
AGENDA - REGULAR MEETING OF COUNCIL
Monday, October 28, 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

Register to participate via webinar at: <https://portalberni.ca/council-agendas-minutes>

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 7

1. Minutes of the Special meeting and Regular Council meeting on October 15, 2024 be adopted, as presented.

C. DELEGATIONS

1. **Officer in Charge | R.C.M.P**
Inspector K. Bruce in attendance to provide introductions.

D. UNFINISHED BUSINESS

Includes items carried forward from previous Council meetings.

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.

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. **Parks, Recreation and Culture Fees and Charges Bylaw | Recommendations from the October 21, 2024 Committee of the Whole - Page 12**
 - a. *THAT Council for the City of Port Alberni direct staff to prepare a letter to the Alberni-Clayoquot Regional District [ACRD] requesting a one-time payment for 2025 to off set Regional District resident use of City-owned recreational facilities and further, that the ACRD and City engage in a larger discussion regarding equitable regional contributions for recreation services.*
 - b. *THAT Council for the City of Port Alberni direct that the proposed “Parks, Recreation and Culture Facilities Fees and Charges Bylaw No. 5106, 2024” be amended to include a separate rate structure for the Echo Sunshine Club to meet the rate increases [plus CPI] via a scaled approach over a 4-year term.*
 - c. *THAT Council for the City of Port Alberni direct that the proposed “Parks, Recreation and Culture Facilities Fees and Charges Bylaw No. 5106, 2024” be amended from a 5 percent annual fee increase to reflect an annual increase based on the prior years Consumer Price Index [CPI] rate.*
 - d. *THAT Council for the City of Port Alberni direct that the proposed “Parks, Recreation and Culture Facilities Fees and Charges Bylaw No. 5106, 2024” reflect the following in relation to youth practices, games and tournaments:*
 - *Sports field rates of zero dollars;*
 - *Echo Parks Fieldhouse rental rates amended from \$198/day to \$100/day;*
 - *Concession rental rates amended from \$250/day to \$100/day when rented and operated by a youth sports society.*
 - e. *THAT “Parks, Recreation and Culture Facilities Fees and Charges Bylaw No. 5106, 2024” be now introduced and read a first time.*
 - f. *THAT “Parks, Recreation and Culture Facilities Fees and Charges Bylaw No. 5106, 2024” be read a second time.*
 - g. *THAT “Parks, Recreation and Culture Facilities Fees and Charges Bylaw No. 5106, 2024” be read a third time.*
 - h. *THAT Council for the City of Port Alberni provide staff direction regarding developing a policy on waiving rental fees for any particular participant demographic or event type.*

[October 21, 2024 Staff Report Pg. 32](#)

2. **Municipal Revitalization Tax Exemption Bylaw Review | Recommendation from the October 21, 2024 Committee of the Whole**
 - a. *THAT Council for the City of Port Alberni repeal "City of Port Alberni Revitalization Tax Exemption Program, Bylaw No. 4824".*
 - b. *THAT Council for the City of Port Alberni repeal "City of Port Alberni Commercial Revitalization Tax Exemption Program, Bylaw No. 4898".*

[October 21, 2024 Staff Report Pg. 122](#)

3. **2024 Permissive Tax Exemptions - Page 20**
"Permissive Tax Exemption Bylaw No. 5115, 2024"
THAT "Permissive Tax Exemption Bylaw No. 5115, 2024" be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5115.
"Permissive Tax Exemption Bylaw, Amendment No. 1, Bylaw No. 5091-1, 2024"
THAT "Permissive Tax Exemption Bylaw, Amendment No. 1, Bylaw No. 5091-1, 2024" be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5091-1.
4. **Animal Control and Pound Bylaw No. 5117, 2024 | Amendment - Page 33**
Report from the Manager of Community Safety and Social Development requesting Council consideration for three readings of the proposed bylaw.
 - a. *THAT "Animal Control and Pound Bylaw No. 5117, 2024" be now introduced and read a first time.*
 - b. *THAT "Animal Control and Pound Bylaw No. 5117, 2024" be read a second time.*
 - c. *THAT "Animal Control and Pound Bylaw No. 5117, 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. **Vancouver Island Regional Library - Page 36**
Letter dated October 17, 2024 from Ben Hyman, Executive Director of the Vancouver Island Regional Library requesting submissions for the 2025 appointment of representatives for the Board of Trustees.
 - a. *THAT pursuant to the Library Act, Council appoints [insert name] as the City of Port Alberni's representative to serve on the Vancouver Island Regional Library Board of Trustees for a term ending December 31, 2025.*
 - b. *THAT pursuant to the Library Act, Council appoints [insert name] as the City of Port Alberni's alternate representative to serve on the Vancouver Island Regional Library Board of Trustees for a term ending December 31, 2025.*

2. **Stolen Child BC Productions Inc. - Page 41**

Letter dated October 22, 2024 from Stolen Child BC Productions Inc. requesting an extension of the noise bylaw on October 28, November 1, 4, 8, 12, and 14, 2024 on Golden Street for the filming of 'The Stolen Child'.

THAT Council authorize an exemption to the 'Noise Control Bylaw 2009, No. 4718' to permit the filming of 'The Stolen Child' on Golden Street on October 28, November 1, 4, 8, 12 and 14, 2024 until 10:30 pm.

3. **Alberni Valley Food Security Society - Page 46**

Letter dated October 24, 2024 from the Alberni Valley Food Security Society requesting a letter of support to accompany a grant application.

THAT Council direct staff to prepare a letter of support to the Alberni Valley Food Security Society to accompany their grant application to the federal government "Local Food Infrastructure Fund" in order to purchase an AgriKit to be situated on City-owned lands known as the 'Community Garden' presently leased by the Society, subject to the City not incurring any associated financial costs and that the initiative meets zoning regulations.

H. PROCLAMATIONS

1. **Christian Heritage Month - Page 49**

Email dated October 22, 2024 requesting the month of December be proclaimed as 'Christian Heritage Month' in Port Alberni.

THAT Council on behalf of the Christian Music Festival proclaim the month of December as 'Christian Heritage Month' 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 52**

- a. Alberni-Clayoquot Regional District | Invites Public Input on Waste Reduction Plan
- b. Alberni-Clayoquot Regional District | Keeping you Connected September 2024
- c. Alberni-Clayoquot Regional District | Sarita River Washout
- d. Various Ministry Letters | Follow up to the 2024 UBCM Convention Meetings
- e. Advisory Planning Commission Meeting Minutes | January 18 & June 20, 2024

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. Long Shot Events Inc. | Recommendation from the October 21, 2024 Committee of the Whole

THAT Council for the City of Port Alberni direct staff to prepare a letter of support to Long Shot Events Inc. for their proposed Alberni Shores event.

[October 21, 2024 Staff Report Pg. 7](#)

2. Coastal Restoration Society | Recommendation from the October 21, 2024 Committee of the Whole

THAT Council for the City of Port Alberni direct staff to prepare a letter of support to Coastal Restoration Society for construction of a vessel recycling facility subject to the Society receiving endorsement from the Tseshah and Hupacasath First Nations.

[October 21, 2024 Staff Report Pg. 8](#)

3. City Involvement in Local Events | Recommendations from the October 21, 2024 Committee of the Whole

THAT Council for the City of Port Alberni direct staff to move the First Night and Polar Bear Swim events to the collaborative event category for 2024 and further, that staff engage with the appropriate organizations to begin planning.

THAT Council for the City of Port Alberni direct staff to contact each event organizer to outline their corresponding category classification starting in 2025.

THAT Council for the City of Port Alberni provide staff with a list of the events Council wishes to support for 5-year periods.

THAT Council for the City of Port Alberni direct staff to include a provision in the Community Investment Program that for-profit or private organizations organizing local fundraising events where proceeds will provide community benefit will have the same access as non-profit organizations to the Community Investment Program.

[October 21, 2024 Staff Report Pg. 15](#)

4. Interim Housing Needs Report 2024 | Recommendation from the October 21, 2024 Committee of the Whole

THAT Council for the City of Port Alberni receive the Interim Housing Needs Report in accordance with section 585.31 of the Local Government Act, and ahead of the January 1, 2025 deadline set by the B.C. Ministry of Housing.

THAT Council for the City of Port Alberni direct staff to develop the 2042 Official Community Plan in consideration of the Interim Housing Needs Report as required by section 473.1(2) of the Local Government Act.

[October 21, 2024 Staff Report Pg. 149](#)

-
5. **UBCM Grant | 2024 Asset Management Planning Program - Page 70**
Report dated October 3, 2024 from the Manager of Asset Management Initiatives requesting Council authorization to amend the Financial Plan Bylaw to apply to the UBCM Asset Management Planning program.
- a. *THAT Council support the application to the UBCM 2024 Asset Management Planning program to enhance the integration of asset management planning with long-term financial planning.*
 - b. *THAT Council amend "City of Port Alberni 2024 - 2028 Financial Plan Bylaw No. 5097, 2024" by allocating \$15,000 towards the UBCM Asset Management Planning program in 2024 from Other Common Services – 21259.*
6. **Grant Application | Rural Economic Diversification and Infrastructure Program - Page 73**
Report dated October 23, 2024 from the Manager of Economic Development requesting Council authorization to amend the Financial Plan Bylaw to apply to the Economic Capacity stream of the Rural Economic Diversification and Infrastructure Program [REDIP].
- a. *THAT Council approve the City as an applicant to the Economic Capacity stream of the Rural Economic Diversification and Infrastructure Program [REDIP].*
 - b. *THAT Council amend "City of Port Alberni 2024 – 2028 Financial Plan Bylaw No. 5097, 2024" by allocating \$50,000 from Economic Development in 2025 and 2026 to be utilized as matching funds for a grant request of \$100,000 from the Rural Economic Diversification and Infrastructure Program [REDIP].*

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
TUESDAY, October 15, 2024 @ 11:00 a.m.
City Hall Committee Room | 4850 Argyle Street, Port Alberni, BC

PRESENT: Mayor S. Minions
Councillor D. Haggard
Councillor C. Mealey
Councillor C. Solda

Regrets: Councillor D. Dame
Councillor T. Patola

Staff: M. Fox, Chief Administrative Officer
S. Smith, Director of Development Services | Deputy CAO
A. McGifford, Director of Finance
W. Thorpe, Director of Parks, Recreation and Culture
S. Darling, Director of Corporate Services

Call to order: @ 12:28 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)(d)** the security of the property of the municipality;
- Section 90 (1)(e)** the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- Section 90 (1)(f)** law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;
- Section 90 (1)(k)** negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

CARRIED

The meeting adjourned at 1:35 p.m.

CERTIFIED CORRECT

Mayor

Corporate Officer

MINUTES OF THE REGULAR MEETING OF COUNCIL
Tuesday, October 15, 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. Haggard
Councillor C. Mealey
Councillor C. Solda

Regrets: Councillor D. Dame
Councillor T. Patola

Staff: M. Fox, Chief Administrative Officer
S. Darling, Director of Corporate Services
W. Thorpe, Director of Parks, Recreation & Culture
A. McGifford, Director of Finance
R. Macauley, Deputy Director of Finance
J. Pelech, Information Services Manager

Gallery: 3

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 adopted as printed and circulated.

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 September 23, 2024 be adopted, as presented.

CARRIED

C. DELEGATIONS

1. Introduction | Manager of Culture

The Director of Parks, Recreation and Culture introduced the Manager of Culture, Sheila Perry.

2. Introduction | Executive Assistant

The Chief Administrative Officer introduced the Executive Assistant, Brianne Dempsey.

D. UNFINISHED BUSINESS

E. STAFF REPORTS

F. BYLAWS

1. "Permissive Tax Exemption Bylaw No. 5115, 2024"

MOVED AND SECONDED, THAT "Permissive Tax Exemption Bylaw No. 5115, 2024" be now introduced and read a first time.

CARRIED | Res. No. 24-311

MOVED AND SECONDED, THAT "Permissive Tax Exemption Bylaw No. 5115, 2024" be read a second time.

CARRIED | Res. No. 24-312

MOVED AND SECONDED, THAT "Permissive Tax Exemption Bylaw No. 5115, 2024" be read a third time.

CARRIED | Res. No. 24-313

"Permissive Tax Exemption Bylaw, Amendment No. 1, Bylaw No. 5091-1, 2024"

MOVED AND SECONDED, THAT "Permissive Tax Exemption Bylaw, Amendment No. 1, Bylaw No. 5091-1, 2024" be now introduced and read a first time.

CARRIED | Res. No. 24-314

MOVED AND SECONDED, THAT "Permissive Tax Exemption Bylaw, Amendment No. 1, Bylaw No. 5091-1, 2024" be read a second time.

CARRIED | Res. No. 24-315

MOVED AND SECONDED, THAT "Permissive Tax Exemption Bylaw, Amendment No. 1, Bylaw No. 5091-1, 2024" be read a third time.

CARRIED | Res. No. 24-316

G. CORRESPONDENCE FOR ACTION

1. Huu-ay-aht First Nation | Oomiiqsu (Aboriginal Mother Centre)

MOVED AND SECONDED, THAT Council for the City of Port Alberni graciously accept the plaque from the Huu-ay-aht First Nations Oomiiqsu (Aboriginal Mother Centre).

CARRIED | Res. No. 24-317

2. Coastline Endurance Running | Trail Running Series

MOVED AND SECONDED, THAT Council authorize Coastline Endurance Running access to City streets/trails on Saturday, June 7, 2025 from 8:00 am to 4:00 pm for the purpose of a trail running event starting at the EJ Dunn Elementary School and following the route as outlined in the attached map subject to:

- *the notification of emergency services and BC Transit*
- *consultation with all affected businesses/residents*
- *provision of a Traffic Safety Plan completed by a certified professional, including qualified Traffic Control personnel as required*
- *provision of standard liability insurance in the amount of \$5M [minimum]*
- *event organizers responsible for removal of all flagging tape and stakes*
- *event organizers acknowledge that these trails are open to the public and as such trails will need to be shared accordingly*
- *event organizers acknowledge trails will be enjoyed as-is*
- *event organizers acknowledge that authorization for route sections on non-City property requires separate approval from corresponding property owners/agencies*

CARRIED | Res. No. 24-318

3. Community Action Team

MOVED AND SECONDED, THAT Council direct staff to work with the Community Action Team to determine costing and implications related to hosting a Men's Mental Health Car Show in May 2025 on the Somass Lands to be brought forward to Council for consideration and approval.

CARRIED | Res. No. 24-319

4. **R. Maczulat | Noise Bylaw Extension**

MOVED AND SECONDED, THAT Council authorize an exemption to the "Noise Control Bylaw 2009, No. 4718" to permit the Italian Hall Centre to host a Halloween Dance Event ending at 1:00 am on Saturday, October 26th.

CARRIED | Res. No. 24-320

H. PROCLAMATIONS

1. **Ministry of Children and Family Development**

MOVED AND SECONDED, THAT Council on behalf of the Ministry of Children and Family Development proclaim the month of October as 'Foster Family Month' in Port Alberni.

CARRIED | Res. No. 24-321

2. **Complex Regional Pain Syndrome/Reflex Sympathetic Dystrophy [CRPS/RSD]**

MOVED AND SECONDED, THAT Council on behalf of Complex Regional Pain Syndrome and Reflex Sympathetic Dystrophy proclaim November 4, 2024 as 'Color the World Orange Day' in Port Alberni.

CARRIED | Res. No. 24-322

I. CORRESPONDENCE FOR INFORMATION

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

- a. Association of Vancouver Island Coastal Communities | 2024 Community Safety and Wellbeing Conference

MOVED AND SECONDED, THAT Council direct staff to register one Councillor or the Manager of Community Safety and Social Development to participate in the 2024 Community Safety and Wellbeing Conference taking place October 28-30, 2024 in Victoria, BC.

CARRIED | Res. No. 24-323

- b. City of Duncan | News Release - Homelessness Crisis Urgent Call to Action
c. City of Merritt | Burden of Delinquent Property Taxes
d. Alberni-Clayoquot Regional District | News Release Sort'n Go Compost Program
e. Alberni-Clayoquot Regional District | Alberni Valley Emergency Management Brochure
f. Alberni-Clayoquot Regional District | Accessibility Committee Meeting | March 5, 2024 & April 9, 2024 Minutes
g. Ministry of Emergency Management and Climate Readiness | Indigenous Engagement Requirements Funding Program
h. United Against Hate Canada | Election Survey – Combatting Antisemitism
i. Royal Canadian Mounted Police | BC RCMP Recruiting Update
j. Minister of Innovation, Science and Industry | Draft Salmon Aquaculture Transition Plan for BC
k. Various Ministry Letters | Follow up to the 2024 UBCM Convention Meeting
l. North Island College | Future Student Guide -
<https://www.nic.bc.ca/audience/future-students/future-student-resources/>
m. Youth Parliament of British Columbia Alumni Society | 96th Parliamentary Session Open for Application

- n. PRIMECorp | 2023-24 Annual Report and Financial Statements
- o. Advisory Traffic Committee | January 17, 2024 Minutes
- p. Audit Committee | February 27, 2024 & May 28, 2024 Minutes
- q. Alberni Valley Museum and Heritage Commission | September 4, 2024 Minutes

MOVED AND SECONDED, THAT Council receive the items of correspondence for information, as presented.

