CITY OF PORT ALBERNI - MEETING SCHEDULE
MONDAY, FEBRUARY 27, 2017

4:00 pm	Audit Committee *@ Committee Room*	OPEN MEETING
6:00 pm	Special In-Camera Meeting *@ Committee Room*	CLOSED TO PUBLIC
7:00 pm	Regular Council Meeting *@ Council Chambers*	OPEN MEETING

DATES TO NOTE

Wed. Mar 1 3:00 pm	Special Meeting – McLean Mill Society *@ Council Chambers*	OPEN MEETING
6:00 pm	Special Meeting - Review Draft Five Year Financial Plan *@ Council Chambers*	OPEN MEETING
7:00 pm	Alberni Valley Heritage Commission *@ Alberni Valley Museum*	OPEN MEETING
Thurs. Mar 2 4:30 pm	Food Security & Climate Disruption Committee *@ Committee Room*	OPEN MEETING
Wed. Mar 8 6:00 pm	Special Meeting - Review Draft Five Year Financial Plan *@ Council Chambers*	OPEN MEETING
Mon. Mar 13 7:00 pm	Regular Council Meeting *@ Council Chambers*	OPEN MEETING

A G E N D A

REGULAR MEETING OF COUNCIL

MONDAY, FEBRUARY 27, 2017 AT 7:00 PM
IN THE CITY HALL COUNCIL CHAMBERS

The following pages list all agenda items received by the deadline. A sample resolution is provided for most items in italics for the consideration of Council. For a complete copy of the agenda including all correspondence and reports refer to the City's website www.portalberni.ca or contact the City Clerk phone: (250 720-2810) or email: davina_hartwell@portalberni.ca

PRESENT:

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

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

1. Recognition of Traditional Territories.

2. Late items identified by Councillors.

3. Late items identified by the City Clerk.

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

B. ADOPTION OF MINUTES - Page 10

1. Special Meetings held at 6:00 pm and Regular Council Meeting held at 7:00 pm on February 14, 2017.

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. Government Finance Officers Association - Page 22

Presentation of the Canadian Award for Financial Reporting Achievement to Cathy Rothwell, Director of Finance, for the Annual Financial Report for the year ended December 31, 2015.

2. Russell Dyson, Chief Administrative Officer, Alberni-Clayoquot Regional District

In attendance to present information regarding the proposed ACRD Five Year Financial Plan.

3. Bill Collette, AV Chamber of Commerce - Page 23

In attendance to request an increase to their Fee for Service Agreement and consideration of directing funds from business licensing to a proposed Business Licence Tax Program *(Note: Current Fee for Service Agreement attached).*

4. Carol Schmitt, Omega Pacific Hatchery - Page 27

In attendance to provide an update on Omega Pacific Hatchery and request the City write to the federal Minister of Fisheries to request that future plans by Fisheries and Oceans to re-build chinook stocks include, enlist and work fairly and collaboratively with Omega Pacific Hatchery.

E. UNFINISHED BUSINESS

Includes items carried forward from previous Council meetings.

1. McLean Mill Society
City Clerk - Appointment of Directors - Page 28

Report dated February 20, 2017 providing clarification regarding the procedure to appoint Directors to the McLean Mill Society when vacancies occur.

That the report dated February 20, 2017 from the City Clerk providing clarification regarding the procedure to appoint Directors to the McLean Mill Society when vacancies occur, be received.

Whereas the City of Port Alberni is the sole member of McLean Mill Society,

Pursuant to the Bylaws of the Society, the following resolutions are passed as the resolutions of the member at a general meeting of the Society:

That the member agrees to reduce the period of notice from the Board for this general meeting;

That the written resignations of Ken Fyfe and Jolleen Dick be accepted (which have been received at the Society's registered office); and that Melody Francoeur and Rebecca Palmer be appointed as Directors of the Society, to hold office until the next Annual General Meeting of the Society or until successors are appointed.

Recess

F. STAFF REPORTS

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

1. Accounts

That the certification of the Director of Finance dated February 27, 2017 be received and the cheques numbered _____ to _____ inclusive, in payment of accounts totalling $_____, be approved.

2. Director of Development Services – Development Variance Permit No. 90 – 5212 Pineo Road - Page 39

Report dated February 20, 2017 requesting consideration of an application for a Development Variance Permit in order to permit an increase in the footprint of an existing accessory building at 5212 Pineo Road.

That the report dated February 20, 2017 from the Director of Development Services regarding proposed Development Variance Permit No. 90, be received and Council proceed with consideration of the Development Variance Permit.

Introductory remarks by the Chair – Input received from the public and applicant and comments by staff and Council will form part of the record of input into the Development Variance Permit application.

a) Background information from the Director of Development Services.

b) Correspondence.

c) Late correspondence regarding the matter.

d) Presentation by the Applicant.

e) Input from the Public.

f) Questions from Council (Members of Council may ask questions, through the Chair.)

That Development Variance Permit No. 90 to permit an increase in the footprint of an existing accessory building at 5212 Pineo Road, be authorized by City Council on February 27, 2017.

3. Deputy City Clerk/Communications Coordinator – Liquid Waste Management Plan – Public Consultation - Page 47

Report dated February 22, 2017 from the Deputy City Clerk/Communications Coordinator requesting endorsement of a consultation plan update for the City's Liquid Waste Management Plan (LWMP) process.

That the report dated February 22, 2017 from the Deputy City Clerk/Communications Coordinator be received and Council for the City of Port Alberni endorse the LWMP Consultation Plan as presented.

4. Director of Development Services – Water Connection - Page 51

Report dated February 21, 2017 from the Director of Development Services providing a request for a water connection to property outside City limits.

That the report from the Director of Development Services dated February 21, 2017 be received and Council for the City of Port Alberni resend a letter to Mrs. Stevenson and Mr. Cameron offering to provide one water connection to 3131 – 21st Avenue (outside the City limits) for a payment of $2,600.00 subject to receiving a letter of request for a City boundary expansion application.

5. Current Status Report - Page 56

That the Current Status Report be received.

6. Managers' Monthly Reports
Providing information about current departmental operations.

Economic Development - Page 62

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

G. BYLAWS

Bylaws are required for the adoption of regulations, financial plans, changes to land use policy and to approve borrowing. A bylaw requires four separate resolutions to be adopted and must be considered over a minimum of two Council meetings. Each reading enables council to reflect on the bylaw before proceeding further.

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. Allan Iwanyshyn & Beverly Ness, Goats On The Hoof Vegetation Management - Page 63

Letter dated February 10, 2017 requesting Council allow them to provide their services within the City.

That the letter dated February 10, 2017 requesting Council allow Goats on the Hoof Vegetation Management to provide their services within the City, be received and referred to staff for review.

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. Association of Vancouver Island and Coastal Communities (AVICC) - Page 64

Providing a copy of their 2017 AGM and Convention information which takes place in Campbell River, BC on April 7 – 9, 2017. (Council to confirm their attendance with the Deputy City Clerk/Communications Coordinator).

2. Ron Lepine - Page 71

Copy of an email dated February 13, 2017 to Island Timberlands expressing concern regarding limited access to Mount Arrowsmith for recreational users.

3. Gary Lajeunesse - Page 72

Email dated February 15, 2017 expressing concern regarding the perception of Port Alberni.

4. RCMP - Municipal Policing Agreement - Page 74

Letter dated February 16, 2017 providing expenditures to January 31, 2017.

5. Minister of State for Emergency Preparedness - Page 79

Letter dated February 16, 2017 responding to the Mayor's letter of November 24, 2016 *(letter attached)* regarding consideration of facilitating coastal communities in developing solutions to earthquake and tsunami risks.

6. Eric Hockaday - Page 91

Letter dated February 7, 2017 expressing concern regarding snow removal on City streets.

7. Ombudsperson - Page 92

Letter dated February 2, 2017 providing the outcome of an investigation into a complaint.

8. Inclusion BC - Page 94

Email dated February 17, 2017 advising of the first Disability Pride celebration and parade in BC as part of Canada 150+ taking place on June 15th 2017 in Richmond, and requesting funding from every municipality in the province to provide grants to individuals, families and community organizations to participate in their own disability pride celebrations.

That Informational Correspondence items numbered 1 through 8 be received and filed.

K. REPORT FROM IN-CAMERA

1. Disposition of City Property – 9th Avenue - Page 95

L. COUNCIL REPORTS

1. Mayor's Report

That the Mayor's verbal report be received.

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

That the Regional District verbal report be received.

3. Councillors' Reports

That the Councillors' verbal reports be received.

M. NEW BUSINESS

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

1. Facade Improvement Program 2017 – Outreach to Property Owners

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
TUESDAY, FEBRUARY 14, 2017 AT 6:00 PM
IN THE CITY HALL COMMITTEE ROOM

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

STAFF: Tim Pley, CAO
Davina Hartwell, City Clerk
Scott Smith, Director of Development Services

It was moved and seconded that:

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)(e)	**the acquisition, disposition or expropriation of land or improvements and that the council considers that disclosure could reasonably be expected to harm the interests of the municipality;**
Section 90(2)(c)	**a matter that is being investigated under the Ombudsperson Act of which the municipality has been notified under section 14 of that Act**

CARRIED

The meeting adjourned at 6:44 p.m.

CERTIFIED CORRECT

Mayor Mike Ruttan

Davina Hartwell

Davina Hartwell, City Clerk

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MINUTES OF THE REGULAR MEETING OF COUNCIL
HELD TUESDAY, FEBRUARY 14, 2017 AT 7:00 PM
IN THE CITY HALL COUNCIL CHAMBERS

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

A. APPROVAL OF AGENDA

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 5:30 pm and Regular Council Meeting held at 7:00 pm on January 9, 2017, be adopted.

CARRIED

The Mayor announced the promotion of Scott Smith to the newly created position of Director of Development Services. In this new role Scott will lead both the Planning and Engineering Departments.

C. PUBLIC INPUT PERIOD

Ken Jones attended to provide comments regarding the proposal to close a portion of lane adjacent to his son's property at 4383 Lathom Road.

ENTERED
B.16)

D. DELEGATIONS

1. **Keith Ambrose**
Spoke about the unsanitary state of the uptown core area which he feels is getting worse by the day citing garbage and rat problems.

E. UNFINISHED BUSINESS

1. **Deputy City Clerk/Communications Coordinator – Reconciliation with First Nations**

The Mayor acknowledged and responded to questions from Jolleen Dick at the January 23, 2017 regular meeting.

It was moved and seconded:

That the report dated January 30, 2017 from the Deputy City Clerk/Communications Coordinator, be received and Council for the City of Port Alberni and staff continue to work with local First Nations government and service bodies to advance working relationships through protocol agreements, engagement and other efforts at the same time seeking First Nations input regarding additional recommendations.

CARRIED

2. **City Clerk – Committee of the Whole**

It was moved and seconded:

That the report from the City Clerk regarding Committee of the Whole meetings dated January 31, 2017 be received and Council for the City of Port Alberni direct staff to develop Terms of Reference for monthly Committee of the Whole meetings.

CARRIED

3. Director of Community Services – Tri-Conic Challenge Request

It was moved and seconded:

That the report from the Director of Community Services dated January 24, 2017 be received, and referred to the Canada 150 Community Investment Program process for consideration with other community organization applications.

CARRIED

F. STAFF REPORTS

1. Accounts

It was moved and seconded:

That the certification of the Director of Finance dated February 14, 2017 be received and the cheques numbered 137936 to 138114 inclusive, in payment of accounts totalling $919,005.15, be approved.

CARRIED

2. McLean Mill Society Appointments

It was moved and seconded:

That Council for the City of Port Alberni endorse the appointments of Melody Francoeur and Rebecca Palmer as Directors of the McLean Mill Society replacing Jolleen Dick and Ken Fyfe who have resigned their positions.

CARRIED

3. City Planner – Lane Closure – 4383 Lathom Road

It was moved and seconded:

That the report from the City Planner dated February 6, 2017, be received.

CARRIED

It was moved and seconded

That Council for the City of Port Alberni direct staff to proceed with the formal road closure process for closure of a portion of lane adjacent to 4383 Lathom Road.

CARRIED

4. **City Planner – 4938 Helen Street**

It was moved and seconded:

That the report from the City Planner dated February 7, 2017, be received and Council for the City of Port Alberni agree to an Easement agreement over Lot 10, Block 4, District Lot 12, Alberni District, Plan 1697 to the benefit of 4938 Helen Street.

CARRIED

5. **Director of Community Services – Plan for Replacement of the Echo Aquatic & Fitness Centre**

It was moved and seconded:

That the report from the Director of Community Services dated February 6, 2017, be received.

CARRIED

6. **Current Status Report**

It was moved and seconded:

That the Current Status Report be received.

CARRIED

7. **Managers' Monthly Reports**

Planning Department

It was moved and seconded:

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

CARRIED

Community Services (Parks, Recreation & Heritage)

It was moved and seconded:

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

CARRIED

The Mayor called a recess at 8:36 pm.

The meeting resumed at 8:45 pm.

G. BYLAWS

1. City Planner / City Clerk - Bylaw Offence Notice Enforcement Bylaw, 2016, Bylaw No. 4929

It was moved and seconded:

That the report from the City Planner/City Clerk dated February 6, 2017 regarding corrections to the Bylaw Offence Notice Enforcement Bylaw, be received.

CARRIED

It was moved and seconded:

That "Bylaw Offence Notice Enforcement Bylaw, 2016, Bylaw No. 4929" be amended at third reading to reflect corrected calculations in Schedule A, Traffic Regulation Bylaw Section.

CARRIED

It was moved and seconded:

That "Bylaw Offence Notice Enforcement Bylaw, 2016, Bylaw No. 4929" be read a third time as amended.

CARRIED

2. **City Planner – Advisory Planning Commission**

Development Application: Development Variance Permit No. 90 – 5212 Pineo Road
Applicant: R. Stolz and B. Harper
Lot 1, Block 15, Section 11, Alberni District, Plan 8444, PID: 005-534-895;
Lot 2, Block B, Section 11, Alberni District, Plan 1728 Except Part in Plan VIP84013, PID: 001-046-561;
Lot 3, Section 11, Alberni District, Plan 618, Except Part in Plan VIP1728, PID: 001-784-633

Development Application: Zoning Bylaw Amendment – 3575 – 3rd Avenue
Applicant: T. and P. Tilley
Lots 24-25, Block 50, District Lot 1, Alberni District, Plan 197B

Development Application: Zoning Bylaw Amendment – 4849 Regina Avenue
Applicant: P. Tsai
Lot 17, Block 4, District Lot 13, Alberni District, Plan 4455

It was moved and seconded:

That the summary report of the February 2, 2017 meeting of the Advisory Planning Commission, be received and with respect to the application for a Zoning Bylaw Amendment for 3575 – 3rd Avenue the applicant be requested to provide a preliminary interior layout plan for the building.

CARRIED

Development Application: Zoning Bylaw Amendment – 3575 – 3rd Avenue
Applicant: T. and P. Tilley

"Zoning Bylaw Text Amendment No. T11 (Site Specific Use – C3 Service Commercial), Bylaw No. 4930"

It was moved and seconded:

That "Zoning Bylaw Text Amendment No. T11 (Site Specific Use – C3 Service Commercial), Bylaw No. 4930", be now introduced and read a first time.

CARRIED

It was moved and seconded:

That "Zoning Bylaw Text Amendment No. T11 (Site Specific Use – C3 Service Commercial), Bylaw No. 4930", be read a second time.

CARRIED

Development Application: Zoning Bylaw Amendment – 4849 Regina Avenue
Applicant: P. Tsai

"Zoning Bylaw Map Amendment No. 20 (4849 Regina Avenue – Tsai), Bylaw No. 4931"

It was moved and seconded:

That "Zoning Bylaw Map Amendment No. 20 (4849 Regina Avenue – Tsai), Bylaw No. 4931", be now introduced and read a first time.

CARRIED

It was moved and seconded:

That "Zoning Bylaw Map Amendment No. 20 (4849 Regina Avenue – Tsai), Bylaw No. 4931", be read a second time.

CARRIED

Setting Public Hearing for Bylaws Numbered 4930 and 4931

It was moved and seconded:

That "Zoning Bylaw Map Amendment No. 20 (4849 Regina Avenue – Tsai), Bylaw No. 4931" be advanced to a Public Hearing on March 13, 2017 at 5:30 pm in the City Hall Council Chambers.

CARRIED

H. CORRESPONDENCE FOR ACTION

1. Dr. Paul Hasselback, Medical Health Officer, Island Health

It was moved and seconded;

That the letter dated January 12, 2017 inviting the City to partner with Island Health to create a bylaw that encourages a smoke-free environment in more public spaces, be received and referred to the Director of Community Services.

CARRIED

2. Federation of Canadian Municipalities (FCM)

It was moved and seconded;

That the information from the Federation of Canadian Municipalities announcing their annual conference in Ottawa, Ontario June 1 - 4, 2017 be received and that the Mayor and Councillors Minions and Sauvé be authorized to attend.

CARRIED

3. Evergreen Exhibitions

It was moved and seconded;

That the letter dated January 31, 2017 from Evergreen Exhibitions Ltd. requesting permission to suspend a banner across 10th Avenue near Echo Centre from March 6 to 13, 2017 to promote its annual Spring Home Show to be held March 11 & 12, 2017 at Glenwood Sports Centre, be received and the request approved.

CARRIED

4. BC Association of Farmers' Markets

It was moved and seconded;

That the letter dated January 20, 2017 sharing results of BC Farmers' Market Nutrition Coupon Program be received and Council write to the Honourable Terry Lake, Minister of Health requesting the program to continue.

CARRIED

5. **Alberni Valley Hospice Society**

It was moved and seconded;

That the letter dated February 8, 2017 seeking approval to place a raw log bench between Argyle Street and Angus on 3rd Avenue be received and referred for review under the City's Public Art Policy.

CARRIED

I. PROCLAMATIONS NIL

J. INFORMATIONAL CORRESPONDENCE

1. **David J. Campbell**
Letter received January 19, 2017 providing information on an option for an affordable skate park.

2. **Weir-Jones Engineering Consultants Ltd.**
Letter dated January 12, 2017 providing information on ShakeAlarm, an early earthquake warning system.

3. **Vancouver Island Regional Library**
Email dated February 2, 2017 providing the latest edition of "*From the Board Table*" January 21, 2017 Edition.

4. **Ministry of Agriculture, Responsible for Francophone Affairs Program**
Letter dated January 30, 2017, inviting access to financial assistance BC Government Francophone Affairs Program (FAP) to support delivery of French Programs.

5. **RCMP - Municipal Policing Agreement**
Letter dated January 19, 2017 providing expenditures to December 31, 2016.

6. **Ministry of Finance, Gaming Policy and Enforcement Branch**
Letter dated January 20, 2017 advising of the $107,006.91 payment to the City representing casino revenue for the period October to December, 2016.

7. **West Coast Environmental Law**
Letter dated January 25, 2017 providing an open letter to BC local governments regarding the impact of fossil fuel industries on climate change.

8. **Air Quality Council Meeting**
The minutes of the January 19, 2017 meeting.

9. **Vancouver Island Regional Library**
Letter dated January 26, 2017 providing a copy of their 2016 – 2020 Strategic Plan: Your Voice, Your Library.

10. **Food Security and Climate Disruption Committee**
The minutes of January 5, 2017 meeting.

11. **Abashiri – Port Alberni Sister City Society and City Hall**
Letters received February 7, 2017 thanking the City for hosting Abashiri students and teachers while on their visit in January.

12. **Roland Smith**
Letter dated February 7, 2017 acknowledging Councils questions regarding his queries with the general public in mind.

13. **BC Transit**
Letter dated February 3, 2017 advising that Port Alberni will be one of 15 communities scheduled to receive a new medium-duty Vicinity bus between May and September 2017.

