



**Heritage Commission Meeting  
November 6, 2024**

**Minutes**

**RECEIVED**

**DEC - 5 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 type="checkbox"/> Agenda	<input type="checkbox"/> Other
File #	<b>RCM Dec 9/24</b> <b>054D20-AVNHC</b>

Location:  
AV Museum

**Attendees:**

ACRD	Penny Cote
City Council	Charles Mealey
Chamber of Commerce	Jolleen Dick
Community Arts Council	Nancy Blair
Community at Large	Colin Schult
Historical Society	Gareth Flostrand
Industrial Heritage	Richard Spencer
Maritime Heritage	Gareth Flostrand
McLean Mill	Jolleen Dick
School District 70	Pam Craig
Staff	Sheila Perry

**Regrets:**

Hupačasath First Nation  
čišaaʔath (Tseshaht) First Nation

Called to Order: 7:04pm

1. Moved by Pam Craig that the agenda of the November 6, 2024 meeting be approved as amended.
2. Moved by Jolleen Dick that the minutes of the October 2, 2024 meeting be approved as circulated.
3. Old Business
  - i. Land Acknowledgement

Notion of Motion: Until such time as a bespoke land acknowledgment is developed, the following land acknowledgment (adapted from Port Alberni City Council) will be implemented:

*The Heritage Commission acknowledges and recognizes that we work, live and play in the Alberni Valley, which is situated on the unceded territories of čišaaʔath (Tseshaht) and the Hupačasath First Nations (Charles Mealey).*

**ii. Train Station Update**

Heritage Commission members request an update regarding the status of the installation of the *Two Spot* at the Train Station site for its December meeting.

4. Correspondence – none



**Heritage Commission Meeting  
November 6, 2024  
Minutes**

5. New Business

a. Heritage Commission Roles & Responsibilities

Lively discussion regarding the effectiveness of the Heritage Commission in terms of its roles and responsibilities was had. A copy of Bylaw No. 4959 was distributed for Commissioners perusal.

Notion of Motion: For information purposes, a copy of Bylaw No. 4959 will be attached to the minutes of the November 6<sup>th</sup> meeting for circulation (Pam Craig).

Notice of Motion: Heritage Commission members to bring forward ideas at the December meeting to ensure the Commission is inclusive and representative of our community (Pam Craig).

Staff are asked to develop a Culture & Heritage Award Program to be implemented in 2025. To this end, staff are also asked to determine whether partnering with the Chamber of Commerce Awards Program is feasible.

Heritage Commission members will determine 2025 meeting locations at the December meeting.

In order to provide adequate time for discussion during meetings, Heritage Committee members will highlight no more than three items from their written reports.

b. čišaaʔath (Tseshah) First Nation Election

Notice of Motion: A letter of congratulations will be sent to the čišaaʔath (Tseshah) First Nation on the success of their recent election. An invitation welcoming a Tseshah representative join the Heritage Commission will be included in the letter. (Charles Mealey).



Heritage Commission Meeting  
November 6, 2024  
Minutes

Reports

c. Community Arts Council

**Community Arts Council**

Report to the Heritage Commission, November 6, 2024

Gallery and gift shop – We are now set up for our annual Mistletoe Market, which runs from November 6 to December 21. December 6,7 are membership appreciation days. Members get 20% off purchases on those two days.

- Along with the usual Christmas crafts, we will have arts pieces for a silent auction.

Christmas at the Quay

- Light up at the Quay if Friday, Nov 29 from 530 to 730. Entertainment will be provided by the ADSS Band and Timbre! Choir. Tree light up is slated for 6pm.

Every other Thursday from 630 to 830 will be drop in for art projects. The first one will be on November 7, introduction to acrylic paints. Cost \$5.

The gallery is closed December 24<sup>th</sup> and 25<sup>th</sup> for Christmas and December 31<sup>st</sup> and January1 for New Years.



**Heritage Commission Meeting**  
**November 6, 2024**  
**Minutes**

d. School District

Heritage Commission Pacific Rim School District Report Nov 6, 2024

The next Public Meeting of the Board of Education is Tuesday Nov 26 at 5pm at John Howitt.

