

CITY OF PORT ALBERNI - MEETING SCHEDULE

MONDAY, JUNE 13, 2016

2:00 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

Mon. June 27	Public Hearing	OPEN MEETING
5:45 pm	Re: Bylaw's 4911, 4912, 4913 and 4914 <i>@ Council Chambers</i>	

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, JUNE 13, 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. 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. Late items identified by Councillors.
2. 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 16

1. Special Meeting held at 1:00 pm and Regular Council Meeting held at 7:00 pm on May 24, 2016.

C. PUBLIC INPUT PERIOD

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

D. DELEGATIONS

1. A/City Manager - Introduction of Manager of Human Resources

Acting City Manager to introduce Krista Tremblay as the new Manager of Human Resources.

2. ADSS Social Studies 11 Class - Save Our Soles - Page 28

Students of the ADSS Social Studies 11 Class in attendance to request repair of a path commonly used by students.

3. Wayne James - Page 29

In attendance to discuss issues including logging in our watershed; Plywood Site Lots A & B sale and renaming roads.

4. Thunder in the Valley - Page 30

Bill Surry President Alberni Valley Drag Race Assoc. to bring forward the remaining concerns regarding Stamp Avenue, specifically to remove Median or part of, and widen Burnout Box.

E. UNFINISHED BUSINESS

Includes items carried forward from previous Council meetings.

Notices of Motion from May 24, 2016

1. Wildfire Management Plan

That Council for the City of Port Alberni direct staff to work with the BC Wildfire Service, ACRD and other stakeholders to create a wildfire management plan for the City of Port Alberni.

2. Recognition of First Nations

That Council for the City of Port Alberni acknowledge the traditional territories of the Tseshah and Hupacasath First Nations or other First Nation as necessary at all future City of Port Alberni Council meetings and events.

3. McLean Mill Board of Management

That Council for the City of Port Alberni direct staff to proceed to advertise for the three remaining positions on the board of Management for the McLean Mill.

4. City Planner - Possible Street Renaming - Page 31

Report dated June 7, 2016 providing information regarding cost estimates for a possible renaming of Gertrude Street, Stamp Avenue and 3rd Avenue

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

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 June 13, 2016 be received and the cheques numbered _____ to _____ inclusive, in payment of accounts totalling \$_____, be approved.

2. Director of Finance - Audit Committee - Page 34

That the minutes of the February 22, 2016 Audit Committee; the Responses to Questions arising from that meeting dated February 29, 2015, the financial statements ending March 31, 2016 and the Vendor Cheque Register Report from November 18, 2015 to February 14, 2016, be received.

3. City Clerk - Proposed Property Dispositions - Page 72

Report dated June 7, 2016 confirming completion of the notice period for proposed property dispositions.

That the report from the City Clerk dated April 7, 2016 be received.

4. Deputy City Clerk/Communications Coordinator - UBCM Meeting Requests - Page 136

Report dated June 2, 2016 requesting direction regarding meeting requests with Premier Clark and Cabinet Members at the upcoming Union of British Columbia Municipalities (UBCM) Convention by July 4, 2016.

That the Deputy City Clerk/Communications Coordinator's report dated June 2, 2016, be received.

5. Director of Finance - Strategic Community Investment (SCI) and Traffic Fine Revenue Sharing (TFRS) Funds Plan & Progress Report - Page 137

Report dated June 13, 2016 providing a report summarizing where the Strategic Community Investment and Traffic Fine Revenue Sharing funds were applied, the intended uses and the targets.

That the report from the Director of Finance dated June 7, 2016 and the 2015 Strategic Community Investment and Traffic Fine Revenue Sharing Funds Plan and Progress Report, be received.

6. Director of Finance - Final Climate Action Revenue Incentive Program (CARIP) Report - Page 139

Report dated May 20, 2016 providing the final report on CARIP for the year 2015.

That the report dated May 20, 2016 from the Director of Finance, be received and Council for the City of Port Alberni approve the Final Report as produced under the Climate Action Revenue Incentive Program for the year 2015.

7. City Planner - Senior Housing Stakeholders Initiative - Page 174

Report dated June 6, 2016 to consider allocating \$10,000.00 budgeted for a Seniors Housing Initiative to the Alberni Valley Community Stakeholders Initiative.

That the report from the City Planner dated June 1, 2016 be received and Council for the City of Port Alberni contribute \$10,000.00 to the Alberni Valley Community Stakeholders Initiative for a part time Committee Coordinator to complete the following:

- *Form and operate a Senior Housing Stakeholder group.*
- *Provide a report to City Council on the progress of the Senior Housing Stakeholder group by January 2017.*

8. Director of Community Services - Community Investment Program 2016 - Late Request - Page 176

Report dated June 6, 2016 requesting approval of a late request from the Portal Players Dramatic Society for \$50.00 in kind grant through the Community Investment Program.

That the report from the Director of Community Services dated June 6, 2016, be received and Council for the City of Port Alberni approve the request from the Portal Players Dramatic Society for an in-kind grant of \$50.00 for the permit fee to close the sidewalk on the 4th Avenue side of the Capitol Theatre during the mural painting hours.

9. Director of Community Services - Grant Application Canada 150 Community Infrastructure Program - Page 178

Report dated June 6, 2016 requesting approval to submit a grant application to the Canada 150 Infrastructure Program for Recreation Park upgrades.

That the report from the Director of Community Services dated June 6, 2016 be received, and Council for the City of Port Alberni approve the submission of the Canada 150 Infrastructure Grant for Recreation Park upgrades (lacrosse box, Gyro Youth Centre, basketball court, pump track and Stadium) and budget the City's contribution in the 2017 and 2018 budgets.

10. Major Capital Projects Advisor - Sewage Lagoon - Page 181

Report dated June 13, 2016 providing background on the City's sewage treatment facility with a focus on the Liquid Waste Management Plan, the Federal grant supporting sewage treatment upgrades, and the current status and cost estimates for completion of the treatment facility redevelopment.

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 and referred to a Special Meeting of Council for further consideration at a date to be confirmed.

11. City Planner – Development Permit No. 16-01 (Alberni District Cooperative Association, 3820 - 10th Avenue) - Page 191

Report dated June 8, 2016 from the City Planner regarding consideration of an application for Development Permit No. 16-01 to facilitate the construction of a Co-op gas station at 3820 - 10th Avenue.

That the report dated June 8, 2016, be received and Council for the City of Port Alberni approve Development Permit No. 16-01 and that the City Clerk be authorized to sign the permit.

12. Current Status Report - Page 217

That the Current Status Report be received.

13. Managers' Monthly Reports

Providing information about current departmental operations.

Planning Department - Page 223

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

Engineering Department - Page 224

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

Community Services (Parks, Recreation & Heritage) - Page 225

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

*** Recess ***

G. BYLAWS

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

1. City Planner - Advisory Planning Commission - Page 231

The summary report of the May 19, 2016 meeting of the Advisory Planning Commission is provided for Council's consideration of the following applications:

Development Application: Proposed amendment to Zoning Bylaw
6031 River Road - Lot 38, Block 17, District Lot 9, Alberni District, Plan VIP1585
Applicant: T. Shaw

That Council for the City of Port Alberni proceed with a map amendment to the Schedule A Zoning Bylaw Map to rezone Lot 38, Block 17, District Lot 9, Alberni District, Plan VIP1585, located at 6031 River Road, from 'RR2 Semi Rural Residential' to 'R2 One and Two Family Residential'.

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

That "Zoning Bylaw Map Amendment No. 15 (6031 River Road - Shaw), Bylaw No. 4911", be now introduced and read a first time.

That "Zoning Bylaw Map Amendment No. 15 (6031 River Road - Shaw), Bylaw No. 4911", be read a second time.

Development Application: Proposed amendment to Official Community Plan Bylaw and Zoning Bylaw
4815 Argyle Street, Lot 7, Block 41, District Lot 1, Alberni District, Plan 197B and Parcel A (being a consolidation of Lots 8 and 9, District Lot 1, Block 31, Alberni District, Plan 197B.
Applicant: C. Patterson

That Council for the City of Port Alberni proceed with a map amendment to the Official Community Plan Schedule A Land Use Map to change the designation of Lot 7, Block 41, District Lot 1, Alberni District, Plan 197B and Parcel A (being a consolidation of Lots 8 and 9), District Lot 1, Block 41, Alberni District, Plan 197B located at 4815 Argyle Street, from 'General Commercial Use' to 'Multi-Family Residential Use'.

That Council for the City of Port Alberni proceed with a map amendment to the Official Community Plan Schedule B Development Permit Areas Map to change the designation of Lot 7, Block 41, District Lot 1, Alberni District, Plan 197B and Parcel A (being a consolidation of Lots 8 and 9), District Lot 1, Block 41, Alberni District, Plan 197B, located at 4815 Argyle Street, from 'Development Permit Area No. 2 (General Commercial)' to 'Development Permit Area No. 1 (Multiple Family Residential)'.

That Council for the City of Port Alberni proceed with a map amendment to the Schedule A Zoning Bylaw Map to rezone Lot 7, Block 41, District Lot 1, Alberni District, Plan 197B and Parcel A (being a consolidation of Lots 8 and 9), District Lot 1, Block 41, Alberni District, Plan 197B, located at 4815 Argyle Street, from 'C7 – Core Business' to 'RM3 – High Density Multiple Family Residential'.

That Council for the City of Port Alberni proceed with text amendments to the Zoning Bylaw as follows:

Under Section 5.24.5 Site Specific Uses, edit the table to remove the site specific provisions for Parcel A (being a consolidation of Lots 8 and 9), District Lot 1, Block 41, Alberni District, Plan 197B, located at 4815 Argyle Street (Char's Landing).

Add Section 5.16.4 Site Specific Uses, and include the following table in that section as follows:

Use	Site Address	Site Legal Description
Hostel Restaurant Pub Assembly	4815 Argyle Street	Lot 7, Block 41, District Lot 1, Alberni District, Plan 197B and Parcel A (being a consolidation of Lots 8 and 9), District Lot 1, Block 41, Alberni District, Plan 197B

That as part of the development process the applicant be required to consolidate the properties into one legal parcel.

"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 introduced and read a first time.

That "Official Community Plan Amendment No. 21 (4815 Argyle Street - Patterson), Bylaw No. 4912", be read a second time.

"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 introduced and read a first time.

That "Zoning Bylaw Map Amendment No. 16 (4815 Argyle Street - Patterson), Bylaw No. 4913", be read a second time.

"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 introduced and read a first time.

That "Zoning Bylaw Text Amendment No. T10 (Site Specific - RM3 High Density Multiple Family Residential), Bylaw No. 4914", be read a second time.

Setting Public Hearing for Bylaws Numbered 4911, 4912, 4913 and 4914

That the following Bylaws be advanced to a Public Hearing on Monday, June 27, 2016 at 5:45 pm in the City Hall Council Chambers:

- "Zoning Bylaw Map Amendment No. 15 (6031 River Road - Shaw), Bylaw No. 4911";
- "Official Community Plan Amendment No. 21 (4815 Argyle Street - Patterson), Bylaw No. 4912",
- "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".

**2. Deputy City Clerk/Communications Coordinator -
May 30, 2016 Public Hearing Report - Page 261**

That the report of the Public Hearing held May 30, 2015 regarding Bylaw No. 4907, No. 4908 and No. 4909, be received.

"Zoning Text Amendment T9 (3135 2nd Avenue - K. Ambrose), Bylaw No. 4907"

That "Zoning Text Amendment T9 (3135 2nd Avenue - K. Ambrose), Bylaw No. 4907", be read a third time.

That "Zoning Text Amendment T9 (3135 2nd Avenue - K. Ambrose), Bylaw No. 4907", be now finally adopted, signed by the Mayor and Clerk, sealed with the corporate seal and numbered 4907.

"Zoning Bylaw Map Amendment No. 13 (4981 Ian Avenue - D. Paquette), Bylaw No. 4908"

That "Zoning Bylaw Map Amendment No. 13 (4981 Ian Avenue - D. Paquette), Bylaw No. 4908" be read a third time.

"Zoning Bylaw Map Amendment No. 14 (5820 Pierce Road - R. Van Vliet), Bylaw No. 4909"

That "Zoning Bylaw Map Amendment No. 14 (5820 Pierce Road - R. Van Vliet), Bylaw No. 4909", be read a third time.

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. Eric Hockaday - Page 266

Letter dated May 23, 2016 requesting a gravel area close to water at Canal Beach to facilitate easier launching of his kayak.

That the letter dated May 23, 2016 requesting a gravel area close to water at Canal Beach to facilitate easier launching of his kayak, be received and forwarded to the Director of Community Services.

2. Alberni District Fall Fair Association - Page 267

Letter dated May 31, 2016 requesting use of space at the corner of Beaver Creek Road and River Road during Salmon Festival to sell raffle tickets for the Fall Fair car and also requesting permission to close City Streets on the Fall Fair Parade route on Saturday, September 10, 2016. *(Note: Deputy City Clerk to coordinate Mayor/Designate attendance at Logger Sports Opening Ceremonies).*

That Council for the City of Port Alberni authorize the Alberni District Fall Fair Association to sell their car raffle tickets at the corner of Beaver Creek Road and River Road during this year's Salmon Festival event.

That the request to close City streets along 10th Avenue to the Fair Grounds from 11:00 am to the conclusion of the parade on Saturday, September 10, 2016, be received and Council concur with the request subject to the City's stated road closure conditions.

3. Vancouver Island Crisis Society - Page 268

Letter received May 30, 2016 requesting funding to support programs.

That the letter dated May 30, 2016 requesting funding to support programs, be received.

4. Glenda Bertolucci, RN, BsN, Representative of the Baby Bed Committee - Page 270

Letter dated June 6, 2016 attaching information regarding the Baby Bed Project for West Coast babies and newborns and requesting donation of storage space for baby beds.

That the letter dated June 8, 2016 attaching information regarding the Baby Bed Project and requesting donation of storage space for baby beds, be received and referred to staff to provide assistance to the Committee in securing appropriate space.

5. Alberni Valley Chamber of Commerce - Page 274

Letter dated June 8, 2016 requesting Council re-focus their plan to rename the Gertrude/Stamp/3rd Avenue stretch of roadway that would not require unforeseen costs to residents/businesses.

That the letter dated June 8, 2016 requesting Council re-focus their plan to rename the Gertrude/Stamp/3rd Avenue stretch of roadway, be received.

I. PROCLAMATIONS

1. United Way - Page 279

E-mail dated May 30, 2016 requesting that the month of October be proclaimed as "United Way Month" in Port Alberni.

That the e-mail dated May 30, 2016, be received and that October be proclaimed as "United Way Month" in Port Alberni.

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. Island Health - Page 281

Letter dated May 27, 2016 replying to the Mayor's letter dated March 30, 2016 (*attached*) regarding patient concerns brought forward at a City Council meeting related to overcapacity and patient relocations into overflow areas while in hospital.

2. Renaming 3rd Avenue / Stamp Avenue / Gertrude Street - Page 283

Correspondence opposed to the renaming of 3rd Avenue/Stamp Avenue/Gertrude Street received from:

Arlene McLaren - e-mail dated May 30, 2016

Alberni District Historical Society - letter dated May 20, 2016

Mae LeBlanc - e-mail dated May 25, 2016

3. Minister of Technology, Innovation and Citizens' Services - Page 286

Letter dated May 18, 2016 responding to the Mayor's letter dated December 22, 2015 (*attached*) regarding concerns about Marijuana dispensaries incorporated as non-profit societies under the provincial *Society Act*.

4. Ducks Unlimited Canada - Page 289

Letter dated May 26, 2016 providing its 2016 annual Report on Ducks Unlimited Canada's limited hunt of Canada geese in Somass Estuary.

5. Vancouver Island Regional Library (VIRL) Board of Trustees - Page 294

Enclosing its 2015 Annual Report (*in "Reading File" and available online at virl.bc.ca PDF/interactive flipbook*) and a newsletter "From the Board Table".

6. The Corporation of the City of North Vancouver - Page 304

Memorandum dated June 2, 2016 advising of their resolution to the Union of British Columbia Municipalities (UBCM) requesting implementation of a "Cigarette Butt Deposit - Return Program" for elimination of cigarette litter.

7. Young Professionals of the Alberni Valley (YPAV) - Page 315

E-mail dated June 5, 2016 attaching a letter thanking the City for help in hosting the successful Alberni Canal Downwind Challenge (ACDC) and entertainment at Canal Beach on June 4, 2016.

8. Jeffrey R. Cook - Page 317

E-mail dated June 2, 2016 suggesting that recycle bins be put beside garbage cans at our sports fields to prevent recyclables from being thrown into garbage bins. (*See Director of Community Services Monthly Report, F.11*).

That Informational Correspondence items numbered 1 through 8 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

- a) Councillor Alemany links to reports from AVICC, UBCM and FCM Conventions. *(In Council's "Reading File")*.

<http://www.chrisalemany.ca/origdocuments/city/FCM-2016-Report-Chris-Alemany.pdf>

<http://www.chrisalemany.ca/origdocuments/city/AVICC-2016-Report-Chris%20Alemany.pdf>

http://www.chrisalemany.ca/origdocuments/city/UBCM_2015-Report-Chris%20Alemany.pdf

That the Councillors' verbal reports be received.

M. NEW BUSINESS

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

1. Commemorative Plaque

That Council for the City of Port Alberni direct staff to work with the local Kinsmen and Kinettes to install the special commemorative plaque given by the City in recognition of their contribution in the aftermath of the 1964 tsunami.

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, MAY 24, 2016 AT 1:00 PM
IN THE CITY HALL COMMITTEE ROOM**

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

LATE: Councillor Alemany (2:12 p.m.)

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)(e) the acquisition, disposition or expropriation of
land or improvements**

CARRIED

CERTIFIED CORRECT

Mayor Mike Ruttan

Davina Hartwell, City Clerk

J:\Clerks\Council\RegularCouncilMeetings\Minutes\SICC Minutes_1 page\2016\May 24_Special_In-Camera.docx

ENTERED

**MINUTES OF THE REGULAR MEETING OF COUNCIL
HELD TUESDAY, MAY 24, 2016 AT 7:00 PM
IN THE CITY HALL COUNCIL CHAMBERS**

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

The next item added to the basic emergency supply kit being prepared in advance of the coastal exercise in June was clothing.

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

It was moved and seconded:

That the agenda be approved as circulated.

CARRIED

B. ADOPTION OF MINUTES

It was moved and seconded:

That the minutes of the Special Meeting held at 3:00 pm and Regular Council Meeting held at 7:00 pm on May 9, 2016 be adopted.

CARRIED

C. PUBLIC INPUT PERIOD

David Campbell attended to advise that he is planning a skateboard event in August to promote safe skills for youth.

Ernie Luchka suggested Gertrude/Stamp/3rd Ave be renamed 'MacMillan Bloedel Blvd' in acknowledgement of their history in the community.

ENTERED

D. DELEGATIONS

1. Mike Hadley/Jason Ferguson, Kinsmen Club

Provided information on their proposed soap box derby on July 30th on Argyle Street between 7th Avenue and 4th Avenue.

It was moved and seconded:

That Council for the City of Port Alberni authorize a closure of Argyle Street between 7th Avenue and 4th Avenue from 11:00 a.m. to 5:00 p.m. on Saturday, July 30th, 2016 to accommodate the Kinsmen Soap Box Derby event subject to notification of emergency services, consultation with affected businesses and residents and provision of standard liability insurance.

CARRIED

2. Steven Brown, Principal, EJ Dunn Elementary School

Invited Mayor and Council to their potlatch on June 10, 2016 focussed on new beginnings for the school.

3. Sandy McRuer

Presented the Valley of Trails website dedicated to outdoor adventure in the Alberni Valley.

E. UNFINISHED BUSINESS

1. Acting City Manager – Museum Stakeholder Working Group – Clarification

It was moved and seconded:

That the report from the Acting City Manager dated May 12, 2016 providing clarification regarding the structure and purpose of a stakeholder working group identified in a report to Council on April 11, 2016 with regard to an alternate delivery model for the museum and heritage services, be received.

CARRIED

F. STAFF REPORTS

1. Accounts

It was moved and seconded:

That the certification of the Director of Finance dated May 24, 2016 be received and the cheques numbered 134995 to 135210 inclusive, in payment of accounts totalling \$1,042,714.03, be approved.

CARRIED

2. City Engineer – Vacant Property Maintenance Concerns

It was moved and seconded:

That the City Engineer's report dated May 17, 2016, be received and Council for the City of Port Alberni direct staff to review enabling legislation and bring forward a report based on the Engineer's report, recommending amendments to the City's property maintenance bylaw for Council's consideration.

CARRIED

3. City Clerk – Licence to Occupy – 5020 Dunbar Street

It was moved and seconded:

That the report from the City Clerk dated May 18, 2016 be received and Council for the City of Port Alberni authorize the Mayor and Clerk to enter into a Licence to Occupy with Imperial Oil Limited for property at 5020 Dunbar Street.

CARRIED

4. **City Engineer – TFN Service Connection Request – South of Cameron Heights**

It moved and seconded:

That the City Engineer's report dated May 17, 2016, be received and Council for the City of Port Alberni approve the request from the Tseshahht First Nation for provision of water and sewer services to a single family home south of Cameron Heights on Polly's Point Reserve at an estimated cost of \$15,000, and that a paved driveway approach be required as part of the access permit.

CARRIED

5. **City Clerk – Request to Purchase City Owned Property - 4th Avenue**

It was moved and seconded:

That the report from the City Clerk dated May 18, 2016 be received and Council for the City of Port Alberni authorize the sale of 3062 – 4th Avenue (LT 5 BLK 55 DL 1 ALD PL VIP197B) to Little Bavaria Restaurant Ltd. for \$28,000 plus applicable taxes and proceed with public notice of the City's intent to dispose of the lands in accordance with Community Charter legislation.

CARRIED

6. **City Planner – Waiving of Development Cost Charges**

It was moved and seconded:

That the report from the City Planner dated May 18, 2016 regarding a request for a Development Cost Charge or tax exemption, be received.

CARRIED

7. **Current Status Report**

It was moved and seconded:

That the Current Status Report be received and #19 upgraded to high priority.

CARRIED

8. Managers' Monthly Reports

Engineering Department

It was moved and seconded:

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

CARRIED

RCMP Department

It was moved and seconded:

That the monthly reports from the RCMP providing information about current departmental operations, be received.

CARRIED

Economic Development

It was moved and seconded:

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

CARRIED

8.1 Rural Dividend Fund

It was moved and seconded:

That Council for the City of Port Alberni authorize the submission of an application to the BC Rural Dividend Program for the Alberni Valley Tourism Training Program and that Council support this project through its duration.

CARRIED

G. BYLAWS NIL

H. **CORRESPONDENCE FOR ACTION**

1. **ADSS Class of 2016, Parent Grad Committee**

It was moved and seconded:

That the letter dated April 29, 2016 from the ADSS Class of 2016 Parent Grad Committee requesting use of City streets for a Grad Parade on Saturday, June 25, 2016 from 5:00 pm to 6:30 pm, be received and approved subject to the provision of \$2,000,000 liability insurance in the City's name and pertinent information being provided to the RCMP, Fire Department and BC Ambulance.

CARRIED

2. **District of North Saanich**

It was moved and seconded:

That the letter dated April 28, 2016 from the District of North Saanich requesting financial support in their legal action against NavCanada, be received and staff directed to review the action and determine implications for Port Alberni.

CARRIED

3. **Victor Woods**

It was moved and seconded:

That the letter dated March 19, 2016 providing a copy of a letter addressed to Craig Daniell, Chief Executive Officer, BCSPCA outlining his recent experience with the Port Alberni SPCA, be received.

CARRIED

The Mayor called a recess at 8:30 pm.

The meeting resumed at 8:40 pm.

4. **Port Alberni Lawn Bowling Club**

It was moved and seconded:

That the letter dated May 10, 2016 concerned about vehicles attending events at adjacent sports fields blocking access to their Clubhouse, be received and referred to the Manager of Operations for review.

CARRIED

5. **David Peterson**

It was moved and seconded:

That the email dated May 17, 2016 providing suggestions for the City's fire preparedness plan, be received.

CARRIED

6. **Sally Anderson**

It was moved and seconded:

That the email dated May 11, 2016 expressing concern regarding the Gertrude Street bridge sidewalk, be received and a response provided.

CARRIED

7. **Port Alberni Refugee Sponsorship Committee**

It was moved and seconded:

That the letter dated May 19, 2016 requesting the donation of two bus passes for use by a Syrian refugee family, be received and Council for the City of Port Alberni provide two one month bus passes at a cost of \$96.00 with funding from the Community Investment Program.

CARRIED

I. PROCLAMATIONS

1. SPARC BC

It was moved and seconded:

That the letter from sparc bc dated April 27, 2016 requesting that June 4, 2016 be proclaimed as “Access Awareness Day” in Port Alberni be received and the day proclaimed as requested.

CARRIED

2. Cycle Alberni

It was moved and seconded:

That the letter from Cycle Alberni dated May 10, 2016 requesting that May 29 – June 4, 2016 be proclaimed as “Bike to Work and School Week” in Port Alberni be received and the week proclaimed as requested.

CARRIED

J. INFORMATIONAL CORRESPONDENCE

1. Randy Teichman

Letter received May 17, 2016 expressing disapproval regarding changing the street names of Gertrude Street, Stamp Avenue and 3rd Avenue and also for allowing the drag races on Stamp Avenue.

2. Renaming 3rd Avenue / Stamp Avenue / Gertrude Street

Emails opposed to the renaming of 3rd Avenue/Stamp Avenue/Gertrude Street received from:

Roland Smith - email dated May 10, 2016

Dorothy Bakken - email dated May 14, 2016

Annette Hamel - email dated May 16, 2016

Larry and Dawn McGifford - email dated May 11, 2016

Gina Cullum - email dated May 17, 2016

Dr. Owen Brown, Dr. Anneleen van Zyl, Dr. Andre van Zyl and Dr. Johan Smit - email dated May 18, 2016

Carol Cochran - email dated May 18, 2016

2.1 Shary and Ross Stevens – email dated May 20, 2016

3. **City of Cranbrook**
Email received May 10, 2016 providing a resolution their City has recently passed approving a \$1,000 donation from contingency to benefit Fort McMurray residents displaced from the wildfire.
4. **RCMP, Pacific Region - Municipal Policing Agreement**
Letter dated April 29, 2016 providing expenditures to March 31, 2016.
5. **Ministry of Public Safety and Solicitor General**
Letter dated May 4, 2016 advising a Working Group comprised of Policing and Security Branch, RCMP and Vancouver Island Municipal Police departments has been formed and tasked to explore and create a new service delivery structure for the investigation of major crimes on the Island and will be engaging with municipalities to give an update on the project.
6. **McLean Mill Advisory Committee**
The minutes of the February 25 and March 31, 2016 meetings.
7. **Western Forest Products Inc.**
Letter dated May 13, 2016 responding to the Mayor's letter of May 2, 2016 regarding the contract rate dispute which has resulted in a harvest delay in the Alberni region.
8. **Gary Lajeunesse**
Email dated May 4, 2016 expressing concern that the City's burning ban isn't enforceable in the rural areas.

It was moved and seconded:

That Council for the City of Port Alberni direct staff to provide an estimate of internal costs to the City associated with the proposed re-naming of Gertrude Street/Stamp Avenue/3rd Avenue.

CARRIED

It was moved and seconded:

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

CARRIED

K. **REPORT FROM IN-CAMERA** NIL

L. COUNCIL REPORTS

1. Mayor's Report

It was moved and seconded:

That the Mayor's verbal report be received.

CARRIED

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

It was moved and seconded:

That the Regional District verbal report be received.

CARRIED

3. Councillors' Reports

It was moved and seconded:

That the Councillors' verbal reports be received.

CARRIED

M. NEW BUSINESS

1. Notices of Motion

The following notices of motion were provided:

- that staff be directed to work with the BC Wildfire Service, ACRD and other stakeholders to create a wildfire management plan for the City of Port Alberni.
- that the Council Procedures Bylaw be amended to include acknowledgement of local First Nation traditional territories at the beginning of all Council Meetings.
- that staff be directed to proceed to advertise for the three remaining positions on the Board of Management for the McLean Mill.

2. **Travel Expenses**

It was moved and seconded:

That Council for the City of Port Alberni authorize travel expenses for the Mayor and Councillor McLeman's trip on May 3, 2016 to Kilby Historic Site.

CARRIED

N. **QUESTION PERIOD**

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

O. **ADJOURNMENT**

It was moved and seconded:

That the meeting adjourn at 9:13 pm.

CARRIED

CERTIFIED CORRECT

Mayor



Clerk

From: Anne Ostwald [<mailto:aostwald@sd70.bc.ca>]
Sent: Wednesday, May 11, 2016 8:41 AM
To: Davina Hartwell
Cc: Guy Cicon
Subject: SS11 request for a meeting with City Council

Hello, we are in Anne Ostwald's Social Studies 11 class attending Alberni District Secondary School. We would like to propose the idea of fixing a path that has become a hazard to students and others in the community. The path is commonly walked on for students before, during and after school as a way to Bob Daily Stadium, a way home and a way to our vehicles. There is a no parking sign along the fence, yet cars still park beside the path making students walk through the mud or on the road being in danger from cars. Many students have slipped on this path covering them in mud and ruining their day and it also physically hurts them. Fixing this path would be beneficial to the students, staff members, track users and Parks and Recreational activities that take place there. We have made plans and talked to the city engineer about arranging for these plans to come true. We were wondering if we could attend the City Council Meeting this June so we can present our findings and make this request formal.

Thank you very much for your time,

Save Our Soles

Ryan, Brad, Tyler, Sean, Simon

Anne Ostwald's Socials Studies 11 class.

ENTERED

May 31, 2016

City Clerk:

I would like to make a presentation to City council at the next council meeting (June 13, 2016).

Main Topic: Logging in our watershed.

2nd Topic: Plywood Lot A & B sale

3rd Topic: Renaming roads

Sincerely,

Wayne James

250-731-7436

From: gumbootwilly [<mailto:gumbootwilly@shaw.ca>]
Sent: Thursday, June 09, 2016 11:29 AM
To: Jake Martens
Subject: Thunder in the Valley

We would like to have a delegation at Monday June 13th Council meeting to bring forward the remaining concerns on Stamp Ave. Time is short so we are asking to get there as soon as possible. Concerns to remove Median or part of, and widen Burnout Box. Thank You for your Consideration.

Bill Surry President Alberni Valley Drag Race Assoc.



PLANNING DEPARTMENT

TO: Tim Pley, Acting City Manager
FROM: Scott Smith, City Planner
DATE: June 7, 2016

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

Tim Pley, Acting City Manager/
Fire Chief

SUBJECT: Possible Street Renaming – City Costs

Issue

To consider information regarding cost estimates to the City of Port Alberni for a possible renaming of Gertrude Street, Stamp Avenue and 3rd Avenue.

Background

City Council requested information on the estimated costs to the City of Port Alberni for a possible street name change to Gertrude Street, Stamp Avenue and a portion of 3rd Avenue (see attached map).

Discussion

If City Council were to approve a street name change the City would install new street signs and change the City mapping and digital property files. Amending the digital property information will take staff resources from several departments to change the addressing, business accounts, utility billing, Fire department software etc.

It is estimated that the required changes to the City digital files in several departments would take approximately 61 hours of work. Based on the estimated hours of work, wages and benefits for the staff, the cost is estimated at \$3,317.50. No additional staff will be used for this work, so no new expense will be incurred. Although there is not a direct cost, the time it takes for staff to complete the street name change work will mean they are not doing other projects for the City of Port Alberni.

A street name change for Gertrude Street, Stamp Avenue and 3rd Avenue would require 46 new sign blades. Most of the new sign blades are standard signs above stop signs. There are several overhead mounted street name signs at major intersections that will require the use of a bucket truck and traffic control. The material estimate is based on a 24inch sign blade. The amount of material needed will depend on the length of a new street name and a longer name would increase the material cost. The Engineering department has estimated the cost for materials, labour and contractors to be \$5,000.00. The cost for the new signs would come from the Engineering Department's street operations budget.

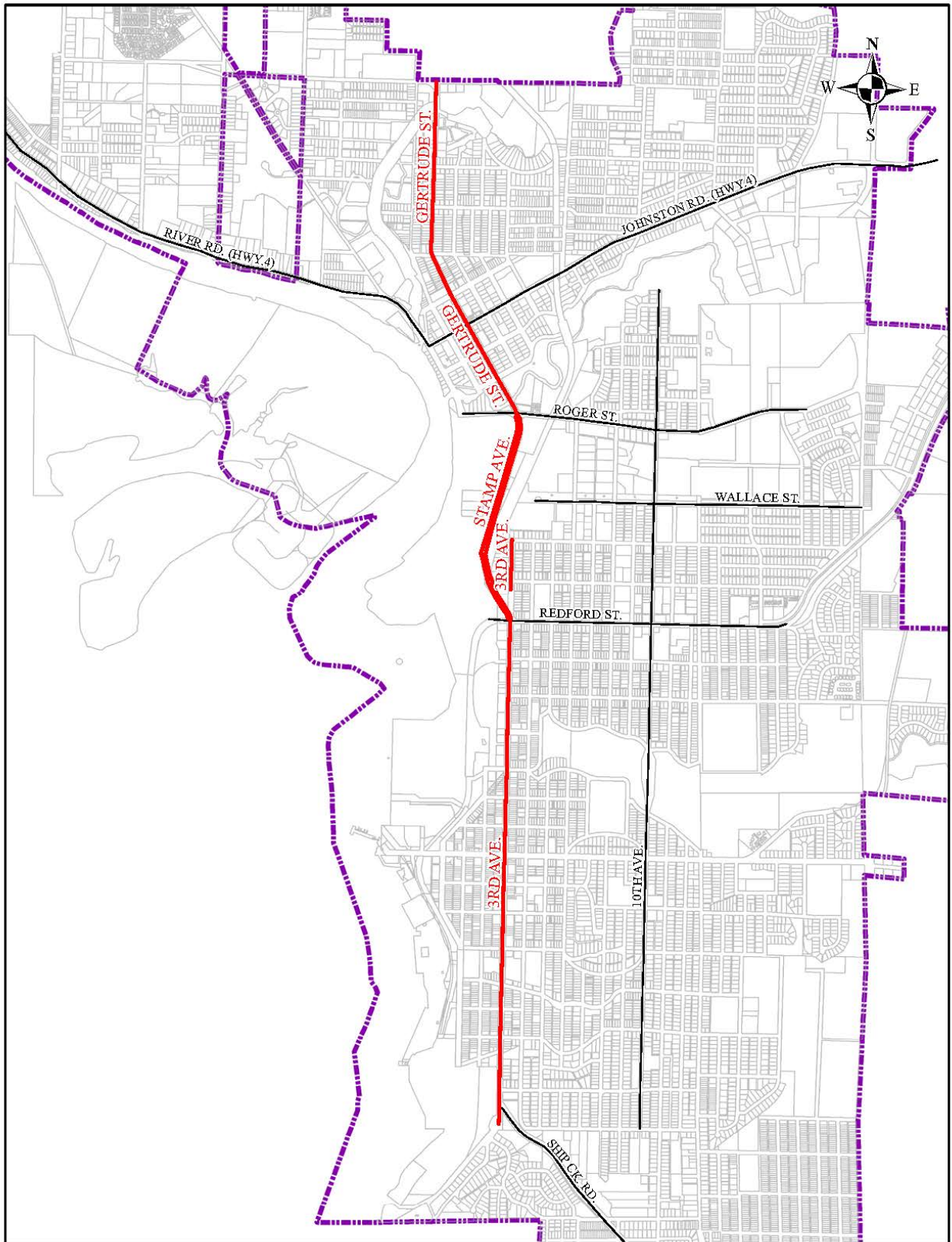
Recommendation

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

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'S. Smith', written in a cursive style.

Scott Smith, MCIP
City Planner



**City of Port Alberni
Audit Committee
Minutes from a Meeting held Monday, February 22, 2016 at 4:00 pm
in the City Hall Committee Room**

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

Resource Staff: Tim Pley, A/CAO
Cathy Rothwell, Director of Finance
Guy Cicon, City Engineer

Media: Dave Wiwchar, Peak Radio

A. Adoption of Agenda

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

Carried

B. Minutes

*Sauvé/Alemany
That the minutes of the November 23, 2015 Audit Committee Meeting be
adopted as circulated.*

Carried

**C. Responses to questions arising from the November 23, 2015 Audit
Committee Meeting**

*Sauvé/Alemany
That the report dated December 2, 2015 from the Director of Finance responding
to questions arising from the November 23, 2015 meeting, be received.*

Carried

D. Quarterly Analysis of Mayor and Council Travel and Convention Expenses (ending November 30, 2015)

Sauvé/Alemaný

That the Mayor and Council Travel and Development Expenses report for the period ending November 30, 2015 be received.

Carried

E. Reports

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

General Revenue Fund by Department

Sauvé/Alemaný

That the General Revenue Fund report for December 31, 2015 be received.

Carried

Water Revenue Fund

Sauvé/Alemaný

That the Water Revenue Fund report for December 31, 2015 be received.

Carried

Sewer Revenue Fund

Sauvé /Alemaný

That the Sewer Revenue Fund report for December 31, 2015 be received.

Carried

General Capital Fund

Alemaný/Sauvé

That the General Capital Fund report for December 31, 2015 be received.

Carried

Water Capital Fund

Sauvé/Alemaný

That the Water Capital Fund report for December 31, 2015 be received.

Carried

Sewer Capital Fund

Alemaný/Sauvé

That the Sewer Capital Fund report for December 31, 2015 be received.

Carried

F. Vendor Cheque Register Report

Alemaný/Sauvé

That the Vendor Cheque Register Report dated November 18, 2015 through February 14, 2016 be received, and questions arising from the Cheque Register be addressed in a report at the March 14, 2016 Regular Council Meeting.

Carried

G. Other Competent Business

Questions/information requests raised by the Audit Committee:

- 1. Details of cheque no. 133225 to FusionCine.*
- 2. Details of cheque no. 133290 to Active Network.*
- 3. Details of cheque no. 133480 to Social Scientist.*

H. Question Period

Question/information requests raised by attending Media:

- 1. Details of Council Travel & Development expense March 13, 2016 for \$274.85.*
- 2. Details of Council Travel & Development expense October 30, 2015 for \$100.00.*
- 3. Were the above expenses related to the Judy Rogers Consulting report.*

I. Next Meeting

The next meeting will be on May 24, 2016 at 4:00 pm in the Committee Room.

J. Adjournment

Sauvé/Alemaný

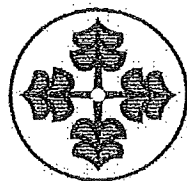
That the meeting be adjourned at 4:26 pm.

Carried

Respectfully submitted,

Councillor Dan Washington, Chair

Davina Hartwell, City Clerk



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

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

Subject: Responses to questions arising from the February 22, 2016 Audit Committee Meeting

The following is in response to questions raised by the Committee at the February 22, 2016 Audit Committee Meeting:

The Audit Committee requested detail on the following items:

- Cheque no. 133225 payable to FusionCine for \$6,923.92. ***Payment of web streaming equipment in Council chambers.***
- Cheque no. 133290 payable to Active Network for \$19,837.85. ***Payment of renewal of Class (Parks, Recreation and Heritage) software maintenance and support contract.***
- Cheque no. 133480 payable to The Sociable Scientists Inc. for \$2,126.98. ***Payment of supplies, research and administration for Visitor Experience Survey.***

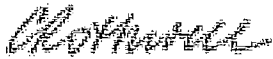
The Peak Radio requested detail on the following items and if the expenses related to the Judy Rogers Consulting report:

- March 13, 2015 Council Travel & Development (Mayor Ruttan) expense for \$274.85. ***Payment of dinner with Raven Coal Environmental Review Committee at Tigh-***

Na-Mara Resort in Parksville. Not related to the Judy Rogers Consulting report.

- October 30, 2015 Council Travel & Development (Mayor Ruttan) expense for \$100.00. ***Payment of September 24, 2015 meeting room rental at Fairmont Waterfront Hotel in Vancouver for meeting with other Mayors. Not related to the Judy Rogers Consulting report.***

Respectfully submitted,



Cathy Rothwell
Director of Finance



Contact Info:
160-6400 Roberts Street
Burnaby, British Columbia V5G 4C9 Canada
Phone: 888-543-7223 Option 4 • Fax: 469-533-3940
Questions? Email us at ActiveAR@active.com

RECEIVED

NOV 10 2015

PARKS & RECREATION
PORT ALBERNI

COPY Invoice

CITY OF PORT ALBERNI

Cust #	Invoice #	Invoice Date	Customer PO #
5154	4200007270	30-SEP-15	

Bill To:
CITY OF PORT ALBERNI
Attn: Accounts Payable
4255 WALLACE
Port Alberni, British Columbia V9Y 3Y6 Canada

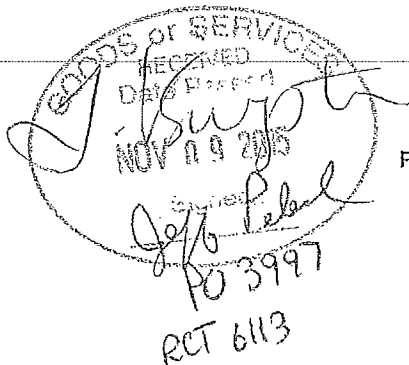
Ship To:
CITY OF PORT ALBERNI
Attn:
4255 WALLACE
Port Alberni, British Columbia V9Y 3Y6 Canada

Sales Person	Service Contract #	Deal Id	Terms	Due Date	Transaction Type	Curr
Maint Renewal	SC4200000803-7		90 NET	29-DEC-15	INV-LTD COM SOL	CAD

Ln	Item #	Description	Covered Qty	Duration	Unit Price	Amount (Covered Qty X Unit Price)
1	71577MR	Class - Maintenance & Support Renewal - Point of Sale w/o POS Touch Screen (per user/per workstation): 01/01/2016 -- 12/31/2016:	5.00	1 Year	578.81	2,894.05
2	70636MR	Class - Maintenance & Support Renewal - Crystal Reports: 01/01/2016 -- 12/31/2016:	1.00	1 Year	173.65	173.65
3	70680MR	Class - Maintenance & Support Renewal - Finance-link (Financial Systems Integration) - per server: 01/01/2016 -- 12/31/2016:	1.00	1 Year	670.05	670.05
4	70719MR	Class - Maintenance & Support Renewal - Registration (includes Flex Reg) - per workstation: 01/01/2016 -- 12/31/2016:	10.00	1 Year	578.81	5,788.10
5	70721MR	Class - Maintenance & Support Renewal - Reservations (includes QuickRez) - per workstation: 01/01/2016 -- 12/31/2016:	7.00	1 Year	578.81	4,051.67
6	70713MR	Class - Maintenance & Support Renewal - Point of Sale including POS Touch Screen (per user/per workstation): 01/01/2016 -- 12/31/2016:	4.00	1 Year	826.88	3,307.52
7	70683MR	Class - Maintenance & Support Renewal - Gift Card - per server: 01/01/2016 -- 12/31/2016:	1.00	1 Year	826.88	826.88

GST REGISTRATION: R139971691

Sub-total:	17,711.92
GST-Canada 5%	885.59
PST-British Columbia 7%	1,239.84
Tax Total:	2,125.43
Invoice Total:	19,837.35
Balance Due:	19,837.35



Please Pay this Amount:

Notes:
Yearly Installment 1 of 1

Please Remit Check Payment to our Lockbox:
Active Network Ltd
C/O Lockbox 914240
PO Box 4090 STN A
Toronto, ON M5W 0E9

Please Remit Wire/ACH Payments to:
Beneficiary's Bank: Bank of America N.A
Beneficiary's Bank SWIFT: BOFACATT
Beneficiary's Bank Number: 241
Beneficiary's Bank Transit Number: 56792
Beneficiary's Account Number: 50241207
Routing Transit # for Electronic Payments: 024156792
Beneficiary's Name: The Active Network, LTD
Beneficiary's Address: 160-6400 Roberts St, Burnaby, BC V5G 4C9

TO PAY BY CREDIT CARD OR ACH, OR TO SET UP RECURRING PAYMENT, PLEASE CONTACT US AT ActiveAR@active.com.

REGULAR COUNCIL AGENDA JUNE 13, 2016

PLEASE BE SURE TO INCLUDE ACTIVE'S INVOICE NUMBER ON YOUR REMITTANCE

39

COPY

The Sociable Scientists Inc.

Mailing address:

490 Hilchey Road

Campbell River, BC V9W 1R1

250.204.2564



INVOICE: 2015-PAVES-02

November 25th, 2015

To: City of Port Alberni Economic Development Office

4850 Argyle St

Port Alberni, BC V9Y 1V8

Description	Quantity	Rate	Total
Research and administration for Visitor Experience Survey	Remainder	Flat	\$1,500
Supplies		\$400	\$400
Travel (June 26)	298km	\$.51	\$151.98
GST on research		5%	\$75
		Total	\$2,126.98

Total due by December 25th, 2015.

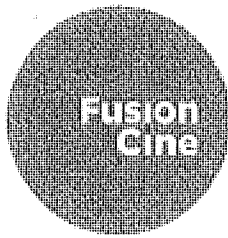
Please make cheques payable to The Sociable Scientists Inc. or email transfer to laurel@thesociablescientists.ca.

GST # 82858 5539 RT 0001

Thank you for working with The Sociable Scientists Inc.!

rcf 6460

PO: PO 04023
ACCT: 0105.026235 220S
RCPT: RCT 06245
SIGNATURE: [Signature]



COPY

Invoice #: 3001585
Invoice Date: 11/05/2015
Order #: S04740
Sales Rep: Andy Watkins

Bill To:

Company: City of Port Alberni
Address: 4850 Argyle Street

City: Port Alberni BC V9Y 1V8

Ordered By: Jeff Pelech
Phone: 250-720-2829
Email: jeff_pelech@portalberni.ca

Ship To:

Company: City of Port Alberni
Address: 4850 Argyle Street

City: Port Alberni BC V9Y 1V8

Ship Contact: Jeff Pelech

Customer ID#	Customer PST#	Customer PO#	Terms	Invoice Due Date
CU805023		3797	Net 30	12/05/2015

Comments:

On account 30 days

Qty	Manufacturer	Model	Item Description	Unit Price	Amount
1	SENNHEISER	005065	ME 36 B CAPSULE (ONLY) MICROPHONE HEAD FOR GOOSENECK, SHOTGUN, BLACK	236.25	236.25
1	SENNHEISER	005076	MZH-3040 - METAL GOOSENECK FOR ME 34/35/36 MICROPHONE HEADS, BLACK	172.50	172.50
1	SENNHEISER	005069	MZW 36 PRO VELOURIZED FOAM WINDSHIELD FOR ME 36	36.25	36.25
9	SENNHEISER	005060	ME 34 B CAPSULE (ONLY) MICROPHONE HEAD FOR GOOSENECK, CARDIOID, BLACK	148.75	1338.75
9	SENNHEISER	005067	MZW 34 PRO VELOURIZED FOAM WINDSHIELD FOR ME 34 & ME 35	36.25	326.25
9	SENNHEISER	009384	MZH 3042 METAL GOOSENECK FOR ME 34/35/36 MICROPHONE HEADS, BLACK	198.75	1788.75
9	SENNHEISER	505624	MAT 133-S B TABLESTAND, BLACK XLR-3 CONFIGURABLE PTT, LOGIC OUT	199.00	1791.00
1	K&M	RBD-MD-CROSS V2	Decimator Design MD-CROSS V2 HDMI/SDI Cross Converter w/ Scaling	550.00	550.00
1	K&M	237203/8BLAC	Table Clamp 237 - part 23720-3/8-BLACK	23.40	23.40
1	K&M	232BLACK	K&M table microphone stand, cast-iron round base with screw-in rod	28.94	28.94

rd 6117

Go on, be brilliant.

REGULAR COUNCIL AGENDA - JUNE 13, 2016

1469 Venables St. Vancouver, BC V5L 2G1 T 604 879 0003 fusioncine.com

10	EHF350	Environmental Fee: Audio Video & Gaming Products	3.50	35.00
1	SHIPOUT	Shipping Outbound	50.00	50.00

SubTotal	6377.09
BC-PST	317.53
GST	229.30
TOTAL	\$ 6923.92
GST#816282503	

Returns can be made within 7 days from date of purchase. Products must be factory sealed for full refund, or a 15% Restocking

Fee will apply for open items. Special Order Items are non-returnable. All returns are subject to Management Approval.

Full terms and conditions are available at http://fusioncine.com/sales_return_policy

CITY OF PORT ALBERNI
GENERAL REVENUE FUND BY DEPARTMENT
For the Three Months Ending March 31, 2016
For Management Purposes Only

	March	Budget	Variance	% Variance	Prior Year	Budget
GENERAL ADMINISTRATION						
Revenue						
011111 General Purposes - Taxes		(\$21,140,053.00)	\$21,140,053.00	(100.00%)		(\$20,631,010.00)
011112 Debt Purposes - Taxes		(364,071.00)	364,071.00	(100.00%)		(324,107.00)
011211 Special Area Levy		(10,500.00)	10,500.00	(100.00%)		(6,120.00)
011910 Utility Tax		(122,600.00)	122,600.00	(100.00%)		(130,000.00)
012110 Federal Buildings		(10,000.00)	10,000.00	(100.00%)		(10,000.00)
012210 Federal CBC Grant		(2,000.00)	2,000.00	(100.00%)		(2,000.00)
012310 Provincial Gov't Grant		(45,000.00)	45,000.00	(100.00%)		(45,000.00)
012410 B.C. Hydro		(600,000.00)	600,000.00	(100.00%)		(600,000.00)
012411 Public Housing Grant in Lieu of Taxes		(60,000.00)	60,000.00	(100.00%)		(60,000.00)
012910 University of Victoria Grant in Lieu of Taxes		(200.00)	200.00	(100.00%)		(200.00)
014120 Administration Service Charge	(4,367.33)	(35,202.00)	30,834.67	(87.59%)	(6,691.67)	(73,943.00)
014560 Economic Development		(22,500.00)	22,500.00	(100.00%)		(22,500.00)
015110 Prof. & Business Licence Fees	(122,324.00)	(120,000.00)	(2,324.00)	1.94%	(98,057.68)	(140,000.00)
015160 Dog Licence Fees	(5,040.00)	(10,000.00)	4,960.00	(49.60%)	(3,477.50)	(12,000.00)
015190 Vacant Building, Licence/Permit		(4,000.00)	4,000.00	(100.00%)	1,000.00	(8,000.00)
015210 Bylaw Fines and Parking Tickets	(130.00)	(10,000.00)	9,870.00	(98.70%)	(2,180.00)	(10,000.00)
015510 Interest On Investments	(58,323.82)	(220,000.00)	161,676.18	(73.49%)	(38,411.77)	(220,000.00)
015590 Other Interest	(4,461.37)	(29,000.00)	24,538.63	(84.62%)	(4,865.15)	(18,000.00)
015611 Current Tax Penalties	(182.91)	(110,000.00)	109,817.09	(99.83%)	(139.56)	(100,000.00)
015621 Arrears & Delinquent Tax Interest	(3,423.05)	(26,000.00)	22,576.95	(86.83%)	(4,147.16)	(28,000.00)
015930 Miscellaneous - Other Revenue	(3,423.33)	(89,600.00)	86,176.67	(96.18%)	(935.85)	(100,000.00)
016212 Small Community Protection Grant		(259,000.00)	259,000.00	(100.00%)	(87,656.00)	(235,000.00)
016214 Revenue Sharing-Traffic Fines		(366,000.00)	366,000.00	(100.00%)	(148,435.00)	(330,000.00)
016215 Community Gaming Funds		(445,000.00)	445,000.00	(100.00%)		(390,000.00)
018121 Grants - Other Governments		(10,000.00)	10,000.00	(100.00%)		
Total General Administration Revenue	(201,675.81)	(24,110,726.00)	23,909,050.19	(99.16%)	(393,997.34)	(23,495,880.00)
Expenses						
021110 Mayor - Indemnity	8,327.20	43,733.00	(35,405.80)	(80.96%)	9,091.86	43,300.00
021130 Councillors - Indemnity	22,730.25	116,298.00	(93,567.75)	(80.46%)	23,774.51	115,146.00
021190 Receptions And Other Services	10,537.29	40,200.00	(29,662.71)	(73.79%)	11,733.68	35,000.00
021211 City Manager	44,968.85	280,800.00	(235,831.15)	(83.99%)	41,971.10	199,500.00
021212 Municipal Clerk	84,377.04	406,317.00	(321,939.96)	(79.23%)	82,245.75	374,984.00
021215 Legal Services	13,106.04	40,000.00	(26,893.96)	(67.23%)	3,393.90	40,000.00
021216 By-Law Enforcement	24,256.49	90,600.00	(66,343.51)	(73.23%)	22,615.75	93,600.00
021221 Financial Mgmt Administration	169,072.63	726,600.00	(557,527.37)	(76.73%)	165,310.40	714,500.00
021222 Administration Vehicle	8,938.76	8,290.00	648.76	7.83%	3,553.95	8,448.00
021225 External Audit		30,000.00	(30,000.00)	(100.00%)	10,000.00	30,000.00
021226 Purchasing Administration	52,947.48	218,000.00	(165,052.52)	(75.71%)	51,009.33	228,530.00
021229 Other Financial Management		2,400.00	(2,400.00)	(100.00%)		2,400.00
021252 City Hall	15,999.92	96,573.00	(80,573.08)	(83.43%)	29,233.25	116,720.00
021259 Other Common Services	104,318.02	278,462.00	(174,143.98)	(62.54%)	21,065.37	264,062.00
021260 Carbon Offsets Purchased		58,800.00	(58,800.00)	(100.00%)		58,800.00
021261 Information Systems Admin.	293,981.44	584,913.60	(290,932.16)	(49.74%)	267,970.06	667,187.00

CITY OF PORT ALBERNI
GENERAL REVENUE FUND BY DEPARTMENT
For the Three Months Ending March 31, 2016
For Management Purposes Only

	March	Budget	Variance	% Variance	Prior Year	Budget
021282 Appraisals	(110.56)		(110.56)	0.00%		
021283 Human Resources	31,723.63	226,744.96	(195,021.33)	(86.01%)	58,211.55	277,682.00
021285 Employee & Family Assist.Prog.	10,518.00	17,262.41	(6,744.41)	(39.07%)	10,346.46	15,372.00
021290 Admin./Acc't Services Recovery	(116,304.00)	(438,200.00)	321,896.00	(73.46%)	(116,304.00)	(438,221.00)
021911 Election/Referendum Expenses		10,000.00	(10,000.00)	(100.00%)		10,000.00
021920 Training & Development	22,530.12	143,367.12	(120,837.00)	(84.29%)	29,714.43	140,556.00
021925 Council Travel & Development	11,046.00	50,900.00	(39,854.00)	(78.30%)	13,515.14	45,000.00
021930 Public Liability Insurance	265,844.84	257,500.00	8,344.84	3.24%	257,596.08	250,000.00
021931 Damage Claims		20,000.00	(20,000.00)	(100.00%)	1,376.69	30,000.00
021950 Grants in Aid	19,475.00	10,820.16	8,654.84	79.99%	17,772.00	10,608.00
021990 Other General Services		2,000.00	(2,000.00)	(100.00%)		50,000.00
022510 Emergency Prog. Administration	68.61	918.00	(849.39)	(92.53%)	56.95	900.00
022512 Emergency Program Vehicle				0.00%	72.00	
022931 Animal Pound Operation	49,212.40	154,988.00	(105,775.60)	(68.25%)	32,105.77	149,000.00
026234 Business Development	4,409.69	26,200.00	(21,790.31)	(83.17%)	12,333.75	45,000.00
026235 Economic Development	65,938.81	262,175.97	(196,237.16)	(74.85%)	51,118.84	309,700.00
026237 Community Investment Plan	14,396.00	33,460.48	(19,064.48)	(56.98%)	15,213.45	31,824.00
026238 Sustainability & Community Engagement		2,000.00	(2,000.00)	(100.00%)	29.89	2,000.00
026911 Chamber of Commerce	21,000.00	84,000.00	(63,000.00)	(75.00%)	21,000.00	84,000.00
028115 Interest On Prepaid Taxes	600.35	3,000.00	(2,399.65)	(79.99%)	1,211.65	3,000.00
028121 interest On Own Debentures	2,173.36	144,657.00	(142,483.64)	(98.50%)	2,173.36	201,834.00
028131 Principal Install On Own Deb.		123,435.00	(123,435.00)	(100.00%)		122,273.00
028193 Banking Service Charges	4,379.97	5,000.00	(620.03)	(12.40%)	1,491.67	5,100.00
Total General Administration Expenses	1,260,463.63	4,162,215.70	(2,901,752.07)	(69.72%)	1,152,004.59	4,337,805.00
Net General Administration	1,058,787.82	(19,948,510.30)	21,007,298.12	(105.31%)	758,007.25	(19,158,075.00)
POLICE PROTECTION						
Revenue						
013121 Detention of Prisoners		(167,000.00)	167,000.00	(100.00%)	58,112.13	(167,000.00)
014221 RCMP Building Rental	(36,842.84)	(140,400.00)	103,557.16	(73.76%)	(101,344.42)	(140,400.00)
Total Police Protection Revenue	(36,842.84)	(307,400.00)	270,557.16	(88.01%)	(43,232.29)	(307,400.00)
Expenses						
022121 R.C.M.P. Contract		5,305,570.00	(5,305,570.00)	(100.00%)		5,091,474.00
022122 Police Service Administration	221,597.52	825,650.00	(604,052.48)	(73.16%)	193,907.03	824,000.00
022130 Community Policing	2,712.07	25,000.00	(22,287.93)	(89.15%)	3,131.04	25,000.00
022140 Commissionaire Services	7,077.12	25,000.00	(17,922.88)	(71.69%)	7,077.12	25,000.00
022160 Police Building Maintenance	29,966.07	131,358.75	(101,392.68)	(77.19%)	26,144.73	126,500.00
022180 Detention/Custody Of Prisoners	128,513.34	486,429.00	(357,915.66)	(73.58%)	108,369.00	480,800.00
Total Police Protection Expenses	389,866.12	6,799,007.75	(6,409,141.63)	(94.27%)	338,628.92	6,572,774.00
Net Police Protection	353,023.28	6,491,607.75	(6,138,584.47)	(94.56%)	295,396.63	6,265,374.00

CITY OF PORT ALBERNI
GENERAL REVENUE FUND BY DEPARTMENT
For the Three Months Ending March 31, 2016
For Management Purposes Only

		March	Budget	Variance	% Variance	Prior Year	Budget
	FIRE PROTECTION						
	Revenue						
014241	Fire Dep't Service Charge	(1,998.75)	(171,223.00)	169,224.25	(98.83%)	(4,170.04)	(155,900.00)
	Expenses						
022411	Fire Protection Administration	63,096.48	323,522.80	(260,426.32)	(80.50%)	66,661.95	320,095.00
022421	Fire Crew	536,679.96	2,462,959.12	(1,926,279.16)	(78.21%)	514,216.29	2,402,904.00
022422	Personnel Expense	2,573.23	46,379.40	(43,806.17)	(94.45%)	8,088.03	45,470.00
022431	Communication System	1,570.22	11,262.84	(9,692.62)	(86.06%)	1,770.17	11,042.00
022440	Fire Investigation		955.73	(955.73)	(100.00%)	9.89	937.00
022441	Fire Prevention	29,564.55	146,945.27	(117,380.72)	(79.88%)	28,838.91	143,371.00
022471	Fire Hall Building Maintenance	12,459.76	58,395.00	(45,935.24)	(78.66%)	8,294.86	57,250.00
022472	Fire Boat Shed Maintenance	15.42		15.42	0.00%		
022473	External Regional Training		1,592.00	(1,592.00)	(100.00%)		1,592.00
022480	Vehicle Repair & Maintenance	52,865.99	239,064.58	(186,198.59)	(77.89%)	59,345.01	234,525.00
022481	Sundry Equip. Maintenance/Rep.	8,147.31	14,876.69	(6,729.38)	(45.23%)	5,864.19	14,585.00
022482	Firefighting Tools/Supp Purch	3,364.15	21,401.64	(18,037.49)	(84.28%)	3,657.94	20,982.00
	Total Fire Protection Expenses	710,337.07	3,327,355.07	(2,617,018.00)	(78.65%)	696,747.24	3,252,753.00
	Net Fire Protection	708,338.32	3,156,132.07	(2,447,793.75)	(77.56%)	692,577.20	3,096,853.00
	ENGINEERING & PUBLIC WORKS						
	Revenue						
014310	Public Works Service Charge	(2,241.43)	(77,500.00)	75,258.57	(97.11%)	(11,140.22)	(77,500.00)
	Expenses						
023110	Engineering Administration	147,983.70	559,408.84	(411,425.14)	(73.55%)	123,400.72	572,574.00
023121	Engineering Consulting Service	6,750.00	40,000.00	(33,250.00)	(83.13%)	4,194.75	40,000.00
023129	Office Admin - Operations	24,812.58	105,287.48	(80,474.90)	(76.43%)	26,734.10	100,500.00
023130	Supervision Operations	67,436.53	378,500.00	(311,063.47)	(82.18%)	68,350.99	357,000.00
023134	Small Tools/Equipment/Supplies	11,011.19	47,291.99	(36,280.80)	(76.72%)	13,167.82	56,657.00
023136	Works Yard Maintenance	13,139.45	63,999.99	(50,860.54)	(79.47%)	17,233.27	62,000.00
023137	Main Building Maintenance	26,802.45	130,500.01	(103,697.56)	(79.46%)	28,495.11	135,000.00
023138	Automotive Shop Overhead	23,335.31	97,600.00	(74,264.69)	(76.09%)	21,637.30	95,800.00
023160	General Equipment Maintenance	178,455.62	705,000.00	(526,544.38)	(74.69%)	179,553.71	714,124.00
023161	Eng.Veh.Maint.& Replacement	4,261.24	9,946.00	(5,684.76)	(57.16%)	3,417.21	13,184.00
023162	Sup.Veh.Maint.& Replacement	6,417.25	28,928.01	(22,510.76)	(77.82%)	5,237.53	30,689.00
023205	Customer Service Requests-Sts.	12,750.61	45,000.00	(32,249.39)	(71.67%)	12,633.95	40,000.00
023210	Small Tools/Supplies-Streets	616.96	5,499.99	(4,883.03)	(88.78%)	785.54	5,499.99
023220	Streets Inspections	11,835.28	45,499.99	(33,664.71)	(73.99%)	12,030.24	44,499.99
023231	Roadway Surfaces Maintenance	92,901.26	600,499.08	(507,597.82)	(84.53%)	265,878.79	515,000.00
023233	Roadway Allowance Maintenance	49,632.45	255,500.00	(205,867.55)	(80.57%)	86,563.97	250,000.00
023234	New Driveway Crossings		20,400.00	(20,400.00)	(100.00%)	7,018.82	20,400.00
023236	Street Sweeping	37,580.30	113,999.63	(76,419.33)	(67.03%)	35,263.59	87,000.00
023237	Snow and Ice Removal	58,543.93	200,000.00	(141,456.07)	(70.73%)	2,759.02	200,000.00

CITY OF PORT ALBERNI
GENERAL REVENUE FUND BY DEPARTMENT
For the Three Months Ending March 31, 2016
For Management Purposes Only

	March	Budget	Variance	% Variance	Prior Year	Budget
023241 Bridges, Fencing & Retaining Walls	305.14	50,000.28	(49,695.14)	(99.39%)	662.39	50,000.00
023250 Overhead & Decorative Lighting	57,599.56	344,000.00	(286,400.44)	(83.26%)	53,331.01	355,000.00
023261 Signs And Traffic Marking	46,577.15	190,000.00	(143,422.85)	(75.49%)	29,105.52	223,940.00
023264 Traffic And Railroad Signals	2,241.62	23,800.01	(21,558.39)	(90.58%)	1,530.10	29,100.00
023272 Off-Street Parking	1,714.68	8,000.00	(6,285.32)	(78.57%)	1,004.67	1,323.00
023291 Gravel, Sand, Rock & Salt	65,906.83	181,000.00	(115,093.17)	(63.59%)	38,377.70	160,000.00
023311 Ditch/Creek & Dyke Maintenance	24,092.05	138,500.00	(114,407.95)	(82.61%)	22,993.65	138,500.00
023331 Storm Sewer Maintenance	20,877.05	180,000.00	(159,122.95)	(88.40%)	121,338.45	180,000.00
023333 Storm Sewer Pump Station	3,613.84	13,800.00	(10,186.16)	(73.81%)	2,368.60	13,400.00
023335 Storm Sewer Connections	10,771.30	57,000.00	(46,228.70)	(81.10%)	2,584.25	57,000.00
023881 Training Program	26,727.09	75,000.00	(48,272.91)	(64.36%)	22,147.18	97,000.00
023882 Safety	22,774.69	29,000.00	(6,225.31)	(21.47%)	6,452.06	29,000.00
023884 Special Streets Work Orders	262.11	10,500.00	(10,237.89)	(97.50%)	530.41	10,500.00
023951 General Overhead Recovery	(197,822.05)	(793,000.00)	595,177.95	(75.05%)	(180,411.53)	(793,007.00)
023952 Wrks Yard Purchasing Recovery	(5,874.00)	(23,500.00)	17,626.00	(75.00%)	(6,108.00)	(27,000.00)
023953 Shop Overhead Recovery	(28,651.55)	(95,800.00)	67,148.45	(70.09%)	(27,378.44)	(95,800.00)
023958 Equipment Charges Recovery	(96,027.59)	(522,000.00)	425,972.41	(81.60%)	(96,838.87)	(522,000.00)
023959 Gravel Cost Recovery	(37,405.87)	(100,000.00)	62,594.13	(62.59%)	(19,020.17)	(100,000.00)
Total Engineering & Public Works Expenses	691,948.16	3,219,161.30	(2,527,213.14)	(78.51%)	887,025.41	3,146,883.98
Net Engineering & Public Works	689,706.73	3,141,661.30	(2,451,954.57)	(78.05%)	875,885.19	3,069,383.98
PUBLIC TRANSIT						
014400 Public Transit Revenue	(76,100.42)	(323,703.00)	247,602.58	(76.49%)	(85,070.56)	(260,120.00)
Total Public Transit Revenue	(76,100.42)	(323,703.00)	247,602.58	(76.49%)	(85,070.56)	(260,120.00)
023510 Public Transit	173,621.00	1,075,783.00	(902,162.00)	(83.86%)	249,243.00	1,082,379.00
Net Public Transit	97,520.58	752,080.00	(654,559.42)	(87.03%)	164,172.44	822,259.00
GARBAGE AND WASTE COLLECTION						
Revenue						
014433 Comm. Garbage Collection Fees	(6,000.00)		(6,000.00)	0.00%	(9,029.50)	(200,000.00)
014434 Res. Garbage Collection Fees	(490.24)	(658,000.00)	657,509.76	(99.93%)	(414.00)	(635,000.00)
015625 Residential Garbage Penalty	(2,349.30)		(2,349.30)	0.00%	(2,351.20)	
Total Garbage & Waste Collection Revenue	(8,839.54)	(658,000.00)	649,160.46	(98.66%)	(11,794.70)	(835,000.00)
Expenses						
024320 Residential Waste Collection	130,931.11	415,500.01	(284,568.90)	(68.49%)	97,597.93	396,701.00
024321 Commercial Waste Collection	903.65		903.65	0.00%	50,406.34	110,000.00
024322 Solid Waste Cont Purch/Maint	700.55	2,000.00	(1,299.45)	(64.97%)	2,270.65	9,200.01
024323 Solid Waste Disposal	42,416.55	254,000.00	(211,583.45)	(83.30%)	65,884.40	330,000.00
024324 Special Solid Waste-Recycling	9,489.09	24,000.00	(14,510.91)	(60.46%)		
Total Garbage & Waste Collection Expense	184,440.95	695,500.01	(511,059.06)	(73.48%)	216,159.32	845,901.01

CITY OF PORT ALBERNI
GENERAL REVENUE FUND BY DEPARTMENT
For the Three Months Ending March 31, 2016
For Management Purposes Only

		March	Budget	Variance	% Variance	Prior Year	Budget
	Net Garbage & Waste Collection	175,601.41	37,500.01	138,101.40	368.27%	204,364.62	10,901.01
	CEMETERY						
	Revenue						
014516	Cemeteries	(7,358.50)	(31,000.00)	23,641.50	(76.26%)	(9,693.75)	(32,599.99)
	Expenses						
025161	Cemetery Maintenance	2,054.56	12,725.00	(10,670.44)	(83.85%)	1,679.26	12,500.00
025162	Interments	6,317.05	27,700.00	(21,382.95)	(77.19%)	7,107.53	27,000.00
025163	Memorial Marker Installation	4,256.95	13,500.00	(9,243.05)	(68.47%)	3,074.56	13,500.00
	Total Cemetery Expense	12,628.56	53,925.00	(41,296.44)	(76.58%)	11,861.35	53,000.00
	Net Cemetery	5,270.06	22,925.00	(17,654.94)	(77.01%)	2,167.60	20,400.01
	PLANNING SERVICES						
	Revenue						
014550	Planning Administration	(11,640.00)	(15,000.00)	3,360.00	(22.40%)	(5,653.88)	(15,000.00)
	Expenses						
026129	Planning Administration	48,397.64	261,650.00	(213,252.36)	(81.50%)	49,518.24	216,515.00
026132	Consulting Services	17,490.00		17,490.00	0.00%	2,581.50	40,000.00
	Total Planning Services Expense	65,887.64	261,650.00	(195,762.36)	(74.82%)	52,099.74	256,515.00
	Net Planning Services	54,247.64	246,650.00	(192,402.36)	(78.01%)	46,445.86	241,515.00
	BUILDING INSPECTION						
	Revenue						
015170	Building/Plumbing Permit Fees	(18,634.20)	(70,000.00)	51,365.80	(73.38%)	(9,916.50)	(80,000.00)
015181	Other Const./Demo. Permit Fees	(100.00)	(100.00)		0.00%	(60.00)	(100.00)
	Total Building Inspection Revenue	(18,734.20)	(70,100.00)	51,365.80	(73.28%)	(9,976.50)	(80,100.00)
	Expenses						
022921	Building/Plumbing Inspection	28,380.41	99,510.00	(71,129.59)	(71.48%)	20,395.20	101,500.00
022926	Building Inspector Vehicle	1,581.16	4,000.00	(2,418.84)	(60.47%)	1,533.09	3,828.00
	Total Building Inspection Expenses	29,961.57	103,510.00	(73,548.43)	(71.05%)	21,928.29	105,328.00
	Net Building Inspection	11,227.37	33,410.00	(22,182.63)	(66.40%)	11,951.79	25,228.00
	PARKS, RECREATION & HERITAGE						
	Parks & Recreation						
	Revenue						
014710	Gyro Youth Centre	(2,010.00)	(6,630.00)	4,620.00	(69.68%)	(1,692.00)	(6,500.00)
014712	Echo '67 Centre	(54,465.39)	(209,916.00)	155,450.61	(74.05%)	(55,574.61)	(205,800.00)

CITY OF PORT ALBERNI
GENERAL REVENUE FUND BY DEPARTMENT
For the Three Months Ending March 31, 2016
For Management Purposes Only

	March	Budget	Variance	% Variance	Prior Year	Budget
014714 Glenwood Centre	(16,374.34)	(40,800.00)	24,425.66	(59.87%)	(14,212.19)	(40,000.00)
014716 Echo Aquatic Centre	(13,154.92)	(36,210.00)	23,055.08	(63.67%)	(11,108.79)	(35,500.00)
014718 Community Arena	(193,773.66)	(576,963.00)	383,189.34	(66.41%)	(185,925.49)	(565,650.00)
014720 Stadium & Athletic Fields	(7,929.11)	(34,680.00)	26,750.89	(77.14%)	(6,474.79)	(34,000.00)
014730 Glenwood Centre	(1,878.86)	(2,677.50)	798.64	(29.83%)	(1,770.72)	(2,625.00)
014732 Echo Aquatic Centre	(94,398.62)	(260,100.00)	165,701.38	(63.71%)	(86,218.86)	(255,000.00)
014734 AV Multiplex	(12,358.24)	(27,642.00)	15,283.76	(55.29%)	(11,375.93)	(27,100.00)
014738 Children's Programs	(23,042.17)	(92,820.00)	69,777.83	(75.18%)	(23,174.63)	(91,000.00)
014740 Youth Programs & Services		(10,200.00)	10,200.00	(100.00%)	(1,977.50)	(10,000.00)
014742 Adult Programs	(42,651.35)	(122,400.00)	79,748.65	(65.15%)	(42,363.85)	(120,000.00)
014750 Special Events		(1,020.00)	1,020.00	(100.00%)		(1,000.00)
014760 Community Serv. Misc. Revenue	(947.24)	(3,500.00)	2,552.76	(72.94%)	(1,866.77)	(3,500.00)
014770 Contributions & Grants	(1,250.00)	(135,725.00)	134,475.00	(99.08%)	(12,500.00)	(115,725.00)
Total Parks & Recreation Revenue	(464,233.90)	(1,561,283.50)	1,097,049.60	(70.27%)	(456,236.13)	(1,513,400.00)
Expenses						
027110 Pks & Rec Management Services	106,433.24	492,068.00	(385,634.76)	(78.37%)	102,903.24	446,800.00
027120 Gyro Youth Centre Maintenance	8,306.97	26,077.44	(17,770.47)	(68.14%)	3,253.60	25,282.00
027124 Glenwood Concessions	3,075.12	3,060.00	15.12	0.49%	2,719.61	6,500.00
027126 Glenwood Skate Shop	716.15	3,044.00	(2,327.85)	(76.47%)	854.83	2,500.00
027128 Glenwood Centre Maintenance	14,202.31	60,894.44	(46,692.13)	(76.68%)	10,422.93	59,582.00
027129 Bob Dailey Stadium	2,071.71	14,726.06	(12,654.35)	(85.93%)	894.34	15,725.00
027130 Echo Activity Centre Maint.	97,650.01	330,018.33	(232,368.32)	(70.41%)	82,192.97	316,190.00
027134 Echo Aquatic Maintenance	76,362.50	482,717.65	(406,355.15)	(84.18%)	89,386.27	460,994.00
027140 AV Multiplex Concessions	64,124.59	163,203.00	(99,078.41)	(60.71%)	55,646.31	160,150.00
027142 AV Multiplex Skate Shop	4,921.14	12,211.25	(7,290.11)	(59.70%)	3,431.66	12,000.00
027144 AV Multiplex Maintenance	179,927.25	795,940.75	(616,013.50)	(77.39%)	167,274.91	773,612.00
027146 Parks Buildings & Fieldhouses	20,638.79	95,210.68	(74,571.89)	(78.32%)	22,693.12	92,110.00
027148 Echo Park Complex	8,365.47	39,848.61	(31,483.14)	(79.01%)	7,204.21	55,449.00
027156 Glenwood Centre Programs	3,552.19	8,650.00	(5,097.81)	(58.93%)	3,364.20	8,500.00
027160 Echo Aquatic Programs	198,766.19	784,119.00	(585,352.81)	(74.65%)	177,411.94	733,575.00
027163 AV Multiplex Programs	50,383.57	183,773.91	(133,390.34)	(72.58%)	42,445.86	181,291.00
027166 Leisure Services	57,768.00	228,012.50	(170,244.50)	(74.66%)	49,343.88	225,000.00
027170 Youth Services And Programs	4,931.05	54,455.00	(49,523.95)	(90.94%)	4,285.73	22,000.00
027173 Children's Programs	28,656.48	163,963.00	(135,306.52)	(82.52%)	21,932.52	161,000.00
027180 Adult Programs	23,251.89	96,350.00	(73,098.11)	(75.87%)	23,651.97	92,500.00
027190 Special Events	3,607.04	21,930.50	(18,323.46)	(83.55%)	1,852.65	21,500.00
027198 Vans Maintenance & Repair	3,470.66	13,962.75	(10,492.09)	(75.14%)	2,736.16	13,700.00
027210 Parks & Facility Mngmnt Serv.	46,621.34	223,105.03	(176,483.69)	(79.10%)	46,794.38	225,808.00
027215 Parks Maintenance	88,525.18	549,300.64	(460,775.46)	(83.88%)	63,425.40	539,265.00
027220 Horticultural Services	31,175.16	327,008.54	(295,833.38)	(90.47%)	35,571.77	321,153.00
027225 Parks Veh.& Equip.Mtce & Rep.	47,608.79	148,853.00	(101,244.21)	(68.02%)	38,004.75	146,074.00
027230 Parks Upgrading	17,954.51	84,734.00	(66,779.49)	(78.81%)	1,384.82	83,190.00
027499 Equipment Recovery Parks	(10,775.48)	(81,600.00)	70,824.52	(86.79%)	(10,891.64)	(80,000.00)
Total Parks & Recreation Expenses	1,182,291.82	5,325,638.08	(4,143,346.26)	(77.80%)	1,050,192.39	5,121,450.00

