge the community's preferences, and inform decisions on where we go from here. Council will be providing direction in the coming weeks on whether we should adjust the draft Official Community Plan to better reflect the community's expectations for the future of our growing town.

Have comments? Send them to [communityinput@ucluelet.ca](mailto:communityinput@ucluelet.ca)

Questions? Call the Community Planning department at 250-726-7744.

Thank you!

# A. Ucluelet today.

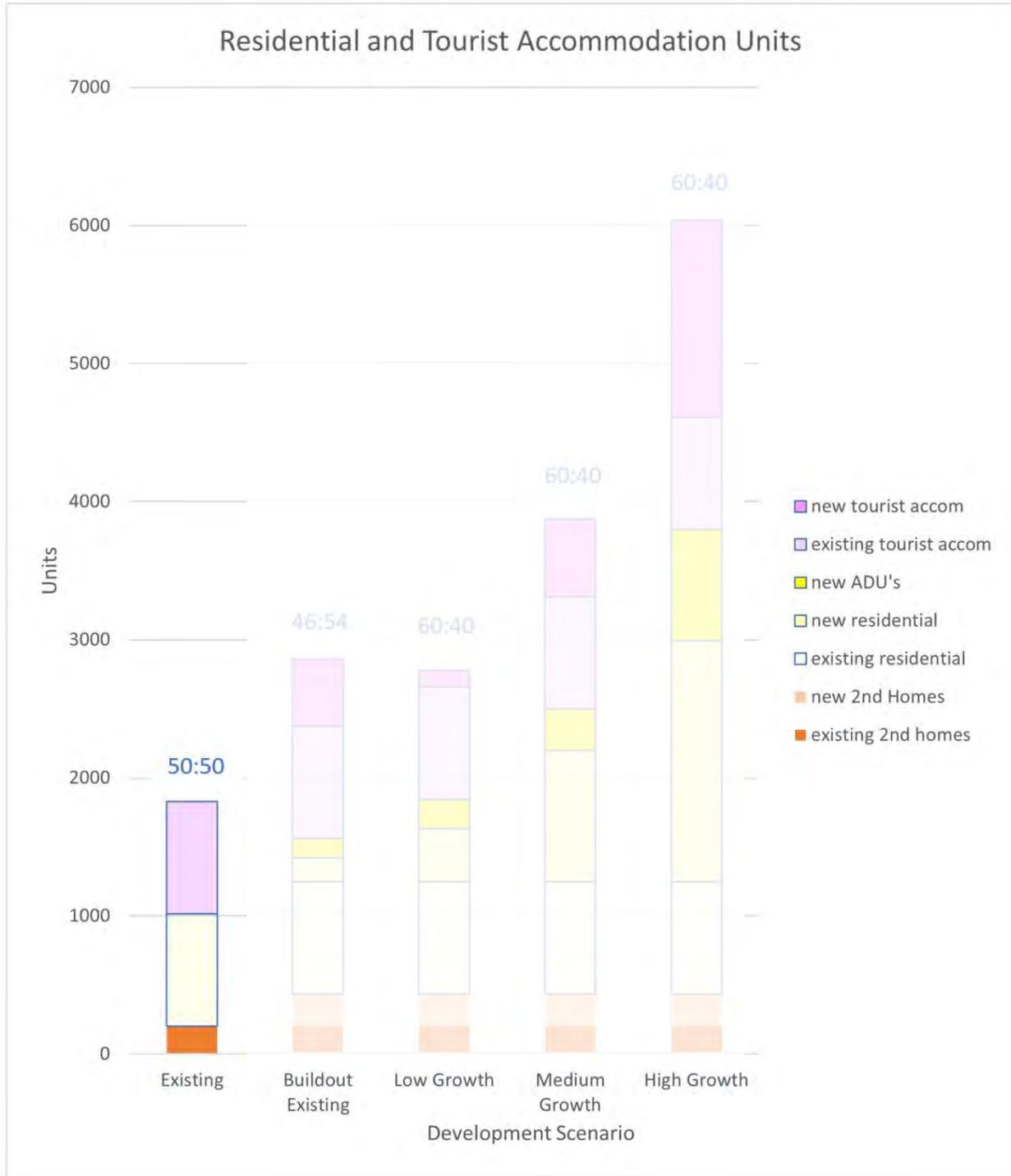
Today Ucluelet has a population of approximately 1,975 permanent residents, living in approximately 814 homes. There are also somewhere between 100 and 200 second-home owners, a number of more-or-less permanent residents who tend not to be captured by the census (due to couch surfing and other less-secure housing situations), and a constantly shifting group of seasonal workers. The town also has 815 tourist accommodation units in the forms of hotel and motel rooms, resort condominiums, guest houses and bed-and-breakfast short-term rentals.

The current supply of housing and tourist accommodation is shown in this chart:



There are +/- 814 permanent households and 815 units of tourist accommodation in town.

Note the scenarios that follow focus on **residential** and **tourist accommodation** demand and growth. Modest growth for commercial and light industrial space to support the local economy are well captured in the draft OCP already, and are assumed to remain constant across all scenarios for this analysis

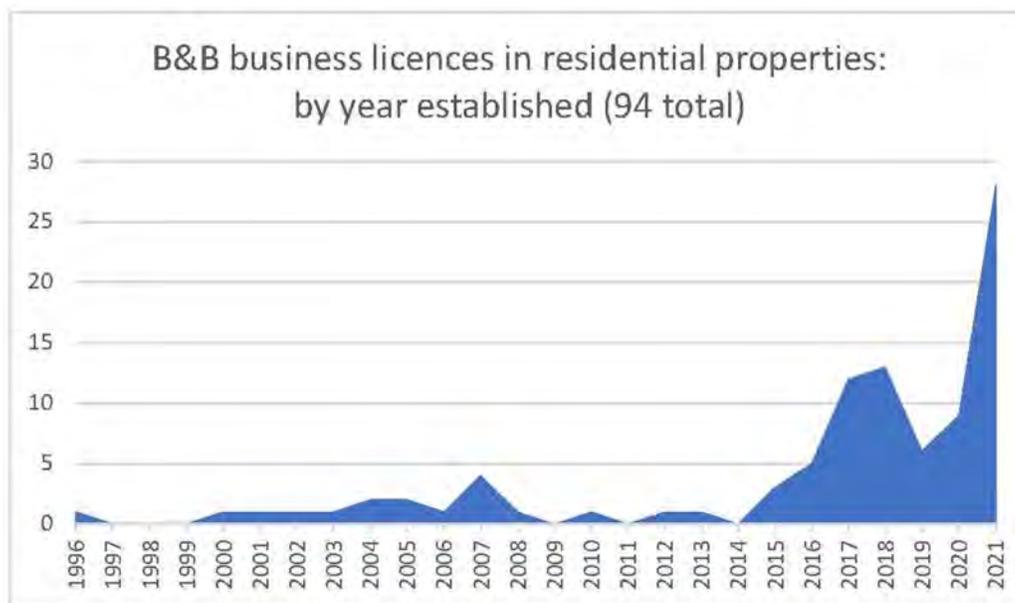




## B. Before we get started, let's talk about AirBnB for a moment.

*The growing popularity of online platforms for booking short-term vacation rentals, combined with the large number of residential properties zoned to allow Bed & Breakfast accommodation as a secondary use, is one factor impacting the housing supply and costs in Ucluelet.*

This is the number of active business licences for B&B's in Ucluelet, graphed by the date the business was established:



This adds up to 159 units – the equivalent of another large hotel in town - spread among residential neighbourhoods. Each one of those units displaces what could be a long-term rental unit for residents.

If we project out the current growth of short-term rentals within existing residential neighbourhoods, we could see over 1,000 additional STR units in Ucluelet by 2050.

Today 1 in 5 single-family homes in Ucluelet is the site of a B&B business. By 2050 it could be 1 in 2.

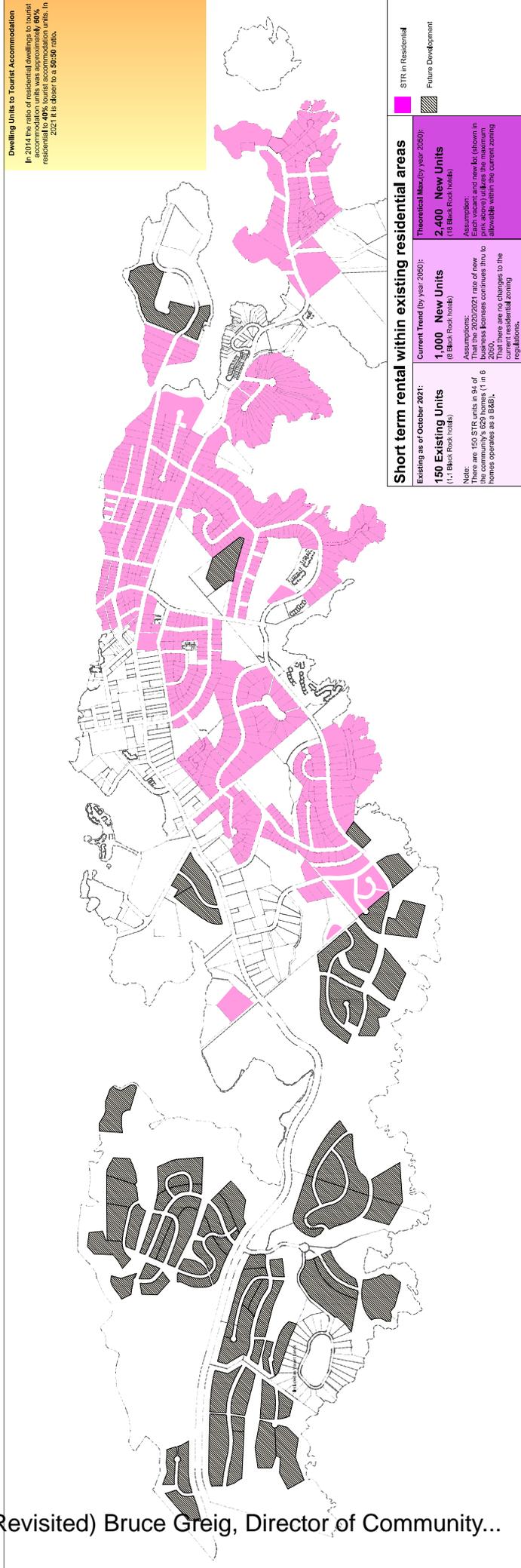
As recently as 2014 the town had a 60:40 balance between residential and tourist accommodation units. That balance is now 50:50.

### *Continued expansion of B&B's in residential neighbourhoods can't be sustained.*

Council has recently identified that putting housing first is a priority; we will be exploring changes to the Zoning bylaw to limit the continued expansion of short-term vacation rentals in residential properties (we expect that community input and discussion on that topic will take place in 2022).

### *The development scenarios that follow all assume that, going forward, the District will restrict new B&B's added within residential areas.*

If instead we continue to see expanding B&B uses, then in all scenarios the town is simply overrun in time by tourist accommodation. This would leave no room to balance the housing that is sorely needed for workers filling service-sector jobs, and all other segments of the community.



## C. Scenario: Buildout of existing serviced lots

*This shows what the development could be on existing vacant (and some underutilized) serviced lots, under the current zoning designations, if the town were to simply build out in the current direction\*.*

**540 new residential dwellings.**

**489 new tourist accommodation units (+3.6 Black Rocks).**

**0.4% growth x 30 years (quite low)**

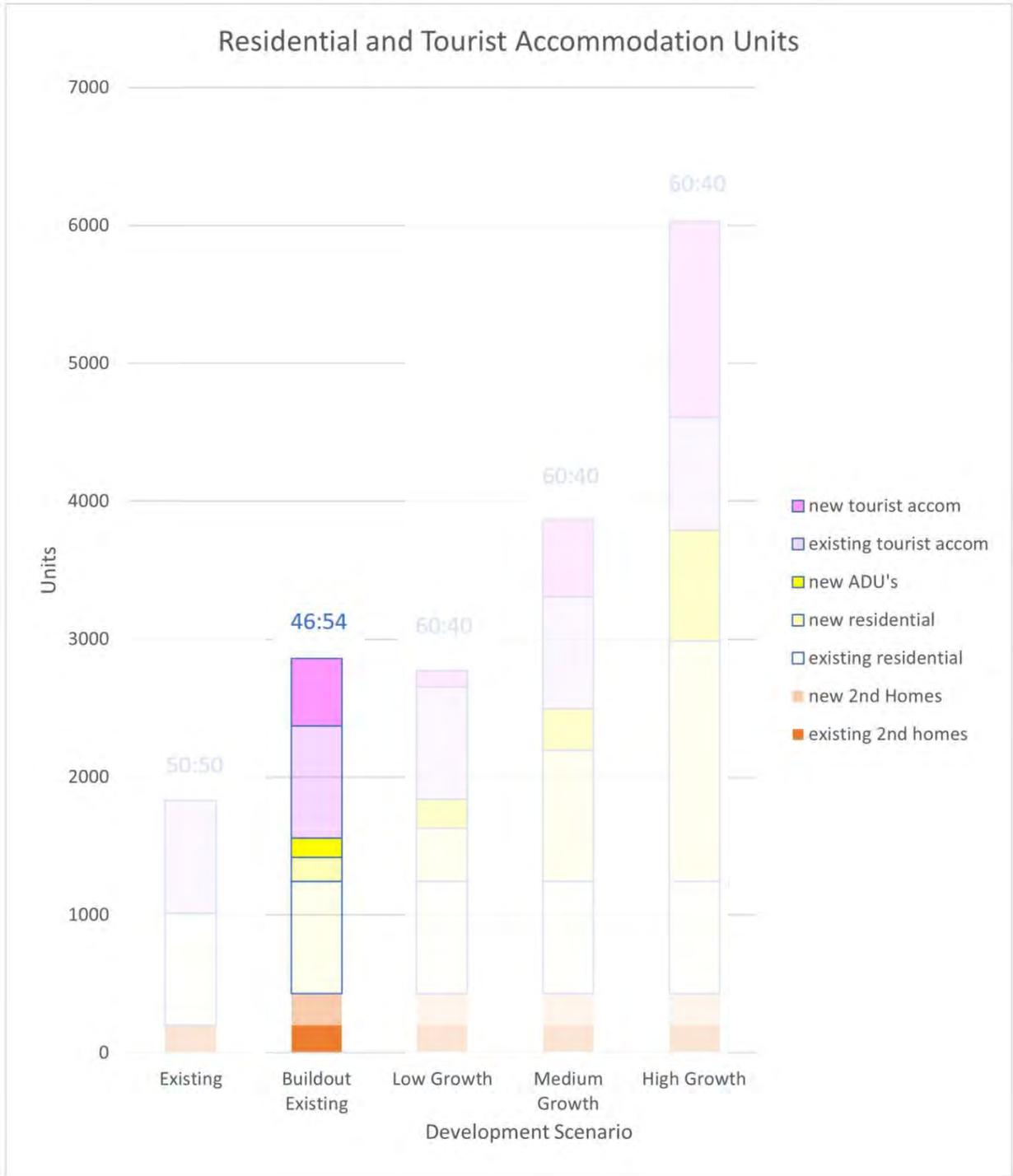
**2050 permanent population: 2,250**

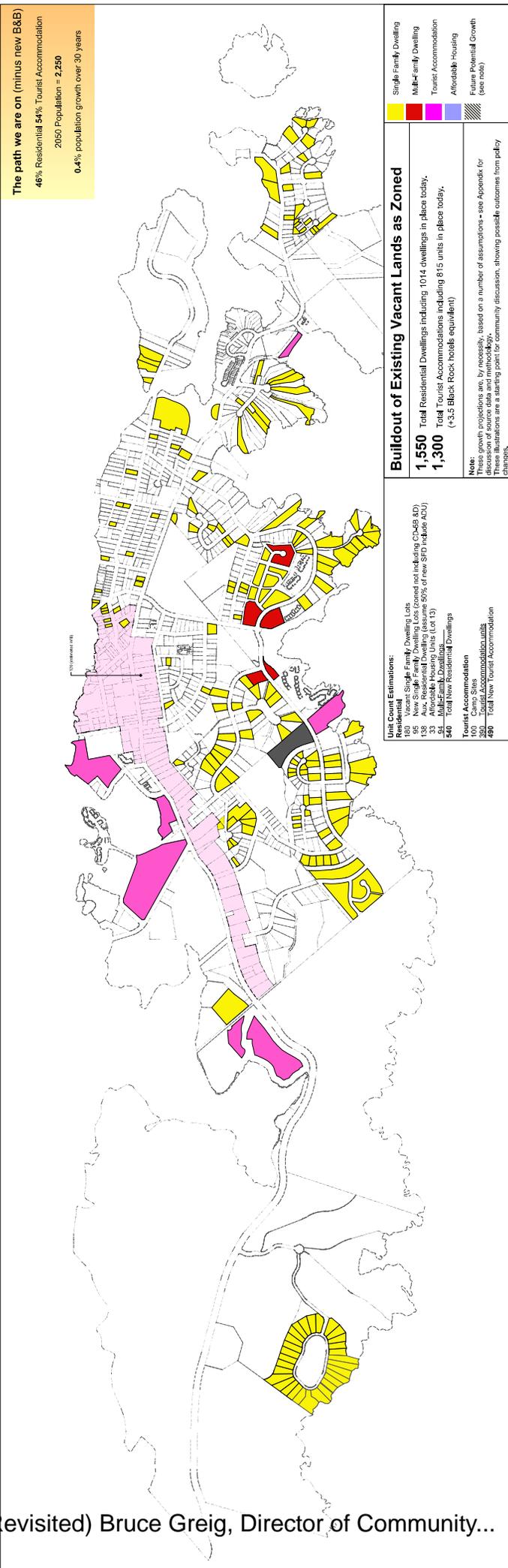
**Residential : Tourist unit balance = 46:54 (worsening)**

Takeaway: even if we were to halt the spread of B&B's, the current zoning in town will not lead over time to a better balance of housing and jobs (that would take further changes to reduce the allowable development of tourist accommodation on existing commercially-zoned lands).

---

*\*But assuming no new B&B's in residential areas, remember.*





## D. Scenario: Low Growth

*This shows a low-growth scenario based on two assumptions:*

- *826 new dwellings over 30 years\**
- *achieve a 60:40 balance between housing and tourist units*

**826 new residential dwellings.**

**120 new tourist accommodation units (+0.9 Black Rocks).**

**0.7% growth x 30 years (low)**

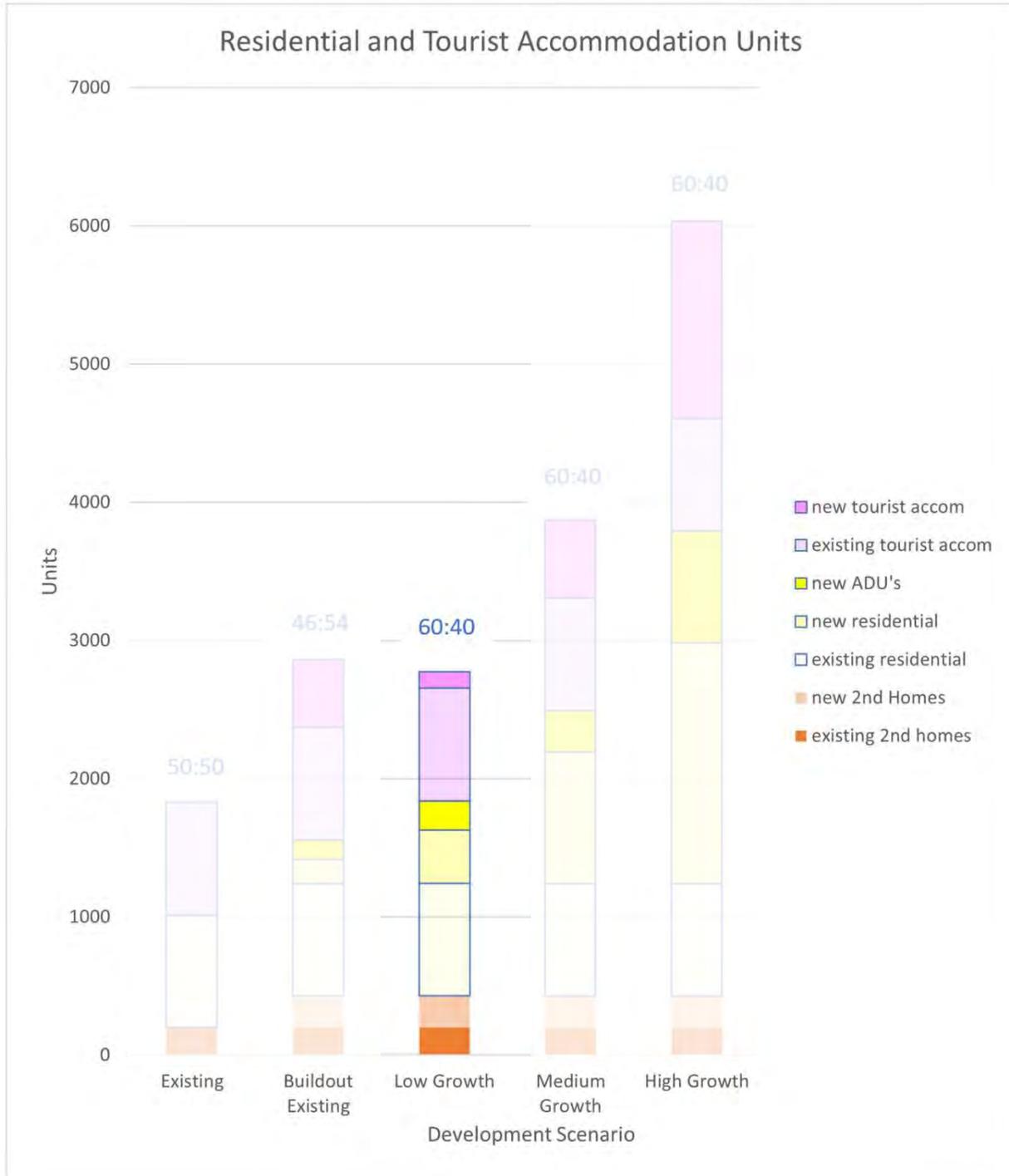
**2050 permanent population: 2,400**

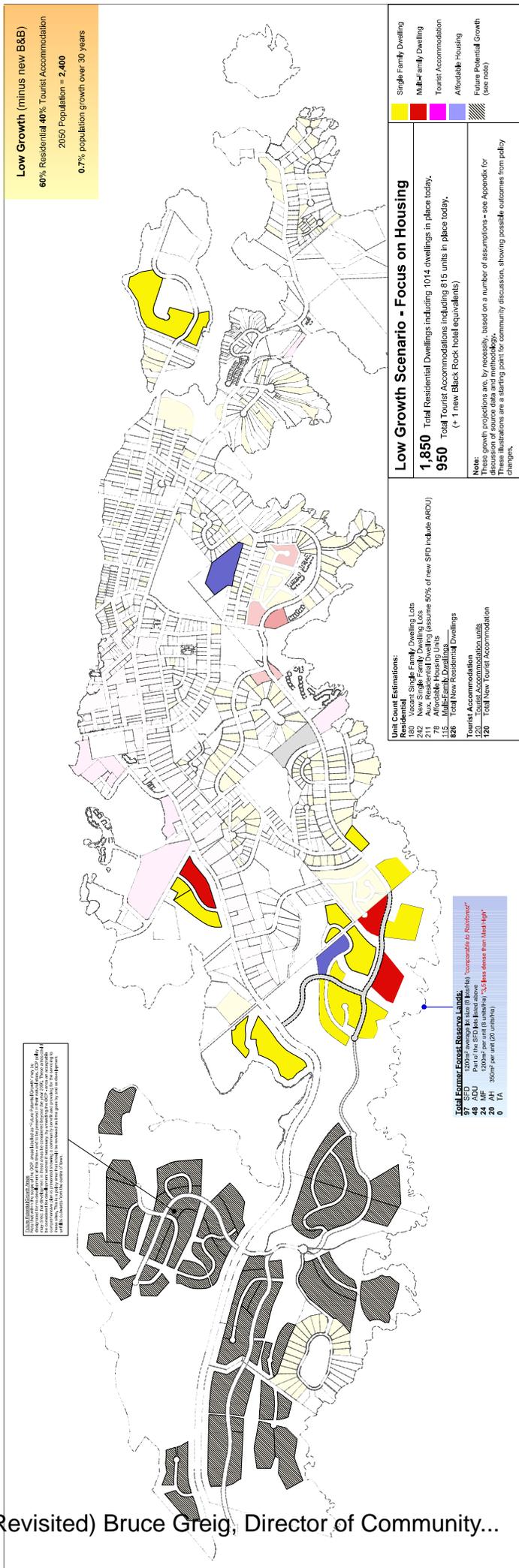
**Residential : Tourist unit balance = 60:40**

Takeaway: to reach a better balance of housing and jobs with a low growth rate, we would need to seriously limit the development of new tourist accommodation and focus development on building new housing.

---

*\*per the 2021 West Coast Land Use Demand Study  
low housing growth projection.*





## E. Scenario: Medium Growth

*This shows a scenario of low tourist accommodation growth while achieving a 60:40 balance between housing and tourist units:*

- *563 new tourist accommodation units\**
- *achieve a 60:40 balance between housing and tourist units*

**1482 new residential dwellings.**

**563 new tourist accommodation units (+4.2 Black Rocks).**

**1.8% growth x 30 years (moderate; similar to the past 15-year avg.)**

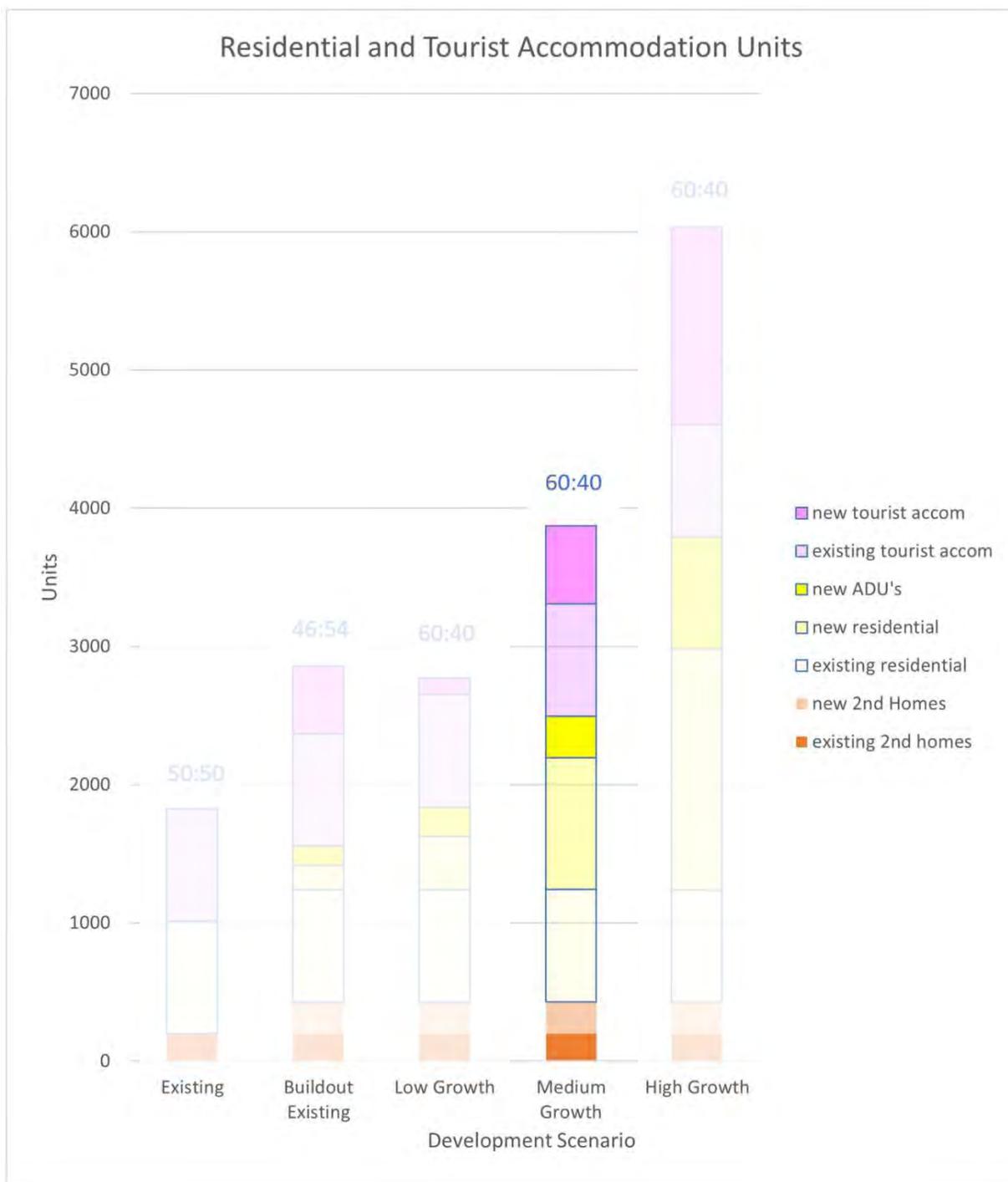
**2050 permanent population: 3,100**

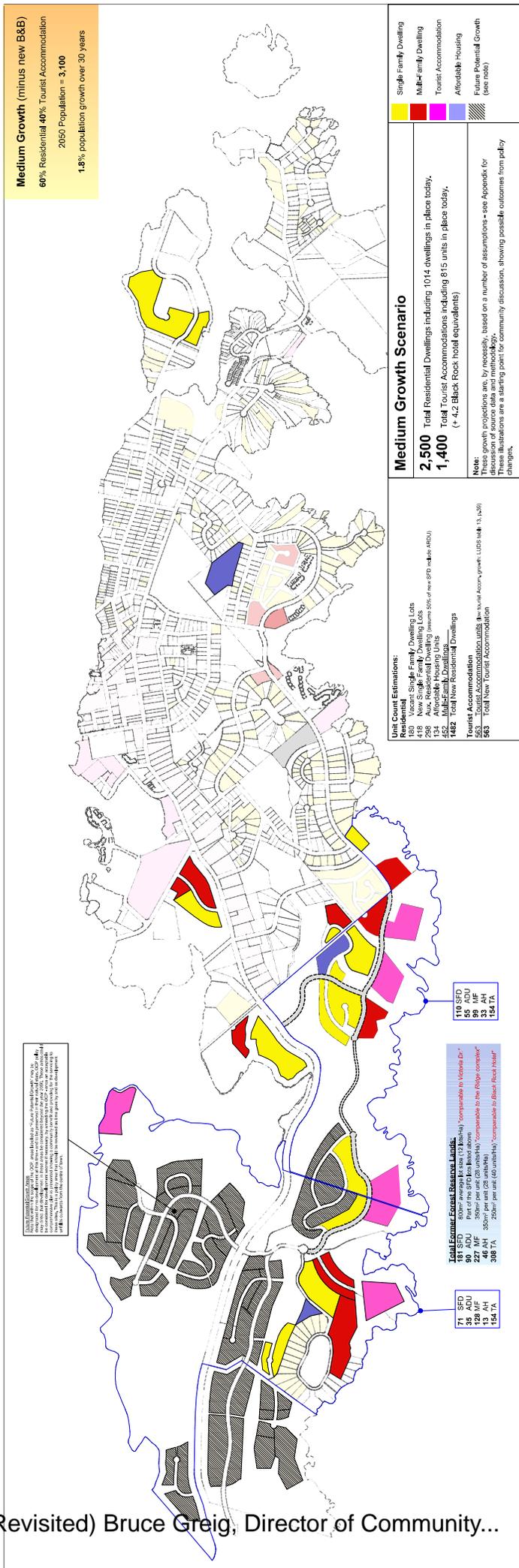
**Residential : Tourist unit balance = 60:40**

Takeaway: to reach a better balance of housing and jobs with a low rate of tourist accommodation growth, we would need to add a substantial new supply of housing – 40 to 50 homes per year – resulting in a medium overall rate of growth.

---

*\*per the 2021 West Coast Land Use Demand Study  
low tourist accommodation growth projection.*





## F. Scenario: High Growth

*This shows a scenario of medium tourist accommodation growth while achieving a 60:40 balance between housing and tourist units:*

- *1427 new tourist accommodation units\**
- *achieve a 60:40 balance between housing and tourist units*

**2,674 new residential dwellings.**

**1,427 new tourist accommodation units (+10 Black Rocks).**

**5% growth x 30 years (high; matches the past year)**

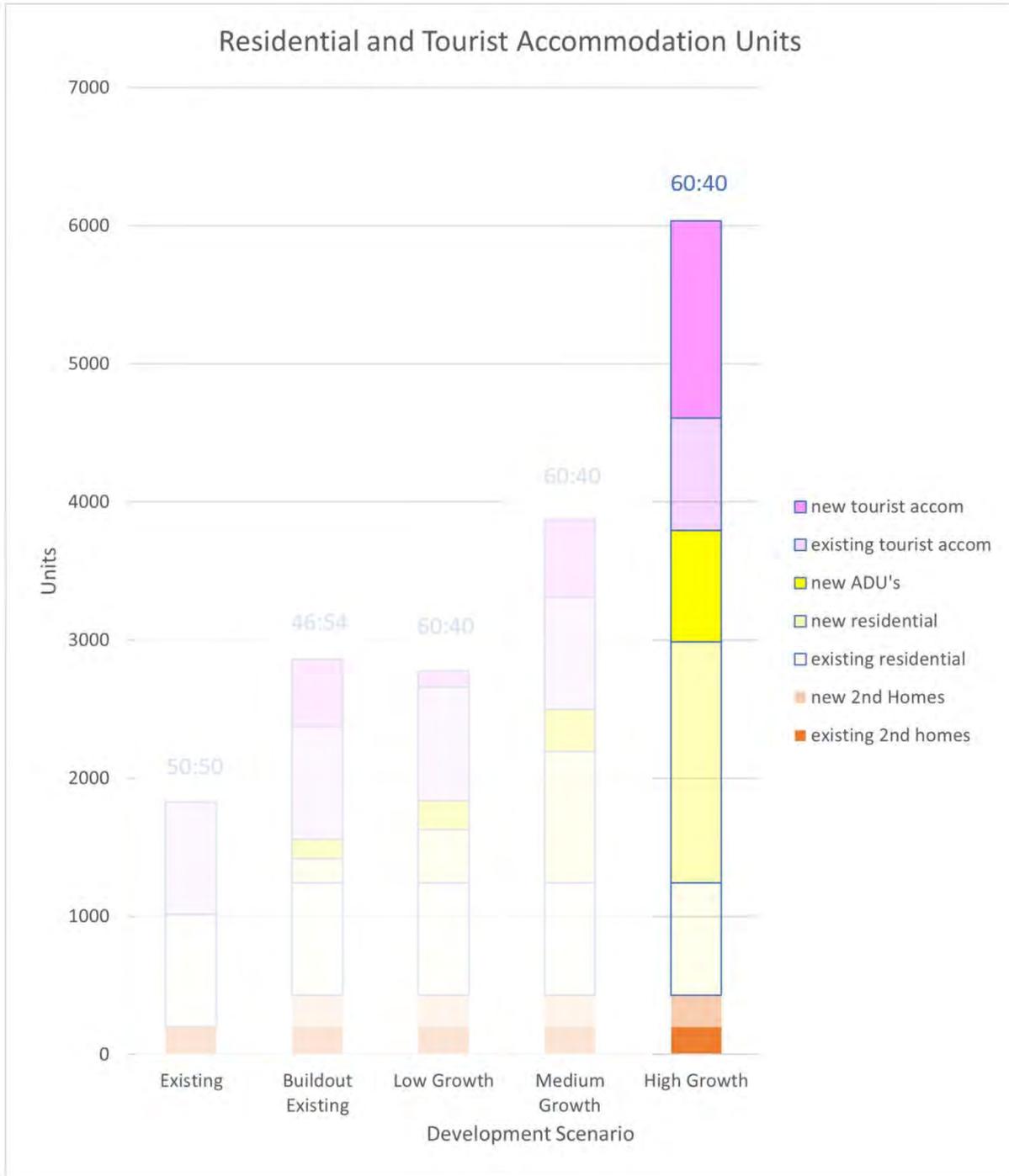
**2050 permanent population: 4,900**

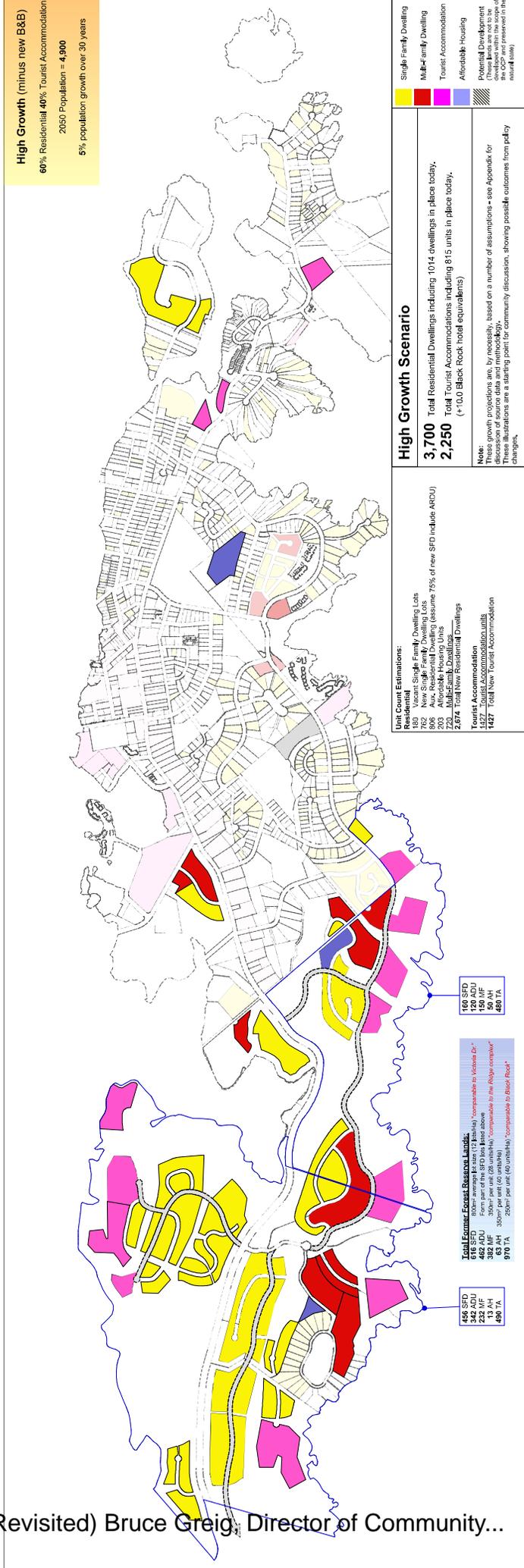
**Residential : Tourist unit balance = 60:40**

Takeaway: to reach a better balance of housing and jobs while allowing for a medium rate of tourist accommodation growth, we would need to add a significant new supply of housing – 90 homes per year - resulting in a high overall rate of growth. This would essentially build out all developable lands identified in the draft OCP.

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*\*per the 2021 West Coast Land Use Demand Study medium tourist accommodation growth projection.*





## G. Current Draft (June'21) OCP Long-Range Land Use Plan:

*The areas showing the various future land uses on the draft Schedule “A” OCP plan do not signify a certain amount or density of uses, and were not drafted to accommodate a specific amount of growth. Rather this plan was developed by looking at the general pattern of land uses shown in the past for the former Forest Reserve lands, and adjusting the development areas to avoid sensitive ecosystems, archaeological resources and lands subject to risk of tsunami.*

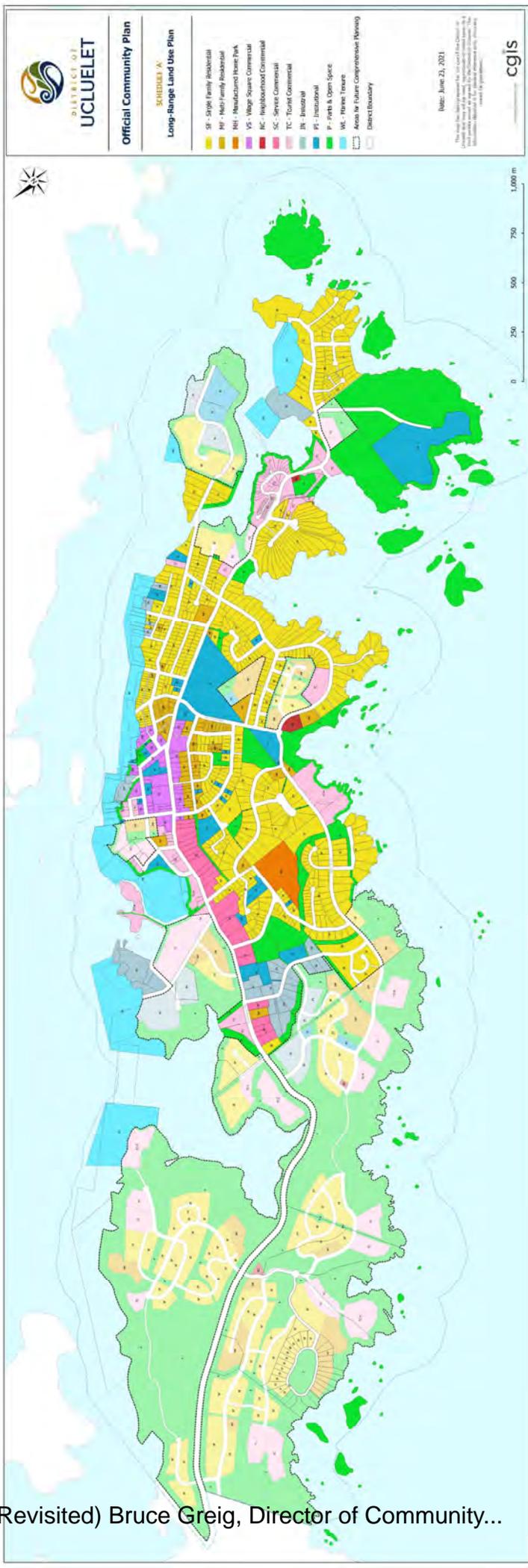
With the benefit of data coming out of the *West Coast Land Use Demand Study* and the *West Coast Housing Needs Assessment*, now is a good time for a community conversation about how the plan should direct growth over the next decades. Based on this analysis and public input, Council may consider directing changes to the draft OCP.

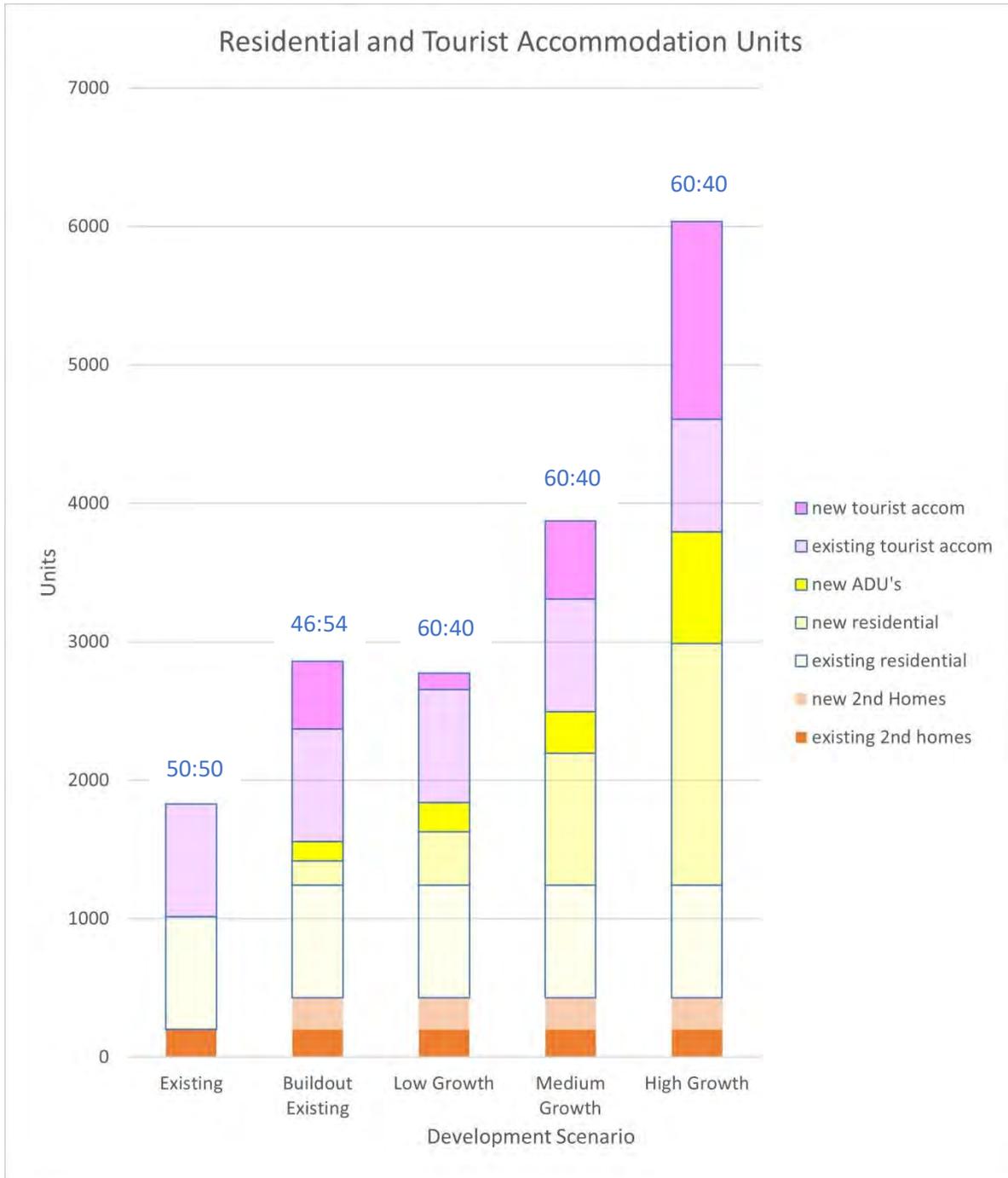
Once adopted, the OCP will provide a base point for revisiting our infrastructure master plans to ensure that the community doesn't get too far ahead - or fall behind - in upgrading and improving the infrastructure (e.g., the roads, pathways, water, sewer and drainage that the community uses every day).

Note that an OCP is a living document and is expected to be revised, updated and amended as community conditions change. An OCP should be updated at fairly regular intervals, and these updates can be triggered by certain events. For example when an updated housing needs assessment is available, when a noticeable demographic shift has occurred, when a major period of development has occurred, etc. - then it is a good practice to revisit the plan and make sure it still aligns with the community's vision and goals.

*Please bring your questions and share your thoughts with staff and Council at the Committee-of-the-Whole meeting on November 23<sup>rd</sup>.*

*Thank you!*





## Notes and Assumptions:

- A. The analysis focuses on **residential** and **tourist accommodation** demand and growth. The Land Use Demand Study (LUDS) also addresses modest growth for commercial and light industrial space to support the local economy; those uses are well captured in the draft OCP already and are assumed to remain constant across all scenarios for this analysis.
- B. Information has been pulled from the LUDS, the draft West Coast Housing Needs Assessment (WCHNA), census data from StatsCan, BC Stats, BC Assessment Authority (BCAA) and municipal datasets of property records (e.g., building permit, business licence and assessment records).
  - i. Footnotes are included to show we have turned for data and the calculations behind the scenarios.
  - ii. None of this is claiming to be 100% accurate; these are projections of how different scenarios may play out over time based on policy choices the community makes. The results illustrate some implications of following one policy approach vs. another.
  - iii. There is always a maddening discrepancy between census data and other, arguably more accurate, sources. For example, we count 1,014 dwellings in the community while census data shows 814 households. The difference of 200 is a combination of second homes (100+), illegal and undocumented secondary suites (perhaps caught by BCAA but not reported in the household census), and census undercounting of seasonal / permanent shared / couch surfing residents.
- C. The scenarios shown assume “residential” (yellow colour) is just that – and does not include bed and breakfast (B&B) or other short-term vacation rentals (STR’s). If instead there is a portion of B&B’s or STR’s in single-family residential neighbourhoods going forward, that should be subtracted out of the total shown on commercial lands designated for tourist accommodation uses.
- D. Currently the ratio of residential dwelling units housing permanent households to tourist accommodation units in the community is roughly 1:1. As recently as 2014, the ratio was 1.4:1 or a 60/40 housing / tourist accommodation split<sup>1</sup>. The results of the LUDS point to the need for housing to catch back up, with a latent demand of 585 to 856 housing units on the west coast<sup>2</sup>.
- E. The low-, medium- and high-growth scenarios show a return to a 60/40 housing / tourist accommodation split. This assumption is made to show the policy impact of what it would take for new development to tip the balance back and to accommodate the following:
  - i. unmet demand for permanent housing on the west coast<sup>3</sup>.
  - ii. projected growth of shadow (second) homes.<sup>4</sup>
  - iii. growth of the non-tourist job sector: remote workers and emerging sectors (e.g., new households relocating to Ucluelet for lifestyle and bringing their non-tourism job with them).
- F. The average size of households is projected to shrink over time<sup>5</sup>. Therefore more homes will be needed to house the same equivalent population.
- G. Demand projections for the west coast from the *Land Use Demand Study* are apportioned to Ucluelet at 54% of total. This is the percentage of projected growth calculated as population

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<sup>1</sup> Tourism Ucluelet, 2014 accommodation summary and BC Stats

<sup>2</sup> 2021 West Coast Land Use Demand Study (LUDS) Urban Systems, p. 32

<sup>3</sup> LUDS p. 32

<sup>4</sup> LUDS p.29

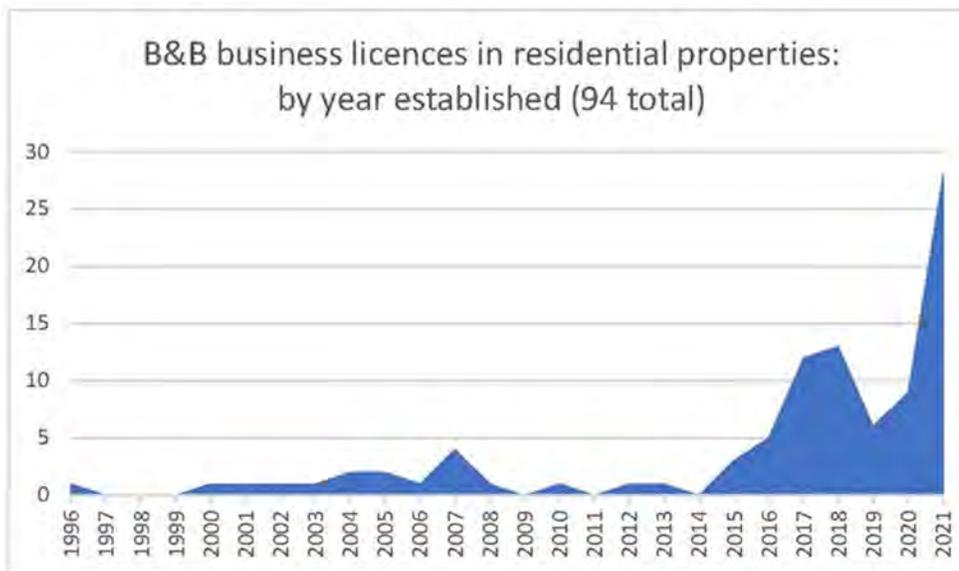
<sup>5</sup> LUDS p.21 2021 West Coast Housing Needs Assessment M’Akola Development Services, draft regional report

equivalent for Ucluelet (including all categories of residential, tourist accommodation, commercial, light industrial and institutional land uses), across all three growth demand scenarios<sup>6</sup>.

- H. There is an estimated latent demand for between 585 to 856 units on the west coast<sup>7</sup> (Ucluelet proportion would equate to 315 to 462 units existing unmet demand).
- I. A portion of new housing will be absorbed by shadow (second) homes; neither tourist accommodation nor permanent households, these nevertheless will absorb land supply and housing units - and need to be accounted for. For consistency, when calculating the ratio between permanent households units and tourist accommodation, 430 units are subtracted from the total dwelling count in all growth scenarios.

B&B short term vacation rental units:

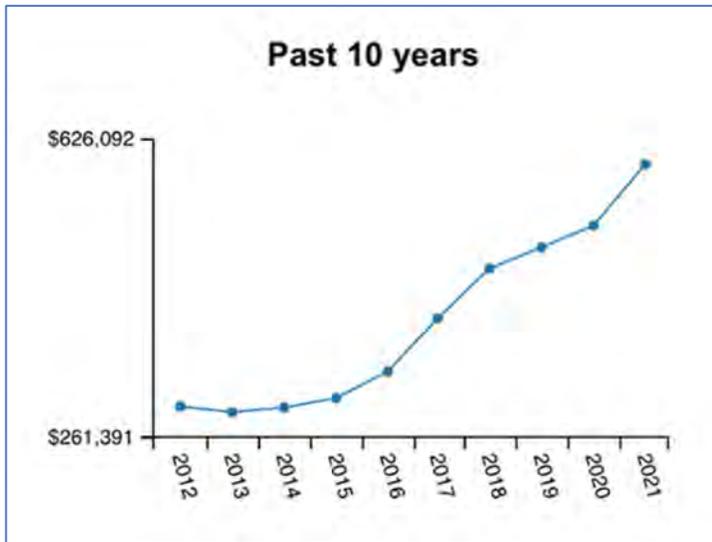
- J. The growth of short-term vacation rentals (STR's) is significant, and when those STR's are located in residential homes they impact the housing supply in the community. Most residential zoning in Ucluelet allows *Bed and Breakfast* (B&B) as an accessory use when run by the permanent resident of the home. The B&B use allows up to 3 bedrooms in a home. Most recent new home builds are including purpose-built suites with separate entrances – these are not the extra-room-down-the-hall mortgage helpers that were imagined when the zoning was adopted some decades ago. The following chart illustrates the boom in newly established B&B's in residential properties:



<sup>6</sup> LUDS Table 22 (p.57) and Table 34 (p.71)

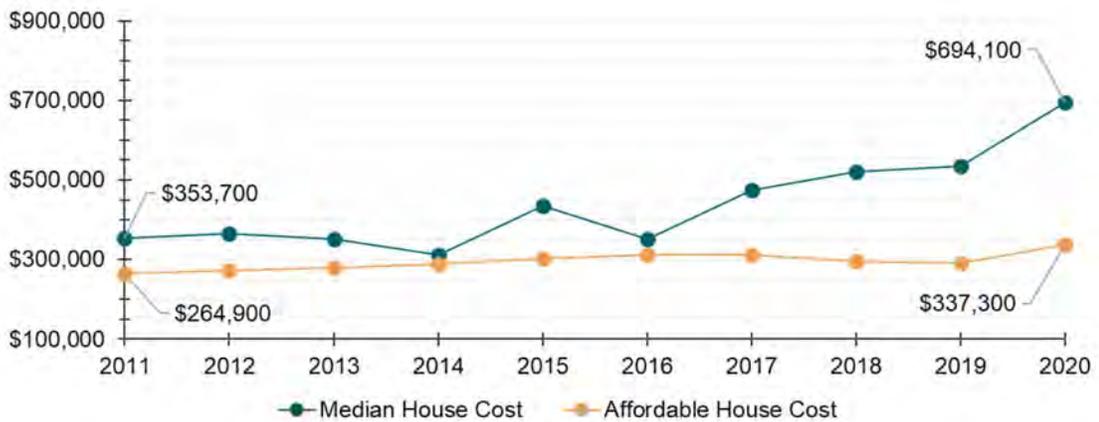
<sup>7</sup> LUDS p. 22

This corresponds to the increase in house prices in Ucluelet:



(source: Realtor.ca)

This pattern of increasing house prices is being seen in many rural areas of the province, and is consistent across the west coast. The following shows that the increase in the cost of housing has outpaced wages, to the point where virtually no homes being bought - or new homes being constructed - in Ucluelet are providing housing for existing, working residents:



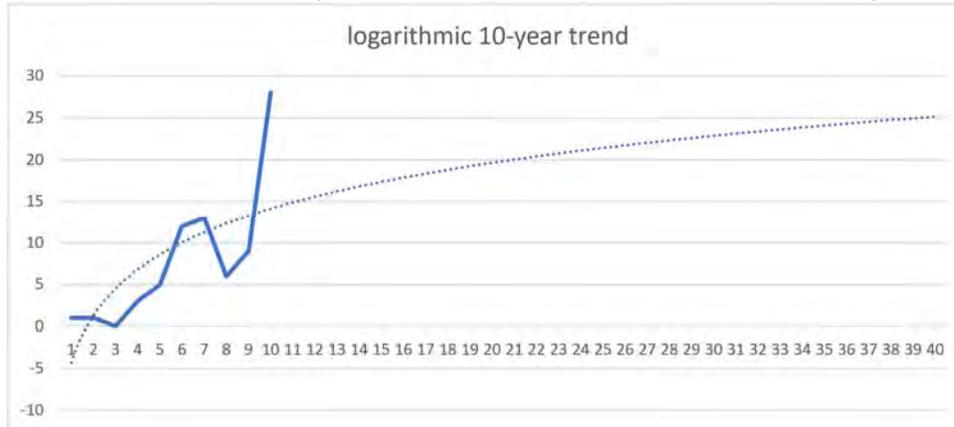
(source: draft 2021 West Coast Housing Needs Assessment)

In September, Council endorsed the following goals aimed at improving the availability and affordability of housing in the community:

- i. prioritize long-term residential housing;
- ii. slow and contain the proliferation of short-term vacation rentals within residential neighbourhoods;
- iii. create opportunities for more diverse and new forms of housing, with a priority on more affordable forms of housing; and,
- iv. create opportunities for the development of new rental housing.

The growth scenarios presented do not show new B&B's in residential areas; this analysis assumes that regulations are changed to limit new B&B's on residential lands. If B&B's continue to expand into residential neighbourhoods, then over the next 30 years the town could see 1,000 new tourist accommodation units displace housing in residential neighbourhoods.

B&B licences in Ucluelet (years 1-10 show actual data from 2012 – 2021 ytd)



#### Buildout of Existing Serviced Lots:

- K. This scenario shows what development might occur with no change in zoning or extension of infrastructure into un-serviced areas. In other words, buildout of vacant lots plus infill, re-development and some intensification of existing uses. This assumes no changes in zoning to prioritize housing. The result is low growth over 30 years but a worsening of the proportion of housing available compared to the supply of tourist accommodation.

#### Low Growth scenario:

- L. This illustrates what development might occur based on two assumptions: 1.) a low level of housing growth<sup>8</sup> of 826 new dwellings, and 2.) achieving a 60:40 ratio of housing to tourist accommodation units. For this scenario to come about, significant changes to the zoning of existing properties would need to be adopted. The growth for tourist accommodation might only allow for minor expansion of existing accommodation businesses. Undeveloped lands already zoned for tourist accommodation would need to be rezoned to a variety of residential uses only.

#### Medium Growth scenario:

- M. This illustrates what development might occur based on the following assumptions: 1.) low growth of tourist accommodation<sup>9</sup> of 563 new units, and 2.) new housing development to achieve a 60:40 ratio of housing to tourist accommodation units. This scenario would enable expansion of existing businesses and the addition of new tourist accommodation, but coupled with the construction of almost 1,500 new dwellings over 30 years.

<sup>8</sup> LUDS p.21 and Figure 7: 826 new dwelling is 54% of the low growth projection of 1,530 new households on the west coast between 2020 and 2050 – see note G.

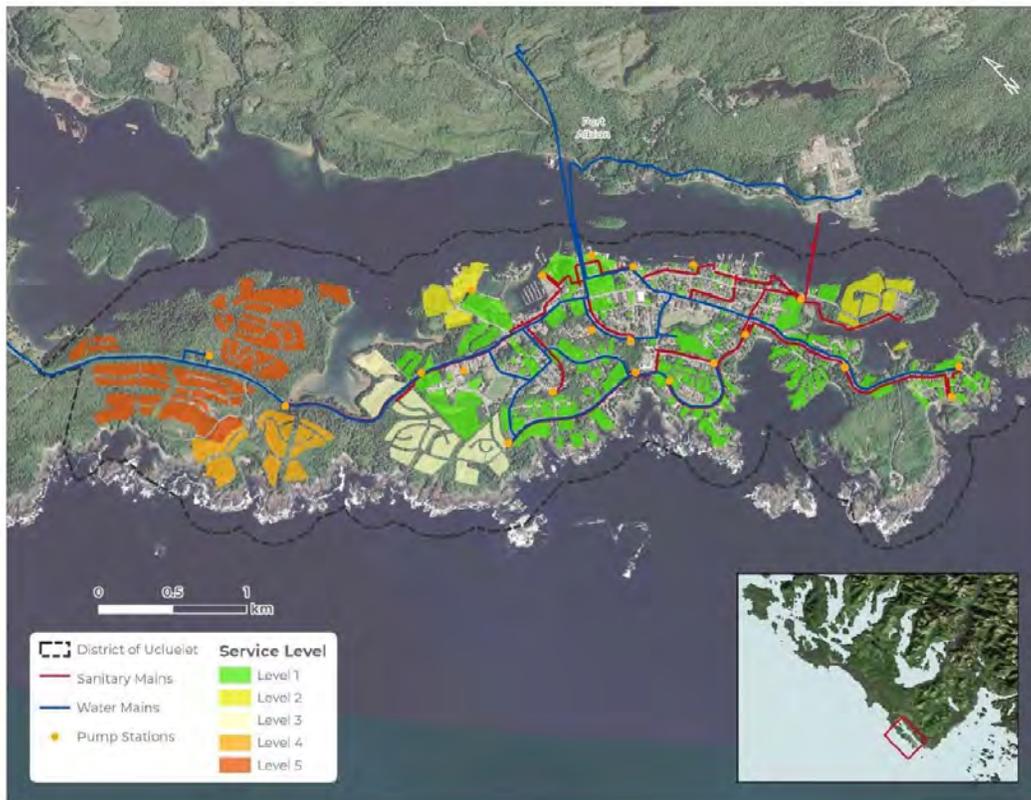
<sup>9</sup> LUDS Table 13 (p. 39)

High Growth scenario:

- N. This illustrates what development might occur based on the following assumptions: 1.) medium growth of tourist accommodation<sup>10</sup> of 1427 new units, and 2.) new housing development to achieve a 60:40 ratio of housing to tourist accommodation units. This scenario would see the construction of 2,674 new residential dwellings over 30 years.
  
