



**REGULAR MEETING OF COUNCIL**  
**Tuesday, February 13, 2018 @ 7:30 PM**  
**George Fraser Room, Ucluelet Community Centre,**  
**500 Matterson Drive, Ucluelet**

**AGENDA**

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1. CALL TO ORDER	
2. ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORY	
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3. ADDITIONS TO AGENDA	
4. ADOPTION OF MINUTES	
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• Bill Morrison, Ucluelet Aquarium Society Re: Employee Housing <a href="#">D-3 Ucluelet Aquarium Society</a>	27
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10. COUNCIL COMMITTEE REPORTS
- 10.1 Councillor Sally Mole  
*Deputy Mayor April – June*
- Ucluelet & Area Child Care Society
  - Westcoast Community Resources Society

- Coastal Family Resource Coalition
- Food Bank on the Edge
- Recreation Commission
- Ucluelet Health Centre Working Group

=> *Other Reports*

10.2 Councillor Marilyn McEwen  
*Deputy Mayor July – September*

- West Coast Multiplex Society
- Ucluelet & Area Historical Society
- Wild Pacific Trail Society
- Vancouver Island Regional Library Board – Trustee
- Alberni-Clayoquot Regional District Board – Alternate

=> *Other Reports*

10.3 Councillor Mayco Noel  
*Deputy Mayor October – December*

- Ucluelet Volunteer Fire Brigade
- Central West Coast Forest Society
- Ucluelet Chamber of Commerce
- Tourism Ucluelet
- Signage Committee
- Clayoquot Biosphere Trust Society - Alternate
- Barkley Community Forest Board

=> *Other Reports*

10.4 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*

10.5 Mayor Dianne St. Jacques

- Alberni-Clayoquot Regional District Board
- West Coast Committee

- Airport Committee
  - Coastal Community Network
  - Groundfish Development Authority
  - DFO Fisheries Committees for Groundfish & Hake
  - Regional Fisheries Committees
  - Pacific Rim Arts Society
  - Whale Fest Committees
  - Ucluelet Health Centre Working Group
- => *Other Reports*

## 11. REPORTS

- |       |   |           |
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| 11.1. | 2018 Council Meeting Schedule Update<br><i>Marlene Lagoa, Deputy Municipal Clerk</i><br><a href="#">R-1 Updated Council Meeting Schedule</a>  | 53 - 54   |
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| 11.4. | BYLAW - Zoning Amendment Bylaw No. 1219, 2017<br><a href="#">R-4 Bylaw 1219</a>   | 59 - 60   |
| 11.5. | Development Variance Permit and Amendment to Development Permit DP17-10 for 266 Boardwalk Boulevard<br><i>John Towgood, Planner 1</i><br><a href="#">R-5 DP17-10 DP Report</a><br><a href="#">R-5 Appendix A - Application</a><br><a href="#">R-5 Appendix B - Permit</a><br><a href="#">R-5 Appendix C - Nov 28 report</a><br><a href="#">R-5 - Letter from Porter &amp; Plumb</a> | 61 - 83   |
| 11.6. | Development Permit - 253 Boardwalk Boulevard<br><i>John Towgood, Planner 1</i><br><a href="#">R-6 DP18-02 Report</a><br><a href="#">R-6 Appendix A - Application</a><br><a href="#">R-6 Appendix B - Permit</a>   | 85 - 102  |
| 11.7. | Supplemental Information to the Application Package to Amend Zoning Bylaw No. 1160, 2013 for the Development of Lot 1, Plan VIP85870 as Black Rock Staff Housing<br><i>John Towgood, Planner 1</i><br><a href="#">R-7 RZ17-06 Report</a><br><a href="#">R-7 Appendix A - Landscape Drawings</a>   | 103 - 110 |
| 11.8. | St. Jacques Community Accessible Park   | 111 - 112 |

*Abigail Fortune, Directory of Parks and Recreation*

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12. LEGISLATION
13. LATE ITEMS
14. NEW BUSINESS
15. QUESTION PERIOD
16. CLOSED SESSION
  
17. ADJOURNMENT



**DISTRICT OF UCLUELET**  
**MINUTES OF THE REGULAR COUNCIL MEETING**  
**HELD IN THE GEORGE FRASER ROOM, 500 MATTERSON DRIVE**  
**Tuesday, January 23, 2018 at 7:30 PM**

Present:       **Chair:**           Mayor St. Jacques  
                  **Council:**       Councillors McEwen, Oliwa, Mole, and Noel  
                  **Staff:**           Mark Boysen, Chief Administrative Officer  
                          Darcey Bouvier, Recording Secretary

Regrets:

**1. CALL TO ORDER**

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

**2. ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORY**

**2.1 Council acknowledged the Yuułu?iil?ath First Nations on whose traditional territories the District of Ucluelet operates.**

**3. ADDITIONS TO AGENDA**

**4. ADOPTION OF MINUTES**

**4.1 December 12, 2017 Regular Minutes**

**It was moved by Councillor Mole and seconded by Councillor McEwen**

*THAT Council approve the December 12, 2017 Regular Minutes as presented.*

CARRIED.

**4.2 December 12, 2017 Late Minutes**

**It was moved by Councillor Mole and seconded by Councillor McEwen**

*THAT Council approve the December 12, 2017 Late Minutes as presented.*

CARRIED.

**5. UNFINISHED BUSINESS**

**6. MAYOR'S ANNOUNCEMENTS**

**6.1 Mayor St. Jacques thanked the community and all the first responders for their actions during the tsunami evacuation last**

night. Mayor St. Jacques commented on how everyone was very respectful, and cooperative.

Mayor St. Jacques noted the Ministry of Transportation is hosting a public information session on the Kennedy Hill upgrades tonight at the Ucluelet Community Centre from 4:00 - 7:00pm.

## 7. PUBLIC INPUT, DELEGATIONS & PETITIONS

7.1 **J.Gray** - Wanted to comment on her application to rezone her property. It is their hope to put community first and strive to protect the sense of community. Noted their end goal is to have their home occasionally rented, with their secondary suite always remaining as full time residential. They want to slow their work lives, but in order to maintain their home they need to source another income so they can afford to keep it. Most of the neighbourhood consist of vacation rentals, with no complaints from neighbours. It is their hope that council would consider option number 2 to allow for the requested designation of VR-2.

**T. Eeftink** - Owner of Majestic Ocean Kayaking and have been in business for 25 years and employ 15 people each summer. Here to support the Toquaht First Nation and their boat launch project. Over the years they have consistently worked with the Toquaht First Nation, who in turn have been very generous and fair, forming agreements which allow them to work on Toquaht land. Emphasized the importance of the boat launch for all recreation users and noted there is no other location that offers what Toquaht First Nations can. They offer a safe and sheltered launch area, well maintained road, overnight parking and is considered an essential service for many recreational & commercial users.

**L. Grills** - Owner of a recreational property in the Barclay Sound, and utilizes the Toquaht Bay boat launch year-round. Stated the boat launch is a necessity for locals and visitors, especially during inclement weather and reiterated the importance of the Toquaht First Nation's boat launch.

7.1 Public Input

7.2 Delegations

**Lilly Woodbury - Chapter Manager & Jason Sam - Vice Chair,  
Surfrider Pacific Rim  
Re: Surfrider Pacific Rim's mission, accomplishments, and**

**goals for 2018.**

- Non-profit organization, dedicated to the protection and enjoyment of ocean, beaches and waves, that is enacted through a powerful activist network which spans internationally.
- Surfrider Foundation began in 1994 in San Clemente, California
- The focus for the Pacific Rim chapter is to eliminate single use plastic, implement progressive recycling practices, and working with youth, businesses, locals and visitors to raise awareness about coastal stewardship and ocean friendly behaviours.
- Campaign's and programs include: straws suck, ban the plastic bag, hold on to your butt, ocean friendly business, wetsuit reincarnation, stitch 'n' beach, youth environmental stewardship, rise above plastics, recycling marine debris, and love your beach clean up.

**Chief Derek Peters & Chief Councillor Robert Dennis Sr.,  
Huu-ay-aht First Nation****Re: Development of the proposed LNG Project**

- Delegation was re-scheduled for a later date.

**Rick Shafer - Economic Development, Toquaht First Nation  
Re: Remediation at the Toquaht Bay Camp Ground and  
Marina**

- Mr. Shafer has worked the Toquaht Nation for 18 years and is here to speak on behalf of Chief Ann Mack. Also introduced Noah Plonka, elected Member of Council for Toquaht, as well as the General Manager of the campground and marina.
- Noted in 2013 the campground at the old Ministry of Forest was shut down due to contamination from the old iron/ore mine above Maggie lake.
- In March 2013 the results came back with elevated levels of contaminants, campground was subsequently shut down.
- Purpose tonight is to provide information on how things have transpired, moving forward and analyzing remedial options, overview of what is going to happen over the next couple of years, and to express concern over the lack of marina out there
- Meeting with the Province tomorrow to discuss the four options and hope to eliminate two of those. Hope to have

final option by this Spring.

- The remediation process is expected to take up to five years, and the entire existing marina and boat ramp at the old site needs to be removed for up to three years. All the sand in the intertidal and subtidal zones is contaminated and needs to be excavated.
- trying to move forward with building a new boat ramp at Secret Beach.
- Projecting if they don't have the marina, occupancy rates at the campground will drop significantly; to the point they won't have enough revenue to remain open.
- Requesting a letter of support for Toquaht outlining a) recognition of the negative impact on kayak operators, boaters, and to the community in general when the boat launch and marina were shut down in 2013 and also b) express concern if the marina and campground were shut down for another 3 years.

**Samantha Hackett, West Coast Multiplex Society**  
**Re: Multiplex Survey**

- Acknowledged that we are on Yuułu?if?ath First Nation's traditional territory and thanked them for their strong, continued commitment to the Multiplex.
- Thanked Ucluelet Council for the support to create diversity, recreation and an indoor gathering place for activities and events, that fosters a sense of community connectedness among all west coast children and adults.
- There are so many uses for this facility and will provided a key piece for recreation going forward
- The initial phase will include a full size ice surface, suitable for ice hockey, skating, curling, short track speed skating, fitness, physio, rehabilitation, soccer, wrestling, basketball, volleyball, tennis, lacrosse, celebrations, numerous types of events, and can act as a high-ground emergency shelter.
- From the survey results, the society recognizes there is support overall as presented but reiterated the order in which they will be built is important.
- Understand there is some resistance to tax increase due to facility operating costs, however the Society has been able to find options to reduce costs through grants, donations, and gaming money. The survey did present the worst case scenario and would actually operate at a lower

cost.

- This project is about keeping those in the community who are contributing to the livelihood of our community, and also to attract new families.
- The responsibility to raise the capital lies with the Society and will continue to partner with the 8 communities to ensure this becomes a reality.
- Thanked all the volunteers, supporters, businesses, and communities for their continued support.
- While there were mixed responses on the survey, the 5 First Nations have continued their support (3 of the 5 have signed their letter of support, the other 2 have sent verbal commitment, but haven't been able to submit their signed documents yet)
- This is a reminder of our unique collaboration with the 8 communities for a single west-coast goal. It carries substantial weight for the future for everyone in this region, through an inclusive approach to our collective needs, and will create a better region for ourselves and for our children.

## 8. CORRESPONDENCE

### 8.1 Request for Letter of Support

***Doug Findlater - Mayor, District of West Kelowna***

**It was moved by Councillor McEwen and seconded by Councillor Oliwa**

*THAT Council direct Staff to write a letter of support, requesting a significant portion of the provincial share of the cannabis tax sharing formula be provided to local governments.*

CARRIED.

### 8.2 Request for Consideration on the Proposed Highway 4 Closures

***Myrna Ratledge***

**It was moved by Councillor McEwen and seconded by Councillor Noel**

*THAT Council receive correspondence item, "Request for Consideration on the Proposed Highway 4 Closures" for information, and direct Staff to notify Myrna Ratledge about the Ministry of Transportation meeting tomorrow.*

CARRIED.

### 8.3 Request to Consider Changes to Short Term Rental Procedures

***Kerry Harwood***

**It was moved by Councillor McEwen and seconded by Councillor Mole**

*THAT Council receive correspondence item, "Request to Consider Changes to*

*Short Term Rental Procedures" for information and to refer this item to the OCP review process.*

CARRIED.

**8.4 Letter of Intent to Become a Cannabis Retailer  
Andrew Hanson, Ucluelet Liquor Store**

**It was moved by Councillor Mole and seconded by Councillor Noel**

*THAT Council receive correspondence item, "Letter of Intent to Become a Cannabis Retailer" for information and refer the letter to staff.*

CARRIED.

**8.5 Letters from Students to Mayor and Council  
Ucluelet Secondary School Students**

**It was moved by Mayor St. Jacques and seconded by Councillor McEwen**

*THAT Council direct Staff to write a letter to the Ucluelet Secondary School students, thanking them for taking the time to write their letters and for their suggestions.*

CARRIED.

**9. INFORMATION ITEMS**

**9.1 Ocean Protection Plan - Maritime Awareness Information System (MAIS) Update  
Transport Canada, Pacific Region / Government of Canada**

**9.2 Notice of Victoria City Council's Resolution - Modernizing the BC Motor Vehicle Act  
City of Victoria**

**It was moved by Councillor McEwen and seconded by Councillor Noel**

*THAT Council receive information items, 9.1 and 9.2 as a block.*

CARRIED.

**10. COUNCIL COMMITTEE REPORTS**

**10.1 Councillor Sally Mole  
Deputy Mayor April – June**

**10.2 Councillor Marilyn McEwen  
Deputy Mayor July – September**

**Vancouver Island Regional Library Board – Trustee**

- AGM was January 20th
- New trustees on board, of the 39 there are 4 new members, one of which is Councillor Cathy Thicke from Tofino.

- They elect their executive at this meeting and have 11 on their Board of Directors. Barry Avis, Chair and Steve Arnett, Vice Chair, with 9 on the executive committee.
- Funding: 6% provincial, 92% local/municipal levies, 2% other sources.
- Membership in Ucluelet: 12% kids, 4% teens, %80 adults. System wide: 11% kids, 6% teens, and 83% for adults.

**10.3** Councillor Mayco Noel  
*Deputy Mayor October – December*

**10.4** Councillor Randy Oliwa  
*Deputy Mayor January – March*

=> **Other Reports**

- Attended a Tofino Council meeting.
- Attended SD70 Board of Education meeting. On the December 12th agenda, information item noted the School District will commence with a SPIR and PDR report for Ucluelet Elementary School, Ucluelet Secondary for seismic upgrades. The reports are due to the Ministry by March 31st.
- Discussions with the Parent Advisory Committee in Ucluelet. Going to attend the Board of Education meeting as a Delegation in February.

**It was moved by Councillor Mole and seconded by Councillor Oliwa.**

*THAT Council direct Staff to request a meeting with the local School Board Staff and the West Coast Trustees when they meet next in Ucluelet.*

CARRIED.

**10.5** Mayor Dianne St. Jacques

**Alberni-Clayoquot Regional District Board**

- Met in December.
- Heard the delegation on the Huu-ay-aht First Nations and their partner in regards to the Steelhead LNG project that is moving forward. This project is still in the feasibility study stage; they are currently in the process of going around to the communities to keep them informed as to what is transpiring. Long project; looking at floating on a pier at

Sarita Bay.

- West Coast Resource Centre requested \$2,500 grant for the job expo again here on the coast and it was granted.

### **West Coast Committee**

- Met last week. Had the Pacific Rim National Park Staff as a Delegation. They are doing a bio cell at the airport lands and it is from a contaminated Grice Bay location. This area will be encapsulated for the soil to be remediated. 7,000 cubic meters of soil will be remediated, construction to be an above ground structure which measures 20m x 200m x 2m and will commence in June; the project taking between 3-5 years.
- Marcie Dewitt spoke on the transportation study that will hopefully be completed by BC Transit this year to look at transportation from Hitatsu to Tofino and back.
- Pacific Rim National Park staff reported the ticket dispensers have been back up as of January 01. Youth 17 & under will be free.
- There is a new name for the Traverse Trail, it has been renamed to ʔapsčiiik t'ašii and is moving along on schedule.
- Airport update, Pacific Coastal will start their scheduled flights from Vancouver's South Terminal to Long Beach airport. Later in the Spring should see a Victoria to Tofino flight. Also of note: upgrades to the parking lot, extending the maintenance building, and putting in for a \$5.4 million grant through the federal government for apron rehabilitation

### **DFO Fisheries Committees for Groundfish & Hake**

- Economic development study to be done on the impacts of the fishery on the Coast and the factory ships and freezer trollers.
- Participated in which company would be awarded, and Gordon Gislason & Associates was awarded the contract.

**It was moved by Councillor Mole and seconded by Councillor McEwen.**

*THAT Council receive the committee reports as presented.*

CARRIED.

## **11. REPORTS**

### **11.1 Request to Remove Condition 1(b) from an October 10, 2017 Council Motion**

**Bruce Greig, Manager of Community Planning**

**It was moved by Councillor Mole and seconded by Councillor McEwen**

*THAT Council approve recommendation 1 of report item, "Request of the removal of a subject from October 10th, 2017 approval for strata conversion of a commercial building located at 325 Forbes Road" which states:*

1. *THAT Council revise its October 10th, 2017 approval for a strata conversion of the commercial building located at 325 Forbes Road by removing subject 1.(b) requiring "the completion of individual service connections and meeting".*

CARRIED.

**11.2 FCM Partners for Climate Protection (PCP) Program**

**Mark Boysen, Chief Administrative Officer**

**It was moved by Councillor McEwen and seconded by Councillor Oliwa**

*THAT Council approve recommendation 1 & 2 of report item, "FCM Partners For Climate Protection (PCP) Program" which states:*

1. *THAT Council approve the resolution to Join the FCM-ICLEI (Local Governments for Sustainability) Partners for Climate Protection Program; and*
2. *THAT Council approve the proposed 2018 Ucluelet Climate Action Project Plan.*

CARRIED.

**11.3 Payroll Software Proposal**

**Barbara Millar, Manager of Finance**

**It was moved by Councillor McEwen and seconded by Councillor Oliwa**

*THAT Council approve recommendation 1 & 2 of report item, "Payroll Software Proposal" which states:*

1. *THAT Council approve funding to change the District of Ucluelet payroll provider from Ceridian Canada to Temple Consulting Group.*
2. *THAT Council authorize Staff to enter into a sole-source consulting with Temple Consulting for the Payroll and Human Resources Module.*

CARRIED.

**11.4 Multiplex Survey Results Decision**

**Mark Boysen, Chief Administrative Officer**

**It was moved by Councillor Mole and seconded by Councillor McEwen**

*THAT Council supports the Multiplex in principle and are committed to the Bylaw as it exists, however the District of Ucluelet does not have any further funds to contribute.*

CARRIED.

**12. LEGISLATION**

**12.1 REPORT - RZ17-03, CS-5 Side Yard Setback Zoning Bylaw**

**Amendment****John Towgood, Planner 1****It was moved by Councillor McEwen and seconded by Councillor Noel***THAT Council approve recommendation 1 of legislation item, "RZ17-03, CS-5 side yard setback zoning bylaw amendment" which states:*

1. *THAT zoning amendment Bylaw No. 1219, 2017 be given third reading.*

CARRIED.

**12.2 BYLAW - Bylaw No. 1219, 2017****It was moved by Councillor McEwen and seconded by Councillor Mole***THAT Zoning Amendment Bylaw No. 1219, 2017 be given Third Reading.*

CARRIED.

**12.3 REPORT - Zoning Amendment for the Development of Black Rock Staff Housing****John Towgood, Planner 1****It was moved by Councillor Noel and seconded by Councillor McEwen***THAT Council approve recommendation 1 of legislation item, "To amend zoning bylaw no. 1160, 2013 for the development of Lot 1, Plan VIP85870 as Black Rock Staff Housing" which states:*

1. *THAT Zoning Amendment Bylaw No. 1224, 2018 be given first and second reading and advance to a public hearing, subject to the applicant providing a complete landscape plan for the proposed development.*

CARRIED.

**12.4 BYLAW - Bylaw No. 1224, 2018****It was moved by Councillor McEwen and seconded by Councillor Oliwa***THAT Zoning Amendment Bylaw No. 1224, 2018 be given First Reading.*

CARRIED.

**It was moved by Councillor Oliwa and seconded by Councillor Mole***THAT Zoning Amendment Bylaw No. 1224, 2018 be given Second Reading.*

CARRIED.

**12.5 REPORT - Zoning Amendment for the Development of a Mixed Commercial/Multifamily Building****John Towgood, Planner 1****It was moved by Councillor Oliwa and seconded by Councillor Noel***THAT Council approve recommendations A, B & C of legislation item, "To amend Zoning Bylaw NO. 1160, 2013 for the development of a mixed commercial/multi-family building on Lot B, District Lot 281, Clayoquot District, Plan VIP82211" which states:*

- A) *give first and second reading to Zoning Amendment Bylaw No. 1225, 2018;*
- B) *advance the bylaw to a public hearing; and,*

*C) indicate that final approval of the requested zoning amendment bylaw would be subject to registration of a Section 219 restrictive covenant on the title of the property to ensure that the development conforms to the plans submitted.*

CARRIED.

## **12.6 BYLAW - Bylaw No. 1225, 2018**

**It was moved by Councillor McEwen and seconded by Councillor Oliwa**

*THAT Zoning Amendment Bylaw No. 1225, 2018 be given First Reading.*

CARRIED.

**It was moved by Councillor Noel and seconded by Councillor McEwen**

*THAT Zoning Amendment Bylaw No. 1225, 2018 be given Second Reading.*

CARRIED.

**It was moved by Councillor Noel and seconded by Councillor Oliwa**

*THAT Council move past 10:00 pm as per the Council Procedures Bylaw.*

CARRIED.

## **12.7 REPORT - Zoning Amendment to Change the Principal use on the Property at 506 Marine Drive John Towgood, Planner 1**

**It was moved by Councillor Oliwa and seconded by Councillor Noel**

*THAT Council move recommendation 1 of legislation item, "Application to amend Zoning Bylaw No. 1160, 2013, to change the principal use on the property at 506 Marine Drive from Single Family Dwelling to Vacation Rental (VR-2)" which states:*

1. *THAT the request to Amend Zoning Bylaw No. 1160, 2013 to change the principal use on Lot 2, Plan VIP80321, District 09 (506 Marine Drive) from Single Family Dwelling to Vacation Rental VR-2 not be approved at this time.*

CARRIED.

**It was moved by Councillor Oliwa and seconded by Councillor McEwen**

*THAT Council direct Staff to look at options for how short-term rentals fit within the long-term housing supply and suggest whether amendments to the zoning in residential neighbourhoods is warranted.*

CARRIED.

