

CITY OF PORT ALBERNI - MEETING SCHEDULE

MONDAY, JULY 25, 2016

3:30 pm	Special In-Camera Meeting <i>@ Committee Room</i>	CLOSED TO PUBLIC
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7:00 pm	Regular Council Meeting <i>@ Council Chambers</i>	OPEN MEETING
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DATES TO NOTE

Thurs. Aug 4 4:30 pm	Food Security and Climate Disruption Committee <i>@ Committee Room</i>	OPEN MEETING
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Mon. Aug 8 7:00 pm	Regular Council Meeting <i>@ Council Chambers</i>	OPEN MEETING
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A G E N D A

REGULAR MEETING OF COUNCIL

**MONDAY, JULY 25, 2016 AT 7:00 PM
IN THE CITY HALL COUNCIL CHAMBERS**

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

PRESENT:

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

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

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

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

B. ADOPTION OF MINUTES - Page 12

1. Special Meeting held at 1:00 pm on June 27, 2016, Special Meeting held at 2:15 pm, 3:00 pm and Regular Council Meeting held at 7:00 pm on July 11, 2016.

C. PUBLIC INPUT PERIOD

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

D. DELEGATIONS

E. UNFINISHED BUSINESS

Includes items carried forward from previous Council meetings.

**1. Lease of 5201 and 5231 Argyle Street - Uchucklesaht Capital Assets Inc.
- Page 26**

That Council for the City of Port Alberni authorize the Mayor and Clerk to enter into a lease with Uchucklesaht Capital Assets Inc. for 5201 and 5231 Argyle Street for a parking lot and public park for 33 years commencing September 1, 2016 at the current rent of \$1.00 per year.

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 July 25, 2016 be received and the cheques numbered _____ to _____ inclusive, in payment of accounts totalling \$_____, be approved.

**2. City Clerk - Alberni Harbour Quay, Unit #10, Homestead Cookhouse –
Assignment of Lease - Page 42**

That Council for the City of Port Alberni authorize the Mayor and Clerk to enter into a lease for Unit #10 at the Alberni Harbour Quay with "Homestead Cookhouse" (John Mercer and Joan Thurston) for a five year term commencing July 1, 2016 at the current monthly rent of \$311.27 per month plus taxes.

3. City Clerk – Twin City Brewing - Lounge Endorsement - Page 47

Report dated July 18, 2016 that Council for the City of Port Alberni regarding a Brewery Lounge Endorsement for Twin City Brewing Company Ltd.

That Council for the City of Port Alberni support the issuance of a Brewery Lounge Endorsement for Twin City Brewing Company Ltd. operating at 4503 Margaret Street and endorse the comments as provided in the report from the City Clerk dated July 18, 2016.

4. City Engineer – Coal Creek Tender Award - Page 58

Report dated July 15, 2016 from the City Engineer requesting Council to award the tender for the construction of the Coal Creek Sanitary and Drainage Sewer Upgrade project that has been planned for construction in 2016.

That the report from the City Engineer dated July 15, 2016 be received and Council for the City of Port Alberni award the tender for the Coal Creek Sanitary and Drainage Sewer Upgrade contract to the low bidder IWC Excavation Ltd. for \$251,882.96 plus G.S.T, from funds provided in the 2016-2020 Five Year Financial Plan.

6. Current Status Report - Page 62

That the Current Status Report be received.

7. Managers' Monthly Reports

Providing information about current departmental operations.

RCMP Department - Page 68

That the quarterly report from the RCMP providing information about current departmental operations, be received.

Economic Development - Page 72

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.

1. "Building Bylaw, Amendment No. 1, Bylaw No. 4915"

That "Building Bylaw, Amendment No. 1, Bylaw No. 4915", be now finally adopted, signed by the Mayor and Clerk, sealed with the corporate seal and numbered 4915.

2. Deputy Director of Finance - Page 73

Report dated July 21, 2016 from the Deputy Director of Finance regarding Council's request for a comparison on rates paid for water by average homes in Beaver Creek and the City of Port Alberni.

That the report from the Deputy Director of Finance dated July 21, 2016, be received.

"Waterworks Bylaw, Amendment No. 8 Rate Changes, Bylaw No. 4916"

That "Waterworks Bylaw, Amendment No. 8 Rate Changes, Bylaw No. 4916", be now finally adopted, signed by the Mayor and Clerk, sealed with the corporate seal and numbered 4916.

"Sewer Connection and Regulation Bylaw, Amendment No. 10 (Sewer Rates and Septage Dump Fee) 2016, Bylaw No. 4917"

That "Sewer Connection and Regulation Bylaw, Amendment No. 10 (Sewer Rates and Septage Dump Fee) 2016, Bylaw No. 4917", be now finally adopted, signed by the Mayor and Clerk, sealed with the corporate seal and numbered 4917.

3. City Planning Technician - Official Community Plan and Zoning Bylaw Amendments - Page 74

Report dated July 15, 2016 from the Planning Technician requesting Council consider the final adoption of "Official Community Plan Amendment No. 21 (4815 Argyle Street - Patterson), Bylaw No. 4912" and "Zoning Bylaw Map Amendment No. 16 (4815 Argyle Street - Patterson), Bylaw No. 4913" and "Zoning Bylaw Text Amendment No. T10 (Site Specific - RM3 High Density Multiple Family Residential), Bylaw No. 4914".

That the report dated July 15, 2016 from the City Planning Technician, be received.

"Official Community Plan Amendment No. 21 (4815 Argyle Street - Patterson), Bylaw No. 4912"

That "Official Community Plan Amendment No. 21 (4815 Argyle Street - Patterson), Bylaw No. 4912", be now finally adopted, signed by the Mayor and Clerk, sealed with the corporate seal and numbered 4912.

"Zoning Bylaw Map Amendment No. 16 (4815 Argyle Street - Patterson), Bylaw No. 4913"

That "Zoning Bylaw Map Amendment No. 16 (4815 Argyle Street - Patterson), Bylaw No. 4913", be now finally adopted, signed by the Mayor and Clerk, sealed with the corporate seal and numbered 4913.

"Zoning Bylaw Text Amendment No. T10 (Site Specific - RM3 High Density Multiple Family Residential), Bylaw No. 4914"

That "Zoning Bylaw Text Amendment No. T10 (Site Specific - RM3 High Density Multiple Family Residential), Bylaw No. 4914", be now finally adopted, signed by the Mayor and Clerk, sealed with the corporate seal and numbered 4914.

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. Unifor-UFAWU - Page 76

Copy of a letter dated July 6, 2016 from Unifor and a letter dated July 12, 2016 from Nuuchahnulth Tribal Council to Fisheries and Oceans Canada concerned about a proposal from the groundfish trawl industry which would lead to additional processing of hake at sea.

That the copy of a letter dated July 6, 2016 from Unifor and letter dated July 12, 2016 from Nuuchahnulth Tribal Council to Fisheries and Oceans Canada concerned about a proposal from the groundfish trawl industry, be received and Council for City of Port Alberni provide a letter to Fisheries and Ocean Canada opposing the 10 year pilot program for processing hake at sea.

2. Office of the Seniors Advocate, British Columbia - Page 79

Letter dated July 15, 2016 asking for all Municipal Governments in BC to consider increased safety initiatives for senior pedestrians, including lowering speed limits in appropriate areas.

That the letter dated July 15, 2016 requesting Municipal Governments in BC to consider increased safety initiatives for senior pedestrians, be received and referred to the Advisory Traffic Committee.

3. Rotary Club of Port Alberni Arrowsmith - Page 80

Letter dated July 16, 2016 requesting a donation of several art pieces for their upcoming Wine Festival on September 24, 2016.

That the letter dated July 16, 2016 from the Arrowsmith Rotary Club requesting Council donate art pieces from the former Clocktower Gallery for the silent auction at the upcoming Wine Festival, be received and the request endorsed.

4. Roland Smith - Page 82

Letter dated July 20, 2016 requesting further detail regarding management team costs prior to changes made within the City.

That the letter dated July 20, 2016 from Roland Smith requesting further detail regarding management team costs prior to changes made with the City, be received and referred to the Chief Administrative Officer to provide additional information.

*** Recess ***

I. PROCLAMATIONS

1. Cerebral Palsy Association of BC - Page 84

E-mail dated July 19, 2016 requesting that October 5, 2016 be proclaimed as "World Cerebral Palsy Day".

That the e-mail dated July 19, 2016 from the Cerebral Palsy Association of BC requesting that October 5, 2016 be proclaimed as "World Cerebral Palsy Day" in Port Alberni, be received and the day proclaimed as requested.

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. David Suzuki Foundation - Page 86

Letter dated July 5, 2016 providing a copy of their report: *Charting Coastal Currents: Canada's Pacific communities talk climate, culture, oceans and the future (in the 'Reading File')*.

2. Smart Fueling - Page 87

Letter dated July 6, 2016 from representatives of three of Canada's leading industry associations providing information on their Smart Fueling initiative. *(pamphlet in the 'Reading File')*.

3. Alberni Valley Chamber of Commerce - Page 88

Letter dated July 7, 2016 announcing their successful grant application to Canada 150 for the Tri-Conic Challenge event in 2017.

4. Nora Lande and Sandor Nadudvary - Page 90

Letter dated July 10, 2016 expressing their interest in constructing a small living structure in their yard for rent. (Note: City Planner has been directed by Council to provide a report on secondary suite provisions of zoning bylaw including provisions for tiny houses/carriage houses).

5. Advisory Traffic Committee Meeting - Page 92

The minutes of the April 20, 2016 meeting.

6. Marilyn Hickey - Page 99

Letter dated July 4, 2016 expressing concern with the tone of recent Council Meetings.

7. Association of Vancouver Island Coastal Communities (AVICC) - Page 100

Copy of a letter to Transport Canada dated July 13, 2016 seeking a response to an AVICC resolution that the Government of Canada approve and release \$7.5 Million of federal funding for The Island Corridor Foundation's Capital Works.

8. Ombudsperson - Page 104

Report received July 15, 2016 providing a copy of Files Closed from April 1 to June 30, 2016.

9. Union of British Columbia Municipalities (UBCM) - Page 106

Letter dated July 19, 2016 requesting support from Council for Gaming Funds available to Non-Profit Community Organizations, Call for Poverty Reduction Plan for British Columbia and Federal Marijuana Tax Fund for the 2016 UBCM Convention.

10. Air Quality Council Meeting - Page 112

The minutes of the June 16, 2016 meeting.

11. Ministry of Transportation and Infrastructure - Bike BC Funding - Page 118

Letter dated July 20, 2016 regarding funding to expand and build cycling lanes, trails and paths for cyclists and pedestrians throughout British Columbia. (Note: \$50,875 received by Port Alberni for bike route improvements).

That Informational Correspondence items numbered 1 through 11 be received and filed.

K. REPORT FROM IN-CAMERA

L. COUNCIL REPORTS

1. Mayor's Report

That the Mayor's verbal report be received.

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

That the Regional District verbal report be received.

3. Councillors' Reports

That the Councillors' verbal reports be received.

M. NEW BUSINESS

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

N. QUESTION PERIOD

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

O. ADJOURNMENT

That the meeting adjourn at pm.

**MINUTES OF THE SPECIAL MEETING OF COUNCIL
FOR THE PURPOSE OF ESTABLISHING AN IN-CAMERA MEETING
MONDAY, JUNE 27, 2016 AT 1:00 PM
IN THE CITY HALL COMMITTEE ROOM**

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

LATE: Councillor McLeman (1:05 p.m.)
Councillor Alemany (1:09 p.m.)

STAFF: Davina Hartwell, City Clerk

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)(c) labour relations or other employee relations

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

CARRIED

CERTIFIED CORRECT

Mayor Mike Ruttan



Davina Hartwell, City Clerk

**MINUTES OF THE SPECIAL MEETING OF COUNCIL
FOR THE PURPOSE OF ESTABLISHING AN IN-CAMERA MEETING
MONDAY, JULY 11, 2016 AT 2:15 PM
IN THE CITY HALL COMMITTEE ROOM**

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

STAFF: Tim Pley, Acting City Manager/Fire Chief
Davina Hartwell, City Clerk

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.

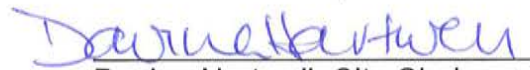
Section 90(1)(c) labour relations or other employee relations

**Section 90(1)(k) negotiations and related discussions respecting
the proposed provision of a municipal service that
are at their preliminary stages**

CARRIED

CERTIFIED CORRECT

Mayor Mike Ruttan



Davina Hartwell, City Clerk

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**MINUTES OF THE SPECIAL MEETING OF COUNCIL
HELD MONDAY, JULY 11, 2016 AT 3:00 PM
IN THE CITY HALL COUNCIL CHAMBERS**

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

A. CALL TO ORDER AND APPROVAL OF AGENDA

It was moved and seconded:

That the agenda be approved as presented.

CARRIED

B. DELEGATIONS

1. Tom Robinson, Associated Engineering – Wastewater Treatment Upgrade

Tom Robinson provided information regarding the City's ongoing upgrade to the wastewater treatment facility. Mr. Robinson outlined the progress with respect to the City's creation of a Liquid Waste Management Plan and the specific components of the treatment facility upgrade.

In response to questions from Council, Mr. Robinson explained some of the unique conditions within the Somass Harbour and the initial plans for the location and depth of the wastewater discharge to protect human health and salmon from any adverse effects. It was also noted that the final effluent will be disinfected using ultraviolet (UV) to reduce the potential for human contact with pathogens.

Mr. Robinson concluded by providing a summary of the capital cost estimates and noted the approximate \$11 million in additional funding required.

It was moved and seconded:

That the report from the Major Capital Projects Advisor dated June 13, 2016 providing information on sewage treatment upgrades and the Liquid Waste Management Plan, be received.

CARRIED

C. ADJOURNMENT

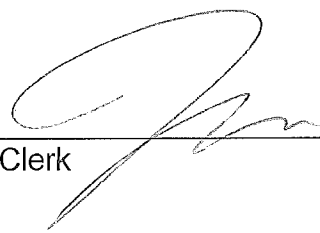
It was moved and seconded:

That the meeting adjourn at 4:25 p.m.

CARRIED

CERTIFIED CORRECT

Mayor



Clerk

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**MINUTES OF REGULAR MEETING OF COUNCIL
MONDAY, JULY 11, 2016 AT 7:00 PM
IN THE CITY HALL COUNCIL CHAMBERS**

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

A. CALL TO ORDER AND APPROVAL OF AGENDA

It was moved and seconded:

That the agenda be approved as circulated.

CARRIED

B. ADOPTION OF MINUTES

It was moved and seconded:

That the minutes of the Regular Council Meeting held at 7:00 pm, on June 27, 2016 be adopted.

CARRIED

C. PUBLIC INPUT PERIOD

Joanne Silver representing Alberni Community and Women's Services Society addressed Council regarding their request for funding to produce an educational video regarding victims of crime.

D. DELEGATIONS

1. Introduction of new Officer in Charge of the RCMP Detachment.

The Acting City Manager introduced Inspector Brian Hunter, new Officer in Charge of the Port Alberni RCMP Detachment.

E. UNFINISHED BUSINESS

1. Infrastructure Strategic Renewal Plan

The City Engineer provided a verbal report regarding Council's request for development of an Infrastructure Strategic Renewal Plan. The Engineer will compile relevant information for review.

2. Acting City Manager – Organization and Compensation Review Costs

It was moved and seconded:

That the report from the Acting City Manager dated July 8, 2016 providing a summary of costs from the Organization and Compensation Review and implementation, be received.

CARRIED

3. Response to Questions from June 27, 2016 Regular Council Meeting

The Mayor provided a response to questions asked at the June 27, 2016 regular meeting related to negotiation of exempt staff salaries and benefits.

F. STAFF REPORTS

1. Accounts

It was moved and seconded

That the certification of the Director of Finance dated July 11, 2016 be received and the cheques numbered 135571 to 135695 inclusive, in payment of accounts totalling \$16,389,908.13, be approved.

CARRIED

2. Presentation of the Annual Report

It was moved and seconded:

That Council for the City of Port Alberni endorse the Annual Report for the year ended December 31, 2015 as presented.

CARRIED

3. Director of Finance - 2015 Comprehensive Annual Financial Report

It was moved and seconded:

That the Comprehensive Annual Financial Report for the year ending December 31, 2015, be received.

CARRIED

4. Director of Finance – Private Managed Forest Land

It was moved and seconded:

That the report dated July 4, 2016 from the Director of Finance regarding Managed Forest Lands and Farm Lands, be received and Council for City of Port Alberni consider any reductions in the Managed Forest Lands Class as part of the 2017 financial plan process.

CARRIED

5. Deputy City Clerk/Communications Coordinator – City Hall Elevator-Enabling Accessibility Grant Application

It was moved and seconded:

That the report from the Deputy City Clerk/Communications Coordinator dated July 5, 2016, be received and Council for the City of Port Alberni confirm the City's commitment (approximately \$100,000) from the Land Sale Reserve Fund for the installation of an elevator at City Hall, contingent on a successful application to the Enabling Accessibility Fund.

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

G. BYLAWS

1. City Clerk - Public Hearing Report - June 27, 2016

It was moved and seconded:

That the report of the Public Hearing held June 27, 2016 regarding Bylaws #4911, #4912, #4913 and #4914, be received.

CARRIED

2. City Planner - "Zoning Bylaw Map Amendment No. 15 (6031 River Road - Shaw), Bylaw No. 4911"

It was moved and seconded:

That "Zoning Bylaw Map Amendment No. 15 (6031 River Road - Shaw), Bylaw No. 4911", be now finally adopted, signed by the Mayor and Clerk, sealed with the corporate seal and numbered 4911.

CARRIED

3. City Planner – Perimeter Drains

It was moved and seconded:

That the report from the City Planner dated July 6, 2016, be received.

CARRIED

It was moved and seconded:

That "Building Bylaw, Amendment No. 1, Bylaw No. 4915", be now introduced and read a first time.

CARRIED

It was moved and seconded:

That "Building Bylaw, Amendment No.1, Bylaw No. 4915", be read a second time.

CARRIED

It was moved and seconded:

That "Building Bylaw, Amendment No.1, Bylaw No. 4915", be read a third time.

CARRIED

4. City Engineer – Water and Sewer Rate Proposal

It was moved and seconded:

That the report from the City Engineer dated July 6, 2016 be received.

CARRIED

"Waterworks Bylaw, Amendment No. 8 Rate Changes, Bylaw No. 4916"

It was moved and seconded:

That "Waterworks Bylaw, Amendment No. 8 Rate Changes, Bylaw No. 4916", be now introduced and read a first time.

CARRIED

It was moved and seconded:

That "Waterworks Bylaw, Amendment No. 8 Rate Changes, Bylaw No. 4916", be read a second time.

CARRIED

It was moved and seconded:

That "Waterworks Bylaw, Amendment No. 8 Rate Changes, Bylaw No. 4916", be read a third time.

CARRIED

**"Sewer Connection and Regulation Bylaw, Amendment No. 10
(Sewer Rates and Septage Dump Fee) 2016, Bylaw No. 4917"**

It was moved and seconded:

***That "Sewer Connection and Regulation Bylaw, Amendment No. 10
(Sewer Rates and Septage Dump Fee) 2016, Bylaw No. 4917", be now
introduced and read a first time.***

CARRIED

It was moved and seconded:

***That "Sewer Connection and Regulation Bylaw, Amendment No. 10
(Sewer Rates and Septage Dump Fee) 2016, Bylaw No. 4917", be read
a second time.***

CARRIED

It was moved and seconded:

***That "Sewer Connection and Regulation Bylaw, Amendment No. 10
(Sewer Rates and Septage Dump Fee) 2016, Bylaw No. 4917", be read
a third time.***

CARRIED

H. CORRESPONDENCE FOR ACTION

1. Alberni Community and Women's Services Society

It was moved and seconded:

***That the letter dated June 28, 2016 requesting funding of at least
\$5,000 to produce an Educational Public Video regarding victims of
crime, be received.***

CARRIED

I. PROCLAMATIONS

NIL

J. INFORMATIONAL CORRESPONDENCE

- 1. Alberni Valley Heritage Commission**
Minutes from December 2, 2015, January 6, 2015, February 3, 2015, March 2, 2015, April 6, 2016, and May 4, 2016 meetings.
- 2. Canadian Federation of Independent Business**
E-mail dated June 22, 2016 sharing the results of their Property Tax Gap Report regarding municipal business tax.
- 3. Corporation of the City of New Westminster**
Letter dated June 24, 2016 requesting support of their resolution submitted to the Union of British Columbia Municipalities regarding tenant evictions through renovations.
- 4. Maritime Heritage Society**
Letter dated June 27, 2016 thanking the City for providing the necessary equipment and staff for volunteering their time to help prepare the foundations necessary for building a shelter at their Harbour Road facility.
- 5. Alberni Pride**
Information regarding the Alberni Pride Annual BBQ on July 23, 2016 at Williamson Park.
- 6. Island Corridor Foundation**
Letter dated July 4, 2016 advising the first Local Government Liaison Committee Meeting will be held on July 22, 2016 in Nanaimo.
- 7. BC Transit**
Letter dated June 29, 2016 providing the BC Transit Annual Performance Summaries.

