

A G E N D A

REGULAR MEETING OF COUNCIL

**MONDAY, DECEMBER 9, 2019 AT 2:00 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 unceded 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 8

1. Special Meeting held at 12:30 pm, Regular Council Meeting held at 2:00 pm on November 25, 2019 and Annual Organizational Meeting held at 7:00 pm on December 2, 2019.

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. Uptown Merchants Association

Barb Mellaart in attendance to present to Council a donation from the Uptown Merchants Association for the cost of decorative lighting in the Uptown area.

2. Sean Rorison, Development Manager, BC Housing Corporation - Page 19

In attendance to speak to Alberni Community and Woman's Services Society's Second Stage Housing Project.

[Following the BC Housing Corporation's delegation Council may wish to consider the following motion:]

That Council authorize the Mayor and the City Clerk to execute the Letter of Intent between the City of Port Alberni and BC Housing Management Commission which sets out the proposed partnership between the City and BC Housing for the lease and redevelopment of properties owned by the City for the purpose of building a new second-stage housing for women and their children.

3. Ms. Marcie DeWitt, Consulting Services - Page 22

In attendance to present to Council the 2019 Child Care Action Plan – A Child Care Needs Assessment for the Alberni-Clayoquot Regional District.

[Following Ms. DeWitt's presentation, Council may wish to consider the following motion:]

That Council of the City of Port Alberni continue to support the Alberni-Clayoquot Regional District in managing the Community Child Care Planning Program on behalf of the City of Port Alberni.

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 Acting Director of Finance dated December 9, 2019, be received and the cheques numbered _____ to _____ inclusive, in payment of accounts totalling \$_____, be approved.

2. City Clerk - Tag Day Applications - Page 27

Report dated December 2, 2019 from the City Clerk regarding the assignment of Tag Days' for the 2020 calendar year.

That Council for the City of Port Alberni approve the 2020 Tag Day allocations as outlined on Attachment 1 of the 2020 Tag Day Applications Report dated December 2, 2019.

3. City Clerk – 3123 – 3rd Avenue Façade - Page 30

Report dated December 3, 2019 from the City Clerk responding to a letter to Council regarding the façade of the building located at 3123 – 3rd Avenue.

That the report from the City Clerk dated December 3, 2019, be received.

Council direction requested.

4. City Clerk – Rain Coast Cannabis Inc. - Page 34

Report dated December 4, 2019 from the City Clerk regarding a Retail Cannabis Store application to be located at 4102 Redford Street. [NOTE: The applicant, Mr. John Saliken will be in attendance and available to respond to any questions from Council]

That the report from the City Clerk dated December 4, 2019 be received.

That Council for the City of Port Alberni supports the approval and authorization of Rain Coast Cannabis Inc. located at 4102 Redford Street, and endorses the comments as provided in the report from the City Clerk dated December 4, 2019.

5. Manager of Planning – Development Variance Permit – 4279 Ravenhill Avenue - Page 42

Report dated December 2, 2019 from the Manager of Planning requesting consideration of an application for a Development Variance Permit to permit the construction of two accessory buildings with a combined total area exceeding the permissible area of 85 m² (915 ft²).

Mayor to invite Manager of Planning to provide comment/background information regarding the application including any correspondence and/or late correspondence received.

The Mayor to invite a presentation by the Applicant [if in attendance]

The Mayor to invite input from the Public.

The Mayor to invite any questions from Council.

That Development Variance Permit No.97 to vary Section 6.10.6 Accessory Buildings (in A zones (A1,FD)) regulations for the total floor area of all accessory buildings, from 85 m² (915 ft²) to 97.8 m² (1052.7 ft²) a variance of 12.8 m² (137.8 ft²), for the property located at 4279 Ravenhill Avenue and legally described as Lot 5, District Lot 1, Alberni District, Plan 11303 Except that part in Plan 25083 (PID: 004-990-4210), be authorized by City Council.

6. Director of Parks, Recreation and Heritage - Community Investment Program - 2019 Recommendations - Page 51

Report dated December 9, 2019 from the Director of Parks, Recreation and Heritage providing the 2020 Community Investment Program recommendations of the Community Investment Program Committee.

That the report dated December 9, 2019, be received and Council for the City of Port Alberni approve the 2020 Community Investment Program recommendations of the Community Investment Program Committee in the amount of \$39,800.00.

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.

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.

1. Wesley Bloxham - Page 55

Letter dated November 27, 2019 requesting Council support a process of public engagement to develop a phased approach to carry out improvements to Argyle Street and 3rd Avenue.

That the letter dated November 27, 2019 requesting Council support and to initiate a public engagement process to develop a phased approach to carry out improvements to Argyle Street and 3rd Avenue, be received.

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. Alberni Valley Chamber of Commerce - Page 70

Letter dated November 28, 2019 advising their Board of Directors unanimously passed a motion to fully support and endorse Council's budget plans for 2020.

2. Union of British Columbia Municipalities – Gas Tax Agreement Community Works Fund Payment - Page 71

Letter dated November 27, 2019 advising that UBCM is distributing the second Community Works Fund payment for the fiscal year 2019/2020 in the amount of \$399,623.05.

3. Advisory Planning Commission - Page 72

Minutes from the November 21, 2019 meeting. [NOTE: Minutes are being provided to Council at this time to ensure Council is aware of two development applications that are currently underway. In each case, the applicants have a number of conditions that need to be met before Council is in a position to entertain bylaw amendments, public hearings etc. Staff anticipate that Council will be asked to consider bylaw amendments associated with the applications in January 2020.]

That Informational Correspondence items numbered 1 through 3 be received and filed.

K. REPORT FROM IN-CAMERA

L. COUNCIL REPORTS

1. Council and Regional District Reports - Page 78

That the Council reports outlining recent meetings and events related to the City's business, 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. Alberni-Clayoquot Regional District Planning Function

That Council direct staff to write to the Alberni-Clayoquot Regional District expressing the City's interest in discussing the City's participation in the regional planning function.

2. Fibre Optics Network

That Council direct staff to prepare a report speaking to the opportunities, benefits and costs associated with the installation of fibre optics within City boundaries, including the City's ability to own and operate the utility and the economic development opportunities and benefits the City may experience should a fibre optics network be made available to the private sector and the community in general.

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 THE SPECIAL MEETING OF COUNCIL
FOR THE PURPOSE OF ESTABLISHING AN IN-CAMERA MEETING
MONDAY, NOVEMBER 25, 2019 AT 12:30 PM
IN THE CITY HALL COMMITTEE ROOM**

PRESENT: Mayor Minions, Councillors Corbeil, Haggard, Paulson, Poon, Solda and Washington

STAFF: T. Pley, CAO
D. Hartwell, City Clerk
T. Slonski, Deputy City Clerk
K. Tremblay, Manager Human Resources
W. Thorpe, Director of Parks, Recreation & Heritage
K. McDougall, Manager of Planning
P. Deakin, Economic Development Manager

It was moved and seconded:

That Council conduct a Special Council meeting closed to the public on the basis that one or more matters covered under Section 90 of the Community Charter will be considered, specifically outlined as follows.

Section 90(1)(a) personal information about an identifiable individual who holds a position as an officer of the municipality; and


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

CARRIED

The meeting was terminated at 5:52 p.m.

CERTIFIED CORRECT

Mayor Sharie Minions



Davina Hartwell, City Clerk

**MINUTES OF THE REGULAR MEETING OF COUNCIL
HELD MONDAY, NOVEMBER 25, 2019 AT 2:00 PM
IN THE CITY HALL COUNCIL CHAMBERS**

PRESENT: Mayor Minions, Councillors Corbeil, Haggard, Poon, Solda, Paulson and Washington

A. CALL TO ORDER AND APPROVAL OF AGENDA

It was moved and seconded:

That the agenda be approved as circulated.

CARRIED

B. ADOPTION OF MINUTES

It was moved and seconded:

That the minutes of the Special Meeting held at 12:45 pm and the Regular Council Meeting held at 2:00 pm on November 12, 2019, be adopted.

CARRIED

C. PUBLIC INPUT PERIOD

Mr. Forbes asked Council to consider implementing a bylaw that would see those businesses who display holiday decorations in advance of November 12 pay a donation to the poppy fund. Mr. Forbes believes that display of Christmas decorations may be seen as disrespectful to our Veterans who acknowledge Remembrance Day on November 11th.

Mr. Anderson called upon Council to formalize an action plan that will address unemployment, homelessness, addictions and crime within the City.

Mr. Douglas extended an invitation to Council to attend Dinner & Dialogue on Wednesday, November 27th 5:30 – 8:00 pm at the Barclay Hotel. This event is an opportunity for dialogue in identifying possible solutions around the challenges of criminal behavior and its impact on the community.

Mr. Brevick commented on the City's ongoing work in establishing bylaws that will permit cannabis cultivation and processing facilities within City boundaries. He also commented on his efforts in establishing a mini regatta [bath tub race] that would take place on the canal.

D. DELEGATIONS

1. Royal Canadian Marine Search & Rescue [RCMSR]

Paul Cumberland, Director of Administration, RCMSR joined Mayor Minions in presenting the Canadian Coast Guard Auxiliary Administrative Excellence Medal to Port Alberni resident Mr. Ian Arklie. The Administrative Excellence medal is given to members in recognition of outstanding achievement and service to the Auxiliary. Mr. Arklie participated in 171 missions and was instrumental in returning people home safely.

E. UNFINISHED BUSINESS NIL

F. STAFF REPORTS

1. Accounts

It was moved and seconded:

That the certification of the Acting Director of Finance dated November 25, 2019, be received and the cheques numbered 144919 to 145013 inclusive, in payment of accounts totalling Nine hundred Eighty-three thousand, four hundred and sixty-seven dollars and six cents \$983,467.06, be approved.

CARRIED

2. City Clerk – Council Regular Meeting Times

It was moved and seconded:

That the report from the City Clerk dated November 21, 2019 be received.

CARRIED

3. City Clerk – WVHHS Request for Funds – Glass Replacement – Train Coaches

It was moved and seconded:

That Council for the City of Port Alberni reimburse the Western Vancouver Island Industrial Heritage Society a total of \$9,072.00 for train coach glass repairs with funding from Contingency.

CARRIED

4. Manager of Planning – Cannabis Cultivation Zoning – Public Engagement Summary and Proposed Recommendations

It was moved and seconded:

That the report from the Manager of Planning dated October 20, 2019 be received.

CARRIED

Cannabis Cultivation & Processing

Indoor Facilities [greenhouse or warehouse]

It was moved and seconded:

That City Council support the recommended approach to zoning for cannabis cultivation and direct staff to prepare a bylaw reflecting those changes as follows:

- 1. That Standard Cultivation Facilities (anything more than 200m2 in size) be allowed in the Light Industry (M1), Medium Industry (M2), and Heavy Industry (M3) zones.*
- 2. That Micro-Cultivation Facilities (anything up to 200m2 in size) be allowed in the Light Industry (M1), Medium Industry (M2), Heavy Industry (M3), Service Commercial (C3), and Highway Commercial (C4) zones.*
- 3. That Cannabis Nursery Facilities (limited to 50m2 in size, and only the production of seeds, seedlings, and clones – no dried flower) be allowed in the Light Industry (M1), Medium Industry (M2), Heavy Industry (M3), Service Commercial (C3), Highway Commercial (C4), and Agriculture (A1) zones.*

It was moved and seconded:

That council amend the main motion by deleting 'and Agriculture (A1) zones' as noted in item 3 – Cannabis Nursery Facilities.

CARRIED

Council then voted on the main motion as amended.

CARRIED

Other zoning bylaw regulations:

It was moved and seconded:

1. *That staff propose definitions for the types of Cannabis Facilities that are consistent with Health Canada's definitions.*
2. *That staff include recommendations for building setbacks, buffer zones, and regulations to help mitigate noise and odor concerns.*
3. *That any Cannabis Production Facility be required to obtain a Development Permit (regarding building form and character) to ensure a high-quality development and mitigate impacts to the visual landscape.*

CARRIED

5. Director of Engineering and Public Works – Grandview Road Walkway (Compton Rd to Otter place) Construction Update

It was moved and seconded:

That the Director of Engineering and Public Works report dated November 18, 2019 be received for information.

CARRIED

6. Economic Development Manager – Port Alberni Age-friendly Initiative Funded by UBCM

It was moved and seconded:

That Council direct staff to complete the 2019 Age-friendly funding commitments and not proceed with an application for additional funding in the 2020 calendar year at this time.

CARRIED

7. Chief Administrative Officer – 2020 – 2024 Five Year Financial Plan – Introduction

It was moved and seconded:

That the verbal report from the Chief Administrative Officer and the Acting Director of Finance regarding the 2020 – 2024 Five Year Financial Plan, be received.

CARRIED

8. Managers' Reports

Director of Parks, Recreation and Heritage

It was moved and seconded:

That the report from the Director of Parks, Recreation and Heritage dated November 25, 2019 providing information about current departmental operations, be received.

CARRIED

The meeting was recessed at 3:47 pm

The meeting reconvened at 3:47 pm

G. BYLAWS NIL

H. CORRESPONDENCE FOR ACTION

1. City of Victoria

It was moved and seconded:

That the letter from Mayor Helps, City of Victoria dated November 12, 2019 asking Council to support the City of Victoria's resolutions to the Provincial Government regarding the opioid crisis be received and that Council of the City of Port Alberni also provide a letter to the Provincial Government in support of Victoria's resolutions as well as asking the provincial government to invest in much needed treatment facilities.

CARRIED

2. Mr. Kevin Goldsbury

It was moved and seconded:

That the email dated November 20, 2019 from Mr. Goldsbury requesting Council consider changing the City's regulations as it relates to relocating recycled homes within the City to reflect the codes of other municipalities be received, and that Council for the City of Port Alberni direct staff to bring forward a report and recommendation[s] for Council's consideration.

CARRIED

3. Margaret Lamb, Early Childhood Educator – Co-owner & Operator

It was moved and seconded:

That the email dated November 21, 2019 requesting a letter of support to accompany Alberni Valley Saplings grant application for funding to open a childcare centre at 5100 Tebo Avenue be received, and that Council direct staff to prepare a letter of support.

CARRIED

I. PROCLAMATIONS NIL

J. INFORMATIONAL CORRESPONDENCE

1. Alberni Valley Museum and Heritage Commission

Minutes from the October 2, 2019 meeting.

2. Pam Craig, Board Chair, Board of Education for School District 70 (Alberni)

News Release dated November 20, 2019 advising that the Board of Education for School District 70 (Alberni) is considering a name change for the school district as well as for Ucluelet Secondary School and AW Neill Elementary School.

3. Nuu-chah-nulth Tribal Council

Letter dated November 7, 2019 from Amelie Duquette, Quu%asa Youth Worker requesting a letter of support to accompany an application for a Civic Forfeiture Grant on "Crime Prevention" to develop a drop in centre.

Staff will be meeting with the letter writer early December to discuss the initiative as outlined in their letter. Following this meeting, any actions required on the part of Council will be brought forward to a Regular meeting in January 2020.

4. Alberni Valley Chamber of Commerce

Copy of a letter dated November 19, 2019 from Bill Collette, CEO to Technical Safety BC expressing their concern with the ongoing shutdown of the Alberni Valley Multiplex and the impact on the community.

It was moved and seconded:

That Informational Correspondence items numbered 1 through 4 be received and filed.

CARRIED

K. REPORT FROM IN-CAMERA NIL

L. COUNCIL REPORTS

1. Council and Regional District Reports

It was moved and seconded:

That the Council reports outlining recent meetings and events related to the City's business, be received.

CARRIED

M. NEW BUSINESS

N. QUESTION PERIOD

O. ADJOURNMENT

It was moved and seconded:

That the meeting adjourn at 4:18 pm.

CARRIED

CERTIFIED CORRECT

Mayor


Clerk

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**MINUTES OF THE ANNUAL ORGANIZATIONAL MEETING OF COUNCIL
HELD MONDAY, DECEMBER 2, 2019 AT 7:00 PM
IN THE CITY HALL COUNCIL CHAMBERS**

PRESENT: Mayor Minions, Councillors Corbeil, Haggard, Poon, Solda, Paulson and Washington

A. CALL TO ORDER AND APPROVAL OF AGENDA

It was moved and seconded:

That the agenda be approved with the addition of late item 6.1[a] correspondence from Chris Alemany.