## **13. LATE ITEMS**

- Late items will be addressed here as addenda items

## **14. NEW BUSINESS**

### **14.1 Councillor McEwen**

**It was moved by Councillor McEwen and seconded by Councillor Oliwa**

*THAT Council direct Staff to write a letter of support to the Toquaht Nation for*

*the remediation, building of a new marina and boat launch, and to outline the negative impacts that the closure has had on our region.*

CARRIED.

#### 14.2 Councillor Noel

- Questioned if Staff had been in contact with Telus regarding the 5g network, and wanted clarification if the 1% was only for landlines, or if it included cellular. CAO Mark Boysen stated Staff had been in contact but further communication will be taking place.
- Councillor Oliwa noted the taxation is in the Community Charter under utilities; also questioned if the District signed a contract with Telus for the 5g network. Staff to look into this further.

#### 15. QUESTION PERIOD

#### 16. CLOSED SESSION

#### 17. ADJOURNMENT

##### 17.1 Mayor St. Jacques adjourned the regular meeting at 10:42 pm.

**CERTIFIED CORRECT:** Minutes of the Regular Council Meeting held on Tuesday, January 23, 2018 at 7:30 pm in the George Fraser Room, Ucluelet Community Centre, 500 Matterson Road, Ucluelet, BC.

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Dianne St. Jacques  
Mayor

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Andrew Yeates  
CAO

**DISTRICT OF UCLUELET**  
**MINUTES OF THE REGULAR COUNCIL MEETING**  
**HELD IN THE GEORGE FRASER ROOM, 500 MATTERSON DRIVE**  
**Tuesday, January 23, 2018 at 7:30 PM**

Present:       **Chair:**           Mayor St. Jacques  
                  **Council:**       Councillors McEwen, Oliwa, Mole, and Noel  
                  **Staff:**           Mark Boysen, Chief Administrative Officer  
                                  Darcey Bouvier, Recording Secretary

Regrets:

**1. LATE ITEMS**

**2. REPORTS**

**2.1 Wild Pacific Trail - January 2018 Storm Events Repairs**  
***Abby Fortune, Director of Parks and Recreation***

2016-1

**It was moved by Councillor Mole and seconded by Councillor McEwen**

*THAT Council approve recommendation 1 of late item, "Wild Pacific Trail - January 2018 Storm Event Repairs", which states:*

1. *THAT Council provide early 2018 Budget approval for up to \$15,000 of 2018 Wild Pacific Trail annual budget to support repairs related to the impacts of the January 28, 2018 storm event.*

CARRIED.

**CERTIFIED CORRECT:** Minutes of the Late Items Meeting held on Tuesday, January 23, 2018 at 7:30 pm in the George Fraser Room, Ucluelet Community Centre, 500 Matterson Road, Ucluelet, BC.

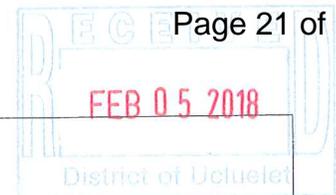
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Dianne St. Jacques  
Mayor

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Mark Boysen  
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](mailto:info@ucluelet.ca).

Requested Council Meeting Date: February 13, 2018

Organization Name: Food Bank on The Edge

Name of person(s) to make presentation: Cris Martin, Chair

Topic: Relocation of the Food Bank Building

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

Please describe:

The Food Bank on the Edge Society is currently engaged in a feasibility study and survey regarding the relocation of the Food Bank building. The members of the board respectfully request of few minutes to present to Council our project findings to date. We also request Council include the Food Bank in any planning regarding essential service stakeholders.

Contact person (if different from above): Cris Martin

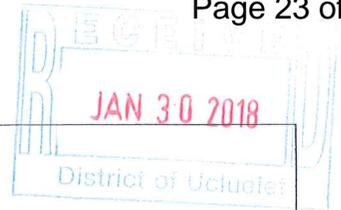
Telephone Number and Email: 250-726-6909

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.





## DISTRICT OF UCLUELET

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Requested Council Meeting Date: Feb. 13 2018

Organization Name: Ucluelet Local Food Society

Name of person(s) to make presentation: Jeanne Keith-Ferris

Topic: Requesting Council to make a resolution declaring

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

Ucluelet a GE-Free Zone (genetically Engineered)

Please describe:

Ucluelet Council, in support of the Association of Van. Island and Coastal Communities (AVICC) 2013 resolution declaring Vancouver Is. Genetically Engineered (GE) free, should pass a similar resolution; or, adopt attached resolution.

Contact person (if different from above): \_\_\_\_\_

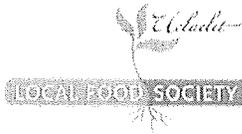
Telephone Number and Email: 250-726-4249 jmkferris@gmail.com

Will you be providing supporting documentation?  Yes  No

If yes, what are you providing?  Handout(s)  
 PowerPoint Presentation

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SUGGESTED RESOLUTION: DRAFT DOCUMENT



## RESOLUTION (Suggested)

### Declaring the District of Ucluelet Genetically Engineered (GE)-Free Zone

Whereas the District of Ucluelet resides on a peninsula featuring spectacular costal landscapes, providing healthy habitat for a diverse array of wildlife, all serving to attract tourist from across the world;

Whereas maintaining a vibrant natural ecology is integral to Ucluelet's vision for continued develop of tourism as the foundation for future economic stability and driving opportunities for our entrepreneurial citizens to advance new environmentally sensitive businesses;

Whereas our remote location inspires visitors, it also demands creativity for local food cultivation essential for resilient communities;

Whereas the District of Ucluelet counters limited agricultural lands within our jurisdiction by encouraging small plot cultivation, backyard gardening, community gardens, and artisanal food production to support local food sustainability and economic vibrancy;

Whereas a unique economic advantage can be established by staking out Ucluelet as a genetically engineered organisms (GE) free zone, free from commercial cultivation of patentable genetically modified crops, trees, or commercial rearing of patentable genetically modified marine, or terrestrial animals;

Whereas Ucluelet and neighbouring Coastal Communities are isolated from other agricultural areas on Vancouver Island, our physical geography helps this region avoid contamination by GE organisms, establishing, for our local farmers and artisanal food producers, a unique market brand – an artisanal food appellation can be established to help build the foundation for further local economic diversity;

Whereas circumscribing our region as a natural habitat stronghold may serve to attract scientific interest in ecological studies, small scale organic farming techniques, or other intellectual enquiries where the integrity of conventional, organic or native species has been protected;

Whereas, the District of Ucluelet is committed to the responsible stewardship of its natural resources;

Ucluelet Local Food Society  
P.O. Box 1272, Ucluelet, BC V0R 3A0 Tel: 250-726-4249

[www.ukeegrowlocalfood.com](http://www.ukeegrowlocalfood.com)  
[jmkferris@gmail.com](mailto:jmkferris@gmail.com)

## SUGGESTED RESOLUTION; DRAFT DOCUMENT



THEREFORE, BE IT RESOLVED THAT the District of Ucluelet hereby opposes the cultivation or rearing of patentable genetically engineered organism.

BE IT FURTHER RESOLVED that the District of Ucluelet agrees to revisit this resolution as pertinent new information becomes available that affects this resolution.

BE IT FURTHER RESOLVED that the District of Ucluelet shall forward copies of this resolution to the Federation of Canadian Municipalities, The Union of B.C. Municipalities, Interior Health, B.C., Ministry of Health, B.C. Ministry of Agriculture and Lands, B.C. Provincial Health Officers, the Canadian Food Inspection Agency, local MLA and MP offices and any interested and related groups.

Glossary of Terms:

- GE, or genetically engineered organism, is an organism whose genetic material has been altered by laboratory-produced genetic engineering techniques. More specifically, the organism's genetic make-up has been altered through the addition of genetic material from an *unrelated* organism. The term, GE, can be used interchangeable with names like: *genetically modified organisms (GMO)*, or *transgenetic organisms*.
- Patentable organisms are intellectual inventions, protected by law to exclude others from making, selling, using, or importing the patented biological material. Patentable organisms are inventions of new life forms owned by the inventor, and thus, are consider the intellectual property (IP) of the inventor. Intellectual property law assigns a monopoly on the life form to the inventor and further provides legal protection of GE organisms, shielding them from inquiry by external groups, such as university researchers, therefore limiting a third party's examination into the veracity of claims made by the company related to their commercial product.

**Ucluelet Local Food Society:** is registered under the Societies Act of British Columbia as a not-for-profit organization. Our primary purpose is to encourage local food growers through advancing skills, knowledge, idea sharing, and community participation in edible food gardening; helping to increase local food security. We now have a large following on Facebook.

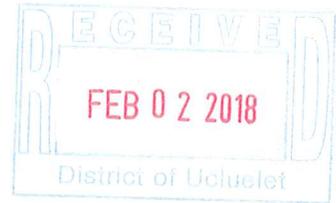
Ucluelet Local Food Society  
P.O. Box 1272, Ucluelet, BC V0R 3A0 Tel: 250-726-4249

[www.ukeegrowlocalfood.com](http://www.ukeegrowlocalfood.com)  
[jmkferris@gmail.com](mailto:jmkferris@gmail.com)





## DISTRICT OF UCLUELET

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Requested Council Meeting Date: Feb 13, 2018

Organization Name: Ucluelet Aquarium Society -

Name of person(s) to make presentation: Bill Morrison

Topic: Employee Housing.

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

Please describe:

Request letter of support for UAS to pursue housing initiative.

Contact person (if different from above): Bill Morrison

Telephone Number and Email: 726 2390, womorrison@gmail.com

Will you be providing supporting documentation?  Yes  No

If yes, what are you providing?  Handout(s)  
 PowerPoint Presentation

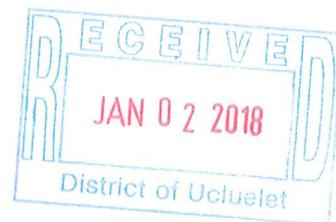
Note: Any presentations requiring a computer and projector/screen must be provided prior to your appearance date. The District cannot accommodate personal laptops.





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ANCIENT SPIRIT, MODERN MIND



December 18, 2017

District of Ucluelet  
200 Main Street, P.O. Box 999,  
Ucluelet, BC V0R 3A0

info@ucluelet.ca

Attention: Dianne St. Jacques, Mayor

Dear Ms. St. Jacques:

We would like to respectfully discuss with you and your leadership the development of the proposed LNG project located on the west side of Vancouver Island on Huu-ay-aht-owned land. Since the beginning of the project, we have conducted an extensive engagement process with our citizens as well as our hereditary and elected leadership which culminated in a positive referendum vote with 70% in support of the project on March 25, 2017.

Huu-ay-aht and Steelhead LNG have established a co-management process. We are jointly developing the project together, and it is still in the early stages with the goal of exporting Liquefied Natural Gas (LNG). LNG is natural gas that is converted into a liquid form, compressed and loaded onto specially equipped LNG carriers and transported overseas for sale where it is converted back into its original form at a regasification facility.

The co-management relationship with Steelhead LNG means Huu-ay-aht is leading the proposed pipeline engagement with First Nations and is focused on utilizing a Huu-ay-aht traditional, protocol-based approach for this project.

We are seeking an opportunity to meet with your leadership to provide you with information and answer any questions you may have on the proposed LNG project.

Respectfully,

Chief Councillor Robert J. Dennis Sr.  
ʔimčis

Chief Derek Peters  
Tayii ʔawil ʔiis̓in

Office: Anacla Government Office, 170 Nookemus Road, Anacla, B.C., V0R 1B0

Phone: 1.888.644.4555 | 250.728.3414 | Fax: 250.728.1222

Mail: Port Alberni Government Office, 4644 Adelaide Street, Port Alberni, B.C., V9Y 6N4 | Phone: 250.723.0100 | Fax: 250.723.4646



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**From:** Info Ucluelet  
**Subject:** 2018 Spring BC Mayor's Caucus

**From:** Terry Murray  
**Sent:** Thursday, January 11, 2018 12:47 PM  
**Subject:** 2018 Spring BC Mayor's Caucus

Hello from Squamish,

I'm looking forward to greeting all of you in Squamish March 14-16, 2018 for the Spring Mayor's Caucus. The intent and the strength of the Mayor's Caucus can only be realized if we have good representation from municipalities large and small, and from all corners of the province so I sincerely hope you can attend.

We are working on a dynamic program that will provoke dialogue, ideas and solutions, and a chart concerted course of action whereby Mayors in BC can flex their collective voice.

#### **The Program**

Wednesday, March 14-Welcome reception networking event  
Thursday, March 15-Caucus Meeting, all day starting at 8:30am, Networking Dinner  
Friday, March 16-Innovation Tour of Squamish (optional)

Although program details are still being finalized, And registration will open soon, I wanted to give everyone a preview of the themes of the caucus currently being developed:

- 1- The Rural Urban Divide: real or perceived, polarity or continuum, and what can Mayors as leaders collectively do to reverse the trend.
- 2- Housing Discussion with the Federal Government-Canada's new National Housing Strategy is a 10-year, \$40-billion plan that is intended to strengthen the middle class, fuel the Canadian economy and give more Canadians across the country a place to call home.
- 3- Mental Health and Addictions and how municipalities large and small can find innovative approaches to fighting the fentanyl health crisis that is affecting all of our communities.
- 4- Federal and Provincial Marijuana regulations- how municipalities share in revenue and be ready.

#### **Innovative Squamish Tour**

For those of you who are interested, we are organizing an informative tour of Squamish March 16 that will explore our evolution from resource town to an economy and citizenry diversified and on the rise. Partners welcome.

The tour being developed could include: Tour of the Sea to Sky Gondola, The Squamish Oceanfront Development, Carbon Engineering-a clean technologies company capturing CO2 directly from the atmosphere to use in the synthesis of clean transportation fuels that displaces crude oil, as well as possibly emerging value added wood and construction precinct, craft beverage industry and the LEEDS platinum Cheakamus Environmental and First Nations Learning Centre, time permitting.

#### **Spouses**

Tourism Squamish is working on a "Partners" program for Thursday's Caucus Day (March 15) that will include things like Sea to Sky Gondola, our eclectic Main Street, flight seeing, breweries, distilleries and more. Details to come soon.

#### **Accommodation**

We have blocked off rooms at the Executive Inn and Suites should you want to reserve a room. Please reference the 'BC Mayor's Caucus' when registering.

<http://www.executivesuitessquamish.com/>

### Getting to Squamish

For those of you who will be flying into Vancouver Airport, there are numerous bus trips per day leaving YVR to the Squamish Adventure Centre.

- BC Ferries Horseshoe Bay terminal to Nanaimo and the Sunshine Coast is 30 minutes south of Squamish.
- Harbour Air and HeliJet fly from Vancouver Island to Downtown Vancouver numerous times per day.
- The drive from Downtown Vancouver to Squamish is about 50 minutes. YVR to Squamish 1hour 15 minutes.
- Details about transportation options including a carpooling board will be made available soon.
- Registration, which will be similar to last year's meeting in Oak Bay, and finalized programs will follow in the coming weeks.

If you have any questions or comments please contact my assistant – Terry Murray at [REDACTED] or [REDACTED]

Patricia Heintzman | Mayor

District of Squamish | Hardwired for Adventure

604.815.5030 | [pheintzman@squamish.ca](mailto:pheintzman@squamish.ca) | [www.squamish.ca](http://www.squamish.ca)

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This message and any attachments are intended only for the use of the intended recipient(s), are confidential, and may be privileged. If you are not the intended recipient, you are hereby notified that any review, retransmission, conversion to hard copy, copying, circulation or other use of this message and any attachments is strictly prohibited. If you are not the intended recipient, please notify the sender immediately by return e-mail, and delete this message and any attachments from your system. Please note that correspondence with any government body, including District of Squamish Council and Staff, can be subject to disclosure under the Freedom of Information and Protection of Privacy Act.



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## NEWS RELEASE

For Immediate Release  
2018FLNR0004-000107  
Jan. 29, 2018

Ministry of Forests, Lands, Natural Resource Operations  
and Rural Development

### **Help build a rural development strategy for B.C.**

HAZELTON – The Government of British Columbia is seeking input into a new rural development strategy, Minister of Forests, Lands, Natural Resource Operations and Rural Development Doug Donaldson announced today.

“Coming from a rural community, I know first-hand the challenges facing rural B.C.,” said Donaldson. “I look forward to people’s ideas and input, as we build a long-term rural development strategy that will work for all rural British Columbians by building resilient Indigenous and rural communities.”

The strategy’s foundation will be based on the principles of community economic development (sustainable, participatory, asset-based, self-reliance and community-based), which will ensure a broader and more-inclusive approach to rural development.

British Columbians are invited to share their comments and ideas on rural development until 4 p.m. (Pacific time), on Feb. 28, 2018.

Government will be holding a number of targeted face-to-face sessions with community partners around the province. All feedback gathered will help define the framework for the rural development strategy, which will support ongoing dialogue between rural British Columbians and government.

After the public feedback process, government will analyze the results and make a summary report available to the public.

#### **Learn More:**

The public can contribute feedback online: [Engage.gov.bc.ca/ruraldevelopment](https://engage.gov.bc.ca/ruraldevelopment)

#### **Contact:**

Media Relations  
Ministry of Forests, Lands, Natural  
Resource Operations and Rural Development  
250 356-7506

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Connect with the Province of B.C. at: [news.gov.bc.ca/connect](https://news.gov.bc.ca/connect)



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**Subject:** Invitation to serve as Project Advisor for conservation planning in Clayoquot Sound  
**Attachments:** CS NACP Project Advisor Invitation Letter-Ucluelet.pdf

**From:** Jocelyn Wood  
**Sent:** Thursday, February 01, 2018  
**Subject:** Invitation to serve as Project Advisor for conservation planning in Clayoquot Sound

Greetings,

I would like to introduce myself, Jocelyn Wood (West Coast Stewardship Coordinator), and Tanya Wahbe (West Coast Program Director) of the Nature Conservancy of Canada. Attached is a letter of invitation to participate in a conservation planning initiative for Clayoquot Sound. Please review and if necessary, forward to the appropriate representative.  
**We would appreciate a response by Friday, February 16.**

We thank you for your time and look forward to connecting with you.

Best,  
Jocelyn



**Jocelyn Wood**  
Stewardship Coordinator – West Coast Program | BC Region  
**Nature Conservancy of Canada**  
1250-409 Granville Street | Vancouver, BC V6C 1T2  
O: 604.331.0722 x106 | C : 604-202-1879  
[Jocelyn.Wood@natureconservancy.ca](mailto:Jocelyn.Wood@natureconservancy.ca) | [www.natureconservancy.ca](http://www.natureconservancy.ca)



District of Ucluelet  
200 Main Street  
Ucluelet, BC V0R 3A0

February 1, 2018

**RE: Invitation to participate in the NCC Clayoquot Sound Natural Area Conservation Plan**

Dear Mayor St. Jacques,

We hope this message finds you and your community in great health and high spirits. We are writing on behalf of the Nature Conservancy of Canada (NCC), Canada's leading land conservation organization. NCC is a non-advocacy, private, non-profit, science-based organization that partners with diverse groups (e.g., governments, First Nations, individuals) to conserve ecologically valuable lands in perpetuity while supporting communities to sustain themselves. NCC works largely on private lands but also uses other tools to broaden the conservation impact.

NCC is honoured to contribute to land conservation and stewardship within the ancestral, traditional, and unceded territories of the Nuu-chah-nulth Nations. NCC became involved in Clayoquot Sound in 2001 with a 188-acre purchase on Vargas Island. With these private lands in conservation status they can contribute to ecological connectivity and functional biodiversity on the island. In 2015, NCC acquired a portion of Clayoquot Island nature preserve through a 93-acre donation. The preserve remains open each May long weekend and by NCC permission only for the rest of the year to limit ecological disturbance and maintain privacy for the island residents. With the support of a conservation-minded individual, NCC protected old growth forest and sand dune ecosystems in perpetuity. NCC will continue to seek opportunities to support conservation in the Clayoquot Sound Natural Area.

Currently, NCC is initiating development of the Clayoquot Sound Natural Area Conservation Plan (NACP) which will guide stewardship and securement in the Natural Area for the next 10 years. *See below for more information on this process.* NCC's conservation planning relies on best available knowledge to make decisions. For this reason, a collaborative effort is critical as we identify threats, prioritize biodiversity targets and develop strategies. **We are inviting you to participate as a Project Advisor in the development of NCC's Clayoquot Sound NACP.** We seek 1-2 representatives from the District of Ucluelet who can volunteer their time contributing to the success of the NACP.

Collaborative development of the NACP is expected **March – September** and will include teleconferences, an in-person workshop in Tofino (tentatively **May 17 or 18**) and review of written materials with an average time commitment of 10 hours depending on your availability and interest. Due to our restricted budget, we are unable to cover travel costs or honoraria. However, if you agree to participate in the NACP process, you will receive: (1) collaborative participation in conservation planning on the private land base in Clayoquot Sound, (2) relationship building with other land managers, (3) program training in Open Standards for the Practice of Conservation, (4) recognition as a Project Advisor, and (5) a copy of the final NACP. We value your time and expertise and hope that there is room in your busy schedule to participate.

We kindly ask that you confirm your interest in participating by **Friday, February 16, 2018**. We sincerely appreciate your time in giving this invitation careful consideration. If you have any questions or would like additional information, please do not hesitate to contact us via phone, email or in person in our Vancouver office.

Respectfully,

A handwritten signature in black ink, appearing to read "Tanya Wahbe".

Tanya Wahbe, PhD  
Director, West Coast Program – BC Region  
604.331.0722 extension 104  
[tanya.wahbe@natureconservancy.ca](mailto:tanya.wahbe@natureconservancy.ca)

A handwritten signature in black ink, appearing to read "Jocelyn Wood".

Jocelyn Wood  
Stewardship Coordinator, West Coast Program – BC Region  
604.331.0722 extension 106  
[jocelyn.wood@natureconservancy.ca](mailto:jocelyn.wood@natureconservancy.ca)



**The NACP Process:**

A Natural Area is identified as an important ecological area where NCC seeks to focus its attention. Within the Natural Area, NCC decides where we can focus our work, what biodiversity elements to target (e.g., estuaries, Coastal Western Hemlock forests, hydrosiparian ecosystems) and what strategies to employ. The best available knowledge for the Natural Area is compiled, formatted and shaped by NCC staff and Project Advisors into a NACP following the Open Standards for the Practice of Conservation program and Miradi conservation planning software. Open Standards are used globally by governments and organizations. The resulting NACP is a living, evolving document that is reviewed bi-annually, adapted in response to new lessons learned and changing contexts, and is renewed after the 10-year implementation period.

