



COUNCIL FOR THE CITY OF PORT ALBERNI

AGENDA PACKAGE

MONDAY, AUGUST 25, 2008

CONTENTS

- **Meeting Schedule**
- **Regular Council**

**CITY OF PORT ALBERNI – MEETING SCHEDULE
MONDAY, AUGUST 25, 2008**

| | | |
|----------|--|------------------|
| 11:45 am | Special In-Camera Meeting <i>@ Council Chambers</i> | CLOSED TO PUBLIC |
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| 12:00 pm | Regular Council Meeting <i>@ Council Chambers</i> | OPEN MEETING |
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DATES TO NOTE

| | | |
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| Thurs. Aug 28 12:00 pm | Advisory Planning Commission Meeting (Councillor Mealey) <i>@ Committee Room</i> | OPEN MEETING |
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| Wed. Sept 3 7:30 pm | Museum and Heritage Commission (Councillor Patterson) <i>@ AV Museum</i> | OPEN MEETING |
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|-------------------------------------|---|---------------|
| Mon. Sept 8 9:45-11:30 am | Wood Tech 21 Tour of Catalyst Site (Mayor and Council) <i>@ Catalyst</i> | BY INVITATION |
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| 12:00-2:00 pm | Wood Tech 21 Briefing Luncheon (Mayor and Council) <i>@ Smitty's Restaurant</i> | BY INVITATION |
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| 3:00 pm | Municipal Pension Retirees Association Meeting (Mayor and Council) <i>@ Committee Room</i> | BY INVITATION |
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| 7:00 pm | Regular Council Meeting <i>@ Council Chambers</i> | OPEN MEETING |
|---------|--|--------------|

A G E N D A

SPECIAL MEETING OF COUNCIL

MONDAY, AUGUST 25, 2008 AT 12:00 PM
IN THE CITY HALL COUNCIL CHAMBERS

PRESENT:

A. **APPROVAL OF AGENDA** (including introduction of late items)

B. **ADOPTION OF MINUTES** - Page 1

1. Regular Council Meeting held August 11, 2008 at 7:00 pm.

C. **DELEGATIONS**

D. **PROCLAMATIONS**

1. **The Terry Fox Run (KW) - Page 8**

Letter dated August 12, 2008 advising that the Terry Fox Run is on Sunday, September 14, 2008, with registration starting at 9:00 am and the run starting at 10:00 am; requesting the week of September 8 to 14, 2008 to be proclaimed as "Terry Fox" week and to raise the Terry Fox flag in front of City Hall with the Mayor and Lions in attendance for a photo op.

That the letter be received and the proclamation be endorsed as requested.

E. **CORRESPONDENCE FOR ACTION**

1. **Christina Spence Proteau (HC) - Page 9**

Letter dated July 31, 2008 requesting financial aid to help her play in the World University Golf Championships this September in South Africa.

That the letter dated July 31, 2008 from Christina Spence Proteau be received and Council provide a letter of support for her attendance at the World University Golf Championships in South Africa.

2. Cathy and Bill Bowman (HC) - Page 10

E-mail dated August 19, 2008 from Cathy and Bill Bowman requesting permission to set up their food vending van near the Salmon Festival location on the upcoming Labour Day weekend.

That the e-mail dated August 19, 2008 from Cathy and Bill Bowman be received.

F. INFORMATIONAL CORRESPONDENCE

1. Association of BC Forest Professionals - Page 11

Letter dated August 6, 2008 advising of the requirements for compliance with provincial legislation and in particular the *Foresters Act*.

2. Vancouver Island Health Authority (VIHA) - Page 13

Letter dated July 29, 2008 responding to the City's letter dated June 24, 2008 (*attached*) encouraging the Vancouver Island Health Authority (VIHA) to provide additional funding to Fir Park and Echo Village.

**3. Federation of Canadian Municipalities (FCM)
Centre for Sustainable Community Development - Page 15**

Fax dated August 13, 2008 advising of the FCM's Green Municipal Fund financing opportunity for sustainable transportation projects.

**4. Federation of Canadian Municipalities (FCM)
Centre for Sustainable Community Development - Page 16**

Fax dated August 18, 2008 advising of the FCM's Green Municipal Fund financing opportunity for water projects that improve effluent quality from municipal wastewater treatment systems.

G. UNFINISHED BUSINESS

H. BYLAWS

I. REPORTS

1. Accounts (HC)

That the certification of the Director of Finance dated August 25, 2008 be received and the cheques numbered to inclusive, in payment of accounts totalling be approved.

2. Director of Parks and Recreation, Roof Tenders - Museum & Aquatic Centre (CS) - Page 17

Report dated August 13, 2008 detailing the results of the bids received for the roof tenders for the upper roof and the Museum and a portion of the Aquatic Centre.

That the report dated August 13, 2008 from the Director of Parks and Recreation be received and Council for the City of Port Alberni approve the deletion of the City Hall roofing project from the 2008 Capital budget and reallocate the funds totalling \$54,000 to the Museum and Pool roofing budgets, and that the contract to undertake roof replacements at the Museum and Pool be awarded to the low bidder, Aurora Roofing in the amount of \$141,306.

3. Director of Parks and Recreation - Uptown Electrical Tender (JM) - Page 19

Report dated August 13, 2008 detailing the results of the bids received for the installation of electrical components for the Uptown business district on Third Avenue between Argyle Street and Mar Street.

That the report dated August 13, 2008 from the Director of Parks and Recreation be received and Council for the City of Port Alberni approve the contract for the installation of the uptown lighting to Bailey Electric at a maximum upset price of \$363,419 and that surplus funds be used to complete the balance of the electrical work.

4. Economic Development Manager - Invitation to Bid on 2009 Forest Capital of BC Designation (JM) - Page 23

Report dated August 18, 2008 in response to Council's request to look into the benefits of being designated as the 2009 Forest Capital of BC.

That the report dated August 13, 2008 from the Economic Development Manager be received and the recommendation that the City of Port Alberni apply for the 2010 Designation if the local Ministry of Forests office is willing to partner on this, be approved.

