

AGENDA

REGULAR MEETING OF COUNCIL

Tuesday, October 28, 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

October 28, 2014 at 7:30 pm
 George Fraser Room, Ucluelet Community Centre
 500 Matterson Drive, Ucluelet, BC

	CALL TO ORDER:	
	ADOPTION OF MINUTES:	
Pg.7	MIN-1 October 14, 2014 Regular Council Minutes	
Pg.19	MIN-2 October 16, 2014 Special Council Minutes	
	PUBLIC INPUT, DELEGATIONS & PETITIONS: Suspended under Section 19.2(f) of Municipal Bylaw No.1166, 2014: <i>The provisions of this section are suspended from the close of nominations preceding a general local election or by-election until the meeting of Council following the election, except where Council, by resolution, permits a person or delegation to address Council.</i>	
	CORRESPONDENCE:	
Pg.23	C-1 Request to Extend Bike Lane along Coast Guard Drive Robin Myck, Resident	
Pg.25	C-2 BC Resort Communities Funding Proposal Nicole Vaugeois, Ph.D. – BC Regional Innovation Chair in Tourism and Sustainable Rural Development, Vancouver Island University	
Pg.29	C-3 Request to Discuss Tofino Complex Care Facility Plans Derek Appleton, Chair, Westcoast Native Health Care Society	

INFORMATION ITEMS:

- Pg.31 **I-1 Commercial Skate Allocation in British Columbia**
Hon. Gail Shea, Minister of Fisheries and Oceans
- Pg.35 **I-2 UBCM Follow-up on International Trade and Business Development**
Hon. Teresa Wat, Minister of International Trade
- Pg.37 **I-3 Response to Economic Development in Ucluelet**
Hon. Christy Clark, Premier of British Columbia
- Pg.41 **I-4 Follow-up on Highway 4 Maintenance**
Hon. Todd Stone, Minister of Transportation and Infrastructure
- Pg.43 **I-5 Update on S.A.L.T.S. Program Experience**
Rachel Dziama, USS Student
- Pg.45 **I-6 Gas Tax Agreement Community Works Fund Payment**
Sav Dhaliwal, UBCM President

REPORTS:

- Pg.47 **R-1 Expenditure Voucher G-17/14**
Jeanette O'Connor, CFO
- Pg.51 **R-2 Quarterly Managers' Report for Third Quarter, 2014**
District of Ucluelet
- Pg.55 **R-3 Quarterly Motion Report for Third Quarter, 2014**
District of Ucluelet
- Pg.61 **R-4 2015 Council Meeting Schedule**
Jeanette O'Connor, CFO
- Pg.63 **R-5 Holiday Season Office Hours**
Jeanette O'Connor, CFO
- Pg.65 **R-6 Age-Friendly Community Planning and Projects Grant**
Abby Fortune, Director of Parks and Recreation
- Pg.69 **R-7 Community Input and Assessment Process for Bylaw 1160, 2013**
Patricia Abdulla, Manager of Planning

LEGISLATION:

Pg.73

L-1 Fourth Reading of Bylaw No. 1175, 2014 – Ucluelet Municipal Property Tax Exemption

Jeanette O'Connor, Chief Financial Officer

Pg.77

L-2 Proposal to Rezone 1136 Coral Way from R1 Single Family Residential to VR-1 Vacation Residential

John Towgood, Planning Assistant

Pg.89

L-3 Up to Three Readings of Bylaw No. 1178, 2014 – Oath of Office

Andrew Yeates, CAO

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>	

DISTRICT OF UCLUELET
 Minutes of the Regular Council Meeting
 held in the George Fraser Room, 500 Matterson Drive,
 Ucluelet, BC on October 14, 2014 at 7:30 pm

COUNCIL PRESENT:

Mayor Irving
 Councillor Mole
 Councillor Oliwa
 Councillor Corlazzoli

STAFF PRESENT:

Andrew Yeates, CAO
 Patricia Abdulla, Manager of Planning
 Morgan Dossdall, Recording Secretary

REGRETS:

Councillor Lyons

CALL TO ORDER:

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

APPROVAL OF MINUTES:

ERRORS OR OMISSIONS: None

MIN-1 September 9, 2014 Public Hearing Minutes

Moved by Councillor Corlazzoli and seconded by Councillor Oliwa

BE IT RESOLVED: *THAT the September 9, 2014 Public Hearing minutes be adopted as presented.*

Carried.

MIN-2 September 9, 2014 Regular Council Minutes

Moved by Councillor Corlazzoli and seconded by Councillor Mole

BE IT RESOLVED: *THAT the September 9, 2014 Regular Council minutes be adopted as presented.*

Carried.

BUSINESS OUT OF THE MINUTES:

None

PUBLIC INPUT, DELEGATIONS & PETITIONS:

- ❖ Mayor Irving read section 19.2(f) of the *District of Ucluelet Council Procedures Bylaw No.1166, 2014*, which states:

The provisions of this section are suspended from the close of nominations preceding a general local election or by-election until the meeting of Council following the election, except where Council, by resolution, permits a person or delegation to address Council.

CORRESPONDENCE ITEMS:

- C-1 Request to Proclaim October 20 – 26, 2014 as National Waste Reduction Week**
Jessie Christophersen, Recycling Council of British Columbia

Moved by Councillor Mole and seconded by Councillor Oliwa

BE IT RESOLVED: *THAT Council proclaim October 20 – 26, 2014 as National Waste Reduction Week.*

Carried.

- C-2 Request for Action to Address Deer Population in Ucluelet**
Lisbeth Edwards, Resident

Moved by Councillor Mole and seconded by Councillor Oliwa

BE IT RESOLVED: *THAT Council receive correspondence item C-2 for discussion.*

Carried.

Moved by Councillor Mole and seconded by Councillor Oliwa

BE IT RESOLVED: *THAT Council direct staff to ascertain deer population numbers and trends in Ucluelet;*
AND THAT Council invite the conservation officer and fish and game club to meet to discuss options for deer population control.

Carried.

- C-3 Request to Proclaim October as Foster Family Month**
Stephanie Cadieux, Minister of Children and Family Development

Moved by Councillor Mole and seconded by Councillor Corlazzoli

BE IT RESOLVED: *THAT Council proclaim October as Foster Family Month.*

Carried.

INFORMATION ITEMS:

Moved by Councillor Corlazzoli and seconded by Councillor Oliwa

BE IT RESOLVED: *THAT Council receive information items I-1 through I-10.*

Carried.

- I-1 Catch Allocation for Coho in Area G**
Mayor Bill Irving, District of Ucluelet
- I-2 Youth Parliament of British Columbia**
Dora Turje, Youth Parliament of B.C. Alumni Society
- I-3 Limited Duration Postings for RCMP**
Chief Supt. Ray Bernoties, Island District RCMP
- I-4 British Columbia Community Achievement Award Call for Nominations**
Hon. Christy Clark, Premier of British Columbia

- I-5 Tofino General Hospital Upgrades**
Joe Murphy, Island Health
- I-6 Multi Material BC's Stewardship Program**
Hon. Mary Polak, Minister of Environment
- I-7 Depots in Tofino and Ucluelet now accepting MMBC Materials**
Sarah Stephen, Multi Material BC (MMBC)
- I-8 Health Data for Local Health Area 70**
Hon. Terry Lake, Minister of Health
- I-9 UBCM Follow-up**
Selina Robinson, Opposition Spokesperson for Local Government, Legislative Assembly of British Columbia
- I-10 Location of CBT Biosphere Centre**
Rebecca Hurwitz, Clayoquot Biosphere Trust Board of Directors

Moved by Councillor Oliwa and seconded by Councillor Mole

BE IT RESOLVED: *THAT Council direct staff to forward information I-2 to Ucluelet Secondary School as soon as possible;*

AND THAT Council will, if possible and a successful application is made, provide financial assistance in the amount of \$275 for the registration fee.

Carried.

REPORTS:

- R-1 Expenditure Voucher G-16/14**
Jeanette O'Connor, CFO

Moved by Councillor Mole and seconded by Councillor Oliwa

BE IT RESOLVED: *THAT Council receive report R-1, Expenditure Voucher G-16/14.*

Carried.

- R-2 Artist Loop Completion A & B of Wild Pacific Trail**
Abby Fortune, Director of Parks and Recreation

Moved by Councillor Mole and seconded by Councillor Corlazzoli

BE IT RESOLVED: *THAT Council approve recommendations 1 through 3 of report R-2, which state:*

- 1. THAT Council support the Artist Loops Completion A & B of the Wild Pacific Trail;*
- 2. THAT Council authorize the release of funds from WPT - Special Projects budget of \$10,000 for the Artist Loops Completion A;*
- 3. AND THAT Council authorizes the release of the remainder of the funds from the Terrace Beach Walkway project to be used for the Artist Loops Completion B in the amount of \$9,000.*

Carried.

R-3 Development Permit Application for the Number One Market, 1972 Peninsula Road - DP#14-04

John Towgood, Planning Assistant

Moved by Councillor Oliwa and seconded by Councillor Mole

BE IT RESOLVED: *THAT Council receive report R-3, the "Development Permit Application for Lot 1, Plan VIP7983, District 09, The Number One Market, 1972 Peninsula Road" report for discussion.*

Carried.

Moved by Councillor Corlazzoli and seconded by Councillor Oliwa

BE IT RESOLVED: *THAT Council approve recommendation 2 of report R-3, which states:*
2. THAT Council considers the approval of a Development Permit on the above referenced property subject to the conditions outlined below and within the body of this report.

Carried.

LEGISLATION:

L-1 First, Second, and Third Reading of Bylaw No. 1175, 2014 - Ucluelet Municipal Property Tax Exemption

Jeanette O'Connor, CFO

Moved by Councillor Corlazzoli and seconded by Councillor Mole

BE IT RESOLVED: *THAT Council approve the recommendation of report R-1, which states:*

1. THAT Council gives up to three readings to "Ucluelet Municipal Property Tax Exemption Bylaw No. 1175, 2014".

Carried.

Moved by Councillor Corlazzoli and seconded by Councillor Mole

BE IT RESOLVED: *THAT Council give First Reading to Ucluelet Municipal Property Tax Exemption Bylaw No. 1175, 2014.*

Carried.

Moved by Councillor Oliwa and seconded by Councillor Corlazzoli

BE IT RESOLVED: *THAT Council give Second Reading to Ucluelet Municipal Property Tax Exemption Bylaw No. 1175, 2014.*

Carried.

Moved by Councillor Mole and seconded by Councillor Corlazzoli

BE IT RESOLVED: *THAT Council give Third Reading to Ucluelet Municipal Property Tax Exemption Bylaw No. 1175, 2014.*

Carried.

L-2 Third Reading of Bylaw No. 1160, 2013 – Ucluelet Zoning
Patricia Abdulla, Manager of Planning

Moved by Councillor Corlazzoli and seconded by Councillor Mole

BE IT RESOLVED: *THAT Council receive legislation item L-2, “Zoning Bylaw #1160 – Third Reading Report” for discussion.*

Carried.

Moved by Councillor Oliwa and seconded by Councillor Corlazzoli

BE IT RESOLVED: *THAT Council give Third Reading to District of Ucluelet Zoning Bylaw No. 1160, 2013.*

Carried.

COM-1 COMMITTEE REPORTS:

Councillor Dario Corlazzoli

• **Fisheries**

Total of 33,000 metric tonnes of hake fished, about 40% of quota; fishery now stalled due to scattered fish, price drop and inclement weather; companies now going to different groundfish; challenges faced were loss of the Russia/Ukraine market as 80% of fish processed in Ucluelet go there; salmon harvest was good

• **Ucluelet Chamber of Commerce**

Dates to note:

- AGM on November 26, 2014
- Murder Mystery Fundraiser on February 13, 2015; still discussing theme
- All Candidates meeting on October 27 from 7-9 pm at community centre
- Christmas Midnight Madness on November 28; no longer in conflict with Tofino’s Jingle into Christmas

Met with UCOC executives to discuss funding opportunities for junction information centre; next step will be meeting with UCOC, Tourism Ucluelet, and Council to plan long-term solution to funding

• **Wild Pacific Trail**

Trail extensions and Artist’s Loops are moving forward; have occupation license with Weyerhaeuser for new trails, contract set for next week or two to finish off dead-end/unfinished sections and move trail closer to water

Signage for parking lot indicators currently with Director of Parks and Recreation to finish

New website has launched, designed by Barbara Schramm

Trail usage numbers available for the season with exciting results for Lighthouse Loop:

	<u>2013</u>	<u>2014</u>
– July	9,000 people	11,000 people
– August	10,000 people	13,000 people

Usage numbers don't include those who drive to end of Coast Guard Rd and walk in from there, so very positive overall; trail is major economic driver for area; compiled survey results of participants of Aquarium's interpretive walks indicated people came specifically for that program; congratulations to WPT society for successes

Councillor Sally Mole

- Westcoast Community Resources Society

AGM on October 16, 2014 at 7:30pm at Aquarium

- Ucluelet Recreation Commission

Flea Market on October 19 at community centre

Impressed with work done at skate park, want to see this momentum continue; keen to get skate lessons going; organizer of skate competition would teach; can use indoor ramp in Tofino for lessons

Councillor Randy Oliwa

- Parent Advisory Committee/Public School Liaison

USS PAC meeting on October 16 at 7pm in board room

UES PAC meeting on October 21 at 6:30pm in library

UES planning Family Fun Night for evening of October 20 at elementary school, RCMP to host. Bringing back retro Fun Fair on February 13, 2015; looking for male volunteers

- Ucluelet Volunteer Fire Brigade

Almost completed agreement with Long Beach Airport; will go for review to UVFB

Fire Prevention Week from October 5 - 11; held Open House on October 11 from 11-1pm, was well-attended; thank-you to UVFB for hosting

- Ucluelet/Provincial Emergency Program

Provincial Shake-Out drill on October 16, 10:15-11:15am; District will run mock scenario, asking participants to head to high points, planning committee will be at EOC and at assembly areas; will broadcast 1964 Alaska earthquake over radio; thank-you to ESS committee and volunteers

- Economic Development

Pacific Rim knowledge project finishing end of October, Clr. Mole to attend meeting for Clr. Oliwa; will bring forward Ucluelet's asset inventory portion of project at meeting

Met with Rebecca Hurwitz from CBT to discuss BC Jobs Plan and accessing funding; Province reallocating old money, have hired apprenticeship advisors; Rebecca working with First Nations and west coast advisor

Mayor Irving

- Pacific Rim Harbour Authority

Meeting in Vancouver in a few days, will be pushing harbour upgrade project

- Aquarium Board

Aquarium reported successful year; had AGM; have new members on board

- Community Forest
Council met with partner and board to clarify roles and responsibilities; Mayor Irving received email indicating Ministry hopes to have review of application completed in a week
- Town Hall Water Meeting
Held October 7, 2014; good opportunity for Council to address short and long term issues and future plans
Public can access follow-up information on Ucluelet website and use contacts provided to ask questions or give suggestions
- Fisheries
Received email from Dr. Lunney in follow-up to meeting 6 months ago with Minister Shea; intent of discussion is to generate local employment stability in fisheries industry on west coast; Minister was very interested in Council's comments
- Farewell to Long-standing Community Member
Mrs. Hardy will be moving to senior's home in Port Alberni; has been in community for decades; Council and community wish her well

UBCM Reports

- ❖ Council attended the Union of British Columbia Municipalities convention and met with the following Ministers/Ministries:
 - Minister Wat; International Trade
 - Minister Virk; Advanced Education
 - Minister Fassbender; Education
 - Emergency Health Services (BC Ambulance)
 - Minister Bond; Jobs, Tourism and Skills Training
 - Minister Cadieux; Children and Family Development
 - Minister Rustad, Aboriginal Relations and Reconciliation
 - Minister Polak; Environment
 - Minister Bennett; Energy and Mines
 - Minister Coleman; Natural Gas Development
 - Chief of Staff for Premier's Office, Dan Doyle
 - Minister Anton; Justice
 - Minister Stone; Transportation and Infrastructure
 - Minister Lake; Health
- ❖ Mayor Irving and Clr. Mole attended RMI Communities in B.C. meeting with Minister Bond and Minister Yamamoto (Tourism and Small Business); Resort Municipality Infrastructure funding will be capped, affecting amount of money received by communities; still looking at how to distribute funds

LATE ITEMS:

- LI-1 Letter from Long Beach Airport Advisory**
Mayor Bill Irving, District of Ucluelet

Moved by Councillor Mole and seconded by Councillor Corlazzoli

BE IT RESOLVED: *THAT Council receive late information item LI-1 for information.*

Carried.

LR-1 Delineators on Matterson Drive

Warren Cannon, Superintendent of Public Works

Moved by Councillor Corlazzoli and seconded by Councillor Oliwa

BE IT RESOLVED: *THAT Council receive late report item LR-1 for information.*

Carried.

Moved by Councillor Mole and seconded by Councillor Oliwa

BE IT RESOLVED: *THAT Council direct staff to bring follow-up report back to Council that includes visual aids for delineator/disc placement and provides analysis on the subsequent effects on safety.*

Carried.

LR-2 Peninsula Road

Warren Cannon, Superintendent of Public Works

Moved by Councillor Mole and seconded by Councillor Corlazzoli

BE IT RESOLVED: *THAT Council receive late report item LR-2 for information.*

Carried.

