

AGENDA

REGULAR MEETING OF COUNCIL

Tuesday, April 26, 2016

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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**REGULAR MEETING OF COUNCIL
Tuesday, April 26, 2016 @ 7:30 PM
George Fraser Room, Ucluelet Community Centre,
500 Matterson Drive, Ucluelet**

AGENDA

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| 9.2 | Councillor Marilyn McEwen <i>Deputy Mayor July – September</i> <ul style="list-style-type: none"> • West Coast Multiplex Society • Ucluelet & Area Historical Society • Wild Pacific Trail Society • Vancouver Island Regional Library Board – Trustee => <i>Other Reports</i> | |
| 9.3 | Councillor Mayco Noel <i>Deputy Mayor October – December</i> <ul style="list-style-type: none"> • Ucluelet Volunteer Fire Brigade • Central West Coast Forest Society | |

- Ucluelet Chamber of Commerce
- Clayoquot Biosphere Trust Society - Alternate
- Signage Committee
- Community Forest Board

=> *Other Reports*

9.4 Councillor Randy Oliwa
Deputy Mayor January – March

- Vancouver Island Regional Library Board - Alternate
- Harbour Advisory Committee
- Aquarium Board
- Seaview Seniors Housing Society
- Education Liaison

=> *Other Reports*

9.5 Mayor Dianne St. Jacques

- Alberni-Clayoquot Regional District
- Coastal Community Network
- Groundfish Development Authority
- DFO Fisheries Committees for Groundfish & Hake
- Pacific Rim Harbour Authority
- Pacific Rim Arts Society
- Whale Fest Committee

=> *Other Reports*

10. REPORTS

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[Invitation to Attend 2016 Creative City Network Meet-Up](#)
13. NEW BUSINESS
14. QUESTION PERIOD
15. CLOSED SESSION
- Procedural Motion to Move In-Camera:*
 THAT the meeting be closed to the public in order to address agenda items under Section 90(1) (a), (c), and (k) of the *Community Charter*.
16. ADJOURNMENT

DISTRICT OF UCLUELET
MINUTES OF THE SPECIAL COUNCIL MEETING
HELD IN ACTIVITY ROOM ONE, 500 MATTERSON DRIVE
Tuesday, April 5, 2016 at 7:00 PM

Present: **Chair:** Mayor St. Jacques
 Council: Councillors McEwen, Oliwa, Mole, and Noel
 Staff: Jeanette O'Connor, Chief Financial Officer*;
 John Towgood, Planner I

*Recording Secretary

Regrets:

1 CALL TO ORDER

Mayor St. Jacques called the special meeting to order at 7:03 pm

2 RESOLUTION TO MOVE INTO CLOSED

2.1 2016-141

Moved by Councillor McEwen, seconded by Councillor Oliwa

THAT the meeting be closed to the public in order to address agenda items under Section 90(1), subsections (e) of the Community Charter.

CARRIED.

Mayor St. Jacques suspended the regular meeting and moved in-camera at 7:04 pm

3 ADJOURNMENT

16.1 Mayor St. Jacques adjourned the in-camera meeting at 7:28 pm

16.3 Mayor St. Jacques adjourned the regular meeting at 7:29 pm

CERTIFIED CORRECT: Minutes of the Special Council Meeting held on Tuesday, April 5, 2016 at 7:00 pm in Activity Room One, Ucluelet Community Centre, 500 Matterson Road, Ucluelet, BC.

Dianne St. Jacques
Mayor

Jeanette O'Connor
CFO

DISTRICT OF UCLUELET
MINUTES OF THE REGULAR COUNCIL MEETING
HELD IN THE GEORGE FRASER ROOM, 500 MATTERSON DRIVE
Tuesday, April 12, 2016 at 7:30 PM

Present: **Chair:** Mayor St. Jacques
 Council: Councillors McEwen, Oliwa, Mole, and Noel
 Staff: Jeanette O'Connor, Chief Financial Officer (Acting CAO);
 Morgan Dosdall, Recording Secretary

Regrets:

1 CALL TO ORDER

1.1 Mayor St. Jacques called the meeting to order at 7:30pm

2 ADDITIONS TO AGENDA

3 ADOPTION OF MINUTES

3.1 March 22, 2016 Regular Minutes

2016-142 **It was moved by Marilyn McEwen and seconded by Randy Oliwa**
 THAT the March 22, 2016 Regular Minutes be adopted as presented.

CARRIED.

4 UNFINISHED BUSINESS

5 MAYOR'S ANNOUNCEMENTS

6 PUBLIC INPUT, DELEGATIONS & PETITIONS

6.1 Public Input

(a) **R. Myck requested an update on the progress of the He-Tin-Kis / Coast Guard Road sidewalk**

- Council responded that the project is moving steadily forward but cannot speak to specifics due to legal restrictions

(b) **C. Smith requested that the District provide road maintenance in the OceanView development area (Marine Drive and Cynamocka Road)**

- Council thanked Mr. Smith for speaking

(c) **R. Parlee relayed the Harbour Advisory Commission's desire**

to have been consulted on decisions regarding new members to the commission

- Council explained the Harbour Authority's process in making commission appointments and thanked Mr. Parlee for speaking

6.2 Delegations

(a) **Ucluelet Volunteer Fire Brigade Ranking and Swearing In Ceremony**

- Delegates were welcomed and the ceremony introduced; a moment of silence was held for recently deceased RCMP Constable Sarah Beckett; UVFB officers and members were recognized and given their badges and collar pins; a 20-year service pin was presented to Captain Millar; 5-year service pins were presented to Captains Anderson and Galloway, and Member Schmidt; the UVFB recited the Swearing In Oath

7 CORRESPONDENCE

**7.1 Proclamation Request re: May as Missing Children's Month and May 25 as Missing Children's Day.
Child Find BC**

2016-143

It was moved by Randy Oliwa and seconded by Marilyn McEwen

THAT Council approve the following resolution:

WHEREAS Child Find British Columbia, a provincial member of Child Find Canada is a non-profit, registered charitable organization, incorporated in 1984;

AND WHEREAS the Mandate of Child Find British Columbia is to educate children and adults about abduction prevention; to promote awareness of the problem of missing children, and to assist in the location of missing children;

AND WHEREAS Child Find has recognized Green as the colour of Hope, which symbolizes a light in the darkness for all missing children;

AND WHEREAS Child Find's annual Green Ribbon of Hope Campaign will be held in the month of May and May 25th is National Missing Children's Day;

THEREFORE BE IT RESOLVED THAT I, Mayor St. Jacques of the District of Ucluelet, do hereby proclaim May as Child Find's Green Ribbon of Hope month and May 25th as National Missing Children's day. I urge our citizens to wear a green ribbon as a symbol of Hope for the recovery of all missing children; and to remain vigilant in our common desire to protect and nurture the youth of our Province.

CARRIED.

**7.2 Meeting Request re: Shared Service Agreements
Alberni-Clayoquot Regional District**

2016-144

It was moved by Sally Mole and seconded by Marilyn McEwen

THAT Council approve attending a meeting on April 20, 2016 in Port Alberni with ACRD member municipalities and First Nation governments to consider shared service agreements for the region.

CARRIED.

**7.3 Support re: Environmental Rights Resolution
City of Victoria Residents**

2016-145

It was moved by Marilyn McEwen and seconded by Sally Mole

THAT Council continue to support environmental rights and endorse initiatives that serve to promote and secure the right of every resident to live in a healthy environment, including the right to clean air, clean water, safe food and resilient, fully functioning ecosystems.

CARRIED.

**7.4 Support re: MFA Fossil-Fuel Divestment Resolution
District of Tofino**

2016-146

It was moved by Sally Mole and seconded by Mayco Noel

THAT Council endorse the City of Victoria resolution of February 11, 2016 Empowering Local Governments to Pursue Socially Responsible Investing, which states:

WHEREAS many local governments have committed to climate action and socially responsible investing;

AND WHEREAS a central strategy for climate change mitigation is to reduce emissions into the atmosphere relating to the consumption of fossil fuels, which includes divesting from fossil fuels and reinvesting in renewable sources of energy, employment and revenue;

AND WHEREAS local government are empowered in provincial legislation to invest through the Municipal Finance Authority, and the current investment portfolio offered by the Municipal Finance Authority does not include a fossil-fuel free investment option;

THEREFORE BE IT RESOLVED THAT the Association of Vancouver Island and Coastal Communities calls on the Municipal Finance Authority to create a fossil-fuel-free investment fund to provide local governments with an investment choice that aligns with priorities for climate action and social responsibility.

CARRIED.

8 INFORMATION ITEMS

**8.1 ACRD Signs Memorandum of Understanding with Tla-o-qui-aht
First Nations for West Coast Multiplex**

Alberni-Clayoquot Regional District

2016-147

It was moved by Sally Mole and seconded by Marilyn McEwen
 THAT Council receive information items.

CARRIED.

9 COUNCIL COMMITTEE REPORTS

9.1 Councillor Sally Mole
Deputy Mayor April – June

(a) Ucluelet & Area Child Care Society

- Upcoming AGM on May 19; will be looking for new members to join their board

(b) Westcoast Community Resources Society**(c) Coastal Family Resource Coalition**

- Met in early April; announcement made that Service Canada will be at the Coalition hub (at the community centre) on April 18 from 9:30-2pm to provide the community with access to their services

(d) Food Bank on the Edge=> **Other Reports**

9.2 Councillor Marilyn McEwen
Deputy Mayor July – September

(a) West Coast Multiplex Society

- AGM held April 4
- Group attended a Committee of the Whole meeting on March 29 to update the community on their plans; latest news is the Tla-o-qui-aht First Nation has attained a \$100k grant to go towards a business proposal and feasibility study for the Multiplex

(b) Ucluelet & Area Historical Society

- AGM held April 3; new board of eight directors elected, with seven returning; Claudia Cole is a new director
- Met April 11 to elect executives: Barb Gudbranson remains President, Shirley Martin remains Secretary, and Terry Smith remains Treasurer

(c) Wild Pacific Trail Society

- Met today with Charles Smith to discuss long term plans for an educational centre; currently looking at potential OceanWest land where building could reside

(d) Vancouver Island Regional Library Board – Trustee

=> Other Reports

- Council attended the Association of Vancouver Island Coast Communities (AVICC) convention this past weekend; heard the resolutions of coastal communities
- Joined with the Ucluelet Chamber of Commerce for a business walk earlier today
- Council toured the Ucluelet Harbour Seafoods plant today
- Council had an Official Community Plan (OCP) review meeting on April 6
- Attended the April 5 Committee of the Whole Meeting and heard from the Ucluelet & Area Historical Society and the Wild Pacific Trail Society; had discussions regarding the lightkeeper's house and potential uses for it

9.3 Councillor Mayco Noel
Deputy Mayor October – December

(a) Ucluelet Volunteer Fire Brigade

- Had quarterly meeting; group is doing well and looked forward to tonight's ceremony; heard comments on Yuułuʔiłʔatḥ Government losing their fire chief and what effects that will have; suggest reaching out to that community to make inquiries

(b) Central West Coast Forest Society

(c) Ucluelet Chamber of Commerce

(d) Tourism Ucluelet

- Met recently; discussed hotel percentages, which are up 35% from 2014-2015, showing an increase in tourist activity in town; website will be rolling out soon, put out a prototype last week; currently getting good responses from visitor surveys for a visitor services summary, which will be incorporated in the new website; discussing Tourism Vancouver Island Conference and associated activities to prepare

(e) Signage Committee

=> **Other Reports**

- Council attended April 5 Committee of the Whole meeting, as discussed by Councillor McEwen
- Council had a business walk today; want to note that if a business was missed, District should attempt to make the survey available to them

9.4 Councillor Randy Oliwa
Deputy Mayor January – March

(a) Vancouver Island Regional Library Board - Alternate

(b) Harbour Advisory Committee

(c) Aquarium Board

(d) Seaview Seniors Housing Society

- Annual fundraising raffle begins April 13 from 3-6pm at the Co-op booth; will also be running on Saturday; Society received donations from local businesses as prizes

=> **Other Reports**

- Attended Integrated Health meeting on April 11 in Yuułu?iŋ?ath community; group meets regularly to communicate on important topics, discern if there are any duplicated efforts, and to move forward on action items; Council is committed to liaising with this group and supporting them wherever possible; current major issue is locating physical space (facilities) to house integrated services; noted that Tofino Hospital now has nighttime admitting (3-11pm) and four new doctors; telehealth is coming to Bamfield; noted difficulty in finding space for nutritionists, as well; there is currently a push and support for hospice and advanced care training on the coast, and training staff in pain management; there is a full pain management clinic in Port Alberni looking to train four new people
- Attended AVICC with Council; enjoyed introduction to two Island Youth Councils, from Duncan and Nanaimo chapters; the youth councils encouraged giving youth an actual vote through committee admittance; would be interested in these activities coming to Ucluelet; introduced to concept of 'social procurement' where winning bids are given to those that have a social element in their bid (a "community return")

9.5 Mayor Dianne St. Jacques

(a) Alberni-Clayoquot Regional District

- Met March 23; Dr. Hasselback gave a presentation on health statistics for the region and re-iterated his willingness to assist local governments in the development of alcohol policy and facilitate discussion around medical marihuana; the CAO of Island Coastal Economic Trust will be visiting municipalities to solicit support in their aim to lobby for additional grant funds; West Coast Aquatic Stewardship Centre and Small Aquarium will open on May 1 in Harbour Quay in Port Alberni

(b) Coastal Community Network

- Met at the AVICC convention last weekend; discussed topics of joint interest, including ferries, ports, and derelict vessels; discussed topic of 'social procurement', which is the idea that every tax dollar spent should be leveraged against social benefits and values to ensure these factors are considered alongside financial cost; topic of social procurement will be included in upcoming OCP process for community input

(c) Groundfish Development Authority**(d) DFO Fisheries Committees for Groundfish & Hake**

- Upcoming meeting in Vancouver on April 15; this year's allocation is high at 130,000 metric tonnes; Council recently toured local fish processing facilities, where millions have been spent on updates to machinery and systems in order to process most fish; there are still fishermen who would like to process on foreign factory ships, but Council supports bringing fish to Canadian shores for processing

(e) Pacific Rim Harbour Authority**=> Other Reports**

- Met with Parks Canada on April 1; discussed their new wells and were assured by Parks that their water is a surface source and should not impact Ucluelet's aquifer; the District will assist Parks in ongoing monitoring of their wells to ensure District staff are alerted if the Parks' water usage does impact the recharging rates of Ucluelet's

aquifer

- Upcoming meeting with Parks Canada on April 18; will discuss the new trail going through Pacific Rim National Park, and start planning for the path; trail received a budget of \$17.7 million over 2 years
- Met with Ucluelet & Area Historical Society and Wild Pacific Trail Society on April 5; the WPT Society is expanding their educational programs, which is beneficial for local knowledge and visitor attraction; Council fully supports their endeavours in this area
- Met on April 5 to discuss the Official Community Plan process, which is due to start this fall; Council is looking forward to hearing from the community on topics such as: emergency services, bylaw enforcement officers, environment, parks and playgrounds, and economic development; Council will be looking for input to revisit and refresh the community's values and reflect those in the new OCP
- Council attended AVICC last weekend; met with the president of Vancouver Island University; discussed upcoming OCP process and plans to work with their students as was done during the last OCP process; Mayor attended the Mayor's meeting, which included discussion of shared issues among island municipalities, including: homelessness, RCMP costs and distribution, medical marihuana dispensaries, and doctor recruitment issues; also raised topic of a code of conduct or integrity commissioner to assist Councils when they get 'off track' or have internal difficulties

2016-148

It was moved by Randy Oliwa and seconded by Sally Mole.

THAT Council accept all committee reports.

CARRIED.

10 REPORTS

10.1 Expenditure Voucher G-07/16

Jeanette O'Connor, CFO

2016-149

It was moved by Marilyn McEwen and seconded by Mayco Noel

THAT Council receive Expenditure Voucher G-07/16.

CARRIED.