- O. Servicing costs (water, sewer, roads, etc.) for expanding development into new areas of the municipality were assessed as part of the 2021 West Coast Land Use Demand Study<sup>11</sup>. While the cost of new infrastructure to serve development should be borne by the developer, these cost estimates provide a rough idea of the scale of new infrastructure assets that the municipality would ultimately inherit and maintain.

	service level	infrastructure cost
Buildout Existing	Level 2	\$12 million
Low-Growth	Level 3	\$24 million
Medium-Growth	Level 4	\$35 million
High-Growth	Level 5	\$78 million

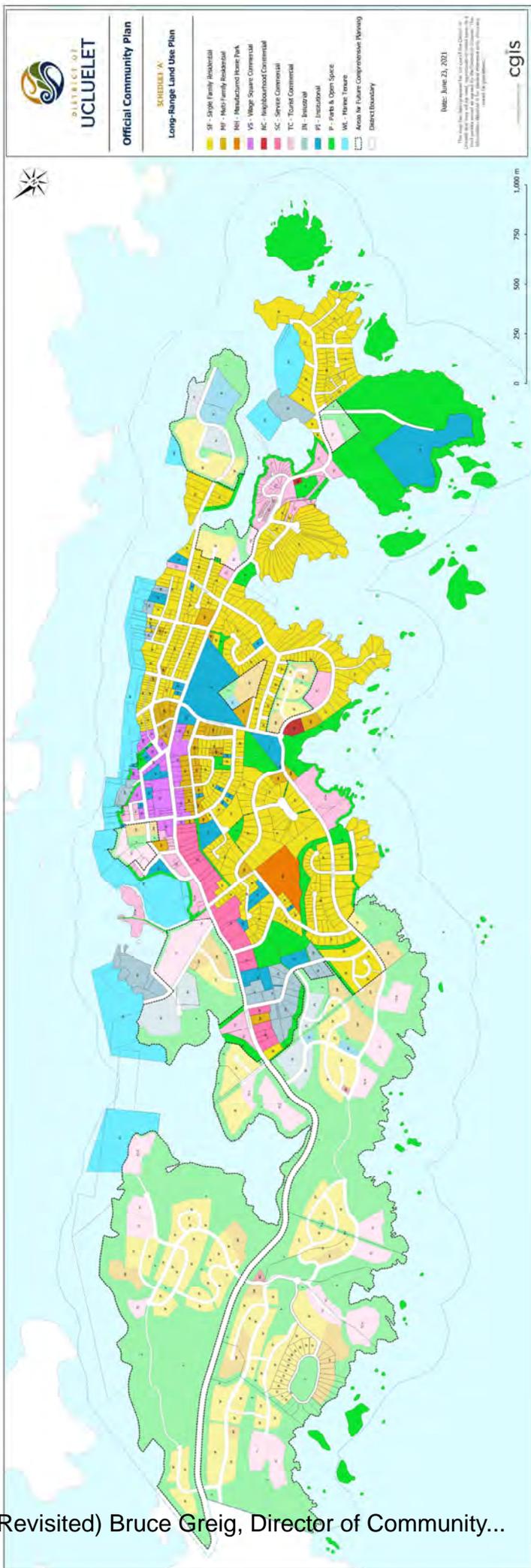
Figure 44: Service Levels of Vacant and Underutilized Lands in the District of Ucluelet



from 2021 West Coast Land Use Demand Study

<sup>10</sup> LUDS Table 13 (p. 39)

<sup>11</sup> LUDS Figure 44 and Tables 67 – 69.



## Residential

The Official Community Plan provides a framework to meet the diverse housing needs of residents in Ucluelet.

Residential land use is permitted in the Village Square, Multi-Family and Residential designations. Each land use designation varies in the range and density of permitted housing types.

Generally, the highest density uses (apartments and residential units above retail stores) are found in the Village Square, with medium density forms (townhouses) on the edge of the core area and single family uses located beyond a 400-metre walk of the Village Square.

The 2016 Census counted a resident population of 1,717 people in Ucluelet, and a total of 735 occupied private dwellings. This represents 1.36% annual population growth, or 23 new residents per year, over the past decade; this could be considered strong, positive growth. Over the same period, visitor growth and non-resident home ownership has also expanded considerably.

The advent of on-line advertising and bookings for short-term vacation rentals is depleting the supply of rental housing available to long-term residents in Ucluelet (and many other communities in BC). This is having a negative effect on both business viability and community well-being.

Over the past few years the District has actively monitored and enforced its bylaws on short-term vacation rentals. At the time of writing, approximately 300 vacation rental units are active in the municipality, many in existing residential neighbourhoods. A number of long-term rental units – including secondary suites –

have been converted to short-term rentals, displacing this supply of vital housing stock.

Affordable Housing is defined as:

housing costing 30% or less of annual household income suitable for households of low and moderate income, equal to 80% or less than the median household income in the District of Ucluelet, as reported by Statistics Canada and as defined by Canada Mortgage Housing Corporation, CMHC.

### Affordable Housing

Ucluelet attracts a large number of visitors yearly given its spectacular scenery and opportunities for recreation, including hiking, cycling, whale watching, kayaking, winter storm watching, surfing and fishing. As a popular tourist destination, the District strives to ensure that adequate housing is available for residents, visitors, and seasonal employees alike.

Ucluelet's challenges with a lack of affordable housing began to escalate in 2001 as tourism activity increased. The affordable housing issue in Ucluelet also has ramifications on other growing industries and the changing needs of the community.

Other industries are growing in Ucluelet and struggle to house a local work force. Youth looking to leave home are forced to leave the community because of escalating housing costs. Seniors

looking to downsize their accommodation needs are faced with a shortage of housing supply and increased prices.

Ucluelet also houses many residents who work in the neighbouring tourism destination of Tofino. This puts added strain on the existing supply of affordable housing.

Approximately 9% of Ucluelet residents identify as Indigenous (2016 census). This includes both homeowners and renters. There are a handful of housing units owned by the Yuułu?if?ath Government in town, as well as homes owned and operated by non-profit housing providers.

A combination of strategies that includes smaller lots, secondary suites, detached accessory dwelling units (e.g. cottages), seasonal employee housing, inclusionary zoning, and residential mixed-use development can positively contribute to the broadening of housing choices and affordability within the District of Ucluelet, as well as providing for rental housing and a greater variety of options for seniors.

In April of 2018, the provincial government introduced two new pieces of legislation affecting how local governments address housing issues.

Part 14 Division 22 of the *Local Government Act* now requires local governments to commission a housing needs assessment, and update the report every 5 years. It is expected that a completed assessment report will be a pre-requisite to provincial grant funding for affordable housing projects.

Section 481.1 of the *Local Government Act* now enables local governments to designate properties in their zoning bylaws exclusively for rental housing.

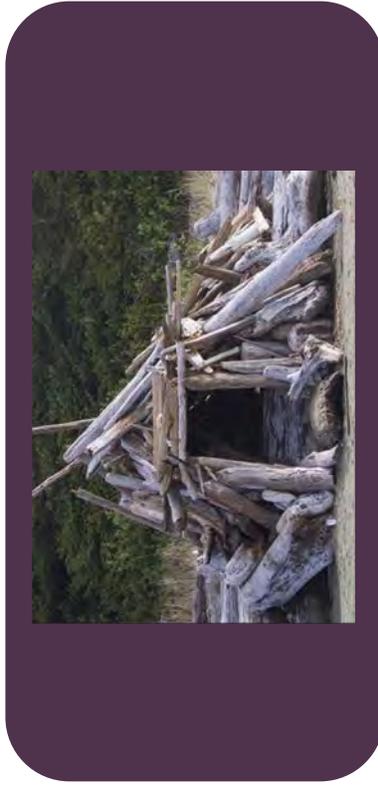
In response to the current housing situation, to better understand the dynamics of the housing market and supply in Ucluelet, and to enable the municipality to be proactive on balancing the community housing needs as new development occurs, the District has adopted the following short-term housing action plan.

### Policy 3.131 Short-term Housing Action Plan:

- A. continue the program to actively monitor and enforce short-term rentals
- B. commission a community Housing Needs Assessment report
- C. identify and explore the feasibility of creating temporary seasonal employee housing on at least one municipally-owned property
- D. look for opportunities to update inclusionary zoning and density bonusing, particularly on lands previously designated as Comprehensive Development under a Master Development Agreement, to ensure a mix of affordable housing types are delivered with each phase of new development in the community
- E. amend the zoning bylaw to ensure that the first rental unit on single-family residential lots is for long-term tenancy, with any additional short-term rental uses to depend on the continued existence of the long-term rental
- F. amend the zoning bylaw to remove standalone short-term rental of single-family homes from the VR-2 zoning designation (completed 2019)
- G. explore zoning opportunities for infill of compact, more affordable units in existing and new neighbourhoods (e.g., small lots, rental cottages, etc.)
- H. a number of federally-owned employee housing lots are now designated *Institutional* on the Schedule A Long-Range Land Use Plan; create a new institutional Community Residential zoning designation for these properties, clarifying the community expectation for their continued use as employee housing or future conversion to a possible variety of

- I. community care, shelter, supportive and/or affordable housing uses;
- J. explore the use of the new rental zoning powers proposed in Bill 23
- K. explore the use of Development Cost Charges for affordable housing
- L. develop a municipal Affordable Housing Strategy – identifying the best focus of municipal resources when addressing housing issues
- M. develop a District land and development strategy and explore the options for an ongoing affordable housing program

It is expected that these actions will be revisited following completion of a community Housing Needs Assessment in 2021, which may result in amendment of this OCP.



Affordable Housing Policies:

**Policy 3.132** Increase the number of affordable housing units in Ucluelet by encouraging mixed land uses in the Village Square,

seniors' housing, small-lot single family housing, detached accessory dwelling units (cottages) and secondary suites.

**Policy 3.133** Support development of multi-family housing above retail in the Village Square to encourage a mixed-use core in the District.

**Policy 3.134** Ensure larger developments are required to provide affordable housing as a portion of each development phase. Completion of the Land Use Demand Study (underway) and Housing Needs Assessment (2021) should provide guidance for the District to adopt targets for percentages of affordable housing in new developments.

**Policy 3.135** Permit secondary suites in single-family dwellings with sufficient off-street parking.

**Policy 3.136** Encourage the retention and development of mobile/manufactured home parks with high quality site design, screening and landscaping.

**Policy 3.137** Encourage alternative housing options, including small lot subdivisions.

**Policy 3.138** Zone land using low to moderate densities and use density bonusing to secure affordable housing in any larger development.

**Policy 3.139** Continue using inclusionary zoning regulations that require affordable housing in new multi-family developments.

**Policy 3.140** Encourage land use and building design which results in liveable but smaller, more affordable housing units.

**Policy 3.141** Continue to encourage developers to provide 15% to 20% staff housing for employees needed to staff new developments in tourist commercial developments.

**Policy 3.142** Encourage private, non-profit and co-operatively run housing units.

**Policy 3.143** Rezoning applications involving more than five dwelling units shall provide a statement describing the affordable housing components achieved by the proposal.

**Policy 3.144** The District does not support strata conversion of previously-occupied rental housing units.

**Policy 3.145** Include Indigenous housing needs in the development of a community Affordable Housing Needs Assessment.

**Policy 3.146** Work with regional First Nations and housing providers to identify where opportunities may exist to support and/or partner on meeting all community housing needs.

### Residential – Multi Family

Smaller units in higher density, multi family areas are an important component of the District's affordable housing strategy.

Residential uses within and in close proximity to the Village Square help create a more vibrant and compact community where residents can walk to services and amenities.

### Multi Family Residential Policies:

**Policy 3.147** Encourage the development of multi-family residential units within an approximate five-minute walk of the Village Square;

**Policy 3.148** Encourage residential development above or below the first floor in the Village Square and the Service Commercial Area;

**Policy 3.149** Encourage higher density forms of multi-family development to locate along main roads, including Matterson Drive and Peninsula Road;

**Policy 3.150** Explore the use of coach houses and forms of low- to medium density multi-family housing that address both street frontages in the area south of Peninsula Road, between Yew Street and Matterson Drive; and

**Policy 3.151** Encourage the provision of underground or concealed parking and affordable housing units.

### Residential – Single Family

The majority of housing in the District of Ucluelet is made up of detached single-family homes.

### Single Family Residential Policies

**Policy 3.152** Continue to acknowledge the role that single-family housing plays in terms of appeal and lifestyle choice and encourage sensitive intensification (e.g. smaller lots, secondary suites, coach houses,) where appropriate.

**Policy 3.153** Retain the area along Imperial Lane as single family and encourage the character of the existing buildings to be retained during any re-development.

**Policy 3.154** Designate those portions of District Lots 281 and 282 that have been developed as low density, single family as Residential, while acknowledging that the existing zoning in these areas permits a broad range of land uses.

**Policy 3.155** Designate Hyphocus Island as low density rural reserve, until such time as a comprehensive proposal is received identifying cluster residential development with significant tree retention, preservation of the island in its natural state and dedication of lands for public access, including the high ground and a perimeter waterfront trail.

This area is not intended for private marina or significant commercial, tourist commercial or resort development. Some light industrial uses may be introduced as a compatible transition between the sewage lagoons and residential areas.

**Policy 3.156** Encourage residential development adjacent to Spring Cove (e.g. former BC Packers site) in ways that maximise preservation of environmental and cultural values, fit with the natural setting and extend public access through the Safe Harbour Trail along the shoreline.

## Residential – General

### General Housing Policies

**Policy 3.157** Explore early adoption of more energy-efficient building construction through the step code and seek industry input into the impact of implementing such requirements in this remote market.

**Policy 3.158** Explore density bonuses for incorporating energy efficiency in existing and new buildings.

**Policy 3.159** Cluster residential units to preserve natural areas where possible.

**Policy 3.160** Advocate for the development of adaptable housing standards within the BC Building Code and guidelines for future development.



### Future Comprehensive Planning Areas

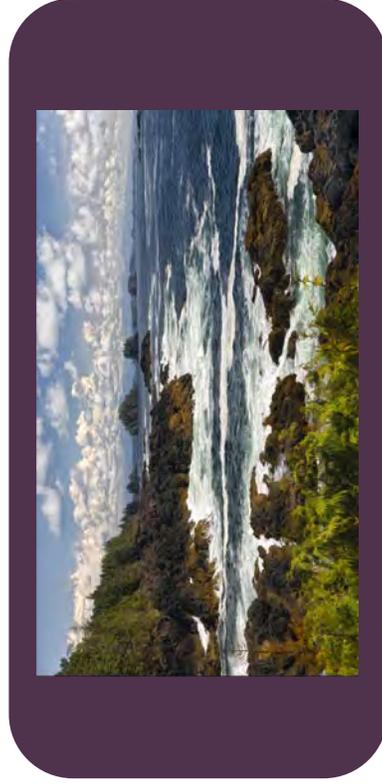
Areas on Schedule A indicated as Future Comprehensive Planning areas applies to larger lots with development potential, where it is anticipated that future rezoning, and potentially subdivision, will occur prior to development. The land uses shown within these areas indicate the general pattern of expected land use, but final location and density of uses will be subject to the future approval processes and detailed analysis of these sites.

### Former Forest Reserve Lands

The Former Forest Reserve Lands cover the largest of Ucluelet's undeveloped areas. Special conditions of this vast landscape include some of the district's richest forested habitat and the potential for spectacular residential and commercial development. Covering roughly half of Ucluelet's entire land base, the area is largely unexploited by development. Objectives of this OCP include protecting the natural qualities that make this place so special. Protecting the most sensitive and rich features of this area, and following the built form, character and material guidelines outlined in this plan, the Former Forest Reserve Lands will successfully add to the character of Ucluelet.

The coastal environment within this area is characterized by rocky bluffs and headlands along the exposed western shoreline, while a gentler rocky coast - along with sensitive marine wetlands, predominates along the protected eastern shoreline of Ucluelet inlet. This rugged and wild coast, along with the extensive forest that carpets the rolling and often steep terrain contribute immeasurably to the character of the site. There is therefore a demonstrated need to ensure that development

within this area should be protected from hazardous conditions and makes adequate provision for fitting itself harmoniously into the existing natural environment while maintaining a balance between the need for such protection and development of this land. The area contains archaeological and cultural uses and resources which must be understood and considered with any development plan. Preserving as much of the natural shoreline condition as possible, as well as the forest and its underlying shrub layer is critical in maintaining these values. All development should extend the Wild Pacific Trail and Safe Harbour Trail, and the network of connecting corridors, that make their way through the area.



In addition to development being sensitive to significant natural features worthy of protection, this area is designated for a mix of uses which will require a high standard of design cohesion to reflect the natural heritage of the area.

Master Development Agreements were established to guide the development of the former forest reserve lands. Signed in 2005

and 2006, these agreements committed the owners to additional information requirements including native vegetation management plans, full environmental impact assessments and archaeological assessments. Development subsequently stalled and in the intervening years it has become clear that a different approach may be necessary to enable development of these sites while retaining the initial vision of promoting the natural attributes and culture of the community, attracting investment, tourism and employment opportunities while demonstrating responsible stewardship of the natural environment.

Land uses on the former forest reserve lands was anticipated to include:

- single family with a range of lot sizes
- multi-family residential and commercial resort condominiums
- vacation rentals and Guest House lots
- affordable housing
- hotel/spa, motel and staff housing units
- golf course/clubhouse and marina
- limited commercial facilities restricted to servicing the tourist sector
- parks and natural space
- Wild Pacific Trail

The golf course use is no longer considered a viable component of the plan but a mix of the other uses is indicated on Schedule A.

The Wild Pacific Trail is a crucial, integral component of the former forest reserve land areas. Amendments to each Master Development Agreement may be considered without amendment of the OCP provided the Wild Pacific Trail is not compromised.

The District may also reconsider the Master Development Agreement (MDA) approach and revert zoning to a low-density Rural designation without amendment of the OCP. Future development could then proceed on application for new zoning based on the policies in this section and OCP, and the land uses generally indicated on Schedule A.

Specific policies for the lands included within the Future Comprehensive Planning areas are noted below:

**Policy 3.161** Future development proposals may be considered under phased development agreements per section 516 of the *Local Government Act*.

**Policy 3.162** Clear-cutting tracts of land greater than 0.5 hectare is prohibited; habitat protection and tree retention is to guide and form the character of the development.

**Policy 3.163** A 30-metre wide tree buffer with no development must be provided along both sides of the Pacific Rim Highway;

**Policy 3.164** The layout of the proposed extension of Marine Drive which runs parallel to the Pacific Rim Highway must respond to the natural conditions and topography of the land. Adequate vegetative buffering along the frontage of the road should also be retained to provide an attractive entrance into the community. A tree preservation plan should be a major priority to preserve this spectacular natural environment.

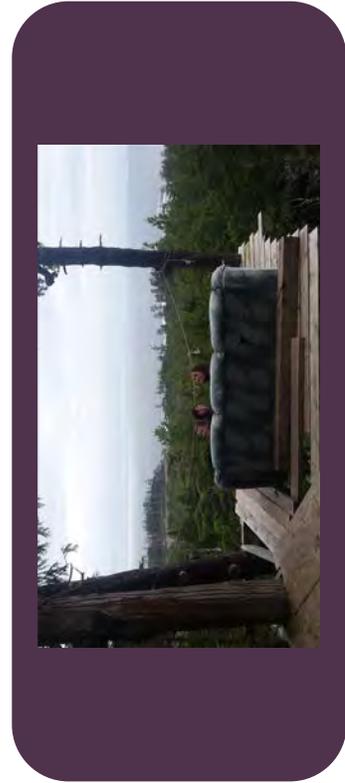
**Policy 3.165** Low-impact design principles should prevail. This may include limited areas of impermeability, open drainage, high retention and replacement of natural vegetation, ecological landscaping, slow traffic speeds and comfortable, auto-tolerant streets, pedestrian and cyclist connectivity, end-of-trip facilities (e.g. bike lockers, showers), site and lot grading which follows existing topography, environmental protection and enhancement, wide natural buffers and retention of significant natural features.

**Policy 3.166** The Wild Pacific Trail is predominantly a waterfront, natural pathway. Future subdivision must include sufficient highway dedication to allow for the continuity of the trail and vegetated buffer.

The minimum width of the Wild Pacific Trail corridor should be 10 metres, with an average width of at least 15 metres.

Access to the Wild Pacific Trail should be provided at intervals not exceeding 400 metres. Small parking areas should be provided at trail heads.

**Policy 3.167** Gates, guard houses, and other means of restricting public access are not permitted.



**Policy 3.168** Additional parkland, open space, trails and affordable and staff housing are some of the features and amenities that may be secured through agreement, bylaw or other mechanisms.

General Future Comprehensive Planning Area Policies

**Policy 3.169** Public access to the water in all areas is supported, encouraged and intended to be secured including through agreement and dedication.

**Policy 3.170** The area on Seaplane Base Road, surrounding the Recreation Hall, is designated for Future Comprehensive Planning and identified as a potential Industrial expansion area. Industrial uses that need water access will be considered for this area.

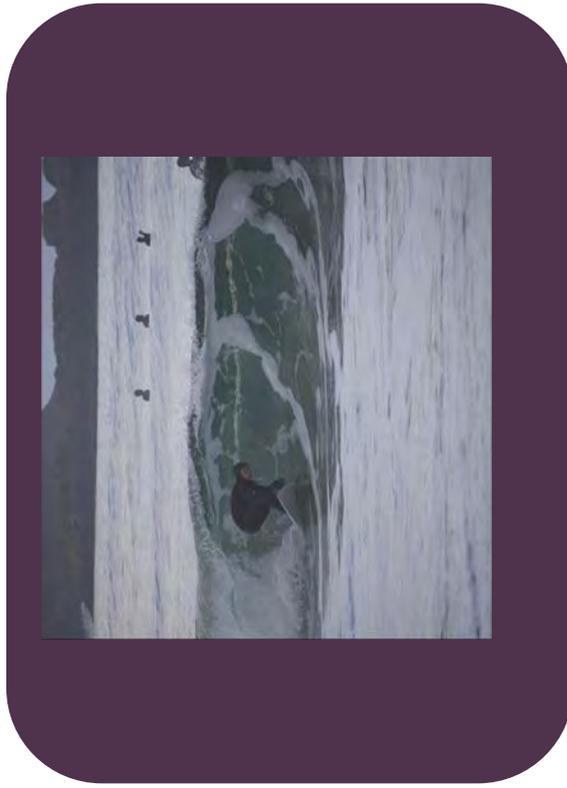
**Policy 3.171** The area on Minato Road north of Peninsula Road is designated for Future Comprehensive Planning. This area is envisioned as a residential community with potential for guest accommodation, with significant tree retention. The shoreline and marine wetlands of Olsen Bay is recognised as having important ecosystem values. No development should approach within 30m of the high water mark of Olsen Bay. A greenbelt should be maintained along stream corridors and the shoreline.

**Policy 3.172** All development proposals are to address and include measures that mitigate or manage the human-wildlife interface.

**Policy 3.173** Developers are to retain an arborist to examine and assess the impact of development and any land clearing on tree/forest cover during subdivision development with the

intention to retain and protect as many healthy trees or pockets of forest cover as possible.

**Policy 3.174** Hyphocus Island is currently zoned as Rural Reserve. The zoning of these lands should allow for limited residential development. This reflects the desired future use as primarily clustered residential pattern with substantial tree retention and significant public open space and institutional (i.e., sewage treatment) uses. This area is not intended for private marina or significant tourist commercial or resort development. Compatible light industrial uses may be considered adjacent to the sewage treatment plant. The community may consider re-designation on advancement of a comprehensive plan that addresses the policies and guidelines of this OCP. The high point of the island should be considered for its potential for emergency evacuation (e.g., in conjunction with a future park or open space at the summit of the island);



**Policy 3.175** Francis Island is recognised as the symbolic entrance to the Harbour. It should not be developed, without intensive investigation of environmental, hazard and archaeological considerations. Access to the beach on the island and a trail around the edge of the Island for recreational purposes may be further explored.

The Island is zoned as Rural Reserve. Acknowledge the private ownership of Francis Island by permitting up to one single family residential dwelling, without secondary suite, B&B, vacation rental or tourist commercial uses.

Encourage and explore means of preservation, and maximum tree retention, with limited public access, including as an amenity for more intensive development of adjacent lands. Potential acquisition for designation as park land is also supported.

**Policy 3.176** The area referred to as District Lot 281 has evolved into a premier location for tourist commercial development as

well as single and multi-family homes. Its prominent position next to Big Beach and its south-west orientation makes this a valuable and defining neighbourhood requiring attention in the form and character of developments. The spectacular landscape sloping gently to the ocean allows impressive vistas for visitors and home owners alike. A sensitive approach must be exercised to avoid over-cutting trees at the expense of the area's natural beauty, for enjoyment by all residents and visitors, and to protect the natural environment.

**Policy 3.177** For areas of land higher than 20 to 30 metres above sea level, development, park dedication and public/open space should be coordinated with the District's Emergency Plan when considering the potential for public vistas, integrated with the multi-use pathway, trail and road network, as well as muster areas within a close walk of development areas.

**Policy 3.178** All new or additional development, including campsites with no individual water supply or no individual sewage disposal facilities, must be connected to the municipal sanitary sewer system.



## REPORT TO COUNCIL

Council Meeting: June 8th, 2023

500 Matterson Drive, Ucluelet, BC V0R 3A0

**FROM:** MONICA WHITNEY-BROWN, PLANNING ASSISTANT

**FILE No:** 3360-20 RZ23-04

**SUBJECT:** REZONING APPLICATION 23-04 – 1626 LARCH ROAD

**REPORT No:** 23-85

**ATTACHMENT(s):** APPENDIX A - APPLICATION

APPENDIX B – UCLUELET ZONING AMENDMENT BYLAW No. 1332, 2023

### RECOMMENDATION(S):

**THAT** Council, with regard to the proposed addition at 1626 Larch Road:

1. Give first and second reading to District of Ucluelet Zoning Amendment Bylaw No. 1332, 2023;
2. Direct staff to give notice for a public hearing to be held on District of Ucluelet Zoning Amendment Bylaw No. 1332, 2023; and
3. Direct staff to give public notice for a development variance permit to reduce required front and rear yard setbacks on the property at 1626 Larch Road.

### BACKGROUND:

The applicant submitted this rezoning application in April, 2023 to increase the Floor Area Ratio and Lot Coverage on their property at 1626 Larch Road (Lot 18, Plan VIP30931, District Lot 282, Clayoquot Land District ) (the “subject property”). The applicant is seeking to renovate their house to accommodate their family needs, and build a secondary suite for long-term housing.

The property is designated R-1 (Single-Family Residential), with neighbouring properties largely consisting of single-family dwellings and some duplex/multi-family properties. The Floor Area Ratio under this zoning in the *District of Ucluelet Zoning Bylaw No. 1160, 2013* is 0.35, and lot coverage maximum is 35%. The subject property is small-ish for the neighbourhood, limiting the applicant’s ability to complete their desired additions without seeking to increase the density allowed on the lot.



Figure 1- Subject Property

#### DISCUSSION:

The applicant is proposing a renovation and addition to their existing single-family dwelling. Their plans include converting the existing attached garage into bedroom space and building an addition on the North side of the property to create a ground floor-garage and a second-storey, 494 ft<sup>2</sup> secondary suite. The purpose of their development would be to accommodate their family better, and to provide an aging-in-place housing suite option for the applicant's father. The proposal adds a unit of long-term housing to the District of Ucluelet, which may someday be offered as long-term rentals. Given the housing shortage facing the community, additions of long-term housing units are considered very supportable. The applicant has provided a letter of intent to support their application (See Appendix A).

While the proposed changes would result in a higher FAR than immediately adjacent properties, the density increase is modest (0.35 to 0.38 FAR, 35% to 37% lot coverage), and the impacts to the streetscape along Larch Road and Holly Crescent would be fairly minimal. The most significant impact would be the variance to allow a reduced rear yard setback. However, due to the configuration of the lot, this rear yard functions more as an interior side-yard. The proposed setback, while small for a rear yard, is larger than what would be permitted for an interior side-yard setback and is akin to the positioning of the neighbouring house on that side.

In addition to the rezoning to allow increases in density, the applicants require a variance to their current setback requirements. The property is on a corner lot, and Ucluelet Zoning Bylaw No. 1160, 2013 states that the front lot line in the case of a corner lot means the shortest lot line abutting the highway. In this case, that would make the subject property's front lot line along Holly Crescent. However, the house has been built to face Larch Road, and is accessed off Larch Road. To accommodate the proposed addition, the applicants need to vary their "rear yard", which is the yard between this property and 1638 Larch Road.

In reviewing this report, Staff also noted that the house is built within the “front yard” setback along Holly Crescent. When the house was built in the late 1970’s, Zoning Bylaw No. 242, 1974 was in place. This bylaw contained much less clear language about how to define front lot line, leaving some discretion that could have led to a change in which lot line was considered front versus side. They may therefore have legal non-conforming status for the siting of the single-family dwelling, but Staff recommend that Council grant a variance to the applicant for their front-yard setback, in order to document compliance with the current Zoning Bylaw. This position of the house in the setback on this side will not be changing at all as a result of this application.

If Council directs it, Staff will give notice for these variances and return the development variance permit to Council for consideration at the same meeting as the public hearing associated with this rezoning application.

**ANALYSIS OF OPTIONS:**

<b>A</b>	Give first and second reading to Bylaw No. 1332, 2022 and direct staff to give notice for a public hearing.	<b><u>Pros</u></b>	<ul style="list-style-type: none"> <li>• Would allow the applicant to expand their SFD to meet their family needs.</li> <li>• Would result in an additional unit of long-term housing being built.</li> </ul>
		<b><u>Cons</u></b>	<ul style="list-style-type: none"> <li>• Would result in a slightly larger building than was originally anticipated for the property.</li> </ul>
		<b><u>Implications</u></b>	<ul style="list-style-type: none"> <li>• Would allow the application to proceed to a public hearing.</li> <li>• Staff time required to arrange public hearing and follow-up report.</li> </ul>
<b>B</b>	Reject the application	<b><u>Pros</u></b>	<ul style="list-style-type: none"> <li>• Unknown</li> </ul>
		<b><u>Cons</u></b>	<ul style="list-style-type: none"> <li>• Would limit the owner’s ability to utilize the property to meet family needs.</li> <li>• Would not result in an additional long-term housing unit built on site.</li> </ul>
		<b><u>Implications</u></b>	<ul style="list-style-type: none"> <li>• The application would not proceed to public hearing.</li> </ul>
		<b><u>Suggested Motion</u></b>	No motion is required.

**POLICY OR LEGISLATIVE IMPACTS:**

This application is consistent with all relevant provisions of the *Official Community Plan* and *Local Government Act*.

**NEXT STEPS:**

If Council gives first readings to the draft Zoning Amendment Bylaw No. 1320, 2022, staff would undertake the necessary notification for a public hearing to be held at a date to be determined.

**Respectfully submitted:** Monica Whitney-Brown, Planning Assistant  
 Bruce Greig, Director of Community Planning  
 Duane Lawrence, CAO



To whom it may concern,

We would like to add a small addition on our home to create a bit more space for our family. (We have two children, one of which is now 14 a teenager and she would tell you as she tells me on a daily basis, she deserves her own room sharing with her younger brother is no longer acceptable). We are asking to bring the front of our house out 6 feet to give more space, and we would like to tun our existing Garage into living space and a second bathroom as I'm sure you could imagine a family of four to share one bathroom can be horrible. We wish to add a garage to the side of our home and make it two story to add long-term Living suite/ In-law suite above the garage. This space would not be used for vacation rental, rather for my father to live in since my mom passed, we would like him to be with us.

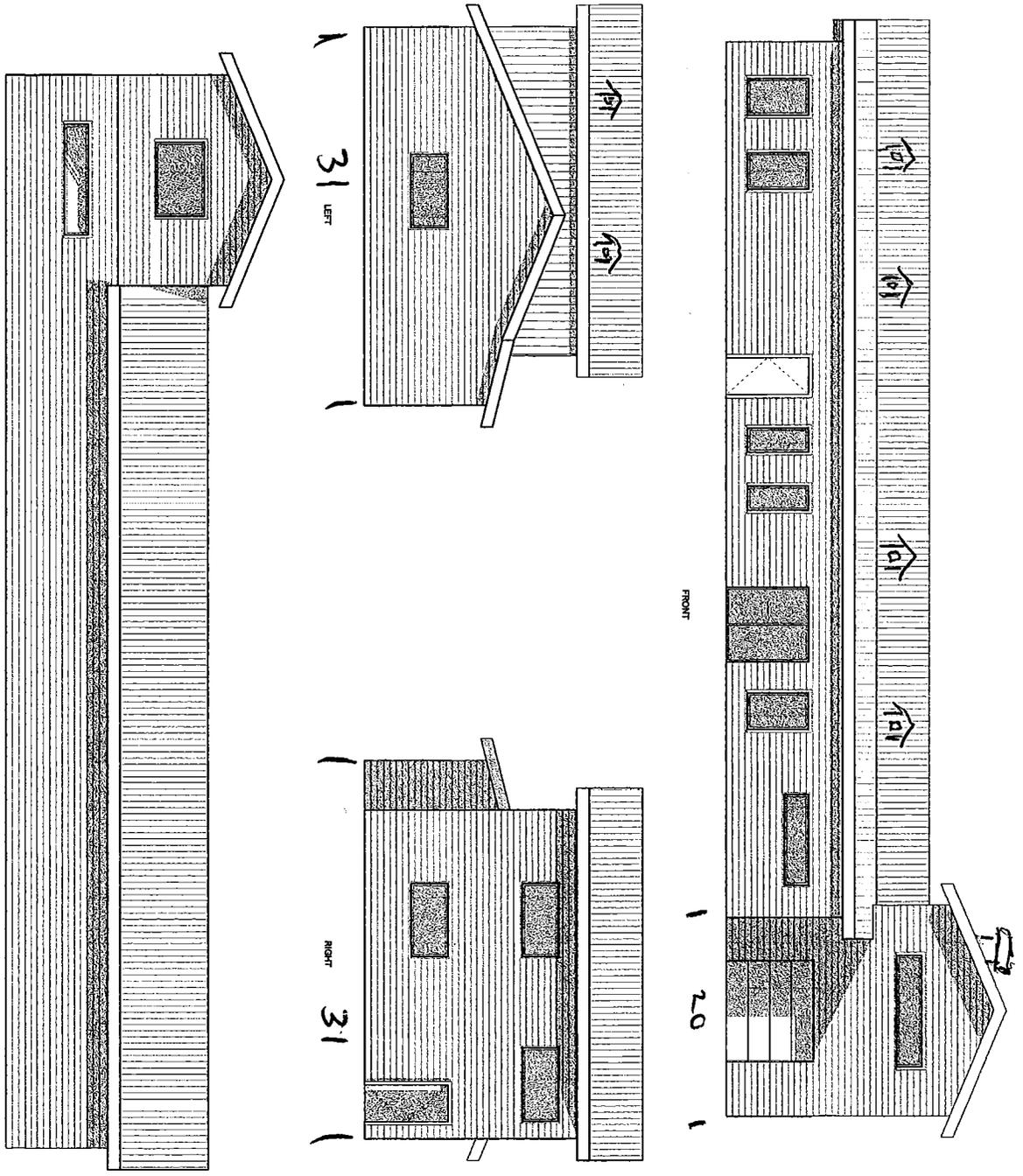
Thank you for your consideration

Mills Family

(Shaun, Kellie, Katie and Bentley Mills)

Proposed Elevation  
1/2" = 1'-0"

This is showing what we would like to do. Add a garage 20' x 31' on side of our house with a second story for a apartment to be added, we would also like to add 6" to the front of our house



		PO BOX 1087 TORNO BC, V8R 2Z0 info@nector.ca www.nector.ca
<b>1626 LARCH RD</b> UCLUELET, BC V0R 3A0		
Project: MILLIS Drawn By: B.F. Sheet Size: 24x36 Date: 8-2-07 Revisior:	For: Sheet Title: Proposed Elevation	Scale: Sheet Number: <b>A2.00</b>

**DISTRICT OF UCLUELET****Zoning Amendment Bylaw No. 1332, 2023**

A bylaw to amend the "District of Ucluelet Zoning Bylaw No. 1160, 2013".  
(1626 Larch Road)

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

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

**1. Text Amendment:**

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

- A. adding the following subsection (2) to section R-1.7 in alphanumerical order, as follows:

"R-1.7.2 Notwithstanding other regulations in this bylaw, on the lands legally described as Lot 18, Plan VIP30931, District Lot 282, Clayoquot Land District, PID 001197835 (1626 Larch Road) the following regulations apply:

- 1) Maximum Floor Area Ratio: 0.38
- 2) Maximum Lot Coverage: 37%

**2. Citation:**

This bylaw may be cited as "District of Ucluelet Zoning Amendment Bylaw No. 1332, 2023".









## REPORT TO COUNCIL

Council Meeting: June 8, 2023

500 Matterson Drive, Ucluelet, BC V0R 3A0

**FROM:** BRUCE GREIG, DIRECTOR OF COMMUNITY PLANNING

**FILE NO:** 6630-24 HAF

**SUBJECT:** CMHC HOUSING ACCELERATOR FUND

**REPORT NO:** 23- 89

**ATTACHMENT(S):** APPENDIX A - HAF PROGRAM HIGHLIGHTS

### RECOMMENDATION(S):

**THAT** Council direct staff to prepare an application to the CMHC Housing Accelerator Fund (HAF) program as a strategic priority.

### BACKGROUND:

This spring, the Government of Canada announced through the Canada Mortgage and Housing Corporation (CMHC) a new, one-time Housing Accelerator Fund (HAF) program available to local governments. An information sheet on the program is attached in **Appendix "A"**.

Staff have attended information sessions and have researched the details – to the extent that they are available – on the program. The HAF application process is expected to open in early July, with a 45-day window to submit a complete application. This is a very short turnaround – therefore the CMHC is encouraging local governments to start early to prepare their applications.

The goal of the \$2 billion federal HAF program is twofold: to provide incentive for the creation of 100,000 more housing units (above what would have been built otherwise) across the country over four years, and to create long-term structural changes to streamline how housing developments are approved by local communities. The overall goal is to create more supply - and more diverse forms - of housing.

Two required components of a HAF application are:

1. an **action plan** with specific initiatives aimed at accelerating the development of new housing; and,
2. a **funding plan**, which is quite flexible.

### Discussion:

Ucluelet's current position and direction appears to align well with the HAF program; a number of actions that are already forecast by the OCP and the recent strategic planning discussions of Council could count as actions eligible under the HAF program. Funding from the HAF program

could provide the capacity to tackle a number of projects and changes sooner rather than later. Deciding to pursue the HAF program would commit staff time to this initiative; it means a commitment to improving the local context for new housing development.

The measure that CMHC is using, both for projections and confirming funding, is the number of *building permits issued*. Of course there are variables that affect construction activity which are beyond the control of a local government (such as market fluctuations and individual property owners' decisions), so there is some risk that committing to the program might not result in receiving the full funding amounts. That said, there is arguably a benefit to pursuing the program anyway; even partial success and funding would be significant - and if fully realized could result in a major influx of funding that could be applied to housing initiatives, infrastructure and other areas of municipal capacity.

An initial look at initiatives that Ucluelet could undertake within the "action plan" framework of the HAF program includes items such as the following:

- A. streamline processes:
  - i. delegate authority for issuing Development Permits;
  - ii. delegate authority for issuing variances when creating new accessory housing units;
  - iii. develop terms of reference for environmental DP studies;
  - iv. pre-zone appropriate lands for multi-family housing;
- B. update regulations:
  - i. permit secondary suites and accessory dwelling units in all residential zones;
  - ii. adopt a policy of targeting 75% of housing in new developments to be attainable by Ucluelet residential households;
  - iii. remove resort condo uses from commercial mixed-use zones to prioritize mixed-use forms of housing;
  - iv. control the number of short-term vacation rentals in existing residential neighbourhoods;
  - v. remove short-term vacation rentals from zoning in new residential neighbourhoods;
  - vi. apply rental-only zoning to existing and future rental housing developments;
  - vii. update the Building bylaw;
  - viii. review and update form & character Development Permit Area guidelines;
  - ix. develop new Development Application Procedures bylaw;
- C. create incentives:
  - i. initiate and communicate an "amnesty" program for legalizing secondary suites;
  - ii. waive permit fees for legalizing existing secondary suites;
  - iii. create a prospective applicant information package and checklist for ADU's;

- iv. waive permit fees for creating new accessory dwelling units (secondary suites or ADU's);
  - v. require an occupied accessory dwelling prior to permitting a short-term rental;
  - vi. create a municipal grant program for building new secondary suites and ADU's;
  - vii. explore the use of local improvement charges as a financing option for the creation of new accessory dwellings;
- D. ensure infrastructure is aligned with community goals and supports new housing:
- i. update the Development Cost Charges bylaw to align with updated infrastructure master plans and long-term capital plans;
  - ii. update Subdivision and Development Servicing Standards bylaw to streamline the creation of low-impact development and green infrastructure;
  - iii. review infrastructure master plans to ensure infill and densification are prioritized and adequately serviced;
- E. develop affordable housing:
- i. partner with non-profit housing developers and operators to create new non-market housing;
  - ii. develop a Housing Authority function to support the application, vetting and monitoring of affordable housing units and housing agreements;
  - iii. support for-profit developers of attainable and affordable housing;
  - iv. support the development of workforce housing;
- F. improve municipal systems:
- i. complete asset management program and long-term capital strategy;
  - ii. streamline permit processing and filing systems;
  - iii. offer a 5-day residential building permit stream;
- G. improve regional context for housing:
- i. understand development goals of local Indigenous communities and, through servicing agreements, provide support (e.g., infrastructure, services) where appropriate;
  - ii. develop better protocols for referral on new major developments;

Many of these initiatives align with department work plans and strategic directions discussed by Council.

Funding from the HAF program could be used for a wide range of initiatives – either specifically to advance actions within the HAF program (e.g., hiring staff or consultants, purchasing land, installing services, building affordable housing) or more broadly to support housing and community infrastructure (e.g., contributing to infrastructure reserves, improving parks and trails or transportation infrastructure).

### Is “accelerating growth” sustainable?

The HAF program is explicitly aimed at accelerating housing development - which may seem contrary to the idea of finding a sustainable balance of growth, development, carbon emissions and other environmental impacts, etc. The current OCP includes the goal of pursuing a “low-ish” growth rate of roughly 1% annual population growth over the next 30 years.

Growth does not historically proceed in a linear manner; more typical is an oscillating pattern of rapid cycles and slow cycles, usually relating to fluctuations in the economy. The past few years have been a busy period in Ucluelet. Since about 2016 the town has been experiencing something of a boom – higher than the “low-ish” overall desired growth rate.

At the same time, the *West Coast Land Use Demand Study* and the *Ucluelet Housing Needs Report* both identified an unmet need (somewhere between 250 to 400 units) for housing to serve Ucluelet residents, particularly rental and more affordable forms of housing. Whether accelerating housing development is a good idea depends on whether the resulting **type** of housing is improving the housing situation in the community. An accelerated growth bubble may arguably prove more sustainable if it results in catching up to the unmet community housing demand. Therefore, any growth initiatives should be targeted to those forms of housing.

A separate report has been prepared for a Committee-of-the-Whole discussion on overall growth options. That is certainly a related discussion which can happen in parallel if Council wishes to further explore participation in the HAF program.

#### ANALYSIS OF OPTIONS:

A	Pursue a HAF program application.	<u>Pros</u>	<ul style="list-style-type: none"> <li>• Could result in accelerating the development of needed forms of housing to meet community needs.</li> <li>• Could provide substantial new funding to the District.</li> </ul>
		<u>Cons</u>	<ul style="list-style-type: none"> <li>• Would delay other strategic priorities of Council.</li> </ul>
		<u>Implications</u>	<ul style="list-style-type: none"> <li>• Staff would prioritize developing the housing projections, action plan and funding plan to be ready for the HAF intake.</li> </ul>
B	Focus on other initiatives.	<u>Pros</u>	<ul style="list-style-type: none"> <li>• Would leave staff capacity to focus on other strategic priorities of Council.</li> </ul>
		<u>Cons</u>	<ul style="list-style-type: none"> <li>• May forego an opportunity for additional funding to support municipal functions.</li> </ul>
		<u>Implications</u>	<ul style="list-style-type: none"> <li>• Staff would continue with current workplans.</li> </ul>
		<u>Suggested Motion</u>	No motion is required.







## Housing Accelerator Fund — Highlight Sheet

The **Housing Accelerator Fund (HAF)** will provide incentive funding (contributions) to local governments to encourage local initiatives that remove barriers to housing supply, accelerate the growth of supply and support the development of complete, low-carbon and climate-resilient communities which are affordable, inclusive, equitable and diverse.

The HAF is expected to result in permits being issued for 100,000 more housing units across Canada.

### ELIGIBILITY

Local governments within Canada, including First Nations, Métis and Inuit governments who have delegated authority over land use planning and development approvals are eligible to apply to the HAF. In the absence of a municipal-level authority, a regional district or province or territory that has authority for land use planning and development approvals may also apply to the HAF.

### FUNDING

There are two application streams:

- **Large/Urban:** A jurisdiction located anywhere in Canada with a population<sup>1</sup> equal to or greater than 10,000, excluding those within a territory or an Indigenous community.
- **Small/Rural/North/Indigenous:** A jurisdiction located anywhere in Canada with a population<sup>1</sup> less than 10,000 or within one of the territories or an Indigenous community.

<sup>1</sup> Population based on 2021 census data.

The HAF is about driving transformational change and creating the conditions for more housing supply over the short and longer term. The HAF is intended to incent applicants to commit to change, show progress and be provided with funding in return. If approved to participate in the HAF program, proponents can use HAF funding towards permitted uses of funds. There are prescribed uses, which fall under the following four categories:

- Investments in Housing Accelerator Fund Action Plans
- Investments in Affordable Housing
- Investments in Housing-related Infrastructure
- Investments in Community-related Infrastructure that supports housing.

There will be mandatory reporting on the use of HAF funding.

## MINIMUM REQUIREMENTS

To be eligible for incentive funding, the applicant must:

- Develop an action plan as part of their HAF application. The purpose of the action plan is to outline supply growth targets and specific initiatives to grow housing supply and speed up housing approvals.
- Commit to a housing supply growth target within the action plan that increases the average annual rate of growth by at least 10%. The growth rate must also exceed 1.1%.
- Complete or update a housing needs assessment report. This requirement may be waived if the applicant recently completed or updated a housing needs assessment.

The applicant must also agree to adhere to the reporting requirements of the program.

### Action Plans

The action plan will include: (1) a housing supply growth target, which reflects the total number of permitted housing units projected with the support afforded by the HAF (2) additional targets related to the type of housing projected, as well as affordable housing and (3) proposed initiatives such as measures to increase density, revise parking requirements, enhance processes or systems, etc. that will help the applicant achieve their committed targets

and support the objectives of the program. The minimum number of initiatives that must be included in the action plan depends on the stream.

- **Large/Urban:** A minimum of seven initiatives.
- **Small/Rural/North/Indigenous:** A minimum of five initiatives.

Applicants are encouraged to select from a list of initiatives that will be provided by CMHC. There is flexibility for CMHC to consider alternative initiatives proposed by applicants. Actions that do not support the objectives of the program will not be considered.

## EVALUATION CRITERIA

CMHC will review all applications to determine if they meet program requirements of the HAF. The following criteria will be used to evaluate an application:

- The commitment to increase housing supply (exceeding minimum growth expectations)
- The relevance of proposed initiatives to the objectives of the HAF
- The effectiveness of proposed initiatives on increasing the supply of housing
- The presence of a current housing needs assessment report is considered an asset.

## FUNDING METHODOLOGY

A framework (see funding example) will be used to determine the amount of incentive funding per successful applicant. There are three components of the framework: (1) base funding, (2) top-up funding and (3) an affordable housing bonus. For the base funding, the per unit amount will be higher for applications pertaining to the territories or Indigenous communities. Committed targets would be included in the action plan and reflected in the contribution agreement.

1. **Base funding** is designed to incent all types of supply across the housing spectrum. The per unit amount will be multiplied by the number of HAF incented units.

2. **Top up funding** is designed to incent certain types of housing supply. Top up funding will depend on the type of housing and the associated projected increase in the number of permitted units. There is no top up funding available for single detached homes. The value ascribed to each category will be multiplied by the associated projected increase in the number of permitted units.
3. **Affordable housing bonus** is designed to reward an applicant that can increase its share of affordable housing units relative to the total projected permitted units with the support afforded by the HAF. The percentage growth will be multiplied by the ascribed value and then by the total projected permitted units with the support afforded by the HAF.

## FUNDING EXAMPLE

**Table 1: Base Funding**

	Total projected permitted units without HAF	Total projected permitted units with HAF	HAF incented units	Per unit amount	Base funding amount
Base funding	5,500	6,000	500	\$20,000*	\$10,000,000

A total of 500 HAF incented units \* \$20K per unit = \$10M.

\* All per unit amounts for the base funding, top up funding and affordable housing bonus are estimated amounts that may assist potential applicants for budgeting purposes. CMHC may adjust these amounts and this flexibility is to help ensure that CMHC can support higher than anticipated housing supply growth targets and outcomes across Canada within the overall program funding.

**Table 2: Top-up Funding**

	Total projected permitted units without HAF by type of housing	Total projected permitted units with HAF by type of housing	Increase in housing type (#)	Per unit amount	Top-up funding amount
Single detached homes	2,000	2,100	100	\$0	\$0
Multi-unit housing (in close proximity to rapid transit)	400	450	50	\$15,000*	\$750,000
Multi-unit housing (missing middle)	1,000	1,250	250	\$12,000*	\$3,000,000
Multi-unit housing (other)	2,100	2,200	100	\$7,000*	\$700,000
Total units	5,500	6,000	500		
Top up funding					\$4,450,000

For example, an increase of 250 missing middle housing units \* \$12K per unit = \$3M.

\* All per unit amounts for the base funding, top up funding and affordable housing bonus are estimated amounts that may assist potential applicants for budgeting purposes. CMHC may adjust these amounts and this flexibility is to help ensure that CMHC can support higher than anticipated housing supply growth targets and outcomes across Canada within the overall program funding.

**Table 3: Affordable Housing Bonus**

	Total projected affordable units permitted without HAF (%)	Total projected affordable units permitted with HAF (%)	Increase in the share of affordable housing units (%)	Per unit amount	Affordable housing bonus amount
Affordable housing bonus	2.00%	3.50%	1.50%	\$19,000*	\$1,710,000

An increase in the share of affordable housing units of 1.50% \* 6000 total projected permitted units with HAF

\* \$19K per unit = \$1.71M.

\* All per unit amounts for the base funding, top up funding and affordable housing bonus are estimated amounts that may assist potential applicants for budgeting purposes. CMHC may adjust these amounts and this flexibility is to help ensure that CMHC can support higher than anticipated housing supply growth targets and outcomes across Canada within the overall program funding.

**Total Incentive Funding:**  
**\$16,160,000**  
 Base funding (\$10M) + top up funding (\$4.45M) + affordable housing bonus (\$1.71M) = \$16.16M

**The average amount for each HAF incented unit is: \$32,320**  
 Total incentive funding of \$16.16M / the number of HAF incented units of 500 = \$32,320

## MINIMUM DOCUMENTATION REQUIREMENTS

Minimum documentation to support an application under the HAF:

- Completed application form, including action plan
- Signed integrity declaration
- Most recent audited financial statements (if not available publicly)
- Current housing needs assessment report (if available at time of application)
- Attestation letter signed by the applicant’s Chief Financial Officer (or equivalent) using the prescribed form on viability of the action plan.

## ADVANCING SCHEDULE

There will be a total of four advances to successful applicants, with one advance planned for each year of the program. An upfront advance will be provided in the first year to assist proponents with implementing action plans. Subsequent payments will be subject to conditions, including satisfactory progress reviews.

## REPORTING REQUIREMENTS

There are three main reporting obligations under the HAF that relate to progress on the initiatives and commitments outlined in the action plan, supporting data on housing units permitted during the reporting period and reporting that confirms that HAF funding was used for a permitted purpose.

## APPLICATION PROCESS

The following provides a high-level overview of the application process for HAF:

### 1. HAF program details announced

- CMHC publishes program parameters and pre-application reference material, including an action plan template on its [website](#)<sup>2</sup>

### 2. Potential applicants consider the HAF

- Applicants assess their own local context, including housing challenges and opportunities

### 3. Applicants develop action plans

- Applicants develop an action plan unique to their needs in support of HAF, aligned with the prescribed template
- Applicants obtain necessary approvals<sup>3</sup>

### 4. CMHC is ready to accept applications

- CMHC invites applicants to apply<sup>4</sup>
- CMHC's intake portal opens for application submissions
- Applicants submit application, including the action plan<sup>5</sup>

### 5. Evaluation and selection

- CMHC will evaluate and prioritize applications and obtain final approvals<sup>6</sup>
- Once approvals and final funding decisions are made, CMHC will advise applicants of the outcome

### 6. Contribution agreement

- If approved, CMHC will confirm the total amount of funding
- The proponent signs the contribution agreement<sup>7</sup>
- First advance processed following signing of the agreement

This material is provided for informational purposes and provides program highlights only. This information is subject to change at any time. CMHC does not guarantee or warrant that the program highlights are complete, adequate, or up-to-date. Additional information on the program can be found within the pre-application reference material made available on CMHC's [website](#)<sup>2</sup>. The contribution agreement shall include the terms and conditions of the program and govern the obligations of the recipient and CMHC.

<sup>2</sup> <https://www.cmhc-schl.gc.ca/en/professionals/project-funding-and-mortgage-financing/funding-programs/all-funding-programs/housing-accelerator-fund>

<sup>3</sup> All action plans must be approved by elected Council (or equivalent, including delegated authority) and include an attestation of the applicant's Chief Financial Officer (or equivalent) on the viability of the plan. The attestation must be obtained by the applicant before applying to the HAF. The approval may be obtained by the applicant before applying to the HAF and is required before the contribution agreement is signed.

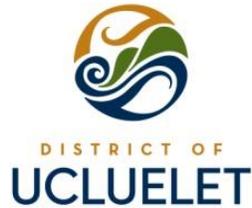
<sup>4</sup> CMHC will encourage several anticipated growth leaders within the large/urban stream to apply to the HAF in advance of the intake portal opening. These are cities that are expected to contribute significantly towards the 100K unit target for the HAF. Considering these cities earlier in the process will assist CMHC in managing the overall funding envelope.

<sup>5</sup> There is only one planned intake window. All applicants interested in applying to the HAF must meet the submission deadline.

<sup>6</sup> CMHC will consider take-up across jurisdictions and may adjust application rankings to support a national distribution. CMHC will make formal recommendations to the Minister of Housing and Diversity and Inclusion.

<sup>7</sup> If not already obtained, Council approval (or equivalent) of the action plan is required before the proponent enters into the contribution agreement.





## REPORT TO COUNCIL

Council Meeting: June 8, 2023

500 Matterson Drive, Ucluelet, BC V0R 3A0

**FROM:** JOHN TOWGOOD, MUNICIPAL PLANNER

**FILE No:** 3060-20 DP22-03 / 3090-20 DVP23-05

**SUBJECT:** DVP FOR RESIDENTIAL ADDITION AT 272 MAIN STREET

**REPORT No:** 23- 87

**ATTACHMENT(s):** APPENDIX A - APPLICATION  
APPENDIX B – REPORT TO COUNCIL AUGUST 16, 2022

### RECOMMENDATION(S):

THAT Council, with regard to the proposed residential addition at 272 Main Street (Lot 1, District Lot 282, Clayoquot District, Plan 12287) direct staff to give notice for Development Variance Permit DVP23-05.

### BACKGROUND:

This Development Permit (DP) and Development Variance Permit (DVP) application for a proposed 3-storey residential dwelling addition to an existing mixed commercial/residential building located at 272 Main Street was received on the February 21, 2023 (**Appendix “A”**).

A similar application was reviewed by Council at it August 16, 2022, regular meeting and was defeated with the discussion focused on concerns related to not providing parking and increasing density. The earlier report is attached as **Appendix “B”** and should be referred for details on the proposed built form and to understand the totality of the original proposal.

### DISCUSSION:

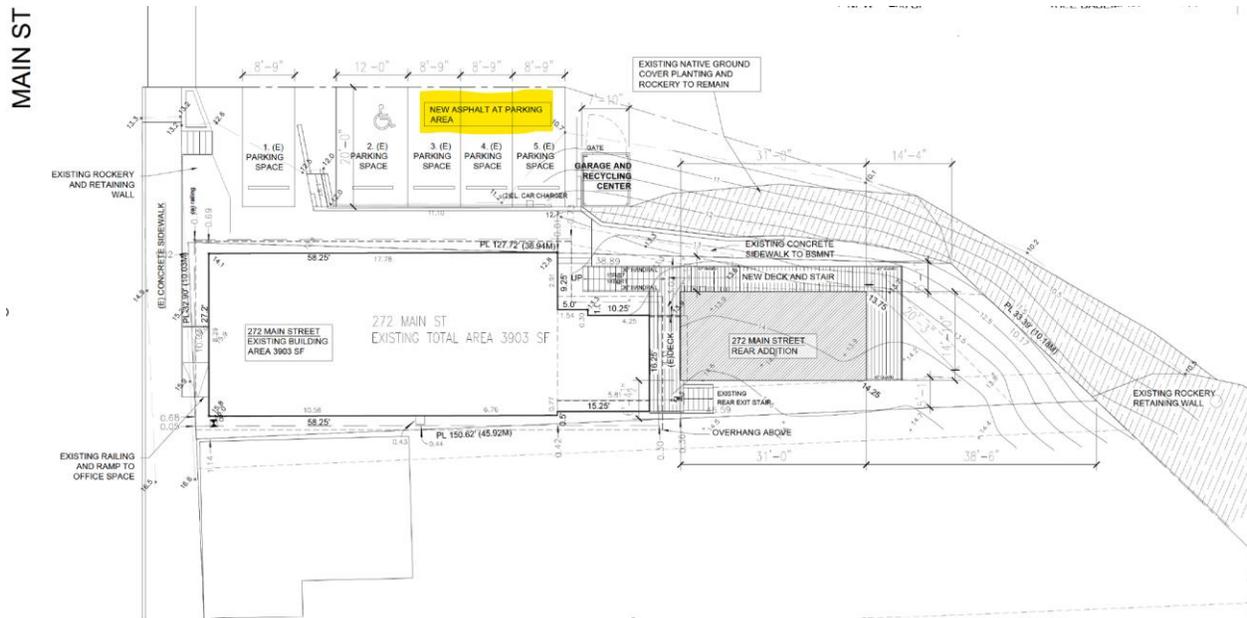
The form and materials of the proposed building has not changed from the original application with the main changes in the application being as follows:

1. How the building is being considered in terms of the required parking

In the previous application the proposed addition to the mixed-use building was required to provide 2 parking spaces (serving both residential and commercial uses). The property’s single permitted residential use is Mixed Commercial/Residential defined as follows:

*“Mixed Commercial/Residential” means the use of a building containing a combination of:  
(a) commercial uses that are otherwise permitted within the Zone on any storey, including commercial tourist accommodation uses not on the first storey, and*





(Figure 2 - Current Application)

**VARIANCES REQUESTED:**

The variances requested are as follows:

1. A residential use located on the ground floor, whereas section 103-Definitions, of the Ucluelet Zoning Bylaw No. 1160, 2013 requires the proposed residential uses be located exclusively at the second storey or higher.
2. Pay for 100% (1 space) of required parking, whereas section 505.1 of the Ucluelet Zoning Bylaw No. 1160, 2013, allows that up to 50% of required off street parking may be paid for by cash-in-lieu.
3. A minimum exterior side yard setback of 0.22m from the lot line abutting Helen Road, whereas section CS-1.6.1 (1) (d) of the Ucluelet Zoning Bylaw No. 1160, 2013 requires 1.5m;

**ANALYSIS OF OPTIONS:**

While it is not ideal to create a residence within the Village Square without on-site parking, the zoning bylaw does permit a cash-in-lieu equivalency. It is also important to consider that smaller residential units such as what is being proposed are a needed housing form in the community.