The NACP crafting process is an opportunity to collaborate and establish relationships with land managers, governments, landowners, researchers and other partners to review the current conservation landscape in the Natural Area and identify actions to maintain and improve ecological integrity of the Natural Area together. The NACP will be drafted by a NCC Project Team and invited Project Advisors to assist in building a conservation vision, reviewing sections relevant to the Project Advisor's organization and expertise, contributing to filling information gaps, providing local and expert insight to refine the plan and to clarify assumptions.

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NCC wishes to maintain a collaborative and inclusive approach developing the NACP. We are extending invitations to numerous groups and individuals. Please let us know if we should share this invitation with other groups or individuals we may have missed.

**Groups and Individuals Invited to Support the Clayoquot Sound NACP:**

- Ahousaht First Nation
- Alberni-Clayoquot Regional District
- BC Parks
- Clayoquot Biosphere Trust
- District of Tofino
- District of Ucluelet
- Hesquiaht First Nation
- Ministry of Forests, Lands and Natural Resource Operations
- Nuu-chah-nulth Tribal Council
- Parks Canada
- The Nature Conservancy
- Tla-o-qui-aht First Nation
- Toquaht Nation
- Ucluelet First Nation



**Subject:** Reminder to Register for Fisheries for Communities Gathering (Feb 23, 2018)

**From:** Ecotrust Canada

**Date:** February 5, 2018 at 10:22:14 AM PST

**Subject: Reminder to Register for Fisheries for Communities Gathering (Feb 23, 2018)**

**Hello Dianne,**

You are invited to the following event:

## FISHERIES FOR COMMUNITIES GATHERING



Event to be held at the following time, date, and location:

Friday, February 23, 2018 from 8:30 AM to 5:00 PM (PST)

**Croatian Cultural Centre**

3250 Commercial Drive  
Room A  
Vancouver, BC V5N 4E4  
Canada

[View Map](#)

[Attend Event](#)

**Share this event:**



## Hello!

The registration page for the Fisheries for Communities Gathering is now live. Please register so that we know you are coming.

## Purpose

To bring together individuals, communities, organizations and governments whose livelihoods, economies, food access, cultures, and wellbeing are tied to local fisheries, and who want to work together to ensure fisheries can continue to support them and their communities now, and for future generations.

## Fees

There is no fee to attend. Breakfast, lunch and coffee will be provided.

## Travel and Accommodation:

Travel and accommodation costs are not covered as we have a limited budget for this event. We do however not want costs to be a barrier to attendance and may be able to, in certain cases, provide a travel subsidy. If you need assistance with travel expenses, please contact Abra Brynne (contact info below).

## Dietary Restrictions:

Please advise Abra Brynne of any dietary restrictions no later than Monday January 12th.

## More Info:

Abra Brynne, [abra@ecotrust.ca](mailto:abra@ecotrust.ca) | 250.777.2480

*Ecotrust Canada is convening this meeting to support those working to find a common focus and voice on the barriers to thriving and sustainable coastal fisheries, communities and fishermen, and on the change needed to reduce these barriers.*

We hope you can make it!

Cheers,  
Ecotrust Canada



January 15, 2018

Ref: 207350

Her Worship Mayor Dianne St. Jacques  
and Members of Council  
District of Ucluelet  
200 Main St  
PO Box 999  
Ucluelet BC V0R 3A0

Dear Mayor St. Jacques and Councillors:

It was a great pleasure to meet with your delegation at the 2017 UBCM Convention. Our new government is committed to building partnerships with local governments to make life more affordable for all British Columbians, to improve service delivery and to promote a strong economy that creates sustainable jobs.

I am pleased that the Resort Municipality Initiative funding received by the District of Ucluelet has provided positive benefits as you work to support tourism in the region. I also appreciate your commitment to ensure that Ucluelet and neighbouring First Nations communities have access to sustainable, reliable water and sewer services.

I understand that Ucluelet is looking at Kennedy Lake as a potential water source to meet growing local and regional water supply needs. I encourage you to consider applying to the Ministry of Municipal Affairs and Housing for an Infrastructure Planning Grant to support this work. The program is open for application intake year-round with decisions made twice each year.. The planning work completed through such a grant will help you prepare for an application to a future capital funding program.

Like many communities across the province, I understand that Ucluelet has concerns regarding the management of housing supply and affordability. Our government shares these concerns and takes the issue of housing affordability very seriously. For the first time in a long time, all partners are ready to take action.

.../2

Ministry of Municipal Affairs  
and Housing

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 V8V 1X4

<http://www.gov.bc.ca/mah>

Mayor St. Jacques and Councillors  
Page 2

Government held a housing partnership conference in early December that brought together housing experts to collaboratively discuss innovative solutions to housing affordability. The conference was attended by representatives in the private sector, non-profits, academics and several local and regional governments, and generated a number of ideas and potential actions that will inform government's next steps to improve housing affordability for British Columbians. The conference will be followed up with further local government engagement at area association meetings in the spring. I look forward to the results of these important discussions. For more information, please contact Virginia Holden, Director, Housing Policy Branch, by email at: [Virginia.Holden@gov.bc.ca](mailto:Virginia.Holden@gov.bc.ca).

I found tremendous value in hearing directly from you and other local governments over the course of the week. As a new Minister, this was an important opportunity for me to better understand the challenges and opportunities in your communities. I am looking forward to working in partnership with you to address the priority issues for all British Columbians.

Thank you again to your delegation for taking the time to meet with me.

Sincerely,

A handwritten signature in black ink, appearing to read 'S. Robinson', written in a cursive style.

Selina Robinson  
Minister

Enclosure

pc: Honourable Scott Fraser, MLA  
Mid-Island-Pacific Rim

---

**From:** Info Ucluelet  
**Subject:** Invite from MLA Fraser

**From:** Fraser.MLA, Scott  
**Sent:** Thursday, February 08, 2018 4:41 PM  
**Subject:** Invite from MLA Fraser

Hello,

Here in Mid Island-Pacific Rim we have had a significant problem with Private Managed Forest Companies restricting access to the backcountry and provincial parks. MLA Fraser has raised this issue with the previous government numerous times. Since being re-elected MLA Fraser has met with both the Private Managed Forest Companies and the Minister of Forest, Lands, Natural Resource Operations and Rural Development. We are hopeful that solutions can be found to ensure that the public is able to access the backcountry and provincial parks.

In order to find a solution our office is hosting an invite only meeting with the different levels of government, private managed forest companies, and stakeholder groups. In this meeting those present will be at smaller round table discussions to bring forward solutions. Our office will also be hosting a meeting open to the public to discuss solutions.

Our office would like to extend the invitation to have a member of your elected body attend. While we understand that this may not be an issue across Vancouver Island, we want to ensure all interested parties are invited. As we anticipate this to be a busy event, we ask that each body only send one to two participants. If your organization would like more people to attend, please reach out to me and I can let you know if numbers will allow this. Please do not hesitate to contact me with any questions.

The event will take place at the Best Western Barclay hotel at 4277 Stamp Ave, Port Alberni. The invite portion of this meeting will take place at 1:00 – 3:00 on February 23rd, 2018. Coffee and tea will be served. Please RSVP to [scott.fraser.mla@leg.bc.ca](mailto:scott.fraser.mla@leg.bc.ca) by February 21st, 2018 at 4:00.

There will also be a public meeting with details to be announced shortly. The public meeting will take place at 5:00 on February 23rd, 2018. The meeting will run until 7:30. Dependent on numbers, we may have to break the meeting until two groups. Information on this will be forthcoming closer to the date.

Please do not hesitate to contact me with any questions. We hope to see you there.

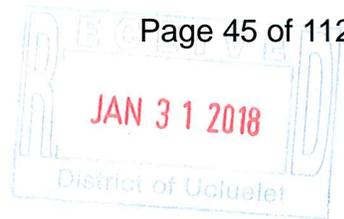
Sincerely,

**Andrea McDonald** | Constituency Assistant  
office of **Scott Fraser, MLA**  
Mid Island-Pacific Rim  
250-720-4515 | 1-866-870-4190



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JAN 25 2018

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

Reference: 270824

Dear Mayor St. Jacques,

**Re: UBCM Meeting - Thank You**

Thank you for taking the time to meet with me at the Union of British Columbia Municipalities (UBCM) gathering in Vancouver. I was glad we had the opportunity to discuss impacts on District emergency responders' ability to respond to highway accidents, the need for improved communication between District and ministry staff regarding road accidents and closures, your concerns regarding maintenance contractor service, fixing the overhead sign outside of Port Alberni, improvements to Peninsula Road, and your interest in financial support for the Lady Rose Marine proposed ferry from Port Alberni. Please accept my apologies for the time it has taken me to follow up on our meeting.

As I work to ensure our government delivers the provincial highways, roads, bridges and other infrastructure British Columbians need, I am grateful to have had the chance to meet face-to-face with representatives from across B.C. and gain a clearer understanding of the priorities and needs of their communities. It was a pleasure to see firsthand the outstanding level of dedication shown by local leaders like yourself, and to look at ways we can work together to ensure our province's communities have the resources and support they need to continue building a strong economy that works for everybody.

I am confident we all share the same goal when it comes to transportation and infrastructure in B.C.: to provide British Columbians with the safest, most reliable transportation network possible. Positive and productive collaboration is the key to ensuring we can deliver on our commitments.

After our meeting, I was pleased to hear that ministry staff had repaired the overhead sign outside Port Alberni, and that District and ministry staff have met a number of times to discuss improved communications, issues raised regarding maintenance contractor service and options to address conditions on Peninsula Road.

.../2

- 2 -

Finally, I will also review the Lady Rose Marine proposal and consider whether there may be a Provincial role in future.

Thank you again for taking the time to meet with me.

Yours sincerely,



Claire Trevena  
Minister

Copy to: Grant Main, Deputy Minister

Deborah Bowman, Assistant Deputy Minister  
Transportation Policy and Programs Departments

Kevin Richter, Assistant Deputy Minister  
Highways Department

Kirk Handrahan, Executive Director  
Marine Branch

---

**Subject:** Preventing the Spread of Invasive Mussels

**From:** Minister, ENV ENV:EX

**Sent:** Thursday, January 25, 2018 2:25 PM

**Subject:** RE: Preventing the Spread of Invasive Mussels

Reference: 313463

*January 25, 2018*

Her Worship Mayor Dianne St. Jacques and Councillors

District of Ucluelet

Email: [info@ucluelet.ca](mailto:info@ucluelet.ca)

Dear Mayor St. Jacques and Council:

Thank you for your letter of December 20, 2017, regarding the prevention of the spread of invasive mussels to British Columbia.

I appreciate your concerns about the threat of zebra and quagga mussels and your constructive suggestions on how to mitigate this threat. I want you to know that the protection of our water resources is very important to my ministry and our government. We recognize the risk and potential cost and are looking at how we can deploy additional effective resources in 2018 to augment our prevention and protection activities. I assure you we will continue to take your comments into consideration as we implement and improve the Invasive Mussel Defence Program in the future.

For the 2017 season, just over 35,500 watercraft were inspected across all the inspection stations and the crews interacted with over 73,000 people to promote the message of “Clean, Drain, Dry” and awareness about invasive mussels and other aquatic invasive species. Of the total watercraft inspected, 25 were confirmed to have adult invasive mussels. The program received advanced notification on 20 of the 25 mussel fouled boats either from another jurisdiction (for example, Alberta, Manitoba, Idaho, Washington) or by Canada Border Services Agents (CBSA).

With regard to monitoring our borders, the program is working directly with the CBSA to receive notifications of watercraft at the southern border crossings. This includes 24 hour coverage along several of the southern border crossings and the program receives notification for all types of watercraft including canoes, kayaks and river rafts. For the 2017 season, the program received, responded and followed up on 315 notifications from the CBSA. In addition, inspectors responded to watercraft flagged by Canadian and United States partner agencies. The program works very closely with the Alberta watercraft inspection program. Finally, it is important to note that Washington, Montana, Oregon, Idaho, Wyoming, California, Nevada, Arizona, and Alberta, Manitoba, and Saskatchewan all run inspection programs and those jurisdictions immediately notify the BC government if they intercept a suspect boat that is bound for our province.

The program also works directly with the BC Conservation Officer Service. For the 2017 season, Conservation Officers issued a total of 59 tickets and 86 warnings to motorists for failing to stop at the inspection stations. Watercraft operators who fail to stop at an inspection station were reported to the Report All Poachers and

Polluters or RAPP hotline and full time Conservation Officers were responding and following up. The province will continue to explore ways to strengthen enforcement at inspection stations.

In June 2016, BC signed the Western Canada Invasive Species Agreement, partnering with Alberta, Yukon, Manitoba and Saskatchewan in a coordinated regional defence with an initial focus against quagga and zebra mussels. In addition, senior program staff actively participate on the National Aquatic Invasive Species Committee to address aquatic invasive species priorities, including a coordinated national approach to invasive mussel prevention. Through this national committee, research is currently being done to assess floatplanes as a potential pathway for transporting ‘aquatic hitchhikers’ such as invasive mussels.

With regard to outreach and education, at the cross-border level, BC works directly with the western provinces and states to ensure consistent messaging, such as “Clean, Drain, Dry”, is going out to the boating community. The program is also working directly with Transport Canada to integrate the “Clean, Drain, Dry” message into boater safety materials. At the provincial level, the program works directly the non-governmental community including the Invasive Species Council of BC and regional invasive species groups on outreach and education messaging. Since 2015, information on the watercraft inspection program and “Clean, Drain, Dry” has been included in the BC Freshwater Fishing Regulations Synopsis. Through ongoing partnership with the Ministry of Transportation and Infrastructure, invasive species messages were displayed again in the summer of 2017 on overhead highway reader board signs throughout the province. The message being displayed was “Stop Aquatic Invasive Species, Clean, Drain, Dry Your Watercraft” to educate the traveling public about aquatic invasive species prevention.

Outreach and education remains a top priority for the Invasive Mussel Defence Program and moving into 2018, the program will continue outreach, media, and awareness opportunities through new and existing partnerships.

The program also has several ongoing invasive mussel research projects with partners from the University of Alberta, University of British Columbia and the Department of Fisheries and Oceans Canada. These projects are also working with researchers from other jurisdictions including Manitoba. Furthermore, as a partner in the Columbia River Basin Interagency Invasive Species Response Plan, BC is collaborating with Washington, Oregon, Idaho, Montana, and United States federal agencies in the prevention of zebra and quagga mussel introduction, including rapid response exercises and early detection lake monitoring.

You may also be interested to know that the province is assessing different program funding methods being used by other jurisdictions and how that may be applied in BC. There are several factors that need to be carefully reviewed when considering different funding models. For example, watercraft registration is administered at the federal level by Transport Canada, which currently prevents the ability to administer a user fee on watercraft registration at the provincial level. The province will continue to explore all options with respect to different funding approaches.

Thank you again for writing and sharing your concerns about this important issue for all British Columbians.

Sincerely,

George Heyman  
Minister

---

**Subject:** The Future of Canada Post

**From:** FCM Communique

**Sent:** January-25-18

**To:** Mark Boysen

**Subject:** The Future of Canada Post

January 25, 2018



FCM

Communiqué

## The Future of Canada Post

On January 24, the Minister of Public Services and Procurement released the government's vision for the future of Canada Post. The government says their goal is to provide, "high-quality service at reasonable prices for Canadians across the country." Improving Canada's postal services is an important issue for municipalities across Canada.

Some highlights:

- Canada Post will **discontinue plans to end home delivery**, but existing community mailboxes will remain in place.
- **Enhancing the accessible delivery program** will be a priority, ensuring that seniors and people with disabilities will be able to access community mailboxes.
- Canada Post will explore partnerships with the federal government and local communities to **enhance access to government services, especially in rural and remote areas**.

FCM looks forward to working with the federal government and Canada Post to ensure rural and remote access to postal services and to create effective partnerships between Canada Post and local governments. More details about this announcement can be found on FCM's website.





# LEGISLATIVE ASSEMBLY

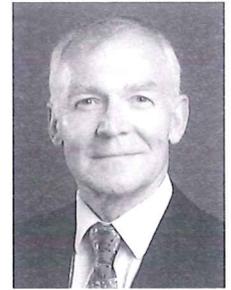
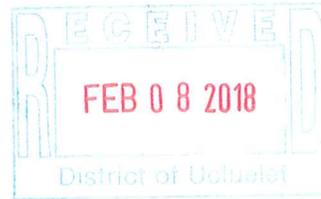
of BRITISH COLUMBIA

## BC Government Caucus

Parliament Buildings  
Victoria, BC V8V 1X4  
Phone: (250) 387-3655  
[www.gov.bc.ca](http://www.gov.bc.ca)

## Community Office

3945B Johnston Rd.  
Port Alberni, BC V9Y 5N4  
Phone: (250)720-4515  
[scott.fraser.mla@leg.bc.ca](mailto:scott.fraser.mla@leg.bc.ca)



Scott Fraser MLA  
Mid Island - Pacific Rim

Honourable Lisa Beare  
Minister of Tourism, Arts and Culture  
Parliament Buildings  
Victoria, BC V8V 1X4

January 30<sup>th</sup>, 2018

Dear Minister Beare,

I am writing you today to give my support to continuing the Resort Municipality Funding program. In my constituency of Mid Island-Pacific Rim there are two communities that participate in this program. Both the District of Tofino and the District of Ucluelet have greatly benefitted from this program and would greatly benefit from the programs continuance.

The District of Tofino is on the remote west coast of Vancouver Island in the heart of the Clayoquot Sound UNESCO Biosphere Reserve and is within the traditional territories of the Nuu-chah-nulth First Nations.

The District of Ucluelet is a laid back fishing village perched on the most westerly edge of Canada surrounded by the Pacific Rim National Park Reserve and is within the traditional territories of the Nuu-chah-nulth First Nations.

Both the District of Tofino and the District of Ucluelet are year-round travel destinations that thrive on outdoor recreation and eco-tourism. Both communities benefit greatly from this program.

.../2

I wholeheartedly support the continuance of the Resort Municipality Funding program.

Yours truly,

A handwritten signature in black ink, appearing to be 'Scott Fraser', written in a cursive style.

Scott Fraser, MLA (Mid Island-Pacific Rim)

sf:am  
BCGEU

pc: Tofino Mayor and Council  
Ucluelet Mayor and Council  
Gord Johns, MP Courtenay - Alberni



## STAFF REPORT TO COUNCIL

Council Meeting: FEBRUARY 13, 2018  
500 Matterson Drive, Ucluelet, BC V0R 3A0

**FROM:** MARLENE LAGOA, DEPUTY MUNICIPAL CLERK

**FILE NO:** 0530-01

**SUBJECT:** 2018 COUNCIL MEETING SCHEDULE UPDATE

**REPORT NO:** 18-10

**ATTACHMENT(S):** APPENDIX A – 2018 COUNCIL MEETING SCHEDULE

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

1. **THAT** Council adopt the amended Regular Council Meeting Schedule for 2018.

### **PURPOSE:**

The purpose of this report is to provide Council with an updated schedule of dates of Regular Council meetings, Harbour Authority meetings, and Ucluelet Economic Development Corporation meetings for the 2018 calendar year.

### **BACKGROUND:**

Under District of Ucluelet Council Procedures Bylaw 1166, 2014, section 7, regular meetings of Council are held on the second and fourth Tuesday in each month, with the following exceptions:

- On the fourth Tuesday of December;
- On any statutory holiday;
- Within seven days of the inaugural meeting of Council following a general local election; and
- During the annual convention of the Union of British Columbia Municipalities.

Only one meeting was scheduled for September 2018 which we have learned conflicts with the UBCM Convention - taking place a couple of weeks earlier this year - from September 10-14, 2018 in Whistler. As Council will be away for the September 11<sup>th</sup> Regular Council Meeting, the Regular Meeting of Council has been moved to September 25<sup>th</sup>, 2018. Council will also meet as the Ucluelet Economic Development Corporation on this date.

The 2018 Council Schedule has been updated to include the new meeting date of September 25<sup>th</sup> and lists the dates Mayor and Council are unavailable due to attending the UBCM Convention (September 10 – 14).

**Respectfully submitted:** Marlene Lagoa, Deputy Municipal Clerk  
Mark Boysen, Chief Administrative Officer



## 2018 COUNCIL SCHEDULE

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

### Regular Council Meetings

January 23	May 8 *	October 9
February 13	May 22	<b><i>Election October 20</i></b>
February 27 *	June 12	November 13
March 13	June 26	November 27 *
March 27	July 10	December 11
April 10	August 7	
April 24	September 25 *	

*\* Council also meets as the Ucluelet Economic Development Corporation at these meetings*

### Harbour Authority Meetings

February 20	May 15	September 4
November 20		

*UBCM Convention: September 10 – 14, 2018*



## STAFF REPORT TO COUNCIL

Council Meeting: FEBRUARY 13, 2018  
500 Matterson Drive, Ucluelet, BC V0R 3A0

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**FROM:** MARLENE LAGOA, DEPUTY MUNICIPAL CLERK

**FILE NO:** 2600-20

**SUBJECT:** APPOINTMENT OF DEPUTY CORPORATE OFFICER

**REPORT NO:** 18 - 11

**ATTACHMENT(S):** NONE

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**RECOMMENDATION(S):**

1. **THAT** Council appoint Marlene Lagoa as Deputy Corporate Officer.

**BACKGROUND:**

Following a recruitment process conducted in November 2017, Marlene Lagoa was hired as Deputy Municipal Clerk and began her duties on February 5, 2018.

Section 148 of the Community Charter requires that Council appoint an officer responsible for Corporate Administration. Mark Boysen, Chief Administrative Office (CAO), is appointed as the Corporate Officer for the District of Ucluelet. The role of the Deputy Municipal Clerk is to assist the CAO with the responsibility of corporate administration for the District.

**FINANCIAL IMPACTS:**

The Deputy Municipal Clerk position has been budgeted for in Ucluelet's Five Year Financial Plan.

**Respectfully submitted:** Marlene Lagoa, Deputy Municipal Clerk  
Mark Boysen, Chief Administrative Officer





## STAFF REPORT TO COUNCIL

Council Meeting February 13<sup>th</sup>, 2018  
500 Matterson Drive, Ucluelet, BC V0R 3A0

**From:** John Towgood, Planner 1

**Ref No:** RZ17-03 **File No:** 3360-20

**Report No:** 18-12

**Subject:** CS-5 side yard setback Zoning Amendment Bylaw No. 1219, 2017

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

1. **THAT** District of Ucluelet Zoning Amendment Bylaw No. 1219, 2017, be adopted.

