

AGENDA

REGULAR MEETING OF COUNCIL

Tuesday, March 11, 2014

7:30 p.m.

**George Fraser Room, Ucluelet Community Centre
500 Matterson Drive,
Ucluelet, B.C.**

Council Members:

Mayor Bill Irving

Councillor Dario Corlazzoli

Councillor Geoff Lyons

Councillor Sally Mole

Councillor Randy Oliwa



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REGULAR COUNCIL MEETING AGENDA

March 11, 2014 at 7:30 pm
 George Fraser Room, Ucluelet Community Centre
 500 Matterson Drive, Ucluelet, BC

	CALL TO ORDER:	
Pg. 07	ADOPTION OF MINUTES: February 25, 2014 Regular Council Minutes	
	PUBLIC INPUT, DELEGATIONS & PETITIONS: None	
Pg. 15	CORRESPONDENCE: C-1 Ucluelet Highway - Reduction of Speed Limit Request Shannon Szymczakowski, Wild Pacific Trail Society	
Pg. 17	C-2 Request to Declare April as Daffodil Month Brian LeFurgey, Regional Director, Canadian Cancer Society	
Pg. 19	C-3 2014 BC Transplant Campaign Request Greg Grant, Provincial Executive Director	
Pg. 21	INFORMATION ITEMS: I-1 Fukushima Radiation Monitoring by Woods Hole Oceanographic Institution Karla Robison, Manager of Environmental & Emergency Planning	
Pg. 29	I-2 Thank-you from BC Ferry Coalition Jef Keighley, BC Ferry Coalition	
Pg. 33	I-3 2014 Association for Mineral Exploration British Columbia Gavin C. Dirom, President & Chief Executive Officer	
Pg. 35	REPORTS: R-1 Expenditure Voucher G-05/14 Jeanette O'Connor, CFO	
Pg. 39	R-2 Waiving of Fees for Facility Use Abby Fortune, Director of Parks & Recreation	

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REPORTS (CONT'D):

R-3 Towns for Tomorrow Grant – Water Conservation Study
Warren Cannon, Superintendent of Public Works

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LEGISLATION:

L-1 District of Ucluelet Board of Variance Bylaw 1163, 2014
Patricia Abdulla, Manager of Planning

Pg.
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L-2 Proposal to Rezone 1720 Larch Street – RZ#14-01
Patricia Abdulla, Manager of Planning

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
- ◆ Clayoquot Biosphere Trust Society *(alternate)*

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
- ◆ 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
- ◆ Coastal Family Resource Coalition

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

<p>Mayor Bill Irving</p> <ul style="list-style-type: none"> ◆ Alberni-Clayoquot Regional District ◆ Pacific Rim Harbour Authority ◆ Aquarium Board 	
<p>LATE ITEMS:</p>	
<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>	

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DISTRICT OF UCLUELET
Minutes of the Regular Council Meeting
held in the George Fraser Room, 500 Matterson Drive,
Ucluelet, BC on February 25, 2014 at 7:30 pm

COUNCIL PRESENT:

Mayor Irving
Councillor Corlazzoli
Councillor Mole
Councillor Lyons
Councillor Oliwa

STAFF PRESENT:

Patricia Abdulla, Acting CAO
Jeanette O'Connor, CFO
Morgan Dossall, Recording Secretary

CALL TO ORDER:

Mayor Irving called the meeting to order at 7:29 pm.

APPROVAL OF MINUTES:

Moved by Councillor Corlazzoli, seconded by Councillor Lyons to adopt the February 11, 2014 Regular Council minutes as presented.

CARRIED

ERRORS OR OMISSIONS:

None

BUSINESS OUT OF THE MINUTES:

None

PUBLIC INPUT, DELEGATIONS & PETITIONS:

None

CORRESPONDENCE:

None

INFORMATION ITEMS:

I-1 Sing Me A Song BC Award

James Hammond, Private Secretary to the Lieutenant Governor of British Columbia

Moved by Councillor Lyons, seconded by Councillor Corlazzoli to direct staff to forward information item I-1 to the relevant individuals and groups to encourage community participation in the music festival.

CARRIED

REPORTS:

R-1 Expenditure Voucher G-04/14

Jeanette O'Connor, CFO

Moved by Councillor Lyons, seconded by Councillor Corlazzoli to approve Expenditure Voucher G-04/14.

CARRIED

LEGISLATION:

L-1 Ucluelet Council Procedure Bylaw No.1166, 2014

Patricia Abdulla, Manager of Planning

Moved by Councillor Corlazzoli, seconded by Councillor Oliwa to approve recommendation 1(a) of the Ucluelet Council Procedure Bylaw No.1166, 2014, which states:

(1) THAT Council consider approval of the following recommendation:

(1a) THAT Ucluelet Council Procedure Bylaw No.1166, 2014 be given FOURTH Reading.

CARRIED

Moved by Councillor Corlazzoli, seconded by Councillor Lyons to give Fourth Reading to Ucluelet Council Procedure Bylaw No.1166, 2014.

CARRIED

COM-1 COMMITTEE REPORTS:

Councillor Dario Corlazzoli

Ucluelet Chamber of Commerce

- Held meeting, facilitated by Ricardo Manmohan of LVI, to discuss its vision, five year plan, ways to improve membership, website updating and content
 - Discussed improving advertising for marathon; very little negative feedback on new route; participation numbers are on par with years' past
 - Discussed information centre at junction: currently open 5 days a week, aim to be open 7 days a week starting March 1, 2014
 - Discussed creating calendar of events, possible tie in with District calendar on Ucluelet web portal
- Held meeting with Tourism Ucluelet, Tourism Tofino, District of Ucluelet, Ucluelet Chamber, Tofino Chamber, Mayor Osborne to discuss getting Tofino more involved with Pacific Rim Visitor Centre
 - Tofino to create ad hoc group to discuss what information they would like to see regionally
 - Encouraging Tofino to become a member to improve their access to information
- Business Fair held February 22-23, 2014; successful event with growers from Port Alberni; lots of questions from local business owners; should be stronger event next year

Ministry Meeting

- Mayor Irving and Councillor Corlazzoli met with Minister Shea and MP Lunney February 21, 2014
- Discussed coast guard land opportunities, offshore fish processing, small craft harbour investment
- Council will invite the Minister to visit the west coast, possibly to match up with grand opening of Barkley Fish Plant

Councillor Geoff Lyons

Food Bank on the Edge

- Met February 13, 2014
- Need for support is growing with significant increase of clients in January
- Hope Farms helpful in supplying food
- December 2013 Christmas hamper drive successful with 88 hampers, lots of volunteers attended; thanks to the Reite's for use of Whale Tail sign
- Looking for help with building maintenance
- Aiming to put more articles in the Westerly to keep people informed on what is happening and how they can become involved; can also visit their Facebook page

Ucluelet & Area Historical Society

- Met February 17, 2014
- Working on lighthouse and heritage designation
- Mockups of Crow's Nest signs complete; working on The Lodge and St. Aiden's
- Attended a review of bylaws; has necessitated review of own bylaws
- Working with Pacific Rim Arts Society on cultural festival in September 25 - October 5 2014; theme will be 'fishing in the community'

Clayoquot Biosphere Trust Society

- Retreat held at Black Rock on February 21-22, 2014
- Focused on Biosphere Centre discussions, mission and vision
- CBT staff tasked with summarizing and consolidating report of discussed items to aid in determining next steps
- Looking to expand fundraising and grant diversity; looking for investments to increase funding base for grants

Budget Committee

- Meeting on March 5 or 6, 2014

Councillor Sally Mole

Harbour Advisory Committee

- Recommendations from January 9, 2014 meeting:
 - Advertise for new members

Moved by Councillor Mole, seconded by Councillor Corlazzoli to have a sign installed at the public boat launch stating "30 minute loading and unloading only".

CARRIED

- ❖ Staff to provide information to the Harbour Advisory Commission regarding the length of the lease agreement with Barkley Station, if the current usage is in compliance with the terms of the lease agreement, and to determine how many boats are allowed to dock at this facility.

Moved by Councillor Mole, seconded by Councillor Corlazzoli to provide information to the Harbour Advisory Commission on the rules governing cleaning and filleting of fish in the inner boat basin.

CARRIED

- Encourage fish sales in inner boat basin as well as at the government dock
- ❖ Staff to provide clarification to Council on past discussions and recommendations regarding licensing and fish sales issues and whether they are to be encouraged or discouraged from occurring in the inner boat basin.
 - Have a culvert installed in the ditch on Hemlock St to increase the area for boat trailer parking at the small craft harbour

Moved by Councillor Mole, seconded by Councillor Corlazzoli to direct staff to investigate the engineering potential, cost of, and appropriate funding source for installing a culvert in the ditch on Hemlock St. for the purposes of increasing the area for boat trailer parking at the Small Craft Harbour.

CARRIED

Moved by Councillor Lyons, seconded by Councillor Corlazzoli that all approved minutes of the Harbour Advisory Commission be given first to the CAO to address the recommendations, and to provide a staff report with the minutes on the subsequent Harbour Authority meeting agenda.

CARRIED

Westcoast Coalition of Service Providers

- Hosting transportation consultation at Ucluelet Community Centre from February 26 3pm-7pm to provide opportunity to give input on concerns
- Coalition has bi-annual conferences with broad representation; consistent discussions around lack of transportation in accessing services

Ucluelet Affordable Housing Society

- Met with consultants on February 19, 2014
- Attendees were RCMP Sergeants, Vancouver Island Health Authority, regional representatives, Tofino, services from outside the region
- Met again on February 21 to condense discussions into a report to support ideas for Bay St

Councillor Randy Oliwa

No Committee Reports

Mayor Irving

Alberni-Clayoquot Regional District

- Meeting February 26, 2014
- Will discuss supporting the economic development initiative of the Alberni Valley; Tofino formally announced non-participation, Ucluelet will ask for more information before deciding, regarding specifics on deliverables and funding the west coast for its part in attracting visitors

Pacific Salmon Funding

- West Coast Aquatic Society has put together a package on allocation of funds, but redrafting to create a business plan to address incomplete items and garner First Nation involvement

Moved by Councillor Corlazzoli, seconded by Councillor Mole to receive all committee reports.

CARRIED

COM-2 HARBOUR ADVISORY COMMISSION

❖ Staff to move January 9, 2014 minutes to March 11, 2014 Regular Council agenda

NEW BUSINESS:

Tourism Association of Vancouver Island

- Holding workshop March 28, 2014

Moved by Councillor Mole, seconded by Councillor Corlazzoli that the District of Ucluelet be represented at the Tourism Association of Vancouver Island workshop on March 28, 2014.

CARRIED

Community To Community

- District applying for funding, for local government and First Nations

Moved by Councillor Mole, seconded by Councillor Corlazzoli to direct staff to proceed with efforts in applying for the 'Community to Community' funding.

CARRIED

Ministry of Fisheries Follow-up

Moved by Councillor Corlazzoli, seconded by Councillor Oliwa to direct staff to send a report to Minister Shea specifying targeted items that Council would like to see the Minister take action on, i.e. activity on land transfer, investment opportunities for Ucluelet harbours, and to request that the Minister provide the District with contacts that the District may use in order to stay apprised of progress.

CARRIED

Website

Moved by Councillor Corlazzoli, seconded by Councillor Mole to direct staff to report back to Council by the March 11, 2014 Regular Council meeting with a timeline and plan for the regular updating and maintenance of information on the Ucluelet web portal to ensure it is informative and current.

CARRIED

Highway 4

- Ministry of Highways has promised a report on concerns outlined in a letter sent by the District
- Councillor Lyons would like to send a recommendation to the Ministry of Highways that the Highway 4 cameras also include temperature gauges so that travellers can determine the chances of icy conditions and snowfall
- Another concern is the Kennedy Lake highway camera is unusable at night, as its flash is deactivated by the light of the road sign

Emergency Planning

- In District's emergency plan, the secondary school becomes a vital building in event of a catastrophe, but this has never been formalized with SD70

Moved by Councillor Oliwa, seconded by Councillor Lyons that the District of Ucluelet contact the Board of Education/School District 70 and have administrators from each side plan out steps necessary to create synergy between both organizations' emergency plans.

