

# AGENDA

## *REGULAR MEETING OF COUNCIL*

**Tuesday, April 22, 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

April 22, 2014 at 7:30 pm  
 George Fraser Room, Ucluelet Community Centre  
 500 Matterson Drive, Ucluelet, BC

	<b>CALL TO ORDER:</b>	
	<b>ADOPTION OF MINUTES:</b>	
Pg. 07	<b>MIN-1</b> April 08, 2014 Regular Council Minutes	
	<b>PUBLIC INPUT, DELEGATIONS &amp; PETITIONS:</b> None	
	<b>CORRESPONDENCE:</b> None	
	<b>INFORMATION ITEMS:</b>	
Pg. 17	<b>I-1 MMBC, Black Press, and the Future of Community Newspapers in British Columbia</b> Christina Benty, Mayor, Town of Golden	
Pg. 21	<b>I-2 Draft Thank-you and Summary Letter to Minister Shea</b> District of Ucluelet	
Pg. 23	<b>I-3 ITQ Opposition Letter to Minister Shea</b> District of Ucluelet	
	<b>REPORTS:</b>	
Pg. 25	<b>R-1 Expenditure Voucher G-08/14</b> Jeanette O'Connor, CFO	
Pg. 29	<b>R-2 Peninsula Signage - Establishing New Gateway Signage between Matterson Drive and Alder Street</b> Warren Cannon, Superintendent of Public Works	
	<b>LEGISLATION:</b>	
Pg. 33	<b>L-1 Rezoning 1720 Larch Street from R1 Single Family Residential to VR-1 Vacation Residential Zone - RZ#14-01</b> Patricia Abdulla, Manager of Planning	

<p><b>LEGISLATION (CONT'D):</b></p> <p><b>L-2 Adoption of Housing Agreement Amendment Bylaw No.1168, 2014 – 270 Otter Street</b> John Towgood, Planning Assistant</p>	
<p><b>COM-1 COUNCIL COMMITTEE REPORTS</b></p> <p><b>Councillor Dario Corlazzoli</b> <i>Deputy Mayor October-December</i></p> <ul style="list-style-type: none"><li>◆ Coastal Community Network</li><li>◆ Fisheries</li><li>◆ Signage Committee</li><li>◆ Ucluelet Chamber of Commerce</li><li>◆ Ucluelet Recreation Committee (<i>alternate</i>)</li><li>◆ Wild Pacific Trail</li><li>◆ Clayoquot Biosphere Trust Society (<i>alternate</i>)</li></ul> <p><b>Councillor Geoff Lyons</b> <i>Deputy Mayor April-June</i></p> <ul style="list-style-type: none"><li>◆ Central West Coast Forest Society</li><li>◆ Food Bank on the Edge</li><li>◆ Local Marine Advisory Committee</li><li>◆ Ucluelet &amp; Area Historical Society</li><li>◆ Clayoquot Biosphere Trust Society</li><li>◆ West Coast Multiplex Society</li></ul> <p><b>Councillor Sally Mole</b> <i>Deputy Mayor July-September</i></p> <ul style="list-style-type: none"><li>◆ Harbour Advisory Commission</li><li>◆ School Liaison (<i>alternate</i>)</li><li>◆ Ucluelet &amp; Area Child Care Society</li><li>◆ Ucluelet Affordable Housing Society</li><li>◆ Ucluelet Recreation Commission</li><li>◆ Vancouver Island Regional Library (<i>alternate</i>)</li><li>◆ Westcoast Community Resources Society</li><li>◆ Coastal Family Resource Coalition</li></ul> <p><b>Councillor Randy Oliwa</b> <i>Deputy Mayor January-March</i></p> <ul style="list-style-type: none"><li>◆ Parent Advisory Committee/Public School Liaison</li><li>◆ Sea View Senior’s Housing Society</li><li>◆ Ucluelet Volunteer Fire Brigade</li><li>◆ Ucluelet/Provincial Emergency Program</li><li>◆ Vancouver Island Regional Library Board</li></ul> <p><b>Mayor Bill Irving</b></p> <ul style="list-style-type: none"><li>◆ Alberni-Clayoquot Regional District</li><li>◆ Pacific Rim Harbour Authority</li><li>◆ Aquarium Board</li></ul>	
<p><b>LATE ITEMS:</b></p>	
<p><b>NEW BUSINESS:</b></p>	

<b>PUBLIC QUESTION PERIOD:</b>	
<b>ADJOURNMENT</b>	
<b>RESOLVE INTO CLOSED SESSION</b> <i><u>Notice:</u> This meeting may be closed to the public only where items for consideration meet the requirements of Section 90 of the Community Charter.</i>	

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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 April 8, 2014 at 7:30 pm

**COUNCIL PRESENT:**

Mayor Irving  
 Councillor Corlazzoli  
 Councillor Mole  
 Councillor Lyons  
 Councillor Oliwa

**STAFF PRESENT:**

Andrew Yeates, CAO  
 Patricia Abdulla, Manager of Planning  
 John Towgood, Planning Assistant  
 Morgan Dossall, Recording Secretary

**CALL TO ORDER:**

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

**APPROVAL OF MINUTES:****MIN-1 March 25, 2014 Regular Council Minutes**

Moved by Councillor Corlazzoli and seconded by Councillor Lyons

**BE IT RESOLVED:** *THAT the March 25, 2014 Regular Council minutes be adopted as presented.*

**Carried.**

**ERRORS OR OMISSIONS:**

None

**BUSINESS OUT OF THE MINUTES:**

None

**PUBLIC INPUT, DELEGATIONS & PETITIONS:****D-1 Mulberry Park Developments**

Don MacKinnon (speaker)

- ❖ Council received a request from the delegation for permission to access the sewage lagoon to dump wastewater from Mulberry Park Developments

Moved by Councillor Mole and seconded by Councillor Lyons

**BE IT RESOLVED:** *THAT staff review the request for sewage lagoon access for dumping of wastewater from Mulberry Park Developments and report back to Council.*

**Carried.**

**CORRESPONDENCE:****LC-1 Easter Egg Hunt at Big Beach Donation Request**

Adele Larkin, General Manager, Black Rock Resort

Moved by Councillor Mole and seconded by Councillor Lyons

**BE IT RESOLVED:** *THAT the request for a \$200 donation to the Big Beach Easter Egg Hunt organized by Black Rock Resort be referred to Parks and Recreation for consideration in their special events budget.*

Carried.

**LC-2 Sponsorship Request for Wrestling Championship**

Heather Morrison, student at Ucluelet Secondary School

Moved by Councillor Mole and seconded by Councillor Corlazzoli

**BE IT RESOLVED:** *THAT late correspondence item LC-2 be received for discussion.*

Carried.

Moved by Councillor Corlazzoli and seconded by Councillor Lyons

**BE IT RESOLVED:** *THAT Council respond to the applicant to inform her that the deadline for grants of this kind has passed, with all budgeted funds allocated, and that Council regrets that her request cannot be accommodated for 2014.*

Carried.

**LC-3 Proclamation of National Day of Mourning on April 28<sup>th</sup>, 2014**

Dave Warrender, President, Port Alberni & District Labour Council

❖ Mayor Irving declared April 28, 2014 the National Day of Mourning

**INFORMATION ITEMS:**

**I-1 Concerns regarding MultiMaterialBC (MMBC) Program**

Andru McCracken, Mayor, Village of Valemount

**I-2 Response regarding Dr. Jane Hunt**

Nicholas Shaw, President, College of Veterinarians of B.C.

**I-3 Fire Department Response to Medical Emergencies**

Derek Corrigan, Mayor, City of Burnaby

**I-4 Wendy Creek Bridge Repair Request, Salmon Beach**

Rhonda Morris, South Island Natural Resource District Manager, Ministry of Forests Lands and Natural Resource Operations

**I-5 Harbour Authority Bulletin No. 25**

Fisheries and Oceans Canada

**I-6 L.I.B.O.A. Conference in Summerland – June 3 to 6, 2014**

Gary Ellis, Chairman, 2014 Annual Licence and Bylaw Association Conference

**I-7 School District 70 Media Release**

Larry Ransom, Board Chair & Cam Pinkerton, Superintendent

**I-8 Community and Employer Partnerships Funding**

Hon. Don McRae, Minister of Social Development and Social Innovation

Moved by Councillor Corlazzoli and seconded by Councillor Oliwa

**BE IT RESOLVED:** *THAT Council receive information items I-1 through I-8.*

Carried.