5. Councillor Whiteman - Community Services, Economic Development & Tourism Report - Page 25

- Monthly report from the Economic Development Manager providing information about current departmental operations.

J. QUESTION PERIOD

An opportunity for the public and the press to ask questions of the Mayor and Council.

K. OTHER COMPETENT BUSINESS

(Including Motions and Notice of Motions)

L. ADJOURNMENT

That the meeting adjourn at pm.

**MINUTES OF THE REGULAR MEETING OF COUNCIL HELD MONDAY,
AUGUST 11, 2008 AT 7:00 PM IN THE CITY HALL COUNCIL CHAMBERS**

PRESENT: Alternate Mayor Patterson, Councillors Chopra, McLeman, Mealey, Solda and Whiteman

EXCUSED: Mayor McRae

A. APPROVAL OF AGENDA (including introduction of late items)

Mealey/Chopra

That the agenda be approved as circulated with the addition of late items D.1 Proclamation for Travis Cross and I.2 Correspondence from A. Fleming.

Carried

B. ADOPTION OF MINUTES

Mealey/Whiteman

That the minutes of the August 11, 2008 Regular Council meeting be adopted as circulated.

Carried

C. DELEGATIONS

1. Gillian Trumper

Gillian Trumper was in attendance to provide a briefing on the progress of Woodtech 21 and to invite Mayor and Council to attend an information session on September 8th, 2008 at 10:00 am beginning at the Catalyst site.

D. PROCLAMATIONS

1. Travis Cross

Chopra/Mealey

That August 20 & 21, 2008 be proclaimed as Travis Cross Day's in Port Alberni to celebrate his Olympic Wrestling debut and Echo Centre be available with a large screen television to welcome the community to cheer him on between 4:00 pm and 8:00 pm on August 20, 2008.

Carried

ENTERED

E. CORRESPONDENCE FOR ACTION

1. John Douglas

Mealey/Chopra

That the letter dated July 20, 2008 requesting the City's interest in a Multi-Casualty Unit to be used by the Search and Rescue Squad be received and referred to the Fire Chief and Emergency Planning Coordinator for a report.

Carried

2. Alberni Valley Lions Club

Chopra/Mealey

That the letter dated July 28, 2008 inviting the Mayor and Council members to assist in judging at the Port Alberni Salmon Festival Bullhead Derby on Sunday, August 31, 2008 at Clutesi Haven Marina from 9:30 am – 11:00 am, be received and all available Councillors participate in the event.

Carried

3. Union of British Columbia Municipalities (UBCM)

Solda/Mealey

That the fax dated July 30, 2008 providing a questionnaire on the affordable housing and homelessness issue be received and that Council for the City of Port Alberni provide feedback based on local experience for the questionnaire by the deadline of August 22, 2008.

Carried

4. Marion Fraser – Donation of Picture

Mealey/Chopra

That Council for the City of Port Alberni accept the picture donated by Marion Fraser and that a letter of thanks be provided.

Carried

5. Debbie Molloy

Mealey/Whiteman

That the email dated August 6, 2008 providing a recent editorial from the Victoria Times Colonist newspaper referring to a process that Victoria City Council has taken regarding a development proposal and requesting that Council consider Victoria City Council's process when reviewing development proposals be received.

Carried

F. INFORMATIONAL CORRESPONDENCE

1. Ministry of Community Development

Copy of a letter dated July 28, 2008 to Scott Fraser, MLA from the Honourable Ida Chong providing an explanation as to why the Chamber of Commerce did not receive funding to assist with the construction of a new visitor centre.

2. Federation of Canadian Municipalities (FCM)

Excerpt from the Canadian Municipal Engagement in FCM's International Program 2007-2008, which staff from the City have been involved with.

3. Canadian Heritage

Letter dated August 1, 2008 announcing a funding program *Building Communities through Arts and Heritage* which funds local arts and heritage festivals and community historical anniversaries.

Whiteman/Solda

That Council refer the letter dated August 1, 2008 announcing a funding program Building Communities through Arts and Heritage which funds local arts and heritage festivals and community historical anniversaries to the Manager of the AV Museum for the consideration of the Heritage Commission.

Carried

4. Société du 400 Anniversaire de Québec

Letter dated July 31, 2008 thanking communities across Canada for participating in ringing bells on July 3, 2008 marking the arrival of Samuel de Champlain at Québec 400 years ago.

5. Federation of Canadian Municipalities

Letter dated July 15, 2008 providing a copy of a DVD *"After the Tsunami: Cities Helping Cities"* produced by CTV.

6. Premier of British Columbia

Letter dated August 5, 2008 thanking the City for signing the British Columbia Climate Action Charter.

7. Union of British Columbia Municipalities

Fax received July 29, 2008 providing highlights of the Executive Meeting held July 16 – 18, 2008.

8. Union of British Columbia Municipalities – TILMA

a) Fax received July 25, 2008 advising that the Province of British Columbia and the Union of British Columbia Municipalities (UBCM) have reached an agreement with respect to the Trade, Investment and Labour Mobility Agreement.

- b) Fax received July 25, 2008 providing a breakdown of the key elements of the agreement reached between the Province of British Columbia and the Union of British Columbia Municipalities.
- c) Fax received July 29, 2008 providing a copy of a letter issued by Lidstone, Young, Anderson Barristers & Solicitors providing a breakdown of the agreement reached between the province and the UBCM.