CARRIED

Water Issue

- As follow-up to recent presentation on dirty water concerns on Marine Drive, District staff have provided a status report on actions taken

Clayoquot Biosphere Trust

- CBT redoing their 'Vital Signs' document
- Council invited to submit any additional information items to be included in new edition

Primary Water Source

- To aid distress caused by discolouration of water, Councillor Lyons suggests, if possible, using Mercantile Creek as primary water source as long as possible, as it is minerals in aquifer that cause discolouration

Speed Limit

- Discussion with Wild Pacific Trail on danger associated with people parking on highway to access the trail; they would like to reduce speed limit in area from 70 to 50km/h
 - Unsure if it is District's responsibility as road is not in District's jurisdiction
 - WPT needs to ask Department of Highways for the change
 - Suggest looking into building dedicated parking lot to take visitors off of the road; will advise WPT to approach landowners on this
- ❖ Staff to provide Council with clarification on District's authority to change speed limits along highway area in question

Ennis

- Service to be held by Ennis family at Ucluelet community centre on March 1, 2014 at 2pm

PUBLIC QUESTION PERIOD

No questions received from the public.

ADJOURNMENT:

Moved by Councillor Mole, seconded by Councillor Corlazzoli that it is in the opinion of Council that the public interest requires that persons other than members of Council and Officers be excluded from the meeting to consider confidential matters related to a legal issue, pursuant to section 90(1), subsections (l) and (g) of the Community Charter and that Council continue the meeting in closed session.

CARRIED

Mayor Irving suspended the regular council meeting at 8:40 pm, and moved in-camera at 8:45 pm.

- No in-camera motions

Mayor Irving adjourned the in-camera session at 9:40 pm and resumed the regular council meeting.

SPECIAL NOTE:

- Wild Pacific Trail Society has identified funds available for trail work this year; possibly partnering with District for extension of trail along Marine Drive
- WPTS also identified need for maintenance and repair of staircase at He-Tin-Kis park down to Terrace Beach; will be pursued in review of District's 5-Year Plan

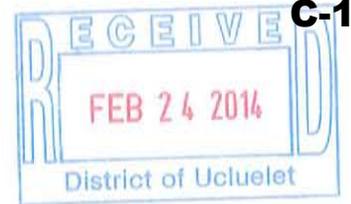
Mayor Irving adjourned the regular council meeting at 9:48 pm.

CERTIFIED CORRECT: Minutes of the Regular Council Meeting held on Tuesday, February 25, 2014 at 7:30 pm in the George Fraser Community Room, 500 Matterson Road, Ucluelet, BC

Bill Irving
Mayor

Patricia Abdulla
Acting CAO

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February 20, 2014

Re: Ucluelet Highway-Reduction of the Speed Limit

District of Ucluelet
PO Box 999, Ucluelet, BC V0R 3A0

Dear Mayor and Council:

In light of the tragic accident that recently claimed a life, the Wild Pacific Trail Society (WPTS) is seeking the District of Ucluelet's support in having this section of the Ucluelet-Tofino Highway reviewed by the Department of Highways for a speed limit reduction.

The road and area from the Wyndansea property to the highway exit for the Wild Pacific Trail has tight winding curves; corners that limit your view of what is up ahead, and a steep hill where vehicles gather speed on the descent then enter into tight turns. The presence of a multi-use path adjacent to the highway that attracts pedestrians and cyclists is located on these curvy sections. Also the composition of traffic on the road varies from recreational vehicles, to trailers to transport trucks. Often the drivers of these vehicles are visitors who are not familiar with the road.

From a road safety perspective, the current speed limit is not conducive to these conditions. The WPTS would like to suggest a reduction of the speed limit to address these concerns. Therefore we are asking the District to approach the Department of Highways on our behalf to formally request a lower speed limit.

Thank you for considering our request, we feel action on this issue can save lives.

Sincerely,

Shannon Szymczakowski
On Behalf of the Wild Pacific Trail Society

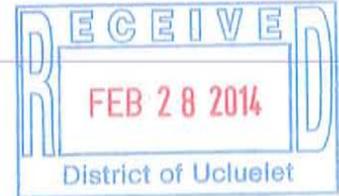
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APRIL IS THE MONTH TO FIGHT BACK



February 20, 2014

The Honourable Mayor Bill Irving
District of Ucuelet
PO Box 999
Ucuelet, BC V0R 3A0



Dear Mayor Irving:

The Canadian Cancer Society is encouraging everyone to fight back in April by wearing the daffodil pin, a symbol of hope and support for those living with cancer.

You can make an enormous impact by declaring April as Daffodil Month in Ucuelet. Daffodil Month is celebrated across the country and is an opportunity to showcase that we're all united in the fight against cancer.

We hope you will join the fight by officially declaring April as Daffodil Month!

The Canadian Cancer Society relies on supporters like you, Mayor Irving, to fight all 200-plus types of cancer by working to eradicate cancer and to improve the quality of life for all those affected by the disease.

This year, thousands of people living in British Columbia will be diagnosed with cancer. They need our support and they need to know that everything possible is being done to improve prevention, treatment, and diagnostic techniques.

With your help, we know we can continue to increase survival rates and save more lives. Thank you for your attention to this request, and I look forward to hearing from you soon.

Yours truly,

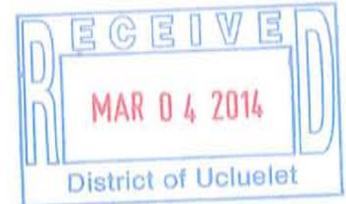
Brian LeFurgey
Regional Director
Canadian Cancer Society, Vancouver Island
blefurgey@bc.cancer.ca
250-380-2350



Canadian Cancer Society
Société canadienne
du cancer

cancer.ca

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26 February, 2014

Dear Mayor,

April is National Organ and Tissue Donor Awareness month, and as part of BC Transplant's campaign for 2014 we are writing to ask you to consider hosting our "Register to be a donor" banner on your website for the month of April.

BC Transplant has a mandate to increase organ donation and to reduce wait times for patients in need of a life -saving transplant. We are working hard to support organ donation at the hospital level, but we know that ongoing success requires a comprehensive approach involving education and awareness. Despite a record year for transplants in BC in 2013, nearly 500 British Columbians are currently on the wait list for a transplant.

More than 85 percent of British Columbians support organ donation, yet only 19 percent have registered their decision. Organ donation is not something people talk about or like to think of until they, or someone they know, need a transplant. We'd like to change that and we need your help. Hosting the registration banner on your website will make it easy for your citizens to register their decision and give hope to those who are waiting.

Attached to this letter is a document with a copy of the banner and additional information you may require when considering this request. Feel free to contact Maureen Mooney for additional information or to discuss other ways to promote awareness for organ donation.

Thank you very much for your consideration.

Sincerely,

A handwritten signature in black ink that reads "Greg Grant".

Greg Grant
Provincial Executive Director

Encl

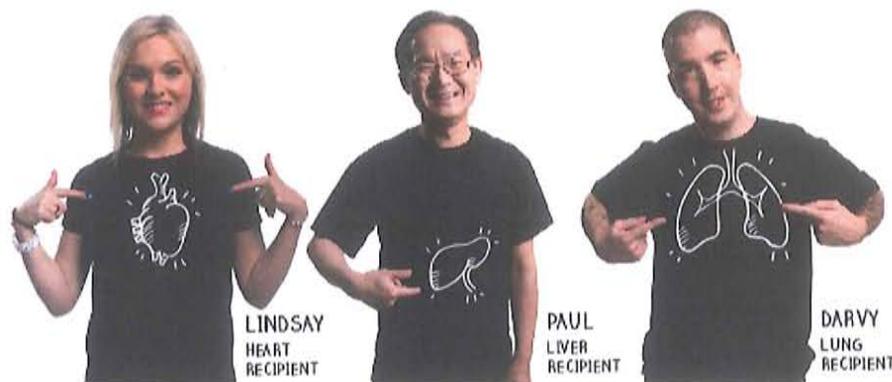


April is National Organ and Tissue Donor Awareness Month

Join BC Transplant in raising awareness and encourage all British Columbians to register their decision. Host the 'Are You Registered' banner during the month of April on your website.

Website Banner:

ARE YOU REGISTERED?



Register Now.
Verify your Registration.
Request a mini-Campaign Kit

Join our community online:



Banner links to:

Register Now - <https://transplant.bc.ca/OnlineReg/bcts.asp>

Verify your Registration - https://www.transplant.bc.ca/odr_search.asp

of British Columbians who've registered their decision – 892,903

of residents from your community - we can provide that information when organizing the banner on your website

For more information and to request a jpeg of the banner please contact:

Maureen Mooney
Project Manager
1 800 663 6189
604 877 2137
mmooney@bcts.hnet.bc.ca

To: Karla Robison
Subject: RE: Woods Hole Oceanographic Institution - Fukushima Radiaton Monitoring

From: Karla Robison
Sent: February-27-14 11:06 AM
To: Bill Irving; Dario Corlazzoli; Geoffrey Lyons; Randy Oliwa; Sally Mole
Cc: Andrew Yeates
Subject: Woods Hole Oceanographic Institution - Fukushima Radiaton Monitoring

Hello,
The Woods Hole Oceanographic Institution is monitoring the arrival of radioactive water from Fukushima along the West Coast. See a recent CBC article about the program: <http://www.cbc.ca/news/canada/british-columbia/fukushima-radiation-on-b-c-coast-measured-by-crowdfunding-1.2552906> and the the Woods Hole Oceanographic Institution website <https://www.whoi.edu/>.

The link to the monitoring program - <http://ourradioactiveocean.org/> and <http://ourradioactiveocean.org/helpus.html> (check out the video)
FAQ about Fukushima radiation - <https://www.whoi.edu/page.do?pid=83397&tid=3622&cid=94989>
International Business Times Article - <http://www.ibtimes.com/fukushima-radiation-reaches-waters-coast-canada-expected-reach-us-april-1557857>

The diagram below describes how it works... The cost for the kit including shipping is approx. \$500 to \$600. We will be taking only the one sample, so this will not be adding any major time onto my work plan. Major benefit is that we are assisting with assurance monitoring for our residents, visitors and the general public.

PROPOSE A LOCATION

REQUEST A SITE → RAISE MONEY → RECEIVE THE KIT → TAKE A SAMPLE → SEND IT BACK

HOW DOES IT WORK?

Help us by mobilizing your community, school, or social networks to raise the money it takes to analyze 20 liters (about 5 gallons) of seawater for signs of radiation from Fukushima. We'll send you everything you need to take a sample and return it to us.

Notes from the Woods Hole Oceanographic Institution website:

- There currently is no U.S. or international agency monitoring the arrival of radioactive water from Fukushima along the West Coast. Although we don't expect levels to be dangerously high in the ocean or in our seafood as the plume spreads across the Pacific, this is an evolving situation that demands careful, consistent monitoring to

make sure predictions are true. We at the Woods Hole Oceanographic Institution already have dozens of seawater samples from the coast of Japan out to the middle of the Pacific, but now we need new samples—from up and down the West Coast of North America and anywhere else we can get them. The trouble is, these samples are expensive to collect and analyze. That is why we are turning to you, your community, and your social network for help. If you want to propose a sampling location near you, all you have to do is raise the cost of testing and shipping (\$550 to \$600 depending on location) and we will send you a sampling kit with everything you need. We'll also help by setting up a fundraising webpage that you can email to your friends or post on your favorite social media site that will allow you to spread the word and track your progress. - See more at:

<http://ourradioactiveocean.org/helpus.html#sthash.itGKqmBm.dpuf>

- Once you have your kit, sampling is easy (see video). When we get your sample, we will add it to the queue of samples to be analyzed. This isn't a quick process (it takes 24-48 hours just to measure the radiation in a sample after processing), but we will fast-track samples from people like you. Depending upon how many are ahead of yours, however, it may take 5 to 10 weeks before we send you an email with the results and post your data on our interactive map. We won't be able to take samples from everyone who wants to adopt a site right away because we have limited capacity in our lab and we want to make sure we have a good distribution of sample sites around the Pacific and over time. That's why we are asking prospective sample stewards to start with a \$100 donation to seed their fund. We might also ask you to wait a few months before you begin fundraising or we might ask you to move your location slightly. But we can work that out with you. If you're still interested, contact us with the details of your location and how to reach you so we can begin talking about how you can help. - See more at: <http://ourradioactiveocean.org/helpus.html#sthash.itGKqmBm.dpuf>

Attached is a DRAFT email I prepared to the Woods Hole Oceanographic Institution regarding a proposed sample location in Ucluelet's municipal boundary. Please review, and if all in favour, I will follow the steps outlined above.

