



HARBOUR AUTHORITY & REGULAR COUNCIL MEETING AGENDA

May 14, 2013 at 7:30pm

George Fraser Room, Ucluelet Community Centre
500 Matterson Drive, Ucluelet, BC

<p>CALL TO ORDER:</p>	
<p>ADOPTION OF MINUTES:</p> <p>April 23, 2013 Regular Council Minutes</p> <p>May 09, 2013 Special Council Minutes</p>	
<p>PUBLIC INPUT, DELEGATIONS & PETITIONS: None</p>	
<p>CORRESPONDENCE: None</p>	
<p>INFORMATION ITEMS:</p> <p>I-1 Thank You Letter Re: Amphitrite Point Coast Guard James Moore, Minister Responsible for B.C.</p> <p>I-2 2013 Provincial Election Platform Mary Sjostrom, UBCM President</p>	
<p>REPORTS:</p> <p>R-1 Expenditure Voucher G-09/13 Jeanette O'Connor, CFO</p>	
<p>LEGISLATION:</p> <p>B-1 Annual Tax Rates Bylaw No.1155, 2013 <i>(for adoption)</i></p> <p>B-2 Marine Debris Reserve Fund Bylaw 1153, 2013 <i>(for adoption)</i></p>	

LEGISLATION CONT'D.

**LB-1 District of Ucluelet Five Year Financial Plan Bylaw
1154, 2013 (for adoption)**

COM-1 COUNCIL COMMITTEE REPORTS

Councillor Dario Corlazzoli *Deputy Mayor October-December*

- ◆ Coastal Community Network
- ◆ Fisheries
- ◆ Signage Committee
- ◆ Ucluelet Chamber of Commerce
- ◆ Ucluelet Recreation Committee (*alternate*)
- ◆ Wild Pacific Trail

Councillor Geoff Lyons *Deputy Mayor April-June*

- ◆ Central West Coast Forest Society
- ◆ Food Bank on the Edge
- ◆ Local Marine Advisory Committee
- ◆ Ucluelet & Area Historical Society
- ◆ Clayoquot Biosphere Trust Society (*alternate*)
- ◆ West Coast Multiplex Society

Councillor Sally Mole *Deputy Mayor July-September*

- ◆ Harbour Advisory Commission
- ◆ School Liaison (*alternate*)
- ◆ Ucluelet & Area Child Care Society
- ◆ Ucluelet Affordable Housing Society
- ◆ Ucluelet Recreation Commission
- ◆ Vancouver Island Regional Library (*alternate*)
- ◆ Westcoast Community Resources Society

Councillor Randy Oliwa *Deputy Mayor January-March*

- ◆ Parent Advisory Committee/Public School Liaison
- ◆ Sea View Senior's Housing Society
- ◆ Ucluelet Volunteer Fire Brigade
- ◆ Ucluelet/Provincial Emergency Program
- ◆ Vancouver Island Regional Library Board

Mayor Bill Irving

- ◆ Alberni-Clayoquot Regional District
- ◆ Pacific Rim Harbour Authority
- ◆ Aquarium Board

<p>COM-2 HARBOUR ADVISORY COMMISSION</p> <p>April 04, 2013 Minutes</p> <p>April 22, 2013 Special Minutes</p> <ul style="list-style-type: none"> ◆ Letter of Resignation - Dave Christensen ◆ Letter - Shelly LaRose ◆ Attachment 1 Re: Steve Bird ◆ Attachment 2 Re: Steve Bird 	
<p>NEW BUSINESS:</p>	
<p>PUBLIC QUESTION PERIOD:</p>	
<p>ADJOURNMENT</p>	
<p>RESOLVE INTO CLOSED SESSION</p> <p><i>Notice: This meeting may be closed to the public only where items for consideration meet the requirements of Section 90 of the Community Charter.</i></p>	

DISTRICT OF UCLUELET
Minutes of the Harbour Authority and Regular Council Meeting
held in the George Fraser Room, 500 Matterson Drive,
Ucluelet, BC on April 23, 2013 at 7:30 pm

COUNCIL PRESENT:

Mayor Irving
Councillor Corlazzoli
Councillor Lyons
Councillor Mole
Councillor Oliwa

STAFF PRESENT:

Andrew Yeates, CAO
Jeanette O'Connor, CFO
Barb Millar, Recording Secretary

CALL TO ORDER:

Mayor Irving called the meeting to order at 7:30 pm.

APPROVAL OF MINUTES:

Moved by Councillor Corlazzoli, seconded by Councillor Lyons to adopt the April 9, 2013 Regular Council minutes and the April 15, 2013 Special Council minutes as presented.
CARRIED

ERRORS OR OMISSIONS:

Moved by Councillor Lyons, seconded by Councillor Mole to amend the March 26, 2013 Regular Council minutes in the Committee Report sections as follows:

- *Clayoquot Biosphere Trust Society: replace "to" with "by" in statement "funds have increased to \$200,000 in the past two months"*
- *Ucluelet and Area Historical Society: change the location of the May 11, 2013 plant Sale from "UCC Hall" to the "UAC Hall."*
- *Yuulu?i?ath: change "met with superintendant of Yuulu?i?ath First Nations school" to SD 70 superintendant.*

CARRIED

BUSINESS OUT OF MINUTES:

None

PUBLIC INPUT, DELEGATIONS & PETITIONS:

D-1 West Coast Aquatic

Jennifer Spencer

- *No delegation presentation.*

D-2 Clayoquot Biosphere Trust

Marcie De Witt

- *Presented information on the CBT consultation process.*

CORRESPONDENCE:

C-1 National Day of Mourning, April 28 2013

Dave Warrender, President Port Alberni and District Labour Council

Moved by Councillor Corlazzoli seconded by Councillor Lyons to receive C-1, and declare April 28, 2013 National Day of Mourning.
CARRIED

REPORTS:

R-1 Expenditure Voucher G-08/13
Jeanette O'Connor, CFO

Moved by Councillor Corlazzoli, seconded by Councillor Mole to receive Expenditure Voucher G-07/13.
CARRIED

R-2 Sign Variance Permit for Lot 1, Plan 860202, District 9, "The Moorage" 1917 Peninsula Road and 1020 Lyche Road
John Towgood, Planning Assistant

Moved by Councillor Corlazzoli, seconded by Councillor Oliwa to receive the Sign Variance Permit report for discussion.
CARRIED

Moved by Councillor Corlazzoli, seconded by Councillor Oliwa to accept Sign Variance Permit recommendation.
CARRIED

R-3 Recreation Commission Minutes March 13, 2013

This item is removed from the agenda and replaced by the April 10, 2013 Recreation Commission Minutes emailed to council

LEGISLATION:

BR-1 Ucluelet Marine Debris Reserve Fund Bylaw 1153, 2013

Moved by Councillor Corlazzoli seconded by Councillor Lyons to receive the report.
CARRIED

B-1 Ucluelet Marine Debris Reserve Fund Bylaw 1153, 2013

Moved by Councillor Lyons seconded by Corlazzoli to approve first reading of District of Ucluelet Marine Debris Reserve Bylaw No. 1153, 2013.
CARRIED

Moved by Councillor Mole seconded by Corlazzoli to approve first reading of District of Ucluelet Marine Debris Reserve Bylaw No. 1153, 2013.
CARRIED

Moved by Councillor Lyons seconded by Corlazzoli to approve first reading of District of Ucluelet Marine Debris Reserve Bylaw No. 1153, 2013.
CARRIED

COMMITTEE REPORTS:

Councillor Dario Corlazzoli

Wild Pacific Trail

- AGM April 21, 2013. Two new board members elected, Sandy Rantz and Shannon Szymczakowski. Visioning session planned for April 27, 2013.

Fisheries Meetings

- Received notification from DFO Vancouver meeting May 6, 2013 to discuss joint venture; hake quota; northern fleet issue; factory ship issues.

Chamber of Commerce

- Open house very successful on April 17, 2013.

Councillor Geoff Lyons

Budget Committee (chair)

- Public open house on the process of the budget held prior to April 23 regular meeting.

West Coast Multiplex Society

- AGM April 30, 2013 at Long Beach Golf Course

Food Bank on the Edge

- AGM will be held at 7:00 pm June 13, 2013, at UCC. Will be hosting their annual Pancake breakfast at Ukee Days; Experiencing higher demand on Food Bank recently; Any donations from the public of food from tsunami preparedness kits is welcomed.

Marine renewable energy group

- Attended April 19, 2013 in Campbell River. Interest on the coast from remote First Nations communities and the BC Fish farms for renewable energy.

Moved by Councillor Lyons, seconded by Councillor Corlazzoli to recognize hunger awareness week May 6-10, 2013.

CARRIED

Councillor Sally Mole

Harbour Advisory Commission

- Special Meeting 22, 2013 to discuss terms of reference, the bylaw, and improved communication.

