

**CITY OF PORT ALBERNI - MEETING SCHEDULE
MONDAY, JANUARY 12, 2015**

4:00 pm	Special In-Camera Meeting <i>@ Committee Room</i>	CLOSED TO PUBLIC
7:00 pm	Regular Council Meeting <i>@ Council Chambers</i>	OPEN MEETING

DATES TO NOTE

Wed. Jan 21 10:00 am	Advisory Traffic Committee <i>@ Committee Room</i>	OPEN MEETING
Thurs. Jan 22 12:00 pm	Advisory Planning Commission <i>@ Committee Room</i>	OPEN MEETING
Mon. Jan 26 7:00 pm	Regular Council Meeting <i>@ Council Chambers</i>	OPEN MEETING

A G E N D A

REGULAR MEETING OF COUNCIL

**MONDAY, JANUARY 12, 2015 AT 7:00 PM
IN THE CITY HALL COUNCIL CHAMBERS**

The following pages list all agenda items received by the deadline. A sample resolution is provided for most items in italics for the consideration of Council. For a complete copy of the agenda including all correspondence and reports refer to the City's website www.portalberni.ca or contact the City Clerk phone: (250 720-2810) or email: davina_hartwell@portalberni.ca

PRESENT:

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

The deadline for agenda items is 12 noon on the Wednesday before the scheduled regular meeting. Acceptance of late items is at the discretion of Council.

1. Late items identified by Councillors.
2. Late items identified by the City Clerk.

That the agenda be approved as circulated with the addition of late items as outlined.

B. ADOPTION OF MINUTES - Page 14

1. Special Council Meeting held at 6:00 pm and Regular Council Meeting held at 7:00 pm on December 8, 2014.

PUBLIC INPUT PERIOD

An opportunity for the public to address Council on topics of relevance to City Council. A maximum of four speakers for no more than three minutes each will be accommodated.

C. DELEGATIONS

1. Scott Fraser, MLA (Alberni-Pacific Rim)

In attendance to welcome the new Mayor and Council; explain his role as MLA, role of his community office and how he can provide assistance to the City via the legislature.

2. John Mayba - Page 25

In attendance to request Council to prepare for the next round of Provincial, Federal and Community grants to support construction of a Roger Creek pedestrian and cycling bridge.

3. Maritime Heritage Society - Page 27

David Whitworth in attendance to introduce Maritime Heritage Society Board members and show how their objectives support key components of the City's strategic objectives in the areas of waterfront and tourism.

D. PROCLAMATIONS

1. Heart and Stroke Foundation - Page 28

Letter dated December, 2014 requesting that February 2015 be proclaimed as "Heart Month" in Port Alberni.

That the letter dated December, 2014 from the Heart and Stroke Foundation requesting that February 2015 be proclaimed as "Heart Month" in Port Alberni, be received and the month proclaimed as requested.

E. CORRESPONDENCE FOR ACTION

All correspondence addressed to the Mayor and Council by an identifiable citizen is included on an Agenda. Action items are those asking for a specific request of Council and will be provided a response.

1. Alberni Valley Curling Club - Page 30

Letter dated December 15, 2014 advising they are hosting the "Tim Horton's BC Senior Men's and Women's Curling Championships" in February and suggesting upgrades to the outdoor sign structure on 10th Avenue.

That the letter dated December 15, 2014 advising the Alberni Valley Curling Club is hosting the "Tim Horton's BC Senior Men's and Women's Curling Championships" in February, be received and their request for upgrades to the outdoor sign structure on 10th Avenue be referred to the Director of Parks, Recreation and Heritage.

2. School District 70 (Alberni) - Page 31

Letter dated December 1, 2014 offering congratulations to the Mayor and Council on the recent election and extending an invitation to meet early in the new year to engage in discussions of mutual interest.

That the letter dated December 1, 2014 offering congratulations to the Mayor and Council on the recent election be received with thanks and Council for the City of Port Alberni direct staff to proceed with arrangements for a meeting.

3. British Columbia Community Forest Association (BCCFA) - Page 32

Letter advising that an in-depth economic impact assessment is taking place of Community Forests in BC and requesting participation from Community Forest Associations in British Columbia.

That the e-mail dated December 15, 2014, be received and Council for the City of Port Alberni provide the information required and participate in the in-depth economic impact assessment of Community Forests in British Columbia.

4. Young Professionals of the Alberni Valley - Page 34

Letter requesting the City of Port Alberni accept a tsunami commemorative pillar on the northwest corner of Kingsway and Argyle (by the Train Station) to pay tribute to the 50th Anniversary of the 1964 Tsunami.

That the letter dated January 7, 2014, be received and Council for the City of Port Alberni approve the location for the tsunami commemorative pillar on the northwest corner of Kingsway and Argyle (by the Train Station) to pay tribute to the 50th Anniversary of the 1964 Tsunami.

F. INFORMATIONAL CORRESPONDENCE

Correspondence which provides information to Council but does not make a specific request or topics that are not relevant to city services and responsibilities are included.

1. Island Health - Page 38

Letter dated December 8, 2014 advising they are looking forward to working with Council on behalf of residents.

2. Fraser Basin Council - Page 39

Letter dated December 15, 2014 advising their organization works closely with local governments to address sustainability issues.

3. British Columbia Wine Institute - Page 40

Letter dated December 12, 2014 providing a wine industry overview.

4. Legislative Assembly of British Columbia - Page 42

Letter dated December 8, 2014 from the Leader of the Opposition and the Spokesperson for Local Government advising they will work in partnership with Council to create healthy, safe and prosperous communities.

5. BCSPCA - Page 44

Letter dated December 10, 2014 advising of their newly adopted model animal care and control bylaws.

6. Environmental Assessment Office - Page 45

Letter dated December 30, 2014 responding to the Mayor's letter dated November 28, 2014 (*attached*) regarding the timing for the review of Compliance Coal Corporation's Application for an Environmental Assessment Certificate.

7. Port Alberni Port Authority - Page 48

Letter dated December 3, 2014 looking forward to working with the new City Council in the spirit of the Port Alberni Port Authority - City of Port Alberni Accord.

8. City of Abashiri - Page 49

Letter dated December 10, 2014 advising that Yoichi MIZUTANI has been re-elected as Mayor of the City of Abashiri and looks forward to a continued positive and rewarding relationship with its Sister City, Port Alberni.

9. PRA-BC (Practice Readiness Assessment of British Columbia) - Page 50

Letter dated December 2, 2014 replying to a letter from the Mayor dated September 27, 2014 (*attached*) regarding Port Alberni's interest in the Practice Readiness Assessment Program and advising site selection has now been determined.

10. Canal Beach Watersports Society (CBWS) - Page 53

Letter dated December 4, 2014 providing information about the Canal Beach Watersports Society (CBWS) and their involvement in events at Canal Beach.

11. BC Salmon Farmers Association - Page 56

Letter dated December 8, 2014 offering to provide more information on salmon farming and to arrange a tour of a farm in the Spring.

12. The Consulate General of the People's Republic of China in Vancouver - Page 57

Letter dated December 8, 2014 highlighting Canada's diplomatic ties with the People's Republic of China.

13. RCMP, Pacific Region - Municipal Policing Agreement - Page 59

E-mail dated December 16, 2014 providing the Monthly Financial Statement which provides a year end forecast of expenditures as of November 30, 2014.

14. Coast Mental Health Foundation - Page 64

Letter dated December 18, 2014 inviting nominations for the "Courage To Come Back" awards. *(Poster and Brochure in "Reading File")*.

That Informational Correspondence items numbered 1 through 14 be received and filed.

G. UNFINISHED BUSINESS

Includes items carried forward from previous Council meetings.

H. BYLAWS

Bylaws are required for the adoption of regulations, financial plans, changes to landuse policy and to approve borrowing. A bylaw requires four separate resolutions to be adopted and must be considered over a minimum of two Council meetings. Each reading enables council to reflect on the bylaw before proceeding further.

I. REPORTS

Members of the public may be recognized by Council to speak to a report if the report is a response to their correspondence or an application.

1. Accounts

That the certification of the Director of Finance dated January 12, 2015 be received and the cheques numbered _____ to _____ inclusive, in payment of accounts totalling \$_____, be approved.

**2. City Clerk - Alberni Valley Community Forest Corporation (AVCFC) -
Page 65**

Report dated December 8, 2014 requesting Council's approval of the AVCFC Resolutions of Shareholder in Writing.

That the report dated December 8, 2014 from the City Clerk be received, and Council for the City of Port Alberni endorse the Alberni Valley Community Forest Corporation Resolutions of Shareholder in Writing as presented.

3. Fire Chief - Franklin River Road Fire Protection Extension - Page 68

Report dated January 6, 2015 requesting Council's approval of a new agreement for fire protection services within the Franklin River Road Service Area.

That the report dated January 6, 2015 from the Fire Chief, be received and Council for the City of Port Alberni authorize the Mayor and Clerk to enter into the agreement with the Alberni-Clayoquot Regional District for provision of structural fire protection and medical first responder services to Franklin River Road Service Area for a five year term commencing January 1, 2015.

4. Mayor Ruttan - Appointment of Select Committee regarding Input on Raven Underground Coal Environmental Review Process - Page 81

Report dated December 12, 2014 requesting endorsement of the appointments for the Raven Underground Coal Environmental Application Review Committee.

That the report dated December 12, 2014 from Mayor Mike Ruttan, be received and Council for the City of Port Alberni appoint Jane Armstrong, Maggie Paquet, Mike Lewis, Dr. Art Martell and Otto Langer to the Raven Underground Coal Environmental Application Review Select Committee.

5. City Clerk - University Property Tax Payments - Page 83

Report dated December 11, 2014 responding to Council's request regarding University Property Tax Payments, specifically in relation to the property owned by the University of Victoria on Mallory Drive in Port Alberni.

That the report dated December 11, 2014 from the City Clerk providing background information regarding University Property Tax Payments, be received.

6. City Planner - Advisory Planning Commission - Page 91

The summary report of the December 17, 2014 meeting of the Advisory Planning Commission is provided for Council's consideration of the following recommendations:

**Development Application: Development Variance Permit -
5251 Argyle Street**

(Lots 13-17, Block 104, District lot 1, Alberni Land District Plan 197D)

Applicant: Raymond deBeeld Architect Ind. (for Uchucklesaht Capital Assets Inc.)

1. *That Council for the City of Port Alberni proceed with the necessary Development Variance Permit to vary Zoning Bylaw 4832 as follows:*
 - a) *Vary Section 5.24.2 Site Development Regulations for the Rear Yard Setback from 3 metres to 0.94 metres, a variance of 2.06 metres; for the property located at 5251 Argyle Street.*
2. *That City Council provide notice of intent to consider the issuance of a Development Variance Permit for 5251 Argyle Street.*

7. Director of Finance - Conversion of Temporary Borrowing Bylaw to Long Term Borrowing Bylaw (Dry Creek Improvements) - Page 103

Report dated December 22, 2014 regarding the conversion of the Temporary Borrowing Bylaw to a Long Term Borrowing Bylaw that will result in a stable cash flow consistent with the City's budget.

That the report from the Director of Finance dated December 22, 2014, be received and Council for the City of Port Alberni approve borrowing from the Municipal Finance Authority of British Columbia, as part of the Spring Borrowing Session, \$912,000.00 as authorized through "Dry Creek Improvements Loan Authorization 2014, Bylaw No. 4846" and that the Alberni Clayoquot Regional District be requested to consent to the City's borrowing over a 20 year term and include the borrowing in their Security Issuing Bylaw.

8. Director of Finance - Conversion of Temporary Borrowing Bylaw to Long Term Borrowing Bylaw (Bainbridge Water Treatment Plant) - Page 105

Report dated December 22, 2014 regarding the conversion of the Temporary Borrowing Bylaw to a Long Term Borrowing Bylaw that will result in a stable cash flow consistent with the City's budget.

That the report from the Director of Finance dated December 22, 2014 be received and Council for the City of Port Alberni approve borrowing from the Municipal Finance Authority of British Columbia, as part of the Spring Borrowing Session, \$2,000,000.00 as authorized through "Bainbridge Water Treatment Plant Loan Authorization 2014, Bylaw No. 4848" and that the Alberni Clayoquot Regional District be requested to consent to the City's borrowing over a 30 year term and include the borrowing in their Security Issuing Bylaw.

9. City Clerk - Release of Information from In-Camera Meetings - Page 107

Report dated January 2, 2015 regarding a process to release resolutions from in-camera meetings.

That the report from the City Clerk dated January 2, 2015, be received, and Council for the City of Port Alberni direct staff to implement procedures to release in-camera resolutions and information to the public and amend Council's Procedures Bylaw accordingly to reflect the appropriate changes.

10. City Manager - Budget Process - Page 109

Report dated January 6, 2015 regarding the upcoming budget process and meeting dates.

That Council for the City of Port Alberni direct staff to implement a Five Year Financial Plan development process generally as outlined in the City Manager's memo to Council dated January 6th, 2015.

11. City Manager - Proposed Structure and Terms of Reference for New Committees - Page 112

Report dated January 7, 2015 providing terms of reference for new Committees.

That Council for the City of Port Alberni appoint a standing committee named the Food Security and Climate Change Committee, with the terms of reference as provided in the City Manager's report received January 12, 2015.

That Council for the City of Port Alberni appoint a standing committee named the Seniors Advisory Committee, with the terms of reference as provided in the City Manager's report received January 12, 2015.

That Council for the City of Port Alberni appoint a standing committee named the Youth Advisory Committee, with the terms of reference as provided in the City Manager's report received January 12, 2015.

That Council for the City of Port Alberni appoint a select committee named the McLean Mill Advisory Committee, with the terms of reference as provided in the City Manager's report received January 12, 2015.

12. Managers' Monthly Reports

Providing information about current departmental operations.

Fire Department - Page 122

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

Planning Department - Page 124

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

Corporate Services Department - Page 125

That the monthly report from the Director of Corporate Services providing information about current departmental operations, be received.

Alberni Valley Heritage Commission - Page 127

That the minutes of the Alberni Valley Heritage Commission meeting held November 5, 2014, be received.

13. Mayor's Report

That the Mayor's report be received.

14. Regional District Report (Mayor Ruttan/Councillor McLeman)

That the Regional District report be received.

15. Councillors' Reports

That the Councillors' reports be received.

J. QUESTION PERIOD

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

K. OTHER COMPETENT BUSINESS

An opportunity for the Mayor or Council to raise issues as a result of the business of the meeting or to identify new items for subsequent meetings.

1. Watershed Management - Page 133

That further to Council's support of the Watershed Forest Alliance request calling on the Province and Island Timberlands to pause logging in critically endangered areas of old growth including those previously intended for protection in order that discussions can be held regarding watershed protection; and in acknowledgment of recent flooding in the Alberni Valley and extended boil water advisories in neighbouring watersheds from extreme weather events in December 2014; that Council for the City of Port Alberni reiterate its request to Island Timberlands to pause logging in those areas identified by the Watershed Forest Alliance;

Further, that this request be extended to include the entirety of the City's Bainbridge Lake and China Creek Watersheds until such time that a Watershed Management Plan is adopted by Council.

That Council for the City of Port Alberni direct staff to provide a report updating the status of preparation of the Watershed Management Plan as required under VIHA regulations and the timeline for its completion.

2. Smoking Ban

That staff be directed to prepare a report and recommendations regarding banning smoking in City parks and playgrounds and outside City facilities.

3. Sign Bylaw

That staff be directed to review the City's Sign Bylaw with regards to election signage and present recommendations for improvement based on experiences of the 2014 municipal election for Council's consideration.

4. Pedestrian Bridge

That staff be directed to prepare a report providing options for a street level, wheelchair accessible, pedestrian bridge crossing of Roger Creek from the area between 10th Avenue and North Island College to the Johnston Road corridor.

5. Pesticide Ban - Page 140

That staff be directed to provide an updated report regarding the potential for a ban on the use of pesticides in the City of Port Alberni following adoption of City of Port Alberni Zoning Bylaw No. 4832 which permits the keeping of bees.

Note: Report from the Director of Parks, Recreation & Heritage dated October 16, 2012 providing background on this issue attached. The report includes the motions subsequently adopted by Council rescinding the Pesticide Reduction Bylaw.

L. ADJOURNMENT

That the meeting adjourn at pm.

**MINUTES OF THE SPECIAL MEETING OF COUNCIL
FOR THE PURPOSE OF ESTABLISHING AN IN-CAMERA MEETING
MONDAY, DECEMBER 8, 2014 AT 6:00 PM
IN THE CITY HALL COMMITTEE ROOM**

PRESENT: Mayor Ruttan, Councillors Alemany, McLeman, Minions, Paulson, Sauvé and Washington

STAFF: Ken Watson, City Manager
Davina Hartwell, City Clerk
Theresa Kingston, Director of Corporate Services
Scott Kenny, Director of Parks, Recreation & Heritage
Scott Smith, City Planner
Pat Deakin, Economic Development Manager

It was moved and seconded that:

That Council conduct a Special Council meeting closed to the public on the basis that one or more matters covered under Section 90 of the Community Charter will be considered, specifically outlined as follows:

Section 90(1)(e) the acquisition, disposition or expropriation of land or improvements.

CARRIED

CERTIFIED CORRECT

Mayor Mike Ruttan

Davina Hartwell

Davina Hartwell, City Clerk

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**MINUTES OF THE REGULAR MEETING OF COUNCIL
HELD MONDAY, DECEMBER 8, 2014 AT 7:00 PM
IN THE IN THE CITY HALL COUNCIL CHAMBERS**

PRESENT: Mayor Ruttan, Councillors Alemany, McLeman, Minions, Paulson, Sauvé and Washington

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

It was moved and seconded:

That the agenda be approved as circulated.

CARRIED

B. ADOPTION OF MINUTES

It was moved and seconded:

That the minutes of the Regular Council Meeting held November 24 and the Inaugural Meeting held December 1, 2014, be approved as circulated.

CARRIED

PUBLIC INPUT PERIOD

Jim del Rio questioned the status of Alberni Valley Bulldogs' payments. Councillor Paulson declared a conflict of interest as he is the President of the Port Alberni Junior Hockey Society and left the meeting at 7:04 pm. He returned to the meeting at 7:06 pm.

C. DELEGATIONS

1. West Coast Aquatic

Sheena Falconer discussed the Roger Creek Salmon Enhancement Project scheduled for construction in the spring. The project would include a footbridge (similar to the bridge installed across Kitsuksis Creek) connecting 10th Avenue to Tebo Avenue.

2. Watershed Forest Alliance

Jane Morden and Sarah Thomas discussed the China Creek Watershed outlining their goal to negotiate a fair market value for the land with Island Timberlands with a view to its acquisition.

D. PROCLAMATIONS

1. Vancouver Island & Coast Conservation Society

It was moved and seconded:

That the letter dated November 24, 2014 requesting that December 11, 2014 be proclaimed "A Day For Our Common Future", be received and the day proclaimed as requested.

CARRIED

2. Alzheimer Society of British Columbia

It was moved and seconded:

That the letter dated December 3, 2014 requesting that January 1 to 31, 2015 be proclaimed as "Alzheimer Awareness Month" in Port Alberni, be received and the month proclaimed as requested.

CARRIED

E. CORRESPONDENCE FOR ACTION

1. Holy Family/Notre Dame Parish

It was moved and seconded:

That the letter dated November 12, 2014 from the Holy Family/Notre Dame Parish requesting use of City streets for their annual "Walk for Peace Day" on January 1, 2015 be approved subject to no disruptions to traffic and the group assuming full responsibility for the event.

CARRIED

2. Nuuchah-nulth Tribal Council

It was moved and seconded:

That the letter dated November 28, 2014 extending congratulations to Mayor and Council on the recent election be received with thanks and Council for the City of Port Alberni direct staff to proceed with arrangements for a meeting.

CARRIED

3. Tseshaht First Nation

It was moved and seconded:

That the letter dated November 27, 2014 congratulating Mayor and Council on the recent election, be received with thanks and Council for the City of Port Alberni direct staff to proceed with a suitable date for a meeting.

CARRIED

4. District of Hudson's Hope

It was moved and seconded:

That the letter dated December 2, 2014 from the District of Hudson's Hope requesting support in their appeal for a one year moratorium and BC Utilities Commission (BCUC) consideration of less expensive alternatives to the proposed Site C Dam Project, be received.

CARRIED

5. John Douglas and Barb Stevenson

It was moved and seconded:

That the request from John Douglas and Barb Stevenson (Port Alberni "Better at Home" program) received December 3, 2014, be received and Council for the City of Port Alberni support Community Paramedicine in principle and reaffirm its invitation to the Ministry of Health to establish a Pilot Program in our community.

CARRIED

F. INFORMATIONAL CORRESPONDENCE

1. Vancouver Island University

Letter dated November 24, 2014 congratulating Mayor and Council on the recent election and advising a meeting will be requested shortly to discuss moving forward with meeting educational needs of the community.

2. Union of British Columbia Municipalities

Letter dated November 20, 2014 advising of the first of two Community Works Fund payments for the fiscal year 2014/15 in the amount of \$387,443.49.

3. **Ministry of Health**
Letter dated November 20, 2014 responding to Council's letter of September 17, 2014 regarding support for Port Alberni to be included in the Practice Ready Assessment (PRA) process and advising the letter has been forwarded to PRA-BC Program for review.
4. **Association of Vancouver Island and Coastal Communities (AVICC)**
Information regarding the 2015 AVICC Annual General Meeting & Convention, the Resolutions Notice/Request for Submissions and the Call for Nominations for AVICC Executive.
5. **Dr. Paul Hasselback, Medical Health Officer, Island Health**
Letter dated November 17, 2014 congratulating Mayor and Council on the recent election and advising he is looking forward to discussing health issues of area residents with Council.
6. **Office of the Premier**
Letter dated November 20, 2014 congratulating the Mayor on the recent election and advising she is looking forward to working together.
7. **President and Vice-Chancellor, University of Victoria**
Letter dated November 20, 2014 regarding grants-in-lieu of property taxes for public post-secondary institutions and advising that the 2014 amount for Port Alberni is \$216.
8. **David Suzuki Foundation**
Letter dated November 18, 2014 providing a copy of "Protecting your community's coastal assets: Local leadership in marine planning".
9. **RCMP, Pacific Region - Municipal Policing Agreement**
Letter dated November 17, 2014 providing the Monthly Financial Statement listing expenditures for police services in Port Alberni from April 1, 2014 to October 31, 2014.
10. **Jim Garrard, Executive Producer, Sir John A 2015**
E-mail dated November 20, 2014 bringing awareness to the life, legacy and approaching bicentennial of Canada's first Prime Minister, Sir John A. MacDonald.
11. **VIHA/Island Health**
News Release dated December 2, 2014 announcing the Chief Medical Health Officer has released a "Special Report on Drinking Water" which measures progress towards ensuring that all residents and visitors receive drinking water from supply systems throughout the region that meet North American expectations for water quality.

- 12. City of Abashiri**
Letter dated November 26, 2014 congratulating Mayor and Council on the recent election and thanking the citizens of Port Alberni for hosting Abashiri students on their upcoming visit to Port Alberni in March 2015.
- 13. John Bowman, President, North Island College (NIC)**
Letter dated November 28, 2014 extending congratulations to Mayor and Council on the recent election and advising he will request a meeting in the New Year to provide a briefing regarding NIC's progress, challenges and priorities for the future.
- 14. Christopher Whyte, Acting Assessor - BC Assessment**
Letter dated November 27, 2014 congratulating Council on the recent election and advising they would be willing to provide a presentation on their work and relationship with local governments.
- 15. National Defence - Maritime Forces Pacific**
Copy of a letter dated November 27, 2014 to the Port Alberni Maritime Heritage Society advising that fleet schedulers will make every effort to incorporate a visit to Port Alberni into 2015 Operational and Training Schedules.
- 16. Islands Trust**
Copy of a letter dated December 1, 2014 to the Minister of Transport opposing proposed amendments that would allow pleasure craft vessels to discharge sewage only one nautical mile from shore.
- 17. BC Transit**
Letter received December 1, 2014 providing a copy of the BC Transit Advantage which summarizes the benefits of public transit and offering a presentation to Council.
- 18. BC Trucking Association**
Letter dated November 27, 2014 congratulating Mayor and Council on the recent election and providing a brochure with facts about the BC trucking industry.

It was moved and seconded:

That Council for the City of Port Alberni direct staff to provide a report regarding property tax calculations for post-secondary institutions and the amount paid for the University of Victoria's property in Port Alberni.

CARRIED

It was moved and seconded:

That Council for the City of Port Alberni invite BC Assessment Authority to make a presentation regarding their work and relationships with local governments.

CARRIED

It was moved and seconded:

That Informational Correspondence items numbered 1 through 18 be received and filed.

CARRIED

G. UNFINISHED BUSINESS

1. Western Forest Products (WFP) Indemnity Agreement

It was moved and seconded:

That discussion regarding consideration of an Indemnity Agreement with Western Forest Products, be lifted from the table.

CARRIED

It was moved and seconded:

That the report from the City Manager dated November 19, 2014 be received, and Council for the City of Port Alberni authorize the Mayor and City Clerk to enter into an Indemnity Agreement with Western Forest Products Inc.

CARRIED

It was moved and seconded:

That the report from the Director of Parks, Recreation and Heritage dated December 3, 2014 outlining the current status of the Canal Beach Safety Audit, be received and Council for the City of Port Alberni direct staff to continue towards completion of the tasks as identified in the report.

CARRIED

H. BYLAWS

Nil

I. **REPORTS**

1. **Accounts**

It was moved and seconded:

That the certification of the Director of Finance dated December 8, 2014 be received and the cheques numbered 129356 to 129507 inclusive, in payment of accounts totalling \$409,889.83, be approved.
CARRIED

2. **Director of Finance - Audit Committee**

It was moved and seconded:

That the minutes of the November 24, 2014 Audit Committee; the Responses to Questions arising from that meeting dated November 25, 2014, the Quarterly Analysis of Mayor and Council Travel and Convention Expenses ending October 31, 2014, the financial statements ending September 30, 2014 and the Vendor Cheque Register Report ending November 18, 2014.

CARRIED

3. **City Manager - Select Committee Regarding Input on Raven Underground Coal Environmental Review Process**

It was moved and seconded:

That the City Manager's report dated December 2nd, 2014, be received and Council for the City of Port Alberni appoint a select committee named the Raven Underground Coal Environmental Application Review Committee with the terms of reference as presented.

CARRIED

4. **City Clerk - Tag Days**

It was moved and seconded:

That Council for the City of Port Alberni approve the 2015 tag day allocations outlined in the report from the City Clerk dated December 2, 2014.

CARRIED

5. Manager of Information Services - Council Chambers Upgrades

It was moved and seconded:

That the report from the Manager of Information Services dated December 3, 2014 be received and Council for the City of Port Alberni direct staff to proceed with the purchase of two projector screens, one additional projector, and all necessary mounting equipment required to install the equipment in Council Chambers at the approximate cost of \$5,070 plus GST with funding from 2014 Contingency Account.

CARRIED

It was moved and seconded:

That Council for the City of Port Alberni direct staff to provide options and pricing for additional Council upgrades for review and discussion during upcoming Five Year Financial Plan discussions.

CARRIED

6. Current Status Report

It was moved and seconded:

That the Current Status Report be received.

CARRIED

7. Managers' Monthly Reports

Fire Department

It was moved and seconded:

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

CARRIED

Planning Department

It was moved and seconded:

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

CARRIED

Engineering Department

It was moved and seconded:

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

CARRIED

8. Mayor's Report

It was moved and seconded:

That the Mayor's report be received.

CARRIED

9. Regional District Report (Mayor Ruttan/Councillor McLeman)

It was moved and seconded:

That the Regional District report be received.

CARRIED

10. Councillors' Reports

It was moved and seconded:

That the Councillors' reports be received.

CARRIED

J. QUESTION PERIOD

The public and press was afforded an opportunity to ask questions of the Mayor and Council.

K. OTHER COMPETENT BUSINESS

Councillor McLeman provided a notice of motion requesting that the City of Port Alberni continue to support an alternative highway connecting to the mid-Island Highway.

L. **ADJOURNMENT**

It was moved and seconded:

That the meeting adjourn at 8:55 pm.

CARRIED

CERTIFIED CORRECT

Mayor

Clerk

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Cycling and Pedestrian Crossing of Roger Creek
Submission from
Alberni Environmental Coalition
Alberni Valley Transition Town Society

An additional crossing of Roger Creek has been on the mind of the people of Port Alberni for many years in the form of vehicle access but also as a separate cycling and pedestrian crossing.