### **PURPOSE:**

To advance Bylaw No. 1219 to fourth reading. The bylaw received first and second reading on November 14<sup>th</sup>, 2017; a Public Hearing was held and Council subsequently gave third reading to the bylaw on January 23<sup>rd</sup>, 2018. Council is now in a position to consider final adoption of Bylaw No. 1219.

### **OPTIONS REVIEW:**

1. That District of Ucluelet Zoning Amendment Bylaw No. 1219, 2017, be adopted.  
**(Recommended)**
2. That Council defer the fourth reading of Bylaw No. 1219, 2017, to a future date to be determined.
3. That Council abandon Zoning Amendment Bylaw No. 1219, 2017.

**Respectfully submitted:** John Towgood, Planner 1  
Bruce Greig, Manager of Planning  
Mark Boysen, Chief Administrative Officer



**DISTRICT OF UCLUELET**

**Bylaw No. 1219, 2017**

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** District Planning Staff have applied to amend the District of Ucluelet Zoning Bylaw No. 1160, 2013 ("Zoning Bylaw") to recognize the requirement for smaller side yard setbacks for the smaller strata lots created within the Reef Point area in the CS-5 Tourist Commercial Zone.

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

1. Section CS-5.6 of the Zoning Bylaw is amended by adding the following subsection:

CS-5.6.3 On the following properties the minimum interior side yard setback shall be reduced to 1.2m (4'): VIS4490 Lots 1-31; VIS5200 Lot B; VIS5496 Lot 3; VIS5583 Lot 1; VIS5843 Lots 1 and 2; VIS6122 Lots A and B; VIS6124 Lots A and B; VIS6125 Lots A and B; VIS6131 Lot 4; VIS6132 Lot 2; VIP66186 Lots 18, 20, and 22,

2. This bylaw may be cited as "Zoning Amendment Bylaw No. 1219, 2017".

**READ A FIRST TIME** this 14<sup>th</sup> day of **November**, 2017

**READ A SECOND TIME** this 14<sup>th</sup> day of **November**, 2017

**PUBLIC HEARING** this 23<sup>rd</sup> day of **January**, 2018

**READ A THIRD TIME** this 23<sup>rd</sup> day of **January**, 2018

**ADOPTED** this        day of        , 2018.

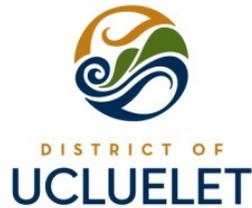
**CERTIFIED A TRUE AND CORRECT COPY** of “District of Ucluelet Zoning Amendment Bylaw No. 1219, 2017.”

\_\_\_\_\_  
Mayor  
Dianne St. Jacques

\_\_\_\_\_  
CAO  
Mark Boysen

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

\_\_\_\_\_  
CAO  
Mark Boysen



## STAFF REPORT TO COUNCIL

Council Meeting: FEBRUARY 13<sup>TH</sup>, 2018  
500 Matterson Drive, Ucluelet, BC V0R 3A0

**FROM:** JOHN TOWGOOD, PLANNER 1      **REPORT NO:** 18-13   **FILE NO:** 3060-20   **FOLIO NO:** 0612.127

**SUBJECT:** DEVELOPMENT VARIANCE PERMIT AND AMENDMENT TO DEVELOPMENT PERMIT DP17-10 FOR 266 BOARDWALK BOULEVARD

**ATTACHMENT(S):** APPENDIX A – APPLICATION  
APPENDIX B – DEVELOPMENT VARIANCE PERMIT, DVP18-01  
APPENDIX C – November 28<sup>th</sup>, 2017 DP REPORT

### RECOMMENDATION(S):

1. **THAT** Council approve:
  - a. an amendment to Development Permit DP17-10, to allow for the modifications as outlined in the body of the staff report dated February 13, 2018; and,
  - b. issuance of Development Variance Permit DVP18-01, for LOT 27, PLAN VIP66186, PID 023-956-925, 266 Boardwalk Boulevard.

### PURPOSE:

To provide Council with information on a proposed amendment to Development Permit (“DP”) DP17-10 and a request vary the required side yard of the property at 266 Boardwalk Boulevard (the “Subject Lot”).

### BACKGROUND:

DP17-10 was approved at the November 28<sup>th</sup>, 2017, regular meeting of Council. Since that time the applicant has been preparing the site for construction. During that process they discovered a deep area of soft blue clay near the rear of the property. This clay is problematic to build on and the applicant is requesting to modify the locations of the buildings to adjust to this site condition.

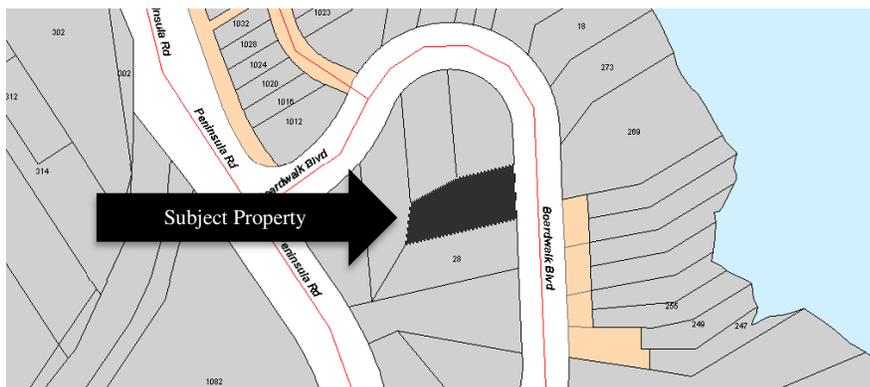


Figure 1 - Site Plan

**DISCUSSION:**

The original site plan located the building offset in both the "side to side" and "front to back" directions. This layout worked well by using the full site, allowing for off street parking, allowing for the full side yard setback of 3m (10ft). It also reduced the impact to the street scape by setting one building further back.

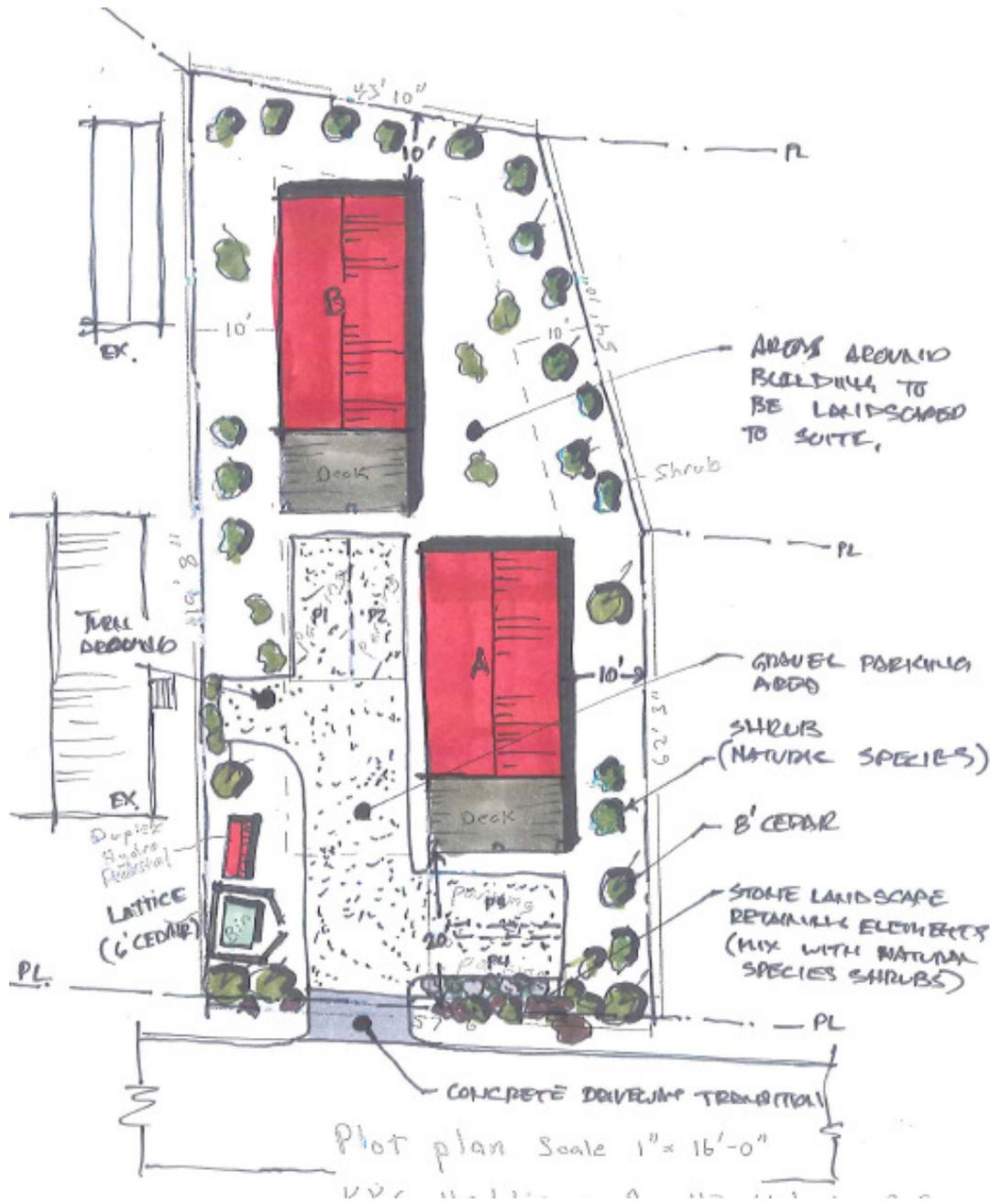


Figure 2 - Original Site Plan





Figure 4 – Area Context Plan



Figure 5 – Existing Street Scape

**DEVELOPMENT VARIANCE PERMIT**

Ucluelet's Zoning Bylaw, Bylaw 1160, 2013, *Section CS-5.6.1: (c)* indicates that the required side yard for the subject property is currently 3m (10ft). The proposed new configuration would require a DVP to allow a 1.5m (5ft) side yard setback.

**TIME REQUIREMENTS – STAFF & ELECTED OFFICIALS:**

Staff time will be required to amend, monitor and review this application.

**FINANCIAL IMPACTS:**

There are no direct financial impacts.

**SUMMARY:**

The site plan as originally proposed was a better layout in terms of the site's impact to the neighboring properties and to the streetscape. With the two proposed buildings plus the existing building to the south all being located forward on the property, these buildings will become a dominant feature of the street. That said, the three similar buildings will add an element of continuity to the streetscape.

Staff note that the proposed landscape plan shows a reduced driveway cut at the property line plus new tree plantings at the front, which over time will help to mitigate the mass of the buildings. The owner is strongly encouraged to select trees which will quickly achieve a similar height to the adjacent buildings. The unbuildable clay area to the rear of the property is a clear hardship for the applicant and as such the amendment as proposed is reasonable.

**OPTIONS REVIEW:**

1. That Council approve:
  - a. an amendment to Development Permit DP17-10, to allow for the modifications as outlined in the body of the staff report dated February 13, 2018; and,
  - b. issuance of Development Variance Permit DVP18-01, for LOT 27, PLAN VIP66186, PID 023-956-925, 266 Boardwalk Boulevard.  
**(Recommended option)**
2. Defer consideration pending receipt of further information to be identified.
3. Refuse the one or both parts of this application, citing the OCP guidelines with which the proposal does not conform.

**Respectfully submitted:** John Towgood, Planner 1  
Bruce Greig, Manager of Community Planning  
Mark Boysen, Chief Administrative Officer



Ucluelet Video Services  
 Box 47  
 Ucluelet, BC  
 V0R 3A0

January 15<sup>th</sup>, 2018

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

Dear Mayor & Council,

REQUEST FOR SIDE SET-BACK AMENDMENT (from 10-foot to 5-foot)

Property in Question: - LOT 27, 266 BOARDWALK Blvd.

The Ludlow/Ferguson/Faulkner families (Cabins West) have been seeking to diversify further by the construction of two new additional Vacation Cabins.

To-Date we have invested almost \$25,000 in this undertaking in the application process, meeting design submission, engineering services, excavating and building permits, etc., only to discover that the rear of the property consists of essentially unbuildable soft-blue-clay (see letter from J Robbins the excavator operator),

This effectively places us in the untenable situation of either trying to re-design the whole development, which would still have no guarantee of being achievable, and, of course, incurring several thousand more dollars of investment; or, by way of this application, seeking a dispensation to the existing 10-foot side set-back restriction for the property in question, to a 5-foot side set-back.

Having the CS5 zoning for this particular lot, allows us to build 2 cabins. However, the removal of the clay portion, reduces the buildable portion of the lot to a similar footprint of two of the smaller properties on the other side of the road where 5-foot setbacks are permitted.

We recognise that bylaws are created for a reason, however, you may be aware that the area in question is in a "development permit area", intended to ensure a consistent theme. To this end, numerous set-back dispensations (5-feet and even 4-feet) have been afforded property owners in order to conform with the specific nature of this area (small cabins and rental accommodations to accommodate tourists – versus other areas where the 10-foot set-back is intended to provide "permanent residents" with some degree of privacy).

The proposed cabins would be almost identical to the two adjacent cabins on our lot 28, thereby complementing the visual aspects of the area.

In the past, our adjacent property (lot 28) was afforded the change to a 5-foot side set-back when it was constructed in 2007.

Furthermore, because we own the adjoining property on one side (Lot 28), the side set-back would not be impacting other owners on that side (and should there be any sale, most likely both properties would be sold together, thereby negating issues with separate owners in the future).

As you know, finding builders in our community at this time is at a premium. After approaching numerous local builders that are booked for up to 2019, we have had to resort to hiring a builder and sub-trades from the east coast of the Island. However, should the set-back application not be approved, our builder has stated that he would have to abandon our cabins, and seek work elsewhere. This would effectively impose another one to two-year delay in any construction opportunities for the cabins, and what we have hoped to be a revenue source in 2018 would be lost for ourselves and the district.

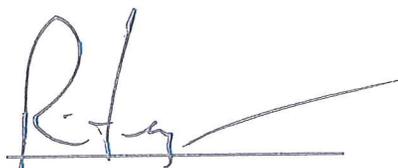
If approved, we could bring the back cabin forward to avoid all blue-clay deposits, and other than a slightly higher 3-foot profile (still well within the 39-foot height requirement), but still 2-feet shorter than the existing, approved cabins, that we have had for over ten years, thus keeping the building scheme for this area in fact.

Hoping that this request meets a favourable consideration from Council,

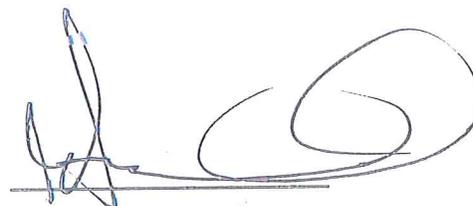
Yours sincerely,



Ken Luciflow



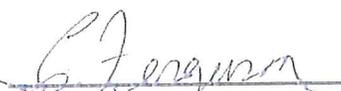
Rob Ferguson



Rod Faulkner



Julie Corlazzoli



Christine Ferguson



Kelly Faulkner

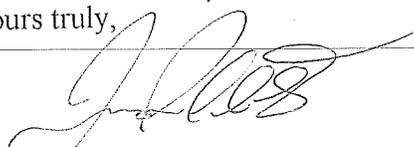
To Mayor & Council  
District of Ucluelet  
Box 999  
Ucluelet, BC  
V0R 3A0

Dear Mayor & Council,

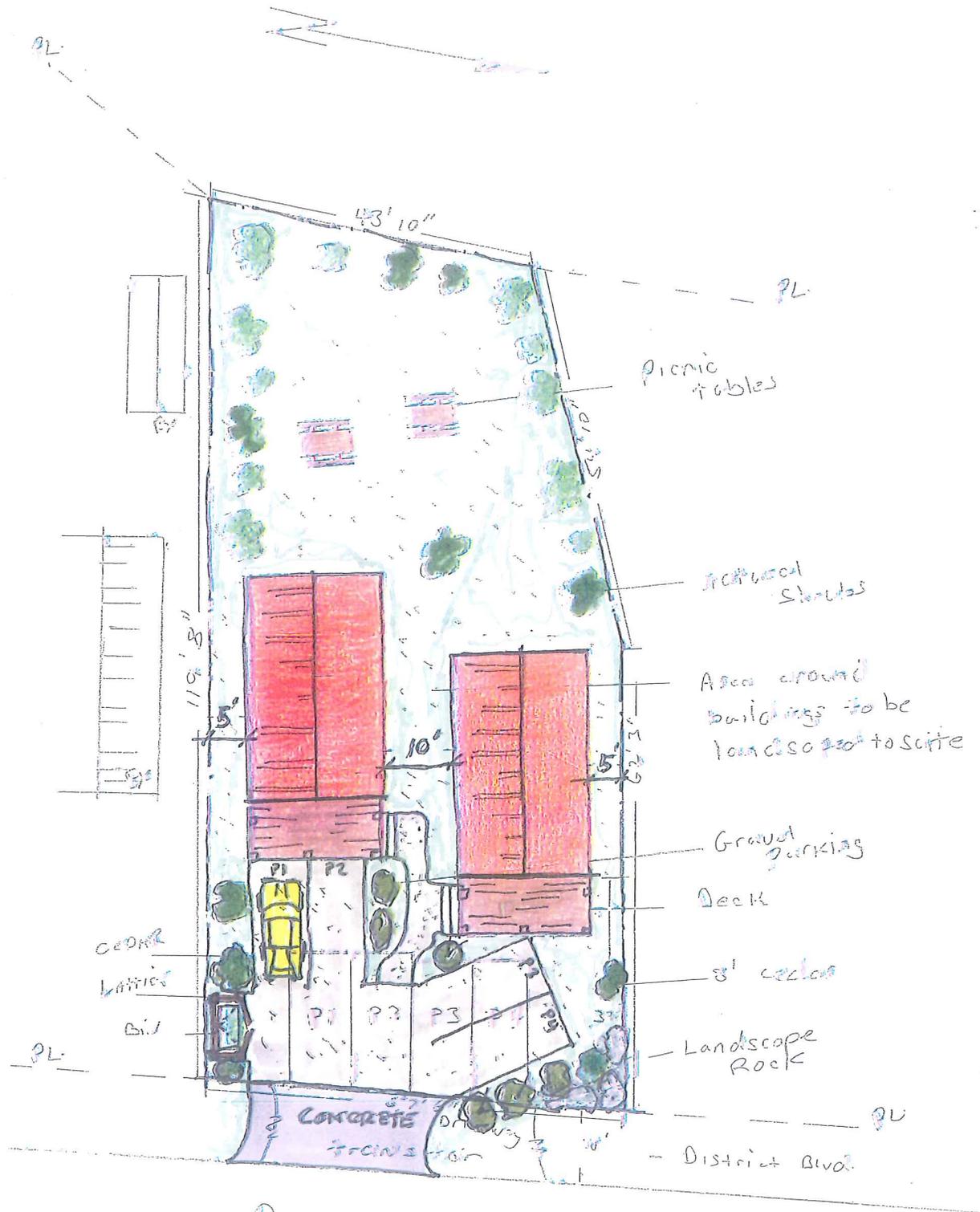
On January 10/2018, I was commissioned by KKC Holdings Ltd. (Cabins West), to start excavation on lot 27 Boardwalk Blvd. After 2 full days of prepping the lot, our last job was to excavate for the two foundations needed on the property. In order to proceed efficiently, we started on the back left cabin footprint first. I started digging for approximately 15 minutes and discovered that the back 20% of the cabin foundation footprint was extremely soft "Blue Clay". At this point I had excavated down to a depth of 7-8 feet with no end in site. Our company has excavated many sites in the Ucluelet area and I have run into this problem before. One particular site I had excavated in blue clay to a depth of 25-30 feet. This as well was not feasible or stable to build on. Luckily for these owners it was just the back 30 x 10 area of their lot that had blue clay. My advise to Cabins West after excavating their back lot was to fill the 300 sq ft. area back in and move the cabin further up where we had maintained solid rock that that carried all the way to the front of their lot. Our excavation company has worked alongside geotechnical engineers before that have dealt with the soft blue clay and with my past experience, Cabins West's engineering services, trucking fees, excavation fees and approved engineering material needed, my estimation for this back corner could run as high as \$20,000 to elevate the problem. Cabins West informed me that as per the guidelines of the district of Ucluelet certain steps had to be carried out before a building/digging permit would be issued. The steps necessary so far has cost this company close to \$10,000 only to find out the back part of their lot was not suitable or feasible to build on. I am writing this letter of support urging council to grant a variance of 5-foot side setbacks, which are consistent with the other cabins in the area. The new setbacks would now allow them to move the back cabin up and continue with their building plans on schedule.

Yours truly,

---



John Robbins Jr.  
Robbins Construction  
Port Alberni B.C.



Boardwalk Blvd.

Plot plan Scale 1" = 16'-0"

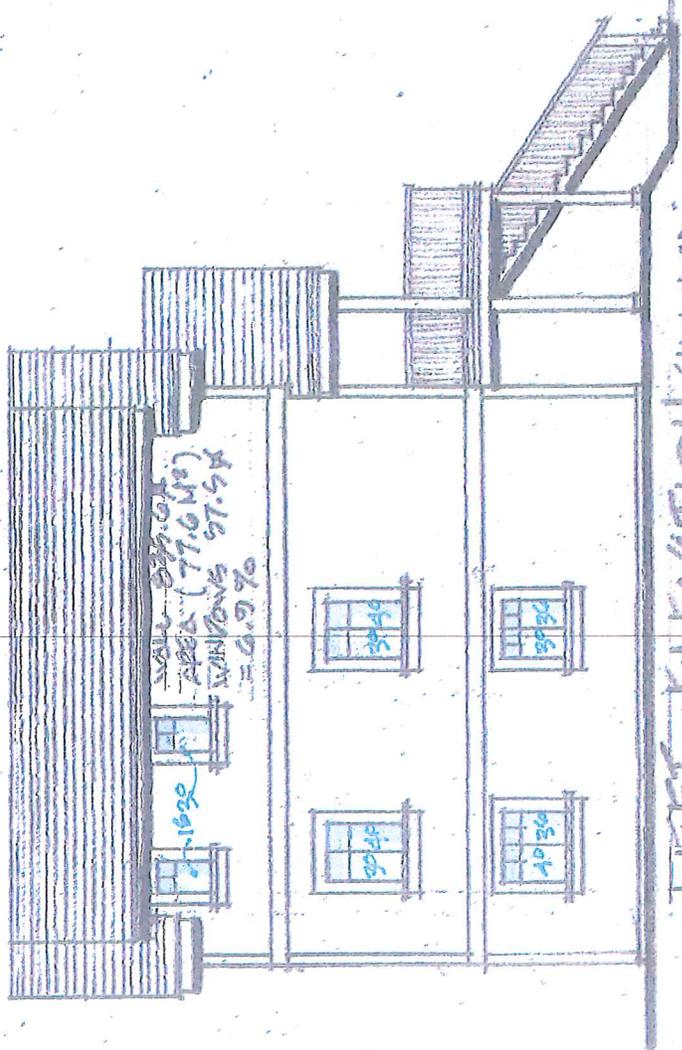
K.R.C Holdings Box 47 Uclulet B.C.