1. Elementary Fall Sports Wrap up events-
  - Elementary Cross-Country Run – Wood School up Wallace St. to Powerline Road down Rock Canyon past NIC, Athletic Hall and Multiplex to Bob Dailey stadium.
  - Friday Nov 8 Elementary Wrestling Tournament – 2pm to 6pm at ADSS.
  - Nov 15 Volleyball Jamboree from 2pm to 6pm at ADSS.
2. New School Meal Program for Pacific Rim in partnership with Nourish Cowichan food charity. This partnership is a significant step in Pacific Rim's commitment to address food insecurity and ensure every student has access to nutritious meals. Bamfield and Wickaninnish Elementary schools will continue with their established lunch programs and the Alberni Valley and Ucluelet schools will be supported in the new Nourish Pacific Rim Meals program. The existing volunteer breakfast programs will continue. It is easy to Donate to the program on the Nourish Cowichan website. There are two donate buttons, one for Cowichan and one for Pacific Rim. We receive some money from the Ministry of Education and Child Care in the Feeding Futures Program. We also received a grant from the Ministry's Food Infrastructure Grant program to retrofit the Kitchens at EJ Dunn to permit larger production and storage of lunches.
3. The McCreary Centre Society surveys BC Youth every few years to collect data on their health. The Society was on the West Coast yesterday and here today Nov 6 to engage Pacific Rim Youth in conversation about what their experience is like in the domain covered by the survey. McCreary offered, late this afternoon, Service Provider Information Session. The data collected from these two days with Youth and Service Providers will provide a deeper understanding of our youth and the challenges they are facing today so we can offer responsive actions where appropriate.





Heritage Commission Meeting  
November 6, 2024  
Minutes

e. Chamber of Commerce



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

November 6, 2024

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

**Chamber of Commerce**  
**Business Excellence Awards**

Judging in underway for the Business Excellence Awards for 2024! We look forward to celebrating at our Awards Gala on Friday November 29, 2024 at the Italian Hall and Events Centre.

Tickets are now on sale here: <https://albernicc.awardify.io/awards-gala>

**All Candidates Meeting for City of Port Alberni By-Election**

We're planning an event for December 5th. Location to be determined. Rules & Regulations have been established for the traditional debate format.

More info here: <https://albernichamber.ca/2024-all-candidates-meetings>

**Visitor Centre Report – Prepared by Emily Ratcliff, Visitor Services Coordinator**

**Statistics**

	Q3		October		November		December	
	Visitors	Parties	Visitors	Parties	Visitors	Parties	Visitors	Parties
2024	3,783*	2,150*	541	332	TBD	TBD	TBD	TBD
2023	4,461	2,279	585	335	309	197	220	160
2022	3,166	1,848	420	272	350	271	216	154
2021	5,040	3,001	799	495	408	276	237	180

\*Please note there is a data entry error and these numbers are being updated to reflect stats recorded.

We've seen quite a decline in visitor traffic throughout October, as the cold and rainy weather has settled in for the rest of the year. Early in the month, we still had quite an influx of European visitors interested in viewing the salmon run.

Through the second half of October, and into the beginning of November, visitor traffic has mostly been Vancouver Island residents heading out for early season storm watching on the West Coast.

**Giftshop:**

In October, we began transferring merchandise from the McLean Mill gift shop to our Visitor Centre gift shop, creating a fresh, inviting space just in time for the holiday season. While visitor traffic has slowed, our community and guests continue to show enthusiasm for stickers and t-shirts. Our next goal is to collaborate with local designers to develop exclusive, Alberni-inspired merchandise. This unique line will celebrate our community, support local creativity, and give visitors a memorable piece of Port Alberni to take home.



Heritage Commission Meeting  
November 6, 2024  
Minutes

f. McLean Mill



**McLean Mill National Historic Site Update, Nov 6, 2024**

Prepared by Elliot Drew

The recent filming of *One Mile and One More Mile* at McLean Mill National Historic Site brought excitement and a positive impact to both the site and the Alberni Valley. This production provided an estimated \$3 million boost to our local economy, highlighting our region as an ideal location for future projects and bringing increased visibility to the historical value of the Mill.

Throughout the production, our team worked diligently to ensure there was an outstanding experience for the cast and crew. All parties worked together to ensure the historical integrity of McLean Mill remained intact. Filming wrapped on October 29th, and we've since moved into the cleanup and restoration phase. The site reopened to the public on November 1st, with crews continuing to remove props and larger set pieces.