11 LEGISLATION

11.1 Ucluelet Harbour Regulation Bylaw Amendment Report

Jeanette O'Connor, CFO

- 2016-150 **It was moved by Marilyn McEwen and seconded by Mayco Noel**
THAT Council approve recommendation 1 of legislative report item "Harbour Regulation Bylaw Amendment - Proposed Bylaw No. 1193, 2016", which states:
1. *THAT Council gives Fourth Reading (and subsequent Adoption) to proposed District of Ucluelet Harbour Regulation Amendment Bylaw No. 1193, 2016.*
- CARRIED.
- 11.2 District of Ucluelet Harbour Regulation Amendment Bylaw No. 1193, 2016**
- 2016-151 **It was moved by Marilyn McEwen and seconded by Mayco Noel**
THAT Council give Fourth Reading and subsequent Adoption to District of Ucluelet Harbour Regulation Amendment Bylaw No. 1193, 2016.
- CARRIED.
- 11.3 Ucluelet Cemetery Bylaw Amendment Report**
Jeanette O'Connor, CFO
- 2016-152 **It was moved by Randy Oliwa and seconded by Marilyn McEwen**
THAT Council approve recommendation 1 of legislative report item "Ucluelet Cemetery Bylaw Amendment Report", which states:
1. *THAT Council give Fourth Reading and subsequent Adoption to proposed District of Ucluelet Cemetery Amendment Bylaw No. 1196, 2016.*
- CARRIED.
- 11.4 District of Ucluelet Cemetery Amendment Bylaw No. 1196, 2016**
- 2016-153 **It was moved by Marilyn McEwen and seconded by Mayco Noel**
THAT Council give Fourth Reading and subsequent Adoption to District of Ucluelet Cemetery Amendment Bylaw No. 1196, 2016.
- CARRIED.
- 11.5 Zoning Bylaw Amendment Report (1601 Peninsula Rd)**
John Towgood, Planner I
- 2016-154 **It was moved by Randy Oliwa and seconded by Marilyn McEwen**
THAT Council approve recommendation 1 of legislative report item "Proposal to amend Zoning Bylaw No. 1160, 2013 by adding the definition for Microbrewery and add Microbrewery as a permissible use to 1601 Peninsula within the Village Square Commercial (CS-1) Zone", which states:
1. *THAT Zoning Amendment Bylaw No. 1194, 2016 be given First and Second Reading and advanced to a Public Hearing.*
- CARRIED.
- 11.6 District of Ucluelet Zoning Amendment Bylaw No. 1194, 2016**
- 2016-155 **It was moved by Marilyn McEwen and seconded by Mayco Noel**

THAT Council give First Reading to District of Ucluelet Zoning Amendment Bylaw No. 1194, 2016.

CARRIED.

2016-156

It was moved by Sally Mole and seconded by Marilyn McEwen

THAT Council give Second Reading to District of Ucluelet Zoning Amendment Bylaw No. 1194, 2016.

CARRIED.

11.7 Zoning Amendment Bylaw Report (Lot 5, Plan VIP76227)

John Towgood, Planner I

2016-157

It was moved by Marilyn McEwen and seconded by Mayco Noel

THAT Council approve recommendation 1 of legislative report item "Proposal to amend Zoning Bylaw No. 1160, 2013 by removing Lot: 5, Plan: VIP76227 District: 09 from Section CD-1 and place it in VR-1 – Vacation Rental", which states:

1. *THAT Zoning Amendment Bylaw No. 1190, 2016 be given Third Reading.*

CARRIED.

11.8 District of Ucluelet Zoning Amendment Bylaw No. 1190, 2016

2016-158

It was moved by Marilyn McEwen and seconded by Mayco Noel

THAT Council give Third Reading to District of Ucluelet Zoning Amendment Bylaw No. 1190, 2016.

CARRIED.

11.9 Zoning Amendment Bylaw Report (Lot 50, Plan VIP79602)

John Towgood, Planner I

2016-159

It was moved by Mayco Noel and seconded by Randy Oliwa

THAT Council approve recommendation 1 of legislative report "Proposal to amend Zoning Bylaw No. 1160, 2013 by removing Lot: 50, Plan: VIP79602, District: 09, from Section CD-3A.1.4 and place it in GH – Small Lot Single Family Residential ", which states:

1. *THAT Zoning Amendment Bylaw No. 1191, 2016 be given Third Reading.*

CARRIED.

11.10 Zoning Amendment Bylaw No. 1191, 2016

2016-160

It was moved by Marilyn McEwen and seconded by Mayco Noel

THAT Council give Third Reading to Zoning Amendment Bylaw No. 1191, 2016.

CARRIED.

12 LATE ITEMS

Late items will be addressed here but will appear as addenda items.

13 NEW BUSINESS

13.1 Clr. Oliwa raised the question of Council discussing social procurement by means of opening up Island Health food contracts to local farmers; Mayor St. Jacques noted that the current capacity of local farmers is insufficient for Island Health contracts, but that several municipalities are pursuing the question already; Council agreed to entertain future discussion and stay informed on the topic

14 QUESTION PERIOD

14.1 Council received questions and/or comments from the public regarding:

- Clarification on resolution passed in support of MFA fossil-fuel-free investment

15 CLOSED SESSION**15.1 Procedural Motion to Move In-Camera**

2016-161

It was moved by Randy Oliwa and seconded by Sally Mole

THAT the meeting be closed to the public in order to address agenda items under Section 90(1)(d) and (k) of the Community Charter.

CARRIED.

15.2 Mayor St. Jacques suspended the regular meeting and moved in-camera at 8:48pm

16 ADJOURNMENT

16.1 Mayor St. Jacques adjourned the in-camera meeting at 10:20pm and resumed the open meeting at 10:21pm

16.2 Mayor St. Jacques adjourned the regular meeting at 10:22pm

CERTIFIED CORRECT: Minutes of the Regular Council Meeting held on Tuesday, April 12, 2016 at 7:30 pm in the George Fraser Room, Ucluelet Community Centre, 500 Matterson Road, Ucluelet, BC.

Dianne St. Jacques
Mayor

Andrew Yeates
CAO



DISTRICT OF UCLUELET

Request to Appear as a Delegation

All delegations requesting permission to appear before Council are required to submit a written request or complete this form and submit all information or documentation by 11:00 a.m. the Wednesday preceding the subsequent Council meeting. Applicants should include the topic of discussion and outline the action they wish Council to undertake.

All correspondence submitted to the District of Ucluelet in response to this notice will form part of the public record and will be published in a meeting agenda. Delegations shall limit their presentation to ten minutes, except by prior arrangement or resolution of Council.

Please arrive by 7:20 p.m. and be prepared for the Council meeting. The Mayor (or Acting Mayor) is the chairperson and all comments are to be directed to the chairperson. It is important to address the chairperson as Your Worship or Mayor St. Jacques.

The District Office will advise you of which Council meeting you will be scheduled for if you cannot be accommodated on your requested date. For more information contact the District Office at 250-726-7744 or email info@ucluelet.ca.

Requested Council Meeting Date: April 26th (Evening)

Organization Name: Synergy Sustainability Institute

Name of person(s) to make presentation: Jill Doucette and Tina Stokvis

Topic: Vancouver Island Green Business Program

Purpose of Presentation: Information only
 Requesting a letter of support
 Other (provide details below)

Please describe:

The Vancouver Island Green Business Program was launched in 2013 to help businesses reduce their environmental impact and operational costs. It has been successful in the Capital Regional District and the non-profit aims to bring the program to Tofino and Ucluelet. We hope to gain support from council and we would like to hear from council how we can align the program with the District's goals.

Contact person (if different from above): Jill Doucette

Telephone Number and Email: 250 589 2599 jill@synergyenterprises.ca

Will you be providing supporting documentation? Yes No

If yes, what are you providing?

Handout(s)
 PowerPoint Presentation

Note: Any presentations requiring a computer and projector/screen must be provided prior to your appearance date. The District cannot accommodate personal laptops.

Subject: BC Spill Response Regime Workshop Agenda and Intentions Paper
Attachments: FINAL IP3 April 2016.pdf; Spill Response Symposium Agenda.pdf

From: WWW ENVMail ENV:EX [<mailto:env.mail@gov.bc.ca>]

Sent: April-05-16 2:42 PM

Subject: BC Spill Response Regime Workshop Agenda and Intentions Paper

Reference: 297998

April 5, 2016

As noted in my previous email, please find attached a copy of the agenda for the workshop and a copy of the third intentions paper on spill preparedness, response and recovery, released April 5. If you would like to attend the workshop, please confirm your attendance via email to our Logistics Coordinator, Sara Bacic, at Sara.Bacic@gov.bc.ca. In your confirmation, please indicate your name, the organization you will be representing and any dietary restrictions.

When reviewing the intentions paper, please consider the proposed legislation, regulation and policy within and provide comments to the ministry in writing to spillresponse@gov.bc.ca by June 30. These comments will be integral in the continued development and implementation of the regime.

Sincerely,

Anthony Danks
Executive Director
Spills Response Regime Project

Attachments

From: Bacic, Sara ENV:EX [<mailto:Sara.Bacic@gov.bc.ca>]
Sent: Friday, April 15, 2016 10:38 AM
To: Morgan Dossdall <mdossdall@ucluelet.ca>
Subject: RE: Save the date: BC's Spill Response Regime Engagement Workshop

Hi Morgan,

I'm sorry to hear that the Mayor is unable to attend. The Mayor can still provide their views and perspectives with regards to our 3rd intentions paper via the web. This paper is what will be discussed at the workshop and you can now provide your feedback online at www.gov.bc.ca/spillresponse until June 30th. There is an option to sign up for email notifications that will advise you when new content has been posted to the web site.

Please let me know if you have any further questions.

Sara Bacic

Note From Staff: Intentions Document not included in agenda package due to size constraints. Document is available via online agenda [PDF; 80 pages]

Request for Input re: BC Spill Response Regime, Proposed Leg...



Symposium on Land Based Spill Preparedness and Response in British Columbia

*“Achieving World Class Practices through
Communication, Cooperation and Collaboration”*

April 20, 2016 – April 21, 2016

Executive Airport Plaza Hotel
7311 Westminster Highway
Richmond, B.C.

The Ministry of Environment is pleased to host this two-day workshop on BC’s Spills Management Regime. The workshop will provide you with an enhanced understanding of the ministry’s intentions for continued development and implementation of this regime and opportunity to provide feedback on the ministry’s intentions. You will leave this workshop with a clear understanding of the ministry’s path forward to implementation of the regime, as well as your role in both the process and future state.

LAND BASED SPILL PREPAREDNESS AND RESPONSE IN BRITISH COLUMBIA

DAY ONE: Wednesday, April 20, 2016

| | |
|-------------------|---|
| 8:00am – 9:00 am | <i>Participant Registration, Coffee, Tea and Pastries</i> |
| 9:00am – 9:20am | Opening address and First Nations Prayer (Plenary Session) |
| 9:20am – 10:00am | Spill Preparedness and Response Regime Overview (Plenary Session) <i>Anthony Danks, Executive Director, Ministry of Environment</i> |
| 10:00am – 10:10am | Legislation and Regulations Overview (Plenary Session) <i>Daphne Dolhaine, Legislation, Regulation and Policy Lead, Ministry of Environment</i> |
| 10:10am – 10:30am | Symposium Overview (Plenary Session) <i>Berlineaton, Facilitators</i> |
| 10:30am – 11:00am | <i>Break</i> |
| 11:00am – 4:30pm | <p>Breakout Session Topics</p> <p><i>For the next 1.5 days, all participants will circulate through all of the following 10 breakout topics</i></p> <ol style="list-style-type: none"> 1. Who is a Regulated Person? 2. Contingency Plans 3. Drills, Exercises and Substance Reporting 4. Geographic Response Plans 5. Preparedness and Response Organization (PRO): Legislation and Certification 6. PRO: Functions and Capabilities 7. PRO: Relationships within the Spill Preparedness and Response System 8. PRO: Area Response Plans 9. Response Reporting and Times 10. Recovery and Restoration |
| 11:00am – 12:00pm | Breakout Session 1 |
| 12:00pm – 1:00pm | <i>Lunch</i> |
| 1:00pm – 1:50pm | Breakout Session 2 |
| 1:50pm – 2:35pm | Breakout Session 3 |
| 2:35pm – 2:50pm | <i>Break</i> |
| 2:50pm – 3:40pm | Breakout Session 4 |
| 3:40pm – 4:30pm | Breakout Session 5 <i>and</i> Day One Closing Activities |
| 5:00pm – 7:00pm | Meet and Greet Reception |

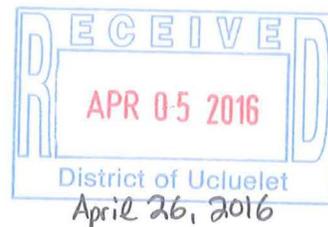
“Achieving World Class Practices Through Communication, Cooperation and Collaboration”

Request for Input re: BC Spill Response Regime, Proposed Leg...

LAND BASED SPILL PREPAREDNESS AND RESPONSE IN BRITISH COLUMBIA

DAY TWO: Thursday, April 21, 2016

| | |
|-------------------|---------------------------------|
| 8:00am – 9:00am | <i>Coffee, Tea and Pastries</i> |
| 9:00am – 9:30am | Day 2 Overview and Check-in |
| 9:30am – 10:20am | Breakout Session 6 |
| 10:20am – 11:05am | Breakout Session 7 |
| 11:05am – 11:15am | <i>Break</i> |
| 11:15am – 12:00pm | Breakout Session 8 |
| 12:00pm – 1:00pm | <i>Lunch</i> |
| 1:00pm – 1:50pm | Breakout Session 9 |
| 1:50pm – 2:40pm | Breakout Session 10 |
| 2:40pm – 3:30pm | Closing Plenary |



March 22, 2016

**Attention: Honourable Mayors,
Members of Council and
Chief Administrative Officers**

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

Re: National Public Works Week, May 15-21, 2015 – "Public Works – Always There"

The Public Works Association of British Columbia (PWABC) is seeking your support to recognize and promote National Public Works Week (NPWW) by acknowledging May 15-21, 2016 as National Public Works Week in your community. This year's theme is "Public Works – Always There".

National Public Works Week is observed each year during the third full week of May and this is the 56th year. NPWW calls attention to the importance of public works in community life and seeks to acknowledge the efforts of tens of thousands of men and women in North America who provide and maintain civil infrastructure and services. NPWW also allows Councils to remind the public of the 24/7 services that they are responsible for and are proud of. Many Councils and Public Works departments make this an annual celebration in their communities.

The APWA encourages public works agencies and professionals to take the opportunity to celebrate the week by parades, displays of public works equipment, high school essay contests, open houses, programs for civic organizations and media events. The occasion is marked each year with scores of resolutions and proclamations from Mayors and Premiers and raises the public's awareness of public works issues and increases confidence in public works agencies like yours who are dedicated to improving the quality of life for present and future generations.

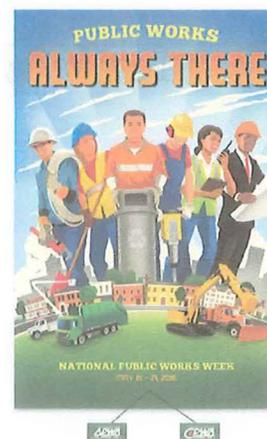
For your convenience, I have attached a sample Council proclamation that you may consider using. A digital copy is available on our website www.pwabc.ca as well as further information about this year's theme and resources on making your Public Works Week a success. If you have any further questions or require any additional information, please do not hesitate to contact Jeannette Austin, Executive Director at 250.819.6290. Thank you for making a difference.

Please note that we have a new address and declarations should be forwarded to:

**PWABC
#102 – 211 Columbia ST
Vancouver BC V6A 2R5**

Yours truly,

Deryk Lee, PWABC President



JUN 21 1994

PROCLAMATION
"Community Begins Here"
PUBLIC WORKS WEEK
MAY 15-21, 2016

WHEREAS: public works infrastructure, facilities and services are vital to the health, safety and well-being of the residents of (Enter your city/municipality/town/etc name); and

WHEREAS: such facilities and services could not be provided without the dedicated efforts of public works professionals, engineers and administrator who are responsible for building, operating and maintaining the public works systems that serve our citizens; and

WHEREAS: the Public Works Association instituted Public Works Week as a public education campaign "to inform communities and their leaders on the importance of our nation's public infrastructure and public works services"; and

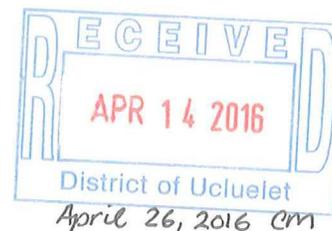
WHEREAS: it is in the public interest of citizens and civic leaders to gain knowledge of the public works needs and programs of their respective communities;

WHEREAS: Public Works Week also recognizes the contributions of public works professionals.

NOW THEREFORE, I, (Enter Mayor's Name), Mayor of the (Enter your city/municipality/town/etc name), do hereby proclaim the week of May 15-21, 2016, as Public Works Week in Enter your municipality.

Dated this day of _____, 2016.

