



REGULAR MEETING OF COUNCIL
Tuesday, February 9, 2021 @ 3:30 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	
<p>Council would like to acknowledge the Yuułu?if?ath First Nation, on whose traditional territories the District of Ucluelet operates.</p>	
3. NOTICE OF VIDEO RECORDING	
<p>Audience members and delegates are advised that this proceeding is being broadcast on YouTube and Zoom, which may store data on foreign servers.</p>	
4. LATE ITEMS	
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Joseph Rotenberg, Manager of Corporate Services

[R-Resolution Tracking](#)

14. LEGISLATION

15. OTHER BUSINESS

16. QUESTION PERIOD

16.1 Questions via Zoom.

16.2 Quest via communityinput@ucluelet.ca.

17. CLOSED SESSION

17.1 Procedural Motion to Move In-Camera

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

18. ADJOURNMENT

DISTRICT OF UCLUELET
MINUTES OF THE REGULAR COUNCIL MEETING
HELD IN THE GEORGE FRASER ROOM, 500 MATTERSON DRIVE
Tuesday, January 12, 2021 at 3:30 PM

Present: **Chair:** Mayor Noël
 Council: Councillors Cole, Hoar, Kemps, and McEwen
 Staff: Mark Boysen, Chief Administrative Officer
 Donna Monteith, Chief Financial Officer
 Bruce Greig, Manager of Community Planning
 Joseph Rotenberg, Manager of Corporate Services
 Nicole Morin, Corporate / Planning Clerk

Regrets:

1. CALL TO ORDER

The meeting was called to order at 3:31 PM.

2. ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORY

Council acknowledged the Ucluelet First Nation, on whose traditional territories the District of Ucluelet operates.

3. NOTICE OF VIDEO RECORDING

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4. LATE ITEMS

4.1 Add the report titled "Gathering and Events Order - Activity Room 1 and 2" to item 13.1. at page 111 of the agenda.

5. APPROVAL OF AGENDA

5.1 January 12, 2021 Regular Council Meeting Agenda.

2021.2021.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Cole**
THAT Council approve the January 12, 2021 Regular Council Meeting
Agenda as amended.

CARRIED.

6. ADOPTION OF MINUTES

6.1 October 20, 2020 Special Minutes

2021.2022.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Cole**
THAT Council adopt the October 20, 2020 Special Meeting Minutes as presented.

CARRIED.

6.2 December 3, 2020 Special Minutes

2021.2023.REGULAR **It was moved by Councillor Cole and seconded by Councillor McEwen**
THAT Council adopt the December 3, 2020 Special Meeting Minutes as presented.

CARRIED.

6.3 December 15, 2020 Regular Minutes

2021.2024.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Cole**
THAT Council adopt the December 15, 2020 Regular Meeting Minutes as presented.

CARRIED.

7. UNFINISHED BUSINESS

7.1 Ucluelet Climate Change Adaptation Plan Adoption *Mark Boysen, Chief Administrative Officer*

Mr. Boysen provided a high-level summary of the adaptation plan, noted the recommended actions, and outlined the next steps.

2021.2025.REGULAR **It was moved by Councillor Hoar and seconded by Councillor Cole**
 1. *THAT Council adopt the Ucluelet Climate Change Adaptation Plan; and,*
 2. *THAT Council direct Staff to integrate the adopted Climate Change Adaptation Plan actions into the District's Five-Year Financial Plan process.*

CARRIED.

8. MAYOR'S ANNOUNCEMENTS

8.1 Barkley Community Forest dividend presentation.

Terry Smith, Chair of the Barkley Community Forest Board of Directors, presented a \$208,000 dividend to the District of Ucluelet and discussed future harvesting plans.

The Mayor noted the important work of the Barkley Community Forest Board of Directors.

9. PUBLIC INPUT & DELEGATIONS

9.1 Public Input

Public input via Zoom.

There was no public input via Zoom.

Public input via email.

There was no public input via email.

10. CORRESPONDENCE**10.1 Overdose Crisis and Call for Overdose Action Plan**

Ken Christian, Mayor, Kamloops

2021.2026.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Cole**
THAT Council support the resolution adopted by the Kamloops City Council regarding the overdose crisis in British Columbia.

CARRIED.

10.2 Guiding Lights Across BC - Feb 22 2021 - District of Ucluelet
Diamond Isinger, Provincial Commissioner (BC), Girl Guides of Canada-Guides du Canada

The Mayor recommended that the District of Ucluelet sign located at the junction be lit up in blue to participate in the Guiding Lights Across BC event.

2021.2027.REGULAR **It was moved by Mayor Noël and seconded by Councillor Cole**
THAT Council direct Staff to install blue lights on the District of Ucluelet sign located at the junction for the week of February 22, 2021 to participate in Guiding Lights Across BC.

CARRIED.

10.3 Proposed Provincial Heritage Site Designation for Terrace Beach and Hetinkis Park Cultural Sites

Jessica Ruskin, Director, Archeological Branch, Ministry of Forests, Lands, Natural Resource Operations and Rural Development

Council discussed the designation and its impact on proposed developments in the area.

2021.2028.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Hoar**
THAT Council supports the proposed Provincial Heritage Site Designation for the Terrace Beach and Hetinkis Park Cultural Sites.

CARRIED.

11. INFORMATION ITEMS

11.1 Introduction Letter - MLA Osborne
Josie Osborne, MLA, Mid Island-Pacific Rim

11.2 Letter from Thornton Creek Hatchery
Dave Hurwitz, Hatchery Manager

12. COUNCIL COMMITTEE REPORTS

12.1 Councillor Marilyn McEwen
Deputy Mayor January - March 2021

- Will attend the Wild Pacific Trail meeting on January 13, 2021, and the Pacific Rim Whale Festival meeting on January 14, 2021.

12.2 Councillor Lara Kemp
Deputy Mayor April - June 2021

- Nothing to report.

12.3 Councillor Jennifer Hoar
Deputy Mayor July - September 2021

- Nothing to report.

12.4 Councillor Rachelle Cole
Deputy Mayor October - December 2021

- Will attend the ACRD Regular Board meeting on January 13, 2021.

12.5 Mayor Mayco Noël

- Nothing to report.

13. REPORTS

13.1 Gathering and Events Order - Activity Room 1 and 2
Joseph Rotenberg, Manager of Corporate Services

2021.2029.REGULAR **It was moved by Councillor Hoar and seconded by Councillor McEwen**

*1. **THAT** pursuant to Section 7(4) of Ministerial Order M192 Council close Activity Room 1 and 2 to in-person public attendance during council meetings, committee meetings, Harbour Authority meetings, and public hearings due to the Provincial Health Order regarding Gatherings and Events and until that order allows for in-person public attendance at facilities such as Activity Room 1 and 2 during Council meetings; and,*

*2. **THAT** Council continue to ensure openness, transparency, accessibility, and accountability in respect of all open council meetings and public hearings*

by:

- a. *livestreaming open council meetings and public hearings on YouTube and Zoom Webinar;*
- b. *receiving public input and questions submitted during open council meetings and public hearings via email and having Staff read the same during the Public Input or Question Period sections of the agenda;*
- c. *receiving public input and questions in real time at open council meetings and public hearings via Zoom Webinar; and,*
- d. *receiving written correspondence at council meetings and public hearings submitted in accordance with District of Ucluelet Council Procedures Bylaw No. 1264, 2020.*

CARRIED.

13.2 Cheque Listing - December 2020
Sharon Evans, Administration Clerk

13.3 Resolution Tracking - December 2020
Sharon Evans, Administration Clerk

14. LEGISLATION

14.1 Ucluelet Draft OCP
Bruce Greig, Manager of Community Planning

Mr. Greig presented draft 6.1 of Official Community Plan 2020. He provided an overview of what led to changes shown in the draft, including input received from the public and several agencies. Additions are in red, and deletions are shown.

Mr. Greig noted this is an opportunity for Council to discuss this draft of the OCP and provide Staff with direction. The OCP will be brought back for second reading as amended at a later meeting.

Mr. Greig highlighted the following policies addressed in this draft of the OCP:

- Housing Actions;
- Relationship with Indigenous Communities;
- Climate Change Adaptation and Mitigation Plans;
- Flood mapping related to storm and tsunami events which informs the land use plan and maps 4, 5, and 6; and,
- Regional Context.

Council noted the OCP does not list current parks and how they will grow with the community; outdoor amenities such as the BMX park and skatepark; or the Ucluelet Health Centre.

Mr. Greig noted that the OCP references the Parks Master Plan which addresses parks and playgrounds. He also pointed out that the OCP mapping identifies current and future potential park locations.

Council discussed the Regional Context section of the OCP. They noted the Land Use Demand Study is underway and that the ACRD strategic planning may inform the Regional Context section. Council also acknowledged that the OCP is a living document that can be amended as the community evolves.

Council noted that map number 3, "Archeological Potential," is under construction.

Mr. Greig walked Council through the following OCP schedules and maps and explained how they relate, the thinking behind them, and their role in long-term planning:

- Schedule A - Long-Rand Land Use Plan;
- Schedule C - Parks & Trails Network;
- Map 4 - Coastal Storm - Flood Construction Levels;
- Map 5 - Tsunami Flood Vulnerability; and,
- Map 6 - Tsunami Flood Planning.

Council discussed how mountain biking could be integrated into the District's trail network. Mr. Greig outlined some potential bike-able pathways in the community.

2021.2030.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Hoar**
THAT Council, with regard to the 2020 Official Community Plan (OCP) bylaw update:

1. receive this report for information;
2. discuss the draft plan and its policy contents; and,
3. provide feedback to staff on any desired changes to the draft before the bylaw is brought back for consideration of second reading as amended at a future meeting of Council.

CARRIED.

14.2 District of Ucluelet Harbour Regulation Amendment Bylaw No. 1280, 2020 - Adoption
Joseph Rotenberg, Manager of Corporate Services

2021.2031.REGULAR **It was moved by Councillor Kemps and seconded by Councillor Hoar**
1. ***THAT*** Council adopt District of Ucluelet Harbour Regulation Amendment Bylaw No. 1280, 2020.

CARRIED.

15. OTHER BUSINESS

15.1 Council noted the District would be appointing a Director to the Clayoquot Biosphere Trust Board in the coming months.

16. QUESTION PERIOD

16.1 Questions via Zoom.

There were no questions via Zoom.

16.2 Questions via email.

There were no questions via email.

17. CLOSED SESSION

17.1 Procedural motion to move in-camera.

2021.2032.REGULAR **It was moved by Mayor Noël and seconded by Councillor Hoar**

THAT the balance of the meeting be closed to the public pursuant to sections 90(1)(e), 90(1)(f) and 90(2)(b) of the Community Charter to discuss matters relating to:

- *the acquisition, disposition or expropriation of land or improvements;*
- *law enforcement; and,*
- *the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both.*

CARRIED.

18. ADJOURNMENT

The meeting was adjourned at 6:34 PM.

CERTIFIED CORRECT: Minutes of the Regular Council Meeting held on Tuesday, January 12, 2021 at 3:30 pm in the George Fraser Room, Ucluelet Community Centre, 500 Matterson Road, Ucluelet, BC.

Mayco Noël
Mayor

Mark Boysen
CAO

DISTRICT OF UCLUELET
MINUTES OF THE SPECIAL COUNCIL MEETING
HELD IN THE GEORGE FRASER ROOM, 500 MATTERSON DRIVE
Thursday, January 21, 2021 at 2:00 PM

Present: **Chair:** Mayor Noël
 Council: Councillors Cole, Hoar, Kemps, and McEwen (All Councillors Via Zoom)
 Staff: Mark Boysen, Chief Administrative Officer (Via Zoom)
 Donna Monteith, Chief Financial Officer (Via Zoom)
 Bruce Greig, Manager of Community Planning (Via Zoom)
 Warren Cannon, Manager of Operations (Via Zoom)
 Abby Fortune, Manager of Recreation & Tourism (Via Zoom)
 Joey Rotenberg, Manager of Community Planning
 Nicole Morin, Corporate / Planning Clerk

Regrets:

1. CALL TO ORDER

The meeting was called to order 2:00 PM.

2. ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORY

Council would like to acknowledge the Yuułu?iŋ?ath First Nation, on whose traditional territories the District of Ucluelet operates.

3. NOTICE OF VIDEO RECORDING

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4. ADDITIONS TO AGENDA

There were no additions to the Agenda.

5. APPROVAL OF AGENDA

5.1 January 21, 2021, Special Council Meeting Agenda.

2021.2021.SPECIAL **It was moved by Councillor McEwen and seconded by Councillor Kemps**
 THAT Council adopt the January 21, 2021, Special Meeting Agenda as
 presented.

CARRIED.

6. MAYOR'S ANNOUNCEMENTS

There were no Mayor's announcements.

7. PUBLIC INPUT

- There were no questions via Zoom.
- There were no questions via email.

8. REPORTS

8.1 Presentation and Discussion of 2021 Projects

The department managers presented the status of 2020 department projects and the proposed 2021 projects.

Public Realm Projects

Mark Boysen, Chief Administrative Officer, reported on the status, funding sources, budget, work completed, and next steps for the 2019-2021 Public Realm Projects. These projects include:

- Downtown Core (Village Green) Revitalization;
- Peninsula Road Revitalization;
- Cedar Road Parking Hub;
- Ucluelet Health Centre;
- Amphitrite Centre;
- Amphitrite House; and,
- Water's Edge Pathway.

Public Works - 2021 Projects

Warren Cannon, Manager of Public Works, provided a status update on 2020 Public Works Projects and presented the 2021 Projects. He noted that there is no new funding request of Council related to these projects. The projects discussed were as follows:

- Matterson Road Upgrades;
- Well Upgrade;
- SCADA Water;
- New Water Filtration System;
- Bay Street Duplex Elimination;
- Sewer Master Plan;
- Storm Master Plan;
- Lagoon Aerators;
- SCADA Sewer;
- Seaplane Base Sewer; and,
- Sanitary Sewer Auxiliary Power.

Donna Monteith, Chief Financial Officer, provided details of the "Water Filtration Project" since its timeline has changed. She explained that Council has approved this project, and grant funding has been applied for. She also noted that Council approved a 4.5% increase to water fees

for the next five years in order to fund our share of the project which amounts to 2.6 million dollars. A bylaw to increase these fees is forthcoming.

Councillor Kemps left the meeting at 2:30 PM due to technical issues.

Parks Department

Warren Cannon, Manager of Public Works, provided a status update on 2020 Parks Projects and presented the 2021 Parks Projects, their costs, and potential funding sources.

Councillor Kemps returned to the meeting at 2:42 PM.

The 2021 Parks projects include:

- Edna Bachelor Park path;
- Cemetery expansion;
- Washroom and trails/parks planning; and,
- Planning and design for the Wild Pacific Trail (Lighthouse Loop Storm Drainage).

Fleet Plan

Mr. Cannon and Ms. Monteith reviewed the fleet plan. It schedules for the replacement of District vehicles over the next five years and outlines associated costs and funding sources. The plan recommends the purchase of the following vehicles in 2021:

- a small garbage truck to cut back on the waste handling;
- a new bylaw truck for the additional proposed Bylaw Enforcement position;
- a new janitorial van; and,
- the replacement of one electric vehicle.

Council discussed the climate impacts of replacing an electric vehicle with a gas vehicle and recommended investigating electric or hybrid options. Council discussed scheduling solutions that could address the need for the additional bylaw vehicle.

Fire and Emergency Services

Rick Geddes, Fire Chief, outlined the projects completed in 2020, the proposed 2021 projects, and projects carried over from 2020, along with their estimated costs and potential funding sources. The proposed 2021 projects are as follows:

- Roof for ESS trailer and shipping container;
- Fire Hall feasibility study;
- Evacuation Route Plan (dependant on UBCM grant application); and,
- EOC and ESS grant applications as they arise (UBCM).

Mr. Geddes also identified potential future projects, including two additional tsunami sirens and the replacement of the firehall roof.

Community Planning

Bruce Greig, Manager of Community Planning, outlined the projects completed in 2020

as well as the proposed 2021 projects and projects carried over from 2020 along with their estimated costs and potential funding sources. The proposed 2021 projects are as follows:

- OCP Bylaw Adoption;
- Residential Zoning amendments (B&B's/accessory cottages/etc.);
- Flood Plain Bylaw; and,
- Affordable Housing Needs Assessment.

RMI Funded Projects

Abby Fortune, Manager of Recreation and Tourism, outlined the projects the proposed 2021 projects and projects carried over from 2020 along with their costs. The proposed 2021 projects are:

- Heritage Sign;
- Wayfinding
- Bi-lingual Road Signs;
- Kayak Launch at Alder Park (design and install); and,
- Pathway Access from Cedar Road Parking Hub to main thoroughfares.

Staff are seeking feedback from Council regarding the scope of the town beautification plan project. Council noted that the plan should address Christmas lights and green space.

Mr. Boysen noted that Discussions with Tourism Ucluelet regarding improvements to the Visitor Centre at the junction of Highway 4 and the Ucluelet/Tofino Highway are underway. Discussions are related to improved traffic flows on the property and connection to the multi-use path.

Council discussed RMI funding for festivals and asked if virtual festivals like Whale Fest 2021 would be eligible? Ms. Fortune clarified that virtual events qualify as the Provincial Government supports finding COVID safe ways of hosting events.

Recreation and Tourism

Ms. Fortune outlined the projects completed in 2020 and proposed 2021 projects along with estimated costs and funding sources. The proposed

2021 projects include:

- Tourism Master Plan;
- Install of Water Fountain;
- Hard Sports Surface Facility Planning;
- Junction Entrance Sign Upgrade & Lighting;
- Lighting - Skatepark and basketball court light; and,
- Lighthouse Loop upgrades – redesign.

Ms. Fortune detailed potential lighting solutions for the Skateboard Park.

Ms. Fortune also outlined proposed future projects, their costs, and potential funding sources:

- Emergency generator for UCC
- Additional Storage UCC
- Daycare Extension
- Future of the Pacific Rim Visitors Centre – planning & design; and,
- Town Beautification Plan – scope to be determined

Harbour Projects

Ms. Fortune noted that these projects are funded through Harbour revenues and will be reviewed by the Harbour Authority in February. She outlined the projects completed in 2020, 2020 projects carried over to 2021 and proposed 2021 projects along with estimated costs. 2021 proposed projects include:

- New pilings at Whiskey Dock;
- Ongoing Small Craft Harbour beautification;
- Washrooms painting and upgrades;
- Asphalt pathways; and,
- Water's Edge walkway.

Corporate Services/Finance

Donna Monteith, Chief Financial Officer, noted the projects completed in 2020, the proposed 2021 projects, and projects carried over from 2020, along with their costs and funding sources. The proposed 2021 projects are:

- Asset Management – Facilities Master Plan - \$20,000;
- SewerWorth implementation completion;
- Bi-Monthly Mayor's radio address;
- Policy updates/additions;
- Bylaw reviews/updates; and,
- Records management system review, redesign, and initial implementation.

Information and Technology

Joey Rotenberg, Manager of Corporate Services, noted the projects completed in 2020. He explained that the 2021 proposed project is to install refurbished servers for the Ucluelet Community and the District Office in the Fire Hall.

Sustainability and Climate Action

Mark Boysen, Chief Administrative Officer, outlined the District sustainability and climate action commitments and provided a status update.

Proposed Use of Barkley Community Forest Funds

Mark Boysen, Chief Administrative Officer, outlined the projects funded by Community Forest revenues in 2019 and 2020. He also noted the funds allocated for 2021 projects and requested that Council consider allocating \$50,000 to support 2021 Tugwell Recreation Facility planning.

Ms. Monteith noted that she would provide a report about setting up an endowment type fund for Barkley Community Forest revenues at a future Council meeting.

Ms. Monteith then outlined the next steps in the budget process and encouraged the public to submit budget feedback by email to communityinput@ucluelet.ca. She noted that all input would be forwarded to Council and published in the April 27, 2021, Regular Meeting Agenda.

Council discussed the importance of supporting the expansion of Forest Glenn.

9. OTHER BUSINESS

10. QUESTION PERIOD

- There were no questions via Zoom.
- There were no questions via email.

11. ADJOURNMENT

The meeting was adjourned at 4:33 PM.

CERTIFIED CORRECT: Minutes of the Special Council Meeting held on Thursday, January 21, 2021 at 2:00 pm in the George Fraser Room, Ucluelet Community Centre 500 Matterson Road, Ucluelet, BC.

Mayco Noël
Mayor

Mark Boysen
CAO

DISTRICT OF UCLUELET
MINUTES OF THE REGULAR COUNCIL MEETING
HELD IN THE GEORGE FRASER ROOM, 500 MATTERSON DRIVE
Tuesday, January 26, 2021 at 3:30 PM

Present: **Chair:** Mayor Noël
 Council: Councillors Cole, Hoar, Kemps, and McEwen (All Councillors via Zoom)
 Staff: Mark Boysen, Chief Administrative Officer (Via Zoom)
 Donna Monteith, Chief Financial Officer (Via Zoom)
 Bruce Greig, Manager of Community Planning (Via Zoom)
 Abby Fortune, Manger of Recreation & Tourism (Via Zoom)
 Joseph Rotenberg, Manager of Corporate Services
 Nicole Morin, Corporate / Planning Clerk

Regrets:

1. CALL TO ORDER

The meeting was called to order at 3:36 PM.

2. ACKNOWLEDGEMENT OF FIRST NATIONS TERRITORY

Council acknowledged the Yuułuꞵiꞵꞵath First Nation, on whose traditional territories the District of Ucluelet operates.

3. NOTICE OF VIDEO RECORDING

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4. ADDITIONS TO AGENDA

4.1 Add report number 21-10 titled "Council Policy Clarifying DCC's Charged on Small Residential" as Report Item 11.04 after page 118 of the Agenda.

4.2 Add report item 20-11 titled "District of Ucluelet Zoning Amendment Bylaw No. 1282, 2020 (The Lodge at Terrace Beach) – Rescind 2nd Reading and Amend" as Legislative Item 12.2 after page 139 of the Agenda.

5. APPROVAL OF AGENDA

5.1 January 26, 2021 Regular Council Meeting Agenda.

2021.2033.REGULAR **It was moved by Councillor Kemps and seconded by Councillor McEwen**

THAT the January 26, 2021 Regular Council Meeting Agenda be approved as amended.

CARRIED.

6. UNFINISHED BUSINESS

There was no unfinished business.

7. MAYOR'S ANNOUNCEMENTS

7.1 Spring Cove Trail Ribbon Cutting Ceremony

The Mayor announced the opening of the Spring Cove Interpretative Trail. Project funding was provided through the Resort Municipality Initiative (RMI) and Island Coastal Economic Trust (ICET).

Vi Munday, of the Ucluelet First Nation, provided a blessing. Barb Schramm of the Wild Pacific Trail Society outlined the signage on the trail and provided thanks.

The Mayor, Ms. Schramm, and Ms. Munday cut their ribbons.

The Mayor acknowledged the groups and individuals that worked on this project.

7.2 Brent Ashton, Bylaw Officer

The Mayor thanked Brent Ashton for his work as the District's Bylaw Officer.

8. PUBLIC INPUT AND DELEGATIONS

8.1 Public Input

Public input via Zoom.

There was no public input via Zoom.

Public input via email.

There was no public input via email.

8.2 Delegations

Bill Collins, Mairi Edgar and Erin Bremner-Mitchell, Cascadia Seaweed

Re: Building a seaweed aquaculture sector on Vancouver Island & beyond

Mr. Collins presented a slideshow regarding Cascadia Seaweed. This privately owned seaweed cultivation company operates on the West Coast of BC and has a Barkley Sound site.

Mr. Collins addressed Cascadia's cultivation process, products, climate benefits, economic benefits, current cultivation sites, and business plan. He requested that the District lobby the Provincial Government to rethink how aquaculture tenure and the licensing system applies to seaweed cultivation.

Council discussed the cultivation process as well as the climate and economic benefits that this industry may have.

9. CORRESPONDENCE

9.1 2021 Census of Population / Recensement de la population de 2021 *Geoff Bowlby, Director General, Census Manage Office, Statistics Canada / Government of Canada*

2021.2034.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Hoar**
THAT the Council of the Corporation of the District of Ucluelet supports the 2021 Census, and encourages all residents to complete their census questionnaire online at www.census.gc.ca. Accurate and complete census data support programs and services that benefit our community

CARRIED.

9.2 Appointment to Clayoquot Biosphere Trust Board of Directors *Rebecca Hurwitz, Executive Director, Clayoquot Biosphere Trust*

10. COUNCIL COMMITTEE REPORTS

10.1 Councillor Marilyn McEwen *Deputy Mayor January - March 2021*

- January 13, 2021 - Wild Pacific Trail Society meeting. Councillor McEwen noted the Society's fundraising revenues and the approval of the 2021 budget.
- January 14, 2021 - Pacific Rim Whale Festival Society meeting. The Society has hired a coordinator, was recently awarded a grant, and has new poster art. The festival is scheduled to occur from March 15 - 21 and will be mostly virtual.

10.2 Councillor Lara Kemps *Deputy Mayor April - June 2021*

10.3 Councillor Jennifer Hoar *Deputy Mayor July - September 2021*

10.4 Councillor Rachelle Cole *Deputy Mayor October - December 2021*

- January 20, 2021 - West Coast Committee meeting. This committee will be receiving public input regarding backroad camping in Area 'C' at a date to be determined.
- January 13, 2021 - ACRD Board Meeting. Councillor Cole reported that public transit is on track to be available on the west coast in April 2022.

10.5 Mayor Mayco Noël

- Thanked the Joint Council meeting participants.
- Attended the Resort Municipality Initiative meeting with 14 Mayors and discussed a number of lessons learnt related to COVID-19.
- Met with rural Mayors to discuss lobbying the Provincial Government for funding for Emergency and Fire Equipment.

11. REPORTS

11.1 Ucluelet Health Centre Phase 1 Final Draft Report

Mark Boysen, Chief Administrative Officer and Tony Yip, Architect, Principal, Chernoff Thompson Architects

Mr. Yip presented the Stage 1 Feasibility Study report findings, including a concept design, site drawings, and interior layout for the Health Centre. He also discussed financial options for six different Health Centre scenarios.

Mr. Boysen noted that this is Phase 1 of the study, and no particular site has been chosen. He also clarified that Council would discuss Phase 2 of the project during the budget process.

Councillor Cole left the meeting at 4:49 PM due to technical difficulties.

Councillor Cole returned at 4:50 PM.

2021.2035.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Hoar**
THAT Council receives the Ucluelet Health Centre Feasibility Study for information purposes.

CARRIED.

11.2 2021 Council Meeting Schedule Amendment

Joseph Rotenberg, Manager of Corporate Services

2021.2036.REGULAR **It was moved by Councillor Kempes and seconded by Councillor McEwen**

THAT Council reschedule the February 4, 2021 "Committee of the Whole – Societies" meeting to March 4, 2021 at 3:30 PM.

CARRIED.

11.3 Amphitrite House Project Update

Abby Fortune, Manager of Recreation & Tourism

Ms. Fortune noted Staff would provide quarterly reports on the Amphitrite House Project.

11.4 Council Policy Clarifying DCCs Charged on Small Residential

Bruce Greig, Manager of Community Planning

Mr. Greig explained the Small Residential Unit DCC Fee Clarification Policy

#8-3150-1. The policy clarifies that subdivisions creating small single-family lots less than or equal to 300m² in average area will be charged DCCs at the multi-family rate, on properties where the zoning or by covenant would not allow additional occupancy as the result of a permitted accessory uses (eg. in the form of secondary suite, accessory dwelling unit, or bed and breakfast).

The proposed policy is intended to ensure that small single-family lots are charged a rate that is proportional to their impact on infrastructure. Mr. Greig, noted that the policy is an interim measure as the DCC Bylaw is currently under review.

Mr. Greig noted that the Lot 13 Affordable Housing development brought to attention the DCC issue and ambiguity to other small single-family lots. He also explained that the policy would not apply to properties that have a secondary suite, accessory dwelling or bed and breakfast units.

2021.2037.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Hoar**
THAT Council endorse the Small Residential Unit DCC Fee Clarification Policy #8-3150-1.

CARRIED.

12. LEGISLATION

12.1 District of Ucluelet Zoning Amendment Bylaw No. 1267, 2020 (796 Marine Drive) - Adoption
Joseph Rotenberg, Manager of Corporate Services

2021.2038.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Hoar**
THAT District of Ucluelet Zoning Amendment Bylaw No. 1267, 2020, be adopted.

CARRIED.

12.2 District of Ucluelet Zoning Amendment Bylaw No. 1282, 2020 (The Lodge at Terrace Beach) – Rescind 2nd Reading and Amend
Bruce Greig, Manager of Community Planning

Mr. Greig, noted that Staff became aware of a drafting error in Bylaw No. 1282, 2020, which must be addressed before conducting a Public Hearing. He explained the error and noted that Staff recommends Council cancel the Public Hearing scheduled for January 28, 2021.

Mr. Greig also noted that a number of community members have requested that the Public Hearing be delayed.

2021.2039.REGULAR **It was moved by Councillor Hoar and seconded by Councillor Cole**
THAT second reading of District of Ucluelet Zoning Amendment Bylaw No. 1282, 2020, be repealed;

CARRIED.

2021.2040.REGULAR **It was moved by Councillor Hoar and seconded by Councillor McEwen**
THAT District of Ucluelet Zoning Amendment Bylaw No. 1282, 2020, be amended as attached as Appendix A to the staff report dated January 26, 2021, to correct

errors in how the existing zoning of Lot 35 was depicted;

CARRIED.

2021.2041.REGULAR **It was moved by Councillor Hoar and seconded by Councillor Kemps**
THAT District of Ucluelet Zoning Amendment Bylaw No. 1282, 2020, be given second reading as amended;

CARRIED.

2021.2042.REGULAR **It was moved by Councillor Hoar and seconded by Councillor Kemps**
THAT District of Ucluelet Zoning Amendment Bylaw No. 1282, 2020, be referred to a public hearing; and,

CARRIED.

2021.2043.REGULAR **It was moved by Councillor Hoar and seconded by Councillor McEwen**
THAT the public hearing currently scheduled for Thursday January 28, 2021, be cancelled.

CARRIED.

13. OTHER BUSINESS

There was no other business.

14. QUESTION PERIOD

14.1 Questions via Zoom.

There were no questions via Zoom.

14.2 Questions via email.

Council received a questions to Cascia Seaweed from Nora O'malley, reporter for The Westerly News. Staff will forward that question to Cascadia Seaweed.

15. CLOSED SESSION

15.1 Procedural Motion to Move In-Camera

2021.2044.REGULAR **It was moved by Mayor Noël and seconded by Councillor McEwen**
THAT the balance of the meeting be closed pursuant to Section 90(1)(e) and (g) of the Community Charter to discuss matters relating to:

- *the acquisition, disposition or expropriation of land or improvements; and,*
- *litigation or potential litigation affecting the municipality.*

CARRIED.

16. ADJOURNMENT

The meeting was adjourned at 5:21 PM.

CERTIFIED CORRECT: Minutes of the Regular Council Meeting held on Tuesday, January 26, 2021 at 3:30 pm in the George

Fraser Room, Ucluelet Community Centre, 500 Matterson Road,
Ucluelet, BC.

Mayco Noël
Mayor

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 10 minutes early 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 Noël.

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

Requested Council Meeting Date: February 9, 2021

Organization Name: Broombusters Invasive Plant Society. www.broombusters.org

Name of person(s) to make presentation: Joanne Sales, Executive Director Broombusters

Topic: Scotch Broom Invasion in Beautiful Ucluelet

Purpose of Presentation:

Information only

Requesting a letter of support

Other (provide details below)

Please describe:

I am the executive director of Broombusters. Our non-profit society has had great success controlling the alien invasive plant Scotch broom. I visit Ucluelet a couple times each year - I love it. I'd like to be a delegation to explain how Ucluelet can stop the broom invasion. Broombusters can help with training, tools, website, signs, etc. There are many other participating municipalities on East Van. Island. The only needs from the town are permission and removal of the cut broom from the road. Thank you!

Contact person (if different from above): _____

Telephone Number and Email: [REDACTED]

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.

Joseph Rotenberg

From: Sharon Evans
Sent: February 1, 2021 3:07 PM
To: Council; Mark Boysen
Cc: Joseph Rotenberg
Subject: FW: Ucluelet Canadian Ranger Patrol Urban Patrol Exercise - 16 Apr 2021

Sharon Evans



Sharon Evans
Administration Clerk

Box 999, 200 Main Street
 Ucluelet, B.C., V0R 3A0
 Phone: 250-726-7744

From: Emily Coombs [REDACTED]
Sent: February 1, 2021 3:00 PM
To: Info Ucluelet <info@ucluelet.ca>
Subject: Ucluelet Canadian Ranger Patrol Urban Patrol Exercise - 16 Apr 2021

Good afternoon Mayor Noel and Councillors,

The Ucluelet Canadian Ranger Patrol will be conducting our Urban Patrol Exercise (UPX) from 16-18 Apr 2021. The purpose of this exercise is two-fold:

1. To meet with key people within the Districts of Ucluelet, Tofino and Bamfield to become more familiar with each other and our roles within our communities. We recognize that the Canadian Ranger organization may be unfamiliar to some, and that our region has a patrol of 20 members within it. Through the Committee of the Whole meetings, I know you and I have had plenty of opportunities to speak and ask questions, but I would like these meetings to help clarify what the Rangers bring to the community and how we can be of assistance in times of need as well as give you an opportunity to meet the rest of the patrol. In addition, the meetings will serve to enhance our own knowledge of the capabilities already present in our towns. This knowledge will help guide our future training in the hopes that we can fill in any gaps in our communities' capabilities. For example, we will be conducting Rapid Damage Assessment and Light Urban Search and Rescue training in Sep 2021 as this area of expertise has been identified as lacking in the region. We are always interested in conducting multi-agency training to increase our ability to communicate and coordinate in emergency situations.

