

CITY OF PORT ALBERNI - MEETING SCHEDULE

MONDAY, MARCH 14, 2016

1:00 pm	Special Meeting of Council Re: Five Year Financial Plan <i>@ Council Chambers</i>	OPEN MEETING
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Immediately following the Special Mtg. at 1:00 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

Wed. March 16 3:00 pm	Special Meeting of Council Re: Status Report <i>@ Council Chambers</i>	OPEN MEETING
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Thurs. March 17 12:00 pm	Advisory Planning Commission <i>@ Committee Room</i>	OPEN MEETING
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Tues. March 29 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, MARCH 14, 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 12

1. Special Meeting held at 2:30 pm and Regular Council Meeting held at 7:00 pm on February 22, 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. Island Health - Page 24

Dr. Hasselback, Medical Health Officer, Island Health in attendance to present local data and stats on a variety of topics.

2. North Island Students' Union - Page 45

Jessica Sandy, Executive Director, and Wendy Kerr, Port Alberni representative, in attendance to present the Canadian Federation of Students BC's "Don't Close the Doors" Campaign which seeks to have the provincial government reinstate funding for Adult Basic Education programs in BC.

That Council for the City of Port Alberni write to the Minister of Advanced Education, supporting Adult Basic Education and requesting funding be reinstated for Adult Basic Education programs.

3. Heritage Fair - Page 60

Pam Craig in attendance to provide information regarding the Heritage Fair, May 6 & 7, 2016.

E. UNFINISHED BUSINESS

Includes items carried forward from previous Council meetings.

1. Director of Community Services - Mclean Mill Management Board Terms of Reference - Page 61

Report from the Director of Community Services dated March 10, 2016 outlining information to assist Council in determining the reporting structure and actions required for creating the Management Board.

That the report from the Director of Community Services dated March 10, 2016 outlining a proposed establishment of the McLean Mill Management Operation Board, be received.

Council direction required.

2. City Clerk - Personnel Committee Recommendations - McLean Mill Management Board - Page 69

Report dated March 9, 2016 requesting Council's confirmation of appointees to an Interim McLean Mill Management Board.

That Council for the City of Port Alberni appoint Bill Collette, Jan Lavertu, Sheena Falconer and Ken Fyfe to the Interim McLean Mill Management Board effective immediately; that Susan Merivirta and Jamie Morton be appointed as non-voting advisers to the Board; that Councillor McLeman be appointed as Council's liaison; that the WVIIHS be invited to appoint a liaison and that expressions of interest be invited from the public for the three remaining positions at such time as the governance structure of the Board and Terms of Reference are confirmed.

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 March 14, 2016 be received and the cheques numbered _____ to _____ inclusive, in payment of accounts totalling \$_____, be approved.

2. Alberni Harbour Quay Lease - Unit #6 - 5440 Argyle Street - Page 71

That Council for the City of Port Alberni authorize the Mayor and Clerk to enter into a lease for Unit #6 at the Alberni Harbour Quay with "All Mex'd Up Taco Shop" (Judy Walker) for a five year term commencing February 1, 2016 at the current monthly rent of \$695.25 per month plus taxes.

3. Lawn Bowling Club Lease - Page 76

That Council for the City of Port Alberni authorize the Mayor and Clerk to enter into a lease with the Lawn Bowling Club for a five year term commencing February 1, 2016 for \$1.00.

4. City Planner - Advisory Planning Commission - Page 82

Summary report of the February 18, 2016 meeting of the Advisory Planning Commission.

That the summary report of the February 18, 2016 meeting of the Advisory Planning Commission, be received.

5. Current Status Report - Page 84

That the Current Status Report be received.

6. Managers' Monthly Reports

Providing information about current departmental operations.

Planning Department - Page 88

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

Engineering Department - Page 89

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

RCMP Department - Page 90

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

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. Council Procedures Bylaw Amendment

That "Council Procedures Bylaw 2013, Amendment No. 2, Bylaw No. 4895", be now finally adopted, signed by the Mayor and Clerk, sealed with the corporate seal and numbered 4895.

2. City Clerk - New Revitalization Tax Exemption Program Bylaw - All Commercial Areas - Page 93

Report dated February 26, 2016 providing a new Revitalization Tax Exemption Program Bylaw encompassing all commercial areas of the City outside the uptown area.

That the report from the City Clerk dated February 26, 2016, be received.

That "City of Port Alberni Commercial Revitalization Tax Exemption Program, Bylaw No. 4898" be now introduced and read a first time.

That "City of Port Alberni Commercial Revitalization Tax Exemption Program, Bylaw No. 4898" be read a second time.

That "City of Port Alberni Commercial Revitalization Tax Exemption Program, Bylaw No. 4898" be read a third time.

3. City Clerk - Amendment to Schedule - Revitalization Tax Exemption Program Bylaw - Page 118

Report dated February 26, 2016 providing an amendment to the current Revitalization Tax Exemption Program, Bylaw No. 4814 to include in the schedule of eligible properties private lands in the Alberni Harbour Quay as well as City owned lands.

That the report from the City Clerk dated February 26, 2016, be received.

That 'City of Port Alberni Revitalization Tax Exemption Program, Amendment No. 1, Bylaw No. 4897' be now introduced and read a first time.

That 'City of Port Alberni Revitalization Tax Exemption Program, Amendment No. 1, Bylaw No. 4897' be now read a second time.

That 'City of Port Alberni Revitalization Tax Exemption Program, Amendment No. 1, Bylaw No. 4897' be read a third time.

*** Recess ***

H. CORRESPONDENCE FOR ACTION

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

1. Western Vancouver Island Industrial Heritage Society (WVIIHS) - Page 122

Letter dated March 8, 2016 advising that their Antique Truck and Steam Show will take place in and around the "Industrial Heritage Centre" at Recreation Park on the Labour Day weekend, September 3 and 4, 2016 and requesting the closure of Dunbar Street from the corner of 8th Avenue and 9th Avenue from 7:00 am on Saturday, September 3rd until 5 pm on Sunday, September 4th.

That the letter dated March 8, 2016 from the Western Vancouver Island Industrial Heritage Society, be received and Council for the City of Port Alberni endorse the closure of Dunbar Street from the corner of 8th Avenue, east to 9th Avenue from 7:00 am on Saturday, September 3rd to 5 pm on Sunday, September 4th for the Antique Truck and Steam Show.

2. Angie Blake, Port Alberni Folkfest Multicultural Society - Canada Day Parade - Page 124

Letter dated February 22, 2016 requesting use of City streets for the Canada Day Parade on Friday, July 1, 2016 from 8:30 am until 12:00 noon. (Burde Street in the 11th, 12th and Anderson Avenue area for parade marshaling. Parade route begins at Burde to 10th Avenue and Hollywood Street to Glenwood Centre.)

That the letter dated February 22, 2016 from the Port Alberni Multicultural Folkfest Society requesting use of City streets on Friday, July 1, 2016 for the Canada Day Parade, be received and Council concur with the request subject to notification of emergency services, consultation with all affected businesses to minimize potential conflict and traffic concerns and provision of standard liability insurance.

3. BC Community Forest Association - Page 125

E-mail dated March 3, 2016 advising that the 2016 British Columbia Community Forest Association (BCCFA) Conference and Annual General Meeting will be held in Lake Cowichan from May 26 to 28, 2016. (Registration cost up to \$450 per delegate plus accommodation, travel and per diem).

That the e-mail dated March 3, 2016 advising that the 2016 British Columbia Community Forest Association (BCCFA) Conference and Annual General Meeting will be held in Lake Cowichan from May 26 to 28, 2016, be received and Councillors _____ be authorized to attend.

4. Letters in Support of the Alberni Valley Museum - Page 128

- Shirley Whyte

Letter dated February 19, 2016 urging Council to continue to support the Alberni Valley Museum.

- Diane Hoadley

Letter dated February 15, 2016 concerned that our local museum will be operated by a volunteer organization suggesting professional people must be in charge.

- Donna Brett

Letter dated February 18, 2016 requesting that Council consider the Alberni Valley Museum as a core service.

That the letters in support of the Alberni Valley Museum from Shirley Whyte, Diane Hoadley and Donna Brett, be received.

I. PROCLAMATIONS

1. Seniors' Week Organizing Committee - Page 131

Letter dated February 25, 2016 requesting that June 1 to 11, 2016 be proclaimed as "Seniors' Week" in Port Alberni.

That the letter dated February 25, 2016 from the Seniors' Week Organizing Committee requesting that June 1 to 11, 2016 be proclaimed as "Seniors' Week" in Port Alberni, be received and the week proclaimed as requested.

J. INFORMATIONAL CORRESPONDENCE

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

1. Minister of Transportation and Infrastructure - Page 132

Letter dated February 23, 2016 providing an update on the expansion and enhancement of Transit Services.

2. RCMP, Pacific Region - Municipal Policing Agreement - Page 134

Letter dated February 18, 2016 providing expenditures to January 31, 2016.

3. Minister of Community, Sport and Cultural Development and Minister Responsible for Translink - Page 139

E-mail dated March 2, 2016 providing an invitation to participate in one of six upcoming local government engagement sessions on the Climate Leadership Plan.

4. Greg Kylo, Parliamentary Secretary for the BC Jobs Plan - Page 141

Letter dated February 16, 2016 enclosing the "BC Jobs Plan 4-Year Progress Update" (in "Council Reading File").

5. Minister of Small Business and Red Tape Reduction & Minister Responsible for the Liquor Distribution Branch, and Minister of Community, Sport and Cultural Development & Minister Responsible for TransLink - Page 143

Letter dated February 24, 2016 advising the provincial government is issuing a limited number of licences for the sale of 100% BC wine on grocery store shelves.

6. Minister of Forests, Lands and Natural Resource Operations - Page 146

Copy of a letter dated February 25, 2016 to Scott Fraser, MLA (Alberni-Pacific Rim), responding to the Mayor's letter dated September 28, 2015 (*attached*) regarding the issue of Maa-Nulth Treaty impacts on USW Local 1-85 Franklin River Crew.

7. New Car Dealers Association of BC - Page 149

E-mail dated March 2, 2016 applauding the provincial government's announcement that will allow electric cars to drive in High Occupancy Vehicle (HOV) lanes without having to meet occupancy requirements.

8. Alberni Social Planning Council - Page 151

Minutes of the February 18, 2016 meeting.

9. Minister of Jobs, Tourism and Skills Training and Minister Responsible for Labour - Page 152

Copy of a letter dated February 28, 2016 to the Union of British Columbia Municipalities (UBCM) providing an update regarding the ongoing arrivals of Syrian refugees into communities across BC.

That Informational Correspondence items numbered 1 through 9 be received and filed.

K. REPORT FROM IN-CAMERA

L. COUNCIL REPORTS

1. Mayor's Report

That the Mayor's verbal report be received.

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

That the Regional District verbal report be received.

3. Councillors' Reports

That the Councillors' verbal reports be received.

M. NEW BUSINESS

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

1. Home Occupation Regulations

That staff be directed to prepare a report reviewing options for potential amendments to home occupation regulations.

Council direction required regarding amendments.

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, FEBRUARY 22, 2016 AT 2:30 PM
IN THE CITY HALL COMMITTEE ROOM**

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

LATE: Councillor Sauvé

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**

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

CARRIED

CERTIFIED CORRECT

Mayor Mike Ruttan



Davina Hartwell, City Clerk

**MINUTES OF THE REGULAR MEETING OF COUNCIL
HELD MONDAY, FEBRUARY 22, 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 a flashlight.

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 2:00 pm on January 25, 2016, Special Meetings held at 7:00 am and 5:45 pm and Regular Council Meeting held at 7:00 pm on February 9, 2016 be adopted.

CARRIED

C. PUBLIC INPUT PERIOD

None

D. DELEGATIONS

1. Alberni-Clayoquot Regional District

Russell Dyson, CAO, presented information regarding the ACRD's composition and services, highlighting significant projects planned for 2016. Public consultation will be March 16, 2016 at 6:00 pm at the ACRD and adoption of the plan expected March 23rd. The average property in Port Alberni (avg house price \$175,100) can expect an increase of approximately \$17.35 on this year's tax bill.

2. Alberni-Clayoquot Regional District - Organics

Russell Dyson, CAO, also provided an update regarding AV Organics outlining the current challenges for organics collection in the valley. The current focus will be an organics reduction program to include enhanced education activities such as compost coaching and Bear Smart programs.

3. Wes Hyde, Viridian Energy Co-operative

Provided information regarding solar energy and its benefits, noting the success of programs in other communities as well as communities currently developing solar projects.

E. UNFINISHED BUSINESS NIL

F. STAFF REPORTS

1. Accounts

It was moved and seconded:

That the certification of the Director of Finance dated February 22, 2016 be received and the cheques numbered 134179 to 134328 inclusive, in payment of accounts totalling \$395,206.17, be approved.

CARRIED

2. Deputy Fire Chief – Tender 12 – Removal from Fleet

It was moved and seconded:

That the report from the Deputy Fire Chief dated February 15, 2016 be received, and Council for the City of Port Alberni direct staff to dispose of Tender 12 to the Western Vancouver Island Industrial Heritage Society for the price of \$1.

CARRIED

3. Deputy Fire Chief – Wildfire Protection

It was moved and seconded:

That the report from the Deputy Fire Chief dated February 15, 2016 be received, and Council for the City of Port Alberni direct staff to negotiate in the best interests of the City with Ministry of Forests, Lands and Natural Resource Operations BC Wildfire Service to provide standby coverage and initial attack response assistance during the 2016 wildfire season, and that the Mayor and Clerk be authorized to enter into such agreement.

CARRIED

4. City Clerk - Lease of Property to North Island College

It was moved and seconded:

That Council for the City of Port Alberni authorize the Mayor and Clerk to enter into a new lease agreement with North Island College for the property at 4751 Tebo Avenue for a two year period at a cost of \$9,193.75 per month plus applicable taxes with annual CPI increases, effective April 1st, 2016.

CARRIED

5. Director of Finance – Sludge Agreement Award Funding

It was moved and seconded:

That the report from the Director of Finance dated February 15, 2016 requiring reconsideration of the funding source for award of the Lagoon Desludging Contract, be received and Council for the City of Port Alberni confirm the award of the Contract to Terrapure Environmental for \$1,878,073.00 from the \$11.2 million General Strategic Priorities grant funding received in December 2011.

CARRIED

6. **Director of Community Services – Options for McLean Mill Management Board**

It was moved and seconded:

That the report dated February 16, 2016 from the Director of Community Services providing options for consideration regarding the formation and structure of a Board to oversee the McLean Mill/train operation, be received.

CARRIED

It was moved and seconded:

That Council for the City of Port Alberni form a management board comprised of up to seven volunteers to operate the McLean Mill and Steam Train. The Board will report and answer to Council through the Port Alberni CAO.

CARRIED

It was moved and seconded:

That the Personnel Committee meet prior to the next regular Council meeting to decide on whom to recommend to Council for appointment to the Board at the next regular meeting of Council.

CARRIED

It was moved and seconded:

That Council for the City of Port Alberni direct staff to prepare terms of reference for the McLean Mill Board to include how the board will liaise with the Western Vancouver Island Industrial Heritage Society.

CARRIED

The Mayor called a 10 minute recess at 8:35 pm.

The meeting resumed at 8:45 pm.

7. Economic Development Manager, City Clerk & City Planner – Commercial Revitalization Tax Exemption Bylaw

It was moved and seconded:

That the report from the Economic Development Manager dated February 17, 2016 identifying options for a Commercial Revitalization Tax Exemption bylaw and façade improvement program, be received.

CARRIED

It was moved and seconded:

That Council for the City of Port Alberni endorse the objectives and areas of eligibility proposed in the draft bylaw for all commercial areas of the City and direct staff to prepare the bylaw for consideration.

CARRIED

It was moved and seconded:

That Council for the City of Port Alberni direct staff to prepare an amendment to Schedule B of the current revitalization tax exemption bylaw (#4824) to include Harbour Quay and City owned properties.

CARRIED

It was moved and seconded:

That Council for the City of Port Alberni endorse a façade improvement program specifically focused on main streets (3rd Avenue/lower Johnston/lower Argyle) with a commitment of \$50,000 for the first year of the program.

CARRIED

8. Economic Development Manager – SPROUT Program

It was moved and seconded:

That the report from the Economic Development Manager (EDM) dated February 17, 2016 be received, and Council for the City of Port Alberni direct the (EDM) to negotiate the scope and deliverables for a SPROUT Program and the contract for implementing it, with a contractor, for an amount not exceeding \$20,000.

CARRIED

9. Current Status Report

It was moved and seconded:

That the Current Status Report be received.

CARRIED

10. Managers' Monthly Reports

RCMP Department

It was moved and seconded:

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

CARRIED

Community Services (Parks, Recreation & Heritage)

It was moved and seconded:

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

CARRIED

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

G. BYLAWS NIL

H. CORRESPONDENCE FOR ACTION

1. Evergreen Exhibitions

It was moved and seconded:

That the letter dated February 4, 2016 from Evergreen Exhibitions Ltd. requesting permission to suspend a banner across 10th Avenue near Echo Centre from March 7 to 13, 2016 to promote its annual Spring Home Show to be held March 12 & 13, 2016 at Glenwood Sports Centre, be received and the request approved.

CARRIED

2. Young Professionals of the Alberni Valley

It was moved and seconded:

That the email dated February 9, 2016 from Janette Cormier requesting a letter of support to accompany their grant application to purchase and plant nut producing trees on the Dry Creek Community Garden site, be received and a letter of support provided as requested.

CARRIED

3. Alberni Clayoquot Regional District (ACRD)

It was moved and seconded:

That the letter dated February 15, 2016 inviting Council to meet with the ACRD Board of Directors to discuss pursuing shared service agreements and regional services, be received and staff directed to arrange a mutually acceptable meeting date.

CARRIED

4. City of Port Coquitlam

It was moved and seconded:

That Council for the City of Port Alberni endorse the City of Port Coquitlam's resolution to the Federation of Canadian Municipalities to amend the Build Canada Grant funding program to increase funding contributions for significant projects from the federal and provincial governments.

CARRIED

5. **Roland Smith**

It was moved and seconded:

That the letter dated February 16, 2016 regarding the management structure review and requesting information regarding the effect on the City's budget resulting from decisions, be received.

CARRIED

6. **Charlene Patterson – The Solstice Arts Festival**

It was moved and seconded:

That the letter dated February 17, 2016 requesting a temporary street closure for the Solstice Arts Festival on Argyle Street between 4th and 5th Avenues from Friday, June 17th through Monday, June 20th, 2016, be received and approved in principle subject to notification to local businesses and residents, the provision of standard liability insurance and pertinent information being provided to the RCMP, Fire Department and BC Ambulance.

CARRIED

It was moved and seconded:

That the request for provision of tents and barriers be referred to the Director of Community Services to review eligibility for Community Investment Program.

CARRIED

I. **PROCLAMATIONS** NIL

J. **INFORMATIONAL CORRESPONDENCE**

1. **Seniors Advisory Committee**

The minutes of the October 8, 2015 and January 14, 2016 meetings.

2. **McLean Mill Advisory Committee**

The minutes of the November 19, 2015 and February 4, 2016 meetings.

3. **Diane Mayba**

Letter received February 11, 2016 expressing concern regarding the Alberni Valley Museum changing to a non-profit organization.

4. **Roberta Jensen – Laureate Beta Iota**
Letter dated February 12, 2016 expressing concern regarding the Alberni Valley Museum being operated by a volunteer organization.
5. **Air Quality Council Meeting**
The minutes of the January 28, 2016 meeting.
6. **BC Games Society**
Letter dated February 1, 2016 inviting bids to host the 2020 Winter or Summer Games or the 2022 Winter or Summer Games, bids are being accepted until September 10, 2016.
7. **Wilderness Committee**
Letter dated February 12, 2016 enclosing their latest educational report "Cleaning Up BC's Dirty Mining Industry".
8. **Food Security and Climate Change Committee**
The minutes of the December 3, 2015 and January 5, 2016 meetings.
9. **Youth Advisory Committee**
The minutes of the October 20, 2015 meeting.
10. **Alberni District Secondary School – Life Skills Program**
Letters from Caroline Ellis, Special Education Teacher and Life Skills students thanking Council for their generous donation of bus passes for their Life Skills excursion through the Community Investment Program.
11. **Councillor Ron Paulson**
Providing a summary of his experience at the Truck Loggers Association Annual Conference and Trade Show in Vancouver, January 14/15, 2016.

It was moved and seconded:

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

CARRIED

K. REPORT FROM IN-CAMERA

Council announced the acquisition of the former Esso fuel station property at 3000 Harbour Road effective March 23, 2016. A Certificate of Compliance from the Ministry of Environment has been received. The property is being purchased for \$209,000 with funding from the Land Sale Reserve.

L. COUNCIL REPORTS

1. Mayor's Report

It was moved and seconded:

That the Mayor's verbal report be received.

CARRIED

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

It was moved and seconded:

That the Regional District verbal report be received.

CARRIED

3. Councillors' Reports

It was moved and seconded:

That the Councillors' verbal reports be received.

CARRIED

M. NEW BUSINESS NIL

N. QUESTION PERIOD

Neil Anderson, 8th Avenue, asked whether a response would be provided to Roland Smith's letter. The Mayor confirmed that a response would be provided in due course.

O. ADJOURNMENT

It was moved and seconded:

That the meeting adjourn at 10:04 pm.

CARRIED

CERTIFIED CORRECT

Mayor



Clerk

J:\Clerks\Council\RegularCouncilMeetings\Minutes\Feb22_tf.doc

From: Lawson, Christal [<mailto:Christal.Lawson@viha.ca>]
Sent: Friday, January 15, 2016 3:16 PM
To: Davina Hartwell
Subject: Delegation - Port Alberni

Hello Davina,

I would like to submit a delegation form for Dr. Hasselback to appear at a Port Alberni Council Meeting to make his annual presentation to Council. This year is he doing something different. He will be presenting local data and stats on the following topics:

- Rise in tragic outcomes from illicit drugs
- Changing environment for marijuana
- Increasing problem of prescription drug use
- Treatment options
- Role for local government
- Increases in Alcohol consumption

I am interested in the March 14, 2016 Board date.

Thanks

Christal Lawson

MHO Administrative Assistant
Island Health, Central
3rd Floor, 6475 Metral Drive
Nanaimo, BC V9T 2L9
Tel: 250.739.6304
Fax: 250.755.3372
Email: christal.lawson@viha.ca

ENTERED

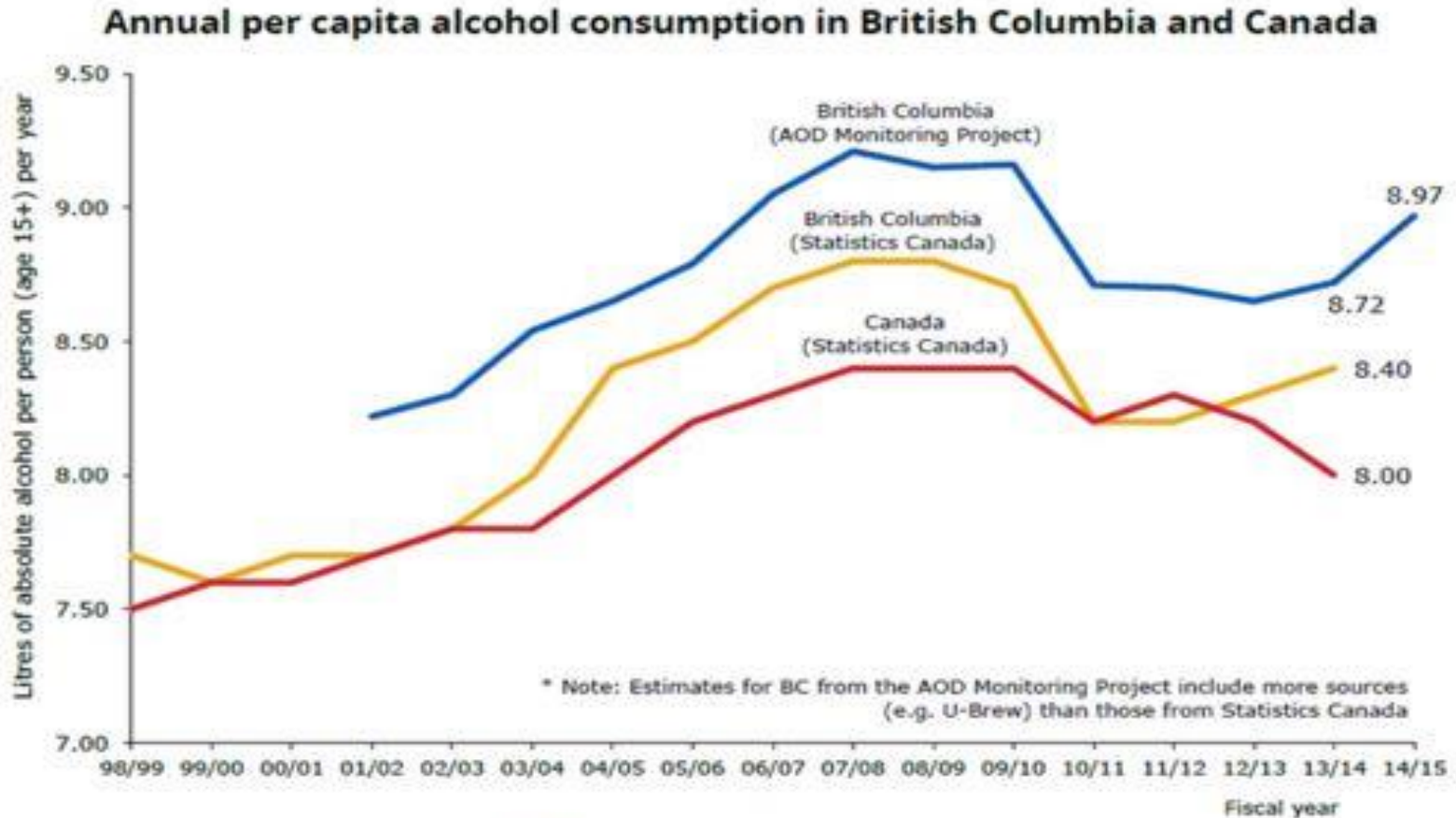
Medical Health Officer Report to City of Port Alberni Council March 14, 2016

Substance Use and Misuse

Outline

- Alcohol consumption – increasing.
- Illicit drugs – in midst of a tragedy.
- Marijuana – the Changing environment.
- Prescription drug use – on the horizon.
- Treatment options – limited.
- Role for local government.