(Enter Mayor's Name), Mayor



April 8, 2016

Ref: 166815

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

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

Dear Mayor St. Jacques:

The Province of British Columbia knows that British Columbians have expressed an interest in seeing greater choice, convenience and competition in the availability and provision of transportation and accommodation services. Companies such as Uber, Lyft and Airbnb may present opportunities to meet changing public expectations.

In considering the opportunities that these services may provide, it is important that the Province understands any impacts that could result for consumers, host communities and existing service providers. The many people currently providing passenger and accommodation services in British Columbia have made investments, providing jobs and valuable contributions to the economy. Thought must be given as to how any new services are regulated, recognizing the need to be respectful of existing industry participants while at the same time being fair and equitable to any possible new entrants to these sectors.

To this end, over the coming months, I will be meeting with a wide array of stakeholders to explore issues pertaining to the sharing economy and develop a better understanding of the opportunities and challenges that they provide for citizens and communities.

Locally elected officials from both urban and rural regions will have important perspectives on the issues and opportunities surrounding the sharing economy, and I am eager to draw these out as part of the consultation process. It is my hope that I will be able to engage with as many local governments as possible in person over the coming months. Regardless of whether we are able to undertake this discussion in person, I would also value the opportunity to review your thoughts on this matter via any written submission you may care to provide to me, and I encourage you to consider sending your thoughts to me directly by email at: CSCD.Minister@gov.bc.ca.

Your perspectives could include ideas on how sharing and existing service economies could be integrated, on perceived challenges and opportunities, and on provincial and local government roles in regulating and facilitating any changes we might contemplate.

.../2

Ministry of Community,
Sport and Cultural Development and
Minister Responsible for TransLink

Office of the Minister

Mailing Address:
PO Box 9056 Stn Prov Govt
Victoria BC V8W 9E2
Phone: 250 387-2283
Fax: 250 387-4312

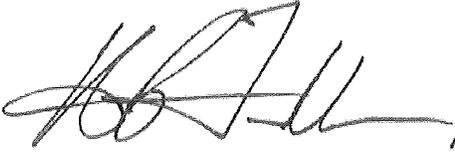
Location:
Room 310
Parliament Buildings
Victoria BC

www.gov.bc.ca/cscd

Her Worship Mayor Dianne St. Jacques
Page 2

I look forward to hearing from you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Peter Fassbender', with a long horizontal flourish extending to the right.

Peter Fassbender
Minister

Subject: BCEDA Membership Invitation

From: Ashleigh Volcz [<mailto:ashleigh@bceda.ca>]

Sent: Thursday, April 07, 2016 1:40 PM

To: 'Ashleigh Volcz' <info@bceda.ca>

Subject: BCEDA Membership Invitation



The British Columbia Economic Development Association (BCEDA) is your economic development network in British Columbia offering in-depth knowledge of BC's economic development information, resources, and contacts, all of which can be valuable in positioning and promoting your community or organization. For 35 years, BCEDA has been dedicated to advancing the economic development profession and to improving the economy of BC communities by providing an active network of communications, information and education.

During the month of April, BCEDA is offering 25% off memberships!

[Please click here to purchase your membership](#) with the fastest growing economic development association in Canada.

Some of the benefits of BCEDA Membership include:

- Networking opportunities and strategic partnerships
- [Extensive Resource Library](#)
- [Dental and extended health care program](#)
- Bi-Annual Salary and Benefits Survey
- Discounted rates for [Annual professional development Summit](#) and other events
- A great way to substantiate your organization's professional development
- Monthly newsletter which includes RFP's, job postings, current events and more
- A listing in the [Invest in British Columbia](#) magazine
- [Discounts](#) with some of our partner organizations (Westin Bayshore, Best Western, Kal Tire, Sheraton YVR, etc.)
- BCEDA website profile and links to other economic development sites and articles
- [Annual Economic Development Awards](#)
- No charge [event](#) and [job postings](#)
- State of the BC Economic Development Industry Annual Report

2016 BC Economic Summit

BCEDA's next annual Summit is being held from June 12th to 14th, 2016 in Richmond, BC. This year's Summit, Past, Present & Future, will celebrate BCEDA's 35th Anniversary by honouring the past, embracing the present, and shaping the future. Connect with forward-looking strategic leaders to learn how to increase productivity, competitiveness, and make the most of your community's economic development potential. The program features keynote presentations by distinguished experts, relevant, highly practical and interactive workshops on hot topics. Immediately following the Summit, BCEDA will host IEDC's Business Retention & Attraction Course from June 15th to 16th – Register for the Summit and Course to save!

[Click here for more information on the 2016 BC Economic Summit.](#)

[Click here to read about the BC Economic Development Awards.](#)

Please do not hesitate to contact me if you have any questions.

Warm regards,

Ashleigh Volcz

British Columbia Economic Development Association
Director of Member Initiatives

#102-9300 Nowell St, Chilliwack BC V2P 4V7

T: 604.795.7119 | F: 604.795.7118 | M: 604.316.5620

www.bceda.ca



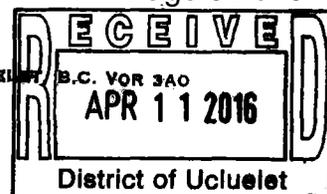
[2016 BC Economic Summit – June 12th to 14th](#)



ADDRESS ALL COMMUNICATIONS
TO THE SECRETARY



BOX 99, UCLUELET



Army, Navy & Air Force Veterans in Canada

April 26, 2016 CM

Ucluelet Unit No. 293

UCLUELET, BRITISH COLUMBIA

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

February 1, 2016

Dear Mayor and Council,

At our January 12 meeting, the Executive of the Army, Navy & Air Force Veterans in Canada, Unit 293 discussed your letter (forwarded to us on Nov 10/15) regarding parking at the Unit's facility during the summer.

It was a surprise to read of the perception that the unit does not pay taxes. You will be well aware that we do, in fact, albeit with the support of the District's grant-in-aid program.

We would like to inform Council that we are happy to work together on this and other issues and are open to this use of our facility. We have long-standing informal agreements with both Matterson House restaurant and Norwoods which permit parking by their customers and staff in our lot. Given the fact that we are a volunteer-run organization, and have no parking enforcement infrastructure in place, this offer extends to daytime use by all residents and visitors alike. This offer led to inconveniences in advance of our Remembrance Day activities, but we are willing to take responsibility for this.

The Executive agreed, however, that we would be opposed to signage indicating this. We feel that signage would encourage the use of the lot by RV's. This, we feel, would lead to both practical issues and possibly to issues arising from overnight use which would likely impact the activities of the Unit and the perception of the Unit among our local hospitality providers.

Please let us know if there is any further action to be taken regarding this matter.

Respectfully,

Jake Van Dort

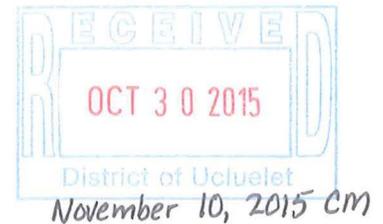
President

Army, Navy & Air Force Veterans in Canada, Unit 293

Filecode: 0220-60 2015
X-Ref:
Forwarded to: Council, Andrew
| Physical [X] Electronic

FOR REFERENCE

Untitled



Mayor and Council
Ucluelet BC
October 25, 2015.

Re: Public Parking in the area of Peninsula Road and Bay Street, bordered by Main Street, with reference to the availability of parking spaces at the Army and Navy Building and parking lot.

There is congestion in this area at most daylight hours especially during the summer tourist season. Parking spills out onto the road in an unsafe manner as people try to access the services and businesses along Peninsula Road. Most people do not obey signage that indicates private parking areas.

A suggestion for the future would be to utilize the spaces at the Army and Navy parking lot during the day and night when there is no activity. Make this space public parking to help ease the congestion.

Page 1

FOR REFERENCE

Untitled

The Army and Navy is a non profit organization and pays no municipal taxes so this could be their contribution to the well being of the village. Please consider this in your budget for the calendar year 2016.

We would like this to be a priority item for next year. Parking is a major issue in our town.

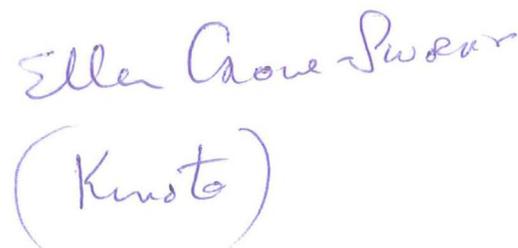
Respectfully submitted.

Marcelle Noel

Crowe-Swords.

A handwritten signature in blue ink, appearing to read "Marcelle Noel", with a large, stylized flourish above the name.

Ellen

A handwritten signature in blue ink, appearing to read "Ellen Crowe-Swords", with "(Kinote)" written below it in parentheses.

Page 2

Subject: BC Rural Dividend program opens for applications

From: Michael McLaughlin [<mailto:futures@ruralfutures.ca>]

Sent: April-08-16 9:37 AM

To: Michael McLaughlin <futures@ruralfutures.ca>

Subject: BC Rural Dividend program opens for applications

Dear CAO, Mayor or District Manager:

The BC Ministry of Forests, Lands and Natural Resource Operations announced the BC Rural Dividend funding program on April 4, 2016. The three-year program is highly flexible, oriented to community capacity building and economic development and open only to communities under 25,000. The fund is \$25M for each of three years.

Deadline for applications is May 31, 2016.

Importantly for many small communities, up to \$10,000 is available for feasibility studies with no matching fund requirement. Single applicant capital projects are funded up to 80% with a \$100,000 ceiling.

[BC Rural Dividend Program Guide](#)

Many of you will know me as a community economic development professional or as Manager of AHOY BC. I have 18 years of experience raising funds, completing feasibility studies and managing economic development programs.

I offer you my services in completing an application for this funding program. I would be happy to share more information about my qualifications. Please contact me.

Sincerely,

Michael McLaughlin
Rural Futures
604 886-3700

1 Introduction

This document serves as the BC Rural Dividend Program (Program) Guide for the first application intake for 2016/17. It is intended to provide Program information to inform prospective applicants interested in applying for funding, and to offer direction in how to apply to the Program.

This document will be revised and reissued for future intakes to the Program.

1.1 » First Application Intake for 2016/17

The first application intake commences on April 4, 2016. The deadline for applications is 4:30 pm PDT on Tuesday, May 31, 2016.

Applications and all Mandatory Supporting Documentation must be submitted via email and received by the BC Rural Dividend Program Office by this time and date.

1.2 » Second Application Intake for 2016/17

There will be a second intake of applications for 2016/17 commencing on Monday, October 3, 2016, with a deadline of 4:30 pm PDT on Monday, October 31, 2016.



2 Program Information

2.1 » Program Overview

The BC Rural Dividend Program assists rural communities with a population of 25,000 or less in strengthening their community resilience, and supporting their social, cultural and economic viability.

The Program is providing \$25 million a year over three years, beginning in 2016, to help rural communities across British Columbia reinvigorate and diversify their local economies, making them more attractive places to live and work.

The Program aims to contribute to the overall wellness, sustainability and livability of small rural communities. It recognizes the diversity among rural B.C. communities and ensures that funded projects support the unique vision and needs of each individual community and the local citizens.

The Program was developed in consultation with the Rural Advisory Council, made up of 13 members from across rural B.C. with a mandate to advise the government on how to best support rural prosperity and thriving rural communities across the province.

The Program is administered by the B.C. Ministry of Forests, Lands and Natural Resource Operations.



2.2 » Eligibility Criteria

Eligibility of applications will be determined based upon:

- › Eligibility of applicant
- › Eligibility of community
- › Full completion of the application, including all Mandatory Supporting Documentation
- › Application submitted before the intake deadline

In the event an application is determined to be ineligible, the applicant will be notified and such applications will not be considered for funding.

2.3 » Eligible Communities

The goal of the Program is to assist small rural communities across British Columbia. The applications must demonstrate how the proposed project will support either:

- › A community with a population of 25,000 or less¹, located outside of Metro Vancouver² and the Capital Regional District.^{3 4}
- › An unincorporated area with a population of 25,000 people or less.

¹ Population figures must be based on Statistics Canada 2011 figures (including census agglomeration areas if applicable) www12.statcan.gc.ca/census-recensement/2011/as-sa/fogs-spg/select-Geo-Choix.cfm?Lang=Eng&GK=CMA&PR=10#PR59

² Metro Vancouver www.metrovancouver.org

³ Capital Regional District www.crd.bc.ca

⁴ Exceptions will be considered, e.g. communities in Juan de Fuca and Southern Gulf Islands Electoral Areas.



2.4 » Eligible Applicants

Local Government

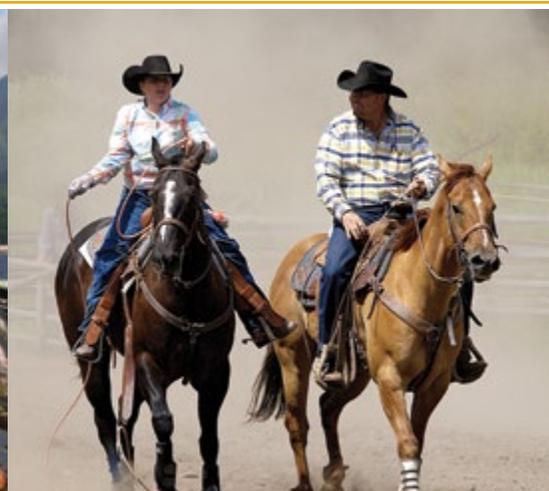
- › A municipal or regional government established by or under British Columbia legislation with a population of 25,000 people or less.
- › An unincorporated area with a population of 25,000 people or less whose application is submitted through a regional district or a not-for-profit organization. A community, for the purpose of application to the Program, is considered to be a settlement area within a regional district electoral area. A community's boundaries may also coincide with a service area boundary (existing or proposed).

First Nations

- › A band council within the meaning of Section 2 of the *Federal Indian Act* or any successor to a band council established under federal legislation, governing bodies of treaty First Nations, Nisga'a Lisims Government and a Nisga'a Village Government.
- › A corporation controlled by a First Nation.

Not-for-Profit Organizations

- › A not-for-profit organization based in an Eligible Community and whose mandate is focused on an Eligible Community.
- › An organization incorporated as a not-for-profit corporation or society formed under an Act of Canada or a province or territory of Canada and in good standing under the relevant Act.



2.5 » Eligible Partners

- › Eligible Applicants can partner with governments, First Nations or not-for-profit organizations to deliver a project. The partner(s) must meet the criteria of Eligible Applicant and have an active role in the project. And they may or may not contribute financially to the project.
- › Additionally, an Eligible Applicant can partner with for-profit entities as long as the proposed project identifies broad community benefits and does not negatively impact other businesses.

2.6 » Project Categories

The Program includes four broadly defined project categories designed to offer communities flexibility in applying for Program funding, and the opportunity to develop a wide range of solutions to the challenges their communities are facing. Project categories are outlined below.

1 Community Capacity Building

Projects that build the resources, capabilities and capacities of communities to deal with their key economic challenges and changes.

Projects that provide or improve community services to support economic diversity, expand market accessibility and enhance quality of life to attract investment.

2 Workforce Development

Projects that offer training and skills development opportunities, especially for youth, so they stay in the community or return if they have left.

Projects that help ensure resilience in the local workforce by attracting, retaining and training workers.

3 Community and Economic Development

Projects that help rural communities plan to build a foundation for economic growth or improve community vibrancy.

Projects that implement strategies to support economic growth.

4 Business Sector Development

Projects that increase new business creation, business growth and adaptability in the community.

Projects that allow communities to retain existing businesses and encourage their expansion.

2.7 » Funding Streams

There are three funding streams as detailed below. Both Single Applicant and Partnerships streams support the implementation of community-driven projects. The Partnerships stream encourages partnerships by offering the opportunity to apply at a significantly higher funding level.

The Project Development stream recognizes that some rural communities have limited capacity to develop projects, particularly when faced with abbreviated intake periods. This stream provides funding to support communities in undertaking some of the effort required to develop strong Single Applicant or Partnerships project applications for future intakes.

| Funding Stream | Maximum Funding | Details |
|---------------------|-----------------|--|
| Project Development | \$10,000 | <ul style="list-style-type: none"> › Help communities to develop feasibility assessments and business cases for projects. › Eligible Applicant can apply for up to 100% of total project cost. › Eligible Applicant must show how the funding would support future eligible project applications. › No guarantee of funding in subsequent applications. |
| Single Applicant | \$100,000 | <ul style="list-style-type: none"> › Eligible Applicant can apply for up to 80% of the total project cost. › Eligible Applicant must contribute at least 20% of the total project cost via financial or in-kind contributions (maximum 10% in-kind contribution).* › Eligible Applicant's contribution cannot be sourced from another government program at any level (except Community Works Fund). |
| Partnerships | \$500,000 | <ul style="list-style-type: none"> › Eligible Applicant must have at least one Eligible Partner. › Eligible Applicant can apply for up to 60% of the project costs. › Eligible Applicant and Eligible Partners must contribute at least 40% of total project cost via financial or in-kind contributions (maximum 10% in-kind contribution).* › Contributions from Eligible Applicant and Eligible Partners cannot be sourced from another government program at any level (except Community Works Fund). › Eligible Applicant is signatory on funding agreement. |

* In-kind contributions include goods and services donated to a project by the Eligible Applicant and/or Eligible Partners e.g. staff time, use of space or equipment. These types of contributions should be valued at fair market value.