2. Each Canadian Ranger Patrol within BC Company (there are 26) has compiled a living document that we call a Land Area Resource Report (LARR) in which we maintain contact information for key people, emergency resources and equipment as well as medical capabilities, routes and main bridges, infrastructure and the like. The purpose of this document is to have all this information on hand in the event that Canadian Ranger Patrols or the Canadian Army is required or requested to be deployed to the area, as was the case during the wildfires of 2017 and the flooding of 2018. Part of our UPX will be to verify the information gathered in this document.

I would like to arrange a time with some or all of you to meet our patrol members as well as my Canadian Ranger Instructor Warrant Officer Evan LaPlante during the morning of Fri 16 Apr 2021. Other people/organizations I will be contacting are the CAO, RCMP, UVFB, BCAS and Public Works. I would appreciate it if I could be informed of the availability of any of you who would care to meet with us that morning. I understand that an in-person meeting may not be feasible, but I hope we can come up with some sort of arrangement and to not take up more than an hour of your time.

Many thanks,
Emily

Emily Coombs
Canadian Ranger
Patrol Commander
Ucluelet Canadian Ranger Patrol
BC Coy - 4CRPG

From: [AVICC](#)
To: [AVICC](#)
Subject: AVICC January Update - New Meeting Date, Resolutions Deadline Reminder, UBCM EA Forum, LGLA Forum
Date: January 25, 2021 8:50:42 AM
Attachments: [2021 AVICC Call for Resolutions final.pdf](#)

Please forward this email to elected officials, the CAO and Corporate Officer:

1. 2021 Virtual Convention – New Date Set – May 28th

AVICC's December update let members know that the Executive was reviewing options for the format and timing of the 2021 AGM and Convention following the decision to not go ahead with an in-person meeting in 2021 due to the pandemic and public health orders.

The AVICC Executive has now set a date for a one-day virtual AGM and Convention for Friday, May 28th, and is working on developing opportunities for members to learn and engage in our virtual world. We will send out another member update when registration is open with information about the program for the AGM and Convention.

2. Resolutions Deadline Reminder – February 26th

The deadline for submitting resolutions for the 2021 AGM and Convention remains Friday, February 26th.

In this unusual time where we have to meet virtually, the resolutions procedures followed at the in-person conventions will need to be adapted. The Executive is reviewing ways to collect policy and advocacy direction from AVICC members through a new kind of resolutions review process. This will be communicated to members once finalized.

To help AVICC manage the changes that will have to be made in this pandemic year, members are encouraged to narrow their focus to only their highest priority issues when choosing which resolutions to submit. AVICC hopes to see resolutions on topics that have not previously been submitted, and that affect members across the region.

The call for resolutions that was initially sent out in December is included again with this email. The package provides guidelines for drafting clear resolutions, and the requirements that must be met for resolutions to be accepted.

Additional information on resolutions is available at [UBCM Resolutions](#). This website is also a great resource for members where they can search the UBCM resolutions database to look at previously submitted resolutions and to read the provincial and federal responses. UBCM continues to ask for resolutions to go through the area associations first for consideration and endorsement.

3. UBCM Electoral Area Directors Forum and Local Government Leadership Academy (LGLA)

UBCM and LGLA both have virtual sessions planned for the week of February 2-5 that members may be interested in attending. Information on the session programs and on how to register are available through their websites at [UBCM EA Forum](#) and [LGLA 2021 Forum](#).

AVICC

Local Government House
525 Government Street
Victoria, BC, V8V 0A8
(250) 356-5122



2021 VIRTUAL AGM & CONVENTION

RESOLUTIONS NOTICE REQUEST FOR SUBMISSIONS

The AVICC Executive is calling for resolutions to be considered at the 2021 virtual convention. The Executive is considering options for the 2021 convention's format and timing. The usual resolutions procedures followed at the convention may need to be adapted with the move to a virtual format. Pending finalization of the procedures, members are now asked to submit resolutions with the requirements outlined in the following pages.

DEADLINE FOR RESOLUTIONS

All resolutions must be received in the AVICC office by: **Friday, February 26, 2021**

It is uncertain whether late resolutions or off-the-floor resolutions can be accommodated at the virtual convention. Members are strongly encouraged to submit resolutions by the deadline so they may be considered. Resolutions that emerge after Friday, February 26th may need to be submitted directly to UBCM.

IMPORTANT SUBMISSION REQUIREMENTS

To submit a resolution to the AVICC for consideration please send:

1. One copy as a **word document** by email to avicc@ubcm.ca by the deadline; AND
2. One copy of the resolution by regular mail that may be received after the deadline to:
AVICC, 525 Government Street, Victoria, BC V8V 0A8

Detailed guidelines for preparing a resolution follow, but the basic requirements are:

- Resolutions are only accepted from AVICC member local governments, and must have been endorsed by the board or council.
- Members are responsible for submitting accurate resolutions. AVICC recommends that local government staff assist in drafting the resolutions, check the accuracy of legislative references, and be able to answer questions from AVICC & UBCM about each resolution. Contact AVICC & UBCM for assistance.
- Each resolution **must include a separate backgrounder** that is a maximum of 3 pages and specific to a single resolution. Do not submit backgrounders for multiple resolutions. The backgrounder may include links to other information sources and reports.
- Sponsors should be prepared to speak to their resolutions.
- Resolutions must be relevant to other local governments within AVICC rather than specific to a single member government.
- The resolution must have at least one "whereas" clause and should not contain more than two "whereas" clauses. Each whereas clause must only have **one sentence**.

AVICC GOLD STAR RESOLUTIONS

The AVICC Executive will recognize members who submit the best resolutions with an award for Gold Star or Honourable Mention status. The goal of the awards is to encourage excellence in resolutions drafting. Resolutions should provide clear policy direction so that AVICC and UBCM can advocate effectively on the policy priorities of our members with the provincial and federal governments.

To be recognized for an award, a resolution must meet the standards of excellence established in the Gold Star Resolutions Criteria:

1. Resolution must be properly titled.
2. Resolution must employ clear, simple language.
3. Resolution must clearly identify problem, reason and solution.
4. Resolution must have two or fewer recital (WHEREAS) clauses.
5. Resolution must have a short, clear, stand-alone enactment (THEREFORE) clause.

UBCM RESOLUTION PROCEDURES

UBCM urges members to submit resolutions to Area Associations for consideration. Resolutions endorsed at Area Association annual meetings are submitted automatically to UBCM for consideration and do not need to be re-submitted to UBCM by the sponsor.

UBCM and its member local governments have observed that submitting resolutions first to Area Associations results in better quality resolutions overall. If absolutely necessary, however, local governments may submit council or board endorsed resolutions directly to UBCM prior to June 30. Should this be necessary, detailed instructions are available on the UBCM website.

UBCM RESOLUTIONS PROCESS

1. Members submit resolutions to their Area Association for debate.
2. The Area Association submits resolutions endorsed at its Convention to UBCM.
3. The UBCM Resolutions Committee reviews the resolutions for submission to its Convention.
4. Resolutions endorsed at the UBCM Convention are submitted to the appropriate level of government for response.
5. UBCM will forward the response to the resolution sponsor for review.

UBCM RESOLUTIONS GUIDELINES

The Construction of a Resolution:

All resolutions contain a preamble – the whereas clause(s) – and an enactment clause. The preamble describes **the issue** and the enactment clause outlines **the action** being requested of AVICC and/or UBCM. A resolution should answer the following three questions:

- a) **What is the problem?**
- b) **What is causing the problem?**
- c) **What is the best way to solve the problem?**

Preamble:

The preamble begins with "WHEREAS", and is a concise paragraph about the nature of the problem or the reason for the request. It answers questions (a) and (b) above, stating the problem and its cause, and should explain, clearly and briefly, the reasons for the resolution.

The preamble should contain no more than two "WHEREAS" clauses. Supporting background documents can describe the problem more fully if necessary. Do not add extra clauses.

Only one sentence per WHEREAS clause.

Enactment Clause:

The enactment clause begins with the phrase "Therefore be it resolved", and is a concise sentence that answers question (c) above, suggesting the best way to solve the problem. **The enactment should propose a specific action by AVICC and/or UBCM.**

Keep the enactment clause as short as possible, and clearly describe the action being requested. The wording should leave no doubt about the proposed action.

HOW TO DRAFT A RESOLUTION

1. Address one specific subject in the text of the resolution.

Since your community seeks to influence attitudes and inspire action, limit the scope of a resolution to one specific subject or issue. Delegates will not support a resolution if it is unclear or too complex for them to understand quickly. If there are multiple topics in a resolution, the resolution may be sent back to the sponsor to rework and resubmit, and may end up as a Late Resolution not admitted for debate.

2. For resolutions to be debated at UBCM, focus on issues that are province-wide.

The issue identified in the resolution should be relevant to other local governments across BC. This will support productive debate and assist UBCM to represent your concern effectively to the provincial or federal government on behalf of all BC municipalities and regional districts. Regionally specific resolutions may be referred back to the AVICC, and may not be entered for debate during the UBCM Convention.

3. Use simple, action-oriented language and avoid ambiguous terms.

Explain the background briefly and state the desired action clearly. Delegates can then debate the resolution without having to try to interpret complicated text or vague concepts.

4. Check legislative references for accuracy.

Research the legislation on the subject so the resolution is accurate. Where necessary, identify:

- the correct jurisdictional responsibility (responsible ministry or department, and whether provincial or federal government); and
- the correct legislation, including the title of the act or regulation.

5. Provide factual background information.

Even a carefully written resolution may not be able to convey the full scope of the problem or the action being requested. Provide factual background information to ensure that the resolution is understood fully so that members understand what they are debating and UBCM can advocate effectively with other levels of government and agencies.

Each resolution **must include a separate backgrounder** that is a maximum of 3 pages and specific to a single resolution. Do not submit backgrounders that relate to multiple resolutions. The backgrounder may include links to other information sources and reports.

The backgrounder should outline what led to the presentation and adoption of the resolution by the local government, and can link to the report presented to the council or board along with the resolution. Resolutions submitted without background information **will not be considered** until the sponsor has provided adequate background information. This could result in the resolution being returned and having to be resubmitted as a late resolution.

6. Construct a brief, descriptive title.

A title identifies the intent of the resolution and helps eliminate the possibility of misinterpretation. It is usually drawn from the "enactment clause" of the resolution. For ease of printing in the Annual Report and Resolutions Book and for clarity, a title should be no more than three or four words.

TEMPLATE FOR A RESOLUTION

Whereas << *this is the area to include an issue statement that outlines the nature of the problem or the reason for the request* >> ;

And whereas << *if more information is useful to answer the questions - what is the problem? what is causing the problem?>> :*

Therefore be it resolved that AVICC & UBCM << *specify here the action(s) that AVICC & UBCM are being asked to take on, and what government agency the associations should be contacting to solve the problem identified in the whereas clauses* >>.

If absolutely necessary, there can be a second enactment clause (the “therefore” clause that specifies the action requested) with the following format:

And be it further resolved that << *specify any additional actions needed to address the problem identified in the whereas clauses* >>.

From: [Andrea McQuade](#)
To: [Info Ucluelet](#); [Sharon Evans](#); [Joseph Rotenberg](#)
Cc: [Jennifer Hoar](#); [Lara Kemps](#); [Marilyn McEwen](#); [Mayco Noël](#); [Rachelle Cole](#)
Subject: Coastal Restoration Society - Request for letter of support
Date: January 31, 2021 8:56:26 PM
Attachments: [CRS Letter of Support Template.pdf](#)
[CRS Municipal Support Request DOU.pdf](#)

Dear Mayor Noel, Council, and Staff.

Please find attached an introductory letter from Coastal Restoration Society, and a request for a letter of support for the Clean Coast Clean Waters initiative fund. We recognize that the timeline for the requested letter is short - the CCCW fund does require a letter of support in Principle to proceed, and we're happy help in whatever way we can to answer any questions or speak to any concerns you may have. We've also attached a sample template to use as a letter of support in the event that is easiest.

Please don't hesitate to reach out if I can answer any questions,

Warmly,

Andrea McQuade (she/her)

Sent from within the hahuuli of the ʻāaʻuukʻiʻāth First Nation

m • [REDACTED]
h • [REDACTED]
w • andrea@coastrestore.com



Jan 27th, 2021
District of Ucluelet
200 Main Street
Ucluelet, BC
V0R 3A0
CC: Council
Corporate Services

Dear Mayor Noel, Council and Staff –

We are grateful to have the opportunity today to introduce ourselves as an organization, outline our work in general and speak to one specific project for which we're seeking your support.

Coastal Restoration Society (CRS) is a registered Canadian non-profit society specializing in marine habitat remediation, aquatic invasive species monitoring and control, derelict vessel removal and large pelagic monitoring and assessment. We have been operating within the traditional territories of the Tla-o-qui-aht and Ahousaht Nations and Municipal boundaries of the District of Tofino since 2018. We are grateful for the strong and collaborative partnerships with these nations, the ACRD, Parks Canada, Surfrider and key tourism stakeholders in the ongoing pursuit of environmental remediation and job creation.

In 2021, the Province of British Columbia announced Funding for the Clean Coast, Clean Waters Initiative as part of its far-ranging Pandemic Response and Economic Recovery initiative supporting all sectors that have been affected by the COVID-19 crisis, and aims to create jobs and support coastal communities as they recover from the COVID-19 economic downturn and loss of tourism.

Coastal Restoration Society is excited and motivated to be crafting a robust application for the Clean Coast, Clean Waters Initiative. This application will seek funding to continue to remove debris in both Clayoquot and Barkley Sound, to be sorted at the new Marine Debris Recycling Depot at the West Coast Landfill. These projects will be carried out with the utmost duty of care, and occur within all safety parameters dictated by the Canadian Coast Guard, Small Craft Harbours, Marine Debris Removal Best Practices guidelines, insurance brokers, and under the overarching health recommendations and limitations provided by the BCCDC as concerning COVID19.

This project will unfold not only with our existing partners, but in tandem with members of the British Columbia Marine Debris Working group. Convened in 2014, the BCMDWG is a network of like-minded organizations that are collaborating to ensure remediation and cleanup efforts are streamlined, efficient and cover as much of the coast of British Columbia as possible.

Today, in the interest of the environment and job creation, we're seeking a letter of support in principle for our application to the CCCW fund as required by the funding guidelines. We are acutely aware of the limits of Municipal governments to engage in marine clean ups, and offer this is an opportunity to demonstrate support for a local organization committed to building on existing relationships to benefit the community at large.

As part of the BCMDWG, our partners are submitting these same requests of support from respective Municipalities, First Nations and industry partners. We are grateful for the existing groundswell of support, and are hopeful to count you among our supporters. Attached is a sample of a letter of support in principle which we would be grateful to have returned to us by February 8th. We are aware of the tight timeline this initiative presents in the interest of supporting employment and the environment, and we thank you for your timely attention.



Joshua Temple

Director
Coastal Restoration Society
josh@coastrestore

tn. [REDACTED]

Addendum:

Coastal Restoration Society – www.coastrestore.com

Clean Coast Clean Waters Initiative Fund - <https://bccleancoast.ca>

To the Administrators of the Clean Coast Clean Waters Fund –

Please let this letter stand as support in principle from the District of Tofino for the application that Coastal Restoration Society has submitted to the Clean Coast Clean Waters Fund.

In 2021, the Province of British Columbia announced Funding for the Clean Coast, Clean Waters Initiative as part of its far-ranging Pandemic Response and Economic Recovery initiative supporting all sectors that have been affected by the COVID-19 crisis, and aims to create jobs and support coastal communities as they recover from the COVID-19 economic downturn and loss of tourism.

Coastal Restoration Society (CRS) is a registered Canadian non-profit society operating within the traditional territories of the Tla-o-qui-aht and Ahousaht Nations and Municipal boundaries of the District of Tofino since 2018. They have partnered with host First Nations, the ACRD, Parks Canada, Surfrider and key tourism stakeholders in the ongoing pursuit of environmental remediation and job creation.

Coastal Restoration Society is putting forward an application for funding to continue to remove debris in both Clayoquot and Barkley Sound, to be sorted at the Marine Debris Recycling Depot at the West Coast Landfill. We are confident that these projects will be carried out with the utmost duty of care, and occur within all safety parameters dictated by the Canadian Coast Guard, Small Craft Harbours, Marine Debris Removal Best Practices guidelines, insurance brokers, and under the overarching health recommendations and limitations provided by the BCCDC as concerning COVID19.

Acknowledging the limited capability that the Municipality has to engage in marine clean up operations, we are in support of CRS and their application to step into this role, and see this is an opportunity to demonstrate support for a local organization to expand environmental remediation capacity in our community at large.

Sincerely,

From: [Commercial Transport TRAN:EX](#)
Subject: Pilot Car Requirement Changes for Information
Date: January 28, 2021 12:39:14 PM
Attachments: [Info Package - Pilot Car Requirements and Travel Time Windows - Jan 27 21.pdf](#)
[Pilot Car Requirements and Travel Time Windows Summary - Jan 27 21.pdf](#)

Hi All,

The attached documents about upcoming changes to pilot car requirements on provincial highways are provided for your information.

If you have any comments or questions, please address them to us at Commercial.Transport@gov.bc.ca.

Sincerely,

Nicole Hilborne

Policy Advisor, Commercial Transport | Commercial Vehicle Safety and Enforcement
Ministry of Transportation and Infrastructure
Phone: (250) 953-4017 | Fax: (250) 952-0578

www.cvse.ca or www.cvse.ca/mobile

www.onlinepermitsbc.ca

DriveBC Height Clearance Tool: <http://drivebc.ca/cvrp/>

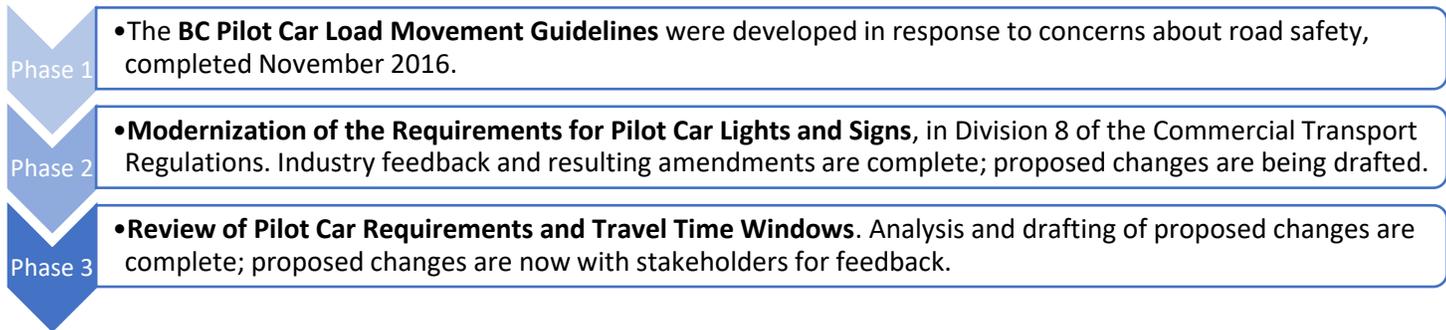
Height and Width Restriction Update Suggestions: onRouteBC@gov.bc.ca

Extraordinary Load Approvals: extraordloads.dc@gov.bc.ca

Changes to Pilot Car Requirements and Travel Time Windows in BC

The Ministry of Transportation and Infrastructure (the 'ministry') has been working to modernize pilot car requirements with the goals of increasing safety on British Columbia (B.C.) roads and supporting the economy.

This work has been done through three phases and Phase 3 is underway:



The ministry sought a method to build on the work that had been done in Phase 1 when establishing the Pilot Car Load Movement Guidelines, in order to establish pilot car requirements that are based on risk assessment.

The proposed new pilot car requirements are based on analysis developed by consulting engineers that considered factors including the type of risk (severity), amount of risk (exposure) and numbers of risks (frequency). The analysis looked at how oversize commercial vehicles/loads fit in their lanes and at what dimensions they may encroach into other lanes, creating increased risk for other road users and infrastructure.

Proposed changes include:

Removal of different requirements for daytime and darkness:

- Move away from requirements that are different in daytime and darkness, because it was found that the visibility benefits of day travel for oversize/overweight loads are balanced by the increased impact of the flashing and clearance lights at night. Instead, the new model reflects the differences between travel on two-lane highways vs multi-lane highways.

Reduced requirements for specific loads:

- For loads that are long and not very wide, pilot car requirements could be slightly relaxed (more on multi-lane highways than on two-lane highways), and the draft changes reflect that. The changes are conservative and will be moved forward cautiously.

Expanded travel windows:

- In B.C., very large loads have historically been allowed to move only at night. Engineering analysis did not support moving to daytime travel for larger loads (as is done in Alberta and some other jurisdictions), primarily because of the volume of traffic on B.C.'s road network. However, there is consideration to slightly expand the night-time hours for travel on provincial highways to allow those loads to move more smoothly across the province.

Input about the changes will be accepted until Midnight, February 28, 2021. For more information, or to provide input, please contact Commercial.Transport@gov.bc.ca

Following receipt of feedback, any changes to Pilot Car Requirements and Travel Time Windows will be made in a way that provides time to plan and prepare for implementation.

Pilot Car Requirements and Travel Time Windows: Summary of Changes October 2020

The Ministry of Transportation and Infrastructure has undertaken a review of pilot car requirements and travel time windows. Highway classification, design guidelines, traffic volumes, vehicle configurations, and safety were factors the engineering consultant considered in developing a process/analysis for the review. Policy revisions cover dimensions. Bridge crossing conditions may result in additional restrictions.

Summary of Changes:

- More length will be approved for regular permitting without custom analysis. On the [CVSE 1000](#) permit attachment form:
 - an increase to 27.5 m overall length for Category A (from 25 m);
 - an increase to 36 m overall length for Category B (from 32 m);
 - an increase to 46 m overall length for Category C (from 40 m).
- Some evening and weekend restrictions for loads between 3.2 and 4.4 m wide will be removed, except in the Lower Mainland.
- Although loads over 4.4 m wide will still mostly be restricted to travel at night, we will slightly increase the travel windows for those loads on weeknights, especially in Northern BC, and begin allowing them to move between midnight and 5 am on weekends where feasible.
- The current pilot car requirements in BC differ between night and day. The new pilot car requirements will use a multi-lane vs two-lane approach:

		Multi-lane			
		OAW			
Length		up to 2.6	up to 3.2	up to 3.8	up to 4.4
	up to 27.5	0	0	0	1
	up to 31	0	0	0	2
	up to 36	0	1	1	2
	up to 40	0	1	1	2
	up to 46	1	1	1	3

		2-Lane			
		OAW			
Length		up to 2.6	up to 3.2	up to 3.8	up to 4.4
	up to 27.5	0	0	1	2
	up to 31	0	1	1	2
	up to 36	1	1	2	2
	up to 40	1	1	2	2
	up to 46	1	1	2	3

- Some locations in the province will require additional pilot cars for length besides what is shown in the above tables.
- The current option for loads 3.2 to 3.5 m wide to operate lights on the power unit instead of a pilot car during the day will be grand-fathered in.



Around our Region



Highlights from the Alberni-Clayoquot Regional District (ACRD) Board of Directors' Meetings - January 2021



JANUARY 13TH MEETING

VIRL EXECUTIVE DIRECTOR ROSEMARY BONANNO ANNOUNCES RETIREMENT

The Vancouver Island Regional Library announced the retirement of Rosemary Bonanno, Executive Director, effective September 2021. Ms. Bonanno has been the Executive Director since 2007 and has steered the organization through a great process of renewal and reorganization. The Board will forward a letter of congratulations on her upcoming retirement and appreciation for her hard work and dedication to the VIRL over the past 14 years.

LETTER OF SUPPORT – CITY OF PORT ALBERNI'S 2026 BC SUMMER GAMES BID

The Board will forward a letter to the City of Port Alberni in support of their application to host the 2026 BC Summer Games scheduled for July 23 – 26, 2026.

ACRD STRATEGIC PLAN, TARGETS AND RESOURCES

The Board confirmed their 2021 – 2024 strategic plan and targets which will provide direction and guidance respecting future plans and operations of Regional District services. In order to meet the Board's objectives, the ACRD will be securing additional resources. Visit the ACRD website for upcoming opportunities.

JANUARY 27TH MEETING

DELEGATION - Laurie Filgiano, Executive Director and Laurie Gehrke, Chair, Ucluelet Chamber of Commerce - Common Ground Market Presentation

The delegation presented the Common Ground Market project which is a multi-vendor online marketplace for makers on the Coast. This is a regional initiative with a mission of supporting emerging and established artisans of the Coast by helping make their work readily available across Canada. The Board will provide a letter of support to support future granting purposes.

2021 STANDING/SELECT COMMITTEE APPOINTMENTS & APPOINTMENTS TO OUTSIDE ORGANIZATIONS

The Board approved the 2021 ACRD Standing/Select Committee Appointments and Appointments to Outside Boards, Agencies, and Commissions. Visit the ACRD website for the full list of 2021 appointments www.acrd.bc.ca/committee-lists

WEST COAST WASTE MANAGEMENT ASSET MANAGEMENT PLAN VERSION 1

The Board adopted the West Coast Waste Management Asset Management Plan Version 1. All of our Asset Management Plans can be found on our website at: www.acrd.bc.ca/asset-management

Board of Directors

Chair: John Jack
(Huu-ay-aht First Nation)

Vice-Chair: John McNabb
(Electoral Area "E"
Beaver Creek)

Director Bob Beckett
(Electoral Area "A"
Bamfield)

Director Tanya Shannon
(Electoral Area "B"
Beaufort)

Director Kel Roberts
(Electoral Area "C"
Long Beach)

Director Penny Cote
(Electoral Area "D"
Sprout Lake)

Director Dianne Bodnar
(Electoral Area "F"
Cherry Creek)

Mayor Sharie Minions
(City of Port Alberni)

Councillor Debbie Haggard
(City of Port Alberni)

Councillor Tom Stere
(District of Tofino)

Councillor Rachelle Cole
(District of Ucluelet)

Councillor Kirsten Johnsen
(Toquaht Nation)

Councillor Wilfred Cootes
(Uchucklesaht Tribe
Government)

Councillor Alan McCarthy
(Yuulu?i?ath Government)

UPCOMING MEETINGS – input on upcoming meetings may be emailed to: responses@acrd.bc.ca

AVRA Advisory Committee Meeting – Feb 2nd, 1:30 pm; via Zoom

Salmon Beach Committee Meeting – Feb 8th, 10:00 am; via Zoom

Board of Directors – Feb 10th, 1:30 pm, followed by the **Regional Hospital District**; via Zoom

Committee of the Whole (Grant-in-Aid Applications) – Feb 11th, 10:00 am; via Zoom

AVRA Advisory Committee Meeting – Feb 16th, 1:30 pm; via Zoom

Committee-of-the-Whole (Financial Planning Meeting) – Feb 17th, 1:30 pm; via Zoom

AVRA Advisory Committee Meeting – Feb 23rd, 1:30 am; via Zoom

Board of Directors – Feb 24th, 1:30 pm; via Zoom

AV & Bamfield Services Committee Meeting – Feb 25th, 10:00 am; via Zoom

This is not the official minutes, but an information report summarizing the Regular Board of Directors Meeting.

For more information visit the ACRD Website at www.acrd.bc.ca or contact the General Manager of Administrative Services at 250-720-2706 or e-mail wthomson@acrd.bc.ca.

Voyent Alert!

How to Register

Mobile App Users

Download and install the Voyent Alert! app from the Apple App or Google Play stores.



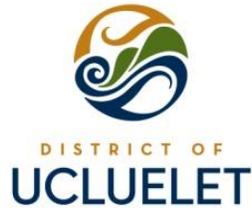
Email, SMS or Voice Dial Users

Register online to receive email, voice or text-based alerts at <https://register.voyent-alert.com>

Scan to Register

Scan here for a link to simple registration





STAFF REPORT TO COUNCIL

Council Meeting: February 9, 2021
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM:	JOHN TOWGOOD, PLANNER 1	FILE NO:	3060-20 DP20-13 3360-20 RZ20-08
SUBJECT:	DEVELOPMENT PERMIT AND REZONING REQUEST FOR 1672 CEDAR ROAD.	REPORT NO:	20-16
ATTACHMENT(S):	APPENDIX A – APPLICATION APPENDIX B – DP20-13		

RECOMMENDATION:

1. **THAT** Council, with regard to the proposed development of a 4-unit mixed-use building at 1672 Cedar Road, authorize issuance of the requested Development Permit, subject to the applicant providing the following for review and approval by staff:
 - i. revised building plans to articulate the front face of the building and/or side walls at the corners to reduce the appearance of the building mass - given the close proximity to the street and relationship to adjacent properties;
 - ii. confirmation that the siting of the proposed building is acceptable to BC Hydro given the nearby overhead power lines and their distance from the proposed building;
 - iii. confirmation of suitability of the proposed emergency access and/or additional fire suppression measures within the building;
 - iv. further detailed architectural, civil and landscape architectural plans showing the following:
 1. details of shed / bicycle enclosure;
 2. details of screening for waste & recycling bins;
 - v. detail of proposed on- and off-site works affecting the streetscape including grading of the sidewalk, grading and surface of area between new sidewalk and existing edge of pavement, use and treatment of space between new sidewalk and the proposed building, details and species proposed within the planters and boulevard landscaping;
 - vi. cost estimate of the proposed off-site works and landscaping;
 - vii. landscape deposit in the amount of 125% of the estimated cost of the proposed works.
2. **THAT** Council reject the requested zoning amendment to permit resort condominium use within the proposed building at 1672 Cedar Road, and indicate to the applicant that shifting

from residential uses to condominium short-term rentals is not supported in this location without a proposal for how the development would contribute to the supply of long-term housing in the community.

PURPOSE:

To provide Council with information on a Development Permit (DP) application and a proposed zoning amendment of the CS-1 Village Square Zone, to allow a Resort Condo use within two upper floor residential units and to allow a residential/resort condo use in the two ground-floor commercial units of a proposed mixed-use building on Lot D, Plan VIP4011, District Lot 282, Clayoquot District; 1672 Cedar Road (the “**Subject Property**”).

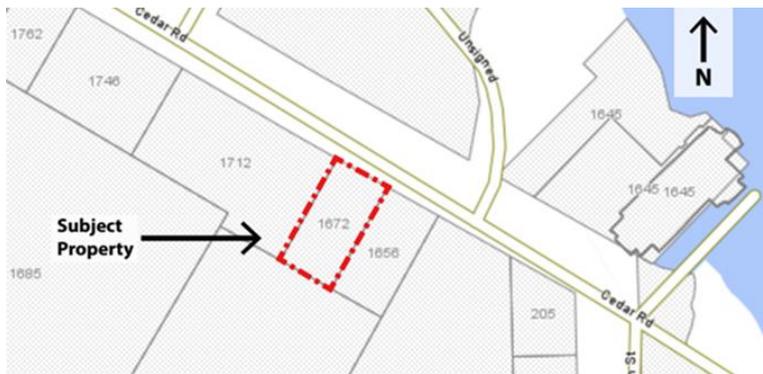


Figure 1 – Subject Property

BACKGROUND:

Prior to 2010 the subject property was home to the Driftwood Restaurant with a residence on the upper floor. In 2010 a fire destroyed the Driftwood Restaurant building and the site now only contains the foundation of that structure and a concrete drive lane.



Figure 2 – The Driftwood Restaurant

On July 11, 2017, Council approved Development Permit (DP) DP17-06 for a mixed-use building with nine residential units on the upper floors and two commercial units on the ground floor.

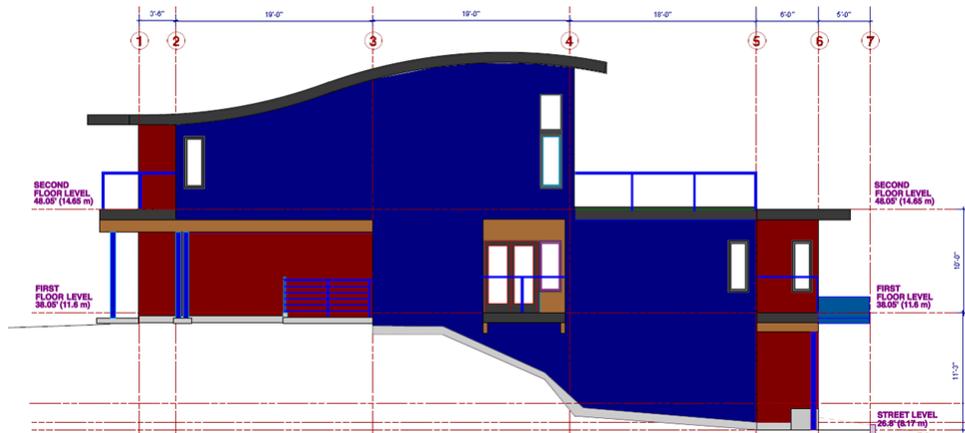


Figure 3 – June 26, 2018 Side Elevation

On June 26, 2018, Council approved an amendment to that DP to reduce the building's overall size, reduce the number residential units from nine to eight, and slightly increase the size of the lower commercial units.