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

L. NEW BUSINESS

- 1. **West Coast Emergency Cultural Awareness and Safety Plan**

MOVED AND SECONDED, THAT Council authorize the Mayor and Corporate Officer to enter into an agreement with the Alberni-Clayoquot Regional District to collaborate on the establishment of a West Coast Emergency Cultural Awareness and Safety Plan;

AND FURTHER, THAT Council direct staff to allocate the \$40,000 in funding received from the Indigenous Engagement Requirements Funding Program [less administrative costs] to achieve this work.

CARRIED | Res. No. 24-324

- 2. **Return of A.D.S.S. Graduation Ceremonies to the Multiplex**

MOVED AND SECONDED, THAT Council direct staff to prepare a report providing background information on the history of Multiplex hosted Alberni District Secondary School graduation ceremonies and further, provide options and a timeline for the return of ceremonies to this location to be presented at the January 20, 2025 Committee of the Whole meeting.

CARRIED | Res. No. 24-325

M. QUESTION PERIOD

N. ADJOURNMENT

MOVED AND SECONDED, THAT the meeting adjourn at 2:30 p.m.

CARRIED

CERTIFIED CORRECT

Mayor

Corporate Officer

CITY OF PORT ALBERNI

BYLAW NO. 5106

**A BYLAW TO FIX AND CHARGE FEES AND ADMISSION TO OR FOR THE USE OF
COMMUNITY PARKS, RECREATION AND CULTURE FACILITIES**

WHEREAS the Council of the City of Port Alberni has the authority by bylaw pursuant to Section 194 of the Community Charter, RSBC, 2003 to impose fees payable in respect of all or part of a service of the municipality and the use of municipal property;

AND WHEREAS the Council of the City of Port Alberni has the authority by bylaw pursuant to Section 12 of the Community Charter to make different provisions for different areas, times, conditions or circumstances as described by bylaw; to establish different classes of persons, places, activities, property or things; and to make different provisions, including exceptions, for different classes established as above;

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

1. Title

This Bylaw may be known and cited for all purposes as the "Parks, Recreation and Culture Facilities Fees and Charges 2024, Bylaw No. 5106, 2024".

2. Fees and Charges

The fees and charges for admission to and the use of community parks, recreation and culture facilities shall be as fixed in Schedule "A" attached hereto and forming part of this Bylaw.

3. Effective Date

This bylaw shall become effective _____, 2025.

4. Repeal

"Recreation Facilities Fees and Charges 2015, Bylaw No. 4872" 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 this day of , 2024.

Mayor

Corporate Officer

SCHEDULE "A" TO BYLAW NO. 5106

City of Port Alberni – Parks, Recreation and Culture Schedule of Facilities Fees and Charges

1. GENERAL

1.1. Implementation of Fees:

This bylaw shall become effective _____. Staff shall complete a review of the rates contained within this bylaw every four (4) years to examine alignment of these rates versus comparable communities.

1.2. Age Classifications:

Tot	0-4 years
Child	5-12 years
Youth	13-18 years
Adult	19-54 years
Senior	55-74
Golden Age	75+ years
Family	Max. 6 persons min. 1 adult or senior max. 2 adults

1.3. Definitions:

1.3.1. Duration

Half Day	Up to 6 hours
Full Day	1 calendar day

1.3.2. Get Active, Stay Active Pass

Youth receive unlimited access to drop-in sessions and 20% off all registered programs.

Valid January – December (no prorated fee if pass is purchased throughout the year).

1.3.3. Primary/Secondary Ice Surfaces (Multiplex Only)

Primary Sheet (Weyerhaeuser)

Secondary Sheet (Coulson)

1.3.4. Prime Time/Non-Prime Time (Multiplex Only)

Prime Time	Monday – Friday, 3pm – 9am Saturday – Sunday: All open hours
Non-Prime Time	Monday – Friday, 9am – 3pm

1.3.5. Staff Costs

Current wages (inclusive of employer deductions) as paid to City of Port Alberni employees.

1.3.6. Tax Implications

Taxes will be added to all fees as required by legislation.

1.3.7. User Group Types

Commercial

Groups or organizations with a primary purpose of generating profit through providing goods or services for sale.

Fees and charges for commercial groups/organizations will be negotiated on behalf of the City by the Director of Parks, Recreation and Culture or designate.

Local non-profit organizations

Registered non-profit or charitable organizations located within the Alberni Valley as indicated by the service area boundaries of the City of Port Alberni and Alberni-Clayoquot Regional District.

Non-local organizations

Registered organizations located outside the Alberni Valley.

Political

Organizations or groups affiliated with a particular political party.

Public

Individuals or groups not affiliated with a particular organization.

Religious

Organizations or groups affiliated with a particular religion, faith, or spiritual belief system.

Sanctioned events

Events organized or hosted by local or non-local organizations.

2. Fees and Charges

- 2.1. On January 1 of each year, every fee within this bylaw shall increase by the same value as the Consumer Price Index (CPI) of the previous year.
- 2.2. Applicable taxes must be added to all rates within this bylaw.
- 2.3. The Echo Sunshine Club shall be charged a separate rate structure incorporating increases via a scaled approach over a 4-year term.

ADMISSIONS - SWIMMING, SKATING, FITNESS STUDIO, GLENWOOD CENTRE

Drop-in Admission

Child/Youth (5-18 years)	\$3.33
Adult (19-54 years)	\$6.19
Senior (55-74 years)	\$5.24
Family (max. 6 persons, min. 1 adult or senior, max. 2 adults)	\$13.33
Shower Only	\$3.33

10 Visits

Child/Youth	\$30.15
Adult	\$57.15
Senior	\$46.03
Family	\$118.35

1 Month Membership

Child/Youth	\$35.05
Adult	\$66.00
Senior	\$50.00
Family	\$154.60

3 Month Membership

Child/Youth	\$89.83
Adult	\$174.25
Senior	\$126.65
Family	\$365.40

Annual Membership

Child/Youth	\$265.30
Adult	\$447.50
Senior	\$409.88
Family	\$975.65

Get Active, Stay Active Pass

Youth (unlimited drop-in & 20% off all registered programs, Jan. - Dec.)	\$196.70
--	----------

RENTALS - ALBERNI VALLEY MULTIPLEX**Ice (per hour)**

Youth Non-Prime & Hockey Academy	\$72.28
Youth Prime	\$103.16
Adult Non-Prime	\$149.99
Adult Prime	\$224.43

Dry Floor (per hour)

Youth	\$54.11
Adult	\$76.69

Events (full day) + staff

Primary Sheet - surface only	\$1,391.10
Primary Sheet - surface & arena seating	\$2,017.00
Primary Sheet - surface only (non-profit)	\$900.00
Secondary Sheet - surface & bleacher seating	\$1,317.00
Upper Lounge	\$500.00

Skates (per pair)

Rental	\$3.33
Sharpening	\$5.72

RENTALS - ECHO AQUATIC CENTRE**Youth Groups and Swim Meets (per hour) + staff**

Per Lane	\$21.75
Shallow Tank	\$122.39
Main Pool (6 lanes x 25 m)	\$123.70
Full Facility - hourly up to 4 hours	\$170.10
Full Facility - full day, incl. 2 Aquatic staff	\$769.70

Adult Groups (per hour) + staff

Per Lane	\$26.80
----------	---------

Full Facility - hourly up to 4 hours	\$211.92
Full Facility - full day, incl. 2 Aquatic staff	\$957.88

RENTALS - ECHO '67 COMMUNITY CENTRE	
Room Rental (per hour)	
Dogwood Room - public and local non-profit org. fundraisers	\$34.23
Dogwood Room - religious, political and non-local org.	\$47.88
Hemlock Room - public and local non-profit org. fundraisers	\$24.78
Hemlock Room - religious, political and non-local org.	\$36.93
Fir Room - public and local non-profit org. fundraisers	\$24.78
Fir Room - religious, political and non-local org.	\$36.93
Cedar Room (Front w/stage) - public and local non-profit org. fundraisers	\$43.30
Cedar Room (Front w/stage) - religious, political and non-local org.	\$67.60
Cedar Room (Centre) - public and local non-profit org. fundraisers	\$39.40
Cedar Room (Centre) - religious, political and non-local org.	\$66.30
Cedar Room (Back/East) - public and local non-profit org. fundraisers	\$43.30
Cedar Room (Back/East) - religious, political and non-local org.	\$67.60
Cedar Room (Full) - public and local non-profit org. fundraisers	\$74.96
Cedar Room (Full) - religious, political and non-local org.	\$104.00
Small Kitchen - public and local non-profit org. fundraisers	\$27.25
Small Kitchen - religious, political and non-local org.	\$100.00
Large Kitchen - public and local non-profit org. fundraisers	\$50.00
Large Kitchen - religious, political and non-local org.	\$100.00
Craft Room - public and local non-profit org. fundraisers	\$30.00
Craft Room - religious, political and non-local org.	\$35.25
Full Facility - public and local non-profit org. fundraisers (full day)	\$650.00
Full Facility - religious, political and non-local org. (full day)	\$909.95

RENTALS - ECHO PARK FIELDHOUSE	
Room Rental	
Fieldhouse (per hour)	\$44.88
Fieldhouse (full day – adult)	\$198.00
Fieldhouse (full day – youth)	\$100.00
Concession (full day)	\$250.00
Concession (full day when rented and operated by a youth sport society)	\$100.00
Showers (full day)	\$32.50
Officials' Room (full day)	\$50.00

RENTALS - GLENWOOD CENTRE	
Rental (per hour)	
Youth Floor Rental + staff	\$47.05
Adult Floor Rental + staff	\$80.00
Floor Rental with Inflatable + staff	\$150.00
Tennis Court (per court)	\$15.00
Youth Batting Cage	\$35.70
Adult Batting Cage	\$57.75
Skating - Floor Rental (2 hours, incl. skate shop attendant)	\$293.60
Full Facility (full day) - public and local non-profit org. fundraisers	\$570.70
Full Facility (full day) - religious, political and non-local org.	\$2,143.20
Skate Rentals (pair)	\$3.33

RENTALS - GYRO YOUTH CENTRE	
Room Rental (per hour)	
Activity Room	\$42.20
Full Upstairs (incl. Activity Room, Kitchen and Media Room)	\$99.25
Birch Room	\$36.25

RENTALS - RECREATION PARK STADIUM	
Rental (per day)	
Local recreation groups	\$300.00
Religious, political and non-local org.	\$600.00
Concession (full day)	\$250.00
Concession (full day when rented and operated by a youth sport society)	\$100.00

RENTALS - BOB DAILEY STADIUM	
Rental	
Local Recreation Group (per hour)	\$60.00
Local Recreation Group (per 1/2 day)	\$179.00
Local Recreation Group (full day)	\$300.00
Religious, political and non-local org. (full day)	\$597.00
Lighting - youth (per hour)	\$92.00
Lighting - adult (per hour)	\$92.00

RENTALS - SPORTS FIELDS	
Per field, diamond, or pitch	
Youth - Practice/Game (per hour)	\$0.00
Youth - Tournament (per day)	\$0.00
Adult - Practice/Game (per hour)	\$18.75
Adult - Tournament (per day)	\$80.00

CITY OF PORT ALBERNI

BYLAW NO. 5115

A BYLAW TO EXEMPT CERTAIN LANDS AND IMPROVEMENTS FROM TAXATION

Whereas Section 224 of the *Community Charter*, RSBC 2003 provides that the Council may by bylaw, in accordance with the section, exempt land or improvements or both from taxation under Section 197 (1) (a) of the *Community Charter* to the extent, for the period and subject to the conditions provided in the bylaw, and;

Whereas Council deems it appropriate to exempt certain properties from taxation.

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

1. Title

- 1.1 This Bylaw may be known and cited for all purposes as "**Permissive Tax Exemption Bylaw No. 5115, 2024**"

2. Exempted Properties

- 2.1 The lands and all improvements thereon unless otherwise indicated, as set out in Schedule "A" are exempted from taxation for the period prescribed in Schedule "A" in accordance with Section 224 (2) of the *Community Charter*.

READ A FIRST TIME this 15th day of October, 2024.

READ A SECOND TIME this 15th day of October, 2024.

READ A THIRD TIME this 15th day of October, 2024.

PUBLIC NOTICE PROVIDED PURSUANT TO SECTION 94 OF THE COMMUNITY CHARTER.

ADOPTED this day of , 2024.

Mayor

Corporate Officer

BYLAW NO. 5115
SCHEDULE
DESCRIPTION OF NEW PERMISSIVE TAX EXEMPTIONS 2025-2027

NAME OF ORGANIZATION AND APPLICABLE AUTHORITY OF THE COMMUNITY CHARTER	CONDITION OF PERMISSIVE TAX EXEMPTION	PROPERTY DESCRIPTION	PERIOD OF EXEMPTION
Alberni Valley Makerspace <i>224 (2) (a) charitable or not for profit organization</i>	97%	Lots 1, DL 1, ALD PL VIP721R (101-3620 3 rd Avenue) Folio 990-0101-02	January 1, 2025 - December 31, 2027

CITY OF PORT ALBERNI

BYLAW NO. 5090-1

A BYLAW TO AMEND PERMISSIVE TAX EXEMPTION BYLAW NO. 5090

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

1. Title

- 1.1 This Bylaw may be known and cited for all purposes as "**Permissive Tax Exemption Bylaw, Amendment No. 1, Bylaw No. 5090-1, 2024**"

2. Amendment

- 2.1 "Permissive Tax Exemption Bylaw, Bylaw No. 5090, 2023" is hereby amended by deleting Schedule "A" and replacing it with Schedule "A" attached hereto and forming part of this bylaw.

READ A FIRST TIME this 15th day of October, 2024.

READ A SECOND TIME this 15th day of October, 2024.

READ A THIRD TIME this 15th day of October, 2024.

PUBLIC NOTICE PROVIDED PURSUANT TO SECTION 94 OF THE COMMUNITY CHARTER.

ADOPTED this day of 2024.