Ucluelet Recreation Commission

- Clarification regarding number of staff can sit on recreation commission.

WCRS

- Met April 13, 2013; recently received a grant for a Community Outreach worker; income tax service provided help to many community members.

Councillor Randy Oliwa

Sea View Senior's Housing Society

- Met with the group recently. Society expressed thanks to the District and Tech Electric for their help regarding outdoor lighting issues

Ucluelet Volunteer Fire Brigade

- *Emergency Preparedness Week **May 5-11, 2013**: E.C.C. will host an open house May 11, 2013 at which all local emergency providers will be in attendance. Member training ongoing; member numbers always an issue; UVFB application packages available at the District office.*

Robert Bateman Contest

- Annual art contest: gettoknow.ca
- April 8 - August 1, 2013

Mayor Bill Irving

No meetings

Moved by Councillor Mole seconded by Councillor Lyons to receive committee reports.
CARRIED

LATE ITEMS:

LBR-1 2013 Five Year Financial Plan

Jeanette O'Connor, CFO

Moved by Councillor Lyons seconded by Councillor Corlazzoli to receive the report.

CARRIED

LB-1 A Bylaw to Adopt a Five-Year Financial Plan For the Period 2013 to 2017 Inclusive Bylaw No 1154, 2013

Moved by Councillor Corlazzoli seconded by Councillor Lyons to approve first reading of District of Ucluelet Five Year Financial Plan for the Period 2013 to 2017 Inclusive Bylaw No. 1154, 2013.

CARRIED

Moved by Councillor Lyons seconded by Councillor Corlazzoli to approve second reading of District of Ucluelet Five Year Financial Plan for the Period 2013 to 2017 Inclusive Bylaw No. 1154, 2013.

CARRIED

Moved by Councillor Oliwa seconded by Councillor Corlazzoli to approve third reading of District of Ucluelet Five Year Financial Plan for the Period 2013 to 2017 Inclusive Bylaw No. 1154, 2013.

CARRIED

NEW BUSINESS:

Moved by Councillor Lyons, seconded by Councillor Mole to write a letter to ICBC to request they partner with District of Ucluelet regarding consultant services.

CARRIED

Moved by Councillor Lyons, seconded by Councillor Oliwa to send a sympathy card to the Wright family in Victoria

CARRIED

PUBLIC QUESTION PERIOD

Council received comments from the public.

ADJOURNMENT:

Mayor Irving suspended the regular council meeting at 8:25 pm into closed session. The closed session adjourned at 9:18 pm and the regular council meeting was resumed at 9:20 pm. Mayor Irving adjourned the regular council meeting at 9:22 pm.

Council named Kevin Cortes the new Harbour Manager for the District of Ucluelet.

CERTIFIED CORRECT: Minutes of the Regular Council Meeting held on Tuesday, April 23 at 7:30 pm in the George Fraser Community Room, 500 Matterson Road, Ucluelet, BC.

Bill Irving
Mayor

Andrew Yeates
CAO

DISTRICT OF UCLUELET
Minutes of the Special Council Meeting
held in the George Fraser Room, 500 Matterson Drive
Ucluelet, BC on May 9, 2013 at 10:00 am

COUNCIL PRESENT:

Mayor Irving
Councillor Lyons
Councillor Mole
Councillor Oliwa
Councillor Corlazzoli

STAFF PRESENT:

Jeanette O'Connor, Acting CAO
Patricia Abdulla, Manager of Planning
Morgan Dossdall, Recording Secretary

CALL TO ORDER:

Mayor Irving called the meeting to order at 10:05 am.

APPROVAL OF MINUTES:

N/A

CORRESPONDENCE:

None

INFORMATION ITEMS:

None

REPORTS:

R-1 Development Permit for Roman's Restaurant, Lot 4, Plan 3568, District 9, 1620 Peninsula Rd., Unit 7

Moved by Councillor Lyons, seconded by Councillor Mole to approve the Manager of Planning report recommendations.

CARRIED

R-2 2013 Tax Rates Bylaw

Moved by Councillor Lyons, seconded by Councillor Oliwa to give three readings to the 2013 Tax Rate Bylaw No.1155, 2013.

CARRIED

LEGISLATION:

B-1 2013 Tax Rates Bylaw No.1155, 2013

Moved by Councillor Lyons, seconded by Councillor Mole to approve first reading of the 2013 Tax Rates Bylaw No.1155, 2013.

CARRIED

Moved by Councillor Mole, seconded by Councillor Lyons to approve second reading of the 2013 Tax Rates Bylaw No.1155, 2013.

CARRIED

Moved by Councillor Lyons, seconded by Councillor Mole to approve third reading of the 2013 Tax Rates Bylaw No.1155, 2013.

CARRIED

LEGAL:

None

ADJOURNMENT:

Mayor Irving suspended the special council meeting at 10:09 am into closed session. The closed session adjourned at 11:01 am and the regular council meeting was resumed at 11:03 am. Mayor Irving adjourned the regular council meeting at 11:04 am.

CERTIFIED CORRECT: Minutes of the Regular Council Meeting held on Thursday, May 9, 2013 at 10:00 am in the George Fraser Room, 500 Matterson Drive, Ucluelet, BC.

Bill Irving
Mayor

Andrew Yeates
CAO

Minister Responsible for
British Columbia



Ministre responsable de la
Colombie-Britannique



April 26, 2013

His Worship Bill Irving
Mayor
District of Ucluelet
PO Box 999
Ucluelet, BC
V0R 3A0

Dear Mr. Mayor,

I would like to thank you for your letter regarding the Amphitrite Point Coast Guard.

As Minister Responsible for British Columbia, I appreciate being informed of your concerns. I understand that my colleague, the Honourable Keith Ashfield, Minister of Fisheries and Oceans, is presently reviewing your request and I look forward to hearing his thoughts on this matter.

Please continue to keep me apprised of further developments in Ucluelet.

Sincerely,

A handwritten signature in blue ink, appearing to be "James Moore".

The Honourable James Moore, P.C., M.P.
Minister of Canadian Heritage and Official Languages and
Minister Responsible for British Columbia



Union of BC Municipalities
Suite 60 10551 Shellbridge Way
Richmond, BC, Canada V6V 2W9

Phone: 604.270.8226
Email: ubcm@ubcm.ca



April 26, 2013

Mayor Bill Irving and Council
District of Ucluelet
Box 999
Ucluelet, BC V0R 3A0

Dear Mayor Bill Irving and Council:

The 2013 Provincial election provides an opportunity for local governments to engage with candidates about the broad priorities shared by BC communities.

Last month, the Union of BC Municipalities released our 2013 Provincial Election Platform *Building Tomorrow Together*. The platform sets out five themes of interest to local government throughout the province - governance, finance, infrastructure, economic development and the environment. The platform also poses questions for response from the four main parties. UBCM will be posting the responses we receive on our website throughout the campaign so you can compare how the party platforms will impact local governments.

Throughout the campaign, I will be looking for opportunities to meet with each of the leaders of the four main parties. I will also be speaking with our Executive later this week about the need for all of us to work together to engage with candidates from our respective regions, to make sure they have received a copy of the platform, and have heard from us personally on how local and regional issues play into the five themes. In my meetings so far, I have sat down with NDP leader Adrian Dix to go over the platform. I have also met with candidates seeking re-election, including Bill Bennett, Pat Bell and Steve Thompson, Norm McDonald and Bob Simpson. The responses that I have received from leaders and candidates so far have been appreciative of the constructive, non-partisan approach UBCM is taking.

If you and the members of your Council have not yet had a look at the platform, I encourage you to do so by visiting our website (www.ubcm.ca). My hope is that this resource will support your outreach to local candidates, and that together we can make sure that the future Members of the Legislative Assembly are aware of topics we will be discussing with the next provincial government.

Sincerely,

A handwritten signature in cursive script that reads "Mary Sjostrom".

