

CITY OF PORT ALBERNI - MEETING SCHEDULE
MONDAY, DECEMBER 12, 2016

5:30 pm	Special In-Camera Meeting <i>@ Committee Room</i>	CLOSED TO PUBLIC
3:00 pm	Special Meeting of Council Re: Status Report <i>@ Council Chambers</i>	OPEN MEETING
7:00 pm	Regular Council Meeting <i>@ Council Chambers</i>	OPEN MEETING

DATES TO NOTE

Wed. Jan 4 7:00 pm	Alberni Valley Heritage Commission <i>@ Alberni Valley Museum</i>	OPEN MEETING
Thurs. Jan 5 4:30 pm	Food Security & Climate Disruption Committee <i>@ Committee Room</i>	OPEN MEETING
Mon. Jan 9 7:00 pm	Regular Council Meeting <i>@ Council Chambers</i>	OPEN MEETING

PLEASE NOTE CITY HALL HOLIDAY HOURS:

MONDAY, DECEMBER 19TH – OPEN – 8:30 AM – 4:30 PM
TUESDAY, DECEMBER 20TH – OPEN – 8:30 AM – 4:30 PM
WEDNESDAY, DECEMBER 21ST – OPEN – 8:30 AM – 4:30 PM
THURSDAY, DECEMBER 22ND – OPEN 8:30 AM – 4:30 PM
FRIDAY, DECEMBER 23RD – OPEN 8:30 AM – 4:30 PM

DECEMBER 26TH – 27TH – CLOSED

WEDNESDAY, DECEMBER 28TH – OPEN – 8:30 AM – 4:30 PM
THURSDAY, DECEMBER 29TH – OPEN – 8:30 AM – 4:30 PM
FRIDAY, DECEMBER 30TH – OPEN – 8:30 AM – 4:30 PM

MONDAY, JANUARY 2ND – CLOSED

TUESDAY, JANUARY 3RD – OPEN – 8:30 AM – 4:30 PM

A G E N D A

REGULAR MEETING OF COUNCIL

**MONDAY, DECEMBER 12, 2016 AT 7:00 PM
IN THE CITY HALL COUNCIL CHAMBERS**

The following pages list all agenda items received by the deadline. 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 refer to the City's website www.portalberni.ca or contact the City Clerk phone: (250 720-2810) or email: davina_hartwell@portalberni.ca

PRESENT:

A. CALL TO ORDER AND APPROVAL OF AGENDA (including introduction of late items)

The deadline for agenda items is 12 noon on the Wednesday before the scheduled regular meeting. Acceptance of late items is at the discretion of Council.

1. Recognition of Traditional Territories.
2. Late items identified by Councillors.
3. Late items identified by the City Clerk.

That the agenda be approved as circulated with the addition of late items as outlined.

B. ADOPTION OF MINUTES - Page 10

1. Special Meeting held at 3:00 pm, Regular Council Meeting held at 7:00 pm on November 28, 2016 and Annual Organizational Meeting held on December 5, 2016.

C. PUBLIC INPUT PERIOD

An opportunity for the public to address Council on topics of relevance to City Council. A maximum of four speakers for no more than three minutes each will be accommodated.

D. DELEGATIONS

1. McLean Mill Society - Page 24

Members of the board in attendance to provide additional information regarding the request from the Industrial Heritage Society for financial assistance to cover a shortfall of \$55,000.

E. UNFINISHED BUSINESS

Includes items carried forward from previous Council meetings.

F. STAFF REPORTS

Members of the public may be recognized by Council to speak to a report if the report is a response to their correspondence or an application.

1. Accounts

That the certification of the Director of Finance dated December 12, 2016 be received and the cheques numbered _____ to _____ inclusive, in payment of accounts totalling \$_____, be approved.

2. Director of Finance - Audit Committee - Page 25

That the minutes of the November 28, 2016 Audit Committee; the Responses to Questions arising from that meeting dated November 29, 2016, the Quarterly Analysis of Mayor and Council Travel and Convention Expenses ending September 30, 2016, the financial statements ending September 30, 2016 and the Vendor Cheque Register Report ending November 22, 2016, be received.

3. City Clerk - Public Hearing Report – November 28, 2016 - Page 69

That the report of the Public Hearing held November 28, 2016 regarding "Official Community Plan Amendment No. 22 (2720 Burde Street – Evans), Bylaw No. 4923", "Zoning Amendment No. 17 (2720 Burde Street – Evans), Bylaw No. 4924" and "Zoning Amendment No. 18 (4080 McBride Street – Lindsay), Bylaw No. 4925", be received.

4. City Clerk – Hupacasath First Nation Lease - Page 73

That Council for the City of Port Alberni authorize the Mayor and Clerk to enter into a lease with the Hupacasath First Nation for a portion of City owned land located at 4586 Victoria Quay for a five year term commencing January 1, 2017 at the current rent of \$1.00 for the term (upon completion of statutory notices).

5. Chief Administrative Officer / ACRD Chief Administrative Officer - Page 90

Report dated December 2, 2016 from the ACRD Chief Administrative Officer, Russell Dyson and Chief Administrative Officer, Tim Pley, identifying specific services the ACRD and CPA wish to explore.

That a joint ACRD Board – City of Port Alberni Council meeting be held to identify specific services the ACRD and CPA wish to explore, and develop an action plan to assess and implement practical solutions in a timely manner beginning with the 2017 work plan of each organization.

That the CAOs of the ACRD and CPA meet on a regular basis to review opportunities for sharing resources at the time of hiring and/or contracts for services in consideration of the potential for shared efficiencies and for the purpose of fostering information sharing and problem solving among like departments with an annual report to the board / council to describe realized opportunities. The CAOs may at their discretion involve other ACRD and CPA staff members where that is deemed appropriate.

6. City Clerk – Tag Days - Page 105

Report dated December 7, 2016 including a chart of proposed tag day allocations for 2017 to be approved by resolution of City Council.

That Council for the City of Port Alberni approve the 2017 tag day allocations outlined in the report from the City Clerk dated December 7, 2016.

7. Director of Community Services – Community Investment Program 2017 – Recommendations - Page 108

Report dated December 5, 2016 providing the recommendations of the committee for the 2017 Community Investment Program.

That the report dated December 5, 2016, be received and Council for the City of Port Alberni approve the 2017 Community Investment Program recommendations of the Grant Review Committee.

That Council for the City of Port Alberni approve the use of designated 'youth' funds for youth related applications and approve the recommendations of the Grant Review Committee.

8. Manager of Economic Development – Sprout Program - Page 116

Report dated December 12, 2016 providing an interim status report on the Sprout Program.

That the report dated December 12, 2016 providing an interim status report on the Sprout Program, be received.

9. City Planner – Draft Request for Proposal – Gertrude Street - Page 126

Report dated December 7, 2016 providing a draft Request for Proposals on a portion of City of Port Alberni owned property on Gertrude Street.

That the report from the City Planner dated December 7, 2016, be received.

Council direction is requested.

10. Chief Administrative Officer – BikeBC Grant Application - Page 142

Report dated December 7, 2016 requesting Council's direction regarding the submission of a grant application to BikeBC to support the development of separated shared-use paths along Stamp Avenue.

That the Chief Administrative Officer's report dated December 7, 2016, be received and Council for the City of Port Alberni approve the submission of a grant application to BikeBC for separated shared-use paths on Stamp Ave between Redford Street and Roger Street, with the City's matching contribution of \$100,000 being funded from the Carbon Fund.

11. Managers' Monthly Reports

Providing information about current departmental operations.

Planning Department - Page 144

That the monthly report from the City Planner providing information about current departmental operations, be received.

G. 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 Council meetings. Each reading enables council to reflect on the bylaw before proceeding further.

1. City Clerk – December 5, 2016 Public Hearing Report - Page 145

That the report of the Public Hearing held December 5, 2016 regarding Bylaw No. 4926 and 4927, be received.

“Official Community Plan Amendment No. 23 (5350 Russell Street – Rainbow Gardens), Bylaw No. 4926”

That "Official Community Plan Amendment No. 23 (5350 Russell Street – Rainbow Gardens), Bylaw No. 4926", be read a third time.

**“Zoning Amendment No. 19 (5350 Russell Street – Rainbow Gardens),
Bylaw No. 4927”**

That “Zoning Amendment No. 19 (5350 Russell Street – Rainbow Gardens), Bylaw No. 4927”, be read a third time.

*** Recess ***

H. CORRESPONDENCE FOR ACTION

All correspondence addressed to the Mayor and Council by an identifiable citizen is included on an Agenda. Action items are those asking for a specific request of Council and will be provided a response.

I. PROCLAMATIONS

J. INFORMATIONAL CORRESPONDENCE

Correspondence which provides information to Council but does not make a specific request or topics that are not relevant to city services and responsibilities are included.

1. Air Quality Council Meeting - Page 179

The minutes of the October 13th and November 17th, 2016 meetings.

2. British Columbia Community Achievement Awards - Page 186

Information received regarding nominations for BC Community Achievement Award. Nomination deadline is January 20, 2017.

3. Employment and Social Development Canada - Page 187

Email dated December 5, 2016 advising of the call for nominations for Canada's Volunteer Awards is now open until February 3, 2017.

4. POLIS Project on Ecological Governance - Page 188

Letter dated November 21, 2016 providing a copy of the University of Victoria's POLIS Water Sustainability Project, *Top 5 Water Challenges That Will Define British Columbia's Future*. The full report is available at:
<http://poliswaterproject.org/topfivechallenges>.

5. Vancouver Island Regional Library - Page 191

Latest edition of "From the Board Table".

6. Food Security and Climate Disruption Committee - Page 198

The minutes of the November 3, 2016 meeting.

That Informational Correspondence items numbered 1 through 6 be received and filed.

K. REPORT FROM IN-CAMERA

L. COUNCIL REPORTS

1. Mayor's Report

That the Mayor's verbal report be received.

2. Regional District Report (Mayor Ruttan/Councillor McLeman)

That the Regional District verbal report be received.

3. Councillors' Reports

That the Councillors' verbal reports be received.

M. NEW BUSINESS

An opportunity for the Mayor or Council to raise issues as a result of the business of the meeting or to identify new items for subsequent meetings.

1. BC Chamber of Commerce Premier and Cabinet Luncheon

That Council for the City of Port Alberni authorize the travel and associated expenses for Councillor McLeman to attend the BC Chamber of Commerce Premier and Cabinet Luncheon on December 13, 2016 at the Fairmont Waterfront, Vancouver.

N. QUESTION PERIOD

An opportunity for the public and the press to ask questions of the Mayor and Council.

O. ADJOURNMENT

That the meeting adjourn at pm.

**MINUTES OF A SPECIAL MEETING OF COUNCIL
HELD MONDAY, NOVEMBER 28, 2016 AT 3:00 PM
IN THE CITY HALL COUNCIL CHAMBERS**

PRESENT: Mayor Ruttan, Councillors Alemany, McLeman, Minions, Paulson, Sauvé and Washington

A. APPROVAL OF AGENDA

It was moved and seconded:

That the agenda be approved as circulated.

CARRIED

B. DELEGATION

1. Nene Kraneveldt – Arts, Culture & Heritage Plan

Nene Kraneveldt attended to discuss the engagement process regarding the creation of an Arts, Culture & Heritage Plan for the City of Port Alberni and to obtain feedback from Council.

In response to questions from Mrs. Kraneveldt, Council provided input regarding the arts, culture and heritage sectors, including their vision, strategic partnerships, roles and responsibilities, desired accomplishments, and key stakeholder involvement.

C. ADJOURNMENT

It was moved and seconded:

That the meeting adjourn at 3:58 p.m.

CARRIED

CERTIFIED CORRECT

Mayor

Clerk



J:\Clerks\Council\RegularCouncilMeetings\Minutes\Nov28_SpecialMtg_ArtsCultureHeritagePlan_3pm_jmac.docx

**MINUTES OF REGULAR MEETING OF COUNCIL
MONDAY, NOVEMBER 28, 2016 AT 7:00 PM
IN THE CITY HALL COUNCIL CHAMBERS**

PRESENT: Mayor Ruttan; Councillors Alemany, McLeman, Minions, Paulson, Sauvé and Washington

A. CALL TO ORDER AND APPROVAL OF AGENDA

It was moved and seconded:

That the agenda be approved as circulated with the addition of amended bylaws for McLean Mill Society under F. 3 as outlined.

CARRIED

B. ADOPTION OF MINUTES

It was moved and seconded:

That the minutes of the Special Meeting held at 4:00 pm and Regular Council Meeting held at 7:00 pm on November 14, 2016, be adopted.

CARRIED

C. PUBLIC INPUT PERIOD

None

D. DELEGATIONS

1. Introduction of new Fire Chief

The Chief Administrative Officer introduced new Fire Chief, Kelly Gilday, who commenced in his position today.

E. UNFINISHED BUSINESS

1. Chief Administrative Officer – Industrial Heritage Society Request for Funding

The CAO advised the McLean Mill Board of Management is currently reviewing the request from the IHS for \$55,000 to cover a financial shortfall and will provide their recommendation to Council at the next regular meeting.

F. STAFF REPORTS

1. Accounts

It was moved and seconded:

That the certification of the Director of Finance dated November 28, 2016 be received and the cheques numbered 137165 to 137322 inclusive, in payment of accounts totalling \$473,417.49, be approved.

CARRIED

2. City Clerk – Alberni Valley Community Forest

It was moved and seconded:

That Council for the City of Port Alberni appoint Les Strachan as a Director of the Alberni Valley Community Forest Corporation effective December 1, 2016, representing the Sproat Lake Electoral Area as nominated by Penny Cote, ACRD Director, Area 'D'.

CARRIED

3. City Clerk – McLean Mill Society

The City Clerk provided amended Bylaws for consideration.

It was moved and seconded:

That the report from the City Clerk dated November 18, 2016 be received, and in regards to incorporation of the McLean Mill Society, the City of Port Alberni be confirmed the only member and Council for the City of Port Alberni endorse the Constitution, Bylaws, First Directors and the Registered Office as outlined.

CARRIED

4. Chief Administrative Officer – McLean Mill Society – Early Approval of Portion of Budget

It was moved and seconded:

That the report from the CAO dated November 23, 2016 be received, and Council for the City of Port Alberni provide an advance to the McLean Mill Society of \$50,000 as a portion of the 2017 McLean Mill operating grant on January 1, 2017.

CARRIED

5. City Clerk – Western Forest Products – Cameron Shops Fire Protection Agreement

It was moved and seconded:

That Council for the City of Port Alberni approve the Agreement with Western Forest Products as presented for the provision of fire suppression and medical first responder services for the Cameron Shops facility on Franklin River Road, and that the Mayor and City Clerk be authorized to sign the Agreement on the City's behalf.

CARRIED

6. Director of Community Services – Community Investment Program 2016 - Late Request

It was moved and seconded:

That the report from the Director of Community Services dated November 22, 2016, be received and Council for the City of Port Alberni approve the request from the Alberni Valley Hospice Society for an in-kind grant of \$630.00 for use of 2 tents and a cash grant of \$1,500.00 towards the costs of fireworks for the Blue Marlin Sail Past.

CARRIED

7. Director of Finance – Amended Canada – British Columbia Clean Water and Wastewater Fund Grant Application, City of Port Alberni Somass Estuary Environmental Stewardship Program

It was moved and seconded:

That the resolution endorsed by Council at the November 14th regular meeting of Council be rescinded.

CARRIED

It was moved and seconded:

That Council for the City of Port Alberni support the City of Port Alberni Somass Estuary Environmental Stewardship Program grant application (Project #216) through the Canada – British Columbia Clean Water and Wastewater Fund of \$6,895,210 with funds of \$4,404,790 from the Municipal Finance Authority; and commit to funding operations, maintenance, and plans for replacement of the City of Port Alberni Somass Estuary Environmental Stewardship Program infrastructure and further confirm that this project could not proceed without program funding and/or that the full scope of this project would not otherwise have been undertaken in fiscal years 2016-17 or 2017-18.

CARRIED

8. Current Status Report

It was moved and seconded:

That the Current Status Report be received.

CARRIED

9. Managers' Monthly Reports

Economic Development

It was moved and seconded:

That the monthly report from the Economic Development Manager providing information about current departmental operations, be received.

CARRIED

Community Services (Parks, Recreation & Heritage)

It was moved and seconded:

That the monthly report from the Community Services Director providing information about current departmental operations, be received.

CARRIED

It was moved and seconded:

That Council for the City of Port Alberni support community groups organizing community events to celebrate Canada's 150th Birthday and/or the 50th Anniversary of the Amalgamation of Port Alberni through the Community Investment Program structure once the program budget is confirmed.

CARRIED

G. BYLAWS

1. City Clerk – November 28, 2016 Public Hearing Report

It was moved and seconded:

That the verbal report of the Public Hearing held November 28, 2016 regarding Bylaws #4923, #4924 and #4925, be received.

CARRIED

"Official Community Plan Amendment No. 22 (2720 Burde Street - Evans), Bylaw No. 4923"

It was moved and seconded:

That "Official Community Plan Amendment No. 22 (2720 Burde Street – Evans), Bylaw No. 4923", be read a third time.

CARRIED

"Zoning Amendment No. 17 (2720 Burde Street - Evans), Bylaw No. 4924"

It was moved and seconded:

That "Zoning Amendment No. 17 (2720 Burde Street – Evans), Bylaw No. 4924", be read a third time.

CARRIED

“Zoning Amendment No. 18 (4080 McBride Street - Lindsay), Bylaw No. 4925”

It was moved and seconded:

That “Zoning Amendment No. 18 (4080 McBride Street – Lindsay), Bylaw No. 4925”, be read a third time.

CARRIED

2. “Five Year Financial Plan Bylaw 2016-2020, Amendment No. 1, Bylaw No. 4928”

It was moved and seconded:

That “Five Year Financial Plan Bylaw 2016-2020, Amendment No. 1, Bylaw No. 4928”, be now finally adopted, signed by the Mayor and Clerk, sealed with the corporate seal and numbered 4928.

CARRIED

3. City Clerk/City Planner - “Bylaw Offence Notice Enforcement Bylaw, 2016, Bylaw No. 4929”

It was moved and seconded:

That the report from the City Clerk and the City Planner dated November 28, 2016 regarding implementation of the Bylaw Adjudication System, be received.

CARRIED

It was moved and seconded:

That “Bylaw Offence Notice Enforcement Bylaw, 2016, Bylaw No. 4929”, be now introduced and read a first time.

CARRIED

It was moved and seconded:

That “Bylaw Offence Notice Enforcement Bylaw, 2016, Bylaw No. 4929”, be read a second time.

CARRIED

It was moved and seconded:

That “Bylaw Offence Notice Enforcement Bylaw, 2016, Bylaw No. 4929”, be read a third time.

CARRIED

H. CORRESPONDENCE FOR ACTION NIL

I. PROCLAMATIONS

1. ISACA Vancouver

It was moved and seconded:

That the email dated November 16, 2016 from ISACA Vancouver requesting that January 30th – February 10th, 2017 be proclaimed as “BC Aware Days 2017: Be Secure, Be Aware, days” in Port Alberni, be received and the days proclaimed as requested.

CARRIED

J. INFORMATIONAL CORRESPONDENCE

1. City of Richmond

Copy of a letter dated October 17, 2016 to Premier Christy Clark and Minister of Transportation and Infrastructure outlining the City of Richmond’s concerns regarding the bridge project to replace the George Massey Tunnel.

2. RCMP - Municipal Policing Agreement

Letter dated November 17, 2016 providing expenditures to October 31, 2016.

3. Minister of Foreign Affairs

Email dated November 20, 2016 providing a statement on Universal Children’s Day, reaffirming its commitment to protecting and promoting the rights of children.

4. Five Year Financial Plan Public Input

- Letter dated November 4, 2016 from Elizabeth Cloughton providing thoughts for consideration in regards to the City’s budget.

5. Unifor Local 592

Letter dated November 10, 2016 voicing safety concerns regarding the crosswalk on Stamp Avenue. (Referred to Manager of Operations for action)

6. Jane Armstrong

Letter dated November 22, 2016 expressing concern regarding the recent legal challenge to School District #70's initiative to promote cultural understanding of First Nations.

7. Union of British Columbia Municipalities

Letter dated November 18, 2016 advising of the second Gas Tax Agreement Community Works Fund payments for the fiscal year 2016/17 in the amount of \$400,490.96.

It was moved and seconded:

That Informational Correspondence items numbered 1 through 7 be received and filed.

CARRIED

K. REPORT FROM IN-CAMERA NIL

L. COUNCIL REPORTS

1. Mayor's Report

It was moved and seconded:

That the Mayor's verbal report be received.

CARRIED

2. Regional District Report (Mayor Ruttan/Councillor McLeman)

It was moved and seconded:

That the Regional District verbal report be received.

CARRIED

3. Councillors' Reports

It was moved and seconded:

That the Councillors' verbal reports be received.

CARRIED

M. NEW BUSINESS

1. Transit Services

(Notice of Motion provided November 14, 2016)

It was moved and seconded:

That Council for the City of Port Alberni direct staff to assist in investigating linkages between the City of Port Alberni and Regional District of Nanaimo BC Transit services.

CARRIED

N. QUESTION PERIOD

The public and press was afforded an opportunity to ask questions of the Mayor and Council.

O. ADJOURNMENT

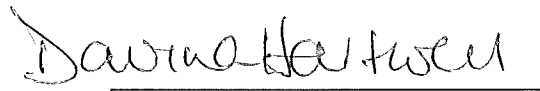
It was moved and seconded:

That the meeting adjourn at 8:29 pm.

CARRIED

CERTIFIED CORRECT

Mayor



Clerk

**MINUTES OF THE ANNUAL ORGANIZATIONAL MEETING OF COUNCIL
HELD MONDAY, DECEMBER 5, 2016 AT 7:00 PM
IN THE CITY HALL COUNCIL CHAMBERS**

PRESENT: Mayor Ruttan, Councillors Alemany, McLeman, Minions, Paulson, Sauvé and Washington

A. APPROVAL OF AGENDA (including introduction of late items)

It was moved and seconded:

That the agenda be approved as circulated.

CARRIED

B. REPORTS

1. Mayor - Annual Address

It was moved and seconded:

That the City Council Annual Address, presented by the Mayor, be received.

CARRIED

2. 25 Year Employee Recognition Awards

Presentation of 25 Year Employee Recognition awards to:

Karry Berke
Gerald McCoombs
Joe Pistotnik
Roberto Polles
Scott Burrows

3. Regional District Directors

It was moved and seconded:

That Council for the City of Port Alberni appoint Mayor Ruttan (allocated 5 votes) and Councillor McLeman (allocated 4 votes), to the positions of Director of the Alberni Clayoquot Regional District. Alternates shall be (in order):

***Councillor Minions
Councillor Alemany
Councillor Sauvé
Councillor Washington
Councillor Paulson***

Note: Where one alternate attends a meeting, they are allocated the voting strength of the Director they replace. Where two alternates attend as Directors, the larger voting share shall be assigned to the Councillor appearing first on the above list.

CARRIED

4. Vancouver Island Regional Library Board

It was moved and seconded:

That Councillor Minions be appointed to the Vancouver Island Regional Library Board for a term of one year, January 1 to December 31, 2017 and that Mayor Ruttan be appointed as the alternate.

CARRIED

5. McLean Mill Society

Councillor Minions declared a perceived conflict of interest due to her husband's application to the Board of Directors for the McLean Mill Society and left the meeting at 7:25 p.m.

It was moved and seconded:

That Council for the City of Port Alberni appoint Jolleen Dick, Colin Minions and Dewayne Parfitt as Directors of the McLean Mill Society.

CARRIED

Councillor Minions returned to the meeting at 7:28 p.m.

6. Food Security and Climate Disruption Committee – Terms of Reference

It was moved and seconded:

That Council for the City of Port Alberni endorse the Food Security and Climate Disruption Committee Terms of Reference, as amended.

CARRIED

7. Appointments to Committees and Commissions

It was moved and seconded:

That the appointments to Committees and Council representatives to public bodies, commissions and select committees, be adopted as circulated.

CARRIED

8. SCHEDULES OF MEETINGS

Adoption of Council/Committee Meeting Schedules

a) Regular Meetings

It was moved and seconded:

That the 2017 Annual Regular Meeting Schedule of City Council be approved as circulated.

CARRIED

b) Committee/Commission Meetings

It was moved and seconded:

That the 2017 meeting schedules for the Advisory Planning Commission, Alberni Valley Heritage Commission, Audit Committee, Advisory Traffic Committee, Food Security & Climate Disruption Committee and Seniors Advisory Committee be approved as circulated.

CARRIED

9. Mayor - Closing Remarks

C. ADJOURNMENT

It was moved and seconded:

That the meeting adjourn at 7:35 p.m.

CARRIED

CERTIFIED CORRECT

Mayor



Clerk

Recommendation from the McLean Mill Society Board of Directors RE: Industrial Heritage Society Request for Financial Assistance

The Board of Management recognizes their influence in the decision made by WVIIHS to purchase a commercial kitchen for McLean Mill, and believes a commercial kitchen to be an asset to McLean Mill moving forward.

The Board of Management recommends to City Council that the City pay \$15,000 to the commercial kitchen vendor which represents a payment due by December 31st 2016, and pay a further \$10,000 to WVIIHS to compensate WVIIHS for the down payment that they made for the commercial kitchen.

The Board of Management has no further recommendation with regard to the WVIIHS' November 14th, 2016 request for funds.

**City of Port Alberni
Audit Committee
Minutes from a Meeting held Monday, November 28, 2016 at 4:00 pm
in the City Hall Committee Room**

Present: Councillor Dan Washington, Chair
Councillor Denis Sauvé
Councillor Chris Alemany

Resource Staff: Tim Pley, CAO
Cathy Rothwell, Director of Finance
Theresa Kingston, Director of Community Services

Media: Dave Wiwchar, Peak Radio

A. Adoption of Agenda

*Sauvé/ Alemany
That the agenda be adopted as circulated.*

Carried

B. Minutes

*Sauvé /Alemany
That the minutes of the August 8, 2016 Audit Committee Meeting be adopted as circulated.*

Carried

C. Responses to questions arising from the August 8, 2016 Audit Committee Meeting

*Alemany/Sauvé
That the report dated August 23, 2016 from the Director of Finance responding to questions arising from the August 8, 2016 meeting, be received.*

Carried

D. Quarterly Analysis of Mayor and Council Travel and Convention Expenses (September 30, 2016)

*Sauvé/Alemany
That the Mayor and Council Travel and Development Expenses report for the period ending September 30, 2016 be received.*

Carried

E. Reports

The Director of Finance did not deem any of the items out of the ordinary so no summary was prepared.

General Revenue Fund by Department

Alemaný/Sauvé

That the General Revenue Fund report for September 30, 2016 be received.

Carried

Water Revenue Fund

Sauvé/Alemaný

That the Water Revenue Fund report for September 30, 2016 be received.

Carried

Sewer Revenue Fund

Sauvé/Alemaný

That the Sewer Revenue Fund report for September 30, 2016 be received.

Carried

General Capital Fund

Sauvé/Alemaný

That the General Capital Fund report for September 30, 2016 be received.

Carried

Water Capital Fund

Sauvé/Alemaný

That the Water Capital Fund report for September 30, 2016 be received.

Carried

Sewer Capital Fund

Sauvé /Alemaný

That the Sewer Capital Fund report for September 30, 2016 be received.

Carried

F. Vendor Cheque Register Report

Sauvé/Alemaný

That the Vendor Cheque Register Report dated August 3, 2016 through November 22, 2016 be received, and questions arising from the Cheque Register be addressed in a report at the December 12, 2016 Regular Council Meeting.

Carried

G. Other Competent Business

Questions/information requests raised by the Audit Committee:

- 1. Details of cheque no. 136671 to Viridian Energy Cooperative.*
- 2. Details of cheque no. 136002 to Guy Cicon.*
- 3. Details of cheque no. 136444 to Rocky Mountain Phoenix.*
- 4. Details of cheque no. 135911 to DKI Services Ltd.*
- 5. Details of cheque no. 137088 Eecol Electric.*

I. Question Period

There were none.

J. Next Meeting

The next meeting will be on February 27, 2017 at 4:00 pm in the Committee Room.

K. Adjournment

Sauvé/Aleman

That the meeting be adjourned at 4:20 pm.

Carried

Respectfully submitted,

Councillor Dan Washington, Chair

Davina Hartwell, City Clerk



CITY OF PORT ALBERNI M E M O R A N D U M

To: Tim Pley, A/CAO
From: Cathy Rothwell, Director of Finance
Copy: Mayor and Council
Date: November 29, 2016

Subject: Responses to questions arising from the November 28, 2016 Audit Committee Meeting
--

The following is in response to questions raised by the Committee at the November 28, 2016 Audit Committee Meeting:

The Audit Committee requested detail on the following items:

- General Capital Fund Report, Account 48822, Transfers to Reserves. ***The balance of \$2,522.00 consists of 2 transfers of sale proceeds to the Equipment Replacement Reserve Fund. The proceeds are from the sale of the 1995 Ford Vans, nos. 159 and 160.***
- Cheque no. 136671 payable to Viridian Energy Cooperative for \$5,885.97. ***Payment for solar panel system design, components, and installation at the Bainbridge Water Treatment Plant.***
- Cheque no. 136002 payable to Guy Cicon for \$990.11. ***Reimbursement for travel expenses for conference and meetings.***
- Cheque no. 136444 payable to Rocky Mountain Phoenix for \$1,147.23. ***Payment for Fireade concentrate (fire suppression foam).***

- Cheque no. 135911 payable to DKI Services Ltd. for \$21,000.07.
Payment for 10,929 lineal meters of crack sealing: Josephine Street (River Road to Beaver Creek Road); Compton Road (Beaver Creek Road to new bridge); and Lathom Road (Gertrude Street to Ian Avenue).
- Cheque no. 137088 payable to Eecol Electric for \$132,878.96.
Payment for 540 LED streetlight replacements.

Respectfully submitted,



Cathy Rothwell
Director of Finance

2016 Council Travel and Development

Date	Event	Location	Mayor Ruttan	Councillor Allemany	Councillor Minions	Councillor McLeman	Councillor Paulson	Councillor Sauve	Councillor Washington	General	Total
1-Jan	2016 UBCM Registration	Nanaimo	210.07	210.07	210.07	210.07	210.07	210.07	210.07		
12-Jan	Truck Loggers Association - Leaders Lunch	Vancouver				110.00	447.66				
21-Jan	VI Business Excellence Awards Ceremony - Travel	Nanaimo	91.80								
27-Jan	Chamber of Commerce Meeting	Port Alberni	27.94								
1-Feb	BCEDA Minister's dinner - travel expenses	Vancouver	288.82		181.48						
1-Feb	Lunch meeting - Council and staff	Vancouver	66.78								
3-Feb	Mayor's Breakfast Meeting - Best Western Barclay	Port Alberni	301.32								
5-Feb	Local Government Leadership Academy	Vancouver					709.33	509.24			
16-Feb	Columbia Institute - Higher Ground Conference registration	Vancouver	325.00								
16-Feb	FCM - Registration (June 2-5)	Winnipeg	815.00	815.00		815.00					
22-Feb	FCM - Flight	Winnipeg	565.49	565.49		565.49					
25-Feb	Small Business BC Awards Ceremony - Hotel - Coal Harbour Coast	Vancouver	178.92								
25-Feb	Small Business BC Awards Ceremony - Travel expenses	Vancouver	245.53								
26-Feb	AVICC - AGM registration (April 8-10)	Nanaimo	239.00	251.00	199.00	199.00	271.00	219.00	251.00		
11-Mar	20 Under 40 Registration fee	Nanaimo	102.00								
17-Mar	BC Community Forest Conference - Registration	Lake Cowichan	212.60	212.60		424.60	452.31				
31-Mar	Meeting with MP North Vancouver	Vancouver	354.81								
End of 1st Quarter			4,025.08	2,054.16	590.55	2,324.16	2,090.37	938.31	461.07		12,483.70
1-Apr	Higher Ground Conference / 20 Under 40 - Travel Expenses	Harrison / Nan.	472.50								
8-10 Apr	AVICC (Apr 8-10) - Travel Expenses	Nanaimo	97.25	505.54	453.71	382.93	245.72	207.36	451.38		
19-Apr	Meeting with Loretta Chow - Travel Expenses	Vancouver	369.22								
22-Apr	Canada 150 Provincial Forum - Travel Expenses	Victoria	387.03								
23-Apr	Pre-pay - 2017 AVICC Conference - accomodation		152.55	141.25	141.25	141.25	141.25	141.25	141.25		
4-May	Mayor's Breakfast Meeting - Best Western (WFP to reimburse)	Port Alberni	456.42								
4-May	Visit to Kilby Historic Site - Travel expenses	Vancouver	440.15			80.59					
5-May	Lunch meeting with Loretta Chow	Port Alberni	65.65								
23-May	Cumberland Victoria Day Parade - Travel expenses	Cumberland	110.00								
26-28 May	BCCFA Conference (May 26-28) - Travel Expenses	Lake Cowichan	86.35			259.05					
27-May	Meeting with Loretta Chow - Travel Expenses	Vancouver	310.00								
10-Jun	AV Chamber of Commerce lunch	Port Alberni	28.30								
15-Jun	Meeting with Washington Group/Seaspan	North Van.	343.81								
17-Jun	Client Conference - Harris	Vancouver	208.76								
24-Jun	FCM - Travel Expenses (June 2-6)	Winnipeg	813.52	852.32		754.43					
End of 2nd Quarter			8,366.59	3,553.27	1185.51	3,942.41	2,477.34	1,286.92	1,053.7		21,865.74
12-Jul	Meeting with Metro Vancouver Port	Vancouver	307.76								
1-Aug	Comox Nautical Days Parade & Ceremony	Comox	119.9								
	UBCM Convention registration (Sept 26-30)	Victoria	665	665	695		725	525	755		
29-Aug	Lunch Meeting - Loretta Chow & Feng Yang	Port Alberni	171.2								
27-Sep	UBCM Convention (Sept 26-30) - Expenses	Victoria	963.23	1068.03	878.08		1539.5	1097.9	409.15		
End of 3rd Quarter			10,593.68	5,286.30	2,758.59	3,942.41	4,741.84	2,909.82	2,217.85		32,450.49
End of 4th Quarter											
TOTAL - Year to Date			10,593.68	5,286.30	2,758.59	3,942.41	4,741.84	2,909.82	2,217.85		32,450.49
			FCM	6,561.74	AVICC	\$4,972.9	UBCM	11,456.38	Budget		50,900.00
									Balance		18,449.51
Total - 1st Quarter (January - March 2016)			4,025.08	2,054.16	590.55	2,324.16	2,090.37	938.31	461.07		12,483.70
Total - 2nd Quarter (April - June 2016)			4,341.51	1,499.11	594.96	1,618.25	386.97	348.61	592.63		9,382.04
Total - 3rd Quarter (July - September 2016)			2,227.09	1,733.03	1,573.08	0.00	2,264.50	1,622.90	1,164.15		10,584.75
Total - 4th Quarter (October - December 2016)											
TOTAL - Year to Date			10,593.68	5,286.30	2,758.59	3,942.41	4,741.84	2,909.82	2,217.85		32,450.49

CITY OF PORT ALBERNI
GENERAL REVENUE FUND BY DEPARTMENT
For the Nine Months Ending September 30, 2016
For Management Purposes Only

	September	Budget	Variance	% Variance	Prior Year	Budget
GENERAL ADMINISTRATION						
Revenue						
011111 General Purposes - Taxes	(\$21,130,448.38)	(\$21,140,053.00)	\$9,604.62	(0.05%)	(\$20,629,559.29)	(\$20,631,010.00)
011112 Debt Purposes - Taxes	(363,877.51)	(364,071.00)	193.49	(0.05%)	(324,063.59)	(324,107.00)
011211 Special Area Levy	(9,040.89)	(10,500.00)	1,459.11	(13.90%)	(5,436.92)	(6,120.00)
011910 Utility Tax	(121,830.79)	(122,600.00)	769.21	(0.63%)	(125,609.40)	(130,000.00)
012110 Federal Buildings	(550.42)	(10,000.00)	9,449.58	(94.50%)	(2,091.73)	(10,000.00)
012210 Federal CBC Grant	(2,247.40)	(2,000.00)	(247.40)	12.37%	(2,140.94)	(2,000.00)
012310 Provincial Gov't Grant		(45,000.00)	45,000.00	(100.00%)		(45,000.00)
012410 B.C. Hydro	(638,137.87)	(600,000.00)	(38,137.87)	6.36%	(631,752.58)	(600,000.00)
012411 Public Housing Grant In Lieu of Taxes	(62,803.50)	(60,000.00)	(2,803.50)	4.67%	(64,248.34)	(60,000.00)
012910 University of Victoria Grant In Lieu of Taxes	(217.00)	(200.00)	(17.00)	8.50%		(200.00)
014120 Administration Service Charge	(27,038.06)	(35,202.00)	8,163.94	(23.19%)	(26,251.16)	(73,943.00)
014560 Economic Development	(28,833.00)	(22,500.00)	(6,333.00)	28.15%		(22,500.00)
015110 Prof. & Business Licence Fees	(129,938.00)	(120,000.00)	(9,938.00)	8.28%	(93,939.68)	(140,000.00)
015160 Dog Licence Fees	(7,250.00)	(10,000.00)	2,750.00	(27.50%)	(9,427.50)	(12,000.00)
015190 Vacant Building, Licence/Permit		(4,000.00)	4,000.00	(100.00%)	2,000.00	(8,000.00)
015210 Bylaw Fines and Parking Tickets	(3,659.86)	(10,000.00)	6,340.14	(63.40%)	(4,647.59)	(10,000.00)
015510 Interest On Investments	(171,045.40)	(220,000.00)	48,954.60	(22.25%)	(130,410.86)	(220,000.00)
015590 Other Interest	(17,338.89)	(29,000.00)	11,661.11	(40.21%)	(21,286.80)	(18,000.00)
015611 Current Tax Penalties	(80,311.11)	(110,000.00)	29,688.89	(26.99%)	(80,068.40)	(100,000.00)
015621 Arrears & Delinquent Tax Interest	(28,794.34)	(26,000.00)	(2,794.34)	10.75%	(25,495.13)	(28,000.00)
015930 Miscellaneous - Other Revenue	(53,208.74)	(89,600.00)	36,391.26	(40.62%)	(109,294.93)	(100,000.00)
016212 Small Community Protection Grant	(315,556.00)	(259,000.00)	(56,556.00)	21.84%	(258,905.00)	(235,000.00)
016214 Revenue Sharing-Traffic Fines	(380,904.00)	(366,000.00)	(14,904.00)	4.07%	(366,761.00)	(330,000.00)
016215 Community Gaming Funds		(445,000.00)	445,000.00	(100.00%)		(390,000.00)
018120 Grant Funding-UBCM/FCM				0.00%	(10,000.00)	
018121 Grants - Other Governments		(10,000.00)	10,000.00	(100.00%)		
Total General Administration Revenue	(23,573,031.16)	(24,110,726.00)	537,694.84	(2.23%)	(22,919,390.84)	(23,495,880.00)
Expenses						
021110 Mayor - Indemnity	31,152.36	43,733.00	(12,580.64)	(28.77%)	29,979.13	43,300.00
021130 Councillors - Indemnity	85,075.79	116,298.00	(31,222.21)	(26.85%)	80,118.48	115,146.00
021190 Receptions And Other Services	26,186.78	40,200.00	(14,013.22)	(34.86%)	33,433.89	35,000.00
021211 City Manager	187,490.08	280,800.00	(93,309.92)	(33.23%)	134,941.47	199,500.00
021212 Municipal Clerk	299,356.01	406,317.00	(106,960.99)	(26.32%)	267,995.47	374,984.00
021215 Legal Services	61,876.62	40,000.00	21,876.62	54.69%	9,159.49	40,000.00
021216 By-Law Enforcement	69,829.84	90,600.00	(20,770.16)	(22.93%)	70,042.79	93,600.00
021217 By-Law Enforcement Vehicle	6,441.59	8,815.00	(2,373.41)	(26.92%)		
021221 Financial Mgmt Administration	537,732.84	726,600.00	(188,867.16)	(25.99%)	516,470.15	714,500.00
021222 Administration Vehicle	9,829.32	8,290.00	1,539.32	18.57%	7,800.80	8,448.00
021225 External Audit	15,000.00	30,000.00	(15,000.00)	(50.00%)	28,312.50	30,000.00
021226 Purchasing Administration	155,982.07	218,000.00	(62,017.93)	(28.45%)	156,317.02	228,530.00
021229 Other Financial Management	5,329.54	2,400.00	2,929.54	122.06%		2,400.00
021252 City Hall	61,256.22	96,573.00	(35,316.78)	(36.57%)	92,872.51	116,720.00
021259 Other Common Services	318,355.79	278,462.00	39,893.79	14.33%	110,541.22	264,062.00
021260 Carbon Offsets Purchased	54,000.00	58,800.00	(4,800.00)	(8.16%)	51,650.00	58,800.00

CITY OF PORT ALBERNI
GENERAL REVENUE FUND BY DEPARTMENT
For the Nine Months Ending September 30, 2016
For Management Purposes Only

		September	Budget	Variance	% Variance	Prior Year	Budget
021261	Information Systems Admin.	630,205.91	584,913.60	45,292.31	7.74%	566,822.07	667,187.00
021282	Appraisals	2,211.25		2,211.25	0.00%		
021283	Human Resources	183,392.49	226,744.96	(43,352.47)	(19.12%)	208,177.33	277,682.00
021285	Employee & Family Assist.Prog.	11,608.72	17,262.41	(5,653.69)	(32.75%)	11,635.32	15,372.00
021290	Admin./Acc't Services Recovery	(348,912.00)	(438,200.00)	89,288.00	(20.38%)	(348,912.00)	(438,221.00)
021911	Election/Referendum Expenses		10,000.00	(10,000.00)	(100.00%)		10,000.00
021920	Training & Development	69,985.74	143,367.12	(73,381.38)	(51.18%)	73,636.29	140,556.00
021925	Council Travel & Development	25,860.90	50,900.00	(25,039.10)	(49.19%)	33,766.79	45,000.00
021930	Public Liability Insurance	266,235.97	257,500.00	8,735.97	3.39%	257,534.21	250,000.00
021931	Damage Claims	4,511.52	20,000.00	(15,488.48)	(77.44%)	1,876.69	30,000.00
021950	Grants in Aid	20,085.00	10,820.16	9,264.84	85.63%	20,072.00	10,608.00
021990	Other General Services		2,000.00	(2,000.00)	(100.00%)		50,000.00
022510	Emergency Prog. Administration	276.71	918.00	(641.29)	(69.86%)	263.94	900.00
022512	Emergency Program Vehicle				0.00%	72.00	
022931	Animal Pound Operation	126,332.65	154,988.00	(28,655.35)	(18.49%)	116,971.16	149,000.00
026234	Business Development	23,682.35	76,200.00	(52,517.65)	(68.92%)	15,596.25	45,000.00
026235	Economic Development	257,945.10	346,008.81	(88,063.71)	(25.45%)	183,874.78	309,700.00
026237	Community Investment Plan	16,366.41	33,460.48	(17,094.07)	(51.09%)	19,673.30	31,824.00
026238	Sustainability & Community Engagement		2,000.00	(2,000.00)	(100.00%)	29.89	2,000.00
026450	Community Forest		10,000.00	(10,000.00)	(100.00%)		
026800	Green Home Renovation Program		30,000.00	(30,000.00)	(100.00%)		
026911	Chamber of Commerce	63,000.00	84,000.00	(21,000.00)	(25.00%)	63,000.00	84,000.00
028115	Interest On Prepaid Taxes	1,154.65	3,000.00	(1,845.35)	(61.51%)	2,390.88	3,000.00
028121	Interest On Own Debentures	96,881.85	144,657.00	(47,775.15)	(33.03%)	99,055.21	201,834.00
028131	Principal Install On Own Deb.	113,291.21	123,435.00	(10,143.79)	(8.22%)	84,009.31	122,273.00
028193	Banking Service Charges	4,681.45	5,000.00	(318.55)	(6.37%)	4,159.91	5,100.00
	Total General Administration Expenses	3,493,692.73	4,344,863.54	(851,170.81)	(19.59%)	3,003,340.25	4,337,805.00
	Net General Administration	(20,079,338.43)	(19,765,862.46)	(313,475.97)	1.59%	(19,916,050.59)	(19,158,075.00)
POLICE PROTECTION							
	Revenue						
013121	Detention of Prisoners	(91,044.60)	(167,000.00)	75,955.40	(45.48%)	(80,585.31)	(167,000.00)
014221	RCMP Building Rental	(93,900.98)	(140,400.00)	46,499.02	(33.12%)	(188,833.15)	(140,400.00)
	Total Police Protection Revenue	(184,945.58)	(307,400.00)	122,454.42	(39.84%)	(269,418.46)	(307,400.00)
	Expenses						
022121	R.C.M.P. Contract	2,262,118.25	5,305,570.00	(3,043,451.75)	(57.36%)	2,019,366.15	5,091,474.00
022122	Police Service Administration	661,586.86	825,650.00	(164,063.14)	(19.87%)	615,984.41	824,000.00
022130	Community Policing	11,849.17	25,000.00	(13,150.83)	(52.60%)	16,174.03	25,000.00
022140	Commissionaire Services	20,014.98	25,000.00	(4,985.02)	(19.94%)	19,572.66	25,000.00
022160	Police Building Maintenance	84,359.19	131,358.75	(46,999.56)	(35.78%)	85,462.18	126,500.00
022180	Detention/Custody Of Prisoners	362,175.60	486,429.00	(124,253.40)	(25.54%)	344,160.54	480,800.00
	Total Police Protection Expenses	3,402,104.05	6,799,007.75	(3,396,903.70)	(49.96%)	3,100,719.97	6,572,774.00

CITY OF PORT ALBERNI
GENERAL REVENUE FUND BY DEPARTMENT
For the Nine Months Ending September 30, 2016
For Management Purposes Only

	September	Budget	Variance	% Variance	Prior Year	Budget
Net Police Protection	3,217,158.47	6,491,607.75	(3,274,449.28)	(50.44%)	2,831,301.51	6,265,374.00
FIRE PROTECTION						
Revenue						
014241 Fire Dep't Service Charge	(37,886.56)	(171,223.00)	133,336.44	(77.87%)	(52,961.70)	(155,900.00)
Expenses						
022411 Fire Protection Administration	204,438.80	323,522.80	(119,084.00)	(36.81%)	178,859.67	320,095.00
022421 Fire Crew	2,539,625.99	2,462,959.12	76,666.87	3.11%	1,675,784.93	2,402,904.00
022422 Personnel Expense	11,361.49	46,379.40	(35,017.91)	(75.50%)	11,809.26	45,470.00
022431 Communication System	5,267.11	11,262.84	(5,995.73)	(53.23%)	8,005.76	11,042.00
022440 Fire Investigation		955.73	(955.73)	(100.00%)	9.89	937.00
022441 Fire Prevention	104,763.70	146,945.27	(42,181.57)	(28.71%)	92,488.41	143,371.00
022471 Fire Hall Building Maintenance	26,726.99	58,395.00	(31,668.01)	(54.23%)	21,228.74	57,250.00
022472 Fire Boat Shed Maintenance	149.24		149.24	0.00%	44.83	
022473 External Regional Training		1,592.00	(1,592.00)	(100.00%)		1,592.00
022480 Vehicle Repair & Maintenance	163,618.87	239,064.58	(75,445.71)	(31.56%)	162,197.62	234,525.00
022481 Sundry Equip. Maintenance/Rep.	13,577.39	14,876.69	(1,299.30)	(8.73%)	14,386.25	14,585.00
022482 Firefighting Tools/Supp Purch	10,513.26	21,401.64	(10,888.38)	(50.88%)	12,455.33	20,982.00
Total Fire Protection Expenses	3,080,042.84	3,327,355.07	(247,312.23)	(7.43%)	2,177,270.69	3,252,753.00
Net Fire Protection	3,042,156.28	3,156,132.07	(113,975.79)	(3.61%)	2,124,308.99	3,096,853.00
ENGINEERING & PUBLIC WORKS						
Revenue						
014310 Public Works Service Charge	(45,551.53)	(77,500.00)	31,948.47	(41.22%)	(23,493.02)	(77,500.00)
Expenses						
023110 Engineering Administration	443,906.01	559,408.84	(115,502.83)	(20.65%)	412,170.71	572,574.00
023121 Engineering Consulting Service	11,750.00	40,000.00	(28,250.00)	(70.63%)	412.09	40,000.00
023129 Office Admin - Operations	67,838.26	105,287.48	(37,449.22)	(35.57%)	74,147.66	100,500.00
023130 Supervision Operations	274,860.49	378,500.00	(103,639.51)	(27.38%)	247,541.07	357,000.00
023134 Small Tools/Equipment/Supplies	37,643.62	47,291.99	(9,648.37)	(20.40%)	48,268.43	56,657.00
023136 Works Yard Maintenance	31,970.41	63,999.99	(32,029.58)	(50.05%)	45,329.76	62,000.00
023137 Main Building Maintenance	80,932.43	130,500.01	(49,567.58)	(37.98%)	82,694.16	135,000.00
023138 Automotive Shop Overhead	61,796.64	97,600.00	(35,803.36)	(36.68%)	59,364.96	95,800.00
023160 General Equipment Maintenance	483,065.83	705,000.00	(221,934.17)	(31.48%)	495,969.32	714,124.00
023161 Eng.Veh.Maint.& Replacement	12,566.85	9,946.00	2,620.85	26.35%	6,580.75	13,184.00
023162 Sup.Veh.Maint.& Replacement	19,252.48	28,928.01	(9,675.53)	(33.45%)	12,331.68	30,689.00
023205 Customer Service Requests-Sts.	37,556.78	45,000.00	(7,443.22)	(16.54%)	33,526.38	40,000.00
023210 Small Tools/Supplies-Streets	1,728.85	5,499.99	(3,771.14)	(68.57%)	3,274.35	5,499.99
023220 Streets Inspections	44,590.50	45,499.99	(909.49)	(2.00%)	33,768.62	44,499.99
023231 Roadway Surfaces Maintenance	471,533.73	600,499.08	(128,965.35)	(21.48%)	376,075.09	515,000.00
023233 Roadway Allowance Maintenance	253,748.11	255,500.00	(1,751.89)	(0.69%)	237,425.45	250,000.00
023234 New Driveway Crossings	20,740.69	20,400.00	340.69	1.67%	18,715.28	20,400.00
023236 Street Sweeping	106,231.00	113,999.63	(7,768.63)	(6.81%)	113,549.48	87,000.00

CITY OF PORT ALBERNI
GENERAL REVENUE FUND BY DEPARTMENT
For the Nine Months Ending September 30, 2016
For Management Purposes Only

		September	Budget	Variance	% Variance	Prior Year	Budget
023237	Snow and Ice Removal	59,103.60	200,000.00	(140,896.40)	(70.45%)	8,840.46	200,000.00
023241	Bridges, Fencing & Retaining Walls	13,940.09	50,000.28	(36,060.19)	(72.12%)	84,115.63	50,000.00
023250	Overhead & Decorative Lighting	211,339.73	344,000.00	(132,660.27)	(38.56%)	181,657.17	355,000.00
023261	Signs And Traffic Marking	156,226.79	190,000.00	(33,773.21)	(17.78%)	136,324.61	223,940.00
023264	Traffic And Railroad Signals	12,816.61	23,800.01	(10,983.40)	(46.15%)	7,318.17	29,100.00
023272	Off-Street Parking	9,270.67	8,000.00	1,270.67	15.88%	9,317.07	1,323.00
023291	Gravel, Sand, Rock & Salt	170,730.30	181,000.00	(10,269.70)	(5.67%)	143,083.76	160,000.00
023311	Ditch/Creek & Dyke Maintenance	50,356.29	138,500.00	(88,143.71)	(63.64%)	60,215.52	138,500.00
023331	Storm Sewer Maintenance	140,465.73	180,000.00	(39,534.27)	(21.96%)	164,201.10	180,000.00
023333	Storm Sewer Pump Station	5,913.98	13,800.00	(7,886.02)	(57.15%)	7,116.97	13,400.00
023335	Storm Sewer Connections	65,493.16	57,000.00	8,493.16	14.90%	27,621.52	57,000.00
023881	Training Program	55,761.76	75,000.00	(19,238.24)	(25.65%)	41,298.11	97,000.00
023882	Safety	52,029.89	29,000.00	23,029.89	79.41%	38,317.10	29,000.00
023884	Special Streets Work Orders	5,245.93	10,500.00	(5,254.07)	(50.04%)	8,342.22	10,500.00
023951	General Overhead Recovery	(545,646.65)	(793,000.00)	247,353.35	(31.19%)	(527,324.64)	(793,007.00)
023952	Wrks Yard Purchasing Recovery	(17,622.00)	(23,500.00)	5,878.00	(25.01%)	(18,324.00)	(27,000.00)
023953	Shop Overhead Recovery	(80,177.64)	(95,800.00)	15,622.36	(16.31%)	(78,713.03)	(95,800.00)
023958	Equipment Charges Recovery	(347,702.91)	(522,000.00)	174,297.09	(33.39%)	(359,475.06)	(522,000.00)
023959	Gravel Cost Recovery	(117,539.56)	(100,000.00)	(17,539.56)	17.54%	(102,729.66)	(100,000.00)
	Total Engineering & Public Works Expenses	2,361,718.45	3,219,161.30	(857,442.85)	(26.64%)	2,132,348.26	3,146,883.98
	Net Engineering & Public Works	2,316,166.92	3,141,661.30	(825,494.38)	(26.28%)	2,108,855.24	3,069,383.98
PUBLIC TRANSIT							
014400	Public Transit Revenue	(237,476.50)	(323,703.00)	86,226.50	(26.64%)	(252,600.45)	(260,120.00)
	Total Public Transit Revenue	(237,476.50)	(323,703.00)	86,226.50	(26.64%)	(252,600.45)	(260,120.00)
023510	Public Transit	705,557.00	1,075,783.00	(370,226.00)	(34.41%)	773,676.00	1,082,379.00
	Net Public Transit	468,080.50	752,080.00	(283,999.50)	(37.76%)	521,075.55	822,259.00
GARBAGE AND WASTE COLLECTION							
	Revenue						
014433	Comm. Garbage Collection Fees	(13,902.13)		(13,902.13)	0.00%	(187,486.40)	(200,000.00)
014434	Res. Garbage Collection Fees	(435,619.13)	(658,000.00)	222,380.87	(33.80%)	(431,278.05)	(635,000.00)
015625	Residential Garbage Penalty	(6,165.70)		(6,165.70)	0.00%	(6,038.45)	
	Total Garbage & Waste Collection Revenue	(455,686.96)	(658,000.00)	202,313.04	(30.75%)	(624,802.90)	(835,000.00)
	Expenses						
024320	Residential Waste Collection	343,455.80	415,500.01	(72,044.21)	(17.34%)	296,662.13	396,701.00
024321	Commercial Waste Collection	1,224.64		1,224.64	0.00%	153,258.33	110,000.00
024322	Solid Waste Cont Purch/Maint	4,676.28	2,000.00	2,676.28	133.81%	8,756.31	9,200.01
024323	Solid Waste Disposal	188,635.10	254,000.00	(65,364.90)	(25.73%)	274,058.85	330,000.00
024324	Special Solid Waste-Recycling	38,741.17	24,000.00	14,741.17	61.42%		
	Total Garbage & Waste Collection Expense	576,732.99	695,500.01	(118,767.02)	(17.08%)	732,735.62	845,901.01

CITY OF PORT ALBERNI
GENERAL REVENUE FUND BY DEPARTMENT
For the Nine Months Ending September 30, 2016
For Management Purposes Only

	September	Budget	Variance	% Variance	Prior Year	Budget
Net Garbage & Waste Collection	121,046.03	37,500.01	83,546.02	222.79%	107,932.72	10,901.01
CEMETERY						
Revenue						
014516 Cemeteries	(31,554.88)	(31,000.00)	(554.88)	1.79%	(27,437.50)	(32,599.99)
Expenses						
025161 Cemetery Maintenance	15,226.61	12,725.00	2,501.61	19.66%	10,643.63	12,500.00
025162 Interments	35,426.89	27,700.00	7,726.89	27.89%	16,947.00	27,000.00
025163 Memorial Marker Installation	11,811.03	13,500.00	(1,688.97)	(12.51%)	12,862.55	13,500.00
Total Cemetery Expense	62,464.53	53,925.00	8,539.53	15.84%	40,453.18	53,000.00
Net Cemetery	30,909.65	22,925.00	7,984.65	34.83%	13,015.68	20,400.01
PLANNING SERVICES						
Revenue						
014550 Planning Administration	(23,091.00)	(15,000.00)	(8,091.00)	53.94%	(18,658.88)	(15,000.00)
Expenses						
026129 Planning Administration	167,939.09	261,650.00	(93,710.91)	(35.82%)	162,073.25	216,515.00
026132 Consulting Services	17,490.00		17,490.00	0.00%	21,061.50	40,000.00
Total Planning Services Expense	185,429.09	261,650.00	(76,220.91)	(29.13%)	183,134.75	256,515.00
Net Planning Services	162,338.09	246,650.00	(84,311.91)	(34.18%)	164,475.87	241,515.00
BUILDING INSPECTION						
Revenue						
015170 Building/Plumbing Permit Fees	(57,780.90)	(70,000.00)	12,219.10	(17.46%)	(41,239.45)	(80,000.00)
015181 Other Const./Demo. Permit Fees	(160.00)	(100.00)	(60.00)	60.00%	(140.00)	(100.00)
Total Building Inspection Revenue	(57,940.90)	(70,100.00)	12,159.10	(17.35%)	(41,379.45)	(80,100.00)
Expenses						
022921 Building/Plumbing Inspection	80,573.31	99,510.00	(18,936.69)	(19.03%)	64,878.69	101,500.00
022926 Building Inspector Vehicle	2,971.70	4,000.00	(1,028.30)	(25.71%)	4,786.93	3,828.00
Total Building Inspection Expenses	83,545.01	103,510.00	(19,964.99)	(19.29%)	69,665.62	105,328.00
Net Building Inspection	25,604.11	33,410.00	(7,805.89)	(23.36%)	28,286.17	25,228.00
PARKS, RECREATION & HERITAGE						
Parks & Recreation						
Revenue						
014710 Gyro Youth Centre	(5,492.00)	(6,630.00)	1,138.00	(17.16%)	(3,769.00)	(6,500.00)
014712 Echo '67 Centre	(160,183.65)	(209,916.00)	49,732.35	(23.69%)	(155,845.10)	(205,800.00)
014714 Glenwood Centre	(32,620.54)	(40,800.00)	8,179.46	(20.05%)	(29,505.00)	(40,000.00)

CITY OF PORT ALBERNI
GENERAL REVENUE FUND BY DEPARTMENT
For the Nine Months Ending September 30, 2016
For Management Purposes Only

		September	Budget	Variance	% Variance	Prior Year	Budget
014716	Echo Aquatic Centre	(29,619.73)	(36,210.00)	6,590.27	(18.20%)	(27,123.77)	(35,500.00)
014718	Community Arena	(347,466.21)	(576,963.00)	229,496.79	(39.78%)	(346,344.37)	(565,650.00)
014720	Stadium & Athletic Fields	(25,000.41)	(34,680.00)	9,679.59	(27.91%)	(24,278.35)	(34,000.00)
014730	Glenwood Centre	(3,672.94)	(2,677.50)	(995.44)	37.18%	(2,360.72)	(2,625.00)
014732	Echo Aquatic Centre	(195,786.89)	(260,100.00)	64,313.11	(24.73%)	(185,171.64)	(255,000.00)
014734	AV Multiplex	(17,371.64)	(27,642.00)	10,270.36	(37.15%)	(18,513.08)	(27,100.00)
014738	Children's Programs	(102,113.05)	(92,820.00)	(9,293.05)	10.01%	(87,845.85)	(91,000.00)
014740	Youth Programs & Services	(2,735.00)	(10,200.00)	7,465.00	(73.19%)	(10,586.31)	(10,000.00)
014742	Adult Programs	(73,869.96)	(122,400.00)	48,530.04	(39.65%)	(78,997.26)	(120,000.00)
014750	Special Events		(1,020.00)	1,020.00	(100.00%)		(1,000.00)
014760	Community Serv. Misc. Revenue	(11,568.25)	(3,500.00)	(8,068.25)	230.52%	(4,582.48)	(3,500.00)
014770	Contributions & Grants	(109,229.47)	(135,725.00)	26,495.53	(19.52%)	(46,210.20)	(115,725.00)
	Total Parks & Recreation Revenue	(1,116,729.74)	(1,561,283.50)	444,553.76	(28.47%)	(1,021,133.13)	(1,513,400.00)
Expenses							
027110	Pks & Rec Management Services	343,797.69	492,068.00	(148,270.31)	(30.13%)	317,734.95	416,800.00
027120	Gyro Youth Centre Maintenance	21,615.40	26,077.44	(4,462.04)	(17.11%)	14,782.61	25,282.00
027124	Glenwood Concessions	4,571.80	6,621.25	(2,049.45)	(30.95%)	3,693.84	6,500.00
027126	Glenwood Skate Shop	1,193.89	3,044.00	(1,850.11)	(60.78%)	1,222.71	2,500.00
027128	Glenwood Centre Maintenance	38,880.25	60,894.44	(22,014.19)	(36.15%)	29,799.66	59,582.00
027129	Bob Dailey Stadium	5,940.17	16,252.00	(8,785.89)	(59.66%)	3,533.30	15,725.00
027130	Echo Activity Centre Maint.	323,668.16	330,018.33	(6,350.17)	(1.92%)	290,292.96	316,190.00
027134	Echo Aquatic Maintenance	293,733.93	482,717.65	(188,983.72)	(39.15%)	342,167.32	460,994.00
027140	AV Multiplex Concessions	96,811.13	163,203.00	(66,391.87)	(40.68%)	92,232.56	160,150.00
027142	AV Multiplex Skate Shop	6,705.05	12,211.25	(5,506.20)	(45.09%)	4,333.03	12,000.00
027144	AV Multiplex Maintenance	526,870.76	795,940.75	(269,069.99)	(33.81%)	493,994.92	773,612.00
027146	Parks Buildings & Fieldhouses	57,436.16	95,210.68	(37,774.52)	(39.67%)	63,823.00	92,110.00
027148	Echo Park Complex	23,997.19	39,848.61	(15,851.42)	(39.78%)	44,376.46	55,449.00
027156	Glenwood Centre Programs	5,261.05	8,650.00	(3,388.95)	(39.18%)	4,573.68	8,500.00
027160	Echo Aquatic Programs	506,183.48	784,119.00	(277,935.52)	(35.45%)	460,110.05	733,575.00
027163	AV Multiplex Programs	129,868.51	183,773.91	(53,905.40)	(29.33%)	108,894.60	181,291.00
027166	Leisure Services	171,263.06	228,012.50	(56,749.44)	(24.89%)	168,895.44	225,000.00
027170	Youth Services And Programs	13,845.92	54,455.00	(40,609.08)	(74.57%)	10,332.84	22,000.00
027173	Children's Programs	156,561.24	163,963.00	(7,401.76)	(4.51%)	147,902.35	161,000.00
027180	Adult Programs	53,759.62	96,350.00	(42,590.38)	(44.20%)	53,901.70	92,500.00
027190	Special Events	7,313.66	21,930.50	(14,616.84)	(66.65%)	5,523.12	21,500.00
027198	Vans Maintenance & Repair	9,676.53	13,962.75	(4,286.22)	(30.70%)	8,051.79	13,700.00
027210	Parks & Facility Mngmnt Serv.	184,493.85	228,286.14	(43,792.29)	(19.18%)	174,068.93	225,808.00
027215	Parks Maintenance	467,178.04	549,300.64	(82,122.60)	(14.95%)	398,511.03	539,265.00
027220	Horticultural Services	158,624.81	327,008.54	(168,383.73)	(51.49%)	169,122.78	321,153.00
027225	Parks Veh. & Equip, Mtce & Rep.	104,228.04	148,853.00	(44,624.96)	(29.98%)	97,553.15	146,074.00
027230	Parks Upgrading	46,648.60	84,734.00	(38,085.40)	(44.95%)	16,247.79	83,190.00
027499	Equipment Recovery Parks	(65,223.71)	(81,600.00)	16,376.29	(20.07%)	(62,943.36)	(80,000.00)
	Total Parks & Recreation Expenses	3,694,904.28	5,335,906.38	(1,639,476.16)	(30.73%)	3,462,733.21	5,121,450.00
	Net Parks & Recreation Expenses	2,578,174.54	3,774,622.88	(1,194,922.40)	(31.67%)	2,441,600.08	3,608,050.00

