
AGENDA - REGULAR MEETING OF COUNCIL
Monday, April 8, 2024 @ 2:00 PM
In the City Hall Council Chambers & Via Video-Conference
4850 Argyle Street, Port Alberni, BC

The following pages list all agenda items received by the deadline [12:00 noon on the Wednesday before the scheduled meeting]. 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 please refer to the City's website portalberni.ca or contact Corporate Services at 250.723.2146 or by email corp_serv@portalberni.ca

Watch the meeting live at www.portalberni.ca
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A. CALL TO ORDER & APPROVAL OF THE AGENDA

1. Council would like to acknowledge and recognize that we work, live and play in the City of Port Alberni which is situated on the unceded territories of the Tseshaht [čišaaʔath] and Hupačasath First Nations.
2. Late items identified by Councillors.
3. Late items identified by the Corporate Officer.
4. Notice of Video Recording (live-streaming and recorded/broadcast on YouTube).

That the agenda be approved as circulated.

B. ADOPTION OF MINUTES - Page 5

1. Minutes of the Special meeting held at 4:20 pm and Regular Council meeting held at 2:00 pm on March 25, 2024 be adopted, as presented.

C. DELEGATIONS

1. **Introduction | Manager of Asset Management Initiatives**
Andrew McGifford, Director of Finance to introduce Keith Orchiston, Manager of Asset Management Initiatives.

D. UNFINISHED BUSINESS

Includes items carried forward from previous Council meetings.

1. **Five Year Financial Plan Q&A Summary - Page 11**
Summary of questions and responses as it relates to the 2024-2028 Financial Planning process.

E. STAFF 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 April 8, 2024, be received and the cheques numbered _____ to _____ inclusive, in payment of accounts totalling \$_____, be approved.

F. BYLAWS

Bylaws are required for the adoption of regulations, financial plans, changes to land use policy and to approve borrowing. A bylaw requires four separate resolutions to be adopted and must be considered over a minimum of two [2] Council meetings. Each reading enables Council to reflect on the bylaw before proceeding further.

1. 2024-2028 Financial Plan | Adoption - Page 19

Report dated March 28, 2024 from the Director of Finance requesting Council consideration for adoption of the proposed bylaw.

THAT "City of Port Alberni 2024 – 2028 Financial Plan Bylaw No. 5097, 2024" be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5097.

2. Tax Rates Bylaw - Page 57

Report dated April 3, 2024 from the Director of Finance requesting Council consideration of three readings of the proposed bylaw.

a. THAT "City of Port Alberni Tax Rates Bylaw No. 5104, 2024" be now introduced and read for a first time.

b. THAT "City of Port Alberni Tax Rates Bylaw No. 5104, 2024" be read a second time.

c. THAT "City of Port Alberni Tax Rates Bylaw No. 5104, 2024" be read a third time.

G. CORRESPONDENCE FOR ACTION

Correspondence addressed to the Mayor and Council where there is a specific request may be included on an agenda. Correspondence regarding personnel matters, legal action and/or items of a confidential nature will not be included. Correspondence addressed to Council that is administrative or operational in nature will be circulated to Council weekly and referred to the appropriate department for review and follow-up where necessary.

1. Loaves and Fishes Community Food Bank Society | Support for Warehouse Project - Page 64

Email dated March 18, 2024 from the Loaves and Fishes Community Food Bank Society requesting support for the new Loaves & Fishes warehouse.

THAT Council direct staff to prepare a letter to the Minister of Housing, Infrastructure and Communities on behalf of the Loaves and Fishes Community Food Bank Society in support of their funding request to construct the new 25,000 sq.ft. warehouse in Nanaimo, BC.

H. PROCLAMATIONS

1. **Fondation Émergence | International Day Against Homophobia and Transphobia - Page 67**
Letter dated March 22, 2024 from Fondation Émergence requesting a proclamation.
THAT Council on behalf of Fondation Émergence, proclaim May 17, 2024 as 'International Day Against Homophobia and Transphobia' in Port Alberni.
2. **Walk for Values | Human Values Day - Page 69**
Email dated March 26, 2024 from Walk for Values requesting a proclamation.
THAT Council on behalf of Walk for Values, proclaim April 24, 2024 as 'Human Values Day' in Port Alberni.

I. CORRESPONDENCE FOR INFORMATION

Correspondence found here provides information to Council. Correspondence regarding personnel matters, legal action and/or items of a confidential nature will not be included. Correspondence addressed to Council that is administrative or operational in nature will be circulated to Council weekly and referred to the appropriate department for review and follow-up where necessary.

1. **Correspondence Summary - Page 70**
 - a. Alberni-Clayoquot Regional District | Food Security Emergency Planning Grant Award & Emergency Support Services Grant Award
 - b. The Alberni Project Society and HMCS Alberni Museum and Memorial | Invitation to the 80th Anniversary of the Sinking of HMCS Alberni Ceremony and Exhibit August 21, 2024
 - c. Ministry of Agriculture and Food | Invitation to a Presentation on Land Use Planning for Agriculture
 - d. Association of Vancouver Island & Coastal Communities | United Way BC 2024-2025 Community Investment Grants
 - e. Town of Osoyoos | Support for Legislative Changes - Personal and Defamatory Attacks on Municipal Leaders
 - f. PRIMECorp | 2024-2025 Budget
 - g. Municipal Pension Retirees' Association | Support for Council Seniors Advocacy Resolution

J. REPORT FROM IN-CAMERA

K. COUNCIL REPORTS

1. **Council and Regional District Reports**
THAT the Council reports outlining recent meetings and events related to the City's business, be received.

L. NEW BUSINESS

New items of business requiring Council direction as well as an opportunity for Council to raise issues as a result of the business of the meeting or to identify new items for subsequent meetings by way of a 'Notice of Motion'.

1. **Island Health Community Wellness 2024 Grant Application** - Page 84
Report dated March 20, 2024 from the Manager of Community Safety & Social Development requesting Council approval for a grant application.

THAT Council authorize staff to apply for, receive, and manage grant funding for the April 12, 2024 intake of the Island Health 'Community Wellness Grant Program' for \$50,000 to develop a Community Well-Being and Safety Strategy for the Continuum of Care of safety, security and social services in Port Alberni; and

FURTHER, THAT Council authorize staff to engage a consultant to develop the strategy upon the grant application being successful.

M. QUESTION PERIOD

An opportunity for the public to ask questions of Council on decisions or recommendations made during the course of the meeting. A maximum of three [3] questions will be permitted per speaker. For those participating electronically, please use the 'Raise your Hand' feature.

N. ADJOURNMENT

That the meeting adjourn at PM.

MINUTES OF THE IN-CAMERA MEETING OF COUNCIL
MONDAY, March 25, 2024 @ 4:20 PM
City Hall Committee Room | 4850 Argyle Street, Port Alberni, BC

PRESENT: Mayor S. Minions
Councillor D. Dame (via Teams)
Councillor J. Douglas (via Teams)
Councillor D. Haggard (via Teams)
Councillor C. Mealey
Councillor C. Solda
Councillor T. Patola

Staff: M. Fox, Chief Administrative Officer
S. Smith, Director of Development Services | Deputy CAO
D. Monteith, Director of Corporate Services
A. McGifford, Director of Finance

Call to order: @ 4:20 p.m.

MOVED and SECONDED, 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)(c) labour relations or other employee relations;

Section 90 (1)(e) the acquisition, disposition or expropriation of land or improvements and where the council considers that disclosure could reasonably be expected to harm the interests of the municipality.

CARRIED

The meeting was adjourned at 4:56 p.m.

CERTIFIED CORRECT

Mayor

Corporate Officer

MINUTES OF THE REGULAR MEETING OF COUNCIL
Monday, March 25, 2024 @ 2:00 PM
In the City Hall Council Chambers & Via Video-Conference
4850 Argyle Street, Port Alberni, BC

Present: Mayor S. Minions
Councillor D. Dame [electronic participation]
Councillor J. Douglas [electronic participation]
Councillor D. Haggard [electronic participation]
Councillor C. Mealey
Councillor C. Solda
Councillor T. Patola

Staff: M. Fox, Chief Administrative Officer
S. Smith, Director of Development Services/Deputy CAO
D. Monteith, Director of Corporate Services
A. McGifford, Director of Finance
S. Darling, Deputy Director of Corporate Services | Recording Secretary
J. Pelech, Manager of Information Services

Gallery: 13

A. CALL TO ORDER & APPROVAL OF THE AGENDA

The meeting was called to order at 2:00 PM.

MOVED AND SECONDED, THAT the agenda be amended to include an item under 'New Business' L.6 | Outdoor Burning and Trail Signage. The agenda was then adopted, as amended.
CARRIED

B. ADOPTION OF MINUTES

MOVED AND SECONDED, THAT the Minutes of the Special meeting held at 12:00 pm and Regular Council meeting held at 2:00 pm on March 11, 2024 be adopted, as presented.
CARRIED

C. DELEGATIONS

D. UNFINISHED BUSINESS

1. Western Vancouver Island Industrial Heritage Society (WVIIHS) | Railway Operations Update

MOVED AND SECONDED, THAT Council refer the report entitled 'Western Vancouver Island Industrial Heritage Society (WVIIHS) | Railway Operations Update' to the April 15, 2024 Committee of the Whole meeting for further discussion and further, that Council direct staff to work with the Society in the interim to move forward with the Request for Proposals for works needed.

CARRIED | Res. No. 24-144

2. **2024-2028 Financial Plan**

MOVED AND SECONDED, THAT Council continue to de-link major industry Class 4 and light industry Class 5 and set an effective tax rate for light industry that is approximately 20 per thousand lower than major industry to rebalance the tax share and lower the effective tax rate of Class 1.

CARRIED | Res. No. 24-145

E. STAFF REPORTS

1. **Accounts**

MOVED AND SECONDED, THAT the certification of the Director of Finance dated March 25, 2024, be received and the cheques numbered 154532 to 154621 inclusive, in payment of accounts totalling \$1,624,570.64, be approved.

CARRIED | Res. No. 24-146

F. BYLAWS

1. **Development Cost Charges Bylaw**

MOVED AND SECONDED, THAT "Development Cost Charges Reserve Fund Establishment Bylaw No. 5102, 2024" be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5102.

CARRIED | Res. No. 24-147

2. **Zoning Bylaw Amendment | 3045, 3053, 3063 Kingsway Avenue**

MOVED AND SECONDED, THAT "Zoning Amendment (3045, 3053, 3063 Kingsway Avenue) Bylaw No. 5096" be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5096.

CARRIED | Res. No. 24-148

3. **2024-2028 Financial Plan | 3rd Reading**

MOVED AND SECONDED, THAT "City of Port Alberni 2024 – 2028 Financial Plan Bylaw No. 5097, 2024" be read a third time, as amended.

CARRIED | Res. No. 24-149

G. CORRESPONDENCE FOR ACTION

1. **Port Alberni Port Authority**

MOVED AND SECONDED, THAT Council authorize the Port Alberni Port Authority use of the parking area at the Harbour Quay for the purpose of a community event on Saturday, June 22, 2024 from 9:00 am to 12:00 pm on Centennial Pier subject to:

- *the notification of emergency services and BC Transit;*
- *consultation with all affected businesses/residents;*
- *implementation of a Traffic Plan; and*
- *provision of standard liability insurance in the amount of \$5M [minimum].*

CARRIED | Res. No. 24-150

2. **Alberni-Clayoquot Regional District [ACRD] | Grant Application Request**
MOVED AND SECONDED, THAT Council for the City of Port Alberni agrees to provide approval for the Alberni-Clayoquot Regional District (ACRD) to apply for the Union of BC Municipalities Community Emergency Preparedness Fund for Public Notification and Evacuation Route Planning Program, and authorizes the ACRD to apply for, receive, and manage grant funding on behalf of the City of Port Alberni.
CARRIED | Res. No. 24-151

H. PROCLAMATIONS

I. CORRESPONDENCE FOR INFORMATION

The Director of Corporate Services summarized correspondence to Council as follows:

- a. District of Hudson's Hope | Support for Bill-34
- b. Copy of City of Port Alberni Letter to Ministry of Forests | Support for Port Alberni Mill dated March 15, 2024
- c. City of Duncan | 2024 AVICC Resolution: Fail to Appear Charges in Policing Statistics
MOVED AND SECONDED, THAT Council direct staff to write a letter to the City of Duncan in support of their resolution to the AVICC regarding Fail to Appear Charges in Policing Statistics and proposing an amendment to include statistics related to probation-initiated charges for failure to report to probation supervisors and bail supervisors.

CARRIED | Res. No. 24-152

- d. B. Kanngiesser | Johnston Road Utility Improvements

MOVED AND SECONDED, THAT Council receive correspondence for information, as circulated.
CARRIED

J. REPORT FROM IN-CAMERA

K. COUNCIL REPORTS

1. **Council and Regional District Reports**
MOVED AND SECONDED, THAT the Council reports outlining recent meetings and events related to the City's business, be received.
CARRIED | Res. No. 24-153

L. NEW BUSINESS

1. **Seniors Advocacy**
MOVED AND SECONDED, THAT Council direct staff to submit a late resolution to the Association of Vancouver Island and Coastal Communities Convention and to the Union of BC Municipalities [UBCM], copied to MLA J. Osborne requesting provincial support of the recommendations outlined in the Office of the Seniors Advocate report titled 'Resourceful and Resilient: Challenges Facing BC's Rural Seniors' dated February 2024 and further, to request the creation of a rural seniors caucus within the UBCM membership.
CARRIED | Res. No. 24-154

2. **Canada Day Family Event**
MOVED AND SECONDED, THAT Council direct staff to coordinate a 2024 Canada Day family event in conjunction with local groups/organizations and further, that staff seek grant funding opportunities.
CARRIED | Res. No. 24-155
3. **Budget Presentations**
MOVED AND SECONDED, THAT in 2025 Council direct City staff to request managers make department presentations during tax time.
MOVED AND SECONDED, THAT Council amend the motion that in 2025 Council direct City staff to request managers make department presentations during tax time by replacing 'during tax time' with 'prior to commencing the financial plan process'.
CARRIED | Res. No. 24-156
MAIN MOTION AS AMENDED
MOVED AND SECONDED, THAT in 2025 Council direct City staff to request managers make department presentations prior to commencing the financial plan process.
CARRIED | Res. No. 24-157
4. **Three-Stream Waste Collection Service | Contract Renewal**
MOVED AND SECONDED, THAT Council authorize the Mayor and Corporate Officer to renew the "3-Stream Waste Collection Service Agreement" with the Alberni-Clayoquot Regional District for the handling and shipping of recyclable materials, related to the City's curbside collecting of recyclable materials within the City until December 31, 2026.
CARRIED | Res. No. 24-158
5. **Appointment of Corporate Officer**
MOVED AND SECONDED, THAT Council appoint Sara Darling, Deputy Director of Corporate Services, as Corporate Officer and assign the responsibility of corporate administration for the City of Port Alberni to Ms. Darling in accordance with s.148 of the Community Charter effective April 5, 2024.
CARRIED | Res. No. 24-159
6. **Outdoor Burning and Trail Systems Signage**
Council inquired regarding outdoor burning regulations which can be found on the City website at [Outdoor Burning | City of Port Alberni](#). Creation of trail signage was also discussed noting that the City and Alberni-Clayoquot Regional District Parks and Trails Signage Strategy is in progress pending First Nations input. Further information will be brought to Council for consideration, including opportunities for assistance from volunteer organizations such as the Alberni Valley Outdoor Club.

M. QUESTION PERIOD

Gail

Inquired regarding traffic/pedestrian safety at the intersection of Johnston Road and Elizabeth Street.

N. Anderson

Inquired regarding meeting process, plans for current and future traffic congestion, and the resolution regarding Seniors Advocacy.

R. Smith

Inquired regarding the railway crossing repairs as it relates to required standards and regulations and ownership of track occupied lands.

Charlaine

Inquired regarding climate change, previous vaccine passport requirements, and the Financial Plan as it relates to the AV Multiplex and Bylaw Enforcement budgets.

J. Leskosek

Inquired regarding EV charging locations for the multi-family housing development on Kingsway Avenue.

N. IN-CAMERA

MOVED AND SECONDED, THAT Council close the meeting to the public as per the Community Charter, section(s):

***Section 90 (1)(c):** labour relations or other employee relations;*

***Section 90 (1)(e):** the acquisition, disposition or expropriation of land or improvements and where the council considers that disclosure could reasonably be expected to harm the interests of the municipality.*

CARRIED

O. RISE AND REPORT

P. ADJOURNMENT

MOVED AND SECONDED, THAT the meeting adjourn at 4:58 pm.

CARRIED

CERTIFIED CORRECT

Mayor

Corporate Officer



2024 - 2028 Financial Plan Questions & Responses

The following is an active document reflecting questions and responses in relation to the 2024-2028 Financial Plan. This is a living document and as such, will continue to be updated accordingly throughout the Financial Planning process. Citizens are encouraged to engage throughout the process by submitting comments/questions to council@portalberni.ca.

Date	Q or C	QUESTION/COMMENT	RESPONSE
February 5 CoW			
Question Period	1	Need to identify areas for cost recovery i.e. development fees, water, sewer, equitable fees for service across the Alberni Valley.	<i>Staff are reviewing the fees and charges for all service delivery. As the Financial Plan process continues, Council may request specific information to inform and amend revenue projections in the 2024-2028 Financial Plan.</i>
	2	Is the proposed 16.86% tax increase for 2024 or all years in the 5-year Financial Plan?	<i>The proposed 16.86 % tax increase is for the 2024 year.</i>
	3	Request for more information related to the 0.63% increase for Contingency Funds.	<i>The increase relates to returning the contingency funding to previous levels. This was reduced in 2023 to \$100,000, down from \$200,000. This is increasing to \$275,000 in 2024 year of the Financial Plan.</i>
	4	Is the Rollin Art Centre (revenue?) back in the budget and where will it be utilized?	<i>Rollin Art Centre did not receive revenue in prior years given the lease rate of \$1 per annum. Any lease moving forward will consider the operations and asset management contribution to ensure the building is allocating the revenues received toward the future renewal costs of this asset. Council will consider this when presented with the lease and recommended allocation to reserves.</i>
	5	Will the Financial Plan include funding for Harbour Quay clean up?	<i>Cost estimates for maintenance upgrades at the Harbour Quay will be included in the Financial Plan for 2025. Regular maintenance will continue on an annual basis.</i>
	6	Will Alberni Pacific Division Sawmill continue to pay taxes?	<i>Alberni Pacific Division Sawmill continues to pay major industry & light industry tax rates.</i>
	7	What is the approximate percentage of taxation required to return the contingency fund reserve back to a sufficient position?	<i>This is operational contingency, not a reserve. The increase is \$175,000 (increase from \$100,000 to \$275,000 in draft Financial Plan) or an increase of 0.63% of the taxation increase. This was lowered in 2023 to achieve a lower taxation.</i>
	8	What does the proposed 2.74% increase for Police Services include?	<i>Of the proposed 2.74% increase, 2.01% is attributed to the RCMP contract increase with the remainder attributed to administration costs.</i>
	9	Request for clarity in relation to the proposed Carbon Offset 0.02% increase?	<i>With the ceasing of the Climate Action Revenue Incentive Program (CARIP), the Local Government Climate Action Program (LGCAP) was established to provide predictable, stable funding for municipalities, regional districts, and Modern Treaty Nations to accelerate local climate action and implement projects. Contributions received are placed in a reserve. Recommendations on how to use funding will be forthcoming to Council.</i>
	10	Support increasing of Equipment Replacement Reserve Fund (ERRF).	<i>The proposed Plan reflects a contribution of \$400,000 in 2024 which is \$50,000 under previous annual contributions of \$450,000. 2025 proposes a return to the full amount.</i>
Correspondence			
	11	When will the 2023 'Actuals' be available to Council and the Public?	<i>March 4, 2024 Committee of the Whole agenda will include actuals.</i>

	12	When will additional information on the status of each capital project in 2023 be available to Council and the Public?	<i>March 4, 2024 Committee of the Whole agenda will include the status.</i>
	13	The 'Actuals' are missing for: General Fund – Revenue/Expense, Sewer - Revenue/Expense and Water-Revenue/Expense.	<i>Actuals' are not missing. Information will be provided in the same time frame as prior years. The general ledger and accounts payable have a cut-off at the end of January. Reviewing and reconciliations occur over the first few weeks of February, finalizing GL balances towards the end of the February.</i>
	14	Please clarify the budget differences between the November 2023 Audit meeting information and the draft Financial Plan information as follows: Replace 2007 Dodge Caliber #721. \$28,000 [Audit Committee] Replace 2007 Dodge Caliber #721\$50,600 [Financial Plan] Child Care Spaces – Grant\$4,644,989 [Audit Committee] Child Care Spaces – Grant\$5,183,103 [Financial Plan]	<i>Replace Dodge Caliber - The Audit Committee report reflected ERRF funding only and did not include the Carbon Fund allocation to electrify the vehicle. The amount of \$50,600 reflects the correct approved funding for the purchase of this vehicle. Child Care Spaces now reflects a grant increase of \$538,114 received in December 2023.</i>
	15	PAVING: Account 485685 – Project number is missing for Capital Project: Intersection Safety #1a Gertrude/Roger for a budget of \$230,000 PAVING: Account & Project numbers are missing for Capital Project: Burde & Anderson Development for a Budget of \$1,170,000 STORM: Account & Project numbers are missing for Capital Project CSO Project aligned with sewer project for a budget of \$380,000 PRC: Account 485720 - Project number missing for Capital Project: Kitsuksis Path Paving for a budget of \$55,000 PRC: Account & Project numbers missing for Capital Project: Echo Park Field upgrade for a budget of \$140,000	<i>Project numbers are for internal use only and are applied as required.</i>
	16	Expenditure overview: City Legislative & Administration Functions: -0.5 FTE Asset Management position increase Early this year, January 17, 2024 edition, the AV News published an advertisement for City positions including: Mgr. of Asset Management Initiatives \$86,189-\$98,904 Please advise if this is a new position in place of the .5 FTE position that was funded in the 2023 Financial Plan or is it the .5 FTE Asset Management position?	<i>This is not a new position. This position was included in the 2023 year and is now funded in the 2024 year with an anticipated start of April 2024.</i>
	17	For the current 2024 Financial Plan, would it be possible for the Human Resources and Financial Department to provide a year-end snapshot of the City's personnel in an easy-to-read document for Council and the public. The information could be provided in a chart format spanning the past 7 years (pre and post COVID) for the RCMP, Fire Fighters, City Management, City Unionized positions, Contractors, etc.	<i>Administration will bring back information at a future Committee of the Whole.</i>
	18	As you start the annual budgeting process, I ask again that monies be assigned to carrying out actual physical work on Fire Smart recommendations. That being dealing with the fuel load in the interface zone.	<i>The Alberni Valley Emergency Planning service is delivered through the ACRD which includes Fire Smart activities. Administration has been looking to grants that would allow some more work on City owned lands to mitigate the full loads. Current grants from the Province are for only crown and provincial lands. Administration continues to work with the Province and other private land owners to address the interface zones around the City.</i>

February 12 RCM

19	The Parks and Recreation Capital Reserve reflects no profit. How is this reserve populated?	<i>The reserve is populated by 10% on admissions in Parks and Rec and 100% of Log sales collected from parks. 2024 reflects an anticipated revenue of \$77, 536.</i>
20	Suggest RCMP Reserve be separate from the major crime funding.	<i>Council may direct administration to create any type of reserve for specific purposes.</i>
21	Line 12910 - University of Victoria Grant \$200. No increase?	<i>Reflects grant in lieu of taxes from the University based on prior year amount and at a reduction of \$25. Rates are set as per University Act, R.S.B.C. 1979, c.419</i>
22	Line 14718 - What attributed to the increase in Multiplex Revenue of 148%?	<i>The utilization of the Multiplex has returned to pre 2020 [COVID] levels. Plan reflects anticipated revenue for 2024.</i>
23	Line 14738 - Revenue Leisure Programs reflects increase for kids and adults and a decrease for youth?	<i>The changes are based on anticipated programming planned for 2024. Programming overall has increased. Amounts may reflect changes in programming needs based on demographic or other administrative functions such as coding and classification.</i>
24	Line 15190 - Vacant Building \$1,000?	<i>Based on previous 5 year amount.</i>
25	Line 15930 - Please explain Miscellaneous Revenue for public.	<i>PST commission, Port Alberni Port Authority Payment in Lieu of Taxes, WCB Core audit refund, School tax admin revenue, photocopying, other small revenue items.</i>
26	Line 21259 - Other Common Services - Increase 33.45% 2024?	<i>Utility costs for intra office connectivity & lease of a portion of 4835 Argyle Street.</i>
27	Line 22480 - Fire vehicle repair and maintenance up 143.043%	<i>\$250,000 of the \$300,000 planned ERRF contribution.</i>
28	Line 22121 - 8 % RCMP Increase?	<i>RCMP contract services.</i>
29	Building & Plumbing Inspection down 9.58%?	<i>Actual cost - budgeting to expected costs.</i>
30	Line 23129 - Public Works - Clerical & Reception up 30.33%	<i>Added the relief provision of 0.14 Full Time Employee.</i>
31	Line 23130 - Supervisor Operations down 14.30%	<i>Reflects allocation of management roles across all three funds (General, Water, and Sewer).</i>
32	Line 23134 - Small tools 27.98% increase?	<i>Reflects the allocation of wages to maintaining small tools.</i>
33	Line 23210 - Customer Service Request Streets 201.43% increase?	<i>Reflects past costs, some revenue would offset.</i>
34	Line 26234 - Business Development down 23.49 - up 5% in 2025	<i>Reflects the efforts to reduce the overall budget from 26% to 16.86%.</i>
35	Economic Development Costs 2024 - 4.65% - up 5.10% in 2025	<i>Reflects increased costs.</i>
36	Line 27170 - Youth Services Programs down 62.21%	<i>The changes are based on anticipated programming planned for 2024. Programming overall has increased. Amounts may reflect changes in programming needs based on demographic or other administrative functions such as coding and classification.</i>
37	Line 27510 - Museum Services - up 42.28%	<i>New role - Manager of Culture added to the Plan & Software costs allocated to the Museum.</i>
38	Line 27515 - Museum Programs - up 57.25%	<i>Increase in the number of programs provided and additional staff scheduling related to working alone procedures.</i>
39	Line 28115 - Interest on Prepaid Taxes - up 455.56%	<i>The statutory interest rates set by province have increased and prepaid taxes are earning a higher rate of interest.</i>
40	Line 29911 - Contingency Fund - \$275,000 175% increase?	<i>This is returning to prior years funding levels reflecting an additional \$75,000.</i>
41	How much more might the average home owner pay with the proposed tax increase?	<i>Once BC Assessment provides the revised role and the Committee/Council provides direction, this value can be confirmed.</i>
42	Request to summarize services attributing to the tax impact that are non-discretionary.	<i>A report will be required to provide this breakdown and will be included in the March 4 Committee of the Whole agenda.</i>
43	\$1M of the \$5.5M Growing Communities Fund was allocated to establish the Master Plans. How will the remaining funds be allocated?	<i>Council can direct allocation to specific projects but the intent was to populate the capital plan with those dollars once the Master Plans are complete to inform priorities.</i>
44	How much has administration already worked to reduce the tax impact?	<i>The financial plan is based on the required community service levels, many of which are non-discretionary. At the inception of the Plan, this reflected a 25-26% percent increase. Administration then worked to bring it to the 16.86% reflected in the draft Financial Plan.</i>
45	Request for context related to the projected 2024 tax rate of 7.69% as reflected in the 2023-2027 Financial Plan compared to the current 16.86% proposed increase?	<i>The difference in the projected 7.69% 2024 tax rate outlined in the 2023-2027 Financial Plan and the 16.86% proposed rate at present is attributed to a variety of factors including actual realization of expenditures, capital costs that were not anticipated and equipment replacement costs. Staff will include additional information at a future Committee of the Whole.</i>