It was moved and seconded:

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

CARRIED

K. REPORT FROM IN-CAMERA

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 NIL

N. QUESTION PERIOD

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

O. ADJOURNMENT

It was moved and seconded:

That the meeting adjourn at 8:36 pm.

CARRIED

CERTIFIED CORRECT

Mayor

Dawn Heston
Clerk

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CITY OF PORT ALBERNI LEASE AGREEMENT

This Lease is made pursuant to the Land Transfer Form Act

LANDLORD: **CITY OF PORT ALBERNI,**
4850 Argyle Street
Port Alberni, BC
V9Y 1V8

TENANT: **UCHUCKLESAHT CAPITAL ASSETS INC.**
C/o Scott Coulson, CAO
PO Box 1118
Port Alberni, BC
V9Y 7I9

Lease of Land

1. The Landlord leases to the Tenant the following property, ("the Lands):

Lot A, Block 104, District Lot 1, Alberni District, Plan VIP197D (DD 375781) of Lots 9, 10, 11 and 12 (Easterly 72') and Block 104, District Lot 1, Alberni District, Plan VIP197D Westerly 53' of Lots 9, 10, 11 and 12 of Block 104, Plan 197D (5201 and 5231 Argyle Street) outlined in bold on Schedule 'A' attached to and forming part of this agreement.

Term

2. The term of this Lease is for a period of thirty three (33) years, commencing on September 1, 2016 and terminating on September 1, 2049, subject to earlier termination pursuant to the terms of this Lease.

If the Tenant is not in default, the Tenant may renew this lease for a further thirty three (33) years, provided that this option must be exercised at least one month before the end of the term by notice in writing to the Landlord.

Rent

3. The rent is \$1.00 per year, the receipt of which is hereby acknowledged.

Tenant's Covenants

4. The Tenant covenants and agrees as follows:
 - (a) To use the Lands only for the purposes of a parking lot and public park (including public markets and events);
 - (b) To make improvements to the Lands substantially as shown on Schedule 'B' attached to and forming part of this agreement;
 - (c) The improvements noted in paragraph 4 (b) shall be completed by October 31, 2016;

- (d) Not to make or erect in, on or to the Land any buildings, structures, improvements, extensions, installations, alterations or additions, or alter the existing state of the Land in any way, without obtaining the Landlord's prior written consent and in obtaining such consent to provide the Landlord with all plans and specifications relating to any such alterations, as requested by the Landlord;
- (e) To pay all costs of any utility service to the Land;
- (f) Not to cause, maintain or permit anything that may be or become a nuisance or annoyance on the Land to the owners or occupiers of adjoining lands or to the public, including the unsightly accumulation of rubbish or unused personal property;
- (g) To pay annual taxes owing on the Land. The City of Port Alberni will provide a permissive tax exemption for the portion of the Land not being used for parking as shown on Schedule C;
- (h) To carry on and conduct its activities in, on and from the Land in compliance with any and all statutes, enactments, bylaws, regulations and orders from time to time in force and to obtain the required approvals and permits thereunder and not to do or omit to do anything upon or from the Land in contravention thereof;
- (i) Not to erect any sign on the Land without the prior written consent of the Landlord; and
- (j) To promptly discharge any builders' lien which may be filed against the title to the Land relating to any improvements, work or construction which it undertakes on the Land and to comply at all times with the *Builders Lien Act* (British Columbia) in respect of any improvements, work or construction undertaken on the Land.

Acknowledgment and Agreements of the Tenant

5. The Tenant acknowledges and agrees that:

- (a) The Landlord has given no representations or warranties with respect to the Land, including, without limitation, with respect to the suitability of the Land for the Tenant's intended use for, or development of, the Land;
- (b) The Tenant leases the Land on an as is basis and the Landlord has not made any representations, warranties or agreements as to the environmental condition of the Land; and
- (c) It is the sole responsibility of the Tenant to satisfy itself with respect to the environmental conditions on and of the Land, including, without limitation, by conducting any reports, tests, investigations, studies, audits and other inquiries as the Tenant, in its sole discretion, considers necessary in order to satisfy itself as to the environmental condition of the Land.

Routine Repair and Maintenance

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

Damage and Destruction

7. If any improvements on or to the Land are destroyed or damaged by any cause so that in the opinion of the Landlord the Land is no longer reasonably fit for use by the Tenant for the purposes set out in this Lease for any period of time in excess of 10 days, then the Landlord may, exercising its sole discretion:
 - (a) Require the Tenant to repair the damage in which case the Tenant must repair the damages to the satisfaction of the Landlord using the insurance proceeds payable in respect of the damaged improvements under the insurance policy required by section 8(b); or
 - (b) Terminate this Lease in accordance with section 31.

Insurance

8. The Tenant must, at its sole expense, obtain and maintain during the Term:
 - (a) Comprehensive general liability insurance providing coverage for death, bodily injury, property loss and damage, and all other losses, arising out of or in connection with the use of the Land in an amount of not less than five million dollars (\$5,000,000.00) per occurrence; and
 - (b) All risk insurance, for replacement cost, on all improvements on or to the Land, and all of the Tenant's fixtures and personal property on the Land, in such an amount as may be reasonably required by the Landlord.
9. All policies of insurance required to be taken out by the Tenant must be with companies satisfactory to the Landlord and must:
 - (a) Name the Landlord as an additional named insured;
 - (b) Include that the Landlord is protected notwithstanding any act, neglect or misrepresentation by the Tenant which might otherwise result in the avoidance of a claim and that such policies are not affected or invalidated by any act, omission or negligence of any third party which is not within the knowledge or control of the insured's;

- (c) Be issued by an insurance company entitled to carry on the business of insurance under the laws of British Columbia;
 - (d) Be primary and non-contributing with respect to any policies carried by the Landlord and that any coverage carried by the Landlord is in excess coverage;
 - (e) Not be cancelled without the insurer providing the Landlord with thirty (30) clear day's written notice stating when such cancellation is to be effective;
 - (f) Be maintained for a period of twelve (12) months per occurrence;
 - (g) Not include a deductible greater than \$5,000.00 per occurrence;
 - (h) Include a cross liability clause; and
 - (i) Be on other terms acceptable to the Landlord, acting reasonably.
10. The Tenant must obtain all required insurance at its sole expense and must provide the Landlord with certificates of insurance confirming the placement and maintenance of the insurance, promptly after a request to do so by the Landlord.
 11. If the Tenant fails to insure as required, the Landlord may, after five (5) days' notice to the Tenant, effect the insurance in the name and at the expense of the Tenant and the Tenant must promptly repay the Landlord all costs reasonably incurred by the Landlord in doing so, and such costs shall be additional to the Rent for the Land, and may be collected by the Landlord as Rent.
 12. For clarity, the Landlord has no obligation to insure the Land during the Term nor any obligation to repair any improvements on or to the Land.

Quiet Possession

13. The Landlord covenants and agrees with the Tenant to permit the Tenant, so long as the Tenant is not in default of the Tenant's obligations under this Lease, to peaceably possess and enjoy the Land for the Term, without interference or disturbance from the Landlord or those claiming by, from or under the Landlord.

Environmental Matters

14. In this Lease:
 - (a) "Contaminants" means any explosives, radioactive materials, asbestos materials, urea formaldehyde, chlorobiphenyles, hydrocarbon contaminants, underground tanks, pollutants, contaminants, hazardous, corrosive substances, toxic substances, special waste, or any other substance the storage, manufacture, disposal, treatment, generation, use, transport, remediation or release into the environment of which is prohibited, controlled, regulated or licensed under Environmental Laws; and

- (b) "Environmental Laws" means any and all statutes, laws, regulations, orders, bylaws, permits and other lawful requirements of any federal, provincial, municipal or other governmental authority having jurisdiction over the Land now or hereafter in force with respect in any way to the environment or health, or occupational health and safety, including all applicable guidelines and standards with respect to the foregoing as adopted by any of those governmental authorities from time to time.
- 15. The Tenant is prohibited to, at any time during the Term:
 - (a) Use, exercise, or carry on or permit or suffer to be used, exercised or carried on, in or upon the Land, or any part, any dangerous, noxious, noisome, odorous or offensive activity, or keep, use, handle or dispose of any goods or things which are objectionable, or by which any of the Land, or any part, may be damaged or injuriously affected, or
 - (b) Use or permit to be used the Land or any part thereof for the storage, manufacture, disposal, treatment, generation, use, transport, remediation, release into the environment of, or any other dealing with, any Contaminants, and without limiting the generality of the foregoing, the Tenant must take all reasonable measures to ensure that any effluent or other substance discharged, spilled, emitted, released or permitted to escape, seep or leak into any ditches, culverts, drains or sewers on or adjacent to the Land does not contain any Contaminants or any other substances harmful to any fish or animal habitat, sewage disposal works or to the bacteriological process of sewage purification.
- 16. The Tenant must promptly and strictly comply with and conform to the requirements of all Environmental Laws at any time or from time to time in force, together with any requirement of insurers, regarding the proper and lawful storage, manufacture, disposal, treatment, generation, use, transport, remediation, release into the environment of, or other dealing with, Contaminants on, in under or from the Land.
- 17. The Tenant must provide the Landlord promptly on request with such written authorizations as the Landlord may require from time to time to make inquiries at any governmental authority regarding the Tenant's compliance with Environmental Laws.
- 18. Without derogating from the prohibitions in section 15, the Tenant must promptly notify the Landlord in writing of:
 - (a) The existence of any Contaminants in, on or under the Land or any part thereof;
 - (b) The existence of any Contaminants, or any occurrence or condition, on the Land which could subject the Tenant, the Landlord or the Land to any fines, penalties, orders or proceedings under Environmental Laws;
 - (c) Any enforcement, order, investigation, litigation or other governmental, regulatory, judicial or administrative action instituted, contemplated or threatened against the Tenant or the Land pursuant to Environmental Laws; and

- (d) All claims, actions, orders or investigations, made or threatened by any third party against the Tenant or the Land relating to damage, contribution, cost recovery, compensation, loss or injuries resulting from any Contaminants brought onto or created on the Land by the Tenant or its employees, agents, contractors, subtenants, licensees or invitees or arising from the use or occupation of the Land hereunder or the exercise of the Tenant's rights hereunder, or any breach of any Environmental Laws arising from any of the foregoing.
- 19. Without derogating from the prohibitions in section 15, the Tenant must, promptly at its own cost and at the Landlord's request from time to time, remove any and all Contaminants from the Land and remediate any contamination of the Land or any other lands, resulting from the Contaminants brought onto or created on the Land by the Tenant or its employees, agents, contractors, subtenants, Tenants, licensees, invitees, Tenants, caretakers or volunteers or arising from the use or occupation of the Land under this Lease or the exercise of the Tenants' rights under this Lease, all in accordance with Environmental Laws. On termination of this Lease, the Tenant must leave the Land free from any and all Contaminants brought onto or created on the Land by the Tenant or its employees, agents, contractors, subtenants, Tenants, licensees, invitees, Tenants, caretakers or volunteers or resulting from the use or occupation of the Land hereunder or the exercise of the Tenant's rights hereunder.
- 20. Despite the prohibitions in section 15, if the Tenant brings or creates upon the Land any Contaminants then, notwithstanding any rule of law to the contrary, such Contaminants are and remain the sole and exclusive property of the Tenant and do not become the property of the Landlord, notwithstanding the degree of affixation of the Contaminants or the goods containing the Contaminants to the Land and notwithstanding the expiry or earlier termination of this Lease. This section supersedes any other provision of this Lease to the contrary.
- 21. Notwithstanding sections 15 through 22 and section 24 of this Lease, the Landlord must indemnify and save harmless the Tenant and its directors, officers, employees, agents, caretakers and volunteers from any and all liabilities, actions, damages, claims, losses, costs and expenses (including without limitation, the full amount of all legal fees, costs, charges and expenses and the costs of removal, treatment, storage and disposal of Contaminants and remediation of the Land) which may be paid by, incurred by or asserted against the Tenant or its directors, officers, employees, agents, caretakers or volunteers for, with respect to or as a direct or indirect result of the presence of Contaminants on the Land on or before the execution date of this Lease.

Indemnity

- 22. The Tenant must indemnify and save harmless the Landlord and its elected and appointed officials, officers, employees, agents, successors and assigns, from any and all liabilities, actions, damages, claims, losses, costs and expenses whatsoever (including without limitation, the full amount of all legal fees, costs, charges and expenses whatsoever) in any way directly or indirectly, arising from the occupation, activities or actions of the Tenant of, on or carried out on the Land or anything done or not done or maintained by the Tenant.

23. Without limiting the generality of section 23, the Tenant must indemnify and save harmless the Landlord and its elected and appointed officials, officers, employees, agents, successors and assigns, from any and all liabilities, actions, damages, claims, losses, costs and expenses whatsoever (including without limitation, the full amount of all legal fees, cost, charges and expenses and the costs of removal, treatment, storage and disposal of Contaminants and remediation of the Land) which may be paid by, incurred by or asserted against the Landlord or its elected and appointed officials, officers, employees, agents, successors and assigns for, with respect to or as a direct or indirect result of the presence of any Contaminants on, in or under or the escape, seepage, leakage, spillage, discharge, emission or other release of any Contaminants from any part of the Land, except for Contaminants on the Land before the execution date of this Lease.

Survival of Indemnities

24. The obligations of the Tenant under sections 23 and 24 and of the Landlord under section 22 survive the expiry or earlier termination of this Lease.

Permission to Enter

25. Despite any provisions of this Lease, the Landlord or its authorized representative may enter upon the Land at all reasonable times for the purposes of inspection of the Land and any improvements on or to the Land.

Improvements at Termination

26. On termination of this lease, the Tenant shall, at its expense and if the Landlord requires, remove all improvements and fixtures installed by the Tenant on the Land.
27. If the Tenant fails to leave the Land in a condition required by this Lease, the Landlord may do so on behalf of the Tenant and all such costs and expenses incurred by the Landlord shall be a debt owing by the Tenant to the Landlord and the Tenant must, on demand, compensate the Landlord for all such costs and expenses incurred by the Landlord.

Remedies Cumulative

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

No Assignment or Sublease

29. The Tenant must not assign the Tenant's interest in this Lease or sublet the Land in whole or in part, nor may the Tenant charge, mortgage or encumber or purport to charge, mortgage or encumber the Tenant's interest in the Land or this Lease.

Termination Due to Default

30. If and whenever
- (a) The Term or any of the goods or chattels on the Land are at any time seized or taken in execution or attachment by any creditor of the Tenant or under bill of sale or chattel mortgage;
 - (b) A writ of execution issues against the goods and chattels of the Tenant;
 - (c) The Tenant makes any assignment for the benefit of creditors or becomes insolvent or bankrupt;
 - (d) Proceedings are begun to wind up the Tenant;
 - (e) The Tenant is in default in the payment of the taxes under this Lease and the default continues for thirty (30) days after written notice by the Landlord to the Tenant;
 - (f) Any improvements on or to the Land are destroyed or damaged by any cause so that in the opinion of the Landlord the Land is no longer reasonably fit for use by the Tenant for the purposes set out in this Lease for any period of time in excess of 10 days;
 - (g) The Tenant does not fully observe, perform and keep each and every term, covenant, agreement, stipulation, obligation, condition and provision of this Lease to be observed, performed and kept by the Tenant, and persists in such default for thirty (30) days after written notice by the Landlord; or
 - (h) The Tenant vacates or abandons the Land or uses or permits or suffers the use of the Land for any purpose other than the purposes permitted by this Lease, and such default persists for thirty (30) days after written notice by the Landlord,

Then the Landlord may, at its option, terminate this Lease and the Term then becomes immediately forfeited and void and the Tenant must immediately cease all use and occupation of the Land and must vacate and deliver up possession of the Land and the Landlord may without notice or any form of legal process and without any adherence to public law duties or procedural fairness or the principles of natural justice, forthwith re-enter the Land and repossess and enjoy the same.

Distress

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

No Joint Venture

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

Interpretation

33. Reference in this Lease to:
- (a) The singular includes a reference to the plural, feminine, or body corporate or politic where the context requires, and a reference to the plural includes a reference to the singular, unless the context requires otherwise;
 - (b) A particular numbered article or section, or lettered appendix is a reference to the correspondingly numbered article or section, or lettered appendix, of this Lease;
 - (c) An "enactment" is a reference to an enactment as that term is defined in the *Interpretation Act* on the reference date of this Lease;
 - (d) Any enactment is a reference to that enactment as amended, revised, consolidated or replaced; and
 - (e) A party is a reference to a party to this Lease.

Notices

34. Where any notice, request, direction or other communication must be given or made by a party under the Lease, it must be in writing and is effective if delivered in person, sent by registered mail addressed to the party for whom it is intended at the address set forth above in the Lease or sent by facsimile to the Landlord at facsimile number (250) 723-1003 or to the Tenant at facsimile number (250) 724-1806, as the case may be, provided that any notice to the Landlord must be to the attention of the City Clerk. Any notice, request, direction or other communication is deemed to have been given if delivered in person, when delivered; by registered mail, when the postal receipt is acknowledged by the other party; and, by facsimile, when transmitted. The address or facsimile number of a party may be changed by notice in the manner set out in this section.