CITY OF PORT ALBERNI
GENERAL REVENUE FUND BY DEPARTMENT
For the Nine Months Ending September 30, 2016
For Management Purposes Only

	September	Budget	Variance	% Variance	Prior Year	Budget
Heritage & Cultural Services						
Revenue						
014810 Museum - Sales & Service	(22,274.10)	(22,400.00)	125.90	(0.56%)	(21,130.17)	(25,000.00)
014820 Museum - Federal Grants	(5,211.80)	(3,200.00)	(2,011.80)	62.87%		
014830 Museum - Provincial Grants	(65,000.00)	(70,000.00)	5,000.00	(7.14%)	(65,000.00)	(65,000.00)
014910 McLean Mill - Sales & Service	(27.50)		(27.50)	0.00%	25,000.00	
Total Heritage & Cultural Services Revenue	(92,513.40)	(95,600.00)	3,086.60	(3.23%)	(61,130.17)	(90,000.00)
Expenses						
027510 Museum Services	252,431.59	299,710.25	(47,278.66)	(15.77%)	238,838.72	294,050.00
027515 Museum Programs - Curatorial	14,709.24	27,757.75	(13,048.51)	(47.01%)	13,424.16	27,300.00
027516 Museum Prog. Permanent Exhibit	1,290.03	5,246.00	(3,955.97)	(75.41%)	860.85	5,125.00
027517 Museum Prog. Temp Exhibits	30,994.44	24,345.00	6,649.44	27.31%	24,842.58	24,000.00
027530 Industrial Collections	18,601.38	43,055.00	(24,453.62)	(56.80%)	47,821.44	66,750.00
027550 Museum Maintenance	42,516.14	56,782.72	(14,266.58)	(25.12%)	35,447.14	54,910.00
027555 McLean Mill	238,905.85	225,000.00	13,905.85	6.18%	223,333.71	224,000.00
Total Heritage & Cultural Services Expenses	599,448.67	681,896.72	(82,448.05)	(12.09%)	584,568.60	696,135.00
Net Heritage & Cultural Services	506,935.27	586,296.72	(79,361.45)	(13.54%)	523,438.43	606,135.00
LIBRARY						
027600 Library Services	504,999.00	673,333.00	(168,334.00)	(25.00%)	495,255.00	660,338.00
ALBERNI HARBOUR QUAY						
Revenue						
014600 Marine Commercial Building	(56,994.93)	(70,000.00)	13,005.07	(18.58%)	(44,006.61)	(60,000.00)
014601 Port Building	(16,410.60)	(22,220.00)	5,809.40	(26.14%)	(16,200.00)	(22,000.00)
014602 Market Square	(21,956.22)	(32,320.00)	10,363.78	(32.07%)	(21,679.38)	(32,000.00)
014690 A.H.Q. Miscellaneous Revenue	(2,214.00)		(2,214.00)	0.00%	(8,444.00)	
Total Alberni Harbour Quay Revenue	(97,575.75)	(124,540.00)	26,964.25	(21.65%)	(90,329.99)	(114,000.00)
Expenses						
026701 A.H.Q. Administration	18,825.53	23,290.00	(4,464.47)	(19.17%)	16,379.24	22,500.00
026770 Harbour Quay-Buildings Mtce	52,886.69	108,587.49	(55,700.80)	(51.30%)	74,328.90	106,238.00
Total Alberni Harbour Quay Expenses	71,712.22	131,877.49	(60,165.27)	(45.62%)	90,708.14	128,738.00
Net Alberni Harbour Quay	(25,863.53)	7,337.49	(33,201.02)	(452.48%)	378.15	14,738.00
LAND & BUILDING RENTALS						
Revenue						
015320 Land & Building Rentals	(94,991.66)	(138,720.00)	43,728.34	(31.52%)	(102,404.66)	(136,000.00)
Expenses						
021253 Other City Buildings & Lands	1,480.50	1,600.00	(119.50)	(7.47%)	244.64	1,600.00
Total Land & Building Rentals Expense	1,480.50	1,600.00	(119.50)	(7.47%)	244.64	1,600.00
Net Land & Building Rentals	(93,511.16)	(137,120.00)	43,608.84	(31.80%)	(102,160.02)	(134,400.00)

CITY OF PORT ALBERNI
GENERAL REVENUE FUND BY DEPARTMENT
For the Nine Months Ending September 30, 2016
For Management Purposes Only

	September	Budget	Variance	% Variance	Prior Year	Budget
TRANSFERS TO OTHER AGENCIES						
011212 Collections for Other Agencies						
019811 Parcel Tax	(133,878.06)	(131,500.00)	(2,378.06)	1.81%	(131,549.64)	(131,535.00)
019812 Non-Residential School	(2,101,682.67)	(2,200,000.00)	98,317.33	(4.47%)	(2,224,588.91)	(2,300,000.00)
019820 Residential School	(3,060,436.40)	(3,000,000.00)	(60,436.40)	2.01%	(3,156,673.22)	(3,100,000.00)
019821 Regional Hospital District	(646,946.58)	(658,500.00)	11,553.42	(1.75%)	(658,471.87)	(658,537.00)
019821 Regional District Of Alb-Clay	(1,079,236.41)	(832,000.00)	(247,236.41)	29.72%	(831,918.73)	(832,047.00)
019830 Municipal Finance Authority	(449.96)	(500.00)	50.04	(10.01%)	(450.65)	(500.00)
019831 B.C. Assessment Authority	(159,268.71)	(170,000.00)	10,731.29	(6.31%)	(169,111.53)	(180,000.00)
Total Collections for Other Agencies	(7,181,898.79)	(6,992,500.00)	(189,398.79)	2.71%	(7,172,764.55)	(7,202,619.00)
Transfers To Other Agencies						
028410 Regional District Alberni-Clay	1,213,083.00	963,500.00	249,583.00	25.90%	963,582.00	963,582.00
028811 Non-Residential School Levy	2,183,550.03	2,200,000.00	(16,449.97)	(0.75%)	2,274,162.56	2,300,000.00
028812 Residential School Levy	2,894,473.30	3,000,000.00	(105,526.70)	(3.52%)	3,014,587.57	3,100,000.00
028820 Hospital District	647,008.00	658,500.00	(11,492.00)	(1.75%)	658,537.00	658,537.00
028830 Municipal Finance Authority	449.96	500.00	(50.04)	(10.01%)	450.72	500.00
028831 B.C. Assessment Authority	159,268.71	170,000.00	(10,731.29)	(6.31%)	169,132.14	180,000.00
Total Transfers to Other Agencies	7,097,833.00	6,992,500.00	105,333.00	1.51%	7,080,451.99	7,202,619.00
Net Transfers to Other Agencies	(84,065.79)		(84,065.79)	0.00%	(92,312.56)	
TRANSFERS & RESERVES						
019110 Transfers From Reserve Funds						
019114 Cemetery Trust Fund		(2,000.00)	2,000.00	(100.00%)		
019114 Surplus From Previous Years		(400,000.00)	400,000.00	(100.00%)		(412,600.00)
Total Transfers From Reserve Funds		(402,000.00)	402,000.00	(100.00%)		(412,600.00)
Transfers To Reserve Funds						
028211 Transfer To Res. & Allowances		366,132.00	(366,132.00)	(100.00%)		412,600.00
028220 Transfer To Gen Capital Fund		770,294.00	(770,294.00)	(100.00%)		686,300.00
028222 Transfer To Reserve Funds		30,000.00	(30,000.00)	(100.00%)		
028910 Debt Reserve Transfer		15,000.00	(15,000.00)	(100.00%)		15,000.00
029911 Contingency Funds	17,803.41	200,000.00	(182,196.59)	(91.10%)	19,000.00	150,000.00
Total Transfers To Reserve Funds	17,803.41	1,381,426.00	(1,363,622.59)	(98.71%)	19,000.00	1,263,900.00
Net Transfers To (From) Reserve Funds	17,803.41	979,426.00	(961,622.59)	(98.18%)	19,000.00	851,300.00
Total Revenue (Over) Under Expense	(7,291,406.64)	(0.24)	(7,289,880.46)	477655.35%	(8,731,599.78)	

CITY OF PORT ALBERNI
WATER REVENUE FUND
For the Nine Months Ending September 30, 2016
For Management Purposes Only

	September	Budget	Variance	% Variance	Prior Year	Budget
Water Revenue Fund						
Revenue From Operations						
Sales of Service						
054421 Metered Sales	(\$1,635,820.54)	(\$2,962,346.00)	\$1,326,525.46	(44.78%)	(\$1,704,501.25)	(\$2,693,042.00)
054431 Connections	(21,280.36)	(34,437.24)	13,156.88	(38.21%)		(33,762.00)
054432 Turn-On Charges	(190.00)	(324.36)	134.36	(41.42%)	(430.00)	(318.00)
054433 Service Charges Sundry	(1,775.00)	(8,658.78)	6,883.78	(79.50%)	(1,225.00)	(8,489.00)
Total Sales of Service	(1,659,065.90)	(3,005,766.38)	1,346,700.48	(44.80%)	(1,706,156.25)	(2,735,611.00)
Other Revenue						
055590 Other Interest		(3,300.00)	3,300.00	(100.00%)		(3,300.00)
055611 Water Penalty	(17,556.88)	(25,000.00)	7,443.12	(29.77%)	(16,101.18)	(25,000.00)
Total Other Revenue	(17,556.88)	(28,300.00)	10,743.12	(37.96%)	(16,101.18)	(28,300.00)
Total Revenue From Operations	(1,676,622.78)	(3,034,066.38)	1,357,443.60	(44.74%)	(1,722,257.43)	(2,763,911.00)
Water Supply System						
Administration						
064110 Water Administration & Other	201,887.80	204,000.00	(2,112.20)	(1.04%)	193,911.63	204,000.00
064121 Engineering Consulting Service	16,353.01	50,000.00	(33,646.99)	(67.29%)	51,061.48	50,000.00
064133 Customer Service Requests	59,056.90	66,000.00	(6,943.10)	(10.52%)	46,047.06	60,000.00
064136 Small Tools/Equipment/Supplies	11,498.83	12,500.00	(1,001.17)	(8.01%)	3,005.13	15,000.00
064141 Supply Inspection & Operation	78,719.59	168,500.00	(89,780.41)	(53.28%)	82,430.67	175,299.00
064161 Pumping Inspection & Operation	183,038.12	257,000.00	(73,961.88)	(28.78%)	170,822.11	243,200.00
064181 Transmission/Distribution Sys.	226,738.45	286,000.00	(59,261.55)	(20.72%)	174,983.16	291,000.00
064183 Connections	105,362.95	126,000.00	(20,637.05)	(16.38%)	96,156.23	113,000.00
064185 Meters	158,392.30	220,000.00	(61,607.70)	(28.00%)	140,027.09	204,000.00
064187 Hydrants	14,691.09	51,550.00	(36,858.91)	(71.50%)	33,870.54	51,550.00
064194 Cost Of Sales - Water		7,500.00	(7,500.00)	(100.00%)		7,500.00
Total Water Supply System	1,055,739.04	1,449,050.00	(393,310.96)	(27.14%)	992,315.10	1,414,549.00
Fiscal Services						
068120 Interest On Own Debentures	22,000.00	44,000.00	(22,000.00)	(50.00%)	22,000.00	60,000.00
068130 Principal Install. On Own Deb.	38,742.66	38,743.00	(0.34)	(0.00%)		67,163.00
	60,742.66	82,743.00	(22,000.34)	(26.59%)	22,000.00	127,163.00
Transfers to Funds and Reserves						
068211 Transfer To Reserves		1,016,474.00	(1,016,474.00)	(100.00%)		201,699.00
068220 Transfer To Water Capital Fund		482,500.00	(482,500.00)	(100.00%)		1,015,000.00
068910 Debt Reserve Transfer		3,300.00	(3,300.00)	(100.00%)		5,500.00
		1,502,274.00	(1,502,274.00)	(100.00%)		1,222,199.00
Total Fiscal Services	60,742.66	1,585,017.00	(1,524,274.34)	(96.17%)	22,000.00	1,349,362.00
Total Expenses	1,116,481.70	3,034,067.00	(1,917,585.30)	(63.20%)	1,014,315.10	2,763,911.00
Revenue (Over) Under Expense	(560,141.08)	0.62	(560,141.70)	(90345435.48%)	(707,942.33)	

CITY OF PORT ALBERNI
SEWER REVENUE FUND
For the Nine Months Ending September 30, 2016
For Management Purposes Only

	September	Budget	Variance	% Variance	Prior Year	Budget
Sewer Revenue Fund						
Revenue From Operations						
Sales of Service						
094421 Sewer Fees	(\$1,423,942.70)	(\$2,457,496.80)	\$1,033,554.10	(42.06%)	(\$1,287,516.07)	(\$2,234,088.00)
094431 Sewer Connections	(21,000.00)	(33,638.00)	12,638.00	(37.57%)	1,000.00	(30,580.00)
094432 Service Charges Sundry	(1,009.67)	(3,339.60)	2,329.93	(69.77%)	(595.74)	(3,036.00)
094433 User Charges		(15,363.70)	15,363.70	(100.00%)		(13,967.00)
094441 Sewage Disposal Fees	(25,704.00)	(10,902.10)	(14,801.90)	135.77%	(44,982.00)	(9,911.00)
Total Sales of Service	(1,471,656.37)	(2,520,740.20)	1,049,083.83	(41.62%)	(1,332,093.81)	(2,291,582.00)
Other Revenue						
095590 M.F.A. Debt Reserve Income		(1,000.00)	1,000.00	(100.00%)		(600.00)
095611 Sewer Penalty Charges	(15,574.94)	(13,794.00)	(1,780.94)	12.91%	(13,362.86)	(12,540.00)
091210 Local Improvements	(3,198.21)		(3,198.21)	0.00%	(30,699.40)	
095722 Transfer Of Sewer L/I Charges		(41,098.00)	41,098.00	(100.00%)		(37,362.00)
Total Other Revenue	(18,773.15)	(55,892.00)	37,118.85	(66.41%)	(44,062.26)	(50,502.00)
Total Revenue From Operations	(1,490,429.52)	(2,576,632.20)	1,086,202.68	(42.16%)	(1,376,156.07)	(2,342,084.00)
Transfers						
099110 Federal Transfers - Gas Tax-		(40,000.00)	40,000.00	(100.00%)		(40,000.00)
Total Transfers		(40,000.00)	40,000.00	(100.00%)		(40,000.00)
Total Revenue	(1,490,429.52)	(2,616,632.20)	1,126,202.68	(43.04%)	(1,376,156.07)	(2,382,084.00)
Expenses						
Administration						
104210 Sewer Administration & Other	222,778.12	156,000.00	66,778.12	42.81%	207,206.54	156,000.00
104221 Contract Services	6,034.88	40,000.00	(33,965.12)	(84.91%)	11,390.01	40,000.00
104233 Customer Service Requests	84,067.76	120,000.00	(35,932.24)	(29.94%)	81,798.72	110,000.00
104236 Small Tools/Equipment/Supplies	12,272.80	15,000.00	(2,727.20)	(18.18%)	3,978.24	15,000.00
Total Administrative Expenses	325,153.56	331,000.00	(5,846.44)	(1.77%)	304,373.51	321,000.00
Collection and Treatment						
104240 Sewage Collection System Maint	92,538.97	200,100.00	(107,561.03)	(53.75%)	74,391.14	204,100.00
104241 Sewer Service Connections	182,346.11	170,140.00	12,206.11	7.17%	99,479.53	133,140.00
104260 Sewage Lift Stations	204,746.78	213,500.00	(8,753.22)	(4.10%)	188,766.11	213,500.00
104280 Sewage Treatment	121,663.54	295,000.00	(164,336.46)	(57.46%)	101,296.68	278,000.00
104294 Cost Of Sales - Sewer	919.47	2,500.00	(1,580.53)	(63.22%)	560.18	2,500.00
Total Collection and Treatment Expenses	602,214.87	881,240.00	(279,025.13)	(30.96%)	464,493.64	831,240.00
Total Expenses	927,368.43	1,212,240.00	(275,871.57)	(22.93%)	768,867.15	1,152,240.00
Debt						
108120 Interest On Own Debentures	93,681.90	177,154.00	(83,472.10)	(47.12%)	126,188.78	219,884.00
108130 Principal Install On Own Deb.	36,495.59	136,293.00	(99,797.41)	(73.22%)	107,383.05	202,269.00

ReportSewer Rev IS
2016-11-01 11:23 AM
Page1of2

Page 10

CITY OF PORT ALBERT
SEWER REVENUE FUND
For the Nine Months Ending September 30, 2016
For Management Purposes Only

	September	Budget	Variance	% Variance	Prior Year	Budget
	130,177.49	313,447.00	(183,269.51)	(58.47%)	233,571.83	422,153.00
Transfers						
108211 Transfer To Reserves & Allow.		739,945.00	(739,945.00)	(100.00%)		467,691.00
108220 Transfer To Sewer Capital Fund		350,000.00	(350,000.00)	(100.00%)		320,000.00
108910 Debt Reserve Transfer		1,000.00	(1,000.00)	(100.00%)		20,000.00
		1,090,945.00	(1,090,945.00)	(100.00%)		807,691.00
Total Debt and Transfers	130,177.49	1,404,392.00	(1,274,214.51)	(90.73%)	233,571.83	1,229,844.00
Total Expenses, Debt & Transfers	1,057,545.92	2,616,632.00	(1,550,086.08)	(59.44%)	1,002,438.98	2,382,084.00
Revenue (Over) Under Expenses	(432,883.60)	(0.20)	(432,883.40)	4709.71%	(373,717.09)	

CITY OF PORT ALBERNI
GENERAL CAPITAL FUND
For the Nine Months Ending September 30, 2016
For Management Purposes Only

		September	Budget	Variance	% Variance	Prior Year	Budget
	General Capital Fund						
	Source of Funds						
	Federal and Provincial Assistance						
477211	Federal Assistance						
477411	Provincial Assistance						
478126	Emergency Mgmt BC	(388,841.00)		(388,841.00)	0.00%	(55,073.00)	
	Total Federal and Provincial	(388,841.00)		(388,841.00)	0.00%	(55,073.00)	
478100	Other Contributions	(5,478.00)		(5,478.00)	0.00%	(947,858.06)	
		(5,478.00)		(5,478.00)	0.00%	(947,858.06)	
478105	New Deal Gas Tax Funding						
	Total Other Contributions	(5,478.00)		(5,478.00)	0.00%	(947,858.06)	
	Transfers From Other Funds and Reserves						
478123	P&R Contributions-McLean Mill	1,111.00		1,111.00	0.00%	(27,500.00)	
479211	Contr. From Gen. Revenue Fund						
479214	Contr. From Land Sale Reserve						
479221	Contr. From Gen. Revenue Fund						
479223	Contribution From E.R.R.F						
479224	Contribution From Land Sale						
479231	Contr. From Gen. Revenue Fund						
479233	Contribution From E.R.R.F.						
479234	Contr. From Land Sale Reserves	(77,312.48)		(77,312.48)	0.00%		
479235	Contr From Capital Works Res.						
	Total Transfers from Other Funds and Reserves	(76,201.48)		(76,201.48)	0.00%	(27,500.00)	
	Borrowing						
479222	Short Term Capital Borrowing						
479225	Debenture Borrowing						
	Total Borrowing				0.00%		
	Other Income						
478190	Gain/Loss on Disposals	1,477.00		1,477.00	0.00%		
	Total Source of Funds	(469,043.48)		(469,043.48)	0.00%	(1,030,431.06)	
	Projects						
	Capital Purchases						
485310	Alberni Harbour Quay	56,872.19	70,000.00	(13,127.81)	(18.75%)	17,500.00	25,000.00
485320	Parks & Rec Facil Capital Purc	17,387.22	110,000.00	(92,612.78)	(84.19%)	275,242.14	210,000.00
485325	Parks & Rec - Parks & Playgr.	142,103.21	175,650.00	(33,546.79)	(19.10%)	563,078.23	140,000.00
485330	General Government	161,644.81	170,000.00	(8,355.19)	(4.91%)	15,176.96	225,000.00

Page 12

CITY OF PORT ALBERNI
GENERAL CAPITAL FUND
For the Nine Months Ending September 30, 2016
For Management Purposes Only

		September	Budget	Variance	% Variance	Prior Year	Budget
485350	Fire Protection		118,000.00	(118,000.00)	(100.00%)	18,572.71	98,000.00
485365	McLean Mill Capital Purchases				0.00%		25,000.00
485370	Transportation Services	92,214.02	158,000.00	(65,785.98)	(41.64%)	302,013.02	456,600.00
	Total Capital Purchases	470,221.45	801,650.00	(331,428.55)	(41.34%)	1,191,583.06	1,179,600.00
	Capital Construction						
	Parks, Recreation and Culture						
485400	Parks Capital Construction	77,984.29	35,000.00	42,984.29	122.81%		135,000.00
485403	11 Fire Hall Roof Insulation	9,175.28		9,175.28	0.00%	62,003.73	
485412	13 Multiplex Energy Audit Upgrade				0.00%	511,692.32	
485414	13 Glenwood Energy Audit Upgrades				0.00%	34,026.86	
485416	13 Echo Park Fieldhouse Boiler/Water Heater				0.00%	6,636.00	
485420	12 Multiplex Capacitors	15,000.00		15,000.00	0.00%		
	Total Capital Construction	102,159.57	35,000.00	67,159.57	191.88%	614,358.91	135,000.00
	Paving and Road Construction						
485435	14 Paving & Road Construction	493,825.35	730,000.00	(236,174.65)	(32.35%)	175,842.57	778,600.00
	Total Paving and Road Construction	493,825.35	730,000.00	(236,174.65)	(32.35%)	175,842.57	778,600.00
	Storm Drain Construction						
485450	Storm Drain Construction	336,536.53	385,000.00	(48,463.47)	(12.59%)	688,453.96	711,000.00
	Total Storm Drain Construction	336,536.53	385,000.00	(48,463.47)	(12.59%)	688,453.96	711,000.00
	Other Construction						
485486	Traffic Upgrades	10,005.00	175,000.00	(164,995.00)	(94.28%)	21,865.83	
485490	Works Other Capital Projects	3,196,088.40		3,196,088.40	0.00%	1,071,969.37	
485497	12 Tsunami Warn Sys.Stn#1 Rep	2,472.90		2,472.90	0.00%	164,307.84	43,000.00
485499	Miscellaneous Capital Not TCA	4,144.67	29,600.00	(25,455.33)	(86.00%)		
	Total Other Construction	3,212,710.97	204,600.00	3,008,110.97	1470.24%	1,258,143.04	43,000.00
	Total Projects	4,615,453.87	2,156,250.00	2,459,203.87	114.05%	3,928,381.54	2,847,200.00
	Transfers						
488222	Transfers To Reserves	2,522.00		2,522.00	0.00%		
	Total Transfers	2,522.00		2,522.00	0.00%		
	Revenue (Over) Under Expenses	4,148,932.39	2,156,250.00	1,992,682.39	92.41%	2,897,950.48	2,847,200.00

CITY OF PORT ALBERNI
WATER CAPITAL FUND
For the Nine Months Ending September 30, 2016
For Management Purposes Only

	September	Budget	Variance	% Variance	Prior Year	Budget
Source of Funds						
Federal and Provincial Assistance						
517211 Federal Assistance						
517411 Provincial Assistance						
Total Federal & Provincial Assistance				0.00%		
Other Contributions						
Total Other Contributions				0.00%		
Transfers From Other Funds and Reserves						
Total Transfers				0.00%		
Total Source of Funds				0.00%		
Projects						
Capital Construction						
525310 Capital Purchase/Leased Equip.		10,000.00	(10,000.00)	(100.00%)		
525405 Dead End Water Main Upgrades	43,391.31		43,391.31	0.00%	29,844.54	100,000.00
525416 2014 North Cr-7th - 10th Ave	664,114.25	672,500.00	(8,385.75)	(1.25%)	118,859.80	915,000.00
Total Capital Construction	707,505.56	682,500.00	25,005.56	3.66%	148,704.34	1,015,000.00
Treatment, Pumping & Metering						
525420 Treatment, Pumping & Metering	1,611.13	130,000.00	(128,388.87)	(98.76%)	94,404.02	
525424 12 Bainbridge Treatment Plant Ph 1	68,500.59		68,500.59	0.00%	3,613,648.98	
525425 10 SCADA Communications Upgrade	319,021.17		319,021.17	0.00%	306,327.33	
Total Treatment, Pumping & Metering	389,132.89	130,000.00	259,132.89	199.33%	4,014,380.33	
Total Capital Projects	1,096,638.45	812,500.00	284,138.45	34.97%	4,163,084.67	1,015,000.00
Transfers						
Total Expenses	1,096,638.45	812,500.00	284,138.45	34.97%	4,163,084.67	1,015,000.00
Source of Funds (Over) Under Expenses	1,096,638.45	812,500.00	284,138.45	34.97%	4,163,084.67	1,015,000.00

Page 14

CITY OF PORT ALBERNI
SEWER CAPITAL FUND
For the Nine Months Ending September 30, 2016
For Management Purposes Only

	September	Budget	Variance	% Variance	Prior Year	Budget
Source of Funds						
557212 Federal and Provincial Assistance						
Fed Assist - New Deal Gas Tax	(\$1,934,757.00)		(\$1,934,757.00)	0.00%	(\$829,276.00)	
Total Federal and Provincial Assistance	(1,934,757.00)		(1,934,757.00)	0.00%	(829,276.00)	
Other						
558110 Other Contributions				0.00%	(364,791.15)	
558190 Gain/Loss Disp. of Assets Sewr				0.00%	5,294.29	
Total Other				0.00%	(359,496.86)	
Transfers From Funds and Reserves						
Borrowing						
Total Source of Funds	(1,934,757.00)		(1,934,757.00)	0.00%	(1,188,772.86)	
Projects						
Main Renewals and Relines						
565408 Small Capital Main Replacement	31,898.66	100,000.00	(68,101.34)	(68.10%)	1,161.15	100,000.00
565416 Renewals and Relines	80,457.86		80,457.86	0.00%	84,203.50	
565427 Renewals and Relines	57,189.95		57,189.95	0.00%	780.00	
Total Renewals and Relines	169,546.47	100,000.00	69,546.47	69.55%	86,144.65	100,000.00
Treatment and Pumping						
565431 12 Sewer Treatment Upgrade	2,980,893.89		2,980,893.89	0.00%	891,296.12	
Total Treatment and Pumping	2,980,893.89		2,980,893.89	0.00%	891,296.12	
Total Capital Projects	3,150,440.36	100,000.00	3,050,440.36	3050.44%	977,440.77	100,000.00
Transfers						
Total Expenses	3,150,440.36	100,000.00	3,050,440.36	3050.44%	977,440.77	100,000.00
Source of Funds (Over) Under Expenses	1,215,683.36	100,000.00	1,115,683.36	1115.68%	(211,332.09)	100,000.00

Page 15

System: 11/23/2016 8:51:29 AM
 User Date: 11/23/2016

City of Port Alberni
 VENDOR CHEQUE REGISTER REPORT
 Payables Management

Page: 1
 User ID: SPENCER_M

Ranges:	From:	To:	From:	To:
Cheque Number	First	Last	Cheque Date	8/3/2016
Vendor ID	First	Last	Chequebook ID	First
Vendor Name	First	Last		Last

Sorted By: Cheque Date

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
135854	309	A D S S	8/3/2016	BMO1	PMCHQ00000551	\$300.00
135855	6950	BAGLEY, CATHY	8/3/2016	BMO1	PMCHQ00000551	\$35.83
135856	203918	BRACK, CHRISTINA	8/3/2016	BMO1	PMCHQ00000551	\$75.00
135857	200363	BUY LOW FOODS	8/3/2016	BMO1	PMCHQ00000551	\$305.34
135858	204100	CIBC PORT ALBERNI BANKING CENT	8/3/2016	BMO1	PMCHQ00000551	\$877.43
135859	204642	CIBC	8/3/2016	BMO1	PMCHQ00000551	\$770.80
135860	204343	CYR, RANDY OR ASHLEY	8/3/2016	BMO1	PMCHQ00000551	\$320.00
135861	204790	DIOTTE, LILY	8/3/2016	BMO1	PMCHQ00000551	\$227.70
135862	10530	ENVIRONMENTAL OPERATORS	8/3/2016	BMO1	PMCHQ00000551	\$840.00
135863	201114	FREETHY, KAREN	8/3/2016	BMO1	PMCHQ00000551	\$226.19
135864	204783	GILCHRIST, JESSICA	8/3/2016	BMO1	PMCHQ00000551	\$132.28
135865	28205	HILTON CENTRE	8/3/2016	BMO1	PMCHQ00000551	\$599.00
135866	203970	KURUCZ, MARINKA	8/3/2016	BMO1	PMCHQ00000551	\$275.00
135867	203972	KWAN, NATHAN	8/3/2016	BMO1	PMCHQ00000551	\$92.22
135868	204791	MAYNE, JILLIAN	8/3/2016	BMO1	PMCHQ00000551	\$227.70
135869	201820	MCLEAN MILL NATIONAL HISTORIC	8/3/2016	BMO1	PMCHQ00000551	\$4,444.97
135870	45593	PLEY, TIM	8/3/2016	BMO1	PMCHQ00000551	\$35.90
135871	49150	REGIONAL DISTRICT OF ALBERNI C	8/3/2016	BMO1	PMCHQ00000551	\$720.00
135872	53650	S P C A	8/3/2016	BMO1	PMCHQ00000551	\$12,294.96
135873	915744	SCHWARZ, MIKI	8/3/2016	BMO1	PMCHQ00000551	\$110.58
135874	52450	SHAW CABLE	8/3/2016	BMO1	PMCHQ00000551	\$160.75
135875	53999	SPIFFY IN A JIFFY JANITORIAL I	8/3/2016	BMO1	PMCHQ00000551	\$1,260.00
135876	202523	WELLS, SHAWNA	8/3/2016	BMO1	PMCHQ00000551	\$1,160.00
135877	60530	WEST COAST DRAGON BOAT SOCIETY	8/3/2016	BMO1	PMCHQ00000551	\$42.00
135878	204363	WILSON, HAEILLIE	8/3/2016	BMO1	PMCHQ00000551	\$250.00
135879	30130	WESTERN VANCOUVER ISLAND INDUS	8/4/2016	BMO1	PMCHQ00000552	\$30,000.00
135880	559	0946982 BC LTD	8/5/2016	BMO1	PMCHQ00000553	\$5,870.03
135881	250	A C E COURIER SERVICES	8/5/2016	BMO1	PMCHQ00000553	\$70.81
135882	560	ACKLANDS - GRAINGER INC	8/5/2016	BMO1	PMCHQ00000553	\$947.21
135883	1335	AIRGAS CANADA INC.	8/5/2016	BMO1	PMCHQ00000553	\$130.59
135884	45585	ALBERNI ECO DRY CLEANERS	8/5/2016	BMO1	PMCHQ00000553	\$1,214.85
135885	200877	ALBERNI GLASS & MIRROR 2003 LT	8/5/2016	BMO1	PMCHQ00000553	\$42.01
135886	3120	ALBERNI TOWING	8/5/2016	BMO1	PMCHQ00000553	\$193.20
135887	3150	ALBERNI VALLEY CHAMBER OF COMM	8/5/2016	BMO1	PMCHQ00000553	\$617.09
135888	3665	ALBERNI VALLEY REFRIGERATION	8/5/2016	BMO1	PMCHQ00000553	\$224.00
135889	204769	ALLEN, PAULETTE	8/5/2016	BMO1	PMCHQ00000553	\$26.34
135890	52570	ANDREW SHERET LIMITED	8/5/2016	BMO1	PMCHQ00000553	\$2,113.69
135891	5720	ASPLUNDH CANADA INC	8/5/2016	BMO1	PMCHQ00000553	\$4,536.00
135892	7000	BAILEY ELECTRIC CO LTD	8/5/2016	BMO1	PMCHQ00000553	\$12,257.21
135893	7650	BAY, GUNTER	8/5/2016	BMO1	PMCHQ00000553	\$32.09
135894	204789	BC ONE CALL	8/5/2016	BMO1	PMCHQ00000553	\$444.15
135895	203811	BCFTOA	8/5/2016	BMO1	PMCHQ00000553	\$420.00
135896	7860	BEAVER CREEK HOME CENTRE	8/5/2016	BMO1	PMCHQ00000553	\$654.70
135897	8600	BERK'S INTERTRUCK LTD	8/5/2016	BMO1	PMCHQ00000553	\$514.36
135898	9065	BLACK PRESS GROUP	8/5/2016	BMO1	PMCHQ00000553	\$1,239.10
135899	9475	BOWERMAN EXCAVATING LTD.	8/5/2016	BMO1	PMCHQ00000553	\$4,483.50
135900	9515	BOWMARK CONCRETE LTD.	8/5/2016	BMO1	PMCHQ00000553	\$3,783.24
135901	204107	CANADIAN ALBERNI ENGINEERING L	8/5/2016	BMO1	PMCHQ00000553	\$96.47
135902	13790	CANADIAN CORPS OF COMMISSIONAI	8/5/2016	BMO1	PMCHQ00000553	\$2,206.07
135903	14380	CANADIAN LINEN AND UNIFORM SER	8/5/2016	BMO1	PMCHQ00000553	\$214.62
135904	15301	CANADIAN TIRE #488	8/5/2016	BMO1	PMCHQ00000553	\$472.87
135905	204100	CIBC PORT ALBERNI BANKING CENT	8/5/2016	BMO1	PMCHQ00000553	\$193.78
135906	17470	CICON, GUY	8/5/2016	BMO1	PMCHQ00000553	\$500.00
135907	17550	CIRCLE DAIRY 1987 LTD	8/5/2016	BMO1	PMCHQ00000553	\$375.95
135908	23250	COASTAL PEST MANAGEMENT	8/5/2016	BMO1	PMCHQ00000553	\$47.25
135909	18735	COFFEE FUND	8/5/2016	BMO1	PMCHQ00000553	\$80.00

City of Port Alberni
 VENDOR CHEQUE REGISTER REPORT
 Payables Management

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
135910	19300	COMOX PACIFIC EXPRESS LTD	8/5/2016	BM01	PMCHQ00000553	\$52.98
135911	204384	D K I SERVICES LTD	8/5/2016	BM01	PMCHQ00000553	\$21,000.07
135912	22200	DOLANS CONCRETE LTD	8/5/2016	BM01	PMCHQ00000553	\$6,570.15
135913	204106	DOMINION GOVLAW LLP	8/5/2016	BM01	PMCHQ00000553	\$252.00
135914	203978	ENCORE BUSINESS SOLUTIONS INC	8/5/2016	BM01	PMCHQ00000553	\$1,512.00
135915	42374	ENEX FUELS LTD.	8/5/2016	BM01	PMCHQ00000553	\$14,154.67
135916	202415	ESC AUTOMATION INC	8/5/2016	BM01	PMCHQ00000553	\$487.83
135917	23450	EVITT ELECTRIC CO LTD	8/5/2016	BM01	PMCHQ00000553	\$44.71
135918	204549	FORTIN, STEPHANIE	8/5/2016	BM01	PMCHQ00000553	\$300.00
135919	55160	FRED SURRIDGE LTD	8/5/2016	BM01	PMCHQ00000553	\$288.45
135920	26070	GRAPHICS FACTORY	8/5/2016	BM01	PMCHQ00000553	\$582.40
135921	202927	GRIN, JANET	8/5/2016	BM01	PMCHQ00000553	\$86.10
135922	204788	Colette J Harding	8/5/2016	BM01	PMCHQ00000553	\$770.00
135923	27371	HARDING, SHELLEY	8/5/2016	BM01	PMCHQ00000553	\$337.37
135924	27850	HAYLOCK BROS PAVING LTD	8/5/2016	BM01	PMCHQ00000553	\$4,149.36
135925	28067	HETHERINGTON INDUSTRIES LTD	8/5/2016	BM01	PMCHQ00000553	\$448.00
135926	204817	HI-LITE SIGN SERVICE	8/5/2016	BM01	PMCHQ00000553	\$2,136.75
135927	204290	HOBBY WORLD ARTS AND CRAFTS IN	8/5/2016	BM01	PMCHQ00000553	\$980.65
135928	28877	HOULE PRINTING	8/5/2016	BM01	PMCHQ00000553	\$533.12
135929	29890	IMAGE INSPECTION SERVICES LTD	8/5/2016	BM01	PMCHQ00000553	\$2,406.61
135930	32400	JAL DESIGNS AND GRAPHICS INC	8/5/2016	BM01	PMCHQ00000553	\$875.18
135932	200369	KOCH, DIANE	8/5/2016	BM01	PMCHQ00000553	\$25.00
135933	34420	L B WOODCHOPPERS LTD	8/5/2016	BM01	PMCHQ00000553	\$3,214.20
135934	34615	LANDMARK CINEMAS	8/5/2016	BM01	PMCHQ00000553	\$4,203.82
135935	204630	LEE, WARREN	8/5/2016	BM01	PMCHQ00000553	\$75.00
135936	202355	LORDCO PARTS LTD	8/5/2016	BM01	PMCHQ00000553	\$203.86
135937	36890	M B LABORATORIES LTD	8/5/2016	BM01	PMCHQ00000553	\$1,709.40
135938	35595	MACDERMOTT'S INSURANCE AGENCY L	8/5/2016	BM01	PMCHQ00000553	\$857.00
135939	37800	MAXWELL PAPER CANADA INC	8/5/2016	BM01	PMCHQ00000553	\$93.41
135940	36260	MCLEAN & HIGGINS LTD	8/5/2016	BM01	PMCHQ00000553	\$537.60
135941	41950	NEOCHEM a division of ENERCON	8/5/2016	BM01	PMCHQ00000553	\$3,025.77
135942	200869	NETLINK COMPUTER INC.	8/5/2016	BM01	PMCHQ00000553	\$1,282.12
135943	204611	NEXGEN HEARING INDUSTRIAL	8/5/2016	BM01	PMCHQ00000553	\$269.85
135944	27010	NUU-CHAH-NULTH TRIBAL COUNCIL	8/5/2016	BM01	PMCHQ00000553	\$112.00
135945	43435	P & R WESTERN STAR TRUCKS	8/5/2016	BM01	PMCHQ00000553	\$15.10
135946	204818	PAT KOSHIEFF	8/5/2016	BM01	PMCHQ00000553	\$2,500.00
135947	45725	PORT ALBERNI CIVIC MANAGERS AS	8/5/2016	BM01	PMCHQ00000553	\$560.00
135948	45850	PORT ALBERNI PORT AUTHORITY	8/5/2016	BM01	PMCHQ00000553	\$9,129.59
135949	46595	PRAXAIR DISTRIBUTION	8/5/2016	BM01	PMCHQ00000553	\$122.92
135950	46686	PROFIRE EMERGENCY EQUIPMENT IN	8/5/2016	BM01	PMCHQ00000553	\$754.40
135951	47333	QUALITY FOODS	8/5/2016	BM01	PMCHQ00000553	\$855.20
135952	47950	RAYNER BRACHT CONSTRUCTION	8/5/2016	BM01	PMCHQ00000553	\$2,952.41
135953	200900	RECEIVER GENERAL FOR CANADA -	8/5/2016	BM01	PMCHQ00000553	\$1,125.00
135954	204821	REGIONAL DISTRICT OF ALBERNI C	8/5/2016	BM01	PMCHQ00000553	\$42,079.50
135955	204764	REVOLUTION ENVIRONMENTAL SOLUT	8/5/2016	BM01	PMCHQ00000553	\$433,789.43
135956	204787	SANDHILL BOOK MARKETING	8/5/2016	BM01	PMCHQ00000553	\$22.62
135957	203790	SENSUS COMMUNICATION SOLUTIONS	8/5/2016	BM01	PMCHQ00000553	\$246.44
135958	52450	SHAW CABLE	8/5/2016	BM01	PMCHQ00000553	\$320.26
135959	52733	SHRED-IT INTERNATIONAL ULC	8/5/2016	BM01	PMCHQ00000553	\$64.13
135960	53910	SOUTHSIDE AUTO SUPPLY LTD	8/5/2016	BM01	PMCHQ00000553	\$302.56
135961	54170	STAFF FUND	8/5/2016	BM01	PMCHQ00000553	\$68.00
135962	202288	STAPLES/ BD# 321 PORT ALBERNI	8/5/2016	BM01	PMCHQ00000553	\$44.60
135963	204052	STEAMPUNK CAFE & COFFEE HOUSE	8/5/2016	BM01	PMCHQ00000553	\$279.30
135964	204329	STERICYCLE COMMUNICATION SOLUT	8/5/2016	BM01	PMCHQ00000553	\$184.59
135965	10920	TELUS	8/5/2016	BM01	PMCHQ00000553	\$166.80
135966	915751	THYSSENKRUPP ELEVATOR	8/5/2016	BM01	PMCHQ00000553	\$254.69
135967	56230	TIM HORTONS #1462	8/5/2016	BM01	PMCHQ00000553	\$20.68
135968	203092	TKS HYDRAULICS & SUPPLY	8/5/2016	BM01	PMCHQ00000553	\$99.03
135969	57040	UAP INC	8/5/2016	BM01	PMCHQ00000553	\$154.52
135970	57080	UNISOURCE CANADA INC	8/5/2016	BM01	PMCHQ00000553	\$1,304.68
135971	58880	VAN VLIET BOBCAT & EXCAVATING,	8/5/2016	BM01	PMCHQ00000553	\$798.00
135972	60613	WESTCOAST HOME HARDWARE	8/5/2016	BM01	PMCHQ00000553	\$212.56
135973	203499	WESTVAC INDUSTRIAL LTD	8/5/2016	BM01	PMCHQ00000553	\$567.36

City of Port Alberni
 VENDOR CHEQUE REGISTER REPORT
 Payables Management

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
135974	62740	WINDSOR PLYWOOD	8/5/2016	BM01	PMCHQ00000553	\$1,456.50
135975	204819	YFACTOR INC	8/5/2016	BM01	PMCHQ00000553	\$8,927.00
135976	10950	B C TRANSIT	8/5/2016	BM01	PMCHQ00000554	\$79,779.00
135977	60030	WATSON, KENNETH	8/5/2016	BM01	PMCHQ00000555	\$1,274.75
135978	10360	B C HYDRO & POWER AUTHORITY	8/10/2016	BM01	PMCHQ00000556	\$80,260.26
135979	203953	BC FIRE TRAINING OFFICERS ASSO	8/10/2016	BM01	PMCHQ00000556	\$295.00
135980	11765	BUDGET CAR AND TRUCK RENTAL	8/10/2016	BM01	PMCHQ00000556	\$151.49
135981	17640	CITY OF PORT ALBERNI	8/10/2016	BM01	PMCHQ00000556	\$549.28
135982	201803	CO-OPERATORS, THE	8/10/2016	BM01	PMCHQ00000556	\$19,199.05
135983	204445	COX, BRENNNA	8/10/2016	BM01	PMCHQ00000556	\$44.75
135984	201046	DIGITAL POSTAGE ON CALL	8/10/2016	BM01	PMCHQ00000556	\$10,500.00
135985	201588	DOUMONT FARM GREENHOUSES	8/10/2016	BM01	PMCHQ00000556	\$5,866.41
135986	204783	GILCHRIST, JESSICA	8/10/2016	BM01	PMCHQ00000556	\$26.82
135987	44520	PARKS & RECREATION PETTY CASH	8/10/2016	BM01	PMCHQ00000556	\$98.00
135988	45850	PORT ALBERNI PORT AUTHORITY	8/10/2016	BM01	PMCHQ00000556	\$6,269.50
135989	48750	RECEIVER GENERAL FOR CANADA -	8/10/2016	BM01	PMCHQ00000556	\$183.64
135990	200821	ROBERTS, MIKE	8/10/2016	BM01	PMCHQ00000556	\$744.00
135991	204241	SHEEN ARNOLD MCNEIL	8/10/2016	BM01	PMCHQ00000556	\$473.21
135992	53999	SPIFFY IN A JIFFY JANITORIAL I	8/10/2016	BM01	PMCHQ00000556	\$1,260.00
135993	58660	VANCOUVER ISLAND REGIONAL LIBR	8/10/2016	BM01	PMCHQ00000556	\$168,333.00
135994	204822	VIRIDIAN ENERGY CO-OPERATIVE	8/10/2016	BM01	PMCHQ00000556	\$2,887.50
135995	203107	WEST ISLE RESOURCES RENEWAL LT	8/10/2016	BM01	PMCHQ00000556	\$2,458.05
135996	204796	ALBAYA, JAKE	8/17/2016	BM01	PMCHQ00000557	\$32.37
135997	1960	ALBERNI DISTRICT CO-OP ASSOC	8/17/2016	BM01	PMCHQ00000557	\$312.03
135998	5743	ASSOCIATED FIRE & SAFETY INC.	8/17/2016	BM01	PMCHQ00000557	\$3,787.13
135999	6950	BAGLEY, CATHY	8/17/2016	BM01	PMCHQ00000557	\$29.74
136000	203918	BRACK, CHRISTINA	8/17/2016	BM01	PMCHQ00000557	\$360.00
136001	204100	CIBC PORT ALBERNI BANKING CENT	8/17/2016	BM01	PMCHQ00000557	\$770.00
136002	17470	CICON, GUY	8/17/2016	BM01	PMCHQ00000557	\$990.11
136003	17971	CIVIC INFO BC	8/17/2016	BM01	PMCHQ00000557	\$446.25
136004	203978	ENCORE BUSINESS SOLUTIONS INC	8/17/2016	BM01	PMCHQ00000557	\$1,795.50
136005	204795	ENVIRONMENT & CLIMATE CHANGE C	8/17/2016	BM01	PMCHQ00000557	\$162.40
136006	204250	FRANK, ROMAN	8/17/2016	BM01	PMCHQ00000557	\$13.59
136007	204015	FRIESEN PLASTICS INC	8/17/2016	BM01	PMCHQ00000557	\$1,691.01
136008	31675	ISLAND KEY COMPUTER LTD	8/17/2016	BM01	PMCHQ00000557	\$3,713.92
136009	204262	KLEYN, MICHAEL	8/17/2016	BM01	PMCHQ00000557	\$1,292.40
136010	203972	KWAN, NATHAN	8/17/2016	BM01	PMCHQ00000557	\$56.00
136011	203674	MYRA SYSTEMS CORP	8/17/2016	BM01	PMCHQ00000557	\$9,688.18
136012	44520	PARKS & RECREATION PETTY CASH	8/17/2016	BM01	PMCHQ00000557	\$31.35
136013	44577	Paulan Jewellery	8/17/2016	BM01	PMCHQ00000557	\$2,581.60
136014	45995	PORT ALBERNI ONLINE	8/17/2016	BM01	PMCHQ00000557	\$787.50
136015	49929	RANDS, BRIAN	8/17/2016	BM01	PMCHQ00000557	\$1,300.00
136016	203356	SAMSON, NOMI	8/17/2016	BM01	PMCHQ00000557	\$350.00
136017	204080	SCHWAGER, SERENA	8/17/2016	BM01	PMCHQ00000557	\$69.20
136018	52450	SHAW CABLE	8/17/2016	BM01	PMCHQ00000557	\$475.00
136019	204773	SUTTON, NICK	8/17/2016	BM01	PMCHQ00000557	\$57.20
136020	10920	TELUS	8/17/2016	BM01	PMCHQ00000557	\$9,136.98
136021	10868	TELUS MOBILITY CELLULAR INC	8/17/2016	BM01	PMCHQ00000557	\$3,691.65
136022	204775	TREMBLAY, KRISTA	8/17/2016	BM01	PMCHQ00000557	\$457.12
136023	200969	VAN NISPEN, PIP	8/17/2016	BM01	PMCHQ00000557	\$960.00
136024	60457	WESCO	8/17/2016	BM01	PMCHQ00000557	\$10,921.96
136025	204793	WILSON, LINDA	8/17/2016	BM01	PMCHQ00000557	\$706.27
136026	559	0946982 BC LTD	8/18/2016	BM01	PMCHQ00000558	\$3,152.63
136027	250	A C E COURIER SERVICES	8/18/2016	BM01	PMCHQ00000558	\$117.89
136028	560	ACKLANDS - GRAINGER INC	8/18/2016	BM01	PMCHQ00000558	\$2,641.22
136029	203082	ADVANCED AUTOMATIC DOORS	8/18/2016	BM01	PMCHQ00000558	\$14,086.80
136030	27020	AIR LIQUIDE CANADA INC	8/18/2016	BM01	PMCHQ00000558	\$447.19
136031	1335	AIRGAS CANADA INC.	8/18/2016	BM01	PMCHQ00000558	\$100.06
136032	203076	ALBERNI VALLEY VACUUMS	8/18/2016	BM01	PMCHQ00000558	\$1,093.68
136033	3951	ALOYD FITNESS	8/18/2016	BM01	PMCHQ00000558	\$98.98
136034	52570	ANDREW SHERT LIMITED	8/18/2016	BM01	PMCHQ00000558	\$16,181.76
136035	5740	ASSOCIATED ENGINEERING (BC) LT	8/18/2016	BM01	PMCHQ00000558	\$50,632.14
136036	10360	B C HYDRO & POWER AUTHORITY	8/18/2016	BM01	PMCHQ00000558	\$193.62

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
136037	7000	BAILEY ELECTRIC CO LTD	8/18/2016	BMO1	PMCHQ00000558	\$7,404.65
136038	7860	BEAVER CREEK HOME CENTRE	8/18/2016	BMO1	PMCHQ00000558	\$456.39
136039	8600	BERK'S INTERTRUCK LTD	8/18/2016	BMO1	PMCHQ00000558	\$1,717.26
136040	9065	BLACK PRESS GROUP	8/18/2016	BMO1	PMCHQ00000558	\$1,028.91
136041	9475	BOWERMAN EXCAVATING LTD.	8/18/2016	BMO1	PMCHQ00000558	\$100.80
136042	9515	BOWMARK CONCRETE LTD.	8/18/2016	BMO1	PMCHQ00000558	\$502.23
136043	10997	BRANDT TRACTOR LTD.	8/18/2016	BMO1	PMCHQ00000558	\$927.73
136044	54350	BRENNTAG CANADA INC.	8/18/2016	BMO1	PMCHQ00000558	\$1,251.24
136045	11765	BUDGET CAR AND TRUCK RENTAL	8/18/2016	BMO1	PMCHQ00000558	\$3,153.33
136046	202946	BYTE CAMP EDUCATION SOCIETY	8/18/2016	BMO1	PMCHQ00000558	\$2,137.50
136047	204107	CANADIAN ALBERNI ENGINEERING L	8/18/2016	BMO1	PMCHQ00000558	\$113.93
136048	14380	CANADIAN LINEN AND UNIFORM SER	8/18/2016	BMO1	PMCHQ00000558	\$365.06
136049	15301	CANADIAN TIRE #488	8/18/2016	BMO1	PMCHQ00000558	\$159.39
136050	15580	CANADIAN UNION OF PUBLIC EMPLO	8/18/2016	BMO1	PMCHQ00000558	\$12,306.76
136051	200918	CARFRA & LAWTON	8/18/2016	BMO1	PMCHQ00000558	\$1,551.07
136052	203688	CDW CANADA	8/18/2016	BMO1	PMCHQ00000558	\$5,342.76
136053	17550	CIRCLE DAIRY 1987 LTD	8/18/2016	BMO1	PMCHQ00000558	\$98.36
136054	203788	CLOVERDALE PAINT INC	8/18/2016	BMO1	PMCHQ00000558	\$1,031.04
136055	204580	COAST ENVIRONMENTAL LTD	8/18/2016	BMO1	PMCHQ00000558	\$112.00
136056	204803	COAST INDUSTRIAL MACHINING LTD	8/18/2016	BMO1	PMCHQ00000558	\$1,064.00
136057	23250	COASTAL PEST MANAGEMENT	8/18/2016	BMO1	PMCHQ00000558	\$94.50
136058	18735	COFFEE FUND	8/18/2016	BMO1	PMCHQ00000558	\$60.00
136059	18740	COKELY WIRE ROPE LTD	8/18/2016	BMO1	PMCHQ00000558	\$143.18
136060	204614	COMMUNICATION CONNECTION	8/18/2016	BMO1	PMCHQ00000558	\$4,990.21
136061	204527	CPS (CANADA) INC	8/18/2016	BMO1	PMCHQ00000558	\$539.47
136062	21010	D B A SILENCING LTD	8/18/2016	BMO1	PMCHQ00000558	\$72.80
136063	91538	DANNEBERG, INGRID	8/18/2016	BMO1	PMCHQ00000558	\$51.37
136064	204753	DAVIES PARK & ASSOCIATES	8/18/2016	BMO1	PMCHQ00000558	\$20,392.00
136065	22200	DOLANS CONCRETE LTD	8/18/2016	BMO1	PMCHQ00000558	\$830.69
136066	203978	ENCORE BUSINESS SOLUTIONS INC	8/18/2016	BMO1	PMCHQ00000558	\$472.50
136067	42374	ENEX FUELS LTD.	8/18/2016	BMO1	PMCHQ00000558	\$3,137.80
136068	204276	GARDAWORLD	8/18/2016	BMO1	PMCHQ00000558	\$1,358.63
136069	204815	GLACIER SPECIALTY PUBLISHING	8/18/2016	BMO1	PMCHQ00000558	\$1,050.00
136070	27009	HACH SALES & SERVICE CANADA	8/18/2016	BMO1	PMCHQ00000558	\$1,343.56
136071	27300	HANDY ANDY MAINTENANCE LTD	8/18/2016	BMO1	PMCHQ00000558	\$225.12
136072	27850	HAYLOCK BROS PAVING LTD	8/18/2016	BMO1	PMCHQ00000558	\$2,221.78
136073	28877	HOULE PRINTING	8/18/2016	BMO1	PMCHQ00000558	\$445.76
136074	29890	IMAGE INSPECTION SERVICES LTD	8/18/2016	BMO1	PMCHQ00000558	\$210.00
136075	30194	INLAND KENWORTH/PARKER PACIFIC	8/18/2016	BMO1	PMCHQ00000558	\$196.62
136076	31495	ISLAND FIRE PROTECTION LTD.	8/18/2016	BMO1	PMCHQ00000558	\$242.55
136077	201546	ISLAND TIMBERLANDS	8/18/2016	BMO1	PMCHQ00000558	\$1,597.23
136078	32400	JAL DESIGNS AND GRAPHICS INC	8/18/2016	BMO1	PMCHQ00000558	\$145.60
136079	34215	KOERS & ASSOCIATES ENGINEERING	8/18/2016	BMO1	PMCHQ00000558	\$2,579.73
136080	34420	L B WOODCHOPPERS LTD	8/18/2016	BMO1	PMCHQ00000558	\$1,886.14
136081	35132	LIFESAVING SOCIETY	8/18/2016	BMO1	PMCHQ00000558	\$528.00
136082	204686	LIN HAW INTERNATIONAL CO LTD	8/18/2016	BMO1	PMCHQ00000558	\$5,132.47
136083	203600	LOOMIS EXPRESS	8/18/2016	BMO1	PMCHQ00000558	\$44.22
136084	202355	LORDCO PARTS LTD	8/18/2016	BMO1	PMCHQ00000558	\$400.17
136085	204781	LULHAM, DEBRA	8/18/2016	BMO1	PMCHQ00000558	\$26.95
136086	35576	LUSSIER & SON CONTRACTING LTD	8/18/2016	BMO1	PMCHQ00000558	\$2,846.76
136087	36890	M B LABORATORIES LTD	8/18/2016	BMO1	PMCHQ00000558	\$1,493.10
136088	204550	MAXXAM	8/18/2016	BMO1	PMCHQ00000558	\$128.10
136089	36260	MCLEAN & HIGGINS LTD	8/18/2016	BMO1	PMCHQ00000558	\$182.48
136090	38079	MERIT FURNITURE	8/18/2016	BMO1	PMCHQ00000558	\$783.99
136091	38161	MID ISLAND FIRE EQUIPMENT LTD	8/18/2016	BMO1	PMCHQ00000558	\$509.51
136092	204256	MID ISLAND SAFETY CONSULTING I	8/18/2016	BMO1	PMCHQ00000558	\$1,050.00
136093	203389	MINISTER OF GOVERNMENT SERVICE	8/18/2016	BMO1	PMCHQ00000558	\$51.86
136094	40250	MONK OFFICE	8/18/2016	BMO1	PMCHQ00000558	\$655.97
136095	204335	MOTION CANADA	8/18/2016	BMO1	PMCHQ00000558	\$405.26
136096	201071	NEOPOST CANADA LTD.	8/18/2016	BMO1	PMCHQ00000558	\$4,002.65
136097	43459	PACIFIC AUDIO WORKS	8/18/2016	BMO1	PMCHQ00000558	\$185.05
136098	204792	PIANO FORTE AND TUNING SERVICE	8/18/2016	BMO1	PMCHQ00000558	\$631.46
136099	32500	PLANETCLEAN (NANAIMO) LTD	8/18/2016	BMO1	PMCHQ00000558	\$211.93