2.8 » Special Circumstances

Under special circumstances where an Eligible Community is facing significant economic downturn and hardship due to the loss of a key economic driver, funding support will be considered on the basis of the community's unique situation. Funding under special circumstances will be considered on a case-by case basis, and is not limited to intake periods. For consideration under special circumstances, contact the Program.

2.9 » Project Timelines

Applications for projects that do not require additional steps before they can start (e.g. securing other funding, obtaining permits and approvals) will be more favourably ranked in the assessment and review process. The need for additional steps before the project can start will be taken into consideration in the review and assessment of applications. Such applications may also be deferred for consideration to a future intake round.

Projects may have timelines that continue into fiscal 2017/18. However, the timeline must demonstrate that the project will be completed within two years from the project start date.

2.10 » Eligible Project Costs

Eligible Project Costs must be considered direct and essential. They will be reviewed to determine if they are reasonable and have been accurately estimated. Costs that were incurred before the application was approved are ineligible under the Program. Inclusion of ineligible, unessential or unreasonable costs will be considered in the assessment and ranking of projects. Examples of costs that are eligible or ineligible for Program funding are listed below.



| Eligible Costs | Ineligible Costs |
|---|--|
| <p>Costs related to project implementation.</p> | <ul style="list-style-type: none"> › Any costs associated with administering the project, such as preparing progress reports. › Costs being claimed under any other programs. › Costs incurred outside of the time periods for the project as outlined in application. › Costs incurred for areas outside of the Eligible Community/Communities included in the application. |
| <p>Community-based infrastructure costs where:</p> <ul style="list-style-type: none"> › The project is small, such as minor renovations and retrofits to existing structures where the work is essential to support the proposed project. <p>OR</p> <ul style="list-style-type: none"> › Program contribution is minimal compared with other contributions and overall costs, and the funding is key to leveraging other resourcing. | <ul style="list-style-type: none"> › Infrastructure that is not tied to a broader project and outcomes. › Infrastructure projects where the majority of the cost is charged to the Program. › Land acquisition. › New structures. › Water/sewer/road/sidewalk infrastructure projects. |
| <p>Project management, including:</p> <ul style="list-style-type: none"> › Consulting fees, › Business planning development, and › Project-related professional fees (e.g. architectural, accounting). | <ul style="list-style-type: none"> › Permits and approvals. › Legal costs. › Project-related professional fees payable to the Eligible Applicant. |
| <p>Design/engineering costs.</p> | <ul style="list-style-type: none"> › Building construction costs for new facilities. |
| <p>Wages/benefits for new hires to work 100% on eligible project-related activities.</p> | <ul style="list-style-type: none"> › Operational costs, such as existing staff salaries and benefits (eligible as in-kind contributions from an Eligible Applicant or Eligible Partner). |
| <p>Small capital purchases (excluding technology) that are essential to the implementation of the project.</p> | <ul style="list-style-type: none"> › Technology updates or software (e.g. computer hardware, software). › Large capital purchases (e.g. vehicles, machinery, furnishings). |
| <p>Marketing or promotion-related costs. Speaker stipends.</p> | <ul style="list-style-type: none"> › Directly lobbying of any level of government. › Travel to conferences, trade shows. |
| <p>Meals and project travel related expenses based on government per diem rates: www2.gov.bc.ca/local/myhr/documents/travel/travel_allowances_app1.pdf</p> | <ul style="list-style-type: none"> › Remuneration and travel of elected officials. › Alcohol. |
| <p>Feasibility studies related directly to the project.</p> | <ul style="list-style-type: none"> › Academic research that does not deliver concrete actions or tangible benefits. |
| <p>Training activities as part of the Eligible Project or to support the project.</p> | <ul style="list-style-type: none"> › GST and PST. |

2.11 » Review and Assessment Process and Timelines

Eligible Applications will be subject to a competitive review and assessment process. Eligible Applications will be assessed and ranked against explicit selection criteria (see 2.12 Selection Criteria). If additional information is determined to be needed to support the review and assessment, Eligible Applicants will be contacted and additional information requested. The selection process will be objective and unbiased.

Project Development applications will undergo an expedited review and assessment process, and funding decisions are expected in early summer 2016.

Decisions on other applications are expected within four months after the application intake deadline. Applicants will not be notified of the ongoing status of their applications during the review and assessment process.

Funding decisions are final. Applications that are not funded in respect of a particular intake period may be re-submitted in a future intake period.

2.12 » Selection Criteria

The selection criteria below will be used in the review and assessment of Eligible Applications. The following selection criteria will be weighted more heavily:

- › Job creation and retention
- › Rural communities most in need
- › Significant leveraging of Program funding

It is anticipated that the Program may be over-subscribed. Meeting the selection criteria does not guarantee that funding will be provided. Eligible Applications will be assessed on their ability to achieve the selection criteria against other applications. Those applications that most successfully demonstrate meeting the selection criteria will be prioritized for funding.

Applicants should provide sufficient information to support a thorough assessment of their project. Applicants are encouraged to identify measurable benefits or quantify potential benefits wherever possible to support assessment of their application.



| Selection Criteria | Demonstrated Through |
|--|--|
| Community resiliency and economic strength | <ul style="list-style-type: none"> › Increases economic competitiveness and economic diversity and/or activity. › Enhances the community's ability to attract and retain new and existing workforce, youth, employers and investors. › Increases efficiency and productivity, business creation and market growth within the community and in rural businesses. |
| Job creation and retention | <ul style="list-style-type: none"> › Provides for direct and indirect job creation. › Provides for prevention of job loss. |
| Building partnerships and shared prosperity | <ul style="list-style-type: none"> › Supports the creation or continuation of partnerships between rural communities that promote local economic growth and diversity. › Supports the creation or continuation of partnerships between rural non-First Nation communities and First Nation communities that promote local economic growth and diversity. |
| Project feasibility, timeliness and sustainability | <ul style="list-style-type: none"> › Demonstrates the ability to efficiently and effectively manage, leverage funding and complete the project for success. › Demonstrates the ability for the project to commence on a timely basis, and be completed within a two-year timeframe. › Demonstrates long-term financial, social and environmental sustainability principles. |
| Greatest impact on rural communities | <ul style="list-style-type: none"> › Provides for direct economic stimulus. › Demonstrates broader impact across community or multiple communities/regions. › Identifies and links project benefits and outcomes to project activities. |
| Rural communities most in need | <ul style="list-style-type: none"> › Identifies community tied to a major economic shock, crisis, or loss of key economic driver. |



2.13 » Application Limit

An Eligible Applicant is limited to submission of one Project Development application, and one project application (Single Applicant or Partnership) in each intake.

If multiple applications are submitted from a range of Eligible Applicants in support of one Eligible Community, these applications will be reviewed and assessed in relation to one another in addition to being reviewed and assessed against all other applications.

2.14 » Contracts and Reporting Requirements

Awarding of funding to successful applicants will be conditional upon finalization of a funding agreement that sets out the terms and conditions of the funding. Conditions will be attached to project funding awards to ensure that Program objectives are met, which will include reporting requirements. Funding recipients will be required to submit a final report that outlines the project's performance and outcomes. Further details on such requirements will be provided to successful applicants.

Failure to meet contractual requirements could result in termination of the funding agreement, require repayment of Program funds, and disqualify the funding recipient from further applications to the Program.

2.15 » Audits and Site Visits

Funding recipients may be subject to audit or site inspections at any time during the term of the funding agreement and for up to three years following the distribution of Program funds to the recipient, so the Province can examine project progress and documentation.



2.16 » Events and Communications

The funding agreement may require that the Ministry of Forests, Lands and Natural Resource Operations be kept informed about promotional activities related to the project, with a minimum notice period before public materials are distributed or events held.

It may also require that the Government of British Columbia and the Ministry of Forests, Lands and Natural Resource Operations be acknowledged in project communications, events and signage. Details regarding required acknowledgement of government support will be included in funding agreements.

2.17 » Freedom of Information

Applications submitted under the Program are subject to the *Freedom of Information and Protection of Privacy Act*. The information being collected is for the purpose of administering the Program and will be used for the purpose of evaluating eligibility under the Program.

2.18 » Conflict of Interest/Confidentiality

Program staff will uphold the standards for conflict of interest and confidentiality required by all Public Service employees.

3 Applying to the Program

3.1 » How to Apply

Please follow these steps:

1. Learn about the Program:

Download and review Program documents:

There are a number of documents that all prospective applicants must carefully review before applying. These documents are posted on the Program website: gov.bc.ca/ruraldividend.

The documents include:

- › Program Guide
- › Program Application Form
- › Application Instructions
- › Certification Form
- › Resolution Form

Review the Questions and Answers section on the Program website.

2. Confirm your eligibility to apply:

Confirm you are an Eligible Applicant, and that your proposed project is in support of an Eligible Community. Consider your ability to develop the project, complete the Application Form, and the Mandatory Supporting Documents, and submit all required application materials by 4:30 pm PDT on Tuesday, May 31, 2016.

3. Complete the Application Form:

The Application Form is a protected document and is to be completed electronically. Refer to the companion Application Instructions while completing the Application Form. If you need help in completing your Application Form (see 3.2 Application Support on page 16).

Save your application in the following format:

- › Applicant name
- › RD (for Rural Dividend),
- › Date completed (yy_mm_dd)
- › Example: tahsis_RD_16_07_05



4. Complete the Mandatory Supporting Documentation required:

Each application must include the Mandatory Supporting Documentation (see table below).

The forms are protected documents to be completed electronically.

The Certification Form requires signatures. Once it is signed, it must be scanned for submission with the Application Form.

Take into account the timelines needed to finalize documentation (e.g. board resolution in support of application).

| Mandatory Document/Form | Local government Regional districts | First Nations | Not-for-profit |
|---|--|---------------|----------------|
| Certification Form certifying information submitted is accurate | > Yes | > Yes | > Yes |
| Resolution Form confirming board or council support for the project | > Yes | > Yes | > Yes |
| Articles of incorporation or similar evidence of legal status | > No | > Yes | > Yes |
| Most recently audited financial statements | > No | > Yes | > Yes |
| Approved five-year financial plan | > Yes | > Yes | > If available |
| Letter(s) from partners confirming role and commitment to the project | > Yes | > Yes | > Yes |
| Letter(s) from stakeholders indicating support | > Yes | > Yes | > Yes |

Letters of support will only be accepted from stakeholder organizations or community leaders in their professional capacity (i.e., Chamber of Commerce, Mayor, Community Development Organization). Letters from individual community residents will not be accepted.

Please do not provide any personal identifiers or third-party personal information (i.e. talk about others) in applications or supporting documents.

5. Determine which Optional Supplementary Documentation should be included:

In addition to the Mandatory Supporting Documentation, it is recommended that you include Optional Supplementary Documentation to support your Application Form. Suggestions include:

- › **Quotes** you have obtained from vendors or contractors to support your project budget.
- › **Other materials** such as business plans or feasibility studies that support your project.
- › **Details of consultation** and engagement with residents, First Nations or stakeholders as long as they are acting in their professional capacity. Please do not provide any personal identifiers or third-party personal information.

6. Submit to the Program:

Your fully completed Application Form, all Mandatory Supporting Documentation and any Optional Supplementary Documentation must be submitted electronically to ruraldividend@gov.bc.ca.

Your complete application package for the first application intake must be received by the deadline of 4:30 pm PDT on Tuesday, May 31, 2016. Failure to meet these requirements will result in a determination of ineligibility.

All documents received by the Program will be treated as confidential; however, we will not guarantee security of the email during email transfer to the Program.

3.2 » Application Support

If you have a question that is not addressed in the Program Guide, Application Instructions, or the questions and answers section of the website (gov.bc.ca/ruraldividend), application support is available through FrontCounter BC at FrontCounterBC@gov.bc.ca or 1-877-855-3222.

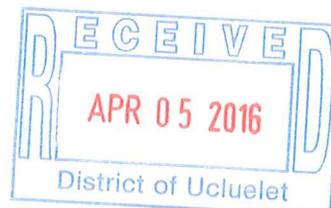
Support is also available through FrontCounter BC offices, in 29 locations across B.C. (www.frontcounterbc.gov.bc.ca/locations)

FrontCounter BC can also provide support if you need help submitting your application electronically.



March 2016

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



Filecode: 0410-20 OMBUD
X-Ref:
Forwarded to: Council, Andrew
[] Physical [X] Electronic

Dear Mayor St. Jacques:

It is my pleasure to provide you with a copy of our recent guide, *Bylaw Enforcement: Best Practices Guide for Local Governments*.

Bylaw Enforcement sets out a number of best practices to promote administrative fairness at all stages of local government bylaw enforcement: establishing bylaws, responding to complaints, conducting investigations, making enforcement decisions and handling appeals.

Roughly one in four complaints to our office concerning local governments are about bylaw enforcement. We have designed this report to be a practical tool officials can use to review and revise local bylaw enforcement programs. In addition to the best practices, inside the guide you will find five checklists to allow local governments to conduct a self-assessment as to how their practices compare to the recommended best practices. In addition, the report contains a selection of case summaries that illustrate relevant Ombudsperson investigations into bylaw enforcement complaints made to our office.

We are pleased to put our 20 years of experience to use helping B.C.'s local governments strive for excellence by ensuring their citizens' bylaw enforcement processes and procedures are up-to-date, effective and administratively fair.

A PDF version of *Bylaw Enforcement* is also available on our website at www.bcombudsperson.ca. Please do not hesitate to contact us if you have any questions.

Yours sincerely,



Jay Chalke
Ombudsperson
Province of British Columbia

Call or email to order brochures and informational cards.

1-800-567-3247 | outreach@bcombudsperson.ca

- ✓ Tips to help citizens resolve their concerns
- ✓ Explains the role of the Ombudsperson and local government
- ✓ Used by staff who deal with complaints
- ✓ Free of charge

Complaint Options

Call us toll-free. We answer the phone between 8:30 and 4:30 Monday to Friday.

Mail or fax us a completed complaint form or letter.

Use our online complaint form.

Come in person to our Victoria office or to one of our mobile intake clinics.

250.387.5855
Capital region

Informational Card

TIPS

To help you resolve concerns with public authorities

1. Get the names of the people involved.
2. Keep track of responses and relevant dates.
3. Keep copies of all relevant papers and letters.
4. Ask how and why the decision was made.
5. Find out if there is a review or appeal process and pursue that process where possible.
6. Consider what an appropriate result or outcome might be.

Fairness Checklist

| | |
|---|--|
| Appropriate legal authority Respects statutes and regulations. | Integrity of service Treats people impartially, equitably and respectfully. |
| Program consistency Follows policies, procedures and standards. | Continuous improvement Evaluates progress and corrects mistakes. |
| Participation options Seeks input and provides decision criteria. | Complaint resolution Offers access to a review process. |
| Open communication Provides information and demonstrates transparency. | |

1.800.567.3247
Toll-free



The Office of the
ombudsperson
B.C.'s Independent Voice For Fairness

Brochure

FAIRNESS IN LOCAL GOVERNMENT
B.C. Ombudsperson | Local Government

Complaint Guide

Works in the interests of all British Columbians

Acts independently and impartially

Provides free and confidential services

Assists in finding fair resolutions

The Office of the
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B.C.'s Independent Voice For Fairness

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An update from the B.C. Office of the Ombudsperson

[View this email in your browser](#)



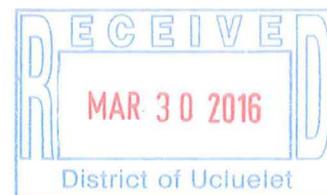
New Guide

Bylaw Enforcement: Best Practices Guide for Local Governments

The Office of the Ombudsperson is pleased to circulate our latest guide to improve fairness in local government.

Not only do best practices improve service quality, reduce costs and inspire public confidence — they can reduce complaints. *Bylaw Enforcement: Best Practices Guide*

e-News



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

March 21-2016

Please find enclosed copies of "*Expanding Horizons*", the Nanaimo Port Authority's Quarterly Newsletter.