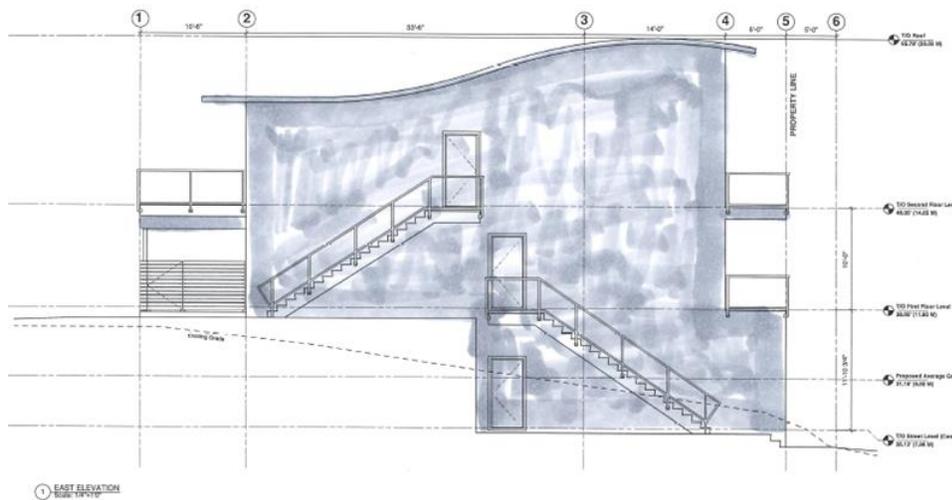


Figure 4 - January 8, 2018 Side Elevation

In late 2017 the owner at the time requested the zoning for the property to allow a work/live type use. On January 8, 2018 Council approved District of Ucluelet Zoning Amendment Bylaw No. 1239, 2018 that allow the live/work type use in the lower floor commercial units. The amendment is written as follows:

"CS-1.1.3 On the following properties, residential use is also permitted on the first storey provided the building or part thereof also contains commercial use (s) otherwise permitted in this Zone in accordance with the condition so noted below:

(3) PID 006-167-926 Lot D, District Lot 282, Clayoquot District Plan VIP4011[1672 Cedar Road], the exclusively commercial use measuring an area not less than 28m² (15' x 20') on the first storey at the front of the building."

The current owner has now applied for a new DP for a different building design and has requested to amend the subject property’s zoning to allow a Resort Condo use within the proposed mixed-use building.

DISCUSSION:

Zoning Amendment

The applicant is requesting a Resort Condo use in two upper floor residential units and to allow a residential/resort condo use in the two ground-floor commercial units of the proposed mixed-use building as follows:

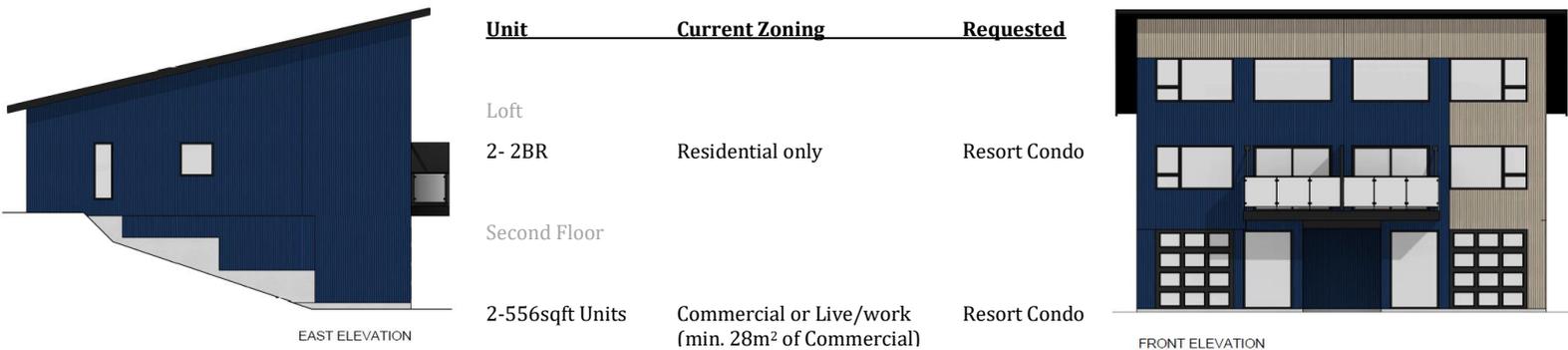


Figure 5 – Proposed Side and Front Elevations

The applicant has been informed that the zoning amendment portion of their proposal would not be supported in its current form at the staff level. The applicant requested to proceed with the rezoning application to enable discussion of the proposal with Council directly.

Short Term Rental Accommodation in CS-1

Motel and hotel uses in the CS-1 Village Square zone:

The commercial cores of small villages and towns within BC generally evolve in a similar pattern; with a few stores, a restaurant, and a hotel or motel forming a core surrounded by residential homes. As the town or village evolves, the commercial core grows, and the continuity of the shops and restaurants becomes more important so that the commercial district is vibrant and walkable. Inclusion of motel and hotel as an allowable use in the CS-1 zone is more a recognition of the historical use pattern than a signal for appropriate new land uses for the village square.

A new motel or hotel in the Village Square area would likely not achieve the vibrant streetscape desired in the town core. These uses are parking intensive, somewhat seasonal in their occupancy, and often do not add to the vibrancy of the commercial street. The exception to this is found when a truly mixed-use hotel takes advantage of its location with street-facing restaurants, pubs, lobby and retail spaces at the sidewalk level.

The removal of the motel use as an outright permitted use from the CS-1 zoning (while recognizing the legitimate existing motels in the zone), is an amendment Planning staff would recommend that Council consider at a later date.

Mixed-Use Buildings:

Ucluelet's zoning bylaw contains three types of mixed-use buildings:

- Mixed Commercial/Residential
- Mixed Commercial/Resort Condo
- Mixed Industrial/Residential

These mixed uses allow the more active and public-facing commercial activity to happen on the ground level, while allowing a supportive secondary use on the upper floors. As Ucluelet is lacking smaller and attainable housing units in both owner-occupancy and rental tenure, the Mixed Commercial/Residential use was introduced into the zone.

The CS-1 Village Square zone purposefully does not contain the Mixed Commercial/Resort Condo use. The Mixed Commercial/Residential use is included in the CS-1 zone to encourage small housing units and support the commercial uses on the ground level with Staff housing options within the same building. Experience has shown that the short-term vacation rentals are simply more profitable, thus the Resort Condo use will displace the residential uses. This trend is not likely to reverse in the foreseeable future.

Resort Condo:

While the Resort Condo use has allowed some residents to become part of the tourist accommodation economy, these units can become just investment properties that may not benefit the community in the way other STR accommodation models do. Hotels and Motels generally have full and part time staff, offering associated uses such as pubs, restaurants, spas, and pools. Bed and Breakfast, Vacation Rentals, and Guest House uses are secondary or subordinate to a permanent and present resident use, therefore ensuring that the property is a home for a permanent resident.

A residential building can be a vibrant micro community, a place where families interact, and the residents know each other as neighbors. Hotels and motels can also be a big part of a community with some obvious examples within Ucluelet. Resort condominium buildings, often with nonresident owners, can be vacant places in the daytime and weekdays, and see an influx of visitors on weekends. They do not contribute to the activity desired in the centre of town and are perhaps best located outside the Village Square.

It should be noted that the DP part of this application can still proceed regardless of the defeat or approval of the rezoning request.

Official Community Plan - Development Permit

The subject property is currently designated in the Development Permit Area No. 1 (Village Square), This DP area is established for the purposes of:

- Revitalization of an area in which a commercial use is permitted; and,
- Establishment of objectives for the form and character of development in the resort region.

Revitalization of an area in which a commercial use is permitted.

The site is currently vacant except for the foundation of the burnt-out structure of the Driftwood Restaurant. The proposed development is a step forward and encouraged if there is a commercial element occupying the ground floor with residential units above.

Establishment of objectives for the form and character of development in the resort region.

Site layout

The applicant is proposing a similar site layout to past applications with the building being located close to the front yard setback and a reduced drive aisle along the northwest property line. Generally, it is required to have an access aisle of a minimum of 6m but because of the narrow nature of this property a reduced aisle can be supported. If the property to the north were to develop, they would be encouraged to combine their aisle with the aisle of this proposal. The building's waste and recycling is to be kept in a screened area to the rear of the parking lot.



(Figure 6 – Proposed Site Plan)

Landscaping

The frontage area is to be mostly hardscaped with landscaping in native species adjacent to the parking area where possible. Details of the sidewalk slope, materials and planting have not

been provided. Providing details and a security deposit for the streetscape improvements should be a condition of the DP.

Building Massing

The 2-1/2 storey building is appropriate for the Village Square. It is acknowledged that the building will be different from other buildings on Cedar Road. The scale of the building and proximity to the sidewalk is a departure from what is currently found on the street but is perhaps more indicative of what can develop along this portion of the Village Square over time.

The sides of the building at the front present a tall uninterrupted wall – these corners would be most visible when approached along Cedar Road. The building would better meet the design guidelines if there were additional windows or building openings placed at all levels on those corners (see side elevation, **Figure 5**).

Exterior Building Materials

The proposed building has two colors of corrugated metal siding, metal roofing, and black trim that mimics a cannery-type building and is consistent with the Village square DP guidelines.

Fire Access

The one 4m access proposed is not ideal but with the short approach a fire apparatus can stage directly in front and still access three faces of the building. It is recommended that confirmation of suitability of the proposed emergency access and/or additional fire suppression measures within the building be a subject to this DP.

Servicing

The subject property will require a servicing review prior to building permit.

ZONING:

The subject property is currently zoned CS-1 Village Square and from the information provided the building would conform to the regulations for size and siting of this zone.

TIME REQUIREMENTS – STAFF & ELECTED OFFICIALS:

Should the application proceed, staff time will be required to process the Development Permit.

FINANCIAL IMPACTS:

There are no direct financial implications to the District by advancing the proposed Development Permit. Development Cost Charge (**DCC**) contributions will be collected at building permit at \$9,720 per unit and \$66.22 per meter square meter for commercial space.

POLICY OR LEGISLATIVE IMPACTS:

The Development Permit aspect of this proposal is consistent with the District of Ucluelet's Official Community Plan.

OPTIONS:

The proposed building consisting of two residential units over two units of commercial or work/live, is fully consistent with the Village Square guidelines. The proposed zoning amendment is not supported as it does not represent a benefit to the community. Alternatively, Council could consider the following:

2. **THAT** Council, in regard to Lot D, Plan VIP4011, Clayoquot District - 1672 Cedar Road, authorize the following as requested by the applicant:
 - a. the issuance of Development Permit DP20-13 for a four-unit 2-1/2 storey building and associated landscaping, sidewalk, and parking area; and,
 - b. the preparation of a zoning amendment bylaw that would add the Resort Condo as an allowable use on both the ground floor and second storey of the building; or,
3. **THAT** Council, provide alternative direction to staff.

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



Appendix A

July 13, 2020

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

Dear Mr. Towgood,
Please accept this letter as part of the Rezoning and Development Permit and Zoning Bylaw Amendment Application for 1672 Cedar Road, Ucluelet.

The purposes of this application are to allow for use of a proposed mixed-use building with two residential units on the upper floor for long term or vacation rental; and flexible use of the main floor to allow for live/work, commercial, long term accommodation, or vacation rental.

Current zoning CS-1: Village Square Commercial allows for mixed-use of hotel, commercial, and residential however, vacation rental is not identified. Based on the identified OCP focus for tourist accommodation and commercial use, I believe allowing vacation rental aligns with intended use of the area. The intent is to allow for flexibility so the property can meet market needs. Specifically, this application is to allow for "Resort Condo" to be added to allowable principle uses of this property.

This area is named in the Draft 2018 OCP, under Policy 3.53, as Village Square which identifies multifamily and tourist accommodation: *Tourist accommodation (e.g. boutique hotels) and supporting uses are encouraged (e.g. eating and drinking establishments) to locate in the Village Square designation.* While this is not a boutique hotel, having the ability to serve the tourist accommodation market with highly desired self-contained accommodations is suited.

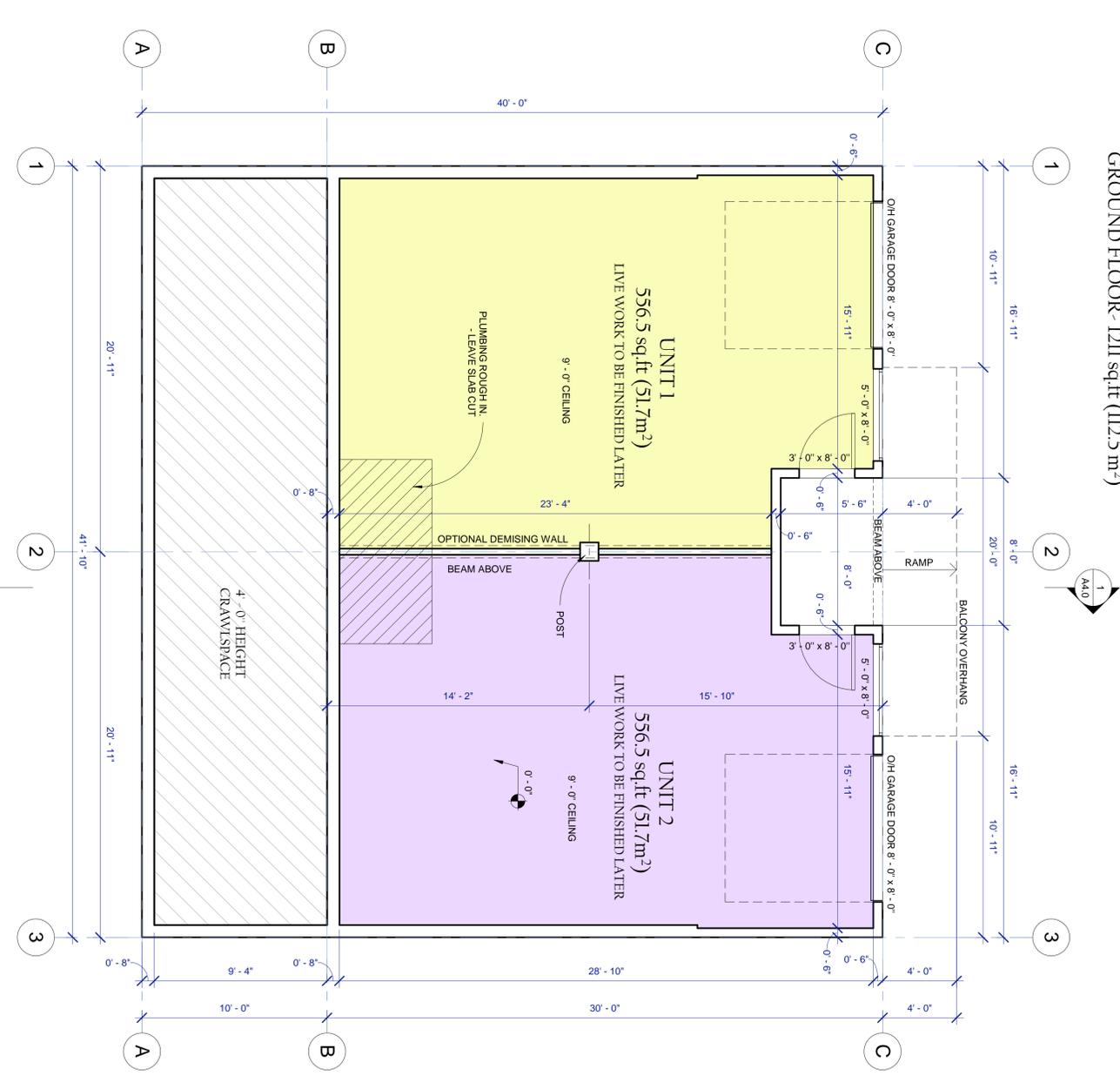
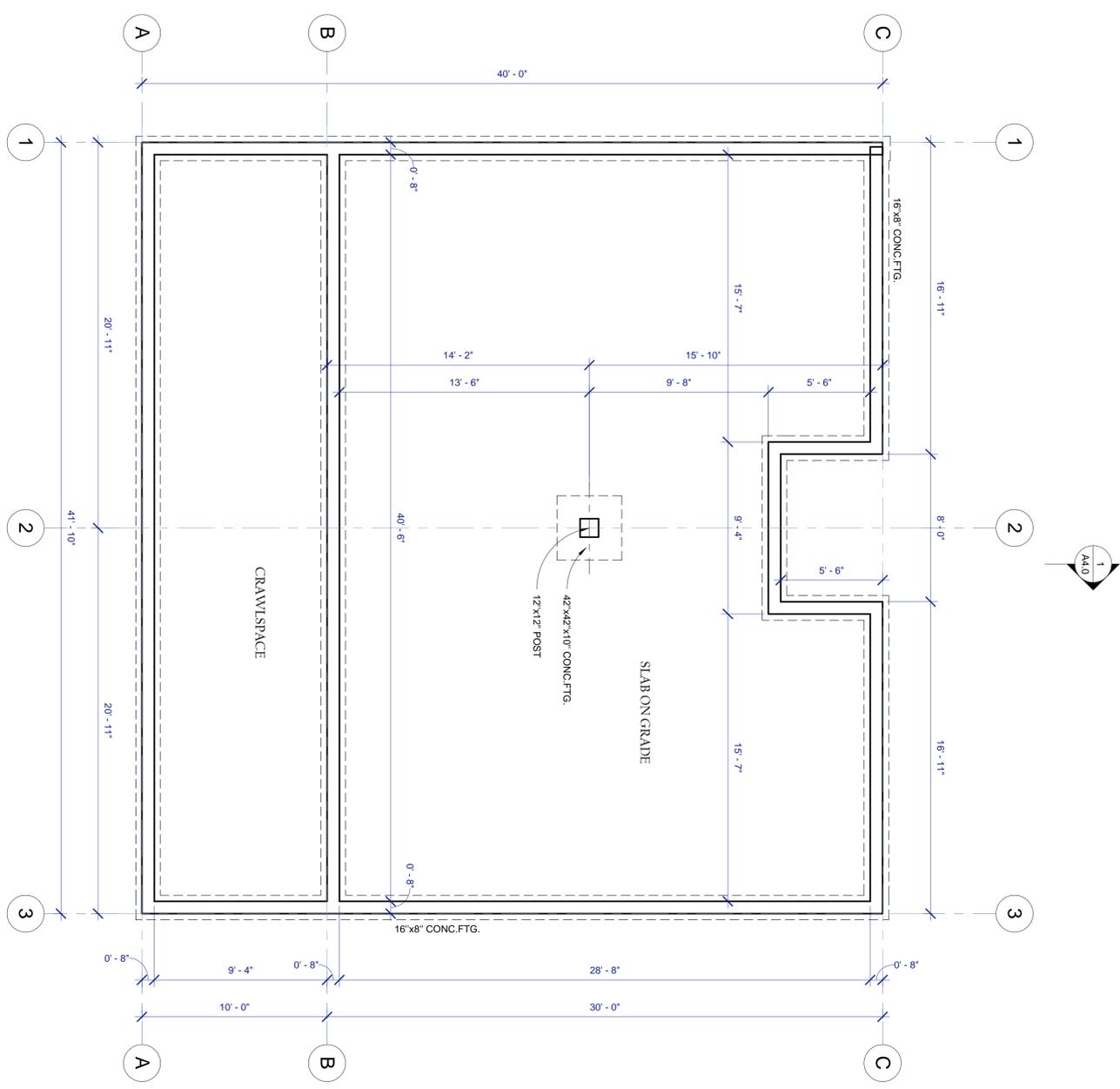
Design has been developed to meet the following excerpts from page 45 of the 2018 Draft OCP: *The Village Square has the community's highest densities and building forms yet is designed to respect views and existing character. It is appealing and safe for pedestrians of all ages. The architectural style and urban design of the Village Square reflects Ucluelet's unique history and coastal context. High quality urban design enhances the public realm and the pedestrian environment. Village Square uses are designed to transition sensitively to adjoining areas.* It is designed to emphasize the desired street presence rather than a building set to the rear, working with the natural grade of the property, and relatively low density that suits the transition from surrounding uses to the downtown core. Simple architectural styling and metal siding with a modern influence is in keeping with the maritime theme.

Sincerely,

Guthrie LeFevre

AFC Industries Ltd.

111 – 2459 Cousins Avenue, Courtenay, BC, V9N 3N6
Phone 250-897-1789 / Fax 250-897-1786 / www.afcconstruction.com

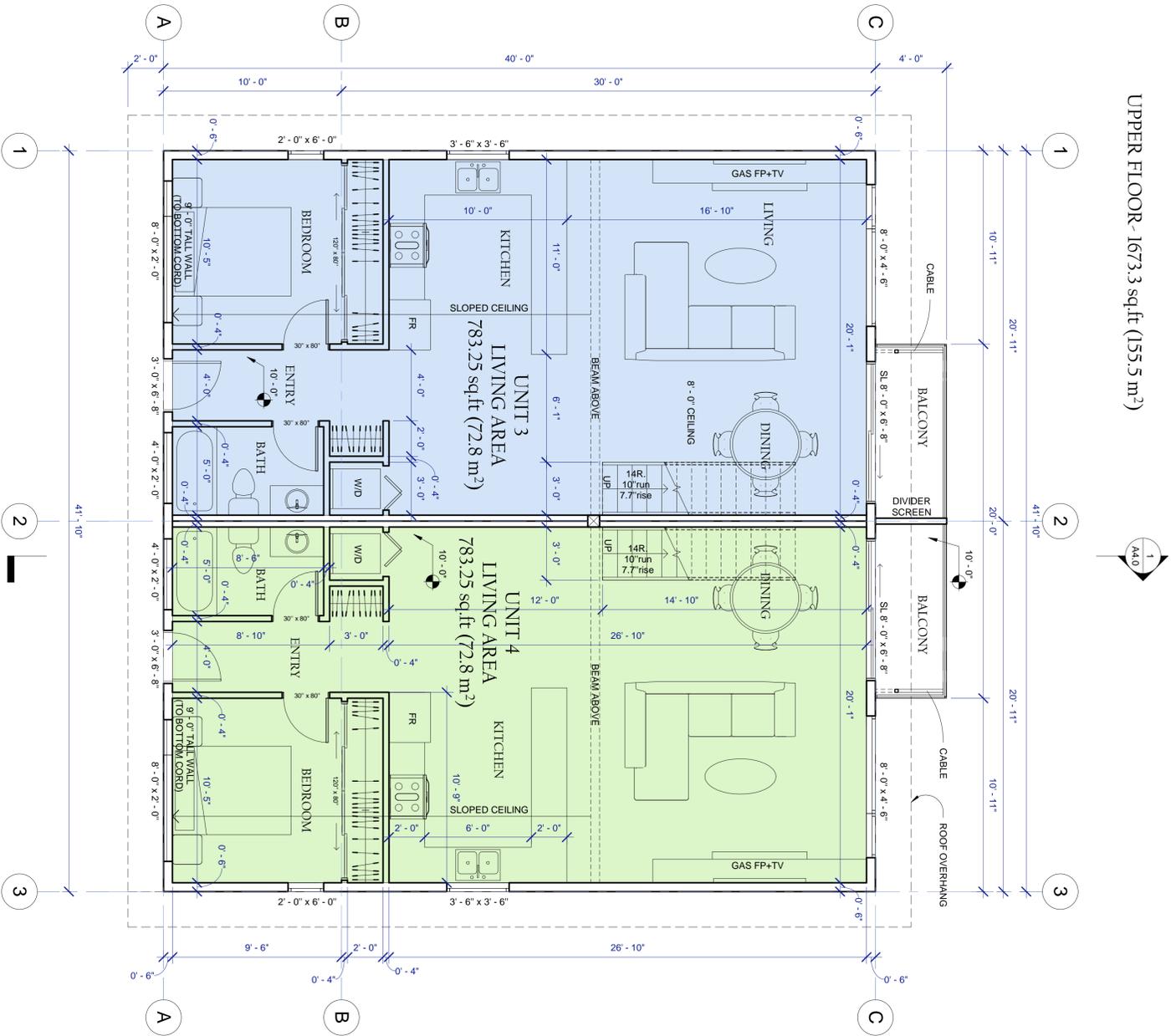


No.	Date	Issue	Revision Notes
A	2/24/21	Permit set	ISSUED

Aspire Custom Designs
 1165 Park Street, Suite 110
 University Heights, OH 44118-1656
 Phone: (216) 251-1166
 Email: info@aspirecustom.com

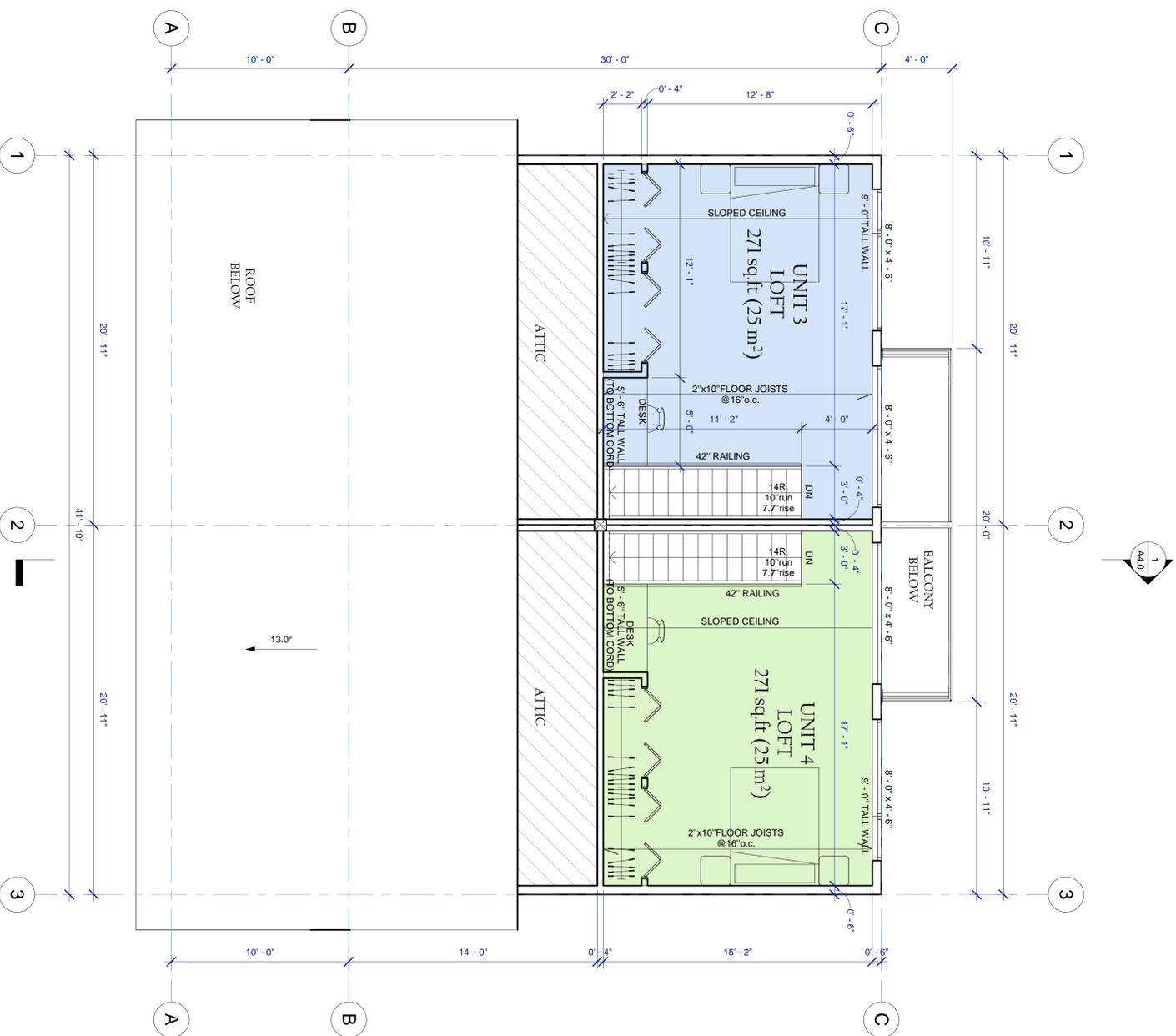
Client: 1672 CEDAR RD NEW BUILDING
Project: FOUNDATION PLAN, GROUND FLOOR PLAN
Scale: 1/4" = 1'-0" (AS SHOWN)
Sheet: A20 of 7 Sheets
Date: 2/24/21

UPPER FLOOR - 1673.3 sq.ft (155.5 m²)



UPPER FLOOR PLAN
1/4" = 1'-0"

LOFT PLAN

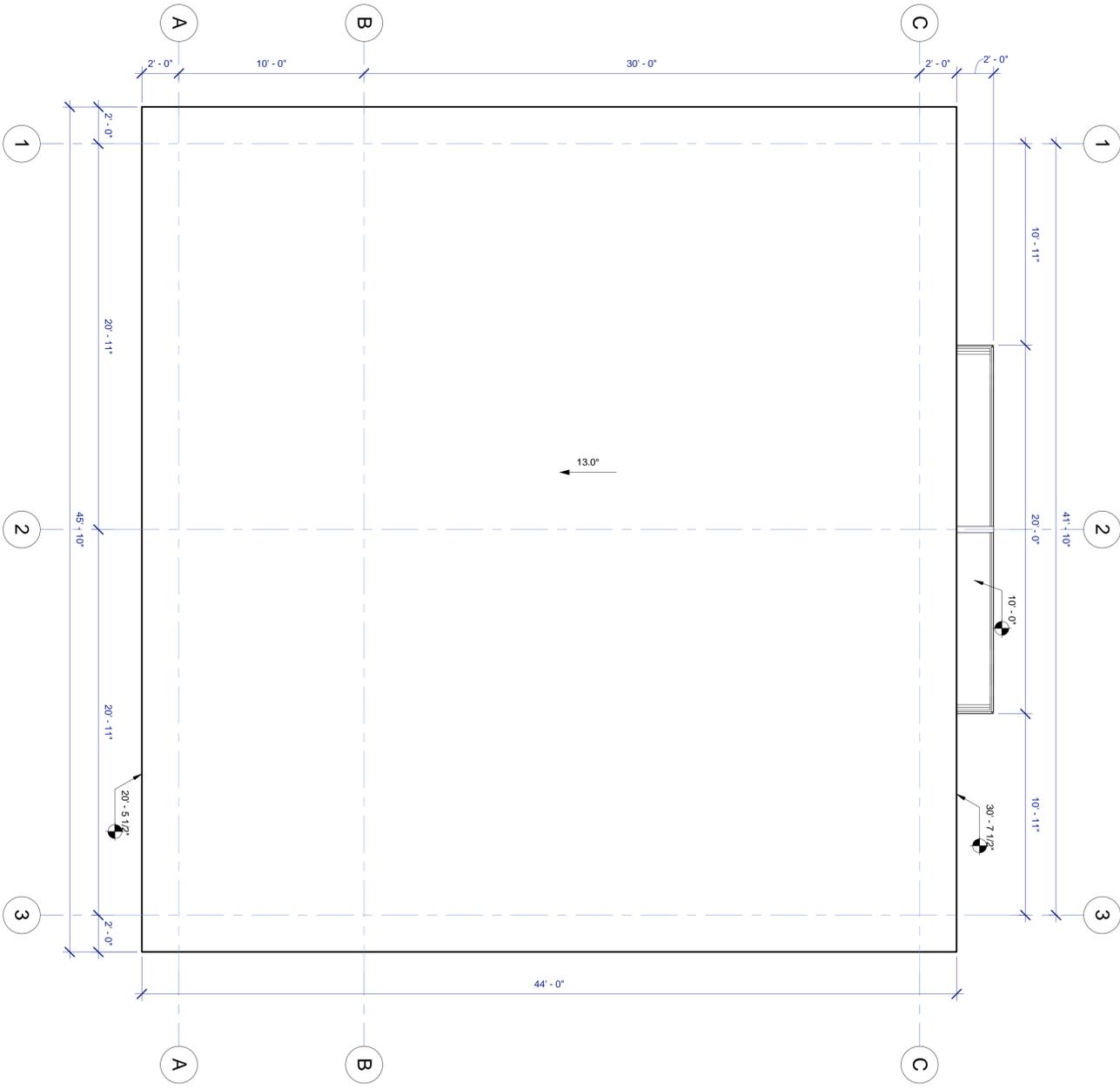
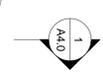


LOFT PLAN
1/4" = 1'-0"

No.	Date	Issue	Revision Notes
A	12/10/21	Permit set	

Aspire Custom Designs
 1165 Park Street, #110
 University Heights, OH 44116-1666
 Phone: 216-224-1166
 Email: info@astiredesigns.com