Some History:

Since the 1980's there has been discussion about a Tenth Avenue Crossing of Roger Creek. Twice before, in 1981 and 1983 proposals for a crossing have been approved by public referenda, but lack of funding kept the project from going ahead. A third referendum was held in November 2014. This time the proposal for a car crossing was rejected by the community.

In 2008 an ad hoc committee of the Alberni Environmental Coalition was formed to promote the creation of a cycling and pedestrian crossing of Roger Creek. A campaign was mounted to encourage local citizens to donate the \$100 initial grant which each citizen received from the Gordon Campbell carbon tax. A total of \$4700 was received and put into a trust account to be used for the pedestrian and cycling bridge.

The economic melt down of 2008 occurred soon after this campaign got started, and all provincial and federal funding sources dried up almost immediately. The organizers of the cycling and pedestrian bridge campaign felt that the project should be put on hold, but the \$4700 has remained available for the designated bridge at such time as the project is undertaken.

The City has undertaken an Active Transportation Plan recently in recognition of increased interest in trails, cycling and walking for health and commuting benefits. The 10th Ave. Corridor is a main line that connects north and south Port. The City's endorsement of the Active Transportation Plan brings it a step closer to being able to apply for grant programs such as the following which may be sources of funding for a cycling and pedestrian crossing of Roger Creek.

1. Bike BC Cycling Infrastructure Partnerships Program
2. Small Community Fund
3. BC Hydro
4. EcoAction Community Funding Program
5. Port Alberni Community Investment Program
6. ACRD grant-in-aid
7. Island Coastal Economic Trust (ICET)
8. Port Alberni Community Forest
9. Community Foundations
10. City of Port Alberni Carbon Fund

For example, one of these grant programs, Bike BC Cycling Infrastructure Partnerships Program offers funding for 50 % of the costs of cycling infrastructure to a maximum of \$100,000.

The Alberni Environmental Coalition and Alberni Transition Towns are eager to work with the City to make this project happen.

Some Discussion:

The initial 2008 campaign to build the Roger Creek pedestrian and cycling bridge was entitled "A Bridge to Unite Us". The project would have a number of benefits for our community.

1. Such a bridge would provide a focal point to draw our community together in a common purpose as we work together to raise the money to finance it and organize its construction. It would give us something to celebrate and take great pride in.
2. The bridge would be of major benefit to the health of our citizens as they use it to walk or cycle from one side of the Roger Creek ravine to the other rather than driving their cars. The Roger Creek ravine itself is one of the most naturally beautiful gems in our community and the bridge would open this vista up to all who use it.
3. The bridge would encourage commerce in our community by opening up a new avenue of access between North Port and South Port for shopping in the Johnson Road corridor and the Downtown and Central Port areas.
4. The bridge would create a convenient access from North Port to the new High School, Echo Recreation Area and North Island College as well as from South Port to the Pacific Coast University and the north side malls.
5. A unique and specially constructed bridge would be a draw for tourists to our community. It would be something that community members would be proud to show to their guests. It would be a great addition to the network of trails which the community has been developing over the past several years. It could be one more thing to put our community on the map.
6. A pedestrian and cycling bridge would be an important asset to our community in our efforts to decrease our carbon footprint by encouraging us to get out of our cars more often.

The provincial government's Bike BC grant initiative which could fund up to \$100,000 for a cycling project is a possible source of funds. Additional grants from provincial and federal governments, foundations, service clubs, the Community Forest, crowd source funding and other programs should allow this project to be completed without the City having to raise taxes.

Conclusion:

The time has come for a cycling and pedestrian crossing over the Roger Creek corridor. Government funding has once again become available and there appears to be growing community support for the project. People who want to walk and cycle their way around Port Alberni need a more convenient way to do so. As shown in the points above, a pedestrian and cycling bridge would have benefits for us all.

Action Plan:

We would like City Council to prepare for the next round of Provincial, Federal and Community grants to support the construction of a Roger Creek pedestrian and cycling bridge. To do this Council needs to develop a plan to study the location and type of bridge to be built as well as a financial plan and public consultation process. The first step is to pass a motion to put the pedestrian and cycling bridge as a line item for the 2015 Budget Process.

Port Alberni Maritime Heritage Society

Delegation to City Council January 12, 2015

We wish to introduce the Maritime Heritage Society and some of our board members to the new council. We will show how our objective to “Preserve, Present, and Promote” the City's maritime heritage supports key components of the City's Strategic objectives in the areas of the Water-front and Tourism. We will briefly explain our summer program for youth and tourists. A short explanation of our funding will show how we serve thousands of tourists each year at no cost to the City. After comments on some recent encouraging developments in our association with the Port Authority, a new winter seminar plan, and interest from new members we will end with an unabashed and flagrant promotion of our “Maritime Heritage Evening” on January 22nd, to which we will invite members of council.

HEART AND STROKE FOUNDATION

Mike Ruttan
4850 Argyle Street
City of Port Alberni V9Y 1V8

December, 2014

RECEIVED

DEC 29 2014

CITY OF PORT ALBERNI

Dear Mayor Mike Ruttan,

Every February the Heart and Stroke Foundation celebrates Heart Month by holding its Person-to-Person Campaign. During this month, we rely on more than 100,000 passionate Canadians to selflessly brave the cold and give their time by canvassing local neighbourhoods to collect donations to help us further our mission - prevent disease, save lives and promote recovery.

Since our founding in 1952, Heart and Stroke Foundation funded research has been the engine driving relentless progress in heart disease and stroke prevention and care across Canada. Over the past six decades, the generosity of our donors has enabled us to invest almost \$1.4 billion into life-saving research – research that has revolutionized the prevention and treatment of heart disease and stroke. The impact of these advances has been extraordinary: a 75 per cent reduction in the rate of death from heart disease and stroke. Despite that remarkable progress, the Foundation's work is more urgent than ever, because heart disease and stroke still takes one life every seven minutes in Canada.

As a volunteer-based health charity, we strive to tangibly improve the health of every Canadian family, every day. In 2013, the Foundation supported nearly 1,500 hospital and university-based researchers across Canada including approximately 22 researchers in BC.

February is recognized as Heart Month in Canada and the Heart and Stroke Vancouver Island/ Powell River/ Gulf Islands office respectfully requests your proclamation of February 2015 as Heart Month in **Port Alberni**. I would be grateful to receive notification of approval of this proclamation. To this end, I have enclosed a draft 'Proclamation' for your reference.

If I may provide any additional information, please contact me at your convenience. I can be reached at **250-754-5274** or by email at **tdarnell@hsf.bc.ca**

Sincerely,



Tana Darnell
Community Development Coordinator
Vancouver Island/ Powell River/ Gulf Islands
401-4095 Dunsmuir Street Nanaimo, BC V9R 6B9
T: 250-754-5274 E: tdarnell@hsf.bc.ca



Proclamation

City of Port Alberni

Mayor Mike Ruttan

February 2015

WHEREAS: Every seven minutes, someone dies from heart disease or stroke in Canada. Help create more survivors.

AND WHEREAS: The Heart and Stroke Foundation's mission is to prevent disease, save lives and promote recovery. As a volunteer-based health charity, we strive to tangibly improve the health of every Canadian family, every day.

AND WHEREAS: February is Heart Month in Canada, during which the Heart and Stroke Foundation Person-to-Person Campaign takes place, to support on-going heart disease and stroke life-saving programs and research;

AND WHEREAS: We applaud and commend the thousands of volunteers, staff and researchers of the Heart and Stroke Foundation for their dedication and commitment and wish them continued success;

I, THEREFORE: proclaim that the month of February be observed as "Heart Month" in the City of Port Alberni. I further urge all citizens to open their heart to the Heart and Stroke Foundation Person-to-Person Campaign, and all civic, social and fraternal organizations and business establishments to give this campaign the greatest possible support. Together, we can create more survivors!



Alberni Valley Curling Club
3250 - 9th Avenue, Port Alberni, BC, V9Y 4T2
Phone 250-723-3111 Fax 250-723-3160
E-mail alberniculting@shaw.ca



December 15, 2014

RECEIVED

DEC 15 2014

CITY OF PORT ALBERNI

Dear Mayor Ruttan and City Council,

The Alberni Valley Curling Club has the honor of hosting the "Tim Hortons BC Senior Men's and Women's Curling Championships" this coming February and had been considering using the existing signage structure on 10th Avenue beside the AV Curling Club/Heritage Society building for promoting the competition. The signage cost for this single event was not affordable for our club, however, we do feel that use of the structure to support some form for signage for community events would be beneficial not only our curling club but fill a void for other non-profit groups within the Alberni Valley that would like some large outdoor sign to advertise upcoming events.

The location beside a major corridor on the south side of the city is very visible and would serve the city and various groups well. The large outdoor signage would be a significant improvement in many ways over the use of posters and sandwich boards which are the only methods that many groups can afford.

Would the City of Port Alberni please consider this opportunity to upgrade and/or modify the existing structure on 10th Avenue to include equipment to allow for advertising and promotion of events for the Alberni Valley? Ideally, this could be an electronic board with remote changes to the sign, but even a message board with manual changes for events would be a welcome addition.

Thank you for your time and consideration.

Sincerely,

Rob Brandon
President AVCC
Ph: 250-720-5820



School District 70 (Alberni)

4690 Roger Street, Port Alberni, B.C. V9Y 3Z4 Ph: (250) 723-3565 Fax (250) 723-0318

RECEIVED

DEC 04 2014

CITY OF PORT ALBERNI

December 1, 2014

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

Dear Mayor Ruttan and Council:

On behalf of the School District 70 Alberni Board of Education I am writing to offer our congratulations to you and council on your inauguration as municipal representatives for the City of Port Alberni.

Our board wishes to build on the relationship we have developed over the years in communicating and sharing our interest in providing opportunities for students to be actively engaged life-long learners and productive citizens within our community.

We invite you and council to meet with us at your convenience sometime in the near future to engage in further discussions of mutual interest.

We look forward to hearing from you and anticipate continued dialogue over this four- year term.

Sincerely,

THE BOARD OF EDUCATION
SCHOOL DISTRICT 70 (ALBERNI)

Larry Ransom
Chairperson

cc: SD 70 Trustees
Superintendent, Greg Smyth
Secretary Treasurer, Lindsay Cheetham



British Columbia
**Community
Forest
Association**

local people, local forests, local decisions

How is this study different from the BCCFA Indicators Project ?

This work will compliment and enhance the work currently underway in the Community Forest Indicators Project.

It is designed to focus on the economic impact of community forests and will give a deeper analysis of our local and provincial contributions.

The Southern Interior Beetle Action Coalition (SIBAC) and the BCCFA have agreed to partner on an in-depth economic impact assessment of community forests in BC.

The BCCFA board and staff see this project as a rare chance to build the case for community forests with politicians and policy makers. With a clear analysis of the economic realities and contributions of community forests, we will be better positioned to justify and validate our important priorities.



**Southern Interior
Beetle Action Coalition**

ENTERED

Who is SIBAC?
SIBAC is a non-profit rural development organization led by local government and First Nations leaders in the BC southern interior.

SIBAC members are strong proponents of community forests and approached the BCCFA with this opportunity as a means of supporting us to tell our stories.

They strongly believe the information resulting from the project will be a potent tool to inform and influence politicians and government policy to the benefit of community forest organizations and the communities we serve.

The Details and Your Part

The project is fully funded by SIBAC.

The condition of the agreement is that minimum of 20 CFAs in the province agree to participate. **We are counting on you to participate in the study.**

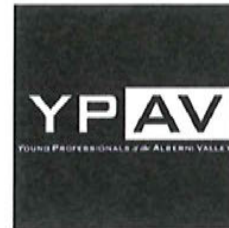
By January 30, 2015 we need from you:

- **Electronic copies of all of your annual financial statements since inception of your community forest**
- **Completion of the information form and submission to Jennifer Gunter. [link to the form](#)**

As follow up to your submission, the consultant may need to contact you for a conversation and to hear your recommendations for the report.

Take a look at the [full invite letter from SIBAC](#)

January 7, 2015



City of Port Alberni
Attn: Mayor Ruttan & City Council
4850 Argyle St.
Port Alberni, B.C.
V9Y 1V8

Dear Mayor Ruttan and Council,

The Young Professionals of the Alberni Valley (YPAV) are looking to install a tsunami commemorative pillar on the north-west corner of Kingsway and Argyle (by the E&N Train Station). The three-sided pillar will be constructed out of three live-edge yellow cedar planks (approx. 2' x 6') sourced from McLean Mill with a base constructed by Canadian Alberni Engineering. The location has been approved by the Director of Parks, Recreation and Heritage and was presented to the Advisory Heritage Committee at their January 7, 2015 meeting. We are flexible as to the location of the pillar but it must be within the Rotary Arts District to qualify for the funding we have received.

This public art project will convey and pay tribute to; the reason people first came to the Alberni Valley - the logging, fishing, mining and milling industries, the 50th anniversary of the 1964 tsunami which acted as a catalyst for the amalgamation of Port Alberni and Alberni, and the community achievements of the amalgamated city since that time. Scenes representing these facets of Port Alberni's past, present and future will be wood burned onto the planks by local artist Shayne Lloyd.

The YPAV believe that a public art piece in the uptown arts district will be an asset to the Alberni Valley. Its proposed location by the E&N Train Station links it to McLean Mill, a historic source of pride for the community and where the wood will be sourced. Placing it near the high water mark on Argyle Street highlights the adversity that the city has faced and risen above, from the tsunami to industry turmoil. We hope that the art piece will beautify the city and become a source of pride for local residents as well as an attractant for tourists. The YPAV will consult with local business, organizations, community members and First Nations in designing the art project.

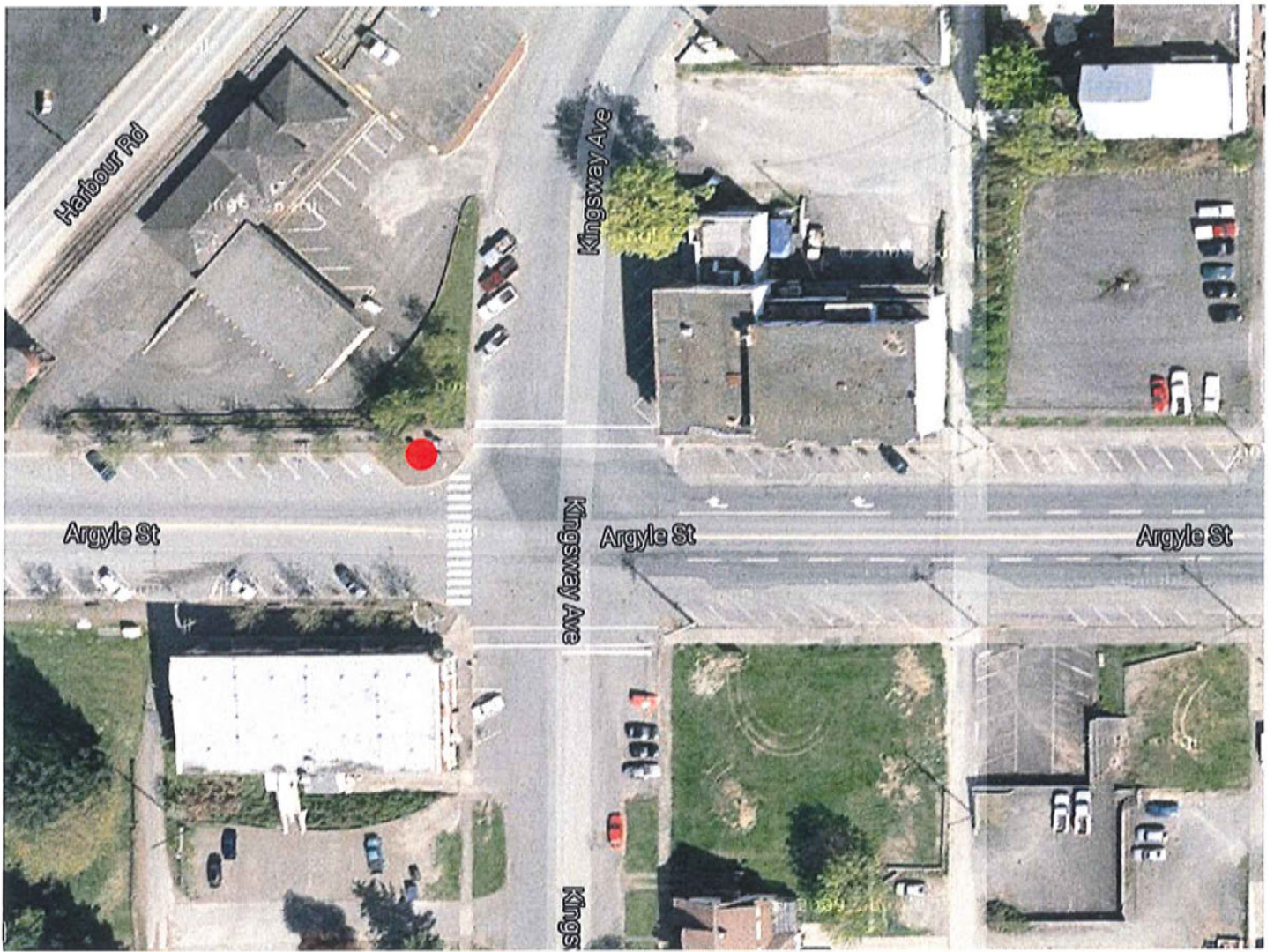
The estimated cost of this public art project is \$2500. The YPAV have secured \$1250 in grant funding from the Rotary Arts District. This funding is conditional on the city's acceptance of the project. The remaining funds will come from YPAV and community partners.

We are asking for the city of Port Alberni to accept the tsunami commemorative pillar on the north-west corner of Argyle and Kingsway.

If you have any questions please contact Cameron Oscienny at 250-730-2707 or Kat Slepian at 1-778-689-4238.

Thank you,

Young Professionals of the Alberni Valley
3245 3rd Avenue
Port Alberni, B.C. V9Y 4C9





Kat Slepian - Alberni Valley News
reporter@albernivalleynews.com
1-778-689-4238

Excellent health and care for everyone,
everywhere, every time.



December 8, 2014

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DEC 11 2014

CITY OF PORT ALBERNI

Mike Ruttan
4850 Argyle Street
Port Alberni BC V9Y 1V8

Dear Mayor Ruttan:

Please accept our congratulations on being declared Mayor-Elect of Port Alberni.

We know you share Island Health's commitment to providing high quality health care to your community and we look forward to working with you and your Council on behalf of your residents.

If you should have questions or concerns at any time, please do not hesitate to contact the President and Chief Executive Officer's office at (250) 370-8692.

Once again, congratulations on your election.

Sincerely,

Don Hubbard
Board Chair

Dr. Brendan Carr
President & Chief Executive Officer

ENTERED

Office of the President & CEO

Located at: 2101 Richmond Avenue | Victoria, BC V8R 1J8 Canada

Mailing address: 1952 Bay Street | Victoria, BC V8R 1J8 Canada

Tel: 250-370-8692 | Fax: 250-370-8750

viha.ca

REGULAR COUNCIL AGENDA - JANUARY 12, 2015

38

F.I.



Fraser Basin Council

INFO
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DEC 30 2014

CITY OF PORT ALBERNI

December 15, 2014

Mayor Mike Ruttan
City
Port Alberni
4850 Argyle Street
Port Alberni BC V9Y 1V8

Dear Mayor Mike Ruttan,

On behalf of the Fraser Basin Council's Board of Directors and Staff, I would like to take this opportunity to congratulate you on your success in the local government elections on November 15, 2014. We would like to wish you and your Council much success in addressing the challenges and opportunities within your community.

Appointed as Chair of the Fraser Basin Council on April 1, 2014 I am proud to be representing an organization that has been working closely with local governments throughout British Columbia since its inception in 1997. The Council welcomes the possibility of working with you and your Council on addressing sustainability issues should you choose to seek our assistance at some point in the future.

In the interim I wish to take this opportunity to wish you the best for the Holiday Season and much success in 2015.

Sincerely,

Colin Hansen, Chair
Fraser Basin Council

ENTERED

Basin-Wide Office and
Greater Vancouver Sea to Sky Regional Office

1st Floor, 470 Granville St, Vancouver, BC V6C 1V5

TEL: 604-580-1500 FAX: 604-580-1501 info@fraserbasin.bc.ca

FRASERBASIN.BC.CA

Social well-being supported by a vibrant
economy and sustained by a healthy environment

F.2

RECEIVED
DEC 15 2014
CITY OF PORT ALBERNI



December 12, 2014

Attention: Mike Ruttan, Mayor
City of Port Alberni
4850 Argyle Street
Port Alberni, B.C. V9Y 1V8

Dear Mayor Ruttan:

Re: BC Wine Institute Welcome and Introduction

On behalf of the BC Wine Institute winery members and Board of Directors, I would like to take this opportunity to congratulate you on your recent election.

As the BC Grape Wine Industry is an integral component to Port Alberni's local economy, I wanted to also take the time to provide a quick industry overview.

The BC Wine Industry's \$2.0 billion economic impact is a significant driver to the BC economy with more than 10,000 people employed in BC as a result of the Wine and Grape Industry. With every bottle of wine produced in the Province, there is \$42 of economic impact generated.

Since 1990, the BC Wine Institute has played a pivotal role in taking BC's Wine Industry from a vision to an internationally recognized niche region producing premium wines and providing quality Wine Tourism experiences.

The BCWI represents all wineries of British Columbia to grow the *Wines of British Columbia* brand through driving awareness of our world-class wine tourism product - currently drawing 800,000 visitors with \$476 million in tourism and tourism employment related economic impact every year.

BCWI voluntary membership dues enables participation in various trade and consumer promotional events and retail marketing activities here in BC, across Canada and in select export markets, exclusively featuring BC VQA Wine. BCWI membership represents 95% of total grape wine sales and 94% of total BC VQA Wine sales in British Columbia, making BCWI the number one voice of BC's Wine Industry.

BCWI Board of Directors:

- Josie Tyabji, Board Chair, Constellation Brands Canada (large winery)
- Shaun Everest, Board Vice Chair, Tinhorn Creek Vineyards (medium winery)
- Greg Berti, Andrew Peller (large winery)
- Ezra Cipes, Summerhill Pyramid Winery (medium winery)
- Bill Eggert, Fairview Cellars (small winery)
- Christina Ferreira, Squeezed Wines (small winery)
- Spencer Massie, Clos du Soleil Winery (small winery)
- Duncan McCowan, Hillside Estate Winery & Bistro (medium winery)
- David Wilson, Mission Hill Family Estate Winery (large winery)
- Graham O'Rourke, BC Grapegrowers' Association (ex officio)

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in "Reading File"
/

For your information, I have enclosed a copy of the *BC Wine Institute Fiscal 2014 Annual Report* that details our work over the last fiscal year, as well as the infographic outlining "British Columbia's Wine Economy" contribution to the Province.

We look forward to a collaborative relationship with your office and are happy to provide additional copies upon request.

Best wishes for the upcoming Holiday Season,



Miles Prodan
President/CEO

Enclosures (2): BC Wine Institute Fiscal 2014 Annual Report
 British Columbia's Wine Economy InfoGraphic

cc: Josie Tyabji, Chair, BC Wine Institute

John Horgan
Juan de Fuca
Room 201
Parliament Buildings
Victoria, BC V8V 1X4

Constituency Office:
#122-2806 Jacklin Road
Victoria, BC V9B 5A4
Phone (250) 391-2801
Fax (250) 391-2804



Selina Robinson
Coquitlam-Maillardville
Room 201
Parliament Buildings
Victoria, BC V8V 1X4

Constituency Office:
102-1108 Austin Avenue
Coquitlam, BC V3K 1X4
Phone (604) 933-2001
Fax (604) 933-2002

Mayor Ruttan and Council
City of Port Alberni
4850 Argyle Street
Port Alberni, BC V9Y 1V8

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DEC 15 2014

CITY OF PORT ALBERNI

December 08, 2014

Dear Mayor Ruttan and Council,

Congratulations on your recent election. As Leader of the Opposition and the Spokesperson for Local Government, we thank you for your dedication and commitment, and for the work you will do in service of your community.

You have a big task before you. You already know that it is a rewarding task, and one that is absolutely vital to our province and our democracy. Local governments are part of the foundation of British Columbia and you play a key role in building a strong, vibrant, resilient and sustainable province for all British Columbians.

Your perspective and insight are important to us. You know the reality on the ground in your communities. We respect your understanding and knowledge of the issues facing your constituents.

We have been listening carefully to local governments around the province. It is a challenging time for you and your colleagues. The issues you are dealing with are increasingly complex, yet resources are dwindling despite high need, downloading of responsibilities from senior levels of government, and pressure to do more with less.

We understand these challenges and believe that local governments need to be invited to the table with the Province to explore how different levels of government can work together to meet the needs of our citizens. We are here to work in partnership with you to create healthy, safe, and prosperous communities.

Selina Robinson, our Opposition Spokesperson for Local Government, is your contact on the team. You can reach Selina by phone at 250-953-4701 in Victoria, 604-933-2001 in Coquitlam, or by email at Selina.Robinson.mla@leg.bc.ca. We look forward to hearing from you.

We are grateful to have committed individuals like yourselves as colleagues. We look forward to working with you as you fulfill your terms in office.

We wish you and your families all the very best for the holiday season.

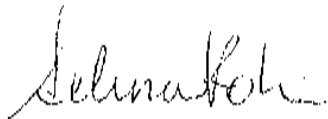
Sincerely,

A handwritten signature in black ink that reads "John Horgan". The signature is fluid and cursive, with the first name "John" and last name "Horgan" clearly distinguishable.

John Horgan

Leader

New Democrat Official Opposition

A handwritten signature in black ink that reads "Selina Robinson". The signature is cursive and elegant, with the first name "Selina" and last name "Robinson" clearly distinguishable.

Selina Robinson

Spokesperson for Local Government and Sports

DEC 15 2014

PROVINCIAL OFFICE

CITY OF PORT ALBERT

1220 West 7th Avenue, Vancouver, British Columbia, V5T 1R1
P 604.681.7271 • F 604.681.7022 • 1.800.665.1868 • www.sPCA.bc.ca

Charitable Registration # BN 11881 9036 RR0001

Wednesday, December-10-14

Dear Mayor Mike Ruttan:

We at the BC SPCA wanted to personally congratulate you on your recent success in the 2014 municipal elections. We are very excited to see you in office and look forward to working with you and your city council as we continue serving the animals in your community.

Model Bylaw

We are also very pleased to let you know about our newly updated model animal care and control bylaws. The BC SPCA is operating according to a new strategic plan, launched in January 2014, which focuses on expanding programs that move towards the creation of humane communities throughout British Columbia. To assist elected officials and municipal government staff, we have developed model animal care and control bylaws that are easily adapted for your community's needs. The BC SPCA model bylaws encourage public health and safety, as well as responsible animal guardianship. The handbook provides insights and tips for developing effective animal-related bylaws as well as model text that can be adopted by city council. These recommendations are based on years of animal care and control policy development and British Columbian municipalities' best practices. Digital copies will be sent to all municipalities early next year and hard copies can be sent upon request.

2015 Million Acts of Kindness Campaign

We also wanted to share that the BC SPCA is celebrating its 120 anniversary in 2015. We will be celebrating all year with British Columbians to commemorate the work we do, and the amazing supporters that make our work possible. This milestone creates the opportunity for a province-wide awareness campaign about the valuable services provided by the BC SPCA and is an opportunity to celebrate how the BC SPCA is partnering with individuals, business and governments across B.C. to save animal lives and to create humane communities.

We'll be in touch soon with more information about our exciting **Million Acts of Kindness Campaign**, how you can participate, support and share the campaign with your network.

Congratulations again on your election to office, we look forward to working with you in the coming years.

Yours sincerely,

Geoff Urton
Manager, Stakeholder Relations

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JAN 02 2015

CITY OF PORT ALBERNI

File: 30200-20/RUCP-05-03

Ref: 104936

December 30, 2014

His Worship Mayor John Douglas
City of Port Alberni
City Hall
4850 Argyle Street
Port Alberni BC V9Y 1V8

Dear Mayor Douglas:

Thank you for your letter dated November 28, 2014 (received by email on December 2, 2014) regarding the timing for the review of Compliance Coal Corporation's (Proponent) Application for an Environmental Assessment Certificate.

We have heard from the Proponent that it may submit the Application documents to the Environmental Assessment Office (EAO) to commence the evaluation phase in the New Year.