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:

Lisa Krause
Zsolt Hengsperger

3. Regional District Directors

It was moved and seconded:

That Council for the City of Port Alberni appoint Mayor Minions (allocated 5 votes) and Councillor Haggard (allocated 4 votes), to the positions of Director of the Alberni-Clayoquot Regional District.

ENTERED

B.1(c)

Alternates shall be (in order):

***Councillor Paulson
Councillor Corbeil
Councillor Solda
Councillor Poon
Councillor Washington***

CARRIED

4. Vancouver Island Library Board

Letter dated October 28, 2019 requesting consideration of the City's representative to the Vancouver Island Regional Library Board.

It was moved and seconded:

That Mayor Minions be appointed to the Vancouver Island Library Board for a term of one year commencing January 1 to December 31, 2020 and that Councillor Paulson be appointed as the alternate.

CARRIED

5. Appointments to Committees and Commissions

Committee and Acting Mayor appointments.

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

6. Schedules of Meetings

Adoption of Council/Committee Meeting Schedules

a) Regular Meetings

[Note: Email received November 27, 2019 from Joseph Leskosek commenting on Regular meeting times].

It was moved and seconded:

That correspondence sent to City Council on November 26, 2019 from Chris Alemany regarding start times of Regular Council Meetings, be received

CARRIED

It was moved and seconded:

That the 2020 Regular Meeting Schedule of City Council be approved as circulated.

CARRIED

b) Committee/Commission Meetings

It was moved and seconded:

That the 2020 meeting schedules for the Committee of the Whole, Advisory Planning Commission, Alberni Valley Heritage Commission, Audit Committee and Advisory Traffic Committee be approved as circulated.

CARRIED

7. Mayor - Closing Remarks

C. ADJOURNMENT


It was moved and seconded:

That the meeting adjourn at 7:20 pm.

CARRIED

CERTIFIED CORRECT

Mayor



Clerk

December 9th, 2019

LETTER OF INTENT

Between

The City of Port Alberni (the City) and BC Housing Management Commission (BC Housing)

**Regarding the Lease and Redevelopment of Sites Owned by the City of Port Alberni for
Second Stage Housing**

1.0 INTRODUCTION

The City of Port Alberni, in collaboration with BC Housing, is responding to the existing and emerging need to provide women and their children who are at risk of violence and/or who have experienced violence with access to safe and secure housing.

This Letter of Intent (LOI) is not legally binding and sets out the proposed partnership between the City and BC Housing for the lease and redevelopment of properties owned by the City.

BC Housing is proposing to build new second-stage housing for women and their children. The second-stage units would be short-term housing, available for stays between six months and 18 months. Second-stage housing assists women who have left abusive relationships make plans for independent living. Alberni Community and Woman's Services Society (ACAWS) has been selected through an expression of interest last year as the operator and would oversee the tenant selection process.

Since 1981, ACAWS has offered a safe place to stay at their Transition House in Port Alberni for women who have had to flee an abusive relationship quickly without time to prepare. Women and their children are offered a place to stay on a short term basis and receive essentials such as food, clothing, and toiletries while there in residence. As part of their services, ACAWS also offers ongoing counselling for women and their children, community support and outreach and services of a community based victim services worker.

2.0 OBJECTIVE

This LOI establishes the conditions of the land lease and establishes the basis of understanding between the two parties in facilitating the lease and redevelopment.

3.0 SUBJECT LANDS

A portion of the following properties (the lands) are subject to this LOI:

1. Lot A, District Lot 92, Alberni District, Plan 31446, Except Part In Plan VIP58940, VIP87123, VIP88262, and EPP12140, (PID: 001-161-334)
2. Lot 23, Block L, District Lot 92, Alberni District, Plan 421, (PID: 009-066-268)
3. Lot 24, Block L, District Lot 92, Alberni District, Plan 421, (PID: 009-066-306)

Subject Lands



4.0 LEASE OF LAND

This LOI forms the consent of the City that BC Housing may apply to the City for subdivision and consolidation of the lands, creating a land parcel suitable for construct of the housing project. Once the lands have been subdivided and consolidated, the City intends to enter into a lease with the Provincial Rental Housing Corporation (which is administered by BC Housing) for a 60-year term for a nominal fee.

5.0 DEVELOPMENT APPROVALS PROCESS

BC Housing will work collaboratively with the City to identify and address issues with the intent that BC Housing will make applications to the City related to Subdivision, Rezoning, Development Permit and Building Permit, and that those applications can be expeditiously processed. Nothing in this LOI fetters the role of Council for the City of Port Alberni to make decisions with regard to any of the applications noted above, or predetermines the outcome of the City's processes in those regards.

Both parties recognize that good communication, prompt responses, and complete documentation will be essential.

6.0 INFORMATION MANAGEMENT

The City of Port Alberni and BC Housing will consult with one another when preparing press releases, preparing for the release of any public information, or organizing any public events to ensure the other party has an opportunity to provide input prior to release of information.

7.0 IMPLEMENTATION OF LETTER OF INTENT

No legal rights or obligations shall be created or arise until BC Housing's Executive Committee and Council for the City of Port Alberni have approved this LOI and all legal documentation required to implement this LOI and which will replace this LOI has been fully executed on terms and conditions satisfactory to the solicitors for BC Housing and the City.

For City of Port Alberni

For BC Housing

Davina Hartwell, City Clerk

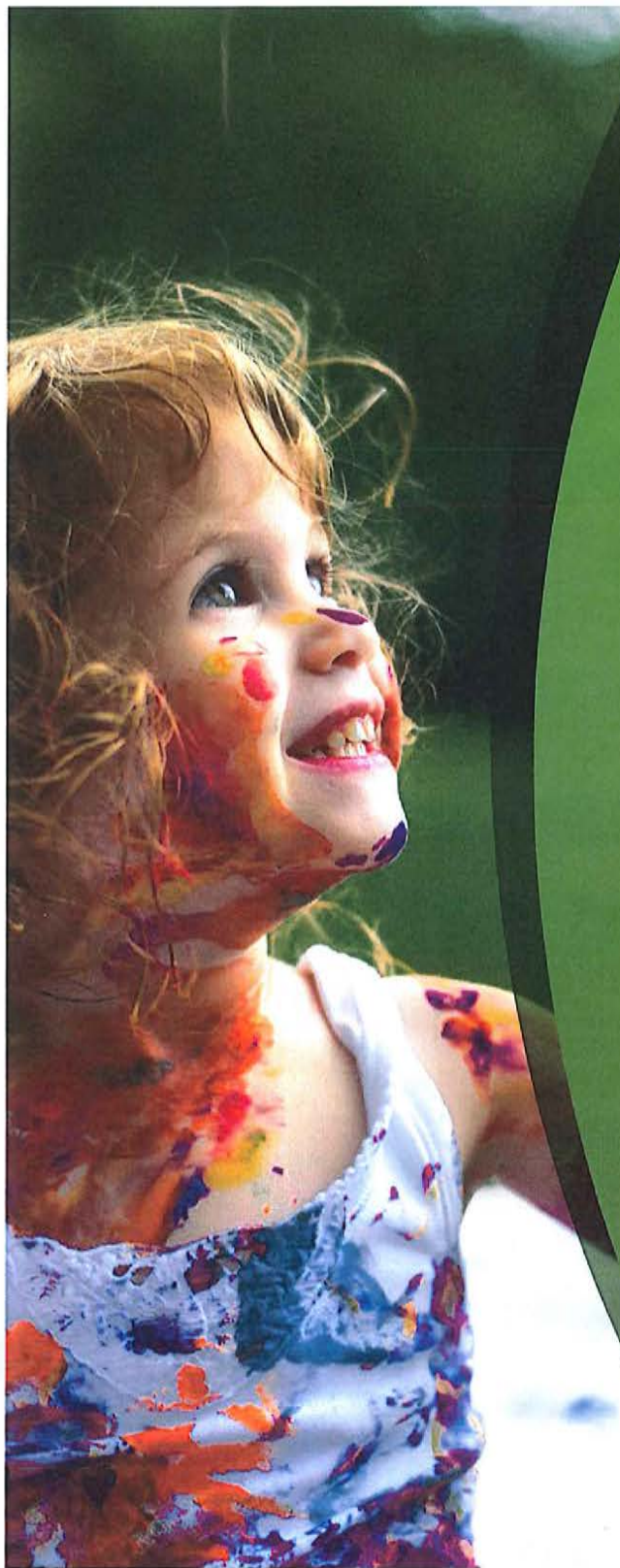
Signature

Sharie Minions, Mayor

Name

Date

Date



**Collaborative
Child Care
Planning Across
Alberni - Clayoquot:**

***A Child Care
Needs Assessment
for the ACRD, 2019***



**ALBERNI-CLAYOQUOT
REGIONAL DISTRICT**

REGULAR COUNCIL AGENDA - DECEMBER 9, 2019

ENTERED
22

D.2

EXECUTIVE SUMMARY

Collaborative Child Care Planning Across Alberni-Clayoquot is both a report and a call to action. Initiated by the Union of British Columbia Municipalities Community Child Care Planning Program, this process recognizes the importance of appropriate child care in creating enriching environments for young children and in supporting parents in their employment, education, and other goals, all of which contribute to a strong social and economic fabric. It also recognizes the role that local governments - municipalities, regional districts, Nuu-Chah-Nulth communities and school districts - have in facilitating access to quality child care.

Many different sources were used to gather information about the current state of child care in the Alberni Clayoquot Regional District (ACRD), including a parent survey, a child care provider survey, parent focus groups, parent and stakeholder open houses, and interviews with early childhood educators and other knowledgeable early years professionals.

Anecdotally, the affordability and availability of child care spaces has caused stress for families. This report offers benchmark data, including the number of child care spaces across the region. It also offers the experiences of nearly 300 families representing nearly 500 children, and that of nearly half of the estimated early childhood educators and other child care workers in the region.

- **One-third** of parent survey respondents are not able to access child care, either because there are insufficient spaces and their children are on a waitlist, or because of other barriers including cost or inflexible hours
- **77.7%** of parent survey respondents who are able to access care are happy with the quality of care their children receive
- When asked about the impacts of barriers to accessing child care, 34% of parent survey respondents identified a negative impact on their career, with some parents taking longer, unpaid maternity leave, switching careers, or leaving the workforce permanently. From a respondent that has not been able to find child care: "I had to give up a job that I spent a lot of time working towards. We are now a one income family, which is a significant financial barrier. Our housing may become insecure as a result."

Across the ACRD, parents face challenges finding child care, point blank. This challenge is most acute for parents of infants and toddlers and for parents seeking before and/or after school care for school-age children. Parents engaged in shift work or non-traditional work schedules also face challenges in finding care that is flexible and operates outside of standard hours (8am-6pm). Certain communities within the ACRD are severely lacking care, either in general or for specific age groups.

Provincial investments in child care infrastructure are encouraging. Though there are barriers to increasing the number of child care spaces across the ACRD, including an insufficient number of early childhood educators and the geography of the region, there are also interested stakeholders representing a variety of institutions, including government, education, early years, and the nonprofit sector. With the information and recommendations in this report, local actors are poised to work collaboratively to bring about positive changes for the children and families that call the region home.

Recommendations

Local Government



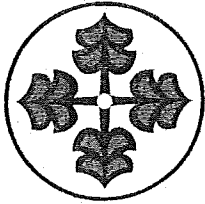
Advocate/request that provincial government expedite the \$10aDay child care plan implementation universally and play an active role in advocating for provincial level changes.



Work with the child care sector to meet space creation targets based on Child Care Needs Assessment (2019) through leadership, advocacy, partnerships, and monitoring.



Update and/or add child care supporting policies.



CITY OF PORT ALBERNI

City Hall
4850 Argyle Street
Port Alberni, B.C. V9Y 1V8
Tel. (250) 723-2146 Fax: (250) 723-1003

COMMUNITY CHILD CARE PLANNING PROGRAM

That Council for the City of Port Alberni support the Alberni-Clayoquot Regional District's (ACRD) application to the UBCM Community Child Care Planning Program for funding to undertake child care planning activities and develop a community child care space creation action plan for ACRD region communities; and further that the ACRD, as the primary applicant, be authorized to apply for, receive and manage grant funding on the City of Port Alberni's behalf.

Certified a true copy of a resolution adopted by the Council of the City of Port Alberni on the 28th day of January, 2019.

Dated this 31st day of January, 2019.

Davina Hartwell

Davina Hartwell, City Clerk

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**Excerpt of the draft Minutes of the Alberni-Clayoquot Regional District Board
of Directors re: Child Care Needs Assessment held November 27, 2019
Provided for Information**

MOVED: Director Osborne

SECONDED: Director Solda

THAT the Alberni-Clayoquot Regional District Board of Directors receive the final report on the "Collaborative Child Care Planning Across the Alberni-Clayoquot: A Child Care Needs Assessment for the ACRD, 2019" as presented.

CARRIED

MOVED: Director Osborne

SECONDED: Director Solda

THAT the Alberni-Clayoquot Regional District Board of Directors write the provincial government and request they expedite the \$10aDay Child Care Plan implementation universally and play an active role in advocating for provincial level changes and cc all local governments.

CARRIED

MOVED: Director Osborne

SECONDED: Director Cote

THAT the Alberni-Clayoquot Regional District request the Alberni-Clayoquot Health Network & First Nations Health Authority to review the final report and make recommendations to ACRD Planning Department staff and Board of Directors on options for a regional approach to addressing the actions identified in the Child Care Needs Assessment Plan for the region.

CARRIED

MOVED: Director Osborne

SECONDED: Director McNabb

THAT the Alberni-Clayoquot Regional District Board of Directors instruct Planning Staff to investigate and report back to the ACRD Board of Directors on options to update and/or add child care supporting policies identified in the plan that are actionable by Regional Districts.

CARRIED



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 2, 2019

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

Tim Pley, CAO

SUBJECT: 2020 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 2020 tag day allocations as outlined in the attached chart.

Respectfully submitted

Davina Hartwell
City Clerk

Attachment

J:\Clerks\Tag Days\2020\ReportToCouncil2020_tf.doc

Group Name	Recommended Tag Day
Alberni District 4-H Senior Council	April 10 th & 11 th
Alberni District Secondary Boys Rugby	February 28 th & 29 th
Alberni District Secondary Girls Rugby	January 31 st & February 1 st
Alberni District Secondary Cheerleaders	September 18 th , 19 th & 20 th
Alberni District Secondary Dance Team	February 14 th & 15 th
Alberni District Secondary Prom Committee	January 17 th & 18 th
Alberni District Secondary Boys & Girls Basketball Teams	November 14 th
Alberni Valley Energizer's Athletic Society (Operation Trackshoes)	May 8 th , 9 th & 10 th
Alberni Valley Minor Hockey Association	October 7 th – 10 th
Alberni Valley Track Club	May 2 nd & 3 rd
Alberni Valley Tyees Lacrosse	April 7 th , 8 th , 15 th & 16 th
Bread of Life Centre	June 12 th & 13 th
Canadian Cancer Society	April 18 th
Canadian Mental Health Association	April 17 th & May 14 th
Ecole des Grands-cedres	February 7 th & 8 th
Elite Dance Academy	October 16 th & 17 th
1 st Port Alberni Scouts	October 3 rd
Jericho Road Church	April 3 rd & 4 th
Maritime Heritage Society	May 22 nd & 23 rd
Mt Arrowsmith Skating Club	September 26 th & 27 th
PAGO Grannies	June 5 th & 6 th

Group Name	Recommended Tag Day
Port Alberni Friendship Centre	July 2 nd & 3 rd
Port Alberni Gymnastics Academy (PAGA)	September 12 th & 13 rd
Port Alberni Highland Dancing Association	February 22 nd & 23 rd
Port Alberni Navy League Cadet Core, Port Alberni Branch	January 3 rd & 4 th
Port Alberni Neighbourlink Society (Breakfast Read and Feed Program)	August 15 th
Port Alberni Professional Fire Fighters * (Muscular Dystrophy Committee)	April 24 th & 25 th
Port Alberni Royal Canadian Sea Cadet Core	March 7 th & 8 th
Port Alberni Tsunami Swim Club	May 16 th & 17 th
Royal Canadian Legion, Branch No. 293 * (Poppy Campaign)	October 30 th to November 10 th
Salvation Army, Alberni Valley Ministries ** (Christmas Kettle Campaign)	November 16 th to December 24 th
SPCA (BC), Alberni-Clayoquot Branch	June 19 th & 20 th
Special Olympics BC – Port Alberni	March 27 th & 28 th
Stage West School of Performing Arts	October 23 rd , 24 th & 25 th
Young Life - Port Alberni / Island West	May 28 th & 29 th

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CITY OF PORT ALBERNI

CLERK'S DEPARTMENT REPORT TO COUNCIL

TO: Tim Pley, CAO

FROM: Davina Hartwell, City Clerk

COPIES TO: Mayor and Council
Pat Deakin, Economic Development Manager

DATE: December 3, 2019

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

Tim Pley, CAO

SUBJECT: 3123 3rd Avenue – Façade

Issue:

Letter to Council signed by 33 Valley residents (attached) stating they find the building at 3123 3rd Avenue "to be unattractive and offensive to the community" and requesting "the owner of the building be ordered to improve the façade by a specific date".

