



REGULAR MEETING OF COUNCIL
Tuesday, December 14, 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 THE YUULU?I?ATH	
Council would like to acknowledge the Yuulu?i?ath, on whose traditional territories the District of Ucluelet operates.	
3. NOTICE OF VIDEO RECORDING	
Audience members and delegates are advised that this proceeding is being video recorded and broadcast on YouTube and Zoom, which may store data on foreign servers.	
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5. APPROVAL OF AGENDA	
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Re: Proposed Parking Reduction to our Downtown	
Delegation Request Form / Letter	
• Marthe Bakker, Community Paramedicine – Ucluelet, BC	
Emergency Health Services	
Re: Community Paramedicine Updates	
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District of Ucluelet Zoning Amendment Bylaw No. 1299, 2021 (312 Pass of Melfort Place)

10.1	Statement of the Chair (i) Review of the Public Hearing Procedure	
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Christine Brice, Strata Manager
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Erin Ryan, MSc, RPBio (she/her), Specialist, Research Communications, BC SPCA
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17. OTHER BUSINESS
18. QUESTION PERIOD
19. CLOSED SESSION

19.1 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 to consider matters related to labour relations or other employee relations.*

20. RECONVENE FROM CLOSED SESSION

21. ADJOURNMENT

DISTRICT OF UCLUELET
MINUTES OF THE REGULAR COUNCIL MEETING
HELD IN THE GEORGE FRASER ROOM, 500 MATTERSON DRIVE
Tuesday, November 9, 2021 at 3:30 PM

Present: **Chair:** Mayor Noël
 Council: Councillors Cole, Hoar, Kemps, and McEwen
 Staff: Duane Lawrence, Chief Administrative Officer
 Donna Monteith, Chief Financial Officer
 Bruce Greig, Director of Community Planning
 James Macintosh, Director of Engineering Services
 Joseph Rotenberg, Manager of Corporate Services

Regrets:

1. CALL TO ORDER

The meeting was called to order at 3:30 PM.

2. ACKNOWLEDGEMENT OF THE YUULU?IL?ATH

Council acknowledged the Yuulu?il?ath, on whose traditional territories the District of Ucluelet operates.

3. NOTICE OF VIDEO RECORDING

Audience members and delegates were advised that this proceeding is being video recorded and broadcast on YouTube and Zoom, which may store data on foreign servers.

4. LATE ITEMS

There were no late items.

5. APPROVAL OF THE AGENDA

5.1 November 9 2021, Regular Agenda

2021.2312.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Hoar**

THAT Council adopt the November 9, 2021, Regular Meeting Agenda.

CARRIED.

6. UNFINISHED BUSINESS

There was no unfinished business.

7. MAYOR'S ANNOUNCEMENTS

The Mayor noted upcoming local Remembrance Day proceedings and the Public Health Order related to masks.

8. PUBLIC INPUT & DELEGATIONS

8.1 Public Input
There was no public input.

8.2 Delegations

Troy Clifford, Provincial President, Ambulance Paramedics of BC, CUPE Local 873

Re: Ambulance Paramedics of British Columbia

Mr. Clifford presented on behalf of the Ambulance Paramedics of BC, CUPE Local 873. He outlined the role of this organization and discussed service delivery issues. Mr. Clifford noted issues with the Scheduled On Call staffing model and explained the importance of consulting with community members to meet community needs.

Denise Stys-Norman, Executive Director, Tourism Ucluelet
Re: Tourism Ucluelet's 2022 Tactical Plan

Ms. Stys-Norman presented on behalf of Tourism Ucluelet. She reviewed the 2022 Tactical Plan and outlined Tourism Ucluelet's mandate. Ms. Stys-Norman went on to share some 2021 statistics, and Tourism Ucluelet's current marketing messaging and purpose statement. She outlined their 2021 and 2022 budgets including the current and projected financial implications of COVID-19. Ms. Stys-Norman also highlighted the planned 2022 projects and key staff members.

Ms. Stys-Norman addressed Council questions related to projected revenues.

9. REPORTS

9.1 **Koers Engineering and Associates Ltd. Contract Renewal**
James MacIntosh, Director of Engineering Services

Mr. MacIntosh presented this report and answered Council questions.

2021.2313.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Kemps**

THAT Council approve Option A, to authorize an extension of the fee-for-service contract between the District of Ucluelet and Koers & Associates Ltd. from May 26, 2021, through to May 26, 2023.

CARRIED.

9.2 Water Distribution System Improvement Implementation Plan
James MacIntosh, Director of Engineering Services

Mr. MacIntosh provided this report. He noted that the water practitioner report recommendations will start to be actioned in January of 2022. He also addressed implementation timelines and next steps. Mr. MacIntosh also outlined the communication plan provided with the Report.

Mr. MacIntosh answered Council questions.

9.3 Planning, Building and Bylaw Department Activity Report
Bruce Greig, Director of Community Planning

Mr. Greig presented this information report. He noted anomalies in the 2021 data, including significant increases in visitation and development related applications.

9.4 Cheque Listing - Oct 2021
Paula Mason, Administration Clerk

10. LEGISLATION

10.1 District of Ucluelet Zoning Amendment Bylaw No. 1284, 2021 (Lot 16 Marine Drive) - Adoption
Bruce Greig, Director of Community Planning

Mr. Greig presented this report. Mr. Greig noted that the referenced covenant has been registered against the property.

2021.2314.REGULAR **It was moved by Councillor Hoar and seconded by Councillor Kemps**
THAT Council adopt District of Ucluelet Zoning Amendment Bylaw No. 1284, 2021.

CARRIED.

2021.2315.REGULAR **It was moved by Councillor Hoar and seconded by Councillor McEwen**
THAT Council give first, second and third readings to District of Ucluelet Housing Agreement Bylaw No. 1297, 2021.

CARRIED.

10.2 Council Procedure Bylaw No. 1300, 2021 (Readings 1-3)
Joseph Rotenberg, Manager of Corporate Services

2021.2316.REGULAR **It was moved by Councillor Hoar and seconded by Councillor McEwen**
THAT Council direct Staff to redraft District of Ucluelet Council Procedure Bylaw No. 1300, 2021:
a. to retain the Public Input section of the Agenda;

b. to retain the Question Period as set out in Bylaw 1264, 2020; And further

THAT Council direct Staff to present the redrafted bylaw at a future meeting.

CARRIED.

11. NOTICES OF MOTION

There were no Notices of Motion.

12. CORRESPONDENCE

12.1 Appointment to the 2022 Vancouver Island Regional Library Board *Ben Hyman, Executive Director, Vancouver Island Regional Library*

2021.2317.REGULAR It was moved by Mayor Noël and seconded by Councillor Cole

THAT Councillor McEwen be appointed to represent the District of Ucluelet on the Vancouver Island Regional Library Board for the 2022 year.

CARRIED.

12.2 Paid Sick Leave for Workers *Lisa Helps, Mayor, City of Victoria*

12.3 Fireworks and Pets *Steph Prewitt*

12.4 Whiskey Landing Strata Council Water Billing *Christine Brice, Strata Manager*

The Mayor noted that this matter already came before Council and has been dealt with by Staff.

12.5 VIS 6724, The Moorage, Street Parking Signage and Enforcement *Christine Brice, Strata Manager*

13. INFORMATION ITEMS

13.1 Letter from Cory Heavener and Renaa Bacy, Office of the Provincial Director of Child Welfare *Cory Heavener, Assistant Deputy Minister and Provincial Director of Child Welfare, and Renaa Bacy, Provincial Director of Adoption*

13.2 Letter from Minister of Tourism, Arts, Culture and Sport *Melanie Mark, Minister of Tourism, Arts, Culture and Sport*

13.3 Wildlife Related Page on District Websites? *Bob Hansen, Pacific Rim WildSafeBC Coordinator*

13.4 CleanBC Roadmap to 2030 Announcement *Josie Osborne, Minister of Municipal Affairs*

13.5 Introduction of Bill 26 in BC Legislature

Tara Faganello, Assistant Deputy Minister, Ministry of Municipal Affairs

13.6 BC Forest Workers are Climate Change Heroes

Steven F. Kozuki, Executive Director, Forest Enhancement Society of BC

13.7 AVICC Workshop Suggestions, Hotels for 2022 Convention

2021.2318.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Cole**

THAT Councillor Cole, Councillor McEwen, Councillor Hoar, Councillor Kemps, and Mayor Noël be approved to attend the 2022 Annual AVICC Conference in Victoria.

CARRIED.

2021.2319.REGULAR **It was moved by Councillor Hoar and seconded by Councillor McEwen**

THAT Councillors Cole, McEwen, Hoar, Kemps, and Mayor Noël be approved to attend the Local Government Leadership academy conference, February 9 – 11, 2022 in Richmond.

CARRIED.

14. COUNCIL COMMITTEE REPORTS**14.1 Councillor Marilyn McEwen**

Deputy Mayor January - March 2021

Attended the virtual Vancouver Island Economic Alliance conference on October 27 & 28, 2021

14.2 Councillor Lara Kemps

Deputy Mayor April - June 2021

14.3 Councillor Jennifer Hoar

Deputy Mayor July - September 2021

Attended the virtual Vancouver Island Economic Alliance conference on October 27 & 28, 2021

Attended the Wild Pacific Trail Meeting on December 3, 2021

14.4 Councillor Rachelle Cole

Deputy Mayor October - December 2021

Attended the virtual Vancouver Island Economic Alliance conference on October 27 & 28, 2021

Attended the Coastal Family Resource Coalition session on November 3, 2021

14.5 Mayor Mayco Noël

Met with Bob Hanson from WildSafeBC. Mr. Hansen noted the need for increased Bylaw measures associated with Wild Life Attractants.

15. OTHER BUSINESS

15.1 There was no other business.

16. QUESTION PERIOD

There were no questions.

17. CLOSED SESSION

There was no closed session.

18. RECONVENE FROM CLOSED SESSION

19. ADJOURNMENT

The meeting was adjourned at 5:20 PM.

CERTIFIED CORRECT: Minutes of the Regular Council Meeting held on Tuesday, November 9, 2021 at 3:30 pm in the George Fraser Room, Ucluelet Community Centre, 500 Matterson Road, Ucluelet, BC.

Mayco Noël
Mayor

Joseph Rotenberg
Corporate Officer

DISTRICT OF UCLUELET
MINUTES OF THE REGULAR COUNCIL MEETING
HELD IN THE MAIN HALL, 500 MATTERSON DRIVE
Tuesday, November 23, 2021 at 3:30 PM

Present: **Chair:** Mayor Noël
 Council: Councillors Cole, Hoar, Kemps, and McEwen
 Staff: Duane Lawrence, Chief Administrative Officer
 Donna Monteith, Chief Financial Officer
 Bruce Greig, Director of Community Planning
 Rick Geddes, Fire Chief
 John Towgood, Municipal Planner
 Joseph Rotenberg, Manager of Corporate Services
 Paula Mason, Administration Clerk

Regrets:

1 CALL TO ORDER

The meeting was called to order at 3:30 PM.

2 ACKNOWLEDGEMENT OF THE YUULU?I?ATH

Council acknowledged the Yuulu?i?ath, on whose traditional territories the District of Ucluelet operates.

3 NOTICE OF VIDEO RECORDING

Audience members and delegates were advised that this proceeding was being video recorded and broadcast on YouTube and Zoom, which may store data on foreign servers.

4 LATE ITEMS

There were no late items

5 APPROVAL OF AGENDA

5.1 November 23, 2021 Regular Meeting Agenda

2021.2320.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Cole**
 THAT Council adopt the November 23, 2021 Regular Meeting Agenda as presented.

CARRIED.

6 ADOPTION OF MINUTES

6.1 October 26, 2021 Regular Minutes

2021.2321.REGULAR **It was moved by Councillor Kemps and seconded by Councillor Hoar**

THAT Council adopt the October 26, 2021 Regular Meeting Minutes as presented.

CARRIED.

7 UNFINISHED BUSINESS

There was no unfinished business

8 MAYOR'S ANNOUNCEMENTS

The Mayor recognized Mike Mead-Miller, who passed away in October. He noted the many contributions Mr. Mead-Miller made to the community of Ucluelet.

9 PUBLIC INPUT & DELEGATIONS

91 Public Input

There was no public input.

92 Delegations

Bob Hansen, Coordinator, WildSafeBC Pacific Rim
Re: Human-Bear Conflicts Overview and the Path Ahead & WSBC
Funding Request

Mr. Hanson provided a presentation regarding human-bear conflicts in the region and gave recommendations.

10 REPORTS

10.1 Evacuation Route Plan Project Report

Rick Geddes, Fire Chief

Council received a presentation regarding the District of Ucluelet Emergency Route Plan, from Vanessa Howard of Calian Emergency Management Solutions.

10.2 Project Update - Village Green Concept Design

Bruce Greig, Director of Community Planning

Pieter Van Remoortere of Lanarc Consulting, presented an overview of this project and the proposed redesign of the Village Green.

10.3 Ucluelet Fire Rescue Year to Date Report

Rick Geddes, Fire Chief

Chief Geddes presented this report which provided an update on Fire Department activities to date.

10.4 Strategic Priorities

Duane Lawrence, Chief Administrative Officer

Mr. Lawrence presented this report and outlined the structure of the Strategic Priorities Tracking Summary attached as Appendix A to the report.

2021.2322.REGULAR **It was moved by Councillor Cole and seconded by Councillor McEwen**
THAT Council take a five minute recess.

CARRIED.

Council recessed at 4:43 PM. Council returned to session at 4:47 PM.

10.5 Tourism Ucluelet Tactical Plan Approval

Duane Lawrence, Chief Administrative Officer

Mr. Lawrence presented this report and outlined Tourism Ucluelet's budget.

2021.2323.REGULAR **It was moved by Councillor Kemps and seconded by Councillor McEwen**
THAT Council approve the Tourism Ucluelet 2022 Municipal Resort District Tax One-Year Tactical Plan and budget as presented.

CARRIED.

10.6 2022 Council Appointments

Joseph Rotenberg, Manager of Corporate Services

2021.2324.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Cole**
THAT Council adopt the 2022 Council Appointments, as set out in Appendix A to this report.

CARRIED.

2021.2325.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Cole**
THAT Council appoint Councillor Hoar, as the Alternate Trustee to the Vancouver Island Regional Library Board for the 2022 year.

CARRIED.

2021.2326.REGULAR **It was moved by Councillor McEwen and seconded by Councillor Hoar**
THAT Councillors Cole, McEwen, Kemps, and Hoar be designated to serve as Deputy Mayor in accordance with the schedule set out in Appendix B to this report.

CARRIED.

10.7 Resolution Tracking - November 2021

Joseph Rotenberg, Manager of Corporate Services

11 LEGISLATION

11.1 Council Procedure Bylaw No. 1300, 2021 (Readings 1-3)

Joseph Rotenberg, Manager of Corporate Services

2021.2327.REGULAR **It was moved by Councillor Cole and seconded by Councillor McEwen**
THAT Council give District of Ucluelet Council Procedure Bylaw No. 1300,
 2021, first, second and third reading; and further

THAT Staff be authorized to provide notice to the public in accordance with
 Sections 94 and 124(3) of the Community Charter.

CARRIED.

**11.2 District of Ucluelet Housing Agreement Bylaw No. 1297, 2021 (Lot
 16 Marine Drive) - Adoption**
Bruce Greig, Director of Community Planning

2021.2328.REGULAR **It was moved by Councillor Kemps and seconded by Councillor Hoar**
THAT Council adopt District of Ucluelet Housing Agreement Bylaw No.
 1297, 2021.

CARRIED.

12 NOTICE OF MOTION

12.1 Gift to Andy Laidlaw

2021.2329.REGULAR **It was moved by Mayor Noël and seconded by Councillor Hoar**
*That Council direct staff to purchase a \$500.00 accommodation gift
 voucher to be presented to Mr. Andy Laidlaw in recognition of his service to
 the District of Ucluelet as Acting Chief Administrative Officer.*

CARRIED.

13 CORRESPONDENCE

13.1 Meeting Request: Exploratory Discussion on a Lobbyist Registry
Ryan Eickmeier, Founding Partner, Lobby Registry by J-SAS

**13.2 Petition that calls on the Federal Government to take Legislative
 Action on Consumer Fireworks**
Lavinia Rojas, Victoria BC

13.3 Child Sex Trafficking is increasing- How To Stop It
***Cathy Peters, BC anti-human trafficking educator, speaker,
 advocate, Be Amazing; Stop Sexual Exploitation***

14 INFORMATION ITEMS

**14.1 Alberni Clayoquot Health Network Table of Partners 2021 – Call For
 Members**
Marcie DeWitt, Consulting Services, Alberni Clayoquot Health Network

**14.2 Follow up of October 2021 Regional Meetings with Minister Josie
 Osborne and UBCM President Laurey-Anne Roodenburg**
***Tara Faganello, Assistant Deputy Minister, Ministry of Municipal
 Affairs***

15 COUNCIL COMMITTEE REPORTS

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

- Will attend Vancouver Island Regional Library Board of Trustees meeting on November 27, 2021.

15.2 Councillor Lara Kempes *Deputy Mayor April - June 2021*

- Attended the Chamber of Commerce Board Meeting on November 18, 2021. The Chamber is considering options related to the provision of daycare services.
- The Edge to Edge Marathon is scheduled for October 16, 2022.
- Midnight Madness is coming up on November 26, 2021.

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

- Attended the West Coast Affordable Housing discussion group.
- The Ucluelet Co-op is generally well stocked despite transportation issues.
- The Reverse Advent program started on November 21st and runs until December 11, 2021

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

- Attended the ACRD Board Meeting on November 10, 2021. Director Jack and Director McNabb will continue as Chairperson and Vice-Chairperson, respectively.
- Attended the West Coast Committee on November 17, 2021 where they received a presentation from the Alberni-Clayoquot Health Network.

15.5 Mayor Mayco Noël

- Met with the newly appointed Canadian Rangers Commanding Officer, Lieutenant-Colonel Jean-Pascal Roy and his Group Sergeant Major Chief Warrant Officer Dave Shultz.
- Attended the Central Westcoast Forest Society AGM and was re-elected Chair.

16 OTHER BUSINESS

There was no other business.

17 QUESTION PERIOD**17.1 Question Period.**

There were no questions.

2021.2330.REGULAR **It was moved by Mayor Noël and seconded by Councillor McEwen**
THAT Council recess this Regular Council Meeting until the conclusion of the Special Committee of the Whole Meeting.

CARRIED.

The meeting was recessed at 5:20 PM and recommenced at 8:09 PM.

18 CLOSED SESSION**18.1 Procedural Motion to Move In-Camera**

2021.2331.REGULAR **It was moved by Mayor Noël and seconded by Councillor Cole**
THAT the meeting be closed to the public in order to address agenda items under Section 90(1)(c) of the Community Charter to consider matters related to labour relations or other employee relations.

CARRIED.

The Meeting was closed to the public at 8:10 PM.

19 RECONVENE FROM CLOSED SESSION

The meeting opened to the public at 8:50 PM.

20 ADJOURNMENT

The meeting was adjourned at 8:50 PM.

CERTIFIED CORRECT: Minutes of the Regular Council Meeting held on Tuesday, November 23, 2021 at 3:30 pm in the Main Hall, Ucluelet Community Centre, 500 Matterson Road, Ucluelet, BC.

Mayco Noël
Mayor

Joseph Rotenberg
Corporate Officer

**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: Dec 14, 2021

Organization Name: The Crow's Nest

Name of person(s) to make presentation: Jan Draeseke

Topic: downtown parking

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

Please describe:

I wish to speak to Mayor and Council about the proposed parking reduction to our downtown.

Contact person (if different from above): _____

Telephone Number and Email: mail@crowsnestucluelet.com

Will you be providing supporting documentation? Yes No

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

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

DEC 07 2021

District of Ucluelet

Dec 7, 2021

The Crow's Nest

205 Main Street

Ucluelet, BC

Dear Mayor and Council,

I would like the opportunity to address Council on Dec 14, 2021, about the proposed parking changes to our downtown area and in front of my store. This is of grave concern to me as it may force me to close my business.

My experience during the construction phase of Netflix decreased my sales by 50%, so it is of real concern as to how I would be able to continue in business. I had 2 or 3 parking places during construction. The District Plan shows removing all parking in front of The Crow's Nest. With the removal of 25 parking places throughout the historic downtown, sales will be greatly reduced for all businesses

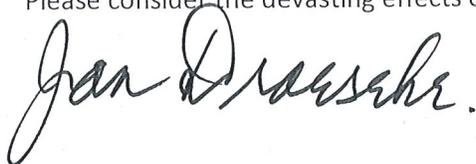
The only time we have congestion downtown is during July and August. From September to June seniors, handicapped and all customers rely on the convenient store front parking, particularly during our storms and sideways torrential rain. To remove 20+ parking spaces will affect every business downtown and make it impossible to make a living.

The Historic building that makes the downtown interesting by the proposal will be behind shrubs and relegated to a back corner and insignificance.

People don't come to Ucluelet to see manicured crosswalks, they come to experience an authentic west coast community built on the history of an evolving water access only community. The General Store faces the water, and all the supplies came up the dock. Tourists love hearing that story, but they will they be able to imagine it with manicured and shrub planted corners everywhere?

The assumptions made in this proposal have not taken into consideration the ability for businesses to survive this "vision", nor were any businesses consulted. When we all agreed to support the parking lot behind my store, we were happy for the additional parking. Now it appears it is only replacement parking and unsuitable for residents and tourists alike year-round. This is a betrayal of good will from all of us.

Please consider the devastating effects of this proposal on my ability to continue to run a business.



Jan Draeseke



NOTICE OF PUBLIC HEARING

Notice is hereby given that pursuant to Sections 464 and 466 of the *Local Government Act* a Public Hearing will be held for District of Ucluelet Zoning Amendment Bylaw No. 1299, 2021 at the Ucluelet Community Centre, located at 500 Matterson Drive, Ucluelet B.C. on **Tuesday, December 14, 2021, Commencing at 3:30 p.m.**

In general terms the purpose of this proposed bylaw is to amend section R-4.3.2 of the District of Ucluelet Zoning Bylaw No. 1160, 2013, to increase the maximum allowable Floor Area Ratio for the property legally described as Strata Lot 3, Section 1, Barclay District, Strata Plan VIS5896 (312 Pass of Melfort Place) from 0.35 to 0.375



Site Plan

Anyone who believes this bylaw will affect their interests may make a written submission and/or will be given an opportunity to be heard at the Public Hearing as follows:

Participate by Written Submission: All Written submissions must include your name and street address. Any submissions dropped-off or mailed to the District office, must be received before the start of the Public Hearing. Submissions sent by email or dropped-off at the Public Hearing may be submitted until the hearing is closed. Written submissions are considered part of the public record pursuant to the *Freedom of Information and Protection of Privacy Act*.

Drop-off at the District Office
200 Main Street
Ucluelet B.C.
(there is a drop-box on site)

Drop-off at the Public Hearing
George Fraser Room
Ucluelet Community Centre
500 Matterson Drive
Ucluelet B.C.

Mail
District of Ucluelet
P.O. Box 999
Ucluelet B.C.
VOR 3A0

Email
communityinput@ucluelet.ca

Attend In-Person, by Telephone or Using Zoom Online:
Attend In-person
George Fraser Room, Ucluelet Community Centre, 500 Matterson Drive, Ucluelet B.C.

If you do plan to attend in-person, we ask that you follow all current [Provincial Health guidance and protocols](#). Seating is limited and COVID-19 protocols are in effect.

Attend by Telephone Through Zoom Webinar
One tap mobile:
• +17789072071,,82598377539#
Telephone:
• +1 778 907 2071
• Webinar ID: 825 9837 7539
International numbers available at: <https://us02web.zoom.us/j/82598377539>

Attend Using Zoom Webinar Online
URL:
<https://us02web.zoom.us/j/82598377539>

For more information about how to participate via Zoom visit <https://ucluelet.ca/community/district-of-ucluelet-council/public-hearings> or contact the Corporate Service Department at 250-726-7744 or jrotenberg@ucluelet.ca. Public Hearings are also livestreamed on the District of Ucluelet’s YouTube Channel.

Review related materials: Copies of the proposed Bylaws and other relevant materials may be inspected online at <https://ucluelet.ca/community/district-of-ucluelet-council/public-hearings>. Paper copies are available for inspection at the District of Ucluelet Office, 200 Main St., Ucluelet B.C. (Monday to Friday, 8:30 a.m. - 4:00 p.m., excluding statutory holidays).

Questions? Contact the District of Ucluelet Planning Department at 250-726-7744 or jtowgood@ucluelet.ca.

DISTRICT OF UCLUELET**Zoning Amendment Bylaw No. 1299, 2021**

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

(312 Pass of Melfort)

WHEREAS the District of Ucluelet Council by Bylaw No. 1160, 2013, adopted the Zoning Bylaw and now deems it appropriate to amend the Zoning Bylaw;

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

1. Text Amendment:

Schedule B of the District of Ucluelet Zoning Bylaw No. 1160, 2013, as amended, is hereby further amended by:

A. Removing Lot 3 from section R-4.3.2 (1) so that this section reads as follows:

"(1) 0.35 for lands legally described as Strata Lots 2, 4-9, 13-15, 18, 20, 22, 24 and 25, all of Section 1, Barclay District, Strata Plan VIS5896; "

B. adding the following subsection (6) to section R-4.3.2 in alphanumerical order, as follows:

"(6) 0.375 for lands legally described as Strata Lot 3, Section 1, Barclay District, Strata Plan VIS5896."

2. Citation:

This bylaw may be cited as "District of Ucluelet Zoning Amendment Bylaw No. 1299, 2021".

READ A FIRST TIME this of , 2021.

READ A SECOND TIME this of , 2021.

PUBLIC HEARING this of , 2021.

READ A THIRD TIME this of , 2021.

ADOPTED this of , 2021.

CERTIFIED A TRUE AND CORRECT COPY of “District of Ucluelet Zoning Amendment Bylaw No. 1299, 2021.”

Mayco Noël
Mayor

Joseph Rotenberg
Corporate Officer

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

Joseph Rotenberg
Corporate Officer



STAFF REPORT TO COUNCIL

Council Meeting: October 26, 2021
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM:	JOHN TOWGOOD, MUNICIPAL PLANNER	FILE NO:	3360-20-RZ21-05
SUBJECT:	ZONING AMENDMENT - 312 PASS OF MELFORT PLACE	REPORT NO:	21-154
ATTACHMENT(S):	APPENDIX A - BYLAW NO. 1299, 2021 APPENDIX B – APPLICATION		

A. Recommendation:

1. **THAT** Council give first and second reading to District of Ucluelet Zoning Amendment Bylaw No. 1299, 2021, and refer the bylaw to a public hearing.

B. Purpose:

To provide Council with information on an application to amend Zoning Bylaw No. 1160, 2013, to allow for a site-specific increase in Floor Area Ratio (**FAR**) for: 312 Pass of Melfort, Lot 3, Clayoquot District, Plan VIS5896 (the “**Subject Property**”).



Figure 1 – Subject Property

C. Background:

The subject property is a vacant 0.12-acre residential corner lot in the Pass of Melfort Place subdivision (the “**Subdivision**”). There are residential properties to the sides and rear of the subject property. The subdivision is zoned R-4, which was designed as a zone for small homes

(90m²/900ft² average) on small Lots (450m² / 4500ft² average of the lots created). To regulate the home size the zone has the smallest FAR in our zoning bylaw at 0.2. The FAR regulation is the ratio of a building's total gross floor area to the size of the piece of land upon which it is built. In 2013, a zoning amendment bylaw was adopted to allow the following site-specific FAR increases to the Pass of Melfort Properties:

- 0.35 - Lots 2-9, 13-15, 18, 20, 22, 24 and 25
- 0.50 - Lot 21
- 0.66 - Lot 17
- 0.67 - Lot 16
- 0.39 - Lot 1

This change was made to recognize homes built to a gross floor area that did not meet the allowable 0.2 FAR and to give the vacant landowners an allowable gross floor area comparable to those existing homes.

In 2017, the applicant has stated that they had completed a home design for a Single-Family Dwelling for the subject property. This design utilized a zoning bylaw exemption that excluded areas for indoor parking and the storage of cars from the gross floor area.

In April of 2020, Council adopted a bylaw that, in part, refined the definition of Gross Floor Area and specific to this application it removed the exclusion of indoor parking and the storage of cars from the gross floor area.

On March 16, 2021, the applicant submitted the 2017 home design drawings for a building permit. Upon review, the proposed building did not meet the maximum gross floor area regulation because of the zoning bylaw change. The applicant revised the drawings by removing the wall of the garage space so that that space would be considered a carport and therefore reducing the gross floor area of the building so that the proposed building would comply.

On July 12, 2021, the building permit for this proposed building was issued.

On May 31, 2021, the applicant submitted this rezoning application to allow for a site-specific increase in FAR.

D. Discussion:

The applicant is requesting to increase the allowable gross floor area by 0.025. This increase in gross building area will allow the applicant to close in the carport area (**Figure 2**):



Figure 2 – Building Rendering

Considering the modest nature of the increase request and that there is a high level of variability in the building sizes already allowed in the neighborhood, this application is supportable.

E. Financial Implications:

There are no direct financial implications to the District of Ucluelet.

F. Options:

Staff support the zoning amendment. Alternatively, Council could consider the following:

2. **THAT** Council provide alternative direction to staff.

Respectfully submitted: John Towgood, Municipal Planner
Bruce Greig, Director of Planning
Duane Lawrence, Chief Administrative Officer

Appendix A**DISTRICT OF UCLUELET****Zoning Amendment Bylaw No. 1299, 2021**

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

(312 Pass of Melfort)

WHEREAS the District of Ucluelet Council by Bylaw No. 1160, 2013, adopted the Zoning Bylaw and now deems it appropriate to amend the Zoning Bylaw;

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

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B. adding the following subsection (6) to section R-4.3.2 in alphanumerical order, as follows:

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2. Citation:

This bylaw may be cited as "District of Ucluelet Zoning Amendment Bylaw No. 1299, 2021".

READ A FIRST TIME this of , 2021.

READ A SECOND TIME this of , 2021.

PUBLIC HEARING this of , 2021.

READ A THIRD TIME this of , 2021.

ADOPTED this of , 2021.

CERTIFIED A TRUE AND CORRECT COPY of “District of Ucluelet Zoning Amendment Bylaw No. 1299, 2021.”

Mayco Noël
Mayor

Joseph Rotenberg
Corporate Officer

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

Joseph Rotenberg
Corporate Officer

Appendix B

Bruce Greig, Manager of Community Planning
District Of Ucluelet
PO BOX 999
Ucluelet, BC
V0R 3A0

Dear Mr. Greig

Re: Site specific zoning amendment request: 312 Pass of Melfort Place (R4)

The purpose of this site-specific application is to increase the allowable Floor Area Ratio (FAR) for this property from 0.35 to 0.375 (an increase of 0.025) to allow for a small one car garage.

Background

It has been our daughter Jess' dream to live and work in Ucluelet, to become part of the community and partake in the natural amenities they have come to love. To this end we bought the above lot with Jess (Aug. 2017) and began the long 3 year process of planning the home with completed structural and engineered plans (2018) followed by searching, unsuccessfully, for a contractor, which is very difficult. This all finally started to come together in January, 2021 when we were able to hire Bran Kirkwood, BKC Contracting and submit for a Building Permit (BP).

At the time the plans were completed the zoning bylaw had an exemption for garage space on the overall FAR for all single family residences including R1 and R4. The drawings prepared at the time conformed to the bylaw and was actually 0.31 FAR, which was less than the 0.35 FAR allowed. The plans passed the strata "Building Scheme" and matched the other homes on the street. The plans also passed the structural part of the building permit but did not receive planning approval due to the new FAR restrictions as of 2020.

Zoning changes

In 2020, Council passed a zoning amendment removing the garage floor area exemption from all Residential zoning. This zoning was subsequently amended to allow an exemption of up to 600 sq.ft. of garage space for R1 zones only. Unfortunately this was not extended to R4 zones which are also single family lots but of a smaller size.

An exemption to the FAR as requested would allow for a small one car garage as originally designed and would have essentially no effect on the existing character or density of the subdivision.

We ask that you consider these impacts to Jess' unique situation and expedite this amendment to increase the FAR for this lot that would allow us to build the garage as originally designed. This would be a reasonable solution in keeping with the form of the neighbourhood and would have negligible impact to the density.

Community Support

Pass of Melfort Place is under the Wild Pacific Cove Strata Corp. for the common property. The lots and homes are individually owned but are subject to building guidelines. We have the support of the Strata for this modest amendment and we will solicit support from the immediate neighbours as well. These letters of support will be forthcoming.

Sincerely yours

A handwritten signature in blue ink that reads "Ken Bennett". The signature is written in a cursive style with a long horizontal flourish extending to the right.

Ken Bennett



DISTRICT OF UCLUELET

Excerpts from the October 26, 2021 Regular Meeting Minutes

LEGISLATION

11.3 Zoning Amendment - 312 Pass of Melfort Place John Towgood, Municipal Planner, District of Ucluelet

Bruce Greig, Director of Community Planning, presented this report. He noted that the proposed rezoning would expand the Floor Area Ratio to allow the applicants to enclose the carport.

2021.2307.REGULAR It was moved by Councillor Hoar and seconded by Councillor McEwen

***THAT** Council give first and second reading to District of Ucluelet Zoning Amendment Bylaw No. 1299, 2021, and refer the bylaw to a public hearing.*

CARRIED.

From: [REDACTED]
To: [Community Input Mailbox](#)
Subject: Support for Zoning Amendment, 312 Pass of Melfort Place: File No: 3360-20-RZ21-05
Date: November 16, 2021 5:12:18 PM

[External]

Dear Mayor Noel and members of Council

Re: Support for Zoning Amendment, 312 Pass of Melfort Place: File No: 3360-20-RZ21-05

I support the above Zoning Amendment.

The small increase to the requested Floor Area Ratio in order to change the carport to a single car garage will not impact our neighbourhood. Typically garages are excluded from the GFA and we hope that this neighbourhood will be able to get that changed back to typical for the other properties as well. These small changes to the housing GFA provides a better livable space, more storage and safer storage for bikes/boards/cars/etc ensuring the yards are kept cleaner for the long term Ucluelet community members.

Respectfully submitted.

Danielle Dievert
329 Pass of Melfort

From: [REDACTED]
To: [Community Input Mailbox](#)
Subject: Support for zoning amendment
Date: November 16, 2021 1:38:01 PM

[External]

Dear Mayor Noel and members of Council,

Re:Support for Zoning Amendment, 312 Pass of Melfort Place: File No.3360-20-RZ21-05

I support the above Zoning Amendment.

The small increase to the requested Floor Area Ratio in order to change the carport to a single car garage will not impact our neighborhood.

Respectfully submitted,

Lynette Duncan

316 Pass of Melfort Place, Ucluelet

From: [REDACTED]
To: [Community Input Mailbox](#)
Subject: Re: Support for Zoning Amendment, 312 Pass of Melfort Place: File No: 3360-20-RZ21-05
Date: November 14, 2021 5:11:51 PM

[External]

Dear Mayor Noel and members of Council,

Re: Support for Zoning Amendment, 312 Pass of Melfort Place: File No: 3360-20-RZ21-05

I support the above Zoning Amendment.

The small increase to the requested Floor Area Ratio in order to change the carport to a single car garage will not impact our neighbourhood and conforms more closely to the building scheme for all strata members of our street, Pass of Melfort Pl.

Respectfully submitted.

Marc Garand
President Wild Pacific Cove Strata
[REDACTED]
325 Pass of Melfort Place
Ucluelet, BC.
V0R 3A0

From: [REDACTED]
To: [Community Input Mailbox](#)
Subject: File No: 3360-20-RZ21-05
Date: November 16, 2021 7:00:08 PM

[External]

Dear Mayor Noel and members of Council,

Re: Support for Zoning Amendment, 312 Pass of Melfort Place: File No: 3360-20-RZ21-05

I support the above Zoning Amendment.

The increase to the requested Floor Area Ratio will not impact our neighbourhood. I would support an increase of Floor Area Ratio for all new builds in our neighborhood.

Thank you for your time and consideration

Regan Kennedy
331 Pass of Melfort Place

Regan Kennedy

Owner / Operator
Bolder Climbing Community
#5 5508 1st Street SE
Calgary, AB

[REDACTED]

[REDACTED]

[REDACTED]

www.bolderclimbing.com

bolder
climbing community

From: [REDACTED]
To: [Community Input Mailbox](#)
Subject: File No: 3360-20-RZ21-05
Date: November 16, 2021 12:10:50 PM
Attachments: [Outlook-gv1xfwxq.png](#)

[External]

Dear Mayor Noel and members of Council,

Re: Support for Zoning Amendment, 312 Pass of Melfort Place: File No: 3360-20-RZ21-05

I support the above Zoning Amendment.

The increase to the requested Floor Area Ratio will not impact our neighbourhood. I would support an increase of Floor Area Ratio for all new builds in our neighborhood.

Thank you for your time and consideration

Josh Muller
331 Pass of Melfort Place

Josh Muller

Owner / Operator
Bolder Climbing Community
#5 5508 1st Street SE
Calgary, AB
[REDACTED]

WIP Climbing
780 30th Street
Courtenay, BC
[REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]



From: [Mary & Dave Nichol](#)
To: [Community Input Mailbox](#)
Subject: Support for Zoning Amendment, 312 Pass of Melfort Place: File No: 3360-20-RZ21-05
Date: November 16, 2021 2:48:40 PM

[External]

Dear Mayor Noel and members of Council

Re: Support for Zoning Amendment, 312 Pass of Melfort Place: File No: 3360-20-RZ21-05

We support the above Zoning Amendment.

The small increase to the requested Floor Area Ratio in order to change the carport to a single car garage will not impact our neighbourhood.

Respectfully submitted.

Mary & Dave Nichol
322 Pass of Melfort Place
Ucluelet, B.C.
VOR 3A0

From: [REDACTED]
To: [Community Input Mailbox](#)
Subject: Support for Zoning Amendment, 312 Pass of Melfort Place: File No: 3360-20-RZ21-05
Date: November 19, 2021 6:46:02 PM

[External]

Dear Mayor Noel and members of Council

Regarding the support for Zoning Amendment, 312 Pass of Melfort Place: File No: 3360-20-RZ21-05

I support the above Zoning Amendment. I believe small increase to the Floor Area Ratio as requested in order to change the carport to a single car garage won't impact the neighborhood.

Best regards,
Yan Reznikov

Lot 10, 348 Pass of Melfort Place
Ucluelet BC

From: [REDACTED]
To: [Community Input Mailbox](#)
Subject: 312 Pass of Melfort Place
Date: November 16, 2021 12:29:47 PM

[External]

Dear Mayor Noel and members of Council

Re: Support for Zoning Amendment, 312 Pass of Melfort Place: File No: 3360-20-RZ21-05

Please be advised that I support the above Zoning Amendment.

The small increase to the requested Floor Area Ratio in order to change the carport to a single car garage will not impact our neighbourhood and will foster positive community relations.

Respectfully submitted.

Al Schmidt
Lot 23 (25) Melfort

-
-

**REPORT TO COUNCIL**

Council Meeting: December 14, 2021
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: RICK GEDDES, FIRE CHIEF**FILE NO:** 2240-65**SUBJECT: EXECUTION OF FIRE SERVICES AND DONATION AGREEMENTS WITH TOQUAHT NATION**

ATTACHMENT(S): APPENDIX A: FIRE SERVICES AGREEMENT
APPENDIX B: DONATION AGREEMENT

REPORT NO: 21- 179**RECOMMENDATION:**

THAT Council authorizes the Mayor and Corporate Officer to execute the Fire Service Agreement and Donation Agreement between the District of Ucluelet and Toquaht Nation as presented in the December 14, 2021 report from the Fire Chief.

BACKGROUND:

At the regular meeting of Council on October 26th, 2021, the motion, *“THAT Council endorse the draft Fire Services Agreement and Donation Agreement between the District of Ucluelet, and Toquaht Nation as presented; and further, THAT Council direct staff to present the final Fire Service Agreement and Donation Agreement between the District of Ucluelet and Toquaht Nation upon Toquaht Nation executing the agreement”* was passed.

The draft Fire Services Agreement and Donation Agreement were presented to the Toquaht Nation in November of 2021. Both the Fire Services and Donation agreements were reviewed and executed by Toquaht Nation and are ready for consideration by Council.

ANALYSIS OF OPTIONS

A	Approve Fire Services and Donation Agreements as presented	<u>Pros</u>	<ul style="list-style-type: none"> • Assists in maintaining relations with our neighbours by sharing resources. • Provides Toquaht Nation with much-needed firefighting equipment, personnel, training, and expertise in firefighting. • Will dispose of a vehicle which functions as required and will fill a large void for Toquaht Nation but has little value to the District of Ucluelet.
		<u>Cons</u>	<ul style="list-style-type: none"> • Fire Department resources will be outside of the District of Ucluelet from time to time. • The Fire Chief’s time will be required to train Toquaht Nation responders.

		<u>Implications</u>	<ul style="list-style-type: none"> Toquaht Nation will pay the District of Ucluelet an annual fee of \$5000.00 per year. This fee is in recognition of time utilized to execute the agreements.
B	Amend the agreement and authorize the execution of the amended agreement.	<u>Pros</u>	<ul style="list-style-type: none"> Will provide Council the means to amend any areas of the Agreement(s) with which they are not currently content.
		<u>Cons</u>	<ul style="list-style-type: none"> Will delay the execution of the agreements. The Toquaht Nation will need to review the amendments prior to adoption.
		<u>Implications</u>	<ul style="list-style-type: none"> May have implications on relations with Toquaht Nation.
		<u>Suggested Motion</u>	<p>That Council approve option B, to amend the _____ Agreement between the District of Ucluelet and Toquaht Nation by removing/adding _____; and, further,</p> <p>That Council direct staff to bring the amended Fire Services Agreement and Donation Agreement back to Council for consideration upon receipt of the Toquaht Nation endorsement of the amended agreement(s).</p>
C	Do not proceed with the execution of the agreements	<u>Pros</u>	<ul style="list-style-type: none"> There are no apparent pros of choosing this option.
		<u>Cons</u>	<ul style="list-style-type: none"> May have implications on relations with Toquaht Nation.
		<u>Implications</u>	<ul style="list-style-type: none"> The Agreements will not generate a financial gain for the District so there are no financial implications with not proceeding.
		<u>Suggested Motion</u>	A motion is not required if Council determines not to proceed with the agreement.

POLICY OR LEGISLATIVE IMPACTS:

- **Community Charter, Section 23 (1) (a)** permits a municipality and another public authority to enter into agreements respecting the undertaking, provision and operation of activities and services.

NEXT STEPS

- Once the Agreements are executed by Council, the terms can then be enacted (ie: The Fire Chief can begin working with Toquaht Nation to assist in their emergency response capabilities).
- Council can then participate in the level of celebration of the Agreements with which Toquaht nation has decided on, should that be a desire.

Respectfully submitted: Rick Geddes, Fire Chief
 Duane Lawrence, Chief Administrative Officer

Appendix A

FIRE SERVICES AGREEMENT

This Agreement dated for reference the 1st day of November 2021, is

BETWEEN:

DISTRICT OF UCLUELET

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

(the “**District**”)

AND:

TOQUAHT NATION

P.O. Box 759, 1971 Peninsula Road, Ucluelet, British Columbia, V0R 3A0

(the “**Toquaht Nation**”)

WHEREAS:

- A. Toquaht Government has requested that the District provide fire protection services and fire training services on Toquaht Lands, including the community of Macoah within which most, but not all, Toquaht Nation Infrastructure and Buildings are located;
- B. Under section 13.1 of the *Community Charter* the District is authorized to provide a service within treaty lands under an agreement with a treaty first nation; and
- C. The District and Toquaht Nation wish to enter into this Agreement under which the District shall provide fire protection services to Buildings in Toquaht Lands and provide fire training services to the Toquaht Government’s emergency response team.

NOW THEREFORE THIS AGREEMENT WITNESSES that in consideration of the mutual covenants and agreements herein contained, the sufficiency of which is hereby acknowledged, the PARTIES hereto agree as follows:

1.0 DEFINITIONS

- 1.1 In this Agreement, including this section, the recitals, and schedules hereto, unless the context otherwise requires:

“**Building**” means a residential building, mobile home, or any structure, whether occupied or not.

“**District**” means the District of Ucluelet.

“**Fire Chief**” means the person appointed as the Chief of the District’s fire department, and any officer, member, or inspector who in the normal course of his or her duty is authorized by the Fire Chief to act on his or her behalf.

“**Fire Services**” means the fire protection services described in Schedule “A” to this Agreement.

“Maa-nulth Treaty” means the Maa-nulth First Nations Final Agreement, a treaty within the meaning of section 35 of the *Constitution Act, 1867* (Canada), between Canada, British Columbia, Toquaht Nation, and the other Maa-nulth First Nations, which came into effect on April 1, 2011, as amended from time to time.

“Macoah” means the Macoah community as shown on the map attached to this Agreement as Schedule “B”.

“Toquaht Government” means the “Maa-nulth First Nation Government” of the Toquaht Nation within the meaning of the Maa-nulth Treaty.

“Toquaht Lands” means the “Maa-nulth First Nation Lands” of Toquaht Nation within the meaning of the Maa-nulth Treaty and identified as “Additional Lands” and “Former Indian Reserves of Toquaht Nation” in Schedule “B”.

“Toquaht Nation” means the “Toquaht Nation” within the meaning of the Maa-nulth Treaty.

“Toquaht Nation Infrastructure” means any and all streets, roadways, bridges and associated streetlights and sidewalks, traffic lights and traffic control signs on or adjacent to Toquaht Lands that provide access to or from Toquaht Lands, driveways for access to or from Buildings and all water mains, lines, hydrants, connections, and associated works on or under Toquaht Lands as necessary for the purpose of providing Fire Services to Toquaht Lands.

“Term” means a period of time which this Agreement remains in force and effect, as described in Section 2.0.

“Training Services” means the fire protection training services described in section 4.1 of this Agreement.

“Vehicle” means the fire engine equipped with supply and attack fire hose bearing VIN: 1GDJC34M7GJ511263 that was transferred by the District to Toquaht Nation.

2.0 TERM

- 2.1 This Agreement commences on November 1st, 2021, and expires on October 30th, 2026, subject to earlier termination under section 2.2 or section 8.1.
- 2.2 This Agreement may be terminated by either party on one (1) month’s written notice delivered to the other party.

3.0 FIRE SERVICES

- 3.1 During the Term, the District will provide the Fire Services within Toquaht Lands, on the terms and conditions of this Agreement.
- 3.2 In the event of a fire, a request for the Fire Services shall be made by Toquaht Government by calling 9-1-1, who will then contact the District’s Fire Rescue Duty Officer by pager.

- 3.3 The District shall provide the Fire Services when the Fire Chief determines the District is capable of providing the Fire Services without compromising its ability to provide fire protection services within the boundaries of the District. In making this determination, the Fire Chief shall consider:
- (a) the availability of human resources; and
 - (b) the availability of equipment.
- 3.4 When the Fire Chief determines the District is capable of providing the Fire Services in accordance with section 3.3, the District will provide the Fire Services using the Fire Chief's command vehicle carrying up to four firefighters and their personal protective equipment.
- 3.5 Toquaht Nation acknowledges that it will take the District at least 40 minutes from a request for service to reach the scene of an incident at Macoah and that response time may be longer if the incident occurs on other Toquaht Lands that are further or less accessible than Macoah.
- 3.6 The Fire Chief shall assume incident command upon arrival at an incident in Toquaht Lands.
- 3.7 The District's personnel shall discontinue providing the Fire Services in response to an incident when:
- (a) the Fire Chief determines that the incident is under control; or
 - (b) the District's personnel are required to respond to an incident in the District.
- 3.8 The District may, from time to time at its sole discretion, assist Toquaht Government in determining fire cause and origin.
- 3.9 Upon request by the Toquaht Government, the District will provide fire safety inspections on public buildings within Toquaht Lands. Inspections will be scheduled at mutually convenient times and will be undertaken by a qualified fire inspector.
- 3.10 The District makes no representation or warranty that the level or degree of Fire Services provided under this Agreement will be maintained or continued to any particular standard other than as stated expressly herein. Toquaht Nation acknowledges and agrees that from time to time there may be interruptions or reductions in the level of Fire Services, and that the District will not be held liable for any losses, costs, damages, claims, or expenses arising from or connected with a temporary interruption or reduction in the level of Fire Service provided under this Agreement.
- 3.11 The District is not obliged to provide the Fire Services to any Building in Toquaht Lands if there is an outstanding stop work or fire prevention order in respect of the Building that

has not been remedied to the satisfaction of the District's Fire Chief or if Toquaht Nation Infrastructure necessary for the provision of the Fire Services, including hydrants and water mains, do not meet the applicable safety and engineering standards for such works in the District of Ucluelet.

4.0 TRAINING SERVICES

- 4.1 The District shall provide Toquaht Government or its designates with training on the appropriate use of the Vehicle and training on basic firefighting techniques, including firefighter safety.
- 4.2 The District may provide further training on the appropriate use of the Vehicle and basic fire fighting techniques at a mutually agreeable time and place.
- 4.3 The Fire Chief of the District shall provide Toquaht Government with ongoing consultation where Toquaht Government requests and the Fire Chief of the District determines, in the Fire Chief's sole discretion, that Toquaht Government would benefit from such consultation.
- 4.4 All members of Toquaht Government's emergency response team will complete Incident Command Level 100 Training.

5.0 PAYMENT FOR SERVICES

- 5.1 As compensation for the provision of Fire Services, Toquaht Nation shall pay the District an annual fee of \$5,000 (the "Service Fee") on or before the THIRTIETH (30th) day after the commencement of the Term and each anniversary thereof.
- 5.2 As compensation for the provision of the Training Services, Toquaht Nation shall pay the District one dollar (\$1.00).

6.0 COVENANTS OF THE TOQUAHT GOVERNMENT

- 6.1 Toquaht Government shall service and maintain the Vehicle in good working order and shall store the Vehicle in a sheltered location.
- 6.2 Toquaht Government will service and maintain in good working order all fire hydrants, water distribution lines, and other Toquaht Nation Infrastructure necessary for the provision of the Fire Services in Macoah to a standard substantially similar to that in the District of Ucluelet and will permit the District's fire personnel to inspect all such water distribution lines, fire hydrants and related Toquaht Nation Infrastructure.
- 6.3 Toquaht Government shall give the District maps and other information required by the District in order to enable the District to identify the location of all existing Buildings, streets, water distribution lines and fire hydrants located in Toquaht Lands on the commencement date of the Agreement. Toquaht Government shall number each

Building and shall indicate each Building's number on the map required above. Toquaht Government shall, upon request of the District, guide the Fire Chief on an inspection of Toquaht Lands to confirm the location of all Buildings, water distribution lines and fire hydrants.

6.4 Toquaht Government shall notify the District of:

- (a) any inspection reports and orders that are issued to the occupants or owners of any Buildings in Toquaht Lands as they occur;
- (b) any new Buildings which have been constructed, erected, or placed in Toquaht Lands no later than the first day of the following month; and
- (c) immediately notify the District in writing of any malfunctioning fire hydrants.

6.5 Toquaht Government shall retain in its administration records:

- (a) copies of all plans of all existing Buildings;
- (b) copies of those plans that have been approved for all purposed Buildings;
- (c) copies of any plans that have been approved for all additions to existing Buildings.

6.6 Toquaht Government will obtain and maintain during the Term of this Agreement, comprehensive general liability insurance covering bodily injury, personal injury, and property damage of not less than FIVE MILLION DOLLARS (\$5,000,000) per occurrence. The policy of insurance shall:

- (a) name the District as an additional insured;
- (b) include that the District is protected notwithstanding any act, neglect or misrepresentation by Toquaht Government which might otherwise result in the avoidance of a claim and that such policies are not affected or invalidated by any act, omission, or negligence of any third party which is not within the knowledge or control of the insureds;
- (c) not be cancelled or materially altered without the insurer providing the District with 30 days written notice stating when such cancellation or change is to be effective;
- (d) be primary and non-contributing with respect to any policies carried by the District and shall provide that any coverage carried by the District is excess coverage;
- (e) include a cross-liability clause; and

(f) be issued by an insurance company entitled to carry on the business of insurance under the laws of British Columbia.

6.7 Toquaht Government shall provide the District with certificates of insurance confirming the placement and maintenance of the required insurance upon the commencement of this Agreement and from time to time upon the District's request.

6.8 If Toquaht Government fails to insure as required, the District may effect the missing insurance in the name and at the expense of Toquaht Nation and Toquaht Nation shall promptly repay the District all costs incurred by the District in doing so. For clarity, the District has no obligation to effect such insurance.

6.9 Toquaht Government will indemnify, defend, release, and hold harmless the District from any loss, damage, expense, or cost suffered or incurred directly or indirectly as a result of or in any way related to the provision of the Fire Services or the Training Services except to the extent to which such loss, damage, expense, or cost arises as a result of negligence on the part of the District.

7.0 RIGHTS OF ACCESS

7.1 Representatives of the District may at any time enter Toquaht Lands for the purpose of providing any of the Fire Services and Training Services required in accordance with this Agreement as outlined under sections 3.0 and 4.0 and inspecting Toquaht Nation Infrastructure and ensuring compliance with the terms of the Agreement.

8.0 TERMINATION FOR BREACH OF AGREEMENT

8.1 Should either party be in breach of its covenants or undertakings under this Agreement which remains un-rectified for a period of THIRTY (30) days following written notification of such breach, the party not in breach may, at its option and without prejudice to any other rights or remedies it might have, immediately terminate this Agreement.

8.2 If this Agreement is terminated or otherwise cancelled for any reason, a prorated portion of any advance payments made by the Toquaht Nation will be refunded.

9.0 LIABILITY AND FORCE MAJEURE

9.1 The District does not warrant or guarantee the continuance or quality of any of the Fire Services provided under this Agreement and shall not be liable for any damages, expenses or losses occurring by reason of suspension or discontinuance of Fire Services for any reason which is beyond the reasonable control of the District, including without limitation acts of God, forces of nature, soil erosion, landslides, lightning, washouts, floods, storms, serious accidental damage, strikes or lockouts, vandalism, negligence in the design and supervision or construction of the Toquaht Nation Infrastructure, or in the manufacture of any materials used therein, and other similar circumstances.

10.0 COMMUNICATIONS AND CONTRACT PROTOCOL

10.1 Each of the Parties to this Agreement will appoint one or more representatives, with notice to the other Party of such appointments, as the principal contacts for official communications about this Agreement, and as the principal contacts for operational matters pursuant to this Agreement. The Parties further agree to establish a communications protocol to manage issues arising under this Agreement.

11.0 DISPUTE RESOLUTION

11.1 In the interests of cooperation and harmony the parties agree to use their best efforts to avoid conflict and to settle any disputes arising from or in relation to this Agreement.

12.0 ACKNOWLEDGEMENT OF RIGHTS

12.1 Nothing contained in this Agreement will be deemed to limit or affect any treaty rights or claims Toquaht Government may have at law or in equity. Nothing contained in this Agreement will be deemed to limit or affect the legal rights, duties or obligations of the District. The Parties agree that nothing in this Agreement will affect the cooperation or consultation covenants the Parties have entered into pursuant to other agreements.

13.0 HEADINGS

13.1 Headings that precede sections are provided for the convenience of the reader only and shall not be used in constructing or interpreting the terms of this Agreement.

14.0 ENTIRE AGREEMENT

14.1 This Agreement constitutes the entire agreement between the parties and there are no undertakings, representations or promises express or implied, other than those expressly set out in this Agreement.

14.2 This Agreement supersedes, merges, and cancels any and all pre-existing agreements and understandings in the course of negotiations between the parties.

15.0 NOTICE

15.1 The address for delivery of any notice or other written communication required or permitted to be given in accordance with this Agreement, including any notice advising the other party of any change of address, shall be as set out on the first page of this Agreement, and sent, in the case of the District, to the attention of the Fire Chief, and in the case of Toquaht Nation, to the attention of the Director of Operations.

15.2 The parties may change their address for delivery of any notice or other written communication in accordance with Section 15.1.

15.3 Any notice mailed shall be deemed to have been received on the FIFTH (5th) business day following the date of mailing. For the purposes of this section 15.3, the term “business day” shall mean Monday to Friday, inclusive of each week, excluding days which are statutory holidays in the Province of British Columbia.

16.0 AMENDMENT

16.1 The Agreement shall not be amended except by written agreement of both parties.

16.2 No waiver of the terms, conditions, warranties, covenants, and agreements set out herein shall be of any force and effect unless the same is reduced to writing and executed by all parties hereto and no waiver of any of the provisions of this Agreement will constitute a waiver of any other provision (whether or not similar) and no waiver will constitute a continuing waiver unless otherwise expressly provided.

17.0 GOVERNING LAWS

17.1 The provisions of this Agreement will be governed and interpreted in accordance with the laws of Toquaht Nation, Province of British Columbia, or Canada, as applicable.

18.0 ASSIGNMENT

18.1 The rights and obligations of the parties may not be assigned or otherwise transferred. An amalgamation by a party does not constitute an assignment.

19.0 ENUREMENT

19.1 This Agreement enures to the benefit and is binding upon the parties and their respective heirs, executors, administrators, successors, and assigns.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the respective dates written below.

DISTRICT OF UCLUELET

by its authorized signatory(ies):

Name:

Name:

Date: _____

TOQUAHT NATION

by its authorized signatory(ies):

Anne Mack

Name:



Name:

Date: December 1, 2021

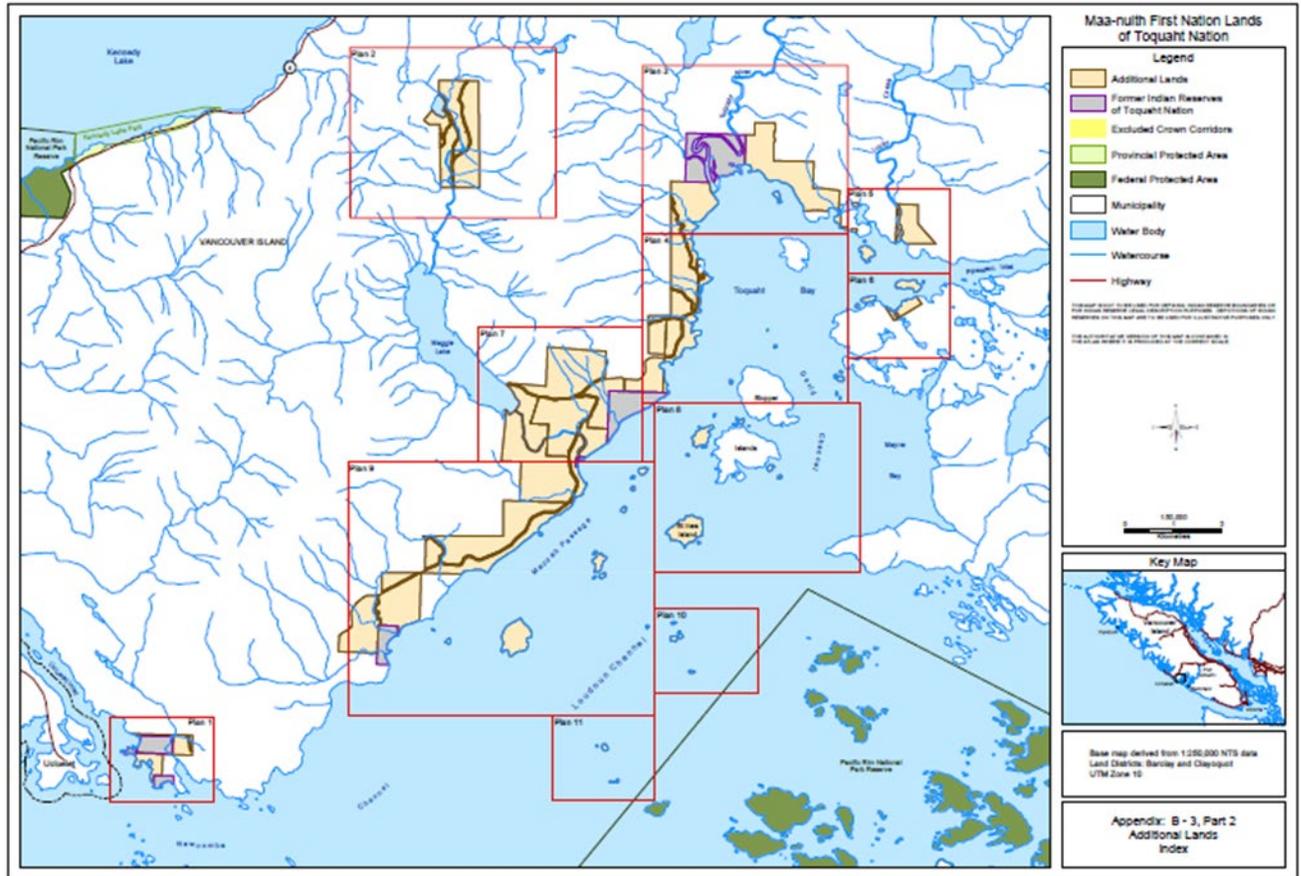
SCHEDULE "A" - FIRE SERVICES

Ucluelet Fire Rescue will respond to the following types of calls for service within the areas specified in Schedule "B" of this agreement:

- Structure fires;
- Garbage container fires;
- Chimney fires; and
- Motor vehicle fires.

Road rescue service will continue to be provided by Ucluelet Fire Rescue through Emergency Management BC.

SCHEDULE "B" - MAP OF TOQUAHT LANDS



DONATION AGREEMENT (EQUIPMENT)

This agreement dated for reference the 1st day of November 1, 2021 is

BETWEEN:

DISTRICT OF UCLUELET

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

(the “**District**”)

AND:

TOQUAHT NATION

P.O. Box 759, 1971 Peninsula Road, Ucluelet, British Columbia, V0R 3A0

(“**Toquaht Nation**”)

WHEREAS:

- A. The District decommissioned a 1986 GMC One Ton Pumper fire engine equipped with supply and attack fire hose bearing VIN: 1GDJC34M7GJ511263 (the “**Vehicle**”);
- B. The District has a surplus of used turnout gear for firefighting purposes which is detailed in Schedule A” (the Turnout Gear); and
- C. Instead of selling the Vehicle and Turnout Gear (the “**Equipment**”) at public auction, the District wishes to transfer and convey the Equipment to Toquaht Nation as a gift and Toquaht Nation wishes to accept the Equipment on the terms and conditions of this Agreement.

THIS AGREEMENT is evidence that in consideration of \$1.00 paid by each of the parties to the other, the promises contained herein, and other good and valuable consideration (the receipt and sufficiency of which the parties acknowledge), the District and Toquaht Nation agree as follows:

Gift of Equipment

1. The District will transfer the Equipment to Toquaht Nation on November 1, 2021 (the “**Transfer Date**”), on the terms and conditions of this agreement.

Process of Transfer

2. On the Transfer Date, the parties will bring a completed ICBC Transfer/Tax Form, in the form attached to this Agreement as Schedule “**B**”, to an Autoplan Broker to complete the transfer of ownership of the Vehicle to Toquaht Nation. Upon the Autoplan Broker accepting the documents of transfer, the District will convey the Vehicle to Toquaht Nation and Toquaht Nation will take possession of the Vehicle.

3. On the Transfer date, the District will deliver the Turnout Gear to the Toquaht Government. Upon Toquaht Nation taking possession of the Turnout Gear all right in and title to the Turnout Gear shall vest in the Toquaht Government.

Condition Precedent

4. The District's obligation to donate the Equipment and Toquaht Nation's obligation to accept it is subject to Toquaht Nation providing to the District before the Transfer Date, a Toquaht Government Certified Resolution passed at a properly convened meeting of the Executive authorizing the entering into of this Agreement, the bill of transfer and any other agreements and documents to affect the transfer contemplated herein.

Risk

5. The Equipment will remain at the risk of the District until Toquaht Government takes possession of the Equipment and will thereafter be at the risk of Toquaht Government.

Fair Market Value

6. The parties agree that the fair market value of the Equipment is \$3000.00.

Toquaht Nation's Acknowledgement and Agreements

7. Toquaht Nation acknowledges and agrees that:
 - (a) the District transfers and Toquaht Nation accepts the Equipment on an "as is" basis and condition;
 - (b) the District has not made any representations, warranties, or agreements as to the condition or quality of the Equipment or its suitability for any purpose and it is the sole responsibility of Toquaht Nation to satisfy itself with respect to same;
 - (c) effective from and after the Transfer Date, Toquaht Nation:
 - (i) assumes and is solely responsible for, and releases the District (and its elected and appointed officials, employees, contractors, and agents) from and against any and all actions, causes of action, liabilities, demands, claims, losses, damages, costs, expenses, fines, and penalties whether occurring, incurred, accrued or caused on or after the Transfer Date, which the First Nation or any other person has or may have arising out of or in any way related to or in connection with the Equipment;
 - (ii) agrees to indemnify and save harmless the District from all losses, actions, demands, claims, expenses, and harm of any kind which the District or its elected officials, officers, employees, agents, or others may directly or indirectly suffer, resulting from, connected with or in relation to the Equipment and its transfer to Toquaht Nation; and

- (iii) the release and indemnity in (i) and (ii), above, survive the transfer of the Equipment contemplated herein.

Costs

8. Each party will be responsible for paying its own legal fees and disbursements. Toquaht Nation will pay all costs in connection with the transfer of the Equipment, including any applicable registration fees and taxes, including GST.

Miscellaneous

9. Time shall be of the essence of this agreement.
10. There are no representations, warranties, guarantees, promises, or agreements other than those contained herein, all of which survive the completion of the transfer of the Equipment as contemplated by this agreement, and shall not merge with any deeds or agreements delivered in connection with completion and do not merge with the bill of transfer.
11. In this agreement, any reference to a party includes that party's heirs, executors, administrators, successors, and assigns, and any reference to the singular or masculine shall include the plural or feminine where the context or the parties so require.
12. The provisions of this Agreement will be governed and interpreted in accordance with the laws of Toquaht Nation, Province of British Columbia, or Canada, as applicable.

AS EVIDENCE of their agreement to be bound by the above terms and conditions, the parties have executed this agreement on the dates written below.

DISTRICT OF UCLUELET

by its authorized signatory(ies):

Name:

Name:

Date: _____

TOQUAHT NATION

by its authorized signatory(ies):

Anne Mack

Name:

Anne Mack

Name:

Date: December 1st, 2021

Schedule "A" – Used Turnout Gear

<u>Description</u>	<u>Quantity</u>
Coveralls	10 units
Turnout Gear	5 sets
Firefighting Helmets	4
Firefighting Boots	10 pairs
Firefighting Gloves	7 pairs
Balaclavas	10

DO NOT WRITE OR STAPLE
IN THIS SPACE

Transfer/Tax Form

Insurance Corporation
of British Columbia



Motor Vehicle Act
Commercial Transport Act
Provincial Sales Tax Act
Excise Tax Act
Off-Road Vehicle Act
Motor Dealer Act
Social Service Tax Act

This form must be completed in full and taken to an Autoplan Broker with identification within ten days of the sale. Use blue or black ink only.

VEHICLE DESCRIPTION

REGISTRATION NO.	COLOUR	FUEL SIC REVISED	YEAR	MAKE	MODEL	BODY STYLE
VEHICLE IDENTIFICATION NO. (VIN)		SEATING CAPACITY	NET WEIGHT (kg)	GROSS WEIGHT (kg)	DISP. (CC)	VEHICLE STATUS A - ALIASED B - REBUILT S - SALVAGE
Complete this line only if the vehicle was constructed new by a primary manufacturer and a secondary manufacturer and has 2 vehicle identification numbers (a.g. motor homes, school buses). (see reverse)		YEAR FRAME / BODY	MAKE	FRAME / BODY	SECONDARY VEHICLE IDENTIFICATION NO. (VIN)	FRAME / BODY

SELLER INFORMATION AND VEHICLE DECLARATION (Must be completed in full by the seller)

DATE OF SALE (ddmm/yyyy)	PREVIOUS VEHICLE HISTORY HAS VEHICLE EVER BEEN USED FOR: <input type="checkbox"/> Rental <input type="checkbox"/> Lease <input type="checkbox"/> Emergency or Police <input type="checkbox"/> Taxi <input type="checkbox"/> None of these	VEHICLE PREVIOUSLY REGISTERED OUTSIDE BC <input type="checkbox"/> No <input type="checkbox"/> Yes	CUMULATIVE VEHICLE DAMAGE New vehicle where damage exceeded 20% of asking price <input type="checkbox"/> No <input type="checkbox"/> Yes	Used vehicle damage over \$2,000 <input type="checkbox"/> No <input type="checkbox"/> Yes	ODOMETER READING <input type="checkbox"/> ODOMETER REPLACED/BROKEN <input type="checkbox"/> Yes <input type="checkbox"/> No
NAME (SURNAME followed by given names (no initials) or registered company name(s))		SELLER'S BC DRIVERS LIC. NO.	SELLER'S BC DRIVERS LIC. NO.	SELLING PRICE \$ _____	
RESIDENTIAL ADDRESS OF SELLER					
SIGNATURE OF SELLER(S) (Print name and title if other than an individual.)					
SIGNATURE OF SELLER(S) (Print name and title if other than an individual.)					

I/we the seller(s) certify that we are the registered owner(s) of the described vehicle and that I/we are entitled to sell it, and that the selling price includes any and all consideration received for the vehicle and that the information above is true.