Alcohol Use



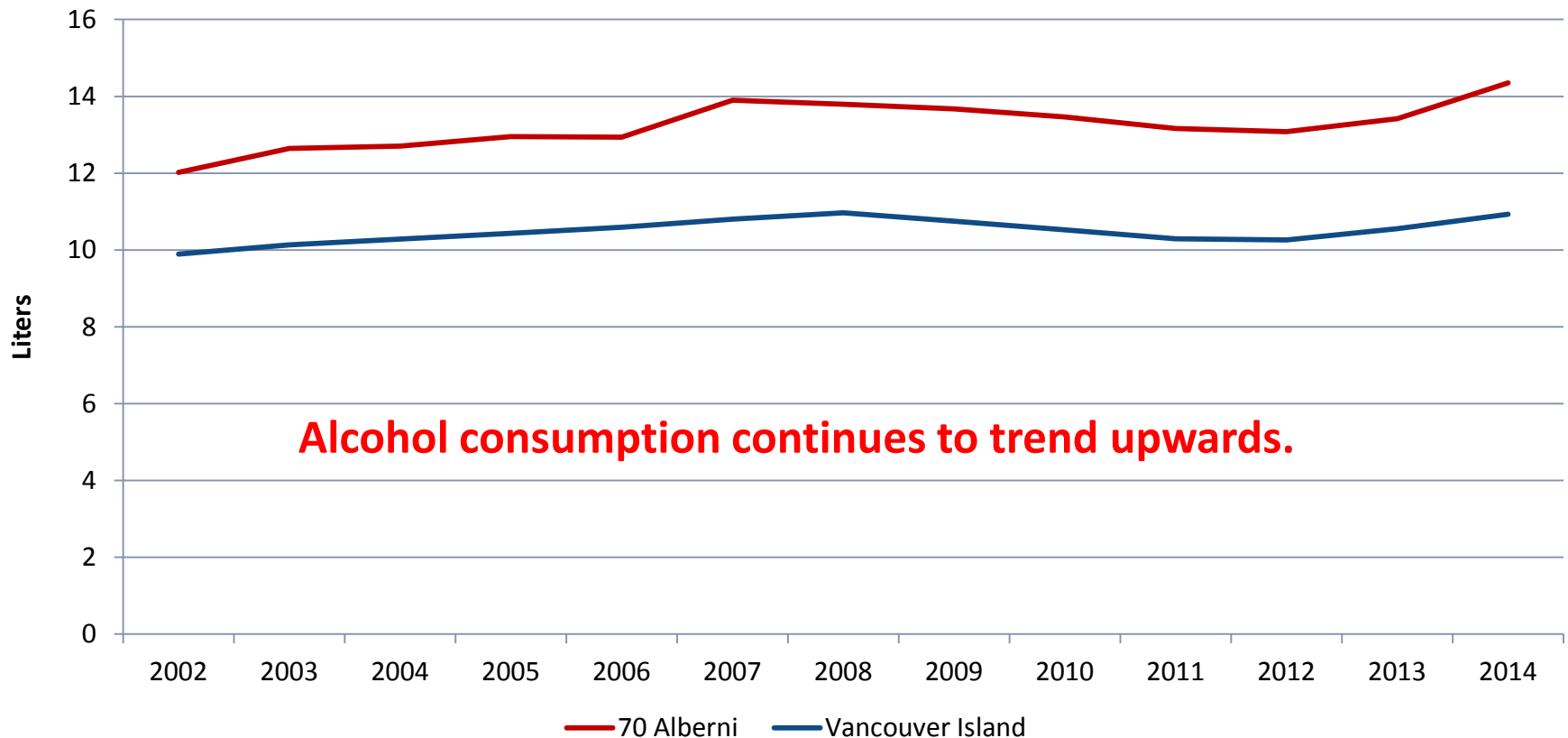
University
of Victoria

Centre for Addictions
Research of BC

carbc.ca | aodmonitoring.ca

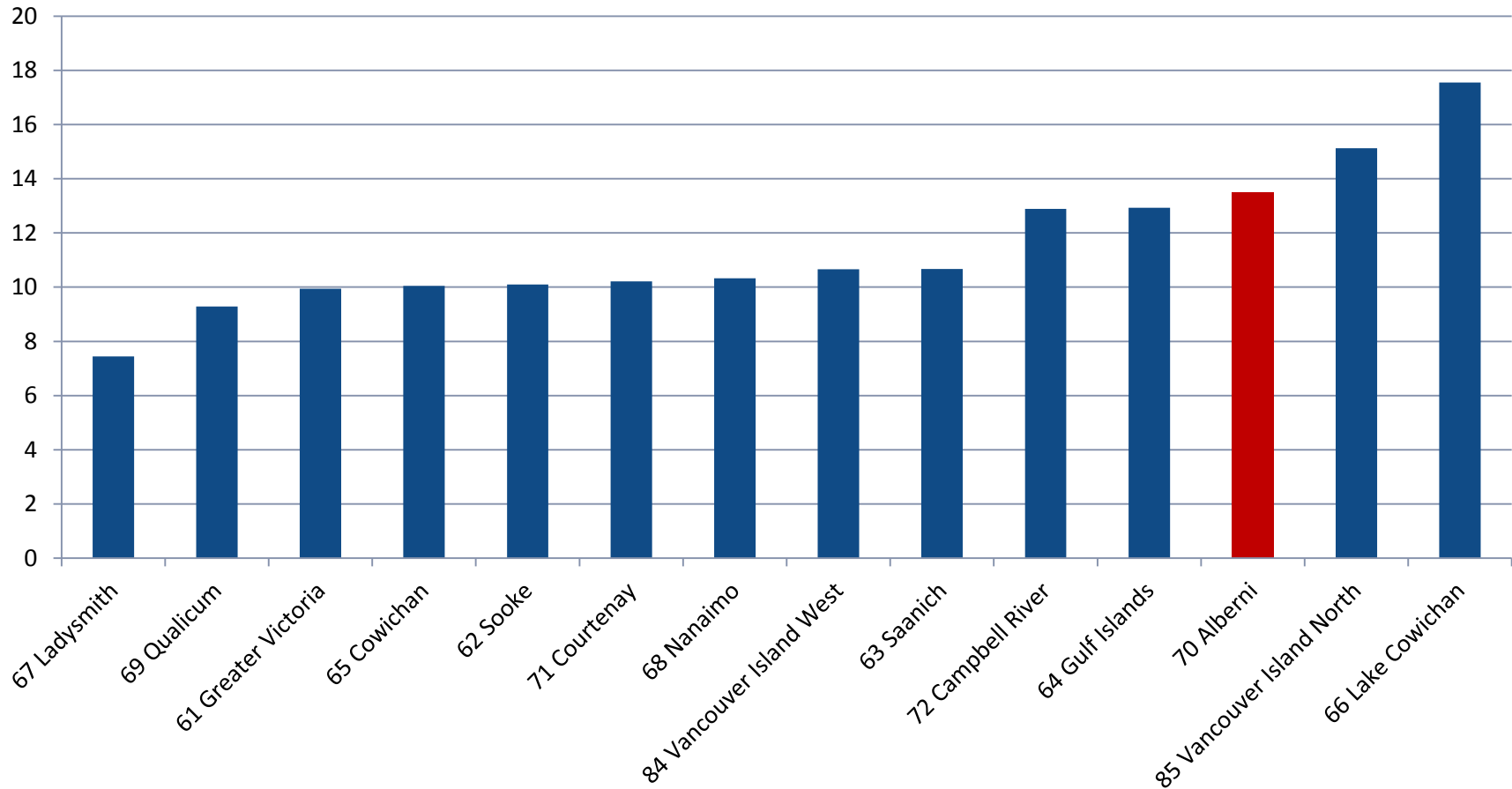
Alcohol consumption per capita continues to increase

Annual per Capita Alcohol Consumption - 2002 to 2014



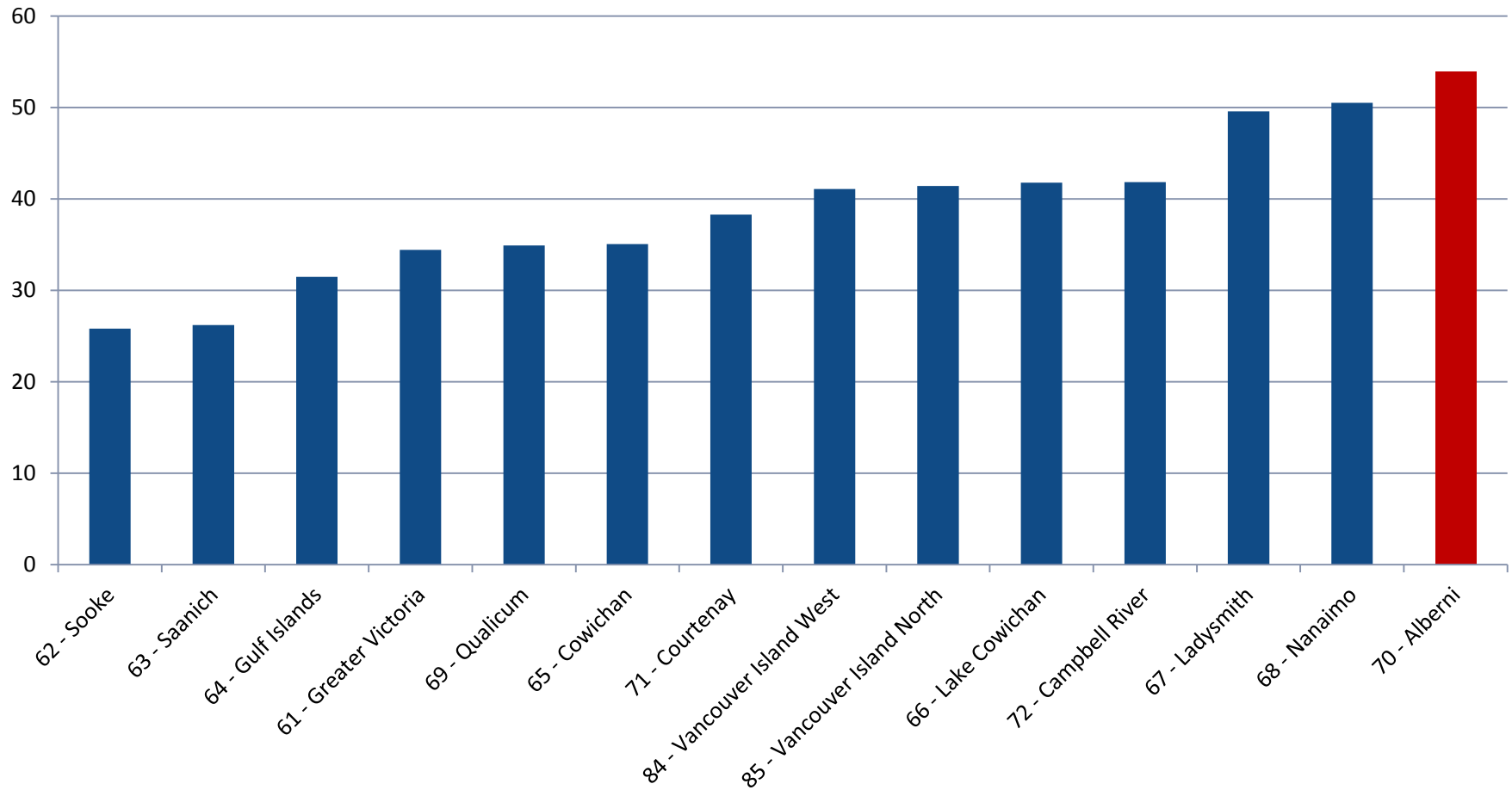
Annual per capita Alcohol Consumption, Island Health - 5 Year Average from 2010 to 2014

Consumption driven by location of purchase

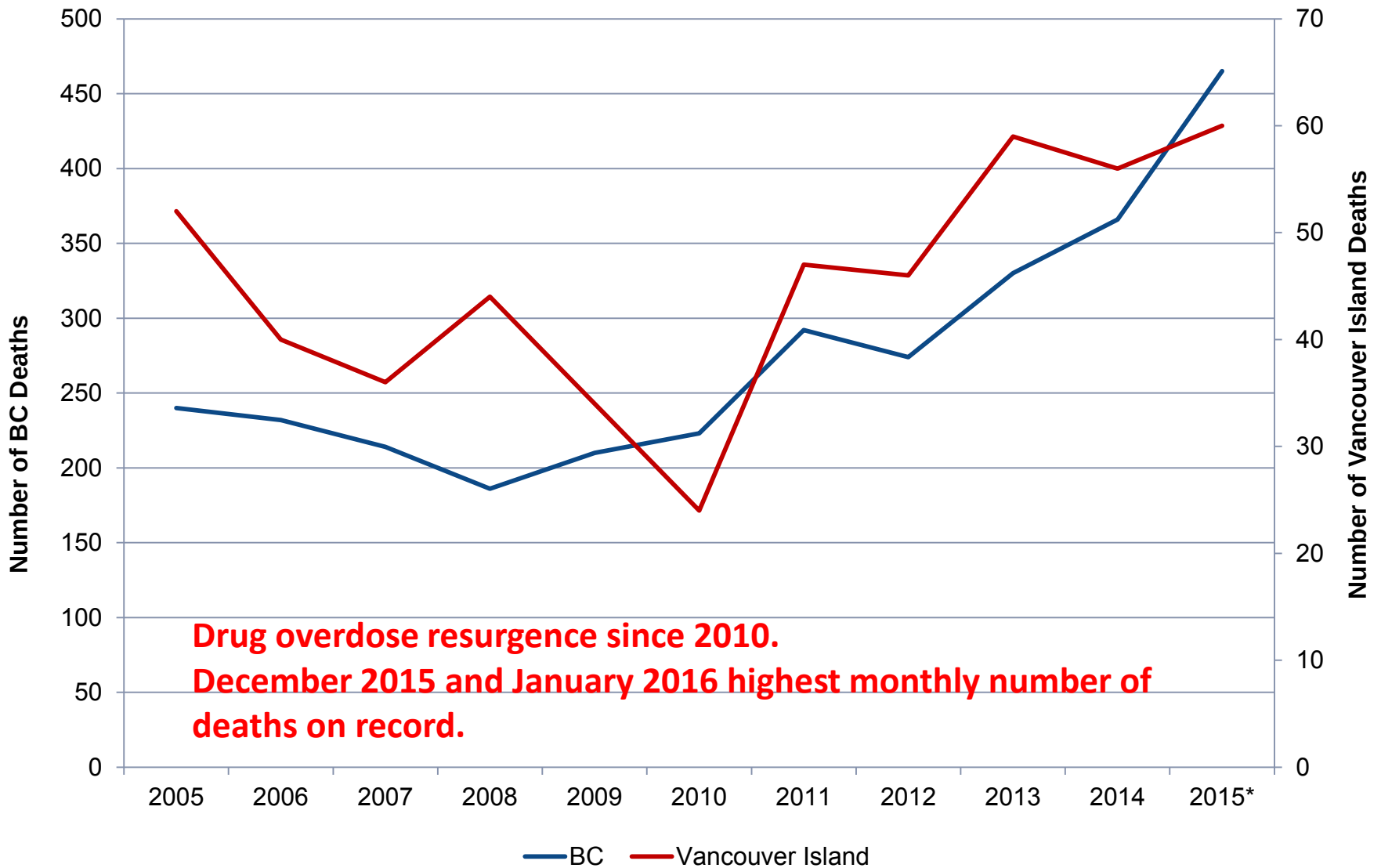


Alcohol Related Mortality

Standardized Rate of Alcohol Deaths, 2013

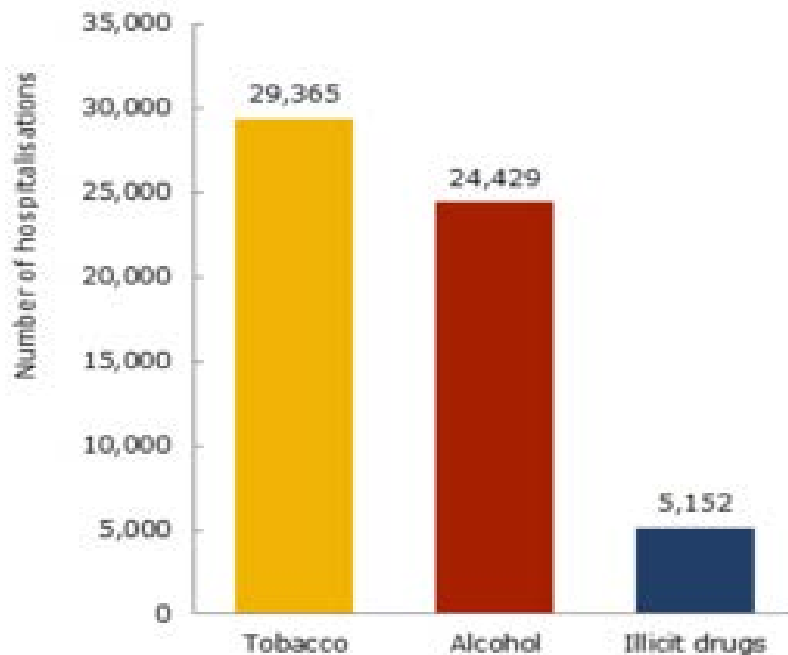


Illicit Drug Overdose Deaths in BC and Vancouver Island, 2005-2015



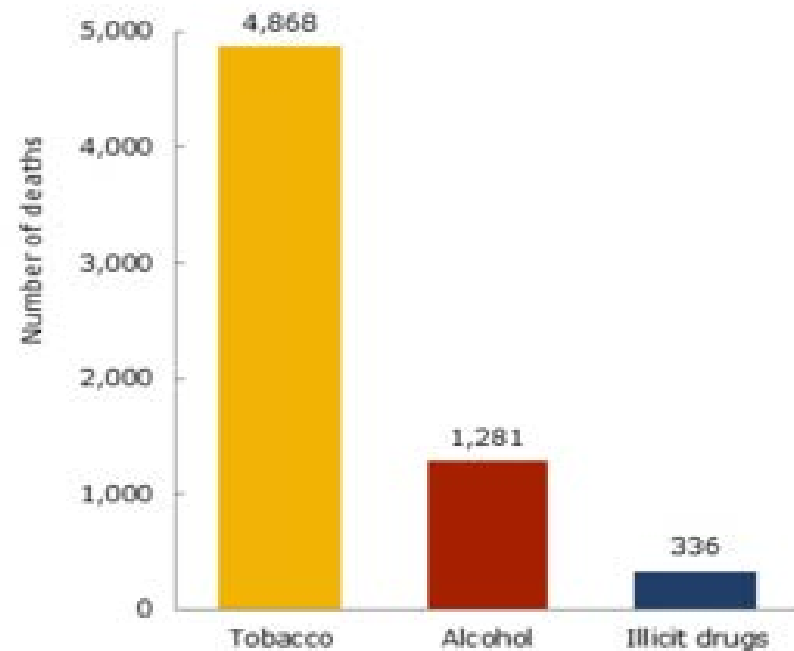
Substance use: Mortality and Morbidity

Number of BC Hospitalizations Related to Substance Use, 2013



Source: BC Alcohol and Other Drugs (AOD) Monitoring Project, Centre for Addictions Research of BC

Number of BC Deaths Related to Substance Use, 2013



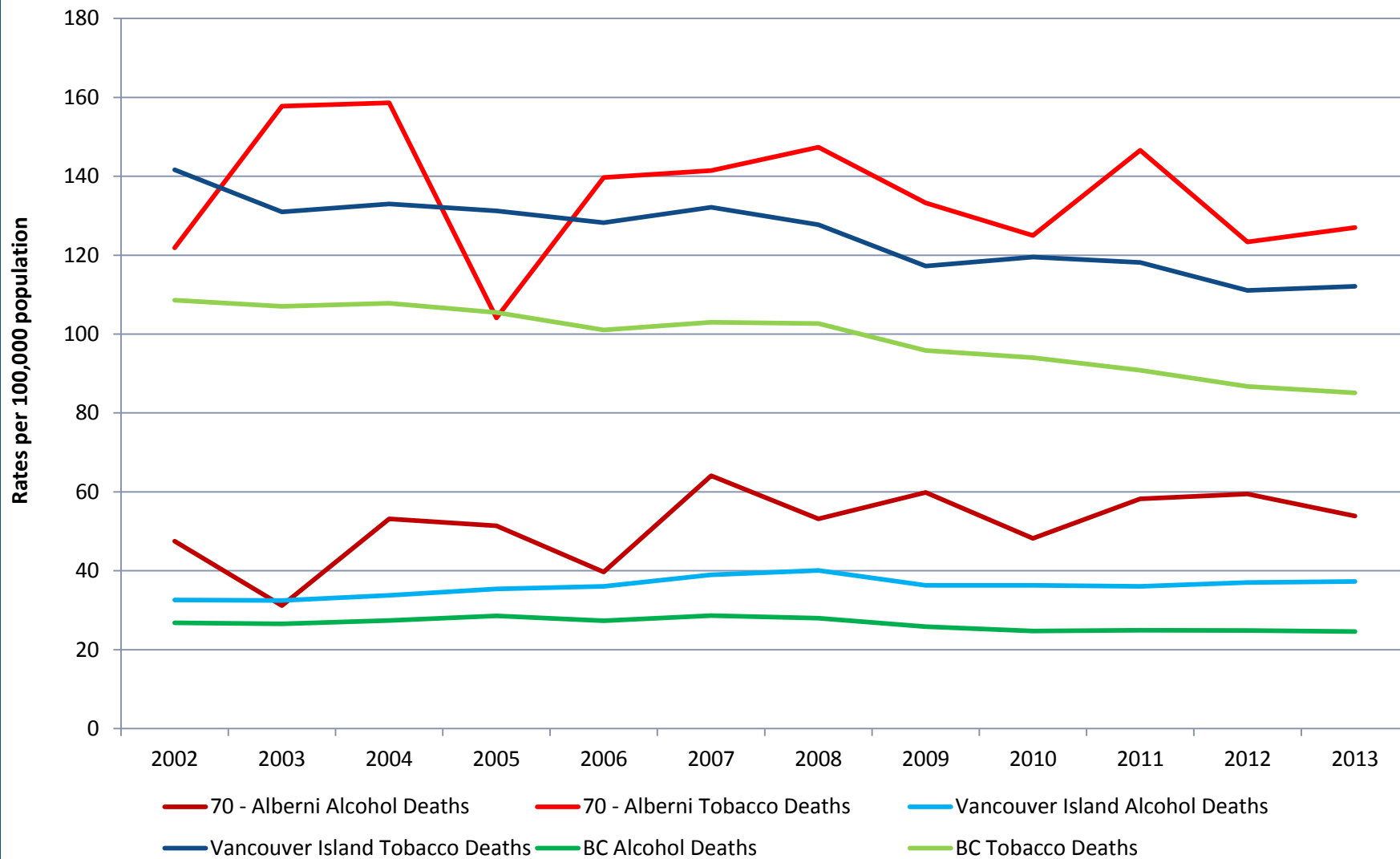
carbc.ca



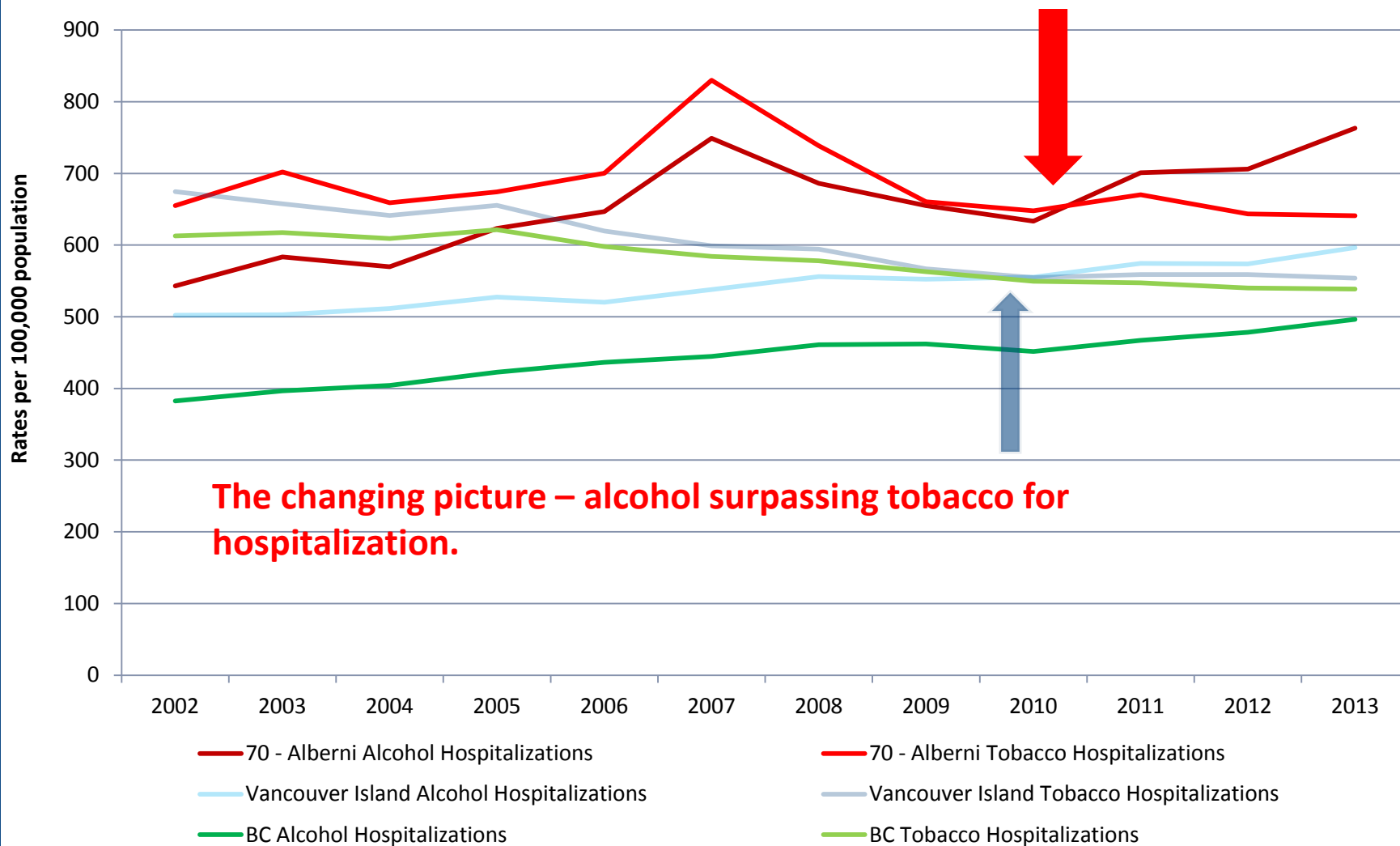
University of Victoria

Centre for Addictions Research of BC

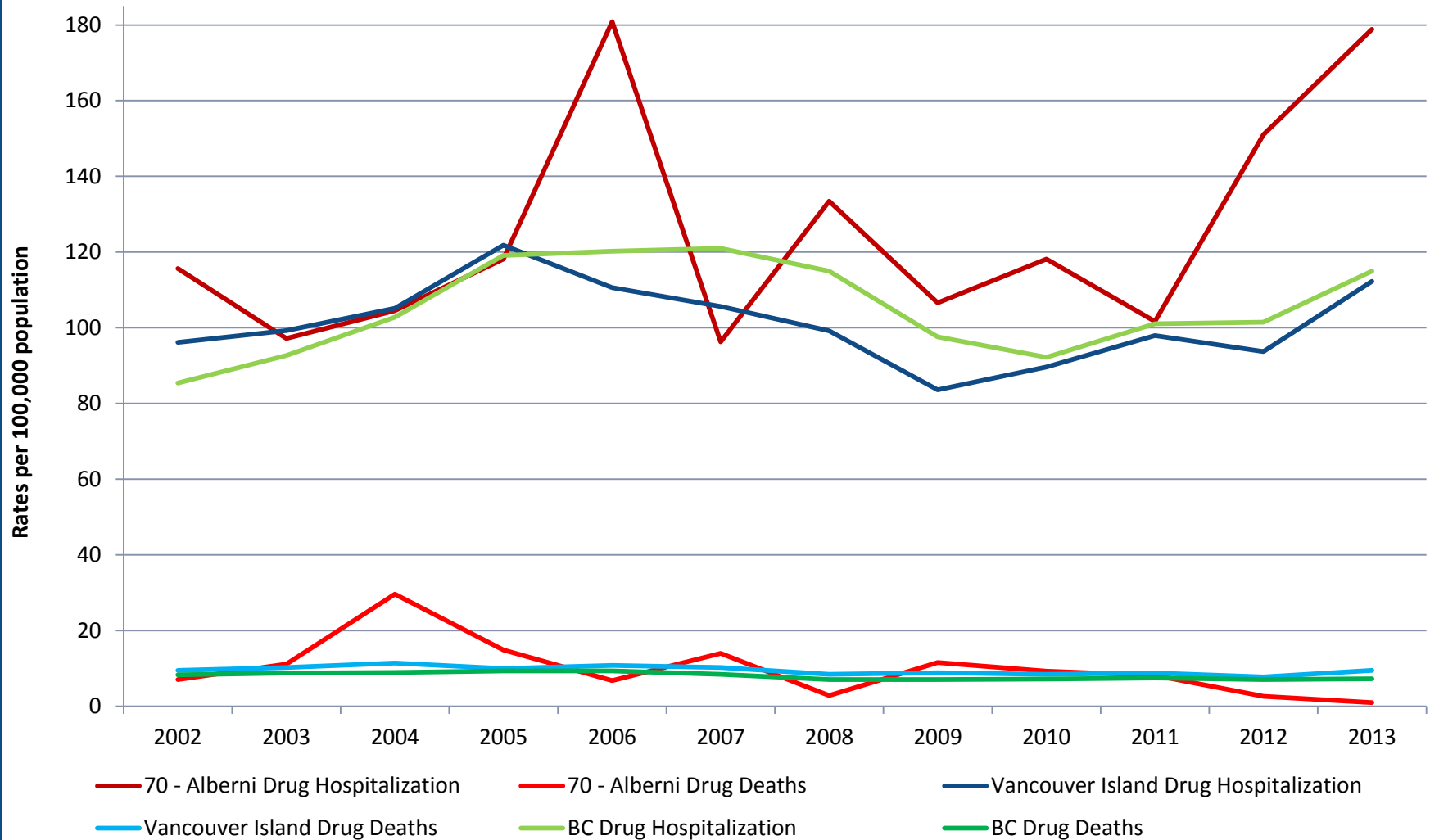
Standardized Rate of Alcohol and Tobacco Deaths by LHA, Island and BC



Standardized Rate of Alcohol and Tobacco Hospitalizations by LHA, Island and BC



Standardized Rate of Drug Hospitalizations and Deaths by LHA, Island and BC



The Changing Street Environment

- Fentanyl has become more available in last 3 years.
- Effect comparable to heroin - may be longer lasting.
- Most product 'imported' - not medical diversion.
- Higher concentration allows for smaller weights to be smuggled.
- Cheaper.
- Added issue: Poly pharmacy with many street supplies including narcotics and stimulants.

Marijuana

- Not a special case.
- Special only in regulatory environment changing.
- Many issues that local governments may wish to consider.



Issues

- Few proven health benefits, some health risks. Risk:benefit akin to alcohol.
- “Dispensaries” can be regulated to some extent by local government, but are not authorized by Health Canada – that may change. Product currently not monitored for quality.
- Authorized growers/dispensors need only advise local governments, but are not required to obtain approval.