With respect to your concern about to the evaluation phase straining resources of Working Group members, it is important to remember that at this time, EAO is only seeking comments on whether the revised Application adequately addresses the deficiencies previously identified. I reviewed EAO's records from the previous evaluation and understand that during the evaluation of the Application in April/May, 2013, the Working Group representative for the City of Port Alberni did not identify Application deficiencies with respect to areas within the mandate of the City. However, I understand that he anticipated having substantive comment regarding the conclusions reached within the Application on some issues during the Application Review phase.

The Application Review phase will not commence until EAO has determined that the Application contains the required information.

If you have any questions or concerns about the evaluation review phase, please let me know. I can be reached by telephone at 250-387-1447 or by email at Shelley.Murphy@gov.bc.ca.

...2

Environmental
Assessment
Office

Mailing Address:
PO Box 9426 Stn Prov Govt
Victoria BC V8W 9V1

Location:
1st & 2nd Fl - 836 Yates Street
Victoria BC V8W 1L8

ENTERED
E.C.

Yours truly,



Shelley Murphy
Executive Project Director

cc: Ken Watson, City Manager
City of Port Alberni
Ken.Watson@portalberni.ca

Chelsea Garside, Project Assessment Officer
Environmental Assessment Office
Chelsea.Garside@gov.bc.ca



CITY OF PORT ALBERNI

Office of the Mayor

City Hall
4850 Argyle Street
Port Alberni, B.C. V9Y 1V8
Tel. (250) 723-2146 Fax: (250) 723-1003

COPY

November 28, 2014

Ministry of Environment
Environmental Assessment Office
2nd Floor 836 Yates St
PO Box 9426 Stn Prov Govt
Victoria BC V8W 9V1

Attention: Shelley Murphy
Executive Project Director

Dear Ms. Murphy:

RE: Raven Underground Coal Project

I am writing to you regarding the pending input period for the resubmission of the Raven Underground Coal Project to the Environmental Assessment Office. As a member of the working group we intend to fully evaluate the application and provide input with respect to its impacts on our community.

As it is now the end of the November, our Council has expressed concern that the input period for either the working group or the public could overlap with the holiday season. This would strain our efforts, and likely that of the other stakeholder groups, in taking the necessary time to consider the application and outline our feedback. Therefore, Council respectfully requests that your office not commence either the 30-day working group input period or the 50-day public input period until the start of 2015.

Thank you for considering this request. If you have any questions please don't hesitate to contact City Manager, Ken Watson at (250)720-2824 or via email at ken_watson@portalberni.ca.

Yours truly,
CITY OF PORT ALBERNI

John Douglas
Mayor



PORT ALBERNI PORT AUTHORITY
2750 Harbour Road
Port Alberni, B.C. V9Y 7X2
Tel. (250) 723-5312 Fax. (250) 723-1114
www.portalberniportauthority.ca

ADMINISTRATION PORTUAIRE DE PORT ALBERNI
2750, Harbour Road
Port Alberni, (C.-B.) V9Y 7X2
Tél. (250) 723-5312 Fax. (250) 723-1114
www.portalberniportauthority.ca

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DEC 15 2014

CITY OF PORT ALBERNI

December 3, 2014

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

Your Worship:

Re: Congratulations

On behalf of the Board of Directors and staff of the Port Alberni Port Authority I offer congratulations on your victory in the mayoralty election in Port Alberni.

We look forward to working with you and the new City Council in the spirit of the Port Alberni Port Authority – City of Port Alberni Accord and best mutual interests for the continued economic benefit, diversification and prosperity of our community.

If you have any questions or comments about the strategic importance of the Port Alberni Port Authority to its community, region and country as well as the ongoing projects and relationship among the Port and City please feel free to contact me any time.

Sincerely,

PORT ALBERNI PORT AUTHORITY

Gillian Trumper,
(Acting) Chair of the Board

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DEC 19 2014

CITY OF PORT ALBERNI



December 10, 2014

Mayor Mike Ruttan
City of Port Alberni
4850 Argyle Street,
Port Alberni, B.C. Canada

Dear Mayor Ruttan,

Season's Greetings and Best Wishes for the New Year.

I am pleased to inform you that effective 1st December 2014, I have been re-elected as mayor of the City of Abashiri. I am very happy indeed to be able to continue my duties for a period of four years. I am determined to do my best to contribute for our city, Abashiri.

The City of Abashiri is honoured to have been a Sister City with Port Alberni for these past 28 years. We look forward to a continued positive and rewarding relationship in future years.

Wishing you and the citizens of Port Alberni all the best!

Sincerely,

Yoichi MIZUTANI, Mayor
City of Abashiri, Hokkaido, JAPAN

DEC 05 2014

CITY OF PORT ALBERNI

PRA-BC**Practice Readiness Assessment of British Columbia**

December 1, 2014

Mr. John Douglas,
Mayor, Port Alberni
City Hall
4850 Argyle Street,
Port Alberni, BC
V9Y 1V8

Dear Mayor Douglas

Re: September 17, 2014 Letter in Support of Port Alberni

Thank you for your interest in the Practice Readiness Assessment (PRA-BC) program. The BC-PRA committee has been very pleased with the caliber of clinics which have expressed interest in acting as clinical assessment sites for this program.

The Practice Ready Assessment Program (PRA-BC) will run as a pilot in several rural communities over the next year, and will assess a total of thirty candidates in two fifteen candidate cohorts.

Family physicians who received their medical degrees from countries which do not have reciprocal recognition with the College of Family Physicians of Canada must, under national guidelines, undergo a three-month Practice Readiness Assessment (PRA) to ensure they are competent to practice safely in Canada, prior to receiving a provisional medical license. After assessment there will be a requirement for a three year return of service in a rural site in British Columbia.

Under national guidelines and to avoid any appearance of conflict of interest, candidates may not be assessed in the clinics to which they will give their return of service.

For each cohort twenty Physicians will be pre-screened for eligibility for PRA-BC by HealthMatchBC, and final eligibility decided on the basis of requirements determined by the College of Physicians and Surgeons of British Columbia. Candidates selected to enter the program will experience a brief orientation to the evaluation process followed by a series of examinations. The fifteen best performing candidates in each cohort will then be selected for further orientation and then for a three month Clinical Field Assessment (CFA) in one of the sites across the province that has indicated interest. Candidates who are successful in this CFA will then receive a provisional license to practice in British Columbia.

PRA-BC cannot guarantee that all interested candidates will be selected for the program. There is also a possibility that a candidate will not succeed in the CFA and not be eligible for provisional licensure.

Site selection for permanent return of service clinics has now been determined based on identification of areas of need by Health Authorities. Matching of International Medical Graduate applicants to these return of service sites will be made in mid December 2014 by a sub-committee of PRA-BC. This committee will have extensive stakeholder representation to ensure the fairest distribution of physician resources. The Clinical Field Assessment site in which the

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PRA-BC

Practice Readiness Assessment of British Columbia

applicants will be assessed will be determined based on close comparison with the ultimate return of service site.

Assessment Clinics will likely be equally spread across the Health Authorities based on HA sponsorship and assessor availability.

The intention of the BC-PRA program is for candidates to be assessed by trained rural family physicians in rural clinical sites not only with the goal of assessing their competence, but also to most effectively prepare them for rural practice. The program committee greatly appreciates the willingness of rural physicians and practices to act as Clinical Field Assessment sites to make this intention a reality.

Sincerely,



Dr. Penny Davis, Interim Clinical Director



COPY

CITY OF PORT ALBERNI

City Hall
4850 Argyle Street,
Port Alberni, BC V9Y 1V8
Telephone: 250-723-2146 Fax: 250-723-1003
www.portalberni.ca

September 17, 2014

Dr. Brendan Carr, President & CEO
Island Health
1952 Bay Street
Victoria, BC V8R 1J8

Dear Dr. Carr:

RE: Practice Readiness Program for International Medical Graduates

As Mayor of the City of Port Alberni, I am writing in support of the letter sent to your office by Penny Cote, Chairperson of the Alberni-Clayoquot Regional Hospital District regarding the Practice Readiness Program (PRP).

I echo her sentiment that Port Alberni is the best choice for the first PRP for international medical graduates. Having an adequate compliment of physicians in our community has been very challenging at times and strained our ability to offer an effective healthcare system for current and prospective residents.

I am also acutely aware of the frustrations felt by many of our residents who have experienced first-hand problems with hospital overcrowding, surgery cancelations/rescheduling and challenges with finding a family physician. When coupled with our region's poor overall health status, it is clear that we need more resources to affect the needed change.

As you are likely aware, our community is working in cooperation with your organization and others to develop programs and initiatives to try and address this concerning situation. Through the 'Better at Home' program and our proposed community paramedicine initiative we are working to provide care to residents before they require a trip to the emergency room. Having physicians available to practice, sponsor and participate in these programs is critical to their success.

For these reasons and many more I fully support our community for the Practice Readiness Program. I have attached three letters from current and prospective doctors who share this same feeling.

Yours truly
CITY OF PORT ALBERNI

ORIGINAL SIGNED BY

John Douglas
Mayor

pc. Heidi Otter, Registrar of the College of Physicians and Surgeons of BC

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Mayor Mike Ruttan

Dec.4/14

Congratulations on your recent election, we would like to introduce you to the Canal Beach Watersports Society (CBWS). The society is made up of a group of local professionals with a passion for water sports and the community. Its purpose is to help the public and user groups enjoy access to the Alberni inlet for non-motorized recreational, health, and educational purposes.

In partnership with the City of Port Alberni, Parks, Recreation and Heritage department, CBWS has been involved in the following events at Canal Beach:

- Organization of the first annual Alberni Canal Downwind Challenge Stand Up Paddle Board event (ACDC) in 2014. This first time event attracted 35 participants in the main race and many other children, adults and sponsors in the fun races and other activities. Over 500 attendants.
- Hosting the successful Mobile Optimist Sailing School for local children from 2011-2014. Full attendance each year.
- Participating in ongoing seasonal Canal Beach Clean Ups over several years.
- Partnering with West Coast Aquatics to offer the Kid's Summer Stewards (summer camp) Program to help raise awareness about the environment
- Collaboration with ADSS's Outdoor Adventure Class and Nuu-Chah-Nulth Blade Runners to introduce students to a 'Taste of Watersports' at Canal Beach for past several years.

Other events have also taken place at Canal Beach, including:

- An Amazing Race-style competition in conjunction with local business West Coast Slam to help promote the outdoor adventure beauty of the Alberni Valley.
- The Peak Polar Bear Swim, another annual event with over 800 local participants. Many sponsors

In addition to the positive impact on the health and wellbeing of the local population, CBWS sees the potential of water and wind sports as an economic driver to grow the local economy. In the past, non-motorized water sport enthusiasts have headed to coastal destinations, such as Tofino and Nitinat to enjoy their sports. More recently, seeds have been planted in the water sport community that Port Alberni now has improved accessibility to our strong, consistent thermal winds and scenic waterfront.

Today, many professionals and tradespeople place the value of their active lifestyle high on their list of priorities. When they are deciding where to live or which job offer to accept, they are more likely to relocate to an area that can accommodate their recreational pursuits.

Examples of other industrial-based municipalities that have broadened their focus, and economies, by becoming more activity friendly include both Squamish and the world famous Hood River (Columbia Gorge), Oregon. We encourage you to google these communities and see the positive impact of the recreational activities and businesses on the overall quality of life in the area.

The commitment to the beach by both the residents and the city administrators has been demonstrated through the countless hours contributed by staff and volunteers, as well as the significant financial

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resources allocated by the City. CBWS looks forward to working with you to continue this momentum towards a stronger economy and a more attractive community.

Sincerely

CANAL BEACH WATERSPORTS SOCIETY

Sandra Gentleman

Owen Brown

Gord Baines

Tara Denton

Alicia La Rue

Rob Gentleman

Addendum:

For the sponsors of the inaugural ACDC 2014 event, CBWS had generous support from:

See Group

Dave Koszegi Realty Group

93.3FM Peak radio

Port Alberni Parks, Recreation and Heritage

Port Alberni Fire Department

Port Alberni Police Department

Port Alberni Port Authority

Army Cadets

Wrestling Club

Quality Foods

Tim Hortons

Kiwanis Club

Rainbow Room

Front Runners (Nanaimo-based store)

Walk The Coast

Alberni Valley News

Alberni Valley Times

Shaw TV

Oceans Network (Neptune Canada)

West Wind Pub

Compass Adventures (Comox-based company)

Island Surf Co (Coombs surf shop)

Ocean River Sports (Victoria-based company)

Totally Board Surf Shop (Port Alberni shop)

Em Salon

Nichele Portrait Studio

Rehab in Motion

Alberni Valley Search and Rescue

Enex Fuels

Online Resource Links:

Here are some links to refer for more information:

Water and Windsports in Port Alberni on Shaw TV Summer 2014

<https://www.youtube.com/watch?v=Z0iTN1MID0M>

Mobile Optimist Sailing School (MOSS)

<https://www.youtube.com/watch?v=Z4hluIDSqsU&sns=em>

Alberni Canal Downwind Challenge (ACDC) Stand Up Paddleboard Event

<https://www.youtube.com/watch?v=F3etSFyvAIY&feature=youtu.be>

<https://www.youtube.com/watch?v=3pcuN3bWnsw>

Alberni Valley Adventure video

https://www.youtube.com/watch?v=UQY6-792_lk

Peak Polar Bear Swim

<https://www.youtube.com/watch?v=T-sfUck04a4>

Canal Beach Clean Up Shaw TV 2012

<https://www.youtube.com/watch?v=KyMRfQyuzWE>

ShawTV first season vision:

https://www.facebook.com/video/embed?video_id=462909397129



RECEIVED
DEC 12 2014
CITY OF PORT ALBERNI

December 8, 2014

Mayor and Council
City of Port Alberni
4850 Argyle Street
Port Alberni BC V9Y 1V8

Dear Mayor and Council,

I am writing today on behalf of the BC Salmon Farmers Association, to congratulate you on your success in the recent municipal elections.

BC's farm-raised salmon is the province's largest agricultural and the largest private employer on the North Island. For "insert community" salmon farming is an important activity with businesses operating in your community, and throughout the North Island, reliant on the industry's ongoing success.

We believe our business is sustainable: environmentally, socially and financially. Our farmers work hard every day to make sure that they are raising healthy fish in a way that is safe for the environment they rely on.

If you ever have questions about salmon farming in British Columbia, we encourage you to contact us directly. We are happy to provide you with information and background on any topics of interest regarding our operations.

We also hope you will join us for a tour of a farm in the spring. The BCSFA runs a public tour program from June to September each year, and we'd be happy to arrange a tour for you.

Again, congratulations from all of us.

Jeremy Dunn

A handwritten signature in blue ink, appearing to be "Jeremy Dunn", written over a horizontal line.

Executive Director
BC Salmon Farmers Association

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DEC 12 2014

CITY OF PORT ALBERNI

中华人民共和国驻温哥华总领事馆

The Consulate General of the People's Republic of China in Vancouver

3380 Granville Street, Vancouver, B.C.

Tel: 604-731-6963

Canada V6H 3K3

Fax: 604-736-4343

December 8, 2014

Mike Ruttan, Mayor

4850 Argyle Street

Port Alberni, BC

V9Y 1V8

Dear Mike Ruttan,

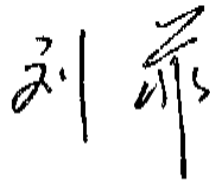
Warmest congratulation to your worship being elected as Mayor.

Canada is among the first western countries to establish diplomatic ties with the People's Republic of China. In this early November, Prime Minister Stephen Harper successfully paid his third official visit to China. The leaders from both countries reached broad consensus on deepening bilateral cooperation and signed cooperation agreements worth as much as 2.5 billion Canadian dollars and announced a Joint List of Outcomes covering a wide range of areas, charting a roadmap for future bilateral cooperation.

I am confident that under your leadership and with your dedication and support, the cooperation and friendship between Port Alberni

and cities in China will be further strengthened. I look forward to working closely with your worship.

Yours sincerely,

A handwritten signature in black ink, consisting of two characters: '刘' (Liu) and '飞' (Fei), written in a cursive style.

H. E. LIU Fei

Consul General (with Rank of Ambassador) of the P.R.C. in
Vancouver

From: Lana GEE [<mailto:Lana.Gee@rcmp-grc.gc.ca>]
Sent: Tuesday, December 16, 2014 2:40 PM
To: Cathy Rothwell
Cc: Mac Richards
Subject: Financial Statement as of November 30, 2014

Dear Ms. Rothwell, City of Port Alberni,

Re: Municipal Policing Agreement (April 1, 2014 to March 31, 2015)

In compliance with article 17.3.a of the Municipal Policing Agreement , please find attached our monthly financial statement which provides a year end forecast of expenditures as of **November 30, 2014**. This statement lists all the direct expenditures as well as RM/CM indirect costs incurred to provide police services to your Municipality from April 1, 2014 to March 31, 2015.

Should you have any questions regarding this material, please contact Autumn Longley, Financial Manager, Municipal Contract Policing at 778-290-4804.

Thank you,
Lana

Lana Gee
Financial Analyst
Corporate Management & Comptrollership Branch,
Finance Section, Mailstop #908
14200 Green Timbers Way
Surrey, BC Canada V3T 6P3

Analyste Financière
Service divisionnaire de la gestion générale et du contrôle
Section des finances
Quartier général de la GRC de la Division E, arrêt postale no 908
14200 Green Timbers Way
Surrey, (C.-B.), Canada, V3T 6P3

Telephone/téléphone: 778-290-2692 Facsimile/télécopieur: 778-290-6118
E-mail/Courriel: lane.gee@rcmp-grc.gc.ca

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PORT ALBERNI

11-Dec-14

Expenditures to 2014/11/30

REPORTING OBJECT	BUDGET CAP	CURRENT MONTH	YEAR TO DATE	YEAR END FORECAST	EST. SURPLUS(+) DEFICIT(-)
STANDARD OBJ. 01 - PERSONNEL					
CEG 10 - PAY - PUBLIC SERVICE EMPLOYEES	0	0	0	0	0
CEG 14 - PAY PUBLIC SERVICE - OTHER	0	0	0	0	0
CEG 20 - TEMP CIVILIAN EMPLOYEES & CASUALS	7,000	853	1,450	7,000	0
CEG 21 - GUARDS & MATRONS	0	0	0	0	0
CEG 22 - INTELLIGENCE MONITORS	0	0	0	0	0
CEG 30 - PAY - MEMBERS:					0
CE 500110 - REGULAR PAY	2,884,976	197,939	1,769,670	2,623,289	261,687
CE 500114 - SERVICE PAY	90,371	6,078	56,459	90,371	0
CE 500121 - PLAINCLOTHES	0	0	0	0	0
CE 500122 - KIT UPKEEP	0	0	0	0	0
CE 500163 - MARKET ADJUSTMENT ALLOWANCE	0	0	0	0	0
CE 500164 - SENIOR CST ALLOWANCE	32,980	2,833	24,219	72,658	-39,678
CE 501198 - BILINGUAL BONUS - Current	0	0	0	0	0
CE 502103 - OPERATIONAL CLOTHING ALLOWANCE	5,700	1,058	3,118	5,700	0
MISC. CE's INCLUDED UNDER CEG 30	3,100	0	1,023	3,100	0
CEG 30 - PAY - MEMBERS - TOTAL	3,017,127	207,908	1,854,489	2,795,117	222,009
CEG 31 - OVERTIME - MEMBERS	165,000	15,647	112,383	175,000	-10,000
CEG 32 - PAY - MEMBERS (POLICY CENTRE) Credit Item	0	-965	53,503	0	0
CEG 33 - PAY - MEMBERS - OTHER					0
CE 500112 - RETROACTIVE PAY	17,394	0	0	0	17,394
CE 500117 - SHIFT DIFFERENTIAL	55,501	11,411	24,371	55,501	0
CE 500119 - PERFORMANCE AWARD	0	0	0	0	0
CE 501127 - RETRO PAY - PRIOR YEAR	21,810	0	0	0	21,810
MISC. CE's incl. under CEG 33	11,339	664	10,450	31,351	-20,012
CEG 33 - PAY - MEMBERS - OTHER - TOTAL	106,043	12,075	34,821	86,852	19,191
CEG 40 - TRANSFER ALLOWANCES - INTRA-RCMP (Credit Item)	0	342	13,342	0	0
CEG 41 - TRANSFER ALLOWANCES - INTER-RCMP (Credit Item)	0	0	0	0	0
CEG 45 - PERSONNEL - OPERATIONAL CONTINGENCY BUD	0	0	0	0	0
TOTAL STANDARD OBJ. 01 - PERSONNEL	3,295,170	235,861	2,069,989	3,063,969	231,200
STANDARD OBJ. 02 – TRANSPORTATION & TELECOMMUNICATION					
CEG 50 - TRAVEL	17,204	1,476	13,950	17,204	0
CEG 51 - TRAVEL ADVANCES	0	0	0	0	0
CEG 52 - TRAINING TRAVEL (DCCEG)	23,753	3,491	15,611	23,753	0
CEG 53 - TRAINING TRAVEL (POST)	2,258	0	1,413	2,258	0
CEG 54 - IPA & FSD TRAVEL	0	0	0	0	0
CEG 55 - CENTRALIZED TRAINING TRAVEL	0	0	0	0	0
CEG's 60-66 - TRANSFER COSTS (Credit Item)	0	19,579	26,079	0	0
CEG 70 - FREIGHT, POSTAGE, ETC.	3,494	0	3,552	5,000	-1,506
CEG 100 - TELECOMMUNICATIONS SERVICES (DCCEG)	0	0	0	0	0
CEG 101 - TELEPHONE SERVICES (POST)	0	0	0	0	0
CEG 140 - COMPUTER COMM SERVICES (SSC)	0	0	0	0	0
TOTAL STANDARD OBJ. 02 – TRANSPORTATION & TELECOM	46,709	24,545	60,605	48,215	-1,506
STANDARD OBJ. 03 - INFORMATION					
CEG 120 - ADVERTISING	0	0	11	11	-11
CEG 130 - PUBLICATION SERVICES	0	0	23	23	-23
TOTAL STANDARD OBJ. 03 - INFORMATION	0	0	34	34	-34
STANDARD OBJ. 04 - PROFESSIONAL & SPEC. SVCS					
CEG 160 - LEGAL SERVICES (Credit Item)	0	0	693	0	0
CEG 170 - CONTRACTED SERVICES (DCCEG)	0	0	0	0	0
CEG 171 - CONTRACTED SERVICES (POST)	0	0	0	0	0
CEG 190 - TRAINING & SEMINARS (DCCEG)	28,612	0	0	28,612	0
CEG 191 - TRAINING & SEMINARS (POST)	0	0	1,421	1,421	-1,421
CEG 192 - OFFICIAL LANGUAGE TRAINING	0	0	0	0	0
CEG 200 - HEALTH SERVICES - MEMBER (Credit Item)	0	0	0	0	0
CEG 201 - HEALTH SERVICES - OTHERS (Credit Item)	0	0	38	0	0
CEG 202 - HEALTH SERVICES - PENSIONERS (Credit Item)	0	0	0	0	0
CEG 210 - PROTECTION SERVICES	0	0	0	0	0
CEG 213 - CORPS OF COMMISSIONAIRES	0	0	0	0	0
CEG 218 - CONTAMINATED SITES	0	0	0	0	0
CEG 219 - PROFESSIONAL SERVICES	27,161	770	14,656	27,161	0
CEG 220 - OTHER SERVICES	4,285	1,224	3,628	4,285	0
CEG 221 - IM/IT SERVICES	22,361	0	0	22,361	0
CEG 223 - RADIO COMMUNICATIONS SYSTEMS	35,248	0	26,250	35,248	0
CEG 228 - CADC SPENDING OF PROCEEDS	0	0	0	0	0
CEG 229 - CADC ALLOCATED (Credit)	0	0	-1,581	-1,581	1,581
CEG 230 - DIV FUND TRANSFER	0	0	0	0	0
CEG 231 - DCM FUND TRANSFER	0	0	0	0	0
CEG 232 - O&M OPERATIONAL CONTINGENCY	0	0	0	0	0
CEG 233 - CORPORATE CONTINGENCY	0	0	0	0	0
TOTAL STANDARD OBJ. 04 - PROFESSIONAL & SPEC. SVCS	117,667	1,994	45,105	117,507	160
STANDARD OBJ. 05 - RENTALS					
CEG 240 - RENTAL-LAND,BLDG & WORKS (DCCEG)	0	0	0	0	0
CEG 241 - RENTAL-LAND,BLDG & WORKS (POST)	1,272	0	529	1,272	0
CEG 250 - RENTAL - COMMUNICATION EQUIP (DCCEG)	0	0	0	0	0
CEG 251 - RENTAL - COMMUNICATION EQUIP (POST) SSC	0	0	0	0	0
CEG 258 - RENTAL - MOTORIZED VEHICLES	895	0	114	895	0
CEG 260 - RENTAL OF CONVEYANCE	0	0	0	0	0
CEG 261 - LEASING OF AIRCRAFT	0	0	0	0	0
CEG 265 - LEASED VEHICLES	0	0	0	0	0
CEG 280 - INFORMATION TECHNOLOGY RENTALS	0	0	0	0	0