Regards,
Karla



Karla Robison, Manager of Environmental & Emergency Services
 PO Box 999, 200 Main Street Ucluelet, BC V0R 3A0
Office 250.726.7744 **Cell** 250.266.2254 **Fax** 250-726-7335
Email emergency@ucluelet.ca **Web** www.ucluelet.ca

 Please don't print this e-mail unless you really need to

DRAFT RESPONSE

To: ourradioactiveocean@whoi.edu
Subject: Radiation Monitoring - District of Ucluelet

Hello,

My name is Karla Robison and I am the District of Ucluelet's Environmental & Emergency Service Manager. The District of Ucluelet recently learned about the Woods Hole Oceanographic Institution radiation monitoring program. We are very interested in helping you track Fukushima radiation to assist with assurance monitoring for our community and the public. We have sufficient funds to pay for the water sampling kit. Prior to working for the District of Ucluelet, I led a limnology program for BC Hydro for 4 years, so I am very familiar with collecting water samples. The training and RadEye Personal Radiation Detector I obtained from Health Canada in July 2012 to conduct radiation assurance monitoring will be beneficial by assuring radiation levels not extreme.

Background info regarding Ucluelet's Marine Debris Program

In attempt to prepare, respond and recover an influx of tsunami debris from the Great East Japan earthquake and tsunami, the District of Ucluelet established a Marine Debris Program in early 2012 that consists of the following:

- Scientific monitoring site;
- Cleanup programs;
- Regional task group and specialized cleanup teams;
- Aquatic invasive species monitoring and reporting;
- Collection and analysis of Japanese lumber;
- Radiation monitoring of marine debris;
- Local representation for the Federal-Provincial Japanese Tsunami Debris Coordinating Committee (TDC) - Science and Monitoring, and Debris Management Planning Teams
- Response and recovery plan; and a
- Communications and public education plan.

Ucluelet's Marine Debris Program has gained respect and recognition from neighbouring communities and jurisdictions, all levels of governments, international scientists, and the people of Japan. This local initiative has been recognized as a program that can serve as a model for other local governments planning. The District of Ucluelet established a scientific monitoring site, spearheaded-clean-up programs, developed a response and recovery plan, and is working with the Provincial and Federal Tsunami Debris Coordinating Committee to help address the influx of tsunami debris. The District of Ucluelet is also working with international and local partners to collect data, assess the debris, and reduce possible impacts to our natural resources and coastal communities. The District of Ucluelet and a team of volunteers discovered the first pieces of recognized Japan Tsunami Marine Debris (JTMD) material with probable Japanese species to be recognized in British Columbia and the first JTMD wood to land in North America with living Japanese biofouling.

Proposed Location

District of Ucluelet proposes to obtain water samples at our scientific monitoring site within Ucluelet's municipal boundary. Myself, high school students and volunteers conduct the monitoring each month... See below for more info.

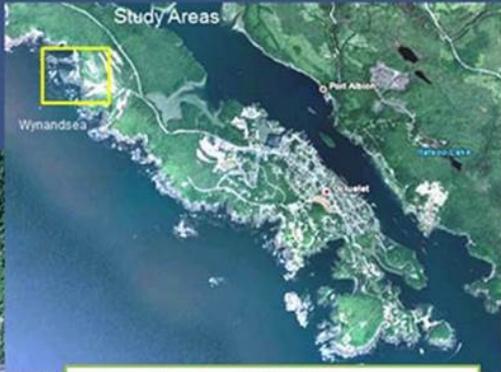
Due to the difficulty to distinguish tsunami debris from typical marine debris, the District of Ucluelet initiated a 1 km shoreline monitoring survey at Wyndansea Beach in June 2012. The monitoring survey is part of a NOAA Marine Debris Program shoreline monitoring project (<http://marinedebris.noaa.gov/tsunamidebris/monitoring.html>) and its purpose is to determine marine debris trends over time. The impact assessments conducted in Ucluelet have and will continue to assist with estimates of overall volume of debris, as well as, the percentage of areas affected. This assessment information will assist with developing capacity for other types of shoreline cleanup planning efforts.

The NOAA *Debris Shoreline Survey* conducted is an *Accumulation Survey* which conveys a debris deposition rate (# of items/unit area/unit time), where all materials are collected, weighed and inventoried. The monitoring plot in Ucluelet

is unique in that it is the largest monitoring site in the province of British Columbia and is the only site where accumulation surveys are conducted on a monthly frequency. The Ucluelet Secondary School (Grade 11 and Grade 12 geography and sustainability students) have been assisting with the monitoring plot on a continuous basis. See Appendix 6 for Monitoring Results and Trend Analysis for Ucluelet's Accumulation *Debris Shoreline Survey*.

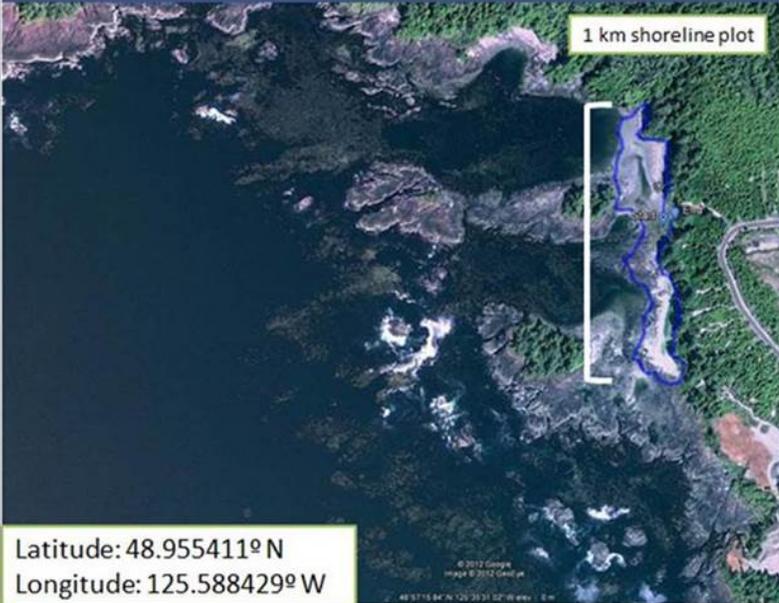
Ucluelet's NOAA Marine Debris Monitoring Site - Wyndansea Beach

Typical Ucluelet Shoreline



Study Areas

Wyndansea



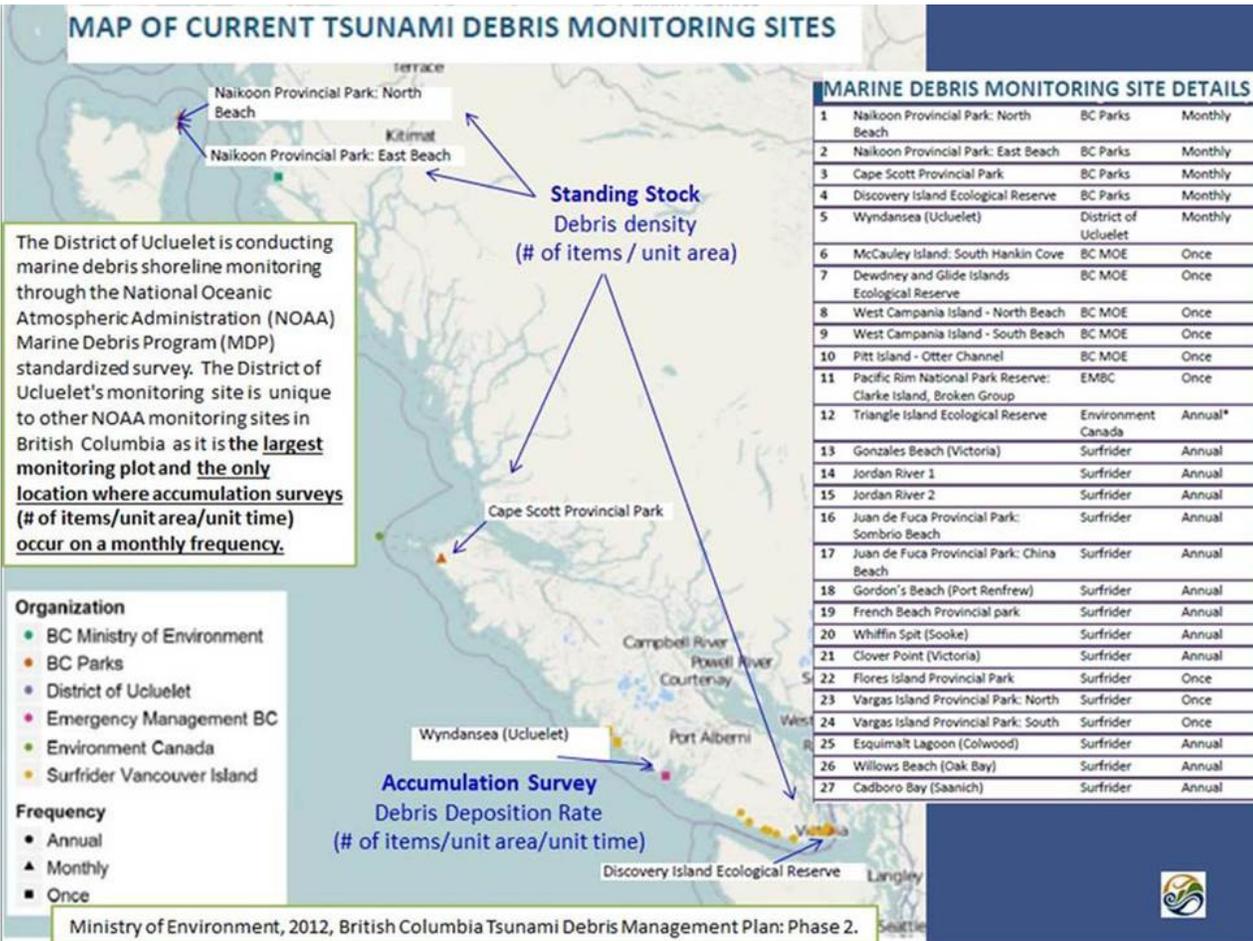
1 km shoreline plot

Accumulation Surveys
Debris deposition rate
(# of items/unit area/unit time)

The DOU also has Indicator Shoreline Sites around Ucluelet – Wild Pacific Trail and Harbour areas

Latitude: 48.955411° N
Longitude: 125.588429° W





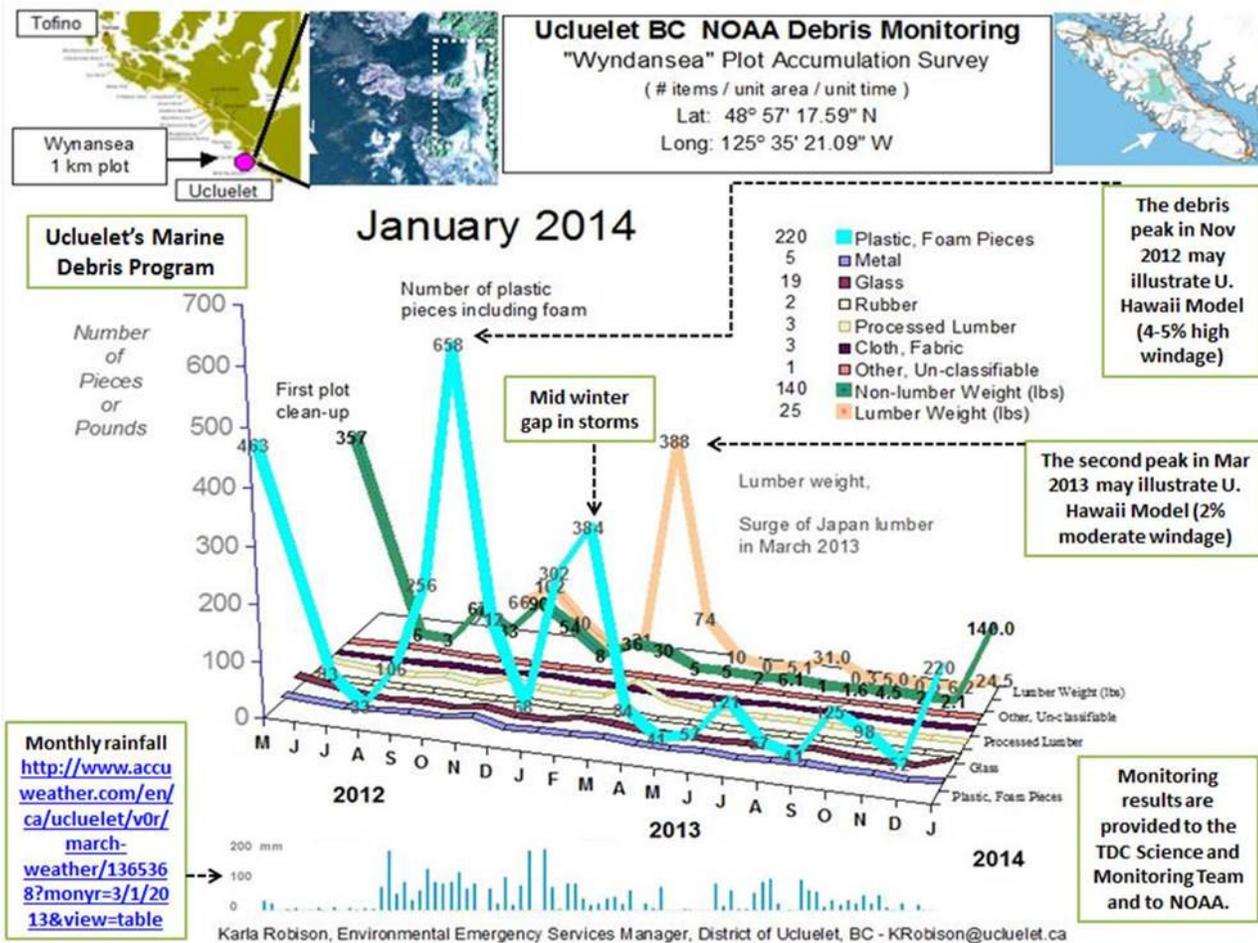


Ucluelet's NOAA Marine Debris Monitoring Site Ucluelet Secondary School Geography Class



Photos by Gillian Montgomery

The Grade 11 and Grade 12 geography class from USS assisted with the **initial establishment of the NOAA monitoring plot in June 2012**. The students will assist with monthly monitoring for the length of the program.



