

# AGENDA

## *REGULAR MEETING OF COUNCIL*

**Tuesday, December 9, 2014**

**7:30 p.m.**

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

**Council Members:**

Mayor Dianne St. Jacques

Councillor Sally Mole

Councillor Randy Oliwa

Councillor Marilyn McEwen

Councillor Mayco Noel



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## AGENDA FOR THE REGULAR MEETING OF COUNCIL

December 09, 2014 at 7:30 pm  
George Fraser Room, Ucluelet Community Centre  
500 Matterson Drive, Ucluelet, BC

	<b>1.</b>	<b>CALL TO ORDER:</b>	
	<b>2.</b>	<b>ADOPTION OF MINUTES:</b>	
Pg.7		MIN-1	November 25, 2014 Harbour Authority & Regular Council Minutes
Pg.17		MIN-2	December 1, 2014 Inaugural Minutes
	<b>3.</b>	<b>PUBLIC INPUT, DELEGATIONS &amp; PETITIONS:</b>	None
	<b>4.</b>	<b>CORRESPONDENCE:</b>	
Pg.19	C-1	<b>December 11th, 2014 as ‘A Day for Our Common Future’ Proclamation</b> Vancouver Island and Coast Conservation Society	
Pg.23	C-2	<b>Mutual protection of bears and people at Thornton Creek Hatchery</b> Joanne Jonas-McRae, Nanaimo Resident	
	<b>5.</b>	<b>INFORMATION ITEMS:</b>	
Pg.25	I-1	<b>2015 Local Government Leadership Academy’s Elected Officials Seminars</b> Local Government Leadership Academy	
Pg.29	I-2	<b>“Protecting your community’s coastal assets: Local leadership in marine planning” Report</b> David Suzuki Foundation	
Pg.37	I-3	<b>UBCM Follow up on Logging and Impact from Supreme Court decision on <i>Tsilhqot’in Nation v. British Columbia</i></b> Minister Rustad, Ministry of Aboriginal Relations & Reconciliation	
Pg.39	I-4	<b>UBCM Follow up on combining RCMP, Fire Department, and Ambulance Stations into one Location</b> Provincial Health Services Authority & BC Emergency Health Services	
Pg.41	I-5	<b>UBCM Follow up on tidal/wave energy in BC and the Coast Guard Station as a Spill Response Hub</b> Deputy Minister Dave Nikolejsin, Ministry of Energy and Mines	



11. PUBLIC QUESTION PERIOD:

12. ADJOURNMENT

13. RESOLVE INTO CLOSED SESSION

**Notice:**      *This meeting may be closed to the public only where items for consideration meet the requirements of Section 90 of the Community Charter.*

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**DISTRICT OF UCLUELET**

Minutes of the Harbour Authority & Regular Council Meeting  
held in the George Fraser Room, 500 Matterson Drive,  
Ucluelet, BC on November 25, 2014 at 7:30 pm

**COUNCIL PRESENT:**

Mayor Irving  
Councillor Lyons  
Councillor Mole  
Councillor Oliwa  
Councillor Corlazzoli

**STAFF PRESENT:**

Andrew Yeates, CAO  
Morgan Dossall, Recording Secretary

**CALL TO ORDER:**

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

**STATEMENT BY THE MAYOR:**

Mayor Irving congratulated and welcomed the three new Council-elect in the audience  
Mayor Irving thanked and expressed his pride in the current Council for their hard  
work and dedication in working with staff on all the projects accomplished and  
believes that they have left a good legacy for the new Council

**APPROVAL OF MINUTES:****ERRORS OR OMISSIONS:**

- ❖ MIN-1, Page 7: Remove “building sites for Biosphere Centre” and replace with “building sites for Multiplex Centre”; remove “sites near airport” and replace with “sites near golf course”; amend name under Westcoast Community Resources Society to read “Faye Clayton”

**MIN-1 October 28, 2014 Regular Council Minutes**

Moved by Councillor Lyons and seconded by Councillor Oliwa

**BE IT RESOLVED:** *THAT the October 28, 2014 Regular Council minutes be adopted as amended.*

**Carried.**

**BUSINESS OUT OF THE MINUTES:**

None

**PUBLIC INPUT, DELEGATIONS & PETITIONS:**

None

**CORRESPONDENCE ITEMS:**

**C-1 Continuation Requirements for Municipal and Regional District Tax Program**  
Paul Flanagan, Executive Director, Ministry of Finance

Moved by Councillor Corlazzoli and seconded by Councillor Lyons

**BE IT RESOLVED:** *THAT Council receive correspondence item C-1 for information.*

Carried.

**C-2 Adoption Awareness Month**

Hon. Stephanie Cadieux, Minister of Children and Family Development

Moved by Councillor Lyons and seconded by Councillor Corlazzoli

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

Carried.

Moved by Councillor Lyons and seconded by Councillor Mole

**BE IT RESOLVED:** *THAT Council declare November as Adoption Awareness Month in Ucluelet to help raise awareness of adoption.*

Carried.

**C-3 Municipal Spending Watch Report and Property Tax Gap Report**

Richard Truscott, Director of Provincial Affairs, Canadian Federation of Independent Business

Moved by Councillor Mole and seconded by Councillor Lyons

**BE IT RESOLVED:** *THAT Council receive correspondence item C-3 for discussion.*

Carried.

**C-4 Request to Relocate Crosswalk and Post 'No Parking' Signs at Ucluelet Elementary School**

Roger Gudbranson, Resident

Moved by Councillor Corlazzoli and seconded by Councillor Oliwa

**BE IT RESOLVED:** *THAT Council receive correspondence item C-4 for discussion.*

Carried.

Moved by Councillor Corlazzoli and seconded by Councillor Oliwa

**BE IT RESOLVED:** *THAT Council direct staff to bring recommendations back to Council outlining options to prevent parking in the area adjacent to the Elementary School crosswalk.*

Carried.

**INFORMATION ITEMS:**

Moved by Councillor Mole and seconded by Councillor Lyons

**BE IT RESOLVED:** *THAT Council receive information items I-1 through I-15.*

Carried.

**I-1 Update on High-speed Internet to the District of Ucluelet**

Hon. Andrew Wilkinson, Minister of Technology, Innovation and Citizens' Services

- I-2 UBCM Follow up on Recovery Planning and RCMP Staffing**  
Hon. Suzanne Anton, Minister of Justice
- I-3 UBCM Follow up on Agrifoods**  
Hon. Norm Letnick, Minister of Agriculture
- I-4 UBCM Follow up**  
Hon. Mary Polak, Minister of Environment
- I-5 UBCM Follow up on First Nations Legislation, Clayoquot Biosphere Board Participation, and Marine Planning Partnership for the North Pacific Coast.**  
Anthony Danks, Executive Director, Ministry of Environment
- I-6 UBCM Follow up on West Coast Health Network and Helipad Transport Canada Regulation**  
Hon. Terry Lake, Minister of Health
- I-7 Phase Two of Lost Shoe Creek Off-Channel Project**  
Johnathan Tillie, Operations Manager, Ministry of Transportation
- I-8 Coho Allocation in the Area G Troll Fishery**  
Susan Farlinger, Regional Director General - Pacific Region, Fisheries and Oceans Canada
- I-9 Deer in Ucluelet**  
David White, Resident
- I-10 Teamsters Canada Ad Campaign for Rail Safety**  
Robert Bouvier, President, Teamsters Canada
- I-11 West Coast Multiplex Memorandum of Understanding**  
Cindy Solda, Alberni-Clayoquot Regional District
- I-12 Tofino Complex Care Facility Drawing**  
Derek Appleton, Chair of Building Committee, Westcoast Native Health Care Society
- I-13 Construction Monitor Newsletter on Trans Mountain Oil Pipeline Expansion**  
Philip Hochstein, President, Independent Contractors & Businesses Association of British Columbia
- I-14 Liquor Licensing Target Timelines**  
Douglas Scott, Assistant Deputy Minister/General Manager, B.C. Liquor Control & Licensing Branch
- I-15 AVICC Information Package**  
Iris Hesketh-Boles, Association of Vancouver Island Coastal Communities

Moved by Councillor Lyons and seconded by Councillor Mole

**BE IT RESOLVED:** *THAT Council write a letter to Johnathan Tillie, Ministry of Transportation, to thank him for the commitment to the salmon enhancement in support of the Westcoast Forest Society.*

**Carried.**

Moved by Councillor Mole and seconded by Councillor Oliwa

**BE IT RESOLVED:** *THAT Council forward information item I-6, "UBCM Follow up on West Coast Health Network and Helipad Transport Canada Regulation", to Alberni-Clayoquot Health Network board members Marcie DeWitt and Rebecca Hurwitz for their comment;*

*AND THAT Council also forward the above information item to Island Health medical officer, Dr. Paul Hasselback.*

**Carried.**

Moved by Councillor Mole and seconded by Councillor Corlazzoli

**BE IT RESOLVED:** *THAT Council contact the conservation officer in Port Alberni to set up a meeting in early 2015 to discuss points of concern in the community including the deer population in Ucluelet, and to invite the Fish & Game organization and the public to attend.*

**Carried.**

**REPORTS:**

**R-1 Expenditure Voucher G-18/14**  
Jeanette O'Connor, CFO

Moved by Councillor Corlazzoli and seconded by Councillor Lyons

**BE IT RESOLVED:** *THAT Council approve report R-1, Expenditure Voucher G-18/14.*

**Carried.**

**R-2 Waiving of Fees for Facility Use Policy**  
Abby Fortune, Director of Parks & Recreation

Moved by Councillor Lyons and seconded by Councillor Mole

**BE IT RESOLVED:** *THAT Council receive report R-2, "Waiving of Fees for Facility Use Policy" for discussion.*

**Carried.**

Moved by Councillor Corlazzoli and seconded by Councillor Lyons

**BE IT RESOLVED:** *THAT Council refer report R-2, "Waiving of Fees for Facility Use Policy", back to staff to revise as per the recommendations provided by Council.*

**Carried.**

**R-3 Follow-up Report on Matterson Road Delineators**  
Warren Cannon, Superintendent of Public Works

Moved by Councillor Mole and seconded by Councillor Lyons

**BE IT RESOLVED:** *THAT Council approve the recommendations of report R-3, "Follow-up Report on Matterson Road Delineators", which state:*

- 1. THAT Council receive this report for information*
- 2. THAT Council direct staff to pursue installation of delineators and discs on Matterson Drive.*

**Carried.**

- ❖ Mayor Irving requested that the delineators be installed a week ahead of the discs in order to allow time to consider the visual impact of the delineators along the road in case changes or adjustments are required

**LEGISLATION:**

**L-1 Fourth Reading of Bylaw No. 1178, 2014 – Oath of Office**

Andrew Yeates, CAO

Moved by Councillor Mole and seconded by Councillor Oliwa

**BE IT RESOLVED:** *THAT Council give Fourth Reading and Adoption to Oath of Office Bylaw No. 1178, 2014.*

**Carried.**

**COM-1 COMMITTEE REPORTS:**

***Councillor Dario Corlazzoli***

No meetings to report

***Councillor Geoff Lyons***

- **Ucluelet & Area Historical Society**

Society met recently and will be sending letter to Council to ask for direction on where they can find accommodation; first choice is District Office, if there is room; second choice is Coast Guard house; third is a site the Society may rent if the District is unable to provide a space

***Councillor Sally Mole***

- **Ucluelet & Area Childcare Society**

Met November 18, 2014

Society has new board and has undergone some staffing changes; they are currently struggling financially, but have already done some fundraising and are looking into ways to reduce costs

- **Harbour Advisory Commission**

Met November 13, 2014; will present three sets of minutes with recommendations in this agenda

***Councillor Randy Oliwa***

No meetings to report

***Mayor Bill Irving***

No meetings to report

Moved by Councillor Lyons and seconded by Councillor Corlazzoli

**BE IT RESOLVED:** *THAT Council receive all committee reports.*

**Carried.**

COM-2 HARBOUR ADVISORY COMMISSION:

- **June 5, 2014 Adopted Minutes**

Moved by Councillor Corlazzoli and seconded by Councillor Mole

**BE IT RESOLVED:** *THAT Council receive the June 5, 2014 adopted Harbour Advisory Commission minutes for information.*

**Carried.**

Moved by Councillor Mole and seconded by Councillor Corlazzoli

**BE IT RESOLVED:** *THAT the Harbour Authority proceed with the dredging application process for the inner and outer basin as soon as possible.*

**Carried.**

Moved by Councillor Mole and seconded by Councillor Oliwa

**BE IT RESOLVED:** *THAT the Harbour Authority forward the expansion options for consideration to an engineering consultant.*

**Carried.**

Moved by Councillor Mole and seconded by Councillor Lyons

**BE IT RESOLVED:** *THAT the Harbour Authority ensure that the new phase of the Pat Leslie boat ramp is properly engineered to ensure the proper grade.*

**Carried.**

Moved by Councillor Mole and seconded by Councillor Oliwa

**BE IT RESOLVED:** *THAT the Harbour Authority make the fees charged to off-load at the Whiskey Dock as much or more than the fish plants charge and that methods to control access to the dock during off hours are considered.*

**Carried.**

Moved by Councillor Mole and seconded by Councillor Corlazzoli

**BE IT RESOLVED:** *THAT the Harbour Authority circulate plans for marine spill response to waterfront businesses and waterfront residents, and that the plans also be posted at all public wharves.*

**Carried.**

- **September 4, 2014 Adopted Minutes**

Moved by Councillor Corlazzoli and seconded by Councillor Lyons

**BE IT RESOLVED:** *THAT Council receive the September 4, 2014 adopted Harbour Advisory Commission minutes for information.*

**Carried.**

Moved by Councillor Mole and seconded by Councillor Lyons

**BE IT RESOLVED:** *THAT the Harbour Authority send a letter to Ms. Katie Rattan and Mr. Vahid Kahnamelli requesting information they indicated that they could provide to the Commission as discussed at the August 18, 2014 presentation: results of sounding survey, pertinent data on file (wind waves study), breakwater options, and core sampling figures for dredging.*

Carried.

Moved by Councillor Mole and seconded by Councillor Oliwa

**BE IT RESOLVED:** *THAT the Harbour Authority make the Harbour Commission proposal for an outer basin improvement a formal request to Small Craft Harbour.*

Carried.

Moved by Councillor Mole and seconded by Councillor Corlazzoli

**BE IT RESOLVED:** *THAT the Harbour Authority send a request to Ms. Rattan that a survey of lot lines be undertaken at the inner and outer basin.*

Carried.

Moved by Councillor Mole and seconded by Councillor Lyons

**BE IT RESOLVED:** *THAT the Harbour Authority schedule a public information session for concerned citizens regarding the Harbour Commission's basin project proposal.*

Carried.

Moved by Councillor Mole and seconded by Councillor Oliwa

**BE IT RESOLVED:** *THAT the Harbour Authority send an information letter to Ms. Katie Rattan, clarifying that the noise problems from boats is not occurring at 52 steps, but at the inner and outer basin, and to recommend monies available be spent on a power upgrade to better serve the larger vessels at these locations.*

Carried.

Moved by Councillor Mole and seconded by Councillor Lyons

**BE IT RESOLVED:** *THAT the Harbour Authority move the vessel "May Queen" from 52 steps and ensure the power cords are removed from the dock.*

Carried.

- **November 13, 2014 Draft Minutes**

Moved by Councillor Corlazzoli and seconded by Councillor Lyons

**BE IT RESOLVED:** *THAT Council receive the November 13, 2014 draft Harbour Advisory Commission minutes for information.*

Carried.