Moved by Councillor Mole and seconded by Councillor Oliwa

BE IT RESOLVED: *THAT Council direct staff to postpone the purchase of solar-powered beacons until after reader boards are installed and their effectiveness is determined.*

Carried.

NEW BUSINESS

• **Street Lighting**

Clr. Oliwa recommended that Council develop a plan for street lighting to determine cost-saving strategies; currently District spends \$35,000-\$40,000 per year on lighting

Moved by Councillor Oliwa and seconded by Councillor Mole

BE IT RESOLVED: *THAT Council direct staff to bring back a report that identifies the cost-saving options for street lighting in Ucluelet.*

Carried.

• **Education**

Clr. Oliwa voiced concern over the voting structure for School Board trustees with regard to fairness in representation; suggested Council pursue dialogue with Port Alberni on the issue

Clr. Corlazzoli noted that, with the library board, the voting procedures are laid out by bylaw, and voting structure is population-based

Clr. Oliwa noted that bylaw for school board does not mention population assessments
 Mayor Irving suggested including the school district and First Nations communities in the discussion along with Tofino, Ucluelet, and Port Alberni Councils

Clr. Corlazzoli suggested Council review the current bylaw with the school board as jumping-off point prior to meeting

- UBCM

Clr. Oliwa requested staff upload Council's UBCM briefs with any follow-up correspondence to Ucluelet website for public information

- Knotweed

Clr. Corlazzoli requested that staff provide Council with a follow-up report on the knotweed project at Big Beach outlining what the next steps are

- Sue Payne

Moved by Councillor Corlazzoli and seconded by Councillor Mole

BE IT RESOLVED: *THAT Council write a letter to former Ucluelet Chamber of Commerce manager Sue Payne to thank her for her dedicated service to the Chamber.*

Carried.

- Student Council

Moved by Mayor Irving and seconded by Councillor Mole

BE IT RESOLVED: *THAT Council respond to correspondence from the Ucluelet Secondary School student council stating Council's desire to meet to discuss funding and regular liaison activities.*

Carried.

- Co-op Board

Moved by Mayor Irving and seconded by Councillor Corlazzoli

BE IT RESOLVED: *THAT Council write a letter to the Co-op Board suggesting a "paper-first" policy be implemented, where the Co-op would offer customers paper bags first in place of plastic to reduce the impact on the landfill and encourage recycling.*

Carried.

- Pacific Seafood

Mayor Irving requested staff arrange a meeting and tour with new Pacific Seafood manager Ben Beans to discuss training and employment

- Public Washrooms

Mayor Irving asked for Council direction on public washroom hours for the winter season; have previously been closed when Aquarium closed on November 30; options are to close, reduce hours from 10am-5pm (cost of \$350/month), or continue summer hours (cost of \$650/month); Aquarium staff have noted that there are still a number of people using the washrooms

Moved by Councillor Mole and seconded by Councillor Corlazzoli

BE IT RESOLVED: *THAT Council direct staff to keep the washrooms open and maintained throughout the winter, but to reduce operating hours from 10am - 5pm after November 30, 2014.*

Carried.

- Speed Reduction Request

Mayor Irving noted that two requests have been made to reduce speeds along Matterson Road and Helen Road

Moved by Councillor Corlazzoli and seconded by Councillor Mole

BE IT RESOLVED: *THAT Council direct staff to produce a report on the physical, legal, and financial implications of speed reduction along the corridor from Marine Drive, Helen Road, and Alder Drive.*

Carried.

Mayor Irving noted for the public that Marine Drive, Matterson Road, Helen Road, and Alder Drive have become a secondary route to circumvent the playground zones

Clr. Mole requested that Victoria Road also be considered in the report, and that staff discuss ramifications of having many different speed zones in town

PUBLIC QUESTION PERIOD

Council received questions from the public re:

- Clarification on UVFB impact from Long Beach Airport response agreement
- Clarification on cell phone notifications during BC ShakeOut
- Clarification on process for addressing public concerns with Zoning Bylaw No.1160

ADJOURNMENT:

Mayor Irving suspended the regular council meeting at 9:09 pm and moved in-camera under Section 91(c) of the *Community Charter*.

Mayor Irving adjourned the in-camera meeting at 10:02 pm and resumed the open meeting at 10:05 pm.

Moved by Mayor Irving and seconded by Councillor Oliwa

BE IT RESOLVED: *THAT Council call a Special Meeting of Council to be held October 16, 2014 at 1pm in the council chambers.*

Carried.

Mayor Irving adjourned the regular council meeting at 10:10 pm.

CERTIFIED CORRECT: Minutes of the Regular Council Meeting held on Tuesday, October 14, 2014 at 7:30 pm in the George Fraser Community Room, 500 Matterson Road, Ucluelet, BC.

Bill Irving
Mayor

Andrew Yeates
CAO

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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 October 16, 2014 at 1:00 pm

COUNCIL PRESENT:

Mayor Irving
 Councillor Mole
 Councillor Oliwa
 Councillor Corlazzoli

STAFF PRESENT:

Andrew Yeates, CAO
 Patricia Abdulla, Manager of Planning
 Morgan Dossdall, Recording Secretary

REGRETS:

Councillor Lyons

CALL TO ORDER:

Mayor Irving called the meeting to order at 1:00 pm

APPROVAL OF MINUTES:

None

BUSINESS OUT OF THE MINUTES:

None

PUBLIC INPUT, DELEGATIONS & PETITIONS:

- ❖ Suspended under Section 19.2(f) of Municipal Bylaw No.1166, 4014:

The provisions of this section are suspended from the close of nominations preceding a general local election or by-election until the meeting of Council following the election, except where Council, by resolution, permits a person or delegation to address Council.

CORRESPONDENCE ITEMS:

None

INFORMATION ITEMS:

None

REPORTS:

None

LEGISLATION:

L-1 Fourth Reading of Bylaw No. 1160, 2013 – Ucluelet Zoning
Patricia Abdulla, Manager of Planning

Moved by Councillor Mole and seconded by Councillor Corlazzoli

BE IT RESOLVED: *THAT Council give Fourth Reading and Adoption to Ucluelet Zoning Bylaw No. 1160, 2014.*

Carried.

Moved by Councillor Mole and seconded by Councillor Corlazzoli

BE IT RESOLVED: *THAT Council direct staff to arrange a public information session to address the issues raised during the approval process and Public Hearing for Bylaw No.1160, 2013 to give the public the opportunity for discussion;*

AND THAT Council invite the chair of the Planning Committee to attend the session.

Carried.

LATE ITEMS:

None

NEW BUSINESS

• **Co-op Letter**

Mayor Irving circulated the draft letter to the Co-op board regarding suggesting a paper bag first policy

• **Fast Cat Project**

Moved by Councillor Corlazzoli and seconded by Councillor Mole

BE IT RESOLVED: *THAT Council direct staff write a letter to Mayor Ruttan of Nanaimo stating Council's support of the fast cat ferry concept.*

Carried.

• **Airport Advisory**

Mayor Irving noted that the Airport Advisory will be meeting on October 21, 2014 at 2pm in Tofino to discuss a marketing strategy for the airport

Clr. Oliwa requested that the meeting minutes be circulated for Council's information

PUBLIC QUESTION PERIOD

Council received questions from the public re:

- Clarification on making amendments to a bylaw
- Clarification on bylaw adoption process for Bylaw No.1160, 2013
- Request for background information on link between items in Bylaw No. 1160, 2013 and Official Community Plan

ADJOURNMENT:

Mayor Irving adjourned the special council meeting at 1:17 pm.

CERTIFIED CORRECT: Minutes of the Regular Council Meeting held on Thursday, October 16, 2014 at 1:00 pm in the George Fraser Community Room, 500 Matterson Road, Ucluelet, BC.

Bill Irving
Mayor

Andrew Yeates
CAO

DRAFT

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Subject: Proposing a specific action

-----Original Message-----

From: JandR M [<mailto:rvicto@hotmail.com>]

Sent: October-15-14 12:31 PM

To: Info Ucluelet

Subject: Proposing a specific action

I am writing to express my concern over and petition to extend the bike lane east on Peninsula to Coast Guard drive. Currently there is a very minimal narrow gravel "path" on a portion of this stretch however with no lights and the sharp bend in the corner it is very dangerous for pedestrians and cyclists. There are many families that work and go to school as well as local pedestrians regularly using this stretch of road. Additionally as stated by council, the number of tourists using the Wild Pacific Trail is continually increasing and its main access is along this route.

I strongly believe that a proper path makes is safer for daily commuters as well as benefits the whole community by increasing the safety and attractiveness for the many tourists that are visiting to enjoy the Wild Pacific Trail.

I appreciate your review of this matter.

Robin Myck
884 Elina Road
Ucluelet
250-534-9049

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Dear Andrew;

I hope this email finds you well. I am following up on a conversation you may recall from the Resort Collaborative meeting where Cheeving and Dan shared a Concept proposal with the BC Resort Communities that I am putting together. I wanted to connect directly with the CAO's in each Municipality to invite your participation in this proposal as we move forward for the November 30th deadline.

This proposal originated after discussions I had with some of the participants at the Resort Collaborative meetings in Osoyoos and then Tofino over the last couple of years. Many expressed that they wish they had support to do research on the questions that matter to them in their community and also to have more cross-community research that could benefit the Collaborative. Furthermore, after completing the recent Tourism Labour Market Study for Go2, there was a lot of appetite from the Steering committee to find ways to share collective lessons learned in ways that could benefit communities.

To that end, I began searching for potential sources of funding that could provide long term supports for this type of research. The Social Sciences and Humanities Research Council has a program that unfolds in two stages. In the Partnership Development stage, funding of up to \$200,000 is provided from between 1-3 years to help establish clear research priorities and formalize partnerships (see http://www.sshrc-crsh.gc.ca/funding-financement/programmes-programmes/partnership_development_grants-subventions_partenariat_developpement-eng.aspx). In the second stage, partnerships can ask for up to \$500,000 to \$2.5 million over a 4-7 year period to implement their research priorities and share results.

BC has a tremendous wealth of researchers in our Universities and Colleges and lots of potential graduate students that, if aligned closer to the resort communities, could undertake this work. I envision (see concept proposal) that if there is sufficient interest from the communities, we could assemble a strong proposal and obtain funding to move ahead on these priorities and assist in funding travel to the annual collaborative gatherings.

To that end, I want to formally invite your municipality to consider joining in as a collaborator on this proposal. I am attaching the concept proposal that was shared last spring and we are now working on a much more extensive proposal for the funder to be submitted November 30th. If you are interested, I would need the name of a contact person from your community that would be the collaborator, a letter of support for the project (we can provide more details later), and if there is any in kind or cash contributions that could be counted in, that always strengthens our collective proposal.

I am planning to meet with the MJTI and Greg Goodwin's team in the near future as well to discuss their potential involvement. If there is sufficient interest from them and the communities, we stand a good chance to obtain this funding and to add new value to the Collaborative in the years ahead.

Please don't hesitate to connect with me further to chat about the project.

My best,

Nicole L. Vaugeois, Ph.D.
BC Regional Innovation Chair in Tourism and Sustainable Rural Development
Vancouver Island University
900 Fifth Street, Nanaimo BC V9R 5S5 Canada
Phone: 250-753-3245 Local 1-2772
www.sustainable.rural.tourism.ca

Co-Director, World Leisure Centre of Excellence in Sustainability and Innovation

Supporting BC Resort Communities through Research and Innovation

Concept:

To secure long term funding to support BC's 14 resort municipalities with research expertise and to monitor the impacts and evolution of the Resort Municipality Initiative in partnership with BC academic institutions (VIU, TRU, RRU, UNBC). The proposal will seek funding through the Social Sciences and Humanities Research Council in two stages: a) for the first 2-3 years - \$200,000 which enables us then to apply for b) up to \$2.5 million for the next 4-7 years.

What would the money go towards?

1. Funding graduate and undergraduate students to undertake community based research projects of relevance to the BC Resort communities;
2. Funding travel and hosting expenses annually for the Resort Collaborative to ensure partners can contribute to proposals being developed and hear back results on completed work.

How would communities benefit from being involved?

- Access to graduate students who would complete their thesis work on issues/opportunities that are relevant to their community and to the collaborative (without having to pay for them);
- Annual opportunities to contribute to the questions being asked in communities and the collaborative;
- Opportunities to hear results from the projects and learn about what is happening in other resort communities;
- Collective evidence of the value and realities of the RMI to communities, to regions and to the province;
- Participants would receive funding to subsidize travel to the annual meetings.

What would we need from communities?

- A letter of support for the project (due by the end of September);
- A designated person for the community who is willing to provide a bit of contact information for the proposal;
- Willingness to contribute ideas to create relevant research questions for the community and for the collaborative during the first stage.

Rationale:

The RM's are a unique policy experiment in Canada to utilize the attractiveness of amenities and the revenue potential of tourism to create resilient destinations. While indicators on the success of the initiative are gathering and shared with the Collaborative on an annual basis, there is a need to address broader information gaps at the community/provincial level. This Partnership Development proposal will enable the RM's and the RM Collaborative to benefit from closer alignment with the academic institutions in BC. Working collaboratively, the Partnership will initiate research projects within communities that provide insight on the influence of the RMI on community/regional resilience and prosperity.

Core questions (draft) addressed in this research collaborative include:

1. To what extent has the Resort Municipality initiative enabled communities to enhance social and economic prosperity through tourism?
2. What opportunities and challenges have arisen for resort communities in the collaborative, and what strategies have been used to address these? Which strategies have worked and why?
3. What lessons have been learned about the Resort Municipality Initiative in BC that could enable resilience and prosperity in other Canadian communities?

These questions will be addressed through the partnership (1st stage) by:

1. Creating a list of research priorities in the participating communities as well as a broader list of macro level questions for the collaborative. This will be done in the 1st year of the partnership via consultation and a gathering in 2015 (in keeping with the collaborative meeting).
2. Promoting the Partnership and Research Priorities to Graduate students in Tourism related degree programs in BC at VIU, TRU, UNBC and RRU.
3. Selecting and supporting 6 graduate students each year (years 2-3) to undertake research from the priorities list.
4. Sharing insights gained at an Annual meeting of the Collaborative each spring where Partners learn about research findings and identify ways to utilize them at the community level and through collaboration across communities.

The intent of the Partnership Development grant is to build upon the existing collaboration among the municipalities and align the resort municipalities with academic institutions. In the three years of this project, the partners will have expanded knowledge about the impacts of the RMI at the community and provincial level. They will also have identified research priorities for their community and benefited from engagement in research activity.

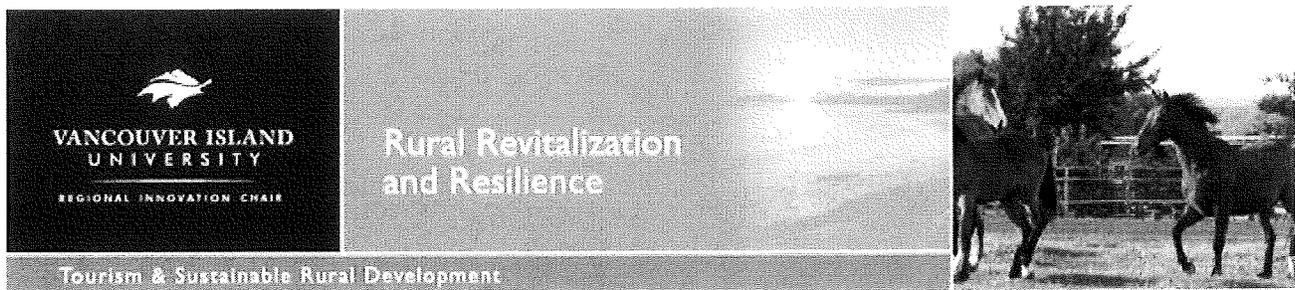
Next steps:

1. Nicole Vaugeois, BC Regional Innovation Chair in Tourism and Sustainable Rural Development will be sending a copy of the proposal to the CAO's of each of the municipalities this summer to invite their participation in the partnership.
2. The full proposal will be submitted by December 1st, 2015 and we expect to hear back in March 2015. This would enable us to use some of the funds to cover travel for next year's Collaborative meeting with the intent to use a half day/day to initiate the partnership.

Contact information:

For more information and to discuss being involved in the partnership proposal, please contact:

Dr. Nicole Vaugeois, BC Regional Innovation Chair in Tourism and Sustainable Rural Development
Vancouver Island University
Phone: 250-753-3245 Local 2772, or Email: nicole.vaugeois@viu.ca



More information:

Funding: Partnership development grant from SSHRC

http://www.sshrc-crsh.gc.ca/funding-financement/programmes-programmes/partnership_development_grants-subventions_partenariat_developpement-eng.aspx

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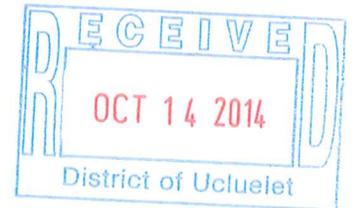
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Forwarded to: Council, Andrew
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Isawaayuus
(Rainbow Gardens)

6151 Russell Place
Port Alberni BC V9Y 7W3
Phone: 250.724.5655
Fax: 250.724.5666
info@rainbowgardens.bc.ca

Westcoast Native Health Care Society



October 7, 2014

Dear Pacific Rim Advisory Group Members,

On behalf of the Rainbow Gardens Board of Directors and our Building Committee, we ask you to review the attached revised schematic drawings of the Tofino Complex Care Facility provided to us by DYS Architecture.