Question Period	46	Request for a full listing of the projects related to the \$650,000 outlined for capital facility upgrades in 2024.	<i>Provided in February 20, 2024 agenda.</i>
	47	Building Permit fees increased last year. How was the estimated revenue calculated?	<i>In the 2023 year, it was based on the anticipation of the fees increasing and large projects anticipated.</i>
	48	Can the reserves be replenished over a longer period to assist in reducing the taxation impact?	<i>Administration considered this option. 2023 saw a reduction in the Equipment Replacement Reserve of \$300,000 and a reduction of \$50,000 in solid waste to reduce the tax impact to 8%. Considering the levity of those reductions and Equipment Replacement cost escalations, replenishing the reserves in 2024 is recommended.</i>
	49	How are vehicle replacements identified?	<i>Each year administration reviews equipment replacement requirements based on the recommended life cycle and evaluates whether the life of the asset can be extended. The projections brought forward are based on that evaluation.</i>
	50	Request for details of Quay to Quay costing to date and remaining costing allocated.	<i>March 4, 2024 Committee of the Whole agenda will include actuals and provide the overall funding detail to address this question.</i>
Correspondence			
	51	Is the revenue received for “Curbside Collections” separated from the Water & Sewer Revenues?	<i>Solid Waste revenues are captured within the General Fund.</i>
	52	What is the opening/closing balance for “Curbside Collection” in 2023?	<i>Each year the balance is rolled up into the General Fund surplus. Solid Waste is not a separate fund.</i>
	53	Does “Curbside Collection” generate any revenues from recycled products or compostable materials and if so, what would the City typically receive on an annual basis?	<i>Approximately \$300,000 per year from Recycle BC.</i>
	54	What is the Revenue from the Utility Bill for “Curbside Collection” used for?	<i>Revenue is used to offset the costs of providing the solid waste service.</i>
	55	Why are “Curbside Collection” garbage trucks and carts funded through General Taxation and ERRF, when residents are paying for this service through their Utility Bill, a service that has been removed from Property Taxes years ago?	<i>Solid waste revenue has been separated for many years. The fee was not reflective of full cost recovery before September of 2021. Contributions to ERRF were under the required funding allocation required for the trucks, the trucks then require funding from taxation for the upcoming purchase in 2025.</i>
February 20 CoW			
	56	Please provide clarity for operations out of gaming in the amount of \$204,015?	<i>These are gaming funds that offset the cost of McLean Mill - not an expense.</i>
	57	Please provide clarity for Line 27700 Operators Agreement in the amount of \$130,000?	<i>This is the contract costs of the agreement between the City of Port Alberni and the Alberni Valley Chamber of Commerce for the operation of the non-historic portion of the McLean Mill.</i>
	58	Please provide clarity for Line 27110 City Operations in the amount of \$76,079?	<i>Costing for operational costs of the historic portion of McLean Mill.</i>
	59	Please provide clarity for Line 48577 Site Upgrades in the amount of \$279,500?	<i>McLean Mill septic field project from 2021 capital funding. The funding was held and work is currently underway to be completed in the next couple of months.</i>
	60	Please provide clarity for Line 48568 Capital Upgrades in the amount of \$154,758?	<i>Funding unspent from prior years - Alberni Clayoquot Regional District and City contributions.</i>
	61	Please provide clarity for Historic Site Building Work in the amount of \$25,000?	<i>To review with the Manager of Facilities. May use the \$30,000 already assigned under Capital projects for historic site upgrades and repairs [Alberni-Clayoquot Regional District matches funding]</i>


	62	What are the McLean Mill insurance costs?	<i>Insurance is in one line item in each fund (General/Water/Sewer), not directly assigned to the McLean Mill. If prorated 2023 is used across all asset values, it would be approximately \$6,540 – this includes Dam and Hatchery, which is approximately \$2,390. Liability insurance is just in the general fund.</i>
	63	Development Services vacant planner role decreased in budget 0.74% or \$205,825. Looking further along we need a long range planner. Why take it off the budget if we need the position?	<i>The decrease within the Development Services budget is reflective of what was actually incurred based on various factors such as the date of hire. The long range planner position was brought forward to reflect approximate estimates on potential future needs.</i>
	64	Economic Development department reflects a decrease. With so many businesses needing assistance, why is there a decrease?	<i>Department managers were tasked with identifying budget reductions. In this particular case, while a variety of factors were taken into consideration to achieve the present allocation, one item that is representative of the decrease is the pause of the Façade Improvement Program in order to permit administration to review and refresh the program. Other factors that may contribute is the staffing departmental changes and adjustments to the budgeting practices.</i>
	65	When will Class 4, Major Industrial tax rate increase to previous levels?	<i>The Major Industry rate is brought forward each year at the previous year's rate for Council to consider and provide direction as to whether to maintain or change. Light Industry has grown in recent years which assists in providing some balance with respect to the lower major industry rates.</i>
	66	Vacant Building revenue of \$1,000. Need to start working on vacant buildings in the community and charging appropriately.	<i>The \$1,000 reflects one self reported vacant building in past five years.</i>
	67	New versus used replacement vehicles?	<i>Historically the City has purchased new vehicles. Administration is currently examining the potential of purchasing used vehicles. Once determined, an administrative policy will be established.</i>
	68	What is the annual costing of McLean Mill?	<i>The City holds an operating agreement with the Alberni Valley Chamber of Commerce for the non-historic portion of the site at \$130,000 per year. There is a costing of \$75,000 for operation of the historic site related to various factors such as hydro, elevators, etc. Annual contribution of \$30,000. There are various historic projects that have been funded in the past including the sewer system which is presently underway. Property insurance at \$6,500.</i>
	69	Is there an opportunity to review current user fees for opportunities of increased revenue while the Master Planning process is underway?	<i>Directors are currently reviewing fees for services in comparison to like sized communities. A report will be brought forward for Council consideration prior to the completion of the Financial Plan process.</i>
	70	Why are youth programs reflecting a reduction?	<i>The present allocation reflects changing in allocation rather than a reduction in service based on a variety of factors such as programming based on needs and demographic, capacity and software changes that present the data differently.</i>
	71	Does the suspension of the Night's Alive program contribute to the noted reduction in youth programming?	<i>No, the Night's Alive Program is reflected within a different line item in the Financial Plan.</i>
Question Period	72	How are the Alberni-Clayoquot Regional District [ACRD] services allocated?	<i>The City appoints two representatives of Council to sit on the ACRD Board of Directors. On matters related to the Financial Plan, decisions are determined by weighted votes. The number of votes per Director is based on the contributions of the area to the Regional District. The City of Port Alberni is allocated 5 votes for each of the 2 City appointed Directors totaling 10 votes total.</i>
	73	How many capital projects as outlined in the Financial Plan could be funded through Growing Communities Fund?	<i>Administration will bring back information at a future Committee of the Whole.</i>
	74	Request for clarity on the allocation for the Chief Administrative Officer	<i>The number reflects all expenses related to the Chief Administrative department.</i>
Correspondence			
	75	What dollar value is a 1% change in the budgetary process?	<i>\$277,588.05</i>

76	The proposed taxation from 2024-2028 reflects a noticeable drop in year-over-year increases in 2027 [5.62%] and 2028 [4.83%]. What are major causes for that dip?	<i>This reflects the current capital and operational plans. Master planning will support improved long term financial plans and this value may change depending on the outcomes and approvals of Council.</i>
77	Over the years 2023 and 2024 the City will have spent \$7.5 million to construct 3.5 km of a path. Over this same period, how many kilometers of roads will the City have paved?	<i>The Quay to Quay Pathway budget was \$7,096,475 and included provincial grant funding for a large portion of the overall budget. The only explicit roadway resurfacing project completed in 2023 was the Shipcreek Road project.</i>
78	In the Plan, in 2024 under the Sewer System section of the capital work is a line item: CSO-Burde St, 9th to North Park for \$1.2 million. This appears to be a wrong description as Burde St runs parallel to North Park. Could you clarify the Street the work is being done on and what is the scope of the work being done?	<i>Deep utilities (Water, Sewer, Storm) are being replaced along Burde Street between 10th Avenue & Anderson Avenue. The streetscape will be replaced between 10th Avenue and 16th Avenue, inclusive of development requirements from the Portview Landing development.</i>
79	In a September 7th 2022 AV news article, the City committed to spending \$1.3 million annually to separate storm water and waste water over the next 50 years. In the current financial plan I am only seeing \$380,000 committed to CSO work in years 2025 onward. There appears to be no other committed funds for CSO work in the plan. Can you explain the discrepancy?	<i>Stormwater and sanitary master plans are being undertaken in 2024 to identify and prioritize CSO related projects. Any unspent annual funds will be allocated towards future projects. On average, over 50 years the Council supported spending \$1.3 million per year.</i>
80	Why is there no road reconstruction or paving budgeted for this year?	<i>Regular patching and maintenance programs will be administered in 2024, also the Burde Street project is a significant project in allocated funding in 2023.</i>
81	Can you clearly lay out each area of cost increases, what is increasing, and justification?	Details were provided at the February 5th CoW - https://www.portalberni.ca/sites/default/files/users/Sonia%20Lowe/2024-28%20FP%20overview%20-%20Feb%205%20COW_0.pdf
82	Can you clearly and plainly layout why you think you need 12% tax increase? This done in a way to provide transparency.	<i>Yes, all expenditures are provided within the Financial plan, each line provides the specific increases and staff report and presentation have indicated the justification.</i>
83	Can you provide a City Hall manning list for the last 10 years (as per question 17 in the Q&A). To be provided before the budgeting process ends.	<i>Will be provided at a future meeting.</i>
84	What is projected manning level and cost increases for the plan period?	<i>In 2024, there are 3.63 new FTE positions added to the City staff from taxation as follows:</i> <ul style="list-style-type: none"> •CAO office - EA for Mayor, Council and the CAO at 0.75 for 2024; •Bylaw - additional 0.33 FTE that was funded at 0.67 in 2023 at the Public Safety Building; •RCMP Admin – 1.15 for required relief; •RCMP Guards - .25 for required relief; •Manager of Culture - .833 FTE in 2024 based on hire date; •Minor adjustments to relief or recognizing date of hire for vacant positions in 2024. <i>Also, 0.75 FTE from grant funding from our Local Government Climate Action Program grant and 1 FTE from service fees for solid waste. The total is 5.63 FTE's.</i>
85	Why do you think you have to increase taxes to cover capital projects? Previous tax increases for Capital projects are still collecting year over year, so new funding is not required.	<i>There is not enough capital funding to support the replacement and renewal and the increases are impacted by inflation.</i>
86	Why do you think a tax increase is needed to cover equipment replacement when you have an accumulating tax going to a budget item already for replacement? Where did these funds go? Why not let it grow to amount needed? A large tax increase now will continue collecting taxes year over year exceeding any needs for replacements you have.	<i>The planned cost has been exceeded by the actual anticipated cost of replacement. Without the additional funding allocation the Reserve would not have the required funding to replace other pieces of equipment.</i>

February 26 RCM									
	87	Could the City utilize funding from the Municipal Finance Authority [MFA] for the Equipment Replacement Fund rather than taxation?	<i>The Equipment Replacement Reserve Fund is a longstanding program (1973) that supports regular contributions. There have been gaps in funding in recent years due to cost escalation. There are opportunities to utilize funding through MFA to finance equipment costs but liabilities need to be considered. Interest rates for equipment borrowing through MFA is significantly higher than regular borrowing rates. Based on interest rates, debt payment on a 5 year term would be higher than the current allocations projected in the Financial Plan for the ERRF fund.</i>						
	88	Request for a 10-15 year history reflecting taxation class rates allocations?		Overall tax increase	Average SFRH	Class 1	Class 4	Class 6	Total for Class 1-4-6
	2023	8.21%	7.26%	60.81%	18.71%	17.60%	97.12%		
	2022	3.96%	3.81%	60.81%	18.90%	17.60%	97.31%		
	2021	4.55%	3.91%	60.48%	20.96%	16.97%	98.41%		
	2020	1.95%	1.10%	59.75%	22.09%	17.28%	99.12%		
	2019	2.98%	2.20%	59.75%	22.09%	17.28%	99.12%		
	2018	2.97%	3.50%	59.73%	22.09%	17.28%	99.10%		
	2017	1.58%	2.90%	59.73%	22.09%	17.28%	99.10%		
	2016	2.60%	2.70%	59.35%	22.59%	17.16%	99.10%		
2015	2.51%	3.00%	59.27%	23.18%	16.63%	99.08%			
2014	1.82%	2.22%	58.73%	23.76%	16.58%	99.07%			
2013	5.54%	8.65%	58.40%	24.19%	16.48%	99.07%			
2012	1.29%	3.12%	56.58%	25.53%	16.86%	98.97%			
2011	-2.18%	0.12%	54.47%	28.12%	16.56%	99.15%			
2010	8.90%	23.85%	52.77%	29.72%	16.20%	98.69%			
2009	1.50%	2.40%	44.07%	36.73%	17.74%	98.54%			
89	Could you please provide for budget deliberations the 2021, 2022, and 2023 final revenue for building and plumbing permit fees?	\$229,563.51 - 2021 \$310,278.08 - 2022 \$125,678.88 - 2023							
90	What are the expected permit fees for the Ahousaht building?	35 unit BC Housing/ Housing Society (Ahousaht) project on Cedarwood Street/ The estimated Building Permit Fee is \$67,000.							
91	What other multifamily construction projects do we have nearing permit point for this year and what are the projected revenues?	Potential ground level commercial and 68 dwelling unit building - estimated Building Permit Fee would be \$100,000.							
92	Could we have a breakdown of permit fees per class of development for the last 3 years?	Development Services to follow-up with information.							
March 4 CoW									
	93	Please provide clarity on Museum services increase from \$228,000 to \$325,000 and Museum Curatorial increase from \$76,000 to \$120,000.	Increases are associated with the Manager of Culture and Education Curator roles. Revenue attributed to increased programming and event attendance should assist in off setting those costs.						
	94	Please provide a status update on the two pieces of land for sale at 15th Avenue and Montrose Street and 10th Avenue	Both properties are undergoing required works/studies as part of the conditions subject to sale, including that of OCP and Zoning amendments.						
	95	Please provide more information on the Multiplex rink board replacement project?	Rink boards are over 20 years old and have reached end of life. Project is proposed for 2025 and funding would be from taxation. Grant funds could also be considered.						
	96	Please provide more information on the Public Works boiler replacement project?	Public Works boiler is the original from time of build [1960's] and has reached end of life.						
	97	Are the proposed railway crossing repairs an eligible expense within the Growing Communities Fund?	This would be an eligible expense should Council direct that additional funding be allocated for this project in alignment with rail operations.						
	98	Has the City examined leasing vehicles versus purchasing?	Past review found lease options were costly. Further research would be required should Council wish to consider this option.						
	99	Please provide yearly costing for Somass Lands.	The net expenditures are included in the 2023 year end 'work in progress' for capital.						
Correspondence									

	100	Water and Sewer show up as expenses, where is the Utility tax income shown?	<i>Within the Consolidated Financial Plan "Sales of Services and Utilities"</i>
	101	Capital Project: Victoria Quay Millstone Park Connector Foot Bridge Listed under 'Work In Progress' with a budget of \$115,000 funded through General Revenue. While some projects have been PAUSED, the Victoria Quay Millstone Park Connector Foot Bridge remains a Work In Progress – Council and staff have stated that construction costs have escalated substantially since 2022. At this time, with a looming 16.89% tax increase, would Council give careful consideration to place this now Two (2) year old Project on PAUSE, and take the time to review the Costs?	<i>Staff have reviewed this project and no additional funding has been requested. Any change would be brought forward in a report.</i>
	102	Capital Project: Roger Creek Park Zipline Installation Listed under Capital Projects for 2025 with a budget of \$34,500 funded through Taxation. Is there a reason why this project isn't part of the "Parks Master Plan"? Has staff & Council reviewed the insurance & liability concerns surrounding a Zip Line? Would Council consider removing this Project from the 2025 Project List while waiting for the Parks Master Plan and a review of insurance & liability?	<i>Further details will be provided prior to Financial Planning process and the confirmation of the Capital plan in 2025.</i>
	103	Project 21018 McLean Mill Septic Site Upgrades \$279,500 Project Budget: \$279,500 Was a "Request for Proposal" issued for the work to proceed? Does the project meet the parameters of the City's Procurement Policy?	<i>No, RFP not required for the value of project. Yes, Procurement policy was reviewed for the project.</i>
	104	Agreement between Libberock Holdings Inc. and the City of Port Alberni for 4835 Argyle Street: How is the City planning to fund the purchase of the building? Will the option to purchase the building be in 2025 or 2026 Financial Plan? What is the expected tax increase for the purchase and ongoing maintenance of this City asset?	<i>Only lease considerations are provided in the Financial Plan at this time. Should direction to purchase the building occur, allocations would be considered at that time.</i>
	105	Why is the Chief Administrative Officer and office budget \$230,000 now but over the next five years increased to \$414,000?	<i>In 2024, there is a new position added to the CAO office which is an Executive Assistant for Mayor, Council and the CAO at 0.75 for 2024, moving to a fulltime rate in following years.</i>
	106	How much of the budget is going towards implementing the Official Community Plan?	<i>Funding for the Official Community Plan is as follows: 2024 - \$125,000 2025 - \$100,000</i>
March 11 RCM			
	107	How much is presently in the Alberni Valley Community Forest Reserve?	<i>Approximately \$900,000.</i>
	108	Request for a detailed breakdown of the Museum operating costs in relation to the increases?	<i>Parks Recreation and Culture to follow up.</i>
March 19 COW			
	109	How much would the Asset Management Reserve increase if the City did keep the residential non market change separate and apply it to the AM Reserve?	<i>Approximately \$250,000.</i>
	110	What would be the approximate percentage difference if this change (see Q. 109 - assigning non-market change differently) were applied?	<i>If the City assigned the non-market change differently, it would result in an increase of approximately \$40-50 in the average yearly property tax bill.</i>

Date: March 28, 2024
File No: 1720-20-2024-2028
To: Mayor & Council
From: M. Fox, CAO
Subject: **2024-2028 Financial Plan | Adoption**

Prepared by: A. McGIFFORD DIRECTOR OF FINANCE	Supervisor: M. Fox CHIEF ADMINISTRATIVE OFFICER	CAO Concurrence:  M. Fox, CAO
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RECOMMENDATION

THAT "City of Port Alberni 2024 – 2028 Financial Plan Bylaw No. 5097, 2024" be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5097.

PURPOSE

To consider adoption as it relates to the "City of Port Alberni 2024 – 2028 Financial Plan Bylaw No. 5097, 2024".

BACKGROUND

The *Community Charter* requires that a municipality must have a financial plan that is adopted annually. The *Community Charter* goes further to state that the planning period for a financial plan is 5 years, that period being the year in which the plan is specified to come into force and the following 4 years. In addition to the Financial Plan needing to set out objectives and policies of the municipality, the process must also include a process of public consultation/engagement prior to its adoption.

The annual tax bylaw is required in order to generate property tax revenues to cover the budgeted expenditures identified in the "City of Port Alberni 2024 – 2028 Financial Plan Bylaw No. 5097, 2024". The "City of Port Alberni Tax Rates Bylaw No. 5104, 2024" will follow should adoption occur at the Regular Council meeting today.

ALTERNATIVES/OPTIONS

1. That "City of Port Alberni 2024 – 2028 Financial Plan Bylaw No. 5097, 2024" be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5097.
2. Council could provide further direction, requiring a delay to adopt at a future Council meeting. This will require a special meeting[s] of Council and delay the first three readings of the Tax Rate Bylaw.

ANALYSIS

Council may amend the financial plan throughout the year; those amendments will not have any impact on the 2024 annual tax rates. The "City of Port Alberni Tax Rates Bylaw No. 5104, 2024" report and bylaw will follow this report to set the property tax rates for 2024 before the deadline of May 15, 2024 per provincial legislation in the *Community Charter*.

Council received the draft financial plan from administration that began with an overall increase of 16.86%. Throughout the financial plan process Council directed amendments resulting in a decrease presently at 11.62% [prior to non-market change increases for Class 5 & 6]. The reduction was achieved by using the reserve and grant funding available to allocate to eligible projects to reduce taxation for capital and an increase in fine revenue in 2024 [one-time revenue increase]. *Table 1* illustrates the changes from February 5th to April 8th 2024 by category and *Table 2* reflects changes in overall taxation.

Table 1: Overall Taxation Changes

Highlighted cost factors	February 5th	April 8th	Change
Capital projects from taxation	3.16%	-1.61%	-4.77%
Contracts	3.15%	3.15%	0.00%
RCMP and Police Admin	2.74%	2.74%	0.00%
Fire	1.56%	1.56%	0.00%
Equipment replacement reserve funding	1.56%	1.56%	0.00%
Vancouver Island Regional Library	0.57%	0.57%	0.00%
Additional fines (revenue)	0.00%	-0.48%	-0.48%
Totals	12.74%		-5.25%

Table 2: Overall Taxation

Item	%
February 5 th taxation increase	16.86%
Less changes	-5.25%
Taxation after reductions	11.61%

✓ Actual increase is 11.62%

Table 3: City of Port Alberni Proposed Average Single-Family Residence Increase for 2024

2023		2024		Change	
Value	Amount	Value	Amount	Difference	% Change
\$530,609	\$2,315.29	\$518,716	\$2,530.34	\$215.04	9.29%

The revised tax roll from BC Assessment for 2024 is now available to set the tax rates and confirmed the Average Single-Family Residence [ASFR] increase for 2024 in *Table 3* above.

IMPLICATIONS

The proposed Financial Plan amendments do impact the current proposed 9.29% taxation increase to the ASFR household. The province requires adoption of the Financial Plan and associated bylaws before May 15th.

BC Assessment provides each municipality with a Completed Assessment Roll on January 1st of each year, on which estimated property tax rates are calculated. The actual tax rates are calculated on the Revised Roll, which has been received. The Revised Roll includes Property Appeal Review Panel decisions. The Revised Roll is used to set the tax rate bylaw.

COMMUNICATIONS

The table below outlines the current schedule of the “City of Port Alberni 2024 – 2028 Financial Plan Bylaw No. 5097, 2024”

Table 2: City of Port Alberni financial plan timeline

Date	Meeting	Purpose
February 5, 2024	CoW	Director of Finance to provide an overview and summarize the City’s proposed Five-Year Financial Plan
February 12, 2024	RCM	Financial Plan Introduced and Council to consider First Reading “City of Port Alberni 2024 – 2028 Financial Plan Bylaw No. 5097, 2024”
February 20, 2024	CoW	Public Engagement Session
February 26, 2024	RCM	Council to consider Second Reading “City of Port Alberni 2024 – 2028 Financial Plan Bylaw No. 5097, 2024”
March 4, 2024	CoW	Public Engagement Session
March 11, 2024	RCM	Address any follow up “City of Port Alberni 2024 – 2028 Financial Plan Bylaw No. 5097, 2024”
March 18, 2024	CoW	Public Engagement Session
March 25, 2024	RCM	Address any follow up - Council to consider Third Reading “City of Port Alberni 2024 – 2028 Financial Plan Bylaw No. 5097, 2024”
April 8, 2024	RCM	Address any follow up - Council to consider Final Adoption “City of Port Alberni 2024 – 2028 Financial Plan Bylaw No. 5097, 2024”

Council has the ability to schedule additional meetings should they be required.

BYLAWS/PLANS/POLICIES

“City of Port Alberni 2024 – 2028 Financial Plan Bylaw No. 5097, 2024”

SUMMARY

- The 2024–2028 draft Financial Plan identifies a proposed tax increase of 9.28% for the Single-Family Residential Property in the 2024 year;
- Council will review the assessed values and tax shares to consider allocation for each property classification following adoption of the Financial Plan;
- Council can balance the need to fund improvements in the community and continue current levels of service, while understanding the need to balance the impact of taxation to all taxpayers in the community;
- Adoption must occur prior to May 15, 2024.

ATTACHMENTS/REFERENCE MATERIALS

- Proposed “City of Port Alberni 2024 – 2028 Financial Plan Bylaw No. 5097, 2024”
- Proposed “Financial Plan 2024-2028” dated April 8, 2024

c: D. Monteith, Director of Corporate Services
R. Macauley, Deputy Director of Finance

**CITY OF PORT ALBERNI
BYLAW NO. 5097**

A BYLAW TO ESTABLISH A FIVE-YEAR FINANCIAL PLAN

WHEREAS Section 165 of the *Community Charter* stipulates that a municipality must have a financial plan that is adopted on an annual basis;

NOW THEREFORE, the Municipal Council of the City of Port Alberni in open meeting assembled hereby enacts as follows:

1. Schedules 'A' & 'B' attached hereto and forming part of this Bylaw is hereby adopted and is the Financial Plan of the City of Port Alberni for the five-year period from January 1, 2024 to December 31, 2028.
2. This Bylaw may be cited for all purposes as "*City of Port Alberni 2024 – 2028 Financial Plan Bylaw No. 5097, 2024*" and shall become effective upon adoption.

READ A FIRST TIME this 12th day of February, 2024.

READ A SECOND TIME this 26th day of February, 2024.

READ A THIRD TIME this 25th day of March, 2024.

FINALLY ADOPTED this day of , 2024.

Mayor

Corporate Officer



SCHEDULE A TO BYLAW NO. 5097
CITY OF PORT ALBERNI
CONSOLIDATED FINANCIAL PLAN 2024 - 2028

	2024	2025	2026	2027	2028
Revenue					
Taxes					
Property Taxes	31,223,574	35,782,447	39,115,687	41,307,389	43,298,497
Other Taxes	835,453	860,702	886,716	913,518	941,131
Grants in Lieu of Taxes	231,750	231,761	231,772	231,787	231,795
Fees and Charges					
Sales of Service	4,904,967	5,031,949	5,177,557	5,345,730	5,502,267
Sales of Service/Utilities	7,613,843	7,871,234	8,272,581	8,624,247	8,750,340
Service to other Government	72,100	72,100	74,263	76,491	78,786
User Fees/Fines	756,135	636,171	650,588	665,396	680,608
Rentals	180,993	186,422	192,015	197,776	203,709
Interest/Penalties/Miscellaneous	1,263,372	1,275,063	1,291,888	1,309,232	1,327,110
Grants/Other Governments	1,125,000	1,156,650	1,189,250	1,222,828	1,257,412
Other Contributions	139,900	89,900	89,900	89,900	89,900
	<u>48,347,087</u>	<u>53,194,399</u>	<u>57,172,217</u>	<u>59,984,294</u>	<u>62,361,555</u>
Expenses					
Debt Interest	647,335	647,335	647,335	647,335	647,335
Capital Expenses	8,479,289	9,706,789	7,295,181	5,783,074	5,556,133
Other Municipal Purposes					
General Municipal	5,811,126	6,076,220	6,209,808	6,320,465	6,521,001
Police Services	9,582,621	10,008,072	10,327,465	10,678,813	10,991,970
Fire Services	4,827,053	4,986,543	5,112,752	5,242,415	5,375,643
Other Protective Services	449,040	458,622	470,896	513,538	496,556
Transportation Services	6,497,624	6,771,126	7,068,495	7,266,793	7,472,408
Environmental Health and Development	3,303,434	3,672,107	3,638,305	3,680,860	3,802,633
Parks and Recreation	7,049,166	7,346,121	7,559,122	7,779,337	8,004,679
Cultural	1,873,847	2,094,699	2,167,288	2,244,589	2,325,290
Water	2,146,469	2,215,509	2,279,676	2,345,644	2,413,645
Sewer	1,849,760	1,908,458	1,964,827	2,022,768	2,082,493
Contingency	275,000	300,000	300,000	300,000	300,000
	<u>52,791,764</u>	<u>56,191,601</u>	<u>55,041,150</u>	<u>54,825,631</u>	<u>55,989,786</u>
Revenue Over (Under) Expenses Before Other	<u>(4,444,677)</u>	<u>(2,997,202)</u>	<u>2,131,067</u>	<u>5,158,663</u>	<u>6,371,769</u>
Other					
Debt Proceeds	-	-	-	-	-
Debt Principal	(363,788)	(363,788)	(363,788)	(363,788)	(363,788)
Transfer from Equipment Replacement Reserve	520,914	2,949,311	1,206,674	520,192	607,551
Transfer from Land Sale Reserve	-	-	-	-	-
Transfer from Cemetery Trust	2,000	2,000	2,000	2,000	2,000
Transfer from (to) Reserves	4,285,551	409,679	(2,975,953)	(5,317,067)	(6,617,532)
	<u>4,444,677</u>	<u>2,997,202</u>	<u>(2,131,067)</u>	<u>(5,158,663)</u>	<u>(6,371,769)</u>
Balanced Budget	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

SCHEDULE B TO BYLAW NO. 5097 REVENUE POLICY DISCLOSURE

Objectives and Policies

The City of Port Alberni's 2023 – 2027 Corporate Strategic Plan [Strategic Plan] provides municipal objectives and policy direction. The "City of Port Alberni 2024 – 2028 Financial Plan Bylaw No. 5097, 2024" [Financial Plan] will continue with initiatives arising from these stated priorities related directly to revenue generation, property taxation, and permissive tax exemptions until alternate direction has been made for an updated Corporate Strategic Plan.

The *Financial Plan* seeks continued levels of service that are currently provided for the community, and where required, additional resources to support that level of service have been added.