Background:

The City of Port Alberni has a partnership with Community Futures Alberni-Clayoquot which provides a program to give monetary assistance and design services as an incentive to building/business owners in order to improve the character and physical appearance of their buildings. The program guidelines are intended to set a quality standard for the types of improvements, and act as a guide for application reviews by the Project Review Committee which consists of 3-5 representatives from the City of Port Alberni and Community Futures Alberni-Clayoquot.

The registered owner of the property at 3123 3rd Avenue is 568165 BC Ltd. The owner previously submitted an application under the Business Façade Improvement Program which was approved. This particular building/project was deemed eligible for a 50% reimbursement grant up to \$7,500 with an additional \$1,000 because of its location on upper 3rd Avenue. In order for funding to be released and to continue the incentive to the owner, Community Futures Alberni-Clayoquot has advised they have extended the end date for completion of façade improvements for this building to March 20, 2020 (within their fiscal year).

It has not been determined at this time whether the Program will be available in 2020.

There is a strong potential that this particular building façade work will not be completed under the parameters of the Business Façade Improvement Program. Although a petition with 33 signatures has been received stating that they feel the building is offensive, and the fact that the owner has been granted an extension to complete façade improvements, staff are of the opinion that the City not take action until the March 20th deadline. In addition, there are other much higher priority buildings requiring more immediate attention.

Options

1. Allow the owner the time [until March 20, 2020] in the hopes that the works will be completed. If not, Council may pursue remedial action requirements at that time.
2. With a petition in hand stating members of the community feel the building is dilapidated enough to be considered offensive, Council may consider directing staff to commence the process to declare the building, or portion of the building, a nuisance under s. 74 of the Community Charter and imposing remedial actions required.

Recommendation:

That the report from the City Clerk dated December 3, 2019, be received.

Council direction required.

Respectfully submitted,

Davina Hartwell
City Clerk



RECEIVED

OCT 11 2019

CITY OF PORT ALBERNI

Oct. 9, 2019.

To the Port Alberni City Council

Please be advised that we, the undersigned, find the building at 3123 3rd Ave. (the old billiards hall) to be very unattractive and offensive ^{ra} to the community. It is an embarrassment to our city.

We request that the owner be given orders to ~~bring~~ improve the facade by a specific date. Hopefully this date would be in the very near future.

We appreciate your attention to this matter.

Sincerely,

Bette Hansen, 3523 McKnight St., P.A.
Kathy Komar, 5044 PEACE RD P.A.
Yvonne Rogers, 2835 14th Ave P.A.

Penny Cote	5314 ARGYLE ST	PORT ALBERNI
Barbara Living	3621 Porritt Pl	Port Alberni
Emily Mallory	5175 Darnley RD	Port Alberni
Lynne ERICKSON	4026 CRAIG RD.	PT. ALBERNI
Linda Jeter	5642 Strathcona St	PT. ALBERNI
Sharon Murray	3590 Estevan Dr.	Port Alberni
Carol Novak	3622 Porritt Pl.	Port Alberni
Ursula Henning	10028 Lakeshore Rd.	Port Alberni
Rita McKinnin	4577 GLENSIDE CRES.	PORT ALBERNI
Joe Krzmaric	5844 PIERCE RD.	Port Alberni
Heather Bore	3071 Kingsway Ave	PORT ALBERNI
W E Emerson	2313 11th AVE	Port Alberni
Tundy Boshan	#27-10325 LAKE SHORE - P.A.	
Michelle Fanks	#27-10325 Lakeshore Road	Port Alberni
Valorie Smith	2680 4th Avenue	Port Alberni
Katrina Seward	7453 Bull RD	Port Alberni
Kmerello	2361 9th Ave	Port Alberni
G. Jaffer	5241 Gertrude.	Port Alberni
Gayle Stephen Payer	Andersson	Port Alberni
Johnny Albanos	C-5262 Argyle	" "
Tom Albanos	6655 Horn Lake Rd.	Port Alberni
J Timmons	6655 Horn Lake Rd	PA
J Timmons	2830 BURDE ST	PAID TIMMONS
PA	"	Port Alberni
PA	2860 ANDERSON	NICK KLEMORE
PA	2860 ANDERSON	Port Alberni
PA	4204 4024 HORTON ST	P.A.
PA	Stan and Elizabeth Ostropolski	2820 Anderson P.A.
PA	Dora Schette	6181 Kirkpatrick Rd
PA	Kelly Schette	P. Alberni



CITY OF PORT ALBERNI

BYLAW SERVICES

TO: Tim Pley, CAO
FROM: Davina Hartwell, City Clerk
COPIES: Mayor & Council
DATE: December 4, 2019

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

Tim Pley, CAO

SUBJECT: Rain Coast Cannabis Inc.

Issue:

To request Council's consideration regarding a Retail Cannabis Store application to be located at 4102 Redford Street.

Background:

On February 11th, 2019, Council for the City of Port Alberni adopted *Zoning Amendment T17, Bylaw No. 4979* to permit Retail Cannabis Stores within the City's four commercial zones and to regulate setback requirements in relation to schools.

On March 25th, 2019, Council adopted the City of Port Alberni *Business Licence Bylaw No. 4951-1*, amending regulations for Retail Cannabis Stores, while repealing provisions for Medical Marijuana Dispensaries.

Private Retail Cannabis Stores are regulated under the *Cannabis Control & Licensing Act*. Applicants must submit their applications to the Liquor & Cannabis Regulation Branch ("LCRB") for consideration. A representative from the LCRB reviews the application for compliance with provincial legislation and then forwards the application to the applicable local government for consideration, comments, and recommendations on how to proceed. The LCRB has advised that a provincial application will not proceed further without support (via a positive recommendation) from the local government.

Discussion:

Location

The proposed site for this business is 4102 Redford Street. This location is within City limits and is zoned C2 – General Commercial. *Zoning Amendment T17, Bylaw No. 4979* was adopted on February 11th, 2019 and specifies Retail Cannabis Stores as a permitted use in the C2 zone.

ENTERED

Impact on Community

Notice for public comment was posted to the local newspaper, as well as distributed to all properties located within a 75m radius of the proposed site. One response was received and is attached.

Fire, Building, and the RCMP were all provided copies of the application. No comments or position on the application were provided.

Store Operations

The proposed location will be in compliance with all regulatory requirements identified by the province. In addition to these requirements, the applicant will be required to ensure the following:

- Storefronts will have frosted windows to align with Health Canada's requirements that cannabis not be visible to minors;
- All cannabis products are sourced from federally licensed cannabis producers that are required to meet Health Canada's guidelines;
- All employees will go through a criminal background check; and
- All employees will be fully trained and obtain a Keep It Safe certification that covers best practices for dealing with problematic situations.

Security Plan

Security plans are reviewed in full by the LCRB to ensure compliance with provincial regulations. The applicant is responsible for ensuring safe practices are implemented, such as security hardware and customer/employee safety protocols. Compliance of regulatory requirements is outlined, reviewed, and managed by the province directly.

Zoning Requirements

The proposed site meets the zoning requirements of a commercially zoned lot within the C2 zone. In addition to this requirement, the proposed site is also in compliance with setback restrictions of 300m from any school within City limits. The property does fall into Development Permit Area No. 2 (Commercial). To date no building permit application has been received.

Hours of Operation

The hours of operation will be required to be compliant with both provincial and City permissions (operate between the hours of 9:00am and 11:00pm).

Conclusion:

Next steps in this process are as follows:

- Option 1)** Council provides a positive recommendation to endorse the application without further comment.
A formal letter will be sent to the LCRB to confirm Council's approval.
The applicant will be contacted by the LCRB if their application is permitted to progress forward in the provincial process.

If successful in proceeding, the LCRB will schedule an onsite inspection of the premises to confirm compliance.

The City will be notified if a provincial licence is approved.

The applicant will submit the LCRB licence number to the City with a business licence application for a Port Alberni business licence.

The applicant will obtain a Port Alberni business licence prior to any operations being conducted.

- Option 2)** Same process as specified in Option 1), however, Council provides a positive recommendation with additional comments.
- Option 3)** Council provides a negative recommendation to deny the application and a formal letter of denial will be sent to the LCRB directly.
It is recommended that Council provides comments and rationale for not supporting the application.
- Option 4)** Council provides no comment on the application. In this instance, the LCRB has advised that the application will not be processed further.

Recommendation:

That the report from the City Clerk dated December 4, 2019 be received.

That Council for the City of Port Alberni supports the approval and authorization of Rain Coast Cannabis Inc. located at 4102 Redford Street, and endorses the comments as provided in the report from the City Clerk dated December 4, 2019.

Respectfully submitted,

Davina Hartwell
City Clerk

J:\Bylaw Services\Applications - Retail Cannabis\Rain Coast Cannabis Inc\Council_Rain Coast Cannabis_Dec4.doc

From: Dr Shaun Golemba [mailto:dr_golemba@valleyvisionoptometry.ca]

Sent: Monday, December 02, 2019 7:18 AM

To: Davina Hartwell

Subject: Notice for public comment

Hi, Davina:

In response to the request for public comment, we are all happy for there to be a business going into 4102 Redford Street after having an abandoned building for so long. The common response from our team is disappointment that it is yet another marijuana shop, when there is one only a block away next to IRIS. It would be nice to have some variety in Port Alberni, yet it seems we are becoming a community of dollar stores, thrift stores, and marijuana shops.

Dr. Shaun Golemba

Valley Vision Optometry

4009 Redford Street

Port Alberni, BC V9Y 3R9

P 250.724.0933 | F 250.724.6611 | www.valleyvisionoptometry.ca | www.LowVisionBC.ca | [Facebook](#) | [Twitter](#) | [Subscribe](#) |



VALLEY VISION
OPTOMETRY

This e-mail may be privileged and/or confidential, and the sender does not waive any related rights and obligations. Any distribution, use or copying of this e-mail or the information it contains by other than an intended recipient is unauthorized. If you received this e-mail in error, please advise me (by return e-mail or otherwise) immediately.



CITY OF PORT ALBERNI NOTICE FOR PUBLIC COMMENT

Rain Coast Cannabis Inc. has applied to the Liquor and Cannabis Regulation Branch for a Retail Cannabis Store located at **4102 Redford Street**, Port Alberni.

Hours of operation are consistent for all applications, set by provincial legislation and reflected in City Bylaws.

Nearby residents and businesses who consider their interests to be affected by this application may comment in writing to the attention of:

Davina Hartwell, City Clerk
4850 Argyle Street
Port Alberni BC V9Y 1V8
Email: davina_hartwell@portalberni.ca

Written submissions must be received by **12:00 pm on Wednesday, December 4, 2019.**

Distribution: Display Ad AV News – November 26 and December 3, 2019

Post to PNPP



Job #002616

November 5, 2019

via email: davina_hartwell@portalberni.ca

Davina Hartwell
City Clerk
City of Port Alberni
4850 Argyle St., Port Alberni, BC V9Y 1V8

Dear Davina Hartwell,

Re: Application for a Non-Medical Cannabis Retail Store Licence
Applicant: Rain Coast Cannabis Inc.
Proposed Establishment Name: Rain Coast Cannabis Inc.
Proposed Establishment Location: 4102 Redford St., Port Alberni, BC V9Y 3R7

The Applicant, Rain Coast Cannabis Inc., has applied to the Liquor and Cannabis Regulation Branch (LCRB) for a Non-Medical Cannabis Retail Store (CRS) licence proposed to be located at the above-noted address. The applicant contact is John Saliken, 250-619-4050 or john@saliken.net

Local governments and Indigenous nations are a crucial part of the licensing process. Section 33(1) of the [Cannabis Control and Licensing Act](#) prevents the LCRB from issuing a CRS licence without a positive recommendation regarding the CRS licence application from the local government or Indigenous nation.

The LCRB is requesting the City of Port Alberni consider the application and provide the LCRB with a written recommendation with respect to the application. To assist with your assessment of the application, a site map of the proposed cannabis retail store is attached. The following link opens a document which provides specific and important information and instructions on your role in the CRS licensing process, including requirements for gathering the views of residents.

[Local Governments' Role in Licensing Non-Medical Cannabis Retail Stores](#)

OR

[Indigenous Nations' Role in Licensing Non-Medical Cannabis Retail Stores](#)

The LCRB will initiate an applicant suitability assessment regarding this CRS application, also known as a "fit and proper" assessment, which is comprised of eligibility and suitability requirements of the applicant and persons associated with the applicant. Once the assessment is

Liquor and Cannabis
Regulation Branch

Mailing Address:
PO Box 9292 Stn Prov Govt
Victoria BC V8W 9J8

Location:
645 Tye Road
Victoria BC V9A 6X5

Website:
[www.gov.bc.ca/cannabisregulation
andlicensing](http://www.gov.bc.ca/cannabisregulationandlicensing)

complete, you will be notified of the LCRB's determination. You may choose to withhold your recommendation until the LCRB has made a final decision regarding the applicant's suitability.

If you choose not to make any recommendation regarding this application, please contact the LCRB at the earliest convenience. Please note that a Cannabis Retail Store Licence cannot be issued unless the LCRB receives a positive recommendation from the local government or Indigenous nation. Similarly, if a local government or Indigenous nation decides not to make any recommendation, the LCRB will not consider the application any further.

If you have any questions regarding this application please contact me at 778-698-9359 or Alexandra.Sutherland-Barta@gov.bc.ca

Sincerely,

A handwritten signature in blue ink, reading "Alexandra Sutherland-Barta".

Alexandra Sutherland-Barta
Senior Licensing Analyst

Attachment

copy: John Saliken





CITY OF PORT ALBERNI

PLANNING DEPARTMENT REPORT TO COUNCIL

TO: Tim Pley, CAO
FROM: Katelyn McDougall, Manager of Planning
DATE: December 2, 2019

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

Tim Pley, CAO

SUBJECT: DEVELOPMENT APPLICATION - Development Variance Permit
4279 Ravenhill Avenue
Lot 5, District Lot 1, Alberni District, Plan 11303 Except that part in Plan 25083
(PID:004-990-421)
Applicant: R. Jaenicke and L. Ranger

ISSUE

To consider an application for a Development Variance Permit (No. 97) for 4279 Ravenhill Ave. The applicant wishes to vary section 6.10.6 of the Zoning Bylaw as it relates to the total allowable floor area of accessory buildings in "A Zones" in order to construct two accessory buildings (a vehicle garage and gym/fitness studio) at a certain size.

BACKGROUND

The property owners are seeking relief from section 6.10.6 of the Zoning Bylaw regulations as it relates to the total allowable floor area of accessory buildings in 'A Zones'. The variance would facilitate the construction of two accessory buildings at a certain size. The proposed accessory buildings would include a boat garage (465 ft²) and a studio/gym (588 ft²). The total combined floor area of the two proposed accessory buildings exceeds the allowable floor area of 807.3 ft² by 12.8 m² (137.8 ft²).

DISCUSSION

Property and Neighbourhood

The subject property is one large lot that is approximately ± 1.0 ha (2.5 acres) with partially constructed frontage along Ravenhill Avenue that is 59.7 m (195.9 ft).

The property is currently zoned 'FD – Future Development' and designated in the Official Community Plan as a mix of 'Park and Open Space' and 'Future Residential' in the OCP. The Zoning Bylaw groups zones together to simplify the implementation of regulations for similar zones. FD zones are grouped with the A1 zone under a designation of "A zones". The applicant has been in discussion with the Planning Department about rezoning the property to facilitate further subdivision, but has put those plans hold.