14. **Councillor Alemany - Island Corridor Foundation Liaison**
Notes from the January 2017 Board meeting of the Island Corridor Foundation.

It was moved and seconded:

That Informational Correspondence items numbered 1 through 14 be received and filed.

CARRIED

K. REPORT FROM IN-CAMERA NIL

L. COUNCIL REPORTS

1. Mayor's Report

It was moved and seconded:

That the Mayor's verbal report be received.

CARRIED

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

It was moved and seconded:

That the Regional District verbal report be received.

CARRIED

3. **Councillors' Reports**

It was moved and seconded:

That the Councillors' verbal reports be received.

CARRIED

M. NEW BUSINESS

The Mayor will bring forward information to discuss at the next meeting in regards to unsightly properties.

N. QUESTION PERIOD

Neil Anderson, Carmichael Cres. asked Council to consider moving into Committee of the Whole during regular meetings. He asked whether Port Alberni has a rat problem and also commented on the potential name change of Canal Beach.

O. ADJOURNMENT

It was moved and seconded:

That the meeting adjourn at 9:58 pm.

CARRIED

CERTIFIED CORRECT

Mayor

Clerk

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Government Finance Officers Association
203 North LaSalle Street, Suite 2700
Chicago, Illinois 60601-1210
312.977.9700 *fax:* 312.977.4806

January 31, 2017

The Honorable Mike Ruttan
Mayor
City of Port Alberni
4850 Argyle Street
Port Alberni, British Columbia V9Y 1V8

Dear Mayor Ruttan:

We are pleased to notify you that your annual financial report for the fiscal year ended December 31, 2015, qualifies for a Canadian Award for Financial Reporting. The Canadian Award for Financial Reporting recognizes excellence in governmental accounting and financial reporting and represents a significant accomplishment by a municipal government and its management.

When a Canadian Award for Financial Reporting is awarded to a government, a Canadian Award for Financial Reporting Achievement is also presented to the individual(s) designated by the government as primarily responsible for its having earned the CanFR. Accordingly, an Award for Financial Reporting Achievement for the Finance Department is enclosed.

We hope that you will arrange for a formal presentation of both the CanFR and the Canadian Award for Financial Reporting Achievement, and that appropriate publicity will be given to this notable achievement. To assist you in this regard, a sample news release is enclosed.

We hope that your example will encourage other government officials in their efforts to achieve and maintain excellence in their own financial reporting.

Sincerely,

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Stephen J. Gauthier
Director, Technical Services Center

Enclosures

ENTERED
D.1

Washington, DC Office
1301 Pennsylvania Avenue, N.W., Suite 309 • Washington, DC 20004 • 202.393.8020 • *fax:* 202.393.0780
www.gfoa.org

THIS AGREEMENT MADE IN DUPLICATE THIS 12th DAY OF March, 2013.

BETWEEN:

CITY OF PORT ALBERNI, a municipal Corporation duly incorporated under the laws of the Province of British and having an office at 4850 Argyle Street, in the City of Port Alberni, Province of British Columbia, V9Y 1V8.

(hereinafter called "the City")

OF THE FIRST PART

AND:

ALBERNI VALLEY CHAMBER OF COMMERCE, a Society registered under the *Societies Act* with offices located at 2533 Port Alberni Highway, Port Alberni, Province of British Columbia, V9Y 8P2

(hereinafter called "the Chamber")

OF THE SECOND PART

WHEREAS the City wishes to secure the services of the Alberni Valley Chamber of Commerce to operate the Port Alberni Visitor Information Centre.

NOW THEREFORE THIS INDENTURE WITNESSETH that in consideration of the mutual covenants and other recited considerations, the parties hereto agree as follows:

1. Chamber Covenants:

1.1 The Chamber agrees to provide travel information services to the general public as outlined in this agreement, to the City's satisfaction at its Port Alberni Visitor Information Centre situated at 2533 Port Alberni Highway, Port Alberni, and in connection therewith the Chamber agrees to pay all expenses, including without limiting the generality of the foregoing, the salaries of administration and support staff, stationery, telephone and postage, taxes, electricity, heat and other utility charges, and all other office expenses.

The Port Alberni Visitor Information Centre exists to increase resident and visitor awareness of all local products, facilities, events and services that are available for the traveling public.

The Port Alberni Visitor Information Centre is to provide a standard in service excellence that exceeds visitor expectations and programs that promote both the success of customers and the positive experience of visitors.
The Port Alberni Visitor Information Centre will:

- Be responsible to the needs of visitors and the tourism industry;
- Be an ethical, unbiased voice for tourism in the region;
- Treat visitors, employees and members with professionalism and respect;

ENTERED
D.2

- Demonstrate leadership and integrity in all of its activities;
- Make decisions in a fair, unbiased manner with the best interest of visitors and the community in mind;
- Represent all businesses and the City's services equitably and fairly.

1.2 The Chamber agrees to provide travel information services as aforesaid on a year round basis, Christmas Day through New Years Day excepted, and to keep the Port Alberni Visitor Information Centre open to the public during the following hours:

Winter (post-Thanksgiving-May Long Weekend)
Weekdays 9am-5pm; weekend/holidays 10am-2pm

Shoulder Season (May long weekend-Canada Day; Labour Day-Thanksgiving)
9am-5pm seven days per week

High Season (July/August)
9am-6pm seven days per week

1.3 The Chamber agrees to provide proficient staff trained in all aspects of customer service, knowledgeable about the tourist opportunities, services, businesses and features within the Alberni Valley, to staff the Port Alberni Visitor Information Centre at all times that it is to be open to the public as previously detailed.

2. Specifically the Chamber Covenants to:

2.1 Prepare and update regularly a complete tourism directory including as a minimum the following categories:

- Accommodations
- Bed and breakfasts
- Attractions (components of the Heritage network, parks and recreation facilities, etc.)
- Outdoor and marine services (including guides and services)
- Restaurants
- Rentals (Bikes, kayaks, etc.)
- RV Parks and Campgrounds

The tourism directory is to be available on the Chambers web site and in handouts which will be duplicated for redistribution, i.e. City Hall, Parks and Recreation outlets.

2.2 Promote and Market all the City's tourism initiatives, events and services including but not limited to the Mclean Mill, Alberni Valley Museum, AV Multiplex etc.

2.3 Produce and update regularly a comprehensive community events calendar, available on the Chambers web site and in paper copy.

2.4 Maintain an up to date user friendly web site directed to visitor information with the directory and calendar as required, including direct links to city attractions and services as well as links with local businesses.

2.6 Initiatives outside this agreement whereby the Chamber proposes a financial contribution from the City will be brought forward for consideration of approval within the context of the City's budgeting process.

3. City Covenants:

3.1 In consideration for the Chamber providing the aforementioned services, the City hereby agrees to pay annually to the Chamber the amount $84,000. Such payment will be payable quarterly on the following dates:

	Percent of Total Payment Owing
January 31	25%
April 30	25%
July 31	25%
October 31	25%

4. Mutual Covenants:

4.1 The Council of the City shall appoint one of its members to the Chamber of Commerce, which member shall sit as a liaison between Council and the Board of Directors of the Chamber.

4.2 The City and the Chamber agree that the provisions of this Agreement shall be given such a reasonable interpretation as will facilitate a full and proper handling of travel and information services for all members of the general public.

4.3 This Agreement shall enure to the benefit of and be binding upon the parties hereto, their respective successors, and their heirs, executors and administrators or permitted assigns of the Chamber.

4.4 The City and the Chamber agree to meet before October 31, of each year to review the services to date and consider the business plan for the forthcoming year.

4.5 Notwithstanding this agreement, it is understood that Council for the City of Port Alberni adopts a Five Year Plan on an annual basis and the annual amount payable is subject to change at Council's discretion.

4.6 It is also understood by the City of Port Alberni that should the annual amount payable be reduced, the Alberni Valley Chamber of Commerce has the ability to review and reduce services accordingly by mutual agreement.

5. Terms of Agreement:

5.1 The terms of agreement shall be binding and remain in force effective the 1st day of January, 2013 to the 31st day of December, 2017 and shall continue in force from month to month thereafter until a new agreement is reached or the agreement is terminated by either party upon 30 days written notice to the other party.

5.2 Notwithstanding Section 5.1 above, if a dispute arises between the parties concerning the interpretation or performance of the obligations provided for in this agreement which dispute cannot be resolved informally or by mediation, either party may terminative the agreement following ninety days written notice.

IN WITNESS WHEREOF the Corporate Seals of the parties have hereunto been affixed in the presence of their duly authorized officers the day and year first above written.

THE CORPORATE SEAL OF THE
CITY OF PORT ALBERNI
WAS HEREUNTO AFFIXED
IN THE PRESENCE OF:

Mayor

Clerk

THE CORPORATE SEAL OF THE
ALBERNI VALLEY CHAMBER OF COMMERCE
WAS HEREUNTO AFFIXED
IN THE PRESENCE OF:

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Dear Davina,

Presentation to : City Council Meeting – Feb 27, 2017

From: Omega Pacific Hatchery Inc.
Carol Schmitt, President

Presentation Intent : Update to the City - on Omega Pacific Hatchery , work which has been done, currently involved in and upcoming proposals with regards to our area's Chinook Salmon Stocks.

Ask: For the City to write to Minister Dominic LeBlanc (plus cc a list of others on this) and request that since the significant and substantial higher marine Survival for juvenile chinook to adults were achieved only by fish grown at Omega Pacific Hatchery, that future plans by Fisheries and Oceans to re-build the the chinook stocks with yearlings, include, enlist and work fairly and collaboratively with Omega Pacific Hatchery.

Omega Pacific hatchery, an independent facility , have innovative different methods to raise yearlings and is the only hatchery program to deliver consistent higher survivals (upwards 25 x).
Fisheries and Oceans production hatcheries have grown many, many groups of yearling chinook and even those of recent, have had problems which saw the fish euthanized part way through the rearing or those released, had no greater results.

Due to the results from fish raised at Omega hatchery, Future plans by Fisheries and Oceans will be to start to re-build the chinook stocks with yearlings. We have said that not all fish are created equal, like gardening, some produce an abundance of crops, others hardly produce at all. Omega's program can produce abundant returns of fish and should be included as DFO takes this next step using yearling chinook.

It should be of no surprise, that the Salmon Capital of the World, also has an independent Fish hatchery that has solved the mystery regarding juvenile Chinook Salmon Survival.

Thank you,
Sincerely
Carol

ENTERED
D.4

CITY OF PORT ALBERNI

CLERK'S DEPARTMENT
REPORT TO COUNCIL

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

Tim Pley, CAO

TO: Tim Pley, CAO

FROM: Davina Hartwell, City Clerk

COPIES TO: Mayor & Council
Bill Collette, President, McLean Mill Society
Deanne Beaudoin, Executive Director, McLean Mill Society
Tim Pley, CAO

DATE: February 20, 2017

SUBJECT: McLean Mill Society – Appointment of Directors

Issue:
Clarification provided for Council and the public regarding the procedure to appoint Directors to the McLean Mill Society when vacancies occur.

Background:
Following the last regular meeting of Council, there were some questions posed by a member of the public regarding appointments to the McLean Mill Society specifically the process to appoint directors when vacancies occur due to resignation. At the February 14th, 2017 regular meeting Council endorsed the appointments of Melody Francoeur and Rebecca Palmer to replace two directors who have resigned from the Board.

For clarification - the Society has one member, being the City of Port Alberni. City Council is the governing mind of the member, but the individual members of Council do not constitute the membership of the Society.

Generally speaking, directors of societies are elected or appointed by the members of that society at each Annual General Meeting as is shown under section 4.2 of the McLean Mill Society bylaws (copy of Bylaws attached). In the case of a vacancy during the term of office for a director, the Board can appoint a member of the Society to fill that vacancy under s. 4.3. However, because in this case the only member of the Society is the City, and because the City is an organization it cannot be appointed to the Board.

Casual vacancies on the McLean Mill Society Board will be filled by election or appointment of new directors by the member (the City) at a general meeting. Section 3.1 requires the Board to give the membership notice of the time and place of the general meeting. Section 77 of the Societies Act requires that the Board send each member of the Society written notice of the date time and location of the general meeting not less than 14 days and not more than 60 days before the meeting. However, under s. 79 of the Societies Act, a member may, in any manner, waive the member's entitlement to notice or agree to reduce the period of that notice.

ENTERED
E.1

Because the appointment/election of board members is not ordinary business under s. 3.2, the Board must give "notice of special business" being the purpose of the meeting (i.e. the appointment of board members to fill the vacancies due to resignation, including the names of recommended individuals). In the interests of transparency and accountability, it is intended that all general meetings of the McLean Mill Society coincide with a public meeting of Council for the City of Port Alberni.

Recommendation:

As the City is the only member of the Society, it is adequate for Council to pass the resolutions required without going through the formalities of calling a 'meeting of the society' to order. In order to forward the appropriate resolutions to the lawyer for recording in the Society's record book, staff recommends endorsement of the following resolutions which also waives the notice period for the meeting.

Whereas the City of Port Alberni is the sole member of McLean Mill Society,

Pursuant to the Bylaws of the Society, the following resolutions are passed as the resolutions of the member at a general meeting of the Society:

That the member agrees to reduce the period of notice from the Board for this general meeting;

That the written resignations of Ken Fyfe and Jolleen Dick be accepted (which have been received at the Society's registered office); and that Melody Francoeur and Rebecca Palmer be appointed as Directors of the Society, to hold office until the next Annual General Meeting of the Society or until successors are appointed.

Respectfully,

Davina Hartwell

Davina Hartwell
City Clerk

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Bylaws of McLean Mill Society (the "Society")

Part 1 — Definitions and Interpretation

Definitions

1.1 In these Bylaws:

"**Act**" means the *Societies Act* of British Columbia as amended from time to time;

"**Board**" means the directors of the Society;

"**Bylaws**" means these Bylaws as altered from time to time.

Definitions in Act apply

1.2 The definitions in the Act apply to these Bylaws.

Conflict with Act or regulations

1.3 If there is a conflict between these Bylaws and the Act or the regulations under the Act, the Act or the regulations, as the case may be, prevail.

Part 2 — Members

Application for membership

2.1 A person may apply to the members for membership in the Society, and the person becomes a member on the unanimous acceptance of the application by the voting members.

Duties of members

2.2 Every member must uphold the constitution of the Society and must comply with these Bylaws.

Amount of membership dues

2.3 The amount of the annual membership dues, if any, must be determined by the Board.

Member not in good standing

2.4 A member is not in good standing if the member fails to pay the member's annual membership dues, if any, and the member is not in good standing for so long as those dues remain unpaid.

Member not in good standing may not vote

2.5 A voting member who is not in good standing

(a) may not vote at a general meeting, and

(b) is deemed not to be a voting member for the purpose of consenting to a resolution of the voting members.

Termination of membership if member not in good standing

2.6 A person's membership in the Society is terminated if the person is not in good standing for 6 consecutive months.

Part 3 — General Meetings of Members

Time and place of general meeting

3.1 A general meeting must be held at the time and place the Board determines.

Ordinary business at general meeting

3.2 At a general meeting, the following business is ordinary business:

(a) adoption of rules of order;

(b) consideration of any financial statements of the Society presented to the meeting;

(c) consideration of the reports, if any, of the directors or auditor;

(d) election or appointment of directors;

(e) appointment of an auditor, if any;

(f) business arising out of a report of the directors not requiring the passing of a special resolution.

Notice of special business

3.3 A notice of a general meeting must state the nature of any business, other than ordinary business, to be transacted at the meeting in sufficient detail to permit a member receiving the notice to form a reasoned judgment concerning that business.

Chair of general meeting

3.4 The following individual is entitled to preside as the chair of a general meeting:

(a) the individual, if any, appointed by the Board to preside as the chair;

(b) if the Board has not appointed an individual to preside as the chair or the individual appointed by the Board is unable to preside as the chair,

(i) the president,

(ii) the vice-president, if the president is unable to preside as the chair, or

(iii) one of the other directors present at the meeting, if both the president and vice-president are unable to preside as the chair.

Alternate chair of general meeting

3.5 If there is no individual entitled under these Bylaws who is able to preside as the chair of a general meeting within 15 minutes from the time set for holding the meeting, the voting members who are present must elect an individual present at the meeting to preside as the chair.

Quorum required

3.6 Business, other than the election of the chair of the meeting and the adjournment or termination of the meeting, must not be transacted at a general meeting unless a quorum of voting members is present.

Quorum for general meetings

3.7 The quorum for the transaction of business at a general meeting is 1 voting members or 100% of the voting members, whichever is greater.

Lack of quorum at commencement of meeting

3.8 If, within 30 minutes from the time set for holding a general meeting, a quorum of voting members is not present,

(a) in the case of a meeting convened on the requisition of members, the meeting is terminated, and

(b) in any other case, the meeting stands adjourned to the same day in the next week, at the same time and place, and if, at the continuation of the adjourned meeting, a quorum is not present within 30 minutes from the time set for holding the continuation of the adjourned meeting, the voting members who are present constitute a quorum for that meeting.

If quorum ceases to be present

3.9 If, at any time during a general meeting, there ceases to be a quorum of voting members present, business then in progress must be suspended until there is a quorum present or until the meeting is adjourned or terminated.

Adjournments by chair

3.10 The chair of a general meeting may, or, if so directed by the voting members at the meeting, must, adjourn the meeting from time to time and from place to place, but no business may be transacted at the continuation of the adjourned meeting other than business left unfinished at the adjourned meeting.

Notice of continuation of adjourned general meeting

3.11 It is not necessary to give notice of a continuation of an adjourned general meeting or of the business to be transacted at a continuation of an adjourned general meeting except that, when a general meeting is adjourned for 30 days or more, notice of the continuation of the adjourned meeting must be given.

Order of business at general meeting

3.12 The order of business at a general meeting is as follows:

(a) elect an individual to chair the meeting, if necessary;

(b) determine that there is a quorum;

(c) approve the agenda;

(d) approve the minutes from the last general meeting;

(e) deal with unfinished business from the last general meeting;

(f) if the meeting is an annual general meeting,

(i) receive the directors' report on the financial statements of the Society for the previous financial year, and the auditor's report, if any, on those statements,

(ii) receive any other reports of directors' activities and decisions since the previous annual general meeting,

(iii) elect or appoint directors, and

(iv) appoint an auditor, if any;

(g) deal with new business, including any matters about which notice has been given to the members in the notice of meeting;

(h) terminate the meeting.

Methods of voting

3.13 At a general meeting, voting must be by a show of hands, an oral vote or another method that adequately discloses the intention of the voting members, except that if, before or after such a vote, 2 or more voting members request a secret ballot or a secret ballot is directed by the chair of the meeting, voting must be by a secret ballot.

Announcement of result

3.14 The chair of a general meeting must announce the outcome of each vote and that outcome must be recorded in the minutes of the meeting.

Proxy voting not permitted

3.15 Voting by proxy is not permitted.

Matters decided at general meeting by ordinary resolution

3.16 A matter to be decided at a general meeting must be decided by ordinary resolution unless the matter is required by the Act or these Bylaws to be decided by special resolution or by another resolution having a higher voting threshold than the threshold for an ordinary resolution.

Part 4 — Directors

Number of directors on Board

4.1 The Society must have no fewer than 3 and no more than 7 directors.

Election or appointment of directors

4.2 At each annual general meeting, the voting members entitled to vote for the election or appointment of directors must elect or appoint the Board.

Directors may fill casual vacancy on Board

4.3 The Board may, at any time, appoint a member as a director to fill a vacancy that arises on the Board as a result of the resignation, death or incapacity of a director during the director's term of office.

Term of appointment of director filling casual vacancy

4.4 A director appointed by the Board to fill a vacancy ceases to be a director at the end of the unexpired portion of the term of office of the individual whose departure from office created the vacancy.