No Effect on Laws or Powers

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

Severance

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

No Public Law Duty

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

Binding on Successors

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

Law of British Columbia

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

Whole Agreement

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

Waiver or Non-action

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

Reference

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

Time of the Essence

44. Time is of the essence of this Lease.

Execution

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

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

Signed on behalf of the Uchucklesaht Capital Assets Inc.:

Mayor

Authorized Signatory

Clerk

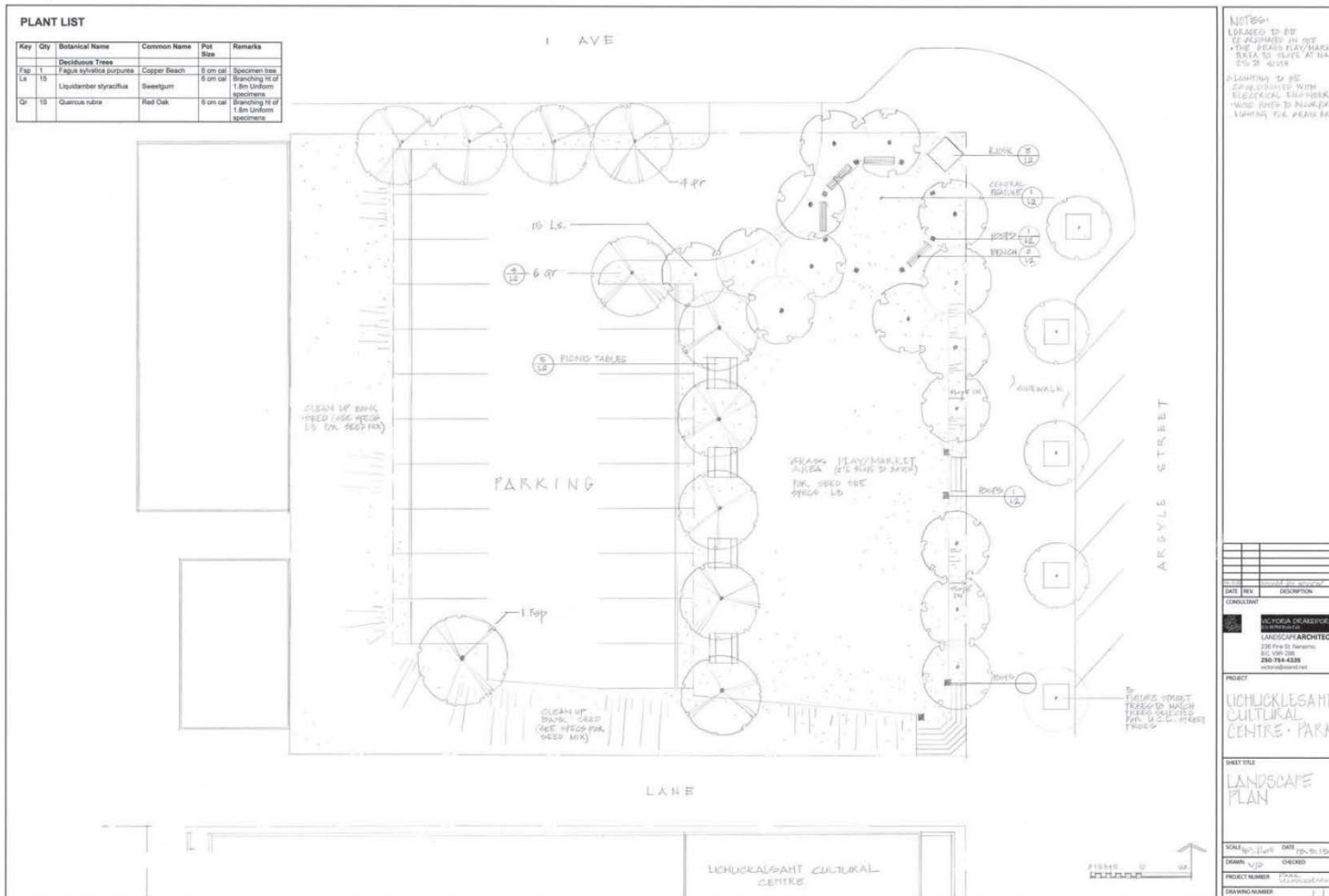
Authorized Signatory

Date

Date

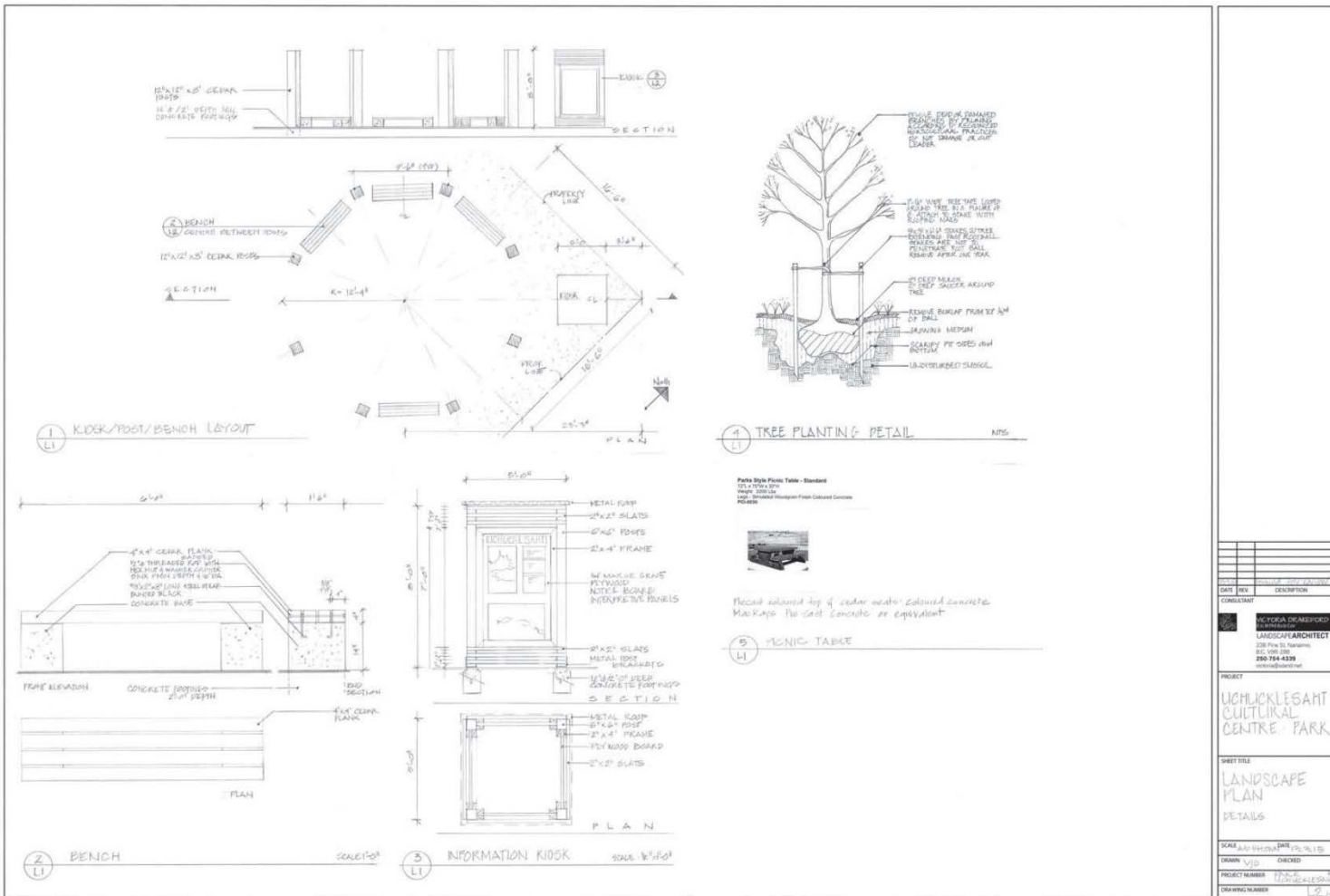
END OF DOCUMENT
(Plans attached as Schedule A, B and C hereto)

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Schedule B to Lease Agreement
- Uchucklesaht Capital Assets Inc. -

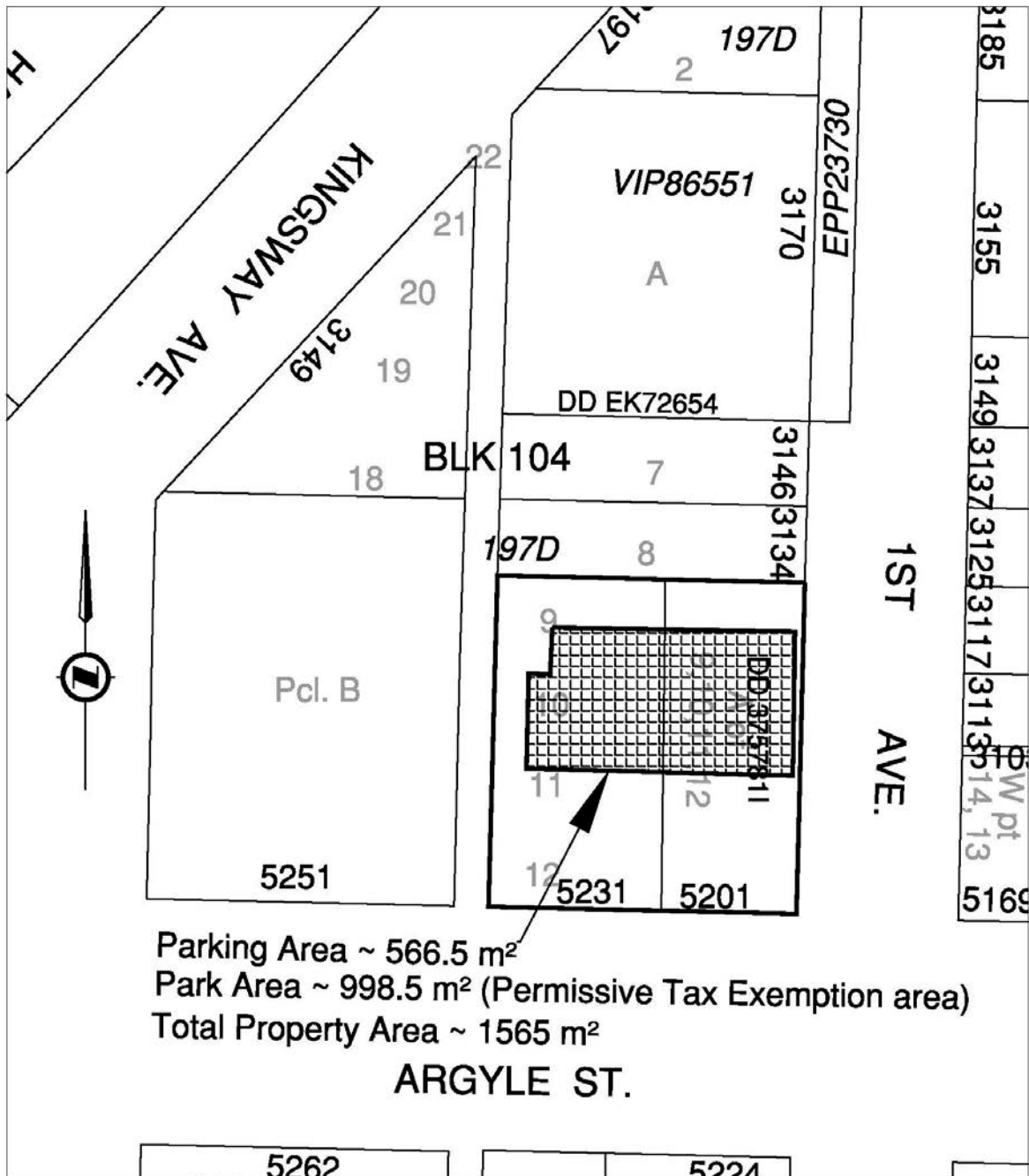
Cont'd - Schedule B to Lease Agreement
- Uchucklesaht Capital Assets Inc. -



40

DATE	REV	REASON FOR THIS REVISION	DESCRIPTION
CONSULTANT			
 ACTORIA DESIGN FORD LANDSCAPE ARCHITECT 238 Pine St. Toronto, ONT. M5H 2E6 416-593-4339 www.actoriadesign.com			
PROJECT			
UICHOCKLESANT CULTURAL CENTRE - PARK			
SHEET TITLE			
LANDSCAPE PLAN SPECIFICATIONS			
SCALE	1/4" = 1'-0"	DATE	09-20-10
DRAWN	JWP		
PROJECT NUMBER	P-14-01 (1 of 1) (1 of 1)		
DRAWING NUMBER	L-10-01 (1 of 1)		

SCHEDULE C



Lease Area - Parking Portion

I:\Engineering\Planning\Admin-PL\LandItems\Agreements\Leases\Uchucklesaht\lease\Uchucklesaht-5251\Area\LeaseMap.dwg, 6/6/2016 10:31:08 AM

This lease is made pursuant to the Land Transfer Form Act

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

TENANT: John Mercer / Joan Thurston
Homestead Cookhouse
2851 – 2nd Avenue
Port Alberni, BC V9Y 1Z4

1.0 GRANT:

1.1 The Landlord leases to the tenant the following property, ("the premises"):

Unit #10 - 5440 Argyle Street
Port Alberni, BC

2.0 TERM:

2.1 The term of this lease is:

Beginning Date: July 1, 2016
End Date: June 30, 2021

2.2 If the Tenant is not in default, the tenant may renew this lease for a further sixty (60) months, provided that this option to renew must not be exercised prior to 12 months before the end of the term, and if exercised must be exercised at least 6 months before the end of the term by notice in writing to the Landlord.

3.0 RENT:

3.1 The rent is \$311.27 per month, plus applicable tax, (\$16.10 per square foot per year), payable in advance on the first day of each and every month of the term. (It is understood that the rent includes an amount for taxes, the payment of which shall be made by the City, from this rental amount).

3.2 The rent shall increase on January 1st of each year at a rate equal to the percentage increase in the B.C. Consumer Price Index for all items for the twelve (12) month period running to October 1st of the preceding year.

4.0 PERMITTED USES:

- 4.1 The Tenant may use the premises only for the purpose of establishing a year round take out restaurant.

5.0 TENANT'S COVENANTS:

The Tenant covenants as follows:

- 5.1 To pay rent.
- 5.2 To use the premises only for the purposes set forth in paragraph 4.1.
- 5.3 To pay all water, electrical, gas, security alarm, telephone and other rates and charges imposed for services and utilities in respect of the premises.
- 5.4 To observe and comply with all laws, statutes, regulations, by-laws, rules and orders relating to the premises and the use or occupation thereof.
- 5.5 To indemnify and save harmless the Landlord from and against all claims and losses arising out of or in connection with any activities of the tenant, its servants, agents, contractors, or invitees.
- 5.6 The Tenant shall obtain and maintain for the Term, at its sole expense, comprehensive general liability insurance providing coverage for death, bodily injury, property loss and damage arising out of the Tenant's use and occupation of the Premises, in the amount of not less than \$2,000,000 per occurrence, all inclusive; and

Each insurance policy shall:

- (a) name the Landlord as an additional insured;
- (b) be issued by an insurance company entitled under provincial law to carry on business in British Columbia;
- (c) state that the policy;
- (i) applies to each insured in the same manner and to the same extent as if a separate policy of insurance had been issued to each insured; and,
- (ii) cannot be cancelled, lapsed or materially changed without thirty (30) days written notice to the Landlord;
- (d) be maintained for a period ending twelve months after this Lease is terminated;

- (e) not include any deductible amount greater than \$5,000.00 per occurrence; and
 - (f) be on other terms acceptable to the Landlord, acting reasonably.
- 5.7 To obtain the Landlord's approval of, and to keep up, any exterior signs, fences, furnishings and leasehold improvements.
 - 5.8 To leave the premises in good repair.
 - 5.9 Not to assign, sublet or part with possession of the premises, or any part thereof, without leave.
 - 5.10 Not to register this lease in the Land Titles Office.
 - 5.11 To repair.
 - 5.12 Not to carry on any activity, that may be deemed a nuisance, on the premises.
 - 5.13 Not to allow any liens to be filed against the premises. If any improvement as defined in the Builders Lien Act is made to the premises, the Tenant shall post and maintain notices in accordance with that Act.
 - 5.14 To lawfully dispose of all waste and debris created by the Tenant on the premises in a manner satisfactory to the Landlord; to keep the premises free of flammable and/or explosive material; to have on the premises at all times fire extinguisher/s as advised are necessary by the Landlord; and to immediately notify the Landlord of any fire damage or other damage or hazards in the vicinity of the premises.

6.0 LANDLORD'S COVENANTS:

The Landlord covenants:

- 6.1 For quiet enjoyment.

7.0 RE-ENTRY:

- 7.1 Proviso for re-entry by the Landlord on non-payment of rent or non-performance of covenants.

8.0 TENANT'S BANKRUPTCY:

- 8.1 If the Tenant becomes bankrupt, this lease shall be terminated immediately.

9.0 TERMINATION:

- 9.1 Despite the term of this lease, it may be terminated by either party upon thirty (30) days written notice to the other party of its intention to terminate.
- 9.2 On the termination of this lease, the Tenant shall, at his expense and if the Landlord requires, remove all fixtures and improvements installed by the Tenant on the premises.
- 9.3 In case the premises, or any part thereof, is damaged by fire or tempest so as to render it unfit for the Tenant's use, the said term shall immediately come to an end.

10.0 HOLDING OVER:

- 10.1 If the Tenant continues to occupy the premises after the end date of the term and the Landlord accepts rent, then the tenancy created shall be deemed to be on a month-to-month basis and the Tenant shall continue to comply with all other terms and conditions of this agreement.

11.0 NOTICES:

- 11.1 All notices shall be in writing and are deemed duly given if delivered by hand or facsimile or mailed by registered mail postage prepaid addressed to the party concerned at the addresses set out in this lease or to another address a party may designate in writing. Any notice is deemed given and received, if delivered by hand or by facsimile, on the day delivered, and if mailed, when it should have been received in the ordinary course of post.

12.0 ENUREMENT:

- 12.1 This lease enures to the benefit of and is binding on the respective successors and permitted assignees of the parties.

13.0 INTERPRETATION:

- 13.1 The singular includes the plural and vice versa; the masculine includes the feminine and vice versa. The headings are inserted for convenience of reference only and do not affect the construction or interpretation of this lease.

14.0 INTEREST CHARGES:

- 14.1 The Tenant shall pay the Landlord interest at a rate of 2% monthly on any overdue rent or amounts payable under this lease.

15.0 OTHER TERMS:

15.1 The Tenant and his staff shall park only in areas approved or designated by the Landlord.

IN WITNESS WHEREOF the parties herein have signed this lease as of the effective date.

CITY OF PORT ALBERNI

TENANT

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

Mayor

(Tenant's Name – PRINT)

Clerk

(Tenant's Signature)

(Tenant's Name – PRINT)

(Tenant's Signature)

Witness Signature

J:\Clerks\Agreements & Leases\ALBERNI_HARBOUR_QUAY\Current Leases\AHQ #10_Homestead Cookhouse_2016_tf.doc



CITY OF PORT ALBERNI

CITY CLERK'S DEPARTMENT REPORT TO COUNCIL

TO: Tim Pley, CAO
FROM: Davina Hartwell, City Clerk
COPIES TO: Mayor and Council
DATE: July 18, 2016

SUBJECT: Twin City Brewing Company Brewery Lounge Endorsement

Twin City Brewing Company Ltd. has applied to the Liquor Control and Licensing Branch (LCLB) for a Brewery Lounge Endorsement for their establishment location at 4503 Margaret Street. The LCLB has completed their initial review of the application and are requesting Council to consider the application and provide the Branch with a resolution including comments and a recommendation with respect to the licence application. Council may also "opt out" of the process and advise the Branch if that is the case.

Regulatory criteria the City must consider and comment on:

- a) Location of the lounge
- b) Proximity of the lounge to other social or recreational facilities and public buildings
- c) Person capacity and hours of liquor service of the lounge
- d) Impact of noise on the community in the immediate vicinity of the lounge
- e) Impact on the community if the application is approved
- f) Views of the residents if the operation of the lounge may affect nearby residents

With regards to the above criteria, the following comments are provided:

a) Location

The area around 4503 Margaret Street is predominantly commercial and light industrial use. The only residential development in the general area is the Victoria Quay Condo building.

b) Proximity to other Social/Recreational Facilities and Public Buildings

The site is close to the Blue Marlin Inn which provides restaurant facilities as well as music and entertainment. There are several other established restaurants within reasonable proximity.

c) Person Capacity and Hours of Liquor Service

The person capacity of the proposed interior Lounge is 44 with hours of liquor service proposed of 11:00 a.m. to 11:00 p.m. Monday through Sunday.

d) Impact of Noise on the Community

Noise is not expected to be an issue due to the commercial/light industrial nature of the surrounding area. As well, the Lounge will not be a source of loud music and the lounge area itself will be completely indoors.

e) Impact on the Community

The Lounge is intended to provide a comfortable and social gathering place to enjoy local hand crafted beer. It will be the only facility of its kind in the community and is intended to attract young to middle-aged professionals and potentially tourists visiting the community. As such, it will enhance the area and positively impact the community.

f) View of Residents

The applicant Aaron Colyn dba Twin City Brewing Company applied to Council to amend the Zoning Bylaw to add "Microbrewery" to the list of Permitted Uses in the C3 Service Commercial zone to facilitate the operation of a Microbrewery at 4503 Margaret Street with the intention to brew craft beer for sale on-site and operate a tasting lounge.

A full public hearing was held on Monday, June 22nd, 2015 to hear representation relative to the proposed amendment and the Bylaw was subsequently adopted by Council on July 22nd, 2015.

Because of the public process already undertaken to hear the views of the public on the re-zoning, the City did not undertake further advertising upon receipt of this application to gather the views of the residents.

A copy of the public hearing report and the Zoning Amendment Bylaw #4873 will be provided to the LCLB.

Recommendation

Staff recommends the following resolution:

That Council for the City of Port Alberni support the issuance of a Brewery Lounge Endorsement for Twin City Brewing Company Ltd. operating at 4503 Margaret Street and endorse the comments as provided in the report from the City Clerk dated July 18, 2016.

Respectfully submitted

Davina Hartwell

Davina Hartwell

City Clerk

J:\Clerks\Liquor Licence Applications\Twin City Brewing\Report To Council_July 18.doc



June 7, 2016

Job #28521736-2

via email: davina.hartwell@portalberni.ca

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

Dear Davina Hartwell:

Re: Application Summary for Brewery Lounge Endorsement
Applicant: Twin City Brewing Company Ltd.
Brewery Licence: in progress job #28521736-2
Proposed Establishment Location: 4503 Margaret Street, Port Alberni
Proposed Establishment Name: Twin City Brewing Company

The Applicant, Twin City Brewing Company Ltd., has applied to the Liquor Control and Licensing Branch (the Branch) for a Brewery Lounge Endorsement to be located at the above-noted address. The Branch has completed the initial review of the application to determine Applicant suitability and eligibility of the establishment type for licensing.

Having determined Applicant eligibility, we are now proceeding to the Site and Community Assessment (SCA) stage which is the stage for local government input.

The City of Port Alberni (Council) is requested to consider the application and provide the Branch with a resolution which includes comments and recommendation with respect to the licence application. To assist with Council's assessment of the application, the Branch has prepared a summary report (enclosed) for review and consideration by Council. The summary report is based on information provided by the Applicant and by Branch staff.