The subject property is located at the south end of the city in an area that is primarily single family residential, although a large part of the surrounding area adjacent to the property is undeveloped. Nearby undeveloped land should not be developed without a City approved Neighbourhood Plan in place, as per the OCP policy.

SUMMARY OF SURROUNDING AREA	
NORTH	There are three large tracts of privately owned lands.
SOUTH	A mix of City and Crown Lands, mostly treed, are located to the south of the subject property.
EAST	The neighbourhood is predominately single family residential.
WEST	There are a mix of City and Crown Lands. There is a natural area with Ship Creek passing through it with a number of informal trails used by the public.

Accessory Buildings

As the property is zoned 'FD - Future Development' (classified as an 'A Zone') section 6.10.6 of the Zoning Bylaw restricts the total floor area of all accessory buildings to a maximum of 85m² (915 ft²). The applicant would like to construct two accessory buildings with a total floor area of 1052.7 ft², as follows:

Proposed boat garage:	9.0 m x 4.8 m = 43.2 m ² (465 ft ²)
Proposed studio/gym:	9.1 m x 6.0 m = 54.6 m ² (588 ft ²)
Total Accessory Buildings:	97.8 m² (1052.7 ft²)
Total Permissible:	85m² (915 ft²)
Variance Requested:	12.8 m² (137.8 ft²)

The total combined floor area of the proposed accessory buildings exceeds the allowable floor area. The requested variance from 85 m² (915 ft²) to 97.8 m² (1052.7 ft²), would allow for an additional 12.8 m² (137.8 ft²) of floor area for the proposed accessory buildings. The property owners are in the process of constructing a single family home of approximately 191 m² (2057 ft²) in size. The total floor area of all structures would be ~289 m² (3110 ft²), well within the allowable lot coverage. All proposed structures should be able to be developed within the required building setbacks.

STATUS OF THE APPLICATION

At the October 31, 2019 meeting of the Advisory Planning Commission the following motions were carried:

1. *That the City of Port Alberni Advisory Planning Commission recommends to City Council that the City proceed with the necessary Development Variance Permit to vary Zoning Bylaw #4832 as follows:*
 - a. *Vary Section 6.10.6 Accessory Buildings (in A zones) regulations for the total floor area of all accessory buildings, from 85 m² (915 ft²) to 97.8 m² (1052.7 ft²) a variance of 12.8 m² (137.8 ft²), for the property located at **4279 Ravenhill Avenue** and legally described as Lot 5, District Lot 1, Alberni District, Plan 11303 Except that part in Plan 25083 (PID:004-990-421).*

-
2. *That City Council give notice of intent to consider the issuance of a Development Variance Permit for the property located at **4279 Ravenhill Avenue** and legally described as Lot 5, District Lot 1, Alberni District, Plan 11303 Except that part in Plan 25083 (PID:004-990-421).*

At its November 12, 2019 regular meeting, Council received the Advisory Planning Commission's recommendation. Notification was given as required by the Local Government Act. No public correspondence has been received by the Planning Department to date. A copy of the notice for Development Variance Permit No. 97 is attached for reference.

CONCLUSION

The City of Port Alberni Zoning Bylaw No. 4832 specifies the total floor area requirements for accessory buildings. The requested variance will not result in a significant increase to the overall footprint of the development. The large size of the property and the semi-rural setting mitigates potential building crowding and minimizes visual impacts that the additional structures may impose.

The Planning Department supports the issuing of a Development Variance Permit for the property at 4279 Ravenhill Avenue.

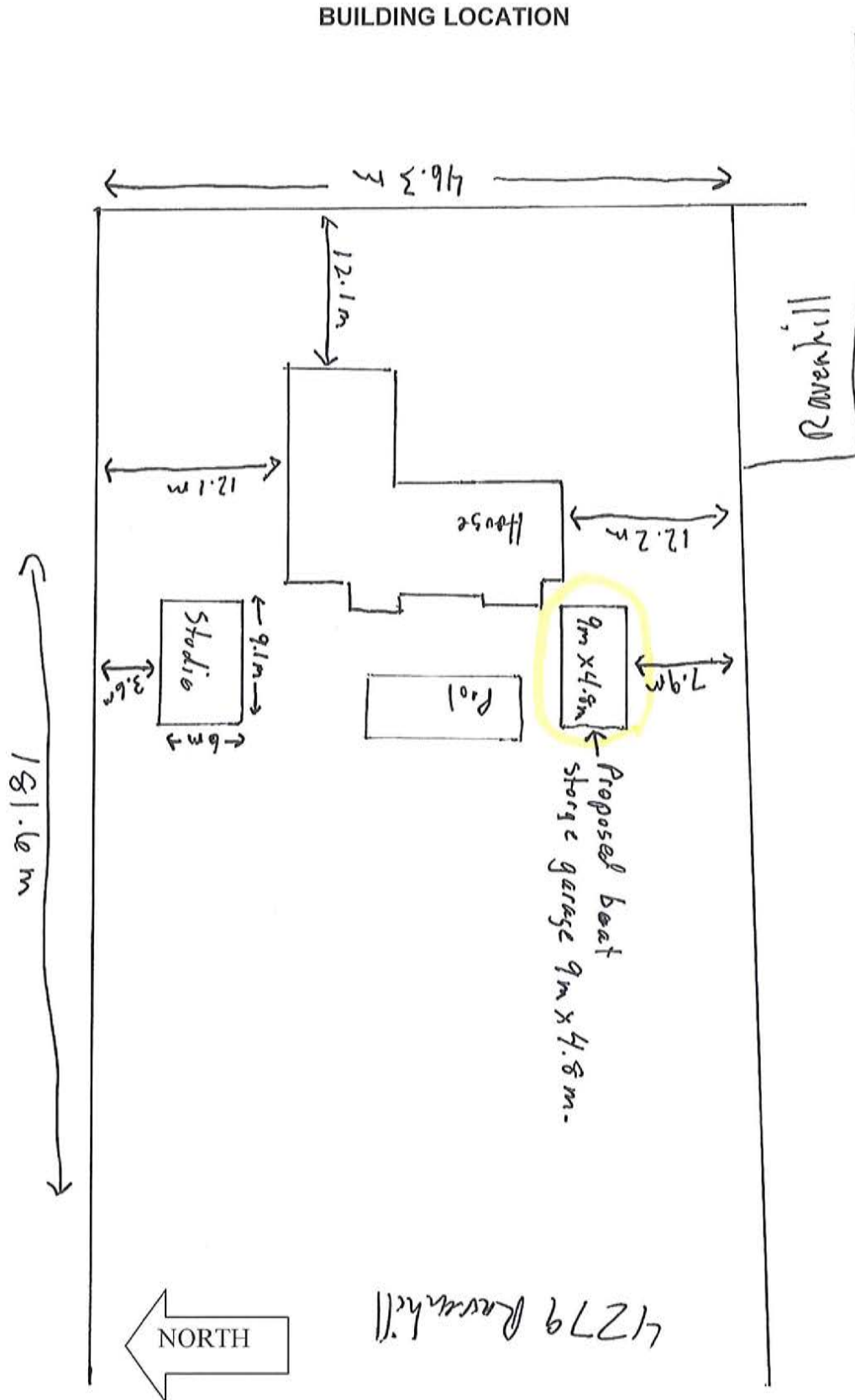
Respectfully submitted,



Katelyn McDougall, M.Urb
Manager of Planning

SUBJECT PROPERTY – 4279 Ravenhill Avenue







CITY OF PORT ALBERNI

Notice of Development Variance Permit

To: Owners and Occupiers of Property

Re: Section 498 of the Local Government Act - Development Variance Permit No. 97 relating to the Port Alberni Zoning Bylaw 2014, Bylaw No. 4832.

The applicant is applying for a Development Variance Permit to vary the Zoning Bylaw regulations in order to permit the construction of two accessory buildings with a combined total area exceeding the permissible area of 85 m² (915 ft²). The proposed Variance is as follows:

Development Variance Permit No. 97 – The applicant is applying to vary the regulations of the Port Alberni Zoning Bylaw 2014, Bylaw No. 4832 by:

1. *Varying Section 6.10.6 Accessory Buildings (in A zones (A1, FD)) regulations for the total floor area of all accessory buildings, from 85 m² (915 ft²) to 97.8 m² (1052.7 ft²), a variance of 12.8 m² (137.8 ft²), for the property located at **4279 Ravenhill Avenue** and legally described as 'Lot 5, District Lot 1, Alberni District, Plan 11303 Except that part in Plan 25083 (PID:004-990-421)' as outlined on the Schedule A map attached.*

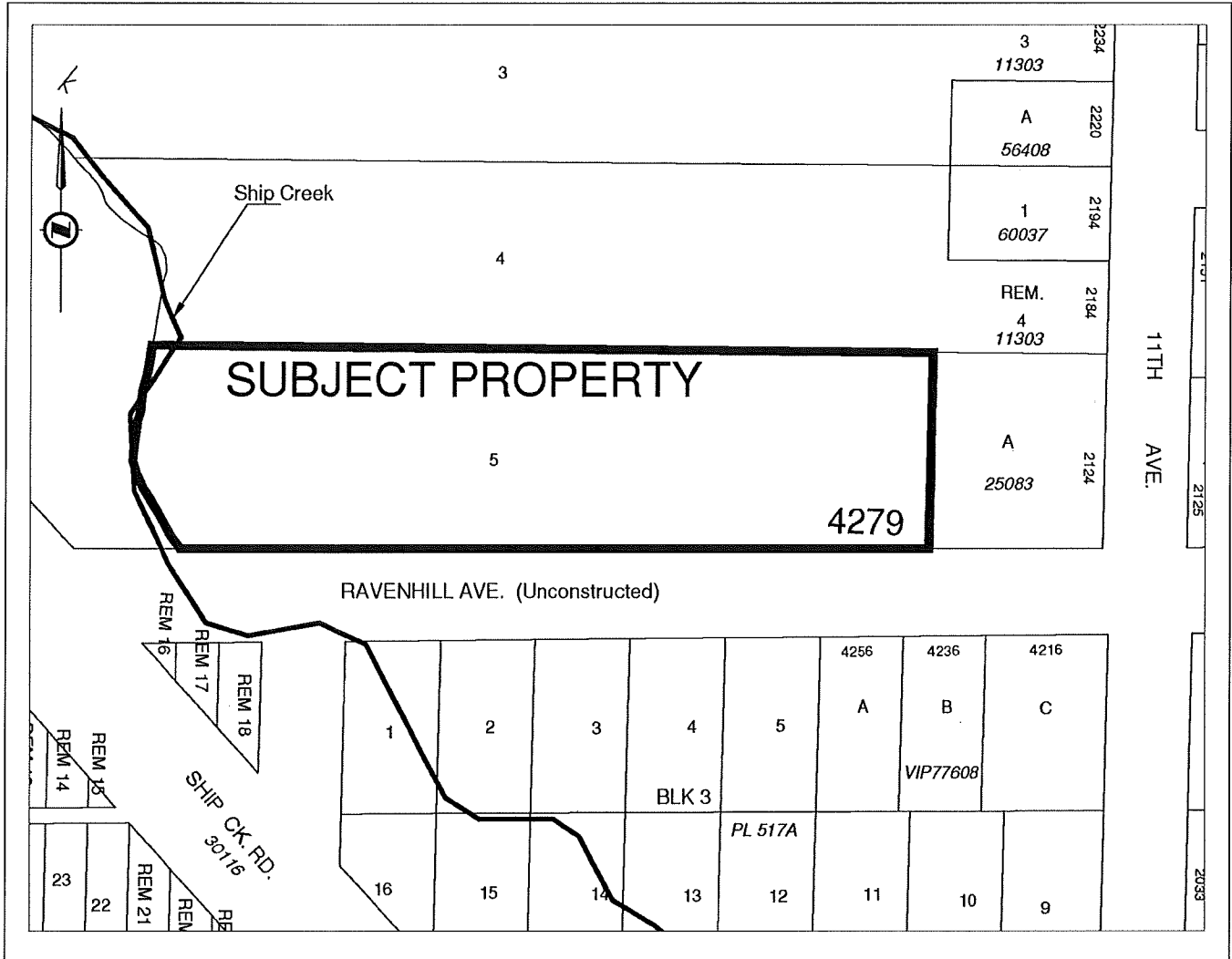
The Council of the City of Port Alberni reviewed the Development Variance Permit application at its meeting held on November 12, 2019 and will be considering a resolution to issue the Permit at a Regular meeting on Monday, December 9, 2019. Prior to issuing the Permit, Council is required to notify owners and occupiers of property in the vicinity of the subject property.

Copies of the proposed Permit may be inspected at the offices of the Planning Department, City Hall, between Monday and Friday (exclusive of statutory holidays) from Friday, November 29, 2019 to Monday, December 9, 2019 between the hours of 8:30 a.m. and 4:30 p.m.

Any person who deems their property affected by the above-described application may direct their comments, in writing, to Council by addressing a letter to the City Clerk, 4850 Argyle Street, Port Alberni BC, V9Y 1V8 or by email to Katelyn_McDougall@portalberni.ca. If preferred, representation may be made to Council at the regular meeting to be held on Monday, December 9, 2019 in the Council Chambers to commence at 2:00 pm.

Katelyn McDougall, M.Urb., Manager of Planning

SCHEDULE A to Development Variance Permit No. 97



CITY OF PORT ALBERNI
DEVELOPMENT VARIANCE PERMIT NO. 97

WHEREAS, pursuant to Section 498 of the *Local Government Act, RSBC 2015*, on application of an owner of land, a local government may, by resolution, issue a Development Variance Permit that varies, in respect to the land covered in the Permit, the provisions of a Zoning Bylaw adopted under Part 14 of the *Local Government Act*.

Authorization is hereby granted to **Robert Jaenicke and Louise Ranger**, to:

*Vary Section 6.10.6 Accessory Buildings (in A zones (A1, FD)) regulations for the total floor area of all accessory buildings, from 85 m² (915 ft²) to 97.8 m² (1052.7 ft²) a variance of 12.8 m² (137.8 ft²) for development on land legally described as 'Lot 5, District Lot 1, Alberni District, Plan 11303 Except that part in Plan 25083 (PID:004-990-421)', and located at **4279 Ravenhill Avenue**, as outlined on the Schedule A map attached.*

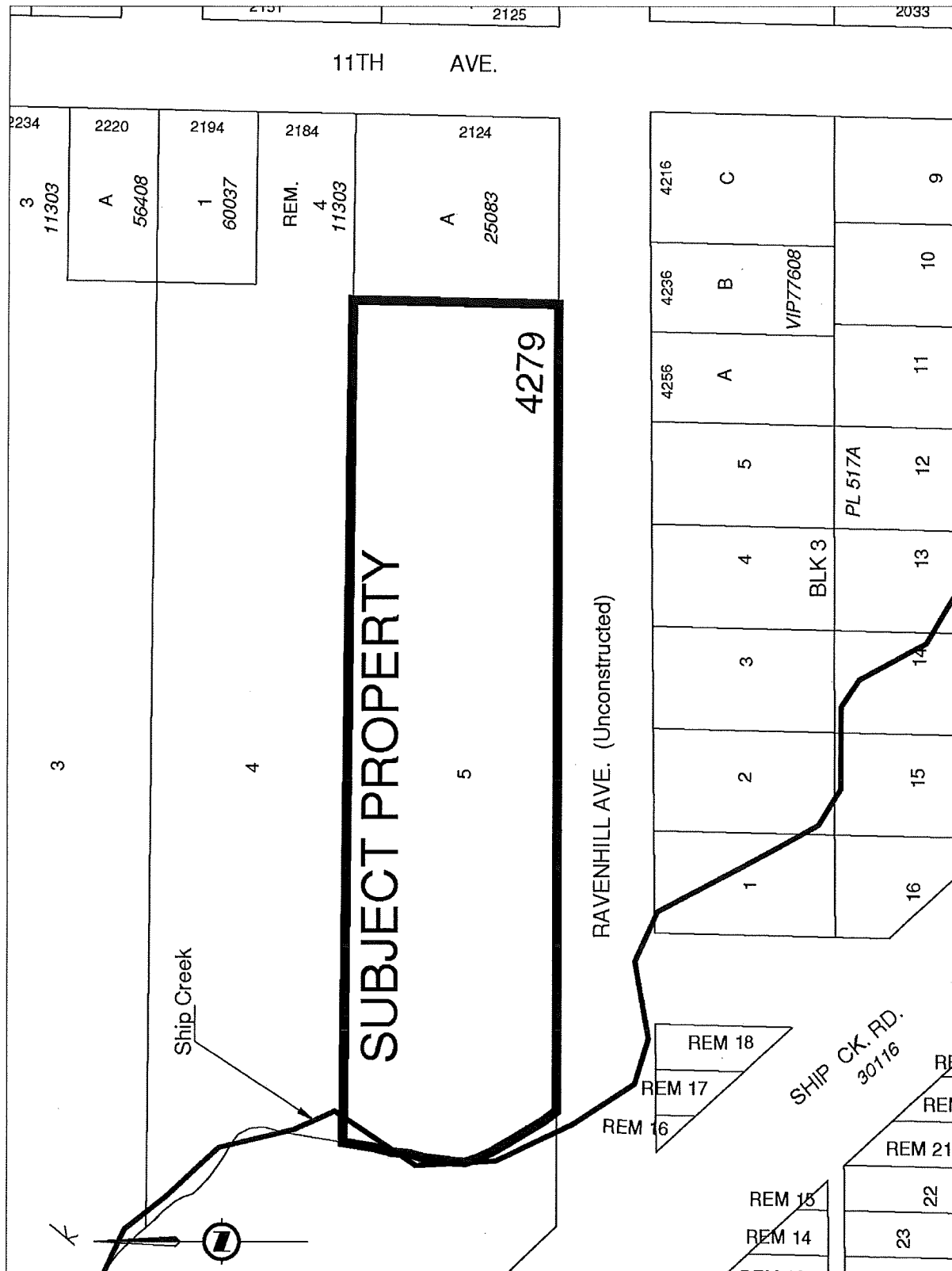
In accordance with the provisions of Section 498 of the *Local Government Act RSBC 2015*, approval of this Permit was granted by resolution of the City Council on December 9, 2019.