We invite you to meet with us and our planning team to discuss the plans on November 4, 2014 at 10:00 am to noon. We will be meeting at the Yuułu?ıłatı First Nation office in Ittatsoo. (Port Albion)

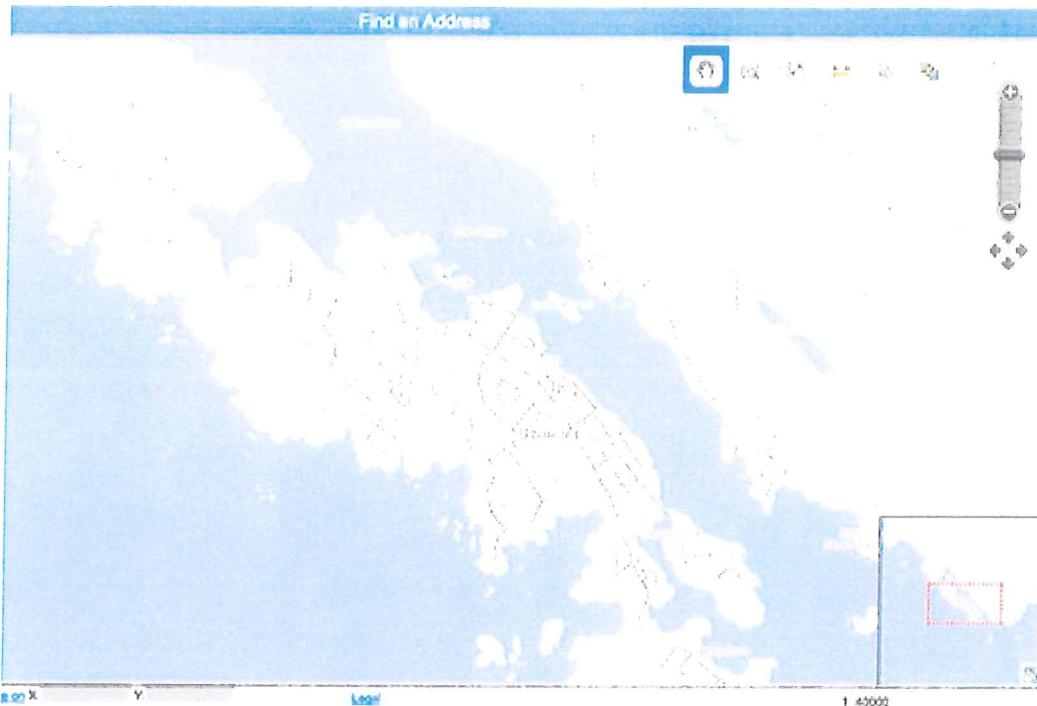
As time goes by, it becomes more and more obvious how much this facility is needed for west coast residents. We thank you for your sustained interest in this project. The strength and influence of our Advisory Group Members is crucial to our lobbying efforts to Island Health for operational funding as we move forward on planning and building this beneficial community project.

We look forward to seeing you on November 4th in the Yuułu?ıłatı Government Office.

All the best,

Derek Appleton, Chair
Building Committee
VP WNHCS

Ucluelet First Nation Office



Travelling to Ucluelet from the junction

You will see the graveyard on your LEFT

TURN LEFT on Port Albion Road

Stay on the Port Albion Road until you reach the Ucluelet First Nation Reserve.

The large white buildings on the Right at the entrance to the village is where we will meet.

Reception is on the Left side of the building on the top floor.

Yuulu?il?ath Government House

Telephone: (250) 726-7342

Toll-free: 1-877-726-7342

Minister of
Fisheries and Oceans



Ministre des
Pêches et des Océans

Ottawa, Canada K1A 0E6

OCT 09 2014

His Worship Mayor Bill Irving
District of Ucluelet
< info@ucluelet.ca >

Dear Mayor Irving:

Thank you for your correspondence of July 29, 2014, on behalf of the District of Ucluelet, regarding the commercial allocation and management of Big and Longnose skate in British Columbia.

Fisheries and Oceans Canada (DFO) has identified a need to strengthen the management of commercial fisheries for Big and Longnose skate to ensure the long-term sustainability of these resources. As you indicate in your letter, a recent stock assessment has provided some guidance with respect to sustainable harvest levels. DFO is drawing from the stock assessment to introduce commercial total allowable catches (TACs) for these species. The introduction of commercial TACs warrants a review of the current commercial management measures to ensure that catch can be kept within the TACs. However, as DFO's May 2014 presentation to the Groundfish Integrated Advisory Board (GIAB) on this initiative identified, new commercial management measures (e.g., individual transferable quotas, trip limits, etc.) have not yet been defined. These management measures, and the allocation of the TAC among commercial groundfish fishing sectors, will be determined following further consultation.

The Department's plans for consultation on commercial allocation and management of Big and Longnose skate provide an opportunity for all sectors to submit input through the GIAB. Given the commercial focus of this work, DFO has also tasked the Commercial Industry Caucus, which includes representatives from all commercial groundfish fishing sectors, with providing recommendations on the commercial allocation and management of Big and Longnose skate. The Caucus will help the Department achieve its objectives for this initiative. The recommendations provided by the Commercial Industry Caucus will be shared with the GIAB this fall to ensure that DFO is informed of all sectors' perspectives before a decision is made about the allocation and management of these species.

.../2

Canada

DFO's decision making will be guided by its responsibility to ensure conservation of fishery resources and its responsibility to manage fisheries for the benefit of all Canadians. These responsibilities are reflected in the Department's national fisheries initiatives, for example, Fisheries Renewal, which outlines three objectives for fisheries: long-term sustainability, economic prosperity and improved governance. Additional information about Fisheries Renewal and DFO's related policies and initiatives that will guide the Department's decision making, is available online at < <http://www.dfo-mpo.gc.ca/fm-gp/peches-fisheries/fish-ren-peche/index-eng.htm> >.

I encourage your continued participation in the GIAB as a means of bringing forward the District of Ucluelet's interests in skate allocation and management.

Thank you for taking the time to write.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Gail Shea". The signature is fluid and cursive, with the first name "Gail" and last name "Shea" clearly distinguishable.

Gail Shea, P.C., M.P.

c.c.: Dr. James Lunney, M.P.
Nanaimo-Alberni
Mr. Scott Fraser, M.L.A.
Alberni-Pacific Rim



FOR REFERENCE

29 July 2014

To: The Honourable Gail Shea
 Minister of Fisheries and Oceans
 Confederation Building – Room 556
 Ottawa, O.N. K1A 0A6

Re: Skate Allocation

Dear Minister,

The District of Ucluelet, as representative for the Coastal Community's Network, is writing you with some urgency regarding a skate allocation discussion that we believe is proceeding without any substantial representation from our B.C. Communities. Although I presently sit as a representative for the Coastal Community Network on GIAB (Groundfish Integrated Advisory Board), the latest meeting in regards to the allocation of skate is directed towards a group of commercial industry advisors and away from a more comprehensive discussion that would see other interests, such as communities, having a real say in the allocation of this species. As a community representative on the Advisory I requested a copy of the Fisheries and Oceans management guiding principles referred to by Fisheries and Oceans that provide the context and process for these discussions. I have not seen any to date but the process continues.

The Fisheries and Oceans representatives, at a recent GIAB meeting laid out the intentions for the direction he expected would be followed for this species: a biomass estimate, an established Total Allowable catch, and decision on how to split the TAC between the hook and line and trawl sectors. Then individual transferable quotas that would be established based on some formula agreed to by industry, for instance equal split on eligible licenses or historical catch or perhaps a combination of the two. This is a relatively small fisheries which strengthens the viability of small boat fleet and this allocation discussion would be an excellent opportunity to explore all the stakeholder concerns but as you can see the direction seems already established.

The District/CCN has been told that this is primarily a commercial species and therefore it is appropriate for the commercial industry to be primarily engaged in this process. As a community representative I disagree with this approach. We understand that there is a growing concern that ITQ and IVQ's, (although simpler to manage), are having an increasingly negative impact on regional economic stability and national control of the resources. Once the quota is granted it is allowed to be sold on the open market and this is now leading to foreign ownership of sea resources in several countries. We know that the government of Canada states that this is not the case but as a community representative I need clarity on Canada's strategy to reduce the long term impact of creating international monopolies of Canadian resources. The ITQ regime is

creating a class of absentee landlords who have no obligation to use this resource for the benefit of the people of Canada and are presently leasing this quota out at ever increasing rates to active fishermen. In the Canadian context, once the quota is granted, there is no obligation or market mechanisms or controls that can be put into play to help stabilize the economic base of our communities. Our community – Ucluelet - has millions of dollars of water, sewer, roads and docks directly impacted by allocation and management decisions. We hope you can appreciate how significant these allocations are to our future economic health.

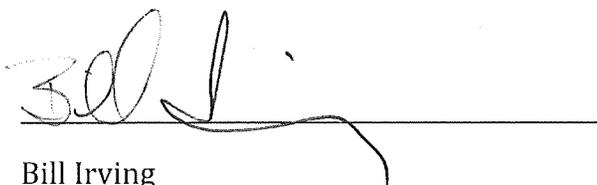
We would be grateful if you can direct your Pacific Coast staff to open up the allocation discussion to include our coastal communities. Canada fought for the establishment of the Exclusive Economic Zone based on the need to better manage marine resources and to provide economic stability for our coastal communities. Directing skate into ITQs without stakeholder participation is undermining this commitment.

We would recommend an independently facilitated interest based negotiation process to help develop a solution for the allocation of skate that will ensure that they are fished for the benefit of the fishermen and the coastal communities.

The ground fish vessels which presently catch skate in B.C. have either observer coverage or camera coverage and 100% independent onshore validation so there is little risk for illegal or unreported catch to occur in this fishery. The possible use of species caps, trip limits or other controlling mechanism could be put into play for this species that would see the revenue of the catch staying with the active fishermen.

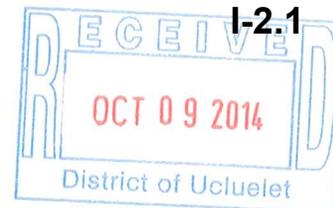
These are very important discussions and we would like to be a proactive participant in understanding and addressing all stakeholder concerns.

Sincerely,



Bill Irving
 Mayor, District of Ucluelet

cc: Dr. James Lunney, MP
 Scott Fraser, MLA
 Patrick Marshall, Coastal Communities Network



Ref: 13635

OCT 06 2014

His Worship Mayor Bill Irving
District of Ucluelet
200 Main Street
Ucluelet, BC V0R 3A0

Dear Mayor Irving:

It was a pleasure to meet with you and your delegation at the recent Union of British Columbia Municipalities Annual Convention held in Whistler this September.

As the Minister responsible for international investment attraction, international partnerships and growing provincial exports, I was pleased to hear about your initiatives to develop the economic strategy of your community as presented in your Harbour Plan and Economic Development Strategy. In addition, it was insightful to learn about trading and investment opportunities in the seafood sector as well as your efforts to establish a friendship twinning relationship with a community in Japan.

In follow-up to our meeting and specific to your seafood industries, staff from the Ministry of International Trade (MIT) will be reaching out to staff from the District of Ucluelet to provide more information on my mission to China, Japan and Korea in November of this year, and to provide specific information on participation by the District and District based businesses in the China Seafood and Fisheries Show in Qingdao, China, in which we anticipate having a significant BC presence. I also look forward to being able to visit Ucluelet in the near future in order to learn more about your community and opportunities to invest.

The International Business Development Division within MIT is led by Mr. Clark Roberts, Assistant Deputy Minister. Mr. Roberts and his team would be pleased to assist you on further export and international investment initiatives; Mr. Roberts can be reached by email at clark.roberts@gov.bc.ca or by telephone at 604 775-0005.

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Mayor Bill Irving
Page 2

I appreciate your passion and commitment to help build a stronger, economically vibrant community and province.

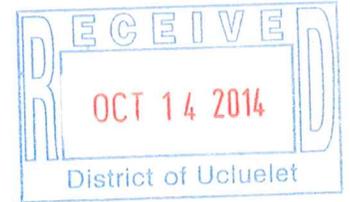
Sincerely,

A handwritten signature in cursive script, appearing to read "Teresa Wat". The signature is written in black ink and is positioned above the printed name.

Teresa Wat
Minister

pc: Mr. Clark Roberts
Assistant Deputy Minister
Ministry of International Trade

Filecode: 0410-20 PREMIER
 X-Ref:
 Forwarded to: Council, Andrew
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September 30, 2014

His Worship Bill Irving
 Mayor, District of Ucluelet
 200 Main Street, Box 999
 Ucluelet, BC V0R 3A0

Dear Mayor Irving:

Thank you for your letter regarding economic development goals and objectives for the people and community of Ucluelet. You have brought forward a lot of important points and I will ensure you get some feedback.

You mention connectivity; I fully understand your concern about this because, you are right, economic success in this day and age does depend on reliable high speed computer capability. I'll ask my colleague the Honourable Andrew Wilkinson, to discuss this with his staff and to give you an update.

The people of Ucluelet should feel very proud of their successful efforts to manage the tsunami debris and the clean-up of the local shorelines. It is great to hear how you have carried that experience forward with an eye to developing a tanker service and spill response centre.

As we have all learned over the years, including First Nations in all discussions around economic development initiatives is key to moving forward in the best interests of all British Columbians. I'm very pleased to hear that you have been working with the Toquaht FN to establish and support the Barkley Community Forest initiative.

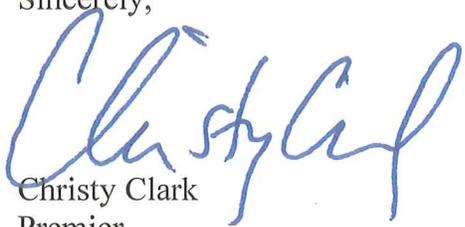
You've also highlighted the importance of post-secondary education, especially for the citizens who live in west coast communities. I know your Council had a chance to meet with Minister Virk at the UBCM Convention and I hope that meeting was helpful.

.../2

Ucluelet, and that whole beautiful region of Vancouver Island, is a growing and thriving tourist destination, and the fisheries and forestry sectors are prominent as well. I have noted your comment about getting the roads to be the best they can be and I will ensure the Minister of Transportation and Infrastructure includes your feedback in those related discussions as well.

It was good to hear from you, Mayor Irving. Thank you for all of the hard work you are doing for the people and community of Ucluelet. I hope you enjoyed the UBCM Convention this year. If you have any other concerns pertaining to the provincial government, I encourage you to let me and my colleagues know.

Sincerely,



Christy Clark
Premier

Pc: Honourable Coralee Oakes
Honourable Amrik Virk
Honourable Todd Stone
Honourable Andrew Wilkinson
Honourable Steve Thomson
Honourable Suzanne Anton



FOR REFERENCE

22 August 2014

To: Honourable Christy Clark
Premier of British Columbia
West Annex – Parliament Buildings
Victoria, B.C. V8V 1X4

Dear Premier Clark:

On behalf of the District of Ucluelet, our Council respectfully requests the opportunity to meet with you in early September to discuss important issues affecting our community and how we might best work together with you towards maximizing economic development opportunities.

We would like to provide an overview of the key issues affecting the economic health of our rural community on the west coast of Vancouver Island. The west coast is a significant economic generator for the Province. We appreciate this role and with Provincial support will maximize this opportunity. The District of Ucluelet has many unique challenges and opportunities in planning for our economic future. We wish to ensure our vision is congruent with your economic strategy for the Province of British Columbia.

As related to you in our November 12, 2013 letter, our community is still challenged with providing high speed Internet connectivity to west coast communities; the open-ended completion projection continues to impose a serious economic disadvantage on our existing businesses and our job creation efforts.

Highway access is similarly of prominent concern, and has a direct impact on growth in the fisheries and forest industries and providing for the west coast's exploding tourism industry.

Also of regional importance is the strong desire to bring Advanced Education to the west coast. In partnership with other west coast communities, many local groups and societies are heavily invested in making this a reality, and we would like to discuss how the Province can support this very important initiative.

The Barkley Community Forest is another project that is close to fruition, but has seen many delays. We are partners with Toquaht First Nation and look forward to an announced granting of this licence in the fall of 2014.

We would like to discuss the future of the Canadian Coast Guard (CCG) facility in the District of Ucluelet, following its announced closure in 2012 by the Federal government. Though we are troubled by the loss of this facility, there exists an opportunity for this facility to contribute to



FOR REFERENCE

increased marine activity as a centre for tanker services and spill response. The District of Ucluelet is actively involved in marine debris response plans following the 2011 Japanese Tsunami. This background provides credibility for the Amphitrite site as a location strategic to tankers service or mitigating possible oil spills.

We look forward to meeting with you at your earliest convenience.

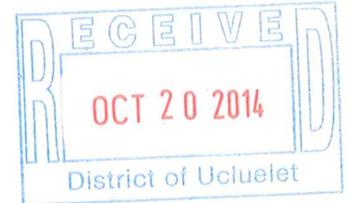
Sincerely,

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Bill Irving
Mayor, District of Ucluelet



Filecode: 0410-20 MOT
 X-Ref:
 Forwarded to: Council, Andrew
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October 6, 2014

His Worship
 Mayor Bill Irving
 District of Ucluelet
 200 Main Street
 PO Box 999
 Ucluelet BC V0R 3A0

Reference: 227675

Dear Mayor Irving:

Re: Highway 4

Thank you for your letter requesting a meeting to discuss Highway 4.