Part 5 — Directors' Meetings

Calling directors' meeting

5.1 A directors' meeting may be called by the president or by any 2 other directors.

Notice of directors' meeting

5.2 At least 2 days' notice of a directors' meeting must be given unless all the directors agree to a shorter notice period.

Proceedings valid despite omission to give notice

5.3 The accidental omission to give notice of a directors' meeting to a director, or the non-receipt of a notice by a director, does not invalidate proceedings at the meeting.

Conduct of directors' meetings

5.4 The directors may regulate their meetings and proceedings as they think fit.

Quorum of directors

5.5 The quorum for the transaction of business at a directors' meeting is a majority of the directors.

Part 6 — Board Positions

Election or appointment to Board positions

6.1 Directors must be elected or appointed to the following Board positions, and a director, other than the president, may hold more than one position:

(a) president;

(b) vice-president;

(c) secretary;

(d) treasurer.

Directors at large

6.2 Directors who are elected or appointed to positions on the Board in addition to the positions described in these Bylaws are elected or appointed as directors at large.

Role of president

6.3 The president is the chair of the Board and is responsible for supervising the other directors in the execution of their duties.

Role of vice-president

6.4 The vice-president is the vice-chair of the Board and is responsible for carrying out the duties of the president if the president is unable to act.

Role of secretary

6.5 The secretary is responsible for doing, or making the necessary arrangements for, the following:

(a) issuing notices of general meetings and directors' meetings;

(b) taking minutes of general meetings and directors' meetings;

(c) keeping the records of the Society in accordance with the Act;

(d) conducting the correspondence of the Board;

(e) filing the annual report of the Society and making any other filings with the registrar under the Act.

Absence of secretary from meeting

6.6 In the absence of the secretary from a meeting, the Board must appoint another individual to act as secretary at the meeting.

Role of treasurer

6.7 The treasurer is responsible for doing, or making the necessary arrangements for, the following:

(a) receiving and banking monies collected from the members or other sources;

(b) keeping accounting records in respect of the Society's financial transactions;

(c) preparing the Society's financial statements (or audited financial statements if required by the member);

(d) making the Society's filings respecting taxes.

Part 7 — Remuneration of Directors and Signing Authority

Remuneration of directors

7.1 These Bylaws do not permit the Society to pay to a director remuneration for being a director, but the Society may, subject to the Act, pay remuneration to a director for services provided by the director to the Society in another capacity.

Signing authority

7.2 A contract or other record to be signed by the Society must be signed on behalf of the Society

(a) by the president, together with one other director,

(b) if the president is unable to provide a signature, by the vice-president together with one other director,

(c) if the president and vice-president are both unable to provide signatures, by any 2 other directors, or

(d) in any case, by one or more individuals authorized by the Board to sign the record on behalf of the Society.

CITY OF PORT ALBERNI

PLANNING DEPARTMENT

TO: Tim Pley, CAO

FROM: Scott Smith, Director of Development Services

DATE: February 20, 2017

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

Tim Pley, CAO

SUBJECT: Development Variance Permit:
5212 Pineo Road

- *Lot 1, Block 15, Section 11, Alberni District, Plan 8444, PID: 005-534-895*; and
- *Lot 2, Block B, Section 11, Alberni District, Plan 1728 Except Part in Plan VIP84013, PID: 001-046-561;* and
- *Lot 3, Section 11, Alberni District, Plan 618, Except Part in Plan VIP1728, PID: 001-784-633*

Applicant: R. Stolz and B. Harper

Issue

To consider an application for a Development Variance Permit No. 90 to vary the Zoning Bylaw regulations in order to permit an increase in the footprint of an existing accessory building at 5212 Pineo Road.

Background

The property consists of three legal parcels considered to be "the property" and totals approximately 0.4 ha (~1 acre) in area. In 2007, as a condition of a Subdivision that would permit the sale of a portion of his property, the former owner of the three parcels agreed to the placement of a Restrictive Covenant on all three Land Titles thereby ensuring that all three of the parcels must be registered to the same owners, must remain as one entity, "the property", and cannot be sold, transferred or assigned separately. "The property" was subsequently sold to the current owners.

Due to some miscommunication, a garage/shop was constructed without a building permit and the building was too close to interior property lines and exceeded the allowable height. The owner subsequently made an application to the Board of Variance to vary setback requirements to zero (0.0 m), on the interior lot lines, and to vary the permitted building height from 4.5 m to 5.5 m. The Board of Variance granted the setback and height variations and the garage/shop (see attached photos) was brought into compliance.

The property owners have submitted an application to vary the zoning bylaw to facilitate proposed additions to the garage/shop. The proposed additions are 3.65 metres by 8.2 metres (12 x 27 feet) on each side of the existing building. The total new area would be 60 m^2 (648 ft^2).

ENTERED
F.2

Discussion

Property and Neighbourhood

"The property" is approximately 3,747 m^2 (0.926 ac). The surrounding area is described as follows:

North	primarily residential neighbourhood consisting of relatively large city lots
East	two large parcels of low-lying, riparian, wetland owned by the Province and by the City separate "the property" from Kitsuksis Dyke and contain Lugrin Creek and City storm drainage channels
South	Lugrin Creek flows around the south property boundary and the creek channel separates "the property" from the industrial Co-Op Cardlock propane and gas station
West	primarily residential neighbourhood consisting of relatively large city lots

The neighbourhood could be generally described as having a semi-rural character with the highest density (7 lots) located immediately adjacent to "the property". The riparian wetland located to the south and east emphasizes that rural character as the Lugrin Creek channel would preclude further development. Other large lots in the neighbourhood (north) may subdivide in future however all are located within the area covered by the Floodplain Bylaw where lower density is preferred and stricter building regulations apply. Elevations are below the 3.65 m G.S.C. level specified in the Floodplain bylaw.

Accessory Building

The property is zoned RR2 Semi-Rural Residential and the Zoning Bylaw restricts the total floor area of all accessory buildings, in the R, RR and RM zones, to a maximum of 75m^2 (807.3 ft^2). The current garage/shop is 50 m^2 (540 ft^2). The applicant has indicated that in addition to the primary residence and the garage/shop, there is an additional accessory building (garden shed) on the property. The garden shed is 22.3 m^2 (240 ft^2).

Accessory Building Areas

- Current Garage/Shop = 50.1 m^2 (540 ft^2).
- Garden Shed = 22.3 m^2 (240 ft^2).
- Proposed Addition to Garage/Shop = 60.2 m^2 (648 ft^2).
- Total = 133 m^2 (1,432 ft^2).

Status of the Application

At the February 2, 2017 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 6.10.5 Accessory Buildings regulations for the total floor area of all accessory buildings, from 75m^2 (807.3 ft^2) to 133 m^2 (1,432 ft^2), on "the property" located at 5212 Pineo Road and legally described as Lot 1, Block 15, Section 11, Alberni District, Plan 8444, PID: 005-534-895; and Lot 2, Block B, Section 11,*

Alberni District, Plan 1728 Except Part in Plan VIP84013, PID: 001-046-561; and Lot 3, Section 11, Alberni District, Plan 618, Except Part in Plan VIP1728, PID: 001-784-633.

b. *That City Council give notice of intent to consider the issuance of a Development Variance Permit for "the property" located at 5212 Pineo Road and legally described as Lot 1, Block 15, Section 11, Alberni District, Plan 8444, PID: 005-534-895; and Lot 2, Block B, Section 11, Alberni District, Plan 1728 Except Part in Plan VIP84013, PID: 001-046-561; and Lot 3, Section 11, Alberni District, Plan 618, Except Part in Plan VIP1728, PID: 001-784-633.*

At its February 14, 2017 regular meeting, City Council received and accepted the APC recommendations. A copy of the notice for Development Variance Permit No. 90 is attached and notification was given as required by the Local Government Act.

Conclusion

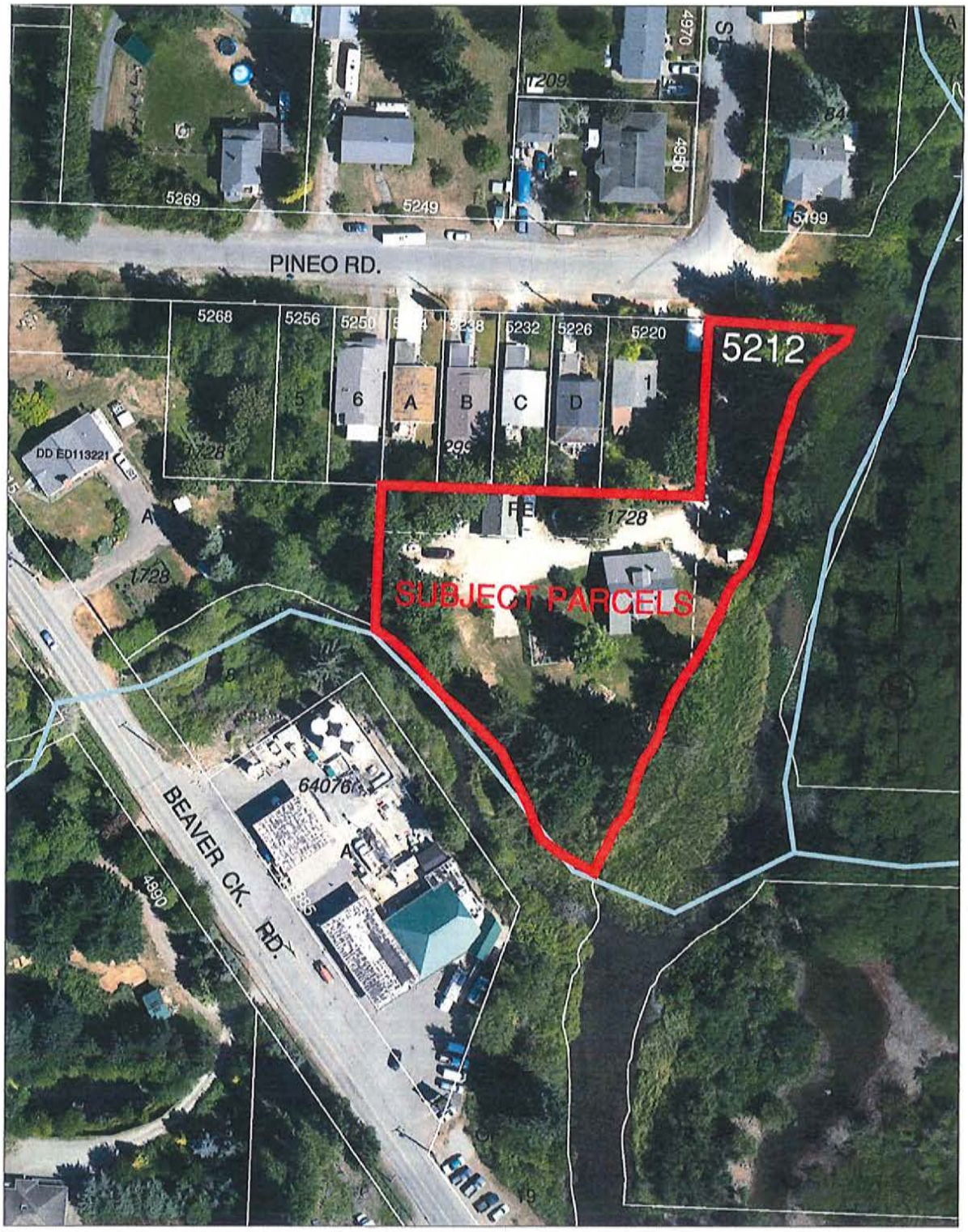
The requested variance is from 75m^2 (807.3 ft^2) to 133 m^2 (1,432 ft^2), a variance of 58 m^2 (624 ft^2). The requested variance is a significant increase in the allowable area for accessory buildings. However with the property being 0.4 ha (~1 acre) in size and the semi-rural character of the area, the requested variance is supportable. There has been discussion at the staff level to proposing changes to the zoning bylaw to allow variable accessory building areas based on the size of the property.

The Planning Department supports the issuing of the Development Variance Permit No. 90 to allow for the proposed additions to the existing garage/shop building at 5212 Pineo Road.

Respectfully submitted,

Scott Smith, MCIP
Director of Development Services

SUBJECT SITE – 5212 Pineo Road

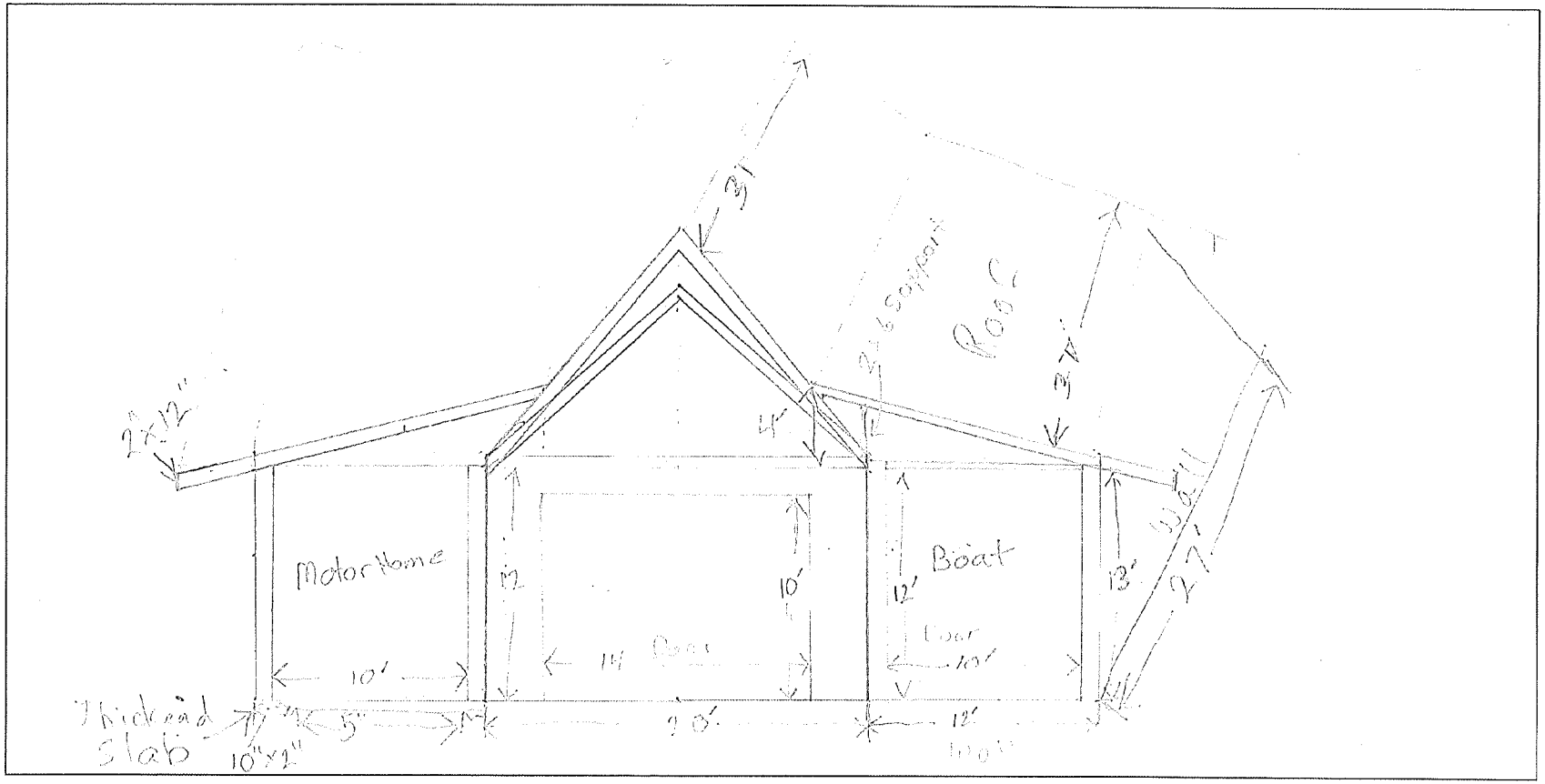


SUNCOR ENERGY

CALCULATION SHEET

5212 Pineo Rd V9Y 7A5

NAME	TITLE	JOB NUMBER	DATE	SHEET
Rory Stolz	Shop			



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2017. 1. 10 14:49

February 16, 2017

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. 90 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 an increase in the footprint of an existing accessory building at 5212 Pineo Road. The applicant wishes to add on to an existing garage. The proposed Variance is as follows:

Development Variance Permit No. 90 – For development on the land legally described as *'Lot 1, Block 15, Section 11, Alberni District, Plan 8444, PID: 005-534-895; and Lot 2, Block B, Section 11, Alberni District, Plan 1728 Except Part in Plan VIP84013, PID: 001-046-561; and Lot 3, Section 11, Alberni District, Plan 618, Except Part in Plan VIP1728, PID: 001-784-633'* and located at ***5212 Pineo Road,*** outlined on the Schedule A map attached, the applicant is applying to vary the regulations of the Port Alberni Zoning Bylaw 2014, Bylaw No. 4832 by:

1. Varying Section 6.10.5 Accessory Buildings regulations for the total floor area of all accessory buildings, from 75m^2 (807.3 ft^2) to 133 m^2 (1,432 ft^2), on the property located at **5212 Pineo Road** and legally described as *'Lot 1, Block 15, Section 11, Alberni District, Plan 8444, PID: 005-534-895; and Lot 2, Block B, Section 11, Alberni District, Plan 1728 Except Part in Plan VIP84013, PID: 001-046-561; and Lot 3, Section 11, Alberni District, Plan 618, Except Part in Plan VIP1728, PID: 001-784-633'*.