Moved by Councillor Lyons and seconded by Councillor Corlazzoli

**BE IT RESOLVED:** *THAT Council send a letter to Minister Polak in support of the issues raised by the Village of Valemount in their March 13, 2014 letter and expressing the District of Ucluelet's joint concerns;*

**AND FURTHER:** *THAT Council extend an invitation to John Bird to make a presentation to Council on the issues raised by the Village of Valemount and suggest strategies on how Council can best meet these issues.*

Carried.

#### **REPORTS:**

**R-1 Expenditure Voucher G-07/14**  
Jeanette O'Connor, CFO

Moved by Councillor Lyons and seconded by Councillor Corlazzoli

**BE IT RESOLVED:** *THAT report R-1, Expenditure Voucher G-07/14, be approved.*

Carried.

**R-2 Quarterly Motion Report – December 2013 to March 2014**  
District of Ucluelet

Moved by Councillor Mole and seconded by Councillor Oliwa

**BE IT RESOLVED:** *THAT Council receive report R-2, Quarterly Motion Report – December 2013 to March 2014.*

Carried.

**R-3 Quarterly Managers' Report – First Quarterly Report 2014**  
District of Ucluelet

Moved by Councillor Mole and seconded by Councillor Corlazzoli

**BE IT RESOLVED:** *THAT Council receive report R-3, Quarterly Managers' Report – First Quarterly Report 2014.*

Carried.

#### **LEGISLATION:**

**L-1 Removal of Two Existing Housing Agreements at 270 Otter Street**  
John Towgood, Planning Assistant

Moved by Councillor Lyons and seconded by Councillor Mole

**BE IT RESOLVED:** *THAT Council approve all recommendations in legislative report L-1, Removal of Two Existing Housing Agreements at 270 Otter Street.*

Carried.

- ❖ CAO Yeates read Housing Agreement (270 Otter St.) Amendment Bylaw No.1168, 2014 for Council.

Moved by Councillor Mole and seconded by Councillor Corlazzoli

**BE IT RESOLVED:** *THAT Council approve First Reading for Housing Agreement (270 Otter St.) Amendment Bylaw No. 1168, 2014.*

**Carried.**

Moved by Councillor Lyons and seconded by Councillor Mole

**BE IT RESOLVED:** *THAT Council approve Second Reading for Housing Agreement (270 Otter St.) Amendment Bylaw No. 1168, 2014.*

**Carried.**

Moved by Councillor Mole and seconded by Councillor Oliwa

**BE IT RESOLVED:** *THAT Council approve Third Reading for Housing Agreement (270 Otter St.) Amendment Bylaw No. 1168, 2014.*

**Carried.**

**L-2 Request to Consider Text Amendment to Existing CS-1 Village Square Commercial Zone to permit Residential Single Family Dwelling Uses (SFD) as Principal Use**

Patricia Abdulla, Manager of Planning

Moved by Councillor Mole and seconded by Councillor Oliwa

**BE IT RESOLVED:** *THAT Council approve recommendation 2 of legislative report L-2, which states:*

- 2. THAT Council consider a rezoning request initiated by the residents, which will require an amendment to the Official Community Plan, to allow for residential Single Family Dwellings as a principal permitted use in the CS-1 Village Square Zone for the subject properties.*

**Carried.**

**L-3 Fourth Reading of Board of Variance Bylaw No.1163, 2014**

Patricia Abdulla, Manager of Planning

Moved by Councillor Corlazzoli and seconded by Councillor Mole

**BE IT RESOLVED:** *THAT Council approve Fourth Reading of Board of Variance Bylaw No. 1163, 2014.*

**Carried.**

**COM-1 COMMITTEE REPORTS:**

***Councillor Dario Corlazzoli***

- ❖ Wild Pacific Trail

Attended AGM held March 26, 2014

New board voted in with 13 members. Discussed 2014 budget and updates on project at Terrace Beach (staircase rebuild)

❖ Ucluelet Chamber of Commerce

Council met with Ucluelet Chamber and Tourism Ucluelet April 8, 2014

Discussed 2014 budget, marketing strategies, and highlighted 2014 activities:

- Hired Ucluelet Ambassador who can be seen around town wearing an “Ask Me” jacket; he will attend events and ask targeted questions of tourists
- Marketing in Times Columnist with Discovery Supplement ad
- Running Tourism Ucluelet commercial in Alberta on Global Network
- Attended Vancouver & Calgary Outdoor Adventure Show last month
- Working with contractor on Ucluelet Adventure map
- Updating official Ucluelet handbook, to put on ferries and in other chamber offices around Vancouver Island
- Updating mascot
- Advertising in USA through Guildford Advertisement
- Working with Tourism Tofino on regional marketing strategy

Discussed wishlist for 2014/15, including beautification of downtown core (eg. banner program and revitalization near District Office) and entrance into Ucluelet. Budget is currently quite strict at \$178,000 for 2014

***Councillor Geoff Lyons***

❖ Clayoquot Biosphere Trust Society

Met on April 3, 2014 in Ahousaht

Discussion topics:

- Budget \$12M funding up to \$15M, which has almost caught up to cost of living growth position that CBT is expected to maintain
- Sub-committee recommendations approved by board on call for funding projects, and successful groups will be advised shortly
- Proposed Biosphere centre, tenants and location
- Work on new Vital Signs document
- Need for linkage between Tofino and Ucluelet with a multi-use path through Parks; suggested coinciding with water pipeline installation, but Parks representative explained that there are extreme federal capital and infrastructure constraints; CBT attempting to host meeting with First Nations, Tofino, Ucluelet, and Regional District to better understand constraints

AGM set for May 29, 2014

❖ Ucluelet & Area Historical Society

Recent meeting discussions:

- Mother’s Day plant sale at 10:30 am (drop off items between 9 and 10am)
- Working with Leif Hagar to remove window at St. Aiden’s to store as historical monument
- Amphitrite heritage designation report almost complete but will take 6 months to receive designation

- Historical Society interested in using either the Coast Guard house or facility as possible site for a tea house/museum; will put together a business plan
- First of several historical signs completed for walking tour; will have photo opportunity for those interested when installed

***Councillor Sally Mole***

❖ Harbour Advisory Commission

Advertisement for new commission member closed April 7, 2014, with one application received

❖ Ucluelet & Area Child Care Society

AGM next month; date to be determined

❖ Ucluelet Recreation Commission

Currently reviewing the commission's internal structure and operation to ensure they are operating under the *Community Charter* as a commission

Discussion on ways to attract new members, possibly by looking at project-based activities

❖ School Liasion

Met with School Board from SD70 April 8, 2014

Discussed topics:

- Seismic rating of Ucluelet schools still with the engineers; hope that they will rate Ucluelet higher for funding purposes
- Transportation funding not progressing, but will have opportunity to lobby
- SD70 rescinded decision on school re-configuration and school closures, results in shortfall of \$800,000. Concern on where funding will come from. Staffing is biggest part of budget; recognition of possible staffing cuts coming to Ucluelet. Push hard not to have programs cut. USS enrollment is down for next year, but show a bump in demographic

Mayor Irving provided information on emergency planning issues discussed at the meeting:

- Ucluelet requested that USS be recognized as hub for immediate response to tsunami or earthquake event, and that a sign be purchased which could be used by emergency services and school for displaying messages
- Going to look at upcoming budget to purchase message sign
- School board contact person is Peter Klaver

***Councillor Randy Oliwa***

❖ Ucluelet/Provincial Emergency Program

District of Ucluelet hosting EM132 Planning for Community Disasters and Training program on April 15 & 16

Emergency Preparedness Week is May 4-10, 2014. Two events being established - one at Ucluelet Fire Hall and Community Evacuation Drill on May 6, 2014. Fire hall and EOC Open House on May 10, 2014

***Mayor Irving***❖ Alberni-Clayoquot Regional District

Meeting April 9, 2014

Community Forest application is submitted and underway; still subject to some delays but hope is to have it signed by end of June 2014