This Permit is issued under the Seal of the City of Port Alberni on December 9, 2019.

Mayor

Clerk

SCHEDULE A TO DEVELOPMENT VARIANCE PERMIT NO. 97





CITY OF PORT ALBERNI

STAFF REPORT

TO: Tim Pley, CAO

FROM: Willa Thorpe, Director of Parks,
Recreation and Heritage

COPIES TO: Rosalyn Macauley (Deputy Director of
Finance)
Davina Hartwell (City Clerk)

DATE: December 9, 2019

ATTACHMENTS: 2021 Community Investment Program Proposed Timeline
2020 Community Investment Program Request and Recommendation List

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

Tim Pley, CAO

SUBJECT: Community Investment Program – 2020 Recommendations

Background:

In September 2011, City Council approved the implementation of the Community Investment Program (CIP); the program combined the former Grants-in-Aid Program with the funds allocated from gaming revenues.

For 2020, \$36,500 in in-kind and cash grants were budgeted for distribution, with an additional \$3,300 in reserve from previous CIP cycles. The creation of the Alberni Valley Community Forest Stream saw an additional \$10,000 in grants made available; as none of the CIP applications received met the Community Forest criteria, the CIP Committee will approach the Community Forest to setup a separate application timeline in 2020 to distribute those \$10,000 in funds.

Community groups were invited to submit grant applications, which were reviewed by the CIP Committee:

Councillor Helen Poon

Craig Summers

Diane Mayba

Frances Ketteringham

Karen Freethy, Recreation Programmer

Teresa Ludvigson

Willa Thorpe, Director of Parks, Recreation and Heritage

The Committee met twice to review the grant applications and develop the recommendation to Council.

Discussion:

At the application deadline (November 1, 2019), the Committee received 28 grant applications:

In-Kind Requests	Facility Rentals	\$19,438.40	
	Utilities	\$14,450.00	
	Recreation Passes	\$5,475.00	
	Staff Time	\$2,800.00	
	Tents	\$9,450.00	
	Bus Tickets	\$2,601.00	\$54,214.40
Community Development Grants	Cash		\$18,790.00
Total 2020 Requests			\$73,004.40

The Committee recommends the following allocation for 2020:

In-Kind Requests	Facility Rentals	\$9,165.00	
	Utilities	\$8,200.00	
	Recreation Passes	\$3,450.00	
	Staff Time	\$1,350.00	
	Tents	\$5,040.00	
	Bus Tickets	\$2,601.00	\$29,806.00
Current Credits on Account			\$4,867.95
Community Development Grants	Cash		\$9,994.00
Total 2020 Recommendation			\$39,800.00

The Committee's detailed 2020 recommendations and process/timeline for the 2021 application cycle are attached. As all available 2020 grant funds have been distributed, any future applicants for the 2020 calendar year are recommended to apply for the 2021 cycle (available online in spring 2020).

Recommendation:

That the report dated December 9, 2019, be received and Council for the City of Port Alberni approve the 2020 Community Investment Program recommendations of the Community Investment Program Committee.

Respectfully submitted,



Willa Thorpe
Director of Parks, Recreation and Heritage

2021 Community Investment Program Proposed Timeline



2020 Community Investment Program Requests and Recommendations

Organization	Program/Event	2020 Request									2020 Recommendation								
		Facilities	Utilities	Recreation Passes	Staff Time	Tents	Bus Tickets	Total In-Kind	Cash	Total Requested	Facilities	Utilities	Recreation Passes	Staff Time	Tents	Bus Tickets	Total In-Kind	Cash	Total Recommendation
Abbeyfield Houses Alberni Valley Society	Operating Expenses		\$7,500.00					\$7,500.00		\$7,500.00		\$5,000.00					\$5,000.00		\$5,000.00
ADSS Breakfast Club	Operating Expenses						\$405.00	\$405.00		\$405.00						\$405.00	\$405.00		\$405.00
Alberni Community and Women's Services Society	Transition House and Resource Center		\$1,250.00	\$600.00			\$787.50	\$2,637.50		\$2,637.50		\$1,200.00	\$600.00			\$787.50	\$2,587.50		\$2,587.50
Alberni District Fall Fair	Fall Fair					\$1,890.00		\$1,890.00		\$1,890.00					\$1,260.00		\$1,260.00		\$1,260.00
Alberni Valley Childcare Society	Access to Activities	\$1,960.00		\$2,025.00			\$148.50	\$4,133.50		\$4,133.50	\$1,000.00		\$1,000.00			\$148.50	\$2,148.50		\$2,148.50
Alberni Valley Hospice Society	Butterfly Effect					\$945.00		\$945.00	\$1,000.00	\$1,945.00					\$945.00		\$945.00		\$945.00
Alberni Valley Pride Society	Pride Events	\$1,019.88				\$1,260.00		\$2,279.88		\$2,279.88	\$814.34						\$814.34		\$814.34
Alberni Valley Skatepark Association	Wham Bam Events	\$2,570.40						\$2,570.40		\$2,570.40	\$855.60						\$855.60		\$855.60
Alberni Valley Track Club	2020 Bob Dailey Memorial Track Meet	\$1,092.00				\$315.00		\$1,407.00		\$1,407.00	\$456.55				\$315.00		\$771.55		\$771.55
Art Rave Society of Alberni	Canada Day					\$315.00		\$315.00	\$750.00	\$1,065.00							\$0.00	\$500.00	\$500.00
Community Arts Council	Matching Grant		\$2,500.00					\$2,500.00	\$5,000.00	\$7,500.00							\$0.00	\$5,000.00	\$5,000.00
Five Acre Productions	The Five Acre Shaker Music & Arts Festival				\$400.00	\$1,260.00		\$1,660.00	\$5,000.00	\$6,660.00							\$0.00		\$0.00
Guru Nanak Sikh Society	Punjabi Cultural Event 2020	\$600.00						\$600.00		\$600.00	\$600.00						\$600.00		\$600.00
Literacy Alberni Society	Literacy Programs			\$2,000.00		\$1,260.00	\$630.00	\$3,890.00	\$800.00	\$4,690.00			\$1,000.00			\$630.00	\$1,630.00	\$1,000.00	\$2,630.00
Navy League of Canada - Port Alberni Branch	Sea Cadets	\$2,221.04		\$350.00				\$2,571.04		\$2,571.04			\$350.00				\$350.00		\$350.00
Port Alberni Family Guidance Association	Transportation/Access/Rental	\$2,640.00		\$500.00			\$630.00	\$3,770.00		\$3,770.00	\$578.03		\$500.00			\$630.00	\$1,708.03		\$1,708.03
Port Alberni Folkfest Multicultural Society	Canada Day Parade and Celebraton	\$160.00			\$1,600.00	\$945.00		\$2,705.00		\$2,705.00				\$1,000.00	\$945.00		\$1,945.00		\$1,945.00
Port Alberni Highland Dancers Association	Robbie Burns Supper	\$577.50						\$577.50		\$577.50							\$0.00		\$0.00
Port Alberni Orchestra and Chorus Society	Liability Insurance and Cedar Room-Echo Recitals	\$577.50						\$577.50	\$1,109.00	\$1,686.50	\$577.50						\$577.50	\$1,109.00	\$1,686.50
Port Alberni Refugee Sponsorship Committee	PARSC Punjabi Dinner	\$577.50						\$577.50		\$577.50							\$0.00		\$0.00
Royal Canadian Legion	Remembrance Day Ceremony	\$1,800.00						\$1,800.00		\$1,800.00	\$1,228.90						\$1,228.90		\$1,228.90
Salmon Festival	Salmon Festival				\$400.00	\$1,260.00		\$1,660.00		\$1,660.00				\$350.00	\$1,260.00		\$1,610.00		\$1,610.00
Special Olympics	Swimming and Floor Hockey	\$1,800.00						\$1,800.00		\$1,800.00	\$1,800.00						\$1,800.00		\$1,800.00
Spirit Square Farmers' Market	Music at the Market		\$400.00					\$400.00	\$700.00	\$1,100.00					\$315.00		\$315.00	\$485.00	\$800.00
The Bread of Life Centre	Soup Kitchen Utilities Expenses		\$2,800.00					\$2,800.00	\$2,016.00	\$4,816.00		\$2,000.00					\$2,000.00	\$1,500.00	\$3,500.00
Volunteer Income Tax	Income Tax Preparation	\$626.58						\$626.58		\$626.58	\$626.58						\$626.58		\$626.58
Women's Food and Water Initiative	Alberni Valley Seedy Saturday 2020				\$400.00			\$400.00	\$2,415.00	\$2,815.00							\$0.00	\$400.00	\$400.00
Young Life	WyldLife Program	\$1,216.00						\$1,216.00		\$1,216.00	\$627.50						\$627.50		\$627.50
Totals		\$19,438.40	\$14,450.00	\$5,475.00	\$2,800.00	\$9,450.00	\$2,601.00	\$54,214.40	\$18,790.00	\$73,004.40	\$9,165.00	\$8,200.00	\$3,450.00	\$1,350.00	\$5,040.00	\$2,601.00	\$29,806.00	\$9,994.00	\$39,800.00

To MAYOR & COUNCIL

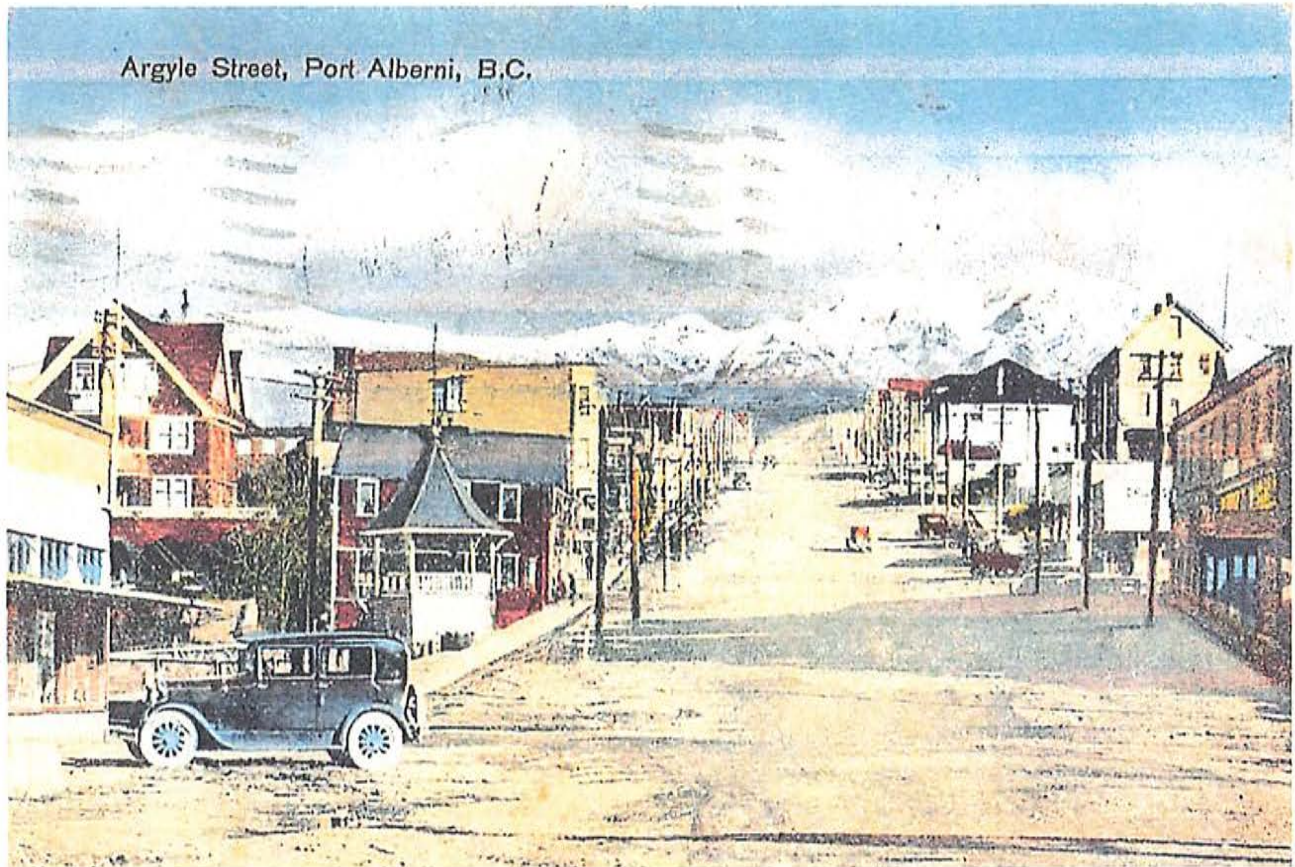
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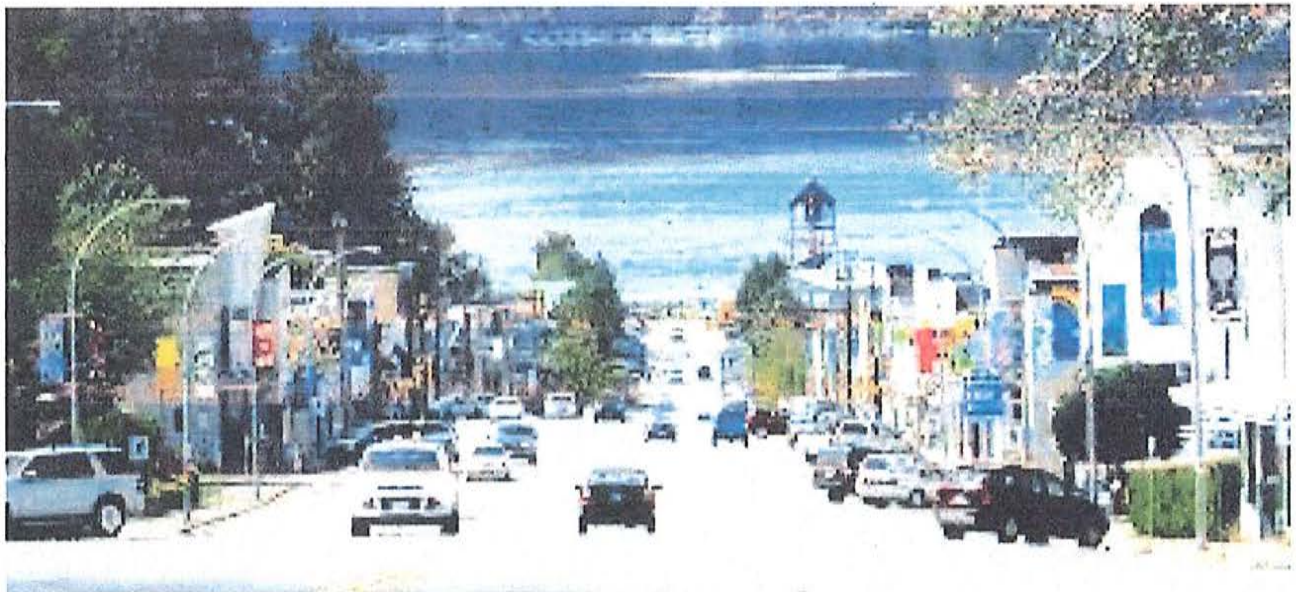
NOV 27 2019

CITY OF PORT ALBERNI

ARGYLE STREET is



'THE STREET' to 3rd Ave!