PORT ALBERNI

11-Dec-14

Expenditures to 2014/11/30

REPORTING OBJECT	BUDGET CAP	CURRENT MONTH	YEAR TO DATE	YEAR END FORECAST	EST. SURPLUS(+) DEFICIT(-)
CEG 290 - RENTAL - OTHERS	6,317	0	659	6,317	0
TOTAL STANDARD OBJ. 05 - RENTALS	8,483	0	1,302	8,483	0
STANDARD OBJ. 06 - PURCHASED, REPAIR AND MAINTENANCE					
CEG 310 - REPAIR OF BUILDINGS & WORKS (DCCEG)	0	0	0	0	0
CEG 311 - REPAIR OF BUILDINGS & WORKS (POST)	0	0	50	50	-50
CEG 350 - REPAIR SHIPS & BOATS	0	0	0	0	0
CEG 360 - REPAIR OF AIRCRAFT	0	0	0	0	0
CEG 370 - REPAIR OF VEHICLES	28,378	5,770	20,144	28,378	0
CEG 380 - REPAIR OF OFFICE & LAB EQUIPMENT	0	0	206	206	-206
CEG 390 - REPAIR OF MISC. EQUIPMENT	2,236	0	577	2,236	0
CEG 392 - REPAIR OF AFIS EQUIP	0	0	0	0	0
CEG 393 - IT REPAIR AND MAINTENANCE	0	0	0	0	0
TOTAL STANDARD OBJ. 06 - PURCHASED, REPAIR AND MAINT	30,613	5,770	20,978	30,870	-256
STANDARD OBJ. 07 - UTIL, MATERIAL AND SUPPLIES					
CEG 400 - UTILITIES	0	0	0	0	0
CEG 430 - FUEL	80,594	9,237	41,920	80,594	0
CEG 470 - PHOTOGRAPHIC GOODS	700	0	59	700	0
CEG 500 - STATIONERY	11,922	0	5,695	11,922	0
CEG 510 - CLOTHING & KIT	15,183	1,166	15,195	45,586	-30,403
CEG 530 - LABORATORY SUPPLIES	0	0	0	0	0
CEG 540 - SUPPLY & SUNDRY EQUIPMENT	16,578	109	5,018	16,578	0
CEG 541 - ACQUISITION CREDIT CARDS	0	0	0	0	0
CEG 550- HOUSE FURNISHINGS	0	0	0	0	0
CEG 630 - MESS PURCHASES	0	0	0	0	0
CEG 640 - MESS CREDITS	0	0	0	0	0
TOTAL STANDARD OBJ. 07 - UTIL, MATERIAL AND SUPP	124,977	10,512	67,888	155,380	-30,403
STANDARD OBJ. 09 - CONSTR. OR ACQUIS. OF MACHINES & EQUIPMENT<\$10,000 OR ASSETS UNDER CONSTR.					
CEG 440 - TRANSPORT SUPPLIES	0	422	1,107	1,107	-1,107
CEG 441 - VEHICLE CHANGEOVERS	57,500	0	0	57,500	0
CEG 450 - COMNS PARTS & CONSUMABLES	3,869	0	0	3,869	0
CEG 480 - FIREARMS & AMMUNITION	31,976	30	1,730	31,976	0
CEG 770 - RADIO COMMUN. EQUIPMENT- SYSTEM AND USER EQUIP	18,570	0	0	18,570	0
CEG 771 - COMMS. EQUIPMENT	414	0	0	414	0
CEG 810 - LABORATORY EQUIPMENT	0	0	0	0	0
CEG 811 - PROJECT DEVELOPMENT - NON SALARY	0	0	0	0	0
CEG 812 - PROJECT DEVELOPMENT - SALARY	0	0	0	0	0
CEG 820 - PHOTOGRAPHIC EQUIPMENT	0	0	0	0	0
CEG 821 - AFIS EQUIP	1,754	0	0	1,754	0
CEG 822 - IDENT EQUIPMENT	0	0	0	0	0
CEG 830 - FURNITURE AND FIXTURES	0	0	0	0	0
CEG 840 - COMPUTER EQUIPMENT AND SOFTWARE	0	0	0	0	0
CEG 841 - ACQUISITION OF COMPUTER EQUIPMENT	24,327	0	2,077	24,327	0
CEG 842 - ACQUISITION OF SOFTWARE	0	0	546	546	-546
CEG 845 - SPECIALIZED EQUIPMENT (CAPITAL)	0	0	0	0	0
CEG 850 - AUDIO VISUAL AIDS	0	0	0	0	0
CEG 860 - INVESTIGATIONAL EQUIPMENT	0	0	0	0	0
CEG 870 - SHIPS AND BOATS (CAPITAL)	0	0	0	0	0
CEG 871 - MISC.BOATS	0	0	0	0	0
CEG 880 - AIRCRAFT (CAPITAL)	0	0	0	0	0
CEG 890 - VEHICLES (CAPITAL)	160,000	0	98,061	160,000	0
CEG 891 - MISC. VEHICLES	0	0	0	0	0
CEG 900 - OTHER EQUIPMENT	0	0	0	0	0
CEG 910 - OFFICE MACHINES	2,843	0	1,532	2,843	0
CEG 920 - SECURITY EQUIPMENT	2,103	0	147,230	147,230	-145,127
TOTAL STANDARD OBJ. 09 - CONSTR. OR ACQUIS. OF MACHINES & E	303,356	451	252,284	450,136	-146,780
STANDARD OBJ. 12 - OTHER SUBSIDIES & PAYMENTS					
CEG 570 - PRISONER EXPENSES	0	7	7	7	-7
CEG 580 - SECRET EXPENSES	4,770	0	200	200	4,570
CEG 581 - SPECIAL "I" EXPENDITURES	0	0	0	0	0
CEG 590 - MISC. EXPENDITURES	0	0	16	16	-16
CEG 591 - DISCOUNT FOR EARLY PAYMENT	0	0	0	0	0
CEG 592 - PAYMENT IN LIEU OF TAXES	0	0	0	0	0
CEG 600 - FOREIGN SERVICE	0	0	0	0	0
CEG 620 - CLAIMS and COMP.SETTLEMENTS (Credit Item)	0	0	0	0	0
CEG 650 - WRITE-OFF	0	0	0	0	0
TOTAL STANDARD OBJ. 12 - OTHER SUBSIDIES & PAYMENTS	4,770	7	223	223	4,546
SUB-TOTAL DIRECT COSTS (Before Credits & Adjustments)	3,931,745	279,141	2,518,409	3,874,818	56,927
YEAR TO DATE CREDITS					
MEDICAL LEAVE / SUSPENSION > 30 DAYS - CEG 32	-	(965)	53,503	-	-
TRANSFER ALLOWANCES - CEG 40 & 41	-	342	13,342	-	-
TRANSFER COSTS - CEG's 60 - 66	-	19,579	26,079	-	-
100% SHARED SERVICES CANADA - (Various CEGs)	-	-	-	-	-
LEGAL FEES - CEG 160	-	-	693	-	-
HEALTH SERVICES CEG 200 , CEG 201 & CEG 202	-	-	38	-	-
COMP. CLAIMS & EX-GRATIAS - CEG 620	-	-	-	-	-
ICBC REPAIRS TO POLICE VEHICLE CREDITS	-	-	-	-	-
REFUND OF CREDITS UNDER CE 1691	-	-	-	-	-
TOTAL CREDITS	-	18,956	93,656	-	-

PORT ALBERNI

11-Dec-14

Expenditures to 2014/11/30

REPORTING OBJECT	BUDGET CAP	CURRENT MONTH	YEAR TO DATE	YEAR END FORECAST	EST. SURPLUS(+) DEFICIT(-)
	-				
TOTAL DIRECT COST AFTER CREDITS	3,931,745	260,186	2,424,753	3,874,818	56,927
ADJUSTMENTS TO DIRECT COSTS (See 'A' below)	-	-	-	-	-
TOTAL DIRECT COSTS AFTER ADJUSTMENTS:	3,931,745	260,186	2,424,753	3,874,818	56,927
INDIRECT COST (Summary)					
1) RM Pensions	616,515			563,672	52,843
2) RM CPP	82,688			74,897	7,791
3) Employer's Contr. to E.I. for R/M's	36,224			33,961	2,263
4) Division Administration (per cap x avg.# RM's)	839,800			701,072	138,728
5) Recruitment & Training	119,000			107,310	11,690
6) National Programs, Other Indirect Costs & Consolidated Svcs.	81,974			77,688	4,286
7) Police Dog Service Training	-			-	-
8) Amortization of Equipment > \$150,000 @ 10%	-			-	-
9) TCE & IM for Pension, EI & Div Admin	308			298	10
10) Cost of ERC/PCC as a Per Capita of...(PCC incl. under Nat. Programs - e	-				-
TOTAL INDIRECT COSTS	1,776,510			1,558,899	217,611
TOTAL COSTS (Direct + Indirect) @ 100%	5,708,255			5,433,717	274,538
FEDERAL COST 10 %	570,826			543,372	27,454
TOTAL MUNICIPAL POLICING COSTS 90%	5,137,430			4,890,346	247,084

FTE - FULL TIME EQUIVALENTS	ESTABLISHED STRENGTH			CURRENT UTILIZATION	
RM / CM - ESTABLISHED	34.00				
RM / CM - FUNDED	34.00			30.66	3.34
IM's	-			-	-
TCE's	-			-	-
RESERVISTS	0.08			0.08	0.00
PSE's					

INDIRECT COSTS - DETAILS					
REGULAR & CIVILIAN MEMBERS					
1) Pensions (Total Pensionable Earnings)	3,047,530			2,786,317	
Pension Rate	20.23%			20.23%	
Total Cost of RM/CM Pension.....	616,515			563,672	52,843
2) CPP (Pensionable Items) based on a Per Capita Cost of...	2,432			2,442.83	
Total Cost CPP (per Cap times FTE)	82,688			74,897.17	7,791
3) Employer's Contributions to EI based on a Per Capita Cost of...	1,065			1,107.68	
Total Cost of E.I. Contributions (per Capita x FTE)	36,224			33,961	2,263
4) Division Administration based on a Per Capita Cost of...	24,700			22,866	
Total Cost of Div. Administration (Per Capita x FTE)	839,800			701,072	138,728
5) Recruitment & Training					
Per Capita Cost of Recruitment....	3,500			3,500	
Per Capita Cost of Training....(effec.from 2015/2016)...	-				
Total Cost of Recruitment & Trng (Per Capita X FTE Utilization)	119,000			107,310	11,690
6) National Programs, Other Indirect Costs & Consolidated Services	2,411			2,534	
Total Cost of National Programs (See Below)	81,974			77,688	4,286
7) Police Dog Svc. Trng. based on a Per Cap. cost of (eff. F/Yr. 2015/16)...				-	
Total Cost of PDS.Trng (Per cap. X # of PD Teams)	-			-	
8) Amortization of Equipment costing > \$150,000					
10% of Original Acquisition Cost	-				
Interest on Unpaid Equipment Balance					
Interest @ Applicable CRF(*) Lending Rate:	-				
TOTAL INDIRECT COSTS - RM's & CM's	1,776,202			1,558,601	217,601
INDIRECT COSTS - (TCEs, IMs, Reservists)					
a) Cost of TCE/IM Pensions (pensionable items)	0.00			-	
x Pension Rate	12.70%			12.70%	
Total Cost of TCE/IM Pension.....	-			-	-
b) CPP for TCE/IMs/Reservists Per Capita Cost of	2,432			2,443	
Total Cost of TCE/IM/Reservists CPP (Per Capita x FTE)	204			195	8
c) Employer's Contr. to E.I. Per Capita Cost	1,254			1,287	
Total Cost of TCE's/IM's/Reservist's E.I. Contributions (Per Capita x FTE)	105			103	2
d) Division Administration on TCEs & IMs Per Capita Cost	-			-	
e) Cost of Recruitment & Training	-			-	
9) TOTAL INDIRECT COSTS - TCE's, IM's & RESERVISTS	308			298	10

PORT ALBERNI

11-Dec-14

Expenditures to 2014/11/30

REPORTING OBJECT	BUDGET CAP	CURRENT MONTH	YEAR TO DATE	YEAR END FORECAST	EST. SURPLUS(+) DEFICIT(-)
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TOTAL INDIRECT COSTS	1,776,510			1,558,899	217,611
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NATIONAL PROGRAMS, OTHER INDIRECT COSTS & CONSOLIDATED SERVICES					
NATIONAL PROGRAMS					
Cadet & Recruit Training	-			-	-
Police Dog Service Training	-			-	-
OTHER INDIRECT COSTS					-
Public Complaints Committee (PCC)	383.00			508.48	(125.48)
Enhanced Reporting & Accountability	164.67			118.31	46.36
Legal Advisory Services	119.34			163.08	(43.74)
Estimated Severance Payout	1,023.00			1,023.00	-
CONSOLIDATED SERVICES					-
Shared Services Canada	721.00			721.00	-
Accounting Operations	-			-	-
Pay & Compensation	-			-	-
TOTAL PER CAPITA COST	2,411.01			2,533.87	(122.86)

SUMMARY	BUDGET CAP		YEAR END FORECAST	EST. SURPLUS / DEFICIT
PAY	3,295,170		3,063,969	231,200
BENEFITS (RM Pensions, CPP & E.I.)	735,428		672,531	62,897
OPERATING & MAINTENANCE	636,575		810,849	(174,273)
CAPITAL	-		-	-
CREDITS	-		-	-
INDIRECTS	1,041,082		886,368	154,714
Adjustments			-	
TOTAL DIRECT and INDIRECT	5,708,255		5,433,717	274,538
MUNICIPAL COST 90 %	5,137,430		4,890,346	247,084



Coast Mental Health Foundation

293 East 11th Avenue, Vancouver BC V5T 2C4

courage@coastmentalhealth.com T: (604) 675-2328 F: 1.877.602.5255

INFO.



RECEIVED

DEC 29 2014

CITY OF PORT ALBERNI

December 18, 2014

Hon. John Douglas
City of Port Alberni
4850 Argyle St
Port Alberni BC V9Y 1V8

Dear Hon. Douglas,

Who Inspires You? Nominate your everyday hero.

The **Courage To Come Back Awards** celebrates ordinary people who have demonstrated extra-ordinary courage in their recovery from illness, injury, or adversity. They are people in our lives that inspire us with their courage, strength and drive to give back to their community. The **Courage To Come Back** premise is simple because the spirit of courage, determination, perseverance and hope play a vital role in healing and recovery.

There are six award categories:

Addiction	Medical	Mental Health
Physical Rehabilitation	Social Adversity	Youth (under 22 years of age as of December 31, 2014)

The recipients' stories are told in The Province newspaper, by News1130 radio and in a televised interview on Global BC's News. Then, on Thursday, May 7, 2015, they will be honoured at the Courage To Come Back Awards gala before friends, families and more than 1,000 special guests. It will be an unforgettable night honouring the winners and those who support them.

The deadline for nominations is February 13, 2015. You may submit your nomination online! Please visit couragetocomeback.ca for additional information and see theprovince.com/courage to read past recipient stories. Additional nomination forms are available at any Scotiabank branch in BC.

Pay It Forward! Please display the enclosed Nominations Poster and Brochure. (in "Reading File")

Should you have any questions regarding **The Courage To Come Back Awards**, please do not hesitate to contact our office at 1-877-60COAST (1-877-602-6278).

Thank you for supporting The Courage To Come Back Awards.

Sincerely,

Lorne Segal, Chair
Courage To Come Back Awards

Shirley Broadfoot, Chair
Coast Mental Health Foundation

TERED



CITY OF PORT ALBERNI

CLERK'S DEPARTMENT REPORT TO COUNCIL

TO: Ken Watson, City Manager
FROM: Davina Hartwell, City Clerk
COPIES TO: Mayor and Council
DATE: December 8, 2014

I concur, forward to next
Regular Council Meeting
for Consideration:


Ken Watson, City Manager

SUBJECT: Alberni Valley Community Forest Corporation

As the sole shareholder of the Alberni Valley Community Forest Corporation, Council for the City of Port Alberni is requested to endorse the attached resolution which includes:

- Requirement to hold Annual General Meeting (May 29, 2014)
- Acceptance of the financial statements dated December 31, 2013
- Appointment of Directors to hold office until the next Annual General Meeting or until successors are elected or appointed (Directors are: Gary Swann, Ed Proteau, Warren Lauder, Stan Kujala, Chris Duncan, Jim Sears and Dwayne Hearn)
- Endorsement of the appointment of Duncan Sabine Collyer Partners as auditor of the Company for the current fiscal year

Recommendation

That Council for the City of Port Alberni endorse the Alberni Valley Community Forest Corporation Resolutions of Shareholder in Writing as presented.

Respectfully submitted



Davina Hartwell
City Clerk

J:\Clerks\Memos\ID G H\2014\Council-AVCFC Resolution of Shareholders 2014.doc

ENTERED ✓

ALBERNI VALLEY COMMUNITY FOREST CORPORATION
(the "Company")

RESOLUTIONS OF SHAREHOLDER IN WRITING

WHEREAS the City of Port Alberni is the sole shareholder of Alberni Valley Community Forest Corporation;

PURSUANT to the Articles of the Company, the following resolutions are passed as resolutions of the sole shareholder of the Company, duly consented to in writing by all of the directors of the sole shareholder of the Company.

RESOLVED that the requirement of holding the Annual General Meeting of Shareholders of the Company for the year of 2014, was held the **29th day of May, 2014**.

FINANCIAL STATEMENTS

RESOLVED that the presentation of a report of the Directors to the Shareholders on the affairs of the Company and financial statements dated December 31, 2013 be accepted, and that all acts and proceedings of the Directors since the date of recognition be confirmed and approved.

APPOINTMENT OF DIRECTORS

RESOLVED that the following persons be and are hereby appointed directors of the Company, so that the Board of Directors is therefore composed of the following seven persons, to hold office until the next Annual General Meeting or until their successors are elected or appointed.

Gary Swann
Ed Proteau
Warren Lauder
Stan Kujala

Chris Duncan
Jim Sears
Dwayne Hearn

AUDITOR

RESOLVED that the appointment of Duncan Sabine Collyer Partners LLP as auditor of the Company for the current fiscal year of the Company be endorsed.

Signed by the council members of the City of Port Alberni on the ____ day of _____, 20__.

Mayor: Mike Ruttan

City Clerk: Davina Hartwell

ALBERNI VALLEY COMMUNITY FOREST CORPORATION
(the "Company")

DIRECTORS' RESOLUTIONS

Pursuant to the articles of the Company, the following resolutions are passed as resolutions of the directors of the Company, duly consented to in writing by all the directors of the Company.

RESOLVED THAT:

1. the following persons be and are hereby appointed officers of the Company to hold the offices set opposite their names until their successors are appointed, at the pleasure of the Board of Directors:

Jim Sears	- President; and
_____	- Secretary

2. the financial statements of the Company for the last completed financial year ended December 31, 2013 be approved and that any two directors of the Company be authorized to sign the balance sheet included in the financial statements as evidence of such approval.

DATED this ____ day of _____, 20__.

Gary Swann

Chris Duncan

Ed Proteau

Jim Sears

Warren Lauder

Dwayne Hearn

Stan Kujala



FIRE DEPARTMENT REPORT

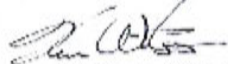
TO: Ken Watson, City Manager

FROM: Timothy Pley, Fire Chief

DATE: January 6, 2015

ATTACHMENTS: *Franklin River Road Service Area Map*

I concur, forward to next
Regular Council Meeting
for Consideration:


Ken Watson, City Manager

SUBJECT: Franklin River Road Fire Protection – Renewal of Agreement

ISSUE:

The service agreement between the City of Port Alberni and Alberni Clayoquot Regional District for provision of fire protection services by the City within the Franklin River Road Service Area has reached the end of its five year term (2009 - 2014). A new, revised agreement is presented for Council's consideration.

BACKGROUND:

The City of Port Alberni provides limited fire protection services in the Franklin River Road Service Area, an area outside of the City and within the Alberni Clayoquot Regional District. Fire protection services and associated fees are set out in a service agreement between the City and the ACRD. This agreement is one of five such service agreements that the City is party to for provision of fire protection services outside of the City.

In December 2014 the existing service agreement reached the end of its five year term. On December 8th 2014 Council approved an ACRD request for temporary extension of the existing service agreement in order that provision of fire protection services could continue whilst the ACRD consulted with affected property owners regarding a renewed service agreement. That consultation process has now been completed.

A renewed service agreement document is attached for Council's consideration. Changes within the renewed service agreement document include;

- Removal of reference to the City providing fire protection water supply via a Water Tender (tanker truck).
- Removal of 100% surcharge (in existing agreement) for City provision of Water Tender service.
- Addition of provision for City discretion in choice of apparatus used for emergency response. The choice of apparatus used may differ from that used inside the City.

ENTERED

Franklin River Road Fire Protection – Renewal of Agreement

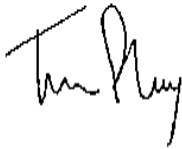
In 2014 the City charged the ACRD \$7,432.34 for fire protection services in the Franklin River Road Service Area. In 2015, the provisions set out in the revised service agreement would result in the City charging the ACRD an estimated \$5,700.00.

During the five year term of the existing service agreement the fire department responded into the Franklin River Road Service Area three times. Two of those responses were for Medical First Responder incidents.

RECOMMENDATION:

The following motion is recommended;

That the report from the Fire Chief dated January 6, 2015 be received, and Council for the City of Port Alberni authorize the Mayor and Clerk to enter into the agreement with the Alberni Clayoquot Regional District for provision of structural fire protection and medical first responder services to Franklin River Road Service Area for a five year term commencing January 1, 2015.



Timothy Pley
Fire Chief

FIRE PROTECTION AGREEMENT

THIS AGREEMENT made as of the 1st day of January, 2015.

BETWEEN:

CITY OF PORT ALBERNI
4850 Argyle Street
Port Alberni, British Columbia, V9Y 1V8
(the "City")

OF THE FIRST PART

AND:

REGIONAL DISTRICT OF ALBERNI CLAYOQUOT
3008 Fifth Avenue
Port Alberni, British Columbia, V9Y 2E3
(the "ACRD")

OF THE SECOND PART

WHEREAS:

- A. The ACRD has requested the City to provide structural fire protection, and medical first responder services to the Franklin River Road Service Area, within the ACRD in accordance with City and ACRD Bylaws;
- B. The City operates a Fire Department and is prepared to offer structural fire protection and medical first responder services, subject to the terms and conditions contained in this Agreement;
- C. The Council of the City has approved this Agreement;
- D. The Board of the ACRD has approved this Agreement

NOW THEREFORE in consideration of the covenants herein contained and for other valuable consideration the receipt and sufficiency of which is hereby acknowledged, the City and the ACRD, do hereby covenant and agree each with the other as follows:

1.0 DEFINITIONS

- 1.1 For the purposes of this Agreement, the following definitions shall apply:

"Fire Chief" means the person who is the head of the Fire Department of the City or that person's lawfully appointed designate.

"Unit" means any structure meant to be used as a dwelling, for commercial purposes, for public gatherings, or for other uses.

"Residential Development" means residential use of a Dwelling Unit to accommodate the home life of one or more individuals.

"Senior Officer" means the highest-ranking Officer after the Fire Chief, or the most senior firefighter to arrive on the scene.

"Structural Firefighting" means efforts to control and extinguish fires involving or threatening improvements, buildings and/or infrastructure.

"Medical First Responder" means the use of fire department resources to respond to medical emergencies in support of British Columbia Ambulance Service, as set out in agreement between the City and the Emergency Health Services Commission of the Province of British Columbia.

2.0 WATER SUPPLY

- 2.1 It is acknowledged that Franklin River Road Service Area does not possess a central water system adequate to meet fire protection standards.

The City is in no way obligated to provide firefighting water supply in the Franklin River Road Service Area other than water carried by the City's responding fire engine.

- 2.2 The City, its elected and appointed officials, officers and employees shall not be responsible for any loss occurring as a result of the inability to fight any fire within Franklin River Road Service Area due to insufficient supply of water or any other reason.

3.0 PERMISSION TO ENTER ON PROPERTIES

- 3.1 The City's Fire Chief, or other Senior Officer of the City's Fire Department may, at all reasonable times, enter upon private properties within Franklin River Road Service Area for the purposes of (a) inspecting the buildings located upon those properties to determine if there are possible threats to the safety of firefighters who may be called upon to extinguish fires within such buildings, (b) developing operational plans for suppressing fires on those properties and (c) determining what steps property owners and/or the ACRD could take to remove such potential dangers.

- 3.2 If the Fire Chief or other Senior Officer of the City's Fire Department is denied access to properties as outlined in Section 3.1, the level of fire protection to those properties may be affected. The City, its elected and appointed officials, officers and employees shall not be responsible for any loss occurring as a result of the inability to access properties as outlined in Section 3.1.

- 3.3 The permission to enter upon properties within Franklin River Road Service Area for the purposes of inspections, performing Unit counts and any other purpose related to the delivery of fire protection services shall, as a result of the execution of this Agreement by the ACRD and the City, be considered to be in writing and shall continue without reservation or restriction during the term of this Agreement and shall be considered as a licence only and not as the granting or the conveyance or conferring on the City of any right, estate or interest in title to any portion of the ACRD and shall terminate upon the termination of this Agreement.

4.0 EXTENT OF SERVICE

- 4.1 The City agrees to provide structural fire protection and medical first responder services to Franklin River Road Service Area including all development existing within Franklin River Road Service Area as of the date of this Agreement.

- 4.2 It is a condition of the City's provision of fire protection services under this Agreement that any newly constructed building to be provided with those services shall be constructed in accordance with federal, provincial and local government enactments and codes applicable, to (a) the construction of buildings and structures, (b) the provision of plumbing and water services in those buildings and (c) fire safety, prevention of spread of fire and other firefighting and life safety provisions.

Inspection services will be provided by the ACRD for any "Unit" to the same level as accepted within the City. The City may request the ACRD to provide the City with a copy of the Occupancy Permit or any other relevant information for any building or structure within Franklin River Road Service Area at any time in order to ascertain whether it is safe to enter the building or structure in the event of a fire.

- 4.3 The ACRD shall, on or before the 30th day of April in each and every year, file with the City a statement setting forth the number of Units and associated assessed values within Franklin River Road Service Area, and such number may be confirmed by the City by way of an independent count. If the ACRD does not report a Unit count, as required under this Agreement, the City's count will be used in that year.

- 4.4 The City must be notified in advance of construction by the ACRD of any additional Units proposed to be constructed within Franklin River Road Service Area for which the ACRD desires services to be provided under this Agreement and the City must be reimbursed by the ACRD for the additional Units in accordance with Section 7 of this Agreement.

The City must be consulted at the planning stage of any proposed construction (other than single family dwellings), development, zoning change or subdivision of property.

- 4.5 This Agreement shall not be interpreted to create any greater standard of care or liability on the part of the City in respect of the supply of fire services within Franklin River Road Service Area than that which applies to the supply of such services to inhabitants of the City. Nothing in this Agreement shall require the City to provide a fire service under this Agreement higher than the level of fire service provided to inhabitants of the City.

- 4.6 The parties to this Agreement acknowledge that the greater distance between Franklin River Road Service Area and the City's Fire Hall will result in longer response times for fire and medical first responder responses to Franklin River Road Service Area than for buildings within the City. Accordingly, a reduced level of service in respect of response time will be provided to the Franklin River Road Service Area, despite anything contained in Section 4.2 and other sections of this Agreement.

The parties to the Agreement further acknowledge that the absence of a firefighting water supply will result in a reduced level of service in the Franklin River Road Service Area.

- 4.7 Despite Section 5.4 of this Agreement, the City cannot ensure the same level of service to Franklin River Road Service Area unless the ACRD enacts and enforces standards for open air burning and land clearing similar to those enacted by the City for its own inhabitants.

5.0 NATURE OF SERVICE

- 5.1 The City shall provide the firefighting service on a twenty-four hour on call basis from a fire hall located within the City boundaries, utilizing the manpower and equipment available from such fire hall, at the time of notification of a fire.
- 5.2 Any firefighting services provided under this Agreement shall be under the exclusive control of the senior fire personnel of the City present at such fire, and no member of the ACRD shall interfere with the conduct of the firefighting but shall assist if requested to do so by the City's senior officer at the scene of a fire in the Franklin River Road Service Area.
- 5.3 The City may, at the discretion of the Fire Chief or Senior Officer, dispatch fire department apparatus different from that dispatched to fire emergencies in the City if, in the opinion of the Fire Chief or Senior Officer, such apparatus is better suited to the incident in the Franklin River Road Service Area.
- 5.4 Firefighting services provided under this agreement include Structural Firefighting only. The City will not respond to uncontrolled fires involving brush, grass, forests, vehicles, farm or other equipment unless in the opinion of the Fire Department Officer in Charge, those fires pose a threat to structures within the Franklin River Road Service Area or the City of Port Alberni.
- 5.5 Resource allocation for Medical First Responder Service in the Franklin River Road Service Area will be similar to that provided within the City. The City may, at the discretion of the Fire Chief or Senior Officer, dispatch fire department apparatus different from that dispatched to medical emergencies in the City if, in the opinion of the Fire Chief or Senior Officer, such apparatus will provide for equal or better service for Franklin River Road Service Area.

6.0 INDEMNITY

- 6.1 The ACRD shall indemnify and save harmless the City, its elected and appointed officials, officers, and employees from any and all actions, causes of action, suits or other liability whatsoever which may arise as a consequence of the City entering into or carrying out the provisions of this Agreement.

7.0 FEES

- 7.1 The annual fee for structural fire protection services provided by the City to the ACRD under this Agreement shall be calculated in accordance with Schedule "A" of this Agreement.
- 7.2 The ACRD covenants and agrees with the City that the annual amounts payable by the said ACRD hereunder shall be paid to the City within 30 days of the date of billing.

7.3 A 10% penalty shall be added to all amounts remaining unpaid on July 31st and a further 10% to the unpaid balance on October 1st. Amounts remaining unpaid on March 1st of the following year shall be subject to interest at the rate of prime plus one percent as set by the City's bankers until the balance is paid in full.

7.5 If the ACRD fails to make a payment required under this Agreement to the City on the date that the same is due, the City may, at its option, and upon two months' written notice, discontinue the services provided under this Agreement until payment has been made in full, together with interest on the balance owing at the rate of prime plus one percent per annum as set by the City's bankers.

8.0 COST OF ADDITIONAL AID

8.1 The ACRD agrees to assume the full cost of any additional firefighting manpower or equipment that may be required to be called in from another jurisdiction outside the City to assist with the suppression of a fire within Franklin River Road Service Area.

9.0 RIGHTS RESERVED

9.1 Nothing contained or implied herein shall prejudice or affect the rights and powers of the City in the exercise of its functions under any public or private statutes, bylaws, orders or regulations, all of which may be fully and effectively exercised in relation to the Fire Department of the City and any other function of the City as if this Agreement had not been executed and delivered by the ACRD.

10.0 TERM OF AGREEMENT

10.1 This Agreement shall be in effect from January 1, 2015 for a five year term ending December 31, 2019 or until earlier terminated as provided for in this Agreement.

11.0 ASSIGNMENT

11.1 This Agreement shall not be assigned by any of the parties hereto except with the prior written consent of the others, which consent shall not be unreasonably withheld.

12.0 TIME

12.1 Time shall be of the essence of this Agreement.

13.0 INTERPRETATION

13.1 No provision of this Agreement shall be construed to create a partnership or joint venture relationship, an employer-employee relationship a landlord-tenant, or a principal-agent relationship.

14.0 HEADINGS

14.1 The headings in this Agreement are inserted for convenience and reference only and in no way define, limit or enlarge the scope or meaning of this Agreement or any provision of it.