Council has 90 days to either provide comments, in the form of a Council resolution, to the General Manager of the Branch, or to advise that they wish to "opt out" of the process. Additional time over the 90 days can be approved by the Branch if the request is received in writing prior to the end of the 90 day period.

If 'opting out' written confirmation of such, signed by a senior city official, is sufficient and the Branch will then move forward with the application process.

Liquor Control and
Licensing Branch

Mailing Address:
PO Box 9292 Stn Prov Govt
Victoria BC V8W 9J8
Telephone: 250 952-5787
Facsimile: 250 952-7066

Location:
4th Floor, 3350 Douglas Street
Victoria, BC
<http://www.pssg.gov.bc.ca/lclb>

If providing comment, upon receipt of the Council Resolution, the Branch will review the Resolution to determine if all the regulatory criteria have been met in accordance with section 10 of the Liquor Control and Licensing Regulation and, if recommended by local government, assess whether the granting of the Lounge Endorsement to the Brewery licence (if approved) would be contrary to the public interest.

Should you gather the views of local residents and businesses as part of your consideration, please be reminded that the Applicant cannot gather the views themselves. As part of your process, the gathering of the views must be administered by the local government.

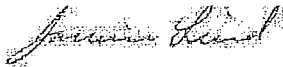
Following the rendering of a decision by the General Manager as to whether to grant Site and Community Approval, the Applicant and the local government will be advised in writing.

Once granted SCA, the application proceeds to the building assessment stage of the process, where floor plans are reviewed and if approved in principle, the Applicant may proceed with construction/renovation of the establishment, followed by the final stages of the licence endorsement process (once the brewery licence has received final approval).

Further details of the liquor licensing application process can be found in the "Role of Local Government and First Nations in the Provincial Liquor Licensing Process" guidelines, available on the branch website at <http://www.pssg.gov.bc.ca/lclb/docs-forms/PSSG-LocalGovt-Fst-Nation.pdf>.

If you have any questions regarding this application please contact me at 250 952-5767 or janine.lind@gov.bc.ca.

Sincerely,



Senior Licensing Analyst

Enclosure

copy: Greg McCammon, Liquor Inspector
Aaron Colyn, Twin City Brewing Company Ltd.



APPLICATION SUMMARY

For Applicant and Local Government/First Nation

Brewery Lounge Endorsement

Date: June 3, 2016

Job #28521736-2

Created by: Janine Lind
Senior Licensing Analyst

Re: Application for Brewery Lounge Endorsement
Brewery Name: Twin City Brewing Company (Brewery Licence in progress)
Applicant Name: Twin City Brewing Company Ltd.
Location: 4503 Margaret Street, Port Alberni

1. APPLICATION INFORMATION

Date Application deemed complete: May 31, 2016

Local Government or First Nation Jurisdiction: City of Port Alberni

The primary business focus of the proposed Lounge: Food and Beverage

Person Capacity/Occupant Load Requested (person capacity is patrons plus staff):

Person 01 = 44 persons (interior lounge)

Liquor Service Hours Requested:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
11:00 AM	11:00 AM	11:00 AM	11:00 AM	11:00 AM	11:00 AM	11:00 AM
11:00 PM	11:00 PM	11:00 PM	11:00 PM	11:00 PM	11:00 PM	11:00 PM

Statutory Prohibitions to Consider: none identified

Terms and Conditions Requested: none

The Lounge Endorsement, if approved, allows a licensed brewery to sell and serve their products by the glass (or other single serving) in a designated interior lounge and/or patio area on the manufacturing site. In a manufacturer lounge, sale and service may also include any kind of liquor for consumption on site, provided the cost of products other than the manufacturer's own product does not exceed 20% of the total cost of products for sale in in any given quarter. Food and non-alcoholic beverages must be available at reasonable prices to customers during all hours of liquor service. Hours of service and capacity are subject to local government consideration and comment. Minors are permitted when accompanied by a parent or guardian.

2. APPLICATION SUITABILITY INFORMATION (Fit and Proper)

Applicant has met the eligibility and suitability requirements for this type of endorsement as stated in the *Liquor Control and Licensing Act*.

3. LOCATION/SITE FACTORS

The legal description of the site is: PID 009-269-762, Parcel A (DD 40347N) of Lot 6, Block 5, DL 1, Alberni District, PI 197. The proposed brewery lounge is an interior area overlapping the on-site store.

The following sections are compiled from information provided by the applicant except where indicated otherwise.

The Applicant's "Letter of Intent" (attached) provides information relative to the categories noted below. The information or statements included in the letter of intent have not been confirmed unless otherwise stated in this report.

- a) Purpose
- b) Target Market
- c) Composition of the Neighborhood
- d) Site factors
- e) Benefits to the Community
- f) Impact of Noise on the Surrounding Community
- g) Other impacts on the Surrounding Community

Community Indicators

Contravention Statistics

- The Liquor Control and Licensing Branch can provide contravention statistics for liquor primary and liquor primary club establishments within your area upon request.

POPULATION AND SOCIO-ECONOMIC INFORMATION :

- Circle population statistics for 2006 are available from BC Stats by emailing your request to BC.Stats@gov.bc.ca
- BC Stats Community Facts includes the BC Benefits recipient and EI Beneficiary statistics and is available at:
<http://www.bcstats.gov.bc.ca/data/dd/facsheet/facsheet.asp>
- Statistics Canada Population breakdown by categories is available at:
<http://www12.statcan.ca/census-recensement/2006/dp-pd/prof/92-591/index.cfm?Lang=E>

4. PUBLIC INTEREST

In providing the resolution on the proposed Brewery Lounge application, Local Government must consider and comment on each of the regulatory criteria indicated below.

The written comments must be provided to the general manager by way of a resolution within 90 days after the Local Government receives notice of the application, or any further period authorized by the General Manager, Liquor Control and Licensing Branch, in writing.

Regulatory criteria Local Government or First Nation must consider and comment on:

- a) the location of the lounge;
- b) the proximity of the lounge to other social or recreational facilities and public buildings;
- c) the person capacity and hours of liquor service of the lounge;
- d) the impact of noise on the community in the immediate vicinity of the lounge;
- e) the impact on the community if the application is approved.

If the operation of the lounge may affect nearby residents, the Local Government must gather the views of residents* in accordance with section 11.1 (2) (c) of the Act and include in the resolution:

- (i) the views of the residents*;
- (ii) the method used to gather the views of the residents*, and
- (iii) comments and recommendations respecting the views of the residents*;

* Note: "residents" includes business owners

For use by Liquor Control and Licensing Branch:

REGULATORY CONSIDERATIONS

Liquor Control and Licensing Act, sections: 11, 16 and 18

Liquor Control and Licensing Regulations sections: 4, 5, 6, 8, 9, 10

POLICY CONSIDERATIONS

Class of Licence

Applicant Eligibility Assessment

Site and Community Assessment

Building Assessment and Issue of a Licence

ATTACHMENT 1
APPLICANT'S LETTER OF INTENT

Letter of Intent (Functions & Services to be provided)

To whomever it may concern,

Twin City Brewing Company is applying for an onsite Lounge Endorsement to accompany its liquor manufacturer's licence application in order to provide a comfortable and social gathering place for its patrons to enjoy hand crafted beer responsibly. At this point in time, there are no breweries in the Alberni Valley. The onsite lounge will focus on providing patrons with a high quality, memorable experience that compliments the quality of Twin City Brewing's products. The lounge will ultimately serve as a direct line of communication between the staff and customers, allowing us to improve our service and products based on the feedback of the patrons.

Quiet music and ambient lighting will help to provide the comfortable and memorable experience in the lounge mentioned above. Our products would be sold to patrons from the tasting bar only and served in 16 oz glasses as well as flights of smaller taster glasses while there will also be options for reasonably priced non-alcoholic beverages and food items such as pretzels, cured meats, and specialty prepared nut mixes.

Our target market is mainly young to middle-aged professionals that have refined craft beer tastes and are willing to frequent an establishment serving a local product rather than something produced on a much wider scale. There will also be a focus on the increasing tourist market, for those that are interested in an authentic West-Coast Craft Beer experience. Twin City Brewing hopes to increase the number of tourists that stop to check out Port Alberni while on their way to the west coast.

The nearby neighbourhood (<50m) consists of mainly commercial and light industrial businesses, with the most frequent types of businesses being auto mechanic shops and small restaurants. Once a bit further from the proposed brewery (<300m), there are a few more restaurants, a paint store, painting services, and a Bed & Breakfast. This location appeared to be the most appropriate since most buildings in the neighbouring blocks are commercial in nature and there are very few residences.

The brewery and lounge will result in minimal impact to the neighbouring community. There is already ample parking in the area and as mentioned, very few proximal neighbouring residences. As the lounge will not be a source of loud music, noise is not expected to be an issue. The lounge area will be completely indoors, and will have a smaller seating area than most neighbouring restaurant. The brewery does not expect to generate any unpleasant impact on the neighbouring community.

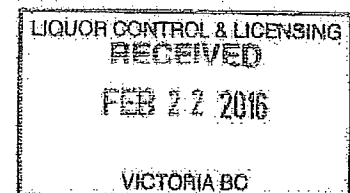
In regards to local bylaws, the proposed location carries an amended C3 Zoning status that was passed by local City Council on June 22, 2015 to add "Microbrewery" to the list of permitted uses. Furthermore, the definition of Microbrewery is provided: "Microbrewery means a facility, for the manufacturing of beer, that produces less than 10,000 hectolitres per year and is licenced under a manufacturing licence by the Province of British Columbia and may include the following accessory uses: wholesaling of, tours of, retail sales of, and tasting of beer produced on-site."

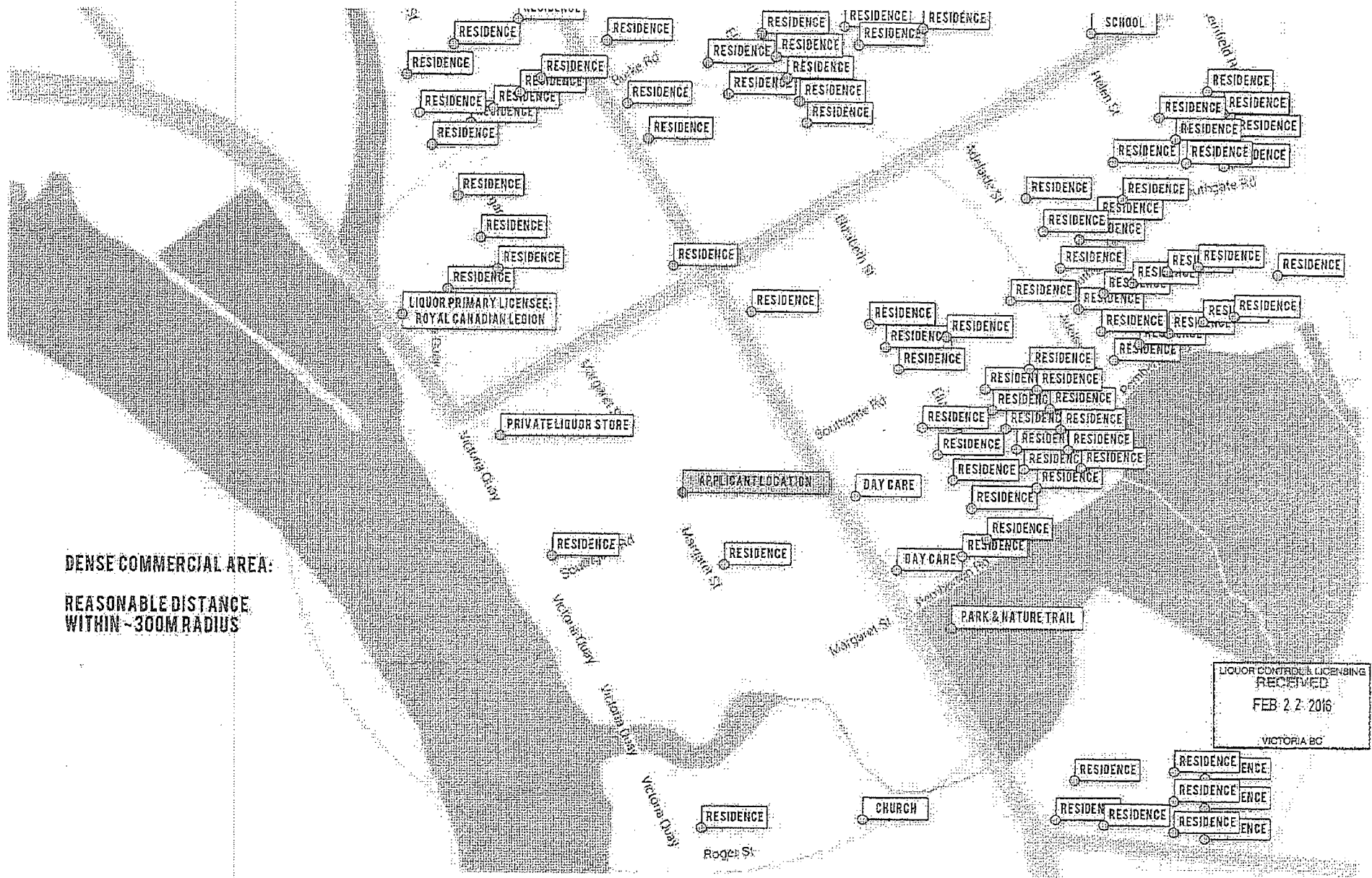
Regards,

Aaron Colyn

Owner/Brewmaster

Twin City Brewing Company Ltd.





MEMORANDUM

Date: July 15, 2016 File

To: Tim Pley, CAO

From: Guy Cicon, City Engineer

cc: Davina Hartwell, City Clerk
Wilf Taekema, Operations Manager
Brian Mousley, Utilities Superintendent
Cathy Rothwell, Director of Finance

RE: Contract Award – Coal Creek Sanitary and Drainage Sewer Upgrade

Issue:

City Council's approval is requested to award the tender for the construction of the Coal Creek Sanitary and Drainage Sewer Upgrade project that has been planned for construction in 2016.

Background:

The Coal Creek sanitary and storm water separation project has been divided into two projects. The first project was the tender for the Coal Creek Sanitary Sewer 3rd Avenue Crossing which was awarded and constructed in 2015. It involved directional drilling a new sewer main under 3rd Ave next to Weaver Park for a cost of \$115,000.

The second project for Council's attention, involves the supply and installation of 300 m of 300 mm diameter gravity sewer and 22 m of 900 mm diameter drainage pipe and concrete diversion chamber.

This work is part of the Coal Creek sanitary and storm water separation project that was approved in the 2015 Sewer Capital plan for \$280,000 and 2015 Storm Drainage Capital Plan for \$200,000. The remaining funds in the two project accounts are \$279,400 and \$9,100 respectively, for a total of \$288,500.

Discussion:

Tenders were received and opened in public at the City of Port Alberni office on Tuesday June 28, 2016 at 3:00 p.m.

A total of three tenders were received and a technical evaluation of the construction bids is attached:

TENDERER	TENDER PRICE	COMPLETION
IWC Excavation Ltd.	\$494,525.18	48 days
Bowerman Excavation Ltd.	\$516,597.90	120 days
Copcan Civil Ltd.	\$598,476.90	90 days

The Tendered prices exceed the funds available (\$288,500) and we recommend reducing the scope of the work to allow the bulk of the project to proceed this year. Through a Change Order with the low bidder, the cost of the project can be reduced by removing the 900 mm diameter drainage pipe and the concrete diversion chamber from the project which can be included in a new project in 2017.

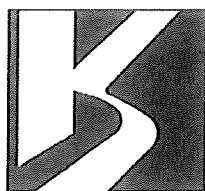
The Engineering Department concurs with the recommendation of Koers and Associates Engineering to award the Coal Creek Sanitary Sewer 3rd Avenue Crossing contract to IWC Excavation Ltd. for the reduced scope price of \$264,477.11.

Recommendation:

That the report from the City Engineer dated July 15, 2016 be received and Council for the City of Port Alberni award the tender for the Coal Creek Sanitary and Drainage Sewer Upgrade contract to the low bidder IWC Excavation Ltd. for \$251,882.96 plus G.S.T., from funds provided in the 2016-2020 Five Year Financial Plan.

Regards,

A handwritten signature in black ink, appearing to read "A. Cion". The signature is fluid and cursive, with a large initial "A" and a stylized "Cion".



**KOERS
& ASSOCIATES
ENGINEERING LTD.**
Consulting Engineers

P.O. BOX 790
194 MEMORIAL AVENUE
PARKSVILLE, B.C. V9P 2G8
Phone: (250) 248-3151
Fax: (250) 248-5362
kael@koers-eng.com
www.koers-eng.com

July 15, 2016
File: 1485-07

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

Attention: Mr. Guy Cicon, P.Eng.
City Engineer

**Re: ITT016-16 Coal Creek Sanitary Sewer Upgrades
Review of Tenders and Recommendation of Award**

Tenders for the Coal Creek Sanitary Sewer Upgrades were received and opened in public at the City of Port Alberni office on Tuesday June 28, 2016 at 3:00 p.m.

The work involves the supply and installation of 230m of 300 HDPE, 71m of 300 PVC gravity sewer, 22m of 900 concrete drainage pipe, concrete diversion chamber and associated tie-ins and appurtenances.

A total of three tenders were received, and all tenders were accompanied by the required Bid Bond and signed Addendum. The tenders have been checked for completeness and accuracy. A mathematical error was found in the tender submitted by IWC Excavating, (incorrect quantity for two items) resulting in a \$1,692.33 increase in the Total Tender Price. All Tenders are considered accurate and valid.

TENDERER	TENDER PRICE	COMPLETION
IWC Excavation Ltd.	\$494,525.18	48 days
Boverman Excavation Ltd.	\$516,597.90	120 days
Copcan Civil Ltd.	\$598,476.90	90 days

The Tender prices include 5% GST, a \$50,000 cash and a \$50,000 contingency allowance.

The lowest Tender is from IWC Excavating Ltd., who is based in Nanaimo. The stated completion period of 48 calendar days is considered appropriate for the scope of work involved in the Contract.

We recommend that subject to funds being available, the City of Port Alberni accept the Tender for the ITT016-16 Coal Creek Sanitary Sewer Upgrades as submitted by the lowest Tenderer, IWC Excavation Ltd. and Change Order No. 1 which deletes the 900 storm drainage Work and diversion chamber for a revised Tender Price of \$251,882.96 plus GST for a total of \$264,477.11

.../2



*A Member of Consulting Engineers of British Columbia
and Association of Canadian Engineering Companies*



July 15, 2016
File: 1485-07

City of Port Alberni
Mr. Guy Cicon, P.Eng.

We enclose a draft Notice of Award, which should be retyped on City of Port Alberni letterhead and issued to the Contractor following award. Please send us a copy of the notice for our records.

Yours truly,

KOERS & ASSOCIATES ENGINEERING LTD.