*Mealey/Whiteman
That Informational Correspondence items numbered 1 through 8 be
received and filed.*

Carried

G. UNFINISHED BUSINESS NIL

H. BYLAWS

1. City Planner – Zoning Amendment Applications – 5350 Falls Street

*Mealey/Whiteman
That the City Planners report dated July 24, 2008 regarding the
Amendment Application of 5350 Falls Street be received and Council
agree to the proposed restrictive covenant to require a geotechnical report
of the river bank clarifying that dwelling unit sites may be used safely for
their intended use with input from the DFO and the Mayor and Clerk be
authorized to execute the covenant.*

Carried

2. "Zoning Text Amendment No. T28 (Maximum of 2.5 Building Storeys in the RM1 District), Bylaw No. 4668"

*Mealey/Chopra
That "Zoning Text Amendment No. T28 (Maximum of 2.5 Building Storeys
in the RM1 District, Bylaw No. 4668" be now finally adopted, signed by the
Mayor and Clerk, sealed with the Corporate seal and numbered 4668.*

Carried

3. **“Zoning Amendment No. 60 (5350 Falls Street – McManus Development),
Bylaw No. 4669”**

Mealey/Chopra

That “Zoning Amendment No. 60 (5350 Falls Street – McManus Development), Bylaw No. 4669” be now finally adopted, signed by the Mayor and Clerk, sealed with the Corporate seal and numbered 4669.

Carried

I. **REPORTS**

1. **Accounts**

Chopra/Whiteman

That the certification of the Director of Finance dated August 11, 2008 be received and the cheques numbered 101643 to 101836 inclusive, in payment of accounts totalling \$753,492.41 be approved.

Carried

2. **City Clerk – Transfer of Liquor Licences – Beaufort Hotel**

Hank Bramwell, applicant, spoke to Council and outlined the intention of the licensee and property owner. Ann Fleming expressed concerns that nothing will change with the transfer of the licence.

Chopra/Mealey

That Council for the City of Port Alberni support the applications for a Transfer of Location, for Liquor Primary Licence No.'s 044839 and 106203 on the condition that the old Beaufort Hotel at 3009 Third Avenue is to be demolished.

Carried

Solda/McLeman

That the City of Port Alberni refer the email from Ann Fleming regarding the Transfer of Liquor Licence No.'s 044839 and 106203 to the Liquor Control and Licencing Branch.

Carried

3. **Mayor's Report**

Mealey/Whiteman

That the Mayor's report be received.

Carried

4. **Councillor Chopra - General Government Services Report**

5. **Councillor McLeman - Transportation, Utilities and Forestry Report**

McLeman/Mealey

That the monthly report from the City Engineer providing information about current departmental operations, be received.

Carried

6. **Councillor Mealey - Planning, Environmental Services and Library Report**

7. **Councillor Patterson - Heritage, Culture and Education Report**

8. **Councillor Solda - Health and Protective Services Report**

Solda/Mealey

That the monthly report from the Fire Chief providing information about current departmental operations, be received.

Carried

Solda/Mealey

That the monthly report from the RCMP OIC providing information about current departmental operations, be received.

Carried

9. **Councillor Whiteman - Community Services, Economic Development & Tourism Report**

J. **QUESTION PERIOD**

An opportunity for the public and the press to ask questions of the Mayor and Council.

Mr. Molloy, 5350 Falls Street expressed concern for the health of seniors living at 5350 Falls Street following Council's adoption of Bylaw No.'s 4668 and 4669.

Mrs. Molloy, 5350 Falls Street asked about a policy for the development of mobile home parks. Councillor Mealey responded that it is in the works and is intended for future development within the City of Port Alberni. It was never intended to apply to 5350 Falls Street.

Jens Van Draby of Qualicum House, 3042 3rd Avenue, commented that Port Alberni is a nice place and is appreciated by those living here but it has a poor image that needs to be improved with better public landscaping like other island communities.

K. OTHER COMPETENT BUSINESS

L. ADJOURNMENT

Mealey/Whiteman
That the meeting adjourn at 8:30 pm.

Mayor



Clerk

L:\Council\RegularCouncilMeetings\Minutes\August11_tf.doc

RECEIVED
AUG 12 2008
CITY OF PORT ALBERNI



The Terry Fox Run
Sunday September 14, 2008

August 12, 2008

City of Port Alberni
City Clerk, Russell Dyson

The Alberni Valley Lions are again organizing the Terry Fox Run this year. The Run will be held on September 14 with registration beginning at 9 am and the run at 10 am at the Athletic Hall.

We are asking the Mayor and Councilors to proclaim the week of September 8-14 as "Terry Fox Week".

We would also ask that you please: Raise the Terry Fox flag in front of City Hall during that week; provide the Lions with a public relations photo opportunity with the Mayor; and notify the undersigned as to the timing of the flag raising ceremony. The Lions would like to be in attendance for that event.

Thank you for this consideration.

A handwritten signature in black ink that reads "Robert Dalton".

Lion Robert Dalton,
Terry Fox Run Event Co-coordinator

Phone: 250-724-0558
Fax: 250-724-0598
Email: daltonbay@shaw.ca



RECEIVED

AUG 13 2008

CITY OF PORT ALBERNI

Christina Spence Proteau

4465 Glenwood Drive Port Alberni, B.C. V9Y 4P7 (250)723-4319 cmspence@uvic.ca

July 31, 2008

Mayor Ken McRae
City of Port Alberni
4850 Argyle Street
Port Alberni, B.C.
V9Y 1V8

Dear Mayor McRae:

My name is Christina Spence Proteau, I am 25 years old, and I am a recent graduate of the University of Victoria Faculty of Law. At the end of May of this year, I participated in the Canadian University/College Championships conducted by the Royal Canadian Golf Association, representing the University of Victoria Women's Golf team. Our team was victorious, capturing the team title, while I placed 1st overall as an individual. Placing first, I earned a spot representing Canada at the World University Golf Championships this September in South Africa. The tournament runs from September 2nd-5th in Sun City, South Africa, outside of Johannesburg. The Canadian contingent will be competing against teams from all over the world, comprised of the best collegiate players around.

Now that I have graduated law school, I will no longer be able to participate in this event for Canada, as I will no longer be a full-time student. To be quite frank, it is difficult to say if I will ever again get the opportunity to represent my country at such a high level. The unfortunate thing about this type of event is that the Royal Canadian Golf Association, due to their limited budget and other priorities, does not offset the costs of this competition. The overall cost of participating in such an event runs approximately \$4,500. The purpose of this letter is to ask for some financial aid to help me pursue this endeavour. If the City of Port Alberni is able to provide me with some assistance in this endeavour, I would be forever grateful. I understand that funds may in fact be limited for you as well, but hope that you can find room to provide me with some assistance, however great or small.