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
136100	46595	PRAXAIR DISTRIBUTION	8/18/2016	BMO1	PMCHQ00000558	\$52.79
136101	18301	PREMIER PACIFIC SEEDS LTD	8/18/2016	BMO1	PMCHQ00000558	\$1,533.21
136102	47333	QUALITY FOODS	8/18/2016	BMO1	PMCHQ00000558	\$229.60
136103	47950	RAYNER BRACHT CONSTRUCTION	8/18/2016	BMO1	PMCHQ00000558	\$629.11
136104	200900	RECEIVER GENERAL FOR CANADA -	8/18/2016	BMO1	PMCHQ00000558	\$575.00
136105	49140	REGIONAL DISTRICT OF ALBERNI C	8/18/2016	BMO1	PMCHQ00000558	\$22,312.10
136106	49150	REGIONAL DISTRICT OF ALBERNI C	8/18/2016	BMO1	PMCHQ00000558	\$720.00
136107	204764	REVOLUTION ENVIRONMENTAL SOLUT	8/18/2016	BMO1	PMCHQ00000558	\$50,226.75
136108	203689	RICOH CANADA	8/18/2016	BMO1	PMCHQ00000558	\$7,129.28
136109	203661	SCHAFFERS' EQUIPMENT	8/18/2016	BMO1	PMCHQ00000558	\$44.86
136110	204228	SCM INSURANCE SERVICES-IN TRUS	8/18/2016	BMO1	PMCHQ00000558	\$874.00
136111	52120	SEARS - PORT ALBERNI	8/18/2016	BMO1	PMCHQ00000558	\$120.36
136112	9325	SHANKS, RONDI	8/18/2016	BMO1	PMCHQ00000558	\$77.00
136113	52733	SHRED-IT INTERNATIONAL ULC	8/18/2016	BMO1	PMCHQ00000558	\$128.26
136114	52097	SLR CONSULTING (CANADA) LTD	8/18/2016	BMO1	PMCHQ00000558	\$5,596.02
136115	53726	SOFTCHOICE CORP	8/18/2016	BMO1	PMCHQ00000558	\$6,049.57
136116	53910	SOUTHSIDE AUTO SUPPLY LTD	8/18/2016	BMO1	PMCHQ00000558	\$357.20
136117	54170	STAFF FUND	8/18/2016	BMO1	PMCHQ00000558	\$67.00
136118	203092	TKS HYDRAULICS & SUPPLY	8/18/2016	BMO1	PMCHQ00000558	\$330.83
136119	56340	TOMKO SPORTS SYSTEMS INC	8/18/2016	BMO1	PMCHQ00000558	\$838.58
136120	57040	UAP INC	8/18/2016	BMO1	PMCHQ00000558	\$718.86
136121	57080	UNISOURCE CANADA INC	8/18/2016	BMO1	PMCHQ00000558	\$1,151.85
136122	203234	VAN ISLE FORD	8/18/2016	BMO1	PMCHQ00000558	\$258.32
136123	58172	VAN KAM FREIGHTWAYS LTD	8/18/2016	BMO1	PMCHQ00000558	\$267.16
136124	200217	VOYSEY, SHANE	8/18/2016	BMO1	PMCHQ00000558	\$150.98
136125	204648	WEST COAST AQUATIC STEWARDSHIP	8/18/2016	BMO1	PMCHQ00000558	\$115.50
136126	60613	WESTCOAST HOME HARDWARE	8/18/2016	BMO1	PMCHQ00000558	\$283.74
136127	59700	WL SOLUTIONS LTD	8/18/2016	BMO1	PMCHQ00000558	\$462.00
136128	35130	YOUNG, ANDERSON	8/18/2016	BMO1	PMCHQ00000558	\$329.91
REMIT0000000000000039	33777	KENDRICK EQUIPMENT 2003 LTD.	8/18/2016		PMCHQ00000558	\$0.00
REMIT0000000000000040	50260	ROLLINS MACHINERY LTD	8/18/2016		PMCHQ00000558	\$0.00
REMIT0000000000000041	203124	STAPLES ADVANTAGE	8/18/2016		PMCHQ00000558	\$0.00
136129	203363	BUSINESS EXAMINER	8/24/2016	BMO1	PMCHQ00000559	\$1,362.90
136130	204445	COX, BRENNNA	8/24/2016	BMO1	PMCHQ00000559	\$3.85
136131	16501	FORTIS BC - NATURAL GAS	8/24/2016	BMO1	PMCHQ00000559	\$1,206.11
136132	203958	GAGNON, MICHELLE	8/24/2016	BMO1	PMCHQ00000559	\$169.11
136133	204727	HAYDEN, AMELIA	8/24/2016	BMO1	PMCHQ00000559	\$124.24
136134	204798	HUBBARD, RICHARD	8/24/2016	BMO1	PMCHQ00000559	\$30.00
136135	202319	INDUSTRIAL ALLIANCE INSURANCE	8/24/2016	BMO1	PMCHQ00000559	\$473.69
136136	203488	K & G INSTALLATIONS LTD.	8/24/2016	BMO1	PMCHQ00000559	\$6,195.00
136137	203972	KWAN, NATHAN	8/24/2016	BMO1	PMCHQ00000559	\$35.80
136138	203548	MUKHIJA, SIMMY	8/24/2016	BMO1	PMCHQ00000559	\$510.00
136139	45593	PLEY, TIM	8/24/2016	BMO1	PMCHQ00000559	\$42.56
136140	203356	SAMSON, NOMI	8/24/2016	BMO1	PMCHQ00000559	\$250.00
136141	51740	SCHUT, HAROLD	8/24/2016	BMO1	PMCHQ00000559	\$15.00
136142	203980	SOGGE, PAULA	8/24/2016	BMO1	PMCHQ00000559	\$46.75
136143	200969	VAN NISPEEN, PIP	8/24/2016	BMO1	PMCHQ00000559	\$480.00
136144	10360	B C HYDRO & POWER AUTHORITY	8/25/2016	BMO1	PMCHQ00000560	\$19.97
136145	204829	CHAPEL OF MEMORIES	8/25/2016	BMO1	PMCHQ00000560	\$423.20
136146	16501	FORTIS BC - NATURAL GAS	8/25/2016	BMO1	PMCHQ00000560	\$2,376.07
136147	204574	IGI RESOURCES	8/25/2016	BMO1	PMCHQ00000560	\$1,555.29
136148	204824	MODU-LOC FENCE RENTALS LP	8/25/2016	BMO1	PMCHQ00000560	\$3,292.80
136149	46595	PRAXAIR DISTRIBUTION	8/25/2016	BMO1	PMCHQ00000560	\$782.41
136150	50820	RUSSELL FOOD EQUIPMENT LIMITED	8/25/2016	BMO1	PMCHQ00000560	\$239.68
136151	203213	ANDERSON, JENNIFER	8/31/2016	BMO1	PMCHQ00000561	\$60.20
136152	7400	BANK OF NOVA SCOTIA	8/31/2016	BMO1	PMCHQ00000561	\$770.00
136153	204195	BEECROFT, DAVE	8/31/2016	BMO1	PMCHQ00000561	\$500.00
136154	204799	CARTER, WAYNE	8/31/2016	BMO1	PMCHQ00000561	\$275.00
136155	35052	CHEVELDAVE, WAYNE OR JANZEN, S	8/31/2016	BMO1	PMCHQ00000561	\$183.20
136156	17640	CITY OF PORT ALBERNI	8/31/2016	BMO1	PMCHQ00000561	\$192.50
136157	18735	COFFEE FUND	8/31/2016	BMO1	PMCHQ00000561	\$17.50
136158	22200	DOLANS CONCRETE LTD	8/31/2016	BMO1	PMCHQ00000561	\$651.31
136159	22650	ECHO SUNSHINE CLUB	8/31/2016	BMO1	PMCHQ00000561	\$60.00

City of Port Alberni
 VENDOR CHEQUE REGISTER REPORT
 Payables Management

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
136160	202099	FARRELL, JEANNETTE	8/31/2016	BMO1	PMCHQ00000561	\$36.75
136161	204549	FORTIN, STEPHANIE	8/31/2016	BMO1	PMCHQ00000561	\$120.00
136162	204785	Halttunen, Jason	8/31/2016	BMO1	PMCHQ00000561	\$750.00
136163	27371	HARDING, SHELLEY	8/31/2016	BMO1	PMCHQ00000561	\$98.76
136164	28205	HILTON CENTRE	8/31/2016	BMO1	PMCHQ00000561	\$599.00
136165	203693	LADYBIRD ENGRAVING & WEB CREAT	8/31/2016	BMO1	PMCHQ00000561	\$637.92
136166	203600	LOOMIS EXPRESS	8/31/2016	BMO1	PMCHQ00000561	\$685.32
136167	204797	MC MILLAN, BRADLEY E	8/31/2016	BMO1	PMCHQ00000561	\$1,248.56
136168	203043	PELECH, JEFF	8/31/2016	BMO1	PMCHQ00000561	\$54.56
136169	45593	PLEY, TIM	8/31/2016	BMO1	PMCHQ00000561	\$29.90
136170	45725	PORT ALBERNI CIVIC MANAGERS AS	8/31/2016	BMO1	PMCHQ00000561	\$560.00
136171	25322	PORT ALBERNI FIRE DEPARTMENT P	8/31/2016	BMO1	PMCHQ00000561	\$130.45
136172	45800	PORT ALBERNI FIRE FIGHTERS ASS	8/31/2016	BMO1	PMCHQ00000561	\$4,284.00
136173	47333	QUALITY FOODS	8/31/2016	BMO1	PMCHQ00000561	\$4,017.27
136174	53650	S P C A	8/31/2016	BMO1	PMCHQ00000561	\$12,294.96
136175	51747	SCIENCE VENTURE	8/31/2016	BMO1	PMCHQ00000561	\$1,960.00
136176	53999	SPIFFY IN A JIFFY JANITORIAL I	8/31/2016	BMO1	PMCHQ00000561	\$1,260.00
136177	204071	TREO PORT MANN	8/31/2016	BMO1	PMCHQ00000561	\$2.30
136178	559	0946982 BC LTD	9/1/2016	BMO1	PMCHQ00000562	\$5,019.53
136179	250	A C E COURIER SERVICES	9/1/2016	BMO1	PMCHQ00000562	\$2,475.22
136180	560	ACKLANDS - GRAINGER INC	9/1/2016	BMO1	PMCHQ00000562	\$685.04
136181	1000	AGO INDUSTRIES INC	9/1/2016	BMO1	PMCHQ00000562	\$2,556.49
136182	1800	ALBERNI COMMUNICATIONS & ELECT	9/1/2016	BMO1	PMCHQ00000562	\$22.35
136183	200877	ALBERNI GLASS & MIRROR 2003 LT	9/1/2016	BMO1	PMCHQ00000562	\$42.01
136184	2540	ALBERNI INDUSTRIAL MARINE SUPP	9/1/2016	BMO1	PMCHQ00000562	\$135.79
136185	52570	ANDREW SHERET LIMITED	9/1/2016	BMO1	PMCHQ00000562	\$37,144.33
136186	5743	ASSOCIATED FIRE & SAFETY INC.	9/1/2016	BMO1	PMCHQ00000562	\$296.63
136187	7000	BAILEY ELECTRIC CO LTD	9/1/2016	BMO1	PMCHQ00000562	\$12,396.84
136188	7860	BEAVER CREEK HOME CENTRE	9/1/2016	BMO1	PMCHQ00000562	\$1,018.36
136189	8600	BERK'S INTERTRUCK LTD	9/1/2016	BMO1	PMCHQ00000562	\$1,511.68
136190	13790	CANADIAN CORPS OF COMMISSIONAI	9/1/2016	BMO1	PMCHQ00000562	\$2,206.07
136191	14380	CANADIAN LINEN AND UNIFORM SER	9/1/2016	BMO1	PMCHQ00000562	\$787.05
136192	16201	CASEWARE INTERNATIONAL INC	9/1/2016	BMO1	PMCHQ00000562	\$322.88
136193	204685	CHEMPOSITE INC	9/1/2016	BMO1	PMCHQ00000562	\$917.70
136194	17550	CIRCLE DAIRY 1987 LTD	9/1/2016	BMO1	PMCHQ00000562	\$186.17
136195	12586	CMJ EQUIPMENT	9/1/2016	BMO1	PMCHQ00000562	\$262.50
136196	23250	COASTAL PEST MANAGEMENT	9/1/2016	BMO1	PMCHQ00000562	\$47.25
136197	44880	DB PERKS & ASSOCIATES LTD.	9/1/2016	BMO1	PMCHQ00000562	\$386.31
136198	22200	DOLANS CONCRETE LTD	9/1/2016	BMO1	PMCHQ00000562	\$8,658.02
136199	23181	EMCO LIMITED	9/1/2016	BMO1	PMCHQ00000562	\$335.19
136200	203978	ENCORE BUSINESS SOLUTIONS INC	9/1/2016	BMO1	PMCHQ00000562	\$330.75
136201	203670	FIRST AID AND SURVIVAL	9/1/2016	BMO1	PMCHQ00000562	\$31.43
136202	26070	GRAPHICS FACTORY	9/1/2016	BMO1	PMCHQ00000562	\$928.48
136203	204317	GREAT CENTRAL SOCIAL COMPANY	9/1/2016	BMO1	PMCHQ00000562	\$3,885.00
136204	37255	GREAT WEST EQUIPMENT	9/1/2016	BMO1	PMCHQ00000562	\$7.56
136205	27366	HARBOURVIEW COLLISION LTD	9/1/2016	BMO1	PMCHQ00000562	\$379.20
136206	27371	HARDING, SHELLEY	9/1/2016	BMO1	PMCHQ00000562	\$93.61
136207	27850	HAYLOCK BROS PAVING LTD	9/1/2016	BMO1	PMCHQ00000562	\$1,762.17
136208	28920	HOUSE OF SERVICE	9/1/2016	BMO1	PMCHQ00000562	\$166.60
136209	29260	HYLAND PRECAST INC	9/1/2016	BMO1	PMCHQ00000562	\$770.22
136210	56290	ICOMPASS TECHNOLOGIES INC.	9/1/2016	BMO1	PMCHQ00000562	\$194.25
136211	30230	INPROTECT SYSTEMS INC	9/1/2016	BMO1	PMCHQ00000562	\$291.25
136212	30743	INTERIOR TURF EQUIPMENT LTD	9/1/2016	BMO1	PMCHQ00000562	\$16.80
136214	32270	JACK'S TIRE SALES & SERVICES L	9/1/2016	BMO1	PMCHQ00000562	\$2,880.64
136215	32575	JESCO ENTERPRISES	9/1/2016	BMO1	PMCHQ00000562	\$204.75
136216	33496	JUST RITE PRECISION SHARPENING	9/1/2016	BMO1	PMCHQ00000562	\$235.20
136217	33548	K & B GLASS	9/1/2016	BMO1	PMCHQ00000562	\$89.25
136218	34420	L B WOODCHOPPERS LTD	9/1/2016	BMO1	PMCHQ00000562	\$1,254.97
136219	34615	LANDMARK CINEMAS	9/1/2016	BMO1	PMCHQ00000562	\$1,575.00
136220	38560	MINISTER OF FINANCE - Product	9/1/2016	BMO1	PMCHQ00000562	\$117.44
136221	40381	MONGREL MEDIA	9/1/2016	BMO1	PMCHQ00000562	\$392.00
136222	27010	NUU-CHAH-NULTH TRIBAL COUNCIL	9/1/2016	BMO1	PMCHQ00000562	\$85.00
136223	32500	PLANETCLEAN (NANAIMO) LTD	9/1/2016	BMO1	PMCHQ00000562	\$374.68

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
136224	47950	RAYNER BRACHT CONSTRUCTION	9/1/2016	BMO1	PMCHQ00000562	\$1,383.55
136225	204851	RKM CRANE SERVICES	9/1/2016	BMO1	PMCHQ00000562	\$4,042.50
136226	203661	SCHAFFERS' EQUIPMENT	9/1/2016	BMO1	PMCHQ00000562	\$1,636.90
136227	52710	SHOPPERS DRUG MART	9/1/2016	BMO1	PMCHQ00000562	\$17.93
136228	53910	SOUTHSIDE AUTO SUPPLY LTD	9/1/2016	BMO1	PMCHQ00000562	\$100.70
136229	203124	STAPLES ADVANTAGE	9/1/2016	BMO1	PMCHQ00000562	\$668.84
136230	204329	STERICYCLE COMMUNICATION SOLUT	9/1/2016	BMO1	PMCHQ00000562	\$184.59
136231	204828	SURESPAN STRUCTURES LTD	9/1/2016	BMO1	PMCHQ00000562	\$4,166.40
136232	203671	TARGET MULTI-MEDIA INC	9/1/2016	BMO1	PMCHQ00000562	\$1,925.00
136233	203092	TKS HYDRAULICS & SUPPLY	9/1/2016	BMO1	PMCHQ00000562	\$54.17
136234	56323	TOM HARRIS CELLULAR LTD	9/1/2016	BMO1	PMCHQ00000562	\$430.79
136235	202823	ULINE	9/1/2016	BMO1	PMCHQ00000562	\$505.30
136236	57080	UNISOURCE CANADA INC	9/1/2016	BMO1	PMCHQ00000562	\$383.38
136237	204830	WELCOME WAGON	9/1/2016	BMO1	PMCHQ00000562	\$177.77
136238	60613	WESTCOAST HOME HARDWARE	9/1/2016	BMO1	PMCHQ00000562	\$231.78
136239	63095	WURTH CANADA LIMITED	9/1/2016	BMO1	PMCHQ00000562	\$305.25
136240	200530	YELLOW PAGES GROUP	9/1/2016	BMO1	PMCHQ00000562	\$24.26
136241	203796	ACCENT REFRIGERATION SYSTEMS	9/7/2016	BMO1	PMCHQ00000563	\$16,535.74
136242	7000	BAILEY ELECTRIC CO LTD	9/7/2016	BMO1	PMCHQ00000563	\$1,187.78
136243	54350	BRENNTAG CANADA INC.	9/7/2016	BMO1	PMCHQ00000563	\$2,483.77
136244	9868	BRITISH COLUMBIA SAFETY AUTHOR	9/7/2016	BMO1	PMCHQ00000563	\$5,099.49
136245	203484	CAMLOCK HOLDINGS LTD	9/7/2016	BMO1	PMCHQ00000563	\$1,132.46
136246	17572	CITIZENS ON PATROL	9/7/2016	BMO1	PMCHQ00000563	\$620.00
136247	201803	CO-OPERATORS, THE	9/7/2016	BMO1	PMCHQ00000563	\$15,702.38
136248	204230	COUNTERFORCE CORPORATION	9/7/2016	BMO1	PMCHQ00000563	\$141.59
136249	28173	DANN HIGGINS GAS SERVICES	9/7/2016	BMO1	PMCHQ00000563	\$231.00
136250	35105	LEWKOWICH GEOTECHNICAL ENGINEE	9/7/2016	BMO1	PMCHQ00000563	\$684.50
136251	204616	BROWN, ANGELA	9/8/2016	BMO1	PMCHQ00000564	\$70.00
136252	203598	SLOAN, JOYCE	9/8/2016	BMO1	PMCHQ00000564	\$1,522.50
136253	203980	SOGGE, PAULA	9/8/2016	BMO1	PMCHQ00000564	\$55.55
136254	559	0946982 BC LTD	9/8/2016	BMO1	PMCHQ00000565	\$859.95
136255	560	ACKLANDS - GRAINGER INC	9/8/2016	BMO1	PMCHQ00000565	\$1,069.32
136256	1335	AIRGAS CANADA INC.	9/8/2016	BMO1	PMCHQ00000565	\$171.25
136257	45585	ALBERNI ECO DRY CLEANERS	9/8/2016	BMO1	PMCHQ00000565	\$105.00
136258	200877	ALBERNI GLASS & MIRROR 2003 LT	9/8/2016	BMO1	PMCHQ00000565	\$73.92
136259	2540	ALBERNI INDUSTRIAL MARINE SUPP	9/8/2016	BMO1	PMCHQ00000565	\$650.22
136260	3665	ALBERNI VALLEY REFRIGERATION	9/8/2016	BMO1	PMCHQ00000565	\$1,589.18
136261	204651	ALBERNI VALLEY TRANSITION TOWN	9/8/2016	BMO1	PMCHQ00000565	\$200.00
136262	204769	ALLEN, PAULETTE	9/8/2016	BMO1	PMCHQ00000565	\$26.34
136263	3951	ALOYD FITNESS	9/8/2016	BMO1	PMCHQ00000565	\$163.45
136264	52570	ANDREW SHERET LIMITED	9/8/2016	BMO1	PMCHQ00000565	\$2,285.32
136265	7000	BAILEY ELECTRIC CO LTD	9/8/2016	BMO1	PMCHQ00000565	\$3,341.19
136266	204856	BARNETT, HAROLD	9/8/2016	BMO1	PMCHQ00000565	\$142.00
136267	7860	BEAVER CREEK HOME CENTRE	9/8/2016	BMO1	PMCHQ00000565	\$1,642.84
136268	8600	BERK'S INTERTRUCK LTD	9/8/2016	BMO1	PMCHQ00000565	\$891.72
136269	202718	BOSTON PIZZA	9/8/2016	BMO1	PMCHQ00000565	\$202.53
136270	9475	BOWERMAN EXCAVATING LTD.	9/8/2016	BMO1	PMCHQ00000565	\$2,452.80
136271	54350	BRENNTAG CANADA INC.	9/8/2016	BMO1	PMCHQ00000565	\$2,996.78
136272	11765	BUDGET CAR AND TRUCK RENTAL	9/8/2016	BMO1	PMCHQ00000565	\$179.43
136273	204107	CANADIAN ALBERNI ENGINEERING L	9/8/2016	BMO1	PMCHQ00000565	\$28.85
136274	14380	CANADIAN LINEN AND UNIFORM SER	9/8/2016	BMO1	PMCHQ00000565	\$242.77
136275	15052	CANADIAN RED CROSS SOCIETY - C	9/8/2016	BMO1	PMCHQ00000565	\$430.85
136276	15301	CANADIAN TIRE #488	9/8/2016	BMO1	PMCHQ00000565	\$180.32
136277	204100	CIBC PORT ALBERNI BANKING CENT	9/8/2016	BMO1	PMCHQ00000565	\$774.39
136278	203788	CLOVERDALE PAINT INC	9/8/2016	BMO1	PMCHQ00000565	\$532.51
136279	204641	CMLS FINANCIAL	9/8/2016	BMO1	PMCHQ00000565	\$770.04
136280	23250	COASTAL PEST MANAGEMENT	9/8/2016	BMO1	PMCHQ00000565	\$89.25
136281	18740	COKELY WIRE ROPE LTD	9/8/2016	BMO1	PMCHQ00000565	\$109.37
136282	29133	D R CLOUGH CONSULTING	9/8/2016	BMO1	PMCHQ00000565	\$8,051.15
136283	22200	DOLANS CONCRETE LTD	9/8/2016	BMO1	PMCHQ00000565	\$1,929.53
136284	23181	EMCO LIMITED	9/8/2016	BMO1	PMCHQ00000565	\$519.92
136285	42374	ENEX FUELS LTD.	9/8/2016	BMO1	PMCHQ00000565	\$17,161.34
136286	23450	EVITT ELECTRIC CO LTD	9/8/2016	BMO1	PMCHQ00000565	\$120.96

City of Port Alberni
 VENDOR CHEQUE REGISTER REPORT
 Payables Management

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
136287	204015	FRIESEN PLASTICS INC	9/8/2016	BMO1	PMCHQ00000565	\$1,031.11
136288	26070	GRAPHICS FACTORY	9/8/2016	BMO1	PMCHQ00000565	\$308.00
136289	204854	GUENTHER, ROLF	9/8/2016	BMO1	PMCHQ00000565	\$167.00
136290	203117	GUILLEVIN INTERNATIONAL CO	9/8/2016	BMO1	PMCHQ00000565	\$501.76
136291	204778	ISLAND BEVERAGE SERVICES	9/8/2016	BMO1	PMCHQ00000565	\$435.27
136292	33548	K & B GLASS	9/8/2016	BMO1	PMCHQ00000565	\$63.00
136293	200369	KOCH, DIANE	9/8/2016	BMO1	PMCHQ00000565	\$95.15
136294	34311	KRANEVELDT, ROB	9/8/2016	BMO1	PMCHQ00000565	\$74.00
136295	203970	KURUCZ, MARINKA	9/8/2016	BMO1	PMCHQ00000565	\$275.00
136296	34420	L B WOODCHOPPERS LTD	9/8/2016	BMO1	PMCHQ00000565	\$1,184.55
136297	203693	LADYBIRD ENGRAVING & WEB CREAT	9/8/2016	BMO1	PMCHQ00000565	\$243.94
136298	35260	LOMBARD PRE-CAST LIMITED PARTN	9/8/2016	BMO1	PMCHQ00000565	\$10,522.04
136299	202355	LORDCO PARTS LTD	9/8/2016	BMO1	PMCHQ00000565	\$309.10
136300	204855	LUCHINSKI, KYLE	9/8/2016	BMO1	PMCHQ00000565	\$156.00
136301	204853	MARKIN, DENISE	9/8/2016	BMO1	PMCHQ00000565	\$99.00
136302	36260	MCLEAN & HIGGINS LTD	9/8/2016	BMO1	PMCHQ00000565	\$1,252.35
136303	41801	ND GRAPHICS	9/8/2016	BMO1	PMCHQ00000565	\$2,248.41
136304	200869	NETLINK COMPUTER INC.	9/8/2016	BMO1	PMCHQ00000565	\$767.73
136305	204164	ORKIN CANADA	9/8/2016	BMO1	PMCHQ00000565	\$147.53
136306	32500	PLANETCLEAN (NANAIMO) LTD	9/8/2016	BMO1	PMCHQ00000565	\$1,398.12
136307	204326	PORT TECH SECURITY SYSTEMS	9/8/2016	BMO1	PMCHQ00000565	\$321.83
136308	47333	QUALITY FOODS	9/8/2016	BMO1	PMCHQ00000565	\$467.11
136309	47950	RAYNER BRACHT CONSTRUCTION	9/8/2016	BMO1	PMCHQ00000565	\$29,218.93
136310	204858	RECEIVER GENERAL	9/8/2016	BMO1	PMCHQ00000565	\$12,237.71
136311	9325	SHANKS, RONDI	9/8/2016	BMO1	PMCHQ00000565	\$39.05
136312	52450	SHAW CABLE	9/8/2016	BMO1	PMCHQ00000565	\$160.80
136313	202207	SHERINE INDUSTRIES LTD	9/8/2016	BMO1	PMCHQ00000565	\$1,257.48
136314	52733	SHRED-IT INTERNATIONAL ULC	9/8/2016	BMO1	PMCHQ00000565	\$128.26
136315	53910	SOUTHSIDE AUTO SUPPLY LTD	9/8/2016	BMO1	PMCHQ00000565	\$180.96
136316	203124	STAPLES ADVANTAGE	9/8/2016	BMO1	PMCHQ00000565	\$258.29
136317	202288	STAPLES/ BD# 321 PORT ALBERNI	9/8/2016	BMO1	PMCHQ00000565	\$39.78
136318	204809	THOMAS, SARAH	9/8/2016	BMO1	PMCHQ00000565	\$2,350.00
136319	203092	TKS HYDRAULICS & SUPPLY	9/8/2016	BMO1	PMCHQ00000565	\$72.86
136320	58172	VAN KAM FREIGHTWAYS LTD	9/8/2016	BMO1	PMCHQ00000565	\$295.49
136321	200217	VOYSEY, SHANE	9/8/2016	BMO1	PMCHQ00000565	\$152.24
136322	203966	WALERIUS, LESLIE	9/8/2016	BMO1	PMCHQ00000565	\$19.25
136323	202523	WELLS, SHAWNA	9/8/2016	BMO1	PMCHQ00000565	\$1,235.00
136324	60613	WESTCOAST HOME HARDWARE	9/8/2016	BMO1	PMCHQ00000565	\$74.56
136325	62740	WINDSOR PLYWOOD	9/8/2016	BMO1	PMCHQ00000565	\$777.56
136326	204397	MINISTER OF FINANCE	9/12/2016	BMO1	PMCHQ00000566	\$170.89
136327	3120	ALBERNI TOWING	9/14/2016	BMO1	PMCHQ00000567	\$772.80
136329	10360	B C HYDRO & POWER AUTHORITY	9/14/2016	BMO1	PMCHQ00000567	\$48,211.57
136330	10950	B C TRANSIT	9/14/2016	BMO1	PMCHQ00000567	\$80,343.00
136331	18719	COCA COLA BOTTLING	9/14/2016	BMO1	PMCHQ00000567	\$384.87
136332	204862	DARLING, SARA	9/14/2016	BMO1	PMCHQ00000567	\$236.25
136333	203432	DECLERCQ, KELLY	9/14/2016	BMO1	PMCHQ00000567	\$7.48
136334	202896	DEL RIO, JIM	9/14/2016	BMO1	PMCHQ00000567	\$120.00
136335	203978	ENCORE BUSINESS SOLUTIONS INC	9/14/2016	BMO1	PMCHQ00000567	\$2,173.50
136336	203480	ENVIROSMART BIODEGRADABLES	9/14/2016	BMO1	PMCHQ00000567	\$2,800.00
136337	204832	FLAG OUTLET LTD.	9/14/2016	BMO1	PMCHQ00000567	\$5,826.07
136338	203958	GAGNON, MICHELLE	9/14/2016	BMO1	PMCHQ00000567	\$134.39
136339	204555	GEO BEZDAN SALES LTD	9/14/2016	BMO1	PMCHQ00000567	\$1,207.36
136340	204727	HAYDEN, AMELIA	9/14/2016	BMO1	PMCHQ00000567	\$29.70
136341	28920	HOUSE OF SERVICE	9/14/2016	BMO1	PMCHQ00000567	\$136.50
136342	204630	LEE, WARREN	9/14/2016	BMO1	PMCHQ00000567	\$130.00
136343	35200	LIQUOR DISTRIBUTION BRANCH	9/14/2016	BMO1	PMCHQ00000567	\$1,588.97
136344	42598	NORTH DOUGLAS FOOD SERVICE DIS	9/14/2016	BMO1	PMCHQ00000567	\$4,671.44
136345	43190	OLD DUTCH FOODS LTD	9/14/2016	BMO1	PMCHQ00000567	\$121.28
136346	44520	PARKS & RECREATION PETTY CASH	9/14/2016	BMO1	PMCHQ00000567	\$166.46
136347	47333	QUALITY FOODS	9/14/2016	BMO1	PMCHQ00000567	\$447.82
136348	48370	RECEIVER GENERAL FOR CANADA -	9/14/2016	BMO1	PMCHQ00000567	\$926,723.28
136349	203334	RUTTAN, MIKE	9/14/2016	BMO1	PMCHQ00000567	\$40.15
136350	201160	SCHROEDER, JUDIT	9/14/2016	BMO1	PMCHQ00000567	\$77.00

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
136351	52450	SHAW CABLE	9/14/2016	BMO1	PMCHQ00000567	\$575.69
136352	204133	SIMS ASSOCIATES	9/14/2016	BMO1	PMCHQ00000567	\$8,340.94
136353	53999	SPIFFY IN A JIFFY JANITORIAL I	9/14/2016	BMO1	PMCHQ00000567	\$1,260.00
136354	204863	STEPHENS, LISE	9/14/2016	BMO1	PMCHQ00000567	\$240.00
136355	56398	TD CANADA TRUST	9/14/2016	BMO1	PMCHQ00000567	\$275.00
136356	10920	TELUS	9/14/2016	BMO1	PMCHQ00000567	\$82.83
136357	56323	TOM HARRIS CELLULAR LTD	9/14/2016	BMO1	PMCHQ00000567	\$448.00
136358	200761	TRIBUNE BAY OUTDOOR EDUCATION	9/14/2016	BMO1	PMCHQ00000567	\$1,089.70
136359	203141	ALARIE, CHRISSY	9/15/2016	BMO1	PMCHQ00000568	\$650.00
136360	1960	ALBERNI DISTRICT CO-OP ASSOC	9/21/2016	BMO1	PMCHQ00000569	\$311.31
136361	204187	ALBERNI VALLEY CURLING CLUB	9/21/2016	BMO1	PMCHQ00000569	\$70.00
136362	5740	ASSOCIATED ENGINEERING (BC) LT	9/21/2016	BMO1	PMCHQ00000569	\$15,468.44
136363	9065	BLACK PRESS GROUP	9/21/2016	BMO1	PMCHQ00000569	\$2,141.88
136364	15580	CANADIAN UNION OF PUBLIC EMPLO	9/21/2016	BMO1	PMCHQ00000569	\$12,148.93
136365	202319	INDUSTRIAL ALLIANCE INSURANCE	9/21/2016	BMO1	PMCHQ00000569	\$477.13
136366	203600	LOOMIS EXPRESS	9/21/2016	BMO1	PMCHQ00000569	\$158.28
136367	200371	MANHAS, SUKWINDER	9/21/2016	BMO1	PMCHQ00000569	\$325.00
136368	204868	OLIVER, JANE	9/21/2016	BMO1	PMCHQ00000569	\$132.00
136369	44520	PARKS & RECREATION PETTY CASH	9/21/2016	BMO1	PMCHQ00000569	\$76.54
136370	45800	PORT ALBERNI FIRE FIGHTERS ASS	9/21/2016	BMO1	PMCHQ00000569	\$4,620.00
136371	45995	PORT ALBERNI ONLINE	9/21/2016	BMO1	PMCHQ00000569	\$787.50
136372	201515	PORTEOUS, ANNE	9/21/2016	BMO1	PMCHQ00000569	\$300.00
136373	203356	SAMSON, NOMI	9/21/2016	BMO1	PMCHQ00000569	\$300.00
136374	10920	TELUS	9/21/2016	BMO1	PMCHQ00000569	\$9,150.20
136375	10868	TELUS MOBILITY CELLULAR INC	9/21/2016	BMO1	PMCHQ00000569	\$3,857.98
136376	200969	VAN NISPEN, PIP	9/21/2016	BMO1	PMCHQ00000569	\$480.00
136377	204648	WEST COAST AQUATIC MANAGEMENT	9/21/2016	BMO1	PMCHQ00000569	\$3,000.00
136378	559	0946982 BC LTD	9/22/2016	BMO1	PMCHQ00000570	\$749.70
136379	250	A C E COURIER SERVICES	9/22/2016	BMO1	PMCHQ00000570	\$2,179.00
136380	24937	A J FORSYTH, A DIVISION OF RUS	9/22/2016	BMO1	PMCHQ00000570	\$199.79
136381	560	ACKLANDS - GRAINGER INC	9/22/2016	BMO1	PMCHQ00000570	\$1,045.58
136382	640	ACME SUPPLIES LTD	9/22/2016	BMO1	PMCHQ00000570	\$1,775.24
136383	203082	ADVANCED AUTOMATIC DOORS	9/22/2016	BMO1	PMCHQ00000570	\$9,185.40
136384	2540	ALBERNI INDUSTRIAL MARINE SUPP	9/22/2016	BMO1	PMCHQ00000570	\$122.22
136385	3951	ALOYD FITNESS	9/22/2016	BMO1	PMCHQ00000570	\$1,497.86
136386	52570	ANDREW SHERET LIMITED	9/22/2016	BMO1	PMCHQ00000570	\$1,488.84
136387	5720	ASPLUNDH CANADA INC	9/22/2016	BMO1	PMCHQ00000570	\$11,781.00
136388	204126	B BERRY ENTERPRISES LTD	9/22/2016	BMO1	PMCHQ00000570	\$13,233.15
136389	7860	BEAVER CREEK HOME CENTRE	9/22/2016	BMO1	PMCHQ00000570	\$715.49
136390	8600	BERK'S INTERTRUCK LTD	9/22/2016	BMO1	PMCHQ00000570	\$388.17
136391	7540	BEST WESTERN BARCLAY HOTEL	9/22/2016	BMO1	PMCHQ00000570	\$1,071.29
136392	203457	BISARO, MICHELLE	9/22/2016	BMO1	PMCHQ00000570	\$6.82
136393	202718	BOSTON PIZZA	9/22/2016	BMO1	PMCHQ00000570	\$450.00
136394	9475	BOWERMAN EXCAVATING LTD.	9/22/2016	BMO1	PMCHQ00000570	\$5,343.45
136395	9515	BOWMARK CONCRETE LTD.	9/22/2016	BMO1	PMCHQ00000570	\$1,111.88
136396	10997	BRANDT TRACTOR LTD.	9/22/2016	BMO1	PMCHQ00000570	\$3,129.01
136397	11765	BUDGET CAR AND TRUCK RENTAL	9/22/2016	BMO1	PMCHQ00000570	\$2,519.34
136398	204852	BURWOOD'S MOTOR SERVICE	9/22/2016	BMO1	PMCHQ00000570	\$1,516.76
136399	13790	CANADIAN CORPS OF COMMISSIONAI	9/22/2016	BMO1	PMCHQ00000570	\$1,161.09
136400	14380	CANADIAN LINEN AND UNIFORM SER	9/22/2016	BMO1	PMCHQ00000570	\$277.11
136401	15052	CANADIAN RED CROSS SOCIETY - C	9/22/2016	BMO1	PMCHQ00000570	\$2,063.38
136402	15301	CANADIAN TIRE #488	9/22/2016	BMO1	PMCHQ00000570	\$293.46
136403	17550	CIRCLE DAIRY 1987 LTD	9/22/2016	BMO1	PMCHQ00000570	\$305.72
136404	203788	CLOVERDALE PAINT INC	9/22/2016	BMO1	PMCHQ00000570	\$101.04
136405	203311	COAST BC CATERING 2010	9/22/2016	BMO1	PMCHQ00000570	\$184.28
136406	204803	COAST INDUSTRIAL MACHINING LTD	9/22/2016	BMO1	PMCHQ00000570	\$1,232.00
136407	18735	COFFEE FUND	9/22/2016	BMO1	PMCHQ00000570	\$80.00
136408	18975	COLYN'S NURSERY & GARDEN CENTR	9/22/2016	BMO1	PMCHQ00000570	\$8.91
136409	203473	COMMERCIAL TRUCK EQUIPMENT CO	9/22/2016	BMO1	PMCHQ00000570	\$2,812.28
136410	204857	COURTSIDE SPORTS LTD	9/22/2016	BMO1	PMCHQ00000570	\$1,177.15
136411	91538	DANNEBERG, INGRID	9/22/2016	BMO1	PMCHQ00000570	\$43.12
136412	44880	DB PERKS & ASSOCIATES LTD.	9/22/2016	BMO1	PMCHQ00000570	\$525.38
136413	432	DIMENSION 3 PLASTICS LTD	9/22/2016	BMO1	PMCHQ00000570	\$3,212.09

City of Port Alberni
 VENDOR CHEQUE REGISTER REPORT
 Payables Management

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
136414	22200	DOLANS CONCRETE LTD	9/22/2016	BMO1	PMCHQ00000570	\$6,789.54
136415	23505	EXPRESS CUSTOM TRAILER MFG.	9/22/2016	BMO1	PMCHQ00000570	\$67.14
136416	23960	FENCELINE PRODUCTS LTD	9/22/2016	BMO1	PMCHQ00000570	\$1,230.46
136417	16501	FORTIS BC - NATURAL GAS	9/22/2016	BMO1	PMCHQ00000570	\$429.63
136418	204250	FRANK, ROMAN	9/22/2016	BMO1	PMCHQ00000570	\$37.13
136419	204276	GARDAWORLD	9/22/2016	BMO1	PMCHQ00000570	\$1,358.63
136420	26070	GRAPHICS FACTORY	9/22/2016	BMO1	PMCHQ00000570	\$211.68
136421	27366	HARBOURVIEW COLLISION LTD	9/22/2016	BMO1	PMCHQ00000570	\$447.25
136422	27850	HAYLOCK BROS PAVING LTD	9/22/2016	BMO1	PMCHQ00000570	\$1,286.64
136423	28067	HETHERINGTON INDUSTRIES LTD	9/22/2016	BMO1	PMCHQ00000570	\$436.80
136424	204866	INNOVATION ISLAND TECHNOLOGY A	9/22/2016	BMO1	PMCHQ00000570	\$1,500.00
136425	12530	ISLAND RADIO LTD.	9/22/2016	BMO1	PMCHQ00000570	\$453.60
136426	204861	IWC EXCAVATION LTD	9/22/2016	BMO1	PMCHQ00000570	\$12,086.55
136427	32270	JACK'S TIRE SALES & SERVICES L	9/22/2016	BMO1	PMCHQ00000570	\$1,758.40
136428	34420	L B WOODCHOPPERS LTD	9/22/2016	BMO1	PMCHQ00000570	\$569.48
136429	204781	LULHAM, DEBRA	9/22/2016	BMO1	PMCHQ00000570	\$43.56
136430	36890	M B LABORATORIES LTD	9/22/2016	BMO1	PMCHQ00000570	\$2,553.60
136431	203605	MCCONNELL, ROBYN	9/22/2016	BMO1	PMCHQ00000570	\$8.80
136432	36260	MCLEAN & HIGGINS LTD	9/22/2016	BMO1	PMCHQ00000570	\$1,649.47
136433	38560	MINISTER OF FINANCE - Product	9/22/2016	BMO1	PMCHQ00000570	\$346.71
136434	204394	MINISTRY OF ENVIRONMENT	9/22/2016	BMO1	PMCHQ00000570	\$30,004.52
136435	40381	MONGREL MEDIA	9/22/2016	BMO1	PMCHQ00000570	\$448.00
136436	203450	NFS TELECOM SOLUTIONS	9/22/2016	BMO1	PMCHQ00000570	\$900.00
136437	204531	PRICE'S SECURITY LOCKSMITH'S	9/22/2016	BMO1	PMCHQ00000570	\$369.39
136438	47333	QUALITY FOODS	9/22/2016	BMO1	PMCHQ00000570	\$807.26
136439	47950	RAYNER BRACHT CONSTRUCTION	9/22/2016	BMO1	PMCHQ00000570	\$12,175.31
136440	49140	REGIONAL DISTRICT OF ALBERNI C	9/22/2016	BMO1	PMCHQ00000570	\$28,475.08
136441	49150	REGIONAL DISTRICT OF ALBERNI C	9/22/2016	BMO1	PMCHQ00000570	\$720.00
136442	203008	RESCUE 7 INC	9/22/2016	BMO1	PMCHQ00000570	\$437.85
136443	204860	ROAM MEDIA INC	9/22/2016	BMO1	PMCHQ00000570	\$863.10
136444	50199	ROCKY MOUNTAIN PHOENIX	9/22/2016	BMO1	PMCHQ00000570	\$1,147.23
136445	50260	ROLLINS MACHINERY LTD	9/22/2016	BMO1	PMCHQ00000570	\$8,166.11
136446	203661	SCHAFFERS' EQUIPMENT	9/22/2016	BMO1	PMCHQ00000570	\$1,705.93
136447	204810	SHEPHERD BRIDGE INSPECTION	9/22/2016	BMO1	PMCHQ00000570	\$2,970.70
136448	52710	SHOPPERS DRUG MART	9/22/2016	BMO1	PMCHQ00000570	\$19.64
136449	53910	SOUTHSIDE AUTO SUPPLY LTD	9/22/2016	BMO1	PMCHQ00000570	\$2,336.64
136450	54170	STAFF FUND	9/22/2016	BMO1	PMCHQ00000570	\$66.00
136451	203124	STAPLES ADVANTAGE	9/22/2016	BMO1	PMCHQ00000570	\$806.53
136452	204329	STERICYCLE COMMUNICATION SOLUT	9/22/2016	BMO1	PMCHQ00000570	\$184.59
136453	915751	THYSENKRUPP ELEVATOR	9/22/2016	BMO1	PMCHQ00000570	\$254.69
136454	203092	TKS HYDRAULICS & SUPPLY	9/22/2016	BMO1	PMCHQ00000570	\$272.87
136455	204867	TODD MACSWEEN PHOTOGRAPHY	9/22/2016	BMO1	PMCHQ00000570	\$750.00
136456	204865	TRI-CONIC CHALLENGE	9/22/2016	BMO1	PMCHQ00000570	\$10,500.00
136457	57080	UNISOURCE CANADA INC	9/22/2016	BMO1	PMCHQ00000570	\$4,257.86
136458	203234	VAN ISLE FORD	9/22/2016	BMO1	PMCHQ00000570	\$91.69
136459	204831	WEST COAST EDGE ATV ADVENTURES	9/22/2016	BMO1	PMCHQ00000570	\$451.50
136460	60613	WESTCOAST HOME HARDWARE	9/22/2016	BMO1	PMCHQ00000570	\$286.86
136461	204819	YFACTOR INC	9/22/2016	BMO1	PMCHQ00000570	\$7,663.00
136462	35130	YOUNG, ANDERSON	9/22/2016	BMO1	PMCHQ00000570	\$3,472.37
136463	204864	ZHANG, JOHNSON	9/22/2016	BMO1	PMCHQ00000570	\$10.00
136464	204887	TILLEY, TYSON	9/26/2016	BMO1	PMCHQ00000571	\$5,447.00
136465	204250	FRANK, ROMAN	9/27/2016	BMO1	PMCHQ00000572	\$246.07
136466	204890	MCMILLAN, CRYSTAL	9/27/2016	BMO1	PMCHQ00000572	\$512.93
136467	203043	PELECH, JEFF	9/27/2016	BMO1	PMCHQ00000572	\$492.66
136468	204972	ANDERSON, KIRSTEN	9/28/2016	BMO1	PMCHQ00000573	\$47.25
136469	10360	B C HYDRO & POWER AUTHORITY	9/28/2016	BMO1	PMCHQ00000573	\$20.76
136470	204869	BESCHERER, HELMUT	9/28/2016	BMO1	PMCHQ00000573	\$661.53
136471	9475	BOWERMAN EXCAVATING LTD.	9/28/2016	BMO1	PMCHQ00000573	\$12,051.39
136472	54350	BRENNTAG CANADA INC.	9/28/2016	BMO1	PMCHQ00000573	\$4,297.93
136473	204870	BUDGET RENT A CAR OF BC LTD	9/28/2016	BMO1	PMCHQ00000573	\$25.00
136474	17640	CITY OF PORT ALBERNI	9/28/2016	BMO1	PMCHQ00000573	\$70.00
136475	204580	COAST ENVIRONMENTAL LTD	9/28/2016	BMO1	PMCHQ00000573	\$112.00
136476	204614	COMMUNICATION CONNECTION	9/28/2016	BMO1	PMCHQ00000573	\$4,878.10

City of Port Alberni
 VENDOR CHEQUE REGISTER REPORT
 Payables Management

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
136477	203978	ENCORE BUSINESS SOLUTIONS INC	9/28/2016	BMO1	PMCHQ00000573	\$803.25
136478	204871	ESTATE OF MARGARET STEIN	9/28/2016	BMO1	PMCHQ00000573	\$168.52
136479	915728	FERG'S MINI EXCAVATING	9/28/2016	BMO1	PMCHQ00000573	\$535.50
136480	55160	FRED SURRIDGE LTD	9/28/2016	BMO1	PMCHQ00000573	\$4,297.65
136481	201826	GAUDREAU, ROB	9/28/2016	BMO1	PMCHQ00000573	\$561.27
136482	27371	HARDING, SHELLEY	9/28/2016	BMO1	PMCHQ00000573	\$27.04
136483	28067	HETHERINGTON INDUSTRIES LTD	9/28/2016	BMO1	PMCHQ00000573	\$186.90
136484	28205	HILTON CENTRE	9/28/2016	BMO1	PMCHQ00000573	\$599.00
136485	204806	IRC-INTEGRATED RESOURCE CONSUL	9/28/2016	BMO1	PMCHQ00000573	\$1,008.00
136486	34215	KOERS & ASSOCIATES ENGINEERING	9/28/2016	BMO1	PMCHQ00000573	\$6,490.63
136487	51746	KRAUSE, LISA	9/28/2016	BMO1	PMCHQ00000573	\$125.00
136488	203584	MARTENS, JAKE	9/28/2016	BMO1	PMCHQ00000573	\$267.00
136489	204067	MINISTRY OF FORESTS, LANDS, NATU	9/28/2016	BMO1	PMCHQ00000573	\$8,035.86
136490	200869	NETLINK COMPUTER INC.	9/28/2016	BMO1	PMCHQ00000573	\$1,120.00
136491	45725	PORT ALBERNI CIVIC MANAGERS AS	9/28/2016	BMO1	PMCHQ00000573	\$560.00
136492	47749	RAINBOW LANES	9/28/2016	BMO1	PMCHQ00000573	\$904.05
136493	204764	REVOLUTION ENVIRONMENTAL SOLUT	9/28/2016	BMO1	PMCHQ00000573	\$62,700.75
136494	203936	ROBINSON, MARGARET	9/28/2016	BMO1	PMCHQ00000573	\$306.00
136495	53650	S P C A	9/28/2016	BMO1	PMCHQ00000573	\$12,294.96
136496	203356	SAMSON, NOMI	9/28/2016	BMO1	PMCHQ00000573	\$300.00
136497	52450	SHAW CABLE	9/28/2016	BMO1	PMCHQ00000573	\$517.02
136498	204133	SIMS ASSOCIATES	9/28/2016	BMO1	PMCHQ00000573	\$3,093.30
136499	53999	SPIFFY IN A JIFFY JANITORIAL I	9/28/2016	BMO1	PMCHQ00000573	\$1,260.00
136500	204973	STUDENT WORKS PAINTING	9/28/2016	BMO1	PMCHQ00000573	\$66.00
136501	56323	TOM HARRIS CELLULAR LTD	9/28/2016	BMO1	PMCHQ00000573	\$524.66
136502	204737	TWISTED WILLOW STUDIO	9/28/2016	BMO1	PMCHQ00000573	\$167.45
136503	204816	VALLEY TRAFFIC SYSTEMS	9/28/2016	BMO1	PMCHQ00000573	\$4,237.26
136504	59700	WL SOLUTIONS LTD	9/28/2016	BMO1	PMCHQ00000573	\$1,386.00
136505	204889	YOUNG FITNESS INC	9/28/2016	BMO1	PMCHQ00000573	\$303.45
136506	49140	REGIONAL DISTRICT OF ALBERNI C	10/3/2016	BMO1	PMCHQ00000574	\$44,883.90
136507	3150	ALBERNI VALLEY CHAMBER OF COMM	10/5/2016	BMO1	PMCHQ00000575	\$10,000.00
136508	203076	ALBERNI VALLEY VACUUMS	10/5/2016	BMO1	PMCHQ00000575	\$594.10
136509	202820	ARROWSMITH ROTARY	10/5/2016	BMO1	PMCHQ00000575	\$4,550.00
136510	204978	AV SOCIAL PLANNING COUNCIL	10/5/2016	BMO1	PMCHQ00000575	\$10,000.00
136511	202367	BECKETT, SCOTT	10/5/2016	BMO1	PMCHQ00000575	\$2,600.00
136512	204829	CHAPEL OF MEMORIES	10/5/2016	BMO1	PMCHQ00000575	\$211.75
136513	204230	COUNTERFORCE CORPORATION	10/5/2016	BMO1	PMCHQ00000575	\$1,939.96
136514	204384	D K I SERVICES LTD	10/5/2016	BMO1	PMCHQ00000575	\$66,488.10
136515	16501	FORTIS BC - NATURAL GAS	10/5/2016	BMO1	PMCHQ00000575	\$2,042.05
136516	204574	IGI RESOURCES	10/5/2016	BMO1	PMCHQ00000575	\$1,547.29
136517	203901	MARINKA KURUCZ	10/5/2016	BMO1	PMCHQ00000575	\$275.00
136518	203356	SAMSON, NOMI	10/5/2016	BMO1	PMCHQ00000575	\$800.00
136519	52450	SHAW CABLE	10/5/2016	BMO1	PMCHQ00000575	\$279.23
136520	204833	TEST RIGHT RIGGING	10/5/2016	BMO1	PMCHQ00000575	\$3,045.00
136521	204321	THE LOCKSMITH MONSTER	10/5/2016	BMO1	PMCHQ00000575	\$273.35
136522	201617	TURGEON, JOELL	10/5/2016	BMO1	PMCHQ00000575	\$63.74
136523	203234	VAN ISLE FORD	10/5/2016	BMO1	PMCHQ00000575	\$43,099.84
136524	200969	VAN NISPEEN, PIP	10/5/2016	BMO1	PMCHQ00000575	\$480.00
136525	250	A C E COURIER SERVICES	10/6/2016	BMO1	PMCHQ00000576	\$309.71
136526	24937	A J FORSYTH, A DIVISION OF RUS	10/6/2016	BMO1	PMCHQ00000576	\$1,991.56
136527	560	ACKLANDS - GRAINGER INC	10/6/2016	BMO1	PMCHQ00000576	\$2,210.83
136528	640	ACME SUPPLIES LTD	10/6/2016	BMO1	PMCHQ00000576	\$1,201.43
136529	1335	AIRGAS CANADA INC.	10/6/2016	BMO1	PMCHQ00000576	\$130.59
136530	45585	ALBERNI ECO DRY CLEANERS	10/6/2016	BMO1	PMCHQ00000576	\$1,946.17
136531	2540	ALBERNI INDUSTRIAL MARINE SUPP	10/6/2016	BMO1	PMCHQ00000576	\$58.57
136532	204769	ALLEN, PAULETTE	10/6/2016	BMO1	PMCHQ00000576	\$26.34
136533	52570	ANDREW SHERET LIMITED	10/6/2016	BMO1	PMCHQ00000576	\$11,375.39
136534	4550	ANGEL ACCESSIBILITY SOLUTIONS	10/6/2016	BMO1	PMCHQ00000576	\$699.00
136535	203132	ARENTSEN, KEITH	10/6/2016	BMO1	PMCHQ00000576	\$14.80
136536	9900	B C AIR FILTER LTD	10/6/2016	BMO1	PMCHQ00000576	\$1,363.53
136537	7000	BAILEY ELECTRIC CO LTD	10/6/2016	BMO1	PMCHQ00000576	\$2,289.00
136538	7860	BEAVER CREEK HOME CENTRE	10/6/2016	BMO1	PMCHQ00000576	\$663.94
136539	8600	BERK'S INTERTRUCK LTD	10/6/2016	BMO1	PMCHQ00000576	\$1,091.02

City of Port Alberni
 VENDOR CHEQUE REGISTER REPORT
 Payables Management

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
136540	203457	BISARO, MICHELLE	10/6/2016	BMO1	PMCHQ00000576	\$11.11
136541	9515	BOWMARK CONCRETE LTD.	10/6/2016	BMO1	PMCHQ00000576	\$3,005.03
136542	10997	BRANDT TRACTOR LTD.	10/6/2016	BMO1	PMCHQ00000576	\$1,116.91
136543	11786	BUILDING OFFICIALS ASSOC OF B	10/6/2016	BMO1	PMCHQ00000576	\$236.25
136544	204107	CANADIAN ALBERNI ENGINEERING L	10/6/2016	BMO1	PMCHQ00000576	\$1,107.40
136545	13790	CANADIAN CORPS OF COMMISSIONAI	10/6/2016	BMO1	PMCHQ00000576	\$1,044.98
136546	14380	CANADIAN LINEN AND UNIFORM SER	10/6/2016	BMO1	PMCHQ00000576	\$380.49
136547	15301	CANADIAN TIRE #488	10/6/2016	BMO1	PMCHQ00000576	\$81.71
136548	16201	CASEWARE INTERNATIONAL INC	10/6/2016	BMO1	PMCHQ00000576	\$76.13
136549	200559	CATALYST PAPER CORPORATION	10/6/2016	BMO1	PMCHQ00000576	\$100.00
136550	17550	CIRCLE DAIRY 1987 LTD	10/6/2016	BMO1	PMCHQ00000576	\$206.23
136551	17640	CITY OF PORT ALBERNI	10/6/2016	BMO1	PMCHQ00000576	\$111.48
136552	46589	CLEARTECH INDUSTRIES INC	10/6/2016	BMO1	PMCHQ00000576	\$1,499.18
136553	203788	CLOVERDALE PAINT INC	10/6/2016	BMO1	PMCHQ00000576	\$119.62
136554	23250	COASTAL PEST MANAGEMENT	10/6/2016	BMO1	PMCHQ00000576	\$84.00
136555	18719	COCA COLA BOTTLING	10/6/2016	BMO1	PMCHQ00000576	\$1,006.79
136556	19300	COMOX PACIFIC EXPRESS LTD	10/6/2016	BMO1	PMCHQ00000576	\$338.63
136557	22200	DOLANS CONCRETE LTD	10/6/2016	BMO1	PMCHQ00000576	\$6,773.37
136558	18008	DOROTHY CLARKSTONE NOTARY CORP	10/6/2016	BMO1	PMCHQ00000576	\$553.87
136559	204859	ECKLUNDSON CONSTRUCTION	10/6/2016	BMO1	PMCHQ00000576	\$11,044.75
136560	23181	EMCO LIMITED	10/6/2016	BMO1	PMCHQ00000576	\$247.20
136561	203978	ENCORE BUSINESS SOLUTIONS INC	10/6/2016	BMO1	PMCHQ00000576	\$850.50
136562	42374	ENEX FUELS LTD.	10/6/2016	BMO1	PMCHQ00000576	\$21,578.47
136563	204795	ENVIRONMENT & CLIMATE CHANGE C	10/6/2016	BMO1	PMCHQ00000576	\$487.20
136564	23450	EVITT ELECTRIC CO LTD	10/6/2016	BMO1	PMCHQ00000576	\$50.40
136565	23505	EXPRESS CUSTOM TRAILER MFG.	10/6/2016	BMO1	PMCHQ00000576	\$205.80
136566	204330	FLYING COLOURS INTERNATIONAL	10/6/2016	BMO1	PMCHQ00000576	\$338.46
136567	16501	FORTIS BC - NATURAL GAS	10/6/2016	BMO1	PMCHQ00000576	\$49,105.72
136568	204317	GREAT CENTRAL SOCIAL COMPANY	10/6/2016	BMO1	PMCHQ00000576	\$3,885.00
136569	26320	GREEN THUMB NURSERIES &	10/6/2016	BMO1	PMCHQ00000576	\$4,239.20
136570	27009	HACH SALES & SERVICE CANADA	10/6/2016	BMO1	PMCHQ00000576	\$178.76
136571	27300	HANDY ANDY MAINTENANCE LTD	10/6/2016	BMO1	PMCHQ00000576	\$13.44
136572	28067	HETHERINGTON INDUSTRIES LTD	10/6/2016	BMO1	PMCHQ00000576	\$302.40
136573	28877	HOULE PRINTING	10/6/2016	BMO1	PMCHQ00000576	\$190.40
136574	204006	HUTTON COMMUNICATIONS OF CANAD	10/6/2016	BMO1	PMCHQ00000576	\$2,956.95
136575	202293	INFO-TECH RESEARCH GROUP INC.	10/6/2016	BMO1	PMCHQ00000576	\$3,478.65
136576	204120	IRIDIA MEDICAL	10/6/2016	BMO1	PMCHQ00000576	\$345.80
136577	31290	ISLAND BLUE PRINT CO LTD	10/6/2016	BMO1	PMCHQ00000576	\$625.10
136578	31360	ISLAND BUSINESS PRINT GROUP LT	10/6/2016	BMO1	PMCHQ00000576	\$1,282.40
136579	204581	ISLAND ROOFING	10/6/2016	BMO1	PMCHQ00000576	\$314.76
136580	32400	JAL DESIGNS AND GRAPHICS INC	10/6/2016	BMO1	PMCHQ00000576	\$534.24
136581	33496	JUST RITE PRECISION SHARPENING	10/6/2016	BMO1	PMCHQ00000576	\$168.00
136582	33500	JUSTICE INSTITUTE OF BC	10/6/2016	BMO1	PMCHQ00000576	\$1,155.32
136583	200369	KOCH, DIANE	10/6/2016	BMO1	PMCHQ00000576	\$735.00
136584	34420	L B WOODCHOPPERS LTD	10/6/2016	BMO1	PMCHQ00000576	\$8,448.45
136585	203693	LADYBIRD ENGRAVING & WEB CREAT	10/6/2016	BMO1	PMCHQ00000576	\$189.28
136586	204686	LIN HAW INTERNATIONAL CO LTD	10/6/2016	BMO1	PMCHQ00000576	\$150.40
136587	202355	LORDCO PARTS LTD	10/6/2016	BMO1	PMCHQ00000576	\$453.63
136588	36890	M B LABORATORIES LTD	10/6/2016	BMO1	PMCHQ00000576	\$4,513.95
136589	37050	MAGIC MOMENTS SHIRTS & PRINT S	10/6/2016	BMO1	PMCHQ00000576	\$82.88
136590	36260	MCLEAN & HIGGINS LTD	10/6/2016	BMO1	PMCHQ00000576	\$666.32
136591	204577	MERCURI TELECONFERENCING	10/6/2016	BMO1	PMCHQ00000576	\$17.39
136592	38560	MINISTER OF FINANCE - Product	10/6/2016	BMO1	PMCHQ00000576	\$155.34
136593	203389	MINISTER OF GOVERNMENT SERVICE	10/6/2016	BMO1	PMCHQ00000576	\$56.65
136594	40250	MONK OFFICE	10/6/2016	BMO1	PMCHQ00000576	\$54.88
136595	203674	MYRA SYSTEMS CORP	10/6/2016	BMO1	PMCHQ00000576	\$4,165.04
136596	200869	NETLINK COMPUTER INC.	10/6/2016	BMO1	PMCHQ00000576	\$459.20
136597	27010	NUU-CHAH-NULTH TRIBAL COUNCIL	10/6/2016	BMO1	PMCHQ00000576	\$85.00
136598	43190	OLD DUTCH FOODS LTD	10/6/2016	BMO1	PMCHQ00000576	\$456.44
136599	204000	PACIFIC CHEVROLET BUICK GMC	10/6/2016	BMO1	PMCHQ00000576	\$615.08
136600	203658	PETE'S MOUNTAIN MEATS & SAUSAG	10/6/2016	BMO1	PMCHQ00000576	\$145.73
136601	203529	PIPE-EYE VIDEO INSPECTIONS & S	10/6/2016	BMO1	PMCHQ00000576	\$100.00
136602	32500	PLANETCLEAN (NANAIMO) LTD	10/6/2016	BMO1	PMCHQ00000576	\$366.38