<b>A</b>	Give notice for the DVP	<b><u>Pros</u></b>	<ul style="list-style-type: none"> <li>Allows for the immediate neighbourhood to provide Council with feedback on the variance requests.</li> </ul>
		<b><u>Cons</u></b>	<ul style="list-style-type: none"> <li>Unknown.</li> </ul>
		<b><u>Implications</u></b>	<ul style="list-style-type: none"> <li>Staff time will be spent for the notification.</li> </ul>

<b>B</b>	Deny the application	<u>Pros</u>	<ul style="list-style-type: none"> <li>• Would not impact on-street parking in the area.</li> </ul>
		<u>Cons</u>	<ul style="list-style-type: none"> <li>• The residence proposed would not be built.</li> </ul>
		<u>Implications</u>	<ul style="list-style-type: none"> <li>• Would send a clear message to the applicant that further development of this property without on-site parking is not supported by Council</li> </ul>
		<u>Suggested Motion</u>	<ul style="list-style-type: none"> <li>• No motion necessary</li> </ul>
<b>C</b>	Provide alternative direction to the applicant of changes necessary to further consider the application	<u>Pros</u>	<ul style="list-style-type: none"> <li>• Gives the applicant clear direction on how to proceed with their applicant</li> </ul>
		<u>Cons</u>	<ul style="list-style-type: none"> <li>• The application is delayed</li> </ul>
		<u>Implications</u>	<ul style="list-style-type: none"> <li>• The Applicant would need to reconsider their application</li> </ul>
		<u>Suggested Motion</u>	THAT Council, defer consideration of this application till [provide alternative direction here]

**POLICY OR LEGISLATIVE IMPACTS:**

This application complies with the *Official Community Plan* bylaw and the *Local Government Act*

**NEXT STEPS:**

If the application is approved by Council:

- Staff will give the required statutory notification.
- The application will be brought back to Council at which point the public can provide feedback.

Respectfully submitted:            John Towgood, Municipal Planner  
    Bruce Greig, Director of Planning  
    Duane Lawrence, Chief Administrative Officer

## ***DLP Architecture inc. Architecture ~ BEC***

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#202 460 Nanaimo St - Vancouver BC – V5L4W3 - T: 778-889-6849 www.dlpdesigns.com

Feb 9, 2023

### **272 MAIN ST – PASSIVE HOUSE ADDITION**

ATTN: DIRECTOR OF PLANNING AND COUNCIL

Please accept for review the attached Development Permit drawings for a residential addition to the existing commercial building at 272 main St. Currently, the building contains 2 commercial tenants and 1 residential caretakers suite.

The design proposed is a basement plus 2 level residential addition at the rear of the current building and connected at the existing crawlspace storage room.

Each level of the addition will be approximately 460sf adding to the existing building area of 3739sf for a total of 5119sf or 1.31 FAR. This is below the permitted density of 2.0 FAR.

The addition will have a height of 31.5', below the allowable 35ft max.

The building is within all required setbacks and below the allowable site coverage of 0.85.

This design proposes to enhance the town core by adding density and a high quality contemporary building that will be visible from the waterfront and aquarium promenade. The addition will be certified to the international passive house standard and produce almost its entire required energy.

We see this beautification of an existing building in the town core as a proposal in keeping with the current plan to improve the Village Square also in line with the pending Village Green Revitalization.

The design is evocative of west coast cannery buildings of the past with corrugated metal siding and mid slope vaulted gable roofs and simple forms.

We are proposing 9 secure bike stalls fully within the basement space in lieu of one of the 2 parking stalls required by the addition of a single residential unit. For the second parking stall we are proposing a payment in lieu. There is no possibility to feasibly add parking on this small site considering the scope of the addition and site conditions.

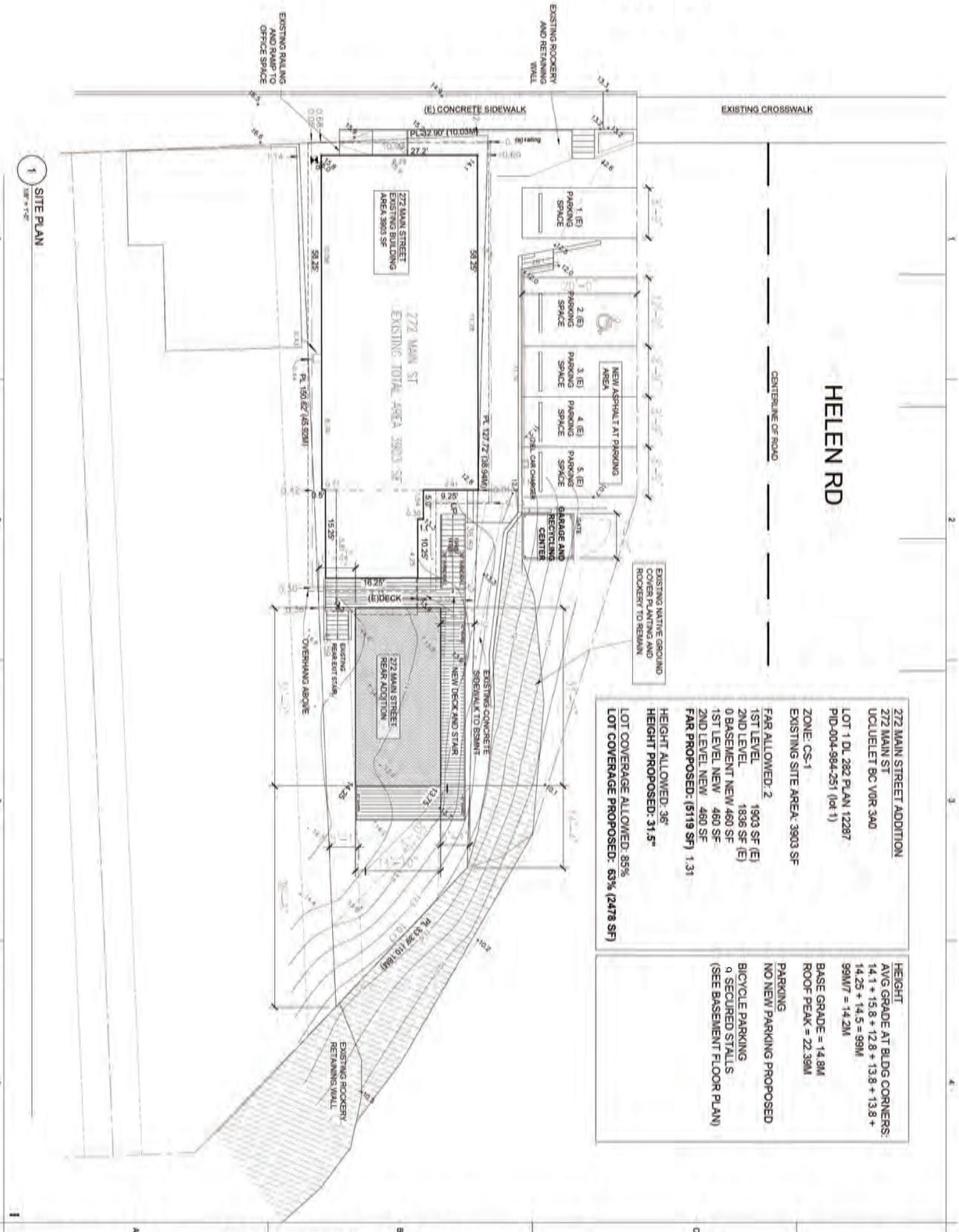
We are also seeking a dedicated location for garbage and recycling at mid-property on Helen Rd

List of Variances requested:

1. Side-yard setback projection at north deck of new addition.

Sincerely,  
D. Lucio Picciano Architect AIBC CPHD

MAIN ST



1 SITE PLAN  
1/8" = 1'-0"

**272 MAIN STREET ADDITION**  
 272 MAIN ST  
 UCLULET BC V0R 340  
 LOT 1 DL 282 PLAN 12287  
 PID-004-984-251 (lot 1)  
 ZONE: CS-1  
 EXISTING SITE AREA: 3903 SF

**FAR ALLOWED: 2**  
 1ST LEVEL: 1803 SF (E)  
 2ND LEVEL: 1838 SF (E)  
 0 BASEMENT NEW 460 SF  
 1ST LEVEL NEW 460 SF  
 2ND LEVEL NEW 460 SF  
**FAR PROPOSED: (5119 SF) 1.31**

**HEIGHT ALLOWED: 36'**  
**HEIGHT PROPOSED: 31.5'**

**LOT COVERAGE ALLOWED: 85%**  
**LOT COVERAGE PROPOSED: 63% (2478 SF)**

**HEIGHT**  
 AVG GRADE AT BLDG CORNERS:  
 14.1 + 13.8 + 12.8 + 13.8 + 13.8 +  
 14.25 + 14.5 = 99M  
 99M/7 = 14.2M  
**BASE GRADE = 14.8M**  
**ROOF PEAK = 22.36M**

**PARKING**  
 NO NEW PARKING PROPOSED  
**BICYCLE PARKING**  
 9 SECURED STALLS  
 (SEE BASEMENT FLOOR PLAN)

**ARCHITECTURE**  
**dip**  
 3611 15th Street  
 Vancouver BC V6P 1K2

**PROJECT**  
 272 MAIN ST  
 REAR ADDITION

**OWNER:**  
 DVP DESIGNS INC.  
 3655 GARDNER ST  
 VANCOUVER BC V6N 1S9

**PROJECT ADDRESS:**  
 272 MAIN STREET  
 UCLULET BC

**DATE:** 07-04

**PROJECT NO.:** 07-04

**DESIGNER:** [Signature]

**PROJECT NO. & ADDRESS:** [Signature]

**OWNER APPROVAL:** [Signature]

**DATE:** APRIL 13 2022

**ISSUE INFORMATION:**

**DATE:** APRIL 13 2022

**PROJECT NO.:** 07-04

**PROJECT NAME:** 272 MAIN STREET REAR ADDITION

**PROJECT ADDRESS:** 272 MAIN STREET UCLULET BC

**PROJECT NO.:** 07-04

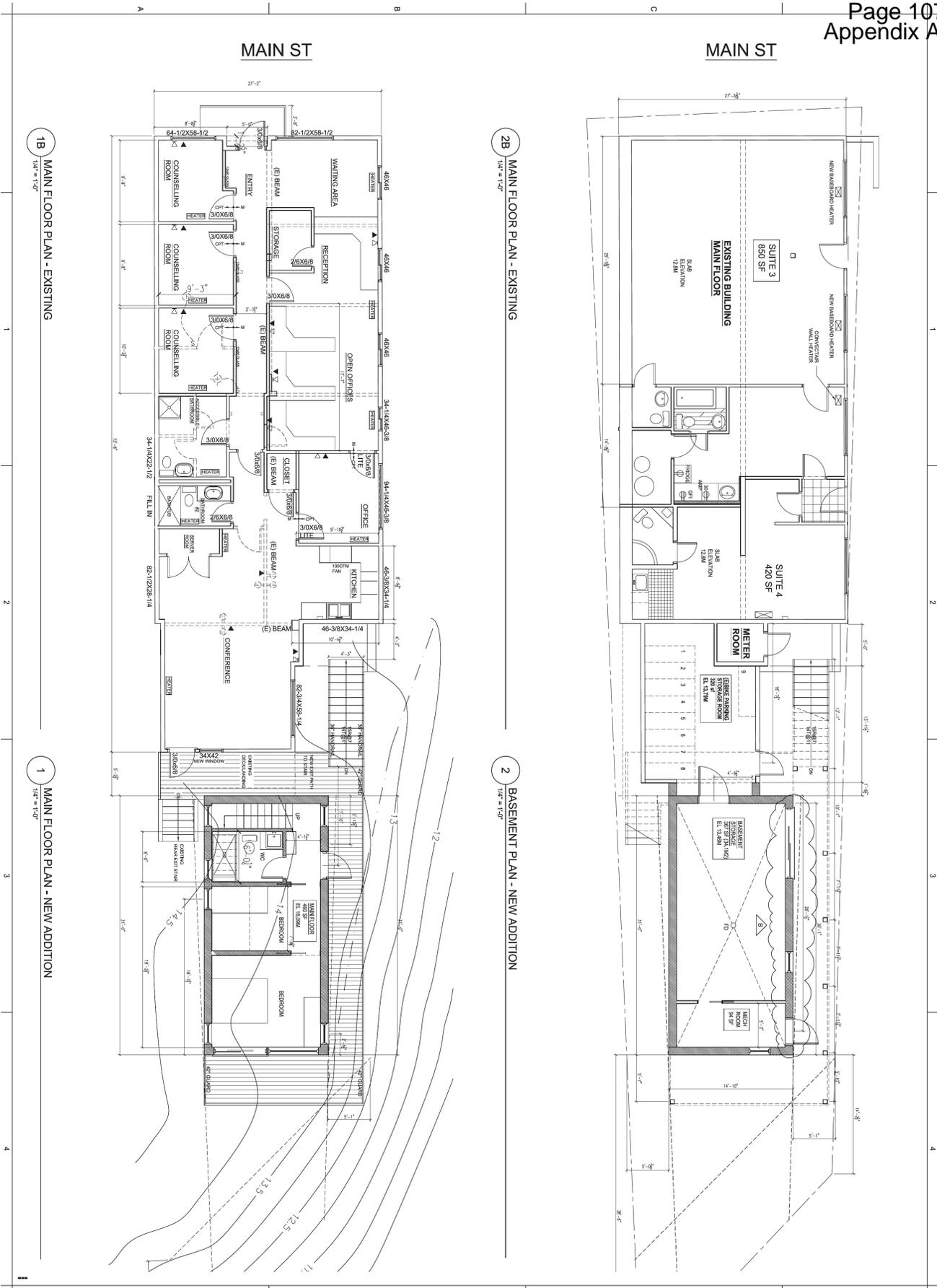
**PROJECT NAME:** 272 MAIN STREET REAR ADDITION

**PROJECT ADDRESS:** 272 MAIN STREET UCLULET BC

**PROJECT NO.:** 07-04

**PROJECT NAME:** 272 MAIN STREET REAR ADDITION

**PROJECT ADDRESS:** 272 MAIN STREET UCLULET BC



1B MAIN FLOOR PLAN - EXISTING  
1/4" = 1'-0"

2B MAIN FLOOR PLAN - EXISTING  
1/4" = 1'-0"

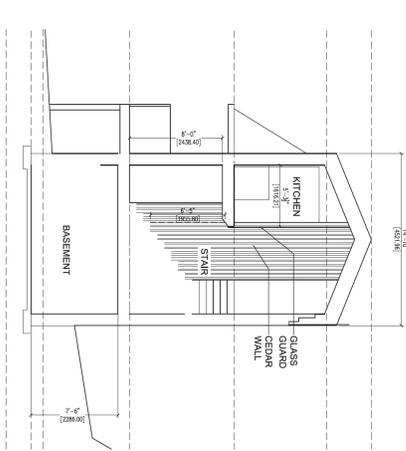
1 MAIN FLOOR PLAN - NEW ADDITION  
1/4" = 1'-0"

2 BASEMENT PLAN - NEW ADDITION  
1/4" = 1'-0"

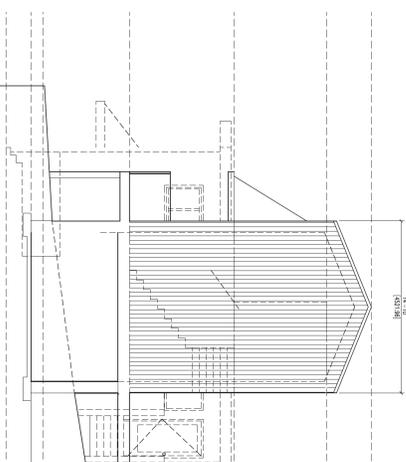
<p>ARCHITECTURE <b>dip</b> ARCHITECTURE</p> <p>UNIT 1 - 1155 E 5th Ave Winston-Salem, NC 27101-1102</p>		<p>PROJECT: <b>272 MAIN ST REAR ADDITION</b></p>																			
<p>PROJECT ADDRESS: 272 MAIN STREET DOUGLETT, NC</p>		<p>OWNER: DJP DESIGNS INC 3322 DYNAMIC ST WYNWOODER, NC 28099</p>																			
<p>REVISIONS</p> <table border="1"> <thead> <tr> <th>NO.</th> <th>DATE</th> <th>DESCRIPTION</th> </tr> </thead> <tbody> <tr> <td>1</td> <td></td> <td></td> </tr> <tr> <td>2</td> <td></td> <td></td> </tr> <tr> <td>3</td> <td></td> <td></td> </tr> <tr> <td>4</td> <td></td> <td></td> </tr> <tr> <td>5</td> <td></td> <td></td> </tr> </tbody> </table>				NO.	DATE	DESCRIPTION	1			2			3			4			5		
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<p>DRAWN BY: [Name]</p> <p>CHECKED BY: [Name]</p> <p>OWNER APPROVAL: [Signature]</p>																					
<p>SHEET TITLE <b>BASEMENT/RAWL &amp; MAIN FLOOR PLAN</b></p> <p>SHEET NO. <b>A2.1</b></p>																					



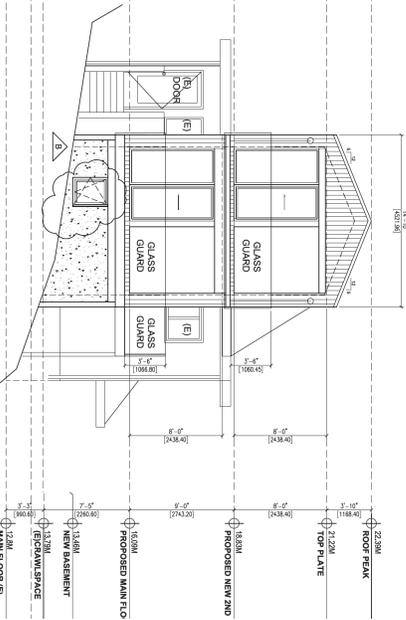




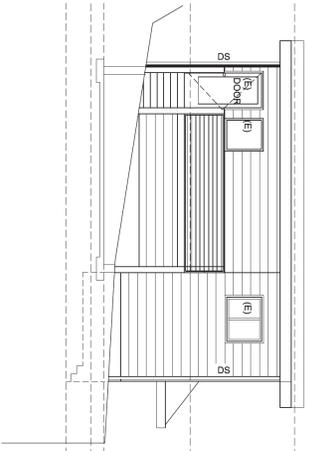
4 NEW ADDITION SECTION EAST  
1/8" = 1'-0"



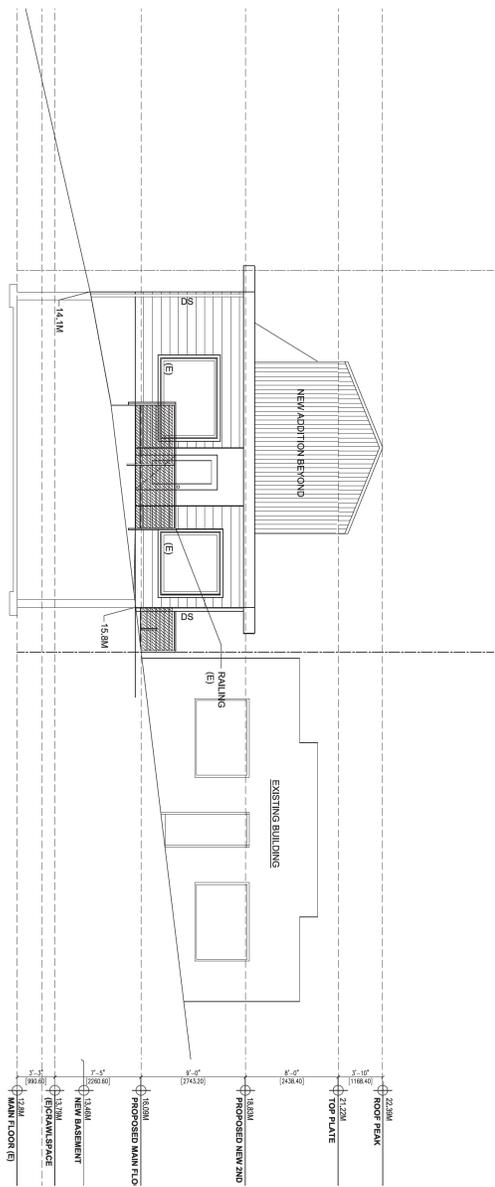
3 NEW ADDITION SECTION WEST  
1/8" = 1'-0"



2 NEW ADDITION SECTION EAST  
1/8" = 1'-0"



1B EXISTING EAST ELEVATION  
1/8" = 1'-0"



1 EXISTING WEST ELEVATION  
1/8" = 1'-0"

**ARCHITECTURE**  
**d|p**  
ARCHITECTURE

UNIT A - 308 E 28th Ave  
Vancouver - BC V5N 1W2

PROJECT:  
**272 MAIN ST  
REAR ADDITION**

PROJECT ADDRESS:  
**272 MAIN STREET  
VICTORIA BC**

OWNER:  
**JOHN TOWGOOD INC  
3022 AVONCREEK  
VANCOUVER BC  
V6K 2P3**

MARK	DATE	DESCRIPTION
△		REVISIONS
△		
△		

PROJECT NO.: **07-04**

ISSUE INFORMATION:  
 A: APRIL 2022 TP SUBMISSION  
 B: FEB 2023 TP SUBMISSION  
 C: FEB 9 2023

DESIGNED BY: **Liam Prescher**  
 PRINCIPAL IN CHARGE

CHECKED BY:  
 DRAWN BY:  
 OWNER APPROVAL:

SHEET TITLE:  
**SECTIONS/  
ELEVATIONS**

SHEET NO.:  
**A3.1**







## REPORT TO COUNCIL

Council Meeting: August 16, 2022  
500 Matterson Drive, Ucluelet, BC V0R 3A0

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**FROM:** JOHN TOWGOOD, MUNICIPAL PLANNER

**FILE NO:** 3060-20 DP22-03 / 3090-20 DVP22-03

**SUBJECT:** DVP & DP FOR RESIDENTIAL ADDITION AT 272 MAIN STREET

**REPORT NO:** 22-118

**ATTACHMENT(S):** APPENDIX A – APPLICATION  
APPENDIX B – DEVELOPMENT PERMIT 22-03  
APPENDIX C – DEVELOPMENT VARIANCE PERMIT 22-03

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### RECOMMENDATION(S):

THAT Council, with regard to the proposed residential addition at 272 Main Street (Lot 1, District Lot 282, Clayoquot District, Plan 12287; PID 004-984-251):

1. Subject to public comment, approve the issuance of Development Variance Permit 22-03 for:
  - a. a minimum side yard setback of 0.15m from the lot line abutting Helen Road, whereas section CS-1.6.1 (1) of the Ucluelet Zoning Bylaw No. 1160, 2013 requires 1.5m; and,
  - b. a minimum rear yard setback of 2.2m from the rear lot line, whereas section CS-1.6.1 (1) of the Ucluelet Zoning Bylaw No. 1160, 2013 requires 4.0m; and,
  - c. a requirement of zero parking spaces, whereas section 505.1 of the Ucluelet Zoning Bylaw No. 1160, 2013 requires the proposed residential dwelling unit to have two parking spaces.
2. Approve the issuance of Development Permit 22-03 for a two-storey residential dwelling unit above a ground-floor storage room addition to an existing mixed commercial/residential building, and associated landscape and hardscape works.
3. Direct District Staff to prepare a license of occupation for the proposed garbage storage area and private walkway in the Helen Road right-of-way (30m<sup>2</sup>) with an annual rate of \$400 and an initial term of 10 years.

### BACKGROUND:

This Development Permit application was received April 14, 2022, for a 2-storey residential dwelling unit above a new storage room addition to an existing mixed commercial/residential building and associated landscape and hardscape works at 272 Main Street (the “**subject property**”). The subject property currently contains two commercial units and one dwelling unit located on the ground floor fronting Helen Road.

This landmark building has housed many different uses over the years such as the “Brooks” and “Barry’s” pharmacies, the “Main Spot” general store”, and the “Buenas Olas” restaurant to name a few. The building currently holds the “Gipsy Drifter” shop and a residential unit on the main floor and the Island Health office on the second floor.

The subject property is positioned in the heart of the Village Square; the property is very narrow and slopes steeply up from the Helen Road frontage. The existing building has not been required to supply or create onsite parking or loading. From the information available, the existing building should be considered lawful non-conforming with regard to parking, loading and setbacks.



Figure 1 – Subject Property



Figure 2 – Existing site Orthographic Photo



Figure 3 – Existing site streetscape (Google Street View)

The applicant is proposing the following improvements and additions to the subject property:

- The addition of a two-storey residential unit on the upper two storeys above a storage unit on the lowest level which is connected to the rear of the existing building.

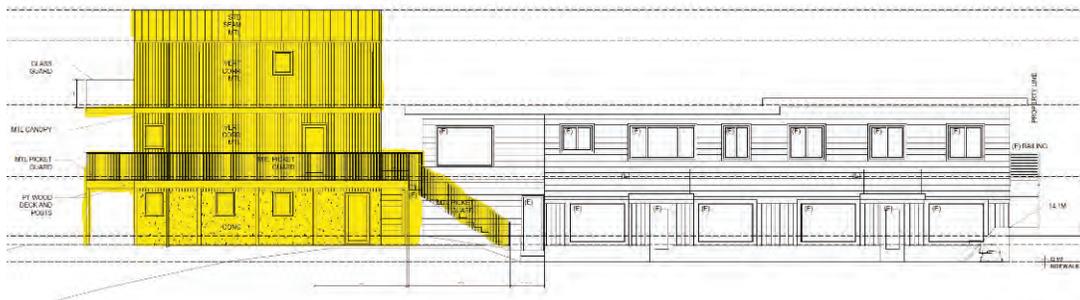


Figure 4 – Helen Frontage

- The revitalization of the broken asphalt road frontage on the corner with a new paving stone patio area and planter box.

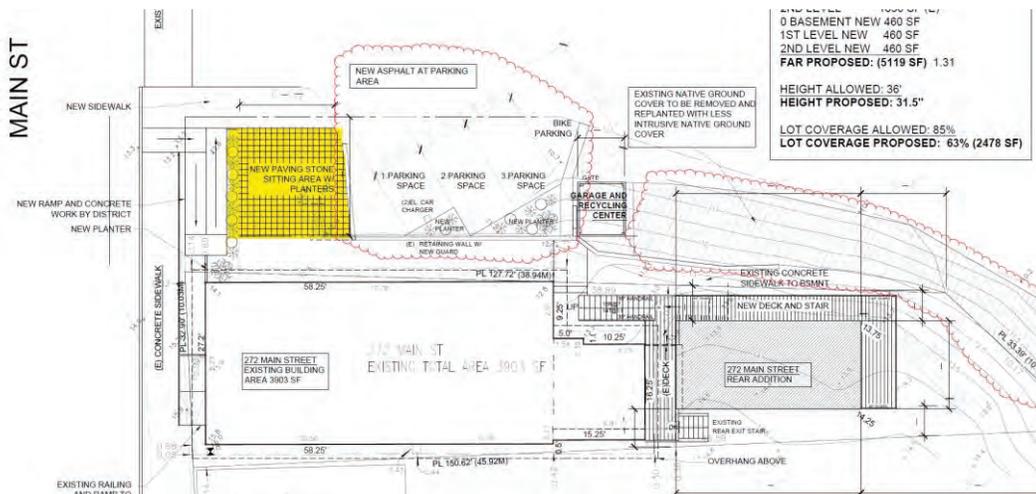


Figure 5 - Landscaping

Development Permit Area I (Village Square)

The subject property falls within the Official Community Plan’s “*Development Permit Area I (Village Square)*”. This Development Permit Area (DPA I) is established for the following purposes:

- Revitalizing an area in which commercial, multi-family and mixed uses are permitted; and,
- establishing objectives for the form and character of development in the resort region.

*Revitalizing an area in which commercial, multi-family and mixed uses are permitted*

The objectives which justify this designation include assisting in the revitalization of the Village Square and enhancing and creating form and character that befits the community’s core area. The proposed enhancement of the form and character of the subject property and the added residential unit to the Village Square, are supportable revitalization components.

*Establishing objectives for the form and character of development in the resort region*

DP guidelines are broken down into general guidelines applying to all Form and Character Development Permit Areas and specific DP guidelines that apply to specific DP areas. Key general form and character guidelines for this application are as follows:

*F1. Building design, layout, finish and colour should be of a high quality that reflects traditional (e.g., fishing village) or contemporary West Coast architectural styles;*

*F2. Larger development should be broken up into smaller components. The image of any new larger building should be as a grouping of smaller pieces. Break up building massing by articulated building faces, stepping back whole or partial upper floors, and landscaping to soften the building appearance and present a human-scale presence at the pedestrian level;*

*F3. Building frontage design (any building elevation facing a public street) and associated public realm enhancement must create an attractive pedestrian environment. Considerations include:*

- *Easily identifiable building entrances;*
- *Narrow commercial storefronts; and*
- *Concentrating signage at pedestrian eye level.*

*F8. The extensive use of blank walls, regardless of the material used, must be avoided. The visual impact of blank walls should be softened by using one or more of the following:*

- *Architectural details and/or articulated façade;*

- *Graphic or artistic illustration;*
- *Placement of doors and/or windows; and*
- *Public seating and/or planters integrated into the façade.*

**F11.** *The following exterior materials are encouraged:*

- *Wooden posts and beams with visible fastenings;*
- *Wood siding, planks, board-and-batten, shakes or shingles;*
- *Corrugated or standing-seam sheet metal;*
- *Weathering steel (e.g., Core-ten), aluminum, galvanized, zinc, copper or other non-reflective architectural metal elements,*
- *Finished concrete;*
- *Cementitious composite siding (e.g., Hardi-plank) when detailed to avoid large areas of flat panels; and, ☐ Limited use of brick or local stone.*

**F12.** *As part of the building vernacular, not only of Ucluelet but the BC coast in general, sloped roofs are indicative of the climate and weather of the region. Sloped roofs with an angle no less than 30 degrees (7:12 pitch) are strongly encouraged. Exceptions may be considered for flat or curved roofs for significant sites and landmark buildings displaying exceptional architectural design;*

**F22.** *Landscape planting schemes must provide definition and clarity within the public realm. Plant material should be used to:*

- *Define the edges of outdoor space such as a café seating area;*
- *Signify a particular spot such as an entrance or gateway;*
- *Highlight pedestrian corridors;*
- *Delineate private and semi-private space from public space;*
- *Beautify a streetscape; and,*
- *Soften the transition of adjacent land uses.*

Key specific Village Square Development Permit Area (DPA I) form and character guidelines for this application are as follows:

**F.I.1.** *Maintaining views of the harbour from Peninsula Road and Main Street is critical. The height of new buildings in DPA I must be carefully considered, and the building mass designed to avoid blocking views of the water from the public streets.*

**F.I.2.** *Assessed on a site-by-site basis, general views to the harbour are to be maintained along the shoreline and include those depicted in Figure DPA 1.1 and from the north side of*

Peninsula Road. This may be done through considerations in building massing and height in key locations;



Figure 6 - OCP DPA I.1 Important Views - Inlet.

*F.1.5. Properties fronting Peninsula Road and Main Street must be designed to create an eclectic, inviting and pedestrian-friendly streetscape by carefully considering scale, massing and character;*

*F.1.7. Some variation in the location of the building frontage relative to neighbouring buildings is encouraged, which will preserve the sense of informality and allow for the creation of useful outdoor areas facing the street.*

## DISCUSSION

This proposal fully utilizes all available land area of the subject property. The applicant has followed the DP guidelines by breaking the building mass into a smaller component to the rear of the existing building rather than increasing the height of the larger existing building: this maintains a reasonable amount of inlet views from the public realm above. The building form is a simple box, with a low slope gable roof with no overhang, and unique window sizes and placement forming a contemporary modern twist to a traditional fishing village form. The applicant is proposing an exterior materials theme consisting of:

- Corrugated metal siding.
- Cedar accents.
- Exposed concrete on the ground floor.
- Metal guard rails.
- Metal standing seam roofing.
- Cable roof supports.

The materials are consistent with the DP guidelines.

### Landscape and hardscape

New development is responsible for frontage improvements of the proposal. In cases where the development is just an addition, the frontage improvements are generally limited to the area directly in front of the addition and should be scaled appropriately to the size and scope of the proposal.

The applicant is proposing to fix the broken concrete and pavement area directly in front of the Gypsy Drifter and within the District of Ucluelet road right-of-way with a new paving stone patio space with a large planter box. Note that the applicant's drawing shows an accessible ramp; that ramp is not part of the applicant's proposal and would presumably be completed by the District at a future date. The applicant is also proposing to replant the existing vegetation on the Helen Road bank with new native ground cover. These improvements will require a "Work in the District Roadway Permit", detailed drawings and plant lists, an estimate of works, and a deposit at 125% of that estimate. These items will be required at the building permit stage.

### Parking

Like many other properties in Ucluelet's village core, the subject property has never had onsite parking or loading. The existing perpendicular street parking directly adjacent to the lower commercial unit has been signed as private parking for the tenants of the existing building. The tenants or owner have never had a legal right to do so; the applicant has indicated that previous





## ZONING

The subject property falls within the CS-1 zone and from the information provided the proposed development is consistent with the applicable zoning regulations with the exception of the following requested variances:

- a minimum side yard setback of 0.15m from the lot line abutting Helen Road, whereas section CS-1.6.1 (1) of the Ucluelet Zoning Bylaw No. 1160, 2013 requires 1.5m; and,
- a minimum rear yard setback of 2.2m from the rear lot line, whereas section CS-1.6.1 (1) of the Ucluelet Zoning Bylaw No. 1160, 2013 requires 4.0m; and,
- a requirement of zero parking spaces, whereas section 505.1 of the Ucluelet Zoning Bylaw No. 1160, 2013, would require the proposed residential dwelling unit to have two parking spaces.

## SERVICING

There is general service capacity fronting the property with the service connection being reviewed in detail at the building permit stage.

## FIRE SERVICES

The proposed building is accessible from two sides and has two fire hydrants within 50m. A more detailed analysis of fire protection for the building will be done at the building permit stage.

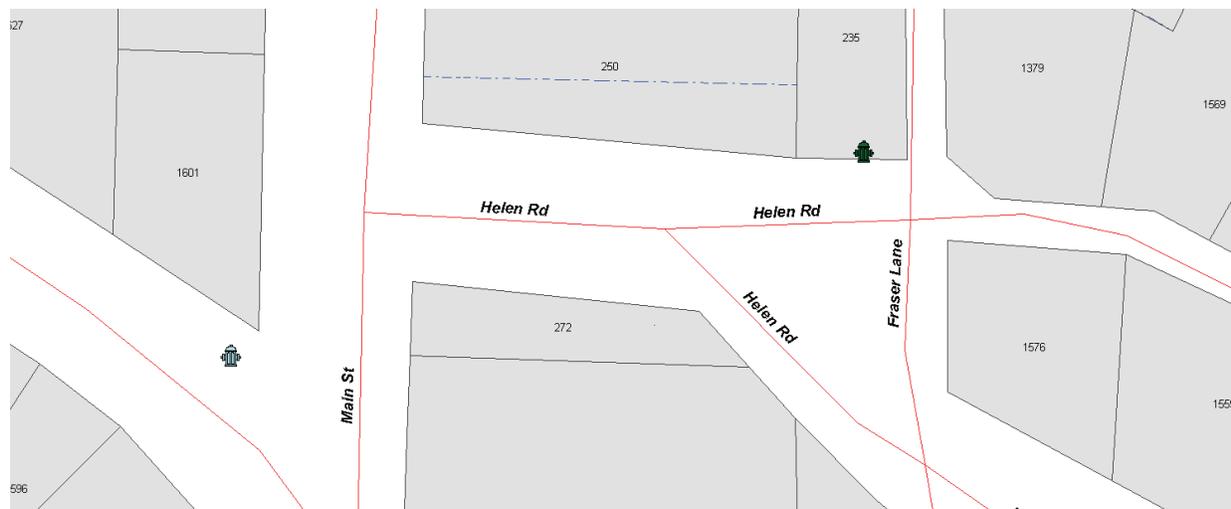


Figure 9 – Fire hydrant location

ANALYSIS OF OPTIONS

<b>A</b>	Approve issuance of DP22-03 and DVP22-03	<u>Pros</u>	<ul style="list-style-type: none"> <li>Consistent with Village Square DP Guidelines and improves the property's street frontage.</li> <li>Adds a housing unit in the centre of town.</li> <li>The proposed design considers the impact on public views and has carefully avoided blocking the view of the harbour from the area at the intersection of Peninsula Road and Main Street.</li> </ul>
		<u>Cons</u>	<ul style="list-style-type: none"> <li>As the application is consistent with the Village Square DP Guidelines; there are no negative aspects to the approval of this application.</li> </ul>
		<u>Implications</u>	<ul style="list-style-type: none"> <li>Approval will allow the application to proceed,</li> <li>The district will receive a Development Cost Charges contribution for the residential unit at building permit stage.</li> <li>Staff time will be required to process this application.</li> </ul>
<b>B</b>	Reject one or both permits and, if so, state which specific DP guidelines are not adequately met.	<u>Pros</u>	<ul style="list-style-type: none"> <li>Unknown at this time</li> </ul>
		<u>Cons</u>	<ul style="list-style-type: none"> <li>Unknown at this time</li> </ul>
		<u>Implications</u>	<ul style="list-style-type: none"> <li>The application would not proceed.</li> <li>The applicant would need to redesign and resubmit their application.</li> </ul>
		<u>Suggested Motion</u>	<p style="text-align: center;">THAT Council reject the application for DVP22-03 at this time; and/or,</p> <p style="text-align: center;">THAT Council reject the application for DP22-03 at this time. [and Council should state which specific DP guidelines are not adequately met by the current proposal].</p>

Policy or Legislative Impacts:

- This application is consistent with the Official Community Plan and, with the exception of the noted variances, the Zoning Bylaw.
- Notice was given for the Development Variance Permit in accordance with the *Local Government Act*. Council should provide an opportunity for public comment to be heard prior to making a decision on the requested variance.

**NEXT STEPS**

- If this application is approved:
  - the attached DP and DVP will be signed by the Director of Community Planning, issued to the applicant, and notice will be filed with the Land Title Office.
  - the applicant or subsequent owners of the subject property will be required to meet all conditions of the permit and any other conditions set out by Council for the proposed development.

**Respectfully submitted:**

JOHN TOWGOOD, MUNICIPAL PLANNER

BRUCE GREIG, DIRECTOR OF COMMUNITY PLANNING

DUANE LAWRENCE, CAO

## **DLP Architecture inc. Architecture ~ BEC**

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#806 318 Homer St - Vancouver BC – V6B 2V2 - T: 778-889-6849 - www.dlpdesigns.com

April 14, 2022

### **DESIGN RATIONALE:**

#### **272 MAIN ST – PASSIVE HOUSE ADDITION**

ATTN: DIRECTOR OF PLANNING

Please accept for review the attached Development Permit drawings for a residential addition to the existing commercial building at 272 main St. Currently, the building contains 2 commercial tenants and 1 residential caretakers suite.

The design proposed is a basement plus 2 level residential addition at the rear of the current building and connected at the existing crawlspace storage room.

Each level of the addition will be approximately 460sf adding to the existing building area of 3739sf for a total of 5119sf or 1.31 FAR. This is below the permitted density of 2.0 FAR.

The addition will have a height of 31.5', below the allowable 35ft max.

The building is within all required setbacks and below the allowable site coverage of 0.85.

This design proposes to enhance the town core by adding density and a high quality contemporary building that will be visible from the waterfront and aquarium promenade. The addition will be certified to the international passive house standard and produce almost its entire required energy.

We see this beautification of an existing building in the town core as a proposal in keeping with the current plan to improve the Village Square also inline with the pending Village Green Revitalization.

The design is evocative of west coast cannery buildings of the past with corrugated metal siding and mid slope vaulted gable roofs and simple forms.

We are proposing 11 secure bike stalls fully within the basement space in lieu of the 1 parking stall required by the addition of a single residential unit. There is no possibility to feasibly add parking on this small site considering the scope of the addition.

Sincerely,  
D. Lucio Picciano Architect AIBC AAA CPHD

**POWELL & ASSOCIATES**

BC Land Surveyors

Location Certificate of:

**Lot 1, Plan 12287, Lot 9, Plan 1686, AND  
 Lot 8, Plan 1686, except part in Plan 12287,  
 District Lot 282, Clayoquot District**

940 VIEW STREET  
 VICTORIA, B.C.  
 V8V-3L5  
 Phone: 382-8855  
 File: 9628-clay

Parcel Identifier: 004-984-251 (Lot 1)  
 Parcel Identifier: 007-073-178 (Lot 8)  
 Parcel Identifier: 007-073-267 (Lot 9)

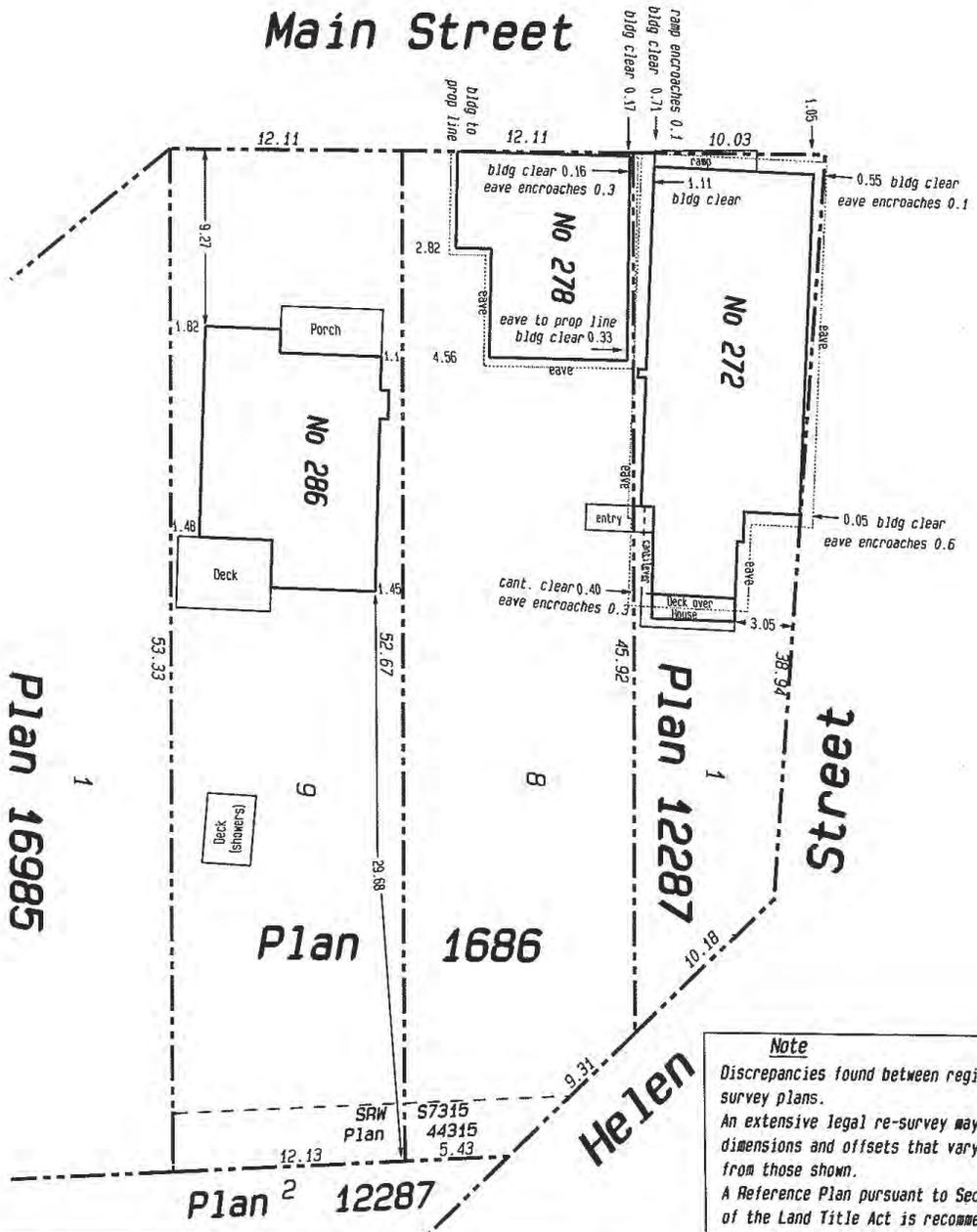
Prepared for: Inner Rhythm Tours Inc.

I have inspected the premises shown and hereby certify that the structures are situated with respect to nearby boundaries as shown on the sketch below. This document is prepared for mortgage or municipal inspection purposes only and not valid unless originally signed and sealed.

SCALE = 1:300 metric

Field survey the 23rd day of November, 2005.  
 Dated this 29th day of November, 2005.

*James Norton*  
 James Norton, B.C.L.S. ©



















## DEVELOPMENT PERMIT DP22-03

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

1. This Development Permit is issued to:

*DLP Designs Inc, No. BC741780, 3139 Wellington Drive, Vancouver, BC, V5R 4X7*

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

*272 Main Street; Parcel Identifier 004-984-251, Lot 1, Plan 12287, District Lot 282, Clayoquot Land District*

3. This Permit authorizes the following improvements on the Lands:
  - a) Addition of a two storey residential unit to an existing mixed use building.
  - b) Associated landscape and hardscape work including but not limited to:
    - i. A paving stone patio area with planter box
    - ii. The paving of 3 parking spaces and accompanying landscaping.
    - iii. The relandscaping of the Helen Road bank with native species ground cover.
4. These improvements apply only in the locations indicated, and otherwise in accordance with, the drawings and specifications attached to this Permit as Schedule A.
5. This permit will be subject to:
  - a) the receipt of final landscape and street improvements drawings.
  - b) a deposit of 125% of the value of the proposed landscape works and street improvements.
  - c) The receipt of final plans and details for waste/recycle screening and bear proofing.
  - d) A signed license of occupation agreement.
6. The work authorized by this Permit may only be carried out in compliance with all federal, provincial, and municipal statutes, regulations, and bylaws. The owner is responsible for ensuring that the timing of the work and any required permits or notifications by other agencies are obtained as required to comply with all applicable regulations.
7. Notice shall be filed in the Land Title Office under Section 503 of the Local Government Act, and upon such filing, the terms of this Permit or any amendment hereto shall be binding upon all persons who acquire an interest in the land affected by this Permit.
8. The owner shall substantially commence the development within 24 months of the date of issuance, after which this permit shall be null and void.
9. This Permit is NOT a Building Permit.
10. Schedule A attached hereto shall form part of this Permit. The Municipality's Chief Administrative Officer is hereby authorized to approve minor amendments to the plans provided that such amendments are consistent with the overall character and intent of the original plans.



**AUTHORIZING RESOLUTION** passed by the Municipal Council on the    day of    , 2022 .

**ISSUED** the    day of    , 2022.

\_\_\_\_\_  
Bruce Greig  
Director of Community Planning



Schedule A

(See Appendix A)



## DEVELOPMENT VARIANCE PERMIT DVP22-03

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

1. This Development Variance Permit is issued to:

*DLP Designs Inc, No. BC741780, 3139 Wellington Drive, Vancouver, BC, V5R 4X7*

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

*272 Main Street; Parcel Identifier 004-984-251, Lot 1, Plan 12287, District Lot 282, Clayoquot Land District*

3. The work authorized by this Permit may only be carried out in compliance with the requirements of the District of Ucluelet Zoning Bylaw No. 1160, 2013, except where specifically varied or supplemented by this development variance permit and in compliance with all federal, provincial, and municipal statutes, regulations, and bylaws.

4. This permit authorizes the following variance specific to the plans attached as Schedule "A":

- a. a minimum side yard setback of 0.15m from the lot line abutting Helen Road, whereas section CS-1.6.1 (1) of the Ucluelet Zoning Bylaw No. 1160, 2013 requires 1.5m; and,
- b. a minimum rear yard setback of 2.2m from the rear lot line, whereas section CS-1.6.1 (1) of the Ucluelet Zoning Bylaw No. 1160, 2013 requires 4.0m; and,
- c. a requirement of zero parking spaces, whereas section 505.1 of the Ucluelet Zoning Bylaw No. 1160, 2013 requires the proposed residential dwelling unit to have two parking spaces.

5. *The above variance is granted for the proposed structures and use of the land as shown on Schedule A. Should the buildings be later removed or destroyed, this Development Variance Permit shall cease to apply and the zoning requirements in effect at the time shall apply.*

6. Notice shall be filed in the Land Title Office under Section 503 of the Local Government Act, and upon such filing, the terms of this Permit or any amendment hereto shall be binding upon all persons who acquire an interest in the land affected by this Permit.

7. This Permit is NOT a Building Permit.

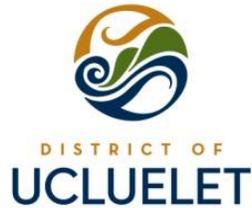
**AUTHORIZING RESOLUTION** passed by the Municipal Council on the    day of    , 2022 .

**ISSUED** the    day of    , 2022.

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Bruce Greig  
Director of Community Planning





## REPORT TO COUNCIL

Council Meeting: June 8, 2023

500 Matterson Drive, Ucluelet, BC V0R 3A0

**FROM:** ABIGAIL K. FORTUNE, DIRECTOR OF PARKS & RECREATION **FILE NO:** 8100-20  
**SUBJECT:** CANADA DAY ROAD CLOSURE **REPORT NO:** 23-81  
**ATTACHMENT(S):** N/A

### RECOMMENDATION(S):

**THAT** Council authorize the closure of a portion of Fraser Lane between Main Street and Jamie’s Whaling Station from 8:00 a.m. to 4:00 p.m. in front of the Village Green annually on July 1 for the District of Ucluelet Canada Day event.

### BACKGROUND:

In order to allow for planned Canada Day activities, the closure of Fraser Lane in front of the District Office/Village Green is required. The Ucluelet Parks & Recreation Department will distribute a poster with Canada Day event information to appropriate media outlets and inform affected businesses in writing of the road closure. This will be the first official event on the Village Green.

The District of Ucluelet historically receives a grant from the Minister of Canadian Heritage for the general expenses of the day.

### ANALYSIS OF OPTIONS:

Closing the section of Fraser Lane in front of the District Office allows the Parks and Recreation Department to program a full event for Canada Day.

By not closing this section of road, traffic will not be disrupted but programming space for the event will be limited. Council supporting and inviting the community, allows everyone to be aware of the event and to participate.

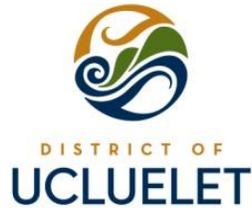
<b>A</b>	Road closure approved	<u>Pros</u>	<ul style="list-style-type: none"> <li>Allows planned activities to take place</li> </ul>
		<u>Cons</u>	<ul style="list-style-type: none"> <li>There would be reduced parking in the area for the actual day.</li> </ul>
		<u>Implications</u>	<ul style="list-style-type: none"> <li>The full program and programming space can be used according to current plans.</li> <li>Staff will place and remove barriers for the event</li> </ul>
<b>B</b>	Do not approve the road closure and host all the activities on the lawn	<u>Pros</u>	<ul style="list-style-type: none"> <li>No disruption to parking or traffic for the day</li> </ul>
		<u>Cons</u>	<ul style="list-style-type: none"> <li>Limited space available for the Canada Day activities</li> <li>Lack of open/flow through space for the event</li> </ul>

	<u>Implications</u>	• Possible reduction in programming for the event
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### Next Steps

- Finalize plans for event
- Inform businesses and community of road closure

**Respectfully submitted:** Abby Fortune, Director of Parks & Recreation



## REPORT TO COUNCIL

June 8, 2023

500 Matterson Drive, Ucluelet, BC V0R 3A0

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<b>FROM:</b>	ABIGAIL K. FORTUNE, DIRECTOR OF PARKS & RECREATION	<b>FILE NO:</b> 8100-20
<b>SUBJECT:</b>	UKEE DAYS ANNUAL ROAD CLOSURE AND NOISE BYLAW	<b>REPORT NO:</b> 23-84
<b>ATTACHMENT(S):</b>	APPENDIX A - PARADE ROUTE	

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### RECOMMENDATION(S):

**THAT** Council authorize the closing of a portion of Fraser Lane between Main Street and Jamie’s Whaling Station from 10:00 a.m. to 10:00 p.m. annually on the last Friday of July, for Ukee Days activities; and,

**THAT** Council authorize the temporary closure of Peninsula Road between Matterson Road and Seaplane Base Road from 10:00 a.m. to 10:45 a.m. annually on the last Saturday of July for the Ukee Days parade; and further,

**THAT** Council to authorize Ukee Days festivities to act outside of the *Noise Control Bylaw No. 915, 2003*, Section 3 (g) and grant an extension up to 11:30 p.m. at the Ukee Days Fairgrounds 160 Seaplane Base Road on the last Saturday of July, annually, for the Ukee Days event.

### BACKGROUND:

Ukee Days occurs annually on the last weekend in July, prior to the BC Day long weekend in August.

In order to allow for planned Ukee Days activities, the closure of Fraser Lane in front of the District Office is required for Friday night. Additionally, a temporary closure of Peninsula Road and Seaplane Base Road is required for the Saturday parade. An annual highways permit will also be needed for the parade for Peninsula Road. All affected businesses and residents are advised of the closures. Historically there have been no complaints.

By acting outside of the Noise Control Bylaw, Ukee Days evening music activities are allowed to take place after 10:00 p.m. in a more robust manner. Historically there have been no complaints or issues. Immediately affected businesses are informed.

The Parks & Recreation Department will post notice of the annual closure and the noise bylaw extension to the appropriate media outlets and to residents or businesses affected by the closures, as well as a general information bulletin.

### POLICY OR LEGISLATIVE IMPACTS:

The recommended motion would permit the District of Ucluelet Parks & Recreation Department to act outside the *Noise Control Bylaw No. 915, 2003*, Section 3 (g), which states:

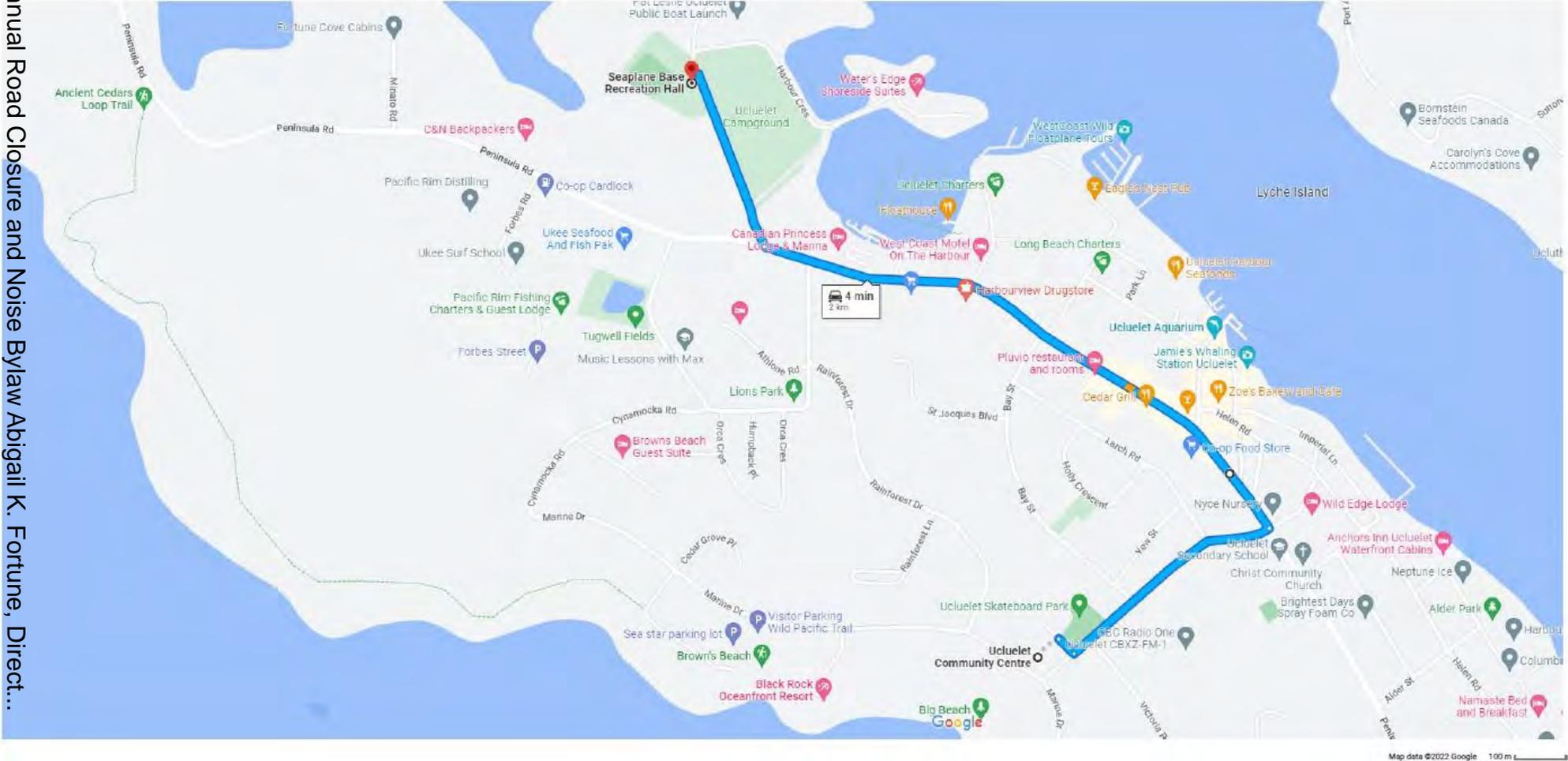
*Without in any way limiting the prohibition contained in Section Two (2), the following are specifically prohibited within the Municipal limits of the District:*



# Detailed Route Map – Ukee Days Parade – Saturday July 29<sup>th</sup>, 2023

## Appendix A

### District of Ucluelet



Ukee Days Parade Route – 2 kms



Ucluelet Annual Road Closure and Noise Bylaw Abigail K. Fortune, Direct...





## REPORT TO COUNCIL

Council Meeting: June 8, 2023

500 Matterson Drive, Ucluelet, BC V0R 3A0

**FROM:** DUANE LAWRENCE, CAO **FILE No:** 0450-20  
**SUBJECT:** YUULU?I?ATH CANOE LOG **REPORT NO:** 23- 82  
**ATTACHMENT(S):** N/A

### RECOMMENDATION(S):

**THAT** Council authorize staff to work with the Yuulu?i?ath Government on the return of the canoe log, including the existing signage and fencing, to Hitacu.

### BACKGROUND:

The historic dugout canoe has resided in front of the old Chamber of Commerce building for many years, placed with an informal agreement between members of the community. With the transition of the old Chamber building into a day-care the District received a request from the landowner to move the dugout canoe to a more appropriate location.

As the dugout canoe is a historical artifact of the Yuulu?i?ath, Staff reached out to the Yuulu?i?ath Government to determine what the process would be for caring for, moving and determining where the canoe should be relocated to. It was indicated to staff that it would be desirable for the Yuulu?i?ath community to have the canoe returned to Hitacu.

### ANALYSIS OF OPTIONS:

Returning this artifact to the Yuulu?i?ath would be a meaningful step in the continued development of the strong relationship Ucluelet and Yuulu?i?ath have built over the years.

With the canoe log being a historical artifact of significant cultural value it is critical for the District to work with the Yuulu?i?ath and ensure the artifact is cared for and relocated with the full support of the Yuulu?i?ath.

Staff have been advised that the recommended process would involve having the integrity of the log being evaluated prior to it being conveyed to Hitacu. Once transportation details have been arranged Yuulu?i?ath would be able to accept it back, requiring a couple of weeks notice to prepare the site and organize the protocols for its return. The Yuulu?i?ath have also requested the existing signage and fencing that currently surrounds the canoe log accompany it to Hitacu.

Staff anticipate that the assessment and relocation of the canoe log would cost between \$4,000 and \$7,000 depending on the condition of the artifact. This level of expense could be accommodated within our Parks and Operations budget. If it is found that the moving of the log would be more intensive and costly, staff would return to Council with an updated proposal.

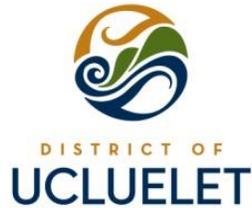
Staff would further recommend that updated educational signage be developed to educate the community and visitors on the artifact and acknowledge the return of the artifact to its rightful home. Additionally, if appropriate and supported by the Yuułuʔiłʔatḥ Government, advise visitors and the community on how they may respectfully view the artifact.

<b>A</b>	Direct staff to work with Yuułuʔiłʔatḥ Government to return the canoe log	<b>Pros</b>	<ul style="list-style-type: none"> <li>Returns the canoe log to its rightful owners</li> <li>District no longer has responsibility for the care of the artifact</li> <li>Site would no longer be considered an archaeological site</li> </ul>
		<b>Cons</b>	<ul style="list-style-type: none"> <li>Visitors to Ucluelet would no longer be able to see the artifact in Ucluelet</li> </ul>
		<b>Implications</b>	<ul style="list-style-type: none"> <li>\$4000 to \$7000 assessment and moving of the canoe log</li> <li>Staff and Council time to work with the Yuułuʔiłʔatḥ Government on returning the artifact</li> </ul>
<b>B</b>	Engage with the Yuułuʔiłʔatḥ to further discuss the canoe log	<b>Pros</b>	<ul style="list-style-type: none"> <li>Ensures councils objectives are met</li> <li>Council continues to engage with the Yuułuʔiłʔatḥ collaboratively</li> </ul>
		<b>Cons</b>	<ul style="list-style-type: none"> <li>Undetermined at this time</li> </ul>
		<b>Implications</b>	<ul style="list-style-type: none"> <li>Undetermined at this time</li> </ul>
		<b>Suggested Motion</b>	<b>THAT</b> Council direct staff to engage with the Yuułuʔiłʔatḥ Government to _____.

**NEXT STEPS:**

- Advise the Yuułuʔiłʔatḥ Government of Councils decision.
- Work with the Yuułuʔiłʔatḥ Government on the assessment of the structural integrity of the canoe and moving process.
- Confirm a date with the Yuułuʔiłʔatḥ Government a date for the return of the canoe log.