Moved by Councillor Mole and seconded by Councillor Oliwa

**BE IT RESOLVED:** *THAT Council refer the HAC motion regarding communication and updating between the Harbour Authority and Harbour Advisory Commission back to the next meeting of the HAC for clarification and discussion with the Council liaison.*

**Carried.**

Moved by Councillor Mole and seconded by Councillor Oliwa

**BE IT RESOLVED:** *THAT Council provide a status report to the Harbour Advisory Commission regarding actions on the motions of the September 4, 2014 HAC meeting.*

**Carried.**

Moved by Councillor Mole and seconded by Councillor Corlazzoli

**BE IT RESOLVED:** *THAT Council advertise for new Harbour Advisory Commissioners as necessary.*

**Carried.**

Moved by Councillor Mole and seconded by Councillor Oliwa

**BE IT RESOLVED:** *THAT Council consider the June Harbour Advisory Commission motion regarding the harbour response plan.*

**Carried.**

Moved by Councillor Mole and seconded by Councillor Corlazzoli

**BE IT RESOLVED:** *THAT Council provide the Harbour Advisory Commission with an annual report of the revenues and expenditures for each of the Small Craft Harbour facilities.*

**Carried.**

- Councillor Mole noted that the Harbour Advisory Commission's request to review the Float House lease prior to its renewal has been addressed in previous minutes

**LATE ITEMS:**

None

**NEW BUSINESS**

Moved by Councillor Oliwa and seconded by Councillor Mole

**BE IT RESOLVED:** *THAT Council write a letter to new school superintendent Greg Smith to congratulate him on his appointment and invite him with his new trustees to meet with Council in Ucluelet in the early spring of 2015.*

**Carried.**

- **Ucluelet Volunteer Fire Brigade**

Clr. Oliwa and CAO Yeates attended farewell event with fire brigade for volunteer firefighter Peter Larkin who will be relocating to begin RCMP training

Moved by Councillor Oliwa and seconded by Councillor Mole

**BE IT RESOLVED:** *THAT Council write a letter to Peter Larkin thanking him for his service to the community as a volunteer firefighter.*

**Carried.**

- Council Transition

Clr. Oliwa thanked the outgoing Mayor and council members for their service and conveyed his pleasure in working alongside them on Council

Clr. Lyons welcomed the new Mayor and council members and wished them luck for their term in office

- Helen Road Contaminated Material Clean-up

Moved by Councillor Lyons and seconded by Councillor Corlazzoli

**BE IT RESOLVED:** *THAT Council direct the Chief Administrative Officer to follow-up on a letter of first refusal that the District has on file with Imperial Oil to ensure the District is still recognized as such.*

**Carried.**

Clr. Lyons suggested to the new Council that they look at the Helen Road properties as a possible opportunity for parking

- Toquaht First Nations Project

Moved by Councillor Corlazzoli and seconded by Councillor Lyons

**BE IT RESOLVED:** *THAT Council write a letter of acknowledgement to Toquaht First Nation in regards to the information provided by them on the run-of-river project and that a presentation is to follow in the future.*

**Carried.**

- Council Transition

Clr. Corlazzoli congratulated and welcomed the new Council, wishing them luck and to have fun in the next four years

- Solid Waste Management

Clr. Mole noted that the Solid Waste Management meeting will be taking place at the community centre on December 4 at 10:30am; the meeting will deal with cardboard recycling, especially from businesses; suggest member of council attend same meeting in Tofino as Mayor Osborne will discuss composting

- Community Updates

Clr. Mole noted that Midnight Madness is happening November 28

Clr. Mole noted that the Christmas Craft Fair is happening November 30 from 11-3 at the community centre; will be able to have pet photo with Santa

Clr. Mole noted that the Aquarium release party is December 6

Clr. Mole congratulated the secondary school boys' volleyball team who made it to provincials

Clr. Oliwa noted that the Chamber of Commerce AGM is November 26 at 6:30pm at Black Rock Resort; Tourism Tofino are one of the speakers

**PUBLIC QUESTION PERIOD**

Council received questions and comments from the public re:

- Thank-you to outgoing Mayor and council for their support of the Wild Pacific Trail Society, with special recognition to Councillor Corlazzoli who has worked over 12 years with them (Clr. Corlazzoli was gifted with a photographic booklet from Barbara Schramm on behalf of the WPT society for his service)
- Council transition and how that will affect current items in-process
- Thank-you to Councillor Lyons for his work with the Historical Society
- General commendations and gratitude to outgoing Mayor and council for their years of dedication and professionalism

**ADJOURNMENT:**

Mayor Irving suspended the harbour authority and regular council meeting at 8:50 pm and moved in-camera under section 90(1), subsections (l) and (i), of the *Community Charter*.

Mayor Irving adjourned the in-camera meeting at 8:53 pm and resumed the open meeting at 9:20 pm.

Mayor Irving adjourned the harbour authority and regular council meeting at 9:22 pm.

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

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Bill Irving  
Mayor

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Andrew Yeates  
CAO



**3. INAUGURAL ADDRESS:**

Mayor St. Jacques delivered her inaugural address highlighting the historical attributes of the Council and the vision for the future.

**4. ADJOURNMENT:**

Mayor St. Jacques adjourned the inaugural council meeting at 7:40 pm

**CERTIFIED CORRECT:** Minutes of the Inaugural Council Meeting held on Monday, December 1, 2014 at 7:30 pm in the George Fraser Community Room, 500 Matterson Road, Ucluelet, BC.

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Dianne St. Jacques  
Mayor

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Andrew Yeates  
Chief Administrative Officer

**DRAFT**

**Subject:** Request to Proclaim 'A Day For Our Common Future' - December 11th, 2014  
**Attachments:** Proclamation rqst to Local Gov'ts, VICCS, n24'14.doc; Proclamation rqst to Senior Gov'ts, VICCS, n24'14.pdf; Proclamation, A Day For Our Common Future, VICCS, Dec 11'14.pdf

**From:** Thistle [<mailto:Thistle@shaw.ca>]  
**Sent:** November-24-14 4:31 PM  
**To:** Thistle  
**Subject:** Request to Proclaim 'A Day For Our Common Future' - December 11th, 2014

## VANCOUVER ISLAND AND COAST CONSERVATION SOCIETY

To: Local and Regional Governments, British Columbia  
c.c.: BC Members of the Legislative Assembly  
Members of Parliament across Canada

Re: Request to Proclaim 'A Day For Our Common Future' - December 11th, 2014

November 24/14

Dear Mayor & Council, and Regional Directors,  
As you begin your new term of office following our local elections in BC we would like to wish you the very best, and hope we will be able to lend support in the years ahead.

With this in mind we have attached a copy of a Proclamation we would like you to support and declare. This Proclamation was acclaimed in 2012 by the City of Nanaimo, and in 2013 by a dozen cities and communities on Vancouver Island.

We are asking that you declare December 11th 2014 as 'A Day For Our Common Future', to recognize the anniversary of 'Our Common Future' having been received by the United Nations in 1987. Prepared by the World Commission on Environment and Development this report prompted nations around the world to begin working together for sustainable development.

Our country's 150th birthday will again offer us an opportunity to celebrate Canada's leadership in environment and economic solutions, as well as to recognize December 11 2017 as the 30th anniversary of the Brundtland report. With the recent G20 Summit raising concerns about climate change we believe there will then be many good reasons for local and senior levels of government to consider practical, positive steps that contribute to sustainable development.

In preparing for 2017 we are therefore also reaching out to our provincial and federal leaders, expecting all Canadians will be looking to our common future and what we might achieve by working together. Your support by declaring the attached Proclamation for December 11th 2014 would be very welcome ...as would any suggestions you might have.

Our sincere thanks for your consideration

cheers,  
Laurie Gourlay  
President, VICCS

*Vancouver Island and Coast Conservation Society*  
P.O. Box 333, Cedar, B.C., V9X 1W1, (250 722-3444), <[www.viccs.vcn.ca](http://www.viccs.vcn.ca)>