1672 CEDAR RD
 NEW BUILDING
 UPPER FLOOR PLAN
 LOFT PLAN
 2019/24
 L. BAKER
 1/4" = 1'0" OR AS SHOWN
 A2.1
 2021/21, 2021
 7-Sheets



ROOF PLAN
1/4" = 1'-0"



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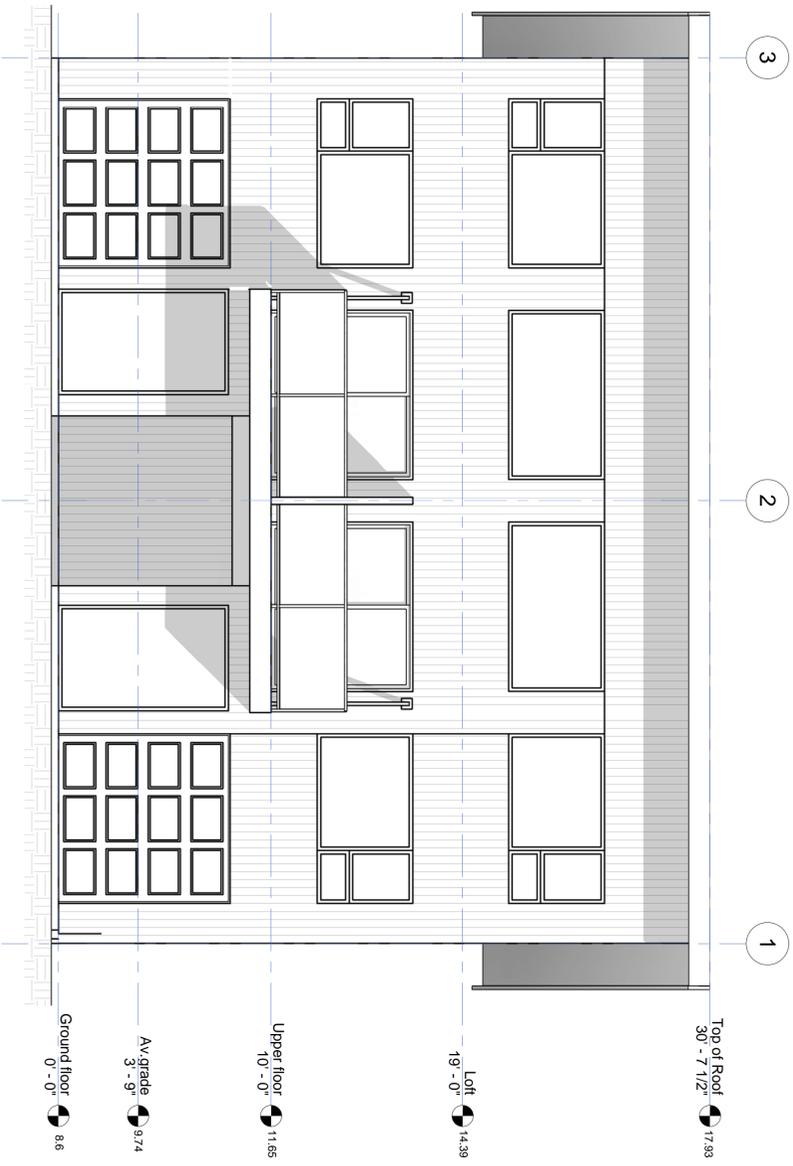
No.	Date	ASPT	Revision/Notes
A	12/13/21	Permit set	Issue notes

Aspire Custom Designs
 145 Park Street
 Westborough, MA 01581
 Phone: 508-853-1155

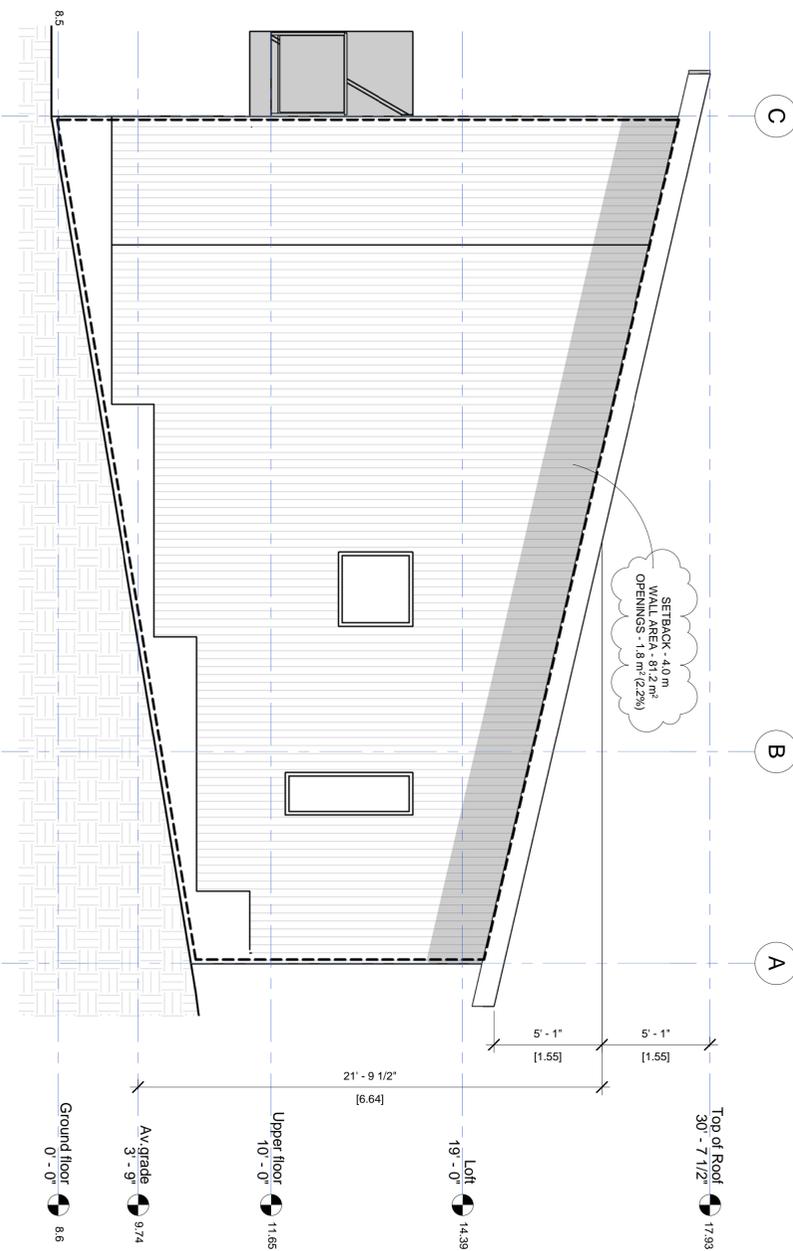
1672 CEDAR RD
NEW BUILDING

ROOF PLAN

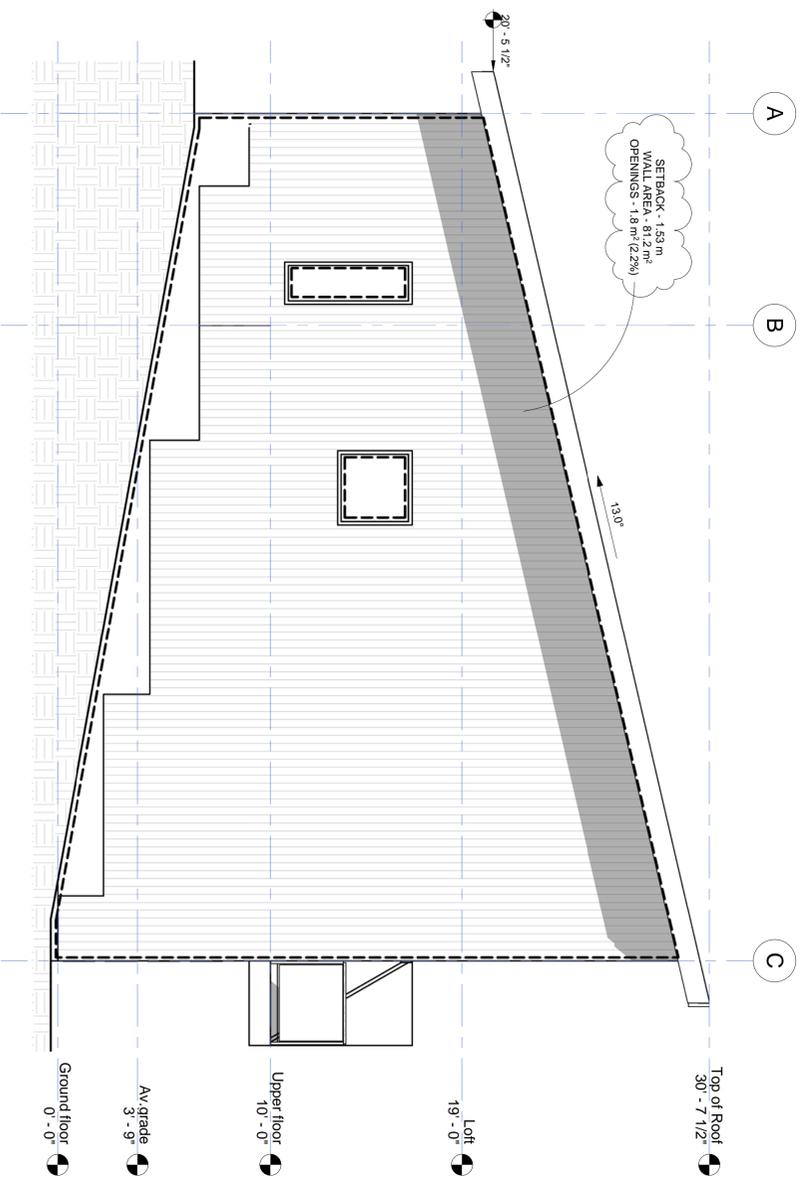
Date: 2019/24
 Scale: 1/4" = 1'-0" (ASPT)
 Drawing No: **A22**
 Date: 08/21, 2021
 Sheets: 7 of 8



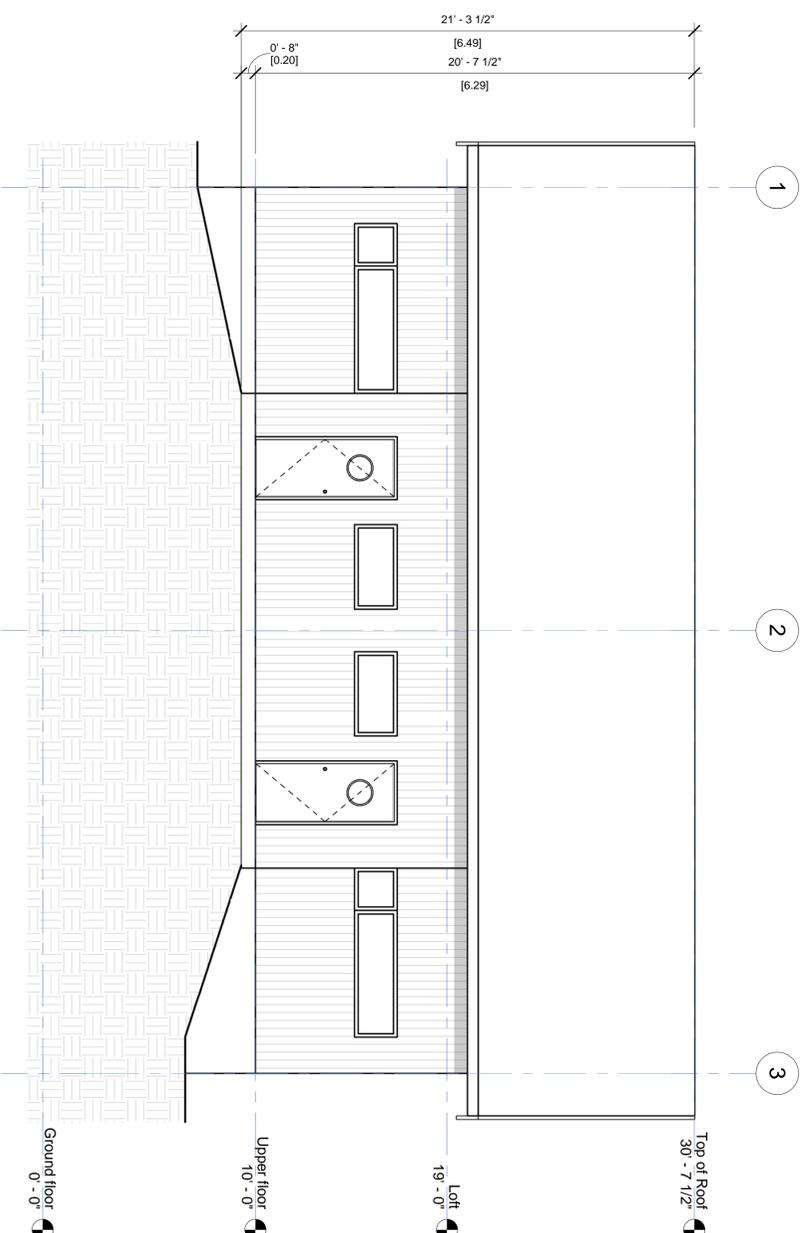
FRONT ELEVATION (NORTH)
1/4" = 1'-0"



WEST SIDE ELEVATION
1/4" = 1'-0"



EAST SIDE ELEVATION
1/4" = 1'-0"



REAR ELEVATION (SOUTH)
1/4" = 1'-0"

No.	Date	By	Revision/Notes
A	2/24/21	Permit set	Issue notes

ASTIRE Custom Designs
 145 Park Street, Unit 10
 Lunenburg, Nova Scotia B4A 1R6
 Phone: 902-531-1555

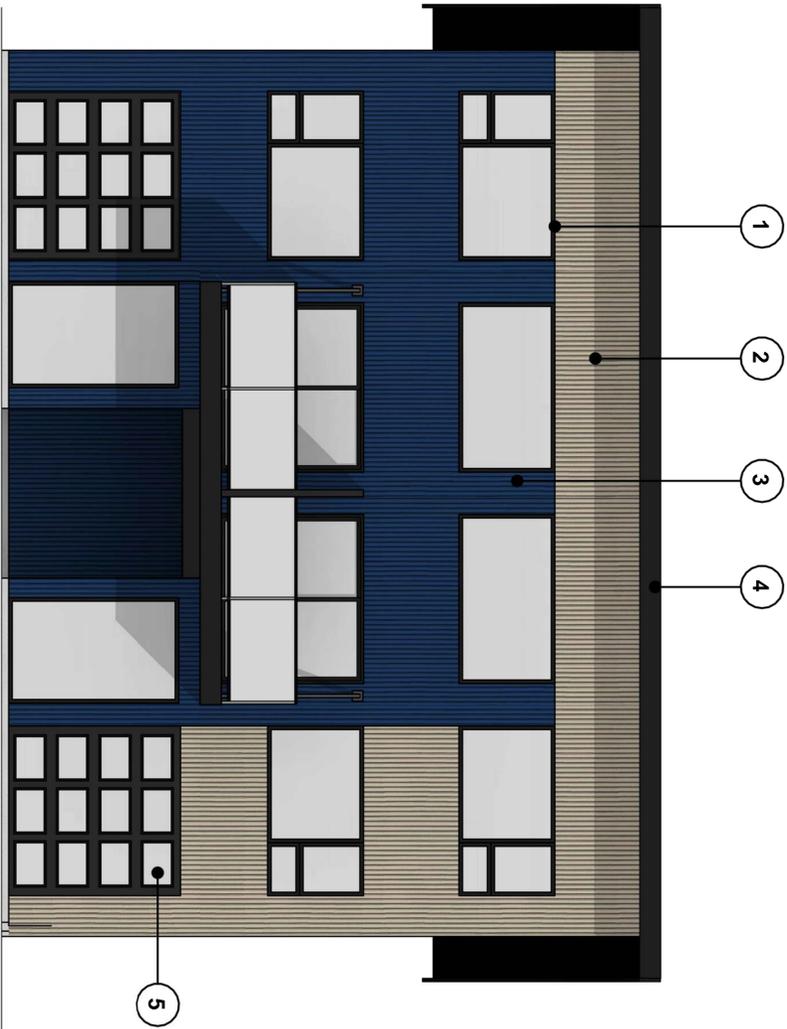
**1672 CEDAR RD
 NEW BUILDING
 ELEVATIONS**

2019/1/24
 L. Beard
 1/4" = 1/8" or 8x/10x
A3.0
 20/21, 2021
 7-Sheets

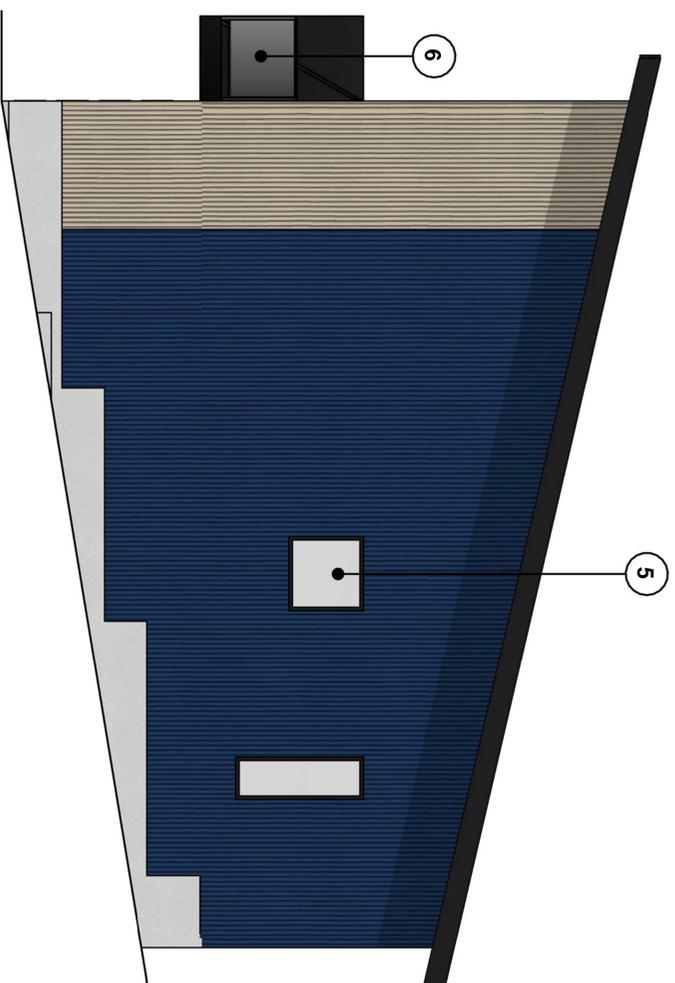
Development Permit and Rezoning Request for 1672 Cedar Road John Towgood...

LEGEND

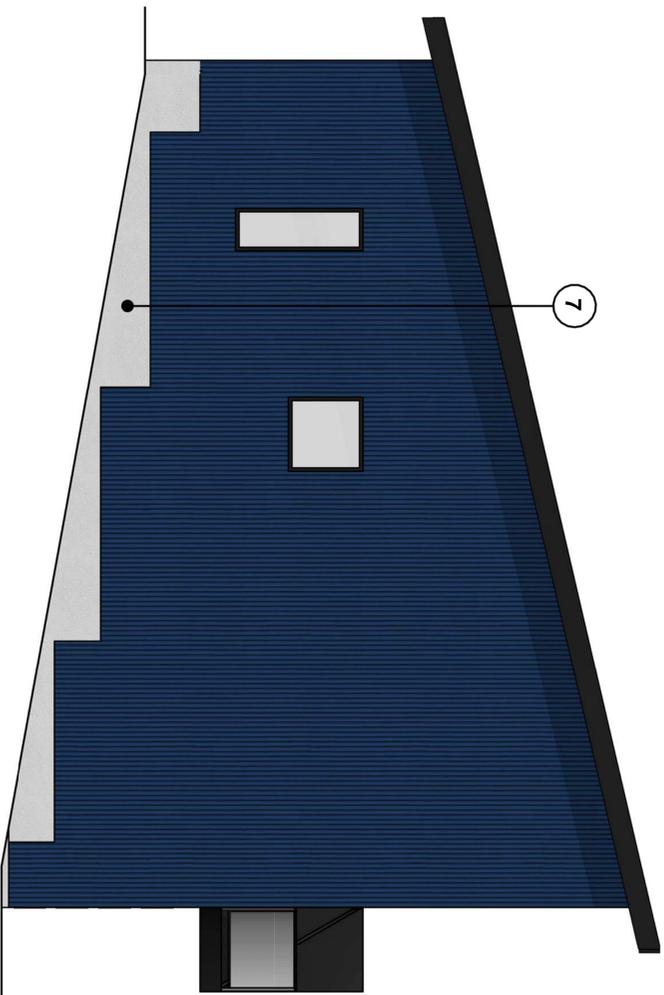
- 1 - METAL FLASHING
- 2 - CORRUGATED METAL SIDING, STONE GREY
- 3 - CORRUGATED METAL SIDING, HERON BLUE
- 4 - 2"X12" FASCIA, CHARCOAL GREY
- 5 - CLEAR GLAZING
- 6 - 42" GLASS RAILING SYSTEM
- 7 - CONCRETE FOUNDATION WALL
- 8 - ENTRY DOOR, CHARCOAL GREY
- 9 - 42" GLASS RAILING SYSTEM



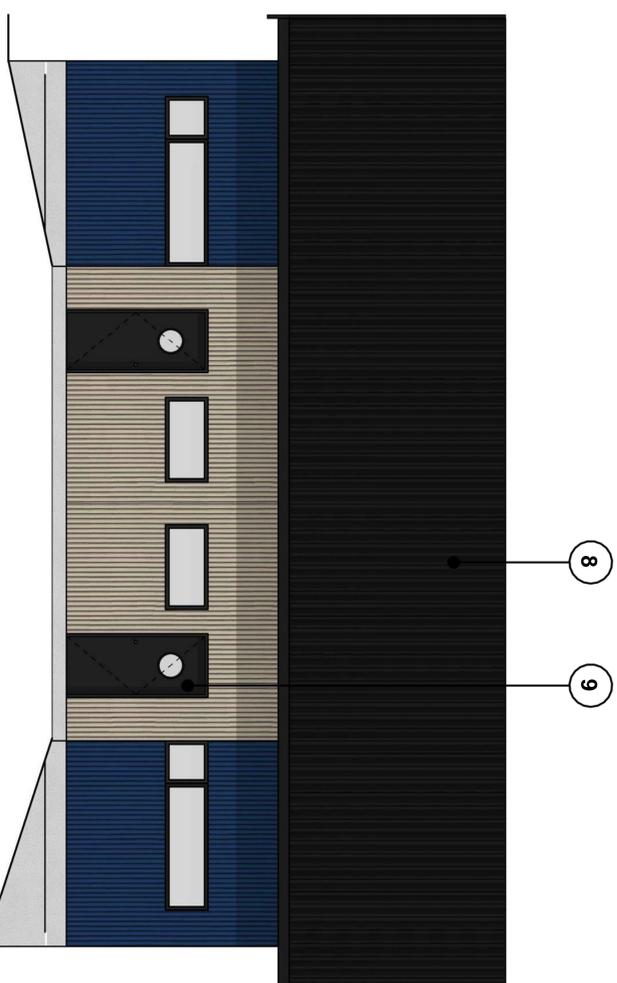
FRONT ELEVATION



WEST ELEVATION

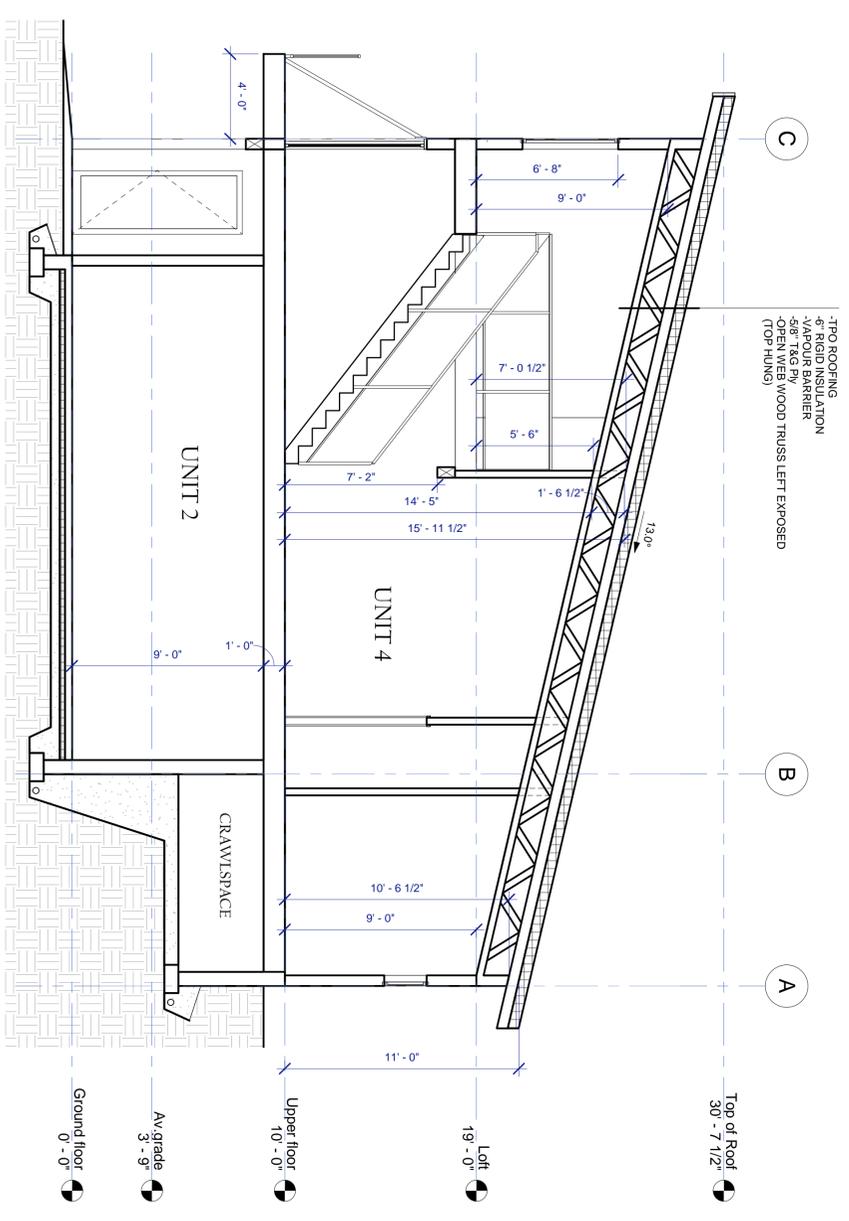


EAST ELEVATION



REAR ELEVATION

No.	Date	Issue	Revision Notes
A	12/11/21	Permit set	
No.	Date	Issue Notes	
Astire Custom Designs 1165 Park Street Victoria, British Columbia V8W 2E6 Phone: 250-415-1866			
Project: 1672 CEDAR RD NEW BUILDING			
ELEVATIONS			
Drawn by	L. Baker	Date	2019/12/11
Checked by	L. Baker	Date	14/12/21
Scale	1/4" = 1'0" @ 8 1/2" x 11"		
Sheet No.	A3.1		
Sheet Count	7 Sheets		
Project No.	2019-001		



BUILDING SECTION
 1/4" = 1'-0"

No.	Date	ASPT	Revision Notes
A	12/11/21	Permit set	Issue notes
No.	Date		Issue notes
Aspire Custom Designs 1165 Park Street Victoria, British Columbia V8P 1G5 University Blower 250-415-1666			
Project: 1672 CEDAR RD NEW BUILDING			
Drawing: BUILDING SECTION			
Author	L. Beard	Date	2019/12/24
Checker	L. Beard	Date	14" = 1'0" OR AS NOTED
Scale			A4.0
Printed	2021/07/21	Sheet	7 of 7

Appendix B

DEVELOPMENT PERMIT DP20-13

Pursuant to section 488 of the Local Government Act, R.S.B.C 2015 C.1 as amended:

1. This Development Permit is issued to:

1239620 BC LTD.

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

Lot D, Plan VIP4011, District Lot 282, Clayoquot Land District; 1672 Cedar Road (The "lands"):

3. This Development Permit is issued subject to compliance with all bylaws of the District of Ucluelet.
4. This permit is subject to the registration, on title of the lands, a modification of Covenant CA7109503 that reflects **Schedule A** of this Permit.
5. This Permit authorizes the following improvements on the Lands:
 - a) One four-unit mixed use building consisting of two residential units on the upper floor and two commercial units at ground level.
 - b) One bike storage building and screened garbage enclosure.
 - c) 1.8m concrete sidewalk along the property frontage.
 - d) Landscaping/hardscaping of the frontage, front yards and side.
 - e) Concrete curbed parallel parking traffic calming bump out landscape inside to the Master Municipal Construction Documents and Transportation Association of Canada standards.
 - f) Concrete vehicle access ramp and defined gravel parking areas.
 - g) Underground water, sewer, storm drain, electrical (overhead connection to the building) and private utilities
 - h) All exterior lighting to be full cut-off and night sky compliant.
6. This development permit is subject to the owner providing complete landscape drawings and security deposit for 125% of the estimated cost of the sidewalk, landscaping, and hardscape works along the frontage, side yards, and rear yard.
7. This development permit is subject to security deposit for all frontage works.
8. These improvements apply only in the locations indicated, and otherwise in accordance with, the drawings and specifications attached to this Permit as **Schedule A**.
9. The work authorized by this Permit may only be carried out in compliance with all federal, provincial, and municipal statutes, regulations, and bylaws. The owner is responsible for ensuring that the timing of the work and any required permits or notifications by other agencies are obtained as required to comply with all applicable regulations.
10. 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.
11. The owner shall substantially commence the development within 24 months of the date of issuance, after which this permit shall be null and void.



- 12. This Permit is NOT a Building Permit.
- 13. **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.

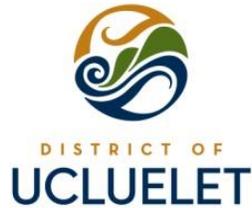
AUTHORIZING RESOLUTION passed by the Municipal Council on the day of , 2021 .

ISSUED the day of , 2021.

Bruce Greig - Manager of Community Planning

DRAFT

Schedule A
(See Appendices A)



STAFF REPORT TO COUNCIL

Council Meeting: February 9, 2021
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM:	JOHN TOWGOOD, PLANNER 1	FILE NO:	3060-20 DP20-16
SUBJECT:	DEVELOPMENT PERMIT AND COVENANT MODIFICATION FOR 590 MARINE DRIVE	REPORT NO:	20-15
ATTACHMENT(S):	APPENDIX A – APPLICATION APPENDIX B – COVENANT CA7109503 APPENDIX C – DP20-16		

RECOMMENDATION:

1. **THAT** Council, in regard to Lot B, District Lot 281, Clayoquot District, Plan VIP82211 (590 Marine Drive), authorize the following:
 - a. modification of Covenant CA7109503 to reflect the six-unit multifamily building and associated landscaping, sidewalk, and parking area proposed in this application.
 - b. issuance of Development Permit DP20-16 for a six-unit multifamily building and associated landscaping, sidewalk, and parking area, subject to the Developer providing:
 - i. final detailed civil and landscape plans, for review and approval by District staff;
 - ii. cost estimate of the proposed off-site works and landscaping; and,
 - iii. landscape security deposit in the amount of 125% of the estimated cost of the proposed works.

PURPOSE:

To provide Council with information on a Development Permit (**DP**) application and associated request to the modification of Covenant CA7109503 for Lot B, District Lot 281, Clayoquot District, Plan VIP82211 -590 Marine Drive (the “**Subject Property**”).



Figure 1 – Subject Property

BACKGROUND:

November 27, 2018 Council approved a zoning amendment, a DP, and authorized covenant CA7109503 be placed on the title of the subject property that would ensure the building proposed in the rezoning application was the building that would be built. The property owner has now made an application to revise the building design. Since the proposed building is substantially different, the applicant is required to apply for a new DP and modify covenant CA7109503.

DISCUSSION:

Modification of Covenant CA7109503

The building approved in November of 2018 was a seven-unit multifamily building with a medium sized commercial unit with a wave type roof shape (**Figure 2**).