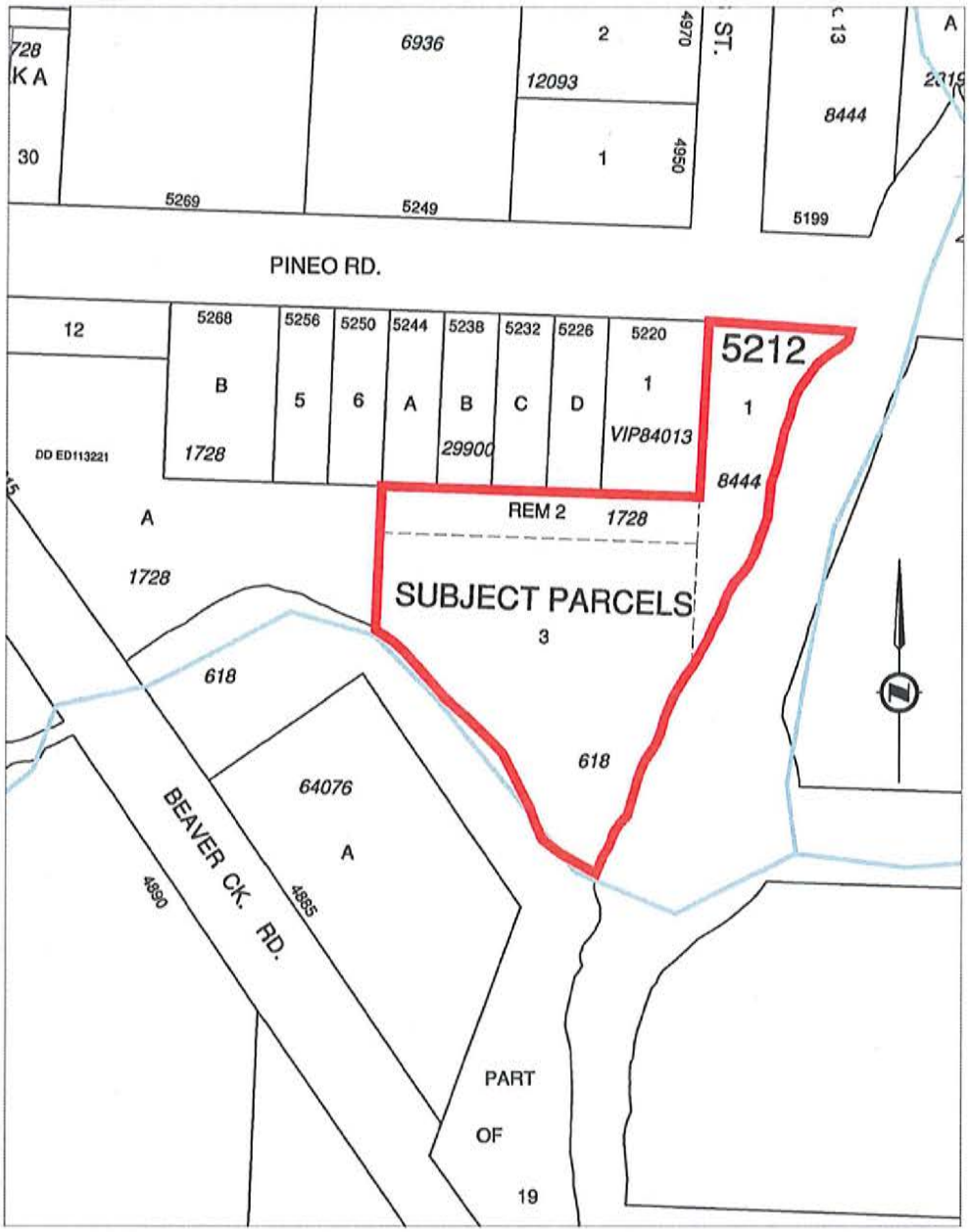
The Council of the City of Port Alberni reviewed the Development Variance Permit application at its meeting held on **February 14, 2017** and **will be considering a resolution to issue the Permit at a meeting on February 27, 2017.** Prior to issuing the Permit, Council is required to notify owners and 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, February 17, 2017 to Monday, February 27, 2017** 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 Planner, 4850 Argyle Street, Port Alberni BC, V9Y 1V8. **If preferred, representation may be made to Council at its regular meeting to be held on Monday, February 27, 2017 in the Council Chambers to commence at 7:00 pm.**

Scott Smith, MCIP
City Planner

SCHEDULE A TO DEVELOPMENT VARIANCE PERMIT NO. 90



CITY OF PORT ALBERNI

CLERK'S DEPARTMENT

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

Tim Pley, CAO

TO: Tim Pley, CAO

FROM: Jake Martens, Deputy City Clerk/Communications Coordinator

COPIES TO: Davina Hartwell, City Clerk; Scott Smith, Director of Development Services

DATE: February 22, 2017

SUBJECT: Liquid Waste Management Plan – Public Consultation

Purpose

Council's endorsement is requested of a consultation plan update (attached) for the City's Liquid Waste Management Plan (LWMP) process.

Background

In accordance with the provincial legislation and guidelines, the City of Port Alberni is pursuing the development of a LWMP to identify the community's liquid waste related issues, evaluate options to address them and identify the preferred option for implementation.

The City of Port Alberni has been conducting a consultation process specific to the ongoing development of the Plan. The consultation process provides a forum for community members, government and First Nations representatives, technical experts and various stakeholders to contribute throughout the LWMP process.

These efforts, outlined in the attached plan, have supported the City's work by ensuring the inclusion of local interests and community-driven solutions for the development of proposed projects. Under provincial legislation, public consultation is a requirement of the LWMP process with recommended guidelines for stakeholder involvement and committee structure.

Discussion

Planning for improvements to the City's wastewater system has reached an important stage with a report detailing the evaluation of options and selection of preferred projects nearing completion. A brief update on consultation activities is provided with a request to proceed with upcoming meetings and other public engagement activities.

- **Committee Meetings** - Community dialogue has been focused through a Wastewater Advisory Committee (WAC) that includes representatives from a wide spectrum of community organizations and stakeholders.

ENTERED F.3

- **Webpage** – The site www.portalberni.ca/liquid-waste-management-plan is a dedicated webpage to inform the public about the LWMP. The webpage provides copies of the committee meeting documents, Factsheets, technical documents and other reports.

- **Factsheets** – City staff have created a number of LWMP Factsheets to explain the planning process in a user-friendly format.

- **Public Meetings and Outreach** – A public open house is planned for March 15, 2017 at Echo Centre. Advertisements and other event-related promotions will be undertaken. Staff will also be attending the Alberni Valley Bulldogs game on February 25, 2017 to provide the public with information and promote the upcoming open house.

- **Survey** – A community feedback survey is being planned to measure public sentiment in regards to the LWMP.

- **Mail-out & Media Coverage** - To ensure the community was informed, the City sent a mail-out to every household and business in October of 2016 providing information on the LWMP. In addition, the Alberni Valley News, 93.3 The Peak and other local media outlets have featured stories about the LWMP, including:

  - Alberni Valley News, February 12, 2015
  - Alberni Valley News, October 22, 2015
  - Alberni Valley News, May 5, 2016
  - Alberni Valley News, July 14, 2016

- **First Nations** – Extensive consultations have been conducted with the Tseshaht and Hupacasath First Nations in regards to the LWMP.

Conclusion and Recommendation

The following resolution is proposed:

> *That the report dated February 22, 2017 from the Deputy City Clerk/Communications Coordinator be received and Council for the City of Port Alberni endorse the LWMP Consultation Plan as presented.*

Respectfully submitted,

Jake Martens
Deputy City Clerk/ Communications Coordinator

Liquid Waste Management Plan
Consultation Plan Update
February 2017

Overview:
The City of Port Alberni is developing a Liquid Waste Management Plan (LWMP) to identify and develop cost-effective solutions to address sewage, stormwater and other wastewaters within the community. The LWMP is being developed in accordance with provincial and federal wastewater regulations that require upgrades to the City's infrastructure to ensure the protection of public health and the environment.

The LWMP is required to be developed in three stages, with Provincial approval as each stage is completed. The three stages are based on a problem-solving approach to create solutions specific to the local community. Given this approach, public participation is a key requirement of the LWMP to ensure multiple interests have been considered and that the Plan is supported by and reflects the needs of the community.

Objective:
To provide opportunities for all those affected by the development of the Liquid Waste Management Plan (LWMP) to review and provide input on the planning process.

Target Audience:
- Port Alberni residents and businesses
- Hupacasath and Tseshaht First Nations
- Community-based environmental groups
- Natural resource user groups
- Relevant regulatory agencies

Primary Methods of Consultation:
- Online Engagement
- Traditional Communications
- Community Level Events/Outreach

Consultation is ongoing through the following specific mechanisms:
- The development of a Wastewater Advisory Committee with representatives from First Nations, the public, stakeholders, and the provincial and federal governments.
- Meetings with representatives from the Tseshaht and Hupacasath First Nations.
- Mail-out(s), advertisement(s) and media coverage on the process and ways for the public to participate.
- A webpage with information on the planning process, committee meetings, Frequently Asked Questions (FAQ) paper, fact sheets, and technical reports.
- Open House and other public outreach events to provide information and receive input on the LWMP.

- Print, in person and online surveys.
- Meetings with City Council and other local and regional officials.

Schedule
The City began its LWMP process in 1999 with the Stage 1 document completed and approved by the Ministry of Environment in 2001. Following a comprehensive review of options and protracted negotiations for the preferred lagoon facilities, the City has reengaged in Stage 2 of the LWMP process.

The Stage 2 LWMP document will be submitted to City Council for consideration of submission to the Minister of Environment. The proceedings and results of consultation activities will be documented and outlined in the report, targeted for completion in April 2017.

Execution
The Deputy City Clerk/Communications Coordinator and Director of Development Services will coordinate and facilitate the consultation process.

Budget
Resources required to deliver on the consultation activities are provided for within the City's Engineering Department's approved budget.

CITY OF PORT ALBERNI

REPORT TO COUNCIL

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

Tim Pley, CAO

TO: Tim Pley, CAO

FROM: Scott Smith, Director of Development Services

DATE: February 21, 2017

SUBJECT: Water connection

Issue

To consider a request for a water connection to property outside City limits.

Background

The City has received an email from Clark Cameron on behalf of Marjorie Stevenson, (see attached) requesting the consideration of supplying water to 3131 – 21st Avenue. The property at 3131 - 21st Avenue consists of two narrow lots that were created in 1912 with an older mobile home located on the lands. Mrs. Stevenson also owns the consolidated lands outlined on the attached plan. All of Mrs. Stevenson's properties are outside of the City of Port Alberni.

The balance of the land in the area was historically subdivided and is owned by the Crown with a portion owned by BC Transportation Financing Authority. The land is currently forested area (see attached map) and has a branch of Dry Creek through the area.

The City of Port Alberni has previously received requests for a water service to 3131 – 21st Avenue in 2008 and 2015. The City of Port Alberni had agreed to provide one water connection subject to payment for the connection and written consent from Mrs. Stevenson in support of a boundary expansion to include all of her properties and the surrounding Crown land being incorporated into the City of Port Alberni. The City never received any consent and no further action occurred.

Discussion

Mr. Cameron's email is now requesting a water connection without agreeing to the lands being included in the City of Port Alberni.

The Stevenson lands and the wider Crown lands would have future potential if they became part of the City of Port Alberni, as City services could be provided (at a developer cost) for development projects.

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It is not recommended to provide City services to private properties outside the City of Port Alberni. It is recommended that the City of Port Alberni reconfirm its position of providing one water connection for a payment of $2,600.00 and the receipt of written consent in support of a boundary expansion.

Recommendation

1. *That the report from the Director of Development Services dated February 21, 2017 be received and Council for the City of Port Alberni resend a letter to Mrs. Stevenson and Mr. Cameron offering to provide one water connection to 3131-21st Avenue (outside the City limits) for a payment of $2,600.00 and subject to receiving a letter of request for a City boundary expansion application.*

Respectfully submitted

Scott Smith, MCIP
Director of Development Services

From: cdigger@telus.net
To: Scott Smith
Subject: Stevenson water connection
Date: Monday, February 06, 2017 1:29:07 PM

Mr. Scott Smith,
MCIP
February 6th. 2017
City Planner

Dear Sir:

I am applying, on behalf of Mrs. Marjorie Stevenson, for a water connection to her residence on 21st. ave.

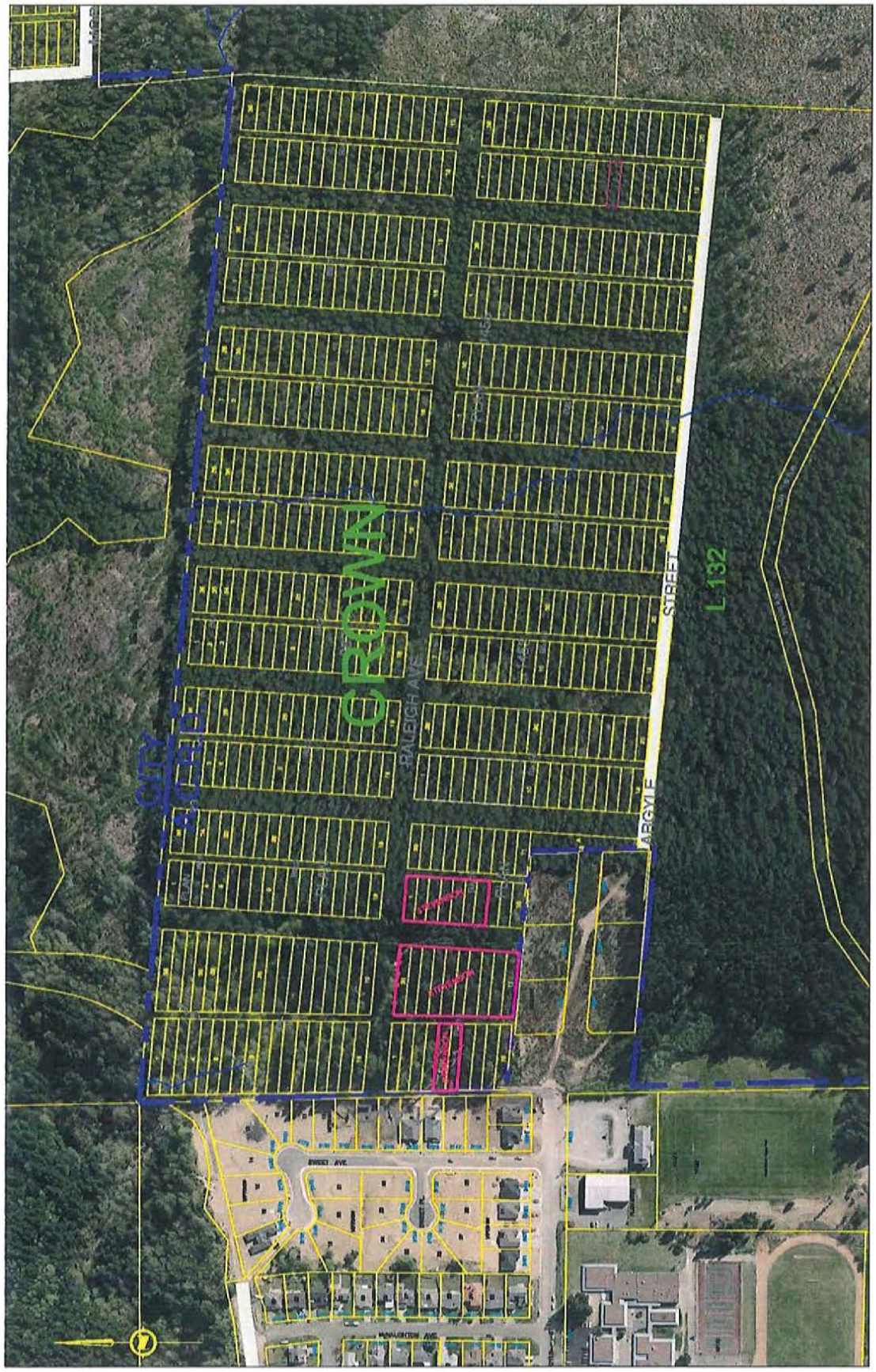
In 2015, City Council of the time suggested support of the connection if Mrs. Stevenson would agree to her property off Raleigh Ave, as well, being taken into the city in the future if the city so desired to acquire more property and extend the city boundary.

As Mrs. Stevenson is a senior, and would like to expediate the sale of her property, to get out of debt and improve her living conditions, and also, as the people interested in the property at this time are clearly interested in regional property with large lots, we feel that agreeing to city inclusion would extinguish enthusiasm for this property.

In conclusion, we would appreciate consideration of the water connection without agreeing to city inclusion of the Raleigh Ave property.

Thankyou.

Sincerely, Clark Cameron For Mrs. Stevenson


CITY OF CROWN
RALEIGH AVE
ARGYLE STREET
L 132

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Council Directed Action Items on Current Status Report					
	Meeting Date	**Item**	**Strategic Plan Fit**	**Status / Recommendation**	**Priority**
Chief Administrative Officer (CAO)					
1.	Regular Jan 11/16	Re-affirm Vision in the Strategic Plan to improve access to the Waterfront (FSCDC Report).	Goal #4: Revitalize Economy/Liveability	Updated Strategic Plan endorsed February 1/17	**Low**
2.	Regular May 24/16 Special Dec 12/16	Staff to investigate potential for receiving market revenues for services from properties under jurisdiction of senior governments.			**Low**
3.	Org. Structure Review	Expand role of Fire Chief to include responsibility for fire protection, emergency services, oversight of RCMP municipal staff and bylaw enforcement		September 30, 2017	**Low**
4.	Org. Structure Review	Pursue Shared Service opportunities with ACRD		In progress	**Low**
5.	Org. Structure Review	Review non-core services that could be provided by different level of gov't or could be discontinued		Ongoing	
Clerk's Dept.					
6.	Regular May 26/14	Preparation of Bylaws and policies for implementation of bylaw adjudication system	Goal #5: Responsive Government	For adoption Feb. 27/17	**High**
7.	SICC Jan 7/08	Policy requiring review and adoption of Policy Manual following each general municipal election	Goal #5: Responsive Government	Recommend changes to Policy Manual. Ratification of all Policies in Manual by Council. Targeted for September 2017.	**Medium**
8.	SICC Oct. 14/14 Special Dec 12/16	Direction to issue eviction notice effective December 31, 2017 for Alberni Paving operations at the Fall Fair grounds	Not a strategic priority	Clerk to work with Facility Ops. Suv.	**Medium**

Council Directed Action Items on Current Status Report					
	Meeting Date	**Item**	**Strategic Plan Fit**	**Status / Recommendation**	**Priority**
9.	Regular Jan 23/17 Feb 14/17	Prepare Terms of Ref for monthly Committee of the Whole meetings	Goal #5: Responsive Government		**Medium**
10.	Regular Nov. 24/14	Report on mail-in voting for future elections.	Goal #5: Responsive Government Not strategic priority	Report with options to be provided in with time to allow adoption in advance of 2018 election.	**Low**
11.	Regular Jan 12/15	Report & recommendations re revisions to Sign Bylaw with regards to election signage	Goal #5: Responsive Government	Report with options to be provided in with time to allow adoption in advance of 2018 election.	**Low**
12.	Regular Jan 11/16	Community urban food inventory webpage and information (FSCDC Report).	Not a strategic priority	Letter sent to ACRD Agricultural Committee – awaiting response.	**Low**
Community Services Dept.					
13.	Org. Structure Review	Work with community and partners to determine alternate service delivery model for museum and heritage services		Feb. 21 – draft report circulated for Council/stakeholder feedback. Final report to come to regular meeting in March.	**High**
14.	Regular Feb 14/17	Review AV Hospice Society request to place raw log bench on 3rd under Public Art Policy			**Medium**
15.	Regular Mar 9/15 Feb 14/17	Revisit options to ban smoking in City facilities and parks Review letter from Island Health encouraging smoke-free environment in more public spaces	Goal #3: Environmental Protection	Include actions taken by other communities for area specific smoking bans	**Low**
16.	Regular Sept. 28/15	Review 'Partner in Parks' Program (City of Nanaimo) and provide recommendations	Goal #5: Responsive Government		**Low**

Council Directed Action Items on Current Status Report					
	Meeting Date	**Item**	**Strategic Plan Fit**	**Status / Recommendation**	**Priority**
17.	Regular June 27/16	Draft development plan options for Canal Beach for public consultation regarding a long-term development plan.	Goal #4: Revitalizing Economy/Liveability		**Low**
Economic Development Dept.					
18.	Special Budget – Mar 30/15	Arrange mtg with Chamber/ AV Tourism/ACRD re external marketing of Alberni Valley	Goal #4: Revitalizing Economy/Liveability Goal #5: Responsive Government	Ongoing discussions taking place	**Medium**
Engineering Dept.					
19.	Regular Sept 14/15	Report recommending alternate truck route options (other than 3rd/Anderson)	Goal #2: Connected Community	On hold pending further discussions with WFP.	**High**
20.	Regular Jan 11/16	Create a phased implementation plan for all-abilities protected bike lanes including possible tree and garden planting (FSCDC Report)	Goal #2: Connected Community		**Medium**
21.	Regular Jan 11/16 Special Dec 12/16	Send a letter to the ACRD requesting a pilot kitchen/yard waste pickup compost project (FSCDC Report).	Goal #3: Environmental Protection		**Medium**
22.	Special Budget – Feb 23/16	Community Solar	Goal #3: Environmental Protection	Feasibility and implementation plan for single city owned location of solar panel "farm" to sell energy to Grid. $15,000 allocated in 2016 budget.	**Medium**
23.	Regular Mar 29/16	Report regarding request from Grandview Road residents for walking path on Grandview	Goal #2: Connected Community	Included in 2017 budget – optional project	**Low**
24.	Regular Aug 10/15	Review and report re artistic crosswalks – upper 3rd/Argyle	Not a strategic priority	Rotary Arts District creative crosswalks proposal referred to budget.	**Low**

