
AGENDA - REGULAR MEETING OF COUNCIL
Monday, November 27, 2023 @ 2:00 PM
In the City Hall Council Chambers & Via Video-Conference
4850 Argyle Street, Port Alberni, BC

The following pages list all agenda items received by the deadline [12:00 noon on the Wednesday before the scheduled meeting]. 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 please refer to the City's website portalberni.ca or contact Corporate Services at 250.723.2146 or by email corp_serv@portalberni.ca

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Register to participate via webinar at: <https://portalberni.ca/council-agendas-minutes>

A. CALL TO ORDER & APPROVAL OF THE AGENDA

1. Council for the City of Port Alberni would like to acknowledge and recognize that we work, live and play in the City of Port Alberni which is situated on the unceded territories of the Tseshaht [cišaaʔath] and Hupačasath First Nations.
2. Late items identified by Councillors.
3. Late items identified by the Corporate Officer.
4. Notice of Video Recording (live-streaming and recorded/broadcast on YouTube)

That the agenda be approved as circulated.

B. ADOPTION OF MINUTES - Page 7

1. Minutes of the Special meeting held at 11:00 am and Regular Council meeting held at 2:00 pm on November 13, 2023, as presented.

C. DELEGATIONS

1. **Alberni Valley Community Forest Corporation** - Page 13
Chairman, Jim Sears and members of the Board in attendance to present a dividend cheque to the City from the Alberni Valley Community Forest Corporation.

D. UNFINISHED BUSINESS

Includes items carried forward from previous Council meetings.

E. 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 November 27, 2023, be received and the cheques numbered _____ to _____ inclusive, in payment of accounts totalling \$ _____, be approved.

F. BYLAWS

Bylaws are required for the adoption of regulations, financial plans, changes to land use policy and to approve borrowing. A bylaw requires four separate resolutions to be adopted and must be considered over a minimum of two [2] Council meetings. Each reading enables Council to reflect on the bylaw before proceeding further.

1. **City of Port Alberni 2023 – 2027 Financial Plan Amendment Bylaw No. 5075-1, 2023**
- Page 14
Report dated November 20, 2023 from the Director of Finance requesting Council consideration for three readings of the proposed bylaw.
 - a. *THAT the “City of Port Alberni 2023 – 2027 Financial Plan Amendment Bylaw No. 5075-1, 2023” be now introduced and read a first time.*
 - b. *THAT “City of Port Alberni 2023 – 2027 Financial Plan Amendment Bylaw No. 5075-1, 2023” be read a second time.*
 - c. *THAT “City of Port Alberni 2023 – 2027 Financial Plan Amendment Bylaw No. 5075-1, 2023” be read a third time.*
2. **OCP and Zoning Bylaw Amendments | 2780 Burde Street - Page 19**
Report dated November 20, 2023 from the Development Services Planner requesting Council consideration for third reading of the proposed bylaws.
 - a. *THAT “Official Community Plan Amendment (2780 Burde Street) Bylaw No. 5084” be read a third time.*
 - b. *THAT “Zoning Amendment (2780 Burde Street) Bylaw No. 5085” be read a third time.*
 - c. *THAT prior to adoption of Bylaws No. 5084 and No. 5085, a covenant be registered on title requiring the property [2780 Burde Street] be connected to municipal sanitary sewer upon future extension of the service.*
3. **OCP and Zoning Bylaw Amendments | 3690 Loewen Road and 2791 Burde Street - Page 30**
Report dated November 20, 2023 from the Development Services Planner requesting Council consideration for third reading and final adoption of the proposed bylaws.
 - a. *THAT “Official Community Plan Amendment (3690 Loewen Road and 2791 Burde Street) Bylaw No. 5092” be read a third time.*
 - b. *THAT “Zoning Amendment (3690 Loewen Road and 2791 Burde Street) Bylaw No. 5093” be read a third time.*
 - c. *THAT “Official Community Plan Amendment (3690 Loewen Road and 2791 Burde Street) Bylaw No. 5092” be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5092.*
 - d. *THAT “Zoning Amendment (3690 Loewen Road and 2791 Burde Street) Bylaw No. 5093” be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5093.*

G. CORRESPONDENCE FOR ACTION

Correspondence addressed to the Mayor and Council where there is a specific request may be included on an agenda. Correspondence regarding personnel matters, legal action and/or items of a confidential nature will not be included. Correspondence addressed to Council that is administrative or operational in nature will be circulated to Council weekly and referred to the appropriate department for review and follow-up where necessary.