PURCHASER INFORMATION AND TAX DECLARATION

- Exemption from tax being claimed? <input type="checkbox"/> No <input type="checkbox"/> Yes - Stated purchase price below market value? <input type="checkbox"/> No <input type="checkbox"/> Yes - Stated trade-in value more than market value? <input type="checkbox"/> No <input type="checkbox"/> Yes - BC seller collected GST only, but no PST? <input type="checkbox"/> No <input type="checkbox"/> Yes - Vehicle received as a gift? <input type="checkbox"/> No <input type="checkbox"/> Yes		Tax Calculation NON-REGISTRANTS ONLY PURCHASE PRICE \$ _____ LESS TRADE (if applicable) \$ _____ NET PURCHASE PRICE \$ _____ PST/HST PAYABLE (if applicable) \$ _____ HST (BC) PAYABLE (if applicable) \$ _____		PST/HST/GST REGISTRANTS ONLY SELLER'S PST/HST/GST REG. NO. _____ DEALER REG. NO. OR ICBC APP. NO. _____	
Comments: _____ Your Autoplan Broker or the Ministry of Finance may ask you to provide supporting documentation if the purchase price is below current market value, the trade-in vehicle is more than current market value, or if an exemption is being claimed. Retain all documents supporting the tax paid or the exemption claimed for tax audit purposes for five (5) years. If HST paid or exempted retain documents for seven (7) years. A signed Vehicle Registration (APV250) must accompany this document (for licensed dealers an APV250 or APV9 is acceptable)		CTB AUTHORIZING STAMP (WHERE REQUIRED) (ALL COPIES)			
NAME (SURNAME followed by given names (no initials) or registered company name(s))		PURCHASER'S BC DRIVERS LIC. NO.	PURCHASER'S BC DRIVERS LIC. NO.	I/we the purchaser(s) being 18 Years of age or older or having obtained parents' consent apply to the Insurance Corporation of British Columbia for vehicle registration or transfer of registered ownership of the vehicle described above and by my/our signature(s), I/we declare that the information included above is true.	
RESIDENTIAL ADDRESS OF PURCHASER		SIGNATURE OF PURCHASER(S) (Print name and title if other than an individual.)			
PROVINCE		POSTAL CODE			
SIGNATURE OF PURCHASER(S) (Print name and title if other than an individual.)		SIGNATURE OF PURCHASER(S) (Print name and title if other than an individual.)			
Consent of parent or legal guardian for applicant under 18 years of age I, _____ PRINT NAME OF PARENT OR LEGAL GUARDIAN _____ PRINT ADDRESS IN FULL _____ consent to the registration and licencing in the name of the applicant(s), of the vehicle described hereon.					

WARNING TO PURCHASER AND SELLER

This form is not valid if the information shown is inconsistent, changed or altered. The Ministry of Finance regularly audits vehicle transactions to verify the information provided. Any false information regarding the selling price or purchase price and trade-in (if applicable) or tax payable may result in fines and penalties. It is an offence under Provincial consumption tax legislation to make false or deceptive statements to evade the payment of tax. A person who commits such an offence is liable to fines and/or imprisonment.

AUTOPLAN AGENT TO COMPLETE For all new registrations, and rebuilt or altered vehicles - Check applicable boxes

Canadian Import <input type="checkbox"/> Canadian vehicle - previous jurisdiction _____ Vehicle purchased from GST/HST registrant? <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> VIN sighted and confirmed <input type="checkbox"/> IFRE confirmed <input type="checkbox"/> BC Vehicle Inspection Report(s) <input type="checkbox"/> Vehicle Import Form - Form 1 No. of plates surrendered <input type="checkbox"/> 1 <input type="checkbox"/> 2	Proof of ownership <input type="checkbox"/> NWS/Certificate of Origin <input type="checkbox"/> Vehicle Registration <input type="checkbox"/> Certificate of Title <input type="checkbox"/> Bill of Sale <input type="checkbox"/> Salvage Invoice <input type="checkbox"/> Broker Enquiry confirmed ownership	Physical Damage (except BC dealer with NWS) <input type="checkbox"/> Windshield <input type="checkbox"/> Body location <input type="checkbox"/> None visible	
Foreign Import <input type="checkbox"/> P - may not be sold or disposed of in Canada at any time without authorization from Canada Border Services Agency <input type="checkbox"/> T - may not be sold on or before _____ <input type="checkbox"/> N - not subject to a disposal restriction	NOT VALID UNLESS STAMPED BY AUTHORIZED ISSUING OFFICE			
TYPE OF IDENTIFICATION	IDENTIFICATION NUMBER	TYPE OF IDENTIFICATION	IDENTIFICATION NUMBER	LEGAL ENTITY NUMBER (other than individual)
I have viewed the purchaser's identification or confirmed legal entity and verified the "Autoplan Agent to complete" information.		NAME OF AGENT (PRINT)	SIGNATURE OF AGENT	

APV9/T (112014)

SEE REVERSE FOR INSTRUCTIONS

Vehicle Registration

COMPLETION OF TRANSFER/TAX FORM (APV9T)

- The purchaser is advised to check for liens and encumbrances with the Personal Property Registry, Victoria, BC before finalizing the sale.
- The seller completes the 'Seller' section of the form including the price the vehicle was sold for and information from the Vehicle Registration, and signs the Seller's Certification.
- The purchaser completes and signs the 'Purchaser' section.
- The seller retains the Seller copy of the form with the 'Seller' and 'Purchaser' sections completed.
- The purchaser must present the remaining copies of the Transfer/Tax Form (APV9T) and the Vehicle Registration (APV250 only, signed by the registered owner) to an Autoplan Broker for registration within 10 days of sale.

Signatures – where the seller or purchaser is a registered company, the signatures required are of signing officer(s) with official title(s) with the company.

Note: Business names not registered with the Corporate Registry, Victoria, BC, may not be used.

TAX OWING

For vehicles that were purchased in BC or that entered BC April 1, 2013 or later, the following tax rules apply:

Vehicles Purchased in BC

1. Dealer and Vendor Sales: GST and Provincial Sales Tax (PST) will be collected by the dealer or vendor. ICBC requires the vendor's PST number and proof PST paid. For Dealers, the Dealer number is required. If a seller collects GST only (and not PST) ICBC will collect PST on the purchase price.
2. Private Sales: PST is payable on the purchase price. Both the seller and purchaser must certify the price of the vehicle.

Vehicles Purchased Outside BC

1. Purchased in Canada, GST or HST Paid: PST is payable on the purchase price shown on the bill of sale.
2. Private Sales in Canada: Provincial Sales Tax (PST) is payable on the purchase price shown on the bill of sale.
3. Purchased Outside Canada: PST is payable on value for tax + excise tax + duty (if applicable) as shown on the Canada Border Services Agency (CBSA) B3 or B15 duty form.

Vehicles Received as Gifts

Gifts of vehicles in BC and vehicles brought into BC and received as gifts are subject to PST on the Fair Market Value unless a specific exemption applies.

Exemptions and Below Market Sales

The purchaser must provide supporting documentation if claiming an exemption, and may be asked to provide documentation if the purchase price is lower than current market value, or if the trade-in value is more than the current market value.

NEW VEHICLE REGISTRATIONS — TWO VINs ON NEW VEHICLE INFORMATION STATEMENT (NVIS)

The year, make and vehicle identification numbers recorded on the NVIS will be entered on the Transfer/Tax Form as follows:

School Bus - Year and Make: Always record year and make of secondary manufacturer on the first line of the Transfer/Tax document.

Record the year and make of the primary manufacturer on the third line of the Transfer/Tax document, circling the word "Frame".

VIN: Record the secondary manufacturer's VIN on the second line of the Transfer/Tax document only if the VIN is 17 digits long, otherwise record the primary manufacturer's VIN. Record the alternate VIN on the third line of the Transfer/Tax document and circle "Frame" or "Body".

Motor Home Class A: Follow Year and Make and VIN instructions as for school bus.

Motor Home Class C: Year and Make: Record year, make and VIN of primary manufacturer on the first line of the Transfer/Tax document. Record year and make of the secondary manufacturer on the third line of the Transfer/Tax document, circling the word "Body".

SUBSTITUTE VEHICLE:

An owner of a BC-licensed and insured vehicle may transfer the number plates to a newly-purchased BC vehicle and operate the vehicle for a maximum period of 10 days from purchase date provided ALL of the following conditions are met:

- the newly purchased vehicle is the same type and the plates are compatible (e.g., passenger plates on a passenger vehicle, commercial plates on a commercial vehicle); AND
- the newly purchased vehicle is a BC registered vehicle or is a new vehicle purchased from a BC registered dealer; AND
- title or interest in the original vehicle has been transferred.

During the 10-day period the operator must carry all the following documents, and produce to a Peace Officer upon request:

- the Purchaser's copy of the completed, dated, and signed Transfer/Tax Form (APV9T); and
- the Purchaser's Owner's Certificate of Insurance and Vehicle Licence for the transferred original vehicle; and
- the previous owner's Certificate of Registration for the newly-purchased vehicle, or a signed and dated Bill of Sale if brand new vehicle purchased from a BC Registered Dealer.

NOTE: If the original licence plates are not compatible with the newly-acquired vehicle, or if the title to or interest in the original vehicle has not been transferred, the 10-day substitute vehicle provision cannot be used, and the vehicle must be registered and licensed immediately with compatible plates, before being used on a highway. Attend an Autoplan Agent. You will need to complete and sign a Transfer/Tax Form (APV9T), and your broker will process the transfer of ownership, collect any fees, taxes and premium owing, and issue new (compatible) plates. **No insurance is in force on the vehicle until the transfer is processed and new compatible plates are issued.**

All newly purchased vehicles must be registered in the name of the licence holder at an Autoplan Agent within 10 days of purchase.

VEHICLES BROUGHT INTO BRITISH COLUMBIA FROM ANOTHER JURISDICTION:

Passenger vehicles, including small pickup trucks, motorcycles and trailers used for personal/pleasure use, must be registered by the owner within 30 days of entering the province. Cars, motor homes, vans and small trucks with a net weight of 3,500 kgs or less that have been previously registered, titled or licensed in another jurisdiction must pass a certified safety inspection before they can be registered and licensed in BC.

Commercial vehicles (except for commercial trailers) used for commercial purposes must be registered immediately. Commercial trailers that are licensed in compliance with their home jurisdiction may be operated on a BC highway.

All vehicles imported by the owner into BC must be taken to an Autoplan Broker by the owner, where the ownership, description of the vehicle, body style, vehicle identification number and odometer reading will be verified. Tax is payable unless the owner qualifies for an exemption under Provincial legislation.

Present Vehicle Registration, Certificate of Title and plates - **must be surrendered**. Owner(s) of a vehicle from another country must also produce a Vehicle Import Form - Form 1 and **surrender it at the time of registration**.

FUEL TYPE CODES	Code	Fuel Type	Code	Fuel Type	Code	Fuel Type	Code	Fuel Type
	A	Alcohol	F	Diesel - Butane	N	Natural Gas	T	Diesel - Propane
	B	Butane	G	Gasoline	P	Propane	U	Gasoline - Natural Gas
	D	Diesel	H	Gasoline - Alcohol	R	Diesel - Natural Gas	W	Gasoline - Propane
	E	Electric	L	Gasoline - Electric	S	Propane - Natural Gas	Y	Hydrogen
							Z	Multi-Fuel

PRIVACY NOTICE:

The personal information on this form is collected: (a) by ICBC for the purpose of considering the application by seller and purchaser of the initial vehicle registration or transfer of vehicle ownership and is authorized by the *Motor Vehicle Act*, the regulations thereunder and other related legislation; (b) by ICBC for the purpose of administering the *Provincial Sales Tax Act* and regulations thereunder, *Excise Tax Act* and the regulations thereunder, and (c) by the Ministry of Finance ("Ministry") for the purpose of administering the *Excise Tax Act* and the regulations thereunder and Provincial tax legislation. Each of ICBC and the Ministry may use and disclose this information in accordance with the provisions of Part 3 of the *Freedom of Information and Protection of Privacy Act*. Questions about the collection of this information can be directed to: (a) for ICBC, to the Manager, Information and Privacy, by phone 604-661-2800 or to this address: ICBC, PO Box 5050 Station Terminal, Vancouver BC V6B 4T4; (b) for the Ministry, to the Manager Program Services Section, at, Ministry of Finance, by phone toll-free at 1-877-388-4440 and ask to be re-directed, or to this address: PO BOX 9442, Sin Prov Govt, Victoria, BC V8W 9V4.



REPORT TO COUNCIL

Council Meeting: December 14, 2021
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JOSEPH ROTENBERG, MANAGER OF CORPORATE SERVICES

FILE NO: 2300-20

SUBJECT: 2022 CORPORATE OFFICER AND DEPUTY CORPORATE OFFICER APPOINTMENTS

REPORT NO: 21- 173

ATTACHMENT(S): NONE

RECOMMENDATION(S):

That Council approve Option A, to appoint Duane Lawrence as the District of Ucluelet Corporate Officer, effective December 14, 2022; and,

That Council appoint Joseph Rotenberg, as the District of Ucluelet Interim Deputy Corporate Officer from December 14, 2021 to January 2, 2022, effective immediately; and further,

That Council appoint Paula Mason as the District of Ucluelet Deputy Corporate Officer, effective January 3, 2022.

BACKGROUND:

Joseph Rotenberg, the District of Ucluelet's Manager of Corporate Services and Corporate Officer, will be on leave from January 3 to July 4, 2022. This leaves the Corporate Officer position vacant as of January 3, 2022.

Paula Mason, will fill the Manager of Corporate Services role while Mr. Rotenberg is on leave.

Historically, the District has assigned the duties of the Corporate Officer to the Chief Administrative Officer and appointed a Deputy Corporate Officer to assist.

ANALYSIS OF OPTIONS:

A	Appoint the CAO and Manager of Corporate Services as the	<u>Pros</u>	<ul style="list-style-type: none"> • This approach provides human resource depth and resiliency by having two individuals responsible for corporate administration at any given time. • The duties of the Deputy Corporate Officer align with the role of the Manager of Corporate Services.
	Corporate Officer and Deputy Corporate Officer,	<u>Cons</u>	<ul style="list-style-type: none"> • This approach creates additional responsibilities for the Manager of Corporate Services.
	respectively.	<u>Implications</u>	<ul style="list-style-type: none"> • The Corporate Officer must be heard by Council in the event of termination for cause or with notice.

B	Appoint the CAO as the Corporate Officer	<u>Pros</u>	<ul style="list-style-type: none"> There would be no additional duties for the Manager of Corporate Services.
		<u>Cons</u>	<ul style="list-style-type: none"> There would be reduced depth and therefore resiliency for dispatching the duties of the Corporate Officer.
		<u>Implications</u>	<ul style="list-style-type: none"> The Corporate Officer must be heard by Council in the event of termination for cause or with notice.
	That Council approve Option B, to appoint Duane Lawrence as the District of Ucluelet Corporate Officer effective December 14, 2022.		

POLICY OR LEGISLATIVE IMPACTS:

Section 148 of the *Community Charter* requires the District to appoint a Corporate Officer which fulfils a number of administrative duties. The *Evidence Act* notes that a local government Corporate Officer and that person's deputy are commissioners for the taking of affidavits.

Appointing Mr. Lawrence as Corporate Officer would satisfy the *Community Charter* requirement.

District of Ucluelet Officers and Employees Bylaw No. 992, 2005 sets-out the oath of office for District of Ucluelet Officers.

NEXT STEPS

Once the Corporate Officer and Deputy Corporate Officers take office, they will swear the oath of office set-out in the above referenced bylaw and be responsible for corporate administration.

Respectfully submitted: Joseph Rotenberg, Manager of Corporate Services
 Duane Lawrence, Chief Administrative Officer



REPORT TO COUNCIL

Council Meeting: December 14, 2021
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: WARREN CANNON, MANAGER OF OPERATIONS

FILE NO: 2360-20

SUBJECT: PARKING CONCERNS 1624 BAY STREET

REPORT NO: 21-171

ATTACHMENT(S): NONE

RECOMMENDATION(S):

That Council direct Staff to construct a driveway from Bay Street through the Bay Street boulevard to the property edge at 1624 Bay Street.

BACKGROUND:

In 2020 the District of Ucluelet constructed a new sewer line between Bay Street and Marine Drive.

The installation of this line provided for a new trail. The trail created an alternate means of transportation by providing a footpath which linked Bay Street to the Community Center and Marine Drive.

The design work utilized an existing District right of way located on Bay Street. The property owner at 1624 Bay Street utilized the right of way for personal use by parking their vehicle as well as a driveway to access their property. With the completion of the capital improvement project and addition of the trail, parking and driveway access on the right of way was no longer available for their use.

The resident has expressed their dissatisfaction that parking and driveway access to their property through the District right of way is no longer available. They have also expressed concerns that the boulevard fronting the property doesn't provide adequate parking.

ANALYSIS OF OPTIONS

Staff have reviewed the concerns of the resident and are proposing several options for Council to consider in order to resolve the residents' concerns. It should be noted under the existing *Bylaw No. 948, 2004, A Bylaw to Regulate Traffic and Parking in the District of Ucluelet*, does not permit vehicle parking on boulevards.

Option A: Provide a driveway access for the resident and resident build a driveway

Currently the resident has the ability to access their property crossing the pathway through the boulevard. They do have vehicles and a trailer parked on their property, however there is no formal driveway access established. By establishing this formal driveway, it will dedicate an access point for the resident directly to their property.

This option would require the construction of a flat gravel section on the District boulevard to the property edge. The homeowner would then be responsible for connecting their property to this section. This would allow for a more formal driveway access point that the homeowner could connect their property to. Staff estimate that the construction of a driveway to the property line would be \$2,000.

Option B: Move Pathway

The original pathway design took into consideration sightlines for vehicle traffic, pedestrian safety, and access to the community park. A crosswalk was installed at the end of the path for the park access. This option will require the construction of a new pathway connecting to the existing pathway and will require a review for sightlines and safety concerns for pedestrian traffic. Staff estimate that the relocation of the path would cost \$5,500.

Option C: No Action

The original driveway access was not a legal access point to the landowner's property and no formal driveway access was established from Bay Street. Normally it would be the landowner's responsibility to apply, through a permit process, to install a driveway to their property at their expense. As the homeowner is already accessing their property, as is evident by the vehicles parked on the property, Council could take no action and leave the development of a new formal driveway access to the property to the landowner.

A	Construct a driveway access.	Pros	<ul style="list-style-type: none"> Addresses resident concerns Provides formal driveway access across the boulevard Complies with current by-laws
		Cons	<ul style="list-style-type: none"> Require resources/ Staff time Financial implication Creates a driveway access on an active pathway
		Implications	<ul style="list-style-type: none"> Cost estimate to install formal driveway is \$2,000. Staff and equipment time would be required.
B	Relocate the pedestrian pathway and crosswalk	Pros	<ul style="list-style-type: none"> Address resident concerns
		Cons	<ul style="list-style-type: none"> Moves the crosswalk closer to the bottom of the hill which may create pedestrian safety issues. Reduces on street parking currently used by residents on the east side of Bay Street. Property continues to lack an established driveway
		Implications	<ul style="list-style-type: none"> Cost estimate to move the pathway is \$5,500 Staff time and equipment to relocate the path.
		Suggested Motion	That Council direct staff to relocate the pedestrian pathway and cross walk currently located on the west side of Bay Street to the east side of Bay Street.

C	Take no action	<u>Pros</u>	<ul style="list-style-type: none"> No resources or financial implications Landowner is already accessing their property through the boulevard
		<u>Cons</u>	<ul style="list-style-type: none"> Does not address the resident's concern.
		<u>Implications</u>	<ul style="list-style-type: none"> None
		<u>Suggested Motion</u>	No motion is required. Staff would advise the owner to formalize a driveway to their property through a permit process if the owner wishes to develop a formal driveway.

POLICY OR LEGISLATIVE IMPACTS:

By-law No. 948, 2004 5. Stopping Or Parking of Vehicles 1. Parking Prohibitions:

Except when necessary to avoid conflict with traffic or comply with the law or the directions of a Bylaw Enforcement Officer, Peace Officer, or traffic control devices, no person shall: e) stop or park a vehicle on a boulevard.

NEXT STEPS

- Determine the desired location for the driveway access point to the property in consultation with the property owner.
- Construct a driveway access point to the property owner's property.

Respectfully submitted: Warren Cannon, Manager of Operations
Duane Lawrence, Chief Administrative Officer



INFORMATION REPORT

Council Meeting: December 14, 2021
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JAMES MACINTOSH, DIRECTOR, ENGINEERING SERVICES

FILE NO: 5320

SUBJECT: WORK ORDER TRANSITION PLAN

REPORT NO: 21- 174

ATTACHMENT(S): APPENDIX A: UCLUELET WORK ORDER TRANSITION PLAN
APPENDIX B: CITIZEN REQUEST FORM

PURPOSE

The purpose of this report is to share with Council an initiative to improve the District of Ucluelet's service levels and maintenance strategy by implementing a centralized service request and work order management system.

BACKGROUND

A work order management system is a systematic approach of processing and completing operational work in a manner which favors service to citizens and operational accountability.

The District does not currently utilize a central system to receive service requests and manage work and additionally, corrective, and preventative maintenance is not being managed within a formal system. The effect of this systems gap is an operational performance which is reactive, rather than proactive and accountability suffers.

In 2017 a solution to the problem was launched and the District purchased a software called Citywide. Citywide is a comprehensive asset management platform, with service request, work order, and preventative maintenance modules designed to enable public works departments to prioritize, schedule and track work.

At that time, District Staff received training and began implementing the software using the service request and work order features, in addition to uploading asset and financial-related data. The strategy implementation was not successful, and the software has been sitting dormant since 2019.

Reasons for the unsuccessful implementation:

1. Initial system design was overly complex;
2. too few employees were trained to be 'champions' and users;
3. employees who had received training changed roles and/or left the organization.

The current system used to receive citizen's requests and manage corrective and preventative work is paper-based, relying on a decentralized network of phone calls, emails, text-messages.

The need to have a systematic approach of processing and completing operational work in a manner which favors service to citizens and operational accountability remains important and District staff have already begun an initiative to restart the transition.

NEXT STEPS

In November of this year District Staff began to rethink and recharge the initiative by starting **The Work Order Transition Plan**.

- November: Public Works and Parks began using an Excel-based work order system;
- December: Training in the Citywide software began with Public Works and Parks Forepersons;
- January: District Staff are encouraged to submit Service Requests;
- February: The system is enabled for citizens to create service requests by calling in or using a form.

The paramount goal of the initiative is to provide a higher level of service by:

1. enabling citizens to request service and report damaged assets;
2. receiving, storing, prioritizing, completing, and communicating the corrective work;
3. preventing the assets from failing prematurely with preventative maintenance routines.

Citizens will be able to request service by completing an online form or calling into the main office where their request will be input into the system for the appropriate work order management. In the months and years ahead, preventative maintenance schedules will be created, work will be assigned ahead of time, assets will be maintained in a best-practice manner, and corrective work will be prioritized.

This strategy begins to move the operations team from a reactionary mode towards a proactive one.

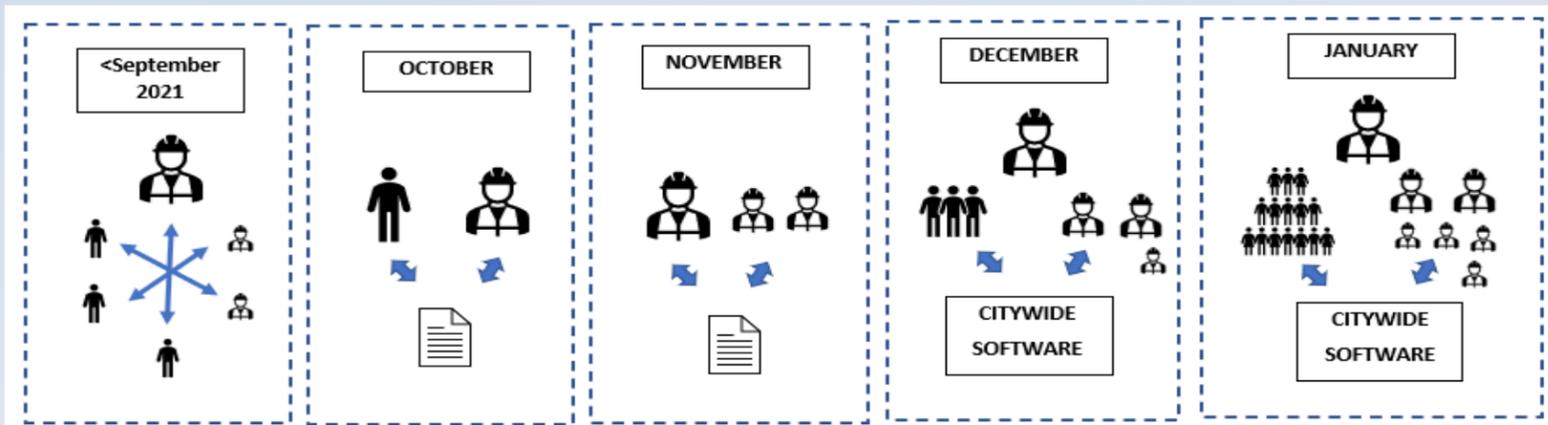
Respectfully submitted: James Macintosh, Director, Engineering Services
Duane Lawrence, Chief Administrative Officer

WORK ORDER TRANSITION PLAN

What? Transition service requests and corrective maintenance to a digital space (Citywide)	Who? 1. Public Works 2. Parks & Rec. 3. District staff 4. Public 5. Council	When? Beginning now
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Time Line

Summary: Service requests and work orders moving in all directions, no formal system	Summary: Director and Ops. Manager using Excel (G Drive) for Work Orders	Summary: Ops. Manager and Foremen using Excel (G Drive) for Work Orders. Citywide training begins	Summary: District staff submitting work requests, Foremen and labourers closing in Citywide	Summary: All District staff submitting work request, Foremen and labourers closing in Citywide
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Instructions: N/A	Instructions: Use file located at G: Engineering and Public Work\Work Order Tracking	Instructions: Use file located at G: Engineering and Public Work\Work Order Tracking Receive Citywide training	Instructions: Use your Citywide accounts for receiving and closing work orders	Instructions: Use your Citywide accounts for receiving and closing work orders
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Current Goal and Next Stage

Roles & Responsibilities: Work Orders

We're currently here, transitioning Service Requests and Corrective Maintenance to a digital space

	Accountable for Success of Corrective Maintenance	Submit Service Requests	Approve Requests & Supervisor/Schedule/Complete Work	Complete the work	Close the work orders	Accountable for Success of Preventative Maintenance	Create/Develop/Upload Schedules	Supervise/Schedule/Complete the Work	Close the work orders	Accountable for Success of Rounds & Inspections	Create/Develop/Upload Round Sheets	Supervise/Schedule/Complete the work	Record the Round & Inspection
	Corrective Maintenance (CM)					Preventative Maintenance (PM)				Round & Inspections			
Eng. & Public Works	Director of Eng.	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	Ops. Manager	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	Foreman	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	Asst. Foreman	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	General Labourer	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Parks & Rec.	Dir. of Parks & Rec.	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	Foreman	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	Labourers	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
General	All District Staff	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	Public	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	Contractors/Vendors	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	Council	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Appendix B

Citizen Issue/Request Submission

Contact Information

Name*

Mailing Address*

Phone Number (Daytime)*

Extension (Daytime)

Mobile

Email*

Contact Preference*
 Email Phone No contact required

Issue/Request Information

Issue/Request Type*

Issue/Request Address*

Issue/Request Details*

Attach Image
 No file chosen

Submit Issue/Request

By checking the below check box, you agree to include your email address into the Rural Municipality of Springfield's customer database and subscribe to receive important notifications from the

I Agree *

Security Check
 I'm not a robot 
[Privacy](#) [Terms](#)

* Required Field

**REPORT TO COUNCIL**

Council Meeting: December 14, 2021
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JAMES MACINTOSH, DIRECTOR, ENGINEERING SERVICES

FILE NO: 2240-20

SUBJECT: CEDAR HUB WASHROOM CONTRACT AUTHORIZATION

REPORT NO: 21-17

ATTACHMENT(S): APPENDIX A: ARCHITECTURAL DRAWINGS, CEDAR HUB WASHROOM

RECOMMENDATION(S):

That Council approve Option A, to authorize a \$120,000 contract between the District of Ucluelet and Muchalat Projects Ltd. to build, deliver and install the Cedar Hub washroom facility, and further;

That Council direct Staff to reallocate \$20,000 from RMI towards the completion of the project.

BACKGROUND:

In late 2017 Council directed staff to purchase 1638 Cedar Road for the purpose of building a parking lot. The Cedar Road Parking Hub was envisioned to create a central arrival and parking area on District-owned land in the center of town. The land was purchased, and a project was planned to add 33 new parking spots, electric vehicle charging stations, access pathways, and washroom facilities.

The project has experienced scope changes, delays, cost, and schedule overruns, and remains unfinished without the addition of the washroom facility.

In May 2019 the Design Center was hired to complete the design of the washroom facility. The completed design represents west coast architecture in form and character and meets the needs of the location with two unisex accessible washrooms. The facility is detailed with natural materials including cedar shingles and wood trim.

In September 2019 Copcan was asked to submit an estimate to construct the facility and an estimate of \$200,000 was provided. At that point, the completion of the washroom construction stalled, and a temporary washroom was installed on site.

In September 2021 District Staff were asked to complete market research and facilitate a procurement strategy focused on installing a prefabricated modular washroom for under \$100,000. A strategy of competitive bidding was executed, and the District received estimates on five modular washrooms which ranged from \$75,000 to \$300,000. The lowest cost option was for the unit only and didn't include other costs such as foundation and site prep. Ultimately, the modular units were determined to look too industrial for the site.

For reasons of increasing costs, District procurement policy, and aesthetics, District Staff decided to begin a formal Request for Proposal using the original design from the Design Center. In November 2021, District Staff completed a formal Request for Proposal and received two proposals of \$120,000 and \$400,000.

ANALYSIS OF OPTIONS

The best-value submission was provided by Muchalat Projects Ltd. who submitted a proposal of \$120,000. Their proposal uses the District's original design with west coast form and character to construct a modular facility which will be delivered and installed for an anticipated date of February 2021.

Financially, there remains \$100,000 in the project budget. Staff have consulted with the finance department and are recommending an additional \$20,000 be allocated to the project budget from RMI funds in order to fund the project and award the project to Muchalat Projects Ltd.

A	Authorize a \$120,000 contract between the District of Ucluelet and Muchalat Projects Ltd.	<u>Pros</u>	<ul style="list-style-type: none"> The Cedar Hub Parking lot will be completed The proposal is the best-value option in terms of cost, quality, and timing The contractor is available to install new the washroom in February, prior to the 2022 tourist's season The contractor has strong experience delivering projects on the west coast
		<u>Cons</u>	<ul style="list-style-type: none"> Proposal is over the \$100,000 washroom budget by \$20,000 Reallocation of funds from RMI are necessary for completion
		<u>Implications</u>	<ul style="list-style-type: none"> The proposal is over budget and funds will have to be re-allocated from RMI to complete the project
B	Reduce the scope and retender the project	<u>Pros</u>	<ul style="list-style-type: none"> A different solution for the washroom facility would be presented to Council
		<u>Cons</u>	<ul style="list-style-type: none"> A different solution is unlikely to provide a more economical, timely and attractive washroom install
		<u>Implications</u>	<ul style="list-style-type: none"> Lost time for District Staff while considering other options No guarantee to have cost savings
		<u>Suggested Motion</u>	That Council direct staff to reduce the scope by installing an industrial modular unit and retender the project.
C	Do not proceed with the project	<u>Pros</u>	<ul style="list-style-type: none"> No additional costs go towards the parking lot project A portable washroom could remain on site
		<u>Cons</u>	<ul style="list-style-type: none"> A missed opportunity to install a permanent washroom facility and close the project
		<u>Implications</u>	<ul style="list-style-type: none"> Lost time for District Staff

		<ul style="list-style-type: none"> Ongoing costs for servicing the portable washroom would continue to be incurred.
	<p><u>Suggested Motion</u></p>	<p>No motion is required.</p>

POLICY OR LEGISLATIVE IMPACTS:

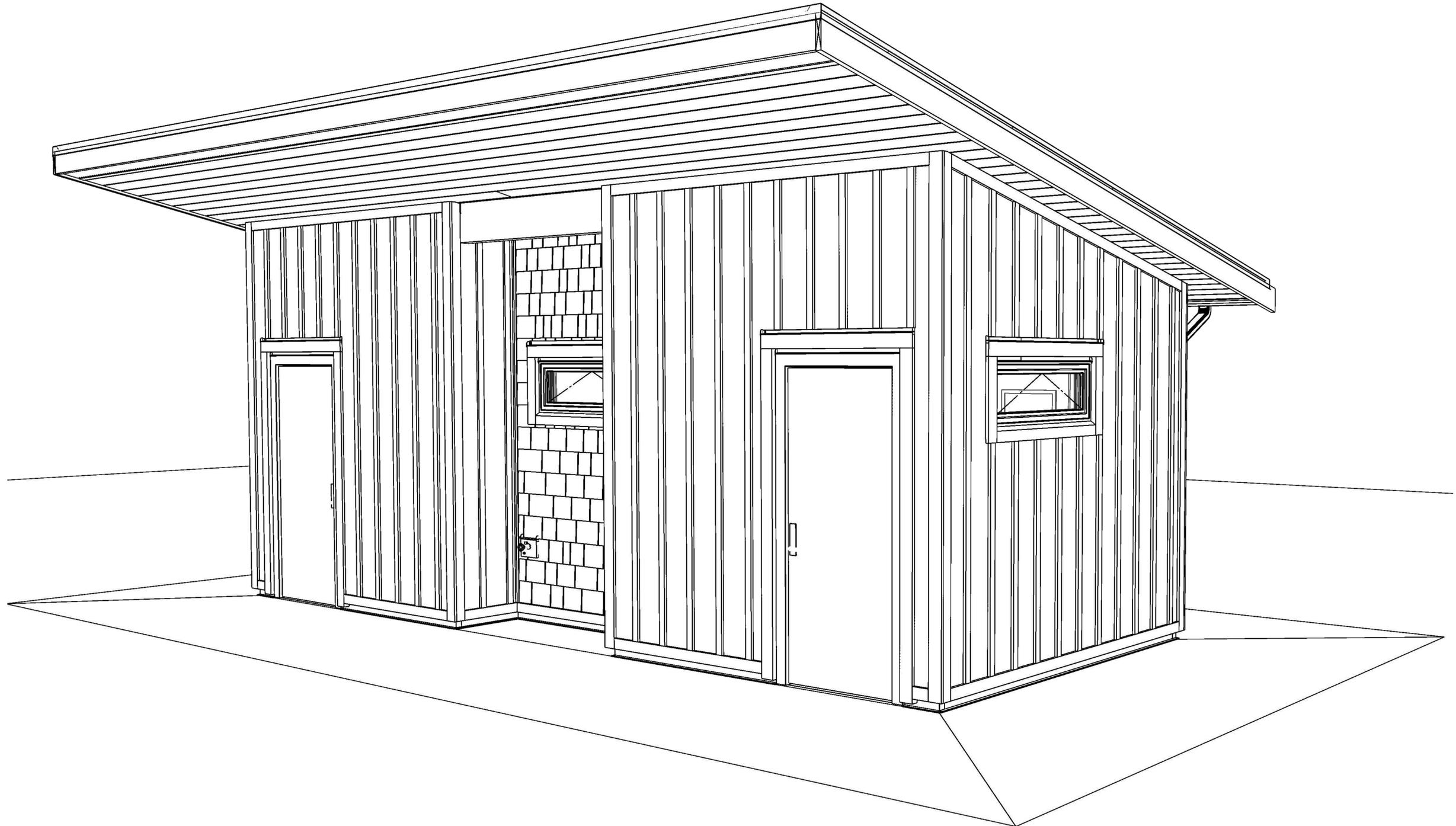
Procurement and Disposal Policy 3-1200-5 which specifies procurement over \$75,000 require a formal Request for Proposal and, that purchases over \$100,000 require Council approval.

NEXT STEPS

- District Staff to award a CCDC 2 Stipulated Price Contract of \$120,000 to Muchalat Projects Ltd.
- The finance department will reallocate \$20,000 of RMI funds to the washroom project.
- Operations to provide oversight of the construction process.

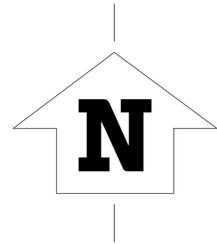
Respectfully submitted: James Macintosh, Director, Engineering Services
 Donna Monteith, Director of Finance
 Duane Lawrence, Chief Administrative Officer

Appendix A

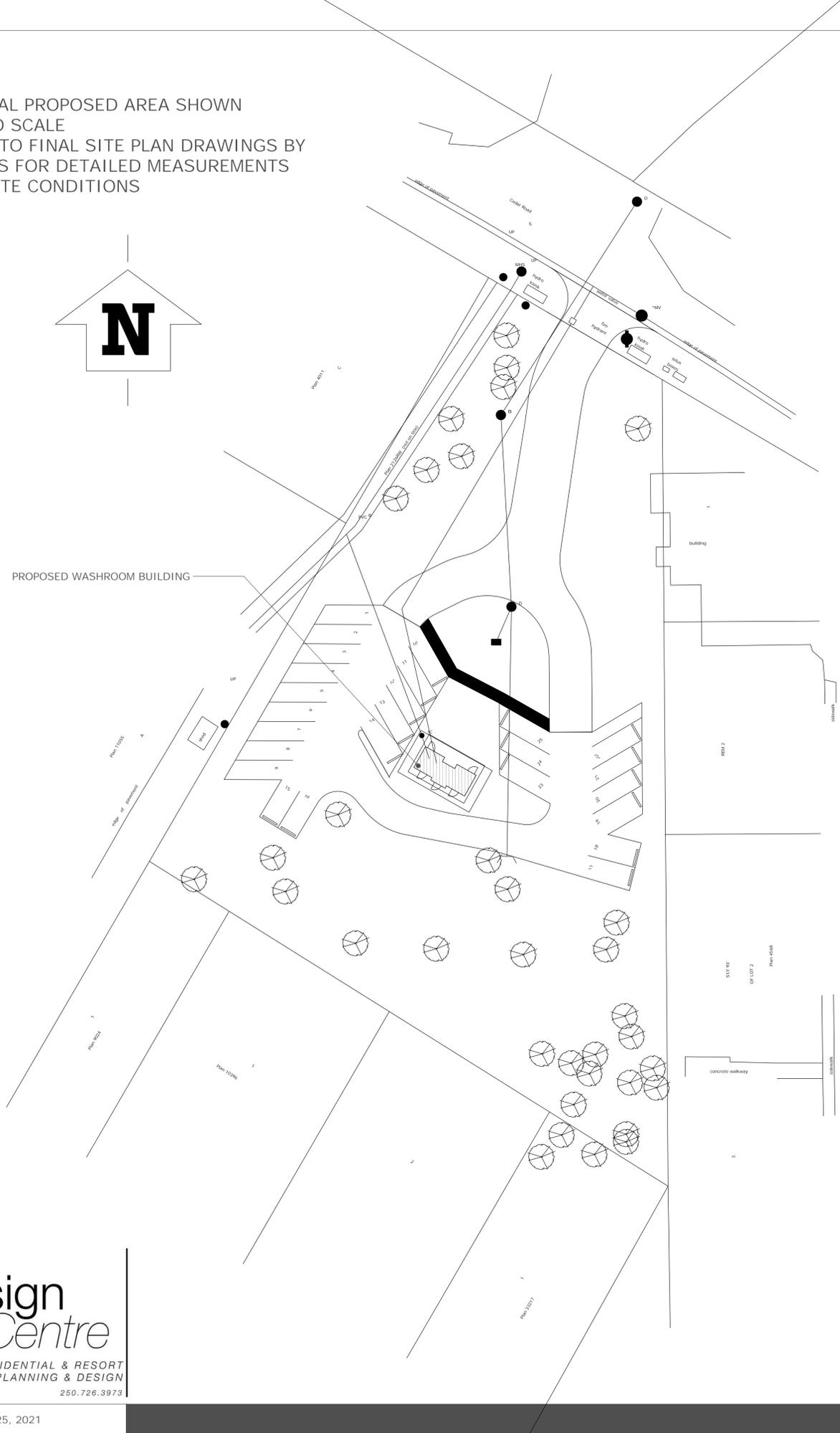


NOTES:

- GENERAL PROPOSED AREA SHOWN
- NOT TO SCALE
- REFER TO FINAL SITE PLAN DRAWINGS BY OTHERS FOR DETAILED MEASUREMENTS AND SITE CONDITIONS



PROPOSED WASHROOM BUILDING



ZONING INFORMATION:

CIVIC ADDRESS: 1638 CEDAR ROAD, UCLUELET, BC
 LEGAL DESCRIPTION: LOT: 1 PLAN: VIP33640 DISTRICT LOT 282:
 ZONING: CS-1
 LOT AREA: 49075 SQ.FT.

	MIN/MAX (ACCESSORY)	PROPOSED	CONFORMS
HEIGHT:	18' FT	13'	YES
FRONT YARD:	5'	<5'	YES
REAR YARD:	5'	<5'	YES
INTERIOR SIDE:	5'	<5'	YES
EXTERIOR SIDE:	25'	<25'	YES
LOT COVERAGE:	85%	0.4%	YES
PROPOSED FLOOR SPACE:			
MAIN FLOOR:		208 SQ.FT.	
FLOOR AREA RATION (2.0):		0.4	YES

GENERAL NOTES:

- BUILDER/CONTRACTOR TO ENSURE ALL WORKMANSHIP AND MATERIALS CONFORMS WITH CURRENT BCBC
- ANY DISCREPANCIES BETWEEN THESE DRAWINGS AND CURRENT BCBC. THE BCBC SHALL TAKE PRECEDENT.
- ALL STRUCTURAL ASPECTS OF THIS PROJECT THAT DO NOT FALL UNDER PART 9 OF THE CURRENT BCBC ARE TO BE THE RESPONSIBILITY OF THE BUILDER.
- CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND MATERIALS SHOWN ON DRAWINGS BEFORE PROCEEDING.
- CONTRACTOR SHALL CHECK ALL EXISTING GRADES AND LOCATIONS OF CITY SERVICES PRIOR TO CONSTRUCTION.
- EXTERIOR DIMENSIONS ARE TO EXTERIOR OF FRAMING.
- DIMENSIONS TAKE PRECEDENCE OVER SCALE.
- FLOOR JOISTS SHALL HAVE BRIDGING ROWS @ 7'-0" MAX. O.C.-/
- LINTELS IN BEARING WALLS SHALL BE 2 2X10 U.N.O.
- FLOOR AREAS FINISHED WITH SHEET VINYL TO HAVE MIN. 1/4" PARTICLE BOARD OVER SUBFLOOR.
- BUILDING LOCATION TO BE FIELD VERIFIED TO MEET ALL SETBACK REQUIREMENTS
- 45 MINUTE FIRE SEPARATION BETWEEN SUITE AND PRINCIPLE DWELLING. TYPE X DRYWALL AND FIRE RESISTANT BATT INSULATION ON ALL ADJOINING WALLS, ALL PENETRATIONS SEALED WITH FIRE PROOF CAULKING. FIRE RATED INTERIOR ADJOINING DOOR

LANDSCAPE AND SITE SERVICING:

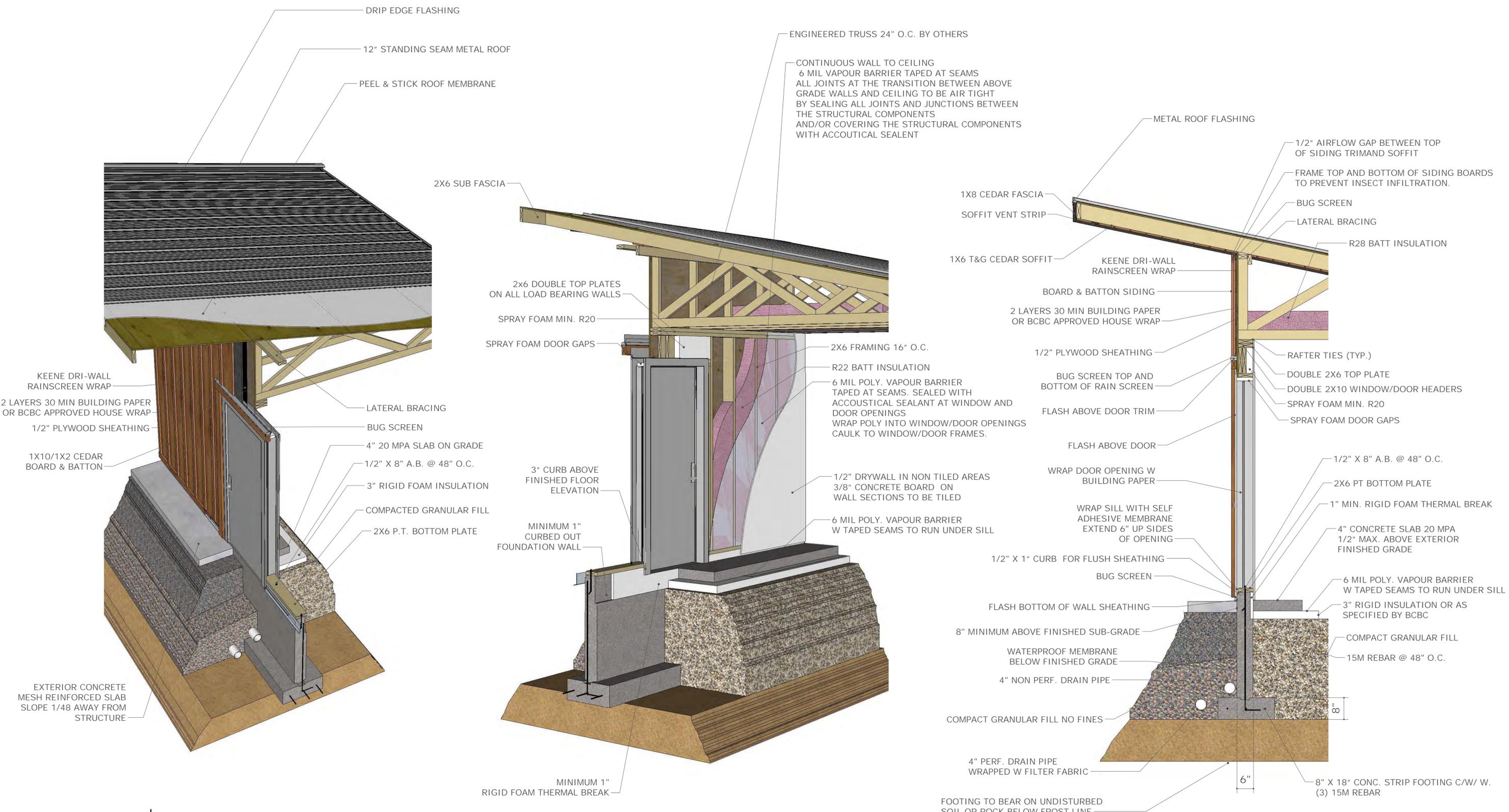
ALL SITE WORK AND IMPROVEMENTS TO CONFORM TO LOCAL BY-LAWS. ANY DEVIATIONS TO THE PLAN MUST BE APPROVED BY THE OWNER.

GENERAL FRAMING NOTES:

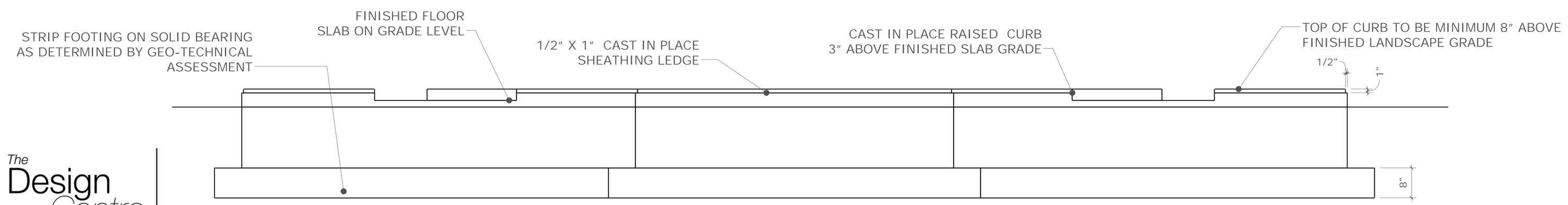
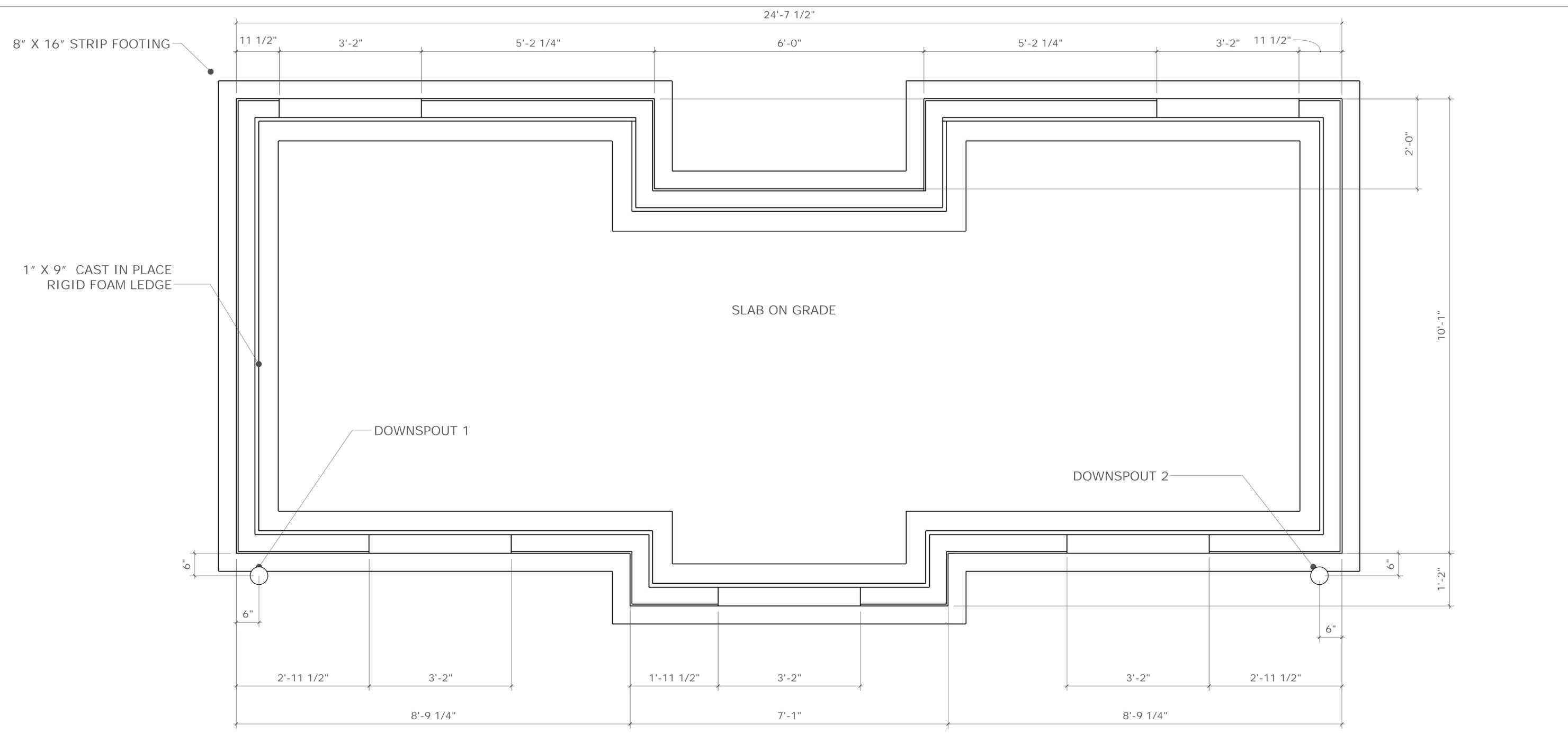
- ALL STRUCTURAL FRAMING TO BE SPF NO. 2 K.D., U.N.O.
- ALL HEADERS 2 - 2X10 U.N.O.
- PROVIDE SOLID BLOCKING BEHIND FIXTURES ALONG PLUMBING WALLS.
- ALL 2X10 FLOOR JOISTS SPANS TO HAVE 2X2 CROSS BRIDGING AT 7'-0" O.C. MAX SPACING.
- PLACE DOUBLE JOISTS UNDER ALL PARALLEL PARTITIONS.
- INSTALL ALL FLOOR JOISTS CROWN UP.

SUPPLY AND INSTALL WOOD FRAMING TO MIN. GRADE AS FOLLOWS:

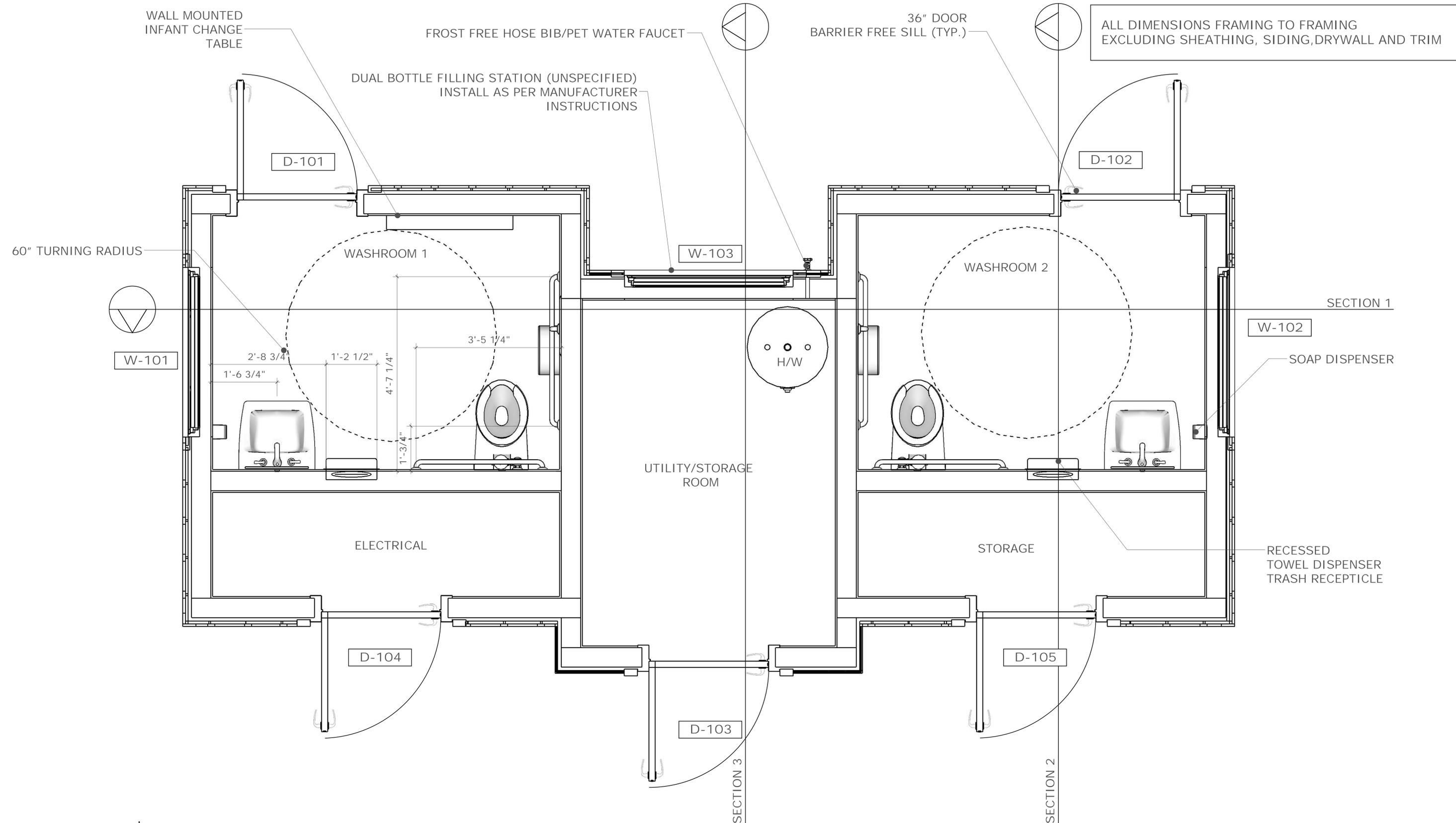
- STUDS, AND POSTS: SPF NO. 2 OR BETTER
- RAFTERS: 24" PARA-CORD ENGINEERED
- FLOOR JOISTS: 12" TJI
- GENERAL FURRING AND BLOCKING: STD OR GROUP B SPECIES
- B.U. BEAMS AND HEADERS: HEM. FIR NO. 2 OR BETTER
- FLOOR SHEATHING SHALL BE 5/8" D. FIR T&G PLYWOOD, U.N.O.
- WALL SHEATHING SHALL BE 1/2" EXT. GRADE SPRUCE PLYWOOD
- WOOD FRAME CONSTRUCTION CLOSER THAN 8" TO THE GROUND MUST BE PRESSURE TREATED OR SEPARATED FROM THE CONCRETE WITH POLY TYPE S ROLL TYPE ROOFING. ENDS AND SIDES OF BEAMS FRAMING INTO CONCRETE
- MUST BE PRESSURE TREATED OR 1/2" AIR SPACE PROVIDED IF THE MEMBER IS BELOW GROUND LEVEL
- ROOF SNOW BASED ON SS1.0, SR 0.4



WINDOW SCHEDULE			
SYMBOL	WIDTH R.O.	HEIGHT R.O.	COMMENTS
W-101	48"	16"	AWNING/PRIVACY GLASS
W-102	48"	16"	AWNING/PRIVACY GLASS
W-103	48"	16"	AWNING/PRIVACY GLASS
W-104	48"	16"	AWNING/PRIVACY GLASS
DOOR SCHEDULE			
SYMBOL	WIDTH R.O.	SWING	COMMENTS
D-101	38"	L/H OUT SWING	HOLLOW STEEL FRAME/INSULATED CORE STEEL SLAB
D-102	38"	R/H OUT SWING	HOLLOW STEEL FRAME/INSULATED CORE STEEL SLAB
D-103	38"	L/H OUT SWING	HOLLOW STEEL FRAME/INSULATED CORE STEEL SLAB
D-104	38"	R/H OUT SWING	HOLLOW STEEL FRAME/INSULATED CORE STEEL SLAB
D-105	38"	R/H OUT SWING	HOLLOW STEEL FRAME/INSULATED CORE STEEL SLAB



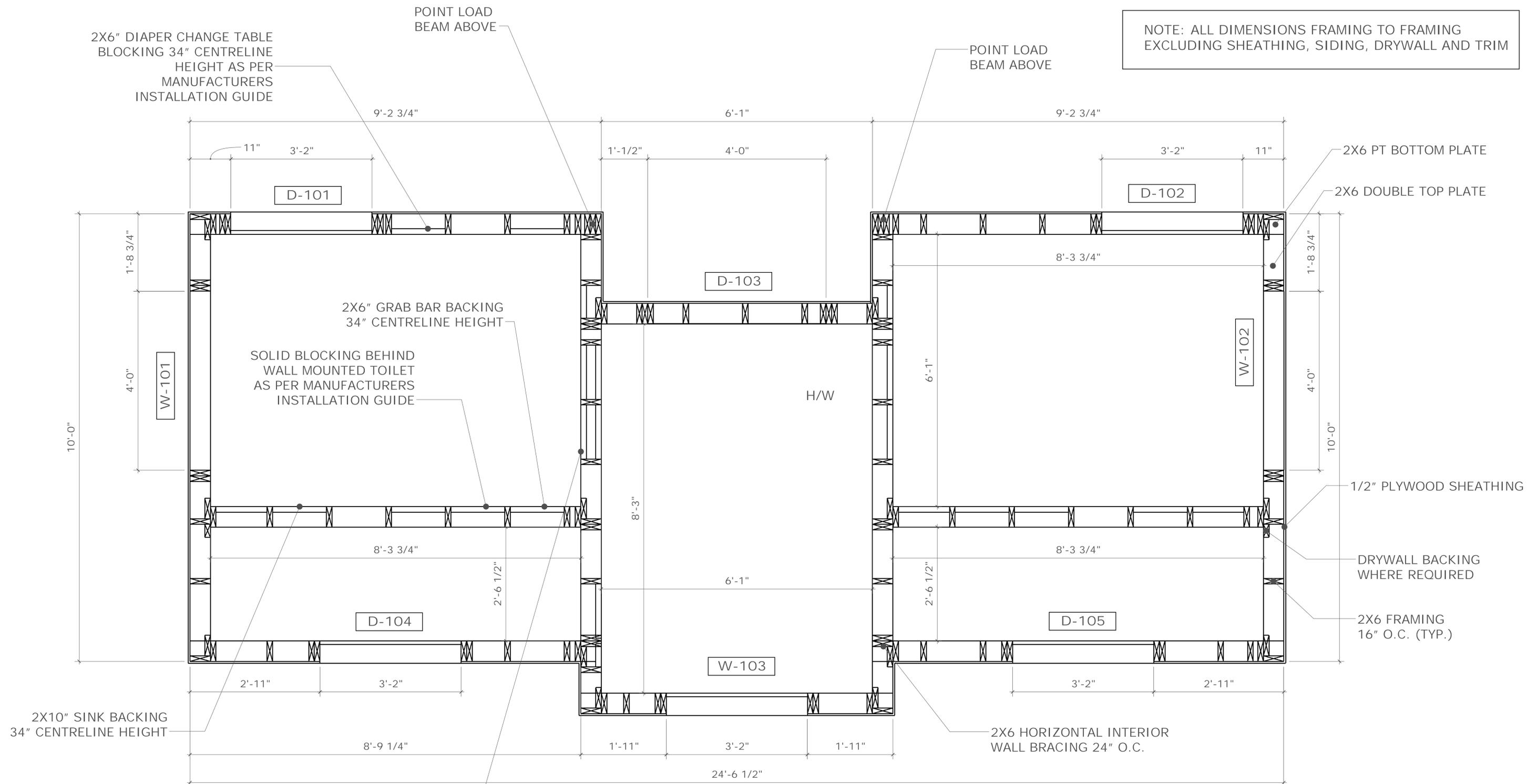
FOUNDATION PLAN - SCALE: 1" = 1'-0"
NOTE: SCALE @ 11X17 - 1/2" = 1'-0"



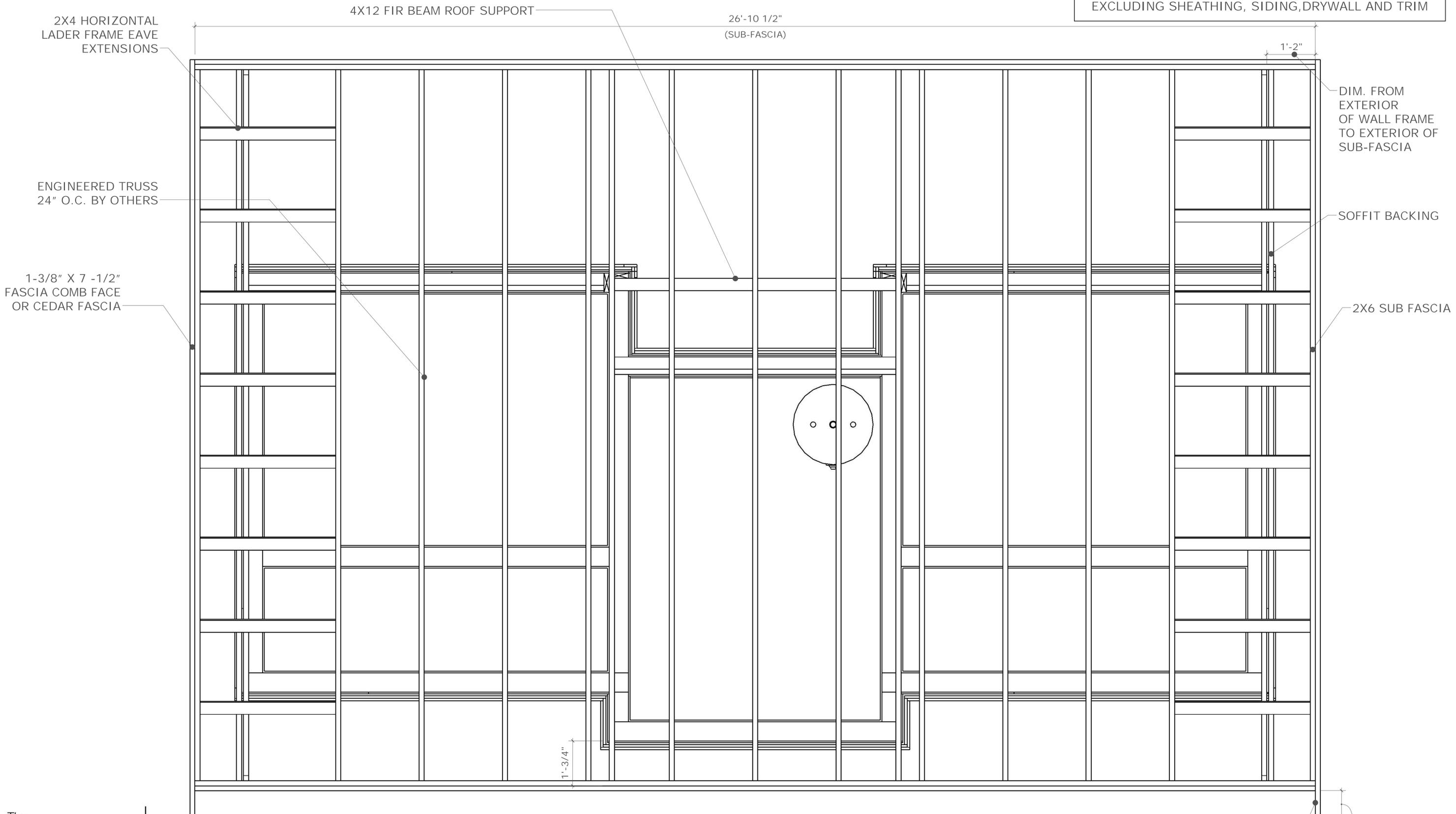
FLOOR PLAN - SCALE: 1" = 1'-0"
 NOTE: SCALE @ 11X17 - 1/2" = 1'-0"

NOTE: Door handles, pulls, latches, locks and other operating devices shall be installed 34 inches (864 mm) minimum and 48 inches (1219 mm) maximum above the finished floor. Contractor to verify heights, dimensions, locations and installation methods of all fixtures comply with relevant accessibility requirements.