I want to add that I grew up in Port Alberni, graduated as valedictorian from A.D.S.S. in 2001, and have recently returned with my husband to start our new life back in town.

Thank you very much for your time.

Sincerely,



Christina Spence Proteau

ENTERED

E.I.

Bill and Cathy
<billandcathy@yahoo.com>

08/19/2008 05:34 PM

Please respond to
billandcathy@yahoo.com

To russell_dyson@portalberni.ca

cc

Subject From Kathy's Kitchen

From Kathy's Kitchen

Tuesday Aug 19th/08

Hello:

Cathy and I spoke today with a Mr. Dan Washington of the Salmon Festival Committee at Alberni Engineering as per your request regarding setting up our food vending van near the Salmon Festival location on the upcoming Labour Day weekend. He had no objection at all and in fact said he would call you to advise you of this immediately. This was approximately 15:30 local time. Trusting this is all you need to present our request to whomever will make a final decision and looking forward to a response.

Thank you.

Sincerely
Cathy and Bill Bowman.

ENTERED

RECEIVED

AUG - 8 2008

CITY OF PORT ALBERNI

ASSOCIATION OF
BC FOREST PROFESSIONALS



August 6, 2008

City of Port Alberni
4850 Argyle Street
Port Alberni, BC V9Y 1V8

1030-1188 West Georgia Street
Vancouver, BC V6E 4A2
Tel: 604.687.8027 Fax: 604.687.3264
E-mail: info@abcfp.ca
Website: www.abcfp.ca

Re: Compliance with the Foresters Act

Dear Sir/Madam:

We are writing to advise you of the requirements for compliance with provincial legislation and in particular the *Foresters Act*.

The *Foresters Act* governs the practice of professional forestry in British Columbia. Among other things, the *Act*:

- (1) Defines the practice of professional forestry. The definition of professional forestry practice is included in Section 1 of the Act as noted below;
- (2) Establishes the Association of British Columbia Forest Professionals (ABCFP) as the governing body to set standards for education, entrance to the profession and regulation of the profession. Forest Professionals are bound to practice under a Code of Ethics and are accountable to the public through discipline provisions enabled through the Act;
- (3) Prohibits anyone other than a member of the ABCFP from engaging in the practice of professional forestry; and
- (4) Prohibits a non-member from using titles and designations that would lead someone to believe that the person is a registered member of the profession entitled to engage in the practice of professional forestry.

The *Foresters Act* defines the practice of professional forestry as follows:

"**practice of professional forestry**" means, for fees or other remuneration, advising on, performing or directing works, services or undertakings which, because of their scope and implications respecting forests, forest lands, forest resources and forest ecosystems, require the specialized education, knowledge, training and experience of a registered member, an enrolled member or a special permit holder, and includes the following:

- (a) planning, advising on, directing, approving methods for, supervising, engaging in and reporting on the inventory, classification, valuation, appraisal, conservation, protection, management, enhancement, harvesting, silviculture and rehabilitation of forests, forest lands, forest resources and forest ecosystems;
- (b) the preparation, review, amendment and approval of professional documents;

- (c) assessing the impact of professional forestry activities to
 - (i) verify that those activities have been carried out as planned, directed or advised,
 - (ii) confirm that the goals, objectives or commitments that relate to those activities have been met, or
 - (iii) advise or direct corrective action as required to conserve, protect, manage, rehabilitate or enhance the forests, forest lands, forest resources or forest ecosystems;
- (d) auditing, examining and verifying the results of activities involving the practice of professional forestry, and the attainment of goals and objectives identified in or under professional documents;
- (e) planning, locating and approving forest transportation systems including forest roads;
- (f) assessing, estimating and analyzing the capability of forest lands to yield a flow of timber while recognizing public values related to forests, forest lands, forest resources and forest ecosystems;

This act requires you to hire only registered forest professionals for all work that you may do that falls under the definition of the practice of professional forestry as defined in the *Foresters Act*. Work that involves individual trees within your municipality is not professional forestry; however, if the work involves forests, forest lands, forest resources or forest ecosystems, you will require the services of a registered forest professional in order to comply with provincial law.

Should your municipality undertake any of the activities within the definition of the practice of professional forestry you are legally required to employ a properly qualified member of the ABCFP. If you have any questions about compliance with the *Foresters Act* please feel free to contact me at any time at 604.331.2326.

Yours truly,



Randy Trerise, RPF
Registrar

July 29, 2008

Ref # 7192

Russell Dyson
City Clerk
City of Port Alberni
City Hall
4850 Argyle Street
Port Alberni, BC V9Y 1V8

Dear Mr. Dyson:

Thank you for your letter of June 24th, 2008 advising the Vancouver Island Health Authority (VIHA) that the Council of the City of Port Alberni passed a resolution on June 27th, 2008 encouraging VIHA to provide additional funding to Fir Park and Echo Village.

While I appreciate Council's concern for the residents of these facilities, I would reiterate the information contained in VIHA's Letter to the Editor of the Alberni Times on May 21, 2008:

- Over the next few years, the Vancouver Island Health Authority (VIHA) is implementing a Care Delivery Model that, based on the principles of equity and fairness, will deliver the highest number of hours of care per resident anywhere in BC - 3.24 hours per resident per day. In addition, a Registered Nurse will be on-site 24/7 to ensure that high quality care is delivered.
- Based on the outcomes of this new model, Fir Park has received a \$465,000 funding increase.
- VIHA is aware that concerns have been raised regarding funding levels at Echo Village. At the request of the Operator, VIHA arranged for a thorough, independent review of client care levels at the facility. The reviewer used an internationally recognized, unbiased tool to conduct the assessment and the Operator was in agreement with the process.
- This detailed review determined that the population in Echo Village is not significantly different from other residential sites on Vancouver Island. VIHA understands the challenges in caring for clients with cognitive impairments; up to 85 per cent of residents in residential care facilities live with some sort of cognitive impairment.
- VIHA has offered the support of a Clinical Nurse Specialist to provide education and clinical support to the staff of the "Pink Wing" to assist them in delivering the best quality services to these clients.