Prescription Drug Overdoses

- Increasing.
 - Aging of persons with chronic pain.
 - Misuse
 - More controls in place



Longer Term Needs

- Effective prevention of drug use and addiction.
 - School/university programming
- Early intervention activities
 - Access to peer support/counselling
- Major policy shifts.
 - Address negative impacts of underground economy
 - Access for users to test drug product
- Safer consumption sites.
- Increased access to detox and treatment programs. Treatment effectiveness low and best setting unclear
 - Current 12 detox beds for whole of Central Island 2-3 wk wait (Nanaimo)
 - 500 beds initiative
 - Rehab expensive
- Health professionals with more addiction training.
- Increased access to opiate substitution (methadone).

Housing as a Solution



- Good evidence of value
 - Local governments have significant influence
 - Draft Port Alberni Housing and Homeless Plan – next steps?



- Need for diverse options
 - Detox, transition housing, collective supported environments
- Zoning and NIMBY issues

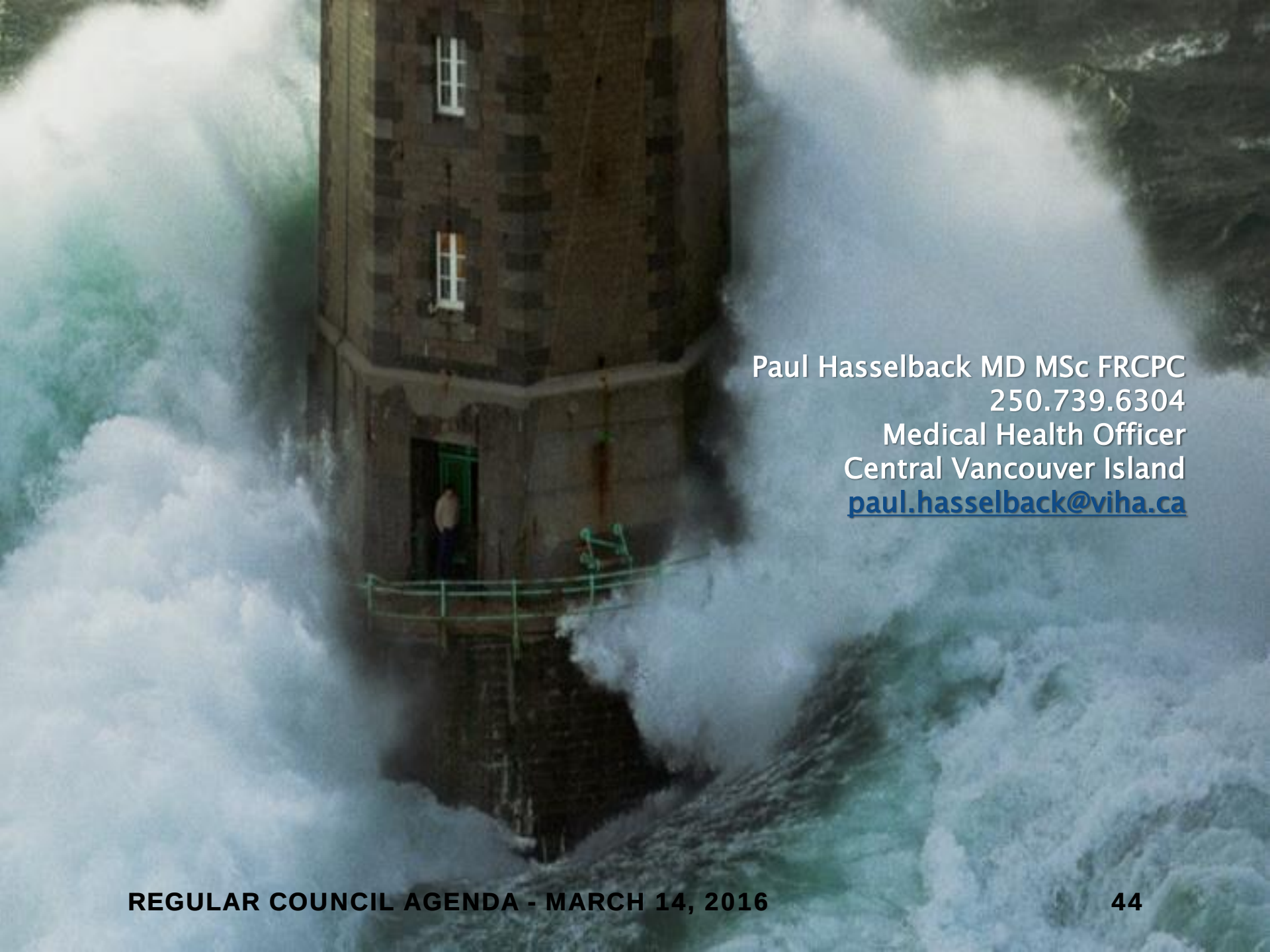
Advocacy Options

- Advocate for effective solutions
- Build hope
 - Treatment and detox options
 - Financial supports for clients
- Municipal Alcohol Policy
<http://bchealthycommunities.ca/map>



So What....

- Local governments can impact accessibility and can contribute to worsening or alleviating substance use issues.
- Local governments need to be aware of and involved in decisions related to marijuana – including setting policy direction.
- Substance use impacts have long been problematic, and require community wide solutions.



Paul Hasselback MD MSc FRCPC
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Medical Health Officer
Central Vancouver Island
paul.hasselback@viha.ca

From: Jessica Sandy [<mailto:execdirector@nisu.ca>]
Sent: Wednesday, February 03, 2016 12:39 PM
To: Davina Hartwell
Subject: City Council Presentation - Don't Close the Doors

Good afternoon Davina Hartwell,

I am seeking a spot on the agenda for the March 14, 2016 meeting to present to the council about the Canadian Federation of Students BC's Don't Close the Doors Campaign, which seeks to have the provincial government reinstate funding for Adult Basic Education programs in BC.

Presenters will be myself and Wendy Kerr, Port Alberni Representative for North Island Students' Union. We will have a powerpoint presentation to provide to you prior to the presentation. For the council's consideration I have attached a factsheet on Adult Basic Education that was created to supplement the campaign. Below is also a draft motion, that has to date been passed unanimously by the City of Victoria, City of Burnaby, City of New Westminster, City of Duncan, and the City of Parksville.

Many thanks for your time and consideration, I look forward to discussing this issue with the council.

Respectfully,
Jessica Sandy, M.A.

Executive Director
North Island Students' Union
Local 72 Canadian Federation of Students

PROPOSED MOTION FOR COUNCIL:

Background:

Adult Basic Education, which until recently included tuition-free secondary school level courses, assists many residents of Port Alberni and British Columbia, including new immigrants, single parents, and young workers who didn't finish high school.

Adult Basic Education is essential in helping people to access post-secondary school, qualify for skills and trades programs, and realize careers that pay a living wage.

In December 2014, the Province of British Columbia reversed its policy to offer free basic education to adults. As of January 1 2015, colleges and universities can charge for secondary school classes and as of May 1, 2015 school districts will no longer be able to offer classes to high school graduates who would like to take classes to upgrade their marks or take classes to further their study or work.

Motion:

Be it resolved that Council requests the Mayor to write a letter to Minister Andrew Wilkinson stating support for Adult Basic Education and requesting the Ministry to reinstate funding for Adult Basic Education programs and that the letter be copied to the Canadian Federation of Students BC and the North Island Students' Union.

Jessica Sandy, M.A.

Executive Director

North Island Students' Union

Local 72 Canadian Federation of Students

Adult Basic Education in BC

NEW FINANCIAL BARRIERS WILL FURTHER RESTRICT ACCESS

What is Adult Basic Education?

Adult basic education (ABE) is the provision of elementary and secondary level education to adults through BC's K-12 school system and most public post-secondary institutions.

ABE provides access to a variety of courses and skills training ranging from basic literacy to adult high school graduation. It also supports learners in improving their employability and life skills in addition to helping adult learners attain basic upgrading in preparation for further education. The post-secondary system is used as a delivery method for adult basic education in recognition that many adults achieve a higher rate of success and seek further education when studying in a college or university environment.

Adult basic education is an integral component of BC's education system and economic prosperity, providing a wide range of programs to students who require additional training or skills upgrading in order to participate fully in society and the economy. ABE also plays an important role in increasing adult literacy and improving high school completion and post-secondary participation rates within BC's Aboriginal population.

To be effective, adult basic education must be accessible to all who need it. Recognizing this, the BC Liberals eliminated tuition fees for ABE in 2007. In December 2014, Christy Clark's Liberal government announced they would be ending this policy, no longer requiring that adult basic education be tuition fee-free. Following years of declining investment by the provincial government, a \$15 million funding cut to adult basic education programming was also announced, further eroding these programs.¹

\$15.9 Million

Following years of declining investment by the provincial government, a \$15.9 million funding cut to adult basic education programming was also announced, further eroding these programs.

“High school is free, but further upgrading is not. I think it is reasonable to expect adults who’ve already graduated to contribute to these costs.”

– PETER FASSBENDER, MINISTER OF EDUCATION, 2014

A Short History of Access to ABE in BC

“We are helping people upgrade their education so they can take advantage of our growing economy and enjoy rewarding careers... by offering free tuition for adult basic education, whether students have graduated from high school or not. We’re also going beyond that by helping more adult learners pay for books, transportation and child care.”

—FORMER BC LIBERAL ADVANCED EDUCATION MINISTER MURRAY COELL, 2007

As far back as back as 1976, the provincial government viewed ABE as a “high priority special program”.² At the time, both federal and provincial governments were involved with vocational training and adult basic education. In 1986, responsibility for the majority of adult basic education was transferred to the newly created Ministry of Advanced Education and Labour Market Development, where it remains today (now known simply as the Ministry of Advanced Education).³

In 1988, tuition fees were abolished for adult learners without a high school diploma, followed by an abolishment of tuition fees for all fundamental ABE programming in 1991.⁴ The provincial government took a further step in 1998, with the announcement that all ABE would be tuition-fee free in the post-secondary system.⁵

This policy change was short lived, as the change in government in 2002 also brought a change in policy: the provincial government once again gave public post-secondary institutions the ability to charge tuition fees for adult learners taking ABE courses if they already had a high school diploma. Fundamental level ABE programs remained tuition-fee free, however, which remains the case today.

After extensive research and consultation on the importance of ABE to the province, and the impact of tuition fees on the majority of those adult learners attempting to access the system,

the provincial government again announced a reversal in policy in 2007: all ABE courses in both the K-12 and post-secondary systems became tuition-fee free for all learners, regardless of their high school graduation status starting in 2008.

On December 4, 2014, the Ministries of Education and Advanced Education made an unexpected announcement that the provincial government would be cutting \$6.9 million in funding to ABE programming at post-secondary institutions, and an additional \$9 million from the K-12 system. In order to compensate for this cut, post-secondary institutions would be allowed to charge up to \$1600 per term for all ABE courses offered on their campuses.” Tuition remains free for students working toward their high school diploma in the K-12 sector, or those taking basic, introductory courses not at a post-secondary campus. Beginning May 1, 2015, the provincial government will no longer be providing funding to school districts for tuition-free upgrading courses for adults who already hold a high school diploma.⁶

As with other increases to tuition fees across the province, the introduction of tuition fees for ABE has always followed a period of underfunding or funding model changes. These policies provide an excuse for the provincial government to allow institutions to charge fees, and overwhelmingly punish adult learners who are already in the system or those planning to enroll in upgrading courses:

Who are Adult Basic Education Students?

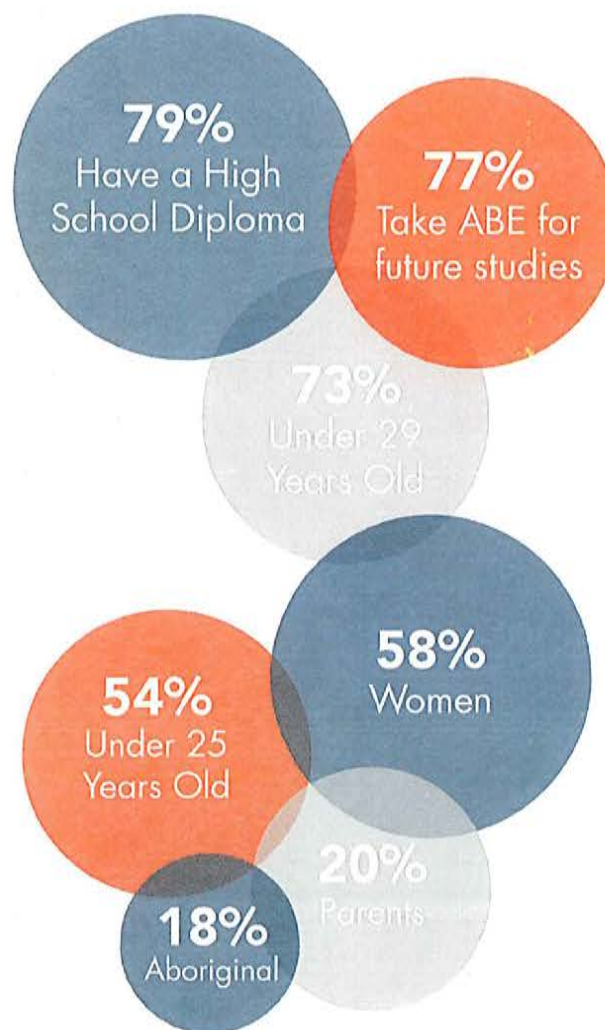
The vast majority of adult basic education students are low-income earners, enrolling in programs in order to qualify for entry into trades or college and university programs.

Adult basic education students fall into three basic categories: those seeking to upgrade their high school courses to qualify for employment opportunities or entry into post-secondary education, those seeking to complete their high school studies, and those with developmental disabilities enrolled in adult special education programs. Other ABE students include those wishing to simply improve their basic literacy or numeracy, or those taking English as a second language courses.

The majority of adult basic education students (79 percent) have already completed high school, and return to primary or secondary-level education in order to qualify for employment or post-secondary education (83 percent).⁷ In many cases, these adults take basic education courses because their high school courses are no longer relevant, due to the length of time since they attended high school. This is often the case in math and science courses. In other cases, adults must change their employment and take secondary level courses required in their new position.

The vast majority of adult basic education students are low-income earners, enrolling in programs in order to qualify for entry into trades or college and university programs.

ABE Students by Demographic



Six-year high school completion rates for Aboriginal youth stand at 59.4 percent, compared to 83.6 percent for non-Aboriginal students. As a result, the proportion of Aboriginal students in adult basic education is higher (at 18 percent) than in the traditional K-12 system (at 10 percent).

A Socio-Economic Equalizer?

Six-year high school completion rates for Aboriginal youth stand at 59.4 percent, compared to 83.6 percent for non-Aboriginal students. As a result, the proportion of Aboriginal students in adult basic education is higher (at 18 percent) than in the traditional K-12 system (at 10 percent).⁸

Women also make up a slightly higher proportion of adult basic education students than in traditional K-12 (58 percent versus 49 percent)⁹ and 20 percent of adult basic education students support a family while pursuing post-secondary education. Overall, the number of students studying while working full-time has increased since 2012 (from 22 to 29 percent), with over half (55 percent) being employed while taking classes.¹⁰

Education and employment outcomes for former ABE students are high, with 70 percent of students continuing their studies after ABE (48 percent in certificate/diploma programs, 43 percent pursuing degrees) and 88 percent of former ABE students no longer studying actively participating in the labour force.¹¹ Accessible adult basic education is not, therefore, simply important to meeting BC's objectives of a knowledge-based economy and being the most literate jurisdiction in North America. Adult basic education also has a strong social justice component, addressing social inequality and increasing economic stability for marginalized groups.

Former ABE Students

Education and employment outcomes for former ABE students are high, with 70 percent of students continuing their studies after ABE (48 percent in certificate/diploma programs, 43 percent pursuing degrees) and 88 percent of former ABE students no longer studying actively participating in the labour force.

The Barriers

Tuition Fees

Public education from K-12 is free in Canada, as for several generations governments everywhere have understood it as the foundation for a strong economy and society.

As noted, in 2002, the BC government began allowing post-secondary institutions to charge tuition fees for basic education courses to adults who have a certificate of high school graduation – the overwhelming majority of those participating in adult basic education courses. Under pressure from students, this decision was wisely reversed in 2007, with the government committing to providing tuition free education for adult learners. The 2007 decision to eliminate tuition fees for ABE was an outcome of the BC government's Campus 2020 Report,¹² and followed months of research and consultation. The Report determined that the provision of cost-free upgrading programs is key to providing a strong economic future for British Columbia and greater access to the labour market for a diversity of citizens.

In December 2014, Christy Clark's BC Liberal government announced a reversal on their previous policy, removing the tuition fee-free mandate. Tuition fees are a significant barrier to accessing adult basic education, creating financial difficulty for those seeking to upgrade their high school courses in order to qualify for employment or entry into post-secondary education. As seen from past experience, tuition fees charged for ABE in the mid-2000s represented a small source of revenue for institutions. Yet, when this cost was downloaded onto individual students as opposed to being paid for by the provincial government, it amounted to a significant impact on individual learners.

Tuition Fees

The 2007 decision to eliminate tuition fees for ABE was an outcome of the BC government's Campus 2020 Report, and followed months of research and consultation. The Report determined that the provision of cost-free upgrading programs is key to providing a strong economic future for British Columbia and greater access to the labour market for a diversity of citizens.

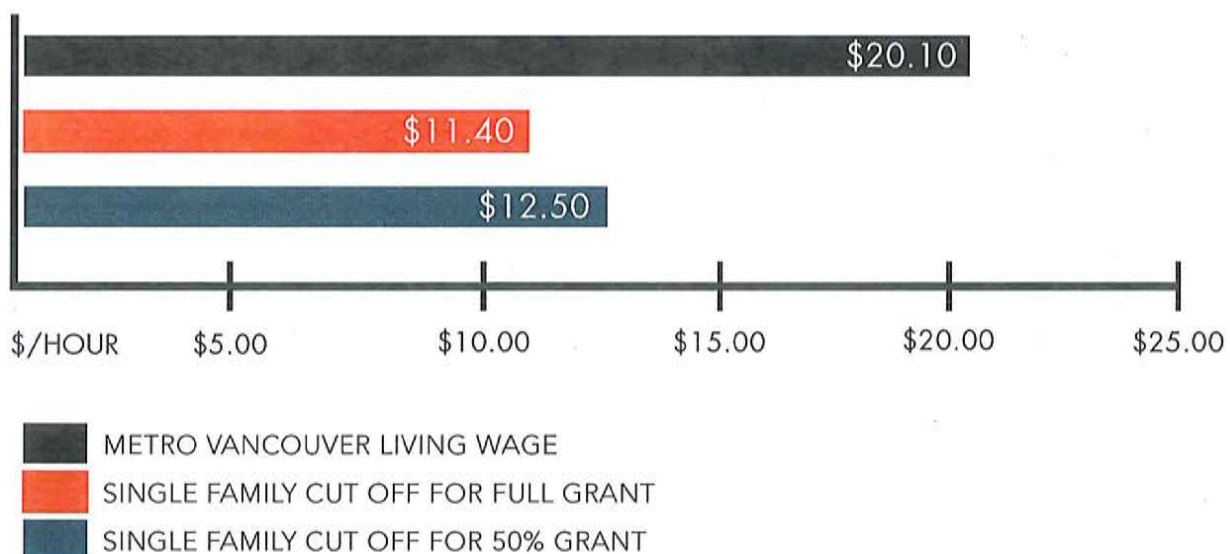
Adult Upgrading Grant

It deserves noting that the provincial government funds a specific grant for adult learners attempting to access and participate in adult basic education. The Adult Upgrading Grant (AUG) – formerly known as the Adult Basic Education Student Assistance Program (ABESAP) – provides a nominal amount of money to very low-income earners in order to offset the costs of pursuing education.

In order to counteract the cost of tuition fees, the BC government announced increased funding to the Adult Upgrading Grant to assist with the costs of tuition fees, books, supplies, childcare, and transportation. The income threshold cut-off in order to qualify for a grant has also been changed slightly, with adult learners earning up to 10 percent more than the income threshold cut-off being eligible to apply for a grant to cover only half of their tuition fees.¹³

Unfortunately, the income threshold for even being eligible to apply for a grant is so low that many adult learners will not qualify (for example, a student working full-time making \$11.40 per hour is the cut-off for a single family size to receive the full grant, or \$12.50 per hour to be eligible to receive a grant to cover a maximum of 50 percent of tuition fees).¹⁴ This is far below the estimated living wage for Metro Vancouver of \$20.10.¹⁵ Further, it is up to institutions to distribute the grants, and concerns have been expressed that the expenses the grants are meant to cover (including transportation and childcare) will not be funded due to lack of adequate funding of the grant program.

INCOME THRESHOLD CUTOFF



Funding Cuts

Over the last decade, operating budgets for BC's colleges and universities have been more or less frozen, making it difficult for institutions to maintain free ABE offerings to meet demand. In response, some institutions have limited adult basic education enrolment (e.g. Thompson Rivers University) or re-classified several high school credits as university transfer courses in order to charge tuition fees (e.g. Camosun College). The result of provincial and federal funding cuts is a wide variance in the quality of and access to adult basic education throughout the province.

Funding cuts have also essentially guaranteed that institutions will opt for the highest amount of tuition fees allowable in order to make up for the shortfall in government funding. The provincial government maintains that tuition-fee free adult basic education is no longer sustainable due to an increase in delivery costs, and that charging tuition fees will ensure the post-secondary programs remain "sustainable".¹⁶ However, the funding shortfall is a direct result of irresponsible government policy. To ensure an effective system, adequate and targeted funding must be made available to institutions to offer high-quality adult basic education.

Funding cuts have also essentially guaranteed that institutions will opt for the highest amount of tuition fees allowable in order to make up for the shortfall in government funding.

Restrictive Income Assistance Policy

In 2002, the BC government changed social assistance rules to disallow those on income assistance (with the exception of those with disabilities) from attending post-secondary education. This includes adult basic education.

The change was made as part of the government's plan to reduce income assistance recipients by focusing on having them secure immediate employment. This strategy neglects the importance of meaningful training and skills development to the acquisition of sustained and adequate employment.

In light of the trend towards a knowledge-based economy in BC, there is a strong economic argument to be made for encouraging individuals on income assistance to enrol in adult basic education, post-secondary education, and skills training. The government's current income assistance policy does the exact opposite.

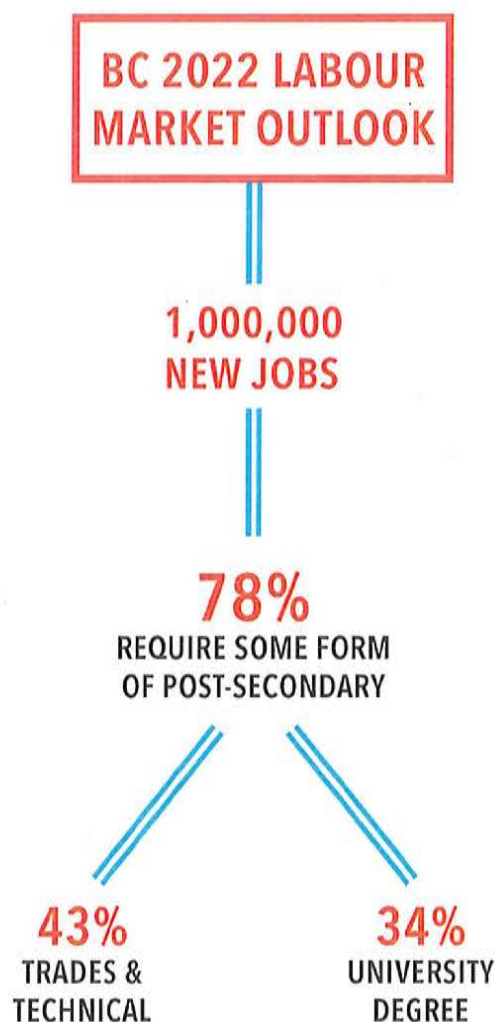
The Consequences

Skills Shortage

BC is facing a major skills shortage as "baby boomers" retire and levels of new labour market participants are declining. According to the BC 2022 Labour Market Outlook, in less than one decade, it is estimated that almost one million new jobs will be available in BC,¹⁷ and 78 percent of these new jobs will require some form of post-secondary education or training (43 percent will require a trades or technical training, and 34 percent will require a university degree).¹⁸ At the same time, it is estimated that approximately 530,000 young people will enter the job market over the next ten years,¹⁹ leaving many already in the workforce left to fill the new jobs being created. Without access to the proper training and education, the gap between the number of people entering the labour force and those retiring will continue to increase.

Government policies of allowing tuition fees to be charged for adult basic education and restricting access for income assistance recipients directly contribute to this shortage. Reducing access to high school completion or upgrading for the purpose of re-training threatens the supply of new participants in BC's skilled economy and workforce.

Education and training is key to economic growth in the province. Improving adult education levels, and thereby increasing the size of BC's skilled workforce is an integral component to supporting economic development in all regions.



Low Completion Rates

Completion rates for adult basic education have been identified as an area of concern by the government, despite overall high completion rates for adult basic education students. Counter-intuitively, some college administrators have stated that charging tuition fees provides an incentive to complete, arguing that many students will not take their classes seriously, otherwise. In fact, many students do not complete because of the financial burden of taking courses.

A truly effective solution to low completion rates is to eliminate the barriers to accessing adult basic education, including tuition fees, and develop positive incentives that encourage completion and the pursuit of post-secondary education.

A high proportion of adults in BC are illiterate. A province-wide literacy organization estimates that 40 percent of BC adults have difficulty reading a newspaper, filling out a work application form, reading a map or understanding a lease.

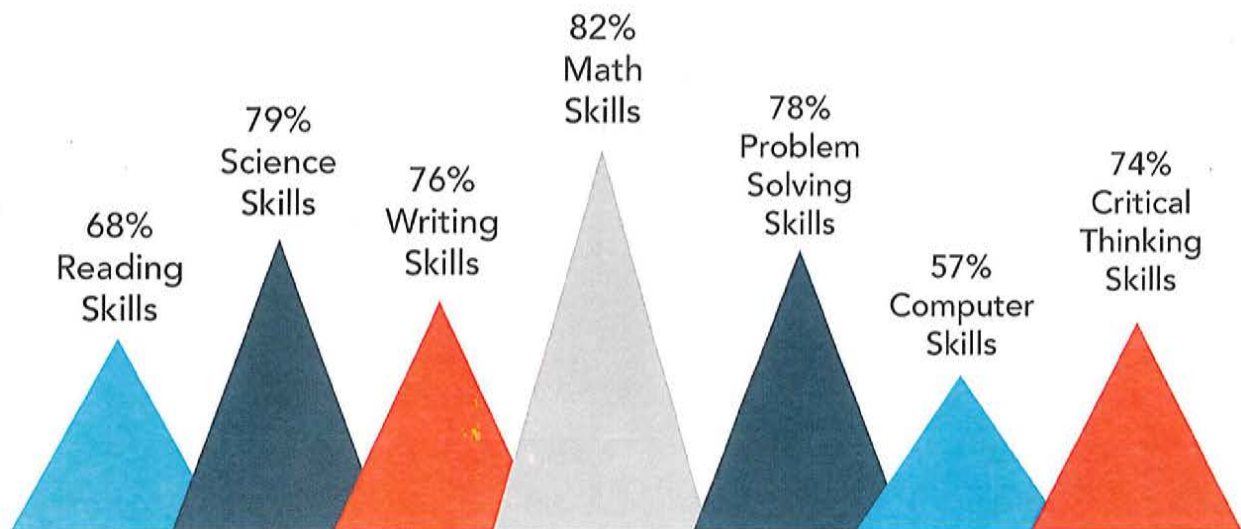
High Illiteracy

A high proportion of adults in BC are illiterate. A province-wide literacy organization estimates that 40 percent of BC adults have difficulty reading a newspaper, filling out a work application form, reading a map or understanding a lease. Similarly, 49 percent of BC adults do not have the skills necessary to calculate a tip, create a budget, calculate sales tax, or understand credit card interest rates.²⁰ These difficulties include functionality in a variety of areas, such as reading, writing, computer skills, and other areas that are important for full participation in a knowledge-based economy.

Access to adult basic education impacts all of these areas. Students have reported that ABE has been helpful in development of their math skills (82 percent) and their science skills (79 percent), and over three-quarters of former students have reported that ABE was helpful or very helpful to their development of independent learning skills and problem solving skills.²¹

Financial barriers to adult basic education inhibit the improvement of adult literacy by reducing the ability of potential learners to access the system.

ABE Students Report an Increase in Skills:



Enrolment Declines

BC's post-secondary education system saw significant drops in enrolment when tuition fees were implemented in 2002. Many students who were already in the adult basic education system were forced to end their studies. A 2005 survey conducted by the Ministry of Advanced Education showed that 21 percent of those who planned on taking more courses but did not cited lack of financial resources as a reason, 25 percent cited the decision to work, and 18 percent cited personal circumstances, which included circumstances such as lack of childcare.²² Of course, all three of these choices are inextricably linked to financial resources.