Chris Downey, P. Eng.
Project Engineer

Enclosures

— KOERS & ASSOCIATES ENGINEERING LTD. —

Council Directed Action Items on Current Status Report					
	Meeting Date	Item	Strategic Plan Fit	Status / Recommendation	Priority
CAO					
1	SICC Jan 7/08	Policy requiring review and adoption of Policy Manual following each general municipal election	Goal #5: Responsive Government	City Manager/Clerk's Dept. - Recommend changes to Policy Manual. Ratification of all Policies in Manual by Council – Early 2016	High
2	Regular July 28/14	Further discussion regarding safe walkway Harbour Quay to Harbour Quay Marina	Goal #2: Connected Community	City ownership of property March 23/16. Works planned.	Medium
3	Regular Jan 11/16	City to task the Community Forest to investigate and report on implementing longer harvesting rotations (FSCDC Report).	Goal #3: Environmental Protection		Low
4	Regular Jan 11/16	Re-affirm Vision in the Strategic Plan to improve access to the Waterfront while also developing 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
5	Regular Jan 11/16	Community urban food inventory webpage and information (FSCDC Report).	Not a strategic priority		Low
6	Regular May 24/16	Review Navcanada action undertaken by North Saanich and implications for Port Alberni	Goal #1: Live Within Our Means		Low
Clerk's Dept.					
7	Regular May 26/14	Preparation of Bylaws and policies for implementation of bylaw adjudication system	Goal #5: Responsive Government	Clerk's Dept./Planning Dept. Order in Council effective July 14, 2014. Bylaws and policies being prepared. (Sept/16)	High
8	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

Council Directed Action Items on Current Status Report					
	Meeting Date	Item	Strategic Plan Fit	Status / Recommendation	Priority
9	Regular Jan 12/15	Report & recommendations re revisions to Sign Bylaw with regards to election signage	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
Community Services Dept.					
10	Regular Feb 10/15	Prepare Pesticide Reduction Policy/public education – best practices	Goal #3: Environmental Protection	Policy and public education plan under development	Medium
11	Special Budget – Feb 23/16	Prepare a report outlining a comprehensive plan for the replacement of the Echo Aquatic and Fitness Centre	Goal #4: Revitalize Economy/Liveability	By end 2016	Medium
12	Regular Jan 11/16	Public water bottle stations in City facilities - Multiplex and Echo Fieldhouse (FSCDC Report).	Goal #3: Environmental Protection	Multiplex complete (partially funded by ACRD).	Medium
13	Regular Mar 9/15	Revisit options to ban smoking in City facilities and parks	Goal #3: Environmental Protection	Include actions taken by other communities for area specific smoking bans	Low
14	Regular Sept. 28/15	Review 'Partner in Parks' Program (City of Nanaimo) and provide recommendations	Goal #5: Responsive Government		Low
17	Regular Jan 11/16	Develop and bring to FSCDC a community garden implementation policy (FSCDC Report).	Goal #3: Environmental Protection		Low
15	Regular June 13/16	Work with Baby Bed Committee to assist in finding suitable storage space for baby beds.	Not a strategic priority		Low
16	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

Council Directed Action Items on Current Status Report					
	Meeting Date	Item	Strategic Plan Fit	Status / Recommendation	Priority
Economic Development Dept.					
17	Regular Aug 10/15	Prepare RFP for Clutesi Haven Marina commercial development in conjunction with PAPA	Goal #5: Responsive Government	RFP extended to June 30, 2016	High
18	Regular Feb 22/16	Prepare contract re implementation of SPROUT Program	Goal #4: Revitalize Economy/Liveability	In progress	High
19	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	AVTA partnering with Tourism Tofino and Tourism Ucluelet on a marketing campaign – not ready to meet	Medium
Engineering Dept.					
20	Regular Sept 14/15	Report recommending alternate truck route options (other than 3 rd /Anderson)	Goal #2: Connected Community	On hold pending further discussions with WFP – high priority?	Medium
21	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
22	Regular Jan 11/16	Implement a pilot kitchen/yard waste pickup compost project (FSCDC Report).	Goal #3: Environmental Protection		Medium
23	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
24	Regular Mar 29/16	Report regarding request from Grandview Road residents for walking path on Grandview	Goal #2: Connected Community		Low
25	Regular Aug 10/15	Review and report re rainbow crosswalks – upper 3 rd /Argyle	Not a strategic priority	Report in progress	Low

Council Directed Action Items on Current Status Report					
	Meeting Date	Item	Strategic Plan Fit	Status / Recommendation	Priority
Finance Dept.					
26	Regular April 11/16	Review potential for reduction in tax rates for Private Management Forest Lands and Farm Lands	Goal #4: Revitalize Economy/Liveability	Report July 11	High
Fire Dept.					
27	Regular June 13/16	Work with BC Wildfire Service, ACRD and other stakeholders to create wildfire management plan for CPA	Goal #5: Responsive Government		High
Human Resources					
28	Regular June 8/15	Investigate NIDMAR Consensus Based Disability Management System & Audit	Goal #5: Responsive Government	HR Manager - Following implementation of return to work program.	Medium
29	Regular Feb. 9/16	Prepare Policy outlining duties of Personnel Committee		City Clerk/City Manager/HR Manager	Medium
Planning Dept.					
30	Regular May 9/16	Proceed with process of renaming Gertrude/Stamp/3 rd Avenue and notification to owners/tenants/emergency services/utility providers	Goal #2: Connected Community	Report regarding City costs provided at June 13/16 meeting. Process to be identified – will need additional report to Council.	High
31	Regular Jan. 11/16	Prepare draft Call for Proposals for the development of approximately 8 hectares (or less) of land adjacent to Westporte Place, for Council's consideration.	Goal #4: Revitalize Economy/Liveability	In progress – September 2016.	High
32	Special Budget – Feb 23/16	Create environmental rebate initiatives for property owners (FSCDC Report).	Goal #3: Environmental Protection	Recommendation from the FSCDC to create 3 rebate programs: Oil to Electric, Energy Audit, and Energy Retrofit Half-the-Tax Challenge. \$30,000 allocated in draft 2016 budget.	High

Council Directed Action Items on Current Status Report					
	Meeting Date	Item	Strategic Plan Fit	Status / Recommendation	Priority
33	Regular June 22/15	Report and amendment to the Zoning Bylaw to restrict liquor sales in grocery stores.	Goal #5: Responsive Government		Medium
34	SICC Oct. 14/14	Report re synopsis and options for consideration re Alberni Paving operations at Fall Fair grounds	Not a strategic priority	Meeting held on Nov 12 th . City Planner met with Alberni Paving Feb. 1/16 to discuss alternative locations. They are considering options.	Medium
35	Regular Dec. 14/15	Report on secondary suite provisions of zoning bylaw including provisions for tiny houses/carriage houses	Goal #4: Revitalize Economy/Liveability	Report September 2016	Medium
36	Regular Feb. 9/16	Draft bylaw to establish a Social Planning Commission	Goal #5 Responsive Government	September 2016	Medium
37	Regular Mar 14/16	Report reviewing options for potential amendments to home occupation regulations – comparison to regulations in other municipalities and enforcement complaints	Goal #4: Revitalize Economy/Liveability		Medium
38	Regular Oct. 26/15	Report re use and potential regulation of drones within City boundaries	Not a strategic priority		Low
39	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
40	Regular June 27/16	Additional report regarding the proposed lane closure adjacent to 3894 4 th Avenue.	Not a strategic priority		Low

Organizational Structure Review (adopted by Council February 9/16)			
	Council Direction:	Assigned To:	Target Completion Date:
1	Parks & Facilities Maintenance divisions become function of Public Works – Facilities Ops Supv and Parks Ops Supv report to designated Public Works Supt.	CAO/Director of Community Services	May 1, 2016 Transition complete
2	Hire exempt Manager of Human Resources as soon as possible	CAO	June 30, 2016 (Complete May, 2016) Krista Tremblay commences in position May 30, 2016
3	Identify pool of senior exempt staff to act in City Manager's absence in succession plan and develop policy outlining compensation for employees acting in such capacity	CAO	September 30, 2016
4	Modify one Public Works Supt. position to include increased responsibility – review through JE process	CAO	May 1, 2016 (Complete April 2016) Wilf Taekema promoted to Manager of Operations – announcement made April 11, 2016
5	Upgrade Administrative Assistant position to include Communications and Deputy City Clerk role – review through JE process	CAO/City Clerk	May 1, 2016 (Complete April, 2016) Jake Martens promoted to Deputy City Clerk/ Communications Coordinator – announcement made April 11, 2016.
6	Expand role of Fire Chief to include responsibility for fire protection, emergency services, oversight of RCMP municipal staff and bylaw enforcement	Fire Chief	September 30, 2016
7	Pursue shared service opportunities with ACRD	CAO	In progress - Meeting with ACRD Board April 20 th , 2016.
8	Update City's succession plan	CAO/Mgr Human Resources	September 30, 2016
9	Review non-tax revenue opportunities (incl. review of all external contracts – best practices from other local govt's and input from working group	CAO/Director of Finance	November 1, 2016
10	Review non-core services that could be provided by different level of gov't or could be discontinued	CAO	November 1, 2016
11	Work with community and partners to determine alternate service delivery model for museum and heritage services – proposed work plan to be completed	CAO/Director of Community Services	July 1, 2017 In progress - Councillor Washington appointed to Stakeholder working group.

Respectfully Submitted



Tim Pley - Acting City Manager/Fire Chief



CITY OF PORT ALBERNI

Royal Canadian Mounted Police (RCMP) REPORT

TO: Tim Pley – Chief Administrative Officer
FROM: Inspector Brian Hunter – Department Head (RCMP)
COPIES TO: City Clerk – Davina Hartwell
DATE: July 20, 2016

SUBJECT: City of Port Alberni Departmental Report

ISSUE:

RCMP Second Quarter policing report to Mayor and Council

DISCUSSION:

This report represents the policing activities undertaken by the Port Alberni RCMP Detachment during the second quarter of 2016 (April to June).

Included in this report is a comparator to the same time frame in 2015. I have also added an expected high and low range based on the previous five years.

The following represents some of the calls for services received, investigations undertaken and activities of the RCMP during the quarter:

- Officers received and responded to 2,607 calls for service in the City of Port Alberni.
- There was a spike in sex offences which is largely attributed to the detachment's increased enforcement of on-line predators.
- There was an increase in harassment and uttering threats complaints. A significant portion of these events were perpetrated through social media.
- Increased traffic enforcement, foot patrols and bike patrols are a priority moving into the summer policing season.

The focus of Port Alberni RCMP's 2016/17 Annual Performance Plan is:

- **Traffic- Road Safety:** Increased enforcement, both tickets and warnings. Reduction of Impaired drivers on the roads through criminal code charges and Immediate Roadside Prohibitions. This will include joint enforcement with Central Island Traffic Services, the Integrated Road Safety Unit and Speedwatch volunteers.
- **Property Crime:** Reduction in the number of theft complaints through intelligence gathering as well as foot patrols of high crime areas, joint enforcement projects and the use of COP volunteers.
- **Crime Reduction:** Identifying and managing prolific offenders through enhanced enforcement and partnerships with community agencies. The focus will be on drug and property crime offenders.
- **Aboriginal Policing:** This includes traffic safety and enforcement on the First Nations, greater visibility at community events and meetings and a focus on First Nation Youth through prevention programs and involvement in schools and at youth events.

Respectfully submitted:

Inspector Brian Hunter
Officer in Charge
Port Alberni RCMP



Mayor and Council Report

Port Alberni Municipal

Q2 2016 (April - June)

<i>Calls for Service</i>	Q2 2015	Q2 2016	range- low	range- high	% change 2015/16
Total Calls for Service	2620	2607	2477	2695	-0.50%

<i>Occurrences by Crime Type</i>	Q2 2015	Q2 2016	range- low	range- high	% change 2015/16
Violent Crime	87	101	89	110	16.09%
Property Crime	287	282	269	317	-1.74%
Other Criminal Code	175	189	163	216	8.00%
Provincial Statute Offences	87	83	92	134	-4.60%
Federal Statute Offences	12	8	6	12	-33.33%
CDSA	22	24	17	38	9.09%
Traffic	46	32	29	46	-30.43%
Total CC	549	572	529	635	4.19%

<i>Violent Crime</i>	Q2 2015	Q2 2016	range- low	range- high	% change 2015/16
Assaults	63	47	59	68	-25.40%
Harassment	9	19	9	14	111.11%
Robbery	4	5	0	4	25.00%
Sex Offences	3	15	5	13	400.00%
Utter Threats	6	12	6	21	100.00%
Weapons Offences	0	0	0	0	0.00%

Domestic Violence (other relationship, spousal/partner abuse, spousal/partner assault, spousal/partner other offence)	39	29	23	41	-25.64%
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<i>Property Crime</i>	Q2 2015	Q2 2016	range- low	range- high	% change
Auto Theft	13	8	4	11	-38.46%
Bike Theft	11	12	6	18	9.09%
B&E - Bus.	14	5	5	14	-64.29%
B&E - Oth.	8	7	2	10	-12.50%
B&E - Res	18	14	12	27	-22.22%
Fraud	21	10	12	21	-52.38%
Mischief to Property	90	114	81	114	26.67%
Other Theft O/5000	1	2	0	1	100.00%
Other Theft U/5000	47	58	36	59	23.40%
Possession Stolen Property	4	2	0	7	-50.00%
Shoplifting	25	18	16	23	-28.00%
Theft from Vehicle	34	30	28	70	-11.76%

<i>Collisions</i>	Q2 2015	Q2 2016	range- low	range- high	% change
Collision-Fatal	0	0	0	1	0.00%
Collison - Non-Fatal Injury	11	6	9	20	-45%
Collision-Damage over \$1000	15	21	14	19	40%
Collision-Damage under \$1000	11	11	9	12	0.00%



CITY OF PORT ALBERNI ECONOMIC DEVELOPMENT MANAGER

Monthly Report to City Council July 25th, 2016

Brief Update on Work in Progress June 27th to present

New Resident, Visitor and Business Attraction

- Creating positive content (video, photos, stories) to post to Internet with assistance from HOVI and Valley of Trails
- Reviewing monthly reports from Welcome Wagon to learn more about new residents and requesting new arrivals to complete survey
- Working with company (Y Factor) to address Google search rankings issues
- Preparing RFP for late September/early October Johnston Road charrette
- Doing analysis of recent demographic information to identify trends
- Touring developers through the community and responding to requests for information

By way of this report, the EDM is making this request of Council:

To formally adopt a goal of having 20,000 residents in Port Alberni by Oct 15, 2023

The rationale for this is that:

- Statistics Canada and the Economic Development Association of Canada have suggested the strongest indicator of a thriving economy is population growth
- Port Alberni's highest population was 20,063 people in 1971
- During budget presentations in January, the EDM suggested we adopt a goal of having 20,000 people living in the community within 10 years
- Rounding figures, assuming the goal of 20,000 is adopted, and we are at 17,400 now, would leave 2,600 people to attract
- Setting an ambitious goal of 1 new resident per day and needing 2,600 days would take us to Oct 15, 2023

Assuming the goal is adopted, strategies and tactics will need to be formulated, vetted, adopted and embraced by the community.

Pat Deakin, Economic Development Manager

**CLERK'S DEPARTMENT
REPORT TO COUNCIL**

TO: Tim Pley, Acting City Manager/Fire Chief
FROM: Diane Koch, Deputy Director of Finance
COPIES TO: Mayor and Council
Guy Cicon, City Engineer
DATE: July 21, 2016

SUBJECT: Comparison of City Water vs Beaver Creek Water

Issue:

Informational report regarding Council's request for a comparison on rates paid for water by average homes in Beaver Creek and the City of Port Alberni.

Discussion:

The City of Port Alberni provides bulk water to the ACRD for Beaver Creek based on the current bylaw at a rate of \$0.33 per cubic meter (1000 litres). Beaver Creek residents are billed by the ACRD on a quarterly basis (approximately every 91 days) for water at a rate of \$155 per quarter or a minimum of \$620 per year. This is a flat rate billing for water usage up to 108 cubic meters per billing period and equates to \$0.70 per cubic meter. If the resident uses more than the 108 cubic meters in a quarterly billing period, they are billed on the overage at \$2.00 per cubic meter.

The City of Port Alberni's average household utilizes 0.80 cubic meters per day (based on a family of 4). Our billing period is thirdly (approximately every 122 days), therefore the average metered usage for a billing period is 97.6 cubic meters. Our current bylaw provides for a rate structure as follows:

Water Consumption up to 60 cubic meters @\$0.44	\$26.40
Water Consumption over 60 cubic meters @\$0.58	\$21.81
19mm Fixed System Charge	<u>\$53.24</u>
Average Water Charge per Billing	\$101.45
Bills per year	<u>x3</u>
Average Water charge per year for a City Resident	\$304.35

Recommendation:

That the report from the Deputy Director of Finance dated July 21, 2016, be received.

Respectfully submitted,

Diane Koch
Deputy Director of Finance



PLANNING DEPARTMENT REPORT

TO: Tim Pley, City Manager
FROM: Cara Foden, City Planning Technician
DATE: July 15, 2016

SUBJECT: **Official Community Plan and Zoning Bylaw Amendments**

Issue

To consider final adoption of the following bylaws:

1. Official Community Plan Amendment No. 21 (4815 Argyle Street - Patterson), Bylaw No. 4912; and
2. Zoning Map Amendment No. 16 (4815 Argyle Street - Patterson), Bylaw No. 4913; and
3. Zoning Text Amendment T10 (Site Specific Use – RM3 High Density Multiple Family Residential), Bylaw No. 4914.

Background

The Official Community Plan Bylaw map amendments will designate the property at 4815 Argyle Street as **'Multi-Family Residential'** on the Schedule A Land Use Map; and designate the property as **'Development Permit Area No. 1 – (Multiple Family Residential)'** on the Schedule B Development Permit Areas Map.

The Zoning Bylaw map amendment will designate the properties at 4815 Argyle Street as **'RM3 – High Density Multiple Family Residential'** zone.

The Zoning Bylaw text amendment realigns the site specific uses noted on the properties by deleting them from the **'C7 – Core Business'** zone and including them in the **'RM3 – High Density Multiple Family Residential'** zone.

All three bylaws were given 1st and 2nd reading on June 13, 2016. A Public Hearing was held on June 27, 2016 and the bylaws were given 3rd reading following the Public Hearing.

Final adoption of the bylaw is subject to consolidation of the properties into one legal parcel. The properties were consolidated, through the Land Title Office, on July 15, 2016.

Recommendation

That Council for the City of Port Alberni give final adoption to the three following bylaws:

- 1. Official Community Plan Amendment No. 21 (4815 Argyle Street - Patterson), Bylaw No. 4912; and*
- 2. Zoning Map Amendment No. 16 (4815 Argyle Street - Patterson), Bylaw No. 4913; and*
- 3. Zoning Text Amendment T10 (Site Specific Use – RM3 High Density Multiple Family Residential), Bylaw No. 4914.*

Respectfully submitted



Cara Foden, Planning Technician

4815-ArgyleSt-Patterson-CouncilAdoptionMemoJuly2016.docx

July 6, 2016

Neil Davis
Regional Manager, Groundfish
Fisheries and Oceans Canada
Suite 200 – 401 Burrard Street
Vancouver, B.C., V7C 3S4

Dear Neil:

As the meeting timeline was stretched, we were unable to offer comments at last month's meeting of GIAC where processing at sea proposal was presented. We offer these comments on the presentation made available for that meeting.

As you know, we are committed to shore based processing in BC. While this pilot program may be for hake only, we have members who, under certain conditions, can process hake, both in the North and South. We oppose the possibility of losing work for them or any other shore based plant. In addition, we see this as a foot in the door for the trawl fishery of BC being turned over to a fleet of factory ships. This will again decrease opportunities for trawl deckhands and stifle most investment in shore based processing on trawl caught fish. We don't see either of these consequences as good for our members, coastal communities or the people of BC.

Further, this proposal is for a 10 year pilot; this is a pilot in name only. By the end of the 10 year period it will have lasting impacts not only on trawl and processing on our coast, but on shore infrastructure and the wellbeing of our coastal communities. For these reasons this proposal needs a much more thorough vetting; First Nations and rural coastal communities, especially those along our southern and northern shelves, need to be consulted; a full economic impact assessment needs to be presented; and an external review of the hake allocation policies needs to be undertaken.

We are certain that through a full and open external review a more synergistic relationship between production, processing, and community can be created for the long-term benefit of all Canadians.

We trust you will make our concerns known to your director and that it will be communicated to the Minister.

Respectively,

A handwritten signature in black ink, appearing to read 'K. Olsen'.

Kim Olsen,
President UFAWU-Unifor
Cell 604-836-5570
Office 604-519-3630
326 12th New Westminster B.C.

The UFAWU-Unifor was created by fishermen and shoreworkers in 1945 to represent their interests, and amalgamated with the CAW and CEP into Unifor in 2013. With over 1000 members the UFAWU is the largest organization representing fisheries workers in British Columbia. Unifor, with over 300,000 members, is the largest private sector union in Canada.



Nuu-chah-nulth Tribal Council

AHOUSAHT
DITIDAHT
ʔIIHATIS / ČIINAXINT
HESQUIAHT
HUPACASATH

HUU-AY-AHT
KA:'YU:'K'T'H'/CHE:K:TLES7ET'H'
MOWACHAHT/MUCHALAHT
NUCHATLAHT
TLA-O-QUI-AHT

TOQUAHT
TSESHAHT
UCHUCKLESAHT
YUUŁUʔİŁ?ATH

P.O. BOX 1383
PORT ALBERNI, BC
V9Y 7M2

Tel: 250-724-5757
Fax: 250-724-2172

July 12, 2016

Mr. Neil Davis
Groundfish Manager
Fisheries and Oceans Canada
#200 - 401 Burrard Street
Vancouver, B.C. V6C 3S4
(via email only)

Dear Neil:

Re: Groundfish Trawl proposals: consultation with Nuu-chah-nulth Nations required

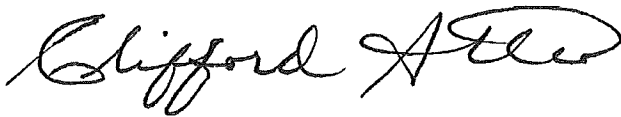
At the recent GIAB meeting a proposal from the trawl industry was introduced that, if approved, would lead to additional processing of hake at-sea. At the meeting I expressed the immediate concern of Nuu-chah-nulth Nations and members that are employed in the on-shore plants. There are other potential negative impacts on Nuu-chah-nulth interests and Aboriginal rights that require further consultation with the Nations that may be affected by the proposal. To be clear, though Nuu-chah-nulth Nations willingly participate at GIAB, they do so with the understanding that information provided there may trigger additional consultation requirements between Canada (as represented by DFO) and Nuu-chah-nulth Nations, including Maa-nulth Treaty Nations. The groundfish trawl proposal for additional at-sea hake processing triggers this consultation requirement.