ENTERED
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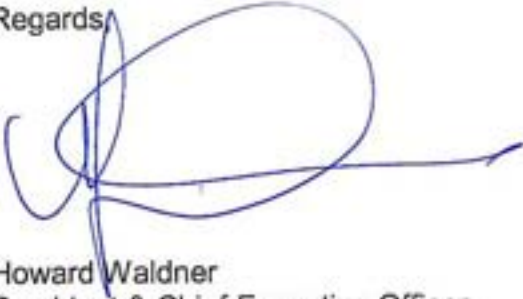
Executive Office

located at 2101 Richmond Avenue, Victoria, B.C., Canada V8R 4R7 • Tel: (250) 370-8699 • Fax: (250) 370-8750
mailing address: 1952 Bay Street, Victoria, B.C., Canada V8R 1J8

Our Vision: Healthy People, Healthy Island Communities, Seamless Service

VIHA has, and will continue to work closely with the Operator of Fir Park and Echo Village, to deal with the concerns that have been brought forward and ensure that quality care continues to be provided.

Regards,

A handwritten signature in blue ink, consisting of a large, stylized loop followed by a horizontal line extending to the right.

Howard Waldner
President & Chief Executive Officer

cc: Mike Conroy, Executive Vice President & Chief Operating Officer

Council August 25
Pat Deakin ✓ copied Aug 14/08 TF

FCM | Centre for Sustainable Community Development

August 13, 2008

Please distribute to members of council and senior staff

Call for applications: transportation projects

Green Municipal Fund™ low-interest loans and grants for sustainable transportation projects

The Federation of Canadian Municipalities (FCM) has launched a new Green Municipal Fund™ (GMF) financing opportunity for sustainable transportation projects.

Through this call for applications, FCM will fund capital projects that remove barriers and improve the convenience and competitiveness of, for example, transit, active transportation, and transportation demand management measures.

To ensure the greatest possible environmental, social, and economic impact, FCM invests GMF loans and grants in the best examples of municipal leadership in sustainable development — examples that can be replicated in other communities.

Call for applications:

Timeline: Applications will be received and evaluated continuously in a non-competitive process

Funding available: Up to \$2 million in loans, \$400,000 in grants for each eligible project

Information and application guidelines: www.sustainablecommunities.fcm.ca

For municipal governments, GMF interest rates are 1.5 per cent lower than the Government of Canada benchmark bond yields for a similar term. Interest rates on GMF loans are set at the time of each disbursement. GMF loans for private sector municipal partners are based on the applicant's credit strength and a number of other criteria such as innovativeness and environmental benefits. As a result FCM may be prepared to finance projects that might have difficulty obtaining funds from many conventional lenders and at a price that may be much more attractive.

FCM's Green Municipal Fund™ also offers grants for sustainable community plans, feasibility studies and field tests, as well as low-interest loans and grants for capital project in other sectors of municipal activity.

The Government of Canada endowed FCM with \$550 million to establish GMF and provide a long-term, sustainable source of financing and knowledge for municipal governments and their partners. The Fund supports communities to improve air, water and soil quality, and to address climate change.

GMF is managed by the FCM Centre for Sustainable Community Development.

For all questions relating to GMF funding opportunities, please contact:

Monique Delinelle, Application Coordinator
613-241-5221 ext 357 - mdelinelle@fcm.ca

ENTERED

FCM | Centre for Sustainable Community Development

August 18, 2008

Please distribute to members of council and senior staff

Call for applications: water projects

Green Municipal Fund™ low-interest loans and grants for wastewater projects

The Federation of Canadian Municipalities (FCM) has launched a new Green Municipal Fund™ (GMF) financing opportunity for water projects that improve effluent quality from municipal wastewater treatment systems.

To ensure the greatest possible environmental, social, and economic impact, FCM invests GMF loans and grants in the best examples of municipal leadership in sustainable development — examples that can be replicated in other communities.

Call for applications:

Deadline: October 15, 2008

Funding available: Up to \$2 million in loans, \$400,000 in grants for each eligible project

Information and application guidelines: www.sustainablecommunities.fcm.ca

For municipal governments, GMF interest rates are 1.5 per cent lower than the Government of Canada benchmark bond yields for a similar term. Interest rates on GMF loans are set at the time of each disbursement. GMF loans for private sector municipal partners are based on the applicant's credit strength and a number of other criteria such as innovativeness and environmental benefits. As a result FCM may be prepared to finance projects that might have difficulty obtaining funds from many conventional lenders and at a price that may be much more attractive.

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GMF is managed by the FCM Centre for Sustainable Community Development.

For all questions relating to GMF funding opportunities, please contact:

Monique Delinelle, Application Coordinator
613-241-5221 ext 357 - mdelinelle@fcm.ca

ENTERED



CITY OF PORT ALBERNI

PARKS AND RECREATION DEPARTMENT REPORT

TO: Ken Watson, City Manager
FROM: Scott Kenny, Director of Parks and Recreation
COPIES TO: Ann Hopkins, Director of Finance
Roy Egger, Supervisor Facility Operations
DATE: August 13, 2008