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
136603	204664	POABC	10/6/2016	BMO1	PMCHQ00000576	\$375.00
136604	45995	PORT ALBERNI ONLINE	10/6/2016	BMO1	PMCHQ00000576	\$787.50
136605	204326	PORT TECH SECURITY SYSTEMS	10/6/2016	BMO1	PMCHQ00000576	\$495.88
136606	46595	PRAXAIR DISTRIBUTION	10/6/2016	BMO1	PMCHQ00000576	\$41.55
136607	46620	PRICE'S ALARM SYSTEMS	10/6/2016	BMO1	PMCHQ00000576	\$157.34
136608	46686	PROFIRE EMERGENCY EQUIPMENT IN	10/6/2016	BMO1	PMCHQ00000576	\$1,389.05
136609	47333	QUALITY FOODS	10/6/2016	BMO1	PMCHQ00000576	\$646.50
136610	200900	RECEIVER GENERAL FOR CANADA -	10/6/2016	BMO1	PMCHQ00000576	\$300.00
136611	50265	ROTO-ROOTER	10/6/2016	BMO1	PMCHQ00000576	\$693.00
136612	9325	SHANKS, RONDI	10/6/2016	BMO1	PMCHQ00000576	\$25.03
136613	202207	SHERINE INDUSTRIES LTD	10/6/2016	BMO1	PMCHQ00000576	\$1,755.94
136614	52733	SHRED-IT INTERNATIONAL ULC	10/6/2016	BMO1	PMCHQ00000576	\$192.39
136615	204133	SIMS ASSOCIATES	10/6/2016	BMO1	PMCHQ00000576	\$5,894.18
136616	53498	SMITH, SCOTT	10/6/2016	BMO1	PMCHQ00000576	\$97.82
136617	52907	SOUTHERN RAILWAY OF VANCOUVER	10/6/2016	BMO1	PMCHQ00000576	\$987.34
136618	53910	SOUTHSIDE AUTO SUPPLY LTD	10/6/2016	BMO1	PMCHQ00000576	\$880.07
136619	54170	STAFF FUND	10/6/2016	BMO1	PMCHQ00000576	\$99.00
136620	203124	STAPLES ADVANTAGE	10/6/2016	BMO1	PMCHQ00000576	\$1,573.13
136621	204528	TECHNIFIELD CONTRACTING	10/6/2016	BMO1	PMCHQ00000576	\$100.00
136622	204975	THE FENTON TEAM	10/6/2016	BMO1	PMCHQ00000576	\$2,100.00
136623	915751	THYSSENKRUPP ELEVATOR	10/6/2016	BMO1	PMCHQ00000576	\$254.69
136624	203092	TKS HYDRAULICS & SUPPLY	10/6/2016	BMO1	PMCHQ00000576	\$51.23
136625	56323	TOM HARRIS CELLULAR LTD	10/6/2016	BMO1	PMCHQ00000576	\$530.25
136626	204974	UPNIT POWER LIMITED PARTNERSHI	10/6/2016	BMO1	PMCHQ00000576	\$6,715.35
136627	203234	VAN ISLE FORD	10/6/2016	BMO1	PMCHQ00000576	\$260.11
136628	202104	VANCOUVER ISLAND ECONOMIC ALLI	10/6/2016	BMO1	PMCHQ00000576	\$1,000.00
136629	200217	VOYSEY, SHANE	10/6/2016	BMO1	PMCHQ00000576	\$140.58
136630	203748	BEAUFORT CONSTRUCTION	10/6/2016	BMO1	PMCHQ00000576	\$100.00
136631	60613	WESTCOAST HOME HARDWARE	10/6/2016	BMO1	PMCHQ00000576	\$380.18
136632	204597	WESTERN EQUIPMENT LTD	10/6/2016	BMO1	PMCHQ00000576	\$134.13
136633	62740	WINDSOR PLYWOOD	10/6/2016	BMO1	PMCHQ00000576	\$3,641.10
136634	63140	WYNANS FURNITURE & UPHOLSTERY	10/6/2016	BMO1	PMCHQ00000576	\$313.60
136635	200530	YELLOW PAGES GROUP	10/6/2016	BMO1	PMCHQ00000576	\$24.26
136636	2200	ALBERNI FIRST AID	10/12/2016	BMO1	PMCHQ00000577	\$2,394.00
136637	52570	ANDREW SHERET LIMITED	10/12/2016	BMO1	PMCHQ00000577	\$1,514.04
136638	204126	B BERRY ENTERPRISES LTD	10/12/2016	BMO1	PMCHQ00000577	\$9,612.75
136639	10360	B C HYDRO & POWER AUTHORITY	10/12/2016	BMO1	PMCHQ00000577	\$75,132.16
136640	9475	BOWERMAN EXCAVATING LTD.	10/12/2016	BMO1	PMCHQ00000577	\$9,079.88
136641	204107	CANADIAN ALBERNI ENGINEERING L	10/12/2016	BMO1	PMCHQ00000577	\$1,435.35
136642	204580	COAST ENVIRONMENTAL LTD	10/12/2016	BMO1	PMCHQ00000577	\$224.00
136643	18719	COCA COLA BOTTLING	10/12/2016	BMO1	PMCHQ00000577	\$1,263.45
136644	201803	CO-OPERATORS, THE	10/12/2016	BMO1	PMCHQ00000577	\$22,540.12
136645	44880	DB PERKS & ASSOCIATES LTD.	10/12/2016	BMO1	PMCHQ00000577	\$3,828.86
136646	23181	EMCO LIMITED	10/12/2016	BMO1	PMCHQ00000577	\$213.12
136647	204979	ESTATE OF NELSON KEITLAH	10/12/2016	BMO1	PMCHQ00000577	\$1,045.00
136648	24890	FLOORING DEPOT	10/12/2016	BMO1	PMCHQ00000577	\$607.28
136649	201665	FRANCOEUR, LOUISE	10/12/2016	BMO1	PMCHQ00000577	\$28.00
136650	204250	FRANK, ROMAN	10/12/2016	BMO1	PMCHQ00000577	\$19.20
136651	203958	GAGNON, MICHELLE	10/12/2016	BMO1	PMCHQ00000577	\$694.00
136652	29890	IMAGE INSPECTION SERVICES LTD	10/12/2016	BMO1	PMCHQ00000577	\$245.29
136653	202319	INDUSTRIAL ALLIANCE INSURANCE	10/12/2016	BMO1	PMCHQ00000577	\$477.13
136654	204981	JENKINS, GEORGE	10/12/2016	BMO1	PMCHQ00000577	\$52.54
136655	203488	K & G INSTALLATIONS LTD.	10/12/2016	BMO1	PMCHQ00000577	\$74,942.56
136656	200369	KOCH, DIANE	10/12/2016	BMO1	PMCHQ00000577	\$1,030.01
136657	203600	LOOMIS EXPRESS	10/12/2016	BMO1	PMCHQ00000577	\$283.20
136658	203674	MYRA SYSTEMS CORP	10/12/2016	BMO1	PMCHQ00000577	\$6,867.26
136659	42598	NORTH DOUGLAS FOOD SERVICE DIS	10/12/2016	BMO1	PMCHQ00000577	\$7,259.99
136660	44587	PAULSON, RON	10/12/2016	BMO1	PMCHQ00000577	\$464.00
136661	49140	REGIONAL DISTRICT OF ALBERNI C	10/12/2016	BMO1	PMCHQ00000577	\$218,304.88
136662	203219	ROTHWELL, CATHY	10/12/2016	BMO1	PMCHQ00000577	\$167.20
136663	203356	SAMSON, NOMI	10/12/2016	BMO1	PMCHQ00000577	\$550.00
136664	915744	SCHWARZ, MIKI	10/12/2016	BMO1	PMCHQ00000577	\$110.28
136665	52450	SHAW CABLE	10/12/2016	BMO1	PMCHQ00000577	\$309.63

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
136667	53999	SPIFFY IN A JIFFY JANITORIAL I	10/12/2016	BMO1	PMCHQ00000577	\$1,260.00
136668	204288	TAEKEMA, WILF	10/12/2016	BMO1	PMCHQ00000577	\$1,072.40
136669	201617	TURGEON, JOELL	10/12/2016	BMO1	PMCHQ00000577	\$29.30
136670	57100	UNITED RENTALS	10/12/2016	BMO1	PMCHQ00000577	\$5,270.30
136671	204822	VIRIDIAN ENERGY CO-OPERATIVE	10/12/2016	BMO1	PMCHQ00000577	\$5,885.97
136672	60010	WASHINGTON, DAN	10/12/2016	BMO1	PMCHQ00000577	\$235.90
136673	204703	WEST, JENNA	10/12/2016	BMO1	PMCHQ00000577	\$190.00
136674	204872	ACTON, DARRELL	10/13/2016	BMO1	PMCHQ00000578	\$14.40
136675	204874	ANDREEFF, LOUISE	10/13/2016	BMO1	PMCHQ00000578	\$55.65
136676	204875	ANWEILER, LANI	10/13/2016	BMO1	PMCHQ00000578	\$285.00
136677	204876	ASMAN, LAURIE	10/13/2016	BMO1	PMCHQ00000578	\$31.50
136678	204877	AV COMMUNITY FOOTBALL	10/13/2016	BMO1	PMCHQ00000578	\$238.95
136679	204873	AV COMMUNITY SCHOOL	10/13/2016	BMO1	PMCHQ00000578	\$25.00
136680	204878	AV DRAG RACING ASSOCIATION	10/13/2016	BMO1	PMCHQ00000578	\$26.75
136681	204879	AVIS, LIBBY	10/13/2016	BMO1	PMCHQ00000578	\$28.62
136682	204880	BALL, DANA	10/13/2016	BMO1	PMCHQ00000578	\$75.60
136683	7860	BEAVER CREEK HOME CENTRE	10/13/2016	BMO1	PMCHQ00000578	\$26.25
136684	204882	BEECROFT, SHEILA	10/13/2016	BMO1	PMCHQ00000578	\$37.80
136685	204883	BENNETT, MARISA	10/13/2016	BMO1	PMCHQ00000578	\$52.00
136686	204884	BENNIE, KAREN	10/13/2016	BMO1	PMCHQ00000578	\$112.00
136687	204869	BESCHERER, HELMUT	10/13/2016	BMO1	PMCHQ00000578	\$72.91
136688	204885	BISARO, NORM	10/13/2016	BMO1	PMCHQ00000578	\$28.00
136689	204886	BOSZKO, NADINE	10/13/2016	BMO1	PMCHQ00000578	\$63.00
136690	204891	BOUVIER, CHARLOTTE	10/13/2016	BMO1	PMCHQ00000578	\$31.50
136691	203822	BOWERMAN, CRAIG	10/13/2016	BMO1	PMCHQ00000578	\$100.00
136692	204892	BRATT, LEAH	10/13/2016	BMO1	PMCHQ00000578	\$40.00
136693	204893	BROWN, LINDA D	10/13/2016	BMO1	PMCHQ00000578	\$45.56
136694	204894	BROWN, LOREEN	10/13/2016	BMO1	PMCHQ00000578	\$56.10
136695	204895	BROWN, TROY	10/13/2016	BMO1	PMCHQ00000578	\$50.00
136696	204896	CASTLE, CORINE	10/13/2016	BMO1	PMCHQ00000578	\$35.00
136697	204898	CHREST, SHELLEY	10/13/2016	BMO1	PMCHQ00000578	\$61.95
136698	204899	CLARK, LAURIE	10/13/2016	BMO1	PMCHQ00000578	\$54.60
136699	204900	COATES, LISA	10/13/2016	BMO1	PMCHQ00000578	\$76.00
136700	204901	CONNAUTON, BARB	10/13/2016	BMO1	PMCHQ00000578	\$51.45
136701	204902	COREY, SUZANNE	10/13/2016	BMO1	PMCHQ00000578	\$39.00
136702	202673	COX, EDNA	10/13/2016	BMO1	PMCHQ00000578	\$31.50
136703	204906	DABNEY, JACK	10/13/2016	BMO1	PMCHQ00000578	\$26.88
136704	204903	DAMANT, MARC	10/13/2016	BMO1	PMCHQ00000578	\$31.60
136705	204904	DEAKIN, IVY	10/13/2016	BMO1	PMCHQ00000578	\$31.36
136706	203432	DECLERCQ, KELLY	10/13/2016	BMO1	PMCHQ00000578	\$17.33
136707	203955	DIXON, LORNE & SANDY	10/13/2016	BMO1	PMCHQ00000578	\$110.88
136708	204905	DOLAN, MEAGHAN	10/13/2016	BMO1	PMCHQ00000578	\$63.00
136709	202059	DOUGLAS, CECILE	10/13/2016	BMO1	PMCHQ00000578	\$59.00
136710	204907	FALCONER, SHEENA	10/13/2016	BMO1	PMCHQ00000578	\$108.27
136711	203998	FISCHER, LINDA	10/13/2016	BMO1	PMCHQ00000578	\$135.45
136712	204908	GAUDET, PATTY	10/13/2016	BMO1	PMCHQ00000578	\$50.96
136713	204909	GAUDREAU, GRACE	10/13/2016	BMO1	PMCHQ00000578	\$48.00
136714	202792	GIBSON, KARLI	10/13/2016	BMO1	PMCHQ00000578	\$98.70
136715	204910	GILCHRIST, LOUISE	10/13/2016	BMO1	PMCHQ00000578	\$151.20
136716	204911	GIRARD, DENA	10/13/2016	BMO1	PMCHQ00000578	\$28.51
136717	204976	GUERRA, MARIA	10/13/2016	BMO1	PMCHQ00000578	\$48.51
136718	204912	HAYHURST, CHRIS	10/13/2016	BMO1	PMCHQ00000578	\$51.52
136719	204913	HILL, ILSE	10/13/2016	BMO1	PMCHQ00000578	\$117.60
136720	203326	HILTUNEN, LINDA	10/13/2016	BMO1	PMCHQ00000578	\$59.36
136721	204914	HIRAYAMA, MASAMI	10/13/2016	BMO1	PMCHQ00000578	\$105.00
136722	204915	HOLMES, URSULA	10/13/2016	BMO1	PMCHQ00000578	\$28.52
136723	204916	JOHNSTON, GERRY	10/13/2016	BMO1	PMCHQ00000578	\$57.03
136724	200820	KALUGIN, BARB	10/13/2016	BMO1	PMCHQ00000578	\$102.90
136725	204917	KEMPS, DARLENE	10/13/2016	BMO1	PMCHQ00000578	\$71.68
136726	204918	KERR, LORI	10/13/2016	BMO1	PMCHQ00000578	\$53.76
136727	200694	KING, SHARON	10/13/2016	BMO1	PMCHQ00000578	\$110.88
136728	204919	KLASSEN, CINDY	10/13/2016	BMO1	PMCHQ00000578	\$49.00
136729	204920	KUNZ, CINDY	10/13/2016	BMO1	PMCHQ00000578	\$30.45

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
136730	204921	LACOUVEE, NOELLA	10/13/2016	BMO1	PMCHQ00000578	\$24.50
136731	204638	LAMINSKI, MICHELLE	10/13/2016	BMO1	PMCHQ00000578	\$57.75
136732	204922	LAMONT, ARIENE	10/13/2016	BMO1	PMCHQ00000578	\$133.21
136733	204923	LAMOUREUX, SANDRA	10/13/2016	BMO1	PMCHQ00000578	\$50.40
136734	204924	LANDE, NORA	10/13/2016	BMO1	PMCHQ00000578	\$67.70
136735	204925	MACFARLANE, ELISA	10/13/2016	BMO1	PMCHQ00000578	\$44.10
136736	204926	MAKENNY, PEGGY	10/13/2016	BMO1	PMCHQ00000578	\$263.56
136737	204927	MALLOY, JAYDA	10/13/2016	BMO1	PMCHQ00000578	\$58.80
136738	204928	MARKIEWICZ, ANDREA	10/13/2016	BMO1	PMCHQ00000578	\$155.40
136739	201866	MARRIOTT, TRISHA	10/13/2016	BMO1	PMCHQ00000578	\$75.60
136740	204929	MAXON, BILL	10/13/2016	BMO1	PMCHQ00000578	\$41.00
136741	201484	MCCURDY, CELINE	10/13/2016	BMO1	PMCHQ00000578	\$77.68
136742	204930	MCEVAY, PATRICIA	10/13/2016	BMO1	PMCHQ00000578	\$31.50
136743	204931	MCGILL, LISA	10/13/2016	BMO1	PMCHQ00000578	\$29.40
136744	204932	MCKAY, JESSIE	10/13/2016	BMO1	PMCHQ00000578	\$40.00
136745	204933	MCKENZIE, RAMONA	10/13/2016	BMO1	PMCHQ00000578	\$45.70
136746	204934	MCLELLAN, SABAH	10/13/2016	BMO1	PMCHQ00000578	\$55.00
136747	204935	MCMILLAN, VICKI	10/13/2016	BMO1	PMCHQ00000578	\$44.10
136748	204936	MCNALLY, ROBERT	10/13/2016	BMO1	PMCHQ00000578	\$47.00
136749	204937	MESSER, NORINE	10/13/2016	BMO1	PMCHQ00000578	\$23.63
136750	204938	MILLER, JONI	10/13/2016	BMO1	PMCHQ00000578	\$46.00
136751	204446	MOORE, CORINNE	10/13/2016	BMO1	PMCHQ00000578	\$33.00
136752	204939	MOWAT, NATALIA	10/13/2016	BMO1	PMCHQ00000578	\$84.00
136753	204940	MURRAY, DORIS	10/13/2016	BMO1	PMCHQ00000578	\$50.02
136754	204941	NARANG, RAJ R	10/13/2016	BMO1	PMCHQ00000578	\$88.76
136755	204942	NELSON, JUDY	10/13/2016	BMO1	PMCHQ00000578	\$54.26
136756	204881	NELSON, KRISTA	10/13/2016	BMO1	PMCHQ00000578	\$37.80
136757	204943	NICKERSON, BEV	10/13/2016	BMO1	PMCHQ00000578	\$117.60
136758	204944	O'DONNELL, PAT	10/13/2016	BMO1	PMCHQ00000578	\$44.10
136759	204945	OPPAL, BALBINDER	10/13/2016	BMO1	PMCHQ00000578	\$29.76
136760	200654	PARMAR, RINA	10/13/2016	BMO1	PMCHQ00000578	\$57.75
136761	204946	PASHNIK, ROSE	10/13/2016	BMO1	PMCHQ00000578	\$39.90
136762	204947	PATERSON, TIM	10/13/2016	BMO1	PMCHQ00000578	\$28.60
136763	204948	PEFFERS, NORA	10/13/2016	BMO1	PMCHQ00000578	\$42.00
136764	204499	PELECH, SASHA	10/13/2016	BMO1	PMCHQ00000578	\$42.53
136765	204897	PRESTON, CHARLES	10/13/2016	BMO1	PMCHQ00000578	\$32.00
136766	204949	RADVILA, SARA	10/13/2016	BMO1	PMCHQ00000578	\$72.91
136767	204950	RAI, MEENA	10/13/2016	BMO1	PMCHQ00000578	\$201.75
136768	204406	ROGERS, LISA	10/13/2016	BMO1	PMCHQ00000578	\$51.98
136769	203219	ROTHWELL, CATHY	10/13/2016	BMO1	PMCHQ00000578	\$58.03
136770	204951	RYDING, CAROL	10/13/2016	BMO1	PMCHQ00000578	\$73.50
136771	204952	SANDER, KEN	10/13/2016	BMO1	PMCHQ00000578	\$34.50
136772	204953	SAVEGNAGO, GIAMPAOLO	10/13/2016	BMO1	PMCHQ00000578	\$29.40
136773	204954	SCHIEVINK, DORA	10/13/2016	BMO1	PMCHQ00000578	\$26.25
136774	204955	SCHINGNITZ, SIGFRIED	10/13/2016	BMO1	PMCHQ00000578	\$149.50
136775	204956	SCHMIDT, ROD	10/13/2016	BMO1	PMCHQ00000578	\$69.55
136776	204957	SCHULZ, MAGDA	10/13/2016	BMO1	PMCHQ00000578	\$32.91
136777	204958	SEXTON, LINDSAY	10/13/2016	BMO1	PMCHQ00000578	\$112.00
136778	202500	SHINER, MICHELLE	10/13/2016	BMO1	PMCHQ00000578	\$84.00
136779	204959	SMITH, KIM D	10/13/2016	BMO1	PMCHQ00000578	\$76.32
136780	204960	SMITH, LISA	10/13/2016	BMO1	PMCHQ00000578	\$84.00
136781	204961	SMITH, MICHAEL	10/13/2016	BMO1	PMCHQ00000578	\$63.00
136782	204962	STEEL, KELLIE	10/13/2016	BMO1	PMCHQ00000578	\$44.00
136783	204963	STEPHENS, COLLEEN	10/13/2016	BMO1	PMCHQ00000578	\$51.45
136784	204964	TEREPOCKI, CARI ANN	10/13/2016	BMO1	PMCHQ00000578	\$307.54
136785	204965	TILLEY, CHERYL	10/13/2016	BMO1	PMCHQ00000578	\$40.95
136786	204977	TO, SIEUVAN	10/13/2016	BMO1	PMCHQ00000578	\$76.48
136787	204967	VAN APELDOORN, JOHN	10/13/2016	BMO1	PMCHQ00000578	\$36.48
136788	204968	WHITE, STEVEN	10/13/2016	BMO1	PMCHQ00000578	\$34.72
136789	204969	WILEY, BARBARA	10/13/2016	BMO1	PMCHQ00000578	\$34.83
136790	204970	WINTERSGILL, ANNE	10/13/2016	BMO1	PMCHQ00000578	\$38.08
136791	204971	WYNANS, MARNIE	10/13/2016	BMO1	PMCHQ00000578	\$42.40
136792	203590	YOON, KI YUNG	10/13/2016	BMO1	PMCHQ00000578	\$73.50

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
136793	3150	ALBERNI VALLEY CHAMBER OF COMM	10/17/2016	BMO1	PMCHQ00000579	\$15,000.00
136794	204984	0894960 BC	10/19/2016	BMO1	PMCHQ00000580	\$8,687.38
136795	204986	A.D.S. DOCUMENT SERVICE	10/19/2016	BMO1	PMCHQ00000580	\$84.00
136796	10360	B C HYDRO & POWER AUTHORITY	10/19/2016	BMO1	PMCHQ00000580	\$215.68
136797	6950	BAGLEY, CATHY	10/19/2016	BMO1	PMCHQ00000580	\$114.08
136798	203918	BRACK, CHRISTINA	10/19/2016	BMO1	PMCHQ00000580	\$475.30
136799	203962	BURKOSKY, PEGGY	10/19/2016	BMO1	PMCHQ00000580	\$400.00
136800	15580	CANADIAN UNION OF PUBLIC EMPLO	10/19/2016	BMO1	PMCHQ00000580	\$17,688.89
136801	200233	CANSEL SURVEY EQUIPMENT	10/19/2016	BMO1	PMCHQ00000580	\$1,194.54
136802	19300	COMOX PACIFIC EXPRESS LTD	10/19/2016	BMO1	PMCHQ00000580	\$301.80
136803	44880	DB PERKS & ASSOCIATES LTD.	10/19/2016	BMO1	PMCHQ00000580	\$14,773.03
136804	18008	DOROTHY CLARKSTONE NOTARY CORP	10/19/2016	BMO1	PMCHQ00000580	\$77.28
136805	203978	ENCORE BUSINESS SOLUTIONS INC	10/19/2016	BMO1	PMCHQ00000580	\$425.25
136806	203804	FOURNIER, YOLANDE	10/19/2016	BMO1	PMCHQ00000580	\$600.00
136807	204980	HELMER, GENE & INGRID	10/19/2016	BMO1	PMCHQ00000580	\$461.97
136808	204262	KLEYN, MICHAEL	10/19/2016	BMO1	PMCHQ00000580	\$2,502.00
136809	35200	LIQUOR DISTRIBUTION BRANCH	10/19/2016	BMO1	PMCHQ00000580	\$1,749.35
136810	38860	MINISTER OF FINANCE	10/19/2016	BMO1	PMCHQ00000580	\$2,567.31
136811	204982	PACIFIC INSTITUTE FOR SPORT EX	10/19/2016	BMO1	PMCHQ00000580	\$553.46
136812	204983	PACIFIC SPORT VANCOUVER ISLAND	10/19/2016	BMO1	PMCHQ00000580	\$396.50
136813	202973	ROBERTS, MIKAELA	10/19/2016	BMO1	PMCHQ00000580	\$200.00
136814	203990	SCHMIDT, JUSTINE	10/19/2016	BMO1	PMCHQ00000580	\$121.10
136815	52450	SHAW CABLE	10/19/2016	BMO1	PMCHQ00000580	\$577.61
136816	10920	TELUS	10/19/2016	BMO1	PMCHQ00000580	\$9,149.70
136817	10868	TELUS MOBILITY CELLULAR INC	10/19/2016	BMO1	PMCHQ00000580	\$226.24
136818	204737	TWISTED WILLOW STUDIO	10/19/2016	BMO1	PMCHQ00000580	\$567.00
136819	200969	VAN NISPEN, PIP	10/19/2016	BMO1	PMCHQ00000580	\$400.00
136820	202574	WALDRUFF, ERIC	10/19/2016	BMO1	PMCHQ00000580	\$270.00
136821	203918	BRACK, CHRISTINA	10/19/2016	BMO1	PMCHQ00000581	\$240.00
136822	45800	PORT ALBERNI FIRE FIGHTERS ASS	10/19/2016	BMO1	PMCHQ00000582	\$4,620.00
136823	559	0946982 BC LTD	10/20/2016	BMO1	PMCHQ00000583	\$2,885.40
136824	250	A C E COURIER SERVICES	10/20/2016	BMO1	PMCHQ00000583	\$2,555.18
136825	555	ACHINBACK FOUNDRY	10/20/2016	BMO1	PMCHQ00000583	\$202.54
136826	560	ACKLANDS - GRAINGER INC	10/20/2016	BMO1	PMCHQ00000583	\$1,851.98
136827	640	ACME SUPPLIES LTD	10/20/2016	BMO1	PMCHQ00000583	\$1,013.60
136828	27020	AIR LIQUIDE CANADA INC	10/20/2016	BMO1	PMCHQ00000583	\$879.96
136829	1335	AIRGAS CANADA INC.	10/20/2016	BMO1	PMCHQ00000583	\$96.84
136830	1800	ALBERNI COMMUNICATIONS & ELECT	10/20/2016	BMO1	PMCHQ00000583	\$399.56
136831	45585	ALBERNI ECO DRY CLEANERS	10/20/2016	BMO1	PMCHQ00000583	\$84.00
136832	200877	ALBERNI GLASS & MIRROR 2003 LT	10/20/2016	BMO1	PMCHQ00000583	\$33.60
136833	2540	ALBERNI INDUSTRIAL MARINE SUPP	10/20/2016	BMO1	PMCHQ00000583	\$145.47
136834	52570	ANDREW SHERET LIMITED	10/20/2016	BMO1	PMCHQ00000583	\$3,317.56
136835	5720	ASPLUNDH CANADA INC	10/20/2016	BMO1	PMCHQ00000583	\$2,457.00
136836	5740	ASSOCIATED ENGINEERING (BC) LT	10/20/2016	BMO1	PMCHQ00000583	\$18,631.99
136837	5743	ASSOCIATED FIRE & SAFETY INC.	10/20/2016	BMO1	PMCHQ00000583	\$1,814.05
136838	204126	B BERRY ENTERPRISES LTD	10/20/2016	BMO1	PMCHQ00000583	\$2,919.00
136839	6950	BAGLEY, CATHY	10/20/2016	BMO1	PMCHQ00000583	\$100.00
136840	7000	BAILEY ELECTRIC CO LTD	10/20/2016	BMO1	PMCHQ00000583	\$2,949.56
136841	203574	BC MUNICIPAL SAFETY ASSOCIATIO	10/20/2016	BMO1	PMCHQ00000583	\$1,338.75
136842	7860	BEAVER CREEK HOME CENTRE	10/20/2016	BMO1	PMCHQ00000583	\$1,068.70
136843	8600	BERK'S INTERTRUCK LTD	10/20/2016	BMO1	PMCHQ00000583	\$1,118.02
136844	9065	BLACK PRESS GROUP	10/20/2016	BMO1	PMCHQ00000583	\$2,284.38
136845	9475	BOWERMAN EXCAVATING LTD.	10/20/2016	BMO1	PMCHQ00000583	\$27,497.62
136846	9515	BOWMARK CONCRETE LTD.	10/20/2016	BMO1	PMCHQ00000583	\$3,358.25
136847	203363	BUSINESS EXAMINER	10/20/2016	BMO1	PMCHQ00000583	\$681.45
136848	203484	CAMLOCK HOLDINGS LTD	10/20/2016	BMO1	PMCHQ00000583	\$69.30
136849	13790	CANADIAN CORPS OF COMMISSIONAI	10/20/2016	BMO1	PMCHQ00000583	\$1,238.50
136850	14380	CANADIAN LINEN AND UNIFORM SER	10/20/2016	BMO1	PMCHQ00000583	\$273.04
136851	15052	CANADIAN RED CROSS SOCIETY - C	10/20/2016	BMO1	PMCHQ00000583	\$753.44
136852	15301	CANADIAN TIRE #488	10/20/2016	BMO1	PMCHQ00000583	\$281.51
136853	203688	CDW CANADA	10/20/2016	BMO1	PMCHQ00000583	\$864.24
136854	17550	CIRCLE DAIRY 1987 LTD	10/20/2016	BMO1	PMCHQ00000583	\$107.58
136855	17971	CIVIC INFO BC	10/20/2016	BMO1	PMCHQ00000583	\$446.25

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date Chequebook ID	Audit Trail Code	Amount
136856	203788	CLOVERDALE PAINT INC	10/20/2016 BM01	PMCHQ00000583	\$135.35
136857	204595	COAST INTERIOR ARCHAEOLOGY	10/20/2016 BM01	PMCHQ00000583	\$2,306.72
136858	18735	COFFEE FUND	10/20/2016 BM01	PMCHQ00000583	\$120.00
136859	19300	COMOX PACIFIC EXPRESS LTD	10/20/2016 BM01	PMCHQ00000583	\$1,106.68
136860	19780	CORE-MARK DISTRIBUTORS	10/20/2016 BM01	PMCHQ00000583	\$2,973.03
136861	204834	CTV TWO	10/20/2016 BM01	PMCHQ00000583	\$3,078.60
136862	204384	D K I SERVICES LTD	10/20/2016 BM01	PMCHQ00000583	\$26,082.46
136863	91538	DANNEBERG, INGRID	10/20/2016 BM01	PMCHQ00000583	\$27.72
136864	44880	DB PERKS & ASSOCIATES LTD.	10/20/2016 BM01	PMCHQ00000583	\$96.32
136865	22200	DOLANS CONCRETE LTD	10/20/2016 BM01	PMCHQ00000583	\$2,111.04
136866	204106	DOMINION GOVLAW LLP	10/20/2016 BM01	PMCHQ00000583	\$1,564.09
136867	22490	DUMAS FREIGHT CO.	10/20/2016 BM01	PMCHQ00000583	\$97.99
136868	22526	DUNCAN ELECTRIC MOTOR LTD	10/20/2016 BM01	PMCHQ00000583	\$2,851.05
136869	201054	E-CARD ID PRODUCTS	10/20/2016 BM01	PMCHQ00000583	\$555.31
136870	42374	ENEX FUELS LTD.	10/20/2016 BM01	PMCHQ00000583	\$10,556.77
136871	23450	EVITT ELECTRIC CO LTD	10/20/2016 BM01	PMCHQ00000583	\$28.23
136872	204583	FLASHBAY INC	10/20/2016 BM01	PMCHQ00000583	\$1,674.75
136873	55160	FRED SURRIDGE LTD	10/20/2016 BM01	PMCHQ00000583	\$741.44
136874	204276	GARDAWORLD	10/20/2016 BM01	PMCHQ00000583	\$1,419.11
136875	25368	GENESIS FIRE PROTECTION	10/20/2016 BM01	PMCHQ00000583	\$5,272.59
136876	202927	GRIN, JANET	10/20/2016 BM01	PMCHQ00000583	\$172.20
136877	27370	HARLAN FAIRBANKS CO	10/20/2016 BM01	PMCHQ00000583	\$2,758.61
136878	203557	HART, IAN	10/20/2016 BM01	PMCHQ00000583	\$20.46
136879	27850	HAYLOCK BROS PAVING LTD	10/20/2016 BM01	PMCHQ00000583	\$5,166.64
136880	28067	HETHERINGTON INDUSTRIES LTD	10/20/2016 BM01	PMCHQ00000583	\$257.60
136881	204569	IPI TECH INC.	10/20/2016 BM01	PMCHQ00000583	\$19,481.11
136882	31790	ISLAND STUCCO	10/20/2016 BM01	PMCHQ00000583	\$892.50
136883	202952	ISLAND TIME BOAT TOPS	10/20/2016 BM01	PMCHQ00000583	\$358.40
136884	204861	IWC EXCAVATION LTD	10/20/2016 BM01	PMCHQ00000583	\$42,802.28
136885	32270	JACK'S TIRE SALES & SERVICES L	10/20/2016 BM01	PMCHQ00000583	\$14,543.67
136886	32400	JAL DESIGNS AND GRAPHICS INC	10/20/2016 BM01	PMCHQ00000583	\$214.49
136887	33500	JUSTICE INSTITUTE OF BC	10/20/2016 BM01	PMCHQ00000583	\$657.96
136888	12990	K. G. CAMPBELL CONTRACTING LTD	10/20/2016 BM01	PMCHQ00000583	\$336.00
136889	200694	KING, SHARON	10/20/2016 BM01	PMCHQ00000583	\$44.65
136890	34360	KWIK AS AIR	10/20/2016 BM01	PMCHQ00000583	\$24.68
136891	34420	L B WOODCHOPPERS LTD	10/20/2016 BM01	PMCHQ00000583	\$1,716.08
136892	35105	LEWKOWICH GEOTECHNICAL ENGINEE	10/20/2016 BM01	PMCHQ00000583	\$574.25
136893	35132	LIFESAVING SOCIETY	10/20/2016 BM01	PMCHQ00000583	\$198.00
136894	204686	LIN HAW INTERNATIONAL CO LTD	10/20/2016 BM01	PMCHQ00000583	\$306.94
136895	202355	LORDCO PARTS LTD	10/20/2016 BM01	PMCHQ00000583	\$760.45
136896	204781	LULHAM, DEBRA	10/20/2016 BM01	PMCHQ00000583	\$35.80
136897	36890	M B LABORATORIES LTD	10/20/2016 BM01	PMCHQ00000583	\$42.00
136898	37050	MAGIC MOMENTS SHIRTS & PRINT S	10/20/2016 BM01	PMCHQ00000583	\$714.00
136899	38079	MERIT FURNITURE	10/20/2016 BM01	PMCHQ00000583	\$839.99
136900	203685	MIA'S TAILOR SHOP	10/20/2016 BM01	PMCHQ00000583	\$61.35
136901	203779	MITCHELL 1	10/20/2016 BM01	PMCHQ00000583	\$5,317.48
136902	40250	MONK OFFICE	10/20/2016 BM01	PMCHQ00000583	\$3,810.24
136903	203674	MYRA SYSTEMS CORP	10/20/2016 BM01	PMCHQ00000583	\$4,959.89
136904	200869	NETLINK COMPUTER INC.	10/20/2016 BM01	PMCHQ00000583	\$425.60
136905	42598	NORTH DOUGLAS FOOD SERVICE DIS	10/20/2016 BM01	PMCHQ00000583	\$3,591.97
136906	43190	OLD DUTCH FOODS LTD	10/20/2016 BM01	PMCHQ00000583	\$101.43
136907	204017	OPUS CONSULTING GROUP LTD	10/20/2016 BM01	PMCHQ00000583	\$28,026.47
136908	204000	PACIFIC CHEVROLET BUICK GMC	10/20/2016 BM01	PMCHQ00000583	\$55.59
136909	32500	PLANETCLEAN (NANAIMO) LTD	10/20/2016 BM01	PMCHQ00000583	\$427.01
136910	45593	PLEY, TIM	10/20/2016 BM01	PMCHQ00000583	\$58.57
136911	45725	PORT ALBERNI CIVIC MANAGERS AS	10/20/2016 BM01	PMCHQ00000583	\$840.00
136912	46595	PRAXAIR DISTRIBUTION	10/20/2016 BM01	PMCHQ00000583	\$51.94
136913	18301	PREMIER PACIFIC SEEDS LTD	10/20/2016 BM01	PMCHQ00000583	\$1,412.04
136914	204531	PRICE'S SECURITY LOCKSMITH'S	10/20/2016 BM01	PMCHQ00000583	\$55.53
136915	47333	QUALITY FOODS	10/20/2016 BM01	PMCHQ00000583	\$1,556.98
136916	47950	RAYNER BRACHT CONSTRUCTION	10/20/2016 BM01	PMCHQ00000583	\$25,316.98
136917	200900	RECEIVER GENERAL FOR CANADA -	10/20/2016 BM01	PMCHQ00000583	\$200.00
136918	49140	REGIONAL DISTRICT OF ALBERNI C	10/20/2016 BM01	PMCHQ00000583	\$25,888.45

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
136919	49150	REGIONAL DISTRICT OF ALBERNI C	10/20/2016	BMO1	PMCHQ00000583	\$720.00
136920	52450	SHAW CABLE	10/20/2016	BMO1	PMCHQ00000583	\$97.39
136921	203456	SHIFT ENERGY GROUP	10/20/2016	BMO1	PMCHQ00000583	\$9,287.25
136922	53910	SOUTHSIDE AUTO SUPPLY LTD	10/20/2016	BMO1	PMCHQ00000583	\$407.92
136923	203124	STAPLES ADVANTAGE	10/20/2016	BMO1	PMCHQ00000583	\$528.80
136924	202288	STAPLES/ BD# 321 PORT ALBERNI	10/20/2016	BMO1	PMCHQ00000583	\$23.38
136925	203092	TKS HYDRAULICS & SUPPLY	10/20/2016	BMO1	PMCHQ00000583	\$13.04
136926	56323	TOM HARRIS CELLULAR LTD	10/20/2016	BMO1	PMCHQ00000583	\$152.60
136927	57040	UAP INC	10/20/2016	BMO1	PMCHQ00000583	\$43.71
136928	57050	UBCM - Union of BC Municipalit	10/20/2016	BMO1	PMCHQ00000583	\$115.50
136929	57080	UNISOURCE CANADA INC	10/20/2016	BMO1	PMCHQ00000583	\$679.17
136930	202104	VANCOUVER ISLAND ECONOMIC ALLI	10/20/2016	BMO1	PMCHQ00000583	\$262.50
136931	59750	WALCO INDUSTRIES LTD	10/20/2016	BMO1	PMCHQ00000583	\$4,941.96
136932	60794	WEST VAN ISLE CONTRACTING CO.	10/20/2016	BMO1	PMCHQ00000583	\$8,265.93
136933	60613	WESTCOAST HOME HARDWARE	10/20/2016	BMO1	PMCHQ00000583	\$45.30
136934	204311	WESTERRA EQUIPMENT	10/20/2016	BMO1	PMCHQ00000583	\$286.11
136935	59700	WL SOLUTIONS LTD	10/20/2016	BMO1	PMCHQ00000583	\$1,519.74
136936	1960	ALBERNI DISTRICT CO-OP ASSOC	10/26/2016	BMO1	PMCHQ00000584	\$232.74
136937	204521	ALEMANY, CHRIS	10/26/2016	BMO1	PMCHQ00000584	\$199.45
136938	10360	B C HYDRO & POWER AUTHORITY	10/26/2016	BMO1	PMCHQ00000584	\$47.12
136939	10950	B C TRANSIT	10/26/2016	BMO1	PMCHQ00000584	\$80,666.00
136940	204772	BATT, PETE	10/26/2016	BMO1	PMCHQ00000584	\$10.21
136941	203457	BISARO, MICHELLE	10/26/2016	BMO1	PMCHQ00000584	\$65.00
136942	17572	CITIZENS ON PATROL	10/26/2016	BMO1	PMCHQ00000584	\$520.00
136943	203020	COLLINS FARM	10/26/2016	BMO1	PMCHQ00000584	\$56.00
136944	19300	COMOX PACIFIC EXPRESS LTD	10/26/2016	BMO1	PMCHQ00000584	\$106.80
136946	204826	ENTERTAINMENT ONE FILMS CANADA	10/26/2016	BMO1	PMCHQ00000584	\$899.50
136947	16501	FORTIS BC - NATURAL GAS	10/26/2016	BMO1	PMCHQ00000584	\$938.60
136948	91414	HAACK, ESTER	10/26/2016	BMO1	PMCHQ00000584	\$1,312.50
136949	30743	INTERIOR TURF EQUIPMENT LTD	10/26/2016	BMO1	PMCHQ00000584	\$80.09
136950	33777	KENDRICK EQUIPMENT 2003 LTD.	10/26/2016	BMO1	PMCHQ00000584	\$3,277.66
136951	36872	MACNAUGHTON, JANE	10/26/2016	BMO1	PMCHQ00000584	\$600.00
136952	204985	MILLER, AYSIA	10/26/2016	BMO1	PMCHQ00000584	\$800.00
136953	203930	PARMAR, NEELAM	10/26/2016	BMO1	PMCHQ00000584	\$1,357.05
136954	204991	PATER, NELLIS	10/26/2016	BMO1	PMCHQ00000584	\$945.88
136955	47749	RAINBOW LANES	10/26/2016	BMO1	PMCHQ00000584	\$66.15
136956	49140	REGIONAL DISTRICT OF ALBERNI C	10/26/2016	BMO1	PMCHQ00000584	\$2,206.78
136957	203936	ROBINSON, MARGARET	10/26/2016	BMO1	PMCHQ00000584	\$2,196.00
136958	203356	SAMSON, NOMI	10/26/2016	BMO1	PMCHQ00000584	\$550.00
136959	204987	SPONSELEE, BRIAN	10/26/2016	BMO1	PMCHQ00000584	\$350.00
136960	203124	STAPLES ADVANTAGE	10/26/2016	BMO1	PMCHQ00000584	\$2,438.95
136961	10868	TELUS MOBILITY CELLULAR INC	10/26/2016	BMO1	PMCHQ00000584	\$3,633.15
136962	204992	THOMPSON, JANE	10/26/2016	BMO1	PMCHQ00000584	\$375.00
136963	204993	TREW, KATHY	10/26/2016	BMO1	PMCHQ00000584	\$330.00
136964	200969	VAN NISPEN, PIP	10/26/2016	BMO1	PMCHQ00000584	\$480.00
136965	30130	WESTERN VANCOUVER ISLAND INDUS	10/26/2016	BMO1	PMCHQ00000584	\$500.00
136966	202639	ZENKO, MARK	10/26/2016	BMO1	PMCHQ00000584	\$288.92
136967	57100	UNITED RENTALS	10/27/2016	BMO1	PMCHQ00000585	\$10,540.60
136968	3150	ALBERNI VALLEY CHAMBER OF COMM	10/28/2016	BMO1	PMCHQ00000586	\$21,000.00
136969	560	ACKLANDS - GRAINGER INC	11/2/2016	BMO1	PMCHQ00000587	\$8,012.45
136970	203141	ALARIE, CHRISSY	11/2/2016	BMO1	PMCHQ00000587	\$364.55
136971	204532	ARKLIE, KRISTINE	11/2/2016	BMO1	PMCHQ00000587	\$45.13
136972	200212	ARNFIELD, SHELLEY	11/2/2016	BMO1	PMCHQ00000587	\$360.00
136973	204126	B BERRY ENTERPRISES LTD	11/2/2016	BMO1	PMCHQ00000587	\$9,746.10
136974	10950	B C TRANSIT	11/2/2016	BMO1	PMCHQ00000587	\$79,238.00
136975	15580	CANADIAN UNION OF PUBLIC EMPLO	11/2/2016	BMO1	PMCHQ00000587	\$11,720.78
136976	18719	COCA COLA BOTTLING	11/2/2016	BMO1	PMCHQ00000587	\$466.76
136977	18735	COFFEE FUND	11/2/2016	BMO1	PMCHQ00000587	\$80.00
136978	204412	CPA CANADA	11/2/2016	BMO1	PMCHQ00000587	\$140.07
136979	204862	DARLING, SARA	11/2/2016	BMO1	PMCHQ00000587	\$220.80
136980	203432	DECLERCQ, KELLY	11/2/2016	BMO1	PMCHQ00000587	\$43.00
136981	18008	DOROTHY CLARKSTONE NOTARY CORP	11/2/2016	BMO1	PMCHQ00000587	\$1,385.84
136982	16501	FORTIS BC - NATURAL GAS	11/2/2016	BMO1	PMCHQ00000587	\$3,276.34

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
136983	201826	GAUDREAU, ROB	11/2/2016	BMO1	PMCHQ00000587	\$254.50
136984	27371	HARDING, SHELLEY	11/2/2016	BMO1	PMCHQ00000587	\$537.19
136985	53940	HARTWELL, DAVINA	11/2/2016	BMO1	PMCHQ00000587	\$399.70
136986	204574	IGI RESOURCES	11/2/2016	BMO1	PMCHQ00000587	\$3,031.34
136987	200369	KOCH, DIANE	11/2/2016	BMO1	PMCHQ00000587	\$228.15
136988	34311	KRANEVELDT, ROB	11/2/2016	BMO1	PMCHQ00000587	\$346.45
136989	51746	KRAUSE, LISA	11/2/2016	BMO1	PMCHQ00000587	\$43.00
136990	202376	MEEK, TANYA	11/2/2016	BMO1	PMCHQ00000587	\$33.00
136991	204989	MINISTRY OF JUSTICE	11/2/2016	BMO1	PMCHQ00000587	\$28.00
136992	203914	NEWBERRY, JORDAN	11/2/2016	BMO1	PMCHQ00000587	\$95.13
136993	42598	NORTH DOUGLAS FOOD SERVICE DIS	11/2/2016	BMO1	PMCHQ00000587	\$1,228.04
136994	43190	OLD DUTCH FOODS LTD	11/2/2016	BMO1	PMCHQ00000587	\$52.92
136995	44520	PARKS & RECREATION PETTY CASH	11/2/2016	BMO1	PMCHQ00000587	\$127.41
136996	203043	PELECH, JEFF	11/2/2016	BMO1	PMCHQ00000587	\$67.70
136997	202951	PICHOR, MICHAEL	11/2/2016	BMO1	PMCHQ00000587	\$115.00
136998	45725	PORT ALBERNI CIVIC MANAGERS AS	11/2/2016	BMO1	PMCHQ00000587	\$550.00
136999	45800	PORT ALBERNI FIRE FIGHTERS ASS	11/2/2016	BMO1	PMCHQ00000587	\$4,620.00
137000	46676	PRIORITY MANAGEMENT CANADA	11/2/2016	BMO1	PMCHQ00000587	\$271.63
137001	204990	PROM 2017	11/2/2016	BMO1	PMCHQ00000587	\$60.00
137002	203936	ROBINSON, MARGARET	11/2/2016	BMO1	PMCHQ00000587	\$850.00
137003	50410	ROYAL CANADIAN LEGION 293	11/2/2016	BMO1	PMCHQ00000587	\$135.00
137004	203334	RUTTAN, MIKE	11/2/2016	BMO1	PMCHQ00000587	\$443.80
137005	203356	SAMSON, NOMI	11/2/2016	BMO1	PMCHQ00000587	\$450.00
137006	915744	SCHWARZ, MIKI	11/2/2016	BMO1	PMCHQ00000587	\$393.40
137007	52450	SHAW CABLE	11/2/2016	BMO1	PMCHQ00000587	\$98.39
137008	53499	SMITH, KIRSTEN	11/2/2016	BMO1	PMCHQ00000587	\$912.52
137009	54170	STAFF FUND	11/2/2016	BMO1	PMCHQ00000587	\$66.00
137010	10920	TELUS	11/2/2016	BMO1	PMCHQ00000587	\$82.83
137011	200969	VAN NISPEEN, PIP	11/2/2016	BMO1	PMCHQ00000587	\$480.00
137012	202523	WELLS, SHAWNA	11/2/2016	BMO1	PMCHQ00000587	\$360.00
137013	35130	YOUNG, ANDERSON	11/2/2016	BMO1	PMCHQ00000587	\$6,791.11
137014	28205	HILTON CENTRE	11/3/2016	BMO1	PMCHQ00000588	\$599.00
137015	53650	S P C A	11/3/2016	BMO1	PMCHQ00000588	\$12,294.96
137016	53999	SPIFFY IN A JIFFY JANITORIAL I	11/3/2016	BMO1	PMCHQ00000588	\$1,260.00
137017	2200	ALBERNI FIRST AID	11/9/2016	BMO1	PMCHQ00000589	\$378.00
137018	204995	AYRES, PETER B	11/9/2016	BMO1	PMCHQ00000589	\$770.00
137019	18719	COCA COLA BOTTLING	11/9/2016	BMO1	PMCHQ00000589	\$186.91
137020	201803	CO-OPERATORS, THE	11/9/2016	BMO1	PMCHQ00000589	\$15,768.28
137021	202099	FARRELL, JEANNETTE	11/9/2016	BMO1	PMCHQ00000589	\$123.30
137022	204676	J MCMILLAN BAILIFF & COLLECTIO	11/9/2016	BMO1	PMCHQ00000589	\$86.63
137023	204996	JOHNSON, ED	11/9/2016	BMO1	PMCHQ00000589	\$1,289.03
137024	203600	LOOMIS EXPRESS	11/9/2016	BMO1	PMCHQ00000589	\$208.36
137025	204394	MINISTRY OF ENVIRONMENT	11/9/2016	BMO1	PMCHQ00000589	\$112.80
137026	42598	NORTH DOUGLAS FOOD SERVICE DIS	11/9/2016	BMO1	PMCHQ00000589	\$1,706.96
137027	25322	PORT ALBERNI FIRE DEPARTMENT P	11/9/2016	BMO1	PMCHQ00000589	\$133.10
137028	204988	PORT ALBERNI MINOR BASKETBALL	11/9/2016	BMO1	PMCHQ00000589	\$781.95
137029	915744	SCHWARZ, MIKI	11/9/2016	BMO1	PMCHQ00000589	\$100.14
137030	52450	SHAW CABLE	11/9/2016	BMO1	PMCHQ00000589	\$381.76
137031	204887	TILLEY, TYSON	11/9/2016	BMO1	PMCHQ00000589	\$4,580.65
137032	204775	TREMBLAY, KRISTA	11/9/2016	BMO1	PMCHQ00000589	\$22.00
137033	203966	WALERIUS, LESLIE	11/9/2016	BMO1	PMCHQ00000589	\$8.25
137034	204966	VANBLOWER FABRICATION	11/9/2016	BMO1	PMCHQ00000590	\$4,365.76
137035	204005	YOUNG PROFESSIONALS OF THE ALB	11/10/2016	BMO1	PMCHQ00000591	\$4,575.60
137036	559	0946982 BC LTD	11/10/2016	BMO1	PMCHQ00000592	\$7,089.08
137037	250	A C E COURIER SERVICES	11/10/2016	BMO1	PMCHQ00000592	\$268.30
137038	555	ACHINBACK FOUNDRY	11/10/2016	BMO1	PMCHQ00000592	\$202.54
137039	560	ACKLANDS - GRAINGER INC	11/10/2016	BMO1	PMCHQ00000592	\$5,487.63
137040	1800	ALBERNI COMMUNICATIONS & ELECT	11/10/2016	BMO1	PMCHQ00000592	\$616.00
137041	2540	ALBERNI INDUSTRIAL MARINE SUPP	11/10/2016	BMO1	PMCHQ00000592	\$83.40
137042	3150	ALBERNI VALLEY CHAMBER OF COMM	11/10/2016	BMO1	PMCHQ00000592	\$1,338.40
137043	3665	ALBERNI VALLEY REFRIGERATION	11/10/2016	BMO1	PMCHQ00000592	\$3,273.40
137044	52570	ANDREW SHERET LIMITED	11/10/2016	BMO1	PMCHQ00000592	\$5,008.31
137045	203794	ANIXTER CANADA INC	11/10/2016	BMO1	PMCHQ00000592	\$639.63

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
137046	5190	ARMTEC LIMITED PARTNERSHIP	11/10/2016	BMO1	PMCHQ00000592	\$634.82
137047	5720	ASPLUNDH CANADA INC	11/10/2016	BMO1	PMCHQ00000592	\$8,257.20
137048	10500	B C MUSEUMS ASSOCIATION	11/10/2016	BMO1	PMCHQ00000592	\$300.00
137049	10725	B C STUDIES - UBC	11/10/2016	BMO1	PMCHQ00000592	\$118.13
137050	7000	BAILEY ELECTRIC CO LTD	11/10/2016	BMO1	PMCHQ00000592	\$30,511.64
137051	7860	BEAVER CREEK HOME CENTRE	11/10/2016	BMO1	PMCHQ00000592	\$321.56
137052	7910	BEAVER ELECTRICAL MACHINERY LT	11/10/2016	BMO1	PMCHQ00000592	\$887.25
137053	8600	BERK'S INTERTRUCK LTD	11/10/2016	BMO1	PMCHQ00000592	\$1,127.09
137054	7540	BEST WESTERN BARCLAY HOTEL	11/10/2016	BMO1	PMCHQ00000592	\$4,051.42
137055	203457	BISARO, MICHELLE	11/10/2016	BMO1	PMCHQ00000592	\$32.29
137056	9475	BOWERMAN EXCAVATING LTD.	11/10/2016	BMO1	PMCHQ00000592	\$7,126.77
137057	9515	BOWMARK CONCRETE LTD.	11/10/2016	BMO1	PMCHQ00000592	\$398.09
137058	10997	BRANDT TRACTOR LTD.	11/10/2016	BMO1	PMCHQ00000592	\$3,768.76
137059	9868	BRITISH COLUMBIA SAFETY AUTHOR	11/10/2016	BMO1	PMCHQ00000592	\$226.00
137060	11765	BUDGET CAR AND TRUCK RENTAL	11/10/2016	BMO1	PMCHQ00000592	\$2,335.90
137061	13721	CANADIAN CANCER SOCIETY	11/10/2016	BMO1	PMCHQ00000592	\$200.00
137062	13790	CANADIAN CORPS OF COMMISSIONAI	11/10/2016	BMO1	PMCHQ00000592	\$2,206.07
137063	14380	CANADIAN LINEN AND UNIFORM SER	11/10/2016	BMO1	PMCHQ00000592	\$625.69
137064	15301	CANADIAN TIRE #488	11/10/2016	BMO1	PMCHQ00000592	\$167.27
137065	203565	CAP-IT PORT ALBERNI	11/10/2016	BMO1	PMCHQ00000592	\$529.74
137066	17550	CIRCLE DAIRY 1987 LTD	11/10/2016	BMO1	PMCHQ00000592	\$139.08
137067	17971	CIVIC INFO BC	11/10/2016	BMO1	PMCHQ00000592	\$446.25
137068	203788	CLOVERDALE PAINT INC	11/10/2016	BMO1	PMCHQ00000592	\$503.56
137069	12586	CMJ EQUIPMENT	11/10/2016	BMO1	PMCHQ00000592	\$1,716.75
137070	204580	COAST ENVIRONMENTAL LTD	11/10/2016	BMO1	PMCHQ00000592	\$112.00
137071	202866	COASTAL BRIDGE & CONSTRUCTION	11/10/2016	BMO1	PMCHQ00000592	\$5,790.75
137072	23250	COASTAL PEST MANAGEMENT	11/10/2016	BMO1	PMCHQ00000592	\$84.00
137073	18740	COKELY WIRE ROPE LTD	11/10/2016	BMO1	PMCHQ00000592	\$57.24
137074	204614	COMMUNICATION CONNECTION	11/10/2016	BMO1	PMCHQ00000592	\$4,878.10
137075	204230	COUNTERFORCE CORPORATION	11/10/2016	BMO1	PMCHQ00000592	\$30.40
137076	204838	COWICHAN GREEN COMMUNITY	11/10/2016	BMO1	PMCHQ00000592	\$523.95
137077	203680	CPL SYSTEMS CANADA	11/10/2016	BMO1	PMCHQ00000592	\$282.89
137078	204834	CTV TWO	11/10/2016	BMO1	PMCHQ00000592	\$9,250.50
137079	91538	DANNEBERG, INGRID	11/10/2016	BMO1	PMCHQ00000592	\$33.88
137080	44880	DB PERKS & ASSOCIATES LTD.	11/10/2016	BMO1	PMCHQ00000592	\$341.75
137081	21490	DEL EQUIPMENT LIMITED	11/10/2016	BMO1	PMCHQ00000592	\$2,866.03
137082	21492	DELL COMPUTER INC.	11/10/2016	BMO1	PMCHQ00000592	\$715.68
137083	22157	DOBNEY FOUNDRY LTD	11/10/2016	BMO1	PMCHQ00000592	\$1,640.76
137084	22200	DOLANS CONCRETE LTD	11/10/2016	BMO1	PMCHQ00000592	\$8,399.08
137085	18008	DOROTHY CLARKSTONE NOTARY CORP	11/10/2016	BMO1	PMCHQ00000592	\$90.33
137086	22490	DUMAS FREIGHT CO.	11/10/2016	BMO1	PMCHQ00000592	\$67.73
137087	22650	ECHO SUNSHINE CLUB	11/10/2016	BMO1	PMCHQ00000592	\$60.00
137088	204319	EBCOL ELECTRIC	11/10/2016	BMO1	PMCHQ00000592	\$132,878.96
137089	203978	ENCORE BUSINESS SOLUTIONS INC	11/10/2016	BMO1	PMCHQ00000592	\$94.50
137090	42374	ENEX FUELS LTD.	11/10/2016	BMO1	PMCHQ00000592	\$21,310.38
137091	202377	ENTERPRISE PAPER PARKSVILLE	11/10/2016	BMO1	PMCHQ00000592	\$78.36
137092	23450	EVITT ELECTRIC CO LTD	11/10/2016	BMO1	PMCHQ00000592	\$35.24
137093	204836	FRASER CITY INSTALLATIONS	11/10/2016	BMO1	PMCHQ00000592	\$23,625.00
137094	55160	FRED SURRIDGE LTD	11/10/2016	BMO1	PMCHQ00000592	\$778.92
137095	201114	FREETHY, KAREN	11/10/2016	BMO1	PMCHQ00000592	\$78.25
137096	204015	FRIESEN PLASTICS INC	11/10/2016	BMO1	PMCHQ00000592	\$1,031.11
137097	204555	GEO BEZDAN SALES LTD	11/10/2016	BMO1	PMCHQ00000592	\$172.96
137098	25436	GIRISON LAUNDROMAT	11/10/2016	BMO1	PMCHQ00000592	\$1,288.89
137099	26070	GRAPHICS FACTORY	11/10/2016	BMO1	PMCHQ00000592	\$872.48
137100	27009	HACH SALES & SERVICE CANADA	11/10/2016	BMO1	PMCHQ00000592	\$178.76
137101	27366	HARBOURVIEW COLLISION LTD	11/10/2016	BMO1	PMCHQ00000592	\$300.00
137102	203557	HART, IAN	11/10/2016	BMO1	PMCHQ00000592	\$16.23
137103	27850	HAYLOCK BROS PAVING LTD	11/10/2016	BMO1	PMCHQ00000592	\$4,451.53
137104	201898	HOOVER, DAVID	11/10/2016	BMO1	PMCHQ00000592	\$51.80
137105	28877	HOULE PRINTING	11/10/2016	BMO1	PMCHQ00000592	\$672.00
137106	30661	I C B C -Insurance Corporation	11/10/2016	BMO1	PMCHQ00000592	\$1,182.84
137107	29890	IMAGE INSPECTION SERVICES LTD	11/10/2016	BMO1	PMCHQ00000592	\$803.25
137108	30194	INLAND KENWORTH/PARKER PACIFIC	11/10/2016	BMO1	PMCHQ00000592	\$1,483.42

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
137109	204778	ISLAND BEVERAGE SERVICES	11/10/2016	BM01	PMCHQ00000592	\$211.33
137110	203295	ISLAND EARTHWORKS	11/10/2016	BM01	PMCHQ00000592	\$1,701.00
137111	31510	ISLAND FREIGHTLINER TRUCK SALE	11/10/2016	BM01	PMCHQ00000592	\$173.61
137112	31937	ITRON CANADA, INC.	11/10/2016	BM01	PMCHQ00000592	\$5,134.14
137113	204130	J & P DISTRIBUTORS INC.	11/10/2016	BM01	PMCHQ00000592	\$127.40
137114	33496	JUST RITE PRECISION SHARPENING	11/10/2016	BM01	PMCHQ00000592	\$235.20
137115	34215	KOERS & ASSOCIATES ENGINEERING	11/10/2016	BM01	PMCHQ00000592	\$6,466.51
137116	34420	I. B. WOODCHOPPERS LTD	11/10/2016	BM01	PMCHQ00000592	\$3,305.34
137117	203693	LADYBIRD ENGRAVING & WEB CREAT	11/10/2016	BM01	PMCHQ00000592	\$22.40
137118	35220	LITTLE VALLEY DELI	11/10/2016	BM01	PMCHQ00000592	\$344.64
137119	36890	M B LABORATORIES LTD	11/10/2016	BM01	PMCHQ00000592	\$1,688.40
137120	35595	MACDERMOTT'S INSURANCE AGENCY L	11/10/2016	BM01	PMCHQ00000592	\$425.00
137121	37050	MAGIC MOMENTS SHIRTS & PRINT S	11/10/2016	BM01	PMCHQ00000592	\$2,141.72
137122	35900	MCGILL & ASSOCIATES	11/10/2016	BM01	PMCHQ00000592	\$999.20
137123	36260	MCLEAN & HIGGINS LTD	11/10/2016	BM01	PMCHQ00000592	\$2,081.04
137124	204256	MID ISLAND SAFETY CONSULTING I	11/10/2016	BM01	PMCHQ00000592	\$1,548.75
137125	38560	MINISTER OF FINANCE - Product	11/10/2016	BM01	PMCHQ00000592	\$54.34
137126	203389	MINISTER OF GOVERNMENT SERVICE	11/10/2016	BM01	PMCHQ00000592	\$106.03
137127	203674	MYRA SYSTEMS CORP	11/10/2016	BM01	PMCHQ00000592	\$17,891.32
137128	41801	ND GRAPHICS	11/10/2016	BM01	PMCHQ00000592	\$938.56
137129	27010	NUU-CHAH-NULTH TRIBAL COUNCIL	11/10/2016	BM01	PMCHQ00000592	\$205.00
137130	204164	ORKIN CANADA	11/10/2016	BM01	PMCHQ00000592	\$295.06
137131	201272	PCAG PROPERTY ADVISORS INC	11/10/2016	BM01	PMCHQ00000592	\$309.75
137132	32500	PLANETCLEAN (NANAIMO) LTD	11/10/2016	BM01	PMCHQ00000592	\$296.46
137133	45995	PORT ALBERNI ONLINE	11/10/2016	BM01	PMCHQ00000592	\$787.50
137134	46602	PRECISION CRANE & PARTS LTD.	11/10/2016	BM01	PMCHQ00000592	\$1,002.62
137135	46620	PRICE'S ALARM SYSTEMS	11/10/2016	BM01	PMCHQ00000592	\$188.69
137136	202638	PUBLIC SECTOR DIGEST	11/10/2016	BM01	PMCHQ00000592	\$838.46
137137	47333	QUALITY FOODS	11/10/2016	BM01	PMCHQ00000592	\$1,197.65
137138	47950	RAYNER BRACHT CONSTRUCTION	11/10/2016	BM01	PMCHQ00000592	\$247.43
137139	204858	RECEIVER GENERAL	11/10/2016	BM01	PMCHQ00000592	\$945.10
137140	49140	REGIONAL DISTRICT OF ALBERNI C	11/10/2016	BM01	PMCHQ00000592	\$25,691.80
137141	50199	ROCKY MOUNTAIN PHOENIX	11/10/2016	BM01	PMCHQ00000592	\$1,031.10
137142	50260	ROLLINS MACHINERY LTD	11/10/2016	BM01	PMCHQ00000592	\$1,725.86
137143	203661	SCHAFFERS' EQUIPMENT	11/10/2016	BM01	PMCHQ00000592	\$546.33
137144	52733	SHRED-IT INTERNATIONAL ULC	11/10/2016	BM01	PMCHQ00000592	\$128.26
137145	53910	SOUTHSIDE AUTO SUPPLY LTD	11/10/2016	BM01	PMCHQ00000592	\$2,167.83
137146	53999	SPIFFY IN A JIFFY JANITORIAL I	11/10/2016	BM01	PMCHQ00000592	\$1,260.00
137147	203124	STAPLES ADVANTAGE	11/10/2016	BM01	PMCHQ00000592	\$1,793.11
137148	202288	STAPLES/ BD# 321 PORT ALBERNI	11/10/2016	BM01	PMCHQ00000592	\$9.09
137149	204329	STERICYCLE COMMUNICATION SOLUT	11/10/2016	BM01	PMCHQ00000592	\$381.39
137150	915751	THYSSENKRUPP ELEVATOR	11/10/2016	BM01	PMCHQ00000592	\$254.69
137151	203092	TKS HYDRAULICS & SUPPLY	11/10/2016	BM01	PMCHQ00000592	\$315.01
137152	56323	TOM HARRIS CELLULAR LTD	11/10/2016	BM01	PMCHQ00000592	\$1,314.29
137153	204071	TREO PORT MANN	11/10/2016	BM01	PMCHQ00000592	\$10.90
137154	57040	UAP INC	11/10/2016	BM01	PMCHQ00000592	\$30.40
137155	57080	UNISOURCE CANADA INC	11/10/2016	BM01	PMCHQ00000592	\$679.17
137156	202395	UNIVERSAL COVER CORP	11/10/2016	BM01	PMCHQ00000592	\$716.80
137157	58172	VAN KAM FREIGHTWAYS LTD	11/10/2016	BM01	PMCHQ00000592	\$306.71
137158	58660	VANCOUVER ISLAND REGIONAL LIBR	11/10/2016	BM01	PMCHQ00000592	\$168,333.00
137159	200217	VOYSEY, SHANE	11/10/2016	BM01	PMCHQ00000592	\$145.20
137160	204830	WELCOME WAGON	11/10/2016	BM01	PMCHQ00000592	\$155.13
137161	60613	WESTCOAST HOME HARDWARE	11/10/2016	BM01	PMCHQ00000592	\$858.77
137162	62740	WINDSOR PLYWOOD	11/10/2016	BM01	PMCHQ00000592	\$1,256.03
137163	200530	YELLOW PAGES GROUP	11/10/2016	BM01	PMCHQ00000592	\$48.52
137164	64065	ZEP SALES & SERVICE OF CANADA	11/10/2016	BM01	PMCHQ00000592	\$990.07
137165	250	A C E COURIER SERVICES	11/16/2016	BM01	PMCHQ00000593	\$2,269.44
137166	1960	ALBERNI DISTRICT CO-OP ASSOC	11/16/2016	BM01	PMCHQ00000593	\$567.91
137167	204769	ALLEN, PAULETTE	11/16/2016	BM01	PMCHQ00000593	\$31.59
137168	52570	ANDREW SHERET LIMITED	11/16/2016	BM01	PMCHQ00000593	\$11,684.16
137169	10360	B C HYDRO & POWER AUTHORITY	11/16/2016	BM01	PMCHQ00000593	\$80,321.13
137170	54350	BRENNTAG CANADA INC.	11/16/2016	BM01	PMCHQ00000593	\$4,372.67
137171	17792	BURROWS, SCOTT	11/16/2016	BM01	PMCHQ00000593	\$430.54

System: 11/23/2016 8:51:29 AM
User Date: 11/23/2016

City of Port Alberni
VENDOR CHEQUE REGISTER REPORT
Payables Management

Page: 22
User ID: SPENCER_M

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
137172	23181	EMCO LIMITED	11/16/2016	BMO1	PMCHQ00000593	\$586.97
137173	204250	FRANK, ROMAN	11/16/2016	BMO1	PMCHQ00000593	\$8.20
137174	202927	GRIN, JANET	11/16/2016	BMO1	PMCHQ00000593	\$74.55
137175	55523	IRWIN AIR LTD	11/16/2016	BMO1	PMCHQ00000593	\$1,549.38
137176	41030	NADIG, HERB	11/16/2016	BMO1	PMCHQ00000593	\$139.00
137177	203356	SAMSON, NOMI	11/16/2016	BMO1	PMCHQ00000593	\$850.00
137178	200969	VAN NISPEN, PIP	11/16/2016	BMO1	PMCHQ00000593	\$480.00

Total Cheques: 1,323

Total Amount of Cheques: \$5,571,440.90
=====

CITY OF PORT ALBERNI

PAGE 1

DEBENTURE DEBT REQUIREMENTS - 2016

DUE DATE	BY-LAW	PAYABLE TO	GENERAL		SEWER		WATER		TOTAL
			PRINCIPAL	INTEREST	PRINCIPAL	INTEREST	PRINCIPAL	INTEREST	
✓25-Mar-16	4280	ACRD		2,173.36		3,260.04			5,433.40
✓ 8-Apr-16	4848	ACRD	32,249.30	10,032.00					42,281.30
✓ 8-Apr-16	4848	ACRD					38,742.66	22,000.00	60,742.66
✓14-Apr-16	4807	ACRD		6,037.50		80,212.50			86,250.00
✓19-Apr-16	4575	ACRD	81,041.91	78,638.99					159,680.90
✓19-Apr-16	4601	ACRD			36,495.59	10,209.36			46,704.95
25-Sep-16	4280	ACRD	2,967.40	2,173.36	4,451.10	3,260.04			12,851.90
8-Oct-16	4846	ACRD		0					10,032.00
8-Oct-16	4848	ACRD					0	22,000.00	22,000.00
14-Oct-16	4807	ACRD	7,176.61	6,037.50	95,346.46	80,212.50			188,773.07
19-Oct-16	4575	ACRD		29,531.81					29,531.81
			123,435.22	144,656.52	136,293.15	177,154.44	38,742.66	44,000.00	664,281.99

Note: effective April 19, 2016 LA Bylaw 4575 interest rate reduced from original 4.6% to 1.75% for next 5 years. See MFA memo re rate reduction.
Also confirmed reduction with Jane Morrison at MFA March 7, 2016.