Lot 27, Boardwalk BLVD. Uclulet, B.C.

Plan V1266186, Clayoquot Dist.

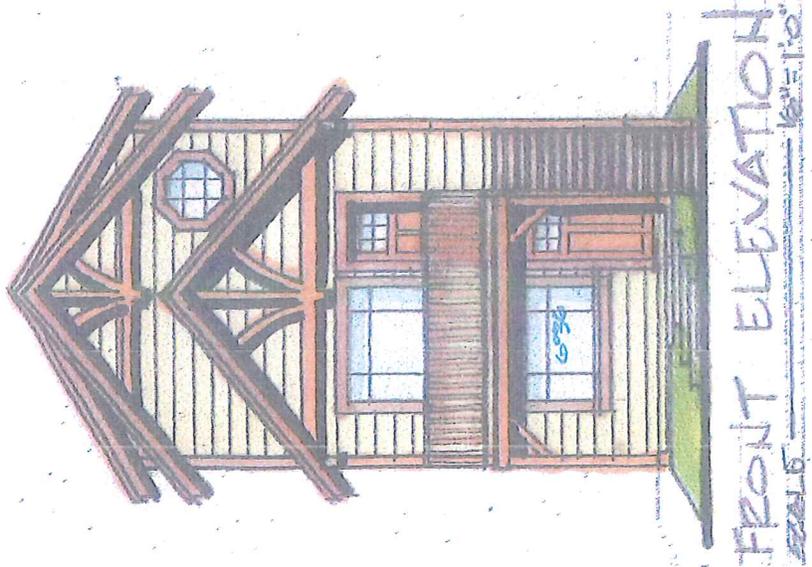
SECTION 21 PID 023-956-925

✓ 5.7% OPENINGS. GOOD FOR BOTH  
1.2 & 1.5 M LIMITING DISTANCE



VALU. EXP. OF  
AREA (77.6 M<sup>2</sup>)  
MINIMUMS 27.5 M<sup>2</sup>  
= 6.9 %

LEFT ELEVATION (18'x16')

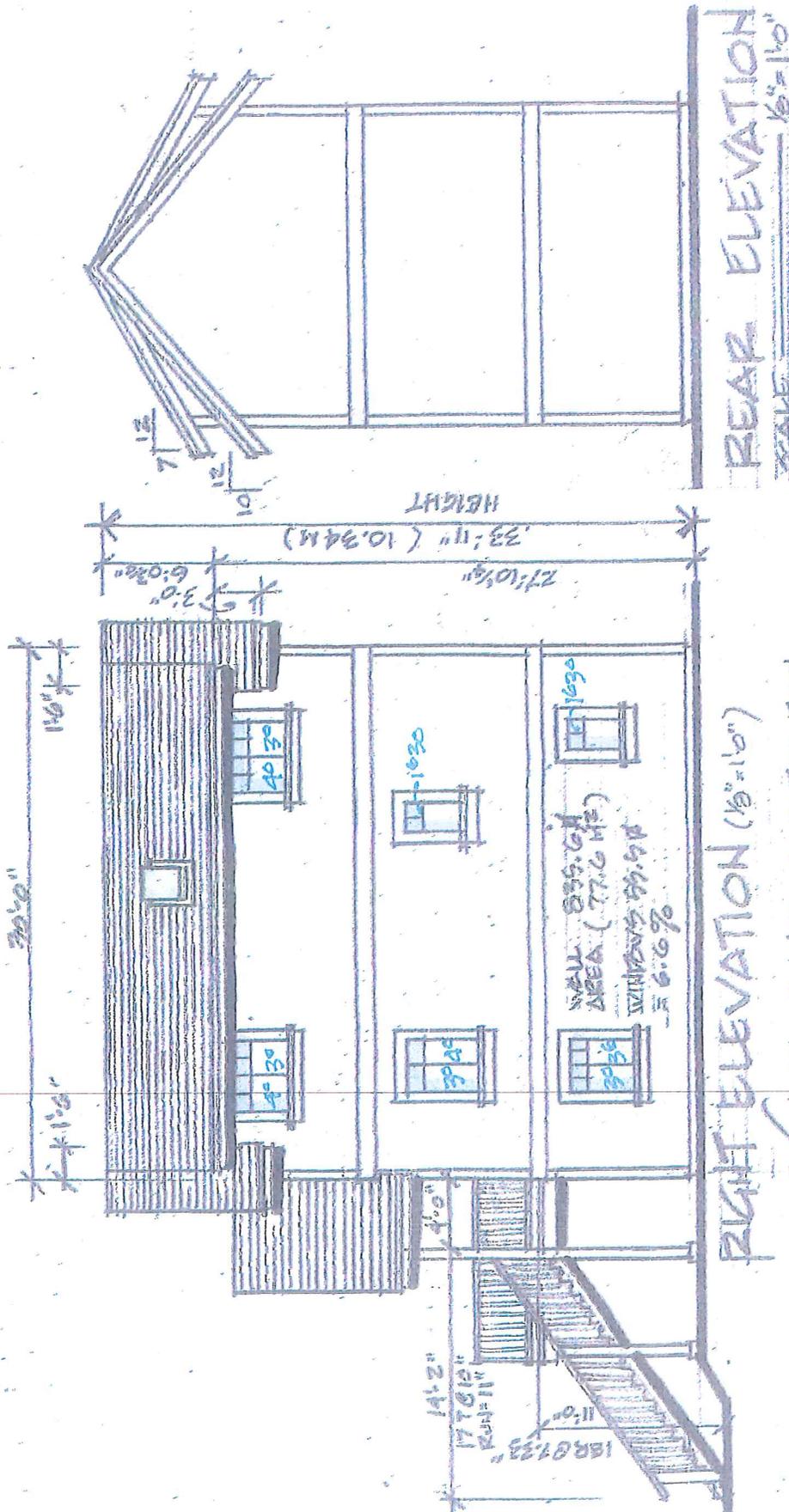


FRONT ELEVATION (18'x16')

CABINS WEST 1 OF 2  
REVISED FOR SITE CONDITIONS

JAN 15 2018





CABINS WEST 2 OF 2  
 REVISED FOR SITE CONDITIONS  
 JAN 16 2018



## DEVELOPMENT VARIANCE PERMIT DVP18-01

Pursuant to section 498 of the Local Government Act, 2015:

1. This Development Variance Permit is issued to:

Ken Ludlow, Box 47 Ucluelet, BC V0R 3A0

2. This Development Variance Permit applies to, and only to, those lands within the District of Ucluelet described below, and all buildings, structures, and other development thereon:

Lot 27, Section 21, Clayoquot District Plan VIP66186, PID 023-956-925  
(the "**Lands**").

3. This Development Variance Permit is issued subject to compliance with all the bylaws of the District of Ucluelet, except as specifically varied or supplemented by this Permit.

4. This Permit authorizes the following zoning variances on the Lands:

- a. Section CS-5.6.1 (c) of the District of Ucluelet Zoning Bylaw No. 1160, 2013, indicates a minimum side yard setback of 3.0m (10.0ft). This setback is to be reduced to 1.5m (5.0ft) for both side yards of the subject property.

These zoning variances apply only in the locations indicated, and otherwise in accordance with, the drawings attached to this Permit as **Schedule A**.

5. The work authorized by this Permit may only be carried out:

- a. in compliance with the requirements of the District of Ucluelet Zoning Bylaw No. 1160, 2013, except where specifically varied or supplemented by this development variance permit.
- b. in compliance with all federal, provincial, and municipal statutes, regulations, and bylaws.

6. Notice shall be filed in the Land Title Office under Section 503 of the Local Government Act, and upon such filing, the terms of this Permit or any amendment hereto shall be binding upon all persons who acquire an interest in the land affected by this Permit.

7. This Permit is NOT a Building Permit.



AUTHORIZING RESOLUTION passed by the Municipal Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2018.

IN WITNESS WHEREOF this Development Variance Permit is hereby executed and issued by the Municipality the \_\_\_\_\_ day of \_\_\_\_\_, 2018.

THE DISTRICT OF UCLUELET  
by its authorized signatories:

\_\_\_\_\_  
Dianne St. Jacques – Mayor

\_\_\_\_\_  
Mark Boysen – Corporate Officer

OWNER  
by its authorized signatory:

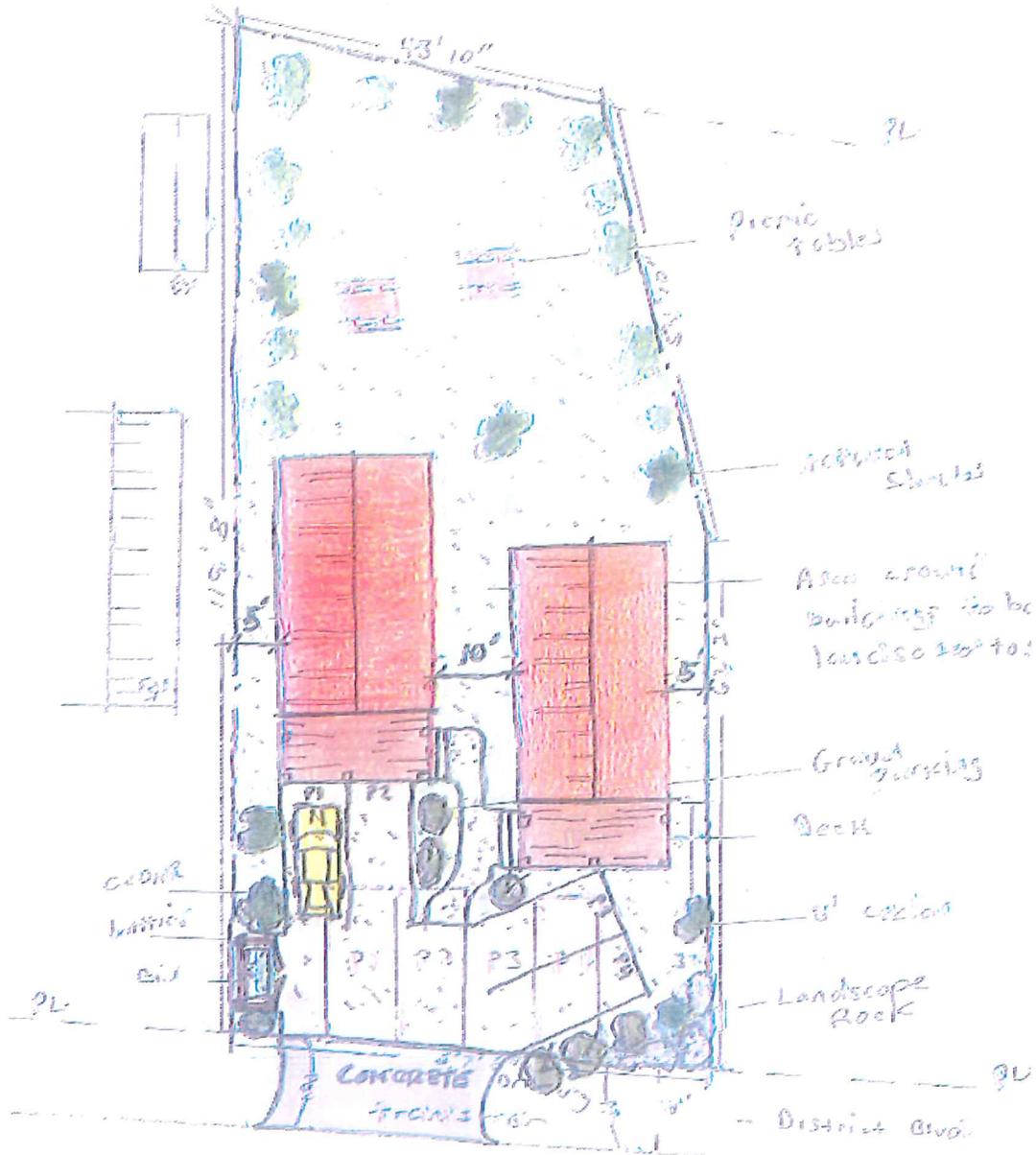
\_\_\_\_\_  
Name:

ISSUED the \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
John Towgood  
Planner 1 Ucluelet



# SCHEDULE A – Development Drawings







## STAFF REPORT TO COUNCIL

Council Meeting: NOVEMBER 28<sup>TH</sup>, 2017  
 500 Matterson Drive, Ucluelet, BC V0R 3A0

**FROM:** JOHN TOWGOOD, PLANNER 1

**FILE No:** 3060-20 **FOLIO No:** 0612.127

**SUBJECT:** DEVELOPMENT PERMIT FOR 266 BOARDWALK BOULEVARD

**ATTACHMENT(S):** APPENDIX A – APPLICATION  
 APPENDIX B – DEVELOPMENT PERMIT, DP17-10

### RECOMMENDATION(S):

1. **THAT** Council approve Development Permit DP17-10 for LOT 27, PLAN VIP66186, P.I.D 023-956-925 (266 Boardwalk Boulevard).

### PURPOSE:

To provide Council with information on a proposed Resort Condo on an undeveloped lot within the Reef Point Development. The proposed development triggers the requirement for a Form and Character, Natural Environment, and Hazardous Conditions Development Permit (“DP”).

### BACKGROUND:

An application has been received for a Development Permit for 266 Boardwalk Boulevard (the “**Subject Property**”). This undeveloped property is located within Boardwalk Boulevard loop and was part of the 2000 “Reef Point” development: (**Figure 1**).

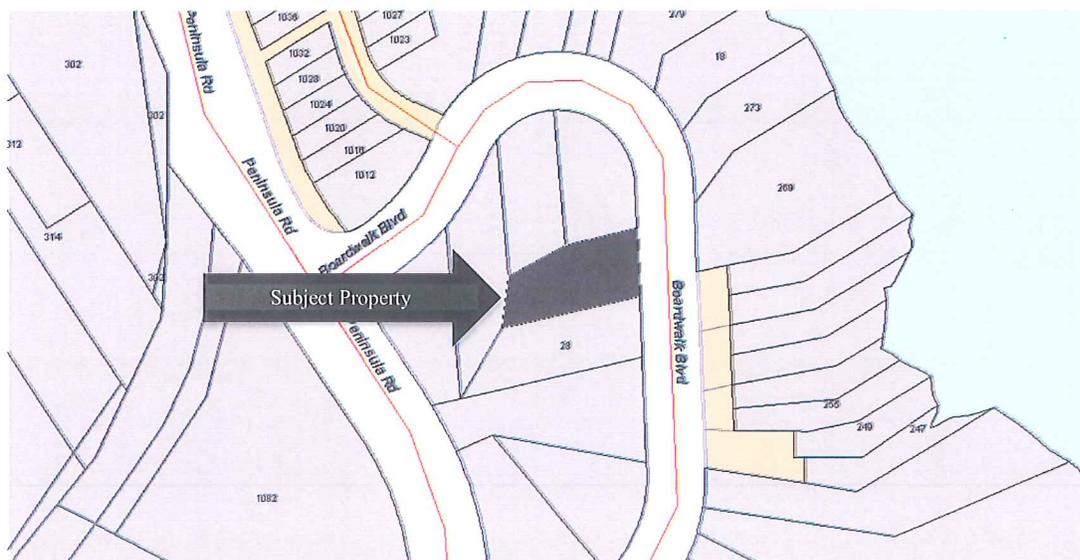


Figure 1 – Site Plan

This lot has been cleared of vegetation for at least 8 years and has a gentle upward slope of 2.5m from front to back

**DISCUSSION:**

The proposed Development Permit application is assessed on:

- The Official Community Plan's (the "OCP") Reef Point designation policies;
  - Protection of the natural environment, its ecosystems and biological diversity; and
  - Protection of development from hazardous conditions; and
  - Establishment of objectives for the form and character of development in the resort region;
- Zoning Bylaw requirements;

OCP, Protection of the natural environment, its ecosystems and biological diversity:

The building area of the lot has been cleared and contains no significant environmental features.

The general development permit guidelines indicate that an "Environmental Impact Assessment" shall be required for all properties greater than 2 HA in size to evaluate the impacts of a proposed development on the natural environment. The Subject property is 0.03 HA and, considering the green space and low impact nature of the development, Staff have not required an Environmental Impact Assessment. The applicant stated that he will enhance the landscaping to represent the native species on the property, keeping with OCP guidelines.

OCP, Protection of development from hazardous conditions:

This development happens on the upper bench and Approximately 20m from the fore shore, and 8m's above datum, conforming to the OCP's hazardous conditions guidelines.

OCP, Establishment of objectives for the form and character of development in the resort region:

The Reef Point Development Permit Area is intended for large scale tourist commercial developments. Reef Point's natural beauty and rich ecological qualities add significant potential value to Ucluelet, its residents, and future generations in terms of character creation. It is these qualities; beautiful, natural, and wild, which residents and people from afar come to experience. The immediacy of the ocean, the marine environment and the presence of significant stands of forest, including old-growth are primary character-giving qualities of this area.

This application is proposing two identical resort condo buildings each containing two separate Resort Condo suites. The exterior material consists of cedar smart lap siding, wood trim and beam work and fiberglass shingle roofing (**Figure 2**). The property will be landscaped in keeping with the surrounding native species of the area. A garbage receptacle will be enclosed in a 6' cedar enclosure on site with a small electrical building located slightly to the east of the garbage enclosure. The applicant has indicated 4 gravel parking spaces and a concrete driveway connection (**Figure 3**).

This proposal is in keeping with the existing streetscape and the OCP guidelines for the area.

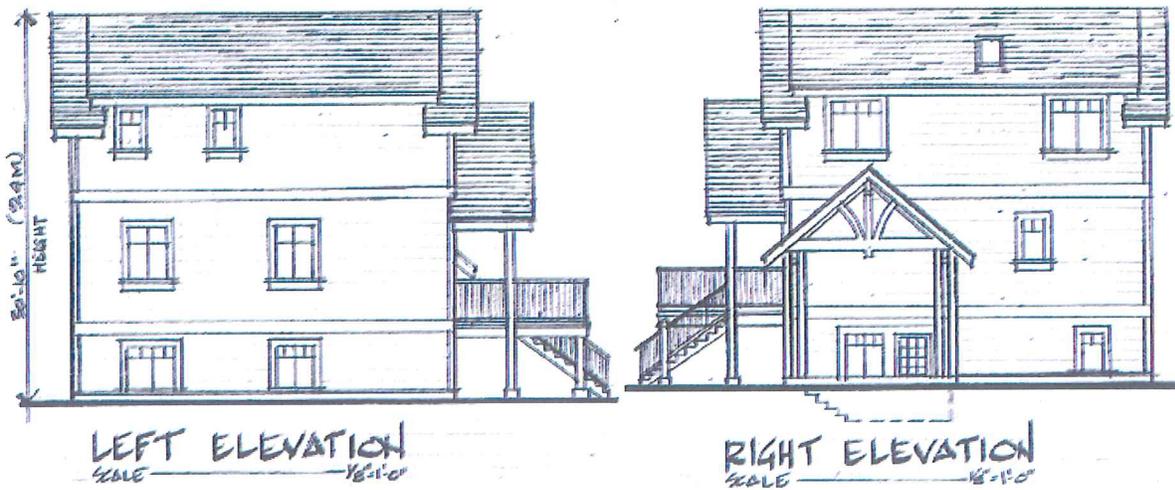
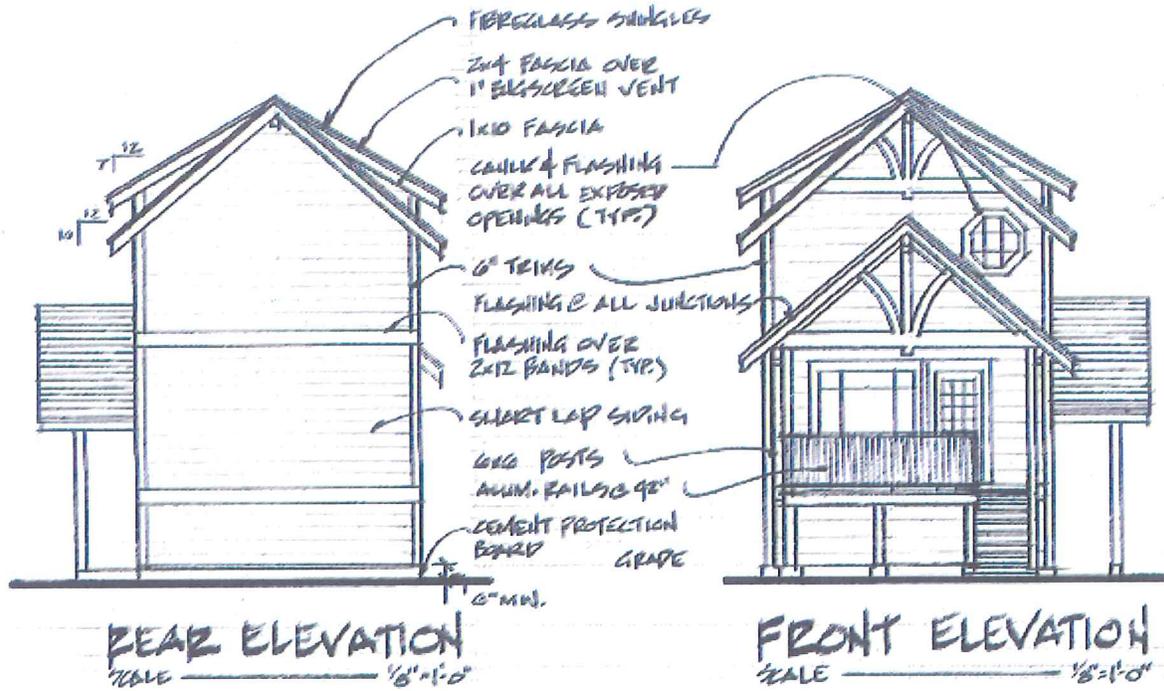
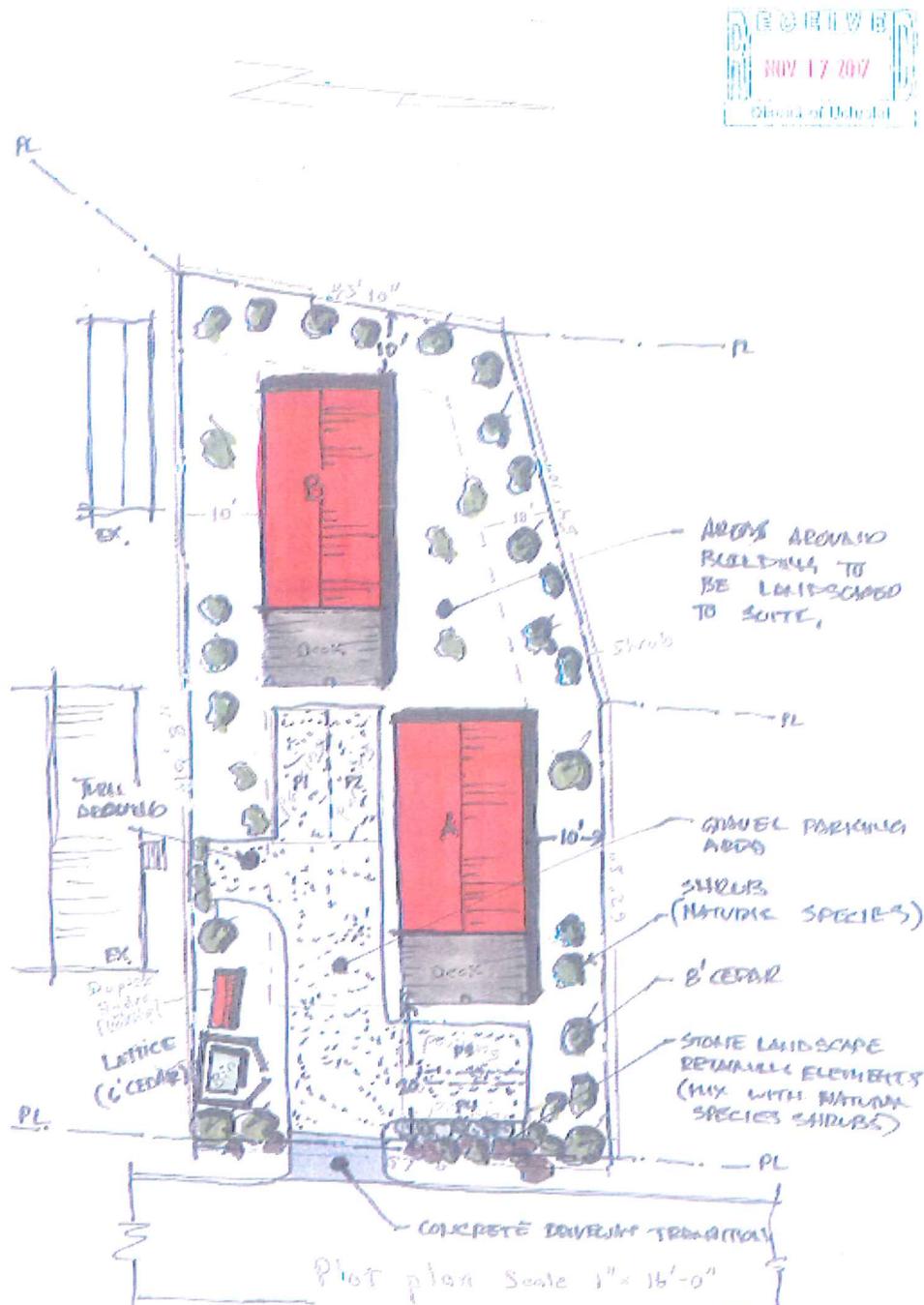