Proportion of Revenue from Funding Sources

Property Taxes – The majority of the City of Port Alberni's revenue arises from property taxation; in 2023, approximately 68% in the *Financial Plan*.

The *Financial Plan* proposes an 12.48% increase in property taxes collected for 2024, with increases in subsequent years decreasing from 14.60% to 4.82%. Property tax increases over the previous five years were lower than those projected for the next five years. The projected annual tax increases will allow for successful implementation of corporate strategic priorities set out by Council in the *Strategic Plan*, as well commitments to capital projects, collective bargaining agreements, and projects that require debt service.

2024-2028 Annual Tax Rates

2024	2025	2026	2027	2028
12.48%	14.60%	9.32%	5.60%	4.82%

Parcel Taxes – No new parcel tax levies are proposed in the *Financial Plan*.

Fees and Charges – In 2024, approximately 25% of the City of Port Alberni's revenues will be derived from fees and charges. Services funded through fees and charges include water and sewer utilities, solid waste collection and disposal, building inspection, cemetery operations and a portion of the parks, recreation, heritage and cultural services. City Council has directed that, where possible, it is preferable to charge a user fee for services that are identifiable to specific users instead of levying a general tax to all property owners.

Other Sources – Other revenue sources are rentals of City-owned property, interest/penalties, payments in lieu of taxes and grants from senior governments. In 2024, approximately 2% of the City of Port Alberni's revenues will be derived from these other sources.

Revenue from some rentals and interest are increasing based on CPI and prescribed interest rates now in the 3% to 5% range. Grants from senior governments vary significantly from year to year depending on successful application for conditional funding.

Distribution of Property Taxes among Property Classes

Council will provide the policy direction which will be incorporated in the *Financial Plan*. The previous year tax shares were allocated as follows:

Class 1 – Residential - Tax increases will reflect the 12.48% for this class [share to be confirmed by Council]. Between 2005 and 2023 the share of property taxation paid by Class 1 increased from 40.00% to 60.81%.

Class 4 – Major Industry - In 2006, Council directed that significant tax reductions be provided for Class 4 taxpayers over a five-year period in response to continued market weakness in the coastal forest industry and higher than average municipal tax rates for Major Industry in Port Alberni. These reductions were implemented in 2006. The City subsequently further committed that through 2013 to 2017 there would be no increase in taxes for Major Industry as part of the agreement to purchase Catalyst's sewage lagoon infrastructure. The above noted reductions and freezes resulted in the Major Industry share of taxation decreasing from 41.80% in 2005 to 18.71% in 2023.

Class 5 - Light Industry – Growth has occurred in the Class 5 property classification since 2019. Historically the rate of Class 4 and 5 were the same. These classes were delinked in 2021 with a 20 per thousand separation commitment from Council. The tax share of Class 5 was 2.54% in 2023.

Class 6 – Business In committing to successful implementation of Council's *Strategic Plan* business rates will be reviewed to allocate the increase of 12.48%. Business property tax rates had a taxation share of 17.60% in 2023.

Other Classes Approximately 0.35% of total taxation arises from the other property classes in Port Alberni. Council will consider the share of taxation paid by other classes for 2024 to allocate the tax increase of 12.48%.

Permissive Tax Exemptions

Permissive tax exemptions are provided by the City of Port Alberni as permitted under the *Community Charter* and in compliance with Council policy. Permissive tax exemptions must also fall within the budget constraints identified by Council to be considered for approval. Council approved the "Permissive Tax Exemption Bylaw No. 5090, 2023" in effect for the years 2024 to 2027.

Generally, permissive tax exemptions are a means for Council to support organizations within the community which further Council's objectives of enhancing quality of life (economic, social, and cultural) and delivering services economically. Specifically, the policy allows for annual application by eligible organizations for permissive tax exemptions on the lands or buildings they occupy, and who provide for:

- athletic or recreational programs or facilities for youth;
- services and facilities for persons requiring additional supports; mental wellness and addictions;
- programming for youth and seniors;
- protection and maintenance of important community heritage;
- arts, cultural or educational programs or facilities;
- emergency or rescue services;
- services for the public in a formal partnership with the City or;
- preservation of an environmentally or ecologically sensitive area designated within the Official Community Plan;

Eligible organizations may be considered for tax exemptions exceeding one year (to a maximum of 10 years) where it is demonstrated that the services/benefits they offer to the community are of duration equal to or greater than the period of tax exemption.

In 2023, 56 organizations were approved, with a total annual property tax exemption value of approximately \$313,111.39.

Revitalization Tax Exemptions

Council adopted “*City of Port Alberni Revitalization Tax Exemption Program, Bylaw No.4824*” in 2013. Council amended the Bylaw in March 2016 to include Harbour Quay and City owned properties to the Schedule of eligible properties. Also, in 2016, Council adopted a new Revitalization Tax Exemption Bylaw covering all other commercial areas. In 2023, one application was received and approved. This approved application experienced the first tax exemption in 2024 and is in effect for a period of ten years [expires December 31, 2033].

Strategic Community Investment (SCI) and Traffic Fine Revenue Sharing (TFRS) Funds

The Strategic Community Investment Fund Plan is an unconditional grant from the Province to municipalities to assist in provision of basic services. The Traffic Fine Revenue Sharing Fund returns net revenues from traffic violations to municipalities responsible for policing costs.

The City is expecting to receive approximately \$550,000 in 2024. Performance targets are not expected to change from 2023 to 2024. SCI and TFRS funds are allocated to general revenue to support local government service delivery.

Community Gaming Funding

On October 23, 2007 the City of Port Alberni and the Province of BC signed the Host Financial Assistance Agreement providing for the transfer to the City (Host) of ten (10%) percent of net gaming revenue from the casino located within the City's boundaries. The budget assumes that the City of Port Alberni will continue to receive a share of gaming revenue through the five years of this Financial Plan. It should be noted that there is no long-term agreement in place with the Province.

Community gaming funds must be applied to Eligible Costs only. Eligible Costs are defined by the Province as “the costs and expenses incurred by the Host for any purpose that is of public benefit to the Host and within the lawful authority of the Host.”

2023 Funding Allocation	Funds (\$) Allocated
McLean Mill National Historic Site Operations	\$204,015
Visitor Centre Funding	103,000
Offset Economic Development	140,000
Community Investment Plan/Grants in Aid	33,200
Total commitments	\$480,215



CITY OF PORT ALBERNI

FINANCIAL PLAN

2024-2028

April 8, 2024
for
Adoption



**CITY OF PORT ALBERNI
CONSOLIDATED FINANCIAL PLAN 2024 - 2028**

	2024	2025	2026	2027	2028
Revenue					
Taxes					
Property Taxes	31,223,574	35,782,447	39,115,687	41,307,389	43,298,497
Other Taxes	835,453	860,702	886,716	913,518	941,131
Grants in Lieu of Taxes	231,750	231,761	231,772	231,787	231,795
Fees and Charges					
Sales of Service	4,904,967	5,031,949	5,177,557	5,345,730	5,502,267
Sales of Service/Utilities	7,613,843	7,871,234	8,272,581	8,624,247	8,750,340
Service to other Government	72,100	72,100	74,263	76,491	78,786
User Fees/Fines	756,135	636,171	650,588	665,396	680,608
Rentals	180,993	186,422	192,015	197,776	203,709
Interest/Penalties/Miscellaneous	1,263,372	1,275,063	1,291,888	1,309,232	1,327,110
Grants/Other Governments	1,125,000	1,156,650	1,189,250	1,222,828	1,257,412
Other Contributions	139,900	89,900	89,900	89,900	89,900
	<u>48,347,087</u>	<u>53,194,399</u>	<u>57,172,217</u>	<u>59,984,294</u>	<u>62,361,555</u>
Expenses					
Debt Interest	647,335	647,335	647,335	647,335	647,335
Capital Expenses	8,479,289	9,706,789	7,295,181	5,783,074	5,556,133
Other Municipal Purposes					
General Municipal	5,811,126	6,076,220	6,209,808	6,320,465	6,521,001
Police Services	9,582,621	10,008,072	10,327,465	10,678,813	10,991,970
Fire Services	4,827,053	4,986,543	5,112,752	5,242,415	5,375,643
Other Protective Services	449,040	458,622	470,896	513,538	496,556
Transportation Services	6,497,624	6,771,126	7,068,495	7,266,793	7,472,408
Environmental Health and Development	3,303,434	3,672,107	3,638,305	3,680,860	3,802,633
Parks and Recreation	7,049,166	7,346,121	7,559,122	7,779,337	8,004,679
Cultural	1,873,847	2,094,699	2,167,288	2,244,589	2,325,290
Water	2,146,469	2,215,509	2,279,676	2,345,644	2,413,645
Sewer	1,849,760	1,908,458	1,964,827	2,022,768	2,082,493
Contingency	275,000	300,000	300,000	300,000	300,000
	<u>52,791,764</u>	<u>56,191,601</u>	<u>55,041,150</u>	<u>54,825,631</u>	<u>55,989,786</u>
Revenue Over (Under) Expenses Before Other	<u>(4,444,677)</u>	<u>(2,997,202)</u>	<u>2,131,067</u>	<u>5,158,663</u>	<u>6,371,769</u>
Other					
Debt Proceeds	-	-	-	-	-
Debt Principal	(363,788)	(363,788)	(363,788)	(363,788)	(363,788)
Transfer from Equipment Replacement Reserve	520,914	2,949,311	1,206,674	520,192	607,551
Transfer from Land Sale Reserve	-	-	-	-	-
Transfer from Cemetery Trust	2,000	2,000	2,000	2,000	2,000
Transfer from (to) Reserves	4,285,551	409,679	(2,975,953)	(5,317,067)	(6,617,532)
	<u>4,444,677</u>	<u>2,997,202</u>	<u>(2,131,067)</u>	<u>(5,158,663)</u>	<u>(6,371,769)</u>
Balanced Budget	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>



CITY OF PORT ALBERNI
GENERAL FUND - REVENUE
2024-2028 FINANCIAL PLAN

	Budget 2023	Actual \$	Variance 2023	Budget 2024	Increase \$	Increase %	Budget 2025	Increase %	Budget 2026	Increase %	Budget 2027	Increase %	Budget 2028	Increase %
REAL PROPERTY TAXES														
11111 General Purposes - Taxes	27,547,134	(unaudited) 27,518,431	(unaudited) (28,703)	31,011,903	3,464,769	12.58%	35,570,776	14.70%	38,904,016	9.37%	41,095,718	5.63%	43,086,826	4.85%
11112 Debt Purposes - Taxes	211,671	210,472	(1,199)	211,671	-	0.00%	211,671	0.00%	211,671	0.00%	211,671	0.00%	211,671	0.00%
<i>TAX LEVY</i>	27,758,805	27,728,903	(29,902)	31,223,574	3,464,769	12.48%	35,782,447	14.60%	39,115,687	9.32%	41,307,389	5.60%	43,298,497	4.82%
11211 Special Area Levy	18,000	18,000	-	18,540	540	3.00%	19,282	4.00%	20,053	4.00%	20,855	4.00%	21,689	4.00%
<i>SPECIAL ASSESSMENTS</i>	18,000	18,000	-	18,540	540	3.00%	19,282	4.00%	20,053	4.00%	20,855	4.00%	21,689	4.00%
11910 Utility Tax 1%	786,028	852,834	66,806	816,913	30,885	3.93%	841,420	3.00%	866,663	3.00%	892,663	3.00%	919,442	3.00%
<i>TAXES</i>	28,562,833	28,599,737	36,904	32,059,027	3,496,194	12.24%	36,643,149	14.30%	40,002,403	9.17%	42,220,907	5.55%	44,239,628	4.78%
FEDERAL GOVERNMENT														
12110 Federal Building Grant	520	572	52	550	30	5.77%	561	2.00%	572	1.96%	587	2.62%	595	1.36%
12210 CBC Grant	3,500	6,065	2,565	6,000	2,500	71.43%	6,000	0.00%	6,000	0.00%	6,000	0.00%	6,000	0.00%
PROVINCIAL GOVERNMENT														
12310 Provincial Government Grant	54,000	56,245	2,245	54,000	-	0.00%	54,000	0.00%	54,000	0.00%	54,000	0.00%	54,000	0.00%
12410 BC Hydro	106,000	120,040	14,040	106,000	-	0.00%	106,000	0.00%	106,000	0.00%	106,000	0.00%	106,000	0.00%
12411 Public Housing Grant (in lieu of taxes)	65,000	74,597	9,597	65,000	-	0.00%	65,000	0.00%	65,000	0.00%	65,000	0.00%	65,000	0.00%
OTHER ENTITIES														
12910 University of Victoria	225	202	(23)	200	(25)	-11.11%	200	0.00%	200	0.00%	200	0.00%	200	0.00%
<i>GRANTS IN LIEU OF TAXES</i>	229,245	257,721	28,476	231,750	2,505	1.09%	231,761	0.00%	231,772	0.00%	231,787	0.01%	231,795	0.00%
SERVICES PROVIDED TO GOVERNMENT														
13121 PRISONER EXPENSE RECOVERY	50,000	72,509	22,509	70,000	20,000	40.00%	72,100	3.00%	74,263	3.00%	76,491	3.00%	78,786	3.00%
SALES OF SERVICES														
14120 ADMINISTRATION SERVICE CHARGE	25,500	22,417	(3,083)	25,500	-	0.00%	25,500	0.00%	25,500	0.00%	25,500	0.00%	25,500	0.00%
14221 Law Enforcement Service Charge	191,500	171,177	(20,323)	192,500	1,000	0.52%	198,275	3.00%	204,223	3.00%	210,350	3.00%	216,660	3.00%
14241 Fire Department Service Charge	198,490	344,833	146,343	279,333	80,843	40.73%	296,449	6.13%	296,484	0.01%	313,979	5.90%	314,540	0.18%
<i>PROTECTIVE SERVICES</i>	389,990	516,010	126,020	471,833	81,843	20.99%	494,724	4.85%	500,707	1.21%	524,329	4.72%	531,200	1.31%
14310 Public Works Service Charge	77,800	76,811	(989)	77,800	-	0.00%	77,800	0.00%	77,800	0.00%	77,800	0.00%	77,800	0.00%
14400 Public Transit Revenue	288,349	313,702	25,353	301,845	13,496	4.68%	310,900	3.00%	320,227	3.00%	329,834	3.00%	339,729	3.00%
<i>TRANSPORTATION SERVICES</i>	366,149	319	(365,830)	379,645	13,496	3.69%	388,700	2.39%	398,027	2.40%	407,634	2.41%	417,529	2.43%
14433 Commercial Solid Waste Collection	-	16,741	16,741	15,000	15,000		15,450	3.00%	15,914	3.00%	16,391	3.00%	16,883	3.00%
14434 Residential Solid Waste Collection	1,409,780	1,374,821	(34,959)	1,519,211	109,431	7.76%	1,561,387	2.78%	1,623,843	4.00%	1,688,797	4.00%	1,756,349	4.00%
14434 Recycle BC Collection Incentive	293,183	293,904	721	296,115	2,932	1.00%	299,076	1.00%	311,039	4.00%	323,480	4.00%	336,419	4.00%
<i>CURBSIDE WASTE COLLECTION</i>	1,702,963	1,685,466	(17,497)	1,830,326	127,363	7.48%	1,875,913	2.49%	1,950,796	3.99%	2,028,668	3.99%	2,109,651	3.99%
14516 PUBLIC HEALTH-CEMETERIES	86,000	63,185	(22,815)	58,700	(27,300)	-31.74%	60,461	3.00%	62,275	3.00%	64,143	3.00%	66,067	3.00%
14550 PLANNING ADMINISTRATION	66,712	11,080	(55,632)	45,000	(21,712)	-32.55%	45,000	0.00%	45,000	0.00%	45,000	0.00%	45,000	0.00%
14560 ECONOMIC DEVELOPMENT	8,500	263,489	254,989	65,000	56,500	664.71%	10,000	-84.62%	10,000	0.00%	10,000	0.00%	10,000	0.00%
14600 Marine Commercial Building	63,000	65,445	2,445	90,000	27,000	42.86%	92,700	3.00%	95,481	3.00%	98,345	3.00%	101,296	3.00%
14601 Port Building	27,560	26,975	(585)	50,000	22,440	81.42%	51,500	3.00%	53,045	3.00%	54,636	3.00%	56,275	3.00%
14602 Market Square	30,600	23,716	(6,884)	25,000	(5,600)	-18.30%	25,750	3.00%	26,523	3.00%	27,318	3.00%	28,138	3.00%
14690 A. H. Q. Miscellaneous Revenue	500	-	(500)	250	(250)	-50.00%	250	0.00%	250	0.00%	250	0.00%	250	0.00%
<i>ALBERNI HARBOUR QUAY</i>	121,660	116,136	(5,524)	165,250	43,590	35.83%	170,200	3.00%	175,299	3.00%	180,549	2.99%	185,959	3.00%



**CITY OF PORT ALBERNI
GENERAL FUND - REVENUE
2024-2028 FINANCIAL PLAN**

	Budget 2023	Actual \$	Variance 2023	Budget 2024	Increase \$	Increase %	Budget 2025	Increase %	Budget 2026	Increase %	Budget 2027	Increase %	Budget 2028	Increase %
RECREATION SERVICES			-											
RECREATION FACILITIES			-											
14710 Gyro Youth Centre	6,000	8,614	2,614	6,500	500	8.33%	6,695	3.00%	6,896	3.00%	7,103	3.00%	7,316	3.00%
14712 Echo '67 Centre	200,520	210,381	9,861	206,786	6,266	3.12%	212,989	3.00%	219,379	3.00%	225,960	3.00%	232,739	3.00%
14714 Glenwood Centre	27,950	49,497	21,547	39,050	11,100	39.71%	40,222	3.00%	41,428	3.00%	42,671	3.00%	43,951	3.00%
14716 Echo Aquatic Centre	39,000	20,474	(18,526)	32,000	(7,000)	-17.95%	32,960	3.00%	33,949	3.00%	34,967	3.00%	36,016	3.00%
14718 AV Multiplex	499,000	824,768	325,768	647,000	148,000	29.66%	726,410	12.27%	746,402	2.75%	766,994	2.76%	788,204	2.77%
14720 Stadium & Athletic Fields	18,000	15,080	(2,920)	19,500	1,500	8.33%	20,085	3.00%	20,688	3.00%	21,308	3.00%	21,947	3.00%
RECREATION PROGRAMS			-											
SPORT PROGRAMS			-											
14730 Glenwood Centre	1,500	2,142	642	1,500	-	0.00%	1,530	2.00%	1,561	2.03%	1,592	1.99%	1,624	2.01%
14732 Echo Aquatic Centre	182,000	213,127	31,127	203,500	21,500	11.81%	209,605	3.00%	215,893	3.00%	222,370	3.00%	229,041	3.00%
14734 AV Multiplex	38,500	34,851	(3,649)	34,100	(4,400)	-11.43%	35,123	3.00%	36,177	3.00%	37,262	3.00%	38,380	3.00%
LEISURE PROGRAMS			-											
14738 Children's Programs	229,500	271,210	41,710	275,000	45,500	19.83%	283,250	3.00%	291,748	3.00%	300,500	3.00%	309,515	3.00%
14740 Youth Programs & Services	10,000	6,986	(3,014)	10,180	180	1.80%	10,485	3.00%	10,800	3.00%	11,124	3.00%	11,458	3.00%
14742 Adult Programs	68,400	91,102	22,702	85,000	16,600	24.27%	87,550	3.00%	90,176	3.00%	92,882	3.00%	95,668	3.00%
14750 Special Events	1,000	-	(1,000)	1,000	-	0.00%	1,000	0.00%	1,000	0.00%	1,000	0.00%	1,000	0.00%
COMMUNITY SERVICES			-											
14760 Community Services Misc. Revenue	5,500	35,738	30,238	19,350	13,850	251.82%	10,300	-46.77%	10,609	3.00%	10,927	3.00%	11,255	3.00%
14770 Contributions & Grants	140,447	199,509	59,062	140,447	-	0.00%	140,447	0.00%	140,447	0.00%	140,447	0.00%	140,447	0.00%
RECREATION SERVICES	1,467,317	1,983,479	516,162	1,720,913	253,596	17.28%	1,818,651	5.68%	1,867,153	2.67%	1,917,107	2.68%	1,968,561	2.68%
CULTURAL SERVICES			-											
MUSEUM SERVICES			-											
14810 Museum-Sales & Service	35,800	55,200	19,400	39,400	3,600	10.06%	39,400	0.00%	39,400	0.00%	39,400	0.00%	39,400	0.00%
14820 Museum-Federal Grants	3,400	-	(3,400)	3,400	-	0.00%	3,400	0.00%	3,400	0.00%	3,400	0.00%	3,400	0.00%
14830 Museum-Provincial Grants	68,000	106,361	38,361	100,000	32,000	47.06%	100,000	0.00%	100,000	0.00%	100,000	0.00%	100,000	0.00%
CULTURAL SERVICES	107,200	161,561	54,361	142,800	35,600	33.21%	142,800	0.00%	142,800	0.00%	142,800	0.00%	142,800	0.00%
SALES OF SERVICES	4,341,991	4,823,143	481,152	4,904,967	562,976	12.97%	5,031,949	2.59%	5,177,557	2.89%	5,345,730	3.25%	5,502,267	2.93%
OTHER REVENUE OWN SOURCES			-											
15110 Business License Fees	170,000	191,237	21,237	190,000	20,000	11.76%	191,900	1.00%	193,819	1.00%	195,757	1.00%	197,715	1.00%
15160 Dog License Fees	13,500	15,752	2,252	13,635	135	1.00%	13,771	1.00%	13,909	1.00%	14,048	1.00%	14,189	1.00%
15170 Building & Plumbing Permit Fees	400,000	125,679	(274,321)	400,000	-	0.00%	412,000	3.00%	424,360	3.00%	437,091	3.00%	450,204	3.00%
15181 Other Const/Demolition Permit Fees	500	660	160	500	-	0.00%	500	0.00%	500	0.00%	500	0.00%	500	0.00%
15190 Vacant Bldg. Registration Permit Fees	1,000	-	(1,000)	1,000	-	0.00%	1,000	0.00%	1,000	0.00%	1,000	0.00%	1,000	0.00%
LICENCES & PERMITS	585,000	333,328	(251,672)	605,135	20,135	3.44%	619,171	2.32%	633,588	2.33%	648,396	2.34%	663,608	2.35%
FINES & PARKING TICKETS	17,000	11,321	(5,679)	151,000	134,000	788.24%	17,000	-88.74%	17,000	0.00%	17,000	0.00%	17,000	0.00%
RENTALS	186,090	163,230	(22,860)	180,993	(5,097)	-2.74%	186,422	3.00%	192,015	3.00%	197,776	3.00%	203,709	3.00%
INTEREST ON INVESTMENTS			-											
15510 Interest On Investments	300,000	422,036	122,036	400,000	100,000	33.33%	400,000	0.00%	400,000	0.00%	400,000	0.00%	400,000	0.00%
15590 Other Interest	146,000	353,033	207,033	306,000	160,000	109.59%	306,000	0.00%	306,000	0.00%	306,000	0.00%	306,000	0.00%
RETURN ON INVESTMENTS	446,000	775,069	329,069	706,000	260,000	58.30%	706,000	0.00%	706,000	0.00%	706,000	0.00%	706,000	0.00%
PENALTIES & INTEREST			-											
15611 Current Tax Penalties	190,000	205,721	15,721	210,000	20,000	10.53%	216,300	3.00%	222,789	3.00%	229,473	3.00%	236,357	3.00%
15621 Arrears & Delinquent Tax Interest	53,600	86,569	32,969	53,600	-	0.00%	55,208	3.00%	56,864	3.00%	58,570	3.00%	60,327	3.00%
15625 Residential Garbage Penalties	20,000	16,729	(3,271)	20,000	-	0.00%	20,000	0.00%	20,000	0.00%	20,000	0.00%	20,000	0.00%
PENALTIES & INTEREST	263,600	309,019	45,419	283,600	20,000	7.59%	291,508	2.79%	299,653	2.79%	308,043	2.80%	316,684	2.81%



**CITY OF PORT ALBERNI
GENERAL FUND - REVENUE
2024-2028 FINANCIAL PLAN**

	Budget 2023	Actual \$	Variance 2023	Budget 2024	Increase \$	Increase %	Budget 2025	Increase %	Budget 2026	Increase %	Budget 2027	Increase %	Budget 2028	Increase %
15930 Miscellaneous Revenue	230,500	241,693	11,193	239,782	9,282	4.03%	242,205	1.01%	249,471	3.00%	256,955	3.00%	264,663	3.00%
15940 Miscellaneous Revenue-IT Services	33,000	33,488	488	33,990	990	3.00%	35,350	4.00%	36,764	4.00%	38,234	4.00%	39,763	4.00%
MISCELLANEOUS REVENUE	263,500	275,181	11,681	273,772	10,272	3.90%	277,555	1.38%	286,235	3.13%	295,189	3.13%	304,426	3.13%
OTHER REVENUE OWN SOURCES	1,761,190	1,867,148	105,958	2,200,500	439,310	24.94%	2,097,656	-4.67%	2,134,491	1.76%	2,172,404	1.78%	2,211,427	1.80%
UNCONDITIONAL TRANSFERS OTHER GOV'T														
PROVINCIAL GOVERNMENT														
16212 Small Community Protection Grant	255,000	210,000	(45,000)	210,000	(45,000)	-17.65%	216,300	3.00%	222,789	3.00%	229,473	3.00%	236,357	3.00%
16214 Revenue Sharing - Traffic Fines	345,000	344,000	(1,000)	345,000	-	0.00%	355,350	3.00%	366,011	3.00%	376,991	3.00%	388,301	3.00%
16215 Community Gaming Revenue	520,000	460,070	(59,930)	500,000	(20,000)	-3.85%	515,000	3.00%	530,450	3.00%	546,364	3.00%	562,754	3.00%
UNCOND TFRS OTHER GOV'T	1,120,000	1,014,070	(105,930)	1,055,000	(65,000)	-5.80%	1,086,650	3.00%	1,119,250	3.00%	1,152,828	3.00%	1,187,412	3.00%
CONDITIONAL TRANSFERS OTHER														
18120 Grants/Contributions UBCM/FCM	-	2,635,554	2,635,554	-	-	0.00%	-	0.00%	-	0.00%	-	0.00%	-	0.00%
18121 Grants/Contributions Other	70,000	-	(70,000)	70,000	-	0.00%	70,000	0.00%	70,000	0.00%	70,000	0.00%	70,000	0.00%
CONDITIONAL TRANSFERS - OTHER	70,000	2,635,554	2,565,554	70,000	-	0.00%	70,000	0.00%	70,000	0.00%	70,000	0.00%	70,000	0.00%
OTHER TRANSFERS & COLLECTIONS														
19110 Cemetery Trust Fund	2,000	-	(2,000)	2,000	-	0.00%	2,000	0.00%	2,000	0.00%	2,000	0.00%	2,000	0.00%
19114 Operating Funds From Prior Years	532,253	-	(532,253)	-	(532,253)	-100.00%	400,000	0.00%	400,000	0.00%	400,000	0.00%	400,000	0.00%
19115 Transfer from RCMP Surplus Reserve	204,490	-	(204,490)	193,116	(11,374)	-5.56%	-	-	-	-	-	-	-	-
TRANSFERS FROM OWN RESERVES	738,743	-	(738,743)	195,116	(543,627)	-73.59%	402,000	106.03%	402,000	0.00%	402,000	0.00%	402,000	0.00%
COLLECTIONS FOR OTHER GOV'T														
19811 Non-Residential School Tax	1,783,987	1,844,804	60,817	1,875,000	91,013	5.10%	1,931,250	3.00%	1,989,188	3.00%	2,048,863	3.00%	2,110,329	3.00%
19812 Residential School Tax	4,467,708	5,095,878	628,170	5,200,000	732,292	16.39%	5,356,000	3.00%	5,516,680	3.00%	5,682,180	3.00%	5,852,646	3.00%
COLLECTIONS FOR OTHER GOV'T	6,251,695	6,940,682	688,987	7,075,000	823,305	13.17%	7,287,250	3.00%	7,505,868	3.00%	7,731,043	3.00%	7,962,975	3.00%
REGIONAL GOVERNMENT														
19820 Alberni-Clayoquot Regional Hosp Dist.	682,652	680,965	(1,687)	679,233	(3,419)	-0.50%	685,000	0.85%	685,000	0.00%	685,000	0.00%	685,000	0.00%
19821 Alberni-Clayoquot Regional District	1,770,580	1,769,087	(1,493)	1,807,199	36,619	2.07%	2,094,578	15.90%	2,157,415	3.00%	2,222,138	3.00%	2,288,802	3.00%
REGIONAL GOVERNMENT	2,453,232	2,450,052	(3,180)	2,486,432	33,200	1.35%	2,779,578	11.79%	2,842,415	2.26%	2,907,138	2.28%	2,973,802	2.29%
JOINT BOARDS AND COMMISSIONS														
19830 Municipal Finance Authority	700	1,049	349	1,200	500	71.43%	1,236	3.00%	1,273	2.99%	1,311	2.99%	1,351	3.05%
19831 BC Assessment	190,000	215,846	25,846	220,000	30,000	15.79%	226,600	3.00%	233,398	3.00%	240,400	3.00%	247,612	3.00%
JOINT BOARDS AND COMMISSIONS	190,700	216,895	26,195	221,200	30,500	15.99%	227,836	3.00%	234,671	3.00%	241,711	3.00%	248,963	3.00%
OTHER TRANSFERS, COLLECTIONS	8,895,627	9,607,629	712,002	9,782,632	887,005	9.97%	10,294,664	5.23%	10,582,954	2.80%	10,879,892	2.81%	11,185,740	2.81%
GENERAL FUND REVENUE	45,769,629	48,877,511	3,107,882	50,568,992	4,799,363	10.49%	55,929,929	10.60%	59,794,690	6.91%	62,552,039	4.61%	65,109,055	4.09%