**LATE ITEMS:**

Moved by Councillor Mole and seconded by Councillor Lyons

**BE IT RESOLVED:** *THAT Council appoint Rob Thoms to the Harbour Advisory Commission as a Commissioner.*

**Carried.**

**NEW BUSINESS:**❖ Pat Leslie Memorial Sign

Project reduced from \$8,000 budget to \$2,000, but requires Council resolution to use money to move forward on project ahead of financial plan adoption

Moved by Councillor Corlazzoli and seconded by Councillor Mole

**BE IT RESOLVED:** *THAT Council pre-approve the allocation of \$2,000 for the installation of the Pat Leslie Memorial sign from the 2014 Financial Plan.*

**Carried.**

❖ Village Green Revitalization

Project budgeted for \$15,000 to revitalize downtown core. Phase 1 is to remove cement wall on Main Street at Village Green, level the area and cover with grass to make a more usable space; this is budgeted at \$9600. Council must make resolution to move forward with phase 1

Moved by Councillor Corlazzoli and seconded by Councillor Lyons

**BE IT RESOLVED:** *THAT Council pre-approve the allocation of \$9,664 for Phase 1 of the Village Green revitalization project from the 2014 Financial Plan.*

**Carried.**

ICE-T has grant opportunities for these kinds of projects; District staff to look into this for additional funding of revitalization project

❖ Aquarium Lecture

Council invited to attend Oceans symposium held at Aquarium; course offered through North Island College

❖ Community Futures

Community Futures in Port Alberni holding a drop-in on April 14 from 2pm - 2:30pm; small businesses welcome to attend

❖ Junction Sign

Council met with Ministry of Highways and First Nations regarding issue of clutter of signs as you drive to hammerhead. Mayor Irving spoke with superintendent from Nanaimo on consolidating these signs

Moved by Mayor Irving and seconded by Councillor Oliwa

**BE IT RESOLVED:** *THAT Council write the Ministry of Transportation and Infrastructure to clean up the current signs and propose replacement of the Tofino and Ucluelet signs with one that provides representation of Tofino, Ucluelet, and local First Nations on a single sign.*

**Carried.**

❖ Ucluelet Welcome Sign

New 'Welcome to Ucluelet' sign can be difficult to read at the bottom. Council requests staff review changing the colour of the lettering to make it stand out and be easier to read

CAO: Staff currently reviewing four new versions

Assurances from Johnathan Tillie, Operations Manager for Ministry of Highways, that lighting of the sign can be option

❖ AVICC

Council will be attending AVICC conference in Qualicum/Parksville from April 11 to April 13, 2014

Ucluelet has submitted two resolutions (Emergency Planning & Taxation) and will continue to present on issues of importance to Vancouver Island

**PUBLIC QUESTION PERIOD**

Council received a question to clarify what will happen following the approval of recommendation 2 for legislative report L-2

**ADJOURNMENT:**

Mayor Irving adjourned the regular council meeting at 8:41pm

**CERTIFIED CORRECT:** Minutes of the Regular Council Meeting held on Tuesday, April 08, 2014 at 7:30 pm in the George Fraser Community Room, 500 Matterson Road, Ucluelet, BC.

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Bill Irving  
Mayor

Andrew Yeates  
CAO

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**To:** Andrew Yeates  
**Subject:** RE: MMBC and Black Press

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**From:** Jon Wilsgard  
**Sent:** April-04-14 6:15 AM  
**To:**  
**Subject:** MMBC and Black Press

Hello UBCM Member Municipalities:

At her behest, attached for information is a letter to Minister Polak from the Mayor of the Town of Golden regarding MMBC's Stewardship Plan impacts to Black Press.

Best,  
Jon Wilsgard, CAO  
Town of Golden - 810 9th Avenue South  
Golden, British Columbia V0A 1H0  
P: 250.344.2271/237  
C: 250.344.0155  
Website: [www.golden.ca](http://www.golden.ca)



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April 4<sup>th</sup>, 2014

File: 5380-01-MMBC

Honourable Mary Polak, MLA  
 Minister of Environment  
 Room 112 - Parliament Buildings  
 Victoria, BC V8V 1X4

Dear Minister Polak:

**RE: MMBC, Black Press, and the Future of Community Newspapers in British Columbia**

Like many small communities in British Columbia, the Town of Golden has been in conversation with MMBC since the fall of 2013, negotiating an arrangement which Council believes supports the continuation of a progressive curb side recycling program in our community, a more consistent and standardized approach across the province, and the intent by your government to begin placing the burden of responsibility and life cycle costs for recyclables upon those that produce them. It is upon these premises that the Town of Golden has now entered into an agreement with MMBC on behalf of our own tax payers.

While obviously not privy to the affects of your *Recycling Regulation* and *PPP Stewardship Plan* upon the large producers of packaging and printed paper given its clearly separate purview from residential curb side collection, it was inherently and intuitively expected that this “business sector” side of the equation would be implemented in a manner of good faith and prudence that would not result in widespread negative impacts beyond those reasonable for this initiative.

It has therefore come as a complete and deeply concerning surprise to receive as I assume many other small communities across the province have, correspondence from Black Press indicating the burden of the new legislation and Stewardship Plan will have such impacts as to threaten the very viability of our community newspaper.

The disappearance of our local newspaper would be nothing short of catastrophic given its critical importance not only to our local government as a statutory and informational medium for communication, but also to our residents and business community for whom the paper is a weekly economic, educational, and social anchor for us. Losing it would have widespread and long term impacts, apart from the loss of at least six permanent employees in our already limited workforce.

The plight of the newspaper industry is well understood, being widely affected by economies and technological change; it is entirely intuitive that the scale of this initiative could have a dire impact on an already struggling industry which arguably provides a medium of communication as a product, not as packaging material.



I understand and accept the limited involvement of local governments in the Stewardship Plan framework between the Province, MMBC and the PPP producers, but I implore you to ensure that in its final form it in no way jeopardizes in this case, the presence of community newspapers where economies of scale are unable to support them other than through the network created and maintained by Black Press.

I trust I have made the gravity of this situation very clear from our local government's perspective and that you will take whatever action necessary to ensure that the implementation of your new province-wide recycling initiative does not ironically eliminate a province-wide traditional communication tool that so much of our population depends upon for livelihood and quality of life.

Sincerely,



Christina Benty  
Mayor, Town of Golden

c. Allen Langdon, Managing Director, Multi Material BC  
230-171 Esplanade West  
North Vancouver, BC V7M 3J9

Rick O'Connor, President & CEO, Black Press  
#309, 5460-152<sup>nd</sup> Street  
Surrey, BC V3S 5J9

Michele LaPointe, Publisher, Golden Star Newspaper  
Box 149 – 413A, 9<sup>th</sup> Avenue North  
Golden, BC V0A 1H0

UBCM member municipalities



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Thank you for the opportunity to meet with Dr. James Lunney, MP, Mr. Dan Cody and yourself in Nanaimo BC on Feb 14<sup>th</sup>. We appreciate the 90 minutes you made available to discuss the opportunities for expansion in the marine industry in Ucluelet. Although we did have a wide ranging discussion on several important fisheries issues we would like to take the opportunity to summarize a few of the proposal the Ucluelet presented for consideration.

Firstly, Ucluelet has become the ground-fish processing centre for BC. In the past the Ministry of Fisheries has taken the position that on-shore processing is their priority. Any off-shore or vessel based processing would be subject to the needs of the on-shore plants being addressed and that the advantages of off-shore processing would not be the result of reduced processing vigilance or off loading of untreated offal or sewage into the ocean. We would ask that the Ministry continue its support for on-shore processing and the hundreds of direct jobs it provides.

Secondly, increasingly local fisheries or communities are unable to share in the benefits of being adjacent to the resource. Quotas are sold in the international market with the imminent possibility that ownership and control of the resource will be held by foreign investors. We feel that in the long term this lopsided ownership will have a very negative impact on our marine economies. We propose, in an effort to balance local benefits that a system of quota buyback be considered. This could be initiated by require that 10% of the quota be returned to the Ministry when a quota is sold. The Ministry could then allocate all or a portion of that quota to communities or fishers who bring investment and employment back to our Canadian shores.

Thirdly, we believe that Amphitrite Point Coast Guard station is a prime candidate to transition to a very valuable asset particularly in relation to the Federal Government's interest in providing the west coast with a world class tanker traffic safety program. We discussed several opportunities from a base for pilots, inspectors, spill response and escort tugs to a training and research centre. We would request that the Ministry begin discussions with the tanker transport industry, province and local native and non-native communities to develop a transition strategy for the Amphitrite Point facility.