Conclusion

Adult basic education is an important component of building a skilled workforce, addressing socio-economic marginalisation, and has a profound affect on the individuals who need to access it. Overwhelmingly, adult basic education students credit their courses with developing their literacy, numeracy, and computer skills, as well as self-confidence and social skills.

To accomplish these goals, ABE must be accessible to all who need it, regardless of economic status. Tuition fees will negate the assistance provided by grants to adult learners in accessing ABE. In the past, students who accessed the grant were able to use it toward addressing the costs of textbooks, transportation, and childcare, all of which continue to present significant barriers to many adult basic education students. Now, the majority of it will now go toward paying for tuition fees.

Experience has shown that charging tuition fees for adult basic education reduces enrolment, and has a significant impact on the learners who are currently enrolled or plan to be. The provincial government itself admits that many of the learners accessing ABE programs face unique challenges accessing the labour market.²³

With BC's 2015 Budget projecting a three-year \$879 million surplus,²⁴ it is clear there is no justification for cutting funding to basic education and asking students and their families to pay more. The new fees to high school and upgrading courses will only create financial barriers to adults returning to school, preventing them from meaningfully accessing the labour market.

The BC government made an important decision in 2007 to re-introduce free adult basic education, determining that free ABE was key to the province's future. This conclusion is equally true today as it was then.

Experience has shown that charging tuition fees for adult basic education reduces enrolment, and has a significant impact on the learners who are currently enrolled or plan to be. The provincial government itself admits that many of the learners accessing ABE programs face unique challenges accessing the labour market.

1 "Adult upgrading courses supported by grants for low-income learners", December 4, 2014, BC Government Media Release: <http://www.newsroom.gov.bc.ca/2014/12/adult-upgrading-courses-supported-by-grants-for-low-income-learners.html>.

2 Adult Basic Education: A Guide to Upgrading in British Columbia's Public Post-Secondary Institutions, An Articulation Handbook, 2014/15 Edition: <http://www.aved.gov.bc.ca/abe/docs/handbook.pdf>.

3 Ibid.

4 Ibid. Note that both changes in policy were as a result of recommendations provided through provincial research and consultation processes – the 1988 changes stemming from a recommendation of the 1988 Report of the Royal Commission on Education, and the 1991 change as a result of a recommendation in the Provincial Literacy Advisory Committee's 1989 Report.

5 Ibid.

6 "Adult upgrading courses supported by grants for low-income learners", December 4, 2014, BC Government Media Release: www.newsroom.gov.bc.ca/2014/12/adult-upgrading-courses-supported-by-grants-for-low-income-learners.html.

7 BC Ministry of Advanced Education, 2013 Developmental Student Outcomes Survey: Report of Findings, BC Student Outcomes.

8 Note these numbers are at an all-time high. "Aboriginal completion rate shows continued improvement", November 20, 2013, BC Government Media Release: <http://www.newsroom.gov.bc.ca/2013/11/aboriginal-completion-rate-shows-continued-improvement.html>.

9 BC Ministry of Education, Student Statistics (2014-15): https://www.bced.gov.bc.ca/reports/pdfs/student_stats/prov.pdf

10 BC Ministry of Advanced Education, 2013 Developmental Student Outcomes Survey: Report of Findings, BC Student Outcomes.

11 Ibid. Note this includes students both employed and actively looking for employment.

12 Campus 2020 Thinking Ahead: The Report, April 2007: <http://www.aved.gov.bc.ca/publications/docs/campus2020-thinkingahead-report.pdf>.

13 "Adult upgrading courses supported by grants for low-income learners", December 4, 2014, BC Government Media Release: www.newsroom.gov.bc.ca/2014/12/adult-upgrading-courses-supported-by-grants-for-low-income-learners.html. (continued...)

Note the "Adult Upgrading Grant" was previously called the "Adult Basic Education Student Assistance Plan (ABESAP)".

14 Adult upgrading courses and grants, March 20, 2015, BC Government Factsheet: <http://www.newsroom.gov.bc.ca/ministries/advanced-education/factsheets/factsheet-adult-upgrading-courses-and-grants.html>.

15 "Working for a Living Wage" 2014 Update, Canadian Centre for Policy Alternatives: https://www.policyalternatives.ca/sites/default/files/uploads/publications/BC%20Office/2014/04/CCPA-BC_Living_Wage_Update_2014_revJul15.pdf.

16 "Funding to support transition to new adult upgrading model", February 13, 2015, BC Government Media Release: www.newsroom.gov.bc.ca/2015/02/funding-to-support-transition-to-new-adult-upgrading-model.html.

17 British Columbia 2022 Labour Market Outlook, WorkBC: <https://www.workbc.ca/WorkBC/media/WorkBC/Documents/Docs/BC-LM-Outlook-2012-2022.pdf>.

18 B.C.'s Skills for Jobs Blueprint: Re-Engineering Education and Training, 2014: https://www.workbc.ca/WorkBC/media/WorkBC/Documents/Docs/Booklet_BCsBlueprint_web_140428.pdf.

19 BC Skills for Jobs Blueprint website, accessed April 7, 2015: <https://www.workbc.ca/Job-Seekers/Skills-and-Training/B-C's-Skills-for-Jobs-Blueprint.aspx>.

20 The Importance of Literacy, 2015 Factsheet, Decoda Literacy Solutions: http://decoda.ca/wp-content/uploads/OnePager12_01_2015_FactSheet_Importance_of_Literacy.pdf.

21 BC Ministry of Advanced Education, 2013 Developmental Student Outcomes Survey: Report of Findings, BC Student Outcomes.

22 BC Ministry of Advanced Education, 2005 ABE Survey: Report of Findings, 2006. Note these same statistics were not compiled in the most recent 2013 survey on outcomes, however, 14% of respondents in the 2013 survey noted that they had to interrupt their studies due to financial reasons.

23 "Funding to support transition to new adult upgrading model", February 13, 2015, BC Government Media Release: www.newsroom.gov.bc.ca/2015/02/funding-to-support-transition-to-new-adult-upgrading-model.html.

24 2015 BC Budget Speech: http://bcbudget.gov.bc.ca/2015/speech/2015_Budget_Speech.pdf

March 8, 2016

Dear City Council

The 2016 Heritage Fair is May 6th and 7th this year. The Heritage Fair Program is an educational initiative that provides an opportunity for students in grade 4 – 10 to explore aspects of Canadian heritage and history in a dynamic and captivating learning environment. Students are encouraged to use the medium of their choice to tell stories and share information about Canadian heroes and legends, milestones and achievements. The students then present the results of their research at a public exhibition.

You are all cordially invited to attend the Fair as volunteer judges. The Heritage Fair event is sponsored by the Alberni Valley Museum. The Heritage Fair supports over 120 students from Central Vancouver Island - Port Alberni, Ucluelet, Parksville and Courtenay. We have a multitude of volunteers numbering over 75. Volunteers are judges, group leaders and workshop presenters. Students attend 4 workshops in the morning as well as present their projects to the judges. In the afternoon the whole group travels by train to McLean Mill for a tour, returning to Port Alberni around 3:00pm. On the Saturday starting at 11:30am to 2:00pm, we have an opportunity for the public to meet the students and listen to their presentations. The Awards Ceremony at 2pm follows the Community visits.

Sincerely,

Heritage Fair Committee

Pam Craig
Marta Williamson
Pat Dahlquist
David Hogg
Tom Hall

Shelley Harding
Kirsten Smith



**City of Port Alberni
Community Services Department
Parks, Recreation and Heritage**

TO: Tim Pley, Acting City Manager

FROM: Theresa Kingston, Director of Community Services

COPIES: Jamie Morton, Manager of Museum, Heritage and Culture; Davina Hartwell, City Clerk; Cathy Rothwell, Director of Finance

DATE: March 10, 2016

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



Tim Pley, Acting City Manager/
Fire Chief

SUBJECT: McLean Mill Management Board Terms of Reference

The following motions were endorsed at the February 22, 2016 Council meeting

That the report dated February 16, 2016 from the Director of Community Services providing options for consideration regarding the formation and structure of a Board to oversee the McLean Mill/train operation, be received.

That Council for the City of Port Alberni form a management board comprised of up to seven volunteers to operate the McLean Mill and Steam Train. The Board will report and answer to Council through the Port Alberni CAO.

That the Personnel Committee meet prior to the next regular Council meeting to decide on whom to recommend to Council for appointment to the Board at the next regular meeting of Council.

That Council for the City of Port Alberni direct staff to prepare terms of reference for the McLean Mill Board to include how the board will liaise with the Western Vancouver Island Industrial Heritage Society.

Discussion

Council received a report at the February 22, 2016 Council meeting outlining a number of options for a Management Board and the operation of McLean Mill National Historic Site and the Alberni Pacific Railway. At that meeting it was indicated that a modified version of Option #6, re-establishing the McLean Mill Management Operating Board, may be an acceptable option. This would mean that a newly constituted Management Board would operate as an entity of the City utilizing existing processes, policies and procedures.

Subsequently, it has been indicated that the newly formed Management Board would be an independent entity, which would receive operational grants from the City. The Board would be contracted to manage the city's assets and would have full responsibility for disbursing and accounting for the funds. In addition, the organization would be expected to solicit funds from other organizations, including grants and gaming funds.

In order to ensure accountability for the City grants, and to potentially receive funding from other entities, the Management Board would need to be legally constituted as an independent organization separate from the City of Port Alberni. Based on the report Council received on February 22, 2016, the best option for this would be the formation of a not for profit society. Once the society is formed, the City would negotiate the Terms of Reference with the society's Board of Directors and establish a contract for service delivery with the Society. This would replicate the current situation, where the Western Vancouver Island Industrial Heritage Society, an independent not for profit society, receives an operational grant following the terms of its contract with the City for the management of the city's assets.

A summary of the current McLean Mill National Historic Site Management Agreement with WVIIHS and the Cost Sharing Agreement for McLean Mill National Historic Site with the Minister of Canadian Heritage (Parks Canada/DCH) are attached.

Attached is a 'decision tree' to assist Council in determining the reporting structure and actions required for creating the Management Board. Three options are presented:

1. Management Board is an internal City Committee – similar to Recommendation 6 in the last report.
2. Management Board is a separate entity from the City – two options are available
 - o Maintain the contract with WVIIHS and negotiate the creation of a Management Board within their Society
 - o Create a new Society to manage McLean Mill and Alberni Pacific Railway

Recommendations:

Council's direction is required on which option they would like to pursue. Once that option is determined then the appropriate parties can prepare a Terms of Reference.

To assist in expediting the process, if Council decides to recommend the creation of a new society the following actions are recommended.

In order to create a society and transfer the operation of McLean Mill and the Alberni Pacific Railway to the society, the following items need to be addressed:

1. City of Port Alberni representatives meet with the Western Vancouver Island Industrial Heritage Society (WVIIHS) to discuss termination of the existing operating contract and transitioning the operation to the new Society. The contract termination clause is 180 days. WVIIHS could continue with the contract for the upcoming

season or an agreement could be reached to enable an earlier transition. If the contract with the WVIIHS was to continue through the termination period, it is important to establish an understanding of the relationship between them and the newly proposed Management Board for the upcoming season.

In addition it is necessary to come to agreement concerning the on-going relationship between the new Society Management Board, the WVIIHS and the City of Port Alberni in relation to a number of items:

- Ownership and maintenance of assets used in the operation of McLean Mill and APR. A number of the operational assets are owned by WVIIHS and the City assets are maintained by the WVIIHS through joint funding with the City. A listing of the assets is attached.
 - McLean Mill/APR staff reporting relationships. The Mill Manager and other employees are currently employed by the WVIIHS. The annual budget for wages is \$225,000.
 - Agreement between the City of Port Alberni and Parks Canada to maintain the commemorative integrity of the site including the appropriate preservation and presentation of the site. This forms the key element of the cost-sharing agreement with the Department of Canadian Heritage, both to ensure the site's national historic designation, and to avoid the financial penalty stipulated in the agreement.
 - The WVIIHS undertakes a number of initiatives that are not related to the City of Port Alberni, including the contract with Island Corridor Foundation to maintain the Port Alberni sub, the BCIT training program, and the railway-linked initiatives in Coombs.
 - The WVIIHS has leases with the City for the Industrial Heritage Centre and the Train Station, and occupies the City-owned Roundhouse (outside of the contract to operate McLean Mill and APR).
 - The McLean Mill/APR operating and capital budgets. The total operating budget for 2016 as presented by WVIIHS to Council is \$480,000 and the capital budget is \$165,610. The City has included in their budget an operating grant is for \$225,000 and capital budget of \$43,694 (\$30,000 from ACRD contribution).
2. Initiate the formation of a new Society to undertake the contract with the City. This would include developing the clearly-stipulated charitable purposes of the Society and setting up the membership structure. Legal advice would be required to ensure that the structure and purposes achieve the desired outcome.
 3. Once the Society is formed and the contract with WVIIHS has been terminated, the City would negotiate an operating contract with the new Society. The contract would contain Terms of Reference and reporting relationships.

4.

4. It then would be up to the new Society and the WVHHS to determine their operating relationship, to ensure that the volunteers of the WVHHS continue to operate McLean Mill NHS and the APR under the direction of the proposed Society.

In order to achieve the above items, I would recommend the following staff involvement:

Termination of contract and discussion of issues with WVHHS	CAO, Director of Community Services, Manager of Museum, Heritage and Culture
Liaising for the formation of new society with appointed Management Board	City Clerk, Director of Finance
Negotiating and oversight of the Operating Contract with new society	CAO, , Director of Community Services, Manager of Museum, Heritage and Culture, Director of Finance

Council direction required.

Respectfully submitted



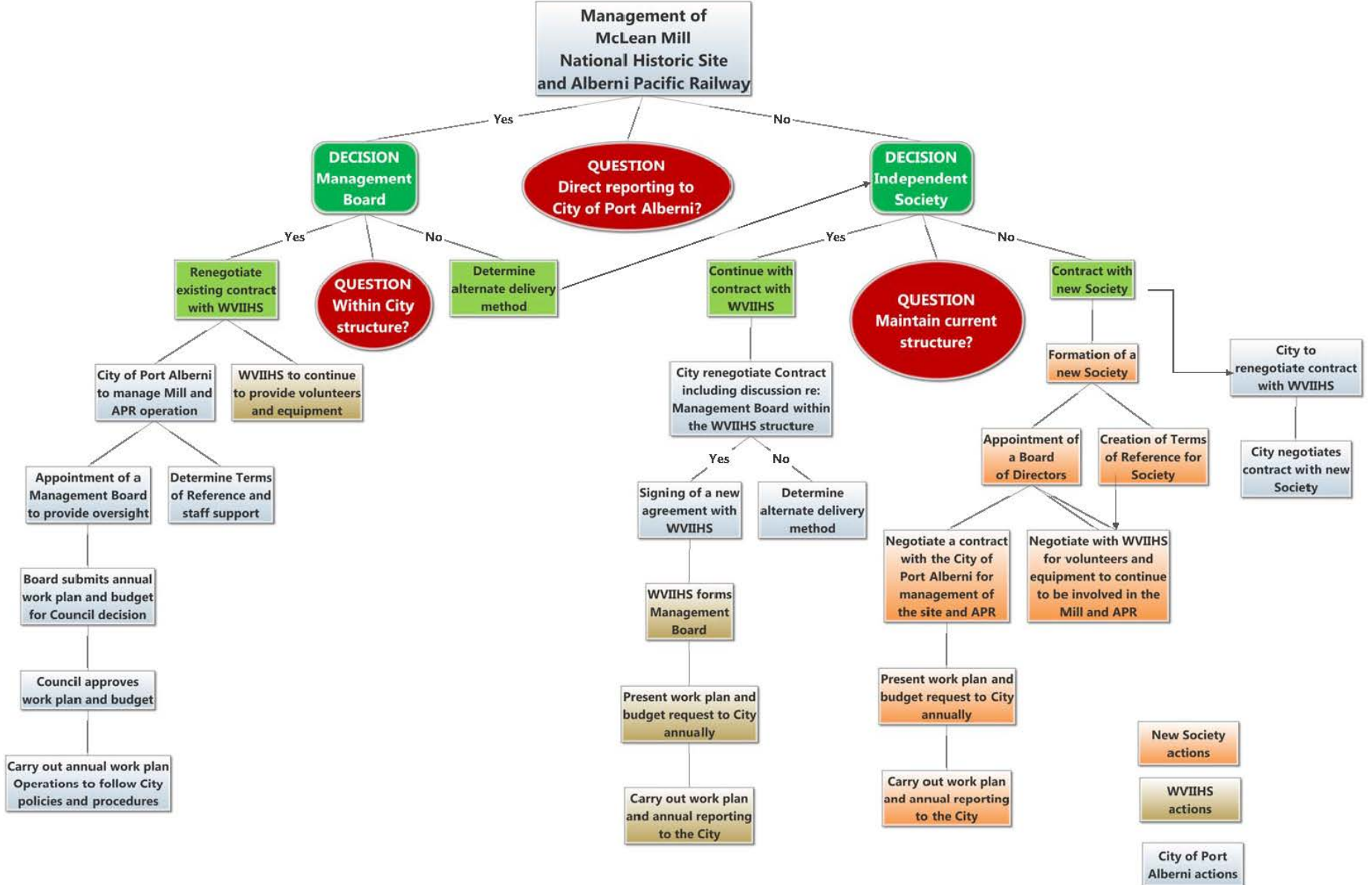
Theresa Kingston
Director of Community Services

McLean Mill National Historic Site Management Agreement: Management Summary: Between City of Port Alberni & Western Vancouver Island Industrial Heritage Society (WVIIHS), February 2012 – February 2017

- City owns
 - o the site, and associated machinery, equipment, and trucks
 - o the locomotives and railcars operated as the Alberni Pacific Railway
- City has agreed with Parks Canada/Department of Canadian Heritage to
 - o Operate and manage McLean Mill NHS
- City has agreed with WVIIHS:
 - o To engage it exclusively to operate & manage McLean Mill NHS & APR, in exchange for a fee for service payment (currently \$225,000 per year)
 - o To maintain leases on WVIIHS-occupied facilities – Station, IHC, Roundhouse – & track license agreements for the APR
 - o To assist in preservation and presentation of the historic site
- WVIIHS has authority to operate and manage industrial heritage facilities & has:
 - o Agreed to operate and manage McLean Mill NHS & APR
 - o Agreed to submitting 5-year financial plans and annual operational plans, and annual financial and operational reporting
- Agreement may be terminated by either side without cause on 180 days' notice
- City may terminate agreement if the WVIIHS defaults in its obligations
- Operations and management based on the 1996 Management Plan
- Protection of heritage values & ensuring commemorative integrity is central

Cost Sharing Agreement for McLean Mill National Historic Site: Management Summary: Between City of Port Alberni & Minister of Canadian Heritage (Parks Canada/DCH), July 1996 – July 2038

- City agreed:
 - o To operate, maintain, conserve and present McLean Mill, as conserved under this agreement, for 42 years, including:
 - To be responsible for the conservation and heritage presentation of McLean Mill to ensure its commemorative integrity
 - In this, to follow the 1996 Management Plan for the site
 - Ensuring that the use of the McLean Mill will not compromise the site's national historic significance and its commemorative integrity
 - To not move or modify historic buildings on the site without written consent from DCH
 - To ensure that the buildings and cultural resources are insured and to implement fire detection, suppression, and maintenance practices
 - o To not assign this agreement without the prior written approval of the DCH
 - o In the event it defaults on its obligations, to repay all monies received from DCH
- DCH agreed:
 - o To provide up to \$2,600,000 for the conservation project over fiscal years 1996-2000



Asset	IHS	City of Port Alberni
McLean Mill National Historic Site	• Fee for service with City of Port Alberni for \$225,000 to operate the site • Staffing (paid staff and volunteers) responsibility of the IHS • Operational infrastructure owned by IHS • Office and kitchen equipment owned by IHS • Restoration and presentation of historic zone completed with Capital Budget funding and operating grant funding	• Property owned by the City of Port Alberni • Hard infrastructure/historical equipment owned by City of Port Alberni • Agreement with Federal Government to ensure commemorative integrity through restoration and presentation of the Historic zone • Personnel and volunteer insurance provided by the City of Port Alberni • City provides insurance for the site • City pays for telephone and hydro (deducted from annual grant)
Alberni Pacific Railroad	• Part of the fee for service contract with the City of Port Alberni • 112 Locomotive owned by IHS • IHS maintains the equipment • Some of the equipment is owned by IHS • Utilized lottery money to restore passenger cars • BCIT program delivered by IHS and funding goes to IHS	• Locomotives and some of the rolling stock owned by City of Port Alberni • City pays to rent/lease portion of the track (deducted from annual grant) • City provides the insurance
Roundhouse	• IHS has exclusive use – no lease in place • IHS shares building repairs with City (e.g. roof replacement) • IHS equipment in the facility	• City owned facility; City shares repairs • City pays for insurance, security, utilities, phone • City equipment in the facility
Train Station	• 5 year lease in place • IHS rents out space to other groups for meetings • IHS covers all operational expenses, utilities, janitorial, etc.	• City owned building • City responsible for repairs to building envelope
Industrial Heritage Centre	• IHS has a 15 year lease • Sub leases space to the Sunshine Club • IHS and private equipment in	• City owns the facility • City owned equipment in the facility • City pays for utilities, telephone

	the facility	out of the Museum budget • City pays insurance on facility and vehicles (Historic Truck plates) • City responsible for building envelope • This facility is integral to the running of the Mill site – equipment is restored here and stored here.
Port Alberni Sub (Parksville to Port Alberni)	• IHS has a contract with Island Corridor Foundation • Receives a fee for service to maintain the track • IHS responsible for the right away (BC Safety Authority)	• City pays insurance on a small portion of the track (7.1 miles) that is utilized for the trip to the Mill (part of the annual operating grant)
Coombs – Satellite operation	• IHS members – East Side Track gang	• City has no involvement

**CLERK'S DEPARTMENT
REPORT TO COUNCIL**

TO: Tim Pley, Acting City Manager/Fire Chief

FROM: Davina Hartwell, City Clerk

COPIES TO: Mayor and Council
Theresa Kingston, Director of Community Services
Jamie Morton, Museum Manager

DATE: March 9, 2016

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



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

SUBJECT: Personnel Committee Recommendations – McLean Mill Management Board

Issue:

Council's consideration and confirmation of appointees to an Interim McLean Mill Management Board.

Background:

At the February 22nd, 2016 regular meeting, Council directed the following:

That the Personnel Committee meet prior to the next regular Council meeting to decide on whom to recommend to Council for appointment to the Board at the next regular meeting of Council.

The Personnel Committee (Mayor Ruttan, Councillors McLeman and Minions) met on Wednesday, March 2nd, 2016 to discuss the formation of the proposed Board.

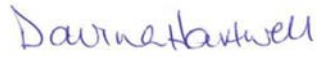
Recommendation:

It was recommended that up to five Board members be selected immediately and that upon determination of the Board's structure and Terms of Reference, up to three additional members be invited from a public interest process.

Following discussions with individuals to determine interest, the Personnel Committee recommends the following for Council's endorsement:

That Council for the City of Port Alberni appoint Bill Collette, Jan Lavertu, Sheena Falconer and Ken Fyfe to the Interim McLean Mill Management Board effective immediately; that Susan Merivirta and Jamie Morton be appointed as non-voting advisers to the Board; that Councillor McLeman be appointed as Council's liaison; that the WVHHS be invited to appoint a liaison and that expressions of interest be invited from the public for the three remaining positions at such time as the governance structure of the Board and Terms of Reference are confirmed.

Respectfully submitted,



Davina Hartwell

City Clerk

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City of Port Alberni	ALBERNI HARBOUR QUAY	Lease Agreement
<i>This lease is made pursuant to the Land Transfer Form Act</i>		

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

TENANT: Judy Walker
(All Mex'd Up Taco Shop)
43 - 10325 Lakeshore Road
Port Alberni BC V9Y 8G9

1.0 GRANT:

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

6 - 5440 Argyle Street, Port Alberni, B.C.

2.0 TERM:

- 2.1 The term of this lease is:

Beginning Date: February 1, 2016
End Date: January 31, 2021

3.0 RENT:

- 3.1 The rent is \$695.25 per month (\$15.45 per square foot per year x 540 square feet), plus applicable taxes, payable in advance on the first day of each and every month of the term. (It is understood that the rent includes an amount for taxes, the payment of which shall be made by the City, from this rental amount).
- 3.2 The rent shall increase on January 1st of each year at a rate equal to the percentage increase in the B.C. Consumer Price Index for all items for the twelve (12) month period running to October 1st of the preceding year.

4.0 PERMITTED USES:

- 4.1 The Tenant may use the premises only for the purpose of operating an outlet for Mexican foods and related products.

5.0 TENANT'S COVENANTS:

The Tenant covenants as follows:

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

Each insurance policy shall:

- (a) name the Landlord as an additional insured;
 - (b) be issued by an insurance company entitled under provincial law to carry on business in British Columbia;
 - (c) state that the policy;
 - (i) applies to each insured in the same manner and to the same extent as if a separate policy of insurance had been issued to each insured; and,
 - (ii) cannot be cancelled, lapsed or materially changed without thirty (30) days written notice to the Landlord;
 - (d) be maintained for a period ending twelve months after this Lease is terminated;
 - (e) not include any deductible amount greater than \$5,000.00 per occurrence; and
 - (f) be on other terms acceptable to the Landlord, acting reasonably.
- 5.7 To obtain the Landlord's approval of, and to keep up, any exterior signs, fences, furnishings and leasehold improvements.

- 5.8 To leave the premises in good repair.
- 5.9 Not to assign, sublet or part with possession of the premises, or any part thereof, without leave.
- 5.10 Not to register this lease in the Land Titles Office.
- 5.11 To repair.
- 5.12 Not to carry on any activity, that may be deemed a nuisance, on the premises.
- 5.13 Not to allow any liens to be filed against the premises. If any improvement as defined in the Builders Lien Act is made to the premises, the Tenant shall post and maintain notices in accordance with that Act.
- 5.14 To lawfully dispose of all waste and debris created by the Tenant on the premises in a manner satisfactory to the Landlord; to keep the premises free of flammable and/or explosive material; to have on the premises at all times fire extinguisher/s as advised are necessary by the Landlord; and to immediately notify the Landlord of any fire damage or other damage or hazards in the vicinity of the premises.

6.0 LANDLORD'S COVENANTS:

The Landlord covenants:

- 6.1 For quiet enjoyment.

7.0 RE-ENTRY:

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

8.0 TENANT'S BANKRUPTCY:

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

9.0 TERMINATION:

- 9.1 Despite the term of this lease, it may be terminated by either party upon sixty (60) days written notice to the other party of its intention to terminate.
- 9.2 (a) The Tenant shall only remove all personal items, supplies, and unattached fixtures or equipment;

- (b) All facility improvements and fixtures attached to the building become the property of the City of Port Alberni. They shall remain in place and shall only be removed by the Tenant, at the expense of the Tenant if approved or directed by the Landlord.

- 9.3 In case the premises, or any part thereof, if damaged by fire or tempest so as to render it unfit for the Tenant's use, the said term shall immediately come to an end.

10.0 HOLDING OVER:

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

11.0 NOTICES:

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

12.0 ENUREMENT:

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

13.0 INTERPRETATION:

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

14.0 INTEREST CHARGES:

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

15.0 OTHER TERMS:

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

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

CITY OF PORT ALBERNI

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

Mayor

Clerk

TENANT

Judy Walker
(Tenant's Name - PRINT)

[Signature]
Tenant's Signature

[Signature]
Witness Signature

J:\Clerks\Agreements & Leases\ALBERNI_HARBOUR_QUAY\Current Leases\AHQ #6_Judy Walker_AllMexdUp_2016.doc

City of Port Alberni	LAWN BOWLING CLUB	Lease Agreement
<i>This lease is made pursuant to the Land Transfer Form Act</i>		

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

TENANT: Port Alberni Lawn Bowling Club
c/o 4255 Wallace Street
Port Alberni BC V9Y 3Y6

1.0 GRANT:

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

That part of Lot 1, Plan 5330, District Lot 1, Alberni District, and that part of Lot A, Plan 25942, District Lot 1, Alberni District, shown outlined in red on the plan attached hereto, designated as Schedule 'A' and forming part of this lease.

2.0 TERM:

2.1 The term of this lease is:

Beginning Date: February 1, 2016
End Date: January 31, 2021

2.2 If the Tenant is not in default, the tenant may renew this lease for a further 60 months, provided that this option must be exercised at least 3 months before the end of the term by notice in writing to the Landlord.

3.0 RENT:

3.1 The rent is \$1.00 for the term, receipt of which is hereby acknowledged.

4.0 PERMITTED USES:

The Tenant may use the said leased lands only for the purpose of lawn bowling, related social activities and clubhouse rentals.