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"All would be better off if each person took into account the effect of his or her acts upon others."  
World Commission on Environment & Development  
~~~ Our Common Future, 1987 ~~~  
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To: BC Members of the Legislative Assembly  
Members of Parliament across Canada

Re: Request to Proclaim 'A Day For Our Common Future'  
- December 11th, 2014

November 24, 2014

Dear BC MLAs, and MPs across Canada,

Please find attached a Proclamation, and a request to local BC governments, to recognize December 11th as 'A Day For Our Common Future.' This is the date that the UN formally received the World Commission on Environment and Development report in 1987.

With climate change, resource and environmental challenges becoming increasingly apparent we believe it is time to re-visit our nation's aspirations, and take a 21st Century look at the practical goals that sustainable development offer.

We would then like to invite your consideration and support in declaring 'A Day For Our Common Future' across the country in the years ahead. Senior levels of government could do much to further education and interest in sustainable development, as well as economic and environmental cooperation.

We believe this Declaration reflects the interests of Canadians from all walks of life, and have been very pleased with the increasing support expressed over the past two years. Personally, having recommended a 'sustainable community development' approach to the Brundtland Commission in Ottawa in 1985, I believe our country will find both rewards and a renewed sense of optimism in working together for these shared goals.

As we look forward to 2017 we expect to see many ways that Canadians can celebrate our nation's 150th birthday of Confederation. It would say much to the world, and to Canada's vision as a community of communities, if we also chose to recognize the 30th anniversary of 'Our Common Future' on December 11th 2017.

Please don't hesitate to be in touch if we can assist.

Best wishes,



Laurie Gourlay  
President, VICCS

*Vancouver Island & Coast Conservation Society, Box 333, Cedar BC, V9X 1W1; <[www.viccs.vcn.ca](http://www.viccs.vcn.ca)>*

VANCOUVER ISLAND AND  
COAST CONSERVATION SOCIETY

**‘A DAY FOR OUR COMMON FUTURE’**

**DECEMBER 11TH, 2014**

**PROCLAMATION**



*WHEREAS: our long-term economic, social, ecological and cultural goals form the four pillars of sustainable development,*

*WHEREAS: the UN General Assembly formally adopted the tenets of sustainable development on December 11<sup>th</sup> 1987 when Norwegian Prime Minister Gro Harlem Brundtland presented the report, ‘Our Common Future’, on behalf of the World Commission on Environment and Development,*

*WHEREAS: sustainable development is defined as, "Development that meets the needs of the present without compromising the ability of future generations to meet their own needs",*

*WHEREAS: Canada played a critical role in fostering and writing Our Common Future,*

*WHEREAS: recent reports warn that adverse effects of climate change are likely to undermine sustainable, and all development efforts and goals - recommending increased support for adaptation, mitigation, inclusive green growth and climate-smart development,*

*WHEREAS: communities are most able to meet their needs by practicing sustainable development which incorporates a resilient resource base with a secure, long-term food and water supply,*

*WHEREAS: efforts to protect our lands and waters include measures for conservation, biodiversity, habitat and watershed protection that integrate renewable resource, climate-adaptive and sustainable development initiatives,*

*WHEREAS: a healthy approach to sustainable development will find ways to bring a balanced growth that meets economic, social, environmental and cultural goals for everyone's benefit,*

*& WHEREAS: residents, businesses, governments and communities have opportunity to implement recommendations that balance our society's needs, and nature’s needs, while furthering global goals for sustainable development.*

*NOW THEREFORE, ....., hereby proclaims December 11th 2014, to be known as:*

**“A DAY FOR OUR COMMON FUTURE”**

\_\_\_\_\_  
Dated

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**Subject:** attn of Mayor and Council,, re Black Bears at Thornton Fish Hatchery, possible solutions

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

From: Joanne [<mailto:kitano@shaw.ca>]

Sent: November-23-14 8:24 AM

To: Info Ucluelet

Subject: attn of Mayor and Council,, re Black Bears at Thornton Fish Hatchery, possible solutions

To Mayor and Council of Ucluelet,

I am writing to you because of my concern about the situation at the Thornton Fish Hatchery with the bear that was shot and the inappropriate people there. I live in Nanaimo and for the last 8 or so years I have been coming to Ucluelet to watch and photograph the black bears at the Thornton Fish Hatchery. My background is Photography and Biology and I am well read on Black Bear behaviour. I have witnessed inappropriate behaviour on most of our trips there with people coming to close for the perfect shot or doing otherwise with dogs and food. This past October a man was walking his small dog on the boardwalk and i went up to him and told him it was not allowed and he took his dog off. I realize people are generally uneducated about bears especially tourists from other places who dont realize that bears get shot when people interfere with them. While there i photographed and watched the young 3 year old male cub on the boardwalk approaching the area where the Hatchery people were throwing large salmon into the stream. This bear was bold as he was young and the hatchery people told us likely the following year when he hit 4 he would not be as bold around people. He was watching the salmon being thrown in and saw that the hatchery guys were doing it and kept trying to approach and they would scare him off.

Here are my thoughts on a solution so that people like myself who respect the bears and want to see them, can continue to do so, while the bears continue to be protected during an important feeding time, and do not interfere with stupid and inappropriate people. I propose that a conservation officer or trained volunteers or parks canada people, whichever is the least expensive or most plausible, be at the hatchery during the month of October while the bears are feeding, during the daylight hours, perhaps one person,, monitoring people and the bears, along with signage saying something like,,, Bears live here, no food, dogs, approaching bears, when bears on the boardwalk walk quickly to your cars,,etc or you will be asked to leave ,,,, at the front of the trail. If people do not obey the monitor and signage they are removed from the area. The signage would back up the monitor being allowed to basically kick people out for poor inappropriate behaviour. Also if it mentionned that bears get shot when people interfere with normal black bear behaviour with details about why etc... it would explain to those who have no idea.

I am sure there are many students in Biology programs etc who could also fill some of these positions. There is a whole year ahead of us to be able to have this in place for the following year. Closing the trail will just enable people who really want to be there to sneak in, which would not be of benefit to the bears or themselves. There are people who travel from all over the world and Canada, every single year, some staying in Ucluelet for a month just to see and photograph these bears, bringing lots of tourist dollars at a quiet time of year.

Sincerely, Joanne Jonas-McRae, Nanaimo, BC. 250 729 0831

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**From:** newsletter@civicinfo.bc.ca  
**Sent:** Friday, November 28, 2014 10:50 AM  
**To:** newsletter@civicinfo.bc.ca  
**Subject:** CivicInfo BC - Training and Professional Development - November 28, 2014.

**Follow Up Flag:** REGISTRATION NOW OPEN! 2015 LOCAL GOVERNMENT LEADERSHIP ACADEMY ELECTED OFFICIALS SEMINARS

**Due By:** Tuesday, December 02, 2014 8:00 AM  
**Flag Status:** Flagged

Can't read this e-mail? [click here](#) to view it online.



Friday November 28, 2014

## Upcoming Events

### 1. REGISTRATION NOW OPEN! 2015 LOCAL GOVERNMENT LEADERSHIP ACADEMY ELECTED OFFICIALS SEMINARS

Registration for the 2015 Local Government Leadership Academy (LGLA) Elected Officials Seminars (EOS) for newly elected and returning elected officials is now open. Eight seminars will be held in January and February 2015 – for small and large communities, electoral areas and in each of the five main regions of the province.

LGLA's EOS events are very highly-rated among past participants. They are an invaluable introduction to local governance for newly elected officials and a perfect opportunity for returning elected officials to reconnect, recharge, and get ready for another term in office.

Delegates to the 2015 EOS will attend plenary sessions together, as well as sessions specifically tailored to newly elected and returning elected officials. Programming will cover roles and responsibilities, meeting procedures, local government law, citizen engagement, communications and media relations, community planning, municipalities and regional districts, local government financial management, and more.

Registration is now open and our hotels are taking reservations. Don't delay – space is limited! Visit <http://lgla.ca/events/2015-eos/> to book your spot today!

Check out our [Program at a Glance](#) for a sample itinerary and session descriptions and our [2015 EOS Overview](#) for a one-page summary of the seminars.

#### Seminar dates and locations are as follows:

Small Communities (<10,000): January 13-15, Richmond  
 Large Communities (>10,000): January 14-16, Richmond  
 Electoral Areas: January 19-21, Richmond  
 SILGA Communities: January 20-22, Kelowna

## Join Us



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 780-960-3637 (tel)  
 780-962-5899 (fax)

*Canada's Leading Municipal Governance Consultant*

AVICC Communities #1: January 27-29, Parksville  
 AVICC Communities #2: January 28-30, Parksville  
 NCLGA Communities: February 4-6, Prince George  
 AKBLG Communities: February 18-20, Kimberley

Follow our announcements on Twitter at @LGLA\_Leads and check the LGLA website regularly for updates.

### Unsubscribe

If you no longer wish to receive this email [please unsubscribe](#).

*From the LGLA website, as of December 4, 2014:*

## 2015 Elected Officials Seminar Series

### Join us for the 2015 Elected Officials Seminar (EOS) Series

Registration is now open for the Local Government Leadership Academy's 2015 EOS and contracted hotels are taking LGLA bookings. Seminar dates and locations are noted below. Click on the REGISTRATION link for your seminar of choice and the corresponding HOTEL RESERVATIONS link to book your room at the special LGLA rate. Seminar registration is **\$285+GST**.

View/download our **2015 EOS Overview** for a one-page summary of the upcoming seminars and information on the LGLA. Check out our **Program at a Glance** for a general itinerary and session descriptions, and click on the AGENDA links below for specific event agendas and confirmed speakers. (Agendas are current to November 13 and will be updated as session topics are finalized and additional speakers and panelists are confirmed.)

Please contact [emorrison@lgl.ca](mailto:emorrison@lgl.ca) with any questions. We hope to see you there!

#### EVENTS LIST:

- **Small Communities (<10,000)\*** – Jan. 13-15, Richmond (Radisson Hotel Vancouver Airport)
  - AGENDA
  - REGISTRATION
  - HOTEL RESERVATIONS
- **Large Urban Communities (>10,000)** – Jan. 14-16, Richmond (Radisson Hotel Vancouver Airport)
  - AGENDA
  - REGISTRATION
  - HOTEL RESERVATIONS
- **Electoral Areas** – Jan. 19-21, Richmond (Radisson Hotel Vancouver Airport)
  - AGENDA
  - REGISTRATION
  - HOTEL RESERVATIONS
- **SILGA Communities** – Jan. 20-22, Kelowna (Delta Grand Okanagan Resort and Conference Centre)
  - AGENDA
  - REGISTRATION
  - HOTEL RESERVATIONS
- **AVICC Communities #1\*\*** – Jan. 27-29 (Tigh-Na-Mara Seaside Spa Resort and Conference Centre)
  - AGENDA
  - REGISTRATION
  - HOTEL RESERVATIONS
- **AVICC Communities #2\*\*** – Jan. 28-30 (Tigh-Na-Mara Seaside Spa Resort and Conference Centre)
  - AGENDA
  - REGISTRATION – **FULL** (Please consider booking into AVICC #1 or Small Communities; or, if you are from a regional district, the Electoral Areas seminar instead.)
  - HOTEL RESERVATIONS
- **NCLGA Communities** – Feb. 4-6, Prince George (Coast Inn of the North)
  - AGENDA
  - REGISTRATION
  - HOTEL RESERVATIONS

- **AKBLG Communities** – Feb. 18-20, Kimberley (Kimberley Conference Centre, Trickle Creek Lodge and Mountain Spirit Resort)
  - AGENDA
  - REGISTRATION
  - HOTEL RESERVATIONS - Trickle Creek Lodge
  - HOTEL RESERVATIONS - Mountain Spirit Resort

*\*Delegates from small communities are welcome to attend either the small communities seminar in Richmond or the regional seminar for their area. Either is appropriate. Sessions at all the seminars are the same, but the small communities sessions will focus on the smaller community perspective, while the regional events will incorporate issues and perspectives appropriate to each region.*