Respectfully submitted: Duane Lawrence, CAO



## REPORT TO COUNCIL

Council Meeting: June 8, 2023

500 Matterson Drive, Ucluelet, BC V0R 3A0

**FROM:** DUANE LAWRENCE, CAO **FILE No:** 0390-20

**SUBJECT:** UBCM MINISTER MEETINGS **REPORT No:** 23- 83

**ATTACHMENT(S):** Appendix A - UBCM 2022 Sample Meeting Briefs  
 Appendix B - UBCM 2023 Provincial Appointment Book  
 Appendix C - Council Strategic Plan 2023  
 Appendix D - Premier Eby Mayors and Chairs Letter  
 Appendix E - Minister Kang Mayors and Chairs Letter

### RECOMMENDATION(S):

THAT Council direct staff to prepare ministerial meeting request(s) on the following topics for the 2023 Union of British Columbia Municipalities conference:

- a. \_\_\_\_\_,
- b. \_\_\_\_\_; and,
- c. \_\_\_\_\_.

### BACKGROUND:

The Union of British Columbia Municipalities hosts an annual conference in September each year. The 2023 conference is planned for September 18 -22, at the Vancouver Conference Centre.

During the conference there is an opportunity for municipalities to request meetings with the various provincial ministry Staff or Minister to discuss key issues or concerns. Typically, the requests can take several forms, an ask of the ministry to action a key issue, an opportunity for a municipality to express their appreciation for past or pending support for a local item, or to bring a new item of local or regional importance to the Minister's attention.

In 2022, Ucluelet submitted requests related to the Tsunami Disaster Financial Assistance and the Ministry of Transportation and Infrastructure regarding Peninsula Road. In addition, Council attended joint meetings led by the ACRD related to dispersed camping, inclusive governance, and the provision of transit services on the west coast.

### ANALYSIS OF OPTIONS

In order to prepare meeting requests and associated briefing notes staff are requesting direction from Council on any topics for potential discussion at the 2023 UBCM convention. To prepare the ministerial meeting requests Council should provide Staff with authorization to prepare and

submit a meeting request. Meeting requests require the topic, applicable ministry and reason for the meeting, who will be attending and any associated requests. The deadline for meeting requests is June 30 for the Premier and Cabinet Ministers and August 30 for Provincial Government Staff.

For reference, staff have appended to this report sample briefing notes from 2022 and the 2023 Provincial Appointment Book. The Appointment Book provides details related to making meeting request, submission request deadlines and overviews of the ministries and their portfolios.

Staff have also reach out to the ARCD and District of Tofino with respect to potential joint meetings. Although nothing has been confirmed, the ACRD anticipates making a request to the Ministry of Transportation and Infrastructure to advocate for the support of regional transit on the west coast.

Staff have included Council’s Strategic Priorities Summary for reference in determining possible topics that Council may wish to request meetings with the Ministers.

A	Advise staff on ministerial meeting topics	<u>Pros</u>	<ul style="list-style-type: none"> <li>Allows staff to make meeting requests</li> <li>Allows Council an opportunity to engage with Ministers directly on key areas of concern</li> </ul>
		<u>Cons</u>	<ul style="list-style-type: none"> <li>None identified</li> </ul>
		<u>Implications</u>	<ul style="list-style-type: none"> <li>Staff resources to develop a brief and ministerial request</li> </ul>
B	Do not submit meeting requests at this time	<u>Pros</u>	<ul style="list-style-type: none"> <li>Council has time to submit requests at a time when key issues are identified.</li> </ul>
		<u>Cons</u>	<ul style="list-style-type: none"> <li>If items of import are identified, they will need to be identified prior to the meeting request deadline when identified</li> </ul>
		<u>Implications</u>	<ul style="list-style-type: none"> <li>There are staffing or financial implications with not submitting meeting requests</li> </ul>
		<u>Suggested Motion</u>	No motion is required

#### NEXT STEPS

- Develop briefing notes
- Issue meeting request related to the topics identified by Council

Respectfully submitted: Duane Lawrence, CAO

**BRIEFING NOTE**  
**2022 UBCM CONVENTION**  
**Premier and Provincial Cabinet Ministers**  
**Honourable John Horgan**

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**Date:** Thursday, September 15, 2022

**Time:** 9:00 am – 9:15 am

**Location:** Westin Whistler, Second Floor Callaghan Room

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**Speaker**

**Chair John Jack**

**Natural Resources Manager Saya Masso**

**Topic**

**Dispersed (Unauthorized) Camping on the West Coast of Vancouver Island on provincial land in the back country near Tofino and Ucluelet**

**Overview**

- Dispersed camping has become an increasingly pervasive issue in the Alberni-Clayoquot RD, particularly for the communities on the west coast of Vancouver Island. The problem impacts every citizen and visitor in the region. The issue peaks around high season tourism periods but also threatens other economic activities, such as forestry. Dispersed camping creates possible conflict between visitors, citizens, agencies, and both local communities and Nations.
- While camping on forest service roads and crown land is allowed for up to two weeks at a time, there is little to no verification thus leading to problems arising from people camping for prolonged periods. This results in environmental contamination and high risk of wildfire.
- A Task Force of 18 interested parties, including all impacted Nations, has been working to identify and implement strategies to mitigate the issues. The Task force has voluntarily come together, self-funded, to identify and dialogue short and long terms strategies but with such limited resources the implementation of these strategies is called into question.
- Summer of 2022 saw a number of coordinated short-term strategies taking place:
  - Coordinated communications (social media, print and radio) to visitors – Know before you go.
  - Coordinated communication to residents- when to report, how, and to who.
  - Coordinated efforts to contact “free camping apps” to ensure they removed unsanctioned or problematic areas.
  - Coordinated development of contingency plans for engaging overflow areas, to redirect orphaned RV’s
  - Coordinated a regional housing discussion to looked at strategies for addressing the housing challenges being faced by permanent, working residents of the region. This included presentations from CMHC, BC Assessment, Tofino Housing Corporation and an

experienced developer. It was attended by regional areas, municipalities, Treaty and Non-Treaty Nations.

- Agreement to support the pilot plan for the Tla-O-qui-aht Nation's (TFN) Tribal Park Guardians to be trained and redeployed to patrol the back country roads. They educated campers, reported concerns to other appropriate agencies (Forestry, Conservation, RCMP, etc.), and helped identify and clean up garbage. This pilot was funded by the TFN, Tofino and Ucluelet.
- Coordination for end of season is being coordinated in partnership with Redd Fish Restoration Society and partially funded by the local branch of the Ministry of Forests.
- Coordinated regular interested party check-ins throughout the summer (May to September).

### Request

1. **We are requesting funding of \$120,000 per year for a 3-year trial term.** These funds would support the implementation of a strategy that will help monitor and report, communicate, educate, and enforce the safe use of the back country by dispersed camper on crown land in and around the Tofino, Ucluelet region. Funding would be for the ongoing coordination of meetings between the interested parties as well as the implementation of the above noted strategies including the TFN Guardian program patrols that would take place between May 01 and September 30 of every year. One possible option for doing this is to create a service contract with TFN, that would allow the Nation the ability to staff up, train and implement a consistent program. Cost approximately \$120,000 per year. Alternatively, an agreement with the ACRD could be established and the ACRD could coordinate with the interested parties including TFN. The \$120,000. Is less than the cost of one FTE with MOF and offers higher local/relationship value with individuals holding greater knowledge of the area.
2. **We are requesting guidance and funding for the development of joint recreation land use plan.** The development of the plan would require the involvement of the Tla-o-qui-aht Nation, the Yuuʔuʔiʔaʔh government, the Toquaht Nation, as well as the District of Tofino, Ucluelet, Parks Canada, the province, and the ACRD. The plan would not overlap with treaty lands, however as the lands included do abut to treaty lands, the coordination and dialogue around such a recreation focused plan would be both necessary and beneficial. The planning process would also require public engagement and the direct engagement of other interested parties that are actively involved on the land base. There are many benefits to this objective, not the least of which includes the mitigation of risks (including wildfire) presented by expanded recreational use, the ability to coordinate back country support and the development of infrastructure that promote safe practices and cultural knowledge. We believe this value can help guide ongoing dialogue and planning around recreational activities on the land while also including and respecting the traditional uses that are essential to the Nations that have occupied the land since time immemorial. We are seeking guidance and support to help identify and secure funding that would help us achieve the goal of an endorsed, joint land use plan that is focused on recreational use and activities in this part of the region.

**BRIEFING NOTE**  
**2022 UBCM CONVENTION**  
**Minister of Transportation and Infrastructure**  
**Honourable Rob Fleming**

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**Date:** Thursday, September 15th

**Time:** 1:00 pm to 1:15 pm

**Location:** Westin Whistler, Second Floor, Alpine Room C

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**Speaker**

**Chair John Jack**

**Topic**

**West Coast Transit service start date and Interregional Transit Exploration Study**

**Overview**

- The West Coast Transit service is a vital community connection service that, when established, will provide safe and reliable access to key services and employment for residents on the west coast of Vancouver Island. Many residents currently hitchhike or walk significant distances in unfavourable environments to get to work. For some, this is simply the reality of not being able to afford a vehicle given the high costs of living in the area, while for others, it is a simple reality of having to come in from a smaller island community and not having a vehicle to use in the Ucluelet or Tofino area. The lack of a transit service in the area disproportionately targets the First Nations communities of Hitatcu, Esowista and Ty-Histanis.
- The West Coast Transit Service plan that was presented by BC Transit was originally approved by the ACRD Board of Directors at the June 10, 2020 Board meeting. The original implementation date was slated to be September of 2021 but was pushed until Sept. of 2022 due to the Covid-19 pandemic.
- The ACRD Board was disheartened when BC Transit shared that the implementation of the service was again pushed back until the Fall of 2023. We were told that the reason for this was that Provincial funding was prioritized toward the reallocation of resources within existing Transit services rather than toward starting any new services.
- Until recently, discussions have focused on where the maintenance of the buses would take place, what a potential Operations and Maintenance facility could look like and where bus stops ought to be installed. These discussions identified options that include the creation of a maintenance facility on ACRD land at the Long Beach Airport with interim service being provided at the Port Alberni maintenance facility. The ACRD was hoping to expand on an existing grant for an airport maintenance facility however this initiative can no longer be extended, and we are having to advance independently to meet grant timelines. There is still opportunity for creating a maintenance facility for transit at the location however it will be as a standalone project. The ACRD has the land available and plans in place that could see a facility constructed by mid-2023

should BC Transit choose to partner on this option. The ACRD budget also includes funds for the installation of bus stops however we cannot advance this without confirmation that the province will substantiate their commitment to implement this important service.

#### Request

1. That the Minister support the West Coast Transit initiative, per the MOU, to ensure the 2023/24 BC Transit budget include the Provincial share of \$531,023.00.
2. That the Ministry support working with the ACRD to negotiate the construction and long-term financing of a West Coast Transit maintenance facility for shared or exclusive use by BC transit at the Long Beach Airport.

# 2023 PROVINCIAL APPOINTMENT BOOK

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## Meeting Requests with:

The Premier, Cabinet Ministers, and  
Provincial Government Staff from Ministries,  
Agencies, Commissions, and Corporations (MACC)  
at the 2023 UBCM CONVENTION  
September 18 – 22, 2023

Vancouver Convention Centre  
Vancouver, British Columbia



Ministry of  
Municipal Affairs



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## INTRODUCTION

The Provincial Appointment Book provides UBCM Local Government and First Nations members instructions on how to request a meeting with the Premier, Cabinet Ministers, and provincial ministries, agencies, commissions, and corporations (MACC) staff, to be scheduled during the week of 2023 UBCM Convention.

Within this document are three individual links to meeting request forms for meetings with:

1. Premier and Cabinet Ministers;
2. Host Minister, Honourable Anne Kang, Municipal Affairs; and
3. Provincial Ministries, Agencies, Commissions, and Corporations staff (MACCs).

Information on the MACCs available to meet is also included.

All meetings for the 2023 UBCM Convention will take place in person only. Details will be provided when meetings are confirmed.

## Meeting Dates

Meetings with the **Premier and Cabinet Ministers, including the Minister of Municipal Affairs**, will be 15 minutes in length and will take place in person during the following dates:

**Vancouver Convention Centre, East Building**  
**Monday, September 18**  
 to  
**Friday, September 22**

Meetings with **MACC staff** will be 30 minutes in length (20 minutes for the Ministry of Transportation and Infrastructure only), and will take place in person during the following dates

**Pan Pacific Hotel, R Level – Cypress Suite**  
**Tuesday, September 19**

**Vancouver Convention Centre, East Building – Exhibition Hall C**  
**Wednesday, September 20 &**  
**Thursday, September 21**

## On-Site Provincial Appointment Desk

Provincial Appointment Desk staff will be available on-site to schedule meetings with MACC Staff at the following locations:

**Monday, September 18 &**  
**Tuesday, September 19**  
 Vancouver Convention Centre,  
 East Building – Lobby  
 8:30 am – 4:00 pm

**Wednesday, September 20 &**  
**Thursday, September 21**  
 Vancouver Convention Centre,  
 East Building – Exhibition Hall C  
 8:30 am – 4:00 pm

## MEETING REQUEST INFORMATION AND LINKS

### Honourable David Eby, Premier and Cabinet Ministers

(Except Minister of Municipal Affairs)

**Click:** [Premier and Cabinet Ministers Meeting Requests](#)

**Invitation Code:** MeetingRequest2023  
(case sensitive)

**Deadline:** June 30, 2023

#### Questions:

Contact the Premier's UBCM Meeting Request Coordinator, Marlène Behrens by email at: [UBCM.Meetings@gov.bc.ca](mailto:UBCM.Meetings@gov.bc.ca), or by telephone at: 250 213-3856

### Honourable Anne Kang, Minister of Municipal Affairs

**Click:** [Municipal Affairs Minister's Meeting Requests](#)

**Deadline:** June 30, 2023

#### Questions:

Contact the MUNI Minister's Meeting Coordinator, Katie Carrothers, by email at: [MUNI.UBCM.MeetingRequests@gov.bc.ca](mailto:MUNI.UBCM.MeetingRequests@gov.bc.ca), or by telephone at: 236 478-0537

### Provincial Government (MACC) Staff

(Ministries, Agencies, Commissions, and Corporations)

**Click:** [MACC Staff Meeting Requests](#)

**Deadline:** August 30, 2023

#### Questions:

Contact the MACC Staff Meeting Coordinator, Sarah Staszkiel, by phone at: 778 405-1784, or the Assistant MACC Staff Meeting Coordinator, Casey Cathcart, by phone at 778 405-3140.

You may also reach them by email at: [MUNI.UBCM.MeetingRequests@gov.bc.ca](mailto:MUNI.UBCM.MeetingRequests@gov.bc.ca),

Once meetings have been scheduled, confirmations will be sent to UBCM Local Government and First Nations members **via email**.

## PROVINCIAL GOVERNMENT MINISTRIES AVAILABLE DURING THE 2023 UBCM CONVENTION

### MINISTRY OF AGRICULTURE AND FOOD

DIVISION/BRANCH	TOPIC
<b><i>Business Risk Management Branch</i></b>	<ul style="list-style-type: none"> <li>Helps producers manage risks such as weather hazards, natural disasters, wildlife, diseases, pests and market declines, that cause income losses and lead to financial instability. The Branch delivers three programs to help farmers manage financial risk: Production Insurance - offers insurance protection for agricultural crops against weather perils; Agri-Stability - protects farm enterprises from the financial impacts of significant margin declines which can be caused by increasing input costs or reduced agricultural revenues; and Wildlife Damage Compensation - compensates farmers for losses due to wildlife.</li> </ul>
<b><i>Corporate, Policy and Priorities Branch</i></b>	<ul style="list-style-type: none"> <li>Provides corporate leadership, coordination and analysis of policy, legislative and data issues related to the ministry's mandate. The Branch guides the development of ministry policy and legislation, including managing stakeholder relationships, participating in provincial policy and legislation development, and overseeing policy and legislative projects. The Branch serves as the central resource for internal and external clients on relevant, comprehensive, high-quality, and timely economic and social data on the province's farming, commercial fishing, aquaculture and food and beverage processing industries.</li> </ul>
<b><i>Extension and Support Services Branch</i></b>	<ul style="list-style-type: none"> <li>Identifies and promotes agriculture and food production/processing systems that are sustainable and enhance the economic benefits to the province. The Branch maintains operations in all agriculture regions of the province to deliver ministry programs and services through a network of regional agrologists, land use planners, technical and industry specialists. The Branch works through a variety of strategic partnerships and is the primary point of contact for the ministry's agriculture clients, both businesses and associations. The Branch also provides professional agricultural support to local government planning and emergency response processes, and to both the Agricultural Land Commission and the Farm Industry Review Board.</li> </ul>

## MINISTRY OF AGRICULTURE AND FOOD CONTINUED...

<p><b><i>Food and Beverage Branch</i></b></p>	<ul style="list-style-type: none"> <li>Leads market and business development activities for farmers, food and beverage processors and Indigenous communities as well as key initiatives such as Grow BC, Feed BC, Buy BC, and the BC Food Hub Network. The Branch works in partnership across regional stakeholders, industry, public sector organizations and levels of government to enhance the agriculture and food and beverage sector's capacity, inclusivity, and competitiveness, grow provincial food system resilience, promote career opportunities, and support current and next generation entrepreneurs.</li> </ul>
<p><b><i>Food Safety Inspection Branch</i></b></p>	<ul style="list-style-type: none"> <li>Safeguards public health by ensuring that agri-food, meat and seafood produced in the province is safe and wholesome. The Branch works in partnership with other federal and provincial agencies to facilitate food safety through three main program areas which are led by an Executive Director and supported by a team of administrative and policy and program advisory staff. The Branch also supports food safety through the Canadian Agricultural Partnership by administering On-Farm Food Safety and Post-Farm Food Safety.</li> </ul>
<p><b><i>Office of the Chief Veterinarian</i></b></p>	<ul style="list-style-type: none"> <li>Provides provincial leadership on regulated animal and zoonotic diseases, One Health and One Welfare in British Columbia. The Branch works to build resilient animal health systems for B.C. in collaboration with Provincial ministries, the Federal Government, Livestock industry, and Veterinary professionals.</li> </ul>
<p><b><i>Plant and Animal Health Branch</i></b></p>	<ul style="list-style-type: none"> <li>Supports the sustainability of animal and plant agriculture while serving to protect the well-being of the people of British Columbia through diagnostic services, surveillance, risk assessment, and the development of strategies to address identified risks. The Branch addresses plant health risks and issues that affect plant and agriculture productivity, environmental sustainability and competitiveness of agricultural crops in British Columbia. Through diagnostic services and surveillance, the Branch helps protect human health with the timely and accurate diagnosis of zoonotic diseases in the public health and food safety sectors (e.g., SARS-CoV-2, influenza, Salmonella).</li> </ul>

## MINISTRY OF AGRICULTURE AND FOOD CONTINUED...

<b>Regenerative Agriculture and Climate Initiatives</b>	<ul style="list-style-type: none"> <li>• Supports formulation of strategies, identifies opportunities, and drives the development and implementation of regenerative agriculture, innovation, climate initiatives and emergency management. This includes advancing B.C. as a leader in food security and the emerging agri-tech sector, helping companies bring innovation to agriculture and position B.C. as an agri-tech leader. Developing strategies and plans to maintain a new regenerative agricultural network, creating opportunities for farmers and greater food security by bringing together natural systems of production with agri-technologies that enhance production. Developing strategies and plans to achieve CleanBC climate action plan goals, helping farmers, ranchers and food processors prepare for climate impacts and ensure food security. Oversight of the ministry's Emergency Management function, including management of issues relating to avian influenza, wildfire, floods, and other natural or unexpected emergencies.</li> </ul>
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## ATTORNEY GENERAL

DIVISION/BRANCH	TOPIC
<b><i>Court Services Branch</i></b>	<ul style="list-style-type: none"> <li>• Responsible for case documentation and adjudication support for all matters going before the court, including case initiation and processing, fee collection, file and exhibit management, court clerking, court records and transcripts, interpreter services and the preparation and dissemination of court orders. In addition, the Court Services Branch is responsible for courtroom and courthouse security, prisoner custody and escort, document service, and jury administration.</li> </ul>
<b><i>Indigenous Justice Secretariat</i></b>	<ul style="list-style-type: none"> <li>• Responsible for working with external partners and stakeholders to develop and implement the provincial Indigenous justice strategies, and for the ongoing development of provincial policy and legislation reforms to improve outcomes for Indigenous people congruent with the Indigenous justice strategies, which includes national law reform, as well as federal/ provincial/ territorial linkages, while ensuring reforms are consistent with the United Nations Declaration on the Rights of Indigenous People (UNDRIP) and the Declaration on the <i>Rights of Indigenous People Act (DRIPA)</i>.</li> </ul>

## ATTORNEY GENERAL CONTINUED...

<p><b><i>Justice Services Branch</i></b></p>	<ul style="list-style-type: none"> <li>• Improving users' access to justice and experience with the administration of justice in B.C. by transforming elements of the justice system. The Branch also works with and provides support to tribunals, agencies, and independent offices, and delivers programs and services relating to family justice and access to justice in B.C.</li> </ul>
<p><b><i>Multiculturalism and Anti-Racism Branch</i></b></p>	<ul style="list-style-type: none"> <li>• Anti-Racism Data legislation.</li> <li>• <i>Anti-Racism Act</i>.</li> <li>• Multiculturalism and Anti-Racism Grant program.</li> <li>• Multiculturalism and Anti-Racism Awards.</li> <li>• Historical Wrongs Initiatives.</li> <li>• Report on Multiculturalism.</li> <li>• Resilience BC anti-racism network and provincial coordination on anti-racism and anti-hate initiatives.</li> <li>• Multicultural Advisory Council (MAC).</li> <li>• Proclamations Program.</li> <li>• Anti-Racism Training (Institutional Change Initiative).</li> </ul>

## MINISTRY OF CHILDREN AND FAMILY DEVELOPMENT

DIVISION/BRANCH	TOPIC
<p><b><i>Deputy Minister's Office and Executive Operations, Strategic Services Branch</i></b></p>	<ul style="list-style-type: none"> <li>• The Strategic Services Branch provides expertise to enable the large-scale, cross Divisional and complex transformation envisioned in the ministry's Strategic Framework. The Branch leads: <ul style="list-style-type: none"> <li>○ Project management— supports strategic initiatives and continuous improvement through assessing and making recommendations on project risks, mitigation strategies and resource deployment.</li> <li>○ Change management – champions organizational change and effective implementation of significant change initiatives with staff and external partners and service providers.</li> <li>○ Implementation oversight - oversees operational implementation of priority transformation projects to comply with legislative and policy requirements and ensure operational needs are met.</li> <li>○ Strategic planning and engagement – directs planning, reporting, internal, external, and web-based communications and engagement.</li> </ul> </li> </ul>

## MINISTRY OF CHILDREN AND FAMILY DEVELOPMENT CONTINUED...

<p><b><i>Service Delivery Division</i></b></p>	<ul style="list-style-type: none"> <li>• Service Delivery Division is responsible for delivering community services to children, youth and families across the province, including adoption and guardianship, child and youth mental health, children and youth with support needs, (including specialized provincial services, Autism Information Services, and Provincial Deaf and Hard of Hearing Services) child protection and family services, resources, Services to Adults with Developmental Disabilities, Specialized Intervention and Youth Justice, and forensics Early Years, and supporting youth transitioning to adulthood.</li> <li>• Our professional and support staff work closely with families, extended families, Indigenous Child and Family Services Agencies, First Nations, Métis and Inuit partners, foster caregivers, community social service agencies, service providers and ministry partners.</li> </ul>
<p><b><i>Strategic Integration, Policy and Legislation Division / Policy and Strategic Integration</i></b></p>	<ul style="list-style-type: none"> <li>• The Policy and Strategic Integration Branch identifies and addresses opportunities and risks for integration across the ministry in support of systemic reform and quality assurance. The team develops strategic and operational policy to improve outcomes for children, youth, and their families in the area of Child and Youth Mental Health (CYMH), child welfare, reconciliation/Indigenous Jurisdiction, and specialized homes and support services.</li> </ul>
<p><b><i>Strategic Integration, Policy and Legislation Division / Policy, Legislation and Litigation</i></b></p>	<ul style="list-style-type: none"> <li>• The Policy, Legislation and Litigation Branch serves as the hub for cross-Ministry services and supports related to legislation and legal support, litigation, strategic policy, research, and engagement. Each team is responsible for a distinct portfolio of programs and services.</li> </ul>
<p><b><i>Strategic Integration, Policy and Legislation Division / Strategic Initiatives</i></b></p>	<ul style="list-style-type: none"> <li>• The Strategic Initiatives Branch is responsible for the strategic design and policy for transforming supports for youth and young adults transitioning into adulthood; strategic and operational policy for the fall 2022 legislative amendments and broader systemic reform to the <i>Adoption Act</i>; and service design and strategic policy for Prevention and Family Supports. The Branch also leads the Service Frameworks for each of these areas.</li> </ul>
<p><b><i>Strategic Integration, Policy and Legislation Division / Strategic Youth Justice</i></b></p>	<ul style="list-style-type: none"> <li>• The Branch is responsible for changing the landscape for youth justice services in B.C. to ensure that our justice system is responsive, trauma-informed, and culturally grounded to better support relational accountability, public safety, and the needs of youth at all stages of intervention.</li> </ul>

## MINISTRY OF CHILDREN AND FAMILY DEVELOPMENT CONTINUED...

<p><b><i>Strategic Integration, Policy and Legislation Division / Early Years and Inclusion Policy, Communications and Engagement</i></b></p>	<ul style="list-style-type: none"> <li>• The Early Years and Inclusion Policy, Communication &amp; Engagement Branch provides support for early childhood development programs and services for children and youth with support needs (CYSN) through the development of strategic policy initiatives. The team incorporates a cross government approach for programs and services for children and families and is currently working to co-develop and improved system of services for children and youth with support needs (CYSN). Policy staff also research and develop innovative approaches for citizen engagement and program delivery.</li> </ul>
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## MINISTRY OF CITIZENS' SERVICES

DIVISION/BRANCH	TOPIC
<p><b><i>BC Data Service</i></b></p>	<ul style="list-style-type: none"> <li>• BC Data Service (BCDS) is a leader, convener and a trusted advisor for collaborative data solutions that enable government to better serve the people of B.C. BCDS enables teams across government to better deliver services by leading data policy development and management and providing data analysis, tools, platforms, training, and support. The BCDS is the trusted go-to leader for data analysis, statistics about people in B.C. and data management.</li> <li>• BCDS delivers several data access, analysis and use programs that support the modernization of government, including BC Stats, DataBC, the Data Innovation Program and the Data Science Partnerships Program. The Division also provides additional data services including, Strategic Data Management, Web Mapping, Location Services, API Services, Data Discovery and Publication and Research and Analytics.</li> <li>• BCDS is primarily responsible for two major government priorities: implementation of B.C.'s <i>Anti-Racism Data Act</i> and delivery of the BC Data Plan which includes co-development commitments on Indigenous data sovereignty and a framework for using Indigenous languages when interacting with government.</li> </ul>

## MINISTRY OF CITIZENS' SERVICES CONTINUED...

### **Connectivity**

- Internet and Cellular connectivity: The Division provides guidance on planning for broadband internet (including wired, wireless and satellite) to communities and highway and community cellular coverage to municipal and regional governments and oversees the Connecting British Columbia and the Connecting Communities BC funding programs.
- Local and Regional Government connectivity planning resources and tools: Programming supports local governments, First Nations, and regional districts by assisting with connectivity planning and helping communities to better understand how to achieve greater economic, environmental, public safety and social benefits enabled through high-speed internet.
- Local and Regional Government supports for NG911: The Division is supporting Next Generation 911 (NG911) implementation through funding to UBCM to enable municipalities to build the capacity and resources they require to make decisions and implement updated technical infrastructure required by NG911. The funding will be provided to UBCM to distribute to municipalities to address staffing, training, education, quality assurance, program delivery support, public outreach, and audit readiness. Public Safety Broadband Network (PSBN): Public Safety Broadband is a Canadian initiative led by the federal government to establish a secure, high-speed, and mobile wireless communications network. The network can be used by first responders and public safety personnel to communicate, access, and share information during day-to-day operations, weather-related incidents, natural disasters, emergencies, and major events.

## MINISTRY OF CITIZENS' SERVICES CONTINUED...

<p><b><i>Government Digital Experience</i></b></p>	<ul style="list-style-type: none"> <li>• GDX provides the technical infrastructure that enables gov.bc.ca, and manages high priority web content, including the translation of content for COVID-19 and vaccinations. As well, the Division is responsible to help determine opportunities for how government can approach translation of its information and services more broadly.</li> <li>• The Division also leads government's efforts to gather feedback from people in the province, and to provide expert advice for how to design programs and services that work for those who use them. This means leading service design and public engagement work for ministries, including gathering in-person and online feedback from people in B.C. about government policies, programs, and services, and better connecting digital services with the information people are looking for.</li> <li>• GDX is responsible for government's web training, standards and digital accessibility and supports plain language, easy to navigate and access information.</li> <li>• The Division also delivers digital policy advice and technology services to Government Communication and Public Engagement (GCPE) to support its day-to-day operations.</li> </ul>
<p><b><i>Office of Chief Information Officer</i></b></p>	<ul style="list-style-type: none"> <li>• The OCIO supports the transformation of government services through integration, collaboration, and innovation. It leads strategy, policy and standards that support digital government and information management including information technology, IT security, integrated data, privacy, and the management of the Information Management/IT investment portfolio for the province.</li> <li>• The OCIO provides leadership and expertise for telecommunications services, vendor management, innovation, and technology that enable the digital transformation of government work environments and communities in every corner of the province.</li> <li>• The OCIO is responsible for the province's technology infrastructure and provides a range of corporate enablers to support digital service delivery and business transformation for government and Broader Public Sector organizations.</li> <li>• It provides corporate information management services to government including Freedom of Information; proactive disclosures of information; privacy, records management, and elements of information security.</li> </ul>

## MINISTRY OF CITIZENS' SERVICES CONTINUED...

### ***Procurement and Supply***

- The Division plays a leadership role in government procurement and supply services. These activities serve the provincial government, the broader public sector, the public and, in some cases, municipalities. For example, municipalities use BC Bid to provide vendors with information on upcoming procurement operations and Asset Investment Recovery to dispose of municipal surplus assets in a convenient, environmentally friendly manner that returns a fair market value to the municipality.
- The Division is the lead for coordinating access to the Federal National Memorandum of Understanding (NMUA) which grants access to provinces and territories to numerous Corporate Supply Agreements created by the Federal Government.
- The new modernized BC Bid is government's online procurement tool for accessing and competing on public sector procurement opportunities. Used by hundreds of publicly funded organizations, such as Crown Corporations, health authorities and municipalities, the modernized application will make it easier for businesses of all sizes to take advantage of public sector contracts available.
- BC Bid is also connected to CanadaBuys which is the federal site for all Canadian provinces and territories allowing B.C. to comply with the Comprehensive Economic and Trade Agreement (CETA). Opportunities on BC Bid are posted overnight to CanadaBuys, increasing the pool of suppliers that will see and potentially bid on opportunities from the various Municipalities, Academic Institutions, Schools, and Hospitals.
- In collaboration with the Ministry of Indigenous Relations and Reconciliation (MIRR), the Division has formed an External Advisory Committee under the Indigenous Procurement Initiative (IPI) to determine actions to take in order to reduce barriers to government procurement opportunities and better support participation by Indigenous businesses and communities.

## MINISTRY OF CITIZENS' SERVICES CONTINUED...

<p><b><i>Real Property</i></b></p>	<ul style="list-style-type: none"> <li>• The Real Property Division (RPD) provides everything needed to design, set up and manage a government workplace. RPD has responsibility for the province's real estate portfolio including office space, special-purpose facilities (such as courthouses, laboratories, and correctional facilities), and parking. Real estate for schools, post-secondary institutions, hospitals, and municipalities are excluded from RPD's responsibilities. RPD provides cost-effective services related to government workplaces for ESG management, asset management, leasing, facilities management, project and construction management, furniture procurement, information and technology management, strategic real estate advice, acquisitions, dispositions, and space planning. RPD is also responsible to modernize government workplaces to align with future of work - Hybrid Workplace and ShareSpace requirements. RPD's client base includes ministry (mandated) as well as broader sector (voluntary) customers.</li> </ul>
<p><b><i>Service BC</i></b></p>	<ul style="list-style-type: none"> <li>• Service BC (SBC) is government's chief provider of services to B.C. residents and businesses. Through a provincial network of 65 service centres and the SBC Provincial Contact Centre, SBC provides approximately 300 government services on behalf of more than 40 partner ministries and agencies. The Division enables the design and delivery of accessible, responsive, and cost-effective services, making it easier for residents and businesses to interact with government.</li> <li>• The BC Corporate Registries Branch facilitates and supports commerce in the province through administration and verification of business, personal property, and manufactured home registrations. The Provincial Identity Information Management Program delivers trusted, secure identity service to support access to digital government services and information.</li> </ul>

## MINISTRY OF EDUCATION AND CHILD CARE

DIVISION/BRANCH	TOPIC
<i>Child Care Division</i>	<ul style="list-style-type: none"> <li>• The Child Care Division leads the development and implementation of ChildCare BC, government's 10-year strategy launched in 2018. This strategy is building affordable, accessible, quality, inclusive child care as a core service for families, and plays a key role in government's commitment to putting people first.</li> <li>• Through provincial programs and through partnership with the federal government, the Child Care Division delivers a wide variety of programs. Key programs delivered under through the Child Care Division include those providing operational funding for child care providers and cost-saving fee reductions for parents, capital grant programs for expanding and maintaining child care spaces, education and professional development supports for learners, and supports for community-based programs such as Child Care Resource and Referral Centres and Young Parent Program. In addition, the Division supports programs that help families and children access and participate in fully inclusive child care settings, as well as funding and supporting the development and expansion of distinctions-based Indigenous-led child care.</li> <li>• The Ministry, through the Child Care Division, has oversight of the Early Childhood Educator Registry, which issues provincial certifications, accesses and recommends approval for ECE post-secondary programs, and investigates complaints regarding ECE and ECEA conduct and competence.</li> <li>• The Division oversees the child care budget of \$827.377M for FY 23/24.</li> </ul>
<i>Resource Management Division</i>	<ul style="list-style-type: none"> <li>• The Resource Management Division is responsible for the oversight and management of approximately \$7.8 billion in operating funding to the K-12 sector; the K-12 funding formula; and school district shared services initiatives and childcare initiatives and programs. In addition, the Division is responsible for the ministry's overall budget and financial oversight and a wide range of corporate services: financial services; strategic human resources; risk management; and planning/reporting.</li> </ul>

## MINISTRY OF EMERGENCY MANAGEMENT AND CLIMATE READINESS

DIVISION/BRANCH	TOPIC
<i>Corporate Services Division</i>	<ul style="list-style-type: none"> <li>• Responsible for the provision of strategic advice and the delivery of corporate services to support EMCR programs and services.</li> <li>• Manages the Disaster Financial Assistance Arrangements (DFAA) claim administration and provincial cost tracking.</li> </ul>

## MINISTRY OF EMERGENCY MANAGEMENT AND CLIMATE READINESS CONTINUED...

<b><i>Disaster Recovery</i></b>	<ul style="list-style-type: none"> <li>• Leads coordination of provincial agency supports for communities following a disaster.</li> <li>• Implements the disaster financial assistance (DFA) program, and when DFA is not available, seeks alternative government and non-government funding opportunities to assist impacted parties.</li> <li>• Responsible for disaster recovery operational policy, cross government integrated disaster recovery framework, and recovery specialists who are ready to deploy to assist communities when a disaster strikes.</li> <li>• A Community Recovery team oversees the extensive community recovery needs following the 2021 Lytton Wildfire and the November Atmospheric River Event. This team is providing dedicated assistance to 2021 impacted communities to support their community lead recovery initiatives.</li> </ul>
<b><i>Disaster Risk Management</i></b>	<ul style="list-style-type: none"> <li>• Leads emergency management and provincial business continuity management planning.</li> <li>• Conducts emergency management training and exercises.</li> <li>• Undertakes strategic after actions reviews of disaster events, undertaking provincial and regional disaster and climate risk assessments.</li> <li>• Provides funding to First Nations and local governments to advance disaster risk reduction through planning and mitigation activities.</li> <li>• Advances policy, programs, and strategies to reduce disaster and climate risks.</li> <li>• Supports development of the <a href="https://ClimateReadyBC.bc.ca">ClimateReadyBC.bc.ca</a> platform as a one-stop information resource for disaster mitigation and climate adaptation.</li> </ul>
<b><i>Policy &amp; Legislation</i></b>	<ul style="list-style-type: none"> <li>• Delivers EMCR's strategic policy and legislation. This work includes leading EMCR's efforts to repeal and replace the <i>Emergency Program Act</i>. Modernized legislation will include a new statute and regulations, such as the Local Authorities Regulation and Compensation &amp; Disaster Financial Assistance Regulation.</li> </ul>
<b><i>Public Education &amp; Digital Services</i></b>	<ul style="list-style-type: none"> <li>• Leads the delivery of PreparedBC, the province's preparedness public education program serving First Nations communities, local authorities, and the public.</li> <li>• Provides oversight to a variety of guides, resources, programs, and social media campaigns aimed at influencing positive behaviour change at the individual level, but also the household and community level.</li> </ul>

## MINISTRY OF EMERGENCY MANAGEMENT AND CLIMATE READINESS CONTINUED...

<p><b><i>Regional Operations</i></b></p>	<ul style="list-style-type: none"> <li>• Leads and coordinates the preparedness and response to provincial land regional-level emergencies and disasters and supporting other authorities within their areas of jurisdiction, working directly with First Nations, local authorities, provincial ministries and agencies, federal departments, other jurisdictions, industry, and volunteers.</li> <li>• Leads and coordinates 24/7 emergency management capability through six regional offices located in Surrey, Kamloops, Nelson, Prince George, and Terrace, with the Vancouver Island Regional Office co-located at the EMCR Headquarters in Victoria. In addition, EMCR HQ houses the Emergency Coordination Centre and Provincial Duty Managers providing 24/7 situational awareness, activation of response to emergencies, including broadcast intrusive alerting.</li> <li>• Coordinates BC's Public Safety Lifeline Volunteer groups, who provide an array of critical, front-line emergency services, including Ground Search and Rescue, Air Search and Rescue, Road Rescue, Emergency Support Services, and Emergency Radio Communications.</li> </ul>
<p><b><i>Strategic Partnerships</i></b></p>	<ul style="list-style-type: none"> <li>• Leads the development and implementation of the Ministry of Emergency Management and Climate Readiness' (EMCR) inter-agency and inter-governmental partnerships.</li> <li>• Works to enhance BC's emergency preparedness, response and recovery efforts while strengthening EMCR capabilities and capacity to address catastrophic events by establishing and leading regional emergency management partnership agreements with the federal government, local governments, First Nations, emergency management partner agencies and critical infrastructure operators.</li> <li>• Leads EMCR's partnership arrangements with intergovernmental, nongovernmental, faith-based, and other emergency management partners and agencies.</li> </ul>

## MINISTRY OF ENERGY, MINES AND LOW CARBON INNOVATION

DIVISION/BRANCH	TOPIC
<p><b><i>Electricity and Alternative Energy Division</i></b></p>	<ul style="list-style-type: none"> <li>• The Division is responsible for British Columbia’s electricity and alternative energy sectors, including BC Hydro. These sectors are made up of diverse interests that develop electricity generation, transmission and distribution infrastructure, clean or renewable energy sources, including biomass, biogas, hydrogen, geothermal, hydro, solar, ocean, wind and low- carbon transportation fuels, and advance energy efficiency. The Division is taking a lead role in the development of a Climate Aligned Energy Framework for the province.</li> <li>• The Division is responsible for policies and programs that advance energy efficient, low-carbon technologies and practices in the built environment through R&amp;D, incentives, and standards. This portfolio includes the CleanBC Building Innovation Fund, CleanBC Better Homes and Better Buildings Program and the Energy Efficiency Standards Regulation.</li> <li>• The Division is responsible for developing and implementing legislation, policies, and programs to decarbonize the transportation sector and spur growth in the clean transportation industry in BC. This portfolio includes the <i>Zero Emission Vehicles (ZEV) Act</i>, the ZEV Regulation, and the CleanBC Go Electric Program.</li> <li>• The Division is responsible for B.C.’s low-carbon energy market transformation, driving a range of actions to support all stages of clean energy development and adoption, including through implementation of the BC Hydrogen Strategy and administration of the BC Hydrogen Office. The Division also administers the Innovative Clean Energy (ICE) Fund, a special account used to further the energy and environmental priorities of the government.</li> <li>• The Division supports the Minister’s oversight of BC Hydro and is responsible for public utility regulatory policy under the <i>Utilities Commission Act</i>. The Division will lead provincial collaboration with the British Columbia Utilities Commission to reframe the Commission’s current role as an economic regulator in alignment with the province’s climate action and affordability objectives.</li> <li>• The Division is responsible for co-leading the Indigenous Clean Energy Opportunities (ICEO) process with the First Nations Energy and Mining.</li> <li>• Council which is seeking to engage with First Nations rights holders and organizations in a collaborative dialogue to: <ul style="list-style-type: none"> <li>○ position First Nations to fully participate in current and future opportunities in British Columbia’s clean energy sector; and</li> <li>○ align the province’s strategic clean energy policy and legislation with the United Nations Declaration on the Rights of Indigenous people.</li> </ul> </li> </ul>

## MINISTRY OF ENERGY, MINES AND LOW CARBON INNOVATION CONTINUED...

<b><i>LNG Canada Implementation Secretariat</i></b>	<ul style="list-style-type: none"> <li>• This Division is responsible for the effective implementation of LNG Canada and its associated pipeline, Coastal GasLink by liaising with federal, provincial, municipal governments, Indigenous Nations, and the companies on key implementation issues management.</li> </ul>
<b><i>Mines Competitiveness and Authorizations Division</i></b>	<ul style="list-style-type: none"> <li>• Responsible for managing authorizations, geoscience and policy for the mining cycle from early mineral exploration, development of major and regional mines, and mine closure and reclamation.</li> <li>• Supports the competitiveness of B.C.'s mining sector, including critical minerals and helps position B.C. as an attractive jurisdiction for investment by providing fair, effective, and transparent authorizations, and focusing on regulatory certainty, Indigenous reconciliation and partnerships, world-class geoscience, innovation, and leading environmental standards.</li> </ul>
<b><i>Mines Health, Safety and Enforcement Division</i></b>	<ul style="list-style-type: none"> <li>• The Division was created in 2019 and is responsible for mine worker health and safety, compliance verification and enforcement, and investigations of serious incidents at mines.</li> <li>• Oversees the regulation of abandoned mines.</li> <li>• Manages the ongoing review and revision of the Health, Safety and Reclamation Code for Mines in B.C.</li> <li>• Oversees policy and Indigenous engagement in its core business areas.</li> <li>• The Division includes the Chief Auditor, responsible for conducting audits evaluating effectiveness of B.C.'s mining regulatory framework.</li> </ul>
<b><i>Strategic and Indigenous Affairs Division</i></b>	<ul style="list-style-type: none"> <li>• Supports mandate delivery of the Ministry of Energy, Mines and Low Carbon Innovation (EMLI) and EMLI's Divisions on its energy, mining, and natural gas mandates.</li> <li>• Supports EMLI efforts to advance reconciliation with Indigenous Nations including supporting the negotiation of revenue sharing and accommodation agreements and Reconciliation Agreements, engaging with Indigenous Nations on strategic policy matters. This work is consistent with Government's objectives under the <i>Declaration on the Rights of Indigenous Peoples Act</i> and ensures that First Nations actively participate in natural resource development in their Traditional Territories.</li> <li>• Corporate oversight and coordination of policies, land use planning, intergovernmental relations, service plan development, and reporting requirements by SIAD to ensure that EMLI takes a strategic approach to the delivery of its programs and services. Examples include Energy and Mines Ministers' Conference, Council of the Federation, and Federal/Provincial forums. SIB also supports energy and climate policy relating to CleanBC.</li> </ul>

## MINISTRY OF ENERGY, MINES AND LOW CARBON INNOVATION CONTINUED...

<p><b><i>Oil and Gas Division</i></b></p>	<ul style="list-style-type: none"> <li>• The Oil and Gas Division (Division) guides the responsible and sustainable development of publicly owned natural gas and oil resources to supply domestic and international energy needs. The Division develops and implements programs, policies, regulations, and best practices to ensure that British Columbia’s resources are developed in a way that aligns with government’s strategic priorities and delivers maximum economic benefits to British Columbians. The Division works closely with other natural resource agencies in the Public Service to deliver on its mandate.</li> <li>• The Division is responsible for the issuance, administration and access to oil and gas subsurface tenures, facilitating the implementation of interprovincial pipelines and related infrastructure projects, oversight of oil and gas royalties, design of stringent and competitive regulatory and policy frameworks for oil and gas, analyzing current and future oil and gas market trends, revenue and activity forecasting, and profiling opportunities for development of projects that could bring additional value to the province’s oil and gas resources. The Division plays a leading role in assisting the province in achieving its environmental and emissions reduction goals, such as the near elimination of methane emissions by 2035 and ensuring that all other commitments under CleanBC and the Roadmap to 2030 for the oil and natural gas sector are met. The Division manages program delivery to support accelerating the reclamation of dormant and legacy sites and supporting the province’s commitments to reconciliation. The Division is government’s primary liaison with the independent regulator for the oil and gas industry - the BC Energy Regulator.</li> <li>• The Division supports the Ministry by facilitating the responsible development of EMLI Service Plan Goal #3 by ensuring that “B.C.’s oil and gas industry reduces its carbon footprint in a manner that supports economic sustainability, advances Indigenous reconciliation and exhibits high environmental, social and governance (ESG) performance.”</li> </ul>
<p><b><i>Woodfibre Implementation Group</i></b></p>	<ul style="list-style-type: none"> <li>• Responsible for facilitating the development and implementation of the Woodfibre LNG facility by liaising with federal, provincial, municipal governments and First Nations. Providing a central point of contact for the proponent of Woodfibre LNG on regulatory and issues management.</li> </ul>

## MINISTRY OF ENVIRONMENT AND CLIMATE CHANGE STRATEGY

DIVISION/BRANCH	TOPIC
<b><i>Conservation and Recreation</i></b>	<ul style="list-style-type: none"> <li>• Responsible for all matters (policy, planning and management) of conservation, recreation and cultural values in the province's parks and protected areas, and for developing, maintaining, and managing a network of recreation sites and recreation trails on Crown land throughout the province.</li> <li>• Conservation Officer Service: A natural resource law enforcement agency responsible for enforcing federal and provincial statutes, public safety as it relates to human-wildlife conflict, commercial environmental and industrial investigations and compliance and enforcement activities.</li> </ul>
<b><i>Climate Action Secretariat</i></b>	<ul style="list-style-type: none"> <li>• Province-wide coordination and management of systems to address and respond to climate change including: CleanBC, CleanBC Roadmap to 2030, CleanBC Communities Fund, Industrial carbon pricing and climate programs (CleanBC Industry Fund, CleanBC Industrial Incentive Program, B.C. Output Based Pricing System for Industry), B.C. Offset Program, Climate Preparedness and Adaptation Strategy, Carbon Neutral Government (Public Sector Organizations – schools, universities and colleges and hospitals), Climate Solutions Council, GHG Provincial Inventory, including the community GHG Inventory and new Local Government Climate Action Program. Climate action pieces of legislation related to climate change including <i>Greenhouse Gas Industrial Reporting and Control Act</i>, <i>Climate Change Accountability Act</i>, <i>Renewable and Low Carbon Fuel Requirements Act</i>, <i>Vehicle Emissions Standards Act</i>, <i>Clean Energy Act</i>, <i>Greenhouse Gas Reduction - Emissions Standards</i>, and Carbon Tax.</li> </ul>

## MINISTRY OF ENVIRONMENT AND CLIMATE CHANGE STRATEGY CONTINUED...

<p><b><i>Environmental Assessment Office</i></b></p>	<ul style="list-style-type: none"> <li>• The Environmental Assessment Office (EAO) is a neutral regulatory agency that reviews proposed major projects such as mines, oil and gas facilities and large infrastructure projects.</li> <li>• Under the legal framework of the 2018 <i>Environmental Assessment Act</i> (the Act), the EAO implements a process to ensure that any environmental, economic, social, cultural and health effects that may occur during the lifetime of a project are thoroughly assessed.</li> <li>• The EAO coordinates its work with federal and provincial agencies, local governments, and First Nations, and engages the public throughout the environmental assessment process, to inform provincial Ministers' decision whether projects should be approved to proceed.</li> <li>• The EAO also has a reconciliation purpose under the Act, and accordingly works jointly with B.C. First Nations to assess a proposed project's impact on Nations and their rights.</li> <li>• If a project is approved to proceed, the EAO monitors and enforces compliance with its requirements to ensure that projects are designed, built, operated, decommissioned, and reclaimed in compliance with the conditions of their approval.</li> </ul>
<p><b><i>Environmental Protection Division</i></b></p>	<ul style="list-style-type: none"> <li>• Air quality, reducing toxins, pollution prevention, environmental emergencies/provincial spill response, <i>Environmental Management Act</i>, contaminated sites, brownfields, hazardous and industrial waste, <i>Integrated Pest Management Act</i>, extended producer responsibility, recycling, CleanBC Plastics Action Plan, organics infrastructure funding programs, Clean Coast Clean Waters fund, Plastic Action Fund, Community Woodsmoke Reduction Program, Public Interest Bonding Strategy, circular economy, local government waste management planning, waste management (incineration, landfilling, municipal liquid and solid waste), permitting and compliance reporting for industrial operations' emissions; groundwater hydrology; water and air quality monitoring (Federal-Provincial Trend Monitoring Network, BC Lake Monitoring Network), groundwater level and quality monitoring (Provincial Groundwater Observation Well Network), hydrometric and climate monitoring networks; environmental databases; State of Environment Reporting; snow survey; ambient air quality; water stewardship outreach (<a href="#">B.C. Lake Stewardship and Monitoring Program</a> – volunteer based- ); environmental and analytical chemistry laboratory services , provincial laboratory quality assurance and standards; Indigenous relations and partnership development related to environmental quality and monitoring; Compliance and enforcement for industrial, commercial activities and sectors regulated under the <i>Environmental Management Act</i> regarding discharges to the environment, and under the <i>Integrated Pest Management Act</i> as it relates to pesticide use and storage; compliance planning.</li> </ul>

## MINISTRY OF ENVIRONMENT AND CLIMATE CHANGE STRATEGY CONTINUED...

<b>Strategic Services</b>	<ul style="list-style-type: none"> <li>• Coordination of cross-ministry policy initiatives and corporate support for policy development, legislation, and inter-governmental relations; business improvement and corporate reporting; ministry-wide integration and delivery of digital and service transformation opportunities; advice and recommendations on cross-cutting Indigenous initiatives, Indigenous relationship practices evaluation, strategies, and guiding principles development for partnerships with First Nations.</li> </ul>
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## MINISTRY OF FINANCE

DIVISION/BRANCH	TOPIC
<b>Crown Agencies Secretariat</b>	<ul style="list-style-type: none"> <li>• Leadership and support for board appointments and development for Public Sector Organizations; and for the annual performance management and reporting cycle for ministries and crown agencies</li> <li>• Strategic oversight and support to specific Crowns, agencies, or organizations, including: <ul style="list-style-type: none"> <li>○ The BC Lottery Corporation (BCLC), including BCLC's oversight of casinos and community gaming facilities.</li> <li>○ The Liquor Distribution Branch (LDB) sales and policy, including BC Liquor Stores and BC Cannabis Stores.</li> <li>○ Insurance Corporation of BC (ICBC) provides direct support to the Minister of Public Safety and Solicitor General.</li> </ul> </li> </ul> <p><b>**For <u>Minister</u> meeting requests for the Liquor Distribution Branch or the Insurance Corporation of BC please direct these to the <a href="#">Ministry of Public Safety and Solicitor General</a>.</b></p> <p><b>**For <u>staff</u> meeting requests for the Liquor Distribution Branch please direct these to the <a href="#">Ministry of Public Safety and Solicitor General</a>.</b></p> <p><b>**For <u>staff</u> meeting requests for the Insurance Corporation of BC please see their description in the <a href="#">Provincial Agencies, Commissions, and Corporations section</a>.</b></p>
<b>Policy and Legislation Division / Financial and Corporate Sector Policy Branch</b>	<ul style="list-style-type: none"> <li>• Anti-money laundering in real estate and the financial sector, including beneficial ownership transparency initiatives.</li> <li>• Corporate and financial sector policy including: <ul style="list-style-type: none"> <li>○ Securities</li> <li>○ Real Estate (including mortgage brokers and real estate developers)</li> <li>○ Financial institutions</li> <li>○ Pensions</li> <li>○ Business Organizations (including companies, societies, and cooperative associations)</li> </ul> </li> </ul>

## MINISTRY OF FINANCE CONTINUED...

<p><b><i>Policy and Legislation Division / Intergovernmental Fiscal Relations</i></b></p>	<ul style="list-style-type: none"> <li>• Federal-provincial fiscal relations (e.g., intergovernmental transfers). <ul style="list-style-type: none"> <li>○ Support Premier’s participation at Premiers’ and First Ministers’ tables.</li> <li>○ Support Finance Minister’s participation at provincial-territorial and federal-provincial-territorial Finance Ministers’ tables.</li> </ul> </li> <li>• Joint federal-provincial social policy priorities (e.g., income security and pensions).</li> <li>• Cannabis revenue sharing with Indigenous Relations and Reconciliation.</li> <li>• Local government fiscal relations, with Municipal Affairs</li> <li>• First Nations fiscal relations, and Indigenous Relations and Reconciliation with Finance.</li> </ul>
<p><b><i>Policy &amp; Legislation Division / Property Tax and Assessment Policy</i></b></p>	<ul style="list-style-type: none"> <li>• Property tax and assessment policy including: <ul style="list-style-type: none"> <li>○ Provincial property assessment policy, legislation, and methodology (e.g., crown leases, affordability impacts &amp;, evaluation of development lands).</li> <li>○ Oversight of BCA and the Property Assessment Review panels.</li> <li>○ Provincial property taxes (school, rural, police)</li> <li>○ Property Transfer Tax</li> <li>○ Speculation and Vacancy Tax</li> <li>○ Purpose built rentals</li> </ul> </li> </ul>
<p><b><i>Policy and Legislation Division / Tax Policy Branch</i></b></p>	<ul style="list-style-type: none"> <li>• Provincial tax policy, including: <ul style="list-style-type: none"> <li>○ Provincial property taxes (school, rural, police)</li> <li>○ Property Transfer Tax</li> <li>○ Speculation and Vacancy Tax</li> <li>○ Provincial Sales Tax</li> <li>○ Municipal and Regional District Tax</li> <li>○ Carbon Tax</li> <li>○ Motor Fuel Tax</li> <li>○ Provincial Income Tax</li> <li>○ Indigenous Taxation</li> <li>○ Employer Health Tax</li> </ul> </li> </ul>

## MINISTRY OF FORESTS

DIVISION/BRANCH	TOPIC
<b>Associate Deputy Minister's Office</b>	<ul style="list-style-type: none"> <li>Permitting Process Improvements, Business Effectiveness, Strategic Projects (e.g., Old Growth), FSA Modernization, and Operation Services for FrontCounter B.C.</li> </ul>
<b>BC Wildfire Service</b>	<ul style="list-style-type: none"> <li>Wildfire Suppression, Wildfire Prevention and Community Resiliency Initiative.</li> <li>Wildfire Recovery and All Hazard Response.</li> </ul>
<b>Indigenous Relations Branch</b>	<ul style="list-style-type: none"> <li>Supports the province's goal of reconciliation with Indigenous peoples through the implementation of the UN Declaration on the Rights of Indigenous Peoples (UNDRIP) and the <i>Declaration Act</i> Action Plan.</li> <li>First Nations Reconciliation &amp; Negotiations Strategy, New Fiscal Framework &amp; Revenue Sharing, First Nations Forest Tenure, First Nations Forestry Council Engagement, and Consultation Systems &amp; Information Management.</li> </ul>
<b>Integrated Resource Operations Division</b>	<ul style="list-style-type: none"> <li>Archaeology; Compliance and Enforcement; Fish and Wildlife, Water Management, Engineering, Forest Tenures, Crown land Opportunities and Restoration, and Lands.</li> </ul>
<b>Office of the Chief Forester</b>	<ul style="list-style-type: none"> <li>The Office of the Chief Forester provides provincial leadership for forest management and stewardship. Activities that occur within the Office of the Chief Forester include, continuous improvement of policies, legislation and practices, acquisition and update of forest inventory, spatial analysis and reporting of timber and non-timber values, allowable annual cut determination, silviculture, seed supply, forest health, land-based research, climate change, carbon management, integrated planning, forest genetic resource management, developing the bio economy and strategic old growth support. All these activities are carried out to achieve sustainable management of B.C.'s forests and maintain a balance between a healthy environment and economic sustainability. This Division is comprised of the Office of the Chief Forester and six Branches: Forest Analysis and Inventory Branch, Forest Improvement and Research Management Branch, Forest Carbon and Climate Services Branch, Forest Investment and Reporting Branch and Forest Science, Planning and Practices Branch and Innovation, Bioeconomy and Indigenous Opportunities Branch and Provincial Old Growth Strategy.</li> </ul>

## MINISTRY OF FORESTS CONTINUED...

<b><i>Regional Operations</i></b>	<ul style="list-style-type: none"> <li>Regional Operations covers the entire province of British Columbia and is separated into three areas: North, South and Coast. Activities that occur within regional operations include: Forestry, range, water, land, wildlife and fish authorizations and monitoring, Indigenous consultation, major projects authorizations, operation of regional offices providing client access to natural resource authorizations (Front Counter BC), geographic information and Crown land sales, revenue management, drought and flood response, Emergency Management BC and BC Wildfire Service (BCWS) support, wildfire risk reduction, wildfire rehabilitation and recovery, resource stewardship (resource value monitoring and assessment), BC Timber Sales regional timber sales, investment and reporting on forest management to the Office of the Chief Forester and timber sales reviews for regions, strategic initiatives and forest landscape planning, silviculture project delivery, and resource roads and infrastructure including access and land management issues.</li> </ul>
<b><i>Timber, Range and Economics</i></b>	<ul style="list-style-type: none"> <li>Economics, Trade, Export Policy, Softwood Lumber, Timber Pricing, stumpage, Competitiveness and Compensation policy, Resource worker safety, value added forestry, range policy and planning, modernizing forest policy, forest sector transformation, BC Timber Sales provincial operations.</li> </ul>

## MINISTRY OF HEALTH

<b>DIVISION/BRANCH</b>	<b>TOPIC</b>
<b><i>Finance and Corporate Services</i></b>	<ul style="list-style-type: none"> <li>Supports programs and health authorities by managing and ensuring a consistent approach to financial and corporate services planning, policy, performance oversight/reporting, and critical financial and corporate services issues management.</li> <li>Services provided include, Health Authority Regional Grants Decision Support, Finance and Decision Support, Capital Services Management, and Audit and Investigations.</li> </ul>
<b><i>Health Sector Workforce and Beneficiary Services</i></b>	<ul style="list-style-type: none"> <li>Responsible for operational delivery of beneficiary and diagnostic services and workforce strategies that contribute to effectively meeting patient and population health needs and improving patient outcomes through the efficient delivery of health services.</li> </ul>

## MINISTRY OF HEALTH CONTINUED...

<p><b><i>Hospital and Provincial Health Services</i></b></p>	<ul style="list-style-type: none"> <li>• Focuses on implementing specialized community and surgical services and programs, provincial health service, and regional hospital-based services, and provides provincial oversight of Medical Assistance in Dying (MAID).</li> <li>• Works towards service transformation across the acute and provincial health sector and streamlines bilateral efforts between the ministry and health authorities by bringing together key mandated initiatives.</li> <li>• Works on continuing to implement the Surgical Renewal Commitment to address and improve patient access and wait times for surgical and diagnostic imaging services while also increasing surgical and diagnostic capacity in the province.</li> </ul>
<p><b><i>Office of Indigenous Health</i></b></p>	<ul style="list-style-type: none"> <li>• Works in partnership with B.C. First Nations, Métis and urban Indigenous partners, regional health authorities, across provincial ministries, and with Indigenous Services Canada to ensure the implementation of key strategic priorities and commitments regarding Indigenous health and wellness.</li> <li>• Key focus: Using the Recommendations of the <i>In Plain Sight</i> report as a blueprint for action to address Indigenous-specific racism and discrimination across the B.C. health care system.</li> </ul>
<p><b><i>Population and Public Health</i></b></p>	<ul style="list-style-type: none"> <li>• Focuses on improving the overall health and well-being of the population by promoting good health and wellness, preventing disease, injury, and illness, and protecting people from harm.</li> </ul>
<p><b><i>Primary Care</i></b></p>	<ul style="list-style-type: none"> <li>• Responsible for primary care policy direction, strategy development implementation, results monitoring, quality improvement and evaluation oversight. The current priorities of the Division are: Increasing attachment and access through Primary care networks; Urgent and primary care centres; Community health centres; First Nations Led Primary Care Initiatives, Interdisciplinary team based primary care services both in person and virtual; integration of primary care services with specialized community services programs.</li> <li>• The Division also includes HealthLink BC due to its role as a key community services enabler of primary care.</li> </ul>
<p><b><i>Seniors Services</i></b></p>	<ul style="list-style-type: none"> <li>• Responsibility for Home Health, Long-Term care and Assisted Living policy development and implementation.</li> <li>• Ministry policy and actions related to the Assisted Living Registry operations and oversight.</li> </ul>