Mayor Mary Sjostrom
President

**District of Ucluelet
Expenditure Voucher**

G-09/13

Date: May 09, 2013

Page: 1 of 5

CHEQUE LISTING:

AMOUNT

Cheques: # 18884 - # 18998

\$

331,225.88

PAYROLL:

PR # 009/13

61,525.70

\$ 392,751.58

RECEIVED FOR INFORMATION AT MEETING HELD:

May 14, 2013

Jeanette O'Connor
CFO

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
018885	002	19/04/2013	AE003	ACTION EXCAVATING	1638	CEDAR ROAD	11,131.12		11,131.12	
018886	002	19/04/2013	AGS11	AGS BUSINESS SYSTE	717527 717528	MAR/13 COPY COUNT MAR/13 UCC	346.67 171.31		517.98	
018887	002	19/04/2013	AL001	ACKLANDS - GRAINGE	4354 0507729	GAS CYLINDER	360.62		360.62	
018888	002	19/04/2013	AR806	ADAMS ROB	090322A	ADAMS 09 ROPE RESC	120.00		120.00	
018889	002	19/04/2013	BC017	BC HYDRO & POWER A	400002069051	MAR/13	22,269.34		22,269.34	
018890	002	19/04/2013	BP940	BLACK PRESS	41498	MAR/13	963.20		963.20	
018891	002	19/04/2013	BS685	BIRD J STEPHEN	19	D374	2,282.27		2,282.27	
018892	002	19/04/2013	CC719	CASTOR CONSULTANTS	201322	SEAPLANE BASE BOAT	156.80		156.80	
018893	002	19/04/2013	CF265	CLIVE FREUNDLICH,	9094 9095	FREUNDLICH APR01-0 FREUNDLICH ACCOMM.	3,920.00 239.90		4,159.90	
018894	002	19/04/2013	CP300	CRITERION PICTURES	759501 759642	MAR/13 APR/13	18.03 11.20		29.23	
018895	002	19/04/2013	CPA50	PORT ALBERNI CITY	120600	FD MODULE 2,3 & HA	55.00		55.00	
018896	002	19/04/2013	CUPE1	CUPE LOCAL #118	APR/13	APR/13	1,266.31		1,266.31	
018897	002	19/04/2013	DC001	DOLAN'S CONCRETE L	UP70636 UP70634	3/4" ROAD MULCH CE 3/4" ROAD MULCH WO	138.37 376.38		514.75	
018898	002	19/04/2013	DC796	DAVE'S CONTRACTING	249332	LYCHE APR 13/13	4,852.40		4,852.40	
018899	002	19/04/2013	DFC01	DUMAS FREIGHT COMP	15372 23706 23573	FOURSTAR BAR PLASTICS CLEARTECH	31.01 301.71 484.92		817.64	
018900	002	19/04/2013	DT002	TOFINO DISTRICT OF	20130089	FORTUNE RESORT COM	476.18		476.18	
018901	002	19/04/2013	EL048	ERIK LARSEN DIESEL	710333	OIL FILTER	13.16		13.16	
018902	002	19/04/2013	FA898	FORTUNE ABBY	120595		40.90		40.90	
018903	002	19/04/2013	FS004	FOUR STAR WATERWOR	41075	COUPLING, LINERS,	1,549.08		1,549.08	
018904	002	19/04/2013	FW050	FAR WEST FOODS GRO	271119	MOVIE CONCESSION -	27.91		27.91	
018905	002	19/04/2013	GC013	GLOBALSTAR CANADA	4603580	2013 SAT PHONE	752.64		752.64	
018906	002	19/04/2013	GW178	GRAY WHALE DELICAT	501102	JAN/13 BUDGET MEET	140.00		140.00	
018907	002	19/04/2013	I9016	IRVING WILLIAM E.	120597 120598 120596	IRVING -AVICC IRVING WRIGHT MEET IRVING ENVIRONMENT	374.18 30.00 42.40		446.58	
018908	002	19/04/2013	JI072	JUSTICE INSTITUTE	20034151	FIRE FIGHTER II EX	125.00		125.00	
018909	002	19/04/2013	KA001	KOERS & ASSOCIATES	1142-020	111 BAY ST WTP IMP	3,069.36		3,069.36	
018910	002	19/04/2013	KI001	WORLEYPARSONS CANA	107803	MAR/13 2012 OUTFAL	2,954.07		2,954.07	
018911	002	19/04/2013	LC077	LOOMIS EXPRESS	CX7101 017	MAXXAM ANALYTICS	48.24		48.24	
018912	002	19/04/2013	LEVLY	LEE VALLEY TOOLS L	6477369	SPIRINKLER, TIMER,	399.28		399.28	
018913	002	19/04/2013	LY001	YOUNG, ANDERSON	71989	1190122	1,721.38		1,721.38	
018914	002	19/04/2013	MM001	MAGIC MOMENTS SHIR	611985	FD HELMET NAME TAG	80.64		80.64	
018915	002	19/04/2013	ND001	VING VI NEWSPAPER	1302	BOAT LAUNCH	123.48		123.48	
018916	002	19/04/2013	NEL91	NASH EXCAVATING LT	352	PIG LOADER/RECEIVE	90,817.72		90,817.72	
018917	002	19/04/2013	NI001	NORTH ISLAND COLLE	02-688774	LADEROUTE-FEES/BOO	95.53		95.53	

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
018918	002	19/04/2013	NI005	NORTH ISLAND LABOR	85332	101780-01/02	52.50		52.50	
018919	002	19/04/2013	NK002	NIXON, KEVIN	120591	NIXON LIVE FIRE 1	359.96		359.96	
018920	002	19/04/2013	NV785	NOVUS CONSULTING I	4200	MONITOR / AFTER-HO	3,236.80		3,236.80	
018921	002	19/04/2013	PCC71	PHYSIO-CONTROL CAN	113007099	AED SUPPLIES, FIRS	245.50		245.50	
018922	002	19/04/2013	RPI46	ROADPOST INC. T462	RC08016165	APR/13	128.03		128.03	
018923	002	19/04/2013	S9326	SMULDERS MANDALA	120593	SMULDERS MAR 31-AP	1,288.00		1,288.00	
018924	002	19/04/2013	SB304	SCHANTZ BOB	120599	MAR/13	1,160.32		1,160.32	
018925	002	19/04/2013	SI604	SHU IAN	120594	SHU -PD	196.80		196.80	
018926	002	19/04/2013	UC142	UCLUELET CONSUMER'	CO110-2511 CO108-7523	FRUIT, VEG, CHEESE FRUIT, VEG, YOGURT	27.09 15.52		42.61	
018927	002	19/04/2013	UM010	UDELL MARK	120590	UDELL LIVE FIRE 1	183.00		183.00	
018928	002	19/04/2013	UR849	UCLUELET RENT-IT C	15380 15403	HOSE REEL REPLACEM IGNITION MODULE RE	307.00 108.43		415.43	
018929	002	19/04/2013	US398	UCLUELET SECONDARY	120601	2013 SCHOOL TRIP	1,000.00		1,000.00	
018930	002	19/04/2013	UV145	UCLUELET VIDEO SER	APR/13	APR/13	41.33		41.33	
018931	002	19/04/2013	WC168	WORKSAFE BC	Q1-2013	Q1/13	5,137.41		5,137.41	
018932	002	19/04/2013	WK798	KENDALLWOOD	53	TSUNAMI DEBRIS MED	1,680.00		1,680.00	
018933	002	26/04/2013	AL001	ACKLANDS - GRAINGE	43540508059 43540508054	GLOVES/BATTERIES/S GLOVES/BATTERY	807.14 201.10		1,008.24	
018934	002	26/04/2013	CCH01	CYNAMOKA COFFEE HO	311512 311513 311510	LVI MEETING HIGHER EDUCATION M MIN OF TRANSPORTAT	23.10 55.13 124.32		202.55	
018935	002	26/04/2013	FS004	FOUR STAR WATERWOR	41097 41107	HEMLOCK MAIN CEDAR & BAY	1,008.10 599.26		1,607.36	
018936	002	26/04/2013	FW050	FAR WEST FOODS GRO	271244	GARBAGE BAGS	57.86		57.86	
018937	002	26/04/2013	HR865	MPC CONSULTING LTD	UCL-13 INV07 UCL-12 INV14	MATTERSON RES. 4321 UPGRADE	12,687.85 10,780.00		23,467.85	
018938	002	26/04/2013	JI072	JUSTICE INSTITUTE	20034281	REFERENCE GUIDES	20.00		20.00	
018939	002	26/04/2013	LOI04	LIESCH OFFICE INTE	120604	COMPUTER MOUNT	293.44		293.44	
018940	002	26/04/2013	MM001	MAGIC MOMENTS SHIR	611987	SALLY MOLE NAME PL	16.80		16.80	
018941	002	26/04/2013	ND001	VING VI NEWSPAPER	1366		137.70		137.70	
018942	002	26/04/2013	PC285	PETTY CASH - BARBA	APR/13	APR/13 PETTY CASH	161.85		161.85	
018943	002	26/04/2013	RD205	ALBERNI-CLAYOQUOT	APR/13	MFA 117-1	31,655.00		31,655.00	
018944	002	26/04/2013	SC006	SOFTCHOICE CORPORA	3335064	COMPUTER TOWER	876.41		876.41	
018945	002	26/04/2013	SI604	SHU IAN	126605		1,213.60		1,213.60	
018946	002	26/04/2013	TU428	TOURISM UCLUELET	120108R 120212R 120381R 120425R 120452R 120381A 120425A 120452A 120325R	REVERSE ERRONEOUS REVERSE ERRONEOUS REVERSE ERRONEOUS REVERSE ERRONEOUS REVERSE ERRONEOUS RE-ENTER JULY 2012 RE-ENTER AUG 2012 RE-ENTER SEPT 2012	7,132.35- 11,820.76- 27,005.01- 55,209.20- 21,240.44- 27,005.01 55,209.20 21,240.44 36,273.88-		17,318.33-	