*\*\*The two AVICC sessions are the same – two overlapping sessions are held in order to accommodate the number of registrants on the Island.*

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David Suzuki Foundation

Vancouver (Head Office)  
219-2211 West 4th Avenue  
Vancouver BC V6K 4S2  
604 732 4228

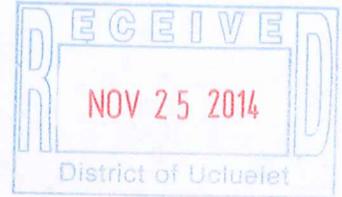
Toronto  
102-179 John Street  
Toronto ON M5T 1X4  
416 348 9885

Montréal  
540-50 rue Ste-Catherine Ouest  
Montréal QC H2X 3V4  
514 871 4932

18 November 2014

Dianne St. Jacques  
Mayor  
District of Ucluelet  
PO Box 999  
Ucluelet BC V0R 3A0

Filecode: 0400-20 DSF  
X-Ref:  
Forwarded to: Council, Andrew, Karla  
[X] Physical [X] Electronic



First and last pages omitted from agenda to save paper.

**Re:** Protecting your community's coastal assets: local leadership in marine planning

Dear Ms St. Jacques,

Please find enclosed *Protecting your community's coastal assets: Local leadership in marine planning*, the third in a series of reports from the David Suzuki Foundation, Living Oceans Society and World Wildlife Fund on marine planning and protection.

This report was designed to help local governments in B.C.'s coastal communities identify existing tools and opportunities available to help protect the marine environments and shorelines they love and depend on.

We encourage you to share and discuss this report with your colleagues to test the approaches and ideas within and to give us feedback on the content.

We also invite you and your colleagues to attend a free, one-hour online seminar on November 27 at 1pm to learn about and discuss common challenges in managing human activities in nearshore environments, and explore solutions with other local government representatives and environmental professionals.

To register, please contact Anu Rao, Senior Specialist-Marine Planning at [arao@davidsuzuki.org](mailto:arao@davidsuzuki.org)

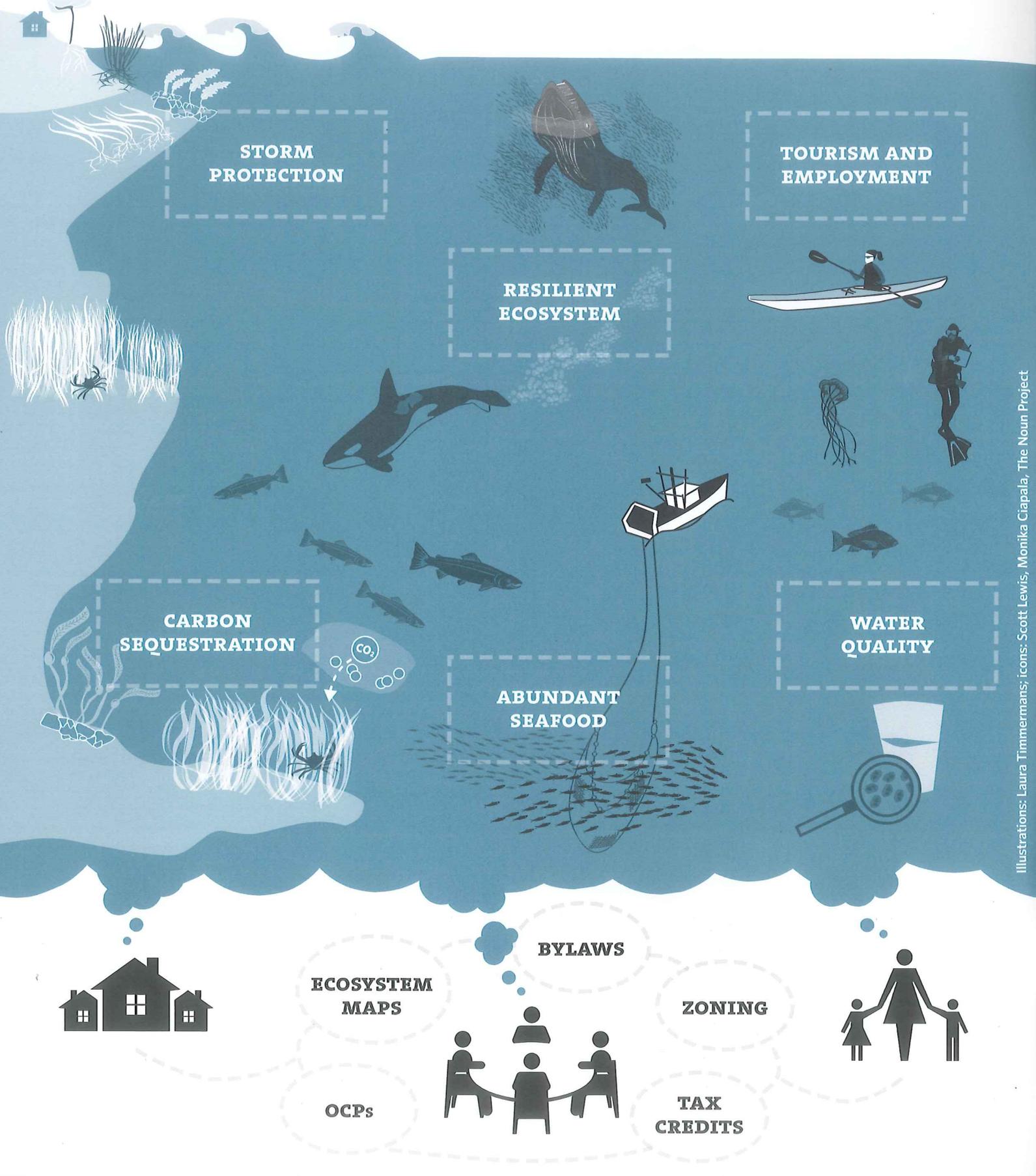
You can find *Protecting your community's coastal assets* online at:  
<http://www.davidsuzuki.org/LocalLeaders>

We look forward to your reply.

Sincerely,

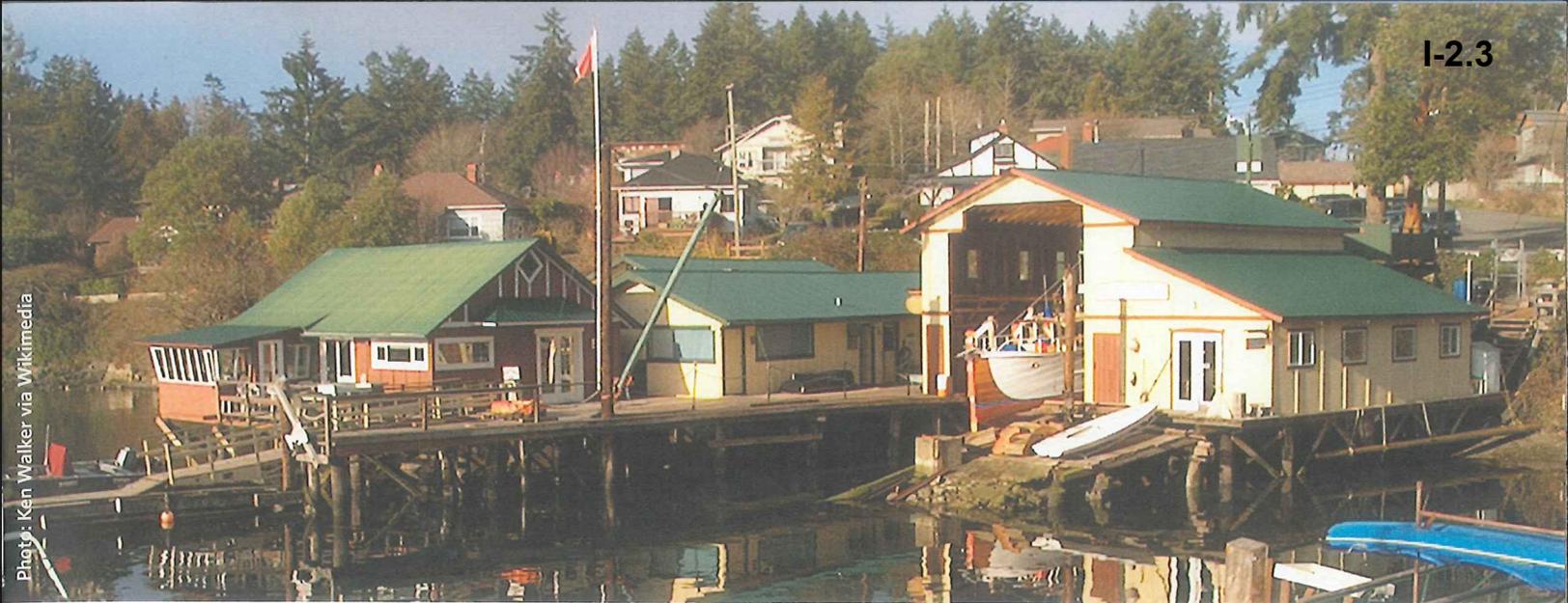
Jay Ritchlin  
Director General, Western Canada

encl.



Illustrations: Laura Timmermans; icons: Scott Lewis, Monika Ciapala, The Noun Project

**COASTAL COMMUNITIES BENEFIT WHEN LOCAL GOVERNMENTS MANAGE FOR BIODIVERSITY**

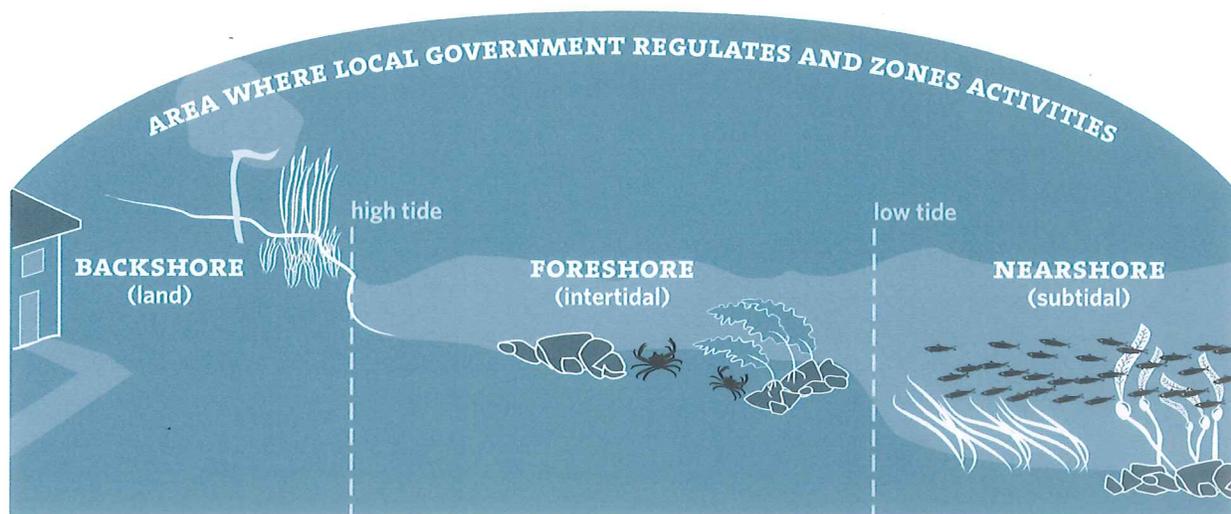


# SUMMARY

## LOCAL GOVERNMENTS ON B.C.'S COAST HAVE THE POWER TO PROTECT THE ECOSYSTEMS WE DEPEND ON.

British Columbia's coasts and oceans provide billions of dollars in economic benefits.

This report describes easily accessible resources local governments can use to maintain aquatic ecosystem value and productivity, including maps and tools to guide decisions and bylaws regarding management of activities on land, and in intertidal and sub-tidal zones.



According to the B.C. Community Charter and the Local Government Act, local governments can zone land and water surface in backshore, foreshore and nearshore areas within their boundaries.<sup>1031</sup>

# HERE ARE THE TOOLS YOU NEED TO PROTECT YOUR MARINE ASSETS

## Official community plans and zoning bylaws

OCPs and zoning bylaws provide a structure for decision-making about types and densities of human activities, and allow public participation and local control of land and nearshore marine areas. They can and should guide protection, restoration and enhancement of ecosystem integrity and biodiversity.

They can also identify environmentally sensitive areas and those suitable for development, include policies to minimize risk of hazards such as pollution, erosion and flooding, and outline programs to monitor ecosystem health.<sup>10</sup> A community's zoning bylaws should be consistent with the policies and objectives in its OCP.

## Stewardship guidelines

The Stewardship Centre of B.C. and the B.C. government provide these relevant resources:

- *Green Bylaws Toolkit for Conserving Sensitive Ecosystems and Green Infrastructure*<sup>9</sup>
- *Shoreline Structures Environmental Design*<sup>2</sup>

- *Coastal Shore Stewardship: A Guide for Planners, Builders and Developers*<sup>10</sup>
- The Green Shores program of planning and design for sustainable use of coastal ecosystems<sup>19</sup>
- *Sea Level Rise Adaptation Primer*<sup>3</sup>

## Maps and tools to help set priorities

**Sensitive Ecosystem Inventories** enable systematic identification of fragile and at-risk ecosystems and can inform land- and marine-use decisions. Methods to conduct SEIs are available, and maps have already been created for some parts of B.C.<sup>4</sup>

**Marine atlases** show areas of high conservation value, locations of marine resources and concentrations of human use. Examples are the *Marine Atlas of Pacific Canada* and its associated data sets<sup>5</sup>, the *Atlas of the Pacific North Coast Integrated Management Area*<sup>15</sup> and maps and tools from the Community Mapping Network.<sup>7</sup>

The District of Saanich (above) developed an *Environmentally Significant Areas Atlas* to improve their baseline knowledge.<sup>8</sup>



See reference 8 for download link.

The B.C. Ministry of Environment has developed a visual model ranking the **B.C. shoreline's sensitivity to sea level rise** in an easily accessible format that can help prioritize areas needing attention.<sup>6</sup>



# WHY DO LOCAL GOVERNMENTS NEED A PLAN TO PROTECT THEIR COAST?

Photo: Tima Neale via P



## Our decisions affect our health

What we do on land has an impact on the value of coastal and ocean ecosystems, which affects our individual and collective health and well-being.

For example, engineering streams into channels instead of letting them filter through natural systems reduces ground-water availability, increases erosion and prevents salmon spawning.<sup>10,21</sup> Removing coastal vegetation for development can lead to erosion and damage sensitive nearshore habitats, which support fisheries. As sea level rises and storm intensity increases with climate change, built defences won't protect costly development investments from damage as effectively as coastal plants and natural beaches.<sup>16</sup>

Coastal and nearshore areas support a wide range of human activities. Planning what happens where can help us protect what we value and prevent conflicts that could undermine important community relationships.

## Local government's increasing role in protecting the environment

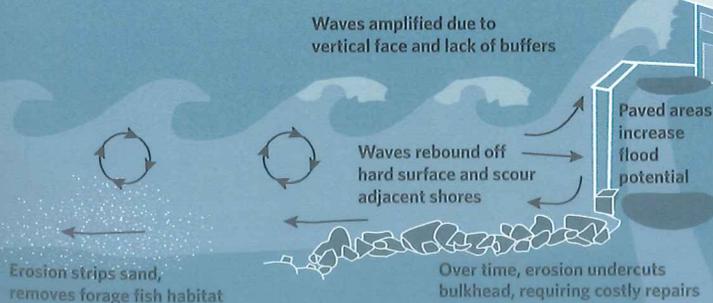
Recent changes to federal legislation mean development proposals may no longer have to undergo comprehensive environmental assessments and could proceed with only low-scrutiny screening. In addition, current regulations don't adequately consider their cumulative effects.

Community plans and initiatives can help ensure development decisions preserve the integrity of the ecosystems they depend on to thrive.

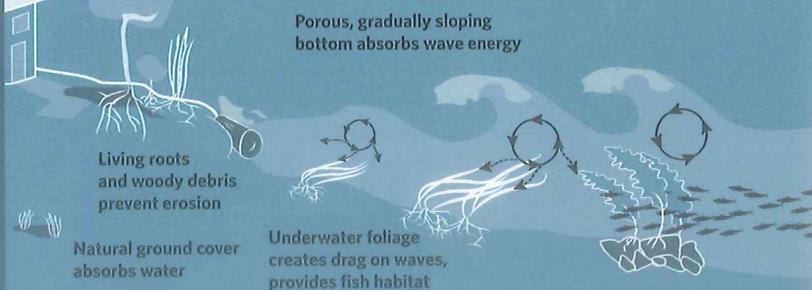
The South Cowichan OCP contains a section on marine shoreline management to prevent development impacts. The plan was developed through community visioning and consultation, guidance by a steering committee and efforts to ensure broad representation.<sup>20</sup>

*Infographic adapted from reference 16.*

### HARDENED SHORELINE



### SOFT SHORELINE WITH NATURAL BUFFERS





# B.C.'S COASTAL COMMUNITIES CAN HELP PROTECT OUR COASTAL WATERS

## Local governments have a huge opportunity

Local governments play a strong role in maintaining the integrity of our coastal and marine ecosystems.

According to the B.C. Community Charter and the Local Government Act, local governments can zone land and water surface in backshore, foreshore and nearshore areas within their boundaries.<sup>11</sup> Local governments can also protect ecosystems by creating bylaws regarding OCPs (and their components, such as development permit areas), regional growth and conservation strategies, rainwater management, impact assessments and tax exemptions for conservation.<sup>9</sup>

## The value of our ocean

Healthy coasts provide a multitude of community benefits, including:

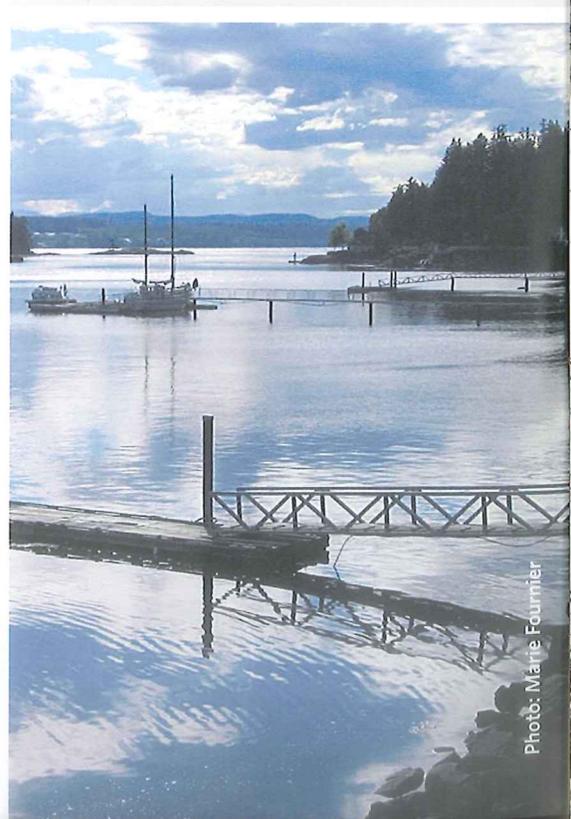
- Fish, shellfish and seaweed for food, medicine and sale
- Storm protection (extreme weather is predicted to increase in frequency and intensity with climate change)<sup>12,18</sup>
- Water purification, by metabolizing human and animal waste

- Cycling nutrients in the food web
- Carbon sequestration
- Habitat for a diversity of animals, including those we eat
- Places for recreation, learning and enjoyment with family and friends

Pacific North Coast marine activities contributed more than \$300 million to B.C.'s gross domestic product in 2005 — the "market value".<sup>17</sup> But the total economic value of ecosystems is not accurately captured in this market valuation. Most of the important values listed above are "non-market" goods and services that are not represented.

The economic benefit (total market and non-market value) of Pacific North Coast marine and coastal ecosystems was estimated to be \$92 billion annually.<sup>13</sup> Lower Mainland freshwater and marine ecosystems provide \$31 - \$61 billion in non-market benefits every year.<sup>14</sup>

Quadra Island's OCP integrates marine protection measures into many of its sections. The local government and community's investment in developing the OCP paid off — now it's showcased as a model of dispute resolution.<sup>1</sup>



# ACTIONS

- Develop OCPs and bylaws that protect coastal and marine ecosystems by using ecosystem maps and prioritization tools and linking with stewardship groups
- Engage with marine planning initiatives at provincial and federal levels to voice your community's protection priorities

We can help! Contact [pacific@davidsuzuki.org](mailto:pacific@davidsuzuki.org) to discuss how your community can develop a plan that will safeguard the resources you value.

## Local governments can set a positive example for all levels of government

### References

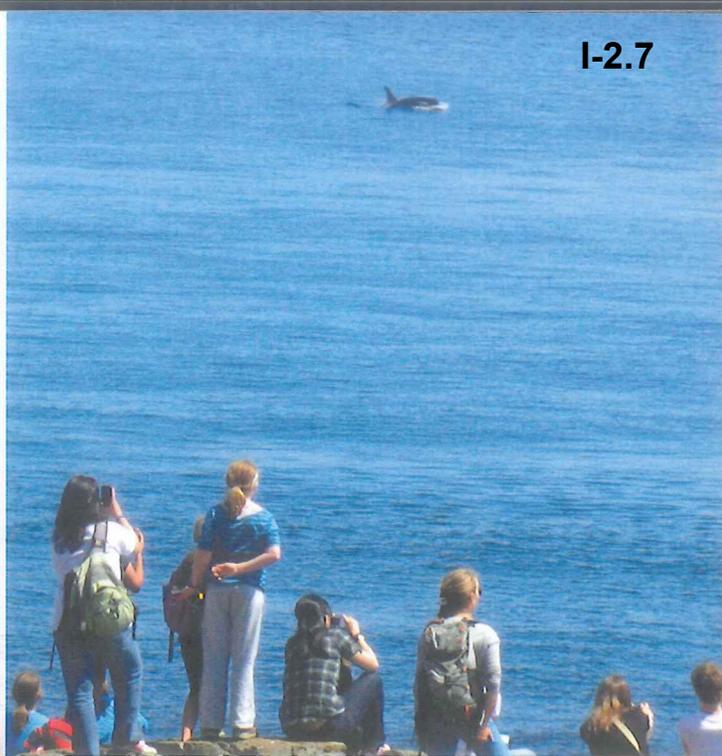
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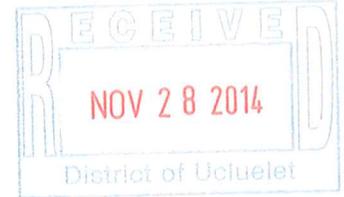
Citation: Rao, A.S. 2014. *Protecting your community's coastal assets: local leadership in marine planning.* David Suzuki Foundation, Living Oceans Society, WWF-Canada, Vancouver.

Report prepared by Anuradha Rao, David Suzuki Foundation, with contributions and guidance from Jim Abram, Strathcona Regional District; Karin Bodtker and Morag Carter, Living Oceans Society; Deborah Curran, University of Victoria Faculty of Law; Panos Grames and Gail Mainster, David Suzuki Foundation; and Nikki Wright, SeaChange Marine Conservation Society.

ISBN: 978-1-897375-76-1



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Ref. 35667  
NOV 14 2014

Filecode: 0A10-20 M6AR  
X-Ref:  
Forwarded to: Council, Andrew  
 Physical  Electronic

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

Dear Mayor Irving:

I am writing to express my appreciation to you and your colleagues for meeting with me at the Union of British Columbia Municipalities Convention on September 25, 2014.

During our discussion, you expressed concern about logging in a local park, specifically that the cut did not appear to be managed and that the access road appeared to be unsafe.

As committed, I shared your thoughts with my colleague, the Honourable Steve Thomson, Minister of Forests, Lands and Natural Resource Operations (FLNR). For further information, I would recommend that you follow up with Mary Bauto, Resource Manager, FLNR, at 250-731-3016.

You also had questions about the historic *Tsilhqot'in* Supreme Court decision and how it will impact local governments.

The Supreme Court of Canada decision, *Tsilhqot'in Nation v. British Columbia*, is a significant milestone that provides greater certainty regarding Aboriginal title and the Province's rights and responsibilities. The decision also supports the Province's commitment to pursue negotiated settlements with First Nations. Therefore, the Province is working with First Nations, the federal government and industry to determine the best approach forward together following the *Tsilhqot'in* decision.

.../2

We believe that existing relationships with First Nations will provide both provincial and local governments with a strong foundation as we move forward in partnership to explore how to implement the Supreme Court ruling and the historic opportunities that lay before us.

Again, thank you for your time at the convention.

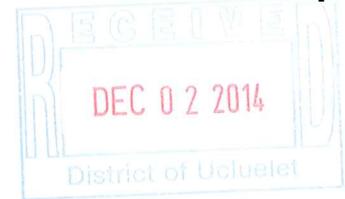
Sincerely,

A handwritten signature in black ink, appearing to read "John Rustad". The signature is fluid and cursive, with a large, sweeping flourish at the end.

John Rustad  
Minister

pc: Honourable Steve Thomson  
Minister of Forests, Lands and Natural Resource Operations

Mary Bauto  
Resource Manager  
Ministry of Forests, Lands and Natural Resource Operations



November 3, 2014

Filecode: 0410-20 BCEHS  
X-Ref:  
Forwarded to: Council, Andrew  
 Physical  Electronic

Cliff#: 1003846  
File#: 220-20/UBCM

His Worship Bill Irving  
District of Ucluelet  
P.O. Box 999  
Ucluelet, BC V0R 3A0

Dear Mayor Irving:

Thank you for taking the time to meet with myself and members of my executive team on Thursday, September 25 at the annual UBCM convention to discuss the concept of a combining the RCMP, fire department, and ambulance stations into one location.