## MINISTRY OF HOUSING

DIVISION/BRANCH	TOPIC
<b><i>Building and Safety Standards Branch</i></b>	<ul style="list-style-type: none"> <li>• Buildings, Construction, and Technical Systems: The regulatory framework for buildings and technical systems, including development of building, plumbing, fire, electrical, gas, elevator, and energy codes, safety standards for technical systems, homeowner protection (e.g., home warranties), oversight of certain industry professionals and trades (e.g., home builder licensing and mandatory building official qualifications), and policy advice relating to the built environment, including climate leadership and accessibility for new buildings. Liaison with BC Housing Licensing and Consumer Services, Technical Safety BC, Building Officials Association of BC, National Research Council and Accessibility Standards Canada.</li> <li>• Technical requirements for existing buildings related to CleanBC, climate adaptation, and disaster mitigation (e.g., earthquakes, flooding, and wildfires).</li> <li>• Nationally harmonized technical requirements to make new buildings more accessible.</li> </ul>
<b><i>Engagement and Encampment Response Branch</i></b>	<ul style="list-style-type: none"> <li>• Coordinated encampment response including leading the DTES plan and the Provincial Encampment Response Framework.</li> <li>• Delivering and engaging on the province's Homelessness Plan.</li> <li>• Provincial engagement and coordination across government with partners and interested parties to develop a more united approach to addressing homelessness.</li> <li>• Supporting initiatives such as the Rent Bank, Community Action Grants, Indigenous Advisory Committee and People with Lived Expertise on homelessness committee.</li> <li>• Engages Indigenous Peoples with land in a specified municipality.</li> </ul>
<b><i>Governance and Accountability Branch</i></b>	<ul style="list-style-type: none"> <li>• Leads governance and oversight for BC Housing as well as BC Housing performance monitoring/reporting. Responsible for developing strong partnerships to support the work of BC Housing.</li> <li>• BC Housing is responsible for implementation of Building BC programs that are helping government deliver on its goal to deliver 114,000 units of affordable housing including the following programs: Supportive Housing Fund, Women's Transition Housing Fund, Community Housing Fund, Indigenous Housing Fund, Rapid Response to Homelessness, Deepening Affordability program. It is also responsible for HousingHub which works with communities, governments, non-profit and private sector stakeholders to facilitate the creation of new affordable rental housing and homeownership options for middle-income households.</li> </ul>

## MINISTRY OF HOUSING CONTINUED...

<b><i>Housing Policy Branch</i></b>	<ul style="list-style-type: none"> <li>• Housing policy and program development, including market and non-market housing; legislation governing strata properties; coordination of the provincial housing strategy; policy on short-term rentals, long-term residential leases; Crown grants for housing.</li> </ul>
<b><i>Housing Targets Branch</i></b>	<ul style="list-style-type: none"> <li>• Under the authorities set out in the <i>Housing Supply Act</i> and Regulations Administers the program to issue housing targets for specified municipalities.</li> <li>• Undertakes analysis to select specified municipalities, forecast housing needs and produce housing targets.</li> <li>• Consults specified municipalities, issues timebound Housing Target Orders and monitors progress toward meeting housing targets: 1) housing units by type, tenure, and affordability; and 2) municipal processes to facilitate housing supply (land use bylaws, permitting and approval processes).</li> </ul>
<b><i>Residential Tenancy Branch</i></b>	<ul style="list-style-type: none"> <li>• The regulatory framework for landlords and tenants, including conventional residential and manufactured home park tenancies; information services and disputes resolution for landlord and tenant disputes.</li> </ul>
<b><i>Strategic Results Management Branch</i></b>	<ul style="list-style-type: none"> <li>• Provides strategic project leadership, planning and performance reporting, as well as engagement and internal communications for key initiatives.</li> </ul>

## MINISTRY OF INDIGENOUS RELATIONS AND RECONCILIATION

<b>DIVISION/BRANCH</b>	<b>TOPIC</b>
<b><i>Negotiations and Regional Operations Division</i></b>	<ul style="list-style-type: none"> <li>• Leads provincial engagement with First Nations to advance reconciliation initiatives, including negotiating and implementing agreements with First Nations partners in conjunction with other provincial agencies, federal and local government, and working with stakeholders to ensure the success of reconciliation initiatives.</li> <li>• Leads and collaborates with other Ministries to advance shared decision-making initiatives with First Nations, consistent with sections 6 and 7 of the <i>Declaration Act</i>.</li> </ul>

## MINISTRY OF INDIGENOUS RELATIONS AND RECONCILIATION CONTINUED...

<p><b>Reconciliation Transformation and Strategies Division</b></p>	<ul style="list-style-type: none"> <li>• Leads provincial development and implementation of strategic reconciliation initiatives, such as the <i>Declaration on the Rights of Indigenous People Act</i>.</li> <li>• Facilitates collaboration and partnership between Indigenous and non-Indigenous peoples, stakeholders, and all levels of government to build capacity and support outcomes that advance reconciliation at the local, regional, and provincial levels.</li> <li>• Provides strategic advice and coordination to support Indigenous economic development and sustainability as a means to advance self-determination.</li> </ul>
<p><b>Strategic Partnerships and Initiatives Division</b></p>	<ul style="list-style-type: none"> <li>• Leads and supports the development and implementation of key strategies to strengthen the socio-economic conditions of Indigenous people in B.C.</li> <li>• Leads B.C.'s efforts in socio-cultural reconciliation with Indigenous communities and the development of provincial strategies for improving outcomes for Métis and urban Indigenous populations.</li> <li>• Leads community engagement and the coordination of the provincial response to residential school sites in B.C.</li> <li>• Supports the negotiation of land packages and project manages the transfer of provincial Crown land to First Nations as part of provincial agreements.</li> <li>• Leads the provincial efforts to bring modern treaties into effect and fosters long-term relationships between treaty partners, First Nations, Canada, and B.C.</li> </ul>

## MINISTRY OF JOBS, ECONOMIC DEVELOPMENT AND INNOVATION

DIVISION/BRANCH	TOPIC
<p><b><i>Small Business and Economic Development Division</i></b></p>	<ul style="list-style-type: none"> <li>• Delivers on-the-ground regional, rural, and Indigenous economic development and diversification supports, and assists rural communities in accessing funding, and implementing projects such as business retention and expansion, investor readiness, and sector development. This includes supporting communities responding to economic shocks (such as mill or mine closures) or needing assistance after an environmental disaster.</li> <li>• Coordinates the Forest Worker and Community Supports programs to support recommendations under the Old Growth Strategic Review and leads the BC Manufacturing Jobs Fund (MJF), Rural Diversification and Infrastructure Program (REDIP), Rural Business and Community Recovery Initiative (RBCRI) Forest Employment Program (FEP) and the community transition services.</li> <li>• With \$180 million over three years, the BC Manufacturing Jobs Fund (MJF) will support economic diversification by funding capital projects that bring benefits to local workers and communities, particularly in areas impacted by economic downturns.             <ul style="list-style-type: none"> <li>○ MJF will fund up to \$10 million for manufacturing infrastructure and up to \$50,000 for final stage business planning for a capital project.</li> <li>○ Intake opened on February 28, 2023, and will remain open for up to two years, or until funds are allocated.</li> <li>○ All manufacturing sectors are eligible, with a particular focus on supporting value-added forestry projects.</li> </ul> </li> <li>• Economic analysis and policy, including LNG economic and workforce impacts and opportunities; StrongerBC Young Leaders Council; Business growth and scale-up, including the B.C. supplier development pilot; Better Regulations for British Columbians.</li> <li>• Leads the development and delivery of policies, programs and initiatives supporting inclusive economic recovery, local, regional, and Indigenous economic development, outreach, engagement, and community investment readiness.</li> <li>• Small business initiatives, outreach and engagement including the Small Business Roundtable, programs, resources, and available supports including Small Business BC; Mobile Business Licenses; BizPal and Sector and Regulatory Competitiveness</li> <li>• Manages the provincial legislation and relationships with the northern, southern interior, and island-coastal economic trusts. Focus on increasing Indigenous participation in the economy by upholding the province's commitment to reconciliation in the <i>Declaration on the Rights of Indigenous Peoples Act</i> and the StrongerBC Economic Plan.</li> </ul>

## MINISTRY OF JOBS, ECONOMIC DEVELOPMENT AND INNOVATION CONTINUED...

- Provides guidance, support and coordination on Indigenous engagement, policy and economic development opportunities and builds enduring relationships with Indigenous partner organizations and communities to advance Indigenous economic initiatives.
- Responsible for InBC - a \$500 million strategic investment fund with a “triple bottom line” mandate that invests in high-growth potential businesses to help them scale up.
- Facilitates investments through the Major Investments Office:
  - Assesses the technical, financial, and strategic scope of investment opportunities to determine the appropriate level of ministry engagement.
  - Engages with potential investors who have a viable project opportunity and provides customized support to enable the investment to advance in B.C.
  - Works closely with the Ministry of Energy, Mines, and Low Carbon Innovation to boost B.C. as a global exporter of climate solutions, carbon capture, storage, and other low carbon technologies.
  - Leads and/or collaborates on complex cross ministry/government activities or strategic initiatives, including economic recovery.
  - Develops partnerships with investors to match project financing needs with strategic sources of capital.
  - Develops relationships with industry associations, investors, and other investment focused stakeholders to identify projects that could benefit from the Branch’s involvement.
  - Leads the ministry’s investment evaluation process.
- Lead the development and implementation of a Life Sciences and Biomanufacturing Strategy to position B.C. as a hub for the biotechnology sector. Conduct life sciences policy analysis and provide advice and recommendations on policy direction. Develop new concepts and initiatives that support the long-term goals of the Strategy. Develop and maintain sector intelligence resources on B.C.’s life sciences sector, including through engagement with sector stakeholders and in collaboration with BC Stats.

## MINISTRY OF JOBS, ECONOMIC DEVELOPMENT AND INNOVATION CONTINUED...

<p><b><i>Trade and Industry Development Division</i></b></p>	<ul style="list-style-type: none"> <li>• Delivers “StrongerBC” initiatives that help B.C. businesses adapt and recover from the impacts of COVID-19 (Agritech, Manufacturing, Supply Chain).</li> <li>• Develops programming and strategies for major and emerging sectors of B.C.’s economy.</li> <li>• Spurs economic opportunities through Canada’s free trade agreements and our own international networks in support of diversified and growing exports and investment attraction.</li> <li>• Drives prosperity and global opportunities for B.C. businesses in collaboration with Global Affairs Canada in the USA, Europe, and Asia.</li> <li>• Develops and delivers events and outreach to support awareness and networking for B.C. businesses in B.C. and overseas.</li> <li>• Delivers and coordinates trade readiness and trade services programs serving communities across the province including indigenous communities, helping develop prosperous exporting companies positively impacting these communities.</li> <li>• Supports the delivery of the Export Navigator Program.</li> <li>• Supports the delivery of the Agritech Concierge Program and co-lead for implementation of the recommendations of the Food Security Task Force.</li> <li>• Develops and delivers initiatives to attract and retain international investors and businesses, including support for site selection, aligning efforts with B.C. communities and federal partners to optimize the best investment opportunities for B.C.</li> <li>• Advances and defends B.C. interests in international and domestic trade negotiations, agreements, and disputes.</li> <li>• Monitors, analyzes, and communicates trends in investment, exports, and policy, connecting to the B.C. industry development context, and providing the evidence base for sound strategy development and decision making.</li> <li>• Leads the development of a Trade Diversification Strategy and an Industrial and Manufacturing Strategy.</li> <li>• Tasked with advancing the Mass Timber Action Plan. Expanding the use of mass timber in building construction which will assist our forestry sector transition to high value over high-volume production.</li> <li>• Expected outcomes include opportunities for local workers, strong partnerships with First Nations and greater economic opportunity while making a significant contribution to advancing CleanBC, cross-government and external partner co-ordination/collaboration and supporting the Minister’s Mass Timber Advisory Council.</li> </ul>
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## MINISTRY OF JOBS, ECONOMIC DEVELOPMENT AND INNOVATION CONTINUED...

<b><i>Innovation, Technology, and Investment Capital Division</i></b>	<ul style="list-style-type: none"> <li>• B.C.'s technology and innovation policy and programming, including responsibility for Innovate BC.</li> <li>• Intellectual Property.</li> <li>• Coordination of the province's StrongerBC economic plan and associated programming.</li> <li>• Province's participation in the Digital Supercluster and Quantum Algorithms Institute.</li> <li>• Small Business Venture Capital Tax Credit Act and Program.</li> <li>• Integrated Marketplace Initiative and support to the BC Innovation Commissioner.</li> <li>• Venture Capital Tax Credit.</li> <li>• Secretariat for StrongerBC, Economic Plan coordination, tracking and reporting.</li> <li>• BC Knowledge Development Fund.</li> <li>• Cannabis economic development.</li> <li>• Clean technology, hydrogen, and low carbon innovation.</li> </ul>
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## MINISTRY OF LABOUR

DIVISION/BRANCH	TOPIC
<b><i>Employment Standards</i></b>	<ul style="list-style-type: none"> <li>• Administration of the <i>Employment Standards Act</i> to ensure employees receive basic standards of compensation and conditions of employment, including the minimum wage. Provide fair and efficient procedures for resolving employment standards disputes between employees and employers. Responsible for the Employment Standards Branch and the Employment Standards Tribunal. Responsible for enforcement of the <i>Temporary Foreign Worker Protection Act</i>.</li> </ul>
<b><i>Forest Worker Support</i></b>	<ul style="list-style-type: none"> <li>• Delivery of the Bridging to Retirement program which supports forestry workers, contractors and their employees impacted by Old Growth deferrals who are 55+ to transition to retirement in their communities and also enables workers in working forestry operations to voluntarily retire, with employer participation.</li> </ul>
<b><i>Labour Relations</i></b>	<ul style="list-style-type: none"> <li>• Administration of the Labour Relations Code through the independent quasi-judicial B.C. Labour Relations Board. The ministry also promotes stable labour relations by monitoring collective bargaining disputes and providing formal and informal assistance to the parties. Also, responsible for the <i>Fire and Police Services Collective Bargaining Act</i> and the <i>Fire Department Act</i>.</li> </ul>

## MINISTRY OF LABOUR CONTINUED....

<b>Workers' Compensation</b>	<ul style="list-style-type: none"> <li>• Administration of the <i>Workers Compensation Act</i> through WorkSafeBC (provincial Workers' Compensation Board). WorkSafeBC provides compensation services, health care and vocational rehabilitation to injured workers. WorkSafeBC also has authority to develop, enact and enforce the Occupational Health and Safety Regulation. The ministry is also responsible for the Employers' Advisers Office, the Workers' Advisers Office, and the Workers' Compensation Appeal Tribunal.</li> </ul>
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## MINISTRY OF MENTAL HEALTH AND ADDICTIONS

DIVISION/BRANCH	TOPIC
<b>Child, Youth and Mental Health Policy Division</b>	<ul style="list-style-type: none"> <li>• Set strategic direction and lead initiatives related to child and youth mental health and substance use, including the expansion of Foundry Youth Centres, Foundry Virtual, developing a youth substance use system of care, including youth substance treatment beds and services, and implementing integrated child and youth teams.</li> <li>• Supporting Indigenous-led solutions for mental health and substance use needs through Indigenous partnerships and advancing broader commitments to Indigenous reconciliation, land-based healing initiatives, and First Nations-run treatment centres.</li> <li>• Leading mental health initiatives such as the expansion of affordable community counselling.</li> <li>• Developing programs to serve people with complex mental health and substance use needs, including implementation of complex care housing.</li> <li>• Coordinate with the Ministry of Public Safety and the Solicitor General (PSSG) on services and supports for people who are causing detrimental harm to themselves and others as a result of mental health or substance use.</li> <li>• Lead for community-based mental health crisis response services including Peer Assisted Care Teams (PACT) and mobile integrated crisis response teams, also known as Car programs.</li> </ul>
<b>Corporate Services Division</b>	<ul style="list-style-type: none"> <li>• Lead for public information, social marketing, and anti-stigma campaigns for substance use in the province.</li> </ul>

## MINISTRY OF MENTAL HEALTH AND ADDICTIONS CONTINUED...

<b>Substance Use Policy Division</b>	<ul style="list-style-type: none"> <li>• Lead for substance use policy, system integration and innovation, including the overdose public health emergency. This includes the full continuum of substance use services and supports from prevention, early intervention, and harm reduction.</li> <li>• Lead for the toxic drug crisis, including the Overdose Emergency Response Centre (OERC), overdose prevention services, prescribed safer supply, opioid agonist treatment, drug checking and peer/community engagement in the public health emergency.</li> </ul>
<b>Treatment and Recovery Division</b>	<ul style="list-style-type: none"> <li>• Lead for adult substance use treatment and recovery – this includes withdrawal management through to longer-term aftercare, including both outpatient and bed-based services.</li> <li>• Lead for decriminalization of illicit drugs for personal possession in B.C.</li> <li>• Leads and/or supports initiatives and provides strategic advice on workplace mental health. Works collaboratively with community partners, unions, and employer groups to ensure employees and leaders have the tools and training they need to foster psychologically healthy and safe workplaces.</li> </ul>

## MINISTRY OF MUNICIPAL AFFAIRS

DIVISION/BRANCH	TOPIC
<i>Immigration Services and Strategic Planning Division</i>	
<b>Community Gaming Grants</b>	<ul style="list-style-type: none"> <li>• Community Gaming Grants support eligible not-for-profit organizations delivering community programs that benefit the citizens of British Columbia. Grants are awarded in several sectors including Arts and Culture, Sport, Public Safety, Environment, Human and Social Services and Parent Advisory Councils.</li> <li>• Eligible not-for-profit can also apply for Capital Grants through the program.</li> </ul>
<b>Immigration Services</b>	<ul style="list-style-type: none"> <li>• Immigration policy, programs, and services; including Provincial Nominee Program (PNP) supporting the attraction of international skilled and semi-skilled workers and entrepreneurs to all regions. Priority occupations include Health, Child Care and Tech, plus attraction to smaller centres; Settlement and Integration services; Refugees and displaced Ukrainians.</li> </ul>

## MINISTRY OF MUNICIPAL AFFAIRS CONTINUED...

<p><b><i>Strategic Planning and Legislative Services Branch</i></b></p>	<ul style="list-style-type: none"> <li>• The Branch provides services and leadership in the areas of legislative services, community policy, corporate priorities and strategic planning related to local governments and communities.</li> <li>• The Branch is responsible for and executes the legislative program and coordinates Orders in Council (OIC), Ministerial Orders and board appointments for the ministry.</li> </ul>
<p><b><i>Local Government Division</i></b></p>	
<p><b><i>Governance Structures Governance Services Governance Relations</i></b></p>	<ul style="list-style-type: none"> <li>• Incorporation, restructure, boundary extensions, structure-related legislation and processes, and local and regional governance.</li> <li>• Local government administration, elections, governance operations-related legislative requirements/powers and local and regional services.</li> <li>• Local government-First Nations/Indigenous relations, Crown Grant/Nominal Rent Tenure sponsorships, Business Improvement Areas, and Resort Associations.</li> <li>• Dispute resolution related to Regional District service review/withdrawal, RGS and other intergovernmental disputes.</li> </ul>
<p><b><i>Infrastructure and Engineering</i></b></p>	<ul style="list-style-type: none"> <li>• Asset management, drinking water, wastewater, stormwater, solid waste, green energy, community, recreation and other capital grants, infrastructure planning grants and programs [Investing in Canada Infrastructure Program (Environmental Quality; Community, Culture and Recreation, Rural and Northern Communities, CleanBC Communities Fund, COVID-19 Resilience Infrastructure Stream), Community Economic Recovery Infrastructure Program, Clean Water and Wastewater Fund and NBCF-Small Communities Fund].</li> </ul>
<p><b><i>Local Government Finance</i></b></p>	<ul style="list-style-type: none"> <li>• Local government finance, including:             <ul style="list-style-type: none"> <li>○ budgeting and financial plans.</li> <li>○ audited financial statements.</li> <li>○ unconditional grants; Growing Communities Fund; Safe Restart – Local Government grants; reserve funds.</li> <li>○ investments and municipal corporations; long-term liabilities.</li> <li>○ development financing (including Development Cost Charges).</li> <li>○ user-fees.</li> <li>○ taxation (including tax sale).</li> </ul> </li> </ul>

## MINISTRY OF MUNICIPAL AFFAIRS CONTINUED...

<p><b>Local Government Policy, Research and Legislation</b></p>	<ul style="list-style-type: none"> <li>• Overall responsibility for local government legislation development for <i>Community Charter, Local Government Act, Local Elections Campaign Financing Act</i>, and other local government legislation. Broad responsibility for forward-looking policy development in relation to various local government authorities.</li> <li>• Broad responsibility for forward-looking policy development in relation to various local government authorities.</li> <li>• Responsibility for the coordination and provincial response to UBCM resolutions.</li> </ul>
<p><b>Land Use / Planning Programs</b></p>	<ul style="list-style-type: none"> <li>• Local government planning and land use management framework and public hearings (in support with the Ministry of Housing), other local planning and land use tools; Ministerial approvals of some official community plans; Regional Growth Strategies (RGSS)</li> <li>• Socio-economic effects of LNG Canada and Coastal GasLink's LNG projects on local governments and Indigenous Nations in Northern B.C.</li> <li>• Funding programs: Northern Healthy Communities Fund.</li> </ul>
<p><b>Public Libraries Branch (PLB)</b></p>	<ul style="list-style-type: none"> <li>• Work with public library boards, library staff, and local governments to improve and ensure public access to information, resources, and services under the <i>Library Act</i>.</li> <li>• Advice and guidance on related legislation, governance, financial reporting, provincial funding, digital infrastructure, provincial-wide services, and provincial policies.</li> <li>• Apportionment of provincial public library grants (not capital).</li> <li>• Local government questions about financing new library buildings or significant renovations Infrastructure questions should be directed to Local Government Infrastructure and Finance Branch, but PLB may also be included.</li> </ul>

## MINISTRY OF POST-SECONDARY EDUCATION AND FUTURE SKILLS

DIVISION/BRANCH	TOPIC
<p><b>Finance, Technology and Management Services Division</b></p>	<ul style="list-style-type: none"> <li>• Operating and capital grants to 25 PSIs, FTE and PSI financial health monitoring and reporting, ministry's 10-year capital plan, PSI property acquisition and disposition, manage ministry budget, maintain ministry IT systems and digital information security, Administrative Service Delivery Transformation Initiative, lead ministry's business continuity and emergency response readiness with PSIs. Division responsible for student housing on Post-Secondary campuses in B.C.</li> </ul>

## MINISTRY OF POST-SECONDARY EDUCATION AND FUTURE SKILLS CONTINUED...

<p><b><i>Governance and Corporate Planning Division</i></b></p>	<ul style="list-style-type: none"> <li>Ministry's corporate planning and reporting, legislative development, OIC board appointments, labour relations and governance, data visualization, reporting and advice through sector data management and analysis to support decision making and inform policy development. Also responsible for the Office of the Superintendent of Professional Governance (OSPG) and for public and private post-secondary institution accountability including mandate direction and accountability reporting, strategic and sector labour relations policy, and governance and the regulation and monitoring of over 300 private training institutions, and student protection.</li> </ul>
<p><b><i>Post-Secondary Policy and Programs Division</i></b></p>	<ul style="list-style-type: none"> <li>25 public post-secondary institutions (PSIs) and their programs including: Indigenous Education, Adult Education, StudentAid BC including the BC Access Grant, Science, Technology, Engineering and Math (STEM) programs, and health and medical education. Enhancing the learner experience through student mental health initiatives, combatting sexualized violence, promoting work integrated learning and co-ops, micro-credentials and improving foreign/international credential recognition, Education Quality Assurance designation, and advise and recommendations to the Minister on new degree programs through the Degree Quality Assessment Board. The Division is also responsible for international education, leading strategic policy/liason function for the sector, and intergovernmental relations.</li> </ul>
<p><b><i>Workforce Development and Skills Training Division</i></b></p>	<ul style="list-style-type: none"> <li>Development and management of targeted labour market and workforce development policies and programs to help people get the information and skills they need to participate in B.C.'s labour market. This includes oversight of B.C.'s Future Ready Plan, of the trades training system, including Skilled Trades Certification and the Crown agency responsible, SkilledTradesBC (formerly the Industry Training Authority), and of a number of programs for people, employers, and communities. These include the Sector Labour Market Partnerships program, the Community Workforce Response Grant, the BC Employer Training Grant, Skills Training for Employment programs, and Indigenous skills training. The Division produces a wide range of labour market information and insights, including BC's Labour Market Outlook, and disseminates labour market information, career planning tools, and other resources through the WorkBC.ca website.</li> </ul>

## MINISTRY OF PUBLIC SAFETY AND SOLICITOR GENERAL

DIVISION/BRANCH	TOPIC
<b><i>BC Coroners Service</i></b>	<ul style="list-style-type: none"> <li>• Responsible for investigating and determining the circumstances of all unnatural, sudden, and unexpected, unexplained, or unattended deaths in the province.</li> <li>• Makes recommendations to improve public safety and prevent death in similar circumstances.</li> <li>• Responsible for the investigation of all child death (under the age of 19 years) in B.C. and for investigating all deaths in custody.</li> </ul>
<b><i>BC Corrections</i></b>	<ul style="list-style-type: none"> <li>• Responsible for the supervision of individuals, 18 years or older, on bail or serving a sentence in the community, and the supervision of individuals in custody awaiting trial, serving a sentence under two years.</li> </ul>
<b><i>Cannabis, Consumer Protection, and Corporate Policy Branch</i></b>	<ul style="list-style-type: none"> <li>• Responsible for consumer protection policy, which includes consumer contracts, cost of credit disclosure, ticket sales, film classification, and licensing of travel agents, motor dealers, funeral services, payday lenders, high-cost credit grantors, debt collectors, and home inspectors.</li> <li>• Responsible for leading and supporting the development and implementation of provincial cannabis policy, leading negotiation of government-to-government agreements with Indigenous nations pursuant to Section 119 of the <i>Cannabis Control and Licensing Act</i> and working with First Nations and key partners to advance a collaborative approach to cannabis-related governance and jurisdiction, as outlined in the DRIPA Action Plan commitment 4.47.</li> </ul>
<b><i>Community Safety and Crime Prevention Branch</i></b>	<ul style="list-style-type: none"> <li>• Responsible for coordinating a provincial network of programs and services for victims of crime including programming for violence against women, gender-based violence, and sexual assault.</li> <li>• Responsible for coordinating the province's work in the areas of restorative justice, and human trafficking.</li> <li>• Includes the Civil Forfeiture Office which manages the Civil Forfeiture Crime Prevention and Remediation Grant Program and the Crime Victim Assistance Program.</li> </ul>

## MINISTRY OF PUBLIC SAFETY AND SOLICITOR GENERAL CONTINUED...

<p><b><i>Gaming Policy and Enforcement Branch</i></b></p>	<ul style="list-style-type: none"> <li>• Regulates all gambling in British Columbia and ensures the integrity of gambling industry companies, people, and equipment.</li> <li>• Regulates oversight of commercial gambling conducted and managed by the British Columbia Lottery Corporation (e.g., lotteries, casinos, community gaming centres, commercial bingo halls and online gambling on PlayNow.com), British Columbia’s horse racing industry, and licensed charitable gambling events.</li> <li>• Administers the Gambling Support BC program, which includes a continuum of responsible and problem gambling prevention and treatment services.</li> <li>• Administers Host Financial Assistance Agreements with local governments that host a gaming facility within their jurisdiction.</li> </ul>
<p><b><i>Insurance Corporation of BC (ICBC)</i></b></p>	<ul style="list-style-type: none"> <li>• ICBC is mandated to provide universal compulsory auto insurance to drivers in B.C.</li> <li>• ICBC provides British Columbians with Optional auto insurance products and driver licensing services.</li> <li>• ICBC champions a safe driving culture by working with communities, law enforcement, and other stakeholders on various road safety campaigns and initiatives.</li> <li>• ICBC is responsible to the Minister of Public Safety and Solicitor General, who is supported within government by the Crown Agencies Secretariat in the Ministry of Finance.</li> </ul> <p><b><i>**For Minister meeting requests for the Insurance Corporation of BC please direct these to the <a href="#">Ministry of Public Safety and Solicitor General</a>.</i></b></p> <p><b><i>**For staff meeting requests for the Insurance Corporation of BC please see their description in the <a href="#">Provincial Agencies, Commissions, and Corporations section</a>.</i></b></p>
<p><b><i>Liquor and Cannabis Regulation Branch</i></b></p>	<ul style="list-style-type: none"> <li>• Issues liquor and cannabis retail store licenses.</li> <li>• Educates establishments about cannabis laws and rules.</li> <li>• Takes enforcement action when licensed establishments do not follow the <i>Cannabis Control and Licensing Act</i> and the <i>Liquor Control and Licensing Act</i>, associated regulations or their specific terms and conditions.</li> <li>• Delivers social responsibility training programs including Selling It Right and Serving It Right.</li> <li>• Works with local government, Indigenous nations, and industry and other stakeholders to develop liquor and retail cannabis policy and provide advice to government concerning decisions related to liquor and non-medical cannabis policy.</li> </ul>

## MINISTRY OF PUBLIC SAFETY AND SOLICITOR GENERAL CONTINUED...

<p><b>Liquor Distribution Branch</b></p>	<ul style="list-style-type: none"> <li>• The Liquor Distribution Branch (LDB) is responsible to the Minister of Public Safety and Solicitor General, who is supported within the government by the Crown Agencies Secretariat in the Ministry of Finance.</li> </ul> <p><b>**For Minister meeting requests and for staff meeting requests for the Liquor Distribution Branch please direct these to the Ministry of Public Safety and Solicitor General.</b></p>
<p><b>Office of the Fire Commissioner</b></p>	<ul style="list-style-type: none"> <li>• Also, within PSSG is the Office of the Fire Commissioner (OFC). The OFC is the senior fire authority in the province with respect to fire safety and prevention. Issues liquor and cannabis retail store licenses.</li> <li>• Educates establishments about cannabis laws and rules.</li> <li>• Takes enforcement action when licensed establishments do not follow the <i>Cannabis Control and Licensing Act</i> and the <i>Liquor Control and Licensing Act</i>, associated regulations or their specific terms and conditions.</li> <li>• Delivers social responsibility training programs including Selling It Right and Serving It Right.</li> <li>• Works with local government, Indigenous nations, and industry and other stakeholders to develop liquor and retail cannabis policy and provide advice to government concerning decisions related to liquor and non-medical cannabis policy.</li> </ul>
<p><b>RoadSafetyBC</b></p>	<ul style="list-style-type: none"> <li>• RoadSafetyBC is responsible for road safety in the province, working with our partners to help reach our goal of zero traffic fatalities and serious injuries.</li> <li>• The Branch operates provincial road safety programs and is the policy and regulatory agency responsible for ensuring the safe and responsible operation of motor vehicles in B.C.</li> <li>• The Superintendent of Motor Vehicles is the administrative authority governing drivers and has authority to:             <ul style="list-style-type: none"> <li>○ Prohibit a person from driving a motor vehicle.</li> <li>○ Require a driver to take part in a program to improve their driving.</li> <li>○ Review and make decisions about sanctions, driving prohibitions and ICBC licensing decisions.</li> </ul> </li> <li>• Make sure B.C. drivers are medically fit to drive.</li> </ul>

## MINISTRY OF PUBLIC SAFETY AND SOLICITOR GENERAL CONTINUED...

### ***Policing and Security Branch***

- The Branch superintends and provides central oversight of B.C. policing and law enforcement by developing and administering policing policy, programs, and provincial standards. The Branch ensures the adequate and effective delivery of policing throughout the province.
- Security Programs Division administers the Criminal Record Review Program, Protection Order Registry, security screening for cannabis workers and retail applicants, and regulates the security industry, metal dealers and recyclers, pill presses, and armored vehicles / body armor.
- The Policy, Legislation and Modernization Division develops and coordinates policies and legislative initiatives, and is the lead on diversity, mental health, and addiction issues in relation to policing. This Division is also the lead for policing modernization and coordinating responses to the report of the Special Committee on Reforming the *Police Act*.
- Municipal Policing, Governance and Oversight Division is responsible for superintending, oversight and alignment of municipal police and their boards. The Division also has responsibility for areas including provincial policing standards, compliance and training, crime data, police technologies, special police constable appointments and designation, and decriminalization. Additionally, the Community Safety Unit delivers a province-wide regulatory cannabis compliance and enforcement program to address the illegal sale and production of cannabis.
- The Serious and Organized Crime Division is responsible for oversight and policy development in the areas of organized crime, gang violence and serious crime, as well as innovative crime prevention responses, such as Situation Tables.
- The Indigenous, Core Policing, and Contract Management Division provides oversight of provincial, municipal, and Indigenous policing agreements, and works with Public Safety Canada in support of the First Nations Policing Program. The Division also has responsibility for oversight of police model transitions.
- A Public Safety Transformation Taskforce is linked to the Policing and Security Branch with a focus on Policing and Public Safety Modernization, Next Generation 911, the Safer Communities Action Plan as well as justice and public safety related recommendation from the Commission of Inquiry into Money Laundering in B.C. (the Cullen Commission Report).

## MINISTRY OF SOCIAL DEVELOPMENT AND POVERTY REDUCTION

DIVISION/BRANCH	TOPIC
<p><b>Accessibility Directorate</b></p>	<ul style="list-style-type: none"> <li>• Providing cross-government advice and support to promote greater accessibility and inclusivity of policies and programs.</li> <li>• Implementation of the <i>Accessible British Columbia Act</i>, which seeks to identify, remove, and prevent barriers to inclusion experienced by people with disabilities.</li> <li>• Development of accessibility standards for service delivery and accessible employment.</li> <li>• Implementation of the <i>Accessible B.C. Regulation</i>, which requires local governments to implement an accessibility plan, accessibility committee, and an accessibility feedback tool.</li> <li>• Supports the Parliamentary Secretary for Accessibility.</li> <li>• Support for Ministerial Advisory Committees, including Presidents Group, Registered Disability Savings Plan Action Group, and Provincial Accessibility Committee.</li> </ul>
<p><b>Employment and Labour Market Services Division</b></p>	<ul style="list-style-type: none"> <li>• WorkBC Employment Services is the largest network of employment providers in the province and supports all British Columbians seeking work regardless of where they live or employment barriers they may face. Services are delivered through 102 WorkBC Centres as well as through a strong online presence, accessible from anywhere in the province. Services include access to individualized employment counselling, job search resources, employment planning, skills training, financial supports, wage subsidy placements, assistive technology supports, apprentice services and more.</li> <li>• WorkBC Community and Employer Partnerships (CEP) provide work experience and training opportunities in communities across B.C. to address local labour market issues. The CEP fund supports community-based initiatives to help individuals and the broader community. With the help of this fund, communities see positive social impacts, economic growth, and more employment opportunities for unemployed British Columbians</li> <li>• To support recovery efforts, CEP is ensuring funding is accessible and equitably distributed throughout the province and prioritizing applications that: <ul style="list-style-type: none"> <li>• Create work experience and training opportunities to prepare job seekers for occupations that have a strong labour market outlook; and</li> <li>• Support an inclusive economic recovery in B.C. communities.</li> </ul> </li> </ul>

## MINISTRY OF SOCIAL DEVELOPMENT AND POVERTY REDUCTION CONTINUED...

<p><b>Research, Innovation and Policy Division</b></p>	<ul style="list-style-type: none"> <li>• Provides research, policy and legislation support to the ministry to deliver income and disability assistance to British Columbians most in need.</li> <li>• Leads development, evaluation, and implementation of the government's policies on income and disability assistance.</li> <li>• Leads government's work on Together BC, B.C.'s Poverty Reduction Strategy, and leads the ministry's work on mandate items regarding food security and period poverty.</li> <li>• Supports the Parliamentary Secretary for Community Development and Non-Profits.</li> <li>• Leads ministry intergovernmental relations, Indigenous policy and Declaration on the <i>Rights of Indigenous Peoples Act</i> accountabilities.</li> <li>• Provides reconsideration services for clients disputing eligibility decisions regarding income assistance, disability assistance and child care subsidy</li> </ul>
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## MINISTRY OF TOURISM, ARTS, CULTURE AND SPORT

DIVISION/BRANCH	TOPIC
<p><b>Arts and Culture</b></p>	<ul style="list-style-type: none"> <li>• Supports the arts and culture sectors with funding, policy, and programs.</li> <li>• Administers grant programs for artists, creators, and non-profit arts and culture organizations.</li> <li>• Provides secretariat support and administration for the BC Arts Council.</li> <li>• Provides oversight, strategic direction, and corporate support for the Royal BC Museum.</li> <li>• Leads implementation of cultural infrastructure projects, including the Royal BC Museum Collections and Research Building, Chinese Canadian Museum, South Asian Museum, provincial Filipino cultural center, as well as supporting the redevelopment of the Jewish Community Centre of Greater Vancouver, the Vancouver Art Gallery, and the Art Gallery of Greater Victoria.</li> </ul>
<p><b>BC Athletic Commission</b></p>	<ul style="list-style-type: none"> <li>• Legislation and regulatory oversight of professional boxing, kickboxing, and mixed martial arts, as well as amateur kickboxing, mixed martial arts, Muay Thai and pankration.</li> </ul>

## MINISTRY OF TOURISM, ARTS, CULTURE AND SPORT CONTINUED...

<b><i>Creative Sector</i></b>	<ul style="list-style-type: none"> <li>• Lead on cross-ministry and intergovernmental coordination, policy development and research to support the growth of B.C.'s creative sector (i.e., film, television, interactive digital media, music, and publishing) and work with industry stakeholders to advance opportunities. Provides oversight and strategic direction for Creative BC and the Knowledge Network.</li> </ul>
<b><i>Heritage</i></b>	<ul style="list-style-type: none"> <li>• Provides advice and information on British Columbia's historic places, paleontological resources, and geographical names. Exercises regulatory authority and develops policy under the <i>Heritage Conservation Act</i> and the <i>Land Act</i> regarding the identification, formal recognition, commemoration, protection and celebration of heritage and fossil sites, management of provincial heritage sites and the management of the BC Register of Historic Places and the BC Geographical Names office.</li> </ul>
<b><i>Mountain Resorts</i></b>	<ul style="list-style-type: none"> <li>• Delivers a one window regulatory approach for resort development and community ski area administration and the review and authorization of expansions and new proposals on Crown land across the province. Evaluates phased development plans and conducts major project reviews, leading work teams that include other natural resource agencies and consulting with local governments, public recreation users, and First Nations.</li> </ul>
<b><i>Sport</i></b>	<ul style="list-style-type: none"> <li>• Lead on policy development and program implementation related to amateur sport development in B.C. Manages the Major Event Program (MEP) for financial support for major sporting events and considers opportunities associated with marquee events, such as FIFA World Cup, Invictus Games and Olympics and Paralympics. Work is guided by B.C.'s Sport Framework (<i>Pathways to Sport</i>) which identifies three key priority areas of focus for the provincial sport system: sport participation; athlete development; sport event hosting. Provides oversight and strategic direction to viaSport and the BC Games Society.</li> </ul>
<b><i>Tourism</i></b>	<ul style="list-style-type: none"> <li>• Policies, programs, destination development and strategic engagement to support B.C. tourism sector's recovery and resilience; manages the Resort Municipality Initiative (RMI), Tourism Event Program and Municipal Regional District Tax program (MRDT), jointly with Ministry of Finance and Destination BC. Provides oversight of Destination BC (tourism marketing) and BC Pavilion Corporation (BC Place and Vancouver Convention Centre) and leads development and implementation of provincial tourism framework.</li> </ul>

## MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE

DIVISION/BRANCH	TOPIC
<p><b><i>Highways and Regional Services Division</i></b></p>	<ul style="list-style-type: none"> <li>• The Highways and Regional Services Division is responsible for:               <ul style="list-style-type: none"> <li>○ Developing, maintaining, and operating safe, secure provincial and regional transportation networks.</li> <li>○ Leading the ministry in provincial issue management, emergency response and preservation of infrastructure.</li> <li>○ Promoting compliance of safety regulations within the transport sector, with the goal of increasing road safety and protecting public health, the environment, and transportation infrastructure.</li> <li>○ Planning and delivering rehabilitation and capital projects in the region.</li> <li>○ Fostering partnerships and delivering on commitments with First Nations and Indigenous communities.</li> <li>○ Supporting provincial economic growth through regional work and development services.</li> <li>○ Implementing sustainable, resilient, and innovative transportation solutions.</li> </ul> </li> <li>• The Division, through their Commercial Vehicle Safety Enforcement (CVSE) program, also:               <ul style="list-style-type: none"> <li>○ Regulates and manages commercial vehicle activities on the provincial highway network and aligns requirements with neighboring provinces to ensure the safe and efficient movement of goods within B.C. and beyond.</li> </ul> </li> <li>• This Division also includes the Passenger Transportation Branch, which regulates commercial passenger vehicles including taxis, ride hailing companies, limousines, charter, and inter-city (scheduled) buses, in accordance with the <i>Passenger Transportation Act</i>.</li> </ul>

## MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE CONTINUED...

<p><b><i>Integrated Transportation and Infrastructure Services Division</i></b></p>	<ul style="list-style-type: none"> <li>• The Integrated Transportation and Infrastructure Services Division (ITIS) provides cross ministry planning, engineering, and property services, and oversees major infrastructure projects.</li> <li>• ITIS is responsible for: <ul style="list-style-type: none"> <li>○ All aspects of strategic planning, capital programming, including development and management of the provincial 10-year Transportation Investment Plan.</li> <li>○ Management of federal and community cost sharing programs.</li> <li>○ The delivery of the major transportation projects throughout the province.</li> <li>○ Engineering and environmental solutions to support the provincial transportation system.</li> </ul> </li> <li>• The Division oversees the acquisition, management, and disposition of the ministry's thousands of properties and land interests, including those owned by the BC Transportation Financing Authority and BC Railway Company.</li> <li>• Through the Chief Engineer's Office, the Division is also responsible for ensuring that the ministry's designs and standards are adapting to climate change.</li> </ul>
<p><b><i>Policy, Programs and Partnerships Division</i></b></p>	<ul style="list-style-type: none"> <li>• The Policy, Programs and Partnerships Division is responsible for aspects of strategic transportation policy, legislation, and grant programs in British Columbia. This includes: <ul style="list-style-type: none"> <li>○ Air, rail, public transit service delivery through BC Transit, TransLink, and coastal and inland ferry delivery.</li> <li>○ Governmental relations.</li> <li>○ Active transportation.</li> <li>○ Airport grant programs.</li> <li>○ Clean BC and climate change initiatives.</li> </ul> </li> <li>• The Division has direct oversight of the province's coastal ferry service through BC Ferries.</li> </ul>

## MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE CONTINUED...

### ***Strategic and Corporate Priorities Division***

- The Strategic and Corporate Priorities Division leads the key strategic cross ministry and corporate initiatives, enabled by talent, technology, and operational services. This includes:
  - Developing and coordinating ministry strategy, priorities, and performance management.
  - Coordinating cross ministry support and tracking on corporate and priority initiative.
  - Coordinating corporate and ministry-level reconciliation efforts.
  - Aligning talent and technology efforts to enable strategic goals and outcomes.
  - Facilitating a learning culture where everyone is valued.
  - Prioritizing solutions that help people do meaningful work.
  - Promoting innovation through investment in people, culture, and technology.
  - Leading strategic HR initiatives and operations, in partnership with the PSA.
- Within the Division, the Information Management Branch (IMB) also helps design, build, and run all technology solutions for the ministry.

## MINISTRY OF WATER, LAND AND RESOURCE STEWARDSHIP

DIVISION/BRANCH	TOPIC
<p><b><i>Land Use Policy, Planning and Ecosystems</i></b></p>	<ul style="list-style-type: none"> <li>• Responsible for leading B.C.'s land stewardship strategies, supported by science and knowledge, that promote and guide the province's goals for reconciliation with First Nations, ecosystem health and biodiversity, conservation of wildlife and habitat and economic diversity and sustainability.</li> <li>• Responsible for delivering the following programs:               <ul style="list-style-type: none"> <li>○ Modernized Land Use Planning delivered in partnership with First Nations.</li> <li>○ Collaborative Indigenous Stewardship Framework.</li> <li>○ Together for Wildlife Strategy.</li> <li>○ Cumulative Effects Framework.</li> <li>○ Conservation Science and Research</li> <li>○ Species at Risk Recovery and the Provincial Caribou Recovery Program.</li> <li>○ Recommendations within the Old Growth Report, including ecosystem health and biodiversity.</li> <li>○ Regional Management Committees.</li> </ul> </li> </ul>
<p><b><i>Water, Fisheries and Coastal Policy and Planning</i></b></p>	<ul style="list-style-type: none"> <li>• The Water, Fisheries and Coastal Policy &amp; Planning Division brings together program areas responsible for the Watershed Security Strategy and associated Fund, Wild Salmon Strategy, and Coastal Marine Strategy.</li> <li>• It works to support functioning and resilient marine, aquatic, and coastal ecosystems that support a diversity of economic activities and provide the foundation for vibrant and thriving coastal communities and cultures.</li> <li>• The Division provides provincial leadership on water and coordinates government's strategy on 'source to tap' drinking water protection. It is also responsible for watershed-related strategic planning, policy, and science for B.C. and for setting objectives for water quality and sustainability.</li> <li>• The Division supports restoration and rebuilding of wild fish populations and provides leadership for aquatic habitat policy and restoration. It also sets fisheries and aquaculture policy, develops new strategies to protect and revitalize B.C.'s wild salmon populations, and is the provincial lead for interfacing with Fisheries and Oceans Canada (DFO).</li> <li>• The Division is the provincial hub for marine and coastal policy and planning, providing expertise to drive development and implementation of strategic and operational policies and plans that lead the way on collaborative decision-making with First Nations and Canada.</li> </ul>

## MINISTRY OF WATER, LAND AND RESOURCE STEWARDSHIP

### CONTINUED...

<p><b><i>Reconciliation and Natural Resource Sector Policy</i></b></p>	<ul style="list-style-type: none"> <li>• This Division provides leadership in developing a “roadmap” for the natural resource sector to support the effective operationalization and implementation of the <i>Declaration on the Rights of Indigenous Peoples Act</i>, including working with the <i>Declaration Act Secretariat</i> on the alignment of natural resource sector laws and development of sector-specific tools and supports to advance reconciliation more effectively (e.g., policy, legislation, processes, etc.); this will include co-developing a foundation for co-management and shared decision making with Indigenous governments.</li> <li>• Some of the primary objectives of the Reconciliation and Natural Resource Sector Policy Division include:</li> <li>• Strategic land and resource reconciliation policy/frameworks including: <ul style="list-style-type: none"> <li>○ Land and natural resource assets.</li> <li>○ Governance/co-management.</li> <li>○ Engagement.</li> </ul> </li> <li>• Cross-sector policy.</li> <li>• Working with the <i>Declaration Act Secretariat</i> to coordinate alignment of Natural Resource Sector laws.</li> <li>• Co-ordinating today’s efforts and building future legislative and policy frameworks for cumulative effects, shared decision making and climate change.</li> <li>• Support for Regional Management Committees.</li> </ul>
<p><b><i>Permitting, Authorizations and Statutory Decision Making Solutions</i></b></p>	<ul style="list-style-type: none"> <li>• Working across the natural resource sector and transportation to address priority projects and permitting caseload; examining legislative and policy barriers; enhancing systems and data, policy, and tools to support decision-making; examining government’s fee structure to ensure cost-recovery principles are met; and piloting new decision-making models, all while considering the need for Indigenous co-management and shared decision making.</li> <li>• Advancing novel permitting solutions through the priority projects of Housing and Connectivity. <ul style="list-style-type: none"> <li>○ The Housing project is to provide a single, co-ordinated approach to housing-related permits and authorizations through the Housing Action Taskforce.</li> <li>○ The Connectivity project is to bring high-speed internet into remote and underserved communities.</li> </ul> </li> </ul>
<p><b><i>Cumulative Effects NRS Solutions</i></b></p>	<ul style="list-style-type: none"> <li>• Leading a natural resource sector coordinated approach to multi-agreement implementation with Treaty 8 First Nations.</li> <li>• Building cumulative effects management responses from experiences in Treaty 8 territory that could be considered elsewhere in B.C., at a regional level.</li> </ul>

## MINISTRY OF WATER, LAND AND RESOURCE STEWARDSHIP CONTINUED...

### ***Natural Resource Information and Digital Services***

- Provides essential Information Management (IM) services by way of the creation, maintenance, and publication of foundational datasets and geospatial information – this also includes operation of the Provincial aerial imagery and LiDAR programs, maintenance of land survey monumentation and data, and species and ecosystems information. This work provides essential context and intelligence to support decision making across the natural resource ministries and beyond. The IM offerings include ready-made, authoritative, spatial information about the shape, landscape, environment, and condition of B.C. as well as offering on-demand custom analysis, visualization, and mapping products for the Natural Resource Ministries.

## PROVINCIAL AGENCIES, COMMISSIONS, AND CORPORATIONS AVAILABLE DURING THE UBCM 2023 CONVENTION

DIVISION/BRANCH	TOPIC
<b><i>Agricultural Land Commission</i></b>	<ul style="list-style-type: none"> <li>Information and advice regarding the Agricultural Land Reserve (ALR) and work of the Provincial Agricultural Land Commission (ALC). ALC Chair and/or Chief Executive Officer will be in attendance.</li> </ul>
<b><i>BC Emergency Health Services (BCEHS)</i></b>	<ul style="list-style-type: none"> <li>As part of the Provincial Health Services Authority, BCEHS governs the emergency medical services system in B.C. and provides pre-hospital emergency and inter-facility patient transfer services. BCEHS paramedics, emergency medical call takers and dispatch staff provide pre-hospital emergency care and medically necessary transport (ground and air ambulances) for British Columbians. BCEHS also oversees patient inter-facility transfers in the province, working with health authorities to coordinate the transfer of acute and critically ill patients to an appropriate level of care both within and outside of B.C. <ul style="list-style-type: none"> <li>Members of the BCEHS executive team look forward to participating in productive and engaging sessions with municipal leaders.</li> </ul> </li> </ul>
<b><i>BC Energy Regulator</i></b>	<ul style="list-style-type: none"> <li>The British Columbia Energy Regulator oversees the full life cycle of energy resource activities in B.C. from site planning to restoration. This includes oil, gas, geothermal and will also include hydrogen, ammonia, and methanol. We look forward to addressing any questions you may have on our regulatory oversight.</li> </ul>
<b><i>BC Housing</i></b>	<ul style="list-style-type: none"> <li>BC Housing works in partnership with private and non-profit sectors, provincial health authorities and ministries, other levels of government and community groups to develop a range of housing options. These affordable housing options span the housing continuum, including emergency shelter and housing for the homeless, transitional supportive and assisted living, independent social housing, rent assistance in the private market, and affordable owner-purchase housing.</li> <li>Through the <i>Homeowner Protection Act</i>, BC Housing also licenses residential builders, administers owner builder authorizations, ensures that mandatory licensing and home warranty insurance provisions are complied with, oversees the third-party home-warranty insurance, and carries out research and education that benefits the residential construction industry, consumers, and the affordable housing sector.</li> </ul>
<b><i>BC Hydro</i></b>	<ul style="list-style-type: none"> <li>BC Hydro's mission is to safely provide our customers with reliable, affordable, clean electricity. Our vision celebrates our clean energy advantage and our environmental stewardship role in B.C. Sustainability is about making the best choices with available resources, which means leveraging our clean electricity for all British Columbians. BC Hydro's Community Relations staff look forward to addressing any questions that you may have related to our operations.</li> </ul>

## PROVINCIAL AGENCIES, COMMISSIONS AND CORPORATIONS AVAILABLE DURING THE UBCM 2023 CONVENTION CONTINUED...

<b><i>BC Transit</i></b>	<ul style="list-style-type: none"> <li>• From small towns to large urban centres outside of Metro Vancouver, BC Transit delivers safe, reliable, customer focused transportation services you can rely on. BC Transit would be pleased to discuss any questions you may have regarding our services. In order to provide you with the best information possible, please provide specifics relating to your questions within the meeting request.</li> </ul>
<b><i>Insurance Corporation of British Columbia (ICBC)</i></b>	<ul style="list-style-type: none"> <li>• ICBC provides universal compulsory auto insurance (basic insurance) to drivers in British Columbia, with rates regulated by the British Columbia Utilities Commission (BCUC) and sells optional auto insurance in a competitive marketplace.</li> <li>• Insurance products are available across B.C. through a network of independent brokers, and claims services are provided at ICBC claims handling facilities located throughout the province.</li> <li>• ICBC invests in road safety and loss management programs to reduce traffic-related deaths, injuries and crashes, auto crime and fraud.</li> <li>• In addition, provides driver licensing, vehicle registration and licensing services, and fines collection on behalf of the provincial government at locations across the province.</li> <li>• ICBC will have staff at the Convention who would be pleased to discuss or meet on any issues related to ICBC's operations.</li> </ul>
<b><i>Office of the Seniors Advocate (OSA)</i></b>	<ul style="list-style-type: none"> <li>• OSA monitors and analyzes seniors' services and issues in B.C. and makes recommendations to government and service providers to address systemic issues. The Office also provides information and referrals for individuals who are navigating seniors services and tracks their concerns, which helps inform future work. The services which the Office monitors are in five key areas: health care, housing, income supports, community supports and transportation.</li> <li>• The Office collaborates with service providers, government, and health authorities to improve effectiveness, efficiency, and outcomes for seniors.</li> </ul>
<b><i>The Land Title and Survey Authority of British Columbia (LTSA)</i></b>	<ul style="list-style-type: none"> <li>• LTSA is a statutory corporation responsible for operating BC's land title and survey systems and the Land Owner Transparency Registry (LOTR).</li> <li>• LTSA processes over seven million online transactions annually and provides land information and datasets to the province, local governments, and other public agencies. The services include mapped databases such as ParcelMap BC and AUTOPROP. ParcelMap BC is the current, complete, and trusted mapped representation of titled and Crown land parcels across British Columbia, considered to be the point of truth for the graphical representation of property boundaries.</li> </ul>

## PROVINCIAL AGENCIES, COMMISSIONS AND CORPORATIONS AVAILABLE DURING THE UBCM 2023 CONVENTION CONTINUED...

<p><b><i>Police Victim Services British Columbia (PVSBC)</i></b></p>	<ul style="list-style-type: none"> <li>• Police Victim Services of British Columbia Society (PVSBC) is the B.C. registered not for profit charity membership organization mandated to be the primary advocate for all (95+) police-based victim service (PBVS) organizations within the province.</li> <li>• PBVS local organizations are physically embedded with the municipal or RCMP detachment delivering ongoing police-based victim services to the citizens of each community.</li> <li>• Our Vision is - All victims of crime and trauma across B.C. receive compassionate, professional, and consistent services.</li> <li>• PVSBC advocates, represents, lobbies, and communicates with members, partners and stakeholders on the development and delivery of PVSBC trauma informed programs, baseline and advanced training, professional development and member support programs.</li> <li>• Funding is provided by the Provincial and Federal Governments, with additional resources from corporate and individual contributions, sponsorships, and program revenues.</li> <li>• PVSBC will have staff present at the Convention to engage Delegates in any issue related to the delivery of police-based victim services as well as the linkage to police and other local partner/stakeholders within their community.</li> </ul>
<p><b><i>Royal Canadian Mounted Police (RCMP)</i></b></p>	<ul style="list-style-type: none"> <li>• The Royal Canadian Mounted Police (RCMP), Canada's national police force, provides policing services to most of British Columbia, including 150 municipalities. These services include, but are not limited to, uniformed patrols, response to calls for service, investigative services, community-based policing and traffic enforcement. Additionally, the BC RCMP is part of a number of integrated teams operating throughout the province who provide specialized police services to British Columbians. The BC RCMP values ongoing collaboration and meaningful communication with our partners. Representatives of the BC RCMP's Senior Management Team look forward to hearing your feedback and answer any questions you may have about its services so that we can work together towards our common goal of providing your community with a professional, efficient, and effective police service.</li> </ul>



Ministry of  
Municipal Affairs



**Council Priorities**

Council Priorities		Future (Next) Pries	
1. <b>OCP: Growth &amp; Development</b>	Jun	* Service Capacity Review: Scope	
2. <b>Parks &amp; Rec Master Plan</b>	May	* Kelp Farming: Prospectus	
3. <b>Capital Plan: 5-yr Asset</b>	Sept	* Recreation Hall: Study	
4. <b>Vacant Property Management</b>	Next	* Wave Energy: Opportunities	
5. <b>Water Treatment &amp; Security</b>	Jun	* Water Security: Options	
<b>Advocacy</b>		* Water Conservation Study: Strategies	
<b>Supportive Housing (BCH/CMHC)</b>		* Short Term Rental Bylaw: Strategies	
<b>West Coast Evacuation Plan (ACRD)</b>		* Minato Bay Shoreline Trail: Strategy	
<b>Health Centre Development (IH)</b>		* Climate Action Plan: Priority Projects	
<b>Hwy 4 Cell Coverage (Rogers)</b>		* Asset Management: Plan & Policy	
<b>Peninsula Road Improvements (MOTI)</b>		<b>Later (Future Consideration)</b>	
<b>Partnerships</b>		* Ucluelet Inlet Plan: Proposal	
<b>Community to Community Meeting(s)</b>		* Marine Education: Opportunities	
Indigenous Significant Sites Protocol		* Tree Protection Bylaw: Research	
Worker Housing Options		* Natural Asset management: System	
Fire Services Agreements		* Regional Growth: Implications	
Kelp Farming: Discussion (Industry)		* Long Term Capital Plan	
Department Operational Initiatives			
Chief Administrative Officer		Corporate Services	
1. <b>Director of Finance Recruitment</b>	May	1. Privacy Management Program	Aug
2. <b>Community to Community Meeting(s)</b>	July	2. Delegation of Authority Bylaw	Sept
3. Collective Bargaining: Mandate	July	3. IT Services Contract	Oct
* Service Capacity Review: ToR		* Procedure Bylaw Updates	
* Economic Resilience Strategy: Review		* Alternative Notice Bylaw	
Finance		Communications & Human Resources	
1. <b>Capital Plan - 5-yr</b>	Sept	1. Sick Leave Policy: Draft	July
2. DCC Bylaw Update: RTC	Oct	2. Website Rebuild: RFP	June
3. Alternative Revenue: Strategies: RTC	Sept	3. Communications Policy: RTC	Sept
* Fees & Charges (Water & Sani) Review		* Training & Development Policy	
* 20-Yr Capital Plan (Asset Management)		* OH&S Policy	
Planning & Development		Fire & Emergency Services	
1. <b>OCP: Growth &amp; Development</b>	Jun	1. Fire Hall Replacement Plan: RFP	Aug
2. <b>CMHC Housing Accelerator Fund</b>	Jun	2. Emergency Management Plan: Update	Oct
3. <b>Supportive Housing: Design</b>	Jun	3. Building Development Guidelines	Sept
* Short-Term Rentals: Regulations Review		* Fire Service Review	
* DP Application Procedures Bylaw Update		* Fire Service Agreements Review	
Operations		Parks & Recreation	
1. <b>Water Treatment</b>	May	1. <b>Parks &amp; Rec Master Plan: ToR</b>	June
2. Works & Services Bylaw	Sept	2. Rec Hall Replacement: RFP	Sept
3. Operational Capacity Development	Aug	3. Accessibility Policy: Draft	Oct
* Asset Management Plan		* Safe Harbour Path	
* Water Works Bylaw		* Harbour Master Plan Implementation	
CAPITAL WORKS			
* Village Green: Completion	June	* Mercantile Creek Water Line: RFP	June
* Victoria Lift Station Bypass: Award	June	* Peninsula Road Strom: Design	June
* Amphitrite House: Demolition	June	* Peninsula Road Corridor: RFP	Sept
* Water Treatment: Scope Review	July		
Major Development Projects			
* Lot 16 - Subdivision		* Minato Bay Subdivision	
* Lot 13 - Affordable Housing		* Weyernauser Subdivision	





May 24, 2023

Dear Mayors and Regional District Chairs:

The 2023 Union of British Columbia Municipalities (UBCM) Convention will be held in Vancouver from September 18-22. As we prepare for the upcoming convention, my caucus colleagues and I are looking forward to meeting and working with you to continue building strong, sustainable and vibrant communities throughout our province.

We all have a role to play in finding ways to ensure our communities thrive, and UBCM provides a wonderful opportunity to listen to one another, share ideas and find new approaches. With local, provincial, federal and First Nations governments working together, we can continue to build a better BC and ensure high-quality and affordable housing for all.

If you would like to request a meeting with me or one of my Cabinet colleagues, please register online at <https://ubcmreg.gov.bc.ca/> (live, as of today). Please note that this year's invitation code is **MeetingRequest2023** and it is case sensitive. The deadline to submit your meeting requests is June 30, 2023. If you have any questions, please contact [UBCM.Meetings@gov.bc.ca](mailto:UBCM.Meetings@gov.bc.ca) or phone 250-213-3856.

I look forward to once again being part of your convention, meeting with many of you and exploring ways that we can partner together to address the urgent need for housing and other common issues.

Sincerely,



David Eby, KC  
Premier

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**Office of the  
Premier**

**Web Site:**  
[www.gov.bc.ca](http://www.gov.bc.ca)

**Mailing Address:**  
PO Box 9041 Stn Prov Govt  
Victoria BC V8W 9E1

**Location:**  
Parliament Buildings  
Victoria

UBCM Minister Meetings Duane Lawrence, Chief Administrative Officer





May 24, 2023

Ref: 272632

Dear Mayors and Regional District Chairs:

It is my pleasure to write to you as the Minister of Municipal Affairs regarding the process for requesting a meeting with me, or provincial staff, during the upcoming 2023 UBCM Convention taking place from September 18–22, 2023 in Vancouver, B.C.

You will receive a separate letter from the Honourable David Eby, Premier, containing information about the online process for requesting a meeting with the Premier or other Cabinet Ministers.