Thanks to the production's commitment, the site is in better condition than ever, with major improvements, including:

- The rotting floor in the teacherage has been shored up and repaired, along with remounting the door so it is accessible.
- Repairs to the back corner of the Office should stop water penetration so we should not have to deal with rot and the building underwent remediation for black mold to improve air quality.
- The molding, sagging donnacona has been removed from the Cookhouse and is being replaced with properly sealed marine grade plywood to prevent mold regrowth after it to underwent remediation.
- The entire road system and parking lots are being repaired graded and top-dressed.
- The Greens Department are fixing effected areas and removing all vegetation around the buildings.
- Minor repairs like fixing windows and patching holes have also been completed.

Our final wedding of the season took place on October 5th. This year, our annual Halloween event with ADAPS was relocated to accommodate the extended film production schedule. The Production team and ADAPS worked directly together to find a solution, ensuring both the event and filming could proceed smoothly. We were pleased to work with our partners to ensure that this was a mutually beneficial agreement and that this popular community event was able to proceed before the production could move forward.

Our thanks go out to everyone involved for making this production a success. We're excited about the future opportunities this opens up for Port Alberni and are committed to working with the City to build on this momentum.

We look forward to presenting at the upcoming Committee of the Whole Meeting on Monday, November 18th, where we'll provide Council with updates on the successes and learnings from the 2023 and 2024 seasons. Additionally, we hope to gain insights into the future vision for the Historic Site to continue building on its legacy together

[www.mcleanmill.ca](http://www.mcleanmill.ca)   
[info@mcleanmill.ca](mailto:info@mcleanmill.ca)   
250-723-1376 



Heritage Commission Meeting  
November 6, 2024  
Minutes

g. Historical Society

**ALBERNI DISTRICT HISTORICAL SOCIETY REPORT**

**November 6, 2024**

- One of our dedicated Archive volunteer, Marlene Dietrich, will be receiving the King Charles 111 Coronation Medal for her instrumental work in bringing Abbeyfield, an independent living for seniors facility, to Port Alberni. Marlene and her late husband, Phil, spent many, many hours along with Terry White, obtaining the current building, setting up the partnership with Abbeyfield Canada, cleaning & building repairs to bring the old section of the West Coast Hospital up to current standards. Well done & much deserved Marlene!
- Our very dedicated group of volunteers amassed 170 ¾ hours in the last month. Paper trail donations have slowed down. Research projects are coming in slowly. We still have enough work for our volunteers though!
- Are you on our Facebook page? Every 2 weeks, a new historical article by Diane Dobson is posted there. The last 2 articles have featured Pioneer Women of the Valley.
- The Archives are open Tues-Thur, 11am to 3 pm.





Heritage Commission Meeting  
November 6, 2024  
Minutes

h. Industrial Heritage Society



**November 6<sup>th</sup>, 2024 Report to the Heritage Commission**

1. As October hit, activity switched over on the Alberni Pacific Railway to a focus on maintenance. The #7 Steam Locomotive being one of the main priorities. We did however run two event trains; a fall train on October 12 which saw 74 passengers over the two runs, and a Halloween Train on October 26 which saw 292 passengers over the two runs. Both Halloween runs were complete sell outs.
2. Santa's Express tickets have now gone on sale, and withing 3-days we've sold 350 tickets. We will be running a marketing campaign for Santa's Express as well as looking for sponsors for the event. Trains will run at 11am, 12noon, 2pm, 3pm & 4pm Sat Dec 7, Sun Dec 8, Sat Dec 14 & Sun Dec 15. Tickets are \$6/Children/Youth (2-17) and \$8/adults.
3. The Logging Crew returned to McLean Mill last week to winterize the Steam Donkey and Gas Donkey at the logging show site, with continued hope that we will be able to operate the Old Time Logging Demonstration once again.
4. On October 18, a group of kids from Stepping Stones Daycare attended the IHC where they got to learn many things from the Industrial past, as well as learn some hands-on skills.
5. Members attended the Alberni District Co-op Community Day – Members drove three vintage trucks over to the Event.
6. On October 26, members attended "The Haunting" (Halloween – organized by ADAPS.) Members took four vintage vehicles over and offered activities to children at the Event.
7. The I.H.C. is selling three surplus vehicles owned by the I.H.S. – for lack of space. 1974 International flatdeck with Hi-ab crane, 'Bullmoose' crane, 1979 International Water tanker.
8. Volunteers at the IHC have repaired the 'Towmotor' forklift – new brakes.
9. A Christmas market is currently being planned at the IHC for December 7<sup>th</sup> with Artists Michael Dean and Dan Gray scheduled to attend. There will also be the AV Museum Gift Shop, local Crafters, Children's activities, Hot chocolate, Coffee and Cookies.
10. The IHC is now on Winter Opening Hours: Monday to Friday 9 a.m to 11 a.m.  
Saturday: 9 a.m. to 2 p.m.
11. Memberships can now be renewed for 2025. Anyone wanting to renew a membership or become a member of the WVHIS can do so by visiting the Industrial Heritage Center during open hours or going online to [www.ihsportalberni.ca/membership](http://www.ihsportalberni.ca/membership).