BC Emergency Health Services (BCEHS) is responsible for the delivery, coordination and governance of patient-centred out-of-hospital emergency health services throughout BC through the *Emergency Health Services Act*. As we discussed last month, many changes have taken place at BCEHS over the past year, one of which occurred in April 2014, when a new senior leadership team was put into place with a mandate to improve ambulance service levels province-wide.

This new leadership team recognizes that a “one size fits all” approach does not serve the needs of patients in every community. We would like to assure you that we are committed to exploring innovative options for service delivery within a provincially coordinated framework, and remain open to possibilities as we work to determine how best to serve BC.

As discussed in our meeting, one of the options BCEHS is currently developing is an innovative patient care model called community paramedicine. Community paramedicine is a broad concept and can include many different program models, depending on the particular needs of a community. For example, paramedics might provide home support to seniors and others with specific health care needs, reducing the need for these patients to access a physician or the hospital.

The Ministry of Health has committed to an additional 80 full-time equivalent paramedic positions throughout the province over the next five years to help develop community paramedicine programs in rural communities across BC. BCEHS will be engaging with health authorities and other partners over the next few months to determine how community paramedicine may provide value and identify initial projects for roll out in the spring of 2015.

As mentioned in previous correspondence, BCEHS is interested in hearing more about the potential project of combining the RCMP, fire department, and ambulance stations into one location. Any potential project has to be considered in the context of its relative priority in relation to all potential projects across the province. The financial impacts, both one-time and on-going, also have to be taken into consideration before a decision can be made regarding participation. Please contact Wendy Hall, Director, Facilities to provide any new details you have regarding this project. Wendy can be reached via email at: [wendy.hall@bcehs.ca](mailto:wendy.hall@bcehs.ca).

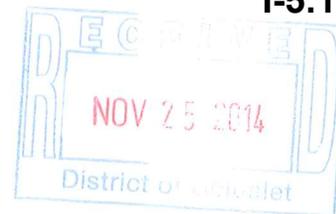
Again, thank you for meeting with us at the UBCM convention. BCEHS believes that by working together with communities we are better able to determine how we can best serve BC's many diverse communities.

Sincerely,



Linda Lupini  
Executive Vice President  
Provincial Health Services Authority  
& BC Emergency Health Services

cc: Carl Roy, President & Chief Executive Officer, Provincial Health Services Authority  
Lynn Stevenson, Associate Deputy Minister, Ministry of Health  
Jodi Jensen, Chief Operating Officer, BC Emergency Health Services  
Nikki Sieben, Chief Transformation Officer, BC Emergency Health Services  
Wendy Hall, Director, Facilities, BC Emergency Health Services



November 14, 2014

Filecode: 0410-20 MEM  
X-Ref:  
Forwarded to: Council, Andrew  
 Physical  Electronic

Ref.: 86849

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

Dear Mayor Irving:

I am writing to thank you for the opportunity to meet with you and your councillors at the Union of British Columbia Municipalities Convention in Whistler on September 23, 2014, during which we discussed tidal and wave energy policy in British Columbia.

The Government is committed to working with the clean energy sector to ensure that there are opportunities for new developments in the Province, including the Clean Energy Strategy in BC Hydro's Integrated Resource Plan (IRP) focusing on smaller projects and First Nations' participation. The IRP also calls for BC Hydro to renew cost-effective Electricity Purchase Agreements (EPAs). A small wave energy plant could potentially apply for an EPA through the Standing Offer Program (SOP), but it is not clear that it would be able to provide power at SOP prices. BC Hydro's IRP identified wave energy as the single highest cost potential energy source.

Thank you for bringing Kinder Morgan's interest in the Coast Guard Station as a spill response hub for oil tankers to my attention. By copy of this letter, I have informed Honourable Rich Coleman, Minister of Natural Gas Development and Minister Responsible for Housing and Deputy Premier. We will also follow up with the University of Victoria regarding their plan to launch monitoring buoys off Ucluelet.

It was a pleasure to meet with you and your councillors in Whistler.

Sincerely,

Dave Nikolejsin  
Deputy Minister

.../2

pc: Honourable Rich Coleman  
Minister of Natural Gas Development and  
Minister Responsible for Housing and  
Deputy Premier

Honourable Bill Bennett  
Minister of Energy and Mines and  
Minister Responsible for Core Review

Mr. Steve Carr  
Deputy Minister  
Ministry of Natural Gas Development

Mr. Les MacLaren  
Assistant Deputy Minister  
Electricity and Alternative Energy Division  
Ministry of Energy and Mines



121 Port Augusta Street, Comox, B.C. V9M 3N8  
[contact@haa.bc.ca](mailto:contact@haa.bc.ca)

Filecode: 0400-20 HAABC  
 X-Ref:  
 Forwarded to: Council, Andrew  
 Physical  Electronic

Attention: Harbour Authority Board of Directors

The HAABC 18<sup>th</sup> Annual Seminar and AGM is scheduled for January 20-22, 2015.

Each year we strive to provide better, more informative sessions for you and your staff to attend. At the same time we recognize the importance of networking with the vendors who attend the Seminar, your peers in the industry, and SCH. The agenda provides the opportunity to achieve a good balance of learning from experts and from each other. This coming Seminar will focus on maintaining your harbour through workshops/presentations ranging from key maintenance tasks to maintaining a derelict free zone. Please refer to the attached agenda for a complete list.

The Ports of Call sessions will give you the opportunity to brag a little about your harbour. We have provided some suggestions on things that may be of interest to other harbours as well as the SCH staff who are always busy planning what to tackle next. We would like to invite and encourage directors to participate as well as managers and staff.

Two workshops will be held prior to the commencement of the Seminar sessions, Environment Management Plan Training and Electrical Safety and Maintenance. These are offered on Tuesday afternoon and are highly recommended. Please contact me to sign up for these bonus sessions.

I encourage you and your staff to attend this Seminar. Financial assistance can be provided through the Contribution Agreement (for more information contact Leslie at 250-339-3970, or your zone director). These funds are available to harbours that may not otherwise be able to attend the Seminar due to financial limitations. Funding is limited so contact me prior to December 15, 2015. Our aim is to have a representative from each HA at the AGM.

I hope to see you at the 2015 Seminar in Victoria.

Sincerely  
 Maureen Nordstrom  
 President HAABC



**HARBOUR AUTHORITY ASSOCIATION OF B.C.**  
**18<sup>TH</sup> ANNUAL SEMINAR**  
**Maintaining Progress**  
**JANUARY 20-22, 2015**  
**Grand Pacific Hotel, Inner Harbour, Victoria BC**

**DELEGATE REGISTRATION FORM**

Registration fee includes an informal reception Wednesday evening, all day Seminar sessions Wednesday, Thursday, 2 breakfasts, 2 buffet lunches and a banquet dinner Thursday evening.

Organization: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

**REGISTRATION FEES**

**To encourage more directors to attend the Seminar a reduced rate is offered for additional attendees from the same HA.**

EARLY BIRD FEE (before January 15)	\$ 275.00
Additional HA participants from the same HA.	\$ 250.00
After January 15	\$ 300.00
BANQUET GUEST	\$ 60.00

Attendee #1: \_\_\_\_\_ *Name and Position* \_\_\_\_\_ \$ \_\_\_\_\_

Attendee #2: \_\_\_\_\_ *Name and Position* \_\_\_\_\_ \$ \_\_\_\_\_

Attendee #3: \_\_\_\_\_ *Name and Position* \_\_\_\_\_ \$ \_\_\_\_\_

Attendee #4: \_\_\_\_\_ *Name and Position* \_\_\_\_\_ \$ \_\_\_\_\_

Attendee #5: \_\_\_\_\_ *Name and Position* \_\_\_\_\_ \$ \_\_\_\_\_

Total: Cheque Enclosed \$ \_\_\_\_\_

**Accommodation**

Attendees are responsible for their own travel and accommodation. The HAABC has arranged for rooms at a special rate. The Grand Pacific Hotel (1-800-663-7550) has rooms set aside until December 22, 2015 (\$119). Use the code JAN15HAABC1 when making your reservation to get the preferred rate. Accommodation is limited; please reserve early.

Please make cheques payable to the HAABC, and return this completed form with payment no later than **JANUARY 15, 2015. Payment must be made in advance.**  
 Mail To: HAABC, 121 Port Augusta Comox BC V9M 3N8

Cancellation Policy: Full refund prior to January 15, 2015 \* Sorry no refund after January 15  
 Questions? Call Leslie at 250-339-3970 or [contact@haa.bc.ca](mailto:contact@haa.bc.ca)...

## 2015 HAABC SEMINAR AGENDA - Maintaining Progress

Grand Pacific Hotel, Victoria BC

### Tuesday January 20

- 1:00-2:00 Registration** – The registration table will be set up outside the Vancouver Island Ballroom. The friendly hotel staff will be happy to point you in the right direction.
- 2:00-5:00 Electrical/Electrolysis Workshop** – Having trouble tracking down stray current in your harbour? This workshop will offer strategies to conquer that! Maintenance and safety will also be covered.
- 2:00-5:00 Environmental Management Planning Workshop** – A vital requirement to meet the terms of your lease with SCH, this workshop will assist you in customizing your HAs Environmental Management Plan. Both staff and directors need to attend this workshop to ensure they know their responsibilities.
- 5:00-6:30 HAABC Board Meeting**
- 6:00-7:00 Registration** – Registration packages can be picked up outside the Vancouver Island Ballroom.

### Wednesday January 21

- 7:30-8:30 Breakfast** – Breakfast will be provided to start your day.
- Registration** – Registration packages can be picked up outside the Vancouver Island Ballroom. Conference organizers will be available all day to accommodate late arrivals.
- 8:30-8:45 Welcome and Introductions** – President Mo Nordstrom will act as Master of Ceremonies, assisted by Sunshine Coast Director, Robin Millar
- 8:45-9:45 Administrative Zone Meetings** – The future of the organization and succession will be discussed. This will give the zones the opportunity to get to know both their potential and existing directors.
- 9:45-10:15 Exhibitor Introductions** – Our exhibitors are an essential component of this event. Each exhibitor will be introduced and given the opportunity to briefly outline their business, and how they can assist in making our harbours better.
- 10:15-10:45 Networking/Exhibitor Visits** – Snacks and coffee will be provided.
- 10:45-11:45 Annual General Meeting** - Elections will be held for the following zones: Mid-Island, Director at Large, North Coast. Please consider allowing your name to stand as a director for the HAABC. Both harbour staff and HA directors are eligible to run.
- 11:45-12:00 HAC, PRHAAC, and NHAAC Update**
- 12:00-1:00 Lunch/Networking Opportunity**
- 1:00-1:30 SCH and Dignitary Introductions, SCH Recognition Award Presentations**
- 1:30-2:00 Feature Harbour Presentation** – Port Alberni will share their HA successes and challenges.
- 2:00-3:00 Ports of Call – Lower Mainland, Sunshine Coast, North Coast**  
This is your opportunity to take two minutes to introduce yourself and share your harbours successes and challenges over the previous year.
- 3:00-3:30 Networking/Exhibitor Visits** – Snacks and coffee will be provided.
- 3:30-5:00 Derelict Vessels Update and Panel Discussion** – The Derelict Vessel issue has been frequently featured in the news this year. There is still much work to do to remain ahead of this issue. SCH facilities have been doing an excellent job in ridding their facilities of these problem vessels, but the process is still unclear to many. We will be enlisting the assistance of a panel of experts and you will have the opportunity to ask questions of them.
- 5:30-7:00 Zone Meetings**– Zone meetings will be scheduled for all zones at the discretion of the zone director. Stay tuned for information from your director.
- 7:00-9:00 Meet and Greet Reception** – Please join us for beverages, appetizers and conversation.

### Thursday January 22

- 7:30-8:30 Breakfast**
- 8:30-10:00 SCH Panel Update** – SCH staff will provide an update on the status of the program.

- 10:00-10:30 Networking/Exhibitor Visits** – Snacks and coffee will be provided.
- 10:30-12:00 Ports of Call – South Island, Mid Island, North Island Zones**
- 12:00-1:00 Lunch with an Expert** – For this session we will be calling on our membership to share their expertise on identified subjects with their lunch partners.
- 1:00-2:00 Part A – Employer Responsibilities** - The importance of job descriptions, employment policies, common law contracts, and employment standards will be covered in this workshop.  
**Part B – Harbour Maintenance** – This workshop will provide you with the tools to write a practical maintenance plan specific to your harbour.
- 2:00-2:30 Networking/Exhibitor Visits** – Snacks and coffee will be provided.
