

RECEIVED

MAR - 7 2024

CITY OF PORT ALBERNI

Alberni Valley Museum  
and Heritage Commission



Heritage Commission Meeting  
February 7, 2024  
Minutes

Location:  
AV Museum

Attendees:

ACRD  
City Council  
Community at Large  
Community Arts Council  
Historical Society  
Industrial Heritage  
Maritime Heritage  
McLean Mill  
School District 70  
Staff

Penny Cote  
Charles Mealey  
Colin Schult  
Claudia Romaniuk  
Gareth Flostrand  
Richard Spencer  
Don Jones  
Elliot Drew  
Pam Craig  
Willa Thorpe

<input checked="" type="checkbox"/> Council	<input type="checkbox"/> Economic Development
<input checked="" type="checkbox"/> Mayor	<input type="checkbox"/> Engineering/PW
<input checked="" type="checkbox"/> CAO	<input type="checkbox"/> Parks, Rec. & Heritage
<input type="checkbox"/> Finance	<input type="checkbox"/> Development Services
<input checked="" type="checkbox"/> Corporate Services	<input type="checkbox"/> Community Safety
<input checked="" type="checkbox"/> Agenda	<input type="checkbox"/> Other

File # 0540-20-AMHC *RCM Mar 11/24*

Regrets:

Chamber of Commerce  
Hupačasath First Nation  
čišaaʔath (Tseshaht) First Nation


Called to order: 7:04pm

1. Moved by Elliot that the agenda of the February 7, 2024 meeting be approved as amended.
2. Moved by Pam, seconded by Colin, that the minutes of the January 3, 2024 meeting be approved as circulated.
3. Old Business
  - a. Relocation of the Two Spot Locomotive
    - i. At the Committee of the Whole meeting on January 15, Council considered staff's recommendation to include \$125,000 as part of the 2024 – 2028 Financial Plan discussion for the purpose of relocating the Two Spot locomotive to the Train Station.
    - ii. At the regular meeting on January 22, Council passed a motion to *Include up to \$125,000 as part of the 2024 – 2028 Financial Plan for the purpose of relocating the Two Spot locomotive to the Train Station with costing to be determined in conjunction with the completion of the Parks, Recreation and Culture Master Plan.*
  - b. Heritage Week 2024
    - i. No plans for Commission member organizations to participate in Heritage Week events; Elliot will reach out to members in April regarding future dates
4. Correspondence
  - a. BC Arts Council – 2024 grant
    - i. \$65,000 operating grant has been received




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- b. Commission Reappointment – ACRD
  - i. Director Cote has been reappointed as the representative and Director Sparrow reappointed as the alternate
- c. City of Port Alberni – Train Station RFP
  - i. Twin City Brewing is the successful proponent from the Train Station Request for Proposal process as the lessee at the Train Station
- 5. New Business – none
- 6. Reports
  - a. Industrial Heritage Society



## Western Vancouver Island Industrial Heritage Society



### February 7<sup>th</sup>, 2024 Report to the Heritage Commission

1. WVIHS Members are back at work after a short break over the Christmas season. Restoration work to the 1957 Hayes continues at the Industrial Heritage Centre. At the APR Roundhouse, crews continue work on cleaning the grounds and building and setting up displays. Crews have also been working on the #102 Comox Logging Crew Speeder.
2. A Washroom renovation at the IHC has begun. The entire room has been painted, and some toilet repairs are soon to come.
3. Mark your calendars! Our Annual General Meeting will be held on February 21<sup>st</sup>, 2024 at 7:00pm at the Steelworkers Union Hall (4904 Montrose St). Our guest speaker this year will be Al Boyko speaking on the topic of Logging in the Alberni Valley, with photos from Don Watt's Collection.
4. WVIHS Members have been hard at work budgeting for our three areas of Operations, Activities at McLean Mill, Operation and Maintenance at the APR Roundhouse and Operation and Maintenance at the Industrial Heritage Centre. Budgeting continues through our AGM.
5. The WVIHS is looking for new Directors who have an interest in assisting in board duties, project planning, budgeting, office duties, or any other areas of support. If you know of someone interested in running for director of the WVIHS, please contact Vice-President Richard Spencer at [ihsportalberni@gmail.com](mailto:ihsportalberni@gmail.com), or attend our AGM.
6. Memberships renewals are open for 2024. Anyone wanting to renew a membership or become a new member of the WVIHS can do so by attending our AGM, visiting the Industrial Heritage Center during open hours or going online to [www.ihsportalberni.ca/membership](http://www.ihsportalberni.ca/membership).