I have included additional copies for distribution to key staff and contacts within your organization. We welcome feedback and suggestions from you regarding any information or articles.

An on-line version is available on our web site www.npa.ca @

http://portauthority.npa.ca/files/7514/5693/9346/Port_Authority_newsletter.pdf

Best regards,

David Mailloux
 Manager – Communications & Public Affairs
 Nanaimo Port Authority
 250-753-4146 - Ext 251
 250-753-4899 Fax dmailloux@npa.ca



The Solutions Port



NANAIMO
PORT AUTHORITY

Spring 2016

A quarterly publication of the Nanaimo Port Authority

Expanding horizons

The Port of Nanaimo's \$9.3 million upgrade of the Duke Point Terminal area includes a new deep sea barge berth and a 104 metric tonne mobile harbour crane which allows the Port to provide simultaneous operations for Short Sea Shipping links to Mainland terminals and direct connections to global markets.

Inside

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| Marine Domain | 6 |
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| ABC Recycling | 8 |





Office of the City Clerk

D. Back, City Clerk
K. O'Connell, Deputy City Clerk

2016 April 06

FILE: 02410-20

Mr. Gary Maclsaac
Executive Director
Union of British Columbia Municipalities
Suite 60 – 10551 Shellbridge Way
Richmond, BC V6X 2W9

Dear Mr. Maclsaac:

SUBJECT: BC HOME OWNER GRANT PROGRAM
Item 5(F), Reports, Council Meeting 2016 April 04

The Provincial Home Owner Grant program and the financial relief it provides homeowners is currently inequitably distributed and applied amongst BC municipalities. Property owners living within the Greater Vancouver Regional District, the Capital Regional District and the Fraser Valley Regional District do not receive equal benefits to those living elsewhere.

The current practice of establishing one assessment threshold value for such disparate catchment areas inadequately adjusts for regional disparities in real estate values across the Province. Furthermore, in comparison to the aforementioned regional districts, the Basic, Seniors and Added Grants are \$200 more in areas classified as "Northern and Rural". Of greater concern than the inconsistent grant amounts is the additional grant benefit provided to Northern and Rural catchments is presently funded through Carbon Tax revenue, of which a disproportionately high amount is contributed by residents that do not qualify for the Northern and Rural benefit.

Burnaby City Council at the 2016 April 04 meeting passed the following motion: **"THAT Council request that the UBCM petition the Minister of Finance to undertake a Provincial review of the Homeowner Grant Program to determine if a more equitable distribution of the Grant across all regions of the Province can be achieved."**

A copy of the relevant report has been attached for your reference.

Yours truly,

Dennis Back
City Clerk

Copied to: Burnaby MLA's
UBCM Member Municipalities
Capital Regional District
Fraser Valley Regional District
Metro Vancouver

Report: M:\live\lapchklx.p
Version: 010003-L58.69.00
User ID: mdosdall

District of Ucluelet
AP Cheque Listing
Cheque # From 023921 To 024004(Cheques only)

Page: 1 of 4
Date: 19/04/16
Time: 14:28:57

| Cheque # | Bank | Pay Date | Vendor # | Vendor Name | Invoice # | Description | Invoice Amount | Hold Amount | Paid Amount | Void |
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| 023922 | 002 | 04/04/2016 | BC017 | BC HYDRO & POWER A | 2/16 | FEB 16 | 26,735.31 | | 26,735.31 | |
| 023923 | 002 | 04/04/2016 | BCRPA | BRITISH COLUMBIA R | 121586 | FORTUNE-BCRPA MEMB | 350.00 | | 350.00 | |
| 023924 | 002 | 04/04/2016 | CE004 | CORPORATE EXPRESS | 40887385 40877576 40908995 40971218 | SUPPLIES-DOCUMENT SUPPLIES-STAPLE RE OFFICE SUPPLIES-PA SUPPLIES-POST IT N | 41.54 20.77 1,478.44 4.69 | | 1,545.44 | |
| 023925 | 002 | 04/04/2016 | CK608 | KASSLYN CONTRACTIN | D515 | D515 | 303.92 | | 303.92 | |
| 023926 | 002 | 04/04/2016 | CW344 | COMPASS WEDDINGS | 84 | CHOWDER CHOWDOWN 1 | 25.00 | | 25.00 | |
| 023927 | 002 | 04/04/2016 | DC001 | DOLAN'S CONCRETE L | UK38287 | WC MOTEL-MATERIALS | 173.98 | | 173.98 | |
| 023928 | 002 | 04/04/2016 | EP910 | EVAN PETERSON | 010 | AGE FRIENDLY ACTIO | 5,614.35 | | 5,614.35 | |
| 023929 | 002 | 04/04/2016 | FSC10 | FOUR STAR COMMUNIC | 47169 | REPAIR WATER METER | 2,448.15 | | 2,448.15 | |
| 023930 | 002 | 04/04/2016 | FW050 | FAR WEST DISTRIBUT | 298499 | GARBAGE BAGS/SOAP/ | 51.13 | | 51.13 | |
| 023931 | 002 | 04/04/2016 | GB059 | GIBSON BROS. CONTR | 14366 | LITTLE BEACH PROJE | 661.01 | | 661.01 | |
| 023932 | 002 | 04/04/2016 | GW178 | GRAY WHALE DELICAT | 142808 | STAND-UP MEETING | 67.73 | | 67.73 | |
| 023933 | 002 | 04/04/2016 | HS002 | HOGAN, SARAH | 121587 | HOGAN-FITNESS | 67.97 | | 67.97 | |
| 023934 | 002 | 04/04/2016 | IH042 | INNER HARMONY SERV | 3998 3895 | MAR/16 JAN 16/CLEANING SE | 2,443.88 2,443.88 | | 4,887.76 | |
| 023935 | 002 | 04/04/2016 | LB002 | LB WOODCHOPPERS LT | 236079 236078 236095 236094 236093 236088 236087 236085 236072 236096 237225 | BRUSHCUTTER-TUNE-U BRUSHCUTTER-TUNE U STIHL/TUNEUP SERVI STIHL-TUNE UP SERV BLOWER/TUNE-UP SER BLOWER/TUNE-UP SER STIHL/TUNE-UP SERV BRUSHCUTTER-TUNE-U BRUSHCUTTER-TUNE-U LAWNMOWER/TUNEUP S AERATOR RENTAL | 72.67 80.51 58.24 58.24 92.53 75.08 126.39 116.64 72.67 91.68 207.20 | | 1,051.85 | |
| 023936 | 002 | 04/04/2016 | LG003 | LGMA VANCOUVER ISL | 121581 | VILGMA 16 | 257.25 | | 257.25 | |
| 023937 | 002 | 04/04/2016 | MB673 | MILLAR, BARB | 121571 | MILLAR-REIMBURSED | 99.65 | | 99.65 | |
| 023938 | 002 | 04/04/2016 | PI110 | PUROLATOR INC | 430635614 43042003 | MAXXAM MAXXAM | 61.86 63.04 | | 124.90 | |
| 023939 | 002 | 04/04/2016 | RL068 | RIVERA LYVIER | 121585 | RIVERA-FITNESS | 373.21 | | 373.21 | |
| 023940 | 002 | 04/04/2016 | SF061 | STEVENS FLICKERINE | 121588 | STEVENS-FITNESS | 258.00 | | 258.00 | |
| 023941 | 002 | 04/04/2016 | TC308 | TRANE CANADA ULC | 36291538 36291666 | UCC-EMER.REPAIR/HE HEATING COMPRESSOR | 8,286.85 6,544.65 | | 14,831.50 | |
| 023942 | 002 | 04/04/2016 | TM005 | TELUS MOBILITY | 2/16 | FEB 16 | 114.24 | | 114.24 | |
| 023943 | 002 | 04/04/2016 | TP002 | TELUS | 02/16 | FEB 16 | 3,705.91 | | 3,705.91 | |
| 023944 | 002 | 04/04/2016 | UI923 | UKEE INFO TECH | 10287 | MAR/16 IT SUPPORT | 861.49 | | 861.49 | |
| 023945 | 002 | 04/04/2016 | UP459 | UCLUELET PETRO-CAN | 17120682 17120591 | #23-OIL CHANGE #10 OIL CHANGE/WIR | 93.97 350.10 | | 444.07 | |
| 023946 | 002 | 04/04/2016 | UV145 | UCLUELET VIDEO SER | 03/16 121589 | MAR/16 ANNUAL ADVERTISING | 557.76 684.35 | | 1,242.11 | |
| 023947 | 002 | 04/04/2016 | WP166 | WINDSOR PLYWOOD - | 76570A 76829A 76445A | PURCHASED CEDAR AN SAWS/ALL BLADES/WA CEDAR/DECK SCREWS | 469.11 18.59 200.73 | | 1,200.59 | |

Report: M:\live\lapchklx.p
Version: 010003-L58.69.00
User ID: mdosdall

District of Ucluelet
AP Cheque Listing
Cheque # From 023921 To 024004(Cheques only)

Page: 2 of 4
Date: 19/04/16
Time: 14:28:58

| Cheque # | Bank | Pay Date | Vendor # | Vendor Name | Invoice # | Description | Invoice Amount | Hold Amount | Paid Amount | Void |
|----------|------|------------|----------|--------------------|------------|--------------------|----------------|-------------|-------------|------|
| | | | | | 75927A | PLYWOOD/DECK SCREW | 146.69 | | | |
| | | | | | 75747A | PAINT-P/W SHOP | 98.54 | | | |
| | | | | | 75532A | BIFOLD DOOR | 85.06 | | | |
| | | | | | 77215A | PW PAINTING EQUIPM | 72.15 | | | |
| | | | | | 77013A | STUMP REMOVAL-EDNA | 34.61 | | | |
| | | | | | 76889A | PW-SAWS/BLADES/WAT | 67.11 | | | |
| | | | | | 76495A | UCC COAT ROOM HOOK | 26.59 | | | |
| | | | | | 76888A | RETURN | 18.59- | | | |
| 023948 | 002 | 04/04/2016 | WP166 | WINDSOR PLYWOOD - | 77180A | WC MOTEL-PW SUPPLI | 25.56 | | 55.64 | |
| | | | | | 77060A | G-CAN CLEANUP | 30.08 | | | |
| 023949 | 002 | 04/04/2016 | XC300 | XPLORNET COMMUNICA | 12691551 | MAR/16 | 72.79 | | 72.79 | |
| 023950 | 002 | 08/04/2016 | AD004 | TYCO INTEGRATED FI | Z4327071 | REPLACE PANEL BATT | 351.37 | | 351.37 | |
| 023951 | 002 | 08/04/2016 | AL001 | ACKLANDS - GRAINGE | 9050795583 | TRAFFIC CONES | 1,052.85 | | 3,117.04 | |
| | | | | | 9050795567 | TRAFFIC CONES | 214.37 | | | |
| | | | | | 9050795609 | TRAFFIC CONES | 64.85 | | | |
| | | | | | 9050795625 | TRAFFIC CONES | 321.89 | | | |
| | | | | | 9053455011 | PPE-GLOVES/BATTERI | 86.53 | | | |
| | | | | | 9051937283 | ANNUAL SCBA FLOW T | 1,376.98 | | | |
| | | | | | 9030542022 | PW-FREIGHT ADJUSTM | 1.91- | | | |
| | | | | | 9051935873 | PW-FREIGHT ADJUSTM | 5.67- | | | |
| | | | | | 9028182872 | PW-GLOVES | 19.28 | | | |
| | | | | | 9061924917 | PW-FREIGHT ADJUSTM | 3.22- | | | |
| | | | | | 9054858460 | PW-FREIGHT ADJUSTM | 8.91- | | | |
| 023952 | 002 | 08/04/2016 | AL001 | ACKLANDS - GRAINGE | 9050795591 | PPE-GLOVES | 61.36 | | 176.91 | |
| | | | | | 9050795559 | PPE-GLOVES/BATTERI | 61.36 | | | |
| | | | | | 9050795617 | PPE-CAP SCREWS | 16.97 | | | |
| | | | | | 9050795575 | CIRCUIT BREAKOUT L | 10.84 | | | |
| | | | | | 9053455029 | PW-GLOVES | 16.74 | | | |
| | | | | | 9061529195 | PW-CAPSCREW | 9.64 | | | |
| 023953 | 002 | 08/04/2016 | CE004 | CORPORATE EXPRESS | 40994437 | REPLENISH FA/KIT-F | 5.00 | | 5.00 | |
| 023954 | 002 | 08/04/2016 | CH92 | CIBC - VISA CENTRE | MAR/16 | MAR/16 | 5,027.81 | | 5,027.81 | |
| 023955 | 002 | 08/04/2016 | CK608 | KASSLYN CONTRACTIN | D516 | D516 | 2,704.47 | | 2,704.47 | |
| 023956 | 002 | 08/04/2016 | CP300 | CRITERION PICTURES | 778545 | MAR/16 MOVIES | 24.31 | | 71.02 | |
| | | | | | 778072 | FEB/16 MOVIES | 46.71 | | | |
| 023957 | 002 | 08/04/2016 | CT002 | CLEARTECH INDUSTRI | 145617 | CONTAINER RETURN | 273.00- | | 150.36 | |
| | | | | | 656156 | HYPOCHLORITE | 696.36 | | | |
| | | | | | 146338 | CONTAINER RETURN | 273.00- | | | |
| 023958 | 002 | 08/04/2016 | EL048 | ERIK LARSEN DIESEL | 713582 | MAR/16-ANNUAL INSP | 626.08 | | 626.08 | |
| 023959 | 002 | 08/04/2016 | FPL65 | FRASERWAY PRECAST | 1640 | PW-GRAVE BOXES | 5,404.00 | | 5,404.00 | |
| 023960 | 002 | 08/04/2016 | FS004 | FOUR STAR WATERWOR | 47220 | PW-HYDROGUARD FLUS | 1,236.48 | | 1,236.48 | |
| 023961 | 002 | 08/04/2016 | HS876 | HINDER SANDRA | 121591 | HINDER-BALLET | 481.34 | | 481.34 | |
| 023962 | 002 | 08/04/2016 | JI072 | JUSTICE INSTITUTE | 838 | UVFB EXAMS | 200.00 | | 200.00 | |
| 023963 | 002 | 08/04/2016 | LV129 | LANOVILLE CHRISTIN | 121592 | LANOVILLE-FITNESS | 59.97 | | 59.97 | |
| 023964 | 002 | 08/04/2016 | MA952 | MAXXAM ANALYTICS | VA962681 | B50299 | 78.75 | | 472.50 | |
| | | | | | VA962684 | B50299 | 78.75 | | | |
| | | | | | VA962673 | B50299 | 157.50 | | | |
| | | | | | VA962685 | B50299 | 78.75 | | | |
| | | | | | VA962677 | B50299 | 78.75 | | | |
| 023965 | 002 | 08/04/2016 | MI224 | MUNICIPAL INSURANC | 27755 | CLAIM | 989.72 | | 989.72 | |
| 023966 | 002 | 08/04/2016 | MS170 | REVENUE SERVICES O | 04116 | APR/16 | 3,099.00 | | 3,099.00 | |
| 023967 | 002 | 08/04/2016 | PB002 | PACIFIC BLUE CROSS | 346371 | APR/16 | 7,357.36 | | 7,357.36 | |
| 023968 | 002 | 08/04/2016 | PC285 | PETTY CASH - BARBA | MAR/16 | MAR/16 | 92.40 | | 92.40 | |

Expenditure Voucher G-08/16 Jeanette O'Connor, CFO

Report: M:\live\lapchklx.p
Version: 010003-L58.69.00
User ID: mdosdall

District of Ucluelet
AP Cheque Listing
Cheque # From 023921 To 024004(Cheques only)