Fourth, the District of Ucluelet has invested in upgrading our small craft harbours. We are currently the largest port for landed seafood in BC and have proposed investment in marine infrastructure that would continue to service the existing fleets and also draw new marine based industry to this region. As we discussed, the plans are already in place and we would request that Small Craft Harbours appoint a person who could work with our Harbour Authority to author a Request for Proposals/Bid Package that will move these plans forward.

Finally, we discussed the present undertaking to partner with the Province of BC to transfer the land around the Coast Guard Station to the District of Ucluelet. The project is presently in the Ministries of Fisheries hands, awaiting a final survey and agreement with the Province. We would ask that the Ministry of Fisheries expedite this process. We would also request as an interim step that the Ministry consider as a first step the transfer of the Light House and Light Keepers house to the District of Ucluelet. As we discussed our Historical Society would like to use the Light Keepers house as a museum and if the Ministry could provide an interim arrangement, while the broader land transfer discussion continues, the museum project could move forward immediately.

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Honourable Gail Shea  
Minister of Fisheries and Oceans Canada  
200 Kent St., Ottawa,  
Ontario, K1A 0E6

To the Honourable Gail Shea:

The Department of Fisheries and Oceans seems intent on moving B.C. salmon fisheries to Individual Transferable Quotas (ITQs), despite the objection of the majority of working salmon fishermen on the Pacific coast. ITQs have not increased earnings from fishing for average fishermen and they have not improved conservation efforts. In fact, ITQs can make conservation efforts in salmon fisheries more problematic by complicating in-season adjustments to the allowable catch when returns are less than expected. ITQs weaken the connection between fishing and conservation of the resource for the future, as increased fishing comes from buying more quota, not by fishing sustainably. Working fishermen lose up to 80% of the value of the catch which ends up in the hands of quota owners who profit from leasing out the right to catch fish but are not out on the water working in the fishery. Smaller coastal communities that traditionally rely on fishing incomes for their economic health, particularly First Nations communities, also lose out on important revenues from fishing.

We, the undersigned organizations, strongly urge you to reject ITQs for salmon fisheries for the Pacific Coast and give assurances to working fishermen and coastal communities that other, more sustainable and equitable fisheries management approaches will be pursued.

Name	Organization	Signature
_____		
_____		
_____		
_____		
_____		
_____		
_____		
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**District of Ucluelet**  
**Expenditure Voucher**

**G-08/14**

**Date: April 15, 2014**

**Page: 1 of 4**

**CHEQUE LISTING:**

**AMOUNT**

Cheques: # 20641 - # 20706	\$	92,990.16
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**PAYROLL:**

PR 08/14	\$	57,167.08
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<u>\$</u>	<u><b>150,157.24</b></u>
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**RECEIVED FOR INFORMATION AT MEETING HELD: April 22, 2014**

*Jeanette O'Connor, CFO*

# R-1.2

Report: M:\live\lapchklx.p  
 Version: 010003-L58.68.00  
 User ID: mdosdall

District of Ucluelet  
 AP Cheque Listing  
 Cheque # From 020641 To 020706(Cheques only)

Page: 1 of 3  
 Date: 15/04/14  
 Time: 11:17:24

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
020641	002	04/04/2014	AGS11	AGS BUSINESS SYSTE	816433	STAPLE CARTRIDGE-L	280.00		280.00	
020642	002	04/04/2014	AL001	ACKLANDS - GRAINGE	518825 518567 518586	GLOVES/SAFETY GLAS EAR MUFFS/GLOVES/B SEWER NOZZLE	113.18 95.58 139.87		348.63	
020643	002	04/04/2014	BC700	BC LIFE	96444	APR/14	2,475.20		2,475.20	
020644	002	04/04/2014	CCL88	CORLAZZOLI CONTRAC	100	FALL TREES-PEN/MAI	603.75		603.75	
020645	002	04/04/2014	CE004	CORPORATE EXPRESS	35145700	BINDERS/CHAIR MATS	1,002.45		1,002.45	
020646	002	04/04/2014	CF265	CLIVE FREUNDLICH,	9114 9116 9115	FREUNDLICH FEB-MAR FREUNDLICH- ACCOM M FREUNDLICH-MAR/14/	1,283.10 86.25 2,724.75		4,094.10	
020647	002	04/04/2014	CGISC	CGIS CENTRE	41730	APR/14	380.98		380.98	
020648	002	04/04/2014	CIVIN	CIVIC INFO BC	120864	YEATES USER FEES	378.00		378.00	
020649	002	04/04/2014	CK608	CORTES KEVIN	D415 D417	D415 D417	994.93 1,447.18		2,442.11	
020650	002	04/04/2014	CP300	CRITERION PICTURES	765782 765887	MAR/14 MAR/14	69.78 51.74		121.52	
020651	002	04/04/2014	CPA25	CANADIAN PAYROLL A	2014	CPA-2014 MEMBERSHI	210.00		210.00	
020652	002	04/04/2014	CPORT	CITY OF PORT ALBER	DEC/13	CYLINDERS-FIRE EQU	600.00		600.00	
020653	002	04/04/2014	CRACM	CRANNOCH CONSULTIN	DOU 015-14	MAR/14	924.00		924.00	
020654	002	04/04/2014	CVIH1	VANCOUVER ISLAND H	36724 36723	APR 1/14-MAR 31/15 APR 1/14-MAR 31/15	250.00 150.00		400.00	
020655	002	04/04/2014	DFC01	DUMAS FREIGHT COMP	24325 25309	CLEARTECH FOURSTAR WATERWORK	342.59 55.70		398.29	
020656	002	04/04/2014	FESP1	FIFTY EIGHT SIXTY	PAYDIRT RFND	FIFTY EIGHT SIXTY-	500.00		500.00	
020657	002	04/04/2014	FW050	FAR WEST FOODS GRO	279328 279550	CCD-BOWLS/CUPS/SPO SUGAR/BAGS/SOAP/JU	184.61 150.81		335.42	
020658	002	04/04/2014	GMG15	GLACIER MEDIA GROU	11117A	PLAYSCHOOL SUPERVI	59.24		59.24	
020659	002	04/04/2014	GW178	GRAY WHALE DELICAT	593871 593873 593862	BUDGET MEETING-LYC BC ASSESSMENT LUNC BUDGETING	70.56 171.04 77.91		319.51	
020660	002	04/04/2014	IH042	INNER HARMONY SERV	2693	MAR/14	2,443.88		2,443.88	
020661	002	04/04/2014	KM085	KAISER, MARIA	120860	KAISER JAN-MAR/14	341.12		341.12	
020662	002	04/04/2014	KS073	TOTAL DELIVERY SYS	171695	NI LABS	42.34		42.34	
020663	002	04/04/2014	LC077	LOOMIS EXPRESS	4705852	COURIER	94.72		94.72	
020664	002	04/04/2014	MMB55	MURDY & McALLISTER	19650	FEB/14	855.61		855.61	
020665	002	04/04/2014	ND001	VING VI NEWSPAPER	2713	BYLAW 1163/1167	432.81		432.81	
020666	002	04/04/2014	NI001	NORTH ISLAND COLLE	08-739073 08-739072	MODULE 2 NOV-DEC/1 MODULE 3 JAN-FEB/1	1,500.00 2,250.00		3,750.00	
020667	002	04/04/2014	NV785	NOVUS CONSULTING I	5411 5424	SERVICE MAR/14	1,825.60 52.50		1,878.10	
020668	002	04/04/2014	PB002	PACIFIC BLUE CROSS	04-14-53617 04-14-81897	APR/14 053617 APR/14 081897	2,232.48 2,015.30		4,247.78	
020669	002	04/04/2014	PE226	PAVELEY EMMA	120863	SPRING SWIM CAMP	120.00		120.00	
020670	002	04/04/2014	PGS93	PIN-GEL STEEL FABR	8234	SAFETY PLATE-BAY S	36.39		1,884.39	