Heritage Commission Meeting  
November 6, 2024  
Minutes

i. Maritime Heritage Society



**Port Alberni Maritime Heritage Society  
November 6, 2024 Report to the Heritage Commission**

**Current Open Hours**

The Gallery and the Lighthouse are now open Tuesday, Thursday, and Saturday 11:00 to 2:30. Tours may be arranged with our Facility Coordinator, Dale Gross, by contacting him at the below-noted contact information.

**Children's Programming**

Our Facility Coordinator is working with the Alberni Valley Museum's Education Curator to develop children's maritime programs which can be given to school groups during the Fall, Winter and Spring months.

**Lighthouse Upgrade**

Our iconic Lighthouse now looks beautiful with new white metal siding and red trim. The exterior spotlights have also been replaced and are on every evening making the structure really stand out on the waterfront at night. Come have a look! The upper portion of the Lighthouse will be painted in the Spring.

**October Tours**

On October 11<sup>th</sup> there was a youth group tour of both facilities.

**Visitors During October**

Our visitor count during the past month was 68 visitors to the Gallery and 54 to the Lighthouse.

**2024 Annual General Meeting**

This year's AGM will be held at the Maritime Gallery on the evening of Thursday, November 28<sup>th</sup> at 7pm. The meeting agenda includes a review of our 2024 activities, financial report and the election of the Board for 2025. This meeting is open to everyone but only members may run for Board positions and vote. If you are interested in getting involved with PAMHS please attend.

**Contact Information**

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

Respectfully Submitted

A handwritten signature in black ink, appearing to read 'Ken Watson'.

Ken Watson, PAMHS President



Heritage Commission Meeting  
November 6, 2024  
Minutes

j. City Council



## CITY COUNCIL MEETING SUMMARY

An information report summarizing the Regular meeting of Council held October 15, 2024. These are not the official minutes. For more information, please contact the Corporate Services department at 250.723.2146 or email: [corp\\_serv@portalberni.ca](mailto:corp_serv@portalberni.ca).

### ■ DELEGATIONS

#### Introduction | Manager of Culture

Willa Thorpe, Director of Parks, Recreation & Culture introduced the City's new Manager of Culture, Sheila Perry.

#### Introduction | Executive Assistant

Mike Fox, Chief Administrative Officer introduced the City's new Executive Assistant, Brienne Dempsey.

### ■ BYLAWS

"Permissive Tax Exemption Bylaw No. 5115, 2024" and "Permissive Tax Exemption Bylaw, Amendment No. 1, Bylaw No. 5091-1, 2024" were introduced and given three readings. Upon adoption these bylaws will enable the applicants to receive permissive tax exemptions as per the Community Charter which provides Council the authority for both permissive and statutory tax exemptions for properties owned by a charitable, philanthropic or other not-for-profit corporation.

### ■ CORRESPONDENCE

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

Council graciously accepted a plaque from the Huu-ay-aht First Nations Oomiiqsu (Aboriginal Mother Centre) acknowledging the partnership between the City and the Huu-ay-aht First Nation.

#### Coastline Endurance Running | Trail Running Series

Council authorized 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.

#### Community Action Team

Council directed 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.

#### R. Maczulat | Noise Bylaw Extension

Council authorized 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 26<sup>th</sup>.

#### Council also received their correspondence summary which included letters from:

- a. Association of Vancouver Island Coastal Communities | 2024 Community Safety and Wellbeing Conference  
Council authorized the participation of one member of Council or one member of staff to attend the 2024 Community and Safety Wellbeing Conference October 28-30, 2024 in Victoria, BC.
- 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 | 96<sup>th</sup> Parliamentary Session Open for Application



Heritage Commission Meeting  
November 6, 2024  
Minutes

- 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

▪ **PROCLAMATIONS**

On behalf of the Ministry of Children and Family Development Council proclaimed the month of October 2024 as 'Foster Family Month' in Port Alberni.

On behalf of Complex Regional Pain Syndrome/Reflex Sympathetic Dystrophy [CRPS/RSD] Council proclaimed November 4, 2024 as 'Color the World Orange Day' in Port Alberni.