FLOOR PLAN

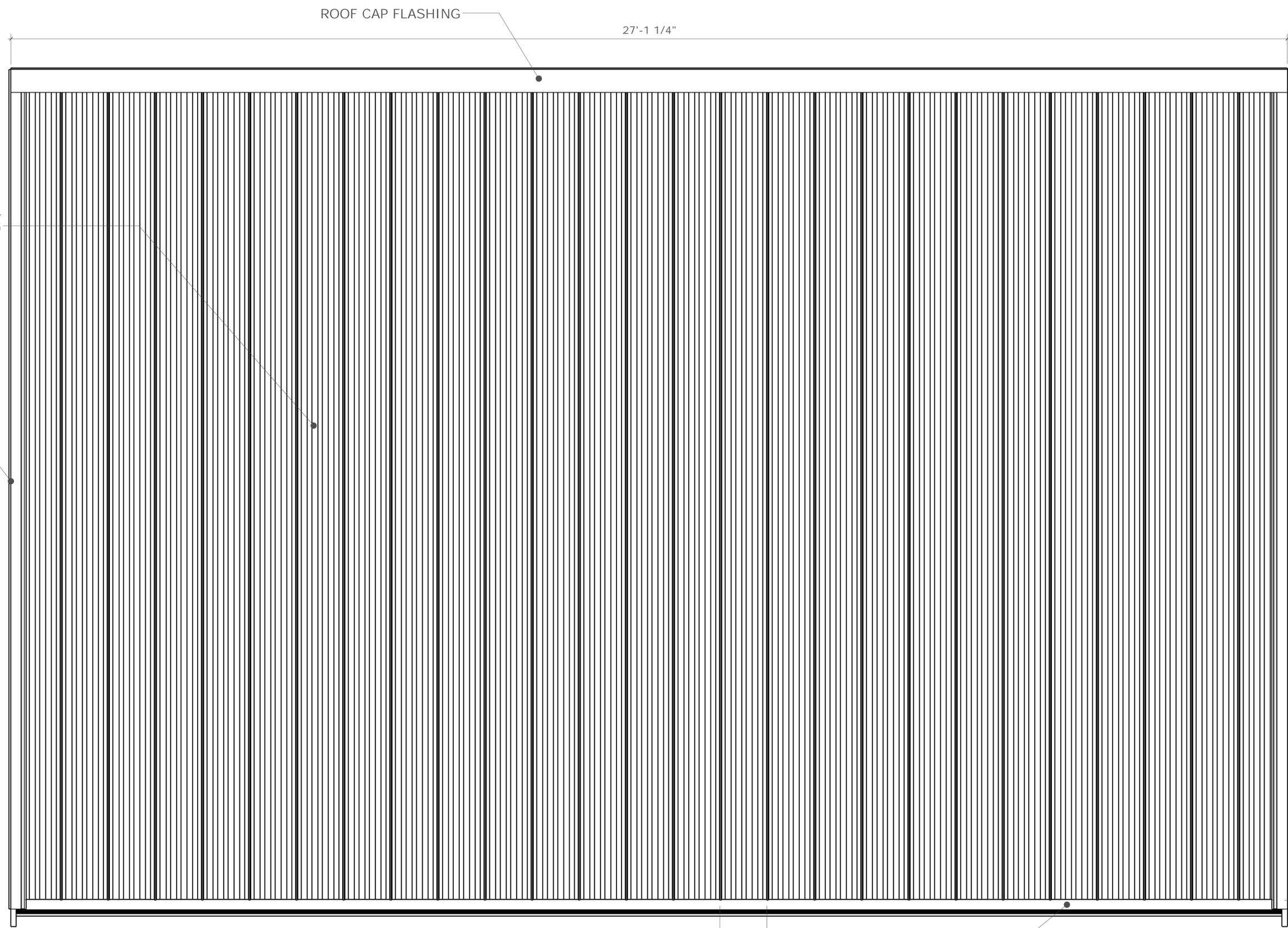


ALL DIMENSIONS FRAMING TO FRAMING
EXCLUDING SHEATHING, SIDING, DRYWALL AND TRIM

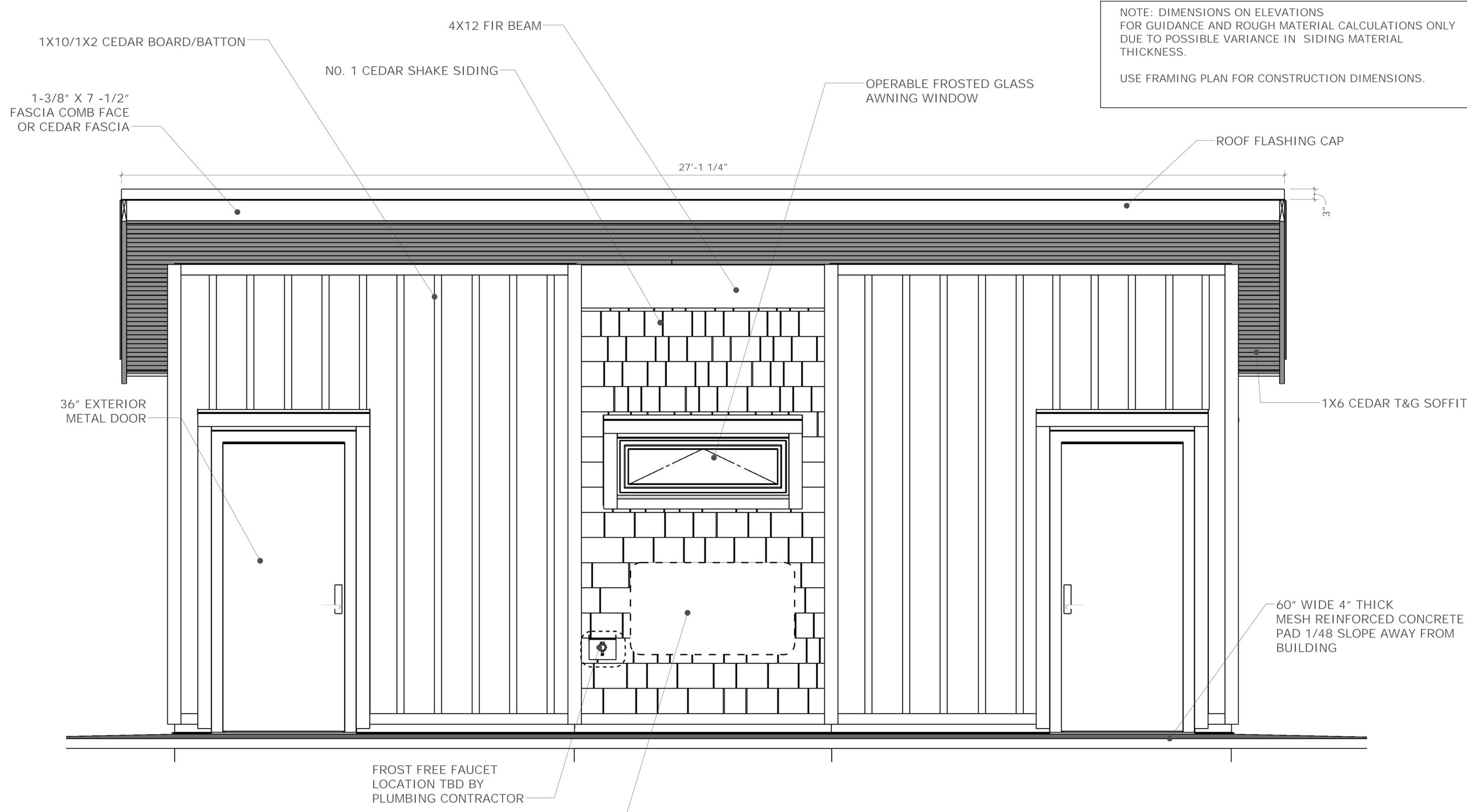


TRUSS PLAN - SCALE: 1" = 1'-0"
NOTE: SCALE @ 11X17 - 1/2" = 1'-0"

EXTENDED FASCIA TAILS
TRUSS PLAN



ROOF PLAN - SCALE: 1" = 1'-0"
NOTE: SCALE @ 11X17 - 1/2" = 1'-0"



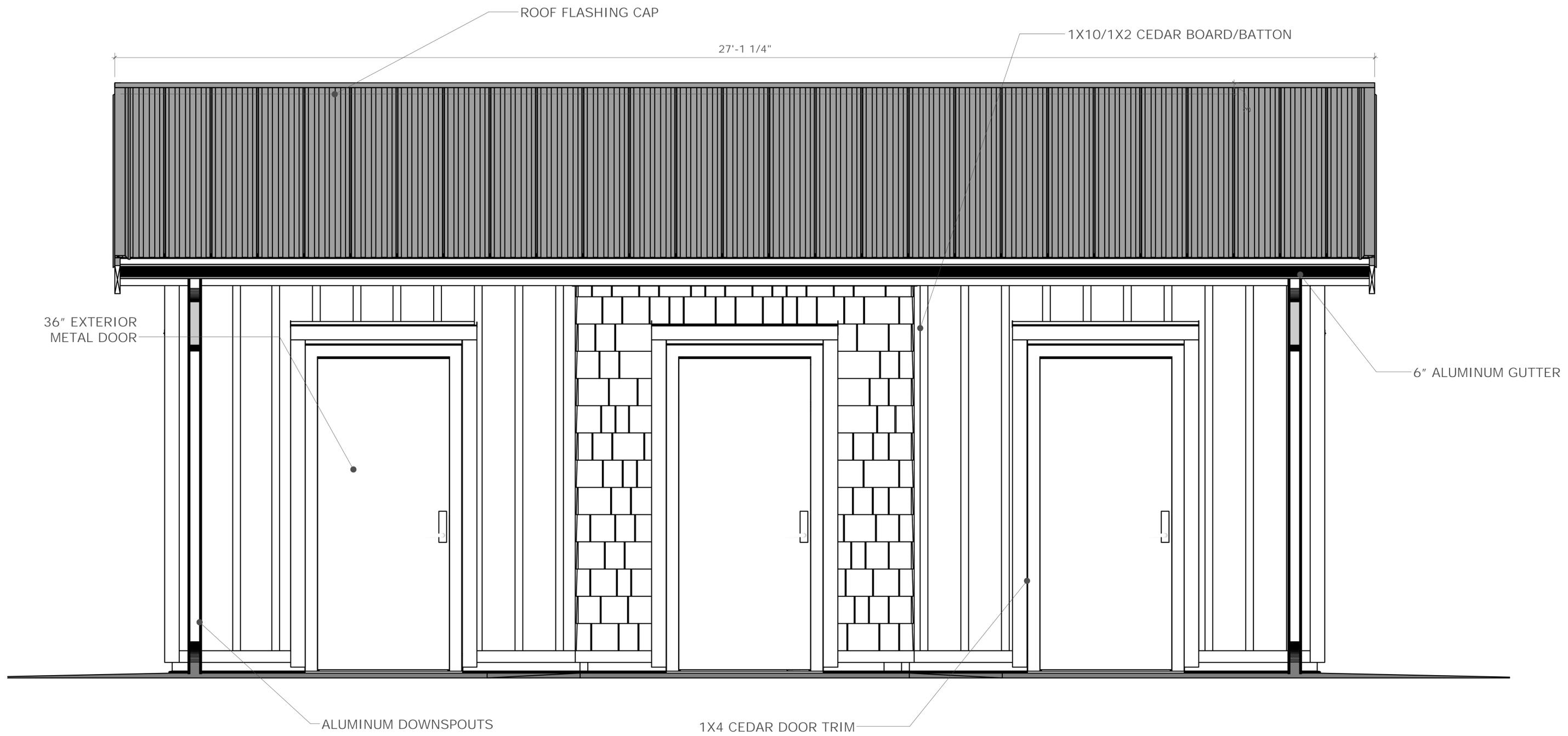
NOTE: DIMENSIONS ON ELEVATIONS FOR GUIDANCE AND ROUGH MATERIAL CALCULATIONS ONLY DUE TO POSSIBLE VARIANCE IN SIDING MATERIAL THICKNESS.
USE FRAMING PLAN FOR CONSTRUCTION DIMENSIONS.

FROST FREE FAUCET LOCATION TBD BY PLUMBING CONTRACTOR

ADA COMPLIANT DRINKING FOUNTAIN/ BOTTLE FILLING STATION BY OTHERS MODEL TO BE SPECIFIED BY CLIENT

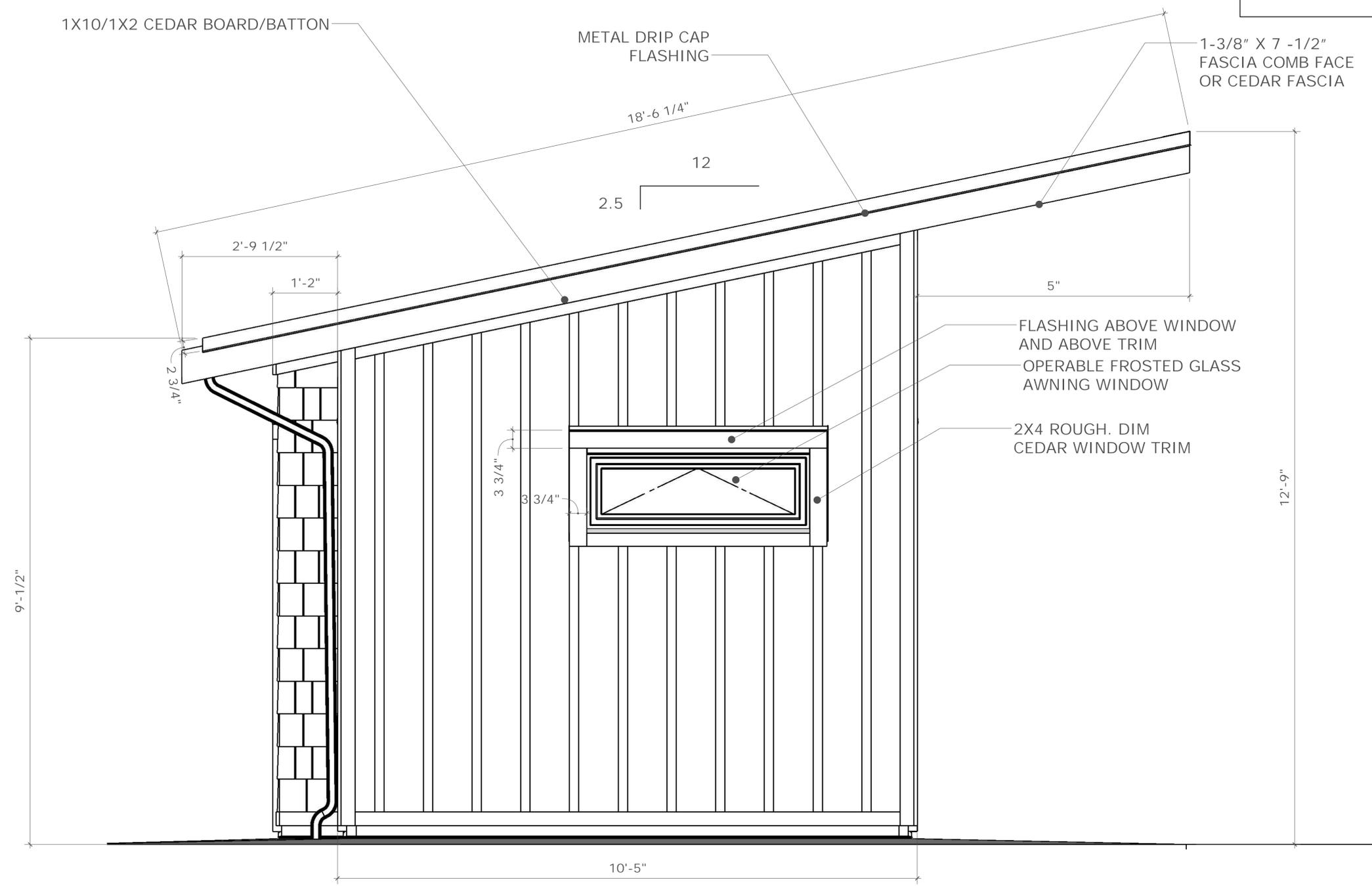
NOTE: DIMENSIONS ON ELEVATIONS FOR GUIDANCE AND ROUGH MATERIAL CALCULATIONS ONLY DUE TO POSSIBLE VARIANCE IN SIDING MATERIAL THICKNESS.

USE FRAMING PLANS/SECTIONS FOR CONSTRUCTION DIMENSIONS.



ELEVATION - SCALE: 1" = 1'-0"
 NOTE: SCALE @ 11X17 - 1/2" = 1'-0"

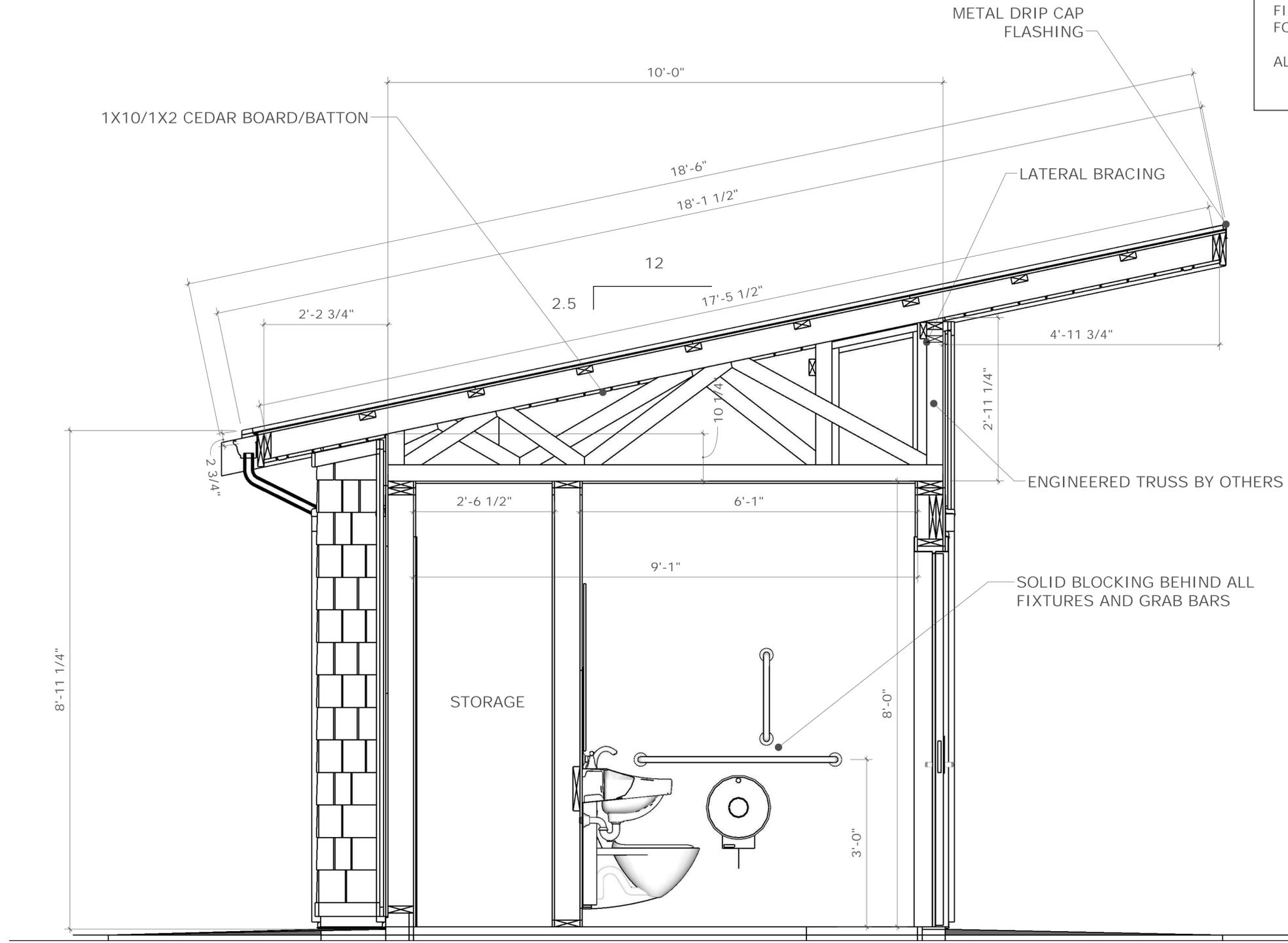
NOTE: DIMENSIONS ON ELEVATIONS FOR GUIDANCE AND ROUGH MATERIAL CALCULATIONS ONLY DUE TO POSSIBLE VARIANCE IN SIDING MATERIAL THICKNESS.
USE FRAMING PLAN FOR CONSTRUCTION DIMENSIONS.



ELEVATION - SCALE: 1" = 1'-0"
NOTE: SCALE @ 11X17 - 1/2" = 1'-0"

FIXTURES TO COMPLY WITH ACCESSIBLE DESIGN REQUIREMENTS FOR HEIGHT, DEPTH, AND CLEARANCES

ALL ROOM DIMENSIONS MEASURED FROM FRAMING TO FRAMING

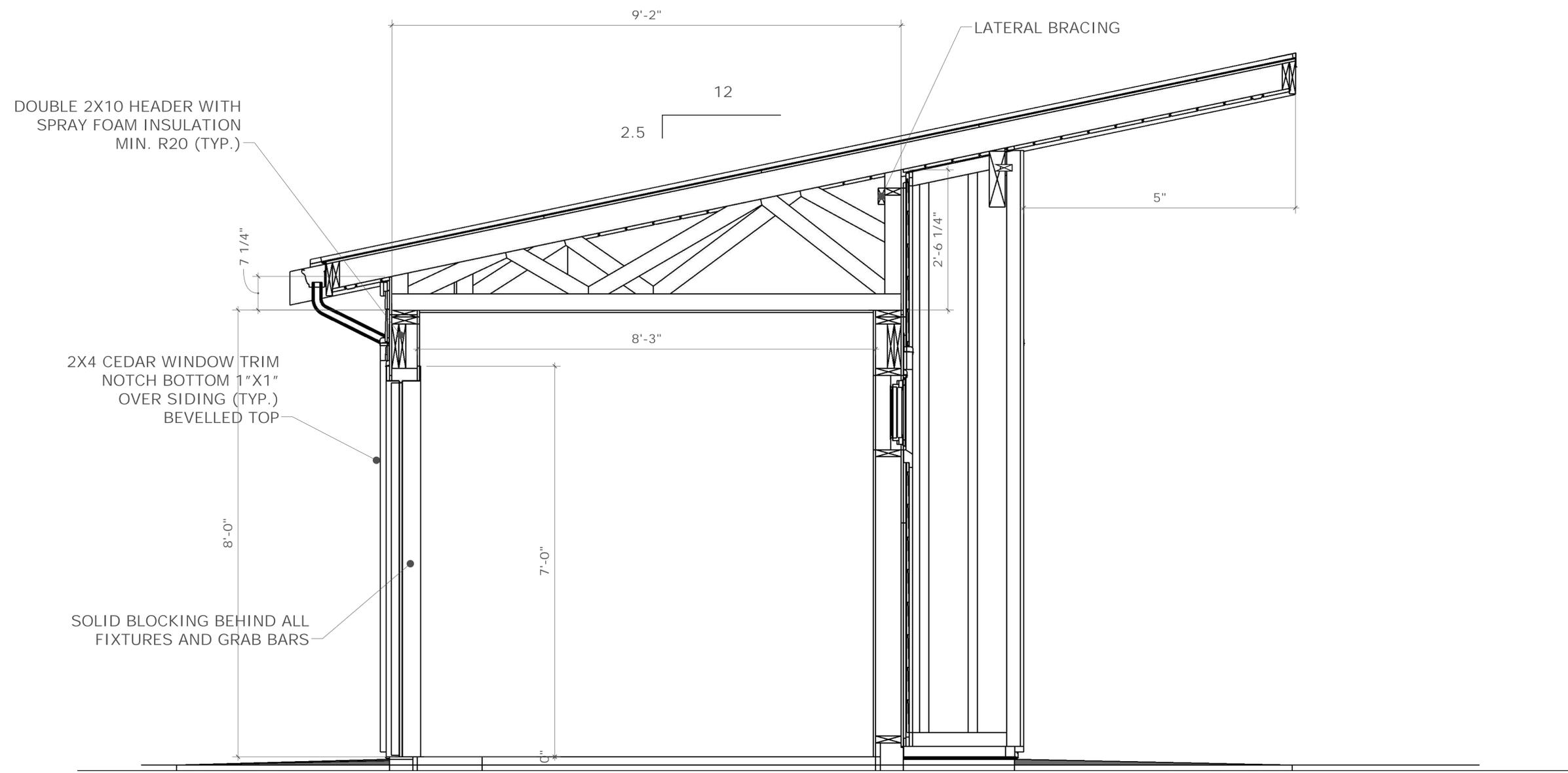


SECTION - SCALE: 1" = 1'-0"
 NOTE: SCALE @ 11X17 - 1/2" = 1'-0"

SECTION 2 - SIDE

FIXTURES TO COMPLY WITH ACCESSIBLE DESIGN REQUIREMENTS FOR HEIGHT, DEPTH, AND CLEARANCES

ALL ROOM DIMENSIONS MEASURED FROM FRAMING TO FRAMING



SECTION - SCALE: 1" = 1'-0"
 NOTE: SCALE @ 11X17 - 1/2" = 1'-0"



INFORMATION REPORT

Council Meeting: December 14, 2021
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: ABBY FORTUNE, DIRECTOR OF PARKS & RECREATION

FILE NO: 6240-20

SUBJECT: AMPHITRITE HOUSE PROJECT UPDATE

REPORT NO: 21- 176

ATTACHMENT(S): N/A

PURPOSE

To provide Council with updated information and current status of the Amphitrite Point House Project.

BACKGROUND

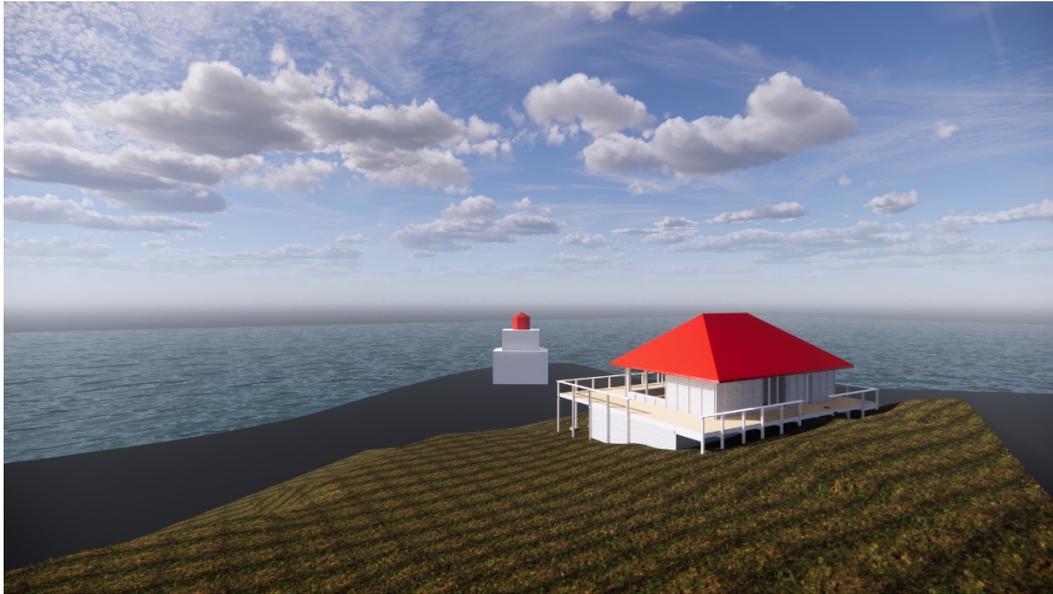
At the August 17, 2021 regular meeting, Council made a recommendation to support the Amphitrite House Project schematic design in order to advance to design development and to verify the proposed project costs.

The District of Ucluelet has been working on the redevelopment of the former Lightkeeper's Residence. The intent is to maintain the iconic look and feel of the Lighthouses of the past with an updated functional space for the future. The renovation/rebuild of the existing structure is a key component of the proposed upgrades, which includes exterior improvements such as a wrap-around deck, outdoor amphitheater, accessible pathways, and upgraded water and sanitary.

Staff have been progressing through the preliminary design phase, working with the Design Consultants, Urban Systems and their subconsultant Architect, Public Communications.

Efforts have been concentrated on design and detail solutions for the Architecture components and exterior landscape that aligns with the District goals and objectives for programming, layout, form, function, and cost factors.

ARCHITECTURE



The architectural schematic package was received in late November with approval for the architect to proceed with the development of construction documents. The design includes an open concept floorplan with window glazing along the entire length of the south wall and portions of the east and west walls to provide views toward the lighthouse and ocean. As you enter the House from the north entrance, visitors are welcomed into an open multipurpose space (600 sq. ft) that will provide for a variety of uses, including general and interpretive programming, café style seating for storm watching, space for private functions and events, and static displays. This design has been based off public input from past feasibility studies with the community and key organizations.





Open circulation is provided throughout the main floor with access to the wrap around deck provided at the north, south, and potentially west side of the building. Two washroom facilities are proposed. Both are universally accessible and include a family washroom with sink, toilet and change table. One bathroom can be accessed from the exterior of the house on the north side of the building. The other washroom is accessed from the interior of the building and is located down a short hallway on the west side of the building. A storage closet is included on the upper floor. An enclosed staircase will provide access to the basement. The unfinished basement includes storage space for supplies and portable furnishings that is approximately 84m² (900 sq.ft).





The wrap around deck is partially covered by the roof overhang on the east side and south side of the House. The deck provides opportunity for programming, seating and lounging outside with views to the east, south and west. The exterior of the house is designed to celebrate the former innkeeper residence with finishes and color choices that are typical of the traditional innkeeper residence. The design includes a wood structure, thermal insulated metal roof panels, with exterior powder coated finish in a deep red colour. The exterior cladding is proposed as a white Hardie Plank.

LANDSCAPE

Urban Systems, under the direction of Staff, are finalizing the development of landscaping solutions that would integrate the new lighthouse residence design, lands, and the Wild Pacific Trail.

The proposed solutions include a 3.0m wide accessible asphalt trail from the parking lot to the entrance of the House. The new upper pathway will provide access to a new observation point and the wrap around deck. The observation point will provide space for visitors to gather as groups, enjoy the views from a high vantage point, and will be fully accessible. The observation point will include seating and site furnishings such as tables and/or picnic tables.

A new asphalt trail is proposed to replace the existing concrete sidewalk leading from the existing washroom facilities towards the front of the lighthouse. The new path will reduce the grade and provide access to the Wild Pacific Trail, existing viewpoints proposed amphitheater style seating.

Staff have been exploring design layout solutions through on site meetings to determine the preferred orientation and view opportunities. A 6m x 6m tent space is intended to provide opportunity for the District and/or private rentals to use to host functions, education opportunities and events at the park.



NEXT STEPS

- Class B project cost estimate to be completed by a local contractor (January/February).
- Presentation of design and costing to Council (February).
- Design to be shared with the public for comment (February).
- RFP development, issuance, and submission evaluation (March/April)
- Construction (Fall 2022 – contractor availability dependent)

Respectfully submitted: Abigail K. Fortune, Director of Parks & Recreation
Duane Lawrence, Chief Administrative Officer

**REPORT TO COUNCIL**

Council Meeting: December 14, 2021
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: ABBY FORTUNE, DIRECTOR OF PARKS & RECREATION **FILE NO:** 2380-20
SUBJECT: SMALL CRAFT HARBOUR OVER-HOLD AGREEMENT **REPORT NO:** 21-177
ATTACHMENT: N/A

RECOMMENDATION(S):

THAT Council authorize the District of Ucluelet to enter into an Over-hold Agreement between the District of Ucluelet and Small Craft Harbours, Department of Fisheries and Oceans (DFO) until such time that a new head lease agreement is executed.

BACKGROUND:

The District of Ucluelet's Small Craft Harbour head lease expires January 3, 2022. District Staff reached out in May of 2021 as well as early this fall to enquire about the Head Lease renewal process.

Small Craft Harbours, DFO is awaiting approval of their new head lease template. Once approved, the District will be able to proceed with a head lease with Small Craft Harbours, DFO for Ucluelet.

As the new DFO template will not be approved prior to the expiration of the District's current head lease, our current lease will go into a "over-hold" status. Over-hold means that the current head lease will stay into effect until a new one is created.

ANALYSIS OF OPTIONS:

To allow the District of Ucluelet to seamlessly continue to operate the Small Craft Harbour facility, Staff are requesting Council authorize the District to enter into a month to month (Over-hold agreement) head lease with DFO. The over-hold/renewal process is \$5.00 plus GST.

A	<u>Pros</u>	<ul style="list-style-type: none"> Allows SCH to continue to operate without interruption.
	<u>Cons</u>	<ul style="list-style-type: none"> The District would be operating on a month-to-month lease. Sub-lease agreements and existing use agreements would need to be renewed considering the month-to-month headlease.
	<u>Implications</u>	<ul style="list-style-type: none"> Service would not be interrupted.

B	Do not approve the Over-hold Agreement.	<u>Pros</u>	<ul style="list-style-type: none"> District would no longer be required to provide oversight of the SCH.
		<u>Cons</u>	<ul style="list-style-type: none"> District would lose control/operation of the SCH and associated wharfs.
		<u>Implications</u>	<ul style="list-style-type: none"> Contract with the existing Harbour Master would need to be terminated. Potential lost revenue.
		<u>Suggested Motion</u>	No motion is required.

POLICY OR LEGISLATIVE IMPACTS:

An Over-hold Agreement will be required to be signed off to extend the current head lease. Once Small Craft Harbours, DFO has approved their new head lease template the District of Ucluelet will enter into an agreement to be authorized by Council.

NEXT STEPS

- Sign off Over-hold Agreement with Small Craft Harbours, DFO
- Await the new head lease template and present to Council for consideration

Respectfully submitted: Abigail K Fortune, Director of Parks and Recreation
 Duane Lawrence, Chief Administrative Officer



REPORT TO COUNCIL

Council Meeting: December 14, 2021
 500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: DUANE LAWRENCE, CHIEF ADMINISTRATIVE OFFICER **FILE NO:** 0340-50
SUBJECT: SEASONAL CLOSURE POLICY **REPORT NO:** 21-178
ATTACHMENT(S): APPENDIX A - ANNUAL MUNICIPAL OFFICE HOLIDAY CLOSURE POLICY

RECOMMENDATION(S):

THAT Council adopt the Annual Municipal Office Holiday Closure Policy 7-2510-3.

BACKGROUND:

Each year, Council is presented with a report requesting the seasonal closure of the municipal office between Christmas and New Year’s. This seasonal closure provides staff with increased opportunities to take vacation time and spend time with their families.

ANALYSIS OF OPTIONS:

To alleviate the need for an annual report requesting authorization to close the municipal office between Christmas and New Year’s, Staff is requesting Council consider the attached *Annual Municipal Office Holiday Closure policy*.

Annual holiday closure policies are common among local governments and from a management perspective, aid in the planning of staff and employee holiday requests over the Christmas season. The proposed policy would eliminate the need for the submission of a report to request the annual closure of the municipal office.

According to the proposed policy the municipal office would be closed at the end of day on December 24th, and reopen at 8:00 a.m. on the first business day after New Year’s Day. Staff and employees would have the choice to use a portion of their regularly allotted vacation time or continue to attend their regular shifts. All staff and employees will continue to be required to submit a vacation request to their supervisors and utilize available leave, if they choose to take time off during the seasonal closure.

A	Approve the holiday office closure policy.	<p><u>Pros</u></p> <ul style="list-style-type: none"> Allows more staff and employees to take time off over the holiday season. Allows a quieter time to undertake work for those that choose to work during the seasonal closure. Office hours over the holidays will be administered consistently from year to year.
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		<u>Cons</u>	<ul style="list-style-type: none"> Public does not have physical access to the office during the closure.
		<u>Implications</u>	<ul style="list-style-type: none"> There are no staff or financial implications.
B	Continue to review office holiday closure requests on an annual basis.	<u>Pros</u>	<ul style="list-style-type: none"> Allows for Council and future Councils to determine if it is appropriate to close the office to the public each holiday season
		<u>Cons</u>	<ul style="list-style-type: none"> Inconsistencies in operational hours of the office are generally viewed negatively by the public.
		<u>Implications</u>	<ul style="list-style-type: none"> Staff and Council time would be required each year to submit and review the closure request.
		<u>Suggested Motion</u>	That Council authorize the closure of the Municipal Office from December 24, 2021, reopening on January 4, 2022.
C	Do not approve the seasonal office closure.	<u>Pros</u>	<ul style="list-style-type: none"> Maintains regular office hours over the holiday season. Staff and Employees may still request holiday leave.
		<u>Cons</u>	<ul style="list-style-type: none"> Less office staff and employees will be able to utilize holiday leave between Christmas and New Year's.
		<u>Implications</u>	<ul style="list-style-type: none"> Management will be required to ensure front office staff are available to open the Municipal Office.
		<u>Suggested Motion</u>	No motion is required.

POLICY OR LEGISLATIVE IMPACTS:

The proposed policy is supported by provisions within the Collective Agreement.

NEXT STEPS

- Advise staff and employees of the new policy.
- Annually, post notice of the office closure on the District web page, Ukee Mail and social media page.

Respectfully submitted: Duane Lawrence, Chief Administrative Officer



The Corporation of the District of Ucluelet

MUNICIPAL POLICY MANUAL

POLICY NUMBER: 7-2510-3
REFERENCE:

Annual Municipal Office Holiday Closure Policy

ADOPTED BY:**AMENDED DATE:**

N/A

SUPERSEDES:**DEPARTMENT:**

Corporate Administration

EFFECTIVE DATE:

December 20, 2021

Policy Statement:

Page 1 of 1

The municipal office sees a significant reduction in public visitations from December 24 to January 2 each year, and District of Ucluelet supports its employees by promoting a workplace that encourages a work life balance. To this end, the District has adopted this policy closing the municipal office to the public between December 24 and January 2 annually.

Regulation:

The municipal office shall be closed to the public annually, between December 24 and January 2.

Municipal Staff:

Municipal employees shall have the option to work their regular hours or utilize available leave during the annual municipal office closure.

No employee shall be forced to take holidays during seasonal office closures.

Service Requests:

The District shall respond to online and phone requests during regular office hours.

 Mayco Noël, Mayor
 District of Ucluelet

**INFORMATION REPORT**

Council Meeting: December 14, 2021
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: PAULA MASON, ADMINISTRATION CLERK

FILE NO: 1630-01

SUBJECT: CHEQUE LISTING – NOV 2021

REPORT NO: 21- 163

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

PURPOSE

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

BACKGROUND

Each month Finance staff provide a detailed list of the previous month's cheque run. The listing for the month of November 2021 is attached here as Appendix A.

REPORT

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.

Respectfully submitted: Paula Mason, Administration Clerk

Appendix A

Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
21-Nov-15	ACE92	ACE COURIER SERVICES	14313025	PRAIRIE COAST C631963	28.35		28.35	
21-Nov-15	AER01	AEROSMITH ENVIRONMENTAL SERVICE INC.	2071	ASBESTOS DISPOSAL	561.75		561.75	
21-Nov-15	ACE07	ALBERNI COMMUNICATIONS & ELECTRONICS LTD	30606	UFR RADIO/PAGER SERVICING	153.23		153.23	
21-Nov-15	BLO17	[REDACTED]	123477	UCC KEYS CUT	101.01		101.01	
21-Nov-15	AS311	BUNZL CANADA INC.	7771672	CLEANING SUPPLIES	145.31		499.77	
			7768908	CLEANING EQUIPMENT	208.85			
			7763019	SOLENOID	75.52			
			7768910	GLOVES	70.09			
21-Nov-15	MA952	BUREAU VERITAS CANADA (2019) INC.	VA10488148	WATER TESTING C184518	270.9		3946.12	
			VA10413545	WATER TESTING C154261	385.67			
			VA10479516	WATER TESTING C180276	1928.33			
			VA10483348	WATER TESTING C182133	270.9			
			VA10477590	SEWER TESTING C177688	745.5			
			VA10479470	SEWER TESTING C179740	344.82			
21-Nov-15	CN411	CITY OF NANAIMO	AR011929	UFR VIERA TRAINING	2604		2604	
21-Nov-15	CIVIN	CIVIC INFO BC	2021-0783	MGR CORP SERVICES JOB AD	357		357	
21-Nov-15	CF870	COMOX FIREFIGHTERS ASSOCIATION	20211205	UFR FIRE TRAINING	2400		2400	
21-Nov-15	CS334	CONTROL SOLUTIONS	W34058	HVAC REPAIR	888.3		888.3	
21-Nov-15	DC001	DOLAN'S CONCRETE LTD.	UP85197	FIELD DRESSING	298.79		298.79	
21-Nov-15	DE001	DUNCAN ELECTRIC MOTOR LTD.	CR3389	LAGOON AERATOR	4504.64		4504.64	
21-Nov-15	EB295	E.B. HORSMAN & SON	13154913	WELL FIELD MATERIALS	212.31		1606.83	
			13161226	WALKWAY LIGHTS	233.48			
			13170011	WOODEN REEL RETURN X2	-505.84			
			13190987	LYCHE OFFICE RENO	584.99			
			13183995	CEDAR WALKWAY	167.16			
			13190984	CEDAR BOARDWALK	19.48			
			13170046	CEDAR BOARDWALK	9.43			
			13167755	CEDAR BOARDWALK	768.78			
			13200621	FIREHALL MATERIALS	84.52			
			13170930	UCLUELET SIGN	32.52			
21-Nov-15	EL048	ERIK LARSEN DIESEL CO. LTD.	719531	EMRGNCY GENERATOR SERVICING	360.31		360.31	
21-Nov-15	FAL01	FALCON EQUIPMENT LTD.	413002991	ANNUAL MAINT/SRVING ALTEC A235	1512.82		1512.82	
21-Nov-15	FW050	FAR WEST DISTRIBUTORS LTD	F007530	BATHROOM SUPPLIES	219.95		573.52	
			F006962	BATHROOM SUPPLIES	353.57			
21-Nov-15	FA898	[REDACTED]	123497	XMAS LIGHTS	290.98		290.98	
21-Nov-15	FSC10	FOUR STAR COMMUNICATIONS INC	60861	ANSWERING SERVICES NOV/21	162.75		162.75	
21-Nov-15	GAL39	GALLOWAY PAUL ROBERT	123471	FIRST AID TRAINING	35		35	
21-Nov-15	GB059	GIBSON BROS. CONTRACTING LTD.	26053	CRUSH GRAVEL 2X LOADS	560		560	
21-Nov-15	HE104	HAUSER EVAN	123475	UFR TRAINING PARKSVILLE	569.92		569.92	
21-Nov-15	HS876	HINDER SANDRA	123493	BALLET BARRE FALL/21	432		432	

Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
21-Nov-15	HS002	HOGAN, SARAH	123478	DANCE FIT OCT/21	149.83		149.83	
21-Nov-15	IC130	INFOSAT COMMUNICATIONS	489984	NOV/21 SAT PHONE	65.12		65.12	
21-Nov-15	JD79	J & D WEAVER HOLDINGS LTD	630978	UFR MATERIALS	641.73		641.73	
21-Nov-15	JR381	J. ROBBINS CONSTRUCTION LTD	5431	SKATE PARK MATERIALS	653.66		653.66	
21-Nov-15	CK608	KASSLYN CONTRACTING	D801	D801	4024.18		5409.09	
			D802	D802	1384.91			
21-Nov-15	K9286		123498	FERTILIZER SPREADER	86.23		86.23	
21-Nov-15	KL923	KERDMAN LINDSAY	123494	GYM FALL/21	825.62		825.62	
21-Nov-15	M9433	MASON PAULA	123476	OFA LVL1 PORT ALBERNI	154.18		154.18	
21-Nov-15	F0015	MCAULEY SEAN	123474	UFR TRAINING PARKSVILLE	569.92		569.92	
21-Nov-15	m9444	MCLEOD LAYTON	123472	FIRST AID TRAINING	151.23		151.23	
21-Nov-15	MISC	LECKEY KIM	123495	WEAVING FALL/21	600		600	
21-Nov-15	MISC	FRONTERA FOREST SOLUTIONS, INC.	1364	WILDFIRE APPLICATION	630		630	
21-Nov-15	M9410		123473	WORK BOOTS ALLOWANCE	134.36		134.36	
21-Nov-15	AGS11	NEXTGEN AUTOMATION	363456	COPIER USAGE 9/29-10/28	883.68		883.68	
21-Nov-15	NSI15	NORATEK SOLUTIONS INC	C34416	FIRE INSPECTION SOFTWARE 2021-22	2549.88		2549.88	
21-Nov-15	OE421	ON THE EDGE ROOFING & CONTRACTING	877	UAC HALL LEAK	157.5		157.5	
21-Nov-15	PC336	PETTY CASH FORTUNE ABBY	123496	OCT PETTY CASH	45.85		45.85	
21-Nov-15	SC003	SHARE CANADA	23562	NATRAKLENE DEGREASER	2572.13		2572.13	
21-Nov-15	SBR01	SONBIRD REFUSE & RECYCLING LTD.	43360	SCH GARBAGE SEP/21	1505.76		4610.91	
			43361	52 STEPS GARBAGE SEP/21	456.81			
			43362	WD GARBAGE SEP/21	785.58			
			43364	UCC GARBAGE SEP/21	246.03			
			43666	PW GARBAGE OCT/21	1616.73			
21-Nov-15	CE004	STAPLES PROFESSIONAL	57542512	OFFICE SUPPLIES PW TONER	159.03		3673	
			57518584	OFFICE SUPPLIES	421.71			
			57538042	OFFICE SUPPLIES FIREHALL TONER	980.92			
			57488647	OFFICE SUPPLIES	290.34			
			57295275	OFFICE SUPPLIES	253.06			
			57430231	CHAIRS FOR COUNCIL CHAMBERS	1567.94			
21-Nov-15	SUN02	SUN LIFE ASSURANCE COMPANY OF CANADA	121639	NOV/21 EAP	124.96		124.96	
21-Nov-15	SP010	SUPERIOR PROPANE	35948016	1510 PENINSULA PROPANE	1417.8		1417.8	
21-Nov-15	ZW172	ZONE WEST ENTERPRISES LTD	65949	UFR UNIFORM ITEMS	603.4		603.4	
21-Nov-15	XC300	XPLORNET COMMUNICATIONS INC	39995707	NOV/21 SAT INTERNET	76.15		76.15	
21-Nov-15	WC345	WURTH CANADA LTD	24557855	PROTECTIVE GLOVES	92.48		130.82	
			24550472	SAFETY VEST	38.34			
21-Nov-15	WP166	WINDSOR PLYWOOD - UCLUELET DIV.	70005A	PW MATERIALS	308.71		878.2	
			71030A	MATERIALS RETURNED INV67015A	-22.04			
			71383A	AIR COMPRESSOR	591.53			
			73593B	PW HEX BOLTS	378.68			
			73593CR	REVERSAL FROM SUSPENSE	-378.68			
21-Nov-15	WF001	WFR WHOLESALE FIRE & RESCUE LTD.	INV/2021/3913	LEATHER HELMET FRONTS	488.9		488.9	

Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
21-Nov-15	WCC28	WESTCOAST CONNECT	6729	OCT/21 COURIER	127.14		127.14	
21-Nov-15	WCS01	WCS ENGAGEMENT & PLANNING	1404	SEP/21 UCLUELET TOURISM PLAN	2373		2373	
21-Nov-15	US001	URBAN SYSTEMS LTD.	193910	1427.001.01 CEDAR RD PRKNG	1864.28		1864.28	
21-Nov-15	UKE02	UKEE TIMBER & ROAD	1264	KUBOTA SERVICING	1562.03		1562.03	
21-Nov-15	UI923	UKEE INFO TECH	12494	IT SUPPORT OCT/21	5778.33		5778.33	
21-Nov-15	UR849	UCLUELET RENT-IT CENTER LTD	41791	DRILL BITS	191.33		241.53	
			43626	ENGINE OIL	50.2			
21-Nov-15	UP459	UCLUELET PETRO-CANADA	13818	#1 WIPER BLADES	41.06		184.03	
			13846	BATTERY-BOBCAT	142.97			
21-Nov-15	UMC10	FOERSTER DR. L., INC.	9874	FIRE RESCUE MEDICAL EXAM	145		145	
21-Nov-15	TU428	TOURISM UCLUELET	08/21	AUG/21 MRDT	76067.25		76067.25	
21-Nov-15	TON01	FOERSTER DR. L., INC	9910	UFR MEDICAL EXAM	145		145	
21-Nov-29	AL001	ACKLANDS - GRAINGER INC.	9121399159	PAD LOCKS	89.72		89.72	
21-Nov-29	BP940	BLACK PRESS GROUP LTD.	34159599	OCT/21 ADS	629.26		629.26	
21-Nov-29	BLO17		123502	UCC TOOLS/BATTERIES	394.87		394.87	
21-Nov-29	MA952	BUREAU VERITAS CANADA (2019) INC.	VA10493196	WATER TESTING C186651	279.3		558.6	
			VA10498747	WATER TESTING C188288	279.3			
21-Nov-29	CAL01	CALIAN LTD.	90118532	EVAC PLAN MILESTONE 2/3	15501.15		15501.15	
21-Nov-29	CN411	CITY OF NANAIMO	AR012201	UFR EXAMS	105		105	
21-Nov-29	CT002	CLEARTECH INDUSTRIES INC	214490	CONTAINER RETURN	-252		265.44	
			CM300300	CONTAINER RETURN	-273			
			1003252	SODIUM HYPOCHLORITE	790.44			
21-Nov-29	CF005	COLUMBIA FUELS	01375121985113	GREASE PW	140		140	
21-Nov-29	cupe1	CUPE LOCAL #118	10/21	OCT/21 DUES	1860.02		1860.02	
21-Nov-29	D9430	DENMAN CHRISTOPHER	123503	DUMP TRUCK PICKUP PORT ALBERNI	35		35	
21-Nov-29	DH143	DURWARD HEATHER	123504	YOGA FALL/21	381.73		381.73	
21-Nov-29	EB295	E.B. HORSMAN & SON	13204703	FLOATHOUSE RAC MONITORING	250.51		512.39	
			13198032	CEDAR BOARDWALK	23.37			
			13204698	LIGHTING	238.51			
21-Nov-29	EL048	ERIK LARSEN DIESEL CO. LTD.	719642	CRANE TRUCK PARTS	502.96		1332.61	
			719656	BACKHOE PARTS	120.04			
			719664	UFR CAF PARTS	709.61			
21-Nov-29	FLO02	FLOCOR INC.	6654889	CULVERT PIPE BAY ST	2010.91		2010.91	
21-Nov-29	FLY01	FLY BY KNIGHT	123505	LYCHE OFFICE WALLS	4751.72		4751.72	
21-Nov-29	FS004	FOUR STAR WATERWORKS	871213002654	SEWER PIPE	1096.83		1351.67	
			871213002634	FITTINGS	254.84			
21-Nov-29	GD215	GREGG DISTRIBUTORS LTD	011-849286	SWITCHES/LIGHT BARS	942.12		942.12	
21-Nov-29	HSS40	HACH SALES & SERVICE CANADA LTD	266553	CHLORINE	399.96		399.96	
21-Nov-29	HE701	HEROLD ENGINEERING LTD	68135	PROJ 1040017 WPT BRIDGE REVIEW	2940		2940	
21-Nov-29	JR381	J. ROBBINS CONSTRUCTION LTD	5451	DRAIN ROCK	140.94		140.94	
21-Nov-29	CK608	KASSLYN CONTRACTING	D803	D803	985.02		3311.21	
			D804	D804	2326.19			

Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
21-Nov-29	KA001	KOERS & ASSOCIATES ENGINEERING LTD.	1863-017	1863 SANITARY MASTER PLAN	967.45		967.45	
21-Nov-29	LF253	LAFARGE CANADA INC.	715398924	ROAD SALT, BULK	3134.7		3134.7	
21-Nov-29	MCG02	MCGILLIVRAY, ERIN	123507	ART CLUB SES A FALL/21	412.8		412.8	
21-Nov-29	MISC	WILSON, MICHAEL	123506	THE FIRE HAT HATS/TOQUES	960		960	
21-Nov-29	MISC	FAR WEST DISTRIBUTORS LTD	TUP21-01	TUP21-01 DMG DEP RETURN	1000		1000	
21-Nov-29	N9371	NOEL MAYCO	123508	NOEL JAN-OCT EXPENSES	918.2		918.2	
21-Nov-29	NP156	NORTH PACIFIC REPAIR	128559	METER COVER MODIFICATION	475.78		475.78	
21-Nov-29	DP725	PAYNE DAVID	123509	EMERG. RADIO MEETING TRAVEL	188.2		188.2	
21-Nov-29	PC285	PETTY CASH - LYVIER RIVERA	07/2021	COFFEE/POSTAGE/COUNCIL SNACKS	71.15		301.16	
			11/2021	NOV/21 PETTY CASH	230.01			
21-Nov-29	SFC02	SFC ENERGY LTD.	216566	SCADAPACK BAY ST	3799.38		3799.38	
21-Nov-29	SC003	SHARE CANADA	23679	NATRAKLENE DEGREASER	2024.45		2024.45	
21-Nov-29	SBR01	SONBIRD REFUSE & RECYCLING LTD.	43663	SCH GARBAGE OCT/21	1334.09		2876.78	
			43664	52 STEPS GARBAGE OCT/21	416.38			
			43665	WD GARBAGE OCT/21	902.8			
			43667	UCC GARBAGE OCT/21	223.51			
21-Nov-29	ce004	STAPLES PROFESSIONAL	57633129	UCC OFFICE SUPPLIES	153.37		387.11	
			57629898	PW PRINTER TONER	159.03			
			57529761	UCC COLD PACKS	74.71			
21-Nov-29	UC142	UCLUELET CONSUMER'S CO-OPERATIVE ASSN	11SEP2021#5635	FIREFIGHTER MEALS	72.21		707.98	
			01OCT2021#2661	UFR EQUIPMENT	155.16			
			04OCT2021#6113	UFR SNACKS/WATER	44.92			
			05OCT2021#3891	LYCHE COFFEE SUPPLIES	28.55			
			13OCT2021#6453	UFR SNACKS	29.68			
			15OCT2021#9219	PEST CONTROL	108.02			
			18OCT2021#8056	SCH HAND CARTS	167.9			
			24OCT2021#0173	LYCHE COFFEE SUPPLIES	24.18			
			22OCT2021#1089	PW COFFEE SUPPLIES	23.58			
			18OCT2021#9982	LYCHE COFFEE SUPPLIES	24.18			
			27OCT2021#0984	UCC BATTERIES/LIGHTBULBS	29.6			
21-Nov-29	UC142	UCLUELET CONSUMER'S CO-OPERATIVE ASSN	71536565	PARKS QUAD PREM FUEL	18.37		6232.33	
			7256	CARDLOCK OCT/21	6131.17			
			29OCT2021#1535	PARKS YARD VARIOUS SUPPLIES	82.79			
21-Nov-29	UR849	UCLUELET RENT-IT CENTER LTD	41177	BAY ST LIFT STN CALLOUT	397.6		3020.37	
			43583	PULL CORD PW	11.2			
			41287	TRIMMER LINE PARKS	26.05			
			43700	OCT/21 PORTABLES SERVICE/CLEANING	2325.12			
			43740	BOAT BASIN CARDBOARD	260.4			
21-Nov-29	UKE01	UKEE AUTO SERVICE	753772	CRANE TRUCK SERVICING	179.2		179.2	
21-Nov-29	US001	URBAN SYSTEMS LTD.	194181	1427.0015.01 WILD PAC TRAIL IMPRVMT	2718.92		2718.92	
21-Nov-29	VIE01	VANCOUVER ISLAND ECONOMIC ALLIANCE	2214	ECONOMIC REPORT	121.75		121.75	
21-Nov-29	WP166	WINDSOR PLYWOOD - UCLUELET DIV.	76061A	PARKS CABLE TIES	12.81		516.95	

Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
			76698A	BALLFIELD DUGOUT PAINT	127.77			
			76701A	BALLFIELD DUGOUT PAINT	40.86			
			77477A	WPT MATERIALS	37.16			
			77498A	PW MATERIALS	18.91			
			77552A	WPT MAINTENANCE	142.99			
			77602A	PW MATERIALS	37.87			
			77665A	PAINT PRIMER	20.89			
			77740A	PVC CONDUIT	2.89			
			76912A	WIRE BRUSH PW	35.29			
			76585A	CEDAR BOARDWALK	39.51			
21-Nov-29	WP166	WINDSOR PLYWOOD - UCLUELET DIV.	77881A	WORKS YARD BUILDING	22.82		484.67	
			78171A	DRYER VENT	5.27			
			78195A	PARKS CABLE TIES	13.78			
			78222A	WORKS YARD BUILDING	16.11			
			78259A	WORK YARD ROOF REPAIR	5.26			
			78270A	PAINTERS TAPE	7.29			
			78503A	LOCK NUTS	14.31			
			78512A	PARKS MATERIALS	269.59			
			78594A	PAINT SUPPLIES PW	130.24			
21-Nov-29	WC345	WURTH CANADA LTD	24591652	GLOVES	138.69		1547.55	
			24591216	TOOLS & GLOVES	1408.86			
21-Nov-29	ZW172	ZONE WEST ENTERPRISES LTD	66008	UFR TIE CLIPS/PINS	355.88		5661.67	
			66040	UFR CLOTHING	1316.49			
			66042	UFR CLOTHING	3989.3			

**INFORMATION REPORT**

Council Meeting: December 14, 2021
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: PAULA MASON, ADMINISTRATION CLERK

FILE NO: 0550-20

SUBJECT: RESOLUTION TRACKING – DECEMBER 2021

REPORT NO: 21- 180

ATTACHMENT(S): APPENDIX A: RESOLUTION TRACKER

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 tracking report, attached, provides Council with an overview of actions resulting from resolutions of Council. Trackers are assigned to staff with the following progress designations:

- 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.

Respectfully submitted: Paula Mason, Administration Clerk

Date	Meeting Item Description	Resolution	Action	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	Parks & Recreation	In Progress: Met with Historical Society January 2021 - waiting for feedback on the lease.
September 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 - report back to upcoming Council meeting.
September 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	Parks & Recreation	In Progress - This will be part of overall master plan for Tugwell Field Area - Planning 2021
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 signs	Planning	In Progress - pending design phase of Peninsula Road project.
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	ACRD is the lead on this project.
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
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	CAO	Assigned
March 17, 2020	Water Treatment Loan Authorization Donna Monteith, Chief Financial Officer	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: Grant approved Aug/21. Awaiting confirmation of Costs.
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 development regulations, including a process for public consultation, as they relate to existing properties; and, consider new policy on future developments to avoid areas of flood risk.	Use report findings to update strategic planning, emergency preparedness plans, asset management planning, development regulations, policies related to development and subsequent budget preparation.	Administration	Assigned: this will be brought back during strategic and budget planning.
July 14, 2020	Audio Visual Upgrades for the Main Hall	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.	Parks & Recreation	In Progress - Final installation underway

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.
December 15, 2020	Development of "The Cabins" Properties in the Reef Point Area John Towgood, Planner 1	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,	Refer Discharge and Amendment of SRWs to the subdivision process once application is received.	Planning	Survey underway. Pending receipt of subdivision application.
May 11, 2021	Temporary Use Permit TUP21-11 (2074 Peninsula Road) John Towgood, Planner 1	THAT Council authorize the issuance of Temporary Use Permit TUP21-11 for a period of six months, to allow for three (3) seasonal RV camping spaces for local workers.	Issue TUP 21-11	Planning	expired
May 11, 2021	Temporary Use Permit TUP21-12 (1947 St. Jacques) John Towgood, Planner 1	THAT Council authorize the issuance of Temporary Use Permit TUP21-12 for a period of six months, to allow for one seasonal RV camping space for local workers.	Issue TUP 21-12.	Planning	expired
May 25, 2021	Temporary Use Permit TUP21-06 (221 Minato Road) John Towgood, Planner 1	THAT Council authorize the issuance of Temporary Use Permit TUP21-06 for a period of six months, to allow for 8 seasonal RV camping spaces for local workers under the conditions that: a. each RV on the site be equipped with washroom facilities, toilet, sink and shower; b. if a motor vehicle is used, then it must be equipped with a fire alarm;	Issue TUP 21-06	Planning	expired
June 15, 2021	Food Bank on The Edge - proposed new location Bruce Greig, Manager of Community Planning	THAT Council supports contributing to the project to offset site servicing and construction costs, with confirmation of the amount and source of funding to be determined in the 2022 budget process.	Bring forward during budget 2022 budget discussions.	Administration	Assigned
June 15, 2021	Resolution Tracking - May 2021 Paula Mason, Administration Clerk	THAT staff provide a report to Council with options for the investment of Barkley Community Forest Funds at an upcoming Council Meeting.	Staff to provide report.	CAO	Assigned
September 21, 2021	Sergeant Kevin Smith, RCMP Re: RCMP Update	THAT Council direct Staff to write a letter in support of additional RCMP officers being stationed in Ucluelet.	Draft letter in support.	CAO	Assigned
September 21, 2021	Dr. Carrie Marshall and Faye Missar, Coastal Family Resource Coalition Re: Harm Reduction	THAT Council direct Staff to bring back the alcohol harm reduction information to a future meeting for Council discussion.	Draft report and bring back alcohol related information for Council discussion.	Recreation	In progress Report - end of January
October 12, 2021	Request for Four Temporary Use Permits for a Rooming Housing use at; 1259 Eber Road, 1241 Eber Road, 277 Otter Street, and 1313 Helen Road John Towgood, Planner	D. That Council authorize the issuance of TUP 21-05, to allow for a Rooming House use for three Pacific Rim National Park Reserve employees for a period of up to three years at 1313 Helen Road (Lot 10, Block 1, Section 21, Clayoquot District, Plan 9200).	Issue TUP21-05	Planning	In Progress
October 12, 2021	Request for Four Temporary Use Permits for a Rooming Housing use at; 1259 Eber Road, 1241 Eber Road, 277 Otter Street, and 1313 Helen Road John Towgood, Planner	C. That Council authorize the issuance of TUP 21-04, to allow for a Rooming House use for three Pacific Rim National Park Reserve employees for a period of up to three years at 277 Otter Street (Lot 8, Section 21, Clayoquot District, Plan 11923).	Issue TUP21-04	Planning	In Progress

October 12, 2021	Request for Four Temporary Use Permits for a Rooming Housing use at; 1259 Eber Road, 1241 Eber Road, 277 Otter Street, and 1313 Helen Road John Towgood, Planner	B. That Council authorize the issuance of TUP 21-03, to allow for a Rooming House use for four Pacific Rim National Park Reserve employees for a period of up to three years at 1241 Eber Road (Lot 11, Section 21, Clayoquot District, Plan 13683).	Issue TUP21-03	Planning	In Progress
October 12, 2021	Request for Four Temporary Use Permits for a Rooming Housing use at; 1259 Eber Road, 1241 Eber Road, 277 Otter Street, and 1313 Helen Road	A. That Council authorize the issuance of TUP 21-02, to allow for a Rooming House use for four Pacific Rim National Park Reserve employees for a period of up to three years at 1259 Eber Road (Lot 12, Section 21, Clayoquot District, Plan 13683).	Issue TUP21-02	Planning	In Progress
October 12, 2021	Temporary Use Permit 21-18, 210 Minato Road John Towgood, Planner	A. That Council authorize the issuance of Temporary Use Permit 21-18 for a period of 3 years, to allow two seasonal RV camping spaces for local workers.	Issue TUP21-18	Planning	In Progress
October 12, 2021	2022 Council Meeting Schedule Joseph Rotenberg, Manager of Corporate Services	1. THAT Council amend the draft 2022 Council Meeting schedule so all meeting start at 4:00 PM. 2. THAT Council adopt the proposed 2022 Council Meeting Schedule as amended; and 3. THAT Council direct Staff to give notice of the 2022 Council Meeting Schedule in accordance	Amend schedule and give notice in accordance with Community Charter	Administration	Complete
October 12, 2021	District of Ucluelet Staff and Contractor Housing Joseph Rotenberg, Manager of Corporate Services	THAT Council direct Staff to pursue extending the District's residential tenancy agreement with Braker Developments Ltd. for the rental of Unit 4, 313 Forbes Road, Ucluelet B.C. for the period of one year.	Negotiate extension to lease agreement.	Administration	In progress
October 12, 2021	Ucluelet OCP Bylaw No. 1236, 2020 Bruce Greig, Director of Community Planning	1. THAT staff be directed to provide an analysis of growth options informed by the 2021 West Coast Land Use Demand Study in the context of the draft OCP; and, 2. THAT the draft OCP (along with the growth options) be presented for community feedback at a Committee-of-the-Whole meeting.	Analyze growth options and present the same at a CoW.	Planning	Complete
October 12, 2021	Proposed Amendment to District of Ucluelet Single-Use Item Regulation Bylaw No. 1266, 2020 Joseph Rotenberg, Manager of Corporate Services	THAT Council direct Staff to present amendments to "District of Ucluelet Single-Use Item Regulation Bylaw No. 1266, 2020" that regulate the provision of plastic and bioplastic utensils and stir sticks.	Draft bylaw amendment for presentation to Council.	Administration	In Progress: Seeking input from key stakeholders. - January 2022
October 12, 2021	Every Child Matters Crosswalk Courtney Johnson	THAT Council Consider implementing an Every Child Matters crosswalk during the 2022 Budget process.	Added to 2022 budget. Workplan in progress.	Public Works	Assigned
October 26, 2021	Draft Fire Protection Services and Donation Agreements with Toquaht Nation Rick Geddes, Fire Chief, District of Ucluelet	THAT Council endorse the draft Fire Services Agreement and Donation Agreement between the District of Ucluelet and Toquaht Nation as presented; and further, THAT Council direct staff to present the final Fire Service Agreement and Donation Agreement between the District of Ucluelet and Toquaht Nation upon Toquaht Nation executing the agreement.	In progress. Draft agreements are with Toquaht to ratify / provide feedback. Toquaht has signed both agreements and returned same for DoU signatures at Council Meeting 2021-12-14	Fire & Emergency Services	Assigned
October 26, 2021	Review of Bylaw 967, 2004 Rick Geddes, Fire Chief, Ucluelet Fire Rescue	THAT Council directs staff to update Bylaw No. 967, 2004 in the form of a new bylaw to regulate the sale, use, and possession of fireworks within the municipality by: a. prohibiting the sale, use, or possession of Consumer fireworks; and, b. permitting the use of Display Fireworks and Special Effect Pyrotechnics through a permitting process.	In progress	Fire & Emergency Services	Assigned

Appendix A

Resolution Tracking
 December 2021
 Paula Masolo, Administration Clerk

October 26, 2021	Zoning Amendment - 312 Pass of Melfort Place John Towgood, Municipal Planner, District of Ucluelet	THAT Council give first and second reading to District of Ucluelet Zoning Amendment Bylaw No. 1299, 2021, and refer the bylaw to a public hearing.	Schedule and give notice of Public Hearing	Planning	Complete
October 26, 2021	Correspondence Regarding Bay Street Speed Controls and Crosswalk	THAT Council direct Staff to present a report regarding speed controls for consideration at a future meeting of Council.	Added to 2022 budget. Workplan in progress.	Public Works	Assigned
October 26, 2021	AVICC 2022 Call for Nominations and Resolution Form AVICC Executive	THAT Council direct Staff to enquire with AVICC regarding when Ucluelet will host the AVICC annual convention.	Determine when Ucluelet is scheduled to host the AVICC convention and report back to Council.	Administration	In progress
November 9, 2021	Koers Engineering and Associates Ltd. Contract Renewal James Macintosh, Director of Engineering Services	THAT Council approve Option A, to authorize an extension of the fee-for-service contract between the District of Ucluelet and Koers & Associates Ltd. from May 26, 2021, through to May 26, 2023.	Completed	Public Works	Complete
November 9, 2021	District of Ucluelet Zoning Amendment Bylaw No. 1284, 2021 (Lot 16 Marine Drive) - Adoption Bruce Greig, Director of Community Planning	THAT Council adopt District of Ucluelet Zoning Amendment Bylaw No. 1284, 2021.	Print, sign and file	Administration	Complete
November 9, 2021	District of Ucluelet Zoning Amendment Bylaw No. 1284, 2021 (Lot 16 Marine Drive) - Adoption Bruce Greig, Director of Community Planning	THAT Council give first, second and third readings to District of Ucluelet Housing Agreement Bylaw No. 1297, 2021.	Bring bylaw back for adoption.	Planning	Complete
November 9, 2021	Appointment to the 2022 Vancouver Island Regional Library Board Ben Hyman, Executive Director, Vancouver Island Regional Library	THAT Councillor McEwen be appointed to represent the District of Ucluelet on the Vancouver Island Regional Library Board for the 2022 year.	Relay resolution and provide supporting documentation to VIRL.	Administration	Complete
November 9, 2021	AVICC Workshop Suggestions, Hotels for 2022 Convention	THAT Councillor Cole, Councillor McEwen, Councillor Hoar, Councillor Kemps, and Mayor Noel be approved to attend the 2022 Annual AVICC Conference in Victoria.	Register Council members to attend and book accommodations.	Administration	In Progress: Accommodations Booked/Registration opens early Feb 2022
November 23, 2021	October 26, 2021 Regular Minutes	THAT Council adopt the October 26, 2021 Regular Meeting Minutes as presented.	Print, sign, upload and file minutes.	Administration	Complete
November 23, 2021	Tourism Ucluelet Tactical Plan Approval Duane Lawrence, Chief Administrative Officer	THAT Council approve the Tourism Ucluelet 2022 Municipal Resort District Tax One-Year Tactical Plan and budget as presented.	Send certified resolution to Tourism Ucluelet.	Administration	Complete
November 23, 2021	2022 Council Appointments Joseph Rotenberg, Manager of Corporate Services	THAT Councillors Cole, McEwen, Kemps, and Hoar be designated to serve as Deputy Mayor in accordance with the schedule set out in Appendix B to this report.	Update agenda template and file under the Council appointments.	Administration	Assigned
November 23, 2021	2022 Council Appointments Joseph Rotenberg, Manager of Corporate Services	THAT Council appoint Councillor Hoar, as the Alternate Trustee to the Vancouver Island Regional Library Board for the 2022 year.	Send supporting documents to VIRL by December 10th.	Administration	In Progress
November 23, 2021	2022 Council Appointments Joseph Rotenberg, Manager of Corporate Services	THAT Council adopt the 2022 Council Appointments, as set out in Appendix A to this report.	File Appendix A under appointments file.	Administration	Complete
November 23, 2021	Council Procedure Bylaw No. 1300, 2021 (Readings 1-3) Joseph Rotenberg, Manager of Corporate Services	THAT Council give District of Ucluelet Council Procedure Bylaw No. 1300, 2021, first, second and third reading; and further, C/M Carried THAT Staff be authorized to provide notice to the public in accordance with Sections 94 and 124(3) of the Community Charter. C/M Carried.	Give notice in accordance with the Community Charter and bring back bylaw and any feedback for adoption in 2022.	Administration	Complete
November 23, 2021	District of Ucluelet Housing Agreement Bylaw No. 1297, 2021 (Lot 16 Marine Drive) - Adoption Bruce Greig, Director of Community Planning	THAT Council adopt District of Ucluelet Housing Agreement Bylaw No. 1297, 2021.	Print, sign and file Bylaw.	Administration	Complete



REPORT TO COUNCIL

Council Meeting: December 14, 2021
500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: BRUCE GREIG, DIRECTOR OF COMMUNITY PLANNING **FILE NO:** 6480-20-2020 OCP

SUBJECT: UCLUELET OFFICIAL COMMUNITY PLAN BYLAW NO. 1236, 2020 **REPORT NO:** 21-181

ATTACHMENT(S): APPENDIX A – HIGHLIGHTED EDITS TO DRAFT OCP BYLAW NO. 1236, 2020
APPENDIX B – LOW(ISH) GROWTH SCENARIO
APPENDIX C - UCLUELET OCP BYLAW NO. 1236, 2020, DRAFT 7.3

RECOMMENDATION(S):

That Council, with regard to Ucluelet Official Community Plan Bylaw No. 1236, 2020:

1. rescind second reading of the bylaw;
2. amend the bylaw to incorporate the edits as presented in draft 7.3 as described in the staff report dated December 14, 2021;
3. give the bylaw second reading as amended; and,
4. refer the bylaw to a public hearing.

BACKGROUND:

At the November 23, 2021, Committee-of-the-Whole meeting, Council received a presentation on growth projections and Official Community Plan (OCP) policy options.

Following public discussion and input, Council provided comments on potential edits to the draft OCP. Support was indicated for a low- to medium-growth scenario. A “Low(ish) Growth Scenario” was then developed (see **Appendix “B”**).

Staff have subsequently made edits to the draft OCP document. The additions and changes are highlighted in **Appendix “A”**. The complete updated draft OCP version 7.3 is found in **Appendix “C”**.

ANALYSIS OF OPTIONS

- The Schedule “A” Long-Range Land Use Plan has been updated to reflect the growth scenario found in Appendix “B”. This would reduce the area designated for development within the plan, showing some areas as “Areas for Potential Future Growth”. Policy addressing these designated areas has been added to the document of the OCP, as highlighted in Appendix “A”.