Figure 2 - Building Elevations



Plot plan Scale 1" = 16'-0"  
 KRC Holdings, Box 47, Uckweld, BC  
 Lot 27 Boardwalk BV, Uckweld, BC  
 Plan V1P66126, Clayogant Hill  
 Section 21 P10 025-924-925

ft

Figure 3 – Site / Landscape Plan

**ZONING BYLAW REQUIREMENTS:**

The Property is in the CS-5 zone – Tourist Commercial. This zone is intended to provide for tourist commercial accommodations and other related recreational and primarily tourist commercial uses outside the District’s Village Square and its residential areas. The Application proposes the primary use of “CS-5 1.1. (1) (c) Resort Condo” with Resort Condo defined as:

*“Resort Condo” means a building, or group of buildings, providing two or more separate dwelling units, for commercial tourist accommodation use only, without the accessory uses commonly associated with or specifically permitted with hotels or motels. The building(s) must be on the same lot or within the strata plan, except for the parcels within the CS-5 Zone along Peninsula Road, as illustrated below (“Reef Point”), in which case there may be only one unit per lot:*

This application meets applicable zoning requirements.

**TIME REQUIREMENTS – STAFF & ELECTED OFFICIALS:**

Staff time will be required to monitor and review the progress of this application.

**FINANCIAL IMPACTS:**

Development Cost Charges will be charged for the resort condo by a per unit basis and a building permit fee will be charged based on project cost. The value of the property will increase with the proposed improvements increasing the districts tax base. Water and sewer fee will be collected based on metered usage. There are no other direct financial impacts from this application.

**POLICY OR LEGISLATIVE IMPACTS:**

The Reef Point / Terrace Beach / Spring Cove area is known to have high archeological value. The original development of the area in 2000 did an extensive archeological review. From that report, archeological sites were identified and mapped out and development lots were created around those sites or covenants were positioned on title to regulate how those lots can develop. The Subject Property was not identified as having an archeological site and it does not have an archeological covenant on title that directly relates to the subject property.

It is important to note that the preservation of any archeological site is very important to the District of Ucluelet and that the District will ensure that all developments shall respect archaeological resources and comply with all relevant statutes for the protection of archeological sites. The District of Ucluelet has strongly recommended that the applicant retain the services of an eligible consulting archaeologist.

**SUMMARY:**

This proposal conforms to the Reef Point Development Permit area tourist commercial vision and is consistent with the existing streetscape.

**OPTIONS REVIEW:**

1. That Council approve Development Permit DP17-10 for 266 Boardwalk Boulevard.  
**(Recommended option)**
2. Defer consideration pending receipt of further information to be identified.
3. Refuse the permit application, citing the OCP guidelines with which the proposal does not conform.

Staff recommend Option 1 as the proposed development meets the intent of the Reef Point Development Permit Area Guidelines.

**Respectfully submitted:**      John Towgood, Planner 1  
   Bruce Greig, Manager of Community Planning  
   Mark Boysen, Chief Administrative Officer

Rhondda Porter and Michael Plumb  
3604 Jolly Roger Crescent  
Pender Island, BC  
V0N 2M2  
February 5, 2018

District of Ucluelet Planning Department  
PO Box 999, 200 Main Street  
Ucluelet, BC  
V0R 3A0

Re: Development Variance Permit No 18-01

Dear Mayor and Council,

We are the owners of #1027 Tye Terrace (formerly 1027 Peninsula Road) in the Reef Point Cottage complex. We have owned our short-term vacation rental unit since 2005. When we first purchased our cabin, the plans for the area where the subject property is located included a small convenience store and/or a neighbourhood pub to serve the vacationers staying in the area. Obviously plans change but over the years we have noticed a number of worrying developments in the area as more and more lots are developed.

One concern centres on the destruction of the native tree cover as more and more lots are cleared, some of them from property line to property line. This detracts from the natural beauty of the area, one of the main selling points for people looking to spend their vacation in Ucluelet.

The destruction of much of the tree cover in the area combined with the increase in the amount of land covered by asphalt and concrete causes problems with drainage. The increase in surface run-off has an impact on neighbouring properties especially those downhill from the cleared areas. The increase in hard surfaces and loss of vegetative cover has already caused us drainage problems.

Based on the application for such an extreme variance, we can only assume that the owner of the property plans to cover the entire property with a large building or with a building and outbuildings. This kind of large development is not in keeping with the cottage-style buildings already in the area.

There is already an overly large multi-unit structure on the corner of Boardwalk Boulevard and Peninsula Road. This building is not in keeping with the area and looks more like a medical-dental office than a vacation home. More developments of this size will further detract from the attractiveness of the area for potential clients. As tax and permit payers who are operating a vacation rental we object to any development which will affect our business.

We encourage you to deny the application for a variance.

Yours truly,





## STAFF REPORT TO COUNCIL

Council Meeting: FEBRUARY 13<sup>TH</sup>, 2018  
500 Matterson Drive, Ucluelet, BC V0R 3A0

**FROM:** JOHN TOWGOOD, PLANNER 1

**FILE NO:** 3060-20 **REF NO:** DP18-02 **FOLIO NO:** 61.144

**SUBJECT:** DEVELOPMENT PERMIT; 253 BOARDWALK BOULEVARD

**REPORT:** 18 - 14

**ATTACHMENT(S):** APPENDIX A – APPLICATION  
APPENDIX B – DEVELOPMENT PERMIT DP18-02

### RECOMMENDATION(S):

1. **THAT** Council approve Development Permit DP18-02 for the construction of a single Resort Condo cabin with an Accessory Residential Dwelling Unit on the property at 253 Boardwalk Boulevard.

### PURPOSE:

To provide Council with information on a proposed Development Permit (“DP”) for the property at 253 Boardwalk Boulevard: *Strata Lot A, Plan VIS6122, Section 21, Clayoquot District, together with an interest in the common property in proportion to the unit entitlement of the 3strata lot as shown on form V; PID 026-836-114 (the “Subject Lot”)*

### BACKGROUND:

An application has been received for a Development Permit for 253 Boardwalk Boulevard (the “**Subject Property**”). This undeveloped waterfront property is located on Spring Cove and was part of the 2000 “Reef Point” development: (**Figure 1**).

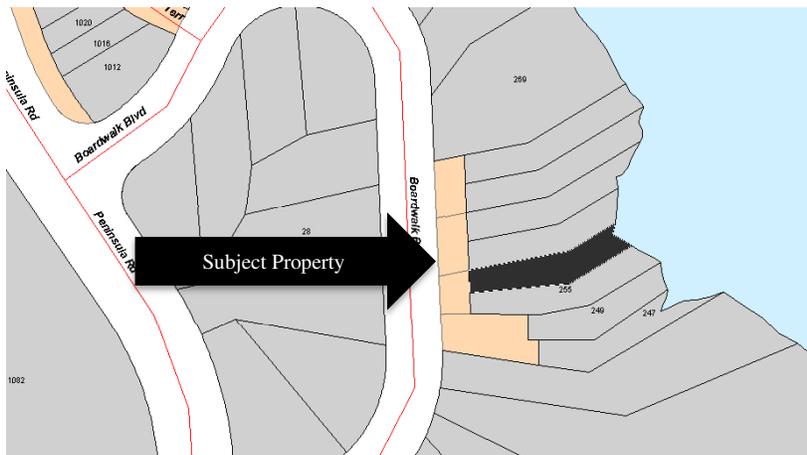


Figure 1 – Site Plan

In the original development, the subject property was part of a larger lot which was subdivided into two small lots with a roadside front yard common area. The other lot created from the 2005 subdivision was built out with a single resort condo (**Figure 2**).



Figure 2 – Existing Street Scene

This lot has a 15m green space buffer which runs along the foreshore that is meant to contain the Wild Pacific Trail in the future. The building of the trail is not part of this permit. (**Figure 3**).

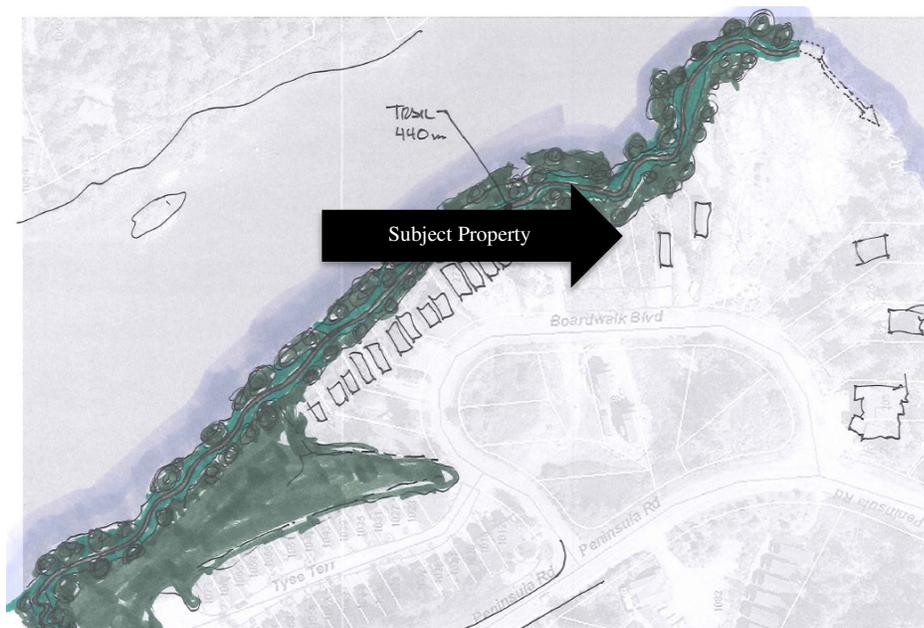


Figure 3 – Phase 3 WPT sketch

This lot has been mostly cleared with the existing trees located below the building site in the 15m green space.

**DISCUSSION:**

The proposed Development Permit application is assessed on:

- The Official Community Plan's (the "OCP") Reef Point designation policies;
  - Protection of the natural environment, its ecosystems and biological diversity; and
  - Protection of development from hazardous conditions; and
  - Establishment of objectives for the form and character of development in the resort region;
- Zoning Bylaw requirements;

OCP, Protection of the natural environment, its ecosystems and biological diversity:

The building area of the lot has been cleared and contains no significant environmental features. The general development permit guidelines indicate that an "Environmental Impact Assessment" shall be required for all properties greater than 2 HA in size to evaluate the impacts of a proposed development on the natural environment. The Subject property is 0.03 HA and, considering the green space and low impact nature of the development, Staff have not required an Environmental Impact Assessment. The applicant stated that he will keep and enhance the landscaping to represent the native species on the property, keeping with OCP guidelines.

OCP, Protection of development from hazardous conditions:

This development happens on the upper bench and Approximately 20m from the foreshore, and 8m above datum, conforming to the OCP's hazardous conditions guidelines.

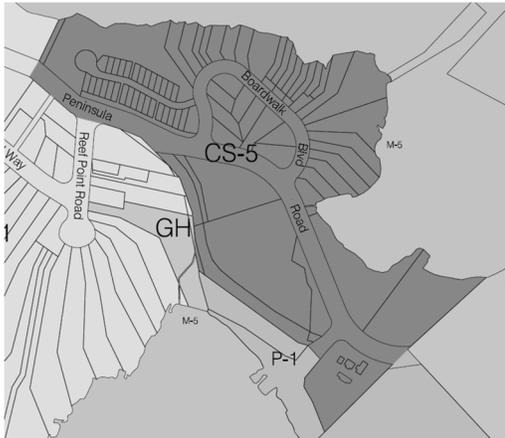
OCP, Establishment of objectives for the form and character of development in the resort region:

The Reef Point Development Permit Area is intended for tourist commercial development. Reef Point's natural beauty and rich ecological qualities add significant potential value to Ucluelet, its residents, and future generations in enhancing the character of the area. It is these qualities - beautiful, natural, and wild - which residents and people from afar come to experience. The immediacy of the ocean, the marine environment and the presence of significant stands of forest, including old-growth are primary character-giving qualities of this area.

This application is proposing ½ beveled Hardi Board siding, cedar accents and asphalt roofing. The property will be landscaped in keeping with the surrounding native species. This proposal is in keeping with the existing streetscape and the OCP guidelines for the area. **(Figure 4 and 5)**



**“Resort Condo”** means a building, or group of buildings, providing two or more separate dwelling units, for commercial tourist accommodation use only, without the accessory uses commonly associated with or specifically permitted with hotels or motels. The building(s) must be on the same lot or within the strata plan, except for the parcels within the CS-5 Zone along Peninsula Road, as illustrated below (“Reef Point”), in which case there may be only one unit per lot:



The Applicant is also proposing a secondary use under the primary use of an *Accessory Residential Dwelling Unit* defined as follows:

**“Accessory Residential Dwelling Unit”** means one accessory dwelling unit, for residential use only, primarily intended for the caretaking, management, staffing or security of the principal non-residential uses on the same lot;

The CS-5 Zone currently has a 3m side yard setback requirement. This zoning regulation is subject to an amendment being reviewed prior to this report. If amendment is approved this application will be compliant with all zoning requirements. If, however, Zoning Amendment Bylaw No. 1219, 2017, were not approved the applicant would need to change the design or apply for a Development Variance Permit.

#### **TIME REQUIREMENTS – STAFF & ELECTED OFFICIALS:**

Staff time will be required to monitor and review the progress of this application.

#### **FINANCIAL IMPACTS:**

Development Cost Charges will be charged for the resort condo by a per unit basis and a building permit fee will be charged based on project cost. The value of the property will increase with the proposed improvements, increasing the municipal tax base. Water and sewer fees will be collected based on usage. There are no other direct financial impacts from this application.

#### **POLICY OR LEGISLATIVE IMPACTS:**

The Reef Point / Terrace Beach / Spring Cove area is known to have high archeological value. The original development of the area in 2000 did an extensive archeological review. From that report, archeological sites were identified and mapped out and development lots were created around those sites or covenants were positioned on title to regulate how those lots can develop. The Subject

Property was not identified as having an archeological site and it does not have an archeological covenant on title directly relating to the subject property.

**SUMMARY:**

This proposal conforms to the Reef Point Development Permit area tourist commercial vision and is consistent with the exiting streetscape.

**OPTIONS REVIEW:**

1. That Council approve Development Permit DP18-02 for the construction of a single Resort Condo cabin with an Accessory Residential Dwelling Unit on the property at 253 Boardwalk Boulevard. **(Recommended option).**
2. Defer consideration pending receipt of further information to be identified.
3. Refuse the permit application, citing the OCP guidelines with which the proposal does not conform.

Staff recommend Option 1 as the proposed development meets the intent of the Reef Point Development Permit Area Guidelines.

**Respectfully submitted:** John Towgood, Planner 1  
Bruce Greig, Manager of Community Planning  
Mark Boysen, Chief Administrative Officer

**Site Information:**

LEGAL ADDRESS:  
Strata Lot 12A, Section 21,  
Claycoqui District Plan V1P66186

CIVIC ADDRESS:  
12A Boardwalk Blvd,  
Ucluelet, BC V6R 3A0

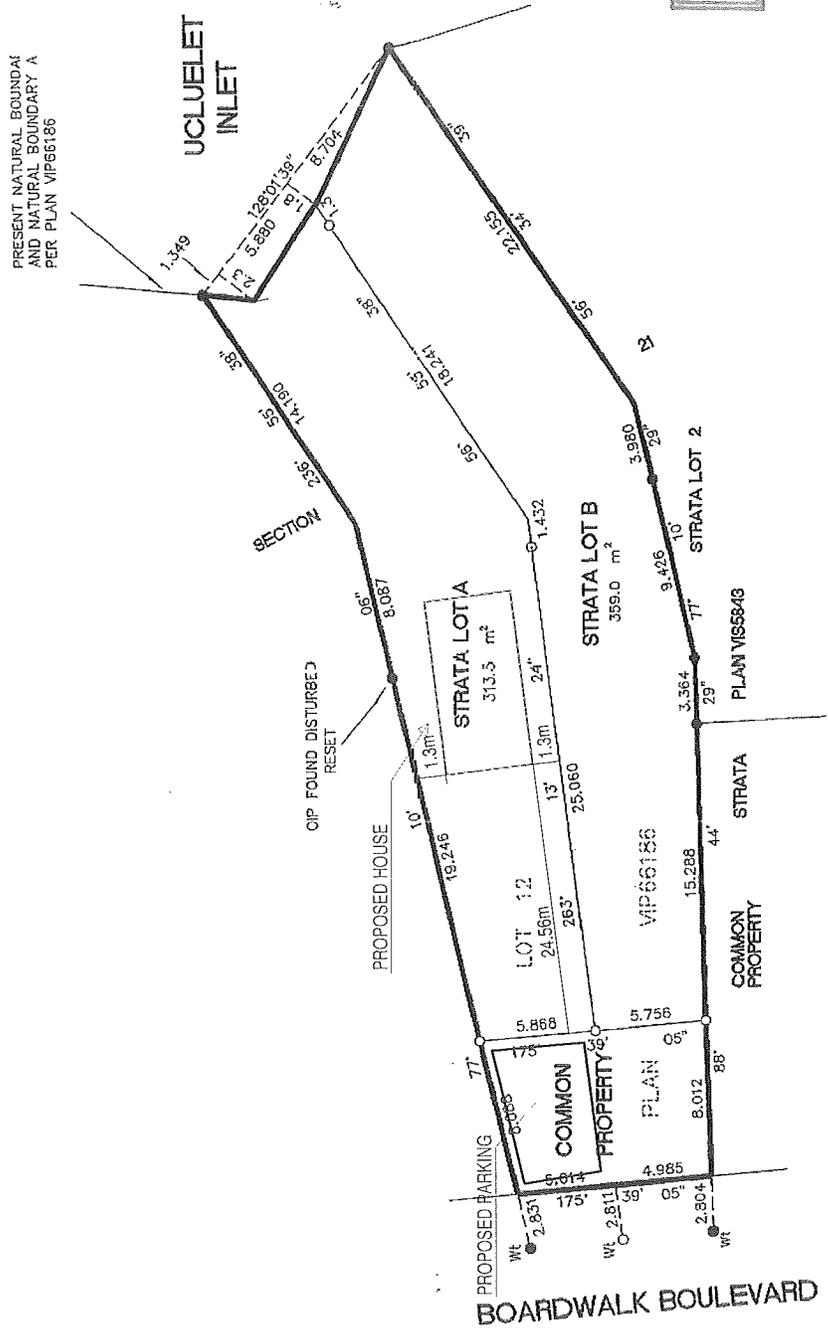
LOT SIZE:  
11.33 ac  
337,337 sq ft  
0.0778 acres

AREA CALCULATIONS:  
Basement - 450 square feet  
Main Floor - 450 square feet  
Top Floor - 337.5 square feet  
Total Square Footage - 1,237.5 square feet