Monitoring Results and Trend Analysis for Ucluelet’s Accumulation Monitoring Survey

Over the last 19 months, a small portion of the debris items collected at Ucluelet’s 1 km NOAA debris shoreline survey area have been identifiable as possible Japanese tsunami marine debris. The site received a Japanese property stake used for surveying, Japanese lumber with probable Japanese biofouling species, aquaculture floats, and small miscellaneous items with Japanese writing. The majority of the items collected have been plastic pieces and Styrofoam. The monitoring plot peaked in November 2012 and almost doubled the starting point information collected in June 2012 when the survey was initiated. This spike may reflect what the University of Hawaii models predicted, which was that very high leading edge windage (4 - 5%) material will approach the west coast of North America the winter of 2011-2012. Wind along the coast of British Columbia during the fall and winter months is generally from the south, which leads to down welling conditions and onshore transport of surface waters. Onshore transport favours deposition of debris along the coast. During the fall and winter months of 2012, Ucluelet and the surrounding area received strong winds from the south and south east. The monitoring results during these months may reflect down welling and onshore transport of surface water. Around January 2013, Ucluelet and the surrounding area were in transition of arctic cold fronts moving south and warm fronts moving north, which may have created a mid-winter gap in storm events. This may be reflected in the monitoring results as there was a drop in debris in January 2013. In March 2013, Ucluelet saw a second peak of debris material. These data may also reflect the University of Hawaii models which predicted that moderate leading edge windage (2%) approaches the west coast of North America the spring and summer of 2012. This peak may also reflect the late winter storm activity the coastal area received. During the months of March and April 2013, many pieces of lumber arrived showing unmistakable signs of Japanese construction techniques (e.g., mortise and tenon) and Japanese metric measurements (e.g., traditional 3 shaku spacing), which fit the pattern of Japanese posts and beams. A post and beam structure was discovered at the monitoring site in March 2013. Surrounding beaches received many posts, beams and lumber items in March and April 2013. In the spring and summer months, wind along the coast of British Columbia are generally from the north, which leads to upwelling and offshore transport of surface waters. Offshore transport will help to protect the coast from debris. Ucluelet received strong north west winds in the spring and summer of 2013, while the fall and early winter months were fairly mild. This may be a reflection of lesser

debris items accumulated at the monitoring plot from April 2013 to Dec 2013. The third large spike of debris occurred in January 2014, which may be indicative of a significant storm event that occurred in mid-January and/or reflect a peak in tsunami debris. The Environmental and Emergency Service department will continue to monitor the NOAA survey as scientists predict the debris will peak in British Columbia in March 2014 and will remain present along this coast for 5 years.

Please let me know what the next steps are for the District of Ucluelet to assist with helping track Fukushima radiation.

Regards,
Karla



Karla Robison, Manager of Environmental & Emergency Services

PO Box 999, 200 Main Street Ucluelet, BC V0R 3A0

Office 250.726.7744 **Cell** 250.266.2254 **Fax** 250-726-7335

Email emergency@ucluelet.ca **Web** www.ucluelet.ca



Please don't print this e-mail unless you really need to

Subject: Thank You Mayor Irving - BC Ferry Coalition

From: Jef Keighley [<mailto:keighley@dccnet.com>]

Sent: March 2, 2014 11:33 AM

To: Info Ucluelet

Subject: Thank You Mayor Irving - BC Ferry Coalition

Mayor Bill Irving
District of Ucluelet

Dear Bill:

Thank you from the BC Ferry Coalition

Please find attached our letter of thanks for your February 4th letter of support for the BC Ferry Coalition. I am sending a hard copy via post.

Thank you.

Jef Keighley
BC Ferry Coalition
604 885-2290



BC Ferry Coalition, 8580 Redrooffs Road, Halfmoon Bay, B.C., V0N 1Y1
mail@bcferrycoalition.com -- www.bcferrycoalition.com

March 2, 2014

Mayor Bill Irving,
 District of Ucluelet,
 200 Main Street, Box 999,
 Ucluelet, B.C.,
 V0R 3A0

Dear Mayor Irving:

Re Letter from District of Ucluelet in support of the BC Ferry Coalition

Thank you and the entire Ucluelet District Council for your warm and welcome letter of support for the work of the BC Ferry Coalition.

We remain hopeful that as the pressure builds on the provincial government that Premier Clark may yet demonstrate the political acumen to put the cuts on hold, freeze the increases and actually create a process to listen to the people about what coastal ferry services are needed to revitalize ferry dependent communities and then re-design BC Ferries to deliver that public transportation service with substantially reduced fares, better schedules and a clear mandate to act as an economic generator for all of BC.

We have just learned that Jonview, Canada's largest international tour company, that is responsible for bringing some 250,000 international travellers each year to BC has written to the Premier to ask her to reconsider the service cuts as being counterproductive to building BC's tourist profile internationally. Coastal BC is a very large part of the package that those tourists come to see. It is clear that with very rare exception, that those 250,000 travellers arrive by air to YVR or via ground transportation either west from elsewhere in Canada or north from the US and that a very large part of their spending in BC takes place long before and after they have visited our coasts. Very few of the tourists that Jonview attracts to BC are on budget vacations, quite the contrary. To the extent that those international tourists don't come because slashed ferry schedules make it more difficult to arrange their travel itineraries, all of BC stands to lose substantially.

It is becoming increasingly clear that the Province has no idea of what their planned service reductions will produce and that the damage they are doing and will do into the future far outweighs any minimal savings they hope for as a result of the BC Ferries service cuts. The saddest part is that they actually don't seem to care! It really causes one to scratch their head when you realize that the \$14 million of "savings" they hope to achieve through the BC Ferries' service cuts amounts to just 3/10,000th of 1% of the recently tabled provincial budget of \$44+ billion dollars! And when one understands that fully 20% of our total BC population lives in ferry impacted communities, the government's position in the face of the adverse outcomes can only be described as sheer lunacy!

Again, our profound thanks to the Ucluelet District Council and the good citizens of your beautiful region for your support.

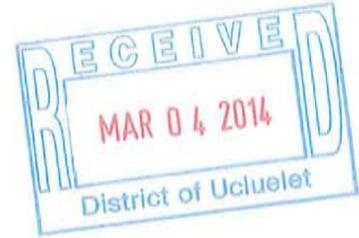
Sincerely,

Jef Keighley
BC Ferry Coalition
604 885-2290

PS. My wife and I have fond memories of Ucluelet for a variety of reasons, not the least of which is the fact that we discovered our older daughter's first tooth at seven months at the Ucluelet lighthouse.

cc. BC Ferry Coalition Executive

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February 25, 2014

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

Dear Mayor Irving,

Re: 2014 Association for Mineral Exploration British Columbia Calendar

On behalf of the Board of Directors of the Association for Mineral Exploration British Columbia (AME BC), I am pleased to present you with the 2014 AME BC Calendar. Our tenth annual calendar features some of the companies proudly and actively involved in our province’s mineral exploration and development sector, which had expenditures of \$476 million in 2013, the second highest number on record.

AME BC is the lead association for the mineral exploration and development industry based in British Columbia. Established in 1912, AME BC represents, advocates, protects and promotes the interests of thousands of members who are engaged in mineral exploration and development in BC and throughout the world. AME BC encourages a safe, economically strong and environmentally responsible industry by providing clear initiatives, policies, events and tools to support its membership.

Last month, AME BC hosted its 31st annual conference, Mineral Exploration Roundup 2014. This year’s conference theme “Resources for Life” is reflected in the calendar, which ties in the everyday uses of metals and minerals in our lives. Roundup 2014 attracted over 6,600 people from 37 countries in its final year at the The Westin Bayshore, Vancouver from January 27 to 30, 2014. Roundup 2015 will be held at our new venue, under the sails of Canada Place at the Vancouver Convention Centre East from January 26 to 29, 2015.

It is my hope that you will proudly display this calendar in your office or home. I wish you a safe, healthy, and prosperous 2014.

Yours truly,

Gavin C. Dirom, M.Sc., P.Ag.
President & Chief Executive Officer
Association for Mineral Exploration British Columbia

Enclosure

cc: Board of Directors, AME BC

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District of Ucluelet
Expenditure Voucher

G-05/14

Date: March 5, 2014

Page: 1 of 3

CHEQUE LISTING:

AMOUNT

Cheques: # 20456 - # 20509	\$	64,268.72
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PAYROLL:

PR 05/14	\$	56,045.91
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<u>\$</u>	<u>120,314.63</u>
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RECEIVED FOR INFORMATION AT MEETING HELD: March 11, 2014