Mayor

Corporate Officer

BYLAW NO. 5090
SCHEDULE A
DESCRIPTION OF NEW PERMISSIVE TAX EXEMPTIONS 2024-2027

NAME OF ORGANIZATION AND APPLICABLE AUTHORITY OF THE COMMUNITY CHARTER	CONDITION OF PERMISSIVE TAX EXEMPTION	PROPERTY DESCRIPTION	PERIOD OF EXEMPTION
Alberni Athletic Association <i>224 (2) (i) public athletic or recreational purposes</i>	100%	Lot A, DL 92, Alberni District, Plan EPP6009 (3727 Roger Street) Folio 092-0691-04	January 1, 2024 - December 31, 2027
Alberni Clayoquot Continuing Care Society – Fir Park Village <i>224 (2) (h) land surrounding a seniors' home</i> <i>224 (2) (j) licensed community care facility</i>	100%	Lot B, DL 1, AD, Plan 32448 (4411 Wallace Street) Folio 001-3931-00	January 1, 2024 - December 31, 2027
Alberni Clayoquot Continuing Care Society – Echo Village <i>224 (2) (h) land surrounding a hospital</i>	100%	Lot A, DL 1, Plan VIS5964 (4200 10th Avenue) Folio 001-3556-10	January 1, 2024 - December 31, 2027
Alberni Clayoquot Continuing Care Society – Echo Village <i>224 (2) (h) land surrounding a hospital</i>	66.67%	Lot 1, Plan VIP5330, DL 1 (under power lines adjacent to Wallace St) Folio 990-0511-40	January 1, 2024 - December 31, 2027
SAGE Haven Society <i>224 (2) (a) charitable or not for profit organization</i>	100% of Folio 013-0399-01 61% of Folio 001-0874-00	Lot A, DL 13, Plan 64605, Folio 013-0399-01 Portion of Lot 1, DL 1, Plan VIP56667 Folio 001-0874-00	January 1, 2024 - December 31, 2027
Alberni District Fall Fair <i>224 (2) (a) charitable or not for profit organization</i>	As outlined on schedule A- 2.1 and A-2.2	Portion of Lot 2, DL 92, Plan 29389 (4102 Hollywood Street) Folios 092-0691-10, 092-0694- 00, 092-0696-10, 990-0511-10	January 1, 2024 - December 31, 2027
Alberni Valley Alnon Club <i>224 (2) (a) charitable or not for profit organization</i>	100%	Lot B Block 86 DL 1, Plan VIP33737 (3028 2nd Avenue) Folio 001-3941-00	January 1, 2024 - December 31, 2027
Alberni Valley Childcare Society <i>224 (2) (a) charitable or not for profit organization</i>	100%	Portion of Lot 15, Block 5, DL 1, Plan 11410 (4222 Cedarwood Street) - Stepping Stones Too - Folio 001-3107- 02	January 1, 2024 - December 31, 2027

NAME OF ORGANIZATION AND APPLICABLE AUTHORITY OF THE COMMUNITY CHARTER	CONDITION OF PERMISSIVE TAX EXEMPTION	PROPERTY DESCRIPTION	PERIOD OF EXEMPTION
		Lot 5, DL 1, Plan 15331 (2554 10 th Ave) (part of playground / Kaleidoscope park)- Folio 001-3409-00 Lot 6, DL 1, Plan 15331 (4325 Neil St) (Child care and therapy center) Folio- 001-3410-00	
Alberni Valley Curling Club <i>224 (2) (i) public athletic or recreational organization</i>	100%	Portion of Lot 1, DL 1, Plan 14814 Folio 001-3380-01	January 1, 2024 - December 31, 2027
Alberni Valley Hospice Society (Ty Watson House) <i>224 (2) (j) organization operating & licensed under the Community Care and Assisted Living Act; 224 (2) (a) charitable or not for profit organization</i>	100%	Lots 23-24, Block 67, DL 1, Plan 197B (2649 2nd Avenue) - Ty Watson House Folio 001-0821-00	January 1, 2024 - December 31, 2027
Alberni Valley Hospice Society <i>224 (2) (a) charitable or not for profit organization</i>	98%	DL 1 Plan 23217 LOT A (2579 10 th Ave) – Main office Folio 001-3581-00	January 1, 2024 - December 31, 2027
Alberni Valley Junior Baseball Association <i>224 (2) (i) public athletic or recreational purposes</i>	100%	Portion of Lot A, DL 13, Plan 29927, (4000 Compton Road) Folio 013-0434-13	January 1, 2024 - December 31, 2027
Alberni Valley Minor Hockey Association <i>224 (2) (i) public athletic or recreational purposes</i>	100%	Office within Multiplex Portion of Lot 1, Plan 5330 (3737 Roger Street) Folio 092-0691-03	January 1, 2024 - December 31, 2027
Alberni Valley Rescue Squad <i>224 (2) (a) charitable or not for profit organization</i>	100%	Lot 2, DL 137, Plan 52779 (4790 Tebo Avenue) Folio 014-0511-00	January 1, 2024 - December 31, 2027
Alberni Valley Senior Citizens' Homes (Wallace St.) <i>224 (2) (h) land surrounding a senior's home under Sec 220 (1) (i)</i>	100%	Lot A, District Lot 1, Plan 32448 (4467 Wallace Street) - Pioneer Towers Folio 001-3930-00	January 1, 2024 - December 31, 2027

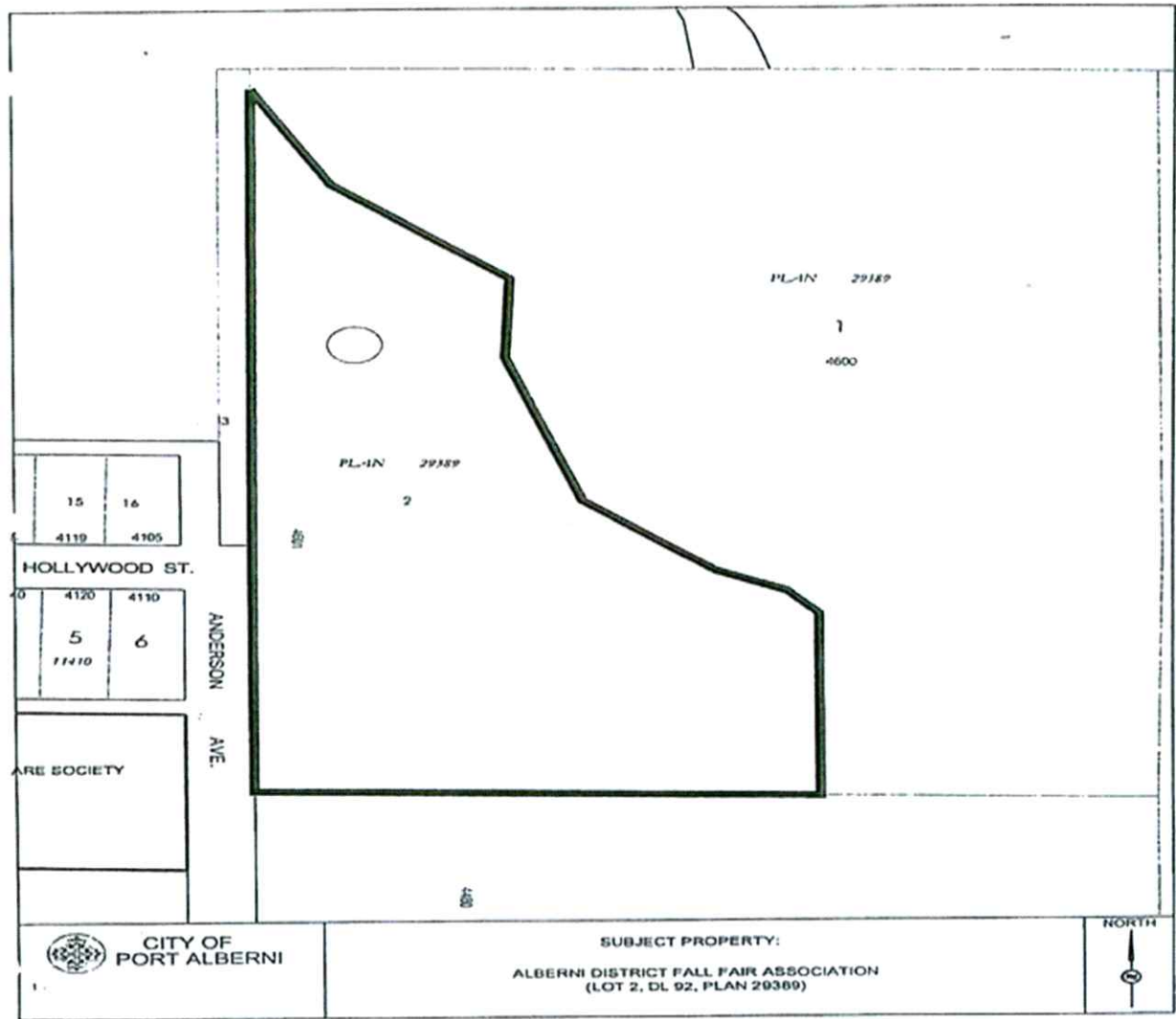
NAME OF ORGANIZATION AND APPLICABLE AUTHORITY OF THE COMMUNITY CHARTER	CONDITION OF PERMISSIVE TAX EXEMPTION	PROPERTY DESCRIPTION	PERIOD OF EXEMPTION
Alberni Athletics Soccer Association <i>224 (2) (i) public athletic or recreational purposes</i>	100%	Portion of Lot A, DL 92, Plan 31446 (4200 Wood Avenue) Folio 092-0696-02	January 1, 2024 - December 31, 2027
BC SPCA <i>224 (2) (e) Partnering agreement providing a municipal service; 224 (2) (a) charitable or not for profit organization</i>	100%	Part of Lot B, DL 14, Plan 31798, Part of Lot A, DL 137, Plan 62423, Part of DL 143 (4936 Broughton Street) Folio 143-0100-01, 143-0100-02	January 1, 2024 - December 31, 2027
Bread of Life Centre <i>224 (2) (a) charitable or not for profit organization</i>	100%	Lot A, DL 1, Plan 30733 (3130 3 rd Avenue) Folio 001-3910-00	January 1, 2024 - December 31, 2027
Canadian Mental Health Association, Port Alberni Branch <i>224 (2) (a) charitable or not for profit organization</i>	100%	Lot 1-3, Block 85, DL 1, Plan 197 (3174 & 3178 2nd Avenue) Folio 001-0943-00, 001-0944-00	January 1, 2024 - December 31, 2027
Canadian Mental Health Association, Port Alberni Branch (King George Apartments) <i>224 (2) (a) charitable or not for profit organization</i>	100%	Lot 1, DL 1, Plan VIP33433 (3131 5th Avenue) Folio 001-3939-00	January 1, 2024 - December 31, 2027
Canadian Mental Health Association, Port Alberni Branch- Care Taker Residence <i>224 (2) (a) charitable or not for profit organization</i>	100%	Lot 1, DL 1, Plan VIP33433 (4720 Pemberton rd) - Folio 001-3559-01 Lot 3, Blk 14, Sec 11, AD 8444 (5095 Pineo Rd) – Folio 011-0265-00 Lot 12, DL 13, AD, VIP87 (124-4000 Compton Rd) Folio- 013-0434-12 Blk C, DL 1, AD, 6407 – (4250 Wallace St) Folio 001-2430-00 Lot 131, DL 14, AD, (5081 Bishop Ave) Folio- 014-0489-00	January 1, 2024 - December 31, 2027

NAME OF ORGANIZATION AND APPLICABLE AUTHORITY OF THE COMMUNITY CHARTER	CONDITION OF PERMISSIVE TAX EXEMPTION	PROPERTY DESCRIPTION	PERIOD OF EXEMPTION
Central Park – Gaiga Square 224 (2) (e) <i>Partnering agreement providing a municipal service</i>	100%	Lot A, DL 1, Plan VIP32610 (3009 3rd Avenue) Folio 001-3932-00	January 1, 2024 - December 31, 2027
Community Arts Council of the Alberni Valley 224 (2) (a) <i>charitable or not for profit organization</i>	97.5%	DL 118 ALD EXCPTPLN VIP48026 LSLCNCNMBR AHQ7 (7 - 5440 Argyle)	January 1, 2024 - December 31, 2027
Echo Sunshine Club 224 (2) (i) <i>public athletic or recreational purposes</i>	100%	Portion of Lot 1, District Lot 1, Plan 5330 (4255 Wallace Street) Folio 990-0513-02	January 1, 2024 - December 31, 2027
Hupacasath First Nation (Ooh-Ah-Tluk-Kuu-Wil Society) 224 (2) (i) <i>public athletic or recreational purposes</i>	100%	Lot A, DL 11, AD Plan VIP1285 (4890 Beaver Crk Rd) Folio 011-0159-00	January 1, 2024 - December 31, 2027
Mount Arrowsmith Skating Club 224 (2) (i) <i>public athletic or recreational purposes</i>	100%	Office within Multiplex Portion of Lot 1, Plan 27429 (3737 Roger Street) Folio 092-0691-02	January 1, 2024 - December 31, 2027
Port Alberni Aquatic - Tsunami Swim Club 224 (2) (i) <i>public athletic or recreational purposes</i>	100%	Portion of Lot 1, District Lot 1, Plan 5330 (4255 Wallace Street) Folio 990-0513-03	January 1, 2024 - December 31, 2027
Port Alberni Association for Community Living 224 (2) (a) <i>charitable or not for profit organization</i>	100%	Lot 13, Block 86, DL 1, Plan 197 (3009 1st Avenue) - Folio 001-0971-00 Lot 15, Blk 86, DL 1, Plan 197 (3008 2nd Avenue) - Folio 001-3703-00 Lot 57, District Lot 92, Plan 39317 (3585 Huff Drive) - Folio 092-0417-00 Lot 2, Block 45, DL 1, Plan 197 (4471 Margaret Street) - Folio 001-0034-00 Lot 14-15, Block 2, DL 1, Plan VIP11410 (4521 Dogwood Street) - Folio 001-3048-00 Lot 2, DL 1, Plan EPP110837 (5155 Argyle St.) - Folio 001-3385-10	January 1, 2024 - December 31, 2027

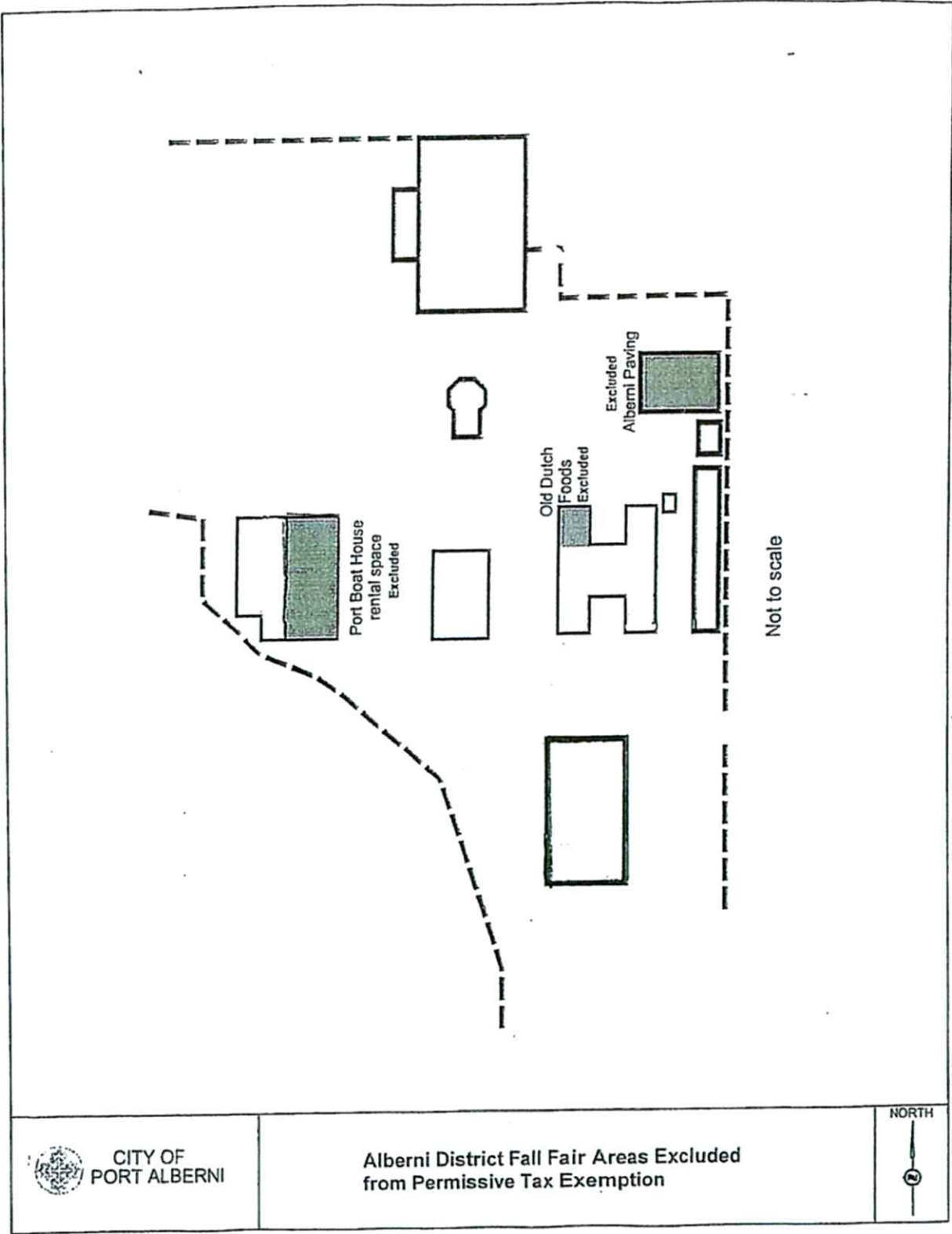
NAME OF ORGANIZATION AND APPLICABLE AUTHORITY OF THE COMMUNITY CHARTER	CONDITION OF PERMISSIVE TAX EXEMPTION	PROPERTY DESCRIPTION	PERIOD OF EXEMPTION
Port Alberni Black Sheep Rugby Club <i>224 (2) (i) public athletic or recreational purposes</i>	96.3% of Class 6 and Class 8 Caretakers suite not exempt (Class 1)	Lot A, DL 91, Plan 63503 (3420 Argyle Street) Folio 091-0077-05	January 1, 2024 - December 31, 2027
Port Alberni Gymnastics Association <i>224 (2) (i) public athletic or recreational purposes</i>	100%	Lot 1, DL 91, Plan 60758 (3450 Argyle Street) Folio 091-0077-10	January 1, 2024 - December 31, 2027
Port Alberni Lawn Bowling Club <i>224 (2) (i) public athletic or recreational purposes</i>	89.64% of Class 6 and Class 8	Portion of Lot 1, DL 1, Plan 5330 (4255 A Wallace Street) Folio 990-0513-01	January 1, 2024 - December 31, 2027
Port Alberni Maritime Heritage Society (Marine Interpretive/Discovery Centre/Lighthouse) <i>224 (2) (a) charitable or not for profit organization</i>	100%	Portion of DL 1 adjacent to Plan 11583, Block 112A - located on the Pier at Harbour Quay Marina (2900 Harbour Road) 2908 sq. ft. (Maritime Interpretive Centre/Lighthouse) Folio 001-3167-02	January 1, 2024 - December 31, 2027
Port Alberni Maritime Heritage Society (Banfield LifeBoat) <i>224 (2) (a) charitable or not for profit organization</i>	As outlined on schedule A-3	Lot A, DL 1 and 118, Plan 73300 (5425 Argyle Street) (Banfield Lifeboat and Canopy Structure) Folio 001-1168-10	January 1, 2024 - December 31, 2027
Royal Canadian Legion Branch #293 <i>224 (2) (a) charitable or not for profit organization</i>	100% - Class 8	Lot A, District Lot 1, Plan 56012 (4680 Victoria Quay) Folio 001-3579-00	January 1, 2024 - December 31, 2027
Uchucklesaht Capital Assets Inc. <i>224 (2) (e) Partnering agreement providing a municipal service (Park)</i>	outlined in bold on Schedule A-4	Lot A, Block 104, District Lot 1, Alberni District, Plan VIP197D (DD 375781) of Lots 9, 10, 11 and 12 (Easterly 72') and Block 104, District Lot 1, Alberni District, Plan VIP197D Westerly 53' of Lots 9, 10, 11 and 12 of Block 104, Plan 197D (5201 and 5231 Argyle Street) Part of Folio 001-1144-10	January 1, 2024 - December 31, 2027