▪ **NEW BUSINESS**

**West Coast Emergency Cultural Awareness and Safety Plan**

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

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

Council directed 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.

▪ **COUNCIL MEETINGS**

The City of Port Alberni now offers hybrid Council and Committee of the Whole meetings.

We encourage you to remain informed on City business and community topics through the following options:

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

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

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

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

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

▪ **MEETINGS AT A GLANCE**

**Thursday, Oct 17<sup>th</sup>**

12:00 pm – Advisory Planning Commission  
Council Chambers

**Monday, Oct 21<sup>st</sup>**

6:00 pm – Committee of the Whole  
Council Chambers

**Tuesday, October 28<sup>th</sup>**


2:00 pm – Regular Council  
Council Chambers





Heritage Commission Meeting  
November 6, 2024  
Minutes

k. Regional District



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

# KEEPING YOU CONNECTED

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

### OCTOBER 9 AND 23 MEETINGS

#### GRANT TO SUPPORT EMERGENCY PREPAREDNESS

Support was provided for the grant funding application to the Community Emergency Preparedness Fund - Volunteer and Composite Fire Departments Equipment and Training for the purchase of forest firefighting equipment and training.

#### SWMP MOVES FORWARD WITH MORE OUTREACH

The Board endorsed the Solid Waste Management Plan (SWMP) Update and Public Engagement Plan and directed staff to include additional outreach for individual rural areas to discuss diversion options for organics and recycling.

#### LOOKING INTO FEES AT AV REGIONAL AIRPORT

Direction was provided to staff to investigate landing and aircraft parking fees at Alberni Valley Regional Airport.

#### NEW FACE ON LIBRARY BOARD OF TRUSTEES

Director Boyko was appointed to the Vancouver Island Regional Library Board of Trustees for 2025, and Director Cote was appointed as the alternate Director.

#### OPEN HOUSE COMING FOR WATERWORKS DISTRICT

The Cherry Creek Waterworks District Conversion Study final report will be presented to the community at an Open House scheduled for 6 pm on November 6, 2024, at the Cherry Creek Community Hall.

#### TAX EXEMPTIONS HANDED OUT

A tax exemption was provided for Alberni Valley Golf Club and the Long Beach Recreation Cooperative for 2025, and the 2025 Tax Exemption Bylaw No. F1168 was adopted.

### PERMITS

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

- Development Variance Permit: DVD24004-Sproat Lake

Permits issued:

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

### REZONING AND BYLAWS

- Rezoning Applications:
  - RD23017 - Sproat Lake (Bylaw P1498 Zoning Text Amendment Bylaw and Bylaw P1499 Zoning Atlas Amendment Bylaw were adopted)
  - RD23016 - Sproat Lake (Bylaw 1506 Sproat Lake Official Community Plan Amendment Bylaw, Bylaw P1507 Zoning Text Amendment Bylaw and Bylaw P1508 Zoning Atlas Amendment Bylaw were adopted)
  - RE24006 - Beaver Creek (Bylaw 1511 Zoning Atlas Amendment Bylaw was adopted)

### LETTERS OF SUPPORT

- Huu-ay-aht First Nations to support their proposed Visitor and Cultural Centre project application through the Rural Economic Diversification and Infrastructure Program
- BC Geographical Names Office, Heritage Branch to support the proposal to rename MacKenzie Beach to "tinwis"
- Green Inclusive Community Buildings Program Review Committee supporting Yuulu?i?ath Government's Youth and Elder Community Centre Project

### BOARD OF DIRECTORS

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


250-720-2700 www.acrd.bc.ca 3008 Fifth Ave. @ACRDgov

Page 12 of 19

Museum and Heritage Commission City of Port Alberni  
4255 Wallace Street Port Alberni BC Canada V9Y3Y6  
TEL (250) 723 2181 FAX (250) 723 1035



Heritage Commission Meeting  
November 6, 2024  
Minutes



## ALBERNI-CLAYOQUOT REGIONAL DISTRICT

# KEEPING YOU CONNECTED

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

#### OCTOBER 9 AND 23 MEETINGS

##### LOOKING AT OPTIONS TO KEEP COSTS DOWN

Staff were directed to investigate options to reduce credit card payment processing fees.

##### THREE NEW FIRE INSPECTORS

Following the new Fire Safety Act the Board designated the Regional Fire Services Manager, Beaver Creek Volunteer Fire Department Fire Chief and Sproat Lake Volunteer Department Fire Chief as the Fire Inspectors and Investigators for ACRD.