Council Directed Action Items on Current Status Report					
	Meeting Date	**Item**	**Strategic Plan Fit**	**Status / Recommendation**	**Priority**
25.	Regular Feb 10/15	Prepare Pesticide Reduction Policy/public education – best practices	Goal #3: Environmental Protection	Policy and public education plan under development	**Low**
26.	Regular Jan 11/16	Develop a plan in coordination with provincial authorities to address sea level rise and flood concerns from climate disruption (FSCDC Report).	Goal #3: Environmental Protection		**Low**
Finance					
27.	Org. Structure Review	Review non-tax revenue opportunities (incl. review of all external contracts – best practices from other local govt's and input from working group		Ongoing	**Low**
28.	Regular Nov 28/16	investigate linkages between the City of Port Alberni and Regional District of Nanaimo BC Transit services.		In progress	**Low**
Fire Dept.					
29.	Regular June 13/16	Work with BC Wildfire Service, ACRD and other stakeholders to create wildfire management plan for CPA	Goal #5: Responsive Government	Application for funding made Jan 2017	**High**
Human Resources					
30.	Regular Feb. 9/16	Prepare Policy outlining duties of Personnel Committee		CAO/HR Manager	**Medium**

Council Directed Action Items on Current Status Report					
	Meeting Date	**Item**	**Strategic Plan Fit**	**Status / Recommendation**	**Priority**
31.	Org. Structure Review	Update City's succession plan		June 1, 2017	**Medium**
Operations Dept.					
32.	Regular July 28/14 Special Dec 12/16	Install barrier between the moving traffic and pedestrian area from Harbour Quay and Harbour Quay Marina.	Goal #2: Connected Community	Works in progress primarily on former Esso site	**Medium**
Planning Dept.					
33.	Special Budget – Feb 23/16	Create environmental rebate initiatives for property owners (FSCDC Report).	Goal #3: Environmental Protection	To be implemented	**High**
34.	Regular Dec. 14/15	Report on secondary suite provisions of zoning bylaw including provisions for tiny houses/carriage houses	Goal #4: Revitalize Economy/Liveability		**High**
35.	Regular Jan 23/17	Issue RFP for sale and development of a portion of City owned property adjacent to Westporte	Goal #4: Revitalize Economy/Liveability	RFP to be issued	**Medium**
36.	Regular Feb. 9/16	Draft bylaw to establish a Social Planning Commission	Goal #5 Responsive Government		**Medium**
37.	Regular October 11/16	Report regarding amendments to the City's Zoning Bylaw to permit the sale of eggs and honey	Goal #4: Revitalize Economy/Liveability	Supporting letter from Food Security Climate Disruption Committee to be included with report.	**Low**

Council Directed Action Items on Current Status Report					
	Meeting Date	**Item**	**Strategic Plan Fit**	**Status / Recommendation**	**Priority**
38.	Regular October 11/16	Report regarding potential amendments to the Waterworks Bylaw to provide urban farms with the same water consumption rates as industrial customers.	Goal #4: Revitalize Economy/Liveability		**Low**
39.	Regular Oct. 26/15	Report re use and potential regulation of drones within City boundaries	Not a strategic priority		**Low**
40.	Regular May 24/16	Report (based on Engineer's May 17 report) recommending amendments to the City's property maintenance bylaw to address vacant property concerns	Goal #4: Revitalize Economy/Liveability		**Low**
41.	Regular June 22/15	Report and amendment to the Zoning Bylaw to restrict liquor sales in grocery stores.	Goal #5: Responsive Government		**Low**

Respectfully Submitted

Tim Pley - CAO

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CITY OF PORT ALBERNI ECONOMIC DEVELOPMENT MANAGER

Monthly Report to City Council February 27th, 2016

Brief Update on Work <> January 1st to present

- Johnston Road Charrette
  - Recommendations with Preliminary Capital Cost Allowances have been delivered and are being reviewed by City Planner and EDM
- Maximized-Value, Wood-Biomass, Eco-Industrial Cluster
  - Outcome of grant application submitted to Rural Dividend Program should be known before provincial election writ is dropped in April
  - Concept has been more widely shared and is attracting positive attention
- Export Navigator Pilot Program has started
  - 6 businesses in our area are receiving some form of assistance from this pilot
  - Any business interested in marketing a product beyond the Alberni Valley is encouraged to contact the EDM or our Community Futures office
- Call Center
  - Discussions continue with one proponent
- Tourism Training Program
  - A 1st group of trainees is well into the process
- Islands Agriculture Show
  - Hosted Feb 3/4 with a Farm Startup Workshop on the 2nd and an Alberni Inlet Aquaculture Tour on the 5th.
  - Snowfall on both Thursday and Friday nights impacted attendance
  - City crews commended for snow clearing work
  - Welcome Reception considered best yet in Show's 6-year history
  - Grateful to Parks, Recreation & Heritage for assistance with Show
- SPROUT
  - Have now met twice with Community Futures
  - Next steps under consideration

Attended and/or Participated in:

- British Columbia Economic Development Association meeting
- Aboriginal-Municipal Economic Development Workshop
- Conference Call with Quesnel municipal and provincial counterparts
- Mayor's Business Advisory Council meeting
- Alberni-Clayoquot Transportation Committee meeting
- Truck Loggers Association conference
- Destination BC/Tourism VI Destination Development Planning Session
- Vancouver Island Coast Economic Developers Association meeting

Pat Deakin, Economic Development Manager

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Goats On The Hoof
Vegetation Management

www.GoatsOnTheHoof.com

February 10, 2017

Davina Hartwell
City Clerk
City Hall, 4850 Argyle Street
Port Alberni BC V9Y 1V8

Good Day

We are sending you this email with the hope that we might have permission to provide our service within the City of Port Alberni.

Our small business is called Goats On The Hoof Vegetation Management, and we utilize a small herd of eleven goats to target graze areas which are unsightly and overrun by weeds, grasses and invasive plants. The herd is transported in our specially adapted Herdhauler to the target site, contained within electric net fence, and supervised 24/7 for the duration of the contract. One of us will attend the goats at all times, and work with them throughout the day to clear the unwanted material. Goats are especially useful on steep and rocky terrain where it is difficult or dangerous for people and machinery to work, and they are very efficient at reducing the biomass and seedbank of blackberry, English ivy and scotch broom to name a few. Plants that have been browsed at the correct time are substantially less vigorous and subsequently easier to control and eradicate. Seeds that are ingested are rendered sterile in the animal's digestive tract. Our goats are quiet and entertaining to watch, so we always draw a smiling crowd wherever we work, and often hear comments about how much nicer this method is than using noisy machines. For your protection we are covered by $5 million in liability insurance and are possess an inter-community business license. We are an affiliate of Rent-a-Ruminant LLC which has done this type of vegetation clearing for over 14 years in the Seattle area and which has affiliates and franchises throughout the U.S.

Our company has been operational for four years, and we have worked in various areas of the Island, including Parksville, Qualicum Beach, Lantzville, Nanaimo and Esquimalt. The City of Parksville drafted a bylaw to allow us to work there, Bylaw 1503, and the City Council of Nanaimo unanimously gave us permission to work there as well. We were very pleased to have been invited to participate in the Earth Day festival in Esquimalt over the past two years, and have been invited back this year. The Parks Department there has found that having us attend was very successful for them and brought a lot of positive attention.

Last fall we were contacted by a potential customer in Port Alberni, who would very much like us to clear several sites for him. We are always very careful to comply with all regulations laid out in each municipality we come to, and when we checked with Tim Hautzinger , your Bylaw Officer, we were told that we were currently not permitted to work there. We thought that we would contact you and see if there may be some provision for temporary permits or an amendment to your animal control bylaw to accommodate us, especially given the transient nature of our service. Our client has contacted Mr. Hautzinger as well to discuss his reasons for wanting to use our method.

If you have any questions or comments, please feel free to reply to this email or contact Allan at 250 927 5323. We invite you to have a look at our website and Facebook business page for some photos of past jobs and a more thorough description of our methods.

http://goatsonthehoof.com/

Kind regards

Allan Iwanyshyn & Beverly Ness
Goats On The Hoof VM

1450 Price Road, Parksville, BC V9P 2C8 Phone: 250 927 5323 info@goatsonthehoof.com

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ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES

2017 AGM & CONVENTION

Campbell River, BC
April 7-9, 2017

AVICC

We are looking forward to returning to Campbell River for our 2017 AGM and Convention in April. Campbell River is the civic gateway to Northern Vancouver Island and the fifth largest municipality in the AVICC. The City is generously hosting AVICC members for the Convention at their Community Centre in the downtown core.

We have a thought-provoking program in place for our members this year. Please take a look through this brochure to see what's on offer, and then register on-line at:

www.civicinfo.bc.ca/event/2017/AVICC

We'll be sending out more information with further details on the program in the next few weeks. Updates will be posted on the website at **www.avicc.ca**

Keynote Speaker

Chris Turner, Sustainability Expert

Chris Turner is one of Canada's leading writers and speakers on sustainability and the global green economy.

He draws on recent breakthroughs in state-of-the-art renewable energy and urban design to paint a vivid portrait of a new, sustainable world order that will allow individuals and businesses alike not only to survive but to thrive in the twenty-first century economy.

A two-time National Business Book Award finalist, his most recent book is How To Breathe Underwater: Field Reports from an Age of Radical Change, a collection of his award-winning essays and feature writing. His 2013 book, The War On Science, was a co-winner of the Writers' Union of Canada's Freedom to Read Award.

He is also the author of The Leap: How to Survive and Thrive in the Sustainable Economy (which The Globe and Mail called "one of the most arresting arguments for building a green economy yet in print", The Geography of Hope, and the international bestseller Planet Simpson.

Turner was a 2013 Berton House writer-in-residence in Dawson City, Yukon, and a 2010 Paul D. Fleck Fellow at the Banff Centre. He was also named one of Alberta's "Next 10" Most Influential Albertans by Alberta Venture magazine. He lives in Calgary with his wife and two children. His book THE PATCH, the definitive story of Alberta's oilsands, will be published in Canada and internationally by Simon & Schuster in 2017.

2017 PROGRAM IN BRIEF

FRIDAY, APRIL 7, 2017	
9:00 am	Pre-Conference Study Tours
2:00 pm	Official Opening, Keynote Address, UBCM President's Address, Presentations
5:30 pm	Welcome Reception

SATURDAY, APRIL 8, 2017	
7:30 am	Hot Breakfast - Choice of Networking or Working
8:00 am	Elections for Table Officers
8:30 am	AGM and Resolutions
Noon	Delegate Lunch
12:45 pm	Elections for Directors at Large
1:30 pm	Concurrent Workshops
6:30 pm	Reception
7:30 pm	Dinner & Band

SUNDAY, APRIL 9, 2017	
7:30 am	Networking Hot Breakfast
8:30 am	Resolutions & Late Resolutions, Elections for EA Representative, Address by the Leader of the Opposition (TBC), Address by the Leader of the BC Green Party, Closing Session, Installation of New Executive & Grand Prize Award
12 noon	Adjournment

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FRIDAY MORNING PRE-CONVENTION PROGRAM

Joint Study Tour: BC Hydro's John Hart Generating Station and City of Campbell River's new Water Supply
9:00 am – noon, Friday, April 7, 2017
Cost: $40

BC Hydro is undertaking a $1.1 billion replacement of the John Hart generating station which is on track for completion in fall 2018. Stephen Watson from BC Hydro will lead a tour of the interpretive centre and viewing platform. Safety gear is not required, and this tour will not go underground. Outdoor clothing and good footwear are recommended.

Necessitated by the generating station replacement, the City of Campbell River is developing a new community water supply. This is the largest single capital project ever undertaken by the City and is now nearing completion. Last year, a new lake in-take structure was attached to a 150-metre long section of 1.5-metre diameter pipe, which was submerged and fixed onto the lake bottom to connect to a further 135-metre section of 1.5-metre diameter pipe tunneled under the lake bed and connected to the location of the future new water treatment facility. The final stage of the new $26.2 million water supply project includes construction of the $10.8 million water treatment building in 2017. On the tour City staff will explain what's involved and how the City is managing this major capital project. The Water Supply Tour will include the following locations:

1. John Hart Water Quality Centre – City's existing chlorination facility and lower point of connection for new large-diameter water pipeline. This technology will be replaced with a new system located at the new lakeside facility.

2. Elk Falls Water Quality Centre – City's existing ultra violet disinfection facility will be decommissioned, and all existing process equipment removed, relocated and re-commissioned at the new facility.

3. New Water System Intake and Water Treatment Centre – City's new facility construction site and upper point of connection of new large-diameter water pipeline. Work is currently underway on the final phase of the project, which includes the new pump station and water treatment facility.

Mayors Caucus
10:00 am – noon, Friday, April 7, 2017
Cost: $30

The AVICC Mayors Caucus was first held at our 2016 Convention in Nanaimo. Based on positive feedback from the members, we have scheduled this again as a pre-convention offering. The Caucus is an opportunity for AVICC Mayors to get together and discuss common issues and concerns.

This session is open to all Mayors.

FRIDAY MORNING
PRE-CONVENTION PROGRAM CON'T

Study Tour: New Campbell River & District Hospital
9:00 - 11:30 am, Friday, April 7, 2017
Limited to 15 Participants
Cost: $40

The $606.2 million North Island Hospitals Project (NIHP) is the largest project that Island Health (VIHA) has undertaken to date. The Public-Private Partnership will provide new and expanded healthcare infrastructure that will ensure enhanced quality and safety, greater efficiency, flexibility, adaptability, and maximum recruitment and retention potential for Island Health. The NIHP is responsible for the design and construction of a new $331.7 million, 153-bed Comox Valley Hospital and a new $274.5 million, 95-bed Campbell River & District Hospital, both slated to open in the fall, 2017.

Along with major innovations in building design and technology, the project is also unique in the efforts placed on community consultation and information sharing through quarterly community information sessions, the formation of a Public-Patient Advisory Committee, an Aboriginal Working Group, Art Committee, and extensive clinical design consultation with over 35 user groups. Nearly 90% of the total workforce on both sites comes from Vancouver Island.

Chief Project Officer Tom Sparrow will provide delegates with insights and lessons learned showcasing some of the unique demands placed on the municipalities and local communities and discuss the processes required to assist municipal leaders and staff with regards to effectively managing those demands when large infrastructure projects of this scope and magnitude are planned for their communities. The delegates will be able to tour the new Campbell River & District Hospital and share lessons learned with project team members about the many processes associated with building new facilities including Concept Design, Business Case, Procurement, Design and Construction, Transition and Operational Readiness Planning, Move-In and Operations.

Electoral Area Directors Forum
10:00 am – noon, Friday, April 7, 2017
Cost: $30

Building on the session held at last year's Convention, this forum is an opportunity for electoral area directors to get together to discuss common problems and share potential solutions to the problems identified. Electoral area directors will be able to freely speak about issues of immediate relevance to them. Discussion topics will be sought at the beginning of the forum. Come with an issue and a curious mind. This session is open to Electoral Area directors and Regional District staff members.

2017 AVICC
AGM & CONVENTION

CONVENTION PROGRAM

The Program Format

Based on a successful tradition, the 2017 program will integrate the regular business of the annual general meeting, debate on resolutions and holding of elections with a variety of presentations and workshops on topical issues, addresses by key political speakers and opportunities for networking.

A draft of the detailed program is expected to be available by late-February on the AVICC website. In order to accommodate emergent issues, the program does not become final until just prior to the AGM & Convention.

Some of the program highlights include:

- ***Responsible Conduct of Local Government Elected Officials***
- ***Forestry Management and Old-Growth Protection***
- ***Dealing with Derelict Vessels***
- ***Marine Spill Response***
- ***Island Corridor Foundation Update***
- ***Physical Literacy***
- ***Mayors Caucus***
- ***Electoral Area Directors Forum***
- ***Tour of the City's new Water Supply and BC Hydro Generating Station***
- ***Tour of the new Campbell River and District Hospital***

Saturday Working Breakfast Session

Island Corridor Foundation
The Island Corridor Foundation will provide an update on its progress and its business plan for the future of rail on Vancouver Island.

Trade Show

As in past years, AVICC will host a small Trade Show adjacent to the main meeting room. Many of our sponsors will be staffing information booths - please thank them for supporting our Convention and allowing us to keep our fees low.

The Trade Show will be open Friday afternoon, during the Saturday morning hot breakfast and in conjunction with the Saturday lunch dessert and morning and afternoon networking breaks.

RESOLUTIONS

UBCM urges members to submit resolutions first to Area Associations for consideration. Resolutions received by the **February 21, 2017** deadline will be processed and included in the Annual Report and Resolutions book that will be mailed to members in late-March.

Late Resolutions:
Resolutions received after the deadline are considered "late" but will be accepted by the Executive Coordinator up until noon, **Wednesday, April 5, 2017**.

Members are reminded that, to be admitted for debate, a late resolution must be deemed to be of an urgent or emergency nature and should address an issue that has arisen after the February 21 deadline date.

The Resolutions Committee will review all late resolutions and prepare a report to the Convention including a recommendation as to whether the resolution meets the criteria and should be admitted for debate.

Reminder
Resolutions and Nominations Deadline
February 21, 2017

See **www.avicc.ca** for submission requirements and nomination forms.

NETWORKING & SOCIAL EVENTS

Providing delegates with the opportunity to connect with colleagues and develop new relationships are key program objectives. In addition to hot breakfasts both Saturday and Sunday morning, morning and afternoon refreshment breaks and Saturday's Delegate Lunch, two networking and social highlights of the 2017 AGM & Convention will be the Friday evening Welcome Reception and the Saturday evening Annual Banquet.

2017 Welcome Reception

The Welcome Reception will be held from 5:30-7:30 pm Friday evening in the recently refurbished Tidemark Theatre. The theatre is just around the corner from the community centre at 1220 Shoppers Row. This art deco performing arts centre built in 1946 is easy to spot with its bright pink exterior.

Admission for delegates is already included in the delegate registration fee. Additional tickets may be purchased for guests through the on-line registration form on CivicInfo.

Annual Banquet

The banquet will be held in the the Community Centre, transformed for the evening for this social event. We hope you enjoy the opportunity to enjoy a fabulous night with your colleagues.

We are very excited to have secured the Fabulous Mutts as our band for after dinner entertainment and dancing. The Fabulous Mutts are a 5-piece rock, rhythm & blues and soul music band featuring the Valley's best musicians! Fronted by two exceptional lead singers – Juno Award winner Sue Medley and Jim Papp (original founding member of "Comox", "Blues Report"), the Fabulous Mutts cover an amazing range of musical ground: soulful hits from Hall & Oats and Cee Lo Greene; rockin' out with the Pretenders Linda Ronstadt, David Bowie, and roots & blues rocker Bonnie Raitt; and crowd favourites from Fleetwood Mac, the Police, Talking Heads, Steely Dan, the Beatles and many more. The Fabulous Mutts deliver a perfect blend of dance and party perfection.

ELECTIONS

The membership elects directors during the AGM & Convention to ensure the directions set by the general membership are carried forward. The Executive also provides direction to AVICC between Conventions.

The following positions are open for nomination:

- President
- First Vice-President
- Second Vice-President
- Director at Large (3 positions)
- Electoral Area Representative

To be included in *The Report on Nominations,* nominations must be received by February 21, 2017.

For further information on the elections process or to submit a nomination, please contact:

Past President Joe Stanhope
Chair, 2017 Nominating Committee
c/o AVICC, 525 Government Street
Victoria, BC V8V 0A8

email: **avicc@ubcm.ca**
or visit our website at **www.avicc.ca**

2017 AVICC
AGM & CONVENTION

PARTNER ACTIVITIES

Partners and other guests are encouraged to accompany delegates.