The Street

First, what is Argyle Street!

What is happening on Argyle Street!

What could be happening on Argyle Street!

Other people in the City share the Vision!

Did you know!

A Humble Request!

First, what is Argyle Street !

Argyle Street is a key City Street that runs from a very early First Nation waterfront settlement of Port Alberni, straight east toward Mount Arrowsmith. In the 1940's the terminus of the west island E&N rail spur was established with a train station, that served the people for the early development of modern forestry and fishing. It is a core commercial and residential street that ties together the main north/south corridors of 3rd and 10th Avenues.

The modern era buildings of significance on **Argyle Street** include the local government City Hall and the Federal Government building at 5th Avenue. The Uchucklesaht First Nation offices and residences at Kingsway. It could also be argued that the most significant buildings are the ones that have or are being rejuvenated.

What is happening on Argyle Street!

Everything commercial, residential, tourism, and Arts and Entertainment, is happening on Argyle Street.

The **commercial** enterprises on the Street include.....

Carmoor Block in the 90's (restaurants, ladies fashions...), Uchucklesaht First Nation offices and residences, Brie and Barrel (Carter Shoes), 4 Live/Work Space Development (Soap Shop), Port Pub, Law office, Bank of Montreal, Kingsway Hotel, New Brew Pub @3rd Ave, Play Café, Spa, Harbour Quay, Lady Rose, Port Boat house and many others. 3rd Ave crosses the Street midway in the commercial area and they have many more businesses, jobs and services.

The **Arts and Entertainment** enterprises on the Street include...

Rollin Art Centre, Chars's Landing premier Vancouver Island event hall, Capitol Theatre, Paramount Theatre, Murals and door painting initiatives, Rotary Arts District Concept,

Streetscape art sculpture has already started with sculpture sites: – Rusty the dejected logger at City Hall, Tryptic history panels at Kingsway, butterfly bench on 3rd Ave...

The Street is **home** to many people.....

Multifamily condos at Kingsway, Apartments at 9th Ave, Single family residential east of 5th Ave. and more residential apartments are above the commercial stores.

The Street is a key **tourism** conduit....

Train Station, Harbour Quay businesses and events, World famous Lady Rose, Cruise ship path, Aquarium and many others.

Recent **new investment** on the Street and 3rd Ave. is easily in the millions of dollars associated with several building and renovation initiatives.

This major four lane City corridor also has a lot going on underneath it. It is home to some valuable critical underground infrastructure that is getting old and will need replacement soon. The concrete sidewalks and asphalt roadway is also showing their age. This is a huge opportunity!

What could be happening on Argyle Street and 3rd Avenue!

The vision is to upgrading the streetscapes of Argyle St and 3rd Avenue to showcase local, national, and international artists. This project intended to be low maintenance and to improve business, tourism, traffic improvements, infrastructure upgrades, public safety, accessibility and image of the City.

Other people in the City share the Vision!

Active community driven support can easily be found with Art Rave, Rotary, Rollin Arts, Women's business, Uptown Business, Young Professionals, Chamber of Commerce, etc.....

Did you know!

The City of Port Alberni and the Port Authority commissioned the study called, Final Recommendations for Uptown and Waterfront Redevelopment in January 2007 by a consulting company in Nanaimo named, **Lanarc**.

This was a comprehensive study \$\$\$\$ that examined all the elements of area.

The Strategic Vision (pg. 97)

The Uptown and Waterfront Redevelopment Strategy sets out an agenda that will bring the Uptown and Waterfront closer to the expectations expressed by the community in the Shoreline Master Plan.

Argyle Street Phased Streetscape Improvements (pg. 89 – 91)

38. The City should proceed to construction documentation for the proposed improvements to Argyle Streetscape.

39. Construction of the Argyle Streetscape could be completed in Phases, with a minimum of 1 block completed in each Phase. However, consideration should be given to borrowing to complete the work in a single phase.

Rationale

Improving Argyle Street will provide a stimulus for adjacent building reinvestment, and will increase confidence in the Uptown and Waterfront area.

Table 7 provides a summary of the potential cost of the envisioned improvements. The works total just under \$4M.....

A Humble Request

The Street, also known as **Argyle Street** is a clearly a key street of significance in the City. Argyle Street is more than a typical roadway that competes for the City's scarce roadworks improvement dollars. **The proposal presented here, for upgrading the streetscapes of Argyle St and 3rd Avenue is an excellent opportunity to showcase local, national, and international artists.**

We think the time to act is now. There is a critical mass of interest and private investment to justify the attention for more public engagement to refine the concepts and move to design in 2020 and construction in 2020/2021.

We respectfully ask our City Council to support and start a process of public engagement to develop a realistic phased approach to this project initiative that benefits the whole City.

Your support will have an enormous effect on the entrepreneurs and organizations that are already on board. The energy will spread to the neighbourhood and across the City. Imagine what **The Street** will achieve in a few short years!

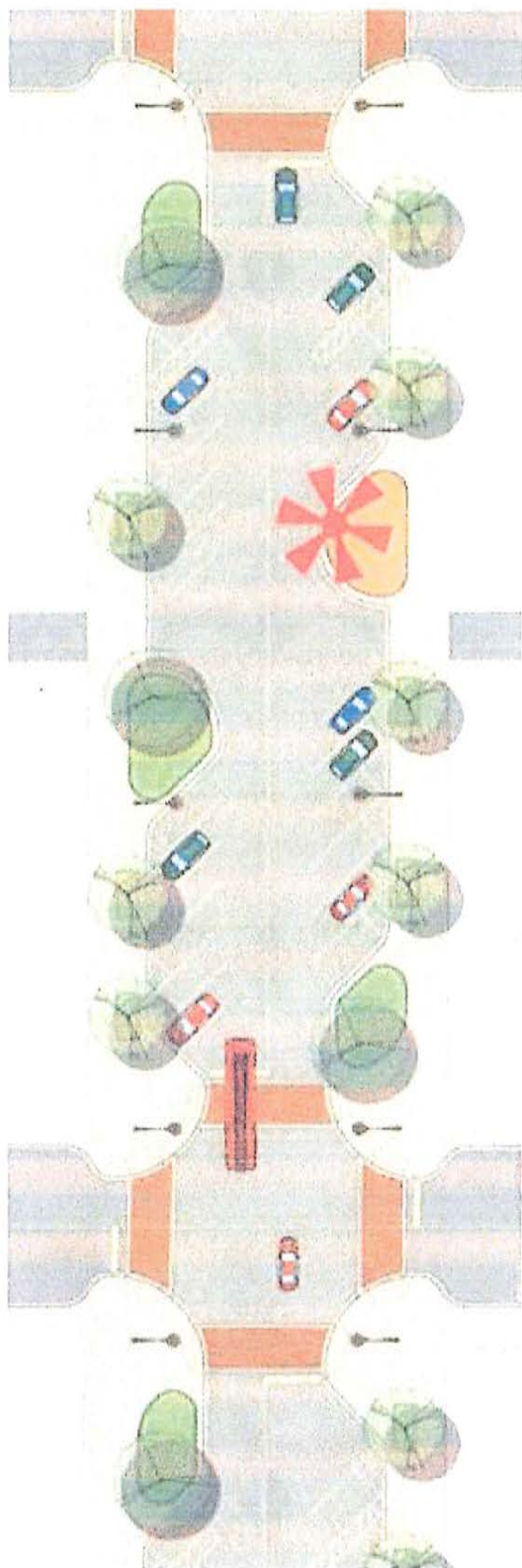


Fig. 16 - Argyle Streetscape Detail Plan / Perspective

Streetscape Improvements

Recommendations:

13. The City should proceed with phased improvements to both Argyle Street and 3rd Ave.
14. Improvements on Argyle Street should be designed to make a more strong link for motorists and pedestrians between Harbour Quay and 3rd Ave. To achieve this objective, improvements to Argyle should include:
 - Reducing the travel lanes from two in each direction to one in each direction, without a central median.
 - Maintaining angle parking on both sides of the street.
 - Creating new, wider sidewalk areas on both sides of the street.
 - Sidewalk areas should include space for through-pedestrians near storefronts, with the remaining space between the through-walk and the parking treated as flexible space for outdoor cafes, interpretive displays, plantings and street furniture.
 - Special features along the flex zone should be delineated by raised planters and/or heritage artifacts and interpretive displays. Spacing of these planters and plantings will be provided with regard for views to building facades and accessibility from parking to sidewalk.
 - A key area in each block should be set aside for a sidewalk 'attraction'. The spacing of these attractions should be designed to 'pull' pedestrians from one block to the next. The



attractions should include elements that will encourage user participation and photo opportunities. Themes may include maritime heritage, industrial heritage, first nations heritage, art and culture.

- Sidewalk budes should be designed to minimize the crossing distance at crosswalks, while at the same time respecting the turning radius of large logging trucks, buses and other vehicles where required. Visual barriers should be restricted in the sight distance triangle at each intersection. Street entertainers or buskers should be organized for one corner per intersection, with committee approval for quality control.
- Overhead utilities should be under-grounded at the time of the sidewalk replacement. Location of utility boxes should be carefully coordinated with paving and other streetscape elements.
- New street lighting with decorative poles should be completed at the time of the streetscape improvements. Pole and Fixture should reflect the maritime heritage of the site.
- Trees and plantings should be supported by an automatic irrigation system to reduce maintenance requirements.

Argyle Street Furnishings:

Sidewalk Paving

Type: Broom finished concrete.
Pattern: 1m x 1m square score /expansion joints.

Street Lighting

Type: 6.7m(22') fixture height, 30m spacing.
Style: Marine Heritage Luminaire.
Colour: Bronze Aluminum.
Accessories: Banner Arms, Hanging Basket System, Electrical Outlet (dual).

Street Tree Planters

Type: 5m(L) x 2m(W) 1.2 – 2m(D) / 20cu.m.
Treatment: Local stone planter wall and cap.

Trees

Form: Evergreen in curb bulge planters.
Upright /columnar deciduous trees in sidewalk planters.
Spacing: 15m. on center. Irregular Pattern.

Bench

Type: Heritage style to match light fixture character. Metal frame.
Colour: Bronze Aluminum.

Trash Receptacles

Type: Heritage style to match bench character. Metal frame. Side access door.
Colour: Bronze Aluminum.

Bicycle Rack

Type: Locking frame and fork style.
Colour: Bronze Aluminum.

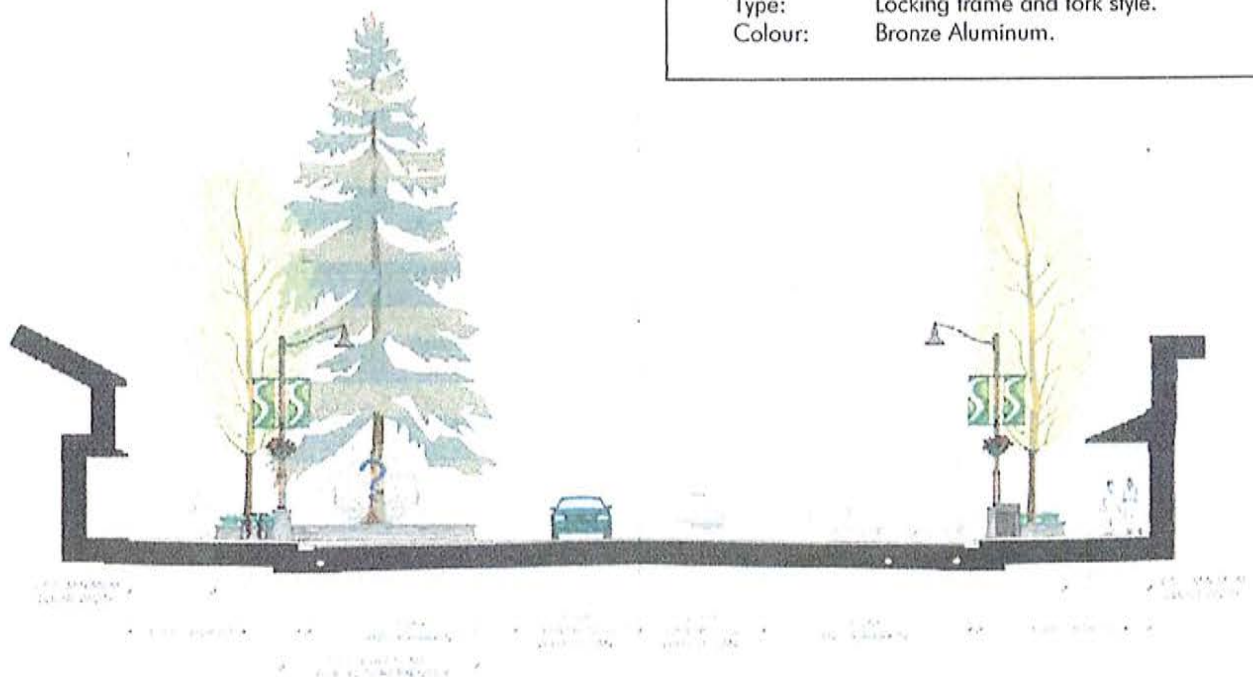


Fig. 17 - Argyle Streetscape Typical Detail Section

- Marked and signalized pedestrian crossings should be installed at the intersection of Argyle Street and Harbour Road, at the same time that curb and sidewalk adjustments are made to minimize the crossing distance while allowing truck movements.

Rationale:

- The four-lane width of Argyle Street is more than adequate for the traffic loads that are using the street now, and that are likely in the future.
- Greater public benefit can be gained by using a greater proportion of the street right of way for pedestrian and landscape uses.
- This change in the street use will promote more walking up and down the street, and will make adjacent properties (both private and City-owned) more attractive for retail and residential occupancies.
- The resulting combination of street character and reinvestment in buildings will provide the better link between Harbour Quay waterfront and Uptown Port Alberni.
- This highly visible street redevelopment will also stimulate renewed confidence for private business and property owners in the area.

15. 3rd Ave streetscape improvements should be designed to enhance and update the existing streetscape, and to make it more pedestrian friendly while discouraging loitering:

- New curb and planting should be installed to existing painted median islands on the 3rd Avenue hill.
- Pedestrian crosswalks should be marked on all sides of intersections crossing 3rd Ave in the study area.
- New street lighting fixtures should be installed to replace the existing outdated fixtures.
- All existing planters should be retained. However, they should be adjusted by removing the existing blue wood cap and replacing this with a combination stone cap and clusters of individual-scale seating. Planting in the planters should be replaced with new materials with emphasis on flowering and arching habit over the stone cap.
- A hanging basket and banner program should be continued in the Uptown Area, with either automatic irrigation to baskets or those with built-in watering reservoirs. Hanging basket locations between planters is desirable.
- Minor repairs to existing sidewalk and crosswalk paving should be completed. Such repairs should match the main paving pattern as closely as possible.
- An aggressive and on-going cleanup program to remove all litter and graffiti should be maintained – to say 'We care about our Uptown!'