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
					2010GST/HST 2011 HST	2010 GST/HST ON TU	16,442.85 21,465.81			
018947	002	26/04/2013	TU428	TOURISM UCLUELET	NOV/11A 120108A 120212A 120497A 2012 HST 01-1	NOV 2011 GRANT RE- RE-ENTER DEC 2011 RE-ENTER FEB & MAR RE-ENTER OCT 2012	1,362.21 7,132.35 11,820.76 6,963.08 20,177.02		47,455.42	
018948	002	26/04/2013	UC142	UCLUELET CONSUMER'	C0102 4652	GARBAGE BAGS, SNAC	30.96		30.96	
018949	002	26/04/2013	UD806	UKEE DOGS EATERY	47	SCH MEETING	80.59		80.59	
018950	002	26/04/2013	WE774	WAVELENGTH ELECTRI	130	LIGHTS AT INNER BO	852.07		852.07	
018951	002	26/04/2013	WI219	WALCO INDUSTRIES L	20244	APR/13 BROWNS	280.00		280.00	
018952	002	03/05/2013	AE003	ACTION EXCAVATING	1641	ESCAVATING	4,743.38		4,743.38	
018953	002	03/05/2013	AL001	ACKLANDS - GRAINGE	43540508368	TRAFFIC CONES	284.93		284.93	
018954	002	03/05/2013	AVI01	AVICC	2013-67	2013 AVICC DUES	220.50		220.50	
018955	002	03/05/2013	BC700	BC LIFE	MAY/13	MAY/13 PREMIUMS	2,468.78		2,468.78	
018956	002	03/05/2013	C9194	CANNON WARREN	120613	CANNON-BCWWA CONF	1,505.45		1,505.45	
018957	002	03/05/2013	CE004	CORPORATE EXPRESS	32689265	OFFICE SUPPLY	366.92		366.92	
018958	002	03/05/2013	CF005	COLUMBIA FUELS	447833	LUBRICANTS	128.80		128.80	
018959	002	03/05/2013	COOP	UCLUELET CONSUMER'	120614	APR/13	250.00		250.00	
018960	002	03/05/2013	CP300	CRITERION PICTURES	759641	MOVIE	11.20		11.20	
018961	002	03/05/2013	DC001	DOLAN'S CONCRETE L	UP71607 UP35448 70637 UK33723 UP70613 UP70641 UP70642 UK33724	ROAD MULCH ROAD MULCH COMMERCIAL CONCRET WORK YARD MULCH ROAD MULCH ROAD MULCH CONCRETE	418.92 1,647.80 179.34 215.21 400.97 210.93 171.34 615.02		3,859.53	
018962	002	03/05/2013	DC796	DAVE'S CONTRACTING	249333	APR 15-26 UPGRADE	9,897.57		9,897.57	
018963	002	03/05/2013	DFC01	DUMAS FREIGHT COMP	15368 15356	4 STAR PIPES 4 STAR PALLETS	95.21 64.93		160.14	
018964	002	03/05/2013	EM002	EAGLE MARINE LTD.	447835	TUBES JET LUBE	128.80		128.80	
018965	002	03/05/2013	FC000	FICK COURTNEY	120610	FICK-GLEE-WINTER/1	246.00		246.00	
018966	002	03/05/2013	FC006	FINNING (CANADA)	941627908	SPRING AS	339.32		339.32	
018967	002	03/05/2013	FW050	FAR WEST FOODS GRO	271332	W/R SUPPLIES	376.90		376.90	
018968	002	03/05/2013	KI245	KINVIG IVY	120612	KINVIG-MAR 25-MAY	500.00		500.00	
018969	002	03/05/2013	KM085	KAISER, MARIA	120608	KAISER-MAR/APR DRO	109.67		109.67	
018970	002	03/05/2013	KS073	TOTAL DELIVERY SYS	150687	NORTH ISLAND LAB A	59.20		59.20	
018971	002	03/05/2013	L9346	LYONS GEOFF	120617	LYONS MARINE RENEW	446.45		446.45	
018972	002	03/05/2013	LBG73	LONG BEACH GUTTERS	205189	MARINE DR PUMPHOUS	731.85		731.85	
018973	002	03/05/2013	LMDG4	LMDG BUILDING CODE	32556	11-339 PROJECT	1,470.03		1,470.03	
018974	002	03/05/2013	LP638	LARKIN PETER	120615	LARKIN-REIMBRSEMEN	156.80		156.80	
018975	002	03/05/2013	M9355	MOLE SALLY	120616	MOLE-AVICC	397.18		397.18	



Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
018976	002	03/05/2013	MH004	MATTERSON HOUSE RE	38	CPR/AED LUNCH FIRE	110.60		110.60	
018977	002	03/05/2013	M1224	MUNICIPAL INSURANC	22346	MIA2013	18,434.00		18,434.00	
018978	002	03/05/2013	MS170	REVENUE SERVICES O	MAY/13	APR/13	2,547.50		2,547.50	
018979	002	03/05/2013	ND001	VING VI NEWSPAPER	1423 1392	PARCEL TAX AD WESTERLY	78.50 237.68		316.18	
018980	002	03/05/2013	NI005	NORTH ISLAND LABOR	85519 85413	HWY RES HELEN RD L HELEN RD	52.50 204.75		257.25	
018981	002	03/05/2013	OJ003	O'CONNOR JEANETTE	120606	O'CONNOR REIMB	57.09		57.09	
018982	002	03/05/2013	PB104	PIONEER BOAT WORKS	68105	MCDIARMID-BOOTS	111.95		111.95	
018983	002	03/05/2013	PC381	PETRO CANADA PRODU	970090 970118 971032 971339 8882 APR/13 974066 973828 8882 APR/13 C 8889 APR/13 8890 APR/13 8893 APR/13	GENERATOR HELEN GENERATOR LSCA #3 #10 APR/13 DISCOUNT #1 APR/13 #3 APR/13 MAR/13 CREDIT CHAR APR/13 DISCOUNT APR/13 DISCOUNT APR/13 DISCOUNT	500.00 500.00 135.10 140.00 1.46- 128.00 120.00 4.13 15.35- 37.94- 1.28-		1,471.20	
018984	002	03/05/2013	PC381	PETRO CANADA PRODU	969996 970219 969918 969999 970936 970208 970447 970940 970263 8890 APR/13 C 8889 APR/13 C	#2 #8 MAR/13 #12 #8 #13 #14 #9 #0484 MAR/13 MAR/13 CREDIT CHAR MAR/13 CREDIT CHAR	70.00 59.96 72.98 100.00 20.00 60.00 100.00 64.88 60.00 70.25 28.93		707.00	
018985	002	03/05/2013	PC381	PETRO CANADA PRODU	972202 972348 972345 972362 972556 972231 972200 971068 971344 971341 971694	#2 #5 #12 #3 #8 MAR/13 #13 #14 #12 #12 #8 #0484	65.00 50.00 67.92 20.00 60.01 20.00 60.00 76.87 80.00 71.25 65.00		636.05	
018986	002	03/05/2013	PC381	PETRO CANADA PRODU	972805 972881 974964 974605 974030 975125 974016 973901 973827 974533 975153	#14 #9 #13 APR/13 R1 APR/13 #2 APR/13 APR/13 #10 APR/13 #10 APR/13 #4 APR/13 #2 APR/13 #3 APR/13	60.00 100.00 20.00 86.06 62.48 74.87 56.13 100.00 100.00 75.65 70.00		805.19	
018987	002	03/05/2013	PC381	PETRO CANADA PRODU	975254 975192	#5 APR/13 APR/13	65.00 95.11		160.11	
018988	002	03/05/2013	RGFRT	RICK GEDDES FIRST	72	FIRE DEPT CPR/AED	875.00		875.00	
018989	002	03/05/2013	RL068	RIVERA LYVIER	120609	RIVERIA-APR/13 PUN	360.64		360.64	
018990	002	03/05/2013	S9326	SMULDERS MANDALA	120607	SMULDERS-YOUTH CON	1,635.20		1,635.20	