1. **Western Vancouver Island Industrial Heritage Society [WVIHS] - Page 42**

Letter dated November 10, 2023 from WVIHS requesting Council provide a letter in support of WVIHS in the restoration, maintenance, display and operation of the Alberni Pacific Railway.

THAT Council defer the letter dated November 10, 2023 from the Western Vancouver Island Industrial Heritage Society to the January 2024 Committee of the Whole meeting for further discussion and consideration.

2. **Alberni-Clayoquot Regional District | Grant Opportunities - Page 44**

Letter dated November 10, 2023 from the Alberni-Clayoquot Regional District requesting Council provide approval for a regional grant application to the Union of BC Municipalities Community Emergency Preparedness Fund.

a. *THAT Council for the City of Port Alberni agrees to provide approval for the Alberni-Clayoquot Regional District (ACRD) to apply for the Union of BC Municipalities Community Emergency Preparedness Fund for Emergency Support Services and therefore, authorizes the ACRD to apply for, receive, and manage grant funding on behalf of the City of Port Alberni.*

b. *THAT Council for the City of Port Alberni agrees to provide approval for the Alberni-Clayoquot Regional District (ACRD) to apply for the Union of BC Municipalities Community Emergency Preparedness Fund for Emergency Operations Centres & Training and therefore, authorizes the ACRD to apply for, receive, and manage grant funding on behalf of the City of Port Alberni.*

3. **Wholesome Meals on Wheels Association - Page 46**

Letter dated November 19, 2023 from the President of the Association requesting a letter in support of their grant application.

THAT Council direct staff to prepare a letter of support for the Wholesome Meals on Wheels Association to accompany their grant application to BC Gaming in advance of the November 30th deadline.

H. PROCLAMATIONS

1. **All Nations Outreach | Indigenous Survivors' Day - Page 47**

Email from All Nations Outreach requesting Council proclaim June 30, 2024 as Indigenous Survivors' Day.

THAT Council, on behalf of All Nations Outreach, proclaim June 30, 2024 as Indigenous Survivors' Day.

I. CORRESPONDENCE FOR INFORMATION

Correspondence found here provides information to Council. Correspondence regarding personnel matters, legal action and/or items of a confidential nature will not be included. Correspondence addressed to Council that is administrative or operational in nature will be circulated to Council weekly and referred to the appropriate department for review and follow-up where necessary.

1. **Correspondence Summary - Page 58**
 - a. Ministry of Housing | New Legislation to Support Housing Initiatives
 - b. Ministry of Emergency Management and Climate Readiness | *Emergency and Disaster Management Act*
 - c. BC United Official Opposition | Bill 45, *Miscellaneous Statutes Amendment Act*
 - d. R.C.M.P. | Commissioner Mike Duheme's Visit to BC and Recruitment Actions
 - e. Ministry of Citizen's Services | Grant-in-Lieu of Property Tax Payment and Report

J. REPORT FROM IN-CAMERA

1. **Alberni Harbour Quay | Unit 13**

Council releases for public consumption Notice of its Intent to lease Unit 13 to A. Findlay for the operation of good/kind for a three-year term, at the Alberni Harbour Quay.

K. COUNCIL REPORTS

1. **Council and Regional District Reports - Page 75**

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

L. NEW BUSINESS

New items of business requiring Council direction as well as an opportunity for Council to raise issues as a result of the business of the meeting or to identify new items for subsequent meetings by way of a 'Notice of Motion'.