15.0 WAIVER

- 15.1 The waiver by a party of any failure on the part of the other party to perform in accordance with any of the terms or conditions of this Agreement is not to be construed as a waiver of any future or continuing failure, whether similar or dissimilar.

16.0 LANGUAGE

- 16.1 Wherever the singular, masculine and neuter are used throughout this Agreement, the same is to be construed as meaning the plural or the feminine or the body corporate or politic as the context so requires.

17.0 BINDING EFFECT

- 17.1 This Agreement will ensure to the benefit of and be binding upon the parties hereto and their respective successors and permitted assignees.

18.0 TERMINATION BY THE CITY

- 18.1 The City may terminate this Agreement at any time upon giving ninety (90) days' notice in writing to the ACRD.

19.0 TERMINATION BY THE ACRD

- 19.1 The ACRD may terminate this Agreement at any time upon giving ninety (90) days' notice in writing to the City but the City shall not be required to refund any prepaid money paid to the City under this Agreement.

20.0 NOTICE

- 20.1 It is hereby mutually agreed that:

any notice required to be given under this Agreement will be deemed to be sufficiently given:

- (i) if delivered, at the time of delivery; and
- (ii) if mailed from any government post office in the Province of British Columbia by prepaid registered mail addressed as follows:

if to the City:

4850 Argyle Street
Port Alberni BC V9Y 1V8

if to the ACRD:

3008 Fifth Avenue
Port Alberni, British Columbia, V9Y 2E3

Unless otherwise specified herein, any notice required to be given under this Agreement

by any party will be deemed to have been given if mailed by prepaid registered mail, or sent by facsimile transmission, or delivered to the address of the other party set forth on the first page of this Agreement or at such other address as the other party may from time to time direct in writing, and any such notice will be deemed to have been received if mailed or faxed, 72 hours after the time of mailing or faxing and, if delivered, upon the date of delivery. If normal mail service or facsimile service is interrupted by strike, slow down, force majeure or other cause, then a notice sent by the impaired means of communication will not be deemed to be received until actually received, and the party sending the notice must utilize any other such services which have not been so interrupted or must deliver such notice in order to ensure prompt receipt thereof.

21.0 DISPUTE RESOLUTION

- 21.1 If a dispute relating to this Agreement should arise, and the Parties cannot settle the dispute through negotiation, then the Parties must attempt in good faith to resolve the dispute through mediation. If mediation is unsuccessful, the parties may submit the dispute to binding arbitration pursuant to the *Commercial Arbitration Act* (British Columbia).
- 21.2 If any dispute is referred to mediation or to an arbitrator appointed under the *Commercial Arbitration Act*, the costs of the mediation or arbitration shall be borne equally by the parties involved in the dispute. The parties agree that in the event of arbitration, a single arbitrator shall be appointed in lieu of a panel.

22.0 ENTIRE AGREEMENT

- 22.1 The whole agreement between the parties is set forth in this document and no representations, warranties or conditions, express or implied, have been made other than those expressed.
- 22.2 This Agreement may be amended from time to time upon terms and conditions mutually acceptable to the ACRD and the City only if the amendments are in writing and executed by the parties hereto.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as follows:

CITY OF PORT ALBERNI by its authorized)
signatories)
)

_____)
Davina Hartwell, City Clerk)
)

_____)
Mike Ruttan, Mayor)
)

REGIONAL DISTRICT OF ALBERNI)
CLAYOQUOT by its authorized signatories)
)

_____)
Russell Dyson, Chief Administrative Officer)
)

_____)
Josie Osborne, Board Chair)
)

**SCHEDULE "A" TO AGREEMENT BETWEEN CITY OF PORT ALBERNI AND ALBERNI
CLAYOQUOT REGIONAL DISTRICT**

FEES

**Fire Protection Service Cost Formula
Franklin River Road Fire Protection Service Area**

Fees charged by the City of Port Alberni via the ACRD for structural fire protection and medical first responder services in the Franklin River Road Service Area will be set by determining the cost of fire protection service (per \$1,000 assessed value) in the City, adding an 11% administration fee, and assigning the resultant costs to property owners in the Service Area based on assessed values and property classifications of structures.

The ACRD may assign an administration fee to property owners in the Service Area.

The calculation of charges is set out below:

(a) Calculation of Total Annual Estimated Fire Protection Costs (City)

- (1) Operational Budget of City of Port Alberni Fire Department
plus (+)
- (2) Depreciation of Fire Department Fixed Assets
plus (+)

- (4) 11 % Administration Overhead
equals (=)
Total Estimated Annual Fire Protection Costs

(b) Calculation of Rate per \$1,000 of Net Actual Value of Improvements Applied to Each Property Class (City)

- (1) Total Estimated Annual Fire Protection Costs calculated from (a) above
divided by (÷)
- (2) Total of Net Actual Values for General Purposes for each Property Class in the City, which is arrived at by multiplying each said value by the applicable Property Class multiple as established for General Purposes of the City.
equals (=)
- (3) Base Rate per \$1,000 of Net Actual Value
multiplied by (x)
- (4) The Applicable Property Class Multiple (for applicable Residential; Business and Other; Industrial, etc. Property classes) as established for General Purposes of the City.
equals (=)
Rate per \$1,000 of Net Actual Value for Each Property Class.

(c) Annual Charge for Residences in Service Area

- (1) Assessed Value of Residential Improvements (as determined by BC Assessment Authority)
multiplied by (x)
 - (2) Rate per \$1,000 of Net Actual Value for Residential Property Class (as calculated in (b) above)
equals (=)
- Annual Charge for Each Residence in Service Area

(d) Annual Charge for Other Buildings in Service Area

- (1) Assessed Value of "Other Buildings" Improvements (as determined by BC Assessment Authority)
multiplied by (x)
 - (2) Rate per \$1,000 of Net Actual Value for Applicable Property Class (as calculated in (b) above)
equals (=)
- Annual Charge for Other Buildings in Service Area

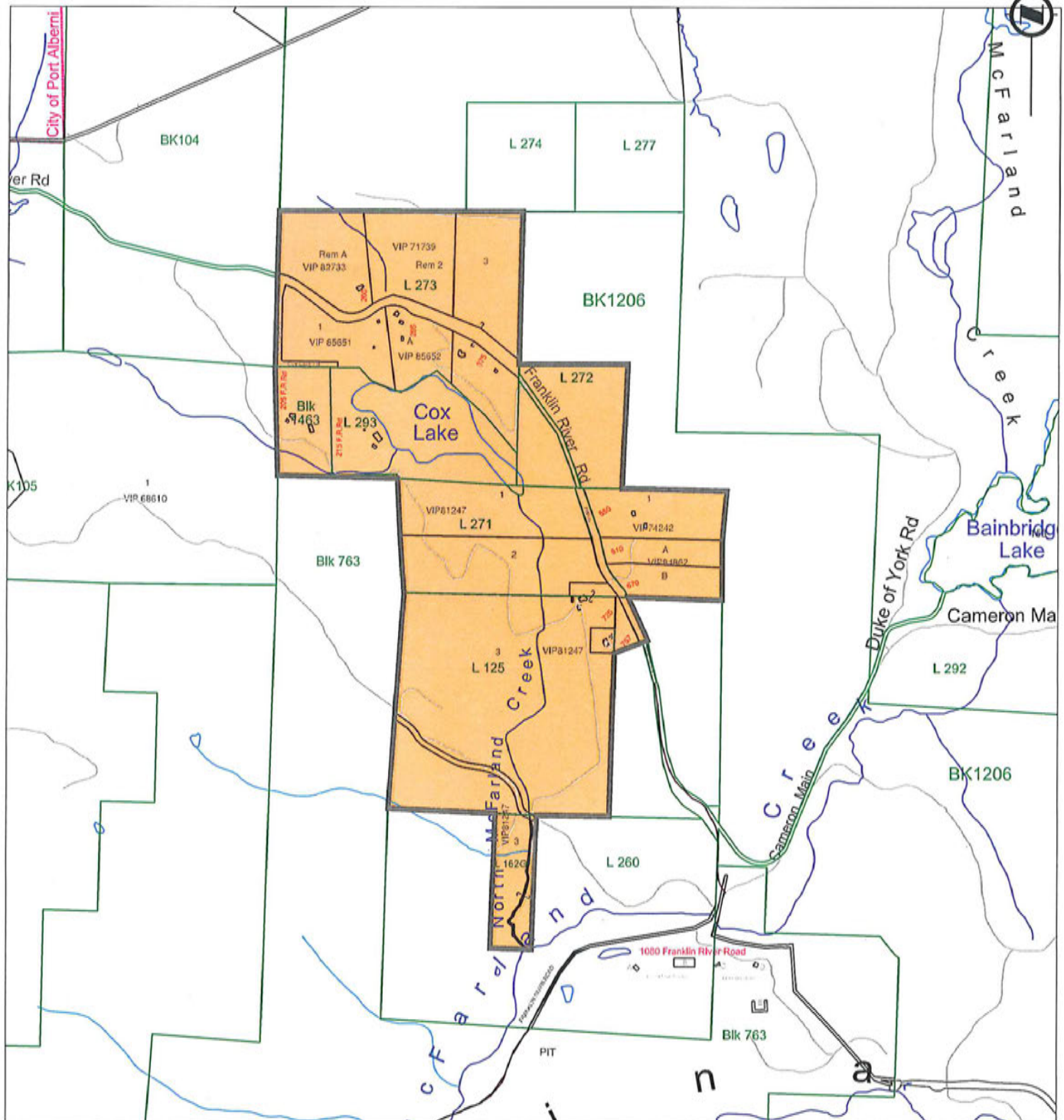
As Per ACRD Bylaw No. E1053 – Franklin River Road Fire Protection Service Area Establishment:

The maximum annual amount that may be requisitioned for the cost of the service is the greater of:

- a. \$3,000.00; or
- b. \$2.22 per \$1,000.00 applied to the net taxable value of improvements in the participating area.

Schedule 'A'

This schedule is attached to and forms part of Bylaw E1053



Franklin River Road Fire Protection



ALBERNI-CLAYOQUOT
REGIONAL DISTRICT

Local Service Area





CITY OF PORT ALBERNI

REPORT TO COUNCIL

TO: City Council

FROM: Mayor Mike Ruttan

COPIES TO: Ken Watson, City Manager

DATE: December 12, 2014

SUBJECT: Appointment of Select Committee Regarding Input on Raven Underground Coal Environmental Review Process

ISSUE:

Appointment of the members of the Raven Underground Coal Environmental Application Review Committee.

BACKGROUND:

At the December 8th, 2014 Regular Meeting Council directed the establishment of a select committee to provide recommendations to Council with respect to the City's response to the B.C. Environmental Assessment Office concerning the Raven Underground Coal Project Application.

The Raven Underground Coal Environmental Application Review Committee is set to undertake a wide scope of review including the areas of fish and fisheries habitat biology, marine ecology, air quality, human health, and socio-economic analysis. To accomplish this, individuals with the technical expertise have been identified for Council's endorsement as follows:

Otto Langer, fisheries habitat biologist, over 30 years with Department of Fisheries and Oceans (DFO), wrote many of the habitat regulations of the Fisheries Act; has done research on effects of coal dust on fish (salmon)

Dr. Art Martell, PhD Zoology, former director Canadian Wildlife Service BC-Yukon region; former director-general of Environment Canada BC-Yukon region; expert in birds and the IBA (Important Bird Areas) system; experienced in environmental assessment processes.

Mike Lewis, socio-economic impacts for Port Alberni, Canadian Centre for Community Renewal; community economic development and community resilience.

In addition to these three individuals, it is recommended that local residents Jane Armstrong and Maggie Paquet also be appointed to the committee as representatives of the community-at-large.

ENTERED

RECOMMENDATION(S):

The following resolution is proposed:

That the report from Mayor Mike Ruttan dated December 12, 2014, be received and Council for the City of Port Alberni appoint Jane Armstrong, Maggie Paquet, Mike Lewis, Dr. Art Martell and Otto Langer to the Raven Underground Coal Environmental Application Review Select Committee.

J:\Clerks\Confidential\Administration\Mayor\Memos\Raven Coal Application Review Committee_Dec2014.doc

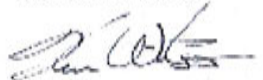


CITY OF PORT ALBERNI

CLERK'S DEPARTMENT REPORT TO COUNCIL

TO: Ken Watson, City Manager
FROM: Davina Hartwell, City Clerk
COPIES TO: Mayor and Council
Cathy Rothwell, Director of Finance
DATE: December 11, 2014

Forward to next Regular
Council Meeting
for Information:


Ken Watson, City Manager

SUBJECT: University Property Tax Payments

Issue:

Council request for background regarding University Property Tax payments, specifically in relation to the property owned by the University of Victoria on Mallory Drive in Port Alberni.

Background:

The issue regarding amounts paid as general municipal taxes by post-secondary institutions has been an ongoing concern of Council and has been raised in the past through resolutions provided by the City of Port Alberni to the Association of Vancouver Island and Coastal Communities (AVICC) in 2008 and 2011.

A report to Council dated February 3, 2011 is attached along with the resolution that was submitted and subsequently endorsed by the AVICC. The UBCM also considered the resolution in 2011 and urged the Province to address the issue of university grants-in-lieu of taxes by amending the *University Act* to specify that a university must pay to a municipality a grant equal to general municipal taxes. The Minister of Finance agreed to consider the resolution during preparation of the 2012 Budget, however no action appears to have been taken.

The current assessed value of land and improvements is \$877,000 and the 2014 grant payable to the City is \$216.

Recommendation:

That the report from the City Clerk providing background information regarding University Property Tax Payments, be received.

Respectfully submitted,



J:\Clerks\Memos\DG H\2015\Council_UVic property tax payments.doc

ENTERED




CITY OF PORT ALBERNI

CLERK'S DEPARTMENT REPORT TO COUNCIL

TO: Ken Watson, City Manager
FROM: Davina Sparrow, City Clerk
COPIES TO: Mayor and Council
Cathy Rothwell, Director of Finance
DATE: February 3, 2011

I concur, forward to next
Regular Council Meeting
for Consideration:


Ken Watson, City Manager

SUBJECT: AVICC Resolution - University Property Taxes.
University of Victoria, 2180 Mallory Drive, Port Alberni, BC
Folio: 001-2810-00; Lot A, District Lot 1, Alberni District, Plan 41033 Except
Plan VIP77162

Issue

At a regular meeting on December 16, 2010, Council for the City of Port Alberni directed that a resolution be submitted to the AVICC with respect to loss of tax revenues experienced by municipalities due to the low amounts calculated under the *University Act*, section 27(2)(w)(ii).

Background

Council for the City of Port Alberni previously submitted a resolution on this issue to the AVICC in 2008. UBCM resolution 2008-B104 was endorsed (attached) and the Province of British Columbia was subsequently requested by the UBCM to amend the *University Act* to apply a more equitable method of municipal taxation. The Ministry of Finance responded they would consider the resolution during the preparation of the 2009 Provincial Budget, in the context of benefits (economic, social and other) that accrue to communities in which universities are located and the incremental costs to communities of servicing these facilities.

No further action appears to have been taken by the Province on the matter and municipalities such as ours are continuing to suffer the consequences.

Discussion

A new resolution for submission to the AVICC in 2011 is attached. This resolution requests the AVICC and the UBCM to urge the Province to address the issue of university grants-in-lieu of taxes by amending section 27(2)(w) of the *University Act* to specify that a university must pay to a municipality a grant equal to general municipal taxes.

In the case of Port Alberni it is important to note that the University of Victoria owns land that has little, if any social or economic benefit to the community. The property described above is not a university campus and supports no staff, faculty or students. The University, however, benefits from a considerable municipal tax break each year as identified in the attached analysis.

ENTERED

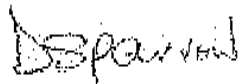
11.8

The Analysis shows that the assessed value of the land and buildings has increased from \$581,000 in 2005 to \$835,000 in 2010. The grant amounts paid to the City of Port Alberni as calculated under the *University Act*, section 27(2)(w)(ii) has averaged \$234.00 per year over the past 5 years. The amount of municipal taxes forgone has averaged \$13,600 per year over the same period. The owners of the property prior to 2005 (Teleglobe Canada ULC) paid full taxes to the City.

Recommendation:

That Council for the City of Port Alberni endorse the attached resolution and background materials for submission to the AVICC in 2011.

Respectfully submitted



Davina Sparrow
City Clerk

J:\04\2011\042011Council\AVICC Resolution re University Taxes.doc

UNIVERSITY PROPERTY TAX PAYMENTS

City of Port Alberni

WHEREAS section 27(2)(w) of the *University Act* grants the Board of Governors of a university the following powers:

- (w) to pay to a municipality incorporated under an Act a grant in a year not exceeding the lesser of
 - (i) the amount that would be payable as general municipal taxes in the year on property of the university within the municipality if the property were not exempt from these taxes, and
 - (ii) the amount specified by the minister or calculated in the manner specified by the minister;

AND WHEREAS municipalities have identified considerable loss of tax revenue due to the low amounts calculated under *University Act* section 27(2)(w)(ii), but local governments have noted no provincial action in response to UBCM resolution 2008-B104, which requested the Province to amend the *University Act* by replacing section 27(2)(w) with the following:

To pay to a municipality incorporated by or under an act a grant in a year equal to general municipal taxes in the year on property of the university within the municipality if the property were not exempt from these taxes;

THEREFORE BE IT RESOLVED that AVICC and the UBCM urge the Province to address the issue of university grants-in-lieu of taxes by amending section 27(2)(w) of the *University Act* to specify that a university must pay to a municipality a grant equal to general municipal taxes.

CITY OF PORT ALBERNI

Analysis of Property Taxes Forgone - University of Victoria Property

2112 Military Drive (Formerly Telegraph Building)

Folio 0001-2010-00, Level (LTD, DL 1, ALD, PL 1010)

Year	Owner	Land	Building	Exemption	Total Net Assessed Value	Class	Total Tax Rate Per 1000	Municipal Portion Tax Rate Per 1000	Taxes Paid Before other Levies	Area	Garbage Billed as Taxes	Total Taxes Paid	Grant Paid by UVIC	Total Taxes Forgone (Includes Areas)	Municipal Portion (Includes Areas)
2002	Telegraph Canada ULC	\$ 407,000.00	\$ 718,000.00	\$ -	\$ 1,125,000.00	2	\$ 91.4518	\$ 71.5445	\$ 103,445.78	\$ 40,8300	\$ 95.00	\$ 103,481.51	\$ -	\$ -	\$ -
2003	Telegraph Canada ULC	\$ 407,000.00	\$ 698,000.00	\$ -	\$ 1,105,000.00	2	\$ 95.4017	\$ 72.2763	\$ 103,268.35	\$ 40,4500	\$ 95.00	\$ 103,344.33	\$ -	\$ -	\$ -
2004	Telegraph Canada ULC	\$ 407,000.00	\$ 315,000.00	\$ -	\$ 722,000.00	2	\$ 92.1520	\$ 71.2501	\$ 66,349.44	\$ 43,6500	\$ -	\$ 66,253.12	\$ -	\$ -	\$ -
2005	University of Victoria	\$ 124,000.00	\$ 437,000.00	\$ (561,000.00)	\$ -	6	\$ 48.5724	\$ 27.3257	\$ -	\$ 42,0816	\$ -	\$ -	\$ 266.00	\$ 22,021.27	\$ 14,875.09
2006	University of Victoria	\$ 124,000.00	\$ 437,000.00	\$ (561,000.00)	\$ -	6	\$ 38.5430	\$ 26.5112	\$ -	\$ 41,7091	\$ -	\$ -	\$ 224.00	\$ 21,094.00	\$ 14,416.38
2007	University of Victoria	\$ 124,000.00	\$ 571,000.00	\$ (495,000.00)	\$ -	6	\$ 31.1115	\$ 20.9586	\$ -	\$ 41,3084	\$ -	\$ -	\$ 231.00	\$ 21,121.69	\$ 14,173.95
2008	University of Victoria	\$ 131,000.00	\$ 662,000.00	\$ (795,000.00)	\$ -	6	\$ 25.7841	\$ 16.9867	\$ -	\$ 41,2295	\$ -	\$ -	\$ 224.00	\$ 20,066.18	\$ 13,123.82
2009	University of Victoria	\$ 131,000.00	\$ 662,000.00	\$ (795,000.00)	\$ -	6	\$ 24.1905	\$ 17.2235	\$ -	\$ 40,5725	\$ -	\$ -	\$ 218.00	\$ 20,329.85	\$ 13,286.07
2010	University of Victoria	\$ 163,000.00	\$ 673,000.00	\$ (536,000.00)	\$ -	6	\$ 24.5771	\$ 16.0146	\$ -	\$ 36.9705	\$ -	\$ -	\$ 240.00	\$ 20,087.65	\$ 13,868.55

Total Taxes Paid by The University of Victoria 2005-2010 \$ 4,405.00

Total Tax Collections that have been forgone from 2005-2010 (Net of Taxes Paid) \$ 124,021.50 \$ 81,746.36

2008

Number

B104

Resolution Title

University Property Tax Payments

Sponsor

Port Alberni

Resolution Text

WHEREAS in 1996 the University Act, RSBC 1979, c.419 was amended to add the following paragraph:

(1.1) to pay to a municipality incorporated by or under an Act a grant in a year not exceeding the lesser of

(i) the amount that would be payable as general municipal taxes in the year on the property of the university within the municipality if the property were not exempt from these taxes; and

(ii) the amount specified by the minister or calculated in the manner specified by the minister.

AND WHEREAS British Columbia municipalities are suffering considerable loss of municipal taxation due to amounts levied under section (1.1) above:

THEREFORE BE IT RESOLVED that the Union of British Columbia Municipalities be requested to appeal to the Province of British Columbia to amend the University Act, RSBC 1979, c. 419 to apply a more equitable method of municipal taxation as follows:

To pay to a municipality incorporated by or under an act a grant in a year equal to general municipal taxes in the year on property of the university within the municipality if the property were not exempt from these taxes.

Convention Decision

Endorsed

Provincial Response

Ministry of Finance

The resolution will be reviewed during preparation of the 2009 Provincial Budget in the context of the benefits (economic, social and other) that accrue to communities in which universities are located and the incremental costs to communities of servicing these facilities.

2. Restore community support for both local government and community heritage organizations such as Heritage BC;
3. Adopt the draft Provincial Heritage Strategy;
4. Restore the budget of the Heritage Branch; and
5. Resolve the Heritage Properties question.

ON MOTION, was ENDORSED

R7 BIKE LANE SWEEPING

Sunshine Coast RD

THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities urge the Ministry of Transportation and Infrastructure to amend road maintenance contracts to increase the frequency of bike lane and highway shoulder sweeping.

ON MOTION, as amended, was ENDORSED

R8 ORV LICENSING & SAFETY

Powell River RD

THEREFORE BE IT RESOLVED that the AVICC urge the Province of British Columbia to enact ATV licensing legislation as soon as possible in 2011.

ON MOTION, as amended, was ENDORSED

R9 GREYHOUND CANADA PROPOSED SERVICE REDUCTIONS

Strathcona RD

[Sponsor withdrew resolution in advance of Convention.]

R10 VARYING TAX RATES

Lake Cowichan

THEREFORE BE IT RESOLVED that the Province be lobbied to amend Section 197 of the *Community Charter* to allow municipalities to have the flexibility of levying separate tax rates for each of land and improvements for each property class.

ON MOTION, was ENDORSED

R11 UNIVERSITY PROPERTY TAX PAYMENTS

Port Alberni

THEREFORE BE IT RESOLVED that AVICC and the UBCM urge the Province to address the issue of university grants-in-lieu of taxes by amending section 27(2)(w) of the *University Act* to specify that a university must pay to a municipality a grant equal to general municipal taxes.

ON MOTION, was ENDORSED

R12 DELINQUENT TAX ON CROWN LAND

Alert Bay

THEREFORE BE IT RESOLVED that the Province of BC undertake to pay all delinquent property taxes owed by properties which are under crown lease tenures.

ON MOTION, was ENDORSED

B25 UNIVERSITY PROPERTY TAX PAYMENTS

WHEREAS section 27(2)(w) of the *University Act* grants the Board of Governors of a university the following powers:

- (w) to pay to a municipality incorporated under an Act a grant in a year not exceeding the lesser of
 - (i) the amount that would be payable as general municipal taxes in the year on property of the university within the municipality if the property were not exempt from these taxes, and
 - (ii) the amount specified by the minister or calculated in the manner specified by the minister;

AND WHEREAS municipalities have identified considerable loss of tax revenue due to the low amounts calculated under *University Act* section 27(2)(w)(ii), but local governments have noted no provincial action in response to UBCM resolution 2008-B104, which requested the Province to amend the *University Act* by replacing section 27(2)(w) with the following:

To pay to a municipality incorporated by or under an Act a grant in a year equal to general municipal taxes in the year on property of the university within the municipality if the property were not exempt from these taxes;

THEREFORE BE IT RESOLVED that UBCM urge the Province to address the issue of university grants-in-lieu of taxes by amending section 27(2)(w) of the *University Act* to specify that a university must pay to a municipality a grant equal to general municipal taxes.

RESPONSE: Ministry of Finance

The Minister of Finance agreed to consider this resolution during the preparation of Budget 2012.



**Summary Report / Minutes of the Advisory Planning Commission Meeting
(Held on December 17, 2014
in the Committee Room at City Hall at 12:00 p.m.)**

Advisory Planning Commission

Chris Colclough (Chair)
Linda Kelsall (Vice-Chair)
Jim Tatoosh (Hupacasath First Nation)
Vern Barnett
Seva Dhaliwal
Wes Hewitt
Diane Currie
Randy Thoen (P.A.F.D. Liaison)
S. Sgt. Dave Paddock - (R.C.M.P. Liaison)
Councillor Chris Alemany - (Council Liaison)

Staff

Scott Smith, City Planner
Cara Foden, Planning Technician

Regrets

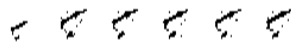
Shelley Chrest
Janice Johnson (Tseshah First Nation)
Larry Ransom (S.D.70)

Guests

Raymond DeBeeld, Applicants Rep.
Darren Moss, Applicants Rep.
Scott Coulson, Applicants Rep.

Alternates (not in attendance)

John Bennie (Alternate S.D.70)
Councillor Ron Paulson (Alternate – Council)



1. Adoption of October 16, 2014 Minutes

- Introductions were made around the room and applicants representatives welcomed.
- The minutes of the October 16, 2014 meeting of the Advisory Planning Commission were adopted.

(Hewitt / Barnett) CARRIED

2. DEVELOPMENT APPLICATION – Development Variance

5251 Argyle Street - Lots 13-17, Block 104, District Lot 1, Alberni Land District Plan 197D
Applicant: Raymond deBeeld Architect Inc. (for Uchucklesaht Capital Assets Inc.)

- The City Planner summarized his report to the APC dated December 10, 2014.

MOTIONS:

1. *That the City of Port Alberni Advisory Planning Commission recommends to City Council that the City proceed with the necessary Development Variance Permit to vary Zoning Bylaw 4832 as follows:*
 - a) *Vary Section 5.24.2 Site Development Regulations for the Rear Yard Setback from 3 metres to 0.94 metres, a variance of 2.06 metres; for the property located at 5251 Argyle Street.*
2. *That City Council provide notice of intent to consider the issuance of a Development Variance Permit for 5251 Argyle Street.*

(Hewitt / Barnett) CARRIED

3. Update – Status of current projects

- The City Planner updated the APC with regards to the following projects:
 - "Zoning Amendment No. 3 (4675 Gertrude Street – Seebros Holdings Ltd.), Bylaw No. 4855" was adopted on Oct. 10/14.
 - There is an application anticipated in January from Rainbow Gardens that will involve OCP and Zoning amendments to city owned parkland in the Westporte area.
 - Fall Fair grounds – Tire recycling facility still looking for a new site.
 - New liquor store on 3rd Ave. well underway.
 - Demolition is underway on fire damaged buildings on former A.D.S.S. site.
 - Waterfront North Study has been received by Council.

4. Other Business

- No other business

5. **Adjournment** – The meeting adjourned at 12:45 p.m. The next regularly scheduled meeting will be **January 15, 2015** at 12:00 pm in the Committee Room at City Hall.

(Barnett / Kelsall) CARRIED



City Clerk

Chair



CITY OF PORT ALBERNI

PLANNING DEPARTMENT REPORT TO ADVISORY PLANNING COMMISSION

TO: Advisory Planning Commission

FROM: Scott Smith, City Planner

DATE: December 10, 2014

SUBJECT: DEVELOPMENT APPLICATION - Development Variance
5251 Argyle Street – Lots 13 - 17, Block 104, District Lot 1, Alberni District Plan 197D
Applicant: Uchucklesaht Capital Assets Inc.