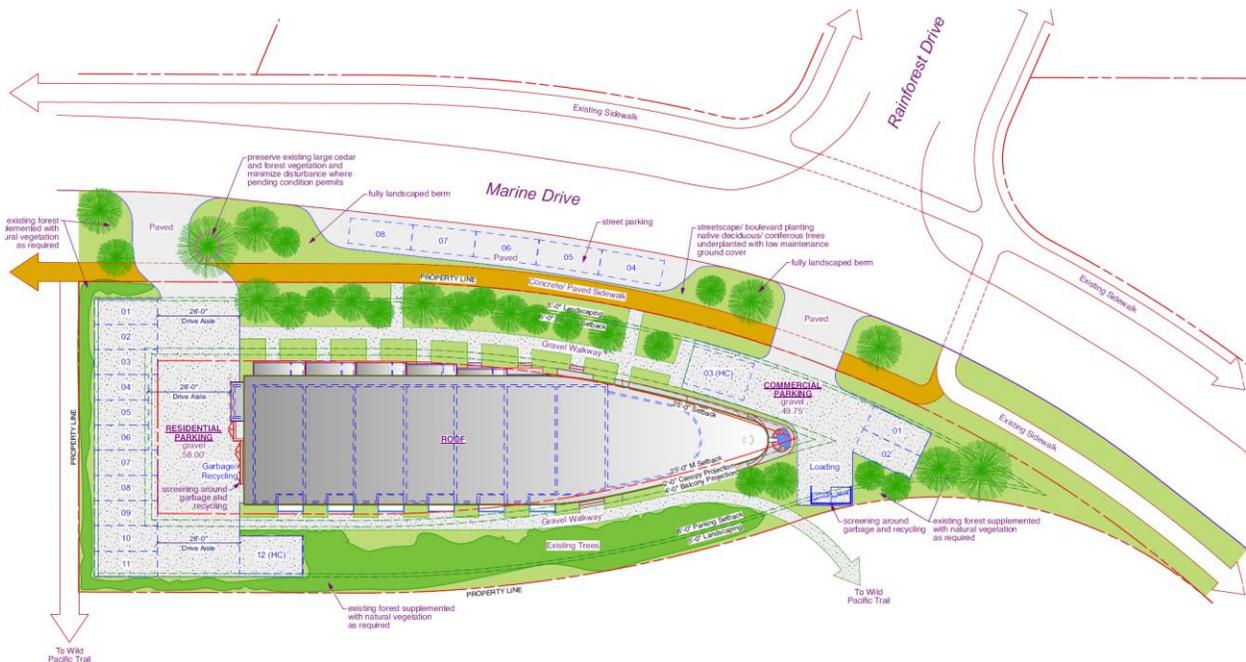




Figure 2 – Previous Design

What is being proposed now (**Figure 3**) is a six-unit multifamily building without a commercial unit.



Figure 3 – New Design

Covenant CA7109503 (**Appendix B**) was placed on the title of the subject property to ensure that the development proposed at the rezoning would be the development actually built. In amending this covenant Council should consider that any change should represent a similar community

benefit to the original proposal. The new proposed development does have a reduction in the number of multifamily units from seven to six, but on the whole, would bring six much-needed modestly sized residential units into Ucluelet's housing market. The loss of the commercial unit from the original proposal does not represent a significant loss to the community as commercial density is not an important consideration for the Marine Drive area. In regards to the building's massing, its division into two three-unit buildings, and the building's exterior materials, the changes proposed still present a quality building and a development of equal benefit to the community. Overall, the new proposal is appropriate, of equal value to the community, and is perhaps a more buildable project for this site.

Official Community Plan - Development Permit

The subject property is currently designated in the Lot 281 Development Permit Area (DPA No. 5), This DP area is established for the purposes of:

- 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.

Protection of the natural environment, its ecosystems and biological diversity

This site does not contain any significant environmental features (**Figure 4**) except for a large cedar tree towards the northern end of the property.



Figure 4 – Street view image of the Subject Property

The applicant has designed their parking layout around this cedar tree in attempt to retain it.

Protection of development from hazardous conditions

The subject property is not considered to be subject to Hazardous conditions. There are no steep slopes, and the sites buildable area is at approximately 14m above geodetic (high tide) whereas Ucluelet's Coastal Storm Flooding Planning Map indicates a minimum Flood Construction Level of 9.3m above geodetic.

Building Massing

The two three-unit two storey buildings are centrally located and set back from Marine Drive. The walk-up configuration with the parking to the side, retains the green look to the site and relays a neighbourly street building presence.

Exterior Building Materials

The buildings corrugated metal siding, stained wood siding, metal roofing, and black trim mimics cannery-type buildings and is consistent with the Lot 281 Development Permit Area guidelines.

Fire Access

The two access points proposed give adequate access to three sides of the building. The building is sprinklered and has a fire hydrant located directly in front of the property with a 4.5" connection and a flow of 150-180 LPS.

Servicing

The subject property will require a servicing review prior to building permit.

ZONING:

The subject property is currently zoned CD-3B District Lot 281 (Remainder) and from the information provided this development conforms to the zoning.

TIME REQUIREMENTS – STAFF & ELECTED OFFICIALS:

Should the application proceed, staff time will be required to process the Development Permit and work with the applicant to modify Covenant CA7109503 (all legal work to these ends will be the responsibility of the applicant).

FINANCIAL IMPACTS:

There are no direct financial implications to the District by advancing the proposed Development Permit. Development Cost Charge (DCC) contributions will be collected at building permit at \$9,720 per unit.

POLICY OR LEGISLATIVE IMPACTS:

This proposal is consistent with the District of Ucluelet's Official Community Plan.

OPTIONS:

The proposed six-unit multifamily development is consistent with the Lot 281 Development Permit Area guidelines and would be a positive addition to Ucluelet's housing spectrum. The modification of covenant CA7109503 is supported as the proposed development is a more realistic approach to building design on the subject property and is of similar benefit to the community compared to the development proposed in the 2018 zoning amendment. Alternatively, Council could consider the following:

2. **THAT** Council reject this application and provide alternative direction to staff.

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

LOT B, DISTRICT LOT 281
 CLAYOQUOT DISTRICT
 PLAN VIP82211



Appendix A



--- PRINCIPAL BUILDING SETBACK
 --- ACCESSORY BUILDING SETBACK

AVERAGE GRADE:
 UNITS 1-3 :
 A1 = 54.7'
 +B1 = 49.8'
 +C1 = 50.0'
 +D1 = 54.9'
 = 209.4' / 4 = 52.35'
 UNITS 4-6 :
 A2 = 57.1'
 +B2 = 45.15'
 +C2 = 55.5'
 +D2 = 58.6'
 = 226.35' / 4 = 56.59'

2
 PLAN
 VIP62019

5'x5'
 GARBAGE &
 RECYCLING

SITE PLAN
 1 : 200

BUILDING CODE ANALYSIS
 RESIDENTIAL TRIPLEX
 NON-SPRINKLERED BUILDING
 1-hour RATED PARTY WALL

DATA TABLE:

590 MARINE DRIVE DEVELOPMENT
 6 UNITS
 SITE AREA : 2132.2 m²
 BUILDING FOOTPRINT : 332.38 m² (15.59%)

PARKING CONCEPT:
 6 CARPORTS (3.05mx6.1m)
 5 VISITORS PARKING LOTS

SETBACKS:
 PRINCIPAL BUILDING
 FRONT YARD - 7.5m min
 REAR YARD - 7.5m min
 WEST INTERIOR SIDE YARD - 7.5m min
 ACCESSORY BUILDING
 FRONT YARD - 8.0m min
 REAR YARD - 5.0m min
 WEST INTERIOR SIDE YARD - 5.0m min

UNIT 1 Floor Area:
 Main floor area: 580.6 sq.ft (53.94m²)
 Upper floor area: 502.0 sq.ft (46.64m²)
 Total floor area: 1082.6 sq.ft (100.58m²)
 Outside storage area: 19 sq.ft (1.8m²)

UNIT 2 Floor Area:
 Main floor area: 580.6 sq.ft (53.94m²)
 Upper floor area: 502.0 sq.ft (46.64m²)
 Total floor area: 1082.6 sq.ft (100.58m²)
 Outside storage area: 15 sq.ft (1.4m²)

UNIT 3 Floor Area:
 Main floor area: 580.6 sq.ft (53.94m²)
 Upper floor area: 502.0 sq.ft (46.64m²)
 Total floor area: 1082.6 sq.ft (100.58m²)
 Outside storage area: 15 sq.ft (1.4m²)

Heights:
 Average grade : 52.35'
 Mid Roof Height : 7.69 m

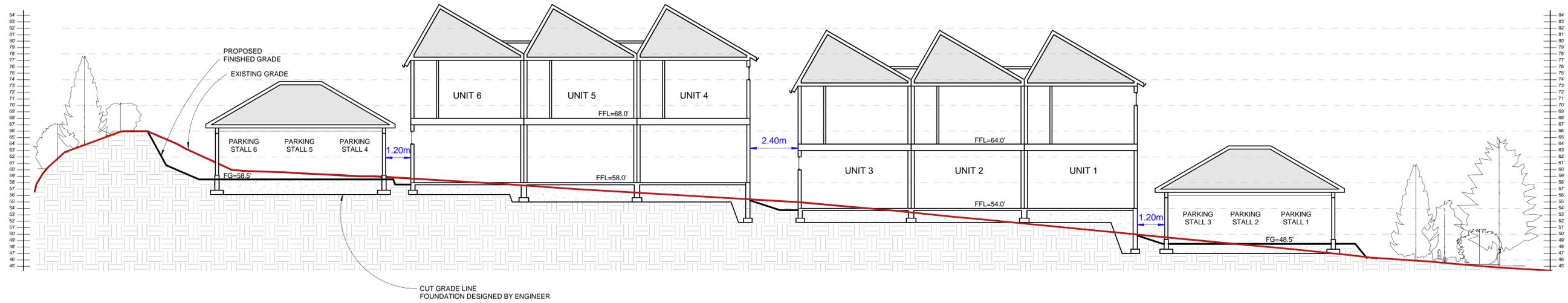
UNIT 4 Floor Area:
 Main floor area: 580.6 sq.ft (53.94m²)
 Upper floor area: 502.0 sq.ft (46.64m²)
 Total floor area: 1082.6 sq.ft (100.58m²)
 Outside storage area: 19 sq.ft (1.8m²)

UNIT 5 Floor Area:
 Main floor area: 580.6 sq.ft (53.94m²)
 Upper floor area: 502.0 sq.ft (46.64m²)
 Total floor area: 1082.6 sq.ft (100.58m²)
 Outside storage area: 15 sq.ft (1.4m²)

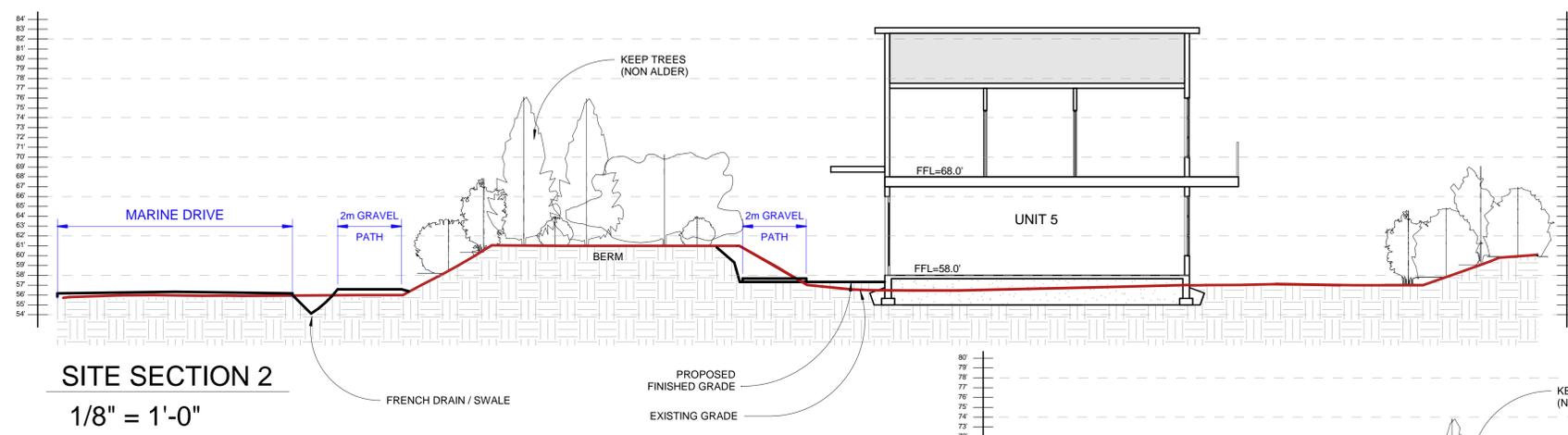
UNIT 6 Floor Area:
 Main floor area: 580.6 sq.ft (53.94m²)
 Upper floor area: 502.0 sq.ft (46.64m²)
 Total floor area: 1082.6 sq.ft (100.58m²)
 Outside storage area: 15 sq.ft (1.4m²)

Heights:
 Average grade : 56.59'
 Mid Roof Height : 7.61 m

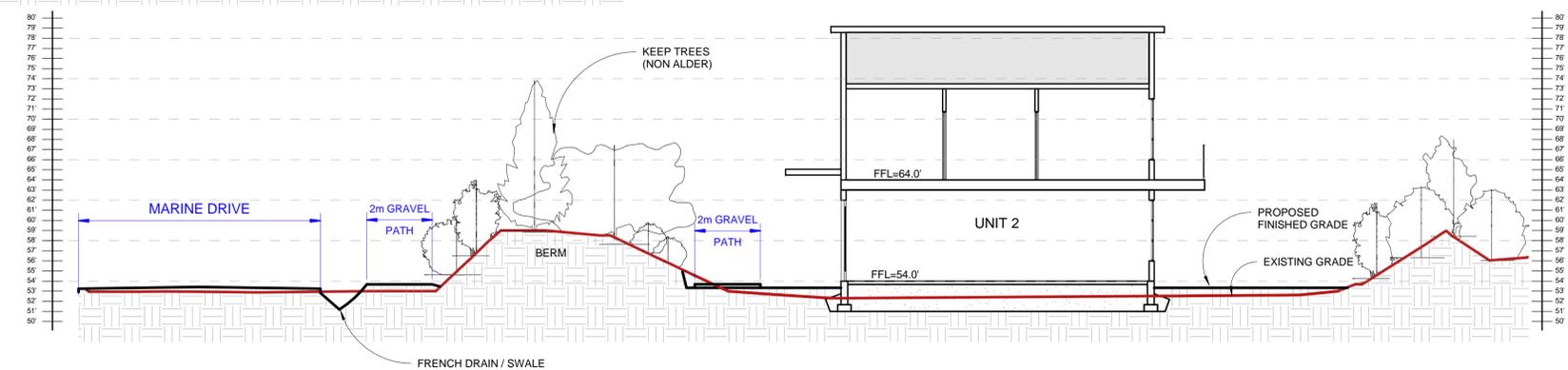
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A	21-01-19	Permit set	
No.	Date	Issue notes	
Aspire Custom Designs 1145 Bute Street Victoria BC Canada V8C 1L9 Lindsay J Baker 250-415-1856			
590 MARINE DRIVE DEVELOPMENT			
SITE PLAN / DATA SHEET			
Project	2019-04	Scale	1/4" = 1'0" or as noted
Author	L. Baker	Sheet	A1.0
Date	Jan 19, 2021	of	115
of		12	Sheets



SITE SECTION 1
 1/8" = 1'-0"



SITE SECTION 2
 1/8" = 1'-0"

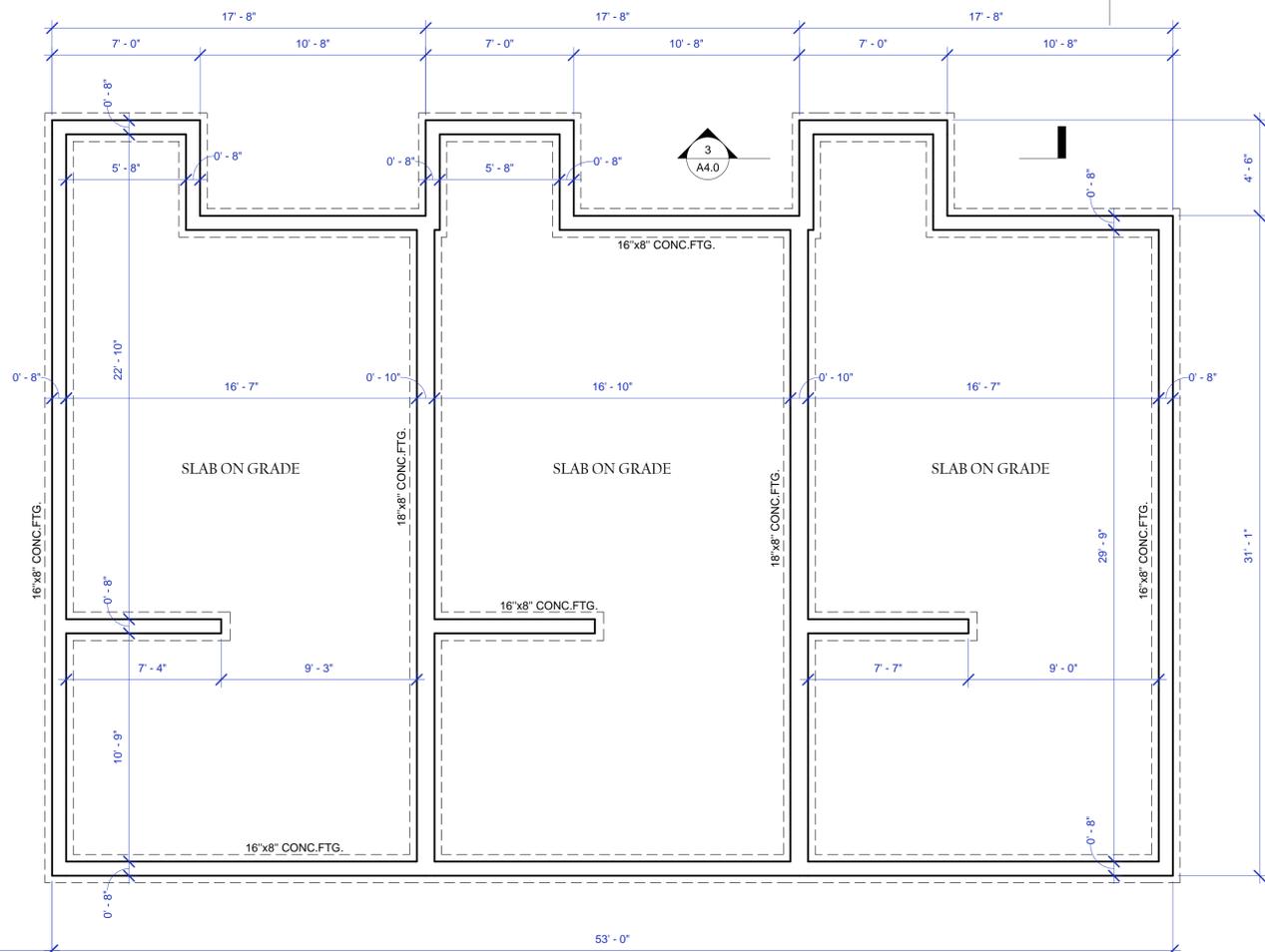
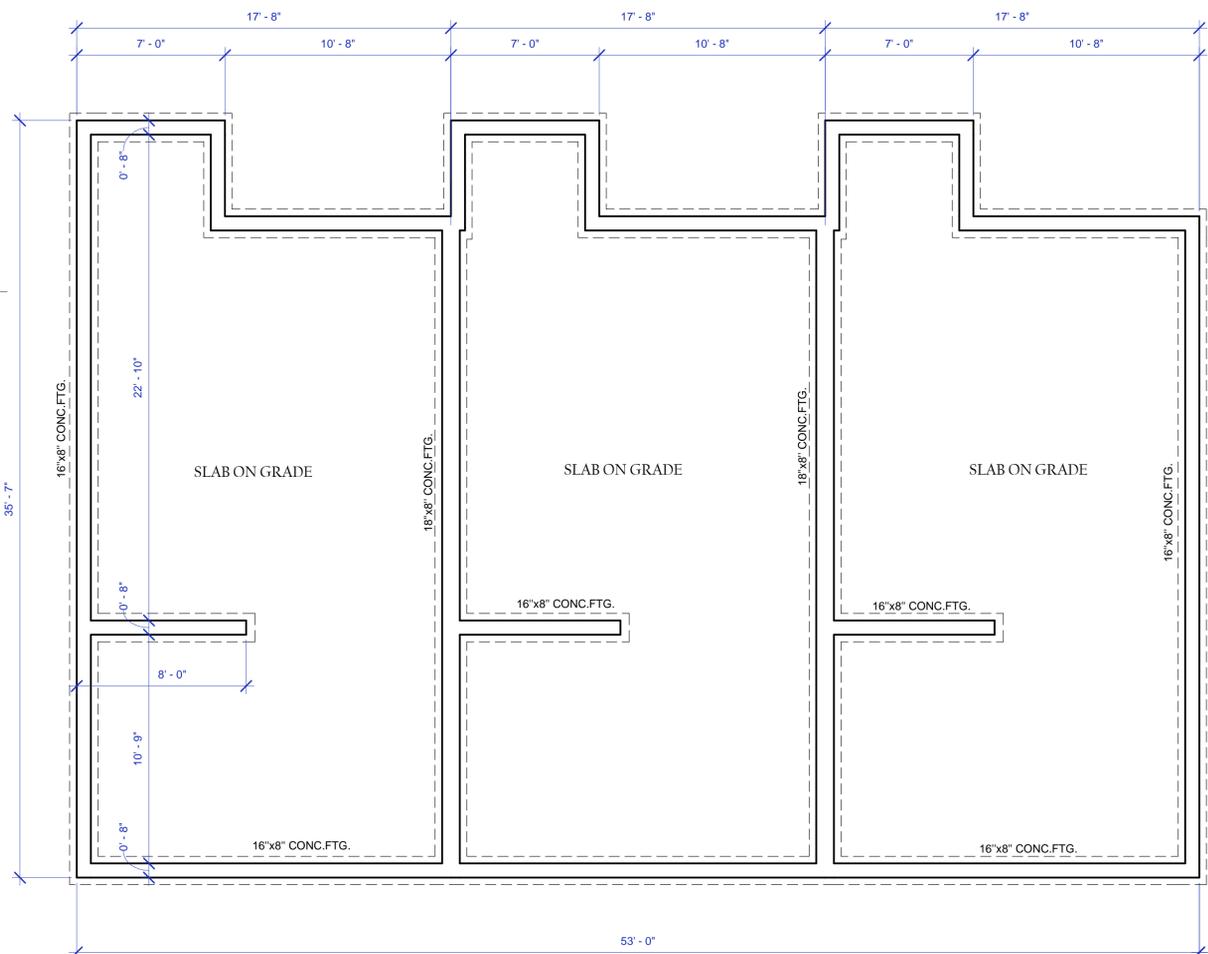


SITE SECTION 3
 1/8" = 1'-0"

No.	Date	Appr.	Revision Notes
A	21-01-19		Permit set

No.	Date	Permit set	Issue notes

Aspire Custom Designs 1145 Bute Street Victoria BC Canada V8C 1L9 Lindsay J Baker 250-415-1856	
590 MARINE DRIVE DEVELOPMENT	
SITE SECTIONS	
Prepared by L. Baker	Date 2019-04
Checked by L. Baker	Scale 1/4" = 1'0" or as noted
Date Jan 19, 2021	Sheet No. A1.1 of 12 Sheets



FOUNDATION PLAN
1/4" = 1'-0"



No.	Date	Appr.	Revision Notes
A	21-01-19	Permit set	

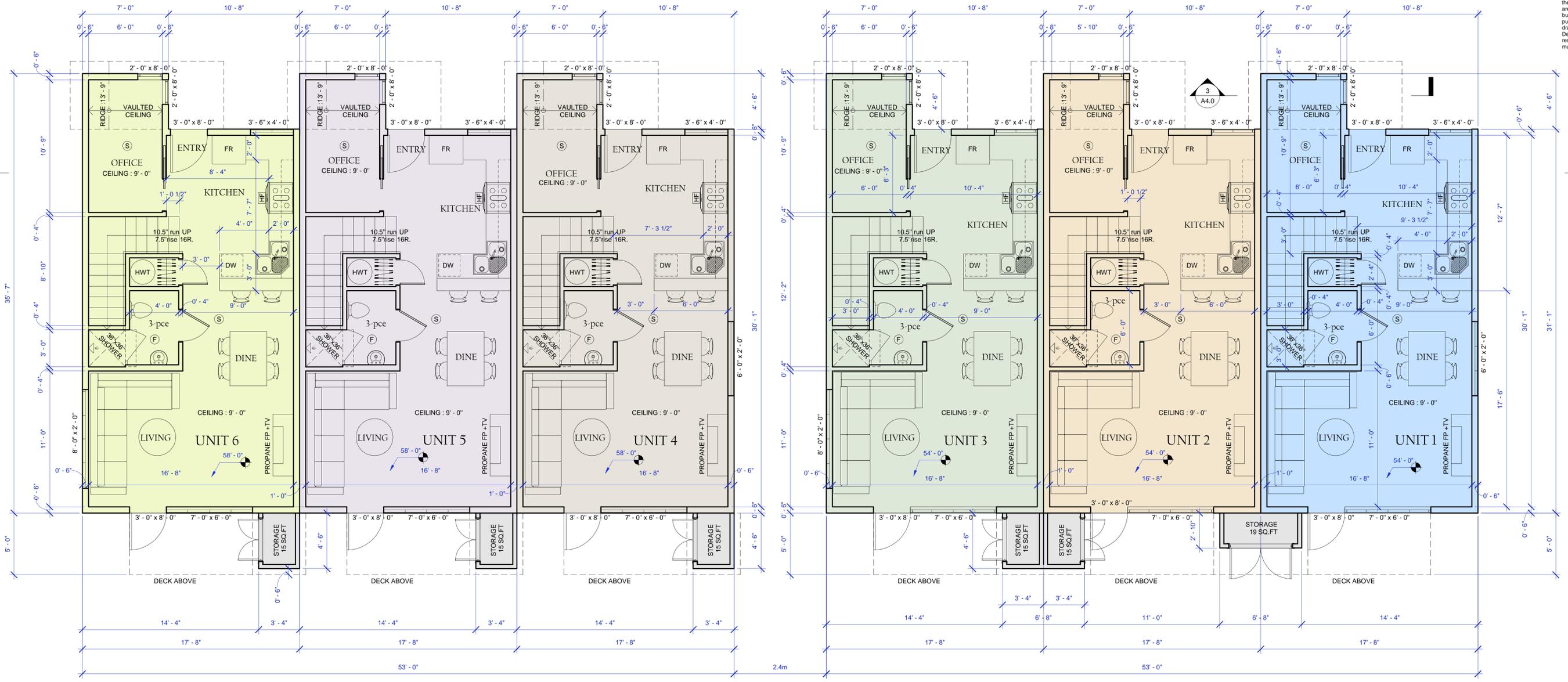
No.	Date	Issue notes

<p>Aspire Custom Designs 1145 Bute Street Victoria BC Canada V8C 1L9 Lindsay J Baker 250-415-1856</p>	
<p>590 MARINE DRIVE DEVELOPMENT</p>	
<p>FOUNDATION PLAN</p>	
<p>Project: 2019-64</p>	<p>Date: 2019-04</p>
<p>Drawn by: L. Baker</p>	<p>Scale: 1/4" = 1'0" or as noted</p>
<p>Rev: Jan 19, 2021</p>	<p>Sheet: A2.0 of 12 Sheets</p>

1
A4.0

2
A4.0

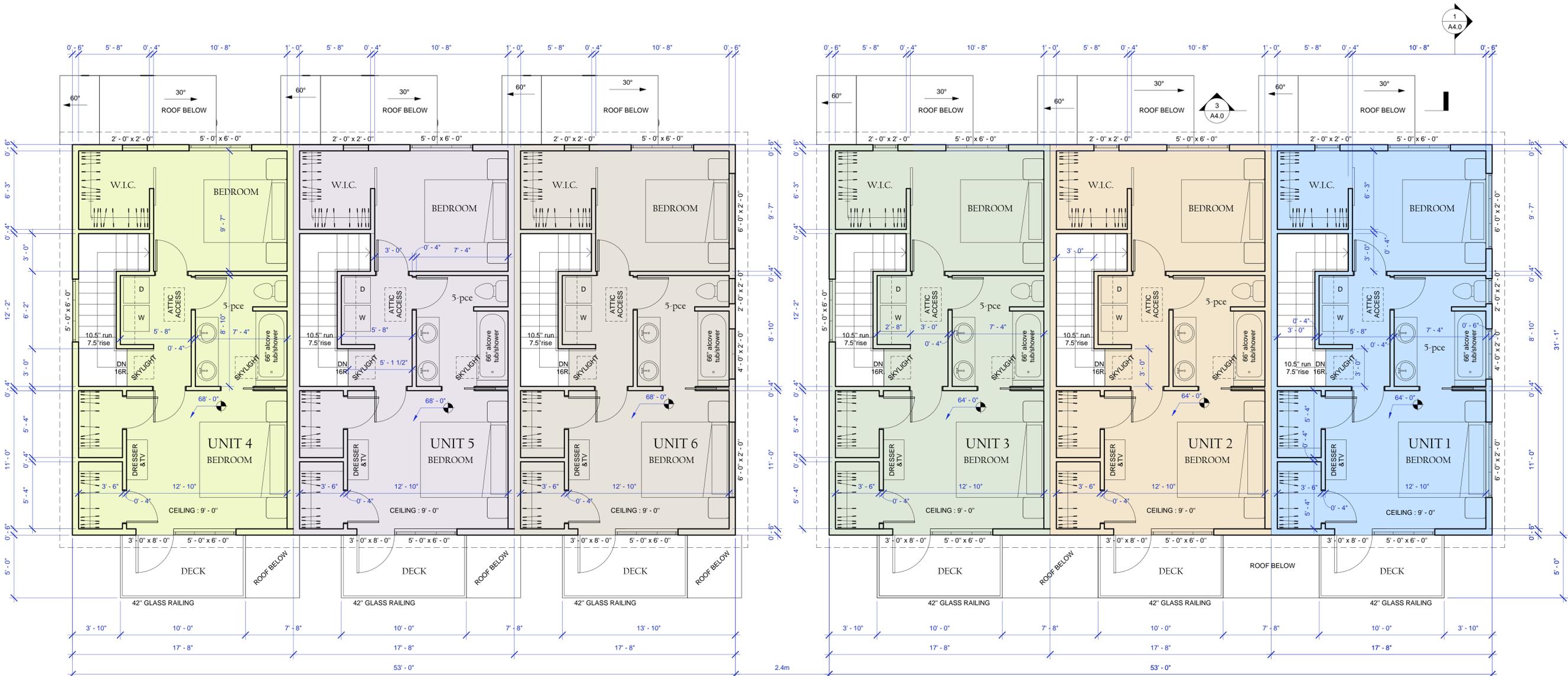
3
A4.0



MAIN FLOOR PLAN
 1/4" = 1'-0"

- UNIT 1 MAIN FLOOR - 580.6 sq.ft (53.94m²)
- UNIT 2 MAIN FLOOR - 580.6 sq.ft (53.94m²)
- UNIT 3 MAIN FLOOR - 580.6 sq.ft (53.94m²)
- UNIT 4 MAIN FLOOR - 580.6 sq.ft (53.94m²)
- UNIT 5 MAIN FLOOR - 580.6 sq.ft (53.94m²)
- UNIT 6 MAIN FLOOR - 580.6 sq.ft (53.94m²)

No.	Date	Appr.	Revision Notes
A	21-01-19	Permit set	
No.	Date	Appr.	Issue notes
Aspire Custom Designs 1145 Bute Street Victoria BC Canada V8C 1L9 Lindsay J Baker 250-415-1856			
590 MARINE DRIVE DEVELOPMENT			
MAIN FLOOR PLAN			
Prepared by	Checked	Date	2019-04
L. Baker			
Reviewed by	Scale	1/4" = 1'0" or as noted	
L. Baker			
Jan 19, 2021			
A2.1		Page 30 of 115 of 12 Sheets	



UPPER FLOOR PLAN
 1/4" = 1'-0"

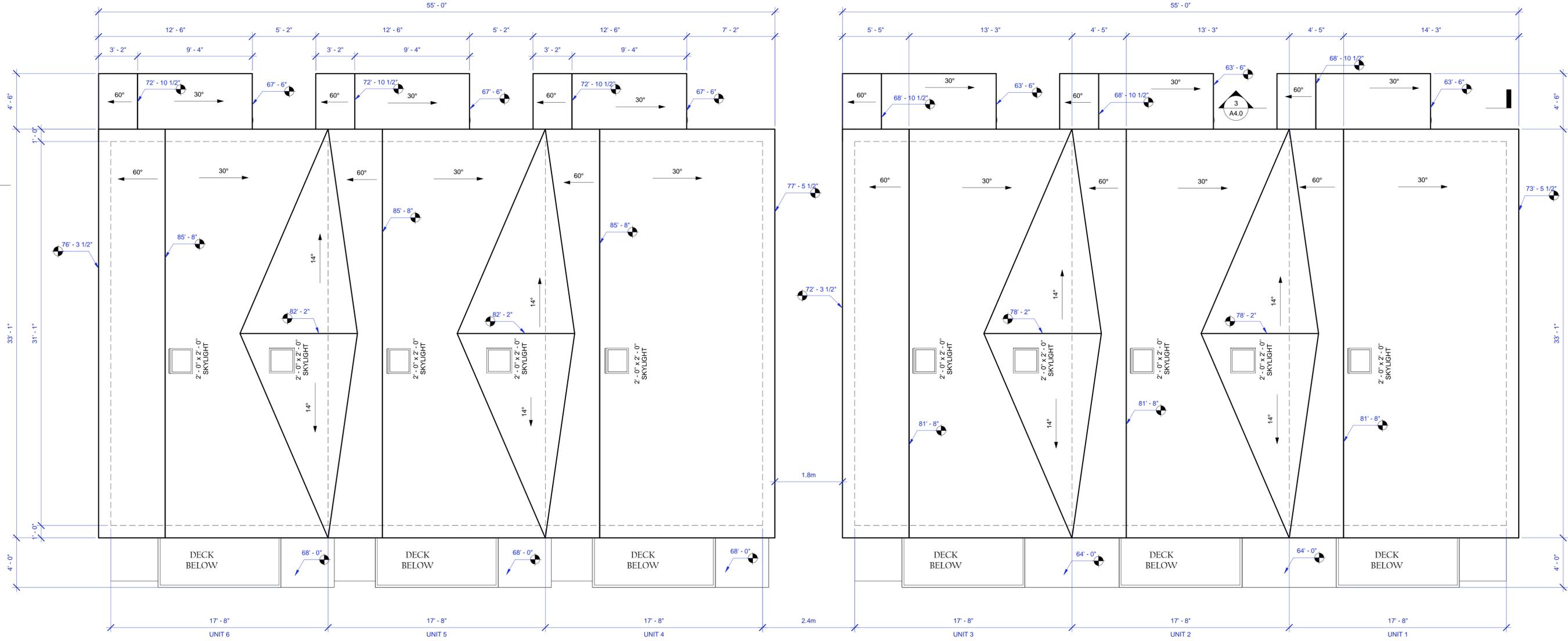
- UNIT 1 UPPER FLOOR - 502.0 sq.ft (46.64m²)
- UNIT 2 UPPER FLOOR - 502.0 sq.ft (46.64m²)
- UNIT 3 UPPER FLOOR - 502.0 sq.ft (46.64m²)
- UNIT 4 UPPER FLOOR - 502.0 sq.ft (46.64m²)
- UNIT 5 UPPER FLOOR - 502.0 sq.ft (46.64m²)
- UNIT 6 UPPER FLOOR - 502.0 sq.ft (46.64m²)

No.	Date	Appr.	Revision Notes
A	21-01-19	Permit set	

No.	Date	Issue notes

Aspire Custom Designs 1145 Bute Street Victoria BC Canada V8C 1L9 Lindsay J Baker 250-415-1856	
590 MARINE DRIVE DEVELOPMENT	
UPPER FLOOR PLAN	
Project No. 2019-64	Date 2019-64
Drawn by L. Baker	Scale 1/4" = 1'0" or as noted
Date Jan 19, 2021	Sheet A2.2 of 115

Development Permit and Covenant Modification for 590 Marine Drive John T...