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
018991	002	03/05/2013	SP468	SOLERA PERFORMING	120611	SOLERA-BALLET WINT	233.70		233.70	
018992	002	03/05/2013	TS296	TORRY AND SONS PLU	46713	FIRE PROTECTION TE	7,046.55		7,046.55	
018993	002	03/05/2013	UR849	UCLUELET RENT-IT C	15516 15503 15596	SHUTOFF REPAIR TO MOWER PULL CORD JAMMED	12.73 23.41 65.77		101.91	
018994	002	03/05/2013	BIS25	BUSINESS INTERIORS	22881	PR CABINET	2,129.12		2,129.12	
018995	002	03/05/2013	CGISC	CGIS CENTRE	41395	MAY/13	349.23		349.23	
018996	002	03/05/2013	DFC01	DUMAS FREIGHT COMP	18185 15370	BARREL RETURN PLASTIC WYE/RUB GA	182.44 50.48		232.92	
018997	002	03/05/2013	KS073	TOTAL DELIVERY SYS	148093	NORTH ISLAND LAB	57.06		57.06	
018998	002	03/05/2013	PB002	PACIFIC BLUE CROSS	MAY/13 ER MAY/13 EE	MAY/13 MAY/13	1,824.27 2,261.99		4,086.26	
Total:							331,225.88	0.00	331,225.88	

*** End of Report ***

DISTRICT OF UCLUELET

BYLAW NO. 1155, 2013

"A Bylaw for the Levying of Taxation Rates for Municipal, Debt, Regional Library, Regional Hospital, and Regional District Purposes for the year 2013"

WHEREAS the *Community Charter* requires a Council to, by bylaw, impose property value taxes for the year by establishing tax rates;

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

Title

1. This bylaw may be cited as "Annual Tax Rates Bylaw No. 1155, 2013".

Tax Rates

2. The following taxes rates are hereby imposed and levied for the year 2013:
 - I. General Municipal Purposes - For all lawful General Municipal purposes of the municipality on the value of land and improvements taxable for general municipal purposes, rates appearing in Column I of Schedule "A" attached hereto and forming a part of this bylaw.
 - II. General Municipal Debt - For Debt purposes on the value of land and improvements taxable for general municipal purposes, rates appearing in Column II of Schedule "A" attached hereto and forming a part of this bylaw.
 - III. Regional District Purposes - For purposes of the Regional District of Alberni-Clayoquot on the value of land and improvements taxable for regional district purposes, rates appearing in Column III of Schedule "A" attached hereto and forming a part of this bylaw.
 - IV. Regional Hospital District - For Hospital purposes on the value of land and improvements taxable for regional hospital district purposes, rates appearing in Column IV of Schedule "A" attached hereto and forming a part of this bylaw.
 - V. Library - For Library purposes on the value of land and improvements taxable for regional library purposes, rates appearing in Column V of Schedule "A", attached hereto and forming a part of this bylaw.

Effective Date

3. The aforementioned rates and taxes shall be considered to have been imposed on and from the first day of January 2013.

Terms of Payment and Penalties

4. The aforementioned rates and taxes shall be due and payable at the municipal office of the District of Ucluelet, at Ucluelet in the Province of British Columbia.
5. There shall be added to the unpaid taxes levied for the year 2013, in respect of each parcel of land and improvements thereon on the real property tax roll, five percent (5%) of the amount unpaid as of the third day of July, 2013, and an additional five percent (5%) on the first day of October, 2012.

READ A FIRST TIME this 9th day of **MAY, 2013**

READ A SECOND TIME this 9th day of **MAY, 2013**

READ A THIRD TIME this 9th day of **MAY, 2013**

ADOPTED this **xx** day of **Month, 2013**

CERTIFIED CORRECT; "Annual Tax Rates Bylaw No. 1155, 2013".

Bill Irving
Mayor

Andrew Yeates
Corporate Officer

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

Andrew Yeates
Corporate Officer

Bylaw No. 1155, 2013**District of Ucluelet****Schedule A**

2013 Tax Rates (Dollars of Tax per \$1,000 Taxable Value)

	I	II	III	IV	V
Property Class	General Municipal	Debt	Regional District of Alberni Clayoquot	Regional Hospital District	Library
Residential	4.1361	0.2559	0.4381	0.3439	0.1653
Utilities	37.6713	2.3287	1.5333	1.2035	1.1299
Business Other	11.3093	0.6997	1.0733	0.8424	0.452
Recreation/Non- Profit	7.3804	0.4568	0.4381	0.3439	0.2949

District of Ucluelet
Bylaw No. 1153, 2013

A bylaw to establish a Marine Debris Reserve Fund

WHEREAS the District of Ucluelet wishes to establish a Reserve Fund for the provision of Ucluelet's Marine Debris Program, a strategy which includes addressing potential marine debris from the March 11, 2011 Japanese earthquake and tsunami.

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

There shall be and is hereby established a reserve fund under the provisions of Section 188 of the *Community Charter*, to be known as the District of Ucluelet "Marine Debris Reserve Fund". The following shall apply to all funds collected by the District of Ucluelet for the collection, separation and sorting, storage, processing, and transporting of marine debris into existing recycle systems (i.e., marine debris end-of-life cycle). The Marine Debris Reserve Funds can also be applied to the District of Ucluelet's National Oceanic Atmospheric Administration scientific monitoring plot, community and visitor clean-up programs, response and recovery planning, establishment and development of specialized clean-up teams, regional networking, educational programs and seminars, and a communications plan.

1. Money collected, or as otherwise provided from time to time, specifically for Ucluelet's Marine Debris Program will be paid into the Marine Debris Reserve Fund.
2. The moneys set aside shall be deposited in a separate bank account and until required to be used may be invested in the manner provided for by the *Community Charter* and/or *Local Government Act*.
3. Moneys in the Reserve Fund shall only be used for expenditures for the collection, separation and sorting, storage, processing, and transporting of marine debris into existing recycle systems (i.e., marine debris end-of-life cycle). The Marine Debris Reserve Funds can also be applied to the District of Ucluelet's National Oceanic Atmospheric Administration scientific monitoring plot, community and visitor clean-up programs, response and recovery planning, establishment and development of specialized clean-up teams, regional networking, educational programs and seminars, and a communications plan addressing Ucluelet's Marine Debris Program.

Administrative Provisions

4. This bylaw may be cited as District of Ucluelet "Marine Debris Reserve Fund Bylaw No. 1153, 2013".

READ A FIRST TIME this 23rd day of **APRIL, 2013**

READ A SECOND TIME this 23rd day of **APRIL, 2013**

READ A THIRD TIME this 23rd day of **APRIL, 2013**

ADOPTED this xx day of **Month, 2013**

A TRUE AND CORRECT COPY of "Marine Debris Reserve Fund Bylaw No. 1153, 2013."

B-2 (a)

Mayor
Bill Irving

Corporate Officer
Andrew Yeates

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

Corporate Officer
Andrew Yeates

DISTRICT OF UCLUELET

Bylaw No. 1154, 2013

A Bylaw to Adopt a Five-Year Financial Plan
For the Period 2013 to 2017 inclusive

WHEREAS the *Community Charter* requires a Municipality to prepare and adopt a financial plan, by bylaw, before May 15th in each year.

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

1. Schedules "A", "B", and "C" attached hereto and forming part of this Bylaw are hereby declared to be the Five Year Financial Plan of the District of Ucluelet for the years 2013 to 2017.
2. It shall be lawful for the Chief Financial Officer to pay from time to time the amounts which become necessary to the services and debt requirements mentioned in Schedule "A", attached hereto and forming part of this Bylaw.
3. All payments from Municipal Revenue for the current year made prior to the passage of this Bylaw are hereby ratified and confirmed.
4. This Bylaw may be cited for all purposes as the "**District of Ucluelet Five Year Financial Plan Bylaw No. 1154, 2013.**"

READ A FIRST TIME this 23rd day of **APRIL, 2013**

READ A SECOND TIME this 23rd day of **APRIL, 2013**

READ A THIRD TIME this 23rd day of **APRIL, 2013**

ADOPTED this **xx** day of **Month, 2013**

RECONSIDERED, FINALLY PASSED AND ADOPTED by the Municipal Council, signed by the Mayor and the Corporate Officer, and sealed with the Seal of Corporation this xx day of xxx, 2013

Bill Irving
Mayor

Andrew Yeates
Corporate Officer

"Schedule "A"
 "District of Ucluelet 2013 - 2017 Five Year Financial Plan
 Bylaw No. 1554, 2013"