While my schedule does not permit me to meet with you at this time, I was pleased to hear you met with local ministry staff on June 19, 2014, to discuss issues important to your community.

I was also glad to hear that Johnathan Tillie, the ministry's local Operations Manager, discussed with you our maintenance contractor's performance over the past winter and to provided an update on projects the ministry is undertaking on Highway 4 this summer. As he advised, these include resurfacing, installing additional roadside barriers, assessing the safety of existing pull-outs and signs, and replacing centreline reflectors.

Should you have any additional concerns, Renee Mounteney, District Manager, would be pleased to assist you. She can be reached at Renee.Mounteney@gov.bc.ca or 250-751-3282.

Thank you again for taking the time to write.

Sincerely,

Todd G. Stone
 Minister

Copy to: Renee Mounteney, District Manager
 Vancouver Island District, Nanaimo

Johnathan Tillie, Operations Manager
 Vancouver Island District, Vancouver

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October 14, 2014

To Ucluelet Mayor and Council,

This summer I set sail with the S.A.L.T.S. program for a 10 day voyage from Port Hardy down the coast to Ucluelet. I was reminded of just what a beautiful place I call home. From our time in the north all the way down the coast it was awe inspiring to see how rugged and unique our corner of the planet is. The experience of being able to share this area with others who have never seen such a place before allowed me to remember what a precious and exceptional area we inhabit.

Through my time on board the *Pacific Swift* I was able to build teamwork and communication skills. S.A.L.T.S creates a trusting and supportive environment for youth to be themselves. It promotes the building of friendships with people who come from different places and can share their unique backgrounds with the group.

I would like to thank the District of Ucluelet for helping to make this opportunity possible for me. I hope this can continue for future students of Ucluelet Secondary School.

Sincerely,

A handwritten signature in black ink that reads "Rachel Dziama". The signature is written in a cursive style with a large, stylized "R" at the beginning.

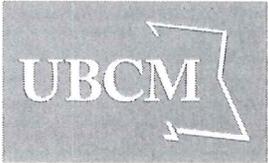
Rachel Dziama

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Gas Tax Program Services

...delivering the federal gas tax agreement funding in British Columbia



Administration provided
By UBCM

Funding provided by:
Government of Canada

Canada

In partnership with:
The Province of BC



Gas Tax Program
Services

Local Government House
525 Government St.
Victoria BC V8V 0A8

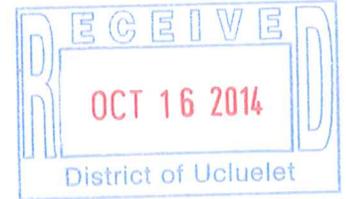
Phone: 250-356-5134
Fax: 250-387-5119

Website:

www.ubcm.ca
under Funding Programs,
Renewed Gas Tax
Agreement

October 14th, 2014

Mayor & Council
District of Ucluelet
PO Box 999
Ucluelet, BC V0R 3A0



Dear Mayor & Council:

RE: GAS TAX AGREEMENT COMMUNITY WORKS FUND PAYMENT

I am pleased to advise that UBCM is in the process of distributing the first of two Community Works Fund (CWF) payments for fiscal 2014/15. An electronic transfer of \$58,594.17 is expected to occur on **Tuesday, October 14, 2014**. These payments are made in accordance with the contribution provisions set out in your CWF Agreement with UBCM (see Section 4 of your Agreement).

CWF are made available to eligible local governments by the Government of Canada pursuant to the Administrative Agreement on the Gas Tax Fund in British Columbia (Gas Tax Agreement). Funding under the program may be directed to local priorities that fall within one of the eligible project categories.

UBCM is also making an additional payment towards CWF funding from interest accumulated over the term of the first Gas Tax Agreement. This will be delivered twice annually for two years, and coincide with your CWF payment for 2014/15 and 2015/16.

2014/15 July CWF payment: \$57,683.03
 2014/15 July interest payment: \$911.14
 Total EFT transfer: \$58,594.17

Further details regarding use of CWF and project eligibility are outlined in your CWF Agreement and details on the renewed Gas Tax Agreement can be found on our web site at www.ubcm.ca.

For further information, please contact Brant Felker, Gas Tax Policy and Program Manager, by e-mail at bfelker@ubcm.ca or by phone at 250-356-0893.

Sincerely

Sav Dhaliwal
UBCM President

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 User ID: mdosdall

District of Ucluelet
 AP Cheque Listing
 Cheque # From 021526 To 021583(Cheques only)

Page: 1 of 3
 Date: 21/10/14
 Time: 13:06:03

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
021526	002	10/10/2014	ACE92	ACE COURIER SERVIC	1332973	DUNCAN ELECTRIC MO	19.73		19.73	
021527	002	10/10/2014	BC175	BC WATER & WASTEWA	WDII/CLH	WDII	1,792.50		1,792.50	
021528	002	10/10/2014	CE004	CORPORATE EXPRESS	36737502	TAPE,BINDER,MARKER	393.02		393.02	
021529	002	10/10/2014	CI192	CIBC - VISA CENTRE	SEP/14	SEP/14	1,634.57		1,634.57	
021530	002	10/10/2014	CIS12	CANCADD IMAGING SO	46268	HP DESIGN JET	11,630.10		11,630.10	
021531	002	10/10/2014	CK608	CORTES KEVIN	D444	D444	1,113.42		1,113.42	
021532	002	10/10/2014	COOP	UCLUELET CONSUMER'	71465458 71449815 71465578 71466107 71468850 71468932 71469377 71469429 71469980 71470563 71470588	R2 E1 1 2 10 24 2 4 JERRY CANS 23 12	31.87 66.05 135.75 61.21 142.39 98.84 65.17 104.04 152.44 80.56 106.03		1,044.35	
021533	002	10/10/2014	COOP	UCLUELET CONSUMER'	71473512 71473755 71473758 71473931 71473996 71475158 71475560 71476916 71476971 71477136	RANGER JERRY CANS OIL 2 3 24 12 12 4 R1	71.86 72.00 6.86 78.23 149.25 158.11 78.93 66.65 99.01 66.01		846.91	
021534	002	10/10/2014	DFC01	DUMAS FREIGHT COMP	31355 029435	ACLANDS GRAINGER DUNCAN ELECTRIC	107.02 142.13		249.15	
021535	002	10/10/2014	DM447	DOSDALL MORGAN	121045	DOSDALL-MATI FOUND	345.78		345.78	
021536	002	10/10/2014	EO001	ENVIRONMENTAL OPER	WDII	MCDIARMID-WDII EXA	131.25		131.25	
021537	002	10/10/2014	HTR13	HIGH TIDE RECORDS	0010	FREE RADIO WEEK AD	102.90		102.90	
021538	002	10/10/2014	IH042	INNER HARMONY SERV	3023	SEP/14	2,443.88		2,443.88	
021539	002	10/10/2014	MB673	MILLAR, BARB	121046	MILLAR-REIMBURSEME	169.79		169.79	
021540	002	10/10/2014	MDC26	MYSTICAL DISTRIBUT	10864	FRIEWORKS-HALLOWEE	3,038.06		3,038.06	
021541	002	10/10/2014	NI001	NORTH ISLAND COLLE	02-765862	ANDERSON-FIRE SERV	375.00		375.00	
021542	002	10/10/2014	NV785	NOVUS CONSULTING I	5798 5815 5750 5767	SEP/14 MONITORING SEP/14 REG TECH SU AUG/14 MONITORING AUG/14 TECH SUPPOR	52.50 1,695.75 52.50 2,164.31		3,965.06	
021543	002	10/10/2014	SB304	SCHANTZ BOB	SEP/14	SEP/14	980.00		980.00	
021544	002	10/10/2014	SF061	STEVENS FLICKERINE	121049	YOGA	895.97		895.97	
021545	002	10/10/2014	SJ004	S & J SERVICES	272950 272949 272948 272947 036453	SEP/14 UAC SEP/14 WORK YARD SEP/14 FIRE HALL SEP/14 LYCHE SEP/14 AQUARIUM	315.00 315.00 138.60 1,386.00 651.00		2,805.60	
021546	002	10/10/2014	SP010	SUPERIOR PROPANE	253213	SEP/14 UCC	583.95		583.95	
021547	002	10/10/2014	TSC19	TRANSPARENT SOLUTI	7357	OCT/14 CLEARMAIL	20.95		20.95	
021548	002	10/10/2014	UV145	UCLUELET VIDEO SER	OCT/14-948 OCT/14-491	OCT/14-948 OCT/14-491	48.11 557.76		605.87	

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
021549	002	10/10/2014	WP166	WINDSOR PLYWOOD -	36430A 32419A 36500A 37096A 37495A 37619A 37480A 37428A	BIKE PATH-CEMENT CABLE TIES LAGOON REPAIRS RAIN GEAR ROAD MARKING PAINT ROLLER CAGE PAINT SUPPLIES-SKA PAINT SUPPLIES-SKA	44.80 7.69 7.96 147.78 75.32 10.53 48.09 771.50		1,113.67	
021550	002	20/10/2014	AA211	ANDERSON, ALAN	21409	FIRE HALL OPEN HOU	44.96		44.96	
021551	002	20/10/2014	ACE07	ALBERNI COMMUNICAT	17916	RADIO BATTERIES	176.33		176.33	
021552	002	20/10/2014	AD004	TYCO INTEGRATED SE	Z4326318	PANIC BUTTONS	579.57		579.57	
021553	002	20/10/2014	APW90	ADVANCE PRESSURE W	1445	UCC KITCHEN EXHAUS	341.25		341.25	
021554	002	20/10/2014	AS311	ACME SUPPLIES LTD	547030 545781	DOG BAGGIES DOG BAGGIES/TEA TO	148.03 207.43		355.46	
021555	002	20/10/2014	BC017	BC HYDRO & POWER A	OCT/14	SEPT/14	21,257.92		21,257.92	
021556	002	20/10/2014	BE737	BENSON ERICA	121053	BENSON-OCT/14	1,388.80		1,388.80	
021557	002	20/10/2014	CE004	CORPORATE EXPRESS	36631895	TAPE,POST-IT,DIARY	212.66		212.66	
021558	002	20/10/2014	CGISC	CGIS CENTRE	41944	NOV/14	673.31		673.31	
021559	002	20/10/2014	DC466	DYNAMEX CANADA LTD	1000308 998527 1005061	NI LABS NI LABS N.IS.LABS	73.69 21.83 7.77		103.29	
021560	002	20/10/2014	FW050	FAR WEST FOODS GRO	284318 286169 286063	DOG BAGGIES GARBAGE BAGS/TISSU G.BAGS/PAPER PRODU	111.31 196.13 208.30		515.74	
021561	002	20/10/2014	G9252	GOUWEELEEUW, JOHN	121052	GOUWEELEEUW-WATER T	542.30		542.30	
021562	002	20/10/2014	GMG15	GLACIER MEDIA GROU	gcdi00008566 GCCl00039023	TAX SALE/TERRY FOX OFFICE CLERK AD	1,222.55 139.56		1,362.11	
021563	002	20/10/2014	HI715	HETHERINGTON INDUS	43674	ABSORBANT PAD REMO	147.00		147.00	
021564	002	20/10/2014	HS002	HOGAN, SARAH	121054	HOGAN-DANCE/MUSICA	1,913.06		1,913.06	
021565	002	20/10/2014	HT412	HUNZIKER TERENCE	121047	190000 HOG OVERPYM	775.08		775.08	
021566	002	20/10/2014	J1072	JUSTICE INSTITUTE	302284 302278 302279 302281 20039510	FIRE FIGHTER 2 FEE FIRE FIGHTER 2 FEE FIRE FIGHTER 2 FEE FIRE FIGHTER 2 FEE FIRE FIGHTER 2 EXA	50.00 50.00 50.00 50.00 260.00		460.00	
021567	002	20/10/2014	L9262	LANG, STEVE	121056	LANG REIMBURSEMENT	564.90		564.90	
021568	002	20/10/2014	LY001	YOUNG ANDERSON	83623 83622 83621 83620 83619	1190124 1190123 1190122 1190118 1190102	197.17 718.58 2,991.74 79.57 78.40		4,065.46	
021569	002	20/10/2014	ND001	VING VI NEWSPAPER					903.40	Yes
021570	002	20/10/2014	NV785	NOVUS CONSULTING I	5843	EXTERNAL BACKUP UN	247.51		247.51	
021571	002	20/10/2014	P9359	PUGH ANTHONY	40474	PUGH-REIMBURSEMENT	175.00		175.00	
021572	002	20/10/2014	PB104	PIONEER BOAT WORKS	71225	RAIN GEAR	73.92		73.92	
021573	002	20/10/2014	PC285	PETTY CASH - BARBA	SEP-14	SEP-14	108.75		108.75	
021574	002	20/10/2014	RPI46	ROADPOST INC. T462	RC08081252	OCT/14	61.95		61.95	

R-1.4

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

District of Ucluelet
AP Cheque Listing
Cheque # From 021526 To 021583(Cheques only)

Page: 3 of 3
Date: 21/10/14
Time: 13:06:03

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void	
021575	002	20/10/2014	SI604	SHU IAN	121055	SHU-PURPLE DRAGON	1,156.20		1,156.20		
021576	002	20/10/2014	TM005	TELUS MOBILITY	SEPT/14	SEPT/14	1,203.65		1,203.65		
021577	002	20/10/2014	TP002	TELUS	SEPT/14	SEPT/14	3,500.65		3,500.65		
021578	002	20/10/2014	TSC19	TRANSPARENT SOLUTI	7424	NOV/14 CLEARMAIL	20.95		20.95		
021579	002	20/10/2014	UI923	UKEE INFO TECH	10098	BLDG PERMIT SPREAD	2,856.00		2,856.00		
021580	002	20/10/2014	UR849	UCLUELET RENT-IT C	19146	PORTABLES AUG 29/S	672.00		2,798.04		
					19092	BLOCKAGE CALL OUT/	392.00				
					19366	MARINE DR LIFT STN	526.40				
					19175	PORTABLES-AUG 29/1	235.20				
					19069	PORTABLES-AUG 15/1	235.20				
					18964	PORTABLES-AUG 1/14	235.20				
					19015	PORTABLES-AUG 8/14	296.80				
					18784	WALL PROJECT	145.60				
					19431	REPAIR BRUSH CUTTE	59.64				
021581	002	20/10/2014	WC168	WORKSAFE BC	Q3/14	Q3/14	6,109.59		6,109.59		
021582	002	20/10/2014	WC325	WEST COAST MOTEL	659	SEPT/14 SWIMMING L	955.50		955.50		
021583	002	20/10/2014	ND001	VING VI NEWSPAPER	3635	ELECTIONS/TOWN HAL	451.70		451.70		
Total:							91,500.09	0.00	91,500.09		

*** End of Report ***



STAFF REPORT TO COUNCIL

Council Meeting: **OCTOBER 28, 2014**
 500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: DEPARTMENT HEADS

FILE NO: 0550-20-04

SUBJECT: THIRD QUARTERLY REPORT 2014

RECOMMENDATION(S):

1. **THAT** Council receives the following report for information purposes.

PURPOSE:

The purpose of this report is to update Council on Departmental highlights on a quarterly basis. The following report covers the quarter from July to the end of October 28, 2014.

DEPARTMENTAL HIGHLIGHTS:

Parks & Recreation Department

- **Grants:**
 - North Face Youth Grant for Wilderness/Camping Equipment
 - Currently applying for the Age-Friendly Community Planning and Project Grant
 - Applied for the Senior's Ambassador program
- **Programming:**
 - Successful revamped Summer Day Camp Program with higher registration.
 - Slow start this fall in terms of programs due to Teacher's strike but has since returned to yearly totals Day Camp held during strike was well attended and met community need.
- **Free Fitness Week:** lost leader, proved extremely successful with more punch passes being purchased than ever.
- **Projects/Events:**
 - Hosted a very successful Ukee Days
 - Partnered on a successful Skate Board Competition
 - Painted the Skateboard Bowl
 - RMI 2013 Annual Review was submitted.

Planning and Building Services

- **Review and Updates to Bylaws:** Staff continue to review and update bylaws to reflect current legislation.

- Zoning Bylaw #1160: Public Open House, Staff Reports, Third and Fourth Reading, Bylaw Adopted. Staff will seek Council direction on this Agenda for community input on interest raised at Public Hearing.
- Building Code Bylaw Adopted, Board of Variance Bylaw Adopted
- Sign Bylaw Review – Signs and Banners/Seasonal Signage. Questionnaires sent to local businesses, notice on webpage, notice in District Dispatch, Future Open House as directed by Council
- **Application Summary - this Quarter**
 - **Rezoning:** 2 new application (4 applications to date – 3 total in 2013)
 - **Dev. Permits:** 1 new application (4 permits to date- 4 total in 2013)
 - **Building Permits:** 9 new applications (27 permits to date 2014 - 28 total in 2013)
- **Board of Variance:** 2 applications (5 applications to date 2014 – 3 total in 2013)
- **Canoe Log Signage:** Signage Design and installation co-ordinated with the Public Works Department; now in place in front of the Chamber Office
- **Grants:** Successfully applied for and received
 - grant from the Heart and Stroke Foundation for a community AED (defibrillator) now installed at the District Hall – 100% Total Cost
 - grant from ICBC for pedestrian/school safety speed readers from ICBC – 56% Total Cost
- **Ucluelet Webpage:** Added a public access GIS interactive map
- **2015 Budget and Strategic Plan:** Department draft completed.