SUBJECT: Roof Tenders – Museum & Aquatic Centre

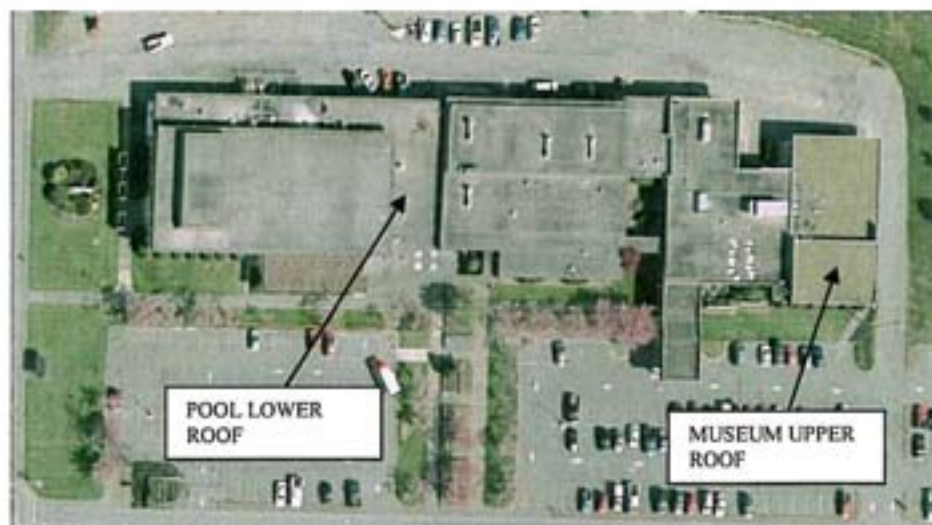
Issue:

This Report details the results of the bids received for the roof tenders for the upper roof at the Museum and a portion of the Aquatic Centre.

Background:

The 2008 Capital Budget included funds totaling \$142,000 for the replacement of roofs at City Hall, the Echo Aquatic Centre and the Museum.

The lower museum roof was replaced in 2007 along with a section adjacent the new Library and replacing the upper roof at the Museum would complete the work on the facility. A portion of the lower aquatic centre roof was replaced in 2007 and the proposed work for 2008 would complete the upgrades to the entire lower roof which is the original roof installed in 1967. This would leave only the upper dome roof at the pool to be done in the near future.



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Two bids were received:

| | Museum Upper Roof | Pool Lower Roof | Total Bid (GST not Included) |
|----------------|-------------------|-----------------|------------------------------|
| Aurora Roofing | \$45,863 | \$95,443 | \$141,306 |
| Flynn Canada | \$64,395 | \$104,875 | \$169,270 |

Discussion

While the budget was based on previous estimates from contractors, it is clear that the costs have escalated significantly over the past two years. As a consequence, we do not have sufficient funds to complete all three 2008 roofing projects. We have experienced leaks in both the Museum and Aquatic Centre roofs and they are certainly in need of immediate replacement. Fortunately, we have not had leaks in the City Hall roof which is somewhat surprising considering the number of rooftop HVAC units and ductwork penetrations in the roof membrane. We have reviewed the City Hall roof further and believe the replacement can indeed be delayed another year.

Options:

1. Increase the budget to provide sufficient funds to complete all three roofing projects. We have firm figures for the Museum and Pool roofs and estimate the City hall roof will require an additional \$100,000. The Director of Finance has advised that there are no surplus funds identified in the 2008 Financial Plan which could be reallocated to this project at this time.
2. Delete the City Hall roof project for 2008 and transfer the funds to the Museum and Pool roofing projects. The total 2008 roofing budget for these three projects is \$142,000 and as noted above, the low bid cost to complete the upper Museum roof and lower Pool roof is \$141,306 which would be slightly below the total budget amount.

Recommendations

The following resolution is proposed:

1. *That Council for the City of Port Alberni approve the deletion of the City Hall roofing project from the 2008 Capital budget and reallocate the funds totaling \$54,000, to the Museum and Pool roofing budgets.*
2. *That the contract to undertake roof replacements at the Museum and Pool be awarded to the low bidder, Aurora Roofing in the amount of \$141,306.*

Respectfully submitted



Scott Kenny
Director of Parks and Recreation

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CITY OF PORT ALBERNI

PARKS AND RECREATION DEPARTMENT REPORT

TO: Ken Watson, City Manager
FROM: Scott Kenny, Director of Parks and Recreation
COPIES TO: Ann Hopkins, Director of Finance
Pat Deacon, Economic Development Manager
Jacob Colyn, Supervisor Park Operations
DATE: August 13, 2008

SUBJECT: Uptown Electrical Tender

Issue:

This Report details the results of the bids received for the installation of electrical components for the Uptown business district on Third Avenue between Argyle Street and Mar Street.

Background:

The 2008 Capital Budget included funds totaling \$494,000 for improvements to the Uptown Business District as outlined in the uptown revitalization plan approved by City Council. As the design details for the project moved along, it became clear that replacement of the light poles and traffic controllers at the three intersections should also be undertaken and consequently Council reviewed and approved an additional \$150,000 in the Engineering Department's budget for this purpose. The total budget for the project is now \$644,000.

Four bid packages were issued and only one was returned:

| | Intersection Poles | Decorative Lights | Total Bid (GST not Included) |
|------------------------|--------------------|-------------------|------------------------------|
| Bailey Electric | \$215,419 | \$228,000 | \$443,419 |
| Aines & Tyler Electric | No Bid | No Bid | |
| Bowerman Excavating | No Bid | No Bid | |
| T & L Excavating | No Bid | No Bid | |

Discussion

It was clear from the onset, that the major component of the Uptown Revitalization project was the street lighting not only for the improved lighting levels but also for the appearance of the street. The poles selected include metal arms for banners and hanging baskets, irrigation tubes in each pole for the hanging baskets, electrical receptacles at the top of each pole for seasonal displays and a space for a fixed banner at the top of each pole as shown in the attached drawing and shown as "Port Alberni". The electrical installation contract also includes the installation of irrigation lines to

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each of the existing planters. While it will not be possible to complete all of the improvements as outlined in the original master plan, the majority of the work will get done and represent a marked improvement to the area. Expenditure projections for the 2008 project components are as follows:

Uptown Project Costing

| | Quote | Actual | Extension | Total | Comments |
|-----------------------------|---------|---------|-----------|---------|-----------|
| Bench Removal | | 7,100 | 0 | 7,100 | Complete |
| Bench Install | 4,635 | | 1,500 | 6,135 | |
| Planter Curbs | 7,000 | | | 7,000 | |
| Intersection Light Purchase | | 126,372 | 0 | 126,372 | Ordered |
| Intersection Light Install | 228,000 | | | 228,000 | Bid Total |
| Decorative Light Purchase | | 105,395 | 0 | 105,395 | Ordered |
| Decorative Light Install | 215,419 | | | 215,419 | Bid Total |
| Electrical Design Services | | 4,351 | 4,000 | 8,351 | Complete |
| Total Estimated Cost | | | | 703,772 | |
| Total Budget Available | | | | 644000 | |
| Current Budget Shortfall | | | | 59,772 | |

As we have experienced in other recent tenders, costs have escalated significantly over the past two years. And as you can see from the figures above, if we proceed with the electrical installation tender as per the bid we will be approximately \$60,000 over budget.