NAME OF ORGANIZATION AND APPLICABLE AUTHORITY OF THE COMMUNITY CHARTER	CONDITION OF PERMISSIVE TAX EXEMPTION	PROPERTY DESCRIPTION	PERIOD OF EXEMPTION
Western Vancouver Island Industrial Heritage Society (Portion of old Arena - 9th Ave.) <i>224 (2) (a) charitable or not for profit organization</i>	100%	Lot 1, DL 1, Plan 14815 (3250 - 9 th Avenue - Portion of Old Arena) Folio 001-3380-03 As outlined on schedule A-18	January 1, 2024 - December 31, 2027
Port Alberni Drug & Alcohol Society ADAPS <i>224 (2) (a) charitable or not for profit organization</i>	100%	4480 Vimy St. (Echo Park Field house) Lot A, DL 13, Plan 64605 Folio 092- 0696-05	January 1, 2024 - December 31, 2027
Kuu-us Crisis Line Society <i>224 (2) (a) charitable or not for profit organization</i>	100% Folio 001-0100-00 92.3% Folio 001-0156-00	4589 Adelaide St VIP197E lot 1-2 DL1 Block 14 Folio 001-0156-00, 001-0100-00	January 1, 2024 - December 31, 2027

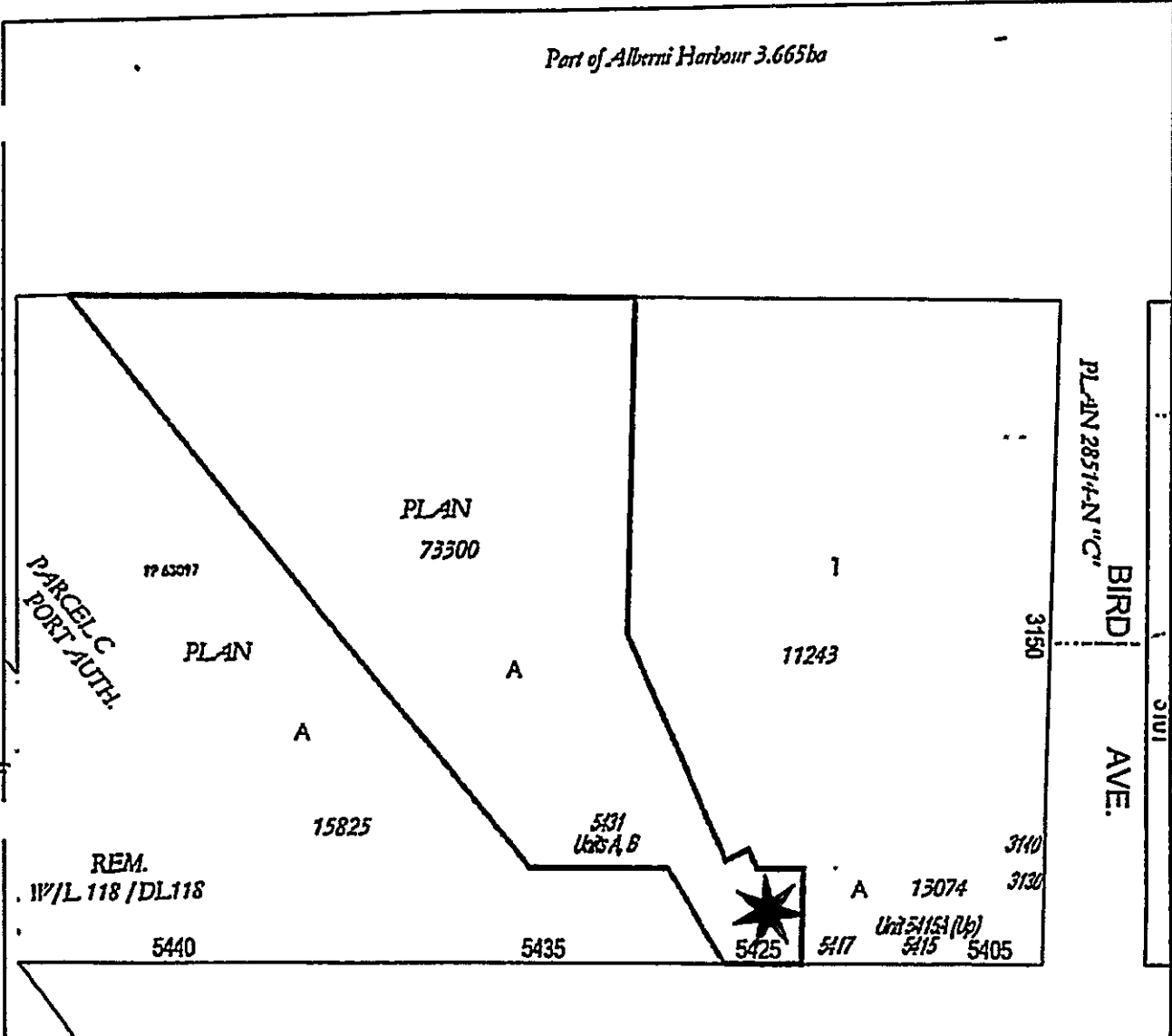
SCHEDULE A – 2.1

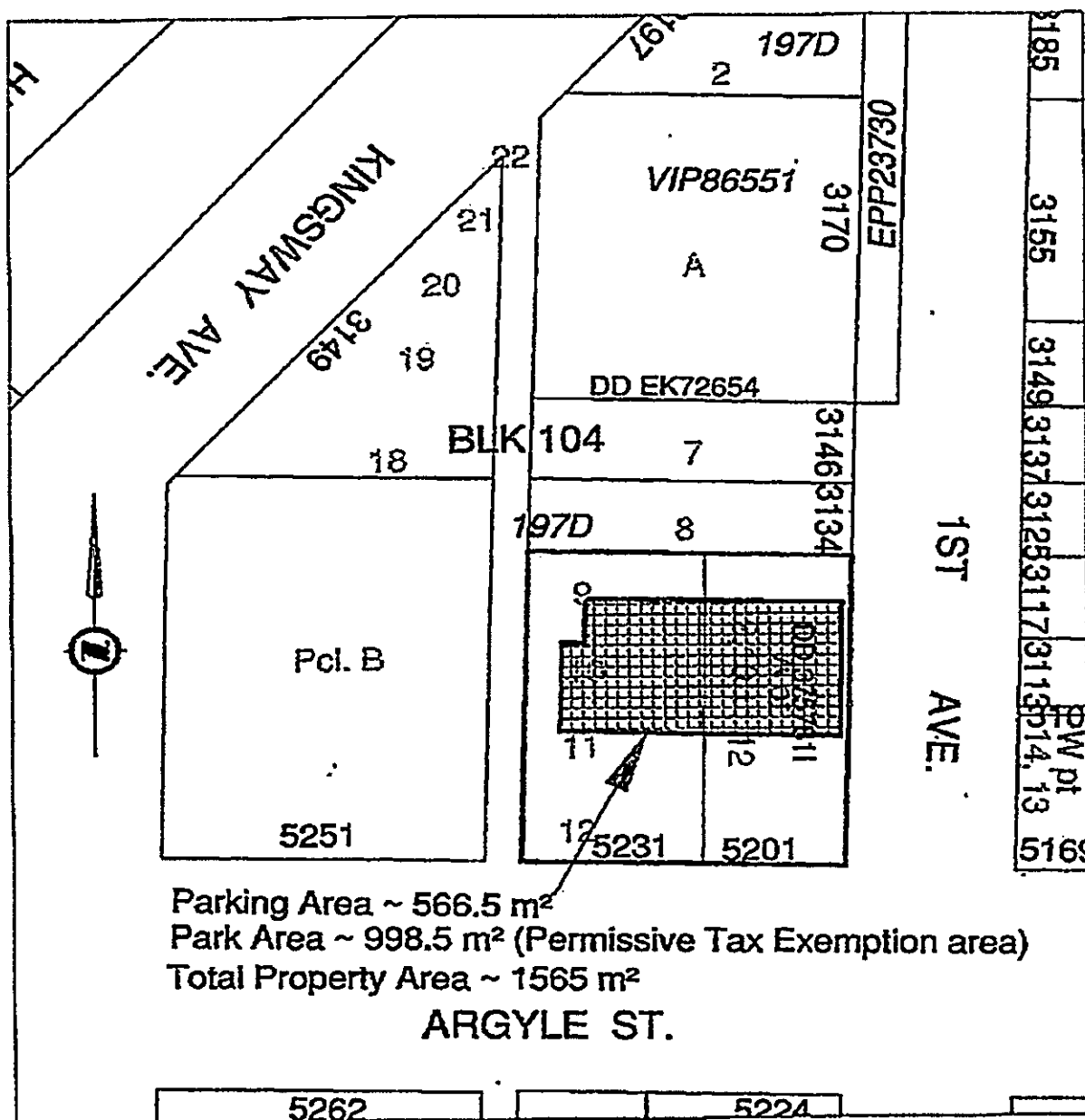


SCHEDULE A – 2.2



SCHEDULE A-3






Parking Area ~ 566.5 m²
Park Area ~ 998.5 m² (Permissive Tax Exemption area)
Total Property Area ~ 1565 m²

ARGYLE ST.

Lease Area - Parking Portion

Date: October 23, 2024
File No: 3900-02-5117
To: Mayor and Council
From: M. Fox, CAO
Subject: Animal Control and Pound Bylaw No.5117 | Amendment

Prepared by: <i>MC MASSICOTTE</i> Manager of Community Safety & Social Development	Supervisor: <i>S. DARLING</i> Director of Corporate Services	CAO Concurrence:  Mike Fox, CAO
--	---	--

RECOMMENDATION

- THAT "Animal Control and Pound Bylaw No. 5117, 2024 be now introduced and read a first time.
- THAT "Animal Control and Pound Bylaw No. 5117, 2024" be read a second time.
- THAT "Animal Control and Pound Bylaw No. 5117, 2024" be read a third time.

PURPOSE

For Council to consider an amendment to the "Animal Control and Pound Bylaw No. 4593".

BACKGROUND

In 2006, the "Animal Control and Pound Bylaw No. 4593, 2024", was adopted by Council. The Bylaw has received two amendments since that time [Bylaw No. 4666 in 2007 and Bylaw No. 4823 in 2013] related to schedule of fees.

The proposed amendment for Council consideration reflects a shift from an annual dog tag to a permanent tag that is renewed on an annual basis.

ANALYSIS

"Animal Control and Pound Bylaw No. 5117, 2024" reflects revisions to support moving to a permanent dog tag that is renewed on an annual basis.

In an effort to reduce costs in supplies, postage and labour, the Bylaw Department worked with the Finance Department to implement a small amendment to the Animal Control and Pound Bylaw. The change is to reflect a move to a permanent Dog Licence model effective January 1, 2025. Instead of issuing a new dog tag each year, it would be a renewal fee on the permanent dog tag. This is common practice in other municipalities.

This requires a wording amendment to Section(s) 5 and 6 of "Animal Control and Pound Bylaw No. 4593":

Original wording Section 5: If a dog is required to be licenced pursuant to this Bylaw, the owner of the dog shall apply to the City for a licence on the prescribed form provided by the City and pay the fee set out in Schedule "A" to this Bylaw, and upon receipt of the application and payment of the prescribed fee, the City shall issue a numbered dog licence and corresponding licence tag for that licence year.

Revised wording Section 5: If a dog is required to be licenced pursuant to this Bylaw, the owner of the dog shall apply to the City for a licence on the prescribed form provided by the City and pay the fee set out in Schedule "ONE" to this Bylaw, and upon receipt of the application and payment of the prescribed fee, the City shall issue a numbered dog licence and corresponding licence tag, to be renewed annually.

Original wording Section 6: Every licence and corresponding licence tag issued under this Bylaw shall expire on the 31st day of December in the calendar year in which the licence was issued.

Revised wording Section 6: One tag shall be provided by the City when the dog is licensed for the first time. A replacement tag shall be provided upon payment of the fee set out in Schedule "One", Duplicate or Transfer Licence.

There is no requirement to change the Schedule ONE as there is already wording in there for Duplicate or Transfer Licence for a fee of \$5.00 which could include the replacement of the tag.

IMPLICATIONS

Previously, the annual dog tags were mailed to dog owners. By moving to a permanent dog tag, that includes a renewal fee only and not a replacement tag, there will be a cost savings realized for the City. We estimate the savings to be up to \$10/tag (administration time, tags, postage, and envelopes).

In 2023, the City issued 469 tags, to date in 2024 Bylaw Services issued 572 tags. Therefore, the estimated savings will be realized in 2025, when the permanent dog tags are renewed and could amount to a savings of \$6,000 per year. Administration will reduce the associated line in the 2025 operating budget by \$4,000 given the fluctuation in number of dog tags issued each year.

COMMUNICATIONS

Once approved, the amended "*Animal Control and Pound Bylaw No. 5117, 2024*" will be posted on the City of Port Alberni website and communicated through the City Connect newsletter and on social media channels.

BYLAWS/PLANS/POLICIES

- "*Animal Control and Pound Bylaw, No. 4593*"
- "*Animal Control and Pound Bylaw, No. 4593, First Amendment, Bylaw No. 4666*"
- "*Animal Control and Pound Bylaw, No. 4593, Second Amendment, Bylaw No. 4823*"

SUMMARY

Staff are recommending an amendment to the Animal Control and Pound Bylaw reflecting a shift from an annual dog tag to a permanent tag that is renewed on an annual basis. The amendment will serve to support department efficiency and cost savings to the organization.

ATTACHMENTS

- *Draft "Animal Control and Pound Bylaw No. 5117"*

Copy: A. McGifford, Director of Finance

CITY OF PORT ALBERNI

BYLAW NO. 5117

A BYLAW TO AMEND ANIMAL CONTROL AND POUND BYLAW, NO. 4593

WHEREAS paragraph 8 (3) (k) of the *Community Charter*, SBC 2003, c. 26 provides general authority to regulate, prohibit and impose requirements by bylaw in relation to animals;

WHEREAS Section 48 of the *Community Charter* provides authority for the seizure of animals and related powers;

WHEREAS Section 137 of the *Community Charter* provides that the power to adopt a bylaw includes the power to amend or repeal it;

AND WHEREAS the Council of the City of Port Alberni wishes to amend Bylaw No. 4593 for the purpose of amending Section(s) 5 and 6, Dog Licences;

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

1. Title

- 1.1 This Bylaw may be known and cited for all purposes as "**Animal Control and Pound Bylaw No. 5117, 2024**".