CITY OF PORT ALBERNI
GENERAL REVENUE FUND BY DEPARTMENT
For the Three Months Ending March 31, 2016
For Management Purposes Only

	March	Budget	Variance	% Variance	Prior Year	Budget
Net Parks & Recreation Expenses	718,057.92	3,764,354.58	(3,046,296.66)	(80.92%)	593,956.26	3,608,050.00
Heritage & Cultural Services Revenue						
014810 Museum - Sales & Service	(9,804.11)	(22,400.00)	12,595.89	(56.23%)	(4,681.73)	(25,000.00)
014820 Museum - Federal Grants		(3,200.00)	3,200.00	(100.00%)		
014830 Museum - Provincial Grants	(65,000.00)	(70,000.00)	5,000.00	(7.14%)	(65,000.00)	(65,000.00)
014910 McLean Mill - Sales & Service	(127.50)		(127.50)	0.00%	(17.79)	
Total Heritage & Cultural Services Revenue	(74,931.61)	(95,600.00)	20,668.39	(21.62%)	(69,699.52)	(90,000.00)
Expenses						
027510 Museum Services	69,665.96	299,710.25	(230,044.29)	(76.76%)	72,123.02	294,050.00
027515 Museum Programs - Curatorial	5,859.41	27,757.75	(21,898.34)	(78.89%)		27,300.00
027516 Museum Prog. Permanent Exhibit		5,246.00	(5,246.00)	(100.00%)	141.50	5,125.00
027517 Museum Prog. Temp Exhibits	3,869.89	24,345.00	(20,475.11)	(84.10%)	1,036.53	24,000.00
027530 Industrial Collections	7,845.71	43,055.00	(35,209.29)	(81.78%)	15,163.66	66,750.00
027550 Museum Maintenance	14,654.83	56,782.72	(42,127.89)	(74.19%)	10,909.98	54,910.00
027555 McLean Mill	65,604.92	225,000.00	(159,395.08)	(70.84%)	65,938.55	224,000.00
Total Heritage & Cultural Services Expenses	167,500.72	681,896.72	(514,396.00)	(75.44%)	165,313.24	696,135.00
Net Heritage & Cultural Services	92,569.11	586,296.72	(493,727.61)	(84.21%)	95,613.72	606,135.00
LIBRARY						
027600 Library Services	168,333.00	673,333.00	(505,000.00)	(75.00%)	165,085.00	660,338.00
ALBERNI HARBOUR QUAY Revenue						
014600 Marine Commercial Building	(18,998.31)	(70,000.00)	51,001.69	(72.86%)	(12,969.12)	(60,000.00)
014601 Port Building	(5,470.20)	(22,220.00)	16,749.80	(75.38%)	(5,400.00)	(22,000.00)
014602 Market Square	(7,318.74)	(32,320.00)	25,001.26	(77.36%)	(7,226.46)	(32,000.00)
014690 A.H.Q. Miscellaneous Revenue	(76.00)		(76.00)	0.00%	(122.00)	
Total Alberni Harbour Quay Revenue	(31,863.25)	(124,540.00)	92,676.75	(74.42%)	(25,717.58)	(114,000.00)
Expenses						
026701 A.H.Q. Administration	3,503.21	23,290.00	(19,786.79)	(84.96%)	1,391.58	22,500.00
026770 Harbour Quay-Buildings Mtce	12,960.98	108,587.49	(95,626.51)	(88.06%)	26,632.86	106,238.00
Total Alberni Harbour Quay Expenses	16,464.19	131,877.49	(115,413.30)	(87.52%)	28,024.44	128,738.00
Net Alberni Harbour Quay	(15,399.06)	7,337.49	(22,736.55)	(309.87%)	2,306.86	14,738.00
LAND & BUILDING RENTALS Revenue						
015320 Land & Building Rentals	(30,300.74)	(138,720.00)	108,419.26	(78.16%)	(34,218.12)	(136,000.00)
Expenses						
021253 Other City Buildings & Lands	1,348.50	1,600.00	(251.50)	(15.72%)	116.64	1,600.00

CITY OF PORT ALBERNI
GENERAL REVENUE FUND BY DEPARTMENT
For the Three Months Ending March 31, 2016
For Management Purposes Only

	March	Budget	Variance	% Variance	Prior Year	Budget
Total Land & Building Rentals Expense	1,348.50	1,600.00	(251.50)	(15.72%)	116.64	1,600.00
Net Land & Building Rentals	(28,952.24)	(137,120.00)	108,167.76	(78.89%)	(34,101.48)	(134,400.00)
TRANSFERS TO OTHER AGENCIES						
Collections for Other Agencies						
011212 Parcel Tax		(131,500.00)	131,500.00	(100.00%)		(131,535.00)
019811 Non-Residential School		(2,200,000.00)	2,200,000.00	(100.00%)		(2,300,000.00)
019812 Residential School		(3,000,000.00)	3,000,000.00	(100.00%)		(3,100,000.00)
019820 Regional Hospital District		(658,500.00)	658,500.00	(100.00%)		(658,537.00)
019821 Regional District Of Alb-Clay		(832,000.00)	832,000.00	(100.00%)		(832,047.00)
019830 Municipal Finance Authority		(500.00)	500.00	(100.00%)		(500.00)
019831 B.C. Assessment Authority		(170,000.00)	170,000.00	(100.00%)		(180,000.00)
Total Collections for Other Agencies		(6,992,500.00)	6,992,500.00	(100.00%)		(7,202,619.00)
Transfers To Other Agencies						
028410 Regional District Alberni-Clay		963,500.00	(963,500.00)	(100.00%)		963,582.00
028811 Non-Residential School Levy		2,200,000.00	(2,200,000.00)	(100.00%)		2,300,000.00
028812 Residential School Levy		3,000,000.00	(3,000,000.00)	(100.00%)		3,100,000.00
028820 Hospital District		658,500.00	(658,500.00)	(100.00%)		658,537.00
028830 Municipal Finance Authority		500.00	(500.00)	(100.00%)		500.00
028831 B.C. Assessment Authority		170,000.00	(170,000.00)	(100.00%)		180,000.00
Total Transfers to Other Agencies		6,992,500.00	(6,992,500.00)	(100.00%)		7,202,619.00
Net Transfers to Other Agencies				0.00%		
TRANSFERS & RESERVES						
Transfers From Reserve Funds						
019110 Cemetery Trust Fund		(2,000.00)	2,000.00	(100.00%)		
019114 Surplus From Previous Years		(400,000.00)	400,000.00	(100.00%)		(412,600.00)
Total Transfers From Reserve Funds		(402,000.00)	402,000.00	(100.00%)		(412,600.00)
Transfers To Reserve Funds						
028211 Transfer To Res. & Allowances		366,132.00	(366,132.00)	(100.00%)		412,600.00
028220 Transfer To Gen Capital Fund		770,294.00	(770,294.00)	(100.00%)		686,300.00
028222 Transfer To Reserve Funds		30,000.00	(30,000.00)	(100.00%)		
028910 Debt Reserve Transfer		15,000.00	(15,000.00)	(100.00%)		15,000.00
029911 Contingency Funds		200,000.00	(200,000.00)	(100.00%)	19,000.00	150,000.00
Total Transfers To Reserve Funds		1,381,426.00	(1,381,426.00)	(100.00%)	19,000.00	1,263,900.00
Net Transfers To (From) Reserve Funds		979,426.00	(979,426.00)	(100.00%)	19,000.00	851,300.00
Total Revenue (Over) Under Expense	4,088,331.94	(192,916.38)	4,281,248.32	(2219.22%)	3,892,828.94	

CITY OF PORT ALBERNI
WATER REVENUE FUND
For the Three Months Ending March 31, 2016
For Management Purposes Only

	March	Budget	Variance	% Variance	Prior Year	Budget
Water Revenue Fund						
Revenue From Operations						
Sales of Service						
054421 Metered Sales	\$33,867.24	(\$2,962,346.00)	\$2,996,213.24	(101.14%)	\$6,294.19	(\$2,693,042.00)
054431 Connections	(12,979.36)	(34,437.24)	21,457.88	(62.31%)		(33,762.00)
054432 Turn-On Charges		(324.36)	324.36	(100.00%)	(170.00)	(318.00)
054433 Service Charges Sundry	(575.00)	(8,658.78)	8,083.78	(93.36%)	(175.00)	(8,489.00)
Total Sales of Service	20,312.88	(3,005,766.38)	3,026,079.26	(100.68%)	5,949.19	(2,735,611.00)
Other Revenue						
055590 Other Interest		(3,300.00)	3,300.00	(100.00%)		(3,300.00)
055611 Water Penalty	(8,122.15)	(25,000.00)	16,877.85	(67.51%)	(6,241.87)	(25,000.00)
Total Other Revenue	(8,122.15)	(28,300.00)	20,177.85	(71.30%)	(6,241.87)	(28,300.00)
Total Revenue From Operations	12,190.73	(3,034,066.38)	3,046,257.11	(100.40%)	(292.68)	(2,763,911.00)
Water Supply System						
Administration						
064110 Water Administration & Other	63,132.35	15,300.00	47,832.35	312.63%	61,674.21	204,000.00
064121 Engineering Consulting Service	9,391.51	50,000.00	(40,608.49)	(81.22%)	2,700.00	50,000.00
064133 Customer Service Requests	21,381.59	66,000.00	(44,618.41)	(67.60%)	13,123.85	60,000.00
064136 Small Tools/Equipment/Supplies	1,724.78	12,500.00	(10,775.22)	(86.20%)	955.84	15,000.00
064141 Supply Inspection & Operation	31,508.12	168,500.00	(136,991.88)	(81.30%)	34,353.28	175,299.00
064161 Pumping Inspection & Operation	66,112.27	257,000.00	(190,887.73)	(74.28%)	58,791.21	243,200.00
064181 Transmission/Distribution Sys.	80,966.28	286,000.00	(205,033.72)	(71.69%)	58,103.67	291,000.00
064183 Connections	36,631.41	126,000.00	(89,368.59)	(70.93%)	32,643.74	113,000.00
064185 Meters	44,828.20	220,000.00	(175,171.80)	(79.62%)	34,024.21	204,000.00
064187 Hydrants	1,060.96	49,550.00	(48,489.04)	(97.86%)	19,156.21	51,550.00
064194 Cost Of Sales - Water		7,500.00	(7,500.00)	(100.00%)		7,500.00
Total Water Supply System	356,737.47	1,258,350.00	(901,612.53)	(71.65%)	315,526.22	1,414,549.00
Fiscal Services						
068120 Interest On Own Debentures		44,000.00	(44,000.00)	(100.00%)		60,000.00
068130 Principal Install. On Own Deb.		38,743.00	(38,743.00)	(100.00%)		67,163.00
		82,743.00	(82,743.00)	(100.00%)		127,163.00
Transfers to Funds and Reserves						
068211 Transfer To Reserves		1,016,474.00	(1,016,474.00)	(100.00%)		201,699.00
068220 Transfer To Water Capital Fund		482,500.00	(482,500.00)	(100.00%)		1,015,000.00
068910 Debt Reserve Transfer				0.00%		5,500.00
		1,498,974.00	(1,498,974.00)	(100.00%)		1,222,199.00
Total Fiscal Services		1,581,717.00	(1,581,717.00)	(100.00%)		1,349,362.00
Total Expenses	356,737.47	2,840,067.00	(2,483,329.53)	(87.44%)	315,526.22	2,763,911.00
Revenue (Over) Under Expense	368,928.20	(193,999.38)	562,927.58	(290.17%)	315,233.54	

CITY OF PORT ALBERNI
SEWER REVENUE FUND
For the Three Months Ending March 31, 2016
For Management Purposes Only

	March	Budget	Variance	% Variance	Prior Year	Budget
Sewer Revenue Fund						
Revenue From Operations						
Sales of Service						
094421 Sewer Fees	\$13,761.06	(\$2,457,496.80)	\$2,471,257.86	(100.56%)	\$11,801.13	(\$2,234,088.00)
094431 Sewer Connections	(5,500.00)	(33,638.00)	28,138.00	(83.65%)	1,000.00	(30,580.00)
094432 Service Charges Sundry	(72.26)	(3,339.60)	3,267.34	(97.84%)		(3,036.00)
094433 User Charges		(15,363.70)	15,363.70	(100.00%)		(13,967.00)
094441 Sewage Disposal Fees	(5,278.50)	(10,902.10)	5,623.60	(51.58%)	(15,606.00)	(9,911.00)
Total Sales of Service	2,910.30	(2,520,740.20)	2,523,650.50	(100.12%)	(2,804.87)	(2,291,582.00)
Other Revenue						
095590 M.F.A. Debt Reserve Income		(1,000.00)	1,000.00	(100.00%)		(600.00)
095611 Sewer Penalty Charges	(7,286.57)	(13,794.00)	6,507.43	(47.18%)	(5,235.51)	(12,540.00)
095650 Sewer Study Grant						
091210 Local Improvements						
095722 Transfer Of Sewer L/I Charges		(41,098.00)	41,098.00	(100.00%)		(37,362.00)
Total Other Revenue	(7,286.57)	(55,892.00)	48,605.43	(86.96%)	(5,235.51)	(50,502.00)
Total Revenue From Operations	(4,376.27)	(2,576,632.20)	2,572,255.93	(99.83%)	(8,040.38)	(2,342,084.00)
Transfers						
096221 Sewerage Fac. Assist. Grant						
099110 Federal Transfers - Gas Tax-		(40,000.00)	40,000.00	(100.00%)		(40,000.00)
099111 Reserve For Projects/Purchases						
099114 Surplus From Previous Years						
099211 Contr. From General Revenue						
Total Transfers		(40,000.00)	40,000.00	(100.00%)		(40,000.00)
Total Revenue	(4,376.27)	(2,616,632.20)	2,612,255.93	(99.83%)	(8,040.38)	(2,382,084.00)
Expenses						
Administration						
104210 Sewer Administration & Other	71,610.15	42,256.69	29,353.46	69.46%	73,450.90	156,000.00
104221 Contract Services	6,034.88	40,000.00	(33,965.12)	(84.91%)	1,134.00	40,000.00
104233 Customer Service Requests	29,727.83	115,000.00	(85,272.17)	(74.15%)	24,314.48	110,000.00
104236 Small Tools/Equipment/Supplies	1,761.49	15,000.00	(13,238.51)	(88.26%)	2,915.53	15,000.00
Total Administrative Expenses	109,134.35	212,256.69	(103,122.34)	(48.58%)	101,814.91	321,000.00
Collection and Treatment						
104240 Sewage Collection System Maint	16,553.44	198,100.00	(181,546.56)	(91.64%)	36,750.42	204,100.00
104241 Sewer Service Connections	43,870.53	170,140.00	(126,269.47)	(74.22%)	37,402.27	133,140.00
104260 Sewage Lift Stations	67,203.86	158,000.00	(90,796.14)	(57.47%)	41,957.62	213,500.00
104280 Sewage Treatment	49,366.04	279,000.00	(229,633.96)	(82.31%)	53,191.83	278,000.00
104294 Cost Of Sales - Sewer	105.06	2,500.00	(2,394.94)	(95.80%)	106.68	2,500.00
Total Collection and Treatment Expenses	177,098.93	807,740.00	(630,641.07)	(78.07%)	169,408.82	831,240.00

CITY OF PORT ALBERNI
SEWER REVENUE FUND
For the Three Months Ending March 31, 2016
For Management Purposes Only

	March	Budget	Variance	% Variance	Prior Year	Budget
Total Expenses	286,233.28	1,019,996.69	(733,763.41)	(71.94%)	271,223.73	1,152,240.00
Debt						
108193 Banking Service Charges						
108120 Interest On Own Debentures		177,154.00	(177,154.00)	(100.00%)	29,032.16	219,884.00
108130 Principal Install On Own Deb.		136,293.00	(136,293.00)	(100.00%)	66,436.36	202,269.00
		313,447.00	(313,447.00)	(100.00%)	95,468.52	422,153.00
Transfers						
108211 Transfer To Reserves & Allow.		739,945.00	(739,945.00)	(100.00%)		467,691.00
108220 Transfer To Sewer Capital Fund		350,000.00	(350,000.00)	(100.00%)		320,000.00
108910 Debt Reserve Transfer		1,000.00	(1,000.00)	(100.00%)		20,000.00
099212 Sewer Capital Fund						
		1,090,945.00	(1,090,945.00)	(100.00%)		807,691.00
Total Debt and Transfers		1,404,392.00	(1,404,392.00)	(100.00%)	95,468.52	1,229,844.00
Total Expenses, Debt & Transfers	286,233.28	2,424,388.69	(2,138,155.41)	(88.19%)	366,692.25	2,382,084.00
Revenue (Over) Under Expenses	281,857.01	(192,243.51)	474,100.52	(246.61%)	358,651.87	

CITY OF PORT ALBERNI
GENERAL CAPITAL FUND
For the Three Months Ending March 31, 2016
For Management Purposes Only

		March	Budget	Variance	% Variance	Prior Year	Budget
	General Capital Fund						
	Source of Funds						
	Federal and Provincial Assistance						
477211	Federal Assistance						
477411	Provincial Assistance						
478126	Emergency Mgmt BC	85,637.00		85,637.00	0.00%		
	Total Federal and Provincial	85,637.00		85,637.00	0.00%		
478100	Other Contributions				0.00%	(837,301.03)	
					0.00%	(837,301.03)	
478105	New Deal Gas Tax Funding						
	Total Other Contributions				0.00%	(837,301.03)	
	Transfers From Other Funds and Reserves						
478123	P&R Contributions-McLean Mill						
479211	Contr. From Gen. Revenue Fund						
479214	Contr. From Land Sale Reserve						
479221	Contr. From Gen. Revenue Fund						
479223	Contribution From E.R.R.F.						
479224	Contribution From Land Sale						
479231	Contr. From Gen. Revenue Fund						
479233	Contribution From E.R.R.F.						
479234	Contr. From Land Sale Reserves						
479235	Contr From Capital Works Res.						
	Total Transfers from Other Funds and Reserves				0.00%		
	Borrowing						
479222	Short Term Capital Borrowing						
479225	Debenture Borrowing						
	Total Borrowing				0.00%		
	Other Income						
478190	Gain/Loss on Disposals	(1.00)		(1.00)	0.00%		
	Total Source of Funds	85,636.00		85,636.00	0.00%	(837,301.03)	
	Projects						
	Capital Purchases						
485310	Alberni Harbour Quay	53,970.94	70,000.00	(16,029.06)	(22.90%)		25,000.00
485320	Parks & Rec Facil Capital Purc	2,840.00	110,000.00	(107,160.00)	(97.42%)		210,000.00
485325	Parks & Rec - Parks & Playgr.	2,309.50	175,650.00	(173,340.50)	(98.69%)	78,649.58	140,000.00
485330	General Government	24,216.60	170,000.00	(145,783.40)	(85.75%)		225,000.00

CITY OF PORT ALBERNI
GENERAL CAPITAL FUND
For the Three Months Ending March 31, 2016
For Management Purposes Only

	March	Budget	Variance	% Variance	Prior Year	Budget
485350 Fire Protection		118,000.00	(118,000.00)	(100.00%)		98,000.00
485365 McLean Mill Capital Purchases				0.00%		25,000.00
485370 Transportation Services	50,497.37	158,000.00	(107,502.63)	(68.04%)		456,600.00
Total Capital Purchases	133,834.41	801,650.00	(667,815.59)	(83.31%)	78,649.58	1,179,600.00
Capital Construction						
Parks, Recreation and Culture						
485400 Parks Capital Construction	14,218.50	35,000.00	(20,781.50)	(59.38%)		135,000.00
485403 11 Fire Hall Roof Insulation				0.00%	27,799.83	
485406 11 Harbour Quay Washroom				0.00%	6,370.90	
485412 13 Multiplex Energy Audit Upgrade				0.00%	503,579.99	
485414 13 Glenwood Energy Audit Upgrades				0.00%	7,519.91	
Total Capital Construction	14,218.50	35,000.00	(20,781.50)	(59.38%)	545,270.63	135,000.00
Paving and Road Construction						
485435 14 Paving & Road Construction	270,378.87	730,000.00	(459,621.13)	(62.96%)		778,600.00
Total Paving and Road Construction	270,378.87	730,000.00	(459,621.13)	(62.96%)		778,600.00
Storm Drain Construction						
485450 Storm Drain Construction	184,199.12	385,000.00	(200,800.88)	(52.16%)	103,479.82	711,000.00
Total Storm Drain Construction	184,199.12	385,000.00	(200,800.88)	(52.16%)	103,479.82	711,000.00
Other Construction						
485486 08 Signal Controller Software		175,000.00	(175,000.00)	(100.00%)	20,380.56	
485490 14 Works Other Capital Projects	3,080,569.55		3,080,569.55	0.00%	68,058.80	
485497 12 Tsunami Warn Sys.Stn#1 Rep	2,472.90		2,472.90	0.00%	118,209.44	43,000.00
485499 13 10+Wallace Traffic Control		29,600.00	(29,600.00)	(100.00%)		
Total Other Construction	3,083,042.45	204,600.00	2,878,442.45	1406.86%	206,648.80	43,000.00
Total Projects	3,685,673.35	2,156,250.00	1,529,423.35	70.93%	934,048.83	2,847,200.00
Transfers						
Total Transfers				0.00%		
Revenue (Over) Under Expenses	3,771,309.35	2,156,250.00	1,615,059.35	74.90%	96,747.80	2,847,200.00

CITY OF PORT ALBERNI
WATER CAPITAL FUND
For the Three Months Ending March 31, 2016
For Management Purposes Only

	March	Budget	Variance	% Variance	Prior Year	Budget
Source of Funds						
Federal and Provincial Assistance						
517211 Federal Assistance						
517411 Provincial Assistance						
Total Federal & Provincial Assistance				0.00%		
Other Contributions						
Total Other Contributions				0.00%		
Transfers From Other Funds and Reserves						
Total Transfers				0.00%		
Total Source of Funds				0.00%		
Projects						
Capital Construction						
525310 Capital Purchase/Leased Equip.		10,000.00	(10,000.00)	(100.00%)		
525405 Dead End Water Main Upgrades	17,177.34		17,177.34	0.00%	25,766.97	100,000.00
525416 2014 North Cr-7th - 10th Ave	314,388.66	672,500.00	(358,111.34)	(53.25%)		915,000.00
Total Capital Construction	331,566.00	682,500.00	(350,934.00)	(51.42%)	25,766.97	1,015,000.00
Treatment, Pumping & Metering						
525420 Treatment, Pumping & Metering	542.75	130,000.00	(129,457.25)	(99.58%)	11,657.36	
525424 12 Bainbridge Treatment Plant Ph 1	31,507.01		31,507.01	0.00%	2,657,957.27	
525425 10 SCADA Communications Upgrade	315,619.58		315,619.58	0.00%	300,840.98	
Total Treatment, Pumping & Metering	347,669.34	130,000.00	217,669.34	167.44%	2,970,455.61	
Total Capital Projects	679,235.34	812,500.00	(133,264.66)	(16.40%)	2,996,222.58	1,015,000.00
Transfers						
Total Expenses	679,235.34	812,500.00	(133,264.66)	(16.40%)	2,996,222.58	1,015,000.00
Source of Funds (Over) Under Expenses	679,235.34	812,500.00	(133,264.66)	(16.40%)	2,996,222.58	1,015,000.00

CITY OF PORT ALBERNI
SEWER CAPITAL FUND
For the Three Months Ending March 31, 2016
For Management Purposes Only

	March	Budget	Variance	% Variance	Prior Year	Budget
Source of Funds						
Federal and Provincial Assistance						
Other						
558110 Other Contributions				0.00%	(\$364,791.15)	
558190 Gain/Loss Disp. of Assets Sewr				0.00%	5,294.29	
Total Other				0.00%	(359,496.86)	
Transfers From Funds and Reserves						
Borrowing						
Total Source of Funds				0.00%	(359,496.86)	
Projects						
Main Renewals and Relines						
565408 Small Capital Main Replacement	20,053.04	100,000.00	(79,946.96)	(79.95%)	1,161.15	100,000.00
565416 Renewals and Relines	306.48		306.48	0.00%	606.00	
565427 Renewals and Relines	38,332.90		38,332.90	0.00%		
Total Renewals and Relines	58,692.42	100,000.00	(41,307.58)	(41.31%)	1,767.15	100,000.00
Treatment and Pumping						
565431 12 Sewer Treatment Upgrade	959,051.42		959,051.42	0.00%	806,075.57	
Total Treatment and Pumping	959,051.42		959,051.42	0.00%	806,075.57	
Total Capital Projects	1,017,743.84	100,000.00	917,743.84	917.74%	807,842.72	100,000.00
Transfers						
Total Expenses	1,017,743.84	100,000.00	917,743.84	917.74%	807,842.72	100,000.00
Source of Funds (Over) Under Expenses	1,017,743.84	100,000.00	917,743.84	917.74%	448,345.86	100,000.00

Ranges:	From:	To:	From:	To:
Cheque Number	First	Last	Cheque Date	2/15/2016
Vendor ID	First	Last	Chequebook ID	First
Vendor Name	First	Last		Last

Sorted By: Cheque Date

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
134197	3521	ALBERNI VALLEY MINOR HOCKEY AS	2/17/2016	BMO1	PMCHQ00000492	\$2,100.00
134198	3665	ALBERNI VALLEY REFRIGERATION	2/17/2016	BMO1	PMCHQ00000492	\$115.50
134199	200669	ALBERNI WRESTLING CLUB	2/17/2016	BMO1	PMCHQ00000492	\$2,100.00
134200	52570	ANDREW SHERET LIMITED	2/17/2016	BMO1	PMCHQ00000492	\$20,009.85
134201	7000	BAILEY ELECTRIC CO LTD	2/17/2016	BMO1	PMCHQ00000492	\$4,586.23
134202	203918	BRACK, CHRISTINA	2/17/2016	BMO1	PMCHQ00000492	\$200.00
134203	18719	COCA COLA BOTTLING	2/17/2016	BMO1	PMCHQ00000492	\$1,555.43
134204	21490	DEL EQUIPMENT LIMITED	2/17/2016	BMO1	PMCHQ00000492	\$843.37
134205	204543	DOROTHY CLARKSTONE IN TRUST	2/17/2016	BMO1	PMCHQ00000492	\$10,450.00
134206	202415	ESC AUTOMATION INC	2/17/2016	BMO1	PMCHQ00000492	\$890.64
134207	204695	FPOABC	2/17/2016	BMO1	PMCHQ00000492	\$500.00
134208	27370	HARLAN FAIRBANKS CO	2/17/2016	BMO1	PMCHQ00000492	\$634.97
134209	204262	KLEYN, MICHAEL	2/17/2016	BMO1	PMCHQ00000492	\$1,728.00
134210	37050	MAGIC MOMENTS SHIRTS & PRINT S	2/17/2016	BMO1	PMCHQ00000492	\$311.30
134211	91167	MILLER, DORIANNE	2/17/2016	BMO1	PMCHQ00000492	\$1,440.00
134212	202311	MILLIKEN, LENORA	2/17/2016	BMO1	PMCHQ00000492	\$75.00
134213	42598	NORTH DOUGLAS FOOD SERVICE DIS	2/17/2016	BMO1	PMCHQ00000492	\$3,405.95
134214	43190	OLD DUTCH FOODS LTD	2/17/2016	BMO1	PMCHQ00000492	\$127.89
134215	203043	PELECH, JEFF	2/17/2016	BMO1	PMCHQ00000492	\$886.23
134216	204724	PORT ALBERNI LADIES NON CONTAC	2/17/2016	BMO1	PMCHQ00000492	\$1,800.00
134217	47333	QUALITY FOODS	2/17/2016	BMO1	PMCHQ00000492	\$150.81
134218	202973	ROBERTS, MIKAELA	2/17/2016	BMO1	PMCHQ00000492	\$200.00
134219	203356	SAMSON, NOMI	2/17/2016	BMO1	PMCHQ00000492	\$400.00
134220	52450	SHAW CABLE	2/17/2016	BMO1	PMCHQ00000492	\$190.30
134221	10920	TELUS	2/17/2016	BMO1	PMCHQ00000492	\$9,648.53
134222	10868	TELUS MOBILITY CELLULAR INC	2/17/2016	BMO1	PMCHQ00000492	\$3,031.33
134223	204723	VOYSEY, SCOTT	2/17/2016	BMO1	PMCHQ00000492	\$60.00
134224	60613	WESTCOAST HOME HARDWARE	2/17/2016	BMO1	PMCHQ00000492	\$319.35
134225	30130	WESTERN VANCOUVER ISLAND INDUS	2/17/2016	BMO1	PMCHQ00000492	\$10,000.00
134226	62740	WINDSOR PLYWOOD	2/17/2016	BMO1	PMCHQ00000492	\$2,157.37
134227	559	0946982 BC LTD	2/19/2016	BMO1	PMCHQ00000493	\$2,642.85
134228	24937	A J FORSYTH, A DIVISION OF RUS	2/19/2016	BMO1	PMCHQ00000493	\$79.32
134229	560	ACKLANDS - GRAINGER INC	2/19/2016	BMO1	PMCHQ00000493	\$13,362.27
134230	640	ACME SUPPLIES LTD	2/19/2016	BMO1	PMCHQ00000493	\$1,044.56
134231	27020	AIR LIQUIDE CANADA INC	2/19/2016	BMO1	PMCHQ00000493	\$386.61
134232	1335	AIRGAS CANADA INC.	2/19/2016	BMO1	PMCHQ00000493	\$93.45
134233	1800	ALBERNI COMMUNICATIONS & ELECT	2/19/2016	BMO1	PMCHQ00000493	\$202.72
134234	45585	ALBERNI ECO DRY CLEANERS	2/19/2016	BMO1	PMCHQ00000493	\$1,343.47
134235	200877	ALBERNI GLASS & MIRROR 2003 LT	2/19/2016	BMO1	PMCHQ00000493	\$225.06
134236	2540	ALBERNI INDUSTRIAL MARINE SUPP	2/19/2016	BMO1	PMCHQ00000493	\$23.89
134237	3150	ALBERNI VALLEY CHAMBER OF COMM	2/19/2016	BMO1	PMCHQ00000493	\$2,100.00
134238	3665	ALBERNI VALLEY REFRIGERATION	2/19/2016	BMO1	PMCHQ00000493	\$215.25
134239	52570	ANDREW SHERET LIMITED	2/19/2016	BMO1	PMCHQ00000493	\$3,349.20
134240	200212	ARNFIELD, SHELLEY	2/19/2016	BMO1	PMCHQ00000493	\$585.00
134241	5720	ASPLUNDH CANADA INC	2/19/2016	BMO1	PMCHQ00000493	\$2,205.00
134242	7860	BEAVER CREEK HOME CENTRE	2/19/2016	BMO1	PMCHQ00000493	\$456.85
134243	8600	BERK'S INTERTRUCK LTD	2/19/2016	BMO1	PMCHQ00000493	\$2,145.38
134244	9065	BLACK PRESS GROUP	2/19/2016	BMO1	PMCHQ00000493	\$1,018.20
134245	9475	BOWERMAN EXCAVATING LTD.	2/19/2016	BMO1	PMCHQ00000493	\$4,354.56
134246	10997	BRANDT TRACTOR LTD.	2/19/2016	BMO1	PMCHQ00000493	\$3,504.66
134247	54350	BRENNTAG CANADA INC.	2/19/2016	BMO1	PMCHQ00000493	\$2,060.35
134248	204107	CANADIAN ALBERNI ENGINEERING L	2/19/2016	BMO1	PMCHQ00000493	\$86.44
134249	13790	CANADIAN CORPS OF COMMISSIONAI	2/19/2016	BMO1	PMCHQ00000493	\$1,161.09
134250	14380	CANADIAN LINEN AND UNIFORM SER	2/19/2016	BMO1	PMCHQ00000493	\$243.66
134251	15301	CANADIAN TIRE #488	2/19/2016	BMO1	PMCHQ00000493	\$362.42
134252	203365	CAP-11 PORT ALBERNI	2/19/2016	BMO1	PMCHQ00000493	\$280.00

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
134253	17550	CIRCLE DAIRY 1987 LTD	2/19/2016	BM01	PMCHQ00000493	\$227.34
134254	17640	CITY OF PORT ALBERNI	2/19/2016	BM01	PMCHQ00000493	\$1,587.08
134255	203788	CLOVERDALE PAINT INC	2/19/2016	BM01	PMCHQ00000493	\$15.55
134256	204595	COAST INTERIOR ARCHAEOLOGY	2/19/2016	BM01	PMCHQ00000493	\$1,863.75
134257	18735	COFFEE FUND	2/19/2016	BM01	PMCHQ00000493	\$70.00
134258	18740	COKELY WIRE ROPE LTD	2/19/2016	BM01	PMCHQ00000493	\$103.53
134259	91538	DANNEBERG, INGRID	2/19/2016	BM01	PMCHQ00000493	\$18.48
134260	44880	DB PERKS & ASSOCIATES LTD.	2/19/2016	BM01	PMCHQ00000493	\$3,620.96
134261	22200	DOLANS CONCRETE LTD	2/19/2016	BM01	PMCHQ00000493	\$8,124.37
134262	22526	DUNCAN ELECTRIC MOTOR LTD	2/19/2016	BM01	PMCHQ00000493	\$318.43
134263	23181	EMCO LIMITED	2/19/2016	BM01	PMCHQ00000493	\$564.39
134264	42374	ENEX FUELS LTD.	2/19/2016	BM01	PMCHQ00000493	\$11,749.83
134265	202377	ENTERPRISE PAPER PARKSVILLE	2/19/2016	BM01	PMCHQ00000493	\$57.58
134266	23450	EVITT ELECTRIC CO LTD	2/19/2016	BM01	PMCHQ00000493	\$6.05
134267	23960	FENCELINE PRODUCTS LTD	2/19/2016	BM01	PMCHQ00000493	\$104.33
134268	24098	FIRE CHIEF'S ASSOCIATION OF BC	2/19/2016	BM01	PMCHQ00000493	\$722.00
134269	204557	FUSIONCINE	2/19/2016	BM01	PMCHQ00000493	\$2,296.90
134270	203958	GAGNON, MICHELLE	2/19/2016	BM01	PMCHQ00000493	\$77.00
134271	204276	GARDAWORLD	2/19/2016	BM01	PMCHQ00000493	\$1,358.63
134272	26070	GRAPHICS FACTORY	2/19/2016	BM01	PMCHQ00000493	\$872.48
134273	27009	HACH SALES & SERVICE CANADA	2/19/2016	BM01	PMCHQ00000493	\$398.63
134274	203557	HART, IAN	2/19/2016	BM01	PMCHQ00000493	\$53.96
134275	28067	HETHERINGTON INDUSTRIES LTD	2/19/2016	BM01	PMCHQ00000493	\$145.60
134276	204579	IMAGE X MEDIA	2/19/2016	BM01	PMCHQ00000493	\$2,657.81
134277	30194	INLAND KENWORTH/PARKER PACIFIC	2/19/2016	BM01	PMCHQ00000493	\$5,923.65
134278	204130	J & P DISTRIBUTORS INC.	2/19/2016	BM01	PMCHQ00000493	\$74.71
134279	204676	J MCMILLAN BAILIFF & COLLECTIO	2/19/2016	BM01	PMCHQ00000493	\$213.34
134280	32270	JACK'S TIRE SALES & SERVICES L	2/19/2016	BM01	PMCHQ00000493	\$1,588.67
134281	33496	JUST RITE PRECISION SHARPENING	2/19/2016	BM01	PMCHQ00000493	\$268.80
134282	34000	KGC FIRE RESCUE INC.	2/19/2016	BM01	PMCHQ00000493	\$3,002.68
134283	34420	L B WOODCHOPPERS LTD	2/19/2016	BM01	PMCHQ00000493	\$562.96
134284	204709	LDG ELECTRICAL LIMITED	2/19/2016	BM01	PMCHQ00000493	\$1,092.00
134285	204725	LEYENAAR, CURTIS	2/19/2016	BM01	PMCHQ00000493	\$499.95
134286	40805	LOCAL GOVERNMENT MANAGEMENT AS	2/19/2016	BM01	PMCHQ00000493	\$446.25
134287	203600	LOOMIS EXPRESS	2/19/2016	BM01	PMCHQ00000493	\$81.36
134288	202355	LORDCO PARTS LTD	2/19/2016	BM01	PMCHQ00000493	\$2.69
134289	36890	M B LABORATORIES LTD	2/19/2016	BM01	PMCHQ00000493	\$5,953.50
134290	36260	MCLEAN & HIGGINS LTD	2/19/2016	BM01	PMCHQ00000493	\$122.85
134291	204335	MOTION CANADA	2/19/2016	BM01	PMCHQ00000493	\$687.32
134292	201071	NEOPOST CANADA LTD.	2/19/2016	BM01	PMCHQ00000493	\$4,002.65
134293	200869	NETLINK COMPUTER INC.	2/19/2016	BM01	PMCHQ00000493	\$487.20
134294	42905	OAK CREEK GOLF & TURF INC.	2/19/2016	BM01	PMCHQ00000493	\$1,268.55
134295	203043	PELECH, JEFF	2/19/2016	BM01	PMCHQ00000493	\$245.28
134296	32500	PLANETCLEAN (NANAIMO) LTD	2/19/2016	BM01	PMCHQ00000493	\$23.90
134297	45725	PORT ALBERNI CIVIC MANAGERS AS	2/19/2016	BM01	PMCHQ00000493	\$410.00
134298	46595	PRAXAIR DISTRIBUTION	2/19/2016	BM01	PMCHQ00000493	\$43.72
134299	46676	PRIORITY MANAGEMENT CANADA	2/19/2016	BM01	PMCHQ00000493	\$99.96
134300	49140	REGIONAL DISTRICT OF ALBERNI C	2/19/2016	BM01	PMCHQ00000493	\$21,241.05
134301	49150	REGIONAL DISTRICT OF ALBERNI C	2/19/2016	BM01	PMCHQ00000493	\$720.00
134302	203689	RICOH CANADA	2/19/2016	BM01	PMCHQ00000493	\$8,185.48
134303	50199	ROCKY MOUNTAIN PHOENIX	2/19/2016	BM01	PMCHQ00000493	\$495.08
134304	50260	ROLLINS MACHINERY LTD	2/19/2016	BM01	PMCHQ00000493	\$3,926.14
134305	203334	RUTTAN, MIKE	2/19/2016	BM01	PMCHQ00000493	\$367.70
134306	203661	SCHAFFERS' EQUIPMENT	2/19/2016	BM01	PMCHQ00000493	\$1,696.50
134307	204315	SFE GLOBAL	2/19/2016	BM01	PMCHQ00000493	\$1,627.50
134308	9325	SHANKS, RONDI	2/19/2016	BM01	PMCHQ00000493	\$60.00
134309	52450	SHAW CABLE	2/19/2016	BM01	PMCHQ00000493	\$71.58
134310	202207	SHERINE INDUSTRIES LTD	2/19/2016	BM01	PMCHQ00000493	\$2,965.23
134311	52733	SHRED-IT INTERNATIONAL ULC	2/19/2016	BM01	PMCHQ00000493	\$174.92
134312	53910	SOUTHSIDE AUTO SUPPLY LTD	2/19/2016	BM01	PMCHQ00000493	\$1,482.47
134313	54170	STAFF FUND	2/19/2016	BM01	PMCHQ00000493	\$64.00
134314	202124	STAPLES ADVANTAGE	2/19/2016	BM01	PMCHQ00000493	\$1,516.38
134315	202288	STAPLES/ BDI 321 PORT ALBERNI	2/19/2016	BM01	PMCHQ00000493	\$584.18

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
134316	204329	STERICYCLE COMMUNICATION SOLUT	2/19/2016	BM01	PMCHQ00000493	\$172.04
134317	204270	STEWART, GERRY	2/19/2016	BM01	PMCHQ00000493	\$640.00
134318	204338	TAEKEMA TRANSPORT LTD	2/19/2016	BM01	PMCHQ00000493	\$1,890.00
134319	10868	TELUS MOBILITY CELLULAR INC	2/19/2016	BM01	PMCHQ00000493	\$226.24
134320	55727	TEMPEST DEVELOPMENT GROUP INC.	2/19/2016	BM01	PMCHQ00000493	\$10,235.99
134321	203092	TKS HYDRAULICS & SUPPLY	2/19/2016	BM01	PMCHQ00000493	\$502.89
134322	57040	UAP INC	2/19/2016	BM01	PMCHQ00000493	\$56.17
134323	57080	UNISOURCE CANADA INC	2/19/2016	BM01	PMCHQ00000493	\$629.57
134324	59420	VIMAR EQUIPMENT LTD	2/19/2016	BM01	PMCHQ00000493	\$318.24
134325	200217	VOYSEY, SHANE	2/19/2016	BM01	PMCHQ00000493	\$106.00
134326	203499	WESTVAC INDUSTRIAL LTD	2/19/2016	BM01	PMCHQ00000493	\$130.75
134327	61805	WFR WHOLESALE FIRE & RESCUE LT	2/19/2016	BM01	PMCHQ00000493	\$526.52
134328	63095	WURTH CANADA LIMITED	2/19/2016	BM01	PMCHQ00000493	\$388.23
134329	250	A C E COURIER SERVICES	2/24/2016	BM01	PMCHQ00000494	\$103.07
134330	1960	ALBERNI DISTRICT CO-OP ASSOC	2/24/2016	BM01	PMCHQ00000494	\$239.70
134331	202367	BECKETT, SCOTT	2/24/2016	BM01	PMCHQ00000494	\$450.00
134332	9065	BLACK PRESS GROUP	2/24/2016	BM01	PMCHQ00000494	\$1,715.21
134333	203630	BLOCK WATCH SOCIETY OF BC	2/24/2016	BM01	PMCHQ00000494	\$50.00
134334	54350	BRENNTAG CANADA INC.	2/24/2016	BM01	PMCHQ00000494	\$640.71
134335	203363	BUSINESS EXAMINER	2/24/2016	BM01	PMCHQ00000494	\$681.45
134336	204580	COAST ENVIRONMENTAL LTD	2/24/2016	BM01	PMCHQ00000494	\$112.00
134337	16501	FORTIS BC - NATURAL GAS	2/24/2016	BM01	PMCHQ00000494	\$16,918.32
134338	203804	FOURNIER, YOLANDE	2/24/2016	BM01	PMCHQ00000494	\$600.00
134339	202435	FRESH AIR CINEMA INC	2/24/2016	BM01	PMCHQ00000494	\$3,200.95
134340	91414	HAACK, ESTER	2/24/2016	BM01	PMCHQ00000494	\$1,575.00
134341	204727	HAYDEN, AMELIA	2/24/2016	BM01	PMCHQ00000494	\$48.58
134342	204726	HOFMAN, ARLEEN	2/24/2016	BM01	PMCHQ00000494	\$120.00
134343	204574	IGI RESOURCES	2/24/2016	BM01	PMCHQ00000494	\$5,420.42
134344	203488	K & G INSTALLATIONS LTD.	2/24/2016	BM01	PMCHQ00000494	\$96,580.49
134345	34170	KOCH, SARINA	2/24/2016	BM01	PMCHQ00000494	\$560.00
134346	51746	KRAUSE, LISA	2/24/2016	BM01	PMCHQ00000494	\$27.72
134347	203600	LOOMIS EXPRESS	2/24/2016	BM01	PMCHQ00000494	\$60.08
134348	27010	NOU-CHAH-NOLTH TRIBAL COUNCIL	2/24/2016	BM01	PMCHQ00000494	\$204.00
134349	203936	ROBINSON, MARGARET	2/24/2016	BM01	PMCHQ00000494	\$288.00
134350	203219	ROTHWELL, CATHY	2/24/2016	BM01	PMCHQ00000494	\$136.49
134351	52450	SHAW CABLE	2/24/2016	BM01	PMCHQ00000494	\$88.31
134352	203456	SHIFT ENERGY GROUP	2/24/2016	BM01	PMCHQ00000494	\$3,150.00
134353	201775	SMITH, CARRIE	2/24/2016	BM01	PMCHQ00000494	\$800.00
134354	53500	SMITTY'S	2/24/2016	BM01	PMCHQ00000494	\$525.00
134355	200969	VAN NISPEN, PIP	2/24/2016	BM01	PMCHQ00000494	\$960.00
134356	250	A C E COURIER SERVICES	3/2/2016	BM01	PMCHQ00000495	\$600.50
134357	204576	ABSOLUTE ENERGY INC	3/2/2016	BM01	PMCHQ00000495	\$120.53
134358	52570	ANDREW SHERET LIMITED	3/2/2016	BM01	PMCHQ00000495	\$10,260.09
134359	204504	ACN REED STENHOUSE	3/2/2016	BM01	PMCHQ00000495	\$251,813.00
134360	10950	B C TRANSIT	3/2/2016	BM01	PMCHQ00000495	\$78,051.00
134361	6670	B O A B C	3/2/2016	BM01	PMCHQ00000495	\$430.50
134362	6950	BAGLEY, CATHY	3/2/2016	BM01	PMCHQ00000495	\$100.00
134363	203918	BRACK, CHRISTINA	3/2/2016	BM01	PMCHQ00000495	\$40.00
134364	15695	CANSCOTT MANAGEMENT SERVICES L	3/2/2016	BM01	PMCHQ00000495	\$8,445.12
134365	18960	COLYN, JACOB	3/2/2016	BM01	PMCHQ00000495	\$92.00
134366	19300	COMOX PACIFIC EXPRESS LTD	3/2/2016	BM01	PMCHQ00000495	\$203.68
134367	202792	GIBSON, KARLI	3/2/2016	BM01	PMCHQ00000495	\$499.07
134368	28205	HILTON CENTRE	3/2/2016	BM01	PMCHQ00000495	\$599.00
134369	201237	KOBUS, KARINA	3/2/2016	BM01	PMCHQ00000495	\$1,063.91
134370	35105	LEWKOWICH GEOTECHNICAL ENGINEE	3/2/2016	BM01	PMCHQ00000495	\$2,069.25
134371	203600	LOOMIS EXPRESS	3/2/2016	BM01	PMCHQ00000495	\$359.70
134372	204205	MABLEY, STEVE	3/2/2016	BM01	PMCHQ00000495	\$120.31
134373	203584	MARTENS, JAKE	3/2/2016	BM01	PMCHQ00000495	\$32.95
134374	204502	MINIONS, SHARIE	3/2/2016	BM01	PMCHQ00000495	\$190.87
134375	204623	PATTERSON, WES	3/2/2016	BM01	PMCHQ00000495	\$290.81
134376	203043	PELECH, JEFF	3/2/2016	BM01	PMCHQ00000495	\$110.87
134377	53350	SHANKS, DAVE	3/2/2016	BM01	PMCHQ00000495	\$12,294.96
134378	52365	SHANKS, DAVE	3/2/2016	BM01	PMCHQ00000495	\$1,201.80

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
134379	52450	SHAW CABLE	3/2/2016	BM01	PMCHQ00000495	\$297.22
134380	53999	SPIFFY IN A JIFFY JANITORIAL I	3/2/2016	BM01	PMCHQ00000495	\$1,260.00
134381	204728	VANCOUVER ISLAND CHAPTER OF TH	3/2/2016	BM01	PMCHQ00000495	\$183.75
134382	62795	WOOD ENERGY TECHNOLOGY TRANSFE	3/2/2016	BM01	PMCHQ00000495	\$105.00
134383	4340	AMERICAN WATER WORKS ASSOC	3/9/2016	BM01	PMCHQ00000496	\$182.00
134384	52570	ANDREW SHERET LIMITED	3/9/2016	BM01	PMCHQ00000496	\$7,441.60
134385	10360	B C HYDRO & POWER AUTHORITY	3/9/2016	BM01	PMCHQ00000496	\$104,342.94
134386	204438	BILODEAU, STEVE	3/9/2016	BM01	PMCHQ00000496	\$317.90
134387	202286	BUTT, MICHELLE	3/9/2016	BM01	PMCHQ00000496	\$23.60
134388	202608	CNJ LIGHTING SOLUTIONS	3/9/2016	BM01	PMCHQ00000496	\$242.55
134389	18719	COCA COLA BOTTLING	3/9/2016	BM01	PMCHQ00000496	\$898.40
134390	202896	DEL RIO, JIM	3/9/2016	BM01	PMCHQ00000496	\$189.00
134391	203958	GAGNON, MICHELLE	3/9/2016	BM01	PMCHQ00000496	\$28.14
134392	27370	HARLAN FAIRBANKS CO	3/9/2016	BM01	PMCHQ00000496	\$626.21
134393	203417	HAUTZINGER, TIM	3/9/2016	BM01	PMCHQ00000496	\$61.56
134394	203901	MARINKA KURUCZ	3/9/2016	BM01	PMCHQ00000496	\$275.00
134395	39580	MINISTER OF FINANCE PESTICIDE	3/9/2016	BM01	PMCHQ00000496	\$250.00
134396	42598	NORTH DOUGLAS FOOD SERVICE DIS	3/9/2016	BM01	PMCHQ00000496	\$2,787.09
134397	43190	OLD DUTCH FOODS LTD	3/9/2016	BM01	PMCHQ00000496	\$348.39
134398	45593	PLEY, TIM	3/9/2016	BM01	PMCHQ00000496	\$123.69
134399	48370	RECEIVER GENERAL FOR CANADA -	3/9/2016	BM01	PMCHQ00000496	\$1,310,669.15
134400	203936	ROBINSON, MARGARET	3/9/2016	BM01	PMCHQ00000496	\$442.00
134401	52450	SHAW CABLE	3/9/2016	BM01	PMCHQ00000496	\$123.15
134402	53999	SPIFFY IN A JIFFY JANITORIAL I	3/9/2016	BM01	PMCHQ00000496	\$1,260.00
134403	57050	UBCM - Union of BC Municipalit	3/9/2016	BM01	PMCHQ00000496	\$9,087.11
134404	204700	VAN ADRICHEM, RHONDA	3/9/2016	BM01	PMCHQ00000496	\$34.33
134405	204731	WHITE, SHANNON	3/9/2016	BM01	PMCHQ00000496	\$9.80
134406	44520	PARKS & RECREATION PETTY CASH	3/10/2016	BM01	PMCHQ00000497	\$149.04
134407	559	0946982 BC LTD	3/10/2016	BM01	PMCHQ00000498	\$8,336.48
134408	555	ACHINBACK FOUNDRY	3/10/2016	BM01	PMCHQ00000498	\$1,039.75
134409	560	ACKLANDS - GRAINGER INC	3/10/2016	BM01	PMCHQ00000498	\$5,186.94
134410	640	ACME SUPPLIES LTD	3/10/2016	BM01	PMCHQ00000498	\$595.04
134411	203082	ADVANCED AUTOMATIC DOORS	3/10/2016	BM01	PMCHQ00000498	\$236.46
134412	1000	AGO INDUSTRIES INC	3/10/2016	BM01	PMCHQ00000498	\$192.17
134413	27020	AIR LIQUIDE CANADA INC	3/10/2016	BM01	PMCHQ00000498	\$801.56
134414	1335	AIRGAS CANADA INC.	3/10/2016	BM01	PMCHQ00000498	\$88.96
134415	29104	ALBERNI COLOUR CORNER	3/10/2016	BM01	PMCHQ00000498	\$1,203.47
134416	45585	ALBERNI ECO DRY CLEANERS	3/10/2016	BM01	PMCHQ00000498	\$1,421.96
134417	2540	ALBERNI INDUSTRIAL MARINE SUPP	3/10/2016	BM01	PMCHQ00000498	\$240.50
134418	3665	ALBERNI VALLEY REFRIGERATION	3/10/2016	BM01	PMCHQ00000498	\$115.50
134419	204596	ALGIS CONSULTING LTD	3/10/2016	BM01	PMCHQ00000498	\$559.12
134420	52570	ANDREW SHERET LIMITED	3/10/2016	BM01	PMCHQ00000498	\$795.56
134421	5450	ARROWSMITH GLASS	3/10/2016	BM01	PMCHQ00000498	\$468.66
134422	5720	ASPLUNDH CANADA INC	3/10/2016	BM01	PMCHQ00000498	\$1,495.20
134423	5740	ASSOCIATED ENGINEERING (BC) LT	3/10/2016	BM01	PMCHQ00000498	\$8,359.61
134424	9900	B C AIR FILTER LTD	3/10/2016	BM01	PMCHQ00000498	\$653.47
134425	7860	BEAVER CREEK HOME CENTRE	3/10/2016	BM01	PMCHQ00000498	\$351.51
134426	8600	BERK'S INTERTRUCK LTD	3/10/2016	BM01	PMCHQ00000498	\$2,656.23
134427	9065	BLACK PRESS GROUP	3/10/2016	BM01	PMCHQ00000498	\$152.01
134428	9475	BOWERMAN EXCAVATING LTD.	3/10/2016	BM01	PMCHQ00000498	\$42,424.31
134429	9515	BOWMARK CONCRETE LTD.	3/10/2016	BM01	PMCHQ00000498	\$640.49
134430	10997	BRANDT TRACTOR LTD.	3/10/2016	BM01	PMCHQ00000498	\$290.13
134431	54350	BRENNTAG CANADA INC.	3/10/2016	BM01	PMCHQ00000498	\$1,251.24
134432	203484	CAMLOCK HOLDINGS LTD	3/10/2016	BM01	PMCHQ00000498	\$767.78
134433	204107	CANADIAN ALBERNI ENGINEERING I	3/10/2016	BM01	PMCHQ00000498	\$5,291.62
134434	13790	CANADIAN CORPS OF COMMISSIONAI	3/10/2016	BM01	PMCHQ00000498	\$2,206.07
134435	14380	CANADIAN LINEN AND UNIFORM SER	3/10/2016	BM01	PMCHQ00000498	\$738.15
134436	15301	CANADIAN TIRE #488	3/10/2016	BM01	PMCHQ00000498	\$1,081.45
134437	17550	CIRCLE DAIRY 1987 LTD	3/10/2016	BM01	PMCHQ00000498	\$164.52
134438	203788	CLOVERDALE PAINT INC	3/10/2016	BM01	PMCHQ00000498	\$186.31
134439	204149	COAST HERITAGE CONSULTING	3/10/2016	BM01	PMCHQ00000498	\$1,600.00
134440	204585	COAST INTERIOR ARCHITECTURE	3/10/2016	BM01	PMCHQ00000498	\$9,990.91
134441	23250	COASTAL PEST MANAGEMENT	3/10/2016	BM01	PMCHQ00000498	\$47.25

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
134442	18735	COFFEE FUND	3/10/2016	BMO1	PMCHQ00000498	\$72.50
134443	18740	COKEY WIRE ROPE LTD	3/10/2016	BMO1	PMCHQ00000498	\$119.83
134444	201803	CO-OPERATORS, THE	3/10/2016	BMO1	PMCHQ00000498	\$18,841.83
134445	28173	DANN HIGGINS GAS SERVICES	3/10/2016	BMO1	PMCHQ00000498	\$1,717.26
134446	44880	DB PERKS & ASSOCIATES LTD.	3/10/2016	BMO1	PMCHQ00000498	\$69.26
134447	202896	DEL RIO, JIM	3/10/2016	BMO1	PMCHQ00000498	\$840.00
134448	22200	DOLANS CONCRETE LTD	3/10/2016	BMO1	PMCHQ00000498	\$7,446.41
134449	18008	DOROTHY CLARKSTONE NOTARY CORP	3/10/2016	BMO1	PMCHQ00000498	\$458.47
134450	201054	E-CARD ID PRODUCTS	3/10/2016	BMO1	PMCHQ00000498	\$569.75
134451	42374	ENEX FUELS LTD.	3/10/2016	BMO1	PMCHQ00000498	\$17,346.45
134452	203480	ENVIROSMART BIODEGRADABLES	3/10/2016	BMO1	PMCHQ00000498	\$1,476.85
134453	202415	ESC AUTOMATION INC	3/10/2016	BMO1	PMCHQ00000498	\$193.20
134454	23450	EVITT ELECTRIC CO LTD	3/10/2016	BMO1	PMCHQ00000498	\$26.66
134455	23495	EXHAUST MASTERS - A.P. BRAKE &	3/10/2016	BMO1	PMCHQ00000498	\$993.78
134456	204729	GALLIC, MARIAN	3/10/2016	BMO1	PMCHQ00000498	\$49.51
134457	204276	GARDAWORLD	3/10/2016	BMO1	PMCHQ00000498	\$1,358.63
134458	26070	GRAPHICS FACTORY	3/10/2016	BMO1	PMCHQ00000498	\$1,338.40
134459	26710	GUILLEVIN INT. INC. IND/SAFETY	3/10/2016	BMO1	PMCHQ00000498	\$136.76
134460	27009	HACH SALES & SERVICE CANADA	3/10/2016	BMO1	PMCHQ00000498	\$230.49
134461	28067	HETHERINGTON INDUSTRIES LTD	3/10/2016	BMO1	PMCHQ00000498	\$156.80
134462	28877	HOULE PRINTING	3/10/2016	BMO1	PMCHQ00000498	\$33.60
134463	29050	HUB CITY PAVING LTD	3/10/2016	BMO1	PMCHQ00000498	\$1,835.19
134464	204579	IMAGE X MEDIA	3/10/2016	BMO1	PMCHQ00000498	\$4,856.25
134465	202319	INDUSTRIAL ALLIANCE INSURANCE	3/10/2016	BMO1	PMCHQ00000498	\$444.70
134466	30194	INLAND KENWORTH/PARKER PACIFIC	3/10/2016	BMO1	PMCHQ00000498	\$6.94
134467	30230	INPROTECT SYSTEMS INC	3/10/2016	BMO1	PMCHQ00000498	\$4,649.91
134468	204340	ISLAND BACKFLOW TESTING	3/10/2016	BMO1	PMCHQ00000498	\$157.50
134469	33500	JUSTICE INSTITUTE OF BC	3/10/2016	BMO1	PMCHQ00000498	\$53.57
134470	34215	KOERS & ASSOCIATES ENGINEERING	3/10/2016	BMO1	PMCHQ00000498	\$32,295.14
134471	34420	L B WOODCHOPPERS LTD	3/10/2016	BMO1	PMCHQ00000498	\$2,189.79
134472	203693	LADYBIRD ENGRAVING & WEB CREAT	3/10/2016	BMO1	PMCHQ00000498	\$84.00
134473	36878	LAFARGE ASPHALT TECHNOLOGIES	3/10/2016	BMO1	PMCHQ00000498	\$9,968.11
134474	35220	LITTLE VALLEY DELI	3/10/2016	BMO1	PMCHQ00000498	\$284.76
134475	202355	LORDCO PARTS LTD	3/10/2016	BMO1	PMCHQ00000498	\$381.89
134476	36890	M B LABORATORIES LTD	3/10/2016	BMO1	PMCHQ00000498	\$3,183.60
134477	35595	MACDERMOTTS INSURANCE AGENCY L	3/10/2016	BMO1	PMCHQ00000498	\$1,527.00
134478	36260	MCLEAN & HIGGINS LTD	3/10/2016	BMO1	PMCHQ00000498	\$883.17
134479	38161	MID ISLAND FIRE EQUIPMENT LTD	3/10/2016	BMO1	PMCHQ00000498	\$734.48
134480	203389	MINISTER OF GOVERNMENT SERVICE	3/10/2016	BMO1	PMCHQ00000498	\$61.89
134481	41801	ND GRAPHICS	3/10/2016	BMO1	PMCHQ00000498	\$2,334.37
134482	290067	NORTH ISLAND TRACTOR	3/10/2016	BMO1	PMCHQ00000498	\$251.71
134483	204599	NORTH WEST ENVIRONMENTAL GROUP	3/10/2016	BMO1	PMCHQ00000498	\$1,415.93
134484	27010	NUU-CHAH-NULTH TRIBAL COUNCIL	3/10/2016	BMO1	PMCHQ00000498	\$98.00
134485	204164	ORKIN CANADA	3/10/2016	BMO1	PMCHQ00000498	\$139.13
134486	204000	PACIFIC CHEVROLET BUICK GMC	3/10/2016	BMO1	PMCHQ00000498	\$161.66
134487	44520	PARKS & RECREATION PETTY CASH	3/10/2016	BMO1	PMCHQ00000498	\$64.95
134488	201272	PCAG PROPERTY ADVISORS INC	3/10/2016	BMO1	PMCHQ00000498	\$288.75
134489	32500	PLANETCLEAN (NANAIMO) LTD	3/10/2016	BMO1	PMCHQ00000498	\$1,600.53
134490	45800	PORT ALBERNI FIRE FIGHTERS ASS	3/10/2016	BMO1	PMCHQ00000498	\$4,074.00
134491	204326	PORT TECH SECURITY SYSTEMS	3/10/2016	BMO1	PMCHQ00000498	\$489.83
134492	47333	QUALITY FOODS	3/10/2016	BMO1	PMCHQ00000498	\$4,700.04
134493	47950	RAYNER BRACHT CONSTRUCTION	3/10/2016	BMO1	PMCHQ00000498	\$13,783.68
134494	48944	RECREATION FACILITIES ASSOC OF	3/10/2016	BMO1	PMCHQ00000498	\$63.00
134495	49140	REGIONAL DISTRICT OF ALBERNI C	3/10/2016	BMO1	PMCHQ00000498	\$21,305.65
134496	203936	ROBINSON, MARGARET	3/10/2016	BMO1	PMCHQ00000498	\$476.00
134497	203661	SCHAFFERS' EQUIPMENT	3/10/2016	BMO1	PMCHQ00000498	\$545.76
134498	204600	SENIORS LIVING MAGAZINE	3/10/2016	BMO1	PMCHQ00000498	\$708.75
134499	9325	SHANKS, RONDI	3/10/2016	BMO1	PMCHQ00000498	\$38.23
134500	202207	SHERINE INDUSTRIES LTD	3/10/2016	BMO1	PMCHQ00000498	\$662.97
134501	52640	SHERWOOD AUTO PARTS AND RADIAT	3/10/2016	BMO1	PMCHQ00000498	\$72.80
134502	204133	SIMS ASSOCIATES	3/10/2016	BMO1	PMCHQ00000498	\$866.25
134503	53810	SOUTHSIDE AUTO SUPPLY LTD	3/10/2016	BMO1	PMCHQ00000498	\$970.79
134504	54170	STAFF FUND	3/10/2016	BMO1	PMCHQ00000498	\$64.00

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Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
134505	203124	STAPLES ADVANTAGE	3/10/2016	BMO1	PMCHQ00000498	\$1,854.45
134506	202288	STAPLES/ BD# 321 PORT ALBERNI	3/10/2016	BMO1	PMCHQ00000498	\$36.64
134507	204052	STEAMPUNK CAFE & COFFEE HOUSE	3/10/2016	BMO1	PMCHQ00000498	\$399.00
134508	204338	TAEKEMA TRANSPORT LTD	3/10/2016	BMO1	PMCHQ00000498	\$1,890.00
134509	10920	TELUS	3/10/2016	BMO1	PMCHQ00000498	\$79.47
134510	915751	THYSSENKRUPP ELEVATOR	3/10/2016	BMO1	PMCHQ00000498	\$254.69
134511	203092	TKS HYDRAULICS & SUPPLY	3/10/2016	BMO1	PMCHQ00000498	\$141.14
134512	204732	TRAN, KIM	3/10/2016	BMO1	PMCHQ00000498	\$49.57
134513	201617	TURGEON, JOELL	3/10/2016	BMO1	PMCHQ00000498	\$41.80
134514	57040	UAP INC	3/10/2016	BMO1	PMCHQ00000498	\$58.75
134515	57080	UNISOURCE CANADA INC	3/10/2016	BMO1	PMCHQ00000498	\$1,204.22
134516	203234	VAN ISLE FORD	3/10/2016	BMO1	PMCHQ00000498	\$516.34
134517	200217	VOYSEY, SHANE	3/10/2016	BMO1	PMCHQ00000498	\$99.11
134518	60613	WESTCOAST HOME HARDWARE	3/10/2016	BMO1	PMCHQ00000498	\$433.75
134519	204597	WESTERN EQUIPMENT LTD	3/10/2016	BMO1	PMCHQ00000498	\$40.89
134520	30130	WESTERN VANCOUVER ISLAND INDUS	3/10/2016	BMO1	PMCHQ00000498	\$1,499.00
134521	62740	WINDSOR PLYWOOD	3/10/2016	BMO1	PMCHQ00000498	\$1,035.50
134522	200530	YELLOW PAGES GROUP	3/10/2016	BMO1	PMCHQ00000498	\$48.52
134523	35130	YOUNG, ANDERSON	3/10/2016	BMO1	PMCHQ00000498	\$5,902.30
134524	64065	ZEP SALES & SERVICE OF CANADA	3/10/2016	BMO1	PMCHQ00000498	\$645.75
134525	202367	BECKETT, SCOTT	3/16/2016	BMO1	PMCHQ00000499	\$500.00
134526	9868	BRITISH COLUMBIA SAFETY AUTHOR	3/16/2016	BMO1	PMCHQ00000499	\$764.00
134527	15580	CANADIAN UNION OF PUBLIC EMPLO	3/16/2016	BMO1	PMCHQ00000499	\$11,697.38
134528	17470	CICON, GUY	3/16/2016	BMO1	PMCHQ00000499	\$467.50
134529	204614	COMMUNICATION CONNECTION	3/16/2016	BMO1	PMCHQ00000499	\$3,853.59
134530	19200	COMMUNITY ARTS COUNCIL OF THE	3/16/2016	BMO1	PMCHQ00000499	\$840.00
134531	202896	DEL RIO, JIM	3/16/2016	BMO1	PMCHQ00000499	\$1,575.00
134532	204660	GUNTER, CHERA	3/16/2016	BMO1	PMCHQ00000499	\$495.00
134533	91414	HAACK, ESTER	3/16/2016	BMO1	PMCHQ00000499	\$1,522.50
134534	203488	K & G INSTALLATIONS LTD.	3/16/2016	BMO1	PMCHQ00000499	\$15,225.00
134535	34055	KINGSTON, THERESA	3/16/2016	BMO1	PMCHQ00000499	\$75.21
134536	91004	L'HEUREUX, LAURIE	3/16/2016	BMO1	PMCHQ00000499	\$693.00
134537	204582	MAPLEASIA CANADA INVESTMENTS I	3/16/2016	BMO1	PMCHQ00000499	\$9,991.52
134538	203145	MCCOOMBS, GERALD	3/16/2016	BMO1	PMCHQ00000499	\$80.00
134539	204560	MCGRATH CONTRACTING LTD	3/16/2016	BMO1	PMCHQ00000499	\$2,100.00
134540	45725	PORT ALBERNI CIVIC MANAGERS AS	3/16/2016	BMO1	PMCHQ00000499	\$410.00
134541	49140	REGIONAL DISTRICT OF ALBERNI C	3/16/2016	BMO1	PMCHQ00000499	\$5,642.40
134542	49150	REGIONAL DISTRICT OF ALBERNI C	3/16/2016	BMO1	PMCHQ00000499	\$1,440.00
134543	204733	RESOURCE COUNSELLING	3/16/2016	BMO1	PMCHQ00000499	\$231.00
134544	203689	RICOH CANADA	3/16/2016	BMO1	PMCHQ00000499	\$358.40
134545	203356	SAMSON, NOMI	3/16/2016	BMO1	PMCHQ00000499	\$1,000.00
134546	52450	SHAW CABLE	3/16/2016	BMO1	PMCHQ00000499	\$530.62
134547	203598	SLOAN, JOYCE	3/16/2016	BMO1	PMCHQ00000499	\$1,002.75
134548	10920	TELUS	3/16/2016	BMO1	PMCHQ00000499	\$9,269.32
134549	10868	TELUS MOBILITY CELLULAR INC	3/16/2016	BMO1	PMCHQ00000499	\$226.24
134550	56323	TOM HARRIS CELLULAR LTD	3/16/2016	BMO1	PMCHQ00000499	\$92.41
134551	200969	VAN NISPEN, PIP	3/16/2016	BMO1	PMCHQ00000499	\$960.00
134552	202574	WALDRUFF, ERIC	3/16/2016	BMO1	PMCHQ00000499	\$340.00
134554	250	A C E COURIER SERVICES	3/22/2016	BMO1	PMCHQ00000500	\$382.45
134555	203662	AEGIS RECORDS MANAGEMENT INC	3/22/2016	BMO1	PMCHQ00000500	\$975.45
134556	204802	ALBERNI AUTOMATIC TRANSMISSION	3/22/2016	BMO1	PMCHQ00000500	\$2,858.12
134557	204543	DOROTHY CLARKSTONE IN TRUST	3/22/2016	BMO1	PMCHQ00000500	\$198,178.78
134558	18008	DOROTHY CLARKSTONE NOTARY CORP	3/22/2016	BMO1	PMCHQ00000500	\$127.86
134559	16501	FORTIS BC - NATURAL GAS	3/22/2016	BMO1	PMCHQ00000500	\$7,536.01
134561	200694	KING, SHARON	3/22/2016	BMO1	PMCHQ00000500	\$25.59
134562	203600	LOOMIS EXPRESS	3/22/2016	BMO1	PMCHQ00000500	\$139.34
134563	204717	NOILES, AMBER	3/22/2016	BMO1	PMCHQ00000500	\$750.00
134564	204735	PERFECTMIND INC	3/22/2016	BMO1	PMCHQ00000500	\$5,250.00
134565	48080	RECEIVER GENERAL FOR CANADA -	3/22/2016	BMO1	PMCHQ00000500	\$6,015.00
134566	52450	SHAW CABLE	3/22/2016	BMO1	PMCHQ00000500	\$368.16
134567	204329	STERICYCLE COMMUNICATION SOLUT	3/22/2016	BMO1	PMCHQ00000500	\$184.59
134568	10868	TELUS MOBILITY CELLULAR INC	3/22/2016	BMO1	PMCHQ00000500	\$3,125.07
134569	204736	TOWNSHIP OF ESQUIMALT	3/22/2016	BMO1	PMCHQ00000500	\$250.00

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134570	57050	UBCM - Union of BC Municipalit	3/22/2016	BM01	PMCHQ00000500	\$324.21
134571	203234	VAN ISLE FORD	3/22/2016	BM01	PMCHQ00000500	\$414.35
134572	58172	VAN KAM FREIGHTWAYS LTD	3/22/2016	BM01	PMCHQ00000500	\$250.89
134573	200969	VAN NISPEN, PIP	3/22/2016	BM01	PMCHQ00000500	\$800.00
134574	200530	YELLOW PAGES GROUP	3/22/2016	BM01	PMCHQ00000500	\$24.26
134575	559	0946982 BC LTD	3/23/2016	BM01	PMCHQ00000501	\$5,005.35
134576	250	A C E COURIER SERVICES	3/23/2016	BM01	PMCHQ00000501	\$144.90
134577	560	ACKLANDS - GRAINGER INC	3/23/2016	BM01	PMCHQ00000501	\$766.39
134578	640	ACME SUPPLIES LTD	3/23/2016	BM01	PMCHQ00000501	\$496.61
134579	203082	ADVANCED AUTOMATIC DOORS	3/23/2016	BM01	PMCHQ00000501	\$698.46
134580	1335	AIRGAS CANADA INC.	3/23/2016	BM01	PMCHQ00000501	\$123.94
134581	2540	ALBERNI INDUSTRIAL MARINE SUPP	3/23/2016	BM01	PMCHQ00000501	\$1,737.12
134582	203076	ALBERNI VALLEY VACUUMS	3/23/2016	BM01	PMCHQ00000501	\$55.83
134583	10950	B C TRANSIT	3/23/2016	BM01	PMCHQ00000501	\$76,584.00
134584	7000	BAILEY ELECTRIC CO LTD	3/23/2016	BM01	PMCHQ00000501	\$35,032.56
134585	203953	BC FIRE TRAINING OFFICERS ASSO	3/23/2016	BM01	PMCHQ00000501	\$100.00
134586	7860	BEAVER CREEK HOME CENTRE	3/23/2016	BM01	PMCHQ00000501	\$392.20
134587	8600	BERK'S INTERTRUCK LTD	3/23/2016	BM01	PMCHQ00000501	\$47.50
134588	9065	BLACK PRESS GROUP	3/23/2016	BM01	PMCHQ00000501	\$304.04
134589	9475	BOWERMAN EXCAVATING LTD.	3/23/2016	BM01	PMCHQ00000501	\$100,967.94
134590	203918	BRACK, CHRISTINA	3/23/2016	BM01	PMCHQ00000501	\$288.12
134591	54350	BRENNTAG CANADA INC.	3/23/2016	BM01	PMCHQ00000501	\$1,030.18
134592	203363	BUSINESS EXAMINER	3/23/2016	BM01	PMCHQ00000501	\$681.45
134593	201300	BUSINESS IN VANCOUVER	3/23/2016	BM01	PMCHQ00000501	\$3,517.50
134594	202286	BUTT, MICHELLE	3/23/2016	BM01	PMCHQ00000501	\$98.10
134595	203484	CAMLOCK HOLDINGS LTD	3/23/2016	BM01	PMCHQ00000501	\$231.18
134596	13790	CANADIAN CORPS OF COMMISSIONAI	3/23/2016	BM01	PMCHQ00000501	\$1,161.09
134597	14380	CANADIAN LINEN AND UNIFORM SER	3/23/2016	BM01	PMCHQ00000501	\$240.53
134598	15052	CANADIAN RED CROSS SOCIETY - C	3/23/2016	BM01	PMCHQ00000501	\$411.11
134599	15301	CANADIAN TIRE #488	3/23/2016	BM01	PMCHQ00000501	\$63.02
134600	17470	CICON, GUY	3/23/2016	BM01	PMCHQ00000501	\$91.75
134601	17550	CIRCLE DAIRY 1987 LTD	3/23/2016	BM01	PMCHQ00000501	\$156.89
134602	18719	COCA COLA BOTTLING	3/23/2016	BM01	PMCHQ00000501	\$401.23
134603	19300	COMOX PACIFIC EXPRESS LTD	3/23/2016	BM01	PMCHQ00000501	\$345.57
134604	91538	DANNEBERG, INGRID	3/23/2016	BM01	PMCHQ00000501	\$21.56
134605	44880	DB PERKS & ASSOCIATES LTD.	3/23/2016	BM01	PMCHQ00000501	\$827.07
134606	22200	DOLANS CONCRETE LTD	3/23/2016	BM01	PMCHQ00000501	\$9,165.22
134607	42374	ENEX FUELS LTD.	3/23/2016	BM01	PMCHQ00000501	\$5,994.21
134608	23960	FENCELINE PRODUCTS LTD	3/23/2016	BM01	PMCHQ00000501	\$1,976.09
134609	204015	FRIESEN PLASTICS INC	3/23/2016	BM01	PMCHQ00000501	\$549.92
134610	26070	GRAPHICS FACTORY	3/23/2016	BM01	PMCHQ00000501	\$201.10
134611	203753	GREAT WEST ATM LTD	3/23/2016	BM01	PMCHQ00000501	\$145.60
134612	27370	HARLAN FAIRBANKS CO	3/23/2016	BM01	PMCHQ00000501	\$936.96
134613	27850	HAYLOCK BROS PAVING LTD	3/23/2016	BM01	PMCHQ00000501	\$4,187.78
134614	204004	HEROLD ENGINEERING LIMITED	3/23/2016	BM01	PMCHQ00000501	\$781.36
134615	28205	HILTON CENTRE	3/23/2016	BM01	PMCHQ00000501	\$599.00
134616	31200	IRITEX PUMPS & IRRIGATION INC.	3/23/2016	BM01	PMCHQ00000501	\$365.27
134617	31290	ISLAND BLUE PRINT CO LTD	3/23/2016	BM01	PMCHQ00000501	\$529.31
134618	204022	ISLAND FARM & GARDEN	3/23/2016	BM01	PMCHQ00000501	\$523.95
134619	31675	ISLAND KEY COMPUTER LTD	3/23/2016	BM01	PMCHQ00000501	\$517.44
134620	32270	JACK'S TIRE SALES & SERVICES L	3/23/2016	BM01	PMCHQ00000501	\$198.24
134621	34215	KOERS & ASSOCIATES ENGINEERING	3/23/2016	BM01	PMCHQ00000501	\$32,121.22
134622	34420	L B WOODCHOPPERS LTD	3/23/2016	BM01	PMCHQ00000501	\$180.95
134623	203693	LADYBIRD ENGRAVING & WEB CREAT	3/23/2016	BM01	PMCHQ00000501	\$426.28
134624	34615	LANDMARK CINEMAS	3/23/2016	BM01	PMCHQ00000501	\$367.50
134625	35220	LITTLE VALLEY DELI	3/23/2016	BM01	PMCHQ00000501	\$248.82
134626	36890	M B LABORATORIES LTD	3/23/2016	BM01	PMCHQ00000501	\$42.00
134627	36260	MCLEAN & HIGGINS LTD	3/23/2016	BM01	PMCHQ00000501	\$250.55
134628	38860	MINISTER OF FINANCE	3/23/2016	BM01	PMCHQ00000501	\$2,567.31
134629	204394	MINISTRY OF ENVIRONMENT	3/23/2016	BM01	PMCHQ00000501	\$12,866.05
134630	40381	MONGREL MEDIA	3/23/2016	BM01	PMCHQ00000501	\$1,099.35
134631	203450	NBS TELECOM SOLUTIONS	3/23/2016	BM01	PMCHQ00000501	\$5,625.00
134632	42598	NORTH DOUGLAS FOOD SERVICE DIS	3/23/2016	BM01	PMCHQ00000501	\$5,456.53