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
					8235	STAIRCASE/RAILING	1,848.00			
020671	002	04/04/2014	RGFRT	RICK GEDDES FIRST	82	CPR/AED/SPINAL COU	1,000.00		1,000.00	
020672	002	04/04/2014	RL068	RIVERA LYVIER	120861	MAR/14 REG CARDIO	254.20		254.20	
020673	002	04/04/2014	RPI46	ROADPOST INC. T462	8051022	MAR/14	61.95		61.95	
020674	002	04/04/2014	SBR01	SONBIRD REFUSE & R	18485	MAR/14	2,887.50		2,887.50	
020675	002	04/04/2014	SF061	STEVENS FLICKERINE	120862	MAR/14 YOGA	227.96		227.96	
020676	002	04/04/2014	SWE33	SEA WIND ELECTRIC	508614 508613	R&M-EXIT SIGNS/SMO REPLACE-OUTSIDE LA	292.40 484.29		776.69	
020677	002	04/04/2014	TC308	TRANE CANADA ULC	33197203	MAR-AUG/14 SERVICE	2,637.60		2,637.60	
020678	002	04/04/2014	TU428	TOURISM UCLUELET	JAN/14	JAN/14 GRANT	11,045.76		11,045.76	
020679	002	04/04/2014	UC142	UCLUELET CONSUMER'	C01090818	MILK/APPLES/BANANA	48.73		48.73	
020680	002	04/04/2014	UR849	UCLUELET RENT-IT C	17655 17836	EQUIP RENTAL- 4321 WPT-PUMP OUT	308.90 224.00		532.90	
020681	002	04/04/2014	WP166	WINDSOR PLYWOOD -	23027A 23026A 23017A 23018A 23019A 23020A 23024A 23022A	STORAGE SUPPLIES-L CEMETERY GATE REPA PAINT SUPPLIES-BAT STORAGE SHED - E-T SHOP/YARD SUPPLIES PARKS/GARDEN SUPPL WSHRM SEAT FENCE REPAIR-TUGWE	311.98 67.96 1,907.40 1,057.93 580.73 37.79 25.79 277.82		4,267.40	
020682	002	11/04/2014	ACE92	ACE COURIER SERVIC	11121673	TRANSIGN	75.20		75.20	
020683	002	11/04/2014	AL001	ACKLANDS - GRAINGE	519124	SURVEYOR VEST/TAPE	114.02		114.02	
020684	002	11/04/2014	CEV16	CANADIAN ELECTRIC	23674	E-TRUCK REPAIRS	2,150.44		2,150.44	
020685	002	11/04/2014	CK608	CORTES KEVIN	D418	D418	2,752.93		2,752.93	
020686	002	11/04/2014	CLC12	CARVELLO LAW CORPO	819 820 818 817 815	101022 10110a 101020 101017 101005	2,846.06 1,786.97 456.57 2,871.40 2,031.13		9,992.13	
020687	002	11/04/2014	CP300	CRITERION PICTURES	765918	MAR/14	33.82		33.82	
020688	002	11/04/2014	CT002	CLEARTECH INDUSTRI	122590 JJP 568850 SJC	CONTAINER RETURN HYPOCHLORITE/CONTA	210.00- 715.18		505.18	
020689	002	11/04/2014	DC001	DOLAN'S CONCRETE L	UK35084	GREEN HOUSE - CONC	368.53		368.53	
020690	002	11/04/2014	EL048	ERIK LARSEN DIESEL	711253	ANNUAL INSPECTION	694.40		694.40	
020691	002	11/04/2014	F0257	FIRE CHIEFS ASSOCI	179	FIRE CHIEFS' ASSOC	303.00		303.00	
020692	002	11/04/2014	FPWD3	FOCAL POINT WOOD D	MAR/14	MAR/14	1,120.00		1,120.00	
020693	002	11/04/2014	FS004	FOUR STAR WATERWOR	43015	OCTAVE METER	359.05		359.05	
020694	002	11/04/2014	GMG15	GLACIER MEDIA GROU	24544	PARKS & REC DEP.	185.85		185.85	
020695	002	11/04/2014	GW178	GRAY WHALE DELICAT	593864	MEAT & CHEESE TRAY	78.70		78.70	
020696	002	11/04/2014	KI001	WORLEYPARSONS CANA	199520	MAR/14 LAB SERVICE	3,288.60		3,288.60	
020697	002	11/04/2014	KS073	TOTAL DELIVERY SYS	172054	NI LABS	21.17		21.17	
020698	002	11/04/2014	NI005	NORTH ISLAND LABOR	90060 90139	HWY RES/SNUG/HELEN MARINE/SNUG/HWY RE	131.25 131.25		262.50	

# R-1.4

Report: M:\live\lapchklx.p  
Version: 010003-L58.68.00  
User ID: mdosdall

District of Ucluelet  
AP Cheque Listing  
Cheque # From 020641 To 020706(Cheques only)

Page: 3 of 3  
Date: 15/04/14  
Time: 11:17:25

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void	
020699	002	11/04/2014	SJ004	S & J SERVICES	660083	MAR/14 FIRE HALL	138.60		2,553.51		
					660082	MAR/14 LYCHE	1,386.00				
					660086	MAR/14 AQUARIUM	378.00				
					660084	MAR/14 JANITORIAL	315.00				
					660085	MAR/14 JANITORIAL	335.91				
020700	002	11/04/2014	TE541	TECH ELECTRICAL CO	1933	SCADA-GROUNDING AN	935.34		4,710.75		
					1931	TROUBLESHOOT-HEMLO	93.71				
					1930	RELOCATE GENSET PO	524.71				
					1929	INSTALL CIRCUITS-C	440.99				
					1932	VFD TEST-KIMOTO LI	93.71				
					1934	REEF PT/PEN RD CON	482.02				
					1935	TAUCA LEA/FORBES/E	2,140.27				
020701	002	11/04/2014	TM007	TELUS COMMUNICATIO	2062026	PHONE REPLACEMNET	171.36		171.36		
020702	002	11/04/2014	TS002	TRAN SIGN LTD.	143345	ROAD SIGNS	3,444.27		3,444.27		
020703	002	11/04/2014	TSC19	TRANSPARENT SOLUTI	7095	MAY/14 CLEARMAIL	20.95		20.95		
020704	002	11/04/2014	UC142	UCLUELET CONSUMER'	C01093954	AFTERSCHOOL KIDS-F	45.32		45.32		
020705	002	11/04/2014	UI923	UKEE INFO TECH	10051	IT SUPPORT DEC/13-	1,933.84		1,933.84		
020706	002	11/04/2014	UV146	UCLUELET VOLUNTEER	Q1-2014	Q1/14	2,100.00		2,100.00		
Total:							92,990.16	0.00	92,990.16		

\*\*\* End of Report \*\*\*



## STAFF REPORT TO COUNCIL

Council Meeting: APRIL 22, 2014

500 Matterson Drive, Ucluelet, BC V0R 3A0

**FROM:** WARREN CANNON, PUBLIC WORKS SUPERINTENDENT

**FILE NO:** 5460-01

**SUBJECT:** PENINSULA SIGNAGE – ESTABLISHING NEW GATEWAY SIGNAGE BETWEEN MATTERSON DRIVE AND ALDER STREET

**ATTACHMENT(S):** 1. SIGN MOCKUP  
2. SITE PLAN - Pictorial Elevation of Proposed Signage Type

### **RECOMMENDATION(S):**

1. **THAT** Council receive this report for information;
2. **THAT** Council direct staff to pursue new Gateway Signage in locations proposed and change the school zone to playground zone ;
3. **THAT** Council direct staff to remove the crosswalk adjacent to the Elementary School;
4. **THAT** Council advise staff to purchase and install a reader board in the location identified in the attached site plan.

### **PURPOSE:**

The purpose of this report is to provide Council with information on traffic alterations resulting from the Joint Traffic Safety working group meetings, and costs associated with the alterations in the recommendations above.

### **BACKGROUND:**

In 2013 staff were asked to review traffic control and signage between the school zone area from Matterson Drive to Marine Drive along Peninsula Road. The objective of the review was to identify potential risk to pedestrian traffic, reduce existing signage within the school zone area that could be misleading to drivers and provide options and cost estimates to future calming devices to assist in controlling speed in the area.

As part of an initiative program the Insurance Corporation of British Columbia (ICBC) offered to undertake a comprehensive review of traffic signs and road markings within the District. The area of concern was reviewed in this report and recommendations given.

To date two Joint Traffic Safety Working Sessions have taken place. The sessions had representatives from Council, Staff, PAC, RCMP, UES and USS. The purpose of these meetings was to discuss the school zone area and collectively decide best options to address the issues of this area.