Page: 3 of 4
Date: 19/04/16
Time: 14:28:58

| Cheque # | Bank | Pay Date | Vendor # | Vendor Name | Invoice # | Description | Invoice Amount | Hold Amount | Paid Amount | Void |
|----------|------|------------|----------|--------------------|--|---|---|-------------|-------------|------|
| 023969 | 002 | 08/04/2016 | PI110 | PURULATOR INC | 430699135 | MAXXAM LABS-SHIPPI | 61.86 | | 61.86 | |
| 023970 | 002 | 08/04/2016 | SJ004 | S & J SERVICES | 530848 530846 530847 530845 530849 | MAR/16-JANITORIAL/ MAR/16-FIRE HALL JANITORIAL JANITORIAL-LYCHE JANITORIAL-AQUARIU | 315.00 138.60 315.00 1,386.00 651.00 | | 2,805.60 | |
| 023971 | 002 | 08/04/2016 | SP010 | SUPERIOR PROPANE | 10675430 | MAR/16-UAC HALL | 957.32 | | 957.32 | |
| 023972 | 002 | 08/04/2016 | T9267 | TARON BRENT | 1012349Z | TARON-BOOTS/REIMBU | 209.99 | | 209.99 | |
| 023973 | 002 | 08/04/2016 | TJ843 | THORNTON JHON | 121593 | THORTNON-DINO CAMP | 500.00 | | 500.00 | |
| 023974 | 002 | 08/04/2016 | TNS05 | TOFINO NATURE SCHO | 121595 | NATURE KIDS-SPRING | 560.00 | | 560.00 | |
| 023975 | 002 | 08/04/2016 | UR849 | UCLUELET RENT-IT C | 22693 22981 | MAR/16-PORTABLE TO PUMP RENTAL | 1,344.00 263.20 | | 1,607.20 | |
| 023976 | 002 | 08/04/2016 | WA497 | WATERLILY ART GALL | 169430 | MAYOR/COUNCIL HEAD | 2,357.26 | | 2,357.26 | |
| 023977 | 002 | 08/04/2016 | WC345 | WURTH CANADA LTD | 22251351 | PW/SHOP YARD-FOAM | 449.89 | | 449.89 | |
| 023978 | 002 | 08/04/2016 | WP166 | WINDSOR PLYWOOD - | 78190A 78412A 78411A 78397A 78086A 78898A 77888A 78189A 78188A 79403A 79551A | PW-DESK CLEANER SIGN REPAIR-TAPE/Q QUICK LINKS/SHACKL SIGN REPAIR-SHACKL JUNCTION SIGN MATE WC HOTEL REPAIR/MA PATHWAY BULBS-INNE LATTICE PANELS-HET MATERIALS/SUPPLIES PW/REPAIR BROKEN W SCH-REPLANKING/REP | 40.41 38.55 35.03 35.03 35.49 492.79 64.86 190.38 232.93 73.91 299.41 | | 1,468.73 | |
| 023979 | 002 | 08/04/2016 | WP166 | WINDSOR PLYWOOD - | 79316A 80138A 79407A | PW-SHOP STOCK/DECK TIMBER TARPS INTAKE VENT/LYCHE | 9.89 44.58 20.34 | | 74.81 | |
| 023980 | 002 | 19/04/2016 | AD004 | TYCO INTEGRATED FI | 80444737 80444716 | APR-JUNE/16 PW APR- JUNE/16 UCC | 258.31 151.84 | | 410.15 | |
| 023981 | 002 | 19/04/2016 | AGS11 | AGS BUSINESS SYSTE | 34404 | MAR/16 UCC | 73.43 | | 73.43 | |
| 023982 | 002 | 19/04/2016 | BC017 | BC HYDRO & POWER A | 03/16 | MAR/16 | 25,903.96 | | 25,903.96 | |
| 023983 | 002 | 19/04/2016 | BP940 | BLACK PRESS | 46802 | PR SPRING SUPPLEME | 744.81 | | 744.81 | |
| 023984 | 002 | 19/04/2016 | CE004 | CORPORATE EXPRESS | 41139118 | HOOKS/TAPE/PADS/WI | 218.62 | | 218.62 | |
| 023985 | 002 | 19/04/2016 | CK608 | KASSLYN CONTRACTIN | D517 | D517 | 3,734.22 | | 3,734.22 | |
| 023986 | 002 | 19/04/2016 | DFC01 | DUMAS FREIGHT COMP | 38242 36760 | CARTON NODE KITS SHIPPING FOR TRANS | 43.10 49.54 | | 92.64 | |
| 023987 | 002 | 19/04/2016 | FPL65 | FRASERWAY PRECAST | 2313504 | CEMETARY LINERS | 5,404.00 | | 5,404.00 | |
| 023988 | 002 | 19/04/2016 | FSC10 | FOUR STAR COMMUNIC | 36511 | MAR/16 | 126.00 | | 126.00 | |
| 023989 | 002 | 19/04/2016 | GB059 | GIBSON BROS. CONTR | 15551 15547 | PR-LITTLE BEACH/BO PW-PIT RUN/CEMETAR | 280.00 575.09 | | 855.09 | |
| 023990 | 002 | 19/04/2016 | GE395 | GALLOWAY ELECTRIC | 652 | BANNER INSTALL PRO | 714.00 | | 714.00 | |
| 023991 | 002 | 19/04/2016 | LY001 | YOUNG ANDERSON | 93640 93017 93021 93020 93638 93639 93018 93019 | 1190128 119080 1190128 1190127 1190118 1190127 1190118 1190126 | 1,211.34 218.40 230.17 327.61 134.12 872.79 538.05 99.13 | | 3,631.61 | |

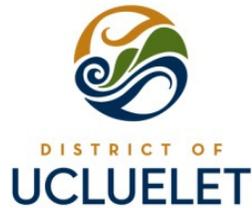
Report: M:\live\lapchklx.p
 Version: 010003-L58.69.00
 User ID: mdosdall

District of Ucluelet
 AP Cheque Listing
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|----------|------|------------|----------|--------------------|---|--|--|-------------|-------------|------|
| 023992 | 002 | 19/04/2016 | PB104 | PIONEER BOAT WORKS | 73163 73184 73107 | HARBOUR-RUPE/#5 RU SCH-CHAIN/SHACKLES HARBOUR-CRIPS/THIC | 114.24 449.57 17.92 | | 581.73 | |
| 023993 | 002 | 19/04/2016 | TP002 | TELUS | MAR/16 | MAR/16 | 3,721.39 | | 3,721.39 | |
| 023994 | 002 | 19/04/2016 | TU428 | TOURISM UCLUELET | 01/16 | JAN/16 GRANT | 7,463.95 | | 7,463.95 | |
| 023995 | 002 | 19/04/2016 | UC142 | UCLUELET CONSUMER' | 71697457 71700894 4522 71689150 71698719 71698862 71698777 71700902 71700458 71699897 20160399 | #2 WHITE RANGER FUEL FOR GEN-LSCA/ #5-DUMP 4TON #4-3/4 TON PU #3-2008 GMC #12-BACKLOADER #23-2008 RANGER #2 CANYON PU #3-2008 GMC PU INTEREST CHARGES-F | 64.04 60.05 348.98 74.95 121.85 96.27 58.43 63.97 71.20 97.42 53.77 | | 1,110.93 | |
| 023996 | 002 | 19/04/2016 | UC142 | UCLUELET CONSUMER' | 71701163 71700977 71703495 71702921 71703582 71704103 71703022 71701461 71702323 71701427 71702306 | R1 BOBCAT/DIGGER #12-98 CATERPILLAR E1-FREIGHTLINER #10-DUMP 1/TON WHITE RANGER #2-CANYON PU #3-2008 GMC PU #5-DUMP-4TON #3-2008 GMC PU #9-CUBE VAN | 54.00 50.48 61.59 48.33 95.05 45.98 70.17 86.96 64.05 106.12 5.59 | | 688.32 | |
| 023997 | 002 | 19/04/2016 | UC142 | UCLUELET CONSUMER' | 71706688 71706564 71706623 CO1045010 CO1090243 CO1071340 71705736 71708882 71709003 CO1048982 CO1090753 | #23-08 RANGER #3-2008 GMC #3-2008 GMC CREAM/TEA/MILK-UCC TAPE/BUCKET/KITS/L COW MTG-SANDWICH T #2-08 CANYON PU \$4-3/4TON PU #2-2008 CANYON PU AFTERSCHOOL PROGRA REPLACE BATTERY/ME | 57.11 105.46 83.23 22.45 28.62 106.42 51.63 120.53 60.97 46.47 12.31 | | 695.20 | |
| 023998 | 002 | 19/04/2016 | UC142 | UCLUELET CONSUMER' | CO1095489 CO1127083 CO1090856 CO1124850 | YOUTH DINNER NIGHT YOUTH DINNER SUPPL CREAM/MILK/SUGAR/T CREAMER | 27.86 20.44 21.15 4.09 | | 73.54 | |
| 023999 | 002 | 19/04/2016 | UP459 | UCLUELET PETRO-CAN | 17120754 17120784 | CHEVY86/REPLACE CL CHEVY 02/OIL CHANG | 279.15 158.20 | | 437.35 | |
| 024000 | 002 | 19/04/2016 | UV145 | UCLUELET VIDEO SER | APR/16 | APR/16 | 566.13 | | 566.13 | |
| 024001 | 002 | 19/04/2016 | UV146 | UCLUELET VOLUNTEER | Q1/16 | Q1/16 | 2,100.00 | | 2,100.00 | |
| 024002 | 002 | 19/04/2016 | WA497 | WATERLILY ART GALL | 169433 | FRAMING PLAQUES-MA | 189.85 | | 189.85 | |
| 024003 | 002 | 19/04/2016 | WC168 | WORKSAFE BC | Q1/16 | Q1/16 | 8,414.04 | | 8,414.04 | |
| 024004 | 002 | 19/04/2016 | XC300 | XPLORNET COMMUNICA | INV13031698 | APR/16 | 77.27 | | 77.27 | |
| Total: | | | | | | | 178,408.72 | 0.00 | 178,408.72 | |

*** End of Report ***



STAFF REPORT TO COUNCIL

Council Meeting: APRIL 26, 2016
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: WARREN CANNON, PUBLIC WORKS SUPERINTENDENT

FILE NO: 0550-20

SUBJECT: BAY STREET DRAINAGE ISSUE

ATTACHMENTS: CORRESPONDENCE - APRIL 18, 2016

RECOMMENDATION(S):

1. **THAT** Council receives this report for information.

PURPOSE:

The purpose of this report is to provide Council with background information on correspondence received from the property owner of 1774 and 1786 Cedar Road regarding drainage concerns.

BACKGROUND:

In past years, the District of Ucluelet has been made aware of the property owners concerns of flooding from the adjacent ditch along Bay Street. In 2001, a Council Report was submitted on the issue. At the time staff investigated lowering the culvert that discharges into the ditch down Bay Street towards the Bay Street Water Treatment Plant. In order to do this work, the TELUS infrastructure was required to be relocated as well as the main communication cable. In 2001 TELUS provided a cost estimate to complete this work of \$167,000. The Civil works for lowering the culvert at the time had a budget estimate of \$80,000 making the total project cost approximately \$250,000.

Lowering the ditch was also considered by staff in the past; however, the staff ran into the same issues of the TELUS infrastructure limiting the depth at which the ditch could be dug and, therefore, having little effect on the flooding issue.

This information was discussed with the property owner at the time.

The two properties have been constructed well below the road level on Bay Street and Cedar Road. This construction makes it difficult for the properties to drain.

OTHER OPTIONS FOR CONSIDERATION:

OPTION 1 - Enclose the ditch on Bay Street at the current elevation. This would require a series of catch basins, culverts, shouldering, asphalt curbing and road grading. The estimated cost is \$48,000.

OPTION 2 - Build up the ditch line on the property side to the road elevation (retaining wall). This would retain the road run off within the ditch line. The estimated cost is \$28,000.

Both options would reduce the amount of water run-off from the road that is affecting the properties. However, Option 2 is less safe than Option 1 as it leaves an exposed open ditch into which people and children could fall.

SUMMARY AND CONCLUSION:

Staff would recommend Option 1, enclose the ditch on Bay Street, with the estimated cost \$48,000 to be considered for the 2017 capital budget. This option would provide a safe way to reduce the amount of road run-off affecting the properties and possibly bring closure to a long-outstanding issue.

Respectfully submitted:



Warren Cannon,
Superintendent Public Works

Subject: Bay St. Ditch issues
Attachments: Bay St ditch district.jpg

From: David Taron [<mailto:daveattheplace@hotmail.com>]
Sent: April-18-16 1:20 PM
To: Info Ucluelet <InfoUcluelet@ucluelet.ca>
Subject: Bay St. Ditch issues

To Mayor and Council

Enclosed is a letter from the district Administrator at the time we had discussions about the ditch originally.

I have had conversations with some of the district staff over the years with no clear solution identified.

This has now become a serious issue and is causing damage to our two properties on Cedar road.

Unfortunately after this issue arose and was identified by Mr Copland as a serious issue a culvert was installed across Bay St and a curb was installed as well adding to the water issues of the non draining ditch. The ditch is always overgrown and the water flows continuously into the yards of both properties instead of down the ditch as it is supposed to do.

I would like this issue readdressed as soon as possible and look forward to hearing from you.

Thank You

Regards David Taron

1774 Cedar Road- 1786 Cedar Road

The Place

www.theplacefurniture.ca

David Taron - Owner/MANAGER

WE DELIVER!

Cel 250.726.8031

PO Box 820

p. 250.726.4634

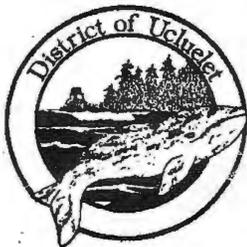
#3 1950 Peninsula Rd

f. 250.726.4459

Ucluelet, BC V0R 3A0 E.daveattheplace@hotmail.com

WE THANK YOU FOR SHOPPING LOCALLY !

Proud Recipients of the 2008 Chamber of Commerce Business of the Year Award!



District of Ucluelet

P.O. Box 999, Ucluelet, B.C. V0R 3A0

Phone (250) 726-7744 • Fax (250) 726-7335

May 19, 1998

File No: 5400-20 BAY

Mr. David Taron
P.O. Box 157
Ucluelet, B.C. V0R 3A0

Dear Mr. Taron:

Further to our telephone conversation of May 14, 1998, I have now had opportunity to determine the history associated with the Bay Street ditch.

It would appear that the B.C. Telephone Company had re-installed the culvert, at time of the switching station work at the corner of Bay and Cedar Streets, at its' original height. To address the issue you described requires some extensive work at a cost that is not in the capital works budget. That estimate is between \$32,000 and \$35,000.

Although it is not in the current 1998 capital programme, we will bring it forward for consideration at time of the 1999 provisional budget.

I realize that this is not the answer you were anticipating, however, I am hopeful you understand why we are unable to proceed at this time.

Yours Truly,

J.W. Copland, CMC/AAE
Clerk Administrator

cc: Mr. Glenn Westendorp, Superintendent of Public Works
Mr. Ian Howat, Municipal Treasurer

f:\jack\letters\taronbay.doc

"Gateway To Barkley Sound"



STAFF REPORT TO COUNCIL

Council Meeting: April 26, 2016
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JOHN TOWGOOD, PLANNER 1

FILE NO: 3360-20 **FOLIO:** 181.150 **REF:** RZ16-02

SUBJECT: PROPOSAL TO AMEND ZONING BYLAW NO. 1160, 2013 BY REMOVING LOT: 5, PLAN: VIP76227
DISTRICT: 09 FROM SECTION CD-1 AND PLACE IT IN VR-1 – VACATION RENTAL

ATTACHMENTS: THIRD READING REPORT - APRIL 12, 2016

RECOMMENDATION(S):

1. **THAT** Zoning Amendment Bylaw No. 1190, 2016 be given Fourth Reading and subsequent adoption;

OR

2. **THAT** the rezoning application associated with Zoning Amendment Bylaw No. 1190, 2016 be considered and determined not to proceed further.

PURPOSE:

To provide Council with information with respect to an application to rezone Lot 5, Plan V IP76227 (the subject site) from CD-1 Single Family Dwelling to VR-1 Vacation Rental.



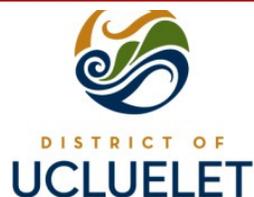
Figure 1

Respectfully submitted:



John Towgood, Planner 1

FOR REFERENCE



STAFF REPORT TO COUNCIL

Council Meeting: April 12, 2016
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JOHN TOWGOOD, PLANNER 1

FILE NO: 3360-20 **FOLIO:** 181.150 **REF:** RZ16-02

SUBJECT: PROPOSAL TO AMEND ZONING BYLAW NO. 1160, 2013 BY REMOVING LOT: 5, PLAN: VIP76227
DISTRICT: 09 FROM SECTION CD-1 AND PLACE IT IN VR-1 – VACATION RENTAL

RECOMMENDATION(S):

1. **THAT** Zoning Amendment Bylaw No. 1190, 2016 be given Third Reading;
- OR**
2. **THAT** the rezoning application associated with Zoning Amendment Bylaw No. 1190, 2016 be considered and determined not to proceed further.

PURPOSE:

To provide Council with information with respect to an application to rezone Lot 5, Plan V IP76227 (the subject site) from CD-1 Single Family Dwelling to VR-1 Vacation Rental.