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b. Maritime Heritage Society



**Port Alberni Maritime Heritage Society**  
**February 7, 2024 Report to the Heritage Commission**

**Open Hours**

Currently, we do not have scheduled open hours for the public until March 15, 2024. Groups can make bookings to view the Gallery and/or the Lighthouse by contacting our Facilities Coordinator, Chris Johnson. Social media posts continue to be posted during this closed period.

**Art Sale Exhibit and Fund Raiser**

We are reaching out to artists to produce maritimed themed pieces of art which will be chosen by a committee of our Directors to be displayed and for sale in the Hutcheson Gallery in May of 2024. A poster has been created and sent to Melissa Martin at The Grove who is going to promote this event to the Alberni Valley art community. Artists have until the end of April to submit a photo of their work to our Facility Coordinator.

**Gift Shop Consignment**

We are now including, on a consignment basis, local art and craft items in our Gallery Gift Shop. Local artist Guy Langlois has three paintings hanging in the Gallery. Please contact our Facilities Coordinator, Chris Johnson, if you are interested in viewing his paintings.

**Space Rentals Available**

On January 29 a small wedding party booked the Lighthouse for their wedding ceremony. Both the Lighthouse and the Gallery are available for special event rentals on a very affordable basis. We welcome bookings for weddings, birthday parties and other family events. Please check our Facebook page or contact our Facility Coordinator for rates and availability.

**Lighthouse Upgrades**

We are currently fundraising towards our goal of \$80,000 to undertake exterior upgrades to our Iconic waterfront lighthouse structure and have received grants totaling \$19,000 for the project. Many thanks are extended to the Alberni Valley Community Foundation, the Alberni District Cooperative Association Community Investment Fund, Coulson Aircrane Inc., the Port Alberni Port Authority and Cataylst Paper for their support. We are also expecting a \$10,000 donation from the Alberni Valley Community Forest which was approved by City Council in January.

**Historical Society Joint Meeting**

Scheduled for April 17, 2024 is a joint meeting between the Alberni District Historical Society and the Port Alberni Maritime Heritage Society which will be held at 7:00 pm. in our Gallery.

**Contact Information**

Telephone	250-723-6164
Website	portalbernimaritimeheritage.ca
Facebook	maritimediscoverycentre
Email	portalbernimhs@gmail.com

Submitted by Don Jones, PAMHS Alternate to the Heritage Commission



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c. Historical Society

- i. A big thank you to all our very dedicated volunteers for putting in 242.25 volunteer hours in January.
- ii. 2024 Historical Society membership is now due. \$10 per calendar year. You can pay by cash, cheque or e-transfer.
- iii. A few of our volunteers are working on paper donations given to the Archives. They have been sorting and cleaning these precious documents. If the document is on old paper (50 yrs or more) it will likely not be acid-free. Paper & ink will fade or become brittle over time. These older documents will be typed (word for word, including spelling & grammar mistakes) on acid-free paper to be kept with the original. These are just a few of the "jobs" done by our volunteers.
- iv. If you have any or know of anyone who has paper treasures and would like to donate them to the Archives, please contact the Archives, Tuesday – Thursday, 11 am – 3 pm.

d. Regional District

- i. The ACRD is reviewing the 2024 - 2029 budget to be finalized March 28th, 2024.
- ii. Director Cote has been attending many Provincial forums on housing, water and other priorities.
- iii. Director Cote is requesting the ACRD to form a water committee to review long term water for the valley and west coast.
- iv. Vancouver Island Regional Library budget include unaffordable increases.
- v. Sproat Lake Community Association is holding their AGM on Monday February 26 proposing changes to the constitution to better reflect their actual mandate.
- vi. AVICC Association of Vancouver Island and Coastal Communities AGM convention is April 14 - 16, 2024. This is the 75th anniversary. We have 3 students attending. We are having Connie Watts design a commemorative pin to mark the 75th.