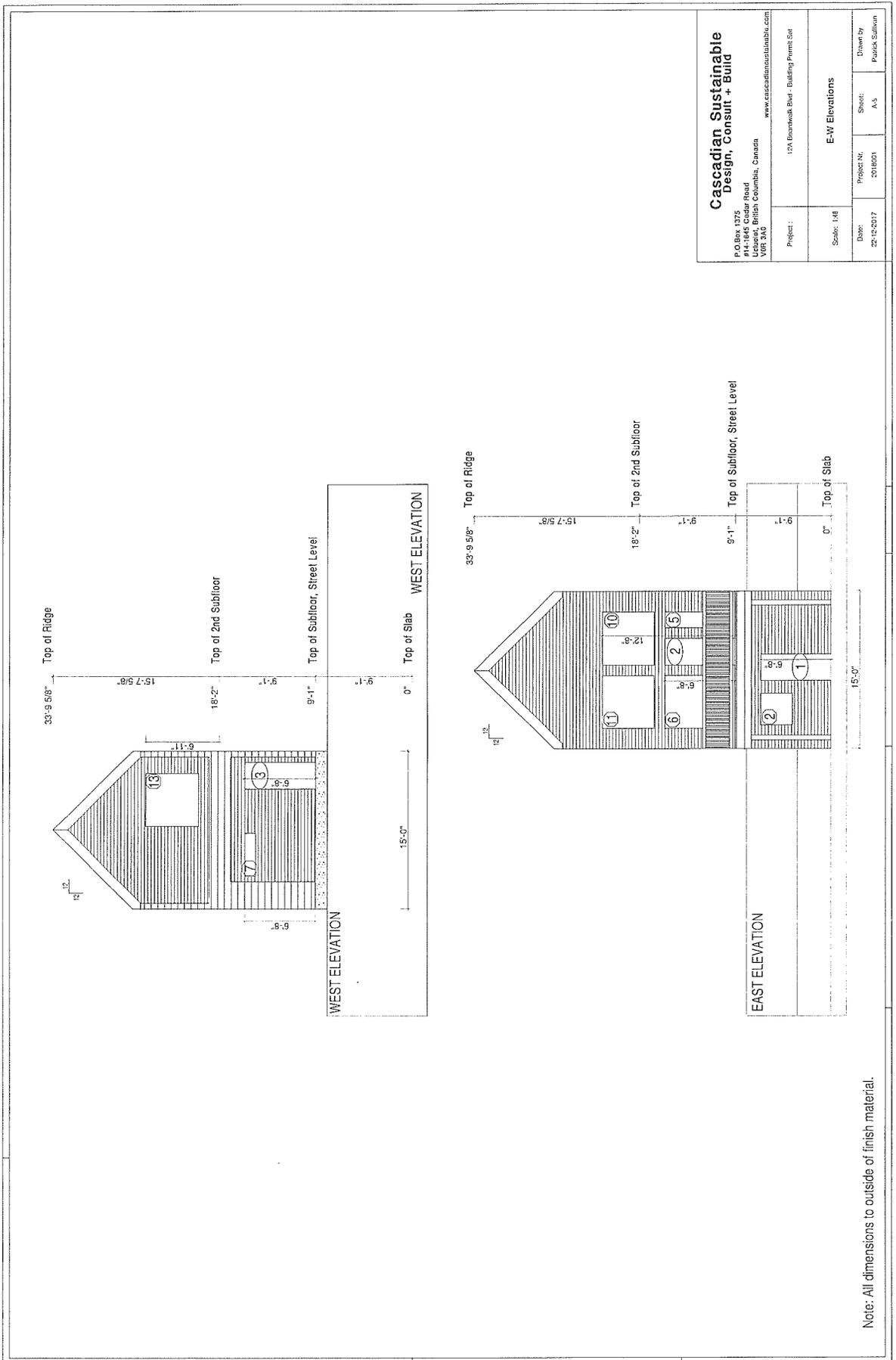


**APPLICANT COPY**

Cascadian Sustainable Design, Consult + Build 8-9-848, 1335 #14-3645 Cedar Road Ucluelet, British Columbia, Canada V6R 3A0 www.cascadiansustainable.com	
Project:	12A Boardwalk Blvd - Building Permit Set
Scale:	1:5
Date:	22-12-2017
Project No:	2016031
Drawn by:	Patrick Sullivan
Sheet:	A-1
<b>Site Details &amp; General Notes</b>	

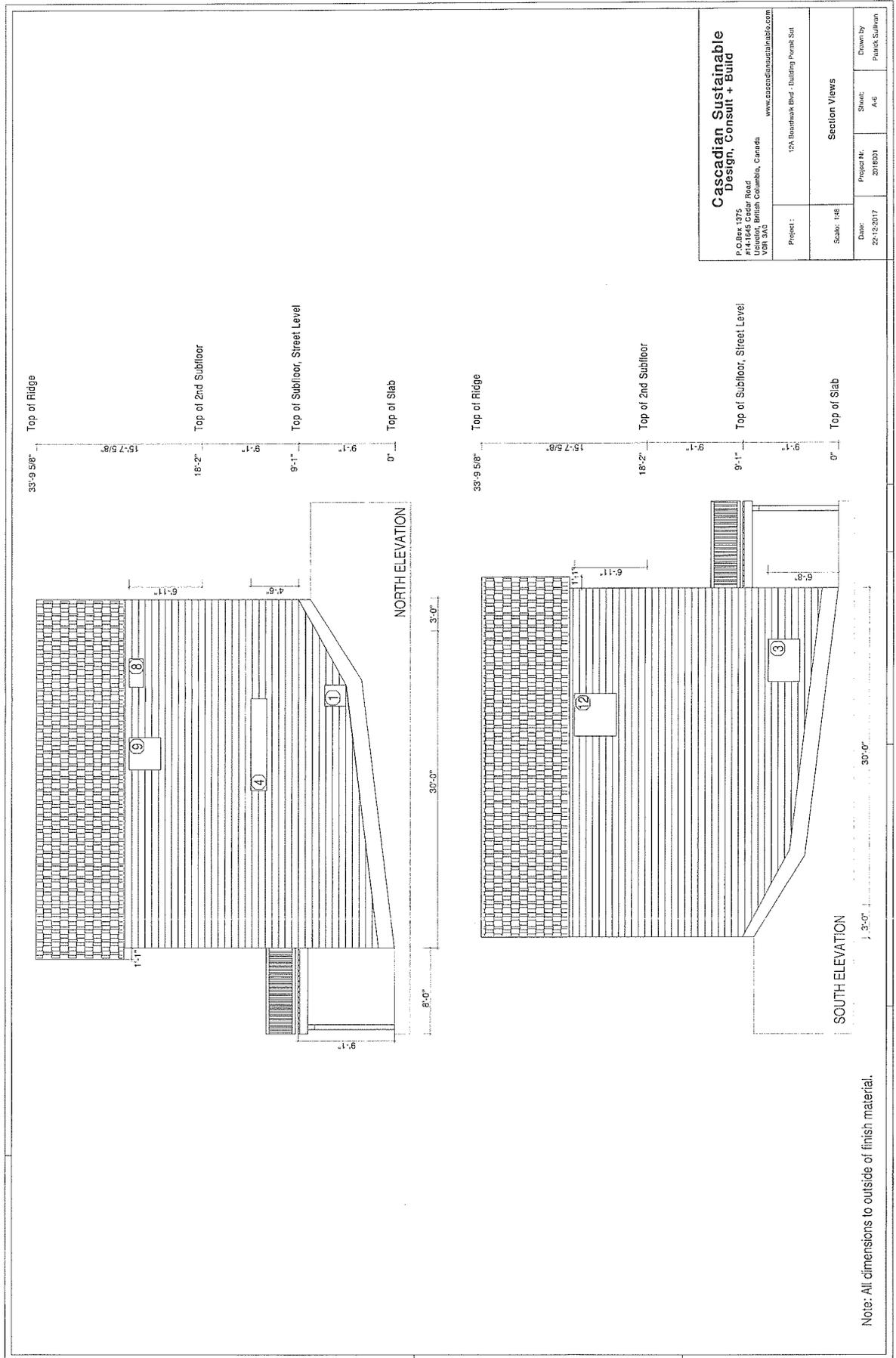




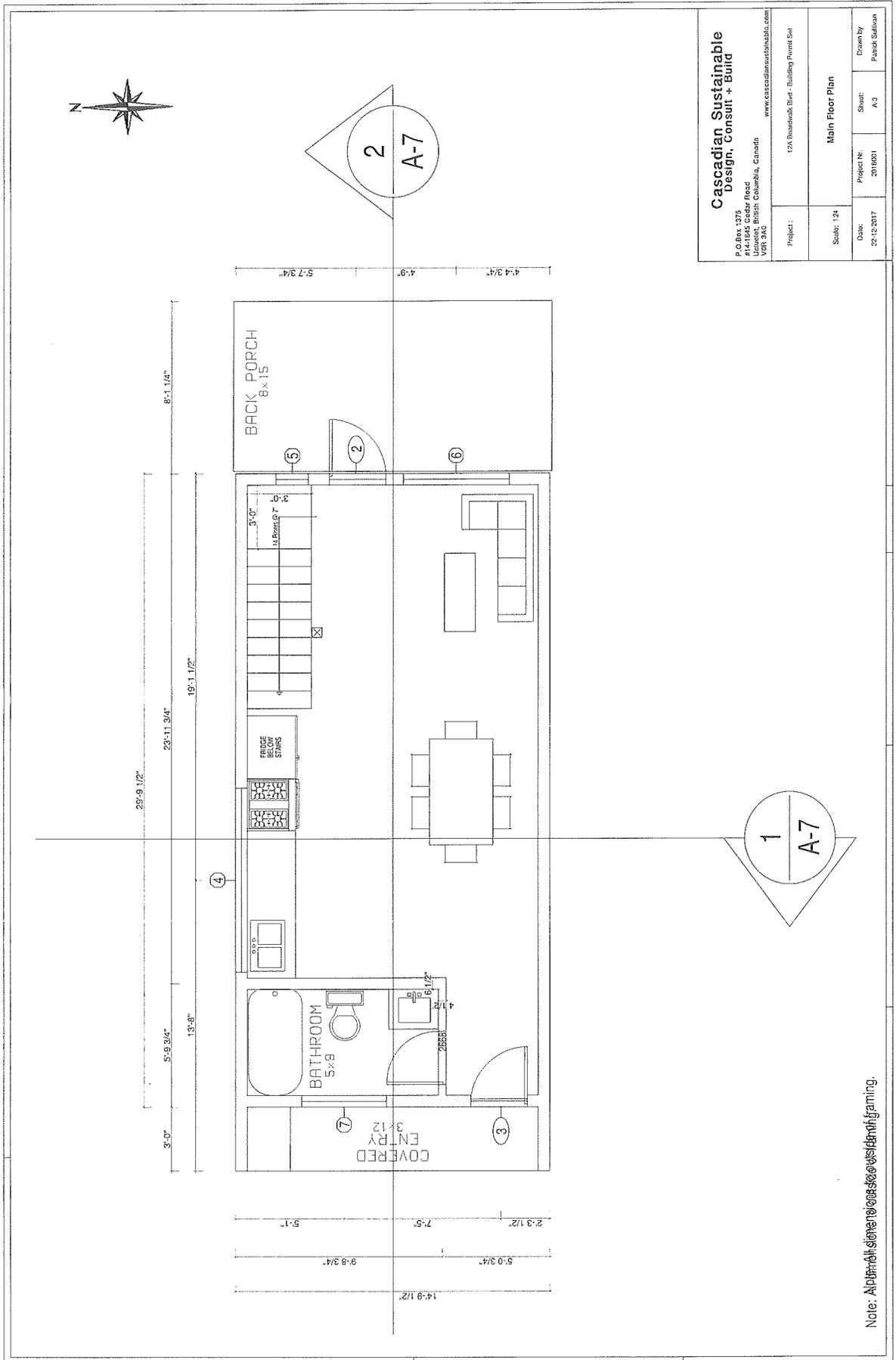


**Cascadian Sustainable Design, Consult + Build**  
 P.O. Box 1375  
 #14-845 Cedar Road  
 Uxalee, British Columbia, Canada  
 V0R 2A0  
 www.cascadiansustainable.com

Project: 124 Boardwalk Blvd - Building Permit Sta  
 Scale: 1/8"  
 Date: 22-12-2017  
 Project No: 2018001  
 Sheet: A-3  
 E-W Elevations  
 Drawn by: Patrick Sullivan







Note: All dimensions are to the center of framing.







## DEVELOPMENT PERMIT DP18-02

Pursuant to Part 14, Division 7 of the Local Government Act, R.S.B.C 2015 C.1 as amended:

1. This Development Permit is issued to:

Sabrina Girard, 14-1645 Cedar Road, Ucluelet, BC, V0R 3A0

2. This Development Permit applies to and only to those lands within the District of Ucluelet described below and all buildings, structures, and other development thereon:

253 Boardwalk Boulevard, Strata Lot A, Plan vis6122, Section: 21 Clayoquot District, together with an interest in the common property in proportion to the unit entitlement of the 3strata lot as shown on form V., PID 026-836-114 (the "**Lands**").

3. This Development Permit is issued subject to compliance with all of the bylaws of the District of Ucluelet, except as specifically varied or supplemented by this Permit.

4. This Permit authorizes the construction of the following improvements on the Lands:

- a. 1 Resort Condo
- b. 1 Accessory Residential dwelling unit.
- c. Servicing of the above units.
- d. No trees are to be cut under this permit.
- e. Landscaping in native species.
- f. The access to be from existing curb cut.
- g. All disturbed areas to be landscaped fully with native species ground cover.
- h. All existing trees and grounds to be maintained where possible.

These improvements apply only in the locations indicated, and otherwise in accordance with, the drawings attached to this Permit as **Schedule A**.

5. The work authorized by this Permit may only be carried out:

- a. in compliance with the requirements of the District of Ucluelet Zoning Bylaw No. 1160, 2013 and the Building Bylaw No. 1165, 2014.
- b. in compliance with all federal, provincial, and municipal statutes, regulations, and bylaws.

6. It is recommended that the services of an consulting archaeologist be retained on any lands within 50m of a known archaeological site.



- 7. Notice shall be filed in the Land Title Office under Section 503 of the Local Government Act, and upon such filing, the terms of this Permit or any amendment hereto shall be binding upon all persons who acquire an interest in the land affected by this Permit.
- 8. This Permit is NOT a Building Permit.
- 9. **Schedules "A"** attached hereto shall form part of this Permit. The Municipality's Chief Administrative Officer is hereby authorized to approve minor amendments to the plans provided that such amendments are consistent with the overall character and intent of the original plans.

AUTHORIZING RESOLUTION passed by the Municipal Council on the      day of      , 2018.

IN WITNESS WHEREOF this Development Permit is hereby executed and issued by the Municipality the      day of      , 2018.

THE DISTRICT OF UCLUELET  
by its authorized signatories:

\_\_\_\_\_  
Dianne St. Jacques – Mayor

\_\_\_\_\_  
Mark Boysen – Corporate Officer

OWNER, by its authorized signatory:

\_\_\_\_\_

ISSUED the      day of      , 2018.

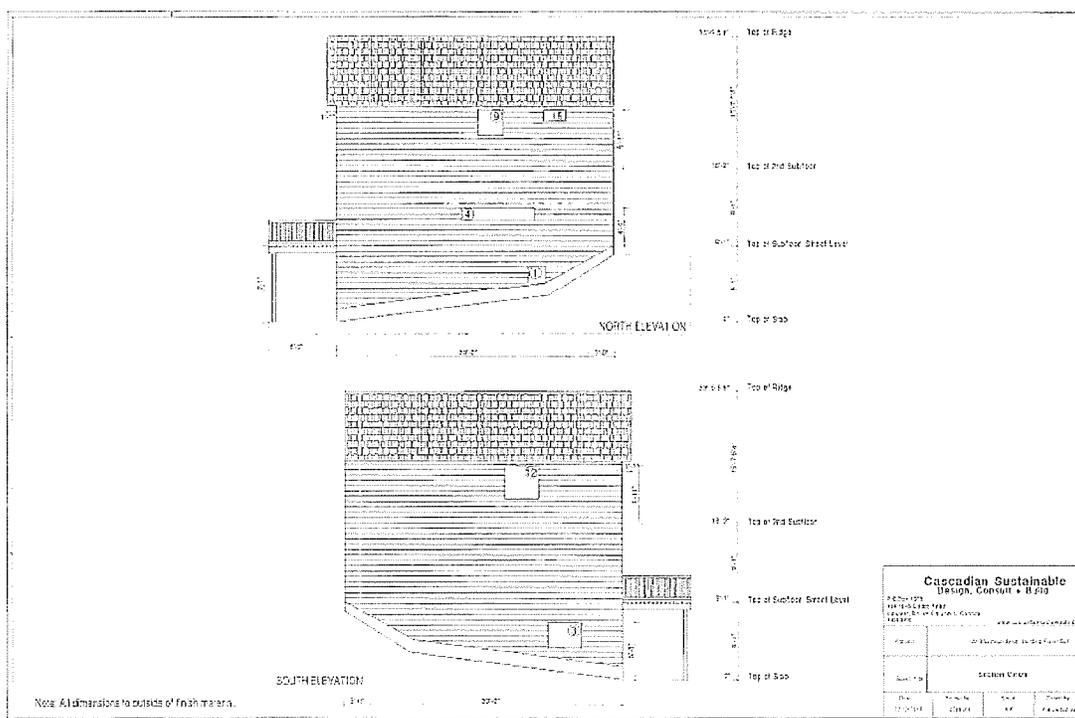
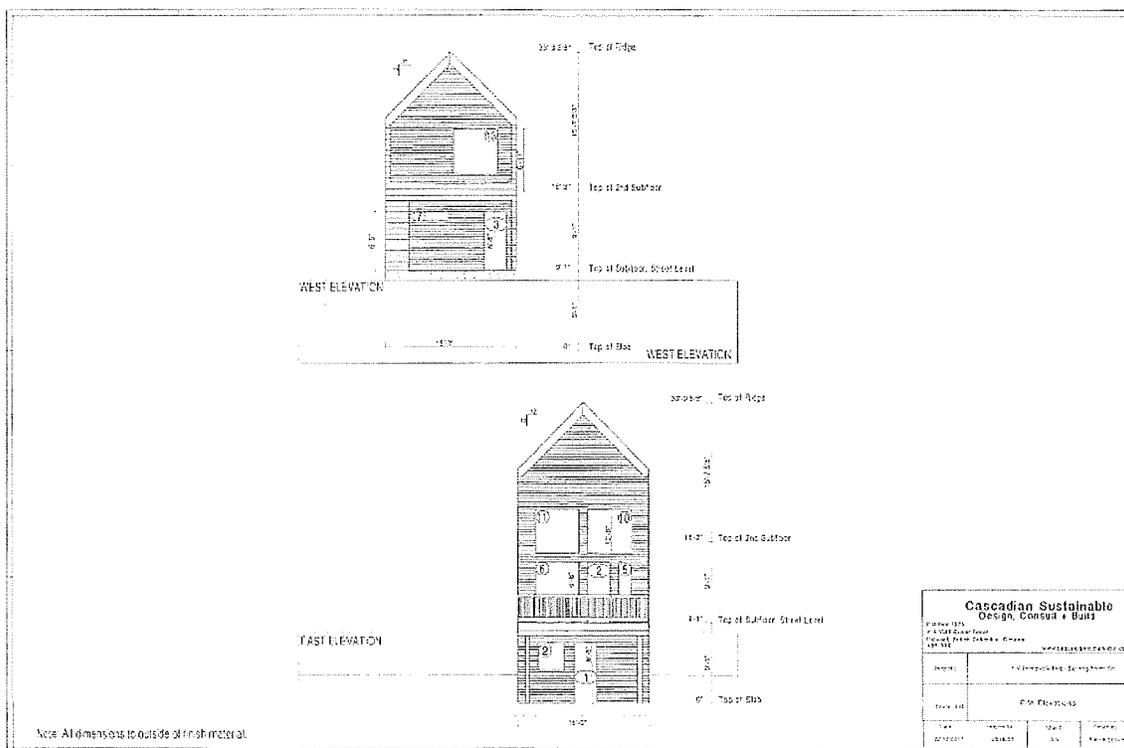
\_\_\_\_\_

John Towgood, Planner 1 Ucluelet





DISTRICT OF  
**UCLUELET**





## STAFF REPORT TO COUNCIL

Council Meeting: February 13<sup>th</sup>, 2018  
500 Matterson Drive, Ucluelet, BC V0R 3A0

**FROM:** JOHN TOWGOOD, PLANNER 1

**FOLIO NO:** 115.035 **REF NO:** RZ17-06 **FILE NO:** 3360-20

**SUBJECT:** SUPPLEMENTAL INFORMATION TO THE APPLICATION PACKAGE TO AMEND ZONING BYLAW NO.1160, 2013 FOR THE DEVELOPMENT OF LOT 1, PLAN VIP85870 AS BLACK ROCK STAFF HOUSING.

**ATTACHMENTS:** APPENDIX A – LANDSCAPE DRAWINGS

**REPORT NO:** 18 - 15

### RECOMMENDATION:

1. **THAT** Council receive a set of landscape drawings for inclusion in the application package for development of Lot 1, Plan VIP85870 as Black Rock Staff Housing, for information.

### PURPOSE:

To provide Council with supplemental landscaping information on a zoning amendment application and Development Permit for the development of Staff Housing by the Black Rock Resort on the property at Lot 1, Plan VIP85870 (the “**Subject Lot**”), ahead of the public hearing on Zoning Amendment Bylaw No. 1224, 2018, scheduled for February 27<sup>th</sup>, 2018.

### BACKGROUND:

An application to develop the subject lot (**Figure 1**) as Staff Housing to support the Black Rock Ocean Front Resort was given first and second reading on January 23<sup>rd</sup>, 2018.



Figure 1 – Site Plan

The advancement of this rezoning to a public hearing was subject to the applicant providing a complete landscape plan for the proposed development. The applicant has supplied the landscape plan allowing Staff to set the public hearing for February 27th, 2018.

**DISCUSSION:**

The Landscape Plan information is required to inform on how this development can meet the Official Community Plan (the “OCP”) objectives for form and character. The applicant is proposing to augment the existing frontage with new fir, cedar and pine trees as well as adding native species plants and seeding (Figure 2). The landscaping shown is appropriate for the scope of the currently proposed staff housing development.



Figure 2 – Landscape Plan

Another element of the frontage design is pedestrian access. The applicant is encouraged to look at pedestrian movement and to the possible establishment of road improvements to allow for parallel parking on Marine Drive. Recognizing that the development of staff housing is not itself an income-earning venture, Staff support this application moving forward without a pedestrian pathway along the frontage at this time. That being said, pedestrian movement and the routing of the Wild Pacific Trail are still important elements that both the District of Ucluelet and the applicant need to

consider further. To help that discussion Planning Staff have created a sketch below (**Figure 3**) indicating existing trails and sidewalks (solid) and recommended improvements (dashed).