**REPORT OF THE PUBLIC HEARING HELD ON MONDAY, NOVEMBER 28, 2016
AT 6:00 PM IN COUNCIL CHAMBERS TO HEAR REPRESENTATION RELATIVE TO
PROPOSED AMENDMENTS TO THE ZONING BYLAW AND THE
OFFICIAL COMMUNITY PLAN**

PRESENT:

Council:	Mayor Ruttan (Chair) Councillor Alemany Councillor McLeman Councillor Minions Councillor Paulson Councillor Sauvé Councillor Washington
City Staff:	Tim Pley, Chief Executive Officer Davina Hartwell, City Clerk Scott Smith, City Planner

Members of the Public: 5

The Chair explained the Public Hearing procedures for the meeting.

Part A - Applicant: C. Evans and C. Evans-Pauli, 2720 Burde Street

A1. Description of the Application

The City Clerk provided a summary of the application:

C. Evans and C. Evans-Pauli are applying to amend the Official Community Plan and the Zoning Bylaw to facilitate the subdivision of property at 2720 Burde Street and 3551 Bulwer Avenue into three (3) residential parcels.

The proposed Bylaws are:

- "Official Community Plan Amendment No. 22 (2720 Burde Street - Evans), Bylaw No. 4923"
- "Zoning Amendment No. 17 (2720 Burde Street - Evans), Bylaw No. 4924"

A2. Background Information from the City Planner

The City Planner provided background information regarding the proposed amendment by way of summarizing his report of November 18, 2016, attached hereto and forming part of this report.

A3. Correspondence

None

A4. Late Correspondence Regarding the Matter

None

A5. Input from the Public regarding the Bylaw

Sarah Toms, 3531 32nd Avenue asked whether the intent was for single family homes rather than multi-family. She also asked whether there was any intent to bring additional services such as gas and sewer to the development.

The City Planner responded that the proposed development would only permit single family homes and that it is not proposed to bring additional services such as sanitary sewer to the area at this time. He advised that it would be up to Fortis to determine the feasibility of bringing gas to the area.

Neil Talbot, 3531 32nd Avenue asked whether there was any plan to clear and make Bulwer Avenue into an actual road. The City Planner advised that Bulwer Avenue is a dedicated road but confirmed there is no current proposal to construct Bulwer Avenue or to remove trees.

A6. Questions from Council:

In response to questions from Council, the City Planner advised that sanitary sewer service only extends to the first phase of the Uplands subdivision along Burde Street.

Part B - Applicant: J. and P. Lindsay, 4080 McBride Street (property located at 5604 Strathcona Street)

B1. Description of the Application

The City Clerk provided a summary of the application:

J. and P. Lindsay are applying to amend the Zoning Bylaw to facilitate a subdivision of property into four (4) residential parcels all of which will have frontage on McBride Street.

The proposed Bylaw is "Zoning Amendment No. 18 (4080 McBride Street - Lindsay), Bylaw No. 4925".

B2. Background Information from the City Planner

The City Planner provided background information regarding the proposed amendment by way of summarizing his report of November 21, 2016, attached hereto and forming part of this report.

B3. Correspondence

None

B4. Late Correspondence

None

B5. Input from the Public regarding the Bylaw

None

B6. Questions from Council:

In response to questions from Council the City Planner confirmed that services are readily available for all four lots and that the area designated as P2 will come to the City and be left in its natural state.

7. Calling for any Further Input:

The Chair asked for any further input from the public. There was none.

The Chair called a second time for input. There was none.

The Chair asked for input for a third and final time. There was none.

8. Closing Remarks by the Chair:

The Chair made closing remarks on the matters of the public hearing.

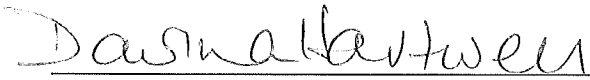
It was moved and seconded:

That the Public Hearing terminate at 6:19 pm.

CARRIED

Pursuant to Sections 464, 465 and 466 of the *Local Government Act*, I hereby certify the foregoing to be a fair and accurate summary of the representations made at the Public Hearing held November 28, 2016 regarding:

- "Official Community Plan Amendment No. 22 (2270 Burde Street - Evans), Bylaw No. 4923"
- "Zoning Amendment No. 17 (2720 Burde Street - Evans), Bylaw No. 4924"
- "Zoning Amendment No. 18 (4080 McBride Street - Lindsay), Bylaw No. 4925".



Davina Hartwell
City Clerk

J:\Clerks\PublicHearing\2016\BurdeSt_Evans_McBrideSt_Lindsay\Report_jmac.doc

LEASE

THIS LEASE dated for reference this 10th day of November, 2016 is

BETWEEN:

CITY OF PORT ALBERNI, a municipal corporation incorporated under the Local Government Act (British Columbia) and having an address of 4850 Argyle Street, Port Alberni, B.C., V9Y 1V8

("Landlord")

AND:

Hupacasath First Nation
Box 211, Port Alberni, B.C. V9Y 7M7

("Tenant")

GIVEN THAT:

- A. The Landlord is the registered owner in fee simple of that parcel of land located in the City of Port Alberni, British Columbia, outlined in heavy black border on Schedule A attached hereto,
(Hereinafter called the "Land").
- B. The Tenant is the Hupacasath First Nation of 5500 Ahahswinis Drive, Port Alberni, British Columbia, V9Y7M7 a First Nation Government under the designation of the Federal Government of Canada, Band Number 0664 and wishes to lease the Land and the Landlord wishes to grant a lease of the Land to the Tenant on the terms and conditions set out in this agreement;
- C. The Landlord is authorized by section 8 of the *Community Charter*, R.S.B.C. 2003, c. 26, to lease land or improvements at less than market value for the purpose of benefiting the community or any aspect of the community;
- D. In accordance with section 94 of the *Community Charter*, the Landlord has published notice of its intention to dispose of the Land in a newspaper;

THIS AGREEMENT is evidence that in consideration of the preceding recitals, the mutual promises contained in this Agreement and the payment of ONE DOLLAR (\$1.00) by the Tenant to the Landlord (the receipt and sufficiency of which the Landlord acknowledges), the parties agree as follows:

Lease of Land

1. The Landlord leases the Land to the Tenant for the Term, on the terms and conditions of this Lease and for the purposes set out in this Lease.

Term

2. The term of this Lease is for a period of five (5) years, beginning on January 1, 2017 and terminating on December 31, 2021, subject to earlier termination pursuant to the terms of this Lease ("Term").

Renewal

3. If the Tenant duly and punctually observes and performs all of the covenants, agreements, conditions, provisos and terms of this Lease on the Tenant's part to be observed and performed, the Tenant may, by delivering written notice to the Landlord no later than two months prior to the expiration of the Term, renew this Lease for a further five (5) year term.

Rent

4. The Tenant must pay the Landlord rent of \$1.00 for the Term, payable on the first day of the Term, the receipt of which the Landlord acknowledges, and must pay all such other monies required to be paid to the Landlord and when required to be paid, all of which monies are collectively referred to as Rent.

Tenant's Covenants

5. The Tenant covenants and agrees with the Landlord as follows:
 - (a) to replace the whaler exhibit display building with an agreed permanent display facility;
 - (b) to promptly pay Rent when due;
 - (c) to make or erect in, on or to the Land only such buildings, structures, improvements, extensions, installations, alterations or additions, the plans of which have been first approved in writing by the Landlord, and shall not alter the existing state and configuration of the Land in any way, without obtaining the Landlord's prior written consent, (which consent will not be unreasonably withheld), and in obtaining such consent to provide the Landlord with all plans and specifications relating to any such alterations, as requested by the Landlord;
 - (d) not to cause, maintain or permit any thing that may be or become a nuisance or annoyance on the Land to the owners or occupiers of adjacent or to the public, including, without limitation, the accumulation of rubbish or unused personal property of any kind;

- (e) not to commit or permit waste on or to the Land;
- (f) to pay all costs and expenses of any kind whatsoever associated with and payable in respect of the Land and improvements and the use and occupancy of the land and improvements, including without limitation, all taxes, levies, charges and assessments, permit, license and other fees, repair and maintenance costs, administration, telephone, electrical, gas, water, sewage disposal, cable TV and all other utility charges and payments for work and materials;
- (g) to pay to the Landlord all goods and services taxes which may be payable in respect of this Lease;
- (h) to repair and maintain the Land, boardwalk structure and all improvements on the Land in a safe, clean and sanitary condition and to take all reasonable precautions to ensure the safety of all persons using the Land and boardwalk;
- (i) to carry on and conduct its activities in, on and from the Land in compliance with any and all statutes, enactments, bylaws, regulations and orders from time to time in force and to obtain the required approvals and permits thereunder and not to do or omit to do anything upon or from the Land in contravention thereof;
- (j) not to erect, place, affix and display any commercial signs, or advertising on the Land without the prior written consent of the Landlord; and
- (k) to promptly discharge any builders' lien which may be filed against the title to the Land relating to any improvements, work or construction which it undertakes on the Land and to comply at all times with the Builders Lien Act (British Columbia) in respect of any improvements, work or construction undertaken on the Land.

Net Lease

6. Without limiting any other provisions in this Lease, the Tenant agrees that this Lease is absolutely net to the Landlord and the Tenant must promptly pay when due on its own account and without any variation, set-off, or deduction all amounts, charges, costs, duties, expenses, fees, levies, liens, rates, sums and taxes and increases in any way relating to the Land, improvements therein or to its use and occupation of the Land and improvements. In addition, the Landlord shall have no obligation to repair or maintain any building or other improvement on the Land, all of which shall be the sole responsibility of the Tenant.

Repair and Maintenance

7. The Tenant must, at its own cost and its sole obligation, keep the Land and boardwalk, including all improvements located from time to time thereon, in good repair consistent with standards of repair generally accepted in British Columbia with respect to comparable premises. The Tenant is responsible for and must do all maintenance and repairs with respect to the Land, boardwalk and improvements, including all utilities, services and snow removal necessary for the use, occupation and operation of the Land, boardwalk and improvements and upon written notice from the Landlord, the Tenant must make such repairs as are required by the Landlord in the notice. At the end of the Term, the Tenant must surrender the Land and boardwalk to the Landlord in good repair, excepting reasonable wear and tear.

Major Repairs

8. Without limiting the effect of Section 7, the Tenant is solely responsible for all repairs, including structural repair and replacement of all buildings, boardwalk, structures and other improvements on the Land, which include the repair, replacement and maintenance of roofing, major plumbing installations and major electrical installations, including interior and exterior maintenance, such as painting, carpets, cabinets, utilities, roofing, gutters, fencing, heating, lighting, ventilation, mechanical systems, sidewalks, parking lots and exterior landscaping.

Tenant's Representations and Warranties

10. The Tenant represents and warrants that it is a First Nation Government as recognized by the Government of Canada in good standing and that it has the power and capacity to enter into and carry out the obligations under this Lease and that all necessary resolutions and other preconditions to the validity of this Lease have been completed by the Tenant.

Acknowledgment and Agreements of the Tenant

11. The Tenant acknowledges and agrees that:
 - (a) the Landlord has given no representations or warranties with respect to the Land, including, without limitation, with respect to the suitability of the Land for the Tenant's intended use for, or development of, the Land;
 - (b) the Tenant leases the Land on an as is basis and the Landlord has not made any representations, warranties or agreements as to the environmental condition of the Land or its geology, soils or stability; and

- (c) it is the sole responsibility of the Tenant to satisfy itself with respect to the environmental conditions on and of the Land and the suitability of the Land for the intended purposes, including, without limitation, by conducting any reports, tests, investigations, studies, audits and other inquiries as the Tenant, in its sole discretion, considers necessary in order to satisfy itself as to the environmental condition of the Land.
- (d) the Tenant understands and agrees that easements and statutory rights of way on and over the Land may be required by the Landlord and others, and the Tenant consents and agrees that the Landlord may grant such easements and statutory rights of way to itself and others for water, sewer, drainage and other municipal purposes provided that the Landlord takes reasonable steps to minimize interference with the Tenant's operations. The Tenant agrees to subordinate the Lease and its rights hereunder to such easements and statutory rights of way.

Damage and Destruction

12. If any improvements on or to the Land are destroyed or damaged by any cause so that the Land, in the sole opinion of the Landlord, is no longer reasonably fit for use by the Tenant for the purposes set out in this Lease, then the Landlord shall provide notice thereof to the Tenant. If the Tenant does not commence to repair or rebuild within three months of such notice, and complete the repair or rebuild within one year, then the Landlord may, exercising its sole discretion, terminate this Lease at the expiration of the said year. The time lines set out in this Section may be adjusted by the mutual consent of the Landlord and Tenant, which consent will not be unreasonably withheld.

Insurance

13. The Tenant must, at its sole expense, obtain and maintain during the Term:
- (a) comprehensive general liability insurance providing coverage for death, bodily injury, property loss and damage, and all other losses, arising out of or in connection with the use and occupation of the Land and the exercise of all its rights under this Lease, in an amount of not less than five million dollars (\$5,000,000.00) per occurrence; and
 - (b) all risk insurance, for replacement cost, on all improvements on or to the Land, and all of the Tenant's fixtures and personal property on the Land, in such an amount as would a prudent tenant.
14. The comprehensive general liability insurance required to be taken out by the Tenant must be with a company satisfactory to the Landlord and must:
- (a) name the Landlord as an additional named insured;

- (b) include that the Landlord is protected notwithstanding any act, neglect or misrepresentation by the Tenant which might otherwise result in the avoidance of a claim and that such policies are not affected or invalidated by any act, omission or negligence of any third party which is not within the knowledge or control of the insureds;
 - (c) be issued by an insurance company entitled to carry on the business of insurance under the laws of British Columbia;
 - (d) be primary and non-contributing with respect to any policies carried by the Landlord and that any coverage carried by the Landlord is in excess coverage;
 - (e) not be cancelled without the insurer providing the Landlord with thirty (30) clear days written notice stating when such cancellation is to be effective;
 - (f) be maintained for a period of twelve (12) months per occurrence;
 - (g) not include a deductible greater than \$5,000.00 per occurrence;
 - (h) include a cross liability clause; and
 - (i) be on other terms acceptable to the Landlord, acting reasonably.
15. Tenant must obtain all required insurance at its sole expense and must provide the Landlord with certificates of insurance confirming the placement and maintenance of the insurance, promptly after any request to do so by the Landlord.
16. If the Tenant fails to insure as set out in Sections 13, 14 and 15 above, the Landlord may forthwith terminate the Lease.

Quiet Possession

17. Subject to Section 11 (d), the Landlord covenants and agrees with the Tenant to permit the Tenant, so long as the Tenant is not in default of the Tenant's obligations under this Lease, to peaceably possess and enjoy the Land for the Term, without interference or disturbance from the Landlord or those claiming by, from or under the Landlord except for the Landlord's rights of inspection under section 30 of this Lease.

Environmental Matters

18. In this Lease:

- (a) "Contaminants" means any explosives, radioactive materials, asbestos materials, urea formaldehyde, chlorobiphenyles, hydrocarbon contaminants, underground tanks, pollutants, contaminants, hazardous, corrosive substances, toxic substances, special waste, waste of any kind, or any other substance the storage, manufacture, disposal, treatment, generation, use, transport, remediation or release into the environment of which is prohibited, controlled, regulated or licensed under Environmental Laws; and
- (b) "Environmental Laws" means any and all statutes, laws, regulations, orders, bylaws, permits and other lawful requirements of any federal, provincial, municipal or other governmental authority having jurisdiction over the Land now or hereafter in force with respect in any way to the environment or health, or occupational health and safety, including all applicable guidelines and standards with respect to the foregoing as adopted by any of those governmental authorities from time to time.

19. The Tenant must not at any time during the Term

- (a) use, exercise, or carry on or permit or suffer to be used, exercised or carried on, in or upon the Land, or any part, any dangerous, noxious, noisome, odorous or offensive activity, or keep, use, handle or dispose of any goods or things which are objectionable, or by which any of the Land, or any part, may be damaged or injuriously affected, or
- (b) use or permit to be used the Land or any part thereof for the storage, manufacture, disposal, treatment, generation, use, transport, remediation, release into the environment of, or any other dealing with, any Contaminants, and without limiting the generality of the foregoing, the Tenant must take all reasonable measures to ensure that any effluent or other substance discharged, spilled, emitted, released or permitted to escape, seep or leak into any ditches, culverts, drains or sewers on or adjacent to the Land does not contain any Contaminants or any other substances harmful to any sewage disposal works or to the bacteriological process of sewage purification.

20. The Tenant must promptly and strictly comply with and conform to the requirements of all Environmental Laws at any time or from time to time in force, together with any requirement of insurers, regarding the proper and lawful storage, manufacture, disposal, treatment, generation, use, transport, remediation, release into the environment of, or other dealing with, Contaminants on, in under or from the Land.

21. The Tenant must, at the Landlord's request from time to time, provide the Landlord with a certificate of the elected Chief of the Tenant certifying that the Tenant is in compliance with all Environmental Laws and that no adverse environmental occurrences have taken place at the Land.
22. The Tenant must provide the Landlord promptly on request with such written authorizations as the Landlord may require from time to time to make inquiries at any governmental authority regarding the Tenant's compliance with environmental Laws.
23. The Tenant must promptly notify the Landlord in writing of:
 - (a) the existence of any Contaminants in, on or under the Land or any part thereof;
 - (b) the existence of any Contaminants, or any occurrence or condition, on the Land or any real property adjoining or in the vicinity of the Land, which could subject the Tenant, the Landlord or the Land to any fines, penalties, orders or proceedings under Environmental Laws;
 - (c) any enforcement, order, investigation, litigation or other governmental, regulatory, judicial or administrative action instituted, contemplated or threatened against the Tenant or the Land pursuant to Environmental Laws; and
 - (d) all claims, actions, orders or investigations, made or threatened by any third party against the Tenant or the Land relating to damage, contribution, cost recovery, compensation, loss or injuries resulting from any Contaminants brought onto or created on the Land by the Tenant or its employees, agents, contractors, subtenants, licensees or invitees or arising from the use or occupation of the Land hereunder or the exercise of the Tenant's rights hereunder, or any breach of any Environmental Laws arising from any of the foregoing.
24. The Tenant must, promptly at its own cost and at the Landlord's request from time to time, remove any and all Contaminants from the Land and remediate any contamination of the Land or any other lands, resulting from the Contaminants brought onto or created on the Land by the Tenant or its employees, agents, contractors, sublessees, tenants, licensees, invitees, tenants, caretakers or volunteers or arising from the use or occupation of the Land under this Lease or the exercise of the Tenants' rights under this Lease, all in accordance with Environmental Laws. On termination of this Lease, the Tenant must leave the Land free from any and all Contaminants brought onto or created on the Land by the Tenant or its employees, agents, contractors, sublessees, tenants, licensees, invitees, tenants, caretakers or volunteers or resulting from the use or occupation of the Land hereunder or the exercise of the Tenant's rights hereunder.

25. If the Tenant brings or creates upon the Land any Contaminants then, notwithstanding any rule of law to the contrary, such Contaminants are and remain the sole and exclusive property of the Tenant and do not become the property of the Landlord, notwithstanding the degree of affixation of the Contaminants or the goods containing the Contaminants to the Land and notwithstanding the expiry or earlier termination of this Lease. This section supersedes any other provision of this Lease to the contrary.
26. Notwithstanding sections 19 through 25 and section 29 of this Lease, the Landlord must indemnify and save harmless the Tenant and its directors, officers, employees, agents, caretakers and volunteers from any and all liabilities, actions, damages, claims, losses, costs and expenses (including without limitation, the full amount of all legal fees, costs, charges and expenses and the costs of removal, treatment, storage and disposal of Contaminants and remediation of the Land) which may be paid by, incurred by or asserted against the Tenant or its directors, officers, employees, agents, caretakers or volunteers for, with respect to or as a direct or indirect result of the presence of Contaminants on the Land on or before the reference date of this Lease.

Indemnity

27. The Tenant must indemnify and save harmless the Landlord and its elected and appointed officials, officers, employees, agents, successors and assigns, from any and all liabilities, actions, damages, claims, losses, costs and expenses whatsoever (including without limitation, the full amount of all legal fees, costs, charges and expenses whatsoever) in any way directly or indirectly, arising from the occupation, use development, improvement, activities or actions of the Tenant on or carried out on the Land or anything done or not done or maintained by the Tenant.
28. Without limiting the generality of section 27, the Tenant must indemnify and save harmless the Landlord and its elected and appointed officials, officers, employees, agents, successors and assigns, from any and all liabilities, actions, damages, claims, losses, costs and expenses whatsoever (including without limitation, the full amount of all legal fees, cost, charges and expenses and the costs of removal, treatment, storage and disposal of Contaminants and remediation of the Land) which may be paid by, incurred by or asserted against the Landlord or its elected and appointed officials, officers, employees, agents, successors and assigns for, with respect to or as a direct or indirect result of the presence of any Contaminants on, in or under or the escape, seepage, leakage, spillage, discharge, emission or other release of any Contaminants from any part of the Land to the extent caused by any act or omission of the Tenant or its directors, officers, employees, agents, contractors, invitees, licenses, tenants, caretakers or volunteers.

Survival of Indemnities

29. The obligations of the Tenant under sections 27 and 28, and of the Landlord under Section 26, survive the expiry or earlier termination of this Lease.

Permission to Enter

30. The Landlord or its authorized representative may enter upon the Land at all reasonable times for the purposes of inspection of the Land and any improvements on or to the Land and for the purpose of performing its obligations or exercising its rights under this Lease.

Improvements at Termination

31. At the expiration of the Term or earlier termination of this Lease whether by surrender or termination by the Landlord in default, all improvements on or to the Land, whether placed by the Tenant or not, become the permanent property of the Landlord, except that the Tenant, at its expense, must promptly remove such improvements from the Land as the Landlord directs.
32. If the Tenant fails to leave the Land in a condition required by this Lease, the Landlord may undertake all work necessary to do so on behalf of the Tenant and the Tenant must, on demand, compensate the Landlord for all costs reasonably incurred by the Landlord.

Remedies Cumulative

33. No reference to or exercise of any specific right or remedy by the Landlord prejudices or precludes the Landlord from any other remedy, whether allowed at law or in equity or expressly provided for in this Lease. No such remedy is exclusive or dependent upon any other such remedy, but the Landlord may from time to time exercise any one or more of such remedies independently or in combination. Without limiting the generality of the foregoing, the Landlord is entitled to commence and maintain an action against the Tenant to collect any Rent not paid when due, without exercising the option to terminate this Lease.

No Assignment or Sublease

34. The Tenant must not assign the Tenant's interest in this Lease or sublet the Land in whole or in part, nor charge, mortgage or encumber or purport to charge, mortgage or encumber the Tenant's interest in the Land or this Lease without the prior written consent of the Landlord, which consent may be withheld at the absolute discretion of the Landlord.

Termination Due to Default

35. Without limiting the right of the Landlord under Section 36, if and whenever
- (a) the Term or any of the goods or chattels on the Land are at any time seized or taken in execution or attachment by any creditor of the Tenant or under bill of sale or chattel mortgage;
 - (b) a writ of execution issues against the goods and chattels of the Tenant;
 - (c) the Tenant makes any assignment for the benefit of creditors or becomes insolvent or bankrupt;
 - (d) proceedings are begun to wind up the Tenant;
 - (e) the Tenant is in default in the payment of the Rent or any other sum payable under this Lease and the default continues for thirty (30) days after written notice by the Landlord to the Tenant;
 - (f) any improvements on or to the Land are destroyed or damaged by any cause so that in the opinion of the Landlord the Land is no longer reasonably fit for use by the Tenant for the purposes set out in this Lease for any period of time in excess of 10 days;
 - (g) the Tenant does not fully observe, perform and keep each and every term, covenant, agreement, stipulation, obligation, condition and provision of this Lease to be observed, performed and kept by the Tenant, and persists in such default for thirty (30) days after written notice by the Landlord;
 - (h) the Tenant vacates or abandons the Land or uses or permits or suffers the use of the Land for any purpose other than the purposes permitted by this Lease, and such default persists for five (5) days after written notice by the Landlord, then the Landlord may, at its option, terminate this Lease and the Term then becomes immediately forfeited and void and the Tenant must immediately cease all use and occupation of the Land and must vacate and deliver up possession of the Land and the Landlord may without notice or any form of legal process and without any adherence to public law duties or procedural fairness or the principles of natural justice, forthwith re-enter the Land and repossess and enjoy the same.

Termination at Discretion of Landlord

36. The Landlord may, even when the Tenant is not in default, exercising its sole unfettered discretion, terminate this Lease without cause for any reason upon written notice to the Tenant effective twelve (12) months after such notice is given.

37. If the Landlord terminates this Lease pursuant to section 36, the Landlord must pay to the Tenant compensation for improvements on or to the Land, made by the Tenant, in an amount equal to the fair market value of the improvements, as calculated by an appraiser accredited with the Appraisal Institute of Canada and selected by the mutual agreement of the Landlord and Tenant. In the event that the parties cannot mutually agree on the appointment of an appraiser, the appraiser shall be appointed by the then President of the Appraisal Institute of Canada. The appraisal shall be conducted in accordance with the following procedure:
- (a) the appraiser must determine the reproduction cost of the improvements on the date termination becomes effective ("Reproduction Costs");
 - (b) the appraiser must determine the amount of accrued depreciation of the improvements from all causes, including without limitation, the age, condition, market appeal and remaining economic life of the improvements ("Depreciation");
 - (c) the market value of the improvements shall be the amount calculated by deducting the Depreciation from the Reproduction Costs, provided that the Landlord may set-off from any such payment any amounts owing by the Tenant to the Landlord under this Lease and any amounts to satisfy any claims against the Tenant which are enforceable against the Landlord, including, without limitation, any taxes, costs, expenses and liens under sections 5 (h), (i) and (m).
 - (d) If the Landlord chooses to terminate this Lease pursuant to this Section, the Landlord may not carry on the business of the Tenant. In particular, the Landlord may not use the name of the business, any cultural and intellectual property, any First Nations themes or works of art without the permission of the Tenant. The Tenant may remove any First Nations art, markings, improvements, themes and welcoming figures, from the structures and lands as needed. The Landlord is not entitled to take over any of the goodwill, products, concepts and business of the Tenant.

Notwithstanding Section 31 of this Lease, the only exception to this provision will be the ongoing display of the welcoming figures at the base of Johnston Street which shall remain for as long as the parties may mutually agree. Should either party require the removal of the welcoming figures after termination of the Lease, the Tenant may do so upon giving 30 days written notice to the Landlord and shall do so upon receiving 30 days written notice from the Landlord.

Holding Over

38. If the Tenant continues to occupy the Land with the written consent of the Landlord after the expiration of the Term or earlier termination of this Lease, or if the Landlord accepts rent after expiry or earlier termination of this Lease, then, without any further written agreement, the Tenant shall be a monthly lessee paying monthly rent in an amount determined by the Landlord and subject always to the other provisions in this Lease insofar as the same are applicable to a month to month tenancy and a tenancy from year to year shall not be created by implication of law, and nothing shall preclude the Landlord from taking action for recovery of possession of the Land.

Distress

39. If and whenever the Tenant is in default of the payment of any money, whether expressly reserved by this Lease or deemed as Rent, the Landlord may without notice or any form of legal process whatsoever, enter upon the Land and seize, remove and sell the Tenant's goods, chattels and equipment and seize, remove, and sell any goods, chattels and equipment at any place to which the Tenant or any other person may have removed them in the same manner as if they had remained and been distrained upon the Land, notwithstanding any rule of law or equity to the contrary, and the Tenant hereby waives and renounces the benefit of any present or future statute or law limiting or eliminating the Landlord's right of distress.

No Joint Venture

40. Nothing contained in this Lease creates the relationship of principal and agent or of partnership or joint venture between the parties or gives the Tenant any power or authority to bind the Landlord in any way.

Interpretation

41. Reference in this Lease to:
- (a) the singular includes a reference to the plural, feminine, or body corporate or politic where the context requires, and a reference to the plural includes a reference to the singular, unless the context requires otherwise;
 - (b) a particular numbered article or section, or lettered appendix is a reference to the correspondingly numbered article or section, or lettered appendix, of this Lease;
 - (c) an "enactment" is a reference to an enactment as that term is defined in the Interpretation Act on the reference date of this Lease;

- (d) any enactment is a reference to that enactment as amended, revised, consolidated or replaced; and
- (e) a party is a reference to a party to this Lease.

Notices

42. Where any notice, request, direction or other communication must be given or made by a party under the Lease, it must be in writing and is effective if delivered in person, sent by registered mail addressed to the party for whom it is intended at the address set forth above in the Lease or sent by facsimile to the Landlord at facsimile number (250) 723-1003 or to the Tenant at facsimile number (250) 724-1232, as the case may be, provided that any notice to the Landlord must be to the attention of the City Clerk. Any notice, request, direction or other communication is deemed to have been given if delivered in person, when delivered; by registered mail, when the postal receipt is acknowledged by the other party; and, by facsimile, when transmitted. The address or facsimile number of a party may be changed by notice in the manner set out in this section.

No Effect on Laws or Powers

43. Nothing contained or implied herein prejudices or affects the Landlord's rights and powers in the exercise of its functions pursuant to the Local Government Act or its rights and powers under any enactment to the extent the same are applicable to the Land, all of which may be fully and effectively exercised in relation to the Land as if this Lease had not been fully executed and delivered.

Severance

44. If any portion of this Lease is held invalid by a court of competent jurisdiction, the invalid portion shall be severed and the decision that it is invalid must not affect the validity of the remainder of the Lease.

No Public Law Duty

45. Whenever in this Lease the Landlord is required or entitled at its discretion to consider granting any consent or approval, or is entitled to exercise any option to determine any matter, or to take any action or remedy including, without limiting the generality of the foregoing, the termination of this Lease and the re-entering of the Land, the Landlord may do so in accordance with the contractual provisions of this Lease and no public law duty of procedural fairness or principle of natural justice shall have any application.

Binding on Successors

46. This Lease enures to the benefit of and is binding upon the parties and their respective successors and assigns, notwithstanding any rule of law or equity to the contrary.

Laws of British Columbia

47. This Lease must be construed according to the laws of the Province of British Columbia.

Whole Agreement

48. The provisions in this Lease constitute the whole of the agreement between the parties and supersede all previous communications, representations, warranties, covenants and agreements, whether verbal or written, between the parties with respect to the subject matter of the Lease.

Waiver or Non-action

49. Waiver by the Landlord of any breach of any term, covenant or condition of this Lease by the Tenant must not be deemed to be a waiver of any subsequent default by the Tenant. Failure by the Landlord to take any action in respect of any breach of any term, covenant or condition of this Lease by the Tenant must not be deemed to be a waiver of such term, covenant or condition.

Reference

50. Every reference to a party is deemed to include the heirs, executors, administrators, successors, assigns, servants, employees, agents, contractors, officers, licensees and invitees of such party wherever the context so requires or allows.

Arbitration

51. It is agreed that should any dispute arise over the interpretation of any of the covenants, agreements or stipulations herein contained, or over any matter or thing connected with this lease or any of its provisions, the same shall be referred to arbitration pursuant to the provisions of the Commercial Arbitration Act, Chapter 55 RSBC 1996 and any amendments thereto.

Time of the Essence

52. Time is of the essence of this Lease.

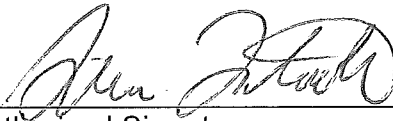
Execution

53. As evidence to their agreement to the above terms, the Landlord and the Tenant each have executed and delivered this Agreement under seal.

The Corporate Seal of the City of Port Alberni was hereunto affixed in the presence of:

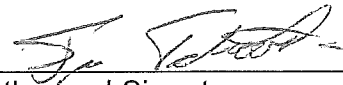
Signed on behalf of the Hupacasath First Nation:

Mayor



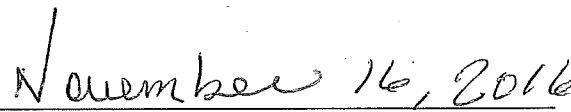
Authorized Signatory

Clerk

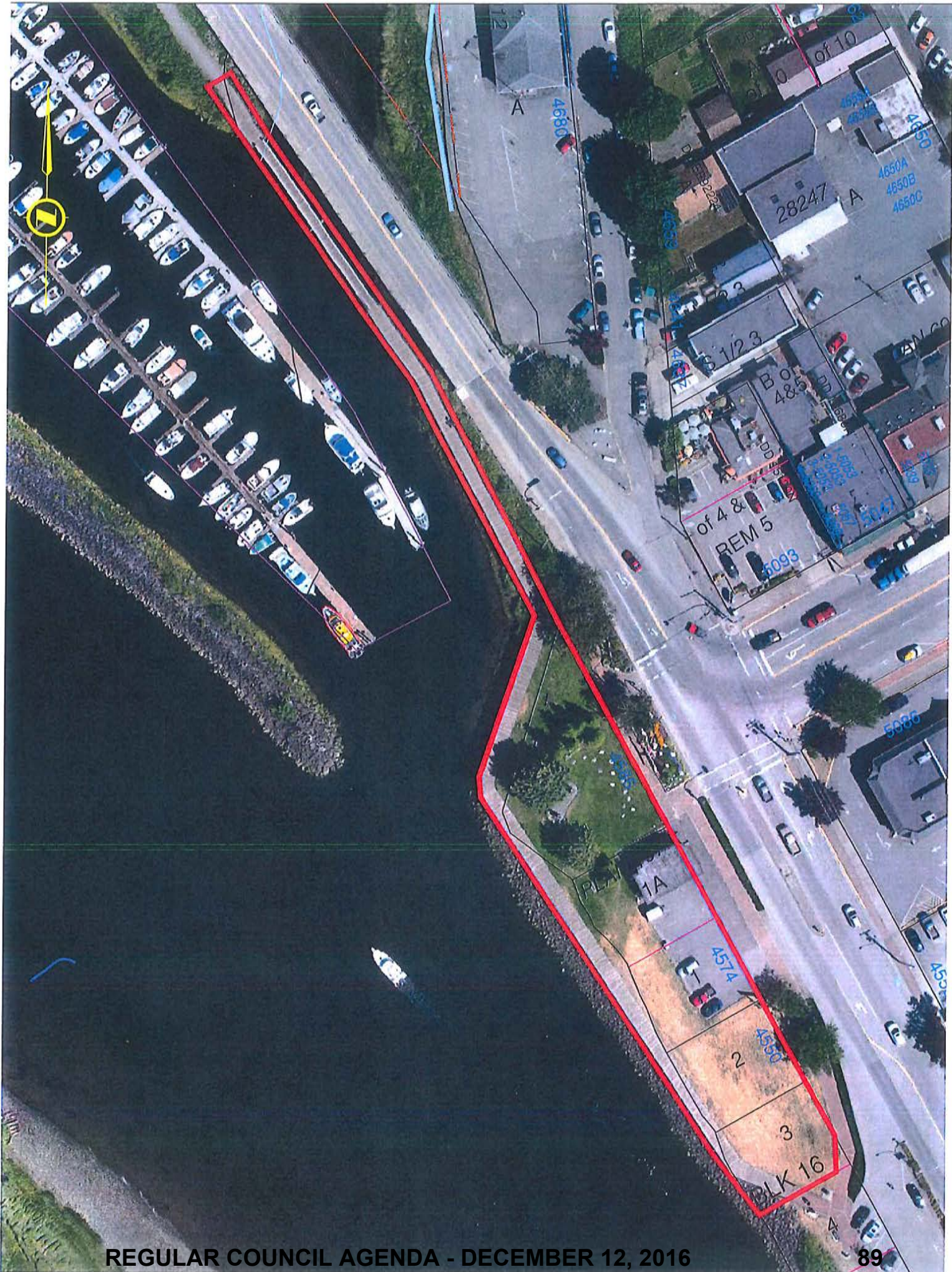


Authorized Signatory

Date



Date





CITY of PORT ALBERNI



Alberni-Clayoquot
Regional District

REPORT

TO: Council for the City of Port Alberni and Alberni Clayoquot Regional District
Board of Directors

FROM: Russell Dyson, Chief Administrative Officer
Tim Pley, Chief Administrative Officer

COPIES TO: Wendy Thomson, Manager of Administrative Services
Davina Hartwell, City Clerk

ATTACHED: Minutes from April 27 2016 Workshop *ACRD Shared Services*
Minutes from September 8 2016 Workshop *ACRD Shared Services*

DATE: December 2, 2016

SUBJECT: Shared Services

Issue:

The Council for the City of Port Alberni (CPA) have requested the Alberni Clayoquot Regional District (ACRD) Board of Directors investigate with the City the potential for further shared service arrangements between their local governments.

Background:

Service sharing is a common approach used by local governments to address inter-municipal challenges and opportunities. Shared service arrangements can create opportunities to provide improved services, reduce costs through economies of scale, and enable local governments to address regional challenges and opportunities through shared decision making. That being said, shared service delivery is clearly not the right answer for every service. Whether the interest is service expansion, cost savings, efficiency, or quality, service sharing arrangements require thorough investigation and evaluation, good management and thoughtful implementation to be successful.

Like all regional district governments in BC, the ACRD is involved in shared service delivery with its partner members in many various ways. Service delivery coordination specifically between the ACRD and the City of Port Alberni currently occurs in an effective manner in a number of service areas including;

- Water (City provides water to Beaver Creek Electoral Area users) (current exploration of further joint water service partnering)
- Fire Protection (City, Sproat Lake EA and Beaver Creek EA jointly respond using an Automatic Mutual Aid service agreement) (Cherry Creek Improvement District also participates under a Mutual Aid service agreement)

- Fire Coordination (Sproat Lake and Beaver Creek EAs, the City and Bamfield jointly fund a Fire Coordination function provided by the ACRD)
- Emergency Planning (the City has eliminated duplication of service by deferring to the ACRD for Emergency Planning services in coordination with other Alberni Valley EAs). In turn the positions of an Emergency Operation Centre are filled by the staff of both organizations.
- The ACRD funds a portion of the costs of Economic Development (approx.. \$30,000 annually)
- Recreation (Sproat Lake, Beaver Creek and Cherry Creek EAs participate in funding of City-provided recreation services)
- Sports Multiplex (All electoral areas within the Alberni Valley and the City participated in the jointly funded building of the City's Sports Multiplex)
- Building inspection services bilateral coverage
- Various informal initiatives including air photo projects and equipment sharing such as the laminator
- Shared staff training including Occupational Health & Safety and Emergency Training

Early in 2016 the City of Port Alberni expressed an interest in discussing with the ACRD the potential for a joint strategic approach to delivery of specific services within the Alberni Valley. Subsequent to that expression of interest, the ACRD hosted a facilitated session (*ACRD Shared Services*) on April 27, 2016 to which all elected officials and CAOs from local governments who are a part of the ACRD were invited. The stated workshop purpose was;

"The overarching goal of the Shared Services Workshop was to provide an opportunity for ACRD member EA Directors, municipalities and First Nations to explore and discuss the purpose and potential for shared services within the region, including the regional district as a means for cooperation."

At the *ACRD Shared Services* session there was a review of the governance and structure of regional districts, as well as a discussion of potential service areas within which there might be potential for a coordinated approach to service delivery. A list of service areas considered suitable for further investigation was brainstormed. The summary is provided as an appendix to this report.

On September 8, 2016 a second shared services workshop was conducted. Invitees to that workshop included all exempt staff from the ACRD and the City of Port Alberni. Building on the April 27th workshop, attendees at the September 8th session used a case study approach to provide an opportunity to apply and discuss a process of analysis, not to determine an outcome. From that process the group identified criteria that might be used to evaluate service delivery options.

Strategic Plan Implications:

The City of Port Alberni's interest in investigating service sharing arrangements is inspired by the City's Corporate Strategic Plan, specifically:

- Objective 1.2 - Ensure efficient utilization of tax dollars
- Objective 4.4 – Facility development and improvements
- Objective 5.1 – Collaborative relationships with other levels of government

Shared service delivery is not a specific objective of the ACRD, but consideration is given to all possible options when resourcing any new service, this includes consideration of sharing resources, contracting out the service or staffing internally. The ACRD has been open to the

requests of other governments – as an example the ACRD is currently servicing building inspection for the west coast.

Discussion:

The potential for a coordinated and strategic approach to service delivery within the Alberni Valley, and perhaps beyond, bears further investigation. With a mutual interest in providing effective and sustainable services, studying certain existing services and the production of new ones in a joint exploratory process can assist both local governments in understanding the potential benefits and costs of expanded collaboration.

At the April 27th meeting a list of service areas deemed to have potential for further review was developed. At the September 8th meeting three of those services were explored further (Fire Protection, Water provision and the development of a new Aquatic Center).

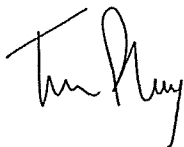
Next steps in this process include:

1. That the list of potential services (developed at the April 27th meeting) to investigate further be pared down to a short list of items for the purposes of focusing effort and resources. The ACRD Board and City of Port Alberni Council should meet to determine in which service areas further effort and resources should be concentrated.
2. That regular meetings and ongoing communication should occur at the staff level between the ACRD and CPA for the purposes of identifying emerging opportunities for inter-governmental cooperation.

Recommendation:

That a joint ACRD Board – City of Port Alberni Council meeting be held to identify specific services the ACRD and CPA wish to explore, and develop an action plan to assess and implement practical solutions in a timely manner beginning with the 2017 work plan of each organization.

That the CAOs of the ACRD and CPA meet on a regular basis to review opportunities for sharing resources at the time of hiring and/or contracts for services in consideration of the potential for shared efficiencies and for the purpose of fostering information sharing and problem solving among like departments with an annual report to the board / council to describe realized opportunities. The CAOs may at their discretion involve other ACRD and CPA staff members where that is deemed appropriate.



Timothy Pley
City CAO



Russell Dyson
ACRD CAO



ACRD Shared Services Workshop Report

Members of the ACRD initiated a meeting of all member jurisdictions to consider the existing and potential ACRD shared services. The meeting was attended by all ACRD member jurisdictions and robust discussions were generated at the workshop. The following brief report provides an overview of the topics discussed at the workshop and includes appendices that record the flip charts recorded at the workshop and the PowerPoint slides presented. Finally, this report suggests next steps that the ACRD members could take to further explore the topic of shared services in the ACRD.

Workshop Purpose

The overarching goal of the Shared Services Workshop was to provide an opportunity for ACRD member EA Directors, municipalities and First Nations to explore and discuss the purpose and potential for shared services within the region, including the regional district as a means for cooperation.

Session Objectives:

- To raise awareness of the role and structure of regional districts in general and the ACRD specifically;
- To provide an opportunity to discuss the benefits and challenges of shared services; and
- To provide an opportunity to discuss and consider areas of potential for shared services in the ACRD.
- To explore a process through which two or more of the member jurisdictions might further pursue specific sharing of services.

Location – Date – Time

Chances Rim Rock Casino, Pacific Rim Room
Wednesday, April 20, 2016 9:30 am – 2:00 pm

Participants*

ACRD (7)

Keith Wyton, Director, Bamfield
Mike Kokura, Director, Beaufort
Tony Bennett, Director, Long Beach
Penny Cote, Director, Sproat Lake
John McNabb, Director, Beaver Creek
Lucas Banton, Director, Cherry Creek
Russell Dyson, CAO

City of Port Alberni (8)

Mayor Mike Ruttan (Director on ACRD Board)
Councillor Jack McLeman (Director on ACRD Board)
Sharie Minions, Councillor
Chris Alemany, Councillor
Dan Washington, Councillor
Ron Paulson, Councillor
Denis Sauve, Councillor
Tim Pley, Acting City Manager

District of Ucluelet (5)

Mayor Dianne St. Jacques (Director on ACRD Board)
Councillor Randy Oliwa
Councillor Mayco Noel

Huu-ay-ahat First Nation (7)

John Jack, Councillor (Director on ACRD Board)
Connie Waddell
Trevor Cootes, Councillor
Ben Clappis, Councillor
Derek Peters, Councillor
Karen Haugen, Acting Executive Director
Stephen Rayner, Director Lands, Resources and Infrastructure
Uchucklesaht Tribe Government (3)
Wilfred Cootes, Councillor (Director on ACRD Board)
Scott Coulson, CAO
Chief Councillor Charlie Cootes

District of Tofino (4)

Mayor Josie Osborne (Chair of ACRD Board)
Councillor Dorothy Baert
Councillor Duncan McMaster

Councillor Marilyn McEwen

Councillor Sally Mole

Yuufu?if?ath Government (3)

Alan McCarthy, Councillor (Director on ACRD Board)

* This is a list of RSVP's for the meeting - not all attended

Acting CAO Aaron Rodgers

Facilitator & Content Expert

Allison Habkirk: Local government educator & trainer; former mayor, RD board member; and RD committee chair; Registered Planner

Director Edwin Grieve: Electoral Area C Puntledge-Black Creek edwingrieve@shaw.ca Tel: 250-337-8558

Workshop Agenda



Alberni-Clayoquot
Regional District

ACRD Shared Services Workshop

Chances Rim Rock Casino-Pacific Rim Room

Wednesday, April 20, 2016

9:30 am – 2:00 pm

9:30 am – 9:45 am	Welcome and recognition of traditional territories Introductions – round table Opening prayer	ACRD Chair Josie Osborne
9:45 am – 10:15am	What are some of the questions you have about RD's? What concerns do you have about your role, and the relationship your jurisdiction has with the RD? Are there things about the ACRD you would like to know more? What are some of the benefits of shared services? What are some of the challenges of shared services?	Alan McCarthy Allison Habkirk Director Edwin Grieve
10:15 am – 10:45am	What are regional districts • Why were regional districts created? • What are the strengths of regional districts • What do the experts say about the regional district system (Bish) • What is the purpose of the ACRD?	
10:45 am – 11:00 am	Coffee	
11:00 am – 11:15 am	How is the ACRD Structured? • Municipalities • Electoral Areas • First Nations	
11:15 am – 11:30 am	How do we at the ACRD make decisions?	
11:30 am – 11:45 am	What services does the ACRD provide now – what is the potential of the ACRD?	
11:45 am – noon	How do we at the ACRD decide what services to provide? Mandated services/voluntary services	
Noon – 12:45 pm	Lunch	
12:45 pm – 1:00 pm	How do we create a new service?	
1:00 pm – 1:15 pm	Who pays for what?	
1:15 pm – 1:30 pm	What happens if we don't agree? • What is a service review and how does it work?	
1:15 pm – 1:50 pm	Are there areas where the ACRD member could explore new shared services? • What are they? • What kind of information and analysis is needed to make good decisions about shared services? • What might be some of the benefits of providing shared services?	

	• What might be some of the risks of not sharing services? • What might be the next step in this process?	
1:50 pm – 2:00 pm	Wrap up: • Concluding thoughts from the Chair • Concluding thoughts from ACRD members	ACRD Chair Josie Osborne

Next Steps

The workshop provided an excellent opportunity for elected officials and senior staff from ACRD member jurisdictions to discuss the role and potential of the ACRD to facilitate service delivery for their jurisdictions. It was an excellent first step in building and strengthening relationships at the ACRD table.

The workshop provided an opportunity for member jurisdictions to consider areas where they might enhance existing and build new service delivery relationships. There is potential at both the regional and sub-regional level in this regard. In particular there are natural sub-regional areas in both the Alberni Valley and on the West Coast where shared services could be further explored. The potential in both areas may lead to cost efficiencies but perhaps more importantly could lead to higher and improved levels of services to residents and businesses. It will be important that solid analysis of service delivery options, funding arrangement options, costs and benefits be researched and detailed prior to any decision making. Approaching potential service arrangements with a fully open mind will likely produce the best decision outcomes.

The workshop discussion produced a lengthy list of services that attendees thought could be explored for shared service delivery including:

- West Coast emergency planning
- Alberni Valley coordinated fire department management – share expertise, efficiencies and improves service levels
- Recreational services – replacement of the aquatic centre, improved service levels and shared costs
- ACRD-City of Port Alberni payroll services – efficiencies and reduced costs
- ACRD – City of Port Alberni shared administration
- ACRD-City of Port Alberni shared policing services
- YFN – District of Ucluelet fire services & marine transportation connection
- University on the West Coast
- Solid waste, sewer, water
- Building inspection
- Professional engineer for the West Coast communities
- Parks & trails
- Public transportation
- Advocacy & lobbying
- Economic development

Some of the noted services likely hold greater potential than others and some are likely more challenging than others. A next step would be to create a short list of a few services which are either most pressing or are most likely to succeed to explore further.

APPENDICIES

Appendix 1: ACRD Shared Services Resource materials

Bish, Robert & Filipowicz, Josef. *Governing Greater Victoria*. The Fraser Institute. 2016
<https://www.fraserinstitute.org/sites/default/files/governing-greater-victoria-role-of-elected-officials-and-shared-services.pdf>

Bish, Robert. *Regional District Review*. 1999
https://www.uvic.ca/hsd/publicadmin/assets/docs/BBish/reg_dstrc_rev.pdf

Province of BC. *A Path Forward: A resource guide to support Treaty First Nation, regional district and local government collaboration and planning*. 2012
<http://www.acrd.bc.ca/cms/wpattachments/wpID320atID1233.pdf>

Province of BC. *ACRD Orientation Manual*. 2012.
<http://www.acrd.bc.ca/cms/wpattachments/wpID320atID1233.pdf>

Province of BC. *Designing Regional Service Arrangements: An Introduction*
http://www.cscd.gov.bc.ca/lgd/intergov_relations/library/regional_service_arrangements_intro.pdf

Province of BC. *Regional Service Reviews: An Introduction*. 2007.
http://www.cscd.gov.bc.ca/lgd/intergov_relations/library/regional_service_reviews_intro.pdf

Province of BC. *Guide to Regional Service Arrangements and Service Reviews*. 2001
http://www.cscd.gov.bc.ca/lgd/intergov_relations/library/regional_service_arrangement-review_guide.pdf

Province of BC. *Reaching Agreement on Regional Service Review and Withdrawal Disputes* 2006
http://www.cscd.gov.bc.ca/lgd/intergov_relations/library/Reaching_Agreement_Services_2005.pdf

UBCM, Province of BC. *Regional District Toolkit*. 2005
<http://www.ubcm.ca/assets/library/Publications/Regional~District~Tool~Kit/Regional%20District%20Tool%20Kit-complete.pdf>

Appendix 2: Record of Workshop Flip Charts

What are some of the questions you have about RD's?

- What is our ability to withdraw from services that we belong to?
- How can the ACRD and First Nations work better together? E.g. fire protection, transportation, education
- Why do regional districts exist?
- What are the different jurisdictions and what responsibilities do each of them have?
- What was the governance structure before electoral areas were created?

What concerns do you have about your role, and the relationship your jurisdiction has with the RD?

- The regional district "mindset of voting"
- The tensions that is created by the population versus assessment weighted voting

What does success at the ACRD look like?

- Principles of sustainable development are applied in all of the ACRD work and services
- Good communication – with the public and among jurisdictions
- Maintain the current ACRD infrastructure and expand infrastructure
- "We look pretty successful now"
- Sound financial decisions
- ACRD here first – how do we get there
- Decision making in the best interest of the region and no negative impact on individual jurisdictions
- Win-win decisions
- Potential for shared RD services
- "like a family"
- Every member knows their advantage
- Reorganization of the ACRD
- The ACRD becomes a "central knowledge hub" so information and best practices can be shared
- Different service providers
- All First nations at the ACRD table

Are there areas where the ACRD member could explore new shared services?

- West Coast emergency planning
- Alberni valley coordinated fire department management – share expertise, efficiencies and improves service levels
- Recreational services – replacement of the aquatic centre, improved service levels and shared costs
- ACRD-City of Port Alberni payroll services – efficiencies and reduced costs
- ACRD – City of Port Alberni shared administration
- ACRD-City of Port Alberni shared policing services
- YFN – District of Ucluelet fire services & marine transportation connection
- University on the West Coast
- Solid waste, sewer, water
- Building inspection
- Professional engineer for the West Coasts communities
- Parks & trails
- Public transportation
- Advocacy & lobbying
- Economic development



Workshop Background

On April 20, 2016 ACRD member jurisdictions elected officials and CAO's met to discuss service delivery within the ACRD area and to explore the potential for multi-jurisdiction shared services. The meeting generated robust discussions about the role of the ACRD and service delivery within the region. Following the April workshop the City of Port Alberni initiated a meeting to bring together City of Port Alberni and the ACRD staff as a followup to the April meeting of elected officials.

Workshop Purpose

The purpose of the workshop was to provide an opportunity for staff to explore and consider various local service provision and production models in the Alberni Valley

Workshop Objectives:

The objectives of the workshop were to:

- raise awareness of the service provision and production roles of municipalities and regional districts in BC;
- discuss various service production arrangement models in BC municipalities and regional districts;
- discuss service delivery options for local services in the Alberni Valley;
- use a number of case study services to illustrate an analysis process that could be used to consider service delivery options e.g. water supply, fire and emergency services, swimming facility; and
- identify local services in the Alberni Valley that may warrant further analysis for alternative service

Participants

Participant at the workshop included: Russell Dyson, ACRD, CAO, ACRD senior staff, Tim Pley, City of Port Alberni, CAO, City of Port Alberni exempt staff, and Allison Habkirk, Facilitator.

Overview of the Workshop

The workshop began with presentations by Tim Pley regarding the background to the workshop, by Russell Dyson regarding the role and functions of the ACRD and Allison Habkirk regarding the April 2016 elected official workshop.

These were followed by a presentation on service delivery in regional districts and municipalities. The presentation PowerPoint slides are attached to this report as Appendix 2.

Those present were asked if they had questions about service delivery, municipalities & RD's they would like addressed at the meeting. The responses included the following:

- Are there efficiencies to be gained in planning, building, IT, parks & recreation through shared services?
What are the facts related to these services?
- What is the willingness of the ACRD to explore shared services?
- What services do we share now?

- Would like to have 4 or 5 service ideas at the end of the day

The case study approach was introduced and it was emphasized that the case studies were intended to provide an opportunity to apply and discuss a process of analysis not to determine an outcome.

The first case study using water supply was examined as a plenary group and is summarized below.

Case Study #1 Let's look at water supply

Service overview – description- what is it?

At present:

- the City of Port Alberni has its own water supply & distribution system;
- the Cherry Creek Improvement District has its own water supply and distribution system;
- Beaver Creek Improvement District gets water from the City of Port Alberni supply and the ACRD provides distribution; and
- Two First Nation's communities get water from the City of Port supply and the First Nations provide distribution.

The question to be considered:

Is there a more efficient and/or effective service production arrangement available to the City of Port Alberni, the Cherry Creek ID, Beaver Creek ID and the two First Nations for their water supply and distribution?

Analysis:

Is it an essential or mandatory service?

It is an essential service

What are the options for service production? e.g. single jurisdiction production, shared service through ACRD 2 partners, 3 partners more partners, contracted to private producer 1 or more partners

Option 1 Status quo- multiple supplies & multiple distribution systems

Option 2 CPA shared supply – ACRD or individual jurisdictions distribute

Option 3 ACRD Shared supply - ACRD or individual jurisdictions distribute

Option 4 ACRD Sproat Lake supply – ACRD and local distribution

Option 5 ACRD Sproat Lake supply – ACRD distribution

What are some of the criteria you might use to evaluate the options? e.g. cost, economies of scale, risk, political considerations, quality of service

- Availability of staff & expertise
- Cost of water treatment e.g. per unit costs number of treatment plants, amount of equipment, cost of distribution
- Water quality
- Potential to meet regulatory compliance
- Number of benefiting users
- Decision making capacity
- Duplication of services
- Political/public "stickiness"
- Availability of water for agriculture
- Capacity for expansion

- Resiliency of system

Let's try to evaluate each of the options using your criteria

The following matrix provides a simple approach to analysing and evaluating the options for water supply and distribution in the Alberni Valley. The discussion quickly revealed that complexity of the existing arrangements and 5 possible options for the service.

Even in this simple analysis used to demonstrate the approach one can readily see that there is considerable information and detail needed to analyse the options adequately. Some of this information may already exist in previous engineering reports and analyses however information gaps likely exist and the information would need to be assembled and delivered in a format that can be readily considered by decision makers.

A couple of other observations were made at the meeting. There are in some cases "deal breaker" evaluation criteria. An example of a "deal breaker" in the case of water supply is "potential to meet regulatory compliance." If an option cannot meet regulatory compliance it is a deal breaker and the option should be abandoned without further analysis. This may be the case for the status quo if the improvement districts are not able to meet regulatory compliance without extraordinary capital expenditure for treatment facilities.