If you would like to meet with me, please complete the online request form at [MUNI Minister's Meeting](#) and submit it to the Ministry of Municipal Affairs by **June 30, 2023**. Meeting dates and times will be confirmed in late August. I will do my best to accommodate as many meeting requests as possible. If I am unable to meet with you, arrangements may be made for a meeting post-Convention.

To get the most out of your delegation's meeting with me, it continues to be helpful for you to provide as much detail as possible in the online form on topics you wish to discuss. Providing this information in advance gives me a better understanding of your delegation's interests and our discussion can be more productive.

Ministry staff will email you shortly with the Provincial Appointment Book. This document lists all ministry, agency, commission, and corporation (MACC) staff available to meet with delegates at Convention, as well as details on how to submit an online staff meeting request.

While this will be my first UBCM Convention as Minister responsible for local government, my background has focused on community, as a three-term Burnaby City Councillor and a teacher in the Burnaby school system. I understand the importance of these opportunities to connect in person and have enjoyed meeting with many communities during my first six months in this portfolio to hear more about challenges and accomplishments. I look forward to continuing these meetings this summer and at Convention. As partners, we can build vibrant and healthy communities.

Sincerely,

Anne Kang  
Minister

pc: Honourable David Eby, Premier  
Jen Ford, President, Union of BC Municipalities



# Ucluelet Racquet Sport Club

[REDACTED]  
Ucluelet, B.C.  
VOR3A0  
PO Box 1058



May 3, 2023

Mayor and Council  
District of Ucluelet  
Ucluelet, B.C.  
VOR3A0

Dear Mayor and Council,

By way of this letter we would like to formally introduce you to the Ucluelet Racquet Sports Club. The club is a registered non for profit Society in B.C. and was incorporated in August 2022. We currently have 33 paid members and continue to grow as our activity increases in Ucluelet. We have been active not only as players of Pickleball, badminton and tennis we are also strong advocates for improved playing facilities here in town. Some of our efforts to date have been advocating for the reinstallment of an outdoor tennis court at the high school and thanks to the coordinated efforts of district staff we are very close to seeing the tennis court with Pickleball courts included in the one court layout being built this summer, fingers crossed.

Most of the members of the Club are resident property owners in the District and are active participants in the much loved Ucluelet Recreation Program which as you know organizes playing times at the Sea Plane Base Hall. We have recently met with the District CAO and expressed our interest in seeing the hall facilities repaired and maintained while the District is in the planning and funding stages of a new recreation hall. We believe as taxpayers it is paramount that the Seaplane Base Hall be repaired to facilitate access to at least one washroom, the playing floor refinished, the walls painted and new lights and doors installed. We respectfully request a modest budget be allocated to improve and maintain the hall while the community plans and develops a replacement facility. We fully understand the concerns regarding the Tsunami hazard and long term structural integrity of the existing building however why not allocate a

modest quantum of funds and spruce the hall up so that the citizens of the community can continue to use it in comfort while a replacement facility is eventually realized. Not unlike maintaining your used vehicle while you save and plan for the purchase of a new more functional safe replacement.

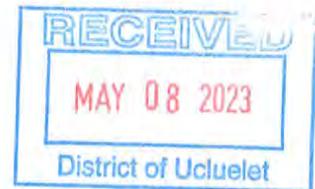
Please let us know if you are in agreement with a modest renovation of the hall and we will be there to lend a hand in the process.

Sincerely yours

Ucluelet Racquet Sports Club

*Linda Erickson of the public*  
*Chris Johnstone* *Tammi MacKinnon* *Penny Jones*

Penny Jones, Chris Johnstone, Tammi MacKinnon, Linda Erickson, Luc Charpentier



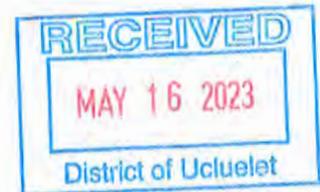


# Ukee Pickleball

## Ucluelet Racquet Sports Club

PO Box 1058

Ucluelet, B.C. V0R 3A0



May 16, 2023

Pam Craig  
 Board Chair,  
 School District 70  
 4690 Roger Street  
 Port Alberni, B.C.  
 V9Y 3Z4

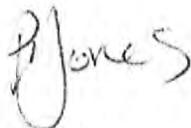
Dear Ms. Craig

By way of this letter we would like to formally introduce you to the Ucluelet Racquet Sports Club. The club is a registered non for profit Society in B.C. and was incorporated in August 2022. We currently have 33 paid members and continue to grow as our activity increases in Ucluelet. We have been active not only as players of pickleball, badminton and tennis but we are also strong advocates for improved playing facilities here in town. Most of the members of the Club are resident property owners in the District.

We are writing to express our dismay and disappointment in the recent correspondence the Club received from Mr. Tim Davie, Superintendent SD70, whereby he indicated, and I quote, "examining options for potential reinstatement of an outdoor tennis court on the Ucluelet Secondary School site", end quote. (attach.1) Ms. Craig you will recall in your letter (attach.2), in response to a petition we submitted (attach 3.), dated September 16, 2022 that you had assured the petitioners of a reinstated tennis court that, and I quote, " ... pleased to share with you that redevelopment plans for the school site includes the reinstallation of one tennis court" end quote. Surely your Superintendent must realize that the School District has more than committed to examining options for a potential reinstatement.

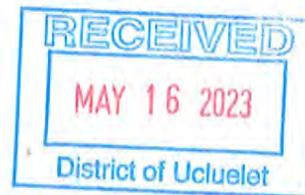
We subsequently seek your assurance that the court will be reinstated as you promised as we must continue to have confidence in you, our most senior elected School Board trustee, that this commitment is real and will be fulfilled in due course.

Sincerely,



Penny Jones

Ucluelet Racquet Sport Club



CC: Tim Davie, Superintendent SD70

Cynthia Orr, Trustee

Ucluelet Mayor and Council

Josie Osbourne, MLA

Attachments: 1. Email from Time Davie; 2. Petition and letter; 3. Letter from Pam Craig



Dear Mayor and Council,

The Vancouver Island Coast Economic Developers Association (VICEDA) would like to invite you to attend an upcoming circular economy webinar, which is being organized to showcase practical innovations taking place to shift towards a circular economy. The webinar is an opportunity to learn how local governments can be leaders in the transition to a circular economy, and what has been achieved during the regional pilot of the 2022/2023 [Circular Economy Accelerator Program](#).

By attending the webinar and hearing from Vancouver Island/Coast companies, you will have the chance to learn key principles of the circular economy and how they are being applied in local communities in the region. **The June 28<sup>th</sup> webinar 'How Local Government Can Support a Circular Economy' is free to attend. Register now at: [viceda-localgov-webinar.eventbrite.ca](https://viceda-localgov-webinar.eventbrite.ca).**

The VICEDA Circular Economy Webinar Series is part of the Circular Economy Accelerator Program, delivered by Vancouver Island Coast Economic Developers Association and the Synergy Foundation with financial support from the Island Coastal Economic Trust and regional VICEDA partners: Cowichan Valley Regional District, Municipality of North Cowichan, City of Nanaimo, Gabriola Island Chamber of Commerce, City of Port Alberni, City of Campbell River and the Sunshine Coast Regional Economic Development Organization.

VICEDA would like to thank you for your continued interest and support of circular economy initiatives in our shared economic region and we look forward to seeing you at the webinar.

Sincerely,

VICEDA President Rose Klukas  
VICEDA Vice-President Barry O'Riordan  
VICEDA Treasurer Amrit Manhas





## Yuułuʔiłʔatḥ Government 2023-2027 Members of the Legislature

May 16, 2023

### FOR IMMEDIATE RELEASE

**hitaću, BC** – A Swearing in Ceremony was held on May 15, 2023, for the 2023-2027 Yuułuʔiłʔatḥ Government Legislative term. Wilson Jack, Tyee Ha’wilth, orchestrated an Oath of Office for the President Elect and Members of the Legislature.

The Yuułuʔiłʔatḥ Government – Ucluelet First Nation would like to formally announce the Members of Legislature for the 2023-2027 term:

**Charles McCarthy**, President

- Lands and Resources Portfolio

**Asya Touchie**, Member of the Legislature

- Culture, Language, and Heritage Portfolio

**Gertrude Touchie**, Member of the Legislature

- Community Services Portfolio

**Levana Mastrangelo**, Member of the Legislature

- Asset Management Portfolio

**Lorri Touchie**, Member of the Legislature

- Finance Portfolio

**Jay Millar**, Member of the Legislature, ha’wiih Representative

This will be the second consecutive term for Charles McCarthy in the presidential seat, fourth electoral term overall and second consecutive term for Lorri Touchie as Member of the Legislature. All Legislative Members holding a portfolio are considered the “Executive”. A by-election will be held to fill the vacancies of two Legislative seats.

The Yuułuʔiłʔatḥ Government – Ucluelet First Nation has been a self-governing, modern treaty nation since April 1, 2011. We wish all Members of the Legislature a successful four years.

Sincerely,

Yuułuʔiłʔatḥ Government – Ucluelet First Nation

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**Media inquiries contact:**

Charles McCarthy - President, Yuułuʔiłʔatḥ Government

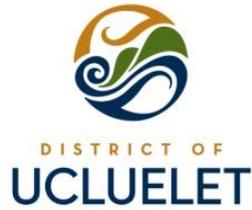
[charles.mccarthy@ufn.ca](mailto:charles.mccarthy@ufn.ca)

or

Melissa Boucha - Manager of Communications and Public Relations

[melissa.boucha@ufn.ca](mailto:melissa.boucha@ufn.ca)





## INFORMATION REPORT

Council Meeting: June 8, 2023  
500 Matterson Drive, Ucluelet, BC V0R 3A0

**FROM:** DUANE LAWRENCE, CAO

**FILE NO:** 0640-30

**SUBJECT:** COUNCIL STRATEGIC PRIORITIES UPDATE

**REPORT NO:** 23- 86

**ATTACHMENT(S):** APPENDIX A - STRATEGIC PRIORITIES SUMMARY

### PURPOSE:

This report is intended to provide Council with a quarterly update on Council's Strategic Priorities.

### BACKGROUND:

Council confirmed their strategic priorities at the April 11, 2023 regular meeting. Based on the feedback and direction Staff have finalized a Council Strategic Priorities Summary or Dashboard that provides a one-page overview of key priority objectives and projects.

In order to provide Council with a more nuanced overview of the current status of the various projects and objectives Staff have included a Strategic Priority Action Summary that outlines the priority, approved funding, anticipated next action completion date, the next actionable item with respect to the priority and outcome.

Staff will provide this summary report to Council on a quarterly basis, as requested by Council.

### REPORT:

Council's Strategic Priorities and Action Summary are living documents. If new priorities are identified by Council they may be added to Council's Strategic Priorities by resolution. It is key to recognize that if a new priority is identified, existing priorities will be deferred to allow for the new priority to be actioned.

Prior to considering a new priority item it will be important to allow the CAO an opportunity to determine the most appropriate department to which the new priority should be assigned and consider which of the key priorities would be most appropriate to defer and any implications with deferring the identified priority. A sample resolution has been provided below.

*THAT Council direct Staff to add \_\_\_\_\_ to Council's Strategic Priorities and authorize the Chief Administrative Officer to adjust Council Strategic Priorities.*

As priorities are completed staff will include within this report an update on those items. 'Future' and 'later' items will be moved up on the priority and action list as other priorities are completed. Additionally, staff may identify new strategic priorities that should be considered as actionable items.

The development of a Code of Conduct Policy was a priority under the CAO's priority list which was completed in May of 2023. A newly identified high priority item, Director of Finance Recruitment, has been added as a new priority item under the CAO's task list.

Additionally, in April of 2023 the Housing Acceleration Fund (HAF) was announced by the Federal Government which provides financial support to approved applicants that are actioning improvements to the building approval and permitting program. Staff have reviewed the program and see significant benefits in actioning this item as a high priority. The program was also briefly discussed by Council. Staff have included this item under Planning and Development as an actionable item which has deferred moving the Tourism Accommodation Regulation review to a future item. If Council does not wish the HAF program to be actioned staff can remove the item, returning the tourist accommodation review back onto the priority list.

**Respectfully submitted:                      Duane Lawrence, CAO**

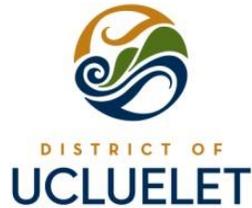
**Council Priorities**

Council Priorities		Future (Next) Pries	
1. <b>OCP: Growth &amp; Development</b>	Jun	* Service Capacity Review: Scope	
2. <b>Parks &amp; Rec Master Plan</b>	May	* Kelp Farming: Prospectus	
3. <b>Capital Plan: 5-yr Asset</b>	Sept	* Recreation Hall: Study	
4. <b>Vacant Property Management</b>	Next	* Wave Energy: Opportunities	
5. <b>Water Treatment &amp; Security</b>	Jun	* Water Security: Options	
<b>Advocacy</b>		* Water Conservation Study: Strategies	
<b>Supportive Housing (BCH/CMHC)</b>		* Short Term Rental Bylaw: Strategies	
<b>West Coast Evacuation Plan (ACRD)</b>		* Minato Bay Shoreline Trail: Strategy	
<b>Health Centre Development (IH)</b>		* Climate Action Plan: Priority Projects	
<b>Hwy 4 Cell Coverage (Rogers)</b>		* Asset Management: Plan & Policy	
<b>Peninsula Road Improvements (MOTI)</b>		<b>Later (Future Consideration)</b>	
<b>Partnerships</b>		* Ucluelet Inlet Plan: Proposal	
<b>Community to Community Meeting(s)</b>		* Marine Education: Opportunities	
Indigenous Significant Sites Protocol		* Tree Protection Bylaw: Research	
Worker Housing Options		* Natural Asset management: System	
Fire Services Agreements		* Regional Growth: Implications	
Kelp Farming: Discussion (Industry)		* Long Term Capital Plan	
Department Operational Initiatives			
Chief Administrative Officer		Corporate Services	
1. <b>Director of Finance Recruitment</b>	May	1. Privacy Management Program	Aug
2. <b>Community to Community Meeting(s)</b>	July	2. Delegation of Authority Bylaw	Sept
3. Collective Bargaining: Mandate	July	3. IT Services Contract	Oct
* Service Capacity Review: ToR		* Procedure Bylaw Updates	
* Economic Resilience Strategy: Review		* Alternative Notice Bylaw	
Finance		Communications & Human Resources	
1. <b>Capital Plan - 5-yr</b>	Sept	1. Sick Leave Policy: Draft	July
2. DCC Bylaw Update: RTC	Oct	2. Website Rebuild: RFP	June
3. Alternative Revenue: Strategies: RTC	Sept	3. Communications Policy: RTC	Sept
* Fees & Charges (Water & Sani) Review		* Training & Development Policy	
* 20-Yr Capital Plan (Asset Management)		* OH&S Policy	
Planning & Development		Fire & Emergency Services	
1. <b>OCP: Growth &amp; Development</b>	Jun	1. Fire Hall Replacement Plan: RFP	Aug
2. <b>CMHC Housing Accelerator Fund</b>	Jun	2. Emergency Management Plan: Update	Oct
3. <b>Supportive Housing: Design</b>	Jun	3. Building Development Guidelines	Sept
* Short-Term Rentals: Regulations Review		* Fire Service Review	
* DP Application Procedures Bylaw Update		* Fire Service Agreements Review	
Operations		Parks & Recreation	
1. <b>Water Treatment</b>	May	1. <b>Parks &amp; Rec Master Plan: ToR</b>	June
2. Works & Services Bylaw	Sept	2. Rec Hall Replacement: RFP	Sept
3. Operational Capacity Development	Aug	3. Accessibility Policy: Draft	Oct
* Asset Management Plan		* Safe Harbour Path	
* Water Works Bylaw		* Harbour Master Plan Implementation	
CAPITAL WORKS			
* Village Green: Completion	June	* Mercantile Creek Water Line: RFP	June
* Victoria Lift Station Bypass: Award	June	* Peninsula Road Strom: Design	June
* Amphitrite House: Demolition	June	* Peninsula Road Corridor: RFP	Sept
* Water Treatment: Scope Review	July		
Major Development Projects			
* Lot 16 - Subdivision		* Minato Bay Subdivision	
* Lot 13 - Affordable Housing		* Weyernaeuser Subdivision	

Council Strategic Priorities Action Summary				
Priority	Budget	Action Date	Action	Outcome
<b>Council Priorities</b>				
1. <b>OCP: Growth &amp; Development</b>	n/a	Jun	Committee of the Whole discussion	Determine future actions/changes to the OCP
2. <b>Parks &amp; Rec Master Plan</b>	\$80,000	May	Committee of the whole report to review proposed terms of reference	Determination of the scope and desired outcomes of an updated recreation master plan
3. <b>Capital Plan: 5-yr Asset</b>	n/a	Sept	Compilation of assets and values	High level estimate of capital expenditures and projects to be incorporated into the 5-year financial plan
4. <b>Vacant Property Management</b>	n/a		Research and RTCoW	Exploration of options to reduce number of vacant homes
5. <b>Water Treatment &amp; Security</b>	\$20M	Jun	Engage Funder to reduce scope	Engage Federal Government to allow for the reduction of the project scope in order to reduce total project cost
<b>Advocacy</b>				
<b>Supportive Housing (BCH/CMHC)</b>	n/a		Engage BC Housing & CMHC	Support for community affordable & supportive housing projects
<b>West Coast Evacuation Plan (ACRD)</b>	n/a		Engage ACRD in the development of a west coast evacuation plan	Improved emergency readiness on the west coast
<b>Health Centre Development (IH)</b>	n/a		Engage Island Health to facilitate the development of a new health centre	IH to construct a modern health centre, consolidating health services in Ucluelet.
<b>Hwy 4 Cell Coverage (Rogers)</b>	n/a		Engage Ministry of Citizen Services to priorities Hwy 4 cell coverage	Installation of cell towers to improve cellular coverage along Highway 4
<b>Peninsula Road Improvements (MOTI)</b>	n/a		Work with MOTI Staff to align storm and paving project	Coordination of MOTI and District Projects to ensure projects support each other
<b>Partnerships</b>				
<b>Community to Community Meeting(s)</b>	n/a		Meet with Mayor	Determination of desired objectives and meeting requests
Indigenous Significant Sites Protocol	n/a		Develop draft protocols (per OCP)	Review of development applications, blanket review and permit for our works on public land & identifying known significant sites
Worker Housing Options	n/a		Exploration of employee housing development options	Research employee housing models and opportunities, report back to Council on options.
Fire Services Agreements	n/a		Review of service agreements	Determine updated fee for services and possible capital contributions for fire hall and engine replacements.
Kelp Farming: Discussion (Industry)	n/a		Investigation & Research	Determine options, partnerships?
<b>Chief Administrative Officer</b>				
1. Director of Finance Recruitment	\$10K	May	Engage Recruitment Firm & Post	Increase reach to engage quality candidates and assistance in ensuring District is interviewing quality candidates.
2. <b>Community to Community Meeting(s)</b>	n/a	July	Meet with Mayor	Determination of desired objectives and meeting requests
3. Collective Bargaining	\$10K	July	Bargaining preparation	Determine mandate in preparation for fall bargaining
* Service Capacity Review: ToR	n/a		Service delivery review and capacity	Develop Terms of Reference for Council consideration
* Economic Resilience Strategy: Review	n/a		Research	Review 2017 Economic Development Strategy
<b>Finance</b>				
1. <b>Capital Plan - 5-yr</b>	n/a	Sept	Financial Planning for Capital Assets	High level review of current asset replacement requirements and development needs with order of magnitude cost estimates
2. DCC Bylaw Update: RTC	\$45K	Oct	RTC outlining ToR	Budget allocation and authorization to contract out the update of the bylaw.
3. Alternative Revenue: Strategies: RTC	n/a	Sept	RTC on a parking program	Direction on undertaking a fee based parking program for Ucluelet
* Fees & Charges (Water & Sani) Review	n/a		Review of current fees	RTC on adjustments needed to adequately fund the sewer and water services
* 20-Yr Capital Plan (Asset Management)	n/a		Asset Inventory	Long-term capital investment requirements

Planning & Development				
1. <b>OCP: Growth &amp; Development</b>	n/a	Jun	Growth analysis brought back to Council for review	Guidance on any potential changes to the growth strategy approved in the 2022 OCP
2. CMHC Housing Accelerator Fund	n/a	Jun	RTC on HAF program and draft action plan	Direction on applying for HAF (August deadline)
3. <b>Supportive Housing: Design</b>	\$225,000	Jun	Develop design of supportive housing project: CHMC rapid housing initiative	Finalized design for issuance as an RFP upon CHMC application approval
* Short-Term Rentals: Regulations Review	n/a		Review of current regulations of STR tourist accommodation.	Direction on modifying bylaws and policies related to tourist accommodation in residential areas
* DP Application Procedures Bylaw Update	n/a		Determine scope of update	Ensure update reflects Council intent and meets District objectives
* Subdivision Services Bylaw Update	n/a		Determine scope of update	Ensure update reflects Council intent and meets District objectives
Operations				
1. <b>Water Treatment</b>	\$20.7M	May	Engage Funder to reduce scope	Engage Federal Government to allow for the reduction of the project scope in order to reduce total project cost
2. Works & Services Bylaw	n/a	Sept	Development of new bylaw	Provides current guidelines and requirements for new developments within the DoU
3. Operational Capacity Development	n/a	Aug	Employee Role Review and Training	Increased internal capacity to undertake operational works
* Asset Management Plan			Input of master plan data	First draft of asset management plan
* Water Works Bylaw			Review of Bylaw	Determination of required updates to meet current standards
Corporate Services				
1. Privacy Management Program: Implementation	n/a	Aug	Implement Program	Identify gaps, provide training, update forms and update Privacy Impact Assessments
2. Delegation of Authority Bylaw	n/a	Sept	Draft bylaw	Consolidation of delegation authorities and confirmation of delegation of authority by Council
3. IT Services Contract	tbd	Oct	Draft and Issuance of an RFP for IT services	Ensure value in IT services contract, compliance with purchasing policy
* Procedure Bylaw Updates	n/a		Draft bylaw amendments and bylaw	Present Bylaws to Council and give notice
* Alternative Notice Bylaw	n/a		CoW Report	Determination of Council direction for provision of public notice requirements
Communications & Human Resources				
1. Sick Leave Policy	n/a	July	Develop draft short term sick leave policy	Address policy gap for use of sick leave related to short term sick leaves (2 wks through 4 mth)
2. Website Rebuild: RFP	\$44,450	Jun	Draft RFP for Website rebuild	Engage consultant to redesign DoU Web site, to supported application and increase accessibility of site
3. Communications Policy: RTC	n/a	Sept	CoW Report	Guidance on desired outcomes for a communications policy
* Training & Development Policy	n/a		Draft policy	Outlines staff and employee training and development parameters to ensure equity across the district
* OH&S Policy	n/a		Draft Policy	Updated compliance with Worksafe BC requirements
Fire & Emergency Services				
1. Fire Hall Replacement Plan	n/a	Aug	RTC fire hall improvements/replacement	Seek direction from council on options for short term improvements and long term replacement of fire hall
2. Emergency Management Plan: Update	n/a	Oct	Draft update	Current and actionable emergency planning document
3. Building Development Guidelines	n/a	Sept	Draft development of building development guide for fire code requirements	Increased awareness and improved compliance with new developments on fire regulations and emergency access requirements
* Fire Service Review	\$12,000		Engage Fire Underrighters	Verify current capacity and provide direction on current and future needs

* Fire Service Agreements Review	n/a		Review of funding calculations for fire services	Equitable contributions to maintain and operating fire and protective services; capital contribution agreements for future fire capital requirements
<b>Parks &amp; Recreation</b>				
1. Parks & Rec Master Plan: ToR	\$40,000	June	Develop ToR for Council Review	Identify desired outcomes of an updated Recreation Master Plan
2. Rec Hall Replacement	\$75,000	Sept	RFP & scope review with Council	Engage a contractor to undertake engagement and concept design for the replacement of the Recreation Hall
3. Accessibility Policy: Draft	n/a	Oct	Draft accessibility policy	Policy that provides guidance on ensuring accessibility is a part of all projects and initiatives within the municipality
* Safe Harbour Path	\$35,000		Concept Plan	Approval of a concept design that meets Council and community expectations for the development of the new harbour path
* Harbour Master Plan Implementation	n/a		Review of recommendations, RTHA	Determination of priority actions/initiatives
<b>CAPITAL WORKS</b>				
* Mercantile Creek Water Line: RFP	\$1M	June	RFP development	Secure a contractor for the replacement of the damaged water supply line
* Peninsula Road Strom: Design	TBD	June	Investigative work	Determine scope of project and ownership in order to determine cost implications
* Peninsula Road Corridor: RFP	\$1.488M	Sept	Finalize detailed engineering and design	Design and engineering for issuance of RFP
* Village Green: Completion	\$1.1M	June	Site inspection and sign off	Identify deficiencies and sign off on project completion
* Victoria Lift Station Bypass	\$156K	June	Construction	Construction of bypass system to investigate condition of lift station
* Amphitrite House: Demolition	\$1.69M	June	Demolition of house	removal of existing structure in preparation for build to commence
* Water Treatment: Scope Review	\$20.7M	July	Review of project scope with Ministry	Reduce scope to a level that is affordable for the municipality while meeting project objectives



## INFORMATION REPORT

Council Meeting: June 8, 2023  
500 Matterson Drive, Ucluelet, BC V0R 3A0

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**FROM:** JOSEPH ROTENBERG MANAGER OF CORPORATE SERVICES

**FILE NO:** 0550-20

**SUBJECT:** RESOLUTION TRACKING – JUNE 2023

**REPORT NO:** 23-80

**ATTACHMENT(S):** APPENDIX A - RESOLUTION TRACKER –JUNE 2023

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### PURPOSE:

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

### BACKGROUND:

The resolution tracking report, attached, provides Council with an overview of actions resulting from resolutions of Council. Trackers are assigned to staff with the following progress designations:

- Assigned – action has not yet commenced;
- In Progress – action has been taken by Staff;
- Complete – action has been completed; and
- No Further Action – no further action on this matter will be taken by Staff.

Items will be removed from the list after actions are shown once as complete or no further action.

**Respectfully submitted:** JOSEPH ROTENBERG, MANAGER OF CORPORATE SERVICES



Meeting	Resolution Date	Meeting Item Description	Resolution	Action	Department Responsible	Status	Comments/Actions
Regular Council	14-Jul-20	Audio Visual Upgrades for the Main Hall	THAT Council approve using up to \$60,000 RMI funds for Audio Visual (AV) upgrades to the Main Hall at the Ucluelet Community Centre.	Implement AV upgrades.	Parks & Recreation	In Progress	Finalizing installation with IT
Regular Council	15-Jun-21	Resolution Tracking - May 2021	THAT staff provide a report to Council with options for the investment of Barkley Community Forest Funds at an upcoming Council Meeting.	Staff to develop a legacy reserve fund as part of the statutory reserve policy.	Finance	In Progress	
Regular Council	21-Sep-21	Dr. Carrie Marshall and Faye Missar, Coastal Family Resource Coalition Re: Harm Reduction	THAT Council direct Staff to bring back the alcohol harm reduction information to at a future meeting for Council discussion.	Draft report and bring back alcohol related information for Council discussion.	Recreation	In progress and being researched	report to be presented in the fall
Regular Council	26-Oct-21	Correspondence Regarding Bay Street Speed Controls and Crosswalk	THAT Council direct Staff to present a report regarding speed controls for consideration at a future meeting of Council.	Added to 2022 budget. Workplan in progress.	Public Works	Complete	
Regular Council	14-Dec-21	Parking Concerns 1624 Bay Street	THAT Council direct staff to relocate the pedestrian pathway and cross walk currently located on the west side of Bay Street to the east side of Bay Street.	Develop new routing plan; convey plan to affected residents and implement project.	Public Works		This resolution was rescinded on May 9, 2023
Regular Council	22-Feb-22	Water Treatment System Upgrades	THAT Council authorize Staff to issue a Request for Proposal in 2022 for the Design-Bid-Build of the water treatment system project upon a successful Alternative Approval Process; and,	Issue a Request for Proposal in 2022 for the Design-Bid-Build of the water treatment system project upon a successful Alternative Approval Process.	Public Works	In Progress	Design RFP anticipated in summer 2023

Regular Council	22-Feb-22	Water Treatment System Upgrades	THAT Council authorize Staff to complete pre-project work for the water treatment system project in an amount not to exceed \$300,000 funded through water reserves and the Investing in Canada Infrastructure Shared Cost Agreement.	Complete pre-project work for the water treatment system project in an amount not to exceed \$300,000 funded through water reserves and the Investing in Canada Infrastructure Shared Cost Agreement.	Public Works	Complete	
Special Council	19-Apr-22	Traffic Calming Next Steps		Prepare a draft traffic calming policy	Public Works	Deferred	The creation of a formal policy for speed has been deferred, or adjusted to a guideline
Special Council	19-Apr-22	Update on Village Green: Main & Cedar Intersection	It was moved and seconded THAT Council direct staff to explore costs for adding parking stalls within the current extents of the Cedar Road Parking Hub, for consideration in the 2023 budget.	Explore costs for exploring the addition of parking stalls within the Cedar Hub Parking Hub, for consideration in the 2023 budget.	Public Works	In Progress	RTC in summer 2023
Regular Council	26-Apr-22	Jeff Anderson, Rotary Club of Ucluelet Re: Frisbee Golf Course Development	It was moved and carried THAT Council direct staff to prepare a report on the development of a Frisbee Golf Course in Ucluelet, specifically using the land behind the water tower for the course, for council's consideration.	Prepare a report on the development of a Frisbee Golf Course in Ucluelet, specifically using the land behind the water tower for the course, for council's consideration.	Parks & Recreation	Complete	Report presented to Council
Regular Council	10-May-22	Strategic Priorities Fund Capital Infrastructure Grant Application	THAT Council provides up to \$1.5M towards the Firehall Project.  It was also moved and seconded THAT Council direct staff to include funding to undertake a fire services review for consideration within the 2023 budget.	Grant application was submitted as of June 30, 2022. Grant was not successful. Firehall pushed out past the 5 year plan. Fire Service review was allocated in the 2023 Fire & Emergency Services budget.	Fire & Emergency Services / Finance	Complete	
Regular Council	31-May-22	Tribal Guardian Program - Kennedy Back Road System	It was moved and seconded THAT Council direct staff to reallocate \$20,000 designated for the relocation of the Tourism Ucluelet office to the District of Ucluelet Grants in Aid program; and  It was moved and seconded THAT Council authorize a \$20,000 Grant in Aid to the Tla-o-qui-aht First Nations Tribal Park Guardian program for the oversight of dispersed camping.	Reallocate \$20,000 designated for the relocation of the Tourism Ucluelet office to the District of Ucluelet Grants in Aid program.  Authorize a \$20,000 Grant in Aid to the Tla-o-qui-aht First Nations Tribal Park Guardian program. PAID.	Finance	Complete	

Regular Council	31-May-22	Affordable Housing	<p>It was moved and seconded THAT the Committee of the Whole recommend Council authorize the Mayor to execute a Memorandum of Understanding in support of the development of a regional governance framework for coordinating and sharing resources to address affordable housing on the West Coast peninsula as presented in the May 31, 2022 Affordable Housing report.</p> <p>It was moved and seconded THAT Council authorize the Mayor to execute a Memorandum of Understanding in support of the development of a regional governance framework for coordinating and sharing resources to address affordable housing on the West Coast peninsula as presented in the May 31, 2022 Affordable Housing report.</p>	Mayor to execute the MOU.	Administration	Assigned	
Regular Council	31-May-22	Affordable Housing	<p>It was moved and seconded THAT Council direct staff to issue a request for proposal to engage a housing authority. It was moved and seconded THAT the Committee of the Whole recommend that Council direct staff to issue a request for proposal to engage a housing authority.</p>	Issue a request for proposal to engage a housing authority.	Administration	Deferred	
Regular Council	31-May-22	Contractor's Temporary Land Use	<p>It was moved and seconded THAT Council approve Option A, to authorize the use of District-owned land to temporarily house contractors while working on District capital projects; and</p> <p>It was moved and seconded THAT Council direct Staff to return to Council with the details and planning necessary to administer temporary contractor housing.</p>	Return to Council with the details and planning necessary to administer temporary contractor housing.	Public Works	In Progress	
Regular Council	14-Jun-22	Trail Right of Way over 348 Pass of Melfort	<p>It was moved and seconded THAT Council, for the purposes of creating a public pathway over 348 Pass of Melfort, Strata Lot 10, Plan VIS5896, Section 1, Barclay Land District:</p> <ol style="list-style-type: none"> <li>1. Direct District of Ucluelet staff to execute and register the S.218 Statutory Right of Way attached as Appendix A of staff report 22-78.</li> <li>2. Direct District of Ucluelet staff to coordinate the environmental and estimating work required so that a public pathway over 348 Pass of Melfort and relocated elements of the Wild Pacific Trail can be considered and prioritized in future budgeting process. It was moved and seconded</li> </ol> <p>THAT a letter of appreciation be forwarded to the property owners and some form of tribute to them be included in the trail construction.</p>	Execute and register the S.218 Statutory Right of Way attached as Appendix A of staff report 22-78. Coordinate the environmental and estimating work required so that a public pathway over 348 Pass of Melfort and relocated elements of the Wild Pacific Trail can be considered and prioritized in future budgeting process. Forward a letter of appreciation to the property owners and include some form of tribute to them in the trail construction.	Planning	In Progress	<p>Statutory Right of way has been registered.</p> <p>Environmental work yet to be completed.</p> <p>Tribute and letter will be completed at time of trail construction.</p>
Regular Council	16-Aug-22	Fireworks Regulation Bylaw 1302, 2022	<p>THAT Council approves the Fireworks Fines &amp; Penalties as presented in staff report No. 22-113 and directs staff to present an amendment to Municipal Ticket Information System Bylaw No. 949, 2004 to include these fines and penalties.</p>	Draft MTI amendment bylaw and bring forward for Council review.	Administration	Assigned	

Regular Council	20-Sep-22	Contract Authorization - Amphitrite House Construction	It was moved and seconded THAT Council authorize the Mayor and the Corporate Officer to execute a \$1,000,000 contract between the District of Ucluelet and Saltwater Building Co for the supply of materials and labour to reconstruct the Amphitrite house and grounds.	Obtain signatures and file contract	Public Works	Complete	
Regular Council	06-Oct-22	Contract Authorization - Village Green Construction	It was moved and seconded THAT Council authorize the Mayor and Corporate Officer to execute a \$1,138,000 contract between the District of Ucluelet and Hazelwood Construction Services Inc. for the supply of all materials and labour to construct the Village Green Revitalization Project.	Sign and file contract	Public Works	Complete	
Regular Council	15-Nov-22	Ucluelet Garbage Collection and Regulation Bylaw No. 960, 2004	It was moved and seconded THAT Council direct staff to present an amendment to the District of Ucluelet Garbage Collection and Regulation Bylaw No. 960, 2004, to be considered at a future Council meeting, which allows for Bear Resistant Collection Carts to be stored outside provided that the container is anchored to prevent tipping or being dragged away by an adult bear.	Draft and present amendments to Bylaw No. 960, 2004 to allow for outdoor storage of garbage carts provided they are anchored.	Recreation	Deferred	Will be working with Wildsafe BC to monitor summer garbage and provide a wildlife attractant bylaw in the fall
Regular Council	15-Nov-22	The Moorage Street Parking Signage and Enforcement Christine Brice, Strata Manager   Ardent Properties INC.	It was moved and seconded THAT Staff provide a report about options for Ardent Properties.	No-overnight parking signage to be installed along Larch Rd. ; additional line painting to be completed with next line painting works.	Public Works	In progress	A work order has been created to complete this work
Regular Council	29-Nov-22	2023 Council Conference Attendance	It was moved and seconded THAT Council authorize all Council members to attend the Local Government Leadership Academy Elected Official Seminars, 2023 Association of Vancouver Island and Coastal Communities Convention, 2023 Union of BC Municipalities Convention and 2023 Annual Vancouver Island Economic Summit.	Register Councillors to attend conferences and book accommodation.	Administration	In Progress	Registration and hotel booking will occur when registrations open and hotel blocks are allocated.
Regular Council	13-Dec-22	Zoning Amendment for 2108 Peninsula Road	It was moved and seconded THAT Council indicate to the applicant that rezoning the property at 2108 Peninsula Road to permit a tourist accommodation suite would not align with community needs, and direct staff to work with the applicant to:  1. draft a zoning amendment bylaw to tailor the zoning of the property to allow for the other commercial uses sought by the owner; and, 2. pursue the tourist accommodation use through a temporary-use permit.	Follow up with applicant and work to draft Zoning Amendment Bylaw that aligns with this resolution.	Planning	Complete	
Regular Council	13-Dec-22	Japanese Canadian Pavilion Interpretive Centre, November 2022	THAT Council direct Staff to work with the Ucluelet and Area Historical Society on the open-air pavilion proposal and report back to Council.	Work with the society on the proposal and report back to Council.	Recreation	In Progress	Setting a date to meet in the fall including the planning dept

Regular Council	13-Dec-22	Japanese Canadian Pavilion Interpretive Centre, November 2022	THAT Council direct Staff to prepare a letter of support for the Ucluelet and Area Historical Society's application to the Japanese Canadian Legacies Society for funding to create a permanent open-air pavilion which houses interpretive panels that tell the story of Japanese Canadian coastal fishing families in the twentieth century;	Provide letter of support	Recreation	In Progress	To be completed by end of June
Regular Council	13-Dec-22	Girl Guides - Guiding Lights Across BC Celebration	It was moved and seconded THAT Council direct Staff to light up in blue the District of Ucluelet sign at the junction of the Tofino/Ucluelet Highway and Highway 4 on February 22, 2023, to participate in the Girl Guides' 'Guiding Lights Across BC Celebration.	Light up the sign.	Recreation	Complete	Implemented February 22
Regular Council	10-Jan-23	Skatepark Lighting Project	It was moved and seconded THAT Council direct staff to defer the Skateboard Lighting Project until grant funding becomes available to fund the project.	Reallocate dedicated funds to Recreation Department budget.	Finance	Complete	
Regular Council	10-Jan-23	Skatepark Lighting Project	It was moved and seconded THAT Council direct staff to defer the Skateboard Lighting Project until grant funding becomes available to fund the project.	Defer skateboard lighting project to future budget until grant funding becomes available.	Recreation	Complete	
Regular Council	10-Jan-23	Skatepark Lighting Project	It was moved and seconded THAT Council direct staff to defer the Skateboard Lighting Project until grant funding becomes available to fund the project.	Research grant opportunities for Skatepark Lighting Project.	Recreation	Complete	
Regular Council	24-Jan-23	Development Variance Permit for 1425 Helen Road	It was moved and seconded THAT Council direct Staff to investigate using an alternative method to temporarily permit on street parking spaces for the B&B use at 1425 Helen Road and report back to Council.	Investigate options, and report back to Council.	Administration	Complete	
Regular Council	24-Jan-23	Highway 4 Junction Landscaping	It was moved and seconded THAT Council direct Staff to work with the Ministry of Transportation and Infrastructure on options for the installation of a low maintenance xeriscape for the highway junction islands and report back to Council with costs.	Discuss options with MOTI and report back to Council with costs.	Administration	In Progress	

Regular Council	24-Jan-23	Responsible Conduct Policy	It was moved and seconded THAT Council direct staff to develop a draft responsible conduct policy to be considered by Council at a future committee of the whole.	Present Responsible Conduct Policy at future Committee of the Whole.	Administration	Complete	
Regular Council	24-Jan-23	CMHC Rapid Housing Initiative Grant	It was moved and seconded THAT Council direct staff to continue discussions with community social support service providers with the aim of developing a partnering agreement for the ongoing operation of the housing should the District succeed in obtaining project funding from the current Canada Mortgage and Housing Corporation (CMHC) grant or other sources.	Continue discussion with potential service providers related to operation of housing.	Planning	In Progress	Ongoing, contingent on receipt of grant funding.
Regular Council	24-Jan-23	CMHC Rapid Housing Initiative Grant	It was moved and seconded THAT Council direct staff to prepare a draft submission to the Canada Mortgage and Housing Corporation (CMHC) Rapid Housing Initiative grant intake, for Council authorization at its March 14, 2023, regular meeting.	Prepare grant application and bring back for Council review.	Planning	Complete	
Regular Council	24-Jan-23	BC Epilepsy Society Proclamation	It was moved and seconded THAT the District of Ucluelet sign at the Junction be illuminated in purple on March 26 in support of the BC Epilepsy Society.	Light up sign in purple on March 26.	Recreation	Complete	Implemented March 26
Regular Council	09-Feb-23	Zoning Amendment and Development Variance Permit for 1300 Peninsula Road	It was moved and seconded THAT Council, with regard to the proposed development of 5 affordable housing units at 1300 Peninsula Road give first and second reading to District of Ucluelet Zoning Amendment Bylaw No. 1324, 2023.	Update Bylaw readings.	Administration	Complete	
Regular Council	09-Feb-23	Zoning Amendment and Development Variance Permit for 1300 Peninsula Road	It was moved and seconded THAT Council, with regard to the proposed development of 5 affordable housing units at 1300 Peninsula Road direct staff to give notice for a public hearing to be held on District of Ucluelet Zoning Amendment Bylaw No. 1324, 2023, and Development Variance Permit 23-02.	Give notice for the public hearing and conduct public hearing.	Planning	Complete	

Regular Council	09-Feb-23	Development Permit for 449 Matterson Drive - Lot 16 Rental Building	It was moved and seconded THAT Council authorize the Director of Community Planning to execute and issue Development Permit DP22-18 for the property at 449 Matterson Drive to allow the construction of a 48-unit rental apartment building and associated driveways, parking, and landscaping subject to: a) Final registration of the subdivision of the Lot 16 property to create the proposed "lot A" apartment building parcel at 449 Matterson Drive; b) Provision of all on and off-site works required to access and service the 48-unit rental apartment building including but not limited to: roads, sidewalks, landscaping, parking areas, potable water, sewer, storm water management, electrical and data services; and, c) Provision of a landscape deposit for 125% of the estimated costs of hard and soft landscape improvements on the property.	Issue DP once subdivision is complete and other conditions are met.	Planning	Assigned	
Regular Council	21-Feb-23	Revenue Anticipation Borrowing Bylaw No. 1325, 2023 - Adoption	It was moved and seconded THAT Council adopt District of Ucluelet Revenue Anticipation Borrowing Bylaw No. 1325, 2023 as presented.	Print, sign and file bylaw.	Administration	Complete	
Regular Council	21-Feb-23	Rotary Frisbee Disc Golf Course	It was moved and seconded THAT Council direct staff to develop a land use agreement between the Rotary Club of Ucluelet and District of Ucluelet for the development of a frisbee disc golf course to be located on the lands having the legal description of PID 009397809, District Lot 281, Clayoquot Land District, Except Plan VIP35275, VIP47109, VIP48670, VIP56963, VIP62019 and VIP62387.	Develop land use agreement.	Recreation	Complete	
Regular Council	21-Feb-23	Notice of Land Disposition - Westcoast Community Resource Society Lease Abby Fortune, Director of Parks & Recreation	It was moved and seconded THAT Council authorize staff to issue a Public Notice of Property Disposition for a portion of Lot A, Plan VIP569363, District Lot 281, Clayoquot Land District, Except Plan VIP81535 and more commonly referred to as 500 Matterson Drive to the Westcoast Community Resource Society, by way of lease, for a term of three years from April 1, 2023, to March 31, 2026 in an amount of  \$1,935.76 per month between April 1, 2023 to March 31, 2024; \$1,974.48 per month between April 1, 2024 to March 31, 2025; and \$2,013.97 per month between April 1, 2025 to March 31, 2026, plus GST.	Give notice of the proposed disposition.	Recreation	Complete	Lease has been signed
Regular Council	21-Feb-23	Development Variance Permit for 1425 Helen Road	It was moved and seconded THAT Council direct staff to give notice for public input on Development Variance Permit 22-09 to waive the on-site parking requirements for a Bed & Breakfast use at 1425 Helen Road for a maximum period of two years.	Give notice of the proposed Development Variance Permit and bring back permit for Council consideration.	Planning	Complete	Permit granted.

Regular Council	21-Feb-23	Pacific Rim Housing Development Corporation	It was moved and seconded THAT Council direct Staff to engage with representatives from the Pacific Rim Housing Development Cooperative and report back to Council on the following questions:  Is the project and related District of Ucluelet funding request lawful, given the Cooperative's rules? What are the building costs? What is the requested District of Ucluelet capital investment?	Write applicant to request information required to draft report which addresses these questions.	Administration	Complete	
Regular Council	21-Feb-23	Pacific Rim Housing Development Corporation	It was moved and seconded THAT Council direct Staff to engage with representatives from the Pacific Rim Housing Development Cooperative and report back to Council on the following questions:  Is the project and related District of Ucluelet funding request lawful, given the Cooperative's rules? What are the building costs? What is the requested District of Ucluelet capital investment?	Obtain legal documents from Pacific Rim Housing Development Cooperative and submit for legal review. Report Solicitor opinion to Council.	Administration	Assigned	
Regular Council	21-Feb-23	Temporary Occupancy Permit Kyle Corcoran, Construction Manager, Milner Group	THAT Council reject the application for Temporary Use Permit 23-02. (DEFEATED)	Give notice of Temporary Use Permit and provide report to Council to consider amended permit.	Planning	Complete	
Regular Council	21-Feb-23	February 9, 2023, Regular Minutes	It was moved and seconded THAT Council adopt the February 9, 2023 Regular Meeting minutes as amended.	Amend, sign, file and post minutes.	Administration	Complete	
Special Council	23-Feb-23	2023 - 2027 Draft Five Year Financial Plan (Verbal Report)	It was moved and seconded THAT staff bring back a report to Council on alternative revenue sources.	Present report to Council on alternative revenue sources.	Administration	Assigned	
Regular Council	14-Mar-23	February 21, 2023, Regular Minutes	It was moved and seconded THAT Council adopt the February 21, 2023, Regular Meeting Minutes as amended.	Amend, sign, file, and post.	Administration	Complete	

Regular Council	14-Mar-23	February 23, 2023, Special Minutes	It was moved and seconded THAT Council adopt the February 23, 2023, Special Meeting Minutes as presented.	Sign, file and post.	Administration	Complete	
Regular Council	14-Mar-23	Public Hearing - Bylaw No. 1324, 2023 and DVP23-02		Draft, file and sign public hearing report.	Administration	In Progress	
Regular Council	14-Mar-23	Zoning Amendment and DVP for 1300 Peninsula Road	It was moved and seconded THAT Council, with regard to the proposed development of 5 affordable housing units at 1300 Peninsula Road: give third reading and adopt District of Ucluelet Zoning Amendment Bylaw No. 1324, 2023; and, authorize the Director of Community Planning to execute and issue Development Variance Permit 23-02.	Update bylaw readings. Sign and file bylaw.	Administration	Complete	
Regular Council	14-Mar-23	Peninsula Road Safety and Revitalization	It was moved and seconded THAT Council direct staff to proceed with the Peninsula Road Safety and Revitalization Project as presented in 23-32 staff report and report back to Council with project phasing options for consideration.	Proceed with the project. Present Council report on phasing options for the project.	Public Works	Assigned	
Regular Council	14-Mar-23	Contract Authorization for Peninsula Road Storm Water System Engineering	It was moved and seconded THAT Council direct staff to include \$183,000 plus applicable taxes in the 2023 capital budget for Peninsula Road storm water system engineering with the District's portion of the engineering costs funded through the BC Growing Communities Fund.	Allocate funds.	Finance	Complete	
Regular Council	14-Mar-23	Contract Authorization for Peninsula Road Storm Water System Engineering	It was moved and seconded THAT Council authorize the award of a contract for \$183,000 plus all applicable taxes to McElhanney Engineering for the engineering services and design of the Peninsula Road storm water system.	Award contract.	Public Works	Complete	Contract has been awarded
Regular Council	14-Mar-23	Contract Authorization for Peninsula Road Storm Water System Engineering	It was moved and seconded THAT Council authorize the award of a contract for \$183,000 plus all applicable taxes to McElhanney Engineering for the engineering services and design of the Peninsula Road storm water system.	Enter into agreement with McElhanney Engineering for storm water system.	Public Works	Complete	Contract has been signed by both parties

Regular Council	14-Mar-23	Contract Authorization for Peninsula Road Storm Water System Engineering	It was moved and seconded THAT Council authorize the District to enter into a funding agreement for the provision of \$100,000 from the Ministry of Transportation and Infrastructure to fund their portion of the Peninsula Road storm water system engineering.	Enter into funding agreement with MOTI. Invoice issued to MOTI	Public Works	Complete	
Regular Council	14-Mar-23	Amphitrite House Construction Contract	It was moved and seconded THAT Council authorize the Mayor and Corporate Officer to execute a \$1,355,000 contract between the District of Ucluelet and Saltwater Building Co LTD for the supply of materials and labour to reconstruct the Amphitrite House and grounds inclusive of a \$150,000 contingency.	Execute agreement with Saltwater Building Co LTD.	Public Works	Complete	Contract has been signed by both parties
Regular Council	14-Mar-23	Temporary Use Permit 23-02 (449 Matterson Drive)	It was moved and seconded THAT Council authorize the Director of Community Planning to execute and issue Temporary Use Permit 23-02 to allow five seasonal Recreational Vehicle (RV) camping spaces for local workers at 449 Matterson Drive for a period of one year.	Sign and issue TUP23-02.	Planning	Complete	
Regular Council	14-Mar-23	Temporary Use Permit for 1950 Peninsula Rd.	It was moved and seconded THAT Council authorize the Director of Community Planning to execute and issue Temporary Use Permit 23-05 to allow wholesale trade, warehousing and light manufacturing uses in a portion of the Service Commercial property located at 1950 Peninsula Road for a period of three years.	Sign and issue TUP.	Planning	Complete	
Regular Council	14-Mar-23	Development Variance Permit for 1425 Helen Road	It was moved and seconded THAT Council authorize the Director of Community Planning to execute and issue Development Variance Permit DVP22-09 to waive the on-site parking requirements for a Bed & Breakfast use at 1425 Helen Road for a maximum period of two years.	Sign and issue DVP.	Planning	Complete	
Regular Council	14-Mar-23	CMHC Rapid Housing Initiative Grant - 1300 Peninsula Road [Updated]	It was moved and seconded THAT Council authorize the Mayor and Corporate Officer to execute a contract between Saltwater Building Co LTD and the District of Ucluelet for the Pre-Construction/Design Phase of the Five-Unit Supportive Housing Development proposed to be built at 1300 Peninsula Road for an amount not to exceed \$106,375 excluding taxes, funded from the Affordable Housing Reserve.	Sign contract with Saltwater Building Co LTD.	Administration	Complete	
Regular Council	14-Mar-23	CMHC Rapid Housing Initiative Grant - 1300 Peninsula Road [Updated]	It was moved and seconded THAT Council authorize the Mayor and Corporate Officer to execute a non-binding Memorandum of Understanding with the Westcoast Community Resource Society for the ongoing operation of the Five-Unit Supportive Housing Development proposed to be built at 1300 Peninsula Road, should the District succeed in obtaining project funding from the 2023 CMHC RHI grant.	Sign and deliver MoU.	Administration	Complete	

Regular Council	14-Mar-23	CMHC Rapid Housing Initiative Grant - 1300 Peninsula Road [Updated]	It was moved and seconded THAT Council authorize staff to submit a grant application for the 2023 Canada Mortgage and Housing Corporation Rapid Housing Initiative grant in an amount of \$3,534,610 for the 5-Unit Supportive Housing Project located at 1300 Peninsula Road.	Submit grant.	Planning	Complete	
Regular Council	14-Mar-23	Notice of Land Disposition - Nuu-Chah-Nulth Tribal Council	It was moved and seconded THAT Council authorize staff to issue a public Notice of Property Disposition for a portion of Lot A, Plan VIP569363, District Lot 281, Clayoquot Land District, Except Plan VIP81595 and more commonly referred to as 500 Matterson Drive portion of the building known as Office 143 and use of group/common space, by way of lease, for a term of three years from April 1, 2023, to March 31, 2026 in an amount of  \$379.10 per month plus GST between April 1, 2023 to March 31, 2024; \$386.68 per month plus GST between April 1, 2024 to March 31, 2025; and \$394.41 per month plus GST between April 1, 2025 to March 31, 2026 plus GST	Provide section 94 notice of the proposed lease.	Recreation	Complete	Lease has been signed
Regular Council	14-Mar-23	Accessibility Committee - Establishment	It was moved and seconded THAT Council approve the Accessibility Committee Terms of Reference as presented.	Sign and file Terms of Reference.	Administration	Complete	
Regular Council	14-Mar-23	Accessibility Committee - Establishment	It was moved and seconded THAT Council direct Staff to commence the recruitment for the Accessibility Committee and present Committee membership applications for Council Appointment.	Recruit Committee Members and bring back report for Council.	Administration	Complete	
Regular Council	14-Mar-23	2023 Grants in Aid and In-Kind Contributions	It was moved and seconded THAT Council authorize the Grants in Aid and In-Kind contributions for 2023 as presented in Appendix B, Schedule of 2023 Grants in Aid and Council Contribution Requests attached to staff report No. 23-39.	Provide funds to Grant in Aid recipients and notify In-Kind recipients.	Finance	Complete	
Regular Council	28-Mar-23	Section 57 Notice - 238 Matterson Drive	It was moved and seconded THAT, pursuant to Section 57 of the Community Charter (Bill 14-2003), Council authorize that a Notice be registered with the Land Title Survey Authority against the land at 238 Matterson Drive, Ucluelet, BC with a legal description of LOTS 10 & 11, SECTION 21, CLAYOQUOT DISTRICT, PLAN 11923, for failure to comply with Building Bylaw No. 1165, 2014, Zoning Bylaw 1160, 2013, and the British Columbia Building Code, which contraventions relate to the construction or safety of buildings on the property	Register notice on title.	Administration	Complete	

Regular Council	28-Mar-23	Lot 13 Request for Funding - Tsunami Risk Mitigation	<p>It was moved and seconded:</p> <p>1. THAT Council direct staff to allocate \$330,000 of Affordable Housing Reserve funds in the 2023 Budget and 5-year Financial Plan, to offset tsunami mitigation costs for the 33-unit development at Lot 13 Marine Drive in conjunction with the BC Housing Affordable Home Ownership Program; and,</p> <p>2. THAT Council indicate that the offer to provide funding in the amount of \$330,000 to offset tsunami mitigation costs would remain valid until September 1, 2025, and would be payable to BC Housing upon the owner obtaining a final occupancy permit for the last of the 33 houses to be built on the proposed lots.</p>	Allocate funds.	Administration	Complete	
Regular Council	28-Mar-23	May -- Lyme Disease Awareness Month in Canada Ms. Birgit Davis-Todd, Volunteer, BC Lyme Non-Profit Society	It was moved and seconded THAT Council direct Staff to light up the District of Ucluelet welcome sign at the Highway 4 and Tofino/Ucluelet Junction on May 3, 2023, with green lights in support of Lyme Disease Awareness and broadcast the Y on social media along with information about Lyme Disease.	Distribute information about Lyme Disease on District Social Media channels.	Administration	Complete	
Regular Council	28-Mar-23	May -- Lyme Disease Awareness Month in Canada Ms. Birgit Davis-Todd, Volunteer, BC Lyme Non-Profit Society	It was moved and seconded THAT Council direct Staff to light up the District of Ucluelet welcome sign at the Highway 4 and Tofino/Ucluelet Junction on May 3, 2023, with green lights in support of Lyme Disease Awareness and broadcast the Y on social media along with information about Lyme Disease.	Light up sign in green lights on May 3, 2023.	Recreation	Complete	
Regular Council	28-Mar-23	March 14, 2023, Regular Minutes	It was moved and seconded THAT the March 14, 2023, Regular Council Meeting Minutes be adopted as presented.	Print, sign, file and post.	Administration	Complete	
Regular Council	28-Mar-23	Joanne Sales, Executive Director Broom Busters		Coordinate with Broom Busters regarding Broom removal.	Public Works	Assigned	
Regular Council	28-Mar-23	Cris Martin and Mayco Noël, Food Bank on the Edge Society Re: Replacement Building for the Food Bank on the Edge	I move that the Food Bank on the Edge Society's request for \$500,000 in funding from the District of Ucluelet for the replacement their building be referred to Staff to prepare a report to be considered by Council at a future meeting.	Prepare and present report.	Administration	Complete	

Regular Council	28-Mar-23	Sergeant Jones, Ucluelet RCMP Detachment Re: District of Ucluelet Policing Priorities		Schedule Sergeant Jones to attend Council Meetings Quarterly.	Administration	Complete	
Regular Council	11-Apr-23	Rezoning Application 22-08 on 2108 Peninsula Road	It was moved and seconded THAT Council refer District of Ucluelet Zoning Amendment Bylaw No. 1327, 2023 to a public hearing.	Give notice and conduct public hearing.	Planning	Complete	
Regular Council	11-Apr-23	Rezoning Application 22-08 on 2108 Peninsula Road	It was moved and seconded THAT Council give first and second reading to District of Ucluelet Zoning Amendment Bylaw No. 1327, 2023;	Update bylaw readings and bylaw tracker.	Administration	Complete	
Regular Council	11-Apr-23	Responsible Conduct Policy Duane Lawrence, CAO		Present amended policy to Council.	Administration	Complete	
Regular Council	11-Apr-23	In-Kind Donation of District of Ucluelet Property for Strawberry Isle Marine Research Society Storage Container	It was moved and seconded THAT Strawberry Isle Marine Research Society's request for an In-Kind donation of space for their new storage container be deferred to staff to present a report to Council at a future date.	Present report.	Recreation	Assigned	
Regular Council	11-Apr-23	March 28, 2023, Regular Minutes	It was moved and seconded THAT the March 28, 2023, Regular Council Meeting minutes be adopted as amended.	Update minutes, print, sign, upload and file.	Administration	Complete	
Regular Council	11-Apr-23	Lot 16 Utilities Servicing Contribution Agreement	It was moved and seconded:  THAT Council authorize the expenditure of up to \$20,000 from the British Columbia Growing Communities Fund for the upgrading of existing service connections and engineering fees identified by the District as part of the Lot 16 servicing works being undertaken by 0985470 B.C. LTD. under the Servicing Contribution Agreement.	Allocate \$20,000 of British Columbia Growing Communities Fund to upgrade connections on Victoria Road.	Finance	Complete	

Regular Council	11-Apr-23	Lot 16 Utilities Servicing Contribution Agreement	It was moved and seconded:  THAT Council authorize the expenditure of up to \$20,000 from the British Columbia Growing Communities Fund for the upgrading of existing service connections and engineering fees identified by the District as part of the Lot 16 servicing works being undertaken by 0985470 B.C. LTD. under the Servicing Contribution Agreement.	Enter into Servicing Contribution Agreement.	Public Works	Assigned	
Special Council	13-Apr-23	2023 - 2027 Draft Five-Year Financial Plan (Verbal Report)	It was moved and seconded THAT Council direct staff to prepare the 2023 Tax Rates bylaw.	Prepare and present the bylaw.	Finance	Complete	
Special Council	13-Apr-23	2023 - 2027 Draft Five-Year Financial Plan (Verbal Report)	It was moved and seconded THAT Council direct staff to prepare the 2023-2027 Five-Year Financial Plan bylaw.	Prepare and present the bylaw.	Finance	Complete	
Regular Council	25-Apr-23	April 11, 2023, Regular Council Minutes	It was moved and seconded THAT the April 11, 2023, Regular Council Meeting Minutes be adopted as presented.	Sign, file, and post.	Administration	Complete	
Regular Council	25-Apr-23	April 13, 2023, Special Council Minutes	It was moved and seconded THAT the April 13, 2023, Special Council Meeting Minutes be adopted as presented.	Sign, file and post.	Administration	Complete	
Regular Council	25-Apr-23	Rezoning Application 23-02 - 1633 Holly Crescent	It was moved and seconded THAT Council refer District of Ucluelet Zoning Amendment Bylaw No. 1328, 2023 to a public hearing.	Give notice and conduct the public hearing.	Planning	Complete	
Regular Council	25-Apr-23	Rezoning Application 23-02 - 1633 Holly Crescent	It was moved and seconded THAT Council give first and second reading to District of Ucluelet Zoning Amendment Bylaw No. 1328, 2023.	Update bylaw readings.	Administration	Complete	

Regular Council	25-Apr-23	Five-Year Financial Plan and Tax Rates Bylaws	It was moved and seconded THAT Council give first, second and third read to District of Ucluelet Annual Tax Rates Bylaw No. 1330, 2023.	Update bylaw readings and bring back for Council to consider adoption.	Administration	Complete	
Regular Council	25-Apr-23	Five-Year Financial Plan and Tax Rates Bylaws	It was moved and seconded THAT Council give first, second and third read to District of Ucluelet 2023–2027 Financial Plan Bylaw No. 1329, 2023.	Update bylaw readings and bring back for Council to consider adoption.	Administration	Complete	
Regular Council	25-Apr-23	Addition of Daycare Centre use to the CS-2 Zone and a Cleanup of Section 403	It was moved and seconded THAT Council, give first and second reading to District of Ucluelet Zoning Amendment Bylaw No. 1326, 2023, and direct staff to give notice for a public hearing.	Give notice and conduct the public hearing.	Planning	Complete	
Regular Council	25-Apr-23	Addition of Daycare Centre use to the CS-2 Zone and a Cleanup of Section 403	It was moved and seconded THAT Council, give first and second reading to District of Ucluelet Zoning Amendment Bylaw No. 1326, 2023, and direct staff to give notice for a public hearing.	Update Bylaw readings.	Administration	Complete	
Regular Council	25-Apr-23	Finance Officer Appointment	It was moved and seconded THAT Council appoint Duane Lawrence as the District of Ucluelet Finance Officer and Collector (of Taxes) effective May 5, 2023 at 6:00 PM.	Prepare Certified Resolution.	Administration	Complete	
Regular Council	25-Apr-23	Temporary Use Permit 23-04 - 250 Main Street	It was moved and seconded THAT Council direct Staff to give notice for public input and draft Temporary Use Permit 23-04 to allow a cannabis sales use at 250 Main Street for a period of three years.	Give notice and bring back permit for Council consideration.	Planning	Complete	
Regular Council	25-Apr-23	Temporary Use Permit 23-04 - 250 Main Street	It was moved and seconded THAT Council direct Staff to give notice for public input and draft Temporary Use Permit 23-04 to allow a cannabis sales use at 250 Main Street for a period of three years.	Draft Temporary Use Permit and bring back for Council consideration.	Planning	Complete	