Jeanette O'Connor, CFO

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
020456	002	20/02/2014	AL001	ACKLANDS - GRAINGE	43540517501	GLOVES/VEST/TAPE/F	126.29		126.29	
020457	002	20/02/2014	BP940	BLACK PRESS	42871	WINTER SUPPLEMENT	763.84		763.84	
020458	002	20/02/2014	CE004	CORPORATE EXPRESS	34918313 34918312	TAB DIVIDERS FILING TABS	3.90 10.11		14.01	
020459	002	20/02/2014	CK608	CORTES KEVIN	HAA BC CONF/1	CORTES-HAA BC	426.32		426.32	
020460	002	20/02/2014	CP300	CRITERION PICTURES	765159	MOVIES	19.54		19.54	
020461	002	20/02/2014	CRACM	CRANNOCH CONSULTIN	DOU 014-14	DEC/13 FEB/14-BAY	2,100.00		2,100.00	
020462	002	20/02/2014	CRC05	CANADIAN RED CROSS	238047	BADGES/BOOKLETS/CA	130.50		130.50	
020463	002	20/02/2014	DFC01	DUMAS FREIGHT COMP	25288	PALLETS/PLASTIC-FO	378.81		378.81	
020464	002	20/02/2014	DK143	DEVRIES KATHY	120834	AFTERSCHOOL PROGRA	500.00		500.00	
020465	002	20/02/2014	FW050	FAR WEST FOODS GRO	278706	BLEACH	26.15		26.15	
020466	002	20/02/2014	GB059	GIBSON BROS. CONTR	12342 12343 12321	SEWER REPAIR-NORAH EXCAVATOR/GRAVEL/L BOBCAT	2,824.08 2,899.96 217.88		5,941.92	
020467	002	20/02/2014	GMG15	GLACIER MEDIA GROU	11117	PLAYSCHOOL SUPERVI	65.19		65.19	
020468	002	20/02/2014	HFE68	HUB FIRE ENGINES &	27933	PRIMER PUMP-E1	1,003.05		1,003.05	
020469	002	20/02/2014	IH042	INNER HARMONY SERV	2625	JAN/14 WINDOWS	131.25		131.25	
020470	002	20/02/2014	KS073	TOTAL DELIVERY SYS	167281	NI LABS	21.01		21.01	
020471	002	20/02/2014	LC077	LOOMIS EXPRESS	026	COURIER	160.96		160.96	
020472	002	20/02/2014	LY001	YOUNG, ANDERSON	79151	1190122	207.03		207.03	
020473	002	20/02/2014	ND001	VING VI NEWSPAPER	2014 SUB 2520 2491	2014 SUBSCRIPTION COUNCIL PROCEDURES FAMILY DAY	75.18 175.35 227.85		478.38	
020474	002	20/02/2014	NI001	NORTH ISLAND COLLE	02-735563	HOPKINS-CC FIRST A	91.00		91.00	
020475	002	20/02/2014	NI005	NORTH ISLAND LABOR	89555	HWY RES/HELEN/MARI	105.00		105.00	
020476	002	20/02/2014	RK125	ROSENE KAT	102333	FREE WHEEL/COMM YOG	65.36		65.36	
020477	002	20/02/2014	RPI46	ROADPOST INC. T462	FEB/14	FEB/14	61.95		61.95	
020478	002	20/02/2014	SA131	SUBTIDAL ADVENTURE	32	AIR FILLS	573.99		573.99	
020479	002	20/02/2014	SA505	SAFETY AUTHORITY	135027	2014 OPERATING PER	138.00		138.00	
020480	002	20/02/2014	SI604	SHU IAN	120335	PURPLE DRAGON	1,601.74		1,601.74	
020481	002	20/02/2014	SP010	SUPERIOR PROPANE	25860	JAN/14 TANK RENTAL	158.98		158.98	
020482	002	20/02/2014	ST206	SHYMKO TAMMY	REF DEPOSIT	REFUND-DAMAGE DEPO	500.00		500.00	
020483	002	20/02/2014	UC142	UCLUELET CONSUMER'	C0104197 C01099196 C01092290 C01126905 C01126655 C01106506	SPRAY BOTTLE NUTS/BOLTS AFTER SCHOOL-FOOD CREAM/MILK TAPE/PRIZES-FAMILY FOOD-FAMILY DAY	10.06 4.48 14.45 9.83 22.97 105.88		167.67	
020484	002	20/02/2014	VI200	VANCOUVER ISLAND R	Q1-2014	Q1/14	23,859.00		23,859.00	
020486	002	21/02/2014	CK608	CORTES KEVIN	D411	D411	806.56		806.56	
020487	002	03/03/2014	ACE07	ALBERNI COMMUNICAT	16153	ANTENNA KIT-F150	138.56		138.56	
020488	002	03/03/2014	AJP15	ARCHIE JOHNSTONE P	REF9005-2	MTCE CONTRACT-FILT	2,520.00		2,520.00	

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
020489	002	03/03/2014	AL001	ACKLANDS - GRAINGE	43540517645	SMOKE CARTRIDGES/B	78.93		78.93	
020490	002	03/03/2014	CGISC	CGIS CENTRE	41674	CONTOURS/Tsunami/I	630.00		630.00	
020491	002	03/03/2014	CK608	CORTES KEVIN	D412	D412	585.33		585.33	
020492	002	03/03/2014	CP300	CRITERION PICTURES	765352 765289	MOVIES MOVIES	22.85 67.42		90.27	
020493	002	03/03/2014	CUPE1	CUPE LOCAL #118	02-14	02-14	1,122.75		1,122.75	
020494	002	03/03/2014	DFC01	DUMAS FREIGHT COMP	27027	4 BARRELS-CLEARTEC	454.60		454.60	
020495	002	03/03/2014	FS004	FOUR STAR WATERWOR	42671 42672	SEWER SUPPLIES SEWER STOCK SUPPLI	2,753.12 466.10		3,219.22	
020496	002	03/03/2014	FW050	FAR WEST FOODS GRO	278938	SUPPLIES	324.53		324.53	
020497	002	03/03/2014	HR865	MPC CONSULTING LTD	UCL-12 INV 23	MPC - ENGINEERING/	3,306.73		3,306.73	
020498	002	03/03/2014	KA001	KOERS & ASSOCIATES	1330-007	KOERS-WATER CONSER	6,364.19		6,364.19	
020499	002	03/03/2014	KI001	WORLEYPARSONS CANA	185439	JAN/14 LAB SERVICE	368.45		368.45	
020500	002	03/03/2014	KS073	TOTAL DELIVERY SYS	168259	NI LABS	44.60		44.60	
020501	002	03/03/2014	MMB55	MURDY & McALLISTER	19518	4438 JAN/14	102.09		102.09	
020502	002	03/03/2014	NI005	NORTH ISLAND LABOR	89064 89098	HWY RES/HELEN RD HELEN/WELL 2,3,4/L	52.50 972.83		1,025.33	
020503	002	03/03/2014	RD205	ALBERNI-CLAYOQUOT	2887	REC HALL/WPT	179.70		179.70	
020504	002	03/03/2014	RPO22	REEF POINT OCEANFR	20144	MINISTER GIFT	126.00		126.00	
020505	002	03/03/2014	SBR01	SONBIRD REFUSE & R	120837	2011/2012/2013 - 7	856.50		856.50	
020506	002	03/03/2014	U0148	UNION OF BC MUNICI	D-3927	2014 UBCM ANNUAL D	1,180.54		1,180.54	
020507	002	03/03/2014	UR849	UCLUELET RENT-IT C	17624 17648	JACKHAMMER RENTAL WPT-PUMP OUT	306.60 156.80		463.40	
020508	002	03/03/2014	WCS39	WEST COAST SEEDS	C-158968-I	SRING SEEDS & EQUI	183.50		183.50	
020509	002	03/03/2014	WI219	WALCO INDUSTRIES L	23529	FEB/14 RENTAL/CLEA	280.00		280.00	
Total:							64,268.72	0.00	64,268.72	

*** End of Report ***

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STAFF REPORT TO COUNCIL

Council Meeting: MARCH 11TH, 2014
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: ABBY FORTUNE, DIRECTOR OF PARKS & RECREATION

FILE No: 0340-50

SUBJECT: WAIVING OF FEES FOR FACILITY USE

ATTACHMENT(S): PARKS & RECREATION PROGRAM SUBSIDY FORM

RECOMMENDATION(S):

THAT Council receives this report for information and provides further direction to staff.

PURPOSE:

The purpose of this report is to explore potential options to create a policy for waiving of fees for facilities within the District of Ucluelet.

BACKGROUND:

The District of Ucluelet’s Room Booking policy 13/96 states – that a blanket policy whereby all community non-profit groups are excluded from paying a rental fee.

Although the UCC was built for the community to use, it still has operational costs that need to be covered for the facility to be open. The goal is to utilize the facility as much to it’s capacity as possible.

There is a diverse group of potential customers using the facilities. Some of the community groups have the ability to pay in full pay, some have the ability to partially pay for their space, and some just cannot afford the cost and still offer their program. Currently, Committees of Council or those supported by the DOU i.e. WPT, the rental fees are waived.

The District of Ucluelet has also partnered with organizations to co-sponsor programs in terms of facilities so that events can take place. This has also assisted with grants where the use of the facilities are donated but allow the Parks & Recreation Department to offer a program through such organizations such as PRAS. For example we recently held a very successful photography class for teens in which PRAS paid for the instructor and materials, the DOU covered the cost of the facilities.

The objective of the Parks & Recreation Department is to provide opportunities for quality recreational services, community events, conferences, workshops, and gatherings through exceptional programs, facilities and customer services.

REPRESENTATIVE EXAMPLES OF ORGANIZATION THE DISTRICT HAS HELPED TO SUPPORT:

- The Ucluelet Chamber of Commerce
- Canadian Junior Rangers
- PRAS – Summer Festival, Missoula Theatre, workshops
- Pacific Rim Whale Festival
- Cubs
- North Island College
- Brownies
- USS reciprocal arrangement as we use their facilities free of charge. They do pick up additional costs when there is a direct cost associated with their use of the facility.

PRINCIPLES:

The District of Ucluelet relies on fees and other charges to offset the cost of certain services. These fees and charges are a vital part of District revenues and help in reducing the amount of taxation that would otherwise be collected to fund the services.

Conversely, the Council of the District of Ucluelet recognizes and values the important work done by non-profit organizations and the contributions to the community by individuals and local businesses.

As is current practice the bookings will be tracked whether a fee is charged or not.

With the above in mind please explore the following options for the waiving or reducing fees for facility use:

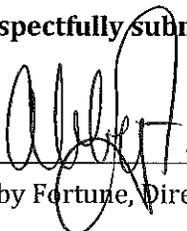
1. Not waive or reduce fees and other charges as this place an additional burden on the taxpayers.
2. Will reduce the fee and charge a cleaning fee or any other direct costs associated with the use of facility.
3. Will waive the fee and charge a cleaning fee or any other direct costs associated with the use of facility.
4. Will waive the fee and any other direct costs as associated with the use of the facility.
5. Non-profits will have their fees waived if space is available but will still pay any other direct costs associated with the use of the facility.
6. Will apply to the Parks & Recreation Department to have some or all of the fees waived up to a specified amount but will still pay for any other direct costs associated with the use of the facility – similar to our existing subsidy program form
7. Will allow the Director of Parks & Recreation to determine viability in terms of ability to pay for a facility and any direct costs associated with the facility. The Director will defer or have a discussion with Council, where appropriate, on larger or significant requests.

8. Will allow the Director of Parks & Recreation the ability to reduce the fees on long term or high use rentals.

SUMMARY AND CONCLUSION:

The objective of this report is to provide council with options and insight into the waiving of fees for facilities.

Respectfully submitted:



Abby Fortune, Director of Parks & Recreation

Ucluelet Parks & Recreation Subsidy Program

Application Form For Residents of Ucluelet



Participant Information

Family Name: _____

Age Category:

Mailing Address: _____

Child (0 - 12 yrs)	<input type="checkbox"/>
Youth (13 - 18 yrs)	<input type="checkbox"/>
Adult (19 yrs +)	<input type="checkbox"/>
Seniors (65 yrs +)	<input type="checkbox"/>

Email Address: _____

Phone:
 home: _____ cell: _____

Would you be able to participate in the program listed below without subsidy? _____

Would you be able to afford half of the program fee? _____

Would you be interested in volunteering opportunities within the department? _____

(please note volunteering is not contingent on the application but is always appreciated)

Programs/Pass Request

Up to a maximum of \$100/person/season ie. Fall

Funds will be distributed based on availability

Participant's Name		Program Name/Pass*	Amount	Signature	GL (office use only)
Last	First		Approved		

* Please note: Universal Yoga Punch Passes are available

I, the undersigned, certify that all the information contained in this application is correct to the best of my knowledge. I am aware that the application will be considered by the Ucluelet Parks & Recreation Department and that all information contained in this application will be kept confidential.

Signature

Date

Name Printed

Please return completed and signed form to:

Ucluelet Parks & Recreation Department
 P.O. Box 999
 500 Matterson Drive
 Ucluelet, B.C. V0R 3A0

For more information please contact Abby Fortune, Director of Parks & Recreation 250-726-7772 or afortune@ucluelet.ca



STAFF REPORT TO COUNCIL

Council Meeting: **MARCH 11, 2014**
500 Matterson Drive, Ucluelet, BC V0R 3A0

DATE: MARCH 11, 2014

FROM: WARREN CANNON, SUPERINTENDENT OF PUBLIC WORKS

FILE NO: 1855-03;5260-20 REPORTS

SUBJECT: TOWNS FOR TOMORROW GRANT - WATER CONSERVATION STUDY

ATTACHMENT(S): DISTRICT OF UCLUELET WATER CONSERVATION STUDY MARCH 2014

RECOMMENDATION(S):

1. **THAT** Council adopt the Water Conservation Study as part of the requirements to fulfill the Towns for Tomorrow Grant.

PURPOSE:

The purpose of this report is to provide information and background for Council with respect to the Water Conservation Study which forms a part of the requirements for the Towns for Tomorrow Infrastructure Grant.

BACKGROUND:

In 2011 the District of Ucluelet applied for a grant from the Province's Towns for Tomorrow to upgrade the Mercantile Creek Source to comply with the Vancouver Island Health Authority (VIHA) standard. The grant application was successful and funding will be received once grant requirements were met. One of the requirements was for the District to undertake a Water Conservation Study.

The Water Conservation Study provides data and recommendation in the development and implementation of a Water Conservation Plan. It outlines strategies and gives direction to future capital improvement projects.