2. Amendments

- 2.1 "Animal Control and Pound Bylaw, No. 4593" Dog Licences, Section 5 is hereby amended by replacing the following text: "If a dog is required to be licenced pursuant to this Bylaw, the owner of the dog shall apply to the City for a licence on the prescribed form provided by the City and pay the fee set out in Schedule "ONE" to this Bylaw, and upon receipt of the application and payment of the prescribed fee, the City shall issue a numbered dog licence and corresponding licence tag, to be renewed annually".
- 2.2 "Animal Control and Pound Bylaw, No. 4593" Dog Licences, Section 6 is hereby amended by replacing the following text "One tag shall be provided by the City when the dog is licensed for the first time. A replacement tag shall be provided upon payment of the fee set out in Schedule "ONE", Duplicate or Transfer Licence".

READ A FIRST TIME this day of , 2024.

READ A SECOND TIME this day of , 2024.

READ A THIRD TIME this day of , 2024.

ADOPTED this day of , 2024.

Mayor

Corporate Officer



RECEIVED
OCT 17 2024
CITY OF PORT ALBERNI

Administration
Box 3333 | 6250 Hammond Bay Road
Nanaimo, BC Canada V9R 5N3
t: 250.758.4697
e: info@virl.bc.ca w: www.virl.bc.ca

October 17, 2024

Mayor Sharie Minions
City of Port Alberni
4850 Argyle Street
Port Alberni, BC V9Y 1V8
Sent via: sharie_minions@portalberni.ca

<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 # <u>1960-01</u>	

Dear Mayor Minions,

Re: December 6 deadline - 2025 VIRL Board Appointments

Per S17(2) of the *Library Act (The Act)*, appointment of your 2025 VIRL Board Trustee and Alternate are to be set at your Council's first meeting in November.

Reappointment of sitting members is encouraged for continuity if they have not served more than 8 consecutive years. The term of appointment is January 1 – December 31. The draft 2025 meeting schedule is included on page 2.

Per VIRL's Procedural Bylaws, conflicts of interest for VIRL Trustees are defined as those in which "...a Trustee, or person related to a Trustee, has a personal interest (including but not limited to a direct or indirect pecuniary interest) that conflicts or could conflict with the Trustee's obligations to VIRL. Conflicts of interest may be actual, potential, or perceived." Appointees should note their obligations include a duty of care and a duty of loyalty to VIRL.

S 55 of *The Act* speaks to expenses eligible for reimbursement.

By December 6, please submit for your Trustee and Alternate appointments, supported by:

1. Certified copy of Resolution
2. 2025 VIRL Appointment Forms (Contact info., Recording release & Direct deposit)
3. [2025 Financial Statement of Disclosure](#)

Return completed forms to mpatterson@virl.bc.ca.

If you have any questions, contact Mariah Patterson, Executive Assistant at 250-729-2310 or [email](#).

Thank you for your continued support of Vancouver Island Regional Library!

Sincerely,

Ben Hyman
Executive Director

cc: Michael Fox, CAO, City of Port Alberni
Sara Darling, Deputy Director of Corporate Services, City of Port Alberni

RECEIVED

2025 DRAFT Meeting Schedule

Other than the February in-person meetings, all meetings are planned as hybrid, with limited seating for in-person attendees at the Nanaimo North branch boardroom.

	AM/PM	Meeting type	Meeting Date	Meeting format	Audit & Budget
Q1	AM	Orientation	2/15/2025	In person*	
	AM	AGM	2/15/2025	In person*	
	PM	Board Meeting	2/15/2025	In person*	
	AM	AFSC	3/21/2025	Hybrid	
	PM	Executive Committee	3/21/2025	Hybrid	
Q2	AM	AFSC	5/16/2025	Hybrid	Audit presentation; Budget assumptions
	PM	Executive Committee	5/16/2025	Hybrid	Audit; Budget assumptions
	AM	Board Meeting	6/7/2025	Hybrid	Audit; Budget assumptions
Q3	AM	AFSC	6/20/2025	Hybrid	Budget 1
	AM	AFSC	7/25/2025	Hybrid	Budget 2
	PM	Executive Committee	7/25/2025	Hybrid	Budget 2
	AM	Board Meeting	9/20/2025	Hybrid	Budget 3
Q4	AM	AFSC	10/17/2025	Hybrid	
	PM	Executive Committee	10/17/2025	Hybrid	
	AM	Board Meeting	11/1/2025	Hybrid	
	AM	AFSC	12/13/2024	Hybrid	
	PM	Executive Committee	12/13/2024	Hybrid	



Board of Trustees 2025 Contact Form

_____ has appointed
Municipality/ Regional District



Trustee



Alternate

Name

to the Vancouver Island Regional Library (VIRL) Board for the term January 1 – December 31, 2025.
This appointment will continue until a successor is appointed or until the member is removed per the
Library Act or VIRL's By-Laws.

Mailing/Courier Address

Address: _____

City: _____ Postal Code: _____

Email

Primary: _____ Secondary: _____

Phone (Check main contact number)

☐ Home: _____

☐ Cell: _____

☐ Other: _____

Birthdate (required for insurance): 1/1/80

Administration Contact

Name: _____ Phone: _____

Title: _____ Email: _____

10/10/24

Trustee / Alternate Signature

Date

Due: **Monday, December 6** to Mariah Patterson, Executive Assistant, mpatterson@virl.bc.ca



Board of Trustees Audio/Video Recording Release Form

Permission to Record

Event: Board of Trustees and Executive Committee Regular and In Camera Meetings

I grant VIRL, its representatives and employees, the right to record my voice and/or image in connection with the above identified subject. I authorize VIRL, its assigns and transferees to copyright, use and publish the same in print and/or electronically.

These recordings are to:

- 1. Provide the public access to observe regularly scheduled Board of Trustees open meetings. The recording is not made available to the public after the meeting is adjourned.*
- 2. Provide a means to clarify any questions when preparing meeting minutes.*

Restricted In Camera meetings will not be recorded.

I agree that VIRL will maintain a copy of the recording in its organization until the corresponding meeting minutes have been approved. Please be aware that as recording is conducted through third party online services, such as Zoom, Teams, or Boardable, we cannot guarantee all copies of the recording will be stored in Canada and/or within VIRL's management and control. For more information about these third party services and your information, please see their respective Privacy Policies.

I have read and understand the above:

Signature _____

Print Name _____

Date _____



Finance
Direct Deposit Authorization
for Electronic Funds Transfer (EFT)

☒ **Start Direct Deposit Payments**

☐ **Change information previously submitted**

Effective Date: _____

Company or Individual to receive payment:	
Name	
Address	
Email	Phone
Contact Person	Contact's Job Title
Bank Account Information	
Include one of the following:	
<input checked="" type="checkbox"/> A blank cheque with "VOID" written across the front	
<input type="checkbox"/> "Print a Void Cheque" from your online banking	
Authorize Electronic Funds Payments:	
I authorize Vancouver Island Regional Library (VIRL) to deposit, by electronic fund transfer, payments owed to me and, if necessary, to debit entries and adjustments for amounts deposited electronically in error. VIRL will deposit the payments in the bank account designated above. I recognize that I am responsible for payment errors that result from incomplete or inaccurate information on this form.	
[Your bank account statement will show payment(s) from Vancouver Island Regional Library.]	
_____ Authorized Signature	_____ Print Name
_____ Job Title	_____ Date

Email or Mail

Send completed form and void cheque to:

Attention: Finance Division
Vancouver Island Regional Library
Box 3333, Nanaimo, BC V9R 5N3

mpatterson@virl.bc.ca

t: 250.585.9068

RECEIVED

OCT 24 2024

CITY OF PORT ALBERNI

From: Jane Victoria King [REDACTED]
Sent: October 22, 2024 4:00 PM
To: Corporate Services Department <corp_serv@portalberni.ca>
Cc: Pat Deakin <patrick_deakin@portalberni.ca>; Sara Darling <sara_darling@portalberni.ca>; Mary Clare Massicotte <maryclare_massicotte@portalberni.ca>; [REDACTED]
Subject: TSC: City of Port Alberni - Noise Bylaw Extension Request - Golden Street Forest

Please see attached request to Mayor and Council for a Noise Bylaw Extension for access to filming October 28-November 14th.

Please don't hesitate to call if you require clarification.
jane at [REDACTED]

Jane Victoria King
DGC (Locations Scout, LM / ALM)
IATSE 891 (Set Decoration / Editing)
[IMDB Jane Victoria King](#)
[REDACTED]

*FOUNDER: Villa Love
Port Alberni, Est 2020*

I acknowledge that I live on the unceded traditional territories of the Hupacasath and Tseshaht First Nations.



THE STOLEN CHILD

October 22, 2024

City of Port Alberni
Mayor and Council
Via email: corp_serv@portalberni.ca

Re: Exemption to City of Port Alberni Noise Bylaw #5 / Access For Filming

Dear Mayor and Council,

With respect for the Film Permit Application for "The Stolen Child" filming in the Golden Street Forests from October 29th through until November 14th, we hereby request an extension to the Noise Bylaw for the purposes of our work trucks entering and exiting the neighbourhood as follows:

- Possible early start of 0600 from 0700 Monday, Nov. 4 and Monday, Nov. 12th.
- Possible extension from 2200 to 2230 on Monday, October 28, Friday, November 1, Friday, November 8, and Thursday, November 14th.

Please see attached Notice of Filming, which was delivered to all of the residents on Compton and Golden Streets. Also attached is our polling information for the neighbours of Compton Road and Golden Street from 5365 Golden and 5343 Golden Street to the dead end across from 5555 Golden which are across from the entrance to the Golden Street Forest set.

We understand this is short notice. Our production will be doing everything to limit noise and disruption to the neighbourhood, while respecting all resident's access.

Please don't hesitate to call if you need clarification.

Kindest regards,

Jane Victoria King
Location Manager & Port Alberni Resident
[REDACTED]

STOLEN CHILD BC PRODUCTIONS INC.
"The Stolen Child"
8180 Winston St., Burnaby, BC, V5A 2H5
Tel: 604-637-9790 stolenchildAP@gmail.com

"The Stolen Child"

Circa Extensions
 0600 Monday Nov 4
 0600 Tuesday Nov 5
 2230 Friday Nov 1
 2230 Friday Nov 8

_____ Productions is polling for approval from affected businesses to film name of show/movie, date(s) & time(s)

LOCATION & BRIEF DESCRIPTION OF SCENES Oct 28 - Nov 15, 2024.

* House, backgarden Performances & cast. *

Please indicate whether you support the proposed filming by signing the polling below:

Address (unit & street)	Resident Name Print	Signature	Phone (optional)	Support	Do Not Support
	Tony Booth (Becky)				
	Ryan Cowan			✓	
	L. Bouchard			✓	
	Paula & Sophie Dicks			✓	
	Oliver & Pete Dapson			✓	
	Karen & Haugen			✓	
	Tim & Laurie Pley			✓	
	John Frank			✓	
	Joseph Albert (Hag)			✓	
	Maria Lucia			✓	
	TARA WOODTHORPE			✓	
	BRAD WALLACE			✓	

→ Milward @ end of road.
 * big driveway * gets up at 0600

250 720 9898

THE STOLEN CHILD BC PRODUCTIONS INC.
"The Stolen Child"
8180 Winston St., Burnaby, BC, V5A 2H5
604-637-9790 Email: thestolenchildoffice@gmail.com

NOTICE OF FILMING

October 19, 2024

Dear Residents of Golden Street & Compton Road:

The Stolen Child BC Productions Inc., with the approval of the City of Port Alberni will be filming scenes for an upcoming independent feature film titled, "The Stolen Child" in your lovely Golden Street forest beginning **Tuesday, October 29th through until Thursday, November 14th.**

We apologize for the short notice. But our Director fell in love with the Golden Street Forest when he visited two weeks ago and as such, filming shifted from the mainland to Port Alberni.

"The Stolen Child" is based on the poem by William Butler Yates, 'A Stolen Child.' It is a myth about the human struggle to regain our child-like innocence and restore peace in the land. The film's underlying metaphor is fundamentally tied to appreciating and protecting the beautiful gift of our natural environment. Which we have a lot of in Port Alberni!

Please note: Access to your residences will never be impeded. However, you will notice a lot of activity in your area with work trucks parking on the shoulder, people coming to and fro; including two to four horses everyday and up to 30 Background Performers dressed up as Medieval Warriors. Please take a moment to read the following information to help you prepare for our arrival:

Monday, October 28, 2024: 6pm to 10pm – End of Golden Street (across from 5555 Golden St)
Work trucks will arrive and park overnight with Security on site.

Tuesday, October 29th– November 14, 2024: 7am to 10pm – Work on these days (except for weekends and Remembrance Day), includes horses, background performers and cast. During filming there will be intermittent closures up to three minutes at a time accessing the Golden Street Forest.

In order to minimize disruption to your neighbourhood, our larger production vehicles will be parked at the City owned, Stirling Parking lot on Beaver Creek Road. At all times Security and Production Assistants will be on site to manage the comings and goings of people and to maintain the safety and full access to your residences.

The BC Film and Television Industry creates many jobs and supports local businesses in every community we film in and wouldn't exist if we didn't have locations to film at. Please don't hesitate to call me if you have any questions or concerns 604 836-1805 or janevictoriaking@gmail.com or Pat Deakin, Film Liaison, City of Port Alberni at 250 720-2527 or Patrick_Deakin@portalberni.ca.

Sincerely,

Jane Victoria King
Locations Manager & Port Alberni Resident
"The Stolen Child" an Independent Feature Film

"The Stolen Child"

Curfew Extensions
0600 Monday, Nov. 4
0600 Tuesday, Nov. 12
2230 Friday, Nov. 1
2230 Friday, Nov. 8

_____ Productions is polling for approval from affected businesses to film name of show/movie, date(s) & time(s)

LOCATION & BRIEF DESCRIPTION OF SCENES Oct 28 - Nov 15, 2024.

*Horses background performers and cast *

Please indicate whether you support the proposed filming by signing the polling below:

Address (unit & street)	Resident Name Print	Signature	Phone (optional)	Support	Do Not Support
	Sherry Stoltz.			<input checked="" type="checkbox"/>	
	Fred Rothrop.			<input checked="" type="checkbox"/>	
	GLENN KEULS			<input checked="" type="checkbox"/>	
	TERRY MACFARLAN			<input checked="" type="checkbox"/>	
	Charles Cox			<input checked="" type="checkbox"/>	



<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
<input type="checkbox"/> Finance	<input type="checkbox"/> Development Services
<input type="checkbox"/> Corporate Services	<input type="checkbox"/> Community Safety
<input checked="" type="checkbox"/> Agenda	<input type="checkbox"/> Other

File # 0230-20-AVFSS

RCM Oct 28/24

October 24th, 2024

To the Port Alberni Mayor and City Council,

The Alberni Valley Food Security Society (AVFSS) is requesting a letter of support from the City of Port Alberni to accompany a grant application to the federal government's "Local Food Infrastructure Fund". Stated in the application, as AVFSS is leasing land owned by the City of Port Alberni, the application must include a letter from the landowner stating the city is aware and supportive of the application and that our lease is in good standing. The application deadline is October 31st, 2024.

AVFSS is a food focused action group that strives to strengthen food security and food sovereignty in the Alberni Valley, working to create partnerships and foster inter-agency collaboration that support initiatives towards greater access to local food in our community. Two of the programs AVFSS oversees, Dry Creek Community Garden and The Gleaning Project would directly benefit from a successful application.

Originally established in 2013 by the Young Professionals of Alberni Valley, Dry Creek Community Garden (DCCG) includes rental plots, communal growing allotments, social spaces along with perennial and annual plantings. Since the fall of 2022 AVFSS has been managing the garden, the rental plots, and communal beds which includes thriving herbs, raspberries, grapes, and figs.



Figure 1. Aerial view of Dry Creek Community Garden

Currently there is a wait list for garden beds, and we are utilizing just over a third of the available land we are leasing. (See Figure 1). AVFSS believes that all folks that want to access land to grow food should have that possibility and intends to expand the garden site.

This year our gleaning program saw a total of 9680 lbs of fruit picked, a 242% increase over the previous year and we still witnessed wasted fruit in our community. We are acutely aware of the lack of local cold storage facilities and processing abilities in our area to deal with this annual abundance.

Our local food organizations that work in food security were unable to accept all our fruit offerings and we need to investigate opportunities to create shelf stable products with gleaned fruit. It is important to initiate and map out in a cohesive and comprehensive manner, measures that address the shortfalls of our various programs.

As such, we have been in conversation with Chris Hildreth, the founder of AgriKit, a Vancouver Island based company specializing in modular food processing and storage facilities. Their units supply all the infrastructure needed to optimize food processing and cold storage operations, from sinks to packing tables to a walk-in cooler, packed into a retrofitted AgriKit shipping container. (Footprint of container is 20'X8').