- Some areas previously designated for tourist commercial (e.g., campground) uses have been shifted to show multi-family and single-family housing designations, following discussion with the landowner. An area previously designated as single-family residential is now shown as mixed-use light industrial, intended to encourage housing above light industrial uses (see Appendix “A”).
- A new policy section on Areas of Potential Future Growth has been added (see Page 76).
- Collectively, the changes shown in the draft plan align with the low(ish) growth scenario. This scenario is compared to the others presented at the November 23, 2021, Committee-of-the-Whole meeting in the following table:

	2050 permanent population	annual growth rate over 30 yrs	Housing: Tourist ratio	new serviced land area (hectares)	new infrastructure costs	policy changes
buildout existing	2250	0.4%	46:54	8	\$12 million	limited expansion of services
low growth	2400	0.7%	60:40	26	\$24 million	* limit development of new tourist accommodation * focus on development of new residential supply on limited lands
low(ish) growth	2600	1%	60:40	26		* modest development of new tourist accommodation * priority on developing new housing to suit residents * designate areas outside plan for potential future development
medium growth	3100	1.8%	60:40	34	\$35 million	* expediate development of the right kinds of new residential units * incentives for non-market housing
high growth	4900	5%	60:40	88	\$78 million	none: carry on expanding within municipal boundaries

- A policy statement that, “As a starting point, target a minimum of 75% of housing in new developments to be attainable by Ucluelet resident households” has been added to policy 3.134 (see page 68).
- A pie chart showing the approximate peak population in town - including summer visitors, seasonal residents and seasonal employees - has been added to the section on demographics and population projections (see page 126). Ucluelet has a permanent population of approximately 1,975 residents but a summer peak population of roughly 6,000.
- Staff noted that including the Development Approval Information Area designation at this time would avoid needing to amend the OCP at a later date (i.e., when the details of a Development Approval Information regulatory bylaw is brought forward for consideration by Council). In the “boilerplate” section of the OCP appendices (see page 124), a section has been added designating the lands within the municipality as a Development Approval Information Area. This designation will enable, as a follow-up to adoption of the OCP, for Council to consider enacting a Development Approval Information bylaw. Such bylaws work in conjunction with Development Application Procedures bylaws to clarify the process and information requirements for various land development applications (rezoning, Development Permits, etc.).
- A statement has been added to the section on regional context (see page 93) referencing the lower, slower approach to growth and development being taken by Ucluelet at this time.

After incorporating these changes, Staff recommend that Council consider advancing the OCP bylaw to another public hearing, which could be held in January.

A	That Council rescind second reading of Ucluelet Official Community Plan (OCP) Bylaw No. 1236, 2020, to amend the draft OCP to incorporate the edits as presented, and then give the bylaw second reading as amended and refer the bylaw to a public hearing.	<u>Pros</u>	<ul style="list-style-type: none"> • Incorporating the edits in draft 7.3 of the OCP would clarify the community position on the location and pace of growth, and place emphasis on encouraging development of needed forms of housing. • Proceeding to a public hearing in the new year would provide an opportunity for comment from members of the public and any interested external agencies. • Adopting an updated OCP early in the new year would provide direction for initiating a number of follow-up actions to the OCP.
		<u>Cons</u>	<ul style="list-style-type: none"> • Proceeding to a public hearing would provide less time for external agencies to review and comment on the revised draft OCP: however, the draft has been referred to these agencies previously and most of the content of the plan remains the same.
		<u>Implications</u>	<ul style="list-style-type: none"> • Notification and scheduling of another public hearing will be necessary once changes are made to the draft OCP.
B	That Council, after amending and giving second reading to the OCP bylaw, refer the OCP to external agencies again for a period of 60 days, before referring the bylaw to a public hearing.	<u>Pros</u>	<ul style="list-style-type: none"> • This option would include specific referral of the revised draft OCP to neighbouring jurisdictions and agencies and provide for a period of review and comment.
		<u>Cons</u>	<ul style="list-style-type: none"> • This option would extend the timeline for the OCP update project. Under this option, an updated OCP could still be adopted later in the spring.
		<u>Implications</u>	<ul style="list-style-type: none"> • Council may consider the degree of interest in neighbouring jurisdictions and agencies, and gauge the degree of appropriate referral.

C		<u>Suggested Motion</u>	That Council, with regard to Ucluelet Official Community Plan Bylaw No. 1236, 2020: <ol style="list-style-type: none"> 1. rescind second reading of the bylaw; 2. amend the bylaw to incorporate the edits as presented in draft 7.3 as described in the staff report dated December 14, 2021; 3. give the bylaw second reading as amended; and, 4. refer the bylaw to external agencies for comment for a period of 60 days.
	That Council provide alternative direction on the content and/or process for updating the OCP bylaw.	<u>Pros</u>	<ul style="list-style-type: none"> • The OCP is the community's plan; if there are other changes that Council feels would better reflect the desired community direction then those changes can and should be included before proceeding further with the bylaw.
		<u>Cons</u>	<ul style="list-style-type: none"> • A number of actions will follow adoption of a new OCP; the timing of those will be set back if the OCP update process is extended.
		<u>Implications</u>	<ul style="list-style-type: none"> • Following Council direction, an updated draft could be presented in January for further consideration, before proceeding with next steps.
		<u>Suggested Motion</u>	That Council, with regard to Ucluelet Official Community Plan Bylaw No. 1236, 2020: <ol style="list-style-type: none"> 1. rescind second reading of the bylaw; 2. amend the bylaw to _____; 3. give the bylaw second reading as amended; and, 4. direct staff to _____.

POLICY OR LEGISLATIVE IMPACTS:

- Assuming some edits are incorporated into the draft OCP – as previously directed by Council - the bylaw will need to be referred to another public hearing.
- The OCP has been referred previously to external agencies. Comments received from those referrals did not focus specifically on growth management or development issues. If the edits to the OCP are as proposed in this report, it is unlikely that a second referral with extended opportunity to comment would provide substantially different input. If the bylaw is amended and referred to another public hearing, those external agencies could be specifically contacted as part of the public hearing notification, with the notice highlighting the changes to the draft since it was last referred.

NEXT STEPS

- Following second reading, the bylaw should be referred to a public hearing.
- Subject to public comment at the public hearing, Council could direct that further changes be made to the OCP.
- After a public hearing has been held, Council could then consider third reading and adoption of the OCP bylaw.

Respectfully submitted: Bruce Greig, Director of Community Planning
Duane Lawrence, Chief Administration Officer

The following pages illustrate changes to the draft OCP that are incorporated in version 7.3. Additions to policy areas or changes to Schedules are highlighted.

Note that changes to the Schedule 'A' Long-Range land Use Plan in version 7.3 necessitated some adjustments to Schedules 'B', 'C', and 'D' to match.

The following text has been added to Policy 3.91 clarifying the potential for housing above light-industrial uses in new mixed-use light industrial areas:

Industrial Policies:

Policy 3.85 Support the protection of the District's industrial land base as a vital community and economic asset that can be used to create significant local employment, property taxes and other benefits to Ucluelet.

Policy 3.86 Encourage industrial uses that will achieve higher employment and land use densities.

Policy 3.87 Guide industrial development off Peninsula Road and into the Forbes Road and Seaplane Base Road areas.

Policy 3.88 Industrial land uses must be compatible with adjoining land uses (e.g. industrial / tourist commercial / residential); use the rezoning process (e.g. siting, layout) to minimise conflicts.

Policy 3.89 Give priority to industrial uses at the Seaplane Base Road area that require water access in areas with sufficient navigational depth (e.g. north side in proximity of existing water lots).

Policy 3.90 Protect and enhance the sensitive ecosystem associated with the waters on the west side of the Seaplane Base road industrial area by maintaining a naturalised shoreline.

Given the site's unique water access, proximity to industrial and tourist commercial areas, a comprehensive plan of development will be required at the time of redevelopment. Public access to the water will be provided in a manner that is commensurate with the permitted land uses.

Policy 3.91 Create an employment-intensive area in the Forbes Road industrial area, while acknowledging the existing mixed-use nature of the area. Review the range of uses permitted in the

CD-1 ("Eco-Industrial Park") Zone. Residential uses (e.g., employee housing) should only be considered on upper storeys above appropriate light industrial space. Explore the inclusion of live/work light industrial uses within this area, particularly on new lands with light industrial designation to the north of Forbes Road and off Minato Road.

Policy 3.92 Continue to recognise the importance of the harbour to the Ucluelet's economy by allowing industrial uses that require access to the water to locate within other appropriate designations (e.g. Village Square, Water Lot and the Small Craft Harbour).

Policy 3.93 Support the creation of more detailed plan for Ucluelet's Harbour, focusing on lands in the vicinity of the Village Square, existing water lots, and appropriate locations for water-based industrial uses.

Policy 3.94 Enhance and improve public access to the water in industrial areas while recognising that the safety and operational needs of industrial businesses are not to be compromised.

Policy 3.95 Support the fish plant and supporting industry located within the Village Square designation.

Policy 3.96 Support the long-term presence of the ice plants and marine service industries located on Eber Road. Recognising the surrounding residential neighbourhood context, continue to mitigate conflicts in this area.

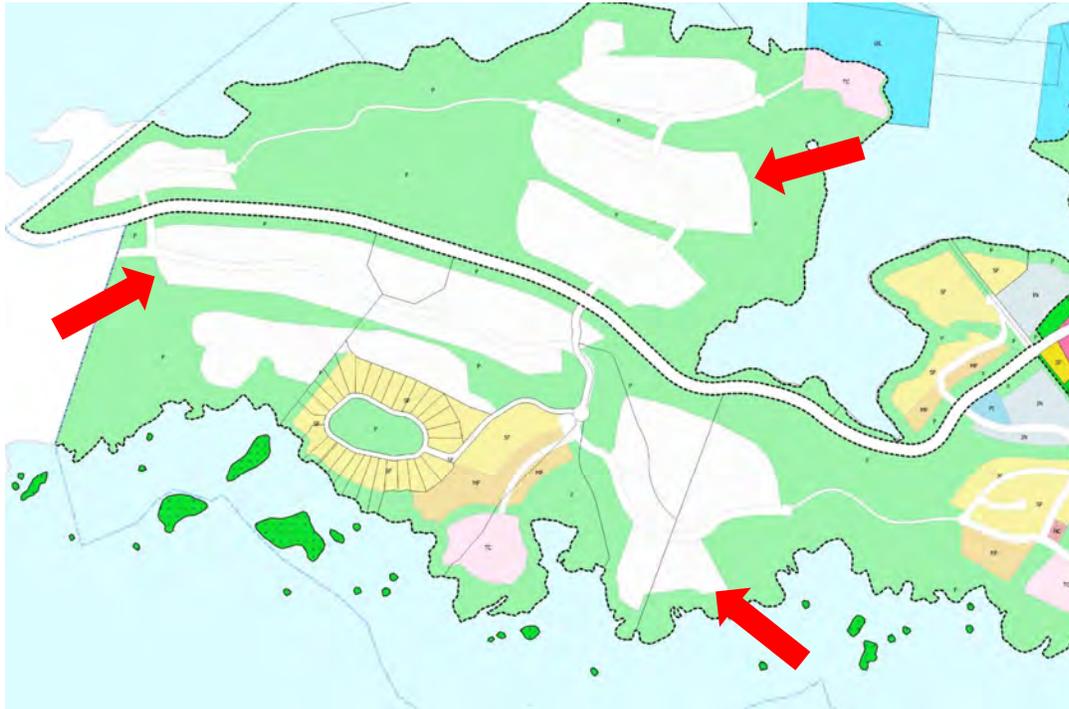
Policy 3.97 Support the expansion of the District's industrial land base, where appropriate, in a manner that is sensitive to adjoining land uses and helps to achieve other District objectives.

An area on Minato Road, formerly designated on Schedule 'A' for single-family residential, has been added to the Light Industrial designation:



In the same Minato Road vicinity, note that land previously proposed for campground use and designated on Schedule 'A' as Tourist Commercial has been changed to a mix of Single Family and Multi-Family Residential. Two areas to the west of Marine Drive previously designated for Tourist Commercial are now shown as Multi-Family Residential. These changes are part of balancing modest growth of tourist accommodation with adequate opportunities for new housing.

These areas of the former Forest Reserve lands are now designated as “Areas of Potential Future Growth”:



The following new policy clarifies the areas designated as Potential Future Growth beyond this OCP:

well as single and multi-family homes. Its prominent position next to Big Beach and its south-west orientation makes this a valuable and defining neighbourhood requiring attention in the form and character of developments. The spectacular landscape sloping gently to the ocean allows impressive vistas for visitors and home owners alike. A sensitive approach must be exercised to avoid over-cutting trees at the expense of the area's natural beauty, for enjoyment by all residents and visitors, and to protect the natural environment.

Policy 3.177 For areas of land higher than 20 to 30 metres above sea level, development, park dedication and public/open space should be coordinated with the District's Emergency Plan when considering the potential for public vistas, integrated with the multi-use pathway, trail and road network, as well as muster areas within a close walk of development areas.

Policy 3.178 All new or additional development, including campsites with no individual water supply or no individual sewage disposal facilities, must be connected to the municipal sanitary sewer system.

Areas of Potential Future Growth

Development of lands designated as "Areas of Potential Future Growth" on Schedule 'A' is considered beyond the scope of this plan, i.e., beyond the current capacity of municipal services and/or beyond the year 2050. Amending the OCP to permit earlier development would require a comprehensive plan demonstrating the social, economic and environmental case for servicing and developing those areas.

These areas have zoning designations previously applied, and an OCP designation does not affect that zoning. However the intent of this designation is for these areas to be left in a natural state until comprehensive plans have been accepted for the intended uses, with timing to be determined.

Policy 3.179 It is not in the public interest to extend services or approve subdivisions that would create new parcels within areas designated as "Areas of Potential Future Growth" on Schedule 'A'.

As discussed in Committee-of-the-Whole and indicated by Council, the following policy target has been added to inform future decision on new development applications:

- community care, shelter, supportive and/or affordable housing uses;
- I. explore the use of the new rental zoning powers proposed in Bill 23
- J. explore the use of Development Cost Charges for affordable housing
- K. develop a municipal Affordable Housing Strategy – identifying the best focus of municipal resources when addressing housing issues
- L. develop a District land and development strategy and explore the options for an ongoing affordable housing program

It is expected that these actions will be revisited following completion of a community Housing Needs Assessment in 2021, which may result in amendment of this OCP.



Affordable Housing Policies:

Policy 3.132 Increase the number of affordable housing units in Ucluelet by encouraging mixed land uses in the Village Square,

seniors' housing, small-lot single family housing, detached accessory dwelling units (cottages) and secondary suites.

Policy 3.133 Support development of multi-family housing above retail in the Village Square to encourage a mixed-use core in the District.

Policy 3.134 Ensure larger developments are required to provide affordable housing as a portion of each development phase. Completion of the Land Use Demand Study (underway) and Housing Needs Assessment (2021) should provide guidance for the District to adopt targets for percentages of affordable housing in new developments. **As a starting point, target a minimum of 75% of housing in new developments to be attainable by Ucluelet resident households.**

Policy 3.135 Permit secondary suites in single-family dwellings with sufficient off-street parking.

Policy 3.136 Encourage the retention and development of mobile/manufactured home parks with high quality site design, screening and landscaping.

Policy 3.137 Encourage alternative housing options, including small lot subdivisions.

Policy 3.138 Zone land using low to moderate densities and use density bonusing to secure affordable housing in any larger development.

Policy 3.139 Continue using inclusionary zoning regulations that require affordable housing in new multi-family developments.

Policy 3.140 Encourage land use and building design which results in liveable but smaller, more affordable housing units.

These changes in growth policy are noted in the following section on regional context:

process, timing and prioritization of this work will be the subject of strategic planning by Council and annual budget decisions.

Regional Context

The Alberni Clayoquot Regional District has not adopted a Regional Growth Strategy. A Regional Context Statement is therefore not required as part of the municipal OCP.

Nevertheless, the municipality is fortunate to have a history of strong working relationships with nearby jurisdictions and will benefit from even greater cooperation in the future. Developing a local Regional Context Statement would provide an opportunity for continued dialogue and a clear statement of expectations among neighbours.

The west coast has experienced rapid visitor growth and change in recent years. Acknowledging that the entire west coast sub-region overlaps the traditional territories of Nuu-Chah-Nulth peoples and nations, a co-developed regional strategy for sustainable development will include consideration of:

- environmental resilience and diversity
- social and cultural resilience for both indigenous and non-indigenous members of the community
- carrying capacity
- equity and opportunities for the economic development aspirations of both indigenous and non-indigenous communities

This may mean throttling back on the amount, and/or adjusting the types, of development within the municipal boundaries of Ucluelet and Tofino. At the same time the benefits of keeping towns compact can include reduced impact on the environment,

efficient service delivery, and achieving the “critical mass” that can increase community energy, interactions and character. Developing a strategy to meet the needs of the environment and the aspirations of all communities will be a balancing act.

This OCP incorporates, as a starting point, plans and policies directing a slower, lower approach to growth and development - appropriate to the current context in the west coast region. Map 9 shows the “Low(ish) Growth Scenario” analysis that informed the plan.

Objective 6C Consider municipal matters in the context of the whole west coast subregion and be a good neighbour to the communities of Tofino, First Nations, the Pacific Rim National Park Reserve and ACRD Electoral Area “C”.

Policy 6.2 In consultation with neighbouring jurisdictions, develop and adopt a Regional Context Statement for Ucluelet to further define the long-term role of the community within the west coast subregion.

Policy 6.3 In partnership with all neighbouring jurisdictions, develop a regional strategy for sustainable development of the west coast to meet the needs of the community and protect the ecology of this special place.

Policy 6.4 Call on the ACRD to implement the policies of the adopted South Long Beach (Area C) Official Community Plan Bylaw No. P1166, 2007, to maintain the environmental values and rural character expressed in the plan.

Policy 6.5 Explore with the ACRD options for expanded services for the west coast including the role of regional planning and regional parks to meet the needs of local communities and visitors.

This section on Development Approval Information will allow for Council to consider, at a future date, to adopt a Development Approval Information bylaw with clear guidelines for the information expected with different development applications:

<p>the natural environment, its ecosystems and biological diversity.</p> <p>An OCP may also include general statements on matters outside the jurisdiction of a local government, dealing with issues of advocacy or general interest.</p> <p>Development Approval Information</p> <p>Pursuant to the establishment of a Development Approval Information Area (DAIA) bylaw, the entire area of the District of Ucluelet covered by this Official Community Plan is designated as a development approval information area under the authority of Section 485 (1) (b) of the <i>Local Government Act</i>.</p> <p>Development approval information will be required for:</p> <ul style="list-style-type: none"> • Zoning Bylaw amendments; • Temporary Use Permits, and; • Development Permits. <p>The information provided in a Development Approval Information (DAI) report will help ensure that future development considers potential impacts to transportation and parking, municipal servicing infrastructure, public facilities including schools and parks, community services, archaeological and cultural matters, natural ecosystems, climate change and other issues. The District's DAIA bylaw will establish the information required, procedures to be followed in the application process, and in what circumstances a DAI impact report is necessary to address items including:</p> <ul style="list-style-type: none"> • Terms of reference for DAI reports; 	<ul style="list-style-type: none"> • Qualifications for personnel providing impact reports; • Timing; • Response options to inadequate reports; • Peer review; • Presentation of reports to Council; and • Use and publication of the report. <p>Planning Process</p> <p>The Village of Ucluelet was incorporated in 1952 and became as District Municipality in 1997. The community adopted its first Official Community Plan (OCP) bylaw in 1971. The history of OCP's in Ucluelet is as follows:</p> <ul style="list-style-type: none"> • OCP Bylaw No. 235 (1971) • OCP Bylaw No. 407 (1981) • OCP Bylaw No. 498 (1988) • OCP Bylaw No. 772 (1998) • OCP Bylaw No. 900 (2004) • OCP Bylaw No. 1140 (2011) <p>A review of the Ucluelet OCP bylaw was initiated by Council in 2016.</p> <p>From 2016 through 2018 the District, along with students and faculty from Vancouver Island University's (VIU) Master of Community Planning program, collected community opinions on the OCP and the broad range of issues of interest to the community. A series of public engagement activities and events were held during this time, including "planning on the streets" events, pop-up planning workshops, stakeholder workshops with community groups and classes from the local schools. A three-</p>
<p>DISTRICT OF UCLUELET Official Community Plan 124</p>	

The appendix containing community demographics has been updated to include a snapshot of how many people occupy town at peak times during the summer:

Population Projections (low, medium and high growth projections):

Figure 2: Estimated and Projected Population, West Coast Region, 2015 - 2050

Year	Envernia Base Case	Triennial Growth Rate	High Growth
2015	4,510	4,510	4,510
2020	5,195	5,195	5,195
2025	5,478	5,478	5,761
2030	5,348	5,310	6,446
2035	5,511	5,511	7,117
2040	5,841	6,454	7,819
2045	6,110	6,750	8,424
2050	6,377	7,024	8,906

Source: Envernia, 2010; BC Stats, and custom projections.

Ucluelet peak population: July / August (approx. 6,000 total)

Category	Count
overnight visitors	2500
day visitors	1000
permanent residents	1975
seasonal residents & workers	525

Annual visitors

Figure 7: Average Annual Daily Traffic on Tofino-Ucluelet Hwy South of Ucluelet Junction, 2009 - 2019

Year	Average Annual Daily Traffic
2009	2,238
2010	2,403
2011	2,314
2012	2,222
2013	2,159
2014	2,442
2015	2,751
2016	3,071
2017	3,238
2018	3,256
2019	3,160

Source: Ministry of Transportation and Infrastructure, 2020

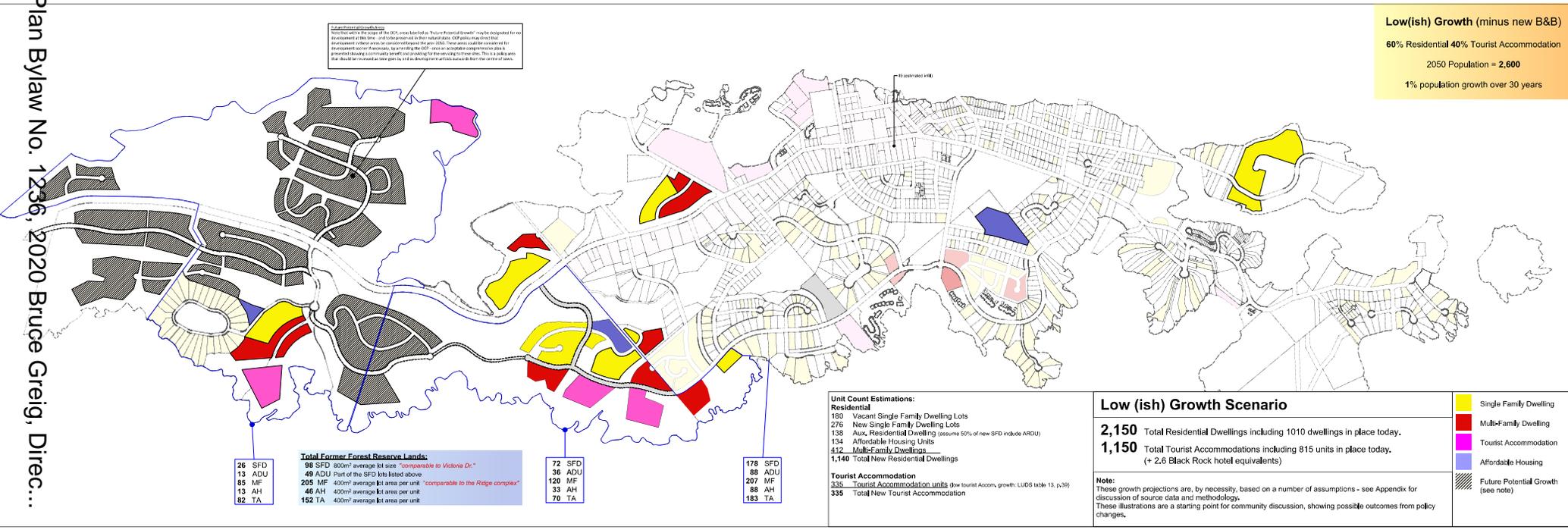
Figure 14: Visitors Pacific Rim National Park Reserve (Long Beach), 2005 - 2018

Year	Visitors
2005-2004	764,415
2004-2005	795,408
2005-2006	769,433
2006-2007	798,462
2007-2008	774,153
2008-2009	747,001
2009-2010	802,566
2010-2011	790,578
2011-2012	757,039
2012-13	754,867
2013-14	765,506
2014-15	819,167
2015-16	843,855
2016-17	1,016,501
2017-18	1,131,418

Source: Parks Canada, 2019

DISTRICT OF UCLUELET | Official Community Plan 126

Appendix B



Low(ish) Growth (minus new B&B)
 60% Residential 40% Tourist Accommodation
 2050 Population = 2,600
 1% population growth over 30 years

Appendix C

DISTRICT OF UCLUELET**Bylaw No. 1236, 2020**

A bylaw to adopt “District of Ucluelet Official Community Plan 2020”

WHEREAS Section 472 of the *Local Government Act* provides that the Council of a local government may, by bylaw, adopt an Official Community Plan;

AND WHEREAS Council has caused an Official Community Plan to be prepared for all areas of the District in accordance with the provisions of Sections 473 and 474 of the *Local Government Act* and other relevant sections as referenced in the Plan;

AND WHEREAS Council has consulted with the board of education and considered and consulted with other persons, organizations and authorities it considers will be affected, including how many and whether appropriate opportunities for consultation should be early and ongoing, all in accordance with Sections 475 and 476 of the *Local Government Act*;

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

1. The document entitled “District of Ucluelet Official Community Plan 2020” and its associated appendices, maps, schedules, tables and figures, all attached as Schedule 1 to this bylaw and made a part of this bylaw, is hereby designated as the Official Community Plan for the entirety of the area within the District of Ucluelet, as depicted on Schedule A of the Official Community Plan.
2. The “District of Ucluelet Official Community Plan Bylaw No. 1140, 2011”, and all its schedules and amendments are repealed.
3. This bylaw may be cited for all purposes as the “District of Ucluelet Official Community Plan Bylaw No. 1236, 2020”.

READ A FIRST TIME this 18th day of September, 2018.

Considered in conjunction with the District of Ucluelet Financial Plan and the Waste Management Plan under Section 477 of the *Local Government Act*, this 23rd day of February, 2021.

READ A SECOND TIME this 23rd day of February, 2021.

PUBLIC HEARING HELD this 13th day of May, 2021

SECOND READING RESCINDED this day of , 2021.

AMENDED this day of , 2021.

READ A SECOND TIME AS AMENDED this day of , 2021.

PUBLIC HEARING HELD this day of , 2022

READ A THIRD TIME this ____ day of _____, 2022.

ADOPTED this ____ day of _____, 2022.

CERTIFIED CORRECT; "District of Ucluelet Official Community Plan Bylaw No. 1236, 2020".

Mayco Noël
Mayor

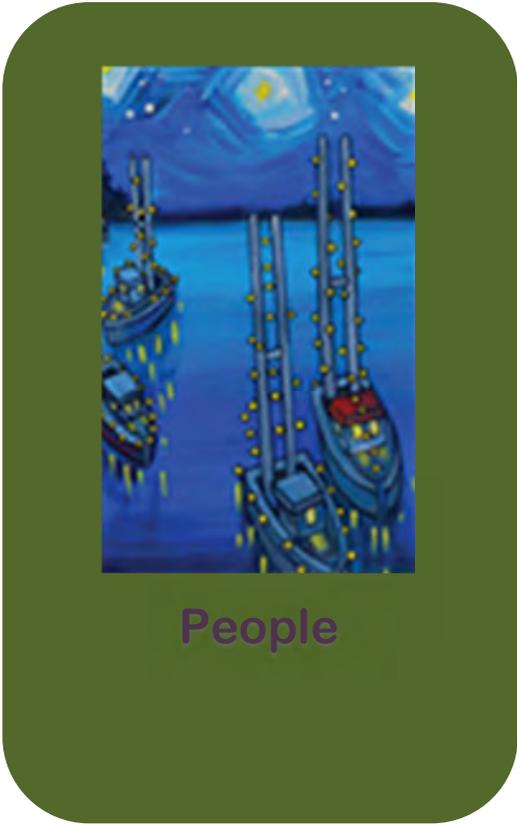
Joseph Rotenberg
Corporate Officer

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

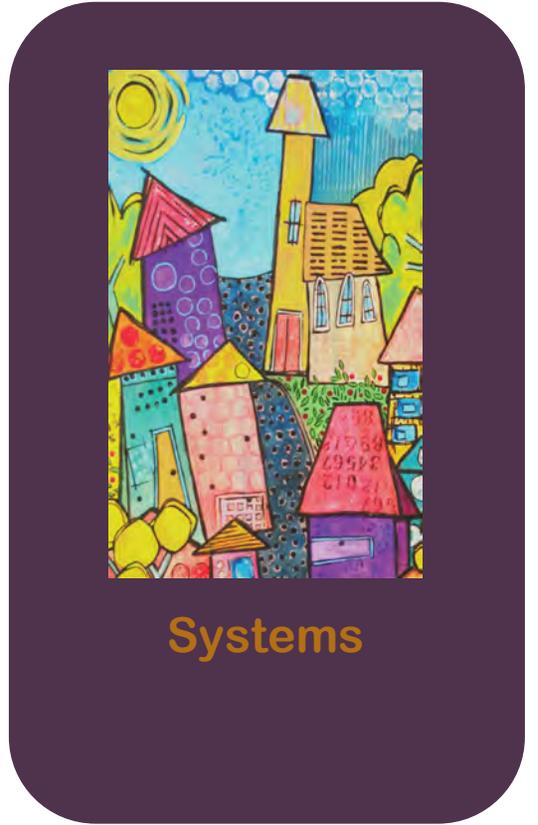
Joseph Rotenberg
Corporate Officer



Place



People



Systems

**Official
Community
Plan 2020**

This plan would not exist without the hard work and input generously provided by the following:

- Shawn Warner at CGIS for mapping;
- Nicky Ling at Ukee Infotech for proofing and editing;
- Dr. Pam Shaw and the students of the Masters of Community Planning program and Mount Arrowsmith Biosphere Region Research Institute at Vancouver Island University for assistance with community engagement;
- the staff from all departments of the District;

...and most importantly, all the community members who shared their ideas, concerns, vision and passion for the community of Ucluelet.

Thank you! ̣eekoo!

Cover artwork by Katsumi Kimoto and Marla Thirsk

Title: District of Ucluelet Official Community Plan
Prepared By: Department of Community Planning, District of Ucluelet
Status: Draft 7.3
Contact: Planning Department
District of Ucluelet
200 Main Street, Ucluelet BC V0R 3A0
☎ 250-726-7744

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The District of Ucluelet acknowledges that we are located on the traditional territory (ḥaaḥuuli) of the Yuuḷuḡiḡath (Ucluelet First Nation). We are neighbouring communities who share interests in the Ucluth Peninsula and surrounding area. Our long-standing relationship is built upon mutual respect and many individual, personal ties.

The District aims to broaden and strengthen this relationship to better the lives of all community members. Discussion of the municipality's relationship with indigenous people and communities follows in Part One of this plan.

Part One: Introduction

What is an Official Community Plan & Why Plan

An Official Community Plan, or “OCP”, is a statement of objectives and policies adopted by a local government to guide decisions on land use planning, land use management and municipal operations within the area covered by the plan. The OCP sets out a road map for the community, to let everyone know where we’re headed in the long term. The scope of this OCP looks 30 years down the road. It is a living document and should be changed from time to time as the community evolves, as new issues come up or as new opportunities arise. The OCP is adopted by bylaw, by the elected Council of the District of Ucluelet; once the OCP is adopted any subsequent bylaws enacted or works undertaken by Council must be consistent with the plan.

For details on the legislative context, community profile, public consultation and process which went into developing this OCP, please refer to the appendices in Part 7.

Following this introductory foundation chapter, the bulk of the plan is organised under three broad headings of Place, People and Systems – followed by a chapter on Implementation and appendices.

Ucluelet is:

COMMUNITY CHARACTER AND IDENTITY

Ucluelet is a diverse, active and welcoming community which has been shaped over time by the energy of the place and the people drawn here to the natural setting of the rugged outer west coast of Vancouver Island.

Located on the narrow Ucluth Peninsula between Barkley Sound and the exposed Pacific Ocean, Ucluelet’s name (“safe harbour” in the Nuu-chah-nulth language) points to the key position of the town in this spectacular landscape. Poised on the edge of the Pacific, the community draws its energy from the interplay of the contrasting and complementary qualities of the landscape and the people. A short stroll takes you from Big Beach and the surge of the wild Pacific to the Whiskey Dock in the centre of the village and the calm waters of the harbour. Layered through the community are pairs of influences which add to its richness: land / sea; indigenous / settler; ancient / modern; resident / visitor; small town / world class; energizing / restoring; raw / refined – the interplay of these forces makes for a community which is complex, balanced and dynamic.

The people who make up the town of Ucluelet are known for being a friendly, hardworking, resourceful and welcoming group of citizens who are fiercely protective of the land and sea, and the resources which have sustained the community for generations. Ucluelet has been recognised as a town committed to carefully managing its growth to ensure that, as it changes over time, the natural environment is protected, the social fabric of the community is strengthened, and the local economy becomes more diverse and vibrant. This plan builds on the careful work of the past, and has been shaped by input from the engaged and passionate citizens of Ucluelet.

COMMUNITY VISION

Vision

Ucluelet's built and natural environment reflects, above all, the value we place on the outstanding beauty and diverse natural habitat of this place, which support the well-being of all members of the community. Ucluelet residents and visitors enjoy a high quality of life built upon a sustainable, diverse and vibrant local economy.

Guiding Principles

The policy directions contained within the OCP aim to realise this vision of Ucluelet as a vibrant, natural and active community. The following guiding principles reflect components of the vision and will be used to guide decision making.

1. Protect natural areas and ecological function
2. Maintain and enhance Ucluelet's unique character and preserve its heritage
3. Foster a welcoming and complete community
4. Build a diverse and dynamic local economy
5. Create a compact and vibrant Village Square
6. Develop and maintain top quality parks, trails, recreation and community services for residents and visitors
7. Broaden the spectrum of housing options to improve the availability of appropriate, affordable housing for all
8. Increase transportation choice and reduce automobile trips
9. Manage growth in balance with jobs, infrastructure investments, and the provision of services
10. Embrace the challenge of addressing the causes and impacts of climate change

The Visitor Experience

The tourism sector is a strong and growing part of its economy yet Ucluelet remains a working town first, and a resort second.

Importantly this is one of the town's strengths as a visitor destination. Ucluelet is the kind of town where not only does your yoga instructor live next door to a forklift operator, but there's a good chance that she *is* a forklift operator.

Interactions with the creative and colourful locals are an essential part of how our community leaves an impression on the visitor. By continuing to strengthen and grow as a diverse working town, by fostering small businesses and local innovators, and by improving the town facilities, programs and infrastructure to benefit all community members, we will also expand and improve the visitor experience.

Remaining genuinely Ukee in the face of growth and change will be key to maximising the quality of life for both residents and visitors.

CONTEXT

Region and Neighbours

The District of Ucluelet is located on the Ucluth Peninsula, at the entrance to Barkley Sound on the west coast of Vancouver Island. The town is situated just south of the Long Beach unit of the Pacific Rim National Park Reserve. The municipality is located within the Alberni Clayoquot Regional District (ACRD); other nearby west coast communities are the town of Tofino at the northern end of Long Beach, and the unincorporated community of Bamfield on the opposite side of Barkley Sound.

Ucluelet is situated in the traditional territory of the Yuułuᑭiᑭᑭᑭᑭᑭ (Ucluelet First Nation), whose community is based immediately across the harbour at Hitacu. The Yuułuᑭiᑭᑭᑭᑭᑭ are one of the five Maa-Nuulth Treaty First Nations along with the nearby 'tuk^waaᑭᑭᑭᑭᑭ (Toquaht Nation). The administrative office of the Toquaht Nation is located on Peninsula Road in the town of Ucluelet. The Toquaht Nation and the District of Ucluelet are partners in the Barkley Community Forest.

The economies of the Yuułuᑭiᑭᑭᑭᑭᑭ First Nation, the Toquaht Nation and the District of Ucluelet are inexorably linked and all share a close tie to the area forests, fisheries and visitor economy. Citizens of all three communities regularly intermingle in town where many live, work, go to school, shop and access services.

Nearby residents of the Millstream and Port Albion unincorporated areas of the ACRD Area C are also an integral part of the fabric of the Ucluelet community.

The District provides drinking water to the Yuułuᑭiᑭᑭᑭᑭᑭ First Nation at Hitacu, and back-up water supply and fire protection to Millstream. Ucluelet and its neighbours benefit from a history of mutual respect and assistance.



YFN: Relationship and Reconciliation

“The Yuułuᑲiᑲaᑲ First Nation asserts that we have occupied, benefited from and governed our traditional territory, lands, waters and resources since time immemorial.

The traditional territory of the Yuułuᑲiᑲaᑲ First Nation has in the past provided the resources necessary to sustain the Yuułuᑲiᑲaᑲ First Nation and we honour its connection to the lands, waters and resources of its traditional territory which provide for our physical and spiritual needs.

Through our inherent right to self-government, the Yuułuᑲiᑲaᑲ First Nation has preserved and protected our traditional territory and we accept the obligations and responsibilities inherent in governing Yuułuᑲiᑲaᑲ lands and pledge to protect Yuułuᑲiᑲaᑲ lands for future generations of our citizens.

We promote a healthy and prosperous future that ensures the continued existence of the Yuułuᑲiᑲaᑲ First Nation as a strong political, social and cultural community that aspires to grow as an organized, determined, successful and self-reliant people.

The Yuułuᑲiᑲaᑲ First Nation values the need to respect, protect and promote our heritage, culture and traditions which form the basis of our success and destiny while understanding that these practices may change and require contemporary expression.

It is the desire of the Yuułuᑲiᑲaᑲ First Nation that our Yuułuᑲiᑲaᑲ lands continue to provide the resources necessary to sustain us, preserve our traditional ways and culture, encourage self-sufficiency and security through economic development and growth and to provide a home for the Yuułuᑲiᑲaᑲ people forever.

It is also the desire of the Yuułuᑲiᑲaᑲ First Nation that economic development and growth on our Yuułuᑲiᑲaᑲ lands will be conducted in a way that is transparent and accountable and that will foster a safer, stronger, healthier, more financially secure and more sustainable community. To this end, the Yuułuᑲiᑲaᑲ First Nation encourages our citizens to participate in the planning process for development and growth in order to create the type of community we want to live in and be a part of and that meets our needs.

Economic development and growth on Yuułuᑲiᑲaᑲ lands will be carried out in a way that ensures our economic development and growth is socially, economically and environmentally sustainable.”

(Source: YFN Planning & Land Use Management Act 2011)

The District of Ucluelet and the Yuułu?itʔath Government have adopted a protocol agreement, most recently updated in 2014, as a framework within which to advance our working relationship. The vision put forward in the protocol agreement is as follows:

Protocol Context

Our community vision is:

- A healthy community where the citizens of our population are united and share a sense of civic pride.
- A year round, diversified and healthy economy that yields growth which doesn't compromise the environment or what makes our communities unique.

Our collaborative organizational vision is:

- Effective governments, working towards common issues, as partners.

Shared Values

Our common values will serve as a foundation for our conduct and decision-making, and will guide us when prioritizing our interests, and determining the methods used to advance those interests. These values include:

Relationships

- trust
- integrity
- authentic communication
- cooperation
- transparency
- respect
- honesty

- mutual benefit
- patience
- fairness

Culture

- appreciation and celebration of different cultures
- traditions
- history

Social

- sense of community
- family
- reciprocity and giving back
- life long learning

Environment

- sustainability
- do no harm
- interconnectedness
- renewable energy

Objective 1A To recognise the interests and heritage of local indigenous people and communities.

Objective 1B To build and strengthen the relationship between the municipality and indigenous communities with a spirit of neighbourliness and mutual support, in this time of reconciliation.

The United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) was adopted by the UN General Assembly in 2007. In 2015 the Truth and Reconciliation Commission listed as the first principle for reconciliation that the UNDRIP, “is the framework for reconciliation at all levels and across all sectors of Canadian Society.” The UNDRIP was officially adopted by the Government of Canada in 2016. In November of 2019 the Government of British Columbia passed the *Declaration on the Rights of Indigenous Peoples Act*; BC is the first Canadian province to start bringing its legislation in alignment with the UNDRIP.

Note that the District of Ucluelet is not a “State” and does not carry the legal weight of “the Crown”; the responsibilities of the Crown can not be delegated downward to local government by the Province. At the same time, as noted in the Truth and Reconciliation Commission *Calls to Action*, all levels of government - including local municipalities - have a role to play in healing relationships, building community and addressing the ongoing legacies of colonialism to create a more equitable and inclusive society.

Policy 1.1 The District of Ucluelet adopts the *United Nations Declaration on the Rights of Indigenous Peoples* as the framework for reconciliation (see Appendices).

Policy 1.2 Make every effort to build on the history of respect and mutual assistance which characterises the relationship between the municipality and the Yuułuᑭifᑦath̓ and ‘tukʷaaᑭath Nations.

Policy 1.3 Endeavour to ensure that municipal facilities, functions and programs are welcoming and accessible to Indigenous members of the community.

Policy 1.4 Seek opportunities for mutual benefit when exploring topics of housing, economic development, transportation, utilities, tourism, emergency services and other matters which affect the wellbeing of our communities.

Policy 1.5 Use the protocol agreement between the District of Ucluelet and Yuułuᑭifᑦath̓ Government as an avenue for dialogue and action on matters of mutual interest, where we come to the table as equal parties.

What is a ‘policy’?

Policy statements say what the District means to do. The policies in this plan should be read as if preceded by the words “The District of Ucluelet will...”

Policy 1.6 Explore the potential benefit of establishing a protocol agreement with the Toquaht Nation.

Policy 1.7 Provide education to municipal employees on the history of Indigenous peoples, including the history of residential schools, the *United Nations Declaration on the Rights of Indigenous Peoples*, Treaties (including the *Maa-nulth Treaty*) and Aboriginal Rights, Indigenous law, and Aboriginal-Crown relations. This will include skills-based training in intercultural competency, conflict resolution, human rights and anti-racism.

The District acknowledges that the Yuułuʔiłʔatḥ have a relationship with the lands of their traditional territory which now fall within the District of Ucluelet, and that this connection extends back in time over thousands of years. The District respects that the relationship the Yuułuʔiłʔatḥ have to the land and surrounding sea goes deeper than the typical land use issues encountered by a municipality.

Policy 1.8 Endeavour to understand and consider Indigenous perspectives when making decisions on land-use issues.

Policy 1.9 Develop, in partnership with the Yuułuʔiłʔatḥ Government, a protocol for referral and input on proposed developments and/or operations which might impact Yuułuʔiłʔatḥ lands, resources and/or culture.

Policy 1.10 Develop, in partnership with the Yuułuʔiłʔatḥ Government, a stewardship protocol for lands within the municipal parks network to achieve a respectful balance between ecological conservation and opportunities for indigenous cultural activities including harvest.

This chapter is considered a work in progress, and the District welcomes input and ideas for improving communication and our understanding of the ongoing history between the municipality and indigenous communities.

Point in Time & History; View to 2050

This OCP takes a 30-year view, looking ahead to how the community of Ucluelet will evolve to the year 2050 and beyond.

Written in 2020, this plan is a complete policy document to guide the community at this point in time, but also acknowledges specific areas where further work is necessary in the short term to adjust or more clearly define the community direction and priorities.

The following work, some of which is already underway (or budgeted and scheduled), will allow the District to update this plan in the near future to provide a true long-term vision:

- continued conversations with local indigenous communities
- priority housing actions including a community housing needs assessment
- completion of the long-term land use demand study, currently underway
- review and refinement of environmental development permit areas
- storm surge and tsunami modeling and refinement of flood construction levels, currently underway
- completion of the sewer master plan
- completion of an integrated stormwater management plan
- implementation of the Community Climate Change Adaptation Plan

An OCP attempts to take the long view, projecting a vision for how the community might evolve over the next decades. Written in 2020, in the midst of the COVID-19 pandemic, the long-range view is even less clear than it might have been – unprecedented and unforeseen change has challenged local priorities and upended global economies.

Some things have become clearer:

- The importance of community.
- The resiliency and adaptability of local businesses and workers.
- The fragility of supply chains and the benefit of diverse local economies.
- The restorative value of fresh air, open spaces and wild places.
- Ucluelet is a desirable place to live, visit, work and play – and will only become more so as time goes on. The pressures which come with increased visitation and migration can be balanced if Ucluelet maintains a clear view of those things that define, support and benefit the community.

Part Two: Place

Natural Environment

Ucluelet is characterised by the beauty of its landscapes and unique natural features including rocky beaches, old growth forests and a rich diversity of wildlife. This magnificent setting positioned on the edge of the Pacific Ocean greatly enhances the quality of life in Ucluelet by providing recreation areas, beautiful scenery and a healthy habitat for fish, wildlife and humans.

ECOLOGY

Ucluelet is home to rich plant and animal habitat due to the peninsula's interface between the terrestrial and marine environments. The ecosystems here are a complex and fragile array of diverse flora and fauna which depend on the health and resources of the ocean and temperate rainforest.

Terrestrial ecosystems provide a home to many large mammals such as bears, cougars and wolves. Bald eagles can be seen regularly soaring the air currents in skies above town.

The marine ecosystem surrounding the peninsula includes salmon, sea lions, otters, migratory and resident grey, humpback and orca whales, seabirds, and an additional 240 species of birds.

The backshore, intertidal zones and network of streams support an incredible diversity of life, providing habitat and spawning conditions which support both terrestrial and marine food chains.

The rich forests include coniferous species of Sitka Spruce, Balsam, Cedar, Western Hemlock, Douglas Fir and deciduous trees including Red Alder. Forest health and age is a critical component of the natural life and biodiversity of the area.

The moderate climatic conditions provide significant moisture, sufficient sunlight and mild winters resulting in abundant vegetative growth year-round.



WILDLIFE

Ucluelet and the surrounding region share the natural environment with an array of wildlife, including bears, cougars and wolves. The frequency of human contact with these large mammals increases as new lands are developed. As human development spreads out and encroaches upon wildlife habitat, the wildlife and human interaction increases.

As the foraging areas, migration paths and game trails for wildlife are overlain with human development and contact increases, normally submissive species such as bears, cougars and wolves can begin to become habituated to human activities. They may become accustomed to odours and noises and less afraid of cars, bicyclists and runners.

Game trails and migration pathways in the area that have existed for hundreds or even thousands of years are encroached upon by development causing animals to learn, evolve and cope with human activity. Within town limits bears are particularly drawn to berry patches and trash which is not bear-proofed.

Development in Ucluelet's future raises the potential for increased wildlife and human contact. Ucluelet promotes prevention measures to reduce wildlife impacts through a wildlife smart program.

Prevention methods include keeping garbage inside until the day of pick up, bear proof dumpsters, properly functioning compost and networks of communication between friends and neighbours about sightings. Prevention is a win-win situation because both people and wildlife benefit. It will be beneficial to the District of Ucluelet to continue working with the National Park Reserve on wildlife programs.

The District participated in a 'Human-Bear Conflict Management Plan' in 2005/2006. The priority actions identified in this plan are to bear-proof garbage and food attractants, and to identify and set aside habitat and corridors for wildlife as lands are developed within the District.

ENVIRONMENTAL PROTECTION

The District of Ucluelet is committed to the responsible stewardship of its natural resources and preservation of the local environment for future generations.

Respect for the natural environment is a key feature of Ucluelet's Official Community Plan vision. It provides the guiding framework upon which the following policies have been developed to further enhance and protect Ucluelet's diverse natural habitat.

Objective 2A To develop carefully and use land wisely to ensure that the most sensitive and valuable environmental features are protected, and ecological functions are not irreparably disturbed.

Objective 2B To manage municipal infrastructure and operations in ways that responsibly minimise impacts on the natural environment.

Objective 2C To encourage conservation of District and Regional resources.

Objective 2D To work with and support other agencies and groups who share the community's goal of protecting our environment.

New Development Permit Areas for the protection of the environment have been established by this OCP (see Schedule E and Section 6).

Policy 2.1 Use the regulatory tools available to local governments to ensure new development responds to the community's goal of maintaining a healthy, diverse natural environment.

Policy 2.2 Maintain significant areas of natural green space and forest cover. Large scale clearing to accommodate development is not supported.

Policy 2.3 Convene a community mapping workshop to capture local knowledge of locations and routes which are particularly important for local wildlife.

Policy 2.4 Identify natural corridors for public and wildlife use or as natural landscapes.

Policy 2.5 Foster and support local environmental stewardship and heritage protection groups.

Policy 2.6 Collaborate with non-profits, provincial and federal agencies on research, education and enforcement efforts aimed at protecting the environment.

Policy 2.7 Support efforts to establish an Indigenous-led landscape-scale West Coast Stewardship Corridor extending from the Southern to Northern regions of Vancouver Island.

Policy 2.8 Promote solid waste management practices - such as WildSafe BC bin closure protocols - to discourage attraction of wildlife.

Policy 2.9 Explore bylaw amendments and education for options to allow backyard husbandry of poultry while avoiding attracting wildlife by using appropriate electric fencing.

Policy 2.10 Explore, with public input, the merits of defining and initiating a system of municipal permitting prior to removal of the most significant, mature trees in the community.

Policy 2.11 Given that all land in the community is proximate to watercourses and the ocean, and given the significant rainfall experienced in Ucluelet, discourage the cosmetic use of pesticides anywhere in the District.

Policy 2.12 Lobby the provincial government to institute a province-wide system of regulating the cosmetic use and sale of pesticides.



CLIMATE ACTION

Mitigating greenhouse gas emissions and adapting to the impacts of climate change is viewed as one of the greatest challenges of our time. At the same time as communities throughout the world are struggling to prepare for a future without abundant, low-cost fossil fuels, the Greenhouse Gases (GHG) created by the world's current dependence on fossil fuels are creating devastating impacts on global ecosystems that are expected to last for many generations.

For our community the potential for sea-level rise, impacts to our water system increasing intensity of storm events, and impacts to fish stocks have a direct influence on our residents and businesses.

To address this challenge, provincial legislation requires that an Official Community Plan include targets for the reduction of greenhouse gas emissions and transition to renewable energy, and policies and actions the local government has proposed with respect to achieving those targets.

In establishing these targets, policies, and actions, it is important to understand the role and ability of local government to effect GHG reductions.

In 2018, Council committed to the Federation of Canadian Municipalities (FCM) Partners for Climate Protection (PCP) milestones program. The municipality achieved Milestone 2 for District emissions and Milestone 4 for community emissions in 2019 and is committed to achieving Milestone 5 for both categories by 2022.

The District will support emissions reductions through policies and programs in the following areas:

- Land Use and Development
- Transportation
- Renewable Energy
- Solid Waste and Waste Management
- Awareness, Education, and Outreach
- buildings
- public infrastructure and facilities
- community energy systems

Our Goals:

- Ucluelet residents are resilient to climate change and energy scarcity and costs.
- Transportation options reduce greenhouse gas emissions, fossil fuel dependence and the creation of air contaminants.
- New and existing buildings are energy efficient and use 100% renewable energy.
- The waste stream to the regional landfill is reduced to a minimum, with recovery, re-use, recycling and composting of resources undertaken as standard practice.
- Ucluelet relies on clean, renewable, and efficient energy sources.

The following are goals (objectives) identified in the recently adopted Ucluelet mitigation and adaptation plans.

Transportation

Objective 2E – Ucluelet attracts businesses so residents can access key services close to home.

Objective 2F – Ucluelet residents can safely move around town by foot, bike, scooter, or other low-carbon transportation modes.

Objective 2G – Ucluelet is connected to the region by reliable transit and an extended EV charging network.

Objective 2H – Ucluelet residents and visitors can charge electric vehicles at home, work, and popular destinations.

Buildings

Objective 2I – Ucluelet is connected to the region by reliable transit and an extended EV charging network.

Objective 2J – Existing residential and commercial buildings become energy efficient, comfortable, durable, and cheaper to operate through whole-building energy retrofits.

Objective 2K – Ucluelet transitions away from heating oil by 2030 in favour of renewable sources of heat such as heat pumps.

Waste

Objective 2L – Organic waste is diverted from the landfill due to a curbside collection program and on-site composting

Objective 2M – Single-use plastics are eliminated in favour of reusable and biodegradable alternatives.

Leadership

Objective 2N – The District integrates climate action into all municipal processes.

Objective 2O – The District leads by example by ensuring all buildings are energy efficient, by transitioning to a low-carbon fleet, and establishing zero-waste policies for operations and events.

Objective 2P - The District meets the community's 80% GHG reduction and 100% renewable energy targets for its municipal operations.

Adaptation

Objective 2Q – Strengthen infrastructure resilience and reduce risk to buildings and property.

Objective 2R – Enhance resilience of ecosystems and protect natural areas.

Objective 2S – Improve public safety and preparedness to climate-related events.

Greenhouse Gas Targets

Policy 2.13 The District will align its community targets with those established by the Province of BC in 2018. Using a 2007 baseline, those targets are:

40% GHG reduction by 2030

60% GHG reduction by 2040

80% GHG reduction with 100% renewable energy by 2050

Policies to positively influence the community's energy use and GHG emissions are found throughout the OCP, where the plan covers areas of land use, transportation, infrastructure and operations.

Part 6 of this plan also discusses GHG reductions and climate change adaptation policy in detail.

GHG Policies - Land Use and Development

Policy 2.14 Support the walkability and bike-ability of the community.

Policy 2.15 Require development planning for new areas to include infrastructure to support electric vehicle charging in residential, commercial and public places.

Policy 2.16 Support infill development near the Village Square to create a complete and compact core that is walkable, vibrant and attractive as a place to live, work and play without the need for a car.

Policy 2.17 Focus municipal and other government facilities within this compact core.

Policy 2.18 Support re-development to enhance Peninsula Road as the District's primary corridor, to promote the introduction of

local transit service (and higher transit frequencies than is possible with lower density development), including a potential transit connection between Tofino and Ucluelet, as well as Port Alberni.



GHG Policies - Transportation

Policy 2.19 Encourage pedestrian and bicycle facilities as part of all new development projects.

Policy 2.20 Expand infrastructure to support vehicle and cycling electrification in public places, businesses and residences.

Policy 2.21 Encourage and support regional organizations to convert their fleets to Zero Emission Vehicles.

Policy 2.22 Convert all light-duty vehicles to zero-emission vehicles in municipal operations including the integration of e-bikes where possible.

Policy 2.23 Expand the Wild Pacific Trail network as opportunities arise.

Policy 2.24 Work with other local communities to establish more frequent regional transit connections, including to Tofino, First Nations communities, the Tofino airport, and Port Alberni.

Policy 2.25 Encourage BC Transit to create local transit routes to serve most destinations within the community with a high level of service, and focus development along this transit corridor.

Policy 2.26 Work towards a future multi-modal transportation centre near the Village Square area to better link the District with air, water, and transit service providers with local transit, taxi, walking, and cycling facilities.

Policy 2.27 Provide weather protection at stops for future local and regional transit buses.

Policy 2.28 Support car-sharing and carpooling within the community, such as the creation of priority parking stalls for pool vehicles and/or facilitating a community carpooling database.

Policy 2.29 Support bike-sharing within the community, such as locating bike share racks within the Village Square area and at resort locations.

Policy 2.30 Encourage adequate, secure bicycle parking facilities at major destinations within the District.

Policy 2.31 Pursue opportunities to create bike lanes and multi-use paths within existing road allowances.

GHG Policies - Buildings

Policy 2.32 Require high-efficiency buildings in new developments and major renovations of existing buildings, with an aim to implement the provincial Step Code to raise the bar on energy efficiency.

Policy 2.33 Promote multi-unit, mixed-use buildings with shared walls that reduce energy losses.

Policy 2.34 Establish and undertake the work, as necessary, to refine Flood Construction Levels to ensure new development and infrastructure avoids the impact of rising sea levels.

Policy 2.35 Support the transition from heating oil to lower-carbon building heating systems.

GHG Policies - Public Infrastructure and Facilities

Policy 2.36 Review municipal infrastructure and assets for vulnerability to rising sea levels and increased storm events.

Policy 2.37 Establish policies that focus light energy only onto areas where illumination is required and restrict the spillover of light to the night sky and intrusion into adjacent properties.

Policy 2.38 Implement external lighting technologies that reduce energy consumption including a shift to LED lighting for all District and BC Hydro streetlighting

Policy 2.39 Where feasible, strive to design new public facilities with leading edge energy technologies that demonstrate leadership and provide local examples that can be applied to private sector buildings and facilities.



GHG Policies - Renewable Energy

Policy 2.40 Support the development of 100% renewable energy systems including a variety of energy sources, including biomass, solar voltaic, solar hot water, geothermal and sewer and wastewater heat recovery sources.

Policy 2.41 Maximise energy efficiency through district energy and heat recovery from industrial or commercial sources.

Policy 2.42 Explore the feasibility of renewable District Energy systems including potential pilot projects demonstrating technologies such as geothermal, tidal and wave energy.

GHG Policies - Solid Waste and Waste Management

Policy 2.43 To reduce energy and emissions associated with waste management, the District will consider enhancing programs to reduce waste, recycle and reuse waste where possible aiming for a goal of zero waste.

Policy 2.44 Work with the regional district to explore opportunities to promote individual or collective composting systems to reduce methane emissions from organic waste.

Policy 2.45 – Implement a single-use plastics bylaw in favour of reusable and biodegradable alternatives.

GHG Policies - Awareness, Education and Outreach

Policy 2.46 Distribute information on measures and incentives that individuals and businesses can take to reduce GHGs on the District’s web site and public mailings, tax notices, etc.

Policy 2.47 Regularly communicate information on the issue of climate change and GHG reduction measures at public facilities, meetings and through electronic sources.

Policy 2.48 Support the sustainability goals of Tourism Ucluelet including their adopted 2020 strategy statement: *“By 2023 Tourism Ucluelet will lead Ucluelet’s vibrant and sustainable tourism industry through industry collaboration, responsible and authentic promotion, visitor and community education, support for community priorities and accountability in our operations.”*

Climate Adaptation - Policies

Policy 2.49 Address vulnerabilities to electrical distribution infrastructure.

Policy 2.50 Conduct flood risk mapping for sea level rise and use results to communicate and manage risks.

Policy 2.51 Assess vulnerabilities of the Highway 4 transportation link.

Policy 2.52 Study current water systems and explore resiliency measures to make the existing water system more resilient.

Policy 2.53 Create an Invasive Species Action Plan.

Policy 2.54 Support local activities to maintain wild fish stocks and habitat.

Policy 2.55 Develop a Biodiversity Network Plan to ensure priority ecosystems are protected in municipal land-use planning bylaws.

Policy 2.56 Through the Integrated Stormwater Management Plan, create bylaws, policies or plans to protect habitats.

Policy 2.57 Complete Emergency Operations Centre (EOC) training and update EOC to continue to be prepared for extreme events.

Policy 2.58 Participate in a region-wide climate change dialogue and planning process with municipalities, First Nations, Parks Canada and BC Parks to expand and integrate the Ucluelet Climate Change Adaptation Plan into future projects.

Actions Plans – Mitigation and Adaptation Plans

Policy 2.59 Implement the *Clean Energy for the Safe Harbour District of Ucluelet 100% Renewable Energy Plan (2019)*.

Policy 2.60 Implement the Ucluelet Climate Change Adaptation Plan.

Policy 2.61 Report to Council annually on the progress of mitigation and adaptation efforts in the Annual Report.

Policy 2.62 By 2022, achieve Milestone 5 for Community and Corporate emissions in the Federation of Canadian Municipalities (FCM) Partners for Climate Protection (PCP) milestones program.

Parks, Trails and Open Space

Our Goals:

A connected and legible parks and trails network which supports:

- active, healthy and connected ways of living
- an unparalleled experience of the natural and cultural landscapes of the Ucluth Peninsula
- the further development and diversification of the town's economy

The parks, trails and open spaces within the District of Ucluelet contribute to the unique character and sense of place which defines our community. The parks network includes nature parks, community parks, neighbourhood parks, trails, beach accesses, greenbelts and road edges.

Key parks, trails and open spaces in Ucluelet are identified on Schedule C: Parks and Trails Network.

Objective 2T Recognize, enhance and protect key areas for biodiversity and sensitive marine, terrestrial, and riparian ecosystems within the parks and trails network.

Objective 2U Build on the success of the Wild Pacific Trail and expand the experience of this unique ribbon of the coastal landscape, ultimately connecting beyond the municipal border to Pacific Rim National Park Reserve.

Objective 2V Anticipate growth in the community and tourism sector, and respond by expanding the parks and trails network to meet the needs and demands of residents and visitors.

Objective 2W Provide a diverse, inclusive range of activities and experiences among the parks and trails network, accessed and enjoyed by people of all ages and abilities.

Objective 2X Develop a municipal network of parks, trails and open spaces designed, constructed and maintained to strike a balance between:

- maximum experience for citizens and visitors
- infrastructure affordable to our small-town tax base
- appropriate “Ukee” character which reflects our west coast setting

PARKS

The 2013 Parks and Recreation Master Plan (PRMP) identifies a number of strategies to guide the future of the municipal parks and recreation functions. The following policies incorporate the recommendations of the PRMP:

Policy 2.63 Park land dedication and acquisition is a key strategy in conserving the District’s natural areas and ecosystems.

Policy 2.64 Existing parks and trails are to be maintained and protected for public use and environmental preservation.

Policy 2.65 When acquiring new park land, facilities, or trails include the operational and maintenance costs in long-term financial planning and budgeting.

Policy 2.66 Budget for the continued maintenance and replacement of parks equipment and assets.

Policy 2.67 Review and set standards for signage, access and site furnishings at trailheads, trail connections and beach accesses.

Policy 2.68 Develop an integrated plan for improving and connecting public open spaces and pathways.



Policy 2.69 The priorities for new parks & trails projects are:

- improve sidewalks, pathways and connected public realm areas in the vicinity of the Village Square
- extend the Wild Pacific Trail as shown on Schedule C
- create and extend the Safe Harbour Trail as shown on Schedule C
- create a connected pedestrian route along the Small Craft Harbour connecting to the Village Square
- improve the Coast to Coast Connection between the Village Square and Big Beach
- improve accessible, safe viewing opportunities and re-purpose the Lightkeeper’s House at Amphitrite Point
- improve signage and wayfinding to identify pathways, key locations and public facilities

Future parks & trails projects could include:

- new parks in the former Forest Reserve areas
- improved public access to harbor via end-of-road parks
- hard sports surface / fieldhouse / concession / foodbank / emergency staging area at Tugwell Field
- a new park and perimeter trail on Hyphocus Island
- a Japanese Memorial Garden
- a new park near the terminus of Peninsula Road
- additional active recreation facilities (e.g., frisbee golf course, fitness trail, etc.)
- a community boathouse supporting opportunities for kayak / canoe / row / sail programs
- explore feasibility of alternative energy (geothermal / tidal / wave) outdoor pool and/or hot pool

TRAILS

Visitors and residents alike experience Ucluelet by moving through the landscape of the peninsula on a network of world-class trails. This expanding network is the result of the vision, commitment and hard work of the community. The trails serve as a public amenity and also as an economic driver – bringing visitors to the community and enticing them to return. Continued expansion and improvement of the trail network will be key to achieving the goals of this plan.

Wild Pacific Trail

Objective 2Y A continuous Wild Pacific Trail following the exposed outer shore along the length of the peninsula.

Policy 2.70 As development extends into former Forest Reserve lands, it is the District’s aim to see the Wild Pacific Trail extend along the entire shoreline of the municipality.

Policy 2.71 Explore with property owners, the Alberni Clayoquot Regional District and the Yuułuꞵiꞵath First Nation the opportunity to extend the Wild Pacific Trail northward beyond the municipal boundary to connect with the Pacific Rim National Park Reserve.

Policy 2.72 Trails created in new development areas should be located in a network of dedicated public land (highway or park dedication) of sufficient width to maintain the character and experience of the landscape for both trail users and neighbours. Creating public access through statutory rights-of-way over private land should be seen as a next-best solution to be used only in extenuating circumstances.

Policy 2.72.a Seek opportunities (for example with any future development proposal on adjacent lands) to connect a pedestrian trail from the north end of Little Beach up to the Wild

Pacific Trail where it parallels Marine Drive. The trail should follow natural riparian corridors in this area, where possible.

Safe Harbour Trail

Objective 2Z A continuous Safe Harbour Trail following the shore of the Ucluelet Inlet wherever possible and, where interrupted by existing residential or marine commercial activities, connecting seamlessly with town pathways.

Policy 2.73 Use existing and new rights-of-way to create new sections of trail along the shoreline of Spring Cove, Hyphocus Island, the Inner Boat Basin and Olsen Bay.

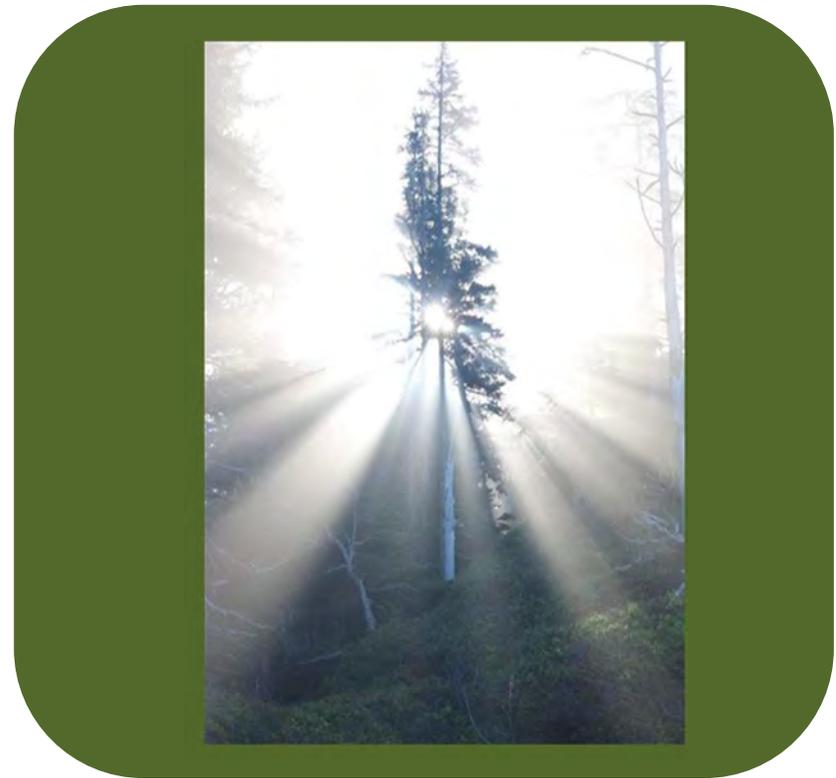
Policy 2.74 As development extends northward along the inlet, create a connected Safe Harbour Trail along the shoreline wherever possible.

Policy 2.75 Make pedestrian pathway connections and improvements a priority in the vicinity of the Village Square and extending outward along Peninsula Road and Matterson Drive. Once sections of sufficiently safe and connected pathways are linked, identify and promote these sections to form a walking tour connecting the Village Square to the Inner Boat Basin, Imperial Lane, Big Beach and other parts of town.

Regional Trails

Objective 2AA A connected network of trails linking Ucluelet with the broader regional landscape.

Policy 2.76 Support the Alberni Clayoquot Regional District area 'C' OCP policy of developing the West Coast Telegraph Trail connecting Ucluelet to Toquart Bay.



Policy 2.77 Support regional efforts to create a seamless Multi-Use Pathway traversing the west coast, and continue to maintain (through updated servicing agreement) the section of pathway between the Ucluelet municipal boundary and the Pacific Rim National Park Reserve.

OPEN SPACE & GREENBELTS

Significant areas of public land are found on the edges of roads (legally termed areas of “highway” dedication). Some are maintained as more manicured boulevards while many are less formal, containing ditches, natural vegetation and sometimes trails. These spaces provide green space and also important habitat and movement corridors for birds, insects and other wildlife.

Policy 2.78 Minimise driveway cuts and pavement within public highways to the areas necessary for safe pedestrian and vehicle movements and parking.

Policy 2.79 Develop a program for planting street trees in the vicinity of the village centre, with Peninsula Road being a priority.

Policy 2.80 Develop a program and budget for gradually upgrading public access to the ocean (physical or visual) wherever possible, including the undeveloped road ends of Matterson Drive, Alder Street and Norah Street.

Transportation and Movement

By land, Provincial highway #4 connects Ucluelet and the Ucluth Peninsula to the eastern side of Vancouver Island. The Tofino-Ucluelet Airport, located approximately 24km to the northeast within the Pacific Rim National Park Reserve, serves people traveling by private and commercial airplanes.

The Francis Barkley provides marine passenger and cargo ferry service from Port Alberni to Ucluelet Harbour. Canada Customs Service provides customs clearance in the harbour for marine visitors.

People travel to and within Ucluelet predominantly by car. Transportation is a key factor of how residents and visitors experience community life and the landscape.

Transportation is a key policy area from a broader community planning perspective, as the greatest component of the District's greenhouse gas emissions with the best potential for GHG reductions.

The 2011 Transportation Plan concludes that additional vehicle capacity is not required on District roads for the foreseeable future, recommending that capital projects be focused on safety upgrades and strategic improvements to pedestrian and cycling infrastructure.

The eventual extension of Marine Drive to create a parallel collector route will be pursued as development occurs on the former Forest Reserve lands.

Ucluelet's long narrow peninsula has contributed to an accessible walking environment as one can walk to most places in the community in approximately 15 minutes. The relatively

short distances between the Village Square, most retail services, the Community Centre and beaches (within one kilometre of most homes) fosters walking and cycling throughout the community.

Given the unique outdoor setting of this area, walking and cycling will continue to be encouraged and supported, and will be a significant component of future transportation improvements within the District.

Recognising that Ucluelet is a small town with limited financial capacity for capital improvements, construction of new sidewalks and extension of the multi-use pathway will be prioritised with a focus on key functional requirements, such as circulation within the Village Square, and access to schools and the Community Centre with their associated recreation, culture and sports activities.

Our Goals:

- People rely less on fossil-fueled private automobiles
- People enjoy more and safer walking and cycling on an expanded network of active transportation pathways and facilities
- Harbour facilities protect the marine environment while providing even better access and support for both commercial and recreational boat traffic

Objective 2BB Develop a transportation network which enables people to move throughout the community safely, conveniently and beautifully.