Further, I take it from the additional correspondence that a second proposal from the groundfish trawl industry was presented to a CIC meeting (but not the GIAB, and there are no Nuu-chah-nulth CIC participants) regarding alternative gear for the trawl fleet. This proposal has not been discussed with Nuu-chah-nulth Nations in any manner to date. Based on the initial comments from other GIAB representatives it seems this trawl alternate gear proposal entails significant changes that may affect Nuu-chah-nulth interests, including the Aboriginal rights of the five T'aaq-wiihak Nations. Again, if this proposal is being considered by DFO then consultation is required with Nuu-chah-nulth Nations.

On June 24, 2016, Nuu-chah-nulth Ha'wiih and Nations met bilaterally with DFO at Tin Wis for a Council of Ha'wiih meeting. Given the timing of the Council of Ha'wiih meeting, I am surprised that DFO staff did not raise either of these groundfish proposals with Nuu-chah-nulth Nations and Ha'wiih at the meeting. As the Council of Ha'wiih only meets three or four times annually, we have been encouraging DFO for years to coordinate issues that require consultation for initial presentations at the Council of Ha'wiih meeting.

In addition to the requirement for bilateral consultation with Nuu-chah-nulth Nations on these two proposals, Nuu-chah-nulth Nations would be interested in working with the groundfish trawl industry, DFO, the recreational fishery, ENGOs and other interested groups to discuss how our varied interests can be addressed through a multi-party process to address the issues and concerns of all interested parties related to hake access. Rather than embed a series of past decisions (perhaps for other purposes) into future sharing arrangements, Nuu-chah-nulth Nations recommend that all parties take the time to revisit appropriate sharing arrangements to ensure that hake are being accessed in Canada for the benefit of all fishers, processors, Nuu-chah-nulth and other interests. This should be an organized discussion with sufficient time to come to a consensus resolution, not a process responding to a short-term problem for one segment of the industry.

Sincerely,

A handwritten signature in black ink, reading "Clifford Atleo". The signature is fluid and cursive, with the first name "Clifford" being more prominent and the last name "Atleo" following in a similar style.

Clifford Atleo Sr.
NTC Representative to GIAB

copy: Nuu-chah-nulth Ha'wiih and Nations
 Debra Foxcroft and Ken Watts, NTC
 Larry Johnson, Chair, Maa-nulth Fisheries Committee
 Rebecca Reid, DFO RDG
 Andy Thomson, DFO
 Kent Spencer, DFO
 GIAB members
 Jim Lane, Uu-a-thluk (NTC Fisheries)



OFFICE OF THE
SENIORS ADVOCATE
BRITISH COLUMBIA

July 15, 2016

Ref: 302679
Sent by email only

To All Mayors and Councils in BC

Dear Mayor and Council,

As British Columbia's Seniors Advocate, I am writing to all municipal governments in BC asking for consideration of increased safety initiatives targeted at senior pedestrians, including the lowering of speed limits in appropriate areas.

My colleague Dr. Perry Kendall, Provincial Health Officer highlighted the vulnerability of senior pedestrians in his report, *Where Rubber Meets the Road: Reducing the Impact of Motor Vehicle Crashes on Health and Well-being in BC*. This report points out that there were 2,200 motor vehicle accidents involving at least one pedestrian in BC in 2013. These resulted in 2,300 injured pedestrians and 52 pedestrian fatalities.

Dr. Kendall's report further highlights the fatality rate for pedestrians aged 76 and up is more than twice the MVC fatality rate for pedestrians 66-75 and that overall, those over 76 had the highest rate of fatalities per 100,000 population. Dr. Kendall found that there were a number of contributing factors that cause these accidents, including pedestrian error or confusion (31%), distraction on the part of the driver or pedestrian (29.3%), alcohol (19%), driver failing to yield the right of way (9.5%), and speed (8.8%). The impact of these pedestrian accidents to the individual, their families and the system at large is obviously significant. In the case of seniors, injury is much more likely to lead to a permanent decrease in overall function.

As the Office of the Seniors Advocate continues to monitor transportation issues relating to seniors, I would like to personally encourage you to consider pedestrian-focused enhancements in your communities that help ensure the safety of older citizens is a priority and these enhancements include: mechanisms to decrease crossing distances, increasing crossing times, improving pedestrian lighting, and modifying roadways, especially intersections, where most pedestrian accidents occur.

Appropriate speed limits must also be a priority, particularly in areas that have a high number of pedestrians. Research shows that pedestrians have a 10% risk of dying when hit at 30 kilometres per hour, but an 80% risk of dying when hit at 50 kilometres per hour.

The continued education of both drivers and pedestrians is something I will continue to encourage. Age-friendly initiatives should continue to focus on as much safe pedestrian access as possible, ultimately improving the overall health and well-being of our elderly population.

I look forward to your continued collaboration on this most important issue.

Sincerely,

Isobel Mackenzie
Seniors Advocate

pc: Dr Perry Kendall
Honourable Terry Lake
Stephen Brown

Office of the Seniors Advocate
Province of British Columbia

1-877-952-3181
www.seniorsadvocatebc.ca

1st Floor, 1515 Blanshard Street
PO Box 9651 STN PROV GOVT
Victoria BC V8W 9P7

REGULAR COUNCIL AGENDA - JULY 25, 2016

ENTERED

79 H. 2.



The Rotary Club of
Port Alberni Arrowsmith
Box 351
Port Alberni, BC
V9Y 7M8



RECEIVED
JUL 18 2016
CITY OF PORT ALBERNI

July 16, 2016

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

Dear Mayor and Council:

I am writing on behalf of the Port Alberni Arrowsmith Rotary Club to request a donation of several pieces of art for our silent auction at the upcoming Wine Festival September 24, 2016.

We understand that the City has artwork from the former Clocktower Gallery that it is providing to nonprofit groups for their fund raising.

Arrowsmith Rotary is very proud of their contribution to the City through the Rotary Arts District on Argyle Street. This initiative has resulted in the very successful banner painting project which involves community members and families painting banners that are installed on Argyle Street.

The club also delivers the Arts District Grant Program whereby the club distributes approximately \$6000 - \$7000 annually to groups and individuals who are undertaking activities to promote the Arts District.

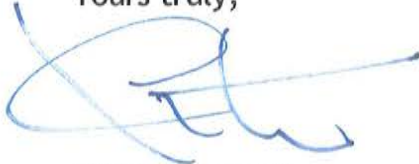
Most recently the Arrowsmith Rotary Club formed a Rotary Community Corps. This group of volunteers works with our Rotary Club and takes on additional projects specific to the Arts District. Their initial project is RAD Historic Moments: The Mural Project. The first mural is currently being completed on the Capitol Theatre.

The group envisions 4-5 more murals in the area over the next two years. All of these efforts contribute to vibrancy of the uptown area.

The majority of funds raised at the Wine Festival are utilized to fund the projects related to the Arts District. The contribution of the art pieces to the silent auction will assist in raising the funds to continue these very worthwhile projects.

Thank you for your consideration of this request. If you require further information, please contact the writer.

Yours truly,

A handwritten signature in blue ink, appearing to read 'CLAUDE LAVERTU', with a large, sweeping initial 'C'.

Claude Lavertu
Secretary

July 20, 2016

Attention: Mayor Ruttan and Council for the City of Port Alberni

About six months ago, I first enquired of council whether or not annual expenses had been established for the management team as it existed at the time, and prior to council making any changes to the management structure. Others have framed the question differently, and though the public has been advised that the answer to this, and other questions regarding the management review would be forthcoming, and some of those questions are now answered, there has still been no answer provided to date that tells the public the cost for the management team prior to any changes being made. This data point was not presented in the acting C.A.O.'s report at the last council meeting, but two other data points released publicly in council chambers over the past few months, has given me enough information to allow me to calculate a reasonable estimate of annual management salaries, notwithstanding the absence of an official number.

The first data point came at the May 9th meeting, where it was announced that the Special Superannuation Agreement would be discontinued, but a one-time payment incentive to staff at the rate of 1% of salaries over two years, which equates to \$34,000, would be made. Applying some math, a person can solve the equation of \$34,000 is 1% of what number, which results in an answer of 3.4 million dollars. Dividing 3.4 million dollars by 2 years, results in 1.7 million dollars of management salaries per year, upon which the 1% contribution would have been calculated.

And the second data point came at the meeting on July 11th on page four of the acting CAO's report on summary costs for the organization and compensation review, where an increase of pension premiums in the amount of \$7,144 for the year 2017 and onward was noted. The employer rate currently in effect for pension premiums is 10.22% of salaries paid. Applying the same solving method used above, reveals that \$7,144 is a 10.22% premium on \$69,902 of salaries. And solving further, \$69,902 represents a raise of 4% on annual salaries of \$1,747,550. The salary increase was announced at the May 9 meeting in lieu of the discontinuation of the 6% Management Executive Group Plan.

So changing directions, adding a 4% across the board salary increase to an existing annual salary expense of \$1,747,550, computes an extra \$69,902 salary expense. And a 10.22% pension calculation on the extra \$69,902 salary expense, computes the \$7144 premium, as noted in the acting CAO's report at the last meeting. The previous calculations show the estimated average annual amount for management salaries is \$1,723,775 in each of the past two years. But what was the actual amount for annual exempt staff salaries before the

management changes were begun, and what is the estimated annual amount for those salaries at the end of the changes being made as a result of the organization and compensation review? These questions remain unanswered.

Additionally, if the \$7,144 fee representing the increased cost of pension premiums for 2017 was itemized in the acting CAO's report, and a subsequent calculation shows that this fee comes from applying the 10.22% pension premium rate on \$69,902 of salary increases, why is only the pension premium expense for 2017 identified in the report, and not the amount for the salary increase in 2017, upon which the premium fee would have been calculated in the first place?

The table in the acting CAO's report for annual expenses for 2017 and beyond does contain wage increases, but the wage decreases listed all but eliminate the wage increases listed, essentially making it a wash. If the net change to salary expense for 2017 and beyond is practically nil, as indicated in the report, how can the city be incurring the extra expense for the pension premium that is listed in the report, if there is no corresponding increase in salaries? On what number is this premium calculated? Perhaps I have misinterpreted the report's data. Would you, Mr. Mayor and Council, kindly provide some clarity for this during the meeting of July 25th, 2016?

Thank you for your time and consideration.

Respectfully submitted,
Roland Smith

From: Asia Schmok <programs@bccerebralpalsy.com>

Sent: Tuesday, July 19, 2016 9:40 AM

To: Mike Ruttan

Subject: CPABC World CP Day Proclamation Request

Dear Mayor and Council

The Cerebral Palsy Association of BC would like to request that the City of Port Alberni proclaim October 5, 2016 World Cerebral Palsy Day.

World CP Day is an international effort to raise awareness and affect change for people living with cerebral palsy. Our goal for World CP Day 2016 is to see as many cities and towns as possible across the province proclaim World CP Day and for as many landmarks as possible to be lit up green. We hope you will consider taking part.

On World CP Day, we will be highlighting these proclamations and encouraging our members and supporters to share photos of various landmarks lit up in green with #CPAwareness.

I've included a draft proclamation below.

Please let me know if there's anything more you need.

Sincerely,

Asia Schmok

Events and Programs Intern

Cerebral Palsy Association of BC

P: 1-800-663-0004 or 604-408-9484

E: programs@bccerebralpalsy.com



330-409 Granville Street, Vancouver, BC V6C 1T2

Fax: 604-408-9489 e-mail programs@bccerebralpalsy.com

bccerebralpalsy.com | facebook.com/BCCerebralPalsy | [@CerebralPalsyBC](https://twitter.com/CerebralPalsyBC)

Proclamation

World Cerebral Palsy Day

Whereas The full and effective participation of people living with cerebral palsy expresses the inherent dignity and worth of all persons

And whereas Port Alberni is committed to the elimination of all barriers, including physical and attitudinal, that would preclude the participation of all persons in the life of the community

And whereas Cerebral palsy is the most common physical disability in childhood and is a non-progressive neuro-motor condition affecting 17 million people worldwide, including some 50,000 Canadians. In British Columbia, there are 10,000 people closely connected to someone living with cerebral palsy.

And whereas The Cerebral Palsy Association of British Columbia joins hundreds of organizations in more than 50 countries to celebrate and build a global community committed to creating a better world for people living with cerebral palsy and to see all people living with cerebral palsy to enjoy *Life Without Limits*

Now, Therefore I, Mike Ruttan, Mayor of the city of Port Alberni, DO HEREBY PROCLAIM October 5th, 2016 as World Cerebral Palsy Day in Port Alberni



David
Suzuki
Foundation

Vancouver (Head Office)
219-2211 West 4th Avenue
Vancouver BC V6K 4S2
604 732 4228

Toronto
102-179 John Street
Toronto ON M5T 1X4
416 348 9885

Montréal
540-50 rue Ste-Catherine Ouest
Montréal QC H2X 3V4
514 871 4932

RECEIVED
JUL 08 2016
CITY OF PORT ALBERNI

July 5, 2016

Dear Mayor Ruttan,

In June 2015, David Suzuki, his wife Tara Cullis and a team of David Suzuki Foundation staff visited 12 communities along Canada's Pacific coast. Our goal was to listen, to hear first-hand from community members about their hopes and concerns for the future of the ocean and the coastal communities it supports.

We were welcomed into homes, community centres, auditoriums and bighouses, greeted with grace, generosity and welcoming feasts that vividly expressed the intersection of nature, culture and food. People were generous with their stories, allowing us to record more than 1,500 contributions.

Get a glimpse of the voices, perspectives and ideas from Canada's colourful and provocative report enclosed here: *Charting Coastal Currents: Canada's Pacific communities talk climate, culture, oceans and the future.*

Charting Coastal Currents is also available online, please find it at:
<http://davidsuzuki.org/publications/reports/2016/charting-coastal-currents/>.

If you have further questions about the content of this report, or would like additional copies, please contact me at panos@davidsuzuki.org.

Thank you,

Panos Grames
Communications Specialist





RECEIVED

JUL 07 2016

CITY OF PORT ALBERNI

Wednesday, July 06, 2016

Mayor **Mike Ruttan**
City of **Port Alberni**
Mayor's Office ,City of Port Alberni, 4850 Argyle Street, Port Alberni, BC V9Y 1V8

Dear Mayor **Ruttan**,

As representatives from three of Canada's leading industry associations, we wanted to take this opportunity to inform you of Smart Fuelling – a new program that would be of great benefit to your constituents and to your municipality as we all work together towards a cleaner and more sustainable tomorrow.

Smart Fuelling was formed by a national coalition of three industry associations to encourage Canadians to reduce their Greenhouse Gas Emissions (GHGs) and improve their fuel efficiency. The program uses positive and upbeat messaging to inform consumers about practical ways they can effectively reduce their emissions while also saving money.

To date, we have entered an active collaboration with North and West Vancouver to implement Smart Fuelling. We are also discussing Smart Fuelling with other interested municipalities. Should your municipality be interested in learning more about our initiative, we would be happy to meet with you and your colleagues to further discuss how we can educate consumers at retail gasoline sites about how they can reduce their greenhouse gas emissions and save money by doing so.

We look forward to speaking with you personally about this campaign and working together to create a better future for generations to come.

Sincerely,

Tricia Anderson
President & CEO
Canadian Independent Petroleum Marketers Association

Alex Scholten
President
Canadian Convenience Stores Association

Peter Boag
President & CEO
Canadian Fuels Association



RECEIVED
JUL 11 2016
CITY OF PORT ALBERNI

Thursday, July 07, 2016

President
Jan Lavertu

1st Vice President
Kris Patterson

2nd Vice President
Brad Minton

Secretary
Sarah Jones

Treasurer
Deb Haggard

Directors – 1 year
Rebecca Palmer
Bill Brown
Cindy Solda
Blain Pouliot

Directors – 2 year
Alicia La Rue
Malcolm Menninga
Brian Callender
Daniel Savard

Executive
Director
Bill Collette

Mr. Mike Ruttan
Mayor
City of Port Alberni
4850 Argyle Street
Port Alberni, BC
V9Y 1V8

Dear Mayor Ruttan:

We have some good news to share with you!

In March of this year after receiving at least a dozen letters of support, including one from you, we submitted a grant application with Canada 150 to plan, organize and executive a major event in 2017. We are pleased to report that our application was not only successful but is one of a handful that the Federal Government has decided to support.

The concept of the event; called the *Tri-Conic Challenge*, is to pit human against machine with a focus of showcasing that Port Alberni is alive and well. Our idea of leveraging the history of the area through the Iconic Martin Mars, the M.V. Frances Barkley, and the 1929 Baldwin Steam Train has resonated with Canada 150 as a very interesting 'Canadian Event.'

The event itself will span four days over the Canada Day Weekend in 2017 starting with a welcoming Expo at the Multiplex on June 30 followed then by three days of sporting activities. We believe that this event will attract many to the area simply through its unique attributes surrounding the plane, the ship, and the train. As well, by leveraging the concept of a 'Staged Triathlon' we are in essence packaging up an event that encourages people to plan an entire trip around it.

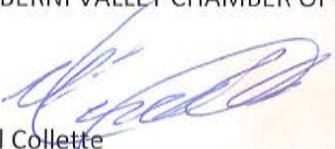
Our event is really designed to change Google. That's our objective in all of this. We believe that by marketing it heavily both on and off Island we are positioning ourselves to alter what people see when looking at Port Alberni on line. Putting it bluntly; we don't really care who 'wins' X race we simply want people to come here and enjoy what we collectively take for granted.

We are hoping that you will continue to support our event and if so inclined we'd love set up a meeting soon to discuss our plans for a successful outcome. We'd be ecstatic if you might consider supporting our event through a financial contribution / sponsorship.

I close by indicating that since we announced our success – one week ago, we have already received interest from a Triathlon group in Nanaimo who have tentatively booked camping sites at China Creek Marina for their team. Additionally, a fellow out of Vancouver who is well connected with both the Sun Run and Victoria Times Colonist 10k is keen to work with us.

We look forward to hearing back from you with respect to a follow-up meeting to discuss how we can collectively work toward a mutually beneficial outcome of the Tri-Conic Challenge.

Respectfully,
ALBERNI VALLEY CHAMBER OF COMMERCE



Bill Collette
Executive Director

Cc: Jan Lavertu – President AVCOC

Sandor Nadudvary and

Nora Lande *noralande@shaw.ca*

July 10, 2016

Mr. Mayor and Council members,

Since Mr. Ruttan and council members have been community leaders, we can't help but notice the many improvements throughout the city. Planting esthetically pleasing shrubbery, trees and flowers makes such a difference. Older structures are being removed and new buildings being built is so good to see. The road work is appreciated, business fronts are tidier and infrastructure is being improved too.

Gaiga park is such a welcome resting area. There are countless other improvements happening as we speak.

Recently we contacted City hall to inquire whether we could build a small living structure in the back yard. We were told only an attached structure would be allowed at this time. May we remind council, Port Alberni lacks available, affordable housing.

Vancouver home owners have been converting garages into living spaces for some time. Many owners rent to family members, grown children, siblings, parents and grandparents. The convenience and cost of these arrangements are manageable for most.

Council must realize and keep in mind that not all tax payers make a large monthly wage. Some people don't need an extra monthly income, however many do.

The idea of having a one bedroom, one bath, kitchen and living space structure unattached but in the yard for rent is very appealing to us. Please make this request a priority to look into.

Thanks for reviewing this letter.