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
134633	43190	OLD DUTCH FOODS LTD	3/23/2016	BMO1	PMCHQ00000501	\$101.43
134634	43309	OTS	3/23/2016	BMO1	PMCHQ00000501	\$2,885.18
134635	204017	OPUS CONSULTING GROUP LTD	3/23/2016	BMO1	PMCHQ00000501	\$14,667.13
134636	204164	ORKIN CANADA	3/23/2016	BMO1	PMCHQ00000501	\$139.13
134637	43530	PACIFIC CUSTOMS BROKERS	3/23/2016	BMO1	PMCHQ00000501	\$205.83
134638	32500	PLANETCLEAN (NANAIMO) LTD	3/23/2016	BMO1	PMCHQ00000501	\$81.90
134639	204801	PORT ALBERNI FUNTASTIC SPORT S	3/23/2016	BMO1	PMCHQ00000501	\$1,375.00
134640	46595	PRAXAIR DISTRIBUTION	3/23/2016	BMO1	PMCHQ00000501	\$42.22
134641	47333	QUALITY FOODS	3/23/2016	BMO1	PMCHQ00000501	\$843.25
134642	47950	RAYNER BRACHT CONSTRUCTION	3/23/2016	BMO1	PMCHQ00000501	\$6,233.88
134643	49165	REHABILITATION IN MOTION INC	3/23/2016	BMO1	PMCHQ00000501	\$393.75
134644	50260	ROLLINS MACHINERY LTD	3/23/2016	BMO1	PMCHQ00000501	\$8,788.42
134645	53650	S P C A	3/23/2016	BMO1	PMCHQ00000501	\$12,294.96
134646	203661	SCHAFFERS' EQUIPMENT	3/23/2016	BMO1	PMCHQ00000501	\$172.33
134647	204600	SENIORS LIVING MAGAZINE	3/23/2016	BMO1	PMCHQ00000501	\$4,527.60
134648	9325	SHANKS, RONDI	3/23/2016	BMO1	PMCHQ00000501	\$36.30
134649	52375	SHARE CANADA	3/23/2016	BMO1	PMCHQ00000501	\$6,646.50
134650	52450	SHAW CABLE	3/23/2016	BMO1	PMCHQ00000501	\$151.64
134651	52733	SHRED-IT INTERNATIONAL ULC	3/23/2016	BMO1	PMCHQ00000501	\$116.61
134652	53726	SOFTCHOICE CORP	3/23/2016	BMO1	PMCHQ00000501	\$153.98
134653	53910	SOUTHSIDE AUTO SUPPLY LTD	3/23/2016	BMO1	PMCHQ00000501	\$638.73
134654	53999	SPIFFY IN A JIFFY JANITORIAL I	3/23/2016	BMO1	PMCHQ00000501	\$1,260.00
134655	203124	STAPLES ADVANTAGE	3/23/2016	BMO1	PMCHQ00000501	\$4,945.81
134656	203092	TKS HYDRAULICS & SUPPLY	3/23/2016	BMO1	PMCHQ00000501	\$687.42
134657	56323	TOM HARRIS CELLULAR LTD	3/23/2016	BMO1	PMCHQ00000501	\$882.72
134658	204737	TWISTED WILLOW STUDIO	3/23/2016	BMO1	PMCHQ00000501	\$360.00
134659	60613	WESTCOAST HOME HARDWARE	3/23/2016	BMO1	PMCHQ00000501	\$190.53
134660	62740	WINDSOR PLYWOOD	3/23/2016	BMO1	PMCHQ00000501	\$919.13
134661	204598	WSP CANADA INC	3/23/2016	BMO1	PMCHQ00000501	\$3,675.00
134662	20208	ZONE WEST LTD	3/23/2016	BMO1	PMCHQ00000501	\$329.85
134664	203488	K & G INSTALLATIONS LTD.	3/30/2016	BMO1	PMCHQ00000503	\$77,124.17
134665	204739	A D S S DRY GRAD 2016	3/30/2016	BMO1	PMCHQ00000504	\$2,100.00
134666	1960	ALBERNI DISTRICT CO-OP ASSOC	3/30/2016	BMO1	PMCHQ00000504	\$356.12
134667	204526	ALBERNI VALLEY AIRBORNE	3/30/2016	BMO1	PMCHQ00000504	\$300.00
134668	204438	BILODEAU, STEVE	3/30/2016	BMO1	PMCHQ00000504	\$660.00
134669	11786	BUILDING OFFICIALS ASSOC OF B	3/30/2016	BMO1	PMCHQ00000504	\$682.50
134670	27371	HARDING, SHELLEY	3/30/2016	BMO1	PMCHQ00000504	\$25.47
134671	34420	I B WOODCHOPPERS LTD	3/30/2016	BMO1	PMCHQ00000504	\$560.00
134672	203389	MINISTER OF GOVERNMENT SERVICE	3/30/2016	BMO1	PMCHQ00000504	\$34.63
134673	44520	PARKS & RECREATION PETTY CASH	3/30/2016	BMO1	PMCHQ00000504	\$24.91
134674	45593	PLEY, TIM	3/30/2016	BMO1	PMCHQ00000504	\$608.78
134675	25322	PORT ALBERNI FIRE DEPARTMENT P	3/30/2016	BMO1	PMCHQ00000504	\$72.85
134676	204738	RACZ, ALISHA	3/30/2016	BMO1	PMCHQ00000504	\$770.00
134677	203219	ROTHWELL, CATHY	3/30/2016	BMO1	PMCHQ00000504	\$202.27
134678	204525	THE HOCKEY BAGS	3/30/2016	BMO1	PMCHQ00000504	\$300.00
134679	200761	TRIBUNE BAY OUTDOOR EDUCATION	3/30/2016	BMO1	PMCHQ00000504	\$500.00
134680	204576	ABSOLUTE ENERGY INC	4/6/2016	BMO1	PMCHQ00000505	\$100.07
134681	202820	ARROWSMITH ROTARY	4/6/2016	BMO1	PMCHQ00000505	\$3,325.00
134682	6950	BAGLEY, CATHY	4/6/2016	BMO1	PMCHQ00000505	\$361.54
134683	7000	BAILEY ELECTRIC CO LTD	4/6/2016	BMO1	PMCHQ00000505	\$8,378.92
134684	202367	BECKETT, SCOTT	4/6/2016	BMO1	PMCHQ00000505	\$3,000.00
134685	17640	CITY OF PORT ALBERNI	4/6/2016	BMO1	PMCHQ00000505	\$750.00
134686	204230	COUNTERFORCE CORPORATION	4/6/2016	BMO1	PMCHQ00000505	\$1,945.50
134687	16501	FORTIS BC - NATURAL GAS	4/6/2016	BMO1	PMCHQ00000505	\$4,582.03
134688	201953	HALEY, JOHN	4/6/2016	BMO1	PMCHQ00000505	\$4,663.68
134689	204574	IGI RESOURCES	4/6/2016	BMO1	PMCHQ00000505	\$4,177.36
134690	202936	JUMPIN JIMINY'S PLAYLAND AND C	4/6/2016	BMO1	PMCHQ00000505	\$132.30
134691	204715	KROMREY, MARTINA	4/6/2016	BMO1	PMCHQ00000505	\$64.00
134692	203972	KWAN, NATHAN	4/6/2016	BMO1	PMCHQ00000505	\$172.45
134693	203914	NEWBERRY, JORDAN	4/6/2016	BMO1	PMCHQ00000505	\$120.77
134694	44520	PARKS & RECREATION PETTY CASH	4/6/2016	BMO1	PMCHQ00000505	\$125.30
134695	49140	REGIONAL DISTRICT OF ALBERNI C	4/6/2016	BMO1	PMCHQ00000505	\$103,023.96
134696	203403	ROTARY CLUB OF PORT ALBERNI	4/6/2016	BMO1	PMCHQ00000505	\$280.00

*.Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
134697	203356	SAMSON, NOMI	4/6/2016	BMO1	PMCHQ00000505	\$600.00
134698	915744	SCHWARZ, MIKI	4/6/2016	BMO1	PMCHQ00000505	\$35.83
134699	204740	SKJOLDAL, JESSICA	4/6/2016	BMO1	PMCHQ00000505	\$43.96
134700	203218	STEVENS, STEPHANIE	4/6/2016	BMO1	PMCHQ00000505	\$421.01
134701	200969	VAN NISPEN, PIP	4/6/2016	BMO1	PMCHQ00000505	\$880.00
134702	203300	WESTERN INDUSTRIAL RELATIONS	4/6/2016	BMO1	PMCHQ00000505	\$262.50
134703	559	0946982 BC LTD	4/7/2016	BMO1	PMCHQ00000506	\$2,466.45
134704	250	A C E COURIER SERVICES	4/7/2016	BMO1	PMCHQ00000506	\$145.01
134705	24937	A J FORSYTH, A DIVISION OF RUS	4/7/2016	BMO1	PMCHQ00000506	\$1,607.48
134706	555	ACHINBACK FOUNDRY	4/7/2016	BMO1	PMCHQ00000506	\$1,044.48
134708	640	ACME SUPPLIES LTD	4/7/2016	BMO1	PMCHQ00000506	\$441.23
134709	27020	AIR LIQUIDE CANADA INC	4/7/2016	BMO1	PMCHQ00000506	\$353.77
134710	45585	ALBERNI ECO DRY CLEANERS	4/7/2016	BMO1	PMCHQ00000506	\$978.60
134711	2200	ALBERNI FIRST AID	4/7/2016	BMO1	PMCHQ00000506	\$819.00
134712	2540	ALBERNI INDUSTRIAL MARINE SUPP	4/7/2016	BMO1	PMCHQ00000506	\$35.30
134713	204504	AON REED STENHOUSE	4/7/2016	BMO1	PMCHQ00000506	\$762.13
134714	5720	ASPLUNDH CANADA INC	4/7/2016	BMO1	PMCHQ00000506	\$735.00
134715	10360	B C HYDRO & POWER AUTHORITY	4/7/2016	BMO1	PMCHQ00000506	\$187.10
134716	7000	BAILEY ELECTRIC CO LTD	4/7/2016	BMO1	PMCHQ00000506	\$9,440.47
134717	7860	BEAVER CREEK HOME CENTRE	4/7/2016	BMO1	PMCHQ00000506	\$91.47
134718	8600	BERK'S INTERTRUCK LTD	4/7/2016	BMO1	PMCHQ00000506	\$1,333.10
134719	202718	BOSTON PIZZA	4/7/2016	BMO1	PMCHQ00000506	\$55.10
134720	10997	BRANDT TRACTOR LTD.	4/7/2016	BMO1	PMCHQ00000506	\$324.77
134721	203484	CAMLOCK HOLDINGS LTD	4/7/2016	BMO1	PMCHQ00000506	\$113.27
134722	204107	CANADIAN ALBERNI ENGINEERING L	4/7/2016	BMO1	PMCHQ00000506	\$1,356.16
134723	13790	CANADIAN CORPS OF COMMISSIONAI	4/7/2016	BMO1	PMCHQ00000506	\$77.41
134724	14380	CANADIAN LINEN AND UNIFORM SER	4/7/2016	BMO1	PMCHQ00000506	\$589.28
134725	15301	CANADIAN TIRE #488	4/7/2016	BMO1	PMCHQ00000506	\$248.50
134726	15580	CANADIAN UNION OF PUBLIC EMPLO	4/7/2016	BMO1	PMCHQ00000506	\$11,575.94
134727	16201	CASEWARE INTERNATIONAL INC	4/7/2016	BMO1	PMCHQ00000506	\$126.00
134728	17550	CIRCLE DAIRY 1987 LTD	4/7/2016	BMO1	PMCHQ00000506	\$110.04
134729	46589	CLEARTECH INDUSTRIES INC	4/7/2016	BMO1	PMCHQ00000506	\$921.90
134730	203788	CLOVERDALE PAINT INC	4/7/2016	BMO1	PMCHQ00000506	\$129.09
134731	18735	COFFEE FUND	4/7/2016	BMO1	PMCHQ00000506	\$72.50
134732	204614	COMMUNICATION CONNECTION	4/7/2016	BMO1	PMCHQ00000506	\$12,635.69
134733	19300	COMOX PACIFIC EXPRESS LTD	4/7/2016	BMO1	PMCHQ00000506	\$408.50
134734	204527	CPS (CANADA) INC	4/7/2016	BMO1	PMCHQ00000506	\$472.50
134735	20200	CROCKER EQUIPMENT CO LTD	4/7/2016	BMO1	PMCHQ00000506	\$54.89
134736	204343	CYR, RANDY OR ASHLEY	4/7/2016	BMO1	PMCHQ00000506	\$280.00
134737	42374	ENEX FUELS LTD.	4/7/2016	BMO1	PMCHQ00000506	\$6,140.89
134738	23450	EVITT ELECTRIC CO LTD	4/7/2016	BMO1	PMCHQ00000506	\$116.03
134739	23867	FAR WEST FOODS GROUP	4/7/2016	BMO1	PMCHQ00000506	\$527.32
134740	26070	GRAPHICS FACTORY	4/7/2016	BMO1	PMCHQ00000506	\$592.48
134741	203753	GREAT WEST ATM LTD	4/7/2016	BMO1	PMCHQ00000506	\$151.20
134742	27371	HARDING, SHELLEY	4/7/2016	BMO1	PMCHQ00000506	\$71.66
134743	28067	HETHERINGTON INDUSTRIES LTD	4/7/2016	BMO1	PMCHQ00000506	\$1,895.20
134744	29050	HUB CITY PAVING LTD	4/7/2016	BMO1	PMCHQ00000506	\$2,036.47
134745	30194	INLAND KENWORTH/PARKER PACIFIC	4/7/2016	BMO1	PMCHQ00000506	\$270.71
134746	31200	IRITEX PUMPS & IRRIGATION INC.	4/7/2016	BMO1	PMCHQ00000506	\$391.11
134747	29140	JOHN DEERE FINANCIAL	4/7/2016	BMO1	PMCHQ00000506	\$1,452.06
134748	33496	JUST RITE PRECISION SHARPENING	4/7/2016	BMO1	PMCHQ00000506	\$168.00
134749	33777	KENDRICK EQUIPMENT 2003 LTD.	4/7/2016	BMO1	PMCHQ00000506	\$214.85
134750	34420	L B WOODCHOPPERS LTD	4/7/2016	BMO1	PMCHQ00000506	\$456.59
134751	204686	LIN HAW INTERNATIONAL CO LTD	4/7/2016	BMO1	PMCHQ00000506	\$24.21
134752	202355	LORDCO PARTS LTD	4/7/2016	BMO1	PMCHQ00000506	\$168.28
134753	36890	M B LABORATORIES LTD	4/7/2016	BMO1	PMCHQ00000506	\$21.00
134754	37050	MAGIC MOMENTS SHIRTS & PRINT S	4/7/2016	BMO1	PMCHQ00000506	\$19.04
134755	36260	MCLEAN & HIGGINS LTD	4/7/2016	BMO1	PMCHQ00000506	\$423.28
134756	36264	MCLEOD, ILONA	4/7/2016	BMO1	PMCHQ00000506	\$60.06
134757	203107	MERCER, JACK	4/7/2016	BMO1	PMCHQ00000506	\$2,458.05
134758	203674	MYRA SYSTEMS CORP	4/7/2016	BMO1	PMCHQ00000506	\$112,773.36
134759	201071	NEOPROST CANADA LTD	4/7/2016	BMO1	PMCHQ00000506	\$221.71
134760	200869	NETLINK COMPUTER INC.	4/7/2016	BMO1	PMCHQ00000506	\$302.85

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
134761	27010	NUU-CHAH-NULTH TRIBAL COUNCIL	4/7/2016	BM01	PMCHQ00000506	\$197.00
134762	204017	OPUS CONSULTING GROUP LTD	4/7/2016	BM01	PMCHQ00000506	\$2,877.76
134763	46620	PRICE'S ALARM SYSTEMS	4/7/2016	BM01	PMCHQ00000506	\$157.34
134764	47333	QUALITY FOODS	4/7/2016	BM01	PMCHQ00000506	\$1,099.54
134765	48940	REC TEC INDUSTRIES	4/7/2016	BM01	PMCHQ00000506	\$1,790.88
134766	49140	REGIONAL DISTRICT OF ALBERNI C	4/7/2016	BM01	PMCHQ00000506	\$23,807.00
134767	50260	ROLLINS MACHINERY LTD	4/7/2016	BM01	PMCHQ00000506	\$2,902.76
134768	52450	SHAW CABLE	4/7/2016	BM01	PMCHQ00000506	\$492.46
134769	53715	SOCAN	4/7/2016	BM01	PMCHQ00000506	\$543.02
134770	53726	SOFTCHOICE CORP	4/7/2016	BM01	PMCHQ00000506	\$526.31
134771	53910	SOUTHSIDE AUTO SUPPLY LTD	4/7/2016	BM01	PMCHQ00000506	\$231.61
134772	54170	STAFF FUND	4/7/2016	BM01	PMCHQ00000506	\$65.00
134773	203124	STAPLES ADVANTAGE	4/7/2016	BM01	PMCHQ00000506	\$148.84
134774	204338	TAEKEMA TRANSPORT LTD	4/7/2016	BM01	PMCHQ00000506	\$1,984.50
134775	915751	THYSSENKRUPP ELEVATOR	4/7/2016	BM01	PMCHQ00000506	\$254.69
134776	203092	TKS HYDRAULICS & SUPPLY	4/7/2016	BM01	PMCHQ00000506	\$173.66
134777	57080	UNISOURCE CANADA INC	4/7/2016	BM01	PMCHQ00000506	\$1,689.59
134778	200217	VOYSEY, SHANE	4/7/2016	BM01	PMCHQ00000506	\$116.60
134779	60613	WESTCOAST HOME HARDWARE	4/7/2016	BM01	PMCHQ00000506	\$78.82
134780	62740	WINDSOR PLYWOOD	4/7/2016	BM01	PMCHQ00000506	\$1,608.65
134781	62751	WISHBONE INDUSTRIES LTD.	4/7/2016	BM01	PMCHQ00000506	\$6,798.40
134782	63095	WURTH CANADA LIMITED	4/7/2016	BM01	PMCHQ00000506	\$155.61
134783	63140	WYNANS FURNITURE & UPHOLSTERY	4/7/2016	BM01	PMCHQ00000506	\$196.00
134784	35130	YOUNG, ANDERSON	4/7/2016	BM01	PMCHQ00000506	\$3,243.54
134785	204590	E HUSE & ASSOCIATES	4/13/2016	BM01	PMCHQ00000507	\$2,100.00
134786	204521	ALEMANY, CHRIS	4/13/2016	BM01	PMCHQ00000508	\$10.42
134787	BUFFIE, COLTON	Colton Buffie	4/13/2016	BM01	PMCHQ00000508	\$400.00
134788	203606	GAUDET, KEVIN	4/13/2016	BM01	PMCHQ00000508	\$441.00
134789	204188	MCCABE, PAM	4/13/2016	BM01	PMCHQ00000508	\$103.45
134790	203605	MCCONNELL, ROBYN	4/13/2016	BM01	PMCHQ00000508	\$84.00
134791	30130	WESTERN VANCOUVER ISLAND INDUS	4/13/2016	BM01	PMCHQ00000508	\$62,500.00
134792	9065	BLACK PRESS GROUP	4/13/2016	BM01	PMCHQ00000508	\$785.84
134793	204256	MID ISLAND SAFETY CONSULTING I	4/13/2016	BM01	PMCHQ00000508	\$2,764.65
134794	203529	PIPE-EYE VIDEO INSPECTIONS & S	4/13/2016	BM01	PMCHQ00000508	\$5,404.88
134795	200369	KOCH, DIANE	4/13/2016	BM01	PMCHQ00000508	\$268.05
134796	1960	ALBERNI DISTRICT CO-OP ASSOC	4/13/2016	BM01	PMCHQ00000508	\$291.25
134797	6950	BAGLEY, CATHY	4/13/2016	BM01	PMCHQ00000508	\$350.00
134798	7000	BAILEY ELECTRIC CO LTD	4/13/2016	BM01	PMCHQ00000508	\$20,785.08
134799	203918	BRACK, CHRISTINA	4/13/2016	BM01	PMCHQ00000508	\$631.09
134800	204742	IVES, BARRY	4/13/2016	BM01	PMCHQ00000508	\$220.00
134801	203356	SAMSON, NOMI	4/13/2016	BM01	PMCHQ00000508	\$500.00
134802	53999	SPIFFY IN A JIFFY JANITORIAL I	4/13/2016	BM01	PMCHQ00000508	\$1,260.00
134803	49140	REGIONAL DISTRICT OF ALBERNI C	4/13/2016	BM01	PMCHQ00000508	\$292,635.85
134804	203936	ROBINSON, MARGARET	4/13/2016	BM01	PMCHQ00000508	\$119.00
134805	204584	SUMMIT VALVE AND CONTROLS INC	4/13/2016	BM01	PMCHQ00000508	\$23,206.40
134806	10360	B C HYDRO & POWER AUTHORITY	4/13/2016	BM01	PMCHQ00000508	\$91,379.83
134807	202319	INDUSTRIAL ALLIANCE INSURANCE	4/13/2016	BM01	PMCHQ00000508	\$436.66
134808	37463	MASTER MUNICIPAL CONSTRUCTION	4/13/2016	BM01	PMCHQ00000508	\$581.70
134809	10868	TELUS MOBILITY CELLULAR INC	4/13/2016	BM01	PMCHQ00000508	\$3,157.90
134810	204580	COAST ENVIRONMENTAL LTD	4/13/2016	BM01	PMCHQ00000508	\$224.00
134811	560	ACKLANDS - GRATINGER INC	4/13/2016	BM01	PMCHQ00000508	\$1,339.25
134812	201046	DIGITAL POSTAGE ON CALL	4/13/2016	BM01	PMCHQ00000508	\$10,500.00
134813	201803	CO-OPERATORS, THE	4/13/2016	BM01	PMCHQ00000508	\$18,503.14
134814	204741	ALBERNI FITNESS CENTRE	4/20/2016	BM01	PMCHQ00000509	\$152.00
134815	1561	ALBERNI VALLEY BULLDOGS	4/20/2016	BM01	PMCHQ00000509	\$6,887.36
134816	204521	ALEMANY, CHRIS	4/20/2016	BM01	PMCHQ00000509	\$363.40
134817	204504	AON REED STENHOUSE	4/20/2016	BM01	PMCHQ00000509	\$2,997.00
134818	10976	B C W W A (BC Water & Waste A	4/20/2016	BM01	PMCHQ00000509	\$822.45
134819	202367	BECKETT, SCOTT	4/20/2016	BM01	PMCHQ00000509	\$500.00
134820	204647	CHAMBERLAIN, DAVE	4/20/2016	BM01	PMCHQ00000509	\$885.00
134821	18713	COAST WASTE MANAGEMENT ASSOCIA	4/20/2016	BM01	PMCHQ00000509	\$55.00
134822	204742	DAVIS, PAUL	4/20/2016	BM01	PMCHQ00000509	\$100.00
134823	16501	FORTIS BC - NATURAL GAS	4/20/2016	BM01	PMCHQ00000509	\$7,132.42

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
134824	203958	GAGNON, MICHELLE	4/20/2016	BMO1	PMCHQ00000509	\$200.00
134825	202792	GIBSON, KARLI	4/20/2016	BMO1	PMCHQ00000509	\$740.88
134826	25435	GIRI, AMAR	4/20/2016	BMO1	PMCHQ00000509	\$39.59
134827	204727	HAYDEN, AMELIA	4/20/2016	BMO1	PMCHQ00000509	\$35.45
134828	204744	JEANOTTE, MATT	4/20/2016	BMO1	PMCHQ00000509	\$132.00
134829	204262	KLEYN, MICHAEL	4/20/2016	BMO1	PMCHQ00000509	\$3,200.00
134830	204667	LLOYD, BYRON	4/20/2016	BMO1	PMCHQ00000509	\$118.50
134831	40381	MONGREL MEDIA	4/20/2016	BMO1	PMCHQ00000509	\$1,410.50
134832	44587	PAULSON, RON	4/20/2016	BMO1	PMCHQ00000509	\$258.00
134833	45725	PORT ALBERNI CIVIC MANAGERS AS	4/20/2016	BMO1	PMCHQ00000509	\$2,470.00
134834	49929	RANDS, BRIAN	4/20/2016	BMO1	PMCHQ00000509	\$240.00
134835	200900	RECEIVER GENERAL FOR CANADA -	4/20/2016	BMO1	PMCHQ00000509	\$2,250.00
134836	203936	ROBINSON, MARGARET	4/20/2016	BMO1	PMCHQ00000509	\$520.00
134837	203356	SAMSON, NOMI	4/20/2016	BMO1	PMCHQ00000509	\$950.00
134838	201503	SAUVE, DENNIS	4/20/2016	BMO1	PMCHQ00000509	\$217.70
134839	52450	SHAW CABLE	4/20/2016	BMO1	PMCHQ00000509	\$552.23
134840	53499	SMITH, KIRSTEN	4/20/2016	BMO1	PMCHQ00000509	\$65.00
134841	10920	TELUS	4/20/2016	BMO1	PMCHQ00000509	\$9,716.80
134842	10868	TELUS MOBILITY CELLULAR INC	4/20/2016	BMO1	PMCHQ00000509	\$226.24
134843	200969	VAN NISPEN, PIP	4/20/2016	BMO1	PMCHQ00000509	\$960.00
134844	60010	WASHINGTON, DAN	4/20/2016	BMO1	PMCHQ00000509	\$416.86
134845	201857	J ROBBINS CONSTRUCTION	4/20/2016	BMO1	PMCHQ00000510	\$21,000.00
134846	559	0946982 BC LTD	4/21/2016	BMO1	PMCHQ00000511	\$3,861.90
134847	250	A C E COURIER SERVICES	4/21/2016	BMO1	PMCHQ00000511	\$228.99
134848	560	ACKLANDS - GRAINGER INC	4/21/2016	BMO1	PMCHQ00000511	\$906.92
134849	640	ACME SUPPLIES LTD	4/21/2016	BMO1	PMCHQ00000511	\$993.22
134850	1000	AGO INDUSTRIES INC	4/21/2016	BMO1	PMCHQ00000511	\$331.19
134851	27020	AIR LIQUIDE CANADA INC	4/21/2016	BMO1	PMCHQ00000511	\$2,368.80
134852	1335	AIRGAS CANADA INC.	4/21/2016	BMO1	PMCHQ00000511	\$95.10
134853	45585	ALBERNI ECO DRY CLEANERS	4/21/2016	BMO1	PMCHQ00000511	\$84.00
134854	200877	ALBERNI GLASS & MIRROR 2003 LT	4/21/2016	BMO1	PMCHQ00000511	\$1,447.32
134855	3150	ALBERNI VALLEY CHAMBER OF COMM	4/21/2016	BMO1	PMCHQ00000511	\$294.53
134856	52570	ANDREW SHERET LIMITED	4/21/2016	BMO1	PMCHQ00000511	\$14,012.00
134857	7000	BALLEE ELECTRIC CO LTD	4/21/2016	BMO1	PMCHQ00000511	\$3,343.20
134858	204692	BARCLEY SOUNDS CHOIR	4/21/2016	BMO1	PMCHQ00000511	\$140.00
134859	7860	BEAVER CREEK HOME CENTRE	4/21/2016	BMO1	PMCHQ00000511	\$365.57
134860	7910	BEAVER ELECTRICAL MACHINERY LT	4/21/2016	BMO1	PMCHQ00000511	\$2,452.35
134861	8600	BERK'S INTERTRUCK LTD	4/21/2016	BMO1	PMCHQ00000511	\$1,547.96
134862	9065	BLACK PRESS GROUP	4/21/2016	BMO1	PMCHQ00000511	\$136.60
134863	9475	BOWERMAN EXCAVATING LTD.	4/21/2016	BMO1	PMCHQ00000511	\$2,580.48
134864	9515	BOWMARK CONCRETE LTD.	4/21/2016	BMO1	PMCHQ00000511	\$385.75
134865	203623	BRILLIANT TECHNOLOGIES INC	4/21/2016	BMO1	PMCHQ00000511	\$9,324.00
134866	204107	CANADIAN ALBERNI ENGINEERING L	4/21/2016	BMO1	PMCHQ00000511	\$3,940.95
134867	13790	CANADIAN CORPS OF COMMISSIONAI	4/21/2016	BMO1	PMCHQ00000511	\$2,089.96
134868	14380	CANADIAN LINEN AND UNIFORM SER	4/21/2016	BMO1	PMCHQ00000511	\$157.89
134869	15301	CANADIAN TIRE #488	4/21/2016	BMO1	PMCHQ00000511	\$483.77
134870	15925	CARLETON RESCUE EQUIPMENT	4/21/2016	BMO1	PMCHQ00000511	\$2,904.13
134871	17550	CIRCLE DAIRY 1987 LTD	4/21/2016	BMO1	PMCHQ00000511	\$61.86
134872	203788	CLOVERDALE PAINT INC	4/21/2016	BMO1	PMCHQ00000511	\$2,877.19
134873	12586	CMJ EQUIPMENT	4/21/2016	BMO1	PMCHQ00000511	\$2,257.50
134874	204803	COAST INDUSTRIAL MACHINING LTD	4/21/2016	BMO1	PMCHQ00000511	\$828.80
134875	202866	COASTAL BRIDGE & CONSTRUCTION	4/21/2016	BMO1	PMCHQ00000511	\$525.00
134876	23250	COASTAL PEST MANAGEMENT	4/21/2016	BMO1	PMCHQ00000511	\$47.25
134877	204805	COLYN, AARON	4/21/2016	BMO1	PMCHQ00000511	\$750.00
134878	204614	COMMUNICATION CONNECTION	4/21/2016	BMO1	PMCHQ00000511	\$4,727.19
134879	19300	COMOX PACIFIC EXPRESS LTD	4/21/2016	BMO1	PMCHQ00000511	\$68.05
134880	29133	D R CLOUGH CONSULTING	4/21/2016	BMO1	PMCHQ00000511	\$529.83
134881	91538	DANNEBERG, INGRID	4/21/2016	BMO1	PMCHQ00000511	\$30.80
134882	22200	DOLANS CONCRETE LTD	4/21/2016	BMO1	PMCHQ00000511	\$1,457.94
134883	18008	DOROTHY CLARKSTONE NOTARY CORP	4/21/2016	BMO1	PMCHQ00000511	\$77.28
134884	22591	EARTHMAN	4/21/2016	BMO1	PMCHQ00000511	\$1,648.50
134885	203978	ENCORE BUSINESS SOLUTIONS INC	4/21/2016	BMO1	PMCHQ00000511	\$141.75
134886	42374	ENEX FUELS LTD.	4/21/2016	BMO1	PMCHQ00000511	\$11,758.74

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
134887	204276	GARDAWORLD	4/21/2016	BMO1	PMCHQ00000511	\$1,358.63
134888	2003100	GIBSON, MARILYN	4/21/2016	BMO1	PMCHQ00000511	\$105.50
134889	25436	GIRISON LAUNDROMAT	4/21/2016	BMO1	PMCHQ00000511	\$355.95
134890	26070	GRAPHICS FACTORY	4/21/2016	BMO1	PMCHQ00000511	\$44.80
134891	28877	HOULE PRINTING	4/21/2016	BMO1	PMCHQ00000511	\$266.56
134892	30743	INTERIOR TURF EQUIPMENT LTD	4/21/2016	BMO1	PMCHQ00000511	\$810.66
134893	31290	ISLAND BLUE PRINT CO LTD	4/21/2016	BMO1	PMCHQ00000511	\$2,508.75
134894	32270	JACK'S TIRE SALES & SERVICES L	4/21/2016	BMO1	PMCHQ00000511	\$4,641.75
134895	32400	JAL DESIGNS AND GRAPHICS INC	4/21/2016	BMO1	PMCHQ00000511	\$439.61
134896	33496	JUST RITE PRECISION SHARPENING	4/21/2016	BMO1	PMCHQ00000511	\$235.20
134897	34420	L B WOODCHOPPERS LTD	4/21/2016	BMO1	PMCHQ00000511	\$1,431.82
134898	201768	LADY ROSE MARINE SERVICES	4/21/2016	BMO1	PMCHQ00000511	\$157.50
134899	204807	LESUEUR, SANDI	4/21/2016	BMO1	PMCHQ00000511	\$163.50
134900	35220	LITTLE VALLEY DELI	4/21/2016	BMO1	PMCHQ00000511	\$62.16
134901	203600	LOOMIS EXPRESS	4/21/2016	BMO1	PMCHQ00000511	\$36.68
134902	202355	LORDCO PARTS LTD	4/21/2016	BMO1	PMCHQ00000511	\$20.30
134903	35576	LUSSIER SOIL & BARK INC.	4/21/2016	BMO1	PMCHQ00000511	\$2,889.32
134904	36890	M B LABORATORIES LTD	4/21/2016	BMO1	PMCHQ00000511	\$2,096.35
134905	203389	MINISTER OF GOVERNMENT SERVICE	4/21/2016	BMO1	PMCHQ00000511	\$29.32
134906	200869	NETLINK COMPUTER INC.	4/21/2016	BMO1	PMCHQ00000511	\$162.18
134907	290067	NORTH ISLAND TRACTOR	4/21/2016	BMO1	PMCHQ00000511	\$29.10
134908	27010	NUU-CHAH-NULTH TRIBAL COUNCIL	4/21/2016	BMO1	PMCHQ00000511	\$306.00
134909	32500	PLANETCLEAN (NANAIMO) LTD	4/21/2016	BMO1	PMCHQ00000511	\$170.06
134910	45800	PORT ALBERNI FIRE FIGHTERS ASS	4/21/2016	BMO1	PMCHQ00000511	\$4,074.00
134911	45995	PORT ALBERNI ONLINE	4/21/2016	BMO1	PMCHQ00000511	\$268.80
134912	45850	PORT ALBERNI PORT AUTHORITY	4/21/2016	BMO1	PMCHQ00000511	\$21,500.44
134913	46595	PRAXAIR DISTRIBUTION	4/21/2016	BMO1	PMCHQ00000511	\$42.22
134914	47333	QUALITY FOODS	4/21/2016	BMO1	PMCHQ00000511	\$1,145.14
134915	47950	RAYNER BRACHT CONSTRUCTION	4/21/2016	BMO1	PMCHQ00000511	\$39,966.09
134916	49150	REGIONAL DISTRICT OF ALBERNI C	4/21/2016	BMO1	PMCHQ00000511	\$720.00
134917	52733	SHRED-IT INTERNATIONAL ULC	4/21/2016	BMO1	PMCHQ00000511	\$128.26
134918	53726	SOFTCHOICE CORP	4/21/2016	BMO1	PMCHQ00000511	\$526.31
134919	53910	SOUTHSIDE AUTO SUPPLY LTD	4/21/2016	BMO1	PMCHQ00000511	\$1,667.18
134920	203124	STAPLES ADVANTAGE	4/21/2016	BMO1	PMCHQ00000511	\$1,680.74
134921	202288	STAPLES/ BD# 321 PORT ALBERNI	4/21/2016	BMO1	PMCHQ00000511	\$304.84
134922	204329	STERICYCLE COMMUNICATION SOLUT	4/21/2016	BMO1	PMCHQ00000511	\$184.59
134923	204747	THOEN, TANYA	4/21/2016	BMO1	PMCHQ00000511	\$206.00
134924	203092	TKS HYDRAULICS & SUPPLY	4/21/2016	BMO1	PMCHQ00000511	\$241.85
134925	56323	TOM HARRIS CELLULAR LTD	4/21/2016	BMO1	PMCHQ00000511	\$218.69
134926	56450	TOURISM VANCOUVER ISLAND/CO-OP	4/21/2016	BMO1	PMCHQ00000511	\$1,007.81
134927	57040	UAP INC	4/21/2016	BMO1	PMCHQ00000511	\$400.73
134928	16659	VANCOUVER ISLAND HEALTH AUTHOR	4/21/2016	BMO1	PMCHQ00000511	\$1,100.00
134929	204746	VERLANDER, STACEY	4/21/2016	BMO1	PMCHQ00000511	\$49.50
134930	203966	WALERIUS, LESLIE	4/21/2016	BMO1	PMCHQ00000511	\$11.00
134931	60060	WATSONS PAINT CENTRE (1996) LT	4/21/2016	BMO1	PMCHQ00000511	\$1,533.00
134932	60613	WESTCOAST HOME HARDWARE	4/21/2016	BMO1	PMCHQ00000511	\$866.26
134933	62740	WINDSOR PLYWOOD	4/21/2016	BMO1	PMCHQ00000511	\$630.65
134934	59700	WL SOLUTIONS LTD	4/21/2016	BMO1	PMCHQ00000511	\$3,098.07
134935	204598	WSP CANADA INC	4/21/2016	BMO1	PMCHQ00000511	\$643.13
134936	63140	WYNANS FURNITURE & UPHOLSTERY	4/21/2016	BMO1	PMCHQ00000511	\$179.20
134937	20208	ZONE WEST LTD	4/21/2016	BMO1	PMCHQ00000511	\$466.76
134938	3150	ALBERNI VALLEY CHAMBER OF COMM	4/28/2016	BMO1	PMCHQ00000512	\$21,000.00
134939	203653	COPCAN CONTRACTING LTD.	4/28/2016	BMO1	PMCHQ00000512	\$103,587.02
134940	202896	DEL RIO, JIM	4/28/2016	BMO1	PMCHQ00000512	\$981.75
134941	28205	HILTON CENTRE	4/28/2016	BMO1	PMCHQ00000512	\$599.00
134942	203488	K & G INSTALLATIONS LTD.	4/28/2016	BMO1	PMCHQ00000512	\$98,597.45
134943	204745	LOBB, MARCUS	4/28/2016	BMO1	PMCHQ00000512	\$75.00
134944	201663	MCLEMAN, JACK	4/28/2016	BMO1	PMCHQ00000512	\$400.93
134946	202409	SHAW BUSINESS SOLUTIONS INC.	4/28/2016	BMO1	PMCHQ00000512	\$178.18
134947	53999	SPIFFY IN A JIFFY JANITORIAL I	4/28/2016	BMO1	PMCHQ00000512	\$1,260.00
134948	201857	J ROBBINS CONSTRUCTION	4/28/2016	BMO1	PMCHQ00000513	\$21,562.65
134949	53650	S P C A	4/28/2016	BMO1	PMCHQ00000513	\$13,544.96
134950	9475	BOWERMAN EXCAVATING LTD.	5/4/2016	BMO1	PMCHQ00000516	\$326,902.56

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
134951	6950	BAGLEY, CATHY	5/5/2016	BMO1	PMCHQ00000517	\$100.00
134952	203918	BRACK, CHRISTINA	5/5/2016	BMO1	PMCHQ00000517	\$240.00
134953	204647	CHAMBERLAIN, DAVE	5/5/2016	BMO1	PMCHQ00000517	\$180.00
134954	203804	FOURNIER, YOLANDE	5/5/2016	BMO1	PMCHQ00000517	\$600.00
134955	203281	GAN, TIAN SENG	5/5/2016	BMO1	PMCHQ00000517	\$51,652.76
134956	91414	HAACK, ESTER	5/5/2016	BMO1	PMCHQ00000517	\$1,522.50
134957	34170	KOCH, SARINA	5/5/2016	BMO1	PMCHQ00000517	\$560.00
134958	203970	KURUCZ, MARINKA	5/5/2016	BMO1	PMCHQ00000517	\$275.00
134959	91167	MILLER, DORIANNE	5/5/2016	BMO1	PMCHQ00000517	\$600.00
134960	40381	MONGREL MEDIA	5/5/2016	BMO1	PMCHQ00000517	\$1,000.00
134961	43190	OLD DUTCH FOODS LTD	5/5/2016	BMO1	PMCHQ00000517	\$117.97
134962	202973	ROBERTS, MIKAELA	5/5/2016	BMO1	PMCHQ00000517	\$200.00
134963	203356	SAMSON, NOMI	5/5/2016	BMO1	PMCHQ00000517	\$500.00
134964	202409	SHAW BUSINESS SOLUTIONS INC.	5/5/2016	BMO1	PMCHQ00000517	\$184.70
134965	200969	VAN NISPEEN, PIP	5/5/2016	BMO1	PMCHQ00000517	\$720.00
134966	1335	AIRGAS CANADA INC.	5/6/2016	BMO1	PMCHQ00000514	\$64.54
134968	203139	ALBERNI VALLEY TOURISM	5/6/2016	BMO1	PMCHQ00000514	\$472.50
134969	5720	ASPLUNDH CANADA INC	5/6/2016	BMO1	PMCHQ00000514	\$3,024.00
134970	6950	BAGLEY, CATHY	5/6/2016	BMO1	PMCHQ00000514	\$35.67
134971	7860	BEAVER CREEK HOME CENTRE	5/6/2016	BMO1	PMCHQ00000514	\$40.76
134972	204438	BILODEAU, STEVE	5/6/2016	BMO1	PMCHQ00000514	\$44.24
134973	202286	BUTT, MICHELLE	5/6/2016	BMO1	PMCHQ00000514	\$59.01
134974	14380	CANADIAN LINEN AND UNIFORM SER	5/6/2016	BMO1	PMCHQ00000514	\$46.98
134975	15301	CANADIAN TIRE #488	5/6/2016	BMO1	PMCHQ00000514	\$113.10
134976	204749	CARROL, NINA	5/6/2016	BMO1	PMCHQ00000514	\$103.45
134977	204808	CITY AGE MEDIA INC	5/6/2016	BMO1	PMCHQ00000514	\$519.75
134978	204527	CPS (CANADA) INC	5/6/2016	BMO1	PMCHQ00000514	\$60.20
134979	22200	DOLANS CONCRETE LTD	5/6/2016	BMO1	PMCHQ00000514	\$631.63
134980	25436	GIRISON LAUNDROMAT	5/6/2016	BMO1	PMCHQ00000514	\$68.25
134981	26070	GRAPHICS FACTORY	5/6/2016	BMO1	PMCHQ00000514	\$39.20
134982	203972	KWAN, NATHAN	5/6/2016	BMO1	PMCHQ00000514	\$45.74
134983	34420	L B WOODCHOPPERS LTD	5/6/2016	BMO1	PMCHQ00000514	\$389.76
134984	204601	LEE, RHYLIE	5/6/2016	BMO1	PMCHQ00000514	\$27.00
134985	35220	LITTLE VALLEY DELI	5/6/2016	BMO1	PMCHQ00000514	\$267.96
134986	204188	MCCABE, PAM	5/6/2016	BMO1	PMCHQ00000514	\$180.00
134987	46595	PRAXAIR DISTRIBUTION	5/6/2016	BMO1	PMCHQ00000514	\$114.61
134988	47333	QUALITY FOODS	5/6/2016	BMO1	PMCHQ00000514	\$93.42
134989	915744	SCHWARZ, MIKI	5/6/2016	BMO1	PMCHQ00000514	\$26.18
134990	52733	SHRED-IT INTERNATIONAL ULC	5/6/2016	BMO1	PMCHQ00000514	\$64.13
134991	203980	SOGGE, PAULA	5/6/2016	BMO1	PMCHQ00000514	\$45.00
134992	53910	SOUTHSIDE AUTO SUPPLY LTD	5/6/2016	BMO1	PMCHQ00000514	\$212.67
134993	56230	TIM HORTONS #1462	5/6/2016	BMO1	PMCHQ00000514	\$139.02
134994	60613	WESTCOAST HOME HARDWARE	5/6/2016	BMO1	PMCHQ00000514	\$150.07
134996	202896	DEL RIO, JIM	5/10/2016	BMO1	PMCHQ00000518	\$2,205.00
134997	10360	B C HYDRO & POWER AUTHORITY	5/11/2016	BMO1	PMCHQ00000519	\$93,919.27
134998	10950	B C TRANSIT	5/11/2016	BMO1	PMCHQ00000519	\$79,393.00
134999	202367	BECKETT, SCOTT	5/11/2016	BMO1	PMCHQ00000519	\$1,800.00
135000	17470	CICON, GUY	5/11/2016	BMO1	PMCHQ00000519	\$4,369.75
135002	204753	DAVIES PARKS & ASSOCIATES	5/11/2016	BMO1	PMCHQ00000519	\$12,862.50
135003	915759	FORMAN, SANDI	5/11/2016	BMO1	PMCHQ00000519	\$117.83
135004	204557	FUSIONCINE	5/11/2016	BMO1	PMCHQ00000519	\$232.23
135005	204579	IMAGE X MEDIA	5/11/2016	BMO1	PMCHQ00000519	\$3,331.12
135006	203972	KWAN, NATHAN	5/11/2016	BMO1	PMCHQ00000519	\$123.64
135007	204750	LAURENTIAN BANK	5/11/2016	BMO1	PMCHQ00000519	\$4,358.68
135008	203171	MOUSLEY, BRIAN	5/11/2016	BMO1	PMCHQ00000519	\$282.50
135009	204717	NOILLES, AMBER	5/11/2016	BMO1	PMCHQ00000519	\$850.00
135010	203334	RUTTAN, MIKE	5/11/2016	BMO1	PMCHQ00000519	\$86.68
135011	204080	SCHWAGER, SERENA	5/11/2016	BMO1	PMCHQ00000519	\$93.71
135012	52450	SHAW CABLE	5/11/2016	BMO1	PMCHQ00000519	\$313.49
135013	53999	SPIFFY IN A JIFFY JANITORIAL I	5/11/2016	BMO1	PMCHQ00000519	\$1,260.00
135014	10920	TELUS	5/11/2016	BMO1	PMCHQ00000519	\$160.53
135015	56075	THOEN, RANDY	5/11/2016	BMO1	PMCHQ00000519	\$1,452.83
135016	56276	THOEN, RANDY	5/11/2016	BMO1	PMCHQ00000519	\$1,790.00

System: 5/16/2016 9:54:50 AM
User Date: 5/16/2016

City of Port Alberni
VENDOR CHEQUE REGISTER REPORT
Payables Management

Page: 14
User ID: SPENCER_M

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
135017	58660	VANCOUVER ISLAND REGIONAL LIBR	5/11/2016	BMO1	PMCHQ00000519	\$168,333.00
135018	62790	WONG, BOYD	5/11/2016	BMO1	PMCHQ00000519	\$427.15
135019	204270	STEWART, GERRY	5/12/2016	BMO1	PMCHQ00000520	\$640.00
135020	30130	WESTERN VANCOUVER ISLAND INDUS	5/12/2016	BMO1	PMCHQ00000521	\$60,000.00
Total Cheques: 816						Total Amount of Cheques: \$5,514,264.88



CITY OF PORT ALBERNI

CLERK'S DEPARTMENT REPORT TO COUNCIL

TO: Tim Pley, Acting City Manager/Fire Chief
FROM: Davina Hartwell, City Clerk
COPIES TO: Mayor and Council
DATE: June 7, 2016

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

**Tim Pley, Acting City Manager/
Fire Chief**

SUBJECT: Proposed Property Dispositions

Issue:

Informational report confirming completion of the notice period for proposed property dispositions recently announced.

Background:

Council for the City of Port Alberni has recently announced the following property dispositions:

Lots A&B, Former Plywood Site - PID: 025-202-219 and 025-202-227

Purchase Price \$250,000

Purchaser 1075565 BC Ltd

(Copy of Purchase & Sale Agreements attached for information)

5350 Russell St. – Westporte – PID: 001-823-591

Purchase Price \$163,000

Purchaser Westcoast Native Health Care Society

3062 4th Avenue – PID: 009-268-081

Purchase Price \$28,000

Purchaser Bavarian Centre

Notices of the above noted property dispositions has been provided in accordance with *Community Charter* provisions (copies attached) and the City will now proceed to endorse purchase and sale agreements and other closing documents as required.

Recommendation:

That the report from the City Clerk dated April 7, 2016 be received.

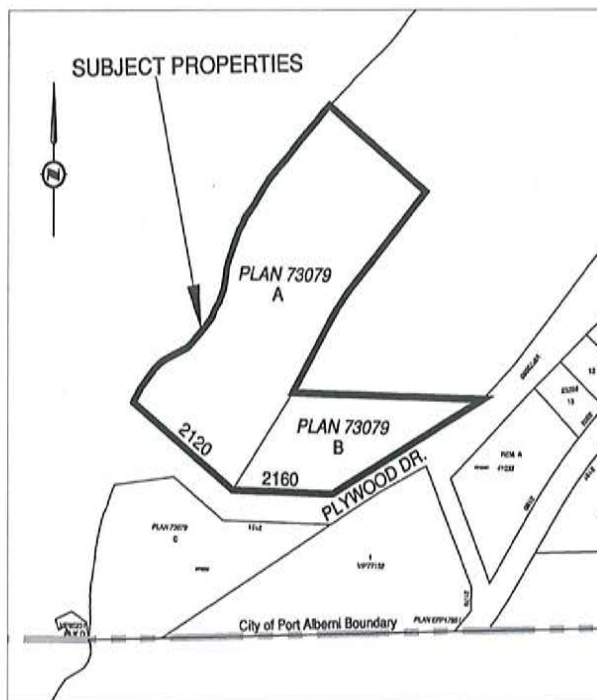
Respectfully submitted,



CITY OF PORT ALBERNI

NOTICE OF PROPOSED PROPERTY DISPOSITION

Pursuant to section 26 of the *Community Charter*, the City of Port Alberni gives notice of its intention to sell to 1075565 B.C. LTD. fee simple title to those parcels of land legally described as Parcel Identifier: 025-202-219, Lot A District Lot 1 Alberni District Plan VIP73079 and Parcel Identifier: 025-202-227, Lot B District Lot 1 Alberni District Plan VIP73079, for a purchase price of \$250,000.00. The purchaser will be required to grant a covenant in favour of the City agreeing to develop the lands within 3 years of the purchase, and will be required to grant the City an option to re-purchase the lands if the purchaser does not meet its development obligations. The purchaser will also be required to grant the City a right of first refusal in respect of any future sale, as well as a statutory right of way to ensure public use of that portion of Lot A lying to the south of the existing fence line.



J:\Clerks\Advertisements\2016\notice of disposition_LotsA-B_PlywoodSite.doc



CITY OF PORT ALBERNI

NOTICE OF PROPOSED PROPERTY DISPOSITION

Pursuant to section 26 of the *Community Charter*, the City of Port Alberni gives notice of its intention to sell to the Bavarian Centre fee simple title to that parcel of land legally described as Parcel Identifier: 009-268-081, Lot 5 Block 55, District Lot 1, Alberni Land District Plan VIP197B for a purchase price of \$28,000.



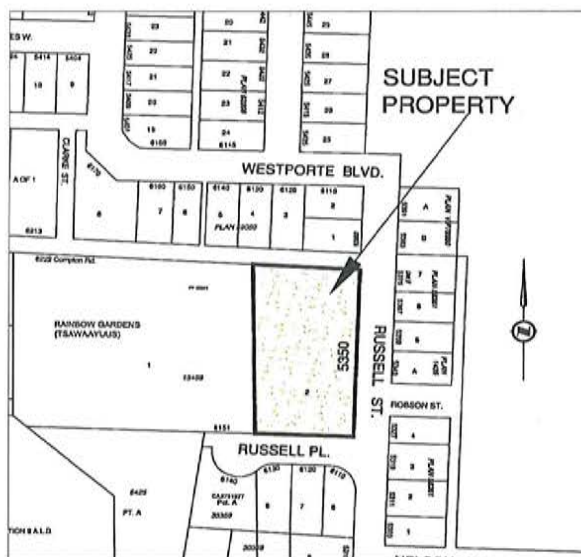
J:\Clerks\Advertisements\2016\notice of disposition_BavarianCentre.doc



CITY OF PORT ALBERNI

NOTICE OF PROPOSED PROPERTY DISPOSITION

Pursuant to section 26 of the *Community Charter*, the City of Port Alberni gives notice of its intention to sell to Westcoast Native Health Care Society fee simple title to that parcel of land legally described as Parcel Identifier: 001-823-591, Lot 2 Section 9, Alberni District Plan 15459, for a purchase price of \$163,000. The purchaser will lease back the property to the City for continued use as park until such time as development begins. The agreement will also include a buy back provision in which the City can purchase the property back at the original sale price if the proposed development does not proceed within five years.



J:\Clerks\Advertisements\2016\notice of disposition_WestcoastNativeHealthCare.doc

PURCHASE AND SALE AGREEMENT (LOTS A & B)

THIS AGREEMENT dated for reference May 16, 2016 is

BETWEEN:

CITY OF PORT ALBERNI, 4850 Argyle Street, Port Alberni, British Columbia, V9Y 1V8

(the "City")

AND:

1075565 B.C. LTD. (Inc. No. BC1075565), 20 Grote Street, St. Catharines, Ontario, L2N 2E7

(the "Buyer")

THIS AGREEMENT is evidence that in consideration of the promises exchange below and other good and valuable consideration (the receipt and sufficiency of which each party acknowledges), the City and the Buyer agree with each other as follows:

ARTICLE 1 - DEFINITIONS

1.1 Definitions – In this Agreement, in addition to the words defined in the recitals to it:

- (a) "Business Day" means a day other than a Saturday, Sunday or statutory holiday in B.C.
- (b) "Buyer's Solicitor" means Patrick Cleary, Alexander Holburn Beaudin + Lang LLP.
- (c) "City's Solicitors" means Young, Anderson.
- (d) "City SRW" means the statutory right of way under section 218 of the *Land Title Act*, to be granted by the Buyer to the City on the Completion Date, in the form attached as Schedule G, allowing the City to maintain the existing fence line and allowing public recreational use of that portion of Lot A lying to the south of the existing fence line.
- (e) "Completion Date" means the date that is 14 days after the day that all of the conditions precedent under Article 3 have been satisfied or, where permitted, waived, unless that date is not a Business Day, in which case the Completion Date will be the next following Business Day.
- (f) "Contaminants" means:
 - (i) as defined in the *Environmental Management Act* (British Columbia), any biomedical waste, contamination, contaminant, effluent, pollution, recyclable material, refuse, hazardous waste or waste;

- (ii) matter of any kind which is or may be harmful to human safety or health or to the environment; or
 - (iii) matter of any kind the storage, manufacture, disposal, emission, discharge, treatment, generation, use, transport, release, remediation, mitigation or removal of which is now or is at any time required, prohibited, controlled, regulated or licensed under any Environmental Laws.
- (g) "Deposit" means the deposit in the amount of \$25,000.00.
 - (h) "Development Covenant" means the covenant under section 219 of the *Land Title Act* to be granted by the Buyer to the City on the Completion Date, in the form attached as Schedule B, restricting the Buyer's use of the Lands to industrial uses only, and requiring the Buyer to meet certain development thresholds by certain deadlines.
 - (i) "Environmental Law" means any past, present or future common law or principle, enactment, statute, regulation, order, bylaw or permit, and any requirement, standard or guideline of any federal, provincial or local government authority or agency having jurisdiction, relating to the environment, environmental protection, pollution or public or occupational safety or health.
 - (j) "GST" means any tax levied under Part IX of the *Excise Tax Act* (Canada) as the same may be amended or replaced from time to time, including for certainty, goods and services tax, as applicable.
 - (k) "Lands" means, together, Lot A and Lot B.
 - (l) "License of Occupation" means the license of occupation agreement between the City as licensor and Winters Holdings Ltd. or Tony Winters as licensee, for the use and enjoyment of a portion of Lot A on a month-to-month basis, a copy of which is attached hereto as Schedule E.
 - (m) "Lot A" means that parcel of land owned by the City and legally described as Parcel Identifier: 025-202-219, Lot A District Lot 1 Alberni District Plan VIP73079.
 - (n) "Lot B" means that parcel of land owned by the City and legally described as Parcel Identifier: 025-202-227, Lot B District Lot 1 Alberni District Plan VIP73079.
 - (o) "LTO" means the Victoria Land Title Office.
 - (p) "Option to Purchase" means an option to be granted by the Buyer to the City on the Completion Date, in the form attached as Schedule C, allowing the City to repurchase the Lands if the Buyer does not complete development of the Lands in accordance with the Development Covenant.

- (q) "Permitted Encumbrances" means the reservations and exceptions contained in the original grant from the Crown, the Licence of Occupation, and any liens, charges, encumbrances or legal notations described in Schedule A to this Agreement.
- (r) "Purchase Price" means the total purchase price for the Lands in the amount of \$250,000.00, which amount does not include GST.
- (s) "Right of First Refusal" means a right of first refusal to be granted by the Buyer to the City on the Completion Date, in the form attached as Schedule D, giving the City the first opportunity to purchase the Lands in the event that the Buyer offers the Lands for sale.
- (t) "Transfer" means a Form A freehold transfer in registrable form transferring the estate in fee simple of the Lands to the Buyer.

1.2 Schedules – The following are the schedules attached to and incorporated as part of this Agreement by reference:

Schedule A – Permitted Encumbrances
 Schedule B – Development Covenant
 Schedule C – Option to Purchase
 Schedule D – Right of First Refusal
 Schedule E – License of Occupation
 Schedule F – GST Declaration
 Schedule G – City SRW

ARTICLE 2 - PURCHASE AND SALE

- 2.1 Purchase and Sale** – The Buyer will purchase from the City and the City will sell to the Buyer, the Lands, free and clear of all registered liens, charges, and encumbrances, except for the Permitted Encumbrances, for the Purchase Price, on the terms and conditions of this Agreement.
- 2.2 Payment of Purchase Price** – The Buyer will pay the Purchase Price as follows:
- (a) by payment of the Deposit to the City's Solicitors, in trust, by certified cheque or bank draft within 5 Business Days following the date of execution of this Agreement by the City, to be held by the City's Solicitors in an interest bearing account with a bank, credit union or other similar financial institution, with the City and the Buyer agreeing that:
 - (i) upon completion, the Deposit, without interest, will be credited on account of the Purchase Price;
 - (ii) the Deposit, with interest, will be retained by the City if the Buyer defaults in its obligation to purchase the Lands under this Agreement and that default is not waived in writing by the City, without prejudice to any other remedies the City may have;

- (iii) the Deposit, with interest, will be repaid to the Buyer if the City is in default of its obligation to sell the Lands under this Agreement and that default is not waived in writing by the Buyer;
 - (iv) except to the extent otherwise provided in this Agreement, all interest accruing on the Deposit will be retained by the City and will not be returned to the Buyer or credited on account of the Purchase Price; and
 - (b) by payment to the City on the Completion Date of the balance of the Purchase Price, adjusted in accordance with this Agreement.
- 2.3 Allocation of Purchase Price** – The Purchase Price will be allocated as between the parcels comprising the Lands as follows:
- (a) Lot A – \$100,000.00; and
 - (b) Lot B – \$150,000.00.
- 2.4 Appraisal Costs** – The Buyer will pay 50% of the costs of the appraisal of the Lands prepared by Cunningham & Rivard Appraisals Ltd. and dated November 4, 2015. In the event that the Buyer has not paid such costs to the City by the Completion Date, the Purchase Price will be adjusted in favour of the City under section 4.2 to include recovery of such costs. Notwithstanding the City's obligation to return the Deposit under section 2.2(a)(iii), the City may retain that portion of the Deposit necessary to cover such costs.

ARTICLE 3 - CONDITIONS PRECEDENT

- 3.1 Delivery of City Documents** – Promptly upon execution of this Agreement by the City, the City will deliver to the Buyer copies of any environmental and geotechnical reports, site assessments, audits, studies, investigations, permits, approvals, and any other records relating to Contaminants, Environmental Laws, and geotechnical soil conditions in the possession of or controlled by or available to the City to the best of its knowledge with respect to the Lands (together with those documents already delivered to the Buyer prior to execution of this Agreement, the "City Documents"), and the City will provide the Buyer with timely notice of any amendments to or additions to the City Documents that it receives or becomes aware of prior to the Completion Date.
- 3.2 Buyer's Conditions Precedent** – The Buyer's obligation to complete the transaction contemplated by this Agreement is subject to the satisfaction or waiver of the following conditions precedent, which are for the sole benefit of the Buyer and may be waived by the Buyer at its sole discretion:
- (a) On or before the date that is 90 days following the date of the City's acceptance of this Agreement as indicated below, the Buyer will be satisfied, in its sole and absolute discretion, with the results of its due diligence investigations with respect to the Lands,

including without limitation, the state of title of the Lands and review of the City Documents provided pursuant to section 3.1 above; and

- (b) On or before the date that is 90 days following the date of the City's acceptance of this Agreement as indicated below, the Port Alberni Port Authority as landlord will have entered into a lease agreement directly with the Buyer for the use and enjoyment of the following premises on terms satisfactory to the Buyer, acting reasonably:
 - (i) North Water Lot (Area 1) – the portion of Lot B of the District Lot 232, Alberni District 1, containing 7.99 acres more or less; and
 - (ii) North Infill (Area 4) – the portion of Lot B of the District Lot 232, Alberni District 1, bordering Lot A, VIP73079, Alberni District Lot 1, containing .98 acres more or less.

The Buyer shall make its best efforts to negotiate such an agreement directly with the Port Alberni Port Authority and shall bear all of its costs associated with such negotiation, unless otherwise agreed to between the Buyer and the Port Alberni Port Authority. For greater certainty, the City shall not be involved in the negotiation or be responsible for any costs associated with the water lot lease agreement between the Buyer and the Port Alberni Port Authority.

- (c) On or before the date that is 90 days following the date of the City's acceptance of this Agreement as indicated below, the Buyer will be satisfied, in its sole and absolute discretion, as to the feasibility of its acquisition and proposed use or development of the Lands.

If the Buyer does not give the City written notice of its satisfaction or waiver of its conditions precedent under this section within the applicable time provided herein, this Agreement will automatically terminate and the parties shall have no further obligations to one another apart from the return of the Deposit to the Buyer. In consideration of \$10.00 non-refundable paid by the Buyer to the City and other good and valuable consideration, the receipt and sufficiency of which are acknowledged by the City, the City agrees not to revoke its acceptance of this Agreement while it remains subject to the conditions precedent under this section.

ARTICLE 4 - TRANSFER

4.1 Title and Possession – On the Completion Date,

- (a) the City will:
 - (i) convey the estate in fee simple of the Lands to the Buyer free and clear of all liens, charges, and encumbrances, except for the Permitted Encumbrances;
 - (ii) give vacant possession of the Lands to the Buyer, subject only to the Permitted Encumbrances;

- (iii) assign its rights under the License of Occupation to the Buyer;
- (b) the Buyer will:
 - (i) grant the Development Covenant, the Option to Purchase, the Right of First Refusal, and the City SRW in favour of the City;
 - (ii) assume the City's obligations under the License of Occupation.

4.2 Adjustments – All adjustments to the Purchase Price, in respect of the Lands, both incoming and outgoing, usually the subject of adjustments between a vendor and purchaser in connection with the purchase and sale of land, including adjustments of utilities and rents (including any amounts collected under the License of Occupation for the month in which the Completion Date occurs), will be made up to and including the Completion Date. As the Lands are not currently assessed for property tax purposes for the year 2016, there shall be no adjustment as to property taxes.

4.3 Closing Documents – No later than 7 days before the Completion Date, the Buyer will cause the Buyer's Solicitor to deliver to the City's Solicitors, duly executed by the Buyer, as applicable:

- (a) the Transfer;
- (b) the City's statement of adjustments, subject to the City's prior approval;
- (c) the Development Covenant, Option to Purchase, Right of First Refusal, and City SRW, to be executed by the City; and
- (d) an assignment of the License of Occupation, in form and content satisfactory to the City's Solicitors, which assignment shall include an indemnity given by the Buyer in favour of the City with respect to any claims under the License of Occupation for matters occurring on or after the Completion Date, with such assignment taking effect from the Completion Date.

Before the Completion Date, the City will cause the City's Solicitors to deliver to the Buyer's Solicitor the above documents, duly executed on behalf of the City, on undertakings satisfactory to the City's Solicitors, acting reasonably.

4.4 Closing Procedure –

- (a) On or before the Completion Date, the Buyer will pay to the Buyer's Solicitor, in trust, the amount payable under section 2.2(b), plus the amount of any GST payable pursuant to section 4.6.
- (b) On the Completion Date, forthwith after the payment of the amount under section 4.4(a), and after receipt from the City's Solicitors of the documents listed under section

4.3, the Buyer will cause the Buyer's Solicitor to file the following documents in the LTO, concurrently and on an "all or nothing" basis:

- (i) the Transfer;
 - (ii) the Development Covenant;
 - (iii) the Option to Purchase;
 - (iv) the Right of First Refusal; and
 - (v) the City SRW with associated survey plan.
- (c) Upon the Buyer's Solicitor being satisfied after deposit of the Transfer for registration in the LTO that, in the normal course of land title office routine, the Buyer will be the registered owner in fee simple of the Lands, subject only to the Permitted Encumbrances, the Development Covenant, the Option to Purchase, the Right of First Refusal, and the City SRW, the Buyer will cause the Buyer's Solicitor to deliver to the City's Solicitors or to the City directly, at the option of the City, by solicitor's trust cheque, that portion of the Purchase Price payable pursuant to section 2.2(b), plus the amount of any GST payable pursuant to section 4.6.

The requirements of this section are concurrent requirements and this transaction will not be considered to be complete until everything required to be done by this section is done.

4.5 Buyer Financing – Notwithstanding section 4.4, if the Buyer is relying on a new mortgage (the "Mortgage") to finance the Purchase Price, the Buyer, while still required to pay the Purchase Price on the Completion Date, may wait to pay the Purchase Price to the City until after the Transfer and Mortgage documents have been lodged for registration in the LTO, but only if, before such lodging, the Buyer has:

- (a) made available for tender to the City that portion of the Purchase Price not secured by the Mortgage;
- (b) fulfilled all of the Mortgage conditions for funding except lodging the Mortgage for registration; and
- (c) made available to the City's Solicitors an undertaking from the Buyer's Solicitor to pay the Purchase Price to the City's Solicitors upon the lodging of the Transfer and Mortgage documents and the advance by the mortgagee of the Mortgage proceeds in accordance with the Canadian Bar Association (BC Branch – Real Property Section) standard undertakings.

4.6 GST – On the Completion Date, the Buyer will pay to the City any GST payable under the *Excise Tax Act* (Canada) in respect of the sale of the Lands, or, if the Buyer is registered

under the *Excise Tax Act* (Canada) for GST purposes, the Buyer will provide to the City an executed copy of the GST declaration form attached as Schedule F to this Agreement.

- 4.7 Risk** – The Lands are at the City’s risk until 12:01 a.m. on the Completion Date, and at the Buyer’s risk thereafter.

ARTICLE 5 - REPRESENTATIONS, WARRANTIES, ACKNOWLEDGMENTS AND AGREEMENTS

- 5.1 Buyer’s Representations, Warranties, and Covenants** – The Buyer hereby represents and warrants to the City that the following are true on the date the Buyer executes this Agreement, and covenants with the City that the following will be true on the Completion Date:

- (a) the Buyer has taken all necessary or desirable actions, steps and other proceedings to approve or authorize, validly and effectively, the entering into, and the execution, delivery and performance of this Agreement;
- (b) the Buyer has the power and capacity to enter into and carry out the transactions provided for in this Agreement;
- (c) the Buyer is in good standing with the Registrar of Companies for British Columbia and has made all necessary filings with that registrar as required by the *Business Corporations Act* (British Columbia);
- (d) the Buyer is duly incorporated and validly existing under the laws of British Columbia and has the power and capacity to enter into and carry out the transactions provided for in this Agreement.

- 5.2 Acknowledgments and Agreements of Buyer** – The Buyer acknowledges and agrees that:

- (a) the City sells and the Buyer purchases the Lands on an “as is” basis and condition;
- (b) the City has not made any representations, warranties, or agreements as to the condition or quality of the Lands, including as to:
 - (i) the subsurface nature or condition of the Lands (including soil type, hydrology, and geotechnical quality or stability);
 - (ii) the environmental condition of the Lands (including regarding Contaminants in, on, under, or migrating to or from the Lands) or regarding the compliance of the Lands, or past or present activities on them, with any Environmental Laws;
 - (iii) the suitability of the Lands for any particular use or development; or
 - (iv) access to or from the Lands;

- (c) it is the sole responsibility of the Buyer to satisfy itself with respect to the matters referred to in section 5.2(b), including by conducting any reports, tests, investigations, studies, audits, and other inquiries that the Buyer, in its sole discretion, considers prudent;
- (d) the Buyer has not relied on, and will not rely on, any documentation or information regarding the Lands that may be provided by or on behalf of the City to the Buyer prior to the Buyer's execution of this Agreement or that may be provided following such execution, and the Buyer hereby releases the City from any and all liability associated with its use or reliance upon any documentation or information provided at any time to the Buyer by the City or any of its elected and appointed officials, employees, contractors, or agents;
- (e) effective from and after the Completion Date:
 - (i) the Buyer assumes and is solely responsible for, and releases the City (and its elected and appointed officials, employees, contractors and agents) from and against, any and all actions, causes of action, liabilities, demands, claims, losses, damages, costs (including remediation costs, as defined in the *Environmental Management Act* (British Columbia), the costs of complying with any Environmental Laws and any consultant and legal fees, costs and disbursements), expenses, fines and penalties whether occurring, incurred, accrued or caused before, on or after the Completion Date, which the Buyer or any other person has or may have arising out of or in any way related to or in connection with the Lands, including the presence of Contaminants in, on, under or migrating to or from the Lands, and any mandatory or voluntary remediation, mitigation or removal of any Contaminants; and
 - (ii) the Buyer will indemnify and save harmless the City (and its elected and appointed officials, employees, contractors and agents) from and against, any and all actions, causes of action, liabilities, demands, claims, losses, damages, costs (including remediation costs, as defined in the *Environmental Management Act* (British Columbia), the costs of complying with any Environmental Laws and any consultant and legal fees, costs and disbursements), expenses, fines and penalties whether occurring, incurred, accrued or caused before, on or after the Completion Date, which the City, or its elected or appointed officials, employees, contractors or agents, may suffer, incur, be subject to or liable for, whether brought against anyone or more of them by the Buyer or any other person, or any government authority or agency, arising out of or in any way related to or in connection with the Lands, including the presence of Contaminants in, on, under or migrating to or from the Lands, and any mandatory or voluntary remediation, mitigation or removal of any Contaminants;
- (f) without limiting the rest of this section 5.2, for the purpose of allocation of remediation costs pursuant to the *Environmental Management Act* (British Columbia), including and

after the Completion Date, the Buyer will be, as between the City and the Buyer, solely responsible for the costs of any mandatory or voluntary remediation of the Lands under that Act, and this binds the Buyer with respect to any allocation of remediation costs, as defined by that Act, by any procedure under that Act; and

- (g) the City has not made any representations, warranties, or agreements with the Buyer as to whether or not any GST is payable by the Buyer in respect of the sale of the Lands to the Buyer.

5.3 Site Profile – The Buyer hereby waives delivery by the City of a site profile under the *Environmental Management Act* (British Columbia).

5.4 City's Representations and Warranties – The City hereby represents and warrants to the Buyer that the following are true on the date the City executes this Agreement, and covenants with the Buyer that the following will be true on the Completion Date:

- (a) there are no expropriation or other proceedings by the City in respect of the Lands or, to the best of the City's knowledge, any actions, suits, or proceedings pending, threatened or asserted against the City in respect of the Lands;
- (b) the City will maintain the Lands in substantially the same condition as they are in as of the date of this Agreement and will maintain such liability and other insurance in respect of the Lands to the standard of a prudent owner at all times prior to the Completion Date;
- (c) except for those agreements that have already been disclosed to the Buyer, the City has not entered into any tenancy agreement in respect of the Lands or otherwise granted to any person a right to use or occupy the Lands;
- (d) except for what has already been disclosed to the Buyer, to the best of the City's knowledge, there is no other environmental contamination present on the Lands;
- (e) to the best of the City's knowledge, there are no actions, suits, proceedings, work, or other orders, inquiries, or investigations pending or threatened against or affecting the Lands, at law or in equity, alleging the violation of any federal, provincial, or local law, statute, ordinance, rule, regulation, decree, or order permit.

5.5 Survival of City's Representations and Warranties – The representations and warranties of the City set out in this Agreement will survive the completion of the purchase and sale of the Lands provided for in this Agreement and, notwithstanding such completion or any investigation made by or on behalf of the Buyer, will continue in full force and effect for the benefit of the Buyer for a period of two (2) years after the Completion Date. The City acknowledges that the Buyer is relying upon such representations and warranties in entering into this Agreement.

- 5.6 Buyer's Remedies** – If on the Completion Date any of the representations and warranties made by the City in this Agreement are untrue in any material respect, or if the City is in default in any material respect under any of the covenants and agreements to be observed or performed by the City under this Agreement, the Buyer may elect not to complete the purchase of the Lands or may elect to complete the purchase of the Lands, in either case without prejudice to any rights or remedies the Buyer may have in respect of such default. If the Buyer elects not to complete the purchase of the Lands under this section, the Deposit and any interest earned thereon will immediately be paid to the Buyer without prejudice to any other right or remedy of the Buyer.

ARTICLE 6 - MISCELLANEOUS

- 6.1 Fees and Taxes** – The Buyer will pay, as and when due and payable:
- (a) any property transfer tax payable under the *Property Transfer Tax Act* (British Columbia) in connection with the sale of the Lands to the Buyer;
 - (b) LTO registration fees in connection with the registration of the Transfer, the Development Covenant, the Option to Purchase, the Right of First Refusal, the City SRW, and the Mortgage;
 - (c) its own legal fees and disbursements; and
 - (d) any GST payable under the *Excise Tax Act* (Canada) in respect of the sale of the Lands to the Buyer, with the Buyer and the City agreeing that the Purchase Price does not include GST.
- 6.2 Preparation of Conveyance Documents** – The Buyer must, at its expense, prepare all necessary conveyancing documentation, including the Transfer and the assignment of the License of Occupation. The City must, at its expense, clear title to the Lands, subject only to the Permitted Encumbrances.
- 6.3 Access** – The Buyer and its agents and contractors have a licence, exercisable on 24 hours prior written notice to the City, to enter upon the Lands from time to time prior to the Completion Date, at the Buyer's sole risk and expense, for the purpose of making inspections, surveys, tests, and studies of the Lands. The Buyer agrees to:
- (a) release and indemnify, and hold harmless, the City from and against any and all actions, causes of action, liability, demands, losses, costs, and expenses (including legal fees and disbursements) which the City or any third party may suffer, incur, be subject to or liability for, arising out of or in any way related to or in connection with the exercise by the Buyer of its rights under this section; and
 - (b) leave the Lands in the same condition as that in which the Buyer found the Lands, including by removing any equipment, refuse, or other matter brought onto the Lands by the Buyer or its agents or contractors.