Objective 2CC Prioritise transportation infrastructure needs and capital spending to maximise value for local residents, businesses and visitors.

Objective 2DD In order to reduce GHG emissions, encourage active and electric forms of transportation as a viable and routine alternative to the private automobile.

Objective 2EE Develop a network of safe bicycle and pedestrian routes throughout the District;

Objective 2FF Integrate transportation and land use management to help sustain a compact and walkable community.

Objective 2GG Create a safe and efficient transportation system for the movement of people and goods within the District.

GENERAL TRANSPORTATION NETWORK

Policy 2.81 Given that road capacities are sufficient for the foreseeable future, shift attention from roads and road capacity to prioritise pedestrians and cycling.

Policy 2.82 Promote mobility opportunities which minimise greenhouse gas emissions.

Policy 2.83 Within the 5-year Financial Plan, prioritise transportation needs while recognising funding constraints and managing expectations.

Policy 2.84 Incorporate low impact design principles and minimise paved cross-sections in an updated Subdivision and Development Servicing Standards bylaw.

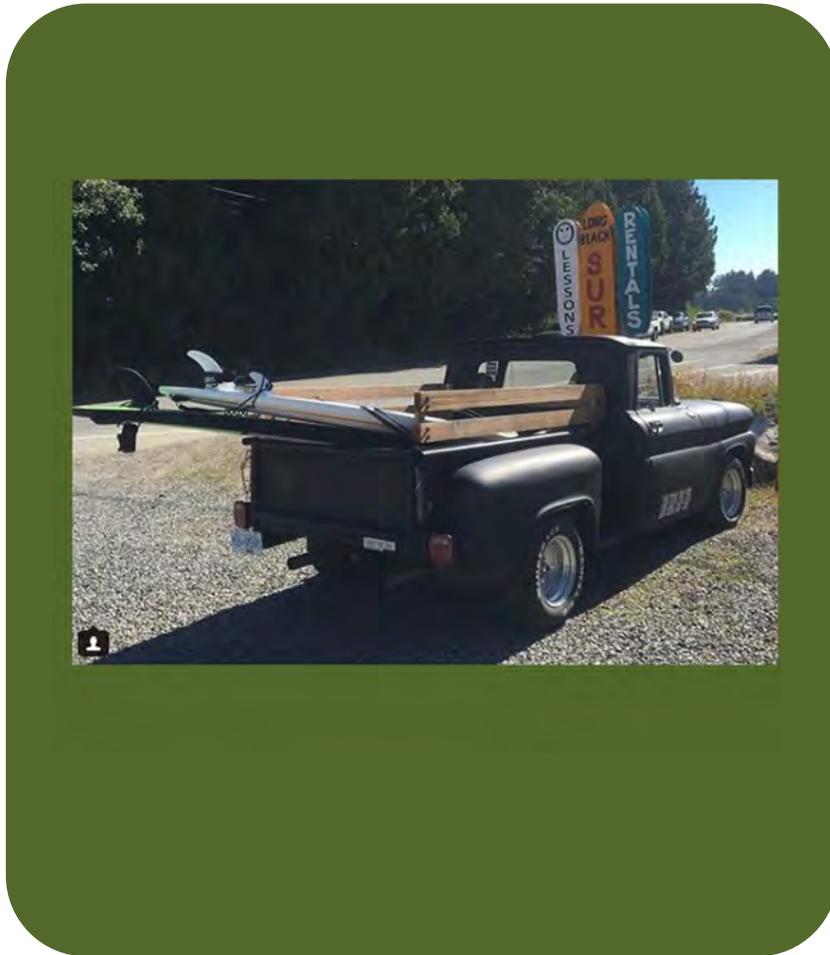
Policy 2.85 When reviewing development applications consider low-impact street standards, which could include narrower travel lanes, parking bays/pull-outs, low design speeds (tighter radii, steeper curves and some sight line restrictions) and heavily landscaped boulevards.

Policy 2.86 Initiate a 30 km/hour speed limit on Peninsula Road and Matterson Drive.

Policy 2.87 Ensure new development improves connections to Peninsula Road and the Pacific Rim Highway as the District's primary corridor, to promote improved local and regional transit service.

Policy 2.88 As the former Forestry Reserve lands develop, extend Marine Drive to the northwest to provide a secondary parallel route along the length of the Peninsula. A connected network and enhanced access for emergency services is a community priority.

Policy 2.89 Acquiring the ability to extend Marine Drive, by dedication of sufficient public highway, is a community priority and may be pursued ahead of the construction or development of adjacent public lands.



NETWORK IMPROVEMENTS - VILLAGE CENTRE

Policy 2.90 Ensure that safe, barrier-free access for all is provided in the design and modification of new streets, sidewalks, and pathways.

Policy 2.91 Partnering with the Ministry of Transportation and Infrastructure where possible, complete a detailed roadway and intersection design for streets in the village core to develop “shovel ready” streetscape segments in preparation for future capital budgeting and grant opportunities.

Policy 2.92 As identified in the Parks and Recreation Master Plan, complete a detailed review and prioritised plan for improvements to the parks, pedestrian walkways and open spaces in the vicinity of the Village Square for consideration in the 5-year financial plan.

Policy 2.93 Include landscaped boulevards, traffic calming measures and continuous pedestrian pathways on Peninsula Road and Main Street.

Policy 2.94 Pursue streetscape improvements on Main Street down to the Government Wharf, i.e. move parked cars away from the existing sidewalk and formalise parking through line painting and signage;

Policy 2.95 Upgrade Peninsula Road in phases in the following sequence:

- Main Street to Bay Street
- Bay Street to Lyche Road
- Lyche Road to Seaplane Base Road
- Seaplane Base Road to Forbes Road
- Main Street to Marine Drive

Policy 2.96 Improve the efficiency, safety and on-street parking opportunities of Peninsula Road in the long term by:

- reducing the number of access points by sharing between adjoining property owners wherever possible
- reducing the width of access points to 6 metres
- removing as many driveway access points to Peninsula Road as practical

Policy 2.97 As development occurs, connect Cedar Road to Lyche Road.

Policy 2.98 Maximise on-street parking through street improvements on Cedar Road, Helen Road and Larch Street.

Policy 2.99 Explore phase 2 improvements to the newly acquired Cedar Road visitor hub to link air, water, and transit services with local transit, taxi, walking, and cycling facilities.



MARINE TRANSPORTATION

Policy 2.100 Support the Harbour Authority in providing improved public access for commercial and recreational use of the Ucluelet Harbour and surrounding marine areas.

Policy 2.101 Encourage the Harbour Authority to continually improve the environmental performance of its operations, and to encourage mariners to respect and protect the marine environment.

Policy 2.102 Improve options for boat trailer parking near the ramp at Seaplane Base Road.

Policy 2.103 Recognise the need for safe and environmentally responsible marine fueling services which support the local economy. Ensure existing marine fuel services are zoned appropriately.

Policy 2.104 Recognise the contribution marine services industries make to the local economy and ensure existing marine service businesses are zoned appropriately.

Policy 2.105 Explore the feasibility of establishing a regular water taxi service between key points on both sides of the Ucluelet Inlet.

Policy 2.106 Explore opportunities to improve public access to the ocean via District-owned lands.

PEOPLE ON FOOT

Our Goals:

The District endorses the following pedestrian charter:

- Ucluelet recognises that walking is a key indicator of a healthy, efficient, socially inclusive and sustainable community
- Ucluelet acknowledges universal rights of people to be able to walk safely and to enjoy high quality public spaces at any time
- Ucluelet strongly supports community design and the provision of adequate infrastructure and facilities that foster safe, convenient, direct and comfortable pedestrian travel
- Ucluelet is committed to reducing physical, social, safety and institutional barriers that limit walking activity

Policy 2.107 Prioritise pedestrian improvements which provide safe routes to the schools and the Ucluelet Community Centre.

Policy 2.108 Update the subdivision and development standards to require construction of appropriate vehicle, pedestrian and bicycle facilities as part of all new development projects.

Policy 2.109 Focus pedestrian and cycling improvements along Peninsula Road, Matterson Drive and Marine Drive, as shown on Schedule B: Transportation Network.

Policy 2.110 Develop a prioritised plan for pedestrian improvements in the Village Square area and links to other parts of the community to maximise the comfort and safety of residents, and so that a safe and legible Walking Tour can be offered to visitors.

PEOPLE ON BICYCLES

Policy 2.111 Work to implement the bicycle route network as shown on Schedule B: Transportation Network

Policy 2.112 Support the development of recreational walkways and/or multi-use trails throughout the municipality, providing links between major park and open space areas. These walkways may be off-road or adjacent to roadways, and generally follow the alignment of the trail system shown on Schedule C.

Policy 2.113 Ensure adequate, secure bicycle parking facilities at major destinations within the District.

Policy 2.114 Support extension of the paved multi-use trail to Tofino, in partnership with the District of Tofino, Parks Canada, the Alberni Clayoquot Regional District, local First Nations and other agencies.

Policy 2.115 Encourage local efforts to expand mountain biking trails, access and mapping in the vicinity of Ucluelet, including lands in the Barkley Community Forest.

PEOPLE ON TRANSIT

Policy 2.116 Identify priority locations for improved bus stop facilities including weather protection.

Policy 2.117 Advocate with BC Transit for service connecting the entire community, spanning the length of the peninsula to the Amphitrite Point lighthouse.

Policy 2.118 Work with other local communities, BC Transit and Tofino Bus Services to establish higher frequency regional transit services including Tofino, the airport, and Port Alberni.

PEOPLE IN AUTOMOBILES

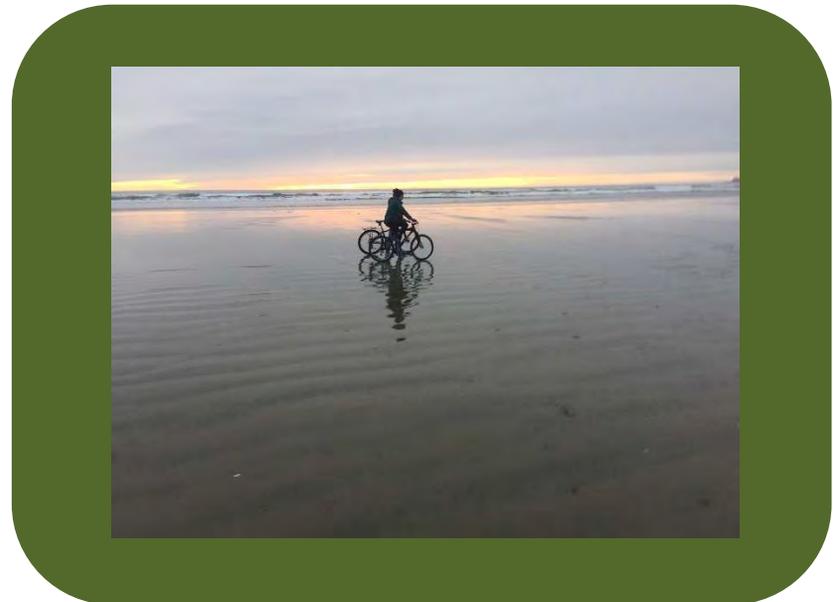
Policy 2.119 Include electric vehicle charging facilities at municipal parking lots, where feasible.

Policy 2.120 Support car-sharing and carpooling within the community, such as the creation of priority parking stalls for pool vehicles and/or facilitating a community carpooling database.

Policy 2.121 Explore overnight visitor parking solutions for people using Ucluelet as a launching point for marine tours.

Policy 2.122 Identify and provide directional signage to appropriate seasonal RV parking locations in the vicinity of the Village Square.

Policy 2.123 Discuss with the School District options for permitting time-limited RV parking at the Elementary and High Schools during the summer months.



PEOPLE MOVING FISH

Policy 2.124 Recognising the value provided by truck delivery and hauling services, aim to ensure safe use of District roads by all road users while enabling appropriate truck access.

Policy 2.125 Explore alternatives to improve truck movements and pedestrian safety in the vicinity of the Village Square.

Policy 2.126 While recognising the need for short-term truck staging on Alder Street to access the active marine industries on Eber Road, work to improve road surface and pedestrian safety in this area.

Policy 2.127 Encourage truck staging and storage on appropriately zoned light industrial lands.



Part Three: People

Community Health, Safety and Wellbeing

Our Goals:

- a thriving community of healthy, active, engaged citizens of all ages
- a resilient and prepared community of neighbours who help one another
- a vibrant cultural scene – inclusive of all cultures and walks of life
- equitable access to a variety of recreation and lifelong learning opportunities

FIRE AND EMERGENCY SERVICES

Fire and Emergency Services supports and maintains a community emergency management system through mitigation, preparedness, response and recovery initiatives for emergencies and disasters.

The Ucluelet Volunteer Fire Brigade has been providing fire protection services for the community for over 70 years. Each year the UVFB responds to an average of 110 callouts for fire, motor vehicle accidents and medical first responder calls.

The Emergency Support Services team is responsible for coordinating efforts to provide shelter, food, clothing, transportation, medical services and reunification services to victims of emergencies and disasters.

Ucluelet and the entire west coast of Vancouver Island are isolated. Road access is via Highway # 4, a difficult road to travel under normal conditions. As a result, the District will consider local responses to emergency situations and not rely on Highway # 4 or Peninsula Road to evacuate the community elsewhere.

A tsunami triggered by a local earthquake could reach Ucluelet within 10 – 15 minutes; therefore emergency personnel will not have sufficient time to warn residents of the impending danger. The District will work to raise awareness of immediate evacuation plans, which should consider evacuation routes to areas of high ground.

The Ucluelet Emergency Network (UEN) utilises a “four pillar” approach of mitigation, preparedness, response and recovery.

The UEN is a multi-jurisdictional committee that consists of representatives from:

- BC Ambulance Service
- Canadian Rangers
- District of Ucluelet
- Emergency Support Services
- Pacific Rim National Park
- Royal Canadian Mounted Police
- Royal Canadian Marine Search and Rescue
- School District 70
- ‘tukwaa?ath (Toquaht Nation)
- Ucluelet Volunteer Fire Brigade
- West Coast Inland Search and Rescue
- Yuułu?if?ath (Ucluelet First Nation)

The areas identified as high ground in Ucluelet are:

- High School and associated fields;
- Tugwell fields;
- Top of Hyphocus island;
- Upper parts of Millstream; and
- High points on Reef Point and Coast Guard Roads.

Objective 3A Support, recognise and celebrate the contributions made by the members of the Ucluelet Volunteer Fire Brigade and other community organizations.

Objective 3B Increase community capacity to respond to emergencies.

Policy 3.1 Complete a community risk assessment and identify current and future needs for emergency services.

Policy 3.2 Analyse future growth potential and infrastructure needs to ensure the community can sustain and afford the necessary emergency and infrastructure services.

Policy 3.3 Provide emergency services facilities, equipment and resources that are adequate and affordable for the size of the local and visitor populations.

Policy 3.4 Identify and prioritise any infrastructure gaps which could affect the ability to respond to emergencies.

Policy 3.5 Explore opportunities for efficiency and funding of a combined new community safety facility (i.e., serving fire, ambulance, police).

Policy 3.6 Work with neighbouring communities to maximise efficiency and capacity for providing appropriate regional

emergency services, by exploring opportunities for shared services and/or servicing agreements.

Policy 3.7 Support the Ucluelet Emergency Network’s efforts to continuously improve community training, awareness and preparedness for emergency events.

Policy 3.8 Support regular practice including evacuation drills utilizing the existing road network and facilities within the community.

Policy 3.9 Improve tsunami evacuation route signage for prone areas, directing people to the closest high ground area.

COMMUNITY SAFETY

The municipal Building Inspection, Bylaw Enforcement and Business Licencing functions ensure that land uses, building construction and activities in the community are conducted in ways which are safe, equitable and respectful of potential impacts on neighbours.

These functions, in coordination with the level of service provided by local Fire and Emergency Services, also affect land values and insurance rates within the community.

Objective 3C Ensure all buildings within the municipality meet the minimum health and safety standards set by the BC Building Code to ensure they are safe for their intended use.

Objective 3D Ensure the use of land and buildings within the municipality complies with provincial and municipal standards, in order to lower risks to the community, protect the environment and ensure the safety of first responders.

Objective 3E Ensure land uses and business activities protect the environment, respect neighbours and foster a positive welcoming impression among residents and visitors.

Policy 3.10 Implement a system of appropriate regular fire inspections tailored to building uses, community capacity and level of risk.

Policy 3.11 Provide a thorough and efficient system of building permitting and inspections.

Policy 3.12 Provide an efficient and equitable system of business licensing, and explore opportunities to promote licensed businesses through a local business registry.

Policy 3.13 Foster increased awareness and local knowledge of building and fire safety codes, standards and bylaws through such means as providing permit checklists, application guides and educational opportunities.

Policy 3.14 Develop a municipal bylaw enforcement policy to clearly communicate expectations and priorities for the monitoring and enforcement of bylaws to ensure community health, safety, wellbeing and positive visitor experience.

Policy 3.15 Regularly review municipal policies and bylaws with an aim to minimise regulation to only that which is necessary to achieve community objectives of maintaining health, safety, wellbeing, protection of the environment and reducing situations of conflict and nuisance.



HEALTH AND WELLBEING

Ucluelet residents are served locally by the Tofino General Hospital and the Ucluelet Medical Clinic.

More comprehensive, extended medical care is available in Port Alberni and Nanaimo. A range of massage, chiropractic, physiotherapy and other health-related services are also available in Ucluelet and Tofino.

Health and fitness classes are provided by local private providers and at the Ucluelet Community Centre – all supporting active lifestyles and community health.

Objective 3F Foster improved local health resources serving all citizens, including vulnerable populations.

Objective 3G Provide inclusive and equitable municipal services and recreation programs.

Objective 3H Pursue the five goals from the “pathways to wellbeing” by the Canada Parks and Recreation Association to foster:

- active living
- inclusion and access
- connecting people and nature
- supportive environments
- recreation capacity

Objective 3I provide the best in recreation, tourism and parks services to positively affect the overall health and well-being of the community.

Objective 3J Provide inclusive opportunities for quality recreational services, community events, conferences,

workshops, and gatherings through outstanding programs, facilities and customer service.

Objective 3K Work to make District programs, services and events more accessible, following the recommendations of the Age-Friendly Action Plan.

Policy 3.16 Support efforts to retain and improve local medical facilities, specialist options and improve transportation options to out-of-town medical services.

Policy 3.17 Support the expansion of convenient and affordable transportation options to access medical and other essential services for people of all ages and abilities.

Policy 3.18 Design and improve public facilities and spaces to be inclusive. Make accessible design a priority for major facilities within the walkable core of town (i.e., between the community centre and the Village Square).

Policy 3.19 Continuously look for opportunities to improve access to community buildings and programs.

Policy 3.20 Look for opportunities to improve access to public washroom facilities in strategic locations.

Policy 3.21 Improve the pedestrian environment with a priority emphasis on sidewalks, crosswalks, seating, lighting and visibility in the vicinity of the Village Square and UCC.

Policy 3.22 Develop and maintain all-ages accessible facilities, trails and/or viewpoints in appropriate key locations within the parks and trails network.

Policy 3.23 Explore avenues to better communicate opportunities for all members of the public to participate in civic events, programs, services and discussions.

RECREATION

The District operates the Ucluelet Community Centre (UCC) as the hub of recreation programs, civic engagement, cultural and special events. This gathering place has been developed with the goal of offering something of value to everyone in the community.

The Ucluelet Parks and Recreation Master Plan and Age Friendly Action Plan guide the continual re-evaluation of District facilities and programs, to provide program excellence and high participation by community members and visitors.

Objective 3L Continually evaluate and adjust to meet the needs of the community through recreation programs, Arts and Culture initiatives and event support.

Objective 3M Continue to invest in and present the District's diverse arts and heritage mosaic.

Objective 3N Continue to evaluate trends in facility use, community needs and resources necessary to serve the interests of a diverse population.

Objective 3O Deliver and support excellent services in partnership with aligned organizations, including the School District, non-profit organizations and the private sector.

Objective 3P Ensure that recreation programs, cultural activities and special events remain relevant and responsive to the needs and interest of Ucluelet area residents.

Policy 3.24 Continue to undertake a comprehensive assessment of recreation and cultural programs and special events.

Policy 3.25 Support and celebrate the strong local spirit of volunteerism by fostering connections to volunteer opportunities, and by celebrating and recognizing volunteer contributions.

Policy 3.26 Review the grant-in-aid policy to provide an appropriate level of support to organizations providing services to the community.

Policy 3.27 Continue to use the UCC as the inclusive focal point for delivering universal programs for people of all ages and abilities.

Policy 3.28 Provide space and support for programs provided by other community agencies including:

- West Coast Community Resources Society
- Ucluelet Children's Daycare Centre
- Vancouver Island Regional Library



FOOD SECURITY

Objective 3Q Residents have access to healthy food and opportunities to grow, harvest and buy local food.

Policy 3.29 Encourage and support opportunities for direct seafood sales at appropriate facilities in the Harbour.

Policy 3.30 Support community gardens on appropriate public lands.

Policy 3.31 Encourage opportunities for food production and gathering on appropriate lands in the Barkley Community Forest.

Policy 3.32 Support appropriate wildlife-smart organic waste composting.

Policy 3.33 Support the implementation of the Coastal Addendum to the Alberni Agriculture Plan.

Policy 3.34 Identify, build and maintain food storage and processing facilities which can serve to provide duplicate capacity in case of community emergencies (e.g., food bank, UCC kitchen, schools, etc.).

Policy 3.35 Explore the feasibility of a combined fieldhouse, emergency muster station and foodbank at Tugwell Field.

Policy 3.36 Explore opportunities for teaching food growing, preparation and preserving within educational and recreation programs, including after-school kids' programs.

HERITAGE AND CULTURE

Heritage and Cultural Conservation

The Ucluth Peninsula has been inhabited for thousands of years by the Yuułuᑭᑦᑭᑦᑭᑦᑭᑦ (Ucluelet First Nation). Many ancient sites and artefacts are scattered throughout the District.

There is a legal and moral obligation to conserve these sites and materials. Archaeological sites are managed under the provincial *Heritage Conservation Act*. This Act provides for the protection and conservation of British Columbia’s archaeological resources. Under the legislation, archaeological sites are protected whether their location is documented or not.

Cultural heritage resources are different than archaeological sites, and are also of significant value. These sites will often lack the physical evidence of human-made artefacts or structures, but will retain cultural significance to one or more living groups of people.

Examples include such things as ritual bathing pools and resource gathering sites. Effective implementation will require a positive working relationship between the Yuułuᑭᑦᑭᑦᑭᑦᑭᑦ and the District.

The Yuułuᑭᑦᑭᑦᑭᑦᑭᑦ Government has provided archaeological and cultural potential mapping which highlights areas considered to be of very high archaeological potential (see Map 3); this includes the marine foreshore and all areas 150m inland around the shore of the Ucluth Peninsula, plus old-growth forest ecosystems.

Known affectionately by locals as “Ukee,” Ucluelet’s rich history is commemorated today in place names, local events and built environments. A number of sites are recognised as having heritage value, including:

- St. Aidan on the Hill church site at Main Street and Peninsula Road
- Plank roads and boardwalks that once connected parts of the community (and recalled in signage installed by the Ucluelet and Area Historical Society along portions of the Wild Pacific Trail)
- Japanese community post-war settlement at Spring Cove and other locations
- Seaplane Base Road and Recreation Hall area
- George Fraser property, gardens and farm south of Peninsula Road
- Imperial Lane and the Whiskey Dock

Ucluelet boasts a vibrant artistic community, being home to many artists and cultural events. In addition to showcasing the area’s culture, history and natural wonders, these events provide important social gatherings for residents and draw large numbers of visitors.

Heritage and culture together form a strong part of Ucluelet’s identity and also generate tourism and other economic development opportunities.

Objective 3R To preserve archaeological, historical and cultural features.

Objective 3S To identify areas of the Ucluth Peninsula with major potential for archaeological and cultural sites.

Objective 3T To celebrate the local culture of the Ucluelet community.

Policy 3.37 Develop, in partnership with the Yuułuʔiłʔatḥ Government, a protocol for referral and input on development proposals within the areas of high archaeological and cultural potential identified on Map 4.

Policy 3.38 Develop, in partnership with the Yuułuʔiłʔatḥ Government, a joint Heritage Alteration Permit and protocol / servicing agreement for archaeological and cultural guidance on municipal works and operations within the areas of high archaeological and cultural potential identified on Map 4.

Policy 3.39 Work with the Yuułuʔiłʔatḥ First Nation, the Heritage Conservation Branch and local historians to identify archaeological and cultural sites, features and place names.

Policy 3.40 Work with local historians and the Heritage Conservation Branch to locate, identify and record all significant heritage and cultural features and sites.

Policy 3.41 Development proposals will be reviewed in relation to existing and possible archaeological sites, and where sites are apparent, the owner will be notified of their responsibility for complying with the requirements of the provincial Heritage Conservation Branch.

Policy 3.42 Support the documentation and build awareness of heritage places (natural or cultural), buildings, artefacts and landscapes in the community.

Policy 3.43 Seek First Nations' input on District heritage and cultural matters and events.

Policy 3.44 Invite input from the Yuułuʔiłʔatḥ on the use of traditional names in areas of significance to the indigenous community, and to find opportunities to highlight the Nuu-chah-nulth language where appropriate.

Policy 3.45 Roughly half of the existing street names in Ucluelet are nouns; invite input from the Yuułuʔiłʔatḥ on Nuu-chah-nulth translations of these names, and explore opportunities for a bilingual street sign program.

Policy 3.46 Work with property owners through the Development Permit process to encourage building and site design that reflects Ucluelet's west coast and fishing village heritage.

Policy 3.47 Facilitate the provision of gathering spaces throughout the community, with particular emphasis on the Village Square and the Community Centre.

Policy 3.48 Support the Ucluelet and Area Historical Society in planning for a future museum and/or venues for historical cultural displays and archives.

Policy 3.49 Support heritage preservation and stewardship of District-owned heritage resources.

Policy 3.50 Encourage the preservation of privately-owned heritage properties and consider incentives for heritage conservation, by means such as zoning bonuses through Heritage Revitalisation Agreement.

Policy 3.51 Identify and connect places of historical significance as part of the future Ucluelet walking tour;

Policy 3.52 Support community cultural events that celebrate and build cultural experiences for residents and visitors and foster further understanding and connection to this place.

Policy 3.53 Surfing is good.



Policy 3.54 Artwork illustrating this document was generously provided by local artists Katsumi Kimoto and Marla Thirsk. To seek illustrations for future updates to this plan, the District will issue a broad call for submissions by local citizens and artists to “draw your community”.

Land Use, Housing and Managed Growth

LAND USE CATEGORIES

To put the guiding principles of this OCP into effect, the long-range land use for all areas of the municipality have been designated as shown on Schedule A, “Long-Range Land Use Plan”. Descriptions of each land use designation are summarised below. Note that current land uses and zoning may differ from the long-range designation for any given property. Over time, as properties redevelop the zoning and use of the land should align with the designated uses noted in this plan.

Also note the District may consider requests to down-zone properties to recognize existing non-conforming land uses (brought about by past blanket rezonings), without triggering an amendment of this OCP even if the existing / interim use does not match the long-range uses anticipated on Schedule A.

Commercial

Village Square Commercial

This designation applies to the village square and includes a broad range of mixed uses.

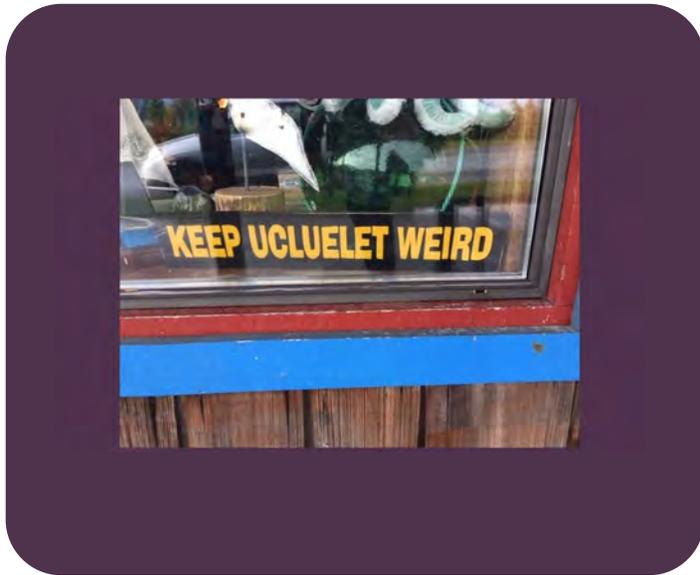
These may include retail uses, offices, restaurants, tourist accommodation, financial, cultural and community services, and

multi-family residential (e.g. apartments and residential units above retail stores).

Compact, high density, mixed-use buildings which respect the existing character of the neighbourhood are encouraged

Service Commercial

This designation generally applies to portions of Peninsula Road between Forbes Road and Bay Street. It includes uses such as motels, restaurants, personal and retail services, service stations and automobile repair.



Tourist Commercial

This designation includes visitor accommodation (e.g. hotels, motels, hostels, guesthouses), marinas and other supporting uses such as kayak and bike rentals.

Long-term residential uses in the vicinity of the centre of town is supported, therefore a mix of residential uses, including

employee housing, may also be included in the zoning of areas designated Tourist Commercial in this location.

Neighbourhood Commercial

This designation applies to individual lots or small commercial nodes providing small-scale commercial services compatible with surrounding land uses and primarily serving lands within convenient walking distance.

Parks and Open Space

This land use designation applies to the District's parks, playgrounds, trail network and green spaces. This includes nature parks, community parks, neighbourhood parks, trails and greenbelts. Lands with this designation may also include a variety of public institutional uses such as the Coast Guard facilities at Amphitrite Point, water towers, the Ucluelet Community Centre, etc., which are compatible with the surrounding public park context.

Note that the Schedule 'A Longe-Range Land Use Plan may indicate Parks and Open Space designation across areas of private land; these generally indicate areas with high habitat values, flood potential and/or potential for pathway connections. This may indicate where there are existing rights-of-way, or where desired open space areas should be considered and could be determined in detail at the time of future development approvals.

Single-Family Residential

This designation includes detached single-family homes and duplexes. Single-family properties may include secondary suites, accessory dwelling units, home occupations and guest accommodation.

Some small-scale multi-family land uses exist within single-family neighbourhoods. Further small-scale development of multi-family uses - which demonstrate how they fit within the neighbourhood context specific to their location - may also be approved within these areas without amendment of this OCP

Multi-Family Residential

This designation includes multi-family residential housing of medium to high-density. This includes row houses, cluster housing, townhouses and apartment buildings.

This designation may also include small-lot single-family subdivision or cluster developments which achieve similar densities.



Industrial

Light Industrial

This designation provides for a variety of light and medium industrial uses, such as food processing and wood-based manufacturing industries, including service commercial and light industrial uses. This designation applies to lands along Forbes Road.

Marine Industrial

This designation applies to the upland side of commercial marine properties and provides for a variety of water-dependent and supportive light and medium industrial uses, such as fish processing and unloading, ice plants, marine repair and manufacturing industries, marine fuel services and other marine light industrial uses.

This designation generally applies to lands with existing marine infrastructure fronting the harbour.

Public Institutional

This designation includes community and institutional uses, such as schools, libraries, recreation areas, health facilities, supportive housing, policing and emergency services, municipal buildings and facilities (e.g. the sewage lagoon on Hyphocus Island) and religious institutions. This category also includes lands supporting public utilities such as electrical and data transmission networks.

Water Areas

Water Lots

This designation applies to all areas of current and anticipated foreshore leases as designated in Schedule A.

Uses are subject to future review but may include docks, moorage of fishing vessels, loading/unloading of marine vessels, fish processing and support industry, tourist and recreation facilities including marinas and boat launches, marine residential, environmental protection, utilities and log storage.

Small Craft Harbour

These foreshore leases are held by the Department of Fisheries and Oceans and are managed by the District. A range of activities are permitted, including private boat moorage and other recreational pursuits, commercial fishing and guiding enterprises.

Marine Conservation

This designation applies to marine areas intended for conservation and transient recreational uses only; expansion of foreshore tenures and long-term vessel moorage are not supported within the Marine Conservation areas.

Village Square and Commercial Core

Village Square

The Ucluelet Village Square area is the heart of the community and Ucluelet's main gathering and shopping destination. It is a compact area comprised of those lands within an approximate five-minute walk (500 metre radius) of Main Street and Peninsula Road.

The Village Square area is oriented toward the waterfront acknowledging the critical role the harbour continues to play in the community's identity and prosperity. Access and views to the water are a community priority.

As the main commercial and mixed-use area of Ucluelet, the Village Square area is a welcoming place for community members and visitors alike.

Other designations also located within the core area of Ucluelet include Institutional, Multi-Family Residential, Residential and Parks and Open Space.

The Village Square designation contains the broadest range of services and land uses in the District. This includes retail, professional offices, health care, administrative, financial, tourist accommodation and supporting uses, cultural and community services and residential.

Marine Industrial uses that require access to the harbour are also permitted in key locations, including the UHS fish plant.

Service commercial uses (e.g. gas stations and other similar uses oriented toward the automobile) are located outside of the Village Square in order to maintain its strong pedestrian focus.

The Village Square provides for multi-family residential options in and around the core. This housing is located in mixed-use buildings and expands the community's affordable housing choices.

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.



Village Square Policies:

Policy 3.55 The area bounded by the Harbour, Bay Street, Larch Road and Otter Street is to be designated as the Village Square. This area is also designated as the Village Square Development Permit Area for form and character (see Schedule ‘F’ for form and character DP mapping and Section 6 Implementation for details of the DP designation, applicability and guidelines.)

Policy 3.56 New retail, service and office development shall be concentrated in the Village Square designation to maximise pedestrian access for employees and customers and maintain the vitality of the village core.

Policy 3.57 Tourist accommodation (e.g. boutique hotels) and supporting uses are encouraged (e.g. eating and drinking establishments) to locate in the Village Square designation.

Policy 3.58 The District of Ucluelet continues to recognise the importance of the harbour to the District’s economy by designating employment uses that require access to the water (e.g. fish plant, boat repair) to locate within the Village Square area. Such uses shall be sensitively integrated into the community.

Policy 3.59 Encourage residential growth within the Village Square designation in the form of apartments and residential over commercial to provide for greater housing diversity and affordability.

Policy 3.60 Properties fronting Main Street must be mixed-use, with residential above commercial uses, or standalone commercial; stand-alone multi-family may be permitted within other areas of the Village Square designation. Arrange vehicular

access in a way that gives priority to pedestrian and cyclist comfort and safety.

Policy 3.61 Cultural and institutional uses are permitted within and adjacent to the Village Square designation, to support the mixed-use, cultural heart of the community. This is the preferred location for a District Museum. The acquisition of key properties by the District, or other public agency, may be required to establish more cultural and heritage uses in the Village Square.

Policy 3.62 The District encourages Canada Post to maintain the community post office within the Village Square area.

Policy 3.63 Emphasize the Village Square as the focal point for commercial and socio-economic activity in Ucluelet.

Policy 3.64 Main Street Dock is a key public gathering place in the community. It provides public access to the waterfront that is safe and accessible.

Main Street Dock may be framed by buildings and contain uses that fit within the mixed-use vision of the Village Square (e.g. cultural, recreation, commercial) and provide interest and variety to the area.

Policy 3.65 Enhance and improve public access to the water by encouraging access or viewpoints within all new developments that are adjacent to the water, including those adjacent to water lots.

Policy 3.66 Enhance and improve the network of public open spaces and trails that connect and cross the Village Square. Specific network improvements and elements include:

- enhance existing parks including Municipal Hall Park (e.g. reducing pavement) and Waterfront Park

- retain outdoor open space along Peninsula Road (e.g. existing patio northeast of the intersection of Main Street and Peninsula Road) in order to provide overlook and views to the Harbour
- explore creation or acquisition of new public open space opportunities where feasible (e.g. including the informal green space along Cedar Road on the existing fish plant site)
- require and formalise mid-block pedestrian connections in large block areas (e.g. north side of Peninsula Road, between Bay and Main Streets)
- develop a walking tour that connects the Village Square to the Inner Boat Basin, Imperial Lane and other parts of town, to create a continuous pedestrian link with the Safe Harbour Trail (see Schedule 'C')
- encourage the provision of cycling end-of trip facilities, such as bike parking
- explore options for a connection between Lyche and Cedar Roads. This connection is desirable, and the location can be flexible to accommodate existing uses and future redevelopment of the parcel.

Policy 3.67 Support the operating fish plant and associated industry; consider opportunities such as guided tours through the fish plants, a museum to showcase the industry and sports fishing opportunities;

Policy 3.68 Village Square Pedestrian Walkway Improvements – work to improve the following sidewalk and pathway segments in the following prioritised list:

- stair / ramp at corner of Main Street and Helen Road
- pedestrian walkway on Fraser Lane
- reconstruct municipal hall parking entrance and tot lot

- pedestrian walkway on Helen Road: Main to Matterson
- pedestrian walkway on north side of Peninsula Road: Main to Bay
- pedestrian walkway on Cedar Road: Main to Bay

Commercial

Ucluelet's business community provides a range of commercial facilities and services for the convenience of residents and visitors.

Commercial uses strengthen the municipal tax base, provide employment opportunities and accommodate the twin pillars of Ucluelet's economy; fishing and tourism.

Commercial land uses are also recognised for their contribution to a complete community through the provision of services and shopping close to home.

The broadest mix of commercial uses (including offices and retail stores) is permitted in the Village Square. As the community's main gathering place and with the highest residential densities, the Village Square is the main working and shopping destination in Ucluelet.

Commercial uses are also permitted in other parts of the community. Automobile-oriented uses (e.g. service stations and building supply establishments) are permitted primarily along Peninsula Road in the Service Commercial designation.

Commercial uses oriented toward tourist accommodation are located in Tourist Commercial designations. This hierarchy of commercial designations supports a compact and vibrant Village Square, while accommodating other needed services in the community.

General Commercial Policies:

Policy 3.69 Support a hierarchy of commercial uses that supports the Village Square as the location for most commercial and retail uses, while meeting the full range of residents' and visitors' service and shopping needs.

Policy 3.70 Continue to support the work of the Ucluelet Economic Development Corporation, the Barkley Community Forest, the Ucluelet Chamber of Commerce and Tourism Ucluelet, and the formation of partnerships or joint ventures to diversify the local economy and to generate new sources of sustainable development and employment.

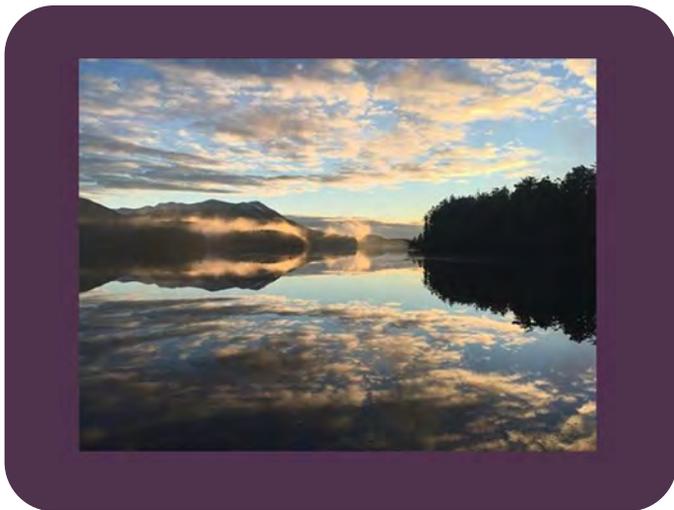
Policy 3.71 Promote and support locally owned small businesses, including those oriented to arts and artisans, home occupation uses, and - where appropriate - bed and breakfasts, vacation rentals and guest houses.

Policy 3.72 Review permitted uses in all commercial zones, including the merits of allowing permanent residential uses in the Tourist Commercial (CS-5) zone in the vicinity of the Village Square and residential units above service commercial uses (CS-2 zone).

Policy 3.73 Connect commercial areas to other parts of the District through multi-use pathways, sidewalks, trails and other transportation routes. Show commercial areas on the proposed walking trail tour that connects the Village Square to the Inner Boat Basin, Imperial Lane and other parts of the District.

Policy 3.74 Support climate action strategies by:

- locating commercial uses within proximity of Peninsula Road, the District’s primary corridor for development. This will promote the early introduction of local transit-service and higher transit frequencies than is possible with lower density development
- situating commercial areas within walking distance of potential future transit routes
- supporting home-based businesses that have minimal impact on neighbouring land uses
- encouraging environment-friendly commercial development, building energy and efficiency upgrades
- encouraging development in a manner that promotes energy efficiency. This may include orienting buildings for maximum solar gain, maximizing glazing, requiring overhangs that protect from summer sun and rain but allow winter sunlight in, and providing landscaping that shades in summer and allows sunlight in during the winter



Service Commercial

Lands designated for Service Commercial uses are generally located along both sides of Peninsula Road between Forbes Road and Bay Street.

Service Commercial Policies:

Policy 3.75 Designate properties along Peninsula Road for service commercial uses to accommodate existing uses as well as future uses that require automobile-oriented access and visibility.

Policy 3.76 Accommodate automobile repair uses in the Service Commercial designation. Consider amending the Zoning Bylaw to permit automobile service uses (e.g. the repair and servicing of automobiles and recreational vehicles,) in the Service Commercial zones (i.e., not within the Village Square).

Policy 3.77 Recognise the strategic location and high visibility of Peninsula Road and implement high quality urban design for service commercial uses in the area, as set out in the Peninsula Road DP Area guidelines.

Policy 3.78 Work with the Ministry of Transportation and Infrastructure to enhance landscaping along Peninsula Road through the development process, allocation of capital funds and other mechanisms (e.g. DCCs and grants).

Policy 3.79 Work with property owners to increase the supply of visitor parking in commercial areas along Peninsula Road, while minimizing the number and width of curb cuts crossing the pedestrian and bike paths.

Tourist Commercial

Ucluelet’s appeal as a tourist destination for all ages is based largely on the wide range of recreation opportunities available in the community. These include hiking the Wild Pacific Trail, sea kayaking, boating, fishing, surfing and cycling.

The town serves as a gateway to Pacific Rim National Park Reserve, Clayoquot Sound, Barkley Sound and the Broken Group Islands. Visitors are able to enjoy Ucluelet’s small town charm, working harbour, parks, trails and other recreational and cultural amenities.

The Tourist Commercial designation focuses primarily on providing for visitors’ accommodation, together with marinas and other supporting uses, creating areas distinct from residential neighbourhoods.

Tourist Commercial Policies:

Policy 3.80 Concentrate large scale tourist commercial developments within the following general areas:

- Reef Point Area
- Inner Boat Basin
- Former Forest Reserve Lands

Policy 3.81 Encourage accommodation types that may not be provided for in other areas in order to enhance visitor options and strategically manage supply (e.g. boutique hotels are encouraged in the Village Square designation, while vacation rentals, hotel/spas are permitted in the Tourist Commercial designation.).

Policy 3.82 Allow limited and accessory commercial uses (e.g. kayak rental) within the Tourist Commercial designation in order to support a wider range of commercial uses within a compact

and complete Village Square. Limited restaurant uses are appropriate in the Inner Boat Basin area. Visitors are encouraged to access offices and retail uses in the Village Square. Transportation options to the Village Square will include pedestrian and cycling infrastructure.

Policy 3.83 Encourage the redevelopment of properties fronting onto Ucluelet Inlet ensuring:

- the provision of public access to the waterfront
- a continuous waterfront walkway connecting the Inner Boat Basin to the Village Square
- high quality architectural design reflecting the fishing village heritage of Ucluelet
- the identification, protection and enhancement of view corridors
- the inclusion of natural landscaping

Policy 3.84 Encourage development forms that maximise tree retention for undeveloped sites.



Industrial

Ucluelet has developed as a working community, supported by a strong fishing industry. Fishing and other industrial activities needing access to the waterfront continue to be important directions for the future. While forestry perhaps played a more prominent role in the past, its contribution to the local economy is ongoing and anticipated to grow with the potential for wood-based value-added enterprises.

Industrial land use, both water and land-based, provide a solid foundation for the community's economic livelihood. Industrial land use enhances the economic viability of Ucluelet through the diversification of the local economy and the provision of employment opportunities. Industrial land provides space for the supply, storage, distribution and repair functions which support other "front line" enterprises.

Local industrial land can also support the District's policies and actions to reduce greenhouse gas (GHG) emissions and respond to climate change. This is achieved through the promotion of innovative and clean industrial uses that are appropriately located and designed to maximise energy efficiency. Securing an adequate supply of local industrial land also reduces travel to access service and supply industries.

The Industrial Designation encompasses two main areas – lands at Seaplane Base Road and lands along Forbes Road. These two areas are expected to meet the industrial land needs of the District for the medium to long term. Uses within the industrial designation are designed to provide a neighbourly transition to adjoining non-industrial areas.



Industrial Policies:

Policy 3.85 Support the protection of the District's industrial land base as a vital community and economic asset that can be used to create significant local employment, property taxes and other benefits to Ucluelet.

Policy 3.86 Encourage industrial uses that will achieve higher employment and land use densities.

Policy 3.87 Guide industrial development off Peninsula Road and into the Forbes Road and Seaplane Base Road areas.

Policy 3.88 Industrial land uses must be compatible with adjoining land uses (e.g. industrial / tourist commercial / residential); use the rezoning process (e.g. siting, layout) to minimise conflicts.

Policy 3.89 Give priority to industrial uses at the Seaplane Base Road area that require water access in areas with sufficient navigational depth (e.g. north side in proximity of existing water lots).

Policy 3.90 Protect and enhance the sensitive ecosystem associated with the waters on the west side of the Seaplane Base road industrial area by maintaining a naturalised shoreline.

Given the site's unique water access, proximity to industrial and tourist commercial areas, a comprehensive plan of development will be required at the time of redevelopment. Public access to the water will be provided in a manner that is commensurate with the permitted land uses.

Policy 3.91 Create an employment-intensive area in the Forbes Road industrial area, while acknowledging the existing mixed-use nature of the area. Review the range of uses permitted in the

CD-1 ("Eco-Industrial Park") Zone. Residential uses (e.g., employee housing) should only be considered on upper storeys above appropriate light industrial space. Explore the inclusion of live/work light industrial uses within this area, particularly on new lands with light industrial designation to the north of Forbes Road and off Minato Road.

Policy 3.92 Continue to recognise the importance of the harbour to the Ucluelet's economy by allowing industrial uses that require access to the water to locate within other appropriate designations (e.g. Village Square, Water Lot and the Small Craft Harbour).

Policy 3.93 Support the creation of more detailed plan for Ucluelet's Harbour, focusing on lands in the vicinity of the Village Square, existing water lots, and appropriate locations for water-based industrial uses.

Policy 3.94 Enhance and improve public access to the water in industrial areas while recognising that the safety and operational needs of industrial businesses are not to be compromised.

Policy 3.95 Support the fish plant and supporting industry located within the Village Square designation.

Policy 3.96 Support the long-term presence of the ice plants and marine service industries located on Eber Road. Recognising the surrounding residential neighbourhood context, continue to mitigate conflicts in this area.

Policy 3.97 Support the expansion of the District's industrial land base, where appropriate, in a manner that is sensitive to adjoining land uses and helps to achieve other District objectives.

Policy 3.98 Work in partnership with the Ucluelet Economic Development Corporation (UEDC), the Barkley Community Forest and the Ucluelet Chamber of Commerce to form partnerships or joint ventures to diversify the local economy and to generate new sources of sustainable development and employment.

Policy 3.99 Continue to support the Village Square as the location for most commercial and retail uses. Review accessory retail and office use provisions in industrial zones.

Policy 3.100 Connect industrial areas to other parts of the District through multi-use pathways, sidewalks, trails and other transportation routes. Show industrial areas on the proposed walking trail tour that connects the Village Square to the Inner Boat Basin, Imperial Lane and other parts of town.

Policy 3.101 Encourage the provision of cycling end-of trip facilities, such as bike parking, in industrial areas.

Policy 3.102 Provide a safe pedestrian environment to and from industrial areas and support ability of employees to walk to work while avoiding conflicts from trucks and vehicles, for instance, by providing separated sidewalks.

Policy 3.103 Minimise detrimental effects of industrial development on the natural environment and surrounding areas. Encourage water conservation, re-use of building materials and waste products, reduced energy consumption, alternate energy sources and high air quality and water treatment standards.

Policy 3.104 Strive for a high quality of site and building design in industrial areas. This may include extensive landscaping and visual buffers between industrial and non-industrial uses. Explore

the designation of properties fronting Forbes Road as a development permit area to improve the streetscape over time.

Policy 3.105 Support climate action strategies by providing infrastructure to support electric vehicle charging and encouraging the reduction of vehicle trips.

Policy 3.106 Encourage the provision of employee amenities within industrial developments that support a healthy working environment. This may include accessory retail uses (e.g. restaurants, cafes, pharmacy), places to sit, rest or eat, exercise facilities and connections to multi-use pathways, sidewalks or trails.

Policy 3.107 Accommodate automobile repair uses in the industrial designation; consider amending the Zoning Bylaw to permit automobile service uses (e.g. the repair and servicing of automobiles and recreational vehicles,) in the light industrial zones.

Policy 3.108 There are no significant gravel deposits within the boundaries of the District of Ucluelet, and no foreseen quarry or gravel extraction operations. Significant gravel resources are available within the region, however, including in the adjacent Area C of the ACRD.

Institutional

Community and institutional uses in Ucluelet include schools, libraries, recreation areas, health facilities, policing and emergency services, municipal buildings, public utilities and religious institutions.

These places meet many needs: educational, health, spiritual, and safety. They contribute to the wellbeing of the community and to a sense of permanence and stability.

The heart of Ucluelet’s civic life is located within the Village Square. This area contains the District Hall and Waterfront Park, George Fraser Memorial Park and the Main Street Dock.

A second cluster of institutional uses is located approximately 1.5 kilometres away along Matterson Drive. This cluster includes Ucluelet Elementary and Senior Secondary Schools, the BMX Bike Track and school playgrounds, the Ucluelet Community Centre, including a branch of the Vancouver Island Regional Library and the adjoining skateboard park and basketball court.

The District recognises that providing cultural and recreation facilities within close proximity to each other is essential to creating a complete community and cultivating a dynamic relationship between the different facilities.

Connections between the two institutional nodes are facilitated by transportation and infrastructure improvements along Main Street, Peninsula Road and Matterson Drive. Walking and cycling between the two areas is encouraged.

Other institutional uses with the community include:

- Recreation Hall on Seaplane Base Road
- Sewage treatment facility on Hyphocus Island
- Forest Glen Seniors Housing (St. Jacques Boulevard)
- Ucluelet Volunteer Fire Brigade;
- Food Bank on the Edge
- Canada Post community post office
- Army Navy & Air Force Club (Peninsula Road)
- RCMP detachment
- Telus and Hydro facilities
- Water and waste water facilities (reservoirs, pump stations)
- School District 70 (Pacific Rim) facilities

At the time of writing, the Ucluelet Elementary School is receiving significant seismic upgrades and renovations - including new day care facilities - and a new Ucluelet Secondary School is under construction. The school is designed to accommodate future expansion if necessary. These new and upgraded facilities will serve the needs of the west coast for the foreseeable future.



Institutional Policies

Policy 3.109 Support improvements to the Village Square that increase its attractiveness and enhance its accessibility, usefulness, and security as a venue for public uses and events.

Improvements may include signage, planting of trees, provision of street furniture, adding pedestrian and building lighting, public art, and other aesthetic and functional items that make the Village Square more desirable to pedestrians.

Policy 3.110 Facilitate improvements, which include sidewalks and multi-use pathways to Main Street, Peninsula Road and Matterson Drive to encourage walking and cycling between key community public spaces.

Policy 3.111 Maintain a close, collaborative relationship with School District 70 to maximise the use of school facilities and services for the benefit of the community and to facilitate current and anticipated school needs.

Policy 3.112 Encourage any future rebuilding of the schools to be oriented toward Matterson Drive to emphasize the importance of this intersection, the proximity to the Village Square and the connecting function that Matterson Drive plays (e.g. connecting Village Square to key community locations (community centre, Big Beach)).

Policy 3.113 Recognise and support the role of schools as neighbourhood focal points and social centres.

Policy 3.114 Encourage Canada Post to maintain a location for the community post office within the Village Square area.

Policy 3.115 a number of federally-owned employee housing lots are now designated *Institutional* on the Schedule A Long-Range

Land Use Plan. Create a new institutional Community Residential zoning designation for these properties, clarifying the community expectation for their future conversion to a possible variety of community care, shelter, supportive and/or affordable housing uses.

Marine

Small Craft Harbour/ Marine

The jurisdictional boundary for the District of Ucluelet extends approximately 200 metres (ten surveyor's chains, or 660 feet) into the Pacific Ocean surrounding the Ucluth peninsula, as shown on Schedule A. It is the intent of the District to regulate uses contained within the water areas to the full extent of its jurisdiction.

The Harbour (Ucluelet Inlet) has historically and continues to play an important role in the life and well being of residents in the District.

Currently a range of activities occur, such as fishing (commercial and sport), private boat moorage, guides and outfitters and other recreational pursuits, including launching points for excursions on the water along the West Coast, particularly the Broken Group of Islands.

A number of leases of provincial Crown foreshore have been created over the years. To date, the development of these water lots has not been regulated by the municipality through tools such as Development Permit designations.

The calm waters in this natural inlet have provided refuge for mariners for a long period of time.

The harbour has potential to maintain and promote what makes Ucluelet a great place – a place that services the fishing and sport fishing industries, the tourist industry, inspires artists and photographers and supports daily recreational enjoyment by many within the community.

The harbour is an asset worth protecting for the future economic prosperity and livability in the District.



The water areas of Ucluelet are generally designated as either:

- Small Craft Harbour (three public water lots)
- Water Lot (primarily privately-held foreshore leases)
- Marine Conservation (remaining water areas not in registered water lots)

In addition to these three designations, several water lots are designated in conjunction with the adjacent land-based designation (e.g. Village Square or Residential).

Each registered water lot is inextricably linked to various adjacent land uses; hence the relationship between land and water requires careful consideration, which could include parking needs, water and sewer servicing and visual impacts.

Following the guiding principles of this OCP, the District has designated environmentally sensitive areas and shoreline habitat as environmental Development Permit areas. See Schedule E for DP area mapping and Part 6 [Implementation](#) for DP guidelines.

General Policies:

Policy 3.116 Adopt new zoning designations for water areas to define permitted uses, servicing and parking requirements, etc.

Policy 3.117 Prohibit the following uses in the Water Lot, Small Craft Harbour and Marine Conservation designations:

- Commercial aquaculture
- Boat, vessel or aircraft storage
- Landfills

Policy 3.118 Identify environmentally sensitive areas and protect marine ecosystems by establishing marine shoreline Development Permit areas: see Development Permit Area - Schedule E.

Policy 3.119 Support marine ecology and marine education facilities within the Harbour.

Policy 3.120 Consider enhancing public access to the District-leased water lot at the foot of Alder Street, including facilities for launching canoes and kayaks.

Policy 3.121 Support transient boat moorage provided adequate sanitation facilities are located nearby.

Policy 3.122 Require all water lot uses to properly treat and dispose sanitary sewer waste and connect into the District's sewer collection system and access District potable water.

Policy 3.123 Develop guidelines for marina and marine-based commercial DP areas, including requirements for publicly-accessible vessel sewage pump-out facilities in all marina operations.

Policy 3.124 Explore new means of generating revenue to fund Harbour infrastructure.

Small Craft Harbours

The Small Craft Harbour is owned by the Department of Fisheries and Oceans, and it is managed by the District. The Small Craft Harbour manages three water lots. These are:

- Lot 2084, known as the inner harbour
- Lot 1977, known as the outer harbour
- Lot 1877, known as 52 steps

Small Craft Harbour Policies:

Policy 3.125 Ensure the continued viability of the Small Craft Harbour in Ucluelet through sound management practices;

Policy 3.126 Consider changes to the size and configuration of the Small Craft Harbour; giving priority to water lots near existing and proposed industrial areas (e.g. Lot 610 near foot of Seaplane Base Road);

Policy 3.127 Encourage water-based industrial uses to locate in the vicinity of Seaplane Base Road.

Water Lot Policies:

Policy 3.128 A comprehensive review of all existing water lots and the appropriate location of potential marine uses will be carried out by the District. Possible uses include:

- docks and moorage of fishing vessels
- loading and unloading of marine vessels
- fish processing and support industry
- tourist and recreation facilities, including marinas and boat launches
- float homes
- live-aboards and houseboats

- pier residential housing
- environmental protection
- passive recreation and opportunities to view and experience the harbour from key locations on land
- utilities
- log storage

Policy 3.129 The Main Street Dock (Lot 1689), the Whiskey Dock, is considered appropriate for specific marine uses, such as net mending, specialty catch off-loading, Francis Barkley passengers and ferrying, fish markets, and arts, entertainment and tourist functions.



Generally vessel off-loading and other heavy industrial uses are not encouraged at Main Street Dock. Other existing public and private wharfs within the harbour may be more suitable for such activities.

Marine Conservation

All water areas located between the shoreline and the District boundaries, excluding areas designated as water lots, are designated as “Marine Conservation”.

Marine Conservation Policies:

Policy 3.130 Invite regional partners to participate in developing a comprehensive “Healthy Inlet / Safe Harbour” management plan for the Ucluelet Inlet, including:

- habitat sensitivity, protection and enhancement;
- co-ordinated approach to cleanup and avoiding future contamination (sewage, plastics, derelict vessels, etc.);
- coordinated policy for liveaboard moorage and sewage disposal;
- overview of type, amount and location of landing and moorage facilities.



Residential

The Official Community Plan provides a framework to meet the diverse housing needs of residents in Ucluelet.

Residential land use is permitted in the Village Square, Multi-Family and Residential designations. Each land use designation varies in the range and density of permitted housing types.

Generally, the highest density uses (apartments and residential units above retail stores) are found in the Village Square, with medium density forms (townhouses) on the edge of the core area and single family uses located beyond a 400-metre walk of the Village Square.

The 2016 Census counted a resident population of 1,717 people in Ucluelet, and a total of 735 occupied private dwellings. This represents 1.36% annual population growth, or 23 new residents per year, over the past decade; this could be considered strong, positive growth. Over the same period, visitor growth and non-resident home ownership has also expanded considerably.

The advent of on-line advertising and bookings for short-term vacation rentals is depleting the supply of rental housing available to long-term residents in Ucluelet (and many other communities in BC). This is having a negative effect on both business viability and community well-being.

Over the past few years the District has actively monitored and enforced its bylaws on short-term vacation rentals. At the time of writing, approximately 300 vacation rental units are active in the municipality, many in existing residential neighbourhoods. A number of long-term rental units – including secondary suites –

have been converted to short-term rentals, displacing this supply of vital housing stock.

Affordable Housing is defined as:

housing costing 30% or less of annual household income suitable for households of low and moderate income, equal to 80% or less than the median household income in the District of Ucluelet, as reported by Statistics Canada and as defined by Canada Mortgage Housing Corporation, CMHC.

Affordable Housing

Ucluelet attracts a large number of visitors yearly given its spectacular scenery and opportunities for recreation, including hiking, cycling, whale watching, kayaking, winter storm watching, surfing and fishing. As a popular tourist destination, the District strives to ensure that adequate housing is available for residents, visitors, and seasonal employees alike.

Ucluelet's challenges with a lack of affordable housing began to escalate in 2001 as tourism activity increased. The affordable housing issue in Ucluelet also has ramifications on other growing industries and the changing needs of the community.

Other industries are growing in Ucluelet and struggle to house a local work force. Youth looking to leave home are forced to leave the community because of escalating housing costs. Seniors

looking to downsize their accommodation needs are faced with a shortage of housing supply and increased prices.

Ucluelet also houses many residents who work in the neighbouring tourism destination of Tofino. This puts added strain on the existing supply of affordable housing.

Approximately 9% of Ucluelet residents identify as Indigenous (2016 census). This includes both homeowners and renters. There are a handful of housing units owned by the Yuułuʔiłʔatḥ Government in town, as well as homes owned and operated by non-profit housing providers.

A combination of strategies that includes smaller lots, secondary suites, detached accessory dwelling units (e.g. cottages), seasonal employee housing, inclusionary zoning, and residential mixed-use development can positively contribute to the broadening of housing choices and affordability within the District of Ucluelet, as well as providing for rental housing and a greater variety of options for seniors.

In April of 2018, the provincial government introduced two new pieces of legislation affecting how local governments address housing issues.

Part 14 Division 22 of the *Local Government Act* now requires local governments to commission a housing needs assessment, and update the report every 5 years. It is expected that a completed assessment report will be a pre-requisite to provincial grant funding for affordable housing projects.

Section 481.1 of the *Local Government Act* now enables local governments to designate properties in their zoning bylaws exclusively for rental housing.

In response to the current housing situation, to better understand the dynamics of the housing market and supply in Ucluelet, and to enable the municipality to be proactive on balancing the community housing needs as new development occurs, the District has adopted the following short-term housing action plan.

Policy 3.131 Short-term Housing Action Plan:

- A. continue the program to actively monitor and enforce short-term rentals
- B. commission a community Housing Needs Assessment report
- C. identify and explore the feasibility of creating temporary seasonal employee housing on at least one municipally-owned property
- D. look for opportunities to update inclusionary zoning and density bonusing, particularly on lands previously designated as Comprehensive Development under a Master Development Agreement, to ensure a mix of affordable housing types are delivered with each phase of new development in the community
- E. amend the zoning bylaw to ensure that the first rental unit on single-family residential lots is for long-term tenancy, with any additional short-term rental uses to depend on the continued existence of the long-term rental
- F. amend the zoning bylaw to remove standalone short-term rental of single-family homes from the VR-2 zoning designation (completed 2019)
- G. explore zoning opportunities for infill of compact, more affordable units in existing and new neighbourhoods (e.g., small lots, rental cottages, etc.)
- H. a number of federally-owned employee housing lots are now designated *Institutional* on the Schedule A Long-Range Land Use Plan; create a new institutional Community Residential zoning designation for these properties, clarifying the community expectation for their continued use as employee housing or future conversion to a possible variety of

community care, shelter, supportive and/or affordable housing uses;

- I. explore the use of the new rental zoning powers proposed in Bill 23
- J. explore the use of Development Cost Charges for affordable housing
- K. develop a municipal Affordable Housing Strategy – identifying the best focus of municipal resources when addressing housing issues
- L. develop a District land and development strategy and explore the options for an ongoing affordable housing program

It is expected that these actions will be revisited following completion of a community Housing Needs Assessment in 2021, which may result in amendment of this OCP.



Affordable Housing Policies:

Policy 3.132 Increase the number of affordable housing units in Ucluelet by encouraging mixed land uses in the Village Square,

seniors’ housing, small-lot single family housing, detached accessory dwelling units (cottages) and secondary suites.

Policy 3.133 Support development of multi-family housing above retail in the Village Square to encourage a mixed-use core in the District.

Policy 3.134 Ensure larger developments are required to provide affordable housing as a portion of each development phase. Completion of the Land Use Demand Study (underway) and Housing Needs Assessment (2021) should provide guidance for the District to adopt targets for percentages of affordable housing in new developments. As a starting point, target a minimum of 75% of housing in new developments to be attainable by Ucluelet resident households.

Policy 3.135 Permit secondary suites in single-family dwellings with sufficient off-street parking.

Policy 3.136 Encourage the retention and development of mobile/manufactured home parks with high quality site design, screening and landscaping.

Policy 3.137 Encourage alternative housing options, including small lot subdivisions.

Policy 3.138 Zone land using low to moderate densities and use density bonusing to secure affordable housing in any larger development.

Policy 3.139 Continue using inclusionary zoning regulations that require affordable housing in new multi-family developments.

Policy 3.140 Encourage land use and building design which results in liveable but smaller, more affordable housing units.

Policy 3.141 Continue to encourage developers to provide 15% to 20% staff housing for employees needed to staff new developments in tourist commercial developments.

Policy 3.142 Encourage private, non-profit and co-operatively run housing units.

Policy 3.143 Rezoning applications involving more than five dwelling units shall provide a statement describing the affordable housing components achieved by the proposal.

Policy 3.144 The District does not support strata conversion of previously-occupied rental housing units.

Policy 3.145 Include Indigenous housing needs in the development of a community Affordable Housing Needs Assessment.

Policy 3.146 Work with regional First Nations and housing providers to identify where opportunities may exist to support and/or partner on meeting all community housing needs.

Residential – Multi Family

Smaller units in higher density, multi family areas are an important component of the District’s affordable housing strategy.

Residential uses within and in close proximity to the Village Square help create a more vibrant and compact community where residents can walk to services and amenities.

Multi Family Residential Policies:

Policy 3.147 Encourage the development of multi-family residential units within an approximate five-minute walk of the Village Square;

Policy 3.148 Encourage residential development above or below the first floor in the Village Square and the Service Commercial Area;

Policy 3.149 Encourage higher density forms of multi-family development to locate along main roads, including Matterson Drive and Peninsula Road;

Policy 3.150 Explore the use of coach houses and forms of low-to medium density multi-family housing that address both street frontages in the area south of Peninsula Road, between Yew Street and Matterson Drive; and

Policy 3.151 Encourage the provision of underground or concealed parking and affordable housing units.

Residential – Single Family

The majority of housing in the District of Ucluelet is made up of detached single-family homes.

Single Family Residential Policies

Policy 3.152 Continue to acknowledge the role that single-family housing plays in terms of appeal and lifestyle choice and encourage sensitive intensification (e.g. smaller lots, secondary suites, coach houses,) where appropriate.

Policy 3.153 Retain the area along Imperial Lane as single family and encourage the character of the existing buildings to be retained during any re-development.

Policy 3.154 Designate those portions of District Lots 281 and 282 that have been developed as low density, single family as Residential, while acknowledging that the existing zoning in these areas permits a broad range of land uses.

Policy 3.155 Designate Hyphocus Island as low density rural reserve, until such time as a comprehensive proposal is received identifying cluster residential development with significant tree retention, preservation of the island in its natural state and dedication of lands for public access, including the high ground and a perimeter waterfront trail.

This area is not intended for private marina or significant commercial, tourist commercial or resort development. Some light industrial uses may be introduced as a compatible transition between the sewage lagoons and residential areas.

Policy 3.156 Encourage residential development adjacent to Spring Cove (e.g. former BC Packers site) in ways that maximise preservation of environmental and cultural values, fit with the natural setting and extend public access through the Safe Harbour Trail along the shoreline.

Residential – General

General Housing Policies

Policy 3.157 Explore early adoption of more energy-efficient building construction through the step code and seek industry input into the impact of implementing such requirements in this remote market.

Policy 3.158 Explore density bonuses for incorporating energy efficiency in existing and new buildings.

Policy 3.159 Cluster residential units to preserve natural areas where possible.

Policy 3.160 Advocate for the development of adaptable housing standards within the BC Building Code and guidelines for future development.



Future Comprehensive Planning Areas

Areas on Schedule A indicated as Future Comprehensive Planning areas applies to larger lots with development potential, where it is anticipated that future rezoning, and potentially subdivision, will occur prior to development. The land uses shown within these areas indicate the general pattern of expected land use, but final location and density of uses will be subject to the future approval processes and detailed analysis of these sites.

Former Forest Reserve Lands

The Former Forest Reserve Lands cover the largest of Ucluelet’s undeveloped areas. Special conditions of this vast landscape include some of the district’s richest forested habitat and the potential for spectacular residential and commercial development. Covering roughly half of Ucluelet’s entire land base, the area is largely unexploited by development. Objectives of this OCP include protecting the natural qualities that make this place so special. Protecting the most sensitive and rich features of this area, and following the built form, character and material guidelines outlined in this plan, the Former Forest Reserve Lands will successfully add to the character of Ucluelet.

The coastal environment within this area is characterized by rocky bluffs and headlands along the exposed western shoreline, while a gentler rocky coast - along with sensitive marine wetlands, predominates along the protected eastern shoreline of Ucluelet inlet. This rugged and wild coast, along with the extensive forest that carpets the rolling and often steep terrain contribute immeasurably to the character of the site. There is therefore a demonstrated need to ensure that development

within this area should be protected from hazardous conditions and makes adequate provision for fitting itself harmoniously into the existing natural environment while maintaining a balance between the need for such protection and development of this land. The area contains archaeological and cultural uses and resources which must be understood and considered with any development plan. Preserving as much of the natural shoreline condition as possible, as well as the forest and its underlying shrub layer is critical in maintaining these values. All development should extend the Wild Pacific Trail and Safe Harbour Trail, and the network of connecting corridors, that make their way through the area.



In addition to development being sensitive to significant natural features worthy of protection, this area is designated for a mix of uses which will require a high standard of design cohesion to reflect the natural heritage of the area.

Master Development Agreements were established to guide the development of the former forest reserve lands. Signed in 2005

and 2006, these agreements committed the owners to additional information requirements including native vegetation management plans, full environmental impact assessments and archaeological assessments. Development subsequently stalled and in the intervening years it has become clear that a different approach may be necessary to enable development of these sites while retaining the initial vision of promoting the natural attributes and culture of the community, attracting investment, tourism and employment opportunities while demonstrating responsible stewardship of the natural environment.

Land uses on the former forest reserve lands was anticipated to include:

- single family with a range of lot sizes
- multi-family residential and commercial resort condominiums
- vacation rentals and Guest House lots
- affordable housing
- hotel/spa, motel and staff housing units
- golf course/clubhouse and marina
- limited commercial facilities serving the tourist sector
- parks and natural space
- Wild Pacific Trail

The golf course use is no longer considered a viable component of the plan; a mix of the other uses is indicated on Schedule A.

The Wild Pacific Trail is a crucial, integral component of the former forest reserve land areas. Amendments to each Master Development Agreement may be considered without amendment of the OCP provided the Wild Pacific Trail is not compromised.

The District may also reconsider the Master Development Agreement (MDA) approach and revert zoning to a low-density Rural designation without amendment of the OCP. Future development could then proceed on application for new zoning based on the policies in this section and OCP, and the land uses generally indicated on Schedule A.