1. **Public Use of Municipal Venues | Recommendation from the November 20th Committee of the Whole**

THAT Council direct staff to draft an administrative policy regarding appropriate conduct at municipal venues that includes the following language:

 - *We understand that this venue includes children, youth, adults and seniors of all races, all religions, all cultures, all abilities, all economic levels, all gender identities and all sexual orientations, and we will conduct ourselves in a manner that is respectful of this diverse community.*
 - *We will comply with all applicable City of Port Alberni bylaws and federal and provincial legislation, including the British Columbia Human Rights Code and Canadian Human Rights Act, which prohibit discriminatory conduct including conduct that would expose persons or groups to hatred or contempt.*
 - *We understand that City staff and their representatives have the authority to ask an individual or group to leave a City-owned or City-managed venue when that person or group is displaying inappropriate, disruptive, or aggressive behavior that threatens the security and safety of staff, guests, residents, themselves and/or property. Depending on the seriousness of the circumstances and behaviour, the City representative may choose to suspend, ban, or issue a Trespass Notice to the corresponding individual or group.*

2. **Firefighter Resource Planning and Succession | Recommendation from the November 20th Committee of the Whole**

THAT Council authorize early budget approval in the 2024-2028 Financial Plan in the amount of \$37,854 [Line 24421] to hire a probationary firefighter for a period of three months to facilitate orientation and training.

3. **Canal Beach Pier Resurfacing [Councillor Douglas] - Page 76**

THAT Council direct staff to review previous assessments and plans related to resurfacing the existing Canal Beach Pier for the purpose of including funding to proceed with this project within the 2024 financial plan.

4. **Port Alberni Skate Park [Councillor Patola]**

WHEREAS, the Port Alberni Skate Park was opened approximately 30 years ago; and

WHEREAS, the Port Alberni Skate Park may be the oldest park in BC; and

WHEREAS, the International Olympic Committee (IOC) has recognized the sporting aspects of Skateboard Competition; and

WHEREAS, Port Alberni Council has received representations from a delegation of Skate Park Activists; and

WHEREAS, the youth of Port Alberni benefit from diversity in healthy recreational activities;

THEREFORE, BE IT RESOLVED THAT Council direct staff to include in the Parks, Recreation and Culture master plan, the redevelopment of the Skate Park / multi-use adventure facility including:

- i. Potential locations including the current location, expansion of the current location and alternate locations;*
- ii. The individualized costs of different levels of skate parks and associated features such as pump tracks, jump tracks and any other relevant adventure activity features;*
- iii. Identifying potential sources of grant funding available for the construction of such a facility;*
- iv. Identifying the level of interest of, and potential contribution from, local and superior intergovernmental partnerships;*
- v. Identifying the level of interest of, and potential contribution from, community partners including but not limited to corporate sponsors, service groups and interest groups; and*
- vi. Effects on the ongoing 5 year operating and capital plans.*

5. **McLean Mill National Historic Site [Councillor Patola]**

WHEREAS, the McLean Mill was declared a National Historic Site in 1989; and

WHEREAS, the expected economic benefits of the site have not been successfully attained since the declaration; and

WHEREAS, the Port Alberni City Council has a fiscal and ethical responsibility to ensure that cultural investments are effective in achieving their objectives, whether economic or non-economic;

THEREFORE, BE IT RESOLVED THAT Council direct staff to produce a report for Council, prior to the commencement of the next budget / 5-year financial plan process including:

- i. The yearly income of McLean Mill for the previous 10 years;*
- ii. The yearly expenses of McLean Mill for the previous 10 years;*
- iii. Itemizing the amount of grants received in any manner utilized for McLean Mill since being designated a national historic site and including the initial Federal Grant;*
- iv. The yearly amount of ACRD contributions for the previous 10 years;*
- v. The yearly number of visitors to the site separated into classes of visitors, event participants, wedding guests, corporate events or any other such delineation of this nature;*
- vi. Options for the disposal of the lands with an assessment of the implications of each option, including potential proceeds of sale and obligations for any required repayments; and*
- vii. Any such further information as Administration identifies as relevant to the report.*

M. QUESTION PERIOD

An opportunity for the public to ask questions of Council on decisions or recommendations made during the course of the meeting. A maximum of three [3] questions will be permitted per speaker.

N. ADJOURNMENT

That the meeting adjourn at PM

MINUTES OF THE IN-CAMERA MEETING OF COUNCIL
MONDAY, November 13, 2023 @ 11:00 AM
City Hall Committee Room | 4850 Argyle Street, Port Alberni, BC

PRESENT: Councillor D. Dame
Councillor J. Douglas
Councillor D. Haggard
Councillor C. Mealey [Chair]
Councillor T. Patola
Councillor C. Solda

Regrets: Mayor S. Minions

Staff: M. Fox, Chief Administrative Officer
S. Smith, Director of Development Services | Deputy CAO
A. McGifford, Director of Finance
S. Darling, Deputy Director of Corporate Services

Call to order: @ 11:00 a.m.