ISSUE

At issue is the consideration of an application for a Development Variance Permit. The property owner is applying to vary Zoning Bylaw regulations in order to permit a reduction in the rear yard setback for a new mixed use building.

BACKGROUND

The owners of the property at 5251 Argyle Street are proposing to construct a new building to house the Uchucklesaht First Nation cultural and commercial centre. The attached plans show the four storey building, consisting of commercial uses, a cultural centre and 34 residential dwelling units.

The property at 5251 Argyle Street is designated as follows:

- Official Community Plan Future Land Use - GCO - General Commercial
- Official Community Plan - Development Permit Area No. 2 (Commercial)
- Zoning Bylaw - C7 – Core Business

The proposed mixed use commercial, cultural and residential building is a permitted use in the C7 zone. The multi-family residential development in the Uptown area is supported in the Official Community Plan and the Uptown and Waterfront Redevelopment Study. The property is within Development Permit Area No. 2 (Commercial). The Development Permit process will require a review of the form and character of the project and will be presented to City Council for approval. This report will only cover the proposed variance to the Zoning Bylaw requirement that has been requested for the project.

The property currently consists of five legal parcels, which will be required to be consolidated into one legal parcel to enable the calculation of the correct variance for the entire site.

The setback requirements in the C7 zone are as follows:

- Front Yard 0 metres
- Side Yard 0 metres
- Rear Yard 3 metres

DISCUSSION

For the purposes of calculating setbacks defined by the Zoning Bylaw, the shortest lot line having street frontage, on a corner lot, becomes the legal front lot line. In this case, Argyle Street will be considered the front lot line for setback purposes. The applicant is requesting a variance of the rear yard setback from 3 metres (9.8 ft.) to 0.94 metres (3 ft.).

The proposed rear yard setback for the main wall of the building is 1.83 metres (6 ft.). However, the variance calculation must also include the corridor balconies and hostel bay window projections. Therefore the proposed rear yard setback is 0.94 metres.

The Alberni Power and Marine building located at 3149 Kingsway Avenue (see photo) is the one adjacent building to the requested rear yard setback variance. A portion of the Alberni Power building has a small encroachment on 5251 Argyle Street that is recognized by an easement agreement. The Alberni Power building is a concrete block building with no windows along the side and the front portion of the building angles away from the proposed Uchucklesaht building. The proposed variance will have little to no impact on the adjacent property. Notice will be provided to property owners and residents in the area regarding the proposed variance, so they may give comments to City Council if they wish before a final decision.

CONCLUSIONS

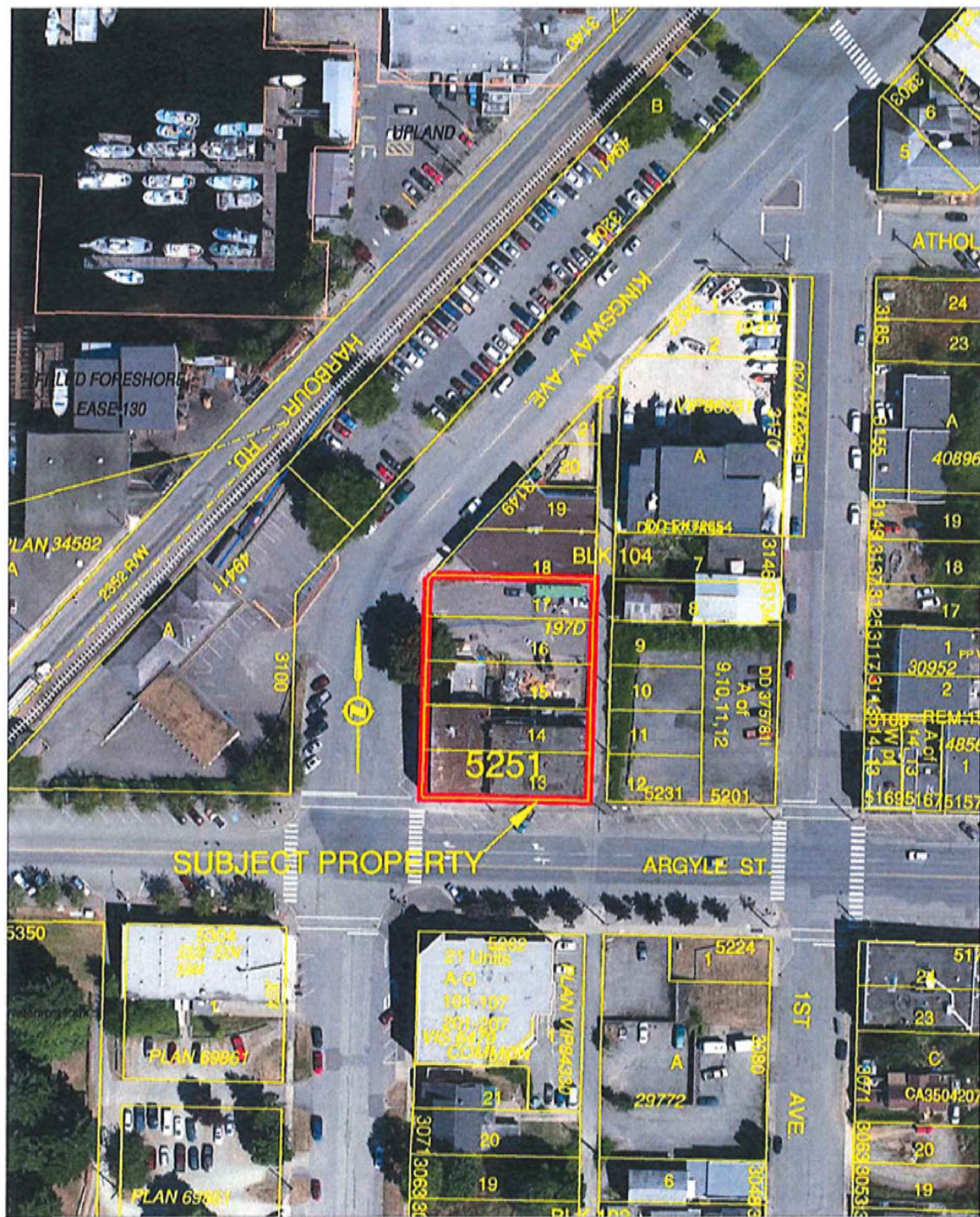
The proposed project will be a major redevelopment in the Uptown core. The proposed rear yard variance allows for a more economical structural layout for the building and also allows for additional on-site parking between structural columns and wider residential units along Kingsway. There will be little to no negative impact on the adjacent property. The Planning Department supports the issuing of a Development Variance Permit for 5251 Argyle Street.

RECOMMENDATIONS

1. *That the City of Port Alberni Advisory Planning Commission recommends to City Council that the City proceed with the necessary Development Variance Permit to vary Zoning Bylaw 4832 as follows:*
 - a) *Vary Section 5.24.2 Site Development Regulations for the Rear Yard Setback from 3 metres to 0.94 metres, a variance of 2.06 metres; for the property located at 5251 Argyle Street.*
2. *That City Council provide notice of intent to consider the issuance of a Development Variance Permit for 5251 Argyle Street.*

Respectfully submitted

Scott Smith, MCIP, City Planner



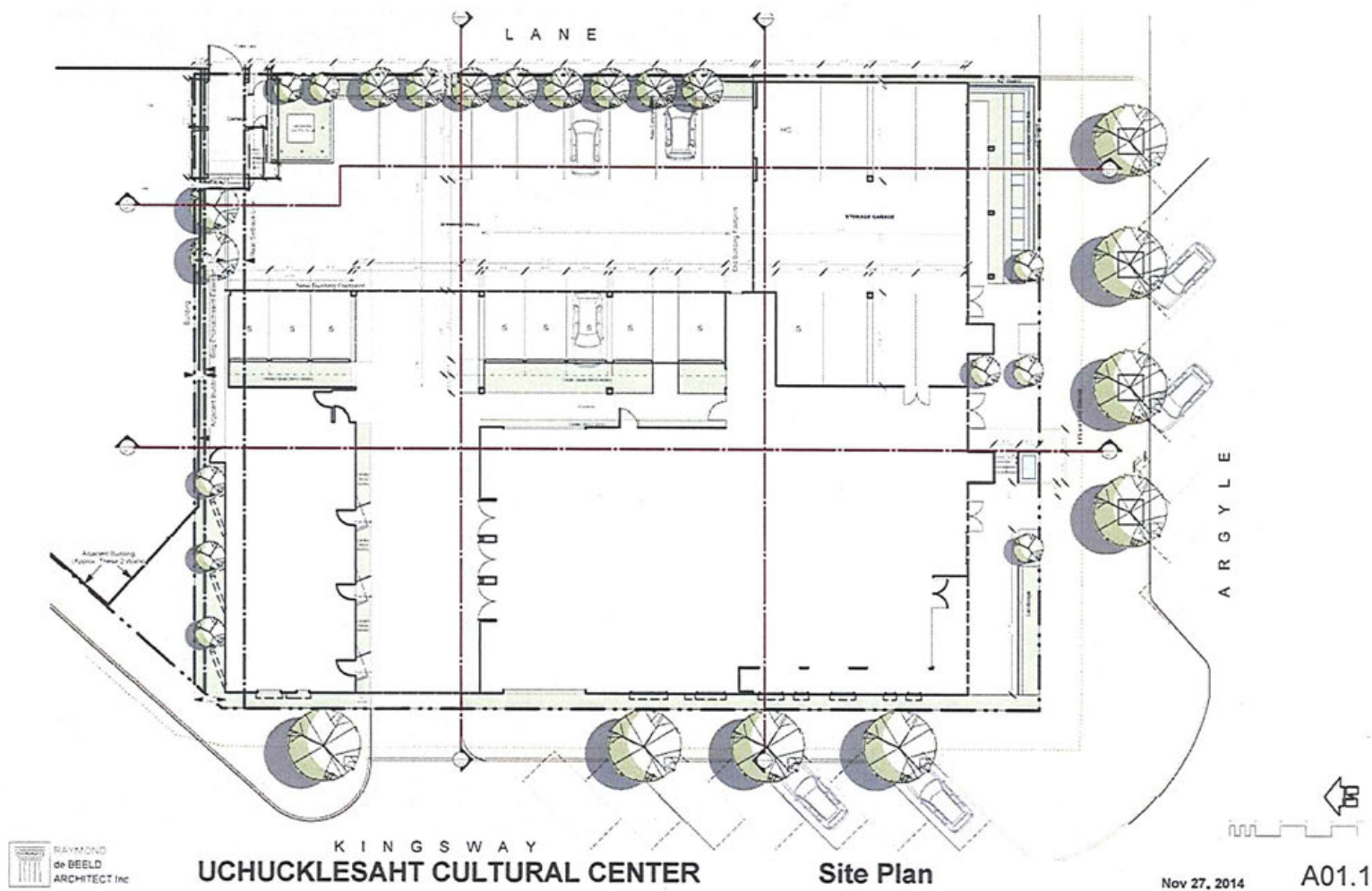
SUBJECT PROPERTY - 5251 Argyle St.



UCHUCKLESAHT CULTURAL CENTER

Nov 27, 2014

A0.0





UCHUCKLESAHT CULTURAL CENTER

Perspective 2

Nov 27, 2014

A10.2

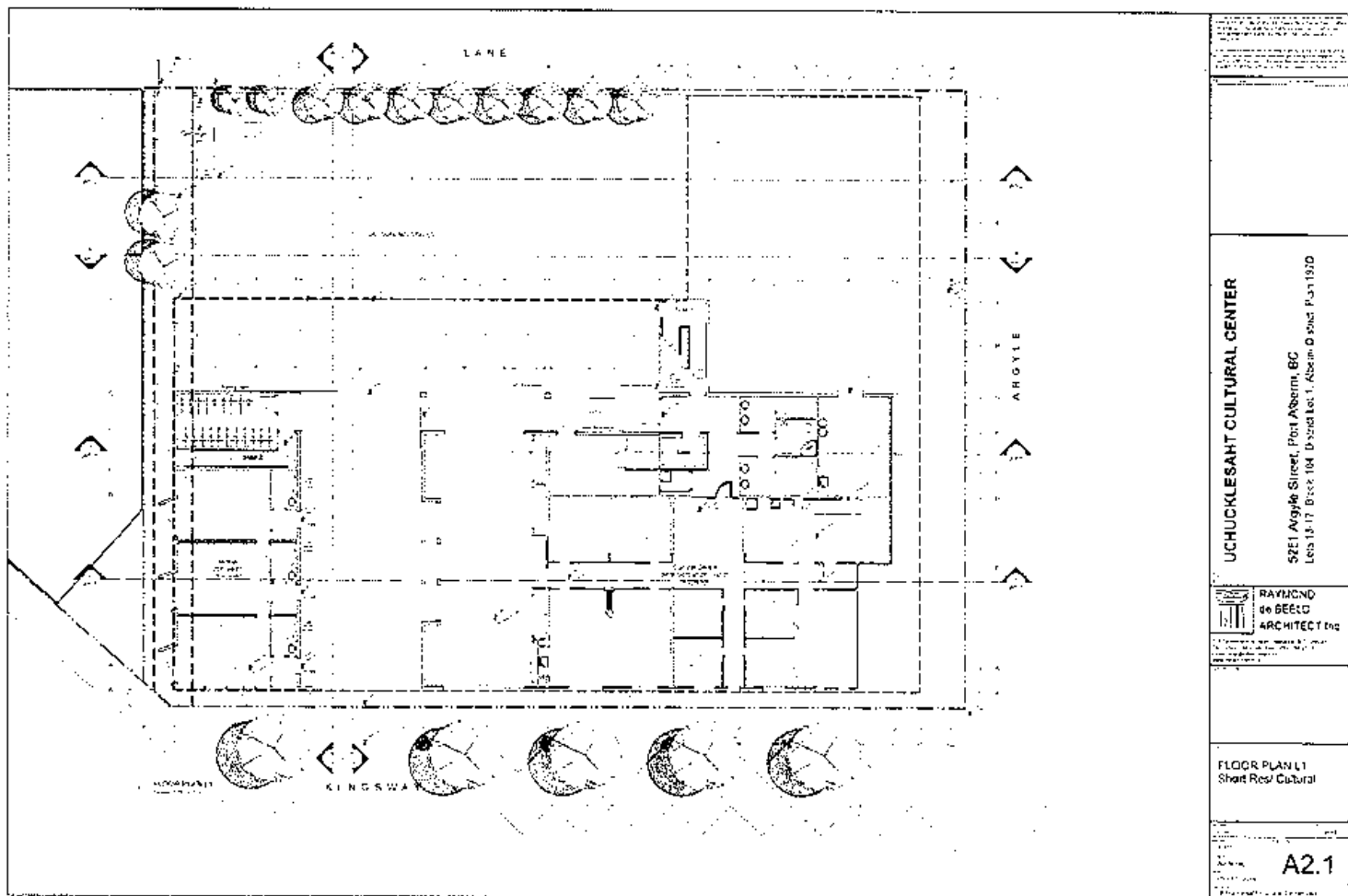


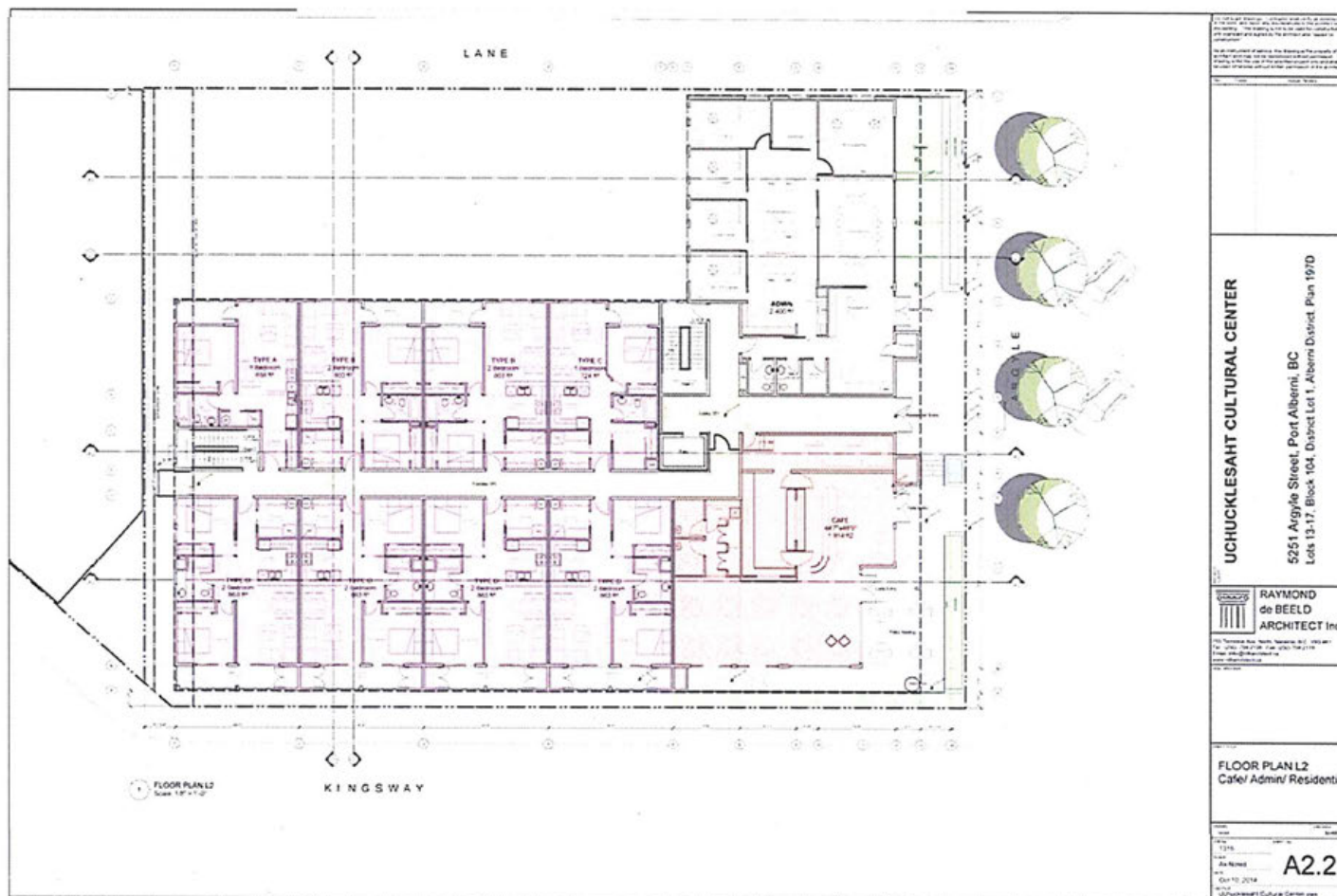
UCHUCKLESAHT CULTURAL CENTER

Perspective 3

Nov 27, 2014

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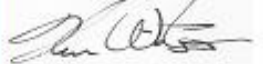






FINANCE DEPARTMENT REPORT

TO: Ken Watson – City Manager
FROM: Cathy Rothwell – Director of Finance
COPIES TO: Mayor and Council
Davina Hartwell – City Clerk
DATE: December 22, 2014

I concur, forward to next
Regular Council Meeting
for Consideration:

Ken Watson, City Manager

SUBJECT: Conversion of Temporary Borrowing Bylaw to Long Term Borrowing Bylaw

ISSUE:

Conversion of the Temporary Borrowing Bylaw to Long Term Borrowing Bylaw will provide regular and consistent principal and interest payments, resulting in a stable cash flow that will be consistent with the City's budget.

BACKGROUND:

Loan Authorization Bylaw No. 4846, "Dry Creek Improvements Loan Authorization 2014" was adopted August 11, 2014, and the necessary provincial certificates received to allow for the acquisition of short term financing for the construction of infrastructure for Dry Creek Improvements. Short term financing (good for 5 years) was the only option at the time as the City required the funding outside of the Spring and Fall debenture issue dates set by the Municipal Finance Authority. The borrowings represent one third of the entire project, and the remainder of the project is funded by the federal/provincial Building Canada Fund – Communities Component Flood Protection Program. The short term financing was to be converted to long term financing after the construction commenced. Long term financing with the MFA requires that the Alberni Clayoquot Regional District be a party to the City's borrowing, and following the ACRD's processes, the long term financing will be placed with the Spring 2015 debenture issue. The total amount of the long term financing is \$912,000. The Loan Authorization Bylaw finalizes the entire planned Municipal Finance Authority application for borrowings of \$912,000 over a term of 20 years.

DISCUSSION:

Strategic Plan Implications:

The construction and funding of the Dry Creek Improvements project supports the following Strategic Plan goal, objective, and initiative:

Strategic Goal #1: A responsible, livable and environmentally sustainable community.
Objective 1.2 Provide and sustain needed municipal infrastructure for now and future generations.
Initiative 1.2.4 Implementation of flooding mitigation on lower 3rd Avenue.

RECOMMENDATION:

The following resolution is recommended:

That the report from the Director of Finance dated December 22, 2014, be received and Council for the City of Port Alberni approve borrowing from the Municipal Finance Authority of British Columbia, as part of the Spring Borrowing Session, \$912,000.00 as authorized through "Dry Creek Improvements Loan Authorization 2014, Bylaw No. 4846" and that the Alberni Clayoquot Regional District be requested to consent to the City's borrowing over a 20 year term and include the borrowing in their Security Issuing Bylaw.

Respectfully submitted,

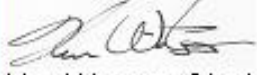


Director of Finance



FINANCE DEPARTMENT REPORT

TO: Ken Watson – City Manager
FROM: Cathy Rothwell – Director of Finance
COPIES TO: Mayor and Council
Davina Hartwell – City Clerk
DATE: December 22, 2014

I concur, forward to next
Regular Council Meeting
for Consideration:

Ken Watson, City Manager

SUBJECT: Conversion of Temporary Borrowing Bylaw to Long Term Borrowing Bylaw

ISSUE:

Conversion of the Temporary Borrowing Bylaw to Long Term Borrowing Bylaw will provide regular and consistent principal and interest payments, resulting in a stable cash flow that will be consistent with the City's budget.

BACKGROUND:

Loan Authorization Bylaw No. 4848, "Bainbridge Water Treatment Plant Loan Authorization 2014" was adopted August 11, 2014, and the necessary provincial certificates received to allow for the acquisition of short term financing for the construction of the Bainbridge water treatment plant. Short term financing (good for 5 years) was the only option at the time as the City required the funding outside of the Spring and Fall debenture issue dates set by the Municipal Finance Authority. The short term financing was to be converted to long term financing after the construction commenced. Long term financing with the MFA requires that the Alberni Clayoquot Regional District be a party to the City's borrowing, and following the ACRD's processes, the long term financing will be placed with the Spring 2015 debenture issue. The total amount of the long term financing is \$2,000,000. The Loan Authorization Bylaw finalizes the entire planned Municipal Finance Authority application for borrowings of \$2,000,000 over a term of 30 years.

DISCUSSION:

Strategic Plan Implications:

The construction and funding of the Bainbridge Water Treatment Plant supports the following Strategic Plan goal, objective, and initiative:

Strategic Goal #1: A responsible, livable and environmentally sustainable community.
Objective 1.2 Provide and sustain needed municipal infrastructure for now and future generations.
Initiative 1.2.2 Implementation of treatment upgrades to meet drinking water quality standards.

RECOMMENDATION:

The following resolution is recommended:

That the report from the Director of Finance dated December 22, 2014 be received and Council for the City of Port Alberni approve borrowing from the Municipal Finance Authority of British Columbia, as part of the Spring Borrowing Session, \$2,000,000.00 as authorized through "Bainbridge Water Treatment Plant Loan Authorization 2014, Bylaw No. 4848" and that the Alberni Clayoquot Regional District be requested to consent to the City's borrowing over a 30 year term and include the borrowing in their Security Issuing Bylaw.

Respectfully submitted,



Director of Finance

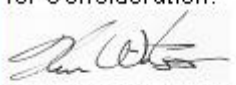
**CLERK'S DEPARTMENT
REPORT TO COUNCIL**

TO: Ken Watson, City Manager

FROM: Davina Hartwell, City Clerk

COPIES TO: Mayor and Council

DATE: January 2, 2015

I concur, forward to next
Regular Council Meeting
for Consideration:

Ken Watson, City Manager

SUBJECT: Release of Information from In-Camera Meetings

Issue:

Council's consideration of a process to release resolutions from in-camera meetings.

Background:

At a special in-camera meeting on October 14th, 2014, Council requested that staff develop a process for release of in-camera resolutions to the public.

Some in-camera decisions already become public as a matter of course, for example, once lease or land sale negotiations are finalized, legislation requires these to be advertised. Some decisions or information will never be released to the public, for example, receipt of legal advice or personal information. Other decisions, however, can be released as soon as they are no longer sensitive, which may be almost immediately the decision is made, or may be at a later date.

Following a review of other communities' procedures, staff recommends the following process be followed:

A new section to be added to in-camera agendas entitled "**Release of In-Camera Resolutions and Information**". Council will then consider and may, by resolution, release to the public portion of the following regular meeting, any or all of the written materials provided to a closed meeting or any or all resolutions passed at an in-camera meeting, subject to the Freedom of Information and Protection of Privacy Act.

At the following regular meeting of Council, any resolutions that have been authorized to be released will be provided as part of the regular agenda and will be recorded in the minutes. This would seem to be the most efficient method of releasing information as a written copy of in-camera resolutions will be provided in the agenda package and recorded in the regular meeting minutes for ease of public reference.

Staff's recommendation is to implement this process immediately going forward and that Council's Procedures Bylaw be amended to reflect the change.

Strategic Plan Implications:

Formalizing a process for release of in-camera resolutions meets **Strategic Goal 5: An effective organization with responsive leadership and service excellence** and **Initiative 5.5.1: Increase public access to information**

Recommendation:

That the report from the City Clerk dated January 2, 2015, 2014 be received, and Council for the City of Port Alberni direct staff to implement procedures to release in-camera resolutions and information to the public and amend Council's Procedures Bylaw accordingly to reflect the appropriate changes.

Respectfully submitted,

Dawn Hartwell

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CITY MANAGER'S REPORT

TO: Mayor and Council FILE

FROM: City Manager – Ken Watson

COPIES TO: City Clerk – Davina Hartwell
Director of Finance – Cathy Rothwell
Director of Corporate Services – Theresa Kingston
Administrative Assistant – Jake Martens

DATE: January 6, 2015

SUBJECT: Financial Planning Processes & Schedule

Issue:

Staff requires Council's direction and approval regarding format and timing for the 2015-2019 Financial Planning process.

Background:

The Community Charter requires Council to adopt an annual Property Tax Bylaw and a Five Year Financial Plan prior to May 15th of each year. In addition "Council must undertake a process of public consultation regarding the proposed financial plan before it is adopted".

Financial Planning:

A first draft of the 2015 Financial Plan is currently being developed by staff. The format of the plan will include a "status quo" budget including similar service levels to those provided in 2014. It is understood that Council will be developing a new Strategic Plan in the upcoming weeks. Priorities arising from this process will be included in the Draft Financial Plans as they are identified.

A public engagement and input process is needed as part of moving forward with review and modification of this document. Over the past several years the City has undertaken comprehensive public input processes in a variety of formats. For 2015 a process including the following components is proposed:

1. Publication of a Draft Financial Plan Document.
2. Public Presentations by City departments and outside agencies receiving City funding.
3. Public education and survey for feedback on Financial Plan hosted on City Website.
4. Public information and input facilitated via City's social media sites.
5. Public input/information session format held at Echo Centre.