ROOF PLAN
 1/4" = 1'-0"

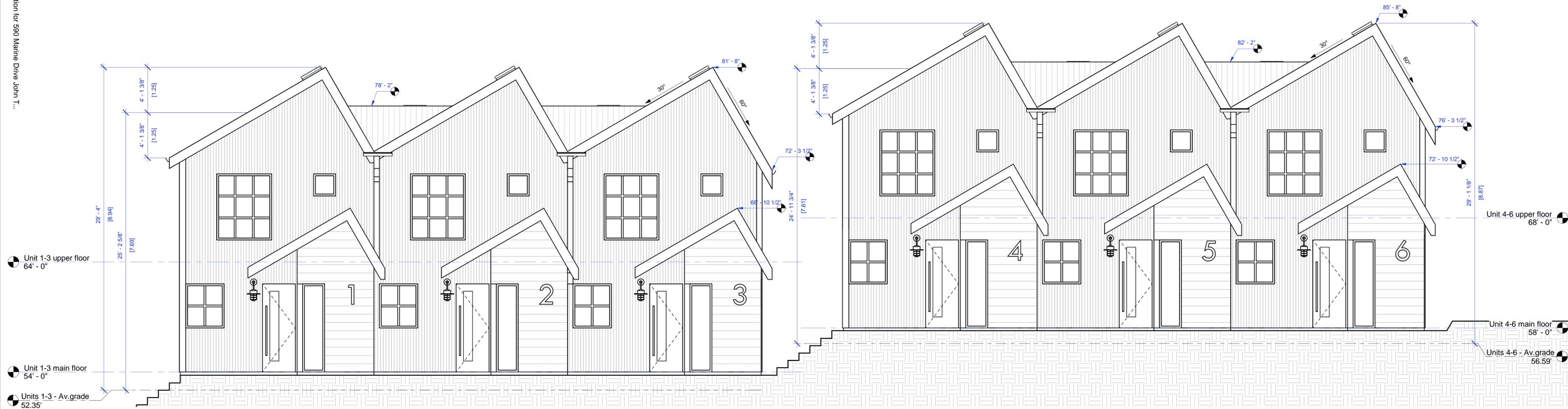
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No.	Date	Issue notes

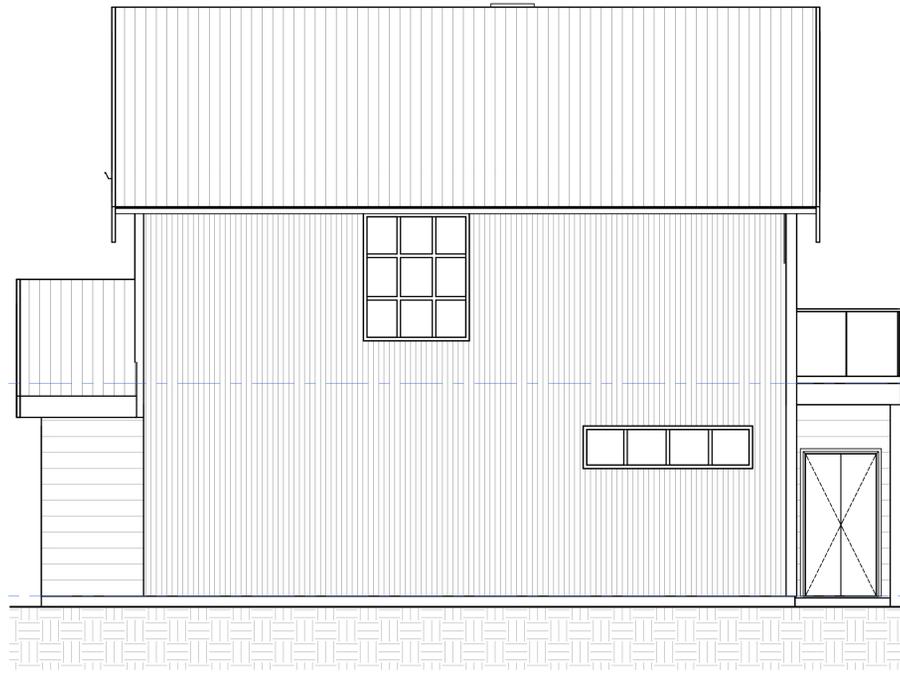
Aspire Custom Designs 1145 Bute Street Victoria BC Canada V8C 1L9 Lindsay J Baker 250-415-1856	
590 MARINE DRIVE DEVELOPMENT	
ROOF PLAN	
Prepared by L. Baker	Date 2019-04
Drawn by L. Baker	Scale 1/4" = 1'0" or as noted
Date Jan 19, 2021	Sheet No. A2.3 of 12 Sheets



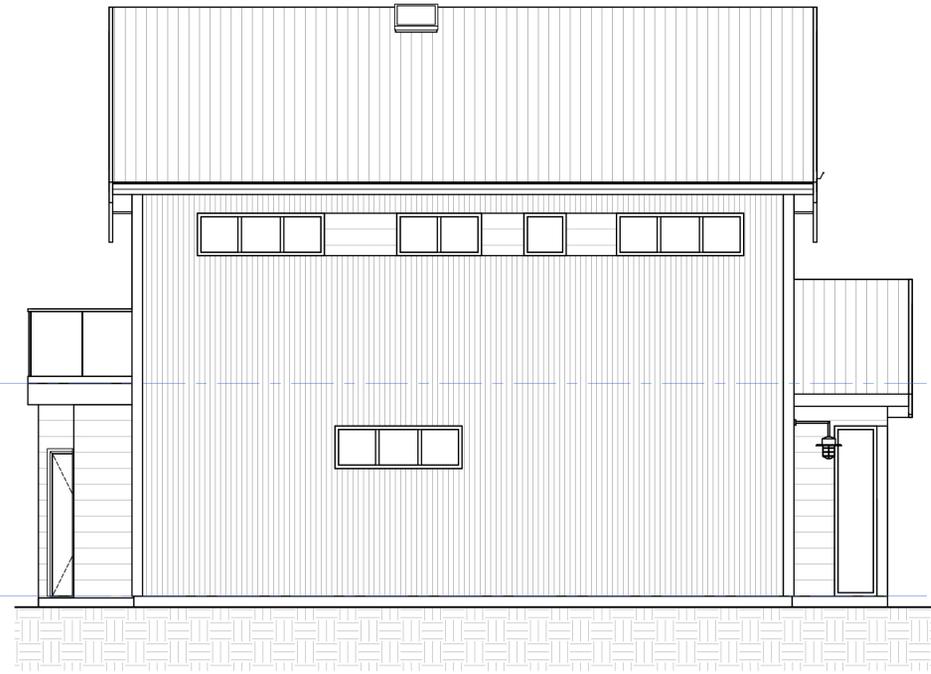
Development Permit and Covenant Modification for 590 Marine Drive John T...



FRONT ELEVATION (NORTH)
 1/4" = 1'-0"



UNIT 1-3 WEST ELEVATION
 1/4" = 1'-0"



UNIT 1-3 EAST ELEVATION
 1/4" = 1'-0"

No.	Date	Appr.	Revision Notes
A	21-01-19	Permit set	

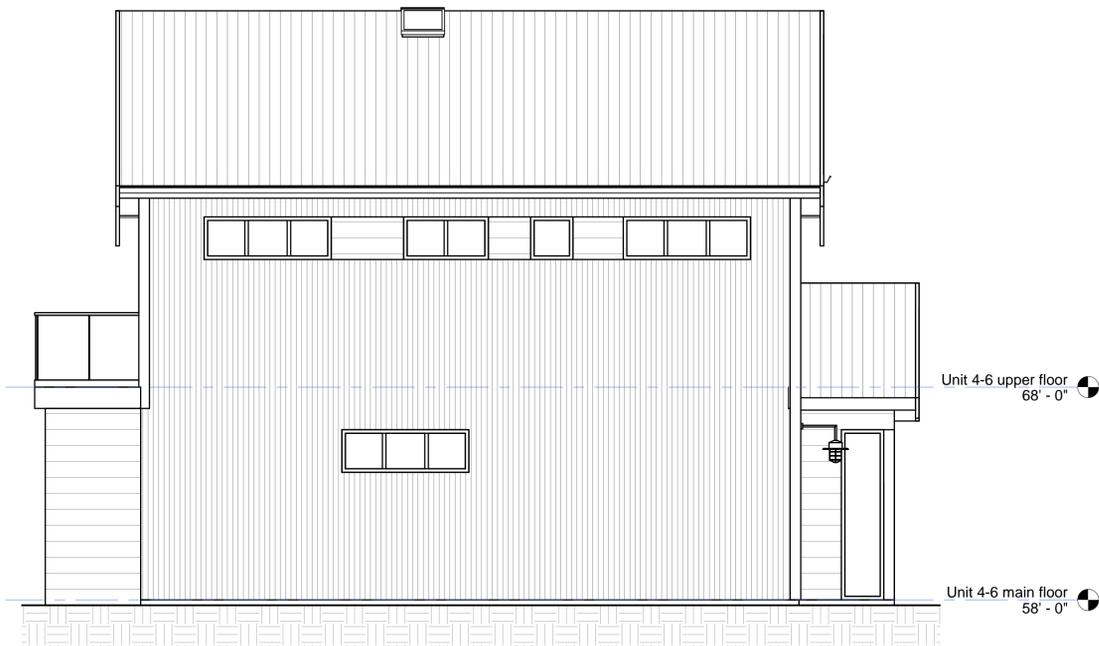
No.	Date	Issue notes

Aspire Custom Designs 1145 Bute Street Victoria BC Canada V8C 1L9 Lindsay J Baker 250-415-1856	
590 MARINE DRIVE DEVELOPMENT	
ELEVATIONS	
Prepared by L. Baker	Date 2019-04
Drawn by L. Baker	Scale 1/4" = 1'0" or as noted
Date Jan 19, 2021	Sheet No. A3.0 of 12 Sheets



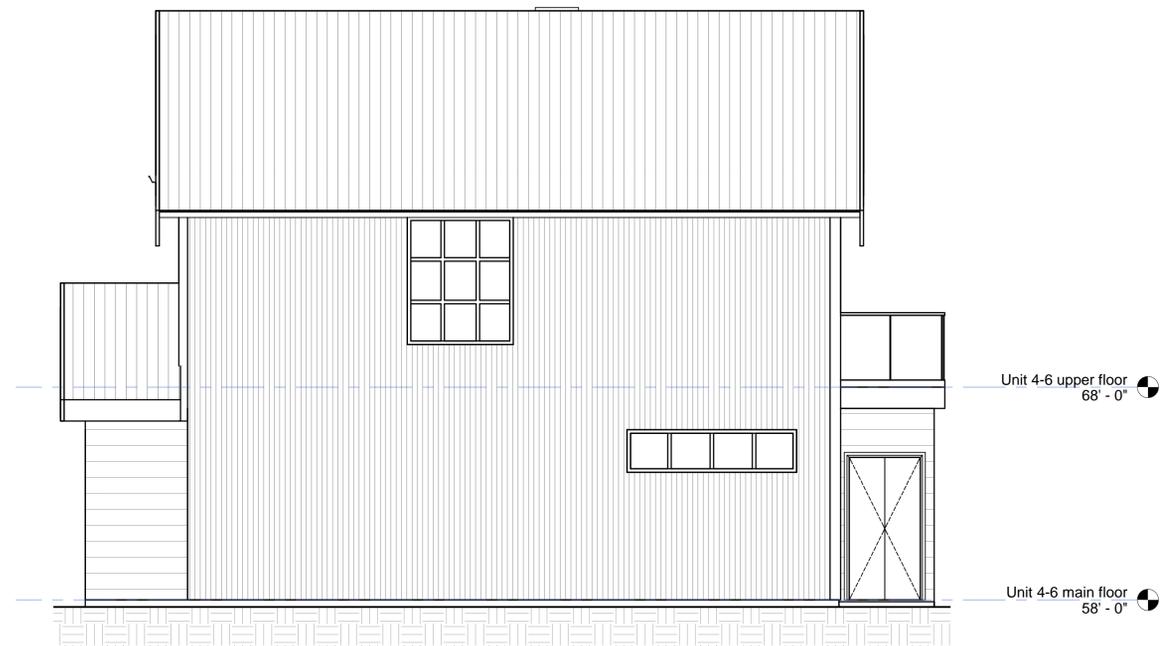
REAR ELEVATION (SOUTH)

1/4" = 1'-0"



UNIT 4-6 EAST ELEVATION

1/4" = 1'-0"

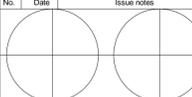


UNIT 4-6 WEST ELEVATION

1/4" = 1'-0"

No.	Date	Appr.	Revision Notes

No.	Date	Appr.	Issue notes
A	21-01-19	Permit set	



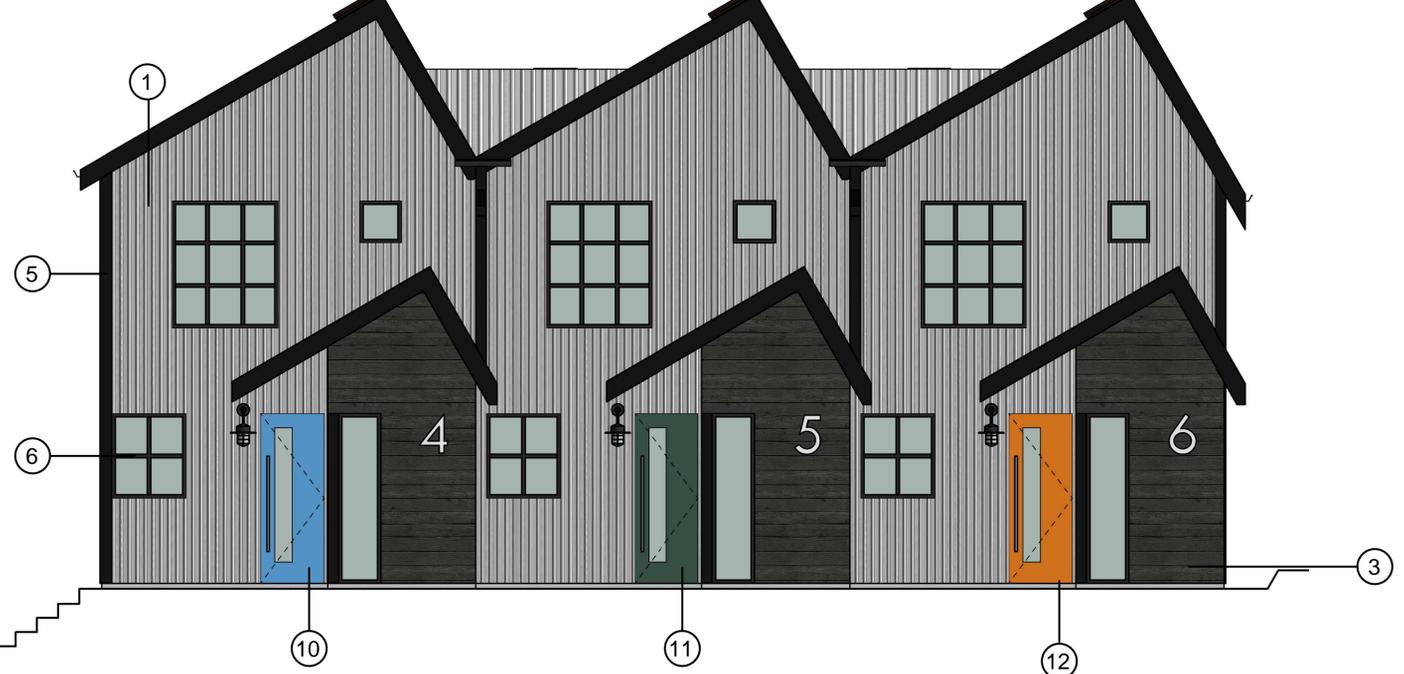
Aspire Custom Designs
 1145 Bute Street
 Victoria BC Canada V8C 1L9
 Lindsay J Baker 250-415-1856

590 MARINE DRIVE DEVELOPMENT

ELEVATIONS



FRONT ELEVATION



- LEGEND**
- ① CORRUGATED METAL SIDING
 - ② CORRUGATED METAL ROOFING
 - ③ STAINED WOOD SIDING
 - ④ CHARCOAL FASCIA
 - ⑤ CHARCOAL CORNER TRIM
 - ⑥ CLEAR GLAZING
 - ⑦ MARINE NAVY BLUE DOOR PANEL
 - ⑧ MARINE YELLOW DOOR PANEL
 - ⑨ MARINE RED DOOR PANEL
 - ⑩ MARINE AQUA BLUE DOOR PANEL
 - ⑪ MARINE GREEN DOOR PANEL
 - ⑫ MARINE ORANGE DOOR PANEL



SIDE ELEVATION - WEST

SIDE ELEVATION - EAST



REAR ELEVATION



No.	Date	Appr.	Revision Notes
A	21-01-19	Permit set	

No.	Date	Issue notes

Aspire Custom Designs 1145 Bute Street Victoria BC Canada V8C 1L9 Lindsay J Baker 250-415-1856	
590 MARINE DRIVE DEVELOPMENT	
COLOR SCHEME	
Prepared by L. Baker	Date 2019-04
Drawn by L. Baker	Scale 1/4" = 1'0" or as noted
Date Jan 19, 2021	Sheet A3.2 of 12 Sheets

Development Permit and Covenant Modification for 590 Marine Drive John T...

WALL ASSEMBLIES

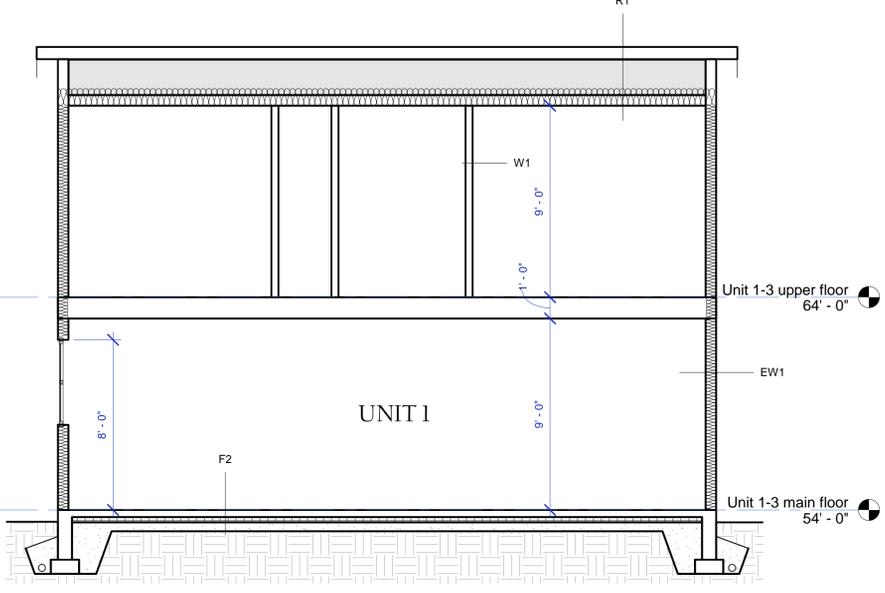
EW1 Typical Exterior Wall	
- Exterior air film	0.03 RSI
- Siding as per elevation	0.14 RSI
- Air Space c/w P.I. strapping	0.15 RSI
- Building Paper/Wrap	
- Sheathing Material	0.11 RSI
- 2"x6" @16" o.c. RSI 1.19 @ 23% + R24 Batt Insulation RSI 4.23 @ 77%	3.53 RSI
- Poly V.B.	0.08 RSI
- 1/2" Gypsum board	0.12 RSI
- Interior Air Film	0.12 RSI
Total	4.16 RSI

W1 4" Interior Wall	
- 5/8" GWB (both sides)	
- 2"x4" Wood studs @24" o.c. (see structural)	
- Add 3.5" FG Batt Insulation around W.C.'s & Bedrooms	
- Waterproof drywall behind shower areas	

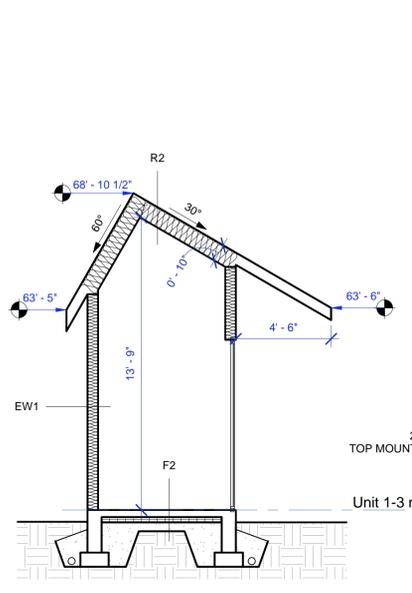
W1a 4" Interior Wall (Load bearing, 45 Min Rated)	
- 5/8" Type X GWB (both sides)	
- 2"x4" Wood studs @24" o.c. (see structural)	

W2 6" Interior Wall (W.C.)	
- 5/8" GWB (both sides)	
- 2"x6" Wood studs @16" o.c. (see structural)	
- Add 3.5" FG Batt Insulation around W.C.'s	
- Waterproof drywall behind shower areas	

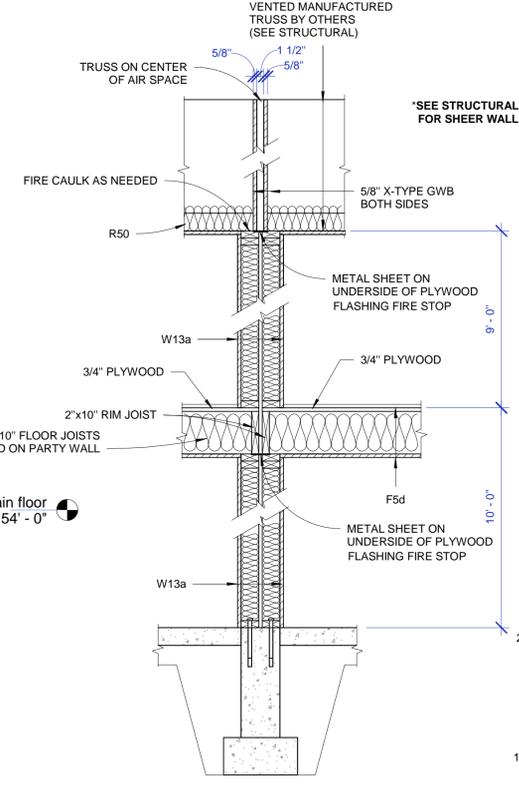
W13a 10" Interior Party Wall 1hr fire separation BCBC 2018 (STC 57)	
- 5/8" Type X GWB	
- 3.5" Absorptive material	
- 2"x4" Wood studs @16" o.c. (see structural)	
- 1" Air Gap	
- 2"x4" Wood studs @16" o.c. (see structural)	
- 3.5" Absorptive material	
- 5/8" Type X GWB	



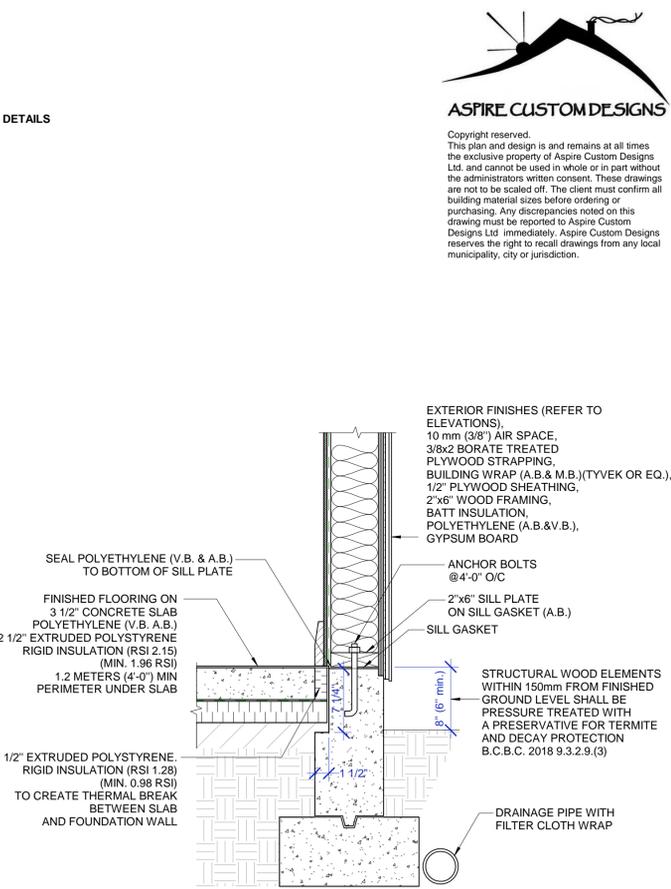
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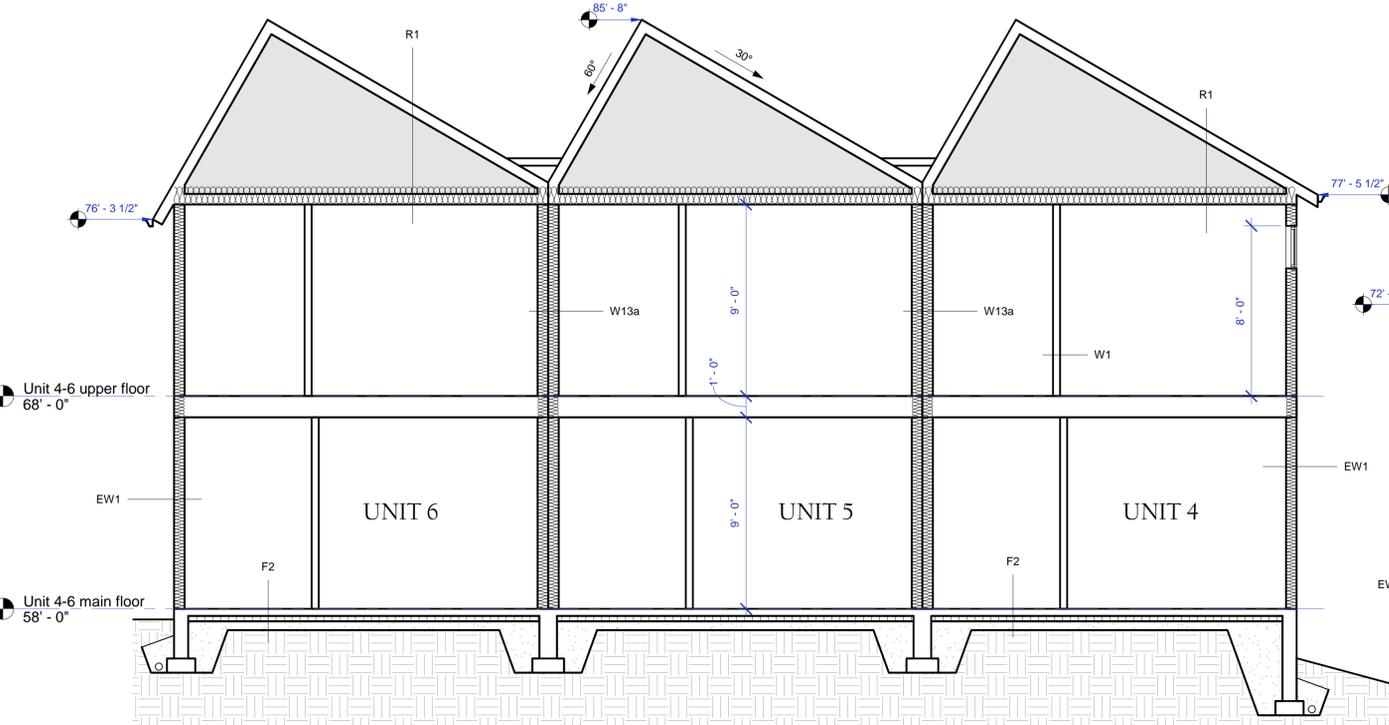
BUILDING SECTION 3
 1/4" = 1'-0"



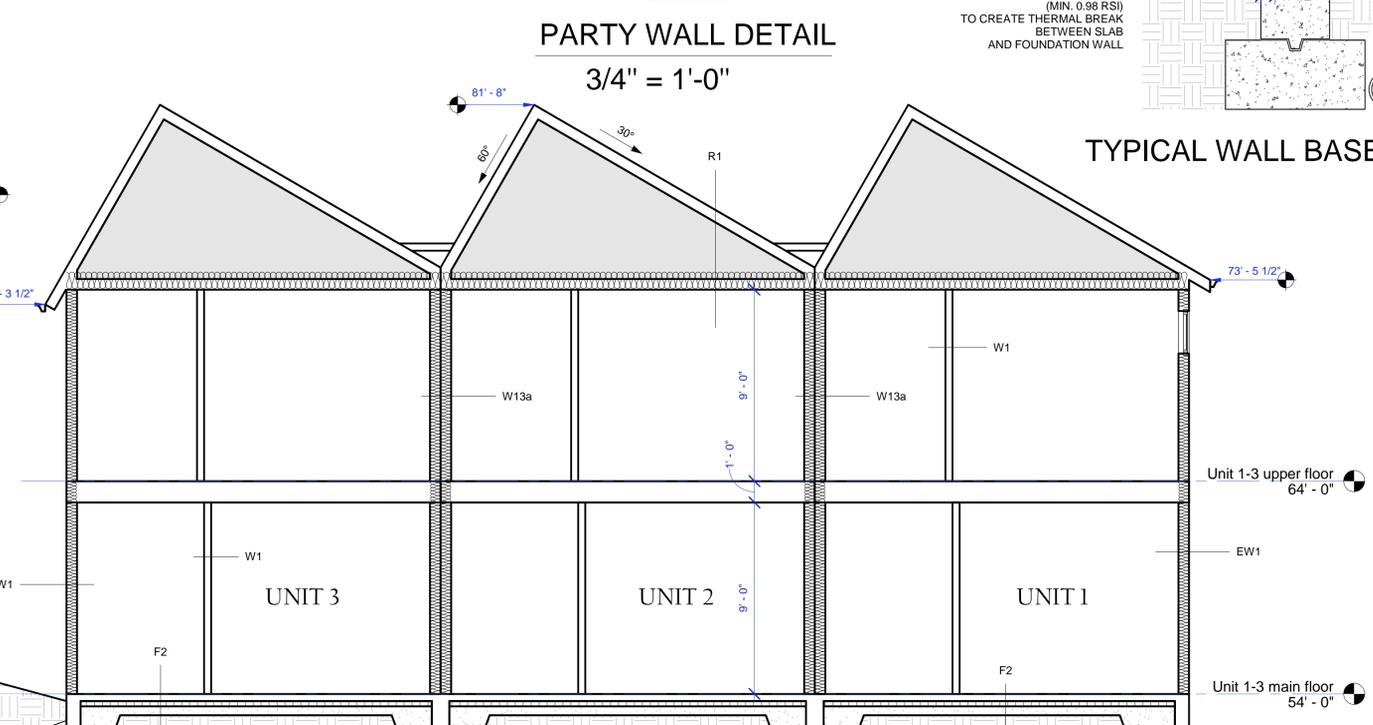
PARTY WALL DETAIL
 3/4" = 1'-0"