- 2:30-5:00 Derrick Maintenance and Safety Workshop** – Peter Coleman will show us some techniques to keep our derricks in good working condition as well as give an overview of safety requirements and procedures.  
**Live-a-Board Policies and Procedures** – GVHA has a vibrant LAB community, managing it is not without its challenges. What works and what doesn't will be shared.  
**Greater Victoria Harbour Authority Facility Tour**
- 6:00-7:00 Social Hour**
- 7:00-8:30 Banquet**
- 8:30-11:00 Award Presentation and Keynote Speaker, Closing Remarks**

## Gas Tax Program Services

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

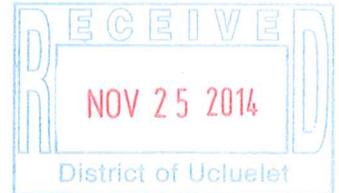
November 20, 2014

Filecode: 1880-20 GAS

X-Ref:

Forwarded to: Council, Andrew, Jeanette

Physical  Electronic



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

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

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, November 25<sup>th</sup> 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: \$911.15  
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](http://www.ubcm.ca).

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

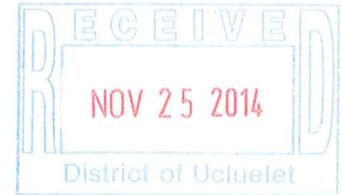
Sincerely

Sav Dhaliwal  
UBCM President

CC: Jeanette O'Connor

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November 21, 2014

District of Ucluelet  
PO Box 999  
Ucluelet, BC  
V0R 3A0Filecode: 0400-20 PRIMEC  
X-Ref:  
Forwarded to: Council, Andrew  
 Physical  Electronic**Dear Mayor and Council,**

I am pleased to provide you with a copy of PRIMECorp's Annual Report for the April 1, 2013 – March 31, 2014 reporting year. The report outlines both PRIMECorp's financial results and operational highlights.

This has been an important year for PRIMECorp as we advanced the organization on numerous fronts including establishing a long-term sustainable financial path and an enhanced emphasis on service and security.

It is our goal to keep you regularly informed on our progress and the publication of Annual Report is an important element of our plan. We look forward to continuing to keeping you informed on PRIME-BC, an essential policing tool for British Columbia's police forces.

If you have any questions, please do not hesitate to contact me.

Sincerely,



David W. Guscott  
Chief Executive Officer

604.215.5002  
[david.guscott@primebc.ca](mailto:david.guscott@primebc.ca)

Cc Chief Constable Len Goerke, Chair, BC Association of Chiefs of Police  
Deputy Commissioner Craig Callens, RCMP E-Division  
Assistant Commissioner Norman Lipinski, RCMP E-Division  
Municipal Police Chiefs  
PRIMECorp Board of Directors

**PRIMECorp**

Proudly supporting British Columbia's  
policing community through PRIME-BC

**Annual Report**

April 1, 2013–March 31, 2014

**PRIMECorp**

### About PRIMECorp

PRIMECorp is the province-wide organization that provides operational and technical support for the provincial police records management system known as PRIME-BC. PRIMECorp acts as the custodian of the information and data contained within the PRIME-BC system on behalf of police agencies.

A ten-member Board of Directors comprised of municipal, provincial and police representatives oversees PRIMECorp. The Board of Directors is responsible for the strategic direction of PRIMECorp as well as oversight of its operational and financial results.

### About PRIME-BC

PRIME-BC is one of the broadest multi-jurisdictional police records management (RMS) and computer-aided dispatch (CAD) systems in North America. It has been described as both unique and leading-edge and a model for sharing critical police information. PRIME-BC allows for real-time access to the vital data that supports frontline policing, criminal investigations and crime analysis.

The PRIME-BC system supports 13 independent and provincial police agencies and 135 RCMP detachments in British Columbia. More than 9,500 police personnel interact with PRIME-BC.

### Service and Security: PRIMECorp's year in review

2013-2014 was a pivotal year for PRIMECorp. Through the implementation of several key initiatives, including the appointment of a new senior leadership team, significant steps were taken to advance the organization from both strategic and operational perspectives.

The transition to a new organizational structure began March 2013 when PRIMECorp entered into a contract with E-Comm, the emergency communications centre located in Vancouver, to help evolve the organization by providing strategic, technical and financial leadership services. This included the appointment of its President and CEO David Guscott as PRIMECorp's new CEO, and the appointment of Michael Webb as Chief Technology Officer and Beatrix Nicolato as Chief Financial Officer. These services, along with communication support, are being contracted on a part-time basis.

The new leadership structure was the first step in streamlining the organizational configuration of PRIMECorp. One year later, PRIMECorp has received enhanced financial oversight, placed a greater emphasis on day-to-day client service and communication, introduced additional security measures, implemented an improved technical infrastructure and renewed its focus on critical future technology planning. These milestones are in direct alignment with the Board of Directors' commitment to delivering the most operationally-beneficial RMS to British Columbia's policing community in the most efficient, secure and responsive way possible.

PRIMECorp Leadership Team	
<b>David Guscott</b>	<i>Chief Executive Officer</i>
<b>Bob Gehl</b>	<i>Chief Operating Officer</i>
<b>Beatrix Nicolato</b>	<i>CPA, CGA, Chief Financial Officer</i>
<b>Michael Webb</b>	<i>P.Eng, Chief Technology Officer</i>
<b>Jody Robertson</b>	<i>Communications Officer &amp; Corporate Secretary</i>



## Financial Leadership

A significant focus of attention in 2013–2014 was on establishing a long-term sustainable financial path for PRIMECorp. This included introducing greater strategic financial oversight, and tighter management controls and processes. As a result, financial statements for the year-ended March 31, 2014 were better than anticipated.

PRIMECorp also ended the year with a deficit half of what was originally budgeted. This result means that PRIMECorp is close to break-even and is in a much improved position in terms of establishing a path toward a stable and sustainable financial future.

Looking forward, the Board of Directors has also approved a future-focused budget for 2014–2015 and forecasts for the following three years that are reflective of existing core services. The budget also sets the stage for, among other things, stable and predictable levies for municipal funders. The goal is to provide PRIMECorp funders with stability with regard to projected levies so that they can be incorporated in future municipal budget cycles.

PRIMECorp's ongoing focus will be to ensure funds are directed to areas that will provide the highest level of service delivery to our stakeholders, to ensure fiscal management is rooted in cost effectiveness, and that it is prepared for significant policing technology upgrades and new applications in the future.

### 2013/14 HIGHLIGHTS

- Deficit cut in half to \$124,000
- Zero per cent (0%) per officer levy increase in 2014–2015, which is consistent with the past four budget cycles. The per officer levy for 2014–2015 remains at \$1,000.
- Projected maximum three per cent (3%) per officer levy increase in 2015–2016, a portion of which will be allocated for building a reserve for system renewals.
- Forecasts of per officer levy increases of a maximum three per cent (3%) in 2016–2017 and 2017–2018.

## Operational Leadership

Service and Security were the central areas of emphasis for the Operations team at PRIMECorp during this transitional year. Staff played a significant part in rolling out many initiatives that support quality assurance, including faster and more efficient processes for managing and communicating about service changes, issues and upgrades.

### 2013/14 HIGHLIGHTS

- Introduction of new security standards, policies and procedures, including the formation of a Security Advisory Committee.
- Introduction of new quality assurance measures, including a review process designed to ensure compliance with PRIME-BC operational policies and procedures.
- Creation and enhancement of administrative and operational policies for PRIMECorp staff under the new organizational structure.
- Maintaining robust client support to all stakeholder agencies.
- Advancing national project initiatives such as Two-Factor Authentication, which provides an enhanced level of access control for authorized users, and Real-Time Identification that will facilitate the electronic submission of fingerprints and increased efficiency.

## Technology Leadership

The PRIME-BC system requires a robust and stable infrastructure to ensure the security of data and quality of service to participating agencies.

To further enable this, in January 2014 PRIMECorp again partnered with E-Comm to execute an agreement to provide technical services in support of PRIME-BC systems and applications. Coupled with the technical expertise currently within PRIMECorp and with the support of its partner agencies, there have been, and will continue to be, many opportunities to advance the delivery of PRIME-BC services.

### 2013/14 HIGHLIGHTS

- Province-wide infrastructure modernization was completed; PRIME applications, data and services were consolidated onto new servers and related infrastructure. Since the transition was completed in September 2013, the new infrastructure has been stable and operating normally.
- CAD and RMS version upgrades completed within the Lower Mainland District, Vancouver Island region and North/Southeast region.
- System application and operational support specialists were recruited to fill critical technical positions, some of which had been previously provided by the PRIME Technical Services group within RCMP 'E' Division.

**PRIMECorp**

## 2013–2014 Financial Highlights

**Statement of Operations**

Year ended March 31, 2014, with comparative information for 2013

	<b>Budget</b>	<b>2014</b>	<b>2013</b>
Revenue	\$10,715,609	\$10,143,145	\$10,898,015
Expenses	10,961,770	10,267,381	11,363,753
Annual deficit	(246,161)	(124,236)	(465,738)
Accumulated surplus, beginning of year	4,404,965	4,404,965	4,870,703
Accumulated surplus, end of year	<u>\$4,158,804</u>	<u>\$4,280,729</u>	<u>\$4,404,965</u>

To obtain full copies of PRIMECorp's 2013–2014 Audited Financial Statements, including the Auditor's Report and Notes to the Financial Statements please contact [krystal.boros@primebc.ca](mailto:krystal.boros@primebc.ca).

## 2013–2014 PRIMECorp Board of Directors

<b>Clayton Pecknold</b>	<i>Assistant Deputy Minister, Ministry of Justice &amp; Director of Police Services (Board Chair)</i>
<b>Malcolm Brodie</b>	<i>Mayor, City of Richmond</i>
<b>Peter Milobar</b>	<i>Mayor, City of Kamloops</i>
<b>Dianne Watts</b>	<i>Mayor, City of Surrey</i>
<b>Paul Hames</b>	<i>Chief Constable, Central Saanich Police Department</i>
<b>David Jones</b>	<i>Chief Constable, New Westminster Police Department</i>
<b>Norman Lipinski</b>	<i>Assistant Commissioner, RCMP</i>
<b>John Kubat</b>	<i>Superintendent, RCMP</i>
<b>Daryl Wiebe</b>	<i>Superintendent, Vancouver Police Department</i>
<b>David Guscott</b>	<i>President &amp; CEO, E-Comm</i>

*Peter Fassbender, former Mayor of the City of Langley, was on the Board until September 2013.*



Printed with vegetable-based inks on chlorine-free, 100% post-consumer waste recycled paper.

Proudly supporting British Columbia's  
policing community through PRIME-BC

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# District of Ucluelet

## Expenditure Voucher

**G-19/14**

**Date: December 4, 2014**

**Page: 1 of 4**

**CHEQUE LISTING:**

**AMOUNT**

Cheques: # 21702 - # 21783	\$	93,318.72
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**PAYROLL:**

PR 24/14	\$	55,232.65
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	<u>\$</u>	<u><b>148,551.37</b></u>
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**RECEIVED FOR INFORMATION AT MEETING HELD: December 9, 2014**

*Jeanette O'Connor, CFO*

# R-1.2

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

District of Ucluelet  
 AP Cheque Listing  
 Cheque # From 021702 To 021783(Cheques only)

Page: 1 of 4  
 Date: 04/12/14  
 Time: 15:00:50

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
021702	002	21/11/2014	AD110	ARENSEN DIANE	121088	ARENSEN-COUNTER	60.00		60.00	
021703	002	21/11/2014	AGS11	AGS BUSINESS SYSTE	714195 724196	OCT/14 LYCHE OCT/14 UCC	429.23 307.74		736.97	
021704	002	21/11/2014	AL001	ACKLANDS - GRAINGE	0527049	TESTING GAS DETECT	433.12		433.12	
021705	002	21/11/2014	BA489	BONNER ALLIE	121086	BONNER-COUNTER	60.00		60.00	
021706	002	21/11/2014	BP940	BLACK PRESS	44096	FALL SUPPLEMENT	754.33		754.33	
021707	002	21/11/2014	CE004	CORPORATE EXPRESS	36942637 37052848 37027240	SANITIZER/FOLDERS/ LABELS/LGHT BULB NOTEBOOKS/PENS/FOL	151.66 77.55 92.75		321.96	
021708	002	21/11/2014	CGISC	CGIS CENTRE	41974	DEC/12	673.31		673.31	
021709	002	21/11/2014	CK608	CORTES KEVIN	D449	D449	3,500.70		3,500.70	
021710	002	21/11/2014	CM338	CHAPMAN MIKE	121089	CHAPMAN-ELECTION O	375.00		375.00	