Regular Council	25-Apr-23	Temporary Use Permit 1341 Eber Road - Neptune Ice	It was moved and seconded THAT Council direct staff to give notice of its intent to consider issuance of Temporary Use Permit 23-08 to allow fish processing and sales in a proposed new 84m 2 building on the Neptune Ice wharf at 1341 Eber Road for a period of three years, while a broader update to the marine industrial zones in Ucluelet proceeds.	Provide notice and bring Temporary Use Permit back for Council consideration.	Planning	Complete	
Regular Council	09-May-23	Five-Year Financial Plan and Tax Rates Bylaws - Adoption	It was moved and seconded THAT Council adopt District of Ucluelet Annual Tax Rates Bylaw No. 1330, 2023.	Sign, file and post bylaws.	Administration	Complete	
Regular Council	09-May-23	Five-Year Financial Plan and Tax Rates Bylaws - Adoption	It was moved and seconded THAT Council adopt District of Ucluelet 2023 – 2027 Financial Plan Bylaw No. 1329, 2023.	Sign, file, and post bylaws.	Administration	Complete	
Regular Council	09-May-23	Rezoning Application 828 Odyssey Lane	It was moved and seconded THAT Council direct Staff to provide a follow-up report on: allowed uses in the Guest House Zone; allowed number of units; and the residency requirement.	Present report to Council.	Planning	Assigned	
Regular Council	09-May-23	Parking Concerns at 1624 Bay Street	It was moved and seconded THAT Council authorize the installation of a speed-reducing raised crosswalk on Bay Street at the entrance of the Edna Bachelor Park.	Install raised crosswalk.	Public Works	Assigned	
Regular Council	09-May-23	Sanitary Lift Station Bypass Contract	It was moved and seconded THAT Council authorize the Mayor and Corporate Officer to execute a contract for \$156,809 plus G.S.T. between the District of Ucluelet and Ridgeline Mechanical Ltd. to complete the Victoria Road Lift Station bypass installation.	Implement bypass.	Public Works	Assigned	
Regular Council	09-May-23	Sanitary Lift Station Bypass Contract	It was moved and seconded THAT Council authorize the Mayor and Corporate Officer to execute a contract for \$156,809 plus G.S.T. between the District of Ucluelet and Ridgeline Mechanical Ltd. to complete the Victoria Road Lift Station bypass installation.	Execute contract.	Public Works	Assigned	

Regular Council	09-May-23	Responsible Conduct Policy	It was moved and seconded THAT Council adopt the Responsible Conduct Policy (Policy No. 1-0530-1) as presented in Staff Report No. 23-64.	Sign, file and post policy.	Administration	Complete	
Regular Council	09-May-23	Food Bank on the Edge Support Request	It was moved and seconded THAT Council direct staff to amend the 2023 to 2027 Five-Year Financial Plan to reflect an allocation of \$150,000 to the Food Bank on the Edge Society	Amend Bylaw.	Finance	Assigned	
Regular Council	09-May-23	Food Bank on the Edge Support Request	It was moved and seconded THAT Council authorize the allocation of \$150,000 to the Food Bank on the Edge Society for the Food Bank building project.	Allocate funds.	Finance	Assigned	
Regular Council	09-May-23	Food Bank on the Edge Support Request	It was moved and seconded THAT Council authorize the development of a lease agreement for a portion of the lands commonly referred to as Tugwell Fields between the District of Ucluelet and the Food Bank on the Edge Society for the future location of the Food Bank building.	Bring back lease agreement, for Council approval.	Administration	Assigned	
Regular Council	09-May-23	Food Bank on the Edge Support Request	It was moved and seconded THAT Council authorize the development of a lease agreement for a portion of the lands commonly referred to as Tugwell Fields between the District of Ucluelet and the Food Bank on the Edge Society for the future location of the Food Bank building.	Notice of disposition, if elector approval is received.	Administration	Assigned	
Regular Council	09-May-23	Food Bank on the Edge Support Request	It was moved and seconded THAT Council authorize the development of a lease agreement for a portion of the lands commonly referred to as Tugwell Fields between the District of Ucluelet and the Food Bank on the Edge Society for the future location of the Food Bank building.	Conduct elector approval process (if required)	Administration	Assigned	
Regular Council	09-May-23	Food Bank on the Edge Support Request	It was moved and seconded THAT Council authorize the development of a lease agreement for a portion of the lands commonly referred to as Tugwell Fields between the District of Ucluelet and the Food Bank on the Edge Society for the future location of the Food Bank building.	Determine if elector approval is required, and if so, commence elector approval process.	Administration	In Progress	Reviewing legislation

Regular Council	09-May-23	Food Bank on the Edge Support Request	It was moved and seconded THAT Council authorize the development of a lease agreement for a portion of the lands commonly referred to as Tugwell Fields between the District of Ucluelet and the Food Bank on the Edge Society for the future location of the Food Bank building.	Draft lease.	Administration	Assigned	
Regular Council	09-May-23	Options for Mobile Vending Regulations	It was moved and seconded THAT Council direct staff to explore options for locating food trucks on public lands in Ucluelet for discussion at a Committee-of-the-Whole meeting (in Fall of 2023 or later).	Present report.	Planning	Assigned	Fall 2023 or winter 2024
Regular Council	09-May-23	Options for Mobile Vending Regulations	It was moved and seconded THAT Council direct staff to draft bylaw and policy changes for improving the regulation and permitting of mobile vendors in the District of Ucluelet, for discussion at a Committee-of-the-Whole meeting (in Fall of 2023 or later).	Draft and present bylaw and policy changes.	Planning	Assigned	Fall 2023 or winter 2024
Regular Council	09-May-23	Options for Mobile Vending Regulations	It was moved and seconded THAT Council direct staff to prioritize developing a Mobile Vending Policy and reviewing the zoning options for future mobile vending uses ahead of processing individual mobile vendor applications.	Develop policy.	Planning	Assigned	Fall 2023 or winter 2024
Regular Council	09-May-23	SD 23-02 Strata Conversion of a Previously Occupied Building, 1015 Peninsula Road	It was moved and seconded THAT Council approve the strata conversion of the previously occupied office building located at 1015 Peninsula Road.	Communicate resolution to applicant.	Planning	Complete	
Regular Council	09-May-23	April 25, 2023, Regular Minutes	It was moved and seconded that the April 25, 2023, Regular Meeting Minutes be adopted as presented.	Sign, file and post minutes.	Administration	Complete	
Special Council	16-May-23	District of Ucluelet Zoning Amendment Bylaw No. 1328, 2023 (1633 Holly Crescent)	It was moved and seconded THAT Council adopt District of Ucluelet Zoning Amendment Bylaw No. 1328, 2023.	Update bylaw readings, sign and file	Administration	Assigned	

Special Council	16-May-23	District of Ucluelet Zoning Amendment Bylaw No. 1326, 2023 (Minor Amendments) - Addition of Daycare Centre use to the CS-2 Zone and a Cleanup of Section 403	It was moved and seconded THAT Council adopt District of Ucluelet Zoning Amendment Bylaw No. 1326, 2023.	Update bylaw readings, sign and file	Administration	Assigned	
Special Council	16-May-23	District of Ucluelet Zoning Amendment Bylaw No. 1327, 2023 (2108 Peninsula Road)	It was moved and seconded THAT Council give adopt District of Ucluelet Zoning Amendment Bylaw No. 1327, 2023.	Update bylaw readings, sign and file	Administration	Assigned	
Special Council	16-May-23	Temporary Use Permit 23-07 (1633 Holly Crescent) - Application Number: TUP23-07	It as moved and seconded THAT Council authorize the Director of Community Planning to execute and issue Temporary Use Permit 23-07 to allow the applicant to operate a Vacation Rental use in the secondary suite of a duplex unit at 1633 Holly Crescent for a period of three years.	Issue Temporary Use Permit 23-07	Planning	Complete	
Special Council	16-May-23	Temporary Use Permit 23-08 (1341 Eber Road) - Application Number: 23-08	It was moved and seconded THAT Council authorize the Director of Community Planning to execute and issue Temporary Use Permit 23-08 to allow fish processing and sales in a proposed new 84m2 building on the Neptune Ice wharf at 1341 Eber Road for a period of three years.	Issue Temporary Use Permit 23-08	Planning	Complete	
Special Council	16-May-23	Temporary Use Permit 22-10 (1295 Eber Road) - Application Number: TUP 22-10	It was moved and seconded THAT Council authorize the Director of Community Planning to execute and issue Temporary Use Permit 22-10 to allow the applicant to operate a Vacation Rental use in the secondary suite of the single-family dwelling at 1295 Eber Road for a period of three years, and administer this use from a lawful non-conforming duplex located on the same property.	Issue Temporary Use Permit 22-10	Planning	Complete	
Special Council	16-May-23	Temporary Use Permit 23-01 (1970 Harbour Crescent) - Application Number: TUP23-01	It was moved and seconded: THAT Council authorize the Director of Community Planning to execute and issue Temporary Use Permit 23-01 to allow a maximum of 18 Recreational Vehicle units to be used as seasonal employee accommodation on the property at 1970 Harbour Crescent; and further,  THAT Council direct staff to advise Ucluelet Harbour Seafoods of Council's desire to see a long-term solution to their worker housing challenges rather than issuing temporary use permits on an ongoing basis.	Issue Temporary Use Permit 23-01	Planning	Complete	

Special Council	16-May-23	Temporary Use Permit 23-04 (250 Main Street) - Application Number: TUP23-04	It was moved and seconded THAT Council direct Staff to authorize the Director of Community Planning to execute and issue Temporary Use Permit 23-04 to allow a cannabis sales use at 250 Main Street for a period of three years.	Issue Temporary Use Permit 23-04	Planning	Complete	
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## Admin Support

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**From:** Info Ucluelet  
**Sent:** May 8, 2023 1:25 PM  
**To:** Joseph Rotenberg  
**Cc:** Duane Lawrence  
**Subject:** FW: CAIA JOINT MEDIA STATEMENT: United in Support for BC Salmon Farmers and Canadian Food Production

Hello,

FYI below- BC Salmon Farmers looking for support.

Regards,



**Kathryn Wallace**  
**Administrative Clerk**

District of Ucluelet  
P.O. Box 999, Ucluelet, B.C.  
Phone: 250-726-7744

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**From:** BC Salmon Farmers Association <michelle+bcsalmonfarmers.ca@ccsend.com>  
**Sent:** Thursday, May 4, 2023 10:59 AM  
**To:** Info Ucluelet <info@ucluelet.ca>  
**Subject:** CAIA JOINT MEDIA STATEMENT: United in Support for BC Salmon Farmers and Canadian Food Production

[External]



# JOINT MEDIA STATEMENT

## United in Support for BC Salmon Farmers and Canadian Food Production

Ottawa, ON, May 4, 2023 - National agricultural and food associations across Canada are united in calling for the federal government to support BC salmon farmers as an integral and growing part of Canadian food production. A [joint letter](#) has been addressed to Prime Minister Justin Trudeau, opposition leaders, various relevant federal ministers and all provincial premiers calling for support.

Federal Fisheries Minister Joyce Murray is very soon expected to present options for the B.C. salmon farm transition framework to the federal cabinet.

Government decisions have shut down 40% of salmon farms in B.C. since 2020, making groceries more expensive for Canadian families, increasing carbon emissions and wiping out jobs that are the lifeblood of rural, coastal and Indigenous communities.

These shutdowns were not based on science but on politics and claims by activists that salmon farms are harming wild salmon, which has been proven false through rigorous peer-review science evaluation processes under the Department of Fisheries and Oceans.

Simply put, we need to grow more food in this country to feed Canadians and the world and continue to grow it better. Grounded in evidence-based policy, it is Canada's obligation to deliver the best, sustainable, high-quality and affordable food to Canadians, while also growing jobs, driving economic growth and supplying this food to the world.

Signatories to the [joint letter](#) include Animal Nutrition Association of Canada, Canadian Aquaculture Industry Alliance, Canadian Aquaculture Suppliers Association, Canadian Federation of Agriculture, Canada Grains Council, Canadian Meat Council,

Canola Council of Canada, Coalition of First Nations for Finfish Stewardship, and CropLife Canada.

**Media Contact**

Sheri Beaulieu

Marketing & Communications Manager

Canadian Aquaculture Industry Alliance

[sheri.beaulieu@aquaculture.ca](mailto:sheri.beaulieu@aquaculture.ca)

**READ THE JOINT LETTER**



BC Salmon Farmers Association | 201 - 911 Island Highway, Campbell River, V9W 2C2 Canada

[Unsubscribe info@ucluelet.ca](mailto:info@ucluelet.ca)

[Update Profile](#) | [Constant Contact Data Notice](#)

Sent by michelle@bcsalmonfarmers.ca in collaboration with



**Joseph Rotenberg**

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**From:** Lahti, Matt <Matt.Lahti@bchydro.com>  
**Sent:** May 30, 2023 4:38 PM  
**Cc:** Olynyk, Ted  
**Subject:** Invitation to Meet with BC Hydro During UBCM Convention  
**Attachments:** BC Hydro UBCM Meeting Request Form.docx

**[External]**

*This email is being sent on behalf of Ted Olynyk*

Dear Mayor and Council,

BC Hydro is once again offering local government officials the opportunity to meet with senior company executives during the week of September 18, at the 2023 UBCM Convention, to discuss an issue of concern facing your community.

As always, we are pleased to meet with you outside of UBCM to discuss and resolve any issues.

If you would like to arrange a meeting, the deadline to submit the attached request form is **Friday, June 30**. Please return the form to Matt Lahti ([matt.lahti@bchydro.com](mailto:matt.lahti@bchydro.com)).

We will provide full meeting details in early September when we confirm the date and time.

If you have any questions, please don't hesitate to reach out.

Sincerely,

---

**Ted Olynyk** | Mgr., Community Relations  
Vancouver Island – Sunshine Coast

**P** 250 755 7180  
**M** 250 618 6267

[bchydro.com](http://bchydro.com)

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# Vancouver Island – Sunshine Coast Community Relations 2022 Annual Report

March 2023

Sunrise in Powell River. Photo courtesy of Greg Williams, North Vancouver Island Design Manager, BC Hydro.

## Active Pass Submarine Cable Replacement Project

Many coastal communities are reliant on submarine cables for their electrical service. About 40% of our power is generated on Vancouver Island, with the remainder supplied by two transmission submarine cable systems crossing the Strait of Georgia. The older of the two systems, built in the 1980s, crosses from the Sunshine Coast, over Texada Island and lands at Qualicum Bay. In 2008, new transmission cables replaced the 1950s cable system between Tsawwassen and Duncan. In addition to those two transmission crossings, over 250 kilometres of distribution submarine cables provide power to islands off Vancouver Island.



A team of specialized crew installing submarine cables in Active Pass.

The Active Pass submarine cable system, between Galiano Island and Mayne Island is a short but significant section of the Gulf Island Loop, a submarine cable system that provides electricity to Salt Spring, Pender, Saturna, Mayne and Galiano Islands. Following years of planning, in April 2022, the Active Pass Submarine Cable Replacement Project concluded with the testing and energization of four new cables. The four new cables, spanning a length of 1680 metres installed in the existing right-of-way between Galiano and Mayne Islands, replaced the three-cable system that existed previously and had reached end-of-life.

In addition to the fourth submarine cable acting as a spare cable for redundancy and load growth, the quality of the new cables surpasses the old ones. They are larger in size to offer greater capacity, heavier to provide greater stability, and more robust for additional corrosion and abrasion resistance, with an expected lifespan of 40–50 years.

Vancouver Island has more trees per kilometre of utility power line than any place else in North America; add to that more than 250 kilometres of submarine cables that connect the Island and smaller islands to the provincial grid and it results in many challenges for our crews and planning engineers. We'll never eliminate outages completely, but with the work we do above and below the water we can lessen the impacts on our customers.

### Powered by Water

BC Hydro provides clean, reliable and affordable electricity to British Columbians. We generate about 98% clean energy for the province, mostly from our hydroelectric resources.

## Message from Chris O’Riley, President & CEO



Hi everyone,

BC Hydro is pleased to share our Community Relations annual report highlighting some of our work in your region. We’re proud to serve communities in all parts of the province.

BC Hydro is one of the largest electric utilities in Canada. We generate and provide electricity to 95 per cent of B.C.’s population and serve approximately five million people. We are powered by water. We have 30 hydroelectric plants, which provide the foundation for our clean, reliable, low-cost power system. This ensures our hydroelectric supply can be used to help B.C. reduce its carbon footprint and mitigate the impacts of climate change both today and for future generations.

Climate change, technological advances, and evolving customer energy needs continue to transform our business. While we navigate these ongoing developments, we have the important responsibility of keeping electricity rates affordable for our customers and funding necessary investments in our system.

Within this report, you’ll find many examples of how we’re working with your communities on a range of initiatives – from regional capital projects and corporate programs, to our Electrification Plan. The plan has us pursuing electrification opportunities in three sectors that account for the most emissions in our province: homes and buildings, transportation, and industry. You can read more at: [bchydro.com/electrificationplan](https://bchydro.com/electrificationplan).

We’ll continue to encourage conservation as it’s an important part of the Province of B.C.’s climate plan. At the same time, we’ll be offering new programs and incentives to help British Columbians make the switch from fossil fuels to clean hydroelectricity to power their homes, vehicles, and businesses. We’ll also help attract new energy-intensive industries to B.C. and offer programs to reduce the time and costs for new customers to get connected to our grid.

We’ll continue working closely with you to support your community. If you have any questions, please reach out to our Community Relations representatives in your region. We’d be pleased to help.

Sincerely,

Chris O’Riley

President & CEO  
BC Hydro

### Quick Facts

#### PROVINCE-WIDE:

Approximately 5 million customers

Electricity is delivered through a network of:

- approximately 80,000 kilometres of transmission and distribution lines
- over 300 substations
- 1 million plus utility poles

#### VANCOUVER ISLAND-SUNSHINE COAST GENERATING CAPACITY

Ash River	<b>28 MW</b>
Clowhom	<b>33 MW</b>
John Hart	<b>136 MW</b>
Jordan River	<b>170 MW</b>
Ladore	<b>47 MW</b>
Puntledge	<b>24 MW</b>
Strathcona	<b>64 MW</b>

MW = megawatt



## Site C update

Located in northeast British Columbia, BC Hydro's Site C Clean Energy Project will be the third dam and hydroelectric generating station on the Peace River.

Construction on the Site C project began in July 2015. The project is more than two-thirds complete and on schedule to have all six generating units fully in-service in 2025.

The Site C powerhouse building structure is finished, the new substation and transmission lines are already in-service and work on the earthfill dam is about 70 per cent complete. Over the next year, work will continue on the earthfill dam to reach the necessary elevation gains in preparation for reservoir filling.

The project hit peak construction in the summer of 2022 with more than 5,000 workers. Nearly 70 per cent of workers are from British Columbia and about 1,000 workers are from the local Peace region.

BC Hydro also continued to deliver on several commitments in the region this year. For example, we continued to provide grants to support non-profit organizations in the Peace region through the Generate Opportunities (GO) Fund. As of fall 2022, 73 projects had received more than \$638,000 since the fund was launched in 2016.

The Site C project plays a key role in British Columbia's plan to electrify its economy by encouraging customers to choose clean electricity powered by water over fossil fuels.

Once the project is up and running, Site C will provide British Columbians with 1,100 megawatts of firm capacity and produce about 5,100 gigawatt hours of clean electricity each year. This is the equivalent amount of energy needed to reliably power about 450,000 homes or 1.7 million electric vehicles per year in British Columbia.

## Our Plan to Electrify B.C.

BC Hydro will be instrumental in building a sustainable economy in B.C. We'll continue to support conservation efforts, while also offering new programs and incentives to help British Columbians make the switch from fossil fuels to clean hydroelectricity to power their homes, businesses, fleets, and vehicles.

We'll also help to attract new energy-intensive industries to B.C. and offer programs to reduce the time and costs for new customers to get connected to our grid.

Our business-to-business website, [choose.bchydro.com](https://choose.bchydro.com), is now live!

The Why Choose B.C.? site was created to promote the Load Attraction Program with businesses and industry – one of the key pillars of our Electrification Plan.

The site is geared towards clean tech and high-tech businesses interested in establishing operations in the province. BC Hydro is offering eligible new customers support and access to favourable industrial rates and funding/incentives for their businesses, as well as support to identify potential industrial sites.

At the same time, we are working with existing customers and municipalities to find capacity and identify suitable industrial sites for these customers. If you have questions about the Load Attraction Program, please contact **Business & Economic Development**.



This aerial view shows Site C's spillways, penstocks, powerhouse and operations building for BC Hydro's third dam along the Peace River.

# Regional Information

## Generating Stations adapt to extreme weather

Weather in British Columbia over the last few years has proven to be unusual, thanks in part to worldwide climate change. In 2021, our province powered through a heat dome, and an atmospheric river with record-breaking rainfall and floods. In 2022, we tackled widespread droughts, affecting water levels in the Lower Mainland and Vancouver Island. However, our teams have proven to be ready for this new normal.

Extended heat and little rain through the summer and fall in 2022 forced us to adjust our operations to reduce impacts on our communities and the environment. We found that while there was adequate water at our larger facilities and we could easily meet the demand for power, inflows into reservoirs at some of our smaller facilities in the Lower Mainland and on Vancouver Island were at near, or record-breaking, low levels.

Our reservoirs play an important role in managing these dry and hot conditions by using storage and planning releases to provide protection to downstream river flows. While the dry conditions have had an impact on our watersheds, several unregulated natural river systems – not related to BC Hydro – have fared worse, with rivers drying up and thousands of fish killed. Last year, the conditions at many South Coast facilities forced our teams to conserve water in order to protect the fish habitats downstream. In anticipation of these conditions, we began holding back water in July and August to ensure that we would have water storage for later summer and early fall salmon spawning.

The most significant impacts on operations occurred at Puntledge and Campbell River on Vancouver Island, as well as Coquitlam and Stave/Ruskin in the Lower Mainland. Campbell River, for example, broke a 53-year-old record for the month of September with the lowest inflows. To help manage water levels on Vancouver Island, we reduced Puntledge River flows by one-third. By adjusting flows proactively and gradually to conserve the water, we manage the risk of running out of storage and having more sudden or severe drops in flow that can have greater environmental risk.

While many of our smaller systems in the Lower Mainland and on Vancouver Island are under some pressure, there are no concerns about continued power delivery, thanks to our province-wide, integrated system. Most of the electricity generated and used in B.C. is produced by larger facilities in the north and southeast of the province – and while inflows in some of those areas are below normal, there is enough water to meet the province's power needs.



Low water levels at Comox Dam and Strathcona Dam last year

Unusual weather patterns related to climate change are expected to continue in the years ahead and we are constantly adapting to these evolving conditions. Our system is designed and operated to perform safely across a wide range of conditions and extreme events. Some of the ways that we have been preparing for climate change impacts, include:

- Continuously working to improve our weather and inflow forecasting. For example, all coastal watersheds can now be forecasted down to the hour, which improves the forecast accuracy for extreme events.
- Expanding our hydroclimate monitoring technology. This includes custom-made solutions that have been designed inhouse, as well as upgrading snow survey stations to automated, real-time snow and climate stations.
- Investing in capital projects – like spillway gate replacements – that will increase resiliency of the system to climate change.

As we power through the next few years, including the risks and uncertainties of climate change, we will continue the work to protect our services and the environment.

## Island Time

When an area is islanded, it is isolated from the rest of the grid and uses local generation that is set up to serve the local load. The system operates with minor variation in frequency, just over or under 60 Hertz, but well within the operating standards.

Islanding happens from time to time and is one of the ways BC Hydro keeps the power on during planned work and power outages. Twice in 2022, we islanded West Coast customers for several days to allow crews to safely replace end-of-life structures on the transmission line near Port Alberni. While islanded, customers in Tofino, Ucluelet, Ahousaht, Salmon Beach, Toquaht Bay and Port Albion were supplied with electricity directly from our Ash River Generating Station, a 28 megawatt (MW) hydroelectric facility located on the north shore of Great Central Lake, near Port Alberni.

A side effect of islanding for customers is that they can experience minor inaccuracy in clocks plugged into electrical power outlets; a loss or gain of about 5 minutes a day until the transmission system is reconnected back into the system. Proving true that time really does slow down on Vancouver Island.



Ash River Generating Station is an important resource that contributes about 6% of BC Hydro's Vancouver Island hydroelectric generation.

## Gas vs Electricity

Not surprisingly, the cost of energy is causing growing concern for British Columbians. Home heat is often one of the biggest household expenses. Recent increases in natural gas prices means it's now cheaper to heat with an electric heat pump than a natural gas furnace and a recent [report](#) finds most British Columbians (56 per cent) aren't aware of this cost difference.

Energy costs are soaring in Europe due to the ongoing war in Ukraine and the cost of natural gas in B.C. is also on the rise – up about 31 per cent since the spring of 2022 – with prices set to go even higher for some customers. Despite a rise in cost, nearly half still think it is more expensive to heat with an electric heat pump than with a natural gas furnace, and many who do not use a heat pump said they would not consider switching – often listing the cost of purchase and installation as a top concern. For the average household in B.C., it is less expensive to heat with an electric heat pump than a natural gas furnace. A natural gas furnace costs around \$731/year to operate, compared to \$642/year for an electric heat pump. Switching to an electric heat pump in B.C. where about 98 per cent of the power is from water, the average household's GHG emissions can be reduced by about two tonnes per year.

BC Hydro offers **up to \$3,000 in rebates** for switching from a fossil fuel based system, which can be combined with provincial and federal rebates for a total savings of up to \$11,000 on cost and installation with some municipalities adding additional rebates on top of that. Up to \$2,000 in rebates are available for customers switching from electric baseboard heating.

## Facetime

It's ironic that the result from a period of forced isolation, our opportunities for engagement with each other have increased. Conference calls have been replaced with virtual meetings and, while not in person, Microsoft Teams or Zoom meetings have proven to still be personal and inclusive.

At the annual UBCM convention, BC Hydro traditionally met with elected officials in-person on important community issues. During the pandemic, meetings at UBCM were still held albeit virtual with us all ensconced in a corner of our house or office. Now a hybrid model and likely a better product has emerged. BC Hydro still holds meetings with elected officials and other stakeholders, but it has become evident that not everyone needs to be in the same room. It is now easier for our senior leaders and subject matter experts with tight schedules to participate with those unable to travel to the meeting location.

The clear result is that we no longer need to wait for the annual UBCM convention to have our subject matter experts and senior leaders meet with municipal leaders. With the pandemic in the rear-view mirror and new technology at our disposal, we can meet throughout the year. Therefore, I invite all local government officials to not wait for the annual UBCM convention to request a meeting with BC Hydro on issues important for your community. Please do not hesitate to contact **Ted Olynyk** or **Karla Louwers** to arrange a meeting.



BC Hydro Executives and Community Relations staff meet with local government representatives at the 2022 UBCM Convention in Whistler.



Site work has begun to prepare the area around the John Hart Dam in Campbell River for the upcoming John Hart Dam Seismic Upgrade Project. The Project includes seismic upgrades to strengthen the dam so it can withstand a severe earthquake. For more information on this project, as well as the Ladore and Strathcona projects, visit [majorprojects.ca](https://majorprojects.ca)

# Supporting Communities

## Trees and Vegetation Management

Our electrical system is complex and highly efficient, with approximately 80,000 kilometres of overhead transmission and distribution power lines throughout the province. Managing trees and plants around these lines is important for safety and service reliability.

B.C. has some of the tallest and fastest-growing trees in North America. Our vegetation management team regularly inspects trees and other tall vegetation growing under or adjacent to our overhead system to identify potential problems.

Tall, diseased or dead trees can fall or grow into power lines, causing electrical outages.

Vegetation management contractors – we employ professional arborists and foresters that follow strict environmental guidelines – prune or remove trees and vegetation in areas where the lines may be impacted. Furthermore, when an area experiences reliability issues, we assess the local distribution lines for potential tree-related causes.

Even with a proactive management program, more than half of all outages in B.C. are caused by adverse weather causing trees and vegetation to come into contact with our system. For more information, please select [bchydro.com/trees](https://bchydro.com/trees).

## Recreation sites

We maintain a wide range of recreation areas as one part of our efforts to balance the province's energy needs with the preservation of the natural environment.

BC Hydro reservoirs make it possible to provide clean energy to the province. Those reservoirs also serve as recreational sites that many people enjoy for things like hiking, boating, camping and swimming. For more information, please select [bchydro.com/recreation](https://bchydro.com/recreation).



A BC Hydro transmission line near Upper Campbell Lake

## Community ReGreening Program

BC Hydro is proud to assist local governments through our Community ReGreening Program which supports the planting of trees and other vegetation that help enhance ecological networks across the province. The program also helps to ensure the right trees are planted near our powerlines.

Our ReGreening grants fund small-scale community planting projects and are open to all municipal and Indigenous Nations' governments within BC Hydro's service area. All applications are accepted through our online form.

The application intake for 2023 grant funding closed on January 31, 2023. All applicants will be notified of funding decisions by email within approximately four to six weeks. For more information, please select [bchydro.com/regreening](https://bchydro.com/regreening). Check back in November for updates on next year's funding cycle.

This past year, successful applications included:

Community	Project	Funding
<a href="#">Campbell River</a>	Lilelana Park Rejuvenation and Nodales Street Tree Replacement	\$7,500
<a href="#">Langford</a>	Willing Pond Enhancement	\$5,525

<b>Courtenay (Comox Valley Regional District)</b>	Seal Bay Park, Bates Entrance Reforestation	\$6,887
<b>Port Hardy</b>	Granville Street Tree Planting	\$4,560
<b>Chemainus (Municipality of North Cowichan)</b>	Kin Beach Park	\$2,974
<b>Texada Island (qathet Regional District)</b>	Texada Island Green Space Beautification	\$7,369
<b>Cumberland</b>	Village Park Tree Planting and Preservation	\$4,875
<b>Victoria</b>	Enhancing Pollinator Habitat at the Welland Orchard	\$1,900
<b>Victoria (District of Saanich)</b>	Cedar Hill Golf Course Planting Phase 2	\$7,500
<b>Courtenay</b>	2022 Tree and Restoration Planting	\$7,200
<b>Victoria (District of Oak Bay)</b>	Midland Road Restoration	\$6,000
<b>Sechelt</b>	Adopt-a-Street Tree	\$7,500
<b>Ladysmith</b>	Kinsmen Park Reforestation	\$3,500
<b>Esquimalt</b>	Esquimalt ReGreening Project	\$7,500

## Decorative Wrap Grant Program

Our Decorative Wrap Grant Program provides financial assistance to municipal governments, regional districts and First Nations communities looking to improve the visual aesthetics of a neighbourhood by installing decorative wraps on BC Hydro-owned pad-mounted equipment boxes.

Eligible applicants can receive grant funding of \$350 or \$700 per unit, depending on the size of the equipment box to be wrapped. The funding amount will be determined by BC Hydro during the application review.

This past year, successful applicants for decorative wraps included:

- Cowichan Valley Regional District
- District of Sechelt

The application closing date for each year is September 30. For more information, please select [bchydro.com/wraps](https://bchydro.com/wraps).

## Graffiti removal

Graffiti vandalism is a crime that affects everyone. BC Hydro prioritizes the removal of graffiti that is socially offensive (e.g. obscenities, racial or religious slurs) as well as graffiti that is located in high-profile or sensitive areas (e.g. adjacent to schools, churches, and community centres).

We rely on the public around B.C. to report graffiti on everything from pad-mounted transformer boxes to our buildings. As an alternative, graffiti removal agreements offer financial support to local governments or community groups to remove graffiti on our behalf. For more information on graffiti removal agreements, please contact your local Community Relations office (see last page of this report).



The Town of Sidney added decorative wraps to BC Hydro equipment in their community.

## Fish & Wildlife Compensation Program

The Fish & Wildlife Compensation Program (FWCP) is a partnership between BC Hydro, the Province of B.C., Fisheries and Oceans Canada, First Nations, and public stakeholders to conserve and enhance fish and wildlife in watersheds impacted by BC Hydro dams.

BC Hydro has water licence obligations in the Columbia and Peace regions and has made voluntary commitments to address the impacts of dams in the Coastal Region. BC Hydro fulfills these obligations through the work of the FWCP.

In 2021–2022, the FWCP’s Coastal Region board approved 13 projects on Vancouver Island and the Sunshine Coast, for nearly \$700,000 in funding.

These projects are improving salmon spawning habitat in the Campbell River, restoring riparian habitat for salmon at a site of cultural significance to the K’omoks First Nation, enhancing western screech-owl habitat, supporting recovery of endangered Vancouver Island marmots, and using eco-cultural restoration techniques in the Puntledge and Campbell River watersheds.

Since 1999, the FWCP has committed more than \$43 million to conserve and enhance fish and wildlife in its Coastal Region. Learn more at [fwcp.ca](http://fwcp.ca).



Wei Wai Kum Nation Guardians use traditional techniques to help restore the Campbell River estuary and its vital habitats. Photo courtesy of: D. Leowinata, Coast Funds

## Grants-in-lieu

We pay net property tax and grant payments to local governments. The grant program is a provincial government initiative and the amounts paid are determined under the current legislation. Listed below are the grants paid to each community in the Vancouver Island – Sunshine Coast region as of December 31, 2022.

Municipality/District	School taxes*	Grants	Other taxes	Total payments
<b>Regional District of Alberni-Clayoquot</b>	0	\$66,673.00	0	\$66,673.00
<b>Village of Alert Bay</b>	\$3,859.66	\$8,595.41	\$1.18	\$12,456.25
<b>City of Campbell River</b>	\$2,749,377.86	\$1,012,332.80	0	\$3,761,710.66
<b>Capital Regional District</b>	0	\$404,807.00	0	\$404,807.00
<b>District of Central Saanich</b>	\$339,757.73	\$277,414.03	\$8,703.10	\$625,874.86
<b>City of Colwood</b>	\$42,764.64	\$147,261.22	0	\$190,025.86
<b>Town of Comox</b>	\$39,610.08	\$118,357.36	0	\$157,967.44
<b>Regional District of Comox Valley</b>	0	\$57,149.00	0	\$57,149.00
<b>City of Courtenay</b>	\$225,661.22	\$443,634.53	\$9,076.08	\$678,371.83
<b>Village of Cumberland</b>	12,096.72	\$35,660.70	0	\$47,757.42
<b>City of Duncan</b>	\$8,853.12	\$58,638.96	0	\$67,492.08
<b>Township of Esquimalt</b>	\$215,858.40	\$313,924.47	0	\$529,782.87
<b>Town of Gibsons</b>	\$67,821.77	\$123,303.03	\$699.42	\$191,824.22
<b>Village of Gold River</b>	\$12,084.00	\$17,634.44	0	\$29,718.44
<b>District of Highlands</b>	\$93,410.59	\$31,906.34	0	\$125,316.93
<b>Town of Ladysmith</b>	\$67,585.01	\$118,721.07	0	\$186,306.08
<b>Village of Lake Cowichan</b>	\$29,278.89	\$37,922.98	\$550.00	\$67,751.87

Municipality/District	School taxes*	Grants	Other taxes	Total payments
City of Langford	\$221,705.79	\$398,883.74	0	\$620,589.53
District of Lantzville	\$106,961.21	\$72,824.62	0	\$179,785.83
District of Metchosin	\$58,939.39	\$59,813.31	0	\$118,752.70
City of Nanaimo	\$830,057.53	\$2,017,091.46	0	\$2,847,148.99
Municipality of North Cowichan	\$902,661.07	\$905,492.07	\$2,101.00	\$1,810,254.14
District of North Saanich	\$123,276.09	\$188,208.51	\$400.00	\$311,884.60
District of Oak Bay	\$37,231.44	\$136,688.52	0	\$173,919.96
City of Parksville	\$42,891.84	\$138,825.53	0	\$181,717.37
City of Port Alberni	\$193,132.97	\$659,768.68	\$136.96	\$853,038.61
Village of Port Alice	\$6,782.35	\$10,481.71	0	\$17,264.06
District of Port Hardy	\$71,491.01	\$94,827.23	\$(0.29)	\$166,317.95
Town of Port McNeill	\$10,048.80	\$42,908.63	0	\$52,957.43
City of Powell River	\$176,946.71	\$203,136.79	\$2,554.00	\$382,637.50
Town of Qualicum Beach	\$119,134.25	\$223,132.26	\$245.00	\$342,511.51
District of Saanich	\$1,137,746.73	\$1,905,594.46	0	\$3,043,341.19
Village of Sayward	\$2,874.72	\$3,832.01	0	\$6,706.73
District of Sechelt	\$69,680.07	\$159,366.23	0	\$229,046.30
Town of Sidney	\$23,411.78	\$123,477.44	0	\$146,889.22
District of Sooke	\$111,018.89	\$161,643.12	0	\$272,662.01
Regional District of Strathcona	0	\$152,399.00	0	\$152,399.00
Regional District of Sunshine Coast	0	\$78,580.00	0	\$78,580.00
Village of Tahsis	\$16,492.75	\$14,861.11	0	\$31,353.86
District of Tofino	\$10,392.24	\$48,943.49	0	\$59,335.73
District of Ucluelet	\$12,325.68	\$39,986.39	0	\$52,312.07
City of Victoria	\$753,641.15	\$1,693,849.55	\$854.86	\$2,448,345.56
Town of View Royal	\$121,851.24	\$154,826.31	0	\$276,677.55
Village of Zeballos	\$2,153.50	\$3,997.04	0	\$6,150.54

\* Local governments collect school taxes which are then forwarded to the provincial government to help fund school districts.

## Community Grants

By supplying electricity to the people and businesses of this province, we provide an essential and important service. But we also believe in doing more than that. We're offering two types of grants to support non-profit organizations and registered charities that are making a difference in their communities. In 2022, we supported over 60 community-based projects across every region of the province.

Our grants are given out in three focus areas: building the STEM workforce of tomorrow, safety education, and developing a clean and sustainable future. When planning for your project, please keep in mind that our grants have set criteria and application deadlines.

To learn more, please select [bchydro.com/grants](https://bchydro.com/grants).

Some of the organizations that we supported in the region this past year included:

Applicant	Project	Community	Grant
<b>Epic Exeo</b>	Beach Cleaning Safety Capacity Enhancement	North Vancouver Island	\$2,000
<b>Discovery Island Emergency Preparedness Association (DIEPA)</b>	Discovery Island Emergency Preparedness Awareness Program	Quadra Island	\$2,500
<b>South Quadra Fire Protection District</b>	Quadra Island Neighbourhood Emergency Response Planning	Quadra Island	\$2,000
<b>Hornby Island Resident's and Ratepayers Association</b>	Reception Centre Upgrades	Hornby Island	\$1,000
<b>Strawberry Isle Marine Research Program</b>	Youth in Marine Sciences Program	Tofino	\$2,000
<b>Nanaimo Area Land Trust</b>	Northfield Marsh Riparian Restoration Project	Nanaimo	\$2,000
<b>Salt Spring Elementary</b>	Solar Pump and Rainwater Collection Project	Salt Spring Island	\$1,000
<b>Saanich Legacy Foundation</b>	Restoration of Kings Road Community Nature Green Space	Greater Victoria	\$1,500



# Reliability Performance

We recognize how important the reliable supply of electricity is to our customers. We'll continue to improve, reinforce and maintain the electrical system.

The information below provides a comparison between Fiscal 2021 and Fiscal 2022 for communities in the Vancouver Island–Sunshine Coast region. These statistics include interruptions due to planned outages.

Community	Fiscal 2022 average customer interruption duration (hours)	Fiscal 2021 average customer interruption duration (hours)	Fiscal 2022 average number of interruptions per customer	Fiscal 2021 average number of interruptions per customer
Campbell River	4.88	3.03	4.37	3.17
Courtenay	3.68	2.68	3.78	3.55
Duncan	2.00	5.13	2.94	3.82
Islands Trust	2.48	3.28	8.73	8.91
Nanaimo	1.00	2.15	1.24	1.10
Parksville	1.85	1.64	1.00	1.70
Port Alberni	1.13	2.16	4.51	2.21
Port Hardy	6.56	7.12	16.37	11.02
Powell River	2.11	2.20	4.56	3.93
Qualicum Beach	1.26	2.01	5.64	4.91
Sechelt	3.13	2.56	9.14	4.83
Victoria	1.36	2.21	1.31	0.71

# BC Hydro Community Relations

At BC Hydro we build strong relationships to support the unique needs and strengths of the communities we serve. Our Community Relations team does this by listening, providing information and working together with communities. Community Relations is the point of contact for local government, media, local business and community groups. Whether it's for regional capital projects, corporate initiatives and programs, local BC Hydro activities, significant planned outages, emergency response or unplanned power outages, we work hard to meet the needs of our stakeholders and ensure communities are kept informed.

## Vancouver Island–Sunshine Coast

If you have questions or comments for us, please contact:

<b>Ted Olynyk</b> Manager, Community Relations Vancouver Island–Sunshine Coast 250 755 7180 <a href="mailto:ted.olynyk@bchydro.com">ted.olynyk@bchydro.com</a>	<b>Karla Louwers</b> Public Affairs Coordinator 250 755 4713 <a href="mailto:karla.louwers@bchydro.com">karla.louwers@bchydro.com</a>	<b>Stephen Watson</b> Stakeholder Engagement Advisor 250 755 4795 <a href="mailto:steve.watson@bchydro.com">steve.watson@bchydro.com</a>
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## BC Hydro Guide for Local Government

Quick access to key information on [bchydro.com](http://bchydro.com)

<b>My Hydro and Energy Savings initiatives</b>	
<b>My Hydro</b> <a href="http://bchydro.com/myhydro/">bchydro.com/myhydro/</a>	Log in to manage your account.
<b>Energy Savings Programs</b> <a href="http://bchydro.com/energysavings">bchydro.com/energysavings</a>	Learn how you can be smart with your power. Take advantage of rebates and programs.
<b>Projects</b>	
<b>Capital Projects</b> <a href="http://bchydro.com/projects">bchydro.com/projects</a>	Learn more about major projects taking place in your region.
<b>Programs</b>	
<b>Decorative Wrap Grant Program</b> <a href="http://bchydro.com/wraps">bchydro.com/wraps</a>	Learn about our program that provides financial assistance to municipal governments looking to install decorative wraps on BC Hydro pad-mounted equipment boxes.
<b>Community ReGreening Program</b> <a href="http://bchydro.com/regreening">bchydro.com/regreening</a>	The regreening program assists municipalities with urban tree planting while helping to make sure appropriate trees are planted around power lines.
<b>Community Giving</b>	
<b>Grants for community groups</b> <a href="http://bchydro.com/grants">bchydro.com/grants</a>	Learn about our grants for community groups and how to apply for them.
<b>Scholarships &amp; Endowments</b> <a href="http://bchydro.com/scholarships">bchydro.com/scholarships</a>	We look to build the next generation of engineers, electricians, and many other key roles who will help us deliver clean energy to our customers. Learn about our scholarships and endowments.
<b>Electric vehicles</b>	
<b>Fast charging stations</b> <a href="http://bchydro.com/ev">bchydro.com/ev</a>	Learn more about how clean and affordable power makes B.C. a great fit for electric vehicles.
<b>Report an outage</b>	
<b>How to report a power outage</b> <a href="http://bchydro.com/outages">bchydro.com/outages</a>	Check the outage map or list to see if we know your power is out. If not, call us at 1 800 BCHYDRO (1 800 224 9376) or *HYDRO (*49376) on your mobile phone to report it.
<b>Report graffiti</b>	
<b>How to report graffiti on our equipment</b> <a href="http://bchydro.com/graffiti">bchydro.com/graffiti</a>	We rely on the public to report graffiti on everything from our pad-mounted transformer boxes to our buildings.







## DISTRICT OF COLDSTREAM

9901 KALAMALKA ROAD, COLDSTREAM, BC V1B 1L6

Phone 250-545-5304 Fax 250-545-4733

Email: [info@coldstream.ca](mailto:info@coldstream.ca) Website: [www.coldstream.ca](http://www.coldstream.ca)

*"Rural Living At Its Best"*

### OFFICE OF THE MAYOR

File: 0410-01

May 9, 2023

Honourable Ravi Kahlon  
Minister of Housing  
Room 248 Parliament Buildings  
Victoria BC V8V 1X4

VIA EMAIL: [ravi.kahlon.MLA@leg.bc.ca](mailto:ravi.kahlon.MLA@leg.bc.ca)

Dear Honourable Kahlon:

**Re: Homes for People Action Plan**

At their Regular meeting held on May 8, 2023, the District of Coldstream passed the following resolution:

*"THAT the Mayor be authorized to send a letter to the Minister of Housing, with copies to the MLA for Vernon-Monashee and all members of the Union of British Columbia Municipalities, regarding the recently announced action plan "Homes for People" and request that the Minister take into consideration the following:*

1. *the diversity and size of communities throughout the province and their unique housing needs;*
2. *the differences between rural and urban communities and their availability of infrastructure; and*
3. *the significant impact on existing local infrastructure capacity to service increased development and density;*

*AND THAT the Minister be further advised that the District of Coldstream is concerned that broad legislative changes may curtail the local planning authority vested in local governments and expressed in their Official Community Plans and Zoning bylaws, for which significant public input has been received and accounted for in these important planning instruments.*

In addition to the points enumerated above, we would also bring to your attention that a large portion of Coldstream is served by septic systems, which are not equipped to manage the type of densification the Homes for People Action Plan contemplates. To provide the appropriate infrastructure would have a considerable financial impact to our residents without guaranteed and predictable funding/grants from the Province.

.../2

A good portion of Coldstream is in the Agricultural Land Reserve (ALR); as such, we have concerns regarding the potential conflict between residential and agricultural land use. We have struggled with this very issue in recent years as have other communities surrounded with rural areas and have experienced development pressure.

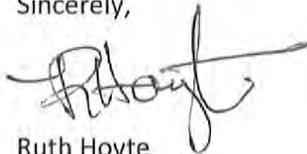
The portion of Coldstream that would be characterized as urban is very much residential and we lack access to local services such as shopping, health care, employment, and transit. These types of services and amenities are located in Vernon, a neighbouring community which acts as a the commercial 'hub' for many of our residents.

The District of Coldstream values and is known for our carefully managed growth which has always respected the wishes of the members of this community. Our Official Community Plan and Zoning Bylaws have been developed with considerable input from the residents. Coldstream is a desirable place to live, farm and enjoy the abundance of natural amenities we are fortunate to have. We have worked diligently to balance the need for a variety of housing types and density with moderate growth while preserving the much sought after rural lifestyle that Coldstream is known for.

Respectfully, we request you consider that there are other communities, just as unique as ours, for which a province-wide, "one-size-fits-all", approach to increasing housing supply may not be in their best interest and may result in communities that no longer resemble the ones that people chose to live in. If the Province targeted support to communities either better suited or desirous of increased density, British Columbians would have the ability to choose the housing type and the community that is the best fit for them.

We thank you for your thoughtful consideration of our concerns on this very important initiative.

Sincerely,



Ruth Hoyte  
Mayor

cc: Council, District of Coldstream (via email)  
MLA Harwinder Sandhu ([Harwinder.sandhu.MLA@leg.bc.ca](mailto:Harwinder.sandhu.MLA@leg.bc.ca))  
Members of the Union of British Columbia Municipalities

# Legislative Reform Initiative: Building the Case

Association of Vancouver Island and Coastal  
Communities Annual Conference

April 14, 2023

9:30 – 11:30

Shaw Auditorium

# Agenda

- 9:30-9:40 Welcome and Introductions
- 9:40-10:00 Legislative Reform Initiative:
- Context and Background
  - Challenges with Local Government Act
  - Actions Taken on This Initiative
  - Themes From Previous Sessions
  - 20 Years of Resolutions: A Quick Review
- 10:00-11:00 Roundtable Discussion: Bring Your Ideas
- 11:00-11:25 Roundtable Discussion: Next Steps
- Option 1: Blue Ribbon Panel
  - Option 2: UBCM Working Group
  - Option 3: Other Ideas
- 11:25-11:30 Conclusion/Wrap Up

# Welcome and Introductions

**Vanessa Craig**, Chair, Regional District of Nanaimo

**John Jack**, Chair, Alberni-Clayoquot Regional District; Member of Council, Huu-ay-aht First Nation

**Tyler Brown**, Vice Chair, Regional District of Nanaimo

**Don Lidstone**, K.C., Managing Partner, Lidstone & Company

# Legislative Reform Initiative: Context and Background

- Community Charter replaced Municipal Act 2003
  - excellent piece of municipal legislation in Canada
- Local Government Act (LGA) created in 1966.
  - Not overhauled in early 2000s as planned
- Comprehensive modernization of LGA has not been done
  - accountabilities of RDs continuing to increase
  - RDs lack tools and authority to meet expanded responsibilities
  - Many aspects of municipal operations that need updating are in the LGA (planning)

## Challenges with Local Government Act

- Limits on legislative authority of regional districts no longer supported by policy rationales
- Demographics/population growth/increased development/sparsely populated areas
- Business licensing, subdivisions, fireworks, parking, tree management
- Is such a distinction between authority of regional districts and municipalities still supportable?
- Revenue generation, models of taxation, funding for services – lack of flexibility in current paradigm

## Challenges with the LGA (continued)

- Establishing services to optimize scale, cost distribution, fair participation
- Urban/rural friction
- Social, political, economic values have shifted significantly since legislation was drafted.

# Actions Taken on this Initiative

- **April 2021** – RDN presented this topic to Chair/CAO Forum for preliminary discussion
- **June 2021** – RDN, Don Lidstone hosted half day session with BC Chairs and CAOs to explore a collaborative effort to modernize the LGA.
- **April 2022** - AVICC convention – RDN, ACRD, Don Lidstone hosted 2-hour workshop with local governments to hear about areas needing reform, and to build support for interjurisdictional collaboration
- **September 2022** - RDN submitted resolution, endorsed by UBCM, proposing that UBCM work with Ministry and local gov't on this initiative
- **September 2022** – RDN and ACRD met with the former Minister of Municipal Affairs Nathan Cullen to discuss moving project forward.
- **March 2023** - Provincial response to RDN 2022 UBCM resolution on legislative reform received:
  - “The current framework mostly works well”
  - RDs can be innovative, creative in targeting issues
  - RDs should work with Ministry for tailored regulations
  - New tools/authorities must be based on a clear analysis
  - Consensus is needed for system-wide change
  - January 2022 “MOU on Local Government Financial Resiliency” (UBCM/Province) establishes a working group to review challenges
- **March 2023** – RDN presented on this initiative to CAO Forum and Chairs/CAOs Forum to gather ideas and specific examples
- **April 2023** - AVICC Convention (Nanaimo), RDN, ACRD and Don Lidstone hosting another panel session, building on ideas from last year’s AVICC workshop and seeking guidance on how to move this project forward.

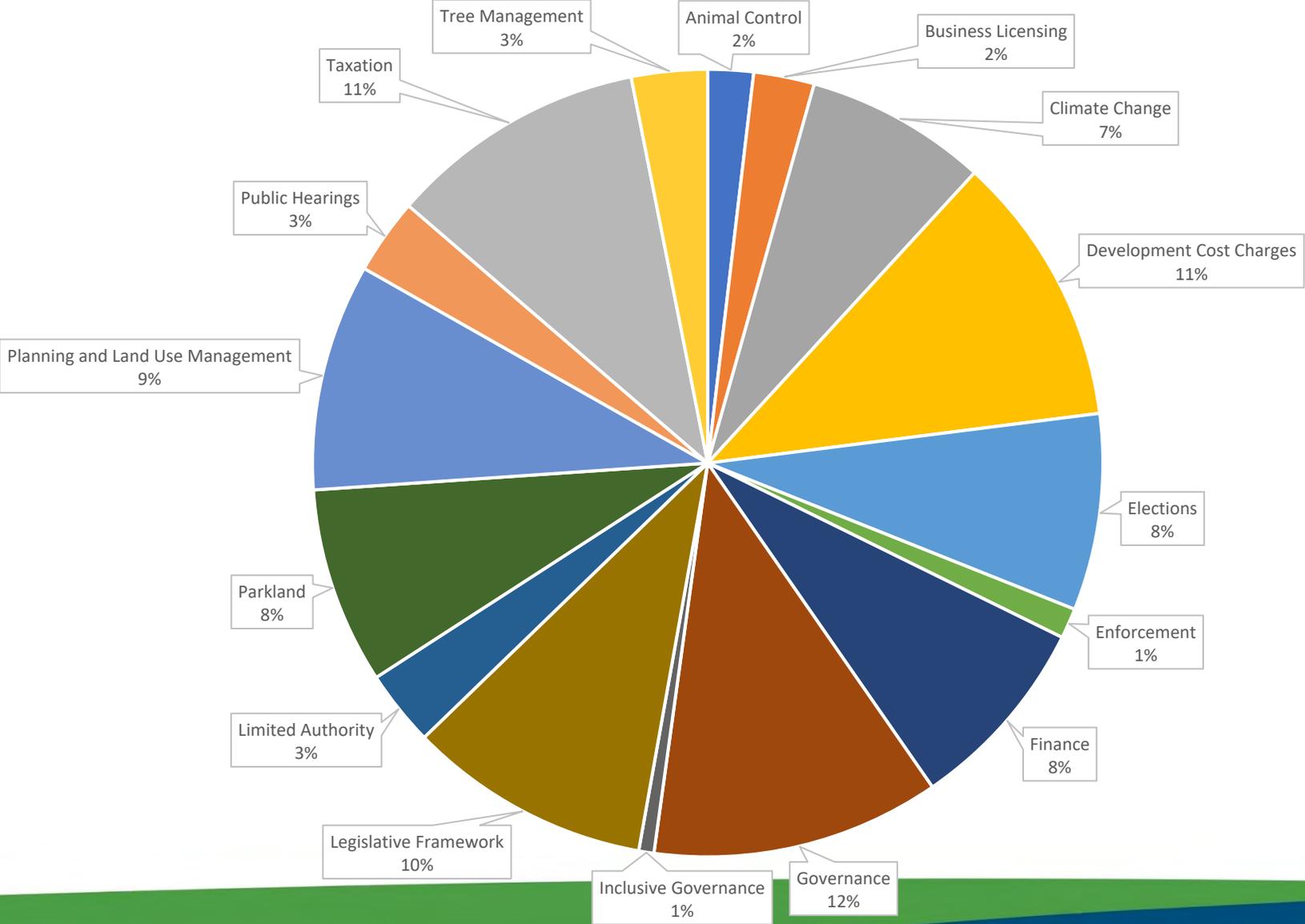
# Themes from Previous Sessions and Discussions

- First Nations must be invited to be part of modernizing exercise
- UBCM involvement in this initiative is of great value
- A new legislative scheme should contemplate seven generations into the future; establish a framework responsive to future societal changes
- “Be careful what you wish for”: More authority requires more resources
- Ensure core task of modernizing legislation is not sidetracked by other issues
- RDs need more flexibility with revenue sources.
- Municipalities have authority to use fees to shape behaviour.
- Community amenity contributions should be addressed as part of this initiative
- Consultation with Boards, First Nations, stakeholders, developers, owners, citizens, Province is key
- MFA could be part of a “blue ribbon panel” or a separate technical advisory group

# 20 Years of Resolutions: A Quick Review

- From 2003 to 2022, 161 endorsed resolutions mentioning amending the Local Government Act. 34% were sponsored by regional districts. The rest are from municipalities.
- An additional 71 resolutions requesting an LGA amendment were submitted to UBCM for consideration and were either not endorsed or not admitted for debate.
- Of the 161 endorsed resolutions, 3 have called specifically for modernization of the LGA and one has called for the creation of a Regional District Charter.
- The 5 most common themes are:
  - Governance
  - Development Cost Charges
  - Taxation
  - Legislative framework
  - Planning and land use management

# Resolutions At a Glance



# Objective of Today's Session

- Confirm support for the legislative reform initiative and continue the momentum
- Gather stories and specific examples to build the case
- Determine best process to move forward
  - Concrete, clear, achievable next steps

# Roundtable Discussion: Bring Your Ideas

1. What opportunities have been missed by operating with the dated Local Government Act?
2. What specific challenges do you contend with that could be addressed or alleviated with a refreshed legislative scheme?
3. What needs to be fixed to enable you to be more responsive to today's issues in the work of your local government?
4. What opportunities to 'level the playing field' between municipal and rural jurisdictions have been missed or minimized with the current legislative framework?
5. What are the next steps to keep this project moving forward?

# Roundtable Discussion: Next Steps

- How do we keep this project moving?
- What process would be the most effective?
- What are some specific, achievable next steps?

# A Refresher: Process Proposed at June 2021 Session and April 2022 AVICC Workshop

## Option 1 - Blue Ribbon Panel (model proposed in 2021)

- Develop a “blue ribbon panel” of elected officials and administrators to do a wide-ranging consultation with local government and stakeholders and propose solutions. The Panel would report to a “parliament” of elected officials/CAOs. First Nations would be invited to be partners in the process.
- The goal would be to produce a draft Regional District Charter and establish buy-in from the Premier and Minister.
- Legislative counsel would ultimately present a draft bill to the Legislative Assembly.

# Next Steps (continued)

## Option 2: UBCM Working Group

As an alternative to the “Blue Ribbon Panel”, UBCM could manage this initiative and establish a task force or working group to oversee the legislative review process:

- Working group comprised of Regional District Chairs, CAOs and members of UBCM Executive and staff
- Undertake research and policy work on the framework and approach to reviewing and modernizing the LGA
- Report back to UBCM membership in 2024

# Summary of Options

- Option 1: Blue Ribbon Panel
- Option 2: UBCM Working Group
- Option 3 – Other ideas?

# Conclusion and Wrap Up

- RDN staff will follow up with a “What We Heard” document
- Local governments please continue to send in your ideas and examples of areas where legislative reform is needed.

Thank you!



## LEGISLATIVE REFORM INITIATIVE: BUILDING THE CASE AVICC AGM and ANNUAL CONVENTION, April 14, 2023

### Summary of Session and What We Heard

#### SUMMARY OF SESSION

On April 14, 2023, the Regional District of Nanaimo, Alberni-Clayoquot Regional District, and Don Lidstone, Q.C., hosted an interactive, discussion-based session on the legislative reform initiative. The session was intended for municipal officials as well as regional district officials, since many aspects of municipal operations are contained in the *Local Government Act*.

Concerns with this dated legislation include restrictions on taxation and revenue sources, complexities in establishing services, and the lack of provisions in comparison with Section 8 of the *Community Charter* which gives municipalities powers to regulate, prohibit, and impose requirements by bylaw without provincial approval or establishing bylaws. Regional districts are limited in their legislative authority in comparison with municipalities in several key areas such as business licensing authority, subdivision approval, regulation of fireworks discharge, parking enforcement, tree management, and taxation and funding models. Further, social, political and economic environments that local governments operate within continue to evolve in areas such as climate change, environmental stewardship and a recognition of the importance of First Nations' participation in regional governance. These realities should be reflected in a modernized legislative framework.

This interactive panel session followed a similar workshop at the 2022 AVICC Convention in Victoria. The goals of the April 14, 2023 session were:

- to confirm support for the legislative reform initiative and continue the momentum from the 2022 AVICC workshop and the 2023 CAO and Chair/CAO Forums
- to gather an inventory of specific examples of areas of the *Local Government Act* that need refreshing and modernizing
- to determine the best process for moving this project forward

Over 100 delegates attended the session, indicating a broad interest in this evolving topic. Below is a summary of what we heard during the discussion.

#### WHAT WE HEARD

##### SPECIFIC EXAMPLES OF AREAS OF CONCERN

*\*for other themes and examples of areas of concern, please refer to the 2023 panel session slides, included with this package*

##### Services:

- Collection of development cost charges for police and fire stations
- Recreation facilities unable to meet demands of growing communities

- Subdivision approval
- Road issues especially in rural areas
- Need for regional transportation plan from the Ministry of Transportation and Infrastructure, not just piecemeal solutions
- Business licensing

#### Financial reform:

- Electoral areas' inability to spend money on services in the way municipalities can
- Constraints in relation to funding silos
- Regional districts relying heavily on partnerships to provide affordable services
- Limited financial resources spent on studies or reports that do not move forward

#### Governance:

- Need to address inclusive regional governance with First Nations
- Preservation of way of life for First Nations and rural communities
- Need more tools available and local decision-making power to preserve community identity and qualities ("when the 'best' solution is to incorporate, we know we need more tools")
- Regional districts are not represented on municipal councils, but municipalities are represented on regional district boards
- Imbalance on regional district boards between municipalities and often remote electoral areas
- If no central hub with adjacent rural areas around it, it is hard to lead. Need to create a structure where provincial goals can be met
- Citizen distrust in local government

### SUGGESTED STRATEGIES FOR RAISING AWARENESS

#### Raise public and elected official awareness on need for legislative reform:

- We need unity: agree on a need for change
- At the same time, we know that not all regional districts want change
- Appreciate that views and challenges are diverse across the province; capacity is an issue for First Nations and local governments
- Citizens and many local government elected officials are unaware of the inequities stemming from outdated provisions in the *Local Government Act*
- Find as many ways as possible to maintain political pressure on province and put the initiative on the provincial agenda
- Ensure we don't let small solutions and small-scale tweaking of the legislation distract from the larger work of a holistic legislative modernization and review

#### Make it concrete:

- Must identify specific, concrete, local community issues to build support and create ongoing grassroots pressure on local politicians
- The story we tell cannot be vague
- We need to connect problems with barriers

- Newly elected officials need time to understand the specific barriers
- Identify the things that work in the *Local Government Act* and the things that don't
- We are not starting from scratch
- Planning and land use issues should not be included in this initiative

#### Align legislative reform with ministerial mandates:

- Connect the issues to the mandates of relevant ministries to demonstrate how legislative reform will assist them in meeting their commitments to the public and will align with provincial priorities.