TYPICAL WALL BASE AT GRADE



BUILDING SECTION 2
 1/4" = 1'-0"



ROOF ASSEMBLIES

R1 Truss Roof	
- Exterior air film	
- Asphalt Shingles	
- 1/2" Sheathing Material	
- Trusses + Cavity Insulation	8.8 RSI
- R50 Batt Insulation	0.12 RSI
- Poly V.B.	0.08 RSI
- 1/2" Gypsum board	0.12 RSI
- Interior Air Film	0.12 RSI
Total	9.0 RSI

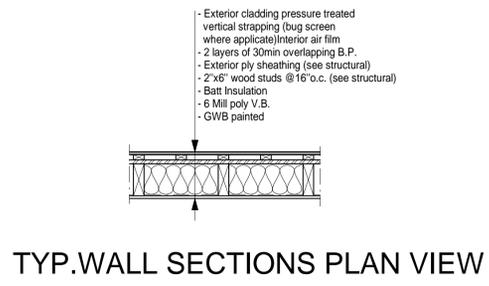
R1a Truss Roof - Over Unheated Space	
- Same as roof R1 but without insulation	

R2 Cathedral Roof	
- Exterior air film	
- Roofing	
- 1/2" Sheathing Material	
- 2-1/2" Min. Air Space	5.64 RSI
- Rafter + Cavity Insulation	
- R32 Roxul Insulation	0.08 RSI
- Poly V.B.	0.08 RSI
- 1/2" Gypsum board	0.12 RSI
- Interior Air Film	0.12 RSI
Total	5.84 RSI

R2a Cathedral Roof - Over Unheated Space	
- Same as roof R2 but without insulation	

FLOOR ASSEMBLIES

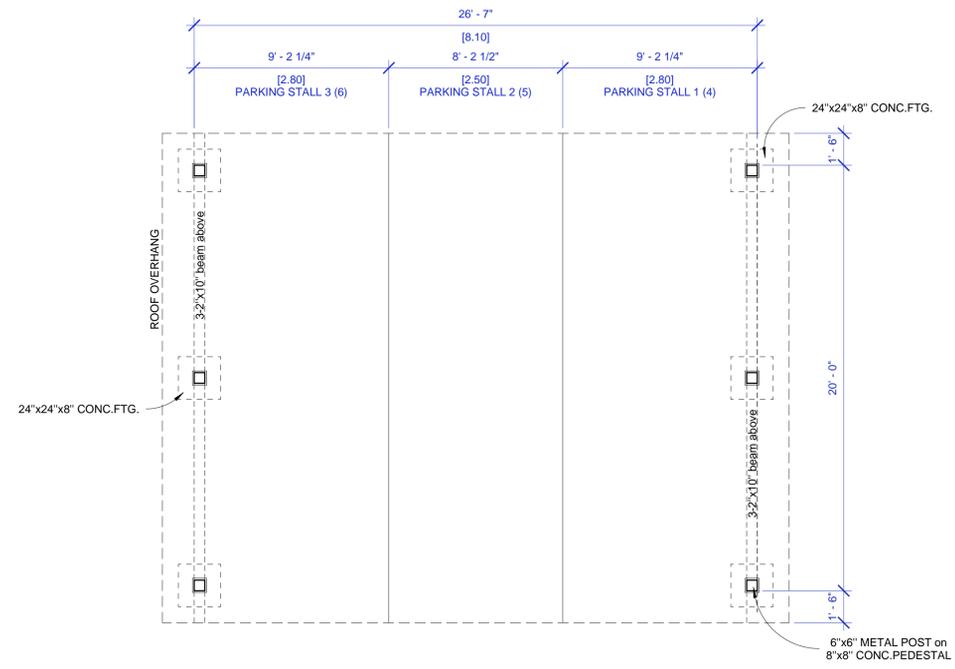
F2 Slab on Grade	
- Exterior Air Film	0.16 RSI
- Floor Finish TBA	0.04 RSI
- Concrete Slab Min 3"	2.47 RSI
- R-14 min. rigid insulation	0.16 RSI
- 4" Min Granular fill	
Total	2.83 RSI



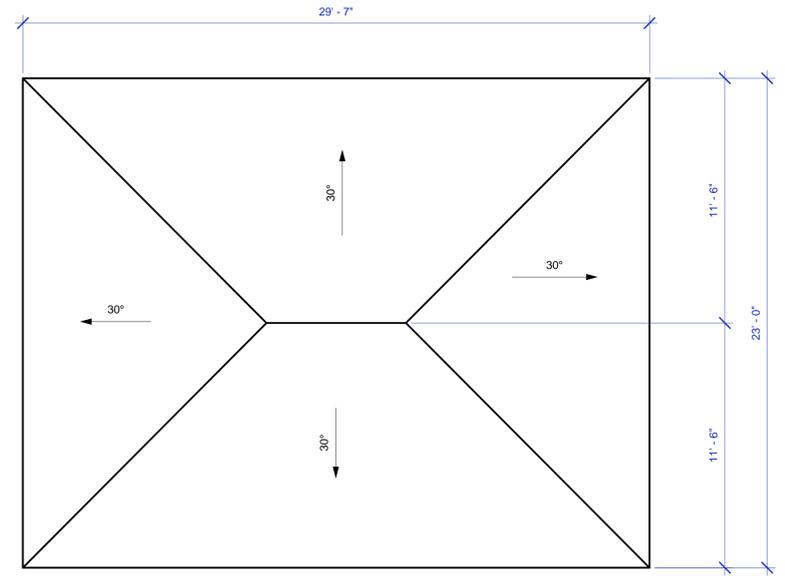
TYP. WALL SECTIONS PLAN VIEW

No.	Date	Appr.	Revision Notes
A	21-01-19	Permit set	

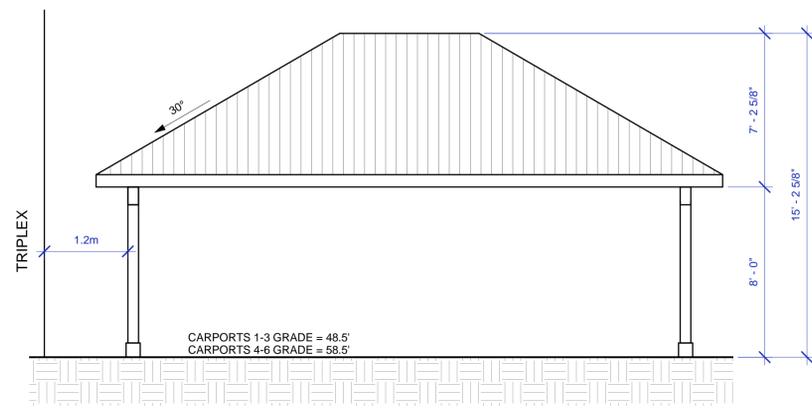
590 MARINE DRIVE DEVELOPMENT	
BUILDING SECTION	
Author	L. Baker
Check	L. Baker
Date	2019-04
Scale	1/4" = 1'0" or as noted
Sheet No.	A4.0
Total Sheets	115



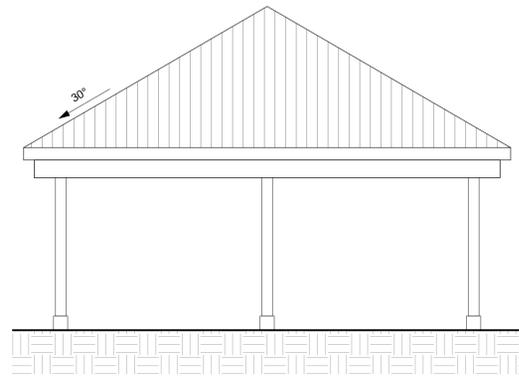
CARPORT BUILDING PLAN, TYP.
 1/4" = 1'-0"



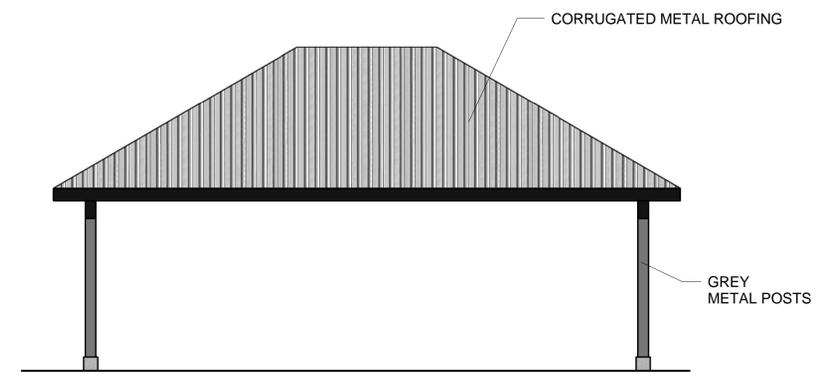
CARPORT BUILDING ROOF, TYP.
 1/4" = 1'-0"



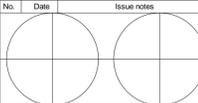
CARPORT BUILDING NORTH ELEVATION
 1/4" = 1'-0"



CARPORT BUILDING SIDE ELEVATION (TYPICAL)
 1/4" = 1'-0"



CARPORT BUILDING - COLOR SCHEME

No.	Date	Appr.	Revision Notes
A	21-01-19	Permit set	
No.	Date	Appr.	Issue notes
			
Project: Aspire Custom Designs 1145 Bute Street Victoria BC Canada V8C 1L9 Lindsay J Baker 250-415-1856			
Client: 590 MARINE DRIVE DEVELOPMENT			
Title: CARPORTS			
Prepared by:	L. Baker	Date:	2019-04
Reviewed by:	L. Baker	Date:	1/4" = 1'0" or as noted
Scale:		Sheet:	A5.0
Date:	Jan 19, 2021	of	12 Sheets

LAND TITLE ACT
FORM C (Section 233) CHARGE
GENERAL INSTRUMENT - PART 1 Province of British Columbia

Oct-04-2018 12:25:16.001

Appendix B

CA7189503

PAGE 1 OF 9 PAGES

Your electronic signature is a representation that you are a subscriber as defined by the Land Title Act, RSBC 1996 c.250, and that you have applied your electronic signature in accordance with Section 168.3, and a true copy, or a copy of that true copy, is in your possession.

Rajiv Karamchand Gandhi 3UYT4M	Digitally signed by Rajiv Karamchand Gandhi 3UYT4M Date: 2018.10.04 12:12:37 -07'00'
---	--

1. APPLICATION: (Name, address, phone number of applicant, applicant's solicitor or agent)

COX, TAYLOR, Barristers & Solicitors

Burnes House, Third Floor

26 Bastion Square

Victoria

BC V8W 1H9

Document Fees: \$71.58

Telephone: (250) 388-4457

Deduct LTSA Fees? Yes

2. PARCEL IDENTIFIER AND LEGAL DESCRIPTION OF LAND:

[PID]

[LEGAL DESCRIPTION]

026-908-719 LOT B, DISTRICT LOT 281, CLAYOQUOT DISTRICT, PLAN VIP82211

STC? YES

3. NATURE OF INTEREST

CHARGE NO.

ADDITIONAL INFORMATION

Covenant

4. TERMS: Part 2 of this instrument consists of (select one only)

(a) Filed Standard Charge Terms D.F. No.

(b) Express Charge Terms Annexed as Part 2

A selection of (a) includes any additional or modified terms referred to in Item 7 or in a schedule annexed to this instrument.

5. TRANSFEROR(S):

THE MARINE WAVE RESIDENCES INC. (INC. NO. BC1086880)

6. TRANSFEREE(S): (including postal address(es) and postal code(s))

DISTRICT OF UCLUELET

BOX 999, 200 MAIN STREET

UCLUELET

BRITISH COLUMBIA

V0R 3A0

CANADA

7. ADDITIONAL OR MODIFIED TERMS:

8. EXECUTION(S): This instrument creates, assigns, modifies, enlarges, discharges or governs the priority of the interest(s) described in Item 3 and the Transferor(s) and every other signatory agree to be bound by this instrument, and acknowledge(s) receipt of a true copy of the filed standard charge terms, if any.

Officer Signature(s)

Execution Date

Transferor(s) Signature(s)

Rajiv K. Gandhi

Barrister & Solicitor

Third Floor, Burnes House

26 Bastion Square

Victoria, BC V8W 1H9

Y	M	D
18	10	04

THE MARINE WAVE RESIDENCES
INC. by its authorized signatory:

Christopher E. LeFevre

OFFICER CERTIFICATION:

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the *Evidence Act*, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the *Land Title Act* as they pertain to the execution of this instrument.

Development Permit and Covenant Modification for 590 Marine Drive John T...

TERMS OF INSTRUMENT – PART 2
COVENANT (Section 219 *Land Title Act*)

THIS COVENANT dated for reference the _____ 4th day of October 2018,

BETWEEN:

THE MARINE WAVE RESIDENCES INC.

530 Herald Street, Victoria, British Columbia V8W 1S6

(the “Grantor”)

AND:

DISTRICT OF UCLUELET

Box 999, 200 Main Street, Ucluelet, British Columbia V0R 3A0

(the “District”)

WHEREAS:

- A. The Grantor is the registered owner of land located on Marine Drive, in Ucluelet, British Columbia and more particularly described as Parcel Identifier 026-908-719, Lot B, District Lot 281, Clayoquot District, Plan VIP82211 (the “Land”);
- B. Section 219 of the *Land Title Act* permits the registration of a covenant of a negative or positive nature in favour of the District, in respect of the use of land or buildings, or the building on land;
- C. The Grantor has applied to the District for a rezoning of the Land to permit development on the Land of seven town homes, stratified according to the *Strata Property Act*, and in connection with the Grantor’s application to rezone the Land for the development of a mixed commercial / multi-family building, according to Zoning Amendment Bylaw No. 1225, 2018 (the “Rezoning Bylaw”), the Grantor has offered grant this Covenant to the District;
- D. The Grantor wishes to grant this Covenant to the District to confirm it will not develop the Land except in accordance with the development plan prepared in conjunction with the Grantor’s rezoning application and presented to the District Council and the public in connection with the application.

THIS COVENANT is evidence that in consideration of the payment of TWO DOLLARS (\$2.00) by the District to the Grantor, and other good and valuable consideration (the receipt and sufficiency of which are acknowledged by the parties), the Grantor covenants and agrees with the District, in accordance with section 219 of the *Land Title Act*, as follows:

Restriction on Development of the Land

1. The Grantor will not alter the Land, or construct or place any building or structure on the Land, nor apply for any building permit from the District in relation to the Land, except to the extent that the alteration, construction or placement is in accordance with, or is to facilitate the implementation of, the Plans for the development of the Land attached to this Covenant as Schedule A (the “Development Plans”).

Amendments to Development Plans

2. The Grantor may request, and the District's Manager of Planning may, in his or her sole discretion approve, minor deviations from the Development Plans, provided that any such requests or approvals must be made in writing.

Discharge

3. (a) The District agrees that if the Grantor:
 - (i) completes the development of the Land in accordance with the Development Plans; and,
 - (ii) delivers to the District a registrable discharge of this Covenant from the title to the Land,the District will execute and return the discharge to the Grantor, and the Grantor may apply to register it in the Land Title Office.
- (b) If the Rezoning Bylaw is not adopted by the District before 31 December 2018, this Covenant will be discharged from the Lands and, for that purpose, the Grantor will deliver to the District and the District will execute and return to the Grantor, a discharge of this Covenant registrable in the Land Title Office.

Subject to Bylaws

4. This Covenant does not relieve the Grantor in any way from complying with all applicable bylaws of the District or other enactments applicable to the Land.

Inspections

5. The District and any of its officers and employees may enter on the Land at all reasonable times, to inspect the Land to ascertain compliance with this Covenant.

Amendment

6. This Covenant may be altered or amended only by an agreement in writing signed by the parties.

No Public Law Duty

7. Whenever in this Covenant the District is required or entitled to exercise any discretion in the granting of consent or approval, or is entitled to make any determination, take any action or exercise any contractual right or remedy, the District may do so in accordance with the contractual provisions of this Covenant only and will not be bound by any public law duty, whether arising from the principles of procedural fairness or the rules of natural justice or otherwise.

No Obligations on District

8. The rights given to the District by this Covenant are permissive only and nothing in this Covenant:
- (a) imposes any duty of care or other legal duty of any kind on the District to the Grantor or to anyone else;
 - (b) obliges the District to enforce this Covenant, which is a policy matter within the sole discretion of the District; or
 - (c) obliges the District to perform any act, or to incur any expense for any of the purposes set out in this Covenant.

No Effect on Laws or Powers

9. This Covenant does not,
- (a) affect or limit the discretion, rights or powers of the District under any enactment or at common law, including in relation to the use or subdivision of the Land;
 - (b) affect or limit any law or enactment relating to the use or subdivision of the Land; or
 - (c) relieve the Grantor from complying with any law or enactment, including in relation to the use or subdivision of the Land.

District's Right to Equitable Relief

10. The Grantor agree that the District is entitled to obtain an order for specific performance or a prohibitory or mandatory injunction in respect of any breach by the Grantor of this Covenant.

Covenant Runs with the Land

11. Every obligation and covenant of the Grantor in this Covenant constitutes both a contractual obligation and a covenant granted under section 219 of the *Land Title Act* in respect of the Land and this Covenant burdens the Land and runs with it and binds the successors in title to the Land. For certainty, unless expressly stated otherwise, the term "Grantor" refers to the current and each future owner of the Land. This Covenant burdens and charges all of the Land and any parcel into which it is subdivided by any means and any parcel into which the Land is consolidated.

Registration

12. The Grantor agrees to do everything necessary, at the Grantor's expense, to ensure that this Covenant is registered against title to the Land with priority over all financial charges, liens and encumbrances registered, or the registration of which is pending, at the time of application for registration of this Covenant.

Waiver

13. An alleged waiver by the District of any breach of this Covenant by the Grantor is effective only if it is an express waiver in writing of the breach in respect of which the waiver is asserted. A waiver by the District of a breach by the Grantor of this Covenant does not operate as a waiver of any other breach of this Covenant.

Notice

14. (a) Any notice to be given pursuant to this Covenant must be in writing and must be delivered personally or sent by prepaid mail. The addresses of the parties for the purpose of notice are the addresses on the first page of this Covenant and in the case of any subsequent owner, the address will be the address shown on the title to the Land in the Land Title Office.
- (b) If notice is delivered personally, it may be left at the relevant address in the same manner as ordinary mail is left by Canada Post and is to be deemed given when delivered. If notice is sent by mail, it is to be deemed given 3 days after mailing by deposit at a Canada Post mailing point or office. In the case of any strike or other event causing disruption of ordinary Canada Post operations, a party giving notice for the purposes of this Covenant must do so by delivery as provided in this section.
- (c) Either party may at any time give notice in writing to the other of any change of address and from and after the receipt of notice the new address is deemed to be the address of such party for giving notice.

Enurement

15. This Covenant binds the parties to it and their respective corporate successors, heirs, executors, administrators and personal representatives.

Joint and Several

16. If at any time more than one person (as defined in the *Interpretation Act* (British Columbia)) owns the Land, each of those persons will be jointly and severally liable for all the obligations of the Grantor under this Covenant.

Further Acts

17. The Grantor must do everything reasonably necessary to give effect to the intent of this Covenant, including execution of further instruments.

AS EVIDENCE of their agreement to be bound by the terms of this instrument, the parties hereto have executed the Land Title Office Form C which is attached hereto and forms part of this Covenant.

SCHEDULE - A

NO.	REVISION	DATE
1	Receiving ACP	2018-01-18

PROJECT INFORMATION:

Site Address:
 25 Ucluelet
 Subarea: 25 Ucluelet

Local Description:
 Subdivision of: Plan VIP705/02
 District: 25 Ucluelet
 Plan: Plan VIP705/02, except
 as shown in plan VIP-81595 AND
 District Lot 281, shown as closed road on
 UCLUELOT DISTRICT

Project Description:
 Residential
 Commercial

Size:
 2,149 SQ. FT.

ZONING RESTRICTIONS:

Zone:
 O-3 Subzone
 District Lot 281 (Remainder)

Backs:
 Front Yard: 25.0 ft. (7.5 m)
 Side Yard: 25.0 ft. (7.5 m)
 Rear Yard: 25.0 ft. (7.5 m)

Maximum Allowable Height:
 8.9 m (29 ft.)

Proposed Height:
 24.4 ft. (8.9 m)

Maximum Allowable Floor Area:
 11,475 sq.ft. (1,066 sq.m.)

Proposed Floor Area:
 9,035 sq.ft. (839 sq.m.)

Maximum Allowable Lot Coverage:
 6.650 sq.ft. (610 sq.m.)

Proposed Lot Coverage:
 6,650 sq.ft. (618 sq.m.)

DRAWING LIST:

1 - Main Floor Plans
 2 - Second Floor Plans
 3 - Elevations

NOTE: The drawings on this page are shown under the property of Hellmwell + Smith Blue Sky Architecture Inc. All other drawings on this page are the property of Hellmwell + Smith Blue Sky Architecture Inc. All other drawings on this page are the property of Hellmwell + Smith Blue Sky Architecture Inc.

Contractor shall be responsible for all conditions on this job and shall notify this office of any variations of the conditions to conform to the British Columbia Building Code 2012.

PROJECT:
 LOT B MARINE DRIVE UCLUELET

SHEET TITLE:
 Site Plan Townhouses

DRAWN BY:
 ks/sg/olg

SCALE:
 1/16" = 1'-0"
 (scale on 22"x34")

FIRST ISSUED:
 2018-01-18

CHECKED BY:
 KS/BH

HELLM WELL + SMITH
BLUE SKY
ARCHITECTURE
INC.

4080 BAYBRIDGE AVE.
 WEST VANCOUVER
 BRITISH COLUMBIA
 CANADA, V7V 3K1

PHONE (604) 921-8646
 FAX (604) 921-0755

SHEET NO.
A1009



Category	Residential	Commercial	Total
7 DWELLING UNITS + 1 COMMERCIAL			
Total Floor Area:	8,320 sq.ft.	715 sq.ft.	9,035 sq.ft.
Residential:			
Suite 1:	1,210 sq.ft.		
Suite 2-3:	1,180 sq.ft.		
Suite 4:	1,180 sq.ft.		
Suite 5:	1,185 sq.ft.		
Suite 6:	1,175 sq.ft.		
Suite 7:	1,105 sq.ft.		
Electrical Room:	65 sq.ft.		
Commercial:			
Main Floor:		715 sq.ft.	
Total Residential Floor Areas:	12,115 sq.ft.		
Residential Parking:			
Total Residential Spaces Required:	12 spaces		
1.5 spaces per dwelling unit x 7 units	= 11 spaces		
1 visitor space per 3 dwelling units	= 1 space		
Total Residential Spaces Proposed:	12 spaces		
On-Street Parking Spaces	= 2 spaces		
(Disabled Spaces Proposed)	= (1 space)		
Commercial Parking:			
Total Commercial Spaces Required:	5 spaces		
1 space per 4 seats	= 5 spaces		
Total Commercial Spaces Proposed:	5 spaces		
On-Street Parking Spaces	= 3 spaces		
(Disabled Spaces Proposed)	= 2 spaces		
Loading Spaces Proposed:			1 space

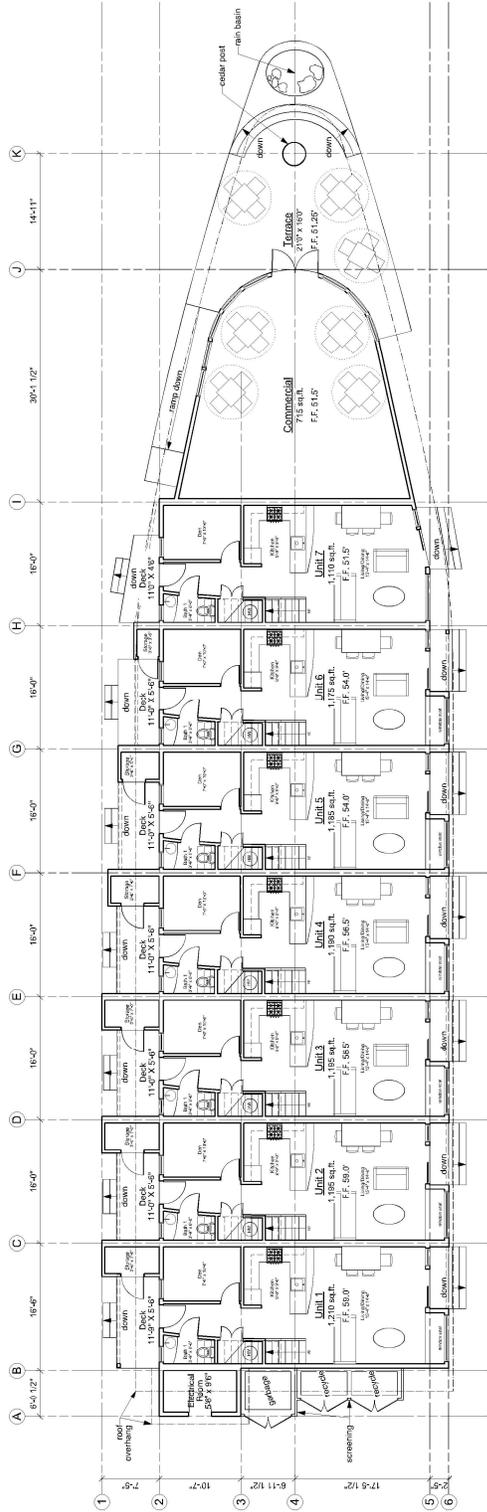
PLANTING SCHEDULE

Trees (Deciduous + Coniferous):
 Douglas Fir, Western Red Cedar, Spuce

Shrubs:
 Compact strawberry bush, Red Twig Dogwood, Thunderbird Evergreen Huckleberry, Salal

Perennials + Ground Covers:
 Bearberry, Kinnikinnick, Deer Fern, Western Sword Fern

NO.	REVISION	DATE
1	Receiving & CDP	2018-01-18



NOTE: The Architect is not responsible for all conditions on this job and shall notify this office of any variations of the conditions to conform to the British Columbia Building Code 2012.

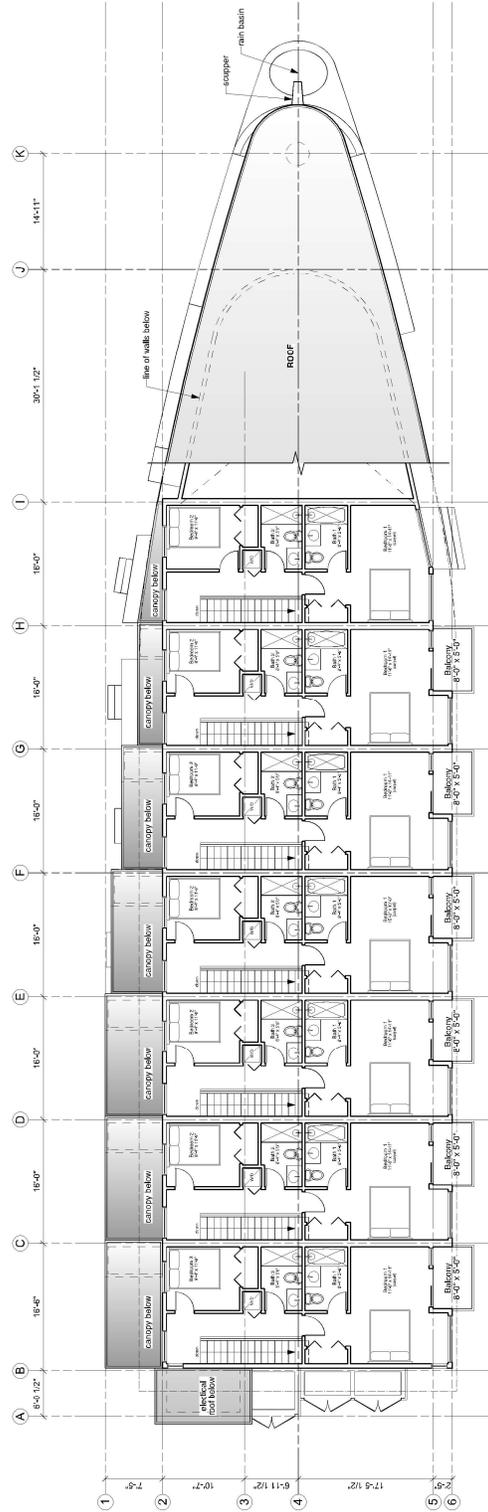
PROJECT
LOT B
MARINE DRIVE
UCLUELET

SHEET TITLE
Floor Plans
7 Townhouses

DRAWN BY ks/sg/olg
SCALE 1/8" = 1'-0"
 (includes on 22'-x34")
FIRST ISSUED 2018-01-18
CHECKED BY KS/SH

HELLWELL + SMITH
BLUE SKY
ARCHITECTURE
INC.
 4080 BAYBRIDGE AVE.
 WEST VANCOUVER
 BC V8C 2G4
 CANADA, V7V 3K1
 PHONE (604) 921-8646
 FAX (604) 921-0755

SHEET NO.
A200e



DEVELOPMENT PERMIT DP20-16

Pursuant to section 488 of the Local Government Act, R.S.B.C 2015 C.1 as amended:

1. This Development Permit is issued to:

Marine Wave Residences Inc.

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

Lot B, District Lot 281, Clayoquot District, Plan VIP82211, 590 Marine Drive (The "lands"):

3. This Development Permit is issued subject to compliance with all bylaws of the District of Ucluelet.
4. This permit is subject to the registration, on title of the lands, a modification of Covenant CA7109503 that reflects **Schedule A** of this Permit.
5. This Permit authorizes the following improvements on the Lands:
 - a) **Two (2) three-unit multifamily buildings.**
 - b) **Two (2) wooden Carport structures.**
 - c) **Landscaping of the frontage, front yards and side yards in natural species.**
 - d) **A 1.8m public pathway along the Marine Drive frontage of the lands.**
 - e) **Two gravel parking areas with paved access from Marine drive to the property line**
 - f) **A gravel pathway in front and connecting the six units.**
 - g) **A screened garbage and recycling enclosure.**
6. These improvements apply only in the locations indicated, and otherwise in accordance with, the drawings and specifications attached to this Permit as **Schedule A**.
7. This development permit is subject to the owner providing complete landscape drawings, detailed design for the pathway, drainage swale and any modifications to the berm along the property frontage;
8. This development permit is subject to the owner providing a security deposit for 125% of the estimated cost of the sidewalk, landscaping and tree protection measures.
9. Tree protection fencing is to be installed to the satisfaction of the District prior to mobilization on site or issuance of a building permit, and is to be maintained by the owner for the duration of construction.
10. The work authorized by this Permit may only be carried out in compliance with all federal, provincial, and municipal statutes, regulations, and bylaws. The owner is responsible for ensuring that the timing of the work and any required permits or notifications by other agencies are obtained as required to comply with all applicable regulations.
11. 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.
12. The owner shall substantially commence the development within 24 months of the date of issuance, after which this permit shall be null and void.



- 13. This Permit is NOT a Building Permit.
- 14. **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 , 2021 .

ISSUED the day of , 2021.

Bruce Greig - Manager of Community Planning

DRAFT

Schedule A
(See Appendices A)



STAFF REPORT TO COUNCIL

Council Meeting: February 9, 2021
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: WARREN CANNON, MANAGER OF OPERATIONS

FILE NO: 1855-04 FED

**SUBJECT: ICIP Investing in Canada Infrastructure
Resilience Program-COVID 19 Infrastructure
Stream (CVRIS) Adaptation, Resilience & Disaster Mitigation (ARDM)
Program Grant Application**

REPORT NO: 20-12

ATTACHMENT(S): NONE

RECOMMENDATION(S):

1. **THAT** Council direct Staff to apply to the Investing in Canada Infrastructure Program- Adaptation, Resilience & Disaster Mitigation Stream (ARDM) for grant funding for the Sanitary Sewer System Auxiliary Power project; and,
2. **THAT** Council supports the Sanitary Sewer System Auxiliary Power project and commits to its share of any associated ineligible costs and cost overruns, if needed.

PURPOSE:

The purpose of this report is to formally introduce the Sanitary Sewer System Auxiliary Power project (the "Project"), verify instructions to apply for grant funding, and establish that the District will cover any Project cost overrides or ineligible expenses.

BACKGROUND:

In 2019 the District of Ucluelet was successful in obtaining a grant from the Community Emergency Preparedness Fund to undertake flood risk mapping. The resulting storm event and tsunami flood risk maps inform long-range land use plans featured in the draft update to the Ucluelet Official Community Plan bylaw reviewed by Council at the January 12, 2021, Regular Council Meeting.

The District of Ucluelet Climate Change Adaptation Plan was approved by Council on January 12, 2021. The plan identifies four overarching objectives and ten specific actions. These actions seek to support the resiliency of natural assets, infrastructure, and overall community health. One such action identified by the plan is the installation of auxiliary power supply for the sanitary sewer lift stations and District's sewage treatment plant. This is the primary objective of the Project.