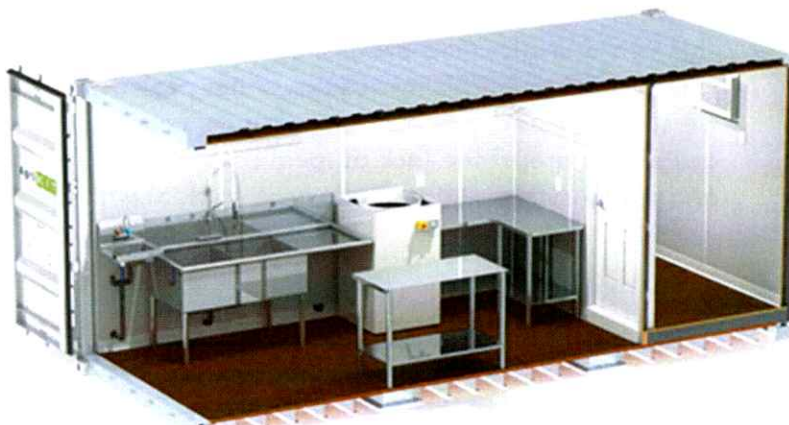
AgriKit is designed to be plug-and-play and can be placed anywhere. It is a moveable asset (inline with our lease agreement) and equipped with all the core infrastructure we would need to successfully operate food projects/literacy and increase food security.



AVFSS has written into the grant application, financial considerations around site preparation to ensure that the City of Port Alberni would not incur any associated financial costs.

Budgeted line items

- \$2000 moving fee
- \$2000 site prep
- \$6000 water and electrical hook up
- \$10750 for local contractor services.





AVFSS is acutely aware of the importance of building long term food capacity and increasing the available supports in our community to maximize local food security initiatives. AVFSS feels that the addition of an Agrikit unit at the DCCG site would help alleviate capacity challenges, extend our growing season, provide educational opportunities, and potentially stimulate a new social enterprise that supports value-added and secondary processing of gleaned fruit.

The Alberni Valley Community Food Charter states, "Sustainable food systems encourage civic engagement, promote responsibility, and strengthen communities. Community food security improves when local government collaborates with community groups, businesses, and other levels of government on sound food system planning, policies, and practices." AVFSS looks forward to the collaborative efforts to secure our community's food and resilience.

Respectfully submitted,



Anna Lewis
Executive Director
Alberni Valley Food Security Society
anna@avfood.ca

RECEIVED

OCT 22 2024

CITY OF PORT ALBERNI

From: Hon. Jim Karygiannis <jim@gtastrategies.com>

Sent: October 22, 2024 1:11 PM

To: Hon. Jim Karygiannis <jim@gtastrategies.com>

Subject: Christian Heritage Month

Your worship,

We are reaching out on behalf of our client www.christianheritagemonth.ca writing to give you an update on our work with one month to go we do hope that your council will be able to proclaim December as "Christian heritage Month"

Further to previous communications we want to update you on our work to get December Proclaimed as "Christian heritage Month". So far we have the following municipalities that have proclaimed December as "Christian Heritage Month"

1. Ottawa, Ontario
2. Orillia, Ontario
3. Rideau Lakes, Ontario
4. Prince George, British Columbia
5. Markham, Ontario
6. Welland, Ontario
7. Whistler, British Columbia
8. Saskatoon, Saskatchewan
9. Ajax, Ontario
10. Sudbury, Ontario
11. Bradford, Ontario
12. Clarington, Ontario
13. Aurora, Ontario
14. Pickering, Ontario
15. Durham Region, Ontario
16. Wainfleet, Ontario
17. Mississippi Mills, Ontario
18. Milton, Ontario
19. Okotoks, Alberta

We hope that you will find it in your good heart to assist us with our work and have your municipality proclaim December as "Christian heritage Month"

For your reference am attaching our original request from our client

Thank you in advance for your assistance and cooperation.

<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 #	

Ken Oct 28/24
9630-01

RECEIVED
SEP 19 2024
CITY OF HOUSTON

Hon. Jim Karygiannis
jim@gtastrategies.com
www.gtastrategies.com
(416) 499 4588 ext 1 Office
(416) 410 3170 Mobile
(647) 723 0287 fax
(888) 241 9948 Toll Free Canada

GTA Strategies

From: Jim Karygiannis <jim@karygiannis.net>
Sent: September 18, 2024 3:00 PM
Cc: 'jim@gtastrategies.com' <jim@gtastrategies.com>
Subject: Attention Mayor - GTA Strategies Launches Annual Heritage Month Campaign for Christian Music Festival
Importance: High

Your Worship Good afternoon

Hope this Email finds you in good health.
I am writing on behalf of our client Christian Music Festival and their work to dedicate December as "Christian Heritage Month"

Following our previous communication with your municipality and the above request we are following up with good news that close to a dozen municipalities have already made proclamations that December be dedicated as "Christian heritage Month"

Please find attached our latest Press Release.

Hope we hope with the next few days to follow up with your municipality again.

For more news: <https://christianheritagemonth.ca/>

Thank you,
Hon. Jim Karygiannis
jim@gtastrategies.com
www.gtastrategies.com
(416) 499 4588 ext 1 Office
(416) 410 3170 Mobile
(647) 723 0287 fax

GTA Strategies



June 2024

Good day,

On behalf of the Christian Music Festival, we would like to welcome you to be a part of our campaign to have the month of December recognized across Canada as Christian Heritage Month.

Christianity is the most followed religion in our country, with more than half of the Canadian population identifying as members of the Christian faith. The *Canadian Charter of Rights and Freedoms* even mentions God in its very first sentence. However, despite days, weeks and even months being dedicated to other religions and heritages, there is no such recognition for the Christian faith in Canada. As proud citizens of this diverse and culturally rich nation, we believe it is important to recognize and celebrate the contributions of all religious and cultural groups.

We are seeking the assistance of members of municipal, provincial, and federal governments across Canada to make our dream a reality. Please provide us with information on how proclamations can be made within your jurisdiction, recognizing Christian Heritage Month in December.

If you have any questions, please feel free to reach out to us at the email below. You can also reach us through our consultant, Jeremy Beamer of GTA Strategies, at 416-499-4588 ext. 2 or at jeremy@gtastrategies.com.

Together, we can help further the diverse cultural landscape of this great nation.

Sincerely,

Molly Banerjei

Molly Banerjei
CEO Christian Music Festival
www.ChristianMusicFestival.org
mollybanerjei@icloud.com



ALBERNI-CLAYOQUOT
REGIONAL DISTRICT

RECEIVED

OCT 11 2024

CITY OF PORT ALBERNI

☒ Council
☒ Mayor
☒ CAO
☒ Finance
☒ Corporate Services
☒ Agenda
File # CCT 28 Jan RCM
CH00-60-ACRD

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

FOR IMMEDIATE RELEASE

October 10, 2024

ACRD invites public input on Waste Reduction Plan

Port Alberni - Join Alberni-Clayoquot Regional District (ACRD) this fall as we share eight proposed strategies to help reduce solid waste in the Region.

Over the past year, the ACRD has updated its long-term Solid Waste Management Plan (SWMP) with new draft guiding principles, goals, and strategies. The work is based on community feedback provided last year and the work and input of the district's SWMP Advisory Committee.

The target is to help the ACRD reduce its waste by 35 per cent by 2035.

The strategies will be available for public input, starting Wednesday, October 10, 2024.

"The plan has grown so much since we last heard from the public," said Tom Stere, vice-chair of the Solid Waste Advisory Committee for the ACRD. "This is an opportunity for the public to help refine our work before a draft plan is developed."

Attend a Waste Reduction Open House and provide your feedback

- Alberni Athletic Hall, Thursday, Oct. 17, 5 -7 pm (residents)
- Ucluelet Community Centre, Monday Oct. 28, 9 - 11 am (businesses); 5 -7 pm (residents)
- Tofino Legion, Tuesday, Oct. 29, 9-11 am (businesses);
Tofino Community Hall 5 -7 pm (residents);
- Beaver Creek Community Hall, Wednesday, Nov. 6, from 5 -7 pm;
- Sproat Lake Community Hall, Thursday, Nov. 7, from 5 - 7 pm;
- Cherry Creek Community Hall, Wednesday, Nov. 13, from 5 - 7 pm;

These Open Houses will be supplemented by presentations and meetings with First Nations and interested community organizations throughout the engagement period.

Join Us Online

Share your feedback at www.letsconnectacrd.ca/swmp before Nov. 20, 2024, and enter to win one of three \$50 gift certificates to local retailers or restaurants in the Alberni Valley, West Coast, and Bamfield.

For more updates on the plan and next steps, follow along at letsconnectacrd.ca/swmp.

About The Solid Waste Management Plan + Survey

Regional Districts are required to create plans for managing waste. The ACRD's current Solid Waste Management Plan is now more than 10 years old and the goals it established have been achieved. The ACRD is now focused on developing a new plan that reflects the needs of the region today. This extensive plan development includes an Advisory Committee of representatives from local communities and business sectors across the region, a technical review, and ongoing opportunities for public input. The project is now in Phase 2 of consultation, with the draft plan due to the Province in spring 2025.

-30-

For more information

Heather Thomson, Communications Coordinator
250-206-5162



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

KEEPING YOU CONNECTED

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

SEPTEMBER 11 AND 25 MEETINGS

TRANSIT EXPANSION INITIATIVE

The Board of Directors confirmed their support for the BC Transit three-year Expansion Initiatives to 2027-2028.

LONG-TERM FINANCIAL PLANNING

Support was provided for the grant funding application to the Union of BC Municipalities Asset Management Planning program for the development of the long-term financial plan program for the ACRD.

CONTRACTS AND AGREEMENTS:

- Long Beach Airport - Septic System Upgrades and Award: amendment was required for Bylaw F1165-2, 2024 to 2028 Alberni-Clayoquot Regional District Financial Plan Amendment to increase the funding allocated. The Long Beach Airport Septic System Upgrade contract for Part A was awarded to Denis Francoeur Backhoeing Ltd.
- The Geographic Information System- Next Generation 911 contract was awarded to Caslys Consulting Ltd.
- Long-term lease agreement with Registered Company 1454235 BC Ltd. (Jamie Pleune) for lease lot LS-L2024010 at the Long Beach Airport effective November 1, 2024 to July 1, 2064 at market rate plus applicable taxes and yearly BC CPI increases.
- Parks Linear Asset (Bridges, Wharfs, Gangways/Ramps) Assessment and Mapping contract awarded to Coastal Resource Mapping Ltd. for a nine-month term.

MEETINGS

Board of Directors -

October 23, 1:30 pm -
ACRD Board Room/Zoom

Salmon Beach

Committee - October 24,
1:30 pm - Zoom

Board of Directors -

November 13, 1:30 pm -
followed by the Regional
Hospital District Meeting -
ACRD Board Room/Zoom

Board of Directors -

November 27, 1:30 pm -
ACRD Board Room/Zoom

**Board meetings are
typically held in the
ACRD boardroom and
virtually. Join by:**

1. Attend in person at
the ACRD
boardroom
2. Apply to appear as
a delegate
3. Register to
participate in a
Board or
Committee
meeting via Zoom
Webinar
4. Submit questions
or comments on an
agenda to

responses@acrd.bc.ca

5. Visit the Regional
District website at
www.acrd.bc.ca for
further details on
public participation
in meetings.

Help Us Think BEYOND THE BIN



**COMPLETE
THE SURVEY**
Enter to win.



ALBERNI-CLAYOQUOT REGIONAL DISTRICT
SWMP
SOLID WASTE MANAGEMENT PLAN

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

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

File #

REN OCT 28 2024
0400-60-ACRD



ALBERNI-CLAYOQUOT
REGIONAL DISTRICT

letsconnect.ca/swmp

REGULAR COUNCIL AGENDA - OCTOBER 28, 2024

53

I16)



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

SEPTEMBER 11 AND 25 MEETINGS

INCLUSIVE REGIONAL GOVERNANCE

The Directors received the ACRD Inclusive Regional Governance Orientation Guide which is a living document that provides an overview of the Inclusive Regional Governance Initiative, background on the process of Treaty First Nations joining the ACRD and highlights the different governance systems and processes in the region (ACRD, Treaty and non-Treaty First Nations).

SURVEILLANCE POLICY

ACRD Surveillance Policy was adopted by the Board of Directors, and a motion was passed to direct staff to conduct a review of current surveillance systems being used in the ACRD and ensure they are in compliance with the policy.

SOLID WASTE MANAGEMENT PLAN ENGAGEMENT

The Solid Waste Management Plan Update and Engagement Plan was referred to an Electoral Area Directors Committee meeting held on September 24, 2024.

UBCM FUNDING APPLICATION MOVES FORWARD

Support was provided for the UBCM funding application to the Community-to-Community Program for the development of Equitable Employment policies and programs at the ACRD.

PARTNERING IN FIRE SUPPRESSION

Huu-ay-aht Government and ACRD Fire Suppression and First Responder Service Agreement was finalized for the Bamfield Volunteer Fire Department to provide this service to Anacla/Grappler Inlet for five years.

PERMITS

Will be considered at a future meeting subject to notifying neighbouring properties:

- Temporary Use Permit: TUP19006- Sproat Lake, TUP24007- Sproat Lake
- Development Variance Permit: DVC24010- Long Beach

Permits issued

- Temporary Use Permits: TUP24006- Beaufort

REZONING AND BYLAWS

- Rezoning Applications: RE24001- Beaver Creek (Bylaw P1493 Zoning Atlas Amendment Bylaw was adopted), RE24006-Beaver Creek (Bylaw P1511 Zoning Atlas Amendment Bylaw received three readings)
- Bylaw R1033-7 West Coast Landfill Tipping Fee and Regulation Bylaw was amended to reflect an increase in tipping fees.

LETTERS OF SUPPORT

- The ACRD Board of Directors responded to the Nuuchah-nulth Tribal Council's Declaration of a State of Emergency for the ongoing opioid crisis and mental health, by providing a letter of support and news release.
- West Coast Multiplex Society will receive a letter of support for their application to the Green and Inclusive Communities Building Grant with Housing, Infrastructure, and Communities Canada to support a portion of the capital costs for the West Coast Multiplex.
- A letter of support to Synergy Foundation's VI-Coast Ecosystem (VICE) Project.

BOARD OF DIRECTORS

Chair: John Jack

Huu-ay-aht First Nations

Councillor Debbie Haggard

City of Port Alberni (vice-chair)

Director Bob Beckett

Electoral Area "A" Bamfield

Director Fred Boyko

Electoral Area "B" Beaufort

Director Vaida Siga

Electoral Area "C" Long Beach

Director Penny Cote

Electoral Area "D" Sproat Lake

Director Susan Roth

Electoral Area "E" Beaver Creek

Director Mike Sparrow

Electoral Area "F" Cherry Creek

Mayor Sharie Minions

City of Port Alberni

Councillor Tom Stere

District of Tofino

Mayor Marilyn McEwen

District of Ucluelet

Councillor Kirsten Johnsen

Toquaht Nation

Councillor Moriah Cootes

Uchucklesaht Tribe Government

Levana Mastrangelo - Executive Legislator

Yuułu?il?ath Government

For more information, visit the ACRD Website

(www.acrd.bc.ca) or contact the Manager of

Administrative Services at 250-720-2731 or e-mail

hzenner@acrd.bc.ca.



ALBERNI-CLAYOQUOT
REGIONAL DISTRICT

RECEIVED

OCT 22 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 type="checkbox"/> Corporate Services	<input type="checkbox"/> Community Safety
<input type="checkbox"/> Agenda	<input type="checkbox"/> Other

File # RCM OCT 28/24
400-60-ACRD

FOR IMMEDIATE RELEASE

October 21, 2024

ACRD offers condolences to families of those lost in Sarita River washout

ALBERNI-CLAYOQUOT REGIONAL DISTRICT – The Alberni-Clayoquot Regional District would like to offer heartfelt condolences to the family and loved ones of the two individuals lost because of the Sarita River washout on Bamfield Road.

“Our hearts are with the community of Bamfield and the families of those impacted by this tragedy,” explains John Jack, chair of the ACRD Board of Directors and Chief Councillor of Huu-ay-aht First Nations. “The atmospheric river weather caused many challenges throughout our region this weekend, but it is unthinkable that the washout on the Bamfield Road has had such a tragic end.”

The RCMP issued a news release earlier today stating that two separate missing persons reports led to the discovery of two vehicles submerged in the Sarita River. One individual travelling from Port Alberni to Bamfield was located deceased a short distance away from his vehicle. The RCMP are currently recovering the second vehicle, which they suspect will contain the other missing person, who was travelling from Bamfield to Victoria.