##### FINANCIAL REPORT

The ACRD Board of Directors received the semi-annual financial report.

##### CONTRACTS AND AGREEMENTS:

- Development Approvals Program contract was awarded to McElhanney Ltd. for an eight-month term.
- Beaver Creek Water System-Alternative Water Source Feasibility contract was awarded to McElhanney Ltd. For an eight-month term.
- ACRD Office Building Feasibility contract was awarded to Waymark Architecture for a 12-month term.

#### MEETINGS


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

**Beaver Creek Water Advisory Committee** - November 14, 10 am - 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](mailto:responses@acrd.bc.ca)
5. Visit the Regional District website at [www.acrd.bc.ca](http://www.acrd.bc.ca) for further details on public participation in meetings.



#### HAVE YOUR SAY ON PLANS TO REDUCE WASTE

Review and weigh in on the ACRD's proposed strategies to reduce solid waste in the region by 35% by 2035. Attend an Open House or take part in an online survey to have your say.

**Presentation at 5:15 pm**


#### SHARE YOUR FEEDBACK

##### Attend an Open House

- 📍 **Wednesday, Nov. 6, from 5 – 7 pm**  
Beaver Creek Community Hall
- 📍 **Thursday, Nov. 7, from 5 – 7 pm**  
Sproat Lake Community Hall
- 📍 **Wednesday, Nov. 13, from 5 – 7 pm**  
Cherry Creek Community Hall

##### Take Part Online

Complete the survey at [letsconnectacrd.ca/swmp](https://letsconnectacrd.ca/swmp) before November 20 and enter to win one of three \$50 gift certificates to a local retailer or restaurant in the Alberni Valley, West Coast and Bamfield.



**COMPLETE THE SURVEY**  
Enter to win.

**LEARN MORE AT:** [letsconnectacrd.ca/swmp](https://letsconnectacrd.ca/swmp) or call, 250-720-2700

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





**Heritage Commission Meeting**  
**November 6, 2024**  
**Minutes**

I. Community at Large

**November Activities Around Town**

- Skysong Community Choir meets @ Char's every Tuesday from 6-8pm
- Grief Care Sundays @ 2pm @ Southside Church of the Nazarene
- CCO Blind meets 10am first Wednesday of each month @ Abbeyfield
- TOPS meets @ RCL Tuesdays 8-10am
- Spirit Square Farmers Market Saturdays 9-12 at Harbour Quay
- AV Coin Club 3<sup>rd</sup> Thursday @ 7pm craft room A @ Echo Centre
- AV Rock and Gem Club meet 1<sup>st</sup> Sunday @ 2pm at the Clubhouse Tebo RD
- AV Grief Care Group Sundays 2-3pm @ Southside Comm Church of the Nazarene
- AV Museum – Knit Nights Thursdays 6-8pm
- Postpartum and Baby Group 1030-12 – Meet and engage with other postpartum families, all pieces of the family are invited – Bi-weekly Nov 13/27/Dec 11
- MISTLETOE MARKET @ THE GROVE NOV 6 to DEC 23
- 8-10** 52nd Annual Christmas in the Valley Craft Fair – Alberni Athletic 3-7/10-5/10-3
- 9** PA Photography Club's First Photo Walk – Blair Park 10am  
Watercolour Drop-in Session – United Church 10am – learn basic and advanced techniques, cost \$10 min donation  
Square Dance @ BC Hall hosted by AV Food Security Society 7pm Tix \$20
- 11** **REMEMBRANCE DAY CEREMONY @ Glenwood Centre 1030 start – reception at RCL afterwards**
- 12/13/14** PA Blood Donation event – BW Barclay 130-630
- 13** ACRD Waste Reduction Open House @ CCC Hall 5-7pm
- 14** Community Vegan Potluck @ AV United Church 530 Entertainment, everyone welcome
- 15** Wreath Making Fundraiser @ Black Sheep RFC 6pm Tix \$100 incl. appetizers & sweet treats – LADIES night
- 16** Christmas in the Country Craft Fair – CC Comm Hall 10-4  
Doobie Brothers experience at The Capitol 730 Tix @ Notable Music and King Ed LS
- 17** Alberni Athletic Hall Fall Fundraiser Community Garage Sale – 10am – no further details  
Wood Elementary Winter Vendor Fair 10-3 – Inclusive Playground fundraiser  
Silent Auction and Grey Cup Party @ RCL 5pm
- 18** Kids Centrepiece Workshop @ Shannon Farms – kids – tix \$15 – Pro-D day 10-3
- 20** PA Bingo Felt Story & Childcare Environment Tour – **Early childcare and Learning** AV Saplings Craig Rd
- 21** Christmas Night Market – AV Museum 6-9pm  
Family Feud Night @ RCL 7pm \$100 per team  
Local Jam Competition – Wesco Foods 10am-6pm - \$150 Grand Prize
- 22-24** The Merry makers Christmas Craft Fair @ RCL 2-4pm
- 23** Winter Market and Bake Sale – United Church  
Corb Lund Solo Acoustic Tour – ADSS 730pm Tix @ Echo \$50+SC
- 23/24** Miracle on 6<sup>th</sup> Ave Christmas Craft Fair – Italian Hall 10-4