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## ALBERNI-CLAYOQUOT REGIONAL DISTRICT

# KEEPING YOU CONNECTED

### Highlights from the Alberni-Clayoquot Regional District (ACRD) Board of Directors Meetings - January 2024

#### JANUARY MEETINGS

##### STAFF RECOGNITION

The Board of Directors were officially introduced to news staff members Cynthia Dick, General Manager of Administrative Services, and Brooke Eschuk, Junior Planner.



(Left) On behalf of the ACRD, Board Chair John Jack (left) and CAO Daniel Salland (middle) recognized Mike Irg, General Manager of Planning and Development, for his 25 years of service with the ACRD at the January 10 Board Meeting.

(Right) The Board also recognized the Region's Airport Manager Mark Fortune for his years of service with the Region. Officially, Mark has worked for the Region for 10 years, but his time working for the Region is closer to 25 when you count the years he spent working as a contractor. Chair John Jack (right) and General Manager of Community Services Jenny Brunn (middle) made the presentation on January 24.



##### LOG TRAIN TRAIL MANAGEMENT PLAN MOVES FORWARD

The Board of Directors adopted the Log Train Trail Regional Park Management Plan. Staff will incorporate operational action items into the 2024-2028 workplan and Regional Parks Service Financial Plan. The Log Train Trail lease agreement with the Ministry of Transportation and Infrastructure will be updated to reflect the plan. Direction was also given for staff to investigate expanding the ACRD managed area of the Log Train Trail network to improve access to connectivity to the main trail corridor and to consider options of engagement for local input into the development of a Regional Parks and Trails Committee.

##### SUPPORTING SUSTAINABLE FOOD SYSTEMS

Following a presentation regarding the Vancouver Island Bioregional Food System Project: Planning for Resilience and Community, the Board agreed to allow staff to work in partnership with Kwantlen Polytechnic University in their Bioregional Food system study for Vancouver Island and to provide a letter of support for their grant application/s.

#### CONTRACTS AWARDED

- Smith Road Watermain Replacement contract was awarded to Leuco Construction Inc.
- Long Beach Golf Course and Campground (Long Beach Recreational Cooperative) for lease lot LS-2024001 - 10-year lease agreement approved
- West Coast Landfill Operations contract was awarded to Berry and Vale Contracting Ltd. for a five-year term
- West Coast Landfill Cover Building contract was awarded to SpanMaster Structures Ltd.

#### GETTING READY FOR OFFICIAL COMMUNITY PLAN PROCESS

The Board of Directors reviewed the OCP updated Work Plan and Engagement Strategy and will be proceeding with comprehensive updates to the Electoral Area Official Community Plans in the following order:

1. South Long Beach and Sproat Lake,
2. Beaver Creek and Beaufort,
3. Bamfield and Cherry Creek.

The ACRD will be issuing a request for proposals to hire a consultant to lead the updates to the six Electoral Area Official Community Plans. The process is expected to start in the spring of 2024 and conclude by the end of 2027.

#### ENDORISING RESOLUTIONS FOR AVICC CONFERENCE

Association of Vancouver Island and Coastal Communities Conference will be held April 12-14, 2024. The Board endorsed resolutions regarding drought and the need to conduct inventory of surface and groundwater availability and to plan for freshwater storage requirements to a minimum 50-year threshold. The second resolution endorsed was for permanent establishment and maintenance of emergency routes and for an inventory of active forestry roads that could be maintained for emergency evacuation purposes.

#### BYLAWS:

- Bylaw P1461, Sproat Lake Official Community Plan Amendment Bylaw was adopted (rezoning)
- Bylaw P1462, Regional District of Alberni-Clayoquot Zoning Atlas Amendment Bylaw was adopted (rezoning)

The next meetings of the ACRD Board of Directors takes place on February 14 and February 28.