**CITY OF PORT ALBERNI
GENERAL FUND - EXPENSE
2024-2028 FINANCIAL PLAN**

	Budget 2023	Actual 2023	Variance 2023	Budget 2024	Increase %	Budget 2025	Increase %	Budget 2026	Increase %	Budget 2027	Increase %	Budget 2028	Increase %
GENERAL GOVERNMENT SERVICE													
LEGISLATIVE													
		(unaudited)	(unaudited)										
21110 Mayor	72,070	73,892	(1,822)	74,724	3.68%	78,265	4.74%	81,983	4.75%	85,887	4.76%	89,985	4.77%
21130 Council	193,052	197,543	(4,491)	201,961	4.61%	211,280	4.61%	221,046	4.62%	231,280	4.63%	242,003	4.64%
21190 Receptions and Other Services	34,260	32,458	1,802	46,880	36.84%	45,592	-2.75%	57,105	25.25%	51,670	-9.52%	50,290	-2.67%
LEGISLATIVE	299,382	303,893	(4,511)	323,565	8.08%	335,137	3.58%	360,134	7.46%	368,837	2.42%	382,278	3.64%
GENERAL ADMINISTRATION													
ADMINISTRATIVE													
21211 Chief Administrative Officer	235,020	263,905	(28,885)	338,984	44.24%	378,172	11.56%	391,401	3.50%	402,879	2.93%	414,706	2.94%
21212 Corporate Services	678,929	677,987	942	812,438	19.66%	782,694	-3.66%	753,475	-3.73%	774,475	2.79%	796,537	2.85%
21215 Legal Services	25,000	22,796	2,204	25,000	0.00%	25,000	0.00%	25,000	0.00%	25,000	0.00%	25,000	0.00%
21216 Bylaw Enforcement	449,373	489,549	(40,176)	474,853	5.67%	489,418	3.07%	500,407	2.25%	513,235	2.56%	526,394	2.56%
22140 Parking Enforcement	-	-	-	-	-	25,000	-	25,000	0.00%	25,000	0.00%	25,000	0.00%
21217 Bylaw Enforcement Vehicles	20,769	13,762	7,007	21,362	2.86%	21,973	2.86%	22,602	2.86%	23,250	2.87%	23,914	2.86%
21218 Public Safety Building	48,000	31,139	16,861	59,727	24.43%	60,522	1.33%	62,080	2.57%	63,673	2.57%	65,312	2.57%
FINANCIAL MANAGEMENT													
21221 Financial Management Administration	999,412	941,893	57,519	1,034,184	3.48%	1,103,581	6.71%	1,133,965	2.75%	1,165,261	2.76%	1,197,445	2.76%
21225 External Audit	32,000	39,500	(7,500)	32,960	3.00%	33,949	3.00%	34,967	3.00%	36,016	3.00%	37,097	3.00%
21226 Purchasing Administration	147,350	142,933	4,417	134,015	-9.05%	138,093	3.04%	141,274	2.30%	144,550	2.32%	147,925	2.33%
21229 Other Financial Management	66,812	70,059	(3,247)	79,290	18.68%	60,791	-23.33%	62,348	2.56%	63,975	2.61%	65,677	2.66%
COMMON SERVICES													
21222 Administration Vehicle	12,271	9,376	2,895	12,639	3.00%	13,018	3.00%	13,409	3.00%	13,811	3.00%	14,225	3.00%
21252 City Hall	119,776	157,518	(37,742)	140,832	17.58%	145,465	3.29%	149,587	2.83%	153,826	2.83%	158,172	2.83%
21253 Other City Buildings	2,100	778	1,322	2,185	4.05%	2,270	3.89%	2,334	2.82%	2,406	3.08%	2,481	3.12%
21259 Other Common Services	503,140	426,472	76,668	671,462	33.45%	719,456	7.15%	734,308	2.06%	749,590	2.08%	765,315	2.10%
21260 Carbon Offsets	45,000	45,000	-	51,500	14.44%	53,045	3.00%	54,636	3.00%	56,275	3.00%	57,964	3.00%
INFORMATION SERVICES													
21261 Information Services	854,216	706,402	147,814	968,488	13.38%	1,012,369	4.53%	1,055,504	4.26%	1,100,571	4.27%	1,147,564	4.27%
OTHER ADMINISTRATIVE SERVICES													
21282 Appraisals	-	3,661	(3,661)	-	-	27,500	-	-	-	-	-	-	-
21283 Personnel (Human Resources)	385,823	347,291	38,532	435,976	13.00%	452,181	3.72%	421,448	-6.80%	430,986	2.26%	455,776	5.75%
21285 Employee Wellness (EFAP)	16,599	14,999	1,600	17,812	7.31%	18,477	3.73%	19,146	3.62%	19,841	3.63%	20,561	3.63%
RECOVERIES													
21290 Administration Services Recovered	(503,000)	(527,004)	24,004	(530,000)	5.37%	(545,900)	3.00%	(562,277)	3.00%	(579,145)	3.00%	(596,520)	3.00%
GENERAL ADMINISTRATION	4,138,590	3,878,017	260,573	4,783,707	15.59%	5,017,074	4.88%	5,040,614	0.47%	5,185,475	2.87%	5,350,545	3.18%
21911 Election Expense	-	5,491	(5,491)	-	-	-	-	64,290	-	-	-	-	-
21920 Training and Development	150,427	167,500	(17,073)	191,212	27.11%	196,948	3.00%	202,857	3.00%	208,943	3.00%	215,211	3.00%
21925 Council Travel and Development	71,100	53,206	17,894	76,000	6.89%	78,280	3.00%	80,628	3.00%	83,047	3.00%	85,539	3.00%
21930 Insurance	392,878	371,126	21,752	404,642	2.99%	416,781	3.00%	429,285	3.00%	442,163	3.00%	455,428	3.00%
21931 Damage Claims	21,000	4,986	16,014	21,000	0.00%	21,000	0.00%	21,000	0.00%	21,000	0.00%	21,000	0.00%
21950 Grants In Aid	11,000	-	11,000	11,000	0.00%	11,000	0.00%	11,000	0.00%	11,000	0.00%	11,000	0.00%
OTHER GENERAL GOV'T SERVICES	646,405	602,309	44,096	703,854	8.89%	724,009	2.86%	809,060	11.75%	766,153	-5.30%	788,178	2.87%
GENERAL GOVERNMENT SERVICE	5,084,377	4,784,218	300,159	5,811,126	14.29%	6,076,220	4.56%	6,209,808	2.20%	6,320,465	1.78%	6,521,001	3.17%
PROTECTIVE SERVICES													
22121 Police Services Contract	6,730,009	7,035,396	(305,387)	7,287,407	8.28%	7,622,452	4.60%	7,875,460	3.32%	8,141,534	3.38%	8,401,662	3.20%
22122 Police Services Administration	1,184,096	1,286,892	(102,796)	1,331,508	12.45%	1,379,480	3.60%	1,417,654	2.77%	1,456,947	2.77%	1,497,427	2.78%
22123 Police Services Consulting	33,000	35,610	(2,610)	36,000	9.09%	38,750	7.64%	38,750	0.00%	41,000	5.81%	41,000	0.00%
22130 Community Policing	154,490	150,560	3,930	159,292	3.11%	163,285	2.51%	168,703	3.32%	172,995	2.54%	177,499	2.60%
22160 Police Building Maintenance	195,886	190,918	4,968	196,663	0.40%	211,151	7.37%	217,406	2.96%	239,811	10.31%	230,311	-3.96%
22180 Detention & Custody of Prisoners	525,933	575,846	(49,913)	571,751	8.71%	592,954	3.71%	609,492	2.79%	626,526	2.79%	644,071	2.80%



**CITY OF PORT ALBERNI
GENERAL FUND - EXPENSE
2024-2028 FINANCIAL PLAN**

	Budget 2023	Actual 2023	Variance 2023	Budget 2024	Increase %	Budget 2025	Increase %	Budget 2026	Increase %	Budget 2027	Increase %	Budget 2028	Increase %
<i>POLICE PROTECTION</i>	8,823,414	9,275,222	(451,808)	9,582,621	8.60%	10,008,072	4.44%	10,327,465	3.19%	10,678,813	3.40%	10,991,970	2.93%
22411 Fire Protection Administration	399,819	424,260	(24,441)	415,283	3.87%	427,502	2.94%	439,562	2.82%	451,984	2.83%	464,778	2.83%
22421 Fire Crew	3,397,501	3,473,297	(75,796)	3,488,594	2.68%	3,571,786	2.38%	3,657,126	2.39%	3,744,705	2.39%	3,834,583	2.40%
22422 Personnel Expense	52,597	58,170	(5,573)	58,127	10.51%	59,973	3.18%	61,773	3.00%	63,626	3.00%	65,535	3.00%
22431 Communication System	8,560	17,768	(9,208)	8,901	3.98%	9,257	4.00%	9,535	3.00%	9,821	3.00%	10,115	2.99%
22440 Fire Investigation	2,000	-	2,000	2,080	4.00%	2,163	3.99%	2,228	3.01%	2,295	3.01%	2,364	3.01%
22441 Fire Prevention	172,095	169,583	2,512	183,927	6.88%	188,301	2.38%	192,733	2.35%	197,276	2.36%	201,934	2.36%
22471 Fire Building Maintenance	90,182	60,689	29,493	93,915	4.14%	97,612	3.94%	100,494	2.95%	103,448	2.94%	106,491	2.94%
22480 Vehicle Repair & Maintenance	203,066	217,142	(14,076)	494,043	143.29%	544,234	10.16%	560,500	2.99%	577,254	2.99%	594,510	2.99%
22481 Sundry Equipment Repair & Mtce	27,269	17,678	9,591	28,359	4.00%	29,493	4.00%	30,378	3.00%	31,290	3.00%	32,228	3.00%
22482 Fire Fighting Tools/Supplies Purchases	41,209	43,082	(1,873)	53,824	30.61%	56,222	4.46%	58,423	3.91%	60,716	3.92%	63,105	3.93%
<i>FIRE PROTECTION</i>	4,394,298	4,481,669	(87,371)	4,827,053	9.85%	4,986,543	3.30%	5,112,752	2.53%	5,242,415	2.54%	5,375,643	2.54%
22510 Emergency Program (Tsunami Warning)	585	562	23	6,401	994.19%	2,027	-68.33%	2,088	3.01%	2,151	3.02%	2,215	2.98%
22921 Building & Plumbing Inspection	308,321	245,664	62,657	278,481	-9.68%	287,557	3.26%	294,744	2.50%	332,146	12.69%	309,770	-6.74%
22926 Building Inspector Vehicle	10,892	2,724	8,168	10,395	-4.56%	10,707	3.00%	11,028	3.00%	11,359	3.00%	11,699	2.99%
22931 Animal Control Services Contract	149,328	136,578	12,750	153,763	2.97%	158,331	2.97%	163,036	2.97%	167,882	2.97%	172,872	2.97%
<i>OTHER PROTECTION</i>	468,541	384,966	83,575	442,639	-5.53%	456,595	3.15%	468,808	2.67%	511,387	9.08%	494,341	-3.33%
PROTECTIVE SERVICES	13,686,838	14,142,419	(455,581)	14,858,714	8.56%	15,453,237	4.00%	15,911,113	2.96%	16,434,766	3.29%	16,864,169	2.61%
TRANSPORTATION SERVICE													
COMMON SERVICES													
23110 Engineering Administration	971,113	752,176	218,937	881,031	-9.28%	967,988	9.87%	1,097,327	13.36%	1,122,983	2.34%	1,149,130	2.33%
23121 Engineering Consulting Services	50,000	178,324	(128,324)	50,000	0.00%	51,500	3.00%	53,045	3.00%	54,636	3.00%	56,275	3.00%
PUBLIC WORKS ADMINISTRATION													
23129 Clerical & Reception-Operation	132,007	176,768	(44,761)	172,045	30.33%	178,098	3.52%	183,157	2.84%	188,368	2.85%	193,735	2.85%
23130 Supervision Operations	455,616	532,919	(77,303)	390,448	-14.30%	401,154	2.74%	412,181	2.75%	423,539	2.76%	435,238	2.76%
23134 Small Tools/Equipment/Supplies	43,212	55,560	(12,348)	55,303	27.98%	56,981	3.03%	58,681	2.98%	60,429	2.98%	62,230	2.98%
23136 Works Yard Maintenance	122,607	81,646	40,961	125,481	2.34%	132,845	5.87%	137,158	3.25%	141,582	3.23%	147,910	4.47%
23137 Main Building Maintenance	148,894	165,137	(16,243)	178,159	19.65%	183,985	3.27%	189,240	2.86%	194,648	2.86%	200,203	2.85%
23138 Shop Overhead	102,897	91,542	11,355	101,771	-1.09%	105,139	3.31%	108,119	2.83%	111,171	2.82%	114,315	2.83%
23160 General Equipment Maintenance	731,816	815,030	(83,214)	759,351	3.76%	783,654	3.20%	806,440	2.91%	829,777	2.89%	853,813	2.90%
23161 Vehicle Maintenance & Replacement	33,113	31,174	1,939	34,107	3.00%	35,471	4.00%	36,890	4.00%	38,365	4.00%	39,900	4.00%
23162 Supv Vehicle Mtce & Replacement	36,471	22,932	13,539	28,000	-23.23%	28,840	3.00%	29,705	3.00%	30,596	3.00%	31,514	3.00%
<i>COMMON SERVICES</i>	2,827,746	2,903,208	(75,462)	2,775,696	-1.84%	2,925,655	5.40%	3,111,943	6.37%	3,196,094	2.70%	3,284,263	2.76%
ROAD TRANSPORTATION													
ROADS AND STREETS													
23205 Customer Service Requests-Streets	28,816	91,224	(62,408)	86,859	201.43%	89,897	3.50%	92,352	2.73%	94,881	2.74%	97,486	2.75%
23210 Small Tools/Supplies-Streets	2,286	-	2,286	2,354	2.97%	2,454	4.25%	2,498	1.79%	2,573	3.00%	2,650	2.99%
23220 Streets Inspections	42,775	52,959	(10,184)	45,033	5.28%	46,638	3.56%	47,894	2.69%	49,187	2.70%	50,520	2.71%
23231 Roadway Surfaces Maintenance	569,800	397,230	172,570	626,170	9.89%	646,562	3.26%	665,170	2.88%	684,335	2.88%	704,076	2.88%
23233 Road Allowance Maintenance	343,249	443,909	(100,660)	466,370	35.87%	482,271	3.41%	496,135	2.87%	510,398	2.87%	525,089	2.88%
23234 New Driveway Crossings	14,475	-	14,475	12,819	-11.44%	13,236	3.25%	13,617	2.88%	14,005	2.85%	14,405	2.86%
23236 Street Sweeping	198,933	162,588	36,345	201,522	1.30%	208,282	3.35%	214,144	2.81%	220,183	2.82%	226,402	2.82%
23237 Snow & Ice Removal	205,347	242,330	(36,983)	211,751	3.12%	219,785	3.79%	227,010	3.29%	234,464	3.28%	242,184	3.29%
BRIDGES AND RETAINING WALLS													
23241 Bridges & Engineered Structures	27,938	10,946	16,992	26,681	-4.50%	27,482	3.00%	28,306	3.00%	29,155	3.00%	30,030	3.00%
STREET LIGHTING													
23250 Overhead & Decorative Lighting	384,024	415,725	(31,701)	408,759	6.44%	421,665	3.16%	434,273	2.99%	447,259	2.99%	460,634	2.99%
23261 Signs & Traffic Marking	256,656	221,283	35,373	267,028	4.04%	275,683	3.24%	283,626	2.88%	291,804	2.88%	300,227	2.89%



**CITY OF PORT ALBERNI
GENERAL FUND - EXPENSE
2024-2028 FINANCIAL PLAN**

	Budget 2023	Actual 2023	Variance 2023	Budget 2024	Increase %	Budget 2025	Increase %	Budget 2026	Increase %	Budget 2027	Increase %	Budget 2028	Increase %
23264 Traffic & Railroad Signals	24,831	31,286	(6,455)	25,218	1.56%	25,975	3.00%	26,754	3.00%	27,557	3.00%	28,384	3.00%
PARKING													
23272 Off-Street Parking	18,000	13,849	4,151	17,946	-0.30%	18,563	3.44%	19,110	2.95%	19,674	2.95%	20,256	2.96%
OTHER													
23291 Gravel	116,676	127,110	(10,434)	119,706	2.60%	123,526	3.19%	127,114	2.90%	130,809	2.91%	134,616	2.91%
ROADS & STREETS	2,233,806	2,210,439	23,367	2,518,216	12.73%	2,602,019	3.33%	2,678,003	2.92%	2,756,284	2.92%	2,836,959	2.93%
STORM DRAINAGE OPEN DRAINAGE													
23311 Ditch, Creek & Dyke Maintenance	89,294	123,049	(33,755)	108,312	21.30%	112,149	3.54%	115,325	2.83%	118,567	2.81%	121,905	2.82%
STORM SEWERS													
23331 Storm Sewer Maintenance	109,757	165,069	(55,312)	138,304	26.01%	142,998	3.39%	146,986	2.79%	151,062	2.77%	155,261	2.78%
23333 Storm Sewer Lift Station	78,720	17,853	60,867	52,657	-33.11%	54,572	3.64%	56,059	2.72%	57,573	2.70%	59,133	2.71%
23335 Storm Sewer Connections	144,237	95,403	48,834	114,062	-20.92%	117,852	3.32%	121,202	2.84%	124,630	2.83%	128,162	2.83%
STORM DRAINAGE	422,008	401,374	20,634	413,335	-2.06%	427,571	3.44%	439,572	2.81%	451,832	2.79%	464,461	2.80%
OTHER COMMON SERVICES													
23881 Training Program	69,458	122,851	(53,393)	125,634	80.88%	129,786	3.30%	133,488	2.85%	137,287	2.85%	141,199	2.85%
23882 Safety	22,010	52,944	(30,934)	41,642	89.20%	42,891	3.00%	44,178	3.00%	45,503	3.00%	46,868	3.00%
23884 Special Streets Work Orders	2,950	7,900	(4,950)	2,964	0.47%	3,053	3.00%	3,145	3.01%	3,239	2.99%	3,336	2.99%
OTHER COMMON SERVICES	94,418	183,695	(89,277)	170,240	80.30%	175,730	3.22%	180,811	2.89%	186,029	2.89%	191,403	2.89%
OTHER													
23510 PUBLIC TRANSIT	1,077,555	1,076,198	1,357	1,119,137	3.86%	1,155,151	3.22%	1,189,806	3.00%	1,225,500	3.00%	1,262,265	3.00%
RECOVERIES													
23951 General Overhead Recovery	(893,000)	-	(893,000)	-	-100.00%	-		-		-		-	
23952 Main Building Expense Recovery	(24,000)	(24,000)	-	(24,000)	0.00%	(24,000)	0.00%	(24,000)	0.00%	(24,000)	0.00%	(24,000)	0.00%
23953 Shop Overhead Recovery	(107,800)	-	(107,800)	-	-100.00%	-		-		-		-	
23958 Equipment Charges Recovery	(587,800)	(381,532)	(206,268)	(400,000)	-31.95%	(416,000)	4.00%	(432,640)	4.00%	(449,946)	4.00%	(467,943)	4.00%
23959 Gravel Cost Recovery	(112,000)	(58,322)	(53,678)	(75,000)	-33.04%	(75,000)	0.00%	(75,000)	0.00%	(75,000)	0.00%	(75,000)	0.00%
RECOVERIES	(1,724,600)	(463,854)	(1,260,746)	(499,000)	-71.07%	(515,000)	3.21%	(531,640)	3.23%	(548,946)	3.26%	(566,943)	3.28%
TRANSPORTATION SERVICE	4,930,933	6,311,060	(1,380,127)	6,497,624	31.77%	6,771,126	4.21%	7,068,495	4.39%	7,266,793	2.81%	7,472,408	2.83%
ENVIRONMENTAL HEALTH SERVICES													
SOLID WASTE COLLECTION													
24320 Residential Waste Collection	762,527	606,191	156,336	880,573	15.48%	1,007,822	14.45%	990,507	-1.72%	1,019,022	2.88%	1,048,392	2.88%
24322 Solid Waste Containers Purchase & Mtce	15,500	44,487	(28,987)	51,088	229.60%	52,701	3.16%	65,331	23.97%	67,254	2.94%	69,235	2.95%
24323 Solid Waste Disposal Fees	525,000	592,539	(67,539)	550,000	4.76%	566,500	3.00%	583,485	3.00%	601,000	3.00%	619,030	3.00%
24324 City Facility Solid Waste Collection	12,240	1,558	10,682	6,203	-49.32%	6,423	3.55%	6,597	2.71%	6,778	2.74%	6,963	2.73%
ENVIRONMENTAL HEALTH	1,315,267	1,244,775	70,492	1,487,864	13.12%	1,633,446	9.78%	1,645,920	0.76%	1,694,054	2.92%	1,743,620	2.93%
PUBLIC HEALTH													
25161 Cemetery Maintenance	14,855	8,957	5,898	14,510	-2.32%	15,037	3.63%	15,488	3.00%	15,953	3.00%	16,431	3.00%
25162 Interments	74,049	33,237	40,812	47,936	-35.26%	49,692	3.66%	51,094	2.82%	52,538	2.83%	54,026	2.83%
25163 Memorial Marker Installation	19,762	21,303	(1,541)	23,077	16.77%	23,897	3.55%	24,553	2.75%	25,220	2.72%	25,908	2.73%
CEMETERIES	108,666	63,497	45,169	85,523	-21.30%	88,626	3.63%	91,135	2.83%	93,711	2.83%	96,365	2.83%
PUBLIC HEALTH	108,666	63,497	45,169	85,523	-21.30%	88,626	3.63%	91,135	2.83%	93,711	2.83%	96,365	2.83%
DEVELOPMENT SERVICES													
26129 Planning Administration	815,352	759,303	56,049	796,927	-2.26%	850,312	6.70%	980,017	15.25%	1,005,390	2.59%	1,031,535	2.60%
26132 Consulting Services - OCP	428,000	135,822	292,178	240,600	-43.79%	361,218	50.13%	166,855	-53.81%	117,510	-29.57%	145,000	23.39%
RESEARCH AND PLANNING	1,243,352	895,125	348,227	1,037,527	-16.55%	1,211,530	16.77%	1,146,872	-5.34%	1,122,900	-2.09%	1,176,535	4.78%



**CITY OF PORT ALBERNI
GENERAL FUND - EXPENSE
2024-2028 FINANCIAL PLAN**

	Budget 2023	Actual 2023	Variance 2023	Budget 2024	Increase %	Budget 2025	Increase %	Budget 2026	Increase %	Budget 2027	Increase %	Budget 2028	Increase %
26234 Business Development	86,000	5,582	80,418	65,800	-23.49%	69,156	5.10%	70,539	2.00%	71,950	2.00%	73,389	2.00%
26235 Economic Development	350,179	315,561	34,618	333,906	-4.65%	367,032	9.92%	375,478	2.30%	384,134	2.31%	393,005	2.31%
26237 Community Serv-Community Inv Program	33,200	33,039	161	33,200	0.00%	33,200	0.00%	33,200	0.00%	33,200	0.00%	33,200	0.00%
26238 Community Serv-Community Engagement	500	9,847	(9,347)	500	0.00%	500	0.00%	500	0.00%	500	0.00%	500	0.00%
COMMUNITY DEVELOPMENT	469,879	364,029	105,850	433,406	-7.76%	469,888	8.42%	479,717	2.09%	489,784	2.10%	500,094	2.11%
26701 Alberni Harbour Quay Overhead	18,727	18,054	673	19,289	3.00%	19,868	3.00%	20,464	3.00%	21,078	3.00%	21,078	0.00%
26770 Harbour Quay - Buildings Maintenance	138,328	158,022	(19,694)	136,825	-1.09%	144,719	5.77%	149,127	3.05%	153,212	2.74%	157,759	2.97%
ALBERNI HARBOUR QUAY	157,055	176,076	(19,021)	156,114	-0.60%	164,587	5.43%	169,591	3.04%	174,290	2.77%	178,837	2.61%
OTHER ENVIRONMENTAL DEVELOPMENT													
26911 Chamber of Commerce Visitor Centre	100,000	97,785	2,215	103,000	3.00%	104,030	1.00%	105,070	1.00%	106,121	1.00%	107,182	1.00%
OTHER	100,000	97,785	2,215	103,000	3.00%	104,030	1.00%	105,070	1.00%	106,121	1.00%	107,182	1.00%
ENVIRONMENTAL DEVELOPMENT	1,970,286	1,533,015	437,271	1,730,047	-12.19%	1,950,035	12.72%	1,901,250	-2.50%	1,893,095	-0.43%	1,962,648	3.67%
PARKS, RECREATION & HERITAGE RECREATION FACILITIES ADMINISTRATION													
27110 Parks, Recreation & Heritage Mgmt Serv	585,207	619,063	(33,856)	603,077	3.05%	622,313	3.19%	639,646	2.79%	657,402	2.78%	675,688	2.78%
COMMUNITY CENTRES AND HALLS													
27120 Gyro Youth Centre Maintenance	52,753	70,689	(17,936)	53,832	2.05%	58,625	8.90%	60,159	2.62%	61,730	2.61%	63,345	2.62%
27126 Glenwood Skate Shop	1,590	-	1,590	2,979	87.36%	3,081	3.42%	3,174	3.02%	3,269	2.99%	3,324	1.68%
27128 Glenwood Centre Maintenance	82,594	66,799	15,795	81,661	-1.13%	89,192	9.22%	91,427	2.51%	93,706	2.49%	96,045	2.50%
27129 Bob Dailey Stadium	10,233	6,933	3,300	16,880	64.96%	17,369	2.90%	17,777	2.35%	18,190	2.32%	18,615	2.34%
27130 Echo Activity Centre Maintenance	290,631	354,122	(63,491)	309,660	6.55%	316,267	2.13%	326,087	3.10%	336,664	3.24%	347,432	3.20%
27134 Echo Aquatic Maintenance	497,259	551,320	(54,061)	512,687	3.10%	538,742	5.08%	554,677	2.96%	571,328	3.00%	588,418	2.99%
27140 AV Multiplex Concessions	190,306	339,137	(148,831)	228,461	20.05%	236,392	3.47%	243,483	3.00%	250,788	3.00%	258,311	3.00%
27142 AV Multiplex Skate Shop	12,806	19,506	(6,700)	29,545	130.71%	30,687	3.87%	31,577	2.90%	32,494	2.90%	33,439	2.91%
27144 AV Multiplex Maintenance	969,610	1,153,094	(183,484)	1,001,017	3.24%	1,048,297	4.72%	1,079,848	3.01%	1,112,383	3.01%	1,145,456	2.97%
27146 Parks Building & Fieldhouses	130,665	162,808	(32,143)	140,710	7.69%	148,964	5.87%	153,148	2.81%	157,719	2.98%	162,475	3.02%
27148 Echo Park Complex	71,453	86,699	(15,246)	65,285	-8.63%	71,331	9.26%	73,639	3.24%	76,101	3.34%	78,657	3.36%
RECREATION PROGRAMS SPORT PROGRAMS													
27156 Glenwood Centre Programs	49,393	71,715	(22,322)	68,927	39.55%	71,619	3.91%	73,768	3.00%	75,981	3.00%	78,260	3.00%
27160 Echo Aquatic Programs	729,724	788,246	(58,522)	847,498	16.14%	857,642	1.20%	883,124	2.97%	909,172	2.95%	935,920	2.94%
27163 AV Multiplex Programs	240,857	273,316	(32,459)	274,681	14.04%	283,743	3.30%	291,742	2.82%	299,930	2.81%	308,363	2.81%
LEISURE PROGRAMS													
27166 Leisure Service Programs	274,136	241,129	33,007	287,255	4.79%	297,815	3.68%	306,069	2.77%	314,570	2.78%	323,327	2.78%
27170 Youth Services and Programs	16,000	8,956	7,044	6,046	-62.21%	6,273	3.75%	6,461	3.00%	6,655	3.00%	6,855	3.01%
27173 Children's Programs	266,676	350,461	(83,785)	321,721	20.64%	331,626	3.08%	340,645	2.72%	349,938	2.73%	359,512	2.74%
27180 Adult Programs	54,316	94,130	(39,814)	88,755	63.40%	89,124	0.42%	89,503	0.43%	89,893	0.44%	90,296	0.45%
SPECIAL EVENTS													
27190 Special Events	13,250	13,754	(504)	13,250	0.00%	13,647	3.00%	14,057	3.00%	14,479	3.00%	14,913	3.00%
27198 Vehicle Maintenance & Repair	13,936	10,190	3,746	14,354	3.00%	14,785	3.00%	15,228	3.00%	15,685	3.00%	16,156	3.00%
RECREATION FACILITIES & PROGRAMS	4,553,395	5,282,067	(728,672)	4,968,281	9.11%	5,147,534	3.61%	5,295,239	2.87%	5,448,077	2.89%	5,604,807	2.88%
PARKS AND PLAYGROUNDS													
27210 Parks & Facility Management Services	219,765	277,973	(58,208)	351,065	59.75%	361,057	2.85%	371,203	2.81%	381,639	2.81%	392,388	2.82%
27215 Parks Maintenance	1,097,103	1,000,789	96,314	1,122,923	2.35%	1,161,925	3.47%	1,195,179	2.86%	1,229,318	2.86%	1,264,480	2.86%
27220 Horticultural Services	357,036	361,655	(4,619)	379,143	6.19%	439,793	16.00%	454,020	3.23%	468,951	3.29%	483,511	3.10%
27225 Vehicles & Equipment Mtce & Repair	218,746	186,768	31,978	233,802	6.88%	241,988	3.50%	249,867	3.26%	257,961	3.24%	266,333	3.25%
27230 Parks Upgrading	53,095	12,795	40,300	69,952	31.75%	72,104	3.08%	74,242	2.97%	76,438	2.96%	78,699	2.96%
27499 Equipment Recovery	(73,000)	(64,028)	(8,972)	(76,000)	4.11%	(78,280)	3.00%	(80,628)	3.00%	(83,047)	3.00%	(85,539)	3.00%
PARKS & PLAYGROUNDS	1,872,745	1,775,952	96,793	2,080,885	11.11%	2,198,587	5.66%	2,263,883	2.97%	2,331,260	2.98%	2,399,872	2.94%