Sandor Nadudvary and Nora Lande



City of Port Alberni

ADVISORY TRAFFIC COMMITTEE MEETING

Minutes from the Meeting held Wednesday, April 20, 2016 at 10:00 am

PRESENT: Guy Cicon - Chair, Wilf Taekema, Streets Superintendent, Wes Patterson, Deputy Fire Chief (PAFD), Phil Atkinson (Diversified Transportation), Pat Dahlquist (SD#70), Cpl. Mike Elston (Central Vanc. Island Traffic Services), Sgt. Darrin Ramey (Central Vanc. Island Traffic Services), Caroline Robinson (ICBC), Peggy Gibbs (ICBC)

REGRETS: Ron Paulsen (City Councillor), Sgt. Dave Boyce (RCMP), Cameron McKinnon (Diversified Transportation), St. Sgt. Dave Paddock (RCMP)

DELEGATIONS

Action
By

UNFINISHED BUSINESS

1. **Concerns by Margaret Uzelman regarding speeding traffic on Beaver Creek Road at Compton due to "slow school" signs being removed at the closure of Gill School. She suggested a flashing light crosswalk and signs erected to help with the safety of school children crossing on their way to AW Neill school. The Committee will continue to monitor.** GC
2. **Request by a concerned citizen for traffic calming on Rex Road due to speeding vehicles. The Committee suggested that the City continue to monitor and wait to hear from property owners.** GC
3. **Suggestion by Ian Arklie of Pacific Rim Driving School to install school and playground signs at the end of these zones that illustrate the reduced speed zone is ending. Peggy reported that the new ICBC Road Improvement Program will now share the cost of installing signing to designate the end of school zones. This follows the adoption of new guidelines concerning this signing by the Transportation Association of Canada (TAC). "We see the safety benefit of the signs as encouraging consistent, lowered speeds throughout the entire school speed zone, and reducing possible distraction among drivers who might otherwise be searching for the back of the opposing "School Area" sign (which designate the end of the reduced-speed zone). ICBC will pay 100% of the cost of new signs and Port Alberni will be the first municipality to benefit from this.** WT
4. **Request by Pat Dahlquist for a sidewalk for walking on Compton Road in front of AW Neill Elementary School. The City will paint a fog line on the south side of Compton Road.** WT

NEW BUSINESS

1. **Request by Elia Nicholson-Nave, from the Kuu-Us office at 4589 Adelaide Street, to relocate the bus stop.** BC Transit strongly suggests that this is the safest location for this bus stop. The City will support this. Guy and Wilf to meet with Elia on Mon., April 25th. GC
2. **Request from a member of the public for a deer crossing at 4026 Johnston Road.** There are no ICBC recorded deer claims on the Johnston Road corridor. The Committee discussed exploring "Expect Deer on Your Roads" signage at entrance points to the community. This item will be forwarded to the Ministry of Transportation.
3. **Concern expressed by Jessie McKay to Councillor Paulson, regarding speeding drivers through our school zones – Wood Elementary in particular.** The Committee suggested that the City explore placing reflective, yellow delineator stanchions at Wood Avenue and Wallace Street. The Committee also suggested Speedwatch patrol the area. GC/WT
4. **Request from Ann Ostwald's Social Studies 11 class to fix the path beside Bob Dailey Stadium.** The City will provide support in their efforts.
5. **Request by Julia Payne for a crosswalk on River Road by Riverbend Park.** The City will ask the Ministry of Transportation to run a warrant for this area of River Road. Peggy estimates that a crosswalk may be warranted. WT
6. **Concern by Claus Bergman regarding the unloading of delivery trucks in front of Beaver Creek Home Centre on Gertrude Street, blocking the only northbound lane. This results in backing up traffic into the intersection of Gertrude and Johnston Road.** The Committee discussed several issues including: it is illegal to block the northbound lane, it may be a WorkSafe issue for workers, there should be a designated loading zone and/or trained flaggers during unloading. The City will contact Beaver Creek Home Centre about these issues. GC

LATE ITEMS

None

DISCUSSION

1. **Peggy brought forward a question to the Committee. Who is responsible if a road needs to be closed for an extended period of time to cleanup a serious accident?** Are there recovery costs available through ICBC? Caroline will find out.

NEXT MEETING DATES FOR 2016:

July 20, 2016

October 19, 2016

Meeting was adjourned at 11:00 a.m.

DISTRIBUTION

Council

Tim Pley – Acting City Manager

Davina Hartwell - City Clerk

Guy Cicon - City Engineer

Wilf Taekema - Streets Superintendent

Scott Smith - City Planner

Tim Hautzinger - Bylaw Enforcement Officer

Director of Parks and Recreation

Sgt. Dave Boyce - RCMP

Wes Patterson, Deputy Fire Chief - Fire Department

Pat Dahlquist - Trustee, SD 70, email agenda to wdahlquist@shaw.ca

Caroline Robinson - Road Safety Coordinator, ICBC, email agenda to caroline.robinson@icbc.com

Peggy Gibbs, ICBC, email agenda to margaret.gibbs@icbc.com

Eric Plumber - AV Times, email agenda news@avtimes.net

David Wiwchar, The Peak, email agenda to dwiwchar@islandradio.bc.ca

Cameron McKinnon - Diversified Transportation Ltd., email agenda to dc49@hotmail.com

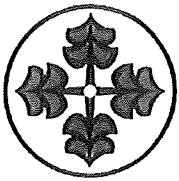
Phil Atkinson - Diversified Transportation Ltd., email agenda to phil@patransit.pwt.ca

Cpl. Mike Elston, Central Vanc. Island Traffic Services, email agenda to mike.elston@rcmp-grc.gc.ca

Sgt. Darrin Ramey, Central Vanc. Island Traffic Services, email agenda to darrin.ramey@rcmp-grc.gc.ca

Bill Brown – cyclist, email agenda to billbrown@shaw.ca

Kevin Head – cyclist, email agenda to kevin.head@gmail.com



CITY OF PORT ALBERNI

City Hall Engineering Department

4850 Argyle Street,

Port Alberni, B.C. V9Y 1V8

Telephone: (250) 720-2830 Fax: (250) 723-3402

www.portalberni.ca

July 11, 2016

Julia Payne

Email: juliapayne1983@gmail.com

Dear Julia,

Re: Request for a crosswalk on River Road by Riverbend Park

Thank you for your email received March 7, 2016 with regards to your suggestion to install a crosswalk on River Road by Riverbend Park.

On Wednesday, April 20th, 2016 the Advisory Traffic Committee met and reviewed your concerns. The City will ask the Ministry of Transportation to run a warrant for this area of River Road. Peggy from ICBC estimates that a crosswalk may be warranted.

I appreciate your concern on this matter. Please call me if you have any further questions.

Yours truly,

CITY OF PORT ALBERNI

Guy Cicon,
City Engineer



CITY OF PORT ALBERNI

City Hall Engineering Department

4850 Argyle Street,

Port Alberni, B.C. V9Y 1V8

Telephone: (250) 720-2830 Fax: (250) 723-3402

www.portalberni.ca

June 21, 2016

Ian Arklie
Pacific Rim Driving School

Email: pacificrimdriving school@shaw.ca

Dear Ian,

Re: Suggestion to install school and playground signs to indicate reduced speed

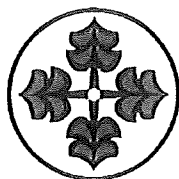
On Wednesday, April 20th, 2016 the Advisory Traffic Committee met and brought forward your concerns from your previous email received November 15, 2015. Peggy Gibbs, ICBC, reported that the new ICBC Road Improvement Program will now share the cost of installing signing to designate the end of school zones according to new guidelines adopted by the Transportation Association of Canada. ICBC will actually pay 100% of the cost of new signs in Port Alberni as the city will be the first municipality to benefit from this.

I appreciate your concern on this matter. Please call me if you have any further questions.

Yours truly,

CITY OF PORT ALBERNI

Guy Cicon,
City Engineer



CITY OF PORT ALBERNI

City Hall Engineering Department

4850 Argyle Street,

Port Alberni, B.C. V9Y 1V8

Telephone: (250) 720-2830 Fax: (250) 723-3402

www.portalberni.ca

July 11, 2016

Claus Bergmann
Email: norma_53@telus.net

Dear Claus,

Re: Concerns regarding unloading of delivery trucks on Gertrude Street

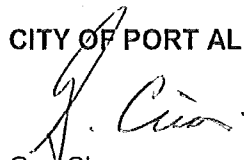
Thank you for your email received March 18, 2016 with regards to your concerns regarding unloading of delivery trucks in front of Beaver Creek Home Centre on Gertrude Street resulting in backing up traffic into the intersection.

On Wednesday, April 20th, 2016 the Advisory Traffic Committee met and reviewed your concerns. The Committee discussed several issues. It is illegal to block the northbound lane and it may be a WorkSafe issue for workers as there should be a designated loading zone and/or trained flaggers during unloading. The City will contact Beaver Creek Home Centre about these issues.

I appreciate your concern on this matter. Please call me if you have any further questions.

Yours truly,

CITY OF PORT ALBERNI



Guy Cicon,
City Engineer



CITY OF PORT ALBERNI

City Hall Engineering Department

4850 Argyle Street,

Port Alberni, B.C. V9Y 1V8

Telephone: (250) 720-2830 Fax: (250) 723-3402

www.portalberni.ca

June 21, 2016

Jessie McKay
3895 Maitland Street
Port Alberni BC V9Y 3W9

Email: djpkmcKay@icloud.com

Dear Jessie,

Re: Suggestion for speed bumps in school zones

Thank you for your email received March 2, 2016 with regards to your suggestion to install speed bumps in school zones especially Wood Elementary school which is a highly trafficked area.

On Wednesday, April 20th, 2016 the Advisory Traffic Committee met and reviewed your concerns. The Committee suggested that the City explore placing reflective, yellow delineator stanchions at Wood Avenue and Wallace Street. The Committee also suggested Speedwatch patrol the area.

I appreciate your concern on this matter. Please call me if you have any further questions.

Yours truly,

CITY OF PORT ALBERNI

Guy Cicon,
City Engineer

July 4th, 2016

To: Mayor Ruttan and Council:

I have been watching the June city council meetings and I am not happy with the tone of the meetings. I read what was reported in the Alberni Valley News last week on transparency and I am wondering what is going on. I must say I am disappointed in what I am hearing and reading about your behavior Mr. Mayor, and the effect it is having on the council and the people of Port Alberni

I was very impressed with Mr. Smith's letters on transparency and even more impressed when he presented this and other information at city council. People are beginning to take notice that what you were elected to do is not what they are hearing and seeing.

I want Port Alberni to be seen by the public as a great place to live with excellent leadership. Please go back and read what you said you would do in your election speech, do some soul searching and get back on track.

Respectfully

Marilyn Hickey

ENTERED



COPY
RECEIVED
JUL 18 2016
 CITY OF PORT ALBERNI

July 13, 2016

The Honourable Marc Garneau, Minister of Transport
 Transport Canada
 330 Sparks Street
 Ottawa, ON K1A 0N5

Dear Minister Garneau:

Re: AVICC Resolution R3 Island Corridor Foundation Federal Funding

The Association of Vancouver Island and Coastal Communities (AVICC) is the longest established area association under the umbrella of the Union of BC Municipalities (UBCM). The AVICC represents the interests of its 51 member municipalities, regional districts and other local governments from Vancouver Island, the Sunshine Coast, Powell River and the Central Coast.

At the 2016 AVICC Convention, our members endorsed a resolution requesting the Government of Canada approve and release \$7.5 million of federal funding for the Island Corridor Foundation's capital works. We are seeking a response from your office supporting our members' request. The resolution endorsed is:

R3 Island Corridor Foundation Federal Funding

Whereas the Esquimalt & Nanaimo (E&N) Railway corridor remains a critical transportation asset for the current and future needs of the people and economy of Vancouver Island;

And whereas AVICC passed a resolution urging action in 2011 and further delay in repairs to the corridor jeopardizes its viability:

Therefore be it resolved that AVICC petition the Government of Canada to approve and release the \$7.5 million for capital works on the Victoria to Courtenay rail line in order for work to begin as soon as possible and ensure the future of rail based freight and passenger transportation between Victoria, Courtenay and Port Alberni.

525 Government St, Victoria, BC V8V 0A8
 Email: avicc@ubcm.ca • Tel: 250-356-5122 • Fax: 250-356-5119 • www.avicc.ca

Representing Local Government on Vancouver Island, Sunshine Coast, Powell River and Central Coast

RECEIVED

FEB 19 2016

City of Port Alberni

ISLAND CORRIDOR FOUNDATION FEDERAL FUNDING

WHEREAS the Esquimalt & Nanaimo (E&N) Railway corridor remains a critical transportation asset for the current and future needs of the people and economy of Vancouver Island;

AND WHEREAS the Association of Vancouver Island and Coastal Communities (AVICC) passed a resolution urging action in 2012 and further delay in repairs to the corridor jeopardizes its viability;

THEREFORE BE IT RESOLVED that the AVICC petition the Government of Canada to approve and release the \$7.5 million for capital works on the Victoria to Courtenay rail line in order for work to begin as soon as possible and ensure the future of rail based freight and passenger transportation between Victoria, Courtenay and Port Alberni.

J:\Clerks\AVICC\2016\AVICC_Vancouver Island Regional Library Costs_Resolution_2015(2).docx

BACKGROUND MEMO

ISLAND CORRIDOR FOUNDATION FEDERAL FUNDING

The Esquimalt and Nanaimo (E&N) Railway corridor was built in the late 1800s and extends from Victoria to Courtenay and inland from Parksville to Port Alberni. The railway was acquired by the Island Corridor Foundation (ICF) after Canadian Pacific and Rail America donated their portions of the line to the ICF in 2006.

Since its inception, the ICF has been pursuing the revival of rail service on Vancouver Island. Passenger service had been suspended because of safety concerns due to poor track conditions along the rail line however, rail freight continues to operate between Nanaimo and south Duncan.

In 2012 the federal and provincial governments jointly committed approximately \$15 million to the restoration of the rail line with the intention of making the corridor safe again for passenger service. This included a \$500,000 bridge engineering study supported by the provincial government.

With the total project estimated at approximately \$20.4 million, ICF secured the remaining funding through agreements with Island regional districts, Via Rail, Southern Railway of Vancouver Island (SVI), and ICF's own source funds.

In July of 2015 the province affirmed their commitment to provide \$7.5 million to the ICF for the project. However, the transfer of funds is contingent on confirmation that the \$7.5 million in federal funding is in place and, through a tendering process, that the upgrade work can be completed within the \$20.4 million budget.

With the change in government following the October 2015 federal election, the Island Corridor Foundation is now seeking an affirmation of the previous federal commitment for \$7.5 million in order to develop and issue a tender for the necessary upgrades required on the rail line.

This resolution seeks to ensure the future of rail based freight and passenger transportation between Victoria, Courtenay and Port Alberni by petitioning the federal government to release the committed funding for the project.

2011 AVICC RESOLUTION

ISLAND CORRIDOR FOUNDATION FEDERAL/ PROVINCIAL

WHEREAS the BC Safety Authority, Southern Railway of Vancouver Island, the BC Ministry of Transportation and Infrastructure, and Via Rail have terminated VIA Rail dayliner service on Vancouver Island until further notice;

THEREFORE BE IT RESOLVED that AVICC petition the governments of Canada and British Columbia to approve the \$15 million rail infrastructure application for capital works on the Victoria to Courtenay rail line submitted by the Island Corridor Foundation in October 2010 to ensure the future of Island rail transportation and restoration of VIA passenger rail service between Victoria and Courtenay;

AND FURTHER BE IT RESOLVED that an emergency meeting be arranged between the Island Rail Corridor Foundation and all appropriate and applicable parties including the Premier and Minister of Transportation and Infrastructure of BC to request their immediate assistance in coordinating this appeal with the Federal Government of Canada.

AVICC Convention Decision: Endorsed

Provincial Response:

On June 28, 2011, Premier Clark announced that the Province will contribute \$7.5 million for E&N Passenger Rail in an announcement made in Nanaimo. Provincial funding will be provided in two parts. The Ministry of Transportation and Infrastructure will contribute up to \$500,000 for an engineering inspection on the condition of the approximately 40 rail bridges and trestles on the line. The balance of \$7 million will help the Island Corridor Foundation (ICF) repair the track and ensure that it is safe for passengers. The ICF has identified that it needs \$15 million to complete essential repairs. The provincial funding of \$7 million is conditional upon the final bridge inspection and ICF matching the other \$7.5 million that it needs to ensure all repairs are completed and passenger train service can safely resume. The Bridge and Engineering Trestle Engineering Audit was released in late-February.

Federal Response:

Island Mayors and Chairs and ICF representatives met May 24, 2011 with MP James Lunney, Nanaimo-Alberni and MP John Duncan, Vancouver Island North. Meetings were also requested with Honourable Denis Lebel, Federal Minister of Transport, Infrastructure and Communities and the Honourable James Moore, Federal Minister of Canadian Heritage and Official Languages. A meeting was held on August 3, 2011 in Victoria with Minister James Moore with 11 AVICC and ICF representatives in attendance. Regrettably Minister Lebel's busy schedule has prevented a meeting with AVICC and ICF representatives.

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

RECEIVED
JUL 15 2016
CITY OF PORT ALBERNI

Files Closed from April 1 to June 30, 2016
City of Port Alberni

1. Requests for Information or Assistance	0
2. Complaints with No Investigation	3
<i>a. Assistance and/or referral</i>	2
<i>b. Refused (discretion)</i>	
• More than one year between event and complaint	0
• Insufficient personal interest	0
• Available remedy	1
• Frivolous/vexatious/trivial matter	0
• Can consider without further investigation	0
• No benefit to complainant or person aggrieved	0
• Complaint abandoned	0
• Complaint withdrawn	0
<i>c. Statute barred (FIPPA, Police Act, etc.)</i>	0
<i>d. Not a matter of administration</i>	0
<i>e. Pre-empted by existing statutory right of appeal, objection or review</i>	0
3. Complaints Investigated	0
<i>a. Not a matter of administration</i>	0
<i>b. Pre-empted by existing statutory right of appeal, objection or review</i>	0
<i>c. Investigation ceased (discretion) - No findings</i>	
• More than one year between event and complaint	0
• Insufficient personal interest	0
• Available remedy	0
• Frivolous/vexatious/trivial matter	0
• Can consider without further investigation	0
• No benefit to complainant or person aggrieved	0
• Complaint abandoned	0
• Complaint withdrawn	0
• Complaint settled	0

d. Investigation completed - Findings - Substantiated

- Remedied in whole 0
- Remedied in part 0
- Not remedied 0
- Recommendations made - remedy to be implemented over time 0

e. Investigation completed - Findings - Not substantiated 0**4. Ombudsperson Initiated Investigations 0****a. Investigation ceased (discretion) - No findings 0****b. Investigation completed - Findings - Substantiated**

- Remedied in whole 0
- Remedied in part 0
- Not remedied 0
- Recommendations made - remedy to be implemented over time 0

c. Investigation completed - Findings - Not substantiated 0


Jay Chalke
Ombudsperson
Province of British Columbia

11/07/2016

ADMINISTRATIVE SERVICES

LEGISLATIVE SERVICES DIVISION

1100 Patricia Blvd. | Prince George, BC, Canada V2L 3V9

p: 250.561.7600 | www.princegeorge.ca

July 19, 2016

Attention: UBCM Member Municipalities,

At the City of Prince George regular Council meeting held June 27, 2016, Council gave consideration to proposed Union of British Columbia Municipalities (UBCM) resolutions regarding: Gaming Funds Available to Non-Profit Community Organizations; Call for a Poverty Reduction Plan for British Columbia; and Federal Marijuana Tax Fund. The following resolutions were approved for submission to the UBCM for consideration at the 2016 Convention:

1. Gaming Funds Available to Non-Profit Community Organizations

WHEREAS each year charitable groups and non-profit organizations in municipalities are challenged with finding enough funding to provide services and programs integral to the health of every community;

AND WHEREAS since the Provincial Government changed the Community Charitable Gaming Program from multiyear grants to a single year grant in 2010, the Gaming Program has demonstrated a shift towards inflexible policies, a reduction in gaming revenue, sectors removed and then reinstated after public pressure, with discretionary funding;

AND WHEREAS the reduction and elimination of this funding has impacted the ability of non-profit organizations to deliver services that contribute to the economic viability, sustainability and cultural fabric of our communities;

AND WHEREAS if community programming is viewed as a priority to the educational, cultural, recreational, environment, public safety and social wellbeing of every British Columbian, then Government of BC spending priorities need to include a Gaming Program with funding that is both sustainable and enhanced;

AND WHEREAS the Charitable Gaming Program cannot and should not exist without charities and communities being the priority behind the Program as it would otherwise fail in its mandate and its historical promise;

THEREFORE BE IT RESOLVED that the UBCM urge the Government of BC to form a committee to provide for the restoration of the Community Charitable Gaming Grant program and grants to the funding levels of 2008/2009, re-implement a 3 year grant funding model for stability of programming and provide a proportional share of the gaming revenues to community organizations so that as revenues increase, gaming grant funding increases proportionately.