As a result of the meetings District staff were asked to pursue:

1. New gateway signage: Change existing signage from school zone signs to an increased size playground zone signs and position them on either side of the road at Matterson/Peninsula and Alder/ Peninsula forming a gateway in the area and change existing school zone signage on all the collector roads to playground zone signage. This will change the existing school zone to playground zone reducing the amount of signs along Peninsula Rd. and enforce 30km/h speed limits seven days a week from dawn to dusk.
2. Remove crosswalk: the crosswalk adjacent to the Elementary School was identified as a risk as it directs pedestrians to cross the road where there is no walking path provided for them.
3. Reader Boards: A reader board to be installed between the area from the high school entrance to the high school band room along Peninsula Rd.

**COSTS:**

Gateway signs/collector road signs	\$2820.00
Crosswalk removal	\$800.00
Speed Reader	\$10,000
Total :	\$13,620.00

All estimates include labour and material.

**SUMMARY AND CONCLUSION:**

The objective of this report is to change the existing signage from school zone to playground zone by removing the school zone signs and replacing them with playground zone signs installed in the locations identified on the sketch provided. The zone would then be in effect from dawn to dusk, and therefore generally cover school hours as well as non-school days.

Remove the existing crosswalk adjacent to the elementary school to eliminate liability and risk to pedestrians crossing to an area with no identified walking path.

Install a speed reader to warn drivers to reduce speed in the area.

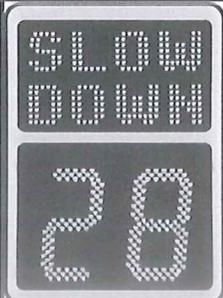
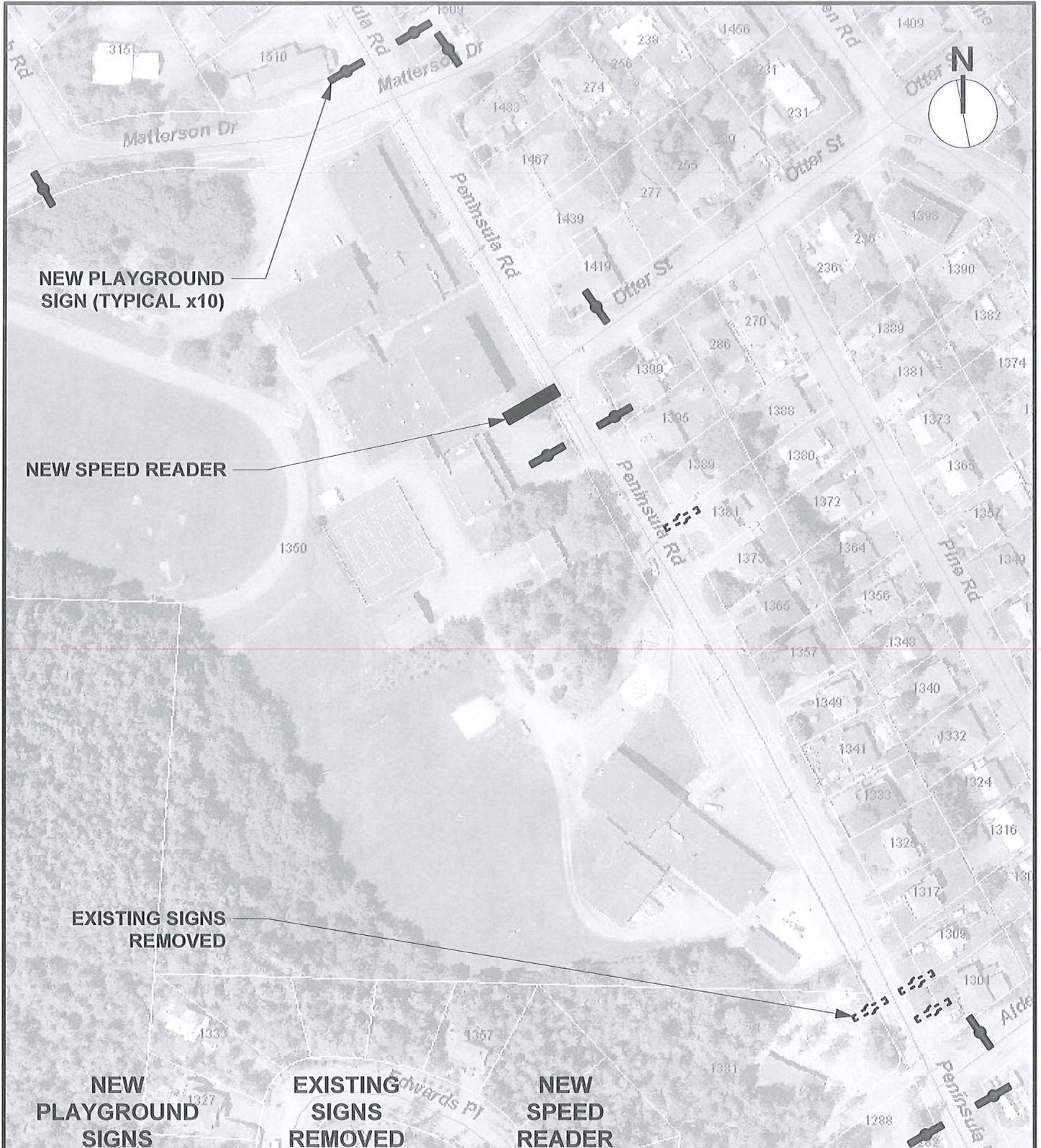
**Respectfully submitted:**



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Warren Cannon,  
Superintendent of Public Works





# SCHOOL SIGNAGE PROGRAM

APRIL 2014



## STAFF REPORT TO COUNCIL

Council Meeting: APRIL 22, 2014

500 Matterson Drive, Ucluelet, BC V0R 3A0

**FROM:** PATRICIA ABDULLA, MANAGER OF PLANNING

**FILE No:** 3900-25: FOLIO: 128052;  
RZ 14-01, BYLAW #1167

**SUBJECT:** Rezoning #14-01 – 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):** (1) STAFF REPORT TO COUNCIL, MARCH 11, 2014  
(2) BYLAW #1167

**RECOMMENDATION(S):**

1. **THAT** Council consider approval of the following recommendations:
  - a. **THAT** Zoning Bylaw No. 1167, 2014 be given THIRD Reading

**PURPOSE:**

To advance Bylaw #1167 to Third Reading, having given a Public Hearing on April 22, 2014.

**Respectfully submitted:**

A handwritten signature in black ink, appearing to read "Patricia Abdulla", is written over a horizontal line.

Patricia Abdulla, Manager of Planning



## 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**

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### **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