The Project will ultimately provide a reliable/resilient sanitary sewerage system for Ucluelet and neighboring communities by ensuring the lift stations remain operational during a coastal flooding and disaster event. It involves:

1. installing auxiliary power at the sewage treatment plant and all lift stations;
2. upgrading electrical controls at the lift stations by installing PC control cabinets and Supervisory Data and Acquisition Controls (SCADA) at each lift station; and
3. relocating kiosks to be above the 200-year coastal flooding flood construction levels identified by the storm event and tsunami flood risk maps.

TIME REQUIREMENTS – STAFF & ELECTED OFFICIALS:

The grant application to Investing in Canada Infrastructure's (ICIP) Adaptation, Resilience & Disaster Mitigation (ARDM) stream was completed by Koers & Associates Engineering Ltd. in consultation with Staff and submitted on January 11, 2021.

Future Staff time will be required to prepare and review design drawings, manage contracts, and meet ICIP reporting requirements.

FINANCIAL IMPACTS:

The estimates cost of the project is \$6,525,000.00. This class C estimate has been provided by Koers & Associate Engineering is broken down as follows:

- Design /Engineering: \$675,000
- Sewage Lift Stations Standby Emergency Power Generator: \$4,350,000
- Sewage Treatment Plant Emergency Power Generator: \$150,000
- Contingency: \$1,350,000

100% of all eligible expenses are funded through the ARDM program, however any costs over-runs are the responsibility of the District and will be covered through Sewer Reserve Fund, if needed.

POLICY OR LEGISLATIVE IMPACTS:

Completion of this Project will result increased resiliency for District's sewer/sanitary system if flooding or disaster events occur. Thus, reducing any potential impacts on the environment and improving quality of life for west coast residents during storm events.

OPTIONS REVIEW:

1. **THAT** Council direct Staff to apply to the Investing in Canada Infrastructure Program- Adaptation, Resilience & Disaster Mitigation Stream (ARDM) for grant funding for the Sanitary Sewer System Auxiliary Power project; and, **(Recommended)**

2. **THAT** Council supports the Sanitary Sewer System Auxiliary Power project and commits to its share of any associated ineligible costs and cost overruns, if needed.
(Recommended)
3. **THAT** Council provide alternative direction to Staff.

Respectfully submitted: Warren Cannon, Manager of Operations



STAFF REPORT TO COUNCIL

Council Meeting: February 9, 2021
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JOSEPH ROTENBERG, MANAGER OF CORPORATE SERVICES

FILE NO: 1630-01

SUBJECT: CHEQUE LISTING – JANUARY 2021

REPORT NO: 21-13

ATTACHMENT(S): APPENDIX : DISTRICT OF UCLUELET AP CHEQUE LISTING

RECOMMENDATION(S):

There is no recommendation. This report is provided for information only.

PURPOSE:

The purpose of this report is to provide Council with a regular update on disbursed cheques.

BACKGROUND:

Finance staff have provided a detailed list of last month's cheque run attached as Appendix A.

POLICY OR LEGISLATIVE IMPACTS:

The cheque listing has been reviewed to ensure compliance with the *Freedom of Information and Protection of Privacy Act*. The names of individual's shown on the cheque listing are either employed with the District or contracted for the delivery of goods and services.

OPTIONS REVIEW:

1. There is no recommendation. This report is provided for information only.
(Recommended)
2. THAT Council provide alternative direction to Staff.

Respectfully submitted: Joseph Rotenberg, Manager of Corporate Planning

Appendix A

AP Cheque Listing

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
54701128	2	21-Jan-06	SM851	STEVE MARSHALL FORD LINCOLN LTD	DIST200724	FORD F-SER 4X4 TRUCK	65950.08		65950.08	
031232	2	21-Jan-11	AGS11	AGS BUSINESS SYSTEMS INC	296767	COPIER 11/29-12/28/2020	672.06		672.06	
031233	2	21-Jan-11	BC329	BC RECREATION AND PARKS ASSOCIATION	P-601641	LOCAL GOVT ENROLMENT 2021	350		350	
031234	2	21-Jan-11	BE440	BEAVER ELECTRICAL MACHINERY	5549	AERATOR REPAIR	4121.6		4121.6	
031235	2	21-Jan-11	AS311	BUNZL CANADA INC.	357448	UCC-CLEANING SUPPLIES	77.92		77.92	
031236	2	21-Jan-11	MA952	BUREAU VERITAS CANADA (2019) INC.	VA10272889 VA10269691 VA10269743 VA10244856 VA10244864 VA10265553	WATER TESTING C095129 WATER TESTING C094341 SEWER TESTING C092954 TROUT TOXICITY-C081354 TROUT TOXICITY-C081356 WATER TESTING C092448	263.55 263.55 334.64 372.75 372.75 263.55		1870.79	
031237	2	21-Jan-11	CT002	CLEARTECH INDUSTRIES INC	856267	SODIUM HYPO/CONTAINER DEP	828.07		828.07	
031238	2	21-Jan-11	CE004	CORPORATE EXPRESS CANADA INC	54969235	CORK BOARD-LYCHE	89.43		89.43	
031239	2	21-Jan-11	DFC01	DUMAS FREIGHT COMPANY	69285 84508	BEAVER ELECTRIC FOUR STAF WATERWORKS	139.07 396.74		535.81	
031240	2	21-Jan-11	EB295	E.B. HORSMAN & SON	12753048 12753043	DAYCARE-240V INSERT DAYCARE-THERMOSTAT/BREAKER	425.49 135.63		561.12	
031241	2	21-Jan-11	GAL39	GALLOWAY PAUL ROBERT	123284 123285	NEW TRUCK-TRAVEL EXPENSE REIMBRSMNT QUAD REPAIRS	217.4 206.35		423.75	
031242	2	21-Jan-11	PD199	HARBOURVIEW DRUGSTORE	727030	TWINRIX	139.98		139.98	
031243	2	21-Jan-11	CK608	KASSLYN CONTRACTING	D754 D755	D754 D755	74.66 8123.33		8197.99	
031244	2	21-Jan-11	LB002	LB WOODCHOPPERS LTD.	370449	STARTER FOR STIHL BLOWER	711.71		711.71	
031245	2	21-Jan-11	MAL51	McELHANNEY ASSOCIATES LAND SURVEYING LTD	2231 148364	PROJ: PARKING LOT LEASE	7365.75		7365.75	
031246	2	21-Jan-11	MISC	[REDACTED]	123283	WEDDING DEPOSIT RETURN	500		500	
031247	2	21-Jan-11	MISC	SAN CEDAR DIRECT (PORT ALBERNI) LTD.	2007-012134	CEDAR FENCING-BAY ST	6861.12		6861.12	
031248	2	21-Jan-11	DP725	PAYNE DAVID	123281	EOC EQPMT REIMBURSEMENT	1077.73		1077.73	
031249	2	21-Jan-11	PC336	PETTY CASH FORTUNE ABBY	123282	LIGHT BULBS/POSTAGE	15.53		15.53	

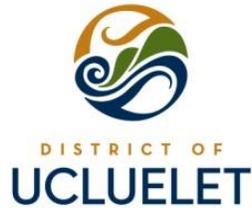
Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
031250	2	21-Jan-11	PI110	PUROLATOR INC	446409970	BV LABS 14871692852	54.41		102.34	
					446346468	ASSOCIATED FIRE 332644802164	47.93			
031251	2	21-Jan-11	SS874	SCIMITAR SPORTS LTD	1588-1	COFFEE MUGS-DISTRICT GIFTS	856.8		856.8	
031252	2	21-Jan-11	SMI01	SMITH ROAD MARKING LTD	1249	SPRING COVE-CROSSWALK	1312.5		1312.5	
031253	2	21-Jan-11	SBR01	SONBIRD REFUSE & RECYCLING LTD.	40768	SCH-DEC/19 MISSED BILLING	1492.35		2865	
					40767	SCH-NOV/19 MISSED BILLING	1372.65			
031254	2	21-Jan-11	SYN62	SYNERGY ENTERPRISES	1720	WATER AUDIT-BLACK ROCK RESORT	2362.5		2362.5	
031255	2	21-Jan-11	TU428	TOURISM UCLUELET	10/20	OCT/20 MRDT	29016.67		29016.67	
031256	2	21-Jan-11	UC142	UCLUELET CONSUMER'S CO-OPERATIVE ASSN	71420410	#23 REG FUEL-CLEANING STAFF	54.7		7889.77	
					71425137	#23 REG FUEL-CLEANING STAFF	32.66			
					09DEC2020#6075	PW-SODA	17.4			
					11DEC2020#8127	GIFT CARDS-STAFF XMAS	5050			
					16DEC2020#5084	AAA BATTERIES-UCC	20.6			
					18DEC2020#5528	AAA BATTERIES-UCC	22.68			
					22DEC2020#8827	FIREHALL SHOWER ITEMS	92.22			
					27DEC2020#9574	FIREHALL-PAINTING MATERIALS	132.35			
					6820	CARDLOCK DEC/20	2467.16			
031257	2	21-Jan-11	LEASE	UCLUELET CONSUMERS CO-OPERATIVE ASSN	01/21	JAN/21 LEASE	250		250	
031258	2	21-Jan-11	UP459	UCLUELET PETRO-CANADA	10779	BATTERY FORD-PW	204.34		204.34	
031259	2	21-Jan-11	UV146	UCLUELET VOLUNTEER FIRE BRIGADE	Q1/21	Q1/21 CONTRIBUTION	2500		2500	
031260	2	21-Jan-11	UI923	UKEE INFO TECH	12250	IT SUPPORT DEC/20	3240.61		3240.61	
031261	2	21-Jan-11	US001	URBAN SYSTEMS LTD.	181296	PROJ 1427.0005.01 PENINSULA RD	19997.25		79779	
					182229	PROJ 1427.0005.01 PENINSULA RD	6520.5			
					183193	PROJ 1427.0004.01 VILLAGE GREEN	22575			
					184637	PROJ 1427.0004.01 VILLAGE GREEN	30686.25			
031262	2	21-Jan-11	WM275	WHITE MAGNOLIA RESORT CO LTD	223	NOV/20 POOL RENTAL	955.5		955.5	
031263	2	21-Jan-11	WC345	WURTH CANADA LTD	24155441	BOLT CUTTERS-PW	72.79		750.45	
					24146610	NITRILE GLOVES-PW	447.27			
					24152750	FREEZER JACKETS-PW	148.38			
					24159871	FREEZER JACKET-PW	82.01			
54736103	2	21-Jan-11	PAC03	PACIFIC CHEVROLET BUICK GMC LTD.	137255	SEAT COVER-2020 SILVERADO	269.37		269.37	
1585328000	2	21-Jan-14	ST497	MINISTRY OF FINANCE	PAT-2020-1	PROPERTY TAX-PAT 2020	949615.46		949615.46	

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
54860561	2	21-Jan-19	BMC01	BELL MOBILITY INC	12/2020	DEC/20	1395.99		1395.99	
54860590	2	21-Jan-19	tp002	TELUS COMMUNICATIONS INC.	12/20	DEC/20 PHONE/INTERNET	5582.18		5582.18	
54865714	2	21-Jan-19	BC017	BC HYDRO	400003404068	DEC/20 HYDRO	22980.32		22980.32	
031276	2	21-Jan-21	DFC01	DUMAS FREIGHT COMPANY	80827	CLEARTECH	505.32		505.32	
031275	2	21-Jan-21	DOM01	DOMCOR TRAFFIC CONTROL INT'L INC	RC0000016816	PENINSULA RD NOV22-DEC5/20	851.31		851.31	
031274	2	21-Jan-21	CUPE1	CUPE LOCAL #118	12/20	DEC/20 DUES	1364.28		1364.28	
031273	2	21-Jan-21	CE004	CORPORATE EXPRESS CANADA INC	54992133	TASK CHAIR-LYCHE	272.21			1549.77
					54346552	WHITEBOARD	430.99			
					55062833	OFFICE SUPPLIES-LYCHE	507.35			
					55034486	PEN REFILLS-LYCHE	44.69			
					55153612	DATAFILE LABELS	31.42			
					55144944	OFFICE SUPPLIES	257.87			
					55178989	TAPE DISPENSER	5.24			
031272	2	21-Jan-21	CCL88	CORLAZZOLI CONTRACTING LTD	109	TREE REMOVAL-WPT/CEMETARY	997.5			997.5
031271	2	21-Jan-21	CWF01	CENTRAL WESTCOAST FOREST SOCIETY	KNOT-20-1	KNOTTWEED REMOVAL BIG BEACH PARK	2814			2814
031270	2	21-Jan-21	MA952	BUREAU VERITAS CANADA (2019) INC.	VA10279077	WATER SAMPLE C102045	263.55			868.98
					VA10279173	WATER SAMPLE C100566	263.55			
					VA10279187	SEWER SAMPLE C101014	341.88			
031269	2	21-Jan-21	AS311	BUNZL CANADA INC.	7706123	SPRAY BOTTLES-UCC	14.11			189.15
					7706121	DUSTMOP FRAME & HANDLE	110.39			
					7706122	CLEANING SUPPLIES	32.39			
					7709207	SPRAY BOTTLES X12	32.26			
031268	2	21-Jan-21	BP940	BLACK PRESS GROUP LTD.	34011992	DEC/20 ADS	1409.68			1409.68
031267	2	21-Jan-21	AFS01	ASSOCIATED FIRE & SAFETY	27022	COAT REPAIR/MAINTENANCE	85.39			715.95
					27223	GLOVES/RESCUE TOOL	630.56			
031266	2	21-Jan-21	AEL78	ALBION ELECTRIC LTD	749586	ELECTRICAL PLUGS REPLACEMENT	1562.03			4045.86
					749585	INNER BASIN LIGHTS	2483.83			
031265	2	21-Jan-21	ACE07	ALBERNI COMMUNICATIONS & ELECTRONICS LTD	29467	PAGER MAINTENANCE/REPAIR	180.03			180.03
031264	2	21-Jan-21	RD205	ACRD	11334	COMMERCIAL GARBAGE-DEC/20	137.8			635.05
					2020-TAGS	2020 GARBAGE TAG SALES	497.25			

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031277	2	21-Jan-21	EB295	E.B. HORSMAN & SON	12774747 12794622	WELL FIELD-MATERIALS SCADA-LIE UPS	175.58 1884.59		2060.17	
031278	2	21-Jan-21	F9134	FORTUNE, MARK	49	UVFB RETIREMENT PLAQUES	39.2		39.2	
031279	2	21-Jan-21	FSC10	FOUR STAR COMMUNICATIONS INC	57516	ANSWERING SERVICES JAN/21	162.75		162.75	
031280	2	21-Jan-21	GAL39	GALLOWAY PAUL ROBERT	123286	GALLOWAY-SAFETY BOOT ALLOWANCE	175		175	
031281	2	21-Jan-21	GD215	GREGG DISTRIBUTORS LTD	011-799265 011-799266 011-801699	PW SAFETY GEAR PW-MISC TOOLS NAVITRACK LOCATOR	1074.67 2283.54 2660.27		6018.48	
031282	2	21-Jan-21	HE701	HEROLD ENGINEERING LTD	63608	EMERGENCY KIOSK-NOV SERVICES	550.62		550.62	
031283	2	21-Jan-21	IC130	INFOSAT COMMUNICATIONS	454666	JAN/21 SAT PHONE	65.12		65.12	
031284	2	21-Jan-21	IB275	ISLAND BUSINESS PRINT GROUP LTD	175059 175083	UTILITY BILLS X5000 #10 WINDOW ENVELOPES X2500	487.2 173.6		660.8	
031285	2	21-Jan-21	JR381	J. ROBBINS CONSTRUCTION LTD	4853	ROAD MULCH	390.73		390.73	
031286	2	21-Jan-21	CK608	KASSLYN CONTRACTING	D756 D757	D756 D757	918.4 656.11		1574.51	
031287	2	21-Jan-21	KA001	KOERS & ASSOCIATES ENGINEERING LTD.	1750-020 2058-002 1947-011 2075-001	1750 BAY ST SANITARY SEWER 2058 WELL NO.3 VFD 1947 HARBOUR LIFT STATION 2075 AUX POWER LIFT STATIONS	1266.3 403.46 8008.52 2103.57		11781.85	
031288	2	21-Jan-21	MISC	[REDACTED]	BP17-48	BP17-48 DMG DEP RTRN	1000		1000	
031289	2	21-Jan-21	MISC	[REDACTED]	BP19-05	BP19-05 DMG DEP RTRN	1000		1000	
031290	2	21-Jan-21	MISC	[REDACTED]	BP19-24	BP19-24 DMG DEP RTRN	1000		1000	
031291	2	21-Jan-21	MISC	[REDACTED]	BP20-07	BP20-07 DMG DEP RTRN	1000		1000	
031292	2	21-Jan-21	MISC	[REDACTED]	BP20-43	BP20-43 DMG DEP RTRN	1000		1000	
031293	2	21-Jan-21	M9412	MONTEITH DONNA	123289	FIREHALL ROWING MACHINE PARTS	398.8		398.8	
031294	2	21-Jan-21	FC186	MUNICIPAL 360 INC.	INV-100019	M360 ANNUAL MAINT AGRMNT	3150		3150	
031295	2	21-Jan-21	MI224	MUNICIPAL INSURANCE ASSOCIATION OF B.C.	L2021-253	LIABILITY INSURANCE/LEGAL ADVICE	19152		19152	
031296	2	21-Jan-21	PR725	PACIFIC RIM MARINE SEARCH & RESCUE SOC	SRF 12/20	D747-D752 (NOV-DEC/20)	1010.22		1010.22	

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
031297	2	21-Jan-21	PB104	PIONEER BOAT WORKS	80162	GUMBOOTS-STEEL TOE	118.13		118.13	
031298	2	21-Jan-21	SUN02	SUN LIFE ASSURANCE COMPANY OF CANADA	98677	JAN/21 EAP	124.95		124.95	
031299	2	21-Jan-21	TC002	THORNTON CREEK ENHANCEMENT SOCIETY	TCH 12/20	D727-D753 (JUL-DEC/20)	4191.42		4191.42	
031300	2	21-Jan-21	TSC19	TRANSPARENT SOLUTIONS CORP	11772	SPAM BLOCKER-JAN-MAR	41.9		41.9	
031301	2	21-Jan-21	UP459	UCLUELET PETRO-CANADA	10840	BATTERY-2012 FORD	234.52		234.52	
031302	2	21-Jan-21	UR849	UCLUELET RENT-IT CENTER LTD	40253	DEC/20 PORTABLES	1848.57		1848.57	
031303	2	21-Jan-21	UV146	UCLUELET VOLUNTEER FIRE BRIGADE						2500 yes
031304	2	21-Jan-21	UL500	ULINE CANADA CORPORATION	7778380	FIREHALL MATERIALS	876.05		876.05	
031305	2	21-Jan-21	US001	URBAN SYSTEMS LTD.	184593 184776 184777 184939 184864	PROJ 1427.0011.01 CEDAR RD PROJ 1427.0009.01 AMPHITRITE POINT PROJ 1427.0013.01 AMPHTRTE PARK PROJ 1427.0010.01 HARBOUR MASTER PLAN PROJ 1427.0008.01 UCL/TOF LAND USE	14109.3 3937.5 3087 2115.75 21060.64		44310.19	
031306	2	21-Jan-21	VF001	VOLUNTEER FIREFIGHTERS' ASSN. OF B.C.	RENEW2021	FIRE DEPT MEMBERSHIP 2021	175		175	
031307	2	21-Jan-21	WPT01	WILD PACIFIC TRAIL SOCIETY	123288	SPRING COVE LABOUR	3000		3000	
031308	2	21-Jan-21	WP166	WINDSOR PLYWOOD - UCLUELET DIV.	44372A 44718A 44772A 46456A 46554A	PARKS-SMALL TOOLS/EQUIP WPT REPAIRS PW MATERIALS DEC/20 FIREHALL MATERIALS FIREHALL MATERIALS	322.79 48.57 1793.18 17.27 6.79		2188.6	
031309	2	21-Jan-21	WC345	WURTH CANADA LTD	24165738 24163894 24172936 24171167 24172524 24177153 24171852	FREEZER JACKET-MED FREEZER JACKET-MED FREEZER JACKET-MED FREEZER JACKET-2XL FREEZER JACKET-MED GLOVES/ABSORBENT PADS/OIL MARKING TAPE-RETURNED	65.26 65.26 65.26 65.26 130.53 274.75 -15.46		650.86	
031310	2	21-Jan-21	XC300	XPLORNET COMMUNICATIONS INC	INV35470348	EMRGNCY INTERNET FIREHALL JAN/21	70.55		70.55	
54860669	2	21-Jan-21	LY001	YOUNG ANDERSON	122828	1190183	1971.2		1971.2	
54860669.1	2	21-Jan-21	LY001	YOUNG ANDERSON	122826	1190080	184.25		184.25	

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
54860669.2	2	21-Jan-21	LY001	YOUNG ANDERSON	122827	1190176	65.18		65.18	
54921860	2	21-Jan-27	HE701	HEROLD ENGINEERING LTD	62323	PROJ 1040011 CHLDRNS CENTRE AWNING	577.5		577.5	



STAFF REPORT TO COUNCIL

Council Meeting: February 9, 2021
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JOSEPH ROTENBERG, MANAGER OF CORPORATE SERVICES

FILE NO: 0550-20

SUBJECT: RESOLUTION TRACKING – JANUARY 2021

REPORT NO: 21-14

ATTACHMENT(S): APPENDIX A: RESOLUTION TRACKER

RECOMMENDATION(S):

There is no recommendation. This report is provided for information only.

PURPOSE:

The purpose of this report is to provide Council with a monthly status update on resolutions that have been adopted by Council.

BACKGROUND:

The resolution follow-up status categories are:

- Assigned – action has not yet commenced;
- In Progress – action has been taken by Staff; and,
- Complete – action has been completed.

Items will be removed from the list after actions are shown once as being completed.

OPTIONS REVIEW:

1. There is no recommendation. This report is provided for information only. **(Recommended)**
2. **THAT** Council provide alternative direction to Staff.

Respectfully submitted: Joseph Rotenberg, Manager of Corporate Services

Appendix A

Date	Meeting Item Description	Resolution	Description	Department Responsible	Follow-Up Status
September 25, 2018	Lease with Ucluelet & Area Historical Society	THAT Council approve recommendation 1 of report item, "Lease with Ucluelet & Area Historical Society", which states: THAT Council enter into a lease agreement with the Ucluelet and Area Historical Society that is similar to their original Provincial Lease #111228 – Block A District Lot 1507, Clayoquot Land District for approximately 2.4 hectares	Meet with UAHS looking at options. UAHS to get back to Ms. Fortune to confirm the direction they would like to proceed	Recreation & Tourism	In Progress: Meeting with Historical Society Feb 8
May 14, 2019	Zoning Amendment, Housing Agreement & DVP (354 Forbes Road)	THAT Council, with regard to the proposal to renovate the building on Lot 17, District Lot 281, Clayoquot District, Plan VIP76147 (354 Forbes Road) and request for zoning amendments to permit commercial tourist accommodation on the property: give third reading to the "District of Ucluelet Zoning Bylaw Amendment Bylaw No. 1248, 2019"; give third reading to the "Ucluelet Housing Agreement Bylaw No. 1249, 2019"; and issue Development Variance Permit DVP19-03	Bring Bylaw No. 1248 & No. 1249 for adoption, once all subject to conditions being met	Planning	In Progress - waiting for applicant to meet conditions prior to adoption
December 10, 2019		THAT Staff provide Council with options for rejuvenating the Frank Jones Memorial site.	Staff to provide Council with options for rejuvenating the Frank Jones Memorial site	Recreation & Tourism	In Progress - This will be part of overall master plan for Tugwell Field Area - Planning 2021
January 14, 2020	Zoning Bylaw Amendment for 2100 Peninsula Road	That staff prepare a report that identifies options for the regulation of odor and noise, including a covenant	Staff to prepare a report	Planning	In Progress- awaiting information from applicant
January 14, 2020		THAT Staff work with Black Rock Oceanfront Resort & Spa to identify unique solutions for navigation to the resort	A.) Staff to incorporate options for directional landmarks in designs for Peninsula Road B.) Staff to follow up with Black Rock to discuss options for appropriate directional	Planning & Public Works	Assigned
February 11, 2020	West Coast Multi-Use Path Extension Bruce Greig, Manager of Community Planning West Coast Multi-Use Path Extension	THAT the District of Ucluelet make application to the Ministry of Forests, Lands, Natural Resource Operations and Rural Development to expand Licence of Occupation File 1407317, to allow for the extension of the West Coast Multi Use Path and other associated utility uses, between the existing Multi Use Path and Pacific Rim National Park Reserve	Apply to the Ministry of Forests, Lands, Natural Resource Operations and Rural Development	Planning / Public Works	In Progress
March 12, 2020	Reporting and Request for Funding Letter from the Ucluelet Chamber of Commerce	THAT Council directs Staff to present a report that explores options for the use of the \$10,000 allocated to explore economic development options including the future location of Tourism Ucluelet	Draft report regarding future locations for Tourism Ucluelet	Planning	In Progress

Appendix A

March 12, 2020	Operating and Project Review - Draft 5 Year Financial Plan	That Council direct Staff to provide a report on options for investing the remaining Community Forest Funds that have not been allocated for the 2020 budget	Draft report	Finance	Assigned - delayed due to Covid requirements
March 17, 2020	Water Treatment Loan Authorization Donna Monteith, Chief Financial Officer	3. THAT District of Ucluelet Loan Authorization Bylaw No. 1268, 2020 be given third reading and referred to the Inspector of Municipalities for approval	Staff to refer bylaw to the Inspector for Municipalities for approval	Administration / Finance	Assigned: this project is on hold until 2021 fiscal year
April 28, 2020	Lot 13 Marine Drive - Proposed Affordable Housing	THAT Council authorize the discharge of "No Build" covenant FB154873 from the title of Lot 13, concurrent with the registration of the "No Subdivision Covenant with Option to Purchase" on the property's title	Discharge covenant once No Subdivision Covenant with Option to Purchase is registered on the property title	Planning	In Progress: documents signed and back with lawyers for registering.
June 23, 2020	District of Ucluelet Flood Mapping Project Bruce Greig, Manager of Community Services	THAT Council earmark the results of the flood mapping project for upcoming discussions in the Strategic Planning update and subsequent Budget preparations, for next steps to: update Emergency Preparedness plans; consider resiliency in long-term Asset Management planning; consider changes to	Use report findings to update strategic planning, emergency preparedness plans, asset management planning, development regulations, policies related to development and subsequent	Administration	Assigned: this will be brought back during strategic and budget planning.
July 14, 2020	Audio Visual Upgrades for the Main Hall	THAT Council reschedule the August 4, 2020 Regular Council Meeting to August 18, 2020 at 5:00 PM; and THAT Council approve using up to \$60,000 RMI funds for Audio Visual (AV) upgrades to the Main Hall at the Ucluelet Community Centre.	Implement AV upgrades.	Recreation & Tourism	In Progress - working with IT & Rec staff - late spring completion
October 13, 2020	Revised Covenant and Option to Purchase - Lot 13 Marine Drive Bruce Greig, Manager of Community Planning	THAT Council indicate that the offer to provide funding in the amount of \$320,000.00 to support the servicing and infrastructure of the development to reduce the cost of units to qualifying households would remain valid until September 1, 2025, and would be payable upon the owner obtaining a final occupancy permit for the last of the 33 houses to be built on the proposed lots.	Pay funds to the developer if and when occupancy permits are issued.	Finance	Assigned: Long Term Project Subject to Developer performance.
October 13, 2020	Lot 13 Marine Drive - Development Permit for Affordable Housing Bruce Greig, Manager of Community Planning	THAT Council authorize discharge of Restrictive Covenant FB154877 from the title of Lot 13 which restricts development on site within the riparian areas defined next to streams "AB" and "AC";	Discharge restrictive covenant.	Planning	Complete
November 24, 2020	Garage Exemption from Calculation for F.A.R. Bruce Greig, Manager of Community Planning	THAT Council direct staff to prepare a draft Zoning Amendment Bylaw to reinstate the exemption of garage floor area from the calculation of F.A.R., except for properties with the R-4 or R-5 zoning designation, for future consideration and public input.	Provide a report that attaches a Zoning Amendment Bylaw that introduces garage exemption which does not apply to the R-4 or R-5 Zones.	Planning	Assigned

Appendix A

December 3, 2020		THAT Council adopt the December 3, 2020 Special Meeting Minutes as presented.	Print, sign, upload and file.	Administration	Complete
December 15, 2020	Development of "The Cabins" Properties in the Reef Point Area John Towgood, Planner 1	11. THAT Council authorize the following: a. discharge of Statutory Right-of-Way EL10355 from the Cabins Property, as defined in this report, at the time the subdivision is registered to redefine the parcel boundaries for the subject properties; and, b. removal of section 3.a from Statutory Right-of-Way EL10354 from the Lodge and the Staff Housing Property, as defined in this report, at the time the subdivision is registered to redefine the parcel boundaries for the subject properties; and	Discharge and amend the Statutory Rights of Way at the appropriate time.	Planning	Assigned
December 15, 2020	Development of "The Cabins" Properties in the Reef Point Area John Towgood, Planner 1	7. THAT District of Ucluelet Official Community Plan Amendment Bylaw No. 1281, 2020, be referred to a public hearing;	Give notice of the public hearing for the OCP Amendment, Zoning Bylaw Amendment, and the Development Variance Permit. Conduct public hearing.	Planning	In Progress: Public Hearing scheduled for January 28 was cancelled. Hearing date TBD.
December 15, 2020	Karen Laine and Christine Brice Re: Utility Charges Increase	THAT Staff work with Ardent Properties to identify options and present a report to Council in 2021.	Draft report regarding the water fees applicable to Whiskey Landing and other Strata Buildings.	Finance	In Progress
January 12, 2021	Ucluelet Climate Change Adaptation Plan Adoption Mark Boysen, Chief Administrative Officer	1. THAT Council adopt the Ucluelet Climate Change Adaptation Plan; and, 2. THAT Council direct Staff to integrate the adopted Climate Change Adaptation Plan actions into the District's Five-Year Financial Plan process.	Post Climate Change Adaptation Plan on Ucluelet.ca.	Administration	Complete
January 12, 2021	Overdose Crisis and Call for Overdose Action Plan Ken Christian, Mayor, Kamloops	THAT Council support the resolution adopted by the Kamloops City Council regarding overdose crisis in British Columbia.	Draft and send letter of support.	Administration	Complete
January 12, 2021	Guiding Lights Across BC - Feb 22 2021 - District of Ucluelet Diamond Isinger, Provincial Commissioner (BC), Girl Guides of Canada-Guides du Canada	THAT Council direct Staff to install blue lights on the District of Ucluelet sign located at the junction for the week of February 22, 2021 to participate in Guiding Lights Across BC.	Install lights on District of Ucluelet sign at the Junction for the week of February 22, 2021.	Public Works	In Progress
January 12, 2021	Ucluelet Draft OCP Bruce Greig, Manager of Community Planning	THAT Council, with regard to the 2020 Official Community Plan (OCP) bylaw update: 1. receive this report for information; 2. discuss the draft plan and its policy contents; and, 3. provide feedback to staff on any desired changes to the draft before the bylaw is brought back for consideration of second reading as amended at a future meeting of Council.	Bring back OCP for second reading as amended.	Planning	Assigned

Appendix A

January 26, 2021	2021 Council Meeting Schedule Amendment Joseph Rotenberg, Manager of Corporate Services	THAT Council reschedule the February 4, 2021 "Committee of the Whole – Societies" meeting to March 4, 2021 at 3:30 PM.	Post notices of rescheduling.	Administration	Complete
January 26, 2021	District of Ucluelet Zoning Amendment Bylaw No. 1267, 2020 (796 Marine Drive) - Adoption Joseph Rotenberg, Manager of Corporate Services	THAT District of Ucluelet Zoning Amendment Bylaw No. 1267, 2020, be adopted.	Update bylaw tracker, print, sign and file.	Administration	Complete
January 26, 2021	District of Ucluelet Zoning Amendment Bylaw No. 1282, 2020 (The Lodge at Terrace Beach) – Rescind 2nd Reading and Amend Bruce Greig, Manager of Community Planning	THAT District of Ucluelet Zoning Amendment Bylaw No. 1282, 2020, be referred to a public hearing; and,	Publish public hearing notice.	Planning	Assigned
January 26, 2021	District of Ucluelet Zoning Amendment Bylaw No. 1282, 2020 (The Lodge at Terrace Beach) – Rescind 2nd Reading and Amend Bruce Greig, Manager of Community Planning	THAT District of Ucluelet Zoning Amendment Bylaw No. 1282, 2020, be given second reading as amended;	Amend bylaw.	Administration	Complete
January 26, 2021	District of Ucluelet Zoning Amendment Bylaw No. 1282, 2020 (The Lodge at Terrace Beach) – Rescind 2nd Reading and Amend Bruce Greig, Manager of Community Planning	THAT the public hearing currently scheduled for Thursday January 28, 2021, be cancelled.	Publish notice of cancellation.	Administration	Complete