- 6.4 Further Assurances** – The parties will execute and deliver all such further documents, deeds, and instruments, and do and perform such other acts, as may be reasonably necessary to give full effect to the intent and meaning of this Agreement.
- 6.5 Notice** – Any notice, direction, demand, approval, certificate, or waiver (any of which constitutes a “Notice” under this section) which may be or is required to be given under this Agreement will be in writing and be delivered or sent by fax to the applicable address or fax number set out above, or to such other address or fax number of which notice has been given as provided in this section. Any Notice that is delivered is to be considered given on the day it is delivered and any Notice sent by fax is to be considered given on the day it is sent, except that if, in either case, that day is not a Business Day, the Notice is to be considered given on the next Business Day after it is sent.
- 6.6 No Effect on Powers** – This Agreement does not, and nothing herein shall:
- (a) affect or limit the discretion, rights, duties, or powers of the City under the common law or any statute, bylaw, or other enactment;
 - (b) affect or limit the common law or any statute, bylaw, or other enactment applying to the Buyer or the Lands; or
 - (c) relieve the Buyer from complying with any common law or any statute, regulation, bylaw, or other enactment.
- 6.7 Time of Essence** – The parties agree that time is of the essence of this Agreement.
- 6.8 Interpretation** – In this Agreement:
- (a) all dollar amounts referred to in this Agreement are in Canadian dollars;
 - (b) reference to the singular includes a reference to the plural, and vice versa, unless the context requires otherwise;
 - (c) article and section headings have been inserted for ease of reference only and are not to be used in interpreting this Agreement;
 - (d) the term “enactment” has the meaning given to it under the *Interpretation Act* (British Columbia) on the reference date of this Agreement;
 - (e) reference to any enactment includes any regulations, orders, or directives made under the authority of that enactment;
 - (f) reference to any enactment is a reference to that enactment as consolidated, revised, amended, re-enacted, or replaced from time to time, unless otherwise expressly provided;

- (g) reference to a particular numbered section or article, or to a particular lettered Schedule, is a reference to the correspondingly numbered or lettered article, section, or Schedule of this Agreement, and any Schedules to this Agreement form part of this Agreement; and
 - (h) where the word “including” is followed by a list, the contents of the list are not intended to circumscribe the generality of the expression preceding the word “including”.
- 6.9 Tender** – Any tender of documents or money to be made upon a party may be made at that party’s address set out in this Agreement or upon their solicitor.
 - 6.10 No Other Agreements** – This Agreement is the entire agreement between the parties regarding its subject and it terminates and supersedes all other representations, warranties, promises, and agreements regarding its subject.
 - 6.11 Assignment** – The Buyer may not assign all or any part of this Agreement, or the benefit hereof, without the prior written consent of the City, which may be withheld arbitrarily and without reason.
 - 6.12 Benefit** – This Agreement enures to the benefit of and is binding upon the parties and their respective heirs, executors, administrators, successors, and assigns.
 - 6.13 Modification** – This Agreement may not be modified except by an instrument signed in writing by the parties, except that the Completion Date may be changed by their agreement through their respective solicitors upon instructions to their solicitors as evidenced promptly thereafter in writing by their solicitors.
 - 6.14 Joint and Several** – If the Buyer is more than one person (as defined in the Interpretation Act (British Columbia)), each of those persons will be jointly and severally liable for all of the obligations of the Buyer under this Agreement.
 - 6.15 Governing Law** – This Agreement will be governed by and construed in accordance with the laws of British Columbia.
 - 6.16 Non-Merger** – None of the provisions of this Agreement will merge in the transfer of the Lands or any other documents delivered on the Completion Date, and the provisions of this Agreement will survive the completion of the purchase and sale transaction under this Agreement.

6.17 Counterparts – This Agreement may be executed in any number of counterparts, and each executed counterpart will be considered to be an original. All executed counterparts taken together will constitute this Agreement.

As evidence of their agreement to sell and purchase the Lands on the terms and conditions contained in this Agreement, and as evidence of their agreement to be bound contractually by those terms and conditions, the parties have executed and delivered this Agreement on the date set out below:

CITY OF PORT ALBERNI by its authorized signatories:

Mayor:

Corporate Officer:

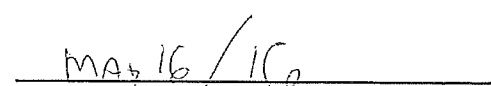
Date

1075565 B.C. LTD.

by its authorized signatory(ies):


Name:

Name:


Date

SCHEDULE A

PERMITTED ENCUMBRANCES

Legal Notations

None

Charges, Liens and Interests

Exceptions and Reservations M76300 in favour of Esquimalt and Nanaimo Railway Company

Restrictive Covenant EG19089, appurtenant to Lots 1 and 2, Plan VIP55507

SCHEDULE B
DEVELOPMENT COVENANT

[next page]

TERMS OF INSTRUMENT – PART 2

DEVELOPMENT COVENANT

THIS AGREEMENT dated for reference _____, 2016 is

BETWEEN:

1075565 B.C. LTD. (Inc. No. BC1075565), 20 Grote Street, St. Catharines,
Ontario, L2N 2E7

(the “Owner”)

AND:

CITY OF PORT ALBERNI, 4850 Argyle Street, Port Alberni, British Columbia,
V9Y 1V8

(the “City”)

GIVEN THAT:

- A. The Owner is the registered owner of those lands, and all improvements thereto, legally described in item 2 of the *Land Title Act* Form C attached to and forming part of this Agreement (together, the “Lands”); and
- B. Pursuant to a Purchase and Sale Agreement between 1075565 B.C. LTD. and the City dated for reference May 16, 2016 (the “Purchase and Sale Agreement”), the Lands were transferred to the Owner from the City and, pursuant to the Purchase and Sale Agreement, a development covenant on the terms set out in this Agreement was granted by the Owner to the City.

THIS AGREEMENT is evidence that in consideration of the payment of \$1.00 from the City to the Owner and other good and valuable consideration (the receipt and sufficiency of which the Owner acknowledges), the Owner covenants under s.219 of the *Land Title Act* and agrees with the City as follows:

1. **Development Requirements** – The Lands shall only be used, developed, and built upon in strict accordance with this Agreement.
2. **Industrial Use Restriction** – The Owner shall not use the Lands for any purpose other than industrial use activities in accordance with applicable zoning regulations and the Owner shall commence such industrial use activities on the Lands to the satisfaction of the City within thirty six (36) months after the date that this Agreement is registered in the Land Title Office.

3. **Covenant to Construct Site Improvements** – In connection with the Owner's required industrial use of the Lands, the Owner shall construct site improvements on the Lands (the "Improvements") having a construction value of not less than \$500,000.00, as certified by a qualified professional and as reflected on the building permit application for such Improvements. For the purpose of this Agreement, "site improvements" means buildings and structures for which a building permit is required pursuant to the City's applicable building bylaws.
4. **Construction Completion Deadline** – The Owner must complete construction of the Improvements, as evidenced by the Owner obtaining an occupancy permit for the Improvements pursuant to the City's applicable building bylaws, and as evidenced by the Owner using the Improvements for their intended use, within thirty six (36) months after the date that this Agreement is registered in the Land Title Office.
5. **Servicing** – The Owner is responsible for all costs of designing, constructing, and installing all necessary on-site and off-site servicing for the Lands and the Improvements, including any service extensions and expansions necessary to service the Lands and the Improvements, all of which shall be done in accordance with any City bylaw then in place governing the installation and construction of such services.
6. **Compliance with Laws** – The Owner shall carry on and conduct its activities on the Lands and pursuant to this Agreement in compliance with any and all applicable statutes, enactments, bylaws, regulations and orders from time to time in force and obtain and maintain all required approvals, permits and licenses thereunder and not to do or omit to do anything in contravention thereof.
7. **Inspection** – The City may, by its officers, employees, contractors and agents, enter upon the Lands and all buildings thereon at all reasonable times for the purpose of ascertaining compliance with this Agreement.
8. **Specific Relief** – Because of the public interest in ensuring that all of the matters described in this Agreement, and the provisions of all applicable laws, are complied with, the public interest strongly favours the award of a prohibitory or mandatory injunction, or an order for specific performance or other specific relief, by the Supreme Court of British Columbia at the instance of the City, in the event of an actual or threatened breach of this Agreement.
9. **No Effect on Powers** – This Agreement does not:
 - (a) affect or limit the discretion, rights or powers of the City under any enactment (as defined in the *Interpretation Act* (British Columbia)), or at common law, including in relation to the use or subdivision of the Lands;
 - (b) affect or limit any enactment relating to the use or subdivision of the Lands; or

- (c) relieve the Owner from complying with any enactment, including in relation to the use or subdivision of the Lands.
10. **Runs With Land** – This Agreement burdens and runs with, and binds the successors in title to, the Lands and each and every part into which the Lands may be subdivided by any means.
11. **No Public Law Duty** – Where the City or any City representative is required or permitted by this Agreement to form an opinion, exercise a discretion, express satisfaction, make a determination or give its consent, the City or its representative, as the case may be, is under no public law duty of fairness or natural justice in that regard and the City or its representative may do any of those things in the same manner as if it were a private party and not a public body.
12. **No Obligation To Enforce** – The rights given to the City under this Agreement are permissive only and nothing in this Agreement imposes any legal duty of any kind on the City to any one, or obliges the City to enforce this Agreement, to perform any act or to incur any expense in respect of this Agreement.
13. **No Representations** – The City has made no representations, warranties, guarantees, promises, covenants or agreements to or with the Owner in respect of the particular subject-matter of this Agreement other than those expressed in writing in this Agreement.
14. **Indemnity** – The Owner covenants to and does hereby indemnify and save harmless the City, its elected officials, officers, employees, contractors and agents (the “City Representatives”) at all times from all losses, damages, actions, suits, claims, demands, costs, expenses, fines and liabilities of any nature whatsoever by whomsoever brought, made or suffered for which the City or any of the City Representatives shall or may become liable, incur or suffer by reason of any injury to person (including death) or loss or damage to property or consequential or economic loss:
- (a) arising directly or indirectly from a breach or non-performance of this Agreement by the Owner, whether directly or through its directors, officers, employees, agents, contractors, licensees, invitees or others of the Owner;
 - (b) arising directly or indirectly from the exercise or purported exercise by the Owner of any rights to build on and use the Lands pursuant to this Agreement or in the fulfilling of its obligations pursuant to this Agreement; and
 - (c) arising directly or indirectly from any intentional act, or from any omission, default or negligence of the Owner, its directors, officers, employees, agents, contractors, or invitees in the building on or use of the Lands,

unless caused by the negligence or deliberate wrongful acts of the City or those for

whom the City is responsible at law.

15. **Costs** – The Owner shall comply with all obligations pursuant to this Agreement at its sole cost and expense.
16. **Waiver** – An alleged waiver of any breach of this Agreement is effective only if it is an express waiver in writing of the breach in respect of which the waiver is asserted. A waiver of a breach of this Agreement does not operate as a waiver of any other breach or continuing breach of this Agreement.
17. **Priority** – The Owner will, at its expense, do or cause to be done all acts necessary to register this Agreement against title to the Lands with priority over all financial charges, liens and encumbrances registered, or pending registration, at the time of application for registration of this Agreement against the title to the Lands.
18. **Time of Essence** – Time is of the essence of this Agreement.
19. **Further Assurances** – The Owner will do and cause to be done all things, including by executing further documents, as may be necessary to give effect to the intent of this Agreement.
20. **Severance** – If any part of this Agreement is for any reason held to be invalid by a decision of a court with the jurisdiction to do so, the invalid portion is to be considered severed from the rest of this Agreement and the decision that it is invalid will not affect the validity of the remainder of this Agreement.
21. **Interpretation** – In this Agreement:
 - (a) reference to the singular includes a reference to the plural, and vice versa, unless the context requires otherwise;
 - (b) article and section headings have been inserted for ease of reference only and are not to be used in interpreting this Agreement;
 - (c) the term “enactment” has the meaning given to it under the *Interpretation Act* (British Columbia) on the reference date of this Agreement;
 - (d) reference to any enactment includes any regulations, orders or directives made under the authority of that enactment;
 - (e) reference to any enactment is a reference to that enactment as consolidated, revised, amended, re-enacted or replaced, unless otherwise expressly provided;
 - (f) reference to a particular numbered section or article, or to a particular lettered Schedule, is a reference to the correspondingly numbered or lettered article, section or Schedule of this and any Schedules to this Agreement form part of this

Agreement;

- (g) reference to a "party" is a reference to a party to this Agreement and to their respective heirs, executors, administrators, successors, assigns, trustees, receivers, agents, officials, employees and invitees, where the context requires or allows;
 - (h) where the word "including" is followed by a list, the contents of the list are not intended to circumscribe the generality of the expression preceding the word "including".
- 22. **Joint and Several** – If at any time more than one person (as defined in the *Interpretation Act* (British Columbia)) owns the Lands, each of those persons will be jointly and severally liable for all of the obligations of the Owner under this Agreement.
 - 23. **Enurement** – This Agreement and each and every provision hereof shall enure to the benefit of and be binding upon the parties hereto and their respective heirs, executors, administrators, successors and assigns, as the case may be.
 - 24. **Entire Agreement** – This Agreement is the entire agreement between the parties regarding its subject.
 - 25. **Amendment** – No amendment to this Agreement is valid unless in writing and executed by the parties.
 - 26. **Governing Law** – This Agreement shall be governed by and construed in accordance with the laws of the Province of British Columbia, which shall be deemed to be the proper law hereof.

As evidence of their agreement to be bound by the terms of this Agreement, the parties have executed the *Land Title Act* Form C attached to and forming part of this Agreement.

SCHEDULE C

OPTION TO PURCHASE

[next page]

TERMS OF INSTRUMENT – PART 2

OPTION TO PURCHASE

THIS OPTION AGREEMENT dated for reference _____, 2016 is

BETWEEN:

1075565 B.C. LTD. (Inc. No. BC1075565), 20 Grote Street, St. Catharines,
Ontario, L2N 2E7

(the “Owner”)

AND:

CITY OF PORT ALBERNI, 4850 Argyle Street, Port Alberni, British Columbia,
V9Y 1V8

(the “City”)

GIVEN THAT:

- A. The Owner is the registered owner of those lands, and all improvements thereto, legally described in item 2 of the *Land Title Act* Form C attached to and forming part of this Agreement (together, the “Lands”);
- B. Pursuant to a Purchase and Sale Agreement between 1075565 B.C. LTD. and the City dated for reference May 16, 2016 (the “**Purchase and Sale Agreement**”), the Lands were transferred to the Owner from the City and, pursuant to the Purchase and Sale Agreement, the Owner granted to the City a covenant under section 219 of the *Land Title Act* (the “**Development Covenant**”) under which the Owner covenanted and agreed to construct certain Improvements, as defined in the Development Covenant, on the Lands within a certain period of time; and
- C. Pursuant to the Purchase and Sale Agreement, an option to purchase the Lands on the terms set out in this Agreement was granted by the Owner to the City;

THIS OPTION AGREEMENT is evidence that in consideration of the transfer of the Lands from the City to the Owner, payment of \$1.00 paid by the City to the Owner, and other good and valuable consideration (the receipt and sufficiency of which the Owner hereby expressly acknowledges), the Owner and the City covenant and agree as follows:

- 1. **Grant of Option** – The Owner hereby grants to the City the sole and exclusive option (the “**Option**”), irrevocable within the time herein limited for exercise by the City, to purchase the Lands free and clear of all liens, charges and encumbrances, except for the Permitted Encumbrances (as hereinafter defined).

2. **Manner of Exercise of Option** – The City may exercise the Option at any time until 12:00 midnight on the date that is thirty-six (36) months after the date on which this Agreement is registered in the Land Title Office, by delivering notice of the exercise of the Option to the Owner. The date the City provides notice of its exercise of the Option to the Owner is referred to herein as the “Option Exercise Date”.
3. **Commencement of Construction** – Notwithstanding sections 1 and 2, the City may exercise the Option only if the Owner has not, on or before the date that is twenty-four (24) months after the date on which this Agreement is registered in the Land Title Office:
 - (a) obtained a foundation permit from the City for the Improvements;
 - (b) constructed the foundations for the Improvements; and
 - (c) obtained a final inspection of the foundations from the City.
4. **Meaning of Force Majeure** – For the purposes of this Option Agreement, the expression “force majeure” shall mean labour disruption, act of God, power failure, inability to obtain materials or services, riot, insurrection, war, acts of terrorism, or other similar casualty or contingency beyond the reasonable control and not the fault of the party delayed and not avoidable by the exercise of reasonable diligence or foresight, but excluding insolvency or other inability to pay.
5. **Extension of Dates if Force Majeure** – If, by reason of Force Majeure, the Owner is delayed in obtaining a foundation permit from the City for the Improvements, constructing the foundations for the Improvements, or obtaining a final inspection of the foundations from the City, then the date calculated in section 3 is extended for the duration of the delay, and the date in section 2 for the City to exercise the Option is also extended by the duration of the delay.
6. **Limitation On Further Encumbrances** – The Owner must not grant any easement, covenant, utility right of way to a utility company or other restrictive charge on or in the Lands, and the Owner must not permit to be registered on title or to remain registered any lien, judgement, caveat, certificate of pending litigation, or similar charge whatsoever, without the prior written consent of the City, such consent not to be unreasonably refused or delayed. Notwithstanding the foregoing, the Owner may grant a mortgage without the prior written consent of the City provided that the mortgagee as the case may be executes a postponement agreement to this Option Agreement, with a legal commitment to the City that the mortgagee will not dispute the rights of the City to registration free of the mortgage pursuant to section 242 of the *Land Title Act*, to be registered concurrently with the said mortgage.
7. **Non-Exercise of Option** – If the Option is not exercised by the City within the time and in the manner set forth in section 2 or if the Owner complies with the matters set forth

in sections 3(a), (b), and (c), the Option and this Option Agreement shall be null, void and of no further force or effect and the City will, on request by the Owner, execute a release of this Option Agreement so as to discharge this Option from title to the Lands, which release shall be prepared by the City and registered by and at the expense of the Owner.

8. **Binding Agreement** – If the City exercises the Option within the time and in the manner provided, there will be created a binding and unconditional agreement for the purchase and sale of the Lands (the “**Agreement**”), which shall be completed upon the following terms and conditions.
9. **Purchase Price** – The purchase price for the Lands (the “**Purchase Price**”) shall be \$250,000.00, plus Goods and Services Tax (“**GST**”), if applicable.
10. **Completion Date** – The purchase and sale of the Lands shall complete on the date that is 30 days after the Option Exercise Date (the “**Completion Date**”), unless that day is not a Business Day, in which case the date for completion shall be the next following business day, or the Completion Date may be another date agreed to by the City and Owner. In this Option Agreement, “**Business Day**” means a day other than a Saturday, Sunday or statutory holiday in British Columbia.
11. **Permitted Encumbrances** – In this Option Agreement, “**Permitted Encumbrances**” means, in respect of the Land:
 - (a) the exceptions and reservations contained in the original Crown grant;
 - (b) Charges, Liens and Interests:
 - (i) Exceptions and Reservations M76300 in favour of Esquimalt and Nanaimo Railway Company;
 - (ii) Restrictive Covenant EG19089, appurtenant to Lots 1 and 2, Plan VIP55507; and
 - (iii) any additional charges registered pursuant to the Purchase and Sale Agreement.
12. **City’s GST Certificate** – The City will give the Owner a certificate, in the form attached as Schedule A (the “**City’s GST Certificate**”), confirming that the City is registered for GST purposes under the *Excise Tax Act* (Canada) and confirming that the City will remit directly all GST payable in respect of the transfer and conveyance of the Lands to the City.
13. **Title and Possession** – On the Completion Date, the Owner will:

- (a) convey the estate in fee simple of the Lands to the City free and clear of all liens, charges and encumbrances except for the Permitted Encumbrances; and
 - (b) give vacant possession of the Lands to the City, subject only to the Permitted Encumbrances.
- 14. **Adjustments** – There will be no adjustments to the Purchase Price for items typically adjusted between vendors and purchasers such as property taxes.
- 15. **Condition** – Subject to section 20, on the Completion Date, the City will accept the Lands on an “as is” condition, whether the Lands have been completely or partially cleared, or graded, or excavated, or foundation forms constructed or fully or partially poured, but the Owner must leave the Lands in a safe and clean condition, with hoarding constructed if necessary, and clear of any environmental contamination brought onto the Lands or otherwise caused by the Owner.
- 16. **Site Profile** – If required by the City and by the *Environmental Management Act*, the Owner must provide to the City prior to the Completion Date a completed site profile under the *Environmental Management Act* (the “**Site Profile**”).
- 17. **Environmental Terms and Delivery of Reports** – The Owner shall promptly give the City, without charge, after the date of execution of this Option Agreement, any survey or report or the results of any tests made to the Lands, including without limitation, any environmental site assessments, made by or on behalf of the Owner, or other information in the possession or control of the Owner regarding the condition of the Lands, whether or not the Option has been exercised and if it has, whether or not the sale of the Lands is completed pursuant to the terms of this Option Agreement.
- 18. **Reliance on Reports** – It is understood and agreed by the Owner that any reports or information provided by the Owner to the City under section 17 shall form a basis for the City’s decision whether or not to exercise the Option and purchase the Lands in accordance with section 3 herein, and that the City will be relying on the reports and information provided by the Owner concerning the condition of the Lands.
- 19. **City Assumption of Liability** – The City agrees that from and after the Completion Date, the City shall and hereby does assume all liabilities and obligations relating to the condition, environmental or otherwise, of the Lands arising or caused before the Owner became the owner of the Lands and arising or caused after the City becomes the owner of the Lands. The liabilities of the City under this section include but are not limited to liability for remediation of the Lands, for clean-up of any substance in, on or under the Lands or in ground water or surface water in, on or under the Lands, or for clean-up in, on or under any other lands of any substance migrating from or originating from the Lands. The foregoing shall include, without limiting the generality of the foregoing, the assumption of all liabilities and obligations in relation to any and all of the following:

- (a) all liabilities and obligations imposed by statute, regulation, the exercise of discretion (as permitted by statute or regulation), lawful authority, regulatory order, common law or equity, in any manner whatsoever;
- (b) all reclamation or remediation; and
- (c) the taking of any action in any way related to the quality of soil vapour, surface water, groundwater, air or organisms.

20. **Owner Assumption of Liability** – The Owner agrees that from and after the Completion Date, the Owner shall and hereby does assume all liabilities and obligations relating to the condition, environmental or otherwise, of the Lands caused during the time that the Owner was the owner of the Lands. The liabilities of the Owner under this section include but are not limited to liability for remediation of the Lands, for clean-up of any substance in, on or under the Lands or in ground water or surface water in, on or under the Lands, or for clean-up in, on or under any other lands of any substance migrating from or originating from the Lands. The foregoing shall include, without limiting the generality of the foregoing, the assumption of all liabilities and obligations in relation to any and all of the following:

- (a) all liabilities and obligations imposed by statute, regulation, the exercise of discretion (as permitted by statute or regulation), lawful authority, regulatory order, common law or equity, in any manner whatsoever;
- (b) all reclamation or remediation; and
- (c) the taking of any action in any way related to the quality of soil vapour, surface water, groundwater, air or organisms.

21. **Remediation by Owner** – In the event that the Option is exercised by the City, the Owner must before the Completion Date remove all contamination for which the Owner is responsible under section 20 and the Owner must remediate the Lands to the satisfaction of the City, acting reasonably, and to standards established by law.

22. **Releases of Liability** – Each party agrees that from and after the Completion Date, each party hereby releases and discharges the other party and its past, present and future shareholders and affiliates, and each of their past, present and future respective directors, officers, employees, contractors and agents from and against any and all actions, claims, demands, liabilities, losses, damages and expenses whatsoever, direct or indirect incurred or suffered by the other party, including but not limited to those made or imposed or arising at any time by or from any third party or any lawful authority, in relation to all liabilities and obligations assumed by the party pursuant to section 19 or 20, respectively.

23. **Indemnity by Each Party** – Each party agrees that from and after the Completion Date, the party shall indemnify and save harmless the other party and its past, present and future shareholders and affiliates, and each of their past, present and future respective directors, officers, employees, contractors and agents from and against any and all actions, claims, demands, liabilities, losses, damages and expenses whatsoever, direct or indirect, incurred or suffered by the other party in relation to all liabilities and obligations assumed by the party pursuant to section 19 or 20, respectively and any default by the party in the performance or observance of any of the liabilities or obligations assumed by the party pursuant to section 19 or 20, respectively.
24. **Survival** – All of sections 17 to 23 inclusive shall survive the exercise of the Option and the transfer of the Lands from the Owner to the City.
25. **Access** – The City, by its contractors, agents and employees, has the licence, exercisable on 24 hours prior written notice to the Owner, to enter upon the Lands from time to time until expiry of this Option or the Completion Date, whichever is later, at the City's sole risk and expense, for the purpose of making inspections, surveys, tests and studies of the Lands, provided that there shall be no disruption to the Owner's use of or construction on the Lands.
26. **Owner Representations, Warranties and Covenants** – The Owner hereby represents and warrants to the City that the following are true, and covenants with the City that the following will be true on the Completion Date:
- (a) if the Owner is a corporation, it is validly formed and existing under the laws of Canada or a Province of Canada and duly qualified to own and sell the Land;
 - (b) the Owner has full power, authority and capacity to enter into this Option Agreement and carry out the transactions contemplated herein;
 - (c) the Owner has taken all necessary or desirable actions, steps and other proceedings to approve and authorize, validly and effectively, the entering into, execution, delivery and performance of this Option Agreement;
 - (d) there is no action or proceeding pending, or to the Owner's knowledge threatened, against the Owner before any court, arbiter, arbitration panel, administrative tribunal or agency which, if decided adversely to the Owner, might materially affect the Owner's ability to perform its obligations hereunder;
 - (e) neither the Owner entering into this Option Agreement nor the performance of its terms will result in the breach of or constitute a default under any term or provision of any indenture, mortgage, deed of trust or other agreement to which the Owner is bound or subject; and

- (f) the Owner is not a “non-resident” of Canada within the meaning of the *Income Tax Act* (Canada) and the Owner will give the City a statutory declaration in the form attached as Schedule B (the “**Owner’s Statutory Declaration**”) at least five (5) days prior to the Completion Date.
27. **City Delivery of Closing Documents** – No later than five (5) days before the Completion Date, the City will deliver to the Owner the City’s GST Certificate, in a form executed by the City, as well as:
- (a) a freehold transfer in registrable form transferring the estate in fee simple of the Lands to the City (the “**Transfer**”), to be executed by the Owner;
 - (b) the Owner’s Statutory Declaration, the form of which is attached hereto as Schedule B, to be executed by the Owner; and
 - (c) such further deeds, acts, things, certificates and assurances as may be required in the reasonable opinion of the City’s solicitors, for more perfectly and absolutely assigning, transferring, conveying and assuring to the City fee simple title to the Lands free and clear of all liens, charges, and encumbrances, other than the Permitted Encumbrances.
28. **Owner Return of Documents** – Before the Completion Date, the Owner will deliver to the City or, if directed by the City, to the City’s solicitors, the documents listed in section 27(a), (b) and (c) and the Site Profile, all duly executed by the Owner, on appropriate undertakings.
29. **Completion** – On the Completion Date, the City will apply or cause its solicitors to apply to the Land Title Office to register the Transfer and upon the City’s solicitors being satisfied after such application that in the normal course of Land Title Office routine, the City will be registered owner of the Lands, subject only to the Permitted Encumbrances and any other charge accepted by the City or to be discharged by solicitors’ undertakings, the City will deliver a cheque, or cause its solicitors to deliver a solicitor’s trust cheque, to the Owner or the Owner’s solicitors, in either case in the amount of the Purchase Price, payable to the Owner or to the Owner’s solicitors, in trust.
30. **Risk** – The Lands are at the Owner’s risk until application is made to register the Transfer in the Land Title Office, and are thereafter at the City’s risk.
31. **Fees and Taxes** – The City must pay, as and when due and payable:
- (a) any property transfer tax payable under the *Property Transfer Tax Act* (British Columbia) in respect of the transfer of the Lands to the City under this Option Agreement;
 - (b) Land Title Office registration fees in connection with the registration of the Transfer; and

(c) its own legal fees and disbursements;

and the Owner must pay its own legal fees and disbursements.

32. **Currency and Payment Obligations** – All dollar amounts referred to in this Agreement are Canadian dollars.
33. **Preparation of Documents and Clearing Title** – The City, at its sole expense, must prepare all necessary conveyancing documentation. The Owner, at its sole expense, must clear title to the Lands, subject only to the Permitted Encumbrances.
34. **Further Assurances** – Each of the parties must at all times execute and deliver at the request of the other all such further documents, deeds and instruments, and do and perform such other acts as may be reasonably necessary to give full effect to the intent and meaning of this Option Agreement.
35. **Notice** – Any notice which may be given pursuant to this Option Agreement must be in writing and delivered by hand and addressed to the applicable party at its address set out above, or to such other address as the party may specify by notice in writing to the other in accordance with this section, or, if the Lands are subdivided by the registration of a subdivision plan at the Land Title Office to create strata lots and such strata lots are subsequently conveyed to purchasers, the addresses for such purchasers from time to time shown on title to the Lands or strata lots created by subdivision thereof in the Land Title Office. A notice will be deemed to be given on the day of delivery. All notices to the City must be addressed to the attention of the City's Corporate Officer.
36. **Time of Essence** – Time is of essence of this Option Agreement and the conveyance and transfer for which it provides.
37. **Tender** – Any tender of documents or money may be made upon the parties at their respective addresses set out in this Option Agreement or upon their respective solicitors.
38. **No Other Agreements** – This Option Agreement is the entire agreement between the parties regarding its particular subject matter.
39. **No Representations** – The City has made no representations, warranties, guarantees, promises, covenants or agreements to or with the Owner in respect of the particular subject-matter of this Agreement other than those expressed in writing in this Option Agreement, in the Purchase and Sale Agreement, and in the Development Covenant.
40. **Benefit** – This Option Agreement enures to the benefit of and is binding upon the parties and their respective heirs, executors, administrators, successors and assigns.
41. **Modification** – This Option Agreement may not be modified except by an instrument in writing signed by the parties or by their successors or assigns.

42. **Joint and Several** – If at any time more than one person (as defined in the *Interpretation Act* (British Columbia)) owns the Lands, each of those persons will be jointly and severally liable for all of the obligations of the Owner under this Option Agreement.
43. **Interpretation** – Wherever the singular is used or neuter is used in this Agreement, it includes the plural, the feminine, the masculine or body corporate where the context or the parties so required.
44. **Governing Law** – This Option Agreement will be governed by and construed in accordance with the laws of British Columbia.
45. **Waiver** – Waiver of any default by a party shall not be interpreted or deemed to be a waiver of any subsequent default. All waivers must be in writing.

As evidence of their agreement to be bound by the terms of this Option Agreement, the parties have executed the *Land Title Act* Form C attached to and forming part of this Option Agreement.

SCHEDULE A TO OPTION TO PURCHASE

CITY'S GST CERTIFICATE

To: 1075565 B.C. LTD. ("Vendor")

Re: An agreement between the Vendor and CITY OF PORT ALBERNI ("Purchaser") being an Option to Purchase dated for reference _____, 201__ (the "Agreement") in respect of the sale and purchase of those parcels of land in Port Alberni, British Columbia, legally described as Parcel Identifier: 025-202-219, Lot A District Lot 1 Alberni District Plan VIP73079 and Parcel Identifier: 025-202-227, Lot B District Lot 1 Alberni District Plan VIP73079 (together, the "Property")

The Purchaser hereby agrees with the Vendor that:

1. The Purchaser must indemnify and save harmless the Vendor from any GST, penalty, interest or other amounts which may be payable by or assessed against the Vendor under the *Excise Tax Act* ("ETA") as a result of, or in connection with, the Vendor's failure to collect and remit any GST applicable on the sale, and conveyance of the Property to the Purchaser.
2. The Purchaser is registered under Subdivision d of Division V of Part IX of the ETA for the collection and remittance of goods and services tax ("GST") and its registration number is _____ RT001.
3. The Purchaser will remit directly to the Receiver General of Canada the GST payable, and file the prescribed Form GST 60 pursuant to subsection 228(4) of the ETA in connection with the sale and conveyance of the Property.
4. The Property transferred pursuant to the Agreement:
 - (a) is being purchased by the Purchaser as principal for its own account and is not being purchased by the Purchaser as an agent, trustee, or otherwise on behalf of or for another person; and
 - (b) does not constitute a supply of a residential complex made to an individual for the purposes of paragraph 221(2) of the ETA.

Dated this _____ day of _____, 20_____.

CITY OF PORT ALBERNI by its authorized signatory:

Authorized Signatory

SCHEDULE B TO OPTION TO PURCHASE

OWNER'S STATUTORY DECLARATION AS TO RESIDENCY

CANADA	)	IN THE MATTER OF THE <i>INCOME TAX ACT</i> , S.C.
	)	1970-71-72, AS AMENDED AND IN THE MATTER
	)	OF SECTION 116 OF <i>INCOME TAX ACT</i> , AND IN
PROVINCE OF	)	THE MATTER OF THE SALE OF PROPERTY
	)	LOCATED AT AND LEGALLY DESCRIBED AS:
BRITISH COLUMBIA	)	PARCEL IDENTIFIER: 025-202-219, LOT A
	)	DISTRICT LOT 1 ALBERNI DISTRICT PLAN
	)	VIP73079 and PARCEL IDENTIFIER: 025-202-
	)	227, LOT B DISTRICT LOT 1 ALBERNI DISTRICT
	)	PLAN VIP73079 (TOGETHER, THE "PROPERTY")

I, _____ of _____
_____, in the Province of British Columbia, SOLEMNLY DECLARE THAT:

1. I am a _____ of 1075565 B.C. LTD. (the "Company") and as such have personal knowledge of the matters declared to below.
2. The Company is the vendor with respect to the sale of the Property to CITY OF PORT ALBERNI (the "Purchaser") for a gross selling price of \$_____.00.
3. The Company was incorporated in Canada and has, continuously since its incorporation, had and now has its head office and chief place of business in Canada. The Company has, since its incorporation, continuously carried on and is now carrying on business in Canada. The ownership and control of the Company has, continuously since incorporation, remained and still remains in Canada.
4. The Company has no present intention of removing its head office or chief place of business from Canada, or of ceasing to continue to carry on business in Canada.
5. I verily believe that the Company is not a non-resident of Canada within the meaning of the *Income Tax Act* of Canada.
6. I make this statutory declaration for the express purpose of informing the Purchaser, pursuant to section 116 of the *Income Tax Act* of Canada, as to whether the Company is a resident or non-resident of Canada.

AND I MAKE this solemn declaration, conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath by virtue of the *Canada Evidence Act*.

SWORN BEFORE ME at the City of _____, in the Province of British Columbia, this
____ day of _____, 20____.

SWORN BEFORE ME at the City of)
_____, in the Province of)
British Columbia, this ____ day of)
_____, 20____.)

A Commissioner for Taking Affidavits)
in the Province of British Columbia)
)

Print Name:

SCHEDULE D

RIGHT OF FIRST REFUSAL

[next page]

TERMS OF INSTRUMENT – PART 2

RIGHT OF FIRST REFUSAL

THIS AGREEMENT dated for reference _____, 2016 is

BETWEEN:

1075565 B.C. LTD. (Inc. No. BC1075565), 20 Grote Street, St. Catharines,
Ontario, L2N 2E7

(the “Owner”)

AND:

CITY OF PORT ALBERNI, 4850 Argyle Street, Port Alberni, British Columbia,
V9Y 1V8

(the “City”)

GIVEN THAT:

- A. The Owner is the registered owner of those lands, and all improvements thereto, legally described in item 2 of the *Land Title Act* Form C attached to and forming part of this Agreement (together, the “Lands”); and
- B. Pursuant to a Purchase and Sale Agreement between 1075565 B.C. LTD. and the City dated for reference May 16, 2016 (the “Purchase and Sale Agreement”), the Lands were transferred to the Owner from the City and, pursuant to the Purchase and Sale Agreement, a right of first refusal to purchase the Lands on the terms set out in this Agreement was granted to the City.

THIS AGREEMENT is evidence that in consideration of the payment of \$10.00 paid by the City to the Owner and other good and valuable consideration (the receipt and sufficiency of which the Owner acknowledges), the Owner and the City agree as follows:

1. **Definitions** – In this Agreement, in addition to the words defined elsewhere in this Agreement:
 - (a) “Assumption Agreement” means a written agreement between the Outside Offeror and the City, in a form prepared by the City, whereby the Outside Offeror agrees to be bound by all of the provisions of sections 5.1 and 5.2 of the Purchase and Sale Agreement, as if the Outside Offeror were the “Buyer” under that Agreement, a copy of which sections is attached as Schedule A to this Agreement.

- (b) **"Bona Fide Offer"** means an offer to purchase the Lands:
 - (i) in writing,
 - (ii) signed by an Outside Offeror,
 - (iii) only in their entirety and with no other property, rights or assets,
 - (iv) free and clear of any liens, charges and encumbrances other than the Permitted Encumbrances,
 - (v) in a form legally enforceable against the Outside Offeror and subject to no conditions which are not capable of being waived by the Outside Offeror,
 - (vi) providing for a deposit of not less than 10% of the proposed purchase price after removal of all conditions, and
 - (vii) providing that if the City does not exercise its right to purchase the Lands under section 6, the Outside Offeror will grant to the City a right of first refusal to purchase the Lands upon the same terms and conditions as are set forth in this Agreement and will execute and deliver to the City an Assumption Agreement.
- (c) **"Expiry Time"** with respect to any offer made by the Owner to the City under section 3, will be 5:00 p.m. on the day that is 60 days after the receipt by the City of such offer, provided that in determining such time the day such offer is received by the City will be excluded.
- (d) **"Outside Offeror"** means a purchaser or prospective purchaser.
- (e) **"Term"** means that period of time from and after the date of registration of this Agreement in the Land Title Office to and including the date that is twenty-five (25) years after the date hereof.

2. **Restrictions on Sale** – During the Term, the Owner will not sell, transfer or otherwise convey, or offer or agree to sell, transfer or otherwise convey, the Lands or any parcel comprising the Lands, except:

- (a) for consideration payable entirely in lawful money of Canada;
- (b) to an Outside Offeror;
- (c) pursuant to a Bona Fide Offer; and
- (d) in accordance with, and to the extent permitted by, the terms of this Agreement.

3. **Notice of Bona Fide Offer** – If, at any time and from time to time during the Term, the Owner receives a Bona Fide Offer from an Outside Offeror which the Owner is willing to accept, the Owner will deliver written notice (the “Offer Notice”) to the City that the Owner has received such Bona Fide Offer, and will deliver to the City with the Offer Notice a photocopy of such Bona Fide Offer, certified by the Owner to be a true copy.
4. **Notice as Offer** – The Offer Notice will be deemed to constitute an offer by the Owner to the City to sell the Lands to the City for the price and upon the terms and conditions set forth in such Bona Fide Offer.
5. **Offer Irrevocable** – An offer made by the Owner to the City under section 3 will be irrevocable and may not be withdrawn by the Owner until after the Expiry Time.
6. **Acceptance of Offer** – Upon receipt of the Offer Notice, the City will have the exclusive first right, exercisable up to and including but not after the Expiry Time, to deliver to the Owner written notice (the “Acceptance”) that the City will purchase the Lands for the price and upon the terms and conditions set forth in such Bona Fide Offer.
7. **Exempted Transfers** – Notwithstanding the rest of this Agreement, sections 2 and 3 of this Agreement will not apply to a sale or other transfer of fee simple title to all of the Lands to a single corporation that is affiliated with or a subsidiary of the Owner, as the terms affiliate and subsidiary are defined in section 2 of the *Business Corporations Act* (British Columbia), provided that the purchaser or transferee first executes and delivers to the City an Assumption Agreement with the City.
8. **Contract of Sale and Purchase** – Upon receipt by the Owner of the Acceptance, a binding contract of purchase and sale for the Lands will be constituted between the City and the Owner, which contract will be completed in the manner provided in such Bona Fide Offer as if the City were the Outside Offeror.
9. **Sale to Outside Offeror** – If the Owner does not receive the Acceptance before the Expiry Time the Owner may complete the sale with the Outside Offeror as provided for in such Bona Fide Offer in strict accordance with the terms set forth in the Bona Fide Offer. In such case, the City will cause its solicitors to deliver a discharge of the right of first refusal under this Agreement to the solicitors for the Owner on receipt of satisfactory undertakings from the solicitors for the Owner: (a) that the discharge will only be registered if that sale to the Outside Offeror is completed strictly in compliance with the terms of the Bona Fide Offer; (b) that the discharge will only be registered concurrently with registration of a new right of first refusal in favour of the City on terms identical to those set forth in this Agreement, and having the same priority of registration as the right of first refusal under this Agreement, and (c) that an Assumption Agreement, duly executed by the Outside Offeror will be delivered to the City immediately following application to register the discharge with the Land Title Office. If the sale to the Outside Offeror is not so completed, then any subsequent sale, transfer or other conveyance of the Lands may be made only if all the requirements of

this Agreement are again complied with, and the right of first refusal under this Agreement will survive and continue in full force and effect.

10. **Permitted Encumbrances** – In this Agreement, “Permitted Encumbrances” means, in respect of the Lands, the exceptions and reservations contained in the original Crown grant and any charges and encumbrances listed on Schedule B.
11. **Access** – The City, its agents and employees have the licence, exercisable on 24 hours prior written notice to the Owner, to enter upon the Lands from time to time, at the City’s sole risk and expense, for the purpose of making inspections, surveys, tests and studies of the Lands. The City agrees to:
 - (a) release and indemnify, and hold harmless, the Owner from and against any and all actions, causes of actions, liability, demands, losses, costs and expenses (including legal fees, costs and disbursements) which the Owner or any third party may suffer, incur, be subject to or liable for, arising out of or in any way related to or in connection with the exercise by the City of its rights under this section;
 - (b) the City and its agents and employees shall not unreasonably interfere with the continued use of the Lands by the Owner and others authorized by the Owner; and
 - (c) leave the Lands in the same condition as that in which the City found the Lands, including by removing any equipment, refuse or other matter brought on to the Lands by the City or its agents or contractors.
12. **Owner’s Representations, Warranties and Covenants** – The Owner hereby represents and warrants to the City that the following are true, and covenants with the City that the following will be true on the Completion Date:
 - (a) if the Owner is a corporation, it is validly formed and existing under the laws of Canada or a Province of Canada and duly qualified to own and sell the Land;
 - (b) the Owner has full power, authority and capacity to enter into this Agreement and carry out the transaction contemplated herein;
 - (c) the Owner has taken all necessary or desirable actions, steps and other proceedings to approve and authorize, validly and effectively, the entering into, execution, delivery and performance of this Agreement;
 - (d) neither the Owner entering into this Agreement nor the performance of its terms will result in the breach of or constitute a default under any term or provision of any indenture, mortgage, deed of trust or other agreement to which the Owner is bound or subject; and

- (e) the Owner is not a “non-resident” of Canada within the meaning of the *Income Tax Act* (Canada).
13. **Further Assurances** – Each of the parties must at all time execute and deliver at the request of the other all such further documents, deeds and instruments, and do and perform such other acts as may be reasonably necessary to give full effect to the intent and meaning of this Agreement.
14. **Notice** – Any demand or notice which may be given pursuant to this Agreement will be in writing and delivered or sent by postage prepaid mail and addressed to the applicable party to the applicable address set out above or to such other address as the applicable party may specify by notice in writing to the other provided in accordance with this section. Alternatively and in any event, a notice or demand given to the Owner may be delivered or mailed as set out herein to the address shown for the Owner from time to time on title to the Lands in the Land Title Office. The time of giving and receiving any such notice or demand will be deemed to be on the day of delivery or receipt if delivered or on the third Business Day after the day of mailing thereof if sent by mail. In the event of any disruption of mail services, all notices will be delivered rather than or mailed. Any demand or notice given to the City must be addressed to the attention of the City’s “Chief Administrative Officer”.
15. **Time of Essence** – Time is of essence of this Agreement and the conveyance and transfer for which it provides.
16. **Tender** – Any tender of documents or money may be made upon the parties at their respective addresses set out in this Agreement or upon their respective solicitors.
17. **No Other Agreements** – This Agreement is the entire agreement between the parties regarding its subject and it terminates and supersedes all representations, warranties, promises and agreements regarding its subject.
18. **Benefit** – This Agreement enures to the benefit of and is binding upon the parties and their respective heirs, executors, administrators, successors and assigns.
19. **Modification** – This Agreement may not be changed except by an instrument in writing signed by the parties or by their successors or assigns.
20. **Interpretation** – Wherever the singular is used or neuter is used in this Agreement, it includes the plural, the feminine, the masculine or body corporate where the context or the parties so required.
21. **Governing Law** – This Agreement will be governed by and construed in accordance with the laws of British Columbia.

As evidence of their agreement to be bound by the terms of this Agreement, the parties have executed the *Land Title Act* Form C or D attached to and forming part of this Agreement.

SCHEDULE A TO RIGHT OF FIRST REFUSAL

OBLIGATIONS TO BE ASSUMED

5.1 Buyer's Representations, Warranties, and Covenants – The Buyer hereby represents and warrants to the City that the following are true on the date the Buyer executes this Agreement, and covenants with the City that the following will be true on the Completion Date:

- (a) the Buyer has taken all necessary or desirable actions, steps and other proceedings to approve or authorize, validly and effectively, the entering into, and the execution, delivery and performance of this Agreement;
- (b) the Buyer has the power and capacity to enter into and carry out the transactions provided for in this Agreement;
- (c) the Buyer is in good standing with the Registrar of Companies for British Columbia and has made all necessary filings with that registrar as required by the *Business Corporations Act* (British Columbia);
- (d) the Buyer is duly incorporated and validly existing under the laws of British Columbia and has the power and capacity to enter into and carry out the transactions provided for in this Agreement.

5.2 Acknowledgments and Agreements of Buyer – The Buyer acknowledges and agrees that:

- (a) the City sells and the Buyer purchases the Lands on an “as is” basis and condition;
- (b) the City has not made any representations, warranties, or agreements as to the condition or quality of the Lands, including as to:
 - (i) the subsurface nature or condition of the Lands (including soil type, hydrology, and geotechnical quality or stability);
 - (ii) the environmental condition of the Lands (including regarding Contaminants in, on, under, or migrating to or from the Lands) or regarding the compliance of the Lands, or past or present activities on them, with any Environmental Laws;
 - (iii) the suitability of the Lands for any particular use or development; or
 - (iv) access to or from the Lands;
- (c) it is the sole responsibility of the Buyer to satisfy itself with respect to the matters referred to in section 5.2(b), including by conducting any reports, tests, investigations, studies, audits, and other inquiries that the Buyer, in its sole discretion, considers prudent;

- (d) the Buyer has not relied on, and will not rely on, any documentation or information regarding the Lands that may be provided by or on behalf of the City to the Buyer prior to the Buyer's execution of this Agreement or that may be provided following such execution, and the Buyer hereby releases the City from any and all liability associated with its use or reliance upon any documentation or information provided at any time to the Buyer by the City or any of its elected and appointed officials, employees, contractors, or agents;
- (e) effective from and after the Completion Date:
 - (i) the Buyer assumes and is solely responsible for, and releases the City (and its elected and appointed officials, employees, contractors and agents) from and against, any and all actions, causes of action, liabilities, demands, claims, losses, damages, costs (including remediation costs, as defined in the *Environmental Management Act* (British Columbia), the costs of complying with any Environmental Laws and any consultant and legal fees, costs and disbursements), expenses, fines and penalties whether occurring, incurred, accrued or caused before, on or after the Completion Date, which the Buyer or any other person has or may have arising out of or in any way related to or in connection with the Lands, including the presence of Contaminants in, on, under or migrating to or from the Lands, and any mandatory or voluntary remediation, mitigation or removal of any Contaminants; and
 - (ii) the Buyer will indemnify and save harmless the City (and its elected and appointed officials, employees, contractors and agents) from and against, any and all actions, causes of action, liabilities, demands, claims, losses, damages, costs (including remediation costs, as defined in the *Environmental Management Act* (British Columbia), the costs of complying with any Environmental Laws and any consultant and legal fees, costs and disbursements), expenses, fines and penalties whether occurring, incurred, accrued or caused before, on or after the Completion Date, which the City, or its elected or appointed officials, employees, contractors or agents, may suffer, incur, be subject to or liable for, whether brought against anyone or more of them by the Buyer or any other person, or any government authority or agency, arising out of or in any way related to or in connection with the Lands, including the presence of Contaminants in, on, under or migrating to or from the Lands, and any mandatory or voluntary remediation, mitigation or removal of any Contaminants;
- (f) without limiting the rest of this section 4.2, for the purpose of allocation of remediation costs pursuant to the *Environmental Management Act* (British Columbia), including and after the Completion Date, the Buyer will be, as between the City and the Buyer, solely responsible for the costs of any mandatory or voluntary remediation of the Lands under that Act, and this binds the Buyer with respect to any allocation of remediation costs, as defined by that Act, by any procedure under that Act.

SCHEDULE B TO RIGHT OF FIRST REFUSAL

PERMITTED ENCUMBRANCES

Legal Notations

None

Charges, Liens and Interests

Exceptions and Reservations M76300 in favour of Esquimalt and Nanaimo Railway Company

Restrictive Covenant EG19089, appurtenant to Lots 1 and 2, Plan VIP55507

Any additional charges registered pursuant to the Purchase and Sale Agreement

SCHEDULE E

LICENSE OF OCCUPATION

[next page]

LICENSE OF OCCUPATION

1. **LICENSOR:**

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

2. **LICENSEE:**

TONY WINTERS
Winters Holdings Ltd.
6001 Lugin Road,
Port Alberni, BC V9Y 8K5

3. **TERM:**

The Term of this agreement shall be on a month to month basis commencing November 1st, 2015 and is subject to termination by either party upon the delivery or mailing by registered mail of thirty (30) days written notice by either party to the other.

4. **GRANT:**

City of Port Alberni grants to the Licensee, the Non-Exclusive License to enter and be upon the land described as:

A portion of Lot A, District Lot 1, Alberni District, Plan VIP 73079 (2120 Plywood Road) as shown on the attached Schedule "A"

The parties hereto agree that this Licence shall not be registered.

5. **PURPOSE:**

The Licence is granted for the purpose of log salvage operations.

6. **LICENSE FEES:**

\$800 plus applicable tax per month payable in advance on the 1st day of each month.

7. **LICENSEE COVENANTS**

THAT the said Licensee covenants with the said Licensor to pay rent;

AND the said Licensor may enter and view state of repair, and that the said Licensee will repair according to notice;

AND will not assign without leave; and will not sublet without leave;

AND will leave the property in good repair;

AND will not disturb any material from the foreshore on the property or drive piles without the Licensor's written consent;

AND will not carry on any business that shall be deemed a nuisance on the Land;

AND that it will indemnify and save harmless the Licenser from and against all claims, demands, awards, judgements, actions, and/or proceedings, including but not limited to Workers Compensation Legislation, brought or prosecuted in respect of damage to, or destruction of property, bodily injury (including death) and/or personal injury, and from and against any and all loss of, damage to or destruction of property and expenses and costs (including legal fees) suffered or incurred by the Licenser arising out of or in any way connected with the Licensee's performance or non-performance under this Agreement;

AND that it will procure and maintain in force at its own cost during the entire term of this Agreement a Comprehensive General Liability Insurance policy or policies with a limit of not less than \$5,000,000 inclusive per occurrence for bodily injury (including death), personal injury and property damage. The policy/policies shall include, but not necessarily be limited to, the following coverage/provisions:

- all premises and operations necessary or incidental to the performance of this Agreement;
- products and completed operations;
- "broad form" property damage;
- blanket contractual liability;
- cross liability; and
- voluntary medical payments.

The Licenser shall be an "Additional Named Insured" with respect to the operations covered by this Agreement.

The policy or policies shall be underwritten by a responsible insurance company or companies licensed to do business in the Province of British Columbia. Such policy or policies shall provide that the coverage will be primary and shall not call into contribution or be in excess of any other insurance available to the Licenser and the coverage will not be canceled or materially altered without at least sixty (60) days prior written notice to the Licenser.

The policy or policies may provide that the amount payable in the event of any loss will be reduced by a deductible, in an amount to which the Licenser must consent. Consent, non-consent and/or unauthorized consent of the Licenser shall not constitute an Agreement by the Licenser to participate in the financial undertaking of the Licensee to satisfy any deductible payable. The Licensee shall be solely responsible for any and all insurance deductible.

Within ten (10) days of execution of this Agreement and at least thirty (30) days prior to the expiry of the policy or policies the Licensee shall furnish the Licenser with a Certificate or Certificates as evidence that such insurance is in place.

Maintenance of such insurance and the performance by the Licensee of its insurance obligations under this section shall not relieve the Licensee of its obligation to indemnify the Licensor as previously set forth.

In the event that the Licensee fails to maintain any insurance as required by the Licensor, the Licensor may at its option, secure and maintain insurance at such limits of coverage and with such deductible amounts, for such periods of time as the Licensor deems reasonable. The Licensee will pay upon demand to the Licensor, the Licensor's cost of maintaining and purchasing said insurance as required.

It shall be the sole responsibility of the Licensee to determine what additional insurance coverage, if any, including, but not limited to Workers' Compensation, are necessary and advisable for its own protection and/or to fulfill its obligations under this contract. Any such additional insurance shall be provided and maintained by the Licensee at its own expense.

The foregoing insurance provisions shall not limit the insurance required by Municipal, Provincial and/or Federal law.

The Licensee further covenants and agrees:

THAT in this Licence:

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

"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.

AND that it will not at any time during the Term:

use, exercise, or carry on or permit or suffer to be used, exercised or carried on, in or upon the Lot, 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 Lot, or any part, may be damaged or injuriously affected, or

use or permit to be used the Lot 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 Licensee must take all reasonable measures to ensure that any effluent or other substance

discharged, spilled, emitted, released or permitted to escape, does not contain any Contaminants.

AND to 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 Lot.

AND at the Licensors request from time to time, to provide the Licensors with a certificate of a director of the Licensee certifying that the Licensee is in compliance with all Environmental Laws and that no adverse environmental occurrences have taken place at the Lot.

AND to provide the Licensors promptly on request with such written authorizations as the Licensors may require from time to time to make inquiries at any governmental authority regarding the Licensees compliance with Environmental Laws.

AND to promptly notify the Licensors in writing of:

the existence of any Contaminants in, on or under the Lot or any part thereof;

the existence of any Contaminants, or any occurrence or condition, on the Lot or any real property adjoining or in the vicinity of the Lot, which could subject the Licensee, the Licensors or the Lot to any fines, penalties, orders or proceedings under Environmental Laws;

any enforcement, order, investigation, litigation or other governmental, regulatory, judicial or administrative action instituted, contemplated or threatened against the Licensee or the Lot pursuant to Environmental Laws; and

all claims, actions, orders or investigations, made or threatened by any third party against the Licensee or the Lot relating to damage, contribution, cost recovery, compensation, loss or injuries resulting from any Contaminants brought onto or created on the Lot by the Licensee or its employees, agents, contractors, sub-lessees, licensees or invitees or arising from the use or occupation of the Lot hereunder or the exercise of the Licensees rights hereunder, or any breach of any Environmental Laws arising from any of the foregoing.

AND to promptly, at its own cost, and at the Licensors request from time to time, remove any and all Contaminants from the Lot and remediate any contamination of the Lot or any other lands, resulting from the Contaminants brought onto or created on the Land by the Licensee or its employees, agents, contractors, sub-licensees, Licensees, invitees, Lessees, caretakers or volunteers or arising from the use or occupation of the Lot under this Licence or the exercise of the Licensees rights under this Licensee, all in accordance with Environmental Laws. On termination of this Licence, the Licensee must leave the Lot free from any and all Contaminants brought onto or created on the Lot by the Licensee or its employees, agents, contractors, sub-lessees, Lessees, licensees, invitees, caretakers or volunteers or resulting from the use or occupation of the Lot hereunder or the exercise of the Licensees rights hereunder.

If the Licensee brings or creates upon the Lot any Contaminants then, notwithstanding any rule

of law to the contrary, such Contaminants are and remain the sole and exclusive property of the Licensee and do not become the property of the Licensor, notwithstanding the degree of affixation of the Contaminants or the goods containing the Contaminants to the Lot and notwithstanding the expiry or earlier termination of this Licence. This section supersedes any other provision or this Licence to the contrary.

PROVISO for re-entry by the said Licensor on non-payment of rent, or non-performance of covenants.

PROVISO for re-entry on seizure or forfeiture of the said term.

8. LICENSOR'S COVENANTS

THE said Licensor covenants with said Licensee for quiet enjoyment.

AND to indemnify and save harmless the Licensee 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 Licensee 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 Lot on or before the reference date of this Licence.

9. GENERAL TERMS

AND ALSO that if the term hereby granted shall be at any time seized or taken in execution or in attachment by any creditor or the Licensor or if the Licensee shall make any assignment for the benefit of creditors, or becoming bankrupt or insolvent debtors the then current rent shall immediately become due and payable and the said term shall immediately become forfeited and void.

Provided and it is hereby agreed by and between the parties hereto that if the said Licensee shall hold over after the expiration of the term hereby granted and the Licensor shall accept rent, the new tenancy thereby created shall be a tenancy from month to month and not a tenancy from year to year, and shall be subject to the covenants and conditions herein contained so far as the same are applicable to a tenancy from month to month and not a tenancy from year to year, and shall be subject to the covenants and conditions herein contained so far as the same are applicable to a tenancy from month to month.

Wherever the singular and the masculine are used throughout this Indenture, the same shall be construed as meaning the plural or the feminine, or body corporate or politic, also the heirs, executors, administrators, successors and assigns of the respective parties hereto and each of them (where the context or the parties so require).

AND WITNESS WHEREOF the said parties have signed this lease the day and year first above written.

The Corporate Seal of the City of Port Alberni was Hereunto Affixed in the Presence of:

Mayor G. Rutten

Clerk Dawn Hartwell

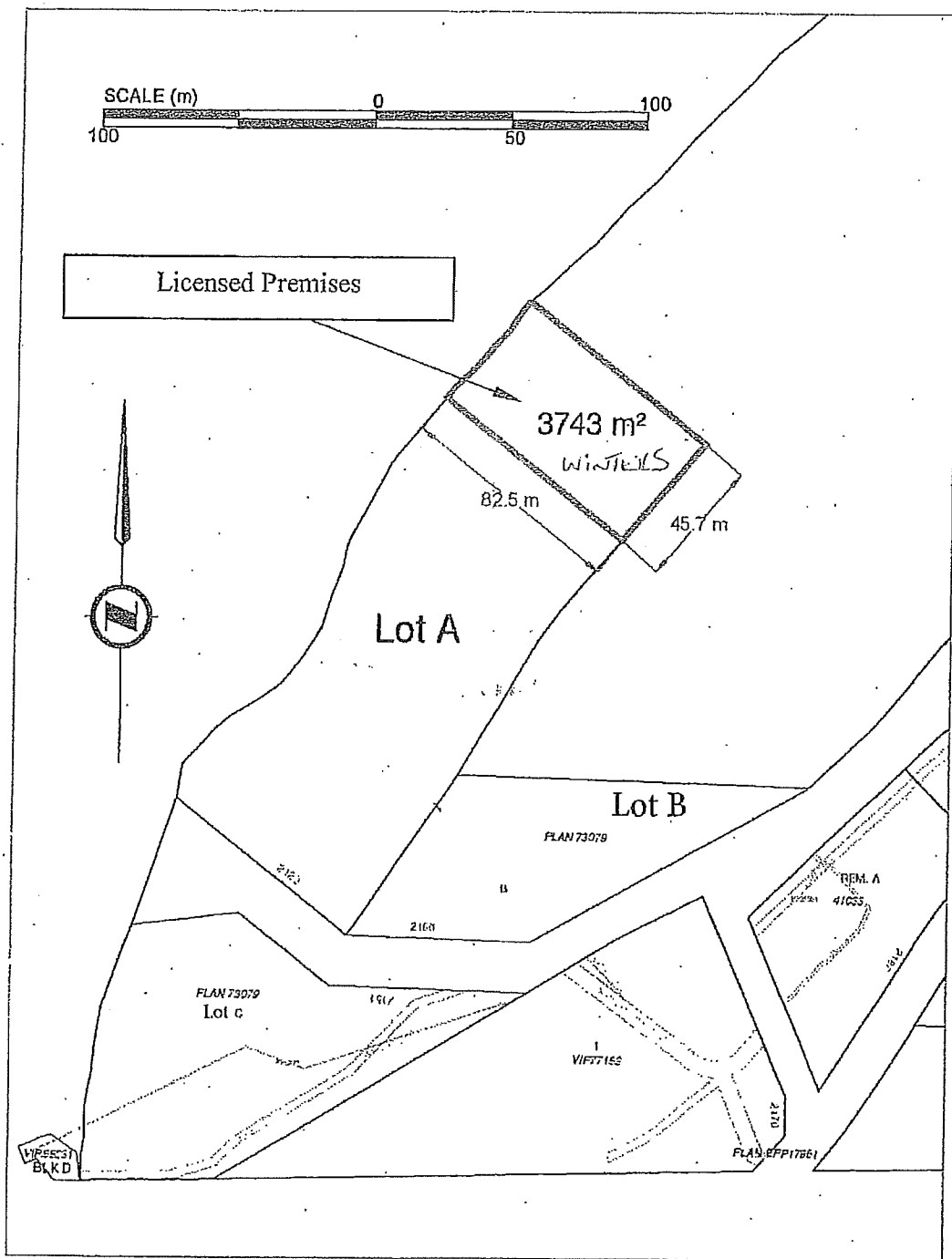
Tony Winters by its Authorized Signatory:

Signatory [Signature]

Witness _____

J:\Clerks\Agreements & Leases\Licences\Licence of Occupation - Winters - former Plywood site_2015.doc

SCHEDULE "A"



SCHEDULE F

GST DECLARATION

To: City of Port Alberni (the "Seller")

Re: An agreement between the Seller and 1075565 B.C. Ltd. (the "Buyer") being a Purchase and Sale Agreement dated for reference May 16, 2016 (the "Agreement") in respect of the sale and purchase of the Lands, as defined in the Agreement (the "Property")

The Buyer hereby agrees with the Seller that:

1. The Buyer is registered under Subdivision d of Division V of Part IX of the *Excise Tax Act* (Canada) ("ETA") for the collection and remittance of goods and services tax ("GST") and its registration number is _____.
2. The Buyer will remit directly to the Receiver General of Canada any GST payable, and file the prescribed Form 60 pursuant to subsection 228(4) of the ETA, in connection with the sale and conveyance of the Property.
3. The Buyer hereby indemnifies and saves harmless the Seller from any GST, penalty, interest or other amounts which may be payable by or assessed against the Seller under the ETA as a result of, or in connection with, the Seller's failure to collect and remit any GST applicable on the sale, and conveyance of the Property to the Buyer.
4. The Property transferred pursuant to the Agreement:
 - (a) is being purchased by the Buyer as principal for its own account and is not being purchased by the Buyer as an agent, trustee, or otherwise on behalf of or for another person; and
 - (b) does not constitute a supply of a residential complex made to an individual for the purposes of paragraph 221(2) of the ETA.

1075565 B.C. LTD.

by its authorized signatory(ies):

Name:

Name:

Date

SCHEDULE G

CITY SRW

[next page]

TERMS OF INSTRUMENT – PART 2

STATUTORY RIGHT OF WAY (PUBLIC PARK)

THIS AGREEMENT dated for reference _____, 2016 is

BETWEEN:

1075565 B.C. LTD. (Inc. No. BC1075565), 20 Grote Street, St. Catharines,
Ontario, L2N 2E7

(the “Owner”)

AND:

CITY OF PORT ALBERNI, 4850 Argyle Street, Port Alberni, British Columbia,
V9Y 1V8

(the “City”)

GIVEN THAT:

- A. The Owner is the registered owner of those lands, and all improvements thereto, legally described as Parcel Identifier: 025-202-219, Lot A District Lot 1 Alberni District Plan VIP73079 (“**Lot A**”); and
- B. Lot A is adjacent to those lands owned by the City legally described as Lot C District Lot 1 Alberni District Plan VIP73079 (“**Lot C**”), and the Owner wishes to grant the City a statutory right of way under s.218 of the *Land Title Act* over a portion of Lot A in order to allow the City to maintain the existing fence line on Lot A and to permit the public to use that portion of Lot A lying to the south of the existing fence line for recreational park purposes, as described in this Agreement,
- C. The statutory right of way granted by this Agreement is necessary for the operation and maintenance of the City’s undertaking,

This Agreement is evidence that in consideration of the payment of \$2.00 by the City to the Owner (the receipt and sufficiency of which is acknowledged by the Owner), and in consideration of the promises exchanged below, the Owner covenants and agrees as follows with the City in accordance with ss. 218 of the *Land Title Act* (British Columbia):

- 1. **Statutory Right of Way** – The Owner hereby grants, conveys and confirms to the City in perpetuity the full, free and uninterrupted right, liberty, easement and statutory right of way (“**Statutory Right of Way**”) for the City, its officers, employees, contractors and agents, at all times hereafter from time to time at their will and pleasure to enter, go, be on, pass and repass, with or without vehicles, personal property and equipment, upon,

over, under and across that portion of Lot A shown outlined in bold on Explanatory/Reference Plan EPP_____ (the "**Right of Way Area**"), a copy of which is attached hereto as Schedule "A", to:

- (a) retain, maintain, repair, alter, replace, and relocate, in the City's sole discretion, the fencing located within the Right of Way Area as of the reference date of this Agreement (the "**Existing Fencing**"), situated approximately 19.0 metres (62.3') north of the southern boundary of Lot A on the east side and approximately 15.0 metres (49.2') north of the southern boundary of Lot A on the west side;
- (b) use and operate the Right of Way Area as a park open to the public in the City's discretion and to permit the public to use the Right of Way Area as though it was a dedicated park in connection with the public use of Lot C;
- (c) have unobstructed access to and from the Right of Way Area at any and all times from adjacent public streets and from Lot C;
- (d) landscape the Right of Way Area as a public way, including tree trimming and reforestation;
- (e) remove from the Right of Way Area such structures, improvements, fixtures, trees, shrubs, plants, vehicles, storage facilities and other obstructions whatsoever as, in the City's opinion, acting reasonably, is necessary in order to safely use the Right of Way Area as a public park, provided the City gives the Owner 7 days prior written notice of its intention to do so, except no notice will be required in emergency situations;
- (f) store upon the Right of Way Area all vehicles, equipment, machinery, materials or other moveable property of any description necessary to retain, maintain, repair, alter, replace, and relocate the Existing Fencing, provided that the City shall consult with the Owner as to the duration and location of such storage; and
- (g) do all other things on the Right of Way Area as may be reasonably necessary, desirable or incidental to the use of the Right of Way Area as a public park.

2. **Owner's Obligations** – The Owner must:

- (a) not do or permit to be done anything in the Right of Way Area which in the opinion of the City, acting reasonably, may interfere with, injure or impair the operating efficiency of, or obstruct access to or the use of, the Right of Way Area, the Existing Fencing, or the rights granted under this Statutory Right of Way;
- (b) permit the City to trim or cut down any tree or other growth on the Right of Way Area which in the opinion of the City constitutes or may constitute a danger,

impairment or obstruction to the Existing Fencing or to those using the Right of Way Area as though it was a dedicated park;

- (c) permit the City to peaceably hold and enjoy the rights hereby granted;
- (d) permit the City to:
 - (i) maintain and clean the surface of the Right of Way Area and remove grass and other growth from the surface of the Right of Way Area to the extent required for the use and operation of the Right of Way Area for park purposes; and
 - (ii) to do all other things in the Right of Way Area which in the reasonable opinion of the City are reasonably necessary for the safe use and preservation of the Right of Way Area for park purposes;
- (e) not deposit or place garbage, debris or other material on the Right of Way Area;
- (f) not place, install or construct any building, structure, mobile or manufactured home or other improvement (including any paving, walls or additional fences) on the Right of Way Area, without the City's written approval;
- (g) not permit any building, construction, structure or other improvement to overhang the Right of Way Area, without the City's written approval.

3. **City's Obligations** – The City must do all things hereby authorized to be done by it over, through, under and upon the Right of Way Area in a good and workmanlike manner so as to cause no unnecessary damage or disturbance to the Owner, Lot A, or the Right of Way Area, or to any improvements thereon.

4. **City's Rights** – The City:

- (a) is entitled to peaceably hold and enjoy the rights, liberties and Statutory Right of Way hereby granted without hindrance, molestation or interruption by the Owner or any person, firm or corporation claiming by, through, under or in trust for the Owner;
- (b) in its sole discretion may at any time remove any or all of the Existing Fencing from the Right of Way Area, all of which remain chattels and the property of the City, notwithstanding that it may be annexed or affixed to the freehold;
- (c) may remove upon delivery of written notice to and upon consultation with the Owner anything placed on the Right of Way Area by the Owner which in the reasonable opinion of the City may interfere with, injure or impair the operating efficiency of, or obstruct access to or the use of the Right of Way Area;

- (d) on default by the Owner of any of its obligations under this Agreement, may, but is not obliged to, rectify the default, provided that, except in the case of an emergency, the City must first give 7 days prior notice to the Owner specifying the default and requiring it to be remedied. The Owner shall reimburse the City for its reasonable, out of pocket expenses incurred in remedying such a default;
 - (e) despite section 4(b), if the City abandons, releases or discharges the Statutory Right of Way, the City is not responsible or obligated in any way to remove or pay for the cost of removal of the Existing Fencing from the Right of Way Area.
5. **Indemnity** – The Owner covenants to and does hereby indemnify and save harmless the City at all times from all losses, damages, actions, suits, claims, demands, costs, expenses, fees and liabilities of any nature whatsoever by whomsoever brought, made or suffered for which the City is or may become liable, incur or suffer by reason of any injury to person (including death) or loss or damage to property or economic loss arising directly or indirectly from a breach or non-performance by the Owner of its covenants or obligations in this Agreement, or arising directly or indirectly, or from any wrongful act, omission or negligence of the City in, on, around and about Lot A, the Right of Way Area, or in any way connected to or relating to the Existing Fencing.
6. **Notice** – Any notice to be given pursuant to this Agreement must be in writing and may be delivered personally or sent by prepaid mail. The addresses of the parties for the purpose of notice are the addresses hereinbefore set out. If notice is delivered personally, it may be left at the relevant address in the same manner as ordinary mail is left by Canada Post and is to be deemed given when delivered. If notice is mailed, it is to be deemed given 5 days after mailing by deposit at a Canada Post mailing point or office. In the case of any strike or other event causing disruption of ordinary Canada Post operations, a party giving notice must do so by personal delivery as provided in this section. Any party may at any time give notice in writing to the other of any change of address and from and after the receipt of notice the address therein specified is to be deemed to be the address of such party for the giving of notice.
7. **No Obligations on City** – The rights given to the City by this Agreement are permissive only and nothing in this Agreement imposes any duty of any kind on the City to anyone or obliges the City to perform any act or to incur any expense for any of the purposes set out in this Agreement, except where expressly stated. Where the City is required or permitted by this Agreement to form an opinion, exercise a discretion, make a determination or give its consent, the Owner agrees that the City is under no public law duty of fairness or natural justice in that regard and agrees that the City may do any of those things in the same manner as if it were a private party and not a public body.
8. **No Effect On Laws or Powers** – This Agreement does not:

- (a) affect or limit the discretion, rights, duties or powers of the City under any enactment or at common law, including in relation to the use or subdivision of Lot A,
 - (b) affect or limit any enactment relating to the use or subdivision of Lot A, or
 - (c) relieve the Owner from complying with any enactment, including in relation to the use or subdivision of Lot A.
9. **Interest In Land and Enurement** – The Statutory Right of Way and licence granted hereby severally run with Lot A and each and every part into which Lot A may be subdivided or consolidated by any means (including subdivision plan, reference or explanatory plan, strata plan, bare land strata plan or lease), but no part of the fee of Lot A passes to or is vested in the City under or by this Agreement and the Owner may fully use the Right of Way Area and Lot A subject only to the common law and the rights, obligations and restrictions expressly set out in this Agreement. This Statutory Right of Way enures to the benefit of and is binding on the parties notwithstanding any rule of law or equity to the contrary.
10. **No Effect on Property Taxation** – Nothing in this Agreement itself affects any obligation of the Owner to pay all property taxes, rates, charges and levies payable under any enactment on or in respect of Lot A.
11. **Schedules** – Schedule "A", being a reduced copy of the survey plan delineating the Right of Way Area, forms part of this Agreement.
12. **Registration** – The Owner shall, at the Owner's expense, do or cause to be done all acts reasonably necessary to register this Agreement against title to Lot A with priority over all financial charges, liens and encumbrances registered or pending registration at the time of application for registration of this Agreement against the title to Lot A.
13. **Parties** – Every reference in this Agreement to a party is deemed to include the heirs, executors, administrators, successors, assigns, employees, agents, officers, and invitees of such party wherever the context so requires or allows.
14. **Waiver** – An alleged waiver of any breach of this Agreement is effective only if it is an express waiver in writing of the breach. A waiver of a breach of this Agreement does not operate as a waiver of any other breach of this Agreement.
15. **Severance** – If any part of this Agreement is held to be invalid, illegal or unenforceable by a court having the jurisdiction to do so, that part is to be considered to have been severed from the rest of this Agreement and the rest of this Agreement remains in force unaffected by that holding or by the severance of that part.

16. **No Other Agreements** – This Agreement is the entire agreement between the parties regarding its subject and it terminates and supersedes all other agreements and arrangements regarding its subject.
17. **Further Assurances** – The parties hereto shall execute and do all such further deeds, acts, things and assurances that may be reasonably required to carry out the intent of this Agreement.
18. **Enurement** – This Agreement binds the parties to it and their respective successors, heirs, executors and administrators.
19. **Deed and Contract** – By executing and delivering this Agreement each of the parties intends to create both a contract and a deed executed and delivered under seal.

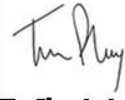
As evidence of their agreement to be bound by the terms of this instrument, the parties hereto have executed the Land Title Office Form C which is attached hereto and forms part of this Agreement.

SCHEDULE A TO SRW
COPY OF REFERENCE/EXPLANATORY PLAN

[to be inserted]

**CLERK'S DEPARTMENT
REPORT TO COUNCIL**

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



**Tim Pley, Acting City Manager/
Fire Chief**

TO: Tim Pley, Acting City Manager

FROM: Jake Martens, Deputy City Clerk/Communications Coordinator

COPIES TO: Davina Hartwell, City Clerk

DATE: June 2, 2016

SUBJECT: 2016 UBCM Convention - Cabinet Minister Meeting Requests

Issue:

Council to provide direction regarding meeting requests with Premier Clark and Cabinet Ministers.

Background:

The Union of British Columbia Municipalities (UBCM) Convention is being held at the Victoria Conference Centre, September 26-30, 2016. Requests for meetings with Provincial Cabinet Ministers are being accepted starting on June 13, 2016 and closing on August 12, 2016. Each meeting request must include specifics topics to be discussed to assist the province in scheduling the meetings and must also indicate an order of preference for each request (i.e, 1, 2, 3, 4).

Council direction is requested with respect to the specific meetings they wish to request. Once meetings are confirmed by the province, detailed background material will be required. As Council is aware, meetings are typically short therefore Council should also reflect on the specific attendees at each meeting.

It is requested that Council members submit their requests to the Clerk's Department by Monday, July 4, 2016.

Recommendation:

That the report from the Deputy City Clerk/Communications Coordinator dated June 2, 2016, be received.