#### BOARD OF DIRECTORS

<b>Chair: John Jack</b> Huu-ay-aht First Nations	<b>Director Valda Siga</b> Electoral Area "C" Long Beach	<b>Mayor Sharie Minions</b> City of Port Alberni	<b>Councillor Moriah Cootes</b> Uchucklesaht Tribe Government
<b>Councillor Debbie Haggard</b> City of Port Alberni (vice-chair)	<b>Director Penny Cote</b> Electoral Area "D" Sproat Lake	<b>Councillor Tom Stere</b> District of Tofino	<b>Levana Mastrangelo - Executive Legislator</b> Yuululit (Rath) Government
<b>Director Bob Beckett</b> Electoral Area "A" Bamfield	<b>Director Susan Roth</b> Electoral Area "E" Beaver Creek	<b>Mayor Marilyn McEwen</b> District of Ucluelet	For more information, visit the ACRD Website ( <a href="http://www.acrd.bc.ca">www.acrd.bc.ca</a> ) or contact the Manager of Administrative Services at 250-720-2731 or e-mail <a href="mailto:hzenner@acrd.bc.ca">hzenner@acrd.bc.ca</a> .
<b>Director Fred Boyko</b> Electoral Area "B" Beaufort	<b>Director Mike Sparrow</b> Electoral Area "F" Cherry Creek	<b>Councillor Kirsten Johnsen</b> Toquaht Nation	

250-720-2700   [www.acrd.bc.ca](http://www.acrd.bc.ca)   3008 Fifth Ave.   @ACRDgov



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- e. Community Arts Council
  - i. Gallery Art Exhibits
    - 1. January 30 to February 16 – A Life's Work. The works of E.J. Miller-Towle; a look at her career as a commercial artist and illustrator.
    - 2. February 22 to March 22 – Cairis Wall and Lorne McNab – Mixed Media. Meet and Greet Saturday February 24, 1-3 pm
  - ii. Gallery Attendance – for December 930 people
  - iii. Workshops
    - 1. 2 day beginner – Paverol Workshop with Cheryl Frehlich – March 16 and March 23
    - 2. Beginner Coloured workshop with Jim Sears, Saturday, February 24th.
  - iv. Fundraisers
    - 1. Greater Victoria Police Chorus – Sunday April 14, 230 , ADSS Auditorium. Tickets \$30.
    - 2. Book Sale – Mother's Day weekend. Athletic Hall  
We need books. Drop off at the Quay
  - v. Changes to the Arts Council
    - 1. The city gave us a lease which we have agreed to.
    - 2. Arts Administrator - We have been advertising for a new administrator for a couple of weeks.
    - 3. We will be advertising for a second gallery assistant. We are looking for someone with a blend of creativity, technical skills, and a passion for the arts.
    - 4. We will have a new president of the Arts Council, Angela Scaley
    - 5. We will have 2 new board members, but 2 board members have left.





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#### f. Chamber of Commerce



2533 Port Alberni Highway  
Port Alberni, BC V9Y 8P2  
T: 250-724-6535  
office@albernichamber.ca

February 6, 2024

#### **Chamber & Visitor Centre Report to Heritage Commission** Submitted by Jolleen Dick, Chief Executive Officer

##### **Chamber of Commerce**

It's Chamber Week next week from Feb 12 – 16, 2024 and we'd like to take the opportunity to reintroduce what the Chamber does.

The Alberni Valley Chamber of Commerce is the "voice of business" for the entire region. Our vision is to make the Alberni Valley a vibrant and prosperous business-friendly community.

Registered under the Federal Board of Trade Act, the Chamber is a non-profit, membership-driven organization governed by a volunteer board of directors. We are focused on continually improving the business climate in the community. We provide leadership, advocacy, services, and information to businesses and community organizations enabling economic growth and prosperity.

We do this through sharing information via our channels and hosting Chamber events such as our Chamber Breakfasts and Luncheons. We are part of a larger network through the BC Chamber of Commerce and Canadian Chamber of Commerce, both allowing us to advocate to senior levels of government to improve policies for our business climate.