A tentative schedule for the 2015 process for public consultation, development, and adoption of the new Strategic Plan, Five Year Financial Plan and Tax Rate Bylaw is proposed:

PROPOSED STRATEGIC & FINANCIAL PLAN REVIEW & APPROVAL EVENTS	TENTATIVE DATE	VENUE
Council Strategic Planning Session	January 19, 2015	Echo Fieldhouse
First Draft Financial Plan Received by Council	January 26, 2015	Regular Council Meeting
Financial plan information and budget input survey hosted on City Website	January 30, 2015	www.portalberni.ca
Council Strategic Planning Session	February 2, 2015	Echo Fieldhouse
Public Presentations by Departments and Agencies receiving City Funding – <ul style="list-style-type: none"> • Engineering/Public Works & Transit • Water & Sewer Rate Review • RCMP 	February 5 th Morning Afternoon Evening	Special Council Meetings at Council Chambers
Public Presentations by Departments and Agencies receiving City Funding – <ul style="list-style-type: none"> • Parks, Rec, Heritage & IHS • Economic Dev. & Chamber of Comm. • Fire Department 	February 12 th Morning Afternoon Evening	Special Council Meetings at Council Chambers
Public Presentations by Departments and Agencies receiving City Funding – <ul style="list-style-type: none"> • Admin, Corporate Services & Library • Planning & SPCA • Reserve Funds including ERRF 	February 19 th Morning Afternoon Evening	Special Council Meetings at Council Chambers
Financial Plan Public Presentation – Introduction by Mayor. Overview of Financial Plan by City Manager. Public Input and discussion	February 25, 2015 Evening	To be Determined
Receipt of Public Input (deadline)	March 4, 2015	City Hall
Council Consideration of Public Input	March 9, 2015	Regular Council Meeting
Council Direction on Strategic Plan and Financial Plan Changes	March 23, 2015	Regular Council Meeting
Introduction of Financial Plan Bylaw (3 readings) and adoption of Strategic Plan	April 13, 2015	Regular Council Meeting
Adoption of Financial Plan Bylaw and introduction of Property Tax Bylaw (3 readings)	April 20, 2015	Special Council Meeting
Adoption of Property Tax Bylaw	April 27, 2015	Regular Council Meeting

Recommendations:

The following resolution is proposed:

That Council for the City of Port Alberni direct staff to implement a Five Year Financial Plan development process generally as outlined in the City Manager's memo to Council dated January 6th, 2013.

Respectfully submitted

A handwritten signature in black ink, appearing to read 'Ken Watson', is written over a light gray rectangular background.

Ken Watson
City Manager

* * * *



CITY OF PORT ALBERNI

CITY MANAGER'S REPORT

TO: City Council FILE

FROM: City Manager – Ken Watson

COPIES TO: City Clerk – Davina Hartwell
Director of Corporate Services/Deputy City Manager – Theresa Kingston
Director of Parks, Recreation & Heritage - Scott Kenny
Manager of Economic Development - Pat Deakin

DATE: January 7, 2015

SUBJECT: Proposed Structure and Terms of Reference for new Committees.

Issue:

Draft Terms of Reference for new Committees are provided for Council's consideration.

Background:

At the December 1, 2014 Inaugural Council meeting the following motion was passed:

That staff be directed to prepare, for Council's consideration, the structure and Terms of Reference for the following new Standing Committees of Council:

- Food Security and Climate Change
- Seniors Advisory
- Youth Advisory
- McLean Mill Advisory

Strategic Plan Implications:

Creation of each of these four committees help support the City's Strategic Plan Goals and Objectives as follows:

- **Strategic Goal #1:** A responsible, livable and environmentally sustainable community – Objective 1.3 Promote sustainable environmental practices.
- **Strategic Goal #2:** An engaged, inclusive, healthy and socially sustainable community
Objective 2.3 Ensure access to City programs and services
Objective 2.5 Maintain and grow social capital by supporting volunteer initiatives.
- **Strategic Goal #3:** A vibrant, prosperous and economically sustainable community.
- **Strategic Goal #4:** A creative and culturally sustainable community.

Discussion:

Draft terms of reference for each of the four committees have been prepared by staff in consultation with Mayor Ruttan and are attached for Council's consideration.

Recommendation:

It is recommended that Council adopt the attached terms of Reference for the Food Security and Climate Change Committee, Seniors Advisory Committee, Youth Advisory Committee, and McLean Mill Advisory Committee (noting that this Committee shall be a Select Committee).

The following resolutions are proposed:

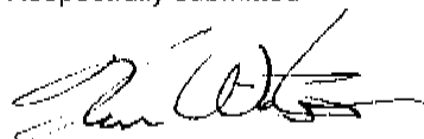
That Council for the City of Port Alberni appoint a standing committee named the Food Security and Climate Change Committee, with the terms of reference as provided in the City Manager's report received January 12, 2015.

That Council for the City of Port Alberni appoint a standing committee named the Seniors Advisory Committee, with the terms of reference as provided in the City Manager's report received January 12, 2015.

That Council for the City of Port Alberni appoint a standing committee named the Youth Advisory Committee, with the terms of reference as provided in the City Manager's report received January 12, 2015.

That Council for the City of Port Alberni appoint a select committee named the McLean Mill Advisory Committee, with the terms of reference as provided in the City Manager's report received January 12, 2015.

Respectfully submitted



City Manager



CITY OF PORT ALBERNI

Food Security and Climate Change *Committee* Terms of Reference

Establishment:

By resolution dated January 12, 2015, Council has established a sub-committee to be known as the "*Food Security and Climate Change Committee*".

Mandate:

The *Food Security and Climate Change Committee* is a Standing Committee of Council appointed for the purpose of making recommendations to Council with respect to urban food security and climate change concerns affecting the community.

Membership:

The Committee shall be comprised of members as follows:

- Four members appointed from the community at large appointed by the Mayor.
- One member appointed by the executive of Alberni Valley Transition Town Society
- One member appointed by the executive of the Alberni Environmental Coalition
- One member of City Council appointed by the Mayor.

Timing and Term:

- Members appointed from the community at large shall serve a two year term with a maximum of two consecutive terms.
- Ex-officio members appointed by external agencies shall be appointed annually by the agency with no restriction on length of term.
- The Council member shall be appointed annually.

Governance:

- The City's Procedures Bylaw applies to the conduct of the Committee's business.
- The Committee shall adopt a meeting schedule and will structure its activities to complete the required tasks within the reporting schedules provided.
- The Committee will elect a Chairperson from among its members.
- The Committee will appoint a member to take minutes of meetings which will be approved by the membership and forwarded to the City Clerk. Meeting minutes will be forwarded to Council for information.
- Designated staff member(s) will provide logistical support to the Committee as required, and may attend meetings

Duties and Responsibilities:

- The Committee will familiarize itself with City and community documentation already existing with respect to food security and climate change. This should include but not be limited to:
 - The Province's *Climate Action Charter* which the City signed onto in 2007
 - The City's *Climate Change Committee* Final Report (2008)
 - 2007-2014 Sustainability Progress Report and Plan
 - Port Alberni Community Assessment: Taking Action for Community Sustainability Planning (2008)
 - Alberni Valley Agricultural Plan ACRD (2011)
- The Committee shall review best practices from other communities world-wide with a view to providing recommendations in regards to preparation of an education strategy in response to rising costs and scarcity of food as well as leadership with regards to climate change awareness and response.
- The Committee shall liaise and build partnerships with community organizations involved in food security and climate change in our community including the ACRD, Alberni Valley Transition Town Society, and the Alberni Environmental Coalition.
- The Committee shall provide reports on a regular basis, at least semi-annually, to City Council in addition to meeting minutes required to be forwarded to the City Clerk.
- The committee may request information from City Staff regarding technical, operational or legislative matters respecting the City of Port Alberni in connection their review. Such requests for information shall be made to the City Manager.



CITY OF PORT ALBERNI

Seniors Advisory Committee Terms of Reference

Establishment:

By resolution dated January 12, 2015 Council has established a committee to be known as the *Seniors Advisory Committee*.

Mandate:

The *Seniors Advisory Committee* is a standing committee of Council appointed for the purpose of making recommendations to Council to enhance access to City services for seniors, and to identify and suggest solutions to gaps and barriers that impede the full participation of seniors in all aspects of life in our community. There is also a focus on forming partnerships with the community and acting as public forum for issues affecting seniors including but not limited to transportation and housing.

Membership:

The Committee shall be comprised of members as follows:

- Four members appointed from the community at large appointed by the Mayor.
- One member appointed by the executive of the Echo Sunshine Club
- One member of City Council appointed by the Mayor.

Timing and Term:

- Members appointed from the community at large shall serve a two year term with a maximum of two consecutive terms.
- Ex-officio members appointed by external agencies shall be appointed annually by the agency with no restriction on length of term.
- The Council member shall be appointed annually.

Procedures:

- The City's Procedures Bylaw applies to the conduct of the Committee's business.
- The Committee shall adopt a meeting schedule and will structure its activities to complete the required tasks within the reporting schedules provided.
- The Committee will elect a Chairperson from among its members.
- The Committee will appoint a member to take minutes of meetings which will be approved by the membership and forwarded to the City Clerk. Meeting minutes will be forwarded to Council for information.
- Designated staff member(s) will provide logistical support to the Committee as required, and may attend meetings.

Duties and Responsibilities:

- The Committee will familiarize itself with City and community documentation already existing with respect to local seniors issues. This should include but not be limited to:
 - How Do We Get From Here to There Report – ACRD (2014)
 - Better at Home Port Alberni- Final Report (2014)
 - Creating an Age Friendly Alberni Valley – (2013)
 - Current City of Port Alberni Strategic Plan
- The Committee shall liaise and build partnerships with community organizations involved in senior services in our community including Island Health, Alberni-Clayoquot Health Network, Better at Home Port Alberni, Echo Sunshine Club, Alberni Valley Hospice Society, Social Planning Council, Continuing Care Societies, and Retirement Organizations.
- The Committee shall provide reports to City Council providing recommendations concerning service delivery to seniors and responding to questions referred by Council. There shall be at least one report each calendar year. This report shall be in addition to meeting minutes required to be forwarded to the City Clerk.
- The committee may request information from City Staff regarding technical, operational or legislative matters respecting the City of Port Alberni in connection their review. Such requests for information shall be made through the City Manager.



CITY OF PORT ALBERNI

Youth Advisory Committee Terms of Reference

Establishment:

By resolution dated January 12, 2015 Council has established a committee to be known as the *Youth Advisory Committee*.

Mandate:

The *Youth Advisory Committee* is a standing committee of Council appointed for the purpose of making recommendations to Council to enhance access to City services for youth, and to identify and suggest solutions to gaps and barriers that impede the full participation of younger residents in all aspects of life in our community. There is also a focus on forming partnerships with the community and acting as public forum for issues affecting young residents.

Membership:

The Committee shall be comprised of members as follows:

- Four members appointed from the community at large appointed by the Mayor.
- One member appointed by the executive of the Young Professionals Alberni Valley Group
- One member appointed by the executive of ADSS Student Council
- One member appointed by SD 70 being a student attending VAST
- One member appointed by the executive of North Island Students Union who is a student at North Island College Port Alberni Campus
- Two members of City Council appointed by the Mayor.

Timing and Term:

- Members appointed from the community at large shall serve a two year term with a maximum of two consecutive terms.
- Ex-officio members appointed by external agencies shall be appointed annually by the agency with no restriction on length of term.
- The Council members shall be appointed annually.

Procedures:

- The City's Procedures Bylaw applies to the conduct of the Committee's business.
- The Committee shall adopt a meeting schedule and will structure its activities to complete the required tasks within the reporting schedules provided.
- The Committee will elect a Chairperson from among its members.
- The Committee will appoint a member to take minutes of meetings which will be approved by the membership and forwarded to the City Clerk. Meeting minutes will be forwarded to Council for information.

- Designated staff member(s) will provide logistical support to the Committee as required, and may attend meetings.

Duties and Responsibilities:

- The Committee will familiarize itself with City and community documentation already existing with respect to local youth issues.
- The Committee shall liaise and build partnerships with community organizations involved in youth services and education in our community including School District 70 particularly Alberni District Secondary School and VAST; North Island College Port Alberni Campus; Young Professionals Alberni Valley; Junior Achievement –Port Alberni
- The Committee shall provide reports to City Council providing recommendations concerning service delivery to youth and responding to questions referred by Council. There shall be at least one report each calendar year. This report shall be in addition to meeting minutes required to be forwarded to the City Clerk.
- The committee may request information from City Staff regarding technical, operational or legislative matters respecting the City of Port Alberni in connection their review. Such requests for information shall be made through the City Manager.



CITY OF PORT ALBERNI

McLean Mill Advisory Committee Terms of Reference

Establishment:

By resolution dated January 12, 2015 Council has established a committee to be known as the *McLean Mill Advisory Committee*.

Mandate:

The *McLean Mill Advisory Committee* is a select committee of Council appointed for the purpose of reviewing the McLean Mill business plan and providing oversight to the City's investment as well as making recommendations to Council to enhance revenue opportunities and the potential for sponsorships.

Membership:

The Committee shall be comprised of members as follows:

- Four members appointed from the community at large appointed by the Mayor One member appointed by the executive of the WVIHS
- One member appointed by the executive of the AV Chamber of Commerce
- One member appointed by the executive of Heritage Commission
- The Manager of Museum, Heritage and Culture
- The Economic Development Manager
- One member of City Council appointed by the Mayor.

Timing and Term:

- The Committee will serve until the completion of a final report to be presented to the Council for the City of Port Alberni, on or before in April 30th, 2016.

Procedures:

- The City's Procedures Bylaw applies to the conduct of the Committee's business.
- The Committee shall adopt a meeting schedule and will structure its activities to complete the required tasks within the reporting schedules provided.
- The Committee will elect a Chairperson from among its members.
- The Committee will appoint a member to take minutes of meetings which will be approved by the membership and forwarded to the City Clerk. Meeting minutes will be forwarded to Council for information.
- Designated staff member(s) in addition to the Museum Manager, and Economic Development Manager will provide logistical support to the Committee as required, and may attend meetings.

Duties and Responsibilities:

- The role of this Committee is to familiarize itself with the agreements between the City and Canada and between the City and the Western Vancouver Island Industrial Heritage for operation of the McLean Mill National Historic Site and to review the strategic plans and business plans provided for the Mill and identify opportunities to increase attendance and revenues. The committee will also review and make recommendations regarding the potential for sponsorships as a revenue generator.
- The Committee will consult with the Alberni Valley Heritage Commission as necessary.
- The Committee shall provide its final report and recommendations including specific goals and timelines, to City Council on or before April 30, 2016. This report shall be in addition to the meeting minutes required to be forwarded to the City Clerk.
- The Committee may request information from City Staff regarding technical, operational or legislative matters respecting the City of Port Alberni in connection their review. Such requests for information shall be made through the City Manager.



PORT ALBERNI FIRE DEPARTMENT *MONTHLY REPORT for December 2014*

A Review of 2014

Job Shadowing Program:

Port Alberni Fire Department is an active partner with Alberni District Secondary School in their Job Shadowing program. This involves ADSS students spending a prescribed number of hours in a workplace where they learn valuable work skills, and at the same time have an opportunity to get a better idea of whether or not a specific career path is right for them. Over recent years many students have participated in the job shadowing program at the fire department. One of those students, Brennan Tourangeau now works for the City as a firefighter.



Julia Manhas, a grade 10 ADSS student, participated in the job shadowing program at the fire department, gaining work experience in the administrative aspect of the fire department. While engaged in the program, Julia completed some administrative project work, and also interacted where possible with staff from other city departments.

Ladder Truck #2 Was Out of Service: The City owns and operates the only ladder truck in the Alberni Valley. Our ladder truck is 18 years old, and due for replacement in 2017. During 2014 the City's ladder truck experienced a failure in an electronic relay board, causing that apparatus to be out of service for two weeks while the relay board was shipped to the U.S. for rebuilding. There are no such new or used parts available.

New Provincial Minimum Training Standards:

During 2014 the Province's Office of the Fire Commissioner released a new document, *Structure Firefighters Competency and Training Playbook*, a guide for local governments to utilize in establishing levels of fire protection services. Minimum training standards are tied directly to service levels. This represented the first change in minimum training standards for firefighters in approximately 20 years.

The *Playbook* outlines three levels of fire protection service, *Exterior Operations*, *Interior Operations*, and *Full Service Operations*. Port Alberni Fire Department currently provides fire protection services at the highest level, *Full Service Operations*. Our personnel meet or exceed the minimum training requirements for that service level. Council will have an opportunity to review this level of service in coming months as part of an update of the City's Fire Control Bylaw.

Wildfire Management Branch - Partnership:

During the summer of 2014 fire risk conditions across the province of BC reached unprecedented levels. The Ministry of Forests Wildfire Management Branch (WMB) exhausted their personnel resources, as well as resources from neighbouring jurisdictions, causing WMB to partner with local government fire departments to provide Initial Attack firefighting services in some cases.

During the month of August WMB contracted the Port Alberni Fire Department to provide Initial Attack standby coverage for a three day period. The cost recovery process for this contracted service resulted in the City realizing modest net revenue. PAFD is in ongoing discussions with WMB regarding similar

future contracted services.

Capital Projects:

Each year the City undertakes several fire department related capital projects. These projects are generally part of a long term plan to maintain fire department infrastructure and thus department readiness. During 2014 the following capital projects were undertaken;

- one pick-up truck was replaced
- one of the City's four Tsunami Warning System stations was replaced
- high volume fire hose on three apparatus was replaced
- equipment used to remove vehicle diesel exhaust from the firehall was replaced

Technology Upgrades:

During 2014 the fire department, with support of the City's I.T. department implemented the use of Panasonic tablets for the purposes of interacting with 911 dispatchers, remote access to information, and streamlining fire inspection activities.

Automatic Aid:

For several years the City has been partnering with Sproat Lake and Beaver Creek fire departments in an Automatic Aid agreement. This involves all three departments responding automatically to fires in each other's jurisdictions.

In 2014 there were Automatic Aid responses within the jurisdictions of each of the three partnering fire departments. Constituents of each jurisdiction benefit from this partnership. Benefits to the City include the ability to access volunteer firefighters to supplement our own limited personnel, and the use of fire apparatus which has enabled the City to extend the service lives of City-owned fire apparatus.

Training Partnerships:

The City continues to partner with North Island College – Port Alberni in local delivery of fire training. In 2014, that partnership involved regular training provision for Ucluelet, Tofino and Coombs-Hilliers fire departments.

In 2014 the four Alberni Valley fire departments were successful in bidding to be the hosts of the 2016 BC Fire Training Officers Association annual training conference. In May of 2016, an estimated 200 firefighters and training officers from across the province will visit the Alberni Valley for this week-long event.

Emergency Operations Center Activation:

Since late November the fire department has been providing the ACRD interim coverage of emergency planning coordinator services while the ACRD determines how those services will be provided over the longer term. Deputy Chief Jancowski has been the acting Emergency Planning Coordinator.

During the extreme weather event during the week of December 8th, the fire department, and Deputy Chief Jancowski in particular, worked closely with the ACRD, supporting that agency in opening and operating an Emergency Operations Center (EOC). Since that event Deputy Chief Jancowski, on behalf of the ACRD, has been helping affected persons and agencies recover from that event, including accessing government funds.

The ACRD is the lead agency in emergency planning in the Alberni Valley. The City works closely with the ACRD in that regard.

CITY OF PORT ALBERNI PLANNING AND BUILDING DEPARTMENT

MONTHLY REPORT FOR DECEMBER, 2014

For the month of December 2014 the Planning Department reports the following significant items:

- The Advisory Planning Commission met on December 17, 2014 and considered the following report from the City Planner:
 - An application for a Development Variance Permit. The proposal is for a variance to the rear yard setback to allow for construction of the Uchucklesaht First Nation cultural, commercial and residential centre.

DEVELOPMENT APPLICATION ACTIVITY REPORT		
Type	Total - 2013	Year to Date - 2014
Subdivision	1	4
OCP and/or Rezoning	6	4
Development Variance	2	2
Development Permit	4	2
Temporary Use Permit	1	0
Sign Bylaw	0	1
Totals	14	13

RESIDENTIAL BUILDING COMPARISON		
Type	Year to Date - 2013	Year to Date - 2014
Single Family	23 units	23 units
Duplex	5	4
Multiple	0	4
Totals	28	31 units

City of Port Alberni – Corporate Services January 2015 Report to Council

Human Resources Activities

- **Health and Safety – Certificate of Recognition (COR) Review** – the City was one of the first communities in the province to successfully receive a COR for our Occupational Health and Safety program through WorkSafe BC resulting in a 5% rebate on our WCB premiums annually. Each year the City is required to complete a review to ensure that the OHS program continues to meet the standards. In December our internal review was completed and we received a score of 96% (92% in 2014). A work plan for the upcoming year will be completed by the end of January.
- **RCMP Municipal Positions Review** – we are currently reviewing the municipal positions at the RCMP, including work distribution and processes.
- **Hiring Processes** – We are currently in the process of interviewing for the Recreation Programmer (part-time).
- **New Hires**
 - **Finance** – Peter Bitter has been hired as the Utilities Clerk. Peter has been working as a casual employee in the Finance Department. This opening was created as a result of an upcoming retirement.
 - **Parks, Recreation and Heritage** – Curtis Leyenaar has been hired as the Gardener. Curtis has worked for us in the past as a seasonal. This opening was created as a result of the incumbent retiring at the end of October.
 - **Casuals** – Jackie Kenzie was hired as an Early Childhood Education Assistant (casual)
- **Hiring List for Firefighters** – We have completed the hiring process and now have an established hiring list. As hiring for firefighters is very time intensive, it is preferred that a list is established so that the City is able to fill openings as they occur on a timely basis.
- **Employee Family Assistance Program (EFAP)**
 - The EFAP Committee will be sponsoring the annual Clean Up Day on January 28.

Community Development Activities

- **Community Investment Program** – The Community Investment Program recipients were notified in December of their successful application. Cheques, bus passes and in-kind credits have now been issued. Any requests of Council by community groups or organizations for funding (cash grants and in-kind) are to be referred to the Community Investment Program. The requests will be reviewed and a report will be brought forward to Council for decision.
- **Volunteer Board Workshop** – At the request of the Maritime Heritage Society, the City conducted a Volunteer Board Workshop on Saturday, January 10, 2015. The workshop was co-sponsored by the City, Maritime Heritage Society and Arrowsmith Rotary Club. The workshop had over 40 people registered and more than 15 local volunteer organizations were represented.

Information Technology Activities

- **Website** – The new website was launched on December 24 with minimal fanfare. We received some negative feedback early on due to some broken hyperlinks. Everything was tested before launch, but there were some minor problems encountered with the website over the two stat holidays, which were fixed soon afterward. There will be some continual refinements made to the site for the next short while as we continue to receive feedback, but

by and large the response is quite positive. Another issue that was, in fact, expected, was that the public would need to refresh their internet browser bookmarks. The old bookmarks are no longer valid, and so people needed to go through the website to find their content. Again, this was expected and necessary and will solve itself as the days go on.

- **Parks, Recreation and Heritage (PRH) Software (Class)** – We received notice earlier this summer that Active Networks, the company that owns Class, will be completely shutting down the Class software as of mid-2017, and will be stopping support of Class version 7 in mid-2015. We will have no choice but to seek a software replacement to replace the current software used by the department. PRH staff and the IT Manager have been working as part of a larger collective of communities to research a replacement of the Class software. Our staff have attended several regional working group sessions in Courtenay with the goal of writing and joining a collective RFP for a Class software replacement. More details will come about during the financial planning process.
- **Business Licensing Software (Tempest)** – Similarly, we have recently been informed by the Tempest Development Group, who makes and supports our Tempest software, that the support for the Business Licensing module is ending in 2015 as well. There is an upgrade path in place, but it will cost us extra. The first mention of this was in September of this year. More information will be presented to Council during the financial planning process.
- **On-going Activities**
 - Yearend tax updates have been performed on our Microsoft Dynamics clients. Dynamics GP is the software that handles our General Ledger, Accounts Payable and Receivable, Payroll, Purchasing, and other financial data.
 - Upgraded our Mobile Device Management (MDM) software from Blackberry Enterprise Service (BES) 10 to BES 12, which provides greater functionality and security. This is the software that allows the mobile devices such as smart phones and tablets to connect with our City work email and domain.
 - Upgraded our email platform from Microsoft Exchange 2010 Service Pack 1 to Service Pack 3. This provides greater security and functionality for our email system.
 - Working with our Fire Department regarding several upgrades within their trucks and Fire Hall. These technology upgrades are being performed with the goal of increasing overall efficiency and decreasing their callout response time. More information on this will be provided from the Fire Department once the upgrades are complete.



Submitted by:

Theresa Kingston, Director of Corporate Services

January 6, 2015

Alberni Valley Museum
and Heritage Commission



**Alberni Valley Museum and Heritage Commission
Meeting of Wednesday November 5, 2014
6:30 pm at the Tseshaht First Nation Administration Building**

Minutes

Attending:

Marta Williamson, Acting Chair
Pam Craig
Gareth Flostrand
Bert Simpson
David Taberner
Dan Washington
Dennis Bill
Judy Carlson
Penny Cote
Jamie Morton, Manager of Museum, Heritage & Culture

Regrets:

Neil Malbon
Gayle Stephen Player
Paul McDougall

Guests:

Janice Johnson
Darrell Ross

1. Heritage Commission Priorities – continuing the review of collections held by the various Heritage Network partners.
 - At 6:30 the Commission was given an introduction to some of the objects present in the Tseshaht First Nation administration building by Janice Johnson, Darrell Ross, and Dennis Bill. These included painted tables representing origin narratives, carved entry doors portraying cultural elements, and memorial poles.

Museum and Heritage Commission City of Port Alberni

4255 Wallace Street Port Alberni BC Canada V9Y3Y6

TEL (250) 723 2181 FAX (250) 723 1035

- Some discussion of other holdings, such as documents, archaeological and ethnographic objects, photographs, etc., followed. The point was raised that for the Tseshaht First Nation, there was not the same split between functional, or secular objects, and symbolic or spiritual objects, that exists in western society. This changes the nature of collections, in that objects are protected and presented for their symbolic or cultural value, but are not considered to be distinct from day to day life in the same way as in other museum collections. Some of the operational and collection management issues were reviewed.
 - The regular meeting was called to order at 7:17.
2. Moved by Pam Craig, seconded by David Taberner, that the minutes of the October 1, 2014 meeting be approved.
 3. Paul McDougall was announced as the new representative of the Port Alberni Maritime Heritage Society, replacing Mike McDowall, the former PAMHS representative and Chair of the Heritage Commission, who has left Port Alberni.
 4. Selection of interim/acting Chair for the Heritage Commission – former Chair Marta Williamson agreed to act in this capacity, with a permanent Chair to be selected in January.
 5. Heritage Commission Priorities for 2014:
 - Jamie Morton summarized the results of the initial Heritage Commission collections policy workshop held on Wednesday October 29, at Echo Centre. Hard copies of the notes from the workshop were distributed in addition to the electronic version already sent.
 - The primary outcomes of the workshop were:
 - i. Preparation of a revised Heritage Value Statement – the key document underlying collection decisions.
 - ii. Confirmation of the geographic scope of the AV Museum collections – City of Port Alberni, Alberni Valley, and the Alberni Clayoquot Regional District.
 - iii. Confirmation that the AVM collections will not extend into natural history collections at present.
 - iv. Confirmation that the policies developed apply directly only to the City of Port Alberni/AV Museum collections – but it is hoped that the other organizations in the Heritage Network will develop complementary policies.
 - Two issues for consideration and decision at the next collections policy workshop, to be held in early 2015, were presented and discussed:
 - i. The visible storage concept that has been employed at the AV Museum since 1980 – is this the most effective way to present the collection?
 - ii. The operational versus static display concept – primarily with respect to the AV Museum's Industrial Collection, which includes the historic resources at McLean Mill NHS, the truck and machinery collection, and the Alberni Pacific Railway collection.

6. Updates.

- Centennial (Harrison) Legacy Fund
 - a. Centennial Fountain: The limestone block components of the Centennial fountain have been installed, and are now operational, in the former fountain base in the Echo Centre parking lot. , which has provisions for plumbing and power, is estimated at under \$5,000.
 - i. The Centennial time capsule is not yet installed, but will be included in the project.
 - ii. Concept designs for two commemorative plaques relating to the fountain were presented for discussion.
 - b. Tsunami Plaque at Harbour Quay: we continue to wait for an opening in the Parks & Recreation construction schedule to have the base built.
 - c. Paper Mill Stones Monument: Director of Parks, Recreation & Heritage Scott Kenny presented the recommendation of the Heritage Commission, that the City of Port Alberni proceed with the acquisition and relocation of this monument, to Council at its October 14 meeting. Council then moved:
 - i. *That Council for the City of Port Alberni approve the relocation of the grinding stones to the vacant south end of Victoria Quay site, subject to any Transport Canada issues concerning the adjacent helipad.*
 - ii. *And: That Council direct staff to move forward on the acquisition of the mill stone monument, advise Catalyst Paper of our interest in accepting their offer and thank them for their pending donation; and that staff prepare plans and related total costs for the proposed project to be included in the 2015 Financial Plan request to Council.*

7. Reports:

7.1.a Bert Simpson reported for McLean Mill and the IHS

- Noted the mill was cutting, but some uncertainty about why – probably relates to the timbers for the City of Port Alberni water treatment facility.
- IHS meeting November 4
 - meeting/representation from the rail enthusiasts from the east side of the Island
 - project to salvage the #112 locomotive from Beaver Cove – supported by a \$10,000 grant from the BC Rail Historical Society
 - working at the IHC/Old Arena to convert a 1920s Federal truck into a tow-truck
 - starting on planning and organization for a steam festival in Summer 2015
- First Nations forestry training programs taking place at McLean Mill – producing firewood for steam demonstrations as a byproduct
- Jamie Morton updated on the completion and opening of the Kitsuksis Stream bypass and fishway – tested by the heavy rains in October – coho running up the new channel
- Penny Cote suggested promoting the completion of this project with an opening event

7.1.b David Taberner reported for the IHS

- Reminder about the Santa Train, running on December 6-7, followed by the McLean Mill Christmas Fair December 12-14, which will include train runs to the Mill.
- Update on the use of the train station – envisioned as a working museum, with use of the space administered by the Station Committee in a more systematic way.