In addition to joining delegates for the Friday Welcome Reception and the Saturday Banquet, the City of Campbell River will be putting together some special tours for partners.

The tours will be listed on the AVICC website, and partners will be able to call or email the City directly to register for the tours.

Some resources for planning activities at Campbell River are listed in the right hand column.

The delegate tours and the convention business sessions are exclusively for delegates, and are not open to partners or guests.

Discover Your True Nature in
CAMPBELL RIVER

OPTIONAL ACTIVITIES

The City of Campbell River and neighboring communities offer a host of activities including golfing, fishing, scuba diving, mountain biking, walking tours, trips to Quadra Island and tours of the new brew pub, distillery and wineries.

See **www.campbellriver.ca/discover-campbell-river/visitor-info** for information on where to explore, eat, play and special offers.

Visitor Center
Tyee Plaza,
1235 Shoppers Row
Campbell River, BC
V9W 2C7

Email: info@visitorcentre.ca
Toll Free: 1.877.286.5705

Tourism Campbell River & Region
Enterprise Centre East
900 Alder Street
Campbell River, BC V9W 2P0

Tel: 250.830.0411 x 6
Fax: 250.830.0660
Email: info@campbellriver.travel

2017 AVICC
AGM & CONVENTION

Campbell River, BC
April 7-9, 2017

LOGISTICS

Accommodations

Several hotels have been identified as accommodation providers for Convention delegates. Visit **Accommodation** for rates and booking information.

Conference Venues

All sessions will be held at the Campbell River Community Centre at 401 11 Ave.

Parking

Free parking is available at the Community Centre.

How To Register

Online registration is available through CivicInfo at:

http://www.civicinfo.bc.ca/event/2017/AVICC

There is an early bird and cancellation deadline of **Friday, March 17, 2017**.

	Early (By March 17)	Late (After March 17)
Delegate Fees Includes Welcome Reception	$240	$288
Non-Member Delegate Fees	$280	$336
Annual Banquet	$60	$72
Welcome Reception for Partners & Guests	$40	$48

For More Information

The most current information will be posted on the website at **www.avicc.ca**

Please check back regularly for updates. For specific questions, please contact:

Liz Cookson, AVICC Executive Coordinator
email: lcookson@ubcm.ca
Telephone: 250-356-5122

HOST COMMUNITY

City of Campbell River

The host community for the 2017 AGM & Convention is the City of Campbell River. Mayor Andy Adams and Council are thanked for their warm hospitality.

City staff have been very generous with their time, and the Convention would not be possible without their assistance.

Particular thanks to Tracy Bate, Deputy City Clerk, who has coordinated the City's contributions.

From: Ron Lepine [ron_lepine@shaw.ca]
Sent: February-13-17 12:57 PM
To: Makenzie Leine
Cc: lbanton@shaw.ca; mikekokura@shaw.ca; mailbox@acrd.bc.ca; Mike Ruttan; jmcleman7428@gmail.com; wyton@shaw.ca; office@albernichamber.ca
Subject: gate closure on Cameron connector to Arrowsmith

To whom it may concern at Island Timberland's access committee.

This weekend, Feb. 11 & 12 & 13 BC family day, I see the gate is closed again. You should know that there are many families who used that road to Arrowsmith this last December & for many years for getting the kids out to enjoy the snow because Port Alberni doesn't have any other mountain road with a few hills to take kids to for the snow. For us skiers who have used Mt Arrowsmith & Cokely for skiing for many years we are really put out. That is park area with access to it is through your lands but you are supposed to allow access to the Arrowsmith park. I see you are working out a deal with the snowmobile's club but I am wondering if you give out one key to them. If there are several of their members who want to go out on a Saturday to skidoo up there, are they all going to have to go in at the same time & come out at the same time?

There are quite a few people from all over the island who come to ski Mt Cokely.. this used to be a good & easy place to access. I skied Mt Cokely 8 times in December but your gates are keeping myself & my friends out completely now saying that dangerous driving conditions are the cause. I can't understand how you say the driving conditions are different now or worse now than in the last 20 years to drive up there.

There are only a few skiers here in Port Alberni who ski with ski touring equipment but many skiers from all over the island. We can't afford to pay $1,000 or $2,000 for a key to access it. What about the hiking clubs like our local Alberni Valley Outdoor club & the Comox District Mountaineering Club & the Alpine Club of Canada who regularly schedules hiking trips & ski/snowshoeing trips up there? We can't afford to pay those huge fees & have limited access.

On weekends like this when there is a lot of people & traffic using that road for fun, I believe your danger level for theft & damage is nil. But you also have those specific branches gated off where you are logging. You company needs to think more about the community it works in & families that it affects directly not only for profits but for fun.

Ron Lepine

skier & Member of Alberni Valley Outdoor Club & Comox Mountaineering Club

Kind regards,

Ron Lepine --- 250-723-0949
2254-14th Ave.
Port Alberni, BC V9Y 2Y5

ENTERED
J. 2

From: Gary Lajeunesse [mailto:garylaj@icloud.com]
Sent: Wednesday, February 15, 2017 2:03 PM
To: Jake Martens
Subject: RE: Selling PA

Dear Mayor, Council and Staff,

I would like to share just a couple things that are continuously overlooked in trying to sell PA to people outside the community and what I encountered just in a week. The first was when I was returning on 02/0617 from shopping and Dr. appointment in Nanaimo and stopped at Nanoose Beach as always and ran into a couple guys early 70's and they asked if I was from the Bay and I told them where I was from. He then proceeded to tell me that he was just through there on his way to Tofino a month ago and told me that the person that took him knew Port Alberni well and would give him a quick tour on their way through and the tour consisted of showing how many liquor establishments there were and asked why only three cannabis dispensaries. Then he asked me if that's all we like to do up there, and I told them hell no, we like to smoke and burn too.

Next is the stench and toxic pollution that continues to billow from this mill is killing this town as well as the people living in it and I know the difference coming from the other side as I continue to do all our shopping over there for the break from the air as well as the supply for our needs. These pics were taken 02/13/17 @ 2:26pm from QF Qualicum and after that the photos of PA started at 3:07pm when I drove over the hump into a valley of stink and pollution and this is what everyone sees and smells coming through here and that's close to 3,000,000 people or more and that's a lot of word of mouth.

I'm still waiting for all the Chinese people that the last mayor said was going to move here and now still waiting for the 3000 new people that the city figures they can get to move here, but hear negative numbers. You people cannot to continue to run this city at full throttle like there's still 7000 IWA workers with big wages as those days are gone as Canada is not a manufacturing country anymore as big companies are not going to pay big union wages when they can get three or four oversea workers to one union paid American worker with benefits and rights. That's just the honest truth about the business and soon to happen here and PA is SO far behind in future growth and have no idea what people want.

ENTERED
J.4

Gary Lajeunesse
garylaj@icloud.com

Royal Canadian Mounted Police | Gendarmerie royale du Canada

Security Classification/Designation
Classification/désignation sécuritaire

Unclassified

RECEIVED
FEB 2 0 2017
CITY OF PORT ALBERNI

February 16, 2017

Director of Finance
City of Port Alberni
4850 Argyle Street
Port Alberni, BC
V9Y 1V8

Your File Votre référence
100-157

Our File Notre référence
E753-28-5

Municipal Policing Agreement
April 1, 2016 to March 31, 2017 Fiscal Year

In compliance with article 17.3.a) of the Municipal Policing Agreement, please find attached our monthly Financial Statement. The statement provides a year end forecast of expenditures as of **January 31, 2017.**

This Statement lists all the direct expenditures incurred to provide police services to your municipality from April 1, 2016 to **January 31, 2017**. This statement also contains reference to indirect costs which are included in the year end forecast.

Should you have any questions regarding this material, please contact Autumn Longley, Senior Manager Contract Policing at 778-290-4804.

Max Xiao, MBA, CPA, CMA
Regional Director
Finance Section, E & M Division
Corporate Management & Comptrollership Branch

c.c. OIC Port Alberni Detachment

Canada

RCMP E Division HQ
Finance Section, Mailstop #908
14200 Green Timbers Way
Surrey, BC Canada V3T 6P3

PORT ALBERNI 10-Feb-17

Expenditures to 2017/01/31

REPORTING OBJECT	BUDGET CAP	CURRENT MONTH	YEAR TO DATE	YEAR END FORECAST	EST. SURPLUS(+) DEFICIT(-)
STANDARD OBJ. 01 - PERSONNEL					
CEG 10 - PAY - PUBLIC SERVICE EMPLOYEES	0	2,045	36,883	36,883	-36,883
CEG 30 - PAY - MEMBERS:					
CE 500110 - REGULAR PAY	3,085,682	225,111	2,135,534	2,463,900	621,782
CE 500112 - RETROACTIVE PAY		0	0	0	0
CE 500113 - ACTING PAY	20,300	288	7,145	15,000	5,300
CE 500114 - SERVICE PAY	82,000	6,237	61,557	80,000	2,000
CE 500117 - SHIFT DIFFERENTIAL	50,000	3,427	29,987	50,000	0
CE 500163 - MARKET ADJUSTMENT ALLOWANCE	0	0	0	0	0
CE 500164 - SENIOR CST ALLOWANCE	38,000	4,074	31,362	38,000	0
CE 500117 - SHIFT DIFFERENTIAL		0	0	0	0
CE 501194 - REGULAR TIME - RESERVISTS	10,000	0	-814	0	10,000
CE 501198 - BIINGUAL BONUS - Current	0	0	0	0	0
CE 502103 - OPERATIONAL CLOTHING ALLOWANCE	6,600	28	3,281	6,600	0
MISC. CE's INCLUDED UNDER CEG 30	2,600	0	1,111	2,700	-100
CEG 30 - PAY - MEMBERS - TOTAL	**3,295,182**	**239,165**	**2,269,163**	**2,656,200**	**638,982**
CEG 31 - OVERTIME - MEMBERS	277,880	17,432	199,562	285,000	-7,120
CEG 32 - PAY - MEMBERS (POLICY CENTRE) Credit Item		2,922	2,922	0	0
CEG 40 - TRANSFER ALLOWANCES - INTRA-RCMP (Credit Item)		6,500	37,253	0	0
CEG 41 - TRANSFER ALLOWANCES - INTER-RCMP (Credit Item)		267	267	0	0
CEG 45 - PERSONNEL - PAY RAISE CONTINGENCY	0	0	0	0	0
TOTAL STANDARD OBJ. 01 - PERSONNEL	3,573,062	268,331	2,546,049	2,978,083	594,979
STANDARD OBJ. 02 – TRANSPORTATION & TELECOMMUNICATION					
CEG 50 - TRAVEL	35,290	1,956	10,929	14,600	20,690
CEG 51 - TRAVEL ADVANCES	0	-1,300	1,025	1,025	-1,025
CEG 52 - TRAINING TRAVEL (DCCEG)	26,800	4,855	23,749	35,000	-8,200
CEG 53 - TRAINING TRAVEL (POST)	5,665	33	4,911	6,000	-335
CEG 54 - IPA & FSD TRAVEL	0	0	0	0	0
CEG 55 - CENTRALIZED TRAINING TRAVEL	0	0	0	0	0
CEG's 60-66 - TRANSFER COSTS (Credit Item)	0	12,898	175,519	0	0
CEG 70 - FREIGHT, POSTAGE, ETC.	4,200	285	5,150	7,000	-2,800
CEG 100 - TELECOMMUNICATIONS SERVICES (DCCEG)	0	0	0	0	0
CEG 101 - TELEPHONE SERVICES (POST)	0	0	0	0	0
CEG 140 - COMPUTER COMM SERVICES (SSC)	0	0	0	0	0
TOTAL STANDARD OBJ. 02 – TRANSPORTATION & TELECOM	71,955	18,728	221,283	63,625	8,330
STANDARD OBJ. 03 - INFORMATION					
CEG 120 - ADVERTISING	0	0	11	100	-100
CEG 130 - PUBLICATION SERVICES	0	0	50	100	-100
TOTAL STANDARD OBJ. 03 - INFORMATION	0	0	61	200	-200
STANDARD OBJ. 04 - PROFESSIONAL & SPEC. SVCS					
CEG 160 - LEGAL SERVICES (Credit Item)		0	2,518	0	0
CEG 170 - CONTRACTED SERVICES (DCCEG)	0	0	0	0	0
CEG 171 - CONTRACTED SERVICES (POST)	0	0	0	0	0
CEG 190 - TRAINING & SEMINARS (DCCEG)	38,500	37,077	57,784	62,000	-23,500
CEG 191 - TRAINING & SEMINARS (POST)	3,605	0	1,914	3,600	5
CEG 192 - OFFICIAL LANGUAGE TRAINING (Credit Item)	0	0	0	0	0
CEG 200 - HEALTH SERVICES - MEMBER (Credit Item)	0	0	0	0	0
CEG 201 - HEALTH SERVICES - OTHERS (Credit Item)	0	0	0	0	0
CEG 202 - HEALTH SERVICES - PENSIONERS (Credit Item)	0	0	0	0	0
CEG 210 - PROTECTION SERVICES (Credit Item)	0	0	0	0	0
CEG 213 - CORPS OF COMMISSIONAIRES	0	0	0	0	0
CEG 218 - CONTAMINATED SITES	0	0	0	0	0
CEG 219 - PROFESSIONAL SERVICES	40,760	3,064	25,515	36,000	4,760
CEG 220 - OTHER SERVICES	5,430	102	7,250	8,000	-2,570
CEG 221 - IM/IT SERVICES	12,500	0	0	12,700	-200
CEG 223 - RADIO COMMUNICATIONS SYSTEMS	46,000	9,019	36,482	43,300	2,700
CEG 228 - CADC SPENDING OF PROCEEDS	0	0	0	0	0
CEG 229 - CADC ALLOCATED (Credit)		0	-5,278	0	.
CEG 230 - DIV FUND TRANSFER	0	0	0	0	0
CEG 231 - DCM FUND TRANSFER	0	0	0	0	0
CEG 232 - O&M OPERATIONAL CONTINGENCY	0	0	0	0	0
CEG 233 - CORPORATE CONTINGENCY	0	0	0	0	0
TOTAL STANDARD OBJ. 04 - PROFESSIONAL & SPEC. SVCS	146,795	49,262	126,184	165,600	-18,805
STANDARD OBJ. 05 - RENTALS					
CEG 240 - RENTAL-LAND,BLDG & WORKS (DCCEG)	0	0	0	0	0
CEG 241 - RENTAL-LAND,BLDG & WORKS (POST)	800	0	0	0	800
CEG 250 - RENTAL - COMMUNICATION EQUIP (DCCEG)	0	0	0	0	0
CEG 251 - RENTAL - COMMUNICATION EQUIP (POST) SSC	0	0	0	0	0
CEG 258 - RENTAL - MOTORIZED VEHICLES		0	-17	100	-100
CEG 260 - RENTAL OF CONVEYANCE	0	0	0	0	0
CEG 261 - LEASING OF AIRCRAFT	0	0	0	0	0
CEG 265 - LEASED VEHICLES	0	0	0	0	0

PORT ALBERNI

10-Feb-17

Expenditures to 2017/01/31

REPORTING OBJECT	BUDGET CAP	CURRENT MONTH	YEAR TO DATE	YEAR END FORECAST	EST. SURPLUS(+) DEFICIT(-)
CEG 280 - INFORMATION TECHNOLOGY RENTALS	3,100	3,154	3,342	3,500	-400
CEG 290 - RENTAL - OTHERS	4,000	98	1,124	2,000	2,000
TOTAL STANDARD OBJ. 05 - RENTALS	7,900	3,252	4,449	5,600	2,300
STANDARD OBJ. 06 - PURCHASED, REPAIR AND MAINTENANCE					
CEG 310 - REPAIR OF BUILDINGS & WORKS (DCCEG)	0	0	0	0	0
CEG 311 - REPAIR OF BUILDINGS & WORKS (POST)	0	0	25	100	-100
CEG 350 - REPAIR SHIPS & BOATS	0	0	0	0	0
CEG 360 - REPAIR OF AIRCRAFT	0	0	0	0	0
CEG 370 - REPAIR OF VEHICLES	48,000	810	23,687	40,000	8,000
CEG 380 - REPAIR OF OFFICE & LAB EQUIPMENT	0	0	0	0	0
CEG 390 - REPAIR OF MISC. EQUIPMENT	1,500	643	1,086	1,500	0
CEG 392 - REPAIR OF AFIS EQUIP	0	0	0	0	0
CEG 393 - IT REPAIR AND MAINTENANCE	450	0	0	700	-250
TOTAL STANDARD OBJ. 06 - PURCHASED, REPAIR AND MAINT	49,950	1,454	24,797	42,300	7,650
STANDARD OBJ. 07 - UTIL, MATERIAL AND SUPPLIES					
CEG 400 - UTILITIES	0	0	0	0	0
CEG 430 - FUEL	65,000	4,797	47,884	62,000	3,000
CEG 470 - PHOTOGRAPHIC GOODS	730	418	1,982	2,700	-1,970
CEG 500 - STATIONERY	17,100	2,768	11,241	15,000	2,100
CEG 510 - CLOTHING & KIT	15,000	1,178	13,572	16,000	-1,000
CEG 530 - LABORATORY SUPPLIES	0	0	0	0	0
CEG 540 - SUPPLY & SUNDRY EQUIPMENT	23,000	2,974	24,568	30,450	-7,450
CEG 541 - ACQUISITION CREDIT CARDS	0	0	0	0	0
CEG 550- HOUSE FURNISHINGS	0	0	0	0	0
CEG 630 - MESS PURCHASES	0	0	0	0	0
CEG 640 - MESS CREDITS	0	0	0	0	0
TOTAL STANDARD OBJ. 07 - UTIL, MATERIAL AND SUPP	120,830	12,136	99,247	126,150	-5,320
STANDARD OBJ. 09 - CONSTR. OR ACQUIS. OF MACHINES & EQUIPMENT<$10,000 OR ASSETS UNDER CONSTR.					
CEG 440 - TRANSPORT SUPPLIES	3,600	0	6,983	8,500	-4,900
CEG 441 - VEHICLE CHANGEOVERS	23,000	0	0	23,000	0
CEG 450 - COMNS PARTS & CONSUMABLES	2,000	0	0	2,900	-900
CEG 480 - FIREARMS & AMMUNITION	10,000	0	6,021	10,000	0
CEG 770 - RADIO COMMUN. EQUIPMENT- SYSTEM AND USER EQUIP.	17,100	0	0	16,700	400
CEG 771 - COMMS. EQUIPMENT	440	0	0	600	-160
CEG 810 - LABORATORY EQUIPMENT	0	0	0	0	0
CEG 811 - PROJECT DEVELOPMENT - NON SALARY	0	0	0	0	0
CEG 812 - PROJECT DEVELOPMENT - SALARY	0	0	0	0	0
CEG 820 - PHOTOGRAPHIC EQUIPMENT	0	0	0	0	0
CEG 821 - AFIS EQUIP	0	0	0	0	0
CEG 822 - IDENT EQUIPMENT	0	0	17,500	17,500	-17,500
CEG 830 - FURNITURE AND FIXTURES	0	0	0	0	0
CEG 840 - COMPUTER EQUIPMENT AND SOFTWARE	0	0	0	0	0
CEG 841 - ACQUISITION OF COMPUTER EQUIPMENT	10,000	13,848	14,954	16,000	-6,000
CEG 842 - ACQUISITION OF SOFTWARE	0	0	0	500	-500
CEG 845 - SPECIALIZED EQUIPMENT (CAPITAL)	0	0	0	0	0
CEG 850 - AUDIO VISUAL AIDS	0	550	550	550	-550
CEG 860 - INVESTIGATIONAL EQUIPMENT	5,000	0	0	5,100	-100
CEG 870 - SHIPS AND BOATS (CAPITAL)	0	0	0	0	0
CEG 871 - MISC.BOATS	0	0	0	0	0
CEG 880 - AIRCRAFT (CAPITAL)	0	0	0	0	0
CEG 890 - VEHICLES (CAPITAL)	64,000	0	48,349	64,000	0
CEG 891 - MISC. VEHICLES	0	0	0	0	0
CEG 900 - OTHER EQUIPMENT	0	0	36	36	-36
CEG 910 - OFFICE MACHINES	4,120	321	2,986	4,100	20
CEG 920 - SECURITY EQUIPMENT	2,127	0	0	1,000	1,127
TOTAL STANDARD OBJ. 09 - CONSTR. OR ACQUIS. OF MACHINES & EQ	141,387	14,719	97,379	170,486	-29,100
STANDARD OBJ. 12 - OTHER SUBSIDIES & PAYMENTS					
CEG 570 - PRISONER EXPENSES	0	0	89	100	-100
CEG 580 - SECRET EXPENSES	4,600	0	3,903	4,600	0
CEG 581 - SPECIAL "I" EXPENDITURES	0	0	0	0	0
CEG 590 - MISC. EXPENDITURES	0	0	0	0	0
CEG 591 - DISCOUNT FOR EARLY PAYMENT	0	0	0	0	0
CEG 592 - PAYMENT IN LIEU OF TAXES	0	0	0	0	0
CEG 600 - FOREIGN SERVICE	0	0	0	0	0
CEG 620 - CLAIMS and COMP.SETTLEMENTS (Credit Item)		0	860	0	0
CEG 650 - WRITE-OFF	0	0	0	0	0
TOTAL STANDARD OBJ. 12 - OTHER SUBSIDIES & PAYMENTS	4,600	0	4,852	4,700	-100
SUB-TOTAL DIRECT COSTS (Before Credits & Adjustments)	4,116,479	367,880	3,124,301	3,556,745	559,734