**CITY OF PORT ALBERNI
GENERAL FUND - EXPENSE
2024-2028 FINANCIAL PLAN**

	Budget 2023	Actual 2023	Variance 2023	Budget 2024	Increase %	Budget 2025	Increase %	Budget 2026	Increase %	Budget 2027	Increase %	Budget 2028	Increase %
CULTURAL SERVICES													
27510 Museum Services	228,588	276,858	(48,270)	325,234	42.28%	346,925	6.67%	355,903	2.59%	365,149	2.60%	374,673	2.61%
27515 Museum Programs-Curatorial	76,500	152,490	(75,990)	120,297	57.25%	124,902	3.83%	128,493	2.88%	132,193	2.88%	136,003	2.88%
27516 Museum Programs-Permanent Exhibits	3,060	572	2,488	1,000	-67.32%	1,030	3.00%	1,061	3.01%	1,093	3.02%	1,126	3.02%
27517 Museum Programs-Temporary Exhibits	28,200	9,515	18,685	20,200	-28.37%	20,806	3.00%	21,430	3.00%	22,073	3.00%	22,735	3.00%
27530 Industrial Collections	39,125	40,318	(1,193)	40,657	3.92%	42,303	4.05%	43,521	2.88%	44,882	3.13%	46,240	3.03%
27550 Museum Maintenance	92,886	54,276	38,610	89,742	-3.38%	90,749	1.12%	93,368	2.89%	96,445	3.30%	99,432	3.10%
27600 Vancouver Island Regional Library	913,661	913,661	-	1,072,702	17.41%	1,265,788	18.00%	1,329,078	5.00%	1,395,532	5.00%	1,465,308	5.00%
27700 McLean Mill Operator Agreement	140,000	140,000	-	130,000	-7.14%	120,000	-7.69%	110,000	-8.33%	100,000	-9.09%	90,000	-10.00%
27710 McLean Mill City operations	76,079	90,132	(14,053)	74,015	-2.71%	82,196	11.05%	84,434	2.72%	87,222	3.30%	89,773	2.92%
CULTURAL SERVICES	1,598,099	1,677,822	(79,723)	1,873,847	17.25%	2,094,699	11.79%	2,167,288	3.47%	2,244,589	3.57%	2,325,290	3.60%
RECREATION & CULTURAL	8,024,239	8,735,841	(711,602)	8,923,013	11.20%	9,440,820	5.80%	9,726,410	3.03%	10,023,926	3.06%	10,329,969	3.05%
TOTAL OPERATIONS EXPENSES	35,120,606	36,814,825	(1,694,219)	39,393,911	12.17%	41,413,510	5.13%	42,554,131	2.75%	43,726,810	2.76%	44,990,180	2.89%
INTEREST & DEBT SERVICING													
28115 Interest on Prepaid Taxes	9,000	73,352	(64,352)	50,000	455.56%	50,000	0.00%	50,000	0.00%	50,000	0.00%	50,000	0.00%
28121 Interest Payments on Debentures	83,777	83,777	-	83,777	0.00%	83,777	0.00%	83,777	0.00%	83,777	0.00%	83,777	0.00%
28131 Principal Payments on Debentures	120,468	120,468	-	120,468	0.00%	120,468	0.00%	120,468	0.00%	120,468	0.00%	120,468	0.00%
28193 Banking Service Charges	8,100	7,291	809	8,200	1.23%	8,300	1.22%	8,400	1.20%	8,400	0.00%	8,400	0.00%
FINANCING & BANK FEES	221,345	284,888	(63,543)	262,445	18.57%	262,545	0.04%	262,645	0.04%	262,645	0.00%	262,645	0.00%
TOTAL OPERATIONS AND DEBT SERVICING	35,341,951	37,099,713	(1,757,762)	39,656,356	12.21%	41,676,055	5.09%	42,816,776	2.74%	43,989,455	2.74%	45,252,825	2.87%
TRANSFERS TO RESERVES													
28910 Debt Reserve Fund Transfer	15,000	15,000	-	15,000	0.00%	15,000	0.00%	15,000	0.00%	15,000	0.00%	15,000	0.00%
28222 Transfer to Equipment Replacement	34,000	34,000	-	34,000	0.00%	34,000	0.00%	34,000	0.00%	34,000	0.00%	34,000	0.00%
28230 Transfer to Capital Works Reserve	70,000	70,000	-	70,000	0.00%	70,000	0.00%	70,000	0.00%	70,000	0.00%	70,000	0.00%
RESERVE TRANSFERS	119,000	119,000	-	119,000	0.00%	119,000	0.00%	119,000	0.00%	119,000	0.00%	119,000	0.00%
TRANSFERS TO GENERAL CAPITAL RES.													
28220 Projects TBD Council Direction	-	-	-	-	-	(205,990)	-	2,017,353	-1079.3%	3,670,710	82.0%	4,591,373	25.1%
Administration	500,000	500,000	-	130,000	-74.0%	-	-100.0%	-	-	250,000	-	595,325	138.1%
Fire Department	-	-	-	15,500	-	159,000	925.8%	110,000	-30.8%	240,000	118.2%	-	-100.0%
Transportation Services	-	-	-	272,078	-	290,880	6.9%	-	-100.0%	-	-	-	-
Paving and Road Construction	-	-	-	-	-	1,050,000	0.0%	1,050,000	0.0%	1,050,000	0.0%	1,050,000	0.0%
Traffic Upgrades	-	-	-	-	-	150,000	-	50,000	-66.7%	33,000	-34.0%	33,000	0.0%
Storm Drains	-	-	-	-	-	380,000	-	380,000	0.0%	380,000	0.0%	461,892	21.6%
Other Public Works Projects	-	-	-	15,000	-	-	-100.0%	-	-	-	-	-	-
Parks	76,500	76,500	-	39,675	-48.1%	135,940	242.6%	103,607	-23.8%	209,982	102.7%	-	-100.0%
Cultural Services	30,000	30,000	-	-	-100.0%	30,000	0.0%	30,000	0.0%	30,000	0.0%	119,900	299.7%
Parks, Recreation and Heritage	335,000	335,000	-	23,000	-93.1%	1,150,380	4901.7%	1,835,000	59.5%	1,000,000	-45.5%	1,000,000	0.0%
TOTAL GENERAL CAPITAL TRANSFERS	941,500	941,500	-	495,253	-47.4%	3,140,210	534.1%	5,575,960	77.6%	6,863,692	23.1%	7,851,490	14.4%
OTHER SERVICES													
OTHER BUDGET CONSIDERATIONS													
29911 Contingency Funds	100,000	-	100,000	275,000	175.00%	300,000	9.09%	300,000	0.00%	300,000	0.00%	300,000	0.00%
OTHER BUDGET CONSIDERATIONS	100,000	-	100,000	275,000	175.00%	300,000	200.00%	300,000	9.09%	300,000	0.00%	300,000	0.00%
TOTAL OPERATIONS, DEBT SERVICING, RESERVE AND CAPITAL TRANSFERS, CONTINGENCY	36,502,451	38,160,213	(1,657,762)	40,545,609	20.18%	45,235,265	23.92%	48,811,736	20.39%	51,272,147	13.35%	53,523,315	9.65%
TRANSFERS TO RESERVE ALLOWANCES													
28211 Transfers to Reserve - Asset Mangement	371,551	-	371,551	240,751	-35.20%	400,000	66.15%	400,000	0.00%	400,000	0.00%	400,000	0.00%
TAXES COLLECTED FOR OTHERS													



**CITY OF PORT ALBERNI
GENERAL FUND - EXPENSE
2024-2028 FINANCIAL PLAN**

	Budget 2023	Actual 2023	Variance 2023	Budget 2024	Increase %	Budget 2025	Increase %	Budget 2026	Increase %	Budget 2027	Increase %	Budget 2028	Increase %
REGIONAL DISTRICT													
28410 Alberni-Clayoquot Regional District	1,770,580	1,770,580	-	1,807,199	2.07%	2,094,578	15.90%	2,157,415	3.00%	2,222,138	3.00%	2,288,802	3.00%
SCHOOL DISTRICTS													
28811 Non-Residential School Tax	1,783,987	1,884,462	(100,475)	1,875,000	5.10%	1,931,250	3.00%	1,989,188	3.00%	2,048,863	3.00%	2,110,329	3.00%
28812 Residential School Tax	4,467,708	5,133,313	(665,605)	5,200,000	16.39%	5,356,000	3.00%	5,516,680	3.00%	5,682,180	3.00%	5,852,646	3.00%
REGIONAL GOVERNMENTS													
28820 Alberni-Clayoquot Regional Hosp District	682,652	682,652	-	679,233	-0.50%	685,000	0.85%	685,000	0.00%	685,000	0.00%	685,000	0.00%
JOINT BOARDS AND COMMISSIONS													
28830 Municipal Finance Authority	700	1,049	(349)	1,200	71.43%	1,236	3.00%	1,273	2.99%	1,311	2.99%	1,351	3.05%
28831 BC Assessment	190,000	214,261	(24,261)	220,000	15.79%	226,600	3.00%	233,398	3.00%	240,400	3.00%	247,612	3.00%
TAXES COLLECTED FOR OTHERS	8,895,627	9,686,317	(790,690)	9,782,632	9.97%	10,294,664	5.23%	10,582,954	2.80%	10,879,892	2.81%	11,185,740	2.81%
GENERAL FUND EXPENDITURE	45,769,629	47,846,530	(2,076,901)	50,568,992	10.49%	55,929,929	10.60%	59,794,690	6.91%	62,552,039	4.61%	65,109,055	4.09%



**CITY OF PORT ALBERNI
SEWER FUND - REVENUE & EXPENSES
2024-2028 FINANCIAL PLAN**

	Budget 2023	Actual 2023	Variance 2023	Budget 2024	Increase %	Budget 2025	Increase %	Budget 2026	Increase %	Budget 2027	Increase %	Budget 2028	Increase %
SALES OF SERVICE													
		(unaudited)	(unaudited)										
94421 Sewer Fees	3,076,894	3,167,634	90,740	3,230,739	5.00%	3,392,276	5.00%	3,561,889	5.00%	3,739,984	5.00%	3,889,583	4.00%
94431 Sewer Connections	83,600	-	(83,600)	85,272	2.00%	86,977	2.00%	88,717	2.00%	90,491	2.00%	93,206	3.00%
94432 Service Charges Sundry	5,225	39,330	34,105	40,000	665.55%	41,200	3.00%	42,436	3.00%	43,709	3.00%	45,020	3.00%
94433 User Charges	20,900	-	(20,900)	21,318	2.00%	21,744	2.00%	22,179	2.00%	22,623	2.00%	23,302	3.00%
OTHER SERVICES													
94441 Sewage Disposal Fees	73,150	80,140	6,990	74,613	2.00%	76,105	2.00%	77,627	2.00%	79,180	2.00%	81,555	3.00%
SALES OF SERVICE	3,259,769	3,287,104	27,335	3,451,942	5.90%	3,618,302	4.82%	3,792,848	4.82%	3,975,987	4.83%	4,132,666	3.94%
OTHER REVENUE FROM OWN SOURCE													
95590 Interest Income	24,000	226,296	202,296	24,000	0.00%	24,000	0.00%	24,000	0.00%	24,000	0.00%	24,000	0.00%
95611 Sewer Penalty	36,400	32,662	(3,738)	38,045	4.52%	39,765	4.52%	41,562	4.52%	43,441	4.52%	45,000	3.59%
91210 Sewer Local Improvement Charges	1,000	-	(1,000)	1,000	0.00%	1,000	0.00%	1,000	0.00%	1,000	0.00%	1,000	0.00%
OTHER REVENUE	61,400	258,958	197,558	63,045	2.68%	64,765	2.73%	66,562	2.77%	68,441	2.82%	70,000	2.28%
SEWER FUND REVENUE	3,321,169	3,546,062	224,893	3,514,987	5.84%	3,683,067	4.78%	3,859,410	4.79%	4,044,428	4.79%	4,202,666	3.91%
ADMINISTRATION													
104210 Sewer Administration & Other	597,582	618,585	(21,003)	891,584	49.20%	919,317	3.11%	947,336	3.05%	976,255	3.05%	1,006,121	3.06%
ENGINEERING SERVICES													
104221 Consulting Services	35,035	1,900	33,135	36,086	3.00%	37,169	3.00%	38,284	3.00%	39,432	3.00%	40,615	3.00%
SEWER SYSTEM ADMINISTRATION													
104233 Customer Service Requests	75,496	1,634	73,862	32,704	-56.68%	33,765	3.24%	34,663	2.66%	35,588	2.67%	36,541	2.68%
104236 Small Tools/Equipment/Supplies	9,494	-	9,494	4,472	-52.90%	4,606	3.00%	4,745	3.02%	4,887	2.99%	5,034	3.01%
SEWER COLLECTION SYSTEM													
104240 Sewage Collection System Main	90,690	106,201	(15,511)	100,198	10.48%	103,512	3.31%	106,438	2.83%	109,428	2.81%	112,501	2.81%
104241 Sewer Service Connections	177,124	262,034	(84,910)	206,830	16.77%	213,574	3.26%	219,714	2.87%	226,019	2.87%	232,500	2.87%
SEWER LIFT STATIONS													
104260 Sewage Lift Stations	330,099	222,399	107,700	305,642	-7.41%	315,577	3.25%	324,632	2.87%	333,892	2.85%	343,416	2.85%
SEWER TREATMENT AND DISPOSAL													
104280 Sewage Treatment	357,454	268,182	89,272	271,244	-24.12%	279,938	3.21%	288,015	2.89%	296,267	2.87%	304,765	2.87%
OTHER COMMON SERVICES													
104294 Special Work Orders	1,000	-	1,000	1,000	0.00%	1,000	0.00%	1,000	0.00%	1,000	0.00%	1,000	0.00%
SEWER SYSTEM	1,673,974	1,480,935	193,039	1,849,760	10.50%	1,908,458	3.17%	1,964,827	2.95%	2,022,768	2.95%	2,082,493	2.95%
FISCAL SERVICES													
DEBT													
108120 Interest Payments On Debentures	452,305	425,355	26,950	519,558	14.87%	519,558	0.00%	519,558	0.00%	519,558	0.00%	519,558	0.00%
108130 Principal Payments On Debentures	212,215	205,039	7,176	204,577	-3.60%	204,577	0.00%	204,577	0.00%	204,577	0.00%	204,577	0.00%
TOTAL DEBT	664,520	630,394	34,126	724,135	8.97%	724,135	0.00%	724,135	0.00%	724,135	0.00%	724,135	0.00%
TRANSFER TO FUNDS AND RESERVES													
108220 Transfer To Sewer Capital Fund	980,675	1,432,733	(452,058)	939,092	-4.24%	1,048,473	11.65%	1,168,448	11.44%	1,295,525	10.88%	1,394,038	7.60%
108910 Debt Reserve Fund Transfer	2,000	2,000	-	2,000	0.00%	2,000	0.00%	2,000	0.00%	2,000	0.00%	2,000	0.00%
108211 Transfer to Reserves & Allowances	-	-	-	-	-	-	-	-	-	-	-	-	-
108920 Transfer to Infrastructure Capital Reserve	-	-	-	-	-	-	-	-	-	-	-	-	-
TRANSFERS	982,675	1,434,733	(452,058)	941,092	-4.23%	1,050,473	11.62%	1,170,448	11.42%	1,297,525	10.86%	1,396,038	7.59%
FISCAL SERVICES	1,647,195	2,065,127	(417,932)	1,665,227	1.09%	1,774,609	6.57%	1,894,583	6.76%	2,021,660	6.71%	2,120,173	4.87%
EXCESS OF REVENUE OVER EXPENSE	-	-	-	-	-	-	-	-	-	-	-	-	-
SEWER FUND EXPENSES	3,321,169	3,546,062	(224,893)	3,514,987	5.84%	3,683,067	4.78%	3,859,410	4.79%	4,044,428	4.79%	4,202,666	3.91%



**CITY OF PORT ALBERNI
WATER FUND - REVENUE & EXPENSES
2024-2028 FINANCIAL PLAN**

	Budget 2023	Actuals 2023	Variance 2,023	Increase %	Budget 2024	Increase %	Budget 2025	Increase %	Budget 2026	Increase %	Budget 2027	Increase %	Budget 2028	Increase %
SALES OF SERVICE		(unaudited)	(unaudited)											
54421 Metered Sales	3,668,473	3,868,039	199,566	5.00%	3,851,896	5.00%	4,005,972	4.00%	4,166,211	4.00%	4,332,859	4.00%	4,506,174	4.00%
54431 Connections	54,386	142,189	87,803	0.00%	60,000	10.32%	60,000	0.00%	60,000	0.00%	60,000	0.00%	60,000	0.00%
54432 Turn-On Charges	1,500	2,723	1,223	0.00%	1,500	0.00%	1,500	0.00%	1,500	0.00%	1,500	0.00%	1,500	0.00%
54433 Service Charges Sundry	50,000	137,421	87,421	0.00%	50,000	0.00%	50,000	0.00%	50,000	0.00%	50,000	0.00%	50,000	0.00%
SALES OF SERVICE	3,774,359	4,150,372	376,013	4.85%	3,963,396	5.01%	4,117,472	3.89%	4,277,711	3.89%	4,444,359	3.90%	4,617,674	3.90%
OTHER REVENUE FROM OWN SOURCE														
55590 Other Interest	90,460	207,959	117,499	183.31%	100,460	11.05%	100,460	0.00%	100,460	0.00%	100,460	0.00%	100,460	0.00%
55611 Water Penalty	35,000	38,089	3,089	0.00%	35,000	0.00%	35,000	0.00%	35,000	0.00%	35,000	0.00%	35,000	0.00%
OTHER REVENUE	125,460	246,048	120,588	87.45%	135,460	7.97%	135,460	0.00%	135,460	0.00%	135,460	0.00%	135,460	0.00%
WATER FUND REVENUE	3,899,819	4,396,420	496,601	6.36%	4,098,856	5.10%	4,252,932	3.76%	4,413,171	3.77%	4,579,819	3.78%	4,753,134	3.78%
WATER SUPPLY SYSTEM ADMINISTRATION														
64110 Water Administration & Other	494,316	654,505	(160,189)	9.39%	895,089	81.08%	923,583	3.18%	951,728	3.05%	980,776	3.05%	1,010,790	3.06%
ENGINEERING SERVICES														
64121 Engineering Consulting Services	30,000	37,513	(7,513)	-75.00%	30,000	0.00%	30,000	0.00%	30,000	0.00%	30,000	0.00%	30,000	0.00%
WATER SYSTEM ADMINISTRATION														
64133 Customer Service Requests	106,589	1,330	105,259	2.01%	20,756	-80.53%	21,448	3.33%	22,056	2.83%	22,679	2.82%	23,320	2.83%
64136 Small Tools/Equipment/Supplies	9,750	7,320	2,430	0.00%	10,523	7.93%	10,866	3.26%	11,178	2.87%	11,499	2.87%	11,830	2.88%
SERVICE OF SUPPLY														
64141 Supply Inspection & Operation	109,947	169,729	(59,782)	-13.93%	106,996	-2.68%	110,696	3.46%	113,780	2.79%	116,922	2.76%	120,158	2.77%
PUMPING														
64161 Pumping Inspection & Operation	252,529	263,542	(11,013)	1.40%	271,388	7.47%	280,218	3.25%	288,290	2.88%	296,558	2.87%	305,069	2.87%
TRANSMISSION & DISTRIBUTION														
64181 Transmission/Distribution System	332,336	492,788	(160,452)	4.57%	380,556	14.51%	393,578	3.42%	404,670	2.82%	416,014	2.80%	427,682	2.80%
64183 Connections	267,918	8,770	259,148	0.89%	86,841	-67.59%	89,479	3.04%	92,154	2.99%	94,909	2.99%	97,748	2.99%
64185 Meters	265,049	259,015	6,034	83.71%	282,746	6.68%	291,950	3.26%	300,345	2.88%	308,983	2.88%	317,873	2.88%
64187 Hydrants	68,894	56,896	11,998	-24.82%	61,574	-10.63%	63,691	3.44%	65,475	2.80%	67,304	2.79%	69,175	2.78%
WATER SUPPLY SYSTEM	1,937,328	1,951,408	(14,080)	2.93%	2,146,469	10.80%	2,215,509	3.22%	2,279,676	2.90%	2,345,644	2.89%	2,413,645	2.90%
FISCAL SERVICES														
DEBT														
68120 Interest Payments On Debentures	44,000	44,000	-	0.00%	44,000	0.00%	44,000	0.00%	44,000	0.00%	44,000	0.00%	44,000	0.00%
68130 Principal Payments On Debentures	38,743	38,743	-	0.00%	38,743	0.00%	38,743	0.00%	38,743	0.00%	38,743	0.00%	38,743	0.00%
DEBT	82,743	82,743	-	0.00%	82,743	0.00%	82,743	0.00%	82,743	0.00%	82,743	0.00%	82,743	0.00%
TRANSFERS TO FUNDS AND RESERVES														
68220 Transfers To Water Capital Fund	1,879,288	2,361,809	(482,521)	297.31%	1,869,184	-0.54%	1,954,220	4.55%	2,050,292	4.92%	2,150,972	4.91%	2,256,286	4.90%
68910 Debt Reserve Fund Transfer	460	460	-	0.00%	460	0.00%	460	0.00%	460	0.00%	460	0.00%	460	0.00%
FISCAL SERVICES	1,962,491	2,445,012	(482,521)	9.98%	1,952,387	-0.51%	2,037,423	4.36%	2,133,495	4.72%	2,234,175	4.72%	2,339,489	4.71%
EXCESS OF REVENUE OVER EXPENSE	-	-	-		-		-		-		-		-	
WATER FUND EXPENSE	3,899,819	4,396,420	(496,601)	6.36%	4,098,856	5.10%	4,252,932	3.76%	4,413,171	3.77%	4,579,819	3.78%	4,753,134	3.78%

Capital Project listing

2023 & Prior Year project in Progress

Unaudited - December 31, 2023

ACCT	PROJ	CAPITAL PROJECT	WIP ACTUAL	BUDGET	AVAILABLE	STATUS/COMMENT
Administration						
485623	22003	GIS - Software upgrades - connectivity	25,938	45,000	19,062	Plan for completion in 2024
Fire						
485626	22006	Confined Space Equipment Replacement	16,129	30,000	13,871	Plan for completion in 2024
485627	22007	Replace Garage Door Openers (7)	19,027	50,000	30,973	Plan for completion in 2024
Transportation						
485561	21012	Replace 2005 Ford F350 W/Comp Body #520	-	120,532	120,532	Plan for completion in 2024
485628	22008	Replace 2007 GMC 5500 W/SERVICE BOX #140	-	134,000	134,000	Completion planned in 2024 with approval of additional funding (\$67,000)
485629	22009	Replace 2009 DODGE 5500 SERVICE TRUCK #141	-	112,000	112,000	Completion planned in 2024 with approval of additional funding (\$60,000)
485630	22010	Replace 2007 GMC C5500 Utility Dump Trk #240	191	140,000	139,809	Plan for completion in 2024
485671	23007	Replace 2007 Dodge Dakota	57,254	70,000	12,746	Completed in January 2024
485673	23009	Replace 1998 GMC 4.5M3 Dump Truck #259	-	288,000	288,000	Plan for completion in 2024
485674	23010	Replace 1999 GMC 4.5M3 Dump Truck #260	-	288,000	288,000	Plan for completion in 2024
485675	23011	Replace 2004 Ford F450 w/Utility Dump Box #263	-	145,000	145,000	Plan for completion in 2024
485676	23012	Replace 1997 Big 40 Diesel Miller Welder #393	-	10,000	10,000	Plan for completion in 2024
485677	23013	Replace 2018 Freightliner Garbage Truck #401 - moved from 2024*	-	523,940	523,940	To be Completed in 2024 - on order
485678	23014	Replace 2005 Ford F250 4X4 Pickup #610	-	47,501	47,501	Plan for completion in 2024
485679	23015	Replace 2005 GMC TC5500 152" WB (Hort) #614	-	145,000	145,000	Plan for completion in 2024
485680	23016	Replace 2005 GMC TC5500 128" WB (Util) #615	-	145,000	145,000	Plan for completion in 2024
485682	23018	Replace 2007 Dodge Caliber #721	-	50,600	50,600	Plan for completion in 2024
Paving						
485684	23020	Anderson at North Park reconstruction	6,105	150,000	143,895	Plan for completion in 2024
		Burde & Anderson Development	-	1,170,000	1,170,000	Awaiting development to complete & June 12, 2023 Res. No. 23-194
Traffic Upgrades						
485642	22023	3rd Ave/Argyle Street - Signal Controller Replacement	-	27,000	27,000	Plan for completion in 2024
485685	23021	Intersection Safety #1a Gertrude/Roger	1,366	60,000	58,634	Plan for completion in 2024
485686	23022	Traffic Signal Controller Replacement - 3rd Ave and Redford	-	96,000	96,000	Plan for completion in 2024
Storm						
		CSO Project aligned with sewer project		380,000	380,000	Plan for completion in 2024
PW Other						
485586	21024	Child Care Spaces - Grant	4,307,711	5,183,103	875,392	Work to be completed in April 2024
Cultural Services						
485577	21018	McLean Mill Septic site upgrades	18,600	279,500	260,900	Work started in January 2024
485689	23025	McLean Mill Capital Projects - Heritage	5,853	154,758	148,906	Plan for completion in 2024
PRH	(Parks)					
485310	15482	Clock Tower Repair/Removal Plan	667,068	706,171	39,103	Work to be completed in February 2024
485542	20029	Connect The Quays	2,061,450	5,841,411	3,779,961	Plan for completion in 2024
485690	23026	Train Station - Phase II	272,891	320,000	47,109	Plan for completion in 2024
485645	22026	Victoria Quay Millstone Park Connector Foot Bridge	-	115,000	115,000	Plan for completion in 2024
485669	23004	Tree planting	5,246	76,500	71,254	Plan for completion in 2024
485687	23024	Linking Roger Creek Trails	525,584	725,978	200,394	To be completed in September 2024
485721	23099	Echo Park Field upgrade	65,353	140,000	74,648	Plan for completion in 2024
Facilities Upgrade						
		Facilities - Asset renewal projects	284,048	474,196	190,148	2023 projects
485668	23003	Somass Mill - redevelopment funding	714,610	2,200,000	1,485,390	CPA funding and \$1M grant - less revenue from salvage
Sewer Capital						