	2013 Forecast	2014 Forecast	2015 Forecast	2016 Forecast	2017 Forecast
REVENUE					
Property Taxes	\$2,451,069	\$2,524,600	\$2,600,340	\$2,678,350	\$2,758,700
1% UTILITY TAXES	36,500	37,500	38,000	39,000	39,000
Federal/Provincial in place of taxes	53,000	53,500	54,000	55,000	55,000
Taxes	2,540,569	2,615,600	2,692,340	2,772,350	2,852,700
Sale of services	805,755	806,034	818,494	835,356	847,110
Penalties and Interest earned	137,150	137,150	137,150	137,150	137,150
Grants and donations	730,605	242,615	222,625	222,635	222,645
Deferred revenues recognized (DCC, other)	1,124,400	266,400	191,400	168,900	63,900
Water sale of services	614,500	625,400	636,000	646,820	658,050
Sewer sale of services	495,000	502,400	509,940	517,640	525,490
Total revenue	6,447,979	5,195,599	5,207,949	5,300,851	5,307,045
EXPENSE					
Interest payments	83,360	83,360	83,360	83,360	83,360
Amortization expenses	970,000	970,000	970,000	970,000	970,000
General Government	1,187,121	1,067,971	1,041,253	953,805	974,624
Protective services	330,762	315,760	320,110	321,970	329,640
Transportation services (incl. SCH)	584,257	572,914	591,008	593,479	611,848
Environmental health (Garbage/recycling))	35,543	36,150	36,780	37,420	38,060
Harbour	293,378	293,510	296,154	297,811	299,981
Cemetery	17,378	17,620	17,870	18,120	18,500
Environmental development (Planning)	285,973	258,100	250,780	319,540	256,370
Recreation and cultural services	971,214	1,015,303	1,002,172	1,022,986	1,048,612
Water operations	447,210	465,164	352,714	348,834	357,854
Sewer operations	194,747	190,314	192,934	196,594	202,304
Total expense	5,400,943	5,286,166	5,155,135	5,163,919	5,191,153
	17.49%	-2.13%	-2.48%	0.17%	0.53%
Surplus (deficit) carry forward to page 2	\$1,047,036	(\$90,567)	\$52,814	\$136,932	\$115,892

"Schedule "A"
 "District of Ucluelet 2013 - 2017 Five Year Financial Plan
 Bylaw No. 1554, 2013"
 (page 2)

	2013 Forecast	2014 Forecast	2015 Forecast	2016 Forecast	2017 Forecast
Surplus (deficit) brought forward from page 1	\$1,047,036	(\$90,567)	\$52,814	\$136,932	\$115,892
ADD					
Add back amortization	970,000	970,000	970,000	970,000	970,000
Long term debt (and lease recognition) proceeds	135,000	25,000	125,000	-	500,000
Transfers from (to) equity accounts	624,598	211,553	(29,690)	(376,988)	(384,268)
Total additions	1,729,598	1,206,553	1,065,310	593,012	1,085,732
DEDUCT					
Principal payments debt	124,634	136,486	150,624	140,444	166,624
<u>Acquisitions of tangible capital assets</u>					
General Fund:					
Administration/Finance	282,000	20,000	20,000	-	-
Protective services	55,000	20,000	41,000	-	500,000
Transportation services	289,000	260,000	330,000	90,000	85,000
Enviro Health: Cemetery	24,500	11,000	13,500	12,500	7,500
Enviro Dev: Planning	-	15,000	15,000	-	-
Recreation	61,000	49,000	13,500	80,000	-
Parks	276,500	74,500	24,500	57,000	32,500
Culture	175,000	5,000	-	-	-
Total General Fund	1,163,000	454,500	457,500	239,500	625,000
Water Fund	1,329,000	175,000	260,000	200,000	260,000
Sewer Fund	160,000	350,000	250,000	150,000	150,000
Acquisitions of tangible capital assets	2,652,000	979,500	967,500	589,500	1,035,000
Total deductions	2,776,634	1,115,986	1,118,124	729,944	1,201,624
Financial Plan Balance: Surplus (Deficit)	\$0	\$0	\$0	\$0	\$0

"Schedule "B"
 "District of Ucluelet 2013 - 2017 Five Year Financial Plan
 Bylaw No. 1554, 2013"

Proportions of Total Revenue

Revenue Source	% of Total Revenue
Property Value Taxes	47.7%
Parcel Taxes	3.6%
User Fees & Charges	32.4%
Other Sources	16.3%
Proceeds from Borrowing	0.0%
TOTAL	100.0%

Distribution of Property Tax between Property Classes

Tax Revenue Source	% of Total Tax Revenue
Residential (1)	63.2%
Utilities (2)	0.5%
Business (6)	35.5%
Recreation/Non-Profit (8)	0.8%
TOTAL	100.0%

"Schedule "C"
"District of Ucluelet 2013 - 2017 Five Year Financial Plan
Bylaw No. 1554, 2013"

Use of Permissive Exemptions

The District of Ucluelet applies the concepts of the Community Charter when Granting Permissive Exemptions. The District Council recognizes there are organizations in our community which further Council's objectives of an enhanced quality of life for community residents, and that these services are delivered at the most economical rates. The purpose for the exemptions is stated as follows:

"Council recognizes there are organizations and groups in our community who provide worthwhile programs and services to our residents. It is in the best interest of the community to ensure these services continue to be provided. Given the lack of resource funding for some organizations and projects it is our belief that we can support our community by offering a limited dollar amount of grants to be considered each year. A municipality cannot be expected to support those organizations that provide services, which in our opinion are in the area of responsibility held by senior levels of government."

SMALL CRAFT HARBOUR ADVISORY MEETING
April 4, 2013 at 7:30 pm
Activity Room One, Ucluelet Community Centre
500 Matterson Drive, Ucluelet BC

Commission Members Present:

Lawrence Charnell
Dave Christensen
Peter Larkin
Shelly LaRose
Richard Parlee

Staff Present:

Mayor Bill Irving
Councillor Sally Mole
Harbour Manager Steve Bird
Recording Secretary Barb Millar

CALL TO ORDER:

Chair Parlee called the meeting to order at 7:32 pm.

Mayor Irving introduced Councillor Mole to the as the new Council representative.

APPROVAL OF MINUTES

Moved by Commissioner Charnell, seconded by Commissioner Larkin to adopt the minutes of December 6, 2012 as presented.

CARRIED

BUSINESS OUT OF MINUTES:

N/A

C-1

Request from Hank Griffin

Moved by Commissioner Christensen, seconded by Commissioner Larose to receive C-1 for discussion.

CARRIED

Moved by Commissioner Christensen, seconded by Commissioner Charnell to recommend the Harbour Authority create a policy for reserved berthage which includes the following points:

- *The agreement is between the owner of the vessel(s) and the District of Ucluelet, not between the vessel and the District of Ucluelet.*
- *Reserved berthage is non-transferable.*
- *Reserved berthage will have a minimum time frame of four month tenure ; renewable on a year by year basis.*
- *Prior occupancy has first option (right of first refusal) on a reserved spot in the next calendar year – option must be exercised by April 1 of each year.*
- *Prepayment for berthage is required to be received by April 1 of each year.*
- *Any additional operators or different vessels must go to the end of the waiting list for reserved berthage.*
- *Maximum size is 28 feet OAL on the fingers.*

CARRIED

R-1 Preliminary Report from Kattie Rattan RE: Harbour Projects

Moved by Commissioner Christensen, seconded by Commissioner LaRose to receive R-1 for discussion.

CARRIED

NEW BUSINESS**COAST GUARD AUXILLARY**

Moved by Commissioner Charnell, seconded by Commissioner LaRose to recommend to the Harbour Authority the Coast Guard Auxiliary boathouse be relocated to the inside finger of Whiskey dock.

CARRIED

PUBLIC BOAT LAUNCH

- Mayor Irving advised any concerns or questions regarding the launch are to be addressed to the District Office staff; the appropriate department would be assigned the inquiry on a case by case basis.
- Signage for the boat launch and trailer parking options are being investigated.
- Discussion regarding making a recommendation for naming of the boat launch was tabled to the next meeting.

INNER BOAT BASIN SIGNAGE

- Mayor Irving advised a new sign is being researched to replace the "Welcome" sign in the inner basin.

UPDATE FROM COUNCILLOR MOLE

- Councillor Mole advised there are seven applicants for the Harbour Manager position and the hiring committee hopes to short-list and start interviews next week.

COMMISSIONER LESLIE

- Commissioner Leslie resigned from the Advisory February, 2013.
- Mayor Irving took a photograph of the assembled group to send to Mr. Leslie at Tofino General Hospital.

NEXT MEETING: June 6, 2013

Chair Parlee adjourned the meeting at 8:50 pm.

HARBOUR ADVISORY COMMISSION - SPECIAL MEETING

April 22, 2013 at 7:30 p.m.
Activity Room One, Ucluelet Community Centre
500 Matterson Drive, Ucluelet B.C

COMMISSION MEMBERS PRESENT:

Rich Parlee
Roger Gudbranson
Peter Larkin
Shelly LaRose

STAFF PRESENT:

Andrew Yeates, CAO
Sally Mole, Council Liaison
Morgan Dossall, Recording Secretary

CALL TO ORDER: Chair Rich Parlee called the meeting to order at 7:32 pm.