5.0 TENANT'S COVENANTS:

The Tenant covenants as follows:

- 5.1 To pay rent.
- 5.2 To use the premises only for the purposes set forth in paragraph 4.0.
- 5.3 To pay all water, electrical, gas, security alarm, telephone and other rates and charges imposed for services and utilities in respect of the premises.
- 5.4 To observe and comply with all laws, statutes, regulations, by-laws, rules and orders relating to the premises and the use or occupation thereof.
- 5.5 To indemnify and save harmless the Landlord from and against all claims and losses arising out of or in connection with any activities of the tenant, its servants, agents, contractors, or invitees.
- 5.6 The Tenant shall obtain and maintain for the Term, at its sole expense, comprehensive general liability insurance providing coverage for death, bodily injury, property loss and damage arising out of the Tenant's use and occupation of the Premises, in the amount of not less than \$2,000,000 per occurrence, all inclusive; and

Each insurance policy shall:

- (a) name the Landlord as an additional insured;
 - (b) be issued by an insurance company entitled under provincial law to carry on business in British Columbia;
 - (c) state that the policy;
 - (i) applies to each insured in the same manner and to the same extent as if a separate policy of insurance had been issued to each insured; and,
 - (ii) cannot be cancelled, lapsed or materially changed without thirty (30) days written notice to the Landlord;
 - (d) be maintained for a period ending twelve months after this Lease is terminated;
 - (e) not include any deductible amount greater than \$5,000.00 per occurrence; and
 - (f) be on other terms acceptable to the Landlord, acting reasonably.
- 5.7 To obtain the Landlord's approval of, and to keep up, any exterior signs, fences, furnishings and leasehold improvements.
 - 5.8 To leave the premises in good repair.

- 5.9 Not to assign, sublet or part with possession of the premises, or any part thereof, without leave.
- 5.10 Not to register this lease in the Land Titles Office.
- 5.11 To repair and to maintain in accordance with standard maintenance regimes for a lawn bowling green and clubhouse operation and to allow the Landlord to enter and view the state of repair, and that the said Tenant will repair according to notice.
- 5.12 Not to carry on any activity, that may be deemed a nuisance, on the premises.
- 5.13 Not to allow any liens to be filed against the premises. If any improvement as defined in the Builders Lien Act is made to the premises, the Tenant shall post and maintain notices in accordance with that Act.
- 5.14 To lawfully dispose of all waste and debris created by the Tenant on the premises in a manner satisfactory to the Landlord; to keep the premises free of flammable and/or explosive material; to have on the premises at all times fire extinguisher/s as advised are necessary by the Landlord; and to immediately notify the Landlord of any fire damage or other damage or hazards in the vicinity of the premises.
- 5.15 To provide for use of the lawn bowling green by members of the general public in accordance with reasonable program and fee schedules established by the Tenant.

6.0 LANDLORD'S COVENANTS:

The Landlord covenants:

- 6.1 For quiet enjoyment.

7.0 RE-ENTRY:

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

8.0 TENANT'S BANKRUPTCY:

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

9.0 TERMINATION:

- 9.1 Despite the term of this lease, it may be terminated by either party upon ninety (90) days written notice to the other party of its intention to terminate.

- 9.2 On the termination of this lease, the Tenant shall, at his expense and if the Landlord requires, remove all fixtures and improvements installed by the Tenant on the premises.
- 9.3 In case the premises, or any part thereof, is damaged by fire or tempest so as to render it unfit for the Tenant's use, the said term shall immediately come to an end.

10.0 HOLDING OVER:

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

11.0 NOTICES:

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

12.0 ENUREMENT:

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

13.0 INTERPRETATION:

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

14.0 INTEREST CHARGES:

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

15.0 OTHER TERMS:

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

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

CITY OF PORT ALBERNI

TENANT

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

Mayor

ROBIN FORREST
(Tenant's Name – PRINT)

Clerk

[Signature]
(Tenant's Signature)

ELAINE VAN KOOTEN
(Tenant's Name – PRINT)

[Signature]
(Tenant's Signature)

[Signature]
Witness Signature

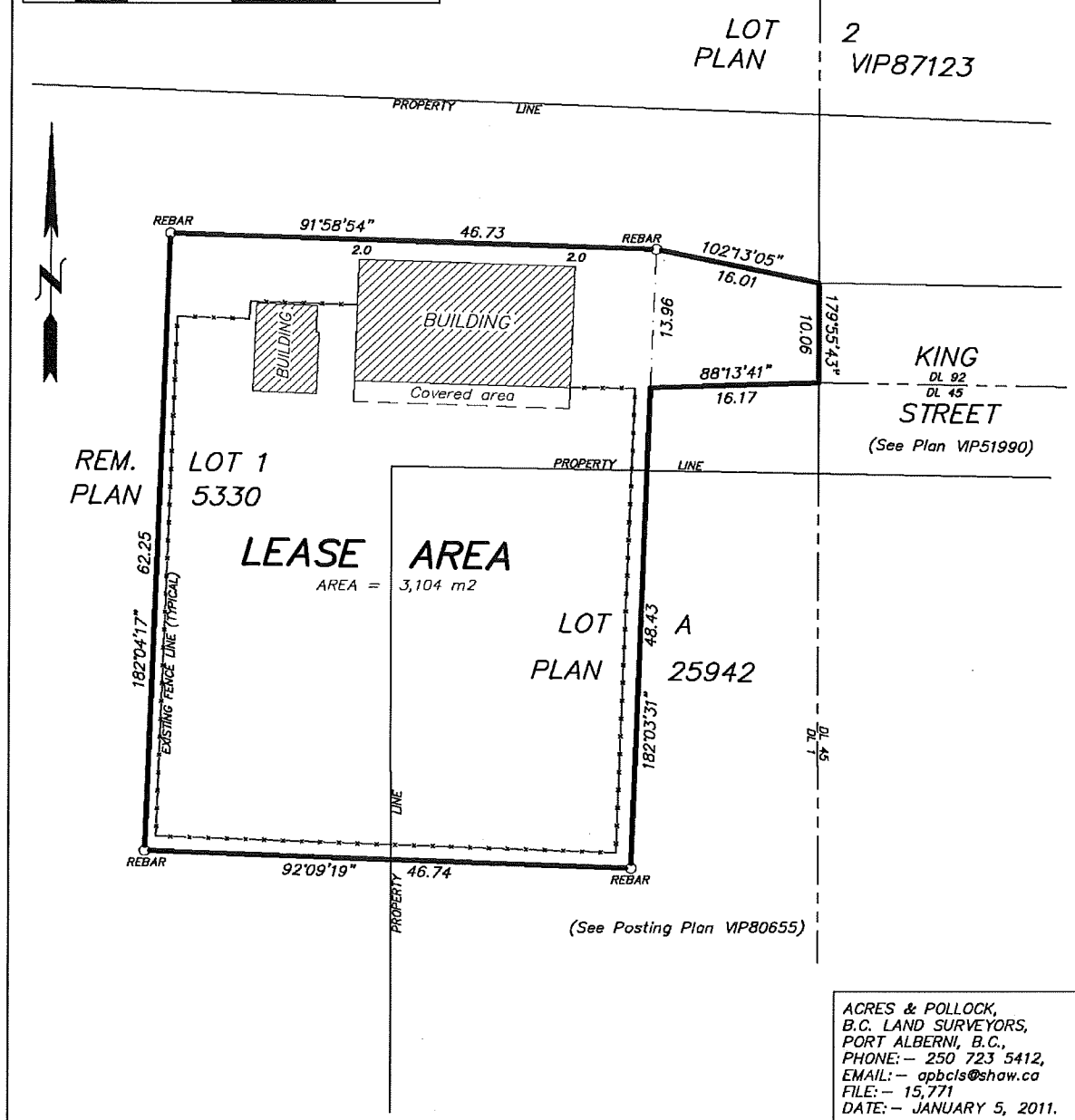
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SCHEDULE 'A' TO LEASE NO. 879

SURVEY PLAN OF PARTS OF LOT 1, PLAN 5330 & OF LOT A, PLAN 25942 BOTH IN DISTRICT LOT 1, ALBERNI DISTRICT, FOR LEASE PURPOSES.

SCALE: — 1 : 500 (METRIC)

0 5 10 20 30 40 metres





**Summary Report / Minutes of the Advisory Planning Commission Meeting
(Held on February 18, 2016
in the Committee Room at City Hall at 12:00 p.m.)**

Advisory Planning Commission

Wes Hewitt – Chair
Seva Dhaliwal – Vice-Chair
Hedley Crowther
Vern Barnett
Mark Millin
Larry Ransom - (SD #70 Liaison)
Councillor Chris Alemany (Council Liaison)
Randy Thoen (P.A.F.D. Liaison)

Staff

Scott Smith, City Planner
Cara Foden, Planning Technician

Regrets

Jim Tatoosh (Hupacasath First Nation)
S. Sgt. D.N. Dave Paddock - (R.C.M.P. Liaison)
Jacob Colyn (Parks and Recreation Liaison)
John Douglas
Janice Johnson (Tseshaht First Nation)

Guests - None

Alternates (not in attendance)

John Bennie (Alternate S.D.70)
Councillor Ron Paulson (Alternate–Council)
Sgt. Dave Boyce (Alternate–R.C.M.P.)
Steve Tatoosh (Hupacasath First Nation)



1. Adoption of December 17, 2015 Minutes

- Introductions were made.
- The minutes of the December 17, 2015 meeting of the Advisory Planning Commission were adopted.

(Barnett./Millin) CARRIED

2. Election of Chair and Vice-Chair for 2016

- Members elected the Chair and Vice-Chair for 2016 as follows:
 - o Chair – Wes Hewitt
 - o Vice-Chair – Seva Dhaliwal

3. Orientation Package

- City Planner reviewed the Orientation package.

4. Update – Status of current projects

- The City Planner updated the APC with regards to various projects within the City including, but not limited to, the following projects:
 - o New Medical Marijuana Dispensary regulations were adopted into the Zoning Bylaw on January 25/16.
 - o Two application will come forward to the March meeting:
 - OCP and Zoning amendments application for 3532 4th Avenue
 - OCP and Zoning amendments application for ~60 lot subdivision on upper Burde St.

- o Apartment development at 4916 Athol St. will likely proceed as planned in the near future.
- o Friendship Centre at 3555 4th Ave. has submitted new plans for a building permit.

5. **Other Business**

- No other business

6. **Adjournment** – The meeting adjourned at 1:00 p.m. The next regularly scheduled meeting will be **March 17, 2016** at 12:00 pm in the Committee Room at City Hall.

(Barnett./Millin) CARRIED

City Clerk

Chair

Council Directed Action Items on Current Status Report					
	Meeting Date	Item	Strategic Plan Fit	Status / Recommendation	Priority
1.	SICC Jan 7/08	Policy requiring review and adoption of Policy Manual following each general municipal election	Goal #5: Responsive Government	Recommend changes to Policy Manual. Ratification of all Policies in Manual by Council – City Manager/City Clerk Early 2016	High
2.	Regular May 26/14	Preparation of Bylaws and policies for implementation of bylaw adjudication system	Goal #5: Responsive Government	Order in Council effective July 14, 2014. Bylaws and policies being prepared - City Clerk/City Planner	High
3.	Regular May 26/14	Report and recommendations re development of tax revitalization program for all commercial areas	Goal #4: Revitalizing Economy/Liveability	EDM/City Clerk/Planner - Current revitalization exemption bylaw in place for Uptown only. Council required to provide specific direction. Report/Bylaw February 22/16	High
4.	Regular July 28/14	Further discussion regarding safe walkway Harbour Quay to Harbour Quay Marina	Goal #2: Connected Community	On hold pending potential redevelopment of adjacent "Imperial Oil" property for public use. – City Manager	Medium
5.	SICC Oct. 14/14	Report re synopsis and options for consideration re Alberni Paving operations at Fall Fair grounds	Goal #3: Environmental Protection Goal #4: Revitalizing Economy/Liveability	Meeting held on Nov 12 th . City Planner met with Alberni Paving Feb. 1/16 to discuss alternative locations. They are considering options.	Medium
6.	Regular Nov. 24/14	Report on mail-in voting for future elections.	Goal #5: Responsive Government	City Clerk - Report with options to be provided in with time to allow adoption in advance of 2018 election.	Low
7.	Regular Jan 12/15	Report & recommendations re revisions to Sign Bylaw with regards to election signage	Goal #5: Responsive Government	City Clerk - Report with options to be provided in with time to allow adoption in advance of 2018 election.	Low
8.	Regular Feb 10/15	Prepare Pesticide Reduction Policy/public education – best practices	Goal #3: Environmental Protection	Director of Community Services - Policy and public education plan under development	Medium
9.	Regular Mar 9/15	Revisit options to ban smoking in City facilities and parks	Goal #3: Environmental Protection	Director of Community Services – include actions taken by other communities for area specific smoking bans	Low
10.	Special Budget – Mar 30/15	Arrange mtg between Council/staff/OIC to discuss additional RCMP member and municipal staff employee	Goal #6: Responsive Government	City Manager - Schedule meeting. Potential to include issue of additional staff at RCMP as part of upcoming Audit of Management Structure?	Low
11.	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	Economic Development Manager - Report from EDM in September regarding recent meetings. Visitor Experience Survey Report Dec. 14/15 – further meeting to be held in Jan/16	Medium

Council Directed Action Items on Current Status Report					
	Meeting Date	Item	Strategic Plan Fit	Status / Recommendation	Priority
12.	Regular May 25/15	Investigate installing automatic water turbidity and temperature monitors on tributaries feeding Bainbridge/China Creek intakes	Goal #3: Environmental Protection	City Engineer has met with MoE and Island Timberlands – working towards implementation of additional monitoring of turbidity temperature. New permanent monitoring station to be installed at China Creek Dam.	Low
13.	Regular June 8/15	Investigate NIDMAR Consensus Based Disability Management System & Audit	Goal #5: Responsive Government	City Manager – following implementation of return to work program	Medium
14.	Regular June 22/15	Report and amendment to the Zoning Bylaw to restrict liquor sales in grocery stores.	Goal #5: Responsive Government	City Planner	Medium
15.	Regular July 27/15	Amend Fire Control Bylaw to reflect full year round backyard burn ban commencing April 16, 2016	Goal #3: Environmental Protection	Fire Chief/Clerk – Spring 2016	Low
16.	Regular Aug 10/15	Prepare RFP for Clutesi Haven Marina commercial development in conjunction with PAPA	Goal #4: Revitalize Economy/Liveability	Economic Development Manager – RFP issued – closing February 26/16	High
17.	Regular Aug 10/15	Review and report re rainbow crosswalks – upper 3 rd /Argyle	Not a strategic priority	City Engineer	Low
18.	Regular Sept 14/15	Report recommending alternate truck route options (other than 3 rd /Anderson)	Goal #2: Connected Community	City Engineer – on hold pending further discussions with WFP	Medium
19.	Regular Sept. 14/15	Letter to trucking companies encouraging use of alternate routes other than thru uptown	Goal 2: Connected Community	City Engineer – on hold pending further discussions with WFP	Medium
20.	Regular Sept. 28/15	Review 'Partner in Parks' Program (City of Nanaimo) and provide recommendations	Goal #5: Responsive Government	Director of Community Services	Low
21.	Regular Oct. 26/15	Report re use and potential regulation of drones within City boundaries	Not a strategic priority	City Planner	Low
22.	Regular Dec. 14/15	Formation of a "Seniors Housing Stakeholders Initiative" to direct resources at Prov, Fed or Municipal levels for seniors housing projects.	Not a strategic priority	City Planner – include considerations in AVCSI letter to Council Jan 25/16.	Medium

Council Directed Action Items on Current Status Report					
	Meeting Date	Item	Strategic Plan Fit	Status / Recommendation	Priority
23.	Regular Dec. 14/15	Report on secondary suite provisions of zoning bylaw including provisions for tiny houses/carriage houses	Goal #4: Revitalize Economy/Liveability	City Planner – Report Mar/16	Medium
24.	Regular Jan. 11/16	prepare draft Call for Proposals for the development of approximately 8 hectares (or less) of Lot A, Section 9, Alberni District, Plan VIP59681, except Plan VIP78980, for Council's consideration.		City Planner	Low
25.	Regular Feb. 9/16	Draft bylaw to establish a Social Planning Commission		City Planner	Medium
26.	Regular Feb. 9/16	Prepare Policy outlining duties of Personnel Committee		A/City Manager/City Clerk	Medium
27.	Regular Feb. 22/16	Report re McLean Mill Board – legal implications, structure, terms of reference		Director of Community Services	High
28.	Regular Feb. 22/16	Prepare new Commercial Revite Tax Exemption Bylaw as directed		City Clerk	Medium
29.	Regular Feb. 22/16	Prepare amendment to existing Revite Tax Exemption Bylaw – amended schedule		City Clerk	Medium
30.	Regular Feb. 22/16	Prepare and implement Façade Improvement Program (3 rd Ave/lower Johnston/lower Argyle) (\$50k first year)		Economic Development Manager	High
31.	Regular Feb. 22/16	Prepare contract re implementation of SPROUT Program		Economic Development Manager	High
32.	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	Director of Community Services	High

Respectfully Submitted



Tim Pley - Acting City Manager/Fire Chief

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CITY OF PORT ALBERNI PLANNING AND BUILDING DEPARTMENT

MONTHLY REPORT FOR FEBRUARY, 2016

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

- The City of Port Alberni has approved the first business licence for a Medical Marijuana Dispensary to Wee Medical on 3rd Avenue. This licence will impact several other dispensary operations in the area and the City has begun enforcement.
- The Building Inspector and City Planner met with the architect, contractor and owner of the 4th Avenue and Athol Street apartment building that was destroyed by fire several years ago. Reconstruction of the apartment building is expected to begin in the next month.

DEVELOPMENT APPLICATION ACTIVITY REPORT		
Type	Year to Date - 2015	Year to Date - 2016
Subdivision	0	0
OCP and/or Rezoning	4	3
Development Variance	0	1
Development Permit	0	1
Temporary Use Permit	0	0
Sign Bylaw	0	0
Total Applications	4	5

RESIDENTIAL BUILDING UNITS COMPARISON		
Type	Year to Date - 2015	Year to Date - 2016
Single Family	5	5
Duplex	0	0
Multiple	0	2
Secondary Suite	2	1
Total Units	7 units	8 units



ENGINEERING DEPARTMENT HIGHLIGHTS OF DEPARTMENTAL ACTIVITIES FEBRUARY 2016

PUBLIC WORKS

- **Argyle and Kingsway Capital Improvements:**
 - a. Boulevard and sidewalk installation on Argyle Street - 75 meters
 - b. Sanitary and storm sewer installation in Kingsway lane
- 10 meter concrete sidewalk repair to the Roger Street entrance of the Barclay Hotel
- **Gertrude Street Bridge Widening:**
 - a. Abutment ballast walls were replaced due to wood rot
 - b. Demolition is completed and started girder installation
- Cycle Port Alberni Event on February 17th, 2016. A group of 55 cycling enthusiasts attended the public information session in supporting safe cycling in the City.

WATERWORKS

Water Distribution

- Customer Water Service Requests – 13
- 6th Ave – Roger Street to Wallace Street watermain replacement
 - Test holes and job coordination
 - Started replacing 410 m of 200 mm AC to PVC
- China Creek Dam debris flushing and clean up
- Exercised the water pumps at the Somass River Pumpstation

WASTEWATER/STORMWATER

Sewage Collection

- Customer Sewer Service Requests – 10
- Quarterly Sanitary Sewer flushing of problem mains
- Sewer main repairs:
 - a) 4367 11th Ave
 - b) 4439 Margaret Street
 - c) 43650 Princess Street
 - d) 4756 Maitland Street
 - e) Coal Creek sanitary service

Royal Canadian Mounted Police (RCMP) REPORT

TO: Tim Pley – Acting City Manager FILE

FROM: Inspector Richards – Department Head (RCMP)

COPIES TO: City Clerk – Davina Hartwell

DATE: March 7, 2016

SUBJECT: City of Port Alberni Departmental Report

ISSUE: February 2016 RCMP report to Mayor and Council

DISCUSSION:

This report represents the policing activities undertaken by the Port Alberni RCMP Detachment during February 2016. I have included an update on policing activities thus far in 2016 and a comparator to previous years.

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

- Officers received and responded to 671 calls for service.
- After a prolonged and in-depth investigation charges were laid in the 2012 homicide of Mervin Hankins. This investigation comprised thousands of hours being devoted to it by a number of Units within the RCMP.
- Property crime is an area which continues to be experiencing higher than average incidents.
- This will be my final report to as a result of my transfer. The process to select a new Officer in Charge is underway and a replacement will be named in due course.

Port Alberni RCMP's 2015/16 Annual Performance Plan will focus on:

- **Crime Reduction:** Reduce the impact and prevalence of crime
- **Mental Health:** Increase awareness and decrease the impact of mental health in calls for service
- **Visibility/engagement:** Engagement with community and patrols
- **Traffic:** Increased road safety through focus on Provincial traffic offences and impaired driving

The following resolution is proposed:

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

Respectfully submitted:

Insp. Mac Richards
OIC Port Alberni RCMP Detachment

Detailed Crime - 2016 Year Review

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Assault	55	34											89
Relationship Violence	11	7											18
Thefts	78	82											160
Break and enter	13	11											24
Mischief	63	46											109
Drugs	11	11											22
Provincial Traffic	38	47											85
Criminal Code Traffic	17	15											32
Motor Vehicle Incidents	9	19											28
Calls for Service	770	671											1441

?

8 Year Comparison

	2008	2009	2010	2011	2012	2013	2014	2015	Total
Assault	676	621	528	539	547	451	468	509	4339
Relationship Violence	193	149	127	87	118	78	86	129	967
Thefts	1258	1101	963	896	936	814	813	810	7591
Break and enter	374	263	246	308	198	245	256	236	2126
Mischief	631	581	456	480	500	480	470	589	4187
Drugs	390	282	219	326	298	275	258	222	2270
Provincial Traffic	858	832	851	814	697	759	737	852	6400
Criminal Code Traffic	278	272	290	288	248	223	204	254	2057
Motor Vehicle Incidents	360	326	254	253	253	231	239	242	2158
Calls for Service	12018	10666	9961	10455	9830	9712	9726	9797	82165

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2008 – 2015 Averages

Assault	542
Relationship Violence	121
Thefts	949
Break and Enter	266
Mischief	523
Drugs	284
Provincial Traffic	800
Criminal Code Traffic	258
Motor Veh. Incidents	270
Calls for Service	10270

**CLERK'S DEPARTMENT
REPORT TO COUNCIL**

TO: Tim Pley, Acting City Manager/Fire Chief

FROM: Davina Hartwell, City Clerk

COPIES TO: Mayor and Council
Pat Deakin, Economic Development Manager
Scott Smith, City Planner
Cathy Rothwell, Director of Finance

DATE: February 26, 2016



SUBJECT: New Revitalization Tax Exemption Program Bylaw – All Commercial Areas

Issue:

Council's consideration of a new Revitalization Tax Exemption Program Bylaw encompassing all commercial areas of the City outside the uptown area which is already subject to a separate revitalization tax exemption program.

Background:

At a regular meeting on February 22, 2016, Council for the City of Port Alberni endorsed the following resolution following receipt of the Economic Development Manager's February 17th, 2016 report:

That Council for the City of Port Alberni endorse the objectives and areas of eligibility proposed in the draft bylaw for all commercial areas of the City and direct staff to prepare the bylaw for consideration.

Schedule B maps identify all properties throughout the City subject to the bylaw.

The objectives of this Revitalization Tax Exemption Bylaw are to stimulate growth and development in the City's commercial areas by encouraging investment by commercial property owners to create new commercial space and to improve existing commercial buildings.

Projects under this Bylaw program must, at a minimum, have a building permit value of at least \$100,000 and must be located in areas identified in Schedule B of the Bylaw. The maximum term of a tax exemption will be five years and the amount will be 100% of the increased assessed value in improvements on the property.

Recommendation:

That the report from the City Clerk dated February 26, 2016, be received.

That "City of Port Alberni Commercial Revitalization Tax Exemption Program, Bylaw No. 4898" be now introduced and read a first time.

That "City of Port Alberni Commercial Revitalization Tax Exemption Program, Bylaw No. 4898" be read a second time.

That "City of Port Alberni Commercial Revitalization Tax Exemption Program, Bylaw No. 4898" be read a third time.

Respectfully submitted,



Davina Hartwell
City Clerk

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CITY OF PORT ALBERNI

BYLAW NO. 4898

A Bylaw to Establish a Revitalization Tax Exemption Program.

WHEREAS under Section 226 of the *Community Charter*, Council may, by bylaw, establish a Revitalization Tax Exemption Program (RTEP);

AND WHEREAS Council wishes to establish a Revitalization Tax Exemption Program (RTEP) for specific designated areas;

NOW THEREFORE THE MUNICIPAL COUNCIL OF THE CITY OF PORT ALBERNI IN OPEN MEETING ASSEMBLED ENACTS AS FOLLOWS:

1. Title

This bylaw shall be cited as "City of Port Alberni Commercial Revitalization Tax Exemption Program, Bylaw No. 4898".

2. Definitions

In this bylaw:

"Agreement" means a Revitalization Tax Exemption Agreement between the Property Owner of a Parcel and the City in the format attached to and forming part of this Bylaw as Schedule "A";

"Building Official" includes a person or persons designated by the City as a Building Inspector;

"Council" means the Council of the City of Port Alberni;

"Corporate Officer" means the person appointed under section 148 of the *Community Charter* as the Corporate Officer for the City;

"City" means the City of Port Alberni;

"City Planner" means the person appointed by the Council to direct the operations and programs of the City's Planning and Building Department

"Investment Threshold(s)" means the amount of capital investment required to be eligible to apply for the Revitalization Tax Exemption Program;

"Parcel" means any lot, block or other area in which land is held or into which it is subdivided, but does not include a highway that is situated within the Revitalization Areas;

"Property Owner" means the registered owner in fee simple of lands within the City.

"Project" means a revitalization Project on a Parcel involving the construction of a new improvement or alteration of an existing improvement;

“Revitalization Areas” means areas that have been designated and defined in Schedule “B” which is attached to and forms a part of this bylaw;

“Revitalization Tax Exemption Program Application” means the application which is attached to and forms a part of this bylaw as Schedule “C”;

“Significant Development” means development that requires a capital investment that meets the minimum requirements as described in Schedule “A”, section 3.

3. Revitalization Tax Exemption Program Objectives

Pursuant to Section 226 of the *Community Charter*, the City of Port Alberni Council hereby establishes a Commercial Revitalization Tax Exemption Program (RTEP) as follows:

- a) The objectives of the RTEP are to stimulate growth and development in the City’s commercial areas.
- b) The program is designed to encourage investment by commercial property owners to create new commercial space and improve existing commercial buildings.
- c) The RTEP is intended to accomplish these objectives by providing tax relief to Property Owners who undertake a significant development within the revitalization areas.

4. Revitalization Tax Exemption Program Eligibility

Property Owners are eligible to apply for the RTEP having satisfied the criteria as follows:

- a) Parcels that are eligible for the RTEP must fall within the *Revitalization Areas* (Schedule “B”).
- b) The terms and conditions upon which a tax exemption may be granted and a Tax Exemption Certificate, which is attached to and forms a part of this bylaw as Schedule “D”, may be issued, are defined in Schedule “A”.

5. Revitalization Tax Exemption Program Exemption and Term

- a) The amount and term of a tax exemption shall be calculated for each successful applicant on an individualized basis. The calculation methods are defined in Schedule “A”, section 3;
- b) The period of the tax exemption shall begin January 1st of the year in which the exemption first applies and apply for a maximum term of five years.

6. Revitalization Tax Exemption Program Application

In order for a Parcel to be considered for a tax exemption, the Property Owner must:

- a) Submit a completed application package to the City by August 1st, prior to the year the exemption is being applied for and include the following:
 - i. Schedule "C" of the Revitalization Tax Exemption Program Application Form;
 - ii. A tax certificate verifying all taxes assessed, rates, charges and fees imposed on the Parcel have been paid, and, where taxes, rates or assessment are payable by installments, that all installments owing at the date of application have been paid;
 - iii. Schedule "A" the signed Agreement; and
 - iv. A certified copy of all applicable permits, including a building permit.

7. Revitalization Tax Exemption Certificate Cancellation

A Tax Exemption Certificate may be cancelled by Council, if in the opinion of Council, the Parcel improvements have not been maintained or have been altered so that they no longer comply with the requirements as set out in the original application as approved by the City.

8. Designated Municipal Officer

- a) The Corporate Officer for the City is the designated municipal officer for the purpose of section 226 (13) in the *Community Charter*.
- b) The Corporate Officer will receive applications and will review and have the authority to approve them according to the set criteria.

READ A FIRST TIME THIS DAY OF , 2016.