SUMMARY AND CONCLUSION:

The objective of this report is to provide Council with a Water Conservation Study

Respectfully submitted:

Warren Cannon
Superintendent of Public Works

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STAFF REPORT TO COUNCIL

Council Meeting: MARCH 11, 2014
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: PATRICIA ABDULLA, MANAGER OF PLANNING

FILE NO: 3900-25 – BYLAW #1163

SUBJECT: DISTRICT OF UCLUELET BOARD OF VARIANCE BYLAW #1163, 2014

ATTACHMENT(S): BYLAW #1163

RECOMMENDATION(S):

1. **THAT** Council give First, Second and Third Readings to the new District of Ucluelet Board of Variance Bylaw #1163, 2014.
2. **THAT** Council direct staff to give notice in accordance with section 94 of the *Community Charter* including describing the proposed changes in general terms.
3. **THAT** Staff, on satisfaction of the notice requirement, return the Bylaw for consideration of final adoption and include any public comment received.

PURPOSE:

The purpose of this report is to introduce the new Board of Variance Bylaw for its required readings and inform Council of the changes introduced through the adoption of a new bylaw.

BACKGROUND:

From time to time legislative changes and bylaws occur which require Council to put their mind to a review of existing procedures and bylaws. This provides an opportunity to not only update bylaws with current legislation but allows for a general review to be conducted. This review has led to general updating for more plain language drafting, greater clarity and certainty, formatting and numbering corrections, and adopting other practices that are in use with other local governments, all in the interest of good and open governance. The updating of this bylaw also includes procedures in the recently adopted District of Ucluelet Council Procedure Bylaw #1166.

Respectfully submitted:

Patricia Abdulla, Manager of Planning

DISTRICT OF UCLUELET

BYLAW NO. 1163, 2014

A Bylaw to establish the Board of Variance

WHEREAS the Council of the District of Ucluelet has adopted a Zoning Bylaw and is required to establish a Board of Variance;

AND WHEREAS the population of the District of Ucluelet is twenty-five thousand (25,000) or less;

AND WHEREAS the District can define the procedures for applications to and the conduct of the Board of Variance;

AND WHEREAS Council has authority to delegate matters to staff;

AND WHEREAS this table of contents is inserted for purposes of ease of reference only:

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

PART 1 – ADMINISTRATION AND INTERPRETATION

1. TITLE

1.1. This Bylaw may be cited for all purposes as "District of Ucluelet Board of Variance Bylaw No. 1163, 2014" or the "Board of Variance Bylaw".

- 1.2. All previous bylaws concerning the establishment of a board of variance, or zoning board of appeal, including the relevant portions of the District's Zoning Bylaw, are hereby repealed.

2. INTERPRETATION AND DEFINITIONS

- 2.1. In this Bylaw, the following terms have the following meanings:
- (a) **"Board"** means the Board of Variance established under this bylaw;
 - (b) **"Council"** means the Council of the District of Ucluelet;
 - (c) **"District"** means the District of Ucluelet;
 - (d) **"District Office"** means the District of Ucluelet local government administration office, located at 200 Main Street, Ucluelet, British Columbia;
 - (e) **"Manager of Planning"** means the person employed or contracted in that capacity by the District and, in their absence, the Director of Corporate Administration for the District; and
 - (f) **"Regular Board Meeting Place"** means the District of Ucluelet Community Centre, located at 500 Matterson Drive, Ucluelet, British Columbia.
- 2.2. Any enactment referred to in this Bylaw is a reference to an enactment of British Columbia and its regulations, as amended, revised, consolidated or replaced from time to time, and any bylaw referred to in this Bylaw is a reference to an enactment of the Council of the District of Ucluelet as amended, revised, consolidated or replaced from time to time.
- 2.3. Any section, subsection, sentence, clause or phrase of this Bylaw, which is for any reason held to be invalid by the decision of any Court of competent jurisdiction, may be severed from the balance of this Bylaw without affecting the validity of the remaining portions of this Bylaw.
- 2.4. Nothing contained within this Bylaw shall relieve any person from the responsibility to seek and comply with other applicable legislation.
- 2.5. The failure of Council or staff to observe the provisions of this Bylaw does not affect the validity of resolutions passed or decisions by Council or the Board otherwise in compliance with statutory requirements.

3. ADDITIONAL & ALTERNATE PROCEDURAL RULES

- 3.1. The following sections of the Council Procedure Bylaw No. 1166, 2014 apply to meetings of the Board of Variance with references to the presiding member, the body and other provisions modified as appropriate:
- (a) Section 11 [Council Meetings by Electronic Means], at the discretion of the presiding member noting the cost and availability of electronic meeting facilities,
 - (b) Section 15 [Open Meeting Rule],

- (c) Section 16 [Minutes], except certification is by the Chair if the Corporate Officer is not in attendance,
- (d) Section 20 [Authority and Responsibility of the Mayor],
- (e) Section 32 [Notice of Committee Meetings], and
- (f) Section 33 [Committee Procedures].

For convenience only, the above sections are excerpted and adapted to the Board, in Schedule "A" to this Bylaw.

- 3.2. In circumstances not provided for under this Bylaw or applicable legislation, the most recent edition of Robert's Rules of Order, Newly Revised applies to the extent that those rules are:
 - (a) applicable in the circumstances; and
 - (b) not inconsistent with provisions of this Bylaw, the *Local Government Act*, or the *Community Charter*.
- 3.3. Any one or more of the procedures in this Bylaw, except those that are governed by statutory provisions, may be temporarily suspended by unanimous vote of the Board.

PART 2 – ESTABLISHMENT AND MEMBERS

4. ESTABLISHMENT OF THE BOARD OF VARIANCE

- 4.1. A Board of Variance having jurisdiction over the entire jurisdictional area of the District of Ucluelet is hereby established.

5. MEMBERSHIP & APPOINTMENT

- 5.1. The Board shall consist of three (3) members.
- 5.2. In accordance with the *Local Government Act*, employees, officers, Council members or members of an advisory planning commission may not be appointed as a member of the Board, but they may attend meetings in a resource capacity.
- 5.3. Board members shall be residents of the District of Ucluelet.
- 5.4. The appointment of members to the Board shall be by resolution of the District Council in its sole and unfettered discretion.
- 5.5. Members of the Board shall be appointed for a three-year term; such term beginning on the date of appointment and ending on the third anniversary.
- 5.6. Members of the Board may or may not be reappointed for a further term or terms.
- 5.7. Upon resignation, death or removal of a member during his or her term of office, the District Council may by resolution appoint a successor who shall hold office during the remainder of the term of the former member.
- 5.8. Board members serve at the will of Council and may be removed, individually or collectively, without notice or cause.

6. CHAIR & SECRETARY

- 6.1. The Board shall choose, at the first meeting in each and every year, a Chair from among its appointed members.
- 6.2. In the event the Chair is not in attendance within 15 minutes after the time appointed for a meeting, and has not previously appointed another member acting chair to preside in the absence of the Chair, the Board shall appoint an Acting Chair for the duration of the meeting.
- 6.3. The Chair may be removed from the position as Chair by a majority vote of the District Council.
- 6.4. The Manager of Planning or, another person designated by him or her, shall act as Secretary to the Board.
- 6.5. The Secretary shall be responsible for:
 - (a) Receiving applications to the Board;
 - (b) Establishing the date of Board meetings;
 - (c) Issuing written notice of Board meetings;
 - (d) Giving written notice of any decision of the Board to the Applicant; and
 - (e) Advising District Council of the Board's decisions.

7. EXPENSES

- 7.1. Members of the Board shall serve without remuneration except for any reasonable and necessary expenses that arise directly out of the performance of their duties and paid at rates:
 - (a) provided for in the District remuneration and expenses bylaw, or
 - (b) at the discretion of the Corporate Officer, if not addressed by bylaw.
- 7.2. Members may be reimbursed for necessary travel expenses within District boundaries only, but are not reimbursed for travel to or from the District.

PART 3 – APPLICATIONS**8. APPLICATIONS**

- 8.1. An owner of land interested in a variance or other decision within the jurisdiction of the Board of Variance must make written application in accordance with this Bylaw.
- 8.2. All applications must:
 - (a) be made by the owner of land affected, or by a person authorized in writing by the owner;
 - (b) be made in the form:
 - (i) attached in a Schedule to this Bylaw, or

- (ii) where no form is attached, on the form prescribed by the Manager of Planning who is hereby delegated authority to prescribe such forms;
 - (c) be made in writing to the Manager of Planning;
 - (d) be accompanied by an application fee of \$250, or other greater or lesser amount specified in a fees bylaw; and
 - (e) be accompanied by the information requested:
 - (i) on the form;
 - (ii) in this Bylaw; and
 - (iii) in Appendix A of the Official Community Plan, where the land contains a riparian area.
- 8.3. An applicant must provide the following information, but only insofar as relevant to the variance or other decision requested:
- (a) a written statement outlining the proposal in full including description of:
 - (i) the purpose of and reasons in support of the requested variance or other decision;
 - (ii) an explanation of the undue hardship that would be caused if the variance or other decision is not granted;
 - (iii) the existing and proposed use(s) of the land, including its building and structures, and the impact of the variance or other decision on those uses and the existing uses of adjacent land;
 - (iv) the existing and proposed Works and Services for the land, including its buildings and structures; and
 - (v) any consultations the Applicant has undertaken or proposes to undertake with neighbours and the community.
 - (b) title search made within 15 days of the date of Application, along with copies of all non-financial encumbrances (e.g. covenants, statutory rights of way, easements, etc);
 - (c) three (3) full sized copies and one clearly legible 8.5 x 11" reduction of a Site Plan, drawn to scale, showing:
 - (i) the variance or other decision;
 - (ii) site context;
 - (iii) topographical and geographical features on the site;
 - (iv) all buildings and structures, including roof structures;
 - (v) density, floor area ratio, lot coverage and other regulations of applicable OCP designation and Zoning Bylaw zones;
 - (vi) parking and loading areas;
 - (vii) Works and Services, and street lighting;

- (viii) areas subject to covenants, statutory rights of way and easements;
 - (ix) sidewalks, streets, lanes, highways and adjacent land uses where affected;
 - (x) existing and proposed landscaping including all sizes, species and planting locations on the site plan; and
- 8.4. If there is a change of ownership of a parcel of land that is the subject of an application pursuant to this Bylaw, the Applicant must provide an updated title search and written authorization from the new owner prior to proceeding further with the Application.

9. PROCESSING OF APPLICATION

- 9.1. The Manager of Planning may, but is not obligated to:
- (a) circulate the Application for comment, whether internally or to outside agencies as deemed appropriate; and
 - (b) prepare a report to the Board regarding the variance or decision requested.
- 9.2. The Secretary shall schedule a meeting of the Board of Variance as soon as is practicable, and in no event later than forty-five (45) days, after receipt of a complete Application, accompanied by required information and application fee.
- 9.3. The Secretary shall give Notice of the Board meeting date in accordance with statutory requirements. [See Schedule A.]

10. ABANDONED & EXPIRED APPLICATIONS

- 10.1. Every Application that has outstanding information requirements for a period greater than nine (9) months is deemed to have been abandoned, with fees forfeited.
- 10.2. Every Application not decided within eighteen (18) months of the date of Application is deemed to have expired, with fees forfeited.
- 10.3. All Applications abandoned or expired shall be considered closed, and shall require a new Application, with new fee.

11. RE-APPLICATION

- 11.1. A Board decision is final and cannot be reconsidered or considered anew.
- 11.2. No application shall be made for the same variance or other decision within twelve (12) months of a previous decision.

PART 4 – BOARD MEETINGS AND DECISIONS

12. MEETINGS

- 12.1. Meetings of the Board shall be called by the Secretary of the Board as reasonably required to deal with variance applications.
- 12.2. Unless notice is otherwise given, the Board shall meet at the Regular Board Meeting Place.
- 12.3. A majority of the Board shall be deemed to be a quorum.
- 12.4. In the event that a quorum is not present within 30 minutes after the time appointed for a meeting, the names of those present will be recorded and the meeting shall be adjourned to the same time on the following day or to such other date and time as determined by the Secretary.