APPROVAL OF MINUTES: N/A

PUBLIC INPUT/DELEGATIONS & PETITIONS: N/A

CORRESPONDENCE:

C-1 Letter of Resignation: Dave Christensen

INFORMATION ITEMS: N/A

DISCUSSION ITEMS: N/A

REPORTS: N/A

NEW BUSINESS:

- ❖ Review of the Harbour Advisory Commission Terms of Reference and Bylaw
- ❖ Harbour Manager Contract

Commission consensus that recommendations from meetings be passed to next occurring Regular Council meetings via Council Liaison, Sally Mole, for immediate consideration by Council.

Andrew Yeates, CAO, left the meeting at 7:54 pm.

- ❖ Commissioner LaRose read a self-authored letter in support of former Harbour Master, Steve Bird, as well as provided a package of documents, letters and clippings from past years endorsing same.
- ❖ Commissioner Larkin and Chair Parlee expressed their full support of Commissioner LaRose's letter for the record.

NEXT MEETING: June 6, 2013

ADJOURNMENT: The meeting was adjourned at 8:29pm.

emailed to
Council (Andrew)

COM-2 (c)

APR 17 2013

District of Ucluelet

0540-20 HAC

April 17, 2013

Harbour Authority
District of Ucluelet

Please consider this my resignation from the Harbour Advisory Commission (HAC) effective immediately.

I have just been informed that Steve Bird has not been rehired as Harbour Manager and while I obviously do not have all the inside information on this decision I do know that Steve has done an outstanding job for many years in that position. The Small Craft Harbours' facilities are in excellent shape and that is in large part due to the job Steve has done.

I find it incredible that the District has a Harbour Advisory Commission but never asked us for our input on how we thought things were going at the facility prior to such a major change. It seems to me the HAC's only role is to fulfill a mandate set out by Small Craft Harbours for the Harbour Authority to have such an advisory. The Harbour Authority obviously chooses to work in a vacuum without input from the HAC so I see no reason to waste my time on the HAC.

I wish the new harbour manager well, especially considering the shoes he is going to have to fill and the bosses he is going to have to work for.

Yours truly,



Dave Christensen

I.HAC

Council has acted without reference to the knowledge base, experience or concerns of this group. It would be naïve to think a change in management of our harbour would not effect our commitment and sense of worth in contributing to the administration of the harbour. The resignation of valuable members highlights this dismissive attitude.

Impulsive , poorly informed and politically motivated decisions have plagued the HA in years past and if some answers could be provided then myself and the other volunteers can feel we are valued here.

-Were there deficiencies in Steve Birds performance? Why was this group not aware nor made aware?

-Why was this change made now ,at the start of the busy season? Ucluelet SCH being the third busiest in B.C. and busier yet with closure of Toquart.

-What transition planning is there? What portion of the harbour budget will be affected in transferring or replacing business knowledge, skills, connections with user groups and other stake holders?

- Does the new manager have knowledge of the user groups, stake holders, the contentious issues, and the ongoing problems and his role?

- Does the new manager have clear goals and awareness of expectations?

-What does the new harbour manager bring to the meetings and work of the HAC that will replace 20 years of knowledge and connections. (Calling on Steve for information has been an powerful resource. DFO in Ottawa planned to down grade our facilities, one of Steve's contacts gave him a heads up and he was able to show them we were one of the busiest on the coast.)

-Specifically, does the new contract include the need for a vessel, diving and other personal equipment and necessary skills in the performance of inspection, maintenance, salvage and recovery, movement and towing of vessels, and pollution and safety related duties, which all contribute to the efficiency of the harbour, and the amount of money it adds to the SCH budget.

-Is the new manager required to put in the time it takes to move vessels so all users are served and for special groups.(Van Isle 360, Norpac, Riviera, etc.) necessitating longer hours in the high season.

2. Harbour patron.

Many of the points above also apply to me. I have kept a vessel in the harbour for 10 years and visited by boat for 20 years before that. My concerns are with any loss of services that I have paid for and come to expect with my moorage contract. My concerns are also for the safety of my boat in care of someone with no marina management experience.

- Can the the new manager provide the experienced vigilance on the docks for safety and security of patrons and vessels? Weather, pump failures, dock lines, dock condition ,problem boats, theft are just some of the things I count on managers to be aware of.

- Can the new manager provide the familiarity with moving and towing all types of boats that gives me confidence in mooring my boat? Marinas, particularly linear docks. pose risks to vessels when moved and rafted, which is continuously needed in this facility to allow local and transient boats to tie up.

3. Tax payer and business owner

I am most concerned that these docks continue to be a town asset .The revenue from operations in recent years has provided a contingency fund and encouraged the DFO to allocate much delayed maintenance and improvement funds. I can only hope the change in direction of the Harbour Authority regarding business plans and management does not jeopardize this relationship.

Steve Bird's tenure as harbour manager made him an ambassador for the town. The district's own advertising bears this out. I expect the promotion of the town will suffer from his absence. The question on the docks this summer will be " What happened to Steve ?" The answer could be " politics," or maybe a popularity contest that wasn't in the best interest of the harbour. Given these issues and lack of consideration for the transition it would also appear as if the new manager has been set up for failure.



Shelly LaRose



Inlet, a long narrow passage and busy waterway that's been occupied for millennia. All along its western shore boaters will find square metal-clad canneries, a collection of docks—some commercial for the numerous fish boats that are still afloat, some hosting marine supply places where visiting yachties can get most repair items, charts and fishing gear.

The name "Ucluelet" (pronounced "you-cloo-let") is derived from the Yuu-thuth-ah't First Nations group—hence the present-day

name—who are part of the Nuuch-a-nulth Tribal Council. According to the *Encyclopedia of Raincoast Place Names*, "Ucluelet" translates as "people with a safe landing place for canoes."

Ucluelet Small Craft Harbour

It was also a safe landing place for us as we moored at the Ucluelet Small Craft Harbour. We were warmly welcomed by the irreplaceable Steve Bird, the Ucluelet Harbour Manager. He rides his mountain



Photo above - The wild coast with many tidal pools full of sea life. Photo right - A traditional wooden fishboat recalls the glory days of commercial fishing.

bike up and down the docks and cheerfully—and continually—addresses everyone aboard every boat. You can make a reservation (250-726-4241, or birdsbay@telus.net) and rafting is allowed, even encouraged when slips get tight. The marina offers the standard services like laundry and showers, as well as intermittent Internet. When I asked Steve how to get the Internet to hook up better, he just shrugged. "We used to charge for an Internet connection," he said. "But I got tired of having to make refunds for non-reception, that we decided to offer it for free. If you get it, great. If not, tough." I found the best connection in the laundromat so while I waited for the machines to finish spinning, I answered and deleted a host of emails.

I also went outside to investigate the noise in the parking lot. There, a hefty fellow clad in a dirty checked shirt and an iridescent safety vest was sorting aluminum cans and plastic and glass bottles into different containers. In BC, you pay a fee for all drinking utensils except milk cartons. That deposit is returned when you turn them in at a recycling depot. But there are some people, especially boaters with limited space aboard and far from a "returnable" place, who leave their cans and bottles in the bins at the marina. That's where Randy Wells



Photo above - The Uchelet fishing fleet on a misty day.

of the Gentleman's Club comes in. "I'm on disability, you see," he told me. "So I created this little business and recruited some people to help out. Some of these guys have a bit of a problem with mental health or addictions. But it gives them something worthwhile to do and to get a supplement to their

pensions or whatever. I call it 'supporting those supporting others.' So we keep some folks employed and we keep the place clean by recycling all this stuff." He turned, happily allowed me to photograph

him and went back to sorting. He hefted some pretty heavy bins, which did make me wonder what kind of disability he suffers from. Steve Bird confirmed that Randy and his gentlemen provide a real



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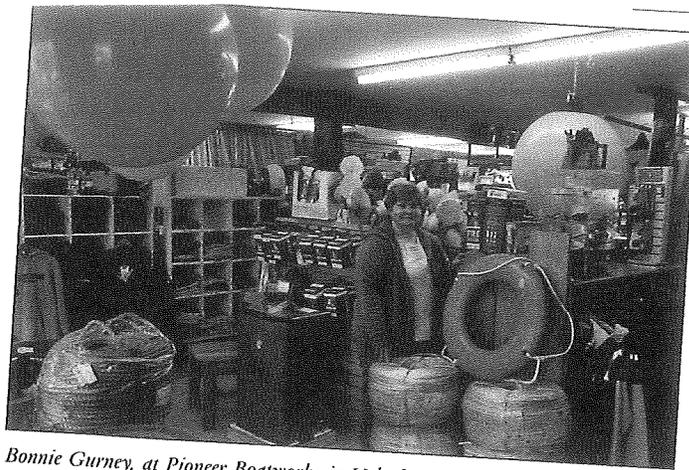
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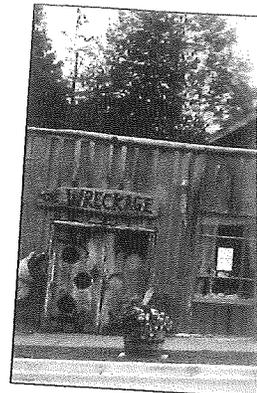
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Bonnie Gurney, at Pioneer Boatworks in Ucluelet, carries a large stock of just about everything a cruising boater might need.