READ A SECOND TIME 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"

RTEP Bylaw 4898

REVITALIZATION TAX EXEMPTION AGREEMENT (Pages 4 to 9)

THIS AGREEMENT dated for reference the ____ day of _____, 20__

BETWEEN:

(Name)
(Address)

(the "**Property Owner**")

AND

THE CITY OF PORT ALBERNI

4850 Argyle Street
Port Alberni, BC V9Y 1V8
(the "**City**")

GIVEN THAT:

- A. The Property Owner is the registered owner in fee simple of lands in the City of Port Alberni at <insert civic address> legally described as <insert legal description> (the **Parcel**);
- B. The City has under Bylaw 4898 established a revitalization tax exemption program in order to encourage development within defined areas of the City;
- C. The Property Owner proposes to make the alterations, upgrades and improvements described in the "**Project**" and the City has agreed to accept the Project under the program;
- D. The City and the Property Owner have agreed to enter into this Agreement to provide for the Property Owner's obligations regarding the Project and the City grants of a tax exemption, all in accordance with the terms and conditions set out herein.

Terms and Conditions

1. Property Owner Obligations

Throughout the term of the Tax Exemption, the Property Owner will:

- a) Use its best efforts to ensure that the Project is constructed, maintained, operated and used in a manner that will be consistent with and will foster the objectives of the RTEP.
- b) Ensure that the Parcel and the Project are used, operated and occupied in compliance with the permitted use and zoning for the Parcel under the "City of Port Alberni Zoning Bylaw 2014 No. 4832", as amended, consolidated or replaced from time to time;
- c) Operate, repair and maintain the Project and keep the Project in a state of good repair;
- d) Not allow any non-exempt property taxes due in relation to the Parcel to go into arrears or become delinquent;

- e) If the Parcel is sold during the term of the Tax Exemption, subject to Section 9 of this Agreement, ensure that the new fee simple owner(s) will be bound by the terms of this Agreement.
- f) Upon completion of a sale of the Parcel, provide the City's Corporate Officer with a copy of the assignment of this Agreement, evidencing that the new fee simple owner has legally assumed the obligations under this Agreement.
- g) Complete or cause to be completed construction of the Project within one (1) year from the date of issuance of the building permit; in accordance with the building permit and the plans and specifications attached to Schedule "C";
- h) Ensure the completed Project will not deviate significantly from plans supplied to City staff at the time of application with compliance determined solely by the City Planner.

2. Conditions

The following conditions must be fulfilled before the City will issue a Certificate to the Property Owner:

- a) The Property Owner will obtain a Building Permit from the Building Official for the Project and submit a completed Revitalization Tax Exemption Program Application with all relevant attachments on or before August 1st in the year the Property Owner applies for the Tax Exemption under the Bylaw;
- b) The Property Owner will complete or cause to be completed construction of the Project in a good and workmanlike fashion and in strict accordance with the building permit and the plans and specifications attached hereto as a part of a completed City of Port Alberni Revitalization Tax Exemption Program Application and the Project must be officially opened for use by no later than one (1) year from the date of issuance of the building permit;
- c) The completed Project will not deviate significantly from plans supplied to City staff at the time of application with compliance determined solely by the City Planner.
- d) The Property Owner will provide the City with the following:
 - i. A copy of the Projects Building Permit providing the value of construction as determined by the Building Official;
 - ii. A certificate verifying taxes assessed, rates, charges and fees imposed on the Parcel have been paid, and, where taxes, rates or assessments are payable by installments, that all installments owing at the date of application have been paid; and
 - iii. All applicable fees as required under Bylaw 4898 and other applicable City of Port Alberni bylaws.

At any time, if the Property Owner breaches or does not fully satisfy any of the obligations and conditions in the Certificate or this Agreement, the City will provide notice of cancellation to the Property Owner.

3. Term and Calculation of Revitalization Tax Exemption

- a) In order for a Project to be considered by Council for an Agreement, the Project must, at a minimum, have a building permit value of at least \$100,000 and must be located in the Commercial Revitalization Tax Exemption Area as identified in Schedule 'B' of Bylaw 4898.
- b) The maximum term of a Tax Exemption will be five years which shall begin January 1st of the year in which the exemption first applies.
- c) The amount of the annual Tax Exemption provided shall be 100% of the increased assessed value in improvements on the property.

4. Revitalization Tax Exemption Certificate

Tax Exemption Certificate may be issued once the following items have been submitted to the City and approved:

- a) The construction Project has been issued a final permit;
- b) The construction Project has a building permit issued from the City of Port Alberni, a copy of this permit with the Project values as determined by the Building Official with the calculations clearly visible;
- c) A tax certificate that all taxes assessed, rates, charges and fees imposed on the Parcel have been paid, and, where taxes, rates or assessment are payable by installments, that all installments owing at the date of application have been paid;
- d) All applicable fees as required under Bylaw 4898 and other applicable City of Port Alberni bylaws;
- e) An exemption certificate or cancellation does not apply to taxation in a calendar year unless the exemption certificate is issued or cancelled, as applicable, on or before October 31 in the preceding year.

5. Stratification

For currently stratified properties an exemption shall apply only to common areas where the Strata Corporation is the applicant.

If a Property Owner applies for an exemption and then stratifies a Parcel under the *Strata Parcel Act* the Tax Exemption shall apply only to common areas.

6. Cancellation

The City may cancel the Certificate:

- a) On the written request of the Property Owner; or
- b) At any time, if the Property Owner breaches or does not fully satisfy any of the obligations and conditions in the Certificate or this Agreement, as determined by the City acting reasonably, effective immediately upon delivery of a notice of cancellation to the Property Owner.

7. Recapture of Exempted Taxes

If pursuant to the terms and conditions specified in the Agreement or the Tax Exemption Certificate, the Tax Exemption Certificate is cancelled, the Property Owner of the Parcel for which the Tax Exemption Certificate was issued will remit to the City:

- a) An amount, as determined by the City, of municipal property taxes payable for the balance of the year, calculated pro rata based on the annual amount of municipal taxes that would have been payable but for the Tax Exemption; and
- b) Any amounts owing to the City will be deemed to be municipal property taxes and any such amounts that are not paid by December 31 of the taxation year in which they fall due will become taxes in arrears in the following year and collectable as taxes in arrears.

8. Notices

Any notice or other communication required or contemplated to be given or made by any provision of the Agreement shall be given or made in writing and delivered personally (and if so shall be deemed received when delivered) or mailed by prepaid registered mail in any Canada Post Office (and if so shall be deemed delivered on the sixth business day following such mailing except that, in the event of interruption of mail service notice shall be deemed to be delivered only when actually received by the party to whom it is addressed), so long as notice is addressed as follows:

To the Property Owner at the address given in Schedule "B", the Agreement:

And to the City at:

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

9. No Assignment

The Property Owner may not assign its interest in the Agreement except to a subsequent Property Owner in fee simple of the Parcel, and then only with the prior written consent of the City on conditions which may be determined at the sole discretion of the City.

10. Severance

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

11. 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.

12. References

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

13. No Right of Action

The Property Owner will have no cause of action for any losses incurred if this Agreement is found, for any reason, to be illegal, invalid or unenforceable by a court of competent jurisdiction and in the event of the finding of such illegality, invalidity or unenforceability, the Property Owner will be obligated to pay all municipal Parcel taxes which would otherwise have been payable by the Property Owner during the Term.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first above written.

The City of Port Alberni

City Clerk

(insert name of Property Owner, if a corporation or corporate body) by its authorized signatories:

Name and title

Name and title

Name of Witness

Name of Property Owner if an individual

Address of Witness

SCHEDULE "B" - CITY OF PORT ALBERNI COMMERCIAL REVITALIZATION AREAS



SCHEDULE "B" - CITY OF PORT ALBERNI COMMERCIAL REVITALIZATION AREAS



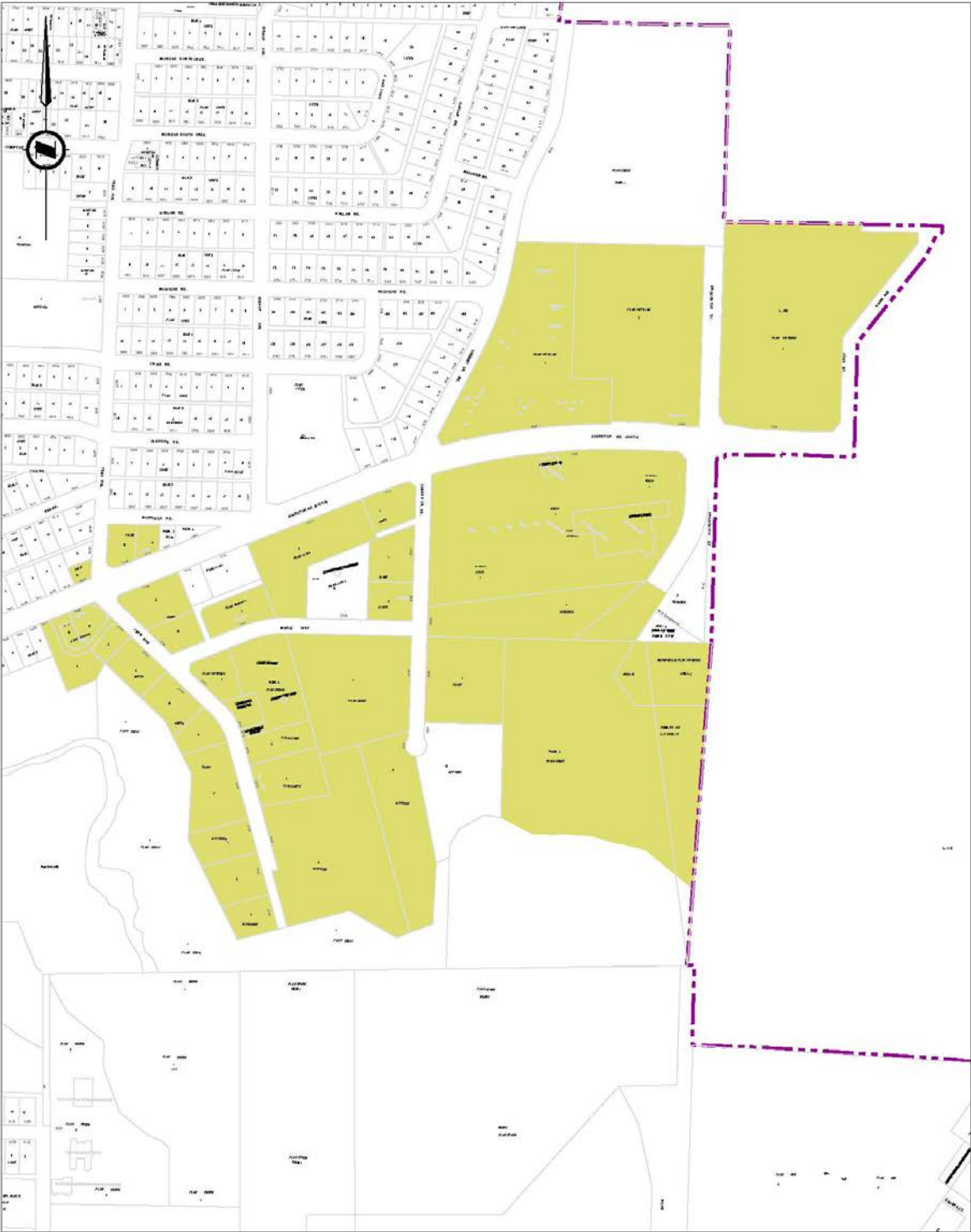
SCHEDULE "B" - CITY OF PORT ALBERNI COMMERCIAL REVITALIZATION AREAS



SCHEDULE "B" - CITY OF PORT ALBERNI COMMERCIAL REVITALIZATION AREAS



SCHEDULE “B” - CITY OF PORT ALBERNI COMMERCIAL REVITALIZATION AREAS



This is a detailed plat map of a portion of Section 10, Township 36N, Range 12E. The map shows various land parcels with their acreage and owner names. The highlighted parcel is owned by A. 41037.

Parcel Data:

Parcel ID	Acreage	Owner
1	1	6229
2	2	41037
3	3	4213
4	4	6085
5	5	4273
6	6	4285
7	7	4218
8	8	4206
9	9	4286
10	10	4231
11	11	4241
12	12	4237
13	13	4234
14	14	4220
15	15	4225
16	16	4180
17	17	4841
18	18	4881
19	19	4195
20	20	4183
21	21	4194
22	22	9580
23	23	4170
24	24	4182
25	25	4205
26	26	4219
27	27	4235
28	28	4268
29	29	4258
30	30	4244
31	31	4232
32	32	4218
33	33	4206
34	34	4213
35	35	4225
36	36	4237
37	37	4249
38	38	4261
39	39	4273
40	40	4285
41	41	6085
42	42	4273
43	43	4285
44	44	4286
45	45	4220
46	46	4234
47	47	4246
48	48	4260
49	49	4272
50	50	4286
51	51	22245
52	52	1
53	53	2
54	54	3
55	55	4
56	56	5
57	57	6
58	58	7
59	59	8
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111	111	60
112	112	61
113	113	62
114	114	63
115	115	64
116	116	65
117	117	66
118	118	67
119	119	68
120	120	69
121	121	70
122	122	71

SCHEDULE "B" - CITY OF PORT ALBERNI COMMERCIAL REVITALIZATION AREAS



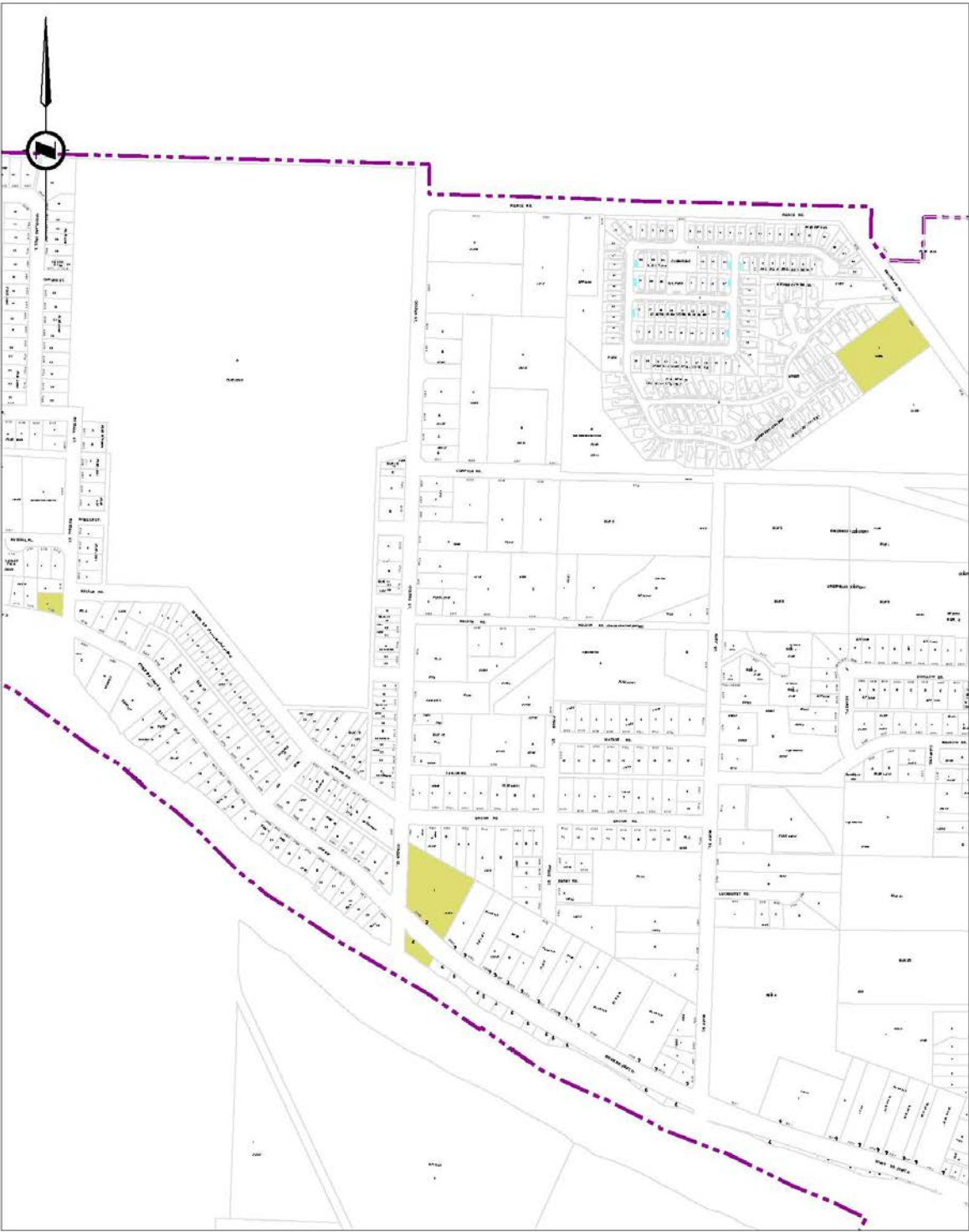
SCHEDULE "B" - CITY OF PORT ALBERNI COMMERCIAL REVITALIZATION AREAS



SCHEDULE "B" - CITY OF PORT ALBERNI COMMERCIAL REVITALIZATION AREAS



SCHEDULE “B” - CITY OF PORT ALBERNI COMMERCIAL REVITALIZATION AREAS



SCHEDULE "C"

RTEP Bylaw 4898

CITY OF PORT ALBERNI REVITALIZATION TAX EXEMPTION APPLICATION (Page 1 of 2)

*****Please Print*****

Application Process:

- ☐ **Apply** for and **Receive** all applicable permits
- ☐ Apply for Revitalization Tax Exemption
- ☐ Administrative Review (Planner/Clerk)
- ☐ Decision: Approval Subject to Final Inspection
- ☐ Sign Agreement
- ☐ Project Final Inspection
- ☐ Signing of Agreement and Issuance of Tax Exemption Certificate

Business Name: _____

Business Owner: _____

Phone Number: _____

Fax Number: _____

E-Mail Address: _____

Mailing Address: _____

Business License Number: _____ Building Permit Number: _____

Legal Description: _____

PID# _____

Roll #: _____

Location of

Construction: _____

Description of Improvements (use back of page if necessary)

SCHEDULE "C"

RTEP Bylaw 4898

CITY OF PORT ALBERNI REVITALIZATION TAX EXEMPTION APPLICATION (Page 2 of 2)

Type of Construction:

- ☐ New Building
- ☐ Addition to Existing Building
- ☐ Renovation to Existing building

Building Permit Number: _____

Building Permit Estimated Project

Value: _____

Start Date: _____

Completion Date: _____

Nature of Business:

Intended first year of tax exemption: 20____

If any of the above information needs to be treated as confidential, please indicate reasons:

Declaration of Applicant

I (We), _____ solemnly declare that all the above statements contained within the Application are true, and I make this solemn declaration conscientiously believing it to be true, knowing that it is the same force and effect as if made under oath, and by virtue of: *"The Canada Evidence Act."*

Dated: _____

Signature: _____

SCHEDULE "D"

RTEP Bylaw 4898

TAX EXEMPTION CERTIFICATE

CITY OF PORT ALBERNI
BYLAW 4898
Revitalization Tax Exemption

Date of Issuance: _____ Certificate Number: _____

Date of Expiry: December 31, 20_____

P.I.D. _____ Roll # _____

Civic Address:

Legal Description:

Amount \$ _____

Term: _____

Issued by:

City Clerk
City of Port Alberni

This certificate is transferable with the sale of the Parcel.

This certificate may be revoked by City of Port Alberni at any time should Council determine that the Parcel improvements on which this certificate is based have not been maintained, or have been altered so that they no longer comply with the requirements of the Revitalization Bylaw provisions.

* * * *

**CLERK'S DEPARTMENT
REPORT TO COUNCIL**

TO: Tim Pley, Acting City Manager/Fire Chief

FROM: Davina Hartwell, City Clerk

COPIES TO: Mayor and Council
Pat Deakin, Economic Development Manager
Scott Smith, City Planner
Cathy Rothwell, Director of Finance

DATE: February 26, 2016

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



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

SUBJECT: Amendment to Schedule-Revitalization Tax Exemption Program Bylaw

Issue:

Council's consideration of an amendment to the current Revitalization Tax Exemption Program Bylaw No. 4824 to include in the schedule of eligible properties private lands in the Harbour Quay as well as City owned lands.

Background:

At a regular meeting on February 22, 2016, Council for the City of Port Alberni endorsed the following resolution following receipt of the Economic Development Manager's February 17th, 2016 report:

That Council for the City of Port Alberni direct staff to prepare an amendment to Schedule B of the current revitalization tax exemption bylaw (#4824) to include Harbour Quay and City owned properties.

Schedule B map identifies all properties subject to the bylaw.

This Revitalization Tax Exemption Program is aggressive and is designed to stimulate growth and development in the commercial Uptown area of the City by encouraging investment to create new commercial space, new multi-family residential space, improve existing commercial buildings and improve existing multi-family residential buildings.

There are two main components to this program:

- a) With a minimum \$1 million investment the Owner is eligible to apply for a 100% municipal tax exemption on the assessed value of improvements (buildings) for a maximum 10 year term. The accumulated exemption amount cannot exceed 25% of the total project budget.
- b) With a minimum \$100,000 investment the Owner is eligible to apply for a 100% municipal tax exemption of assessed value improvements (buildings) for a maximum 5 year term. The accumulated exemption amount cannot exceed 25% of the total project budget.

Recommendation:

That the report from the City Clerk dated February 26, 2016, be received.

That 'City of Port Alberni Revitalization Tax Exemption Program, Amendment No. 1, Bylaw No. 4897' be now introduced and read a first time.

That 'City of Port Alberni Revitalization Tax Exemption Program, Amendment No. 1, Bylaw No. 4897' be now read a second time.

That 'City of Port Alberni Revitalization Tax Exemption Program, Amendment No. 1, Bylaw No. 4897' be read a third time.

Respectfully submitted,



Davina Hartwell
City Clerk

J:\Clerks\Memos\D G H\2016\Council_uptown revite bylaw amendment_Feb26.doc

CITY OF PORT ALBERNI

BYLAW NO. 4897

**A BYLAW TO AMEND
CITY OF PORT ALBERNI REVITALIZATION TAX EXEMPTION
PROGRAM, BYLAW NO. 4824**

**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 "**City of Port Alberni
Revitalization Tax Exemption Program, Amendment No. 1, Bylaw No. 4897**".

2. Amendment

Bylaw No. 4824 is hereby amended as follows:

- 1) Deleting Schedule 'B' and substituting it with Schedule 'B' attached hereto and forming part of this bylaw.

READ A FIRST TIME THIS DAY OF , 2016.

READ A SECOND TIME THIS DAY OF , 2016.

READ A THIRD TIME THIS DAY OF , 2016.

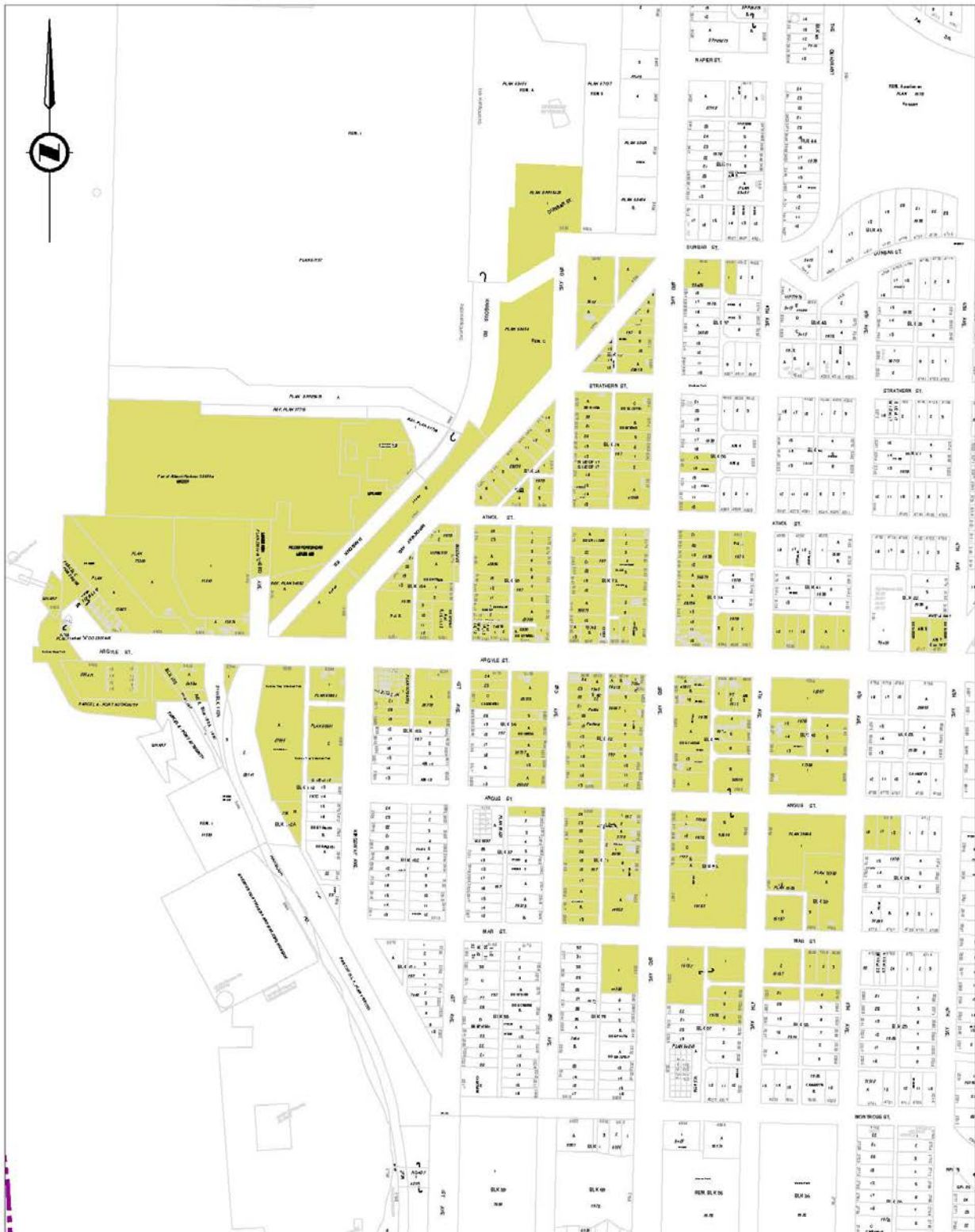
FINALLY ADOPTED BY COUNCIL THIS DAY OF , 2016.

Mayor

Clerk

J:\Clerks\Bylaws\BYLAWS\4897_RevitalizationTaxExemption_Amendment1_tf.doc

SCHEDULE "B" - CITY OF PORT ALBERNI REVITALIZATION AREAS





WESTERN VANCOUVER ISLAND INDUSTRIAL HERITAGE SOCIETY

March 8, 2015

Mayor Ruttan and Councillors,
Port Alberni City Council,

Dear Mayor and Councillors,

The Western Vancouver Island Industrial Heritage Society wishes to inform Council of our intention to host an "Antique Truck and Steam" Show in and around the "Industrial Heritage Centre" at Recreation Park on the Labour Day weekend – September 3rd and 4th, 2016.

We held a similar event in 2014 at the "IHC" and, as well as bringing many visitors and participants from Sayward to Victoria, hundreds of local citizens were able to take part, as well.

You will be invited to attend and we will also be asking for some of your assistance and participation in this event.

We wish to use the Parking lot and park (where the 'Jessica States Memorial' is) on the North side of the Curling Club, including across Dunbar Street as part of the Showground. To facilitate this, and to keep visitors safe, we would like permission to block off Dunbar Street between 8th Avenue and 9th Avenue, [See map attached]. From 7 a.m. September 3rd to 5 p.m. September 4th. We would appreciate the advice and participation of your City Works people on this matter.