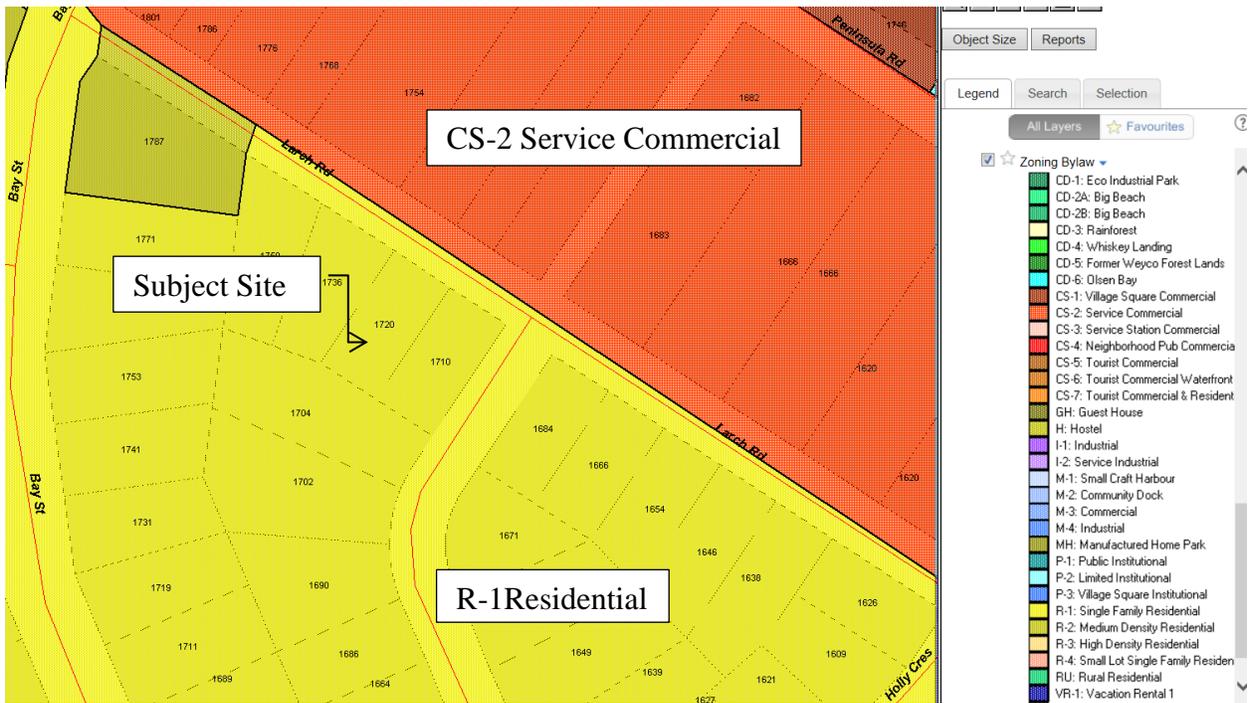


FIGURE 2

**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

**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 11th day of March, 2014

**READ A SECOND TIME** this 11th day of March, 2014

**PUBLIC HEARING** held this 22nd day of April, 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."

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Mayor  
Bill Irving

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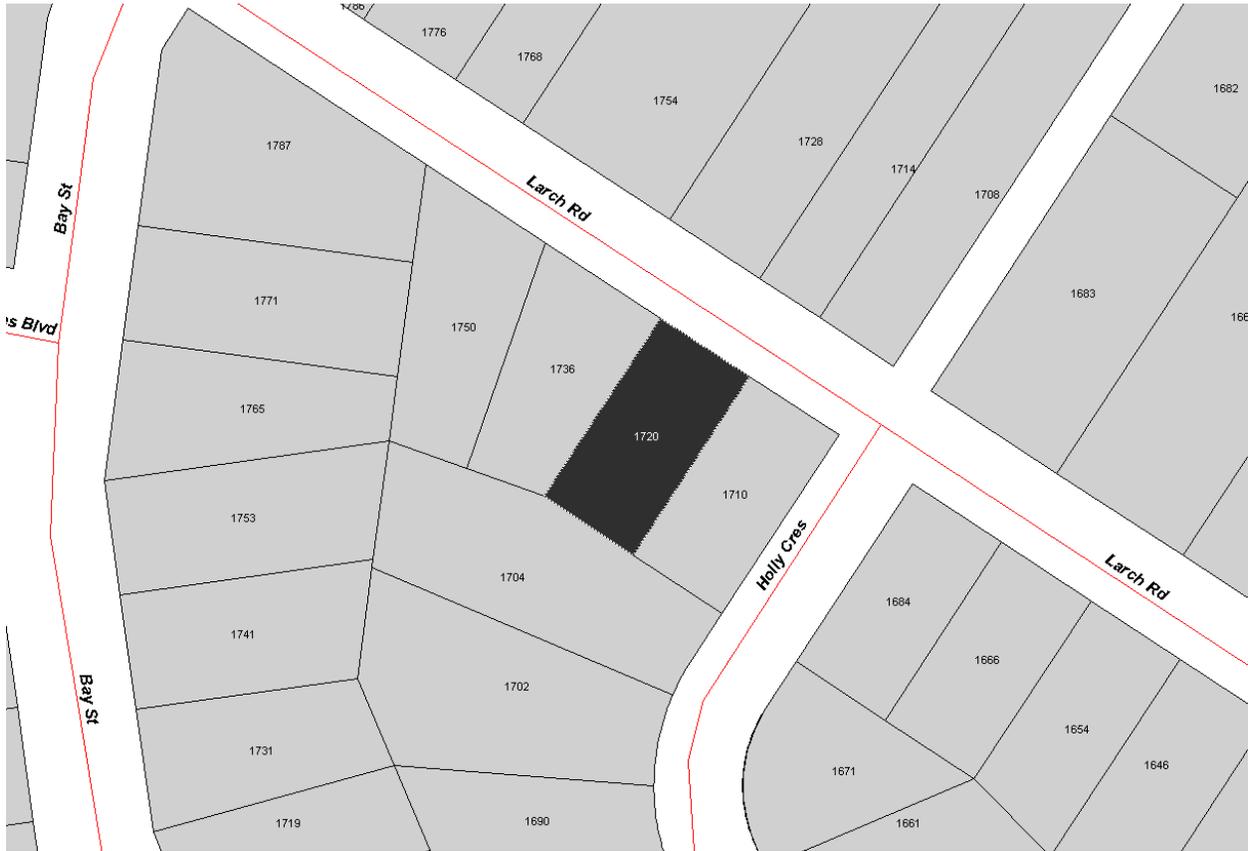
CAO  
Andrew Yeates

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

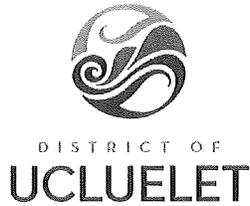
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CAO  
Andrew Yeates

SCHEDULE 'A'  
Bylaw 1167



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## STAFF REPORT TO COUNCIL

Council Meeting: APRIL 22, 2014  
500 Matterson Drive, Ucluelet, BC V0R 3A0

**FROM:** JOHN TOWGOOD, PLANNING ASSISTANT

**FILE No:** 6410-01

**SUBJECT:** REMOVAL OF TWO EXISTING HOUSING AGREEMENTS AT 270 OTTER STREET

**ATTACHMENT(S):** APPENDIX A – BYLAW NO. 1168, 2014  
APPENDIX B – REPORT DATED APRIL 08, 2014

**RECOMMENDATION(S):**

1. **AND THAT** Council give Fourth reading and Adoption to Housing Agreement (270 Otter St.) Amendment Bylaw No. 1168, 2014 (Appendix A)
2. **AND THAT** Council, on adoption of the Bylaw, direct staff to remove notice of the existing ownership housing agreements on the title of Strata Lots 1 & 2, Plan VIS6505 (270 Otter Street).

**Respectfully submitted:**

John Towgood, Planning Assistant

**DISTRICT OF UCLUELET**

**Bylaw No. 1168, 2014**

Housing Agreement (270 Otter St.) Amendment Bylaw No. 1168, 2014

---

**WHEREAS** Section 905 and of the *Local Government Act* permits the District amend and conclude a housing agreement;

**WHEREAS** the owners of land affected by the housing agreement have requested and consented to its termination;

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

1. The District of Ucluelet amends the housing Agreement associated with “Ucluelet Housing Agreement Bylaw No. 1076” by decreeing it concluded and no longer necessary for the original purposes intended.
2. This Bylaw may be cited as “Housing Agreement (270 Otter St.) Amendment Bylaw No. 1168, 2014”.

**READ A FIRST TIME** this 8<sup>th</sup> day of April, 2014.

**READ A SECOND TIME** this 8<sup>th</sup> day of April, 2014.

**READ A THIRD TIME** this 8<sup>th</sup> day of April, 2014.

**ADOPTED** this \*\* day of \*\*\*, 2014.

**CERTIFIED A TRUE AND CORRECT COPY** of “Housing Agreement (270 Otter St.) Amendment Bylaw No. 1168, 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



## STAFF REPORT TO COUNCIL

Council Meeting: APRIL 8, 2014  
500 Matterson Drive, Ucluelet, BC V0R 3A0

**FROM:** JOHN TOWGOOD, PLANNING ASSISTANT

**FILE NO:** 6410-01

**SUBJECT:** REMOVAL OF TWO EXISTING HOUSING AGREEMENTS AT 270 OTTER STREET

**ATTACHMENT(S):** APPENDIX A – BYLAW NO. 1168

### **RECOMMENDATION(S):**

1. **THAT** Council receives this report for information.
2. **AND THAT** Council direct staff to develop an affordable housing policy and building specifications.
3. **AND THAT** Council give First, Second and Third reading to Bylaw No. 1168 – A Bylaw to Rescind Housing Agreement Bylaw No. 1076, 2008
4. **AND THAT** Council direct staff to remove the existing ownership housing agreements on the title of strata lot 1 & 2, Plan VIS6505 (270 Otter Street).