The

rade of commercial fish boats that ignored Whistle Buoy Y42 and instead entered along the Amphitrite Point shoreline, leaving the 1.6-meter-deep shoal to starboard and Buoy Y43 to port. We would like to try that route sometime, especially if the weather were good. We would wait to follow local boats, though, just to be safe.

Ucluelet. Use Chart 3646; 3671. (Pronounced "You-CLOO-let.") With moorage, fuel, provisions,

repairs and good dining, the village of Ucluelet is the commercial center of Barkley Sound. The channel leading into Ucluelet (pop. approximately 1800) is well buoyed. Following the rule of Red, Right, Returning, you will have no problems. Spring Cove, to port a short distance inside the channel, is where fish boats used to discharge their catches. The plant deep in the cove is closed and the docks are posted with No Trespassing signs. Spring Cove is a good

anchorage.

Three fuel docks once located along this channel vying for fish boat business. the commercial salmon fishing backs, only the Eagle Marine dock remains. Small public docks are on the town side of the bay. They are used by large commercial fish boats, and none of docks appeals to us. The Ucluelet Native Band has developed a marina on the east side of the inlet across from town.

West of the north tip of Lye Island, the Ucluelet Small Craft Harbour is the principal marina and is the one we recommend. The Oak Bay Marine Group's *Canadian Princess*, a large white former Canadian Hydrographic Service survey vessel made into a floating hotel and restaurant, is moored in the marina permanently. The ship is part of a major sportfishing resort that has several charter boats. The boats depart early in the morning filled with eager (if bravely overhung) fishermen, and return in the afternoon. At night the entertainment areas on the *Canadian Princess* are lively.

Another marina to consider is Island West Fishing Resort, on the west side of the inlet just before the turn to the small craft harbor. The docks are built almost entirely for trailerable boats. They have no designated guest dock, so call ahead by telephone or radio.

Several nice gift shops are in the area, including an excellent Native gallery and gift shop. (Who cares if it's "tourist art?") We bought a beautiful bead basket to present to Marilyn Hale on our return home.) As you walk toward town you'll pass The Wreckage, one of the most interesting-looking exhibits we've seen. The floating store Norma Baillie used to run in Clayoquot Sound is there. A sign



Welcome to Ucluelet— Provisioning Center of Barkley Sound

Harbour Manager Steve Bird welcomes
visiting yachts to the Small Craft Harbour
docks. Easy access to town.

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COM-2 (i)

0345. For 2010 the floats will have 30 amp and some 50 amp power, water, washrooms, pumpout, wireless internet. The outside basin, before entering the large main basin, has two floats marked for recreational and commercial boats. Although the floats are inviting, we'd continue inside. Docks B & C are marked for commercial boats only; docks D, E & F are for recreational and commercial boats. The facility is completely protected, well maintained, and quiet. It's where we tie up. Steve Bird is the manager. (Map at right)

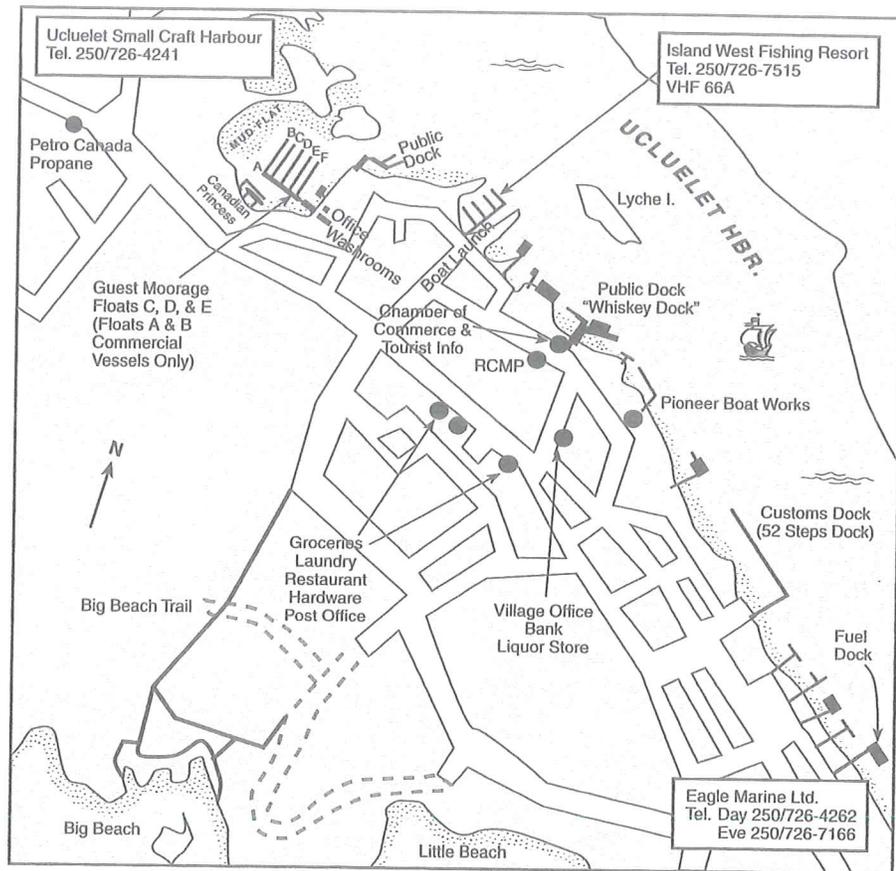
③ **Island West Fishing Resort**, Box 32, Ucluelet, BC V0R 3A0, (250)726-7515; fax (250)726-4414; fish@islandwestresort.com; www.islandwestresort.com. Monitors VHF 66A. Call ahead. A busy sport fishing resort, often fully reserved a year ahead for August. Limited 15 amp power, washrooms, showers, laundry, portapotty dump, launch ramp, marine supplies, charts, ice, deli take-out, excellent pub. (Map at right)

BARKLEY SOUND

Use Chart 3671; 3670; 3646. Barkley Sound is named after English Capt. Charles William Barkley, who in 1787 sailed into the sound on his ship *Loudoun*, which he had illegally renamed *Imperial Eagle* (Austrian registry) to avoid paying a license fee to the East India Company. With Capt. Barkley was his 17-year-old bride Frances. Capt. Barkley came to trade with the Indians for furs. Other than naming, he left no structures, no trace of his presence.

Barkley Sound is roughly square in shape, measuring 15 miles across its mouth and approximately 12 miles deep, not counting the 20-mile-long canal to Port Alberni. The sound is dotted with rocks and islands, and the waters are famous for their excellent fishing. A cruising boat could spend weeks in Barkley Sound, fishing, exploring, and moving from one nook to another.

During the summer months fog often forms just offshore. It can sweep in to penetrate the sound in minutes, even with no wind evident. It is essential, therefore, that the navigator know the vessel's position at all times. GPS will prove useful in foggy conditions. Radar is a big help. Most boats cruising Barkley Sound, large and small, now have radar. Even with electronic



Ucluelet

Reference only — not for navigation

help, the navigator simply must remain alert and aware.

If you already have cleared Canada Border Service Agency Customs and are approaching from the south, such as from the Strait of Juan de Fuca, you'll probably touch first at Bamfield. If you have not yet cleared Customs you must touch first at Ucluelet.

If approaching from up-island, you will probably enter Barkley Sound from Ucluelet. Note that a course across Sargison Bank from Ucluelet to the Broken Group takes you very close to a rock that lies approximately 0.7 miles east of Chow Island. The rock is shown on the chart not with a rock symbol, but by a depth of 0.5 meters. It is easy to overlook while scanning the chart for hazards.

In Barkley Sound you will find superb ex-

ploring everywhere: Pipestem Inlet, the Pinkerton Islands, Julia Passage, the Chain Group, the Deer Group and the famous Broken Group. Settled summer weather makes it possible to anchor in any of hundreds of coves or nooks and explore by dinghy. (We do not cover all the areas mentioned above, an unfortunate consequence of limited exploration time. Other references—especially *Douglas*,



Left: The Ucluelet Small Craft Harbour is mostly fish boats, but has room for visiting pleasure craft.

Right: Steve Bird is the affable longtime harbour manager.