2. Call for a Poverty Reduction Plan for British Columbia

WHEREAS the poverty rate in British Columbia continues to be among the highest in Canada yet BC is the last province in Canada to have a commitment to a poverty reduction plan;

AND WHEREAS many impacts of poverty are experienced at the local level, and local residents pay for poverty in increased health care costs, higher crime, higher demand for community, social and charitable services, lack of school readiness, reduced school success, and lower economic productivity;

THEREFORE BE IT RESOLVED that the Union of British Columbia Municipalities urge the Government of BC to follow the lead of all provinces and territories by adopting a comprehensive and accountable provincial poverty reduction strategy to reduce the number of people living in poverty in BC by setting concrete targets and timelines to reduce poverty.

3. Federal Marijuana Tax Fund

WHEREAS BC local governments bear the financial burden of Federal Government policy approaches that emphasize enforcement of marijuana prohibition, consume significant portions of municipal budgets and that divert law enforcement attention away from criminal activities where police involvement can better improve community safety;

AND WHEREAS the UBCM in the past has endorsed a resolution that it lobby senior governments to research the regulation and taxation of marijuana that could provide funding to municipalities as a revenue source for police activities related to community safety and drug law enforcement;

AND WHEREAS the UBCM has reviewed possible taxation models and suggested a model similar to that of the gas tax fund, which would create a new revenue source for municipalities and that would be established within Federal legislation;

AND WHEREAS the Federal Government has indicated that it plans to consult with Canadians in 2016 and to introduce new marijuana legislation in 2017;

THEREFORE BE IT RESOLVED that the Union of British Columbia Municipalities urge the Government of BC to request the Federal Government include local government as part of the marijuana taxation equation through the establishment of a Federal Marijuana Tax that would provide revenue that would be shared with municipalities across the province.

On behalf of Prince George City Council, your support of these resolutions at the 2016 UBCM Convention is appreciated.

If you have any questions or would like more information, please contact me at cityclerk@princegeorge.ca or (250) 561-7793.

Sincerely,


Maureen Connelly
Deputy Corporate Officer

Encl. Staff Report dated June 17, 2016 - Proposed 2016 UBCM Resolutions

COMMITTEE REPORT TO COUNCIL

1100 Patricia Blvd. | Prince George, BC, Canada V2L 3V9 | www.princegeorge.ca

DATE: June 17, 2016

TO: MAYOR AND COUNCIL

NAME AND TITLE: Councillor Brian Skakun, Chair
Standing Committee on Intergovernmental Resolutions

SUBJECT: Proposed 2016 Union of British Columbia Municipalities Resolutions

ATTACHMENTS: Schedule A - Proposed Resolutions regarding Community Charitable Gaming Grant Program, Poverty Reduction Plan for BC, Federal Marijuana Tax Fund and Community Based Agricultural Extension Program Provincial Proposal

RECOMMENDATIONS:

THAT Council:

1. Endorse resolutions 1, 2, and 3, attached as Schedule A to the report dated June 17, 2016 titled "Proposed 2016 Union of British Columbia Municipalities (UBCM) Resolutions" to be submitted for consideration by the UBCM Resolutions Committee at the 2016 Convention; and
2. Support resolution 4, as outlined on Schedule A attached to the report dated June 17, 2016 titled "Proposed 2016 Union of British Columbia Municipalities (UBCM) Resolutions" regarding the June 16, 2016 resolution of the Regional District of Fraser-Fort George Board with respect to a Community Based Agricultural Extension Program Provincial Proposal.

PURPOSE:

For Council consideration and decision.

STRATEGIC PRIORITIES:

The Standing Committee on Intergovernmental Resolutions held meetings in the month of May and June to consider items referred by Council for consideration. At the last meeting of the Committee held June 14, 2016 the Committee directed the attached resolutions be forwarded for Council approval to submit to the Union of British Columbia Municipalities (UBCM) 2016 Convention. City Council referred three matters to the Committee for consideration of UBCM resolutions.

Resolution 1 regarding Gaming Grants was initiated by a delegation from the Northern Interior Communities Association who cited concerns with decreased funding. It recommends that the Province restore and enhance the funding arrangements or the Community Charitable Gaming Grant program so

that charitable groups and non-profit organizations in municipalities can provide services and programs integral to the health of every community.

The resolution regarding a Poverty Reduction Plan for BC came forward from Mayor Hall and urges the Province of BC to adopt a comprehensive poverty reduction strategy to reduce the number of people living in poverty by setting concrete targets and timelines for poverty reduction.

The third resolution regarding the Federal Marijuana Tax Fund was put forward by Committee. It encourages the federal government as part of any marijuana regulation and taxation program to include funding to local government as a revenue source.

The last item Beyond the Market Proposal for a Provincial Community-Based Extension Services Program is in regards to supporting the local food and agricultural sector across the BC Highway 16 region. Given the nature of the resolution and the wide area that would be impacted, the Committee requested that Administration contact the Regional District of Fraser-Fort George (RDFFG) to inquire on whether their board would consider taking the lead on this proposal. On June 16, 2016 the RDFFG Board passed a resolution outlined on Schedule A attached to this report and requested City Council's support for their resolution.

The deadline for resolution submissions to the UBCM is June 30, 2016.

SUMMARY AND CONCLUSION:

The Standing Committee on Intergovernmental Resolutions supports the attached three resolutions regarding a Community Charitable Gaming Grant Program, Federal Marijuana Tax Fund and Poverty Reduction Plan for BC and recommends they be advanced to the UBCM 2016 Convention for consideration.

RESPECTFULLY SUBMITTED:



Councillor Brian Skakun, Chair
Standing Committee on Intergovernmental Resolutions

MEETING DATE: June 27, 2016

City of Prince George UBCM Resolutions

1. Gaming Funds Available to Non-Profit Community Organizations

WHEREAS each year charitable groups and non-profit organizations in municipalities are challenged with finding enough funding to provide services and programs integral to the health of every community;

AND WHEREAS since the Provincial Government changed the Community Charitable Gaming Program from multiyear grants to a single year grant in 2010, the Gaming Program has demonstrated a shift towards inflexible policies, a reduction in gaming revenue, sectors removed and then reinstated after public pressure, with discretionary funding;

AND WHEREAS the reduction and elimination of this funding has impacted the ability of non-profit organizations to deliver services that contribute to the economic viability, sustainability and cultural fabric of our communities;

AND WHEREAS if community programming is viewed as a priority to the educational, cultural, recreational, environment, public safety and social wellbeing of every British Columbian, then Government of BC spending priorities need to include a Gaming Program with funding that is both sustainable and enhanced;

AND WHEREAS the Charitable Gaming Program cannot and should not exist without charities and communities being the priority behind the Program as it would otherwise fail in its mandate and its historical promise;

THEREFORE BE IT RESOLVED that the UBCM urge the Government of BC to form a committee to provide for the restoration of the Community Charitable Gaming Grant program and grants to the funding levels of 2008/2009, re-implement a 3 year grant funding model for stability of programming and provide a proportional share of the gaming revenues to community organizations so that as revenues increase, gaming grant funding increases proportionately.

2. Call for a Poverty Reduction Plan for British Columbia

WHEREAS the poverty rate in British Columbia continues to be among the highest in Canada yet BC is the last province in Canada to have a commitment to a poverty reduction plan;

AND WHEREAS many impacts of poverty are experienced at the local level, and local residents pay for poverty in increased health care costs, higher crime, higher demand for community, social and charitable services, lack of school readiness, reduced school success, and lower economic productivity;

THEREFORE BE IT RESOLVED that the Union of British Columbia Municipalities urge the Government of BC to follow the lead of all other provinces by adopting a comprehensive and accountable provincial poverty reduction strategy to reduce the number of people living in poverty in BC by setting concrete targets and timelines to reduce poverty.

3. Federal Marijuana Tax Fund

WHEREAS BC local governments bear the financial burden of Federal Government policy approaches that emphasize enforcement of marijuana prohibition, consume significant portions of municipal budgets and that divert law enforcement attention away from criminal activities where police involvement can better improve community safety;

AND WHEREAS the UBCM in the past has endorsed a resolution that it lobby senior governments to research the regulation and taxation of marijuana that could provide funding to municipalities as a revenue source for police activities related to community safety and drug law enforcement;

AND WHEREAS the UBCM has reviewed possible taxation models and suggested a model similar to that of the gas tax fund, which would create a new revenue source for municipalities and that would be established within Federal legislation;

AND WHEREAS the Federal Government has indicated that it plans to consult with Canadians in 2016 and to introduce new marijuana legislation in 2017;

THEREFORE BE IT RESOLVED that the Union of British Columbia Municipalities urge the Government of BC to request the Federal Government include local government as part of the marijuana taxation equation through the establishment of a Federal Marijuana Tax that would provide revenue that would be shared with municipalities across the province.

4. Community Based Agricultural Extension Program Provincial Proposal

WHEREAS the agriculture industry in B.C. is an extremely important economic sector providing strong and independent jobs with good potential for growth with the right forms of support;

AND WHEREAS British Columbia has the oldest farmers on average in Canada (56 years) and the lowest percentage of farmers under 25 years of age, necessitating the need for training a new generation of farmers;

AND WHEREAS there are significant gaps in knowledge and training for existing farmers and those wanting to enter the agriculture sector;

AND WHEREAS there is a lack of agriculture extension services across British Columbia, often cited as a significant barrier to new and young farmers;

THEREFORE be it resolved that in support of the Province of British Columbia's Jobs Strategy, that UBCM call upon the Province to deliver a province-wide community based agricultural extension program to support knowledge enhancement for new, prospective and existing farmers.

Air Quality Council Meeting: June 16th, 2016

Notes from the meeting held on Thursday June 16th, 2016 at 2:00 pm in the
ACRD Board Room, 3008 Fifth Avenue, Port Alberni, BC

Present:	Chris Alemany (City of Port Alberni) Judy Carlson (Community at large) Larry Cross (Catalyst Paper) Dave Jarrett (Community at large) Earle Plain (MOE) Sarah Thomas (Chair) Cynthia Dick (Tseshaht First Nation) Bernadette Wyton (Community at large) Lucus Banton (ACRD, Director Cherry Creek) Patty Edwards (MLA's Office) John McNabb (ACRD) Andrew McGifford (ACRD Environmental Services) Ashley Popovich (Catalyst Paper) Gary Swann (Community member) Jade Yedia (Island Health)
Regrets:	Tim Pley (Fire Department)

Introductions

It was moved and seconded that the agenda be approved.

The minutes from April 21 meeting of the Air Quality Council were accepted as distributed. Moved and seconded. Carried.

1. Woodstove Exchange Update

What is the current voucher count?	20 vouchers have been claimed 12 of those are complete and the money dispersed. 11 vouchers remaining.
What are next steps?	See how it goes over the summer and review where we are at in the fall. Infographic series to be launched in the fall.

2. Catalyst Sustainability Report

What is the Catalyst Sustainability Report?	An annual document put out by the mill that outlines key points, stories, highlights, and low-lights of the previous year. The report outlines social, environmental, and financial sustainability. It is available at: http://www.catalystpaper.com/investors/sustainability-reports
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	Note: there is specific data in the back that compares parameters such as emissions by mill etc. June 7th <i>Corporate Knights</i> magazine highlighted Catalyst Paper under the category of 'clean capitalism'. Catalyst was one of 2 pulp and paper mills in Canada that made the list. Congratulations to Catalyst for their recognition in this publication. For more information the report can be found at: http://www.corporateknights.com/reports-landing-page/
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3. Cantimber Update

What is the current status?	- Smoke that seems to be attributed to Cantimber has been, at times, affecting the residential area in south port. - A number of complaints have been received from the public regarding the operations at the Cantimber facility. - no public agency has publicly released information regarding the situation.
What is the role of the AQC?	The role of the AQC is to ask questions and help make information available to the public as well as directing people to the appropriate agencies. It was decided that it would be wise for the Air Quality Council to make public some information regarding the AQC perspective of the project and put forward some recommendations to the City, ACRD, PAPA, and Cantimber. A 'Concerns and Recommendations' document was drafted and presented at the meeting. A few adjustments were made. It was moved, seconded and carried that <i>The 'concerns and recommendations' document would be edited as discussed and would be formally released to the public and distributed to the City of Port Alberni, the ACRD, the Port Alberni Port Authority, and Cantimber.</i> The final version of this document is included in the Appendix below.
Cantimber and the AQC	Cantimber approached the AQC regarding participation in the AQC. Cantimber was specifically invited to come and participate in the May Air Quality Forum which they did with thanks. Members of the AQC felt that the time was not right for cantimber to be a member on the council but that it would be good to have PAPA and Cantimber come as a delegation in the near future. They will be invited for the first meeting in the fall.

4. Alberni Valley Air Quality Report – Presentation and Discussion

What is included in this Ministry of Environment Air Quality Report?	Air quality data from the last 5 years including Alberni elementary monitoring site data, the mobile monitor that was positioned at the Firehall during 2014, and nephelometer study that was completed in 2013.
What key questions are addressed in the report?	Is the current monitoring site representative? What is the spatial distribution of PM 2.5 in Port Alberni?
What are key findings from the report?	- Geography – mountains inhibit air circulation particularly in the winter. - Drainage flows are particularly important in Port Alberni. A lot of flow along Cherry Creek. 21% calm in the winter. An important parameter. - PM2.5 is a health issue. Combustion is the mainsource.
How can particular sources of air pollution be identified?	Hebdimodal plots. Show the temporal changes. For instance it is evident that emissions are highest on Sundays which suggests residential burning to be a major source.
What is the PM2.5 variation across town?	More impact at the elementary school than at the firehall >> indicates impact from out of town. Arrowview housing area – particular pollution impacts >> couple bad woodstoves? See more impacts from industrial sector during the summer upslope in Port Alberni. North port, Hupacasath, Tseshah, and Cherry Creek are hot spots for wood-smoke during the cold months.
What are important sources to work on reducing? What recommendations were put forward?	Woodstoves open burning Continue with airshed management table continuous improvement marine emissions and cantimber emissions need to be managed. Updating OBSCR (in process) continue work with forest sector continue to improve bylaws and education
Where can the full report be found?	http://www.bcairquality.ca/reports/pdfs/port-alberni-aq-report.pdf
DISCUSSION	

What questions were discussed?	Where do we go from here? How do we use this information as leverage? Who else needs to be involved?
What is the status of ACRD bylaw development?	On the work order. There is certainly an appetite on the board to move forward with this. - Want more alternatives to burning such as compost program. - concern about duplication of service and that if ACRD does a bylaw, conservation officers would defer to ACRD staff rather than ticket.
Where should the Air Quality report go from here?	Tool to bring to the community. Should do some media outreach on this. Perhaps turn it into a short video clip or flyer for easy absorption by the public. Island Health can help with health messaging and help with bylaw creation.

Next Meeting – October 13th, 2016, 2pm, ACRD Board Room.

Adjourn – Meeting adjourned at 4:30 pm.



June 16, 2016
Port Alberni Air Quality Council

Cantimber – Inner City Smoke Pollution

Some problems related to smoke emissions from Cantimber are:

1. Cantimber is established within a high-density population.
2. Regular smoke events put citizens in proximate neighbourhoods at risk.
3. The smoke has a strong, acrid, creosote smell that may be particularly toxic.
4. Emissions may be creating an occupational hazard for Cantimber employees and others working on the waterfront.
5. Emissions have a negative aesthetic impact that further degrades the enjoyment of residents and tourists in the Harbour Quay area.
6. There is a lack of transparency around Cantimber operations. Knowledge of their operations is proprietary and their processes are patent-pending. If part of the technology they are employing is experimental or has not been fully developed, then the surrounding citizens have been put in a vulnerable position. Given the risks, it is not clear why the City and the Port Authority would agree to a product development phase of this nature within the heart of the city.
7. There is a lack of integration and oversight with regard to Port Authority industrial and economic development planning.

Some recommendations to address these problems are:

1. CONTINUOUS MONITORING

It is advisable to have continuous monitoring put in place, especially during the trial phase of Cantimber operations. It should be left in place until there are virtually no emissions, as predicted by Cantimber.

It may be necessary to have continuous monitoring at more than one site. Final decisions regarding monitor placement should be made by the MOE based on meteorological data.

2. STACK MONITORING

It is advisable to conduct some stack monitoring, at least at start-up phase, to assess the nature of Cantimber emissions.

3. GAS-FIRED BACKUP

Cantimber puts great emphasis on using only wood to fire their operations. To avoid regular or sporadic pollution events, it is advisable that the company install some natural gas-firing capacity, especially for start up and combustion upsets.

4. TRIAL PHASE DEADLINE

There should be a time limit set for trial operations. By that deadline, if emissions are not reduced to negligible, as promised, there should be a plan to move the operation out of the city.

5. THIRD PARTY REVIEW

It is advisable to have a 3rd part review of the technology and equipment being used by Cantimber.

6. SUSPEND COMMERCIAL ACTIVITY

Operating to fill commercial orders should not take place until emissions are consistently low.

7. INTEGRATION/OVERSIGHT

Although the Ministry of Environment does not have direct jurisdiction over the Port Authority, pollution from their land is crossing into provincial and municipal territory. A higher level of environmental oversight is crucial for this project.

8. PROTOCOL

The AQC is frequently called in when there are problems but is often completely ignored when deals like that with Cantimber are made. It is advisable that the City, ACRD, and Port Authority consult the AQC before making decisions that may have an impact on air quality.

Public Interface and Role of the Air Quality Council

When air quality problems arise, part of the AQC's role in airshed protection is providing recommendations to minimize air pollution and maximize the best air quality possible. This document is one such example of that and outlines our concerns regarding the current Cantimber operations.

The AQC encourages complainants to register their concerns in writing to the Port Authority and the City and also to record their complaints by phoning the RAPP line (1-877-952-7277).

NEWS RELEASE

For Immediate Release
2016TRAN0197-001309
July 20, 2016

Ministry of Transportation and Infrastructure

Communities on Vancouver Island benefit from BikeBC funding

VICTORIA – Communities on Vancouver Island will receive almost \$2.7 million in BikeBC funding this year for seven cycling infrastructure projects to expand and build cycling lanes, trails and paths for cyclists and pedestrians.

“We always have a lot of interest from municipalities for funding support to expand their cycling infrastructure, and this year was no exception,” said Minister of Transportation and Infrastructure Todd Stone. “Local governments in every region of Vancouver Island want to provide residents and visitors more opportunities to cycle for commuting, recreation and tourism and our BikeBC program helps them do that.”

Seven projects on Vancouver Island will receive BikeBC funding:

- Capital Regional District: E&N Rail Trail, Maplebank Road to Hallowell Road – \$1 million
- Langford: Dunford Avenue separated bike lanes – \$203,050
- Saanich: Lansdowne bike lanes – \$450,000
- Victoria: Pandora two-way protected bicycle facility – \$890,492
- Nanaimo: Buttertubs Drive multi-use path – \$64,025
- Port Alberni: Port Alberni bike route improvements – \$50,875
- Alberni-Clayoquot Regional District: Cherry Creek cycling and walking trail – \$38,549

“As a proponent of physical activity and healthy living, this commitment by our government for increased cycling infrastructure funding is fantastic,” said MLA for Parksville-Qualicum Michelle Stilwell. “Vancouver Island is a prime location for using cycling as an alternative transportation option, and I see more and more British Columbians and tourists taking advantage of the multitude of cycling paths and trails we have to offer.”

BikeBC is the Province’s cost-sharing program that helps communities build cycling projects that attract and support commuter and tourism cyclists. The funding is part of B.C. on the Move, the government’s 10-year transportation plan. The ministry committed to \$18 million over three years to cost-share with municipalities on projects like bike trails, pedestrian bridges, multi-use paths and shoulder bikeways.

“This funding support through the BikeBC program makes a big difference to communities planning their cycling projects,” said MLA for Comox Valley Don McRae. “During the B.C. on the Move consultations last year, increased cycling infrastructure was a popular topic, so it’s great to see the tangible results of this significant funding commitment.”

Since 2001, the Government of B.C. has invested more than \$220 million in cycling grants and infrastructure across the province.

Cycling contributes to increased physical activity and helps reduce greenhouse gases. Projects receiving funding this year cover a range of initiatives, including bike lanes, multi-use trails and improvements to roads and highways to allow better shared use for cyclists.

Through B.C. on the Move, the Ministry of Transportation and Infrastructure will invest almost \$2.7 billion over the next three years to improve British Columbia's transportation network.

Learn More:

For more information about Bike BC, visit: www.th.gov.bc.ca/BikeBC

Media Contact:

Government Communications and Public
Engagement
Ministry of Transportation and Infrastructure
250 356-8241

Connect with the Province of B.C. at: www.gov.bc.ca/connect