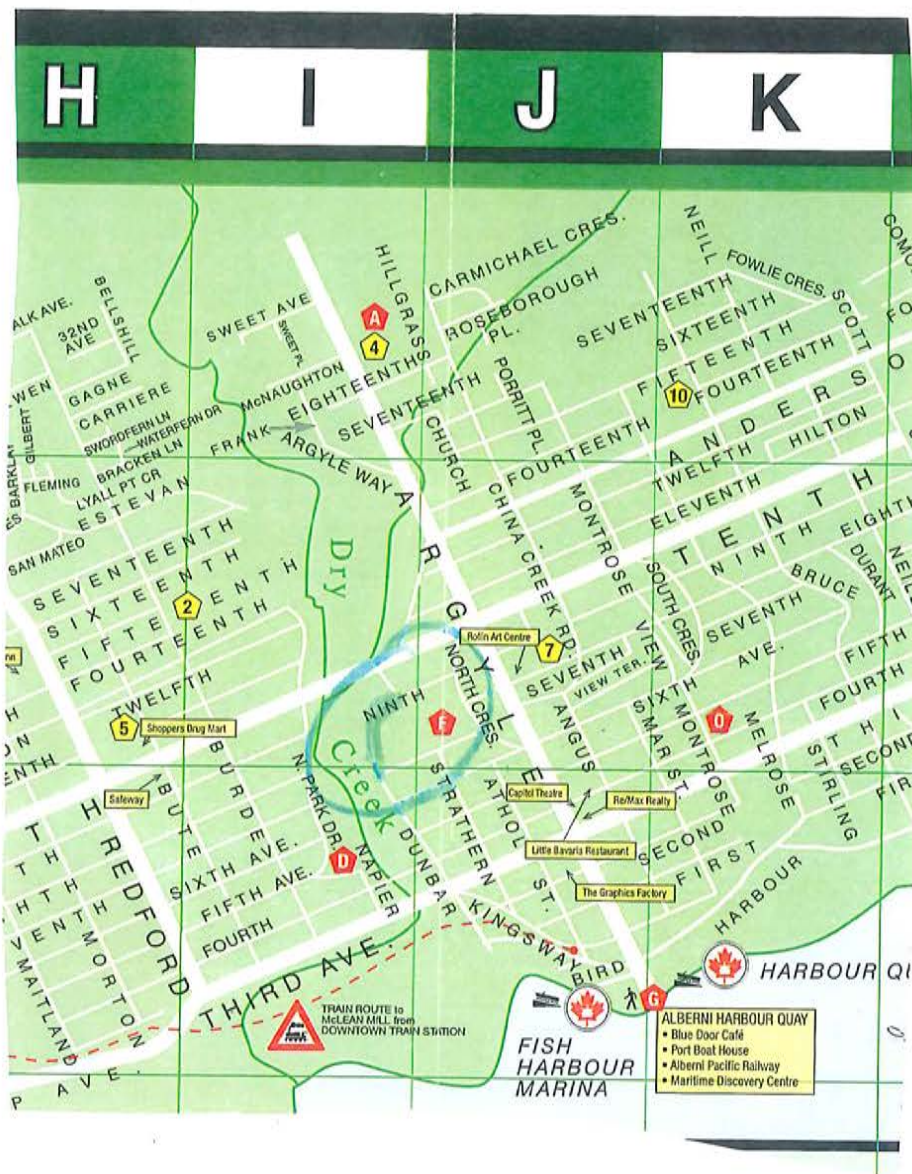
We will be informing the Fire, Police and Ambulance services of our plans and await your suggestions, feedback and approval.

Yours sincerely,

David Hooper
W.V.I.I.H.S.

ENTERED

H.5.



PORT ALBERNI FOLKFEST MULTICULTURAL SOCIETY

Jake Martens
4850 Argyle Street
Port Alberni, B.C.
V9Y 1V8

February 22nd, 2016

On behalf of the Port Alberni Folkfest Multicultural Society, I would like to request permission to hold a Canada Day Parade in July 1st, 2016.

The Parade will Marshall at 8:30 AM at the corner of Anderson and Burde by the old ADSS.

We will need 11th, 12th and Anderson Streets in that area for the participants. The parade route will begin at 10th Avenue and Burde Street, turn right onto 10th Avenue, and finish at Glenwood Centre on Hollywood. This year the parade will begin at 10:00 AM and will be finished at approximately 12 noon.

We will be provide the RCMP, Fire Department, Diversified Transportation and BC Ambulance Services with detailed information regarding exact times and locations where the city streets will be closed to public traffic.

We will be responsible for our own liability insurance and traffic control.

Thank you for your consideration. I can be reached at e-mail: angie.gordon@shaw.ca . Phone number: 250-724-1997.

Sincerely



Angie Blake,

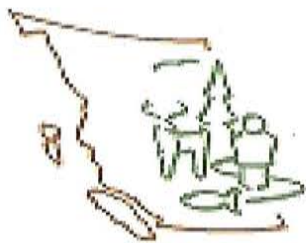
President, Women Business Network

ENTERED

From: BC Community Forest Association [<mailto:smulkey=bccfa.ca@mail193.atl21.rsgsv.net>] **On Behalf Of** BC Community Forest Association
Sent: Thursday, March 03, 2016 10:03 PM
To: Jake Martens
Subject: Register Now - BCCFA 2016 Conference and AGM

Join us in Lake Cowichan May 26-28, 2016

[View this email in your browser](#)



British Columbia
Community Forest Association
local people, local forests, local decisions



May 26 - 28, 2016 Lake Cowichan BC

Delegates from all over BC will be descending on Lake Cowichan, the traditional territory of the Lake Cowichan First Nation, for the 2016 BC Community Forest Association Conference and AGM.

Join us in this annual gathering jointly hosted this year by the Cowichan Lake Community Forest Co-operative (CLCFC) and the Pacheedaht First Nation. The two groups have formed a joint venture called Qala:yit to apply for a new Community Forest Agreement, and this event is surely a celebration of their partnership and aspirations.

Conference Highlights

The three-day event will be centred in community facilities in Lake Cowichan and will include a bus tour into forest operations in the area. Workshops and sessions covering the technical and policy aspects for community forests will be part of the meeting agenda. The Pacheedaht will be preparing a traditional feast for the annual banquet. On Saturday there will be a Negotiation Skills Workshop. The interactive, practice-based workshop will explore some foundation attitudes, process and skills related to negotiation and collaborative problem solving. We also have confirmation that Steve Thomson, Minister of Forests, Lands and Natural Resource Operations will be joining us.

[Conference Program](#)

[Register for the Conference](#)

[Accommodation Guide](#)

[Become a Conference Sponsor](#)

The Silent Auction will be held at the Friday night banquet. All contributions are gratefully accepted. Funds raised go towards sponsoring students at the 2017 conference.

For more information contact

Susan Mulkey, Conference Coordinator

250 353 2866

smulkey@bccfa.ca

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You are receiving this email because you have expressed interest in the work of the BCCFA

Our mailing address is:

British Columbia Community Forest Association

130 Government St.

Victoria, BC V8V 2K7

Canada

Shirley Whyte
2638 2nd Ave.
Port Alberni, BC
V9Y 1Z9

February 19, 2016

Port Alberni City Council
c/o Davina Hartwell
4850 Argyle Street
Port Alberni, BC

Dear Mayor Ruttan and Councilors,

I am writing with regards to the museum.

I am not one who objects to the tax rate in town. I believe in taxes being used for the good of the community; to provide and maintain parks and sports fields, the Multiplex, Echo Centre, the Museum and Library. We need all these services to provide a healthy environment for all the people in town, including those who might be persuaded to join us in the future.

The museum is a jewel we currently own. We say we want the community to grow, develop, and prosper. Why would we downgrade or throw away such a valuable asset? We already have many non profits in town. I daresay hundreds of us work to keep them afloat and active. I have personal experience, as a past president of The Community Arts Council and Rollin Art Center, with the struggle to maintain volunteers and acquire funds to provide the valuable community services provided by the Community Arts Council. These services include providing cultural experiences through child and family programming and a window for tourists into the arts culture in Port Alberni.

I highlight the Community Arts Council only because I feel it is a local non-profit run by a volunteer board that would draw similar volunteers as the museum but on a smaller scale. The museum requires specialized knowledge and expertise that will not likely be available to sufficiently operate without the same taxation support that it currently receives. History is not something that can be easily rebuilt once it is lost or damaged. The files and artifacts that are maintained and organized by the museum staff are not replaceable and should be maintained as a city service. I strongly urge you to continue to support the museum with professionally qualified persons. We need the arts and sciences just as much as we do sports facilities.

Respectfully,
Shirley Whyte

5515 Woodland Crescent East,
Port Alberni, B.C., V9Y 8E6

February 15th, 2016.

RECEIVED
FEB 18 2016
CITY OF PORT ALBERNI

Mayor M. Ruttan & Council,
City of Port Alberni,
4850 Argyle Street,
Port Alberni, B.C., V9Y 1V8

Dear Mr. Mayor & Council:

I am writing to express my concern over the recent information broadcast regarding the suggestion that our local museum be operated by a volunteer organization.

I am a member of a Beta Sigma Phi chapter who currently donates financially to the museum in support of the educational program for local students. I am also actively engaged as a volunteer in various city organizations (Echo Sunshine Club for seniors, the local Cancer Office and the Community Arts Council). I enjoy being involved with my community as a volunteer and realize that I am just that --- a volunteer.

I believe that our local history, and the many artifacts housed in our museum, need to be preserved for our children's heritage and their knowledge of the past, and for that responsibility I feel that professional people must be in charge.

Although I am not aware of the details of this possible change I believe that it is in the residents' best interest to NOT pursue this type of change.

Our city is renowned for our volunteering spirit, and therefore well aware of the enormous task involved in not only setting up, but also maintaining such a venture. I believe it is in the voters best interest to look at alternative measures of maintaining control of the museum without going down the volunteer path.

Thank you for your consideration of my concerns.

Sincerely,



Mrs. Diane Hoadley.

Feb. 18, 2016.
RECEIVED

FEB 19 2016

CITY OF PORT ALBERNI

To the Mayor and Council

I respectfully ask that you consider the Alberni Valley Museum as a core service. Just because some "consultant", who has probably never lived in Port Alberni, recommended that the Museum should be a not-for-profit organization does not make it right. I believe that we must understand and appreciate our past in order to plan for our future.

As Council tries to encourage new residents to invest, ~~work~~ and play in our community, you need to send a positive message. Our citizens, young and old embrace the Museum. We are proud to show it off to our visitors. Many artifacts were donated or acquired so that the Museum could be used as a learning place. We are rich in our culture.

Keep the Museum as it is presently with the dedicated staff. Work with us to fundraise. Let's make this a positive made in Port Alberni solution.

Nonna Brett
4099 Maitland Street
Port Alberni, BC
V99 3W9

ENTERED

3.3.16



CITY OF PORT ALBERNI

Parks and Recreation Department
4255 Wallace Street,
Port Alberni, B.C. V9Y 3Y6
Telephone: (250) 723-2181 Fax: (250) 723-1035
www.portalberni.ca

February 25, 2016

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

Dear Mayor Ruttan and City Council,

We are writing to ask for Council's support of Port Alberni's 31st annual "Seniors' Week". Seniors' Week is a wonderful opportunity to acknowledge and honour seniors in our community. We would like to request that the Mayor and Council proclaim June 1 – 11, 2016 as "Seniors' Week".

We would also like to provide an opportunity for the Mayor to write a message that will be printed on the front page of the Seniors' Week Flyer. Last, year, the Mayor wrote a message and we would like to extend this offer to him once again this year. If he would like to do so, please submit a message by Friday, April 20 to Karen Freethy at karen_freethy@portalberni.ca.

We are fortunate that our community is so supportive of this initiative. Many local businesses and organizations have been involved with Seniors' Week for many years and each year there are new additions. A complete list of Seniors' Week special events, programs, discounts and draws will be outlined in the Seniors' Week Flyer, available on Friday, May 6.

Thank you very much for your consideration of these requests. We are excited to celebrate and honour seniors in our community and look forward to hearing from you.

Sincerely,

Karen Freethy
Recreation Programmer
Port Alberni Parks, Recreation & Heritage Department
On behalf of the Seniors' Week Organizing Committee





February 23, 2016

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

Reference: 253807

citypa@portalberni.ca

Dear Mayor Ruttan:

Re: Expansion of Transit Services

I am writing to update you on the actions that this government has taken in Budget 2016 to enhance transit services across British Columbia by \$12.7 million over the next three years. These investments ensure that B.C. continues to lead the nation in its level of funding support for transit services and contribute to our goals of increased mobility within and between communities, as well as contributing to the province's greenhouse gas reduction targets. Over 50 million trips were made on BC Transit buses last year, and we expect that number to continue to rise as we work together to improve and expand services across the province.

Last October, we made amendments to the *British Columbia Transit Act* that ensured that the base funding provided in Budget 2015 could be used most efficiently, allowing BC Transit and its partner communities to capitalize on low fuel prices and reinvest these savings in transit services in their communities.

In December, it was my pleasure to announce the five point action plan to improve safety and mobility along Highway 16. As part of this action plan, we will be investing \$1.6 million over the next two years to improve inter-community services along this key northern corridor. We are working closely with First Nations and local government leaders along Highway 16 to implement these vital services and hope to have buses on the road as soon as possible.

As well, over the next three years, the Province will be investing an additional \$11.1 million to not only maintain transit and HandyDART services in BC Transit communities, but to increase them. Communities that have made requests to BC Transit in the past for expanded services should be hearing from their local transit planners in the near future to discuss their past requests.

.../2



Increasing funding is only one side of the equation, however. The Ministry of Finance will soon be releasing their Crown Agency Review of BC Transit. As I have mentioned in previous letters, my expectation is that this review will contribute to a dialogue amongst the partners in each community through the identification of revenue opportunities as well as efficiencies, ensuring each transit community reflects best practices. This review will position the Province, local governments and contracted service providers to play their part in managing costs and optimizing revenues as local service priorities are considered.

I look forward to working with BC Transit and all its partner communities as we continue to invest, innovate, and work together to deliver the world-class transit services that British Columbians have come to expect from us.

Sincerely,



Todd G. Stone
Minister

Copy to: Kevin Mahoney, Chair, Board of Directors
BC Transit

Manuel Achadinha, President and CEO
BC Transit

Grant Main
Deputy Minister

Lindsay Kislock, Assistant Deputy Minister
Partnerships Department



Royal
Canadian
Mounted
Police

Gendarmerie
royale
du
Canada

Security Classification/Designation
Classification/désignation sécuritaire

Unclassified

RECEIVED

FEB 22 2016

CITY OF PORT ALBERNI

February 18, 2016

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

Your File Votre référence
100-157

Our File Notre référence
E753-28-5

Municipal Policing Agreement
April 1, 2015 to March 31, 2016 Fiscal Year

In compliance with article 17.3.a) of the Municipal Policing Agreement, please find attached our monthly Financial Statement. The statement provides a year end forecast of expenditures as of **January 31, 2016**.

This Statement lists all the direct expenditures incurred to provide police services to your municipality from April 1, 2015 to **January 31, 2016**. This statement also contains reference to indirect costs which are included in the year end forecast.

Should you have any questions regarding this material, please contact Bradley Lanthier, Sr. Manager Contract Policing at 778-290-2705.

Max Xiao, MBA, CPA, CMA
Regional Director
Financial Management & Accounting Operations
Corporate Management & Comptrollership Branch, Pacific Region

c.c. OIC Port Alberni Detachment

Canada

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

PORT ALBERNI

2016/02/17

Expenditures to 2016/01/31

REPORTING OBJECT	BUDGET CAP	CURRENT MONTH	YEAR TO DATE	YEAR END FORECAST	EST. SURPLUS(+) DEFICIT(-)
STANDARD OBJ. 01 - PERSONNEL					
CEG 10 - PAY - PUBLIC SERVICE EMPLOYEES	0	94	94	94	-94
CEG 30 - PAY - MEMBERS:					0
CE 500110 - REGULAR PAY	2,985,399	206,234	2,092,239	2,476,371	509,028
CE 500112 - RETROACTIVE PAY		0	0	0	0
CE 500113 - ACTING PAY	20,000	1,005	5,275	10,000	10,000
CE 500114 - SERVICE PAY	92,011	6,306	62,055	85,000	7,011
CE 500117 - SHIFT DIFFERENTIAL	56,611	3,622	27,437	33,000	23,611
CE 500163 - MARKET ADJUSTMENT ALLOWANCE	0	0	0	0	0
CE 500164 - SENIOR CST ALLOWANCE	34,440	2,990	30,958	37,000	-2,560
CE 501127 - RETRO PAY - PRIOR YEAR		0	0	0	0
CE 501194 - REGULAR TIME - RESERVISTS	7,000	1,082	17,586	22,000	-15,000
CE 501198 - BILINGUAL BONUS - Current	0	0	0	0	0
CE 502103 - OPERATIONAL CLOTHING ALLOWANCE	5,900	290	3,026	3,622	2,278
MISC. CE's INCLUDED UNDER CEG 30	44,040	4,113	50,998	61,938	-17,898
CEG 30 - PAY - MEMBERS - TOTAL	3,203,961	221,570	2,241,029	2,669,932	534,030
CEG 31 - OVERTIME - MEMBERS	250,000	52,614	208,084	285,000	-35,000
CEG 32 - PAY - MEMBERS (POLICY CENTRE) Credit Item		0	72,057		
CEG 40 - TRANSFER ALLOWANCES - INTRA-RCMP (Credit Item)		0	22,159		
CEG 41 - TRANSFER ALLOWANCES - INTER-RCMP (Credit Item)		0	0		
CEG 45 - PERSONNEL - PAY RAISE CONTINGENCY	0	0	0		0
TOTAL STANDARD OBJ. 01 - PERSONNEL	3,454,485	274,278	2,543,424	2,955,026	498,936
STANDARD OBJ. 02 - TRANSPORTATION & TELECOMMUNICATION					
CEG 50 - TRAVEL	34,000	4,370	29,790	35,000	-1,000
CEG 51 - TRAVEL ADVANCES	0	0	0	0	0
CEG 52 - TRAINING TRAVEL (DCCEG)	25,500	2,303	18,165	40,000	-14,500
CEG 53 - TRAINING TRAVEL (POST)	5,500	854	2,190	3,000	2,500
CEG 54 - IPA & FSD TRAVEL	0	0	0	0	0
CEG 55 - CENTRALIZED TRAINING TRAVEL	0	0	0	0	0
CEG's 60-66 - TRANSFER COSTS (Credit Item)		6,639	129,226		
CEG 70 - FREIGHT, POSTAGE, ETC.	3,800	1,976	4,549	5,000	-1,200
CEG 100 - TELECOMMUNICATIONS SERVICES (DCCEG)	0	0	0	0	0
CEG 101 - TELEPHONE SERVICES (POST)	0	0	0	0	0
CEG 140 - COMPUTER COMM SERVICES (SSC)	0	0	0	0	0
TOTAL STANDARD OBJ. 02 - TRANSPORTATION & TELECOM	68,800	16,142	183,919	83,000	-14,200
STANDARD OBJ. 03 - INFORMATION					
CEG 120 - ADVERTISING	0	0	11	11	-11
CEG 130 - PUBLICATION SERVICES	0	0	513	513	-513
TOTAL STANDARD OBJ. 03 - INFORMATION	0	0	525	525	-525
STANDARD OBJ. 04 - PROFESSIONAL & SPEC. SVCS					
CEG 160 - LEGAL SERVICES (Credit Item)		0	1,794		
CEG 170 - CONTRACTED SERVICES (DCCEG)	0	0	0	0	0
CEG 171 - CONTRACTED SERVICES (POST)	0	0	0	0	0
CEG 190 - TRAINING & SEMINARS (DCCEG)	29,470	0	27,378	41,000	-11,530
CEG 191 - TRAINING & SEMINARS (POST)	3,500	0	38	1,000	2,500
CEG 192 - OFFICIAL LANGUAGE TRAINING (Credit Item)		0	0		
CEG 200 - HEALTH SERVICES - MEMBER (Credit Item)		0	0		
CEG 201 - HEALTH SERVICES - OTHERS (Credit Item)		0	0		
CEG 202 - HEALTH SERVICES - PENSIONERS (Credit Item)		0	0		
CEG 210 - PROTECTION SERVICES (Credit Item)		0	0		
CEG 213 - CORPS OF COMMISSIONAIRES	0	0	0	0	0
CEG 218 - CONTAMINATED SITES	0	0	0	0	0
CEG 219 - PROFESSIONAL SERVICES	39,593	1,971	27,496	32,000	7,593
CEG 220 - OTHER SERVICES	5,000	1,258	5,406	7,000	-2,000
CEG 221 - IM/IT SERVICES	10,200	0	9,497	10,200	0
CEG 223 - RADIO COMMUNICATIONS SYSTEMS	43,000	8,755	35,428	43,000	0
CEG 228 - CADC SPENDING OF PROCEEDS	0	0	0	0	0
CEG 229 - CADC ALLOCATED (Credit)		0	0		
CEG 230 - DIV FUND TRANSFER	0	0	0	0	0
CEG 231 - DCM FUND TRANSFER	0	0	0	0	0
CEG 232 - O&M OPERATIONAL CONTINGENCY	0	0	0	0	0
CEG 233 - CORPORATE CONTINGENCY	0	0	0	0	0
TOTAL STANDARD OBJ. 04 - PROFESSIONAL & SPEC. SVCS	130,763	11,983	107,036	134,200	-3,437

PORT ALBERNI

2016/02/17

Expenditures to 2016/01/31

REPORTING OBJECT	BUDGET CAP	CURRENT MONTH	YEAR TO DATE	YEAR END FORECAST	EST. SURPLUS(+) DEFICIT(-)
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STANDARD OBJ. 05 - RENTALS

CEG 240 - RENTAL-LAND,BLDG & WORKS (DCCEG)	0	0	0	0	0
CEG 241 - RENTAL-LAND,BLDG & WORKS (POST)	1,233	0	709	709	524
CEG 250 - RENTAL - COMMUNICATION EQUIP (DCCEG)	0	0	0	0	0
CEG 251 - RENTAL - COMMUNICATION EQUIP (POST) SSC	0	0	0	0	0
CEG 258 - RENTAL - MOTORIZED VEHICLES	922	0	0	0	922
CEG 260 - RENTAL OF CONVEYANCE	0	0	0	0	0
CEG 261 - LEASING OF AIRCRAFT	0	0	0	0	0
CEG 265 - LEASED VEHICLES	0	0	0	0	0
CEG 280 - INFORMATION TECHNOLOGY RENTALS	0	0	0	0	0
CEG 290 - RENTAL - OTHERS	6,506	64	1,213	3,500	3,006
TOTAL STANDARD OBJ. 05 - RENTALS	8,661	64	1,922	4,209	4,452

STANDARD OBJ. 06 - PURCHASED, REPAIR AND MAINTENANCE

CEG 310 - REPAIR OF BUILDINGS & WORKS (DCCEG)	0	0	0	0	0
CEG 311 - REPAIR OF BUILDINGS & WORKS (POST)	0	0	0	0	0
CEG 350 - REPAIR SHIPS & BOATS	0	0	0	0	0
CEG 360 - REPAIR OF AIRCRAFT	0	0	0	0	0
CEG 370 - REPAIR OF VEHICLES	38,000	1,597	47,864	75,000	-37,000
CEG 380 - REPAIR OF OFFICE & LAB EQUIPMENT	0	0	0	0	0
CEG 390 - REPAIR OF MISC. EQUIPMENT	2,300	0	1,380	2,000	300
CEG 392 - REPAIR OF AFIS EQUIP	0	0	0	0	0
CEG 393 - IT REPAIR AND MAINTENANCE	0	0	0	0	0
TOTAL STANDARD OBJ. 06 - PURCHASED, REPAIR AND MAINT	40,300	1,597	49,244	77,000	-36,700

STANDARD OBJ. 07 - UTIL, MATERIAL AND SUPPLIES

CEG 400 - UTILITIES	0	0	0	0	0
CEG 430 - FUEL	83,015	5,073	51,095	70,000	13,015
CEG 470 - PHOTOGRAPHIC GOODS	715	0	702	715	0
CEG 500 - STATIONERY	16,750	1,239	8,619	16,750	0
CEG 510 - CLOTHING & KIT	21,500	763	10,526	18,000	3,500
CEG 530 - LABORATORY SUPPLIES	0	0	0	0	0
CEG 540 - SUPPLY & SUNDRY EQUIPMENT	18,000	1,663	15,590	23,000	-5,000
CEG 541 - ACQUISITION CREDIT CARDS	0	0	0	0	0
CEG 550 - HOUSE FURNISHINGS	0	0	0	0	0
CEG 630 - MESS PURCHASES	0	0	0	0	0
CEG 640 - MESS CREDITS	0	0	0	0	0
TOTAL STANDARD OBJ. 07 - UTIL, MATERIAL AND SUPP	139,980	8,738	86,532	128,465	11,515

STANDARD OBJ. 09 - CONSTR. OR ACQUIS. OF MACHINES & EQUIPMENT<\$10,000 OR ASSETS UNDER CONSTR.

CEG 440 - TRANSPORT SUPPLIES	1,350	0	3,986	7,500	-6,150
CEG 441 - VEHICLE CHANGEOVERS	69,000	0	15,097	65,000	4,000
CEG 450 - COMNS PARTS & CONSUMABLES	3,985	0	0	2,700	1,285
CEG 480 - FIREARMS & AMMUNITION	6,000	0	3,072	6,000	0
CEG 770 - RADIO COMMUN. EQUIPMENT- SYSTEM AND USER EQUIP	16,778	0	0	16,778	0
CEG 771 - COMMS. EQUIPMENT	427	0	0	427	0
CEG 810 - LABORATORY EQUIPMENT	0	0	0	0	0
CEG 811 - PROJECT DEVELOPMENT - NON SALARY	0	0	0	0	0
CEG 812 - PROJECT DEVELOPMENT - SALARY	0	0	0	0	0
CEG 820 - PHOTOGRAPHIC EQUIPMENT	0	0	0	0	0
CEG 821 - AFIS EQUIP	0	0	0	0	0
CEG 822 - IDENT EQUIPMENT	0	0	0	0	0
CEG 830 - FURNITURE AND FIXTURES	0	0	0	0	0
CEG 840 - COMPUTER EQUIPMENT AND SOFTWARE	0	0	0	0	0
CEG 841 - ACQUISITION OF COMPUTER EQUIPMENT	5,500	663	4,633	25,000	-19,500
CEG 842 - ACQUISITION OF SOFTWARE	0	0	0	0	0
CEG 845 - SPECIALIZED EQUIPMENT (CAPITAL)	0	0	0	0	0
CEG 850 - AUDIO VISUAL AIDS	0	0	0	0	0
CEG 860 - INVESTIGATIONAL EQUIPMENT	8,600	0	0	5,000	3,600
CEG 870 - SHIPS AND BOATS (CAPITAL)	0	0	0	0	0
CEG 871 - MISC. BOATS	0	0	0	0	0
CEG 880 - AIRCRAFT (CAPITAL)	0	0	0	0	0
CEG 890 - VEHICLES (CAPITAL)	147,000	30,342	60,684	147,000	0
CEG 891 - MISC. VEHICLES	0	0	0	0	0
CEG 900 - OTHER EQUIPMENT	0	0	0	0	0
CEG 910 - OFFICE MACHINES	4,000	711	3,440	4,000	0
CEG 920 - SECURITY EQUIPMENT	2,127	0	0	2,127	0
TOTAL STANDARD OBJ. 09 - CONSTR. OR ACQUIS. OF MACHINES & E	264,767	31,715	90,912	281,532	-16,765

PORT ALBERNI

2016/02/17

Expenditures to 2016/01/31

REPORTING OBJECT	BUDGET CAP	CURRENT MONTH	YEAR TO DATE	YEAR END FORECAST	EST. SURPLUS(+) DEFICIT(-)
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STANDARD OBJ. 12 - OTHER SUBSIDIES & PAYMENTS

CEG 570 - PRISONER EXPENSES	0	7	0	0	0
CEG 580 - SECRET EXPENSES	4,461	144	653	2,000	2,461
CEG 581 - SPECIAL "I" EXPENDITURES	0	0	0	0	0
CEG 590 - MISC. EXPENDITURES	0	0	0	0	0
CEG 591 - DISCOUNT FOR EARLY PAYMENT	0	0	0	0	0
CEG 592 - PAYMENT IN LIEU OF TAXES	0	0	0	0	0
CEG 600 - FOREIGN SERVICE	0	0	0	0	0
CEG 620 - CLAIMS and COMP. SETTLEMENTS (Credit Item)	0	0	0	0	0
CEG 650 - WRITE-OFF	0	0	0	0	0
TOTAL STANDARD OBJ. 12 - OTHER SUBSIDIES & PAYMENTS	4,461	152	653	2,000	2,461

SUB-TOTAL DIRECT COSTS (Before Credits & Adjustments)	4,112,218	344,668	3,064,167	3,665,956	446,262
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YEAR TO DATE CREDITS					
MEDICAL LEAVE / SUSPENSION > 30 DAYS - CEG 32		-	72,057		
TRANSFER ALLOWANCES - CEG 40 & 41		-	22,159		
TRANSFER COSTS - CEG's 60 - 66		6,639	129,226		
100% SHARED SERVICES CANADA - (Various CEGs)		-	-		
LEGAL FEES CEG 160, OFF. LANG. TRNG CEG 192		-	1,794		
HEALTH SERVICES CEG 200-202, PROTECT. SVCS CEG 210		-	-		
COMP. CLAIMS & EX-GRATIAS - CEG 620		-	-		
ICBC REPAIRS TO POLICE VEHICLE CREDITS					
REFUND OF CREDITS UNDER CE 1691					
TOTAL CREDITS		6,639	225,236		

TOTAL DIRECT COST AFTER CREDITS	4,112,218	338,029	2,838,931	3,665,956	446,262
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INDIRECT COST (Summary)