Following the tender opening, we have met with the owner of Bailey Electric, Mark Addy, and are pleased to announce that there is a genuine willingness to get the project done within the allotted budget. We have discussed options to reduce costs and have proposed the following:

| Potential Saving Component | Potential Savings |
|---|-------------------|
| 1. Relocate the alignment of the trench for the electrical and irrigation conduit from the curb edge to a straight line along the outer edge of the parking stalls. This will simplify the excavation and move the trench away from existing buried utility lines. It will also be much easier to repair the asphalt once the underground work is complete. The trench width for the conduit will be expanded to 24 inches which will allow for the placement of both the electrical and irrigation conduits at the bottom of the trench to simplify installation and reduce costs. | \$2,500 |
| 2. With the relocation of the trench further out into the street, it may be possible to have the asphalt cut using the City's heavy grader which will eliminate the need to manually saw cut the majority of the asphalt. | \$5,000 |
| 3. The City of Port Alberni will coordinate and fund directly the asphalt paving as part of other paving projects to be completed in the City to take advantage of the City's pricing schedule. This is considerably better than those provided to the bidder. | \$30,000 |
| 4. The City of Port Alberni will complete the concrete installation components of the projects and use the trades on hand. | \$2,000 |

| | |
|--|----------|
| 5. The City of Port Alberni will provide all traffic cones and barricades required for the project eliminating the rental cost to the bidder. | \$2,000 |
| 6. We believe that since the street has been previously reconstructed, the material removed from the trench will be suitable for re-use and thus eliminating the need to purchase large volumes of gravel. | \$2,500 |
| 7. The goal is to complete all underground civil work, install all 20 decorative street lights and three new traffic controllers and poles. The nine remaining intersection poles have been purchased and installation would be left until all other work was completed. | \$36,000 |
| Total projected savings | \$80,000 |

As listed these changes will result in projected cost savings of \$80,000 and expected to be significantly more at the conclusion of the initial contract work.

Options:

1. Increase the project budget to provide sufficient funds to complete the project. We estimate that this would require in excess of \$50,000 and in consultation with the Director of Finance have not been able to identify surplus funds which could be used for this purpose.
2. Negotiate with the electrical contractor, Bailey Electric, and modify the scope and design of the project to reduce the total project cost to the current budget of \$644,000. Bailey Electric Company is the City's primary electrical contractor and has a wealth of experience repairing and servicing our electrical infrastructure. By accepting the cost savings listed above, we can reduce the contract price for Bailey Electric to \$363,419 this would produce a surplus of \$20,228. This surplus will be used to complete the installation of the intersection poles after all other work is complete. Work on the project will start September 2 and be completed by the end of October.

Recommendations

The following resolution is proposed:

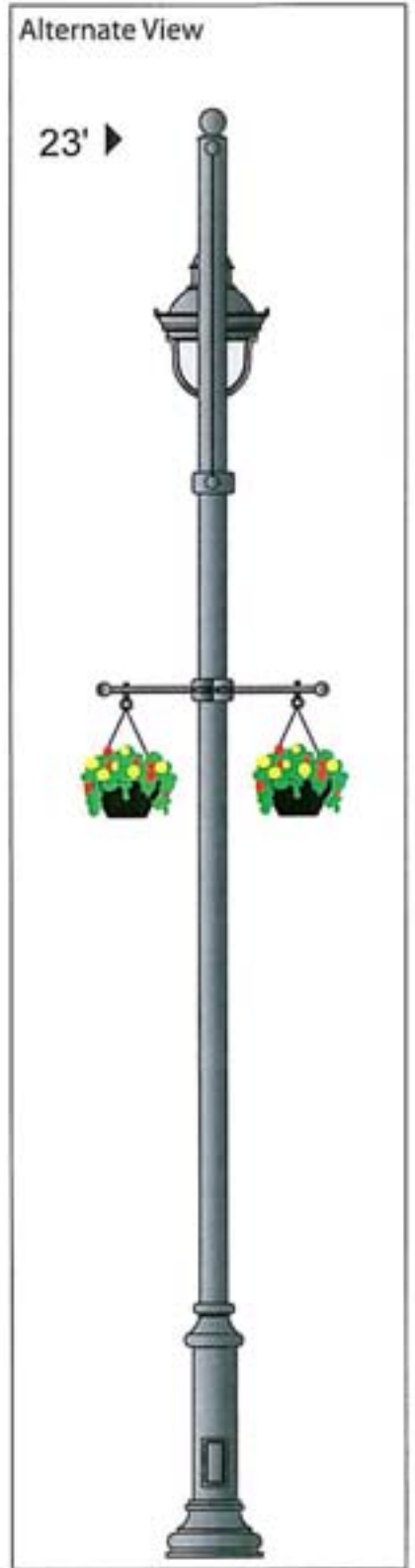
1. That Council for the City of Port Alberni approve the contract for the installation of the uptown lighting to Bailey Electric at a maximum upset price of \$363,419.
2. That surplus funds be used to complete the balance of the electrical work.