Finance / Administration Department

- **Staffing:**
 - The hiring of a term co-op student from Camosun College was a success for both the District and the student.
- **Annual Tax Sale:** September 29, 2014 - 11 properties sold.
- **Outstanding Taxes Comparison:** As at July 02, 2014, there were 18.4% of current taxes outstanding as opposed to the same date last year when there were 22.9%; a decrease of 4.5%. The total outstanding taxes as of July 02, 2014 was 45.5; down from 52.0% at the same time last year, a decrease of 6.5%.
- **Permissive Tax Bylaw:** (exempts churches and some other not-for-profit agencies from taxation for the year of 2015) - received three readings.
- **UBCM:** Staff were busy during August and September assisting Council preparing for UBCM, which was held the week of September 21 2014.
- **Small Craft Harbour Presentation:** Staff assisted the Harbour Authority Commission prepare a presentation for Katie Rattan from Small Craft Harbours, Department of Fisheries and Oceans.

Public Works

- **Town Hall Meeting:** Council, Management and Staff worked together to hold a community Town Hall Meeting. The meeting addressed concerns with water discoloration, staining and other aesthetic concerns from the public. Staff and the Engineering Consultants provided information on the community's water sources including past initiatives and improvements,

short and long term solutions to the current water aesthetics as well as financial considerations and implications should these improvements be implemented.

- **ICBC Report Progress:** Gateway signage and zone change signage have been installed. The new gateway and playground zone signs have considerably slowed traffic in front of the school zones and provided the RCMP the ability for enforcement of 30km/h dawn to dusk. Two solar power speed readers have been ordered to further help with the reduction of speed in the area. Staff were able to receive 50% funding for these through an ICBC grant.
- **Sidewalks:** Staff have completed three sections of sidewalks along Peninsula Rd. These sections will improve pedestrian traffic by providing a solid walking surface.
- **Paving:** Paving sections in the community were completed. Some of these were the Norah Road path and Alder and Eber Street.
- **Canoe Log Signage:** Staff completed the installation of the canoe log sign.

Environmental and Emergency Services

Emergency Services

- EMBC earthquake consolation meeting and follow-up (prepared a summary letter to Chair Mr. Henry Renteria and participated in a supplement meeting with EMBC to ensure comments will be considered)
- Installation of the high frequency radio internet system
- Participated with advance planning with EMBC regarding wildfire activity and mutual aid strategy.
- Radio audit with Industry Canada and abided to an Industry Canada Order
- Response (evacuation), communications, and follow-up for the ammonia leak at Ucluelet Harbour Seafood
- Expand webpages to include information on Ucluelet's Tsunami Evacuation Plan and Community Safe Zones
- Meeting with BCAS Superintendent Lance Stephenson to move forward on the BC Emergency Health Services First Responder agreement + develop an operational guideline for Echo and Delta calls
- Community ShakeOut drill - '20 meters in 20 minutes'
- Emergency preparedness presentation to Cub Scouts and grade 8 social studies class
- Agreement with NI 911 to obtain optimal value services + NI 911 radio upgrades at the EOC
- Fire prevention week activities

Environmental Services

- Clean, inventory, and preserve JTMD lumber material for potential memorial monument project
- George Fraser and Francis Island debris cleanup project
- Advisory / news release for the JTMD pallet return + interview with the Canadian Press
- Striking Balance interview with high school students for the Knowledge Network Biosphere documentary + Aug NOAA monitoring,
- Oct NOAA monitoring with grade 8 social studies class (18 students)
- Ucluelet JTMD display at Victoria's Maritime Museum

Respectfully Submitted,
Department Heads

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Quarterly Motion Report

Period Covered: July 2014 – October 2014

Prepared for: October 28, 2014 Regular Council Meeting

Council Meeting Date: July 8, 2014

Status	Motion
Complete	Moved by Councillor Mole and seconded by Mayor Irving BE IT RESOLVED: THAT Council support Ukee SCAT and waive the \$75 half-day rental fee for use of the UAC Hall to hold a fundraising event.
Complete (on Aug. 12 Agenda)	Moved by Councillor Mole and seconded by Mayor Irving BE IT RESOLVED: THAT Council waive the requirement for business licences for the Ucluelet Public Market vendors until staff can review and report back to Council at the August 12, 2014 regular meeting.
In Process	Moved by Councillor Oliwa and seconded by Councillor Mole BE IT RESOLVED: THAT Council approve the recommendation of report R-2, which states: <ol style="list-style-type: none">1. THAT Council direct staff to pursue line painting in areas identified in this report and complete line layout and painting from capital projects in 2013.
Complete	Moved by Councillor Mole and seconded by Councillor Oliwa BE IT RESOLVED: THAT Council approve recommendations 1 and 2 of the "Ukee Days Noise Bylaw and Road Closure" report, which state: <ol style="list-style-type: none">1. THAT Council allow the festivities and events to take place in accordance with the bylaw and road closures.2. THAT Council encourage the community to attend Ukee Days.
In Process	Moved by Councillor Oliwa and seconded by Councillor Mole BE IT RESOLVED: THAT Council approve recommendations 1 and 2 of the "S.219 Covenant (Tsunami/Flood Protection)" report, which state: <ol style="list-style-type: none">1. THAT Council accept this report for information purposes only;2. THAT Council accept and authorize Mayor and CAO to sign S.219 Covenant, required in accordance with section 56 of the Community Charter, including as replacement for existing Covenant EJ96928m upon satisfactory review and acceptance by Staff and District Solicitor.
	<i>District work complete; remainder with applicant</i>
Complete	Moved by Councillor Oliwa and seconded by Mayor Irving BE IT RESOLVED: THAT Council write a letter in good faith to the Minister of Education and British Columbia Teachers' Federation to recommend settling the labour dispute as quickly as possible.
In Process	Moved by Councillor Mole and seconded by Councillor Oliwa BE IT RESOLVED: THAT Council approve the request to contract Koers Engineering to do a water quality review for the District of Ucluelet.

Council Meeting Date: August 12, 2014

Status	Motion
Complete	<p>Moved by Councillor Oliwa and seconded by Councillor Corlazzoli BE IT RESOLVED: THAT Council forward a letter indicating the National Park Reserve as a neutral territory site for the Biosphere Centre and additional locations for consideration are the Ucluelet Coast Guard Land and Junction site.</p>
Complete	<p>Moved by Councillor Mole and seconded by Councillor Corlazzoli BE IT RESOLVED: THAT Council forward Tourism Vancouver Island's request for support of their Phase 1 Hiking Trails Strategy to the 2015 budget process and send a copy of request to the Wild Pacific Trail Society.</p> <p><i>Letter to Tourism Vancouver sent, notifying them of resolution; original request forwarded to Wild Pacific Trail Society</i></p>
Complete	<p>Moved by Councillor Lyons and seconded by Councillor Corlazzoli BE IT RESOLVED: THAT Council proclaim the week of September 21st to 27th, 2014 as Aquaculture Awareness Week in Ucluelet to recognize the importance of this business to the local community.</p>
Complete	<p>Moved by Councillor Lyons and seconded by Councillor Oliwa BE IT RESOLVED: THAT Council support the City of Pitt Meadows against a Unified Building Code and its negative impact on effective and safe local government services.</p>
Complete	<p>Moved by Councillor Oliwa and seconded by Councillor Mole BE IT RESOLVED: THAT Council adopt the Yuuḥʷiḥʷatḥ First Nation Protocol.</p>
Complete	<p>Moved by Councillor Corlazzoli and seconded by Councillor Lyons BE IT RESOLVED: THAT Council approves the recommendation of report R-2, which states:</p> <ol style="list-style-type: none"> 1. THAT Council grants an extension of the Noise Control Bylaw for the Otalith Music Festival on Friday, August 22nd and Saturday, August 23rd at the Seaplane Base Ball field Fairgrounds to midnight.
Complete	<p>Moved by Councillor Oliwa and seconded by Councillor Mole BE IT RESOLVED: THAT Council receive report R-3 as information and approves recommendations 2-4, which state:</p> <ol style="list-style-type: none"> 2. THAT Council consider the request by the Ukee Market Society to create a new one license category under the License Bylaw for vendors at the Friday Night Market not otherwise required to hold a business license in the District; 3. THAT Council consider the request by the Ukee Market Society to create one fee for such a business license in the amount of \$125.00; 4. THAT Council considers the request by the Ukee Market Society to waive that fee requirement for the remaining two months of the 2014 market season or until the end of September 2014.
Complete	<p>Moved by Councillor Corlazzoli and seconded by Councillor Mole BE IT RESOLVED: THAT Council give Third Reading to OCP Amendment Bylaw No. 1173, 2014.</p>

Status	Motion
Complete	Moved by Councillor Mole and seconded by Councillor Oliwa BE IT RESOLVED: THAT Council give Final Adoption of OCP Amendment Bylaw No. 1173, 2014.
Complete	Moved by Councillor Mole and seconded by Councillor Oliwa BE IT RESOLVED: THAT Council give Third Reading to Zoning Amendment Bylaw No. 1174, 2014.
Complete	Moved by Councillor Corlazzoli and seconded by Councillor Lyons BE IT RESOLVED: THAT Council give Final Adoption to Zoning Amendment Bylaw No. 1174, 2014.
Complete	Moved by Councillor Lyons and seconded by Councillor Oliwa BE IT RESOLVED: THAT Council rescind Second Reading of Zoning Bylaw No. 1160, 2013 and amend Zoning Bylaw No.1160 to reflect the updated Zoning Map attached to the report and be further amended by adding a new CS-1.1.4 subsection as included in the report.
Complete	Moved by Councillor Corlazzoli and seconded by Councillor Lyons BE IT RESOLVED: THAT Council give Second Reading, as amended, to Zoning Bylaw No. 1160, 2013.
Complete	Moved by Councillor Corlazzoli and seconded by Councillor Lyons BE IT RESOLVED: THAT Council approve the September 9, 2014 date for the Zoning Bylaw No. 1160, 2013 Public Hearing.
Complete	Moved by Councillor Corlazzoli and seconded by Councillor Mole BE IT RESOLVED: THAT Council receive this report and approve recommendation 2, which states: 2. THAT Council, having considered this report, the rezoning application and the implications for the Zoning Bylaw, direct staff to further advance the rezoning application RZ14-03 only after Bylaw 1160 has been considered for adoption.

Council Meeting Date: September 9, 2014

Status	Motion
Complete	Moved by Councillor Lyons and seconded by Councillor Mole BE IT RESOVLED: THAT Council invite the Ambulance Paramedics to make a presentation to Council to better understand their situation.
Complete	Moved by Councillor Mole and seconded by Councillor Lyons BE IT RESOLVED: THAT Council approves the recommendation of report R-2, which states: 1. THAT Council appoints Dennis Brown as Chief Election officer for the 2014 District of Ucluelet Municipal Election and Abby Fortune as Deputy Chief Election Officer for the 2014 District Of Ucluelet Municipal Election.

Status	Motion
In Process	Moved by Councillor Lyons and seconded by Councillor Oliwa BE IT RESOLVED: THAT Council approve recommendation one which states: 1. That Council approves the Agreement between North Island 911 Corporation and the District of Ucluelet for Optional Value Services through their Computer Aided Dispatch Software System. <i>DOU signed agreement; copies with North Island 911 for signature</i>
Complete	Moved by Councillor Mole and seconded by Councillor Lyons BE IT RESOLVED: THAT Council direct staff to write a report addressing concerns received for public hearing.
Complete	Moved by Councillor Lyons and seconded by Councillor Corlazzoli BE IT RESOLVED: THAT Council forward a letter of request to the Highways Department to support the Central West Coast Forest Society in obtaining the Phase Two: Lost Shoe Creek upgrade project.
Complete	Moved by Councillor Lyons and seconded by Councillor Mole BE IT RESOLVED: THAT Council proclaim the week of September 22-26, 2014 Environmental Public Health Week in the District of Ucluelet.
Complete	Moved by Councillor Lyons and seconded by Councillor Mole BE IT RESOLVED: THAT Council receive LR-2 and that Council members may attend the September 26 invitation.
Complete	Moved by Councillor Lyons and seconded by Councillor Corlazzoli BE IT RESOLVED: THAT Council writes a letter to Sue Farlinger requesting DFO to revisit the allocation of Coho for the West Coast Troll Fleet.

Council Meeting Date: October 14, 2014

Status	Motion
Complete	Moved by Councillor Mole and seconded by Councillor Oliwa BE IT RESOLVED: THAT Council proclaim October 20 – 26, 2014 as National Waste Reduction Week.
In Process	Moved by Councillor Mole and seconded by Councillor Oliwa BE IT RESOLVED: THAT Council direct staff to ascertain deer population numbers and trends in Ucluelet; AND THAT Council invite the conservation officer and fish and game club to meet to discuss options for deer population control.
Complete	Moved by Councillor Mole and seconded by Councillor Corlazzoli BE IT RESOLVED: THAT Council proclaim October as Foster Family Month.
Complete	Moved by Councillor Oliwa and seconded by Councillor Mole BE IT RESOLVED: THAT Council direct staff to forward information I-2 to Ucluelet Secondary School as soon as possible; AND THAT Council will, if possible and a successful application is made, provide financial assistance in the amount of \$275 for the registration fee

Status	Motion
In Process	<p>Moved by Councillor Mole and seconded by Councillor Corlazzoli</p> <p>BE IT RESOLVED: THAT Council approve recommendations 1 through 3 of report R-2, which state:</p> <ol style="list-style-type: none"> 1. THAT Council support the Artist Loops Completion A & B of the Wild Pacific Trail; 2. THAT Council authorize the release of funds from WPT – Special Projects budget of \$10,000 for the Artist Loops Completion A; 3. AND THAT Council authorizes the release of the remainder of the funds from the Terrace Beach Walkway project to be used for the Artist Loops Completion B in the amount of \$9,000.
In Process	<p>Moved by Councillor Corlazzoli and seconded by Councillor Oliwa</p> <p>BE IT RESOLVED: THAT Council approve recommendation 2 of report R-3, which states:</p> <ol style="list-style-type: none"> 2. THAT Council considers the approval of a Development Permit on the above referenced property subject to the conditions outlined below and within the body of this report.
Complete	<p>Moved by Councillor Corlazzoli and seconded by Councillor Mole</p> <p>BE IT RESOLVED: THAT Council give First Reading to Ucluelet Municipal Property Tax Exemption Bylaw No. 1175, 2014.</p>
Complete	<p>Moved by Councillor Oliwa and seconded by Councillor Corlazzoli</p> <p>BE IT RESOLVED: THAT Council give Second Reading to Ucluelet Municipal Property Tax Exemption Bylaw No. 1175, 2014.</p>
Complete	<p>Moved by Councillor Mole and seconded by Councillor Corlazzoli</p> <p>BE IT RESOLVED: THAT Council give Third Reading to Ucluelet Municipal Property Tax Exemption Bylaw No. 1175, 2014.</p>
Complete	<p>Moved by Councillor Oliwa and seconded by Councillor Corlazzoli</p> <p>BE IT RESOLVED: THAT Council give Third Reading to District of Ucluelet Zoning Bylaw No. 1160, 2013.</p>
In Process	<p>Moved by Councillor Mole and seconded by Councillor Oliwa</p> <p>BE IT RESOLVED: THAT Council direct staff to bring follow-up report back to Council that includes visual aids for delineator/disc placement and provides analysis on the subsequent effects on safety.</p>
Not Started	<p>Moved by Councillor Mole and seconded by Councillor Oliwa</p> <p>BE IT RESOLVED: THAT Council direct staff to postpone the purchase of solar-powered beacons until after reader boards are installed and their effectiveness is determined.</p>
In Process	<p>Moved by Councillor Oliwa and seconded by Councillor Mole</p> <p>BE IT RESOLVED: THAT Council direct staff to bring back a report that identifies the cost-saving options for street lighting in Ucluelet.</p>

Status	Motion
In Process	Moved by Councillor Corlazzoli and seconded by Councillor Mole BE IT RESOLVED: THAT Council write a letter to former Ucluelet Chamber of Commerce manager Sue Payne to thank her for her dedicated service to the Chamber. <i>Drafting letter</i>
In Process	Moved by Mayor Irving and seconded by Councillor Mole BE IT RESOLVED: THAT Council respond to correspondence from the Ucluelet Secondary School student council stating Council's desire to meet to discuss funding and regular liaison activities. <i>Drafting response</i>
Complete	Moved by Mayor Irving and seconded by Councillor Corlazzoli BE IT RESOLVED: THAT Council write a letter to the Co-op Board suggesting a "paper-first" policy be implemented, where the Co-op would offer customers paper bags first in place of plastic to reduce the impact on the landfill and encourage recycling.
Not Started	Moved by Councillor Mole and seconded by Councillor Corlazzoli BE IT RESOLVED: THAT Council direct staff to keep the washrooms open and maintained throughout the winter, but to reduce operating hours from 10am – 5pm after November 30, 2014.
In Process	Moved by Councillor Corlazzoli and seconded by Councillor Mole BE IT RESOLVED: THAT Council direct staff to produce a report on the physical, legal, and financial implications of speed reduction along the corridor from Marine Drive, Helen Road, and Alder Drive.