1) RM Pensions	706,390			589,830	116,560
2) RM CPP	84,741			72,861	11,880
3) Employer's Contr. to E.I. for R/M's	37,130			33,488	3,642
4) Division Administration (per cap x avg.# RM's)	799,000			686,435	112,565
5) Recruitment & Training	136,408			114,065	22,343
6) National Programs, Other Indirect Costs & Consolidated Svcs.	86,235			73,790	12,445
7) Police Dog Service Training	27,624			27,983	(359)
8) Amortization of Equipment > \$150,000 @ 10%	-			-	-
9) CPP & EI for Reservists	290			1,021	(731)
10) Cost of ERC/PCC as a Per Capita of...(PCC incl. under Nat. Programs -	-				-
TOTAL INDIRECT COSTS	1,877,818			1,599,474	278,344

TOTAL COSTS (Direct + Indirect) @ 100%	5,990,035			5,265,430	724,605
FEDERAL COST 10 %	599,004			526,543	72,461
TOTAL MUNICIPAL POLICING COSTS 90%	5,391,032			4,738,887	652,145

FTE - FULL TIME EQUIVALENTS	ESTABLISHED STRENGTH			CURRENT UTILIZATION	
RM / CM - ESTABLISHED	34.00				
RM / CM - FUNDED	34.00			29.21	
RESERVISTS	0.08			0.27	

INDIRECT COSTS - DETAILS

REGULAR & CIVILIAN MEMBERS					
1) Pensions (Total Pensionable Earnings)	3,111,850			2,598,371	
Pension Rate	22.70%			22.70%	
Total Cost of RM/CM Pension.....	706,390			589,830	116,560
2) CPP (Pensionable Items) based on a Per Capita Cost of...	2,492.39			2,494.39	
Total Cost CPP (per Cap times FTE)	84,741			72,861.13	11,880
3) Employer's Contributions to EI based on a Per Capita Cost of...	1,092			1,146.45	
Total Cost of E.I. Contributions (per Capita x FTE)	37,130			33,488	3,642
4) Division Administration based on a Per Capita Cost of...	23,500			23,500	

PORT ALBERNI

2016/02/17

Expenditures to 2016/01/31

REPORTING OBJECT	BUDGET CAP	CURRENT MONTH	YEAR TO DATE	YEAR END FORECAST	EST. SURPLUS(+) DEFICIT(-)
Total Cost of Div. Administration (Per Capita x FTE)	799,000			686,435	112,565
5) Recruitment & Training					
Per Capita Cost of Training.....(effective 2015/16)...	1,068			2,880	
Per Capita Cost of Recruiting....	2,944			1,025	
Total Cost of Recruitment & Trng (Per Capita X FTE Utilization)	136,408			114,065	22,343
6) National Programs, Other Indirect Costs & Consolidated Services	2,536.32			2,526.20	
Total Cost of National Programs (See Below)	86,235			73,790	12,445
7) Police Dog Svc. Trng. based on a Per Cap. cost of (eff. F/Yr. 2015/16)	27,624			27,983	
Total Cost of PDS.Trng (Per cap. X # of PD Teams)	27,624			27,983	(359)
TOTAL INDIRECT COSTS - RM's & CM's	1,877,528			1,598,453	279,075
INDIRECT COSTS - Reservists					
a) CPP for Reservists Per Capita Cost of	2,492.39			2,494.39	
Total Cost of Reservists CPP (Per Capita x FTE)	191			668	(477)
b) Employer's Contr. to E.I. Per Capita Cost	1,285.66			1,317.20	
Total Cost of Reservist's E.I. Contributions (Per Capita x FTE)	99			353	(254)
9) TOTAL INDIRECT COSTS - RESERVISTS	290			1,021	(731)
TOTAL INDIRECT COSTS	1,877,818			1,599,474	278,344
NATIONAL PROGRAMS, OTHER INDIRECT COSTS & CONSOLIDATED SERVICES					
NATIONAL PROGRAMS					
Cadet & Recruit Training	-			-	-
Police Dog Service Training	-			-	-
OTHER INDIRECT COSTS					
Public Complaints Committee (PCC)	508.48			493.59	
Enhanced Reporting & Accountability	118.31			119.57	
Legal Advisory Services	165.53			169.04	
Estimated Severance Payout	1,023.00			1,023.00	
CONSOLIDATED SERVICES					
Shared Services Canada	721.00			721.00	
Accounting Operations	-			-	
Pay & Compensation	-			-	
TOTAL PER CAPITA COST	2,536.32			2,526.20	
SUMMARY					
	BUDGET CAP			YEAR END FORECAST	EST. SURPLUS / DEFICIT
PAY	3,454,485			2,955,026	499,460
BENEFITS (RM Pensions, CPP & E.I.)	828,261			696,179	132,082
OPERATING & MAINTENANCE	657,732			710,930	(53,198)
CAPITAL	-			-	-
CREDITS	-			-	-
INDIRECTS	1,049,557			903,295	146,262
Adjustments				-	-
TOTAL DIRECT and INDIRECT	5,990,035			5,265,430	724,605
MUNICIPAL COST 90 %	5,391,032			4,738,887	652,145

Subject: Ref. 166321: Invitation to Engage on the Climate Leadership Team's Recommendations

Ref: 166321

All Mayors and Chairs of Local Governments in British Columbia

cc: The Honourable Mary Polak, Minister of Environment
Ms. Linda Reimer, Parliamentary Secretary for Local Government
Mr. Jordan Sturdy, Parliamentary Secretary for Energy Literacy and the Environment
Mr. Al Richmond, President, UBCM
Mr. Gary MacIsaac, Executive Director, UBCM
All Chief Administrative Officers of Local Governments in British Columbia

Dear Mayors and Chairs:

Subject: Invitation to Engage on the Climate Leadership Team's Recommendations

I am writing to invite each of you to participate in one of six upcoming local government engagement sessions on the Climate Leadership Plan.

As part of the Climate Leadership Plan (CLP) Consultation Process, which began in May 2015 with the announcement of the Province of British Columbia's Climate Leadership Team (CLT), a second round of public consultation was announced on January 25, 2016. The public, industry, First Nations, local governments and other stakeholders are invited to provide their feedback on the CLT's recommendations described in the Consultation Guide. In addition to the multiple ways to provide feedback—through an online form, email, a survey and Ipsos Reid public polling, available at: <http://engage.gov.bc.ca/climateleadership/>—the Province is conducting sector-specific consultations, including with local governments.

My goal is to ensure that every local government in British Columbia has the opportunity to engage with the Province on the CLP and review and provide feedback on the CLT's recommendations, before the close of consultation at noon on March 25, 2016. To achieve that, Provincial staff together with my colleagues, Ms. Linda Reimer, Parliamentary Secretary for Local Government, and Mr. Jordan Sturdy, Parliamentary Secretary for Energy Literacy and the Environment, are leading the organization of five two-hour tele-conference/video-conference sessions. These will be geographically focused according to the five regions represented by British Columbia's Local Government Area Associations. A sixth session will be held for those local governments not able to attend a regional session.

The sessions will take place as follows:

March 8, 2016	Kootenay-Boundary Region	1:00pm – 3:00pm
March 9, 2016	Vancouver Island and Coastal Communities	10:00am -12:00noon
March 10, 2016	Lower Mainland Region	2:00pm – 4:00pm
March 15, 2016	North Central Region	1:00pm – 3:00pm
March 16, 2016	Southern Interior Region	10:00am -12:00noon
March 17, 2016	Province-wide	1:00pm – 3:00pm

Additional details about how to join a session in your region will be sent to you and your Chief Administrative Officers soon.

In addition to these engagement sessions, you will have recently received a letter from my colleague, the Honourable Mary Polak, Minister of Environment, seeking your input on climate activities as part of British Columbia's preparation for engagement in the federal process to develop a Pan-Canadian framework for combatting climate change. In the letter, Minister Polak indicated our desire to attend each of the province's local government annual Area Association meetings over the coming months to further discuss the Climate Leadership Plan.

I will be working with Minister Polak regarding the Province's attendance at those meetings, with a primary objective of being able to address you directly on the CLT'S Recommendation #21 –Undertake a collaborative review and update of the Climate Action Charter to align provincial and community goals.

I have been impressed with the progress British Columbia local governments have made on their climate commitments, and with their efforts to provide thoughtful submissions on the Climate Leadership Plan process to date. I look forward to the upcoming discussions, recognizing that local governments' work on climate will positively impact the way British Columbians live and work in our communities.

Sincerely,

Peter Fassbender

Minister of Community, Sport and Cultural Development and Minister Responsible for TransLink



RECEIVED

FEB 25 2016

CITY OF PORT ALBERNI

February 16, 2016

Ref: 111867

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

Dear Mayor Ruttan:

As a province, we have a responsibility to create an environment that is welcoming to investment and business. "Canada Starts Here: The BC Jobs Plan" (BC Jobs Plan) was launched four years ago to do just that: diversify and grow our economy and support long-term job creation in the province.

We are now seeing the benefits of this effort: BC's economy is diverse, strong and growing. Today, more British Columbians are working than ever before, and our economic performance is reaching record levels. While growth has slowed in much of the rest of Canada, BC is expected to lead the country in economic growth over the next two years. The prosperity we are seeing is a product of the actions and commitments that were initiated in the BC Jobs Plan.

Together with municipalities like yours, as well as industry, our government has actioned numerous commitments to enable job creation, strengthen BC's infrastructure to facilitate the movement of goods to market and expand markets for BC's goods and services while at the same time reducing red tape and other barriers for our key sectors. As the BC Jobs Plan has evolved over the past four years, the eight key sectors have grown together and yielded new opportunities to fuel significant growth of BC's economy.

As a leader of your community, you are also a partner in our province's economic development. As Mayor, you are a major stakeholder in the future of our economy, which is why I am sending you the "BC Jobs Plan 4-Year Progress Update" (4-Year Progress Update). (in "READING FILE")

The 4-Year Progress Update highlights significant achievements we have made over the past four years and allows us to proudly reflect on our accomplishments and the momentum that we have generated by working together to diversify, strengthen and grow our economy.

.../2

Ministry of Jobs, Tourism and
Skills Training and Minister
Responsible for Labour

Parliamentary Secretary
for the BC Jobs Plan

Mailing Address:
East Annex
Parliament Buildings
Victoria, BC V8V 1X4
Phone: 250 953-0964
Fax: 250 952-7263

ENTERED

REGULAR COUNCIL AGENDA - MARCH 14, 2016

141

J.A.

His Worship Mayor Mike Ruttan
Page 2

I hope, as you read through the 4-Year Progress Update, you feel confident that our partnership – municipalities, the Province and the private sector – is working to build on BC's economic successes as we look ahead to how we can continue to drive diversity and growth in the province for years to come.

Work is already underway for the Jobs Plan update in 2016 and we welcome your ideas.

Best wishes for you and your municipality in 2016.

Sincerely,

A handwritten signature in black ink, appearing to read 'Greg Kylo', with a large, stylized initial 'G'.

Greg Kylo
Parliamentary Secretary

Enclosure



Ref: 37429

To Local Governments

February 24, 2016

Dear Mayors and Board Chairs:

We are writing to inform you of an exciting new initiative, announced on Thursday, February 18, to issue a limited number of licences for the sale of 100% BC wine on grocery store shelves. We would like to take this opportunity to explain the rationale for this offering, part of the second round of changes to the liquor laws to permit the sale of BC wine on grocery store shelves.

The BC wine industry has been a true success story with over 300 wineries now producing world class wines. The citizens of British Columbia have shown their appreciation of these wines as sales continue to increase.

During the 2013 Liquor Policy Review conducted by Parliamentary Secretary John Yap, we heard from thousands of British Columbians who wanted more convenient access to liquor and particularly to BC wines. The Government listened to these concerns and initiated a number of reforms including:

- Permitting the 21 licensed VQA wine stores to relocate to grocery stores to sell their wine on grocery store shelves;
- Permitting full service licensee retail stores and government liquor stores to relocate to grocery stores to operate as a store in store; and
- Committing to issue a limited number of special wine store licences for the sale of BC wine on grocery store shelves, as announced today.

Initially, we will auction six opportunities to apply for the special wine store licence, an approach which will ensure fairness and transparency. The successful bidders will then proceed through the regular application process to obtain the licence. Only grocery stores which meet the specified regulatory criteria will be eligible to bid. These criteria include that the store be a minimum of 10,000 sq. ft. and be focused on food sales; the same criteria that apply to the relocation of the other types of wine and liquor stores to grocery stores.

To provide the greatest consumer convenience, the products permitted for sale include all types of BC wine made from 100% BC agricultural inputs. This includes cider, honey wine, fruit wine and sake. The rules for VQA stores have also changed to permit them to sell these same types of products.

As you may know, Provincial regulations do not permit the relocation of a licensee retail store or government liquor store to within 1 km of one another. This rule does not apply to existing wine stores and will not for these special wine store licences.

The rationale for the 1 km rule is to provide some degree of market certainty for retailers and to ensure a community is not over-served with liquor stores which can have negative community impacts.

The product selection sold in these stores is very limited compared to the full variety of domestic and international beer, wine, and spirits sold in a private or government liquor store. BC wines represent only 26 percent of the total wine sales in BC and this also represents 9% of all liquor sales in the Province. In addition, a significant percentage of these BC wine sales are made from the winery or sold directly by them to restaurants and bars. This means overall sales in competing full service liquor stores are unlikely to be significantly impacted.

Were the 1 km rule to apply to wine stores, a community would be prevented from having a full service liquor store in its neighbourhood due to a wine store's location. Consumers wishing to buy beer, spirits or imported wines would be inconvenienced. For your information, there has existed for many years an additional 20 wine store licences issued to individual wineries or small groups of wineries. Once again, the location of one of these stores, perhaps selling only one winery's products, would prevent a full service liquor store moving to within 1 km of the wine store.

In summary, the number of wine stores selling BC wine is very limited with only 21 VQA stores, 20 issued to wineries and up to 18 of the announced special wine stores. This compares to 671 full service private liquor stores, 196 government liquor stores and 221 rural agency stores all selling all types of liquor.

We understand concerns have been expressed about the retailing practices of grocery stores in jurisdictions where liquor is sold in grocery stores and more specifically that this sector tends to favour larger producers and employ low priced sales strategies to build market share. We believe that these concerns are not legitimate in the BC market in regard to wine stores. On Tuesday, February 23, our government announced – effective May 1, 2016 – minimum liquor pricing for licensee retail stores, wine stores, and manufacturer on-site stores. The same policy will apply to BC Liquor Distribution Branch stores and, by extension, rural agency stores. This policy will effectively protect against pricing practices using wine (or other liquor) as a “loss leader”.

For the VQA and special wine store licences it will be a licence term and condition that the stores carry a broad selection of product from all sizes of wineries to ensure the most number of wineries possible have shelf space in these stores. In addition, Provincial law prohibits liquor suppliers from offering incentives to licensees to gain greater shelf space or market access. The whole intent of special wine store licence is to provide enhanced consumer access to our wonderful wines and to help support our wine industry. In our discussions with the grocery industry they understand and support these goals.

Finally, we are aware that concerns have been expressed that the special wine store licence is non-compliant with our trade obligations. Our intention with the recent changes is to strike a

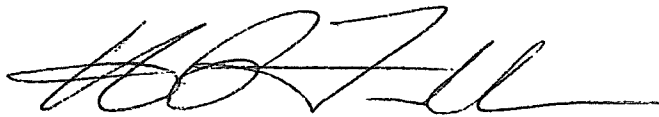
balance that meets our trade requirements and also promotes the quality products that are made and bottled here in B.C. The special wine store licences are not new licences *per se* but rather are re-issued and reconfigured dormant BC wine store licences that were issued several years ago. Any licences issued will remain consistent with those allowed and already created under existing trade laws.

We appreciate the opportunity to explain the Province's wine store retailing strategy and we hope you will take these matters into consideration should any of these stores plan to open in or relocate to your community.

Sincerely,



The Honourable Coralee Oakes
Minister of Small Business and Red Tape Reduction
Minister Responsible for the Liquor Distribution Branch



The Honourable Peter Fassbender
Minister of Community, Sport and Cultural Development
Minister Responsible for TransLink



RECEIVED

MAR 03 2016

CITY OF PORT ALBERNI

Reference: 220354

February 26, 2016

Scott Fraser, MLA
Alberni-Pacific Rim
New Democratic Party of British Columbia
Room 201, Parliament Buildings
Victoria, British Columbia
V8V 1X4

Dear Scott Fraser:

I am writing in respect to you having raised the issue of Maa-Nulth Treaty impacts on USW Local 1-85 Franklin River Crew during the Legislative Assembly debate on February 15, 2016.

Since our meeting on May 5, 2014, I and my staff have continued to monitor this issue. Most recently, I received a letter dated September 28, 2015, from Port Alberni Mayor Mike Ruttan (attached) and USW Local 1-85 President Norm McLeod. Prior to receiving that letter, information gathered by my staff indicated that the Franklin River Crew had secured work within the Maa-Nulth Treaty lands. We are now awaiting confirmation that these contract workers have subsequently been impacted by the Maa-Nulth Treaty.

Since receipt of the September 28th letter, my staff have been engaged with Norm McLeod and have had discussions with Mayor Ruttan about the process. I met and discussed this issue briefly with Mayor Ruttan on November, 25, 2015. Both Mayor Ruttan and Norm McLeod indicated they were satisfied with this engagement process. My staff had discussions with Norm McLeod as recently as February 11, 2016.

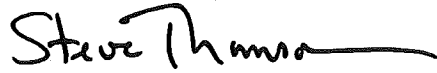
As you may be aware, compensation for contractors was not included in the Maa-Nulth Forest Compensation Interim Regulation, thus there is no legal authority to compensate contractors under the laws of B.C. To move forward with this issue my staff asked Norm McLeod to provide evidence that impacts have occurred. This information is necessary for me to take this issue forward and to discuss it with my cabinet colleagues. Unfortunately, we have not received the information at this time.

Page 1 of 2

Scott Fraser, MLA, Alberni-Pacific Rim

I trust this response has apprised you of the current status of this issue.

Sincerely,

A handwritten signature in black ink that reads "Steve Thomson". The signature is fluid and cursive, with a long horizontal stroke at the end.

Steve Thomson
Minister

pc: Mike Ruttan, Mayor, City of Port Alberni
Norm McLeod, President, USW Local 1-85



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

September 28, 2015

Honourable Steve Thomson
Minister of Forests, Lands and Natural Resource Operations
PO Box 9049 Stn Prov Govt
Victoria, B.C. V8W 9E2

Dear Honourable Minister,

We are writing to request a meeting with you to discuss the impacts of the removal of lands from TFL 44 that were included as treaty settlement lands for the Maa-nulth Final Agreement.

Since 2008 the United Steelworkers Union (USW) Local 1-85 has been seeking employee mitigation funding under the BC Forestry Revitalization Trust. The most recent correspondence to USW 1-85 from your office, dated June 10, 2014 indicated that a review of the loss of work would be undertaken by your Ministry and a report forthcoming.

With no further correspondence received to date we would like to request a meeting with you to seek a resolution to this longstanding matter. In addition to the undersigned, this meeting would also be attended by other community and industry representatives that share our concern and interest in this matter.

Enclosed with this letter are background documents pertaining to this issue for review and discussion at the meeting. Please contact Jake Martens, Administrative Assistant/Office Manager at 250-720-2822 or jake_martens@portalberni.ca to arrange a suitable meeting date.

Thank you for your attention to this matter.

Yours truly,

Mike Ruttan
Mayor

Norm McLeod
President, USW 1-85

From: New Car Dealers Association of BC <New_Car_Dealers_Association_of_BC@mail.vresp.com>

Sent: Wednesday, March 2, 2016 11:18 AM

To: Mike Ruttan

Reply To: New Car Dealers Association of BC

Subject: New Car Dealers Applaud BC Government for Allowing Electric Cars in High Occupancy Vehicle Lanes and Continuing To Support the CEVforBC Program



New Car Dealers Applaud BC Government for Allowing Electric Cars in High Occupancy Vehicle Lanes and Continuing To Support the CEVforBC Program

Vancouver, BC - The New Car Dealers Association (NCDA) of BC is applauding the Provincial Government's announcement that will allow electric vehicles to drive in the high occupancy vehicle (HOV) lanes without having to meet the occupancy requirements.

"The New Car Dealers Association of BC is pleased to see the Government stepping forward and making changes which will enhance environmental initiatives on the road," says Blair Qualey, President and CEO of New Car Dealers Association of BC. "The NCDA urged Government to allow electric vehicles in the HOV lanes when the CEVforBC program was first being considered, and it's great to see that action has been taken. Ultimately, allowing drivers with electric vehicles to access the HOV lanes is a great incentive for buyers to consider making greener vehicle choices."

The Province will issue a decal to owners of electric vehicles that must be visible at all times and clearly be displayed on the rear bumper or window. Electric cars are defined as battery electric and plug-in hybrid electric vehicles. Vehicles that rely on gas/electric hybrid motors that do not plug into an external source will not be eligible to receive a decal. To inform drivers, new electric vehicle "tabs" will be posted below highway HOV signs acknowledging that electric vehicles are permitted in those lanes.

The Province is working to encourage British Columbians to make more environmentally conscious choices, including raising awareness on electric vehicles. Today's announcement also includes \$6 million in funding dedicated to the CEVforBC incentive program, which allows consumers to save up to \$5,000 towards the purchase or lease of a new battery electric or plug-in hybrid electric vehicle, and up to \$6,000 for a hydrogen fuel cell vehicle. For qualifying electric vehicles, the incentive can also be combined with the SCRAP-IT incentive program for up to \$3,250 off sticker price if a purchaser scraps an older vehicle. Additionally, a new luxury cap

means incentives will not cover high-end vehicles that cost more than \$77,000. The provincial government support will help to ensure that more and more British Columbians can participate in the program when making climate conscious decisions.

Supporting alternative and more fuel-efficient vehicle technologies was a key component in BC's *On The Move* 10-year transportation plan to improve the province's transportation network. In 2014, a survey was conducted with over 12,500 BC respondents indicating their concern for the impacts transportation has on the environment. Local governments that have HOV lanes support electric vehicles using the lanes.

For more information please visit: www.newcardealers.ca

About the New Car Dealers Association of BC: The NCDA is the provincial industry association that represents more than 370 new car and truck dealers throughout British Columbia. Members of the Association directly employ over 36,000 British Columbians and are responsible for close to \$11 billion of retail sales in the province. The Association speaks on behalf of the retail new automotive industry to the public, media, and government, and deals primarily with the legal, environmental, and consumer issues relating to vehicle sales in British Columbia.

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Minutes – February 18, 2016

Alberni Social Planning Council Minutes – February 18, 2016

Present: Pat Kermeen, Joanne Silver, Patty Edwards, Janis Nairne, Ron Jorgenson, Laurie Money – Secretary, Craig Summers

1) Review and acceptance of January 16/16 Minutes – Accepted

2) City Council Report on recommendation for Social Planning Committee

- Discussion on Council's recent decision for Scott Smith to put together to draw up some language as to a bylaw and bring back to council. AVSPC's feeling is that we would like to give input into how such a Committee could work. **Action:** Janis to invite Scott to a meeting. First Nation reps should be invited. Meeting to be called when people are available.

3) Report on Poverty Reduction Meeting

- Meeting with Mayors and MLA. Further meetings to take place Feeling is that there needs to be a regional plan developed first.

4) Treasurers Report – Ron

- Interest of .05 No cheques written. \$5,000 in Trust for Indicator Project. AVSPC Balance in Account \$803.44 – Report approved.

5) AVSPC Website Update

- Website is still up. Understanding that the Local Action Team is still looking at setting up a Service Directory Website.

6) Information Items

- Volunteer Service Workshop, February 29 at Gyro Centre, 7:00 – 9:00. Contact Theresa Kingston

Next Meeting: Tuesday, March 15th 4:00 ACAWS Meeting Room.



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FEB 29 2016

Ref: 112204

FEB 26 2016

Mr. Al Richmond
President
Union of British Columbia Municipalities
525 Government Street
Victoria, BC V8V 0A8

Dear Mr. Richmond: *Al:*

I am writing to provide you with an update regarding the ongoing arrivals of Syrian refugees into communities across British Columbia (BC).

At last count, just over 21,000 Syrian refugees have arrived in Canada since November 2015. The federal government indicates it is confident that it will resettle 25,000 refugees to Canada by the end of the month. Approximately 1,700 refugees have arrived or will soon be arriving in 31 communities across BC, including about 300 awaiting onward travel arrangements from Toronto or Montreal. Immigration, Refugees and Citizenship Canada (IRCC) informs me that 800 additional arrivals will be destined to BC before early March. In order to meet its commitments, IRCC is looking for additional capacity to resettle large numbers of Syrian refugees as soon as possible.

IRCC recently issued an open call for proposals for currently-funded Settlement Service Provider Organizations (SPOs) across Canada to apply for additional funding under the Refugee Assistance Program (RAP), to establish new centres to receive Government-Assisted Refugees (GARs). I am pleased to inform you that, as of last week, the Inter-Cultural Association (ICA) of Greater Victoria was the first successful applicant under this call for proposals. As a result, Victoria will join Vancouver in welcoming Syrian GARs to BC in the very near future, and these GARs may settle in communities throughout southern Vancouver Island. I have encouraged SPOs in Kelowna and Prince George to apply to become additional RAP centres in order to facilitate the resettlement of GARs across the province.

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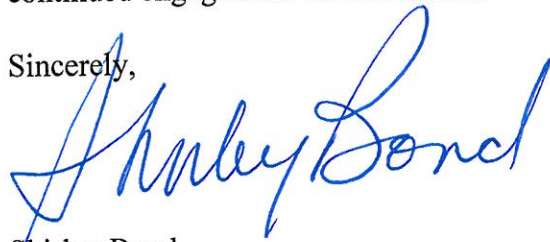
Mr. Al Richmond
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Vancouver's RAP provider, the Immigrant Services Society of BC (ISSofBC), has been working closely with SPOs in several BC communities including Abbotsford, Nanaimo, Kelowna, Kamloops, and Prince George to develop a sub-contract arrangement. This approach would enable these communities to receive GARs without becoming a stand-alone RAP centre. ISSofBC staff are travelling to these communities to provide training to the settlement SPOs, and discussions are underway about the possible number and flow of refugees that each community can receive.

In addition, IRCC has developed a new process for municipalities that are outside of the traditional network of refugee resettlement to receive and support Syrian refugees. My federal colleagues have encouraged municipalities to identify themselves to IRCC and develop a Community Partnership Settlement Plan as soon as possible. The federal government criteria for municipalities who wish to submit a Community Partnership Settlement Plan are listed here: <http://news.gc.ca/web/article-en.do?nid=1031849>. BC supports the resettlement of refugees outside of Vancouver as much as possible when supports are in place to successfully integrate refugees into the community and the workforce.

Please feel free to share this letter with your members as appropriate. Thank you again for your time and ongoing commitment to the refugee settlement process in BC. I look forward to our continued engagement on this matter.

Sincerely,



Shirley Bond
Minister

Enclosure

pc: Honourable Peter Fassbender
Ministry of Community, Sport, and Cultural Development
and Minister Responsible for TransLink

APPENDIX 1: Syrian Refugee Arrivals by BC Destination
 (Source: <http://www.cic.gc.ca/english/refugees/welcome/map.asp>)

City	Admitted GARs	Admitted BVORs	Admitted PSRs	PSRs in Inventory	Total
Abbotsford	0	1 to 4	0	8	9 to 12
Burnaby	0	14	44	30	88
Campbell River	0	0	0	16	16
Charlie Lake	0	0	0	1 to 4	1 to 4
Chilliwack	0	8	0	0	8
Clearwater	0	1 to 4	0	0	1 to 4
Coquitlam	0	0	1 to 4	5	6 to 9
Cowichan Bay	0	0	1 to 4	7	8 to 11
Dawson Creek	0	1 to 4	0	0	1 to 4
Duncan	0	7	0	0	7
Fernie	0	0	1 to 4	0	1 to 4
Fruitvale	0	0	0	1 to 4	1 to 4
Gabriola	0	6	0	0	6
Gibsons	0	0	0	1 to 4	1 to 4
Kamloops	0	12	0	1 to 4	13 to 16
Kelowna	0	23	9	15	47
Ladysmith	0	0	1 to 4	0	1 to 4
Langley	0	5	5	0	10
Maple Ridge	0	0	0	9	9
Nanaimo	0	18	0	0	18
New Westminster	0	0	11	9	20
North Vancouver	0	5	5	7	17
Oliver	0	5	0	0	5
Osoyoos	0	1 to 4	0	0	1 to 4
Pender Island	0	6	0	0	6
Port Coquitlam	0	0	0	1 to 4	1 to 4
Port Moody	0	0	0	1 to 4	1 to 4
Prince George	0	6	5	5	16
Richmond	0	6	7	8	21
Salmon Arm	0	6	0	0	6
Salt Spring Island	0	0	0	5	5
Smithers	0	5	5	0	10
Squamish	0	0	0	9	9
Summerland	0	5	0	0	5
Surrey	0	6	23	30	59
Vancouver	1411	20	41	41	1513
Vernon	0	0	0	1 to 4	0
Victoria	0	28	11	25	64
West Vancouver	0	0	5	0	5
White Rock	0	0	1 to 4	0	0
TOTAL	1411	195 to 207	175 to 187	236 to 257	2016 to 2062