Specific policies for the lands included within the Future Comprehensive Planning areas are noted below:

Policy 3.161 Future development proposals may be considered under phased development agreements per section 516 of the *Local Government Act*.

Policy 3.162 Clear-cutting tracts of land greater than 0.5 hectare is prohibited; habitat protection and tree retention is to guide and form the character of the development.

Policy 3.163 A 30-metre wide tree buffer with no development must be provided along both sides of the Pacific Rim Highway;

Policy 3.164 The layout of the proposed extension of Marine Drive which runs parallel to the Pacific Rim Highway must respond to the natural conditions and topography of the land. Adequate vegetative buffering along the frontage of the road should also be retained to provide an attractive entrance into the community. A tree preservation plan should be a major priority to preserve this spectacular natural environment.

Policy 3.165 Low-impact design principles should prevail. This may include limited areas of impermeability, open drainage, high retention and replacement of natural vegetation, ecological landscaping, slow traffic speeds and comfortable, auto-tolerant streets, pedestrian and cyclist connectivity, end-of-trip facilities (e.g. bike lockers, showers), site and lot grading which follows existing topography, environmental protection and enhancement, wide natural buffers and retention of significant natural features.

Policy 3.166 The Wild Pacific Trail is predominantly a waterfront, natural pathway. Future subdivision must include sufficient highway dedication to allow for the continuity of the trail and vegetated buffer.

The minimum width of the Wild Pacific Trail corridor should be 10 metres, with an average width of at least 15 metres.

Access to the Wild Pacific Trail should be provided at intervals not exceeding 400 metres. Small parking areas should be provided at trail heads.

Policy 3.167 Gates, guard houses, and other means of restricting public access are not permitted.



Policy 3.168 Additional parkland, open space, trails and affordable and staff housing are some of the features and amenities that may be secured through agreement, bylaw or other mechanisms.

General Future Comprehensive Planning Area Policies

Policy 3.169 Public access to the water in all areas is supported, encouraged and intended to be secured including through agreement and dedication.

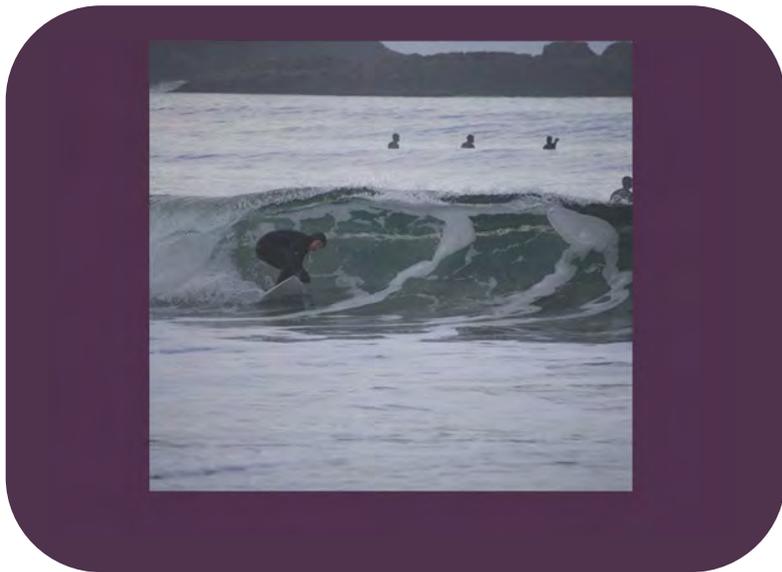
Policy 3.170 The area on Seaplane Base Road, surrounding the Recreation Hall, is designated for Future Comprehensive Planning and identified as a potential Industrial expansion area. Industrial uses that need water access will be considered for this area.

Policy 3.171 The area on Minato Road north of Peninsula Road is designated for Future Comprehensive Planning. This area is envisioned as a residential community with potential for guest accommodation, with significant tree retention. The shoreline and marine wetlands of Olsen Bay is recognised as having important ecosystem values. No development should approach within 30m of the high water mark of Olsen Bay. A greenbelt should be maintained along stream corridors and the shoreline.

Policy 3.172 All development proposals are to address and include measures that mitigate or manage the human-wildlife interface.

Policy 3.173 Developers are to retain an arborist to examine and assess the impact of development and any land clearing on tree/forest cover during subdivision development with the

intention to retain and protect as many healthy trees or pockets of forest cover as possible.



Policy 3.174 Hyphocus Island is currently zoned as Rural Reserve. The zoning of these lands should allow for limited residential development. This reflects the desired future use as primarily clustered residential pattern with substantial tree retention and significant public open space and institutional (i.e., sewage treatment) uses. This area is not intended for private marina or significant tourist commercial or resort development. Compatible light industrial uses may be considered adjacent to the sewage treatment plant. The community may consider re-designation on advancement of a comprehensive plan that addresses the policies and guidelines of this OCP. The high point of the island should be considered for its potential for emergency evacuation (e.g., in conjunction with a future park or open space at the summit of the island);

Policy 3.175 Francis Island is recognised as the symbolic entrance to the Harbour. It should not be developed, without intensive investigation of environmental, hazard and archaeological considerations. Access to the beach on the island and a trail around the edge of the Island for recreational purposes may be further explored.

The Island is zoned as Rural Reserve. Acknowledge the private ownership of Francis Island by permitting up to one single family residential dwelling, without secondary suite, B&B, vacation rental or tourist commercial uses.

Encourage and explore means of preservation, and maximum tree retention, with limited public access, including as an amenity for more intensive development of adjacent lands. Potential acquisition for designation as park land is also supported.

Policy 3.176 The area referred to as District Lot 281 has evolved into a premier location for tourist commercial development as

well as single and multi-family homes. Its prominent position next to Big Beach and its south-west orientation makes this a valuable and defining neighbourhood requiring attention in the form and character of developments. The spectacular landscape sloping gently to the ocean allows impressive vistas for visitors and home owners alike. A sensitive approach must be exercised to avoid over-cutting trees at the expense of the area's natural beauty, for enjoyment by all residents and visitors, and to protect the natural environment.

Policy 3.177 For areas of land higher than 20 to 30 metres above sea level, development, park dedication and public/open space should be coordinated with the District's Emergency Plan when considering the potential for public vistas, integrated with the multi-use pathway, trail and road network, as well as muster areas within a close walk of development areas.

Policy 3.178 All new or additional development, including campsites with no individual water supply or no individual sewage disposal facilities, must be connected to the municipal sanitary sewer system.

Areas of Potential Future Growth

Development of lands designated as "Areas of Potential Future Growth" on Schedule 'A' is considered beyond the scope of this plan, i.e., beyond the current capacity of municipal services and/or beyond the year 2050. Amending the OCP to permit earlier development would require a comprehensive plan demonstrating the social, economic and environmental case for servicing and developing those areas.

These areas have zoning designations previously applied, and an OCP designation does not affect that zoning. However the intent of this designation is for these areas to be left in a natural state until comprehensive plans have been accepted for the intended uses, with timing to be determined.

Policy 3.179 It is not in the public interest to extend services or approve subdivisions that would create new parcels within areas designated as "Areas of Potential Future Growth" on Schedule 'A'.

Part Four: Systems

Servicing and Infrastructure

The District maintains a network of municipal roads, sidewalks, water treatment and distribution, storm drainage, sewer collection and treatment infrastructure. These are monitored and maintained to meet a series of federal and provincial standards. The District plans, develops and maintains these municipal infrastructure systems to enhance the community's health, safety and overall quality of life, and to protect the local environment.

Objective 4A To protect community health and the environment by developing and maintaining efficient and highly-functioning water and sewer systems.

Objective 4B To ensure an orderly pattern of utility services and avoid premature or unnecessary public expenditures on municipal infrastructure.

Objective 4C To use water resources efficiently to ensure a safe and reliable supply over the long term.

Objective 4D To adapt municipal infrastructure systems to remain resilient to the impacts of a changing climate.

Objective 4E To reduce the use of fossil fuels and other resources in municipal operations through improved efficiency and conservation.

Objective 4F To adopt an environmentally sound, integrated stormwater management strategy.

Objective 4G To ensure that the costs of upgraded services are borne primarily by those who benefit.

Objective 4H To ensure that new development contributes toward the costs of infrastructure improvements.

Water Supply

The District of Ucluelet has two domestic water sources. The Lost Shoe Creek Aquifer supply currently consists of four wells which produce approximately 9,450 m³/day (at 90% capacity). Drier summer weather patterns potentially limit this supply, as the aquifer is drawn down to the level of the deepest well. Active water licenses also allow the District to draw up to 3,239 m³/day from Mercantile Creek; of this approximately 500 m³/day is allocated to the Ucluelet First Nations. Additional surface water cannot be taken from this source, to protect the Mercantile Creek fish habitat resource.

In the medium to long term an alternate source of water will be needed to support growth and industry within the District. Two approaches have been identified. The first would require an additional well at the Lost Shoe Creek Aquifer and/or a new well located at Mercantile Creek, expanding the current system capacity. The second approach would develop a new water supply from Kennedy Lake, identified as a source of sufficient volume to sustain the entire region. The feasibility, costs and treatment options have been analysed for the Kennedy Lake system. Ongoing discussions with regional partners will be key to determining the ultimate approach to providing a resilient, healthy source of domestic water to the community.

Water Storage

Water reservoirs are necessary to retain enough water volume and pressure for fire protection, peak hour water balancing and emergency storage purposes. The District operates two water storage reservoirs; one located along the Pacific Rim Highway

(1,400 m³ of storage) and a second reservoir located off Matterson Drive behind the schools (1,300 m³ of storage) for a total capacity of 2,700 m³.

There is a current shortfall in recommended storage volume requirements with the two existing reservoirs to meet fire flow standards, therefore the District should plan for constructing a new facility. A new reservoir could be partially funded through the Development Cost Charge bylaw.



Sanitary Sewer

The District's wastewater collection system consists of a network of gravity and forcemain sewers feeding into one of 15 municipal pump stations. All sewers are pumped through the Helen Road Pump Station before discharging to the District of Ucluelet's Wastewater Treatment facility located on Hyphocus Island.

The wastewater treatment facility is a 3-cell aerated lagoon. Each cell is lined with a high-density polyethylene membrane with a baffling curtain system which maximizes the retention time of the effluent water, allowing the system to provide a high degree of treatment. To expand lagoon capacity into the future, cell # 3 may be expanded and deepened, additional cells may be constructed if land is secured by the District, and a tertiary treatment plant may be constructed.

The District's lagoon system discharges into a marine outfall system. This outfall is located under Ucluelet Inlet to Alpha Passage near George Fraser Islands (1,480 metres in length) and accommodates the treated effluent from the District's lagoon. The outfall is sized to also handle untreated waste from up to three fish processing plants.

Pumping wastewater is expensive to maintain. However it is unavoidable, due to Ucluelet's topography. The District is pursuing strategies to reduce reliance on sewage pumping in the long term. This may include redirection and extension of specific collectors and forcemains. Additionally, the District should carefully evaluate the long-term financial operating costs before assuming responsibility for future infrastructure as a result of new development.

Heavier rainfall events in recent years have caused the maximum daily flows to exceed permit allowances approximately three to

four times a year. These extraordinary flows are attributable to high levels of inflow and infiltration (I & I), combined with more intense storm events. The District has an ongoing program to identify and address I&I incidents.

Stormwater Management

Situated in a coastal rainforest, Ucluelet is blessed with an abundance of rainfall (3,300 mm per year of precipitation). Stormwater collected in pipes and discharged directly to watercourses or the foreshore creates a potential for erosion and discharge of contaminants, which can be harmful to fish and the environment. The existing system in Ucluelet includes a mixture of pipes and open drainage ditches and swales. Several projects in Ucluelet have shown rainfall can be collected in gravel filled trenches and topsoil to dissipate stormwater run-off in a more natural way into the ground. The District will explore options to expand this approach, when updating municipal servicing standards. In addition, the District encourages developers to retain forest cover during subdivision development (i.e. only clear what is necessary to construct the infrastructure and roads) and retain pockets of forest land to the extent possible.

Solid Waste and Recycling

In 2007 the Alberni Clayoquot Regional District (ACRD) commissioned a Solid Waste Management Plan, which was endorsed by District Council. The plan’s objectives are to:

Objective 4I Reduce the amount of waste requiring disposal.

Objective 4J Increase the level of recycling activity throughout the regional district.

Objective 4K Ensure that any residual waste is disposed of in a manner that protects the environment and social well-being.



In the West Coast Landfill catchment area, waste reduction targets are based on recycling rates, as the disposal rate may not be an accurate reflection of progress since it is highly affected by the annual success of the tourism industry. It is anticipated that the West Coast Landfill will be the central delivery area for recyclables collected on the west coast

Currently, there is no suitable local location to dispose of land-clearing debris and household organic waste. The District expects to continue to work with the Alberni Clayoquot Regional District on regional solutions to organic waste recycling.

The 2006 ‘Human-Bear Conflict Management Plan’ guides consideration of development proposals and necessary actions

to reduce potential wildlife conflicts. The priority actions identified in this plan are to bear-proof garbage and food attractants and to set aside habitat and critical animal corridors as lands are developed within the District.

Servicing Policies

Policy 4.1 Require developers to pay for the full servicing costs associated with growth.

Policy 4.2 Commission, and update as necessary, infrastructure master plans for municipal water, sewer, roads, building facilities, parks, and integrated stormwater systems.

Policy 4.3 Initiate long-range financial planning to account for both the costs of replacing aging infrastructure and the expected expansion of utilities to serve a growing community.

Policy 4.4 Maintain a 5-year capital works plan for the construction and upgrading of municipal utilities, based on the infrastructure master plans and long-range financial plan.

Policy 4.5 Adopt updated Subdivision and Development Servicing Standards to require low-impact development standards, minimize long-term operational and maintenance costs, reduce the environmental impact of development, and provide the network of pedestrian, bicycle and vehicle facilities shown in this plan.

Policy 4.6 Plan for water conservation as a necessary part of future development in order to reduce peak demand requirements and meet funding criteria from Provincial and Federal governments.

Policy 4.7 Explore options for providing a second barrier water treatment system for surface water sources, as directed by the Ministry of Health, if continued use of the Mercantile Creek source is needed.

Policy 4.8 Plan for the construction of a third water reservoir, to meet future pressure and capacity needs.

Policy 4.9 Continue an active program to reduce inflow and infiltration into the sewage system.

Policy 4.10 Continue an active program for detecting leaks and unauthorized water use.

Policy 4.11 Continue the program to repair, upgrade and install SCADA on each municipal sewage pump station.

Policy 4.12 Maintain appropriate portable emergency generators to service key municipal infrastructure during power outages.

Policy 4.13 Investigate the feasibility of retrofitting existing piped systems, when replacing aging infrastructure, in favor of alternate practices for accommodating run-off.

Policy 4.14 Develop a program for reviewing the municipal systems and securing rights-of-way for all utility infrastructure where presently not secured.

Policy 4.15 Require oil and grease separators to be installed and maintained for all new or upgraded paved parking lots and service station properties.

Policy 4.16 Continue to explore the feasibility of the Kennedy Lake Regional Supply, and seek support from regional partners, as the long-term secure water source for the west coast.

Policy 4.17 Work with the Ministry of Environment to update the municipal sewage discharge permit to reflect the current level of waste water treatment.

Policy 4.18 Refer major development proposals to the Alberni Clayoquot Regional District for comments relating to solid waste and recycling.

Policy 4.19 Encourage community waste reduction and recycling.

Policy 4.20 Explore options for handling local land-clearing waste and household organic waste recycling with the ACRD.

Policy 4.21 To reduce energy and emissions associated with waste management, the District will consider enhancing programs to reduce waste, recycle and reuse waste where possible, and promote composting systems that reduce the amount of methane from organic waste.

Policy 4.22 Encourage the use of sustainable energy systems and utilities where improved energy efficiency and/or reduced GHG emissions will result.

Policy 4.23 The number of District-owned and operated sewer pump stations should be minimised.

Policy 4.24 Encourage the harvesting of waste heat from industrial, commercial or institutional sources, such as refrigeration equipment and sewer systems, where practical.

Policy 4.25 Utilize energy-efficient street lighting to reduce energy use.



Municipal Finance, Governance and Operations

A primary task of the municipal organization is to maintain the business functions which support the community’s local government.

Taxation, utility billing, infrastructure financing, budgeting, contracting and seeking grants are all core functions of the District. Providing timely, accurate information and support enables good decision making by the elected Council.

Municipal staff are charged with ensuring the District functions meet legislated requirements and strive to adopt appropriate best practices to further Council’s strategic directions for the community.

Clear communication with Ucluelet residents and other agencies on the ongoing operations, events and functions of the municipality ensures accountability and transparency in all of the District’s practices.

Objective 4L To be a healthy, accountable, progressive organisation that is outstanding in the provision of service to the public.

Objective 4M Deliver excellent customer service.

Objective 4N Provide best value for money.

Objective 4O Provide right-sized government services and infrastructure which will be affordable to the community over the long term.

Objective 4P Strengthen relationships within the community and with neighbours.

Objective 4Q Provide streamlined services for residents, businesses and investors in the community.

Policy 4.26 Develop and institute a long-range financial planning approach which anticipates the costs of developing, operating, maintaining and replacing municipal infrastructure and assets over their serviceable lifespan.

Policy 4.27 Commission a long-range land use demand study to inform infrastructure decisions, development reviews and long-range budgeting efforts.

Policy 4.28 Assess municipal resources and strategize the appropriate approaches to most efficiently delivering the level of service expected by the community.



The District recognises that information is another piece of key infrastructure for the community. Land, building, demographic and business data are important information sources which can support community functions, economic development and the work of other agencies.

Policy 4.29 Continue to pursue corporate records management strategies to develop efficient and resilient information storage and retrieval systems.

Policy 4.30 Continue to review District methods of internal and external communication to provide transparency while maintaining an appropriately efficient allocation of resources and staff time.

Policy 4.31 Provide educational materials and opportunities for engaging citizens and expanding awareness, knowledge and participation in civic functions.

Economic Development

Ucluelet prides itself as being a working town. The economy has traditionally been based on the forest, fishing and mining industries up until the nineteen nineties.

Today Ucluelet and Tofino serve a trading population of roughly 4,000 in addition to an increasingly large number of tourists attracted by the area's pristine scenic beauty.

The District works with Tourism Ucluelet and the Chamber of Commerce to further promote the unique attributes of the town, while differentiating the visitor experience between the west coast communities of Tofino and Ucluelet.

Ucluelet continues to improve its image and appeal to visitors. This is achieved through promoting the community as a working harbour and drawing attention to the Wild Pacific Trail, the area's heritage and cultural values and access to the Broken Group Islands.

A new fiber-optic data network serving Ucluelet supports businesses and individuals who increasingly live locally but interact with a far-flung network of clients, customers and suppliers.

Strategic improvements to the public realm in the Village Square area is a priority for enhancing the safety, comfort and experience of both locals and visitors. These pathways and gathering places act as the backbone to the community and also support the further development of the Ucluelet economy.

The District of Ucluelet commissioned an Economic Development Strategy Update in 2017. The study identified strategic directions which are reflected in the following economic objectives.

It remains important that Ucluelet maintains a diversified economy, so that it does not concentrate solely on tourism, while retaining its traditional small-town character.

“As of the 2011 National Household Survey, the concentration of tourism-based jobs in the Ucluelet area was about 2.5 times the provincial average. These are a combination of jobs in accommodation services, food and beverage services, recreation, transportation, retail, and others.

This underlies the importance of tourism to the Ucluelet economy and is impressive considering that every community in the province has at least a small tourism industry.

But the real outlier in the Ucluelet economy is the fishing sector. Including fishing, aquaculture and fish processing, the concentration of employment in Ucluelet is 64 times the provincial average. Fishing jobs are naturally more concentrated because they are mostly limited to coastal communities, but this is still a remarkable result.

About 18% of all jobs with a fixed place of work in Ucluelet were in fishing, and this does not include all the various suppliers to the industry.”¹

Objective 4R Sustain a local economic development structure and tools.

Objective 4S Invest in Ucluelet’s human potential.

Objective 4T Enhance physical infrastructure for economic development.

Objective 4U Support and build on the twin pillars of the Ucluelet economy – harbor-related industries and tourism.

Objective 4V Pursue targeted economic development opportunities.



The updated Economic Development Strategy identifies the following strategic polices which the District is pursuing:

Policy 4.32 As part of an overall strategic review of the long-term demand for municipal resources, assess the level of staffing and/or financial commitment to economic development.

Policy 4.33 Continue to support a business and employment retention and expansion (UBERE) program.

Policy 4.34 Communicate Ucluelet’s attributes and opportunities for economic development.

Policy 4.35 Maintain a collaborative relationship on economic development projects with Yuuluᑭiᑭᑭath and ‘tukwaaᑭath First Nations.

Policy 4.36 Continue to support the development of a range of housing options, including dedicated staff housing if the need arises.

Policy 4.37 Continue working to improve the municipal water system.

Policy 4.38 Continue to work with the Department of Fisheries and Oceans (DFO) and industry to maximise the effectiveness of the harbor for commercial fishing operations.

Policy 4.39 Support the expansion and diversification of tourism amenities and attractions.

Policy 4.40 Support ongoing community input into Economic Development.

Policy 4.41 Continue to support new and expanded post-secondary education and/or advanced research institutions.

Policy 4.42 Continue to support health service improvements in Ucluelet and the region.

Policy 4.43 Continue to support programs and events that enhance Ucluelet’s unique sense of place and high quality of life.

Policy 4.44 Explore alternative uses of the Coast Guard lands.

Policy 4.45 Ensure sufficient supply of industrial land is designated and, when appropriate, serviced for future use.

Policy 4.46 Support continued improvement to regional transportation infrastructure.

Policy 4.47 Support the continued operation and expansion of marine support services.

Policy 4.48 Support the commercial fishing, aquaculture, and processing sectors in the development of new and higher-value seafood products.

Policy 4.49 Target technology and energy-related entrepreneurs.

Policy 4.50 Support the expansion of forestry and wood products manufacturing.

Policy 4.51 Explore marketing synergies among tourism providers in the west coast region.

Policy 4.52 Support closer ties between local educational institutions and the business community.

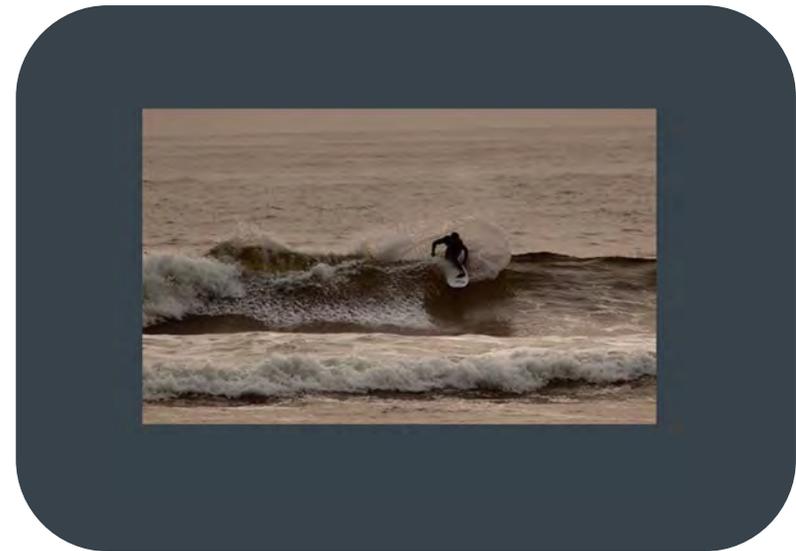
Policy 4.53 Develop a business resource package, including referral service, to support entrepreneurs and small businesses.

Policy 4.54 Explore the potential to partner with other agencies to beautify the Highway 4 junction, including undergrounding or relocating power lines, coordinating (and minimizing) signage, and installing new landscaped medians befitting the coastal forest environment. Consider providing maintenance to median landscaping, should its installation be accepted by the Ministry of Transportation and Infrastructure.

Policy 4.55 A major draw and economic opportunity lies in the trails by which visitors experience the beauty of the Ucluth Peninsula. Approach funding for extension and upgrade to the Wild Pacific Trail and Safe Harbour Trail equally as an investment

in economic development as well as a recreational amenity for residents.

Policy 4.56 Capitalize on the growing recognition of Ucluelet as a prime destination for active recreational pursuits including surfing, kayaking, sport fishing, hiking and mountain biking.



Part Five: Schedules & Maps

SCHEDULE A: LONG-RANGE LAND USE PLAN

SCHEDULE B: TRANSPORTATION NETWORK

SCHEDULE C: PARKS & TRAILS NETWORK

SCHEDULE D: WATER & SEWER INFRASTRUCTURE

SCHEDULE E: DEVELOPMENT PERMIT AREAS – ENVIRONMENTAL PROTECTION

SCHEDULE F: DEVELOPMENT PERMIT AREAS – FORM & CHARACTER

SCHEDULE G: DEVELOPMENT PERMIT AREAS – STEEP SLOPES

MAP 1: REGIONAL CONTEXT

MAP 2: REGIONAL INFRASTRUCTURE

MAP 3: ARCHAEOLOGICAL POTENTIAL

MAP 4: COASTAL STORM – FLOOD CONSTRUCTION LEVELS

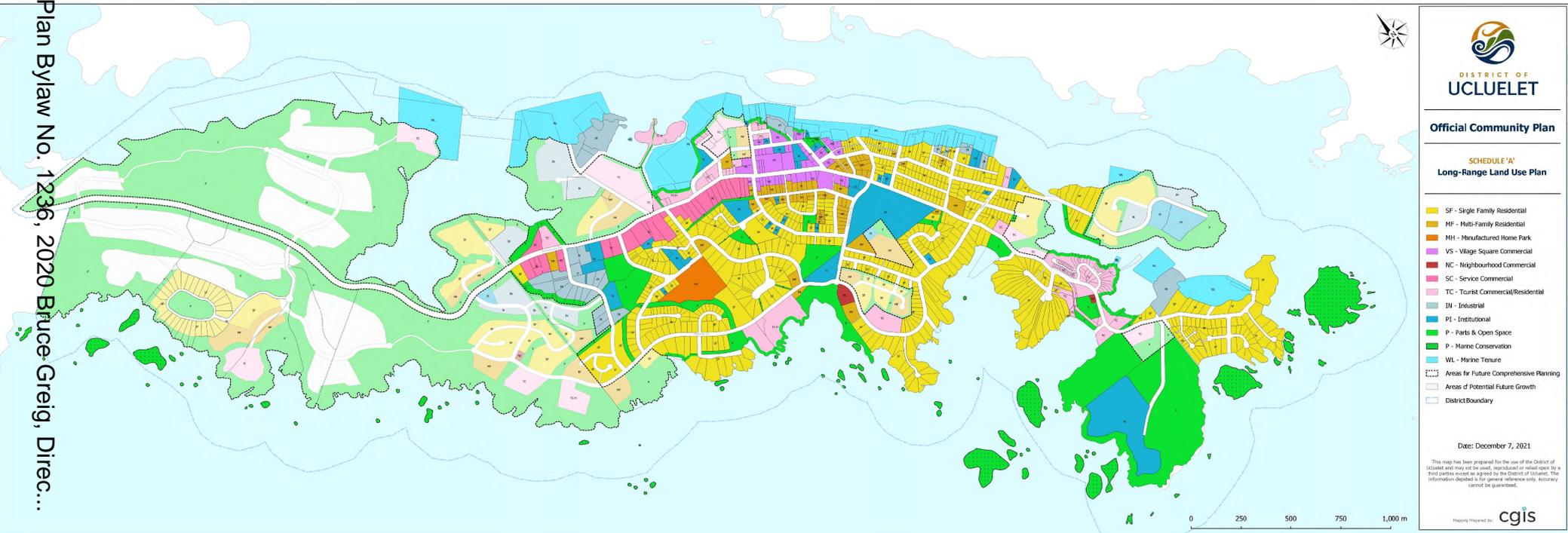
MAP 5: TSUNAMI FLOOD VULNERABILITY

MAP 6: TSUNAMI FLOOD PLANNING

MAP 7: CURRENT LAND USE

MAP 8: ENVIRONMENTAL BASE INFORMATION

MAP 9: LOW(ISH) GROWTH SCENARIO




DISTRICT OF UCLUELET

Official Community Plan

SCHEDULE 'A'
Long-Range Land Use Plan

- SF - Single Family Residential
- MF - Multi-Family Residential
- MH - Manufactured Home Park
- VS - Village Square Commercial
- NC - Neighbourhood Commercial
- SC - Service Commercial
- TC - Tourist Commercial/Residential
- IN - Industrial
- PI - Institutional
- P - Parks & Open Space
- P - Marine Conservation
- WL - Marine Tenure
- Areas for Future Comprehensive Planning
- Areas of Potential Future Growth
- District Boundary

Date: December 7, 2021

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Mapas Prepared by 



Official Community Plan

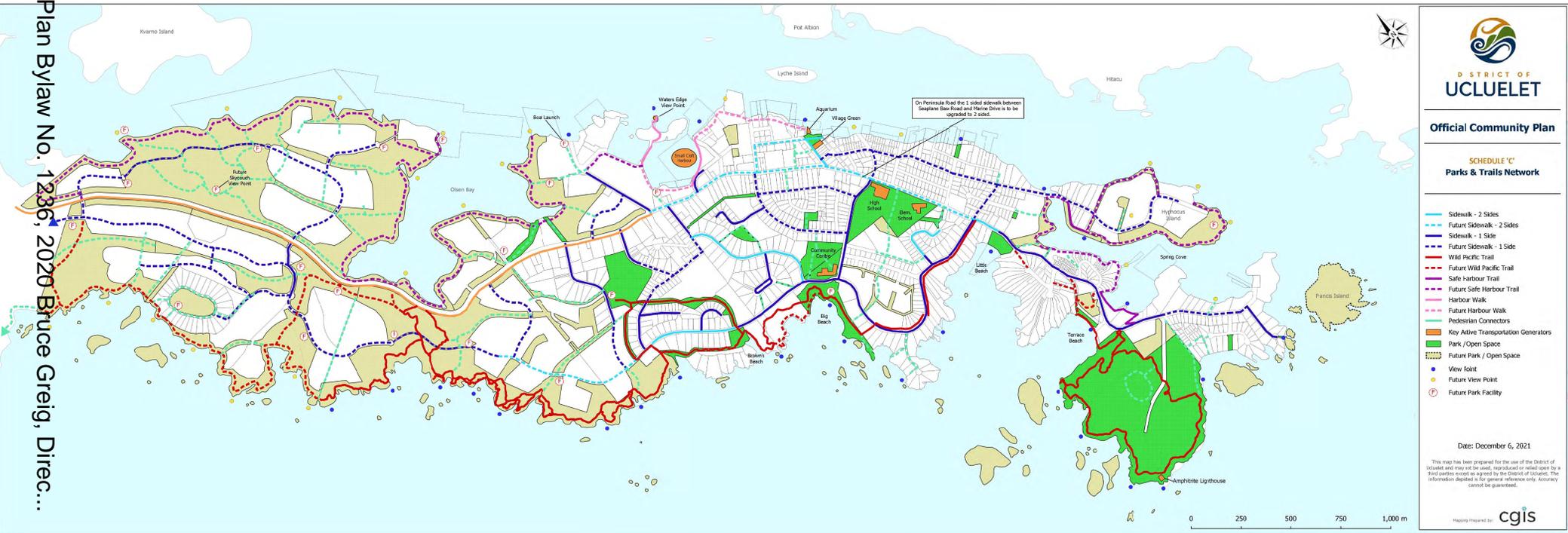
**SCHEDULE 'B'
Transportation Network**

- Existing Roads**
 - Arterial
 - Collector
- Future Roads**
 - Arterial
 - Collector
- Multi-Use Trails**
 - Existing
 - Future
- Bike Lanes**
 - Shared Lane (Car/Bike)
 - Dedicated Bike Lane
 - Future Shared Lane (Car/Bike)
 - Future Dedicated Bike Lane
- Crosswalks**
 - Existing Crosswalk
 - Proposed Crosswalk
- Parking**
 - Existing Parking
 - Proposed Parking

Date: December 6, 2021
This map has been prepared for the use of the District of Ucluelet and may not be used, reproduced or relied upon by a third party without the consent of the District of Ucluelet. The information depicted is for general reference only. Accuracy cannot be guaranteed.

Map prepared by **cgis**






DISTRICT OF UCLUELET

Official Community Plan

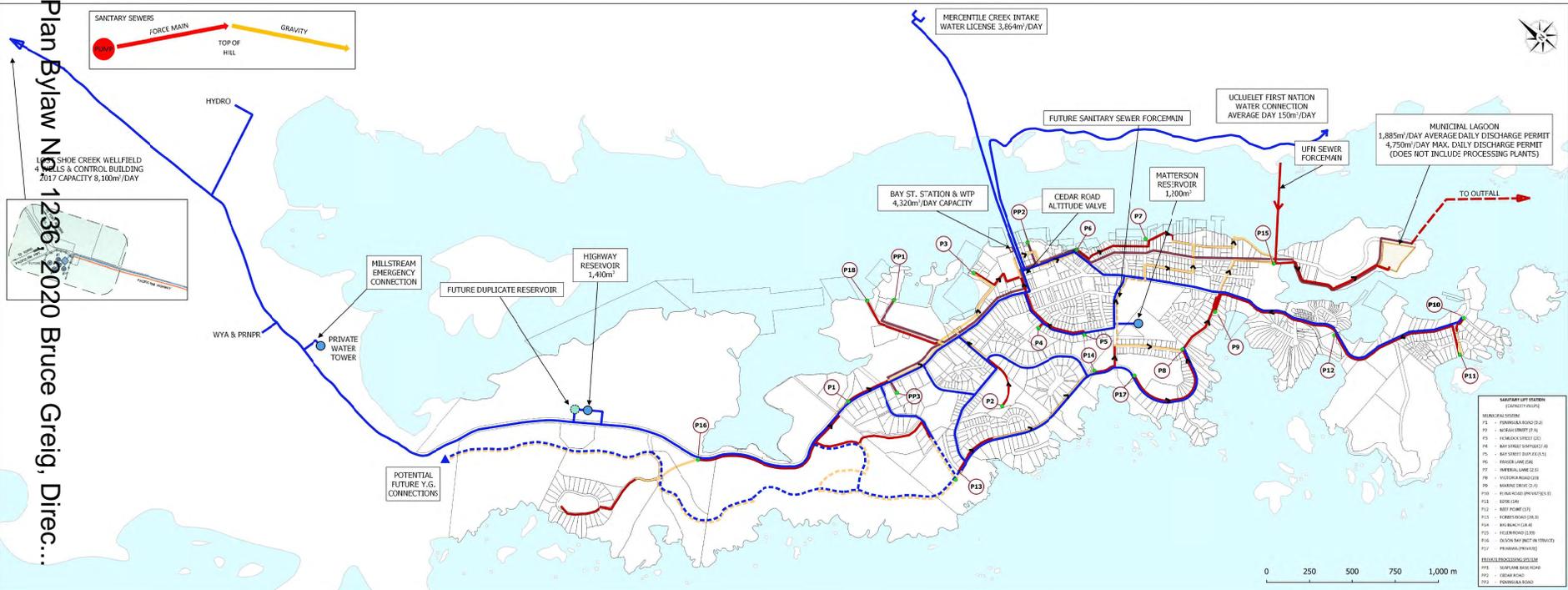
SCHEDULE 'C'
Parks & Trails Network

- Sidewalk - 2 Sides
- - - Future Sidewalk - 2 Sides
- Sidewalk - 1 Side
- - - Future Sidewalk - 1 Side
- - - Wild Pacific Trail
- Future Wild Pacific Trail
- Safe Harbour Trail
- - - Future Safe Harbour Trail
- Harbour Walk
- - - Future Harbour Walk
- Pedestrian Connectors
- Key Active Transportation Generators
- Park / Open Space
- Future Park / Open Space
- View Point
- Future View Point
- Ⓜ Future Park Facility

Date: December 6, 2021

This map has been prepared for the use of the District of Ucluelet and may not be used, reproduced or relied upon by a third party without an agreement by the District of Ucluelet. The information depicted is for general reference only. Accuracy cannot be guaranteed.

Maping Prepared by 





DISTRICT OF UCLUELET

Official Community Plan

SCHEDULE 'D'

Water & Sewer Infrastructure

Water System

- Watermain
- - - Future Watermain

Sanitary System

- Sewer Gravity Main
- Sewer Forcemain
- - - Future Gravity Sewer
- Pump Station

Processing Plant System

- Processing Plant Force Main

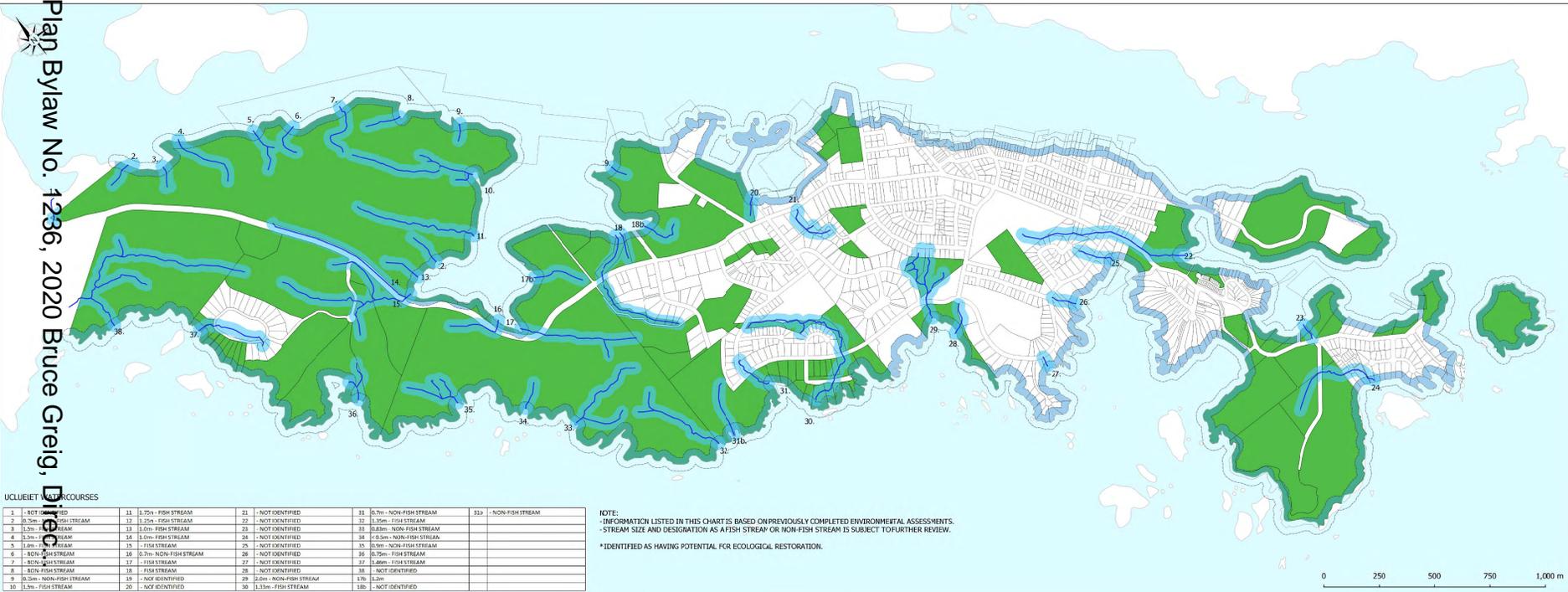
Date: December 3, 2021

This map has been prepared for the use of the District of Ucluelet and may not be used, reproduced or relied upon by a third party unless an agreement by the District of Ucluelet. The information depicted is for general reference only. Accuracy cannot be guaranteed.

Maping Prepared by 

SANITARY LIFT STATIONS
(CAPACITY IN M³/DAY)

P1	POWERSLA ROAD (20)
P2	WAGY STREET (10)
P3	WAGY STREET (20)
P4	WAGY STREET (20)
P5	WAGY STREET (20)
P6	WAGY STREET (20)
P7	WAGY STREET (20)
P8	WAGY STREET (20)
P9	WAGY STREET (20)
P10	WAGY STREET (20)
P11	WAGY STREET (20)
P12	WAGY STREET (20)
P13	WAGY STREET (20)
P14	WAGY STREET (20)
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P18	WAGY STREET (20)
P19	WAGY STREET (20)
P20	WAGY STREET (20)
P21	WAGY STREET (20)
P22	WAGY STREET (20)
P23	WAGY STREET (20)
P24	WAGY STREET (20)
P25	WAGY STREET (20)
P26	WAGY STREET (20)
P27	WAGY STREET (20)
P28	WAGY STREET (20)
P29	WAGY STREET (20)
P30	WAGY STREET (20)
P31	WAGY STREET (20)
P32	WAGY STREET (20)
P33	WAGY STREET (20)
P34	WAGY STREET (20)
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P43	WAGY STREET (20)
P44	WAGY STREET (20)
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P46	WAGY STREET (20)
P47	WAGY STREET (20)
P48	WAGY STREET (20)
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P51	WAGY STREET (20)
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P60	WAGY STREET (20)
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P92	WAGY STREET (20)
P93	WAGY STREET (20)
P94	WAGY STREET (20)
P95	WAGY STREET (20)
P96	WAGY STREET (20)
P97	WAGY STREET (20)
P98	WAGY STREET (20)
P99	WAGY STREET (20)
P100	WAGY STREET (20)



NOTE:
 - INFORMATION LISTED IN THIS CHART IS BASED ON PREVIOUSLY COMPLETED ENVIRONMENTAL ASSESSMENTS.
 - STREAM SIZE AND DESIGNATION AS A FISH STREAM OR NON-FISH STREAM IS SUBJECT TO FURTHER REVIEW.
 * IDENTIFIED AS HAVING POTENTIAL FOR ECOLOGICAL RESTORATION.



DISTRICT OF UCLUELET

Official Community Plan

**SCHEDULE 'E'
Environmental Development Permits Areas**

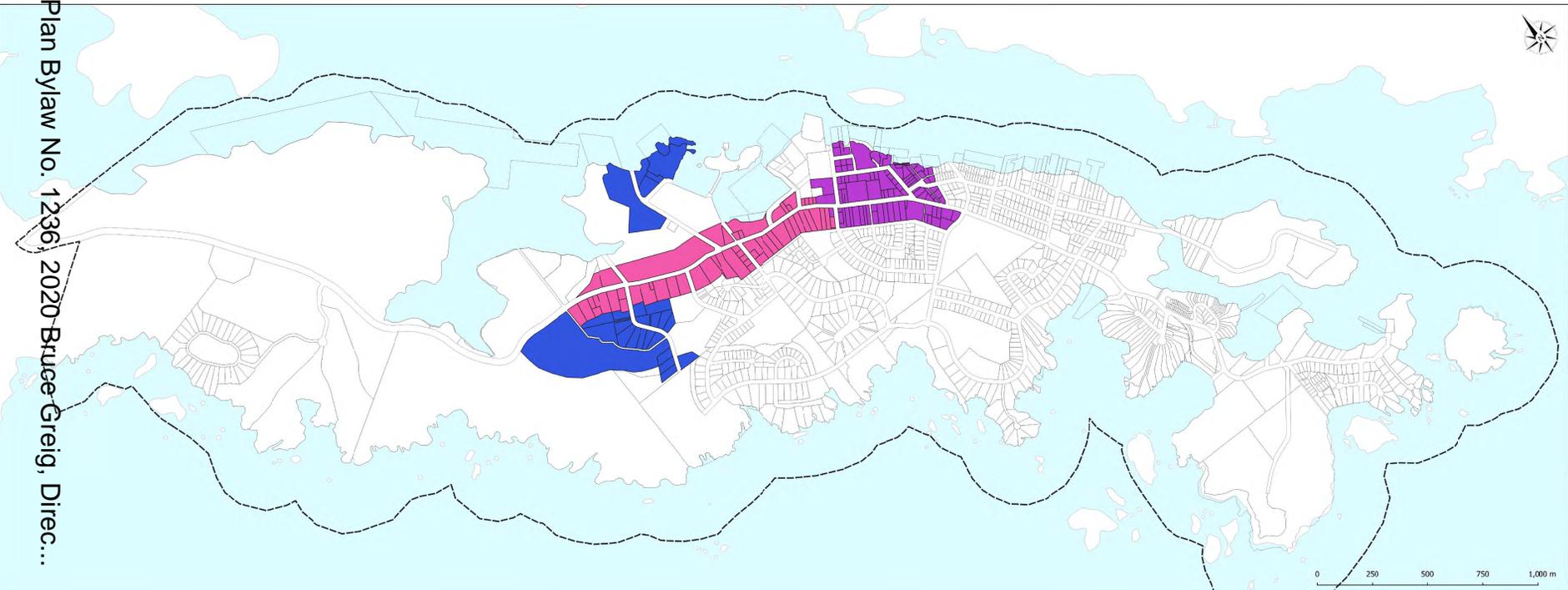
- Terrestrial Development Permit Area
 - Wetlands
 - Mature Forests
 - Sensitive Ecosystems
- 30m Marine Shoreline Development Permit Area
 - Includes 30m on Intertidal area
- 30m Riparian Development Permit Area

Marine Shoreline DPA is designated as 30m from either side of the natural boundary of the sea. Stream DPA is designated as 30m offset from stream features. Refer to OCP text for development permit guidelines.

Date: February 17, 2021

The information reported is for general reference only and is based on available sources. The District of Ucluelet assumes no liability for the accuracy of base mapping information. Ground truthing at individual properties should be undertaken by qualified professionals prior to development planning.

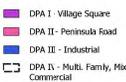
Prepared by **cgis**




DISTRICT OF UCLUELET

Official Community Plan

SCHEDULE 'F'
Development Permit Areas for Form and Character



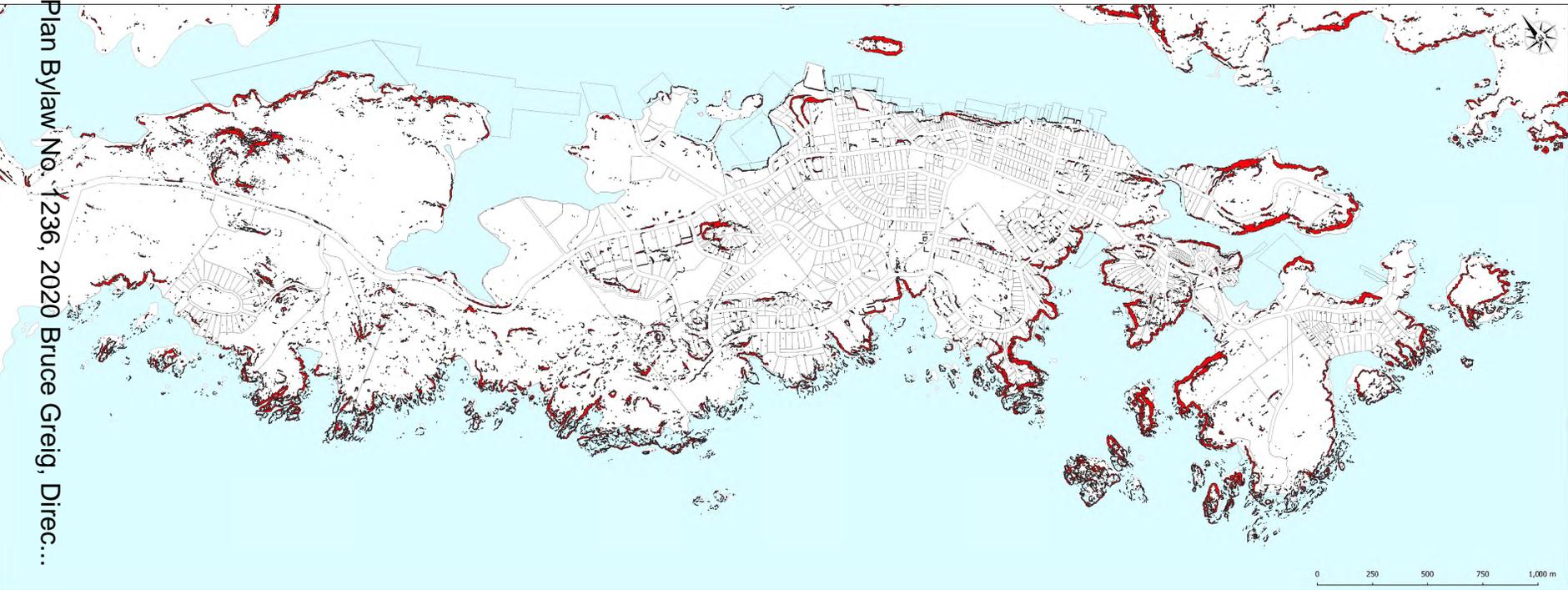
- DPA I - Village Square
- DPA II - Peninsula Foreshore
- DPA III - Industrial
- DPA IV - Multi-Family, Mixed Use, Commercial

NOTE: All lands within the boundaries of Ucluelet are also designated as a Development Permit Area for the regulation of form and character when being developed for any Multi-Family Residential, Mixed-Use and/or Commercial uses (DPA IV).

Date: February 1, 2021

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Map prepared by 




DISTRICT OF UCLUELET

Official Community Plan

SCHEDULE 'G'
Development Permit Areas
for Hazardous Conditions

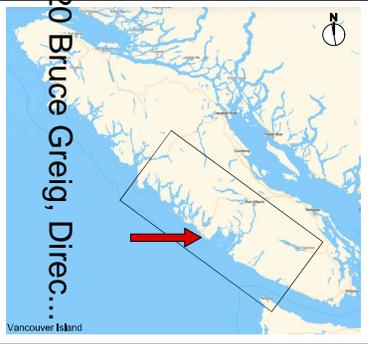
 Steep Slopes (>30 degrees)

NOTE: For information on lands which may be subject to flooding please refer to Maps 4, 5 and 6.

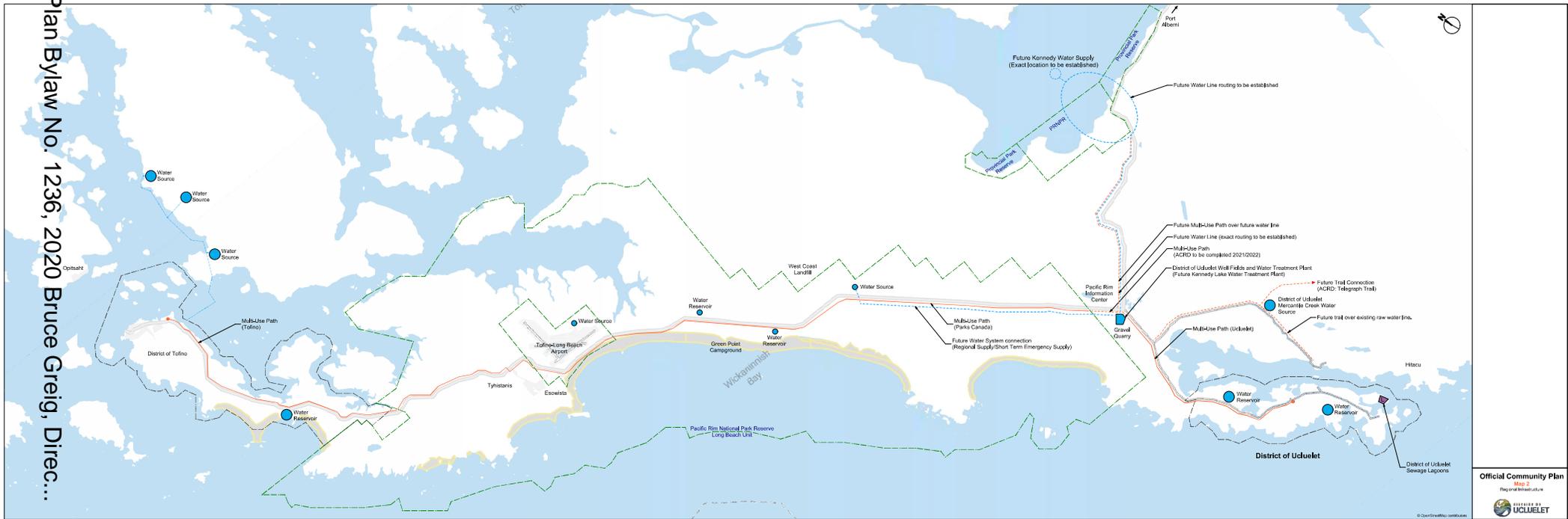
Date: February 2, 2021

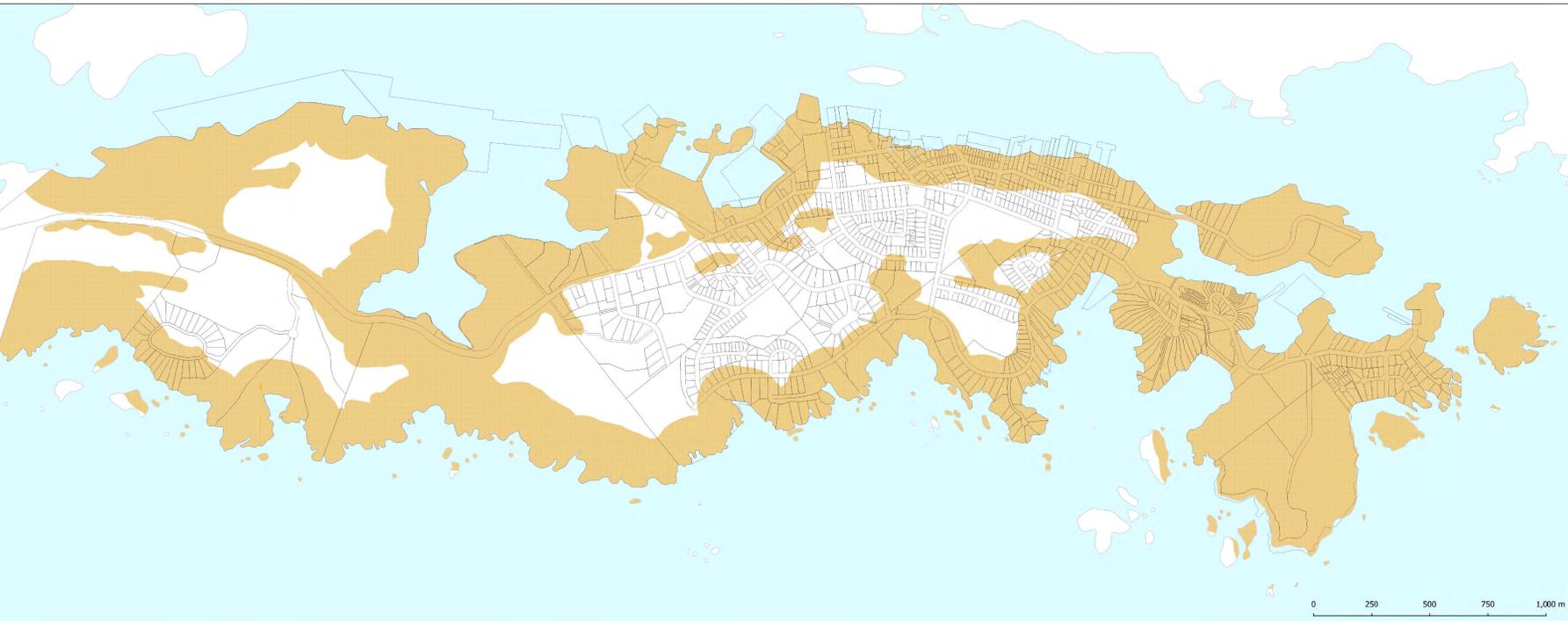
This map has been prepared for the use of the District of Ucluelet and may not be used, reproduced or relied upon by a third party except as agreed by the District of Ucluelet. The information depicted is for general reference only, accuracy cannot be guaranteed.

Map prepared by 



Official Community Plan
Map 1
Coastal Context
UCUELET






DISTRICT OF UCLUELET

Official Community Plan

Map 3
Archaeological & Cultural Potential

■ Areas of High Archaeological and Cultural Potential

Areas of highest archaeological and cultural potential include the native forest, lands 150m inward from the natural boundary of the sea, and stands of trees which may contain old growth. Part of the District's heritage includes archaeological sites—the physical evidence of how and where people lived in the past. For 95% of the time people have lived in this area, no written records were made. Archaeological sites, old traditions and continued cultural practices connect to the rich history extending back many thousands of years. The South Peninsula as well as much of the island territory contains numerous recorded archaeological sites and has the potential to contain more. The Province protects these sites, whether known or concealed, through the Heritage Conservation Act. This protection applies to both private and Crown land and means that you must have a provincial heritage permits investigator, alter or develop within an archaeological site.

Archaeological site markers are not identified in this plan due to their sensitivity. However, areas shown here have significant potential to contain unknown archaeological sites that are protected under the Heritage Conservation Act. For more information contact the BC Archaeology Branch.

Date: February 2, 2021
The information depicted is for general reference only and is based on available sources. The District of Ucluelet assumes no liability for the accuracy of base mapping information. Ground truthing on individual properties should be undertaken by qualified professionals prior to development planning.

Preparing prepared by 

Notes to Users:

- This map was prepared to accompany the District of Ucluelet Coastal Flood Mapping report (Ebbwater Consulting Inc. and Cascadia Coast Research Ltd., 2020) and is intended for the purposes set out in that report only. See the report for further details on the methodology, results, and limitations.
- Flood water levels were developed using a 0.5% AEP flood and 1.0 m freeboard (FRL) to represent future flood levels. This is based on guidelines from Ausenco Sandwell (2011). Each value is subject to change and may need to be reassessed in the future.
- A 0.6 m freeboard allowance is included in flood construction levels (FCL) in accordance with Ausenco Sandwell (2011).
- The Flood Construction Levels (FCL) have been divided into zones based on similar flood level values (FCL values are given relative to CGVD 2013).
- The colored zone polygons show flood hazard extent areas as defined by the indicated FCL.
- FCLs were developed for the maritime District of Ucluelet (DOU) and Francis Island.
- The FCLs represent a specific planning level as defined by Ausenco Sandwell (2011). This map should not be interpreted to mean that flooding will be limited to the FCLs indicated for each zone on the map.
- Additional FCLs presented in this map should be done in accordance with current policy and regulations by a suitably qualified person.
- The extreme variability of the western (outer) coastline means that care should be taken in interpreting these FCLs for specific sites. Properties with steep forebays are subject to more wave run-up and experience higher flood levels.

Limitations:

- The accuracy of the presented FCLs is limited by available data and modeling techniques. The FCLs are based on 1D cross-shore transects. They have been simplified by merging areas of similar transects for clarity. Please refer to the report for a detailed discussion of this.
- The accuracy of the flood hazard extent is limited by the accuracy of the survey and mapping data. The flood hazard extents were established on the ground by legal survey.
- This map was prepared by Ebbwater Consulting Inc. using generally accepted best practice and guidelines for the province of British Columbia. However, flooding may still occur outside the defined flood hazard boundaries, and Ebbwater Consulting Inc. and Cascadia Coast Research Ltd. do not assume any liability by reason of this map to delineate flood hazard areas on this map.
- The flood levels and levels shown on this map are to provide an assessment of current and future flooding to help inform decisions on land use policy. Under the provisions of the Local Government Act and S.O.A., these flood extents only take effect when adopted by law or implemented via another planning tool (such as a zoning bylaw or development agreement). They therefore do not currently have any legal or planning standing.
- Base map and parcel layers were provided by different data owners and are subject to differences.

Data Sources:

- Flood Construction Reference Plane (FCRP) values were provided by Cascadia Coast Research Ltd.
- Water levels were interpolated from a limited number of transects to derive bathymetry.
- Digital Elevation Model (DEM) was created based on LIDAR data surveyed and obtained from the DOU.
- Mapping templates and Land Parcels were received from the DOU.
- Base map was based on CARTO's Postmon, created using OpenStreetMap data - openstreetmap.org (© OpenStreetMap contributors; cartography license CC BY-SA).

References:

- Ebbwater Consulting Inc. and Cascadia Coast Research Ltd. (2020). District of Ucluelet Coastal Flood Mapping (Final Report).
- Ausenco Sandwell (2011). Climate Change Adaptation Guidelines for Sea Level Rise: Coastal Flood Hazard Land Use - Guidelines for Management of Coastal Flood Hazard Land Use. Prepared for the British Columbia Ministry of Environment.





DISTRICT OF UCLUELET



Coastal Flood Mapping

Coastal Storm Flood Planning Support Map 3/5
Flood Construction Level - Zones for Rare Event (Future)
 0.5% AEP, 1 m FRL, with 0.6 m freeboard

Flood Construction Level (CGVD 2013, m)

4.0 - 6.0
6.0 - 8.0
8.0 - 10.0
10.0 - 12.0
12.0 +

Land Parcels
 Flood Hazard Boundary

Official Community Plan
 Map 4
 Coastal Storm Flood Planning Support Map 3/5
 PREPARED BY UCLUELET

Date Created: June 26, 2020
 Map Scale: 1:1,000
 Coordinate System: NAD83, UTM 10N
 Vertical Datum: CGVD 2013

Stamp provided in original version



Notes to Users

- This map was prepared to accompany the District of Ucluelet Coastal Flood Mapping report (EBBwater Consulting Inc. and Cascadia Coast Research Ltd., 2020) and is intended for the purposes set out in that report only. See the report for further details on methodology, results and limitations.
- Flood depth and velocity layers were determined based on a simulation of tsunami waves generated by a modeled rupture (Coley and Gao 2016; Gao et al., 2016).
- Water levels were conservatively assumed a tide equal to higher high water (HHW) (HHW) equal to 2 m at Ucluelet, and 1 m of residual sea level rise (RSLR), to provide results for a potential worst-case.
- Based on guidelines for the management of coastal flood hazard based on the Science Based (2011), 1 m of sea level rise (SLR) approximately corresponds to the year 2100. However, there may be significant uncertainty in future climate projections and it may be necessary to reassess in the future.
- Flood depth, duration and thresholds are based on ADR Guidelines for Disaster Resilience (2017).

Limitations

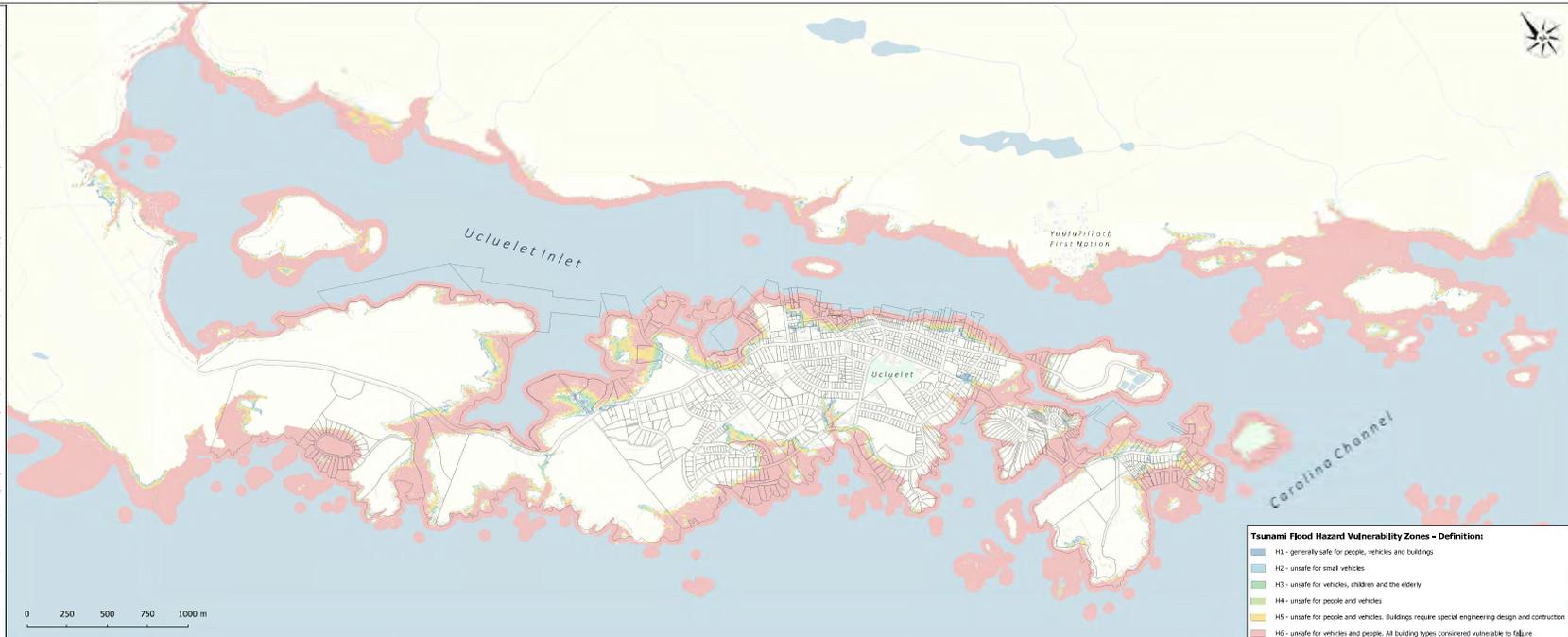
- The accuracy of the presented tsunami flood hazard vulnerability zones is limited by available data and the modeling approach used. Users refer to the report for detailed data and model limitations.
- This map shows results for one possible tsunami wave (based on rupture type and source). Flood characteristics and associated consequences could vary based on different tsunamis.
- The accuracy of the tsunami flood hazard vulnerability zones is limited by the accuracy of the base mapping data and data. The flood hazard limits were not established on the ground by any survey.
- No field data was used for the province for mapping of tsunamis. This map was produced by EBBwater Consulting Inc. and Cascadia Coast Research Ltd. using guidance documents and approaches identified from a literature review of other similar studies. EBBwater Consulting Inc. and Cascadia Coast Research Ltd. do not assume any liability for reasons of the failure of the flood hazard areas shown on this map.
- The tsunami flood hazard vulnerability zones shown on this map are for planning purposes only. They are not intended to be used for any decisions on future land use policy. Under the provisions of the Local Government Act (2009), these flood hazard maps are not intended to be used for any other planning tool (such as a development permit or zoning bylaw). They therefore do not currently have any legal effect.
- Flood depth and velocity layers are presented for all areas inland of the coastal shoreline layer (as provided by the District of Ucluelet (2013)), including a small buffer to ensure all exposed areas are captured.
- Base map land parcels were provided by different data owners and may be subject to differences.

Data Sources

- Tsunami depth and velocities were provided by Cascadia Coast Research Ltd.
- Mapping of tsunamis, shoreline layer, and Land Parcels were provided by EBBwater Consulting Inc.
- Base map was based on CARTO's Position, created using demarcation data - openstreetmap.org (© OpenStreetMap contributors, cartography license CC BY-SA).

References

- EBBwater Consulting Inc. and Cascadia Coast Research Ltd. (2020). District of Ucluelet Coastal Flood Mapping (Final Report).
- Australian Government (2011). Climate Change Adaptation Guidelines for the Management of Coastal Flood Hazard Land Use. Prepared for the Australian Government Department of Environment.
- ADR (2017). Australian Disaster Resilience Guidelines 7.3 Flood. Australian Institute for Disaster Resilience, Australian Government Attorney General's Department. <https://disres.gov.au/10200openrmi1479/>
- Gao et al. (2016). Nat. Haz. (2016) 94:445-460.



Tsunami Flood Hazard Vulnerability Zones - Definitions:

- H1 - generally safe for people, vehicles and buildings
- H2 - unsafe for small vehicles
- H3 - unsafe for vehicles, children and the elderly
- H4 - unsafe for people and vehicles
- H5 - unsafe for people and vehicles. Buildings require special engineering design and construction
- H6 - unsafe for vehicles and people. All building types considered vulnerable to failure

DISTRICT OF UCLUELET

Coastal Flood Mapping

Tsunami Flood Planning Support Map 6/6
Tsunami Flood Hazard Vulnerability Zones - Splay Faulting Rupture (Future) G2018-S4 model, 1 m RSLR

Legend:
 Land Parcels
Tsunami Flood Hazard Vulnerability Zones
 H1
 H2
 H3
 H4
 H5
 H6

Official Community Plan
 Map 6
 Coastal Flood Planning Support Map 6/6
 DISTRICT OF UCLUELET

Stamp provided in original version

Date Created: June 26, 2020
 Map Scale: 1:12,500
 Coordinate System: NAD83, UTM 10N
 Vertical Datum: CGVD 2013

CASCADIA COAST RESEARCH LTD. ebbwater

Notes to Users

- This map was designed to accompany the District of Ucluelet Coastal Flood Mapping report (Ebbwater Consulting Inc. and Cascadia Coast Research Ltd. 2020) and is intended for the purposes set out in that report only. See the report for further details on the methodology and limitations.
- The tsunami surge elevation was developed based on the highest of the simulated tsunami (tsunami) elevations (considering rupture from Gao et al., (2018)) for a 1 m relative sea level rise (RSLR). The extent of the tsunami planing level of 18 m (without safety factor) are shown on the map.
- Water level conservatively assume a 2 m subsidence, a tide equal to the high water surge side (HWST), equal to 2 m at Ucluelet, and 1 m of relative sea level rise (RSLR), to assess results for a potential future flood event.
- Based on research for the management of coastal flood hazard (Aisencio Sandwell 2011), 1 m of sea level rise is conservatively assumed to correspond to the year 2050. However, this time period is subject to changes in climate projections and is likely to require reassessment in the future.