13. PROCEDURE AT MEETINGS

- 13.1. The Chair, or in the Chair's absence, the Acting Chair, shall preside at the Hearing and decide all questions of procedure and order, in accordance with this Bylaw, and other District Bylaws as appropriate.
- 13.2. Any person or body with an interest in the Application within the District is entitled to be heard at the meeting and is entitled to be represented by an agent duly appointed in writing.
- 13.3. Oral evidence shall only be given at the hearing of the subject matter of the Application.
- 13.4. The applicant shall be afforded the first opportunity to present the Application for a variance or other decision and his/her evidence and arguments.
- 13.5. Thereafter, evidence and arguments shall be presented in such sequence as the Chair may direct until all interested persons have been afforded an opportunity to be heard.
- 13.6. If the applicant or other person notified does not appear at the Board meeting and has not advised the Secretary in advance that they wish to be heard at another date, the Board may proceed to decide the application in his or her absence.
- 13.7. The Board may adjourn the meeting from time to time and may reconvene without further notification if the time, date and place of reconvening is announced at the adjournment.

14. VOTING & DECISIONS

- 14.1. In accordance with the *Local Government Act*, the Board may impose conditions on its orders, including:
 - (a) setting a time within which construction must be substantially started;
 - (b) setting a time within which the construction of the building, structure or

manufactured home park must be completed.

- 14.2. A member present at the meeting at the time of the vote who abstains from voting is deemed to have voted in the affirmative.
- 14.3. If the votes of the members present at the meeting at the time of the vote are equal for and against, the question is defeated and the Chair must declare the application denied. A tie-vote means the application is denied.
- 14.4. Board decisions shall be recorded in the minutes of Board meetings.
- 14.5. The Secretary shall provide written notice of a Board decision to:
 - (a) the Applicant; and
 - (b) District Council.

READ A FIRST TIME this ____ day of _____, **2014**.

READ A SECOND TIME this ____ day of _____, **2014**.

READ A THIRD TIME this ____ day of _____, **2014**.

ADOPTED this ____ day of _____, **2014**.

A TRUE AND CORRECT COPY of "District of Ucluelet Board of Variance Bylaw No. 1163, 2014".

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

SCHEDULE "A"
EXCERPTS FROM COUNCIL PROCEDURE BYLAW
[Adapted for use by Board of Variance]

11. COUNCIL [*BOARD*] MEETINGS BY ELECTRONIC MEANS

- 11.1. In accordance with section 128 of the *Community Charter*, Council [*Board*] is hereby authorized to:
- (a) conduct Council [*Board*] meetings by electronic means, including via teleconference or video-conference;
 - (b) permit the participation of a member of Council [*the Board*] by electronic means, including via teleconference or video-conference, provided the member is unable to attend in person.
- 11.2. Such participation by Council [*Board*] members is only available:
- (a) if the member is too ill to attend in person or is outside the District's municipal boundaries,
 - (b) for up to two (2) members per meeting, and
 - (c) for up to four (4) meetings per year, per member.
- 11.3. If the Mayor [*Chair*] participates electronically in a manner that does not include visual means to watch all members of Council [*the Board*], the meeting must be chaired by the member designated to act in place of the Mayor [*Chair*] for that meeting.
- 11.4. In the event of a failure of technology, the member(s) participating electronically will be deemed to have left the meeting.

15. OPEN MEETING RULE

- 15.1. Council [*Board*] meetings must be open to the public, except as provided for under section 90 of the *Community Charter*.
- 15.2. Before holding a meeting or part of a meeting that is to be closed to the public, Council [*the Board*] must state, by resolution passed in open meeting,
- (a) the fact that the meeting or part is to be closed, and
 - (b) the basis under the applicable subsection of section 90 of the *Community Charter* on which the meeting or part is to be closed.

32. MINUTES

- 32.1. Minutes of Council [*Board*] meetings must be:
- (a) legibly recorded,
 - (b) certified as correct by the Corporate Officer [*Chair, or Secretary*], and

- (c) signed by the Mayor [*Chair*] at the meeting at which they are adopted.
- 32.2. The minutes of a previous meeting may be corrected, but not debated or reflected upon, at the time they are considered for adoption.
- 32.3. Once adopted, minutes of the open portion of Council [*Board*] meetings must be made available for public inspection at the District Office during its regular office hours.
- 32.4. Minutes of the portion of Council [*Board*] meetings closed pursuant to Section 90 of the *Community Charter* must not be made available to the public unless:
 - (a) resolved by Council, where such resolution is not inconsistent with applicable legislation;
 - (b) released pursuant to the *Freedom of Information and Protection of Privacy Act*; or
 - (c) otherwise required to be released by an enactment or Court of competent jurisdiction.
- 32.5. Minutes of the portion of Council [*Board*] meetings closed pursuant to Section 90 of the *Community Charter* that are released further to the previous section must be received for information, without debate, at a subsequent Council [*Board*] meeting.

32. POWERS & DUTIES OF THE MAYOR [*CHAIR*]

- 32.1. The Mayor [*Chair*] must recognize members desiring to speak in the order in which the members indicate their request, preference being given to the mover and to the seconder should either or both wish to speak.
- 32.2. When the Mayor [*Chair*] desires to speak any member desiring to speak at the same time shall cede to the Mayor [*Chair*].
- 32.3. Debate is closed by the Mayor [*Chair*] when in the Mayor's [*Chair's*] opinion there has been adequate debate.
- 32.4. The Mayor [*Chair*] must preserve order and decide points of order and questions of privilege that may arise, subject to an appeal under section 132 of the *Community Charter*.

32. NOTICE OF COMMITTEE [*BOARD*] MEETINGS

Regular Committee [*BOARD*] Meetings

- 32.1. At least seventy-two (72) hours before a regular meeting of a Committee [*Board*], the Committee [*Board*] Chair must give notice of the time, place and date of the meeting by posting a notice at the Public Notice Posting Place. [*NOTE: Modified to be the responsibility of the Secretary.*]
- 32.2. At least twenty-four (24) hours before a regular meeting of a Committee [*Board*], the Committee [*Board*] Chair must make the agenda available by [*NOTE: Modified to be the responsibility of the Secretary.*]:
 - (a) leaving copies of the agenda at the reception counter at the District Office for

- the purpose of making them available to members of the public; and
- (b) leaving one copy for each Committee [*Board*] member at the place to which the member has directed notices be sent.

Special Committee Meetings

- 32.3. At least twenty-four (24) hours before a special meeting of a Committee [*Board*], the Committee [*Board*] Chair must give notice of the time, place and date of the meeting by posting a notice at the Public Notice Posting Place.

33.COMMITTEE PROCEDURES

- 33.1. The rules of the Council [*Board*] procedure must generally be observed during committee [*Board*] meetings,
 - (a) so far as is possible in the determination of the Chair recognizing the more informal nature of such committee,
 - (b) except strict compliance is required for sections specifically referenced in this Part.
- ~~33.2. Council members attending a meeting of a committee, of which they are not a member, may participate in the discussion only with the permission of a majority of the committee members present. [Not applicable]~~
- 33.3. A motion made at a meeting of a committee [*Board*] is not required to be seconded.



REPORT TO COUNCIL

MEETING DATE: MARCH 11, 2014 **FILE NO:** FOLIO: 128052; RZ 14-01

FROM: PATRICIA ABDULLA, MANAGER OF PLANNING

SUBJECT: **Proposal to Rezone Lot 3, DL 282 Clayoquot District, Plan 30931 (1720 Larch Street) from R1 Single Family Residential to VR-1 Vacation Residential Zone.**

ATTACHMENT(S): **RZ#14-01 APPLICATION SUBMISSION AND DOCUMENTS**

Recommendation:

1. Council consider approval of the following recommendations:
 - a) **THAT** Zoning Bylaw No. 1167, 2014 be given First and Second Readings and
 - b) **THAT** Zoning Bylaw No. 1167, 2014 be advanced to a Public Hearing

Purpose:

To provide Council with information with respect to an application seeking to rezone the subject property in order to permit an accessory commercial accommodation to the existing residential use under the VR-1 Vacation Residential.

Background:

The subject site is located on the south side of Larch Street; two properties west of the intersection with Holly Crescent (see **Figure 1**). The properties to the north of Larch Street are zoned CS-2 Service Commercial (see **Figure 2**). The Official Community Plan, adopted in 2011, expanded the Village Square Development Permit Area to include those commercial properties to the north of the subject site which were already zoned commercial. Those properties abutting this commercial corridor, such as the subject site, face on to commercial activities permissible under the CS-2 Zone.



FIGURE 1

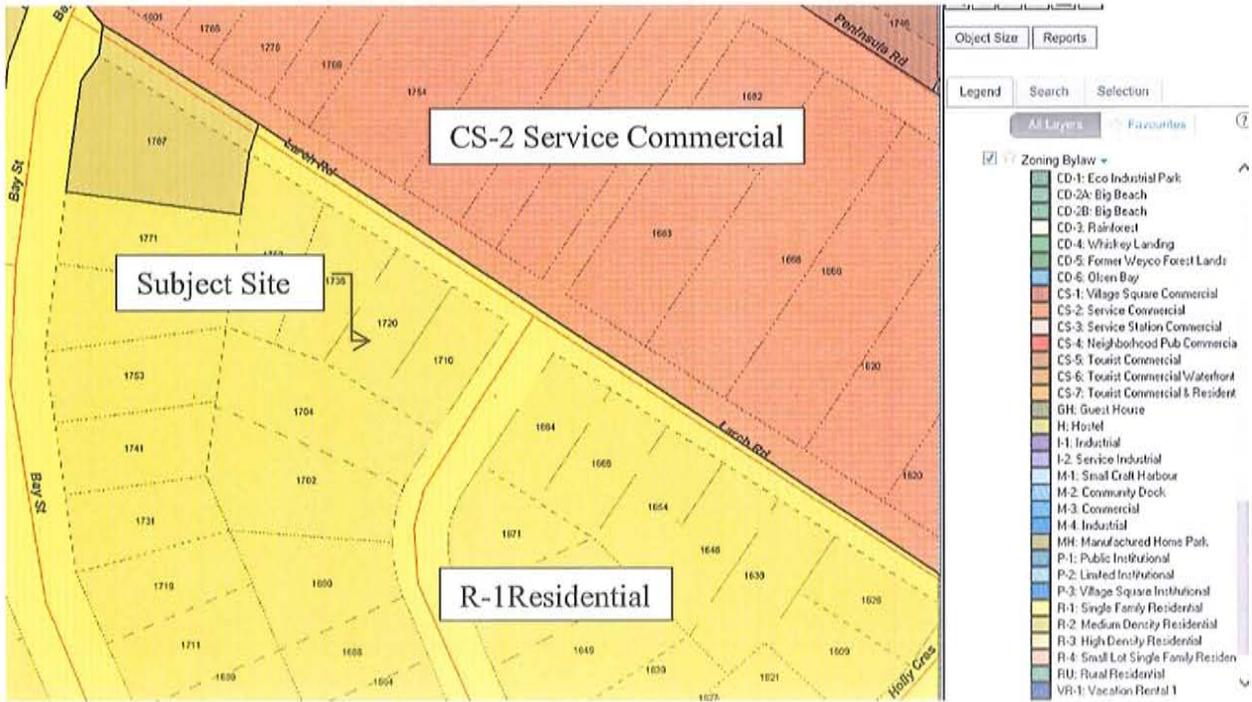


FIGURE 2

Analysis:

The subject site is located on the edge of a residential neighbourhood which abuts the downtown commercial core. An accessory commercial use at this location is likely to have less of an impact than if it were introduced into the midst of a residential enclave. The applicant has taken care to ensure that the renovation of the lower suite into a vacation rental unit will meet the current Building Code and Building Bylaw regulations. A pre-site meeting and inspection with District Staff confirmed that exiting, fire separations and other building code/bylaw requirements could be met. The applicant also met with staff several times in the past year to review the Zoning Bylaw requirements, such as the provision of off street parking, site requirements, and building setbacks. Staff have also ensured that the proposal will meet Zoning Bylaw #1160 which has had First Reading at the time of the submission of this report. (See **Figure 3**).

The proposed vacation rental does not require major renovation. There are no exterior additions or outside construction needed for this accessory use to be provided in the home. An existing two car parking area will be expanded to include two more stalls while still maintaining a front yard landscaped area. The unit is located on the east side of the lower level with the front entrance taken from Larch Street. The SFD to the immediate east faces Holly Street and backs onto the subject site. The adjacent property appears to have little or no useable back yard and as such does not appear to be impacted by this proposal. The east side yard is 6.82 feet where the minimum side yard requirement is 5'. It is fenced and landscaped to lessen any potential impact on the adjacent property. The rear yard is large and provides an ample setback to those neighbours to the south although the vacation rental itself has no access to that area of the property.