### **PURPOSE:**

To provide Council with the information and analysis on the existing Perpetual Affordable Housing (PAH) Units as an affordable housing mechanism and to release the subject units from their housing agreements for reasons outlined in this report.

### **BACKGROUND:**

In 2004, Council amended the OCP to adopt inclusionary zoning policies to help address a perceived affordable housing issue. The amendment required 15-20 percent of units in new multi-family developments to be affordable. In 2008, The Moorage development built 14 units which required the developer to create two affordable units. The two units were put into the PAH program. The units were to be created for individuals and families who were either long-term residents of Ucluelet or who intended to become long-term residents. The program was geared for those who were unable to enter into market rental and ownership housing opportunities. The qualified applicants were entered into a lottery that determined the order in which they are to be placed into a PAH unit. The prices for the units were set to be affordable to someone earning 80% or less than the median household income in the District of Ucluelet as reported by Statistics Canada and as defined by Canada Mortgage Housing Corporation, CMHC. The PAH concept involved a Housing Agreement on title to keep housing prices affordable in perpetuity. In 2008, two PAH homeownership units sold for \$150,000 and \$160,000 respectively and two Housing Agreements were approved by Council on May 27th, 2008 with the adoption of the "Ucluelet Housing Agreement Bylaw No. 1076, 2008". The Agreement was signed by the developer, the unit owners and the District of Ucluelet. In December of 2011 the owner of the lower PAH unit, Strata Lot 1, Section 21, Plan VIS6505 requested Staff to initiate the sale of their unit through the Ucluelet Affordable Housing Committee (UAHC). A new price was calculated based on the Annual CPI

increase plus 0.2%. The new listing price was \$162,695. Since 2011 there has only been one interested party in the unit and they could not get a mortgage for the unit. The owners have since dropped the price to \$160,000 and to date they have not received an inquiry at that price. Also Staff have received a request from the two PAH unit owner to remove their ownership Housing Agreement from their property title.

**AFFORDABILITY ANALYSIS:**

Affordability as set by CMHC is a Gross Debt Service (GDS) ratio at 32% or less of your gross household monthly income. Working back from the monthly servicing costs of the units:

Gains	
Mortgage	\$929.00
Hydro	\$200.00
Life insurance	\$50.00
Property Tax	<u>\$121.00</u>
Total Monthly Housing costs:	\$1300.00

If \$1300.00 is 32% then the required minimum monthly gross household income is \$4062.50 per month or \$48,744.00 per year or one person full time at \$27.45 an hour. This assumes the household has no other debts to service. An annual wage of \$48,744.00 is above the 2005 census average income for Ucluelet at \$42,507.00 indicating you would need to make over the average income to afford either of these Units.

**FINANCIAL ANALYSIS:**

The PAH ownership program was meant to help people enter the real-estate market, to benefit from property ownership. The housing agreements were put in place to keep the attainability of these units in perpetuity. Unfortunately the Housing Agreement essentially restricts the owner from benefiting from any gain in the market. The existing owners purchased their units at a time when the local real-estate market did not offer much choice for households with a combined income at or below the median income level for a family living in Ucluelet. Since then the market has shifted, housing and land prices have fallen, and there is a large inventory of housing for sale. The PAH units, like many other properties in town, are overvalued at their original purchase price. A downturn in the real-estate market is something the PAH program is not set up to consider as the program is based solely on an upmarket. In essence a potential purchaser of a PAH unit is open to all the risk in the market value of the property while the housing agreement restricts them from gaining any benefit from an upturn in the real-estate market.

The following calculation examines the financial performance of the existing lower PAH unit over the next 5 years. This calculation does not include any potential losses from a downturn in the real-estate market.

This calculation is based on the following assumptions and facts:

- Original 2008 purchase Price: \$152,709.00
- Sale price as of December 15, 2013: \$162,695.00
- Interest Rate: 5.340% (Fixed) - This is a historically low interest rate. A higher interest rate will negatively affect any Principle gain.

- Down Payment (5%): \$8134.75
- Monthly Payment: \$929.08
- Rental Rate: \$800 - Based on comparable ground level 2 bedroom suites.
- The CPI: N.A. - The Consumer Price Index (CPI) measures changes in the price level of a market basket of consumer goods and services purchased by households. So any gains are just representing inflation and should not be considered gains at all and have not been included in the below calculation.

5 Years in a PAH Ownership Unit:

Gains

Allowable CPI Gain (plus .2%)	\$9,986.00	(N.A. Linked to Inflation)
Principle gain	<u>\$17,043.00</u>	(See Item B. below)
Gross Gains	\$17,043.00	

Losses

Legal Fees	\$2,000.00	(Estimated 1 time fee)
Mortgage payment	\$55,744.80	(\$929.08 x 60 months)
Yearly Property taxes	\$7,285.00	(\$1457.00 x 5 years)
Required mortgage insurance	\$4,250.40	(2.75% of loan amount, a 1 time fee)
Required life insurance	\$3,000.00	(\$50.00 x 60 months)
Housing Depreciation	<u>\$11,592.00</u>	(1.5% CHMC x Sale price x 5 years)
Gross Losses	\$86,872.20	

Net Cost over the next 5 years \$69,829.20 (Losses minus Gains)

5 Years in a Rental Unit:

Rental	\$48,000.00	(\$800 x 60 months)
Net Cost over the next 5 years	\$48,000.00	

After 5 Years a potential purchaser would have spent \$21,829.20 less renting compared to purchasing a PAH Unit with no risk to an adverse real-estate market.

**EXISTING UNIT DESIGN**

The District of Ucluelet has two existing PAH units both are approximately 900sqft and have two bedrooms each. These units were built in an over / under arrangement which is a design that is vulnerable to sound transference. Both Tenants have complained of sound transference due to this over / under arrangement. The small size and uncomfortable sound transference quality of these units lead staff to consider these units as starter homes only with the expectation that the owners would want to move within 5 years.

**PERSONNEL IMPLICATIONS**

Housing agreements can require significant staff time due to administrative complexities and monitoring of the terms of the housing agreement. The agreement states the building is to be in a good state of repair, all appliance replacements are to be high energy conservation rating and a no rental

clause. All of which would take considerable staff time to monitor and enforce as these units age. The district will be put into the uncomfortable position of enforcing these terms and requiring the owners to make costly upkeep even though a lower income is part of the ownership purchasing requirement.

### **EXISTING POLICY**

#### ***Official Community Plan***

*Land Use Policies, 3.5, i. Affordable Housing*

*The existing policy does not suggest that the District will be involved in ownership housing agreements. It does, however, reference the two existing units:*

*In 2004, the District initiated the Perpetual Affordable Housing (PAH) program. The PAH involves a Covenant and Housing Agreement on title to keep housing prices and rent affordable in perpetuity. The units are created for individuals and families who are either long-term residents of Ucluelet or who intend to become long-term residents. The program is geared for those who are unable to enter into market rental and ownership housing opportunities. Qualified applicants are entered into a lottery which determine the order in which they are selected to be placed into a PAH unit. In 2008, the first two PAH homeownership units sold at \$155,000 and \$160,000, respectively—well below the average price of housing in Ucluelet of \$234,300. Two PAH units have been built to date.*

The object of the report is not to remove the PAH program but to remove the existing two housing agreements and start the discussion on how the PAH program can better meet its affordable housing objective.

### **SUMMARY AND CONCLUSION:**

The two existing PAH ownership units have served their purpose by creating smaller housing units located close to schools and the village square. The PAH program has allowed the two owners to enter the housing market and are now in a position of home ownership. The PAH program was successful in creating these units, selecting the ownership candidates and at restricting the candidates ability to flip these units in positive economic times. As supported by the above financial analysis, the two existing PAH units in perpetuity is no longer furthering the objective of the affordable housing program; by not allowing the prospective owners to one day benefit from ownership while at the same time being subject to the market risks of ownership. Therefore this staff report recommends the removal of the housing agreements from the two existing units; and further seek councils direction to develop an affordable housing policy and building specifications for future affordable housing units.

The removal of the two existing housing agreements in no way indicates a change in policy or a change to any existing or future development agreement in regards to affordable housing and the PAH program.

**Respectfully submitted:**

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John Towgood, Planning Assistant