As detailed fact based information is made available the matrix can be populated with colour coding: red for not as good as existing, yellow for about the same as existing, and green for improvement over existing. This provides a very simple visual analysis of the options which is often very helpful for decision makers to understand the complexity of the questions, the range of options and the evaluation criteria

	Cost of water treatment	Water quality	Ability to attract qualified staff	Potential to meet regulatory compliance	Governance capacity	Availability of water for agriculture	Capacity for expansion & resiliency
Status quo- multiple supplies & multiple distribution systems	Yellow	Yellow	Yellow	Red	Yellow	Yellow	Yellow
CPA shared supply – ACRD or individual jurisdictions distribute	Green	Green	Green	Green	Green	?	?
ACRD Shared supply – ACRD or individual jurisdictions distribute	Green	Green	Green	Green	Green	?	?
ACRD Sproat Lake supply – ACRD and local distribution	Green	Green	Green	Green	Green	?	?
ACRD Sproat Lake supply – ACRD distribution	Green	Green	Green	Green	Green	?	?

What additional information would you need to do a meaningful analysis?

Time limitations did not allow for discussion of the information needs but it is obvious that additional detailed information is required to populate the matrix to ensure that evidence exists to support the analysis.

Case Studies #2 Fire and Emergency Services and #3 Swimming Facility were undertaken as small group discussions in limited time but nonetheless provide good discussion and raised good questions. A couple of observations can be made about the group work. First, it is critical to clarify and describe the service is being

discussed. This was particularly true in the case of fire and emergency services. The staff groups found it necessary to distinguish what "Fire and Emergency Services" referred to specifically. Did it refer just to fire protection or did it include other emergency services as well. Second, it quickly became apparent that there are often numerous options and no obvious solutions. Again this is where using even a simple matrix of options and evaluation criteria can convey the complexity of the task.

Next Steps and Suggestions

At present local services in the Valley are arranged by individual jurisdictions and partnerships by the City of Port Alberni, the ACRD, electoral areas, improvement districts and First Nations. It is a complex set of arrangements.

The City of Port Alberni has initiated exploring options for creating partnerships to deliver services in the Valley more cost effectively. To advance the discussions the City should clearly and specifically identify the services they would like to focus on. This would help the ACRD member jurisdictions and other potential partners e.g. First Nations, to know what specifically the City's wants to examine. Presumably the list of services would be drawn from the Roger's report and would likely include a swimming facility and possibly recreation services, water supply, fire protection, information technology, administration functions, and economic development.

It may also be true that the electoral areas may see services they think can be delivered more effectively and efficiently through partnerships with the City or through the ACRD. If this is the case the electoral areas should identify these.

If the workshop revealed one thing it was that there are no simple fixes that will lead to immediate cost savings or service enhancements. Each of the three case studies revealed complexities in the existing service arrangements. This was especially true of the fire services and the water supply discussions. In the case of fire services simple solutions like creating a single professional force would only increase costs. In the case of the water supply and distribution no obvious option is readily apparent and further detailed analysis is required. Elected officials need to understand that simple solutions rarely exist and that in order to make progress options need to be explored and analyzed and information is needed to support good decision making.

In order to advance the discussion on potential service partnerships a significant effort will be required to research and analyse service delivery options, funding arrangement options, costs and benefits. Solid information is necessary to move the discussions from simplistic solutions to viable, realistic fact based decisions. This research and analysis will require financial and staff allocations and commitment from potential partners at the City of Port Alberni and the ACRD.

It ought to be acknowledged that there will likely be reluctance on the part of potential partners to engage in exploring some of the noted services. In the case of the swimming facility the City has historically provided this service and seeking partners to share the cost of the service will no doubt meet with resistance. A solid analysis of the options and potential costs including the option of closing the existing facility and no longer providing the service or establishing a pricing system that truly reflects the cost of using the service for residents from non-contributing areas may motivate residents and elected officials to seek an arrangement that would enable the valley to continue to have a swimming facility.

In the case of services that currently exist and are produced in various arrangements by the ACRD, the City and in some cases First Nations e.g. water supply, fire protection, information technology, administration functions, and economic development, the motivation is to explore alternative service arrangements with the goal of producing efficiencies or higher quality services. In these cases analysis of the service arrangements, costs and benefits will provide the information decision makers need to decide to continue the current arrangements or to create a new arrangement.

Regional districts were created in British Columbia in large part to facilitate multi-jurisdiction service arrangements. The ACRD has a critical role in facilitating discussions amongst its member jurisdictions and in providing solid research and information to support good decision making. That said the ACRD is made up of its partners and participation in exploring service arrangement options needs the support of its voting members who may or may not choose to support the process. It would be hoped that the both the ACRD jurisdictions and the City would come to the table to explore service arrangements with open minds willing to do the research required to fully examine alternative arrangements and then make decisions in the best interest of their residents and the valley as a whole.

9:30 am – 9:45 am	Welcome & introductions What prompted this discussion? The ACRD What we are & what we can be? Overview of the April 2016 Elected Officials Workshop	Russell Dyson, CAO Tim Pley, CAO Russell Dyson, CAO Allison Habkirk
9:45 am – 10:00am	Do you have questions about service delivery, municipalities & RD's that you would like us to address today? Are there services you would like to consider in our discussions today?	
10:00 am – 10:15am	Service delivery – provision & production – what's the difference? - What are municipalities – what are regional districts? - What are their respective strengths & weaknesses in service delivery? - Why were regional districts created? - What do the experts say about the regional district system? - What services are currently produced by the ACRD & the City of Port Alberni?	
10:15 am – 10:45 am	Note: these case studies are intended to provide an opportunity to practice and discuss a process of analysis not to determine an outcome. Let's look at water supply Service overview – description Analysis: - Is it an essential or mandatory service? - What is the range of options for service production? - What would be some of the criteria you might use to evaluate the options? cost, economies of scale, risk, political considerations, quality of service - Let's try to evaluate each of the options using your criteria - What additional information would you need to do a meaningful analysis?	
10:45 am – 11:00 am	Coffee	
11:10 am – Noon	Let's look at fire and emergency services Service overview – description Analysis: - Is it an essential or mandatory service? - What is the range of options for service production? - What would be some of the criteria you might use to evaluate the options? cost, economies of scale, risk, political considerations, quality of service - Let's try to evaluate each of the options using your criteria - What additional information would you need to do a meaningful analysis?	
Noon – 12:30 pm	Working Lunch	
12:30 pm – 1:00 pm	Let's look at the swimming facility Service overview – description Analysis: - Is it an essential or mandatory service? - What is the range of options for service production? - What would be some of the criteria you might use to evaluate the options? cost, economies of scale, risk, political considerations, quality of service - Let's try to evaluate each of the options using your criteria - What additional information would you need to do a meaningful analysis?	



CITY OF PORT ALBERNI

CLERK'S DEPARTMENT REPORT TO COUNCIL

TO: Tim Pley, City Manager
FROM: Davina Hartwell, City Clerk
COPIES TO: Mayor and Council
DATE: December __, 2016

I concur, forward to next Regular
Council Meeting for Consideration:

Tim Pley, CAO

SUBJECT: 2017 Tag Day Applications

Background

Each year City Council considers requests for tag days for local organizations to undertake fund raising. All of the organizations which have applied for a tag day this year can be allocated a tag day that is acceptable to them. The recommended allocation of dates is indicated in the attached chart.

Recommendation

The following resolution is proposed:

That Council for the City of Port Alberni approve the 2017 tag day allocations as outlined in the attached chart.

Respectfully submitted

Davina Hartwell
City Clerk

Attachment

J:\Clerks\Tag Days\2017\ReportToCouncil_DGH_jmac.doc

Group Name	Recommended Tag Day
2308 Royal Canadian Army Cadets	Apr 15-16
ABC Christian Child Care Centre	Feb 4
Alberni Airborne Volleyball Club	Jan 21
Alberni District 4-H Senior Council	Feb 11-12
Alberni District Secondary Band Program	Sept 30
Alberni District Secondary Cheerleaders	Sept 21-23
Alberni District Secondary Dry Grad Committee (Prom)	Feb 17-18
Alberni District Secondary Senior Boys Basketball	November 18
Alberni Valley Energizer's Athletic Society (Operation Trackshoes)	May 11-12
Alberni Valley Hospice Society - Ty Watson House	Aug 31-Sept 1
Alberni Valley Minor Hockey Association	Sept 29 & Nov 17
Alberni Valley Minor Softball Association	June 2-3
Alberni Valley Track Club	April 22-23
Alberni Valley Tyees Lacrosse	June 5-6
Bread of Life Centre	June 23-24
Canadian Mental Health Association (New Horizons Clubhouse)	May 27
Elite Dance Academy	Oct 6-7
EF Dunn PAC	April 30
Maritime Heritage Society	May 5 & May 13
Mt Arrowsmith Skating Club	Oct 13-14

Group Name	Recommended Tag Day
Navy League of Canada - Sea Cadets	Apr 8-9
PAGO Grannies	May 19-20
Port Alberni Friendship Centre	June 15-16
Port Alberni Gymnastics Academy (PAGA)	Sept 15-16
Port Alberni Highland Dancing Association	Jan 14-15
Port Alberni Neighbourlink Society (Breakfast Read and Feed Program)	Aug 12
Port Alberni Professional Fire Fighters * (Muscular Dystrophy Committee)	Apr 28-29
Port Alberni Tsunami Swim Club	May 6-7
Royal Canadian Legion, Branch No. 293 * (Poppy Campaign)	Oct 27-Nov 11
SPCA (BC), Alberni-Clayoquot Branch	June 9-10
Salvation Army, Alberni Valley Ministries ** (Christmas Kettle Campaign)	Nov 24 - Dec 24
Special Olympics Port Alberni	Apr 6-7
Stage West School of Performing Arts	Oct 20-21
Young Life - Port Alberni / Island West	Mar 31-Apr 1

J:\Clerks\Tag Days\2017\ReportToCouncil_DGH_jmac.doc

Report to Council

I concur, forward to next Regular
Council Meeting for Consideration:



Tim Pley, CAO

TO: Mayor and Council

FROM: Theresa Kingston, Manager of Corporate Services

COPIES TO: Ron Jorgenson, Committee Member; Frances Ketteringham, Committee Member;
Russ McLaughlin, Committee Member; Kenn Whiteman, Committee Member, Tim
Pley, CAO, Cathy Rothwell, Director of Finance, Davina Hartwell, City Clerk

DATE: December 5, 2016

SUBJECT: Community Investment Program 2017 – Recommendations

Background

In September 2011, City Council approved the implementation of the Community Investment Program. The program amalgamated the former Grants-in-aid Program with the funds allocated from gaming revenues.

For 2017 the following amounts have been budgeted for distribution:

- In Kind Services \$10,820
- Community Development Grants \$32,460
- Carried forward from 2016 \$ 5,984

Additional Grants approved by Council throughout 2016, totaled \$4,415, leaving a total of \$44,849 to be considered for allocation.

Community groups were invited to submit grant applications which were reviewed by the Grants Review Committee.

The Grants Review Committee consists of

- Councilor Ron Paulson, Port Alberni City Council
- Ron Jorgenson, Alberni Valley Social Planning Committee
- Frances Ketteringham
- Russ McLaughlin
- Kenn Whiteman
- Theresa Kingston, Director of Community Services

The committee met twice to review the grant applications and to make recommendations to Council.

Discussion

The City received 39 grant applications from 34 groups, with requests totaling \$83,273. The requests were broken down as follows:

In Kind Requests:	Facility rentals	16,139	\$49,068
	Utilities	16,561	
	Tents	7,245	
	Staff Time	3,803	
	Bus Tickets	2,720	
	Recreation Programs	2,600	
Community Development Grants:	Cash		\$34,205

Due to the high volume of requests for in-kind services, the Committee is recommending that the amount budgeted for in-kind requests be increased by reallocating an amount available from the Community Development Grants budgeted amount.

The Committee recommends the following allocation for 2017:

In Kind Requests:	Facility rentals	9,593	\$27,268
	Utilities	5,855	
	Tents	7,245	
	Staff Time	1,240	
	Bus Tickets	2,220	
	Recreation Programs	1,120	
Community Development Grants:	Cash		\$14,524
Total 2017 Allocation			\$41,792

The Committee's specific recommendations are attached. The 2018 allocation of funds will also include any unallocated funds from the 2017 budgeted amount. The amount remaining to be allocated for 2017 is \$3,057.

There were several grant applications that were specific to youth, focusing on youth involvement in the planning and development of activities. The Committee is recommending that these applications be funded out of the \$30,000 allocated for the Youth Committee in the 2016 budget. These funds have not been spent. Discussions have been held with Councilor Paulson and Minions, representatives for the Youth Committee, who were supportive of the use of these funds. It is also recommended that a portion of the funds unspent in 2016 be allocated to a Youth Fund, under the Community Investment Program. A report will be forwarded during budget discussions on how this Fund would operate.

The Grant Review Committee is recommending that the following youth related applications be funded out of the 2016 Youth Committee budgeted funds.

Youth Fund Grants:	Facility rentals	2,396	\$3,096
	Recreation Programs	450	
	Bus Tickets	250	

The process and timelines for 2018 are attached.

Any additional requests for in-kind or community development grants for 2017 should be referred to the Committee for recommendation. Any organizations making requests that can be deferred to the 2018 process should be informed of the process and timelines and be encouraged to apply.

Recommendation

The following resolution is proposed:

That the report dated December 5, 2016, be received and Council for the City of Port Alberni approve the 2017 Community Investment Program recommendations of the Grant Review Committee.

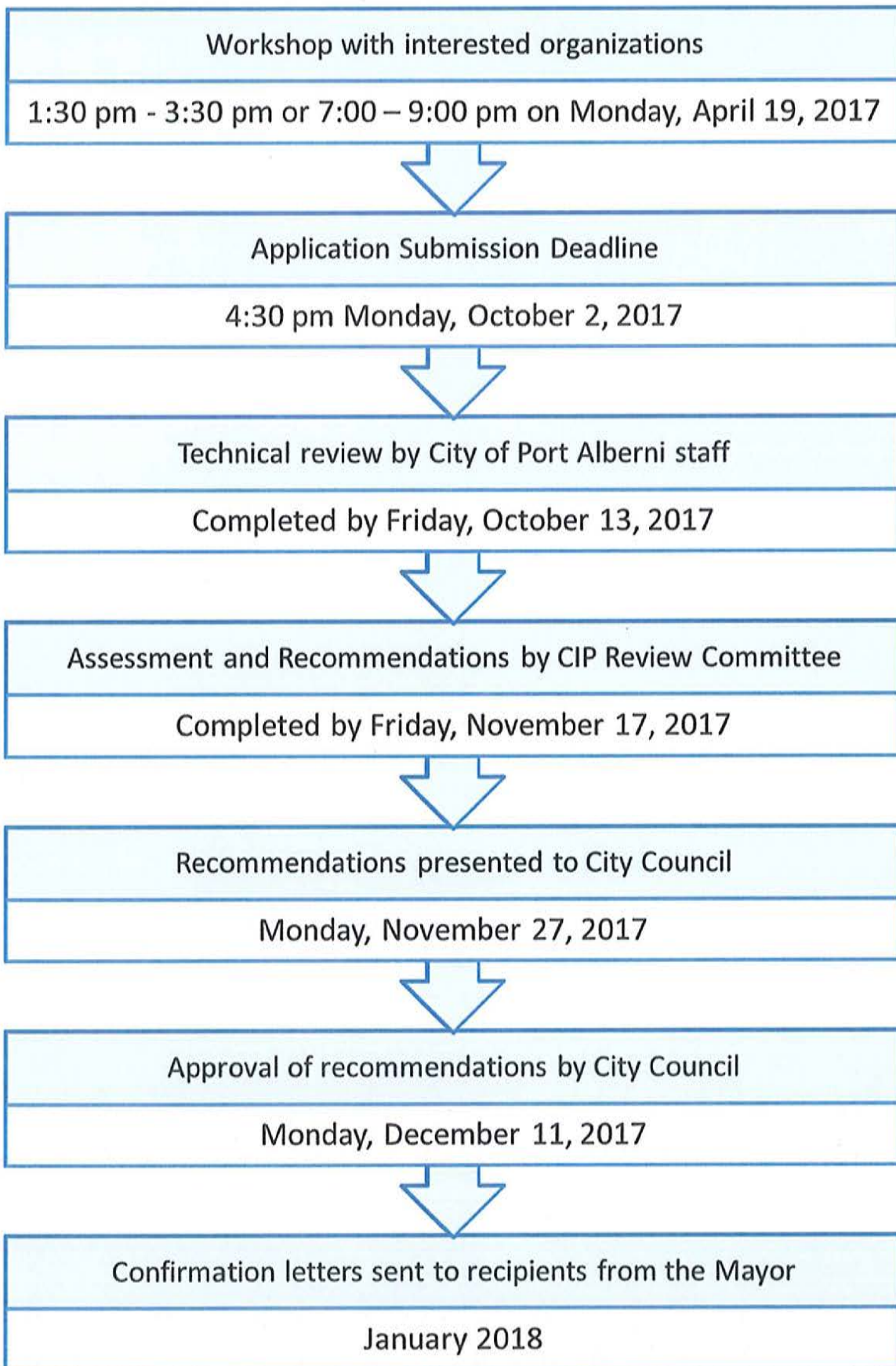
That Council for the City of Port Alberni approve the use of designated 'youth' funds for youth related applications and approve the recommendations of the Grant Review Committee.

Respectfully submitted

A handwritten signature in black ink that reads "Theresa Kingston". The signature is written in a cursive, flowing style.

Theresa Kingston
Director of Community Services

2018 Community Investment Program Proposed Timeline



				Grant Type - Inkind							Grant Type - Community Development (cash)			Committee Recommendation									
App #	Organization	2016 Grant Amount	Project	Facility Rental	Utility fees (water)	Recreation Passes/ programs	staff time	Tents	Bus Tickets/ passes	Notes	Purpose	Amount Requested (Cash)	Total Requested	In-Kind Facility	In Kind Utility	Recreation Passes	Staff Time	In Kind Tents	Bus Tickets	In Kind Other	Com. Dev Cash	Total Amount	Youth Fund
1	ADSS Life Skills Program	425.00	Lifeskill Program for students with special needs						500.00		Bowling, Aquarium, Mcleans Mill, meals	1,000.00	1,500.00						500.00			500.00	
2	Alberni Community and Women's Services Society	1,500.00	support of programs for women & children		1,450.00	500.00			500.00		annual fee for leasing commercial bin and pick up .	1,381.00	3,831.00		1,000.00	250.00			250.00			1,500.00	
3	Alberni District Fall Fair	1,260.00	A Fair to showcase the community.				55.00	1,260.00					1,315.00					1,260.00				1,260.00	
4	Alberni Valley Assisted Living Society	250.00	Development of Community Volunteer Resource Services Centre	265.00									265.00									0.00	
5	Alberni Valley Craft Fair Association	N/A	A craft Fair for the community								Athletic Hall Rental and Advertising budget.	1,300.00	1,300.00									0.00	
6	Alberni Valley Curling Club	1,000.00	Funding for daily operation of the club		3,000.00								3,000.00		1,000.00							1,000.00	
7	Alberni Valley Drug & Alcohol Prevention Service	1,000.00	Programs for "at risk" youth	520.00		300.00			250.00				1,070.00										#####
8	Alberni Valley Pride Society	N/A	To Serve, Support and Celebrate GLBTTQQ+	30.00				1,260.00			300 cash for advertising, 300 for portable toilets, 100 dumpster rental	700.00	1,990.00	30.00				1,260.00				1,290.00	
9	Alberni Valley Pride Society - Community Outreach Program	N/A	serve, support and celebrate in a safe environment	376.00									376.00										376.00
10	Alberni Valley Restoratie Justice	N/A	restorative circles with community participants	1,344.00									1,344.00	1,344.00								1,344.00	
11	Alberni Valley Senior Citizens Homes Society Pioneer Cottges	N/A	affordable, quality housing for seniors		6,876.00								6,876.00									0.00	

				Grant Type - Inkind							Grant Type - Community Development (cash)			Committee Recommendation										
App #	Organization	2016 Grant Amount	Project	Facility Rental	Utility fees (water)	Recreation Passes/ programs	staff time	Tents	Bus Tickets/ passes	Notes	Purpose	Amount Requested (Cash)	Total Requested	In-Kind Facility	In Kind Utility	Recreation Passes	Staff Time	In Kind Tents	Bus Tickets	In Kind Other	Com. Dev Cash	Total Amount	Youth Fund	
12	Alberni Valley Skateboard Association	N/A	To enjoy skateboarding and do fundraisers for new facilities	1,000.00									1,000.00										500.00	
13	Alberni Valley Track and Field Society	1,015.00	Annual Bob Dailey Memorial Track Meet at Bob Dailey and Glenwood Centre	1,004.00			800.00	315.00					2,119.00	1,004.00				315.00					1,319.00	
14	Art Matters Society	1,000.00	Artist Colleeative									1,200.00	1,200.00		600.00							600.00		
15	Art Rave of Alberni	1,945.00	Art Festival					945.00			Art Supplies, Insurance, Advertising, Entertainers	1,000.00	1,945.00					945.00			1,000.00	1,945.00		
16	Barklay Sounds Community Choir	N/A									Purchase Music, printing, Hall Rental, Honoraria for Director, pianist and special guests	1000	1,000.00								1,000.00	1,000.00		
17	Bread of Life	1,500.00	Soup Kitchen, Health clinic, outreach advocacy		1,500.00								1,500.00		1,500.00							1,500.00		
18	Centennial Belles	N/A	Annual Fundraiser Vintage and historical Fashion Show	487.00				630.00					1,117.00	370.00				630.00					1,000.00	
19	Community Arts Council of the Alberni Valley	6,380.00	Provides a wide range of art programs and other services for the community	392.00	2,500.00			630.00			BC Arts Council will provide matching funding for all financial assistance received from the City up to \$4,000	4,000.00	7,522.00		1,750.00			630.00			4,000.00	6,380.00		

				Grant Type - Inkind							Grant Type - Community Development (cash)			Committee Recommendation										
App #	Organization	2016 Grant Amount	Project	Facility Rental	Utility fees (water)	Recreation Passes/ programs	staff time	Tents	Bus Tickets/ passes	Notes	Purpose	Amount Requested (Cash)	Total Requested	In-Kind Facility	In Kind Utility	Recreation Passes	Staff Time	In Kind Tents	Bus Tickets	In Kind Other	Com. Dev Cash	Total Amount	Youth Fund	
20	Healthy Harvest Farm	N/A	to create employment for people with disabilities						150.00		to purchase seeds to expandand extend the growing season	600.00	750.00						150.00		600.00	750.00		
21	Literacy Alberni Society	1,500.00	To continue with existing programs			150.00		630.00	500.00		Cash to support our shipping costs, paint and maintenance costs for Little Libraries	5,000.00	6,280.00			370.00		630.00	500.00			1,500.00		
22	Port Alberni Family Guidance Association	N/A		588.00						Fund Raiser			588.00									0.00		
23	Port Alberni Family Guidance Association	N/A				1,500.00			500.00				2,000.00			500.00			500.00			1,000.00		
24	Port Alberni Folkfest Multicultural Association	950.00	Folkfest at Glenwood Centre	500.00			450.00						950.00	950.00								950.00		
25	Port Alberni Friendship Center	2,000.00	National Aboriginal Celebration at the Friendship Center								Annual National Aboriginal Day	2,500.00	2,500.00								2,000.00	2,000.00		
26	Port Alberni Orchestra and Chorus Society	N/A	Concerts	327.00							liability insurance and rental of Echo Centre	1,024.00	1,351.00	327.00							1,024.00	1,351.00		

				Grant Type - Inkind							Grant Type - Community Development (cash)			Committee Recommendation									
App #	Organization	2016 Grant Amount	Project	Facility Rental	Utility fees (water)	Recreation Passes/ programs	staff time	Tents	Bus Tickets/ passes	Notes	Purpose	Amount Requested (Cash)	Total Requested	In-Kind Facility	In Kind Utility	Recreation Passes	Staff Time	In Kind Tents	Bus Tickets	In Kind Other	Com. Dev Cash	Total Amount	Youth Fund
28	Port Alberni Salmon Festival Society	3,500.00	Salmon Derby		1,235.00		1,500.00	1,260.00			Flagpeople 4500; policing/ traffic 2500	7,000.00	10,995.00				1,240.00	1,260.00			1,000.00	3,500.00	
29	Port Alberni Volunteer Income Tax Program	630.00	Provide Income Tax for low income	448.00									448.00	448.00								448.00	
30	RAD Communtiy Corps		The Mural Project - Train Station								Mural Project	1,500.00	1,500.00								1,500.00	1,500.00	
31	Royal Canadian Legion Alberni Valley Branch 293	1,400.00	Remembrance Day Celebration at Glenwood	502.00			998.00						1,500.00	1,500.00	1,500.00							1,500.00	
32	Special Olympics - Port Alberni	1,000.00	Echo Pool rental for swims	2,457.00									2,457.00	1,000.00								1,000.00	
33	Special Olympics - Port Alberni		Floor Hockey at Glenwood Centre.	1,071.00									1,071.00	500.00								500.00	
34	Spirit Square Farmers Market Association	715.00	BC Assoc. of Farmer's Markets					315.00			Music at the Market	500.00	815.00					315.00			400.00	715.00	
35	Spirit Square Farmers Market Association		BC Assoc. of Farmer's Markets - Bus Passes for Early Years Program Participants						320.00				320.00						320.00			320.00	
36	Wyldlife (Under the OrganizationYoung Life)		Programs for Grade 6-8 youth	1,940.00		150.00							2,090.00										#####
37	RAD Communtiy Corps		Creative Crosswalks Project								Crosswalk Design	1,000.00	1,000.00								1,000.00	1,000.00	
38	Navy League			1,643.00									1,643.00	875.00								875.00	
39	PA Toy Run			1,245.00									1,245.00	1,245.00								1,245.00	
40	Art Matters Society		Solstice Festival								Performers, Art Show	1,500.00	1,500.00								1,000.00	1,000.00	
Totals				16,139.00	16,561.00	2,600.00	3,803.00	7,245.00	2,720.00			34,205.00	83,273.00	9,593.00	5,850.00	1,120.00	1,240.00	7,245.00	2,220.00	0.00	14,524.00	41,792.00	#####



CITY OF PORT ALBERNI

I concur, forward to next Regular Council Meeting for Consideration:


Tim Pley, CAO

ECONOMIC DEVELOPMENT MANAGER REPORT

TO: Tim Pley, Chief Administrative Officer
FROM: Pat Deakin, Economic Development Manager
DATE: For December 12, 2016 Council Meeting

SUBJECT: INTERIM REPORT ON THE SPROUT PROGRAM (*No Decision Required*)

Issue:

An Interim Status Report on the SPROUT Program is provided herein to Council.
No decisions are required at this point.

Background:

Council approved \$5,000 from the 2016 Economic Development budget for the SPROUT Program advocated by Uptown entrepreneur Kevin Wright. The SPROUT Program has the following goals:

1. Make it easier for people to get into a storefront business by going into a smaller footprint with lower costs for leasing, renovations and stock
2. Increase the chances of success for those going into business in the empty storefronts
3. Fill empty storefronts
4. Support transition from home-based business into storefront operation in a commercial area

Discussion:

Work thus far has consisted of:

- Identifying empty storefronts in each business area (district)
- Identifying business mix in each district

Findings re Empty Storefronts:

Area/District	# Commercial Spaces	# Vacant	% Vacant
Uptown	160	42	26%
Lower Johnston Road	120	18	15%
Lower 3 rd & 4th	62	18	29%
10 th & Redford	40	9	23%
10 th & Roger	21	3	14%
6 th & Roger	30	2	7%
Pacific Rim/Alberni Mall	32	5	16%
Johnston & Tebo	30	1	4%
Totals	495	98	20%

Note: Only 10 of 98 empty spaces are currently being marketed for lease or sale on the MLS



CITY OF PORT ALBERNI

The business mix is being studied for a couple of reasons:

1. To determine if there's a type of business that each area seems to be supporting
2. To see if there's an 'identity' each area has or a specific branding that might work for each
3. To be able to compare and contrast against successful business areas elsewhere on the Island

Preliminary Findings re Business Mix

Area/District	Commercial Spaces	% Retail	% Food	% Service
Uptown	160	25%	14%	15%
Lower Johnston Rd	120	22%	16%	35%
Lower 3 rd & 4th	62	21%	7%	35%
10 th & Redford	40	8%	23%	43%
10 th & Roger	21	29%	14%	38%
6 th & Roger	30	13%	7%	43%
Pacific Rim/Alberni Mall	32	44%	12%	19%
Johnston & Tebo	30	34%	11%	23%
Totals	433			

Notes: Some definitions with respect to business type are still being sorted out

Some business types will be further refined for the next report to Council

Next Steps:

1. Meet with Alberni-Clayoquot Community Futures and Alberni Valley Chamber of Commerce to discuss the SPROUT program and findings so far
2. Meet with those building owners and sales/leasing agents who have commercial listings on MLS to explain program and get feedback
3. Determine if remaining empty spaces are being marketed on other than MLS and if not, why not
4. Identify other lower cost ways of getting a business started in a commercial area
5. Look at successful business area mixes elsewhere (i.e. Tofino, Ucluelet, Qualicum Beach, Squamish)

Pat Deakin,
Economic Development Manager

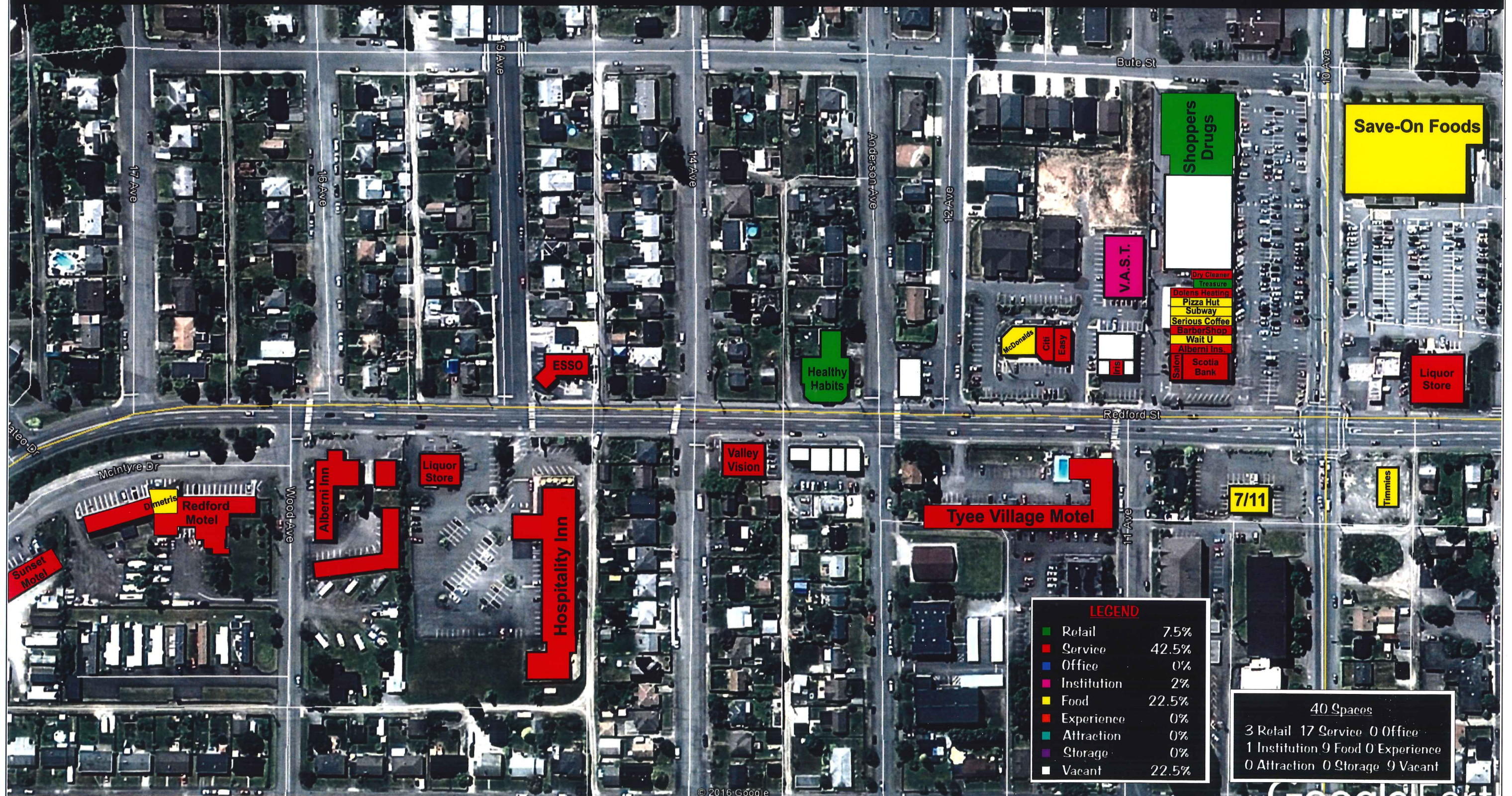
UPTOWN PERCENTAGE MAP



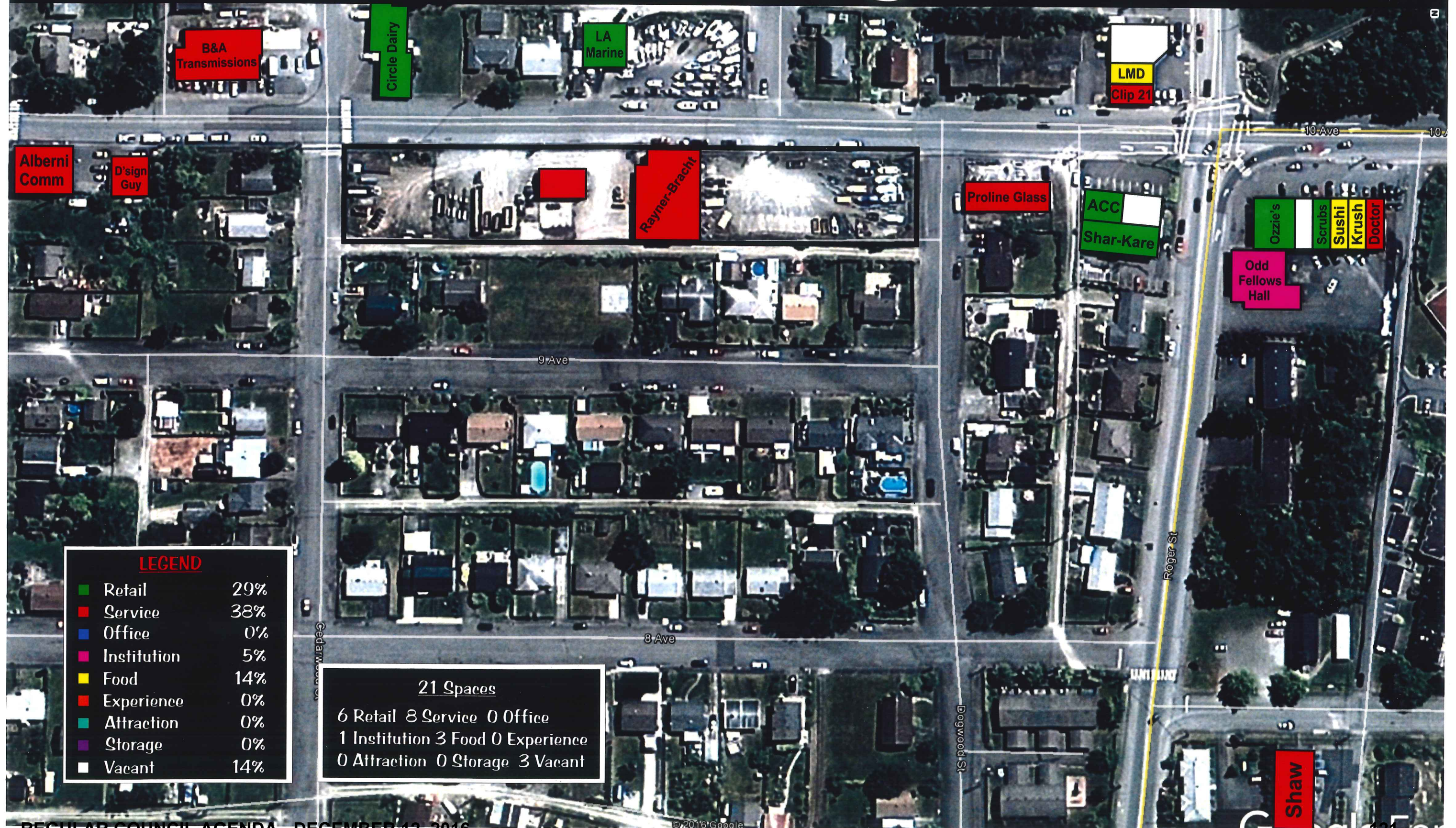
42 empty spaces with a mix of retail and service.



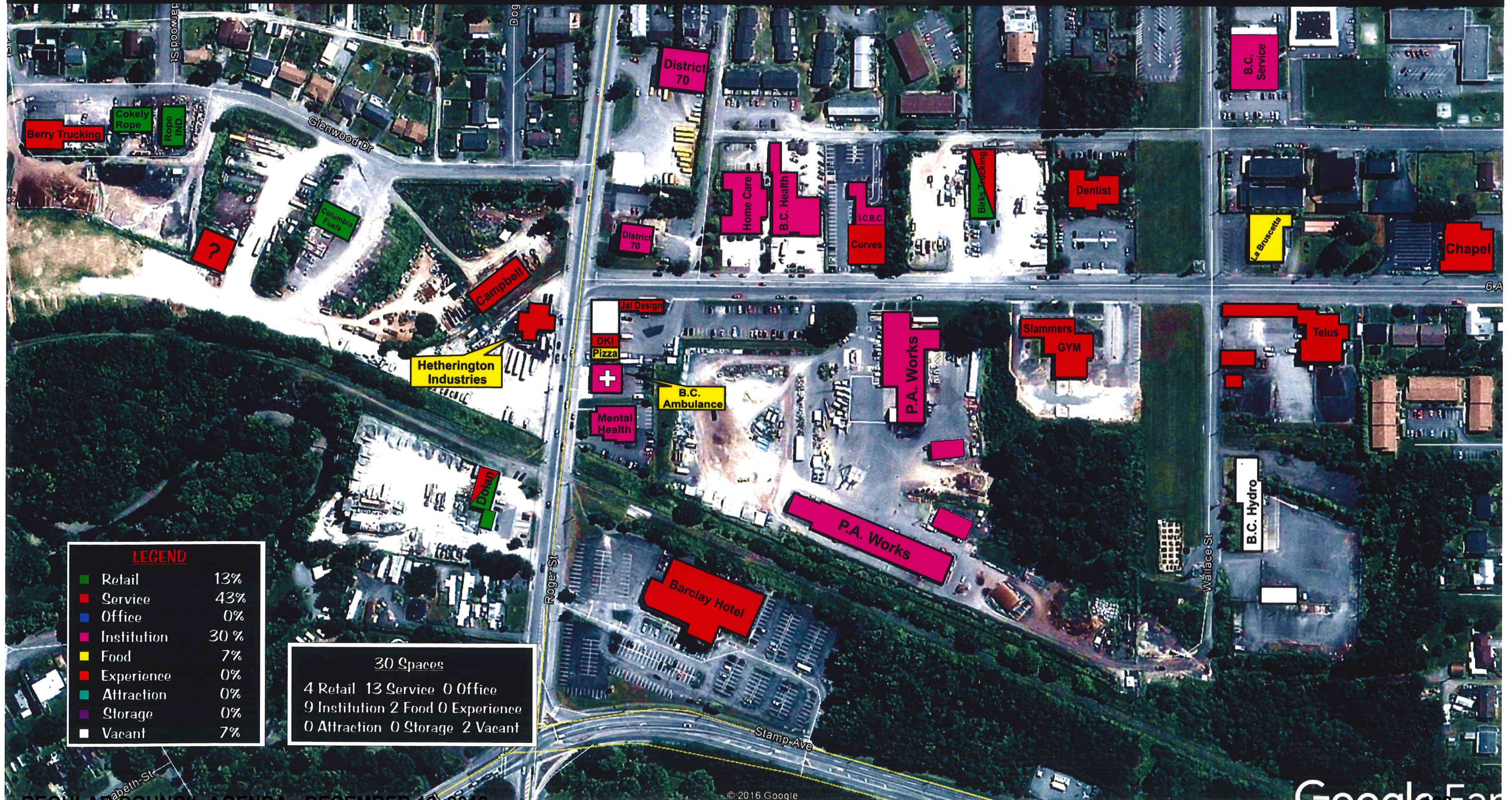
Redford & 10th Avenue



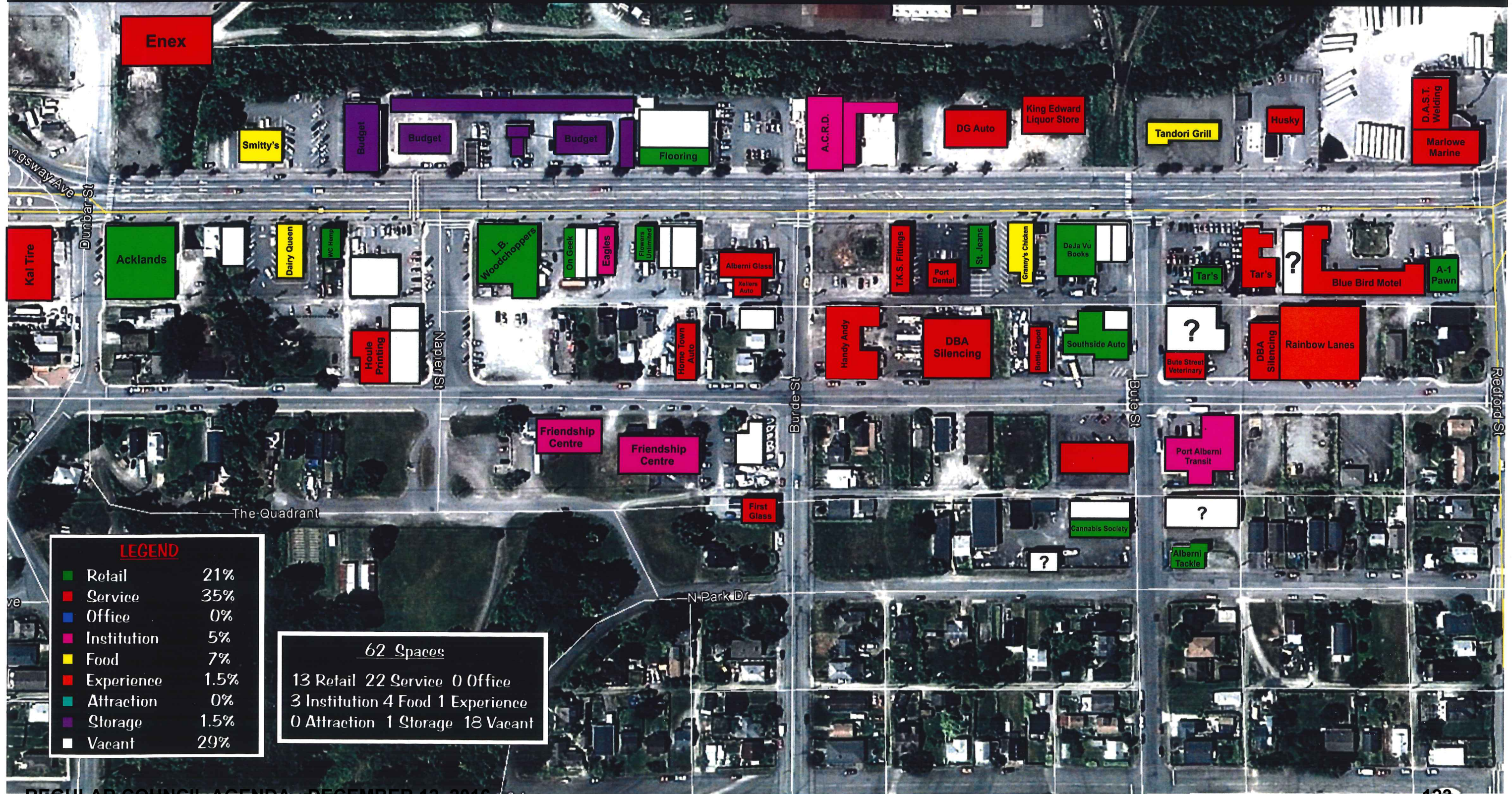
10th & Roger



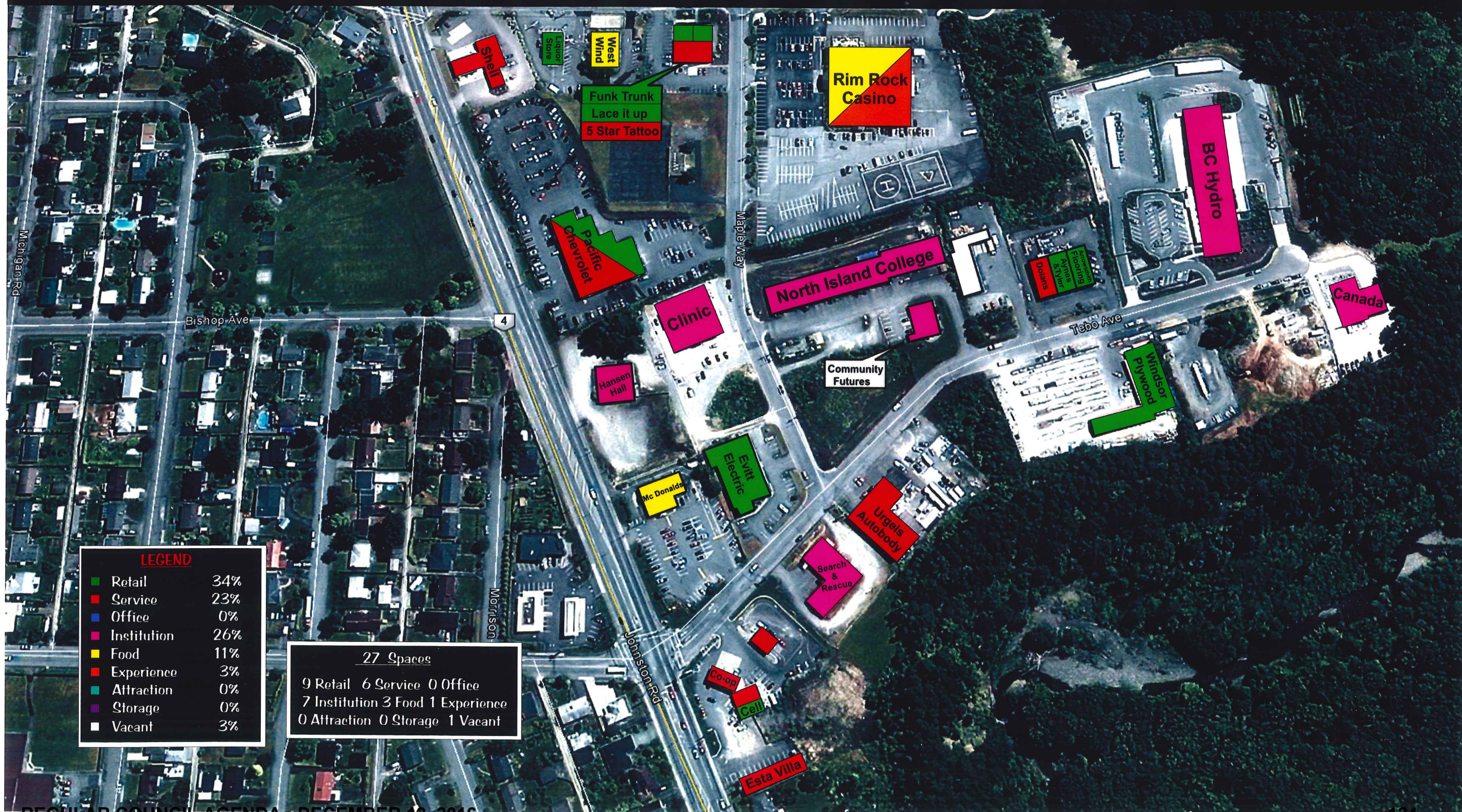
6th & Roger



Lower 3rd Avenue



Johnston & Tebo



Port Alberni Mall



LEGEND

Retail	44%
Service	19%
Office	0%
Institution	10%
Food	12%
Experience	0%
Attraction	0%
Storage	0%
Vacant	15%

32 Spaces

14 Retail 6 Service 0 Office
3 Institution 4 Food 0 Experience
0 Attraction 0 Storage 5 Vacant



CITY OF PORT ALBERNI

PLANNING DEPARTMENT

I concur, forward to next Regular Council Meeting for Consideration:

A handwritten signature in black ink, appearing to read "Tim Pley".

Tim Pley, CAO

TO: Tim Pley, Chief Administrative Officer

FROM: Scott Smith, City Planner

DATE: December 7, 2016

SUBJECT: Draft Request for Proposal – Gertrude Street

Issue

To consider a draft of a Request for Proposals (RFP) on a portion of City of Port Alberni owned property on Gertrude Street.

Background

Council for the City of Port Alberni had directed that an RFP for the sale and commercial development of a portion of City owned property on Gertrude Street be prepared for Council's consideration. Attached is a preliminary draft of an RFP to potentially sell a portion of 4356 and 4340 Gertrude Street for commercial development.

Discussion

The following are some of the key issues in the draft Request for Proposals:

1. To obtain the highest possible investment in the local community in terms of both job creation and capital investment.
2. To ensure that a high quality project is developed that is compatible with the surrounding neighbourhood.
3. To ensure that the development is complementary to the park like setting of the property.
4. To ensure that the large Redwood tree located on the property is preserved.
5. To allow for the location of a trail connection through the property that would link sections of the City trail network.

Recommendation

*That the report from the City Planner dated December 7, 2016 be received.
Direction from City Council is requested.*

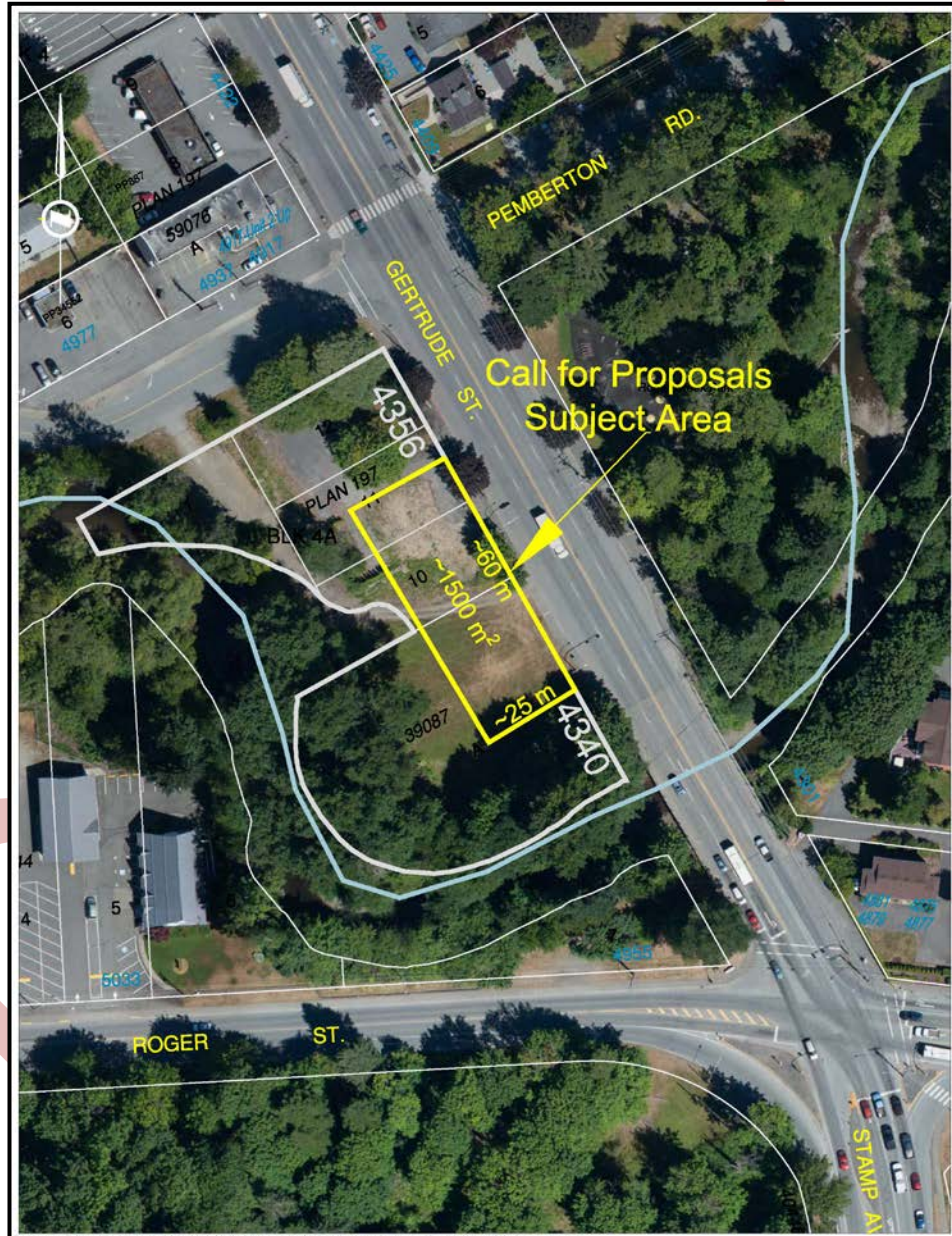
Respectfully submitted,

A handwritten signature in black ink, appearing to read "Scott Smith".

Scott Smith, MCIP, City Planner

REQUEST FOR PROPOSALS

GERTRUDE STREET SITE



CITY OF PORT ALBERNI
DECEMBER 2016

1.0 INTRODUCTION

1.1 General Background

The site is located in Port Alberni on, Gertrude Street, on the north side of the adjacent Roger Creek. There are five (5) legal parcels, all city owned, that are relevant to the proposed site. The relevant portion of the site is $\pm 1500 \text{ m}^2$ of the entire city owned site ($\pm 6388 \text{ m}^2$ ($\pm 0.6 \text{ ha}$)). The City would consider subdivision and sale of the $\pm 1500 \text{ m}^2$ portion of the site shown as "Subject Area" on the attached plans. The area could be modified based on the proposed development, at the sole discretion of City Council.

There is a city park located to the east across Gertrude Street, with the Northport commercial district located one block to the north. The site is currently accessed from Pemberton Road and also from Gertrude Street. Any development will require a new access permit as part of the Development Permit process.

1.2 City's Objectives for the Development of the Gertrude Street site

- a) To sell a portion of the site to the successful proponent.
- b) To obtain the highest possible investment in the local community in terms of both job creation and capital investment.
- b) To ensure that a high quality project is developed that is compatible with the surrounding neighbourhood.
- c) To ensure that the development is complementary to the park like setting of the property.
- d) To ensure that a large Redwood tree located on the property is preserved.
- e) To allow for the location of a trail connection through the property that would link sections of the City trail network.

2.0 SITE DESCRIPTION

2.1 Legal Description:

The site is owned by the City of Port Alberni and outlined in bold on the attached maps. (See attached legal plans). Five (5) legal parcels, at two (2) civic addresses, make up the subject site.

a) 4356 Gertrude Street:

Legally described as Lots 1,10,11,12, Block 4A, Plan VIP197, District Lot 1, Alberni Land District

PID Numbers: 000-287-296
000-287-181
000-287-342
000-287-393

b) 4340 Gertrude Street

Legally described as Lot A, District Lot 1, Alberni Land District, Plan VIP39087

PID Numbers 000-968-781

2.2 Official Community Plan

The Gertrude Street properties are designated as a mix of 'General Commercial' and 'Park and Open Space' in the current Official Community Plan (OCP). Any OCP bylaw amendment requirements must be included with the proposal submissions.

2.3 Zoning

The existing zoning of the Gertrude Street properties is 'C7 Core Business'. Any Zoning bylaw amendment requirements should be included with the proposal submissions.

2.4 The Property

The property is located to the west of Roger Creek Park and ravine.

Municipal services:

- | | |
|----------|---|
| Water | -located to the east of the site running along Gertrude Street |
| Storm | -located to the north of the site along Pemberton Road |
| Sanitary | -located on site running in a north south direction through all five lots. The location of the services must be considered and addressed within the proposal. |

3.0 REQUIRED FORMAT OF PROPOSALS

3.1 Sealed proposals shall be received by the Owner's representative up to **4:00 p.m. on February 12, 2017**, proposals received after this time and date shall not be considered.

3.2 Proposals must be submitted in the format described below and shall contain all of the information required by this Request for Proposals to facilitate comparison and evaluation of the proposals.

- a) Cover Letter, (signed by the principals of the firms included in the proponent's team).
- b) Purchase Price to be paid to the City of Port Alberni.
- c) Executive Summary (describing the nature and components of the proposed development and how it meets the City's objectives as set out in Section 1.2 of this Request for Proposals.
- d) Proponent Identification (description of owners, members, firms or individuals, to be involved in the proposed operation along with the proposed legal structure).
- e) Details of the Qualifications and Experience of the Proponents.
- f) Conceptual Development Plans.
- g) Evidence of Financing Capacity.

3.3 The proposal must be submitted to the City of Port Alberni as follows:

- One (1) digital file, on a USB drive, in PDF (Portable Document Format) format
- One (1) hardcopy of the proposal in bound form
- One (1) hardcopy of the proposal in unbound form with plans in a format no larger than 11" x 17". One set of large scale plans may be provided if desired.

4.0 GENERAL CONDITIONS

4.1 Owner Representative

The City Planner, as the City of Port Alberni (Owner) representative is authorized to communicate and officially deal with Proponents and all Proponents must communicate and officially deal with that person only.

Scott Smith, MCIP, City Planner
City of Port Alberni
4850 Argyle Street
Port Alberni, B.C. V9Y 1V8
Telephone: (250) 720-2808 Fax: (250) 723-3402
e-mail: scott_smith@portalberni.ca

The Owner representative may involve other City staff and resource people in meetings and discussions with proponents and in evaluations of submissions received. Proposals along with evaluations will be considered by City Council.

4.2 Deadline for Submissions

Proposal submissions will be accepted until **4:00 p.m. on February 12, 2017.**

Legal Relationship Created by and Nature of this Request for Proposals

Neither this Request for Proposals nor the submission of a proposal by a Proponent is intended to create a legal relationship between, or any duties or obligations on the part of the Owner or a Proponent.

This Request for Proposals is an invitation to treat, and if the Owner decides upon receipt and review of proposals to explore, negotiate or otherwise treat with any Proponents, it may do so, and until a written offer is made and accepted under the seal of the Owner, by resolution of its Council, no contractual relationship of any kind will exist.

In considering any proposals received whether compliant to this Request for Proposals or not, the Owner may treat further and negotiate with anyone or all of the Proponents or none of the Proponents as it sees fit and may ultimately contract with one or more of the Proponents, or with none of the Proponents as in its unfettered discretion it considers desirable.

This Request for Proposals does not impose on the Owner any duty of fairness or natural justice to any or all respondents with respect to this Request for Proposals or the process it creates. Unless the Owner is expressly permitted or required by this Request for Proposals to “act reasonably”, the Owner is entitled to act in its sole, absolute and unfettered discretion.

4.3 Confidentiality of Proposals

The Owner is subject to the Freedom of Information and Protection of Privacy Act. That Act creates a right of access to records in the custody or under the control of the Owner, subject to the specific exceptions in the right set out in the Act. The Owner will receive all proposals submitted in response to this Request for Proposals in confidence, including for the purposes of S.21 of the Act. Because of the right of access to information created by that Act, the Owner does not guarantee that information contained in any proposals will remain confidential if a request for access in respect of any proposal is made under the Act.

4.4 Proprietary Information

If a Proponent considers that any part of its proposal is proprietary, including by reason of its being copyright, the proposal must clearly identify those portions of it that are considered proprietary.

4.5 Responsibility or Liability

The Owner accepts no responsibility or liability for the accuracy or completeness of this Request for Proposals (including any schedules or appendices to it) or of any recorded or verbal information communicated or made available for inspection by the Owner (including through the Owner's representative of any other individual) and no representation or warranty, either expressed or implied, is made or given by the Owner with respect to the accuracy or completeness of any of those things. The sole risk, responsibility and liability connected with reliance by any proponent or any other person on the Request for Proposals or any other such information as is described in this paragraph is solely that of each Proponent.

Each Proponent acknowledges and agrees that it is solely responsible for obtaining its own independent financial, legal, accounting, engineering and other advice with respect to the contents of the Request for Proposals or any such information as is described in this paragraph. Each Proponent who submits a proposal to the Owner is deemed to have released the Owner from, and waived, any action, cause of action, claim, liability, demand, loss, damage, cost or expense, of every kind, in any way connected with or arising out of the contents of the Request for Proposals or any such information as it described in this paragraph.

Each Proponent who submits a proposal is deemed to have agreed that it is solely responsible and liable to ensure that it has obtained and considered all information necessary to enable to understand the requirements of the Request for Proposals and to prepare and submit its proposal.

4.6 Compliance with Regulations

The successful Proponent/s will be responsible for complying with all municipal, provincial, and federal statutes, regulations, bylaws, and permits.

5.0 EVALUATION PROCESS

5.1 Evaluation Process

Submissions in response to this Request for Proposals will be evaluated by a team of senior City Managers and resource people designated by the Owner's representative.

5.2 Evaluation Criteria

- Comprehensiveness of the development proposal.
- Level of capital investment.
- Short and long term job creation.
- Other economic benefits to the community.
- Understanding of and commitment to developer's responsibilities for on-site services and construction.
- Meeting the City's objectives as set out in Section 1.2.
- Time line for development.
- Experience and qualifications of key members of the Proponent's team.
- Evidence of financial capacity of the Proponent to fund the development.
- Price offered for the property.

The Owner may give such weight to these evaluation criteria as it sees fit. Selection of the preferred proposal will be the decision of City Council. A proposal deemed at Council's sole discretion to be the most advantageous to the City of Port Alberni may be selected. City Council, at its sole discretion may choose to reject all proposals.

6.0 TERMS OF AGREEMENT

6.1 Further Process Leading to Contract

The Owner may negotiate and treat with any of the Proponents whose proposals best meets the objectives of the City.