Respectfully submitted,



Jake Martens
Deputy City Clerk/Communications Coordinator



FINANCE DEPARTMENT

TO: Tim Pley, A/CAO

FROM: Cathy Rothwell, Director of Finance

COPIES TO: Mayor and Council
Davina Hartwell, City Clerk

DATE: June 7, 2016

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

Tim Pley, Acting City Manager/
Fire Chief

SUBJECT: Strategic Community Investment (SCI) and Traffic Fine Revenue Sharing (TFRS) Funds Plan & Progress Report

Background

Both the Strategic Community Investment and Traffic Fine Revenue Sharing grants are unconditional, and provided to municipalities by the province to assist them in providing basic services, and ensuring community safety. The SCI grant is based on a formula that factors in a base amount, population, and assessment values. The TFRS grant is based on a municipality's policing costs relative to the total policing costs paid by all municipalities. It returns 100% of net revenues from traffic violations to municipalities that are directly responsible for paying for policing.¹

A condition of the Strategic Community Investment Funds grant is that the Plan and Progress Report be prepared to show what the funds were used for and whether performance targets were achieved. The reports are prepared annually, with a due date of June 30 of each year that the program is in effect. The 2015 report is attached. Briefly, the report summarizes where the Strategic Community Investment and Traffic Fine Revenue Sharing funds were applied, the intended uses, and the targets. Intended uses and targets were met.

Recommendation

The following resolution is proposed:

That the report from the Director of Finance dated June 7, 2016 and the 2015 Strategic Community Investment and Traffic Fine Revenue Sharing Funds Plan and Progress Report, be received.

Respectfully submitted,

Cathy Rothwell
Director of Finance

¹Ministry of Community, Sport & Cultural Development website:
http://www.cscd.gov.bc.ca/lgd/policy_research/local_government_grants.htm, accessed April 5, 2016

City of Port Alberni Strategic Community Investment Funds Plan and Progress Report

- (1) **SCI Funds received or anticipated:** *Payments under the small community, regional district and traffic fine revenue sharing portions of the Strategic Community Investment Funds (SCI Funds) will be set out separately in the local government's SCI Funds Agreement.*

Strategic Community Investment Funds	Use	Date	Amount
SC Grants	local government services	March 26, 2015	\$ 88,578
		June 25, 2015	\$ 171,249
RD Grants	local government services		
TFRS Grants	Defray the cost of local police enforcement	March 27, 2015	\$ 119,336
		June 25, 2015	\$ 218,326

- (2) **SCI Funds intended use, performance targets and progress made:**
Small Community or Regional District Portion of the SCI Funds

Intended Use	Performance Targets	Progress made in first reporting period (by June 30, 2015)
<i>SCI funding is used to support local government service delivery to offset tax rate increases.</i>	<i>Minimize tax rate increases.</i>	<i>Strategic Community portion \$0 deferred from 2014; \$258,905 used in 2015; \$nil deferred to 2016. Without funding the residential tax increase is projected at 1.3% more than without the funding.</i>

Traffic Fine Revenue Sharing Portion of the SCI Funds

Intended Use	Performance Targets	Progress made in first reporting period (by June 30, 2015)
<i>TFRS funding is used to support police in law enforcement; and to support bylaw enforcement.</i>	<i>Support debt servicing costs on new detachment; support Community Policing office; support Municipal Ticket Information and parking enforcement.</i>	<i>TFRS portion \$29,099 deferred from 2014; \$366,761 used in 2015; \$0 deferred to 2016. Funding represents 100% of cost of debt servicing for RCMP detachment; 100% of community policing; and 15% of cost of bylaw enforcement.</i>

- (3) **Report Date:** June 1, 2016

First report must be made by June 30 in each year of the SCIF agreement.

J:/finance/director/Strategic Community Investment Reporting/SCI Funds Plan & Progress Report 2015 due Jun 2015.docx



CITY OF PORT ALBERNI

FINANCE DEPARTMENT REPORT

TO: Tim Pley, A/CAO
FROM: Cathy Rothwell, Director of Finance
COPIES TO: Mayor and Council
Davina Hartwell, City Clerk
DATE: May 20, 2016

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

Tim Pley, Acting City Manager/
Fire Chief

SUBJECT: Final Climate Action Revenue Incentive Program (CARIP) Report

Issue

The Climate Action Revenue Incentive Program (CARIP) Final Report for the year ended December 31, 2015 was released to the public (via City website) on May 19, 2016. The CARIP Final Report must be released to the public and submitted to the province prior to June 1 of each year. This is a condition of the City's application for refund of carbon tax paid (\$35,503) under CARIP for the 2015 year. City Council must receive and approve the Report to meet the CARIP funding application requirements.

Background

The City of Port Alberni, together with the Province of BC and the UBCM signed the Climate Action Charter (CAC) pledging to achieve the following goals: Be carbon neutral in corporate operations by 2012; measure and report on our community greenhouse gas emission profile; and work to create compact, more energy efficient communities. In 2008, then Premier Gordon Campbell announced that communities that have signed onto the CAC and agree to publicly report on their climate action progress would be eligible for the Climate Action Revenue Incentive Program (CARIP) grant. The following Final Report meets the CARIP requirements to publicly report on climate actions undertaken by this local government in the current year and intended climate actions for the following year; and to publicly report progress on achieving carbon neutrality.

Discussion

The report is a brief statement of the City's annual corporate emissions and carbon trust contributions. The City's annual corporate emissions from direct delivery of services were 2,084 tonnes of carbon dioxide (tCO₂e); and 76 tonnes from contracted services, for a total of 2,160 tonnes (2014 – 2,306). The City's 2015 contribution of \$54,000 to the statutory Carbon Trust Reserve Fund is calculated by the number of tonnes by \$25 per tonne. This amount will be transferred from the City's General Revenue Fund to the Carbon Trust Reserve Fund.

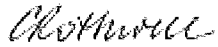
ENTERED

Recommendation

The following resolution is proposed:

That the report from the Director of Finance dated May 20, 2016, be received and Council for the City of Port Alberni approve the Final Report as produced under the Climate Action Revenue Incentive Program for the years 2015 and 2016.

Respectfully submitted,



Cathy Rothwell
Director of Finance

2015 CARIP Climate Action/Carbon Neutral Progress Survey

<http://fluidsurveys.com/surveys/irpb/2015-carip-survey/de351f8a9a1a3dbc7eb6624b08ab7285ba44e854/>

Filled Thursday, May 19, 2016

Introduction

Welcome to the 2015 CARIP Climate Action/Carbon Neutral Progress Survey

This year's CARIP reporting process consists of a single online survey – the 2015 CARIP Climate Action/Carbon Neutral Progress Survey – that combines the two surveys from last year into one. The 2015 online survey has been simplified to make reporting easier. Local governments are required to submit the 2015 Climate Action/Carbon Neutral Progress Survey on or before June 1, 2016. Local governments are also required to publicly report the information submitted in the 2015 CARIP Climate Action/Carbon Neutral Progress Survey. There are three ways a local government can report to the public. These include using: the report generated by the online survey (FluidSurveys™ software), a report based on the populated supporting Word Template provided to local governments, or, a report in another format that contains the information submitted in the 2015 CARIP Climate Action/Carbon Neutral Progress Survey. The supporting Word Template has been created to assist with collecting information for the online 2015 Climate Action/Carbon Neutral Progress Survey. The Word Template is available on the CARIP webpage. It follows the same organization as the 2015 CARIP Climate Action/Carbon Neutral Progress Survey. Responses entered into the Word Template can be cut and pasted into the online survey. Use of the Word Template is optional. Local governments may choose to edit the populated Word Template and use it for their public report, as an alternative to the report generated by the 2015 CARIP Climate Action/Carbon Neutral Progress Survey.

Information Highlights
Deadline for submitting the 2015 CARIP Climate Action/Carbon Neutral Progress Survey: June 1, 2016
Detailed Instructions and FAQs can be found here:

http://www.cscd.gov.bc.ca/lgd/library/2015_CARIP_Survey_Instructions.pdf
Supporting Word Template can be found here:

http://www.cscd.gov.bc.ca/lgd/library/2015_CARIP_Survey_Template.doc
Community-Wide Actions: Actions undertaken to reduce GHG emissions in the community at-large, i.e. not related to corporate operations. Corporate Actions: Actions undertaken to reduce GHG emissions produced as a result of a local government's delivery of "traditional services", including fire protection, solid waste management, recreational/cultural services, road and traffic operations, water and wastewater management, and local government administration. Please keep answers brief and avoid duplication by entering each action into a single category.

Broad Planning

BROAD PLANNING ACTIONS

Broad planning refers to high level planning that sets the stage for GHG emissions reductions, including plans such as Official Community Plans, Integrated Community Sustainability Plans, Climate Action Plans or Community Energy Emissions Plans. Land use planning that focuses on Smart Growth principles (compact, complete, connected, centred) plays an especially important role in energy and GHG reduction.

COMMUNITY-WIDE

COMMUNITY-WIDE BROAD PLANNING - 2015 ACTIONS

In the following section, please identify up to five community-wide Broad Planning actions taken in 2015 (one action per box). There is a separate box for additional actions that you wish to report.

2015 Community-Wide Broad Planning Actions

Variable	Response
2015 Community-Wide Broad Planning Actions	District Energy System - continued research and evolution of options and scope, development of relationships with potential partners
2015 Community-Wide Broad Planning Actions	Organic waste program - continued study and feasibility
2015 Community-Wide Broad Planning Actions	Active Transportation Plan - bike lanes on city streets, pedestrian/cycling trail construction
2015 Community-Wide Broad Planning Actions	Official Community Plan - continued review and updating for densification, secondary suites and minimum lot sizes
2015 Community-Wide Broad Planning Actions	Food Security and Climate Change Committee - resolutions and recommendations incorporated into capital and operating five year financial plan

Additional Community-Wide Actions Taken in 2015

For those communities that would like to provide additional actions - please list, separated by a forward slash /, any additional community-wide Broad Planning actions in the boxes below (optional).

Young Professionals community gardens project

COMMUNITY-WIDE BROAD PLANNING - ACTIONS PROPOSED FOR 2016

In the following section, please identify up to five community-wide Broad Planning actions proposed for 2016 (one action per box).

2016 Community-Wide Broad Planning Proposed Actions

Variable	Response
2016 Community-Wide Broad Planning Proposed Actions	Replacement of city street lights with LED lights
2016 Community-Wide Broad Planning Proposed Actions	Solar garden project feasibility and implementation plan
2016 Community-Wide Broad Planning Proposed Actions	Active Transportation Plan - continued cycling/pedestrian trail development
2016 Community-Wide Broad Planning Proposed Actions	Bike lane construction arterial streets
2016 Community-Wide Broad Planning Proposed Actions	(No response)

CORPORATE

CORPORATE BROAD PLANNING - 2015 ACTIONS

In the following section, please identify up to five corporate Broad Planning actions taken in 2015 (one action per box). There is a separate box for additional actions that you wish to report.

2015 Corporate Broad Planning Actions

Variable	Response
2015 Corporate Broad Planning Actions	Recycled asphalt for paving operations
2015 Corporate Broad Planning Actions	Billing structure changed for water and sewer services to conservation based system
2015 Corporate Broad Planning Actions	Continued operations following Environmental Sustainability Progress Report & Plan
2015 Corporate Broad Planning Actions	Continued promotion of energy conservation
2015 Corporate Broad Planning Actions	Water restrictions enacted

Additional Corporate Actions Taken in 2015

For those communities that would like to provide additional actions - please list, separated by a forward slash /, any additional corporate Broad Planning actions in the boxes below (optional).

(No response)

CORPORATE BROAD PLANNING - ACTIONS PROPOSED FOR 2016

In the following section, please identify up to five community-wide Broad Planning actions proposed for 2016 (one action per box).

2016 Corporate Broad Planning Proposed Actions

Variable	Response
2016 Corporate Broad Planning Proposed Actions	Continue energy conservation promotion and practice
2016 Corporate Broad Planning Proposed Actions	Update Environmental Sustainability Progress Report & Plan
2016 Corporate Broad Planning Proposed Actions	Continue water conservation plan
2016 Corporate Broad Planning Proposed Actions	(No response)
2016 Corporate Broad Planning Proposed Actions	(No response)

SNAPSHOT QUESTIONS

Does your local government set aside funds in a climate reserve fund or something similar?

Yes

Does your local government have a corporate GHG reduction plan?

Yes

What is your current GHG reduction target (s) as identified in your OCP or RGS?

Annual decrease to eventually become carbon neutral

Has your local government used the Community Energy and Emissions Inventory (CEEI) to measure progress?

Yes

What plans, policies or guidelines govern the implementation of climate mitigation in your community?

- Energy and Emissions Plan
- OCP
- Other, please specify...: Environmental Sustainability Progress Report & Plan

Building and Lighting

BUILDING AND LIGHTING ACTIONS

Low-carbon buildings use the minimum amount of energy needed to provide comfort and safety for their inhabitants and tap into renewable energy sources for heating, cooling and power. These buildings can save money, especially when calculated over the long term. This category also includes reductions realized from energy efficient street lights and lights in parks or other public spaces.

COMMUNITY-WIDE

COMMUNITY-WIDE BUILDING AND LIGHTING - 2015 ACTIONS

In the following section, please identify up to five community-wide Building and Lighting actions taken in 2015 (one action per box). There is a separate box for additional actions that you may want to report.

2015 Community-Wide Building and Lighting Actions

Variable	Response
2015 Community-Wide Building and Lighting Actions	Continued requests for proposals for development of city owned properties
2015 Community-Wide Building and Lighting Actions	District Energy System research and feasibility continued for scope, options, and partnership
2015 Community-Wide Building and Lighting Actions	Derelict building policy ticketing system refinement and enforcement

2015 Community-Wide Building and Lighting Actions	(No response)
2015 Community-Wide Building and Lighting Actions	(No response)

Additional Community-Wide Building and Lighting Actions Taken in 2015

For those communities that would like to provide additional actions - please list, separated by a "/", any additional community-wide Building and Lighting actions in the boxes below (optional).

(No response)

COMMUNITY-WIDE BUILDING AND LIGHTING - ACTIONS PROPOSED FOR 2016

In the following section, please identify up to five community-wide Building and Lighting actions proposed for 2016 (one action per box).

2016 Community-Wide Building and Lighting Proposed Actions

Variable	Response
2016 Community-Wide Building and Lighting Proposed Actions	Solar garden project feasibility and implementation plan
2016 Community-Wide Building and Lighting Proposed Actions	(No response)
2016 Community-Wide Building and Lighting Proposed Actions	(No response)
2016 Community-Wide Building and Lighting Proposed Actions	(No response)
2016 Community-Wide Building and Lighting Proposed Actions	(No response)

CORPORATE

CORPORATE BUILDING AND LIGHTING - 2015 ACTIONS

In the following section, please identify up to five corporate Building and Lighting actions taken in 2015 (one action per box). There is a separate box for additional actions that you may want to report.

2015 Corporate Building and Lighting Actions

Variable	Response
2015 Corporate Building and Lighting Actions	Energy efficient window replacement at City Hall and Echo Centre
2015 Corporate Building and Lighting Actions	Retrofit 2nd bath & shower with efficient fixtures at Fire Hall
2015 Corporate Building and Lighting Actions	Energy efficient lighting replacement
2015 Corporate Building and Lighting Actions	Energy efficient roof replacement on Abbeyfield building
2015 Corporate Building and Lighting Actions	(No response)

Additional Building and Lighting Corporate Actions Taken in 2015

For those communities that would like to provide additional actions - please list, separated by a "/", any additional corporate Building and Lighting actions in the boxes below (optional).

(No response)

CORPORATE BUILDING AND LIGHTING - ACTIONS PROPOSED FOR 2016

In the following section, please identify up to five corporate Broad Planning actions proposed for 2016 (one action per box).

2016 Building and Lighting Proposed Actions

Variable	Response
2016 Building and Lighting Proposed Actions	Continued energy efficient lighting replacement
2016 Building and Lighting Proposed Actions	Continued energy efficient window replacement at city buildings
2016 Building and Lighting Proposed Actions	(No response)
2016 Building and Lighting Proposed Actions	(No response)
2016 Building and Lighting Proposed Actions	(No response)

Energy Generation

ENERGY GENERATION ACTIONS

A transition to renewable or low-emission energy sources for heating, cooling and power supports large, long-term GHG emissions reductions. Renewable energy including waste heat recovery (e.g. from biogas and biomass), geo-exchange, micro hydroelectric, solar thermal and solar photovoltaic, heat pumps, tidal, wave, and wind energy can be implemented at different scales, e.g. in individual homes, or integrated across neighbourhoods through district energy or co-generation systems.

COMMUNITY-WIDE

COMMUNITY-WIDE ENERGY GENERATION - 2015 ACTIONS

In the following section, please identify up to five community-wide Energy Generation actions taken in 2015 (one action per box). There is a separate box for additional actions that you may want to report.

2015 Community-Wide Energy Generation Actions

Variable	Response
2015 Community-Wide Energy Generation Actions	District Energy System scope and options continued
2015 Community-Wide Energy Generation Actions	(No response)
2015 Community-Wide Energy Generation Actions	(No response)
2015 Community-Wide Energy Generation Actions	(No response)
2015 Community-Wide Energy Generation Actions	(No response)

Additional Community-Wide Energy Generation Actions Taken in 2015

For those communities that would like to provide additional actions - please list, separated by a forward slash /, any additional community-wide Energy Generation actions in the boxes below (optional).

(No response)

COMMUNITY-WIDE ENERGY GENERATION - ACTIONS PROPOSED FOR 2016

In the following section, please identify up to five community-wide Energy Generation actions proposed for 2016 (one action per box).

2016 Community-Wide Energy Generation Proposed Actions

Variable	Response
2016 Community-Wide Energy Generation Proposed Actions	District Energy System scope and options continued
2016 Community-Wide Energy Generation Proposed Actions	Solar garden project feasibility and implementation plan
2016 Community-Wide Energy Generation Proposed Actions	(No response)
2016 Community-Wide Energy Generation Proposed Actions	(No response)
2016 Community-Wide Energy Generation Proposed Actions	(No response)

CORPORATE

CORPORATE ENERGY GENERATION - 2015 ACTIONS

In the following section, please identify up to five corporate Energy Generation actions taken in 2015 (one action per box). There is a separate box for additional actions that you may want to report.

2015 Corporate Energy Generation Actions

Variable	Response
2015 Corporate Energy Generation Actions	(No response)
2015 Corporate Energy Generation Actions	(No response)
2015 Corporate Energy Generation Actions	(No response)
2015 Corporate Energy Generation Actions	(No response)
2015 Corporate Energy Generation Actions	(No response)

Additional Corporate Energy Generation Actions Taken in 2015

For those communities that would like to provide additional actions - please list, separated by a forward slash /, any additional corporate Energy Generation actions in the boxes below (optional).

(No response)

CORPORATE ENERGY GENERATION - ACTIONS PROPOSED FOR 2016

In the following section, please identify up to five community-wide Energy Generation actions proposed for 2016 (one action per box).

2016 Energy Generation Proposed Actions

Variable	Response
2016 Energy Generation Proposed Actions	(No response)
2016 Energy Generation Proposed Actions	(No response)
2016 Energy Generation Proposed Actions	(No response)
2016 Energy Generation Proposed Actions	(No response)
2016 Energy Generation Proposed Actions	(No response)

SNAPSHOT QUESTIONS

Is your local government developing or constructing...

- A district energy system

Is your local government operating...

- None of the above

Is your local government connected to a district energy system that is operated by another energy provider?

No

Are you aware of the Integrated Resource Recovery guidance page on the BC Climate Action Toolkit? <http://www.toolkit.bc.ca/tool/integrated-resource-recovery-irr>

Yes

Greenspace

GREENSPACE ACTIONS

Greenspace refers to parks and greenways, boulevards, community forests, urban agriculture, riparian areas, gardens, recreation/school sites, and other green spaces, such as remediated brownfield/contaminated sites.

COMMUNITY-WIDE

COMMUNITY-WIDE GREENSPACE - 2015 ACTIONS

In the following section, please identify up to five community-wide Greenspace actions taken in 2015 (one action per box). There is a separate box for additional actions that you may want to report.

2015 Community-Wide Greenspace Actions

Variable	Response
2015 Community-Wide Greenspace Actions	Street tree inventory maintained at 3,000; replacements made as required
2015 Community-Wide Greenspace Actions	Continued operation of Community Forest under stewardship plan that models best practices in forestry operations
2015 Community-Wide Greenspace Actions	Acquisition of parkland
2015 Community-Wide Greenspace Actions	(No response)
2015 Community-Wide Greenspace Actions	(No response)

Additional Community-Wide Greenspace Actions Taken in 2015

For those communities that would like to provide additional actions - please list, separated by a forward slash /, any additional community-wide Greenspace actions in the boxes below (optional).

(No response)

COMMUNITY-WIDE GREENSPACE - ACTIONS PROPOSED FOR 2016

In the following section, please identify up to five community-wide Greenspace actions proposed for 2016 (one action per box).

2016 Community-Wide Greenspace Proposed Actions

Variable	Response
2016 Community-Wide Greenspace Proposed Actions	Street tree inventory maintained at 3,000; replacements made as required
2016 Community-Wide Greenspace Proposed Actions	Continued operation of Community Forest under stewardship plan that models best practices in forestry operations
2016 Community-Wide Greenspace Proposed Actions	(No response)
2016 Community-Wide Greenspace Proposed Actions	(No response)
2016 Community-Wide Greenspace Proposed Actions	(No response)

CORPORATE

CORPORATE GREENSPACE - 2015 ACTIONS

In the following section, please identify up to five corporate Greenspace actions taken in 2015 (one action per box). There is a separate box for additional actions that you may want to report.

2015 Corporate Greenspace Actions

Variable	Response
2015 Corporate Greenspace Actions	Acquisition of parkland
2015 Corporate Greenspace Actions	Park improvements at Canal Beach - trees and grass
2015 Corporate Greenspace Actions	(No response)
2015 Corporate Greenspace Actions	(No response)
2015 Corporate Greenspace Actions	(No response)

Additional Corporate Greenspace Actions Taken in 2015

For those communities that would like to provide additional actions - please list, separated by a forward slash /, any additional corporate Greenspace actions in the boxes below (optional).

(No response)

CORPORATE GREENSPACE - ACTIONS PROPOSED FOR 2016

In the following section, please identify up to five corporate Greenspace actions proposed for 2016 (one action per box).

2016 Greenspace Proposed Actions

Variable	Response
2016 Greenspace Proposed Actions	Millstone Park construction
2016 Greenspace Proposed Actions	(No response)
2016 Greenspace Proposed Actions	(No response)
2016 Greenspace Proposed Actions	(No response)
2016 Greenspace Proposed Actions	(No response)

SNAPSHOT QUESTION

Does your local government have urban forest policies, plans or programs?

Yes

Solid Waste

SOLID WASTE ACTIONS

Reducing, reusing, recycling, recovering and managing the disposal of the residual solid waste minimizes environmental impacts and supports sustainable environmental management, greenhouse gas reductions, and improved air and water quality.

COMMUNITY-WIDE

COMMUNITY-WIDE SOLID WASTE - 2015 ACTIONS

In the following section, please identify up to five community-wide Solid Waste actions taken in 2015 (one action per box). There is a separate box for additional actions that you may want to report.

2015 Community-Wide Solid Waste Actions

Variable	Response
2015 Community-Wide Solid Waste Actions	Review of organics composting study with ACRD
2015 Community-Wide Solid Waste Actions	Placement of separate recycling bins around city for returnables
2015 Community-Wide Solid Waste Actions	Food Security and Climate Change Committee recommendations
2015 Community-Wide Solid Waste Actions	(No response)
2015 Community-Wide Solid Waste Actions	(No response)

Additional Community-Wide Solid Waste Actions Taken in 2015

For those communities that would like to provide additional actions - please list, separated by a forward slash /, any additional community-wide Solid Waste actions in the boxes below (optional).

(No response)

COMMUNITY-WIDE SOLID WASTE - ACTIONS PROPOSED FOR 2016

In the following section, please identify up to five community-wide Solid Waste actions proposed for 2016 (one action per box).

2016 Community-Wide Solid Waste Proposed Actions

Variable	Response
2016 Community-Wide Solid Waste Proposed Actions	(No response)
2016 Community-Wide Solid Waste Proposed Actions	(No response)
2016 Community-Wide Solid Waste Proposed Actions	(No response)
2016 Community-Wide Solid Waste Proposed Actions	(No response)
2016 Community-Wide Solid Waste Proposed Actions	(No response)

CORPORATE

CORPORATE SOLID WASTE - 2015 ACTIONS

In the following section, please identify up to five corporate Solid Waste actions taken in 2015 (one action per box). There is a separate box for additional actions that you may want to report.

2015 Corporate Solid Waste Actions

Variable	Response
2015 Corporate Solid Waste Actions 	Food Security and Climate Change Committee recommendations
2015 Corporate Solid Waste Actions 	Phased out commercial garbage pickup
2015 Corporate Solid Waste Actions 	(No response)
2015 Corporate Solid Waste Actions 	(No response)
2015 Corporate Solid Waste Actions 	(No response)

Additional Solid Waste Actions Taken in 2015

For those communities that would like to provide additional actions - please list, separated by a forward slash /, any additional corporate Solid Waste actions in the boxes below (optional).

(No response)

CORPORATE SOLID WASTE - ACTIONS PROPOSED FOR 2016

In the following section, please identify up to five corporate Solid Waste actions proposed for 2016 (one action per box).

2016 Solid Waste Proposed Actions

Variable	Response
2016 Solid Waste Proposed Actions 	Food Security and Climate Change Committee recommendations
2016 Solid Waste Proposed Actions 	Continue to promote recycling and reducing garbage
2016 Solid Waste Proposed	Continue Bear Smart program

Actions	
2016 Solid Waste Proposed Actions	(No response)
2016 Solid Waste Proposed Actions	(No response)

SNAPSHOT QUESTIONS

Does your local government have construction and demolition waste reduction policies, plans or programs?

Yes

Does your local government have organics reduction/diversion policies, plans or programs?

No

Transportation

TRANSPORTATION ACTIONS

Transportation actions that increase transportation system efficiency, emphasize the movement of people and goods, and give priority to more efficient modes, e.g. walking, cycling, ridesharing, and public transit, can contribute to reductions in greenhouse gas emissions and more livable communities.

COMMUNITY-WIDE

COMMUNITY-WIDE TRANSPORTATION - 2015 ACTIONS

In the following section, please identify up to five community-wide Transportation actions taken in 2015 (one action per box). There is a separate box for additional actions that you may want to report.

2015 Community-Wide Transportation Actions

Variable	Response
2015 Community-Wide Transportation Actions	Active Transportation Plan - trails and bike lanes

2015 Community-Wide Transportation Actions	Bus shelters
2015 Community-Wide Transportation Actions	Public transit routing refinements
2015 Community-Wide Transportation Actions	Promotion of electric vehicle charging stations
2015 Community-Wide Transportation Actions	(No response)

Additional Community-Wide Transportation Actions Taken in 2015

For those communities that would like to provide additional actions - please list, separated by a forward slash /, any additional community-wide Transportation actions in the boxes below (optional).

(No response)

COMMUNITY-WIDE TRANSPORTATION - ACTIONS PROPOSED FOR 2016

In the following section, please identify up to five community-wide Transportation actions proposed for 2016 (one action per box).

2016 Community-Wide Transportation Proposed Actions

Variable	Response
2016 Community-Wide Transportation Proposed Actions	(No response)
2016 Community-Wide Transportation Proposed Actions	(No response)
2016 Community-Wide Transportation Proposed Actions	(No response)
2016 Community-Wide Transportation Proposed Actions	(No response)
2016 Community-Wide Transportation Proposed Actions	(No response)

CORPORATE

CORPORATE TRANSPORTATION - 2015 ACTIONS

In the following section, please identify up to five corporate Transportation actions taken in 2015 (one action per box). There is a separate box for additional actions that you may want to report.

2015 Corporate Transportation Actions

Variable	Response
2015 Corporate Transportation Actions	Energy efficient vehicle replacements

2015 Corporate Transportation Actions	(No response)
2015 Corporate Transportation Actions	(No response)
2015 Corporate Transportation Actions	(No response)
2015 Corporate Transportation Actions	(No response)

Additional Corporate Transportation Actions Taken in 2015

For those communities that would like to provide additional actions - please list, separated by a forward slash /, any additional corporate Transportation actions in the boxes below (optional).

(No response)

CORPORATE TRANSPORTATION - ACTIONS PROPOSED FOR 2016

In the following section, please identify up to five corporate Transportation actions proposed for 2016 (one action per box).

2016 Transportation Proposed Actions

Variable	Response
2016 Transportation Proposed Actions	Continued Active Transportation Plan trails and bike lanes
2016 Transportation Proposed Actions	Lower Dry Creek Trail bridge
2016 Transportation Proposed Actions	Investigate replacement of internal combustion vehicles with electric vehicles
2016 Transportation Proposed Actions	(No response)
2016 Transportation Proposed Actions	(No response)

SNAPSHOT QUESTIONS

Does your local government have policies, plans or programs to support:

- Walking
- Cycling
- Transit

Does your local government have a Transportation Demand Management (TDM) strategy (e.g. to reduce single-vehicle occupancy trips, increase travel options, provide incentives to encourage individuals to modify travel behavior)?

No

Does your local government have policies, plans or programs to support local food production (thus reducing transportation emissions)?

Yes

Water and Wastewater

WATER AND WASTEWATER ACTIONS

Managing and reducing water consumption and wastewater is an important aspect of developing a sustainable built environment that supports healthy communities, protects ecological integrity, and reduces greenhouse gas emissions.

COMMUNITY-WIDE

COMMUNITY-WIDE WATER AND WASTEWATER - 2015 ACTIONS

In the following section, please identify up to five community-wide Water and Wastewater actions taken in 2015 (one action per box). There is a separate box for additional actions that you may want to report.

2015 Community-Wide Water and Wastewater Actions

Variable	Response
2015 Community-Wide Water and Wastewater Actions	Construction of sewage disposal system ongoing
2015 Community-Wide Water and Wastewater Actions	Separation of storm and sewer pipes
2015 Community-Wide Water and Wastewater Actions	Construction of Bainbridge Water Treatment plant
2015 Community-Wide Water and Wastewater Actions	Increased water and sewer rates to fund infrastructure improvements
2015 Community-Wide Water and Wastewater Actions	(No response)

Additional Community-Wide Water and Wastewater Actions Taken in 2015

For those communities that would like to provide additional actions - please list, separated by a forward slash /, any additional community-wide Water and Wastewater actions in the boxes below (optional).

(No response)

COMMUNITY-WIDE WATER AND WASTEWATER - ACTIONS PROPOSED FOR 2016

In the following section, please identify up to five community-wide Water and Wastewater actions proposed for 2016 (one action per box).

2016 Community-Wide Water and Wastewater Proposed Actions

Variable	Response
2016 Community-Wide Water and Wastewater Proposed Actions	New reservoir pumps at Arrowsmith
2016 Community-Wide Water and Wastewater Proposed Actions	Continued construction of sewage disposal system
2016 Community-Wide Water and Wastewater Proposed Actions	Continued research on Sproat Lake water supply
2016 Community-Wide Water and Wastewater Proposed Actions	(No response)
2016 Community-Wide Water and Wastewater Proposed Actions	(No response)

CORPORATE

CORPORATE WATER AND WASTEWATER - 2015 ACTIONS

In the following section, please identify up to five corporate Water and Wastewater actions taken in 2015 (one action per box). There is a separate box for additional actions that you may want to report.

2015 Corporate Water and Wastewater Actions

Variable	Response
2015 Corporate Water and Wastewater Actions	Water restrictions in the summer
2015 Corporate Water and Wastewater Actions	Water controller at Roger Creek Water Park
2015 Corporate Water and Wastewater Actions	Continued separation of storm and sewer pipes

2015 Corporate Water and Wastewater Actions	(No response)
2015 Corporate Water and Wastewater Actions	(No response)

Additional Corporate Water and Wastewater Actions Taken in 2015

For those communities that would like to provide additional actions - please list, separated by a forward slash /, any additional corporate Water and Wastewater actions in the boxes below (optional).

(No response)

CORPORATE WATER AND WASTEWATER - ACTIONS PROPOSED FOR 2016

In the following section, please identify up to five corporate Water and Wastewater actions proposed for 2016 (one action per box).

2016 Water and Wastewater Proposed Actions

Variable	Response
2016 Water and Wastewater Proposed Actions	Water restrictions in the summer
2016 Water and Wastewater Proposed Actions	Continued separation of storm and sewer pipes
2016 Water and Wastewater Proposed Actions	Continued construction of sewage disposal system
2016 Water and Wastewater Proposed Actions	(No response)
2016 Water and Wastewater Proposed Actions	(No response)

SNAPSHOT QUESTION

Does your local government have water conservation policies, plans or programs?

Yes

Adaptation

CLIMATE CHANGE ADAPTATION ACTIONS

For local governments, adaptation to a changing climate can take the form of changes in policy, management, technology and behaviour that minimize negative impacts or exploit opportunities. It can involve both "hard" and "soft" solutions, including: changes in infrastructure engineering, planning, zoning, bylaws and public education.

COMMUNITY-WIDE

COMMUNITY-WIDE ADAPTATION - 2015 ACTIONS

In the following section, please identify up to five community-wide Adaptation actions taken in 2015 (one action per box). There is a separate box for additional actions that you may want to report.

2015 Community-Wide Adaptation Actions

Variable	Response
2015 Community-Wide Adaptation Actions	Research into Sproat Lake water supply
2015 Community-Wide Adaptation Actions	Watering restrictions
2015 Community-Wide Adaptation Actions	Conservation based billing for water and sewer
2015 Community-Wide Adaptation Actions	(No response)
2015 Community-Wide Adaptation Actions	(No response)

Additional Community-Wide Adaptation Actions Taken in 2015

For those communities that would like to provide additional actions - please list, separated by a forward slash /, any additional community-wide Adaptation actions in the boxes below (optional).

(No response)

COMMUNITY-WIDE ADAPTATION - ACTIONS PROPOSED FOR 2016

In the following section, please identify up to five community-wide Adaptation actions proposed for 2016 (one action per box).

2016 Community-Wide Adaptation Proposed Actions

Variable	Response
2016 Community-Wide Adaptation Proposed Actions	Continued research into Sproat Lake water supply
2016 Community-Wide Adaptation Proposed Actions	Watering restrictions
2016 Community-Wide Adaptation Proposed Actions	(No response)
2016 Community-Wide Adaptation Proposed Actions	(No response)
2016 Community-Wide Adaptation Proposed Actions	(No response)

CORPORATE

CORPORATE ADAPTATION - 2015 ACTIONS

In the following section, please identify up to five corporate Adaptation actions taken in 2015. One action per box. There is a separate box for optional additional 2015 actions your community may want to report.

2015 Corporate Adaptation Actions

Variable	Response
2015 Corporate Adaptation Actions	Watering restrictions
2015 Corporate Adaptation Actions	Promote awareness of water conservation
2015 Corporate Adaptation Actions	(No response)
2015 Corporate Adaptation Actions	(No response)
2015 Corporate Adaptation Actions	(No response)

Additional Corporate Adaptation Actions Taken in 2015

For those communities that would like to provide additional actions - please list, separated by a forward slash /, any additional corporate Adaptation actions in the boxes below (optional).

(No response)

CORPORATE ADAPTATION - ACTIONS PROPOSED FOR 2016

In the following section, please identify up to five corporate Adaptation actions proposed for 2016 (one action per box).

2016 Adaptation Proposed Actions

Variable	Response
2016 Adaptation Proposed Actions	Continued promotion of conservation awareness
2016 Adaptation Proposed Actions	Watering restrictions
2016 Adaptation Proposed Actions	(No response)
2016 Adaptation Proposed Actions	(No response)
2016 Adaptation Proposed Actions	(No response)

SNAPSHOT QUESTIONS

Are you familiar with the Plan2Adapt guidance located on the Climate Action Toolkit Website? <http://www.toolkit.bc.ca/Resource/Plan2Adapt>

Yes

Are you familiar with "Preparing for Climate Change - An Implementation Guide for Local Governments in BC? <http://www.toolkit.bc.ca/Resource/Preparing-Climate-Change-Implementation-Guide-Local-Governments-British-Columbia>

Yes

Have you visited the climate change adaptation guidance page on the BC Climate Action Toolkit? <http://www.toolkit.bc.ca/adaptation-challenges-and-opportunities>

Yes

Other

OTHER CLIMATE ACTIONS

This section provides local governments the opportunity to report other climate actions that are not captured in the categories above.

COMMUNITY-WIDE

COMMUNITY-WIDE OTHER - 2015 ACTIONS

In the following section, please identify up to five community-wide Other actions taken in 2015 (one action per box).

2015 Community-Wide Other Actions

Variable	Response
2015 Community-Wide Other Actions	Continued support of Air Quality Council woodstove exchange program
2015 Community-Wide Other Actions	Forest Stewardship Plan and Harvesting Plan
2015 Community-Wide Other Actions	Environmental Sustainability Progress Report & Plan
2015 Community-Wide Other Actions	(No response)
2015 Community-Wide Other Actions	(No response)

COMMUNITY-WIDE OTHER - ACTIONS PROPOSED FOR 2016

In the following section, please identify up to five community-wide Other actions proposed for 2016 (one action per box).

2016 Community-Wide Other Proposed Actions

Variable	Response
2016 Community-Wide Other Proposed Actions	Solar garden project feasibility & implementation plan
2016 Community-Wide Other Proposed Actions	Continued support of Air Quality Council woodstove exchange program
2016 Community-Wide Other Proposed Actions	Forest Stewardship Plan and Harvesting Plan
2016 Community-Wide Other Proposed Actions	Environmental Sustainability Progress Report & Plan
2016 Community-Wide Other Proposed Actions	(No response)

CORPORATE

CORPORATE OTHER - 2015 ACTIONS

In the following section, please identify up to five corporate Other actions taken in 2015 (one action per box).

2015 Corporate Other Actions

Variable	Response
2015 Corporate Other Actions 	Continued support of Air Quality Council woodstove exchange program
2015 Corporate Other Actions 	(No response)
2015 Corporate Other Actions 	(No response)
2015 Corporate Other Actions 	(No response)
2015 Corporate Other Actions 	(No response)

CORPORATE OTHER - ACTIONS PROPOSED FOR 2016

In the following section, please identify up to five corporate Other actions proposed for 2016 (one action per box).

2016 Other Proposed Actions

Variable	Response
2016 Other Proposed Actions 	Continued support of Air Quality Council woodstove exchange program
2016 Other Proposed Actions 	(No response)
2016 Other Proposed Actions 	(No response)
2016 Other Proposed Actions 	(No response)
2016 Other Proposed Actions 	(No response)

Innovation/Peer Learning

INNOVATION AND PEER LEARNING

Innovation

This section provides the opportunity to showcase an innovative Corporate and/or Community-wide reduction or adaptation activity that your local government has undertaken and that has had a significant impact or has the potential to have a significant impact. You are welcome to repeat an action that has already been listed. Projects included here may be featured as success stories on the B.C. Climate Action Toolkit and/or shared with other local governments to inspire further climate action. Please add links to additional information where possible.

Community-Wide Innovation

Continued research and development into scope, feasibility and partnership of District Energy System that will provide clean energy to heat city facilities and various institutions that are presently using natural gas. Grant funding secured for part of project.

Corporate Innovation

Continued research and development into scope, feasibility and partnership of District Energy System that will provide clean energy to heat city facilities and various institutions that are presently using natural gas. Grant funding secured for part of project.

Programs, Partnerships and Funding Opportunities

Local governments often rely on programs, partnerships and funding opportunities to achieve their climate action goals. Please share the names of programs and organizations that have supported your local government's climate actions by listing each entry in the appropriate box below separated by a forward slash / (e.g. program1/program2/...).

Programs, Partnerships and Funding

Community Works Gas Tax/Carbon Tax/General Strategic Priorities Fund/Trees Canada/BC Hydro/Green Municipal Fund

Emissions

2015 Carbon Neutral Progress Reporting

Local governments are required to report on their progress in achieving their carbon neutral goal under the Climate Action Charter. Working with B.C. local governments, the joint Provincial-UBCM

Green Communities Committee has established a common approach to determining carbon neutrality for the purposes of the Climate Action Charter, including a Carbon Neutral Framework and supporting guidance for local governments on how to become carbon neutral. Prior to completing this survey, please ensure that you are familiar with guidance available on the B.C. Climate Action Toolkit website, especially *Becoming Carbon Neutral: A Guide for Local Governments in British Columbia*.

Did you measure your local government's corporate GHG emissions in 2015?

Yes

If your local government measured 2015 corporate GHG emissions, please report the number of corporate GHG emissions from services delivered directly by your local government:

(in tonnes of carbon dioxide equivalent)

2084

If your local government measured 2015 corporate GHG emissions, please report the number of corporate GHG emissions from contracted services:

(in tonnes of carbon dioxide equivalent)

76

Total Corporate GHG Emissions for 2015: 2160.0 tCO₂e

Reductions and Offsets

Reporting Reductions and Offsets

To be carbon neutral, a local government must balance their TOTAL corporate GHG emissions by one or a combination of the following actions: undertake Option 1 Projects (Green Communities Committee (GCC)-supported) undertake Option 2 Projects (alternative) community GHG emissions reduction projects that meet project eligibility requirements purchase carbon offsets from a credible offset provider

Reductions

If applicable, please report the 2014 GHG emissions reductions being claimed from Option 1 GHG Reduction Projects:

Energy Efficient Retrofits

(in tonnes of carbon dioxide equivalent (tCO₂e))

(No response)

Solar Thermal

(in tonnes of carbon dioxide equivalent (tCO₂e))

(No response)

Household Organic Waste Composting

(in tonnes of carbon dioxide equivalent (tCO₂e))

(No response)

Low Emission Vehicles

(in tonnes of carbon dioxide equivalent (tCO₂e))

(No response)

Avoided Forest Conversion

(in tonnes of carbon dioxide equivalent (tCO₂e))

(No response)

2015 OPTION 1 REDUCTIONS = 0.0 tCO₂e

If applicable, please report the names and 2015 GHG emissions reductions being claimed from Option 2 GHG Reduction Projects:

Option 2 Project Name	GHGs Reduced (tCO ₂ e)
(No response)	(No response)

(No response)	(No response)
(No response)	(No response)

2015 OPTION 2 REDUCTIONS = 0.0 tCO₂e

Offsets

If applicable, please report the number of offsets purchased from an offset provider for the 2015 reporting year. **Note: Please do not include funds set aside in a climate action reserve fund.**

(in tonnes of carbon dioxide equivalent (tCO₂e))

0

If your local government purchased offsets , please identify the name of the offset provider:

(No response)

2015 OFFSETS = 0 tCO₂e

2015 REDUCTIONS AND OFFSETS = 0.0 tCO₂e

Corporate GHG Emissions Balance for 2015

Your local government's Corporate GHG Emissions Balance is the difference between total corporate GHG emissions (direct + contracted emissions) and the GHG emissions reduced through GCC Option 1 and Option 2 projects and/or the purchase of offsets.

2015 CORPORATE GHG EMISSIONS BALANCE: 2160.0 tCO₂e

If your Corporate GHG Emissions Balance is negative or zero, your local government is carbon neutral. CONGRATULATIONS!

Recognition

Green Communities Committee (GCC) Climate Action Recognition Program

The joint Provincial-UBCM Green Communities Committee (GCC) is pleased to be continuing the Climate Action Recognition Program again this year. This multi-level program provides the GCC with an opportunity to review and publicly recognize the progress and achievements of each Climate Action Charter (Charter) signatory. Recognition is provided on an annual basis to local governments who demonstrate progress on their Charter commitments, according to the following:

- Level 1 - Progress on Charter Commitments: for local governments who demonstrate progress on fulfilling one or more of their Charter commitments
- Level 2 - Measurement: for local governments who have measured their Corporate GHG Emissions for the reporting year and demonstrate that they are familiar with the Community Energy and Emissions Inventory (CEEI)
- Level 3 - Achievement of Carbon Neutrality: for local governments who achieve carbon neutrality in the reporting year.

Based on your local government's 2015 Climate Action/Carbon Neutral Progress Survey, please check the GCC Climate Action Recognition Program level that best applies:

Level 2 - Measurement

Email Address

An email confirming that the survey was successfully submitted will be sent to the address provided in the box below.

cathy_rothwell@portalberni.ca

Other Opportunities for Awards and Recognition

In addition to the GCC's Climate Action Recognition Program, your local government may be eligible for other award and recognition programs that recognize a range of aspects related to climate action. Here is a list of some award programs, submission timelines and web links.

Action (CEA) Awards – The CEA awards are offered annually to a municipality or regional district implementing a project or program best integrating energy / climate planning into community planning and development, corporate operations and collaboration with public service organizations. Submission: May.<http://communityenergy.bc.ca/apply-now-for-2014-climate-energy-action-awards/UBCM> Community Excellence Awards – The UBCM Community Excellence Awards program is an opportunity to showcase municipalities and regional districts who "lead the pack", take risks to innovate, establish new partnerships, question established ways of doing business and pioneer new customer service practices. One of the five categories recognized in 2015, "Leadership & Innovation, Green Initiatives", related to climate action. Submission: July.<http://www.ubcm.ca/EN/main/convention/Awards/15021/community-excellence-awards-application.html>

LG Info

LOCAL GOVERNMENT INFORMATION

Variable	Response
LOCAL GOVERNMENT INFORMATION Name of Local Government	Port Alberni, City of
LOCAL GOVERNMENT INFORMATION Name of member Regional District (RD)	Alberni-Clayoquot
LOCAL GOVERNMENT INFORMATION Regional Growth Strategy (RGS) in your region	No
LOCAL GOVERNMENT INFORMATION Population	10,000-49,999

Submitted by:

Variable	Response
Submitted by: Name	Cathy Rothwell
Submitted by: Position	Director of Finance
Submitted by: Telephone # (123-456-7890)	250-720-2821
Submitted by: Email Address	cathy_rothwell@portalberni.ca

This year we comined two online surveys with one in addition to other changes to streamline and improve the reporting process. We would like to know what you think.

Please check the answer that best describes your thoughts on how the new survey process compares to last year's process.

Somewhat improved

Before submitting your survey, please ensure that it is your local government's complete and final 2015 Climate Actions Survey. Please submit this survey only once.

Is this your local government's complete and final 2015 Climate Actions Survey?

Yes

Once you have submitted your survey, be sure to download your survey report from the 'Thank You' page and use it as your public report.



PLANNING DEPARTMENT

TO: Tim Pley, Acting City Manager
FROM: Scott Smith, City Planner
DATE: June 6, 2016

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

Tim Pley, Acting City Manager/
Fire Chief

SUBJECT: Senior Housing Stakeholders Initiative

Issue

To consider allocating \$10,000.00 budgeted for a Seniors Housing Initiative, to the Alberni Valley Community Stakeholders Initiative.

Background

City Council dedicated \$10,000.00 for a Seniors Housing Stakeholders Initiative in the 2016-2020 Five Year Financial Plan.

Discussion

Darren Saare, Chair of the City of Port Alberni Seniors Advisory Committee in consultation with Councilor's Sauvé and Alemany, has been in discussion with the Alberni Valley Community Stakeholders Initiative (AVCSI).

The AVCSI has received \$20,000.00 from the Alberni Clayoquot Regional District to hire a part time Committee Coordinator to assist in implementation of the new "Still at Home in the Alberni Valley – Port Alberni's Strategic Plan to House our Community and End Homelessness". The AVCSI has been active for several years and with the hiring of a part time coordinator are in a good position to start some implementation work. If the City of Port Alberni were to contribute the \$10,000.00 to AVCSI, the Committee Coordinator would also take on the job of forming and running a Senior Housing Stakeholder group. This is an opportunity for the City of Port Alberni to partner with AVCSI and leverage the Committee Coordinator to help move on possible senior housing opportunities.

Recommendation

It is recommended that AVSCI form a Senior Housing Stakeholder group in consultation with the Chair of the Seniors Advisory Committee and they be required to report back to City Council on progress by January 2017.

That the report from the City Planner dated June 1, 2016 be received and Council for the City of Port Alberni contribute \$10,000.00 to the Alberni Valley Community Stakeholders Initiative for a part time Committee Coordinator to complete the following:

- *Form and operate a Senior Housing Stakeholder group.*
- *Provide a report to City Council on the progress the Senior Housing Stakeholder group by January 2017.*

Respectfully submitted,



Scott Smith, MCIP
City Planner

Community Services – Parks, Recreation and Heritage Report to Council

TO: Tim Pley, Acting City Manager

FROM: Theresa Kingston, Director of Community Services

COPIES TO: Cathy Rothwell, Director of Finance,
Davina Hartwell, City Clerk

DATE: June 6, 2016

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



**Tim Pley, Acting City Manager/
Fire Chief**

SUBJECT: Community Investment Program 2016 – Late Request

Background

The 2016 Community Investment Program Committee recommendations were presented to Council November 23, 2015. At the December 9, 2015 meeting, Council approved the Committee's recommendations resulting in the following allocation of funds.

In Kind Requests:	Facility rentals	9,068	\$26,998
	Utilities	10,100	
	Bus Tickets	1,650	
	Recreation Programs	470	
	Other: Tent Rentals, etc.	4,410	
	Staff Time	1,300	
Community Development Grants:	Cash		\$11,450
Total 2016 Allocation			\$38,448

The following late applications have been approved:

Organization	Request	Date Approved	
ADSS Life Skills Program	Bus Passes	January 11, 2016	425
Port Alberni Youth Centre	Utility fees	March 17, 2016	610
RCMP Drug Awareness Services	Facility passes	March 17, 2016	750
Community Arts Council	Tent rental	March 17, 2016	denied
BC Fire Training Officers Conference	Cash grant – transportation costs	April 6, 2016	500
PA Refugee Sponsorship Committee	Bus Passes	May 23, 2016	96
		TOTAL:	\$2,381

To date Council has allocated \$40,829. The total amount budgeted for distribution in 2016 was \$44,432 which leaves \$3,603 unallocated for the remainder of 2016. In 2015, Council allocated \$8,295 in late grant requests.

The City has received a late request from the Portal Players Dramatic Society. Their request is for \$50.00 in kind grant to cover permit fee for the closure of a city sidewalk.

Discussion

The Rotary Arts District Community Corps. is spearheading a historical mural project on Argyle Street. The project entitled, *RAD Historical Moments: The Mural Project*, will result in 5-6 historic murals painted on buildings over the next 2 years. The first mural is being done in partnership with Portal Players Dramatic Society. The mural will be painted on the 4th Avenue side of the building featuring the photography of the opening day of the Capitol Theatre. The artist, Shayne Lloyd, is working with Portal Players and will need to close the sidewalk on 4th Avenue to complete the mural. The sidewalk will only be closed during painting hours.

The City provides permits for sidewalk closures at a cost of \$50.00 for the permit. Portal Players is requesting that the permit fee be covered by a Community Investment Program grant.

Recommendation

The following resolution is proposed:

That the report from the Director of Community Services dated June 6, 2016, be received and Council for the City of Port Alberni approve the request from the Portal Players Dramatic Society for an in-kind grant of \$50.00 for the permit fee to close the sidewalk on the 4th Avenue side of the Capitol Theatre during the mural painting hours.

Respectfully submitted



Theresa Kingston
Director of Community Services

Community Services – Parks, Recreation and Heritage Report to Council

TO: Tim Pley, Acting City Manager

FROM: Theresa Kingston, Director of Community Services

COPIES TO: Cathy Rothwell, Director of Finance, Davina Hartwell, City Clerk

DATE: June 6, 2016



SUBJECT: Grant Application Canada 150 Community Infrastructure Program

Background

The revised Canada 150 Community Infrastructure Program, administered through Western Economic Diversification, was recently announced. Applications are being accepted between May 24 and June 22, 2016.

Eligible projects include community infrastructure that supports:

- Recreational facilities
- Parks and recreational trails
- Community centres
- Cultural centres including museums

Eligible projects must meet the following criteria:

- Amount of funding cannot exceed 50% of the total costs of the project up to a maximum of \$500,000
- Be for the rehabilitation, renovation or expansion of existing infrastructure for public use or benefit
- Be community-oriented, non-commercial in nature and open for use to the public

The City has already made a separate application to Canada 150 General Fund for the Millstone Park.

Discussion

Recreation Park is a jewel in the center of the community. It has facilities that attract all ages and abilities to use the park. It has a rich history and sporting legacy that is important to this community. There are many people in the community that support this park returning to its former glory where many outdoor concerts, recreation activities and sporting events were held.

The City has recognized the importance of this venue and over the past few years the tennis courts have been resurfaced, a new playground installed and the first of many pickle ball courts has been built.

In 2015 Council supported the Alberni Valley Lacrosse Association in applying for a grant to upgrade the lacrosse box and committed \$13,500 in matching funds if the group had been successful. The Association continues to apply for grants to upgrade this much-needed facility.

The Gyro Club has continued to support projects focused on upgrading the Gyro Youth Centre. In 2015 they provided funds to upgrade the upstairs kitchen.

Following support from the Acting City Manager/CAO, the Parks, Recreation and Heritage Department has been working on an application for the Recreation Park area which would include rehabilitation and renovation of the following spaces:

- Rehabilitation of the outdoor lacrosse box – at the current time there are safety issues with the facility including cracks in the asphalt and deterioration of the boards (see attached photos). The rehab would include new asphalt and boards. The space would become multipurpose supporting pickle ball, lacrosse, road hockey, basketball, etc.
- Renovation of the basement of Gyro Youth Centre – a total renovation of the basement of Gyro would include installation of more washrooms and storage space for the user groups. In addition a meeting space would be created and an activity room to support the numerous activities that occur in Recreation Park.
- Rehabilitation of the basketball court located between Gyro and the lacrosse box. The cement pad would be rehabilitated and basketball hoops reinstalled.
- Installation of a pump track alongside existing pathway infrastructure. A centrally located pump track would be accessible to local riders of all skill levels and ages, encouraging them to develop safe bike handling skills in a managed environment and building their confidence to further explore the local trail systems. There is a growing demand for areas for children to use their bikes and a local group is starting to fund raise. For further information check out these videos
https://www.youtube.com/watch?v=63u_ir3i3UA (tiny kids)
<http://www.pinkbike.com/video/311504/> (8 year old)
- If the scope of the project allows, inclusion of the Recreation Stadium would be advisable. Improvements to the concession and washroom area and upgrading of the stands would be an asset. There has been some discussion that this venue could include a band stand thereby meeting the needs for an outdoor performance venue.

There is strong support for this application from community groups:

- The Lacrosse Association and Pickle Ball Society are in strong support of the rehabilitation of the lacrosse box
- The Gyro Club is committing to replace the windows at Gyro.
- An opportunity to work with many existing groups and stakeholders would bring substantial financial contributions and in-kind support to the project. Please note:

In kind contributions are not to be included in the 50% funding by the City and other stakeholders

Upgrades to Recreation Park would be an amazing legacy to the community and a fitting tribute to celebrating Canada's 150th Anniversary and the City of Port Alberni's 50th Anniversary of amalgamation. The history of the Park and the opportunities for a diversity of activities to be accommodated in one location creates a central hub for community members. As indicated in the grant application, participation in sport and recreational activities contributes to the wellbeing of Canadians and communities.

The project needs to be completed by March 31, 2018. While there is no matching dollars budgeted in the 2016 budget, the timeline allows our contribution to be budgeted in 2017 and 2018.

Recommendation

That the report from the Director of Community Services dated June 6, 2016 be received, and Council for the City of Port Alberni approve the submission of the Canada 150 Infrastructure Grant for Recreation Park upgrades (lacrosse box, Gyro Youth Centre, basketball court, pump track and Stadium) and budget the City's contribution in the 2017 and 2018 budgets.

Respectfully submitted

A handwritten signature in cursive script that reads "Theresa Kingston".

Theresa Kingston
Director of Community Services

STAFF REPORT

TO: City Council FILE

FROM: Major Capital Projects Advisor – Ken Watson

COPIES TO: City Clerk – Davina Hartwell
Acting City Manager – Tim Pley
City Engineer – Guy Cicon
Director of Finance – Cathy Rothwell

DATE: June 13, 2016

SUBJECT: Background Report Regarding Sewage Treatment Upgrade Initiative

Issue:

As requested by Council, this is an information report providing background on the City's sewage treatment facility with a focus on the Liquid Waste Management Plan, the Federal grant supporting sewage treatment upgrades, and the current status and cost estimates for completion of the treatment facility redevelopment.

Sewer Lagoon History:

The City's sewage treatment lagoon in the Somass estuary has generally provided effective, reliable and extremely cost effective treatment over the past 50 years.

The lagoon, its access road as well as the Wallace pumpstation and connecting forcemain was installed in 1958 by Rayner & Bracht Construction for a bid price of \$125,000 to specifications designed by Associated Engineering. Initially it was a facultative facility (no aeration) and it served what is now central Port Alberni.

The lagoon received its Operating Permit(PE- 297) from Provincial MOE in 1969 authorizing up to 34,100 m³/day discharge at maximum of 70mg/l each of TSS and BOD₅. These discharge parameters are still in use today.

In 1970 aeration was added to the lagoon changing it to an extended aeration facility. This was undertaken to treat the additional flows being brought to the lagoon by construction of addition pumpstations and forcemains. Margaret pumpstation serving Alberni (1963); Argyle pumpstation serving southport (1971); Josephine pumpsation serving Westport (1977).

This configuration served the City well until 1995 when NovaTec Consulting was retained to provide recommendations to upgrade the treatment facility to accommodate new flows from the Port Fish Surimi plant, as well as anticipated flows from the landfill leachate and new provincial municipal sewage discharge criteria. NovaTec recommended biosolids removal, addition of curtain walls and source control at the fish plant.

Biosolids were removed in 1997 and curtain walls install in 1998. A series of upgrades to on-site treatment were also undertaken by Port Fish. Notwithstanding these improvements the seasonal surimi discharge caused significant compliance outages at the treatment lagoon and created periodic smell problems which were very upsetting to impacted neighborhoods. These issues recurred intermittently during the period the fish plant was operational.

In 2005 the City undertook the Northport Sewer Overflow Abatement project and in 2008 the Argyle Pumpstation was replaced. Both these projects reduced combined sewer overflows but also significantly increased flows to the lagoon. These projects as well as increased inflow and infiltration in our ageing collection system have contributed to frequent non-compliance with our treatment permit regarding sewage volume discharged.

Those issues noted above and frequent notifications from the Ministry of Environment regarding non-compliance made it a priority for the City to start planning for replacement of our aging treatment facility via adoption of a Liquid Waste Management Plan.

Liquid Waste Management Plan (LWMP) Background:

The LWMP process is set out by the Province for municipalities to achieve a comprehensive, long term strategy for dealing with all aspects of liquid waste ensuring protection of public health and the environment and achieving compliance with both Provincial and Federal municipal sewage discharge criteria.

Public and stakeholder consultation must be included to ensure that multiple interests have been considered and that the LWMP is supported by the community. Stakeholders required to be involved and a recommended committee structure is set out by the Province.

The LWMP is required to be developed in three stages, with Provincial approval as each stage is completed. Stages are:

- Stage 1 - Existing conditions are examined, development projections estimated , and list of options developed
- Stage 2 – Detailed evaluation of options and selection of preferred option(s), and planning recommendations.
- Stage 3 - Plan summary with projected funding and implementation schedule.

More detailed information on the LWMP process can be found at the following Provincial Government web link:

<http://www2.gov.bc.ca/gov/content/environment/waste-management/sewage/liquid-waste-management-plans>

Port Alberni's LWMP:

Stage 1 - The City began its LWMP process in 1999 and retained Associated Engineering to undertake the technical evaluation needed and to coordinate the public and stakeholder input required. The Stage 1 document was completed and received Provincial MOE approval in 2001. This document is available for review on the City website in the documents library.

In summary, the Stage 1 document provided a comprehensive review including assembling background data, identifying wastewater management issues, estimating future populations and waste generation rates, documentation of our existing wastewater treatment and effluent disposal practices, identification and discussion of non-domestic wastewater discharges (fish plant and landfill leachate), discussion of source control issues, discussion of effluent and biosolids reuse options, discussion of wet weather flow management options, development and description of wastewater management options, discussion of future storm water management options and documentation of the Stage 1 public involvement process.

With regard to future wastewater treatment, three options were identified in Stage 1 as follows:

- Option 1 – Treatment facility remains where it is with upgrades to treatment and/or disposal, potentially including shared use of the Pacifica Papers (now Catalyst) lagoon, as required.
- Option 2 – Abandon the existing treatment facility and a new mechanical treatment plant be developed either on the southern foreshore (Plywoods site) or in an area adjacent to the Alberni Valley landfill.
- Option 3 – Existing treatment lagoons kept but they would only service the northern half of Port Alberni. The southern half of Port Alberni would be serviced by a new mechanical treatment plant located on the southern foreshore/dock area (Plywoods site).

Stage 2 - The stage 2 process was undertaken by Associated Engineering beginning in 2001. The Stage 2 document included a comprehensive analysis of the options (and sub options) which were identified in the Stage 1 document. Input and direction was obtained from the City OCP as well as from the Technical and Public Advisory Committees of the LWMP. Rough cost estimates to facilitate comparison of options and sub-options were developed in the Stage 2 process. A "Draft Final Report LWMP Stage 2" was received from Associated Engineering in March 2003. This document is available for review on the City website in the documents library.

With regard to the three future wastewater treatment options identified in Stage 1, a summary of the analysis and cost comparisons provided in Stage 2 is as follows:

- Option 1 - Two sub-options were considered with option 1A being the most cost effective. Option 1A included upgrade of the existing lagoon for primary treatment with addition on site of a mechanical plant to provide screening and secondary treatment. An outfall was also included as well as primary treatment at each CSO. Total capital Cost was estimated at \$35.1 Million with annual O&M of \$0.63 for an estimated present value cost of \$43.5 Million.
- Option 2 – Replace the existing lagoon with a mechanical treatment plant located at either the Weyerhaeuser Shops (Sproat Division Shops) as option 2A or at the old plywood plant site as option 2B. Both options included primary treatment at CSO sites. Option 2B was most cost effective of the two with a capital cost estimated at \$42.5 Million with annual O&M of \$1.2 Million for an estimated present value cost of \$59.8 Million.
- Option 3 – A hybrid of Option 1A and 2B had two sub options of which option 3B was cheapest. This included retention of the existing lagoon with addition of screens, UV disinfection and an outfall to serve northport, plus construction of a new mechanical treatment plant at the old plywoods site to serve Southport. Capital cost was estimated at \$31.4 with annual O&M of \$0.76 for an estimated present value cost of \$41.7 Million.

Option 3B was therefore estimated to be the most cost effective and recommended by Associated Engineering as the preferred option. Option 1A was a close second (only 4% more) and had the advantage of not requiring the valuable and politically sensitive plywoods site to be used for a treatment plant.

Unfortunately , the Stage 2 draft plan completed in 2003 did not consider the use of the paper mill lagoons as an option even though this was contemplated as a possibility in Stage 1. This option was not contemplated in Stage 2 because discussions with Pacifica Papers indicated that they were not interested in any way in selling, renting, or sharing their lagoon even though it was a backup facility to their main treatment plant constructed on the mill site in 1992.

City staff, LWMP Advisory committee members and Associated Engineering all agreed that the utilization of the paper mill lagoon had the potential to be part of a much more cost effective option if it was to become available. Since Pacific Papers had sold the Port Alberni Paper Mill to Norske Skog Canada during the development of the Stage 2 report it was decided to put the Stage 2 recommendations on hold until negotiations with the new mill owner could be undertaken regarding use of their lagoon.

Catalyst Lagoon Acquisition:

Discussions with Norske (which became Catalyst Paper in 2005) were somewhat more encouraging but were protracted with senior staff changes on Catalyst's side requiring several new approaches. Discussions halted for a period of about 3 years while Catalyst and the City were in court regarding property tax issues.

An agreement in principle (AIP) was reached with Catalyst regarding the acquisition of the lagoon and other issues in 2010. This AIP did not specify the purchase price of the lagoon which was left for future negotiation.

The purchase price negotiation began in late 2010 with the two parties far apart on the expected price. To help move forward the parties jointly commissioned an appraisal of the lagoon facility by Cunningham & Rivard Appraisals Ltd. This report was received in May, 2011 with an appraised value of the facility determined to be \$13 Million. This evaluation was much more than the City had considered paying and reinforced Catalyst's position of a high value for the facility. The appraisal relied on report from Sandwell Engineering in determining the depreciated value of components of the facility. The City disagreed with some of the Sandwell's assumptions particularly regarding the value of earthworks on the site and hired EBA Engineering to review the report on our behalf.

The negotiation continued throughout 2011 with the inclusion of acquisition of industrial road lands to create a package agreement that was beneficial to both parties.

The negotiation concluded in early 2012 with the Mayor of Port Alberni and CEO of Catalyst agreeing on a package price for acquisition of the lagoon facility as well as acquisition of waterfront industrial road alignment and dedication of additional road to create a City owned waterfront road between Argyle Street and Redford Street. The total package price was \$5.75 Million with \$5 Million paid on the closing date (Sept 30, 2012) and \$0.75 Million paid one year later. In addition the agreement specified that the City not increase Catalyst's property taxes above the 2012 level for a period of 5 years (2013- 2017).

A breakdown of value of items in the package agreement is as follows:

• Lagoon and Infrastructure -	\$3,896,700
• Prepaid Sludge Disposal Agreement -	\$1,270,000
• Value of PAPA lease transfer -	\$ 155,000
• Land Lot A (Harbour Rd, Roundhouse, tracks)-	\$ 345,300
• Road Dedication (to Redford across mill lot)	<u>\$ 83,000</u>
Total Purchase Price	\$5,750,000

Catalyst also agreed under a separate but related agreement that they would accept all sludge that the City would remove from the lagoon facility up to September 30, 2016. This agreement was valued at \$1,270,000 in the transaction valuation. In February 2016 Council approved a contract with Terrapure Environmental to remove sludge from the old Catalyst lagoon at a cost of \$1.9 Million and truck it to Catalyst's Block 105 landfill. This work began in late April and is scheduled to be complete in late June.

Federal Grant Funding

After the agreement in principal was reached with Catalyst paper (but before final agreement on the lagoon purchase price) the City made a grant application under the Federal Gas Tax Agreement's General Strategic Priorities Fund (GSPF). April 29, 2011 was the deadline for applications for that round of funding. The application contained information at a conceptual level of design for implementation of upgrades required to convert the Catalyst industrial lagoon to treat Port Alberni's municipal wastewater. Capital cost estimates included for this project were completed by Associated Engineering.

Total Cost for the project described in the application was \$14.2 Million with \$11.2 Million of that amount considered eligible for funding under the GSPF Program. The project cost was broken down as follows:

o Pumpstation and Forcemain between Lagoons -	\$2,520,000
o Aeration System Equipment Supply & Install -	\$2,550,000
o Building for Equipment and Control Panels -	\$1,000,000
o Effluent Outfall -	\$ 270,000
o Overhead Power Transformers & Distribution	\$ 406,000
o Initial Lagoon Dredging	\$1,050,000
o Environmental Impact Assessment & Permitting	\$ 150,000
o Catalyst Lagoon Acquisition (Civil, Buildings,Electrical)	<u>\$1,400,000</u>
▪ Sub Total	\$9,876,000
o Contingency	\$2,469,000
o Engineering	\$1,851,750
Estimated Total	\$14,200,000

In January 2012 it was announced that Port Alberni's application had been successful and the total eligible amount of \$11.2 Million would be provided for this project. This was the largest capital grant that has ever been received by the City of Port Alberni. Under the terms of the grant agreement the project must be completed by September 30, 2018 and all funds expended by December 31, 2018.

The Gas Tax Fund is a tripartite agreement between Canada, British Columbia and UBCM that delivers infrastructure funding to local governments primarily for capital projects that lead to cleaner air, cleaner water or reduced greenhouse gas emissions. UBCM administers the Gas Tax Fund in B.C. in collaboration with Canada and British Columbia.

LWMP Stage 2 – Continued:

After the acquisition of the Catalyst Lagoon and the award of the GSPF Grant funding, the City re-engaged the LWMP Stage 2 process to complete the Liquid Waste Management plan with wastewater treatment undertaken incorporating the Catalyst Lagoon.

Due to committee membership overlap, the Technical and Public advisory committees were merged into one; the Wastewater Advisory Committee (WAC). This committee includes representatives from a spectrum of community organizations and stakeholders including; City, Regional District, Tseshah First Nation, Hupacasath First Nation, Environment Canada, DFO, West Coast Aquatic, Somass Estuary Management Plan Committee, Alberni Valley Enhancement Association (AVEA), Catalyst Paper, Western Forest Products, Port Alberni Port Authority, Ministry of Environment, Ministry of Health, Ducks Unlimited, Chamber of Commerce, Worley Parsons, McGill & Associates Engineering and Associated Engineering.

Coordinated by City staff, and assisted by Associated Engineering's technical input, this committee has been working productively on the details of the LWMP, having met seven times as a group since re-engaging in 2013. Significant investigative work has also been undertaken to assist the Committee in its deliberations including an Environmental Impact Study and an Archeological Impact Study both of which are currently underway.

Additional information regarding the LWMP including minutes from WAC meetings is available on the City website at link: <http://www.portalberni.ca/liquid-waste-management-plan>

Environmental Impact Study (EIS)

The EIS began in mid 2013 undertaken by Associated Engineering with assistance from Great Pacific Engineering & Environmental and ongoing monitoring by the WAC. The study investigated water quality and flow patterns, dilution processes and biodiversity in the Somass Estuary. Initially it was assumed that the discharge point being modeled would need to be at a minimum 10m depth (at low tide) in order to meet the most recent Ministry of Environment Municipal Wastewater Regulations (MWR) for discharge in an estuary.

Fisheries experts on the WAC reviewed the initial dilution modeling and determined that the 10m deep discharge mandated by the MWR would be below the halocline and have potentially negative impacts on salmon and that a shallower discharge above the halocline would be preferable. Based on this, additional scenarios were developed with shallower discharge points and additional fieldwork undertaken to model these scenarios.

In January 2015, the Ministry of Environment, based on input from our WAC and our ongoing EIS process, stated that a *substitution* would be considered for a shallower discharge depth provided the final EIS identified a scenario wherein human health & environmental effects could be

satisfactorily mitigated. During the remainder of 2015 additional engineering work was undertaken to locate a suitable outfall site that would meet both the MWR and fisheries protection criteria.

The recommended outfall discharge depth and location issue still requires finalization by the committee and then approval from senior government. The depth and therefore length of the outfall pipe have a significant impact on the estimate total capital cost of LWMP implementation .

Treatment Facility Upgrade Components:

Design of the upgrades to be implemented at the Lagoons site is well underway and can be broken down into a number of components as follows:

- Piping from existing treatment lagoon to new lagoon
- Influent Screening and solids removal
- Diffused fine bubble sub-surface aeration
- Effluent disinfection using Ultraviolet treatment (non-chemical)
- Pumping to Outfall
- Outfall across beach and seabed to approved discharge point

In addition, work of the LWMP Stage 2 WAC has determined that with incorporation of the former Catalyst Lagoon as the City's new treatment facility, the existing lagoon should be decommissioned and returned insofar as practical to its natural state.

The City made an application to the Federal Environment Canada National Wetland Conservation Fund in 2014 for the decommissioning and restoration of the existing sewage lagoon. This application was accepted in May 2015 and grant funding for \$164,030 awarded.

Project Funding and Estimated Cost to Completion:

The table below shows Project expenditures and funding to date as well as estimated costs through to project completion. A more detailed breakdown of future cost components is attached to the report for information.

Project Component	Year	Expenditure	Revenue	Source of Funds
Catalyst Lagoon Purchase	2012	\$5,321,700	\$5,321,700	Long Term Borrowing
Federal GSPF Grant	2012		\$11,200,000	Grant
Engineering, Environmental Impact Study, Archaeological and CSO monitoring(to date)	2013-2016	\$1,005,425		GSPF Grant
National Wetland Grant	2015		\$164,030	Wetland Grant
Lagoon Sludge Removal	2016	\$1,970,000		GSPF Grant
Lagoon Upgrade Capital Est.	2017	\$19,138,844		Partly GSPF
Decommission Old Lagoon	2018	\$355,530		Partly Wetland Grant
Additional Funding Required	2018		\$11,105,770	?
TOTAL ESTIMATED COST		\$27,791,500	\$27,791,500	

Based on the above, the total project cost is estimated to be \$27.8 million. Additional funds required to complete the project, beyond those already in hand, is estimated to be \$11.1 million

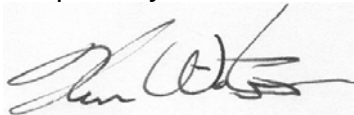
Conclusion:

Hopefully this report provides the background information Council requested regarding the Liquid Waste Management Plan, our sewage treatment facility, and its planned upgrading components and costs.

The following resolution is proposed:

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.

Respectfully submitted

A handwritten signature in black ink, appearing to read "John White", is written over a light gray rectangular background.

Major Capital Projects Advisor

* * * *

Chronology of Sewage Treatment Lagoon Changes

- 1958 – Lagoon, access road and Wallace pumpstation and forcemain designed by Associated Engineering and installed by Rayner and Bracht Construction at a bid price of \$125,000.
- 1963 - Margaret St Pumpstation constructed connecting Alberni via a forcemain to Wallace pumpstation.
- 1964 - Lagoon heavily damaged by Tsunami repaired with Federal Disaster assistance.
- 1969 – Lagoon Operating Permit issued from Provincial MOE. PE-297 authorizing up to 34,100 m³/day discharge at maximum of 70mg/l each of TSS and BOD₅.
- 1970 – Control Building and Aeration equipment first installed at lagoon.
- 1971 - Argyle pumpstation and forcemain under Somass River constructed connecting Southport.
- 1977 - Josephine pumpstation & forcemain under Somass River constructed connecting floodplain.
- 1995 – Lagoon upgrade study done by NovaTec to accommodate proposed new provincial wastewater regulations, addition of Fish Plant (surimi) and regional landfill effluent.
- 1995 - Port Fish Surimi plant wastewater added to Lagoon. Negative impact on effluent quality and smell issues arising periodically due to this input persisted during the entire time of its operation despite technical upgrades at the plant and at the lagoon.
- 1997 - Lagoon biosolids removed as recommended by NovaTec. 2600 dry tones removed by Trimax at cost of \$661,000. Biosolids disposed of at ACRD landfill at no cost.
- 1998 – Curtain walls installed at lagoon as recommended by NovaTec to increase retention time and improve treatment. Provincial grant of \$113,000 received towards this upgrade.
- 1999 - Effluent from ACRD landfill directed to lagoon.
- 2000 – Additional aeration units installed at lagoon to accommodate surimi impacts.
- 2004 - Lagoon biosolids removed 1000 dry tones removed by Global Dewatering at cost of \$255,000. Biosolids disposed of at ACRD landfill at no cost .
- 2005 – Northport Sewer Overflow Abatement project completed directing sewage from upper Northport to Lagoon by gravity with new forcemain under Somass River. This decreased CSO's and increased flow to the treatment facility.
- 2006 – Aeration equipment upgraded by replacement of old units.
- 2008 – Argyle Pumpstation replaced with increased capacity. This decreased CSO's and increased flow to the treatment facility.