**Heritage Commission Meeting**  
**November 6, 2024**  
**Minutes**

**28** Totem 69 Media Day – all media outlets invited – access to all Teams/Committees/Staff

**29** Harbour Quay Light Up 530-730 ADSS Band and Timbre Choir, lighting at 6pm

**December Activities Around Town**

**Dec 1** Christmas Market – Shannon Farms 10-2

**4** Christmas Meet Up and Toy Drive @ Boston Pizza – PA Neighbourhood Welcome 11am

**5** AV Pride AGM @ AV Multiplex 530-730 – 530-630 meeting followed by 1 hr of a Private Winter Wonderland skate

m. Museum

October:

- Current phase of Tower restoration is completed
- Exhibition: Aquaculture – on display till January 2025
- Guided Cemetery Tour – Oct. 5<sup>th</sup>
- Knit Nights at the Museum! – alternating Thursdays
- Spinning & Fibre Night at the Museum – alternating Thursdays
- Adult Lecture Series: The History of Capital Punishment in Canada – Oct. 17<sup>th</sup>
- Fright Night & Halloween Party at the Museum - Oct. 31
- Exploring Aquaculture: Porthole Crafting Workshop – Nov 2
- Remembrance Day Exhibit on display for two weeks over the holiday.

Upcoming:

- Researching Your Family Tree: War Edition Nov. 7, 6:00 - 7:30 pm
- Christmas Night Market at the Museum – Nov. 21 6:00 - 9:00 pm
- Exploring Aquaculture: Fish Workshop – Nov. 30, 10:00 – 11:00 am

n. Hupačasath First Nation – no report

o. čišaaʔath (Tseshah) First Nation – no report

6. Next Meeting

a. December 4th, 7pm (AV Museum)

7. Moved by Charles Mealey - to adjourn at 9:35pm.



Heritage Commission Meeting  
November 6, 2024  
Minutes

8. ATTACHMENT: BYLAW NO. 4959

**CITY OF PORT ALBERNI**

**BYLAW NO. 4959**

**A BYLAW TO ESTABLISH A COMMUNITY HERITAGE COMMISSION**

**WHEREAS** the Council of the City of Port Alberni, (hereinafter referred to as "the Council") has established the Alberni Valley Museum and McLean Mill National Historic Site;

**AND WHEREAS** Section 953 of the *Municipal Act*, R.S.B.C. 1996, Chapter 323 provides authority for City Council to establish a Community Heritage Commission;

**AND WHEREAS** it is deemed advisable to establish a Community Heritage Commission as an advisory body to City Council in heritage matters;

**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 "**Community Heritage Commission Bylaw 2018, Bylaw No. 4959**".

**2. Establishment and Name of Commission**

There is hereby established a Community Heritage Commission (hereinafter referred to as "the Commission").

**3. Composition of the Commission**

The Commission shall consist of 14 members, with the option of sending an alternate, as follows:

a) 1 member from each of the following:

- i) Alberni District Historical Society
- ii) Western Vancouver Island Industrial Heritage Society
- iii) Port Alberni Maritime Heritage Society
- iv) Council of the City of Port Alberni
- v) Board of Directors of the Regional District of Alberni-Clayoquot
- vi) Hupacasath First Nation
- vii) Tseshaht First Nation
- viii) Community Arts Council of the Alberni Valley;
- ix) Alberni Valley Chamber of Commerce.
- x) McLean Mill Society
- xi) Young Professionals of the Alberni Valley
- xii) Appointed by the Board of School Trustees of School District 70 (Alberni)
- xiii) Community at Large (1 member and 1 youth member)