Summary:

The subject site is located at the edge of a residential neighbourhood which abuts the downtown commercial core. The proposal meets the Zoning Requirements for a Vacation Rental and has been reviewed against Zoning Bylaw #1160 which has had First Reading. The applicant is proposing to utilize an existing suite for this conversion and has not added any additional square footage to the home. The applicant is able to provide for the additional parking needed and meets the VR-1 requirements as well as the supplementary regulations pertaining to Vacation Rentals.

Respectfully Submitted,



Patricia Abdulla,
Manager of Planning

Relevant Bylaw Section	Bylaw Requirement	Proposal	Meets the VR-1 Regs.
Definition of Vacation Rental	-Accessory to Residential -Meets VR-Regulations	-Existing Residential on Upper Floor -VR-Regulations Below	Yes Yes
VR1 Supplementary Regulations and Bylaw #1160 Section 406	Must be accessory - Administered by Full time and present resident occupying - 60% of principal building -Occupies a max of 2 secondary suites -a max of 40% of the principle building on the lot -Will require to hold a valid DOU Bus. License -Provide required parking – 1 per VR unit and 2 per SFD = 3	-VR to be accessory Applicants/Owners living in SFD will administer -Owners live in 60% of the building area -Occupies one suite -821.43 sq. ft of 2726.31 sq. ft. = 30% -Applicant is aware and will apply upon receiving rezoning and completing renovation work - 4 proposed	Yes Yes Yes Yes Upon rezoning Yes
VR-1 Zone Req'mts	-Permitted Uses as Accessory -Min Lot Size – 7000 sq.ft. -Min Lot Width – 60 ft. -Max Floor Area Ratio (FAR) .5, Lot Cov. 45% - Setbacks	-As established in floor area calculations above - 7199.83 sq. ft. -60.04 ft. - No change proposed to existing SFD (FAR .39) -No change proposed. Meets and exceeds all VR1 setbacks	Yes Yes Yes Yes Yes

Figure 3

January 29, 2014

Dear Mayor and Councilors:

We are requesting to change the designation of our property at 1720 Larch Road from R-1 to VR-1.

Pete bought the property in 2000 at which time it was in great disrepair and over the course of ten years, he completely renovated the entire house. The work was completed in summer of 2011. We live here full-time, occupying the second floor of the house and the vacation rental is on the first floor.

Cris moved here in 2010 and together our desire is to remain in Ucluelet because we love the community and the surrounding area. Our main income at present is pensions and the vacation rental status would enable us to fulfill our desire to stay here.

We are on a main road in Ucluelet, across the road from C-1 and C-2 designations. We feel that our request would not be intrusive to the neighborhood as we have ample parking and would expect only one or two guest vehicles per week.

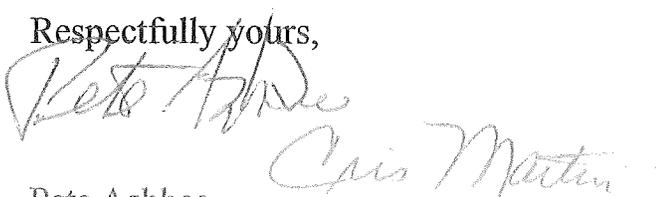
As seen in the accompanying drawings, the rental would not invade the privacy of the neighbor to the north as the rental suite is on the opposite end of the house. Our neighbors to the south, on Holly Crescent, face a different direction. The closest corner of our driveway is 29 feet diagonally to the nearest point of their house. Please refer to the setback plan for all the details. There is also a five-foot fence separating us from our neighbors to the south.

We are aware that there are other rental properties along Bay Street behind us and also along Holly Crescent.

As the attached documents will show we pass all the technical issues such as two-story house, setbacks, parking, suite square footage percent, building size and lot percentage. We are only going to make the suite available during times when we are in town and we are hoping to start offering the suite for rent sometime this year.

Thank you for your kind consideration of this request.

Respectfully yours,



Pete Ashbee
Cris Martin

PETE ASHBEE QUICK SYNOPSIS

CRIS MARTIN - 726-7724

1720 LARCH RD,

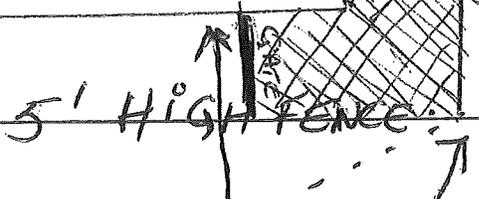
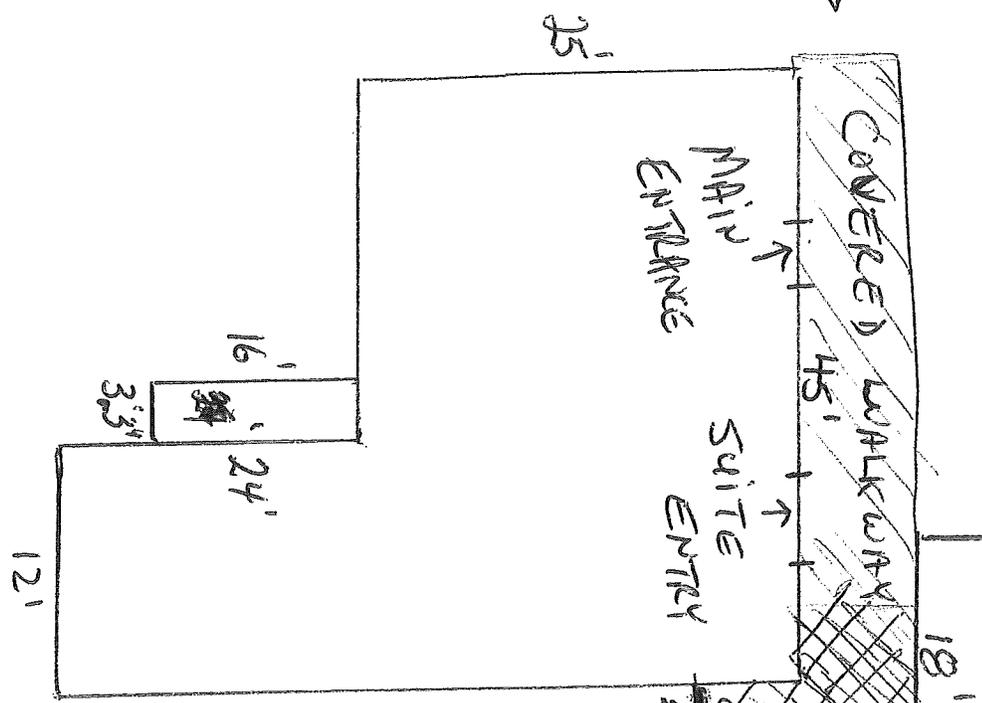
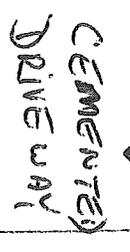
- 2 STOREY HOUSE
- BOTTOM FLOOR SUITE
- TOTAL SQ FT. = 2726.31
- SUITE SQ FT. = 821.43 (LESS THAN 40%)
- SUITE IS LEVEL ENTRY.
- TWO EXITS.
- ALL ROOMS HAVE WINDOWS.
- FENCED.
- TREED.
- LOTS OF PARKING.
- WILL ONLY BE RENTED WHEN WE ARE HOME.

ARCH RD

2 VEHICLES (PARKING) VEHICLES PARKING PLAN

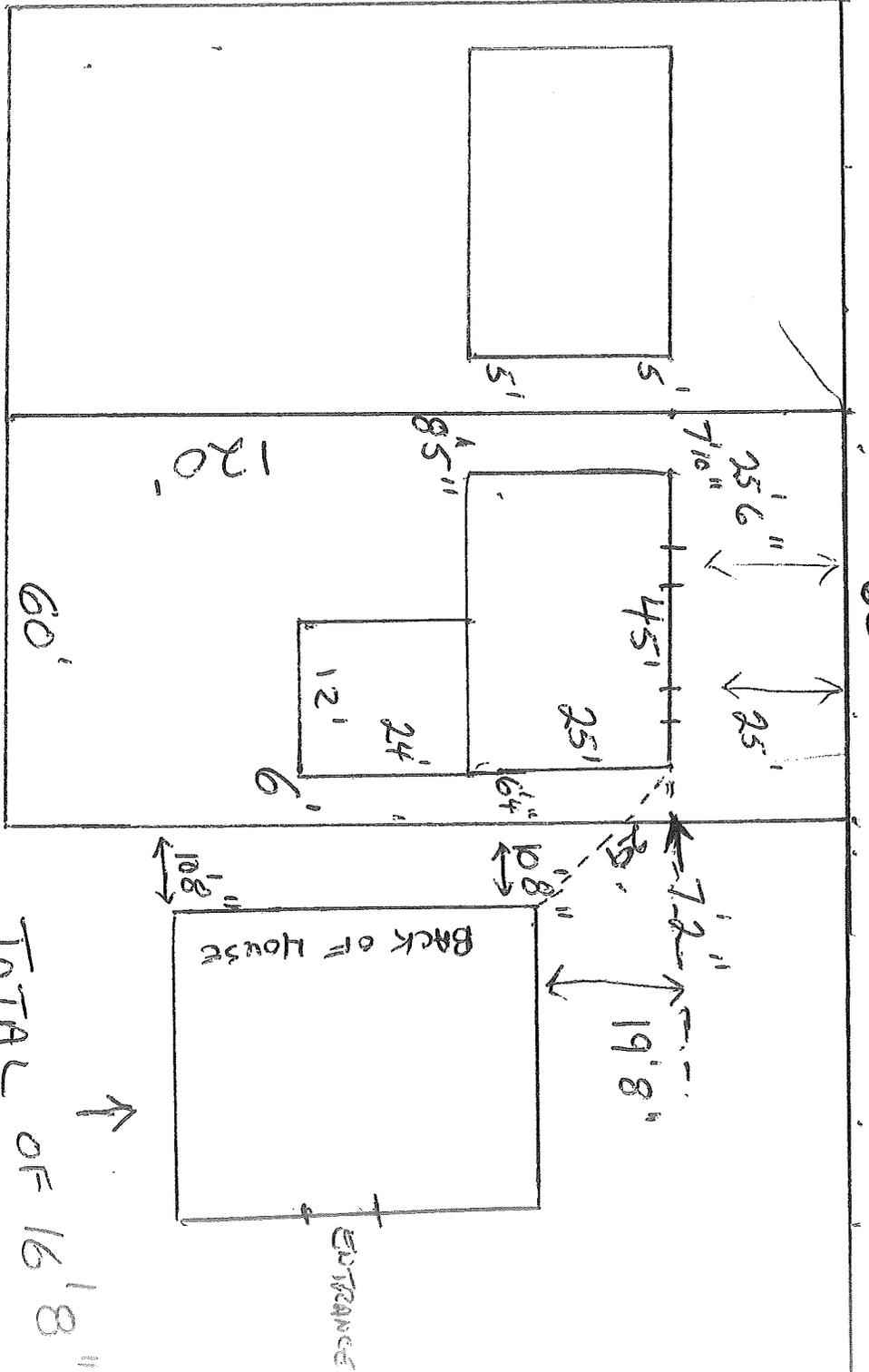
PROPOSED SITTING AREA IN SHADED AREA

CEMENTED PARKING VEHICLES ARE FULLY OFF ROAD.



CORNER OF NEAREST HOME IS 30' FROM THIS POINT (17'6" HOUSE SEPARATION)

LARCH RD. SETBACKS



TOTAL OF 16'8"
SEPARATION FROM
THIS HOUSE AND
A 19'8" SETBACK
FROM FRONT
ENTRANCE

with street

DISTRICT OF UCLUELET

Bylaw No. 1167, 2014

A bylaw to amend the "District of Ucluelet Zoning Bylaw No. 800, 1999".

WHEREAS Section 903 and other parts of the *Local Government Act* authorize zoning and other development regulations;

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

1. THAT the property with legal description of Lot 3, DL 282 Clayoquot District Plan 30931 be rezoned from R-1 Single Family Residential to VR-1 Vacation Rental.

READ A FIRST TIME this *** day of *****, 2014

READ A SECOND TIME this *** day of *****, 2014

PUBLIC HEARING held this *** day of *****, 2014

READ A THIRD TIME this *** day of *****, 2014

ADOPTED this *** day of *****, 2014

CERTIFIED A TRUE AND CORRECT COPY of "District of Ucluelet Zoning Amendment Bylaw No. 1167, 2014."

Mayor
Bill Irving

CAO
Andrew Yeates

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

CAO
Andrew Yeates

SCHEDULE 'A'
Bylaw 1167