Estimated Capital Costs
Project Port Alberni Wastewater Upgrades
Revision 6-Jun-16

DIRECT COSTS
Construction Cost Estimate (2017 Construction)

Inlet Piping	\$584,832
Screening Facility	\$924,696
Piping to lagoon	\$900,002
Aerated Industrial Lagoon	\$3,434,742
Blowers and UV disinfection facility	\$1,845,427
Pumping System	\$1,437,329
Instrumentation & Control	\$160,225
Electrical	\$1,427,108
Outfall System	\$2,858,564
Contingency	\$3,070,798
Subtotal	\$16,643,722

INDIRECT COSTS

Environmental Impact Study Completion	\$65,000
Permitting including approval of LWMP	\$100,000
Engineering	\$1,664,372
Administration	\$332,874
Miscellaneous	\$332,876
Subtotal	\$2,495,122

TOTAL ESTIMATED CAPITAL COST \$19,138,844



CITY OF PORT ALBERNI

PLANNING DEPARTMENT

TO: Tim Pley, Acting City Manager

FROM: Scott Smith, City Planner

DATE: June 8, 2016

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

Tim Pley, Acting City Manager/
Fire Chief

SUBJECT: DEVELOPMENT APPLICATION

Development Permit

3820 - 10th Avenue – Block 171, District Lot 1, Alberni District, Plan
VIP1603, Parcel C (being a consolidation of Lots 7 to 10, see CA4623610)

Applicant: Alberni District Co-operative Association

ISSUE

At issue is the consideration of an application for Development Permit No. 16-01 to facilitate the construction of a Co-op gas station at 3820 10th Avenue

BACKGROUND

The Alberni District Co-operative Association (Co-op Gas) is proposing a 4 pump, 8 lane gas station and convenience store at 3820 10th Avenue. The property is zoned C4 – Highway Commercial and is within Development Permit Area No. 2 (General Commercial). The development permit guidelines cover the form and character of the project with the intent being to ensure a high quality and appropriate development. The applicant has submitted plans in support of a development permit.

DISCUSSION

Site Plan

The new development has a 4 pump, 8 lane gas bar, under a canopy located along the 10th Avenue frontage. There is a 202 m² (2174 ft²) convenience store located 2.8 metres from the lane, in the southwest corner of the property. A Development Variance Permit was approved by Council to vary the rear yard setback for the convenience store building. A concrete retaining wall, with a fence along the top, will also be setback 2.8 metres from the rear property line.

The area between the retaining wall and City lane will be paved for staff parking, with a stairway to the convenience store. The rear lane will be paved, with the Co-op paying \$4,937.22 for the portion along their property.

The Zoning Bylaw would require a total of 8 parking spaces. The development is proposing 10 parking spaces, exceeding the requirement.

During the rezoning process, it was strongly recommended that a small median be designed to control access to the project. A median and lane plan (see attached) for 10th Avenue has been completed by the City with a cost estimate of \$15,000.00. Payment for this work is requirement of the development permit. The proposed median and lane design can mitigate the traffic related issues for the project. The attached Distribution Plan confirms the delivery truck turning movement for the project.

Building

The elevation plans illustrate the exterior appearance of the building and gas bar. The primary exterior building materials for the convenience store are two colours of hardiplank siding, cedar columns on the corners, cedar trim and stone veneer along the base of the building. The sloped roof for the entire building, with the peaked gable roof and cedar shingles for the front of the building creates a varied appearance. The canopy bases have a stone veneer finish. The variety of exterior materials and colours will provide an attractive building exterior.

Landscaping

Given the urban environment and type of commercial use the proposed landscaping is appropriate. The landscaping is a combination of shrubs and groundcovers. The landscaping is focused along the front of the project, under the freestanding sign and adjacent to the residential property to the north. The Zoning Bylaw requires screening between commercially zoned and residentially zoned properties. The majority of the landscaping and a 1.8 metre high, woodcrete fence is proposed along the boundary between the development and the residential property meeting the screening requirement.

The garbage enclosure is located in the northwest corner and will consist of pressure treated wood boards. The enclosure is further screened on two sides by the woodcrete fence.

Signage and Lighting

There is a small fascia sign on the front of the convenience store, a freestanding sign on the south side near the Tim Hortons and the gas bar canopy signs. All the proposed signs comply with the City of Port Alberni Sign Bylaw. Although the canopy is backlit, the red colour and light type should not have a negative impact on adjacent properties. Pictures of the existing Co-op gas station canopy on Johnston Road are attached to demonstrate the limits of the lighting.

CONCLUSIONS

The plans submitted for the Development Permit meet the intent of the guidelines. The Planning Department supports the issuance of a Development Permit to allow for the construction of a Co-op gas station and convenience store at 3820 10th Avenue.

RECOMMENDATIONS

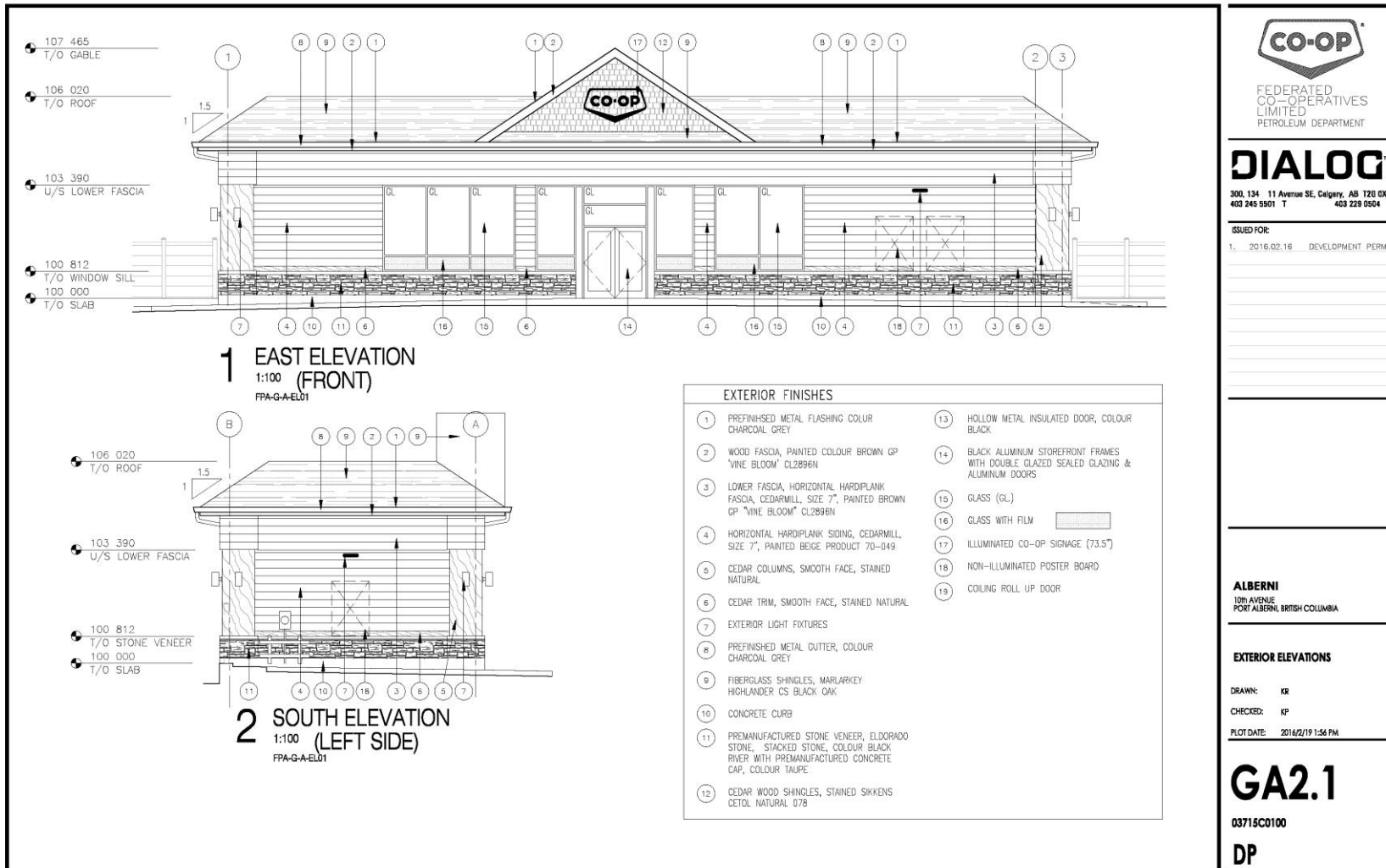
1. *That Council for the City of Port Alberni approve Development Permit No. 16-01 and that the City Clerk be authorized to sign the permit.*

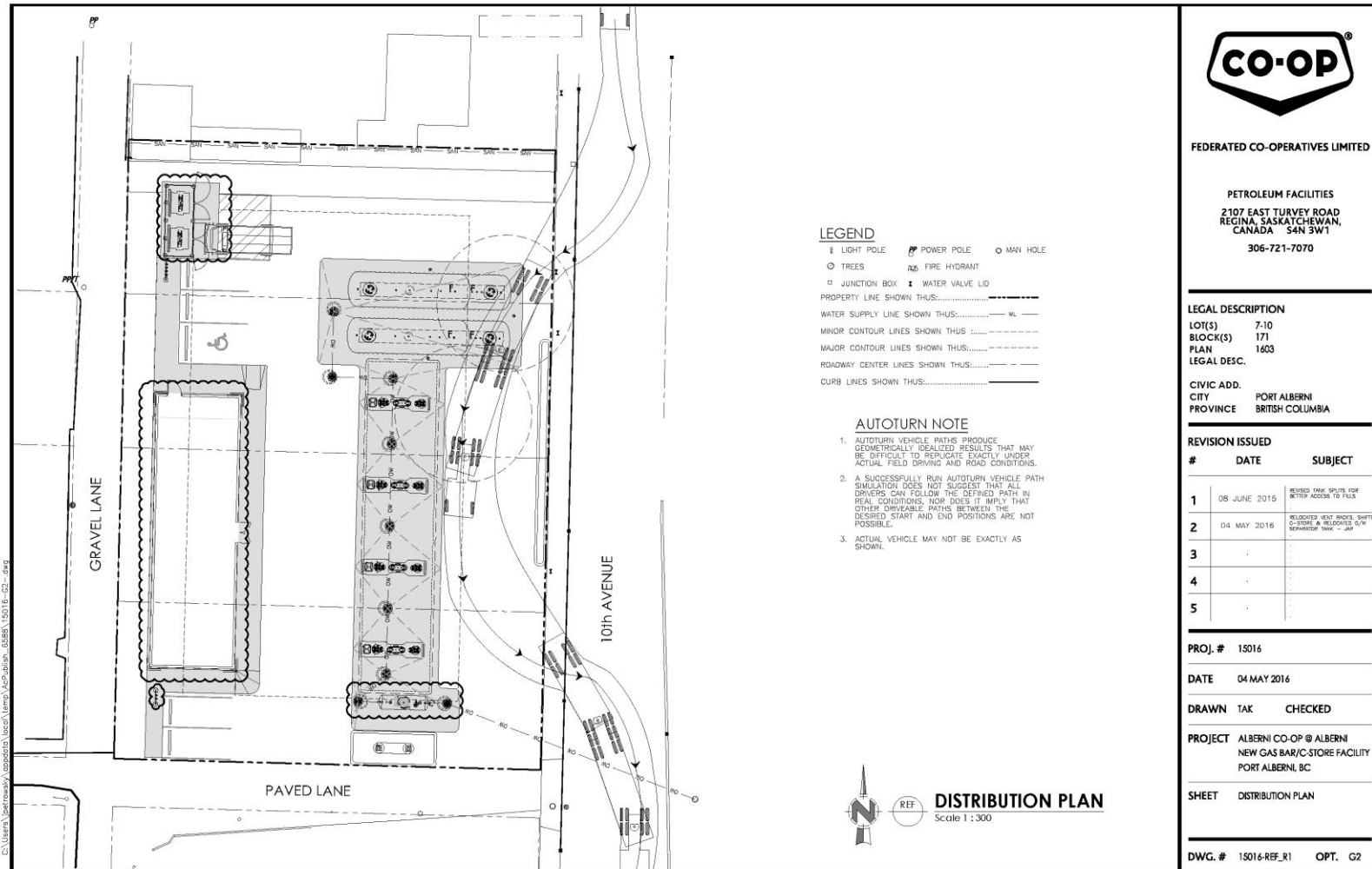
Respectfully submitted



Scott Smith, MCIP
City Planner









CITY OF PORT ALBERT
ENGINEERING DEPARTMENT



CITY OF PORT ALBERNI
DEVELOPMENT PERMIT NO. 16 - 01

Development Permit Issued to: **Alberni District Cooperative Association**
 4885 Beaver Creek Road
 Port Alberni, BC
 V9Y 3Y9

The land affected by this permit is shown on Schedule A attached hereto and forming part of this Permit and is legally described as the whole or/a portion of:

Block 171, District Lot 1, Alberni District, Plan 1603, Parcel C, (being a consolidation of Lots 7 to 10, see CA4623610) (PID: 029-637-376) located at 3820 10th Avenue

CONDITIONS OF PERMIT

1. Development of the land to be undertaken shall be limited to the area shown on Schedule A.
2. Development of the land to be undertaken shall be in accordance with the development plans shown on Schedule B attached hereto and forming part of Development Permit No. 16-01.
3. An Irrevocable Letter of Credit or other security is required in amount of \$5,196.00 landscaping and irrigation.
4. A payment in the amount of \$19,937.22 for rear lane paving, 10th Avenue median construction and lane markings is required.
5. The owner of the land shall provide the general contractor and all professionals associated with the development with copies of this permit.
6. The owner of the land shall maintain any undeveloped land in a neat and tidy condition at all times.
7. If there has not been any substantial commencement of construction with respect to which the permit was issued within two years after the date it was issued, the permit lapses.

The City of Port Alberni shall file notice of this permit in the Land Title Office stating the land is subject to Development Permit No. 16-01.

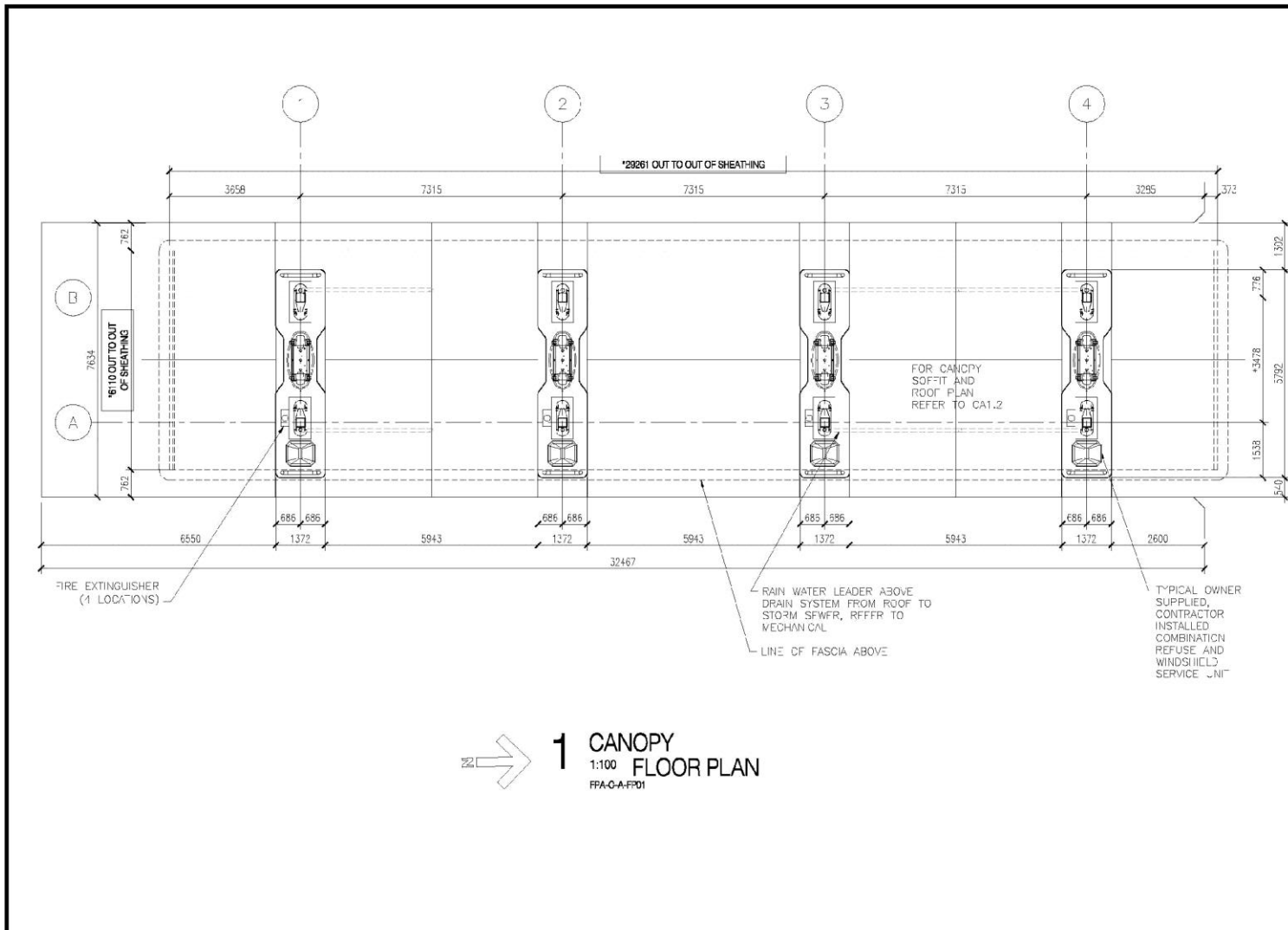
In accordance with the provisions of Section 489 of the *Local Government Act RSBC 2015*, approval of this Permit was granted by resolution of the City Council on June __, 2016.

Date

Clerk

SCHEDULE A TO DEVELOPMENT PERMIT 16-01





FEDERATED
CO-OPERATIVES
LIMITED
PETROLEUM DEPARTMENT

DIALOG™

300, 134 - 11 Avenue SE, Calgary, AB T2G 0X5
403 245 5501 T 403 228 0504 F

ISSUED FOR:

1. 2016.C2.16 DEVELOPMENT PERMIT

ALBERNI
10th AVENUE
PORT ALBERNI, BRITISH COLUMBIA

CANOPY LAYOUT

DRAWN: KR

CHECKED: KP

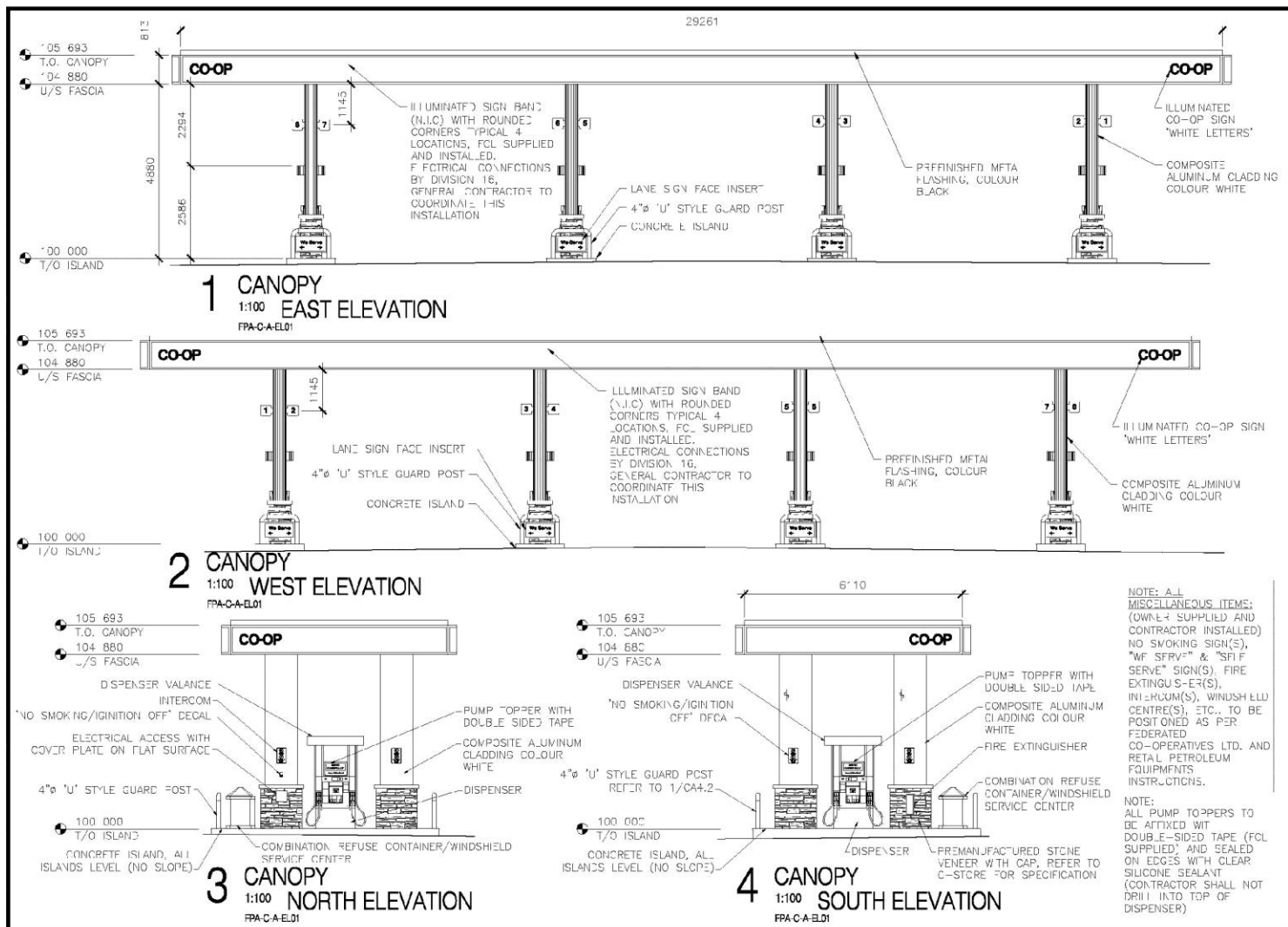
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SCHEDULE B TO DEVELOPMENT PERMIT 16-01



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300, 134 11 Avenue SE, Calgary, AB T2D 0X5
403 245 5501 T 403 229 0504 F

ISSUED FOR:

1. 2016.02.16 DEVELOPMENT PERMIT

ALBERNI
10th AVENUE
PORT ALBERNI, BRITISH COLUMBIA

CANOPY ELEVATIONS

DRAWN: KR

CHECKED: KP

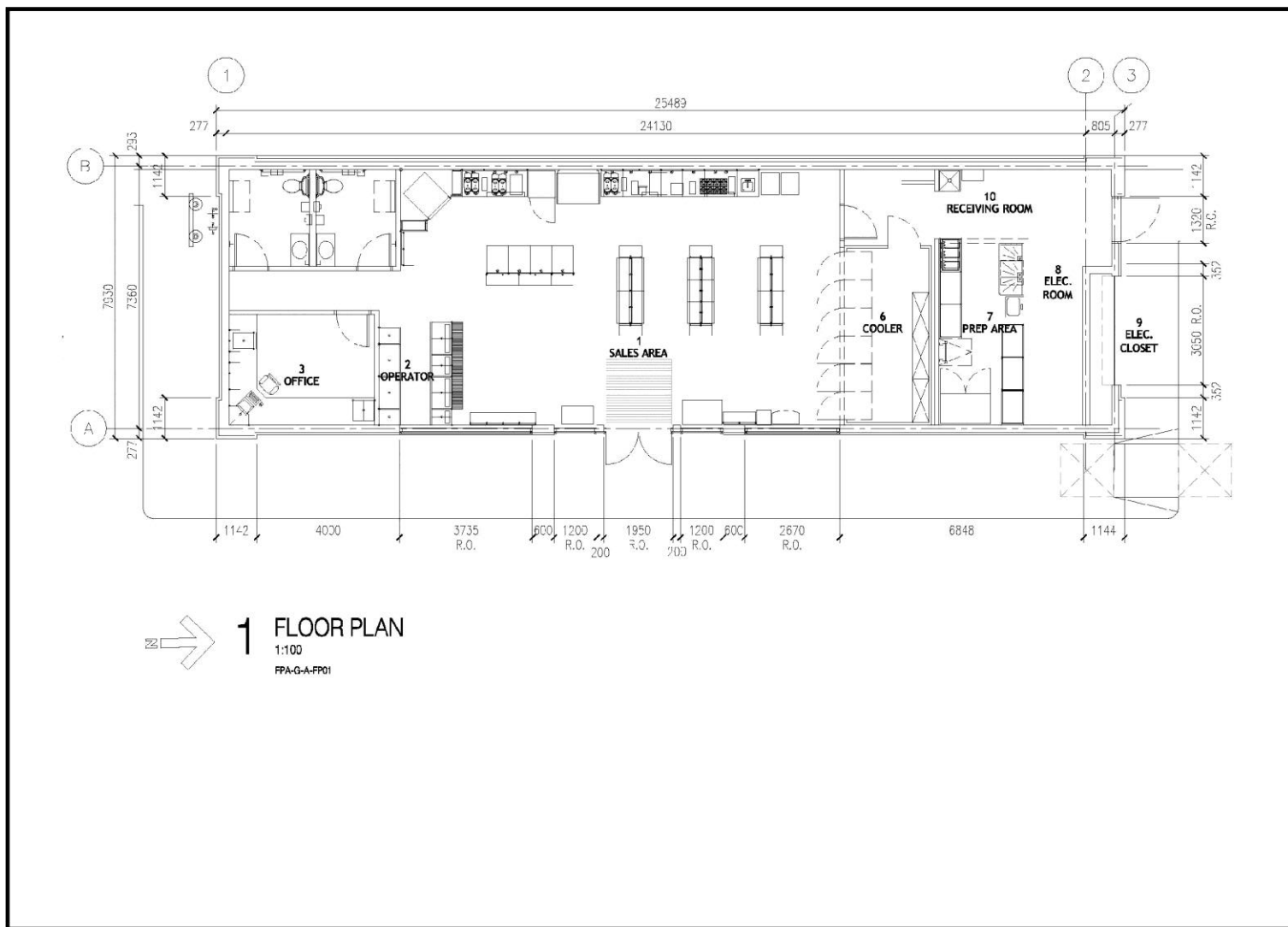
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SCHEDULE B TO DEVELOPMENT PERMIT 16-01



CO-OP
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CO-OPERATIVES
LIMITED
PETROLEUM DEPARTMENT

DIALOG
300, 134 11 Avenue SE, Calgary, AB T2G 0X5
403 245 5301 T 403 229 0504 F

ISSUED FOR:
1. 2016.C2.16 DEVELOPMENT PERMIT

ALBERNI
10th AVENUE
PORT ALBERNI, BRITISH COLUMBIA

C-STORE FLOOR PLAN

DRAWN: KB
CHECKED: KP
PLOT DATE: 2016/02/19 1:56 PM

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DP

SCHEDULE B TO DEVELOPMENT PERMIT 16-01



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CO-OPERATIVES
LIMITED
PETROLEUM DEPARTMENT

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300.124 11 Avenue SE, Calgary, AB T2D 0X5
403.245.5501 T 403.229.0504 F

ISSUED FOR:
1. 2016.C2.16 DEVELOPMENT PERMIT

ALBERNI
10th AVENUE
PORT ALBERNI, BRITISH COLUMBIA

EXTERIOR ELEVATIONS

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CHECKED: KP
PLOT DATE: 2016/07/15 1:56 PM

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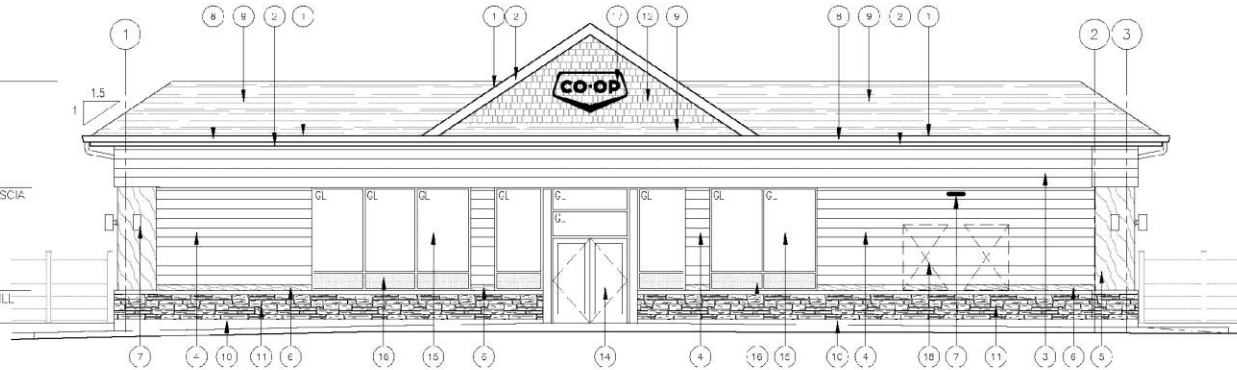
DP

107 465
T/O GABLE

105 020
T/O ROOF

103 390
U/S LOWER FASCIA

100 812
T/O WINDOW SILL
100 000
T/O SLAB

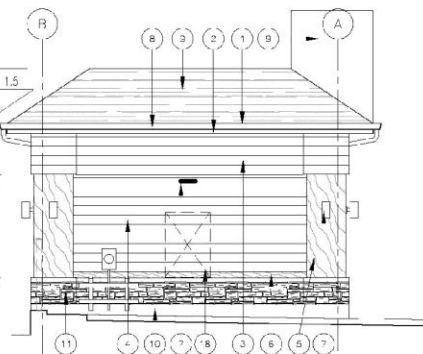


1 EAST ELEVATION
1:100 (FRONT)
FPA-GA-ELD1

106 020
T/O ROOF

103 390
U/S LOWER FASCIA

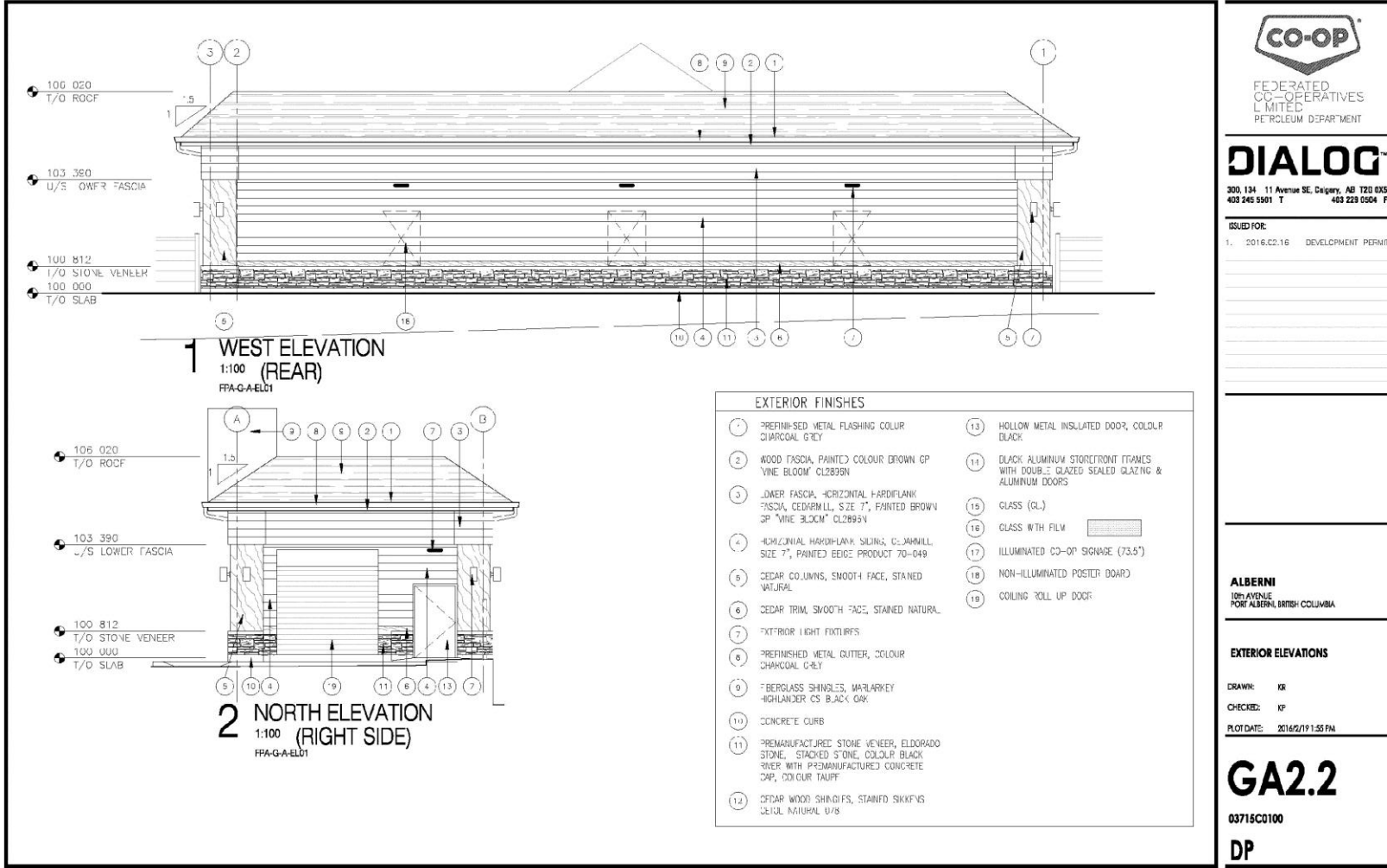
100 812
T/O SIGN VENEER
100 000
T/O SLAB

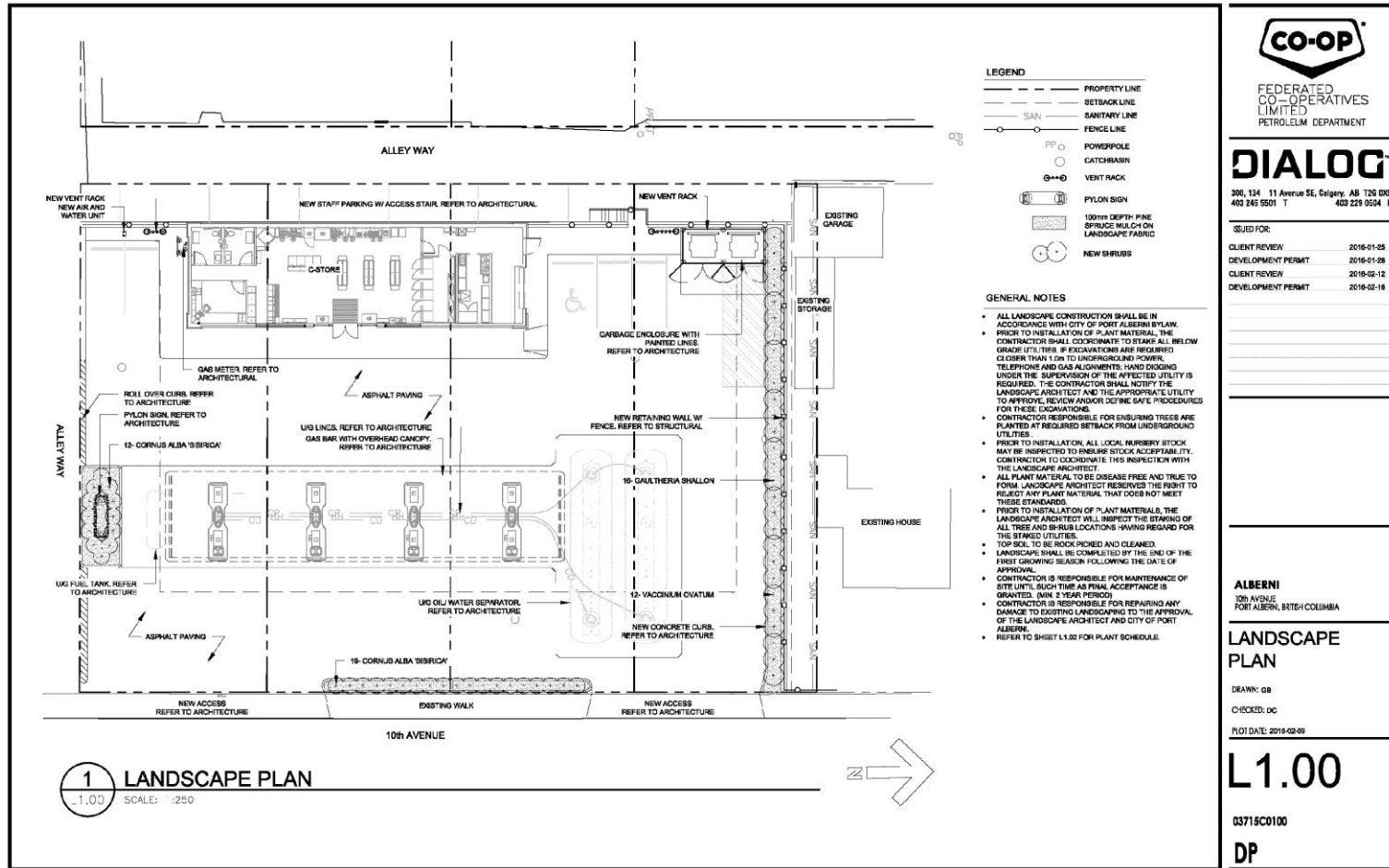


2 SOUTH ELEVATION
1:100 (LEFT SIDE)
FPA-GA-ELD1

EXTERIOR FINISHES

- | | |
|---|--|
| 1 PREFINISHED METAL FLASHING COLOUR CHARCOAL GREY | 13 HOLLOW METAL INSULATED DOOR, COLOUR BLACK |
| 2 WOOD FASCIA, PAINTED COLOUR BROWN GP "VINE BLOOM" C.2889N | 14 BLACK ALUMINUM STOREFRONT FRAMES WITH DOUBLE GLAZED SEALED GLAZING & ALUMINUM DOORS |
| 3 LOWER FASCIA, HORIZONTAL HARD PLANK FASCIA, CEDARMILL, SIZE 7", PAINTED BROWN GP "VINE BLOOM" C.2889N | 15 GLASS (GL.) |
| 4 HORIZONTAL HARD PLANK SIDING, CEDARMILL, SIZE 7", PAINTED BEIGE PRODUCT 70 043 | 16 GLASS WITH FILM |
| 5 CEDAR COLUMNS, SMOOTH FACE, STAINED NATURAL | 17 ILLUMINATED CO-OP SIGNAGE (72.5") |
| 6 CEDAR TRIM, SMOOTH FACE, STAINED NATURAL | 18 NON-ILLUMINATED POSTER BOARD |
| 7 EXTERIOR LIGHT FIXTURES | 19 COILING ROLL UP DOOR |
| 8 PREFINISHED METAL CUTTER, COLOUR CHARCOAL GREY | |
| 9 FIR/FIR MIX SHINGLES, VARIATREY HIGHLANDER CS BLACK OAK | |
| 10 CONCRETE CLPB | |
| 11 PREMANUFACTURED STONE VENEER, ELDOURO STONE, STACKED STONE, COLOUR BLACK RIVER WITH PREMANUFACTURED CONCRETE CAP, COLOUR TRUPE | |
| 12 CEDAR WOOD SHINGLES, STAINED SIKKEN'S CETOL NATURAL 078 | |





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DIALOG

300, 124 11 Avenue SE, Calgary, AB T2G 0X5
403 245 5501 T 403 228 0504 F

SUED FOR:

CLIENT REVIEW	2016-01-25
DEVELOPMENT PERMIT	2016-01-29
CLIENT REVIEW	2016-02-12
DEVELOPMENT PERMIT	2016-02-18

ALBERNI
300 AVENUE
PORT ALBERNI, BRITISH COLUMBIA

**LANDSCAPE
PLAN**

DRAWN: GB

CHECKED: DG

PLOT DATE: 2016-02-09

L1.00

03715C0100

DP



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PETROLEUM DEPARTMENT

DIALOG

300, 134 11 Avenue SE, Calgary, AB T2G 0X5
403 245 5501 T 403 229 0504 F

ISSUED FOR:

CLIENT REVIEW 2016-01-28

DEVELOPMENT PERMIT 2016-01-28

CLIENT REVIEW 2016-02-12

DEVELOPMENT PERMIT 2016-02-15

ALBERNI
10th AVENUE
PORT ALBERNI, BRITISH COLUMBIA

LANDSCAPE
DETAILS

DRAWN: GB

CHECKED: DC

PLOT DATE: 2016-02-09

L2.00

03715C0100

DP

PLANT SCHEDULE

DECIDUOUS SHRUBS	BOTANICAL NAME	COMMON NAME	SIZE	REMARKS
31	CORNUS ALBA 'SIBIRICA'	SIBERIAN HUCKLEBERRY	600mm HT. MIN.	#2 CONTAINER MIN.
12	VACCINIUM OVATUM	EVERGREEN CORKLEBERRY	600MM HT. MIN.	#2 CONTAINER MIN.
GROUNDCOVERS	BOTANICAL NAME	COMMON NAME	SIZE	REMARKS
16	GAULTHERIA SHALLOON	SALAL	300mm HT. MIN.	150mm POT.

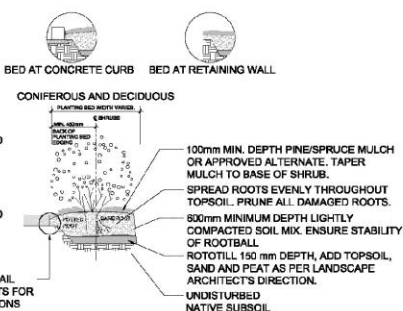
NOTES:

1. PRUNE ONLY DEAD, BROKEN OR DISEASED BRANCHES TO MAINTAIN PROPER SHRUB FORM. DECIDUOUS SHRUBS ONLY.

2. DO NOT ROTOTILL WITHIN 1.0 m OF U.G. POWER, TELEPHONE AND GAS ALIGNMENTS.

3. DIG ALL ROOT HOLES BY HAND WHEN CLOSER THAN 1.0m TO U/G POWER, TELEPHONE AND GAS ALIGNMENTS.

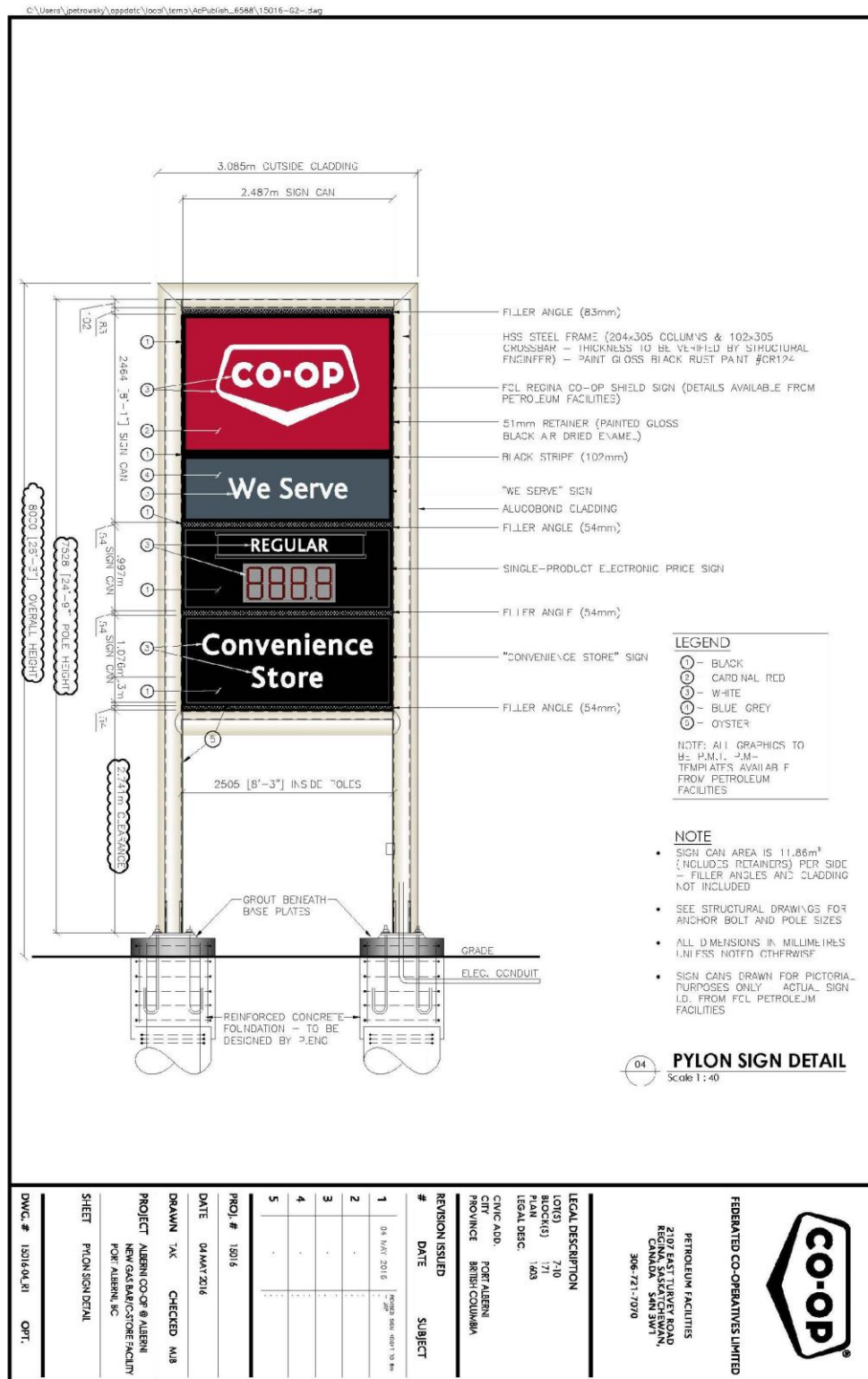
REFER TO DETAIL
ENLARGEMENTS FOR
EDGE CONDITIONS



1 SHRUB PLANTING DETAIL

SCALE: NTS

SCHEDULE B TO DEVELOPMENT PERMIT 16-01



SITE STATISTICS

C4 HIGHWAY COMMERCIAL		
ADDRESS	15TH AVE/F FORT ALBERNI, BRITISH COLUMBIA	
LEGAL DESCRIPTION	LOT 7-10 BLOCK 171 PLAN 1623	
PERMITTED USE:		
GASOLINE SERVICE STATION/RETAIL		
SITE AREA	2044.3 sq.m.	
BUILDING AREA (CONVENIENCE FOOD STORE)	202.0 sq.m.	
GAS BAR	178.8 sq.m.	
CANOPY ENCLOSURE	16.0 sq.m.	
PLYON SIGN	2.8 sq.m.	
LOT COVERAGE	MAXIMUM	PROVIDED
	40%	19%
YARDS & SETBACKS:		
MINIMUM YARD SETBACKS FROM PROPERTY LINES:		
FRONT YARD: 7.5M		
S.W. YARD (NORTH): 6M		
S.W. YARD (SOUTH): 6M		
REAR YARD: 5M		
HEIGHT OF BUILDING (IN METERS / STOREYS):		
PRE-CORAL BUILDING	MAXIMUM	PROVIDED
	9.0M	7.465M
OFF-STREET PARKING CALCULATION (COMMERCIAL):		
RETAIL: 1 SPACE PER 16 sq.m.		
LOADING SPACE: 1 SPACE 9,000sq.m. GFA		
LOADING SPACE (1 PER 2000 sq.m.)	REQUIRE	PROVIDED
	1	1
CONVENIENCE STORE 1 SPACE PER 30.0 sq.m. OF GFA (GFA = 163.3 sq.m.)	6	10

SCOPE OF WORK

- DEMOLITION OF EXISTING STRUCTURES, CURBS, SIDEWALKS AND LANDSCAPING AS INDICATED ON EXISTING SITE PLAN
- SITE PREPARATION INCLUDING SLOPING AND GRADING OF SITE TO DRAIN, REINFORCED CONCRETE FOUNDATIONS, UTILITY INSTALLATION, ASPHALT PAVING, RETAINING WALL, FENCE AND CURBED LANDSCAPING AS REQUIRED
- CONSTRUCT ONE (1) 2.174m CONVENIENCE STORE BUILDING C/W ASSOCIATED EQUIPMENT, REINFORCED CONCRETE SIDEWALK, AND PARKING AS REQUIRED
- INSTALL TWO (2) 100KL OJAL COMPARTMENT (75KL/25KL) TOL DOUBLE-WALL FIBREGLASS U/G FILL STORAGE TANKS C/W ANTI-OIL PRODUCTS, TUBING ENCLOSURES & SUMP/INTERSTITIAL SENSORS, SPILL CONTAINMENT, AND OVERTILL PROTECTION
- INSTALL THREE (3) 100mm# PICCOLLECTS C/W LOCKING OILS, CURB BOXES, AND W/FOUR SENSORS IN TWO (2) OUTSIDE PICCOLLECTS
- INSTALL ONE (1) 1 1/2 HP & TWO (2) 3/4 HP "E" PETRO SUBMERSIBLE PUMPS
- INSTALL 50mm# PVC U/G VAPOUR EXTRACTION SYSTEM PIPING - CAP OFF AT VENT RACK
- INSTALL FOUR (4) 75mm# SCHEDULE 40 STEEL VENT RISERS ON RACK
- INSTALL 75mm# FIBREGLASS REINFORCED PLASTIC (ULC-871) UNDERGROUND VENT PIPING
- CONSTRUCT ONE (1) 6.1m W x 23.261m L x 4.880m H (U/G CLEARANCE) CANOPY C/W STEEL ALUMINUM-CLADDED COLUMNS W/11 STONE BRKS, ILLUMINATED BACKLIT FACER C/W ROUNDED CORNERS, LED SOFFIT LIGHTING AND DISPENSER NUMBER PICKLES
- INSTALL FOUR (4) "OPW FLEXWORKS LOOP SYSTEM" COORDINATE SUMMS AND DISCRIMINATE LIQUID SENSORS
- INSTALL "VEEDER ROOT TLS 350" FLUID LEVEL MONITORING SYSTEM C/W DISCRIMINATING LIQUID SUMP SENSORS IN ALL TANK & DISPENSER
- INSTALL 38mm# "OPW FLEXWORKS" (ULC-271) DOUBLE-WALL FLEXIBLE U/G PRODUCT LINES C/W 100mm# ACCESS PIPING FROM SUBMERSIBLE PUMPS TO DISPENSERS
- INSTALL 50mm# "OPW FLEXWORKS" (ULC-271) DOUBLE-WALL FLEXIBLE U/G SYPHON LINE PIPING C/W 100mm# ACCESS PIPING AND BALL VALVE BETWEEN TANKS #1&3
- INSTALL FOUR (4) 1.372m X 5.791m STAINLESS STEEL CONCRETE-FILLED "HOURGLASS" ISLAND FORMS
- INSTALL FOUR (4) "WAYE OVALING" 1+3 PRODUCT ELECTRONIC BLENDER FUEL DISPENSERS C/W ATC, 57M/C/W PICADORS, AND EMERGENCY SHEAR VALVES
- INSTALL ONE (1) REINFORCED CONCRETE PUMP AT/IRON/TANK COVER C/W CONTROL JOINTS
- INSTALL EIGHT (8) 100mm# SCHEDULE 40 STEEL U-SHAPED GUANOPOSTS C/W WAY FINDING SIGN INSETS
- INSTALL FOUR (4) "McDONNAY" COMBINATION REFUSE CONTAINER & WINDSHIELD WASHER LUNTS
- INSTALL ONE (1) TOL 2 380" FIBREGLASS REINFORCED PLASTIC U/G COALESCE OIL/WATER SEPARATOR TANK SYSTEM C/W OIL/OIL DISKS, MANHOLES & LIGHT LINES - TO BE DESIGNED & LOCATED TO BE DETERMINED BY ENGINEER
- INSTALL TWO (2) 75mm# SCHEDULE 40 STEEL VENT RISERS ON RACK
- INSTALL ONE (1) 8.113m HIGH ALUMINUM-CLADDED DOUBLE-POLE Pylon SIGN C/W "CO-OP AE SERVICE" SINGLE-PRODUCT LED ELECTRONIC PRICE, & "CONVENIENCE STORE" SIGN FACES ON REINFORCED CONCRETE FOUNDATION
- INSTALL "CANAC" CLOSED CIRCUIT SECURITY CAMERAS AS REQUIRED
- INSTALL FOUR (4) 4.5KJ 6800C FIRE EXTINGUISHERS C/W WEATHER-PROOF CANINES - AFFIX TO CANOPY COLUMN CLADDING
- INSTALL SIXTEEN (16) "10 SHOCKING/IGNITION OFF" DECALS - AFFIX TO CANOPY COLUMN CLADDING
- CONSTRUCT ONE (1) DOUBLE-WALL ENCLOSURE C/W REFUSE & REDUCIVE CONTAINERS ON REINFORCED CONCRETE PAD
- PAINT, DETAIL, AND INSTALL MISCELLANEOUS OPERATING SIGNS AND ISLAND VEHICLE SIGNS AS REQUIRED



FEDERATED
CO-OPERATIVES
LIMITED
PETROLEUM DEPARTMENT

DIALOG™

300, 134 - 11 Avenue SE, Calgary, AB T2C 0X5
403 245 5501 T 403 223 0004 F

ISSUED FOR:

1. 2016.02.16 DEVELOPMENT PERMIT

ALBERNI
10th AVENUE
PORT ALBERNI, BRITISH COLUMBIA

GENERAL NOTES

DRAWN: KR

CHECKED: KP

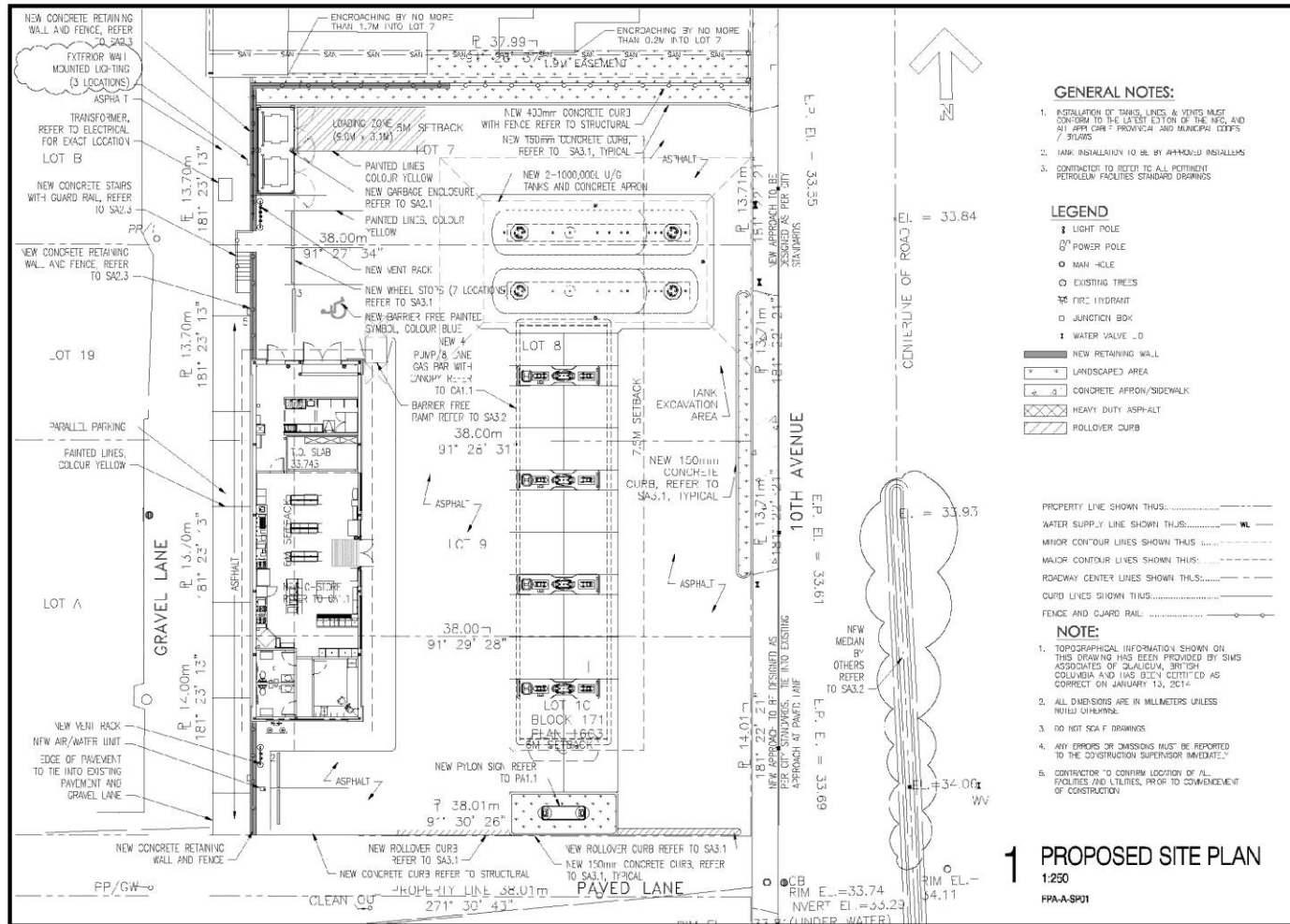
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DP

SCHEDULE B TO DEVELOPMENT PERMIT 16-01



FEDERATED CO-OPERATIVES LIMITED
PETROLEUM DEPARTMENT

DIALOG™

300.134 11 Avenue SE, Calgary, AB T2D 0X5
403.245.5501 T 403.229.0504 F

ISSUED FOR:

1. 2016.02.16	DEVELOPMENT PERMIT
2. 2016.03.04	DEVELOPMENT PERMIT
3. 2016.05.11	DP REVISIONS
3. 2016.05.20	DP REVISIONS

ALBERNI
10th Avenue
PORT ALBERNI, BRITISH COLUMBIA

PROPOSED SITE PLAN ANNOTATIONS

DRAWN: KS

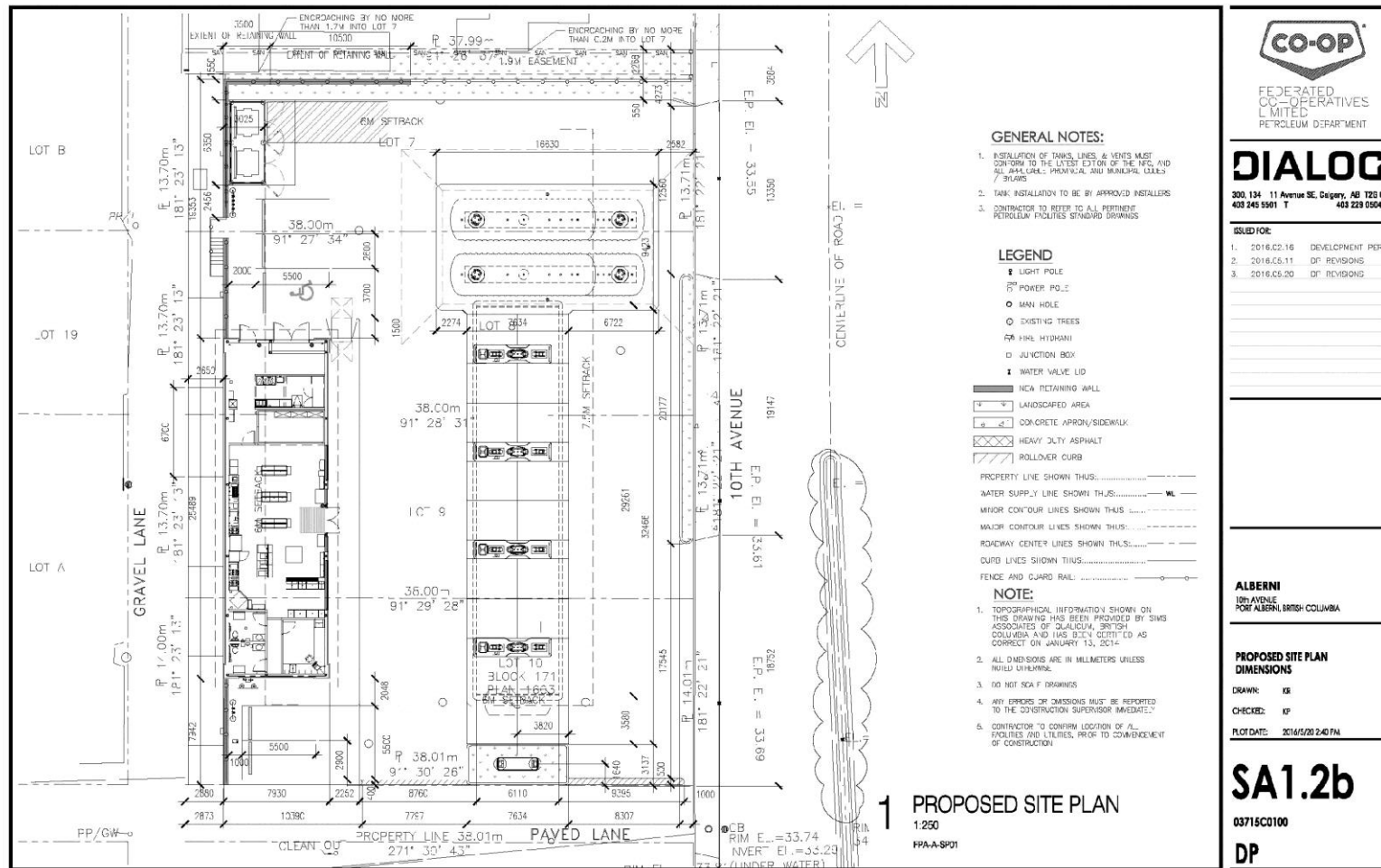
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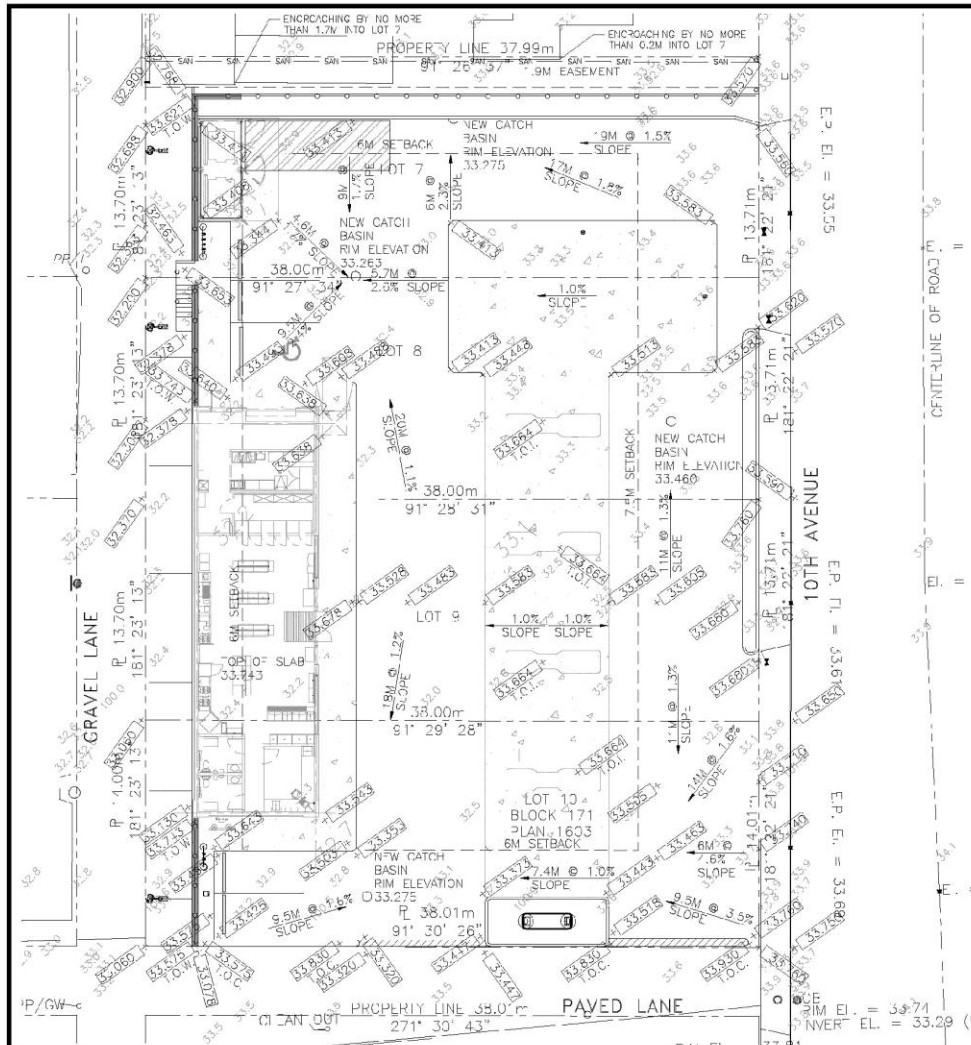
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DP





GENERAL NOTES:

1. INSTALLATION OF TANKS, LINES & VENTS MUST CONFORM TO THE LATEST EDITION OF THE NRC AND ALL APPLICABLE PROVINCIAL AND MUNICIPAL CODES & BYLAWS
2. TANK INSTALLATION TO BE BY APPROVED INSTALLERS
3. CONTRACTOR TO REFER TO ALL PERTINENT PETROLEUM FACILITIES STANDARD DRAWINGS

LEGEND

- 1 LIGHT POLE
- 2 POWER POLE
- 3 MAN HOLE
- 4 EXISTING TREES
- 5 FIRE HYDRANT
- 6 JUNCTION BOX
- 7 WATER VALVE LIC
- 8 NEW RETAINING WALL
- 9 LANDSCAPED AREA
- 33.7 EXISTING GRADE
- 31.030 NEW GRADE
- T.O.W. TOP OF WALL
- T.O.C. TOP OF CURB
- T.O.I. TOP OF ISLAND

PROPERTY LINE SHOWN THUS: _____
 WATER SUPPLY LINE SHOWN THUS: _____ WL _____
 MINOR CONTOUR LINES SHOWN THUS: _____
 MAJOR CONTOUR LINES SHOWN THUS: _____
 ROADWAY CENTER LINES SHOWN THUS: _____
 CURB LINES SHOWN THUS: _____
 FENCE AND GUARD RAIL: _____ C O

NOTE:

1. TOPOGRAPHICAL INFORMATION SHOWN ON THIS DRAWING HAS BEEN PROVIDED BY SIMS ASSOCIATES OF QUALICUM, BRITISH COLUMBIA AND HAS BEEN CERTIFIED AS CORRECT ON JANUARY 15, 2014
2. ALL DIMENSIONS ARE IN MILLIMETERS UNLESS NOTED OTHERWISE
3. DO NOT SCALE DRAWINGS
4. ANY ERRORS OR OMISSIONS MUST BE REPORTED TO THE CONSTRUCTION SUPERVISOR IMMEDIATELY
5. CONTRACTOR TO CONFIRM LOCATION OF ALL FACILITIES AND UTILITIES PRIOR TO COMMENCEMENT OF CONSTRUCTION

1 GRADING PLAN

1:250

FPA-A-SP01



FEDERATED
CO-OPERATIVES
LIMITED
PETROLEUM DEPARTMENT

DIALOG™

300.124 11 Avenue SE, Calgary, AB T2D 0X5
403 245 5501 T 403 229 0504 F

ISSUED FOR:

1. 2016.02.16 DEVELOPMENT PERMIT

ALBERNI

10th AVENUE
PORT ALBERNI, BRITISH COLUMBIA

GRADING PLAN

DRAWN: KR

CHECKED: KP

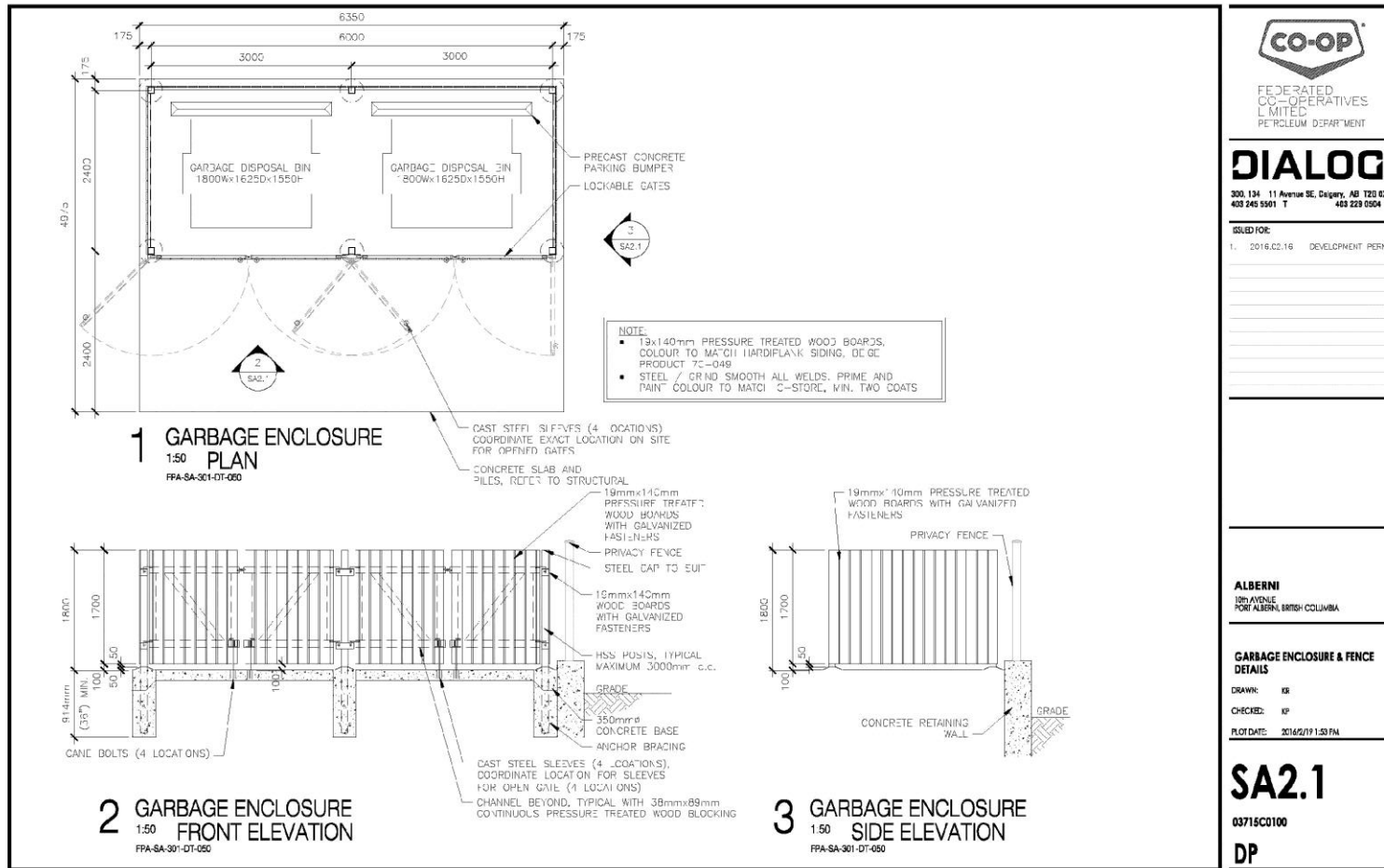
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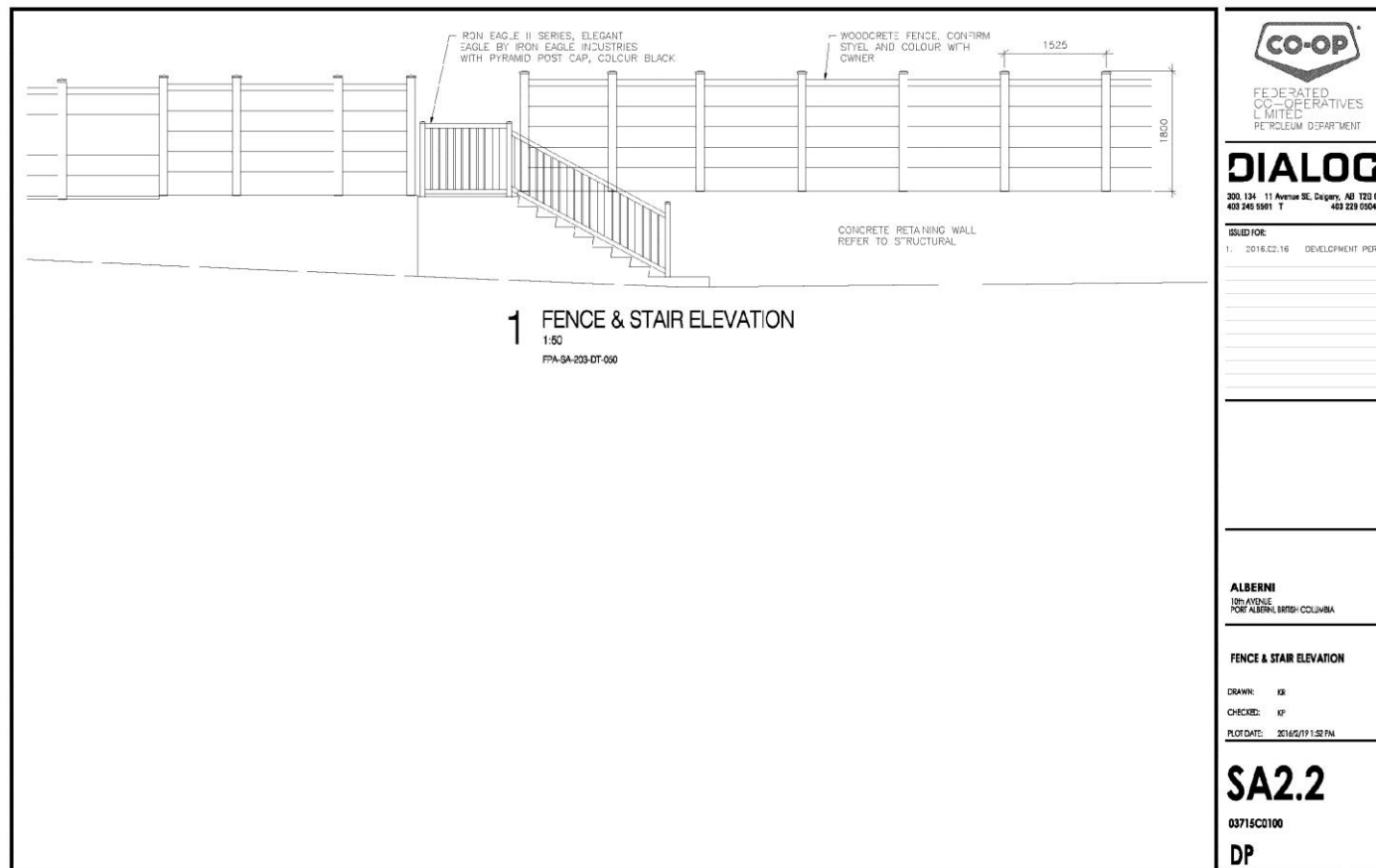
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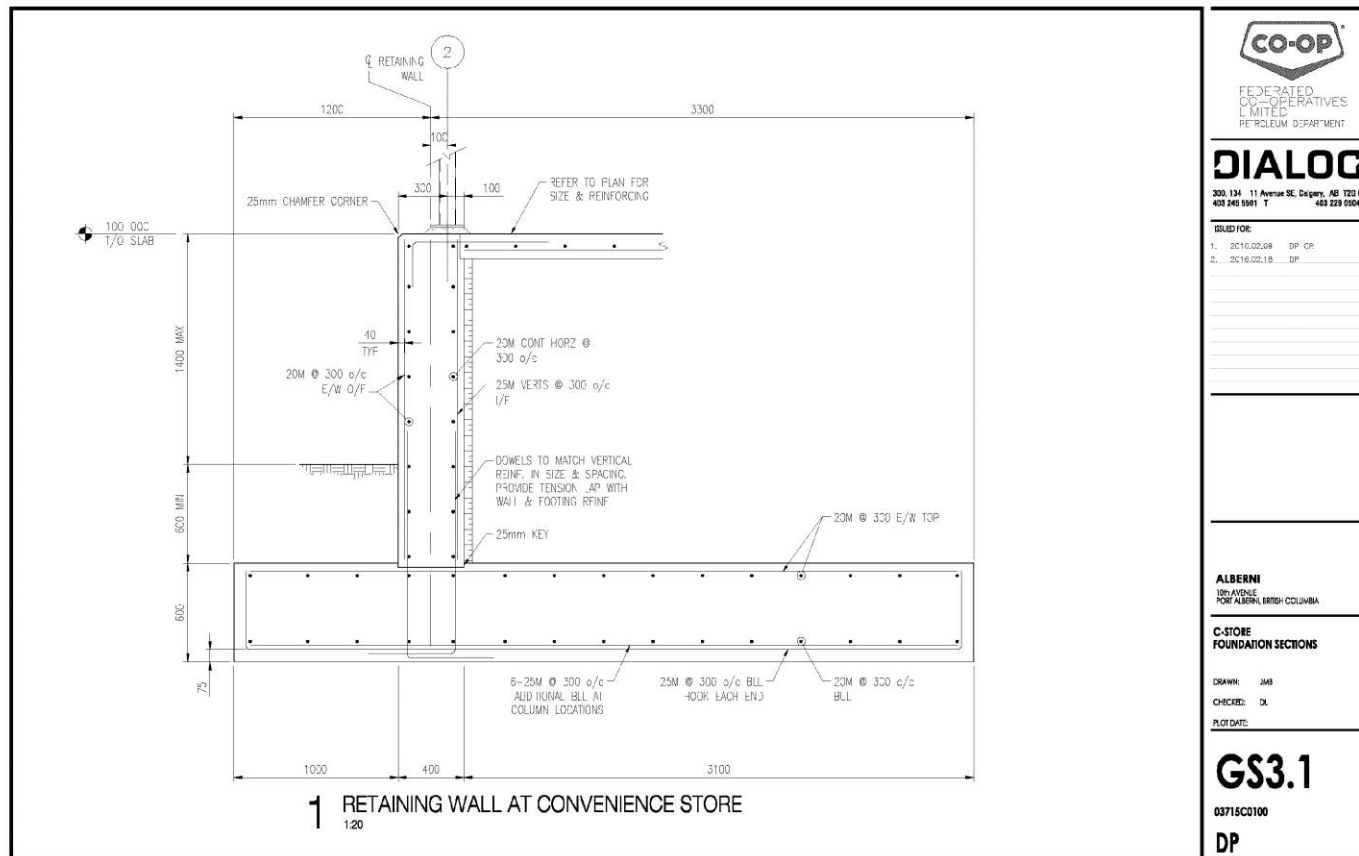
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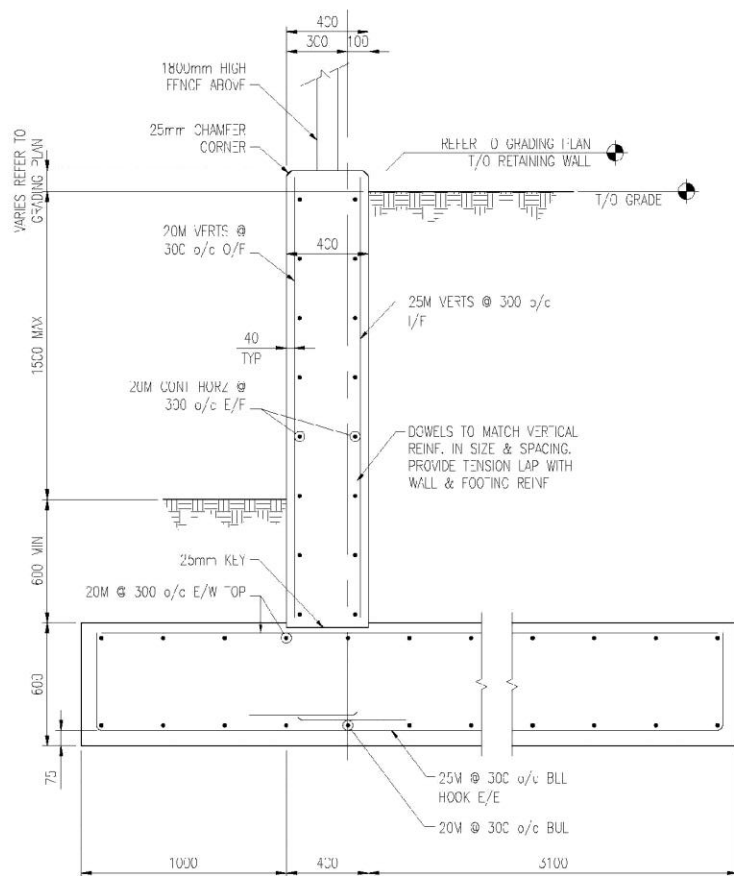
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SCHEDULE B TO DEVELOPMENT PERMIT 16-01

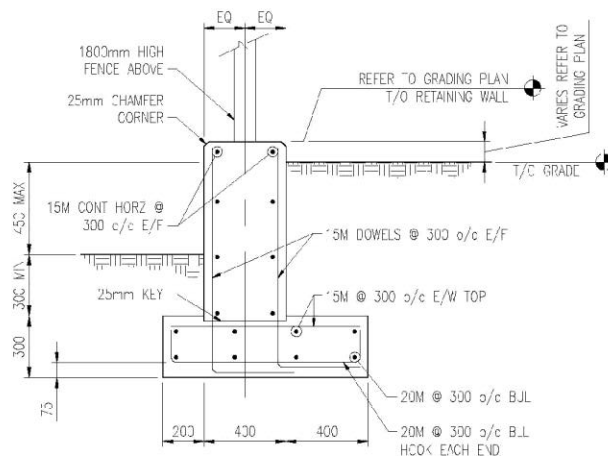




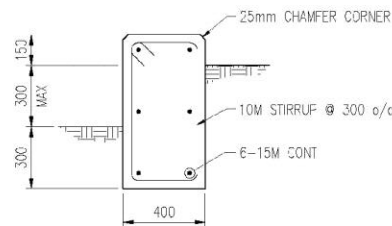




1 TYPICAL RETAINING WALL
1:20 SECTION AT BACK OF PROPERTY



2 TYPICAL RETAINING WALL
1:20 SECTION AT SIDE OF PROPERTY



3 SECTION
1:20



FEDERATED
CO-OPERATIVES
LIMITED
PETROLEUM DEPARTMENT

DIALOG™

300, 134 11 Avenue SE, Calgary, AB T2D 0X5
403 245 5501 T 403 229 0504 F

ISSUED FOR:

1. 2016.02.09 DP CR
1. 2016.02.18 DP

ALBERNI
10th AVENUE
PORT ALBERNI, BRITISH COLUMBIA

RETAINING WALL

DRAWN: JMB

CHECKED: DL

PLOT DATE:

SS2.1

03715C0100

DP

SCHEDULE B TO DEVELOPMENT PERMIT 16-01

Council Directed Action Items on Current Status Report					
	Meeting Date	Item	Strategic Plan Fit	Status / Recommendation	Priority
City Manager					
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 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
4	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
5	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
6	Regular Jan 11/16	Community urban food inventory webpage and information (FSCDC Report).			Low
7	Regular May 24/16	Review Navcanada action undertaken by North Saanich and implications for Port Alberni			Low
Clerk's Dept.					
8	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

Council Directed Action Items on Current Status Report					
	Meeting Date	Item	Strategic Plan Fit	Status / Recommendation	Priority
9	Regular Feb. 9/16	Prepare Policy outlining duties of Personnel Committee		City Clerk/City Manager/HR Manager	Medium
10	Regular Nov. 24/14	Report on mail-in voting for future elections.	Goal #5: Responsive Government Not strategic priority	Report with options to be provided in with time to allow adoption in advance of 2018 election.	Low
11	Regular Jan 12/15	Report & recommendations re revisions to Sign Bylaw with regards to election signage	Goal #5: Responsive Government Not strategic priority	Report with options to be provided in with time to allow adoption in advance of 2018 election.	Low
Community Services Dept.					
12	Regular Feb 10/15	Prepare Pesticide Reduction Policy/public education – best practices	Goal #3: Environmental Protection	Policy and public education plan under development	Medium
13	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
14	Regular Jan 11/16	Public water bottle stations in City facilities - Multiplex and Echo Fieldhouse (FSCDC Report).	Goal #3: Environmental Protection		Medium
15	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
16	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
Economic Development Dept.					
18	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

Council Directed Action Items on Current Status Report					
	Meeting Date	Item	Strategic Plan Fit	Status / Recommendation	Priority
19	Regular Feb 22/16	Prepare contract re implementation of SPROUT Program	Goal #4: Revitalize Economy/Liveability	In progress	High
20	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.					
21	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
22	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
23	Regular Jan 11/16	Implement a pilot kitchen/yard waste pickup compost project (FSCDC Report).	Goal #3: Environmental Protection		Medium
24	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
25	Regular Mar 29/16	Report regarding request from Grandview Road residents for walking path on Grandview	Goal #2: Connected Community		Low
26	Regular Aug 10/15	Review and report re rainbow crosswalks – upper 3 rd /Argyle	Not a strategic priority	Report in progress	Low
Finance Dept.					
27	Regular April 11/16	Review potential for reduction in tax rates for Private Management Forest Lands and Farm Lands			High

Council Directed Action Items on Current Status Report					
	Meeting Date	Item	Strategic Plan Fit	Status / Recommendation	Priority
Planning Dept.					
28	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	Process to be identified – will need additional report to Council – June 13 meeting	High
29	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	High
30	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
31	Regular June 22/15	Report and amendment to the Zoning Bylaw to restrict liquor sales in grocery stores.	Goal #5: Responsive Government		Medium
32	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
33	Regular Dec. 14/15	Formation of a "Seniors Housing Stakeholders Initiative" to direct resources at Prov, Fed or Municipal levels for seniors housing projects.	Goal #5 Responsive Government	Include considerations in AVCSI letter to Council Jan 25/16. \$10,000 financial support allocated in 2016-2020 5 Year Plan	Medium
34	Regular Dec. 14/15	Report on secondary suite provisions of zoning bylaw including provisions for tiny houses/carriage houses	Goal #4: Revitalize Economy/Liveability	Report July 2016	Medium
35	Regular Feb. 9/16	Draft bylaw to establish a Social Planning Commission	Goal #5 Responsive Government	July 2016	Medium
36	Regular Oct. 26/15	Report re use and potential regulation of drones within City boundaries	Not a strategic priority		Low

Council Directed Action Items on Current Status Report					
	Meeting Date	Item	Strategic Plan Fit	Status / Recommendation	Priority
37	Regular Mar 14/16	Report reviewing options for potential amendments to home occupation regulations – comparison to regulations in other municipalities and enforcement complaints	Not a strategic priority		Low
38	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			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

PLANNING AND BUILDING DEPARTMENT

MONTHLY REPORT FOR MAY, 2016

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

- The Approving Officer gave final approval for a 2-lot subdivision on Gordon Avenue.
- The Advisory Planning Commission met on May 19, 2016 and considered the following report from the City Planner:
 - The first report was regarding an application for a Zoning Map amendment. The proposal is for a residential duplex on 6031 River Road.
 - The second report was for an application to amend the Official Community Plan and Zoning bylaw. The application is requesting that 4815 Argyle Street change from commercial to multi-family, with some accessory commercial uses.