Limitations

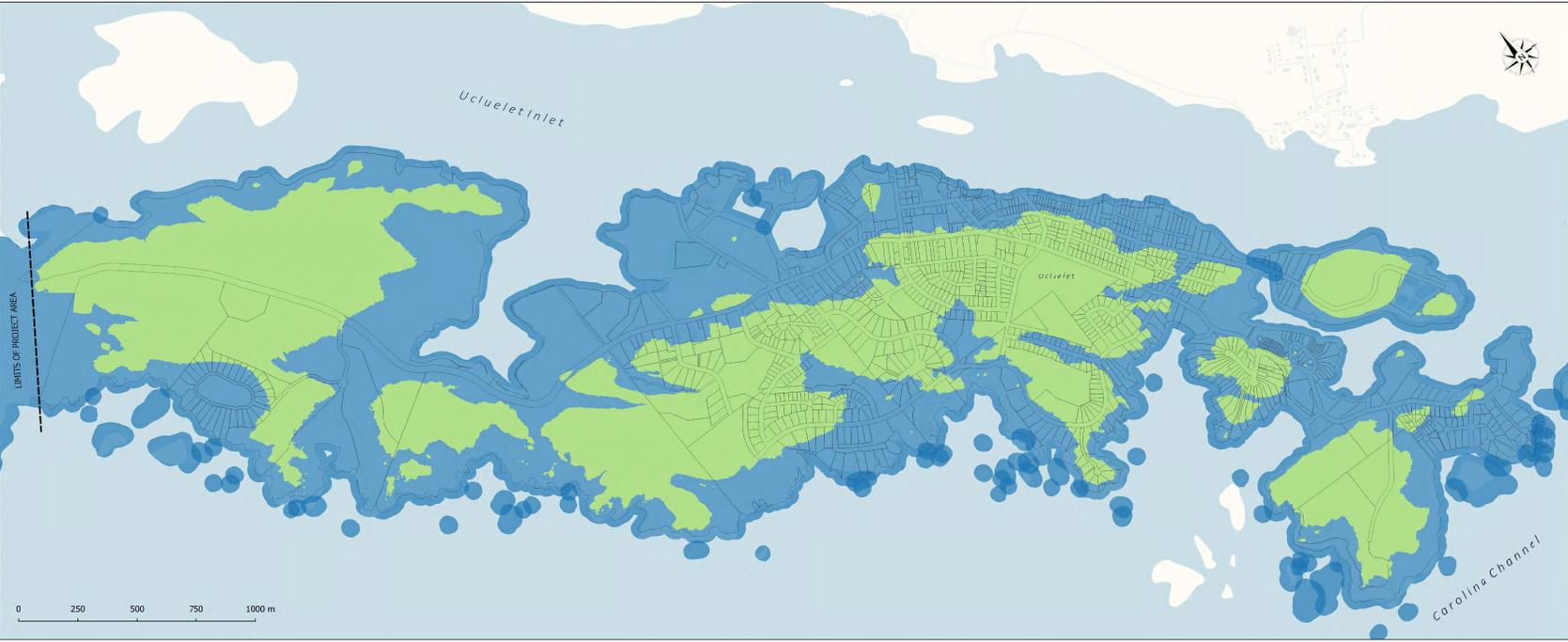
- The accuracy of the presented tsunami flood planning level is limited by available data and the modeling approach used. Please refer to the report for detailed discussion of these limitations.
- This map shows results for one possible tsunami wave (tsunami) rupture type and source. Flood characteristics and associated responses could vary based on different tsunamis.
- The accuracy of the tsunami flood planning level extent is limited by the accuracy of the base mapping data and DEM. The flood planning limits were not established on the ground by field survey.
- No formal guidelines exist for the province for mapping of tsunami flood planning level extents shown on this map are to be used for future decisions on future land use policy. Under the provisions of the Local Government Act (2009), there may only take effect when adopted by bylaw or resolution via another planning tool (such as a development agreement). They therefore do not currently have any legal or planning standing.
- Flood planning level extents are presented for all areas landward of the coastal stormline layer (as provided by the District of Ucluelet (DOU)), including a small buffer to ensure all exposed areas are captured.
- Base mapping and point layers were provided by different data owners and are subject to differences.

Data Sources

- Tsunami forecasts were provided by Cascadia Coast Research Ltd.
- Residential, Commercial, Shoreline layer, and Land Parcels were received from the DOU.
- Base layer was based on CARTO's Position, created using derivative data from OpenStreetMap data - openstreetmap.org (© OpenStreetMap contributors; cartography license CC BY-SA).

References

- Ebbwater Consulting Inc. and Cascadia Coast Research Ltd. (2020) District of Ucluelet Coastal Flood Mapping Final Report.
- Aisencio Sandwell (2011). Climate Change Adaptation Guidelines for the Management of Coastal Flood Hazard Land Use. Guidance provided for the British Columbia Ministry of Environment.
- Gao et al. (2018). Nat. Haz. (2018) 94:445–469.





DISTRICT OF UCLUELET



Coastal Flood Mapping
Tsunami

Tsunami Flood Planning Support
Map 2 / 6
Tsunami Flood Planning Level – Splay
Faulting Rupture (No Safety Factor)
G2018-S-A model, 1 m RSLR

Land Parcels

Tsunami Flood Planning Level:

- Areas below 18 m CGVD 2013
- Areas at or above 18 m CGVD 2013

Official Community Plan

Map 6
District of Ucluelet
Tsunami Flood
Planning Support Map 6-6
DISTRICT OF UCLUELET

Stamp provided in original version

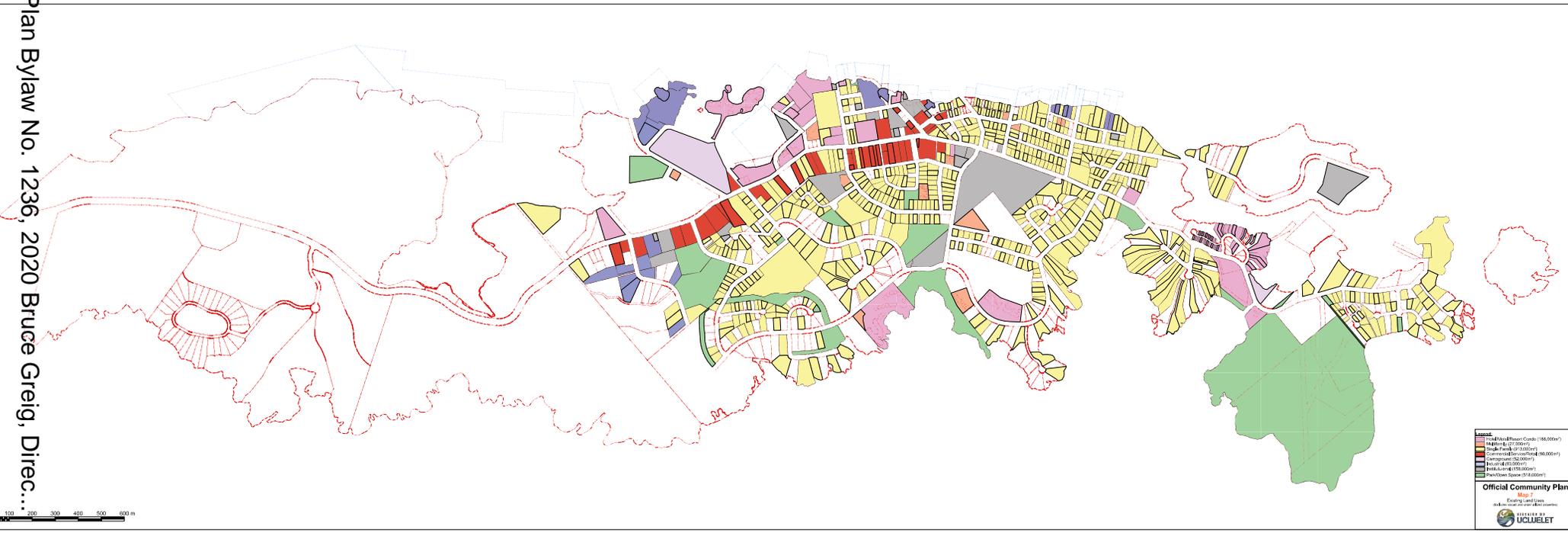
Date Created:
June 26, 2020

Map Scale:
1:10,000

Coordinate System:
NAD83, UTM 10N

Vertical Datum:
CGVD 2013





Official Community Plan

MAP 5
Environmental
Base Information

- Eel grass
- Wetland
- Parcel Boundaries
- Contours (9m)
- Stream

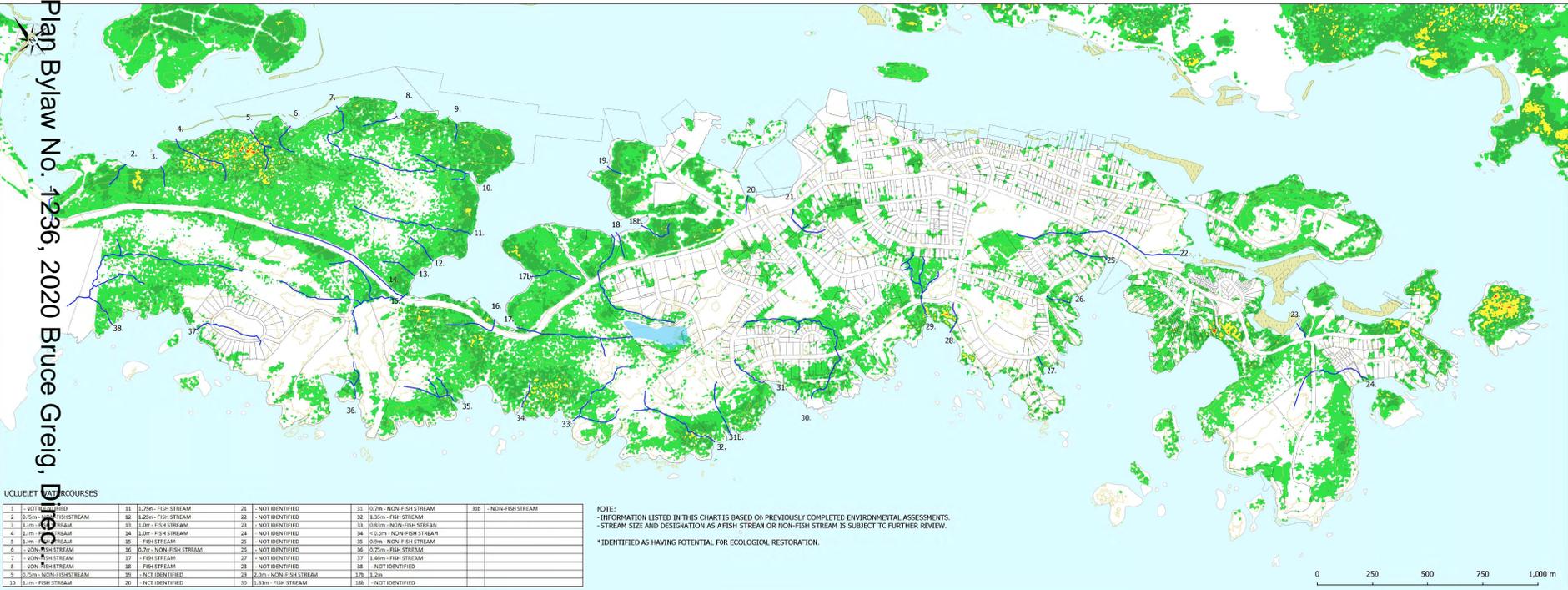
- Tree Canopy - Height (m)**
- 10 - 23
 - 20 - 33
 - 30 - 43
 - 40 - 53
 - Over 50

This map shows environmental features based on best available information, and is not a substitute for the investigation by qualified professionals. For information on environmental Development Permit Areas refer to Schedule E.

Date: February 17, 2021

The information reported is for general reference only and is based on available sources. The District of Ucluelet assumes no liability for the accuracy of base mapping information; ground truthing on individual properties should be undertaken by qualified professionals prior to development planning.

Prepared by



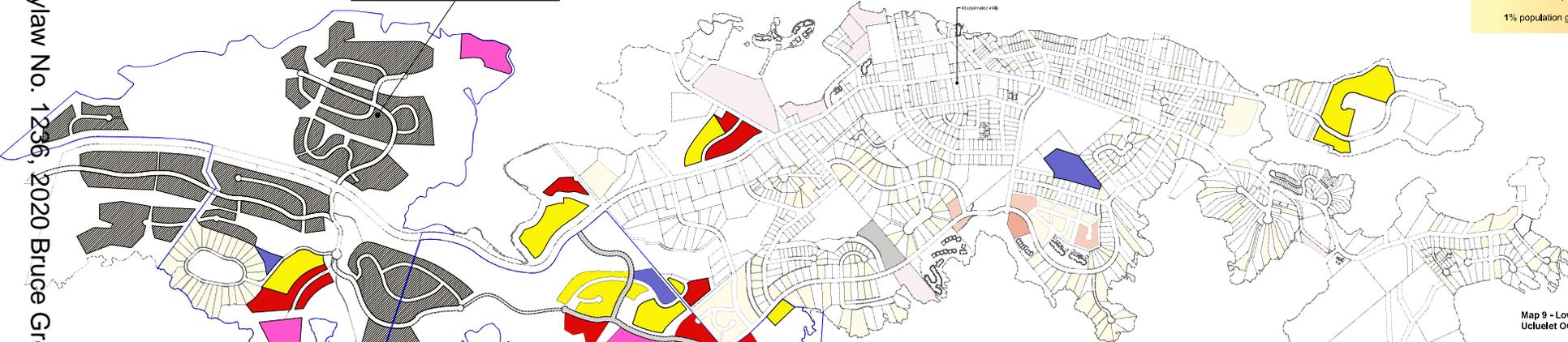
UCLUELET WATER COURSES				
1 - NOT IDENTIFIED	11 1.75m - FISH STREAM	21 - NOT IDENTIFIED	31 0.2m - NON-FISH STREAM	31b - NON-FISH STREAM
2 0.5m - FISH STREAM	12 1.25m - FISH STREAM	22 - NOT IDENTIFIED	32 1.35m - FISH STREAM	
3 1.0m - FISH STREAM	13 1.0m - FISH STREAM	23 - NOT IDENTIFIED	33 0.85m - NON-FISH STREAM	
4 1.0m - FISH STREAM	14 1.0m - FISH STREAM	24 - NOT IDENTIFIED	34 0.5m - NON-FISH STREAM	
5 1.0m - FISH STREAM	15 - FISH STREAM	25 - NOT IDENTIFIED	35 0.5m - NON-FISH STREAM	
6 - NON-FISH STREAM	16 0.7m - NON-FISH STREAM	26 - NOT IDENTIFIED	36 0.5m - FISH STREAM	
7 - NON-FISH STREAM	17 - FISH STREAM	27 - NOT IDENTIFIED	37 1.45m - FISH STREAM	
8 - NON-FISH STREAM	18 - FISH STREAM	28 - NOT IDENTIFIED	38 - NOT IDENTIFIED	
9 0.7m - NON-FISH STREAM	19 - NOT IDENTIFIED	29 2.0m - NON-FISH STREAM	37b 1.4m	
10 1.0m - FISH STREAM	20 - NOT IDENTIFIED	30 1.33m - FISH STREAM	38b - NOT IDENTIFIED	

NOTE:
 - INFORMATION LISTED IN THIS CHART IS BASED ON PREVIOUSLY COMPLETED ENVIRONMENTAL ASSESSMENTS.
 - STREAM SIZE AND DESIGNATION AS A FISH STREAM OR NON-FISH STREAM IS SUBJECT TO FURTHER REVIEW.
 * IDENTIFIED AS HAVING POTENTIAL FOR ECOLOGICAL RESTORATION.

Future Potential Growth Area
 An area within the scope of the OCP, areas identified as "Future Potential Growth" may be designated for re-zoning with the intent of the OCP. The OCP does not provide a final land use plan. The public may request that development of this type be allowed to proceed in the future. Such areas could be considered for development either as a result of a rezoning or as a result of a rezoning. An area designated as "Future Potential Growth" is not a final land use plan. It is a policy area that should be reviewed by the public to determine if it is consistent with the OCP. This is a policy area that should be reviewed by the public to determine if it is consistent with the OCP.

Low(ish) Growth (minus new B&B)
 60% Residential 40% Tourist Accommodation
 2050 Population = 2,600
 1% population growth over 30 years

Map 9 - Low(ish) Growth Scenario
 Ucluelet OCP Bylaw No. 1236, 2020



26 SFD
 13 ADU
 05 MF
 13 AH
 82 TA

Total Former Forest Reserve Lands:
 98 SFD 800m² average lot size "comparable to Victoria Dr."
 49 ADU Part of the SFD lots listed above
 205 MF 400m² average lot area per unit "comparable to the Ridge complex"
 46 AH 400m² average lot area per unit
 152 TA 400m² average lot area per unit

72 SFD
 36 ADU
 120 MF
 33 AH
 70 TA

178 SFD
 88 ADU
 207 MF
 88 AH
 183 TA

Unit Count Estimations:
Residential
 180 Vacant Single Family Dwelling Lots
 276 New Single Family Dwelling Lots
 138 Aux. Residential Dwelling (assume 50% of new SFD include ARDU)
 134 Affordable Housing Units
 412 Multi-Family Dwellings
 1,140 Total New Residential Dwellings
Tourist Accommodation
 338 Tourist Accommodation Units (low tourist accom. growth LUGS table 13, p.39)
 335 Total New Tourist Accommodation

Low (ish) Growth Scenario
2,150 Total Residential Dwellings including 1010 dwellings in place today.
1,150 Total Tourist Accommodations including 815 units in place today.
 (+ 2.6 Black Rock hotel equivalents)

Note:
 These growth projections are, by necessity, based on a number of assumptions - see Appendix for discussion of source data and methodology.
 These illustrations are a starting point for community discussion, showing possible outcomes from policy changes.

- Single Family Dwelling
- Multi-Family Dwelling
- Tourist Accommodation
- Affordable Housing
- Future Potential Growth (see note)

Part Six: Implementation

Implementation

As noted in Part 1, this OCP takes a 30-year view, looking ahead to how the community of Ucluelet will evolve to the year 2050 and beyond.

An Official Community Plan is a statement of objectives and policies adopted by a local government to guide decisions on land use planning, land use management and municipal operations within the area covered by the plan.

The OCP sets out a road map for the community, to let everyone know where we're headed in the long term. The timing of individual actions and steps to implement any area of the OCP depend on future budget discussions, decisions and priorities of the community's elected Council.

Written in 2020, this plan is a complete policy document to guide the community at this point in time, but also acknowledges specific areas where further work is necessary to adjust or more clearly define the community direction and priorities.

The following work, some of which is already underway (or budgeted and scheduled), will allow the District to update this plan in the near future to provide a true "2020" vision:

- further conversation with indigenous communities;
- priority housing actions including a housing needs assessment;
- incorporating the results of a long-term land use demand study;
- review and refinement of environmental development permit areas;
- consideration of a floodplain bylaw to clarify expectations for flood construction levels;

- completion of the sewer master plan;
- completion of an integrated stormwater management plan;
- implementing asset management program;
- development of a community monitoring and reporting process

It is anticipated that the further work noted above could result in specific amendments to this OCP (e.g., adoption of new and updated mapping). The OCP is a living document and such amendments should be seen as a healthy function for an engaged community. It is generally recommended that a community review and update its OCP every five to ten years.

Monitoring

Implementation and monitoring are critical elements to realizing the goals of an Official Community Plan over the duration of the plan.

A regular monitoring process will also benefit future updates to the OCP.

Objective 6A Ensure the OCP is implemented in a timely manner consistent with the goals, objectives and policies identified herein.

Objective 6B Monitor the plan and identify any shortcomings or amendments required to address community-endorsed changes or needs.

Policy 6.1 Develop a process for monitoring and reporting progress on the OCP which dovetails with the excellent work of the Clayoquot Biosphere Trust in producing their regular Vital Signs report.

Climate Action Monitoring

The District's Annual Reporting will include a section on Climate and Energy, which will include progress updates on actions and indicators in the 2019 Climate Action Plan.

The District will track and report on the 2030 greenhouse gas emissions reduction target of 40% by 2030 based on 2007 levels, and also report on additional indicators identified in the Climate Action Plan.

Relationship to Other Plans

The OCP builds on and references a number of other plans. More detailed background, discussion and analysis can be found in these plans. The primary recommendations from these inform the policy statements adopted in this OCP.

- Transportation Plan (2011)
- Economic Development Strategy (2012)
- Harbour Plan (2012)
- Parks and Recreation Master Plan (updated 2013)
- Traffic Control Review (2013)
- Age-Friendly Action Plan (2016)
- Economic Development Strategy Update (2017)
- Clean Energy for the Safe Harbour – District of Ucluelet 100% Renewable Energy Plan (2019)
- Community Climate Change Adaptation Plan (2020)

In turn, the direction set by the OCP influences a number of bylaws enacted by Council. Adoption of a new or updated OCP is a good catalyst for reviewing and if necessary updating regulatory bylaws of the municipality. This OCP may influence minor, or in some cases significant, amendments or replacement to bylaws such as:

- Annual Budget and 5-year Financial Plan
- Council Procedures Bylaw
- Zoning Bylaw
- Development Application Procedures Bylaw
- Development Cost Charges Bylaw
- Subdivision and Development Servicing Standards Bylaw

A number of these bylaws are long in the tooth, and their review and update is supported by the policies in this OCP. The

process, timing and prioritization of this work will be the subject of strategic planning by Council and annual budget decisions.

Regional Context

The Alberni Clayoquot Regional District has not adopted a Regional Growth Strategy. A Regional Context Statement is therefore not required as part of the municipal OCP.

Nevertheless, the municipality is fortunate to have a history of strong working relationships with nearby jurisdictions and will benefit from even greater cooperation in the future. Developing a local Regional Context Statement would provide an opportunity for continued dialogue and a clear statement of expectations among neighbours.

The west coast has experienced rapid visitor growth and change in recent years. Acknowledging that the entire west coast sub-region overlaps the traditional territories of Nuu-Chah-Nulth peoples and nations, a co-developed regional strategy for sustainable development will include consideration of:

- environmental resilience and diversity
- social and cultural resilience for both indigenous and non-indigenous members of the community
- carrying capacity
- equity and opportunities for the economic development aspirations of both indigenous and non-indigenous communities

This may mean throttling back on the amount, and/or adjusting the types, of development within the municipal boundaries of Ucluelet and Tofino. At the same time the benefits of keeping towns compact can include reduced impact on the environment,

efficient service delivery, and achieving the “critical mass” that can increase community energy, interactions and character. Developing a strategy to meet the needs of the environment and the aspirations of all communities will be a balancing act.

This OCP incorporates, as a starting point, plans and policies directing a slower, lower approach to growth and development - appropriate to the current context in the west coast region. Map 9 shows the “Low(ish) Growth Scenario” analysis which informed the plan.

Objective 6C Consider municipal matters in the context of the whole west coast subregion and be a good neighbour to the communities of Tofino, First Nations, the Pacific Rim National Park Reserve and ACRD Electoral Area “C”.

Policy 6.2 In consultation with neighbouring jurisdictions, develop and adopt a Regional Context Statement for Ucluelet to further define the long-term role of the community within the west coast subregion.

Policy 6.3 In partnership with all neighbouring jurisdictions, develop a regional strategy for sustainable development of the west coast to meet the needs of the community and protect the ecology of this special place.

Policy 6.4 Call on the ACRD to implement the policies of the adopted South Long Beach (Area C) Official Community Plan Bylaw No. P1166, 2007, to maintain the environmental values and rural character expressed in the plan.

Policy 6.5 Explore with the ACRD options for expanded services for the west coast including the role of regional planning and regional parks to meet the needs of local communities and visitors.

Development Permit (DP) Area Designations and Guidelines

Authority

Section 488(1) of the *Local Government Act* allows local governments to designate Development Permit Areas (DPAs) for one or more of the following purposes:

- a) protection of the natural environment, its ecosystems and biological diversity;
- b) protection of development from hazardous conditions;
- c) protection of farming;
- d) revitalization of an area in which a commercial use is permitted;
- e) establishment of objectives for the form and character of intensive residential development;
- f) establishment of objectives for the form and character of commercial, industrial or multi-family residential development;
- g) in relation to an area in a resort region, establishment of objectives for the form and character of development in the resort region;
- h) establishment of objectives to promote energy conservation;
- i) establishment of objectives to promote water conservation;
- j) establishment of objectives to promote the reduction of greenhouse gas emissions.

The **form and character** DPAs, the locations of which are identified on Schedule F, are:

- Village Square (DPA I)
- Peninsula Road (DPA II)
- Industrial (DPA III)

In addition, all lands within the boundaries of Ucluelet are designated as a Development Permit Area for the regulation of form and character when being developed for:

- Multi-Family, Commercial & Mixed-Use (DPA IV)

The **environmental** DPAs, the locations of which are identified on Schedule E, are:

- Terrestrial (Mature Forest) (DPA V)
- Streams and Riparian Areas (DPA VI)
- Marine Shorelines (DPA VII)

The **hazardous conditions** DPAs, the approximate locations of which are identified on Schedule G, are:

- Steep Slopes (DPA VIII)

DPA General Guidelines

The following General Guidelines apply to DPAs:

Guideline 1 Where land is subject to more than one DPA designation, only a single development permit is required and only one permit fee will be charged. However, the application is subject to the requirements of all applicable DPAs.

Guideline 2 On existing lots that meet or are less than minimum lot area standards, the location of which limits the opportunity to fully meet development permit requirements, the development permit guidelines should be addressed to the fullest extent within the constraints of the site and lot.

Guideline 3 The District may consider issuing a development permit to supplement a bylaw or to set standards in accordance with Section 490 of the *LGA*.

Form and Character Development Permit Areas

Objective: to guide the development of a pedestrian-oriented, compact and vibrant town which maintains its coastal village character and does the following: protect important public views, create buildings at a scale which is comfortable and inviting to pedestrians, reflect and adapt to the climate and coastal weather, and acknowledge the heritage of Ucluelet.

Designation: the following Development Permit Areas (DPAs) are designated under section 488 of the *Local Government Act* to

control the form and character of the built environment within Ucluelet, to guide commercial, industrial and multi-family residential development, and development in the resort region.

The following Development Permit Areas are identified on Schedule F, Form and Character Development Permit Areas map:

- Village Square (DPA I)
- Peninsula Road (DPA II)
- Industrial (DPA III)

In addition, all lands within the boundaries of Ucluelet are designated as a Development Permit Area for the regulation of form and character when being developed for:

- Multi-Family / Commercial / Mixed-Use (DPA IV)

Development Permit Area Guidelines specify the District's objectives and regulations for each area. All developments within a designated Development Permit Area require a Development Permit to be issued by the District.

Development Permit Area Exemptions

The following are exempt from requiring a form and character Development Permit:

1. construction of a single-family dwelling unit on a property where single-family dwelling is a principal permitted use under the property's designation in the zoning bylaw.
2. development of Institutional buildings and uses - nevertheless these uses are encouraged to meet the intent of these guidelines;

3. public works undertaken or authorized by the District of Ucluelet, or provincial or federal agencies;
4. interior construction or renovations which do not affect the exterior form and character of a building;
5. renovations which do not impact the overall appearance of the exterior of a building. This would include repainting or refinishing, roof repair, replacement of windows and doors, replacement of exterior materials that comply with these guidelines, and replacement or addition of awnings. To clarify, building alterations such as the restoration or reconfiguration of a building's whole façade, or additions to the front of a building would require a Development Permit.
6. an addition to a principal building, provided that:
 - a. The value of the proposed construction is less than \$75,000; and
 - b. The proposed construction is located within a rear yard and conforms to the minimum setback requirements.
7. construction of an accessory building or structure provided that:
 - a. The value of the proposed construction is less than \$75,000; and
 - b. The proposed construction is located within a rear yard and conforms to the minimum setback requirements.
8. replacement or alteration of existing signs or canopies or the construction of new signs and canopies provided they are in full compliance with the Sign Bylaw or an existing Development Permit;
9. new landscaping and/or landscape maintenance which complies with these design guidelines; and,

10. construction, building improvements or site improvements associated with an approved temporary use permit.

General Guidelines applying to all Form and Character Development Permit Areas

All development applications need to meet the underlying objectives for the building design, landscape design, streetscape and signage (as applicable).

- F1. Building design, layout, finish and colour should be of a high quality that reflects traditional (e.g., fishing village) or contemporary West Coast architectural styles;
- F2. Larger development should be broken up into smaller components. The image of any new larger building should be as a grouping of smaller pieces. Break up building massing by articulated building faces, stepping back whole or partial upper floors, and landscaping to soften the building appearance and present a human-scale presence at the pedestrian level;
- F3. Building frontage design (any building elevation facing a public street) and associated public realm enhancement must create an attractive pedestrian environment. Considerations include:
 - Easily identifiable building entrances;
 - Narrow commercial storefronts; and
 - Concentrating signage at pedestrian eye level.



F4. Parking shall be located at the rear of lots, if possible, and screened from street view with either a structure or landscaping, or where feasible, below grade;

F5. Parking areas with more than 10 spaces should be broken into smaller groups, divided by landscaped areas and trees;

F6. Awnings, deep roof overhangs or colonnades should be incorporated into buildings to provide weather protection along sidewalks and at building entrances. These devices must be an integral part of the overall design;

F7. On corner sites, buildings must be designed with consideration for their visual prominence, potential function as landmarks and their ability to contain and define streets. Additionally, developments occurring at corner lots must consider their prominence within the streetscape hierarchy and include architectural detailing or massing which reflects this. All developments located at a corner must occupy that corner on both sides;

F8. The extensive use of blank walls, regardless of the material used, must be avoided. The visual impact of blank walls should be softened by using one or more of the following:

- Architectural details and/or articulated façade;
- Graphic or artistic illustration;
- Placement of doors and/or windows; and



- Public seating and/or planters integrated into the façade.

F9. Where adjoining properties have uses of different intensity (e.g. single family next to multi-family residential) or different types (e.g. residential next to commercial) an appropriate architectural, building and landscaping transition must be provided;

F10. Buildings should provide protection from rain (e.g. awnings, overhangs, canopies);

F11. The following exterior materials are encouraged:

- Wooden posts and beams with visible fastenings;
- Wood siding, planks, board-and-batten, shakes or shingles;
- Corrugated or standing-seam sheet metal;
- Weathering steel (e.g., Core-ten), aluminum, galvanized, zinc, copper or other non-reflective architectural metal elements,
- Finished concrete;
- Cementitious composite siding (e.g., Hardi-plank) when detailed to avoid large areas of flat panels; and,
- Limited use of brick or local stone.

F12. As part of the building vernacular, not only of Ucluelet but the BC coast in general, sloped roofs are indicative of the climate and weather of the region. Sloped roofs with an angle no less than 30 degrees (7:12 pitch) are strongly encouraged. Exceptions may be considered for flat or curved roofs for significant sites and landmark buildings displaying exceptional architectural design;



F13. Roof materials must be in keeping with the character of Ucluelet. This includes the use of cedar shake and shingle, asphalt roof tile, standing-seam or corrugated sheet metal.



F14. As a major contributor to the feel and character of the street, wood – particularly Red Cedar, is the preferred material for exterior cladding. The use of cedar shake or shingle applications is especially favoured. Cedar lap siding and vertical board-and-batten are also preferred.



F15. The use of vinyl siding, stucco, pebble dash or artificial stone is not supported.

F16. As signage contributes to the character and feel of the area, it should reflect the artistic, cultural and historical traditions of Ucluelet. Signage must complement the architecture of the development and be sized appropriately;



F17. Exterior illumination of signage (e.g., gooseneck fixtures) is encouraged;

F18. Carved or painted wooden signs and individual letters are encouraged;

F19. Interior-lit plastic sign panels are not supported;

F20. All exterior mechanical units or equipment, including roof top units, must be enclosed in a manner that is attractive and integrated with the overall design;

F21. Landscape plans submitted for a development permit shall illustrate type, size, and location of proposed planting, and shall detail all hard and soft landscaping elements to convey a comprehensive design for the site;

F22. Landscape planting schemes must provide definition and clarity within the public realm. Plant material should be used to:

- a. Define the edges of outdoor space such as a café seating area;
- b. Signify a particular spot such as an entrance or gateway;
- c. Highlight pedestrian corridors;
- d. Delineate private and semi-private space from public space;
- e. Beautify a streetscape; and,
- f. Soften the transition of adjacent land uses.



F23. Planting should be designed so that drivers' sight lines are maintained at intersections, maneuvering aisles and parking lots;

- F24. Native trees and plants should be used where appropriate;
- F25. All landscaping shall be provided in accordance with British Columbia Society of Landscape Architects /British Columbia Nursery Trade Association landscape standards;
- F26. When laying out new parking areas, integrate vegetated bioswales to collect and filter stormwater;
- F27. Hardscape materials must be of a "non-skid" type and of durable quality;
- F28. Building and site design shall take into account CPTED (Crime Prevention Through Environmental Design) principles;

- F29. Site design should show functional, screened areas for waste and recycling in appropriate wildlife-smart containers.
- F30. All developments shall respect archaeological resources and comply with all relevant statutes for the protection thereof;
- F31. When locating buildings allow space for the Wild Pacific Trail, Safe Harbour Trail and Harbour Walk within vegetated corridors along the coastline, as an integrated part of the design for properties located on the waterfront, as shown on Schedule 'C' Parks and Trails Network.
- F32. In order to preserve Ucluelet's dark skies, minimize impacts on adjacent land uses and avoid unnecessary impacts on nocturnal wildlife, outdoor lighting should be shielded so that all light is directed towards the ground.



Development Permit Area I (Village Square)

The Village Square Development Permit Area (DPA I) is established for the following purposes:

revitalizing an area in which commercial, multi-family and mixed uses are permitted; and,

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

The Village Square DP Area I corresponds to the area designated as Village Square in the Official Community Plan and generally surrounds Main Street, Cedar Road, Bay Street and the section of Peninsula Road in this vicinity, as shown on Schedule F; Development Permit Areas for Form and Character. The Village Square is the heart of the community, the site of the District municipal hall, Aquarium and Village Green. The square is Ucluelet’s main gathering and shopping destination. It is a compact area comprised of those lands within an approximate five-minute walk of Main Street and Peninsula Road. The Village Square has the community’s highest densities and built forms, yet is designed to respect public views and the community character.

The objectives which justify this designation include assisting in the revitalization of the Village Square and enhancing and creating form and character that befits the community’s core area. Ucluelet is designated a “resort municipality” under Provincial legislation, and seeks to distinguish itself from nearby Tofino and other resort regions through its distinctive location, historical development and local attributes, much of which is characterized by its core Village Square. The DPA guidelines are intended to strengthen a high quality and distinct character that celebrates the community’s history, culture, and natural landscape. A key strategy of the OCP is to create a vibrant and mixed-use Village Square by concentrating new retail,

service and office development in the area, complemented by specific residential uses.

Guidelines

In addition to the General Requirements for Form and Character DP Areas, the following apply within DP Area I:

- F.I.1. Maintaining views of the harbour from Peninsula Road and Main Street is critical. The height of new buildings in DPA I must be carefully considered, and the building mass designed to avoid blocking views of the water from the public streets.
- F.I.2. Assessed on a site-by-site basis, general views to the harbour are to be maintained along the shoreline and include those depicted in Figure DPA 1.1 and from the north side of Peninsula Road. This may be done through considerations in building massing and height in key locations;



Figure DPA I.1 Important Views - Inlet



boundaries;

- F.I.4. New developments should enhance and connect to the network of adjacent public open spaces, walkways and trails which connect and cross through the area;
- F.I.5. Properties fronting Peninsula Road and Main Street must be designed to create an eclectic, inviting and pedestrian-friendly streetscape by carefully considering scale, massing and character;
- F.I.6. New buildings should be sited close (e.g. 0 to 1.5m) to the property line fronting the street, with parking located to the side or rear. Covered porches, canopies or awnings are encouraged.
- F.I.7. Some variation in the location of the building frontage relative to neighbouring buildings is encouraged, which will preserve the sense of informality and allow for the creation of useful outdoor areas facing the street.
- F.I.8. Zero setbacks from side property lines is supported to create a continuous pedestrian streetscape. Gaps between buildings are to be minimized; therefore, avoid

F.I.3. Developments shall strive to create openness, connections, or views to the waterfront areas through open spaces or pathways. New development shall avoid impeding public access to the foreshore beyond private property

placing buildings in the middle of open cleared sites. Shared driveways accessing parking and service areas at the rear of buildings is encouraged.

- F.I.9. The block bound by Peninsula Road to the south, Cedar Road to the north, Main Street to the east and Bay Street to the west should be considered for its long-range redevelopment potential. This centrally located area is well positioned to become Ucluelet's core block, having strong connective qualities to other central areas. Situated between street-oriented development, a series of alleys should lead to an internal system of courtyard and mews type developments with a mix of uses clustered around groups of existing trees and central green. Pursue opportunities for connection and access in this area as the design of the Cedar Road parking lot / pedestrian hub is developed:



F.I.10. Improve the character of the streetscape adjacent to the existing Co-op Store by:

- Retain and enhance landscaping;
- Explore improved use of the plaza space for pedestrian and vehicle movements, and visual interest;
- Reduce the width of the existing driveway access;
- Screen adjacent parking area to the north; and
- Rethink the function and character of the lane on the east side of the property.

Development Permit Area II (Peninsula Road)

The Peninsula Road Development Permit Area (DPA II), as shown on Schedule C, is established for the purposes of:

- A. revitalizing an area in which commercial, multi-family and mixed uses are permitted; and,
- B. establishing objectives for the form and character of development in the resort region.

The objectives that justify this designation include:

- assisting in the revitalization of Peninsula Road as the gateway and main approach into Ucluelet;
- improving the form and character of the area and public realm as experienced on street and public pathways;
- maintaining and improving the views and experience of the Inner Harbour from public places, as a key landmark and focal point to the image of Ucluelet;

Special conditions that warrant these DPA guidelines include the emergence of tourism and its related services alongside the district's established but changing industrial edge. Efforts to beautify Ucluelet's main streets and associated public realm need not lose sight of the town's past industrial flavour, but should become more inviting and accessible.

The entrance to town on Peninsula Road and the nearby Inner Boat Basin is an area of concentrated tourist commercial development. This means the types of activities that occur here are attractive to tourists seeking a west-coast fishing village experience. This includes developments in the form of hotel/motel or vacation rentals, tourist facilities such as information centres, galleries and specialty retail stores, but also marine-related light industrial uses that are attractive to tourists such as commercial fishermen vending straight off the dock and boat building/repairs.

Successful marinas and related retail and commercial developments are natural draws for people. Ucluelet is in a strong position to capture the vitality of the waterfront by building welcoming places that evoke the character of coastal life.

Pedestrian connectivity along Peninsula Road and around the Inner Boat Basin to the rest of central Ucluelet and the Village Square is extremely important. Having easy walking access that is both obvious (way-finding) and attractive entices residents and visitors to stroll. This type of activity engages people to meet and is good for community spirit; but it is also good for the local economy as it brings people in contact with those businesses that rely on pedestrian traffic.

As a key focal point for the District's image, the form and character described above needs to translate to the area's architecture and associated landscape and public realm. Attractive quality design which evokes the natural beauty and history of Ucluelet must be sought to achieve cohesion and continuity throughout the Inner Boat Basin. Concentrating uses and offering attractive walking routes along the main roads and along the water's edge, is also greatly encouraged.

Development Permit Area guidelines exist to promote and manage these community-led aspirations to achieve developments of high quality and character.

Guidelines

In addition to the General Requirements for Form and Character DP Areas, the following apply within DP Area II:

- F.II.1. Views to the harbour from public streets, pathways and along the shoreline, generally shown on Figure DPA II.1, must be retained by adjusting building massing and height in key locations including the north side of Peninsula Road;





Figure DPA II.1 Important Views - Small Craft Harbour

F.II.2. A continuous pedestrian pathway should follow the shoreline, wherever possible, across the entire Inner Boat Basin. This pathway should continue through and connect to the Safe Harbour Trail and the Village Square.

F.II.3. Gaps between buildings are to be minimized; therefore, avoid placing buildings in the middle of open cleared sites. Shared driveways accessing parking and service areas at the rear of buildings is encouraged.

F.II.4. Buildings, structures and roads should be located to minimize alterations to treed areas and other environmentally sensitive areas;

F.II.5. Parking should be located at the rear of lots if possible and screened from street view with either a structure or landscaping, or where feasible, below grade;

F.II.6. Continuous accessible pedestrian sidewalks, planted boulevards and bicycle lanes should be provided along the length of Peninsula Road, on both sides, from Forbes Road to Marine Drive as shown on Schedules 'B' and 'C';

F.II.7. Street trees should be used along the entire length of Peninsula Road, on both sides, thereby creating a sense of enclosure and cohesion to the street;

Development Permit Area III (Industrial)

The Industrial Development Permit Area (DPA II), as shown on Schedule F, is established for the purposes of:

- A. revitalizing an area in which commercial and industrial uses are permitted; and,
- B. establishing objectives for the form and character of development in the resort region.

The objectives that justify this designation include:

- ensuring that light industrial uses do not detract from the form and character of the area or experience of the public realm in the community;
- ensure compatibility between commercial and light industrial land uses and activities in this area and adjacent parks, trails, residential and tourist commercial uses;
- maintaining and improving the views and experience of the working Harbour, and improve visibility so that people can experience and appreciate the activities of various marine industries safely from public places, as a key part of the image of Ucluelet;

Guidelines

In addition to the General Requirements for Form and Character DP Areas, the following apply within DP Area III:

- F.III.1. Monolithic structures and long expanses of blank walls facing the roadway should be avoided;
- F.III.2. Landscaped screening strips should be provided:
 - Along the property edge next to roadways;
 - Between parking areas, roadways and buildings;
 - Between different parking areas; and,
 - Between buildings and parking areas.
- F.III.3. Wildlife-proof garbage and recycling containers must be provided for all new developments;
- F.III.4. Support service structures such as loading bays, storage areas and waste bins should be located to minimize visibility from view of public roads and pathways and/or screened with walls, planting, solid wooden fencing or a combination;
- F.III.5. New industrial development should be accessed, wherever possible, from secondary roads;
- F.III.6. Transitions between light industrial areas and adjacent residential or tourist commercial properties should ensure privacy and avoid the impacts of noise and glare.
- F.III.7. New Marine Industrial development should incorporate sections of the Harbour Walk and Safe Harbour Trail. It is recognized that continuous pedestrian access along the waterfront will not be possible in every location, to ensure the safe operation of marine industries and access to vessels and machinery; where trails must divert away from the shoreline provide opportunities for viewing and include signage to explain marine activities, their history and economic importance.

Development Permit Area IV (Multi-Family, Commercial, and Mixed-Use)

The Multi-Family, Commercial, and Mixed-Use Development Permit Area (DPA IV) is established for the following purposes:

- A. revitalizing an area in which commercial, multi-family and mixed uses are permitted; and,
- B. establishing objectives for the form and character of development in the resort region.

The natural beauty and rich ecological qualities of this place are of utmost value to Ucluelet, its residents, and future generations. It is these qualities – beautiful, natural, and wild – which create the character residents cherish and people from afar come to experience. The District’s objective is to make every effort to preserve and enhance this experience. The *primary* character-giving qualities of the area are:

- The immediacy of the ocean and the marine environment;
- The presence of significant stands of forest, including old-growth;
- The sights, sounds and smells of a working harbour; and,
- The human-scale, walkable, funky and welcoming village atmosphere.

These qualities result in a real sense of a town inhabiting a coastal rainforest “on the edge”.

Two general multi-family residential typologies are anticipated:

Medium Scale – Ground oriented units usually having multiple floors and are attached by way of shared walls (e.g. duplex, triplex, terrace housing, townhouses);



Higher Scale – Units are a part of a larger multi-storied shared building (e.g. apartments), but may also include townhouses and coach houses.



Mixed-use developments, particularly including ground-floor commercial with housing behind and/or above, are also expected particularly along major roads and in the centre of town.

Objectives include ensuring that new multi-family areas are compatible and complementary in form and character to adjacent traditional single-family areas. It is important to establish suitable regulations to govern this transition. As these housing types expand in Ucluelet, sensitivity around issues such as scale, height, and style must be addressed. Generally, higher scale building forms are encouraged along major roads such as Peninsula Road, with medium scale building forms providing a transition to single-family areas.

Guidelines:

In addition to the General Requirements for Form and Character DP Areas, the following apply within DP Area IV:

- F.IV.1. All buildings, structures and additions thereto must be designed and coordinated in a comprehensive manner considering efficient site circulation, the relationship between buildings, visual impact and design compatibility with its context;
- F.IV.2. Sloped roofs, rather than flat roofs, are preferred;
- F.IV.3. Where internal roadways are required, they should provide efficient circulation, encourage appropriate speed through physical design, and the pedestrian realm should be clearly defined by using alternative materials, landscaping and physical design;
- F.IV.4. Buildings or groups of buildings placed adjacent to a public street must face that street (or streets), with each unit having its own individual and distinct front entry from the street. Excessive use of blank walls must be avoided;
- F.IV.5. Higher scale building forms may be located along Matterson Drive and Peninsula Road. Heights up to 12m (39 feet) may be permitted;



- F.IV.6. Medium scale building forms are preferred in other areas zoned for multi-family uses, to provide sensitive transitions to single family areas;
- F.IV.7. Where buildings are in very close proximity to the street or other public realm feature such as a pathway or courtyard, the finished floor level of that building should be raised by two feet as a minimum, to aid in privacy;
- F.IV.8. Garages and garage doors must not dominate the street-front façade of multi-family buildings. All attempts must be made to accommodate integrated parking at the side or rear of units. If garage doors *must* be placed at the front of a building, they should be well integrated and subtle in appearance;
- F.IV.9. Where visitor parking or common parking areas are required, small groupings of parking stalls interspersed with tree planting should be employed rather than 1 uninterrupted lot wherever possible. Native plants are preferred;
- F.IV.10. Parking areas that are visible from the street and/or adjacent to residential buildings should be screened by substantial landscaping.
- F.IV.11. A reasonable amount of common area must be included in all multi-family developments in the form of native landscaping, courtyards or the like;
- F.IV.12. Preserving as much of the natural shoreline condition as possible, as well as the forest and its underlying shrub layer is critical to maintaining the character of the

community. All development must recognise these values and strive to minimize the adverse effects on the natural environment development can often bring. The form and character of buildings should reflect the natural beauty of the area. This can be achieved through:



F.IV.13. The sensitive siting of buildings;

F.IV.14. Producing architectural designs that are naturally inspired; and,

F.IV.15. Using materials and building methods that are inherent to the area and its natural and man-made history.

F.IV.16. New development with areas of high ground in the



District should be designed to accommodate areas for evacuation in extraordinary cases of emergency. Access, parking areas and parks or other open space at the highest points should be designed with thought to how they could double as muster points, if needed;

F.IV.17. Clear-cutting forested sites is prohibited. Developments must present plans showing tree retention and measures to ensure protection of existing significant trees and shrubs, clearly delineated limits of disturbance during construction, along with new plantings. The plans shall show pre- and post-development conditions to

prevent over-cutting. Protection of adequate root zone buffers around retained trees shall be identified by a qualified professional and shown on the plans;

F.IV.18. Mature Western Red Cedar and Sitka Spruce must be identified by a qualified arborist and, where they are determined to be healthy, preserved;

F.IV.19. The siting of new buildings, extensions to existing buildings as well as campsites and roads etc., must work sensitively around established existing vegetation and must be located to minimize alterations to the foreshore and other environmentally sensitive areas. As part of the efforts to maintain and enhance the landscape character of the area, all efforts must be made to retain landscape and ecological integrity;



F.IV.20. Minimal blacktop and hardscape paving should be used for driveways and patio areas, particularly in front yards. Gravel or grass driveways and wood decks are preferred;



F.IV.21. Architectural form and character must be site-sensitive to both the physical environment, as well as to the qualities of natural beauty in the area. Buildings should work with the natural environment on all levels;

F.IV.22. All developments must provide robust visual buffers of parking, loading and service areas by way of retained and enhanced native vegetation along all boundaries. In the case of those boundaries fronting the road, reasonable efforts must be made to retain significant trees and shrubs between driveways;



F.IV.23. Wildlife-proof garbage and recycling containers must be provided for all new developments;

F.IV.24. All waste bins must located at the rear of buildings or screened from view of public roads and pathways with solid wooden fencing.

Environmental Development Permit Areas

Objective: to guide development and use land wisely to ensure that the most sensitive environmental features of a site are protected and ecological functions are not needlessly disturbed by development activities.

Designation: the following Development Permit Areas (DPAs), identified on Schedule E, Environmental Development Permit Areas map, are designated under section 488(1)(a) of the *Local Government Act* protection of the natural environment, its ecosystems and biological diversity):

- Terrestrial (Mature Forest) (DPA V)
- Streams and Riparian Areas (DPA VI)
- Marine Shorelines (DPA VII)

Development Permit Area Guidelines specify the District’s objectives and regulations for each area.

General Guidelines Applicable to all Environmental DPAs:

- E1. For all land lying within an Environmental DP area, an assessment of the site, its natural features and the development shall be undertaken and a report prepared by a Qualified Environmental Professional (QEP) shall be submitted with the DP application;
- E2. The QEP report must contain any records listed in the BC Conservation Data Centre and must include data obtained from a search of the Ministry of Environment’s BC Species and Ecosystems Explorer for the categories

“plants and animals” and “Ecological Communities” that includes all potential red listed, blue listed, and SARA listed species along with their Conservation Framework priority.

- E3. In cases of reporting after the fact due to managing emergency situations, the applicant shall provide an environmental report certified by a Qualified Environmental Professional (QEP), describing follow-up works to restore environmentally sensitive areas which were present prior to the emergency.
- E4. For all non-emergency circumstances, the applicant shall provide an environmental report certified by a Qualified Environmental Professional (QEP). The report must include:
 - a. A site plan certified by a B.C. Land Surveyor that locates:
 - i. the proposed development relative to DPA boundaries shown on Schedule E and property lines;
 - ii. the environmental sensitive areas as defined under the general definitions and any other significant or rare species or species assemblages found in the DPA as identified by the QEP;
 - iii. the applicable buffer or setback recommended by the QEP to separate the proposed development from the environmentally sensitive feature.
 - b. For activity or construction within the stream channel, documentation of Provincial and Federal approval, with supporting technical reports.

- E5. If the QEP report identifies environmentally sensitive areas (ESAs) not shown on Schedule E, then the applicant and the District shall treat those values as if they are shown on Schedule E for the purposes of applying requirements of the more specific environmental DPAs.
- E6. If the QEP report confirms that an environmental value relating to a DPA shown on Schedule E is not present or does not affect the subject property, then the applicant and the District shall treat the property as though it is not in the applicable DPA. This includes the case where a QEP determines that there is a physical barrier between the environmental feature and the subject property that creates a functional separation between the two.
- E7. Clustering of density is encouraged as a means for preserving environmentally sensitive areas.
- E8. For all projects that involve development within an ESA, the District shall require the applicant to post security at 125% of the cost of protection and/or restoration works.
- E9. The District may, as part of the development permit, vary the setback requirements from an ESA where it can be demonstrated in a less than desirable existing situation that a “net positive improvement” for fish or wildlife habitat will result, or, in a more desirable existing situation that “no net loss” will result, subject to municipal, Provincial and or Federal agency review and comment. Any reduction of setback distances within an ESA shall occur in accordance with the findings and recommendations of the technical/environmental report.

Development Permit Area Exemptions

The following are exempt from requiring an environmental Development Permit. Despite the exemption provisions, owners must also satisfy themselves that they meet the requirements of any applicable federal or provincial regulations:

1. Development that is shown to be outside of all designated DPAs on a plan prepared by a registered BC Land Surveyor.
2. Interior or structural exterior alterations, renovations or repair to a permanent building or structure on an existing foundation to an extent that does not alter, extend or increase the building’s footprint or height.
3. Planting or replanting of native trees, shrubs or ground cover for slope stabilization, habitat improvement, soil stabilization and/or erosion control.
4. Routine maintenance of existing landscaping, lawn, paths or developed areas.
5. Actively manage priority invasive plants and noxious weeds listed on the Coastal Invasive Species Committee website www.coastalisc.com/priority-invasive-plants.
6. The removal of trees determined by a Certified Arborist or Registered Professional Forester, or another professional certified to do tree-risk assessments, as presenting an imminent safety risk.
7. Stream enhancement and fish and wildlife habitat restoration works carried out under provincial or federal approvals or notifications, and on provision of evidence of such approvals to the District.
8. Emergency procedures to prevent, control or reduce immediate threats to life or property including:

- a. emergency actions for flood protection and erosion protection;
 - b. removal of hazard trees characterized by a Certified Arborist;
 - c. clearing of an obstruction from bridge, culvert or drainage flow;
 - d. bridge and safety fence repairs in accordance with the *Water Act*;
 - e. pruning trees where a minimum of 60% of the original crown of any tree is retained to maintain tree health and vigour as prescribed by a Certified Arborist.
9. Public works and services constructed by or on behalf of the municipality, or by provincial or federal agencies, following best management practices.
10. Forestry activities on private lands that are managed under the *Private Managed Forest Land Act*.
11. Activities permitted by the provincial government on provincial Crown lands.
12. Paths for pedestrian use up to 1.5 metres in width provided all of the following are satisfied:
- a. Constructed exclusively of previous natural materials with no concrete, asphalt, or pavers;
 - b. Do not entail structural stairs;
 - c. Entail no removal of streamside or shoreline vegetation;
 - d. Do not impair stream bank or shoreline stability;
 - e. Do not impact sensitive habitat;
 - f. Avoid wildlife corridors and nesting sites; and
 - g. Are specifically designed to discourage motorized vehicle use.

13. Development in sites which have been previously assessed and where a Section 219 Restrictive Covenant has already been registered on the title of the property identifying areas and measures necessary to protect environmental values.

DPA V – Terrestrial Ecosystems (Mature Forest)

Category

In accordance with Section 488(1)(a) of the *LGA*, the District establishes objectives for the protection of the natural environment, ecosystems and biological diversity. These areas are designated as DPA V, generally as shown on Schedule E.

Justification

This Development Permit Area includes mature forests and wildlife habitat that could be subject to degradation due to development or harmful uses. Ucluelet is home to rich plant and animal habitat due to the peninsula’s interface between the terrestrial and marine environments. The ecosystems here are a complex and fragile array of diverse flora and fauna which depend on the health and resources of the ocean and temperate rainforest. Forest health and age is a critical component of the natural life and biodiversity of the area. There are also high aesthetic values in mature forest areas.

Guidelines

- E.V.1. Development should be planned to avoid intrusion into DPA V areas of the site and to minimize the impact of any activity on these areas.
- E.V.2. Development permit applications that encroach on areas designated as DPA V should include a report prepared by a qualified environmental professional outlining the following information:

- a. detailed site plan (1:250 or larger) identifying the location of property lines, proposed development and natural features including any Sitka Spruce, krummholz tree forms, nesting trees or wildlife corridors;
- b. an impact statement describing effects of proposed development on the natural features and ecosystems on the site;
- c. measures necessary to avoid wildlife conflict and any adjustments to the development plan where necessary to avoid established wildlife corridors;
- d. guidelines and procedures for mitigating habitat degradation including limits of proposed leave areas;
- e. recommendations for timing, construction standards, and where further assessment is necessary (e.g., seasonal nesting bird surveys),
- f. habitat compensation alternatives, where compensation is approved.

DPA VI - Stream and Riparian Areas Protection

Category

In conformance with the objectives of the provincial *Fish Protection Act*, the District wishes to ensure sufficient water for fish, to protect and restore fish habitat, and to improve riparian protection and enhancement. Therefore, pursuant to Section 488(1)(a) of the *LGA*, the District designates all riparian areas as DPA VI: Riparian Areas Protection.

DPA VI areas include the lands within 30 metres of streams and watercourses and include watercourses, lakes, streams, ponds and wetlands identified as fish-supportive habitat or connected to watercourses:

a) for a stream, a 30-metre strip on both sides of the watercourse measured from the high-water mark; and,

b) for a ravine less than 60 metres wide, a strip on both sides of the stream measured from the high-water mark to a point that is 30 metres beyond the top of the ravine bank.

For purposes of clarity, the above descriptions should be relied upon rather than the riparian areas shown on Schedule E. The latter is intended as a visual aid to help locate these areas. Within the Plan area, “stream” includes all named and unnamed watercourses, ponds, and wetlands.

Justification

The natural environment is a significant feature of the Plan area. It includes wet aquatic ecosystems that consist of and surround watercourses: streams, ponds, wetlands and in some cases, ditches. Some of these ecosystems may only be wet during the winter months, drying up in the summer. The geography and vegetation that surrounds, protects and interacts with the aquatic environment is called the riparian area.

Together, the water and the riparian area form aquatic habitat which are critical for the survival of fish, fish supportive processes and are important to maintain biodiversity and essential for many species. Unnecessarily disturbing these sensitive and important aquatic environments may harm their vitality and the ecological services they provide and can have downstream consequences on fish habitat.

Aquatic ecosystems are also critical for the survival of wildlife and form necessary travel corridors between habitats. Water is an important part of maintaining biodiversity and is essential for many species. Many rare species are associated with aquatic environments. Aquatic ecosystems are natural water purifiers and pollution filtration systems. Healthy aquatic ecosystems have a capacity to retain stormwater runoff, maintain water quality by reducing levels of sediment, nutrients and contaminants in outflow water, to slow water flow and to prevent erosion.

A development permit is required for any development within DPA VI to ensure that the ecological values of sensitive riparian and wetland habitats have been considered prior to development, and that measures will be taken to limit or avoid damage to these ecosystems. The objectives of having these Development Permit requirements include:

- Planning and guiding new development in a manner that preserves and protects fish and fish supportive processes, fish habitat and sensitive aquatic ecosystems;
- Protecting, restoring and enhancing fish and fish supportive processes, fish habitat and sensitive aquatic ecosystems in a relatively natural state while supporting adjacent land uses;
- Meeting the objectives of the *Fish Protection Act*; and
- Protecting water quality and quantity.

Guidelines

E.VI.1. Development or alteration should be planned to avoid intrusion into DPA VI areas of the site and to minimize the impact of any activity on these areas.

E.VI.2. Development permit applications that would encroach on areas designated as DPA VI should include a report prepared by a qualified environmental professional outlining the following information:

- a. detailed site plan (1:250 or larger) identifying the natural boundary and a line 30 metres from the natural boundary;
- b. an impact statement describing effects of proposed development on the natural conditions;
- c. measures deemed necessary to protect the integrity of streamside protection and enhancement areas from the effects of development;
- d. guidelines and procedures for mitigating habitat degradation including limits of proposed leave areas; and,
- e. habitat compensation alternatives, where compensation is approved.

E.VI.3. Development permit applications should include a vegetation management plan indicating the extent of proposed buffer areas and the proposed management of vegetation in these areas.

E.VI.4. Based on the biophysical assessment of the site within an area designated DPA VI, works or protective measures such as the planting or retention of trees or vegetation may be required to preserve, protect, restore or enhance stream, watercourses, fish habitat or riparian areas.

E.VI.5. In the absence of a report from a qualified environmental professional, a minimum buffer of 30 metres should be preserved between the high water mark of the watercourse and any building or structure.

- E.VI.6. The total amount of impervious cover on property adjacent to a watercourse should minimize impact on the receiving aquatic environment. Consideration should be given to reducing impervious cover through reduction in building footprint and paved areas, exceeding the minimum riparian setback where feasible, and use of on-site infiltration.
- E.VI.7. The construction of a small accessory building such as a pump house, gazebo, garden shed or play house may be permitted if all the following apply:
 - a. The building is located within an existing landscaped area;
 - b. No native trees are removed; and
 - c. The area of the structure is not more than 10 m².

DPA VII – Marine Shoreline

Category

In accordance with Section 488(1)(a) of the *LGA*, the District establishes objectives for the protection of the natural environment, its ecosystems and biological diversity. These areas are designated as DPA VII, generally as shown on Schedule E.

Justification

This Development Permit Area includes shoreline waters and natural fish and wildlife habitat that could be subject to degradation due to development or harmful uses. Shoreline areas and beaches may contain unstable slopes and soils subject to erosion, land slip and rock falls. In addition, the tidal

waters are habitat to a wide range of fish, wildlife, and plant species: eelgrass, in particular, is highly sensitive to negative impacts from intensive uses or development. There are also high aesthetic values along shoreline areas.

Guidelines

- E.VII.1. This DPA applies to all lands within 30 metres, measured horizontally in both landward and seaward directions, from the natural boundary of the ocean.
- E.VII.2. Unless otherwise exempt, prior to undertaking any development on the lands within DPA VII, the owner of the lands must obtain a Development Permit, the application for which must include an assessment report that has been prepared by a Qualified Environmental Professional, with demonstrated experience regarding the subject matter. The assessment report will identify how the proposed development will affect aquatic resources, and recommend measures to reduce or mitigate any negative impacts, such as the:
 - i. Appropriate siting of buildings, structures, roads, driveways, parking areas, trails, paths, and utilities;
 - ii. Retention or restoration of native vegetation and soils;
 - iii. Removal of invasive species;
 - iv. Designation of buffer areas to protect environmentally sensitive features or habitat;
 - v. Specification of any activities that may occur within the buffer areas; and
 - vi. Must state that the proposal is suitable for the area intended for development.
- E.VII.3. Land shall be retained in its natural state where possible, preserving indigenous vegetation and trees. If an adequate suitable building envelope exists on a parcel

outside of the DPA, the proposed development should be directed to that site or area. Encroachment into the DPA shall only be permitted where the applicant can demonstrate that the encroachment is necessary to protect environmentally sensitive features, due to hazardous conditions or topographical considerations, or to relate the development to surrounding buildings and structures.

- E.VII.4. The removal of trees and vegetation within DPA VII is discouraged and must be limited to only those areas that must be cleared to support the development. Any clearing required to accommodate roads, buildings, structures, and utilities, with the exception of necessary hydraulic, percolation, or geotechnical testing, shall not occur until after the issuance of a Development Permit to minimize the potential for soil erosion, runoff and spread of invasive species.
- E.VII.5. Shoreline stabilization devices are not supported on parcels that are not subject to active erosion nor are they supported on parcels that erode more rapidly as a result of vegetation removal that is not recommended or supervised by a Qualified Coastal Professional.
- E.VII.6. Shoreline stabilization devices are supported where a Qualified Coastal Professional, with experience to advise on such matters, has determined that a softer approach to shoreline stabilization such as vegetation enhancement, upland drainage control, biotechnical measures, beach enhancement, tree anchoring or gravel placement are not appropriate given site-specific conditions.
- E.VII.7. Shoreline stabilization devices are only permitted for the protection of existing structures when threatened by erosion due to natural forces as recommended by a

Qualified Coastal Professional and must be located entirely within the property boundary. New development and structures should be sited to avoid the need for shoreline stabilization devices over the expected lifespan of the structure.

- E.VII.8. The assessment for siting a shoreline stabilization device prepared by a Qualified Coastal Professional must include:
 - a. Assesses the risk of erosion on the subject property and the suitability of the subject property for a shoreline stabilization device;
 - b. Analyses of the potential impacts on coastal geomorphologic processes as a result of installing or not installing the device;
 - c. Analyses of the potential impacts on adjacent properties as a result of installing and not installing the device;
 - d. Recommendation measures to ensure that the subject property is protected while mitigating potential negative impacts on marine riparian areas, coastal geomorphologic processes or neighbouring properties.
- E.VII.9. Shoreline stabilization measures, pilings, floats, wharves and other structures which disrupt light penetration to the water column or obstruct public access to the foreshore are discouraged.
- E.VII.10. Impervious surfaces, including materials to construct docks and wharves, shall be kept to a minimum.
- E.VII.11. Parking areas should be equipped with oil/water separators and be landscaped to absorb runoff, and proof of a maintenance program for these will be provided.

- E.VII.12. New piers, docks and ramps shall be allowed only for water-dependent uses or for public access, and only permitted when the applicant has demonstrated that a specific need exists to support the intended water-dependent use.
- E.VII.13. Docks and wharves shall not extend over marshes or other productive foreshore areas, including critical areas such as eelgrass and kelp beds, shellfish beds, and fish habitats. Wharves shall not, in any case, extend over the water beyond the mean low-water mark, except as necessary to access floats or for public viewing access. Construction which minimizes disturbance of shoreline sediments and enables light penetration is encouraged.
- E.VII.14. Piers on pilings and floating docks are preferred over solid-core piers or ramps.
- E.VII.15. Boat launch ramps are discouraged and will only be considered for shared or public use, and only where they can be located on stable, non-erosional banks where a minimum amount of substrate disturbance or stabilization is necessary.
- E.VII.16. Structures in contact with the water shall be constructed of stable materials, including finishes and preservatives that will not degrade water quality.
- E.VII.17. All docks shall be constructed so that they do not rest on the bottom of the foreshore at low water levels.
- E.VII.18. Any plastic foams or other non-biodegradable materials used in construction of floats and docks shall be encased to prevent escape into the natural environment.
- E.VII.19. Piers should use the minimum number of pilings necessary, with preference to large spans over more pilings.

- E.VII.20. Piers should be constructed with a minimum clearance of 0.5 m above the elevation of the natural boundary of the sea.
- E.VII.21. Preference is given to the placement of mooring buoys and floats instead of docks.
- E.VII.22. New shoreline residential development of two or more dwellings shall provide joint use or community dock facilities rather than individual docks for each residence.
- E.VII.23. No more than one facility for mooring boats shall be located on or fronting any single parcel.
- E.VII.24. The consideration of the issuance of a Development Permit by the District in no way exempts the property owner from obtaining all necessary permits and approvals from provincial and federal agencies.

DPA VIII– Natural Hazard Areas Protection (Steep Slopes)

Category

In accordance with Section 488(1)(b) of the *LGA*, areas of steep slopes with an incline of 30 degrees or more are designated as DPA VIII, as shown on Schedule G.

Justification

Ucluelet experiences significant rainfall and storm events; soils on steeper slopes carry a higher hazard of failure from the effects of runoff and erosion, once disturbed or exposed by development.

Steep slopes tend to constitute high-risk areas for erosion and slippage if the tree cover is substantially altered. Potentially hazardous conditions on steep slopes may be avoided if adequate tree cover is retained and surface water runoff is minimized.

In order to protect development from these hazardous conditions, development permits are required for areas designated as DPA VIII.

Exemptions

The following development is exempted from the requirement to obtain a development permit for Hazardous Conditions:

In a steep slope area:

1. Development, where a geotechnical report has been received in conjunction with an application for building permit or subdivision approval.
2. Erecting fencing;

For trees:

3. Cutting down dead trees provided that the stump and roots remain undisturbed;
4. Planting new trees;
5. Removal of trees where the tree trunk diameter is less than 5cm (measured 1m from the base); and,
6. Where the tree trunk diameter is greater than 5cm (measured 1m from the base) pruning and limbing of trees provided a Certified Arborist provides a written opinion stating that the activity will not kill the tree.

Domestic yard maintenance, gardening and planting, including:

7. Planting new vegetation and maintaining existing vegetation through mowing, pruning, and similar activities;

8. Removing any dead vegetation provided the root structure is not disturbed; and

9. Removing any vegetation with stem diameter less than 5cm (measured 1m from the base), and not resulting in areas of exposed soil on a steep slope.

Guidelines

- E.VIII.1. The development or alteration of land, buildings and structures should be planned to avoid intrusion into DPA VIII areas and to minimize the impact of any activity on these areas.
- E.VIII.2. Prior to any development or alteration of land within DPA VIII areas, a development permit application must be issued that includes an assessment or report by a qualified, licensed professional engineer or other qualified professional addressing the following:
 - a. Contain a description of the methodology and assumptions used to undertake the assessment. The methodology should be described in sufficient detail to facilitate a professional peer review.
 - b. Identify any hazards which may affect the safe development of the land including, but not limited to:
 - i. flooding;
 - ii. slopes with an incline of 30 degrees or more;
 - iii. subsidence; and
 - iv. ground water flows.
 - c. Identify the location of all proposed buildings or development sites by specifying setback distances from a natural boundary, property boundary or feature or

hazard area. Areas depicted on maps must be delineated with sufficient accuracy and detail to allow the preparation of a legal reference plan for attachment to a restrictive covenant.

- d. Where applicable, flood construction levels should be provided by prescribing an elevation above the natural boundary of the sea or watercourse or natural ground elevation at the building site, or by specifying a geodetic elevation, or by a combination of both.
- e. An application should identify the location of all proposed buildings and structures on the development site and specify the setback distances from the natural boundary, property boundary, land features, and hazard areas.
- f. The applicant should consider the suitability of the land to accommodate the use intended.
- g. Plans should establish a safe setback line from any watercourses and shorelines to protect the land, buildings and inhabitants from the risk of injury or damage that may, in the opinion of an engineer or qualified professional, be caused by the hazards of flooding, erosion, subsidence earthquake, mud flows or any combination thereof.

E.VIII.3. The professional’s recommendations and the conclusion of the report should:

- a. acknowledge that the Approving Officer may rely upon the report when reviewing subdivision applications and/or that the District may review the report prior to making land development decisions;
- b. certify that the land is safe for the use intended, with probability of a geotechnical failure, flooding or any other substantial hazard resulting in property

damage of less than two per cent (2%) in 50 years or as specified by the most recent edition of the “APEGBC Guidelines for Legislated Landslide Assessments for Residential Developments in BC”;

- c. identify any deficiency in the location or design of the buildings, the proposed water, sewer, drainage, access and road works or the construction standards intended for the development;
- d. prescribe the geotechnical works and any changes in the standards of the design of the development which are required to develop land, buildings, structures and infrastructure safely for the use intended and to maintain the safety of the land, buildings, structures and infrastructure as a condition of the approval of the development; and
- e. where mitigation works and actions are proposed, describe the effects that the proposed works and actions may have on other properties, including public infrastructure or lands.

E.VIII.4. Where mitigation works and actions designed to reduce hazards or impacts are contemplated, the applicant’s professional engineer should confirm that the works and actions will be acceptable to local government, and that they would meet regulatory requirements, prior to completing the report and a detailed design.

E.VIII.5. where mitigation works and actions are proposed, the qualified professional should identify whether ongoing maintenance or periodic replacement measures are necessary, and specify what ongoing measures are necessary for the property to remain safe for its intended use.

E.VIII.6. Plans should include the retention of significant stands of trees, as well as native vegetation, within DPA VIII areas, as recommended by a QEP.