ACCT	PROJ	CAPITAL PROJECT	WIP ACTUAL	BUDGET	AVAILABLE	STATUS/COMMENT
Water Capital						
525546	23055	Burde St-11th Ave to Estevan 650m - Development	324	160,000	159,676	Plan for completion in 2024
525550	23059	2023 Water meter replacements	-	300,000	-	Plan for completion in 2024

Proposed paused projects - to be reviewed at future date

Administration						
485532	20017	Welcome Sign	1,806	25,000	23,194	
485636	22016	Argyle / 10th Roundabout (ptp, w, st, s) Design only	58,288	135,000	76,712	
485637	22017	Argyle 1st to 3rd Avenue - CSO	43,325	100,000	56,675	
485640	22019	Wallace - 4th to 6th Ave - Paving	-	60,000	60,000	
485683	23019	Road Network Survey	-	150,000	150,000	
485685	23021	Intersection Safety #1a Gertrude/Roger	-	230,000	230,000	
485639	22021	Wallace - 4th to 6th Ave - Storm	-	60,000	60,000	
485641	22022	Anderson Road - Wallace to Maitland St	-	40,000	40,000	
Sewer Capital						
565453	22064	Anderson Road - Wallace to Maitland St	-	4,000	4,000	
565458	23071	Josephine Forcemain Detailed Design & Geotech	6,203	250,000	243,797	Close and new project in 2024 with estimated budget update
Water Capital						
525446	22051	Argyle / 10th Roundabout (ptp, w, st, s) Design only	-	15,000	15,000	
525447	22052	Wallace - 4th to 6th Ave	-	10,000	10,000	
525448	22053	Anderson Road - Wallace to Maitland St	-	40,000	40,000	
525449	22054	Cowichan Reservoir to Burde St. New Twin Main Ph 6 - design	15,076	95,000	79,924	
525543	23051	Dunbar St-10th Ave to 11th Ave loop 200mm PVC	-	100,000	100,000	
525544	23053	Bainbridge Plant to Cowichan Reservoir Supply Main Replacement	34,107	150,000	115,893	
525547	23056	CSO - Argyle (1st-3rd) (240m st,w, CSO)	-	115,000	115,000	
525548	23057	CSO - 6th Ave Bruce -Melrose	866	48,000	47,134	
525549	23058	CSO - Wallace 4th - 6th (120m)	-	25,000	25,000	

Working in Progress - Capital Projects 2024	Taxation	Land Sale	ERRF	Growing Communities Fund	Gas Tax	Grant Funding	RCMP Surplus	Capital Works	Carbon Reserve	Parks & Rec Reserve	Aquatic Centre Replacement	DCC (Combined)	AV Community Forest	Parkland Acquisition	Water Capital	Sewer Capital	Total Project Expenditure
FUNDING SOURCES																	
STRATEGIC CAPITAL PROJECTS 2024																	
Connect the Quays pathway				1,641,411													1,641,411
Master Plans																	
Parks, Rec & Culture Dept				300,000													300,000
Watershed Protection Plan				50,000													50,000
Stormwater Master Plan				125,000													125,000
Fire Services Master Plan				100,000													100,000
Mobility Master Plan (Active Transportation & Trail Network)				200,000													200,000
Burde Street renewal				1,180,000													1,180,000
	-	-	-	3,596,411	-	-	-	-	-	-	-	-	-	-	-	-	3,596,411
ADMINISTRATION																	
Network Switch replacement	130,000																130,000
Computer Equipment Replacement	-		86,400														86,400
	130,000	-	86,400	-	-	-	-	-	-	-	-	-	-	-	-	-	216,400
FIRE DEPARTMENT																	
Fire Hall - design - Renovate Upper Shower Facilities	10,500																10,500
Replace Exhaust Extraction Equipment	5,000		43,068														48,068
	15,500	-	43,068	-	-	-	-	-	-	-	-	-	-	-	-	-	58,568
TRANSPORTATION SERVICES																	
																	-
Prior year - Replace 2007 GMC 5500 W/SERVICE BOX #140 - cost escalation	67,000																67,000
Prior year - Replace 2009 DODGE 5500 SERVICE TRUCK #141	60,000																60,000
Replace 2008 Dodge Ram 2500 PU (Carpenter) #151	25,466		34,834														60,300
Replace 2006 LANGFAB DUMP PUP TRAILER - #367	28,143		45,657														73,800
Replace 1992 Ingersoll Rand Compressor/Trailer #377			29,600														29,600
Replace 1996 TRIPLE AXLE TILT TRAILER - #388	42,499		47,501														90,000
Replace 2007 FORD F350 PICKUP (CARPENTER) #622	35,970		39,030														75,000
Replace 2013 TORO MOWER #633	13,000		122,147														135,147
New - Manager of Operations - Compact SUV									43,000								43,000
New - Superintendent Roads and Drainage - Compact SUV									43,000								43,000
New - Facilities - Compact SUV									43,000								43,000
	272,078	-	318,769	-	-	-	-	-	129,000	-	-	-	-	-	-	-	719,847
PAVING & ROAD CONSTRUCTION																	
Design for future Capital projects																	-
Argyle 1st to 3rd - streetscape design					150,000												150,000
Capital plan designed in prior years on priority listing																	-
	-	-	-	-	150,000	-	-	-	-	-	-	-	-	-	-	-	150,000
TRAFFIC UPGRADES																	
Intersection safety	-				150,000												150,000
	-	-	-	-	150,000	-	-	-	-	-	-	-	-	-	-	-	150,000
STORM																	
CSO - 3rd Avenue Storm	-				380,000												380,000
	-	-	-	-	380,000	-	-	-	-	-	-	-	-	-	-	-	380,000
WORKS - OTHER																	
Crane replacement	15,000																15,000
Total Station Survey Instrument - ERRF			53,835														53,835
	15,000	-	53,835	-	-	-	-	-	-	-	-	-	-	-	-	-	68,835
PARKS																	
John Deer overseeder	16,675																16,675
Bob Dailey Track - Line repainting	23,000																23,000
Echo Phase II - Sports field upgrading	-												157,550				157,550
	39,675	-	-	-	-	-	-	-	-	-	-	-	157,550	-	-	-	197,225
CULTURAL SERVICES																	
McLean Mill Capital Projects (heritage)	-					89,900											89,900
	-	-	-	-	-	89,900	-	-	-	-	-	-	-	-	-	-	89,900
PARKS, RECREATION & CULTURE																	
Replace 1997 CLARKE FLOOR SCRUBBER - ERRF			18,842														18,842
Facilities Upgrades																	-
Multiplex - Stereo System													33,600				33,600
Echo Centre - Tables and Chairs													14,850				14,850
City Hall - Front & Council Chamber entrance reconfiguration													100,000				100,000
Public Works - Boiler replacement													-				402,500
Harbour Quay - Rot repair and window replacement	23,000				402,500												23,000
Train Station - Water Tower Structure													15,000				15,000
Multiplex - Dehumidifier replacement study (grant)						50,000											50,000
	23,000	-	18,842	-	402,500	50,000	-	-	-	-	-	-	163,450	-	-	-	657,792
WATER WORKS																	
Watershed Masterplan															50,000		50,000
Franklin River Rd-Supply Main Replace.- Design - Ph 1															35,000		35,000
Light Plant															30,000		30,000
Water Masterplan															150,000		150,000
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	265,000	-	265,000
SEWER SYSTEM																	
Sewer Flow monitoring																30,000	30,000
Josephine Sewer Forcemain Replacement - design																105,000	105,000
CSO - 3rd Avenue Storm																72,311	72,311
CSO - Burde St - 9th to North Park																1,242,000	1,242,000
SCADA - communication requirements																100,000	100,000
Decommission old lagoon - consulting/ARO																30,000	30,000
South Street raised sewer culvert replacement																150,000	150,000
Sewer Masterplan																200,000	200,000
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,929,311	1,929,311
																	-
TOTAL GENERAL CAPITAL 2024	495,253	-	520,914	3,596,411	1,082,500	139,900	-	-	129,000	-	-	-	321,000	-	265,000	1,929,311	8,479,289

OPERATING CAPITAL PROJECTS 2025 FUNDING SOURCES	Taxation	Land Sale	ERRF	Growing Communities	Gas Tax	Grant Funding	RCMP Surplus	Capital Works	Carbon Reserve	Parks & Rec Reserve	Aquatic Centre Replacement	DCC (Combined)	AV Community Forest	Parkland Acquisition	Water Capital	Sewer Capital	Total Project Expenditure
STRATEGIC CAPITAL PROJECTS 2024																	
Master Plans																	75,000
Stormwater Master Plan				75,000													150,000
Fire Services Master Plan				150,000													50,000
Mobility Master Plan (Active Transportation & Trail Network)				50,000													275,000
	-	-	-	275,000	-	-	-	-	-	-	-	-	-	-	-	-	-
<u>ADMINISTRATION</u>																	
Computer Equipment Replacement			88,848														88,848
	-	-	88,848	-	-	-	-	-	-	-	-	-	-	-	-	-	88,848
<u>FIRE DEPARTMENT</u>																	
Turnout Gear	25,000																25,000
Fueling Station	42,000																42,000
Replace 1998 Jordair Compressor			65,000														65,000
Replace 2011 CHEV SILVERADO 4X4 #13 (from 2024)			60,564														60,564
Replace 2006 Ford F550 Rescue Truck #8 (from 2021 & 24)			128,961														128,961
Reno - Showers to downstairs, separating /hot/warm/cold zones	TBD - study 2024																-
Parking lot upgrade	92,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	92,000
	159,000	-	254,525	-	-	-	-	-	-	-	-	-	-	-	-	-	413,525
<u>TRANSPORTATION SERVICES</u>																	
Replace 2008 Dodge Ram 3500 Flatdeck (shop) #150			46,182														46,182
Replace 2011 Freightliner Asphalt Patch Truck #266			415,000														415,000
Replace 2013 Volvo Dump Tandem Axle #267			194,386														194,386
2005 John Deere Loader #350			288,285														288,285
Replace 2005 Volvo Grader #355			306,818														306,818
Replace 1990 Britco Office Trailer #369			26,258														26,258
Replace 1996 Wells Cargo Trailer (Swr) #389			14,118														14,118
Replace 1995 BOMAG ROLLER #395			60,696														60,696
Replace 2004 CHEV 3500 CUBE VAN (used) #616			51,724														51,724
Replace 2006 FORD E350 15 PASSENGER VAN #619			62,016														62,016
Replace 2018 Freightliner Garbage Truck #402 - 2024	145,440		443,060														588,500
Replace 2018 Freightliner Garbage Truck #403	145,440		443,060														588,500
Replace 2012 Chev 3500 Service Truck #521			77,681														77,681
Solid Waste Pickup Truck - new			85,000														85,000
Replace 2014 Toyota Tacoma #522			50,470														50,470
Replace 2015 Ventrac Mower			41,184														41,184
	290,880	-	2,605,938	-	-	-	-	-	-	-	-	-	-	-	-	-	2,896,818
<u>PAVING & ROAD CONSTRUCTION</u>																	
Design for future Capital projects	250,000																250,000
Capital plan designed in prior years on priority listing	800,000				356,378												1,156,378
	1,050,000	-	-	-	356,378	-	-	-	-	-	-	-	-	-	-	-	1,406,378
<u>TRAFFIC UPGRADES</u>																	
Intersection safety	150,000																150,000
	150,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	150,000
<u>STORM</u>																	
CSO projects	380,000																380,000
	380,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	380,000
<u>WORKS-OTHER</u>																	
																	-
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<u>PARKS</u>																	
Bob Dailey Stadium - Paint	21,850																21,850
Roger Creek Park - Zipline installation	34,500																34,500
Tree Planting	79,590																79,590
	135,940	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	135,940
<u>CULTURAL SERVICES</u>																	
McLean Mill Capital Projects	30,000					89,900											119,900
	30,000	-	-	-	-	89,900	-	-	-	-	-	-	-	-	-	-	119,900
<u>PARKS, RECREATION & CULTURE</u>																	
Facilities Upgrade																	-
Parks Yard - Roof Replacement	100,000																100,000
Aquatic Centre - UV replacement, LED pool lights & Lobby	53,100																53,100
Multiplex - Handrailing	50,000																50,000
Multiplex - Replacement Propane Zamboni	137,500																137,500
Multiplex - Replace Rink Boards on Weyerhaeuser	500,000																500,000
Museum - Security and washroom flooring	10,000																10,000
City Hall - Committee room updates	30,000																30,000
City Hall - Westside door replacement	15,000																15,000
Public Safety Building - Safety Assessment	20,000																20,000
Echo Centre - Cedar room dividers	40,000																40,000
Echo Centre - Flooring - Fir room, furniture and offices	10,000																10,000
Echo Centre - Blinds andf furniture	11,500																11,500
Echo Centre - Safety upgrades	45,000																45,000
Glenwood - tables and chairs	10,000																10,000
Echo Park Field House - East side gutters	35,000																35,000
Rec Park - Concession - roof and gutter	10,280																10,280
All Caretaker facilities, public washrooms and out buildings	10,000																10,000
Public Works Yard - Windows	5,000																5,000
McLean Mill - historic site building work	25,000																25,000
RCMP - Boardroom offcie reno	17,000																17,000
RCMP - Cabinets	16,000																16,000
	1,150,380	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,150,380
<u>WATER WORKS</u>																	
Design for future Capital projects	-														100,000		100,000
Capital plan designed in prior years on priority listing	-														1,250,000		1,250,000
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,350,000	-	1,350,000

SEWER																	100,000	100,000
Design for future Capital projects																	40,000	40,000
Sewer Flow monitoring																	1,200,000	1,200,000
Capital plan designed in prior years on priority listing																	1,340,000	1,340,000
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,340,000	-
TOTAL CAPITAL 2025	3,346,200		2,949,311	275,000	356,378	89,900	-	-	-	-	-	-	-	-	1,350,000	1,340,000		9,706,789
OPERATING CAPITAL PROJECTS 2026																		
FUNDING SOURCES	Taxation	Land Sale	ERRF	Growing Communities	Gas Tax	Grant Funding	RCMP Surplus	Capital Works	Carbon Reserve	Parks & Rec Reserve	Aquatic Centre Replacement	DCC (Combined)	AV Community Forest	Parkland Acquisition	Water Capital	Sewer Capital	Total Project Expenditure	
ADMINISTRATION																		-
Computer Equipment Replacement			90,325															90,325
	-	-	90,325	-	-	-	-	-	-	-	-	-	-	-	-	-	-	90,325
FIRE DEPARTMENT																		-
Parking lot renewal	110,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	110,000
	110,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	110,000
TRANSPORTATION SERVICES																		-
Replace 2014 TYMCO SWEEPER #411			367,220															367,220
Replace 2011 GMC SIERRA P/U #629			49,008															49,008
Replace 2013 TOYOTA TACOMA #630			35,006															35,006
Replace 2013 TOYOTA TACOMA #632			35,006															35,006
		-	486,240	-	-	-	-	-	-	-	-	-	-	-	-	-	-	486,240
PAVING & ROAD CONSTRUCTION																		-
Design for future Capital projects	250,000																	250,000
Capital plan designed in prior years on priority listing	800,000																	800,000
	1,050,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,050,000
TRAFFIC UPGRADES																		-
Traffic Signal Controller Replacement	50,000																	50,000
	50,000																	50,000
STORM																		-
CSO projects	380,000																	380,000
	380,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	380,000
WORKS-OTHER																		-
Garbage Carts			630,109															630,109
	-	-	630,109	-	-	-	-	-	-	-	-	-	-	-	-	-	-	630,109
PARKS																		-
Maquinna trail - Bridge replacement	22,425																	22,425
Tree Planting	81,182																	81,182
	103,607	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	103,607
CULTURAL SERVICES																		-
McLean Mill Capital Projects	30,000					89,900												119,900
	30,000	-	-	-	-	89,900	-	-	-	-	-	-	-	-	-	-	-	119,900
PARKS, RECREATION & CULTURE																		-
Facilities Upgrade	1,835,000																	1,835,000
	1,835,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,835,000
WATER WORKS																		-
Design for future Capital projects																100,000	-	100,000
Capital plan designed in prior years on priority listing																1,200,000	-	1,200,000
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,300,000	-	1,300,000
SEWER SYSTEM																		-
Capital plan designed in prior years on priority listing																	900,000	900,000
Sewer Flow monitoring																	40,000	40,000
LWMP Update per regulatory requirements																	200,000	200,000
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,300,000	1,140,000	1,140,000
TOTAL CAPITAL 2026	3,558,607	-	1,206,674	-	-	89,900	-	-	-	-	-	-	-	-	1,300,000	1,140,000		7,295,181
OPERATING CAPITAL PROJECTS 2027																		
FUNDING SOURCES	Taxation	Land Sale	ERRF	Growing Communities	Gas Tax	Grant Funding	RCMP Surplus	Capital Works	Carbon Reserve	Parks & Rec Reserve	Aquatic Centre Replacement	DCC (Combined)	AV Community Forest	Parkland Acquisition	Water Capital	Sewer Capital	Total Project Expenditure	
ADMINISTRATION																		-
ERP Replacement	250,000		250,000															500,000
Computer Equipment Replacement			95,325															95,325
	250,000	-	345,325	-	-	-	-	-	-	-	-	-	-	-	-	-	-	595,325
TRANSPORTATION SERVICES																		-
Replace 1992 HIWAY STREET SANDER #378			21,852															21,852
Replace 2014 NISSAN NV VAN 2500 SERIES (water) #523			57,130															57,130
Replace TYCROP TOP DRESSER #626			42,847															42,847
Replace 2015 Dodge Durango - BEO #130			53,038															53,038
		-	174,867	-	-	-	-	-	-	-	-	-	-	-	-	-	-	174,867
FIRE DEPARTMENT																		-
Replace Thermal Cameras	55,000																	55,000
Fire Pump Test Pit	50,000																	50,000
Replace portable Radios	85,000																	85,000
Replace High Angle Rope Equipment	50,000																	50,000
	240,000																	240,000
PAVING & ROAD CONSTRUCTION																		-
Design for future Capital projects	250,000																	250,000
Capital plan designed in prior years on priority listing	800,000																	800,000
	1,050,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,050,000
TRAFFIC UPGRADES																		-
Traffic Signal Controller Replacement	33,000																	33,000
	33,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	33,000
STORM																		-
CSO projects	380,000																	380,000
	380,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	380,000
WORKS-OTHER																		-

	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
PARKS																	-
Quonset hut replacement	128,800																128,800
Tree Planting	81,182																81,182
	209,982	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	209,982
CULTURAL SERVICES																	-
McLean Mill Capital Projects	30,000					89,900											119,900
	30,000	-	-	-	-	89,900	-	-	-	-	-	-	-	-	-	-	119,900
PARKS, RECREATION & CULTURE																	-
Facilities Upgrade	1,000,000																1,000,000
	1,000,000	-	-	-	-	-	-	-	-								1,000,000
WATER WORKS																	-
Design for future Capital projects															100,000		100,000
Capital plan designed in prior years on priority listing															1,200,000		1,200,000
															1,300,000		1,300,000
SEWER SYSTEM																	-
Design for future Capital projects																1,200,000	1,200,000
Harbour Road Trunk Sewer Replacement (2022 project delayed - June 13, 2022) - Further investigation - maint. Work completed																300,000	300,000
CSO - Masterplan						-										230,000	230,000
	-	-	-	-	-	-	-	-	-							1,730,000	1,730,000
																	-
TOTAL CAPITAL 2027	2,142,982	-	520,192	-	-	89,900	-	-	-	-	-	-	-	-	-	1,300,000	1,730,000
																	5,783,074
OPERATING CAPITAL PROJECTS 2028 FUNDING SOURCES	Taxation	Land Sale	ERRF	Growing Communities	Gas Tax	Grant Funding	RCMP Surplus	Capital Works	Carbon Reserve	Parks & Rec Reserve	Aquatic Centre Replacement	DCC (Combined)	AV Community Forest	Parkland Acquisition	Water Capital	Sewer Capital	Total Project Expenditure
ADMINISTRATION																	-
ERP Replacement	250,000		250,000														500,000
Computer Equipment Replacement			95,325														95,325
	250,000	-	345,325	-	-	-	-	-	-	-	-	-	-	-	-	-	595,325
TRANSPORTATION SERVICES																	-
																	-
		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
FIRE DEPARTMENT																	-
SCBA Changeout			262,226														262,226
	-		262,226														262,226
PAVING & ROAD CONSTRUCTION																	-
Design for future Capital projects	250,000																250,000
Capital plan designed in prior years on priority listing	800,000																800,000
	1,050,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,050,000
TRAFFIC UPGRADES																	-
Traffic Signal Controller Replacement	33,000																33,000
	33,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	33,000
STORM																	-
CSO projects	380,000																380,000
	380,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	380,000
WORKS-OTHER																	-
																	-
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
PARKS																	-
Russell Field - Basketball surface and backboard up	34,500																34,500
Tree Planting	81,182																81,182
	115,682	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	115,682
CULTURAL SERVICES																	-
McLean Mill Capital Projects	30,000					89,900											119,900
	30,000	-	-	-	-	89,900	-	-	-	-	-	-	-	-	-	-	119,900
PARKS, RECREATION & CULTURE																	-
Facilities Upgrade	500,000																500,000
	500,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	500,000
WATER WORKS																	-
Design for future Capital projects															100,000		100,000
Capital plan designed in prior years on priority listing															1,200,000		1,200,000
															1,300,000		1,300,000
SEWER SYSTEM																	-
Design/construction for future Capital projects																1,200,000	1,200,000
	-	-	-	-	-	-	-	-	-	-	-	-	-	-		1,200,000	1,200,000
																	-
TOTAL CAPITAL 2028	2,358,682	-	607,551	-	-	89,900	-	-	-	-	-	-	-	-	-	1,300,000	1,200,000
																	5,556,133



CITY OF PORT ALBERNI
ALBERNI VALLEY COMMUNITY FOREST RESERVE
Unaudited

	2023	2024	2025	2026	2027	2028
RECEIPTS						
Beginning Balance	598,452	906,152	843,275	1,100,141	1,362,143	1,629,386
Dividends Received	300,000	250,000	250,000	250,000	250,000	250,000
Donations Received	-	-	-	-	-	-
Investment Income	7,700	18,123	16,866	22,003	27,243	32,588
	<u>307,700</u>	<u>268,123</u>	<u>266,866</u>	<u>272,003</u>	<u>277,243</u>	<u>282,588</u>
EXPENSES						
Transfer to Other Funds	-	-	-	-	-	-
Projects and Expenses	-	331,000	10,000	10,000	10,000	10,000
	<u>-</u>	<u>331,000</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
REVENUE OVER EXPENSES	<u>307,700</u>	<u>(62,877)</u>	<u>256,866</u>	<u>262,003</u>	<u>267,243</u>	<u>272,588</u>
FUND EQUITY - ENDING	<u>3,057,658</u>	<u>2,994,781</u>	<u>3,251,647</u>	<u>3,513,649</u>	<u>3,780,892</u>	<u>4,053,480</u>
Reserve balance	<u>906,152</u>	<u>843,275</u>	<u>1,100,141</u>	<u>1,362,143</u>	<u>1,629,386</u>	<u>1,901,974</u>



CITY OF PORT ALBERNI
Canada Community-Building Fund
Unaudited

	2023	2024	2025	2026	2027	2028
RECEIPTS						
Opening Balance		2,447,265	345,998			
Investment Income	35,000	55,233	10,380	-	-	-
New Deal Gas Tax Funds	835,923	-	-	-	-	-
MFA Surplus						
Miscellaneous	-	-	-	-	-	-
	870,923	2,502,498	356,378	-	-	-
EXPENSES						
CBF - capital projects - prior years		1,074,000		-		-
CBF - operating to allocate in 2024	-	1,082,500	356,378	-		-
	(265,077)	2,156,500	356,378	-		-
REVENUE OVER EXPENSES	(265,077)	345,998	(0)	-	-	-
 Reserve balance	 \$ 2,761,650	 \$ 345,998	 \$ (0)	 \$ (0)	 \$ (0)	 \$ (0)



CITY OF PORT ALBERNI
CARBON TRUST RESERVE FUND
Unaudited

	2023	2024	2025	2026	2027	2028
Beginning Balance	352,006	549,350	434,750	541,750	743,750	945,750
Contributions	192,082	200,000	200,000	200,000	200,000	200,000
Investment Income	5,262	2,000	2,000	2,000	2,000	2,000
	197,344	202,000	202,000	202,000	202,000	202,000
EXPENSES						
Transfer to Other Funds	-	-	-	-	-	-
Projects and Expenses						
Vehicle purchase		129,000				
Connect the Quays - use in future year		90,000				
Replace 2007 Dodge Caliber #721		22,600				
Operational - Climate Action planning resource	-	75,000	95,000	-	-	-
	-	316,600	95,000	-	-	-
REVENUE OVER EXPENSES	197,344	(114,600)	107,000	202,000	202,000	202,000
Reserve balance	549,350	434,750	541,750	743,750	945,750	1,147,750



**CITY OF PORT ALBERNI
CEMETERY TRUST FUND**

Unaudited

	2023	2024	2025	2026	2027	2028
RECEIPTS						
Sale Proceeds	3,000	3,000	3,000	3,000	3,000	3,000
Investment Income	7,500	2,952	3,012	3,072	3,133	3,195
	<u>10,500</u>	<u>5,952</u>	<u>6,012</u>	<u>6,072</u>	<u>6,133</u>	<u>6,195</u>
EXPENSES						
Transfer to General Revenue	<u>2,000</u>	<u>2,001</u>	<u>2,001</u>	<u>2,001</u>	<u>2,001</u>	<u>2,001</u>
REVENUE OVER EXPENDITURE	<u>8,500</u>	<u>3,951</u>	<u>4,011</u>	<u>4,071</u>	<u>4,132</u>	<u>4,194</u>
Reserve balance	<u>196,827</u>	<u>200,778</u>	<u>204,789</u>	<u>208,860</u>	<u>212,992</u>	<u>217,186</u>



CITY OF PORT ALBERNI
DEVELOPMENT COST CHARGES RESERVE FUND
Unaudited

	2023	2024	2025	2026	2027	2028
RECEIPTS						
Contributions	200,000	200,000	200,000	200,000	200,000	200,000
Investment Income	75,000	63,556	68,827	74,204	79,688	85,282
	275,000	263,556	268,827	274,204	279,688	285,282
EXPENSES						
Transfer to Other Funds	-	-	-	-		-
Acquisitions and Expenses	-	-	-	-		-
	-	-				
REVENUE OVER EXPENSES	275,000	263,556	268,827	274,204	279,688	285,282
Reserve balance - consolidated	3,177,801	3,441,357	3,710,184	3,984,388	4,264,076	4,549,357



CITY OF PORT ALBERNI
EQUIPMENT REPLACEMENT RESERVE FUND
Unaudited

	2023	2024	2025	2026	2027	2028
Beginning Balance	\$ 6,127,642	\$ 6,385,331	\$ 4,699,429	\$ 2,922,076	\$ 2,721,609	\$ 3,291,391
Sale of Equipment	-	45,000	-	-	-	-
Investment Income	268,769	191,560	93,989	58,442	54,432	65,828
Transfers from General Revenue	70,000	70,000	70,000	70,000	70,000	70,000
Contributions - ERRF Schedule	704,297	725,426	797,969	877,765	965,542	1,062,096
	1,043,066	1,031,986	961,957	1,006,207	1,089,974	1,197,924
EXPENSES						
Prior year ERRF planned exp.	-	2,196,973				
ERRF funding borrowed (Train Station) - returned in 2025	-	-	(210,000)			
Equipment Purchases	785,377	520,914	2,949,311	1,206,674	520,192	607,551
	785,377	2,717,887	2,739,311	1,206,674	520,192	607,551
REVENUE OVER EXPENSES	257,689	(1,685,901)	(1,777,354)	(200,467)	569,782	590,373
 Reserve fund - ENDING	 6,385,331	 4,699,429	 2,922,076	 2,721,609	 3,291,391	 3,311,982