DEVELOPMENT APPLICATION ACTIVITY REPORT		
Type	Year to Date - 2015	Year to Date - 2016
Subdivision	2	1
OCP and/or Rezoning	6	8
Development Variance	2	1
Development Permit	1	2
Temporary Use Permit	1	0
Sign Bylaw	0	0
Total Applications	12	12

RESIDENTIAL BUILDING UNITS COMPARISON		
Type	Year to Date - 2015	Year to Date - 2016
Single Family	11	12
Duplex	0	0
Multiple	0	2
Secondary Suite	3	1
Total Units	14 units	15 units



ENGINEERING DEPARTMENT HIGHLIGHTS OF DEPARTMENTAL ACTIVITIES MAY 2016

PUBLIC WORKS

- **Argyle and Kingsway Capital Improvements:**
 - a. Asphalt paving on Argyle Street from Kingsway to 1st Avenue
- **5th Avenue – Bute Street to Redford Street Capital Improvements:**
 - a. Completed asphalt paving and side walk repairs
 - b. Two driveway letdowns were installed
- **Cemetery:**
 - a. 1 full burials, 3 cremated remains, 2 marker installations



WATERWORKS

Water Distribution

- Customer Water Service Requests – 39
- Water main break (200mm diameter cast iron) at Wallace Street and Warnock Street
- Underwater dive inspections of the water intake pipes in Lizard Lake and Bainbridge Lake
 - a. The Lizard Lake intake pipe appeared to be in good condition.
 - b. The metal band couplings on the Bainbridge Lake intake pipe are corroding and are planned to be replaced.



WASTEWATER/STORMWATER

Sewage Collection

- Customer Sewer Service Requests – 20
- Liquid Waste Management Plan
 - a. Continuation of the suction dredging of 5,800 bdt (bone dry ton) of sludge from the new lagoon
 - b. A new blower fan assembly was installed on Aerator #1.
 - c. Aerator #9 was de-ragged 9 times.
- Sewer Service Cleanout installations and repairs at 8 homes



Parks, Recreation and Heritage
Director's Report to City Council
Date: June 6, 2016

The following information is provided for members of City Council as a means of keeping you up to date on current activities, events and projects.

Bob Dailey Outdoor Fitness Park – thanks to the Parks crew for the installation of the Outdoor Fitness Park. We are already receiving great reviews of the area. There will be an official opening of the park during the last week of June.



Emergency Social Services – In conjunction with the Coastal Response Exercise, department staff have been fully involved in training for their role in setting up Reception Centres in the event of an emergency. Reception Centres were held at Echo Centre during the exercise involving over 20 Parks, Recreation and Heritage staff. The exercise has provided us with an opportunity to develop and practice the plans for implementing the Emergency Social Services function.

Harbour Quay Merchants – Our department engaged Harbour Quay merchants in a brainstorming session on ideas to revitalize the Quay area. The group will work on refining their ideas and present them to Council in the fall.

Walk with your Doc

Department staff assisted in organizing the 5th Annual Walk With Your Doc. Over 700 people attended with more than 23 local doctors at the event.



Seniors Week – We have just completed a very successful seniors week. Over 130 local businesses and organization participated in the week and seniors participated in 47 special events and programs. A number of city departments were involved in the week including: Fire Department (Fire Safety Display), Museum (Old Time Fun and Games program), Public Works (watershed tour), Aquatic Centre (Adult Swimming/Gentle Aquafit). Special events were also held at care homes including Abbeyfield, Fir Park Village, Heritage Place, Rainbow Gardens and Echo Village.

Summer Programs – Staff are busy preparing for the summer programs. We have been successful in obtaining funding for 2 positions at the Museum from the Young Canada Works Canadian Museum Association Program and 2 positions in our recreation programs from the Canada Summer Jobs program. The Department is offering a number of new programs including the following:



Social Media Chatter – There has been a number of comments on social media regarding Roger Creek Spray Park and the presence of dogs. Dogs are not banned from the park but as with all parks (other than the dog park at Stirling Field and Dry Creek Park) dogs are to be on leash. Dogs should not be allowed to enter the spray park portion of the park as there are children playing in this area. In regards to the concern about water being recycled in the spray park, the water is not recycled as it is not treated water.

Pickle Ball - the interest in Pickle Ball continues to grow. The Sunshine Club recently hosted a clinic with Hugh Bohm from Parksville who came over to teach the club members how to play.



Recyclables at Ball Fields – We have received a number of comments regarding garbage cans for recycling at ball fields especially during ball tournaments. The Department has a number of cans that are available for groups to use during their tournaments. We will ensure that user groups are aware of the availability of the cans. The installation of permanent recycling containers is problematic in regards to responsibility and logistics for emptying. At this time our budget and staff resources would not cover the installation and collection for the containers.



Bottle Filling Station – With funding support from the ACRD, the bottle filling station is now installed at the Multiplex. When hockey season resumes in the Fall we will be acknowledging the regional district's contribution.

Since the station has been installed we have helped to eliminate waste from 1,128 disposable plastic bottles.



Bike to Work Week – our department helped to coordinate a series of celebration events throughout the whole week of May 29 – June 4. Community members who biked to work, school or other errands dropped by the events to enter for draw prizes, receive snacks and drinks sponsored by local businesses, receive bike tune-up help from local bike shop mechanics and help raise the profile of active transportation. Overall, 136 people registered on bikeworks.ca from Port Alberni – they logged a total of 3508 km during the week, burning 105,239 calories and reducing emission by 760 Kg GHCs.



Youth for Youth – the youth group we are working with held their first event – a coffee house at Gyro Youth Centre. Throughout the evening they had about 35 youth enjoying coffee and snacks. Youth came to perform for their peers (trombone, piano, guitar, flute, karaoke), played games, danced and hung out.



Johnston Road Planters

Being prepared for installation next week



Heritage and Culture Stakeholders Working Group

– This group will hold their first meeting on Monday June 20

New Aquatic Centre – Staff recently met with representatives from the Arena Society to learn about their experiences and to build a strategy based on the lessons they learned.

AV Museum & Heritage Network Report – May 18 – June 7, 2016

- AVM – June 6 – hosted part of the Echo Centre reception for the Emergency Preparedness Drill participants – with 107 guests visiting the Museum to enjoy socializing in the Museum, and view a temporary exhibit and slideshow presenting the events of the 1964 tsunami, as well as other exhibits.
- AVM – ongoing:
 - o Work proceeds on preparations for *Vacation Land: Pleasurable Diversions in the Alberni Valley* – the summer exhibit for the AV Museum. Objects and cases are being installed, and text and image panels prepared and installed.
 - o Two more Museum birthday parties have been held in the last three weeks.
 - o Two summer student positions for the Museum have been filled and plans are being made for their work assignments, starting June 16.
- WVIHS
 - o Supported by private donations, two WVIHS members, Bob East and Cliff West, travelled to Salem Oregon May 24-29 to take part in the American Truck Historical Society show, an international event attracting over 950 trucks. They took the WVIHS 1979 International truck, towing the AV Museum flatbed trailer, carrying the 1947/48 Hayes logging truck from the Museum's McLean Mill collection, as well as promotional material. They made a favourable impression, leading a Dutch group of 31 truck enthusiasts to travel to Port Alberni the following week to take in the Industrial Collection and McLean Mill.
- McLean Mill & APR
 - o Hosted tours from two cruise ship groups - over 200 visitors – in May.
 - o Preparing for the opening of the summer season in June.
 - o Approved to hire six grant-supported summer student jobs.
- Port Alberni Maritime Heritage Society
 - o Has hired three grant-funded summer students for summer programming.

- o Has installed the summer exhibit in the Hutcheson Gallery - *Alberni Outboards: the Cole Collection*.
- o Season opening event will be held June 18 – 12:00 to 4:00.



WVIIHS volunteers Bob East and Cliff West preparing to leave for Salem Oregon, May 24, 2016. Photo courtesy of David Hooper.



AV Museum and WVIIHS trucks on display at the AHS show in Salem Oregon, May 28, 2016. Photo courtesy of Bob East.



AV Museum speeder with WVIIHS volunteer operator Pete Geddes at Port Days event, May 28, 2016.

**Summary Report / Minutes of the Advisory Planning Commission Meeting
(Held on May 19, 2016,
in the Council Chambers at City Hall, at 12:00 p.m.)**

Advisory Planning Commission

Wes Hewitt – Chair
Seva Dhaliwal – Vice-Chair
Hedley Crowther
Vern Barnett
Mark Millin
John Douglas
Councillor Ron Paulson (Alternate–Council)
Jacob Colyn (Parks and Recreation Liaison)
Randy Thoen (P.A.F.D. Liaison)
Larry Ransom - (SD #70 Liaison)
Steve Tatoosh (Alternate Hupacasath First Nation)

Staff

Scott Smith, City Planner
Cara Foden, Planning Technician

Regrets

Jim Tatoosh (Hupacasath First Nation)
Janice Johnson (Tseshah First Nation)
Councillor Chris Alemany (Council Liaison)
S. Sgt. D.N. Dave Paddock - (R.C.M.P. Liaison)

Guests

Charlene Patterson (Applicant)
John Shaw (Applicant)

Alternates (not in attendance)

John Bennie (Alternate S.D.70)
Sgt. Dave Boyce (Alternate–R.C.M.P.)

1. Adoption of April 21, 2016 Minutes

- Introductions were made.
- The minutes of the April 21, 2016 meeting of the Advisory Planning Commission were adopted.

(Douglas / Barnett) CARRIED

2. DEVELOPMENT APPLICATION – Proposed amendment to Zoning Bylaw

6031 River Road

Lot 38, Block 17, District Lot 9, Alberni District, Plan VIP1585 (PID: 007-178-778)

Applicant: T. Shaw

The City Planner summarized his report to the APC dated May 5, 2016.

- The APC discussed the application as follows:
 - MoTI approval is required for bylaw amendments within 800 metres of Highway 4. Comments were provided during the referral stage and MoTI expressed that they have no objections to the proposal.
 - Setbacks will be met and the design plans are suitable. A former dwelling on the site no longer exists and the lot is currently vacant.

- No off-street parking is designated in front of the site however it is permissible for the public to park there. The development will be required to provide off-street parking, as per the zoning bylaw, for duplex dwellings.

MOTIONS:

1. *That the Advisory Planning Commission recommends to City Council that the City proceed with a map amendment to the Schedule A Zoning Bylaw Map to rezone Lot 38, Block 17, District Lot 9, Alberni District, Plan VIP1585 (PID: 007-178-778), located at **6031 River Road**, from 'RR2 Semi Rural Residential' to '**R2 One and Two Family Residential**'.*

(Douglas / Ransom) CARRIED

3. DEVELOPMENT APPLICATION – Proposed amendment to Official Community Plan Bylaw and Zoning Bylaw

4815 Argyle Street (Char's Landing)

Lot 7, Block 41, District Lot 1, Alberni District, Plan 197B (PID: 009-251-162) and Parcel A (being a consolidation of Lots 8 and 9, See FB348042), District Lot 1, Block 41, Alberni District, Plan 197B (PID: 028-218-451)

Applicant: C. Patterson

The City Planner summarized his report to the APC dated May 9, 2016.

- The APC discussed the application as follows:
 - The applicant, C. Patterson, summarized her vision for the operation of Char's Landing as a hostel and residence with commercial space suitable for concerts and community oriented events. She noted that her residence is a significant portion of the lower floor in the building and the guest house / hostel use occupies the other portion of the lower floor. The upper floor is used for commercial purposes and includes a lounge, Food safe kitchen and multipurpose hall.
 - APC members asked the applicant about plans for a restaurant in the building. The applicant indicated that she did not have plans for a restaurant although she is licensed for one. Food is available during events when the bar is open but her intent is to rent the kitchen and the hall to community groups or individuals. Restaurant owners looking for space to operate have indicated to her that the facility is not really suitable for a viable restaurant. The applicant would prefer to focus on concerts and music events.
 - R. Thoen, representing the Port Alberni Fire Department, answered questions about Building and Fire Code requirements that would be triggered with the re-zoning. He indicated to the members that because there was no real change of use being planned for the facility there would not likely be any extra code requirements to be met. The existing building is compliant for all the current uses residential and commercial uses within. The building was originally constructed for "Assembly" use.
 - The applicant indicated that traffic flow was not increasing and that she did not anticipate increased flows as a direct result of a re-zoning because the uses will not be changed.

MOTIONS:

1. That the Advisory Planning Commission recommends to City Council that the City proceed with a map amendment to the Official Community Plan Schedule A Land Use Map to change the designation of Lot 7, Block 41, District Lot 1, Alberni District, Plan 197B (PID: 009-251-162) and Parcel A (being a consolidation of Lots 8 and 9, See FB348042), District Lot 1, Block 41, Alberni District, Plan 197B (PID: 028-218-451), located at 4815 Argyle Street, from 'General Commercial Use' to **'Multi-Family Residential Use'**.
 2. That the Advisory Planning Commission recommends to City Council that the City proceed with a map amendment to the Official Community Plan Schedule B Development Permit Areas Map to change the designation of Lot 7, Block 41, District Lot 1, Alberni District, Plan 197B (PID: 009-251-162) and Parcel A (being a consolidation of Lots 8 and 9, See FB348042), District Lot 1, Block 41, Alberni District, Plan 197B (PID: 028-218-451), located at 4815 Argyle Street, from 'Development Permit Area No. 2 (General Commercial)' to **'Development Permit Area No. 1 (Multiple Family Residential)'**.
 3. That the Advisory Planning Commission recommends to City Council that the City proceed with a map amendment to the Schedule A Zoning Bylaw Map to rezone Lot 7, Block 41, District Lot 1, Alberni District, Plan 197B (PID: 009-251-162) and Parcel A (being a consolidation of Lots 8 and 9, See FB348042), District Lot 1, Block 41, Alberni District, Plan 197B (PID: 028-218-451), located at 4815 Argyle Street, from 'C7 – Core Business' to **'RM3 – High Density Multiple Family Residential'**.
 4. That the Advisory Planning Commission recommends to City Council that the City proceed with text amendments to the Zoning Bylaw as follows:
 - i. Under Section 5.24.5 Site Specific Uses, edit the table to remove the site specific provisions for Parcel A (being a consolidation of Lots 8 and 9, See FB348042), District Lot 1, Block 41, Alberni District, Plan 197B (PID: 028-218-451), located at **4815 Argyle Street (Char's Landing)**.
 - ii. Add Section 5.16.4 Site Specific Uses, and include the following table in that section as follows:
- | Use | Site Address | Site Legal Description |
|---|--------------------|--|
| Hostel
Restaurant
Pub
Assembly | 4815 Argyle Street | Lot 7, Block 41, District Lot 1, Alberni District, Plan 197B (PID: 009-251-162) and Parcel A (being a consolidation of Lots 8 and 9, See FB348042), District Lot 1, Block 41, Alberni District, Plan 197B (PID: 028-218-451) |
5. That the Advisory Planning Commission recommends to City Council that as part of the development process the applicant be required to consolidate the properties into one legal parcel.

(Ransom / Barnett) CARRIED

4. Update - City Planner - Status of current projects.

The City Planner updated the APC with regards to the following:

- Public Hearing date – Monday, May 30, 2015 for:
 - "Zoning Text Amendment T9 (3135 2nd Avenue – K. Ambrose), Bylaw No. 4907"
 - "Zoning Bylaw Map Amendment No. 13 (4981 Ian Avenue – D. Paquette), Bylaw No. 4908"
 - "Zoning Bylaw Map Amendment No. 14 (5820 Pierce Road – R. Van Vliet), Bylaw No. 4909"
- Pending Approval:
 - "Official Community Plan Amendment No. 19 (Burde Street – Phase 2 of Uplands Subdivision), Bylaw No. 4899"
 - "Zoning Text Amendment T8 (Burde Street – Phase 2 of Uplands Subdivision), Bylaw No. 4900"
 - "Zoning Map Amendment No. 11 (Burde Street – Phase 2 of Uplands Subdivision), Bylaw No. 4901"
- Athol apartments – Building Permit for foundation issued.

5. Other business – No other business

6. Adjournment – The meeting adjourned at 12:30 p.m. The next regularly scheduled meeting will be **June 16, 2016** at 12:00 pm in the Committee Room at City Hall.

(Barnett / Crowther) CARRIED

Davina Hartwell - City Clerk



Wes Hewitt - Chair



CITY OF PORT ALBERNI

PLANNING DEPARTMENT REPORT TO THE ADVISORY PLANNING COMMISSION

TO: Advisory Planning Commission

FROM: Scott Smith, City Planner

DATE: May 5, 2016

SUBJECT: DEVELOPMENT APPLICATION - Proposed Zoning Bylaw Amendment
6031 River Road
Lot 38, Block 17, District Lot 9, Alberni District, Plan VIP1585 (PID: 007-178-778)
Applicant: T. Shaw

Issue

To consider an application for an amendment to the Zoning Bylaw (Schedule A – Zoning Map) for property located at 6031 River Road.

Background

The purpose of the application is to amend the Zoning Bylaws to facilitate the construction of a residential duplex.

Official Community Plan and Zoning Bylaw

- a) The Official Community Plan Schedule A - Future Land Use map designation for 6031 River Road is currently **Residential Use**. No map amendment is required.
- b) The Official Community Plan Schedule B – Development Permit Areas map does not include the property in a Development Permit Area. No amendment is required.
- c) The Zoning Bylaw designation for 6031 River Road is currently 'RR2 – Semi Rural Residential'. An amendment to the Schedule A - Zoning Bylaw map is required to designate the property as '**R2 – One and Two Family Residential**'.

Discussion

Surrounding Area

The use in the immediate area is predominately single family residential with several few duplex units in the neighbourhood. There is an unconstructed lane and vacant land to the northeast of the property. River Road Park is to the southwest, directly across from 6031 River Road.

Zoning

The current 'RR2 Semi Rural Residential' zone does not permit a duplex and also requires a minimum lot size of 1160 m² and a minimum frontage of 23 m. The subject property does not meet the minimum size requirement in the RR2 zone.

In order to proceed with the construction of a duplex the applicant is requesting that the property be rezoned to 'R2 One and Two Family Residential'. The subject lot meets both the minimum area and frontage requirements in the R2 zone.

R2 Zone - Requirements for Two Family Dwelling		Subject Lot 38
Minimum Area	700 m ²	735.7 m ²
Minimum Frontage	20 m	20 m

Access

The City of Port Alberni had not received any comments from the Ministry of Transportation as of the date of this report. Any comments from the Ministry will be included in the public hearing information to City Council. It is recommended that only one access be permitted to River Road.

Floodplain

The property is located within the Tsunami Hazard Area and is covered by the City of Port Alberni Floodplain bylaw. The floodplain bylaw has a building elevation requirement of 3.65 metres for the underside of any floor system, supporting a habitable area. The floodplain bylaw relates to providing regulations to protect from potential river flood hazards and was not intended to provide regulations to protect against potential tsunami events.

A survey completed in 2015 (see attached) shows spot elevations on 6031 River Road of 4.45 metres at the front of the property to 3.67 metres on the East side of the unconstructed lane. The natural elevation of the property is above the floodplain bylaw requirement. Although the floodplain bylaw does not provide regulations to protect from potential tsunami events, with the relative low increase in density and the natural elevation of the land the Planning department does not object to the rezoning.

Conclusions

In considering the Official Community Plan and Zoning amendments the Advisory Planning Commission and City Council should consider whether the proposed amendment is appropriate for the site and for the community.

The proposed duplex represents a minor deviation from the intent of keeping residential density low in the floodplain area and the natural elevation of the land is above the City of Port Alberni Floodplain bylaw. The Planning Department does not object to the proposed Zoning bylaw amendment for 6031 River Road that would allow for the construction of a residential duplex.

Recommendation

1. *That the Advisory Planning Commission recommends to City Council that the City proceed with a map amendment to the Schedule A Zoning Bylaw Map to rezone Lot 38, Block 17, District Lot 9, Alberni District, Plan VIP1585 (PID: 007-178-778), located at **6031 River Road**, from 'RR2 Semi Rural Residential' to '**R2 One and Two Family Residential**'.*

Respectfully submitted,

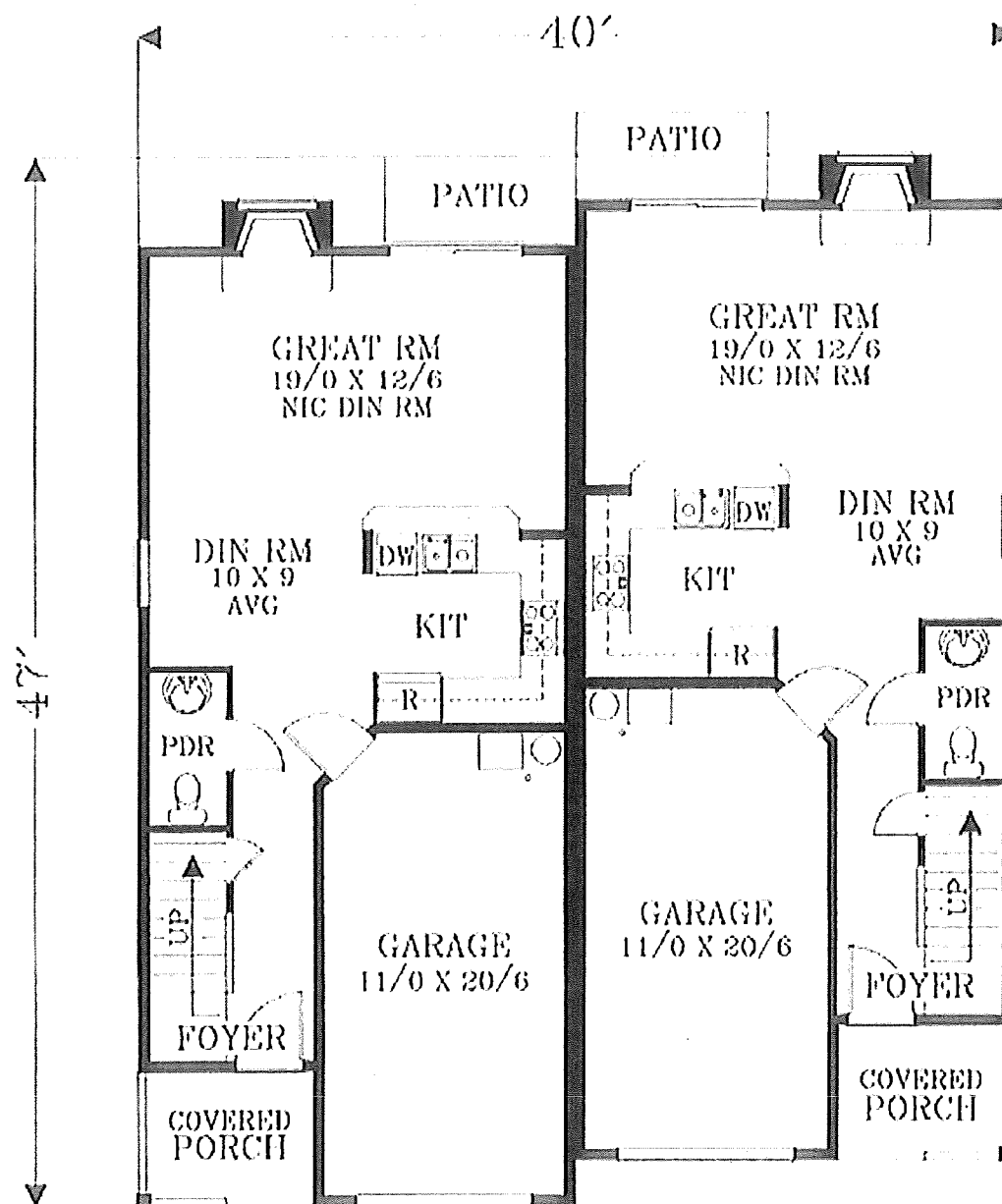


Scott Smith, MCIP
City Planner

SUBJECT PROPERTY – 6031 RIVER ROAD



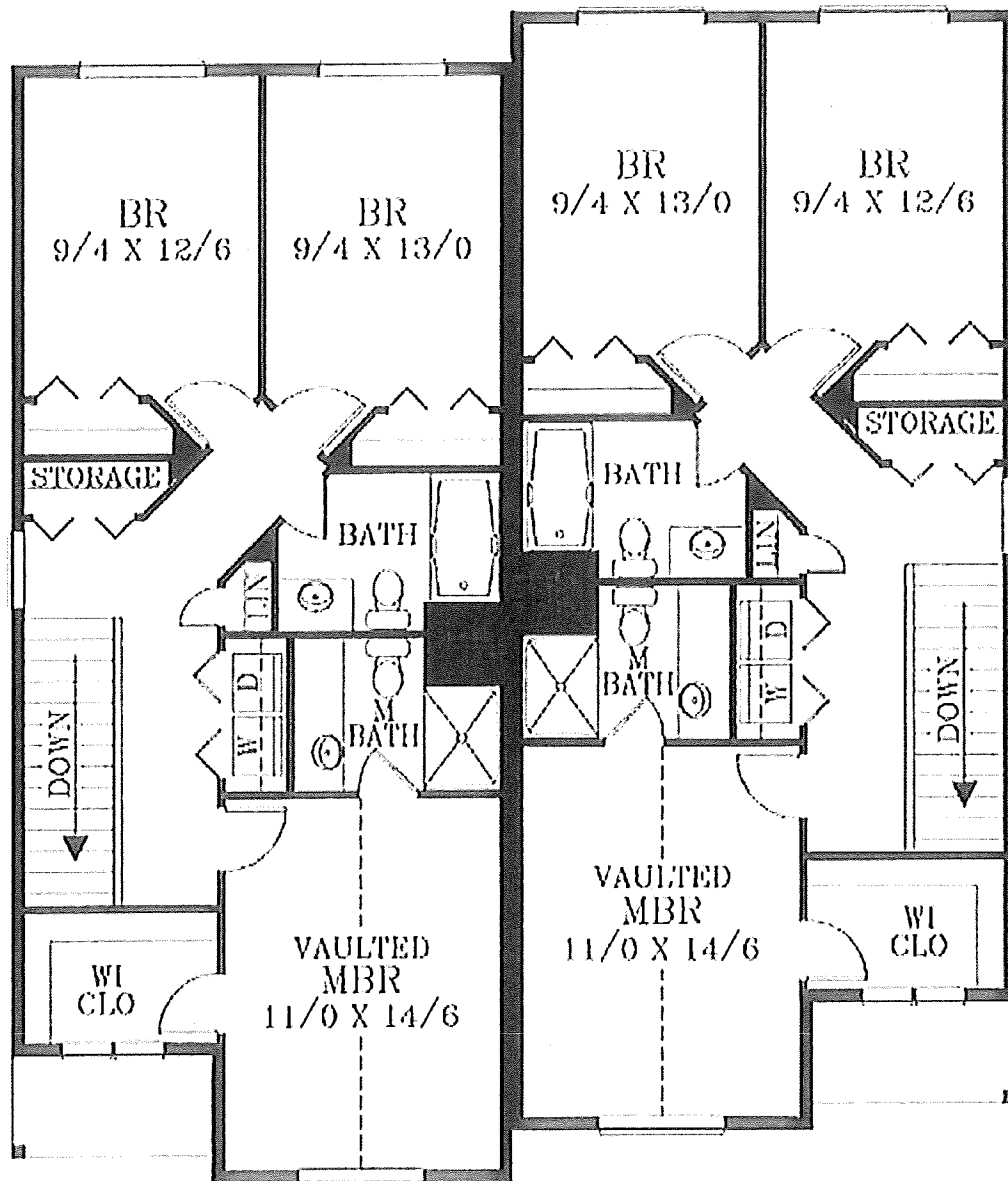




MAIN FLOOR PLAN

569 SQ FT PER UNIT

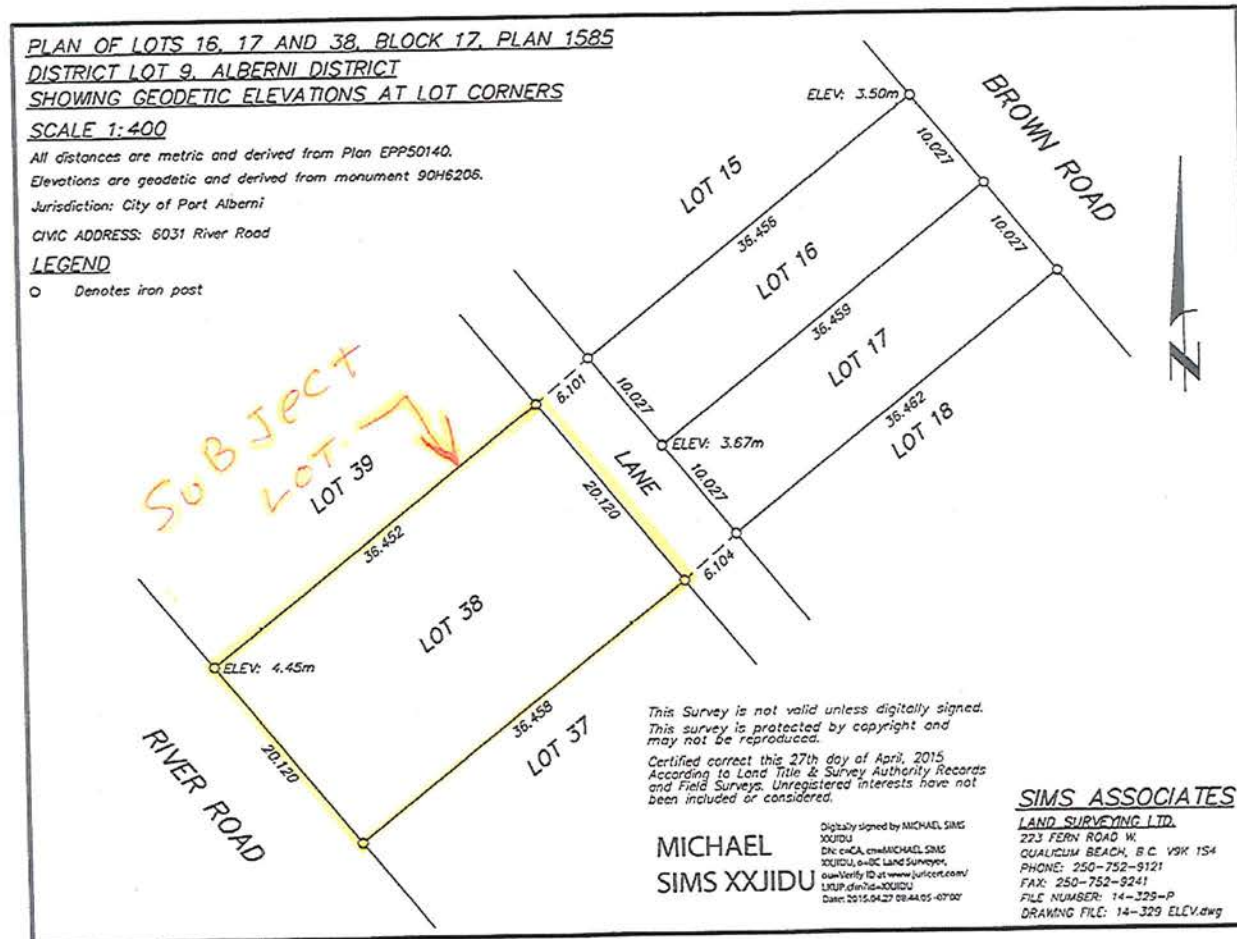
1363 TOTAL SQ FT PER UNIT



UPPER FLOOR PLAN
794 SQ FT PER UNIT

signed14-329 ELEV.pdf | Download

1 of 1



1 of 1

10/07/2015 10:22 AM

Bylaw 4832

R2 – ONE AND TWO FAMILY RESIDENTIAL

- 5.12 The purpose of this *zone* is to establish and maintain quiet, low density neighbourhoods featuring single *family* and two *family* dwellings.

5.12.1 Permitted usesPrincipal UsesSingle *family* dwellingTwo *family* dwellingAccessory Uses

Bed and breakfast

Home occupation

Secondary suite

Supportive housing

5.12.2 Site Development Regulations

Minimum Lot Area

Single <i>family</i> dwelling	500 m ²	(5,382 ft ²)
Single <i>family</i> dwelling with <i>secondary suite</i>	600 m ²	(6,458 ft ²)
Two <i>family</i> dwelling	700 m ²	(7,535 ft ²)

Minimum Frontage

Single <i>family</i> dwelling	15 m	(49.2 ft)
Single <i>family</i> dwelling with <i>secondary suite</i>	15 m	(49.2 ft)
Two <i>family</i> dwelling	20 m	(65.6 ft)

Maximum Coverage 40%

Minimum Setbacks:

Front yard	7.5 m	(24.6 ft)
Rear yard	9 m	(29.5 ft)
Side yard	1.5 m	(4.9 ft)

Maximum Floor Area Ratio 0.5

Maximum Height, Principal Building 10 m (32.8 ft)

Maximum Number of Principal Building Storeys 2.5

Maximum number of residential units per lot 2

5.12.3 Conditions of Use

- (a) Notwithstanding the provisions of 5.12.2:

- (i) On a *corner lot*, the *side yard* by the flanking *street* must be not less than 3.5 metres (11.5 ft) wide.
- (ii) For single *family* dwellings having no carport or attached garage and with no access to the rear or the side of the *lot* from a *street* or *lane*, the minimum *side yard* requirement shall be increased to 3 m (9.8 ft) for one *side yard*.

- (b) For *supportive housing*, the maximum number of persons in care shall not exceed four (4).

Bylaw 4832

- (c) Only one of the three (3) following *accessory uses* is permitted on any *lot*:
bed and breakfast OR *secondary suite* OR *supportive housing*.
- (d) Notwithstanding any other provisions of this bylaw, *secondary suites* are not permitted in a duplex.
- (e) Notwithstanding Section 5.12.1, on *lots* less than 500 m² in area that exist prior to the adoption of this Bylaw, single *family dwelling* is the only permitted *use*.

CITY OF PORT ALBERNI

BYLAW NO. 4911

A BYLAW TO AMEND PORT ALBERNI ZONING BYLAW 2014, NO. 4832

The Municipal Council of the City of Port Alberni in Open Meeting Assembled Enacts as follows:

1. Title

This Bylaw may be known and cited for all purposes as "Zoning Bylaw Map Amendment No. 15 (6031 River Road - Shaw), Bylaw No. 4911".

2. Zoning Amendment

2.1 That Lot 38, Block 17, District Lot 9, Alberni District, Plan VIP1585 (PID: 007-178-778), located at **6031 River Road**, as shown outlined in bold on Schedule A attached hereto, and forming part of this bylaw, is hereby rezoned from 'RR2 Semi Rural Residential' to '**R2 One and Two Family Residential**'.

3. Map Amendment

Schedule "A" (Zoning District Map) which forms an integral part of Port Alberni Zoning Bylaw 2014, No. 4832 is hereby amended to denote the zoning outlined in Section 2 above.

READ A FIRST TIME THIS DAY OF , 2016.

READ A SECOND TIME THIS DAY OF , 2016.

A PUBLIC HEARING WAS HELD THIS DAY OF , 2016.

READ A THIRD TIME THIS DAY OF , 2016.

APPROVED BY THE MINISTRY OF TRANSPORTATION THIS DAY OF , 2016

FINALLY ADOPTED THIS DAY OF , 2016.

Mayor

Clerk

J:\Clerks\Bylaws\BYLAWS\4911_ZoningMapAmendNo15_6031RiverRoad_Shaw_tf.docx

SUBJECT PROPERTY TO BE REZONED TO 'R2 ONE AND TWO FAMILY RESIDENTIAL'

BROWN RD. (Unconstructed portion)

RIVER RD. (HWY. 4)

SOMASS RIVER

VIPT5327

DD EH93046 B

DD FA32243 C

1585

1586

20468

6031

6037

6023

6017

6009

6003

5999

5991

5988

5180

1585

1586

ST.



CITY OF PORT ALBERNI

PLANNING DEPARTMENT REPORT TO THE ADVISORY PLANNING COMMISSION

TO: Advisory Planning Commission

FROM: Scott Smith, City Planner

DATE: May 9, 2016

SUBJECT: **Development Application** - Official Community Plan Bylaw and Zoning Bylaw Amendments
4815 Argyle Street (Char's Landing)
Lot 7, Block 41, District Lot 1, Alberni District, Plan 197B (PID: 009-251-162) and Parcel A (being a consolidation of Lots 8 and 9, See FB348042), District Lot 1, Block 41, Alberni District, Plan 197B (PID: 028-218-451)
Applicant: C. Patterson

Issue

To consider an application for amendments to the Official Community Plan Bylaw (Schedule A – Land Use Map), Official Community Plan Bylaw (Schedule B – Development Permit Areas Map) and the Zoning Bylaw text and Schedule A – Zoning Map for two properties located at 4815 Argyle Street.

Background

The building on the first property at 4815 Argyle Street was originally constructed as a church, but has had a variety of uses over the years. After some significant renovations the building has been operated as Char's Landing over the last several years, with a mix of residential and commercial uses. The owner has an independent residential dwelling unit on the lower level. A three bedroom unit with a shared kitchen and sitting area used to rent out to visiting musicians or guests as a hostel operation is also on the lower level. The 2nd floor of the building is used as a lounge, live music events hall and community rental space. The second property at 4815 Argyle is a vacant parking lot used for parking.

The owner wishes to continue the same operation, but has applied for amendments to become a residential zone with some accessory commercial uses.

Official Community Plan and Zoning Bylaw

- a) The Official Community Plan Schedule A - Future Land Use Map designation for 4815 Argyle Street is currently General Commercial. A map amendment is required to designate the property as '**Multi-Family Residential Use**'.

- b) The Official Community Plan Schedule B – Development Permit Areas Map includes the property in Development Permit Area No. 2 (General Commercial). An amendment is required to change the designation to include the property in **Development Permit Area No. 1 (Multiple Family Residential)**.
- c) The Zoning Bylaw designation for 4815 Argyle Street is currently '**C7 – Core Business**'. A map amendment to the Schedule A - Zoning Bylaw Map is required to designate the property as '**RM3 – High Density Multiple Family Residential**'.
- d) The following text amendments to the Zoning Bylaw are required:
- i. Under Section 5.24.5 Site Specific Uses table, remove Site Specific provisions for *Lot 7, Block 41, District Lot 1, Alberni District, Plan 197B (PID: 009-251-162) and Parcel A (being a consolidation of Lots 8 and 9, See FB348042), District Lot 1, Block 41, Alberni District, Plan 197B (PID: 028-218-451)*, located at **4815 Argyle Street** (Char's Landing).

- ii. Add Section 5.16.4 Site Specific Uses and include a table in that section as follows:

Use	Site Address	Site Legal Description
Hostel Restaurant Pub Assembly	4815 Argyle Street	<i>Lot 7, Block 41, District Lot 1, Alberni District, Plan 197B (PID: 009-251-162) and Parcel A (being a consolidation of Lots 8 and 9, See FB348042), District Lot 1, Block 41, Alberni District, Plan 197B (PID: 028-218-451)</i>

Discussion

The property is on the edge of the Uptown Core Business district and is surrounded by a mix of residential, commercial and public uses. To the south, across Argyle Street, are the offices for City of Port Alberni and Alberni Clayoquot Regional District. Located to the southwest are the Capitol Theatre and a number of commercial uses further west on both side of Argyle Street. To the southeast, east and north are a mix of single family, duplex and multi-family residential uses. A large 40 unit, multi-family apartment building is directly east, across 5th Avenue.

Under the current C7 zone, no parking was required for the commercial uses. The vacant lot has provided parking for events held in the building. Under the proposed RM3 zone some off-street parking is required and the vacant lot should be consolidated with the building lot to provide for the required parking. The property at 4815 Argyle Street is currently two legal parcels. Separately the properties do not meet the minimum lot area or frontage requirements of the RM3 zone, but together they would exceed the requirements. Therefore it is recommended that the properties be consolidated into one legal parcel.

The building will not meet the setback of the proposed RM3 zone, but will have non-conforming protection. Any new construction or addition would need to meet the setbacks of the RM3 zone or apply for a Development Variance Permit.

Conclusions

In considering the Official Community Plan and Zoning amendments the Advisory Planning Commission and City Council should consider whether the proposed amendments are appropriate for the site and for the community.

The unique architecture of the building makes it appropriate for the current mix of residential and commercial uses. The location of the property on the edge of the Uptown Core Business district makes the consideration of the RM3 zone and site specific commercial uses reasonable. Even if the existing use of the property does not change substantially, from a land use planning perspective the RM3 – High Density Family zone is appropriate for 4815 Argyle Street.

The Planning Department does not object to the OCP and Zoning amendments.

Recommendations

1. *That the Advisory Planning Commission recommends to City Council that the City proceed with a map amendment to the Official Community Plan Schedule A Land Use Map to change the designation of Lot 7, Block 41, District Lot 1, Alberni District, Plan 197B (PID: 009-251-162) and Parcel A (being a consolidation of Lots 8 and 9, See FB348042), District Lot 1, Block 41, Alberni District, Plan 197B (PID: 028-218-451), located at 4815 Argyle Street, from 'General Commercial Use' to **'Multi-Family Residential Use'**.*
2. *That the Advisory Planning Commission recommends to City Council that the City proceed with a map amendment to the Official Community Plan Schedule B Development Permit Areas Map to change the designation of Lot 7, Block 41, District Lot 1, Alberni District, Plan 197B (PID: 009-251-162) and Parcel A (being a consolidation of Lots 8 and 9, See FB348042), District Lot 1, Block 41, Alberni District, Plan 197B (PID: 028-218-451), located at 4815 Argyle Street, from 'Development Permit Area No. 2 (General Commercial)' to **'Development Permit Area No. 1 (Multiple Family Residential)'**.*
3. *That the Advisory Planning Commission recommends to City Council that the City proceed with a map amendment to the Schedule A Zoning Bylaw Map to rezone Lot 7, Block 41, District Lot 1, Alberni District, Plan 197B (PID: 009-251-162) and Parcel A (being a consolidation of Lots 8 and 9, See FB348042), District Lot 1, Block 41, Alberni District, Plan 197B (PID: 028-218-451), located at 4815 Argyle Street, from 'C7 – Core Business' to **'RM3 – High Density Multiple Family Residential'**.*
4. *That the Advisory Planning Commission recommends to City Council that the City proceed with text amendments to the Zoning Bylaw as follows:*
 - i. *Under Section 5.24.5 Site Specific Uses, edit the table to remove the site specific provisions for Parcel A (being a consolidation of Lots 8 and 9, See FB348042), District Lot 1, Block 41, Alberni District, Plan 197B (PID: 028-218-451), located at **4815 Argyle Street (Char's Landing)**.*

- ii. Add Section 5.16.4 Site Specific Uses, and include the following table in that section as follows:

Use	Site Address	Site Legal Description
Hostel Restaurant Pub Assembly	4815 Argyle Street	Lot 7, Block 41, District Lot 1, Alberni District, Plan 197B (PID: 009-251-162) and Parcel A (being a consolidation of Lots 8 and 9, See FB348042), District Lot 1, Block 41, Alberni District, Plan 197B (PID: 028-218-451)

5. That the Advisory Planning Commission recommends to City Council that as part of the development process the applicant be required to consolidate the properties into one legal parcel.

Respectfully submitted,

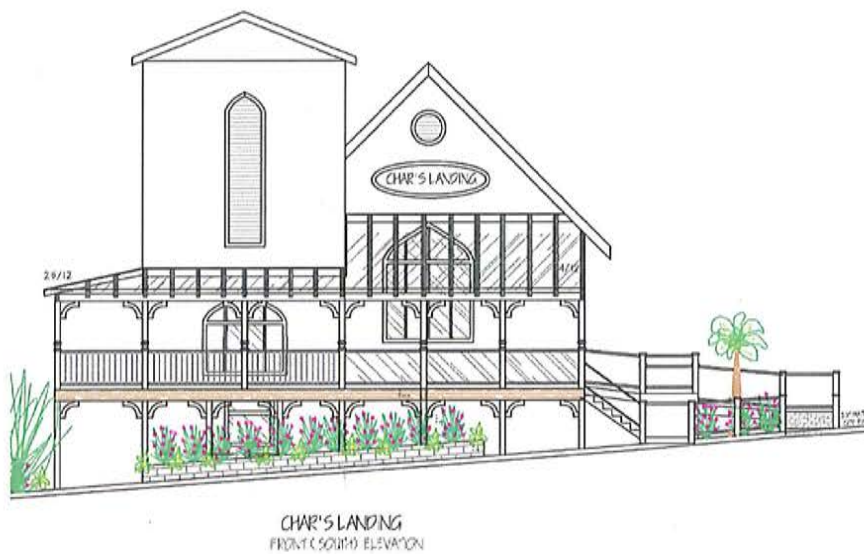
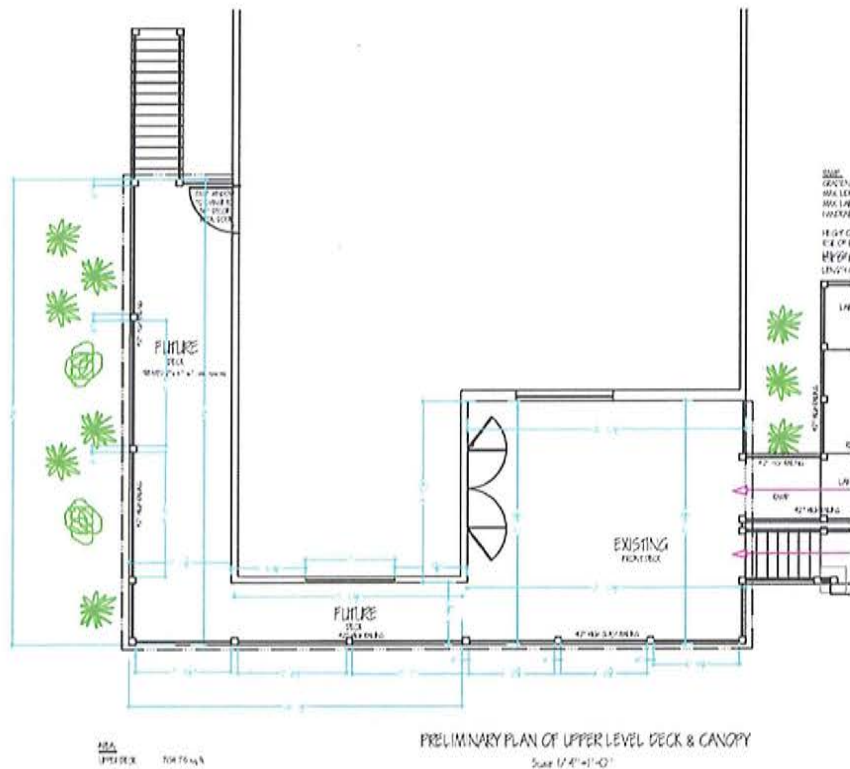


Scott Smith, MCIP
City Planner

SUBJECT SITE – 4815 Argyle Street







Bylaw 4832

RM3 – HIGH DENSITY MULTIPLE FAMILY RESIDENTIAL

5.16 The purpose of this zone is to provide for higher density multiple *family* residential development.

5.16.1 Permitted usesPrincipal Uses

Boarding and lodging

Community care facility

Multiple *family* dwellingsSingle *family* dwellingTwo *family* dwellingAccessory Uses

Home occupation

5.16.2 Site Development Regulations

Minimum Lot Area

Multiple <i>family</i> dwelling	1,120 m ²	(12,056 ft ²)
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Minimum Frontage

Multiple <i>family</i> dwelling	30 m	98.4 ft
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Maximum Coverage

50%

Minimum Setbacks:

Front yard	6 m	(19.7 ft)
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Rear yard	9 m	(29.5 ft)
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Side yard	5 m	(16.4 ft)
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Maximum Floor Area Ratio

1.2

Maximum Height, Principal Building

14 m (45.9 ft)

Maximum Number of Principal Building Storeys

4

5.16.3 Conditions of Use

(a) Notwithstanding the provisions of 5.16.2, *useable open space* shall be provided on the *lot* at the rate of not less than 45 m² (484.4 ft²) for each *dwelling* unit containing 3 or more bedrooms, and not less than 18 m² (193.3 ft²) for each *dwelling* unit of smaller size.

(b) Groups of single and two *family* or multiple *family* dwellings are permitted, as an exception to Section 6.1 of this bylaw.

(c) *Density bonusing* may be utilized as follows:

(i) Where greater than seventy-five (75%) of the required off-street parking is provided *underground* or enclosed underneath the principal building, the maximum *floor area ratio* may be increased by 0.1; and

(ii) Where elevators are provided and a minimum of ten percent (10%) of the *dwelling* units are designed as *accessible*, the maximum permitted *floor area ratio* may be increased by a maximum of 0.1; and

Bylaw 4832

- (iii) Where a minimum of ten percent (10%) of the *dwelling* units are designated as affordable, as specified in a *Housing Agreement* and where the owners enter into a *Housing Agreement* with the City, and where this Agreement is filed with the Land Title Office, the permitted maximum *floor area ratio* of the principal *building* may be increased by a maximum of 0.1.
- (e) In multi-*family* residential zones, *home occupation* as a permitted *use* is restricted to *office* space for a business which is lawfully carried on at another location.
- (f) Site development for single *family* and two *family* dwellings must be in accordance with R2 zone regulations provided in Sections 5.12.2 and 5.12.3.

CITY OF PORT ALBERNI

BYLAW NO. 4912

A BYLAW TO AMEND THE OFFICIAL COMMUNITY PLAN FOR THE CITY OF PORT ALBERNI

The Municipal Council of the City of Port Alberni in Open Meeting Assembled Enacts as follows:

1. Title

This Bylaw may be known and cited for all purposes as "**Official Community Plan Amendment No. 21 (4815 Argyle Street - Patterson), Bylaw No. 4912**".

2. Official Community Plan Map Amendments

2.1 **Schedule A (Land Use Map)** that forms an integral part of Official Community Plan Bylaw, No. 4602 is hereby amended to change the designation Lot 7, Block 41, District Lot 1, Alberni District, Plan 197B (PID: 009-251-162) and Parcel A (being a consolidation of Lots 8 and 9, See FB348042), District Lot 1, Block 41, Alberni District, Plan 197B (PID: 028-218-451), located at **4815 Argyle Street**, from 'General Commercial' use to '**Multi-Family Residential**' use as shown outlined in bold on Schedule "A" attached hereto and forming part of this bylaw.

2.2 **Schedule B (Development Permit Areas Map)** that forms an integral part of Official Community Plan Bylaw, No. 4602 is hereby amended to change the designation of Lot 7, Block 41, District Lot 1, Alberni District, Plan 197B (PID: 009-251-162) and Parcel A (being a consolidation of Lots 8 and 9, See FB348042), District Lot 1, Block 41, Alberni District, Plan 197B (PID: 028-218-451), located at **4815 Argyle Street**, from Development Permit Area No. 2 (Commercial Development) to **Development Permit Area No. 1 – (Multiple Family Residential)** as shown outlined in bold on Schedule "A" attached hereto and forming part of this bylaw.

READ A FIRST TIME THIS DAY OF , 2016.

READ A SECOND TIME THIS DAY OF , 2016.

A PUBLIC HEARING WAS HELD THIS DAY OF , 2016.

READ A THIRD TIME THIS DAY OF , 2016.

FINALLY ADOPTED THIS DAY OF , 2016.

Mayor

Clerk

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CITY OF PORT ALBERNI

BYLAW NO. 4913

A BYLAW TO AMEND PORT ALBERNI ZONING BYLAW 2014, NO. 4832

The Municipal Council of the City of Port Alberni in Open Meeting Assembled Enacts as follows:

1. Title

This Bylaw may be known and cited for all purposes as "**Zoning Map Amendment No. 16 (4815 Argyle Street - Patterson), Bylaw No. 4913**".

2. Zoning Amendment

2.1 That Lot 7, Block 41, District Lot 1, Alberni District, Plan 197B (PID: 009-251-162) and; Parcel A (being a consolidation of Lots 8 and 9, See FB348042), District Lot 1, Block 41, Alberni District, Plan 197B (PID: 028-218-451), located at **4815 Argyle Street**, as shown outlined in bold on Schedule A attached hereto, and forming part of this bylaw, is hereby rezoned from 'C7 – Core Business' to '**RM3 – High Density Multiple Family Residential**'.

3. Map Amendment

Schedule "A" (Zoning District Map) which forms an integral part of Port Alberni Zoning Bylaw 2014, No. 4832 is hereby amended to denote the zoning outlined in Section 2 above.

READ A FIRST TIME THIS DAY OF , 2016.

READ A SECOND TIME THIS DAY OF , 2016.

A PUBLIC HEARING WAS HELD THIS DAY OF , 2016.

READ A THIRD TIME THIS DAY OF , 2016.

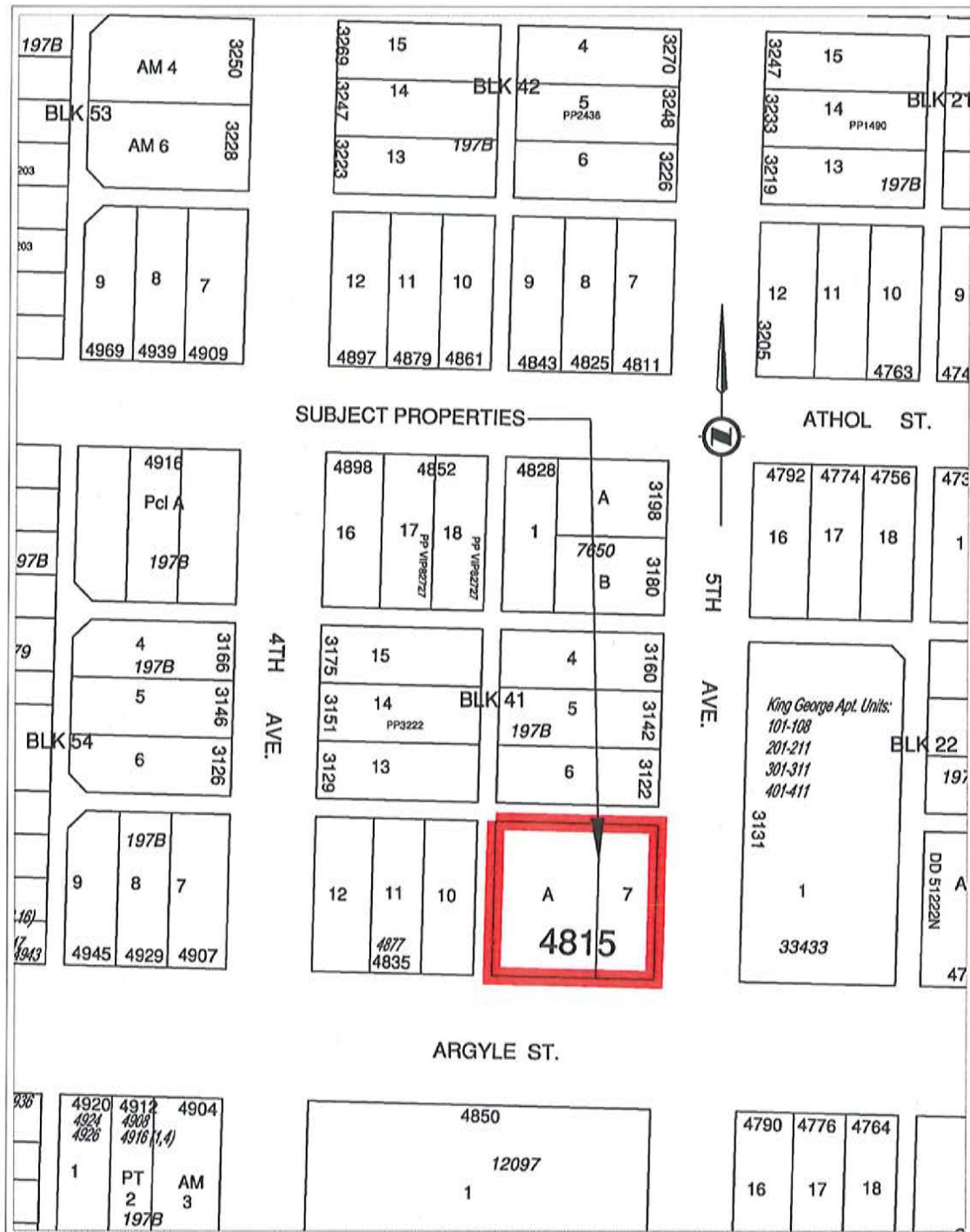
FINALLY ADOPTED THIS DAY OF , 2016.

Mayor

Clerk

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Schedule "A" to Bylaw No. 4913



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CITY OF PORT ALBERNI

BYLAW NO. 4914

A BYLAW TO AMEND PORT ALBERNI ZONING BYLAW 2014, NO. 4832

The Municipal Council of the City of Port Alberni in Open Meeting Assembled Enacts as follows:

1. Title

This Bylaw may be known and cited for all purposes as **"Zoning Text Amendment T10 (Site Specific Use – RM3 High Density Multiple Family Residential), Bylaw No. 4914"**.

2. Zoning Text Amendment

Port Alberni Zoning Bylaw 2014, No. 4832 is hereby amended as follows:

- a) Under Section 5.24.5 Site Specific Uses, edit the table to delete the site specific provisions for Parcel A (being a consolidation of Lots 8 and 9, See FB348042), District Lot 1, Block 41, Alberni District, Plan 197B (PID: 028-218-451), located at **4815 Argyle Street**.
- b) Add Section 5.16.4 Site Specific Uses, and add the following table in that section, as follows:

Accessory Uses	Site Address	Site Legal Description
Hostel Restaurant Pub Assembly	4815 Argyle Street	Lot 7, Block 41, District Lot 1, Alberni District, Plan 197B (PID: 009-251-162) and Parcel A (being a consolidation of Lots 8 and 9, See FB348042), District Lot 1, Block 41, Alberni District, Plan 197B (PID: 028-218-451)

READ A FIRST TIME THIS DAY OF , 2016.

READ A SECOND TIME THIS DAY OF , 2016.

A PUBLIC HEARING WAS HELD THIS DAY OF , 2016.

READ A THIRD TIME THIS DAY OF , 2016.

FINALLY ADOPTED THIS DAY OF , 2016.

Mayor

Clerk

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**REPORT OF THE PUBLIC HEARING HELD ON MONDAY, MAY 30, 2016
AT 5:00 PM IN COUNCIL CHAMBERS TO HEAR REPRESENTATION RELATIVE TO
PROPOSED AMENDMENTS TO THE ZONING BYLAW**

PRESENT:

Council:	Mayor Ruttan (Chair) Councillor Alemany Councillor McLeman Councillor Minions Councillor Paulson Councillor Sauvè Councillor Washington
City Staff:	Tim Pley, A/City Manager Jake Martens, Deputy City Clerk Scott Smith, City Planner

Members of the Public: 15

The Chair explained the Public Hearing procedures for the meeting.

Part A - Applicant: K. Ambrose, 3152 - 2nd Avenue

A1. Description of the Application

The Deputy City Clerk provided a summary of the application:

K. Ambrose is applying to amend the text of the Zoning Bylaw to add "Public Market" as a permitted use in the C3 - Service Commercial Zone to facilitate the operation of a "Public Market" 3135 2nd Avenue.

The proposed bylaw is "Zoning Text Amendment T9 (3135 - 2nd Avenue K. Ambrose), Bylaw No. 4907".

A2. Background Information from the City Planner

The City Planner provided background information regarding the proposed amendments by way of summarizing his report of May 20, 2016, attached hereto and forming part of this report.

A3. Correspondence

None

A4. Late Correspondence Regarding the Matter

None

A5. Input from the Public regarding the Bylaw

Keith Ambrose, 3147 2nd Avenue, described his application to develop a market for local food and craft products. He expressed that the response he's received from the community has been positive with 3-4 vendors now operating.

Marie Knoll expressed her support for the market as one of the vendors.

A6. Questions from Council:

In response to questions from Council, Mr. Ambrose advised:

- That the site can accommodate up to 10 vendors each with their own table.
- The market is private, focused on homemade food sales, with a basic set of rules to guide vendors.
- The current operating hours are 12:00pm – 6:00pm on Friday and 10:00am – 2:00pm on Saturday.
- That he does not perceive any competition with the other markets in the community.
- There is no room available on the site for any future expansion of the market.

Part B - Applicant: D. Paquette, 4981 Ian Avenue

B1. Description of the Application

The Deputy City Clerk provided a summary of the application:

D. Paquette is applying to amend the Zoning Bylaw to facilitate the subdivision of the property into 4 residential parcels.

The proposed bylaw is "Zoning Bylaw Map Amendment No. 13 (4981 Ian Avenue - D. Paquette), Bylaw No. 4908".

B2. Background Information from the City Planner

The City Planner provided background information regarding the proposed amendments by way of summarizing his report of May 20, 2016, attached hereto and forming part of this report.

B3. Correspondence

Dana Paquette

Letter received May 20, 2016 requesting an extension of nine months before having to remove the house and shop on 4981 Ian Avenue.

B4. Late Correspondence Regarding the Matter

None

B5. Input from the Public regarding the Bylaw

Liz Bernstein, 4963 Ian Avenue, expressed concern regarding lawn maintenance and appearance, increased traffic on Cox Road, the condition of the existing buildings, and the potential difference in the setback of the new homes along Ian Avenue.

Dana Paquette expressed his appreciation to the neighbourhood for their patience and advised that he looks forward to developing this property in a way that will fit with and benefit the area.

B6. Questions from Council:

In response to questions from Council, Mr. Paquette advised:

- That he intends to provide the neighbours with his business card so they can directly report any problems with the current building tenants.
- No drawings have been completed yet of the proposed developments.
- He hopes to have the buildings to lockup within nine months but it is still very early in the planning stage.
- He doesn't feel that the developments would create any additional traffic along Cox Road.
- Would be open to having a covenant on the property to ensure the existing buildings are demolished.

Part C - Applicant: R. Van Vliet, 5820 Pierce Road

C1. Description of the Application

The Deputy City Clerk provided a summary of the application:

R. Van Vliet is applying to amend the Zoning Bylaw to facilitate a subdivision of the property into 2 residential parcels.

The proposed bylaw is "Zoning Bylaw Map Amendment No. 14 (5820 Pierce Road - R. Van Vliet), Bylaw No. 4909".

C2. Background Information from the City Planner

The City Planner provided background information regarding the proposed amendments by way of summarizing his report of May 20, 2016, attached hereto and forming part of this report.

C3. Correspondence

None

C4. Late Correspondence Regarding the Matter

None

C5. Input from the Public regarding the Bylaw

None

C6. Questions from Council:

In response to a question from Council, the City Planner confirmed that two panhandle lots would be created with legal access for both lots.

7. Calling for any Further Input:

The Chair asked for any further input from the public.

Keith Ambrose outlined his perspective that the proposed market is not in competition with the others within the community.

Kim Mack, a vendor at the market, expressed concern regarding the conflict between the two primary markets and outlined the need for alternatives such as the one proposed by Mr. Ambrose.

The Chair called a second time for input.

Dana Paquette addressed the concern regarding increased traffic on Cox Road and outlined his belief that no additional traffic would be created.

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

8. Closing Remarks by the Chair:

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

It was moved and seconded:

That the Public Hearing terminate at 5:55 pm.

CARRIED

Pursuant to Sections 464, 465 and 466 of the *Local Government Act*, I hereby certify the foregoing to be a fair and accurate summary of the representations made at the Public Hearing held May 30, 2016 regarding:

- "Zoning Text Amendment T9 (3135 - 2nd Avenue K. Ambrose), Bylaw No. 4907"
- "Zoning Bylaw Map Amendment No. 13 (4981 Ian Avenue - D. Paquette), Bylaw No. 4908".
- "Zoning Bylaw Map Amendment No. 14 (5820 Pierce Road - R. Van Vliet), Bylaw No. 4909".

Jake Martens
Deputy City Clerk/Communications Coordinator

J:\Clerks\PublicHearing\2016\2ndAve_IanAve_PierceRd\Report_jmac.doc

c. Director of Community Services

May 23
2016

Dear City of Port Alberni
% Mayor + Council

RECEIVED

MAY 24 2016

CITY OF PORT ALBERNI

I am a 75 year old
Senior who loves to go Sea
Kayaking - launching from Canal
Beach. I kayak mostly alone.
I am a small man who just
recently had a stroke, so I don't
have my usual + normal strength.
Carrying my kayak and gear
from the car parking lot is very
hard for me.

I would like you to please
allow people like me to drive
right down closer to the water
to launch my kayak - near where
that pier is with a concrete pad.

-Can you please create a
gravel area off the end of the
parking lot down to the water so
I can launch my kayak?

Please - Thank you

Eric Hockaday

5028-B Montrose St

Port Alberni

V9Y-1H2

ENTERED



ALBERNI DISTRICT FALL FAIR ASSOCIATION

RECEIVED

JUN 06 2016

CITY OF PORT ALBERNI

Mayor Mike Ruttan,
City of Port Alberni
c/o Jake Martyn

Re: 2016 Alberni District Fall Fair – September 8,9,10, 11th

The 2016 Fall Fair planning is well underway. Our Board of Directors have been meeting since January to ensure that the community once again is able to enjoy what we feel is the #1 destination for family entertainment in the Alberni Valley. The fall fair generates a substantial economic impact to the community, as we draw in 18, 000 visitors over the 4 days some utilizing local accommodation et, We use local suppliers as does West Coast Amusements our major contractor during the fair.

This year we will once again be giving back to the community on the first evening with free admission for anyone bringing an non- perishable item or just a \$2.00 admission charge if not. West Coast Amusements offers discounted rides at \$3.00 each that day. We want to ensure we do our due diligence to make sure the community can participate.