Council Meeting Date: October 16, 2014

Status	Motion
Complete	Moved by Councillor Mole and seconded by Councillor Corlazzoli BE IT RESOLVED: THAT Council give Fourth Reading and Adoption to Ucluelet Zoning Bylaw No. 1160, 2014.
In Process	Moved by Councillor Mole and seconded by Councillor Corlazzoli BE IT RESOLVED: THAT Council direct staff to arrange a public information session to address the issues raised during the approval process and Public Hearing for Bylaw No.1160, 2013 to give the public the opportunity for discussion; AND THAT Council invite the chair of the Planning Committee to attend the session.
In Process	Moved by Councillor Corlazzoli and seconded by Councillor Mole BE IT RESOLVED: THAT Council direct staff write a letter to Mayor Ruttan of Nanaimo stating Council's support of the fast cat ferry concept. <i>Drafting letter</i>



STAFF REPORT TO COUNCIL

Council Meeting: October 28, 2014
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JEANETTE O'CONNOR, CHIEF FINANCIAL OFFICER

FILE NO: 0530.01

SUBJECT: 2015 COUNCIL MEETING SCHEDULE

ATTACHMENT: APPENDIX #1 – 2015 COUNCIL SCHEDULE

RECOMMENDATION:

1. **THAT** Council adopts the Regular Council Meeting Schedule for 2015.

PURPOSE:

The purpose of this report is to make available a schedule of the dates, times and places of regular Council meetings for the upcoming calendar year of 2015 as per Section 127 of the *Community Charter*.

BACKGROUND:

As per the Council Procedure Bylaw #1166, 2014, regular meetings of Council are held on the second and fourth Tuesday in each month, commencing at 7:30 pm, except that regular meetings will not be scheduled on the fourth Tuesday of December, any statutory holiday, within seven days of the inaugural meeting of Council following a general local election and during the annual convention of the Union of British Columbia Municipalities. For the last several years, it has been the practice of Council to schedule one regular meeting of Council for the months of July and August, held on the second Tuesday in each of the two months. Council is required to meet as the Ucluelet Harbour Authority four times a year; these meetings are denoted with asterisks on the proposed schedule. Council will also be meeting as the Ucluelet Economic Development Corporation on the meetings denoted with asterisks.

SUMMARY AND CONCLUSION:

The objective of this report is to provide Council with a schedule of dates, times and places of regular Council meetings for the calendar year of 2015.

Respectfully submitted:


JEANETTE O'CONNOR, CFO



2015 COUNCIL SCHEDULE

All regular meetings of Council will begin at 7:30 p.m. in the George Fraser Community Room at the Ucluelet Community Centre located at 500 Matterson Drive, Ucluelet, BC.

Regular Council Meetings

January 13	April 28	September 8*
January 27	May 12*	October 13
February 10	May 26	October 27
February 24*	June 9	November 10
March 10	June 23	November 24*
March 24	July 14	December 8
April 14	August 11	

*Please note Council also meets as the Harbour Authority and the Ucluelet Economic Development Corporation at these meetings.



STAFF REPORT TO COUNCIL

Council Meeting: October 28, 2014
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JEANETTE O'CONNOR, CHIEF FINANCIAL OFFICER

FILE No: 0550-04

SUBJECT: HOLIDAY SEASON OFFICE HOURS

RECOMMENDATION:

1. **THAT** Council authorize the closure of the Municipal Office for the 2014 holiday season from Monday, December 22, 2014 through Friday, January 02, 2015. The office will reopen on Monday, January 5, 2015.

PURPOSE:

The purpose of this report is to identify the District of Ucluelet's hours of operation during the 2014 holiday season.

BACKGROUND:

Similar to past last holiday seasons, it is standard practice to close the administration office and public works and parks departments for two weeks over the Christmas period to coincide with school breaks.

This year, it is proposed that the District office and Public Works & Parks departments be closed to the public on Monday, December 19, 2014 and reopen on Monday, January 5, 2015. All staff will be permitted time off during the two-week period on the basis that either vacation time or banked overtime will be used to offset all but statutory holidays. Staff will be permitted to work provided their supervisor agrees and there is worthwhile work to be performed, but all staff are being strongly encouraged to take the time off.

As in previous years, the Public Works & Parks department will ensure that sufficient personnel are available should any emergencies occur.

SUMMARY AND CONCLUSION:

The objective of this report is identify the closure dates of the District of Ucluelet municipal office for the 2014 holiday season

Respectfully submitted:


JEANETTE O'CONNOR, CFO

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STAFF REPORT TO COUNCIL

Council Meeting: OCTOBER 28TH, 2014
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: ABBY FORTUNE, DIRECTOR OF PARKS & RECREATION

FILE NO: 1855-03 AGE-FRIENDLY

SUBJECT: AGE-FRIENDLY COMMUNITY PLANNING & PROJECTS GRANT

ATTACHMENT(S): PROGRAM & APPLICATION GUIDE

RECOMMENDATION(S):

1. **THAT** Council receives this report for information.
2. **THAT** Council supports, by resolution, the application for the Age-friendly Community Planning Grant for 2015 to create a local Age-friendly Plan to be submitted on October 31, 2014.

PURPOSE:

The purpose of this report is to meet one of the requirements of the Age-friendly Grant application which is to have a Council Resolution to support the grant application.

The purpose of this report is to also provide Council with some general information regarding the Age-friendly grant.

BACKGROUND:

The 2015 Age-friendly Community Planning & Project Grant was recently announced with a deadline for the grant application of Friday, October 31st, 2015.

The focus of the grant will be to create a local Age-friendly Plan for the community. This plan would assist Ucluelet in future granting opportunities and policies as well as supporting the current OCP and Parks & Recreation Master Plans.

If successful, the grant funds would be used to create a survey, community information sharing sessions, and ultimately a plan that would focus on helping make Ucluelet a more Age-friendly Community. The District of Ucluelet will be looking at a variety of factors including accessibility, policy, and potential future projects and funding.

The Age-friendly grant application is currently being written to meet the deadline of October 31st.

Respectfully submitted:

Abby Fortune, Director of Parks & Recreation

Seniors' Housing & Support Initiative



E-mail: lgps@ubcm.ca
525 Government Street, Victoria, BC, V8V 0A8



2015 Age-friendly Community Planning & Project Grants Program & Application Guide

1. Introduction

Seniors' Housing & Support Initiative

Launched in 2004, the *Seniors' Housing and Support Initiative* (SHSI) was created through a one-time \$2 million grant from the (now) Ministry of Community, Sport & Cultural Development to assist local governments to prepare for an aging population. Between 2007 and 2013, the Ministry of Health provided an additional \$2.25 million to further support the initiative and to incorporate a focus on age-friendly projects, including \$.5 million in for 2014 grants.

In the initial phases of the program, the emphasis was on information sharing and grants for 'Seniors in Communities Dialogues.' Pilot project funding was available from 2006 to 2008 and the first Age-friendly Community Planning grants were offered in 2009. Community Planning and Project funding was offered in 2010, and from 2012 to 2014. To date, more than 125 local governments have completed projects or been approved for funding under the SHSI.

The Ministry of Health has now committed an additional \$.5 million in funding to the program and UBCM is pleased to announce that a maximum of 25 grants of up to \$20,000.00 are available for 2015 community planning initiatives or community projects. The priority in 2015 is to engage communities that have not yet completed an age-friendly plan or undertaken a project focused on age-friendly communities.

Age-friendly Communities

An **age-friendly community** is a community where older people are supported to live active, socially engaged, and independent lives through policies, services and structures designed to support them. The creation of age-friendly communities in BC builds on findings from the World Health Organization's Age-friendly Cities and the Canadian Age-friendly Rural and Remote Communities projects in 2007.

The Province has advanced the age-friendly agenda since 2007 in collaboration with UBCM and other key partners to engage and support local governments in preparing their communities for an aging population. Age-friendly British Columbia (AFBC) is built around the following key components (See Appendix 1):

1. Support – Grants (through UBCM) and staff support from the Ministry of Health
2. Recognition – The Ministry of Health will recognize and reward local governments who achieve four key steps in the process to become more age-friendly
3. Information – A resource package and website with tools to assist local government staff

For more information on Age-friendly British Columbia, contact the Seniors' Health Promotion Directorate by email: AgeFriendlyBC@gov.bc.ca or by phone: (250) 387-9520.

2. Guiding Principles

The 2015 SHSI program is intended to assist local governments in BC to best support aging populations, develop and implement policies and plans and/or develop projects that enable seniors to age in place and facilitate the creation of age-friendly communities.

Applications should demonstrate a commitment to the following guiding principles:

- **Community Driven** - Community solutions are based on local priorities
- **Catalyst for Action** - Community activities are catalysts that enable local governments and community partners to enhance and improve services for older adults
- **Focus on Funding Priorities** - Activities are focused on funding priorities with clear outcomes
- **Flexible** - Required actions differ in each community
- **Coordinated** - Activities of different levels of government and community partners are coordinated to avoid duplication among programs and projects
- **Sustainable Results** - Community activities contribute to improving the lives of older adults over time

Table 1: Eligible Activities	
Eligible Activity	Examples
Community planning	<ul style="list-style-type: none"> • Review and revision of OCPs or community or neighbourhood plans • Review and revision of zoning and other bylaws (subdivision, snow removal, parking, etc.) • Review and revision of development permit requirements
	<ul style="list-style-type: none"> • Creation of a local Age-friendly plan • Creation of specific plan and/or policies that address one or more of the eight community components (see Section 4) • Development of age-friendly design guidelines
	<p><i>Adding an age-friendly or seniors lens to planning initiatives, such as:</i></p> <ul style="list-style-type: none"> • Active transportation planning • Food security and food systems planning • Community planning processes related to social determinants of health (e.g. affordable housing, homelessness, etc.) • Development of community health plans • Engagement of seniors in planning activities
Community projects	<p><i>Developing <u>new</u> community projects for seniors, such as:</i></p> <ul style="list-style-type: none"> • Prevention of elder abuse • Support for persons with dementia • Increased community accessibility (transportation, housing, services) • Provision of recreation and healthy living activities and/or referral and support to link seniors with recreation and healthy living services • Community gardens and healthy eating • Health literacy and promotion (e.g. workshops, guides, etc.) • Chronic disease prevention • Injury prevention and community safety (including traffic safety) • Intergenerational projects

3. Eligible Applicants

Eligible applicants are local governments (municipalities and regional districts) in British Columbia. Please see Section 6 for other important information on application requirements.

4. Funding Priorities & Eligible Activities

The priority in 2015 is to engage communities that have not yet completed an age-friendly plan or undertaken a project focused on age-friendly communities. A maximum of 25 grants will be available.

Eligible activities are new community planning and/or community projects that are undertaken by a local government and that address the guiding principles and funding priorities of the program.

This includes comprehensive age-friendly community planning/projects or activities that focus on one or more of the eight age-friendly community components:

- Outdoor spaces and buildings
- Transportation (including traffic safety)
- Housing
- Respect and social inclusion
- Social participation
- Communications and information
- Civic participation and employment
- Community support and health services

Table 1 provides an overview of eligible activities and examples of each.

The SHSI is not intended to be a capital project funding program. However, minor capital expenditures for eligible activities that have a clear and definable benefit to seniors will be considered for funding. Please note capital costs cannot exceed 40% of the total requested grant (i.e. an application for a \$15,000.00 grant cannot include more than \$6,000.00 in capital costs).

In addition, please note the following are not eligible activities:

- Development of feasibility studies, business cases, architectural, engineering or other design drawings for the construction or renovation of facilities providing services to seniors, including housing
- Fundraising

5. Age-friendly BC Community Recognition Program (Optional)

All local governments, including applicants to the 2015 SHSI program, have the opportunity to apply for the Age-friendly British Columbia Recognition Program from the Ministry of Health. Please see Appendix 1 for more information.

6. Application Process

The application form is required to be completed by all applicants. A Council or Board resolution, as well as a detailed budget, is required with the application form.

The Council/Board resolution is required to indicate support for the proposed activities and willingness to provide overall grant management



STAFF REPORT TO COUNCIL

Council Meeting: OCTOBER 28, 2014
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: PATRICIA ABDULLA, MANAGER OF PLANNING

FILE NO: 3900- 02

SUBJECT: COMMUNITY INPUT AND ASSESSMENT PROCESS - RESPONSE TO PROPOSAL FROM PUBLIC HEARING PROPONENTS TO INCREASE PERMISSIBLE COMMERCIAL AND RESIDENTIAL USES IN RESIDENTIAL ZONES.

ATTACHMENT(S): N/A

RECOMMENDATION(S):

1. **THAT** Council direct staff to proceed with the preparation of a door to door survey on Items 1 and 2 outlined in the following report to be conducted in single family dwelling residential neighbourhoods and
2. **THAT** Council indicates a time frame in which this survey should occur.

PURPOSE: To provide Council with options to pursue public input and engagement on one or more of the four proposals heard from proponents at the recent Zoning Bylaw Public Hearing to increase permissible commercial and residential uses in residential single family dwelling zones.

BACKGROUND: On September 9, 2014, a Public Hearing was held for Zoning Bylaw #1160. Several suggestions were brought forward by the presenters in the Public Hearing submissions which could, among other things, potentially increase permitted commercial uses and location of such permitted uses on a residential lot. In the October 14, 2014 regular meeting of Council, staff were requested to bring forward a report which would outline a possible public referral and input process on one or more of the four referenced items.

As outlined in the staff report on October 14, 2014, the suggestions represented in several submissions at the Public Hearing of September 9th are changes not only to the current Bylaw #1160 but also to the previous bylaw #800 established in 1999. Since that time the community has seen some changes. The residential and commercial market as well as the demographics of this community has also changed. The early 2000's saw a shift in Ucluelet from an industrial based economy to a more predominantly tourist based economy. However, with Ucluelet's Fish Plants now fully operational and the recent influx of younger families and retirees into our community, the dynamics of our residential neighbourhoods and their interface with commercial and industrial uses are once again a consideration. As Council has directed, the suggestions from the Public Hearing require a more focused and deliberate review.

FOCUS FOR PUBLIC INPUT:

The following four items appear to encapsulate the main suggestions brought forward by the proponents. They were to suggest:

1. Proposed changes to permit a B&B, Home Occupation and Secondary Suite (all and any combination thereof) within a Single Family Dwelling in a residential zone.
2. Proposed changes to permit Secondary Suites and B&Bs above accessory buildings within a residential zone.
3. Proposed changes to the definition for an Accessory Building (not specified).
4. Proposed changes to the length of stay of 30 days in the definition of "Resort Condominium" to a longer period (not specified).

The four items above can be broken into two categories. The first two items are not dissimilar to one another and should require the same considerations of mixed uses, parking, lot area, access and other possible impacts in a residential neighborhood. The last two items are more technical in nature; one being a result of research into other municipal definitions and adopting a common building definition used and accepted elsewhere. The other is a length of stay based on legal precedent in determining the difference between residential and resort condominium.

Although both items 3 and 4 have been raised, it is more likely that items 1 and 2 require a more focused and lengthier community input and involvement. To that end staff might recommend that Council direct their attention to Items 1 and 2 as a first step towards assessing public interest in bylaw changes.

STEPS FOR PUBLIC INPUT

Items 1 and 2 could be combined in a focused survey to determine if there is a community desire for additional commercial or residential uses on Single Family Dwelling lots. In order to facilitate those who might not otherwise be informed of potential land use implications and in order to understand the impact on those directly affected by such a proposal, staff would recommend dividing the District's Single Family Dwelling neighbourhoods into areas and conducting a door to door survey. Staff would be on hand to answer questions, solicit input and record an interest in changing the zoning bylaw. The statistics gathered could then be analyzed and presented to Council for consideration, discussion and direction. Council could then consider moving forward based on the input and analysis of the survey or determine additional next steps such as holding a Public Open House for further input or the creation of focused, well represented community study groups.

SUMMARY:

The four items noted in this report were among the few main points raised by the Public Hearing Comments for Zoning Bylaw #1160. Several comments in the submissions suggested changes to the zoning bylaw. These include increased commercial uses or additional residential uses on a single family dwelling lot in residential neighbourhoods. Council has acknowledged that these suggested changes should involve the community in more focused study and input opportunities and requested staff provide some options for garnering effective and representative public input on the items raised. As requested, staff met with their Council Liaison and discussed priority of the items and the best means for community input. The recommendations were to combine two items for review as a first step; proposed changes to permit a B&B, Home Occupation and Secondary Suite (all and any combination thereof) within a Single Family Dwelling in a residential zone **and** proposed changes to permit Secondary Suites and B&Bs above accessory buildings within a residential zone. In order to reach those most affected by these proposals, staff have suggested that a door to door survey be conducted by staff soliciting the residents for their input prior to bringing it forward for further consideration.

Respectfully submitted,

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

Patricia Abdulla, Manager of Planning

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STAFF REPORT TO COUNCIL

Council Meeting: OCTOBER 28, 2014
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JEANETTE O'CONNOR, CHIEF FINANCIAL OFFICER

FILE NO: 3900 – 25 BYLAW # 1175, 2014

SUBJECT: FOURTH READING OF UCLUELET MUNICIPAL PROPERTY TAX EXEMPTION BYLAW FOR THE 2015 TAX YEAR

ATTACHMENT: APPENDIX A – BYLAW 1175, 2014

RECOMMENDATION:

1. **THAT** Council give Fourth Reading and subsequent Adoption to "Ucluelet Municipal Property Tax Exemption Bylaw No. 1175, 2014".