Figure 3 – Landscape Plan

The main objective of these improvements would be for pedestrian safety and comfort. A second consideration would be to improve the Wild Pacific Trail experience in this area. A significant part of the identity of Ucluelet is tied to the WPT; the current routing of the trail away from the coast and through a parking lot is not ideal. Staff encourage the applicant to work with Staff and the Wild Pacific Trail Society to explore improvements to the trail route in and around the property. Application for rezoning and a Development Permit for the development of the neighbouring Lot 12 is anticipated later this year. A detailed plan for these broader connections and improvements to the trail system is an element staff will look for with that future proposal.

**RECOMMENDATION:**

**THAT** Council receive the set of landscape drawings for inclusion in the application package for development of Lot 1, Plan VIP85870 as Black Rock Staff Housing, for information.

**Respectfully submitted:** John Towgood, Planner 1  
Bruce Greig, Manager of Planning  
Mark Boysen, Chief Administrative Officer



PLANT LIST						
ID	QTY	LATIN NAME	COMMON NAME	SPACING	SCHEDULED SIZE	NOTES
<b>TREES</b>						
Pc	4	Pinus contorta	Lodgepole pine	as shown	3m ht/B&B	
Pse	3	Pseudotsuga menziesii	Douglas Fir	as shown	3.5m ht/ B&B	full/ bushy canopies
Tp	2	Thuja plicata	Western Red Cedar	as shown	3.5m ht/B&B	
Tsh	3	Tsuga heterophylla	Western Hemlock	as shown	4.5m ht/ WB	
	0			as shown		
<b>SHRUBS</b>						
Gs	171	Gaultheria shallon	salal	as shown	#2 cont.	full/ bushy plants
Pm	171	Polystichum munitum	Sword Fern	as shown	#3 cont.	full bushy plants
Ps	171	Polystichum setiferum	Alaska fern	as shown	#2 cont.	full/ bushy plants
Ron	171	Rosa nutkana	Nootka rose	as shown	#2 cont.	full/ bushy plants
Rus	171	Rubus spectabilis	salmonberry	as shown	#3 cont.	full/ bushy plants
	0			as shown		
NOTES:						
1 ALL LANDSCAPE TO CONFORM TO THE CURRENT EDITION OF THE BC LANDSCAPE STANDARDS FOR LEVEL 2 'GROOMED' LANDSCAPE TREATMENT IN THE EVENT OF A DISCREPANCY BETWEEN THE PLANT LIST AND THE PLANTING PLAN, THE PLANTING PLAN TAKES PRECEDENCE.						
2 SEARCH AREA TO INCLUDE BRITISH COLUMBIA, WASHINGTON, AND OREGON						

**ALL PLANTS TO BE NURSERY GROWN**  
**ALL PLANT MATERIALS AND LABOUR TO CONFORM**  
**TO THE CURRENT EDITION OF THE BC SLA/BC LNA STANDARDS.**

**ALL PLANT MATERIAL TO BE INSPECTED PRIOR TO DELIVERY ON SITE. CONTRACTOR TO ARRANGE FOR INSPECTION AND MATERIAL TO ASSEMBLED IN ONE LOCATION FOR REVIEW.**

IMPORTED GROWING MEDIA SHALL BE A SANDY LOAM OR LOAMY SAND TEXTURE (NO LESS THAN 50% SAND BY WEIGHT) CONTAINING 4 AND 15% ORGANIC MATTER (DRY WEIGHT BASIS).

GROWING MEDIA SHALL VIRTUALLY FREE FROM SUBSOIL, WOOD INCLUDING WOODY PLANT PARTS, INVASIVE AND NOXIOUS PLANT AND THEIR REPRODUCTIBLE PARTS, PLANT PATHOGENIC ORGANISMS, ORGANIC OR INORGANIC MATERIALS, TOXINS, STONES OVER 30mm (1.2"), ANY DEBRIS AND FOREIGN OBJECTS.

IMPORTED GROWING MEDIA SHALL CONFORM TO AND BE TREATED AS PER SECTION 6.2.3 TO 6.2.7 INCLUSIVE OF THE CURRENT EDITION BC LNA STANDARDS.

GROWING MEDIUM SHALL CONFORM TO LEVEL 1 "WELL-GROOMED" AREAS: LOW TRAFFIC LAWN AREAS, TREES AND LARGE SHRUBS (1L IN TABLE T-6.3.5.1 OF THE CURRENT EDITION OF THE BC SLA/BC LNA STANDARDS). IT SHALL POSSESS THE FOLLOWING QUALITIES:

**TEXTURE-**  
 \*COARSE GRAVEL (LARGER THAN 19mm AND SMALLER THAN 40mm): 0-1%  
 \*ALL GRAVEL (LARGER THAN 2mm AND SMALLER THAN 40mm): 0-5%  
 \*SAND (LARGER THAN 0.05mm AND SMALLER THAN 2mm): 50-70%  
 \*SILT (LARGER THAN 0.002mm AND SMALLER THAN 0.05mm): 10-25%  
 \*CLAY (SMALLER THAN 0.002mm): 0-20%  
 \*CLAY AND SILT COMBINED: MAXIMUM 25%

**ORGANIC CONTENT:** 3-10%

**Acidity (pH):** 6.0-7.0

**DRAINAGE:** PERCOLATION SHALL BE SUCH THAT NO STANDING WATER IS VISIBLE 60 MINUTES AFTER AT LEAST 10 MINUTES OF MODERATE TO HEAVY RAIN OR IRRIGATION.

MINIMUM SOIL DEPTH TO BE AS PER TABLE T 6.3.5.5 OF THE CURRENT EDITION BC LNA STANDARDS:

	Over prepared subgrade where the subsoil drains rapidly	Over structures or where the subsoil drains poorly
TREES (10m2 PER TREE)	24"	30"
LARGE SHRUBS	24"	24"
GROUNDCOVERS	12"	9"
LAWN-IRRIGATED	6"	6"
LAWN-NOT IRRIGATED	6"	9"

SOIL DEPTHS WILL BE CHECKED AT TIME OF SUBSTANTIAL COMPLETION REVIEW

SOIL FOR URBAN AGRICULTURE PLOTS IS TO BE URBAN GRO PROVIDED BY VERATEC, OR APPROVED ALTERNATIVE. SOIL FOR URBAN AGRICULTURE AREAS IS TO MEET OR EXCEED THE GUIDELINES FOR COMPOST QUALITY UNDER CANADIAN COUNCIL OF MINISTERS OF THE ENVIRONMENT (CCME).

COMPOST IS TO BE TESTED AND RESULTS SUBMITTED TO CONSULTANT PRIOR TO DELIVERY TO SITE.

BEDS TO HAVE 2" MULCH LAYER (after settling) CONSISTING OF ORGANIC COMPOSTED BARK APPLIED.

PLANTED AREAS TO HAVE PERMANENT HIGH EFFICIENCY IRRIGATION SYSTEM - SHOP DRAWINGS ARE TO BE PREPARED BY AN IABC CERTIFIED DESIGNER AND APPROVED BY LANDSCAPE ARCHITECT.

CONTRACTOR TO PROVIDE MAINTENANCE FOR 1 YEAR FOLLOWING SUBSTANTIAL COMPLETION.

CONTRACTOR TO PROVIDE WRITTEN 1 YEAR WARRANTY ON PLANT MATERIAL

CONTRACTOR TO PROVIDE COPY OF SOIL TEST TO LANDSCAPE CONSULTANT 3 WEEKS PRIOR TO DELIVERY ON-SITE. TEST TO BE PERFORMED BY AN INDEPENDENT LAB AND IS TO INCLUDE RECOMMENDATIONS FOR BOTH LAWN AND PLANTING BEDS.

CONSULTANT TO APPROVE SOIL BEFORE INSTALLATION. THIS DOES NOT PRECLUDE THE CONSULTANT FROM PERFORMING AN INDEPENDENT SOIL ANALYSIS AT TIME OF SUBSTANTIAL COMPLETION. CONTRACTOR WILL BE RESPONSIBLE FOR REMOVAL AND REPLACEMENT OF SOIL THAT DOES NOT MEET SPECIFICATIONS AT NO EXTRA COST TO CLIENT.

CONTRACTOR TO PROVIDE WRITTEN 1 YEAR WARRANTY ON SOIL SPECIFICATIONS.

AN INDEPENDENT SOIL TEST TO BE PROVIDED 1 WEEK PRIOR TO END OF 1 YEAR WARRANTY PERIOD CONTRACTOR TO PROVIDE SOIL AMMENDMENTS TO BRING SOIL UP TO QUALITY RECOMMENDED IN SOILS REPORT.

**SITE INSPECTION**  
 EXAMINE EXISTING SUBGRADE CONDITIONS AND SIGNIFY ACCEPTANCE IN WRITING TO THE CONSULTANT.

ASCERTAIN THE SIZE AND LOCATION OF ALL EXISTING SERVICES AND SUBGRADES PRIOR TO THE WORK.

IMMEDIATELY REPAIR DAMAGE RESULTING FROM FAILURE TO EXERCISE SUCH PRECAUTIONS AT NO COST TO THE OWNER.

ALL PRUNING TO BE IN ACCORDANCE WITH THE BCLNA/BCSLA STANDARDS CURRENT EDITION.

**PLANT COUNTS**  
 IN THE CASE OF ANY DISCREPANCY BETWEEN PLANT COUNTS ON PLANT LIST AND PLANT SYMBOLS ON DRAWING, THE DRAWINGS TAKES PRECEDENT. THE CONTRACTOR IS TO VERIFY ALL PLANT COUNTS AND NOTIFY CONSULTANT OF ANY DISCREPANCY.

# Black Rock Staff Housing

for Black Rock Ocean Front Resort

Civic Address: 596 MARINE DRIVE, UCLUELET, BC V0R3A0

Legal Address: LOT 1, DISTRICT LOT 281, CLAYOQUOT DISTRICT PLAN VIP85870



1690 West 2nd Avenue

Vancouver . BC . Canada . V6J 1H4

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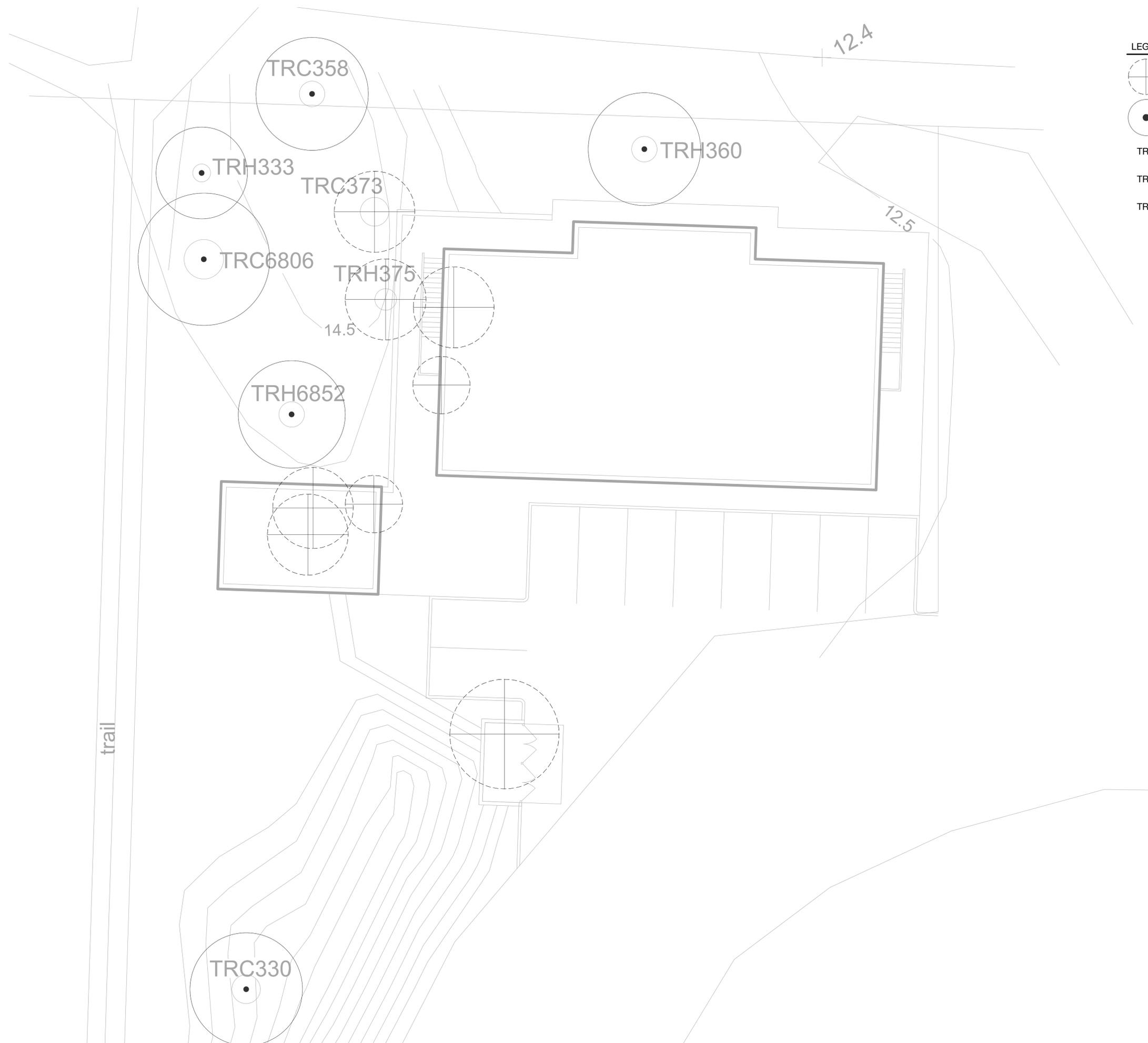
## CONSULTANT TEAM

ARCHITECT: Igel Architecture  
 LANDSCAPE: eta Landscape Architecture

**ISSUED FOR DEVELOPMENT PERMIT**      **January 25, 2017**

## DRAWING LIST

L1.0      Tree Management Plan  
 L2.0      Landscape Site Plan  
 L3.0      Landscape Details



- LEGEND**
-  Tree to be Removed
  -  Tree to be Retained
  - TRC Existing Cedar Tree
  - TRH Existing Hemlock Tree
  - TRS Existing Spruce Tree

Revision		
No.	Date	Revision Notes

Issue		
No.	Date	Issue Notes
A	2018.01.25	Issued for DP

Professional Seal



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Project  
**Black Rock Staff Housing**  
 596 Marine Drive  
 Ucluelet, BC V0R 3A0

Drawing Title  
**TREE MANAGEMENT PLAN**

Legal

Project Manager MG	Project ID 21802
Drawn By MG	Scale 1:100
Reviewed By DT	Drawing No. L1.0
Date 2018.01.25	of 3

Plot Date:  
 18-1-26  
 21802 Blackrock.vwx



MARINE DRIVE

12.4

12.5

trail

Hydro seeded area south of Marine Drive

Mixture of native evergreen trees planted to provide buffer from adjacent roadway

Mixture of native plantings, to tie into existing plant material not disturbed during construction

Existing tree to be retained, typ

CIP concrete walkway, sawcut, broom finished

171-Gs  
171-Pm  
171-Ps  
171-Ron  
171-Rus

Concrete retaining wall, refer to architecture

Storage area, refer to architecture

Garbage enclosure on concrete pad, refer to architecture

Stamped and painted asphalt, to match existing parking areas

PLANT LIST	ID	QTY	LATIN NAME	COMMON NAME	SPACING	SCHEDULED SIZE	NOTES
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 2 SEARCH AREA TO INCLUDE BRITISH COLUMBIA, WASHINGTON, AND OREGON

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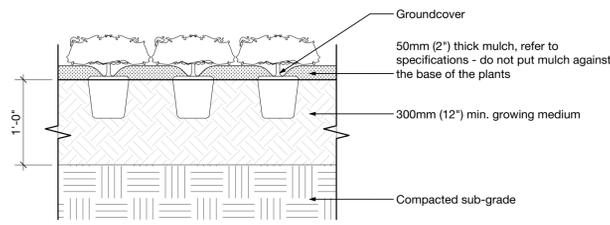
Project  
**Black Rock Staff Housing**  
 596 Marine Drive  
 Ucluelet, BC V0R 3A0

Drawing Title  
**LANDSCAPE SITE PLAN**

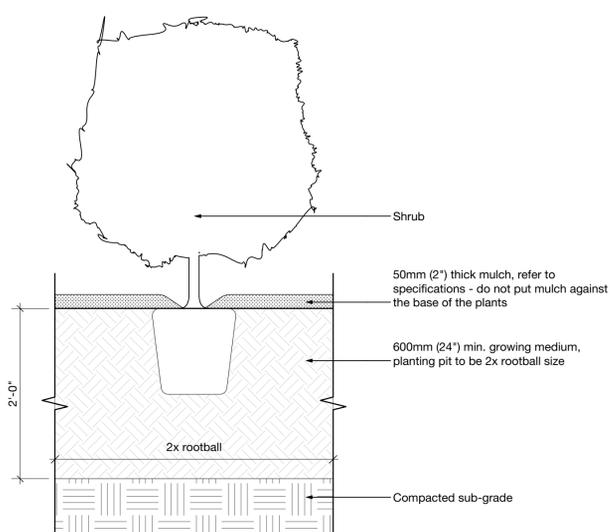
Legal

Project Manager MG	Project ID 21802
Drawn By MG	Scale 1:100
Reviewed By DT	Drawing No. L2.0
Date 2018.01.25	of 3

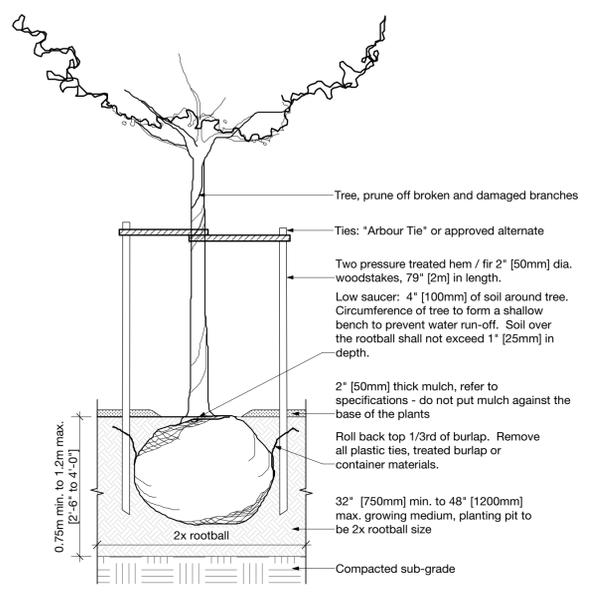
Plot Date:  
18-1-26  
21802 Blackrock.vwx



1 Detail: Groundcover at Grade  
Scale: 1" = 1'-0"

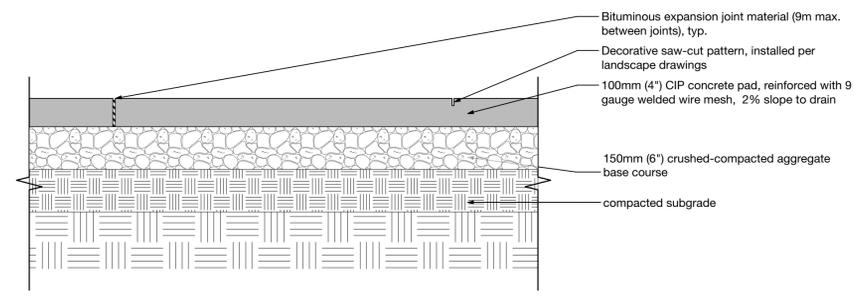


2 Detail: Shrub at Grade  
Scale: 1" = 1'-0"



3 Detail: Tree at Grade  
Scale: 1/2" = 1'-0"

**Note:**  
 - Concrete joints as per MMCD Standards;  
 - Expansion joints c/w expansion joint material to be provided 9m MAX. o.c. and where structures such as wall, stairs and curbs meet concrete paving.  
 - Control joints to be 1/4 thickness of slab provided at 3m MAX o.c.  
 - Decorative saw-cut pattern to be installed per layout plan.  
 - Saw-cuts to be completed within 24hrs of pouring the slab.



4 Detail: Pedestrian Concrete  
Scale: 1" = 1'-0"

Revision No.	Date	Revision Notes
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Issue No.	Date	Issue Notes
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Project  
**Black Rock Staff Housing**  
 596 Marine Drive  
 Ucluelet, BC V0R 3A0

Drawing Title  
**LANDSCAPE DETAILS**

Legal

Project Manager MG	Project ID 21802
Drawn By MG	Scale as shown
Reviewed By DT	Drawing No. L2.0
Date 2018.01.25	of 3

Plot Date:  
18-1-26  
21802 Blackrock.vwx



## COUNCIL REPORT

Council Meeting: February 13, 2018  
500 Matterson Drive, Ucluelet, BC V0R 3A0

**FROM:** ABIGAIL K. FORTUNE, DIR OF PARKS & RECREATION

**FILE NO:** 6140-20 ST. JACQUES PLAYGROUND

**SUBJECT:** ST. JACQUES COMMUNITY ACCESSIBLE PARK

**REPORT NO:** 18-16

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

1. **THAT** Council authorize the Director of Parks & Recreation to utilize a Sole Source contracts or procure completion of the project by other means to finish the St. Jacques Community Accessible Park by June 30, 2018 to meet the deadline for the Enabling Accessibility Funding.

### **PURPOSE/DESIRED OUTCOME:**

The purpose of this report is to request Council's support to utilize Sole Source contracts as it relates to the Purchasing and Disposal Policy No. 3-11200-4 in order to contract for the completion of the St. Jacques Community Accessible Park.

### **Background:**

The District of Ucluelet successfully received an Enabling Accessibility Fund – Community Accessibility Stream from the Government of Canada on December 19, 2016 for the purpose of creating the St. Jacques Community Accessible Park.

Staff then conducted several very successful community engagement meetings over the spring to determine the final layout of St. Jacques park meeting the needs of the community members directly affected by the proposed park and the grant requirements.

After that process was completed, staff formally tendered the proposed work for St. Jacques Park two times and has not received any bids from contractors. Once in late August and one more recently at the beginning of January.

### **FINANCIAL IMPACTS:**

This project is supported through funding the Federal Government Enabling Accessibility Fund, Community Accessibility stream, (\$45,500) and the Trust Funds (\$20,000), specifically targeted for the development of St. Jacques Park; for a total project cost of \$65,500.

There are no direct tax implications for the project.

**OPTIONS:**

1. To Sole Source contractors to complete the project.
2. To proceed with the third round of a bid process.
3. To cancel the project.

**Respectfully submitted:** Abby Fortune, Director of Parks & Recreation  
Mark Boysen, Chief Administrative Officer