We maintain fee-for-service agreements with the City of Port Alberni and Destination BC to operate the Port Alberni Visitor Information Centre. We also have a fee-for-service agreement for the operation of McLean Mill National Historic Site.

We look forward to welcoming new members in business and not-for-profit into our growing network.

##### **Visitor Centre**

##### **2023 Year in Review**

The Port Alberni Visitor Centre had a fluctuation in visitation rates in 2023, compared to the previous year. The month-to-month visitation rates varied significantly due to several factors such as the road closure on Highway 4. The Visitor Centre extended its services beyond regular business hours, offering public washrooms and information and some statistics may not have been captured fully.

In 2023, the Port Alberni Visitor Centre was operational for 2,079 hours, engaging with 8,412 visitors. This represents a 31% increase in operational hours from 2022. The extension of hours was particularly notable during the wildfire incident on Highway 4 and included opening on Saturdays during the fall and winter months to provide additional work experience opportunities for Canada Summer Jobs students.

We experienced a significant increase in call volume, up 152% from the previous year, again, largely due to inquiries related to the Cameron Bluff's Wildfire, road closures, and detour information. Additionally, fluctuations in visitation rates were influenced by BC Ferries delays, affecting the flow of visitors to Vancouver Island.

*Respectfully conducting our business on the unceded traditional territory of the Hupacasath and Tseshah (cišaaʔath) First Nations.*



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2533 Port Alberni Highway  
Port Alberni, BC V9Y 8P2  
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office@albernichamber.ca

The Ambassador Program and our volunteers in 2023 weren't operational, due to the closure of McMillan Provincial Park because of the wildfire, which also impacted our collected statistics as they are included when the program is operational.

In December 2023, 4VI (Tourism Vancouver Island) was engaged to support Visitor Services and assist in planning for the 2024 season. This collaboration aims to refresh the tools, processes, and information used in the Visitor Centre and to provide support and training for new hires in the upcoming spring and summer.

#### 2024 Year Ahead

We are well-positioned to continue welcoming visitors from all over the world and provide information services as the gateway to the Pacific Rim. With the introduction of the MRDT (Alberni Valley Tourism) and Bamfield Road upgrades, we anticipate seeing an increase in visitation.

We look forward to attracting more visitors to the Alberni Valley than in any year since 2020. With continuous improvements to our product knowledge database, retail operations and offerings at the McLean Mill National Historic Site, we are optimistic about a strong year ahead with fewer environmental challenges.

We plan to revamp our training programs and extend the benefits to the broader community, supported by an application for funding through BC's REDIP program.

Enhancing the accessibility of the Visitor Centre is a key objective, with plans to install automatic door openers for the main entrance and accessible washrooms and are seeking grant funding to assist with these upgrades.

We're excited about what the year 2024 will bring and look forward to supporting the community.

#### Statistics Summary for the Port Alberni Visitor Centre

	2023	2022
Total Hours Open	2,079.00	1586.5
Total Parties	4400	4365
Total Visitors	8412	7083
Total Phone Calls	666	264
Total Mails/Fax/Email	4	10
Total Social Media	0	0
Total Buses	6	1