7.2 Jamie Morton reported for the PA Maritime Heritage Society

- Organizational and financial issues continue with the departure of Director Mike McDowall, but the group is working on recruiting new Board members, and resolving the issues with the gaming grant – more effective organizational systems are being developed.
- Penny Cote suggested partnership with the Sproat Lake Regatta Society as a way for PAMHS to move forward.

7.3 Judy Carlson reported for the Alberni District Historical Society

- The October 16 presentation by Dr. Patrick Dunae was well received, emphasizing how the 1911 census records were a particularly rich genealogical and historical source.
- The ADHS has a luncheon meeting scheduled for January, with three more meetings planned for Winter 2015.

7.4 Jamie Morton reported for the AV Museum

- *We Are All One* – based on the children's paintings from the Alberni Indian Residential School – officially opened on October 23, with a very well-attended reception.
- Response has been strong from the public, and both the print media and Shaw TV have covered the exhibit, including interviews with some of the artists. A number of school groups have visited, with survivors volunteering to interpret the exhibit and paintings for the students.
- Other school tours starting up following the strike.

7.5 Dennis Bill reported for the Tseshah First Nation

- The Tseshah First Nation is very pleased to host the November meeting of the Heritage Commission.
- The Heritage Commissioners collectively thanked Dennis Bill and the Tseshah First Nation for hosting the meeting – a very positive experience.

7.6 Jolleen Dick reported for the Hupacasath First Nation

- In October Jolleen Dick was in Philadelphia researching and copying materials from the American Philosophical Society.
- Next will be a trip to UBC, for digitization training in connection with a Barber grant, and to study Museum of Anthropology collections.
- The Hupacasath First Nation is developing cultural heritage policies, following established guidelines – which are somewhat different for First Nations.
- The Hupacasath First Nation now has a presence on Facebook.
- An invitation was extended to the Commissioners to attend a Hupacasath flag-raising ceremony at 10:00 AM on Sunday, November 16.

7.7 Marta Williamson reported for the Community Arts Council

- The pumpkin-carving contest was held in pouring rain in the Rollin gardens October 25-26, with prizes on Halloween weekend.
- The CAC will be participating in the Christmas Market and related events at McLean Mill, on December 6-7 & 12-14.

- The third annual Celebration of Lights lantern festival is coming up on November 29, at the Rollin Art Centre.
- The Centennial Belles are planning a Jane Austen 3-day weekend event at the Rollin Art Centre in June 2015.
- Fund-raising efforts are ongoing – CAC staff were given modest raises recently.

7.8 Gareth Flostrand reported for the community at large

- Reminder about the Holiday Light-Up on Argyle Street, starting at 4:00 PM on Friday, November 28.
- Reminder to get out and vote – after reading platform statements!
- Four craft fairs planned for the November 7-9 weekend – a one-day World Craft Fair at Echo Centre, and three other weekend-long events.

7.9 Pam Craig reported for the School Board

- Ann Oswald's Social Justice class at ADSS held a session with Council candidates – with interesting results – the candidates had to answer questions "yes" or "no."
- At John Howitt school, a self-regulation program was initiated, as a pilot for the district.
- One more meeting for the existing Board, followed by the November 15 election of a new Board.

7.10 Penny Cote reported for the Regional District

- Acclaimed as the Sproat Lake representative on the Board of the Regional District, but continuing to campaign for the Port Alberni Council election – health care as a central part of her platform. Three representatives acclaimed in the ACRD – Long Beach, Beaufort, & Sproat Lake.
- Promoting heritage as part of her platform – some calling for its elimination, in the City and the ACRD – concern over what is being lost, and suggesting a referendum on heritage to determine levels of support.

7.11 Dan Washington reported for the City of Port Alberni

- Quiet at City Hall in the run-up to election – the last meeting ended before 9:00 PM.
- A recent meeting on watershed issues resulted in no commitment from the province of BC, leaving Island Timberlands relatively free to proceed as it wishes on privately-owned lands.

8. New Business:

- Bert Simpson noted that David Hooper is posting pictures of WIIHS activities on a Facebook page.
- Marta Williamson mentioned that the committee continued to work on the community Heritage Register.
- Jolleen Dick noted that a new sign was being planned for the entry to Port Alberni, and suggested that it could represent heritage themes.

9. Next Meeting

- 6:30 PM, Wednesday, December 3, 2014, at Echo Centre for the business meeting, followed by the Christmas Social and Heritage Awards at the AV Museum at 7:00.

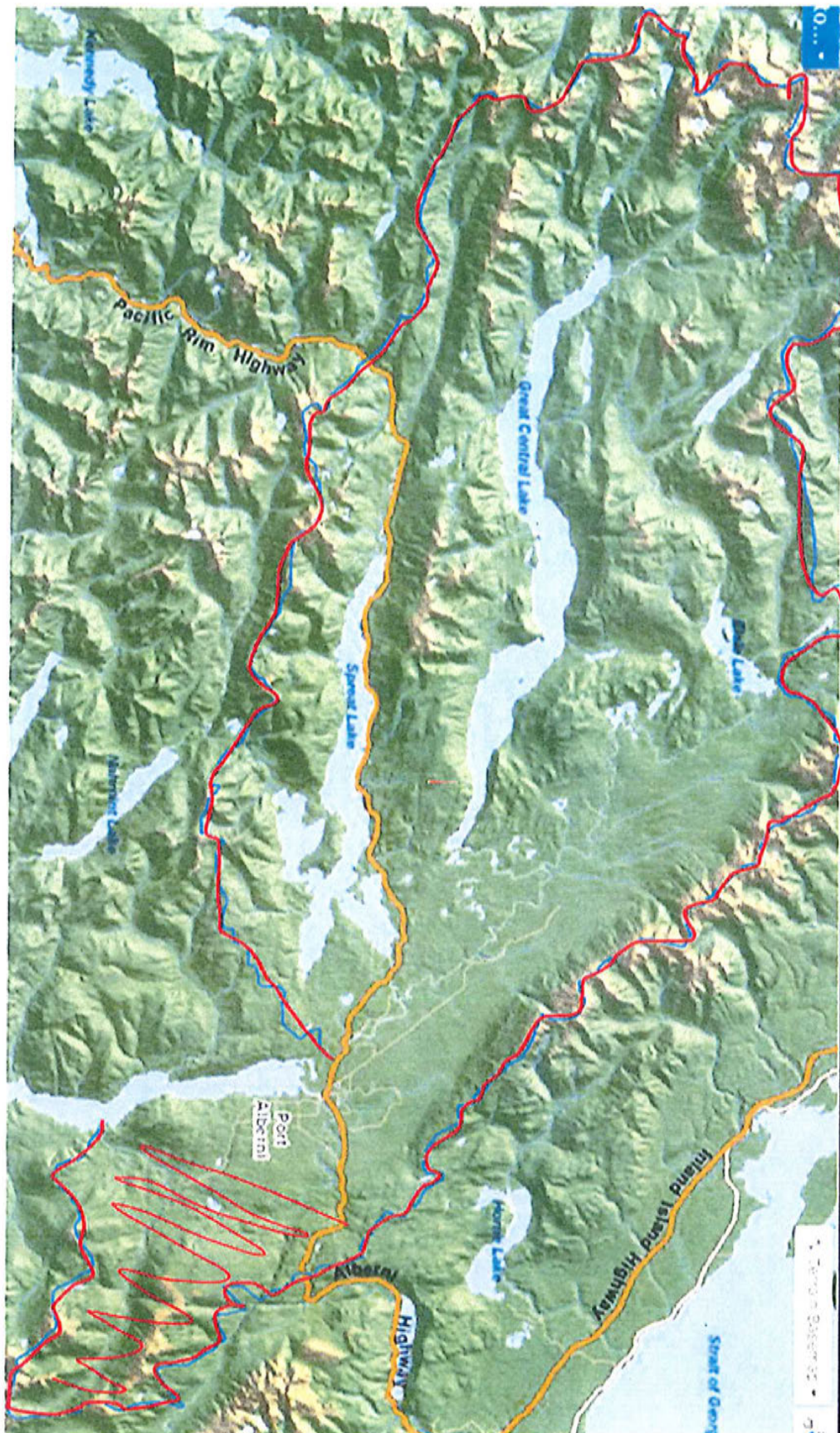
7. Adjournment

- Moved at 8:38 by Pam Craig to adjourn the meeting.



Marta Williamson, Acting Chair
Alberni Valley Museum and Heritage Commission

Davina Hartwell, City Clerk
City of Port Alberni



August 13, 2014

The Hon. Steve Thomson
Minister of Forests, Lands and Natural Resources
(FLNR.minister@gov.bc.ca)

Darshan Sihota
President/CEO, Island Timberlands
dsihota@islandtimberlands.com

Dear Minister Thomson; Mr. Sihota:

At a regular meeting on August 11th, 2014, Council for the City of Port Alberni received a presentation from the Watershed Forest Alliance expressing concern about the logging on McLaughlin Ridge and protection of our watershed and endorsed the following resolutions:

That Council for the City of Port Alberni support the Watershed Forest Alliance request to sign on to their letter calling on the Province and Island Timberlands to pause logging in McLaughlin Ridge in order that discussions can be held regarding watershed protection.

That Council for City of Port Alberni direct staff to contact Island Timberlands and the Minister of Forests with a request for a meeting to discuss watershed protection issues.

A copy of the letter supported by City Council is attached. At this time Council would also like to formally request to meet with both the Minister and Island Timberlands, in conjunction with the Watershed Forest Alliance, to further discuss concerns and solutions with regards to moving forward.

Arrangements for a suitable meeting date and time can be made through our Administrative Assistant, Jake Martens, and he will be contacting your offices shortly to follow up.

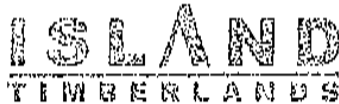
Council looks forward to meeting you.

Yours truly,
CITY OF PORT ALBERNI

John Douglas
Mayor

c. Morgan Kennah, Island Timberlands
Sarah Thomas, Watershed Forest Alliance

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Island Timberlands LP
65 Front Street, 4th Floor
Nanaimo, BC V9R 5H9

Tel (250) 755-3500
Fax (250) 755-3540

August 8, 2014

Davina Hartwell, City Clerk
By email only: Davina_hartwell@port Alberni.ca

RE: Watershed Forest Alliance's Request to 'Sign On' to 'Save China Creek Watershed and McLaughlin Ridge'

The Watershed Forest Alliance (WFA) is concerned about the health of the China Creek watershed and the increasing pressures placed on this watershed. In response to this, I'd like to share the following:

- Island Timberlands (Island) requires that registered professionals design, oversee and evaluate our activity plans within China Creek, such as road construction, forest harvest and reforestation. These activities are planned and executed with specific focus to managing water quality;
- All of our operational activities are guided by a comprehensive environment management system which ensures conformance with our plan objectives, and compliance with legislation;
- Island reforests promptly after harvesting, typically within nine months;
- Island designs and manages riparian buffers on waterbodies throughout this watershed based on each water body's individual characteristics including its size, structure and distance from the City's drinking water intake;
- The Private Managed Forest Land Council (PMFLC), the administrative body responsible for overseeing and enforcing the *Private Managed Forest Land Act* and regulations, recently completed an investigation into our activities in this watershed. Their report concluded that our practices are above average for coastal operations. The study noted that although harvesting activity has increased in the area in the past decade, the hydrological capacity for the watershed to balance this harvesting with current forest cover and regenerating forests is below the threshold for best management in watersheds. This report is available online; and
- The PMFLC study concluded that our operations do not contribute in any significant way to increased turbidity levels experienced in China Creek watershed.

The WFA is suggesting that there is a trade-off between increasing investment in expensive filtration systems and modified forest harvesting practices, or forest preservation. Keeping in mind the national drinking water guidelines and provincial statute on drinking water:

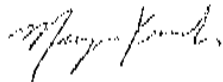
- There is no evidence that seasonal turbidity could be eliminated by modifying harvesting activity, or a cessation to forest activities more broadly;
- As such, filtration will be required to ensure public health as an alternative to periodic boil water advisories; and
- Acquiring land in the watershed in an attempt to impact seasonal turbidity will certainly be expensive, and is highly unlikely to eliminate the need for filtration.



Island has a long history of working co-operatively with water purveyors that source their drinking water supplies from our private managed forest lands.

- We are proud of the ongoing relationship we maintain with the City of Port Alberni in relation to the China Creek watershed, with regular meetings to discuss activities past, present and future between parties; and
- We look forward to continuing dialogue with the City's technical staff to ensure that we continue to collectively manage this drinking water source to meet its stated water quality objectives.

Respectfully,



Morgan Kennah, RPF
Manager, Sustainable Timberlands and Community Affairs
Island Timberlands

Jane Morden,
Craig Street
Port Alberni BC.
watershedforestalliance@gmail.com
250-723-9551

July 29, 2014

Re: Request for letter sign on

Dear Mayor Douglas and Council,

I am writing to follow up from Sarah Thomas' brief presentation at council on July 14th around the topic of watershed protection and the old growth logging going on in McLaughlin Ridge.

At this time when a new water treatment plant is being built and there are ongoing conversations about expanding the water supply network to Sproat Lake we, the Watershed Forest Alliance, feel that it is important to have a conversation about watershed protection for the China Creek watershed. Such a conversation now could lead to significant positive economic implications in the long run.

In order to create space for this conversation it is necessary to pause the current logging in McLaughlin Ridge so that all stakeholders can come to the table and explore options for watershed protection.

At this time we are calling on Council to sign on to the attached letter. The letter calls on the Province and Island Timberlands to pause logging in McLaughlin Ridge so that conversation can be had about protection for these significant areas.

As citizens of Port Alberni we call on the City to act on these concerns and help further watershed protection for future generations.

Sincerely,

Jane Morden

Coordinator, Watershed Forest Alliance

To Darshan Sihota, CEO of Island Timberlands, and Steve Thomson, BC Minister of Forests, Lands, and Natural Resource Operations:

We, the undersigned organizations, are greatly concerned about the rapid logging by Island Timberlands of McLaughlin Ridge near Port Alberni. We urge both the BC government and Island Timberlands to ensure that this critical area and the remaining old growth forests on Vancouver Island in similar situations are not logged.

A few hundred hectares of extremely endangered old-growth forests still stand – for now – on McLaughlin Ridge. This includes major stands of ancient Douglas-fir trees, the overwhelming majority of which have been logged on BC's coast. McLaughlin Ridge has been recognized by the provincial government's own biologists as one of the most important habitats for the red-listed or endangered Queen Charlotte Goshawk and as one of the finest ungulate wintering ranges on Vancouver Island.

McLaughlin Ridge is part of 78,000 hectares of land that were removed from Tree Farm Licence (TFL) 44 on Vancouver Island in 2004, thereby removing the environmental policies and/or regulations designed to protect species at risk, old-growth forests, ungulate winter ranges, and riparian areas; to control the rate of cut; and that prohibited raw log exports in order to protect local mills.

McLaughlin Ridge was supposed to be protected by the provincial government as an Ungulate Winter Range (UWR) and Wildlife Habitat Area (WHA), until the province's plans changed when it removed the lands from Tree Farm Licence 44. The removal of the lands from TFL 44 included the stipulation from the BC government that a follow-up agreement be developed between the company and the government to ensure the protection of McLaughlin Ridge and other intended UWR's and WHA's – however, both parties failed to pursue the agreement, and the lands are now being logged. This confirms the basis of the tremendous public opposition to the removal of these lands from the TFL, as our worst fears regarding this major policy shift are now being realized.

In total, about 2400 hectares of endangered old-growth forests originally intended for protection by the BC government as Ungulate Winter Ranges and Wildlife Habitat Areas in TFL 44 are now endangered.

These lands also include Horne Mountain above the world-famous Cathedral Grove, the Cameron Valley Firebreak, Kathum Creek, and other areas – about two-thirds of which are estimated to have now been logged. Much of McLaughlin Ridge could be logged within a few short weeks at the current pace of falling.

Time is short, and we are asking that Island Timberlands and the BC government show leadership to prevent the escalation and widening of the conflict over the company's logging operations.

We are asking that:

Island Timberlands immediately cease and desist from logging McLaughlin Ridge and other such critically endangered old-growth forests, including those formerly intended for protection by the provincial government in TFL 44.

The provincial government take responsibility and show leadership by working towards a conservation solution for these lands. The Ministry of FLNRO must follow through on the stipulation it made regarding the conservation of these known wildlife habitats when it was announced these lands would be removed from the Tree Farm Licence in 2004.

Sincerely,

Port Alberni Watershed-Forest Alliance
Ancient Forest Alliance (AFA)
Alberni Environmental Coalition
Arrowsmith Parks and Land-use Council
Canopy
Port Alberni Chapter of Council of Canadians
Canadian Parks And Wilderness Society (CPAWS)
Forest Ethics
Friends of Clayoquot Sound
Greenpeace Canada
Island Stance
Pulp, Paper, and Woodworkers of Canada (PPWC) union
Save the Day
Sierra Club BC
Valhalla Wilderness Society
Wilderness Committee

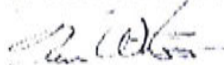


CITY OF PORT ALBERNI

PARKS AND RECREATION DEPARTMENT REPORT

TO: Ken Watson, City Manager
FROM: Scott Kenny, Director of Parks and Recreation
COPIES TO: Jacob Colyn, Parks Operations Supervisor
DATE: October 16, 2012

I concur, forward to next
Regular Council Meeting
for Consideration:


Ken Watson, City Manager

SUBJECT: Pesticide Bylaw

Issue:

This report includes proposed changes to the City of Port Alberni's Pesticide Reduction Bylaw

Background:

In April 2009 the City of Port Alberni approved Bylaw # 4720 in order to protect the natural environment by regulating and reducing the non-essential use of pesticides. The Bylaw included a permitting system which under the right circumstances, would allow for the use of restricted products. Since that time there have been no permits requested by Port Alberni Residents.

City staff have tried, and continue to use a number of alternative management vegetation control methods all of which had varying degrees of success. In addition, City Council approved the following applications:

- October 2010, approval to apply "Roundup", a non-selective herbicide product on selected Park and field locations; and
- May 2012, approval to apply "Weed and Feed" on Bob Dailey, Echo Park and Black Sheep fields.

Discussion:

Under the current terms of the Bylaw the City is able to apply for a permit to use restricted pesticides providing alternative maintenance techniques have been tried and the chemicals are applied by certified applicators. Our concern is the appearance of many City facilities due to the growth of weeds on ball diamonds, hard surface areas and shrub beds at a number of locations throughout the City and sportsfields. Since the approval of the bylaw we have tried and continue to use the following techniques, all of which have limited results:

- A. **Manual cultivation** – This has limited success, is labour intensive and with reduced staffing is not a practical solution. It continues to be one of the tools used but is not one that will allow us to keep pace with weed growth. For example, the stone surface located on the shrub and flower display at the intersection of Victoria Quay and Johnson Road was previously sprayed with Roundup on one occasion in the spring of the year. Weed growth was eliminated and resulted in minimal maintenance for the balance of the year. Without the use of the chemical, the area required manual weeding on many occasions over the

ENTERED

summer months and weed growth has expanded and become more aggressive. The same can be said with respect to the Johnson Road median adjacent Pacific Rim Mall where weed growth is extensive and expanding as the photo below shows.



Victoria Quay 2010 – rock has now been removed



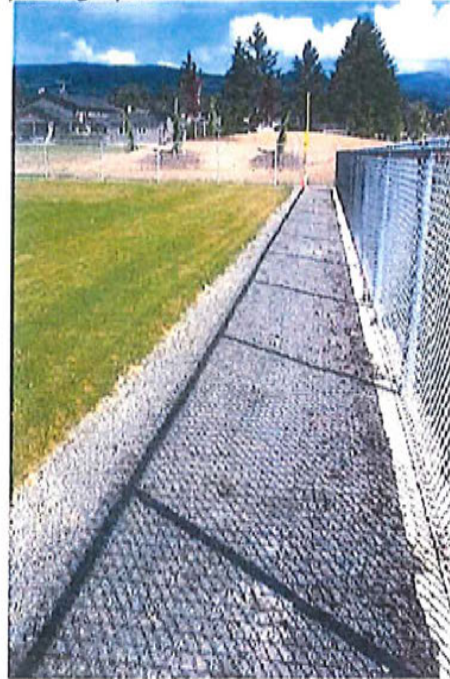
Johnson Rd. median – August 2010

- B. established mature plants it only burns the tops of established weeds and as such requires multiple applications in order to achieve some level of control.

- C. Hard Surface Areas - Burning** – We have used a propane gas torch on exposed soil areas in baseball fields in a labour intensive three week control program in 2010. At the new Klitsa ball fields we torched the exposed areas in April, June and September and as noted above, applied Eco Clear Vinegar on two other occasions. The crown of the roots were burned but the roots remained viable. We did find the torch to be effective on young seedlings. Despite the control methods used we now have established deep rooted grasses and clover on the exposed soil areas as noted on the following photographs.

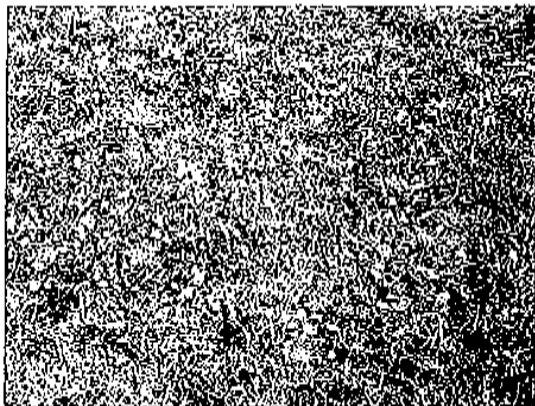


Torch on ball fields

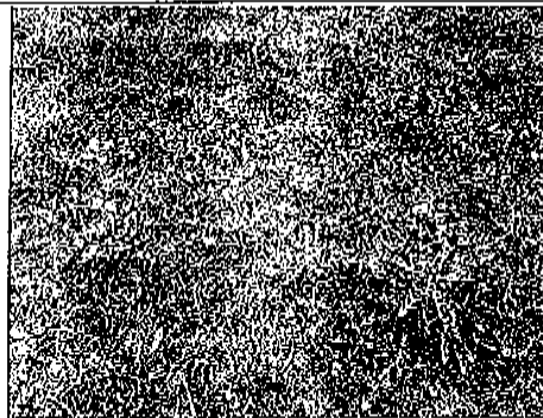


Klitsa field fence line after 5 applications

- D. Shrub Beds - Mulching** – As some of the shrub beds are weeded, we are applying a 100 mm layer of bark mulch over the clean surface. This not only helps to smother and control weeds but also retains moisture in the soil and cools the roots.
- E. Permitted Selective Herbicides (Sportsfields/Lawns)** – Products allowed under the current Bylaw including Eco Clear (Vinegar Solutions) are expensive and have limited success. We have found them to be effective when applied to small weed seedlings or very soft plant materials but on established mature plants it only burns the tops of established weeds and as such requires multiple applications in order to achieve some level of control. In the fall of 2011 we applied Fiesta, an iron based selective herbicide, to the lower sportsfield at Echo Park and Bob Dailey Stadium in an attempt to control excessive weed growth of Plantain, a broad leaf weed that is quickly spreading across the field. The product only burns the tops of the weeds only and has little or no effect on established roots, consequently the plants have returned.



Echo Park Sports Field Apr 2012



Bob Dailey Stadium April 2012

The cost of the Fiesta product is for this one fall application is excessive at \$2000 total or approximately \$1000 per field as compared to past applications of Killex type herbicides at \$200 per field. If an application was made to all existing Class 1 Sportsfields, the cost for a single application would be approximately \$8000 and to be completely effective up to four applications per year would be required at a total material cost of \$32000. While we have not experienced the use of Fiesta over a four year period, if we did use the material at the rate of four initial applications and then reduce to a total of two applications per year the total four year cost for product purchase would be approximately \$80000. The Killex product would require one application and past practice indicates it would be effective for approximately four years, at a total cost of \$1600 over the four years.

Some would state that Fiesta is safer to use however it should be noted that both Fiesta and Killex have low toxicity with an oral LD50 greater than 5000 mg per kg. considering that the Fiesta product takes longer to apply and also requires multiple applications, every 2 to 3 weeks to be effective, the contact period is far greater.

- F. Other Sportsfield Maintenance Options** – We are not alone in the charge to reduce pesticide use. There are other options for maintaining sports fields which include:
- Sod Replacement** – this is becoming more common since the weeds cannot be controlled. It requires an extended closure extensive field cultivation and grading and very expensive. The cost for replacement sod on a typical single sportsfield is \$25,000.
 - Artificial Turf** – Many of the newer sports fields are now being developed using artificial turf at a cost in excess of one million dollars. The new High School has the first artificial field in the Valley.

The Province of British Columbia recently completed the Report of the Special Committee on Cosmetic Pesticides. The Report covers the work of the Committee in the third and fourth sessions of the 39th Parliament of British Columbia in regard to its inquiry into the feasibility of a province-wide ban on the cosmetic use of pesticides. Their conclusion is as follows:

"Over the course of its inquiry the Committee studied the existing federal-provincial regulatory framework, heard varied opinions from over 8,600 e-consultation participants, and examined bans in other jurisdictions. The Committee concluded that despite the intensity of arguments in favour of a ban on the cosmetic use of pesticides and a general misunderstanding of the risks associated with chemicals, there is insufficient scientific evidence to support a province-wide

ban on pesticides for cosmetic use. The majority of the Committee supports using science-based evidence and will not restrict access to products that are approved for safe use in Canada. In its commitment to "protect the public and reduce the use of pesticides according to the IPM principles," the Committee has focused its recommendations on strengthening regulations on pesticide sales, monitoring and education. The unnecessary use of pesticides can be reduced by providing British Columbians and businesses with the education, tools and support necessary to make informed pest management decisions".

The current Bylaw includes a permitting system whereby residents may request approval of the Director of Parks and Recreation to apply restricted pesticides, such as Roundup or Killex. They must show that they have tried alternative management techniques. Since the approval of the Bylaw in 2009, we have received had no permit applications.

Options:

Having reviewed our management techniques over the past three years we believe that it is time to proceed with revisions to the Pesticide Bylaw. Three options are presented for consideration:

1. Continue with the existing Bylaw. Enforcement of the current Bylaw is not possible and the current permit system is not used therefore it should not continue.
2. Revising the Bylaw by deleting the permitting requirements and allowing applications on hard surface areas, sports fields and shrub beds.
3. Rescind the Bylaw, and let the Province take the lead on reduced and safe pesticide use in British Columbia. The Committee believes their recommendations will protect British Columbians from unnecessary exposure to pesticides, will provide improved education, will lead to safer use by unlicensed applicators, and will encourage the overall reduction of pesticide use while providing individuals, businesses and industries with access to the tools necessary to enhance their personal green spaces and control pests and invasive species

Recommendations:

The following resolution is proposed:

1. That Council for the City of Port Alberni rescind Bylaw 4720, Pesticide Reduction Bylaw;
2. That the City continues to follow an Integrated Pest Management plan with a continued focus on alternative use and the reduction of pesticide use in the City of Port Alberni;
3. That the City follow the applicable recommendations of the "Special Committee" to improve education; the safe use and the overall reduction of pesticide use in the City and the Province of British Columbia.

Respectfully submitted,



Scott Kenny

Director of Parks and Recreation

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