PORT ALBERNI

10-Feb-17

Expenditures to 2017/01/31

REPORTING OBJECT	BUDGET CAP	CURRENT MONTH	YEAR TO DATE	YEAR END FORECAST	EST. SURPLUS(+) DEFICIT(-)
YEAR TO DATE CREDITS					
MEDICAL LEAVE / SUSPENSION > 30 DAYS - CEG 32		2,922	2,922	-	-
TRANSFER ALLOWANCES - CEG 40 & 41		6,767	37,520	-	-
TRANSFER COSTS - CEG's 60 - 66		12,898	175,519	-	-
100% SHARED SERVICES CANADA - (Various CEGs)		-	-	-	-
LEGAL FEES CEG 160, OFF.LANG.TRNG CEG 192		-	2,518	-	-
HEALTH SERVICES CEG 200-202, PROTECT. SVCS CEG 210		-	-	-	-
COMP. CLAIMS & EX-GRATIAS - CEG 620		-	860	-	-
ICBC REPAIRS TO POLICE VEHICLE CREDITS				-	-
REFUND OF CREDITS UNDER CE 1691 / 1680				-	-
TOTAL CREDITS		22,587	219,339	-	
TOTAL DIRECT COST AFTER CREDITS	4,116,479		2,904,962	3,556,745	559,734
INDIRECT COST (Summary)					
1) RM Pensions	727,690			586,100	141,590
2) RM CPP	86,930			76,100	10,830
3) Employer's Contr. to E.I. for R/M's	39,954			34,900	5,054
4) Division Administration (per cap x avg.# RM's)	839,800			749,200	90,600
5) Recruitment & Training	148,682			130,700	17,982
6) National Programs, Other Indirect Costs & Consolidated Svcs.	85,977			75,300	10,677
7) Police Dog Service Training	27,788			24,700	3,088
8) Amortization of Equipment > $150,000 @ 10%	-			-	-
9) CPP & EI for Reservists	418			-	418
10) Cost of ERC/PCC as a Per Capita of...(PCC incl. under Nat. Programs - el	-				-
TOTAL INDIRECT COSTS	1,957,238			1,677,000	280,238
TOTAL COSTS (Direct + Indirect) @ 100%	6,073,717			5,233,745	839,972
FEDERAL COST 10 %	607,372			523,374	83,997
TOTAL MUNICIPAL POLICING COSTS 90%	5,466,345			4,710,370	755,975

FTE - FULL TIME EQUIVALENTS	ESTABLISHED STRENGTH			CURRENT UTILIZATION	
RM / CM - ESTABLISHED	34.00				
RM / CM - FUNDED	34.00			29.73	4.27
RESERVISTS	0.11			-	0.11
PDSTC					
INDIRECT COSTS - DETAILS					
REGULAR & CIVILIAN MEMBERS					
1) Pensions (Total Pensionable Earnings)	3,205,682			2,581,900	
Pension Rate	22.70%			22.70%	
Total Cost of RM/CM Pension.....	727,690			586,091	141,598
2) CPP (Pensionable Items) based on a Per Capita Cost of...	2,557			2,558.44	
Total Cost CPP (per Cap times FTE)	86,930			76,062.83	10,867
3) Employer's Contributions to EI based on a Per Capita Cost of...	1,175			1,173.01	
Total Cost of E.I. Contributions (per Capita x FTE)	39,954			34,874	5,080
4) Division Administration based on a Per Capita Cost of...	24,700			25,200	
Total Cost of Div. Administration (Per Capita x FTE)	839,800			749,200	90,600
5) Recruitment & Training					
Per Capita Cost of Training.....(effective 2015/16)...	1,181			3,267	
Per Capita Cost of Recruiting....	3,192			1,130	
Total Cost of Recruitment & Trng (Per Capita X FTE Utilization)	148,682			130,724	17,958
6) National Programs, Other Indirect Costs & Consolidated Services	2,529			2,532	
Total Cost of National Programs (See Below)	85,977			75,277	10,699
7) Police Dog Svc. Trng. based on a Per Cap. cost of (eff. F/Yr. 2015/16)..	27,788			26,862	
Total Cost of PDS.Trng (Per cap. X # of PD Teams)	27,788.00			24,711.97	3,076
TOTAL INDIRECT COSTS - RM's & CM's	1,956,820			1,676,941	279,879
INDIRECT COSTS - Reservists					
a) CPP for Reservists Per Capita Cost of	2,557			2,558	
Total Cost of Reservists CPP (Per Capita x FTE)	273			-	273
b) Employer's Contr. to E.I. Per Capita Cost	1,350			1,344	
Total Cost of Reservist's E.I. Contributions (Per Capita x FTE)	144			-	144
9) TOTAL INDIRECT COSTS - RESERVISTS	418			-	418
TOTAL INDIRECT COSTS	1,957,238			1,676,941	280,297

PORT ALBERNI

10-Feb-17

Expenditures to 2017/01/31

REPORTING OBJECT	BUDGET CAP	CURRENT MONTH	YEAR TO DATE	YEAR END FORECAST	EST. SURPLUS(+) DEFICIT(-)
NATIONAL PROGRAMS, OTHER INDIRECT COSTS & CONSOLIDATED SERVICES					
OTHER INDIRECT COSTS					
Public Complaints Committee (PCC)	493.59			494.39	
Enhanced Reporting & Accountability	119.57			118.11	
Legal Advisory Services	171.57			170.34	
Estimated Severance Payout	**1,023.00**			**1,023.00**	
CONSOLIDATED SERVICES					
Shared Services Canada	721.00			726.18	
Accounting Operations	-			-	
TOTAL PER CAPITA COST	2,528.73			2,532.02	

SUMMARY	BUDGET CAP		YEAR END FORECAST	EST. SURPLUS / DEFICIT
PAY	3,573,062		2,978,083	594,979
BENEFITS (RM Pensions, CPP & E.I.)	854,573		697,028	157,545
OPERATING & MAINTENANCE	543,417		578,661	(35,245)
CAPITAL	-		-	-
CREDITS	-		-	-
INDIRECTS	1,102,665		979,972	122,693
Adjustments			-	
TOTAL DIRECT and INDIRECT	6,073,717		5,233,745	839,972
MUNICIPAL COST 90 %	5,466,345		4,710,370	755,975

V/F C CAO

RECEIVED
FEB 2 0 2017
CITY OF PORT ALBERNI

BRITISH COLUMBIA

FEB 1 6 2017

His Worship
Mayor Mike Ruttan
City of Port Alberni
4850 Argyle Street
Port Alberni BC V9Y 1V8

Reference: 262647

Dear Mayor Ruttan: Mike

Re: Emergency Preparedness for Coastal Communities

Thank you for your letter of November 24, 2016, following up on our meeting of last November, and sharing with me your support for Emergency Management BC (EMBC) to facilitate programs that look at solutions to earthquake and tsunami risks for local communities.

I agree that it was a pleasure to come together last November and learn about Japan's experiences with respect to disaster preparedness, and to look at ways we can implement similar strategies in our own communities. As you mention, the discussion we had was both enlightening and informative.

I appreciated reviewing your suggestion to have EMBC partner with local communities to develop earthquake and tsunami risk mitigation strategies, and I am pleased to let you know that EMBC is currently engaging with several partners to address some of the specific points noted in your letter.

For example, with respect to broad use of earthquake early warning technology, you may be aware that the Province is currently exploring the feasibility of developing a comprehensive Earthquake Early Warning (EEW) system in British Columbia. This past fall we issued a Request for expression of Interest (RFEOI), which I have enclosed for your review, and are now reviewing all the submissions that were received to determine the next steps in this process. You may be interested to know that the activation of automated protective measures, such as gas valve shut-offs, are identified as part of the Mission of the EEW RFEOI.

With respect to your suggestion regarding accessing federal funding support for seismic upgrading, EMBC is not currently aware of any seismic-specific initiatives to access federal funding for this purpose. However, we do coordinate B.C.'s submissions to the National Disaster Mitigation Program (NDMP), a federal program that supports infrastructure mitigation related to flooding. We have recommended to the federal government that the NDMP program be broadened to include mitigation activity for all hazards, and we will be sure to take advantage of any future opportunities to expand the NDMP to include seismic upgrading.

.../2

Ministry of Transportation and Infrastructure

Office of the Minister of State for Emergency Preparedness

Mailing Address:
Parliament Buildings
Victoria BC V8V 1X4

ENTERED
J.6

In your letter, you also suggest community-based emergency preparedness. You are likely aware that PreparedBC has developed household and neighbourhood guides and initiatives local authorities can use to engage residents in building local disaster preparedness and resiliency.

For instance, every April, local authorities and residents have the option to take part in High Ground Hike, a community-led event that gives individuals the opportunity to practice tsunami evacuation procedures. You can find more information about this initiative by visiting http://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/preparedbc/know-the-risks/tsunamis/high-ground-hike.

In addition, the Province's Master of Disaster program is an educational program designed to teach grade 6 students about B.C.'s emergency hazards, how to prepare for them and how to share this knowledge with their families and neighbours. More information about this program is available at http://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/preparedbc/master-of-disaster.

You can access all provincial government emergency preparedness resources online by visiting www.gov.bc.ca/PreparedBC.

I hope you find this information helpful. Thank you again for taking the time to write.

Sincerely,

Naomi Yamamoto
Minister of State

Enclosure: Request for Expression of Interest – Earthquake Early Warning and Seismic Monitoring Program

Request for Expression of Interest

Earthquake Early Warning and Seismic Monitoring Program

RFEOI Number: 063CS102044 Issue date: November 1, 2016

Closing Time: Expressions of Interest must be submitted **before Tuesday, December 20, 2016** Pacific Time on: **2pm**

Purpose

- The purpose of this Request for Expression of Interest (RFEOI) is to expand the Province's understanding of which entities have earthquake early warning (EEW) and seismic monitoring expertise (i.e., capability), and to gain an understanding of which of those entities are interested, and have the capacity, to provide goods and/or services that may be required to implement a program aimed at achieving the Province's vision and mission.

Vision

- *Earthquake early warning (EEW):* Improved life-safety through advanced notice of an imminent earthquake so that the citizens of B.C. may take immediate measures to protect themselves and their families, and reduce impacts through the triggering of automated systems to initiate protective measures for structures and critical infrastructure.
- *Seismic monitoring program:* A provincial monitoring, and research and development program that enhances B.C.'s seismic monitoring capability to better understand seismic hazards, underlying geology, risks and resiliency, and generates critical data to better protect property and infrastructure.

Mission

- To explore the feasibility and viability of a seismic monitoring program that leverages existing seismic networks, EEW systems and expertise to provide alerts to the public through all practical emergency alert platforms (such as mobile and SMS devices, internet, television, and radio), provides alerts to trigger automated protective measures in all practical systems (such as close bridges and tunnels, stop trains, shut off gas valves, open fire department garage doors, shut down laser scalpels, and other automated functions), to use valuable seismic information to better inform the immediate emergency response, and analyze post-earthquake event data following an event.
- Information derived from the EEW and seismic monitoring program would be guided by the principles of open-standards to allow research institutions, infrastructure owners and operators, and other specialized users such as value-added service providers to use the data for other value added-applications, services, or analysis.
- The program would be accomplished in cooperation with both public and private partners and other stakeholders drawing on the innovation, expertise and enterprise of the private sector and our world-class academic and research communities.

Goal

- The Province of B.C. intends to explore the establishment of an EEW and seismic monitoring program that would provide warnings to citizens, automated systems of potentially damaging earthquakes, and provide seismic event data to government agencies and other users in an effort to save lives, improve infrastructure health and standards, and improve emergency response and preparedness throughout B.C.

Guiding Principles and Anticipated Program Objectives

It is anticipated that an EEW and seismic monitoring program would be guided by the following overarching principles and objectives:

A. *Public safety and critical infrastructure-oriented* – Provides advance warning and seismic event data to improve public safety and safeguard vital infrastructure
B. *Serve the public interest* – Preserves and secures the program for the purpose of serving the public interest
C. *Collaborative* – Fosters collaboration with all players/agents in the seismic sensor and telemetry arenas, as well as the policy framework for detection, issuing, and dissemination of earthquake early warnings
D. *Financially sustainable* – Operates under clear policies, an appropriate governance model and has a sustained source of funding
E. *Inclusive* – Includes the participation and valuable contributions of the private sector, academic and research communities
F. *Integrated* – Integrates with public safety systems in the B.C. government and the Government of Canada;
G. *Compatibility* – Compatible with a suite of earthquake hazard assessment tools utilized used to analyze post-earthquake event data
H. *Standardized* – Includes standard open data protocols and develops common terminology that promotes collaboration
I. *Interoperable* – The program and its component parts are compatible and interoperable with seismic data systems across Cascadia and other regions with earthquake early warning and seismic monitoring systems/programs
J. *Phasing and Scalable* – The program and its components can be phased, in that it can be established and further densified over time
K. *Accessible* – Shares data with all interested parties
L. *Transparent* – Requires clear public understanding of its workings

Background

Since 2001, the Province has taken significant actions to improve earthquake and catastrophic event preparedness, including either committing or already investing over $17 billion in capital funding and seismic infrastructure upgrades. This includes:

- Over $4 billion in new bridge and large highway infrastructure projects, built to modern day seismic standards;
- $1.2 billion to complete 155 high-risk school seismic projects;
- $2.8 billion in capital projects to seismically upgrade advanced education schools; and,
- $3.9 billion in new construction and upgrades to health care facilities in high risk seismic zones since 2001

The Province's actions, with our federal and local partners, have firmly established B.C. as a national leader in preparedness, within reach of international recognition as one of North America's most prepared jurisdictions. Nevertheless, in light of recent deadly and destructive earthquakes in Japan, Ecuador and Italy, it is recognized that more can be done to further prepare our citizens, businesses, and infrastructure.

Experts predict a 33% chance that an earthquake of significant proportion will occur in B.C. within the next 50 years. Accompanying this threat is the potential for corresponding emergency events such as tsunami, floods and landslides.

The Province is guided by important related findings rendered in reports by B.C.'s Office of the Auditor General, as well as the Province's commissioning of a report by Henry Renteria concerning the province's overall earthquake preparedness and recommendations aimed at improvements that can be made to early warning and public alerting in emergency situations.

These reports are available here:

Catastrophic Earthquake Preparedness – Office of the Auditor General of British Columbia
http://www.bcauditor.com/sites/default/files/publications/2014/report_15/report/OAG%20Catastrophic%20Earthquake_FINAL.pdf

British Columbia Earthquake Preparedness Consultation Report – Henry Renteria
http://www2.gov.bc.ca/assets/gov/public-safety-and-emergency-services/emergency-preparedness-response-recovery/embc/renteria_eq_consultation_report_2014.pdf

Overview

Seismic Monitoring Systems – Multiple Functionalities
Seismic Monitoring Systems can collect and record data useful for early warning of earthquakes that are imminent. EEW systems can provide critical seconds of warning to citizens, businesses and automated systems before the damaging strong shaking arrives. By detecting the first arriving P-waves of a seismic event, EEW systems could provide warning times ranging from a few seconds to tens of seconds, depending on the distance from the epicentre of the earthquake, before the arrival of the damaging S-waves.

The uses for EEW fall into two major categories: warning people to take protective action, and triggering automatic safety and emergency responses (such as manufacturing, pipelines, gas lines, transportation systems, etc.). Such actions would likely reduce damage and casualties during an earthquake and prevent cascading failures following an event (and set the stage for more rapid recovery and reduced impact costs). For example, isolating utilities before shaking starts could reduce the number of resulting fire events.

While P-wave data can be used to alert vulnerable populations of an imminent earthquake, S-wave data has a number of beneficial functions such as enhancing emergency response and public safety. S-wave sensors monitor the structural health and integrity of buildings by facilitating the observation of the effects of daily seismic activity on our physical, structural, geotechnical milieu and providing real-time computer calculations rapidly after an event that can assist recovery efforts by targeting resources to those areas with the greatest damage. S-wave data is also valuable to the scientific community to further improve earthquake hazard assessment, earthquake research and mitigation techniques, and to enhance public education efforts.

Other Related Projects/Initiatives

In addition to the systems described above that are in varying stages of development, efforts are underway by the United States (US) Government through the US Geological Survey (USGS) to develop earthquake early warning and seismic monitoring capability primarily on the west coast of the US.

Any early warning and seismic monitoring program for B.C. would require interoperability with the work being undertaken at the Pacific Northwest Seismic Network as well as work being developed in the State of California and State of Alaska. In addition, the program would ultimately need to be consistent and work in tandem with a number of transformation projects currently underway in the Ministry of Transportation and Infrastructure that would deliver elements of the program contemplated by this RFEOI, such as the Public Alerting Project.

British Columbia – Current State

There are a number of strong motion and seismic sensors, and structural health monitoring systems in the high seismic risk areas of B.C. There are a number of different organizations in the province, including public, institutional and private organizations that are working towards advancing the development of these monitoring systems that employ seismic sensors.

The following systems that are currently in operation include:

B.C. Strong Motion Network and Smart Infrastructure Monitoring System

The objectives of this system are to remotely monitor the health of structures subjected to dynamic loads, seismic forces, and condition changes due to deterioration or impact; and to incorporate geographical information, ground shaking information, and structural performance information in to a decision support system that expedites the process of prioritization, risk assessment, and damage evaluation to assist decision makers with post-earthquake response and recovery options.

Natural Resources Canada (NRCan)

The objective of NRCan's system is to detect earthquake events and gather parametric information of the events such as location and magnitude to inform emergency management agencies and the public about seismic events, inform emergency planning, conduct seismic research, and to inform seismic provisions of the National Building Code of Canada.

Ocean Networks Canada

The objective of ONC's earthquake early warning system is to provide timely detection and effect warning for earthquake events occurring in or near the Cascadia Subduction Zone to reduce the potential impacts of these events. ONC operates the NEPTUNE, Arctic and VENUS observatories that stream live data from instruments at key sites off coastal B.C. via the Internet to interested parties.