Source: <https://www.networkstats.tourismbc.com/>





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g. McLean Mill

- i. Since returning to work after the Holidays, January has been a month of inventory, bookkeeping and planning. A deep look into last year and a review of our interactions with visitors have given us some new directions to ensure we continue to grow and in a consistent and financially sound manner.
- ii. While larger tour groups are still viable and booking, smaller and individual tours are no longer the preferred way for visitors to experience the site and this is having a large impact on our bottom line. Last year only 63 visitors paid to have a guided tour outside of large organized tours. Most visitors are wanting to explore the site on their own terms and timelines. To ensure that we are providing a great experience that truly highlights the heritage and significance of the Mill, we are planning to create a more open, self-guided model using signage and staff to supervise open buildings and provide short presentations at the mill and steam donkey. This way guest can move around the site and learn in the way that best suits them. As this experience will be set up and available during all open hours, we are looking to return to an admission model for high season (May-long weekend till end of Sept):  
Adults - \$10  
Senior – Student - \$5  
Children under 8 – Free
- iii. We are also trying to plan Sunday Steam Days with the IHS and are in talks with the Arts Council to provide a Tea on the Terrace type event during July and Aug. These events along with other community groups, private bookings and weddings are filling our calendar quickly.
- iv. We are also working hard to clean out some of our hidden corners and take stock of some of our additional sundry items to create much needed storage space in the McLean Hall as we are hoping to return a standing exhibit of some sort to this space for the upcoming season.
- v. On site the work on our septic system upgrade has begun and crews will be on site until possibly mid-March to complete the first phase of the long-awaited project. We are so grateful to all City staff who have allowed us to collaborate in the planning of this project that will serve the needs of our guests for many years to come. However, because of the nature of this project we are not able to plan events till this project is done, as the work must be allowed to progress as quickly as possible to fit in the timeline, so we have made the decision to cancel our Heritage week activities for this year.

h. School District

- i. The next Pacific Rim Board of Education Regular Public Meeting is Tuesday February 27, 2024 at Wood School at 5pm. The next public meeting is March 12, 2024 at Eighth Avenue Learning Centre (Last Day for classes is March 15 for Spring Break – Students return to class April 2nd after Easter Weekend). Fri Feb 16, Non-instructional Day, no classes and Feb 19 in 'Family Day' no classes.



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- ii. The Alberni Valley Wrestling Club Annual Invitational was held Feb 2 & 3 at ADSS. Over 450 wrestlers participated. Teams came from all over Vancouver Island and the Lower Mainland. This prestigious event is not a School District event as it is fully organized by the AV Wrestling Club, however, 99.9% of the organizers, coaches and officials are District personnel and many Pacific Rim students are participants.
  - iii. Pacific Rim School District focus on Literacy Week Jan 22 through Jan 26, with guest readers for many classes presented by Trustees, Superintendent, and senior staff. 25th Year of Family Literacy Day Celebration Feb 3 and Youth Fun Night Feb 2 at Glenwood Centre sponsored by Alberni Valley Child and Youth Network was a huge success. Many families took advantage of great activities for the whole family.
  - iv. The School District website has public information bulletins highlighted for Kindergarten Registration for children born in 2019 and new or revised Policies post for public consultation.
- 
- i. Community at Large – no report
  - j. City Council





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## CITY COUNCIL MEETING SUMMARY

An information report summarizing the Regular meeting of Council held January 22, 2024.  
This is not the official minutes. For more information, please contact the Corporate Services department at 250.723.2146 or email: [corp\\_serv@portalberni.ca](mailto:corp_serv@portalberni.ca)

### ■ CORRESPONDENCE

#### Shadow Minister for Mental Health and Suicide Prevention

Council directed staff to display the 988 Suicide Crisis Helpline poster in all City facilities.

Council also received their correspondence summary which included letters from:

- Vancouver Island Regional Library | 2024 Budget Increase
  - Ministry of Public Safety and Solicitor General | Follow up letter Re: 2023 UBCM Convention Meeting
  - Alberni Valley Museum and Heritage Commission Minutes | December 6, 2023
  - Union of BC Municipalities Local Government RCMP Committee Appointments
- Council nominated Councillor Patola [Solda as alternate] to be considered by UBCM for the Local Government RCMP Contract Management Committee.

### ■ PROCLAMATIONS

#### Kinsmen Club of Port Alberni

Council proclaimed February 16 – 23, 2024 as 'Kinsmen and Kinette Week' in Port Alberni and authorized flying the Kin Canada flag at City Hall in recognition.

#### Heritage BC

Council proclaimed the week of February 19 – 25, 2024 as 'Heritage Week' in Port Alberni.

### ■ REPORT FROM IN-CAMERA

#### Appointments

Council released for public consumption, the appointment of Jack Roland to the Advisory Planning Commission for a two-year term commencing January 1, 2024 to December 31, 2025 and John McNabb to the Board of Variance for a three-year term commencing January 1, 2024 to December 31, 2026.