021711	002	21/11/2014	CN043	CROWS NEST UCLUELE	5198	LABELS	27.95		27.95	
021712	002	21/11/2014	COOP	UCLUELET CONSUMER'	71485668 71484843	E1 RESCUE 2	92.32 1.29		93.61	
021713	002	21/11/2014	CP300	CRITERION PICTURES	770102	OCT/14	45.70		45.70	
021714	002	21/11/2014	DC001	DOLAN'S CONCRETE L	UP74296	ROAD MULCH	496.55		496.55	
021715	002	21/11/2014	DC466	DYNAMEX CANADA LTD	1015730 1017426	N.IS.LABS N.IS.LABS	43.56 29.18		72.74	
021716	002	21/11/2014	DFC01	DUMAS FREIGHT COMP	27644 28353 27645 27618 27646	FOUR STAR CLEAR TECH FOUR STAR FOUR STAR FOUR STAR	29.07 453.60 24.35 101.20 51.99		660.21	
021717	002	21/11/2014	DP123	DESSERUD PETER	121085	DESSERUD-COUNTER	60.00		60.00	
021718	002	21/11/2014	DS514	DESROSIERS SARAH	121083 121094	DESROSIERS-OCT/14 DESROSIERS-YOGA NO	114.15 122.68		236.83	
021719	002	21/11/2014	FS004	FOUR STAR WATERWOR	44487 44539 44517	WATER METER CATCH BASIN/FRA FOOT/INJECTION VAL	2,675.11 647.63 345.75		3,668.49	
021720	002	21/11/2014	FSC10	FOUR STAR COMMUNIC	30299	NOV/14	136.50		136.50	
021721	002	21/11/2014	FW050	FAR WEST FOODS GRO	286674 286811	SOAP/TISSUE/SUGAR WATER	329.80 68.80		398.60	
021722	002	21/11/2014	HT999	HANSON TAYLOR	201417	POWERWASH/PAINTING	3,780.00		3,780.00	
021723	002	21/11/2014	IH042	INNER HARMONY SERV	3135	OCT/14 EXTRA'S	170.63		170.63	
021724	002	21/11/2014	IW035	IMAGEWEAR A DIVISI	741001 043002	CLOTHING CLOTHING	96.32 2,633.99		2,730.31	
021725	002	21/11/2014	LY001	YOUNG ANDERSON	84283 84282 84281	1190124 1190122 1190102	1,190.11 78.40 1,267.73		2,536.24	
021726	002	21/11/2014	MF100	MINISTER OF FINANC	100115499	100115499	262.50		262.50	
021727	002	21/11/2014	MJ055	McQUAID JILL	121084	MCQUAID/J-COUNTER	120.00		120.00	
021728	002	21/11/2014	MR216	McQUAID RYAN	121091	MCQUAID R-ELECTION	375.00		375.00	
021729	002	21/11/2014	ND001	VING VI NEWSPAPER	3816 918193	ELECTION/WINTER GU SUBSCRIPTION 2015	205.98 75.18		281.16	

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
021730	002	21/11/2014	NI001	NORTH ISLAND COLLE	02-770784	BENSON-FIRST AID	156.50		156.50	
021731	002	21/11/2014	NSI15	NORATEK SOLUTIONS	18177	2015 IT LICENSE	1,176.00		1,176.00	
021732	002	21/11/2014	O9310	OLIWA RANDY	121097	OLIWA-REGIONAL LEA	68.36		68.36	
021733	002	21/11/2014	PR099	PACIFIC READY MIX	8533	FIREHALL POLE BASE	199.36		199.36	
021734	002	21/11/2014	PS729	PAYNE SUE	121092	PAYNE-ELECTION OFF	750.00		750.00	
021735	002	21/11/2014	RG350	RECEIVER GENERAL F	4063605	#13-080017360	244.80		244.80	
021736	002	21/11/2014	RK788	RICE KATRINA	1006917.002	RICE-SEWING REFUND	31.50		31.50	
021737	002	21/11/2014	SAN78	SAN FELIX	120978	KOPP-UKEE DAYS/14	500.00		500.00	
021738	002	21/11/2014	SF061	STEVENS FLICKERINE	121095	STEVENS-YOGA NOV/1	373.92		373.92	
021739	002	21/11/2014	SM993	SMULDERS MANDALA	121093	SMULDERS COUNTER	120.00		120.00	
021740	002	21/11/2014	SP010	SUPERIOR PROPANE	202669	TANK RENTAL 2015	158.98		158.98	
021741	002	21/11/2014	T9345	TOWGOOD JOHN	121082	TOWGOOD-SFU NOV/14	452.00		452.00	
021742	002	21/11/2014	TM002	THIRSK MARLA	121090	THIRSK-ELECTION OF	750.00		750.00	
021743	002	21/11/2014	UC142	UCLUELET CONSUMER'	CO1086119	PUMPKINS	20.00		20.00	
021744	002	21/11/2014	UP459	UCLUELET PETRO-CAN	17113428 17115323 17115369 17115429	INTEREST #3-WIPERS/HEADLIGH WIPER BLADE #4 FUEL PUMP	2.71 92.91 53.09 975.69		1,124.40	
021745	002	21/11/2014	VI200	VANCOUVER ISLAND R	Q4-2014	Q4/14	23,859.00		23,859.00	
021746	002	21/11/2014	WBT49	WATKINS-BOUCHER TA	121087	BOUCHER-COUNTER	60.00		60.00	
021747	002	21/11/2014	WP166	WINDSOR PLYWOOD -	39945A 40668A 40955A 40957A 40958A 41038A 41005A 40488A	DRILL BITS BOLT/WASHER/NUT PEGBOARD PEGBOARD PEGBOARD ROOF PATCH/PAINT TAPCON HEX SET/SCREWDRIVE	31.38 7.45 24.59 24.59 24.59 41.27 5.67 24.45		134.81	
021748	002	28/11/2014	ACE92	ACE COURIER SERVIC	14130814	MACKAY/LB WOODCHOP	405.56		405.56	
021749	002	28/11/2014	AD004	TYCO INTEGRATED SE	80286124	DEC/14 LYCH&PW	185.06		185.06	
021750	002	28/11/2014	AL001	ACKLANDS - GRAINGE	0527145	TRUCK MIRROR	39.30		39.30	
021751	002	28/11/2014	BD408	BROWN DENNIS	121102	BROWN-CHIEF ELECTI	9,723.20		9,723.20	
021752	002	28/11/2014	BE737	BENSON ERICA	121098 121099 121101	BENSON-FOOD SUPPLI BENSON-YOUTH CONFE BENSON-NOV 9-22/14	96.96 386.32 1,568.00		2,051.28	
021753	002	28/11/2014	CC111	CLAY & CO. WEB DES	3143	WEB MAINTENANCE	1,050.00		1,050.00	
021754	002	28/11/2014	CE004	CORPORATE EXPRESS	37057541	UPS BACK UP/SCISSO	106.01		106.01	
021755	002	28/11/2014	CK608	CORTES KEVIN	D450	D450	1,283.13		1,283.13	
021756	002	28/11/2014	CP300	CRITERION PICTURES	770369	NOV/14	110.55		110.55	
021757	002	28/11/2014	DC001	DOLAN'S CONCRETE L	UP73735	EBER/MARINE GRAVEL	486.18		486.18	
021758	002	28/11/2014	DC466	DYNAMEX CANADA LTD	1019965	N.IS.LABS	64.20		64.20	
021759	002	28/11/2014	DFC01	DUMAS FREIGHT COMP	27642 27620	FOUR STAR FOUR STAR	24.68 114.95		139.63	

# R-1.4

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

District of Ucluelet  
 AP Cheque Listing  
 Cheque # From 021702 To 021783(Cheques only)

Page: 3 of 4  
 Date: 04/12/14  
 Time: 15:00:53

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void	
021760	002	28/11/2014	DP971	DUNCAN PRINTCRAFT	42532	ELECTION BALLOTS	370.06		370.06		
021761	002	28/11/2014	EISC2	ELITE IMAGE SOFTWA	7160	BUSINESS CARDS	165.90		165.90		
021762	002	28/11/2014	EL048	ERIK LARSEN DIESEL	712103	#10-WELDING/STARTE	1,705.97		1,705.97		
021763	002	28/11/2014	GMG15	GLACIER MEDIA GROU	42154 42044	TEMP FINADMIN GRANT IN AID	144.96 88.33		233.29		
021764	002	28/11/2014	HT999	HANSON TAYLOR	201418	PAINT KITCHEN	441.00		441.00		
021765	002	28/11/2014	HTR13	HIGH TIDE RECORDS	21	NOV/14 MOVIES	210.00		210.00		
021766	002	28/11/2014	IVC25	IMPACT VISUAL COMM	88396	BUSINESS CARDS	94.50		94.50		
021767	002	28/11/2014	JF072	JIGGERS FISH & CHI	NOV/14	CALLOUT CO-OP	154.00		154.00		
021768	002	28/11/2014	KA001	KOERS & ASSOCIATES	1454-004 1440-001	WATER QUALITY REVI WATER QUALITY REVI	3,313.59 206.72		3,520.31		
021769	002	28/11/2014	M9355	MOLE SALLY	122204 121105 121106	MOLE-EMCON MOLE-HIGHER LEARNI MOLE-COALITION	8.64 45.36 16.20		70.20		
021770	002	28/11/2014	MR216	McQUAID RYAN	121100	MCQUAID R-ELECTION	60.00		60.00		
021771	002	28/11/2014	MS170	REVENUE SERVICES O	DEC/14	DEC/14	2,722.25		2,722.25		
021772	002	28/11/2014	NI005	NORTH ISLAND LABOR	93753 93756 93840 93384 93972 94055	115314-01/02 115317-01/05 11549-1-5 114573/5/6/7/8 115646;115647;1157 115913	152.25 131.25 131.25 1,543.50 414.75 131.25		2,504.25		
021773	002	28/11/2014	PB002	PACIFIC BLUE CROSS	219768	DEC/14	7,309.87		7,309.87		
021774	002	28/11/2014	PC285	PETTY CASH - BARBA	OCT/14	OCT/14	22.50		22.50		
021775	002	28/11/2014	RM275	ROCKY MOUNTAIN PHO	011443	LADDER TESTING	1,580.96		1,580.96		
021776	002	28/11/2014	TDCAN	TD CANADA TRUST	MTG8927871	114919 REFUND	770.00		770.00		
021777	002	28/11/2014	UC142	UCLUELET CONSUMER'					449.65	Yes	
021778	002	28/11/2014	UR849	UCLUELET RENT-IT C	19538 19501 19622	REC HALL/PUMP PUMP PORTABLES PUMP PORTABLES	78.40 156.80 274.40		509.60		
021779	002	28/11/2014	WF001	WFR WHOLESALE FIRE	93647	HYDRANT ADAPTER	288.33		288.33		
021780	002	28/11/2014	WI219	WALCO INDUSTRIES L	26778	NOV-DEC/14 RENTAL	286.72		286.72		
021781	002	28/11/2014	WP166	WINDSOR PLYWOOD -	41696A 41695A 41487A 41655A 41594A	POLY TAPE/SHARPIE WD-40 NUT/BOLT/WASHER HOSE END	31.86 26.55 18.79 5.82 6.78		89.80		
021782	002	28/11/2014	WPT01	WILD PACIFIC TRAIL	121096	MEMORIAL BENCH - E	868.11		868.11		
021783	002	28/11/2014	UC142	UCLUELET CONSUMER'	COP1086849 CO1096441 CO1086098 CO1041462 CO1089570 CO1100912 CO1021122 CO1096169A	MILK/CREAM AFTER SCHOOL PROGR HALLOWEEN HOWL SNACKS - ELECTION SNACKS - ELECTION FRUIT - AFTERSCHOO SPAGHETTI SUPPIES MOVIE NIGHT	10.08 33.76 143.70 33.58 157.86 11.48 29.25 29.25		448.96		
Total:							93,318.72	0.00	93,318.72		



## STAFF REPORT TO COUNCIL

Council Meeting: DECEMBER 9, 2014  
500 Matterson Drive, Ucluelet, BC V0R 3A0

**FROM:** KARLA ROBISON, MANAGER OF ENVIRONMENTAL AND EMERGENCY SERVICES **FILE NO:** 5460-02

**SUBJECT:** UCLUELET SECONDARY SCHOOL AND THE DISTRICT OF UCLUELET READER BOARD

**ATTACHMENT(S):** APPENDIX 1 - READER BOARD SKETCH BY STEWART DESIGNS

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

1. **THAT** Council receives this report for information;
2. **THAT** Council direct staff to proceed with the reader board installation at the proposed location at Ucluelet Secondary School and next steps required to proceed with this project.

### **PURPOSE:**

The purpose of this report is to provide Council with information regarding the Ucluelet Secondary School and District of Ucluelet reader board, and to obtain approval to proceed with the installation of this sign.

### **BACKGROUND:**

The District of Ucluelet, School District #70 and the Ucluelet Secondary School agreed to share costs (approximately \$22,300) for a collective reader board for the community. Shared costs were broken down as follows: \$10,000 provided by the District of Ucluelet, \$5,000 provided by School District #70, and \$7,300 provided by Ucluelet Secondary School. Ucluelet Secondary School has agreed to pay for the installation costs.

The suggested location of the reader board is at the north side of the Ucluelet Secondary School property. Currently, a mock temporary sign with true dimensions of the permanent reader board is situated at this location to encourage public comments or concerns. There was a suggestion to raise the reader board to increase visibility. Ucluelet Secondary School staff proposed to increase the sign by extending the concrete base vertically by 2 ft. Please see Appendix 1- reader board sketch by Stewart Designs for a graphical representation.

The sign will be used for both emergency services and school notices. As such, the reader board is exempt from permit requirements as per section 2.5 (c) of the sign bylaw No. 1060. The reader board meets all criteria for a free standing sign. The sign location also meets the requirements of Section 306.2 (b) in Zoning Bylaw No.1160 regarding the Building and Structures - Setbacks and Siting Regulation (see figure 1 below).

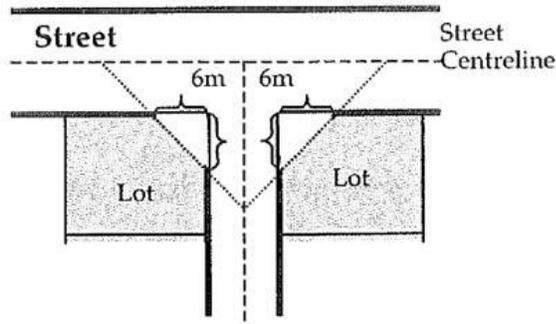


Figure 1. Zoning Bylaw 1160's, section 306.2 (b) of the Building and Structures - Setbacks and Siting Regulation

The District of Ucluelet and School District #70 have agreed that Ucluelet Secondary School should be the Owner of the reader board for the purpose of insurance and liability of the sign, as this will fall under the school property.

**NEXT STEPS:**

The District and Ucluelet Secondary School have agreed to work on a communications protocol and a partnership agreement for the utilization of the sign.

**SUMMARY AND CONCLUSION:**

The reader board is located within the corner setback as per the zoning bylaw, and is being raised 2 ft. in response to community concerns. It is recommended to move forward with the installation of the reader board at the proposed location at the Ucluelet Secondary School property. It is recommended to support work on a communications protocol and a partnership agreement for the utilization of the reader board.

**Respectfully submitted:**

Karla Robison,  
Manager of Environmental and Emergency Services



8' OVERALL HEIGHT 7' 6"



4'  
3' 6"

20MM 24x112 CAPABILITIES



2' 8"  
TekStar 20mm 24x112 4'x8'

Cabinet: 4' x 8'  
Mount: Pedestal

Cabinet Color: Black  
Face Color: Dark Red

Logos: ucluelet11, 24112color



**stewart signs**

America's Premier Sign Company

1-800-237-3928 WWW.STEWARTSIGNS.COM

ORIGINAL DESIGN DO NOT DUPLICATE

DUE TO THE PHYSICAL LIMITATIONS OF THE PAPER AND INK-BASED PRINTING PROCESS THIS CUSTOM ARTWORK IS NOT INTENDED TO PROVIDE AN EXACT MATCH BETWEEN INK, VINYL, PAINT, OR LED COLOR. ARTIST'S RENDITION OF BRICKWORK, MASONRY AND LANDSCAPING IS NOT INCLUDED IN THE PROPOSAL. ALL MEASUREMENTS SHOWN ARE APPROXIMATIONS; DIMENSIONS OF FINAL PRODUCT MAY VARY.

APPROVED AS SHOWN.

X \_\_\_\_\_ DATE \_\_\_\_\_ 1. \_\_\_\_\_

APPROVED WITH LISTED CHANGES. \_\_\_\_\_ 2. \_\_\_\_\_

X \_\_\_\_\_ DATE \_\_\_\_\_ 3. \_\_\_\_\_

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## STAFF REPORT TO COUNCIL

Council Meeting: DECEMBER 9, 2014  
500 Matterson Drive, Ucluelet, BC V0R 3A0

**FROM:** ABBY FORTUNE, DIRECTOR OF PARKS & RECREATION

**FILE NO:** 0390-20 TVI

**SUBJECT:** TOURISM VANCOUVER ISLAND CONFERENCE 2016

**ATTACHMENT(S):** NONE

### RECOMMENDATION(S):

1. **THAT** Council waives the facility fees for the 2016 Tourism Vancouver Island Conference and AGM.
2. **THAT** Council support and bid for the 2016 Tourism Vancouver Island Conference and AGM.

### PURPOSE:

To update the Council on the Ucluelet application for the 2016 Tourism Vancouver Island Conference and AGM.

The purpose of this report is to receive Council approval for the waiving of fees for the UCC for the 2015 TVI Conference and AGM.

### BACKGROUND:

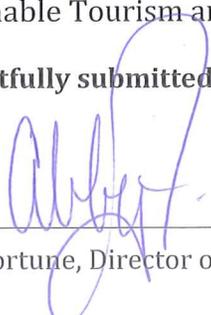
An intent to submit a bid for the 2016 Tourism Vancouver Island Conference and AGM was put in on December 1<sup>st</sup>, 2014.

The Chamber Executive Director, the Director of Parks & Recreation and a board member of Tourism Ucluelet met with TVI representatives to discuss the bid package for 2016.

A review was done on the previous bid package received from Ucluelet for 2015. Any issues from the previous bid are being addressed and the bid package for 2016 is being submitted for the deadline of December 10<sup>th</sup>.

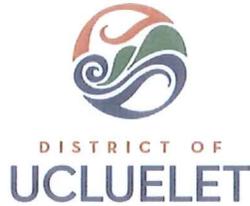