**CITY OF PORT ALBERNI
GROWING COMMUNITIES FUND**

Unaudited

	2023	2024	2025	2026	2027	2028
RECEIPTS						
Balance forward	5,269,000	5,396,338	1,907,854	1,661,472	1,686,394	1,711,690
Investment Income	127,338	107,927	28,618	24,922	25,296	25,675
	5,396,338	5,504,265	1,936,472	1,686,394	1,711,690	1,737,365
EXPENSES (Future projects will be identified after MP)						
General Fund - Masterplans		775,000	275,000	-	-	-
Burde Street - Streetscape and Storm		1,180,000				
Connect the Quays - Phase 3		1,641,411		-	-	-
	-	3,596,411	275,000	-	-	-
REVENUE OVER (UNDER) EXPENSES	5,396,338	1,907,854	1,661,472	1,686,394	1,711,690	1,737,365
Reserve Fund - Year end balance	5,396,338	1,907,854	1,661,472	1,686,394	1,711,690	1,737,365



**CITY OF PORT ALBERNI
LAND SALE RESERVE FUND**

Unaudited

	2023	2024	2025	2026	2027	2028
RECEIPTS						
Opening balance	90,939	991,722	85,872	87,160	88,468	89,795
Investment Income	5,908	1,200,000	1,288	1,307	1,327	1,347
Somass salvage	905,850					
Transfer from RCMP Surplus	-	-	-	-	-	-
Transfer from Off Street Parking Res	-	-	-	-	-	-
	911,758	1,200,000	1,288	1,307	1,327	1,347
EXPENSES						
Transfer to Other Funds - land purchase	10,975	-	-	-	-	-
Somass salvage revenueue utilization	-	905,850				
Somass Funding - 2023	-	1,200,000	-	-	-	-
	10,975	2,105,850	-	-	-	-
REVENUE OVER EXPENSES	900,783	(905,850)	1,288	1,307	1,327	1,347
FUND EQUITY - ENDING	991,722	85,872	87,160	88,468	89,795	91,142



CITY OF PORT ALBERNI
PARKLAND ACQUISITION RESERVE

Unaudited

	2023	2024	2025	2026	2027	2028
RECEIPTS						
Investment Income	\$ 14,255	\$ 9,429	\$ 6,474	\$ 6,604	\$ 6,736	\$ 6,871
Sale of Parkland	-	-	-	-	-	-
Parkland Dedication Deposits	-	-	-	-	-	-
Historical correction	-	-	-	-	-	-
	14,255	9,429	6,474	6,604	6,736	6,871
EXPENSES						
Acquisition of Parkland	-	-	-	-	-	-
	-	-	-	-	-	-
REVENUE OVER (UNDER) EXPENSES	14,255	9,429	6,474	6,604	6,736	6,871
FUND EQUITY - ENDING	\$ 314,284	\$ 323,713	\$ 330,187	\$ 336,791	\$ 343,526	\$ 350,397



CITY OF PORT ALBERNI
PARKS AND RECREATION CAPITAL RESERVE
Unaudited

	2023	2024	2025	2026	2027	2028
RECEIPTS						
Balance forward	2,497,763	2,218,472	605,814	738,952	880,304	1,030,311
Investment Income	25,000	53,018	12,116	14,779	17,606	20,606
Recreation Services Surcharge	103,156	105,735	111,022	116,573	122,401	128,521
Other Deposits	25,000	10,000	10,000	10,000	10,000	10,000
Transfers	-	-	-	-	-	-
Sale of Property	-	-	-	-	-	-
	153,156	2,387,225	738,952	880,304	1,030,311	1,189,439
EXPENSES						
Parks & Recreation - committed 2023 & prior	-	1,781,411	-	-	-	-
New expenditures	-	-	-	-	-	-
	-	1,781,411	-	-	-	-
REVENUE OVER (UNDER) EXPENSES	153,156	605,814	738,952	880,304	1,030,311	1,189,439
FUND EQUITY - ENDING	2,650,919	605,814	738,952	880,304	1,030,311	1,189,439

CITY OF PORT ALBERNI - 2024 Taxation share

NET TAXABLE VALUE		TAX SHARE		TAX INCREASE IN CLASS	TAX % INCREASE	PERCENT TAX SHARE		EFFECTIVE TAX RATE PER THOUSAND		CLASS MULTIPLE	
2023	2024	2023	2024	2023	2024 est.	2023	2024	2023	2024	2023	2024

Class	\$	\$	\$	\$	\$	%	%	%	\$	\$	rate	rate
RESIDENTIAL	3,868,631,400	3,841,565,700	16,880,654	18,739,485	1,858,831	11.01%	60.81%	60.07%	4.36347	4.87809	1.00	1.00
UTILITIES	2,724,555	2,859,755	74,021	82,928	8,907	12.03%	0.27%	0.27%	27.16796	28.99811	6.23	5.94
SUPP. HOUSING	2	2	-	-	-	0.00%	0.00%	0.00%	4.36347	4.87809	1.00	1.00
MAJOR IND.	87,615,800	94,170,300	5,192,778	5,817,192	624,414	12.02%	18.71%	18.65%	59.26759	61.77311	13.58	12.66
LIGHT IND.	19,746,200	24,561,600	704,921	990,542	285,621	40.52%	2.54%	3.18%	35.69906	40.32890	8.18	8.27
BUSINESS	370,546,500	397,078,765	4,885,501	5,535,484	649,983	13.30%	17.60%	17.75%	13.18458	13.94052	3.02	2.86
NON-PROFIT	4,711,100	5,623,500	20,557	27,432	6,875	33.44%	0.07%	0.09%	4.36347	4.87809	1.00	1.00
FARM	85,853	86,238	375	421	46	12.30%	0.00%	0.00%	4.36347	4.87809	1.00	1.00
TOTALS	4,354,061,410	4,365,945,860	27,758,805	31,193,483	3,434,678	12.37%	100.00%	100.00%				

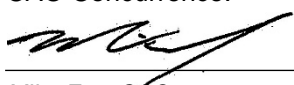
AVERAGE SINGLE FAMILY RESIDENCE

2023		2024		CHANGE	
VALUE	AMOUNT	VALUE	AMOUNT	DIFFERENCE	% CHANGE
\$530,609	\$2,315.29	\$518,716	\$2,530.34	\$215.04	9.29%

SINGLE FAMILY RESIDENCES - BC Assessment

2023	2024
6,486	6,512
3,441,528,100	3,377,876,000

Date: April 3, 2024
File No: 3900-20-5097
To: Mayor & Council
From: M. Fox, CAO
Subject: "City of Port Alberni Tax Rates, Bylaw No. 5104, 2024"

Prepared by: <i>ANDREW MCGIFFORD</i> Director of Finance	Supervisor: <i>M. Fox</i> CHIEF ADMINISTRATIVE OFFICER	CAO Concurrence:  Mike Fox, CAO
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RECOMMENDATION

1. THAT "City of Port Alberni Tax Rates Bylaw No. 5104, 2024" be now introduced and read a first time.
2. THAT "City of Port Alberni Tax Rates Bylaw No. 5104, 2024" be read a second time.
3. THAT "City of Port Alberni Tax Rates Bylaw No. 5104, 2024" be read a third time.

PURPOSE

To allow Council to consider providing three readings of the "City of Port Alberni Tax Rates, Bylaw No. 5104, 2024".

BACKGROUND

Property taxation is the most important single source of municipal revenue. It is regulated by the province through the *Community Charter*. The revenue to be raised from property taxation is determined by Council through its financial planning process and reflected in the "City of Port Alberni 2024 – 2028 Financial Plan Bylaw No. 5097, 2024". Due dates, penalties, interest, and reporting dates fall under *Community Charter* regulations.

The property tax rates use the assessed values as the basis to calculate property tax revenue. Tax rates are expressed in dollars per thousand. Assessed property values are provided by BC Assessment, independent of a municipality. Sections 165 and 197 of the *Community Charter* legislates that a Council must pass a financial plan bylaw and a tax rates bylaw before May 15th of each year. Further, Council must adopt its "City of Port Alberni 2024 – 2028 Financial Plan Bylaw No. 5097, 2024" prior to adopting its tax rate bylaw.

Council does not have authority to set taxes for specific properties. The tax rates are applied to each class of property, and are consistent for each property in each class. For example, if the tax rate for Class 1 Residential is \$4.87809, then all Class 1 Residential properties will be subject to this rate.

Within the *Community Charter* the City tax rates need to be established for municipal revenues that allow for the municipality to meet its taxing obligations. The "City of Port Alberni Tax Rates, Bylaw No. 5104, 2024"

includes the City's General Municipal taxes, off street parking and debt rates, but also includes taxes that are set by other organizations. These rates are within *Schedule "A"* and set out in the proposed bylaw:

- Alberni-Clayoquot Regional District
- Alberni-Clayoquot Regional Hospital District
- Vancouver Island Regional Library

There are other rates that are set by each of the following organizations and do not form part of the City's tax bylaw, but are provided and included on the annual tax notice:

- School taxes for the province
- Municipal Finance Authority
- BC Assessment

The other governments/jurisdictions provide either a tax rate or a dollar amount to support their tax requisitions. The single process of the City collecting the other tax authorities' tax requisitions is more efficient and economical than each of the jurisdictions sending out its own tax notices.

ALTERNATIVES/OPTIONS

1. That Council provide three readings of the *"City of Port Alberni Tax Rates, Bylaw No. 5104, 2024"*.
3. Provide any alternate direction and plan a special meeting(s) of Council to consider the alternate direction.

ANALYSIS

Regardless of the alternative directed by Council in the current year, it is recommended that the City continue to consider tax rates for each classification in future years, taking into consideration a broad array of social, economic and demographic factors relating to the community as a whole.

The various municipal tax rates included in the proposed *"City of Port Alberni Tax Rates, Bylaw No. 5104, 2024"*, are now being brought forward for Council's consideration and are consistent with Council's Financial Plan and the overall 9.29% property tax levy increase for the Average Single-Family Residential home.

BC Assessment provides each municipality with a Completed Assessment Roll at the start of the year, on which estimated property tax rates are calculated. Actual tax rates are calculated on the Revised Roll or the latest supplementary to the Revised Roll. The Revised Roll, received March 31, 2024, includes Property Appeal Review Panel decisions, and may include further adjustments or corrections as the appeal process continues for some properties.

IMPLICATIONS

The following table provides the detailed summary of each classification in 2024 for the City of Port Alberni from the updated Revised Roll provided by BC Assessment on March 31, 2024. These values have been used to calculate the tax rates as laid out in the *"City of Port Alberni Tax Rates, Bylaw No. 5104, 2024"*.

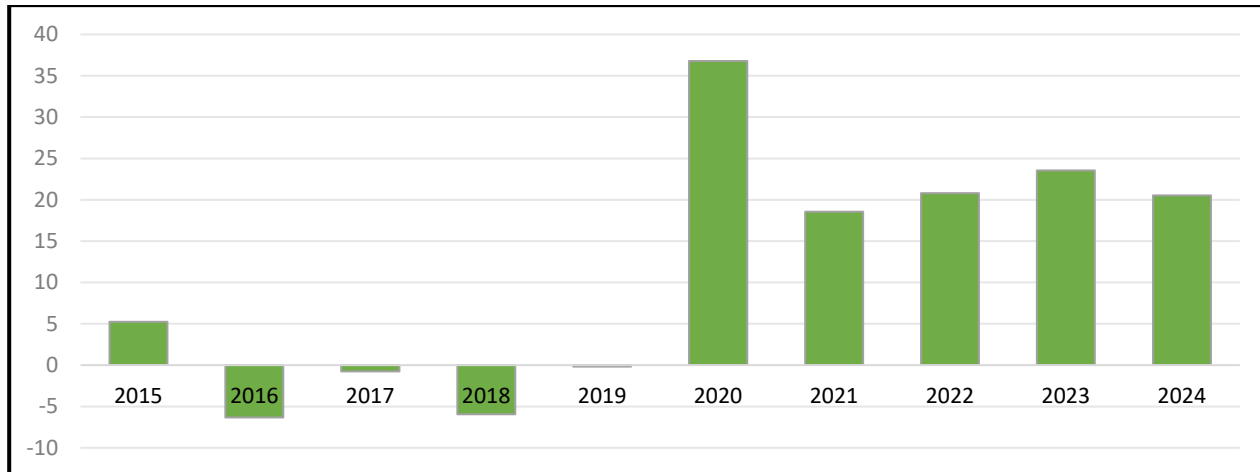
Table 1: 2024 Revised Roll Assessed Values and Proposed Tax Rates and Share

Class	2024 Revised Roll Class Values	Proposed Municipal Tax Rates	% of Tax Share
01 - Residential	3,841,565,700	4.87809	60.07%
02 - Utilities	2,859,755	28.99811	0.27%
03 – Supportive Housing	2	4.87809	0.00%
04 - Major Industry	94,170,300	61.77311	18.65%
05 - Light Industry	24,561,600	40.32890	3.18%
06 - Business & Other	397,078,765	13.94052	17.75%
08 - Rec/Non-Profit	5,623,500	4.87809	0.09%
09 - Farm	86,238	4.87809	0.00%

Major and Light Industrial Taxation Rates

From 2015 through to 2019, Major and Light Industrial taxation rates were set at a similar rate, the Light Industrial rate was higher in four of the five years. In 2020, the non-market change in Light Industrial class without the tax share being rebalanced resulted in a significant decrease in the Light Industrial tax class rate. When Council considered rebalancing in 2021, there was efforts made by the Light Industrial property class to seek support from Council to consider to delink the tax rates of the Major and Light industrial property classes. The rebalancing of the tax share needs to be considered annually once the tax rolls are provided for Council to consider. The table below illustrates the past ten years of Major industrial to Light Industrial Tax Rates.

Table 2: Tax Rates (per thousand) Major Industrial difference versus Light Industry 2015 to 2024



The following tables reflect the property taxation allocation in 2024 for each classification and provide a snapshot of the result of efforts by the City over recent years to shift taxation burden away from industrial tax payers to residential taxpayers since 2006. The total allocation of Major and Light Industrial taxation burden is 21.83% combined, whereas, residential tax class currently sits at 60.07%.

Table 4 – Taxation Burdens in Port Alberni Comparing 2006 and 2024

Property tax breakdown per class	2006 Tax Burden Allocation	2024 Tax Burden Allocation	Change
Residential	40.60%	60.07%	19.47%
Utilities	0.50%	0.27%	-0.23%
Major Industry	40.60%	18.65%	-21.95%
Light Industry	0.90%	3.18%	2.28%
Business & Other	17.25%	17.75%	0.50%
Non-Profit	0.15%	0.09%	-0.06%
Farm	0.00%	0.00%	0.00%
Municipal and Debt Tax Levy Total	100.00%	100.00%	

COMMUNICATIONS

- Finance and Communications will collaborate on a summary | overview of the adopted Financial Plan to include in various communication outreaches to the public.

BYLAWS/PLANS/POLICIES

- Under Section 165 and 166 of the *Community Charter*, the City must develop a five-year financial plan and undertake a public consultation process before the plan is adopted.
- "City of Port Alberni Tax Rates, Bylaw No. 5104, 2024"
- "City of Port Alberni 2024 – 2028 Financial Plan Bylaw No. 5097, 2024"

SUMMARY

Council for the City of Port Alberni began its financial planning process in February of this year. A number of meetings have been held throughout the months of February and March [RCM's & CoW's] to discuss, debate and allow for direct public consultation and input. Following adoption of the Financial Plan bylaw, Council is now being asked to consider and provide three readings of the "City of Port Alberni Tax Rates, Bylaw No. 5104, 2024".

ATTACHMENTS/REFERENCE MATERIALS

- Draft "City of Port Alberni Tax Rates, Bylaw No. 5104, 2024"

c: D. Monteith, Director of Corporate Services

J:\Common\A_Items_for_Agenda\Reports for Approval\Regular Council\2024-04-08\2024_04_08_Tax_Rate_Bylaw_5104_2024.docx

CITY OF PORT ALBERNI

BYLAW NO. 5104

A BYLAW FOR THE LEVYING OF TAX RATES FOR MUNICIPAL, REGIONAL HOSPITAL DISTRICT, REGIONAL DISTRICT AND OFF-STREET PARKING PURPOSES FOR THE YEAR 2024

WHEREAS Section 197 of the *Community Charter, R.S.B.C. 2003 c. 26* requires a Council, on or before May 15th in each year, to adopt a bylaw to impose tax rates on all taxable land and improvements according to their assessed value in order to provide the money required for all lawful general purposes of the municipality, and other purposes permitted under the *Community Charter*.

THE MUNICIPAL COUNCIL OF THE CITY OF PORT ALBERNI IN OPEN MEETING ASSEMBLED ENACTS AS FOLLOWS:

1. **Title**

This Bylaw may be cited for all purposes as "**City of Port Alberni Tax Rates Bylaw No. 5104, 2024**".

2. **Tax Rates**

The following rates are hereby imposed and levied for the year 2024:

(a) **General Municipal Purposes Rate**

For all lawful general purposes of the municipality on the value of land and improvements taxable for general municipal purposes, rates appearing in Column I of Schedule "A" which is attached hereto and forms part of this Bylaw.

(b) **General Municipal Debt Rate**

For debt purposes on the value of land and improvements taxable for general municipal purposes, rates appearing in Column II of Schedule "A" which is attached hereto and forms part of this Bylaw.

(c) **Regional Hospital District Rate**

For purposes of the Alberni-Clayoquot Regional Hospital District on the value of land and improvements taxable for regional hospital district purposes, rates appearing in Column III of Schedule "A" which is attached hereto and forms part of this Bylaw.

(d) **Regional District of Alberni-Clayoquot Rate**

For purposes of the Regional District of Alberni-Clayoquot on the value of land and improvements taxable for regional hospital district purposes, rates appearing in Column IV of Schedule "A" which is attached hereto and forms part of this Bylaw.

(e) Special Rate - Off-Street Parking

For purposes of the specified area described in "Off-Street Parking Loan Authorization Bylaw, No. 1, 1971" No. 2087 on the value of land and improvements taxable for general municipal purposes, rates appearing in Column V of Schedule "A" which is attached hereto and forms part of this Bylaw.

(f) General Municipal Vancouver Island Regional Library Rate

For Vancouver Island Regional Library purposes on the value of land and improvements taxable for general municipal purposes, rates appearing in Column VI of Schedule "A" which is attached hereto and forms part of this Bylaw.

3. Effective Date

The aforementioned rates and taxes shall be considered to have been imposed on and from the first day of January, 2024.

4. Payment

The aforementioned rates and taxes shall be due and payable at the Office of the Collector of the City of Port Alberni at the City Hall, Port Alberni, in the Province of British Columbia.

5. Repeal

That " City of Port Alberni Tax Rates Bylaw No. 5083, 2023" is hereby repealed.

READ A FIRST TIME this day of, 2024.

READ A SECOND TIME this day of, 2024.

READ A THIRD TIME this day of, 2024.

FINALLY ADOPTED this day of , 2024.

Mayor

Corporate Officer

SCHEDULE "A" TO BYLAW # 5104

2024 TAX RATES (DOLLARS OF TAX PER \$1,000 TAXABLE VALUE)

	I	II	III	IV	V	VI
Property Class	General Municipal	Debt	Alberni Clayoquot Regional Hospital	Alberni Clayoquot Regional District	Off Street Parking	Vancouver Island Regional Library
Residential	4.67720	0.03311	0.12824	0.34983	0.32717	0.16777
Utilities	27.80396	0.19680	0.44883	1.22439		0.99735
Supportive Housing	4.67720	0.03311	0.12824	0.34983		0.16777
Major Industry	59.22928	0.41924	0.43600	1.18941		2.12459
Light Industry	38.66814	0.27370	0.43600	1.18941		1.38705
Business	13.36645	0.09461	0.31418	0.85708	0.93499	0.47946
Managed Forest Land	14.03161	0.09932	0.38471	1.04948		0.50332
Non-Profit	4.67720	0.03311	0.12824	0.34983	0.32717	0.16777
Farm	4.67720	0.03311	0.12824	0.34983		0.16777

RECEIVED

MAR 25 2024

CITY OF PORT ALBERNI

<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 #	0230-01

From: P [REDACTED] Sinclair [REDACTED]

Sent: March 18, 2024 5:00 PM

To: Sharie Minions <sharie_minions@portalberni.ca>; Cindy Solda <cindy_solda@portalberni.ca>; Dustin Dame <Dustin_Dame@portalberni.ca>; Debbie Haggard <debbie_haggard@portalberni.ca>; John Douglas <John_Douglas@portalberni.ca>; Charles Mealey <Charles_Mealey@portalberni.ca>; Todd Patola <Todd_Patola@portalberni.ca>

Subject: Food for Port Alberni

Dear Mayor and Council,

Thank you so much for your time and effort in serving the people of Port Alberni.

As you may know, Loaves & Fishes Food Bank is in Port Alberni 7 days a week recovering food and providing it free of charge to charitable organizations there. We have been working towards building a 25,000 square foot warehouse at 1861 East Wellington Rd in Nanaimo. The land has been secured and we have received funding from the City of Nanaimo, the Regional District of Nanaimo and the Government of BC. We expect to have the building permit by this May and are ready to begin building this summer, but only IF we receive the final \$7,000,000 we have officially requested from the Federal Government. We have received enthusiastic support for this project from MPs from across Vancouver Island and a diversity of government representatives. As you know hunger is a crisis that affects people, regardless of politics.

Since 2012, Loaves & Fishes has diverted over 21 million pounds of food from landfills, saved over 52 million pounds of CO2E from being released and provided over \$49 million worth of good food to people and other organizations such as yours across Vancouver Island. Despite this, there is still an estimated additional 12 million pounds of food per year that we could be sourcing if we had this new, larger facility. That is so much more food we could be distributing if we had the space to store it!

We are requesting that you send an email or write and send a letter to the Honourable Sean Fraser Minister of Housing, Infrastructure and Communities explaining the need in your community and your support for the new Loaves & Fishes warehouse project:

A template is attached to this email for your convenience. Please replace the yellow sections with your own words and feel free to fully create your own letter as well

Honourable Sean Fraser
Minister of Housing, Infrastructure and Communities
House of Commons
Ottawa, Ontario
Canada
K1A 0A6

No postage is required when sending mail to the House of Commons

If you would like to send an email. Please email: Minister-Ministre@inf.gc.ca

When sending the email, please cc Taleeb Noormohamed (MP Vancouver Granville):
taleeb.noormohamed@parl.gc.ca

AND

Include a cc to MP Lisa Marie Barron (Nanaimo-Ladysmith): lisamarie.barron@parl.gc.ca

MP Barron will be printing the emails she sees are sent to Minister Fraser to hand deliver as a follow up as well, so please be sure she is cced along with Mr. Noormohamed.

Additionally, for those of you who use social media, please feel free to post **positive and respectful** messages of support for Loaves & Fishes new warehouse on your social media tagging Minister Fraser:

X: @SeanFraserMP
Instagram: seanfrasemp
Facebook: SeanFraserMP

Thank you for your time and assistance. Please don't hesitate to reach out to me if you have any questions.

P [REDACTED] Sinclair
Executive Director
Loaves and Fishes Community Food Bank Society
[REDACTED]

March 2024

To:

Honourable Sean Fraser

Minister of Housing, Infrastructure and Communities

House of Commons

Ottawa, Ontario

Canada

K1A 0A6

Dear Minister Fraser,

I am writing to urge you to support Loaves & Fishes Community Food Bank's request for the final \$7,000,000 in funding needed to construct their new 25,000 square foot warehouse in Nanaimo, British Columbia. As the Mayor of (your community), I can speak directly to how essential their services are to people across Vancouver Island. (Your community) has been receiving free food from Loaves & Fishes Food Bank and it has been making a real impact on food security in my community.

(Include an explanation and/or your experience of what you're seeing regarding the food needs in your community and how food from Loaves & Fishes helps)

Loaves & Fishes has shown that they are capable of reliably supplying large amounts of free food to communities like mine across Vancouver Island. We are confident that with a new warehouse, they will be able to significantly increase the food supply and keep up with the growing needs of people.

The municipal, regional, and provincial governments have all funded the new warehouse so far. Now, the Government of Canada's support for this project is imperative to not only reduce poverty on Vancouver Island and surrounding communities, but keep thousands of people from falling into poverty through food insecurity.

Sincerely,

(Your name)

(Title)

(Community Name)

(Contact info)



International Day Against
Homophobia and Transphobia

RECEIVED

MAR 25 2024

CITY OF PORT ALBERNI

<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 type="checkbox"/> Agenda	<input type="checkbox"/> Other

File # 0630-01 *Rec'd Apr 8/24*

Friday, March 22, 2024

Subject: Join the movement! Celebrate the International Day Against Homophobia and Transphobia on May 17.

Hello,

Fondation Émergence's mission is to educate, inform and raise awareness of the realities of LGBTQ+ people. In 2003, it created the world's first International Day Against Homophobia and Transphobia (May 17), which is now celebrated in over a hundred countries. The date commemorates the removal of homosexuality from the WHO's list of mental illnesses on May 17, 1990. Today, it's the perfect time to converge awareness-raising activities and engage in constructive, positive public dialogue to counter homophobia and transphobia.

As part of the International Day Against Homophobia and Transphobia, Fondation Émergence is inviting all municipalities to send a message of inclusion to the residents of their municipality by raising the flag on May 17.

We also invite you to pass a resolution at your municipal council to mark this important day (see template attached in the e-mail). We also invite you to send us your resolution for inclusion on our map of municipalities [Map of municipalities - May 17](#)

Last year, 249 municipalities showed their support for LGBTQ+ people. Join the movement and help us raise awareness of sexual and gender diversity in all walks of life.

What's more, we invite you to share a photo on your social networks, tagging @journee17mai with #17mai, so that your municipality radiates its inclusivity throughout Quebec.

With your support, we'll continue to make Quebec history by taking a strong stand against homophobia and transphobia. Together, we can create a Quebec that fully accepts sexual and gender diversity.

Yours sincerely,



I. Breault
Executive director

Official presenter



This document is a draft municipal resolution template for the recognition of May 17th as International Day Against Homophobia and Transphobia.

Please send a certified true copy to may17mai@fondationemergence.org

RESOLUTION OF THE MUNICIPAL COUNCIL

OF "Name of your municipality"

Date

Resolution No. "resolution number" - International Day Against Homophobia and Transphobia

WHEREAS the Quebec Charter of Human Rights and Freedoms recognizes that no one can be discriminated against on the basis of sexual orientation or gender identity or expression;

WHEREAS Quebec is a society open to everyone, including lesbian, gay, bisexual and trans people (LGBTQ+) and to all other people who identify with sexual diversity and the multiplicity of gender identities and expressions;

WHEREAS, despite recent efforts towards greater inclusion of LGBTQ+ people, homophobia and transphobia are still present in society.

WHEREAS May 17th is the International Day Against Homophobia and Transphobia, is celebrated as such in many countries and is the result of a Quebec-based initiative promoted by Fondation Émergence starting in 2003.

WHEREAS there is reason to support the efforts of Fondation Émergence in holding this day;

It is resolved to proclaim May 17 INTERNATIONAL DAY AGAINST HOMOPHOBIA AND TRANSPHOBIA and to recognize this day as such.

ADOPTED UNANIMOUSLY

Certified true copy

SIGNATURE

Name

Title



International Day Against
Homophobia and Transphobia

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MAR 27 2024

CITY OF PORT ALBERNI

<input checked="" type="checkbox"/> Council	<input type="checkbox"/> Economic Development
<input checked="" type="checkbox"/> Mayor	<input type="checkbox"/> Engineering/PW
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<input checked="" type="checkbox"/> Corporate Services	<input type="checkbox"/> Community Safety
<input checked="" type="checkbox"/> Agenda	<input type="checkbox"/> Other

File # RCM April 8/24
0630-01

From: M. [REDACTED] Rughani <[REDACTED]>
Sent: March 26, 2024 6:19 PM
To: Sharie Minions <sharie_minions@portalberni.ca>
Subject: Human Values Day - April 24, 2024

Your Worship Dear Mayor Sharie Minions,

On behalf of the Steering Committee and the large number of community volunteers of the Walk for Values, we like to express our deep gratitude to you, all council members and citizens of the City of Port Alberni for supporting and proclaiming April 24 in the past as "Human Values Day" and raise awareness to practice Human Values and to building the "Communities of Character". Canada is a great country and we are proud of its multiculturalism and the rich values we hold.

I am writing to request that April 24, 2024, be proclaimed as the Human Values Day in the City of Port Alberni.