University of British Columbia (UBC) Early Warning Network

The object of UBC's earthquake early warning system is to deliver effective warning for earthquake events in order to enhance life safety for British Columbians including students and staff in schools within southwestern B.C.

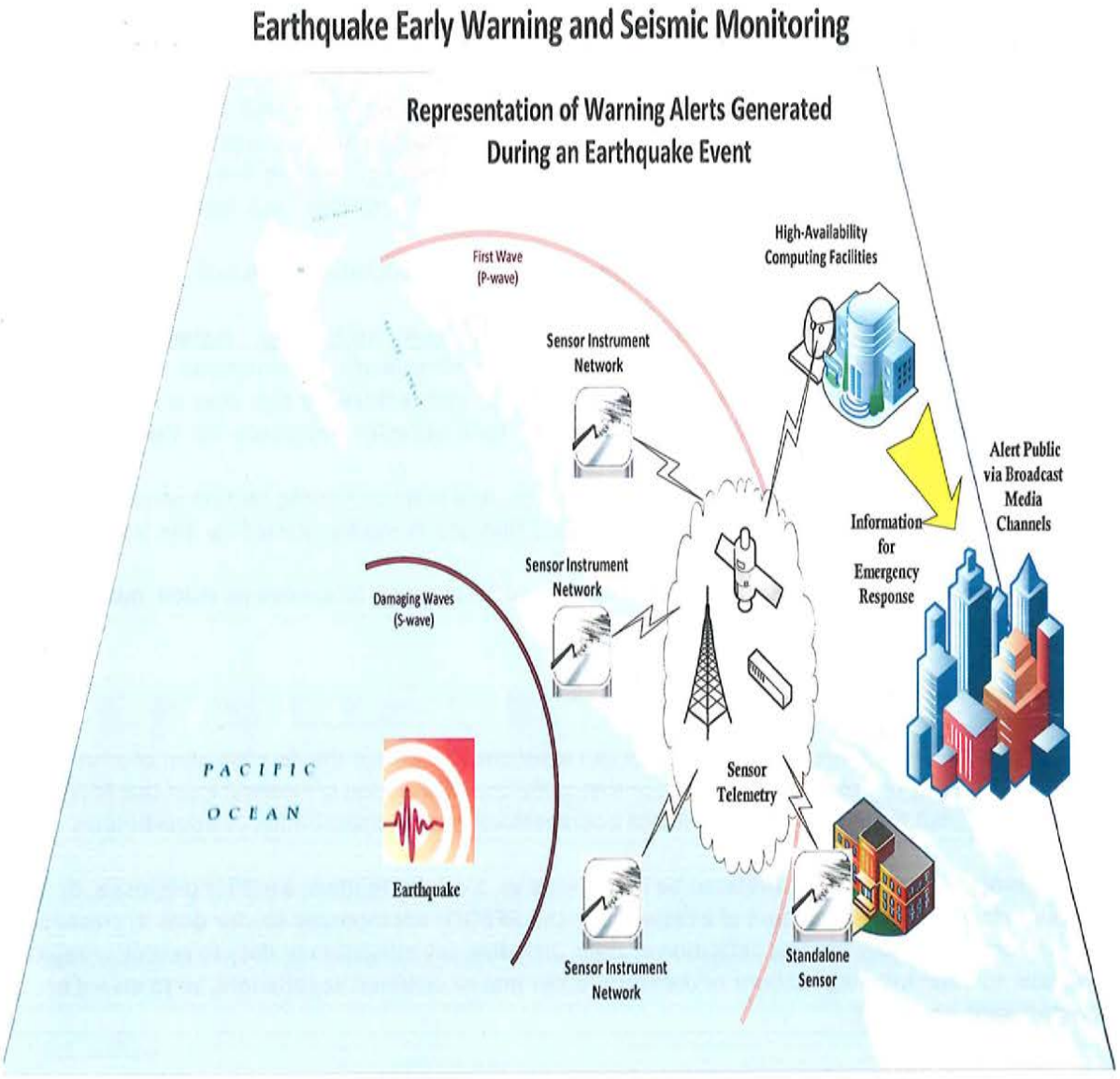
Private Sector

There exist a number of private sector firms that provide planning, development and implementation of seismic monitoring, early warning detection and automated shut down systems for industrial, commercial, institutional and residential application.

British Columbia – Future State Concept

The Province of B.C. is committed to exploring the establishment of an earthquake early warning and seismic monitoring program. To this end, this RFEOI seeks the knowledge and expertise on approaches to establish an earthquake early warning and seismic monitoring program for B.C.

Please refer to the following diagram for an overview of the anticipated scope of the program:



RFEOI Response Recommendations

This RFEOI encourages collaboration and partnership. All Respondents that can contribute (in whole or in part) to achieving the Province's vision and mission are invited to respond to this RFEOI.

Respondents should provide the following information with their response to the RFEOI:

1. **Respondent profile:** a brief description of the Respondent, including corporate and team profile (where applicable), types of goods and/or services offered, length of time in business, and relevant accomplishments;
2. **Respondent contact information:** Respondent contact name and telephone, email and other contact details;

In addition, the Province requests Respondents to propose an approach that incorporates the following proposed components in the potential development of a program (in a full or partial response):

3. **Program:** Innovative approaches to achieving the Province's vision and mission, including, but not limited to: private and public partnership opportunities, infrastructure concepts, program design, program scope, scale opportunities, policies and best practices, funding opportunities (capital expenditures, operational sustainability), high-level estimated timelines, and high-level estimated financial budgets.
4. **Program Governance:** Approaches to Governance models, including structure, reporting, risk management, etc.
5. **Seismic tools, technology, and system:** Examples of tools, technology, systems and other opportunities that may be available to assist in achieving the Province's vision, mission, and goal.
6. **Data processing and consolidation:** Hardware, software, and technology that may be available for processing various outputs of data collected by the local seismic community for the purpose of alerting the public of an 'Earthquake Early Warning'.
7. **Interoperability:** Approaches to align tools, technology, and systems (strong motion sensors, seismic sensors, structural health monitoring systems, etc.) that are currently utilized by the local seismic community.
8. **Other:** Any other relevant opportunities the Province could leverage to achieve its vision, mission, and goal.

RFEOI Administration

This RFEOI is intended to gather information that can assist the Province in the development of a future procurement process, or processes. In the event that sufficient information is received from this RFEOI, the Ministry may, but is not obligated to, initiate a competitive bidding opportunity, or opportunities.

This RFEOI is not intended to constitute, or be interpreted as, a call for tenders, a call for proposals, or as a pre-qualification process. Submission of a response to this RFEOI is not intended to, nor does it, create any contractual or other legally binding obligation or duty, including any obligation or duty to accept or reject information, to enter into negotiations or decline to enter into or continue negotiations, or to award or decline to award a contract.

Participation in this RFEOI and the submission of a response to this RFEOI is not a pre-condition to participation in a subsequent commercial process, if any. If the Province decides, at its sole and absolute discretion, to implement a subsequent commercial process, the Province may invite Respondents who did

not participate in this RFEOI to participate in such subsequent process. If a subsequent competitive process is initiated, the Province is under no obligation to advise any Respondent to this RFEOI. Respondents should monitor the BC Bid website (www.bcbid.ca) for such opportunities.

Once the RFEOI period is closed, the Province reserves the option to invite additional responses from vendors that did not respond for any reason.

RFEOI Process

Interested Respondents should continue to monitor the BC Bid website (www.bcbid.com) for additional information and updates that may become available from time to time.

Process

- The official posting date on BC Bid for the RFEOI is Tuesday, November 1st 2016.
- The Province will hold an in-person/tele-conference with interested parties to provide an overview of the project, its goals and objectives and to answer any questions on Friday, November 18th, 2016. Respondents should monitor the BC Bid website for time and location information.
- The closing date for RFEOI submissions is Tuesday, December 20th 2016 at 2:00pm Pacific Time.
- The Province will provide an opportunity for interested Respondents to provide presentations and/or demonstrations in early January 2017. Respondents should monitor the BC Bid website for time and location information.
- Expressions of Interest submissions should quote BC Bid Number **063CS102044** and should be delivered by hand, regular mail, or electronically through BC Bid, to the following Government Contact, before 2pm Pacific Time on Tuesday, December 20, 2016:

Sean Nacey
Director, Metro Vancouver Major Projects
Ministry of Transportation and Infrastructure
5th Floor – 940 Blanshard Street
PO Box 9850, Stn. Prov. Govt., Victoria, B.C. V8W9T5

BC Bid Electronic Submission: Respondents submitting electronic responses BC Bid should submit their responses in accordance with the BC Bid requirements and e-bidding key requirements (found at www.bcbid.ca). Only pre-authorized electronic bidders registered on the BC Bid system can submit an electronic proposal using the BC Bid system.

The registration process for an e-Bidding Key involves submitting a form in addition to registering online, and normally takes at least two business days to complete. A registration guide is available under Downloadable Guides on the BC Bid homepage:

www.bcbid.gov.bc.ca/custom/BCBidRegistrationGuide20100708.pdf

For assistance, interested Respondents can contact the BC Bid Help Desk at 250-387-7301 or bcbid@gov.bc.ca.

Upon completion of the RFEOI Process, the Province will have a better understanding of:

Which Respondent possess Earthquake Early Warning system and Seismic Monitoring expertise (i.e. Capability); and,

Which entities are interested and have the capacity to provide – in whole or in part – the goods and/or services that may be required to achieve the Province's vision, mission, and goal as expressed herein. If the RFEOI process reveals viable approaches, the Province may proceed with a subsequent procurement for goods and/or services that may be required to achieve the Province's vision, mission, and goal.

RFEOI Schedule

Key Dates:

Task/Activity	Anticipated Dates
Release RFEOI on BCBid	November 1, 2016
Province to hold in-person/tele-conference with Respondents	November 18, 2016
Respondents to submit RFEOI response to Province	December 20, 2016
Respondents to present/demo solutions to the Province in individual sessions	Early January 2017

CITY OF PORT ALBERNI

Office of the Mayor

City Hall
4850 Argyle Street,
Port Alberni, BC V9Y 1V8
Telephone: 250-723-2146 Fax: 250-723-1003
www.portalberni.ca

November 24, 2016

Honourable Naomi Yamamoto, Minister of State for Emergency Preparedness
Room 227, Parliament Buildings
Victoria, BC
V8V 1X4

Via email: EP.minister@gov.bc.ca

Dear Honourable Minister:

RE: Emergency Preparedness for Coastal Communities

It was wonderful to speak with you at the recent Disaster Reduction Roundtable for Enhancing Resilience, held at the University of British Columbia. The presentations from the Japanese disaster reduction experts were very enlightening and I sincerely thank you and your Ministry for jointly organizing this event.

Without question, the various sessions provided me with a deeper understanding of the earthquake and tsunami risks that Port Alberni and all coastal communities in British Columbia face, as well as better sense of some solutions to those risks that have been proven effective in Japan.

It is clear to me that because many coastal communities face the same or similar risks, it would be prudent for those communities to work together in developing strategies and actions to mitigate those risks. Under your leadership, I see a significant opportunity for Emergency Management BC to support the success of local communities in this regard.

I would like to request your consideration of facilitating coastal communities in developing solutions to earthquake and tsunami risks, including but not limited to:

- Broad use of earthquake early warning technology
- Natural gas auto shut offs at every residence and commercial meter
- Accessing Federal funding support for seismic upgrading
- Community-based emergency preparedness

I strongly believe that coastal communities up and down the coast of B.C. recognize the need to increase our resilience and would partner and support such an endeavor with a shared sense of urgency and responsibility.

Thank you for your consideration of this request and I look forward to speaking with you again soon.

Yours truly,
CITY OF PORT ALBERNI

ORIGINAL SIGNED BY

Mike Ruttan
Mayor

Feb 7/2017

RECEIVED
FEB 10 2017
CITY OF PORT ALBERNI

Dear City of Port Alberni

Im fairly new here to Port Alberni and Vancouver Island. I moved down here to retire from northern BC - from Smithers.

Im writing to "complain" about how unprepared you people down here are at removing the snow quickly from your streets and sidewalks. Its completely awful service. You say theres not enough money in your budget. Hog wash to you. Something is definitely wrong how you handle and distribute the money we tax-papers give you. You should not have to raise taxes at all

Why dont you learn from other towns who do have better ways than you for snow removal

Yours truly
Eric Hockaday
Port Alberni

Im not political so I wont come to your city hall meetings

ENTERED
J.T

The Office of the
Ombudsperson
B.C.'s Independent Voice For Fairness

Complaints/Enquiries:
1-800-567-3247
(250) 387-5855
Fax: (250) 387-0198

947 Fort Street
PO Box 9039 Stn Prov Govt
Victoria BC V8W 9A5
www.bcombudsperson.ca

RECEIVED
FEB 0 6 2017
CITY OF PORT ALBERNI

February 2, 2017
File: 16-149978

His Worship Mike Ruttan
Mayor
City of Port Alberni
4850 Argyle St.
PORT ALBERNI BC V9Y 1V8

Dear Mayor Ruttan:

Enclosed is a copy of correspondence sent to Ms. Davina Hartwell, City Clerk that summarizes the outcome of our investigation into a complaint concerning the City of Port Alberni.

Yours sincerely,

Jay Chalke
Ombudsperson
Province of British Columbia

Enclosure

ENTERED
J. C

Closing Summary

Authority: CITY OF PORT ALBERNI

File Number: 16-149978 /001

Closing Date: 02-Feb-2017

Closing Status: *Closed; Investigation; Ceased (discretion) (s.13); Complaint settled under s.14 (s.13(i)); No findings*

A woman contacted our Office with a complaint about the City of Port Alberni. The woman told us that she was concerned about the recent sale of a City owned lot that was being used as a park, and its potential development as a seniors' facility.

We investigated whether the City followed a fair and reasonable procedure in relation to the sale of the lot.

In response to our investigation, the City clarified that the lot was not formally designated as a park, and accordingly that the provisions in section 27 of the Community Charter requiring approval of the electors, did not apply. Prior to selling the lot, it appeared that the City held two in camera meetings pursuant to section 90(1)(e) of the Community Charter at which a prospective buyer requested to purchase the lot. We explained to the City that in order to rely on section 90(1)(e) of the Community Charter to hold an in camera meeting, Council must determine whether disclosure by discussion of the matter in an open meeting would be harmful to the local government. Council must then adopt a resolution in an open meeting to deal with the matter in the absence of the public. In the facts at hand, it appeared that Council passed a resolution in an open meeting to deal with the matter of the proposed sale of the lot in camera. However, Council did not formally resolve that holding the discussion in public could reasonably be expected to harm the interests of the municipality, as it was required to do. In response to our investigation, the City committed to ensuring that when Council holds a closed meeting pursuant to section 90(1)(e) of the Community Charter that it will first make an express determination (by resolution) that such discussion would be harmful, and then adopt a resolution to deal with the matter in the absence of the public.

With respect to the sale of the lot, after holding these two in camera meetings, Council announced its intention to dispose of the land following the statutory notice period. It appeared that the City published Notice of Property Disposition via two newspaper ads in the Alberni Valley News. It also appeared that the Notice included a description of the land; identified the buyer who was to acquire the property under the proposed disposition; the term of the proposed disposition; and the consideration to be received by the City for the disposition. Accordingly, it appeared that the City provided notice of the proposed property disposition in accordance with the statutory requirements set out in section 26 of the Community Charter.

Based on the information available, it appeared that the City acted in accordance with the legislation in terms of providing notice of the proposed disposition. As a result of the City's actions, in committing to ensure that when Council holds a closed meeting pursuant to section 90(1)(e) of the Community Charter that it will first make an express determination (by resolution) that such discussion would be harmful, and then adopt a resolution to deal with the matter in the absence of the public, we considered the woman's complaint to be settled and closed our file in accordance with section 13(i) of the Ombudsperson Act.

From: Elizabeth Murphy <emurphy@inclusionbc.org>
Sent: Friday, February 17, 2017 4:28 PM
To: Mike Ruttan
Subject: Help Celebrate Canada 150 Inclusively

inclusionBC

His Worship Mayor Mike Ruttan

4850 Argyle Street, Port Alberni
Port Alberni, BC
V9Y 1V8

Dear Mayor Ruttan:

This year Inclusion BC will present the first ever Disability Pride celebration and parade in British Columbia as part of Canada 150+. Disability crosses every demographic so on June 15th, 2017, thousands will gather to celebrate the pride we have for Canadian citizens of all abilities. Self-advocacy and family groups, youth, multi-cultural and community living organizations, the Chief Commissioner of the Canadian Human Rights Commission, Ministry of Canadian Heritage and various social movements will gather at Richmond, BC's City Hall and parade the streets moving to a location where we will host a huge pancake breakfast.

While we are excited to take it to the streets and celebrate the disability identity as part of sesquicentennial celebrations, our pride celebration is aspiring to be truly inclusive, self-determined by people with intellectual disabilities and their families, and a model of connectedness and belonging so, our celebrations are twofold. Throughout 2017 we will be giving grants to individuals, families, and community organizations to participate in existing celebrations, parades and marches in their own communities around the province. These grants will provide opportunities for people historically not included to become civically and socially engaged outside of our movement.

We are proud to lead the country in advancing a new culture of pride, strength and freedom for people with intellectual disabilities in Canada. We welcome Port Alberni to be part of the celebrations.

In order to make the community granting dollars needed, we are asking every municipality in the province to make a contribution of $1,000. Be an Inclusive Communities Partner with a contribution of $1,000 and get included on our geo map at https://www.disabilitypride.ca/ and have your local events featured. Your support will help build communities where we all belong and celebrate Canadians of all abilities throughout this anniversary year.

Sincerely,

Faith Bodnar

Faith Bodnar
Executive Director | Inclusion BC

227 6th Street | New Westminster BC | V3L 3A5 P 604 777 9100 F 604 777 9394 E info@inclusionbc.org www.inclusionbc.org

ENTERED

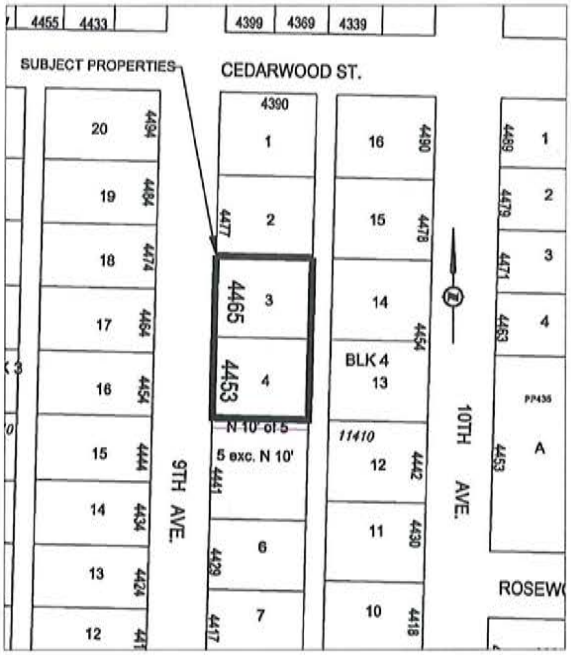
CITY OF PORT ALBERNI
PUBLIC NOTICE

DISPOSITION OF CITY PROPERTY
9TH AVENUE

The general public is hereby given notice, in accordance with Sections 26 and 94 of the *Community Charter* that the City of Port Alberni intends to sell Lots 3 and 4, Block 4, District Lot 1, Alberni District Plan VIP11410 (4453 and 4465 9th Ave) to Karen Poirier for the price of $61,500 for each lot plus taxes.

For further information please contact the City Clerk's Department at City Hall during regular business hours (8:30 am to 4:30 pm, Monday to Friday).

Davina Hartwell, City Clerk
City of Port Alberni
Phone: 720-2810
E-mail: davina_hartwell@portalberni.bc.ca



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