Respectfully submitted:



JEANETTE O'CONNOR,
CHIEF FINANCIAL OFFICER

**DISTRICT OF UCLUELET
BYLAW NO. 1175, 2014**

“A Bylaw to Exempt Certain Lands and/or Improvements from
Municipal Property Taxation for the 2015 taxation year”

WHEREAS, the *Community Charter* provides general exemptions from taxation;

AND WHEREAS, the *Community Charter* provides qualifications and exceptions to the general exemptions provided;

AND WHEREAS, the *Community Charter* empowers Council of the District of Ucluelet to, by bylaw adopted by 2/3 of its members; exempt certain lands or improvements or both from taxation;

AND WHEREAS, pursuant to the *School Act* as amended, property that is exempted from taxation under the *Community Charter* is also exempted from taxation under the *School Act*;

AND WHEREAS, it is deemed advisable to enact a new bylaw granting exemption to public worship properties, museum properties, and the interest in municipal buildings of a non-profit organization that uses or occupies as a tenant of the municipality;

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

Title

- 1) This bylaw may be cited as “Ucluelet Municipal Property Tax Exemption Bylaw No. 1175, 2014.”

Exemption for Public Worship Properties

- 2) The land hereinafter described and the improvements thereon which are set apart and in use for public worship are hereby exempt from taxation under the *Community Charter* for the year 2015.
 - a) Lots 1 and 2, Section 21, Clayoquot Land District, Plan 9522 registered in the name of the Christ Community Church of Ucluelet;
 - b) Lot 1, District Lot 282, Clayoquot Land District, Plan 10396 and Lot 1, District Lot 282, Clayoquot Land District, Plan 9024 registered in the name of the Bishop of Victoria;
 - c) Lot 6, District Lot 282, Clayoquot Land District, Plan 30080 registered in the name of the Ucluelet Congregation of Jehovah’s Witnesses.

Exemption for Museum Properties

- 3) The land hereinafter described and the improvements thereon which are set apart and in use for a museum are hereby exempt from taxation under the *Community Charter* for the year 2015.

- a) Folio 196.410, Block A, District Lot 1507, Clayoquot Land District, Plan 61995, Survey Plan filed with Active Lease to Ucluelet & Area Historical Society, Lands Branch Lease #111228.

Exemption for Non-Profit Organizations Using Municipal Property

- 4) The interest in municipal buildings of a non-profit organization that uses or occupies as a licensee or tenant of the municipality are hereby exempt from taxation under the *Community Charter* for the year 2015.
 - a) Food Bank on the Edge – 160 Sea Plane Base Road – Roll No. 181.060 being that portion of Lot 3, Plan 20323, District Lot 284, Clayoquot Land District that is used and owned by the Food Bank on the Edge;
 - b) Westcoast Community Resources Centre – 500 Matterson Drive - Roll No. 114.960 being that portion of Lot A, Plan VIP56963, District Lot 281, Clayoquot Land District that is used by the Westcoast Community Resources Centre;
 - c) Nuu-Chah-Nulth - 500 Matterson Drive - Roll No. 114.960 being that portion of Lot A, Plan VIP56963, District Lot 281, Clayoquot Land District that is used by the Nuu-Chah-Nulth First Nations;
 - d) Ministry of Child and Family Development – 500 Matterson Drive - Roll No. 114.960 being that portion of Lot A, Plan VIP56963, District Lot 281, Clayoquot Land District that is used by the Ministry of Child and Family Development;
 - e) Vancouver Island Regional Library – 500 Matterson Drive - Roll No. 114.960 being that portion of Lot A, Plan VIP56963, District Lot 281, Clayoquot Land District that is used by the Vancouver Island Regional Library;
 - f) Ucluelet Daycare Society – 500 Matterson Drive - Roll No. 114.960 being that portion of Lot A, Plan VIP56963, District Lot 281, Clayoquot Land District that is used by the Ucluelet Daycare Society.

Exemption for Recreational Properties

- 5) The land and improvements classified by the BC Assessment Authority as Class 8 (Recreation/Non-Profit) and excluding the land and improvements classified by the BC Assessment Authority as Class 6 are hereby exempt from taxation under the *Community Charter* for the year 2015.
 - a) Army, Navy & Air Force Veterans, Ucluelet Unit #293 - Folio 165.000 being Lot 1, Plan 5190, District Lot 282, Clayoquot Land District;

Exemption for Aquarium

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

Exemption for Land Leased by the Municipality

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

READ A FIRST TIME this 14th day of **OCTOBER, 2014.**

READ A SECOND TIME this 14th day of **OCTOBER, 2014.**

READ A THIRD TIME this 14th day of **OCTOBER, 2014.**

ADOPTED this **XX** day of **OCTOBER, 2014.**

CERTIFIED CORRECT: Ucluelet Municipal Property Tax Exemption Bylaw No. 1175, 2014.

Jeanette O’Connor
Chief Financial Officer

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

Bill Irving
Mayor

Andrew Yeates
Corporate Officer



STAFF REPORT TO COUNCIL

Council Meeting: Oct 28th, 2014
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JOHN TOWGOOD, PLANNING ASSISTANT

FILE NO: (RZ14-03); XREF: FOLIO 061.020

SUBJECT: PROPOSAL TO REZONE LOT 20, SECTION 21, CLAYOQUOT DISTRICT, PLAN VIP64737, PID 023-656-107 (1136 CORAL WAY) FROM R1 SINGLE FAMILY RESIDENTIAL TO VR-1 VACATION RESIDENTIAL ZONE.

ATTACHMENT(S): APPENDIX A – DESIGN DRAWINGS
APPENDIX B – PROPOSED BYLAW NO. 1176, 2014

RECOMMENDATION(S):

1. **THAT** Council receives this report for information.
2. **THAT** Zoning Bylaw No. 1176, 2014 be given First and Second Readings and
3. **THAT** Zoning Bylaw No. 1176, 2014 be advanced to a Public Hearing

PURPOSE:

To provide Council with information on the proposed rezoning of the subject property located at 1136 Coral Way. The proposed Rezoning is from R1 Single Family Residential to VR-1 Vacation Rental.

BACKGROUND:

Council will recall the previous staff report on the August 12th, 2014 Council Agenda that reviewed this Rezoning Application RZ14-03 and the overlap in process with the new Zoning Bylaw #1160, 2013. Council's resolution at that time was to hold the subject Rezoning until Final Adoption of the Zoning Bylaw was given on October 16, 2014. This report is to bring this application forward and further that rezoning process

ANALYSIS:

The subject site is located on the west side of Coral Way; five properties north of the intersection of Coral Way and Reef Point Road (see Figure 1).



Figure 1

The area is zoned predominantly R-1 Single Family Residential with the exception of one GH-Guest House Zoned lot located on Reef Point Road (see Figure 2).

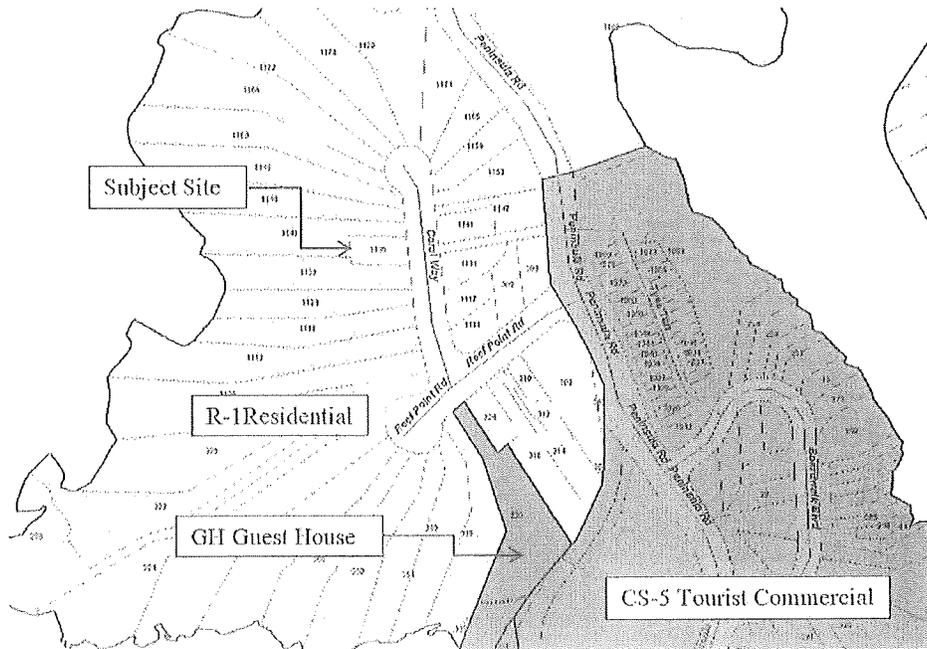


FIGURE 2

There are 5 established Bed and Breakfast operations in the neighbourhood. The subject site currently contains a single family dwelling with a secondary suite located within the SFD on the ground floor under the main living area. This ground floor secondary suite is the proposed location of the Vacation Rental suite (see Figure 3).



Figure 3

The current building meets the site and density regulations of the R-1 and VR-1 zones. The Reef Point Road and Coral Way area is a residential neighborhood. The GH Guest House zoned property and the large number of established B&B's uses add a commercial element to the neighbourhood. A VR-1 Vacation Rental may increase this commercial aspect of the neighborhood. However, as there is an existing rental suite where the proposed vacation rental suite would be it is likely that there would be minimal if any additional impact. There is buffering created by the two panhandle driveways on each side of the subject property. The property is fully treed and landscaped which may mitigate potential impact on the adjacent properties. The proposed vacation rental does not require a major renovation and there are no exterior additions or renovations required or proposed. The proposed site also meets the parking requirements for a single family dwelling and a single vacation rental suite with three existing onsite parking spots located in the front yard. The floor area of Vacation Rental suites are regulated under section 406 of Zoning Bylaw. The propose suite size at 62sqm is under 83sqm allowable for the proposed property.

SUMMARY:

The proposal meets the zoning requirements for a VR-1 Vacation Rental lot. The Coral Way neighborhood with its GH Guest House zoned property and the number of existing B&B's has an established commercial element. The proposed change in Zoning from a R1 Single Family Residential to VR-1 Vacation Rental will be a slight increase to this commercial element but the impact is significantly lessened with the applicant utilizing an existing suite in a fully treed and landscaped setting and that the site is buffered by the two panhandle lots located on each side of the property.

Respectfully submitted:



 John Towgood, Planning Assistant

To Whom It May Concern,

We are writing in regards to applying for VR-1 zoning of our property at 1.136 Coral Way, Ucluelet, BC. We have read through the application and do believe our property would meet the requirements for the VR-1 designation. We feel rezoning wouldn't have any sort of negative impact to our neighbourhood as we live in a subdivision where there are currently other vacation rental properties and B&B's. These of which from our personal knowledge have not caused any excess noise or traffic. Our neighbourhood is of such that there is privacy between most of the properties as not to cause any disturbances to nearby neighbours. As well our property is surrounded by trees and mature gardens which provides a buffer to noise and privacy. We ideally would love to turn our 1 bedroom suite into a nightly rental. The suite does have its own parking for up to 2 cars so street parking wouldn't never be an issue and it is a basement suite so it is located on the bottom level of the main house.

Having this zoning would allow us a place to stay and have a home away from home for our young children to enjoy in the coming years. We currently live in Sooke, BC and had moved from Ucluelet 3 years ago due to my husband getting laid off as an electrician. As hard as it was we had to say goodbye to our friends and neighbours after residing in Ucluelet for over 6 years we had to choose to move as my husband found work in Victoria. At the time our children were 3 and 1 years of age. They still feel Ucluelet is their home as we visit many times throughout the year. We love to staying connected to the community and feel it would be amazing to be able to enjoy part of the home in which our children spent the first few years of their lives. Now of course being able to so financially would require us to have VR-1 zoning so this is why this is so important to our family to apply and take a chance with our fingers and toes crossed. We have always had amazing tenants with long term leases in place. We are hoping if we do indeed get approved for the zoning we can have a nightly rental up and running by fall or even as late as summer next year.

Thank you for your time,

Kindest Regards,

Melissa and Thomas Smith and family

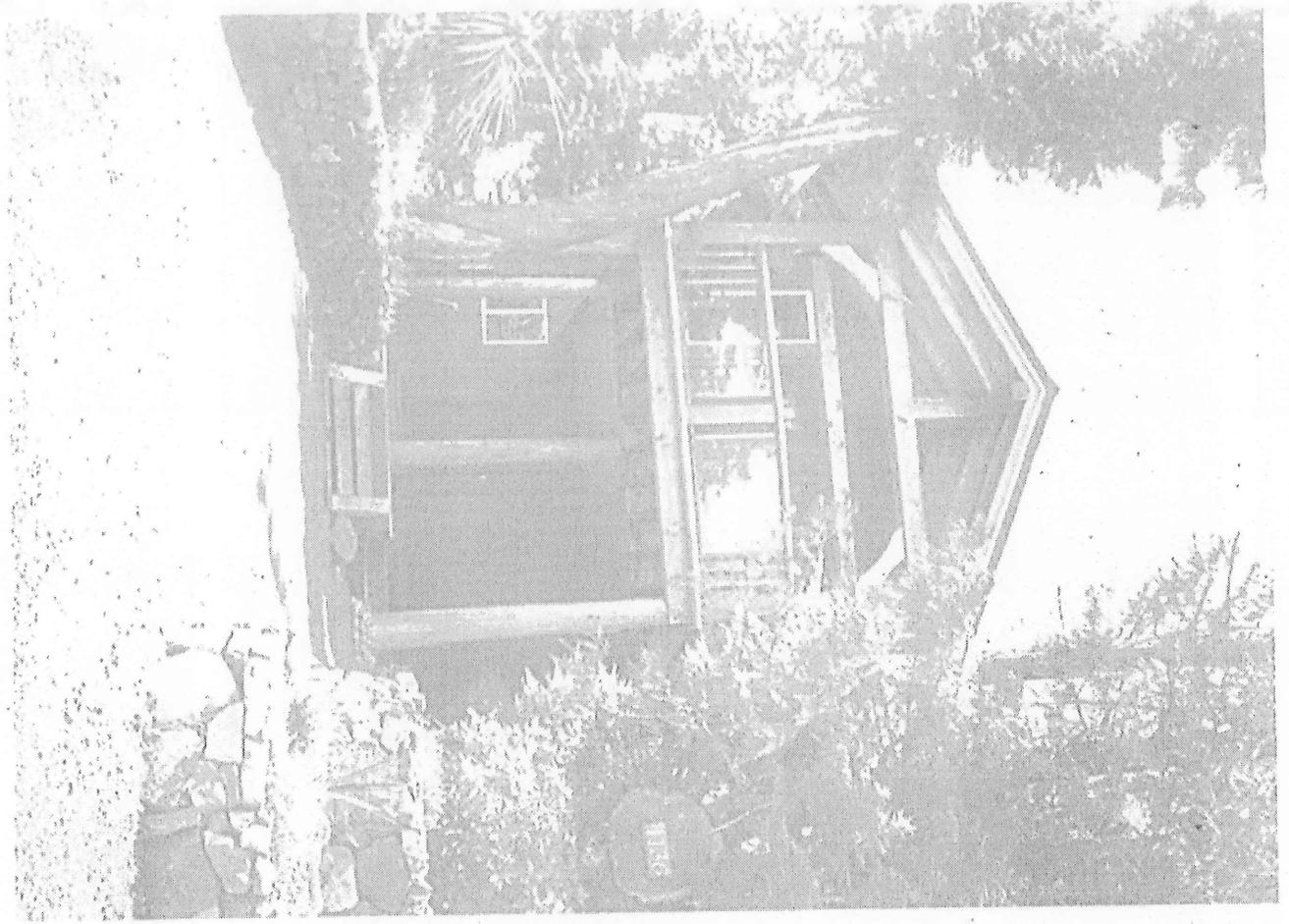
2402 Poplar Drive, Sooke, BC, V9Z0Y5

250-642-0139, 250-818-7554



Main house on upper level &
main house parking.