As some of the following requests are time sensitive, I am including all in this letter:

1. To allow the Fall Fair to hold our annual parade that is planned for Saturday Sept 10th starting at 11am from Burde Street along to Hollywood Street. The Arrowsmith Amateur Radio Club oversees our marshaling of entries and we will once again be having Ace Flagging looking after all road closer and directing traffic. Signage will be put up of the parade in process for one hour to all traffic entering the city. All emergency departments such as the RCMP, Ambulance and Fire will be notified, as will City Transit.
2. We would like to extend an invitation to the Mayor to participate in the 2016 Fall Fair parade. If a vehicle to ride in the parade is required please let us know well in advance so it can be coordinated.
3. To allow the Fall Fair to have our annual Car Raffle of a 2016 Rav 4 at the corner of River Road and Beaver Creek Rd., next to Solda's for the duration of the 2016 Salmon Festival September 2nd through 5th 2016 for the purpose of selling raffle tickets. All money generated from this raffle go towards paying our User Groups that help out the fair and some of our qualified expenses.
4. An extended invitation to the Mayor or designate to participate in the Opening Ceremonies for Logger Sports on Sunday September 11th. Gate passes will be forwarded prior to that day.

Thank you in advance for your continued support of the Alberni District Fall Fair.

Sincerely,

Ann Siddall
Administrator

ENTERED

H.2



Vancouver Island
Crisis Society

RECEIVED

MAY 30 2016

CITY OF PORT ALBERNI

Mayor Mike Ruttan
4850 Argyle Street
Port Alberni BC V9Y 1V8

Dear Sir or Madam,

**97% of Canadians Use Mobile Phones At Home
Canada Leads the World in Internet Usage**

The Vancouver Island Crisis Line is an emergency service and statistics show that reaching out to talk to someone in a time of crisis can prevent thoughts of suicide from becoming actions. This service saves lives daily and it should be a priority that it is available to all, no matter the age or the vicinity. In the past year many of our community partners reported that their clients only have the ability to communicate via text due to financial strain or isolation.

**Last Year the Crisis Line Received Over 30,000 Calls
15% Involved an Element of Suicide – 45% Were Mental Health Related**

The world is changing and it is incumbent on us to keep up with these changes. It can be difficult to incorporate new technology but if we don't the people we support will soon be left behind. When providing services for people we are cognizant of the needs of the people we serve. Many groups from some of our smaller islands or on the north end of the Island are isolated and may not be using land lines. Now they too have an avenue to connect to support services. As well, some people suffer from social anxiety and can only reach out through social media to connect for emotional support.

**Crisis Text & Chat – A Huge Hit for All Ages
35% under 18 - 56% between ages 19 – 40 - 9% Over age 40**

Crisis Chat is just coming up on the 3rd anniversary for the Vancouver Island Crisis Society and in the past year has seen a 27% increase while Crisis Text, which is a mere 1½ years old, has seen a climb in the last year of 53%. Surprisingly enough those connecting for support are of all ages.

Since offering Chat & Text ages 18 & under accessing support has more than doubled!

Crisis Chat and Crisis Text are currently limited from 6 to 10 nightly despite numerous requests for expanded hours. Unfortunately, these services are at risk of being shut down as sustainable funding is unavailable. The addition of these two services is currently funded completely by private donation. In order to continue operating Crisis Chat and Crisis Text we need \$40,000 this year.

EVERY DOLLAR HAS THE OPPORTUNITY TO SAVE A LIFE!

Page 1 of 2

ENTERED

Knowing that you and your organization care deeply about the people in our community, we hope that you will consider adding the Vancouver Island Crisis Society to your list of donation recipients this year. We are delighted to have a representative meet with you to speak about our programs and answer your questions, at your convenience (please call 250-753-2495). We have served this community for the past 45 years and are committed to sharing these important messages. Together, we can lessen the impact of suicide and increase access to support for all ages.

Thank you for your generous consideration. As well, we share our heartfelt thanks once again to those organizations and individuals who have previously supported the Crisis Society. We hope you will continue to do so to help make our community Suicide Safer.

Warm regards,



Elizabeth Newcombe
Executive Director
Vancouver Island Crisis Society
250-753-2495 ext 114
elizabeth@vicrisis.ca
www.vicrisis.ca

June 6, 2016

To: Port Alberni City Council

Re: Request for Storage Space

A group of health care providers in Port Alberni have come together to raise funds to bring a Baby Bed Project for west coast families and their newborns. This group consists of a local pediatrician, and nurses representing Maternity, Public Health and Nuuchah-Nulth. The Baby Bed Project is similar to the baby boxes that Finland distributes to their new families. The baby box has been shown to have a positive impact on reducing the incidence of SIDS (Sudden Infant Death) as it provides a safe sleep environment for babies. We have included our proposal with this letter which provides the background information on the benefit the Baby Bed will have for our West Coast Families.

Port Alberni and the West Coast Communities have approximately 300 births per year. We will be receiving a shipment of 300 flat-packed Baby Beds and Baby Content by mid-July with a plan to distribute the beds throughout the year as mothers approach their delivery date or soon after they deliver their babies.

The size of this shipment will be 5 pallets, and each pallet is 40"x48" and approximately 80" high. Storage space for the baby beds will be a challenge for all our health facilities. When they are ready for use each box is expanded to the size of 12" h, 28" l, 18" w. We hope to prepare about 50 boxes at one time for distribution through Public Health and NTC nursing office.

The WCGH, Public Health Unit and NTC nursing office have very limited space and therefore storage will be our next greatest challenge.

We request that City Council may consider if there is any available space for storage of the Baby Beds and to donate this space as a way to support a Safe Sleep Program for our Port Alberni and West Coast Babies.

We appreciate your time in this matter. If additional information would be helpful we will be happy to attend a future City Council meeting. We look forward to your reply.

Sincerely

Glenda Bertolucci, RN,BSN

(Representative of Baby Bed Committee)

ENTERED

Safe Sleep For Our West Coast Babies

*"The Baby Bed is more than a gift. . . I felt like it was put together with a lot of thought and love and effort"**

BACKGROUND:

In the first year of a baby's life it has been shown that safe sleep practices can have a significant impact on decreasing the incidence of SIDS (Sudden Infant Death). Assuring a baby has a safe sleeping surface is the core of all safe sleep.



Various initiatives have occurred to address the need to ensure safe sleep for babies. One example is the Finnish Baby Box program that has been active for the last 75 years. All Finnish families receive a Baby Box that provides a safe sleeping environment and also provides basic baby essentials for the first days of life. This program has been identified as helping Finland achieve one of the lowest infant mortality rates in the world.

"The Finnish people were brilliant to start it, and we were brilliant to jump on board".

Recently the Cowichan Valley received funding to adopt a similar Baby Bed Program for all families delivering at the Cowichan District Hospital. The Cowichan Valley was chosen for this initiative to pilot the program within an Island Health context. Infant mortality rates in the Cowichan Valley are reflective of IMR rates elsewhere on the Island and are higher than provincial rates. The program is universally delivered (to all families). In addition to providing a safe sleep place for baby the program can also help families in poverty that can find it challenging to invest in a crib or bassinette. This can lead to unsafe practices around co-sleeping. Over the past seven months 305 beds have been provided to women who live in the Cowichan Valley area.. The feedback families provided has been overwhelmingly positive.

"Loved it. loved everything about it. We are new to the community and receiving this package felt like such a wonderful personal touch".

The Port Alberni area has infant mortality rates and child poverty that are comparable to the Cowichan Valley. Perinatal care providers in the Port Alberni area believe a Baby Bed Program could have a positive impact upon the lives of local families and decrease the incidence of SIDS.

"Sleep is a sensitive topic. My nephew died of SIDS and it was devastating. This program gives women a chance for women to talk about safe sleep with the nurse"

GOAL:

The goals of the Baby Bed Program are:

- To increase awareness and practice of safe sleep
- To provide a safe sleep alternative (vs. putting baby to sleep on couch, adult bed)
- To give families an opportunity to connect with the Community Healthcare Service Providers and in turn increase family awareness of many health promotion practices (vaccine program, parenting supports and education).
- To celebrate the birth of a new baby. Welcoming our new family to our communities.

"This is such an amazing program and package. We were so grateful to receive all the useful stuff".

PROPOSAL:

- The Baby Bed serves as baby's first bed and helps to ensure safe sleep practices and positioning of infant. Inside of the bed there is a number of educational materials and gifts for mother and baby to help best prepare for a strong and healthy start.
- Some examples of items could be:
 - Sleep space made from environmentally safe, materials (to be determined with Community input including First Nations) that would hold a baby up to 30 lbs.
 - Firm mattress and fitted sheet.
 - Nursing pads, Lanoline nipple cream
 - Sanitary pads
 - Baby books
 - Sleeper, Onesie, blanket, bath supplies
 - Dental care Starter kit for mom and baby



- This project will have WCGH perinatal providers working in partnership with the Westcoast community, Nuuchahnulth First Nations and Public Health. Sensitivity to respecting cultural values will be inclusive throughout the process. The Nuuchahnulth Hupiiimin wiikshahiiy'ap (Nursing Services) will participate in planning, implementation and evaluation of the programs.
 - Nuuchahnulth Tribal Council nurses are concerned about the high rate of SIDS in their client population. Our Health Area has the highest rate of teen-age pregnancies in BC.
 - Sleep safety is an on-going issue. First Nation Parents often state that sleeping with their newborn is traditional. In fact, Nuuchahnulth people made baskets of cedar called a naay?aq?at'u to place a newborn in. In partnership with knowledgeable Nuuchahnulth people, nurses will develop a program based on this practice. It will complement an existing baby-welcoming ceremony (Ninayaqsha) and the gift of a hand-made baby blanket from NTC nurses. Using cultural ceremonies, rituals and practices from the past will strengthen Nuuchahnulth babies and add to the well-being of families.

Sincerely

WCGH Perinatal and Pediatric Committee
Nuuchahnulth Nursing Service
Port Alberni Public Health Nursing





Wednesday, June 08, 2016

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

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

Dear Mayor and Council:

At our last Board of Directors Meeting held on Thursday, May 26th we entered into a lengthy conversation surrounding the potential renaming of the Gertrude/Stamp/3rd Avenue stretch of roadway.

The Board clearly understands and accepts the motive for this concept but at the same time have many reservations about the unknown costs that could prove problematic for many along that stretch of road. The change of address will inevitably affect all including Businesses and Residents as they will have to change virtually everything associated with their ongoing actions.

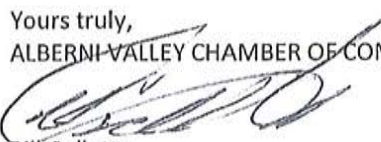
Some of those changes include: Banking information, pre-printed checks, business stationary, driver's licenses, car insurance documents, mail forwarding costs, passports, general ID and we also worry about the potential for lost and/or delayed shipments for the business community.

Because of the above we urge the City to refocus this plan to something that would not require unforeseen costs for our residents and businesses. Instead we suggest that the City develop a plan that utilizes a 'route' concept that can easily be used alongside the current Street names.

For your consideration we have included a concept idea that uses 'Salmon' as a way of moving people through the community to our various waterfront areas. Were this to develop for 2017 we'd further suggest the idea of using 67 of these to commemorate the amalgamation of the two Cities in 1967.

In summary the Chamber of Commerce supports the concept of the plan but does not support the associated costs that could prove problematic for those affected.

Yours truly,
ALBERNI VALLEY CHAMBER OF COMMERCE

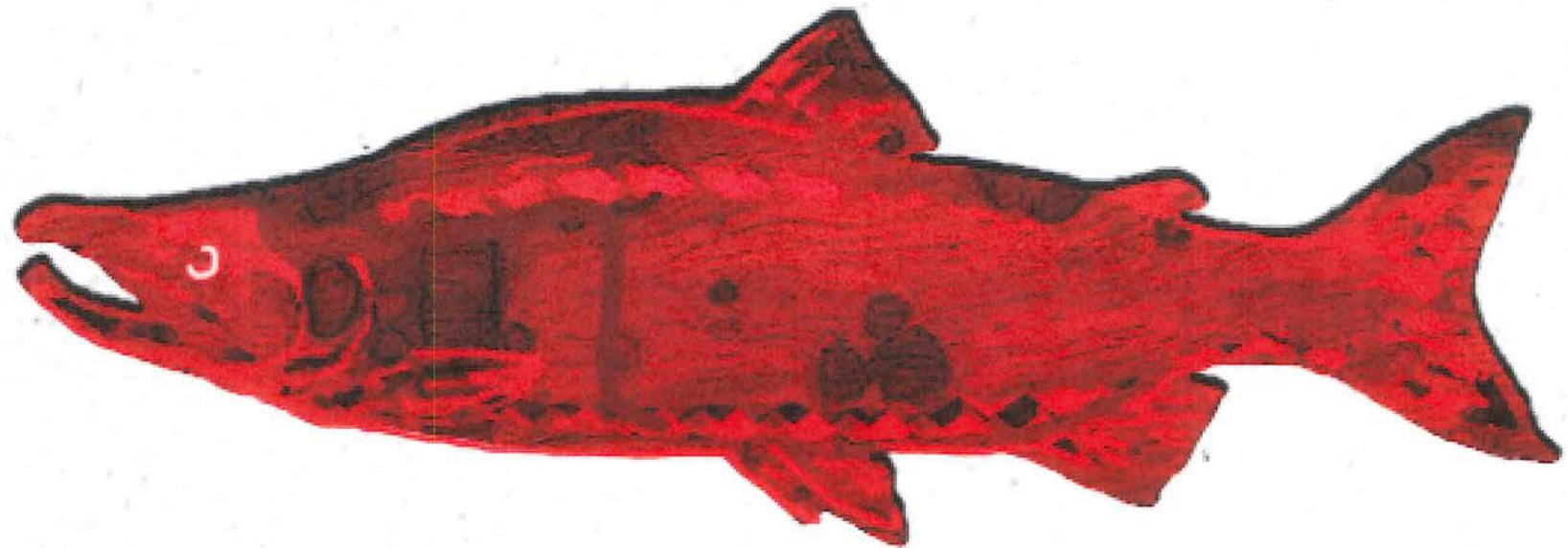

Bill Collette
Executive Director

ENTERED

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

Salmon Run Signs

Sixty seven salmon randomly placed on -Gertrude St.- Stamp Ave- 3rd ave



Local milled wood sained Red

Variety of sizes and shapes

Cost effective (not all salmon at once) Can be made as buget allows

Added red refectors at fun artistic detail

Sixty- seven to commemorate the year that Amalgamation







From: Gillian Tidey [<mailto:rda@uwcncvi.ca>]
Sent: Monday, May 30, 2016 2:06 PM
To: Jake Martens
Subject: Proclamation Request

Hello Jake,

How are you? I am emailing today in order to request a Proclamation naming the month of October as United Way Month in the City of Port Alberni. I have provided the wording in an attachment. If you require any further information in order to process this request, please contact our office.

If you could please send me a confirmation if/when council approves this request it would be much appreciated!

Thank you,
Gillian

P.S. – please let me know if there are any issues with proclaiming a whole month, and I will revise for a proclaimed United Way Week



Gillian Tidey

Resource Development Associate
rda@uwcncvi.ca

United Way Central & Northern Vancouver Island
Together, We Are Possibility

#9 - 327 Prideaux Street, Nanaimo, BC V9R 2N4
Central Island 250-591-8731

Comox Valley 250-338-1151 | Campbell River 250-287-3213 | Cowichan 250-748-1312
www.uwcncvi.ca

ENTERED



United Way
Central & Northern
Vancouver Island

United Way Month

WHEREAS the City of Port Alberni hopes that all of its citizens enjoy healthy, meaningful lives;

AND WHEREAS the United Way advances the common good by creating opportunities for a better life for everyone;

AND WHEREAS the United Way provides leadership and promotes volunteerism in all segments of the community;

AND WHEREAS the United Way provides funding for local programs in our community;

AND WHEREAS these health and social programs help to improve the quality of life in our community;

AND WHEREAS it takes every part of the community; individuals, businesses and organizations – to supply the passion, expertise and resources needed to create lasting change to improve lives and build stronger communities;

AND WHEREAS the United Way kicks off its annual campaign every fall in order to support those efforts;

NOW THEREFORE, I, Mike Ruttan, Mayor of the City of Port Alberni, do hereby proclaim the month of October 2016 to be:

“United Way Month”

in the City of Port Alberni, British Columbia.

United Way Central & Northern Vancouver Island

Together, We Are Possibility

#9-327 Prideaux St, Nanaimo, BC V9R 2N4

Central Island: 250 591 8731

Comox Valley : 250 338 1151

Campbell River : 250 287 3213

Cowichan Valley : 250 748 1312

www.uwcni.ca

RECEIVED

JUN 01 2016

CITY OF PORT ALBERNI



Excellent health and care, for everyone,
everywhere, every time.

May 27, 2016

Ref # 17459

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

Dear Mayor Ruttan:

(attached)
Thank you for your letter of March 30th, 2016 to Dr. Brendan Carr, President & CEO of Island Health regarding the concerns Mr. Frank Kruks brought forward at a City Council meeting related to his recent stay at West Coast General Hospital in Port Alberni. I apologize for the delay in response; Dr. Carr has asked that I respond on his behalf.

As you know, Mr. Kruks raised concerns after he was relocated numerous times during his hospital stay due to the overcapacity situation the hospital was experiencing at that time.

We have taken Mr. Kruks's concerns very seriously. Patient relocations are sometimes required in order to support safe care and to best meet the changing medical needs of all patients in a facility. While these relocations can occur at any time, they generally take place more frequently when the hospital is particularly busy. That said, there is significant opportunity for improvement in order to decrease the need to relocate patients into overflow areas. Recent changes to the way the ambulatory care area is used have had a positive impact on hospital capacity, reducing the need for patient relocations. I understand that West Coast General Hospital's Site Director, Pam Rardon met with Mr. Kruks to discuss his stay and to learn from his experience.

With respect to high patient volumes, the leadership for the Alberni-Clayoquot area, in conjunction with our *Island-wide leadership team*, are working very hard to address local overcapacity challenges.

Once again, thank you very much for bringing Mr. Kruks's concerns to our attention.

Sincerely,


Catherine Mackay
Executive Vice President & Chief Operating Officer

cc: Dr. Brendan Carr, President & CEO, Island Health
Suzanne Fox, Executive Director, Geography 2, Island Health
Dr. Drew Digney, Executive Medical Director, Geography 2, Island Health
Marie Duperreault, Director, Alberni-Clayoquot, Island Health
Dr. Wendy Johnsen, Medical Director, Alberni-Clayoquot, Island Health

ENTERED

Executive Office

Located at: 2101 Richmond Road | Victoria, BC V8R 4R7 Canada

Mailing address: 1952 Bay Street | Victoria, BC V8R 1J8 Canada

Tel: 250-370-8699 | Fax: 250-370-8750

viha.ca

REGULAR COUNCIL AGENDA - JUNE 13, 2016

281

5.1.



CITY OF PORT ALBERNI

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

Fax: 250-723-1003

COPY

March 30, 2016

Dr. Brendan Carr, President and Chief Executive Officer
Island Health
1952 Bay Street,
Victoria BC V8R 1J8

Dear Dr. Carr:

At the Regular Meeting of Council on March 14, 2016, a presentation was received from local resident Mr. Frank Kruks regarding his recent experience as a patient at West Coast General Hospital (WCGH). On behalf of Council for the City of Port Alberni, I am writing to bring this experience to your attention and request that you outline Island Health's plan to address hospital overcrowding.

Mr. Kruks was admitted to WCGH for an emergency gallbladder operation in February of this year. Following the operation he was moved five times in four days into tight and crowded spaces with little privacy or access to a washroom close by. While he commended the service provided by hospital staff, the conditions of his stay and the constant relocation were distressful and not conducive to his recovery.

Council has heard many similar experiences from other local residents and while we understand the broad challenges being faced in the healthcare system, we know that hospital overcrowding is a longstanding and primary issue at WCGH.

From our perspective this issue increasingly represents a threat to the public's health and we would therefore appreciate your attention to this matter and an explanation regarding your organization's immediate plans to address the overcapacity issues.

Thank you for your time and I look forward to hearing from you.

Yours truly
CITY OF PORT ALBERNI
ORIGINAL SIGNED BY

Mike Ruttan
Mayor

pc: Mr. Frank Kruks
3035 Stocton Street
Port Alberni BC V9Y 8S2

On May 30, 2016, at 5:04 PM, "amclaren@shaw.ca" wrote:

Dear Mr. Sauvé,

As an already overtaxed taxpayer, I am not in favour of changing the names of 3rd Avenue, Stamp Avenue and Gertrude Street as they have historical meanings and it is an unnecessary expense right now when my taxes keep going up.

Visitors can get maps from the Visitor Centre like they do for other cities.

I also feel the affected taxpayers and business on these streets should have a vote on whether or not to change their addresses.

I hope you take this email in consideration when you vote.

Thank you.

Arlene McLaren

phone: 250-724-2545

email: amclaren@shaw.ca

5568 Beaver Creek Road

Port Alberni, B.C.

V9Y 8W3

ENTERED

JUN 01 2016

CITY OF PORT ALBERNI



ALBERNI DISTRICT HISTORICAL SOCIETY

4255 Wallace St., Port Alberni, BC V9Y 3Y6

Phone (250) 723-2181 Local 267

e-mail aadhs1@gmail.com

Archives/Workshop in Alberni Valley Museum, 4255 Wallace Street.
Hours 10-a.m. – 3 p.m. Tuesday and Thursday

May 30, 2016

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

Dear Sirs and Madam

At the Annual General Meeting of the Alberni District Historical Society on May 19, 2016, a motion was passed unanimously to let the Port Alberni City Council know of our concern over the proposed renaming of three of our city streets.

The members present felt that making this change would be a loss of part of our city's history, and would serve no useful purpose. Rather than eliminating confusion, it would likely create more.

This is because there is an innate conservatism in the human mind regarding names, and a new one, however well-chosen, will not come as readily to the tongue as the old ones do. Instruction-givers will default to the original street names, which the bewildered newcomer will never be able to find. (We have all heard the story of the traveler getting to Sproat Lake, still looking for the "Orange Bridge").

There are perfectly valid reasons for the existence of the names Gertrude, Third, and Stamp, having to do with the separate histories of the two original towns. We do not want to see them lost, to say nothing of the inconvenience it would cause to the residents and businesses along those streets, having to inform all their correspondents of such an address change.

We support change when it would lead to an improved result. We do not feel that replacing these names will simplify direction finding or direction giving.

We feel our community would be best served by leaving the names as they are.

Yours respectfully,

A handwritten signature in blue ink that reads "Judy Carlson".

Judy Carlson

on behalf of the Alberni District Historical Society

ENTERED

From: Mae LeBlanc [<mailto:m-leblanc@shaw.ca>]
Sent: Wednesday, May 25, 2016 7:33 AM
To: Davina Hartwell

Subject: Street name changes

Dear City Council

I object strenuously to the suggestion to change the names of Gertrude, Stamp and Third.

I was connected with Port Alberni when the city was renumbered. It was a disaster for me personally. The house address was changed three times and in the end all correspondence from outside the city was returned saying "no such address". Consequently people, pay cheques and personal mail were lost.

It is easy for the city to change the signs. Not so easy for homeowners and businesses to change all their correspondence, letterhead and contact information. There is also the GPS to consider. Old GPSs would have the old names. New ones would be different. If you think tourists are confused now, think of all those 'old' GPSs out there.

I think Council would be wise to save the taxpayers not just money but ongoing inconvenience by leaving the names as they are.

Sincerely

Mae LeBlanc
5182 Forrest Road
Port Alberni, B.C.
2507245160

ENTERED

J.2(c)



RECEIVED
MAY 30 2016
CITY OF PORT ALBERNI

May 18, 2016

Ref: 104135

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

Dear Mayor Ruttan:

attached
Thank you for your letter of December 22, 2015, in which you expressed your concerns about marijuana dispensaries that are incorporated as non-profit societies under the provincial *Society Act* (the Act). I apologize for the delay in responding.

As you are aware, societies are administered by BC Registries and Online Services (Registries), within the Ministry of Technology, Innovation and Citizens' Services. At the time a society applies for incorporation under the Act, they are required to define their purpose through their constitution and bylaws. If any of these purposes is illegal, the society will not be incorporated under the Act. Once incorporated, the existence of the society is established and the society must operate within its stated purposes.

The Act provides the legal framework for the incorporation of societies and for the management and governance of societies incorporated under the Act. Registries is responsible for maintaining a record of filings made by societies and to ensure the records are made available for public inspection. The Registrar does not have authority to regulate, investigate or intervene in their operation or governance.

As you mention, section 84 of the Act provides a limited authority for the Minister to appoint a person to investigate the affairs and conduct of a society, but only in rare circumstances where it is apparent to the Registrar that the society exists for an illegal purpose, or that it is acting in a manner contrary to the public interest.

The concerns you raise regarding the marijuana dispensing activities of these societies are matters of criminal law and, accordingly, are best referred to the RCMP, for whom appropriate investigative powers exist.

.../2

Ministry of
Technology, Innovation and
Citizens' Services

Office of the Minister

Mailing Address:
PO Box 9068 Stn Prov Govt
Victoria BC V8W 9E2

Phone: 250 952-7623
Fax: 250 952-7628

Location:
Room 346
Parliament Buildings
Victoria BC V8V 1X4

ENTERED

Thank you again for writing. I trust this is of assistance to you.

Sincerely,

A handwritten signature in black ink, appearing to read "Amrik Virk". The signature is fluid and cursive, with the first letter of the first name being a large, prominent capital 'A'.

Amrik Virk
Minister



CITY OF PORT ALBERNI

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

Fax: 250-723-1003

COPY

December 22, 2015

The Honourable Amrik Virk
Minister of Technology, Innovation & Citizens' Services
PO Box 9068 Stn Prov Govt
Victoria, BC
V8W 9E2

Dear Honourable Minister:

Our community, like many others across the province, is dealing with a proliferation of marijuana dispensaries intent on retailing products for medicinal and recreational purposes. I am writing to respectfully request your attention to a particular aspect of this matter that is relevant to your ministry and mandate.

As I'm sure you are aware, the federal government's stated intention to legalize marijuana has generated significant public interest and fueled a 'gold-rush' type atmosphere for those looking to enter the market. It is my observation based on our experience here in Port Alberni that many of these entities are established and incorporated as legal non-profit societies under the provincial Society Act. This is concerning given the fact that their primary function is to carry out an illegal activity in selling cannabis and its derivatives.

While I acknowledge that enforcement of such matters is most suitably handled by the RCMP, I am aware that your ministry, through BC Registry Services, also has a role to play in the approval of their incorporation under the Act. The Act also contains enforcement provisions, specifically Part 9 - Special Procedures, which provides for the investigation of a society that exists for an illegal purpose or is otherwise acting in a manner contrary to the public interest. In these instances the registrar must report to the minister, who may investigate and order the discontinuation of an illegal action or suspension of any of the powers of the society.

Enforcement of marijuana related laws and regulations are perceived by some to be inconsistent and lackadaisical. Providing a legal framework for those involved in such illegal activities only further erodes public trust and confidence in our laws and institutions. As such, I would like to encourage your ministry to consider this issue and take necessary steps to ensure societies are operating in accordance with the Society Act.

Yours truly,
CITY OF PORT ALBERNI

ORIGINAL SIGNED BY

Mike Ruttan
Mayor



Ducks Unlimited Canada
Conserving Canada's Wetlands

RECEIVED
MAY 30 2016
CITY OF PORT ALBERNI

Mayor Mike Ruttan
4850 Argyle Street
Port Alberni, BC V9Y 1V8

May 26, 2016

RE: 2016 annual report on Ducks Unlimited Canada's limited hunt of Canada geese in Somass Estuary

Dear Mayor Ruttan,

Ducks Unlimited Canada (DUC) owns a property in the Somass Estuary, and a portion of this land lies within the City of Port Alberni. After appearing before the Council of the City of Port Alberni in June 2014, we received an exemption from Bylaw No. 3608 (prohibition of discharging firearms) that allowed for limited hunting of Canada geese from September 2014 to September 2015. In July 2015, City Council approved a two-year extension to this exemption, running through the summer of 2017. Our goal is to decrease the number of Canada geese to help reduce the grazing damage on local habitats and agricultural fields.

For your reference, I have attached a report outlining the hunting program, which includes details on the hunter selection process, safety concerns, and a summary of the overall hunt results from the 2015-2016 season. Although we harvested 250 geese over the past two years, results from our monitoring efforts suggest that Canada goose populations in the spring have not decreased enough to reduce the grazing damage on DUC's agricultural fields. This monitoring effort, along with hay production on the agricultural field, is allowing us to assess the impacts of our program. For the 2016-2017 year, we plan to continue our hunting and monitoring programs.

Thank you for your consideration and please let me know if you would like DUC to appear as a delegation at a future Council meeting to provide further information on this hunting program.

Sincerely,

Eric Palm
Conservation Programs Specialist
Ducks Unlimited Canada

2016 Annual Report on Ducks Unlimited Canada's limited hunt of Canada geese in the Somass Estuary

May 26, 2016

Background

Canada geese are not native breeders in the Somass Estuary, but are descendants of transplanted birds that were introduced around the 1960s from outside of Vancouver Island. Since their introduction, Canada geese on Vancouver Island have increased in numbers and caused many problems, including aviation safety risks, crop damage, feces build-up in recreational areas, degradation of natural ecosystems, and aggressive nesting behaviour. Ducks Unlimited Canada (DUC) aims to provide habitat and benefits to waterfowl, other animals and people, yet increasing local populations of non-migratory Canada geese can threaten the viability and function of these local habitats. Specifically, agricultural production of hay on the DUC lands in the Somass estuary has been entirely consumed by non-migratory geese during the summer resulting in significant loss of foraging habitat for migrating and wintering waterfowl.

In July 2014, DUC received a one-year exemption from the City of Port Alberni Bylaw No. 3608 (prohibition of discharging firearms) for our property in the Somass Estuary (see map in Figure 1). After receiving this exemption, we moved forward with plans to hold a limited hunt of Canada geese on this property. In July 2015, DUC received a two-year extension from Bylaw No. 3608, and we pledged to monitor numbers of Canada goose nests and goslings in the estuary to assess the impact our efforts were having on local populations. As in 2014, we contacted representatives from the Tseshaht and Hupacasath First Nations in 2015 to inform them of the hunting program and to provide them with an opportunity for their members to join the list of potential hunters. We began the hunting program in early September 2015, when most, if not all, Canada geese in the estuary are resident (non-migratory) birds.

Hunter selection process

We selected one hunter from our 2014–2015 effort to act as hunt coordinator for the 2015–2016 season. This individual was in charge of coordinating hunting schedules, enforcing DUC rules and regulations for all newly selected hunters, and reporting hunt results. In August 2015, we posted an advertisement at Gone Fishin', Canadian Tire, and the Alberni Fish and Game Club that invited interested hunters to contact DUC and provide references from private landowners that have granted them permission to hunt on their land. After interviewing all applicants, we randomly selected three hunters for the proposed hunt program to ensure an unbiased and transparent process. We allowed the three selected hunters and the coordinator to hunt the property with one partner (maximum of 8 hunters on site during a given hunt) and collected information such as days hunted, number of geese taken or injured, band returns, and any conflicts with the public.

Hunting safety procedures

All efforts by DUC to control Canada goose populations only occur following consultation with Environment Canada (Canadian Wildlife Service), as all geese (migratory and non-migratory) are protected under the Migratory Birds Convention Act (1994). Hunting at Somass Estuary in 2015–2016 occurred within the Region 1 Management Unit 1-7 hunting season for Canada geese outlined by the BC Ministry of the Environment, and hunters possessed valid federal Migratory Game Bird Hunting Permit with a Canadian Wildlife Habitat Conservation Stamp. DUC placed signs with background information and hunting notices around the property to inform local dog-walkers and other members of the public. Prior to hunt dates, we also sent email notifications to the City of Port Alberni, Somass Estuary Management Committee members, the RCMP and local Conservation Officers. Hunters took care to immediately halt shooting if any member of the public was in or around the designated hunting area.

Results

Hunting

Over the course of the 2015–2016 hunting season, DUC authorized hunters took a total of 93 Canada geese over 6 days (5 to 8 hunters per day) on our property (Table 1). To our knowledge, there were no reports of unauthorized hunting. The hunters reported no safety issues, and DUC did not receive any safety complaints from local RCMP or conservation officers.

Table 1. Summary of hunting effort and geese harvested during 2015–2016.

Date	Number of hunters	Geese harvested
8 Sep 2015	7	28
12 Oct 2015	8	20
1 Nov 2015	7	1
27 Dec 2015	7	14
9 Jan 2016	5	9
6 Mar 2016	5	21
Total		93

2015 and 2016 breeding population surveys

DUC hired a local naturalist Sandy McRuer to conduct surveys documenting numbers of Canada goose nests and goslings in the Somass estuary. The May 16, 2015 survey effort recorded 92 total adults and six nests in the area. On June 8, 2015, there were 394 adults and 28 juveniles reported in the same area. These surveys represent the baseline numbers against which we can compare future census data.

On April 20, 2016, DUC found 87 adults and three nests in the estuary. On May 13, DUC recorded 119 adults, 30 goslings, and 1 nest in the same area (Figure 2). These preliminary results suggest that the local Canada goose population grows over the summer as geese leave their nests from other areas outside the estuary and travel to the estuary, but we cannot make any strong inferences without observing a clear trend over many years. We plan to conduct these surveys annually.

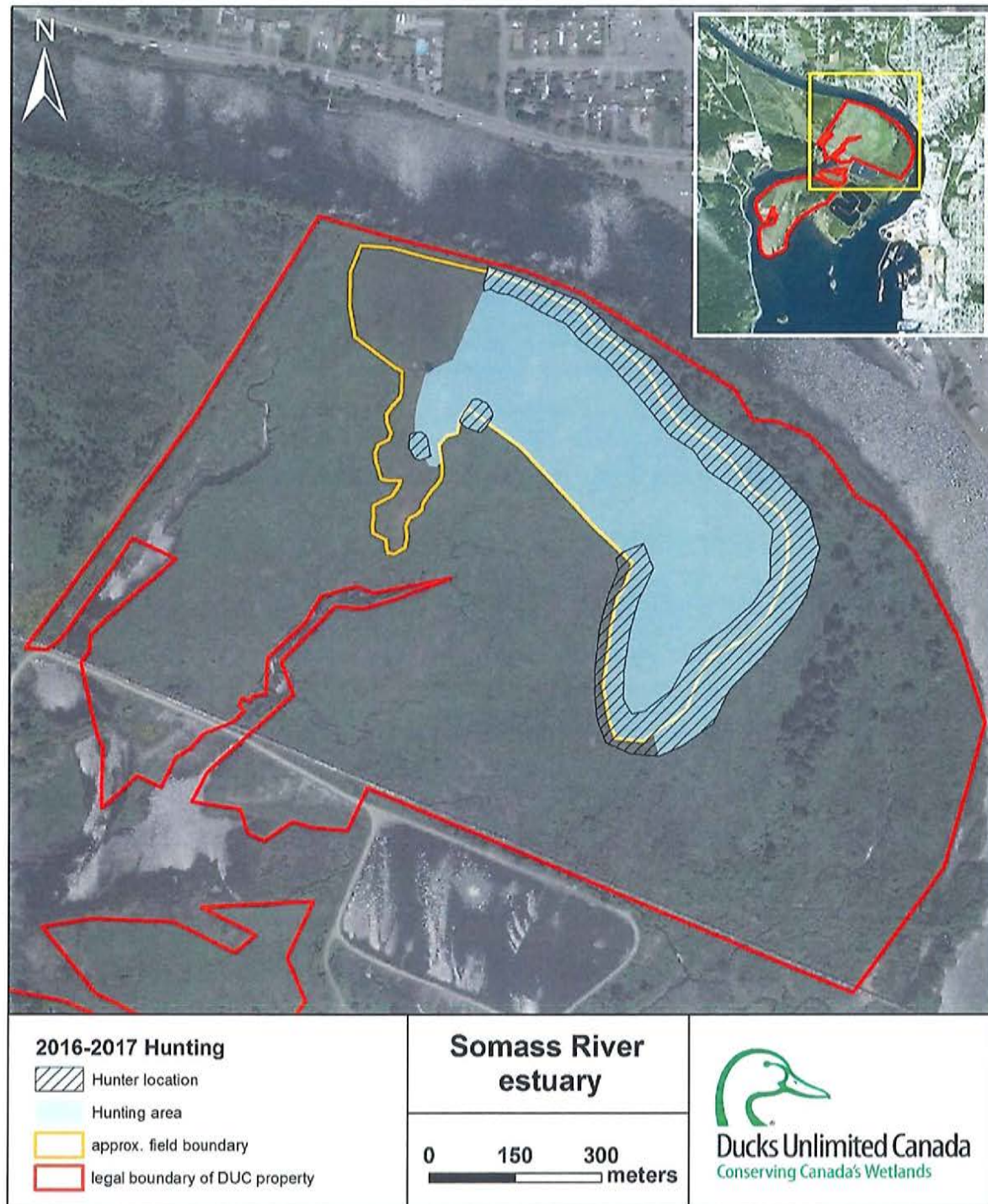


Figure 1. Map showing Ducks Unlimited Canada's property within the Somass estuary.

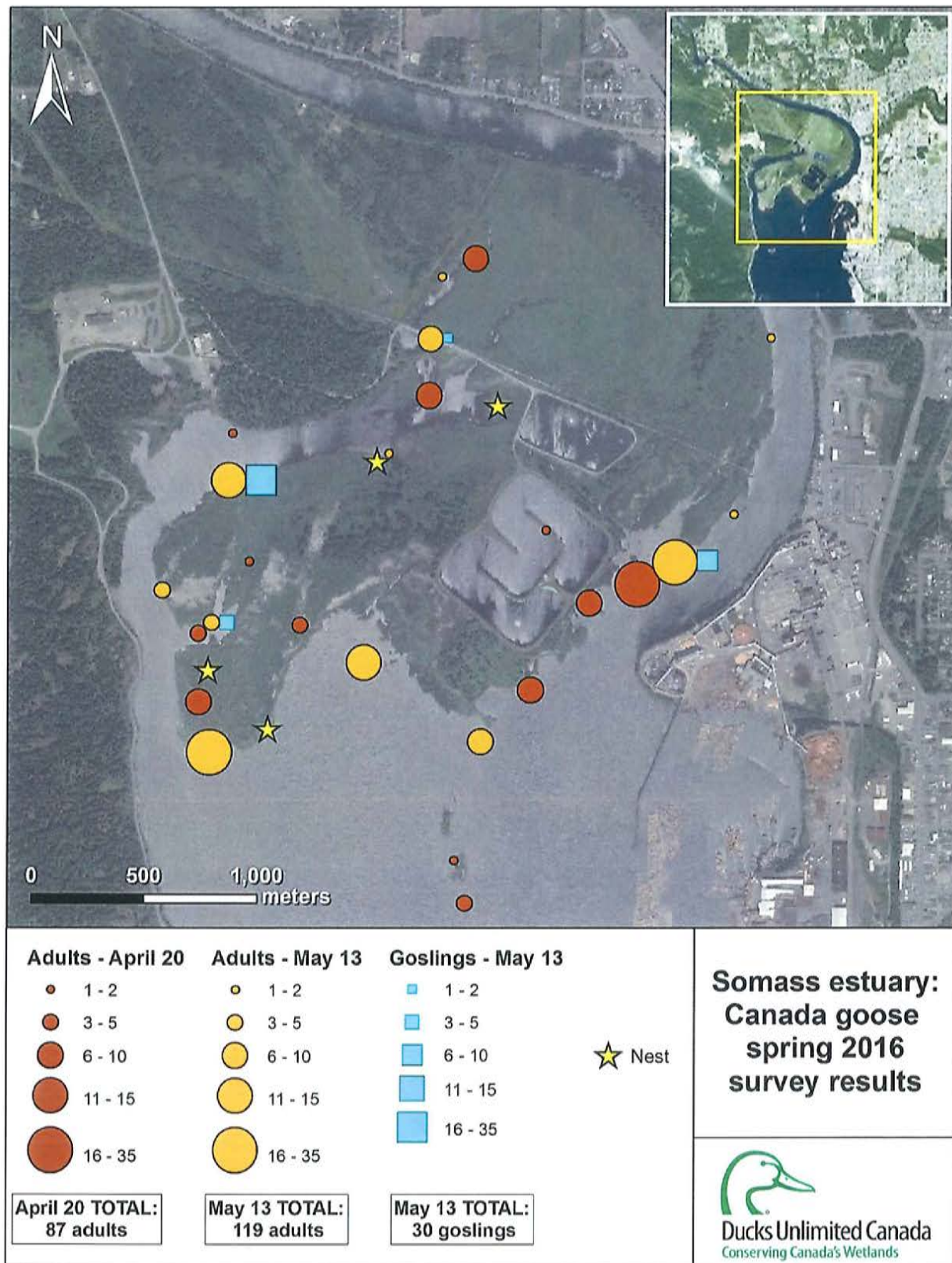


Figure 2. Map showing results of Somass estuary Canada goose surveys from spring 2016.



Administration
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Nanaimo, BC Canada V9R 5N3
t: 250.758.4697 f: 250.758.2482
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June 6, 2016

Dear Municipal and Regional Partners,

I am very pleased to enclose a copy of our 2015 Annual Report, titled "Moving Toward Sustainability". This document is available as a [PDF](#) and online as an [interactive flipbook](#). ^{in Reading File"}

This past year, Vancouver Island Regional Library successfully launched a number of key initiatives in 2015 which will support the organization today and for the future. These initiatives included the implementation of a new Integrated Library System, a new Intranet which will bring our staff together under one digital roof, and the refurbishment of two exceptional branches: Campbell River and the Nanaimo Harbourfront branch. We opened the Creativity Commons – an imagination and creation centre as well as home to the self-publishing book machine. Finally, staff and Board conducted the ground work necessary to produce the business's next 5-year Strategic Plan (2016 - 2020). During all of these initiatives, your library also welcomed over 103,000 visitors to our programs (an increase of 25% since 2014). In summary, your library has been very busy!

We are proud of the work done by VIRL's staff and our Board to develop strong library branches that are vital community destinations.

On behalf of the Board of Trustees of Vancouver Island Regional Library, I offer our thanks for the support and cooperation that municipal leaders continue to provide our libraries. Together, we are strengthening communities, enriching lives and promoting lifelong learning and literacy.

I invite you to take some time to read our report. Please feel free to contact me at bjolliffe@comoxvalleyrd.ca with any comments or questions.

Sincerely,

Bruce Jolliffe, Chair, Vancouver Island Regional Library Board of Trustees

ENTERED

Strong Libraries ■ Strong Communities

Bella Coola Bowser Campbell River Chemainus Comox Cortes Island Courtenay Cowichan Cowichan Lake Cumberland Gabriola Island Gold River Hornby Island Ladysmith Masset Nanaimo Harbourfront Nanaimo North Nanaimo Wellington Parksville Port Alberni Port Alice Port Clements Port Hardy Port McNeill Port Renfrew Quadra Island Qualicum Beach Queen Charlotte Sanikilille Sidney Smith Spangish Telahmuhli Tsooka South Cowichan Tahsis Tofino Ucluelet Union Bay West



ADMINISTRATION

Box 3333 | 6250 Hammond Bay Rd.
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Web: www.virl.bc.ca



STRONG LIBRARIES. STRONG COMMUNITIES.

from the Board Table

Intro

On May 28th, the Vancouver Island Regional Library [Board of Trustees](#) convened for their second regular meeting of the year. The Board received a finance report and updates on the development of facilities for the quarter. As a part of this update, the Board received exciting news from Trustee and Councillor for the District of Sooke, Kerrie Reay, who shared that the District had found land for the purposes of a new library in the community of Sooke. In addition, the Board approved the final iteration of the 2016-2020 Strategic Plan which will be launching later this year. Staff shared a presentation to the Board, which was given at the annual British Columbia Library Association (BCLA) conference on VIRL's methods of planning and deploying children's programs and services that incorporates research and current early literacy methodologies. The Board also approved the [2015 Annual Report](#) which featured key highlights and accomplishments from the previous year.

Award-Winning Programs



On May 4th, two VIRL programs [received honours](#) from the American Library Association (ALA), taking home the Presidential Citation for Innovative International Library Projects award. The two awards - of an available five by the Association - went to the Librarians on the Radio program and the Nanaimo Correctional Centre Book Cub program. To learn more about these award-winning programs, visit us at virl.bc.ca.



As active advocates of early children's literacy, VIRL staff presented at the annual BCLA conference in 2016.

Finance Report

“The financial position of the Library is healthy and regular replacement of our base materials puts VIRL in a relatively good stance for the future.”

Balance Sheet: At the end of April the balance sheet shows a reasonable balance of cash and investments, totaling approximately \$5.6 million and reflecting the fact that we continue to have reserves as well as sufficient operational funds. Member levies are billed quarterly, but recognized monthly. Accounts receivable consists mainly of levies due from member municipalities and regional districts, and a small amount of GST rebates receivable. The refundable deposits related to Nanaimo North for landscaping have now been received. The current year position shown in the surplus/equity section is acceptable with approximately \$10.1 million in surplus and equity in assets at the end of April. Fixed Assets totaled \$26.1 million with approximately \$17.6 million of our \$43.8 million in assets having been amortized. At the end of April an amount of \$16.5 million of long term debt, used to fund the purchase of fixed assets, was outstanding. Fixed assets are recorded at cost and amortized over their remaining life. The cost to replace those assets will be significantly above the original cost due to inflation. Long term plans need to provide funding for these replacements. We are now in year six of a ten-year funding requirement.

In summary: The financial position of the Library is healthy and regular replacement of our base materials puts VIRL in a relatively good stance for the future.

Finance Report cont.

Revenue and Expenditures: As at the end of April the net current position was a positive \$41,152. Expenditures are currently in line with expectations, with the positive net financial position being largely due to timing factors, including:

- Provincial Per Capita Funding for the year was received at the end of March and recorded as revenue at that time;
- Expenditures that are incurred at the beginning of each year, including computer costs, insurance costs and materials acquisitions reflect as higher in the first half of the year;
- Repairs, maintenance and equipment replacement costs are lower in the first half of the year due to the timing of construction and renovation projects.

In summary: VIRL's finances indicate that results are in line with expectations.

Reserves Report: At the end of April reserve balances stood at \$5.0 million. Of this the most significant is the Reserve for Outfitting New & Expanded Facilities, with a balance of approximately \$3.1 million. Other reserves include funds that have been set aside for Furnishings & Equipment, Vehicle Replacement, System and Network Replacement, the Integrated Library System Replacement, Sick Time, and Long Term Maintenance.

In summary: Reserves are as anticipated for the quarter and in-line with supporting 2016 initiatives.

Mobile Media Kits at the Creativity Commons, Nanaimo Harbourfront Branch

Facilities Updates



*Raising the totem pole at the Cowichan
Lake branch*

Sooke

The District of Sooke [announced on May 28th](#) that land is confirmed for a new 10,000 - 12,000 sq. ft. library near the town centre and that planning is underway. The public will soon be invited to a public consultation session to provide feedback and receive information about their new branch.

Chemainus

A site has been selected and work is being conducted to ensure the land meets all environmental standards. The planning process will commence shortly and a public consultation session is being arranged for the near future.

Tahsis

A suitable space was found in the local school to house the Tahsis branch. VIRL staff are working with the Village towards the next steps in the planning process.

Tofino

A feasibility study has been conducted and pre-planning is being considered. VIRL staff have made a presentation to Council regarding the Board's Facility Policy & Funding.

Nanaimo Wellington

Following a recent [public open house held on April 14th](#), customer feedback has been incorporated in the planning process and construction of the new facility at the nearby Country Club Centre has begun. The new facility is expected to open in 2017.

Facilities Updates cont.



A celebration at the Cumberland branch

Sidney/North Saanich

VIRL staff have reviewed a stand-alone location for a new North Saanich branch at the Panorama Recreational Centre. Following the results of a joint public consultation session, the District of North Saanich is pursuing further feedback from the community. VIRL is in dialogue with both Sidney and North Saanich with respect to facilities for both jurisdictions.

Hornby Island

The branch will be undergoing refurbishment in 2016 with the branch expected to reopen in the fall of 2016. A temporary location will be provided during the refurbishment.

Masset

Discussions regarding a new library are underway with Masset seeking to identify viable land for the project.

Port Hardy

The doors to the newly refurbished branch were opened in April 2016 to the delight of the community. The branch is now celebrating its reopening with an open house scheduled for June 11th at 1:00pm. The celebrations will include children's entertainment, music and a ribbon cutting, and is open to the entire community.



General Updates

Strategic Plan (2016 - 2020) Update: The [Strategic Plan](#) provides the catalyst that brings the public, the Board and staff together in the development of a common vision, direction and goal. Following a series of [community consultation sessions](#) that took place in every member jurisdiction, as well as an online [public survey](#) distributed at every service location, a final plan has been developed. On May 28th, the Board of Trustees approved the plan. The Board and staff look forward to launching the Strategic Plan to all of VIRL's 39 communities this summer!

2017 Budget Assumptions: While the first draft of the budget is still being prepared for presentation to the Executive Committee in July, budget assumptions for the coming year are presented as a high level summary for information and to garner feedback. In 2010, the Board adopted a Facilities Plan which maintains a regular 2.25% increase in previous years' levies to accommodate for deferred maintenance and repair of VIRL's 39 branches. The 2017 budget will be presented at the September 2016 Board meeting for review and approval.

BCGEU Negotiations Update: On May 28th, VIRL Board of Trustees approved a 5-year collective agreement between BCGEU (British Columbia Government and Service Employees' Union) and VIRL. BCGEU members ratified the agreement on May 18th. Negotiations with both parties moved quickly and without issue, with both parties agreeing to mutually beneficial terms.



Read more: virl.bc.ca

Highlights

Awards and Achievements

VIRL is home to award-winning, exceptional staff!

- Public Safety Lifeline Volunteer 2016 Award: Wayne Hartley
- ALA (American Library Association) Presidential Citation for Innovative International Library Projects: Justin Unrau (and team) and Jennifer Seper
- BCLA (British Columbia Library Association) Director-at-Large: Thom Knutson

Kid's Summer Reading Club

The [Summer Reading Club \(SRC\)](#) is a province-wide initiative sponsored by the British Columbia Library Association (BCLA) and local public libraries, with support from the Libraries Branch, Ministry of Education, and the RBC Foundation. At Vancouver Island Regional Library, [SRC](#) is a popular, system-wide program, and all children aged 0-12 are encouraged to join in! **SRC 2016 officially starts July 4th!**



Adult Summer Reading Challenge

The Adult Summer Reading Challenge runs from July 2nd to August 31st, 2016. During this 7 week period, participating adults will mark their calendar (provided by VIRL) each day that they read or listen for at least 15 minutes. For every 7 days marked on the calendar, they can visit the branch and fill out a ballot (total of a possible 7 draw entries over the summer). Top prizes are an iPad mini (and bragging rights)!



Teen Summer Challenge

The [Teen Summer Challenge \(TSC\)](#) is a VIRL system-wide program that runs from June 13th to August 31st, 2016. Participation can be completely online, but branches have the option of offering on-site programs for their teens, as well. TSC begins in June to provide the opportunity for teens to make use of their school's resources during the last few weeks of June. TSC is a task-oriented program in which teens accumulate points to be entered in prize draws at the end of August. The tasks have a multi-literacy focus (e.g. literature, digital, media) to appeal to a wide range of interests, and have been designed to encourage teen participants to engage with the various programs available to them through VIRL.





2015 Annual Report

The [2015 Annual Report](#) highlights VIRL's accomplishments during the year, summarizes its finances, acknowledges donors and recognizes the continued dedication and support from the Board of Trustees. This year, the 2015 Annual Report works in-line with VIRL's culture of collaboration: Featuring articles and editorials developed by a cross-selection of staff across the organization. The theme *Moving Toward Sustainability* supports the 2015 budget which sought to implement programs, software and initiatives that could support VIRL for today and well into the future. To view the Annual Report, visit us online or check out our flip-book style [version here](#).



Read more:
virl.bc.ca/reports-and-plans



June 2, 2016

File: 11-5380-01-0001/2016

To: UBCM Member Municipalities

Re: **Cigarette Butt Deposit Return Program**

City Council, at its Regular meeting of Monday, May 30, 2016, unanimously endorsed the following resolution:

"PURSUANT to the report of the Environmental Sustainability Specialist, dated May 25, 2016, entitled "Cigarette Butt Deposit Return Program":

THAT Council submit the following resolution to the Union of BC Municipalities (UBCM):

WHEREAS cigarette butts are a significant source of litter in many local communities;

WHEREAS cigarette butts are non-biodegradable and leach toxic organic chemicals and heavy metals into the environment impacting soil, fresh and saltwater, and have a significant negative impact on the aquatic and land-based organisms that ingest them;

WHEREAS a Cigarette Butt Deposit – Return Program offers a promising solution to significantly reduce cigarette butt litter and improve environmental health;

THEREFORE BE IT RESOLVED THAT the BC Ministry of Environment implement a province-wide Cigarette Butt Deposit – Return Program for the elimination of cigarette litter.

THAT the resolution be circulated to UBCM member municipalities in advance of the 2016 convention;

AND THAT the City implement an outreach program aimed at reducing cigarette butt litter."

Yours truly,

Karla Graham, MMC
City Clerk

Attachment - Report

cc J. Lowry, Environmental Sustainability Specialist

ENTERED

J.6



 Department Manager	 Director	 CAO
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The Corporation of **THE CITY OF NORTH VANCOUVER**
ENGINEERING, PARKS AND ENVIRONMENT DEPARTMENT

REPORT

To: Mayor Darrell R. Mussatto and Members of Council

From: Julie Lowry, Environmental Sustainability Specialist

SUBJECT: CIGARETTE BUTT DEPOSIT RETURN PROGRAM

Date: May 25, 2016 File No: 11-5380-01-0001/2016

The following is a suggested recommendation only. Please refer to Council Minutes for adopted resolution.

RECOMMENDATION:

PURSUANT to the report of the Environmental Sustainability Specialist, dated May 25, 2016, entitled "Cigarette Butt Deposit Return Program":

THAT Council submit the following resolution to the Union of BC Municipalities:

WHEREAS cigarette butts are a significant source of litter in many local communities;

WHEREAS cigarette butts are non-biodegradable and leach toxic organic chemicals and heavy metals into the environment impacting soil, fresh and saltwater, and have a significant negative impact on the aquatic and land-based organisms that ingest them;

WHEREAS a Cigarette Butt Deposit – Return Program offers a promising solution to significantly reduce cigarette butt litter and improve environmental health;

THEREFORE BE IT RESOLVED THAT the BC Ministry of Environment implement a province-wide Cigarette Butt Deposit – Return Program for the elimination of cigarette litter.

AND THAT the above resolution be circulated to UBCM member municipalities in advance of the 2016 convention;

AND THAT the City implement an outreach program aimed at reducing cigarette butt litter.

ATTACHMENTS:

1. Letter to the Minister of the Environment, March 11, 2016 ([Citydocs #1376335](#))

PURPOSE:

This purpose of this report is to report back regarding Council's recent motion in support of a cigarette butt deposit return program.

BACKGROUND:

On March 7, 2016 Council unanimously passed the following motion in support of a deposit return program for cigarette butts:

WHEREAS cigarette butts are the leading source of litter by both number and weight in Canada and worldwide, where billions are littered daily;

WHEREAS cigarette butts are non-biodegradable and leach toxic organic chemicals and heavy metals into the environment impacting soil, fresh and saltwater, and have a significant negative impact on the aquatic and land-based organisms that ingest them;

WHEREAS a Cigarette Butt Deposit – Return Program has been identified by public health professionals as a promising solution to reduce cigarette litter that also aligns with positive public health outcomes;

WHEREAS existing awareness campaigns and increased enforcement have only transient and marginal effects on cigarette litter reduction, and cigarette receptacles serve to re-normalize smoking and even have the potential to undermine smoke free regulations;

THEREFORE BE IT RESOLVED THAT staff report back on options for the implementation of a Cigarette Butt Deposit – Return Program in the City of North Vancouver and the potential for collaboration with surrounding municipalities;

AND THAT a letter be written to the BC Minister of Environment in support of a province-wide Deposit – Return Program for the elimination of cigarette litter.

On March 11, 2016, Mayor Mussatto, on behalf of the City of North Vancouver, sent a letter to the Minister of the Environment, requesting that the Province implement a province-wide deposit return program for cigarettes to accelerate efforts to eliminate cigarette litter (Attachment 1).

A streetscape litter audit completed by the City in 2013 observed that discarded cigarette butts comprise 46% of litter items. Cigarette butts create a unique challenge: the temptation to discard them as litter is higher than other forms of waste and if they do make it into the trash, they need to be extinguished properly. Cigarette butts are not biodegradable and leach toxic organic chemicals and heavy metals into the

environment, negatively impacting soil, water and aquatic and land-based organisms that ingest them.

A study completed by Vancouver Coastal Health found that 13% of City residents smoke daily or occasionally and it is estimated that 87,000 cigarettes are smoked in the City each day.

Cigarette butts pose a significant fire and wildfire risk when not extinguished properly. During the 2015 drought, this was an issue of significant concern both for the North Shore municipalities and for the local mountain tourism areas. Reduction in littering of cigarette butts significantly reduces fire risk.

Staff have looked into options for the implementation of cigarette butt deposit return programs both within the City and on a Province-wide basis. Staff's findings are presented below.

DISCUSSION:

Deposit return programs

Deposit return systems effectively reduce litter through motivating people to recycle by providing a financial incentive. Deposit return programs operate by charging a deposit fee at the time of sale which is then refunded when the item is returned to a designated retailer or collection depot. An example is the Province's beverage container return program which incents recycling while also reducing littering since beverage containers have a monetary value.

A cigarette butt deposit return program would charge a deposit fee, which would then be refunded when the butts are returned to a designated retailer or depot. Cigarette packs would need to be marked, likely at the time of manufacture, so that they could be easily identified when returned to the retailer for deposit refund. This step would be essential in ensuring cigarette packs outside of the program, where a deposit was not paid, would not receive a refund.

Operational costs, including communication campaigns, collecting, transporting, and processing the returned butts would be funded by cigarette manufacturers and supplemented by unreturned deposits. Cigarette manufacturers would be responsible for covering program start-up costs. All of these costs would be passed on to cigarette consumers, shifting the cost of managing cigarette litter away from municipalities and the general tax payer.

City operated deposit return program

Staff have investigated the feasibility of a deposit return in the City and have concluded that such a program would be very challenging, if not impossible, to administer. All 54 cigarette retailers in the City would have to participate in the program along with cigarette manufacturers themselves. It would be difficult to track cigarettes purchased outside of the City, which would be a financial draw on the program if they were returned for a deposit.

Therefore, staff conclude that a cigarette butt deposit program in the City itself would not be possible, and that such a program would only be effective on a Province-wide scale.

Province-wide deposit return program: UBCM resolution

British Columbia leads the country in extended producer responsibility (EPR) programs such as the beverage container program operated by Encorp. These programs are in place due to regulations enacted by the Province through the Recycling Regulation of the Environmental Management Act.

Staff's discussions with Ministry of Environment staff suggest that no new EPR programs are currently planned for implementation in the near future.

Therefore, staff recommend that the City submit a resolution to the Union of British Columbia Municipalities (UBCM) to advocate for a province-wide cigarette butt deposit return program.

Outreach program: potential partnership with the City of Vancouver

Staff have discussed the problem of cigarette butt litter with other Metro Vancouver municipalities and staff from the City of Vancouver have indicated significant interest in partnering with the City to deliver an outreach to discourage smokers from littering cigarette butts.

Through partnering with the City of Vancouver and developing consistent messaging, such an outreach program could have a very significant impact in raising awareness and changing behavior, thereby laying the groundwork for any potential provincial deposit return program.

FINANCIAL IMPLICATIONS:

There are no financial implications associated with the report recommendation. Costs of a cigarette butt litter reduction outreach program would be funded by the City's existing litter management utility. Reduced costs would be achieved through partnering with the City of Vancouver.

INTER-DEPARTMENTAL IMPLICATIONS:

This report was reviewed and endorsed by the Directors Team on April 26, 2016. Engineering, Parks and Environment staff would work with Bylaws and Communications staff in the implementation of a cigarette butt litter reduction campaign.

CORPORATE PLAN AND/OR POLICY IMPLICATIONS:

The recommendation is in keeping with the goals and objectives in the City's Official Community Plan, specifically:

- Objective 4.3.5: Work with the community, partners and agencies to accelerate waste reduction and avoidance in support of regional goals.
- Objective: 8.1.9 Pursue the reduction of waste throughout the lifecycle of production, consumption, recycling and disposal to achieve local and regional waste management goals.

RESPECTFULLY SUBMITTED:



Julie Lowry, MRM (Pl.)
Environmental Sustainability Specialist

The City of North Vancouver
OFFICE OF MAYOR DARRELL MUSSATTO



March 11, 2016

The Honourable Mary Polak
Minister of Environment
Province of British Columbia
Room 112, Parliament Buildings
Victoria, BC V8V 1X4

Dear Minister Polak:

Mary,

Further to North Vancouver City Council's unanimous resolution on March 7, 2016 (attached), I am writing to request that the Province of British Columbia implement a province-wide deposit-return program for cigarettes to accelerate efforts to eliminate cigarette litter.

Cigarette butts are the leading source of litter both in number and weight, with an estimated 6.6 million cigarettes smoked daily in British Columbia. Not only are they non-biodegradable, they also leach toxic organic chemicals and heavy metals into the environment which negatively impacts soil, water and the aquatic and land-based organisms that ingest them. Furthermore, discarded butts can lead to increased litter generally, have the potential to start fires, and their clean-up creates a significant and ongoing cost to taxpayers.

Existing awareness campaigns and enforcement efforts have had limited effects on reducing cigarette litter. Furthermore, cigarette receptacles present the risk of re-normalizing smoking and giving the impression that smoking is common, potentially undermining existing smoke-free regulations. A deposit-return program avoids these pitfalls.

As public health professionals have identified smoking as the leading cause of preventable death in Canada and worldwide, it is imperative that communities implement solutions to cigarette litter that support positive environmental and public health outcomes. The concept of a deposit-return program offers the Province of BC the opportunity to show leadership in both of these areas to support healthy communities now and in the future. On behalf of City Council I therefore express our support once again for a province-wide deposit-return program for cigarettes.

Thank you for your consideration of this request, and we look forward to working with the Province of BC to further promote a healthy, clean environment.

Yours sincerely,

Darrell

Darrell Mussatto
Mayor

Enclosures (2)

cc: Honourable Naomi Yamamoto, MLA, North Vancouver – Lonsdale
North Vancouver City Council

MINUTES OF THE REGULAR MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBER, CITY HALL, 141 WEST 14th STREET, NORTH VANCOUVER, BC, ON MONDAY, MARCH 7, 2016.

NOTICE OF MOTION

**25. Support for a Deposit – Return Program for Cigarettes
– File: 10-4900-01-0001/2016**

Submitted by: Mayor Mussatto

Moved by Mayor Mussatto, seconded by Councillor Buchanan

WHEREAS cigarette butts are the leading source of litter by both number and weight in Canada and worldwide, where billions are littered daily;

WHEREAS cigarette butts are non-biodegradable and leach toxic organic chemicals and heavy metals into the environment impacting soil, fresh and salt-water, and have a significant negative impact on the aquatic and land-based organisms that ingest them;

WHEREAS a Cigarette Butt Deposit – Return Program has been identified by public health professionals as a promising solution to reduce cigarette litter that also aligns with positive public health outcomes;

WHEREAS existing awareness campaigns and increased enforcement have only transient and marginal effects on cigarette litter reduction, and cigarette receptacles serve to re-normalize smoking and even have the potential to undermine smoke-free regulations;

THEREFORE BE IT RESOLVED THAT staff report back on options for the implementation of a Cigarette Butt Deposit – Return Program in the City of North Vancouver and the potential for collaboration with surrounding municipalities;

AND THAT a letter be written to the BC Minister of Environment in support of a province-wide Deposit – Return Program for the elimination of cigarette litter.

CARRIED UNANIMOUSLY

A Provincial Deposit – Return Program for Cigarettes

A well structured program can protect the environment and overcome the deficiencies of public ashtray programs.

Cigarette butts are the leading source of litter, both by number and weight, both in Canada and worldwide, where billions are littered daily. They are unsightly, non-biodegradable and toxic to the environment. They are increasingly getting the attention that they deserve as an environmental concern.

Awareness and enforcement campaigns are ineffective and/or impractical, therefore recently public ashtray-equivalent-based programs have been proposed. This tactic is supported by the tobacco industry and clean-up groups, who often do not see any problem in partnering with them.

A pilot program of such is currently underway in Vancouver, yet is not succeeding (estimated 3% to 6% efficacy) with multiple butts seen not only meters away from the “receptacles”, but even directly below them. A properly designed deposit-return program will likely be much more effective as it relies only on personal financial self-interest, and not any plea to “do the right thing”.

Ashtray programs are bad for public health.

1 By nature, these programs counter a principal public health tenet - the denormalization of tobacco use. Government programs should aim to lessen the visibility and acceptability of the tobacco industry and smoking. The widespread presence of ashtrays (Vancouver's ultimate plan was for 2000 of them) imply tacit government consent, acceptance and even approval of widespread smoking in public. They strengthen the impression that smoking is common, and create smoking zones in public places. Such re-normalization of smoking is directly aligned with the strongest interests of the tobacco industry.

2 Many of these ashtrays are placed within no-smoking buffer zones around doorways etc.. This ridicules and encourages violations of, hard-fought for, City Health Bylaws.

3 These programs often involve partnering with the tobacco industry (as initially was the case in Vancouver, albeit indirectly). This is inappropriate and runs counter to government obligations under Canada's participation in the WHO Framework Convention on Tobacco Control.

Deposit-Return Programs can support public health objectives.

1 Tobacco litter serves as free, albeit perverse, advertising for the tobacco industry, possibly just the sort that appeals to rebellious teenagers, the highest risk group for starting.

2 Tobacco litter serves as withdrawal triggers/reminders to all smokers, and especially those trying to quit.

3 Tobacco litter in places where smoking is prohibited (eg: building entrances, park benches) is used as an excuse by the next potential smoker to break the bylaw as well, knowing that so many others have previously ignored it.

4 Although (in this proposal) fully refundable, the increased up-front cost of purchasing a pack, as well as the inconvenience of needing to return it to a depot, will likely dissuade some smokers/potential smokers from the purchase.

Physicians *for a* Smoke-Free Canada

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DESIGN PRINCIPLES:

Deposit: this must be large enough to dissuade most smokers from actually littering. We would suggest \$1 per package or \$0.05 per cigarette butt.

Fully Refundable: on return of the pack with all 20 used (or preferably unused!) filters. It is important to be able to state that this is not an additional tobacco tax in order to help foster public consent for the program.

Return: this should be done at central depots. This will decrease the visibility of smoking and of tobacco litter, thereby furthering the public health mandate of denormalizing the tobacco industry.

(In British Columbia, Encorp Pacific, <http://www.return-it.ca> is a federally incorporated, not-for-profit, product stewardship corporation with beverage container management as their core business, who are also charged with collecting multiple other products. They have 172 locations across the province and would seem an obvious fit. It is likely that individuals will spontaneously design business arrangements whereby they collect and return multiple packs from other smokers for a small percentage of the return; we see no reason to discourage such.)

Recycleability: it should be recognized that being able to recycle the butts is an added bonus, and not necessary to the usefulness of the program. Even if all the butts were to end up being placed en-masse in a landfill, this would be infinitely better than billions entering sensitive areas of the environment individually.

(Currently, to our knowledge, TerraCycle is the only company recycling cigarette butts, and they do so in open partnership with the tobacco industry. We recommend that the government either develop their own recycling facility, or consider partnering only with private companies willing to forgo all ties with the tobacco industry. Whether TerraCycle would have the capacity to handle the considerably increased volumes that would be generated via a deposit-return program is unknown.)

Portable ashtrays: these cost very little, and their use can be encouraged as a means to extinguish and transport the butts before placing them in the packs. In reality a few seconds care in extinguishing the butt and a plastic baggie is all that is required. Alternately the packs could easily be redesigned with a foil pocket in order to serve as their own portable ashtrays from the beginning.

Marking of packs eligible for return: cigarette packs are already marked by provincial origin and multiple options are available to enhance such including stamps, bar codes, and other electronic means. This will lead to the packs themselves as the functional holders of most of the deposit value, and therefore any littered packs will become quite valuable, as they could be filled up with any 20 littered butts for a full refund (such is not a problem as ultimately the same end will result).

Return of "orphaned" littered butts: these should also be considered for refund, however at a much lower rate. We suggest 1¢/butt. This should be done in bulk by dry weight.

A pilot project run by WestEnd Cleanup June 18, 2013 proved that this will work, and gathered widespread media attention and approval (as proof of principle for a deposit-return program and a call for such), collecting 60 000 butts in several hours by paying \$20/ pound of butts, calculated to be 1¢ each.

Including this component will virtually guarantee that almost all cigarette litter will rapidly disappear one way or the other. This also provides a small source of income for many disadvantaged individuals, although such should not be viewed as the principal goal of the program (having the butts not be littered in the first place is). The lower rate of return is necessary in order to prevent a degree of inevitable cheating from bankrupting the system, as we see no way to prevent such cheating (both attempts to mix in non-cigarette litter, and the return of non-eligible butts from other sources).

There should also be a maximum weekly return of these, such as 7lbs/wk/individual, and names/addresses should be recorded in order to discourage organized cheating. We would also suggest that the roll-out of this aspect of the program occur only following a 3-6 month delay for two reasons: Firstly, so that the percentage of marked packs being returned can be assessed; if it is very high (~95%?) then there would be less need for this component, and also both a tendency for a greater percentage of cheating, and less available funds to cover such. Secondly there should be time for an attempt to clean up butts pre-existing from before the deposit program was initiated as, of course, all such butts will not have been covered by any deposit.

Funding: with the above details the program would be ahead 4¢/ littered butt, this should be enough to both cover cheating (even if an unimaginable 50% by weight, the program would still be ahead 3¢/ littered butt), and administration costs. Therefore, after start-up, the program should be self-funding. There also will be some income from the temporary holding of funds. Should the above calculations fail, the program could be modified to claw back a small percentage of the deposit. Current efforts to clean up tobacco litter are quite expensive-estimated at over \$7 million/yr by the City of San Francisco.

Anticipated Volumes: according to Propel's Tobacco Use in Canada¹ British Columbia has 515,000 smokers, who smoke an average of 12.9 cigarettes per day, suggesting a daily consumption in this province of 6.6 million cigarettes or 330,000 packages.

The following calculations obviously make multiple assumptions, but should serve as a useful guide:

- If all eligible and returned in full packs, the above would translate to \$330,000 in deposit funds collected daily, or \$120 million in a year.
- If there were 172 depots, each would be expected to handle on average 1,900 packages per day, providing \$1,900 in refunds.
- Most customers could be assumed to batch packs and return them on an infrequent (say monthly) basis, resulting in about 65 transactions per depot per day.

The tobacco industry should not be involved:

other recycling programs do involve the source industry, via the notion of Extended Producer Responsibility.

However as a pariah industry which has repeatedly shown that its intentions are not in-line with the good of society, and the sole to be affixed the relationship status of "denormalization" by the government, the tobacco industry should be allowed no role in this program. Deposit funds awaiting return should be held either by the government, the collecting corporation, or one of their proxies.

The industry's views on this program are not known at this time. Given that it would lessen the visibility of their product, their opposition could be anticipated.

Pilot projects are not advisable: The feasibility of a deposit-return model has already been demonstrated by the success of B.C.'s beverage container recovery system. Additionally any smaller pilot jurisdiction would face challenges that would be less daunting province-wide, including the incentive for smokers to just buy their packs outside the region and the marking of packs eligible for deposit-return.

However if a pilot project is viewed as politically expedient, we believe that if designed properly such could be successful. It would be most feasible in isolated communities such as islands (Haida Gwaii?) or up north (or if larger is desired an entire health region could be considered, such as Island Health or Northern Health) where the closest tobacco vendor outside the region would be quite far, and hopefully local leaders would sign on and help instil a sense of pride in the community at being pioneers in this fully refundable environmental/ health initiative. We advise against including any return for "orphaned" littered butts in such a pilot as there would be too great a potential for butts being brought in from elsewhere.

British Columbia's beverage container recovery system, enacted in 1970, is the oldest legislated deposit-return system in North America, and has been highly successful, and widely copied.

British Columbia can again take the environmental lead with a bold and innovative approach to fighting cigarette litter.

It must do so in a manner that is consistent with public health objectives.

Dr. Stuart H. Kreisman

stuarthk@telus.net

Physicians for a Smoke-free Canada
British Columbia
June, 2014

¹ *Propel Centre for Population Health Impact. Tobacco Use In Canada. Patterns and Trends – 2014 edition.*

From: Info YPAV [<mailto:info@ypalbernivalley.ca>]

Sent: Sunday, June 05, 2016 5:15 PM

To: Davina Hartwell

Subject: Letter for information June 13 - thanks to CPA for ACDC

Hi Davina,

Attached below is a letter thanking the city for the help that the Young Professionals received from the city in putting on the ACDC beer gardens and entertainment. We're proud to report that the event was an absolute success and that Canal Beach was left spotless.

Special thanks go out to Tim for taking the time to iron out any of the public's concerns with us, the RCMP for making their presence felt at the event, yourself for helping with the special occasion licence, Theresa & the staff at Echo for helping us with booking Canal Beach, Jacob for lending us the fencing, parks staff for ensuring Canal Beach was spotless prior to the event, Wilf for lending out a generator and Guy and Brian for helping with takedown at the end of the night. We couldn't have done it without you guys! I'll try to find the above people to thank them myself but please pass along my thanks till then.

Cheers,

Kat

Kat Slepian

Public Relations

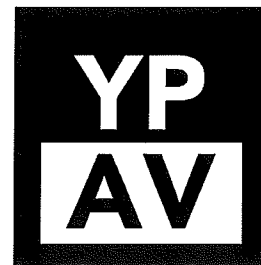
Young Professionals of the Alberni Valley

ypalbernivalley.ca

C: 778-689-4238

ENTERED

City of Port Alberni
4850 Argyle St.
Port Alberni
V9Y1V8



Dear Mayor and Council,

The Young Professionals would like to thank the City of Port Alberni for allowing us to help host the Alberni Canal Downwind Challenge and beer gardens at Canal Beach on June 4. The event was an absolute success and we couldn't have done it without the fencing and generator we borrowed from the city, as well as the use of Canal Beach.

Between ACDC organizers, the YPAV, the Port Alberni Shelter Society and all of the many volunteers and organizations who came to support us out, we truly believe that we put on an event that the entire city can be proud of and that puts Port Alberni on the map in a positive light.

Here's to bigger and better next year!

Sincerely,

Kat Slepian
Public Relations
Young Professionals of the Alberni Valley
info@ypalbernivalley.ca

From: Jeff Cook [<mailto:jeff.cook1950@icloud.com>]
Sent: Thursday, June 02, 2016 8:58 AM
To: Davina Hartwell
Subject: For consideration

3806 Church Street,
Port Alberni, B.C.,
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Mayor and Council,
4850 Argyle Street,
Port Alberni, BC,
V9Y 1V8

Re: parks recycle bins

I hope this is the right avenue to pursue but if not, please pass this on to the appropriate department for consideration.

This has been on my mind for a few years now.
In the past I used to play ball and in recent years have become a spectator.

In those years, I have witnessed recyclables being thrown into the garbage cans.
Through out the day (during tournaments) spectators and players alike have observed the less fortunate, rummaging through the bins and gathering recyclables.

As a citizen, as with others, I feel bad that we have to witness this.
The collector must also feel humility and embarrassment that they have to resort to picking out of garbage bins.

As we all are aware, it can also be unsanitary and pose health risks.

In particular with a full garbage bin, recyclables are ultimately missed.

I realize there may be some cost factors but would like you consider that the City place open recycle bins beside the garbage cans at our playing fields.

With regards,

Jeffrey R. Cook

ENTERED