A note on Flood Hazards:

This OCP bylaw does not designate Development Permit areas for protection from coastal flooding; the District has commissioned detailed flood risk mapping and exercises its ability to require professional assessment and certification of construction under section 56 of the *Community Charter*. Map 4 shows minimum Flood Construction Levels for detailed reaches of the shoreline of the Ucluth Peninsula.

Lands in the vicinity of the coastal shoreline can be susceptible to flood hazard and, in certain areas, to erosion or sloughing. Lands that are or may be flooded represent a hazardous condition for people and permanent structures.

One of the effects of climate change is a rise in sea level. While experts using the best available science are still grappling with a range of possible impacts, current expectations are that the sea level on the west coast of Vancouver Island will rise somewhere in the vicinity of one metre by the year 2100. Any development along the coastline must take this into consideration in an attempt to anticipate and minimize any negative impacts that rising sea levels may have on the built environment and the safety of residents.

The west coast of Vancouver Island, identified as Zone C by the provincial Ministry of Public Safety and Solicitor General, is also a high-risk seismic zone, known to be vulnerable to flooding in the event of a tsunami. The District wishes to protect the community against the loss of lives and to minimize property damage, injury

and trauma associated with flooding events. Maps 5 and 6 show Tsunami Flood Vulnerability and Tsunami Flood Planning areas.

It is District policy that it is in the public interest for new subdivisions and developments to be planned to avoid areas of potential flood risk. Many of these areas are also of great habitat value and natural beauty, and have been incorporated into the potential future parks and open spaces shown on Schedules A and C.

Enforcement

No person shall do any act or suffer or permit any act or thing to be done in contravention of the Development Permit Area Designations and Guidelines adopted in Part 6 of this bylaw.

Every person who violates any of the provision of this bylaw, or who suffers or permits any act or thing to be done in contravention of this bylaw, is liable on summary conviction to a fine of not more than ten thousand dollars (\$10,000.00) and costs, including the costs of the committal and conveyances to the place of imprisonment, for each offence, and in default of payment therefore, to imprisonment of a term not exceeding six (6) months in jail, and each day that such violation is permitted to continue shall be a separate offence.

The Bylaw Enforcement Officer is authorized to inspect all work regulated by Development Permit Area designation under this bylaw, and compel and require compliance with the provisions of this bylaw. No person shall prevent or obstruct, or attempt to prevent or obstruct, the Bylaw Enforcement Officer, or any other employee of the District authorized to enforce the provisions of this bylaw.

A person who fails to comply with an order or notice issued by a Bylaw Enforcement Officer who allows a violation of this bylaw to continue, despite that order or notice, commits an offence.

A Bylaw Enforcement Officer may order the cessation of work that is proceeding in contravention of this bylaw by posting a Stop Work notice on the site of the work.

The Owner of property on which a Stop Work notice has been posted, and every other person, shall cease all construction or

development work immediately and shall not do any work on the property, except for such work as is necessary to remedy the reasons for the Stop Work notice with the agreement of the Bylaw Enforcement Officer, until all applicable provisions of the Development Permit Area Guidelines of this bylaw are substantially complied with and the Stop Work notice is rescinded in writing by a Bylaw Enforcement Officer.

Ticketing

Tickets for offences against the Development Permit Area Designations and Guidelines of this OCP bylaw may also be issued in accordance with the Municipal Ticket Information Bylaw in force at the time of the offence.

Part Seven: Appendices

Boilerplate (required content, legislation)

The purpose of the Official Community Plan (OCP) is to provide a long-term vision for the District of Ucluelet. It sets out broad objectives and policies that will guide planning and land use decisions within the District, while respecting the community's existing character.

The OCP charts a growth management course that supports Ucluelet's quality of life, enhances economic prosperity and advances environmental sustainability.

The Province of British Columbia's *Local Government Act* provides the authority and direction for the preparation of the Official Community Plan. Once adopted as a bylaw, an Official Community Plan has a legal status that requires that all subsequent bylaws enacted and works undertaken be consistent with the plan.

This Official Community Plan replaces the previous Official Community Plan, adopted in 2011.

Section 473 of the *Local Government Act* requires that an OCP include statements and map designations for the area covered by the plan for the following:

- the approximate location, amount, type and density of residential development required to meet anticipated housing needs over a period of at least 5 years;
- the approximate location, amount and type of present and proposed commercial, industrial, institutional, agricultural, recreational and public utility land uses;
- the approximate location and area of sand and gravel deposits that are suitable for future sand and gravel extraction;

- restrictions on the use of land that is subject to hazardous conditions or that is environmentally sensitive to development;
- the approximate location and phasing of any major road, sewer and water systems;
- the approximate location and type of present and proposed public facilities, including schools, parks and waste treatment and disposal site;
- housing policies of the local government respecting affordable housing, rental housing and special needs housing;
- targets for the reduction of greenhouse gas emissions in the area covered by the plan, and policies and actions of the local government proposed with respect to achieving those targets;

Section 474 of the *Local Government Act* allows that an OCP may also include statements on the following:

- policies of the local government relating to social needs, social well-being and social development;
- a regional context statement, consistent with the rest of the plan, of how matters referred to in a regional growth strategy, and other matters dealt with in the plan, apply in a regional context;
- policies of the local government respecting the maintenance and enhancement of farming on land in a farming area or in an area designated for agricultural use in the plan;
- policies of the local government relating to the preservation, protection, restoration and enhancement of

the natural environment, its ecosystems and biological diversity.

An OCP may also include general statements on matters outside the jurisdiction of a local government, dealing with issues of advocacy or general interest.

Development Approval Information

Pursuant to the establishment of a Development Approval Information Area (DAIA) bylaw, the entire area of the District of Ucluelet covered by this Official Community Plan is designated as a development approval information area under the authority of Section 485 (1) (b) of the *Local Government Act*.

Development approval information will be required for:

- Zoning Bylaw amendments;
- Temporary Use Permits, and;
- Development Permits.

The information provided in a Development Approval Information (DAI) report will help ensure that future development considers potential impacts to transportation and parking, municipal servicing infrastructure, public facilities including schools and parks, community services, archaeological and cultural matters, natural ecosystems, climate change and other issues. The District’s DAIA bylaw will establish the information required, procedures to be followed in the application process, and in what circumstances a DAI impact report is necessary to address items including:

- Terms of reference for DAI reports;

- Qualifications for personnel providing impact reports;
- Timing;
- Response options to inadequate reports;
- Peer review;
- Presentation of reports to Council; and
- Use and publication of the report.

Planning Process

The Village of Ucluelet was incorporated in 1952 and became a District Municipality in 1997. The community adopted its first Official Community Plan (OCP) bylaw in 1971. The history of OCP’s in Ucluelet is as follows:

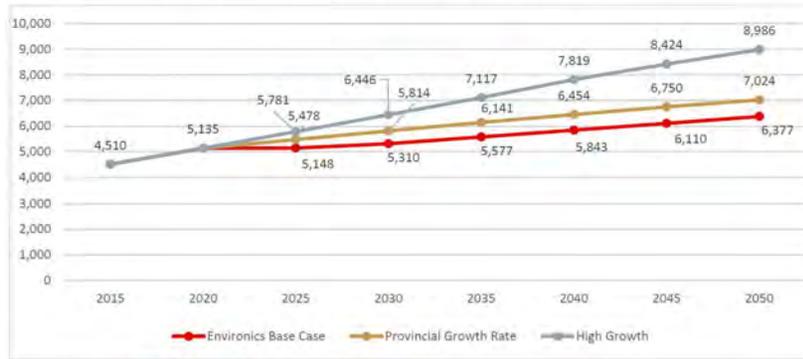
- OCP Bylaw No. 235 (1971)
- OCP Bylaw No. 407 (1981)
- OCP Bylaw No. 498 (1988)
- OCP Bylaw No. 772 (1998)
- OCP Bylaw No. 900 (2004)
- OCP Bylaw No. 1140 (2011)

A review of the Ucluelet OCP bylaw was initiated by Council in 2016.

From 2016 through 2018 the District, along with students and faculty from Vancouver Island University’s (VIU) Master of Community Planning program, collected community opinions on the OCP and the broad range of issues of interest to the community. A series of public engagement activities and events were held during this time, including “planning on the streets” events, pop-up planning workshops, stakeholder workshops with community groups and classes from the local schools. A three-

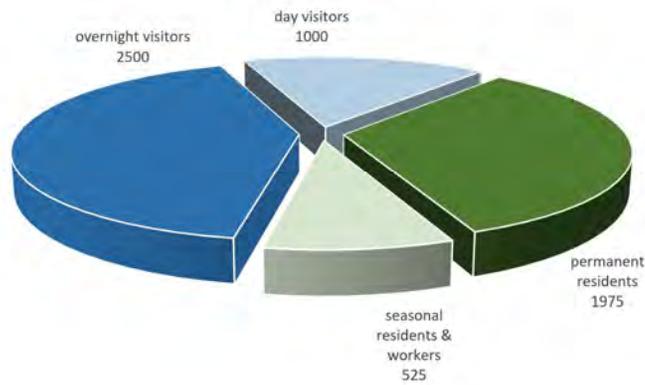
Population Projections (low, medium and high growth projections):

Figure 2: Estimated and Projected Population, West Coast Region, 2015 – 2050



Source: Environics, 2020, BC Stats, and custom projections

Ucluelet peak population: July / August
(approx. 6,000 total)



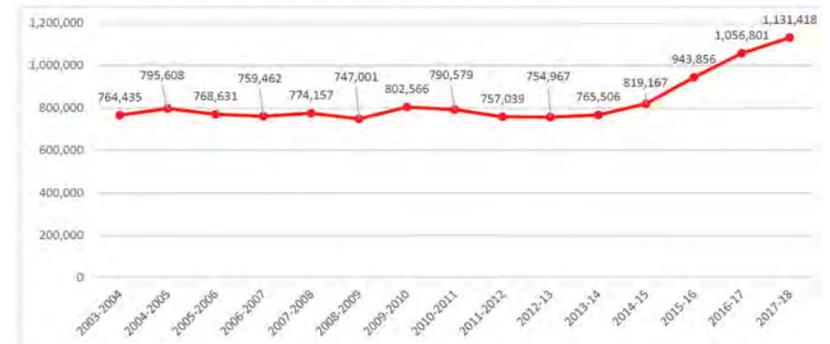
Annual visitors

Figure 7: Average Annual Daily Traffic on Tofino-Ucluelet Hwy South of Ucluelet Junction, 2009 – 2019



Source: Ministry of Transportation and Infrastructure, 2020

Figure 14: Visitors, Pacific Rim National Park Reserve (Long Beach), 2003 – 2018



Source: Parks Canada, 2019

Definitions

“Bylaw Enforcement Officer”: means the Chief Administrative Officer of the District of Ucluelet and her or his designate.

“Development” includes:

- a) Removal, alteration, disruption, or destruction of vegetation;
- b) Disturbance of soils;
- c) Construction or erection of buildings and structures;
- d) Creation of non-structural impervious or semi-impervious surfaces;
- e) Flood protection works;
- f) Construction of roads, trails, docks, wharves, and bridges;
- g) Provision and maintenance of sewer and water services;
- h) Development of drainage systems;
- i) Development of utility corridors; and
- j) Subdivision as defined in the *Local Government Act*.

“Qualified Environmental Professional” (QEP): means an applied scientist or technologist, acting alone or together with another qualified environmental professional, if:

- 1) the individual is registered and in good standing in British Columbia with an appropriate professional organization constituted under an Act, acting under the association’s code of ethics and subject to disciplinary action by that association;
- 2) the individual is acting within that individual’s area of expertise; and,
- 3) the individual is acceptable to the District of Ucluelet.

With respect to item 2), above:

a) for Riparian Development Permit Areas: the individual’s area of expertise is recognized in the BC Riparian Areas Regulation assessment methods as one that is acceptable for the purpose of providing all or part of an assessment report in respect of that development proposal;

b) for Marine Shoreline Development Permit Areas, coastal and shoreline erosion aspects: a coastal geomorphologist, or a marine or metocean engineer with experience in coastal zone engineering; other professionals with experience in coastal processes and soft shore restorations may be considered on a case-by-case basis.

c) for Hazardous Conditions Development Permit Areas: a professional engineer with experience in geotechnical and slope stability engineering, or in flood protection design as the project may warrant.

Per the *Riparian Areas Protection Regulation* BC Reg 178/2019, s 21, a QEP may be:

- (i) an agrologist;
- (ii) an applied technologist or technician;
- (iii) a professional biologist;
- (iv) a professional engineer;
- (v) a professional forester;
- (vi) a professional geoscientist;
- (vi.1) a registered biology technologist;
- (vii) a registered forest technologist;

Stream: means the same as defined under the *Riparian Areas Protection Regulation*.

United Nations Declaration on the Rights of Indigenous Peoples

(Resolution adopted by the General Assembly on 13 September 2007)¹

The General Assembly,

Guided by the purposes and principles of the Charter of the United Nations, and good faith in the fulfilment of the obligations assumed by States in accordance with the Charter,

Affirming that indigenous peoples are equal to all other peoples, while recognizing the right of all peoples to be different, to consider themselves different, and to be respected as such,

Affirming also that all peoples contribute to the diversity and richness of civilizations and cultures, which constitute the common heritage of humankind,

Affirming further that all doctrines, policies and practices based on or advocating superiority of peoples or individuals on the basis of national origin or racial, religious, ethnic or cultural differences are racist, scientifically false, legally invalid, morally condemnable and socially unjust,

Reaffirming that indigenous peoples, in the exercise of their rights, should be free from discrimination of any kind,

Concerned that indigenous peoples have suffered from historic injustices as a result of, inter alia, their colonization and dispossession of their lands, territories and resources, thus

¹ See Official Records of the General Assembly, Sixty-first Session, Supplement No. 53 (A/61/53), part one, chap. II, sect. A.

preventing them from exercising, in particular, their right to development in accordance with their own needs and interests,

Recognizing the urgent need to respect and promote the inherent rights of indigenous peoples which derive from their political, economic and social structures and from their cultures, spiritual traditions, histories and philosophies, especially their rights to their lands, territories and resources,

Recognizing also the urgent need to respect and promote the rights of indigenous peoples affirmed in treaties, agreements and other constructive arrangements with States,

Welcoming the fact that indigenous peoples are organizing themselves for political, economic, social and cultural enhancement and in order to bring to an end all forms of discrimination and oppression wherever they occur,

Convinced that control by indigenous peoples over developments affecting them and their lands, territories and resources will enable them to maintain and strengthen their institutions, cultures and traditions, and to promote their development in accordance with their aspirations and needs,

Recognizing that respect for indigenous knowledge, cultures and traditional practices contributes to sustainable and equitable development and proper management of the environment,

Emphasizing the contribution of the demilitarization of the lands and territories of indigenous peoples to peace, economic and social progress and development, understanding and friendly relations among nations and peoples of the world,

² See resolution 2200 A (XXI), annex.

Recognizing in particular the right of indigenous families and communities to retain shared responsibility for the upbringing, training, education and well-being of their children, consistent with the rights of the child,

Considering that the rights affirmed in treaties, agreements and other constructive arrangements between States and indigenous peoples are, in some situations, matters of international concern, interest, responsibility and character,

Considering also that treaties, agreements and other constructive arrangements, and the relationship they represent, are the basis for a strengthened partnership between indigenous peoples and States,

Acknowledging that the Charter of the United Nations, the International Covenant on Economic, Social and Cultural Rights² and the International Covenant on Civil and Political Rights, as well as the Vienna Declaration and Programme of Action,³ affirm the fundamental importance of the right to self-determination of all peoples, by virtue of which they freely determine their political status and freely pursue their economic, social and cultural development,

Bearing in mind that nothing in this Declaration may be used to deny any peoples their right to self-determination, exercised in conformity with international law,

Convinced that the recognition of the rights of indigenous peoples in this Declaration will enhance harmonious and cooperative relations between the State and indigenous peoples,

³ A/CONF.157/24 (Part I), chap. III.

based on principles of justice, democracy, respect for human rights, non-discrimination and good faith,

Encouraging States to comply with and effectively implement all their obligations as they apply to indigenous peoples under international instruments, in particular those related to human rights, in consultation and cooperation with the peoples concerned,

Emphasizing that the United Nations has an important and continuing role to play in promoting and protecting the rights of indigenous peoples,

Believing that this Declaration is a further important step forward for the recognition, promotion and protection of the rights and freedoms of indigenous peoples and in the development of relevant activities of the United Nations system in this field,

Recognizing and reaffirming that indigenous individuals are entitled without discrimination to all human rights recognized in international law, and that indigenous peoples possess collective rights which are indispensable for their existence, well-being and integral development as peoples,

Recognizing that the situation of indigenous peoples varies from region to region and from country to country and that the significance of national and regional particularities and various historical and cultural backgrounds should be taken into consideration,

Solemnly proclaims the following United Nations Declaration on the Rights of Indigenous Peoples as a standard of achievement to be pursued in a spirit of partnership and mutual respect:

Article 1

Indigenous peoples have the right to the full enjoyment, as a collective or as individuals, of all human rights and fundamental freedoms as recognized in the Charter of the United Nations, the Universal Declaration of Human Rights⁴ and international human rights law.

Article 2

Indigenous peoples and individuals are free and equal to all other peoples and individuals and have the right to be free from any kind of discrimination, in the exercise of their rights, in particular that based on their indigenous origin or identity.

Article 3

Indigenous peoples have the right to self-determination. By virtue of that right they freely determine their political status and freely pursue their economic, social and cultural development.

Article 4

Indigenous peoples, in exercising their right to self-determination, have the right to autonomy or self-government in matters relating

⁴ Resolution 217 A (III).

to their internal and local affairs, as well as ways and means for financing their autonomous functions.

Article 5

Indigenous peoples have the right to maintain and strengthen their distinct political, legal, economic, social and cultural institutions, while retaining their right to participate fully, if they so choose, in the political, economic, social and cultural life of the State.

Article 6

Every indigenous individual has the right to a nationality.

Article 7

1. Indigenous individuals have the rights to life, physical and mental integrity, liberty and security of person.
2. Indigenous peoples have the collective right to live in freedom, peace and security as distinct peoples and shall not be subjected to any act of genocide or any other act of violence, including forcibly removing children of the group to another group.

Article 8

1. Indigenous peoples and individuals have the right not to be subjected to forced assimilation or destruction of their culture.
2. States shall provide effective mechanisms for prevention of, and redress for:
 - (a) Any action which has the aim or effect of depriving them of their integrity as distinct peoples, or of their cultural values or ethnic identities;

(b) Any action which has the aim or effect of dispossessing them of their lands, territories or resources;

(c) Any form of forced population transfer which has the aim or effect of violating or undermining any of their rights;

(d) Any form of forced assimilation or integration;

(e) Any form of propaganda designed to promote or incite racial or ethnic discrimination directed against them.

Article 9

Indigenous peoples and individuals have the right to belong to an indigenous community or nation, in accordance with the traditions and customs of the community or nation concerned. No discrimination of any kind may arise from the exercise of such a right.

Article 10

Indigenous peoples shall not be forcibly removed from their lands or territories. No relocation shall take place without the free, prior and informed consent of the indigenous peoples concerned and after agreement on just and fair compensation and, where possible, with the option of return.

Article 11

1. Indigenous peoples have the right to practise and revitalize their cultural traditions and customs. This includes the right to maintain, protect and develop the past, present and future manifestations of their cultures, such as archaeological and historical sites, artefacts, designs, ceremonies, technologies and visual and performing arts and literature.

2. States shall provide redress through effective mechanisms, which may include restitution, developed in conjunction with indigenous peoples, with respect to their cultural, intellectual, religious and spiritual property taken without their free, prior and informed consent or in violation of their laws, traditions and customs.

Article 12

1. Indigenous peoples have the right to manifest, practise, develop and teach their spiritual and religious traditions, customs and ceremonies; the right to maintain, protect, and have access in privacy to their religious and cultural sites; the right to the use and control of their ceremonial objects; and the right to the repatriation of their human remains.

2. States shall seek to enable the access and/or repatriation of ceremonial objects and human remains in their possession through fair, transparent and effective mechanisms developed in conjunction with indigenous peoples concerned.

Article 13

1. Indigenous peoples have the right to revitalize, use, develop and transmit to future generations their histories, languages, oral traditions, philosophies, writing systems and literatures, and to designate and retain their own names for communities, places and persons.

2. States shall take effective measures to ensure that this right is protected and also to ensure that indigenous peoples can understand and be understood in political, legal and administrative proceedings, where necessary through the provision of interpretation or by other appropriate means.

Article 14

1. Indigenous peoples have the right to establish and control their educational systems and institutions providing education in their own languages, in a manner appropriate to their cultural methods of teaching and learning.

2. Indigenous individuals, particularly children, have the right to all levels and forms of education of the State without discrimination.

3. States shall, in conjunction with indigenous peoples, take effective measures, in order for indigenous individuals, particularly children, including those living outside their communities, to have access, when possible, to an education in their own culture and provided in their own language.

Article 15

1. Indigenous peoples have the right to the dignity and diversity of their cultures, traditions, histories and aspirations which shall be appropriately reflected in education and public information.

2. States shall take effective measures, in consultation and cooperation with the indigenous peoples concerned, to combat prejudice and eliminate discrimination and to promote tolerance, understanding and good relations among indigenous peoples and all other segments of society.

Article 16

1. Indigenous peoples have the right to establish their own media in their own languages and to have access to all forms of non-indigenous media without discrimination.

2. States shall take effective measures to ensure that State-owned media duly reflect indigenous cultural diversity. States, without prejudice to ensuring full freedom of expression, should encourage privately owned media to adequately reflect indigenous cultural diversity.

Article 17

1. Indigenous individuals and peoples have the right to enjoy fully all rights established under applicable international and domestic labour law.

2. States shall in consultation and cooperation with indigenous peoples take specific measures to protect indigenous children from economic exploitation and from performing any work that is likely to be hazardous or to interfere with the child's education, or to be harmful to the child's health or physical, mental, spiritual, moral or social development, taking into account their special vulnerability and the importance of education for their empowerment.

3. Indigenous individuals have the right not to be subjected to any discriminatory conditions of labour and, inter alia, employment or salary.

Article 18

Indigenous peoples have the right to participate in decision-making in matters which would affect their rights, through representatives chosen by themselves in accordance with their own procedures, as well as to maintain and develop their own indigenous decision-making institutions.

Article 19

States shall consult and cooperate in good faith with the indigenous peoples concerned through their own representative institutions in order to obtain their free, prior and informed consent before adopting and implementing legislative or administrative measures that may affect them.

Article 20

1. Indigenous peoples have the right to maintain and develop their political, economic and social systems or institutions, to be secure in the enjoyment of their own means of subsistence and development, and to engage freely in all their traditional and other economic activities.

2. Indigenous peoples deprived of their means of subsistence and development are entitled to just and fair redress.

Article 21

1. Indigenous peoples have the right, without discrimination, to the improvement of their economic and social conditions, including, inter alia, in the areas of education, employment, vocational training and retraining, housing, sanitation, health and social security.

2. States shall take effective measures and, where appropriate, special measures to ensure continuing improvement of their economic and social conditions. Particular attention shall be paid to the rights and special needs of indigenous elders, women, youth, children and persons with disabilities.

Article 22

1. Particular attention shall be paid to the rights and special needs of indigenous elders, women, youth, children and persons with disabilities in the implementation of this Declaration.
2. States shall take measures, in conjunction with indigenous peoples, to ensure that indigenous women and children enjoy the full protection and guarantees against all forms of violence and discrimination.

Article 23

Indigenous peoples have the right to determine and develop priorities and strategies for exercising their right to development. In particular, indigenous peoples have the right to be actively involved in developing and determining health, housing and other economic and social programmes affecting them and, as far as possible, to administer such programmes through their own institutions.

Article 24

1. Indigenous peoples have the right to their traditional medicines and to maintain their health practices, including the conservation of their vital medicinal plants, animals and minerals. Indigenous individuals also have the right to access, without any discrimination, to all social and health services.
2. Indigenous individuals have an equal right to the enjoyment of the highest attainable standard of physical and mental health. States shall take the necessary steps with a view to achieving progressively the full realization of this right.

Article 25

Indigenous peoples have the right to maintain and strengthen their distinctive spiritual relationship with their traditionally owned or otherwise occupied and used lands, territories, waters and coastal seas and other resources and to uphold their responsibilities to future generations in this regard.

Article 26

1. Indigenous peoples have the right to the lands, territories and resources which they have traditionally owned, occupied or otherwise used or acquired.
2. Indigenous peoples have the right to own, use, develop and control the lands, territories and resources that they possess by reason of traditional ownership or other traditional occupation or use, as well as those which they have otherwise acquired.
3. States shall give legal recognition and protection to these lands, territories and resources. Such recognition shall be conducted with due respect to the customs, traditions and land tenure systems of the indigenous peoples concerned.

Article 27

States shall establish and implement, in conjunction with indigenous peoples concerned, a fair, independent, impartial, open and transparent process, giving due recognition to indigenous peoples' laws, traditions, customs and land tenure systems, to recognize and adjudicate the rights of indigenous peoples pertaining to their lands, territories and resources, including those which were traditionally owned or otherwise occupied or used. Indigenous peoples shall have the right to participate in this process.

Article 28

1. Indigenous peoples have the right to redress, by means that can include restitution or, when this is not possible, just, fair and equitable compensation, for the lands, territories and resources which they have traditionally owned or otherwise occupied or used, and which have been confiscated, taken, occupied, used or damaged without their free, prior and informed consent.
2. Unless otherwise freely agreed upon by the peoples concerned, compensation shall take the form of lands, territories and resources equal in quality, size and legal status or of monetary compensation or other appropriate redress.

Article 29

1. Indigenous peoples have the right to the conservation and protection of the environment and the productive capacity of their lands or territories and resources. States shall establish and implement assistance programmes for indigenous peoples for such conservation and protection, without discrimination.
2. States shall take effective measures to ensure that no storage or disposal of hazardous materials shall take place in the lands or territories of indigenous peoples without their free, prior and informed consent.
3. States shall also take effective measures to ensure, as needed, that programmes for monitoring, maintaining and restoring the health of indigenous peoples, as developed and implemented by the peoples affected by such materials, are duly implemented.

Article 30

1. Military activities shall not take place in the lands or territories of indigenous peoples, unless justified by a relevant public interest or otherwise freely agreed with or requested by the indigenous peoples concerned.
2. States shall undertake effective consultations with the indigenous peoples concerned, through appropriate procedures and in particular through their representative institutions, prior to using their lands or territories for military activities.

Article 31

1. Indigenous peoples have the right to maintain, control, protect and develop their cultural heritage, traditional knowledge and traditional cultural expressions, as well as the manifestations of their sciences, technologies and cultures, including human and genetic resources, seeds, medicines, knowledge of the properties of fauna and flora, oral traditions, literatures, designs, sports and traditional games and visual and performing arts. They also have the right to maintain, control, protect and develop their intellectual property over such cultural heritage, traditional knowledge, and traditional cultural expressions.
2. In conjunction with indigenous peoples, States shall take effective measures to recognize and protect the exercise of these rights.

Article 32

1. Indigenous peoples have the right to determine and develop priorities and strategies for the development or use of their lands or territories and other resources.
2. States shall consult and cooperate in good faith with the indigenous peoples concerned through their own representative

institutions in order to obtain their free and informed consent prior to the approval of any project affecting their lands or territories and other resources, particularly in connection with the development, utilization or exploitation of mineral, water or other resources.

3. States shall provide effective mechanisms for just and fair redress for any such activities, and appropriate measures shall be taken to mitigate adverse environmental, economic, social, cultural or spiritual impact.

Article 33

1. Indigenous peoples have the right to determine their own identity or membership in accordance with their customs and traditions. This does not impair the right of indigenous individuals to obtain citizenship of the States in which they live.

2. Indigenous peoples have the right to determine the structures and to select the membership of their institutions in accordance with their own procedures.

Article 34

Indigenous peoples have the right to promote, develop and maintain their institutional structures and their distinctive customs, spirituality, traditions, procedures, practices and, in the cases where they exist, juridical systems or customs, in accordance with international human rights standards.

Article 35

Indigenous peoples have the right to determine the responsibilities of individuals to their communities.

Article 36

1. Indigenous peoples, in particular those divided by international borders, have the right to maintain and develop contacts, relations and cooperation, including activities for spiritual, cultural, political, economic and social purposes, with their own members as well as other peoples across borders.

2. States, in consultation and cooperation with indigenous peoples, shall take effective measures to facilitate the exercise and ensure the implementation of this right.

Article 37

1. Indigenous peoples have the right to the recognition, observance and enforcement of treaties, agreements and other constructive arrangements concluded with States or their successors and to have States honour and respect such treaties, agreements and other constructive arrangements.

2. Nothing in this Declaration may be interpreted as diminishing or eliminating the rights of indigenous peoples contained in treaties, agreements and other constructive arrangements.

Article 38

States in consultation and cooperation with indigenous peoples, shall take the appropriate measures, including legislative measures, to achieve the ends of this Declaration.

Article 39

Indigenous peoples have the right to have access to financial and technical assistance from States and through international cooperation, for the enjoyment of the rights contained in this Declaration.

Article 40

Indigenous peoples have the right to access to and prompt decision through just and fair procedures for the resolution of conflicts and disputes with States or other parties, as well as to effective remedies for all infringements of their individual and collective rights. Such a decision shall give due consideration to the customs, traditions, rules and legal systems of the indigenous peoples concerned and international human rights.

Article 41

The organs and specialized agencies of the United Nations system and other intergovernmental organizations shall contribute to the full realization of the provisions of this Declaration through the mobilization, inter alia, of financial cooperation and technical assistance. Ways and means of ensuring participation of indigenous peoples on issues affecting them shall be established.

Article 42

The United Nations, its bodies, including the Permanent Forum on Indigenous Issues, and specialized agencies, including at the country level, and States shall promote respect for and full application of the provisions of this Declaration and follow up the effectiveness of this Declaration.

Article 43

The rights recognized herein constitute the minimum standards for the survival, dignity and well-being of the indigenous peoples of the world.

Article 44

All the rights and freedoms recognized herein are equally guaranteed to male and female indigenous individuals.

Article 45

Nothing in this Declaration may be construed as diminishing or extinguishing the rights indigenous peoples have now or may acquire in the future.

Article 46

1. Nothing in this Declaration may be interpreted as implying for any State, people, group or person any right to engage in any activity or to perform any act contrary to the Charter of the United Nations or construed as authorizing or encouraging any action which would dismember or impair, totally or in part, the territorial integrity or political unity of sovereign and independent States.

2. In the exercise of the rights enunciated in the present Declaration, human rights and fundamental freedoms of all shall be respected. The exercise of the rights set forth in this Declaration shall be subject only to such limitations as are determined by law and in accordance with international human rights obligations. Any such limitations shall be non-discriminatory and strictly necessary solely for the purpose of securing due recognition and respect for the rights and freedoms of others and for meeting the just and most compelling requirements of a democratic society.

3. The provisions set forth in this Declaration shall be interpreted in accordance with the principles of justice, democracy, respect for human rights, equality, non-discrimination, good governance and good faith.

Credits

Community profile data (p. 126) compiled by Urban Systems Ltd. for the *West Coast Land Use Demand Study (2020)*

All photographs by Russel Roper (© Ropervision) except:

Photos pages 36, 37, 47, 48, 62, 71, 79 & 80 by DoU staff

Kayaking photo (p. 56) by Majestic Ocean Kayaking

SkyCouch photo (p. 74) by Ian Riddick

Images within DP Guidelines are from various sources, including the 2011 Ucluelet OCP.

Thank you! ̄eekoo!

Cuu



November 17, 2021

District of Ucluelet
PO Box 999
Ucluelet, BC V0R 3A0

c/o Abby Fortune, Director of Parks and Recreation

RE: mud flats environmental concerns

Dear Mayor Noel and Counsellors McEwen, Cole, Hoar and Kemps:

We write as Agent for The Council of Owners, Strata Plan VIS4943, Water's Edge.

The Strata Council would like to share concerns about damage to the mud flats caused by people who venture onto sensitive ecological areas surrounding VIS 4943 via the District's trails and boardwalks.

The Council is requesting that signs, such as the ones on the Spring Cove section of the Wild Pacific Trail, be posted along the District's boardwalks to educate users of the trails about the importance of staying on the trail.

Thank you for your consideration. We look forward to hearing from you.

Yours truly,
ARDENT Properties Inc.

A handwritten signature in black ink that reads 'C Brice'.

Christine Brice
Strata Manager

CB/ms/ph

Enclosed



ARDENT PROPERTIES

Sensitive plants and animals! • Please stay on the trail.

Mud flats matter

Countless species spend all or part of their lives here.

You may not choose a home that sinks under water twice a day, but many species do. This dance, with salt water from the sea and rain water from the land, pumps nutrients into a rich slurry of mud that supports a hidden treasure of creatures that feeds a huge ecosystem.

SALT MARSH — **MUD FLAT** — **SHALLOW SUB-TIDAL**

Sea level rise shifts tides inland

Storm surge

Mean high water
Tides can swing up to 4 metres (13 feet) in 6 hours

Mean sea level

Mean low water

Sediments from land
Mud deposits

Sediments from ocean

BIOFILM

BIVALVES (clams and oysters)

Hooded Merganser
Amphibious raptorial. One river gull at the chong, people while hunting for fish, waterfowl and marsh areas being to support.

Dunegens Crab
Amphibious raptorial. Only can move back to sea.

Eelgrass
Grasses (eelgrass) grow in the mudflats and provide a habitat for many species of fish and invertebrates.

How do you identify Marsh plants?
Sedges have edges and rushes are round.

clayoquot
WILD PACIFIC TRAIL

Graphics © by Spectrum Design. Funded by the Clayoquot Squamish Trust & donations to the Wild Pacific Trail Society. Thanks to Dr. Andy McQueen & UBC students for their help. UCELULET

Sensitive plants and animals! • Please stay on the trail.

Is YOUR footprint heavier than an ATV?

You can help preserve this cove by not walking on the marsh plants or mud flats.
A man exerts 4 times more ground pressure than an ATV!

Who would do the most damage?

Mountain bike:	40 psi
Elephant:	35 psi
Army tank:	15 psi
6 foot tall man:	8 psi
Wheeled ATV:	2 psi
Man on snowshoes:	.5 psi

Don't crush me please!
Footprints crush delicate layers of mud where creatures live.

Why do mud flats smell like farts?
As bacteria decompose organic matter, smelly sulphur and methane gas is released.

Ghost Shrimp
These amphipods are found in every habitat which collapse if disturbed. Small clams, worms, and other life forms build on ghost shrimp burrows.

Ribbon Worms
Can grow up to 2 metres long. Worms are an important nutrient for mudflats and a food for many birds.

Little-neck Clam
These clams are an important part of the mudflat food web. Thousands of them live in the mud. Fats with some are built into the mud and are being eaten by the mudflats.

clayoquot
WILD PACIFIC TRAIL

Graphics © by Spectrum Design. Funded by the Clayoquot Squamish Trust & donations to the Wild Pacific Trail Society. Thanks to Dr. Andy McQueen & UBC students for their help. UCELULET

371 Franklyn Street . Nanaimo BC . V9R 2X5 t. 250.753.0881 f. 250.753.5451

M:\Strata\Strata Plan VIS 4943\Correspondence - vendors\District of Ucluelet\2021-11-17 mudflat signage letter revision.docx

Mud Flats Environmental Concerns Christine Brice, Strata Manager

Admin Support

From: Erin Ryan [REDACTED]
Sent: December 1, 2021 10:10 AM
To: Info Ucluelet
Subject: BC SPCA offer of support: changes to rodenticide use in Ucluelet

[External]

Dear Mayor Noël and Council,

The BC SPCA is writing to offer support in reassessing the use of all rodenticides in Ucluelet and to help raise awareness in your community about the many harms to wildlife and pets that can occur from using such poisons. The District of Ucluelet can be a leader in taking progressive measures to protect wildlife and local greenspaces **by prohibiting all rodenticide use on public-owned properties and looking at strategies to reduce use on private properties.**

Many municipalities in B.C. have already made a significant difference at a local level through bylaws or operational practices, and this leadership was no doubt a contributing factor to the Province's July 21st decision this year to temporarily ban the sales and use of second-generation anticoagulant rodenticides (SGARs) for 18 months.

The SGAR restrictions are a major milestone for our province, and we hope that the change will become permanent. However, there are a number of **exemptions and gaps** that still leave a high risk of exposure for non-target animals like owls and other raptors, and even domestic cats and dogs.

[The Minister's Order](#), in effect until January 2023 includes:

- Restricting who can buy and use SGARs (allowed for essential services only)
- Requiring sellers to prevent unauthorized buyers
- Requiring that SGARs are only used as part of an Integrated Pest Management (IPM) program. This involves identifying the species, determining their population level, identifying and sealing entry points, removing attractants and shelter, incorporating alternatives to rodenticides, and evaluating if the control measures are effective.
- Requiring proper disposal of SGARs
- Requiring record keeping for the sale and use of SGARs (for 3 years)

Unfortunately, **only three specific SGAR products are covered by this Order**. First-generation anticoagulant rodenticides (FGARs) like warfarin, chlorophacinone, and diphacinone are still legal for personal and professional use. These products are an older, slower-acting, and less potent product compared to SGARs – but rodents still suffer the same effects and can develop resistance to these products, making them ineffective for long-term use. Certain non-anticoagulant rodenticides, such as the neurotoxin bromethalin, are also still legal for personal and professional use. There is no antidote for bromethalin if it is accidentally ingested by cats or dogs. Their only hope is to make it to a veterinarian in time to induce vomiting. Once a pet is showing signs of bromethalin poisoning – seizures, muscle tremors, or inability to walk – it's generally too late to treat them, and death is inevitable.

Additionally, designated essential services with a certified pesticide applicator on staff may still buy and use SGARs. While it is important that these essential services control rodent populations for health, safety, and critical societal functioning, the exemption means rodent control operators are unlikely to change their service model. **Integrated Pest Management (IPM) – using prevention and attractant management first** – is often skipped to the default use of rodenticide baiting programs that do not aim to solve the initial pest problem. Further, compliance with IPM regulations

for such programs is low. In 2019, a total of 311 inspections were conducted by provincial IPM Officers. Of these, only 39% were in compliance. Although many of these non-compliances were administrative or minor in nature, it highlights an existing problem with enforcement and user understanding.

The BC SPCA recognizes that unfortunately, there are currently no fast-acting or pain-free rodenticides and therefore recommends that rodenticides only be used in limited cases of infestation when human health and safety are at immediate risk. If they must be used in essential service locations, precautions to minimize exposure to non-target wildlife and pets must be taken, such as limiting the length of time used and retrieving leftover bait. Alternatively, using snap or captive-bolt traps can provide humane lethal control. We are also optimistic that a new rodent contraception being used in the U.S., and a new multi-capture kill trap under development locally, will be available here in the near future, providing additional effective alternatives to rodenticides.

Local leaders can make a major difference for animal welfare and the environment by enacting pest control bylaws.

For example, in June 2020, the BC SPCA supported the District of North Vancouver Council, to cease using all rodenticides on all District-owned properties, which later led to a bylaw and new operational policy for their contractors. In 2021, the BC SPCA also provided student support to the District to develop and operationalize a **rodent risk assessment checklist** for municipalities. The risk assessment and other resources for municipalities are available online at: <https://animalkind.ca/wildlife/resources-for-municipalities/>

The BC SPCA supports Ucluelet's Mayor and Council in advancing initiatives that greatly reduce the use of all rodenticides, in order to protect wildlife, domestic pets, and sensitive habitats from the harmful effects of these poisons. Let us know what we can do to support your municipality in making the commitment to reduce risks of poisoning in your community.

Thank you for your time and consideration,

Erin Ryan, MSc, RPBio (she/her)
Specialist, Research Communications
BC SPCA

1245 East 7th Avenue
 Vancouver BC V5T 1R1

• spca.bc.ca

Respectfully acknowledging that I work on, and this email was sent from, the unceded traditional territory of the downriver hən̓q̓əmi̓n̓əm speaking peoples - ,xʷməθkʷəy̓əm (Musqueam), and səliłwətaʔ (Tseil-Waututh) Nations, and the Skwxwú7mesh-ulh Sníchim speaking peoples - Skwxwú7mesh Uxwumixw (Squamish) Nation whose historical relationships with the land continue to this day.



City of Pitt Meadows
OFFICE OF THE MAYOR

November 17, 2021

File: 05-1900-01/21

Selina Robinson
Minister of Finance
PO Box 9048 Stn Prov Govt
Victoria, BC V8W 9E2
Sent via email: FIN.Minister@gov.bc.ca

Dear Minister Robinson:

Re: Unfair Taxation Benefitting Railway and Industrial Operations

Further to your November 4, 2021 letter advising the Province has no plans to explore reclassification with respect to Railway and Industrial Operations, we are writing to express our significant disappointment with this information.

Although your letter is in response to the September 10, 2021 UBCM meeting it does not appear to consider the overwhelming support of over 90% of UBCM members (90.4% for fair taxation from railway operations and 94.9% for fair taxation from industrial parks) requesting a review of the legislation. Given the high level of support from around the province, we were hopeful more due consideration would be given to our request.

Additionally, over 25 years has passed since the legislation was changed. However, over the last 25 years there have been significant changes in the environment, health and safety considerations as well as continued and increasing pressures on local services and infrastructure.

With regards to your comment on reviewing the assessment methodology of linear properties we would appreciate understanding the rationale, approach and expectation of this review.

For clarity, there were two separate requests for legislation review.

1. Railway Operations - Create fairer taxation by removing section 5(e) of the Assessment Act – Prescribed Classes of Property Regulation B.C. Reg. 438/81 endorsed by UBCM under NR23 Fair Taxation from Railway Operations.
2. Industrial Operations - Create fairer taxation by removing section 5(f) of the Assessment Act – Prescribed Classes of Property Regulation B.C. Reg. 438/81 endorsed by UBCM under NR25 Fair Taxation from Industrial Parks.

Your letter appears to address the railway operations fair taxation request by not wishing to reconsider the 1995/96 decision which is specific to railway operations. However, the review of fair taxation in industrial operations does not appear to have been addressed.

We look forward to a favourable response in regards to our concerns.

Yours Truly,



Mayor Bill Dingwall

BGS, LL.B., CPHR

cc: UBCM Executive
UBCM Member Municipalities



PRESS RELEASE

**For Immediate Release
November 19, 2021**



RECYCLEBC™

INFORMATION UPDATE

Due to the unprecedented flooding event, Recycle BC is making a temporary change to collection of some Recycle BC materials. Starting Monday, November 22 they are:

- Suspending collection of non-deposit **glass bottles and jars** and **foam packaging** (white and coloured) from Recycle BC **depots**.
- Suspending collection of all **glass bottles and jars** from **curbside and multi-family** homes

Please do not take these materials to a depot or set out for curbside or multi-family collection. If possible, hold on to your glass and foam packaging and set out or drop off later, once collection of these materials resumes.

With transportation corridors compromised due to road closures, and Recycle BC's primary glass end market currently under water, they cannot move glass from receiving facilities to their glass end markets. In addition, the flooding has affected the availability of trucks for hauling materials, further compounding these challenges.

At this time, Recycle BC will continue to collect and receive paper, cardboard, containers and soft plastics – materials that can be baled and stored at receiving facilities in a more compact manner. Managing materials responsibly continues to be a priority. They continue to will work with all partners to ensure they handle all materials as effectively as possible during this emergency.

The situation is evolving rapidly, so Recycle BC does not yet know how long this change will be required. They will provide updates as more information becomes available.

Thank you for your patience and please stay safe.



District of Ucluelet

2021 Audit Service Plan
Report to Mayor and Council
December 31, 2021

Cory Vanderhorst, CPA, CA
T: (250) 734-4319
E: cory.vanderhorst@mnp.ca



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November 12, 2021

Mayor and Council of District of Ucluelet

Dear Sirs and Mesdames:

We are pleased to present our Audit Service Plan for the District of Ucluelet (the "District"). In this plan we describe MNP's audit approach, our engagement team, the scope of our audit and a timeline of anticipated deliverables. We are providing this Audit Service Plan to Mayor and Council on a confidential basis. It is intended solely for the use of Mayor and Council and is not intended for any other purpose. Accordingly, we disclaim any responsibility to any other party who may rely on this report.

Our audit will include an audit of the District's consolidated financial statements for the year ended December 31, 2021, prepared in accordance with Canadian public sector accounting standards. Our audit will be conducted in accordance with Canadian generally accepted auditing standards.

At MNP, our objective is to perform an efficient, high quality audit which focuses on those areas that are considered higher risk. We adhere to the highest level of integrity and professionalism. We are dedicated to maintaining open channels of communication throughout this engagement and will work with management to coordinate the effective performance of the engagement. Our goal is to exceed Mayor and Council's expectations and ensure you receive outstanding service.

Additional material provided along with this report include our Engagement Letter. Our Engagement Letter is the formal written agreement of the terms of our audit engagement as negotiated with management and outlines our responsibilities under Canadian generally accepted auditing standards.

We look forward to discussing our Audit Service Plan with you and look forward to responding to any questions you may have.

Sincerely,

A handwritten signature in black ink that reads 'MNP LLP'.

MNP LLP
Chartered Professional Accountants



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AUDIT SERVICE PLAN OVERVIEW

To make strategic business decisions with confidence, your stakeholders and Mayor and Council of the District need relevant, reliable and independently audited financial information. But that's not all. You need an audit team that can deliver insight beyond the numbers and enhance the District's strategic planning and implementation processes so you can embrace new opportunities while effectively managing risk. Our audit strategy is risk based, and considers the limitations and opportunities you encounter each day, allowing our recommendations to be implemented with greater ease. Committed to your success, MNP delivers meaningful, reliable financial information to not only help you fulfill your compliance obligations, but also to achieve your key strategic goals.

Our Audit Service Plan outlines the strategy we will follow to provide the District's Mayor and Council with our Independent Auditor's Report on the December 31, 2021 consolidated financial statements.

TOPICS FOR DISCUSSION

We are committed to providing superior client service by maintaining effective two-way communication. Topics for discussion include, but are not limited to:

- Changes to your business operations and developments in the financial reporting and regulatory environment
- Business plans and strategies
- Any other issues and/or concerns
- Documents comprising the annual report, and their timing of issuance
- Fraud, including how fraud could occur, the risk of fraud and misstatement, and any actual, suspected or alleged fraud
- The management oversight process
- Your specific needs and expectations

KEY CHANGES AND DEVELOPMENTS

Based on our knowledge of the District and our discussions with management, we have noted the recent developments set out below. Our audit strategy has been developed considering these factors.

ISSUES AND DEVELOPMENTS	SUMMARY
 NEW REPORTING DEVELOPMENTS	<ul style="list-style-type: none"> • PS 3280 Asset Retirement Obligations (New) • PS 3400 Revenue (New) • PS 3450 Financial Instruments (New and Amendment) • PS 1201 Financial Statement Presentation (Amendments)
 IMPACT OF COVID-19 ON OUR AUDIT	<ul style="list-style-type: none"> • COVID protocols

Detailed information on Key Changes and Developments are included as Appendix A.

THE MNP AUDIT APPROACH

Mayor and Council is responsible for approval of the consolidated financial statements and District policies, and for monitoring management's performance. Mayor and Council should consider the potential for management override of controls or other inappropriate influences, such as earnings management, over the financial reporting process. Mayor and Council, together with management, is also responsible for the integrity of the accounting and financial reporting systems, including controls to prevent and detect fraud and misstatement, and to monitor compliance with relevant laws and regulations.

Effective discharge of these respective responsibilities is directed toward a common duty to provide appropriate and adequate financial accountability, and quality financial disclosure.

Key responsibilities of MNP and management are outlined in the Engagement Letter (see attached). More detailed discussion about MNP's audit process is provided in Appendix B.

AUDIT MATERIALITY

Materiality is an important audit concept. It is used to assess the significance of misstatements or omissions that are identified during the audit and is used to determine the level of audit testing that is carried out. Specifically, a misstatement or the aggregate of all misstatements in consolidated financial statements as a whole (and, if applicable, for particular classes of transactions, account balances or disclosures) is considered to be material if it is probable that the decision of the party relying on the consolidated financial statements, who has reasonable understanding of business and economic activities, will be changed or influenced by such a misstatement or the aggregate of all misstatements.

The scope of our audit work is tailored to reflect the relative size of operations of the District and our assessment of the potential for material misstatements in the District's consolidated financial statements as a whole (and, if applicable, for particular classes of transactions, account balances or disclosures). In determining the scope, we emphasize relative audit risk and materiality, and consider a number of factors, including:

- The size, complexity, and growth of the District;
- Changes within the organization, management or accounting systems; and
- Concerns expressed by management.

The scope of our audit work is tailored to reflect the relative size of operations of the District and our assessment of the potential for material misstatements in the District's consolidated financial statements as a whole

Judgment is applied separately to the determination of materiality in the audit of each set of consolidated financial statements (and, if applicable, for particular classes of transactions, account balances or disclosures) and is affected by our perception of the financial information needs of users of the consolidated financial statements. In this context, it is reasonable to assume that users understand that consolidated financial statements are prepared, presented and audited to levels of materiality; recognize uncertainties inherent in the measurement of amounts based on the use of estimates, judgment and consideration of future events; and make reasonable economic decisions based on the consolidated financial statements. The foregoing factors are taken into account in establishing the materiality level.

We propose to use \$290,000 as overall materiality for audit planning purposes.

RISK ASSESSMENT

Our audit process focuses on significant risks identified during the pre-planning and planning and risk assessment stage, ensuring that audit procedures are **tailored to your specific circumstances** and appropriately address those risks.

GROUP AUDIT - SIGNIFICANT COMPONENTS

As group auditor, we are responsible for obtaining an understanding of District's components and their environments sufficient to identify those components that are significant due to either individual financial significance to the group or because it is likely to include significant risks of material misstatement of the group financial statements.

TIMING OF THE AUDIT

Based on the audit planning performed and areas of audit risks identified, the following timelines for key deliverables have been discussed and agreed upon with management:

KEY DELIVERABLE	EXPECTED DATE
Delivery of December 31, 2021 Audit Service Plan to Mayor and Council	November 2021
Interim procedures	November 25, 2021 to November 26, 2021
Year-end fieldwork procedures	April 4, 2022 to April 8, 2022
Draft year-end consolidated financial statements to be discussed with management	April 2022
Presentation of December 31, 2021 Audit Findings Report to Mayor and Council	April 2022
Presentation of Management Letter to Mayor and Council	April 2022
Issuance of Independent Auditor's Report	April 2022

AUDIT TEAM

In order to ensure effective communication between Mayor and Council and MNP, we outline below the key members of our audit team that will be responsible for the audit of the District and the role they will play:

TEAM MEMBERS	CONTACT INFORMATION
Cory Vanderhorst, CPA, CA, Engagement Partner	E: Cory.Vanderhorst@mnp.ca
Louise Blomer, CPA, Engagement Manager	E: Louise.Blomer@mnp.ca

In order to serve you better and meet our professional responsibilities, we may find it necessary to expand our audit team to include other MNP professionals whose consultation will assist us to evaluate and resolve complex, difficult and/or contentious matters identified during the course of our audit.

Any changes to the audit team will be discussed with you to ensure a seamless process and that all concerned parties' needs are met.



FEES AND ASSUMPTIONS

DESCRIPTION	2021 ESTIMATE	2020 ACTUAL
Base audit fee as per our fee quote dated	\$ 26,500	\$ 25,250
Disbursements	\$ 1,325	\$ 1,263
Total	\$ 27,825	\$ 26,513

If any significant issues arise during the course of our audit work which indicate a possibility of increased procedures or a change in the audit timetable, these will be discussed with management by the engagement partner, so a mutually agreeable solution can be reached.

Invoices will be rendered as work progresses in accordance with the following schedule:

DESCRIPTION	AMOUNT
On delivery of the audit service plan, 50% of fee	\$ 13,250
At the start of year-end field work, 25% of fee	\$ 6,625
Upon the delivery of the final financial statements and independent auditor's report, 25% of the fee	\$ 6,625

APPENDIX A – KEY CHANGES AND DEVELOPMENTS

We would like to bring to your attention the following accounting and auditing developments, which may have some impact on your financial reporting.

ISSUES AND DEVELOPMENTS SUMMARY

NEW REPORTING DEVELOPMENTS

PS 3280 Asset Retirement Obligations (New)

In August 2018, new PS 3280 *Asset Retirement Obligations* was included in the CPA Canada Public Sector Accounting Handbook (PSA HB). The new PS 3280 establishes standards on how to account for and report a liability for asset retirement obligations (ARO). As asset retirement obligations associated with landfills are included in the scope of new PS 3280, PS 3270 *Solid Waste Landfill Closure and Post-Closure Liability* will be withdrawn.

The main features of this standard are as follows:

- An ARO represents a legal obligation associated with the retirement of a tangible capital asset.
- Asset retirement costs increase the carrying amount of the related tangible capital asset and are expensed in a rational and systematic matter.
- When an asset is no longer in productive use, the associated asset retirement costs are expensed.
- Measurement of the ARO liability should result in the best estimate of the amount required to retire a tangible capital asset at the financial statement date.
- Subsequent measurement of the ARO liability results in either a change in the carrying amount of the related tangible capital asset or an expense. The accounting treatment depends on the nature of the remeasurement and whether the asset remains in productive use.
- The best method to estimate the liability is often a present value technique.

This standard was to be effective for fiscal years beginning on or after April 1, 2021. On June 25, 2020, the PSAB made the decision to defer the effective date by one year due to the impact of the COVID-19 pandemic. The new Section is now effective for annual financial statements relating to fiscal years beginning on or after April 1, 2022. Early application continues to be permitted.

PS 3400 Revenue (New)

In November 2018, new PS 3400 *Revenue* was included in the CPA Canada Public Sector Accounting Handbook (PSA HB). The new PS 3400 establishes standards on how to account for and report on revenue by distinguishing between revenue arising from transactions that include performance obligations and transactions that do not have performance obligations. The main features of this Section are as follows:

- Performance obligations are enforceable promises to provide specific goods or services to a specific payor.
- Performance obligations can be satisfied at a point in time or over a period of time.
- The new standard outlines five indicators to determine if the revenue would be recognized over a period of time.
- Revenue from a transaction with a performance obligation(s) is recognized when, or as, the entity has satisfied the performance obligation(s).
- Revenue from transactions with no performance obligation is recognized when a public sector entity has the authority to claim or retain an inflow of economic resources and a past event that gives rise to a claim of economic resources has occurred.

Further editorial changes have also been made to other standards as a result of the issuance of PS 3400.

This Section was to be effective for fiscal years beginning on or after April 1, 2022. On June 25, 2020, the PSAB made the decision to defer the effective date by one year due to the impact of the COVID-19 pandemic. The new Section is now effective for annual financial statements relating to fiscal years beginning on or after April 1, 2023. Early application continues to be permitted.

APPENDIX A – KEY CHANGES AND DEVELOPMENTS (continued from previous page)

PS 3450 Financial Instruments (New and Amendment)

In June 2011, the Public Sector Accounting Board (PSAB) issued new PS 3450 *Financial Instruments*. The new standard establishes requirements for recognition, measurement, derecognition, presentation and disclosure of financial assets and financial liabilities, including derivatives. The main features of the new standard are:

- Financial instruments are classified into two measurement categories: fair value, or cost or amortized cost.
 - Almost all derivatives, including embedded derivatives not closely related to the host contract, are measured at fair value.
 - Portfolio investments in equity instruments quoted in an active market are measured at fair value.
 - Other financial assets and financial liabilities are generally measured at cost or amortized cost.
 - An entity may elect to measure any group of financial assets or financial liabilities (or both) at fair value when the entity has a risk management or investment strategy to manage those items on a fair value basis.
- Remeasurement gains and losses on financial instruments measured at fair value are reported in the statement of remeasurement gains and losses until the financial instrument is derecognized.
- Budget to actual comparisons are not required within the statement of remeasurement gains and losses;
- Financial liabilities are derecognized when, and only when, they are extinguished.
- Financial assets and financial liabilities are only offset and reported on a net basis if a legally enforceable right to set off the recognized amounts exists, and the entity intends to settle on a net basis or realize/settle the amounts simultaneously.

In May 2012, the transitional provisions for this Section were amended, effective at the time the standard is initially applied, to clarify that the measurement provisions are applied prospectively. Adjustments to previous carrying amounts are recognized in opening accumulated remeasurement gains or losses. Additionally, a new transitional provision has been added that applies to government organizations transitioning from the standards in Part V of the CPA Canada Handbook – Accounting with items classified as available for sale. Accumulated other comprehensive income (OCI) from items classified as available for sale is recognized in accumulated remeasurement gains or losses on transition.

PS 3450 was to be effective for fiscal years beginning on or after April 1, 2019. In March 2018, the Public Sector Accounting Board (PSAB) approved an extension of the effective date to fiscal years beginning on or after April 1, 2021. On June 25, 2020, the PSAB made the decision to defer the effective date by one year due to the impact of the COVID-19 pandemic. The new Section and amendments are now effective for annual financial statements relating to fiscal years beginning on or after April 1, 2022. Early application continues to be permitted. In the period that a public sector entity applies PS 3450, it also applies PS 1201 and PS 2601.

PS 1201 Financial Statement Presentation (Amendments)

In April 2021, the Public Sector Accounting Board (PSAB) issued amendments to PS 1201 *Financial Statement Presentation*.

The narrow-scope amendments clarify the presentation of derivatives, specifically allowing public sector entities to present the remeasurement impact of derivatives separately on the statement of change in net debt. Other minor presentation clarifications have also been included such as allowing a new subtotal for the change in net debt excluding the impact of remeasurement gains and losses on the statement of change in net debt and allowing the inclusion of a footnote on the net debt indicator in the statement of financial position to refer to additional detail provided on the statement of change in net debt.

The amendments are effective in the same period PS 2601 *Foreign Currency Translation* and PS 3450 *Financial Instruments* are adopted. PS 2601 and PS 3450 are to be adopted together and are effective for annual financial statements relating to fiscal years beginning on or after April 1, 2022. Early application continues to be permitted.

APPENDIX A – KEY CHANGES AND DEVELOPMENTS (continued from previous page)**IMPACT OF COVID-19 ON OUR AUDIT**

MNP's COVID protocols are based on recommendations by the Province of British Columbia. At the date of this Audit Service Plan we are adhering to the following:

Social Distancing;
No Non-Essential Attendance at External Business Development, Conferences or Training;
No Non-Essential Business Travel and;
International Travel - Self-Isolation for 14 days.

Wherever possible, we use our Client Portal website to facilitate transfer of documents and requests for information. This allows for ease of sharing documents without a file size restriction, while maintaining security and confidentiality over your documents and information. During the height of COVID, we performed our audits remotely, using email, phone, and the Client Portal to share information. Meetings were held virtually on a variety of platforms, including Teams and Zoom, and we were able to complete and deliver our usual high-quality audits.

In the current "reopening" scenario, we have started doing fieldwork visits again. Before our team members attend field work, we will be sending out a questionnaire to ascertain if it is safe for our team to be onsite as well as to learn your current COVID protocols. The safety of your team and ours is paramount at all times. All team members will be apprised of the District's protocols before we arrive onsite. If the Province increases restrictions related to COVID we are prepared to perform field work remotely.

APPENDIX B – THE AUDIT PROCESS

OUR PLAN

Our overall audit strategy is risk-based and controls-oriented. Assessment and identification of risk is performed continuously throughout the audit process. We focus on the risks that have a potential impact on the financial accounting systems and subsequent financial reporting.

Our overall audit strategy does not, and is not intended to involve the authentication of documents, nor are our team members trained or expected to be experts in such authentication. Unless we have reason to believe otherwise, we accept records and documents as genuine. The subsequent discovery of a material misstatement resulting from fraud does not, in and of itself, indicate a failure to comply with Canadian generally accepted auditing standards.

AUDIT PROCEDURES

To meet our responsibilities in accordance with Canadian generally accepted auditing standards, our audit examination includes:

- Obtaining an understanding of the entity and its environment, including its controls, in order to identify and assess the risk that the consolidated financial statements contain material misstatements due to fraud or misstatement;
- Assessing the adequacy of and examining, on a test basis, the key controls over significant transaction streams and over the general organizational and computer environments;
- Assessing the systems used to ensure compliance with applicable legislative and related authorities pertaining to financial reporting, revenue raising, borrowing, and investing activities;
- Examining, on a test basis, evidence supporting the amounts and disclosures in the consolidated financial statements;
- Assessing the appropriateness and consistency of accounting principles used and their application;
- Assessing the significant estimates used by management; and,
- Assessing the entity's use of the going concern basis of accounting in the preparation of the consolidated financial statements.

As part of our planning process, we will also undertake to inform Mayor and Council of concerns relating to management's implementation and maintenance of controls, and the effects of any such concerns on the overall strategy and scope of the audit. These concerns might arise from the nature, extent and frequency of management's assessments of controls in place to detect fraud and misstatement, and of the risk that the consolidated financial statements may be misstated; from a failure by management to appropriately address significant deficiencies in controls identified in prior audits; and, from our evaluation of the District's control environment, and management's competence and integrity.

APPENDIX B – THE AUDIT PROCESS (continued from previous page)

OVERALL RELIANCE

CONTROL RELIANCE LEVEL	LOW/NONE	MODERATE	HIGH
DESCRIPTION	Where we cannot rely on controls because they are weak or absent, or where it is deemed to be more efficient to carry out a high level of direct substantive tests of details. Audit evidence is primarily obtained through detailed verification procedures and sufficient substantive tests of details.	Where there are some deficiencies in systems application or procedural controls, or where it is deemed to be inefficient to test systems application controls, but where we can test and rely on the management monitoring systems in place to detect and correct material misstatements in the financial reporting systems. Testing of controls is supplemented with a moderate level of substantive tests of details.	Where a high degree of control is in place in the areas of management monitoring controls AND systems application and procedural controls. Our audit work focuses on testing both management monitoring and systems application and procedural controls, and is supplemented with a low level of substantive tests of details.
PLANNED RELIANCE		—	—

For the December 31, 2021 audit, we are planning to place low reliance on the District's accounting systems. This level of reliance is consistent with the prior year, and will involve mainly substantive tests of details.

The amount of substantive work will be reduced for cycles where there are controls in place that MNP can test and rely on.

As part of our audit work we will update our understanding of the entity and its environment, including the controls relevant to our audit of the principal transaction cycles, sufficient to identify and assess the risks of material misstatement of the consolidated financial statements resulting from fraud or misstatement. This will be accomplished through inquiries with management and others within the entity, analytical procedures and observation and inspection. Furthermore, we will consider whether effective controls have been established to adequately respond to the risks arising from the use of IT or manual systems and test the operation of those controls to an extent sufficient to enable us to reduce our substantive work. Our review of the District's controls will not be sufficient to express an opinion as to their effectiveness or efficiency.



Although we will provide Mayor and Council with any information about significant deficiencies in internal control that have come to our attention, we may not be aware of all the significant deficiencies in internal control that do, in fact, exist.

APPENDIX B – THE AUDIT PROCESS (continued from previous page)**INHERENT LIMITATIONS IN THE AUDITING PROCESS**

An auditor cannot obtain absolute assurance that material misstatements in the consolidated financial statements will be detected due to factors such as the use of significant judgment regarding the gathering of evidence and the drawing of conclusions based on the audit evidence acquired; the use of testing of the data underlying the consolidated financial statements; inherent limitations of controls; and, the fact that much of the audit evidence available to the auditor is persuasive, rather than conclusive in nature.

Because of the nature of fraud, including attempts at concealment through collusion and forgery, an audit designed and executed in accordance with Canadian generally accepted auditing standards may not detect a material fraud. While effective controls reduce the likelihood that misstatements will occur and remain undetected, they do not eliminate that possibility. Therefore, the auditor cannot guarantee that fraud, misstatements and non-compliance with laws and regulations, if present, will be detected when conducting an audit in accordance with Canadian generally accepted auditing standards.

The likelihood of not detecting material misstatements resulting from management fraud is greater than for employee fraud, because management is in a position to manipulate records, present fraudulent information or override controls.

We will inform the appropriate level of management or Mayor and Council with respect to identified:

- Misstatements resulting from errors, other than clearly trivial misstatements;
- Fraud, or any information obtained that indicates that fraud may exist;
- Evidence obtained that indicates non-compliance or possible non-compliance with laws and regulations, other than that considered inconsequential;
- Significant deficiencies in the design or implementation of controls to prevent and detect fraud or misstatement; and
- Related party transactions that are not in the normal course of operations and that involve significant judgments made by management concerning measurement or disclosure.

Our concern as auditors is with material misstatements, and thus, we are not responsible for the detection of misstatements that are not material to the consolidated financial statements taken as a whole.

APPENDIX C – AUDITOR INDEPENDENCE

AUDITOR INDEPENDENCE

An essential aspect of all our services to the District is an independent viewpoint, which recognizes that our responsibilities are to the members. While the concept of independence demands a questioning and objective attitude in conducting our audit, it also requires the absence of financial or other interests in the District. In accordance with our firm's policy, and the Code of Professional Conduct, which govern our profession, neither MNP nor any of its team members assigned to the engagement or any of its partners, are permitted to have any involvement in or relationship with the District that would impair independence or give that appearance. As auditors, we subscribe to the highest standards and are required to discuss the auditor's independence with Mayor and Council on an annual basis. Under the standard an auditor shall:

- Disclose to, Mayor and Council in writing, all relationships between the auditor and the District that in the auditor's professional judgment may reasonably be thought to bear on our independence;
- Discuss the auditor's independence with Mayor and Council.

During the course of the audit, we will communicate any significant new matters that come to our attention that, in our professional judgment, may reasonably be thought to bear on our independence. At the completion of our audit, we will reconfirm our independence.

MNP LLP – Wherever Business Takes You

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About MNP LLP

MNP is a leading national accounting, tax and business consulting firm in Canada. We proudly serve and respond to the needs of our clients in the public, private and not-for-profit sectors. Through partner-led engagements, we provide a collaborative, cost-effective approach to doing business and personalized strategies to help organizations succeed across the country and around the world.



From: [Tracy Bond](#)
 Subject: ACRD Around the Region Newsletter - November 2021
 Date: November 26, 2021 11:42:25 AM

[External]



Around our Region



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



NOVEMBER 10TH MEETING

ELECTIONS OF CHAIR & VICE-CHAIR

The Board held elections for the positions of Chair and Vice-Chair of the Alberni-Clayoquot Regional District (ACRD)/Alberni-Clayoquot Regional Hospital District (ACRHD) for 2021/2022. Director John Jack was acclaimed as Chairperson of the ACRD and Vice-Chairperson of the ACRHD for 2021/2022. Director John McNabb was acclaimed as Vice-Chairperson of the ACRD and Chairperson of the ACRHD for 2021/2022.

ISLAND HEALTH SERVICE FUNDING CONTRACT – ALBERNI-CLAYOQUOT HEALTH NETWORK (ACHN)

The Board will enter into another three-year funding service contract with Island Health on behalf of the ACHN in the amount of \$80,000 per year for a total of \$240,000.00 commencing December 1, 2021. The ACHN works to take action to improve the social determinants of health within the region. The Network is a community driven mechanism that helps to build partnerships and capacity; share concerns, ideas and resources and create innovative solutions that impact the social determinants of health and work towards sustainable healthy communities. For further information on the Network visit their website at <https://achn.ca/>

SPROAT LAKE VOLUNTEER FIRE DEPARTMENT (SLVFD) – WATER TENDER APPARATUS RFP

The Board award the contract to supply a Water Tender Apparatus to the SLVFD to Hub Fire Engines & Equipment Ltd in the amount of \$436,409.00 plus taxes.

NOVEMBER 24TH MEETING

NEW CHIEF ADMINISTRATIVE OFFICER (CAO) WELCOMED

The Chairperson introduced and welcomed Mr. Daniel Sailland, new Chief Administrative Officer for the Alberni-Clayoquot Regional District.

BAMFIELD VOLUNTEER FIRE DEPARTMENT (BVFD) – MINI-PUMPER FIRE APPARATUS RFP

The Board awarded the contract to supply a Mini-Pumper Fire Apparatus, for the Bamfield Volunteer Fire Department, to Fort Garry Fire Trucks in the amount of \$328,090.00 plus taxes.

BYLAW ENFORCEMENT POLICY AND BYLAW ENFORCEMENT OFFICER DESIGNATION.

The Board adopted the ACRD Bylaw Enforcement Policy as presented November 24, 2021 and designated Jason Kevis and Charity Hallberg Dodds as Bylaw Enforcement Officers. With the adoption of the policy, the ACRD intends to establish clear and consistent procedures, roles, expectations, and standards for ACRD Bylaw Enforcement services. Designation of the Bylaw Enforcement Officers allows for authorized issuance of bylaw notices, including penalties.

CAMPGROUND & DEVELOPMENT ISSUES AT THE LONG BEACH AIRPORT

The Board supported in principle long-term development planning for lands at the Long Beach Airport and will complete an assessment of resource needs and financial implications to support this objective as part of the 2022-2026 Financial Planning process.

UPCOMING MEETINGS – input on upcoming meetings may be emailed to: responses@acrd.bc.ca
Alberni Valley & Bamfield Services Committee – December 1st, 1:30 pm; ACRD Boardroom/Zoom
Electoral Area Directors Committee Meeting – December 8th, 10:00 am; ACRD Boardroom/Zoom
Board of Directors – December 8th, 1:30 pm, followed by the **Regional Hospital District**; ACRD Boardroom/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.

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"
Sproat Lake)

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

Mayor Sharie Minions
(City of Port Alberni)

Councillor Ron Paulson
(City of Port Alberni)

Councillor Tom Stere
(District of Tofino)

Councillor Rachelle Cole
(District of Ucluelet)

Councillor Kirsten Johnson
(Taqwaht Nation)

Councillor Wilfred Cootes
(Uchucklesaht Tribe
Government)

Councillor Alan McCarthy
(Yuulu?il?ath Government)

2021 Wood Stove Exchange Program

There is still time to receive up to \$1300 in savings and rebates.

Visit www.bctc.ca for more information.



Click [here](#) to open newsletter in pdf format

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ALBERNI-CLAYOQUOT
REGIONAL DISTRICT

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