We propose that we all take the time to reflect on ourselves and observe April 24 every year as "Human Values Day." This proclamation will dedicate a day each year to increasing awareness of Canada's commitment to human values by encouraging citizens to foster a climate that promotes, supports and celebrates "excellence in character" in our schools, businesses, homes, and community-based organizations in order to strengthen the families and communities in Canada and around the world. Rekindling human values around the world by Canadian initiative is a step forward to achieving universal peace and security on the planet, and harmonious coexistence among different people and cultures.

Since 2015 April 24 has been proclaimed as Human Values Day by Premiers of the Province of British Columbia, Manitoba, Nova Scotia, Alberta, Newfoundland & Labrador. Also, Mayors of various municipalities have proclaimed Human Values Day and we have received over 300 proclamations. Various landmarks across Canada like the CN Tower, Niagara Falls, Toronto 3D sign, City Hall in Toronto, Hamilton Signature Sign, Mississauga Clock Tower, The Peace Bridge, BC Place in Vancouver, High-Level Bridge in Edmonton, and City Hall Vancouver have also observed Human Values Day on April 24.

With this request, I have attached a Summary of the organization.

This year we will have a walk in Edmonton and we are also planning to have food drives, volunteer at local food banks, and volunteer in planting trees to combat climate change and improve the environment.

In addition, if you have any suggestions for bringing the transformation it will be very much appreciated.

Thank you in advance.

Respectfully submitted,

M. [REDACTED] Rughani (Advisor Team - Walk for Values)

M. [REDACTED] Rughani – Advisory Team Walk For Values | [REDACTED]

www.walkforvalues.com





ALBERNI-CLAYOQUOT REGIONAL DISTRICT

<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
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File # ACM Apr 8/24
0400-60-ACRD

FOR IMMEDIATE RELEASE

March 21, 2024

Regional District receives funding to support food security emergency planning

ALBERNI-CLAYOQUOT REGIONAL DISTRICT –The Alberni-Clayoquot Regional District (ACRD) has been awarded a \$223,655 grant through Investment Agriculture Foundation to conduct a two-phase study on food security needs in relation to emergency planning and preparedness in the ACRD.

This is a collaborative project and the ACRD looks forward to partnering with interested First Nations, local municipalities, and the City of Port Alberni.

“Living on an island means we must focus on food security to ensure we are more self-sufficient and prepared than we currently are, especially in the case of an emergency that may leave some communities cut off from suppliers,” explains J. Jack, chair of the ACRD Board of Directors. “We hope to work with all interested collaborators to identify specific gaps in food security and emergency management for both short-term emergency events and long-term capacity building.”

The first phase of the project focuses on developing a livestock emergency plan for the Alberni Valley. This is required under the new Emergency and Disaster Management Act that came into effect last November. This phase will also explore food security concerns and needs in the City of Port Alberni and Alberni Valley electoral areas. City Council has already passed a certified resolution to partner with the ACRD on this project.

“Food security and emergency management is a regional issue that concerns us all. The need for this plan became clear to all of us following the Cameron Lake wildfire last summer,” says Port Alberni Mayor Sharie Minions. “As we head into a summer with only a fraction of our usual snowpack, the City is excited to have the opportunity to work in collaboration with the ACRD and other interested organizations and First Nations to address this timely issue.”

The second phase will explore concepts of food security on the West Coast, including aquaculture, non-traditional food production, and Indigenous food sovereignty. This study may be just the beginning, opening the door to collaboration in future grant applications for infrastructure, equipment, and training.

-30-

For more information or to arrange an interview, please contact the ACRD at:

250-720-2700

hthomson@acrd.bc.ca

Alberni-Clayoquot Regional District - 3008 Fifth Avenue, Port Alberni, BC - 250-720-2700 - www.acrd.bc.ca
Serving Port Alberni, Tofino, Ucluelet, Treaty First Nations: Huu-ay-aht, Yuułu?i?ath, Uchucklesaht Tribe Government and Toquaht Nation and six electoral areas: "A" (Bamfield), "B" (Beaufort), "C" (Long Beach), "D" (Sproat Lake), "E" (Beaver Creek) and "F" (Cherry Creek).



APR 02 2024

CITY OF PORT ALBERNI

April 2, 2024

☒ Council
☒ Mayor
☒ CAO
☐ Finance
☒ Corporate Services
☒ Agenda

☐ Economic Development
☐ Engineering/PW
☐ Parks, Rec. & Heritage
☐ Development Services
☐ Community Safety
☐ Other _____

File # **0400-60 ACRD**

RCM Apr 8/24

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MAR 25 2024

CITY OF PORT ALBERNI

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<input checked="" type="checkbox"/> CAO	<input checked="" 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 # 8100-01	RCM Apr. 8/24

From: [REDACTED]
Sent: March 22, 2024 2:22 PM
To: Sharie Minions <sharie_minions@portalberni.ca>
Cc: [REDACTED] Bartholomew [REDACTED]
Subject: HMCS ALBERNI ceremony in August

Hello Mayor Minions,

On behalf of The Alberni Project Society and the HMCS ALBERNI Museum and Memorial in Courtenay, BC I would like to extend our invitation to you and the rest of the Council of Port Alberni to attend a very important ceremony on the 80th Anniversary of the sinking of HMCS ALBERNI on 21 August 1944.

Our ceremony on 21 August 2024 will be one of two ceremonies held that day to honour the 59 Canadians who were lost when the Alberni was torpedoed and sunk by the German Submarine U480 off the shore of the Isle of Wight in the English Channel. 30 of the Alberni's crew survived. A second ceremony is being held a few hours earlier to dedicate a Memorial Bench and a Canadian Sapling in a Peace Park located on the southern coast of the Isle of Wight with a view of where the Alberni and U480 rest on the bottom of the English Channel. The UK project is part of a program being funded by a UK resident whose relative died on the Alberni.

Both of the ceremonies will be held beginning at 11 am in each respective time zone. Our ceremony will be attended by the Lt. Governor, MP Gord Johns, as well as several Canadian families whose relatives had either died in the sinking or who had served on the ship at one time or another in the 3 1/2 years that the Alberni serviced Canada.

As you may already know, The Alberni Project was founded by myself as an American tourist who happened to visit the Comox Valley during Remembrance week in 1999. I was so moved by the sacredness that Canadians held Remembrance Day in their hearts that I was rather taken aback. Veterans Day in the USA by the 1990s had changed tremendously since I had been a school boy in Wyoming. While on the Queen of Alberni ferry on the way home from Vancouver Island, I stumbled upon a print of the painting of HMCS ALBERNI near the bookshop on the ferry and beneath the print was a plaque which referred to the 59 Canadians lost when the Flower Class Corvette was torpedoed and sunk. Upon returning to my home in Seattle I set about to create a small website, mostly for my own curiosity, to create an early internet website memorial. Little did I know that within two years I would have quit my job, sold most of my possessions and moved to Courtenay where I had met a Canadian who is now my partner.

Over the years the little website I was working on, though I still didn't understand the reason I was so passionate about continuing my research, grew into a mobile memorial which began to appear at festivals, shopping malls, and schools on Remembrance Days, Canada Day, and other military events on Vancouver Island. Eventually TAP branched out with a year round museum which not only had the official memorial to all the crew who served on Alberni but also became the official memorial for the German Submarine that sank the Alberni. Our stories developed to cover the stories of others in times of war and conflicts. Our stories and artefacts tell stories from the Boer War up through the Afghanistan mission, From the Army, Merchant Navy, Homefront, and War Brides. We have been recognized for our work internationally from joint exhibits with The Anne Frank House, the Flanders and New Zealand Governments, International Art exhibits on Canada's War Brides, and more close to home exhibits with the Royal BC and Chinese Canadian Veterans Museums of British Columbia.

APR 11 2024

Our ceremony, which will be held at the Elks Lodge #60 on 6th Street directly across the street from HAMM's 6th street entrance, will begin at 11:00 am. The ceremony, which we plan to last 45 minutes until 11:45 will feature music from the Canadian Military Wives Choir - Comox Valley as well as guest speakers pending their attendance. At 11:45, we will pause for 30 seconds in silence to recall how fast the Alberni sank after the torpedo struck. The assemblage will then move from the Elks over to HAMM where the newly built Memorial Wall will be quickly dedicated and the visitors will also have an opportunity to see the rest of the museum and our summer exhibit simply called "59".

I hope that you will be able to attend and bring your families to this historic date in Canadian history. Please feel free to invite others in your offices as well since the Alberni was given its name from the old town of Alberni.

If you have any questions related to The Alberni Project Society, our museum, or our educational outreach with our mobile unit, please feel free to contact me or other volunteers at any of the numbers or contact emails below. TAPS and HAMM are not affiliated with the Canadian Government nor with the Royal Canadian Legion. We are a volunteer organization with charitable status in Canada and we are a registered BC Non-profit society.

at your service,

L [REDACTED] Bartholomew
Founder & Executive Director

[REDACTED]
MUSEUM ADDRESS:
HMCS ALBERNI Museum and Memorial
MUSÉE DU NCSM ALBERNI
[REDACTED]
Courtenay BC
[REDACTED]

ADMINISTRATION OFFICE:
The Alberni Project Society
TAP Mobile Exhibit Bookings
[REDACTED]
Courtenay, BC Canada V9N9L7
[REDACTED]
BC Reg Society: S-0062206
Charitable Tax Number: 820205631RR0001

HMCS ALBERNI

MUSEUM AND MEMORIAL PRESENTS

59

Their Role
was to Serve.

Our Role
is to
Remember.

The 80th Anniversary of the sinking
of HMCS ALBERNI

EXHIBIT DATES
18 MAY - 16 NOVEMBER

625 Cliffe Avenue Courtenay

Contact us: 250-897-4611
for more information on this
or other exhibits and events in 2024
www.alberniproject.org



BRITISH
COLUMBIA

Supported by the Province of British Columbia



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MAR 25 2024

CITY OF PORT ALBERNI

☒ Council
☒ Mayor
☒ CAO
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☒ Agenda
☐ Economic Development
☐ Engineering/PW
☐ Parks, Rec. & Heritage
☒ Development Services
☐ Community Safety
☐ Other
File # Apr 8 RCM
0400-20-AF



Ministry of
Agriculture
and Food

DATE: March 22, 2024

SUBJECT: A PRESENTATION ON LAND USE PLANNING FOR AGRICULTURE - INVITATION

Dear Local Government Council or Board,

With increasing pressures on provincial farming areas and the importance of agricultural land use planning in the province, B.C. Ministry of Agriculture and Food (Ministry) staff are pleased to offer interested Councils and Boards an opportunity for a Ministry staff delegation presentation on agricultural land use planning and the legislative tools available for consideration by local government elected officials.

The presentation:

- Will consist of a slide-deck that provides an update on the current economic and socio-economic state of the agricultural sector in B.C. and discusses available land use planning tools local governments can use to help ensure farmers can continue to farm successfully in the province;
- Are approximately 15 minutes in length. Ministry staff are available for questions following the presentation; and
- Are intended for local government Council, Board or Committee regularly scheduled meetings.

TIMELINE: Given available Ministry staff resources, presentations are anticipated be held either virtually, or in-person, between April 2024 to June 2024 at the convenience of each local government. Other dates are potentially available.

NEXT STEPS: Please reach out to myself Jeff Weightman, Acting Director, Land Use and Geospatial Unit, Corporate Policy and Priorities Branch at Jeffrey.Weightman@gov.bc.ca to discuss further details and confirm presentation dates and times.

I look forward to hearing from you.

Sincerely,

Jeff Weightman
Acting Director, Land Use and Geospatial Unit
B.C. Ministry of Agriculture and Food

NOTE: Please place this letter for consideration on your next Council or Regional District Board

RECEIVED

MAR 27 2024

CITY OF PORT ALBERNI

From: AVICC Info <info@avicc.ca>

Sent: March 27, 2024 9:48 AM

Cc: M [REDACTED] Williams (United Way BC) <M [REDACTED] W@uwbc.ca>; T [REDACTED] Dennison <tdennison@avicc.ca>

Subject: United Way - 2024/25 Community Investment Grants

<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 checked="" type="checkbox"/> Parks, Rec. & Heritage
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<input checked="" type="checkbox"/> Corporate Services	<input checked="" type="checkbox"/> Community Safety
<input type="checkbox"/> Agenda	<input type="checkbox"/> Other
File #	0400-63

RCM April 8/24

Please forward to elected officials, the CAO, and the Corporate Officer

Hello AVICC Members,

Please find information below from the United Way BC, regarding their 2024/25 Community Investment Grants. Questions can be directed to M [REDACTED] Williams - m [REDACTED] W@uwbc.ca.

We are now accepting applications for our 2024-2025 Community Investment Grants. **This year, the UWBC Community Investment Grant is aimed towards Child and Youth Mental Health programs and projects (existing or new) for ages birth – 29 years, that promote adaptability, resiliency, communication skills, emotional regulation, problem-solving, intergenerational teachings, culture expressions, identity, a sense of belonging, life skills and prosocial behaviour.**

The grant application is at [United Way British Columbia Grants & Funding \(uwbc.ca\)](https://www.uwbc.ca) (scroll down to Central and North Vancouver Island).

UWBC Child and Youth Mental Health Grants will be available through our online portal and eligible organizations include charitable agencies, First Nations, and Indigenous organizations (First Nations, Métis, and Inuit). Priority will be determined based on local service delivery, capacity, scope and overall impact. UWBC Child and Youth Mental Health grants are open to eligible local programs throughout the Central and North Vancouver Island Region. Applications will be accepted from organizations operating in the Regional Districts of Mount Waddington, Strathcona, Comox Valley, Nanaimo, Alberni Clayoquot, Cowichan and qathet.

Objectives of 2024-25 Community Investment Grant: We recognize that community partners know what is needed to support the mental health of children and youth they serve, and how to develop programs to meet these needs. See below for some examples of program activities that align with this year's grant call. Innovative ideas that support the mental health of children and youth are welcome!

Increased Connections – Inclusive and strength-based programming that nurtures social and cultural connectedness and positive relationship building for children, youth, and parents.

Knowledge Sharing and Increased Resilience Skills for Children and Youth – Programming that promotes resilient thinking strategies and habits (accurate and flexible thinking) and builds positive mental health strategies to manage stress and anxiety.

Empowering Youth (ages 12 – 29) - Providing opportunities for youth to learn skills and gain experience that enhances their capacity to make healthy life choices and create positive impact in their community.

Supporting Children (ages birth – 12) - Providing opportunities for children to learn and gain experience that enhances their capacity to make healthy life choices and reach their emotional and developmental milestones.

Access to Training and Resources for Caregivers - Defined as someone with a family or a cultural connection to or a strong relationship with a child in need, who cares for that child full-time, on either a temporary or a permanent basis. Programs that promote an understanding of attachment-based parenting strategies, across the age spectrum, to build healthier parent/child connections.

Cultural Connectedness and Belonging – Inclusive and strength-based programming for communities and Nations which supports health and well-being.

For more information please contact M [REDACTED] Williams - [m\[REDACTED\]@uwbc.ca](mailto:m[REDACTED]@uwbc.ca)

M [REDACTED] Williams | she, her, hers
 Regional CII Coordinator, Community Impact & Investment
 (Main) [250.591.8731](tel:250.591.8731) | (Direct) [250.591.7691](tel:250.591.7691)
 United Way British Columbia | Central & Northern Vancouver Island
 9-327 Prideaux Street, Nanaimo, BC V9R 2N4
uwbc.ca | [Facebook](#) | [LinkedIn](#) | [Instagram](#) | [Twitter](#)



United Way
British Columbia

Working with communities in
BC's North, Interior, Lower Mainland,
Central & Northern Vancouver Island



United Way British Columbia acknowledges the homelands of the Indigenous Peoples of this place we now call British Columbia, and honours the many territorial keepers of the Lands on which we work.

The information transmitted is intended only for the person or entity to which it is addressed and may contain confidential and/or privileged material. If you received this in error, please contact the sender and delete the material from any computer.

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MAR 26 2024

CITY OF PORT ALBERNI

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<input checked="" type="checkbox"/> Agenda	<input type="checkbox"/> Other

File # **0400-60**
RCM Apr 8/24
\$ 0390-20-UBCM

February 29, 2024

Via Email

UBCM Member Municipalities

Dear UBCM Members:

Re: Support for Resolution

I am writing to you on behalf of Osoyoos Town Council to request your support for our proposed resolution on legislative changes regarding personal and defamatory attacks on municipal leaders at the upcoming SILGA Convention, in advance of the UBCM Convention this fall.

Municipal leaders across the province are facing increasing levels of personal and defamatory attacks, which not only impact our ability to effectively serve our communities but also have a negative impact on the overall functioning of local government. It is imperative that we address this issue and advocate for legislative changes that provide better protection for municipal leaders.

At the February 27, 2024, Regular Open Council Meeting, Town Council passed the following resolution:

Whereas Local Governments recognize the importance of fostering respectful and constructive dialogue within the community; and

Whereas personal and defamatory attacks on local government leaders, including both senior staff and elected officials, undermine the integrity of the democratic process and create a hostile working environment, and

Whereas current legislative and legal frameworks, including those of WorkSafeBC and Workers Compensation Act, do not provide adequate protection against such attacks, thereby hindering the ability of local government leaders to carry out their duties effectively,

Therefore be it resolved that UBCM advocate for legislative changes that address the issue of personal and defamatory attacks on local government leaders; and

Further be it resolved that these changes should aim to strengthen protections for local government leaders against unfounded, defamatory and malicious accusations while also upholding principles of freedom of speech and transparency;

Further be it resolved that UBCM is encouraged to collaborate with other relevant stakeholders, the Ministry of Municipal Affairs, including legal experts and advocacy groups, to develop comprehensive proposals for legislative reform.

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Together, we can work towards creating a safer, more respectful environment for all municipal leaders to effectively carry out their duties on behalf of their communities. We look forward to and appreciate your support on this matter.

Attachments:

ToO Background Information SILGA Resolution

Yours truly,

S. McKortoff
Mayor

c: Town Council
R. Risling, CAO
B. Hillson, Director of Corporate Services
Honourable Anne Kang, Minister of Municipal Affairs

Legislative Changes - Personal and Defamatory Attacks on Municipal Leaders

Background Information:

There has been a concerning rise in the frequency and severity of personal and defamatory attacks directed toward municipal leaders (including Council members and staff). These attacks are often through various channels, including social media, and create a hostile working environment and hinder the ability of municipal leaders to carry out their duties effectively. The repercussions of defamatory personal attacks extend beyond the municipal realm and can detrimentally affect Council members who are working professionals by impacting their livelihood. The damaging effects of the personal attacks are not confined to professional settings; they often infiltrate into the personal lives of both staff and municipal council members, including incidents outside of business hours.

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APR 02 2024



CITY OF PORT ALBERNI

Suite 250-4350 Still Creek Drive, Burnaby BC, V5C 0G5 Canada
t: 604-215-4702

April 2, 2024

RE: PRIMECorp Budget to Municipalities

Dear Mayor and Council,

The PRIMECorp Board of Directors has approved our 2024-25 fiscal year budget which also includes preliminary financial forecasts for the subsequent four fiscal years (2025-26 to 2028-29). This planning cycle is in alignment with what we understand to be the financial planning cycles of the municipal, provincial and federal agencies that PRIME-BC services are provided to. We are writing to provide you with these estimates to ensure transparency and advance notice for your budgeting/planning cycles.

In adherence to our financial plan, the proposed User Service Fee for the 2024-25 fiscal year will increase by 7% from \$1,384 per officer to \$1,481 per officer. The 7% increase will be applied to fund PRIMECorp's ongoing operations to address this fiscal year's anticipated cost pressures.

Balancing budget increases and the needs of the organization is challenging as minimizing budget increases may result in increased risk to fully addressing service demand pressures and service risks. Although the inflation rate is expected to slow, prices are expected to remain elevated given high inflation rates over the past two years. This will put additional pressure on our operating and capital budgets. To ensure financial sustainability and to align to cost escalations, the 2025-26 User Service Fee is preliminarily budgeted to increase by 6%; annual increases thereafter are forecasted to increase by 5%, with a percentage of the increase to be allocated to a "reserve".

Fiscal Year	% increase	User Service Fee
2024-25	7%	\$ 1,481
2025-26	6%	\$ 1,570
2026-27	5%	\$ 1,649
2027-28	5%	\$ 1,731
2028-29	5%	\$ 1,818

We hope this additional information is of assistance to your organizations during the budget planning process. We will continue with our practice of advising stakeholders of approved budgets on an annual basis.

Sincerely,



M. Brown
Chair, PRIMECorp Board of Directors

☒ Council
☒ Mayor
☒ CAO
☐ Finance
☐ Corporate Services
☐ Agenda
☐ Economic Development
☐ Engineering/PW
☐ Parks, Rec. & Heritage
☐ Development Services
☐ Community Safety
☒ Other *RCMP*
RCM Apr-8/24
File # *7400-01*



Suite 250-4350 Still Creek Drive, Burnaby BC, V5C 0G5 Canada
t: 604-215-4702

Cc: Deputy Chief F [REDACTED] Wilson, President, BC Association of Chiefs of Police

Municipal Police Chiefs

Officers in Charge, RCMP Detachments

PRIMECorp Board of Directors:

- M [REDACTED] Brown, Executive Director, Municipal Policing Governance and Community Safety Division, Policing and Security Branch
- J [REDACTED] Jachinsky, Director General IMT, RCMP
- G [REDACTED] Klassen, Councillor, City of Fort St. John
- J [REDACTED] Laidman, Deputy Chief Constable, Victoria Police Department
- T [REDACTED] Matsumoto, Deputy Chief Constable, Surrey Police Service
- D [REDACTED] McDonald, Deputy Commissioner, RCMP
- T [REDACTED] Sideroff, Superintendent of Information Services, Support Services Division, Vancouver Police Department
- K [REDACTED] Singh, Manager, Police Services, City of Coquitlam
- D [REDACTED] Stuart, CAO, District of North Vancouver
- O [REDACTED] Gruter-Andrew, CEO, E-Comm

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APR 02 2024

CITY OF PORT ALBERNI

Municipal Pension Retirees' Association
District #24 – Port Alberni & District

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

March 29, 2024

Dear Mayor Minions & Councilors,

RE: March 25, 2024 RCM – New Business: Seniors Advocacy

Our Association applaud you for supporting the Motion brought forward by Councilor Solda & Patola regarding I█████ Mackenzie, Seniors Advocate for the Province of B.C. recommendation to “Increase Rural Representation in Government through the creation of a Ministry or Minister of State for Rural B.C.” and further to request the creation of a rural seniors caucus within the UBCM membership.

The MPRA is taking the news of your proactive initiative in passing this motion to all thirty-three MPRA districts throughout B.C.

We encourage the City of Port Alberni to have a strong presence at the AVICC and UBCM. If we can support council in any way, we have additional information we could share with you.

- Resilient and Resourceful, Challenges facing B.C.’s Rural Seniors
By Office of the Seniors Advocate BC, February 2024
- Vital Signs Report 2023
Alberni Valley Community Foundation
- Tin Cup Seniors Rights Matter
www.seniorstincup.org
- Port Alberni Seniors Advisory Committee
Minutes: July 2015 to August 2018
- Seniors in Alberni – Final Report – Jan. 14, 2016
Prepared by: D█████ Saare for the CPA Seniors Advisory Committee

Thank-you for supporting Seniors in bringing this issue forward.

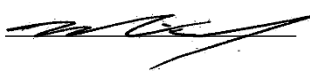
Best Regards,

G█████ Allen,
MPRA District #24 Chairperson

/law

<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 #	RCM Apr 8/24 0230-01

Date: March 20, 2024
File No: 1855-01
To: Mayor & Council
From: M. Fox, Chief Administrative Officer
Subject: Island Health Community Wellness 2024 Grant Application

Prepared by: MARY CLARE MASSICOTTE Manager of Community Safety & Social Development	Supervisor: DONNA MONTEITH Director of Corporate Services	CAO Concurrence:  M. Fox, CAO
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RECOMMENDATION[S]

That Council authorize staff to apply for, receive, and manage grant funding for the April 12, 2024 intake of the Island Health 'Community Wellness Grant Program' for \$50,000 to develop a Community Well-Being and Safety Strategy for the Continuum of Care of safety, security and social services in Port Alberni;

And Further, that Council authorize staff to engage a consultant to develop the strategy upon the grant application being successful.

PURPOSE

To seek Council approval for an application to the Island Health - Community Wellness Grant Program. A Council Resolution is a required document for the application and would serve to direct staff time accordingly.

BACKGROUND

The Community Wellness Grant Program is intended to provide the opportunity for not-for-profit organizations, local government organizations and Indigenous Nations and organizations to apply for one-time funding for community-led wellness projects that reduce barriers and increase supports, enabling all members of the community to enjoy health and wellness.

The focus of the 2024/2025 funding cycle is community resilience, promoting connected, diverse, safe, active, and nourished communities. The Port Alberni Community Well-Being and Safety Strategy would address the goals of advancing diversity, connectedness, safety, and active living.

The City of Port Alberni does not have a well-being and safety strategy for the community. This project will assess current conditions, map out current services, pinpoint areas for improvement, and develop strategies to bridge those gaps. The project aims to collaboratively and proactively address the needs and aspirations of our diverse community by implementing strategic initiatives that promote inclusivity, safety, respect, and social harmony.

City staff are conducting two projects to gather data and inform the strategy.

1. Presently, staff are conducting an environmental scan of other municipalities Community Policing and safety programs to determine what is working in their communities. This information will be used to report to Council on future community safety programs and strategies.
2. On April 24, 2024, the City, in partnership with the Alberni Clayoquot Health Network and Island Health - Mental Health and Substance Use, is facilitating a gap analysis workshop. The purpose of the workshop is to identify gaps in services to address current safety & social challenges in Port Alberni.

These two initiatives will inform the Community Well-Being and Safety Strategy.

The Community Wellness Program provides 100% funding up to a maximum of \$50,000 for partnership grants. Funds can also be used to hire or contract an individual to assist in this work. The grant would be used to cover the cost of the consultant to prepare the Community Well-Being and Safety Strategy for the City of Port Alberni.

The intake period is open starting on March 12, 2024, applications close on April 12, 2024 with funds distributed to successful applicants by early June, 2024. All projects must be complete by June 30, 2025.

ALTERNATIVES/OPTIONS

1. That Council authorize staff to apply for, receive, and manage grant funding for the April 12, 2024 intake of the Community Wellness Program for \$50,000 to develop a community well-being and safety strategy for the Continuum of Care of safety, security and social services in Port Alberni, and further to engage a consultant to develop the strategy upon the grant application being successful.
2. Do not apply to the Community Wellness Program.

ANALYSIS

Option 1:

That Council authorize staff to prepare and submit an application for funding to the April 12, 2024 intake of the Island Health Community Wellness program for \$50,000 to develop an implementation plan for the Continuum of Care of safety, security and social services in Port Alberni, and hire a consultant to develop the strategy.

Pro: The work aligns with the *Corporate Strategic Plan* Priority #5 - Fostering a Complete Community (safe, healthy, and inclusive).

Pro: The Program allows for the hiring of a consultant to assist in the work thus, not overly impacting current staff capacity.

Pro: Reporting requirements are not onerous.

Pro: No downsides to this course of action are apparent.

Option 2:

Do not apply to the Community Wellness Program.

Pro: Staff time being invested in existing projects would not be diluted.

Con: Staff time to develop the plan internally would take a significant amount of time, and delay a strategy for the community.

IMPLICATIONS

The primary implications are that:

- A successful application will provide the municipality with a Community Action Plan no-cost assessment of factors that would make the community more liveable.
- Some staff time will be required to prepare and submit the application as well as direct, monitor and evaluate the work of the individual hired to do the work.

COMMUNICATIONS

No communications beyond Council's adoption of a resolution are needed at this time.

BYLAWS/PLANS/POLICIES

The work aligns with the *Corporate Strategic Plan* Priority #5 - Fostering a Complete Community (safe, healthy, and inclusive).

SUMMARY

Council is being asked to approve a grant application to the Community Wellness Program for the April 12, 2024 intake of the Island Health Community Wellness program for \$50,000 to develop an implementation plan for the Continuum of Care of safety, security and social services in Port Alberni, and hire a contractor to develop the plan.

ATTACHMENTS/REFERENCE MATERIALS

Links to the Application and the Program & Application Guide are provided immediately below:

- [Community Wellness Grants 2024/25 \(islandhealth.ca\)](https://islandhealth.ca/community-wellness-grants-2024-25)

c: M. Fox, CAO
A. McGifford, Director of Finance
S. Darling, Deputy Director of Corporate Services