**Heritage Commission Meeting  
November 6, 2024  
Minutes**

Bylaw No.4959  
Page 2

**4. Term of Appointment of Members of the Commission**

- a) The aforesaid members of the Commission shall be appointed, subject to approval by the Commission, as follows:
- i. The following shall appoint 1 member for 2 year terms:
    - i. Alberni District Historical Society
    - ii. Western Vancouver Island Industrial Heritage Society
    - iii. Port Alberni Maritime Heritage Society
    - iv. McLean Mill Society
    - v. Young Professionals of the Alberni Valley
    - vi. Hupacasath First Nation
    - vii. Tseshaht First Nation
    - viii. Alberni Valley Community Arts Council
    - ix. Alberni Valley Chamber of Commerce
  - ii. City Council shall appoint 1 member and 1 youth member of the community at large for a 2 year term
  - iii. The following shall appoint 1 member for a 1 year term:
    - i. Board of Trustees of School District 70 (Alberni)
    - ii. Council of the City of Port Alberni
    - iii. Board of Directors of the Regional District of Alberni-Clayoquot
- b) All members are voting members
- c) The Commission shall advise Council annually prior to the first day of February, of the names of all appointees to the Commission.

**5. Date of Commencement and Termination of Appointment**

Each member of the Commission shall hold office at the pleasure of the body appointing him or her to such office, and except as provided in Section 7 the term of office shall commence January 1<sup>st</sup> and terminate on December 31<sup>st</sup>. A member's term may hold over for a maximum of 2 months pending the naming of a successor. If a successor is not named within the said 2 months the office shall be deemed vacant.

**6. Vacancies**

An appointment to fill a vacancy on the Commission shall be for the unexpired term of the member creating the vacancy.

**7. Rules and Regulations Governing Meetings**

The following rules and regulations shall govern the meetings of the Commission:

- a) The Commission shall meet monthly, with the exception of July and August;
- b) At all such meetings a majority of the members of the Commission shall constitute a quorum;





**Heritage Commission Meeting**  
**November 6, 2024**  
**Minutes**

Bylaw No.4959  
Page 3

- c) In all cases where the votes of the members of the Commission then present, including the vote of the Chair or other member presiding, are equal for and against a question, the question shall be negatived, and it shall be the duty of the member presiding to so declare;
- d) No member of the Commission appointed under Section 4 a) iii) shall be eligible for election as Chair or Vice-Chair, and the Commission shall annually at its September meeting in each year, elect from amongst the rest of the members appointed under Section 4, a Chair and Vice-Chair, each of whom shall hold office for a period of 1 year or until a successor has been elected, and each shall have and carry out the duties normally attributed to such office;
- e) Robert's Rules of Order are hereby adopted; and
- f) The Commission may at any meeting, appoint a Committee or Committees for any specific purpose or purposes consistent with the provisions of this bylaw or any policy of the City of Port Alberni.

The Commission may make additional rules and regulations governing its procedures provided such rules and regulations are not inconsistent with this bylaw or any policy of the City of Port Alberni.

**8. Duties of the Commission**

The Commission shall:

- a) Advise on policies and objectives relating to operations of the Alberni Valley Museum, the McLean Mill National Historic Site and other community heritage resources;
- b) Advise Council with respect to any and all heritage issues, on behalf of heritage groups in the community and advise on specific heritage issues that may be referred to them by Council;
- c) Act in an advisory capacity to coordinate and support the interests of heritage groups in the Alberni Valley and liaise with these groups in forming recommendations to Council.

**9. Support Staff**

- a) The Commission shall be entitled to receive the services of the Manager of the Alberni Valley Museum or designate.
- b) The Commission shall keep minutes of each meeting.

**10. Transitional**

The provisions of this bylaw shall not affect the unexpired term of office of those members appointed to the Commission prior to the adoption of this bylaw.



**Heritage Commission Meeting  
November 6, 2024  
Minutes**

Bylaw No.4959  
Page 4

**11. Repeal**

The following Bylaws are hereby repealed:

Bylaw No's. 4687 and 4707.

READ A FIRST TIME THIS 26<sup>TH</sup> DAY OF FEBRUARY, 2018.

READ A SECOND TIME THIS 26<sup>TH</sup> DAY OF FEBRUARY, 2018.

READ A THIRD TIME THIS 26<sup>TH</sup> DAY OF FEBRUARY, 2018.

FINALLY ADOPTED THIS 12<sup>TH</sup> DAY OF MARCH, 2018.

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Clerk