Potential dates would be September 20<sup>th</sup> - 22<sup>nd</sup>, 2016 with the potential theme of Sustainable Tourism and Foodie Culture.

**Respectfully submitted:**



\_\_\_\_\_  
Abby Fortune, Director of Parks & Recreation

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## STAFF REPORT TO COUNCIL

Council Meeting: DECEMBER 9, 2014  
500 Matterson Drive, Ucluelet, BC V0R 3A0

**FROM:** ABBY FORTUNE, DIRECTOR OF PARKS & RECREATION

**FILE No:** 0470-20 TU

**SUBJECT:** TOURISM UCLUELET BANNER PROGRAM

**ATTACHMENT(S):** LETTER FROM TOURISM UCLUELET REGARDING BANNER PROGRAM

**RECOMMENDATION(S):**

1. **THAT** Council refer this report to the budget process for 2015

**PURPOSE:**

The purpose of this report is to provide Council with budget numbers for a joint banner project with Tourism Ucluelet.

**BACKGROUND:**

As discussed with Council last June, Tourism Ucluelet is proposing a banner program to promote visual awareness and marketing to visitors.

Tourism Ucluelet would administer the banner program. Tourism Ucluelet is also looking at this program as a potential fundraiser. Please see attached letter for further details.

As one of the primary focuses of Tourism Ucluelet is marketing, they do not have specific funds/budget for infrastructure such as poles and banner hardware. With this being said, they have approached the District of Ucluelet for the funding for these items in a joint project process.

The budget for the project is as follows:

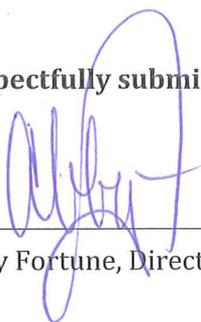
		2015	2016	2017
Poles with arms	(5 poles annually)	4,500	4,500	4,500
Flex Hardware	(\$300/unit)	3,900	2,100	2,100
Shipping		1,000	1,000	1,000
		9,400	7,600	7,600

The target is to have the first phase of the banners up prior to Spring Break of 2015 (March 7 – 22, 2015).

The Director of Parks and Recreation and the Administrative Assistant of Tourism Ucluelet have looked potential locations and opportunity throughout town and the entrance to town.

Once the budget has been accepted, the proposed locations of the poles and banners will be put forward for approval from Council.

**Respectfully submitted:**



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Abby Fortune, Director of Parks & Recreation



December 1, 2014

To the District of Ucluelet,

Thank you for taking the time to review Tourism Ucluelets' revised initiative to implement a Banner program over a 3 year period to contribute to the beautification of our community.

The purpose of the banner program would be to provide visual awareness and marketing to visitors. The original intention was to have them lining the main arteries (Peninsula, Main St, Matterson Dr). After assessing the aforementioned arteries it was apparent Peninsula [from Seaplane Base Rd to Marine Drive] and Main St were not viable options due to the abundance of pre-existing utility poles. The focus changed to surround the community and extend the reach by considering the entrance to town from as far as Wind and Sea to Seaplane base Rd with the installation of new poles as well as utilizing pre-existing light poles which had the ability to fasten banner to them. Adding poles to the entrance to town would provide a two-fold benefit: 1. it would create a visual marker for drivers that they were entering town and would slow down; 2. The banners would welcome people to town and provide visual cues for visitors to seek out and discover what Ucluelet has to offer.

Even though other forms of advertising are in place [ads in the westerly, posters though town, information centres and facebook] unless visitors were aware of events taking place and have made it part of their holiday or have noticed one of the aforementioned advertisements they may be missing out on a great opportunity. The banners would also provide some colour and brightness to town, especially on days that are gray and rainy.

The banners would promote events and activities such as kayaking, whale watching, surfing, the Aquarium, Wild Pacific Trail, Whale Fest, Edge to Edge, Ukee Days, Canada Day, Christmas etc. It could also be used as a promotional piece for specific events coming to town (Porsche club, Otolith Festival). The Flag Shop has a program call the 'Flag and Bag'. The purpose of the program is to provided another income stream for producing limited edition tote bags from banners that have been used for advertising purposes. For example, if the Whale Fest printed their annual poster on the flags they could be auctioned off at the silent auction to raise funds or sold as merchandise. This would be an excellent opportunity to raise additional funds for Whale Fest or the Edge to Edge Marathon.

TU has researched pricing and the company we would be using, is the Flag Shop, with locations in Victoria and Vancouver. This company has created flags for the City of Vancouver, Parksville, Merritt, Victoria to name a few, as well as, multiple businesses throughout British Columbia.

These banners are made from a heavy weight perforated vinyl material, designed to withstand intense weather conditions. The images are digitally printed which assists in maintaining the integrity of the image on the banner, plus we can have two separate images on either side without any transfer or distortion. There could be an image of various activities on one side and on the other we could have printed "Thank you for visiting Ucluelet, see you again soon!"



To attach the banners to the flag poles the mounting brackets and banner arms are designed to be aerodynamic to reduce wind resistance which would put less strain on poles and prevent warping. Two banner arms would be required per banner so it did not flap in the wind. As for the poles themselves, they would be a powder coated steel pole.

We would like to work with you to move this worthwhile project forward. The main challenge TU faces is due to the restrictions of our funding, we, as a marketing committee, are not able to address any infrastructure augmentations in Ucluelet. With this in mind we are asking the District to assist Tourism Ucluelet with this program by 1. supplying the poles and hardware, 2. planning the placement and 3. installation. In order to offset the costs of the poles some of the businesses in town may be willing to provide sponsorship in way of purchasing them, however guidelines would have to be in place to ensure that the pole placement would not reflect who donated the pole. If a business in town chose to sponsor a pole, they would have to make do with the pole closest to them but not necessarily in front of their establishment. In return a small plaque could be added as a thank you for sponsorship.

Please note that all costs for the program are listed on the following pages.

Tourism Ucluelet would like to thank you for taking the time to review our proposal and look forward to your response.

Sincerely,

A handwritten signature in black ink, appearing to read "DStys-Norman", written in a cursive style.

*Denise Stys-Norman on behalf of*  
Dianne St. Jacques, Chair  
Tourism Ucluelet



### 3-year Proposal for Pole Purchases

			2015	2016	2017
Banner poles with Banner arms	5 poles		4,500	4,500	4,500
Banner Flex Hardware	26 units	14 units per year (2016/17)	3,900	2,100	2,100
Shipping			1,000	1,000	1,000
<b>Estimated Total Cost</b>			<b>9,400</b>	<b>7,600</b>	<b>7,600</b>

Note that each banner requires 2 banner arms. (the number of units represents 13 sets in the first year for pre-existing poles and then 7 sets for each subsequent year)

#### BANNER POLES WITH ARMS

TYPE: Steel pole powder coated  
 LENGTH: 24 ft pole (21 ft above ground) - if we required a shorter pole , the price may vary  
 DIAMETER: 2" diameter with ¼ inch walls  
 Includes - 24" banner arms (basic)  
 PRICE PER POLE: \$895.00 each, FOB Vancouver  
 # OF POLES: 5

**TOTAL COST FOR POLES: ~ \$4,500 + TAX & SHIPPING (per year)**

#### Banner Flex Hardware (Single arms sets)

TYPE: Banner-Flex D3 with premium Airow arm (best quality available)  
 Single banner arms\*\*\*\*For power pole 38" diameter require 62" banding  
 # OF UNITS REQUIRED: 26 (2 per banner)  
 PRICE PER ARM: \$125.00 per arm (require 2 for each banner)  
 ADDITIONAL REQUIREMENTS: Banding tool (required) \$149.95  
 Banding role ¾ x 100ft \$465.00

**TOTAL COST: \$3,900 + TAX & SHIPPING (for the first year, subsequent years 2016/17, will be for 7 poles each year - \$2,100)**



**CUSTOM BANNERS - Tourism Ucluelet to purchase**

- MATERIAL: DS Block-Out Mesh
- DIMENSIONS: 24"x60", 3 ½ inch sleeves top and bottom, 2 grommets
- PRINT OPTIONS: Printed on each side re. two designs
- # OF FLAGS: 20 - 40
- COST PER FLAG: \$127.46 for 20 (price will decrease or vary depending on quantity and design)
- TOTAL COST \$3,199.00+ TAX & SHIPPING (based on 20)**

Sample of flag material



**NOTE: QUOTE DOES NOT INCLUDE SHIPPING OR TAX; QUOTE IS FOR SUPPLY ONLY AND IS ONLY RELEVANT FOR 90 DAYS (this quote was provided in October 2014)**



## STAFF REPORT TO COUNCIL

Council Meeting: DECEMBER 09<sup>TH</sup>, 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 – STAFF REPORT TO COUNCIL, OCTOBER 28<sup>TH</sup>, 2014  
APPENDIX B – PROPOSED BYLAW NO. 1176, 2014

### RECOMMENDATION(S):

1. **THAT** Zoning Bylaw No. 1176, 2014 be given Third Reading

### PURPOSE:

To advance Bylaw #1176 to Third Reading having been given First and Second Reading at an open meeting of Council on November 28, 2014 and a Public Hearing on December 9<sup>th</sup>, 2014 for the “District of Ucluelet Zoning Amendment Bylaw No. 1176, 2014”.

### BACKGROUND:

Subsequent to the November 28<sup>th</sup> staff report (APPENDIX A) staff have been contacted by members of public in regards to the subject property. There has been a concern brought forward to Planning Staff on an alleged noncompliance to a Statutory Building Scheme (E110310) which appears on the subject property’s title. The District of Ucluelet is not a registered owner of this charge and as such the District of Ucluelet has no legal right or obligation to review, interpret or enforce this charge. It is the responsibility of the developer and/or other property owners subject to the Scheme to enforce it if there is a non-compliance. The Scheme is a private matter not binding on the District.

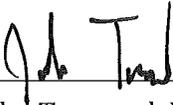
Another concern that has been brought forward is to an alleged noncompliance to the building’s siting. The building was built under building permit #U02-30 and an addition was built under building permit #07 -15. As the building has been issued building permits, it would have needed to conform to all aspects of the Zoning Bylaw current at the time. It is important to note that the minimum setback requirements for both the R-1 Zone and the VR-1 Zone are the same in all aspects, and both permit the existing single family residential use.

### SUMMARY:

Public comment on Bylaw 1176 has included concerns regarding a private Statutory Building Scheme and siting of the existing single family residential dwelling. The primary question before

Council is whether to change the subject property's zoning to allow for an optional Vacation Rental use. If Council wishes to address the alleged setback nonconformity, Council could consider the question of use first. If Council gives Bylaw No.1176, 2014 3rd reading, they could, at that time, also make a resolution: "That staff request the applicant to have a site survey completed and, if there is a non-conformity, to submit a setback variance application (Board of Variance or Development Variance Permit) prior to consideration of the 4<sup>th</sup> reading of Bylaw No. 1176, 2014".

**Respectfully submitted:**

  
\_\_\_\_\_

John Towgood, Planning Assistant



FOR REFERENCE



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).

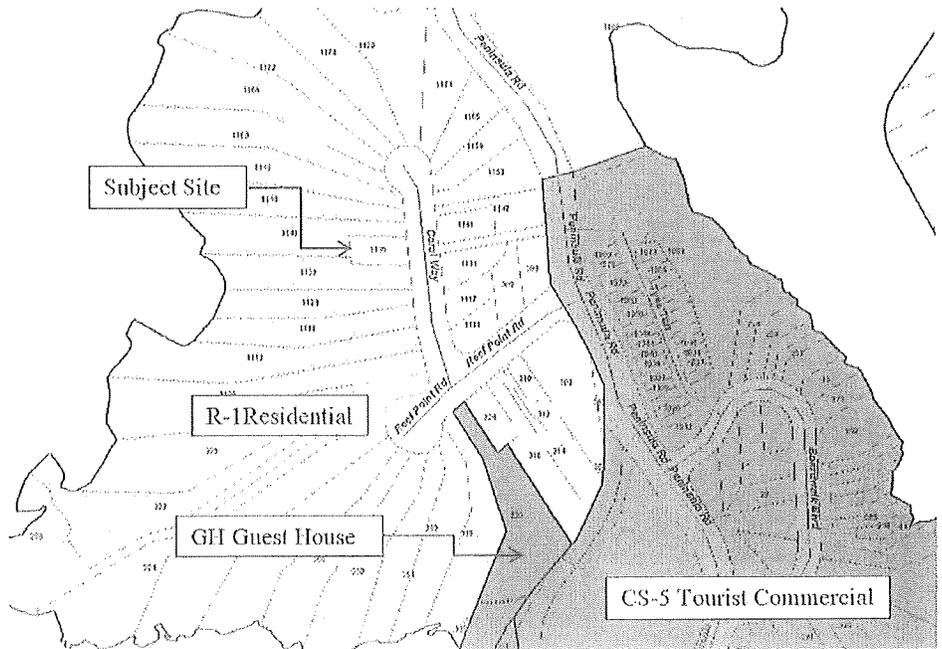
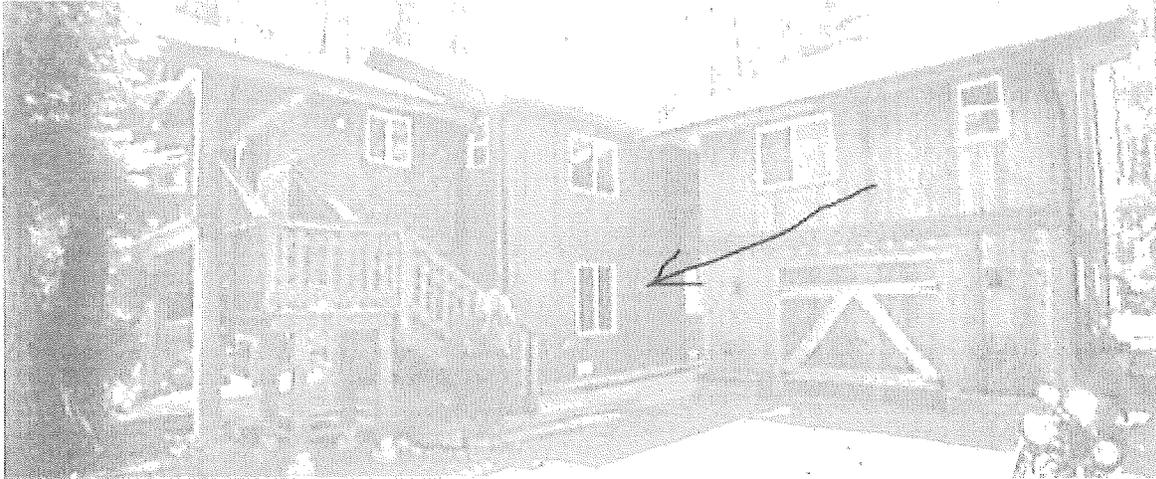


FIGURE 2

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).

**FOR REFERENCE**



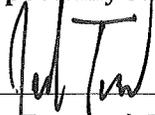
**Figure 3**

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

**FOR REFERENCE**

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

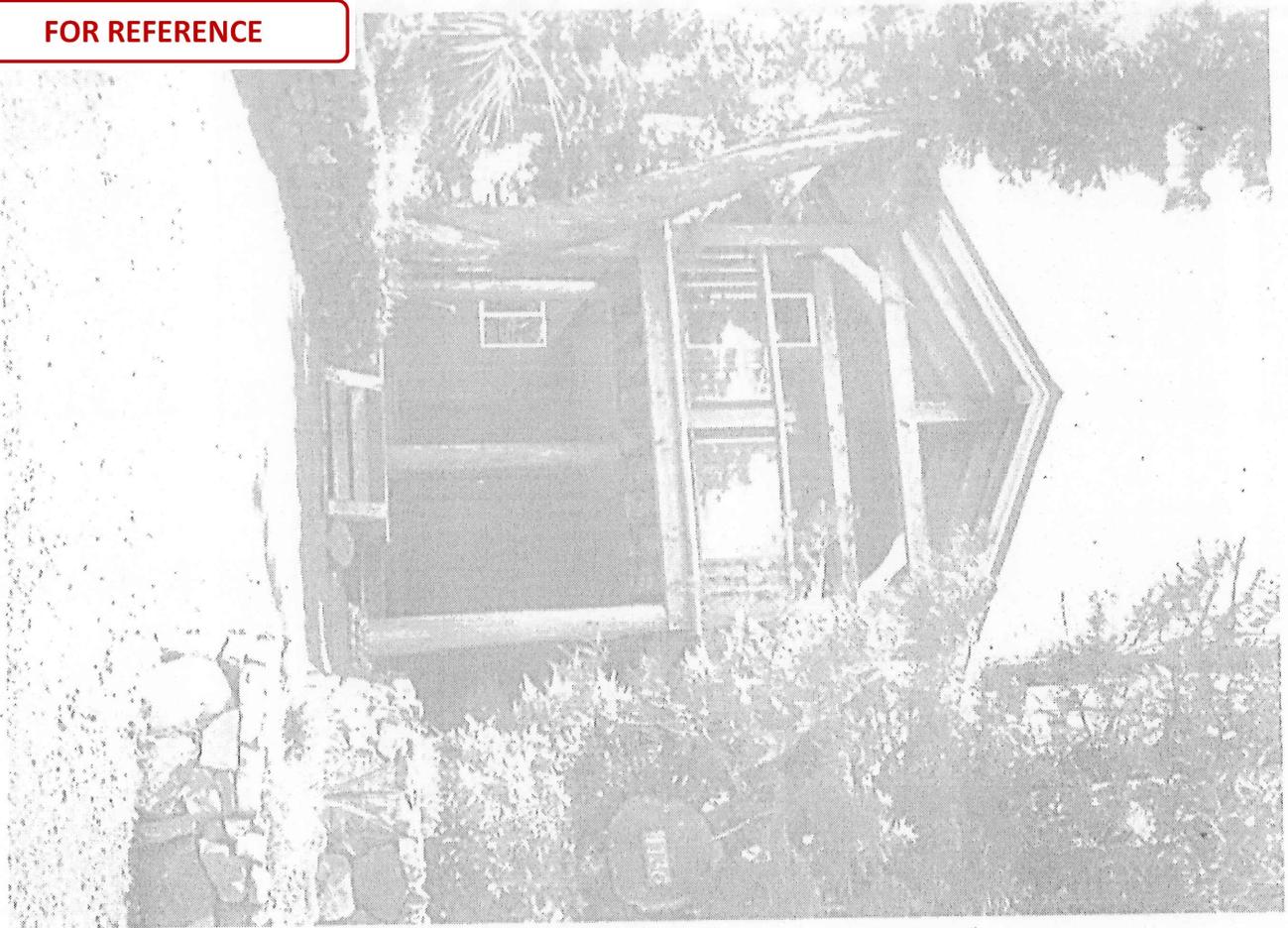
FOR REFERENCE



Main house on upper level &  
main house parking.

Stairs leading up to main house  
entrance.

FOR REFERENCE

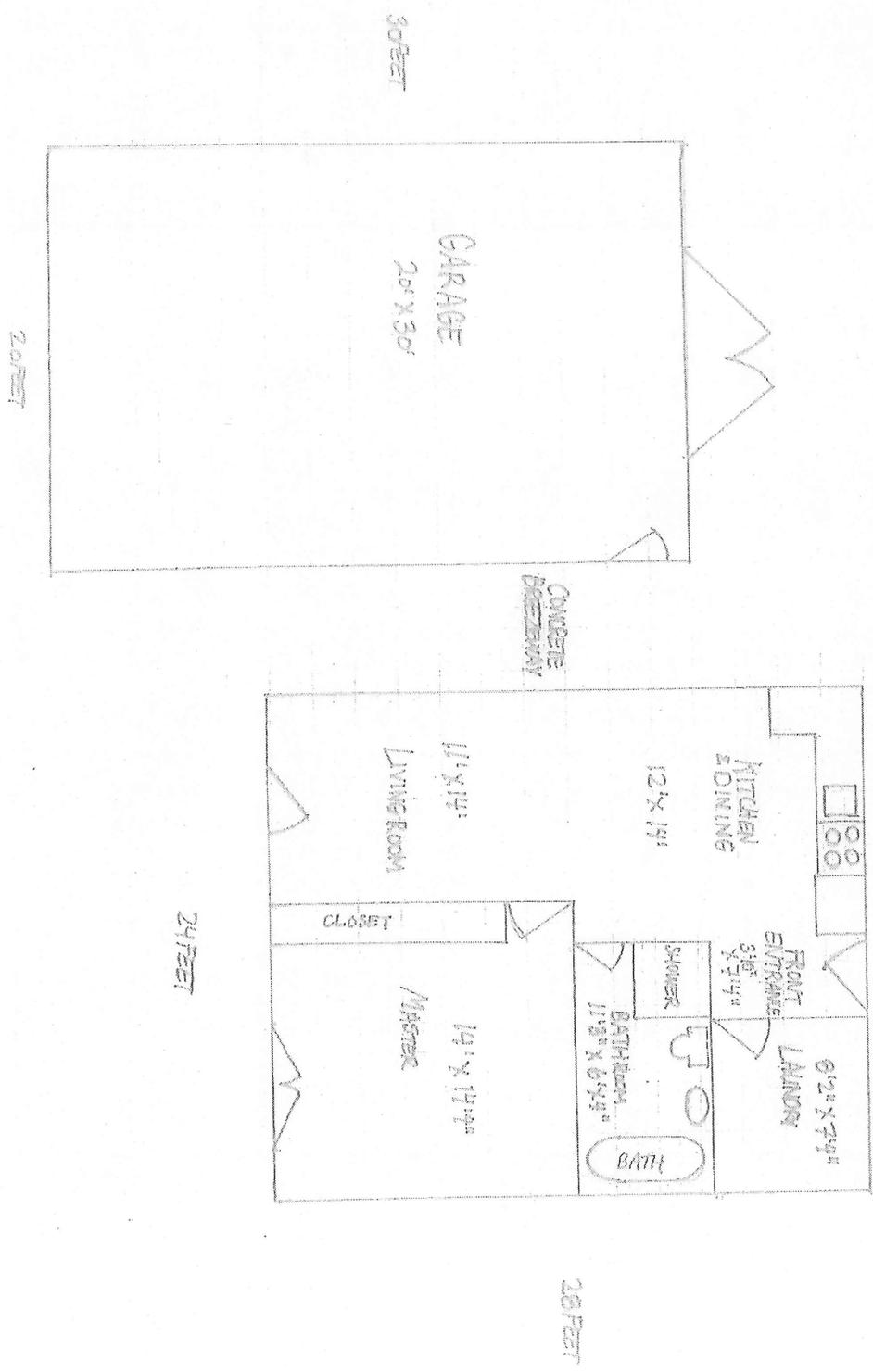


Bottom level entrance to  
1 Balm suite & suite  
parking  
Upper level entrance to  
main house

FOR REFERENCE

1156 Carol Way

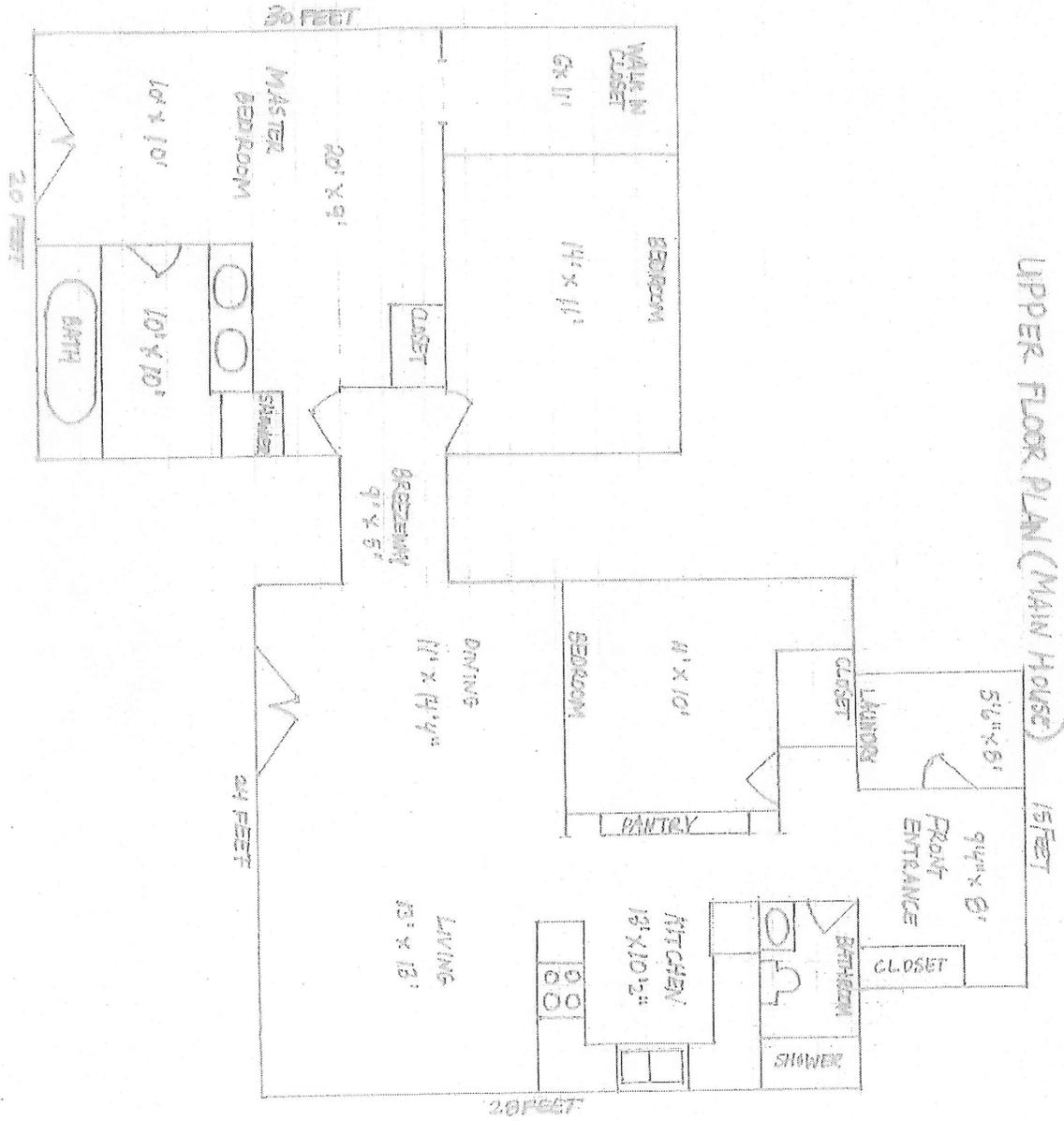
MAIN FLOOR PLAN (SUITE & GARAGE)



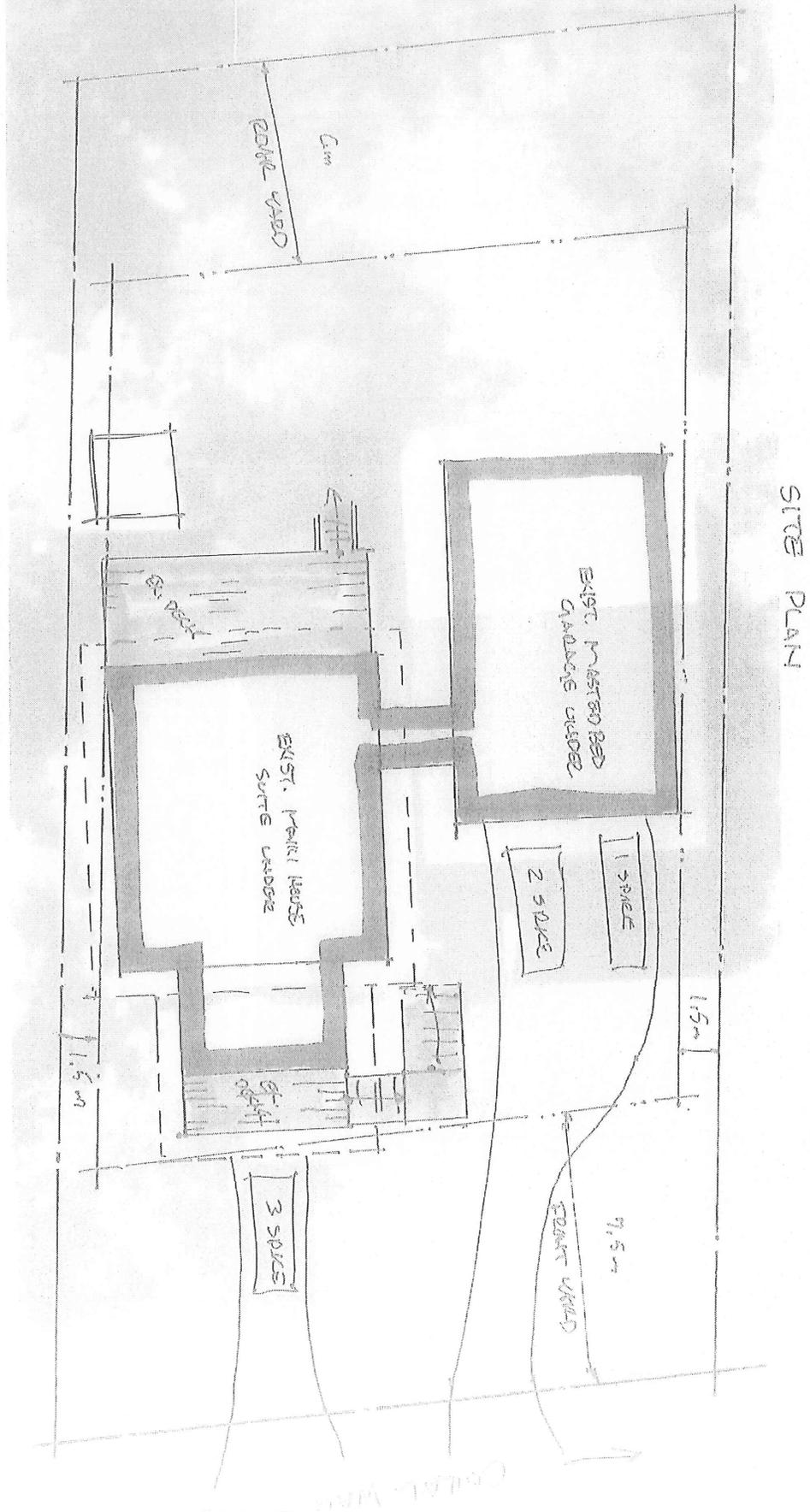
FOR REFERENCE

1136 Grand Way

UPPER FLOOR PLAN (MAIN HOUSE)



FOR REFERENCE



FOR REFERENCE



# 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

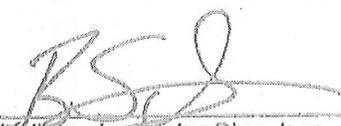
Date: May 9, 2013

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\WORDADMIN\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".

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**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, 2013 be amended accordingly.

**READ A FIRST TIME** this 28th day of October, 2014.

**READ A SECOND TIME** this 28th day of October, 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."

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Mayor  
Dianne St. Jacques

---

CAO  
Andrew Yeates

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

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CAO  
Andrew Yeates

SCHEDULE 'A'  
Bylaw 1176, 2014