Respectfully submitted



Scott Kenny
Director of Parks and Recreation

Decorative Roadway Unit





CITY OF PORT ALBERNI

ECONOMIC DEVELOPMENT

MEMO TO: Russell Dyson, City Clerk / Deputy City Manager

FROM: Pat Deakin, Economic Development Manager

DATE: August 18, 2008

INVITATION TO BID ON 2009 FOREST CAPITAL OF BC DESIGNATION

ISSUE:

Council requested the City's Economic Development Manager look into the benefits of being designated as the 2009 Forest Capital of BC.

BACKGROUND:

At its July 14, 2008 meeting, City Council reviewed a letter from the Association of BC Forest Professionals inviting communities around British Columbia to apply to be named the 2009 Forest Capital of BC.

The opportunity was assigned to the City's Economic Development Manager for review.

DISCUSSION:

The 'program' was initiated in 1988 by the Association of BC Forest Professionals (ABC FP) to "recognize and celebrate the valuable role forests play in the economic and environmental health of our province and communities".

Literature from the ABCFP website states the following:

- The BC Forest Capital distinction allows the winning community to demonstrate the (forest's) economic, cultural and historic contributions to its way of life.
- The award is given to the community whose written bid proposal best exemplifies the following elements: Community/forest relationship; Proposed forest capital program; Communications plan; Leadership and organizational strategy; Broad support; Special features; Presentation.

The award went to Duncan/North Cowichan in 1988 and Port McNeill in 1996. No other Vancouver Island community has received the award. Interior communities have won the award most years with the 2008 designation having gone to Prince George and the Lheidli T'enneh First Nation. Communities are now encouraged to co-apply with their First Nations neighbours.

There is no doubt in my mind that Port Alberni could write an award-winning proposal and that our First Nations neighbours would be fully supportive of a joint application.

The distinction would do much to celebrate the role the forest and the forest industry has played in this community and reassure the embattled sector of our support.

Based on a brief review of last year's winning submission, it is estimated the proposal process would consume at least three full days of one staff member's time. The implementation of the projects and the subsequent reporting on them would consume additional days.

The Forest Capital of BC is expected to sponsor a number of forest related events throughout the calendar year. The community is given \$1,000 towards its expenses for the year. Hard and soft costs for any new or expanded forest events organized to support our application would probably exceed the contribution.

As this memo was being written, a staff member from the local Ministry of Forests office phoned to say they were aware of our interest in the 2009 designation. They had concluded the November 15, 2008 deadline was too close to make a good proposal given their work-load, were considering forming a working group to go after the 2010 designation and wondered if we would be interested in working with them.

OPTIONS

1. Apply for the 2009 Designation with our neighbouring First Nations. This would provide an opportunity to work with the First Nations on a project that would be seen to be mutually beneficial. The designation would also recognize the pre-eminent role assigned to forest and the forest industry in the Alberni Valley at a time when the industry is in difficulty. There would be a cost in staff time for the application and the implementation of the Forest capital program. Additional hard costs would be likely.
2. Pass on the Opportunity to Apply. This would allow staff to focus on higher priorities. This would eliminate one opportunity to work with our First Nations neighbours on a non-controversial initiative.
3. Apply for the 2010 Designation if the local Ministry of Forests office is willing to partner on this. This would reduce the burden on any one individual and give a long lead time for the community to prepare an application for Forest Capital designation in a year that much attention will be focused on BC. It would also allow enough time to organize an event with the intention of attracting Olympic spectators who also work or are interested in the forest sector.

RECOMMENDATION

Based on the aforementioned, your Economic Development Manager recommends Option 3: Apply for the 2010 Designation if the local Ministry of Forests office is willing to partner on this.



Pat Deakin
Economic Development Manager

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CITY OF PORT ALBERNI

ECONOMIC DEVELOPMENT MANAGER REPORT FOR AUGUST 25, 2008

Key Initiatives in Period July 28 to Aug 18, 2008

- Follow-up discussions with administrators of Community Development Trust's Job Opportunities Program re our application for funds for trail-building project for laid-off forest industry workers
- Follow-up on conditions imposed by Island Coastal Economic Trust in decision about our 2009 World Under-17 Hockey Challenge Stage 2 application
- First draft 'Economic Impact Report for Port Alberni 2008 Tall Ships Festival' in conjunction with Dave McCormick of Community Futures
- Meeting with new owner of Lady Rose
- Meeting with Ocean Industries BC, Can-Am Ocean Yachting Alliance and Port Alberni marine industrial and commercial stakeholders to discuss harbour development here
- Meeting with Port Alberni Port Authority and Hupacasath First Nation re Transformation Centre site
- Logistics problem solving for Automotive Event organizers of testing of new Subaru car models
- Industrial land initiatives
 - Ongoing efforts to identify industrial property for Acoustic Woods
 - Efforts to identify industrial property for Sun Coast Waste Services
 - Assistance to RALMAX subdivision proposal
 - Tour Vancouver developer through surplus lands at Catalyst
 - Make Catalyst aware of FCM low interest loans for remediation of industrial lands
- Assist Wood Tech 21 negotiations re proposed bio-refinery demonstration project for Port Alberni
- Participate in Alberni Valley Tourism Council process funded by Community Foundations Tourism BC
- Follow-up discussions with Island Timberlands re joint-venture possibilities on lands in Alberni Valley
- Meeting with MP Dr. Lunney re various Alberni Valley projects and issues

Work Planned for August 25 to September 24, 2008

- Start City's trail building project funded by Community Development Trust's Job Opportunities Program
- Progress on collaborative marketing project with 2009 World Under-17 Partner Communities
- Review of PA Forest Industry
 - session on recommendation pertaining to access for recreational use
 - Distribute summaries of previous sessions
- 3rd Avenue Redevelopment Project
 - Assist project as needed (see Scott Kenny's report elsewhere in Council package)
 - Work with Alberni-Clayoquot Community Futures to identify assistance for businesses targeted by Commercial Revitalization Tax-Exemption Bylaw
- Ad campaign to attract new residents to Alberni Valley
- Complete Economic Impact Studies for Tall Ships Festival
- Progress on Strategic Plan for Economic Development
- Complete Item 24 (Consult with Grocery Stores re plastic bag ban) in Current Status Report

Pat Deakin

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