Figure 1

BACKGROUND:

In 2000/2003, a large development locally known as the Forbes Road Eco Industrial Park was created. It consisted of primarily mixed industrial lots but also contained a number of single family dwelling lots located on the east side of Pacific Crescent (See Figure 1). The development was put in the first Comprehensive Development zone (CD-1). An application has been received to remove

FOR REFERENCE

the subject lot from the CD-1 zone (Single Family Dwelling use) and place it in the VR-1 Vacation Rental zone.

ANALYSIS:

Official Community Plan (OCP)

The proposed land use designation for this property is Residential-Single Family. The change from CD-1 Single Family Dwelling to VR-1 does not change the land use designation. The principle VR-1 land use is Single Family dwelling with the Vacation Rental (VR) use being a secondary use to the principle use. Under Residential, Section 3.5 (i) (5), the OCP encourages VR's as an alternative development form:

5. Permit secondary suites in single-family dwellings with sufficient off-street parking. Permit Vacation rentals as an alternative development form;

Commercial Development, Section 3.6 (3), encourages locally owned small businesses, including those oriented to vacation rentals:

3. Promote and support locally owned small businesses, including those oriented to arts and artisans, home occupation uses, bed and breakfasts, vacation rentals and guest houses;

Zoning

The VR-1 zone is very comparative to the current zone with the noteworthy exceptions of the addition of the secondary permitted use VR-1 and the removal of the B&B use. The applicant also met with staff several times to review the Zoning Bylaw requirements, such as the provision of off street parking, site requirements, and building setbacks. The applicant has taken care to ensure that the renovation of the lower suite into a vacation rental unit will meet the current Building Code and Building Bylaw regulations. A pre-site meeting and inspection with District Staff confirmed that exiting, fire separations and other building code/bylaw requirements could be met. The proposed vacation rental does not require major renovation. There are no exterior additions or outside construction needed for this accessory use to be provided in the home. The applicant has located the required parking for the proposed VR-1 use in the submitted application package (Appendix A).

Staff have noted that the existing front deck and side yard deck of the subject property are currently non-conforming and would still be non-conforming within the VR-1 zoning. Although it is not required to issue a variance permit for these non-conformities to complete this rezoning, Planning Staff consider it important to recognize these non-conformities as part of this process. A Development Variance Permit, made concurrently with this rezoning application, will be considered with recommendations tied to the subject proposal in the Third Reading Report of the Rezoning and as a separate recommendation to the rezoning. The following are the proposed variances:

1. A front yard setback of 4.3m (14.1') for the furthest post of an existing deck, where section VR-1.6.1 (1) (a) of the Zoning Bylaw specifies a minimum setback of 7.5m (25ft).
2. A side yard north deck, where section VR-1.6.1 (1) (c) of the Zoning Bylaw specifies a minimum setback of 1.5m (5ft).

FOR REFERENCE



Figure 2

Affordable Housing

It should be noted that the conversion of secondary suites to VR-1 use erodes an affordable element to Ucluelet's housing inventory. A vacation rental suite can still be used as a secondary suite within VR-1 but the owner has the opportunity to rent nightly and take that unit out of the rental housing inventory. As accommodation levels fluctuate, times of strong accommodation pressure would be accompanied by a high demand of affordable rental housing. The owners would generally choose the most profitable course, which would be the Vacation rental use. A reflection of this is the current acute need for affordable rental housing within Ucluelet and the Region.

SUMMARY:

While a VR-1 use can be a more appropriate accommodation model for property owners who do not wish to have full time renters, the rezoning of this property to VR-1 has the potential to remove a secondary suite unit as an affordable housing option. As the vacation rental use is being proposed within an existing secondary suite and there are no exterior additions or outside construction proposed, there should be minimal impact to the surrounding neighbourhood by the proposed change in zoning.

Respectfully submitted:

John Towgood, Planner 1

DISTRICT OF UCLUELET

Bylaw No. 1190, 2016

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

WHEREAS Section 479 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 P.I.D. 025-814-460, Lot 5, Plan VIP76227, generally as shown highlighted in black on the Schedule 'A' attached to and forming part of this bylaw, be rezoned from CD-1 Single Family Residential to VR-1 Vacation Rental, Single Family Dwelling and the Text and Zoning Maps of the District of Ucluelet Zoning Bylaw No. 1160, 2013 be amended accordingly.

READ A FIRST TIME this 8th day of March, 2016.

READ A SECOND TIME this 8th day of March, 2016.

PUBLIC HEARING held this 12th day of April, 2016.

READ A THIRD TIME this 12th day of April, 2016.

ADOPTED this ** day of ****, 2016.

CERTIFIED A TRUE AND CORRECT COPY of "District of Ucluelet Zoning Amendment Bylaw No. 1190, 2016."

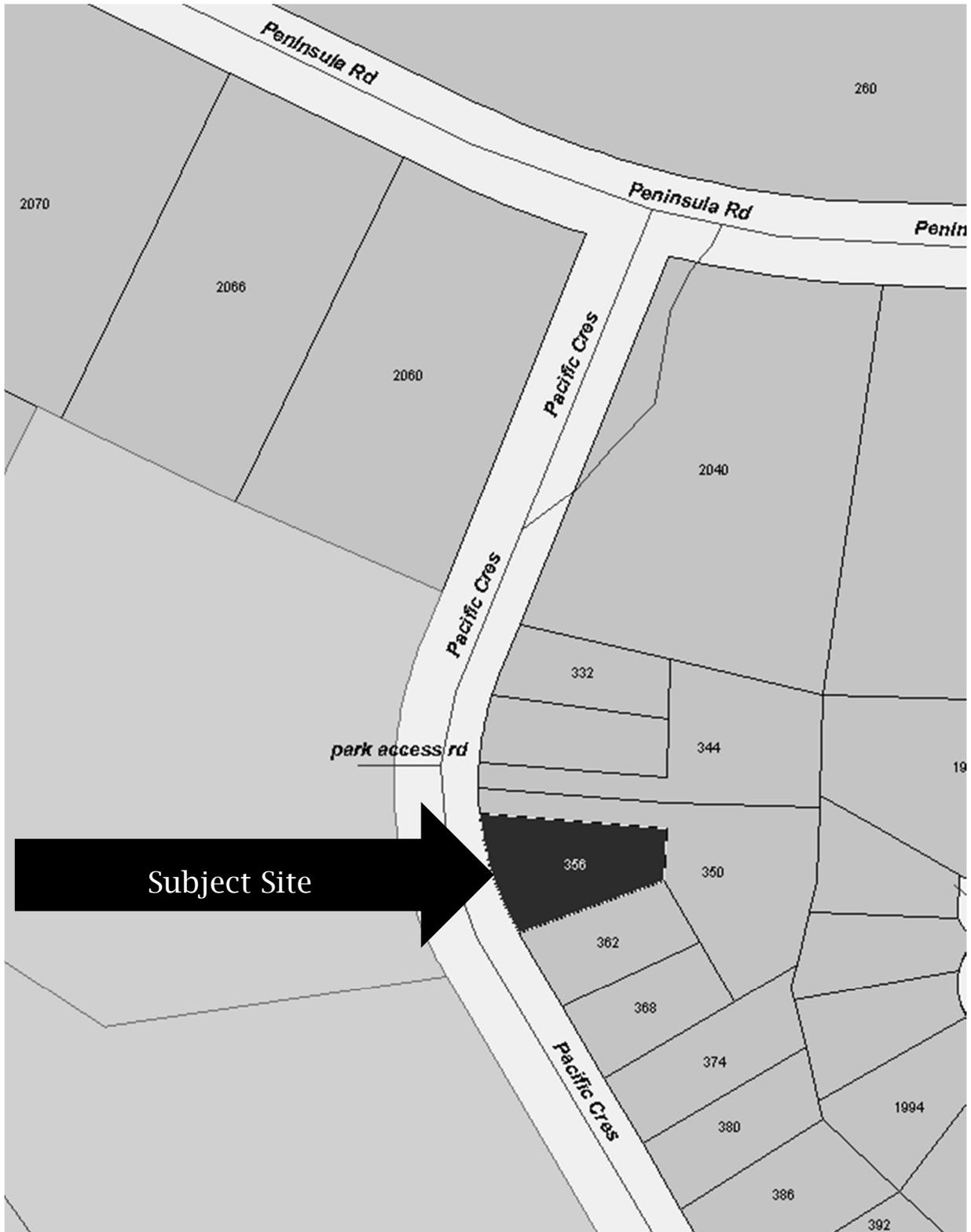
Mayor
Dianne St. Jacques

CAO
Andrew Yeates

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

CAO
Andrew Yeates

SCHEDULE 'A'
Bylaw No. 1190, 2016





STAFF REPORT TO COUNCIL

Council Meeting: April 26, 2016
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JOHN TOWGOOD, PLANNER 1 **FILE NO:** 3360-20 **FOLIO:** 127.099 **REF:** RZ16-03

SUBJECT: PROPOSAL TO AMEND ZONING BYLAW NO. 1160, 2013 BY REMOVING LOT: 50, PLAN: VIP79602, DISTRICT: 09, FROM SECTION CD-3A.1.4 AND PLACE IT IN GH – SMALL LOT SINGLE FAMILY RESIDENTIAL

ATTACHMENTS: THIRD READING REPORT - APRIL 12, 2016

RECOMMENDATION(S):

THAT Council considers approval of one of the following options:

1. **THAT** Zoning Amendment Bylaw No. 1191, 2016 be given Fourth Reading and subsequent adoption;

OR

2. **THAT** the rezoning application associated with Zoning Amendment Bylaw No. 1191, 2016 be considered and determined not to proceed further.

PURPOSE:

To provide Council with information with respect to an application to rezone Lot 50, Plan VIP79602 from CD-3 Zone – Rainforest, Multiple Family Residential to GH Zone - Guest House.

Respectfully submitted:

John Towgood, Planner 1

FOR REFERENCE



STAFF REPORT TO COUNCIL

Council Meeting: April 12, 2016
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JOHN TOWGOOD, PLANNER 1

FILE NO: 3360-20

FOLIO: 127.099

REF: RZ16-03

SUBJECT: PROPOSAL TO AMEND ZONING BYLAW NO. 1160, 2013 BY REMOVING LOT: 50, PLAN: VIP79602, DISTRICT: 09, FROM SECTION CD-3A.1.4 AND PLACE IT IN GH – SMALL LOT SINGLE FAMILY RESIDENTIAL

RECOMMENDATION(S):

THAT Council considers approval of one of the following options:

1. **THAT** Zoning Amendment Bylaw No. 1191, 2016 be given Third Reading;

OR

2. **THAT** the rezoning application associated with Zoning Amendment Bylaw No. 1191, 2016 be considered and determined not to proceed further.

PURPOSE:

To provide Council with information with respect to an application to rezone Lot 50, Plan VIP79602 from CD-3 Zone – Rainforest, Multiple Family Residential to GH Zone - Guest House.

BACKGROUND:

In 2004/2005, a large 50 lot development locally known as the Rainforest Estates was created. It consisted of primarily single family dwellings with three larger mixed commercial/residential/resort condo lots, two large multifamily lots (one of which is the subject lot) and a community care facility. None of the mixed commercial, residential, resort condo lots or large multifamily lots have been developed and approximately 50% of the single family residential lots still remain to be developed. Phase I of the care facility has been completed and the area's two designated park lots are not developed at this time.

The last few years have seen the greatest rate of single family dwelling build-out due to the lower land costs in the area. The subject site (Figure 1) is zoned "CD-3A - Multiple Family Residential" which supports a principle use of Multi Family Residential. Staff have noted the subject lot as being a very problematic lot to develop as it has an identified stream with two small tributaries located within its boundaries. Section 306.2 of Ucluelet Zoning Bylaw indicates a 30m setback to the natural boundary of any other natural watercourse:

306.2 In addition to minimum setback requirements of other parts of this Bylaw:

(1) No building or structure may be placed, constructed, sunk into, erected, moved, sited, altered or enlarged within

FOR REFERENCE

(b) 30 m (98.5 ft) of the natural boundary of any other natural watercourse or source of water supply,

This 30m setback fully applies and makes the subject lot practically unbuildable. The 30m setback can be varied by a DVP or BOV with an environment assessment by a qualified environment professional (QEP) in accordance with Riparian Area Regulation (RAR). The applicant has supplied a 2015 QEP assessment report (Appendix A) which indicated a water course setback to 10m. It should be noted that this report was not based on a development and that any future development will need to address its specific impact into the 30m riparian area. Considering the proposed 10m setback, the buildable area is still severely reduced (Figure 2). The Applicant has submitted an application to rezone the subject lot GH Guest House in an attempt to work with the site's topography and environmental considerations.

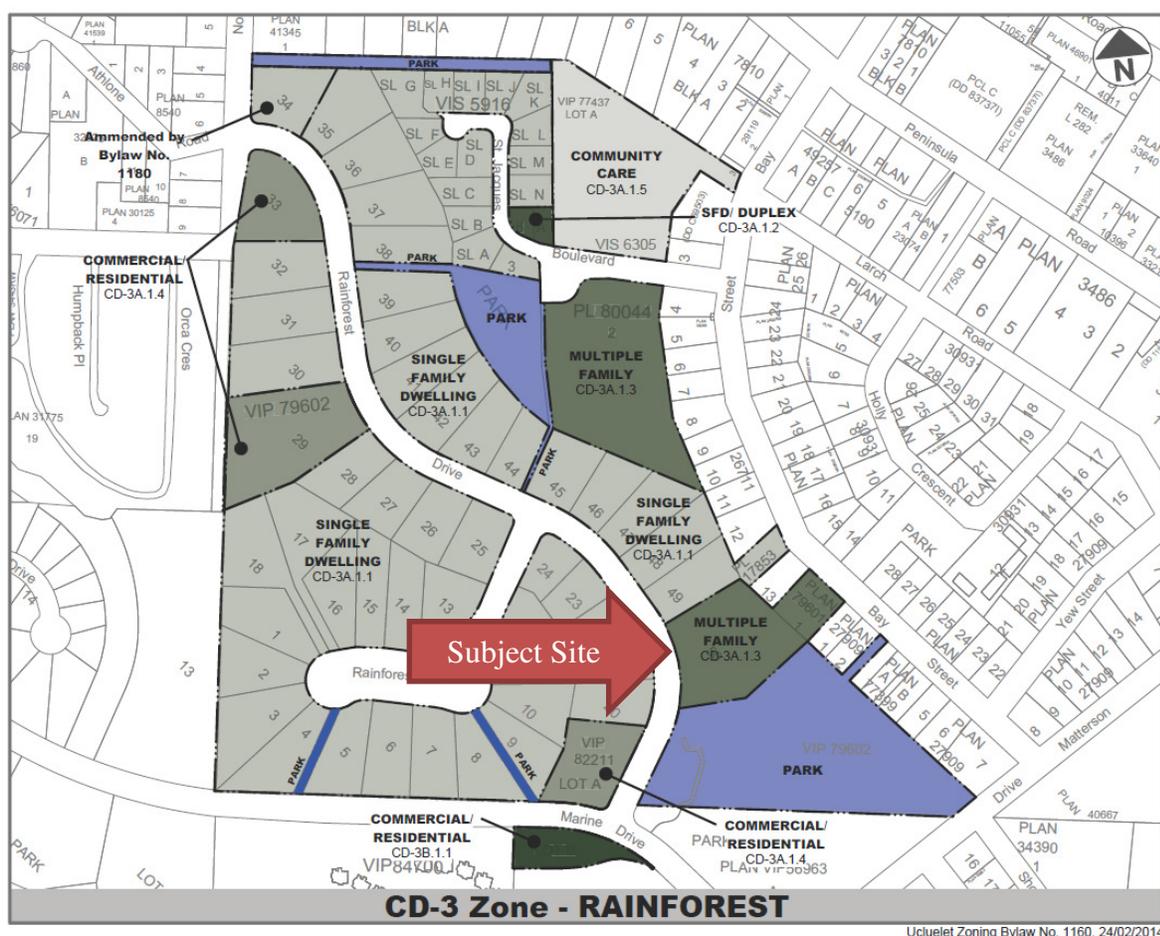


Figure 1

ANALYSIS:

This Lot was part of a large 2004/2005 development which considered density, appropriate use of parks and park contributions, affordable housing and amenities. The current title to the property does not indicate a Master Development Agreement (MDA) or long term development covenants that would affect the land uses. Planning Staff have broken down the analysis as follows:

FOR REFERENCE

OCP

The Official Community Plan (OCP) supports the rezoning to the GH zone s follows:

The Affordable housing section of the OCP

8. Use comprehensive development zoning to promote rental housing development and accommodate special needs housing development, Guest House accommodation, and the provision of housing for seasonal workers;

The Commercial aspect of Guest Houses within CD zones are supported in the commercial development section of the OCP:

3. Promote and support locally owned small businesses, including those oriented to arts and artisans, home occupation uses, bed and breakfasts, vacation rentals and Guest Houses;

The subject lot lies within the Comprehensive Development designation in the OCP's proposed land use designations map. This designation for the most part directs future growth of large undeveloped sections of Ucluelet. That being said, the Guest House use is a contemplated supported use within the Comprehensive Development designation.