### ■ NEW BUSINESS

#### Connect the Quays Pathway

Council approved \$1,253,411 in funding from the Growing Communities Fund in the 2024-2028 Financial Plan to complete the third and final phase of the Connect the Quays Pathway along Dry Creek and Roger Creek.

#### Western Vancouver Island Heritage Society

Council directed the following with regards to WVIHS:

- That staff enter into negotiations for the purpose of establishing a formal agreement with the Western Vancouver Island Industrial Heritage Society regarding activities at the Roundhouse and McLean Mill for Council consideration.
- Include up to \$125,000 as part of the 2024 – 2028 Financial Plan for the purpose of relocating the Two Spot locomotive to the Train Station with costing to be determined in conjunction with the completion of the Parks, Recreation and Culture Master Plan.
- Defer action on any rail crossings, associated track, or provision grants for the operation of the Alberni Pacific Railway, until the results of the grant application to the Island Coastal Economic Trust are available to the public.
- Staff to obtain a quote from the Municipal Insurance Association of BC to add the Western Vancouver Island Heritage Society as an Associate Member to the City's current insurance policy.
- Staff to confirm with the Western Vancouver Island Industrial Heritage Society any outstanding items from the third-party contractor's safety plan requirements and for the WVIHS to provide the City with a quote for infrastructure replacement at the Old Time Logging Show for Council consideration during the 2024 – 2028 Financial Plan review.
- Staff to obtain a quote from Municipal Insurance Association of BC for insurance coverage for the Old Time Logging Show, and for the City to explore entering into a formal agreement with Mosaic for the purpose of accessing Mosaic's land for the Old Time Logging Show.
- That the Western Vancouver Island Industrial Heritage Society prepare a community focused train operational plan for the first



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season featuring a speeder use and community events.

- Staff to contact Technical Safety BC to clarify what is required to operate on the short track route as proposed by the Alberni Pacific Railway.

**2024 Association of Vancouver Island and Coastal Communities AGM & Convention Resolution Submissions**

Council directed staff to submit the following resolutions for consideration at the 2024 Association of Vancouver Island and Coastal Communities [AVICC] AGM & Convention:

- That AVICC & UBCM urgently request the Province of British Columbia to provide modern and reliable communications, such as Starlink, to responding agencies that are handling motor vehicle incidents on the province's behalf to ensure seamless communication and enhance the safety and effectiveness of responders;  
And further, that the Province of British Columbia collaborate with telecommunication providers to improve overall communications infrastructure in areas where motor vehicle incidents occur frequently including expanding coverage, improving network reliability, and exploring innovative solutions to address communication challenges in remote and underserved areas.
- That AVICC & UBCM urgently appeal to the Province of British Columbia to take immediate steps to adequately staff and operate pre-hospital care services autonomously, assuming full responsibility for pre-hospital care, alleviating the burden on local governments and ensuring the provision of efficient and effective emergency medical services OR alternatively, that the Province of British Columbia take immediate steps to provide adequate funding to local governments to cover the cost of Fire Department First Responder programs to help alleviate the financial strain on local governments and ensure the continued provision of essential pre-hospital care services.
- That AVICC & UBCM urgently appeal to the Province of British Columbia to develop an equitable Police Services funding program for all BC municipalities and regional districts that takes into account the financial capacity and population size of each jurisdiction, as well as the additional demands placed on police services due to systemic social issues outside of a municipality's mandate.

- That AVICC & UBCM appeal to the Province of British Columbia to provide long-term sustainable funding for public libraries in BC; And further, that the Province ensures that BC libraries receive regular increases to Provincial Government funding in subsequent years.
- That that AVICC & UBCM appeal to the Province of British Columbia to increase funding for rural colleges in British Columbia to support their operations, programs, and services;  
And further, that the Province develop a standard of college funding more closely reflecting the real costs of providing required training and education to the population of rural British Columbia.