#### Demonstrate how legislative reform could benefit ministries:

- Show how resolving the legislative issues could help reduce the administrative burden on relevant ministries
- This will alleviate their workload and resourcing concerns
- Encourage provincial participation in the initiative
- Capitalize on existing opportunities: for example, it is a ministerial mandate to reform local government finance. As well, inclusive governance work is part of the Province's Action Plan under the *Declaration of the Rights of Indigenous People's Act*
- We should use reconciliation as a springboard
- Find ways to link and connect these opportunities with the legislative reform initiative

#### PROPOSED PROCESS FOR MOVING FORWARD

#### Work through UBCM as most effective avenue to achieve progress on this project:

- UBCM is the best avenue. UBCM Executive could form a working group comprised of representatives from First Nations, municipalities, regional districts, UBCM, and ministerial staff
- Every regional district and First Nation is different with different views and challenges
- Capacity and resourcing (financial and staff time) are huge challenges for moving this project forward. Project involves research, data collection, collaboration, consultation, drafting

#### NEXT STEPS

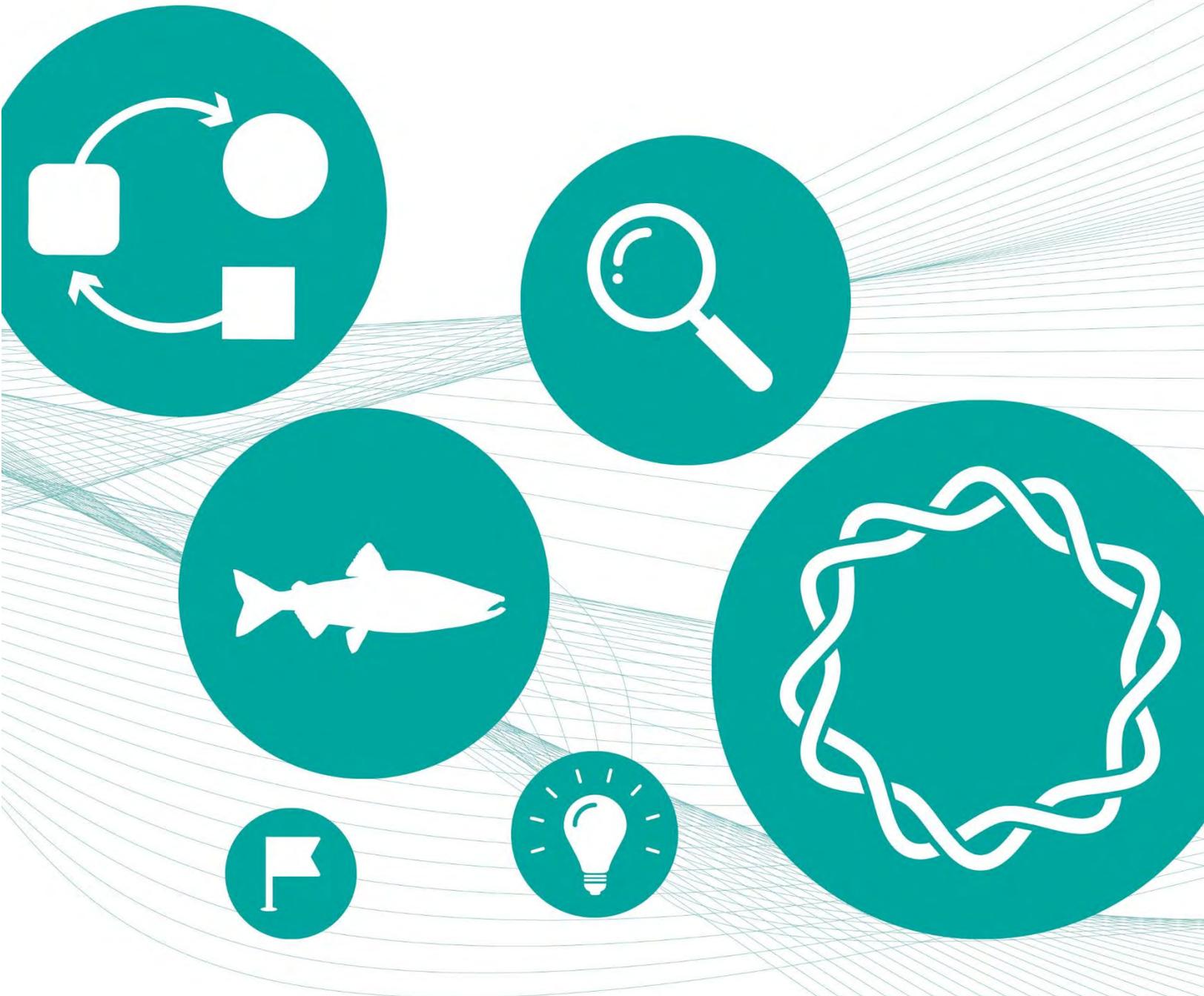
##### Options include:

- RDN and ACRD propose a third interactive session for the September 2023 UBCM AGM and Convention. Goals of this session would be:
  - To determine interest in creating a UBCM working group to shepherd the legislative reform initiative and how this group should be structured
  - To solidify the process and timeline for advancing the initiative
  - To create a list of priorities to be addressed
- Submit resolution for September 2023 UBCM AGM and Convention calling on UBCM Executive to form working group on legislative reform, comprised of representatives from municipalities, regional districts, First Nations, UBCM, and ministerial staff



# Pacific Aquaculture Transition – What We Heard Report Phase 1 and 2

Pacific Region | May 2023



Fisheries and Oceans  
Canada

Pêches et Océans  
Canada

## EXECUTIVE SUMMARY

On July 29, 2022, the Minister of Fisheries, Oceans and the Canadian Coast Guard and her Department released a [Discussion Framework](#) to guide engagement on the development of an Open-Net Pen Transition Plan. The Discussion Framework proposed four main objectives for the Transition Plan. During the engagement process, Canadians have shared a variety of views about these proposals. The purpose of this What We Heard report is to provide parties with an opportunity to learn about and respond to feedback the Department has received during Phases 1 and 2 of engagement. In particular, given the diversity of ideas and perspectives which First Nations and stakeholders have expressed during consultations, it is important that the Department understand what specific concerns and other considerations should be taken into account when considering the wide variety of perspectives and options which relate to the possible outcomes and timelines of a Transition Plan. Below is a summary of what we heard for each objective:

**Transition from open-net pen salmon aquaculture:** Some participants advocated for the immediate removal of marine salmon aquaculture, while some supported a performance and outcomes-based transition focused on the goal of minimizing or eliminating interactions between wild and cultured fish. Some expressed preference for a rapid transition while others felt the timing should align with the availability of alternate production methods. Some feedback was focused on specific technologies, while other input targeted results. Participants sought clarity from the Department on both the specific objectives of the transition, and on the timelines associated with meeting the objectives.

**Trust and transparency:** Participants in engagement sessions highlighted the key importance of improving trust and transparency. Many participants expressed frustration that the Government of Canada was not playing more of a lead role in effectively communicating its overall conclusions related to the science of aquaculture, while many other First Nations and stakeholders articulated a distrust of DFO science and concerns related to potential conflicts of interest. Specific suggestions included: the establishment of an independent science review process; an increase in third-party monitoring and reporting; greater transparency in decision-making, and the enhancement of communication related to science and management objectives and performance.

**Reconciliation and Indigenous partnerships:** Participants noted the complexity and importance of potential impacts to Aboriginal rights and title and self-determination. A number of First Nations with aquaculture in their territories expressed strong support for the open-net pen aquaculture sector, and urged the Government of Canada to respect their Indigenous right to determine whether or not the conduct of aquaculture should take place in their territory, and upon what terms. These Nations argued that the impacts of closing this industry would be catastrophic on their communities, and urged the Government of Canada to conduct further economic assessments and to engage in meaningful consultations to develop plans more specific to, and respectful of, individual communities. Most First Nations either directly or indirectly indicated their opposition to marine-based open-net pens and advocated for

immediate removal of open-net pens as an action required to address their concerns that open-net pen aquaculture poses a threat to wild salmon. All participants expressed support for enhanced First Nations' engagement and participation in the management of aquaculture, including through collaborative planning and decision-making. Participants also expressed broad support for the incorporation of Indigenous-led science into aquaculture management and the science review process.

**Growth in B.C. sustainable aquaculture innovation:** Participants generally voiced support for innovation in aquaculture in B.C., and generally supported the vision of B.C. being a world leader in the development and adoption of next generation sustainable aquaculture technology. Participants showed broad support for the adoption of technologies that would minimize or eliminate environmental impact, but there were differing views on the types, timelines, and feasibility of different innovations. Many participants supported the establishment of a Centre of Expertise for aquaculture innovation, with a potential area of focus being First Nation-led science and management. Some participants expressed a desire for a whole-of-government approach to attract investment and advance innovation and development of new alternative aquaculture production systems. Other participants did not support the use of technology that is not proven to completely separate all cultured fish, including water and waste, from wild fish and fish habitat. Views on transitions to other types of aquaculture (e.g. marine plant, land-based, and shellfish) were generally supported, but not generally seen as a realistic replacement for the open-net pen aquaculture industry in coastal communities.

## INTRODUCTION

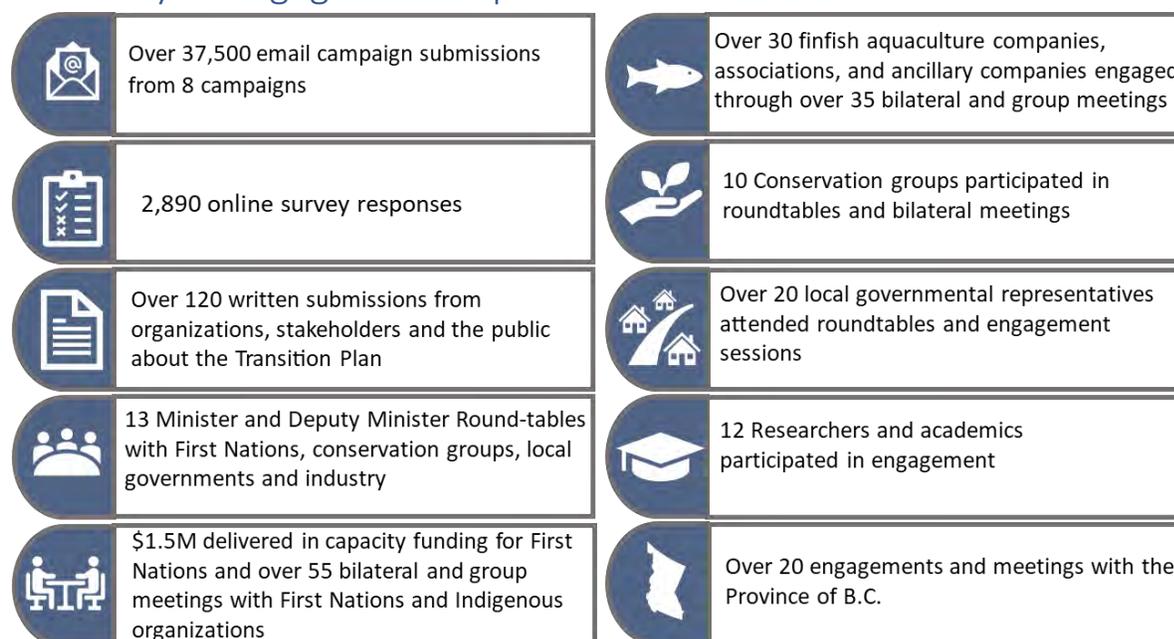
### Engagement on a new framework for sustainable aquaculture in British Columbia

The Minister of Fisheries, Oceans and the Canadian Coast Guard has a mandate from the Prime Minister of Canada to continue to work with the Province of British Columbia (B.C.) and Indigenous communities **on a responsible plan to transition from open-net pen salmon farming in coastal B.C. waters by 2025**. On July 29, 2022, the Minister and her Department released a [Discussion Framework](#) to guide engagement on the development of an Open-Net Pen Transition Plan (the Transition Plan, the Plan).

The purpose of this What We Heard report is to provide parties with an opportunity to learn about and respond to feedback the Department has received during Phases 1 and 2 of engagement. In particular, given the diversity of ideas and perspectives presented in this report, the Department wants to learn what specific concerns and other considerations should be taken into account when considering these different proposals. Extensive engagement has taken place with First Nations, marine finfish industry, ancillary and land-based aquaculture industries, local governments, environmental groups, researchers and academics, the general public, and other parties on the development of a Transition Plan.

Additional engagement with First Nations and key stakeholders is planned following the release of this What We Heard summary report.

### Summary of engagement in phases 1 and 2



## WHAT WE HEARD

The following section provides an overview of feedback related to the four objectives outlined in the Discussion Framework:

- Transition from open-net pen salmon aquaculture
- Trust and transparency
- Reconciliation and Indigenous partnerships
- Growth in B.C. sustainable aquaculture innovation

This high-level overview provides a summary of ideas and perspectives raised during engagement including through meetings, written submissions, and an online survey. In the interest of brevity, this report does not include all detailed views and feedback shared. This does not imply that there is consensus among participants. All views and feedback received will be considered in the development of a final Transition Plan. Additional detail is provided in **Annex A: What We Heard by Engagement Group**; **Annex B: Summary of Survey Findings**; and **Annex C: Proposed Metrics to Measure Success**.

### Transition from open-net pen salmon aquaculture

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For the existing marine-based salmon aquaculture industry, the Discussion Framework aims to create a regulatory climate which will incent adoption of alternative production technology and tools with the goal of progressively minimizing or eliminating interactions between cultured and wild salmon. We heard perspectives on:

- Protection of wild Pacific salmon
  - Minimizing or eliminating interactions between cultured and wild salmon
  - Mitigating impacts
- 

#### Protection of wild Pacific salmon

Wild Pacific salmon have significant cultural, social, and ecological importance to First Nations and British Columbians, however, they are in serious, long-term decline and there is urgency to take bold action. All participants agreed on the importance of protecting wild salmon but there were differing views on the level of risk posed by open-net pen salmon aquaculture, and the resulting likelihood of potential impacts of salmon aquaculture on wild salmon populations. Some participants felt strongly that on balance, science clearly indicates that aquaculture has had significant negative impacts on wild salmon populations, while others expressed that when analysed as a whole, the body of science available today does not support the concern that that salmon aquaculture is having a quantifiable impact on wild salmon populations. Participants agreed on the importance of risk-based decision-making, however, some indicated that any risk to wild salmon is unacceptable while others supported risk-analysis at the population level. Widely differing views related to risk tolerance among participants

led to a wide range of perspectives on the recommended outcomes and timelines required for a successful Transition Plan.

Many First Nations stated that open-net pen aquaculture in B.C. has had population-level impacts on wild salmon. These First Nations asserted that the current regulatory approach impacts their constitutional rights related to food, social, and ceremonial fishing as well as in some cases commercial fishing for salmon. They asserted their right to provide input to decisions on aquaculture because wild salmon, upon which they rely, migrate past open-net pens. In most cases these First Nations also articulated a distrust in DFO Science and shared the perspective that risk assessments have not accurately reflected the negative impacts of open-net pen salmon aquaculture. While these First Nations support an objective to reduce risk associated with aquaculture, in most cases they were of the view that the only solution is an outcome based on a requirement for all open-net pens to be out of the water within a short time frame.

### **Minimize or eliminate interaction between cultured and wild salmon**

Participants who felt strongly that science indicates that open-net pen aquaculture poses risks to wild salmon were more likely to support a near-term (e.g. by 2025, or as soon as possible) removal date for all open-net pen aquaculture operations. Others viewed a transition that did not allow reasonable time for industry to adapt and innovate to meet new requirements as an unjustified, arbitrary, and highly disruptive approach, inconsistent with DFO scientific risk assessments.

Some participants suggested that the Department remove all open-net pens from the water and focus the transition on the adoption of new technology and production methods as they become commercially available and on worker/community economic supports. They suggested the focus would be on supporting the development and adoption of new available production methods or community and worker transitions as quickly as possible and requiring industry to evolve in order to continue to operate in B.C.

Another model suggested by participants was a sequenced, structured approach focused on the urgent removal of open-net pens from known wild salmon migration routes and the future potential removal of sites in sequence based on priority from a migratory route perspective. Participants suggested that this could be modeled on the Broughton Aquaculture Transition Initiative, incorporating lessons learned. In some cases this was proposed as a structured removal; others proposed multiple decision points with the ability of First Nations to decide whether or not aquaculture would continue in their core territory.

Some participants supported the adoption of incremental performance targets and the development of key performance milestones (e.g. pest and pathogen transmission) that would become increasingly more stringent and would be tracked. They stated that this would allow a transparent approach to assess the progress in progressively minimizing or eliminating interactions, and could provide time for industry to adopt new technology in response to increasing performance standards.

As for an outcome based approach, participants highlighted that a very restrictive outcome (no open-net pens) in a short timeline (5-10 years) would not allow the existing industry any opportunity to adapt, and would result in significant dislocation as the current marine finfish industry would phase out

operations in B.C. They noted that in a scenario where there was either a more flexible outcome (metrics which continued to push performance standards) and a longer timeframe (10 years or more), significant investment by industry would be essential to push innovation and the evolution of technology.

Participants noted that in addition to Atlantic salmon aquaculture, there are other forms of finfish aquaculture in British Columbia, including Chinook salmon and sablefish. They recommended that the transition plan take into account the unique aspects of cultivating these different species and be clear what implications, if any, the plan would have for culture of these species.

Many First Nations asked the Government of Canada to defer decision-making to First Nations for activities within their core territory. In this scenario, it was noted that First Nations would decide whether or not they wanted to pursue partnerships with industry, and that First Nations would work together and with industry, federal and provincial governments, and others in identifying plans to balance a support for industry with environmental and wild salmon monitoring and protections.

### **Mitigating impacts**

Participants noted that moving to progressively minimize or eliminate interactions between wild and cultured salmon would create significant disruption to the aquaculture industry, First Nations with aquaculture in their territories, and coastal communities in B.C. They noted that specific impacts, however, would largely depend on the stated outcomes and the timeline adopted in the Transition Plan.

A number of participants spoke to the commercial viability of various innovative alternative production methods, expressing differing opinions about how long it would take for these technologies to become commercially available or to be deployed. Some note that technology to support a full transition to land or marine-based closed containment aquaculture is currently in a research and development phase, while others pointed to innovation happening quickly. Participants noted that within B.C., one of the challenges to innovation is that adoption of new technologies will be highly reliant on the stability of current supply-chains and ancillary services. It was expressed that these services are under severe stress from current reductions in production within the province and should they close as a result of impacts on the open-net pen industry, they would be difficult to reestablish within B.C. As well, a number of participants voiced concern that it is unlikely that a future land-based or marine closed containment aquaculture industry would replace the scale of economic benefits and jobs provided by open-net pen salmon aquaculture, and such an industry would likely be focused on specific geographic areas with the characteristics required for its success (e.g. available power, water, etc.).

With respect to an outcomes based approach, a number of stakeholders provided feedback that a very restrictive outcome (no open-net pens) in a short timeline (5-10 years) would not allow the existing industry an opportunity to adapt and would result in significant dislocation as the current marine finfish industry would phase out operations in B.C. Stakeholders noted that in a scenario where there was either a more flexible outcome (metrics focused on increasingly stringent performance standards) and a longer timeframe (10 years or more), significant investment by industry would be essential to push innovation and the evolution of technology.

Many First Nations on the B.C. coast have also provided feedback to the Department stating that they are actively engaged in partnerships with the aquaculture industry and in many cases have local economies highly integrated with the marine finfish aquaculture activities. This includes many Indigenous-owned businesses which are heavily or exclusively reliant on the aquaculture industry. They stated that today's agreements between First Nations and industry are comprehensive and tied to community self-determination and economic self-reliance. Many First Nations told the Department in consultations that a Transition Plan which aims to progressively minimize or eliminate interactions in a manner that creates significant disruption to industry would also have a negative impact on Aboriginal rights and title, which would have devastating social impacts to affected communities.

Many First Nations and other participants expressed that a rapid transition could result in hundreds of millions of dollars in loss of economic opportunities and jobs, which could lead to local economic crises as well as employment and health consequences in rural and remote coastal communities. These First Nations urged the Department to undertake a comprehensive analysis of the impacts of various decisions at the First Nation level, and meaningful consultation with respect to these impacts prior to a decision being made. It was highlighted by participants that mitigation of these impacts could require considerable economic supports for First Nations, communities, and workers to ensure a transition to other economic opportunities and that a solution should not be "one size fits all".

Participants and local governments expressed concern that smaller coastal communities and Indigenous communities with economies heavily integrated into the aquaculture sector would face significant negative impacts should the Plan advocate for a fast transition from current technologies. Some of these participants noted that a shorter transition could necessitate community supports, whereas a longer-term transition would allow communities and industry to transition to alternative production technologies, alternative species, or other economic opportunities. Some coastal communities most directly affected by the Transition Plan also urged a less rushed process of consultation and engagement with impacted communities and First Nations and noted that with the potential for long term very large impacts on local workers and economies, there could be a significant requirement for economic supports for these communities..

Many participants in Phases 1 and 2 of the engagement process noted that potential impacts associated with various possible outcomes and timeframes of a Transition Plan are broad and deep, and require a response centered on a whole-of-government approach. In general, all participants urged the Government of Canada to look at these issues in a holistic manner, to make clear and rational decisions based on sound science, and to consider the broad implications related to the direction taken in the Transition Plan. Some participants noted that a long-term vision and strategy would create certainty and promote stability (from an economic, regulatory, and good governance perspective), and that setting clear regulatory expectations would provide industry, First Nations, and investors with guidance on elements such as location of business development, technologies to be used, etc. They stated that a whole-of government approach for attracting investments into the future would provide industry with certainty of operations. Some participants noted a Centre of Expertise for aquaculture innovation could foster collaboration and innovation which could further attract investment. Feedback included the view that use of developmental/longer licences is a key factor in establishing a stable regulatory environment if the plan is seeking to have industry invest in new technologies.

## Trust and transparency

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The Discussion Framework identified a need to improve trust and transparency in processes which assess and respond to new scientific information and demonstrate clear and quantifiable improvement in sustainable performance, to ensure Canadians have confidence in the management of aquaculture.

We heard perspectives on:

- Monitoring and reporting
  - Indigenous guardian programs
  - Independent science review
  - Improved communication
- 

### **Monitoring and reporting**

Many of those who participated in engagement supported an increase in monitoring and enhanced oversight of the aquaculture industry to further validate industry reporting. Some participants noted that there is not easy to find and understandable information available to the public on existing monitoring, auditing, and enforcement. Some participants expressed that data collected through monitoring should be made public in a standardized and understandable way, and datasets should be available in usable formats in a timely manner if requested for scientific analysis. In addition to enhanced government monitoring and oversight, some participants advocated for the use of ‘independent’ monitors, to verify government’s monitoring of industry. Some organizations, particularly conservation organizations, stated that their lack of trust in DFO caused them to question the intentions of integrity of the Department’s reporting. Industry representatives questioned why the Department is not more assertive in the public domain to defend their monitoring, audit and enforcement practices, which they believe are some of the most stringent in the world and should be communicated more proactively in the public domain.

### **Indigenous guardian programs**

Many participants stated that Indigenous guardian programs, where First Nations provide regulatory oversight and monitoring of aquaculture activities, are helpful in increasing trust and transparency. It was noted that this was not necessarily a “one size fits all” solution and formal guardian programs were not the only way to achieve hands on Indigenous engagement or to build trust. Almost all participants in the engagement sessions supported enhanced Indigenous monitoring, although some participants stressed the additional need for ‘independent’ monitors/ guardians.

### **Independent science review**

The Canadian Science Advisory Secretariat (CSAS) coordinates the scientific peer review and science advice for Fisheries and Oceans Canada and publishes departmental scientific advice and information on issues, including aquaculture. Concern was expressed by some participants about a lack of the integrity of the CSAS process, while others expressed concern that the Department is making decisions inconsistent with its own science advice.

Some participants acknowledged the importance of CSAS, or the concept of an independent peer review process, while others expressed concerns that CSAS processes are subject to conflicts of interest, participant bias, and a lack of adherence to proper risk assessment or application of the precautionary principle. Concerns were raised that departmental science is not inclusive of wider scientific community research, cumulative effects assessment, or Indigenous science and knowledge. Some participants pointed to the recent testimony at the Standing Committee on Fisheries and Oceans, in which a number of concerns were raised related to aquaculture science processes.

Recommendations for improving the current science review process ranged from the option of working through the existing CSAS processes to ensure outstanding concerns were addressed, to a call to establish of an independent aquaculture science advice board for the Department. Some participants provided examples of external science review processes successfully used in other scenarios, and suggestions included options which ranged from the engagement of more academics, to the identification of possible bias (where these experts receive funding from - with the option to exclude those who receive funding from a source which may be considered biased), to science reviews by the Province of B.C., or the selection of 'independent' scientists to form a review panel. Participants also proposed that Indigenous-led science be more explicitly included in science processes. In some cases it was recommended that oversight could be provided through appointment of an external or arms-length aquaculture Science Advisor for Pacific Region.

### **Improved communication**

Some participants expressed the view that the Department does not effectively share data nor effectively communicate the scientific research it conducts. Some participants felt that the language used in the Discussion Framework and other documents was vague or unclear, and made it difficult for First Nations, the public and stakeholders to understand information on aquaculture transition.

Some participants indicated that availability of raw datasets in a more usable format (i.e. downloadable to analysis software) would be helpful to those outside the Department. In some cases they expressed that they did not find the format of the open data currently published by the Department useful. Additionally, there was an expectation expressed that the Department should make publicly available all of the raw data used in research or CSAS processes so that external scientists can validate the work of the Department.

To improve communication, participants suggested that science information be provided in plain language that is accessible to all Canadians and that a departmental communications plan be established to focus on communicating aquaculture science information to the public. Some participants felt that the Government's communications on aquaculture management needed to provide better and more relevant information to help the public understand how well the industry was performing, and what type of impacts the sector was having on the marine environment and on wild salmon populations.

## Reconciliation and Indigenous partnerships

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The Discussion Framework supports enhanced First Nations' engagement in the management of aquaculture through collaborative planning and decision-making. We heard perspectives on:

- Engagement process and impact on the Transition Plan
  - Involvement of First Nations in aquaculture activities
  - Indigenous knowledge in aquaculture management
- 

### **Engagement process and impact on the Transition Plan**

Many First Nations participants expressed concern that the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) was not well reflected in the Discussion Framework, and they stated that it should be better incorporated into the Transition Plan. Participants discussed the impacts of the Transition Plan on Aboriginal rights and title. First Nations who are engaged in the salmon aquaculture sector and First Nations who may or may not have salmon aquaculture in their territories but are concerned about possible risks to wild salmon posed by aquaculture both agreed that First Nations need to have more engagement in the future decisions related to open-net pen aquaculture. Participants expressed concern that timelines for engagement are too short and not aligned with the spirit of reconciliation and do not allow the parties to conduct meaningful consultation.

Some participants expressed that explicit recognition of modern treaties and associated governance structures should be included in the Transition Plan process. Participants from Modern Treaty First Nations expressed concerns that the Department has not distinguished Modern Treaty Nations from non-treaty Nations in its consultation process or in the Discussion Framework.

From all perspectives, there was an expectation that the obligation of the duty to consult is high for the Government of Canada on issues related to open-net pen aquaculture. Views on the breadth of the consultations ranged from feedback that consultation should focus on those First Nations within whose core territories aquaculture takes place, to feedback from some Interior Nations who stated that they should be engaged in any decision where there was a likelihood that a salmon which would have to migrate past an open-net pen farm would at some point in its life migrate by their inland community.

Many coastal communities with economies highly reliant on the aquaculture industry spoke about the severe impacts which their communities would face should government remove open-net pen aquaculture from their territories. All First Nations urged government to continue to engage in a deep and meaningful way with First Nations on these important and complex issues. Overall feedback was clear that engagement needed to happen at the Nation level, and that a customized approach which engaged specific communities in a dialogue about their own territories was necessary, resulting in a 'Transition Plan' for each First Nation.

### **Involvement of First Nations in aquaculture activities**

Most First Nations with territory in proximity to aquaculture operations expressed their desire to monitor and oversee aquaculture activities in their territories, and to build and restore capacity to undertake activities for the long-term recovery of wild salmon and other components of healthy and productive ecosystems and communities. Many First Nations spoke of the benefits associated with partnership agreements with Industry, and expressed their views that their rights include the ability to make informed decisions related to the management of the aquaculture industry in their territories.

Many First Nations and coastal communities felt that the establishment of area-based aquaculture management would be a positive step toward supporting involvement of First Nations in aquaculture activities. Some participants expressed that collaborative governance zones, similar to governance mechanisms already implemented in the Broughton Aquaculture Transition Initiative, would provide First Nations with mechanisms to make decisions ranging from a phasing out of open-net pens, to new locally developed enhanced management regimes based on specific ecological, social, and cultural objectives.

### **Indigenous knowledge in aquaculture management**

Participants expressed the desire to see Indigenous-led science and traditional practices from Indigenous elders and knowledge keepers incorporated in management and decision-making. Similarly, there was a desire to see increased Indigenous-led monitoring and reporting through Indigenous guardian programs. In some cases First Nations shared information related to their vision to move forward in a more integrated management role with respect to oceans, fisheries and aquaculture management in their territories. Many Nations have already done significant work to develop their vision for their territories. In many cases this includes First Nations playing a fundamental role as managers within their own territories, with the science and research expertise to formulate and carry out their own independent monitoring, laboratory testing, research, science, and enforcement.

## **Growth in sustainable aquaculture innovation**

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The Discussion Framework described this as a whole-of-government approach to attract investment and advance innovation and development of new alternative production technology systems, including closed containment, to make B.C. a global leader in innovative aquaculture, which minimizes environmental impact. We heard perspectives on:

- Desire to innovate
  - Conditions to foster innovation
- 

### **Desire to innovate**

Participants communicated their interest in moving towards the use of new alternative technologies and/or species. Industry indicated interest in fostering continuous improvement and supporting Canada

in becoming a world leader in the deployment of sustainable aquaculture technologies. Some First Nations and other communities indicated potential interest in ideas such as Integrated Multi-Trophic Aquaculture, where nutrients fed to finfish generate high-quality waste that shellfish and marine plants depend on to grow. Some participants noted that moving towards this type of innovation would help support economic diversification of the aquaculture sector and coastal communities.

Participants from conservation organizations expressed the view that new in-water technologies were not acceptable and would not meet the objectives of an open-net pen transition if they did not eliminate all interactions, including any non-treated exchange of water, between farmed fish and the outside environment. Interests from these groups focused on transitioning communities away from aquaculture to other industries, like tourism.

While industry expressed interest in continuing to innovate and adopt new sustainable technology approaches, they expressed concerns related to possible timeframes or outcomes of the plan which would not allow flexibility required for them to innovate.

### **Conditions to foster innovation**

Participants noted that sustainable aquaculture innovation is a broad term and incenting investment requires clarity on what types of technology will be encouraged. Industry provided feedback that investments into infrastructure require security and stability and the opportunity to recoup investments. Participants indicated that clarity is required on whether in-water closed containment or other on-water alternative production methods are included in this vision or only land-based production models, and that the Governments of Canada and B.C. should be clear on what types of technology they want to attract.

In order to transform B.C.'s aquaculture sector, industry stated that they require a certain level of stability and time to allow for the implementation of innovative technologies. It was noted that development and adoption of new and innovative technology involves taking risks, can be very expensive, and requires research and testing within a stable regulatory environment.

Coastal communities noted that workforce requirements and supports need to be identified in the Transition Plan, and that a skilled and flexible workforce that includes local First Nation workers would help adapt to a highly innovative industry. There are perspective that attracting and retaining workers is difficult when industry is in a climate of uncertainty. It was also noted that the recent closure of farms in the Discovery Islands has had a significant impact on industry and communities, and it was noted that no specific economic supports have been announced to mitigate these challenges.

Community infrastructure was identified by some participants as an important consideration in moving towards the adoption of new technologies. Some participants shared that, in some cases, the physical and geographical location of open-net pens are not conducive to technological advancements due to lack of infrastructure (e.g. access to hydropower, water, etc.). Local governments and First Nations have expressed support for investments in infrastructure that would help support technological advancements in the aquaculture sector. On the other hand, some participants noted that climate

change impacts of alternative technologies could be considerable and should be considered in the development of the Transition Plan.

## CONCLUSIONS AND NEXT STEPS

A variety of views were shared in Phases 1 and 2 of the engagement process. This significant and valuable input will be considered in the development of an Open-Net Pen Transition Plan.

During engagement, all participants agreed on the importance of protecting wild Pacific salmon but there were differing views on the level of risk posed by open-net pen salmon aquaculture, and the challenge of singling out one possible impact without a more broad context related to possible risks and impacts to wild salmon populations. Some participants advocated for a rapid transition focused on the immediate removal of all marine salmon aquaculture, and others supported a detailed performance and outcomes based transition focused on the goal of minimizing or eliminating interactions between wild and cultured fish. Some participants' feedback was very focused on specific technologies, while some responses provided recommendations related to performance objectives and targeted results. Some participants expressed that salmon aquaculture is an important and emerging industry in B.C. with significant potential growth, that emerging technologies could help limit interactions with wild Pacific salmon, and that the Transition Plan presented an opportunity for Canada to be a world leader in the area of sustainable marine finfish aquaculture. The impacts of a transition on the Aboriginal rights and title of First Nations who are involved in salmon aquaculture as well as First Nations who may or may not have salmon aquaculture in their territories but are concerned about risks to wild salmon were key topics of discussion. The complexity and importance of potential impacts to Aboriginal rights and title and self-determination and implications for reconciliation was noted by many participants, as was the importance of improving trust and transparency in aquaculture management.

Overall, participants supported the development of a responsible plan to transition from open-net pen salmon farming in coastal B.C. However, participants had very different interpretations of what the implications were both in terms of timelines and outcomes. Feedback from participants was that a transition can be achieved, but will require clarity on objectives and timelines and regulatory certainty, will need sufficient time to allow for planning and implementation, and will require incentives to support First Nations and communities and to support a transition. Views heard during engagement were, however, highly polarized, and facilitating a solution which meet the expectations of the broad spectrum of those who have a stake in these issues will be challenging.

While reconciliation with Indigenous peoples is a key objective for the Government of Canada, it is worth noting that there is not a consistent understanding or vision of what reconciliation should look like with respect to open-net pen transition. Many First Nations in B.C. are highly engaged in these issues, and have very different interests and expectations related to the transition plan process and the obligations of the Government of Canada.

Upcoming engagement will provide an opportunity for participants to learn about and respond to feedback the Department has received during Phases 1 and 2 of engagement. In particular, given the diversity of ideas and perspectives presented in this report, the Department wants to learn what specific concerns and other considerations should be taken into account when considering these different proposals.

Once an Open-Net Pen Transition Plan is finalized, the Government of Canada will continue to collaborate and engage with the Province of B.C., First Nations, local governments, industry, and other parties on its implementation.

## ANNEX A: WHAT WE HEARD BY ENGAGEMENT GROUP

The following section provides an overview of feedback received during engagement sessions with the following groups:

- First Nations and Indigenous Groups
- Marine Finfish Industry
- Ancillary and Land-Based Industry
- Local Governments
- Environmental Groups
- Researchers and Academics

For each engagement group, a high-level summary of ideas and perspectives raised during engagement is presented. This does not attempt to include all views and feedback shared and does not intend to imply consensus on the part of participants. All views and feedback will be considered for the development of a final Open-Net Pen Transition Plan.

## First Nations and Indigenous Groups

Participants from First Nations and Indigenous groups articulated a range of perspectives on the open-net pen salmon aquaculture industry. Some First Nations with aquaculture in their territory want to choose if, when, and how the sector operates in their waters. For some, this means being able to establish partnership agreements with industry and make local decisions on management of the industry in their territories. For others, this means being able to phase out aquaculture in their territories and that they be provided with transition supports. Some First Nations support the self-determination of other First Nations to make decisions about aquaculture in their territories, while other First Nations are calling for the removal of all open-net pen salmon aquaculture in B.C. due to concerns about potential impacts that extend beyond the territory where aquaculture activities are located.

Participants expressed that there would be impacts to Aboriginal rights and title whether open-net pens stay in the water or if they are removed. Some participants expressed interest in better understanding the impacts of open-net pen salmon aquaculture and interest in meeting with other First Nations and stakeholders to share and understand each other's perspectives. Overall, all participants agreed that protecting wild salmon and respecting Aboriginal rights are top priorities for all First Nations and Indigenous groups.

Among First Nations and Indigenous groups, a number of opinions were shared. The following represent points raised by one or more participants.

### **Transition from open-net pen salmon aquaculture. We have heard:**

- Interest in Indigenous self-determination and First Nation management of aquaculture and fisheries in their territories.
- Salmon aquaculture is a sustainable economic opportunity for First Nations to become self-sufficient and to address issues of food security.
- There would be impacts to other local businesses that rely on existing salmon aquaculture infrastructure if the industry was phased out.
- First Nations with industry partnership agreements are already holding the industry to high environmental standards and they are developing their own local Transition Plans.
- There is significant interest in area-based aquaculture management, but different views on what that should look like.
- Desire to see a transition away from all ocean-based salmon aquaculture based on views that land-based aquaculture is the only alternative technology that would eliminate interactions between wild and cultured salmon.
- Land-based aquaculture is not feasible in some territories of First Nations with industry partnership agreements.
- Interest in adopting a Broughton Aquaculture Transition Initiative type of process beginning with sites between the B.C. mainland and Vancouver Island (viewed as most linked to migratory salmon routes of interest to Nations that are concerned about the impact of aquaculture).

- The impacts of open-net pens are widespread; they can affect salmon migratory routes and communities down-river.
- Should open-net pens be phased out, Government of Canada support would be required to allow communities to transition to other sources of economic development.
- Interest in conducting a cost-benefit analysis of the industry that would include the cultural value of wild salmon.
- Interest in the Government of Canada conducting a thorough analysis of the social and economic contributions from salmon aquaculture, including year-round employment and other factors.
- Language used in the Discussion Framework such as “progressively minimize or eliminate interactions” suggests status quo.
- Language used in the Discussion Framework such as “progressively minimize or eliminate interactions” puts too many constraints on industry and eliminates the creativity and trials needed to advance innovative solutions.

#### **Trust and transparency. We have heard:**

- Desire for increased Indigenous monitoring of the aquaculture industry and support for First Nation guardian programs.
- Interest in using Indigenous knowledge in combination with innovative technology (e.g. eDNA) to monitor wild salmon and impacts from open-net pens.
- Interest in conducting First Nation-led research to better understand all stressors on wild salmon.
- Desire to establish an independent science review process that would incorporate Indigenous-led science and include local Indigenous elders and knowledge keepers.
- Desire for the Department to release aquaculture data in real-time in order to allow First Nations to perform oversight of activities.
- Desire for the Department to use a precautionary approach when there are diverging scientific opinions and when no cumulative impact assessments have been conducted.
- Interest in an independent science review process.
- Lack of trust in the Department’s science processes and views that the Department is working closely with industry on the development of the Transition Plan.
- Lack of trust that the Department will take its own science into account in the development of the Transition Plan.

#### **Reconciliation and Indigenous partnerships. We have heard:**

- First Nations want to choose if, when, and how the sector operates in their waters, which includes:
  - being able to establish partnership agreements with industry, if that is what they desire, and make local decisions on management of the industry in their territories; and
  - being able to phase out aquaculture in their territories, if that is what they desire, and that transition supports should be provided.
- Desire for industries located on First Nation territory to secure partnerships with the community.

- First Nations with territory located on wild salmon spawning grounds want to play a role in oversight.
- Desire to co-develop a regulatory oversight system that would include First Nations in a tripartite process with the federal and provincial governments.
- The Department should engage in government-to-government discussions.
- The Department should increase the recognition of modern treaties and associated governance structures.
- The proposed timelines for engagement on the Transition Plan are too short and not compatible with conducting meaningful consultation.
- Desire for UNDRIP to be better recognized and implemented in the Transition Plan and that free, prior, and informed consent from all First Nations whose rights are impacted should be obtained.
- Desire to incorporate Indigenous-led science and traditional practices in aquaculture management and decision-making, and for Indigenous elders and knowledge keepers to be more involved in aquaculture management and decision-making.
- Desire for funding to help build local capacity to undertake research and monitoring to support informed decisions on aquaculture management.
- The decline of wild salmon - which have significant importance to Indigenous culture, traditional teachings, whole ecosystems, and food security - is in part due to open-net pens and a desire for the Government of Canada to compensate First Nations for having to purchase salmon from elsewhere for food, social, and ceremonial purposes as a result of low salmon returns in recent years.
- Interest in habitat restoration and salmon enhancement programs, using Indigenous science and western science.

**Growth in B.C. sustainable aquaculture innovation. We have heard:**

- Interest in opportunities to advance semi-closed, closed, and land-based technologies.
- Land-based technology requires significant investments due to high startup costs.
- Interest in a Centre of Expertise with a focus on First Nation-led science.
- Interest in Integrated Multi-Trophic Aquaculture.

## Marine Finfish Aquaculture Industry

Participants from the marine finfish aquaculture industry provided relatively unanimous perspectives on a Transition Plan. Participants shared that the industry has been innovating continuously, especially since the mandate on developing a responsible plan to transition from open-net pen salmon aquaculture in coastal B.C. was first announced in 2019. Participants noted that the innovation and sustainable practices that have already been adopted should be considered as the first steps in a transition. Participants shared that food security and domestic supply is at the top of public concerns during these times of economic and global instability. Additionally, participants identified that Canada has a responsibility to grow its sustainable aquaculture production, specifically with the threat of climate change. Participants suggested that growth in jobs and opportunities for coastal and Indigenous communities could be a measure of success of a Transition Plan.

Among the marine finfish aquaculture industry, a number of opinions were shared. The following represent points raised by one or more participants.

### **Transition from open-net pen salmon aquaculture. We have heard:**

- Desire for licensed facilities located on First Nation territories to secure partnerships with the community.
- Support for area-based approaches to aquaculture management.
- Interest in developmental licences, enhanced performance licences, and/or longer licences to ensure business stability to innovate.
- Industry should be given recognition for the innovation and sustainable practices that have been implemented since the mandate to transition from open-net pens was first announced in 2019.
- Interest in collaboratively developing measurable, meaningful metrics that demonstrate minimization or elimination of interactions.
- Interest in a scorecard or an index of metrics that would cover environmental, fish health, and social considerations for licence holders.
- Concerns that a goal of “progressively minimizing or eliminating” interactions means that there may be a requirement to continue to change technologies over time and cause a loss in investment over time.
- Transition timelines need to account for the time required for innovation processes, or experimental failures.
- There is a need to consider that regulatory streamlining and new technologies may conflict with other regulations.
- Desire for science, climate change, and social science to be at the forefront of a Transition Plan and given equal weight to technological advancements.
- Questions about how the Transition Plan will apply to finfish aquaculture of species other than Atlantic salmon.

### **Trust and transparency. We have heard:**

- The Department and the Minister could improve communication on departmental science and the Canadian Science Advisory Secretariat (CSAS) process, and show support for the integrity of the CSAS process.
- Interest in implementing a communications team/plan focused on delivering science communication.
- Interest in enhancing First Nation guardian programs.
- Interest in a scorecard to increase trust and transparency in the industry.
- Terminology used in the Discussion Framework needs clarity.

#### **Reconciliation and Indigenous partnerships. We have heard:**

- Support for maintaining and further building First Nation partnerships, and concerns that partnerships will be affected and communities will face significant negative impacts if licences are not renewed.
- Interest in embracing Indigenous values, incorporating Indigenous science, and enhancing First Nation guardian programs.
- Willingness to increase engagement with Indigenous communities from outside the core territory where they operate at the discretion of the First Nations with whom they have agreements.

#### **Growth in B.C. sustainable aquaculture innovation. We have heard:**

- Profitability and security of the industry must be restored before incentives to innovate would be effective.
- Support for a whole-of-government approach for attracting investment in the industry.
- Investments in innovative practices and technology, which relate to other federal government priorities, such as the Climate Change Plan and Blue Economy Strategy, need to be considered.
- Climate impacts of alternative technologies need to be assessed and considered in a Transition Plan.
- Existing infrastructure (e.g. energy, transportation, telecommunications) in coastal B.C. is limited and there is insufficient support for growth in land-based and other alternative technology.
- Regulatory barriers and multi-jurisdictional licensing processes are other significant challenges to adopting land-based or other alternative technologies.
- Access to broodstock and genetic material is not widely available and would become extremely difficult to obtain if the open-net pen industry was phased out.
- Interest in a Centre of Expertise.
- New policies should allow for non-technological innovations such as vaccines and animal husbandry.
- The achievement of sustainable growth of the sector is reliant on the development of a comprehensive and centralized mandate to sustainably grow seafood production capacity in B.C.
- The Government of Canada should formally separate sector development responsibility from DFO and move it to Agriculture and Agri-Food Canada.
- Interest in Integrated Multi-Trophic Aquaculture.

## Ancillary and Land-based Industries

Participants from the ancillary and land-based industries articulated many perspectives on a Transition Plan. Participants expressed a desire for climate change considerations to be emphasized and for improving public support and acceptance of the sector. Participants shared that business certainty and stability is critical in order to develop, trial, and adopt new technologies.

Among the ancillary and land-based industries, a number of opinions were shared. The following represent points raised by one or more participants.

### **Transition from open-net pen salmon aquaculture. We have heard:**

- Desire for developmental licences, enhanced performance licences, and/or longer licences to ensure business stability to innovate.
- Desire for a whole-of-government approach to aquaculture transition and management.
- Desire for licences to have thresholds and when a company meets that threshold, they could apply for more biomass (e.g. Norway's green light system).
- Interest in hybrid systems where post-smolts would spend less time in the ocean.
- Desire for science, climate change, and social science to be at the forefront of the Transition Plan and given equal weight to technological advancements.
- Concerns that the transition process is a politically driven decision and not based on risk or science.
- Frustration around the potential outcomes of the Transition Plan (e.g. it is a moving target that industry will always be working towards).
- Interest in a certification of infrastructure to be used as a metric in the Transition Plan.
- Interest in a metric for sea lice that is the same for cultured fish as it is in the wild.
- Interest in a scorecard or index that could be part of the industry's social licence (e.g. industry gains points if they are working with the local First Nations and doing salmon enhancement).

### **Trust and transparency. We have heard:**

- Interest in informing the public about the aquaculture industry in order to increase trust, transparency, and enhance public acceptance of the sector.

### **Reconciliation and Indigenous partnerships. We have heard:**

- Interest in increasing First Nation guardian programs for monitoring, reporting, and compliance.

### **Growth in B.C. sustainable aquaculture innovation. We have heard:**

- Desire for more climate change considerations and assessing the climate change impacts of alternative technologies, including the greenhouse gas emissions of land-based technology.
- Interest in a virtual Centre of Expertise.
- Interest in the Discovery Islands to be used as an area to trial new technologies since it is in close proximity to shops, power, and supports.

- Interest in departmental funding to provide support for the sector, and that current funding lacks national application, consistency, and stability for longer-term confidence and growth.
- Perspectives that smaller companies may not have the capacity and resources to trial innovative technologies and may be left behind.
- The Government of Canada should formally separate sector development responsibility from DFO and move it to Agriculture and Agri-Food Canada.

## Local Governments

Participants from local governments expressed a range of perspectives on a Transition Plan. Some participants stated support for area-based aquaculture management that would include First Nations and local governments and a desire for the Government of Canada to support communities and workers through a transition. Some participants called for a phase out of all open-net pen salmon aquaculture in B.C.

Among local government participants, a number of opinions were shared. The following represent points raised by one or more participants.

### **Transition from open-net pen salmon aquaculture. We have heard:**

- Desire for licensed facilities located on First Nation territories to secure partnerships with the community.
- Support for area-based aquaculture management that would include First Nations and local governments.
- Views that the mandate was understood as a removal of all open-net pens by 2025 and concerns that this target will not be met.
- Desire for the Government of Canada to provide economic support for communities and workers through a transition.
- Interest in an aquaculture licence buyback program to be included in a Transition Plan.

### **Trust and transparency. We have heard:**

- Interest in third-party monitoring to improve trust and transparency.
- Desire for better communication of science and how science translates into policy and decision-making, including more plain language information to be shared with the public.
- Desire for the Government of Canada to formally separate sector development responsibility from DFO and move it to Agriculture and Agri-Food Canada.

### **Reconciliation and Indigenous partnerships. We have heard:**

- Desire for reconciliation to be a top priority of a Transition Plan.

### **Growth in B.C. sustainable aquaculture innovation. We have heard:**

- Desire for a Centre of Expertise to be located in a coastal community, comprised of interdisciplinary members, and focused on all types of aquaculture.
- Desire for significant investment to be able to initiate a Centre of Expertise.
- Desire for understanding and incorporating Canada's blue economy into a Transition Plan.
- Desire for Government of Canada funding to incentivize a transition, which would include support for workers, such as re-training programs.
- Interest in engaging with training institutions to identify the need for workforce training and safety programs across the industry.

- Interest in training programs to integrate Indigenous knowledge and traditional practices.
- Concerns with the industry's ability to invest in local communities during a time of business uncertainty.
- Interest in opportunities for marine plant and shellfish aquaculture.
- Concerns with logistical and siting considerations for land-based facilities, including issues with local infrastructure, sewage management, and power.
- Concerns with a lack of housing in rural communities, which can cause labour shortages for the aquaculture industry.
- Desire for land-based facilities to have adequate monitoring in place (e.g. monitoring of water released).

## Environmental Groups

Participants from environmental groups articulated many perspectives on a Transition Plan. Participants expressed a desire for a target of zero interactions between cultured and wild salmon and for a transition to land-based aquaculture. Participants shared concerns regarding departmental science and the CSAS process, and expressed interest in establishing an independent science review process.

Among environmental groups, a number of opinions were shared. The following represent points raised by one or more participants.

### **Transition from open-net pen salmon aquaculture. We have heard:**

- Desire for a target of zero interactions between cultured and wild salmon in order to ensure the protection of wild salmon.
- Desire for the removal of all marine-based salmon aquaculture facilities and only permitting land-based salmon aquaculture.
- Desire for the indicator of success for the Transition Plan to be all open-net pens out of the water by 2025.
- Views that the mandate was understood as a removal of all open-net pens by 2025 and concerns that this target will not be met.
- Perspectives that the risks posed by open-net pens on the health of wild salmon are too high to allow for progressive minimization of impacts.
- Support for area-based aquaculture management (but not to extend a transition).
- Perspectives that the Government of Canada should provide economic support for Indigenous communities to transition to other economic opportunities.
- Desire for industry to participate in wild salmon monitoring and enhancement programs.
- Perspectives that a developmental licence could be obtained if industry provides a plan to move towards fully closed-containment by the end of their licence (administered one time only), but that if the complete elimination of interactions between cultured and wild salmon was not reached, then industry would need to transition immediately to land-based technology or stop production completely.
- Interest in adopting international standards and looking to Norway for examples of their environmental standards, research and development processes, tax incentives mechanisms, and monitoring tools.

### **Trust and transparency. We have heard:**

- Interest in independent monitoring of wild salmon and third-party observers to validate reporting.
- Desire for clear public reporting of aquaculture activities and clear demonstration of how feedback is included in management and decision-making to increase trust and transparency.
- Desire for the Department to increase the accessibility and availability of data that can be analyzed by independent researchers.

- Concerns that departmental science is not being inclusive of all scientific research, cumulative effects assessment, or Indigenous science and knowledge.
- Environmental groups are not in agreement with DFO and CSAS findings regarding the risks of open-net pens to wild salmon.
- Views that the CSAS and departmental science processes could be reviewed to ensure that there are no conflicts of interest, industry bias, and that a precautionary approach is adopted.
- Interest in the establishment of an independent science review process that could include an independent science advice board that would provide science advice to the Department and the Minister.
- Interest in enhanced enforcement of metrics and consequences in the event of non-compliance.
- Desire for the Department to develop interactive and publicly available maps of all open-net pens. These could include information on facilities and their compliance to licence conditions, sea lice reporting, etc.

**Reconciliation and Indigenous partnerships. We have heard:**

- Interest in collaborative monitoring programs to be developed between environmental groups and First Nations.
- Desire for establishing metrics that meet or exceed the current standards of B.C. Indigenous partnerships.
- Support for industry to secure First Nation partnerships from those within whose territories their licensed facility is located if there is to be any continuation of operations.

**Growth in B.C. sustainable aquaculture innovation. We have heard:**

- Desire for financing mechanisms such as an innovation fund, tax credits, or government guarantees to support the industry to innovate.

## Researchers and Academics

Researchers and academics shared a range of perspectives on a Transition Plan. Some participants expressed a desire for the removal of all marine-based salmon aquaculture facilities and only permitting land-based production. Some participants expressed support for area-based aquaculture management and for requiring industry to secure First Nation partnerships from those within whose territories the licensed facility is located. Participants articulated concerns with DFO's science review process, science advice, and/or science communication.

Among the research and academic participants, a number of opinions were shared. The following represent points raised by one or more participants.

### **Transition from open-net pen salmon aquaculture. We have heard:**

- Desire for a target of zero interactions between cultured and wild salmon and perspectives that this is not possible with open-net pens in the water.
- Desire for the removal of all marine-based salmon aquaculture and only permitting land-based salmon aquaculture.
- Views that the mandate was understood as a removal of all open-net pens by 2025 and concerns that this target will not be met.
- Concerns that progressively minimizing interactions suggest status quo, and that this will not solve the current crisis of salmon decline.
- Support for Indigenous self-determination in their own territories.
- Support for requiring industry to secure First Nation partnerships from those within whose territories the licensed facility is located.
- Support for conditions of licence to be set in agreement with regulators, First Nations within whose traditional territory the facility is located, and industry.
- Support for area-based aquaculture management and interest in area-based production planning, for which the unit of management could consider social, economic, political, and ecosystem science considerations to determine the level of acceptable risk for aquaculture practices in that region.
- Concerns that metrics cannot be developed until the outcome and timeline of a Transition Plan are defined, or until the level of acceptable risk for different regions is determined.
- Interest in collaboratively developing metrics.
- Perspective that area-based aquaculture management provides a sensible approach to integrating ecologically unique areas.

### **Trust and transparency. We have heard:**

- Disagreement with departmental science pertaining to aquaculture and wild salmon risks, and views that there is other scientific evidence that shows that open-net pens have negative impacts to wild salmon.
- Views that the CSAS and departmental science processes could be reviewed to ensure that there are no conflicts of interest, industry bias, and that a precautionary approach is adopted.
- Interest in the implementation of an independent science review board that would provide science advice to the department and to the Minister.

- Interest in a new science dissemination body to provide science advice to area management groups, and to help inform the public and local decision-makers of the available science concerning aquaculture, and that the group should span scientific disciplines and not include departmental staff.
- Desire for more raw data to be made publicly available, so that independent researchers can analyze and interpret data.
- Desire for improved communication of departmental science, the CSAS process, and externally contracted reports.
- Interest in monitoring and reporting to be done in an all-party collaboration with multi-party oversight.
- Interest in monitoring and reporting to be done with standardized and accredited methods of evaluation, and that data must be robust, repeatable, and internationally recognized and approved.

**Reconciliation and Indigenous partnerships. We have heard:**

- Support for Indigenous self-determination in territories within which open-net pens are situated.
- Support for requiring industry to secure First Nation partnerships from those within whose territories their licensed facility is located.
- Support for conditions of licence to be set in agreement with regulators, First Nations within whose traditional territory the facility is located, and industry.
- Interest in the Government of Canada to provide support for First Nations to transition to other economic opportunities.
- Interest in the integration of traditional knowledge and collaboration with Guardian programs.

**Growth in B.C. sustainable aquaculture innovation. We have heard:**

- Perspectives that land-based salmon aquaculture is the only alternative technology that can reach a desired target of zero interactions.

## ANNEX B: SUMMARY OF SURVEY FINDINGS

An online survey was launched as part of the external engagement in the development of the Open-Net Pen Transition Plan.

The survey was originally launched on August 11, 2022. Based on feedback received, the survey was paused on September 6, 2022 in order to provide greater clarity. The revised survey was relaunched on September 28, 2022. Two hundred and ninety (290) submissions were received prior to September 6, 2022. These results have been taken into consideration and given equal weight to those received after the re-publication. A total of 2,890 responses were received before the survey closed on October 27, 2022.

Overall, 70% of survey respondents supported a transition away from any marine salmon aquaculture to a sustainable land-based sector. Of those who support a transition away from marine aquaculture:

- Policy and management tools to progressively reduce or eliminate interactions between cultured and wild salmon were viewed as ineffective.
- There is a desire to focus transition supports into other sectors not related to aquaculture.
- A land-based system, such as a Recirculating Aquaculture System (RAS) was viewed as the highest priority in advancing innovation in the Open-Net Pen Transition Plan.

Twenty-two percent (22%) of online survey respondents supported a transition to sustainable and economically viable salmon aquaculture industry which drives innovation and supports the use of new technology. Of those who support this type of transition:

- Policy and management tools to progressively reduce or eliminate interactions between cultured and wild salmon were viewed as effective.
- Area-based aquaculture management was viewed as the most effective management tool.
- There is emphasized focus on a transition which supports and maintains the capacity for an aquaculture economy in B.C.
- In general, survey respondents that indicated themselves as Industry Representatives support a transition to sustainable and economically viable salmon aquaculture industry which drives innovation and supports the use of new technology.

Eight percent (8%) of survey respondents supported a reduced aquaculture sector that transitions coastal economies to other sectors, such as tourism. Of those who support this type of transition:

- Policy and management tools to progressively reduce or eliminate interactions between cultured and wild salmon were viewed as ineffective.
- There is a desire to focus economic supports into other sectors not related to aquaculture.
- A land-based system, such as a Recirculating Aquaculture System (RAS) is viewed as the highest priority in advancing innovation in the open-net pen transition.
- There is a desire to promote collaboration amongst industry through an aquaculture “supercluster”.
- Workforce training and upskilling were viewed as very important.

Overall, survey respondents expressed that enhancing transparency of the scientific review process within the Department to confirm that robust information and assessment informs decision-making is

the most important approach to improve trust and transparency. Regular public accountability related to a transition plan and enhanced roles for First Nations were also viewed as very important.

Survey respondents attributed equal priority to the following proposals to support reconciliation with First Nations in an Open-Net Pen Transition Plan:

- A requirement for salmon companies to secure coastal First Nation partnerships from those within whose territories their licensed facility is located.
- Create aquaculture management areas that reflect the input and interest of Indigenous peoples.
- Enhance opportunities for First Nation partnerships for monitoring, stewardship/guardianship programs and research and development.
- Support enhanced Indigenous knowledge and science contributions to aquaculture management.

Survey data is available upon request.

## ANNEX C: PROPOSED METRICS TO MEASURE SUCCESS

A variety of stakeholder and partner groups shared views on metrics that could potentially demonstrate success of a Transition Plan.

### **Social, Cultural and Economic:**

- Collaboration with local First Nations.
- Participation in wild salmon protection or enhancement activities.
- Social, cultural, and economic wellbeing of Indigenous and non-Indigenous coastal communities where salmon aquaculture contributes to the local/regional economy.
- B.C. salmon aquaculture's contribution to Canada's blue economy and food security.

### **Sustainability**

- Sustainable certification of facilities, which would support climate resilient and energy efficient operations.
- Carbon impact of the industry and the sector's capacity to take action on climate change.

### **Interaction**

- Zero interactions between wild and cultured salmon.
- Reduction in escapes.
- Enhanced wild fish assessments.
- Interaction with marine mammals.

### **Sea Lice**

- Number of sea lice on cultured salmon could be the same as background levels on wild salmon, and that a 'zero' sea lice metric would be unrealistic to achieve and may reflect increased treatments rather than reduced interactions.
- Stricter sea lice motile threshold and stricter enforcement.
- Reductions in sea lice per fish or per farm.

### **Disease, Pathogens, and Algal Blooms**

- Water parameters including eDNA (pathogens or plankton).
- Monitoring of juvenile wild salmon for signs of infection near open-net pens and away from open-net pens.
- New metrics related to *Piscine Orthoreovirus* or *Tenacibaculum maritimum*.

### **Wild Salmon/Environmental Monitoring**

- Monitoring of wild salmon returns during spawning periods.
- Measures of wild salmon exposure and exposure duration to open-net pens.
- Wild salmon health and welfare near and far from open-net pens.
- Enhanced fish health parameters (e.g. independent lab and testing at internationally accredited facilities, sharing of historic and ongoing survival to harvest, reporting of treatments, etc.).

- Benthic impacts (e.g. develop a more efficient and meaningful mechanism to participate in monitoring, access to lab results, development of eDNA use in surveys, in-depth review and determination of cumulative effects and long-term impacts post-decommissioning, etc.).

**General**

- Metrics that meet or exceed the current standards of First Nation partners.
- Post/larger smolt entry (e.g. participation of evaluations of efficacy/cost effectiveness, development of new health markers, ecosystem and climate change impact on smolt health status, etc.).