Current Zoning

The subject property is currently zoned CD-3A and is part of a 2004 comprehensive development that included the Rainforest Estates subdivision, the St. Jacques subdivision, the Seaview Seniors Center and the skate park . The zoning regulations that are specific to lot 50 are as follows:

- *CD-3A.1.3 The following uses are permitted on Lot 50, Plan VIP79602 and Lot 2, Plan VIP8044, in the areas of the CD-3 Zone Plan labeled "Multiple Family", but secondary permitted uses are only permitted in conjunction with a principal permitted use:*
 - (1) Principal:*
 - (a) Multiple Family Residential*
 - (2) Secondary:*
 - (a) Home Occupation*
- *CD-3A.3 Density: [As amended by Bylaw 1180]*
 - CD-3A.3.1 Maximum Number:*
 - (1) Single Family Dwelling: 1 per lot*
 - (2) Duplex Dwelling: 1 per lot*
 - (3) Multiple Family Residential: 20 dwelling units per lot*
 - *CD-3A.3.2 Maximum Floor Area Ratio:*
 - (3) Multiple Family Residential: 0.70*
 - *CD-3A.3.3 Maximum Lot Coverage:*
 - (3) Multiple Family Residential: 40%*

With Multiple Family Residential being defined as follows:

"Multiple Family Residential" (or "MFR") means a building, or group of buildings on the same lot, each containing three or more dwelling units, for residential use only and specifically excluding commercial tourist accommodation, on a lot which includes unless otherwise specified in a particular Zone;

FOR REFERENCE

The defining zoning element to the subject lot is the 30m Water Course Setback. The subject site's allowable 20 unit density, the maximum Floor Area Ratio, the maximum Lot Coverage and the defined minimum of three multifamily units per building will be difficult to achieve even after a variance allowed with the support of a QEP.

Proposed Zoning

The applicant is proposing the subject lot be rezoned to GH - Guest House zone. This Zone is intended to facilitate a single family dwelling with accessory use of guest room and guest cabins as defined in Ucluelet's Zoning Bylaw:

GH.1.1 The following uses are permitted, but secondary permitted uses are only permitted in conjunction with a principal permitted use:

- *GH.1 Permitted Uses:*

(1) Principal:

(a) Single Family Dwelling

(b) Guest House

(2) Secondary:

(a) Guest Cottage

- *GH.3.1 Maximum Density:*

(1) 1 single family dwelling per lot or 1 guest house per lot, the latter with up to:

(a) 4 guest rooms if lot area between 2,000 m² and 4,000 m², or

(b) 6 guest rooms if lot area exceeds 4,000 m² (1 acre); plus

(2) 2 guest cottages per lot if lot area between 2,000 m² and 4,000 m², or

(3) 4 guest cottages per lot if lot area exceeds 4,000 m² (1 acre).

- *GH.3.2 Maximum Lot Coverage: 40%*

With the Subject lot area at 6306m² (67879ft²), maximum Density and Lot Coverage will be difficult to achieve and the lot would support four 400ft² cottages. The change in zoning will not dramatically change the setbacks of the property.

FOR REFERENCE



Figure 2

Affordable Housing

Considering the problematic development of a multiple family building on this lot it is doubtful that the property could have been used for its proposed use. Staff suggested to the applicant that we work together to create a tiny house zoning specific to this site. The applicant did not want to develop in that direction and wanted to continue to rezone to a Guest House use.

FOR REFERENCE

Neighbourhood Impact and Continuity

The impact of this zoning change is it will reduce the potential impact of development and maintain the proposed continuity planned for the neighbourhood.

Amenity Contributions

In the original 2004 Comprehensive Development, the density bonusing framework was based on a 10% parkland dedication, amenity contribution, provided in the form of public recreational amenities, open space and green space.

1. A "tot" park worth approx. \$20,000.00;
2. A skateboard park and associated parking area worth approx. \$200,000.00;
3. The rebuilding and reconstruction of the Big Beach Trail from Bay Street to Marine Drive and dedication of a public right-of-way from Bay Street to Big Beach (Big Beach Trail) worth approx. \$25,000.00;
4. The construction 1,500 metres of Trail within District right-of-ways (1,500 metres at \$80/m) valued at \$120,000.00;
5. The donation of a 7,100 ft² lot to the District of Ucluelet for a daycare centre and the dedication of an additional 4.12 acres of parkland on DL 282. (\$50,589.00);
6. The construction of a basketball court worth approx. \$55,000.00;
7. A \$100,000.00 monetary contribution to the District of Ucluelet payable at the time of the completion of subdivision of DL 282 (2004);

All amenities from the original 2004 development have been provided, and continue to form an integral part of the community. Planning Staff consider this rezoning a direct downzoning and reduction of density. Planning staff consider that the development of this lot with the stream and small building area will not leave room for amenity contributions above and beyond the development cost charges collected at time of building permit.

SUMMARY:

Staff have met with the applicant/owner over the past few months. The removal of the multiple family residential zoning from the subject lot and placing it in the Guest House zoning is a creative way to overcome the topographical and environment considerations of the subject site. The loss of a potential Multifamily Residential lot is mitigated by the existing multifamily lots available in the area and the potential for other lots to come on the market if a pressure for that type of housing occurs. The proposed use is supported by the OPC and the Guest House use will benefit from the site's location as it will take advantage of the Wild Pacific Trail and Big Beach Park.

Respectfully submitted:



John Towgood, Planner 1

DISTRICT OF UCLUELET

Bylaw No. 1191, 2016

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

WHEREAS Section 479 and other parts of the *Local Government Act* authorize zoning and other development regulations;

AND WHEREAS the owner of Lot 50, District 09, District Lot 282, Clayoquot District, Plan VIP79602 (the “**Lands**”), generally as shown highlighted in black on the Schedule ‘A’ attached to and forming part of this bylaw, has applied to amend the District of Ucluelet Zoning Bylaw No. 1160, 2013 (“**Zoning Bylaw**”) in order to remove the multiple family residential uses from the Lands and rezone the lands to GH Guest House;

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

1. The Zoning Bylaw is amended by deleting the Lot “50” reference for the Lands from the short legal descriptions under CD-3A.1.3 along with consequential amendments, such that those subsections of the Zoning Bylaw read as follows:

CD-3A.1.3 The following uses are permitted on Lot 2, Plan VIP8044, in the areas of the CD-3 Zone Plan labeled “Multiple Family”, but secondary permitted uses are only permitted in conjunction with a principal permitted use:

- (1) Principal:
 - (a) Multiple Family Residential
- (2) Secondary:
 - (a) Home Occupation

2. The Zoning Map and the CD-3 Zone Plan of the Zoning Bylaw be updated accordingly.
3. This bylaw may be cited as “Zoning Amendment Bylaw No. 1191, 2016”.

READ A FIRST TIME this 8th day of March, 2016.

READ A SECOND TIME this 8th day of March, 2016.

PUBLIC HEARING held this 12th day of April, 2016.

READ A THIRD TIME this 12th day of April, 2016.

ADOPTED this XX day of XXX, 2016.

CERTIFIED A TRUE AND CORRECT COPY of “District of Ucluelet Zoning Amendment Bylaw No. 1191, 2016.”

Mayor
Dianne St. Jacques

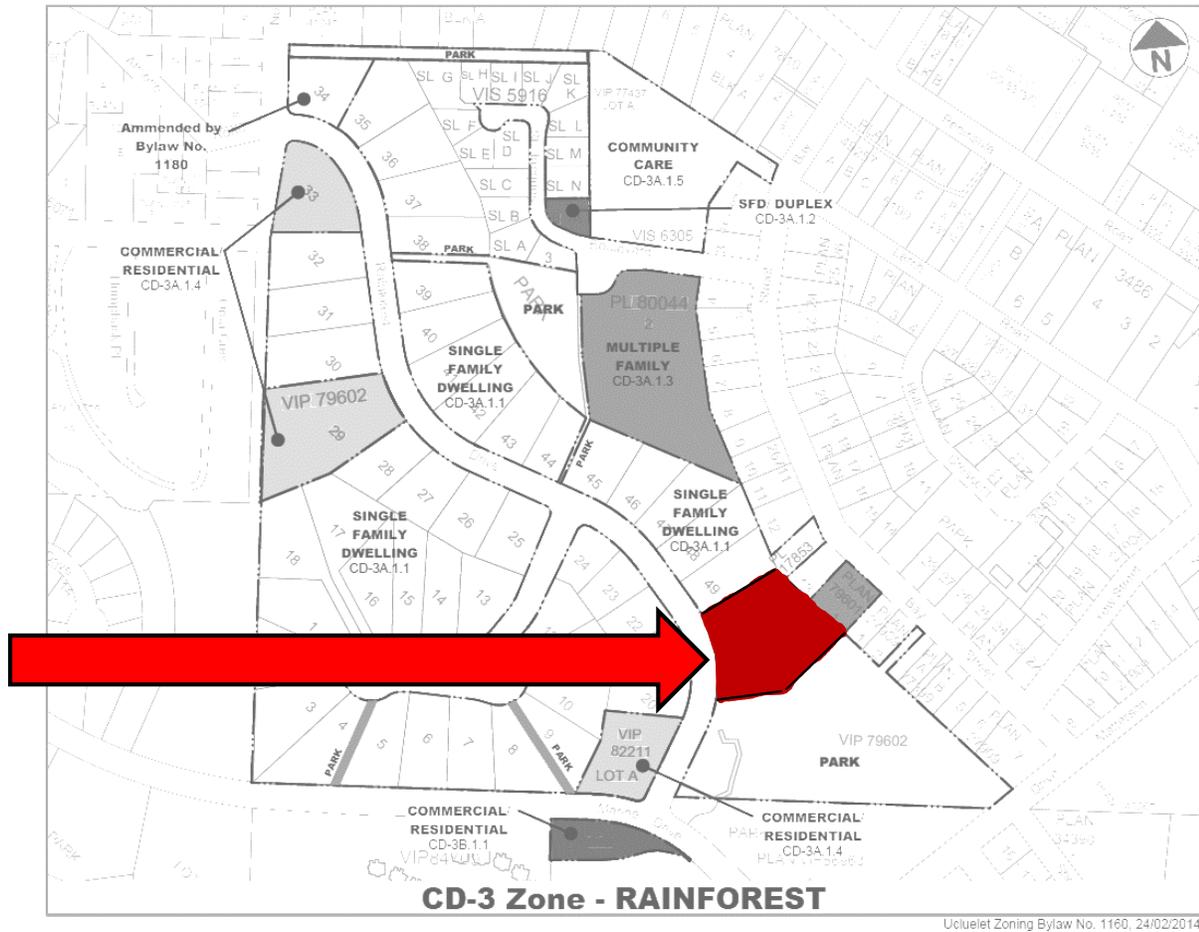
CAO
Andrew Yeates

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

CAO
Andrew Yeates

SCHEDULE "A"

Bylaw 1191, 2016



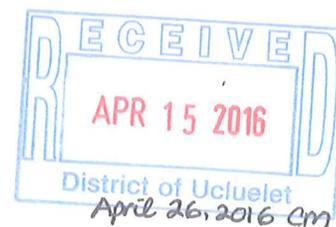


Steelworkers Local 1-85

4904 Montrose St, Port Alberni, BC V9Y 1M3, T: 250-724-0171 F: 250-724-2800

Email: lnauke@usw185.com, www.usw185.com

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



April 5, 2016

We invite you to attend Day of Mourning:

On April 28, 2016, the United Steelworkers Local 1-85 will host a Day of Mourning Ceremony at the Steelworkers Hall at 4904 Montrose Street at 10:30 am (Doors Open at 10:00 am).

Day of Mourning Ceremonies have been held across the country ever since the Canadian Labour Congress initiated a National Day of Mourning Ceremony on April 28, 1984. The National Day of Remembrance offers an opportunity for us to honour co-workers, friends, and family who've lost their lives to workplace injury and disease, and to collectively renew the commitment to create safer workplaces in our province.

We invite you to join us in showing support for the Day of Mourning at our Ceremony. This year we have chosen Fir Park Village as the local charity we would like to support as they are raising money for a new bus, so in lieu of flowers or a wreath we would ask that you make a donation to Fir Park Village. There will be individual carnations at the ceremony to be laid at the cenotaph upon the completion of the ceremony.

Date: April 28, 2016 (Thursday)

Time: 10:00 am Doors Open
 10:30 am Ceremony Starts

Location: 4904 Montrose Street, Port Alberni, BC

Yours truly,

A handwritten signature in blue ink that reads "Glen Cheetham".

Glen Cheetham, Financial Secretary
 USW Local 1-85

Subject: Economic Development Conference June 12-14th

From: McLay, Cheryl JTST:EX [<mailto:Cheryl.McLay@gov.bc.ca>]
Sent: Wednesday, April 20, 2016 9:06 AM
To: McLay, Cheryl JTST:EX <Cheryl.McLay@gov.bc.ca>
Subject: Economic Development Conference- June 12-14th

Hi All. If you are interested in professional development re: economic development please check out the British Columbia Economic Development Association's Economic Summit- June 12-14th in Richmond...

2016 BC Economic Summit
June 12th to 14th
Pacific Gateway Hotel, Richmond

The BCEDA BC Economic Summit takes you out of the office and gives you the space to imagine, create and discuss key issues facing economic developers, local Aboriginal and non-Aboriginal leaders, community planners, and more, with some of the most creative and strategic minds in the industry.

This year's Summit, Past, Present & Future, will celebrate BCEDA's 35th Anniversary by respecting the Past, embracing the Present, and shaping the Future. Connect with forward-looking strategic leaders to learn how to increase productivity, competitiveness, and make the most of your community's economic development potential. The program features keynote presentations by distinguished experts, relevant, highly practical and interactive workshops on hot topics, such as:

- Coworking Spaces
- Under the Microscope: Economic Development Websites
- Craft Breweries: A Potential for Economic Development
- You Did What? And it Worked?
- Downtowns: Vacant Spaces to Happening Places
- Economic Disaster Recovery
- Energy: Boom, Bust and Everything in Between

Full Agenda here:

http://bceda.ca/sites/default/files/2016%20BC%20Economic%20Summit%20Agenda%20-%20Draft_2.pdf

Register here:

<https://www.gifttool.com/registrar/ShowEventDetails?ID=1740&EID=21185>

The International Economic Development Council is also offering a Business Retention and Expansion Course in conjunction with the conference.

I will be attending both and hope to see you there!

Best,

Cheryl McLay

Regional Manager Vancouver Island/Coast
Regional Economic Operations
Ministry of Jobs, Tourism and Skills Training
2080 Labieux Road Nanaimo

Invitation re: 2016 BC Economic Summit, June 12-14, 2016 Min...

Subject: Save the Date: June 15th, 2016 Creative City Network of Canada Island Region Meet-Up

From: Patricia Huntsman [<mailto:> ]

Sent: April-21-16 4:14 PM

To: Patricia Huntsman <info@patriciahuntsman.ca>

Cc: Nichola Reddington ; Debbie <debbie@nanaimomuseum.ca>

Subject: Save the Date: June 15th, 2016 Creative City Network of Canada Island Region Meet-Up

Dear Colleagues,

Please **Save the Date** for the **June 15th Island Regional Meet Up** organized by the **Creative City Network of Canada** and their President, Nichola Reddington, Senior Culture Coordinator at the City of Victoria.

This **Meet Up** will be held at the **Nanaimo Museum** from **10am-3:30pm**, and will focus in on three learning streams of importance to community cultural development on Vancouver Island:

- 1/Creative Economy and Entrepreneurship with guest speaker Caron Somers of Etsy;
- 2/Social Entreprise; and
- 3/Cultural Tourism.

Further information on guest speakers to follow. Please share with cultural administrators in your area who you think may be interested in joining us.

Looking forward to seeing you in June!

Kind regards,

Patricia Huntsman
CCNC Summit Committee Member
<image0011.jpg>

Patricia Huntsman, MBA, BA
Culture + Communication
1.250.468.9293
www.patriciahuntsman.com

"Life is short, art is long." - Hippocrates