6.2 General Conditions

- a) The land is offered, "as is" and the City makes no representation and will take no responsibility with respect to the condition of the property.
- b) All Proponents are advised that an agreement will not be signed until and unless, the successful Proponent submits, within two weeks of the City's acceptance of the offer, a Security Deposit of 10% of the purchase price. The Security Deposit will be refunded if completion of the sale does not occur.
- c) All submissions should be clearly marked as follows:
- d) "Response to Request for Proposals for the Development of the Gertrude Street Site should be directed to:

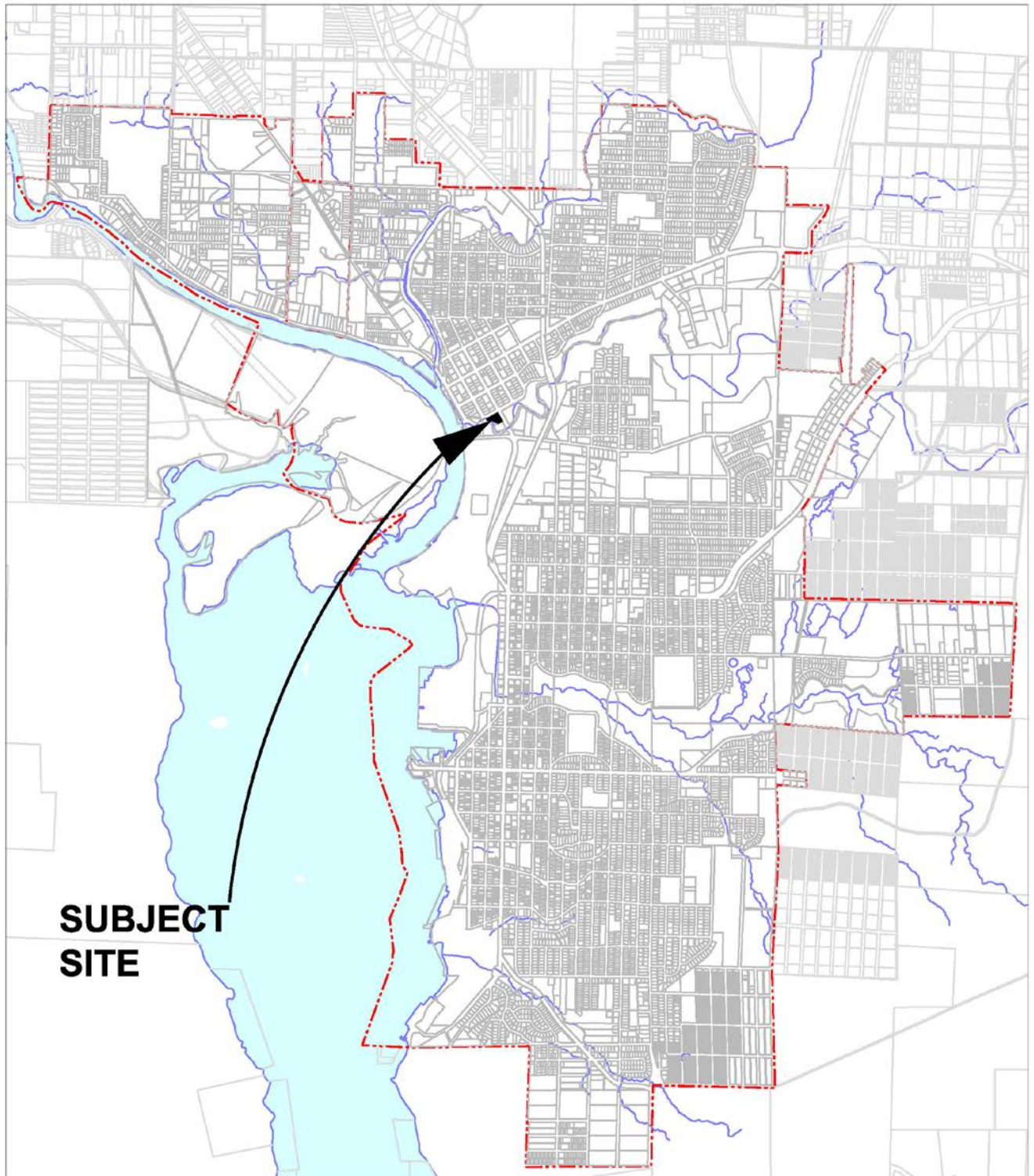
Scott Smith, City Planner
City of Port Alberni
4850 Argyle Street
Port Alberni, B.C. V9Y 1V8
Telephone: (250) 720-2808
Fax: (250) 723-3402
e-mail: scott_smith@portalberni.ca
- e) The City of Port Alberni reserves the right to reject or negotiate any or all offers.

7.0 ATTACHMENTS TO THIS PROPOSAL:

- Location Plan
- Legal Plans – The site is made up of five (5) legal parcels.
- Area Official Community Plan designations – Bylaw amendments may be required
- Area Zoning designations – Bylaw amendments may be required
- Area Orthophoto
- Contour Map
- Municipal Infrastructure Map



CITY OF PORT ALBERNI LOCATION MAP



**SUBJECT
SITE**

4356 GERTRUDE STREET - 'LOT 1,10,11,12, DISTRICT LOT 1, BLOCK 4A, ALBERNI LAND DISTRICT, PLAN VIP197'
(PID's 000-287-296, 000-287-181, 000-287-342, 000-287-393) and;
4340 GERTRUDE STREET - 'LOT A, DISTRICT LOT 1, ALBERNI DISTRICT, PLAN VIP39087 (PID: 000-968-781)

LEGAL PLAN (1 of 2) VIP39087

05-223

REFERENCE PLAN OF LOTS 8 AND 9, BLOCK 4A,
DISTRICT LOT 1, ALBERNI DISTRICT, PLAN 197 PURSUANT
TO SECTIONS 96 AND 100 (1)(b) OF THE LAND TITLE ACT.

Plan N° 39087

M3551
SEA

Deposited in the Land Title Office of
Victoria, B.C. this 24th day of

[Signature] 198
[Signature] Registrar

SCALE: 1 : 500

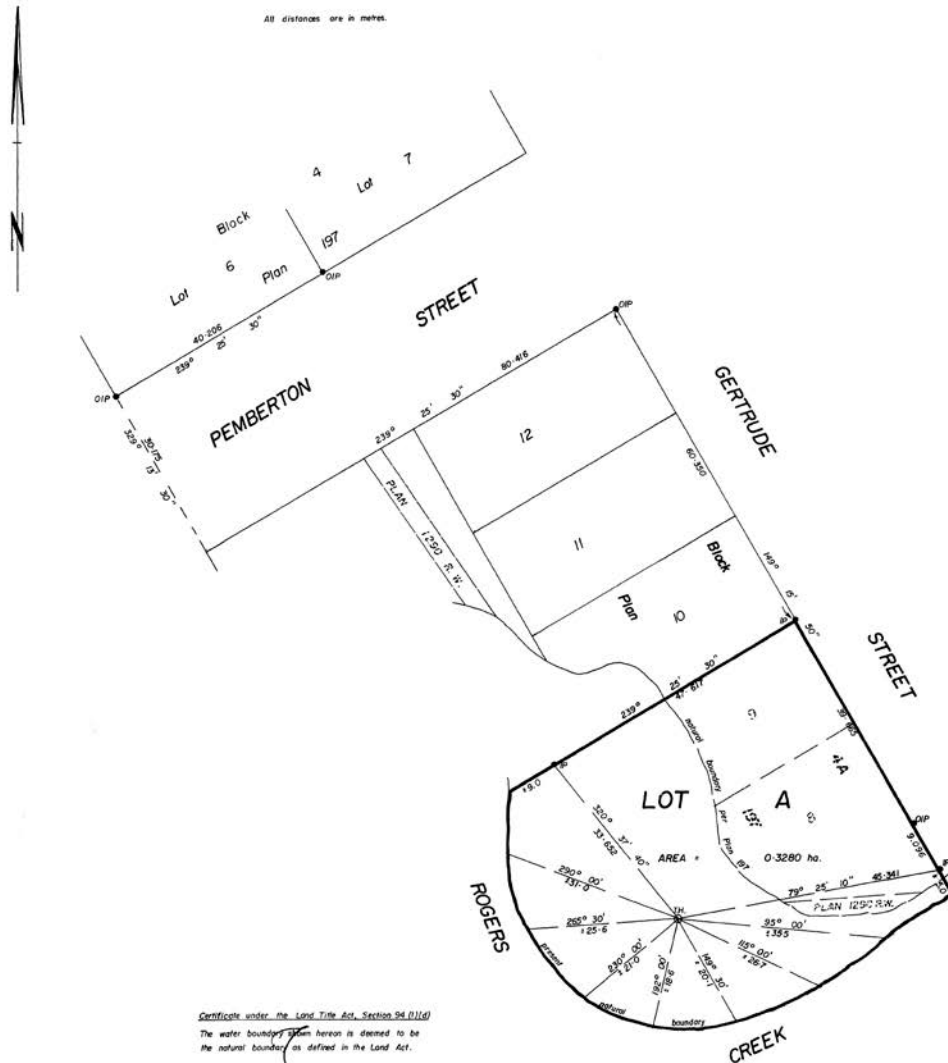


LEGEND

- OIP - denotes iron post found
- IP - denotes 13 mm square galvanized iron post set
- TH - denotes traverse hub

Bearings: astronomic derived from Plan 1290 R.W.

All distances are in metres.



Certificate under the Land Title Act, Section 94 (1)(d)

The water boundary shown hereon is deemed to be
the natural boundary as defined in the Land Act.

[Signature]
Minister of Lands, Parks & Housing,
Victoria, B.C. January 18, 1983.

[Signature]
ANTHONY SWEENEY

[Signature]
Witness
4850 ACRES SHEET
PORT ALBERNI, B.C.

Witness Address
City of Alberni
Witness Occupation

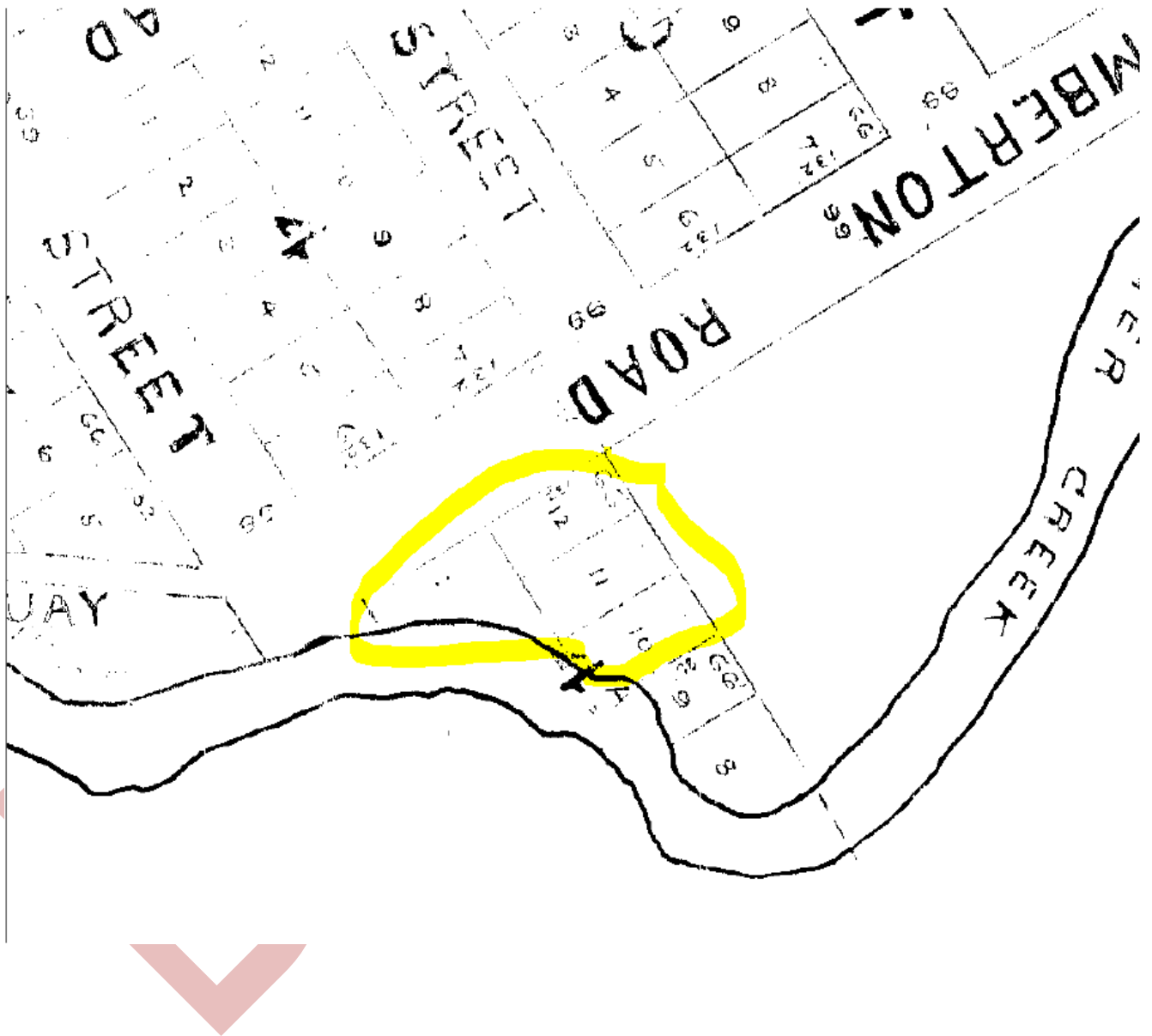
I, David Michael Pollock, a British Columbia
Land Surveyor, of Port Alberni, in British
Columbia, certify that I was present at and
personally supervised the survey represented
by this plan, and that the survey and plan
are correct. The survey was completed on the
24th day of April, 1982.

[Signature]
B.C.L.S.

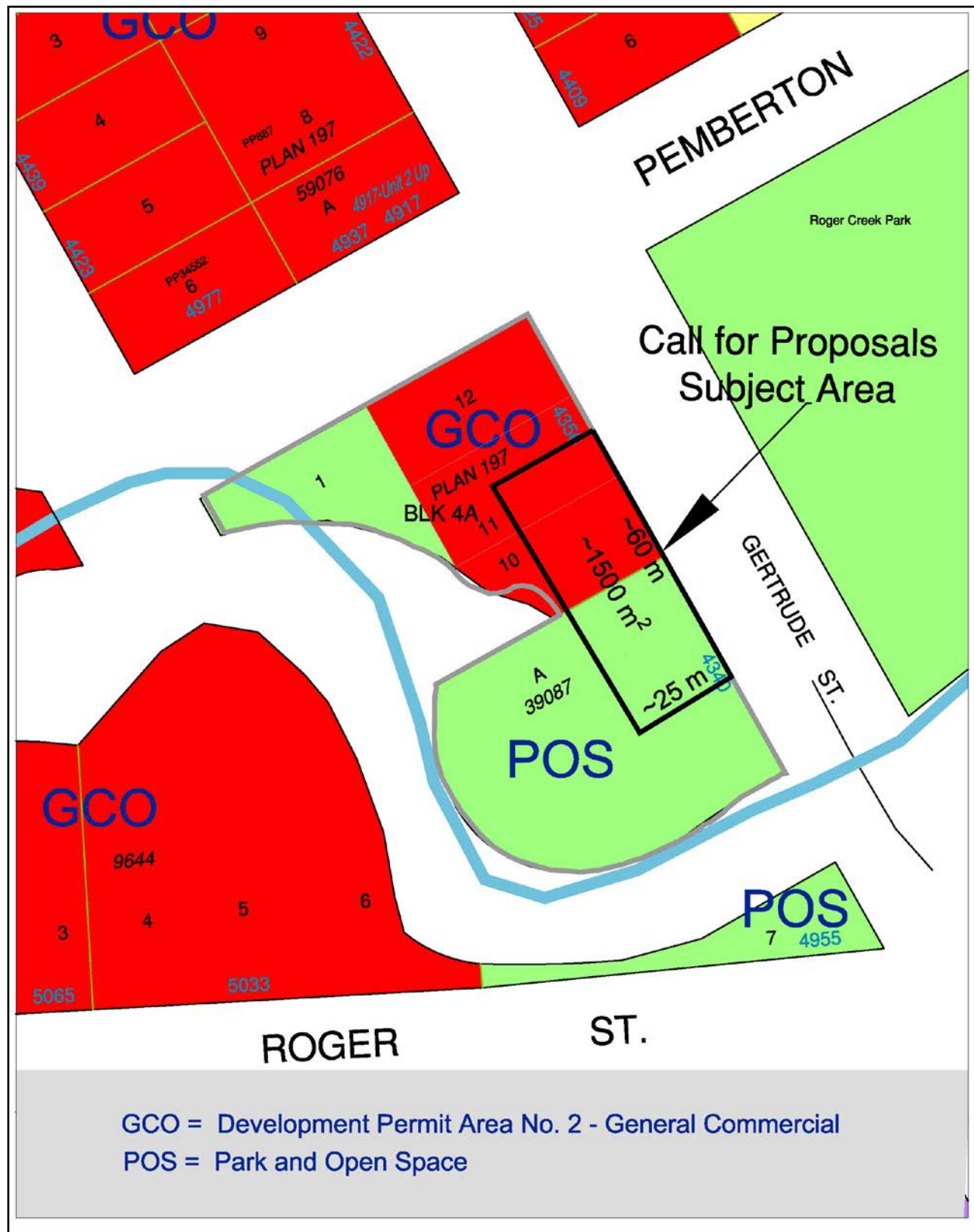
ACRES and POLLOCK,
B.C. Land Surveyors,
Port Alberni, B.C.
File No: 8245

This plan lies within the Alberni-Clayoquot Regional District.

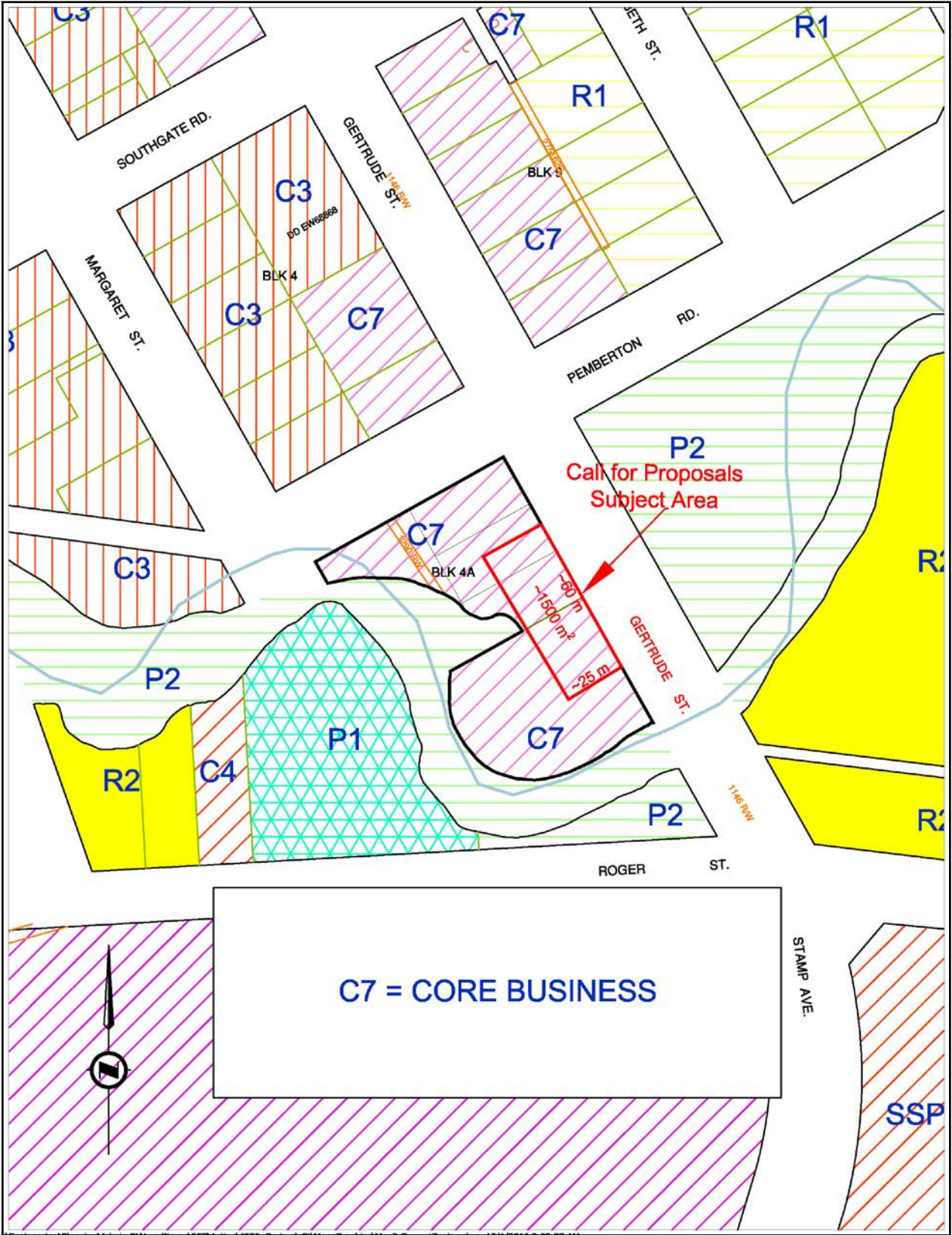
LEGAL PLAN (2 of 2) VIP197 (portion)



CURRENT OFFICIAL COMMUNITY PLAN DESIGNATIONS

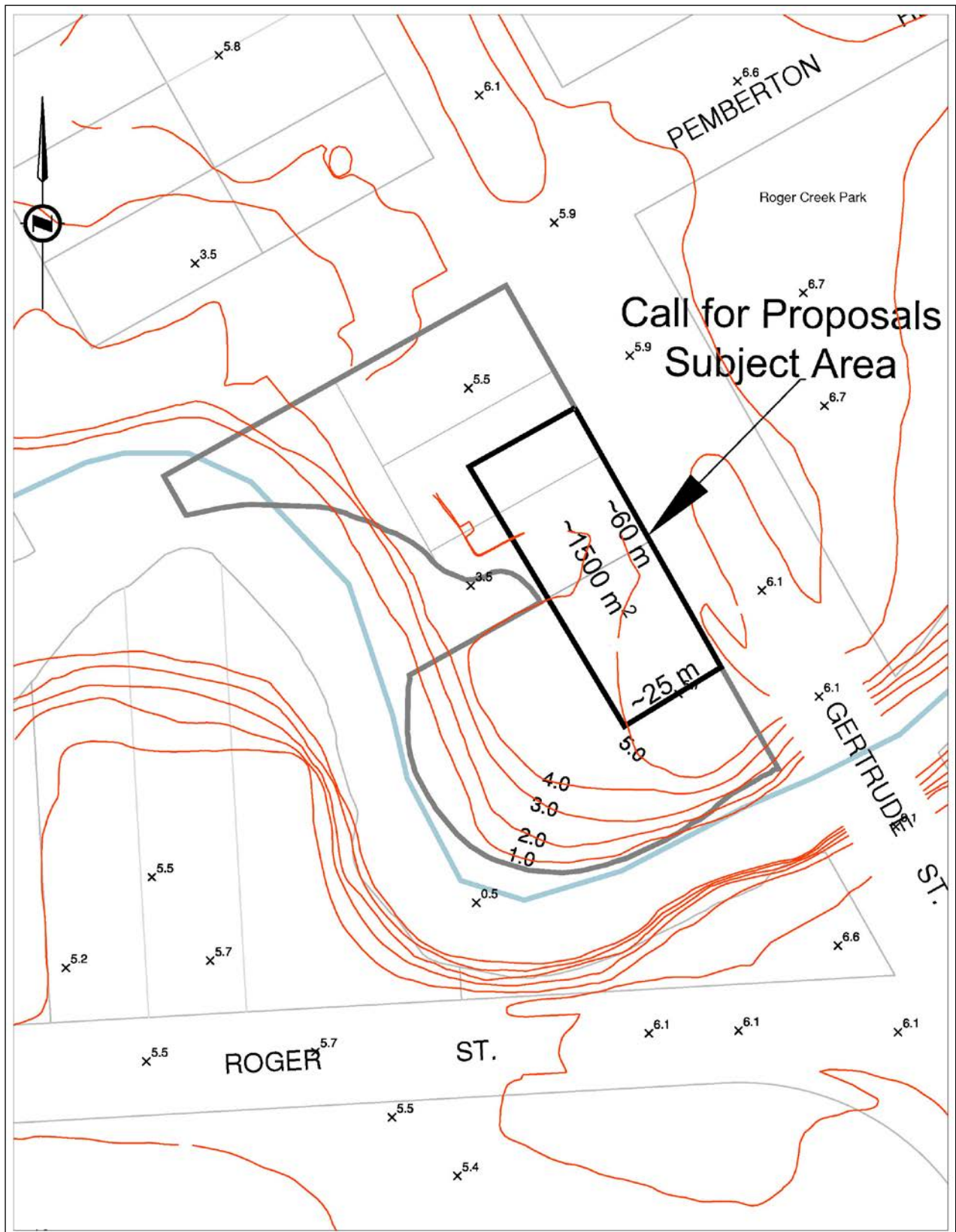


CURRENT ZONING DESIGNATION



[illegible]

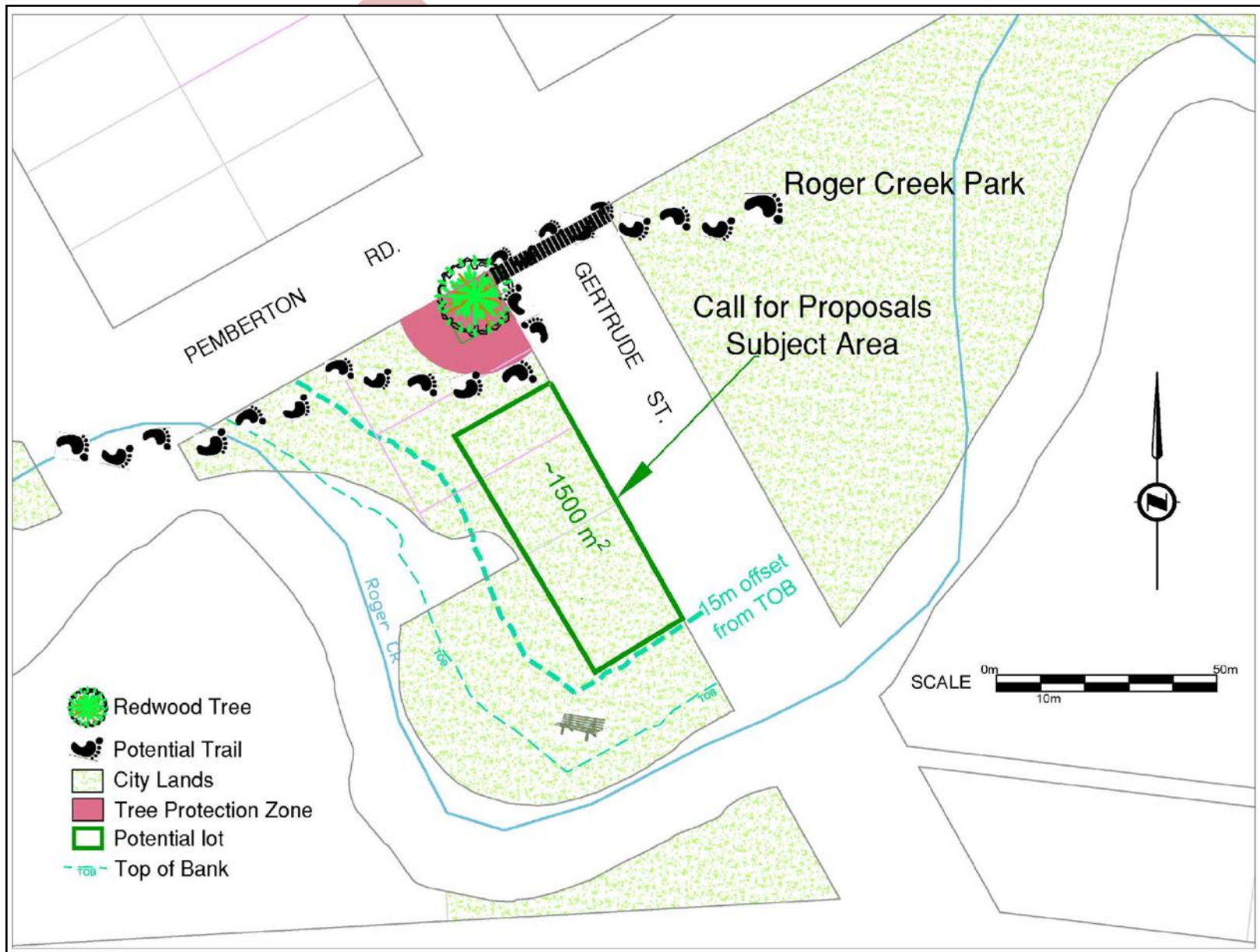
SUBJECT AREA - TOPOGRAPHY



Services Key:

- Storm Drain
- Water Supply
- Sanitary Sewer

SUBJECT AREA – CONCEPTUAL TRAIL INTEGRATION





CITY OF PORT ALBERNI

Chief Administrative Officer's Report

Date:	December 7, 2016	File
To:	City Council	
From:	Tim Pley, Chief Administrative Officer	
Copies to:	Wilf Taekema, Operations Manager	

RE:	Active Transportation Plan - Infrastructure Project
-----	---

Issue:

City Council's direction is requested regarding the submission of a grant application to BikeBC for a proposal for shared-use paths along Stamp Avenue.

Background:

The City's Active Transportation Plan was developed in 2014 to provide guidance on the City's efforts to improve our infrastructure for pedestrians and cyclists. The plan is a key component of Council's strategic objective to ensure a high quality of life through the promotion of active living.

The City was awarded a 2016-2017 cycling infrastructure grant in the amount of \$50,875 representing 50% of a \$102,000 project for the bike lane marking, signage and education. This project is 65% complete with the balance of the project to be completed in 2017 as weather permits.

The Ministry of Transportation and Infrastructure is committing a further \$8 million in BikeBC funding to communities for 2017-18, to enhance and expand cycling infrastructure such as bike lanes, multi-use paths and trails, and cycling/pedestrian bridges.

To be considered for funding, local governments must describe how their project encourages cycling, increases safety, and contributes to increased physical activity and healthy living as part of their active community plans. The ministry also looks at how a project can increase tourism cycling opportunities.

The deadline for 2017-18 applications is December 16, 2016.

Discussion:

The project that is being considered for the BikeBC grant is separated shared-use paths on the Stamp Avenue boulevards between Redford Street and Roger Street. On the east side, the existing concrete sidewalk would be widened and on the west side a new shared-use path

would be built between the Catalyst property line and the curb, extending west on Roger Street to the Mill Stones park at Victoria Quay.

The narrow Stamp Ave corridor has been identified by Cycle Alberni as one of the most dangerous routes for cyclists in Port Alberni, and as such, they support this project. This project is anticipated to be viewed positively by BikeBC as applications are evaluated on how they improve safety for cyclists and separated bike paths are identified as the most preferred project by the Ministry.

Based on a preliminary design, the estimated total cost of this project is \$200,000 of which 50% is eligible for grant funding. The City's contribution of \$100,000 is proposed to be funded by the City's Carbon Fund.

Other attributes to a project of this nature include:

- Improved streetscape of a key arterial corridor that links north and south Port Alberni.
- Enhancement and beautification of an area of the City that receives considerable attention during Thunder in the Valley events.
- The work on the west boulevard would trigger landscaping improvements to the southwest corner of the key Stamp/Roger intersection.
- The project would be a key element in creating greater connectivity between Harbour Quay and Victoria Quay.
- Would be a significant improvement for pedestrians that use this corridor.
- 2017 is the 50 year anniversary of the amalgamation of Alberni and Port Alberni. Enhancing pedestrian and cycle use of the Stamp Avenue corridor, which joins the two former cities into one, would be a fitting project for the anniversary year.

While the December 16, 2016 application deadline will be a challenge to meet, staff has identified the necessary resources to assist in completing the application in time.

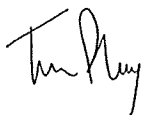
The Ministry of Transportation and Infrastructure has identified that the next BikeBC grant program will be in 2018-19.

Recommendation:

The following resolution is proposed:

That the Chief Administrative Officer's report dated December 7, 2016, be received and Council for the City of Port Alberni approve the submission of a grant application to BikeBC for separated shared-use paths on Stamp Ave between Redford Street and Roger Street, with the City's matching contribution of \$100,000 being funded from the Carbon Fund.

Respectfully Submitted,



Timothy Pley
Chief Administrative Officer

December 7, 2016

CITY OF PORT ALBERNI PLANNING AND BUILDING DEPARTMENT

MONTHLY REPORT FOR NOVEMBER, 2016

For the month of November 2016 the Planning Department reports the following significant items:

- The Building Inspector issued the full building permit for the 25 unit apartment building on 4th Avenue and Athol Street.
- City Council gave three readings to the new Bylaw Offence Notice Enforcement Bylaw.

DEVELOPMENT APPLICATION ACTIVITY REPORT		
Type	Year to Date - 2015	Year to Date - 2016
Subdivision	4	6
OCP and/or Rezoning	11	11
Development Variance	4	2
Development Permit	2	4
Temporary Use Permit	1	0
Sign Bylaw	0	0
Total Applications	22	23

RESIDENTIAL BUILDING UNITS COMPARISON		
Type	Year to Date - 2015	Year to Date - 2016
Single Family	20	33
Duplex	2	0
Multiple	37	27
Secondary Suite	4	4
Total Units	63 units	64 units

**REPORT OF THE PUBLIC HEARING HELD ON MONDAY, DECEMBER 5, 2016
AT 5:00 PM IN COUNCIL CHAMBERS TO HEAR REPRESENTATION RELATIVE TO
PROPOSED AMENDMENTS TO THE OFFICIAL COMMUNITY PLAN BYLAW AND
ZONING BYLAW**

PRESENT:

Council:	Mayor Ruttan (Chair) Councillor Alemany Councillor McLeman Councillor Minions Councillor Paulson Councillor Sauvè Councillor Washington
City Staff:	Tim Pley, CAO Davina Hartwell, City Clerk Scott Smith, City Planner

Members of the Public: approx. 50

The Chair explained the Public Hearing procedures for the meeting.

Applicant: John Jessup & Associates

1. Description of the Application

The applicant is applying to amend the Official Community Plan Bylaw and Zoning Bylaw to facilitate the expansion of the Rainbow Gardens care facility which occupies the adjacent property.

The proposed bylaws are:

- "Official Community Plan Amendment No. 23 (5350 Russell Street – Rainbow Gardens), Bylaw No. 4926"
- "Zoning Amendment No. 19 (5350 Russell Street – Rainbow Gardens), Bylaw No. 4927"

2. Background Information from the City Planner

The City Planner provided background information regarding the proposed amendments by way of summarizing his report of November 28, 2016, attached hereto and forming part of this report.

3. Correspondence

None.

4. Input from the Public regarding the Bylaw

John Jessup, Applicant, advised that the proposed development is 20 units of one bed housing, roughly 550 sq.ft./unit which will accommodate either couples or single seniors. The units are intended to support seniors with annual incomes of between \$15 and \$30,000.

He advised that if approved, planned construction would begin the Fall of 2017 with 20 new units being completed by Fall of 2018.

Mr. Jessup said he recognizes the difficult decision between a park and affordable housing and suggested the proposal of an intergenerational park on a portion of the property to accommodate both seniors and families is a compromise. He indicated the area will be fenced, landscaped, and will be a safe environment. He indicated childrens' park equipment and pickleball may be delayed due to funding and that the focus will be on affordable housing for seniors in the Valley. He suggested they will approach other potential funders for child play apparatus.

He noted the proposal is for a single storey structure with a double loaded corridor which they feel will blend into the primarily single family home neighbourhood and the potential for 8-10 additional units in the future.

Monique Begg, 5401 Westporte Place, opposed the application and the sale of the land stating the Westporte subdivision represents the ideal place to live encompassing all elements that make a great neighbourhood.

The letter dated December 5, 2016 from Monique Begg is attached hereto in its entirety and forms part of the record.

John Bennie, 6110 Westporte Boulevard, expressed opposition and objection on behalf of himself and his wife to the development application urging Council to review previous submissions made during the previous rezoning application.

The letter dated December 5, 2016 from John and Karen Bennie is attached hereto in its entirety and forms part of the record.

Mr. Bennie read a letter from his wife **Karen Bennie** (attached hereto and forming part of the record) asking that Council put the rezoning off until there are actual plans, measurements, park designs and traffic studies and take the time to go back to minutes of past meetings and read letters.

Dorothy Patterson, 5559 Woodland Cres. W., said she understood the controversy. She said she is an RN and works as a seniors nurse consultant in the lives of the frail and elderly. She indicated we are in dire need for complex care beds and noted the current crisis and the heartbreak of families when their loved ones are forced out of town for care. She indicated Rainbow Gardens is the first place that has come up with a solution and that complex care/subsidized housing often has to be added to current facilities. She felt more details need to be in place but this is a good place to start. She commented on the fact that peoples' lives can change in a moment and stated the importance of couples being able to stay together.

Roland Goehl, 2752 14th Avenue stated he was glad Rainbow Gardens had come forward. He commented on his experience with colon cancer and being in hospital where there were not enough beds due to the amount of people who should be in care homes. He stated the elderly were as important as children.

Rob Ackerman, 6120 Westport Boulevard advised that one of the deciding factors in purchasing his home was the park. He indicated that while he sees a need in town for a facility, this proposal is a drop in the bucket and will not meet the need.

Don Langlois, 5496 Westport Place, stated his objection to the rezoning and commented there won't be a park left after 20 units are built. He expressed his displeasure at the sale of the property for \$163,000.

Gerry Walerius, 5367 Russell Street, provided his reasons for opposing the rezoning by reading his letter dated December 4, 2016 attached hereto and forming part of the record.

Daniel Watts advised he is closely associated with Rainbow Gardens and supports them 100%. He stated they were offering a good thing for the entire City in offering homes for the elderly.

Phil Classen, 5456 Westport Place advised that the park was a major decision in the purchase of their house noting his 9 year old daughter plays there probably 5 days per week.

Sarah Classen, 5456 Westport Place advised she is a LPN and knows there is a need for beds. She suggested that the proposed 10 complex care beds were in the wrong place.

Donna Black, 5455 Woodland Cres. E. asked whether the park would be fenced and stated security checks would be needed. She also commented on the cost of the land stating it works out to \$47,000 per lot.

Ray Kirouac, 5464 Westporte Place suggested Council walk in the area and count the kids playing there. He commented on the City's lease of the property and asked who was paying the taxes on it and who would reimburse the people losing value.

Nancy Czigany, 38-5558 Beaver Creek Road advised she brings her kids to Westporte Park commenting on the good visibility and safety of the park. She also advised of her 25 years working in long term care and that being involved with Pioneer Towers, Heritage Place and Abbeyfield, she knows the need, however, feels this project is inadequate to meet the needs of the community.

Her email letter dated December 5, 2016 is attached hereto and forms part of the record.

Shaunee Casavant, Director of Care and Administrator of Rainbow Gardens Facility said Rainbow Gardens is known for the best care. She commented they already own the land; they have a good plan; they have been approved by BC Housing and they have invited input. She confirmed they do not choose who lives at Rainbow Gardens – the Health Authority decides the priority. She advised this proposal will be meaningful to 10 people whose lives count.

Ben David, said Rainbow Gardens is about people, they create employment. He commented that the 20 units are for people who need to live somewhere.

Peter Burton, 5465 Westporte Place stated that the residents are not unreasonable people and care very much. He advised they like their park and that this is the wrong location in their minds. He felt Council should be thinking bigger; better.

Derek Appleton, 9597 Sproat Place, Chair of the Building Committee, reminded Council this is a land use issue and advised that Rainbow Gardens wants to work with the community. He said they have never said they don't want a park – they want to develop that park.

Derek Reddick, 5413 Woodland Cres. W said he has a young family and that while seniors care is important, should land be taken away from our children. He asked if the plan for another park was still on the table.

Wendy Friberg, 5415 Woodland Cres. E. said she was disappointed there was not more complex care. She expressed her concern over deals being done in-camera behind closed doors. She asked whether due diligence has been done.

Hazel Fortais, 5442 Woodland Cres. E. questioned the 20 low cost rental units as she understood the funding was for 9 long term care beds.

Les Sam, 6850 Pacific Rim Hwy said he was a former Tseshaht Councillor and supported the application. He said it would be a nice, affordable place for seniors and that he welcomed the opportunity for development and employment of young people.

Arnold Begg, 5401 Westporte Place spoke at length about the previous rezoning application and their willingness to get involved and find a way to do things. He said they were proud to be neighbours of Rainbow Gardens but they were against losing the park and upset by the lack of consideration he feels was shown by Council.

5. Late Correspondence Regarding the Matter

Eleanor Peterson, for FW Stuef and family, 6110 Russell Place dated December 5, 2016 (attached hereto and forming part of the record) expressing concern regarding the expansion of Rainbow Gardens care facility onto the only park and open green space in the area.

6. Questions from Council:

None

7. Calling for any Further Input:

The Chair asked for any further input from the public. There was none.

The Chair called a second time for input. There was none.

The Chair asked for input for a third and final time. There was none.

8. Closing Remarks by the Chair:

The Chair made closing remarks on the matters of the public hearing.

It was moved and seconded:

That the Public Hearing terminate at 6:48 pm.

CARRIED

Pursuant to Sections 464, 465 and 466 of the *Local Government Act*, I hereby certify the foregoing to be a fair and accurate summary of the representations made at the Public Hearing held December 5, 2016 regarding:

- "Official Community Plan Amendment No. 23 (5350 Russell Street – Rainbow Gardens), Bylaw No. 4926"
- "Zoning Amendment No. 19 (5350 Russell Street – Rainbow Gardens), Bylaw No. 4927"



Davina Hartwell
City Clerk

J:\Clerks\PublicHearing\2016\5350RussellStreet_RainbowGardens\Report_tf.doc

Dec. 05, 2016

To: Mayor and Council

cc. City Clerk

To: Mayor, Councillors, City Clerk,

Regarding Westporte Park sale and acquisition of new lands

My husband and I oppose the applications from Rainbow Gardens and the City of Port Alberni Rezoning changes bylaws to sell Westporte Park land and the designation changes from Parks and Recreation P2 to Institutional P1.

The Westporte subdivision represents the ideal place to live. Westporte Place was designed and well planned and it encompasses all the elements that make a great neighbourhood.

It includes a mixture of living choices ranging from single family homes, townhomes, self owned and rental condominium including a Community Living home with 24hour care. In their brochures, Rainbow Gardens once again wishes to develop our park.

Westporte Place Park is the heart of our neighbourhood for young and old. It is a green space with a selection of benches, hockey and basketball area, monkey bars, slide, as well as many other amenities. It is secure for our children as the park is bordering front facing and backyards and is seen from the adjacent streets. People of all ages utilize the park on a daily basis to either, contemplate, read, exercise, play and is wheelchair accessible.

Port Alberni prides itself with green spaces, trails, outdoor activities, as well as attracting older citizens to move here. I question the rational of the city planner and the planning committee to take a well functioning active park away for the Rainbow Gardens project.

According to Port Alberni property for sale report, the city offers many properties advertised on their site that are better suited for a larger project like Rainbow Gardens's development.

For instance: School District property, 4000 Burde, 22.7 acres already P1,

North Island College, 3699 Roger, 10.6 acres already P1, and many more.

The Official Community Plan which is the guiding light for all land usage touching all aspects of development while protecting its natural attributes. The City does not appear to follow their own Policies in regards to Rainbow Gardens.

Council Policy for Parks and Open spaces reads:

Parks will be located in prominent locations designed to act as a focal point for the neighbourhood they serve. Public land identified for park and recreation shall be protected from incompatible purposes and be protected from land that are visually intrusive, noisy and or impede access.

New park and upgraded park shall be designed and planned in consultation with the community.

The city shall continue the 5% parkland dedication requirements or cash equivalent through the building approval process in order to acquire land for parks and open spaces. We need our park!

Per OCP, Institutional uses will be permitted in areas designated as INS on Schedule A

Multi Family Residential shall be designated to control the form and character of the existing adjacent neighbourhood.

It also should be located within walking distance of all facilities like stores, commercial, recreational , community scale parks, should also be located near transit to reduce traffic from impacts on local roads like Hwy 4.

The closed schools and the old High School properties would accommodate several levels of care housing for our seniors.

We understand the necessity of this project but not at the expense of a park!

A green space lost is gone forever!

The park area offered by the City of Port Alberni to replace Wesporte Park, is not suitable and certainly not appropriate for a children's playground!

I attended the Open House at Rainbow Gardens, I was once again disappointed that there were no representation from the City Council, Staff and I heard that the Mayor had attended earlier in the day.

Unfortunately, no official representative from the City of Port Alberni Planning Department or Council Members were in attendance. The information given by the Rainbow Gardens representatives and their brochures left us with more questions than answers. ~~The project is not~~

What happened to the transparency promised by our elected Mayor and Council?

6110 Westporte Boulevard,
Port Alberni, BC
V9Y 8E6
December 5, 2016

Mayor and Council,
City of Port Alberni,
4850 Argyle Street,
Port Alberni, BC
V9Y 1V8

Dear Mr. Mayor and Councillors:

Re: Development Application – Westporte Park Rezoning
Applicant: Westcoast Native Health Care Society (the "Society")

We wish to express our opposition and objection to the above-noted Application, which is set for public hearing on December 5, 2016.

As residents of Westporte Place, we are back before you once again approximately eighteen months after this Council voted down the application to rezone our Westporte Park, after consideration of a substantial body of written and oral submissions were made, outlining the many benefits and design features of the park for the community. I would strongly urge you, Mr. Mayor, and all members of council to review all of those submissions in the archives once again, or at the very least cast your minds and memories back to those arguments and observations in favour of keeping the park as it is, and not grant a rezoning. For your information, I'm attaching our written submission dated March 11, 2015. We feel that the points made then still ring true and are valid today.

As we see it, there are two major differences between where we were in March of 2015, and where we are today. Firstly, the Society now owns the park property and has leased it back to the City for the time being. Secondly, we are informed by the media through press releases that the Society has secured \$2.7 million dollars from BC Housing for 20 affordable housing spaces for seniors, as well as 10 complex care spaces for seniors.

As to the first point, I cannot leave this proceeding today without expressing my deep-seated disappointment and sense of betrayal by this council, in selling the park property to the Society this past spring, after consideration of the issue in in-camera meetings, and without any sort of consultation with the Westporte neighbourhood in particular or the community as a whole. We were simply led to believe that parks were "sacrosanct", and that the City was looking at an RFP for the tract of land to the east of

Westporte Place towards Golden Street, to be used for a housing development and potentially a park to replace Westporte Park. What happened? The park was sold, the RFP idea shelved, and now no promise whatsoever (or even a reference to) any sort of replacement park! As you have heard or may likely hear from others on this point, shame on you!

As to the second point, the fact that the Society has received funding is certainly good news for the community, and for the issue of seniors housing. However, it does not necessarily mean that the Society has to limit its vision of expansion by applying the money to expansion on the Westporte Park property. It could apply those funds to expansion using other available properties in the community – again the old ADSS lands on Burde Street come to mind – sell the Westporte lands back to the City to retain our park, and use those monies along with the BC Housing funds for a more ambitious expansion of seniors housing. I guess it comes down to the old cliché “Go Big or Go Home”, to some extent.

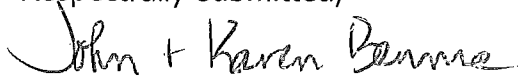
We feel that insufficient, or in the alternative, any consideration has been given to the increase in traffic flow and density that will result on Russell Street and Russell Place as a result of the Society’s expansion plans as we understand them at this time. We are told that 20 550 square foot affordable senior housing spaces will be created, each suitable for one or two people. That adds 20 to 40 people to the area – each with family and friends to visit – not to mention their own vehicles that they may have, and then staffing needs. The other 10 complex care beds would also come with friends/family/staffing needs and vehicle requirements and.....well you get the idea.

There certainly will have to be fair consideration given for a traffic light at River Road at the foot of Russell Street, not to mention possible routing of public transit into the Westporte Place area, to permit the seniors living in the entire complex that do not have vehicles of their own to get into the downtown area for errands, appointments and other tasks.

However, Mr. Mayor and Council, if you are convinced that the rezoning should proceed as sought by the Society, then we implore you to add a condition for either you as the City, or in alternative the Society, to construct a replacement Westporte Park, either concurrently with or prior to the construction of new facilities on the present Westporte Park property planned by the Society.

Thank you for your consideration of our views.

Respectfully submitted,



John and Karen Bennie

Mayor & City Counsel

I am asking my husband to read this as I am not sure I can either read it respectfully or gracefully.

My husband and I helped raise over 35 high risk youth over a period of 13 years, during that time I personally attended a few visits with some of our youth to visit family members and elders. *at Rainbow Gardens.*

I love the work Raindow Gardens does for seniors, I applaud them as with any senior facility in Port Alberni.

I enjoy visits in the park with a few of the elderly residents when I am out in the park with our little dog. There is one particular lady who has taken pictures of our little dog. I see George almost every morning on my way to work, and he I exchange hello's and short conversations. The one gentleman who struggles up that hill every day in his wheel chair and I have asked him if he needs help and he always gives the thumbs up. Not sure if I am strong enough to push him up.

That park is more than a chunk of land, it means more to me than the price of my home. I am not going to be able to take my home or money with me when I leave this earth. I will how ever take all my memories with me. My husband and I bought our home 20 years ago to blend our 2 families together. That park was a huge selling feature for us. My kids used that park for many things, one was practising their golf swings, playing baseball, our dogs learned how to fetch there. We played hockey on that cement pad. It's not just a play ground, it's a meeting place of new neighbors who have moved in.

My question to you is.... Now that you have \$ 163,000 dollars, that is supposed to be set aside for future park replacement according to the community charter, when will I see our new park being built possibly across from my home at 6110 Westporte Blvd.

I am not going to let a very poor misguided decision from our City Counsel take much more of my emotional time, I believe life is way too short to carry on bitter

feelings. I do however say in the 13 years that I helped raise over 35 high risk youth I never ever went back on my word to them. When I said we would be doing anything or they would be receiving something. I never went back on my word to them ever. I helped advocate with them with school, family and Ministries. I always told them the truth and kept my word.

I am asking you now. Keep your word, the 6 to 1 word where you said our park was sacred and should be saved. Everything I have seen and it's been very little on what they are proposing. It has gone from a pickle ball court to 1500 square foot park. Nothing Concrete, Nothing solid, Nothing that I can count on.

Put this re zoning off until there are actual plans, actual measurments, actual park designs. Actual traffic studies.

Take some time go back to all the minutes of past meetings, read our letters,

You need to look at what this community really needs, we need complex care, serious care for seniors, the ones that cannot take care of themselves.

The little piece of land will not put a dent into that need.

Once again, Please do not go back on your word

Karen Ben

KAREN BENNICE

6110 Westport Blvd.

1000 Pt. Alberni BC.

V9Y 8E6

LATE ITEM
December 5, 2016 5pm
Public Hearing
Item 5.2

December 4, 2016

Mayor Ruttan and City Councilors,
City of Port Alberni
4850 Argyle Street
Port Alberni, B.C.

Re: Rezoning of Westporte Park

Dear Mayor Ruttan,

Here we are again on the rezoning of Westporte Park, which was defeated by City Council March 26, 2015 in a 4-3 vote to defeat the bylaw to amend the zoning that would allow for the expansion of Rainbow Gardens.

I cannot believe that this is happening again - from the first public meeting, March 16, 2015 to the sale of the park July 18, 2016, I've been watching this all unravel and not for the benefit of Westporte Park and the residents of this community. See Item (A) AV News Article, March 26, 2015

For the City to blind-side the residents of Westporte Place with the sale of the Park, is just unfathomable. Such depths you went to, to sneak around and sell the land, when the residents still believed that the City was looking at an RFP for the City owned land which would see a housing development and a park (to replace Westporte Park), as discussed in early 2016. Sold without consultation or approval of the Westporte Residents. Now we all know how the First Nations feel when they haven't been consulted. Shame on you!

The residents of Westporte Place are now subjected to yet another Public Hearing to repeat the exact same reasons why we did not want our Park sold and rezoned in the first place.

The previous two times a replacement park was mentioned: (1) Land off Georgia/access by Oxford, (2) Park in newly proposed subdivision. This time, there is no alternative park planned, or did I miss that meeting or will it be discussed on Monday, December 5th?
See (B) Community Charter – Property Disposal

The reasons I dispute the rezoning on the Westporte Park are:

1. Replacement Park:

City council previously mentioned replacement parks and this time, no mention has been made.

- a. Originally there was a Replacement Park planned for: Georgia Street with additional access by way of Oxford. This was not a good plan.
- b. Next came the RFP development of City Land at the end of Russell Street and Westporte Blvd. After the sale of the Park to the WestCoast Native Health Care Society (WCNHCS), City Council placed the RFP on hold and since then a NEW park has not been mentioned. (September 15, 2016)
- c. Question: Is City Council relying on the WCNHCS to provide a very small percentage of Westporte Park for the residents of Westporte Place?

i. I Do not support this for two reasons:

1. The size of the land to be set aside is approximately the size of 2 city lots,
and using the size of our current lot sizes, this is NOT acceptable
2. Also, there is NO Guarantee that the park space set aside by the WCNHCS
would remain Parkland – it too may be considered for MORE seniors housing in another Phase.

Recommendation:

That City Council use the \$163,000 from the sale of Westporte Park to create a NEW Park in our subdivision. Suggestion: End of Russell Street, up to Oxford Street.

2. Increased Traffic:

Increased Density resulting in more Traffic Congestion with the new construction:

The WCNHCS is looking to expand their facility by:

* 30 Senior/Disabled low-income housing units, suitable for up to 2 people.

* 10 Complex Care Beds

Increase density by:

Low income housing – 20 to 40 people

Complex Care – 3 to 4 staffers/shift

Visitors – day/night (increased)

i. The issue of Traffic has not been addressed by WCNHCS or City Council.

1. In the morning, 7:40AM, traffic is steady from Sproat & McCoy Lake roads

Which can result in approximately a 3 to 5 minute delay to access Hwy.4

2. In the summer, anywhere from 11 AM to 4PM, the traffic is steady in both directions, which can result in a delay to access Hwy.4 by sometimes

5 minutes or more.

Recommendation:

That a traffic light be set up on Hwy. 4 & Russell Street (to dangerous for a light at Hwy. 4 & Falls Road due to the positioning of the bridge & bus stop).

With only two departure roads from Westporte Place this makes it very difficult for all Residents to make their way out of the sub-division. The two roads are: Russell St & Hwy 4 and Oxford & Falls Road.

ii. Emergency Exit from Westporte Place for all residents:

1. In case of an emergency such as a Tsunami or Forest Fire, ALL residents are left with only one road to depart the subdivision, Oxford to Falls Road. Russell Street & Hwy 4 are in the Tsunami zone and may not be accessible.

How will all the new residents of WCNHCS (20 to 40 new residents) and all the residents of Westporte Place evacuate? Tsunami Zone ends at Georgia Street.

Recommendation:

A NEW Road needs to be punched through to Golden (Tsunami Zone)? To Falls? To Georgia? To aid in the evacuation of all the residents from WCNHCS low-income seniors housing and the residents of Westporte Place.

- iii. Problem of drivers taking the incorrect exit of Hwy. 4 onto Russell Street: As we all know, drivers make wrong turns. When this happens the drivers will be driving up Russell Street from Hwy. 4 only to find themselves in a sub-division with more traffic and pedestrians in the area.

Recommendation:

That the end of Russell Street be changed to provide a turn-around area (end of Russell Street & Westporte Blvd).

- iv. Bus Stop:

Due to the type of accommodations (seniors low-cost housing), will transportation by City Transit be available?

Already, I see folks from Assisted & Complex care, either walk, use a wheelchair or walker to navigate the steep hill on Russell Street to Hwy 4. There is NO Sidewalk available to them and during the winter

months this is extremely dangerous due weather conditions & when drivers reach the crest of the hill.

Recommendation:

- 1. That the City create:

- a. a sidewalk for the seniors and disabled to use from Russell Place along Russell Street to Hwy. 4.
- b. Crosswalks also need to be added at the bottom of the hill and also across to the other side of Hwy. 4 to attach to the side walk on the river side of the road.
- c. On the other side of the highway a proper sidewalk needs to be laid from Riverbend Store to Riverbend Park where the bus stop is, so the the new low-income seniors can access transportation to the city amenities (groceries, entertainment, shopping, hospital, doctors).

- 2. or the City should consider bus service into the subdivision with a bus stop at the corner of Russell Street and Russell Place.

3. Proposed Accommodation:

The WCNHCS has been approved by BC Housing for \$2,700,000 to construct 20 low-income accommodation along with 10 complex care beds. I would like to make the following comments:

I sit on the Alberni Valley Senior Citizens Homes Society (AVSCHS). Our Board provides independent rental housing for seniors in our Community. *What I see is a need for more*

Assisted Living and Complex Care beds as a way reduce the strain on our local hospital, not

additional low-cost housing for seniors. I see too many seniors, who are no longer capable of

living on their own with minimal care provided by Community Care & other private providers.

Many of the seniors are stuck in independent living, who really need to move to the next level of care, such as Assisted Living with round the clock care.

4. What will WCNHCS construct on Westporte Park:

An open house was held to present the abstract drawing of what the WCNHCS project. My wife

spoke with the directors of WCNHCS following the Advisory Planning Committee meeting this

Fall, and they mentioned that the drawing could change from a building to 4-plexes. If the

concept changed to 4-plexes, then the footprint on the park will increase, thereby *decreasing*

whatever space was set-aside for the park.

Not knowing what WCNHCS will build is a concern.

5. Target Clients:

WCNHCS has been awarded by BC Housing, \$2,700,000 for the construction of "Affordable Rental Housing". There is nothing that says it's for Seniors Only.

WCNHCS has mentioned that their "Target Client" is: Seniors and disabled individuals (*no age specified*) including those who require complex care.

As there is **NO GUARANTEE** that the "*Affordable RENTAL Housing*" will be Seniors Only, and for this reason I remain OPPOSED to this development on Westporte Park.

6. Westporte Place & Low-Income Housing Future Tax Revenues:

Attached is a spreadsheet created from BC Assessments & City of Port Alberni websites

2015 Assessments & Tax Revenues:

Westporte Residents (29) that border on Westporte Park:

Assessed Property Values: \$5,663,600

Taxes Paid: \$72,862.77

Westcoast Native Health Care Society – Rainbow Gardens:

Assessed Property Values: \$3,949,300

Taxes Paid: \$3,353.71

Future Tax Base:

Through a Real Estate Agent, I've heard that Property Values for residents that are within 75m of Westporte Park, may see a decrease in their assessed values of up to 10%.

2015 Assessed Value: \$5,663,600 could be reduced to \$5,097,240

This may have an affect on Tax Revenues for the City of Port Alberni

Type of accomodate funded by BC Housing for WCNHCS is for:

Low-income & disabled.

This type of accommodation may qualify WCHNCS for a "Permissive Tax Exemption", resulting in "Zero" Taxes paid by the Society following the construction on Westporte Park.

How will this benefit our Community - Reduced Westporte Place tax assessments & taxes and a granting of a "Permissive Tax Exemption", with no guarantee of any job gains, except during the construction stage and will this even be a Local Contractor using Local supplies?

7. Previous Letter submitted March 15, 2015 prior to the First Public Meeting on the issue of selling/rezoning:

My other reasons for not rezoning were mentioned in my letter prior to the first Public meeting. I'm attaching it for your review.

Attached - March 15, 2015 Letter submitted prior to First Public meeting.

In Conclusion:

I've brought forward many points for Mayor and Council to consider before the vote takes place on whether to ReZone Westporte Park or not.

What it boils down to is, can the City of Port Alberni afford to rezone Westporte Park?

Can the City afford:

1. Additional costs for the rezoning to house seniors & the disabled:
 - a. NEW Replacement park for Westporte Place Subdivision
 - b. NEW Emergency Exit roadway from Westporte Place to Golden, Falls, Georgia????
 - c. Sidewalks – (1) From Russell Place, down Russell Street to Hwy. 4

(2) along the opposite side of Hwy. 4 from Riverbend Store to Riverbend Park where the Bus Stop is.

- d. Traffic Light – for seniors & disabled to cross Hwy.4 safely
- e. Crosswalks – (1) from Riverbend Store to opposite side of the Hwy. 4
(2) from Riverbend Store to current sidewalk on Hwy. 4
- f. Creation of additional Transit Services: Bus Stop in the Subdivision or better access along River Road to the bus stop and increased Bus Services during the week & weekends.

2. To Loose Tax Revenue:

- a. Can the City afford to see Property Assessments & corresponding taxes decline on the residential homes surrounding Westporte Park?
- b. Will the City be faced with an application for “Premissive Tax Exemption” for the construction of Low-Cost Housing on Westporte Park resulting in “Zero” taxes from the Low-Cost Seniors Housing Project.

Mayor and Council should consider all these items PRIOR to voting on these by-laws, knowing also that the residents of Westporte Place will not be interested in a tax hike to cover the costs associated with the new construction on OUR Park (as listed above). I also ask that you recall your reasons as to why you voted 4-3 to defeat the original re-zoning of Westporte Park on March 26, 2015 and vote as you did at that time as the elements of the argument have not changed.

Regards,
Gerry Walerius
5367 Russell Street
Port Alberni, B.C. V9Y 8E4
250-724-5134

Item (A)

Alberni Valley NEWS

City shoots down Westporte sale

- by Katya Slepian - Alberni Valley News
- posted Mar 26, 2015 at 12:00 AM— updated Apr 13, 2015 at 4:18 PM

Port Alberni city council has defeated a proposal to sell Westporte Park to the Westcoast Native Health Care Society for expansion of Rainbow Gardens.

Council voted 4-3 to defeat a bylaw amendment that would have allowed the expansion of Rainbow Gardens to continue. The vote followed a public hearing the week prior.

While Coun. Ron Paulson emphasized that he learned a lot at the public hearing on March 16, he said he felt let down by how it ended.

