



**Summary Report / Minutes of the Advisory Planning Commission Meeting
(Held on February 18, 2021
Via remote access through Zoom, at 12:00 p.m.)**

Commission Members Present

Ken McRae (Chair)
Ed Francoeur (Vice-Chair)
Stefanie Weber
Amy Anaka
Ed Francoeur
Callan Noye
Jim Tatoosh, Hupačasath F.N.

Councillor Deb Haggard, Council Liaison
Rob Gaudreault, Parks Liaison
Peter Dione, R.C.M.P. Liaison
Rick Newberry, P.A.F.D. Liaison

Regrets

Chris Washington, S.D.70 Liaison
John Douglas
Anderson/Bigmore, Tseshah (č išaa?ath) F.N.

Staff

Scott Smith, Dir. of Dev. Services/Deputy CAO
Katelyn McDougall, Manager of Planning
Brian McLoughlin, Development Planner
Cara Foden, Planning Technician

Guests

Members of the Public: None
Consultant, Rebecca Taylor

Alternates (not in attendance)

Larry Ransom (Alternate–SD70)
Councillor Helen Poon (Alternate–Council)
Ken Watts CEO Tseshah First Nation
Roger Nopper CEO Hupacasath Nation



1. Acknowledgements and Introductions –

- Acknowledgement, by the Chair, that this APC meeting is being held within the un-ceded, traditional territories of the Hupačasath and the Tseshah (č išaa?ath) First Nations.

2. Election of Chair and Vice-Chair for 2021

- Chair – Ken McRae Vice-Chair – Ed Francoeur

3. MINUTES - Adoption of December 17, 2020 Minutes

Motion:

That the City of Port Alberni Advisory Planning Commission adopt the minutes of the December 17, 2020 regular meeting as amended.

(Francoeur / Weber) CARRIED

4. PRESENTATION OF REPORT – Housing Needs Assessment

Rebecca Taylor, Consultant

- The Manager of Planning introduced Rebecca Taylor and proceeded to give a high level overview of the process undertaken to complete the Housing Needs Assessment Report which must be adopted by Council.
- Rebecca Taylor proceeded to present the report and findings of the Housing Needs Assessment Report undertaken in collaboration with the Alberni Clayoquot Regional District.
- Manager of Planning spoke about Next Steps for the report:
 - Take the report to Council
 - Using it to make informed decisions
 - Completing a review of the Official Community Plan

- Housing Strategy and Action Plan
- Develop processes for ongoing monitoring of housing needs in Port Alberni
- The Commission was invited to make comments. There were comments regarding Census data age, City running out of land, development on Burde St. (sewer) long term vision.
- Census data is five years old (2016). Manager of Planning indicated that there are challenges with the Federal demographic data however the Provincial and local housing data is up to date. Highlight most recent information when presented for Council.
- Other comments:
 - Owners selling properties for investment purposes has contributed to a shortage of housing in the community.
 - Senior's housing complexes are not plentiful.
 - Need for affordable, higher end rental housing.
 - City is not currently permitting detached secondary units. Having that policy in place would open up opportunity for increasing density because there are so many large lots. Would City consider permitting three dwelling units on a lot (house with Sec suite AND a detached unit)
 - Short Term Rentals - a set of recommendations was brought forward but City needs to go back and review these in light of new Bus. Lic. policies.

5. STATUS UPDATE:

What's been happening since the last APC meeting:

- Scott Smith – Director of Development Services / Deputy CAO
- UDRS workshop
- New rezoning, subdivision, and DP applications

Public Hearing – March 9th at 6:00 pm

- Cascadia Liquor Store – 10th Ave
- Single Family Home subdivision - Ravenhill Ave

Coming to Council

- Housing Needs Assessment - Report
- Rainbow Gardens (Housing Agreement)
- District Group (4000 Burde Street/Anderson Hill, Development Permit)
- 5546 Swallow Drive (Development Permit)
- Anderson and 14th Ave (Zoning amendment - 8 lots)

6. **OTHER BUSINESS** - The Chair and the Manager of Planning introduced Scott Smith as the City's new Dir. of Development Services/Deputy CAO. Scott gave a brief summary of his role and expressed his pleasure to be back in Port Alberni. Rick Newberry also introduced Andre Guerin as the new liaison for the P.A.F.D.

7. **ADJOURNMENT** – The meeting adjourned at 1:05 pm. The next meeting is scheduled for 12:00 pm on **March 18, 2021**.

(Francoeur / Noye) CARRIED

Ken McRae (Chair)