**RCMP Contract and Administrative Services**

Council directed funding within the 2024-2028 Financial Plan related to RCMP contract and administrative services as follows:

- Fund 32 RCMP officers from general taxation and 2 from surplus to fund 34 RCMP Officers in total as per the contract commitment and as based on actual utilization;
- Allocate funds from Surplus to fund Community Policing services in 2024, and that Council consider moving to taxation for the years 2025 forward.

**Community Action Team**

Council endorsed the establishment of a City administrative committee for the Port Alberni Community Action Team, a community-led initiative in response to the overdose crisis, and further recommended that the City obtain insurance coverage for appropriate members and volunteers.

**Vancouver Island Regional Library**

Council to engage in further discussions prior to renewal of the lease between the City of Port Alberni and the Vancouver Island Regional Library.

**Traffic Advisory Committee**

Council approved the Terms of Reference for the Traffic Advisory Committee.

**Development Variance Permit | 4821 Heath Road**

Council authorized the issuance of Development Variance Permit No. 120 to permit granting the following variances to the Zoning Bylaw at 4821 Heath Road:

- Vary Section 5.10.2 RR2 Site Development Regulations to increase the Maximum Coverage from 33% to 38% for a variance of 5%.
- Vary Section 6.12.1 Projections to increase the maximum projection of an Open Porch into a required front yard from 1.85 m (6.1 ft) to 4.18 m (13.7 ft) for a variance of 2.33 m (7.6 ft).





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**5170 Argyle Street | Remedial Action**

Council imposed a remedial action order for the property located at 5170 Argyle Street.

**UBCM Housing Summit**

Council authorized virtual attendance for interested Council members at the UBCM Housing Summit taking place February 13 & 14, 2024. The Summit will focus on the continuing crisis in housing affordability and attainability, and consider the effects of recent provincial housing legislation changes.

■ **QUESTION PERIOD**

**Kim Boltman**

Asked clarifying questions related to AVICC resolution submissions and the remedial action process.

■ **COUNCIL MEETINGS**

The City of Port Alberni is now offering hybrid Council and Committee of the Whole meetings. We encourage you to remain informed on City business and community topics through the following options:

- Attend in-person in City Hall, Council Chambers, located at 4850 Argyle Street
- Livestream @ [www.portalberni.ca](http://www.portalberni.ca)
- Join online or by phone using MS Teams

Regular Council meetings are held at 2:00 pm on the second and fourth Monday of each month. All meeting recordings are posted on the City website for viewing.

Complete Council agendas including all correspondence and reports are available at [portalberni.ca](http://portalberni.ca). Generally, these are posted the Friday before each Regular Council meeting and are archived on the site.

The Council Summary is prepared following each regular Council meeting and posted on the City's website. You can also visit the City website and sign up to receive summaries delivered directly to your inbox.

For more information related to Council meetings, including how to participate, please visit [www.portalberni.ca/council](http://www.portalberni.ca/council). You may also contact the Corporate Services department at 250.723.2146 or email [corp\\_serv@portalberni.ca](mailto:corp_serv@portalberni.ca).

■ **MEETINGS AT A GLANCE**

**Monday, January 29<sup>th</sup>**

6:00 pm | Committee of the Whole  
Council Chambers

**Monday, February 5<sup>th</sup>**

6:00 pm | Committee of the Whole  
2024-2028 Financial Plan Overview  
Council Chambers

**Wednesday, February 7<sup>th</sup>**

7:00 pm – Alberni Valley Heritage Commission  
Alberni Valley Museum

**Monday, February 12<sup>th</sup>**

2:00 pm | Regular Council  
Council Chambers

k. Museum

- i. Our new Education Curator starts on April 1
- ii. The spring session of Film Fest is sold out
- iii. The spring Leisure Guide will go live in March and will cover Museum programs and events from March – August

l. Hupačasath First Nation – no report

m. čišaaʔath (Tseshaht) First Nation – no report



**Heritage Commission Meeting**  
**February 7, 2024**  
**Minutes**

7. Next Meeting
  - a. March 6 → 7pm (AV Museum)
8. Moved by Penny to adjourn at 8:35pm.