“I will scold people, I was very disappointed with the way the meeting degenerated towards the end.”

Paulson was also disappointed with Rainbow Gardens’ lack of a business plan.

Coun. Denis Sauve said at the council meeting that Rainbow Gardens never contacted Island Health about their expansion plans.

“Pretty much nobody knew anything about the expansion.”

Sauve said that although he believes more seniors housing is essential, he doesn’t feel that the independent living facilities that Rainbow Gardens had planned were what the city needs.

“What they need is acute care and assisted living which was never mentioned.”

Coun. Sharie Minions took issue with the location of the proposed replacement park.

“I really don’t feel that the selected location for the new park is a suitable location for a playground.”

Minions also didn’t feel like it was fiscally responsible to spend more money on building a new park than the \$163,000 the city would receive from the sale of the existing Westporte Park.

Minions said that while she fully supported Rainbow Gardens’ plans, she felt that other expansion options should have been more thoroughly explored.

“Selling off the park should be a worst case scenario,” Minions said. “We haven’t completely done our due diligence.”

Coun. Jack McLeman said that while he agreed with Rainbow Gardens’ need to expand adjacent to where they are, he “did not like at all any of the suggested places to put the new park.”

"For me, park space is sacrosanct and something that's difficult for a city to get in the first place," said Mayor Mike Ruttan. "I fully understand the need for seniors housing but I know that there are other options in terms of locations for seniors housing."

Council ended their discussion with a call to action for Rainbow Gardens and the residents of Westporte to come together and work out a solution.

"Dwell on the solution and not the problem," Paulson said. "We're all in the same community, no villains in this one."

ITEM (B)

Community Charter

Property Disposal

Municipalities have "natural person powers," or broad powers of a corporation. One of the things natural persons can do is acquire and dispose of real property. As well, Part 3, Division 3, (Municipal Property) of the *Community Charter* sets out additional powers and some limitations with respect to property disposition. The broad power of property disposal provides municipalities with the flexibility to dispose of municipal assets in ways that best suit the needs of their communities.

What is required

Some of the highlights of the broad power of property disposal include the following:

Disposal can be by bylaw or by resolution.

Council can dispose of most property without providing notice. However, before council can dispose of **land or improvements**, it must publish public notice of the proposed disposition in accordance with section 94.

In the case of land or improvements that are made available to the public for acquisition, the notice must contain the following:

- a description of the land or improvements;
- the nature and, if applicable, the term of the proposed disposition;
- the process by which the land or improvements may be acquired.

In the case of land or improvements which are not available to the public for acquisition, the notice must include the following:

- a description of the land or improvements;
- the person or public authority which is to acquire the property under the proposed disposition;
- the nature and, if applicable, the term of the proposed disposition;
- the consideration to be received.

Council is not legally obligated to place the proceeds of property sales in a reserve fund except in the case of:
the sale of parkland dedicated on subdivision or received in place of a development cost charge; or
the sale of closed roads which provided access to a body of water.

[Top](#)

In a number of cases, specific powers and restrictions in relation to disposal of properties are unchanged. These include:

Exchange or disposal of parkland: Because of the significance of parks to community values, there are special provisions. Two cases need to be distinguished here:

Parkland dedicated on subdivision: Elector approval continues to be required for disposal of these parklands (section 27). All proceeds from sale must be placed in a parkland acquisition reserve fund;

Parkland dedicated by bylaw: Elector approval is required to remove the dedication (section 30). Once a dedication is removed, the municipality could dispose of the property under regular land disposal rules.

Disposal of water and sewer systems and other utilities: Special rules are laid out in section 28 for sewer and water systems and other specified utilities (e.g., gas and transportation):

Sewer and water systems: These are core municipal services with high visibility and strong community interest. Council can only dispose of operating water and sewer systems where there is assent of the electors and where an agreement is in place to ensure that the water or sewer service is continued.

Other utilities: Council can only dispose of these with approval of the electors, which means either a vote or an alternative approval process.

Disposal of municipal roads: New specific provisions are provided since municipalities now have title to roads (sections 40 and 41). However, the general rules for disposing of closed and undedicated roads remains the same as for disposing of land.

Municipal forests: The rules for municipal forests are detailed, specific and, in practice, limited to a few municipalities. As a consequence, section 307 of the *Local Government Act* continues to govern disposal of municipal forest lands.

Disposal of assets acquired using provincial grants: Section 12 of the *Community Charter Transitional Provisions, Consequential Amendments and Other Amendments Act, 2003* continues the requirements formerly contained in section 189 of the *Local Government Act*, but only in relation to grants provided prior to January 1, 2004.

Disposal of lands obtained by tax sales: These continue to be governed by Part 11, Division 8, Annual Tax Sale of the *Local Government Act*.

Top

Specific rules regarding expropriation by municipalities and compensation for property expropriated are contained in *Community Charter, Part Division 4*.

When to consider

Municipal lands are a valuable resource. They are a strategic community asset which can be used to achieve a variety of municipal objectives. Land resources can be used for public purposes: roads, parks, schools and community facilities. They can also be sold, leased or otherwise disposed of in various ways - for example, in a partnering agreement. Disposal of municipal lands can create an important revenue source, yield new development, produce additional property tax revenues, facilitate creation of municipal assets and contribute to community development objectives. This must be balanced against a municipality's purpose, under the *Community Charter*, to provide "for stewardship of the public assets of the community."

It is important that disposal of municipal land resources are considered in the context of the overall policies of the municipality, including:

The Official Community Plan, which establishes long-range physical development goals and objectives;

The five-year Financial Plan, which includes identification of capital expenditures and proposed revenue sources;

The Annual Report, which sets out municipal objectives, establishes measures and reports on progress.

These are the fundamental policy documents of council and are important touchstones for municipal policies and actions in all areas.

[Top](#)

What to consider

In addition to the context set by these three documents, other considerations in developing policies include:

To whom is council going to dispose of land?

If land is being disposed of to a business, council needs to be aware of the prohibition against assistance to business: “council must not provide a grant, benefit, advantage or other form of assistance to a business,” unless specifically provided for ([section 25](#)). Assistance includes disposing of land or improvements for less than market value.

If council wishes to dispose of land below market value to assist a business it can only do so in the context of a partnering agreement ([section 21](#)). A partnering agreement enables a person to provide a service on behalf of council. Council must provide prior notice of its intention to provide such assistance ([section 24](#)).

If lands are going to be disposed of to a non-profit organization, council may want to have a consistent policy to guide these decisions to ensure fairness to all groups (e.g., for what purposes will it dispose of land; to which type of non-profit organizations; for what consideration).

If council proposes to dispose of land below market value to non-profit organizations (e.g., to encourage an affordable housing project), it must provide prior notice of its intentions to provide this form of assistance ([section 24](#)).

[Top](#)

What process is council going to use to dispose of land?

Councils have choices to dispose of land by public offer or by direct offer to a single person or organization. Councils may want to start with a policy that all property should be offered for sale by public offer unless there are strong identifiable reasons to make an exception. For example, council may decide a direct offer is appropriate when:

- Selling a closed road to an adjacent property owner;
- Leasing land as part of a private-public partnership;
- Selling land to the regional district for the regional water supply service;
- Exchanging land as a component of a comprehensive urban redevelopment project;
- Leasing land under an agreement with a non-profit housing provider to develop affordable housing.

What is council going to do with the proceeds of property sales?

Subject to the exceptions noted earlier, municipalities have almost complete discretion to make decisions on the use of monies gained from disposal of lands. In exercising that discretion, some considerations for council include:

- What is the nature of the money received (i.e., is it extraordinary, one time or an on-going source of revenue?)
- Can it be relied upon for on-going operating revenues?

If placed in a reserve fund, what would be the purpose of the fund?

Please direct questions or comments to [Advisory Services Branch](#).

•[Top](#) •[Copyright](#) •[Disclaimer](#) •[Privacy](#)

•[Feedback](#)

Westporte Place Residents & PARK

July 2015 BC Assessed Values

Notes:

1. 2016 BC Assessed Values not available until January 2017
2. The following are residents that directly border on Westporte Place Park
3. A RealEstate firm suggested that property values with 75m of the park could result in a 10% decrease in Property Values.
4. Taxes: 1-Residential

Russell Place:	Prev. Year	Assessed Value	Comments	2015 Taxes	Potential decrease of 10% in Property Values
6110	2015	86,300	(House Burnt/now rebuilt)	\$1,158.99	(8,630)
6120	2015	203,800		\$2,705.95	(20,380)
6130	2015	179,800		\$2,367.19	(17,980)
6140	2015	235,600		\$3,124.61	(23,560)
Sub-Total		705,500		\$9,356.74	(70,550)

6151	2015	3,949,300	R.Gardens-Nursing Home	\$3,353.71	
------	------	-----------	------------------------	------------	--

Russell Street					
5303	2015	178,600		\$2,374.17	(17,860)
5311	2015	398,500		\$5,269.31	(39,850)
5319	2015	335,500		\$4,439.87	(33,550)
5327	2015	352,300		\$4,661.05	(35,230)
5343	2015	317,300		\$4,200.35	(31,730)
5350	2015	157,000	Westport Place Park	\$0.00	
5359	2015	265,500		\$3,495.49	(26,550)
5367	2015	248,500		\$3,294.45	(24,850)
5375	2015	408,400	Duplex	\$5,399.66	(40,840)
5382	2015	347,400		\$4,596.55	(34,740)
5383	2015	346,300		\$4,582.06	(34,630)
5391	2015	316,400		\$4,188.40	(31,640)
Sub-total		3,671,700		\$46,501.36	(367,170)

Westporte Blvd.					
6110	2015	381400		\$5,044.18	(38,140)
6120	2015	360300		\$4,766.38	(36,030)
6130	2015	261000		\$3,459.02	(26,100)
6140	2015	283700		\$3,735.09	(28,370)
SubTotal		1,286,400		\$17,004.67	(128,640)
Total Assessed Value	\$5,663,600.00	Total of 2015 Property Taxes	\$72,862.77		(566,360)

5,097,240

Gerry Walerius
5367 Russell Street
Port Alberni, B.C. V9Y 8E4

March 15, 2015

To: Mayor Ruttan
CC: Councilor S. Minions
Councilor J. McLeman
Councilor D. Washington
Councilor D. Sauve
Councilor C. Alemany
Councilor R. Paulson

RE: Westporte Place Playground

Thump, Bump, Jump and Run. The air is filled with laughter and light-hearted shrieks of excitement. Parents supervise their children at play and seniors roll & stroll through Westporte Place Playground & Park on another sunny afternoon.

The residents of Westporte Place know they are lucky enough to live near the playground and green space. They know the joy it brings: the calming view of trees and open skies, green grass, birds singing and fresh air. Our park improves our physical and psychological health, strengthens our community and makes it a more attractive place to live. Port Alberni needs more subdivisions like ours.

Real Estate

Subdivision developers want to get the best value when planning a subdivision in favor of public spaces versus designing around the automobile, in favor of public spaces that welcome and engage the community in general and the pedestrian in particular.

In Westporte Place, two green areas were developed. One is a smaller playground located on a footpath, the other larger playground and open space park at the entrance to Westporte Place. These areas were strategically located for easy access for all residents and their families by foot, bike or automobile.

Lot sizes were reduced (most only large enough to play bean bag toss, but not to throw a ball) and a playground was created where children can play basketball, hockey or romp on the playground equipment.

The real estate market has shown that people are willing to pay a larger sum for property that is located close to parks and open space areas than for a house that does

not offer this amenity. And of course, higher value houses means property owners pay higher property taxes. These higher taxes fund the maintenance of a park. As Council knows, Westporte Place pays higher property taxes to the City of Port Alberni. What will happen when this amenity disappears?

Health Benefits

The residents of Westporte Place are always out and about, riding their bikes, pushing a stroller, checking their mailbox and it seems they all end up at the playground. Research has shown that where people have nowhere to walk, they gain weight. Obesity goes down when walkability goes up. Dense housing, well-connected streets and mixed land uses reduce the probability that residents will be obese. This describes Westporte Place.

And everyone knows playing outside is not just about letting off steam. It is a vital part of childhood that helps children develop physical strength, coordination and balance. It also provides opportunities for children to learn and develop.

Seniors Facility

Not once have I said that we are against increasing seniors housing in Port Alberni. In fact, Leslie has & continues to participate on various boards for senior's facilities:

ACCCS (Alberni-Clayquot Continuing Care Society) for Fir Park/Echo Village
AVALS (Alberni Valley Assisted Living Society) for Heritage Place
AVSCHS (Alberni Valley Senior Citizens Homes Society) for Pioneer Towers/Pioneer Cottages (Currently Secretary-Treasurer)
Rainbow Gardens Auxiliary to raise funds to enhance the lives of seniors

AVSCHS – Pioneer Towers/Pioneer Cottages:

- Not-for-Profit
- Affordable **rental** housing to seniors (55+).
- The Screening Committee interviews each applicant.
- Not government funded.

Abbyfield –

- Not-for-Profit
- Independent Living
- Committee interviews each applicant for suitability.
- Independent of nursing care but residents can contract their own nursing care.
- 24-hour emergency response

AVALS – Heritage Place:

Not-for-Profit

Assisted Living

Community Care assesses each resident.

Provided: Daily 2 meals, social opportunities and night monitoring

Residents pay % of Net Income.

Government Funded

ACCCS – Fir Park Village/Echo Village

Not-for-Profit

Multilevel Care

On-site nursing and personal care

Government Funded

And for a short time, Leslie's father was a resident at Rainbow Gardens.

Questions following the Advisory Planning Commission Meeting held January 22, 2015 at City Hall about Rainbow Gardens Expansion:

The information provided by Derek Appleton, presenting on behalf of the Rainbow Gardens Board of Directors and Lillian Thomas.

1. *Goal is to develop an independent living expansion to add to the existing capacity for assisted living and complex care giving people a facility that will allow them to move from lower levels to the higher levels of care.*

To the best of my knowledge, the scenario provided is not necessarily the case. To move from one level of care to another requires the resident to be assessed by Community Care and also on availability of beds.

Leslie's father, when he was a resident at Fir Park Village had a serious fall. He broke his leg, where he required hospitalization and surgery in Nanaimo (he was never able to walk again). Fir Park Village could not accommodate his needs, as he required an overhead lift. This resulted in him being moved to Rainbow Gardens.

2. *The number of units in the proposed expansion will be determined through a co-operative planning process with Island Health as the funding authority.*

It has come to my attention, that the Rainbow Gardens Board of Directors has yet to approach Island Health about this project, so the conceptual plan maybe just that.

On the Island Health website there does not appear to be any information on “Independent Living”. Does Island Health fund such projects, I haven’t heard of any, as I believe this type of housing was left to the Private Sector.

Check out: Retirement Concepts <http://www.retirementconcepts.com>

The closest development is “The Gardens” in Qualicum where they offer Independent Living, Assisted Living and Residential Care, to allow seniors to age in place. (Their website describes the differences between the levels of care).

Currently Port Alberni does not offer one facility to allow seniors to age in place, however, due to the close proximity for the current facilities, this is what our community has to offer:

Independent Living at Pioneer Towers and Abbyfield

Assisted Living at Heritage Place and Rainbow Gardens

Residential Care at Fir Park/Echo Village, Westhaven and Rainbow Gardens

Where placement is through Community Care, the results of continuum of care may result in a different scenario – e.g. Pioneer Towers (Rental) to Rainbow Gardens (Assisted Living) to Fir Park/Echo Village (Multilevel Care). As Rainbow Gardens is also government funded, to stay within their continuum of care, may not be possible either.

Replacement Playground/Park

Advisory Planning Commission Meeting held on January 22, 2015 at City Hall – The APC discussed the application as follows:

- *.....If the amendments are approved, City Parks staff would work to design a new park with public input.*
- *Comments received to date by the City Planner have indicated that there is interest in the neighbourhood in ensuring that there is a commitment from the City that the park would be developed once the current park is no longer available.*

The City of Port Alberni is willing to sell the Westporte Place Playground for \$163,000. Does City Council realistically think that they could replace the existing playground in the newly proposed area of undeveloped City land for the funds received from the sale?

For the development of a new park/playground, who bears the burden – the Westporte Place residents or the Community of Port Alberni?

Has funding been addressed in the Five Year Plan as the time line for construction is to begin within the next two to three years? This is a concern, as there is a quote from

Derek Appleton, vice president and building chair of Westcoast Native Healthcare Society for Rainbow Gardens stating that they have been working with the City for the past six (6) years on this.

AV News January 29 2015 *"Don't take our Park,' says Westporte resident*

Quote:

"We've been working on this for six years with the city to make sure the neighbourhood benefits," said Appleton, adding that any construction is still at least two years away. "We're working under a memorandum of understanding with the city and in that MOU there are plans to replace the park with a park 16 times the size."

Flags are raised when a statement like this is made. We moved across from Westporte Place Park three years ago. We did not hear anything about this through our Real Estate Agent nor have we been approached by the Advisory Planning Commission as to whether or not we are in agreement about the sale and moving of the playground.

Sale should not proceed until

As Derek Appleton mentioned in the AV News article, that they have been in discussion with the City of Port Alberni for six (6) years, then better information should be made available before the Sale of Westporte Place Playground takes place.

The sale of Westporte Place Playground should not proceed until:

1. Rainbow Gardens makes available from Island Health to the Mayor and City Councilors, a more formalized Proposal, site development plan, funding availability from Island Health and a waiting list of numbers, for the proposed "Independent Living".
2. The City of Port Alberni provides the residents of Westporte Place with a formalized plan rather than the diagram found on page 84 of the Regular Council Agenda of February 10, 2015. (approx.. 10.0 ha Portion of site proposed to be re-designated from a mix of Parks and Open Space and Future Residential to Parks and Open Space and rezoned from FD Future Residential to PS Parks and Recreation)
3. The City of Port Alberni provides information as to the costs to relocate & develop the Westporte Playground from its current location to the development of a new park/playground.
4. The City of Port Alberni provides information on how the City proposes to pay & commit to the costs to develop the newly located park/playground. *APC "Comments received to date by the City Planner have indicated that there is interest in the neighbourhood in ensuring that there is a commitment from the City that the park would be developed once the current park is no longer available."*

5. The City of Port Alberni looks into alternatives for Rainbow Gardens request to purchase the Westporte Place Playground.

Solutions - Proposals

1. I propose that the City of Port Alberni stop the proposed sale & lease until Westcoast Native Healthcare Society for Rainbow Gardens and the residents of Westporte Place have an opportunity to enter into meaningful discussions (mediated if required) in regards to the construction of Independent Living spaces for seniors and the sale and relocation of the existing Westporte Place Playground.
2. When various parcels of land are available, then sale of private property should be considered before City Land.
 - a. Land Sale: 5.84 acres on Falls Road - former mobile home park.
This piece of property is within a 2-minute walk of Rainbow Gardens facility (down Compton) and has a beautiful view of the River. Currently zoned RM1. There is also easy access to the Bus service. MLS 362356 Coast Realty – Alease Arcus 888-712-1800
3. Propose that Rainbow Gardens set aside and donate back to Westporte Place a portion of the land for a green space. Design the facility to face inwards towards Rainbow Gardens current facility and landscape it in such a way as to provide privacy for their new extension, yet beautify the area, leaving 100' of green space along Russell Street and Russell Place for the use of kids and pets. The place could possibly accommodate playground equipment and a horseshoe pit for all age groups to enjoy.

I leave you with this thought:

Take a moment, relax, close your eyes and remember your own childhood – where was your favourite place to play?

Best Regards,

Gerry Walerius

LATE ITEM
December 5, 2016 5pm
Public Hearing
Item 5.3

Mayor Mike Ruttan and Council
City of Port Alberni
4850 Argyle Street
Port Alberni, BC

December 5, 2016

Dear Mayor Ruttan and Council;

I wish to go on record as being opposed to your decision to sell the Westporte Place neighbourhood park to the West Coast Native Healthcare Society and to re-zone the property to allow the Society to construct twenty units of housing and ten multi-level care beds.

I do not dispute that the housing units and care beds are needed in our community. However, I do not feel that this sale was transacted in an open and transparent manner, nor was the decision to sell made with consideration to the impact on the residents of Westporte Place nor the residents of the City in general.

I attended several public meetings that were held on this issue. Opposition to the sale was overwhelming and alternatives were suggested. Despite the concerns and objections expressed, I do not feel that the Council made a sincere effort to understand and address those concerns or to work in good faith with the residents of the area to find a mutually agreeable alternative.

I do not live in Westporte Place. However, I have two young grandchildren who visit often. Westporte Place Park is our playground of choice. First, it is close to my home; second, the children like the equipment in the park – especially the basketball hoop (I believe it was provided by neighbourhood parents) that is adjustable to the height of younger children; and, third but perhaps most important, I feel comfortable that Westporte Place Park is a SAFE environment for my grandchildren and that they can be free to run and play without encountering drug paraphernalia, used condoms, smelling the stench of urine or encountering people lurking or sleeping in the park.

I am disappointed and angry at the way this entire issue has been handled and these feelings will be reflected at the ballot box at the next election.

Yours truly,

Nancy Czigany
Port Alberni Taxpayer
czigany@shaw.ca
250-724-1139

LATE ITEM
December 5, 2016 5pm
Public Hearing
Item 5.1

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

To Mr. Scott Smith(city planner), Mr. Mayor, and City Councillors,

I am writing in response to the notice regarding the hearing scheduled for Dec. 5, 2016, for discussion about proposed amendments to the city community plan map, zoning map, and related bylaws for expansion of Rainbow Gardens at 5350 Russell Street as follows:

A. "Official Community Plan Map Amendment No. 23 (5350 Russell Street - Rainbow Gardens), Bylaw No. 4926"

B. "Zoning Amendment No. 19 (5350 Russell Street - (5350 Russell Street - Rainbow Gardens), Bylaw No. 4927"

Since I am presently out of the country and unable to appear in person, nor deliver or mail a traditional letter to City Hall, my apologies and I hope this email letter will be acceptable.

Before I begin, may I point out a discrepancy in the address for Rainbow Gardens, between the address written above which is the same as the ones in the published notice, and what I believe the address to be. Since the driveway entering Rainbow Gardens comes off of Russell Place, isn't their address 5350 Russell Place, rather than Russell Street which runs beside the park? Our house is on the same road as Rainbow Gardens, and our address is Russell Place.

I am writing to express my and my family's concerns re. the expansion of Rainbow Gardens care facility onto the only public park and open green space in our area. When we bought in the Westport Place neighbourhood more than ten years ago, we were pleased that there was a park in such close proximity, and was an important factor in our decision to purchase in this particular location.

We have enjoyed this park for many reasons: We regularly walked our dogs through the park as well went for strolls just to enjoy the ambiance of the trees and open green space. We often saw children enjoying the playground equipment, teens playing hockey and basketball, and people of all ages using the walkways and benches. Many types of birds frequent this area, some building nests in spring, using the trees for shelter in the winter, and sometimes even eagles or hawks sitting on the treetops, watching for prey. It has always been a wonderful asset having a view of the park through our living room windows, and sitting looking out to the park was a relaxing pastime. We often walked through the park late in the evenings and early in the mornings, and always felt safe, unlike many other of our city parks. It would be a detriment to this Westport Place neighbourhood to lose this park to any kind of development. Unfortunately, loss of parkland in general has a negative impact on the environment, on our air quality, and on people's mental health and well-being. Ironical that in this instance, the expansion of a health care facility, may have a negative impact on the health and well-being of the people in this neighbourhood. Another point to consider is the noise that will be generated by a larger facility, not only during construction, but every day after completion, as more employees and visitors travel to and from this facility. We already have a lot of traffic on our road that can be directly attributed to Rainbow Gardens, and an increase in traffic would be undesirable as well as dangerous for pedestrians.

Although it would be advantageous to have another (or larger) residential health care facility within city limits, this is not the place to have it. It is too far away from community services such as hospital, doctors' offices, community center, shopping and other amenities and services. The distance of Rainbow Gardens from our city center makes accessing city services difficult for their clients. A different location, such as the previous senior secondary school (the old ADSS) property on Burde Street, would be a much more logical choice for a residential health care facility within city limits.

The only other designated green space within the Westport Place area is the little "north" park on the far edge of this large and heavily developed residential area. We need the park and green space next to

Rainbow Gardens to maintain the present ambiance and high quality livability of this neighbourhood. Elimination of this park and open space may have a negative impact of the property values in the area, as well as a negative impact on the people that presently live here.

Please consider these factors before making decisions involving the amendments to the aforementioned city bylaws, community plans and zoning maps.

Thank-you for your time and consideration,
Sincerely
Eleanor Peterson
for F.W. Stuef and family
6110 Russell Place,
Port Alberni, B.C.
V9Y 7W3

P.S. Please disregard the first email letter sent to you from this address as it was incomplete and sent in error.
Thank-you,
E.P.

Air Quality Council Meeting: October 13th, 2016

Notes from the meeting held on Thursday October 13th, 2016 at 2:00 pm in the
ACRD Board Room, 3008 Fifth Avenue, Port Alberni, BC

Present: Chris Alemany (City of Port Alberni)
Judy Carlson (Community at large)
Larry Cross (Catalyst Paper)
Dave Jarrett (Community at large)
Earle Plain (MOE)
Sarah Thomas (Chair)
Andrew McGifford (ACRD Environmental Services)
Gary Swann (Community member)
Dr. Paul Hasselback (Island Health)
David Wiwichar (PEAK. Guest.)
Jane F (Community guest)

Regrets: Tim Pley (Fire Department)
Cynthia Dick (Tseshah First Nation)
Patty Edwards (MLA's Office)
John McNabb (ACRD)
Ashley Popovich (Catalyst Paper)
Jade Yedia (Island Health)

Introductions and Membership

New AQC contact list was distributed.

Kazuhiro (Kaz) Takeuchi will be joining Stephanie as a new Alberni Environmental Health Officer. Kaz will join the AQC and trade off with Jade Yedia.

It was moved and seconded that the agenda be approved.

The minutes from June 16th meeting of the Air Quality Council were accepted as distributed. Moved and seconded. Carried.

1. Cantimber Update

What is the current status?	Golder Investigation and Stack testing planned for first week of November. PAPA is hosting an open house, October 13, 2016, 4:30pm at Echo Centre to share information about the testing plans. Encourage people to attend.
What has changed in the operations?	Will be connecting a secondary combustion chamber to control excess VOCs. Plan to burn charcoal.

What are withstanding concerns?	Will feed material be tested? What moisture content is being considered acceptable? Is there any salt contamination? What level of emissions will be considered acceptable? Emissions experienced last March through June were unacceptable.
---------------------------------	--

2. Backyard Burning Policy Unification

Land clearing air quality impacts	Cherry Creek land clearing air quality impacts again this fall. Seems as though there is a problem with the forecast. For the most part these burns seem to in compliance with the regulation but caused unacceptable levels of smoke on a few specific days. Complaints were received from John Howitt elementary as well as other members of the community. Encourage people to report to RAPP line if they are concerned. Call the Port Alberni fire department to report backyard fires and woodsmoke in the City of Port Alberni. Comment from a pharmacist that they saw so many people who were impacted during the burn event in September and were dispensing more puffers than normal.
Bylaw News	- A Cumberland backyard burn ban is going forward. - Provincial OBSCR (outdoor burning and smoke control regulation) updates are in the final draft stages. Expect to come into effect before the burn season next year.
ACRD Backyard burning Guidelines	ACRD Backyard burning Guidelines or bylaw have been discussed since 2011. Andrew brought the draft memo from that time. The board discussed the merits of moving forward with such a ban or guidelines at their board meeting October 12, 2016. Interest but lack of staff time and the ability to monitor were identified as barriers. Decision to move forward with education campaign in conjunction with AQC and do a mail out along with the utility bills in January. For future consider a presentation to the ACRD. Consider recommending that a bylaw enforcement budget line be added to the budget for this purpose.
Implementation Strategy for City Backyard burn ban	Education strategy needed. Do this in conjunction with ACRD education roll out. Sarah to connect with Tim and Andrew about this.

3. Smoke Houses

Air Quality and Smokehouses	Interest from Tsshaht in more information on air quality and smokehouses. BC Centre of Disease Control provided a comprehensive set of literature on the topic. This was forwarded to Tsshaht chief councillor for information. Island Health is investigating further to see if the First Nations Health Authority has other resources and information which we can share with Tsshaht.
-----------------------------	---

Dr. Hasselback reported that there is a **major scientific study** on **woodsmoke and health** that will be released in the Journal of Epidemiology next year. Funded by Health Canada this research was conducted out of Guelph University and links the generation of woodsmoke to specific health outcomes. This will have direct implications on policy. Stay tuned.

4. Alberni Valley Air Quality Report Follow Up

Where are we at?	Following Earle's presentation last spring education dissemination will be necessary for the public. Promote the report. Consider this in conjunction with Backyard burn and woodstove education campaigns.
------------------	--

5. Woodstove Exchange Update

What is the current voucher count?	All 31 vouchers have been assigned 19 of those are complete and the money dispersed. 12 vouchers remain to be received.
2017 Application	2017 Application was submitted in September. Expect to hear back in a couple of months.
Provincial Woodstove Regulation	New solid fuel burning appliance regulation (SFB DAR) in place now. - Regulates the types of appliances which can be sold in BC (Harmonizes with US EPA regulation from Washington). - Changes the definition of allowable fuels - Stricter regulation for outdoor boilers. Guidance on the new SFB DAR is available on the BC website: http://www.bcairquality.ca/pdf/sfbdar_factsheet.pdf http://www.bcairquality.ca/pdf/sfbdar_q-a.pdf
WETT Inspections	City moving out of the WETT Inspection business. Ask Tim to do

What is the plan going forward?	a presentation on this at the next AQC meeting. What is the plan for 2017 sunset clause enforcement? Work with the City to see how the AQC can support this work. Complete Infographic Series from last year. Finalize City fire hall brochure to distribute.
---------------------------------	---

6. 2016/2017 Work Plan

What is the plan for the coming year?	Woodstove Research Project – Funded by Island Health Job Creation Partnership Opportunity • Could train people to go around and train people to do backyard composting. CSC/AQC Society Development
---------------------------------------	--

- We will invite Forest Industry Reps to the next meeting to discuss what practices they employ, slash burning, if they consider chipping, etc.
- Invite Dave McCormick and Michael Liu for January Meeting and schedule a tour of Cantimber. Decision to wait at this point until the plant is operational to have a tour.
- Invite CO's for future meeting. Perhaps March.

Next Meeting – November 17th, 2016, 2pm, ACRD Board Room.

Adjourn – Meeting adjourned at 3:50 pm.

Air Quality Council Meeting: November 17, 2016

Notes from the meeting held on Thursday November 17th, 2016 at 2:00 pm in the
ACRD Board Room, 3008 Fifth Avenue, Port Alberni, BC

Present:	Chris Alemany (City of Port Alberni) Jimmie Hodgson (Guest from Island Timberlands) Patty Edwards (MLA's Office) Dave Jarrett (Community member) John McNabb (ACRD) Earle Plain (MOE) Sarah Thomas (Chair) Tim Pley (City of Port Alberni) Jade Yedia (Island Health) Stephanie Bruvall (Island Health) Kazuhiro (Kaz) Takeuchi (Island Health) Russ Widdess
Regrets:	Judy Carlson Andrew McGifford (ACRD Environmental Services) Larry Cross (Catalyst Paper) Ashley Popovich (Catalyst Paper) Gary Swann (Community member)

The agenda be approved.

The minutes from the October 13, 2016 meeting of the Air Quality Council were accepted as distributed. Moved and seconded. Carried.

Introductions and Roundtable Updates

City

- New fire chief will be the new liaison to the AQC. Starts November 28, 2016.
- May 2017, woodstove bylaw comes into effect requiring removal of all old woodstoves
- Cantimber stack testing occurred last week. Results will be forthcoming.

ACRD

- Airport – no emissions
- ACRD signed onto the Climate Action Charter
- Looking at landfill emissions and ways to reduce emissions without gas extractions (composting one such option)

Ministry of Environment

- Provincial solid fuel burning appliance regulation came out earlier this year and increases the standard for wood appliances sold.
- Cantimber stack testing occurred last week. VIHA, FNHA, MOE, Tseshaht had a tour with Golder. Consultant is good and has a lot of background in this area.

Island Health

- Bring health evidence and health data to the table
 - New Port Alberni Environmental Health Officer has been brought on. This increases the capacity to support initiatives in the region.
- Broad, Regional Comments
- Land clearing impacts due to burning out Cherry Creek again.

1. Wildfire Hazard Abatement – Jimmie Hodgson (Manager Forest Operations, Island Timberlands)

What legislative requirements exist for dealing with forest debris?	Wildfire Act (applies on crown and private land) • Requires assessment of fire risk • Mandates that excess slash not be left on the landscape Open Burning Smoke Control Regulation • Regulates conditions, duration of burns
South Eastern Vancouver Island Burn Plan & Northern Strategy	Burn Plans are additional, voluntary, practices which companies (including Island Timberlands) sign on to. • Discusses number of piles in an airshed per day • Curing wood prior to burning • Appropriate stacking of debris Also check venting with one pile to make sure the venting is actually occurring according to the forecast ('test vent fire'). When burning within 500m of a residence notify each resident with a letter advising homeowners of the burn, informing about the source, practices being employed, etc.
What are considerations when deciding to burn?	• Consider proximity to neighbours • Slope • Timing • Financial feasibility • Indices, Venting, and Wind direction Wildfire risk considered paramount.
What options are considered for dealing with the slash?	-Burn -Firewood -Hog -Dispersal
Firewood	Sell permits Particularly effective when cut blocks are close to town Aim to have the whole cut block get used

	Very effective on the east coast of Vancouver Island. Not as effective here as there are more sources of wood. And crown land gives free permits.
Hog	Challenging to find cost effective options. Proximity to market is important
Dispersal	Distributing the slash back over the forest floor to provide fiber for the next rotation. Ensure can still see the forest floor. Don't want it completely covered. Rule of thumb – 'can see the ground'. Done when away from urban areas and when there isn't too much material. In urban areas greater fear of wildfire (concern about cigarettes, campers, etc especially since the debris is at the road side).
What else can be done to reduce the amount of material burnt?	- Road building to facilitate salvage - Dealing with the material in the forest rather than bringing it all to the road side and then dealing with it. - Working with staff and contractors at all levels so that everyone from the fallers to the quality control crew are looking for timber that can't be sold and leaving it standing or in the forest at least. Biomass boilers another option.

2. Woodstove Research Project

Aim	To get a better understanding of woodstove usage in Port Alberni.
Survey approach	Door to door. Target a specific number of households in each neighbourhood with the hope of getting a representative sample. Base off Smithers model Have canvassers bring education material with them to give out at the door. Roll out this winter. Caution – be clear what our approach is. Don't try to do too much in the surveys. Focus on woodstove piece.

Next Meeting – January 19th, 2016, 2pm, ACRD Board Room.

Adjourn – Meeting adjourned at 3:40 pm.

Nominate a hero in your community!

Enter
online

NOMINATION DEADLINE: JANUARY 20, 2017



*Cultural hero, spirited,
undaunted, fearless, bold
Raising our awareness to
a higher understanding*

- ROBERT DAVIDSON

British Columbia
Community Achievement
Awards



Enter
online

WWW.BCACHIEVEMENT.COM

*Nominate a deserving individual
who raises the quality and
character of your community for
a British Columbia Community
Achievement Award.*

FOR INFORMATION

Tel: 604.261.9777
Toll Free: 1.866.882.6088
Email: info@bcachievement.com
Website: www.bcachievement.com

BRITISH COLUMBIA
ACHIEVEMENT FOUNDATION

WHO IS ELIGIBLE?

British Columbians who have made a significant contribution to their communities in British Columbia are eligible for a BC Community Achievement Award. Nominees will have made a contribution in any area that provides a benefit to the community – either as a volunteer or in the course of their work. These include, but are not limited to, arts and culture, sports and recreation, multiculturalism, environment, healthcare, education, civic duty, business, community volunteerism, philanthropy, and youth or seniors' leadership.

HOW ARE THE AWARD RECIPIENTS CHOSEN?

A Selection Committee of independent community leaders reviews the nominations and selects award recipients. The Committee will consider the impact of the nominee's contribution and commitment to the community.

WHAT DO THE AWARD RECIPIENTS RECEIVE?

In the Spring, recipients will attend a formal ceremony at Government House in Victoria. The Lieutenant Governor and the Premier of British Columbia are invited to present the recipients with the British Columbia Community Achievement Medallion, a special commemorative medallion designed by renowned BC artist, Robert Davidson. Recipients will also receive a certificate and lapel pin signifying their award.

Privacy Policy: The British Columbia Achievement Foundation is committed to protecting the privacy of people through responsible management of information received. Nominations are confidential between the nominator and the Awards program.

From: info-cva-pbc@hrsdc-rhdcc.gc.ca
Sent: Monday, December 5, 2016 12:48 AM
To: Mike Ruttan
Reply To: info-cva-pbc@hrsdc-rhdcc.gc.ca

Subject: Submit a nomination now for Canada's Volunteer Awards!

Submit a nomination now for Canada's Volunteer Awards!

Dear Sir or Madam:

The 150th anniversary of Canada's Confederation is fast approaching. During this celebration year, it is important to acknowledge that our country would not be the same without the work of volunteers. We would like to recognize the important work of volunteers across the country.

The call for nominations for Canada's Volunteer Awards is **now open until February 3, 2017**. You are invited to:

- **nominate** a not-for-profit organization, an individual, a group or a business who is making a difference in their community to receive an award; and
- **promote** the call for nominations to your stakeholders.

Awards will be presented in the following categories:

- One (1) national award – **Thérèse Casgrain Lifelong Achievement Award**;
- Five (5) regional awards – **Emerging Leader**, for young volunteers aged 18 to 30;
- Five (5) regional awards – **Community Leader**, for individuals or groups of volunteers;
- Five (5) regional awards – **Business Leader**, to recognize businesses that demonstrate social responsibility; and
- Five (5) regional awards – **Social Innovator**, to recognize the contributions of not-for-profit organizations.

Award recipients will be recognized at a ceremony and will be able to choose a not-for-profit organization to receive a grant of \$5,000 (regional awards) or \$10,000 (national award).

Help highlight Canada's volunteer culture! [Nominate a volunteer, not-for-profit organization or business in your community today!](#)

For more information about the Awards, please visit Canada.ca/volunteer-awards or call 1-877-825-0434.

Follow us on Twitter! [#madeadifference](#)



Employment and
Social Development Canada

Emploi et
Développement social Canada

Canada



POLIS Project on Ecological Governance
Centre for Global Studies
University of Victoria
PO Box 1700 STN CSC
Victoria, British Columbia V8W 2Y2
Canada



November 21st, 2016

Mike Ruttan: Mayor of Port Alberni
City of Port Alberni
4850 Argyle Street
Port Alberni, B.C. V9Y 1V8

RECEIVED

DEC 01 2016

CITY OF PORT ALBERNI

Dear Mike Ruttan,

We are writing to share the latest research publication from the University of Victoria's POLIS Water Sustainability Project, *Top 5 Water Challenges That Will Define British Columbia's Future*, which will likely be of interest to you and your work. A hard copy of the report is enclosed for your interest and reference. The full report is also available for download at <http://poliswaterproject.org/topfivechallenges>.

Drawing on an extensive review of media, court and tribunal cases, and insights from attending over 100 recent events related to water issues, this report identifies five emerging water challenges that will define the future of British Columbia:

1. **Building resilience to droughts and floods:** Watersheds are vulnerable to the increasing frequency and intensity of droughts and floods.
2. **Sustaining water for nature:** Environmental flows are critical to ecosystem function and in many cases have been disrupted.
3. **Understanding the state of British Columbia's watersheds:** Sparse data can lead to decisions being made without a basis of accurate information.
4. **Protecting water quality for drinking, swimming, and fishing:** Degraded water quality is affecting community drinking water supply.
5. **Reconciling the water-energy nexus:** Water and energy are tightly interlinked, and both may be impacted by future climatic variation.

The report documents dozens of examples of *why* and *where* critical water issues are unfolding in B.C.'s watersheds, and suggests possible solutions to create water security and sustainability over the coming years. Most of these proposed solutions align with the objectives of the new *Water Sustainability Act*, and are meant to initiate a dialogue among water users, communities, First Nations, and local and provincial government decision-makers, on how British Columbia can best address these pressing challenges.

We would be happy to set up a time to meet with you or other members of your team to provide a briefing on this research and other POLIS work on water governance reform.

Sincerely

Oliver M. Brandes, BA(H), Dip.RNS, M.Econ., JD
Co-Director & Water Sustainability Project Lead,
POLIS Project on Ecological Governance, University of Victoria
Research Associate, Centre for Global Studies, University of Victoria

Rosie Simms, B.A. & Sc.(H), M.A.
Water Law & Policy Researcher/Coordinator
POLIS Water Sustainability Project,
University of Victoria



POLIS Project on Ecological Governance
research • policy • education • action

REGULAR COUNCIL AGENDA - DECEMBER 12, 2016

ENTERED

188

Top 5 Water Challenges

THAT WILL DEFINE BRITISH COLUMBIA'S FUTURE

Rosie Simms & Oliver M. Brandes | SEPTEMBER 2016

Full report and summary available for download at <http://poliswaterproject.org/topfivechallenges>

A community on the Sunshine Coast coming within two weeks of running out of water. Rivers running so low on Vancouver Island salmon have to be trucked upstream. Rivers contaminated from tailings spills and lakes stagnating with algal blooms. These are just a few of the examples of the stories emerging across British Columbia's watersheds showing that fresh water—the foundation of the province's ecosystems, communities, and economies—is under growing pressure. Climate change and shifting hydrological conditions are rapidly ushering British Columbia into an increasingly uncertain water future.

This report identifies emerging water challenges that will define the province's future. These challenges, and associated opportunities, must be addressed in the context of a changing water cycle, evolving water laws, and new forms of decision-making. The report documents specific examples of where the issues are unfolding, and suggests some initial solutions. **British Columbia's top five water challenges are:**



#1: Building resilience to droughts and floods

Communities across British Columbia are already witnessing increased frequency and intensity of droughts and floods, and climate change is projected to exacerbate these extremes. Communities and their water supplies are vulnerable to these incidents of shortages and excesses of water.



#2: Sustaining water for nature

Rivers' natural flow regimes, also known as environmental flows, operate as a "master variable" in ecological systems and are critical to ecosystem function and resilience. Environmental flows have been fundamentally disrupted in many watersheds, with detrimental consequences for habitats and fish populations.



#3: Understanding the state of British Columbia's watersheds

Data are sparse on many essential aspects of British Columbia's freshwater: aquifers mapping is only partially complete; hydrometric monitoring stations cover just a fraction of the province's watersheds; and regular state of watershed reporting is non-existent. This leads to decisions being made without a basis of accurate information.



#4: Protecting water quality for drinking, swimming, and fishing

Degraded water quality in rivers, lakes and aquifers is affecting community drinking water supplies, fish and ecosystem health, First Nations' harvesting access, and recreation. Groundwater is at risk of contamination from overlying land use practices and saltwater intrusion.



#5: Reconciling the water-energy nexus

Water and energy are tightly interlinked: both hydroelectricity, which provides 90 per cent of British Columbia's electricity, and liquefied natural gas extraction, a cornerstone of the Province's economic strategy, are water intensive. Both may be impacted by projected fluctuations in water supplies due to climate change.

British Columbians benefit tremendously from the province's freshwater resources; proactive action on these emerging challenges is needed to prepare for an increasingly uncertain water future.

Documenting British Columbia's water issues

This report documents specific examples of where and how each of the five water challenges is unfolding in British Columbia. As the red dots on this map show, these water challenges span the province's watersheds, from the West Coast to the Northeast.

As next steps to further explore solutions to the five challenges, the POLIS Water Sustainability Project will:

1. **Develop a virtual "water issues atlas"** as a tool to engage government, communities, professional associations, and citizens to continue to identify and track the issues; and
2. **Host a series of solutions roundtables** with experts, decision-makers, First Nations, and other water leaders. The ultimate goal will be to develop a series of detailed solutions briefings for each of the five water challenges.

POLIS Project on Ecological Governance

Created in 2000, the POLIS Project on Ecological Governance is a research-based organization that is part of the Centre for Global Studies at the University of Victoria. Researchers who are also community activists work to make ecological thinking and practice a core value in all aspects of society and dismantle the notion that the environment is merely another sector. Among the many research centres investigating and promoting sustainability worldwide, POLIS represents a unique blend of multidisciplinary academic research and community action. polisproject.org

Centre for Global Studies

The Centre for Global Studies (CFGS) was formally established at the University of Victoria in 1998 with a mandate to promote collaborative, multidisciplinary, and cross-regional research and engage in connecting research in the field of global studies to local, national, and international communities. Activities at the Centre are designed to promote critical citizenship in a complex and rapidly changing global environment. The CFGS has a rich history of producing cutting edge research and disseminating it in concise and accessible ways for policy and decision makers and the broader community. www.uvic.ca/research/centres/globalstudies/

POLIS Water Sustainability Project

The POLIS Water Sustainability Project (WSP) is an action-based research group that recognizes water scarcity is a social dilemma that cannot be addressed by technical solutions alone. The project focuses on four themes crucial to a sustainable water future:

- Water Conservation and the Water Soft Path;
- The Water-Energy Nexus;
- Watershed Governance; and
- Water Law and Policy.

The WSP works with industry, government, civil society, environmental not-for-profits, and individuals to develop and embed water conservation strategies that benefit the economy, communities, and the environment. The WSP is an initiative of the POLIS Project on Ecological Governance at the Centre for Global Studies, University of Victoria. poliswaterproject.org



POLIS Project
on
Ecological Governance
University of Victoria

POLIS Project on Ecological Governance
Centre for Global Studies, University of Victoria
PO Box 1700 STN CSC
Victoria, BC V8W 2Y2 Canada
Tel: 250.721.8800

POLIS Project on Ecological Governance

watersustainabilityproject



University of Victoria

From: Mariah Patterson [<mailto:MPatterson@virl.bc.ca>]
Sent: Monday, December 05, 2016 12:39 PM
Subject: VIRL From the Board Table: Nov. 26, 2016 Edition

Good afternoon,

On behalf of Bruce Jolliffe, Chair, Vancouver Island Regional Library (VIRL) Board of Trustees, please view the latest edition of [From the Board Table \(November 26th Edition\)](#) attached.

From the Board Table is a regular newsletter highlighting the events at the most recent VIRL Board meeting.

This edition outlines the upcoming 2017 Board of Trustees calendar, the addition of a Whistleblower Policy, and highlights from the Board-approved initiative, Welcome Back Week, as well as the successful Nanaimo-based program, GeekCON.

Should you have any questions or comments, please do not hesitate to contact us.

Sent on behalf of Bruce Jolliffe, Chair

Best regards,
Mariah

Mariah Patterson

Administrative Assistant



VANCOUVER ISLAND REGIONAL LIBRARY
Administration
6250 Hammond Bay Road
Nanaimo, BC V9R 5N3
Tel: 250-585-9072
Email: mpatterson@virl.bc.ca



Thank You... Table

To our departing Trustees for your contribution to Vancouver Island Regional Library and your community.



Bruce Jolliffe

Bruce Jolliffe was appointed to the Board of Trustees in 2009 by the Comox Valley Regional District where he served eight consecutive years. During that time, Bruce served as representative for the Comox Valley Regional District, and was elected Chair to the Board four years in a row. Bruce also served two years on the Executive Committee as a Member-at-Large.



Mike Hicks

Mike Hicks was appointed to the Board of Trustees in 2009, serving for eight consecutive years. He represented the Capital Regional District.



Dave Rushton

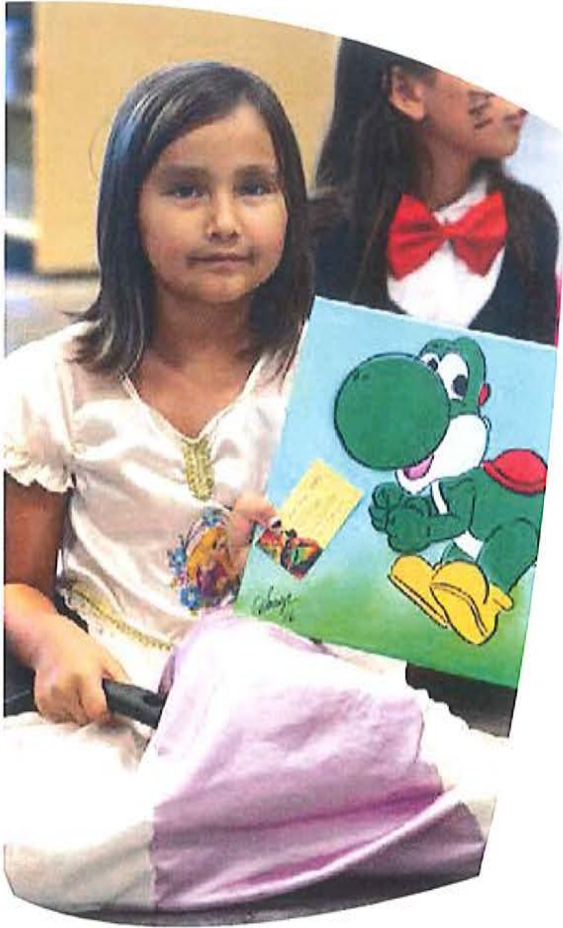
Appointed to the Board of Trustees in 2009 by the Regional District of Mount Waddington, Dave Rushton served for eight consecutive years. Dave also served on the Board's Executive Committee as a Member-at-Large for five years.



Andrew Merilees

Appointed to the Board of Trustees in 2009 by the Village of Masset in Haida Gwaii, Andrew Merilees served for eight consecutive years. Andrew also served on the Board's Executive Committee as a Member-at-Large in 2016.

Business Arising



*Taking part in the fun at the Creativity Commons,
Nanaimo Harbourfront branch.*

Electronic Records Management System

At the request of the Executive Committee, VIRL staff reported on the costs to transition to an online document management system for the Board of Trustees. The system would allow Board members to search, retrieve, and view past and current documentation to assist with decision making. Approximately 143,000 hardcopy Board documents and 11,000 electronic records exist, but are not readily accessible to Board members. In early 2017, a Request for Proposals will be let for an Electronic Records Management System.

Board Reports to the Public

Effective January 2017, full Board meeting agenda packages will be posted to the VIRL public website five business days prior to the regular Board meetings. Following each meeting of the Board, unapproved minutes will also be posted to the website.

Whistleblower Policy

The VIRL Board is committed to upholding ethical standards in its operations and administration. Effective immediately, the VIRL Board has approved a [Whistleblower Policy](#) which provides a process through which staff can report on serious misconduct without fear of retribution or reprisal. The Whistleblower Policy can be found online at <http://virl.bc.ca>.

Board Updates

2017 Board Schedule

Saturday, January 21	Annual General Meeting
Friday, February 17	Executive Committee – Regular Meeting
Saturday, March 18	Board of Trustees – Regular Meeting
Friday, April 28	Executive Committee – Regular Meeting
Saturday, May 27	Board of Trustees – Regular Meeting
Friday, July 7	Executive Committee – Budget Meeting
Friday, August 18	Executive Committee – Budget & Regular Meeting
Saturday, September 16	Board of Trustees – Budget & Regular Meeting
Friday, October 20	Executive Committee – Regular Meeting
Saturday, November 25	Board of Trustees – Regular Meeting

Call for Nominations

Each January at the [Annual General Meeting](#), the Board of Trustees elects their Chair, Vice-Chair, and Executive Committee membership. As per Vancouver Island Regional Library By-Law, the guidelines for nominations are as follows:

By-Law 6: Nominating Committee

Appointments: A nominating committee is appointed by the Chair at the November Board meeting for the purpose of providing a slate of nominees for presentation at the Annual General Meeting for the election of officers and the Executive Committee.

Membership: Members will consist of the Chair, Vice-Chair and one member-at-large, to be named by the Chair.

Timing: The committee will meet by year's end, prior to the Annual General Meeting. All Trustees wishing to stand for office should be prepared to provide a brief biography for inclusion in the report. In addition to the report of the committee, nominations from the floor of the Annual General Meeting are encouraged.

The [Executive Committee](#) consists of 11 members: Chair, Vice-Chair, Past Chair, and eight members-at-large. In the case where there is no Past Chair, a ninth member will be elected.



Learn more about
the VIRL
Board of Trustees
virl.bc.ca



We miss you.

*Let's forget the
late fees Oct. 23-29...*

Visit your **library** during **Welcome Back Week** ♥ to learn more



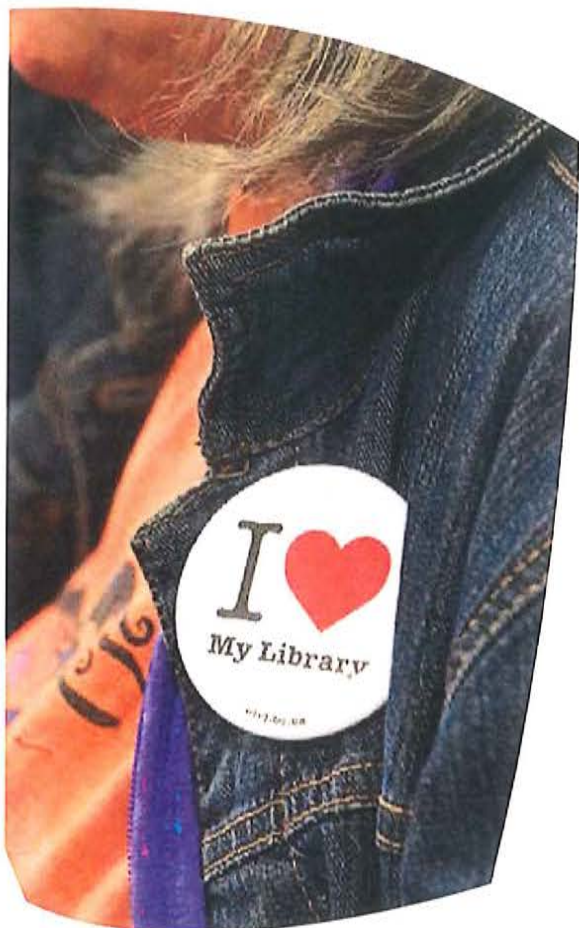
Welcome Back Week 2016

**"Having an overdue
fine can make the
difference between
choosing to come
back to their library
or not,"
Jamie Anderson**

"For those who can't afford it, having an overdue fine can make the difference between choosing to come back to their library or not," says Jamie Anderson, Director of Library Services and Planning. That kind of thinking encouraged staff at Vancouver Island Regional Library to develop a proposal for an initiative designed to give customers a second chance at accessing the wealth of resources and opportunities their library provides.

Introducing Welcome Back Week!

Welcome Back Week and similar amnesty initiatives are tried and tested programs that bring people back to their local libraries and materials back into circulation. The program is simple: Between Oct. 23-29, customers could bring back any overdue materials and have all associated fines waived. If customers couldn't find their materials, they could visit their VIRL branch anyway and staff would pardon up to \$20 off of the customer's account (no questions asked). Staff could also set customers up on an easy payment plan if it meant being able to borrow again.



I <3 My Library pins are a part of October Library Month.

Why Welcome Back Week

Vancouver Island Regional Library serves a wide variety of customers, including children, youth, seniors and vulnerable populations in the community. According to Anderson: "While overdue fines are a necessary way to ensure materials are available for everybody to use, overdue fines and fees can also have an adverse effect on economically sensitive members in our community."

As a part of VIRL's membership policy, customers with fines or fees in excess of \$10 are prevented from borrowing materials from their library.

At the same time, VIRL is a vital resource for many customers as an access point to public computers, job seeking assistance, printing, tech support, the internet, and of course, access to a huge collection of materials which promote literacy, learning and enrichment.

With October being Canadian Library Month (I <3 Library Month), the opportunity was perfect to host and promote a Welcome Back Week across Vancouver Island Regional Library, encouraging library use, increasing access to literacy in our communities and enriching lives through universal access to knowledge and lifelong learning.

The Results

A marketing campaign, "Let's forget the late fees" featuring a west-coast theme and tied around "I love my library" reached tens of thousands of customers via social media and outdoor advertising. VIRL's staff contributed significantly to these numbers by handing out coupons to people in the community. In the end, almost 2,000 people were able to borrow again.

More meaningful stories are to come, such as this one from staff: "Most patrons were really appreciative of us waiving their fines. One patron even paid off the \$41 after his initial \$20 was waived. Another who had \$60 left went on the payment plan, but I was surprised when he said he'd do it in \$20 increments."





GeekCON 2016

A first annual celebration of geek culture drew big crowds to the Nanaimo Harbourfront library branch on Saturday, August 20. Over 300 participants turned out for GeekCON 2016, the first event of its kind in Nanaimo.

The event featured a panel from the gaming industry, a cosplay competition, Magic the Gathering and Minecraft tournaments, Medieval Chaos demo, Harry Potter and the Cursed Child discussion group, book signing by fantasy author Cynthea Masson, live drawing demonstrations from comic artist Ken Steacy, plus a visit by the 501st Legion (Star Wars Cosplay Charity Organization).

"GeekCON is a one-day convention that's free to the Nanaimo community that celebrates everything geek culture," says Kaylea Prime, librarian at Vancouver Island Regional Library (VIRL) and program co-organizer.

"These kind of events have exploded over the last ten or fifteen years. Lots of people are looking for venues where they can celebrate what they're passionate about. Gaming culture, graphic novels, comic books, cosplay...it's here," comments Jonathon Bigelow, program co-organizer and librarian at VIRL.

"There are lots of ways that libraries are being a part of modern events – not just a space for books. It's a place for people to develop their passions, seek information in different ways and bring people together," says Kaylea.



MINUTES

FOOD SECURITY AND CLIMATE DISRUPTION COMMITTEE

THURSDAY, November 3 2016

4:30 p.m. in the City Hall Committee Room

Present: John Mayba, Sam Brownlee, Guy Langlois, Rosalind Chapman, Gary Swann, Chris Alemany, Sandra Gentleman

Regrets: Bob Haynes

Guests: Tim Pley, Chief Administrative Officer - City of Port Alberni
Jake Martens, Deputy City Clerk/Communications Coordinator - City of Port Alberni.

1. Approval of Agenda

Sam Brownlee moved to approve, Gary Swann seconded.

2. Approval of Minutes from October 6, 2016

Gary Swann moved to approve, John Mayba seconded.

3. Presentation by Tim Pley and Jake Martens – City Budget Restrictions

Tim Pley and Jake Martens went through the recommendations from the 2015 Food Security and Climate Change annual report.

a. BIKE LANES

- GENERAL DISCUSSION ON THE PROGRESS THAT HAS BEEN MADE ON THE PROJECT
- SAM BROWNLEE INQUIRED ABOUT SIGNAGE
- GARY SWANN INQUIRED ABOUT SCOOTERS USING THE LANES
- JOHN MAYBA REPORTED THAT A LOT OF PROGRESS HAS BEEN MADE ON PROVIDING BIKE RACKS AROUND THE COMMUNITY
- CHRIS ALEMANY STATED THAT “ALL ABILITIES” BIKE LANES WOULD BE DEVELOPED IN THE FUTURE AND MORE INFORMATION PROVIDED TO CITY COUNCIL

b. OIL TO ELECTRIC

- A REPORT FROM SCOTT SMITH WILL BE PRESENTED TO CITY COUNCIL IN NOVEMBER
- \$30,000 HAS BEEN BUDGETED

c. PUBLIC WATER BOTTLE STATIONS

- STATIONS HAVE BEEN INSTALLED AT THE MULTI PLEX AND ECHO CENTRE
- PLANS TO INSTALL STATIONS AT THE ECHO FIELD HOUSE AND THE HARBOR QUAY TO BE APPROVED BY CITY COUNCIL
- THE STATION AT THE MCLEAN MILL WILL PROBABLY NOT BE INSTALLED DUE TO LACK OF SUPPORTING INFRASTRUCTURE

d. KITCHEN AND YARD WASTE COMPOSTING PROGRAM

- THE CITY IS WORKING WITH THE ACRD

ACTION: GUY LANGLOIS WILL DRAFT A LETTER REQUESTING THAT THE CITY INQUIRE WITH THE ACRD ON THE STATUS OF THE SOLID WASTE MANAGEMENT PLAN

e. DEVELOPMENT OF A COMMUNITY GARDENS POLICY

- A POLICY HAS BEEN DRAFTED AND WILL BE PRESENTED AT THE NEXT CITY COUNCIL MEETING.

f. COMMUNITY FOREST

- A LETTER WAS SENT BY THE CITY TO THE ALBERNI VALLEY COMMUNITY FOREST CORPORATION.
- GARY SWANN WILL INQUIRE INTO THE STATUS OF THE RESPONSE FROM THE ALBERNI VALLEY COMMUNITY FOREST CORPORATION.

g. ACCESS TO WATERFRONT

- THE CITY IS REQUESTING MORE INFORMATION AND RECOMMENDATIONS FROM THE COMMITTEE AS TO WHAT RESOURCES SHOULD BE ALLOCATED TO ADDRESS THE ISSUE OF SEA LEVEL RISE.

h. CITY URBAN FOOD REGISTRY

- CITY WILL PROVIDE A WEBPAGE WITH LINKS TO RESOURCES SUCH AS THE FOOD MAP DEVELOPED BY THE ALBERNI VALLEY TRANSITION TOWN SOCIETY
- THE ACRD AGRICULTURAL SUPPORT WORKERS COULD BE REQUESTED TO DEVELOP THIS RESOURCE

Tim Pley emphasized the need for the Food Security and Climate Disruption Committee to consult with City Administration prior to making recommendations to City Council.

2. Discussion of Reports from Marcie deWitt, Alberni Clayoquot Health Network

(tabled from October meeting).

- The Alberni Clayoquot Health Network is seeking feedback on their report from the community

3. Slash Burning

- More pressure has to be put on the province to regulate slash burning
- Chris Alemany stated that non EPA wood stoves will be banded in 2017

4. Committee Turnover

- Most members of the Food Security and Climate Disruption Committee have put their names forward to serve on the committee for another term

Next meeting: December 1, 2016

The meeting adjourned at 6:20 pm


Sam Brownlee, Chair

Davina Hartwell, City Clerk

J:\Clerks\Committees\Food Security & Climate Disruption\Minutes\2016\Nov 3.docx