The RCMP are asking people to stay away from the Sarita River in this area (approximately 58 kilometers) as water is flowing fast and is susceptible to flooding during high tides. The full release can be found at: [RCMP in British Columbia - Bamfield road washout turns fatal](#).

“The Alberni-Clayoquot Regional District acknowledges that further discussions are necessary with First Nations, the province of B.C., and industry partners to address public safety,” Jack explained. “We urge people to respect the RCMP’s warning and avoid this area.”

- 30 -

For more information,
Heather Thomson, Communications Coordinator
250-206-5162 or hthomson@acrd.bc.ca

RECEIVED

OCT 11 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 #	0400-20-PSEF

October 11, 2024

Our Ref. 136414

Their Worship Sharie Minions
Mayor
City of Port Alberni
4850 Argyle Street
Port Alberni, BC V9Y 1V8

Email Address: sharie_minions@portalberni.ca

Dear Mayor Sharie Minions:

Thank you and your delegation for the opportunity to meet during the 2024 Union of British Columbia Municipalities Convention.

As the writs of election were issued on September 21, 2024, I am pleased to follow up with you on behalf of the Minister of Post-Secondary Education and Future Skills.

Thank you for sharing your perspective on the importance of post-secondary institutes supporting communities and British Columbia's economy. The Ministry of Post-Secondary Education and Future Skills recognizes the important role colleges play in BC and the ongoing need for student housing in communities across the province.

I hope you and other members of your delegation enjoyed a successful Convention and I look forward to continuing to work together in the coming months and years.

Sincerely,

Bobbi Plecas
Deputy Minister

pc: Jason Butler, Executive Financial Officer and Assistant Deputy Minister
Ministry of Post-Secondary Education and Future Skills
PSFS.ADMFinanceTechandMgmtServs@gov.bc.ca

Mike Fox, Chief Administrative Officer
City of Port Alberni
mike_fox@portalberni.ca

RECEIVED

OCT 17 2024

CITY OF PORT ALBERNI



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

File # _____

Handwritten notes: RCM Oct 28/24, 0400-20-JED1

Ref: 166072

October 17, 2024

Their Worship Mayor Sharie Minions
City of Port Alberni
Email: sharie_minions@portalberni.ca

Dear Mayor Minions:

Thank you for meeting with the Ministry of Jobs, Economic Development and Innovation at the Union of British Columbia Municipalities (UBCM) Annual Convention on September 18, 2024. The UBCM Convention provides a great opportunity to discuss issues of significance to your community.

I am very pleased to hear about your community's ongoing work to transition and diversify your economy after the recent shutdowns in forestry and to understand more about the breadth of economic initiatives to date.

The Rural Economic Diversification and Infrastructure Program (REDIP) supports rural economic development projects that promote economic capacity building, resilience, clean economy opportunities, and infrastructure development. The 2024-25 intake is currently open with a fast-approaching application deadline of October 31, 2024. The website is: <https://www2.gov.bc.ca/gov/content/employment-business/economic-development/support-organizations-community-partners/rural-economic-development/redip>.

Ministry staff are available to help with economic development initiatives and the application process. The Regional Manager for your area is Cheryl McLay, who can be reached by email at: Cheryl.Mclay@gov.bc.ca or by telephone at: 250 713-5261.

Thank you again for meeting. I appreciate your dedication and commitment to help grow British Columbia's economy.

Sincerely,

Fazil Mihlar
Deputy Minister

pc: Cheryl McLay

Ministry of Jobs,
Economic Development
and Innovation

Office of the Deputy Minister

Mailing Address:
PO Box 9846 Stn Prov Govt
Victoria BC V8W 9T2

Phone: 250 952-0102
Fax: 250 356-1195

RECEIVED

OCT 11 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 # RCM 0428124
040-20-M07

September 24, 2024

Reference: 70665

Her Worship Sharie Minions
and Members of Council
City of Port Alberni
4850 Argyle Street
Port Alberni BC V9Y 1V8
Email: sharie_minions@portalberni.ca

Dear Mayor Minions and Councillors:

I am writing to thank you and your delegation for taking the time to meet with Ministry of Housing representatives at this year's Union of BC Municipalities (UBCM) Annual Convention held in Vancouver on September 17, 2024. We appreciated the opportunity to connect in-person.

I would like to acknowledge the topics discussed during our meeting, which included transitional housing and housing for vulnerable populations, emergency social services support related to 5170 Argyle Street, and opportunities for low-barrier supportive and complex care housing for your community.

Complex Care Housing, led by the Ministry of Mental Health and Addictions (MMHA), provides services and supports for people with complex mental health and substance use needs who are not adequately served by supportive housing in BC. Should you wish to discuss complex care housing further, I encourage you to contact Tricia Poillievre, Executive Director, Complex Care Housing & Community Initiatives, MMHA. Tricia can be reached at: Tricia.Poillievre@gov.bc.ca.

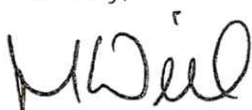
Regarding conversations about landlord compliance with the *Residential Tenancy Act*, I encourage you to contact Scott McGregor, Director of the Compliance and Enforcement Unit (CEU), Residential Tenancy Branch. The CEU investigates allegations of repeated or serious and deliberate violations of the *Residential Tenancy Act* or the *Manufactured Home Park Tenancy Act*. The CEU works with local government compliance units and other law enforcement, including police, to protect the rights of landlords and tenants. Scott can be reached at: scott.1.mcgregor@gov.bc.ca.

Page 1 of 2

We are in the election period, and the BC Government is in caretaker mode; issues regarding future funding for programs and other policy and operational decisions will be deferred until after the election is complete and the incoming government is in place.

Thank you to you and your delegation for taking the time to meet and bring forward issues that are important to the Province, the City of Port Alberni, and the people of British Columbia.

Sincerely,



Meghan Will
Assistant Deputy Minister
Homelessness, Partnerships & Housing Supports Division
Ministry of Housing

CC: Michael Fox, CAO, City of Port Alberni
Graham Leah, Chief Operating Officer and Executive Vice-President of Operational Services, BC Housing
Sarah Smith, Director, Regional Development, Vancouver Island, BC Housing
Tricia Poilievre, Executive Director, Complex Care Housing & Community Initiatives, Ministry of Mental Health and Addictions
Scott McGregor, Director of the Compliance and Enforcement Unit

RECEIVED
OCT 18 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 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 # RCM OCT 28/24
040020 MNA

October 18, 2024

Ref: 275329

Their Worship Mayor Sharie Minions
and Members of Council
City of Port Alberni
4850 Argyle St
Port Alberni BC V9Y 1V8

Dear Mayor Minions and Councillors:

Thank you for bringing a delegation to meet with ministry representatives during this year's Union of British Columbia Municipalities (UBCM) Convention. As Deputy Minister, I am writing to acknowledge the topics raised during the meeting with the Minister of Municipal Affairs, which included discussion of the costs of public library services within a regional system and upcoming council by-elections.

We appreciated hearing from Council about weighing the timing of the by-election with the provincial election to minimize expense and maximize voter turn-out. Ministry staff understand that Elections BC could not accommodate the request to hold a local government by-election at same time as the provincial election. I understand that Elections BC had expressed concerns with potential for voter confusion and the difficulty of a local and provincial election being conducted at the same time under different rules and regulations.

Your delegation also took the opportunity to advocate for increased annual provincial funding for libraries and discuss the impacts of the regional library model on the City. We heard that library services are valued by residents, but there are challenges with the budget structure and apportionment of costs that may limit what is available in your community.

I understand you met with ministry staff during Convention to discuss these issues more deeply, who are pleased to have had the opportunity to hear more about your concerns and questions. If there is more information you need, I encourage you to contact Mari Martin, Director, Public Libraries Branch, by telephone at: 250 886-2584, or by email at: Mari.Martin@gov.bc.ca.

Now that we are in the election period, issues regarding future funding programs and other policy decisions must be deferred until after the election is complete and the incoming government is in place. All topics brought up in your meeting will be shared with the incoming minister.

.../2

Ministry of Municipal Affairs

Office of the
Deputy Minister

Mailing Address:
PO Box 9490 Stn Prov Govt
Victoria BC V8W 9N7
Phone: 250 387-9108
Fax: 250 387-7973

Location:
6th Floor, 800 Johnson Street
Victoria BC V8W 9N7
<http://www.gov.bc.ca/muni>

I.1(d)

Their Worship Mayor Sharie Minions
and Members of Council
Page 2

Thank you, again, to your delegation for the meeting. With compliments, enclosed is the picture of your delegation with the Minister at the 2024 Convention.

Sincerely,



Okenge Yuma Morisho
Deputy Minister

Enclosure

pc: Michael Fox, Chief Administrative Officer, City of Port Alberni
Mari Martin, Director, Public Libraries Branch





<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 checked="" type="checkbox"/> Development Services
<input checked="" type="checkbox"/> Corporate Services	<input checked="" type="checkbox"/> Community Safety
<input checked="" type="checkbox"/> Agenda	<input checked="" type="checkbox"/> Other <u>Fire</u>

File # 0400-20-EMCR RCM Oct 28 124

October 22nd, 2024

Reference: 642011

Her Worship Shari Minions
Mayor
City of Port Alberni
Email: sharie_minions@portalberni.ca

Dear Mayor Shari Minions:

I am writing to follow-up on our meeting at this year's Union of BC Municipalities Convention on September 19th, 2024. Thank you for taking the opportunity to meet with the Ministry of Emergency Management and Climate Readiness (EMCR).

Thank you for the discussion around the definition of emergency and the impacts for your community, particularly around the displacement of citizens and the need for temporary housing and for sharing your concerns regarding the gaps in cellular coverage.

The Province continues to work with telecommunications companies to find solutions to increase cellular services along highways. Primary or secondary highway stretches in the region that do not have access to cellular services are eligible for provincial funding to expand services by applying to the [Cellular Expansion Fund](#) (CEF) through the Northern Development Initiative Trust. The Connectivity program staff within the Ministry of Citizens' Services would be happy to schedule a meeting to discuss issues specific to your community or geographical area. Please reach out to Jeanne Holliss, Executive Director, Connected Communities, by email at Jeanne.Holliss@gov.bc.ca or 250-516-3848.

Again, thank you and your delegation for taking the time to meet.

Sincerely,

Tara Richards
Deputy Minister

CC: Jeanne Holliss, Executive Director, Connected Communities
Ministry of Citizens' Services

City of Port Alberni
Mike Fox, Chief Administrative Officer
Dustin Dame, Councillor

RECEIVED

OCT 17 2024

CITY OF PORT ALBERNI



<input checked="" type="checkbox"/> Council	<input type="checkbox"/> Economic Development
<input checked="" type="checkbox"/> Mayor	<input checked="" type="checkbox"/> Engineering/PW
<input checked="" type="checkbox"/> CAO	<input type="checkbox"/> Parks, Rec. & Heritage
<input type="checkbox"/> Finance	<input checked="" 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 OCT 28/24 07-01-20 MOTI

October 17, 2024

Her Worship
Mayor Sharie Minions
City of Port Alberni
4850 Argyle Street
Port Alberni BC V9Y 1V8

Reference: 328783

Dear Mayor Minions:

Re: UBCM Meeting 2024

I am writing to thank you and your staff for taking the time to meet with the former Minister of Transportation and Infrastructure and me during the 2024 Union of British Columbia Municipalities (UBCM) Convention.

I am glad there was an opportunity to discuss your support for a dedicated alternative emergency route for the region, as well as improvements along Highway 4 at Cathedral Grove. Your kind words regarding the hard work of Operations Manager Nikki Schneider and local ministry staff were also appreciated.

The ministry continues to consider alternative land-based routes or other options for communities at risk of being cut off due to fires or natural disasters, and ministry staff will follow up with you directly to further discuss the matter of an alternate route to Port Alberni. They also look forward to discussing with you ongoing safety improvements along Highway 4 at Cathedral Grove. Please do not hesitate to contact District Manager Michael Pearson at 250 713-2815 or Michael.Pearson@gov.bc.ca if you have any questions in the meantime, as he would be pleased to assist you.

Each September, the UBCM gathering serves as an important opportunity to bring together our two levels of government so we can highlight and advance our communities' transportation priorities. Following the election, your thoughts and suggestions will be shared with the incoming Minister of Transportation and Infrastructure.

.../2

Ministry of Transportation
and Infrastructure

Office of the
Deputy Minister

Mailing Address:
PO Box 9850 Stn Prov Govt
Victoria BC V8W 9T5
Telephone: 250 387-3280
Fax: 250 387-6431

Location:
5B 940 Blanshard Street
Victoria BC V8W 3E6
www.gov.bc.ca/tran

Thank you for your hard work in supporting your community.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Kaye Krishna', with a long horizontal flourish extending to the right.

Kaye Krishna
Deputy Minister

Copy to: Kevin Richter, Associate Deputy Minister
Highways and Regional Services Division

Ashok Bhatti, Executive Director
South Coast Region

Michael Pearson, District Manager
Vancouver Island District



**Summary Report / Minutes of the Advisory Planning Commission Meeting
held on January 18, 2024 at 12:00 p.m.
(Council Chambers, Port Alberni City Hall, 4850 Argyle Street)**

Commission Members Present

Stefanie Weber (Chair)
Harley Wylie (Alt.-Tseshah (č išaa?ath) F.N) (Vice-Chair)
Dan Holder
Christine Washington, (SD70 Liaison)
Callan Noye
Jack Roland
Sandy McRuer

Regrets

Serena Mayer, (Hupačasath F.N)
Joe McQuaid
Councilor Dustin Dame (Council Liaison)

Staff

Scott Smith, Director of Dev. Services/Deputy CAO
Brian McLoughlin, Manager of Planning
Haley Stevenson, Planner I
Cara Foden, Planning Technician

Guests

Applicant/s: Brad and Caralee Dame

Alternates and Staff not in attendance

Ken Watts (ECC, Tseshah (č išaa?ath) F.N)
Larry Ransom (Alt.- S.D.70)
S./Sgt. Mike Thompson, (R.C.M.P. Liaison)
Councilor Deb Haggard (Alt. Council Liaison)
Derrin Fines (P.A.F.D. Liaison)



1. Acknowledgements and Introductions

- The Vice-Chair acknowledged that this meeting is being held within the un-ceded, traditional territories of the Hupačasath Nation and the Tseshah (č išaa?ath) First Nation.

2. Adoption of previous meeting minutes:

- Summary Report / Minutes from the APC Meetings held on December 21, 2023

(Washington / Noye) CARRIED

3. Election of Chair and Vice-Chair for 2024.

The APC Chair and Vice-Chair were elected as follows:

- Chair – Stefanie Weber
- Vice -Chair – Harley Wylie

4. DEVELOPMENT APPLICATION: Zoning Bylaw amendment

5350 Margaret St. – Lots 1-3, District Lot 11, Alberni District, Plan VIP1047

Lot 1, District Lot 11, Alberni District, Plan VIP1047 PID: 007-922-957

Lot 2, District Lot 11, Alberni District, Plan VIP1047 PID: 007-922-981

Lot 3, District Lot 11, Alberni District, Plan VIP1047 PID: 007-922-990

APPLICANT: B. and C. Dame

- The Planner I presented a summary of the application. A full report dated January 18, 2024 was included in the Agenda package for this meeting.
- Attendees discussed the proposed Zoning bylaw amendment as follows:
 - o The applicants' intent for the existing building is to re-purpose the former church to be used as a Daycare Centre for children.

- Current zoning on four lots owned by the applicants is P1 Institutional. Zoning on the portion of the site currently occupied by a former church building will remain P1 Institutional. The remainder of the site will be rezoned to 'R3 Small Lot Single Detached Residential' with the intent to subdivide. Civic addressing will be assigned at the time of subdivision.
- New provincial legislation with regard to Zoning Bylaw update – Staff will work with the applicants to synchronize the timing for adoption of the amendment as necessary.