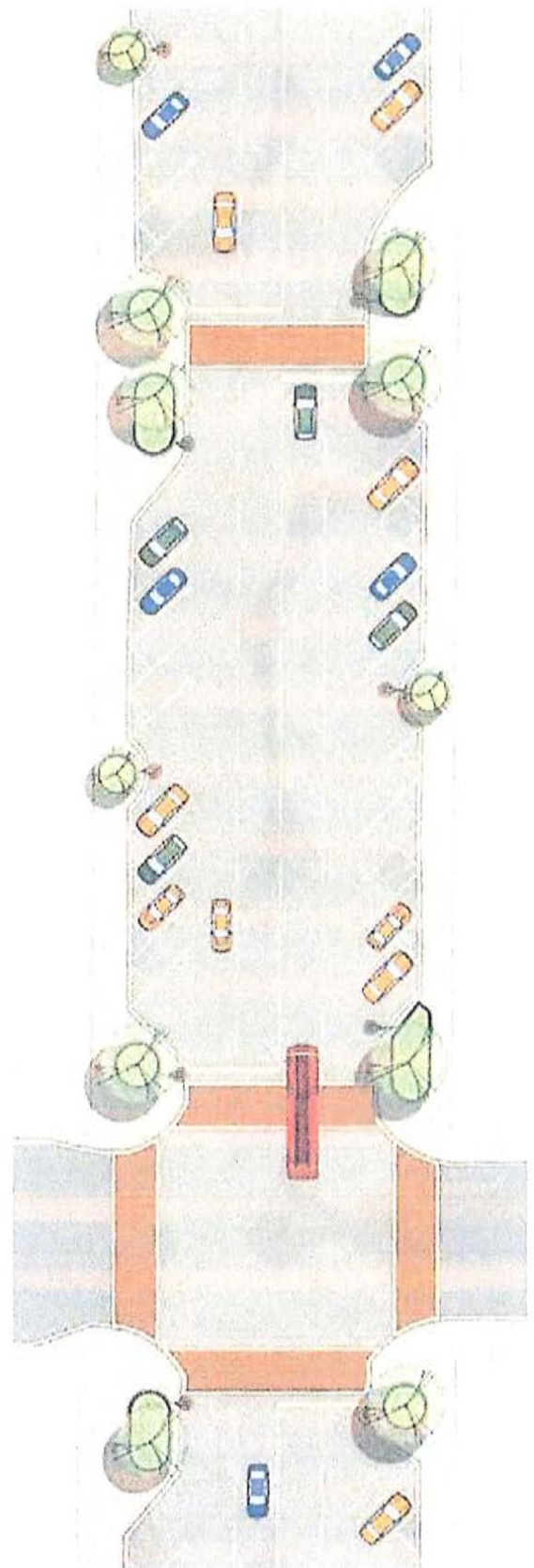
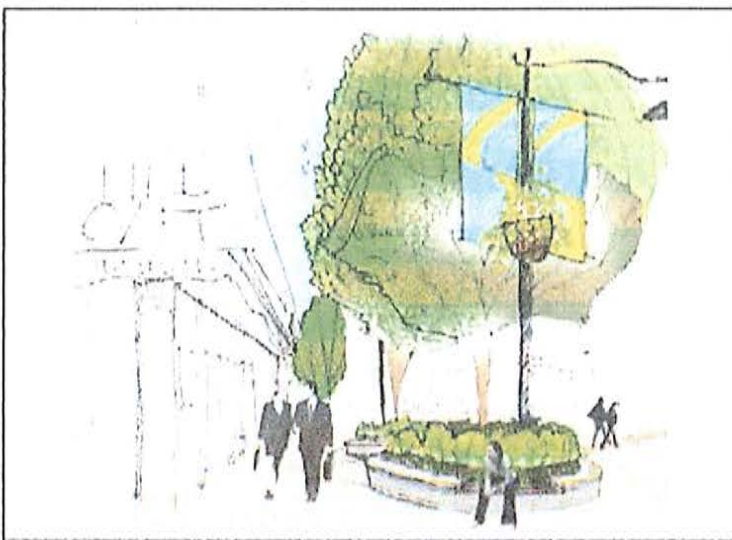


Fig. 18 - 3rd Ave. Streetscape Detail Plan

Rationale:

- Better treatment of existing planters will improve appearance, reduce loitering, and reduce maintenance costs.
- New tree plantings along 3rd Ave. can be selected to provide a high canopy over the street, but to remain above commercial displays and signage.
- New street lights will both increase street comfort at night, and update the character of the area to current aesthetics.
- An update to the deployment of banners and hanging flower baskets may provide more colour in-between planters. Current systems tend to be at the planters, and their effect is somewhat lost in the existing trees.
- At the same time, the improvements should recognize the high quality of the existing stonework and existing sidewalk paving. The character that these past investments has created should be enhanced rather than replaced by the improvements.

Rationale

Improving Argyle Street will provide a stimulus for adjacent building reinvestment, and will increase confidence in the Uptown and Waterfront area.

Table 7 provides a summary of the potential cost of the envisioned improvements. The works total just under \$4M.

The works, generally, are spread over 4 blocks plus incidentals. In concept, the work could be constructed in four phases, each of about \$1M each. It is recommended that senior government co-funding be gained, to at least the level of 50% of the capital cost, leaving a cost for the City of approximately \$2M, or four phases of \$500K.

Construction costs are rising rapidly. The proposed budgets are Class D (early) estimates, but are based on unit costs that are current (2006). The earlier that projects can be funded, the lower the cumulative cost of inflation.

Detailed assumptions about the content and scope of each project can be seen in Appendix D. The calculations in Appendix D should be reviewed each year at budget time, with updates for progress and changes in unit prices and construction inflation.

Table 7 Capital Budget Summary for Argyle St. Improvements (CLASS D Estimate)

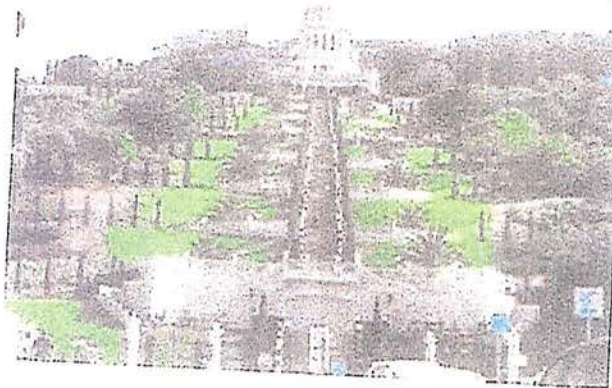
Project	Approximate Budget
Lighting	\$505K
Waterworks	343K
Storm Drainage	53K
Roadworks	543K
Wiring	435K
Irrigation	32K
Sidewalks and Hard Landscape	512K
Soft Landscape	126K
Administration and Fees (20%)	509K
Contingency (30%)	917K
Total	\$3,975K

Notes:

1. Refer to Appendix D for detailed cost estimating for these projects. Unit costs may vary.

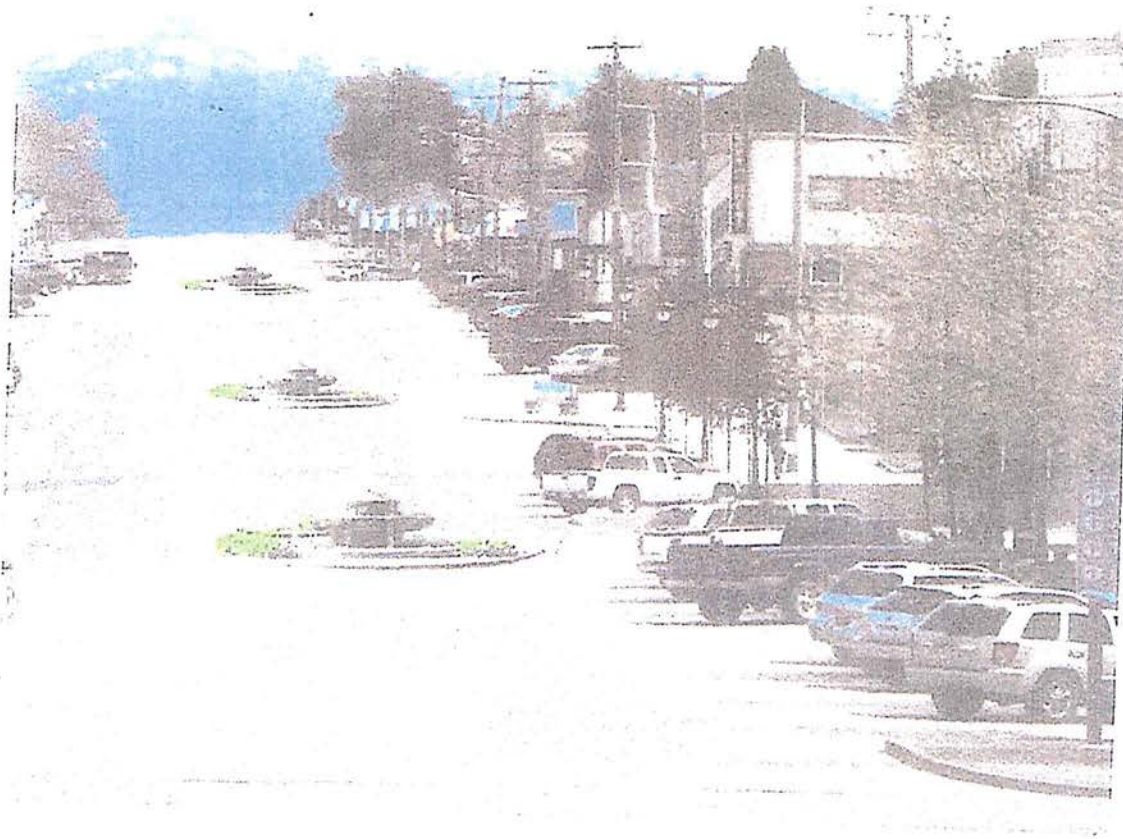
Uptown Revitalization

Argyle St as Port Alberni's 'Water View Terraces'
(Lombard St N or Baha'i Terraces NA)



- Dig up Argyle from Kingsway to 8th Ave
- Terrace & plant street for entire width & all 8 blocks
- Run steps up middle
- Add water features
- Floor to ceiling glass wall restaurants in middle of terraces at Kingsway and at 8th Ave for views of Harbour Quay and Mt. Arrowsmith
- Narrow 3rd Ave to 2 lanes
- Buy Industrial Road or negotiate rights of way
- Attract investors to demolish many existing commercial buildings and convert to shops on bottom floor and residential above
- Work with bus tour companies, cruise lines, LRMG and float plane services to bring visitors
- Terracing could be 'Depression Era' style project to put people on e.i. and i.a. to work
- Work with Emergency Services to ensure access
- Bury wires
- Business plan to address maintenance costs





Artistic rendering of water fountains going up
Argyle St. Using them as centers for roundabouts



Roundabout at the top of Argyle with Totem pole at centre.



☒ Council ☐ Eng. & PW
☒ Mayor ☐ Parks, Rec. & Heritage
☒ CAO ☐ Planning
☐ Finance ☐ Bylaw
☒ Clerk's ☐ Other _____
☒ Agenda RCM - Dec. 9th '19
File # 1700-20-[2020]

Thursday, November 28, 2019

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

Dear Mayor and Council:

Today at our Monthly Board Meeting our Directors unanimously passed a Motion to fully support and endorse Council's Budget Plans for 2020.

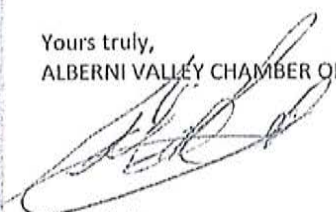
We are pleased to see the vision and direction that you are taking for the future of Port Alberni. The concepts presented in your Strategic Plan coupled with the commitment to improving Streetscapes on Upper 3rd Avenue, and Lower Johnston Road are good examples of strong and focused leadership.

While some may argue that *'now is not the time'* may I remind Council of advice that many of us receive from our own personal and corporate Financial Advisors. Those trained individuals will always guide us away from 'knee-jerk' reactions when markets decline or times are tough. They'll follow that up with statistics proving that those same markets habitually rebound allowing those that didn't panic the opportunity to reap the rewards of remaining focused on the future.

Included with all of this is the very fact that we can currently find advertisements online, in the news media, and physically placed within our city where organizations are seeking highly skilled individuals such as Occupational Therapists, Physiotherapists, Accountants, Doctors, Nurses, Engineers and others. We also know that those potential candidates are looking at opportunities in communities that meet their personal needs and desires. They are most unlikely to consider places that are not demonstrating a commitment to progress and lifestyle.

The Chamber of Commerce urges Council to stay the course with your plans so that Port Alberni can grow and diversify to a more economically stable environment.

Yours truly,
ALBERNI VALLEY CHAMBER OF COMMERCE


Bill Collette
CEO

President
Sarah Jones

Vice President
Carol-Anne Phillips

2nd Vice
President
Terry Deakin

Secretary
Peter Wienold

Treasurer
Jan Lavertu

Directors
Gail Horvath
Michael Moore
Teresa Bird
Dave Heinrichs
Krista McKittrick
Daniel Savard
Carley Bowyer
Lori Kerr

Past President
Taurean Seib

CEO
Bill Collette

Alberni Valley Chamber of Commerce 2533 Port Alberni Highway, Port Alberni, BC V9Y 8P2
www.albernichamber.ca p 250.724.6535 f 250.724.6560 e office@albernichamber.ca

REGULAR COUNCIL AGENDA - DECEMBER 9, 2019

ENTERED
J. 70

November 27, 2019

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

☒ Council ☐ Eng. & PW
☒ Mayor ☐ Parks, Rec. & Heritage
☐ CAO ☐ Planning
☒ Finance ☐ Bylaw
☒ Clerk's ☐ Other _____
☒ Agenda RCM - Dec. 9 '19
File # 1855-04(AF)



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DEC 02 2019

CITY OF PORT ALBERNI

Dear Mayor Sharie Minions:

RE: GAS TAX AGREEMENT COMMUNITY WORKS FUND PAYMENT

I am pleased to advise that UBCM is in the process of distributing the second Community Works Fund (CWF) payment for fiscal 2019/2020. An electronic transfer of \$399,623.05 is expected to occur within the next 30 days. These payments are made in accordance with the payment schedule set out in your CWF Agreement with UBCM (see section 4 of your Agreement).

CWF is made available to eligible local governments by the Government of Canada pursuant to the Administrative Agreement on the Federal Gas Tax Fund in British Columbia. Funding under the program may be directed to local priorities that fall within one of the eligible project categories.

Further details regarding use of CWF and project eligibility are outlined in your CWF Agreement and details on the Gas Tax Agreement can be found on our website at www.ubcm.ca.

For further information, please contact Gas Tax Program Services by e-mail at gastax@ubcm.ca or by phone at 250-356-5134.

Yours truly,

Maja Tait
UBCM President

PC: Rosalyn Macauley, Deputy Director of Finance

ENTERED

J.2



**Summary Report / Minutes of the Advisory Planning Commission Meeting
(Held on November 21, 2019
in the Committee Room at City Hall, at 12:00 p.m.)**

Advisory Planning Commission Present

Ken McRae (Chair)
John Douglas (Vice-Chair)
Jeannette Nichols
Amy Anaka
Jim Tatoosh, Hupačasath F.N.
Larry Ransom (Alternate S.D.70)
Sandy McRuer
Rick Newberry, P.A.F.D. Liaison
Councillor Deb Haggard, Council Liaison

Guests

Applicants: Mike Ruttan,
Walter Hoogland and David Simpson
Applicants: David and Lucy Galloway
Members of the Public:0

Staff

Tim Pley, CAO
Cara Foden, Planning Technician

Regrets

Sgt. Clive Seabrook, R.C.M.P. Liaison
Rob Gaudreault, Parks Liaison
Cynthia Dick, Tseshah (č išaa?ath) F.N.
Chris Washington, S.D.70 Liaison
Don Ferster
Katelyn McDougall, Manager of Planning

Alternates (not in attendance)

Councillor Helen Poon (Alternate–Council)
Peter Dione (Alternate–R.C.M.P.)
Darren Mead-Miller (Alternate – Tseshah F.N.)



1. MINUTES - Adoption of October 31, 2019 Minutes

- The Chair acknowledged that this meeting is taking place within the un-ceded traditional territories of the Hupačasath and the Tseshah (č išaa?ath) First Nations. The applicants present were welcomed by the Chair.
- **Amendments to the October 31, 2019 Minutes:**
 - Respecting Agenda item No. 4 REPORT - Cannabis Cultivation and Zoning project, there were several omissions noted.