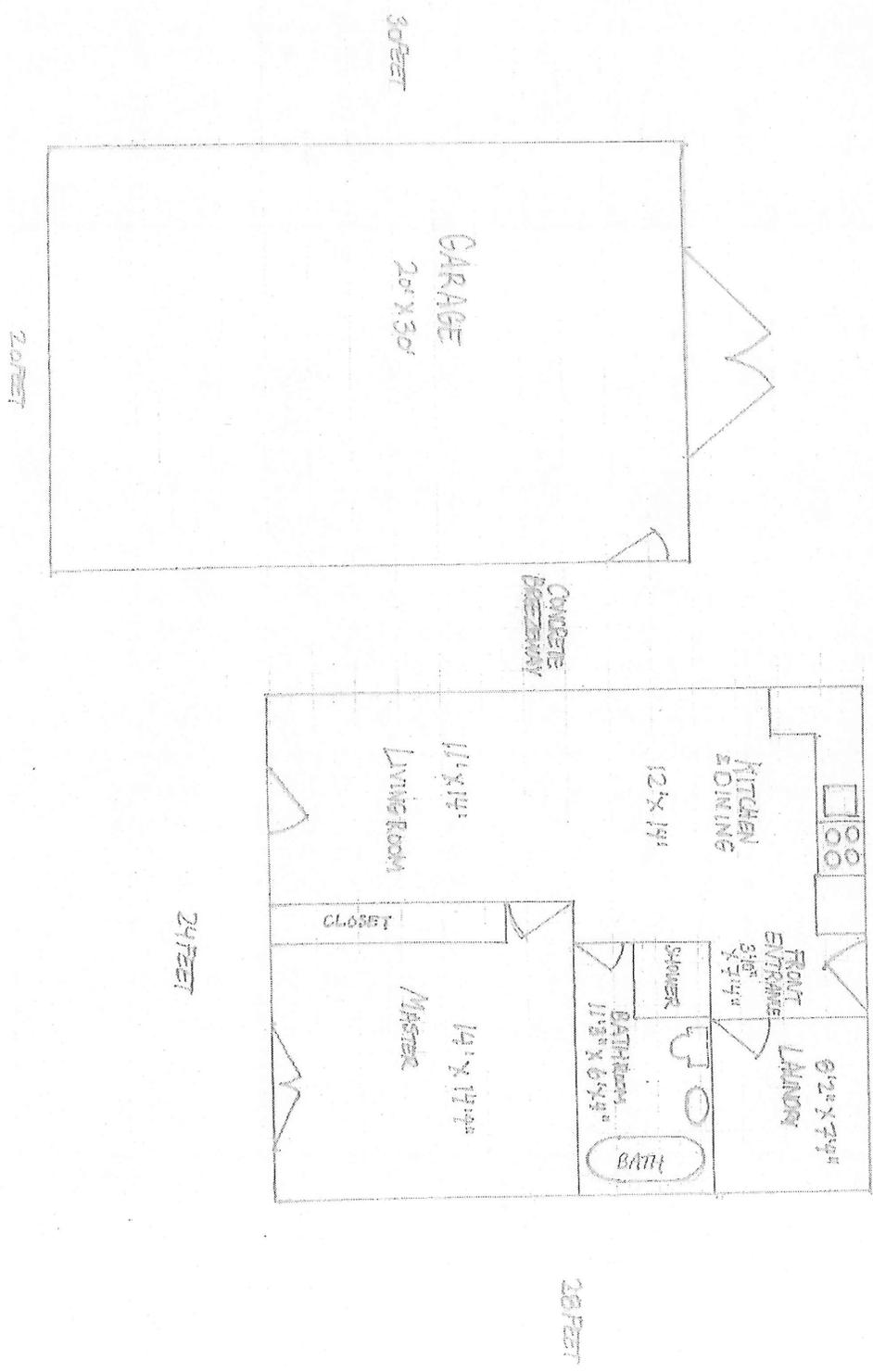
Stairs leading up to main house
entrance.



Bottom level entrance to
1 Balm suite & suite
parking
Upper level entrance to
main house

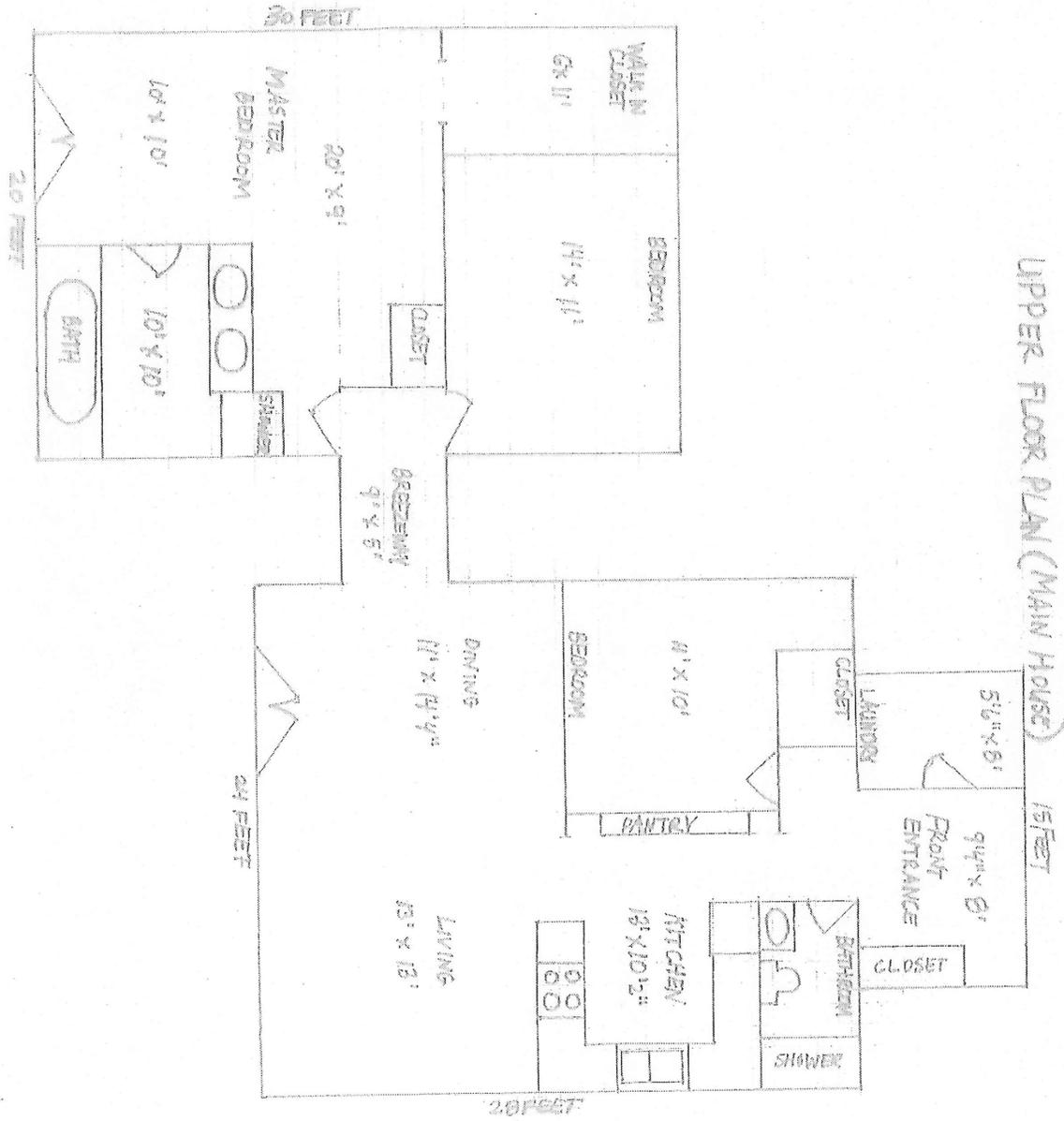
1156 Carol Way

MAIN FLOOR PLAN (SUITE & GARAGE)



1136 Grand Way

UPPER FLOOR PLAN (MAIN HOUSE)





District of Ucluelet

P.O. Box 999, 200 Main Street, Ucluelet, B.C. V0R 3A0
Phone: 250-726-7744/Fax: 250-726-7335
Website: www.dist.ucluelet.bc.ca

OCCUPANCY PERMIT

Date: May 9, 2013

Name: Thomas Smith
Address: 1136 Coral Way

Dear Mr./Ms. Smith:

RE: Lot 20, DL 21, Plan # V1PC4737, Building Permit # 07-15

PLEASE BE ADVISED THAT A FINAL INSPECTION WAS COMPLETED ON THE SUBJECT PROPERTY ON May 9, 2013, AND THE BUILDING IS SUITABLE FOR OCCUPANCY.



Building Inspector Signature

S:\DATA\WORD\ADMIN\FORMS\BUILDING\Occupancy Permit.doc

DISTRICT OF UCLUELET

Bylaw No. 1176, 2014

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

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 20, Section 21, Clayoquot District, Plan VIP64737, PID 023-656-107, generally as shown highlighted in black on the Schedule 'A' attached to and forming part of this bylaw, be rezoned from R1 Single Family Residential to VR-1 Vacation Rental, and the Zoning Map of the District of Ucluelet Zoning Bylaw No. 1160, 2014 be amended accordingly.

READ A FIRST TIME this th day of , 2014.

READ A SECOND TIME this th day of , 2014.

PUBLIC HEARING held this th day of , 2014.

READ A THIRD TIME this th day of , 2014.

ADOPTED this th day of , 2014.

CERTIFIED A TRUE AND CORRECT COPY of "District of Ucluelet Zoning Amendment Bylaw No. 1176, 2014."

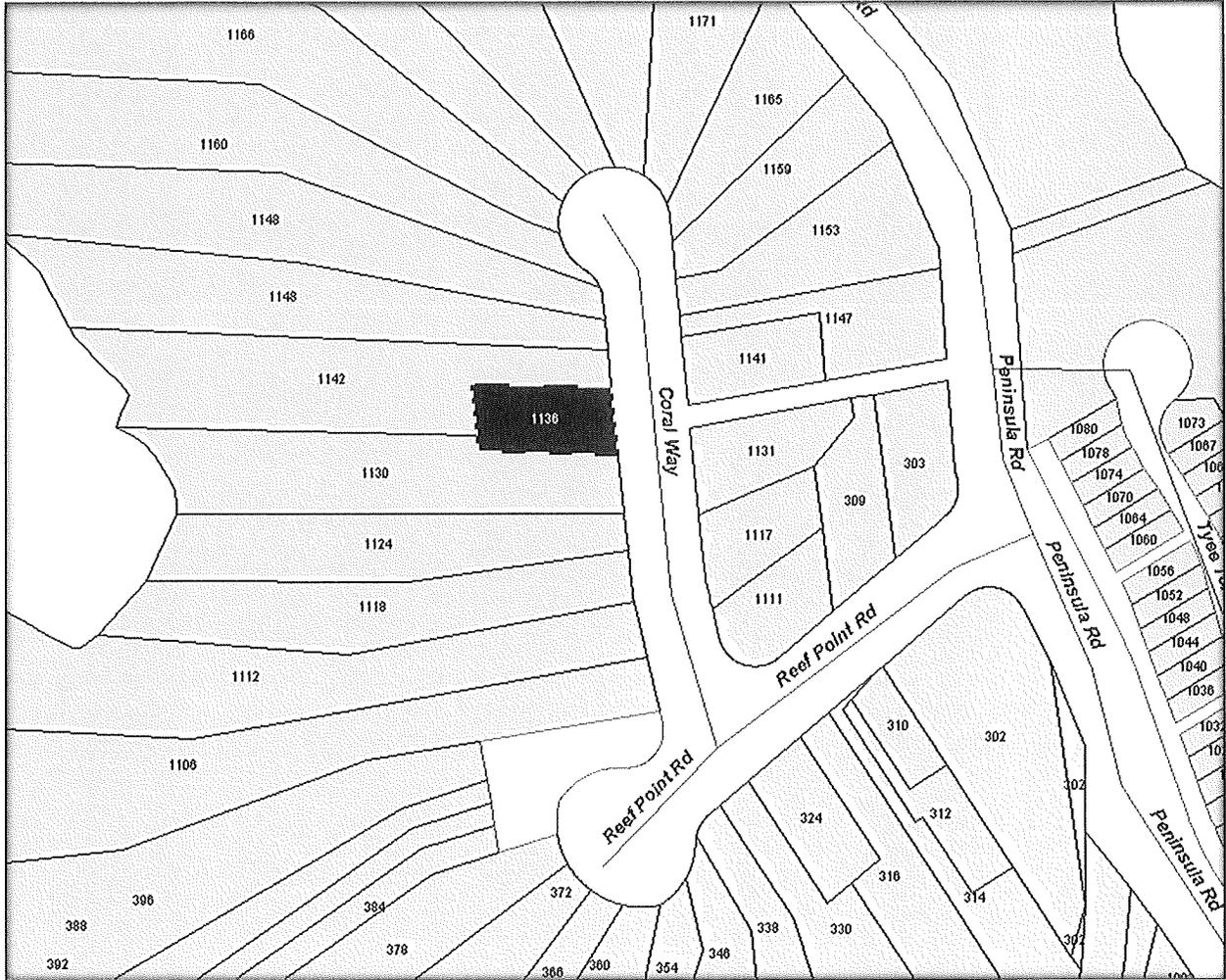
Mayor
Bill Irving

CAO
Andrew Yeates

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

CAO
Andrew Yeates

SCHEDULE 'A'
Bylaw 1176, 2014





STAFF REPORT TO COUNCIL

Council Meeting: OCTOBER 28, 2014
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: ANDREW YEATES, CAO

FILE NO: 3900-25 BYLAW 1178

SUBJECT: PROPOSED OATH OF OFFICE BYLAW 1178, 2014 FOR ELECTED OFFICIALS

ATTACHMENT(S): APPENDIX A – BYLAW 1178, 2014

RECOMMENDATION(S):

1. **THAT** Council receives this report for information;
2. **THAT** Council give consideration to the proposed 'Oath of Office Bylaw 1178, 2014';
3. **THAT** Council give up to three readings to the proposed 'Oath of Office Bylaw 1178, 2014'.

PURPOSE:

The purpose of this report is to outline the actions required should Council wish to establish a new oath or solemn affirmation of office for the 2014 general local election.

BACKGROUND:

The *Community Charter* requires elected members of Council to take an oath or solemn affirmation of office, within 45 days of the declaration of election results. The form of the oath of office is prescribed by the *Local Government Elections Regulation* (B.C. Reg. 380/93), unless Council enacts a bylaw establishing its own form of oath of office, as provided under Section 120(2) of the *Community Charter*. The oath of office is traditionally sworn or affirmed at the Inaugural meeting of Council following a general local election, which will fall on December 1, 2014.

Option 1 – Establish A New Oath

If Council wishes to establish a new oath or solemn affirmation of office for the purposes of this year's general local election, a bylaw to that effect must be adopted prior to the Inaugural meeting.

Option 2 – Do Not Establish A New Oath

If Council does not wish to establish a new oath or solemn affirmation of office, the wording prescribed by the *Local Government Elections Regulation* will be used by default.

PROPOSED OATH OF OFFICE:

The following oath of office is based on a combination of the phrasing prescribed by the *Local Government Elections Regulation*, the responsibilities of Council members, municipal purposes, and elements of the District of Ucluelet's Vision and Mission Statement. The oath is introduced in the proposed 'Oath of Office Bylaw 1178, 2014' under Schedule "A".

I, ...[name of person elected or appointed]..., do solemnly affirm that:

I am qualified to hold the office of ...[office]... for the District of Ucluelet to which I have been elected;

I have not, by myself or any other person, knowingly contravened the Election Act respecting vote buying or intimidation in relation to my election to the office;

I will faithfully perform the duties of my office, and will not allow any private interest to influence my conduct in public matters;

As required by the Community Charter, I will disclose any direct or indirect pecuniary interest I have in a matter and will not participate in the discussion of the matter and will not vote in respect of the matter;

And, in addition, I do solemnly pledge to:

- Act with integrity and good judgment for the well-being and interests of the community as a whole;
- Provide stewardship of public assets and to contribute to the development and evaluation of the District's policies and programs;
- Foster the economic, social, and environmental prosperity of the District of Ucluelet;
- Abide by the statutes, bylaws, and policies that govern the District and promote transparency, accountability, and responsible leadership; and
- Further the District of Ucluelet as a livable, healthy, and well-managed community through good governance and visionary leadership.

As current legislation does not prescribe any specific requirements or elements that must be included in an oath of office, Council may endorse the proposed oath (above) in the form presented, request the oath be re-written or combined in any manner as desired.

SUMMARY AND CONCLUSION:

The objective of this report is to outline the course of action for Council should they wish to establish a new oath or solemn affirmation of office for the purposes of the 2014 general local election.

Respectfully submitted:



Andrew Yeates, CAO

DISTRICT OF UCLUELET

BYLAW NO. 1178, 2014

“A Bylaw for the Establishment of an Oath or Solemn Affirmation of Office for Elected or Appointed Officials of the District of Ucluelet”

WHEREAS section 120(2) of the *Community Charter* states a Council may, by bylaw, establish the oath or solemn affirmation of office for elected or appointed officials;

AND WHEREAS the District of Ucluelet Council wishes to establish an oath or solemn affirmation of office for elected or appointed officials;

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

Title

- 1. This bylaw may be cited as "Oath of Office Bylaw No. 1178, 2014".

Oath

- 2. Pursuant to Section 120 of the *Community Charter*, the oath or solemn affirmation of office for persons elected or appointed to office on District of Ucluelet Council is as shown in Schedule A attached to and forming part of this bylaw.

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.

CERTIFIED CORRECT; "Oath of Office Bylaw No. 1178, 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

DISTRICT OF UCLUELET

Schedule A to Bylaw No. 1178, 2014

OATH OF OFFICE

I, ...[name of person elected or appointed]..., do solemnly affirm that:

I am qualified to hold the office of ...[office]... for the District of Ucluelet to which I have been elected;

I have not, by myself or any other person, knowingly contravened the Election Act respecting vote buying or intimidation in relation to my election to the office;

I will faithfully perform the duties of my office, and will not allow any private interest to influence my conduct in public matters;

As required by the Community Charter, I will disclose any direct or indirect pecuniary interest I have in a matter and will not participate in the discussion of the matter and will not vote in respect of the matter;

And, in addition, I do solemnly pledge to:

- Act with integrity and good judgment for the well-being and interests of the community as a whole;
- Provide stewardship of public assets and to contribute to the development and evaluation of the District's policies and programs;
- Foster the economic, social, and environmental prosperity of the District of Ucluelet;
- Abide by the statutes, bylaws, and policies that govern the District and promote transparency, accountability, and responsible leadership; and
- Further the District of Ucluelet as a livable, healthy, and well-managed community through good governance and visionary leadership.