Motions:

1. *That the Advisory Planning Commission recommends to City Council that Council support the application.*

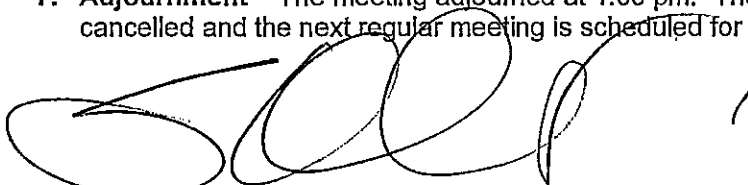
(Washington / McRuer) CARRIED

5. Updates from the Director of Development Services

- OCP
 - City is moving forward with public engagement on the policy development phase.
 - Online engagement will take place Feb 8 – 19
 - Open House sessions are scheduled for February 14th and February 15th.
 - Consultants have been engaged to do data analysis on the community and the information will inform Planning staff in the creation of long-term development strategies for the management of growth, climate goals, infrastructure and recreational needs in the community ('Complete Communities').
 - The former Somass lands now owned by the City will be considered during the OCP process but will not be focused on in detail.
- City revenue sources – The City only has the authority to generate revenue as authorized by the Province. New legislation has widened the scope of local governments with respect to DCC and Amenity charges.
- Discussion around the inconsistency of grant funding as a revenue item in the City budget. It was noted that City budget must account for long term capital plans.

6. Other Business:

7. **Adjournment** – The meeting adjourned at 1:00 pm. The February 15, 2024 meeting will be cancelled and the next regular meeting is scheduled for 12:00 pm on **Thursday, March 21, 2024.**



(Chair)

APC-Summary Minutes-Jan18-2024



**Summary Report / Minutes of the Advisory Planning Commission Meeting
held on June 20, 2024 at 12:00 p.m.
(Council Chambers, Port Alberni City Hall, 4850 Argyle Street)**

Commission Members Present

Stefanie Weber (CHAIR)
Harley Wylie (VICE-CHAIR, Tseshah̓t (č̓ l̓šaaʔath̓) F.N.)
Dan Holder
Sandy McRuer
Jack Roland
Larry Ransom (Alt. – S.D.70)
Councilor Dustin Dame (Council Liaison)
Derrin Fines (P.A.F.D. Liaison)

Staff

Scott Smith, Director of Dev. Services/Deputy CAO
Haley Stevenson, Planner I

Guests

Applicant/s: B. Wilson
Applicant/s: N/A
Members of the public: N/A

Regrets

Joe McQuaid
Councilor Serena Mayer, (Hupač̓asath̓ F.N.)
Callan Noye
Sgt. Ryan Archer, (R.C.M.P. Liaison)

Alternates and Staff not in attendance

Christine Washington (Alternate - School District #70)
Ken Watts (ECC, Alt. Tseshah̓t (č̓ l̓šaaʔath̓) F.N.)
Councilor Deb Haggard (Alt. Council Liaison)
Cara Foden, Planning Technician
Brian McLoughlin, Manager of Planning



1. Acknowledgements and Introductions

- The Chair acknowledged that this meeting is being held within the un-ceded, traditional territories of the Hupač̓asath̓ Nation and the Tseshah̓t (č̓ l̓šaaʔath̓) First Nation.

2. Adoption of previous meeting minutes:

- Summary Report/Minutes from the APC Meetings held on January 18, 2024

(Holder/Wylie) CARRIED

3. DEVELOPMENT APPLICATION: Zoning Bylaw

4691 Gertrude St. - Lot 1, Block 7, District Lot 1, Alberni District, Plan 197 PID: 009-270-469

APPLICANT: Brent Wilson for Seebros Holdings Ltd., INC.NO. BC0812664.

- The Planner presented a summary of the application. A full report dated June 13, 2024 was included in the Agenda package for this meeting.
- Attendees discussed the proposed zoning bylaw amendment as follows:
 - Zoning/OCP amendment applications within 800 m of Highway 4 require MOTI approval.
 - Applicant anticipates that new storage building will be used by both staff and customers.
 - Applicant's intent is for new parking area to be accessed from Gertrude Street. No new access off of Burke Road.
 - The application would not be referred to the Advisory Traffic Committee as part of the review process.
 - How/whether future review of "Lumber and Building Materials Retailers and Wholesalers" use in C7 zone would impact the business. Discussed relevance to current application.
 - Discussion/consideration needed for future of this neighbourhood. This discussion to occur during OCP review process.

Page 1 of 2

Motions:

1. *That the Advisory Planning Commission recommends to City Council that Council support the application.*

(Ransom/Wylie) CARRIED

4. **DEVELOPMENT APPLICATION:** Official Community Plan (OCP) and Zoning Bylaw
15th Avenue at Montrose Street - a portion of Lot A (DD F39405) of District Lot 113, Alberni District,
Plan VIP1044 Except part in Plan VIP55450 PID: 008-079-820
APPLICANT: Paul Turner dba 521803 BC Ltd. (Windward Homes).

- The Planner presented a summary of the application. A full report dated June 11, 2024 was included in the Agenda package for this meeting.
- Attendees discussed the proposed zoning bylaw amendment as follows:
 - Reasons property was chosen to be sold, RFP process, and what degree of review was done at time of RFP (prior to this OCP/ZON application).
 - City should prioritize preserving municipal land along jurisdictional boundary for green space and recreation. Should be considered in OCP update.
 - Walking path along property's eastern boundary would remain on City-owned portion of land, not within development area. Path is not a designated/maintained City trail.
 - Applicant required to pay cash-in-lieu of parkland dedication at time of subdivision.
 - Applicant required to pay DCC's on top of any necessary infrastructure upgrades at time of subdivision.
 - Proposed lots are comparable to existing lot sizes in neighbourhood, but are larger than permitted under new 'R' zone (280 m²).

Motions:

1. *That the Advisory Planning Commission recommends to City Council that Council support the application.*

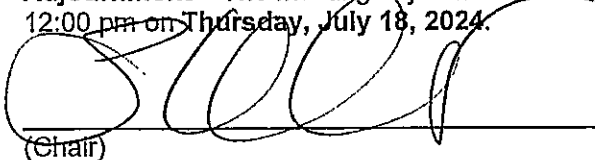
(Roland/Wylie) CARRIED

5. Updates from the Director of Development Services

- Staff working on OCP policy and drafting document over the summer.
- New zoning bylaw adopted by Council Bylaw at June 10th meeting. Adopted to align with Provincial legislation for SSMUH.
- Status of Microtel development application.
- Status of Port Pub remediation order.

6. Other Business: N/A

7. **Adjournment** – The meeting adjourned at 1:00 pm. The next regular meeting is scheduled for 12:00 pm on Thursday, July 18, 2024.



(Chair)

APC-SummaryMinutes-Jun20-2024

Page 2 of 2

Date: October 3, 2024
File No: 1855-010
To: Mayor & Council
From: M. Fox, CAO
Subject: UBCM Grant - 2024 Asset Management Planning Program

Prepared by: <i>K. ORCHISTON</i> MANAGER OF ASSET MANAGEMENT INITIATIVES	Supervisor: <i>A. MCGIFFORD</i> DIRECTOR OF FINANCE	CAO Concurrence:  M. Fox, CAO
---	---	--

RECOMMENDATION[S]

1. That Council support the application to the UBCM 2024 Asset Management Planning program to enhance the integration of asset management planning with long-term financial planning.
2. That Council amend "City of Port Alberni 2024 - 2028 Financial Plan Bylaw No. 5097, 2024" by allocating \$15,000 towards the UBCM Asset Management Planning program in 2024 from Other Common Services – 21259.

PURPOSE

To seek Council approval to amend the "City of Port Alberni 2024 - 2028 Financial Plan Bylaw No. 5097, 2024" allocating \$15,000 to fund the application for the UBCM 2024 Asset Management Planning program.

BACKGROUND

The Union of British Columbia Municipalities (UBCM) offers the Asset Management Planning program to support local governments in continual improvement of asset management practices. This program provides funding assistance for municipalities to assess, improve, and implement sustainable asset management strategies. The program offers matching grants, with up to \$25,000 available on a 50/50 cost-sharing basis.

With the support of UBCM grant funding, the City has been improving the City's asset management practices for nearly a decade. In 2016, a \$20,000 UBCM Grant was awarded to the City to undertake an asset management maturity assessment, to better understand and create a baseline for the organization's asset management practices. The assessment results lead to the development of a roadmap and action plan to increase asset management capacity within the organization.

In 2018, a grant from the UBCM Strategic Priorities Fund was received to create a Strategic Asset Management Plan (SAMP) and acquire asset management software. Through this grant, work was completed to define the scope of the project and form a Strategic Asset Management Committee [SAMC] representing key staff across the organization.

Beginning in 2019 through 2021, staff worked to create the SAMP. The purchase of asset management software (AssetFinda) and the creation of an Asset Management Policy and Framework was completed.

In 2022 the SAMC presented the Plan, Policy and Framework to Council for consideration of adoption, and began implementation of the SAMP.

In 2024, the City introduced a dedicated Asset Management role to strengthen its organizational planning efforts. While the implementation of the SAMP is ongoing, additional funding is required to support the development of detailed Asset Management Plans. A critical aspect of this development involves accurately assessing asset replacement timing and costs and integrating these insights with long-term financial planning. Participation in the UBCM program will enhance the alignment between asset management planning and the City's long-term financial strategy. Key deliverables for the project include:

- Asset Management Council Presentation
- Asset Management Plan Report: 30-year Asset Replacement Plan
- Asset Management Plan Model

ALTERNATIVES/OPTIONS

Option 1: Approve the Recommendation

That Council support the application to the UBCM 2024 Asset Management Planning program to enhance the integration of asset management planning with long-term financial planning.

That Council amend "City of Port Alberni 2024 - 2028 Financial Plan Bylaw No. 5097, 2024" by allocating \$15,000 towards the UBCM Asset Management Planning program in 2024 from Other Common Services – 21259.

Option 2: Decline the Recommendation

Do not support the recommendation, the City will not be eligible to receive the UBCM grant for 2024. Future intakes for the program have not yet been confirmed, but it is anticipated that it will be offered again in 2025.

Option 3: Amend the Funding Amount

Allocate a different amount of funding; however, the UBCM program requires a 50/50 match, so any reduction in local government contribution would reduce the total grant amount available.

ANALYSIS

The UBCM Asset Management Planning program provides an opportunity to further improve asset management integration within the organization. Allocating \$15,000 in municipal funding, the City will leverage the \$15,000 grant from UBCM and develop a 30-year Asset Replacement Plan to help identify funding targets based on risk and levels of service. The outcome will allow for better management of the lifecycle costs of City assets and contribute to long-term financial sustainability. This is an opportunity to improve the City's asset management systems, which are essential for optimizing investments, minimizing unanticipated asset renewal costs, providing critical information to the decision-making process, and budget prioritization in the long-term Financial Plan.

IMPLICATIONS

Financial:

The amendment will require the allocation of \$15,000 from the 2024 budget, which will be matched with \$15,000 from UBCM if the grant application is successful, resulting in a total project budget of \$30,000.

Operational:

Improved asset management practices will lead to more efficient operations, enhanced decision-making, and optimized use of City resources.

Strategic:

Investing in asset management aligns with Council's goals for sustainability, transparency, and responsible financial management.

Legal:

There are no legal implications directly associated with the funding request. However, adherence to the UBCM grant guidelines and conditions will be required if funding is secured.

COMMUNICATIONS

If approved and successful, staff will prepare a communication plan to inform key stakeholders, including relevant municipal departments, of the funding announcement and asset management improvements that staff hope to achieve through the UBCM grant.

BYLAWS/PLANS/POLICIES

Amending the 2024-2028 Financial Plan Bylaw is required to allocate the necessary \$15,000 towards the UBCM Asset Management Planning program. This project supports the goals outlined in the City's Asset Management Policy and aligns with broader strategic initiatives in the CPA's Corporate Strategic Plan.

Corporate Strategic Plan Strategy

4.2.1 - 'Develop and implement an asset management plan, including natural assets'

SUMMARY


Allocating \$15,000 from the 2024 budget will allow the municipality to participate in the UBCM 2024 Asset Management Planning program, securing a 50/50 matching grant that will provide \$15,000 in additional funding. This funding will support the integration of asset management planning and long-term financial planning, resulting in a 30-year asset replacement plan.

ATTACHEMENT/REFERENCE MATERIALS

- Link to UBCM Asset Management Planning grant program
[Asset Management Planning | Union of BC Municipalities \(ubcm.ca\)](https://www.ubcm.ca/asset-management-planning)

J:\Finance\Director\Agenda Reports & Procedures\Dir Finance Council Memos\2024\Asset Management grant\2024_10_14_Asset_Management_UBCM_grant.docx

Date: October 23, 2024
File No: 1855-01
To: Mayor & Council
From: M. Fox, Chief Administrative Officer
Subject: Grant Application | Rural Economic Diversification and Infrastructure Program

Prepared by: <i>P. DEAKIN</i> <i>Manager of Economic Development</i>	Supervisor: <i>M. FOX</i> <i>Chief Administrative Officer</i>	CAO Concurrence:  <i>Mike Fox, CAO</i>
--	---	---

RECOMMENDATION[S]

- That Council approve the City as an applicant to the Economic Capacity stream of the Rural Economic Diversification and Infrastructure Program (REDIP)*
- That Council amend "City of Port Alberni 2024 - 2028 Financial Plan Bylaw No. 5097, 2024" by allocating \$50,000 from Economic Development in 2025 and 2026 to be utilized as matching funds for a grant request of \$100,000 from the Rural Economic Diversification and Infrastructure Program [REDIP]."*

PURPOSE

This report is provided to seek Council approval for a grant application to the Rural Economic Diversification and Infrastructure Program (REDIP), and allocation of City funds related to the economic capacity proposal for which grant funds would be sought.

BACKGROUND

REDIP supports rural economic development projects that promote economic capacity building, economic diversification, resilience, clean economy opportunities, and infrastructure development. The program intake deadline is October 31, 2024 at 11:59 PM.

Port Alberni is eligible for any of the grant streams within the program, including:

1. An Economic Capacity Grant (100% of project costs to a maximum of \$100,000);
2. An Economic Diversification Development Grant (80% of project costs to a maximum of \$100,000)
3. An Economic Development Implementation Grant (80% of project costs to a maximum of \$1 million)
4. A Forest Impact Transition Grant (100% of project costs to a maximum of \$500,000).

The City may submit only one application.

After consideration of opportunities that are being missed because of capacity challenges within the Economic Development office, a review of the grant guidelines, conversations with provincial staff responsible for the

programs, and discussions with the CAO, it is recommended that the City pursue the full amount of the Economic Capacity Grant for strengthening local economic development capacity which may include temporarily increasing staff positions and/or resources.

Although the program does not require a municipal contribution, this report recommends that matching funding be allocated from the current economic development allocations for 2025 and 2026 to increase staff capacity and the chances of securing a grant.

This is the last of the three-year REDIP funding program. The City successfully received \$1 million in funding (the maximum) for the Somass Lands Keystone Project in the first year through the Implementation stream and \$91,360 in the second year (maximum \$100,000) in the Development stream.

ALTERNATIVES/OPTIONS

1. That Council approve the City as an applicant to the Economic Capacity stream of the Rural Economic Diversification and Infrastructure Program (REDIP)

That Council amend "City of Port Alberni 2024 - 2028 Financial Plan Bylaw No. 5097, 2024" by allocating \$50,000 from Economic Development in 2025 and 2026 to be utilized as matching funds for a grant request of \$100,000 from the Rural Economic Diversification and Infrastructure Program [REDIP].

2. That Council provide an amended resolution for a separate stream or funding allocation.
3. That Council decline application to REDIP.

ANALYSIS

Option 1: *Apply to the Economic Capacity stream of the Rural Economic Diversification and Infrastructure Program (REDIP) for the full amount of \$100,000. Match those funds with \$50,000 from each of the 2025 and 2026 Economic Development allocations for the proposal."*

Pro: This would add capacity to/increase service of the Economic Development office.

Pro: This is the last year of the REDIP program.

Pro: Reporting requirements for this stream are not expected to be onerous.

Option 2: *Adopt an amended resolution.*

Pro: An amended resolution might direct that a request be made for the funding but that no matching funds be allocated.

Con: The matching funding provided would leverage the grant so that a sum of \$100,000 for each of two years would be available to increase capacity.

IMPLICATIONS

The primary implications are that:

- \$50,000 from each of the 2025 and 2026 allocations to Economic Development would be directed to capacity building if the grant is successful.

COMMUNICATIONS

No communications beyond Council's adoption of the resolutions are contemplated.

BYLAWS/PLANS/POLICIES

SUMMARY

Council is being asked to approve an application to the Economic Capacity stream of the Rural Economic Diversification and Infrastructure Program (REDIP) and direct \$50,000 from each of the 2025 and 2026 Economic Development allocations to the proposal."

ATTACHMENTS/REFERENCE MATERIALS

- A link to the Application Guidelines is provided immediately below:
<https://www2.gov.bc.ca/gov/content/employment-business/economic-development/support-organizations-community-partners/rural-economic-development/redip/apply-for-redip>

Copies:

- *Director of Finance Andrew McGifford*