Motions:

1. *That the City of Port Alberni Advisory Planning Commission adopt the minutes of the October 31, 2019 regular meeting together with the following amendments:*
 - a) *Add the following comments under the discussion with respect to Agenda item No. 4 REPORT – Cannabis Cultivation and Zoning:*
 - *"The APC applauded the work of the consulting team from Vancouver Island University."*
 - *"Only a small portion of the City's total population provided input during the public engagement process."*
 - *"The report does not include a comparison of regulations with other similar sized municipalities and has relied heavily on Regional Districts regulations for comparisons."*
 - *"The public engagement process did not appear to include specific consultation with industry experts and stakeholders."*

- *“Pat Deakin, Manager of Economic Development, concurred with the APC suggestion to consult with industry experts and stakeholders.”.*

b) Rob Gaudreault was present at the October meeting. Remove his name under ‘Regrets’.

(Anaka / Nichols) CARRIED

2. DEVELOPMENT APPLICATION – Official Community Plan and Zoning Bylaw amendments

4450 Maitland Street

Lot A, District Lot 1, Alberni District, Plan VIP26237 (PID:003-551-814)

Applicant: Mike Ruttan dba Alberni Low Energy Housing

- The Chair invited the applicant to speak about the proposed development.
 - The applicant, Mr. Ruttan, introduced project Consultant (W. Hoogland) and Architect (D. Simpson) and gave a broad overview of the proposal and project funding. The society has been able to negotiate a long term lease with the landowner (Roman Catholic Diocese of Victoria). All units will be income tested by M.C.F.D. (~\$900 / month). They will be independent livings units and will not be considered as supportive housing. Pets will not likely be permitted. A resident caretaker will likely be responsible for on-site facility management. 20% of the units are planned to be Accessible and family friendly.
 - A public Open House was held by the applicants to present the project to interested citizens.
 - Project Architect, D. Simpson, presented concept design boards for the project. The family friendly project is projected to include 31 x 3 bedroom units along with one and two bedroom units for a total of 46 units (previously 47 were planned). He discussed plans for combined patio/balcony spaces designed to maximize living space. Energy savings versus Form and Design were presented. The Form of the building as presented allows the project to reach a “Step 4” rating level versus a lower “Step 3” level required by BC Housing.
- The APC discussed the application as follows:
 - When asked about the large conifers along Maitland St. the applicants indicated they would need to be removed and replaced with street trees.
 - The APC expressed appreciation for the plan to include a fully fenced, family oriented, play area. When asked, the applicant indicated that there was no intention to connect the Port Alberni Shelter.
 - Bulk and Site regulations were reviewed. The proposed Floor Area Ratio is within that permitted in the RM3 zone.
 - The Planning Tech. advised the APC that the conceptual plan presented may change at the Development Permit stage.
 - APC members noted that the project ties in well with the Age Friendly Plan goal of encouraging intergenerational housing
 - Recommendations from VIHA were discussed and infrastructure needs for servicing the project were also discussed.
 - APC asked the applicant about constructing the building to current seismic standards.
 - The Applicant’s timeline is to have a 13 month construction period starting the summer of 2020.
 - APC thanked the applicants for their work and investment in the community.
- The CAO presented a summary of the report from the Manager of Planning.

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- The applicant indicated that the recommendations from the Manager of Planning are in line with the proposal and that they will work with a qualified Engineer to resolve any servicing considerations. The combined Storm and Sanitary main along Maitland may be required to be separated.

Motions:

1. That the Advisory Planning Commission recommends to City Council that the City proceed with the following bylaw amendments, with respect to the property legally described as Lot A, District Lot 1, Alberni District, Plan VIP26237 (PID:003-551-814) and located at 4450 Maitland Street:
 - a) Amend the Official Community Plan (Schedule A – Land Use Map) to change the designation of the property from 'Residential' to '**Multiple Family Residential**' use; and
 - b) Amend the Official Community Plan (Schedule B – Development Permit Areas Map) to include the property in '**Development Permit Area No. 1 Multi-Family Residential**'; and
 - c) Amend the Zoning Bylaw (Schedule A – Zoning Map) to rezone the property from 'P1 Institutional' zone to '**RM3 High Density Multiple Family Residential**' zone.
2. That the Advisory Planning Commission recommends to City Council that as part of the development process, and prior to the scheduling of a Public Hearing, the applicant be required to provide the following:
 - a) A technical memo from a qualified Engineer, identifying the capacity for the combined stormwater and sewer mains to service the proposed development and providing recommendations, for the consideration and approval of the Director of Engineering and Public Works, with respect to separation of the mains.
 - b) That the Advisory Planning Commission recommends to City Council that as part of the development process, and prior to the scheduling of a Public Hearing, the applicant be required to apply for a Development Permit that meets the guidelines for Development Permit Area No. 1 - Multi-Family Residential, is acceptable to the Manager of Planning, and is not limited to but specifically addresses the following aspects of the proposed development:
 - Frontage improvements (including curb, gutter, sidewalk, and street trees) on Maitland St, 8th Ave and 9th Ave, acceptable to the Director of Engineering and Public Works.
 - Landscaping that includes, but is not limited to, trees and landscaping for screening of on-site parking areas.
 - Safe, secure, and easily accessible bike storage for building tenants and building visitors.

(Douglas / McRuer) CARRIED

3. DEVELOPMENT APPLICATION – **Official Community Plan and Zoning Bylaw amendments**

3351 3rd Avenue - Lot 16, Block 52, District Lot 1, Alberni District, Plan VIP197B (PID:004-680-634); and

3359 3rd Avenue - Lot 17, Block 52, District Lot 1, Alberni District, Plan VIP197B (PID:004-680-642); and

3369 3rd Avenue - Lot 18, Block 52, District Lot 1, Alberni District, Plan VIP197B (PID:009-259-953)

Applicant: David Galloway dba David Galloway Construction Ltd.

- The CAO presented a summary of a report, from the Manager of Planning to the APC, dated November 15, 2019.
- The Chair invited the applicant to speak about the proposed project. The applicant gave a brief summary of the proposed plans.
- The APC discussed the application as follows:
 - Access off 3rd Avenue was discussed and noted as a challenge that would need to be addressed prior to bylaw approval.
 - The site design will require retaining structures that will be required the approval of a qualified Engineer. The Engineering study should include the existing retaining wall between Kal-Tire property and the most northerly lot.
 - The rear alley is unconstructed and is not permitted to be used as legal access to the properties. It may be possible for the applicant to purchase a portion of the alley to improve the site design with respect to access.
 - Planning Technician advised the APC that, as per the planning report, they could consider recommending that the applicant be required to apply for a Development Permit (DP) as the buildings would be fronting on a main arterial road in an area targeted for revitalization and improvement. The APC was in favour of requiring a DP and the applicants indicated to the APC that they were willing to apply. A fee waiver may be possible as the properties are not included in a DP area.

Motions:

1. *That the Advisory Planning Commission recommends to City Council that the City proceed with the following Zoning Bylaw text amendments:*

- a) Add the following text to Section 5.12.1 Permitted Uses in the R2 One and Two Family Residential zone:

"5.12.1 Site Specific Uses

Two Family (duplex) building on parcels with an area less than 500 m² and greater than 350 m²"

b) Add the following text as Section 5.12.4 in the R2 One and Two Family Residential zone:

"5.12.4 Site Specific Uses

- (a) *Notwithstanding Section 5.12.3 (e), a two-family dwelling (duplex) is a permitted use on the following parcels having an area less than 500 m² and greater than 350 m²:*
- (i) **3351 3rd Avenue** - Lot 16, Block 52, District Lot 1, Alberni District, Plan VIP197B (PID:004-680-634); and
 - (ii) **3359 3rd Avenue** - Lot 17, Block 52, District Lot 1, Alberni District, Plan VIP197B (PID:004-680-642); and
 - (iii) **3369 3rd Avenue** - Lot 18, Block 52, District Lot 1, Alberni District, Plan VIP197B (PID:009-259-953)"

2. *That the Advisory Planning Commission recommends to City Council that the applicant be required to complete the following, prior to the scheduling of a Public Hearing:*

- a) *Provide servicing letters from BC Hydro and Telus confirming that each of the properties will be serviced.*
- b) *Submit revised Site Layout and Design Plan incorporating any necessary retaining structures and including provisions for functional movement of garbage cans, onto and off of 3rd Ave. on collection days, in a manner that does not cause undue hardship for tenants.*
- c) *Submit a Parking and Access Plan acceptable to the Director of Engineering and Public Works.*

3. *That the Advisory Planning Commission recommends to City Council that prior to final adoption of the bylaws the applicant be required to provide security for all necessary works identified in the required Parking and Access Plan.*

(Douglas / McRae) CARRIED

4. *That the Advisory Planning Commission recommends to City Council that the applicant be required to apply for a Development Permit prior to final adoption of the bylaws.*

(Anaka / McRuer) CARRIED

4. UPDATE:

The Manager of Planning gave a status update on current projects.

- Cannabis Cultivation/Processing recommendations received by Council– item is coming back for further discussion next Council meeting
- Departmental Budget Presentations – start in December
- 8th Ave Woodlands Village Rezoning – asking to remove lot consolidation requirement
- Development Permit Application being processed
- 6151 Russell Place – Development Permit being processed

5. OTHER BUSINESS

- It was discussed and decided that a quorum was possible and that the regularly scheduled meeting on December 19th, 2019 would be possible.
- Terry Smith will be removed from the mailing list.
- Members of the APC for 2020 will be appointed in December. The meeting schedule will be discussed in the new year to find out if the 3rd Thursday of the month is still appropriate.
- Meeting have been running past 1 pm and APC members would like the Agenda to reflect meeting times of 12:00 – 1:30 pm.

6. **ADJOURNMENT** – The meeting adjourned at 1:30 p.m. The next regular meeting is rescheduled for **Thursday, December 19, 2019.**

(Douglas / McRae) CARRIED



Davina Hartwell - City Clerk

Ken McRae – Chair

Councillor Report

For December 9, 2019

Councillor Debbie Haggard

November 20, 2019 – I met with the newly hired Business Development Officer at Community Futures Alberni-Clayoquot. We discussed potential projects that we could collaborate on.

November 20, 2019 – I attended the open house for the Maitland Family Development proposal. I discussed the project with members of the Alberni Low Energy Housing Society. This is a proposed affordable housing project on Maitland Street between 8th and 9th Avenue.

November 21, 2019 – There was an Advisory Planning Commission meeting. Highlights included a presentation from the Alberni Low Energy Housing Society on their Maitland Family Development proposal and a proposal for the building of duplexes on lower Third Avenue.

November 23, 2019 – Mayor Minions, her assistant Ben and I attended the Hope in the Valley Breakfast. This breakfast kicks off the Christmas season of raising funds for our community members less privileged than ourselves. Thank you to the Salvation Army and Captain Ramsey for organizing and for all that you and your volunteers contribute to this community.

November 27, 2019 – I attended the Alberni Valley Chamber of Commerce dinner meeting. Mr. John Douglas on behalf of the Shelter Society, gave a presentation on the opioid crisis and a need for a new mentality for treatment.

November 27, 2019 – The District Labour Council held their Christmas social. It was an opportunity to meet board members of the Labour Council. Thank you for the donations to the United Steelworkers, VAST 8th Avenue Learning Centre and the Transition House.

November 28, 2019 – Mayor Minions and I attended the Alberni Valley Chamber of Commerce Board meeting. We presented our budget to the board members and answered questions.

December 2, 2019 - City Council held their organizational meeting. I am pleased to accept the position of City Representative to the Alberni-Clayoquot Regional District and continuing to build those relationships between the City and the Regional District.

ENTERED

**COUNCILLOR ACTIVITY REPORT
RON PAULSON, CITY COUNCILLOR**

1. November 13/19 – Sunshine Club Open House
 - a. A showing of the many activities that our senior citizens can participate in. (Floor curling, whist, lunch program, art class, table tennis etc.)
2. November 15/19 – Jim's Clothes Closet Men's Wear Store
 - a. On behalf of Mayor and Council I attended the ribbon cutting for the reopening of the newly renovated store. Jim's clothes closet has served the Alberni Valley for over 50 years and the investment to considerable renovations shows the confidence and commitment of this business to the Alberni Valley and beyond.
3. November 17/19 – Attended the Rescheduled Bulldogs game in Campbell River. The game was played before a totally sold out facility. I cannot thank the community of Campbell River enough for hosting our team while they are being displaced during the Multiplex shutdown. I had a short discussion with the Campbell river Mayor and he was extremely impressed with the on ice skill of our team and the team from Trail.
4. November 18/19 – Committee of the whole Meeting
 - a. A very informative presentation by B.C. Assessment with regard to how the Assessment process works and the impacts directly on homeowners.
5. November 19/19 – Alberni Low Energy Housing Society Annual General Meeting
 - a. Annual reporting for the society with yearend financials etc.
 - b. Planning for an affordable housing unit in Port Alberni
 - c. Open House on November 20/19
6. November 19/19 – Rescheduled Bulldogs game in Oceanside.
 - a. Once again a totally sold out Oceanside Place Arena supporting our team and community while our Multiplex is shutdown.

**COUNCILLOR ACTIVITY REPORT
RON PAULSON, CITY COUNCILLOR**

1. November 21/19 – I had an opportunity to tour the new Rainbow Gardens Annexes. A great addition for Rainbow gardens and our community.
2. November 22/19 – I attended the “Language Pole” Fundraiser Event at the Italian Centre with Mayor and other Councillors. The event was well attended and I sincerely hope it was a financial success for the organizers.
3. November 23/19 – Attended the Vancouver Regional Library Board of Trustees Meeting
 - a. The financial report was presented to the end of October, 2019
 - b. Total reserves are - \$15,650,943.00
 - c. Port Alberni renovation project – An RFP for an architect to assist with planning and construction closed November 8/19. There were eleven responses to the tendering process and a proponent will be named early in the New Year.
 - d. With the Regional Library philosophy of moving to Library owned facilities I asked what. If any, plans may exist for the future in Port Alberni. The reply was to stay in the current location for the long term as tenants.
 - e. It was noted that publishers/authors seem to keep changing the terms of access for content for “e books”. Regional libraries will be looking for a federal policy to help in this area.
4. November 26/19 – Attended the Alberni Clayoquot Continuing Care Society Director’s Meeting.
 - a. Financial statements, departmental reports and Executive Director’s report were presented.
 - b. A number of Board Governance Policies were reviewed and revised to meet current day realities.
5. November 29/19 – Attended the Alberni Clayoquot Community Stakeholders Initiative to End Homelessness monthly meeting.
 - a. The Homelessness 2020 Count is scheduled to take place in the Spring of 2020.
 - i. New routes will be introduced (lessons learned from the last count).
 - ii. Event Centers worked well and will be part of the program again (Friendship Centre, ACAWS, Bread of Life etc.)
 - iii. A call for volunteers will go out in the New Year and volunteers will be able to register online.
 - iv. City of Port Alberni Planner Kaetlyn McDougal was on hand to give a bit of an update on the Housing Assessment project.
 - v. Grant funding from UBCM and the City of Port Alberni will be partnering with the Regional District on parts of the report.
 - b. Next meeting will be January 17/20 and a representative from BC Housing will be in attendance.
6. December 2/19 – Port Alberni City Council Organizational Meeting and Reception.
7. December 3/19 – The first of City of Port Alberni Departmental budget discussions is presented. This is the first session of the 2020 budget and five year plan.

20-22 Nov 2019 - Attended two days of meetings with UBCM executive - I was appointed to the Community Economic Development committee, as well as the Health and Social Development committee. We also met with Minister of Housing and Municipal Affairs - Selina Robinson.

22 Nov 2019, 7pm - Attended along with Mayor Minions, Councillor Paulson and Councillor Solda - the fundraiser for the Language Revitalization pole.

26 Nov 2019 - Met with leader of the opposition, Andrew Wilkinson; opposition critic for Attorney General, Michael Lee; and opposition critic for LNG and Resource Opportunities, Ellis Ross.

27 Nov 2019 530pm - Attended dinner and dialogues on the opioid crisis with a presentation from John Douglas.

27 Nov 2019 7pm - Attended CUPE social.

30 Nov 2019 530pm - Attended Pacific Salmon Fundraiser. Sat at the same table as MP Gord Johns. Good to see Councillor Corbeil there on behalf of the Mayor.

2 Dec 2019 1130am - Met with Fire Chief Owens to discuss air quality in the Port Alberni area.

2 Dec 2019 7pm - Attended the organizational meeting of council and accepted appointments to a number of committees.

Helen Poon
Councillor, City of Port Alberni