MOVED and SECONDED, THAT Council conduct a special Council meeting closed to the public on the basis that one or more matters covered under Section 90 of the Community Charter will be considered, specifically outlined as follows:

Section 90 (1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;

Section 90 (2)(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party;

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

CARRIED

The meeting was adjourned at 3:57 p.m.

CERTIFIED CORRECT

Mayor

Corporate Officer

MINUTES OF THE REGULAR MEETING OF COUNCIL
Monday, November 13, 2023 @ 2:00 PM
In the City Hall Council Chambers & Via Video-Conference
4850 Argyle Street, Port Alberni, BC

Present: Councillor D. Dame
Councillor J. Douglas
Councillor D. Haggard
Councillor C. Mealey [Chair]
Councillor T. Patola
Councillor C. Solda

Absent: Mayor S. Minions

Staff: M. Fox, Chief Administrative Officer
A. McGifford, Director of Finance
S. Darling, Deputy Director of Corporate Services | Recording Secretary
J. Pelech, Manager of Information Services

Gallery: 0

Introductory Remarks from Chair Mealey

Chair Mealey noted that the Special In-Camera meeting was in recess, due to resume following the adjournment of the Regular meeting.

A. CALL TO ORDER & APPROVAL OF THE AGENDA

The meeting was called to order at 2:00 PM.

MOVED AND SECONDED, THAT the agenda be amended to include items under 'New Business' L.3 | Update of Wālyaqit - Tiny Home Village, 5170 Argyle Street [The Port Pub], 3123 3rd Avenue [Rack and Rally Social Hub] and Echo Aquatic Centre. The agenda was then adopted, as amended.

CARRIED

B. ADOPTION OF MINUTES

MOVED AND SECONDED, THAT the Minutes of the Special meeting held at 11:00 am and Regular Council meeting held at 2:00 pm on October 23, 2023 be adopted, as presented.

CARRIED

C. DELEGATIONS

D. UNFINISHED BUSINESS

E. STAFF REPORTS

1. Accounts

MOVED AND SECONDED, THAT the certification of the Director of Finance dated November 13, 2023, be received and the cheques numbered 153797 to 153917 inclusive, in payment of accounts totalling \$2,812,434.84, be approved.

CARRIED | Res. No. 23-315

F. BYLAWS

1. 2023 – 2027 Financial Plan Bylaw No. 5075, 2023 | Amendments

MOVED AND SECONDED, THAT Council amend the “City of Port Alberni 2023-2027 Financial Plan Bylaw No. 5075, 2023” by allocating an additional \$35,000 from the Sewer Infrastructure Reserve Fund to the Sewer Crawler - 2023 Capital Plan.

CARRIED | Res. No. 23-316

MOVED AND SECONDED, THAT Council amend the “City of Port Alberni 2023-2027 Financial Plan Bylaw No. 5075, 2023” by allocating an additional \$550,000 from the Land Sale Reserve Fund in 2023 to complete remaining demolition at the Somass Mill site and secure the buildings required for the development partner as requested.

CARRIED | Res. No. 23-317

MOVED AND SECONDED, THAT the Land Sale Reserve Fund borrow internally from the Water Infrastructure Reserve Fund (as required) until property sales replenish the Land Sale Reserve Fund with any interest forgone during the time of borrowing to be repaid from the Land Sale Reserve Fund.

CARRIED | Res. No. 23-318

MOVED AND SECONDED, THAT Council amend the “City of Port Alberni 2023-2027 Financial Plan Bylaw No. 5075, 2023” by allocating \$140,000 to Echo Park Field Upgrades in the 2023 Capital Plan from funding allocated to Lon Miles and Recreation Park field upgrades.

CARRIED | Res. No. 23-319

G. CORRESPONDENCE FOR ACTION

1. Vancouver Island Regional Library

MOVED AND SECONDED, THAT pursuant to the Library Act, Council appoints Councillor Patola as the City of Port Alberni’s representative to serve on the Vancouver Island Regional Library Board of Trustees for a term ending December 31, 2024.

CARRIED | Res. No. 23-320

MOVED AND SECONDED, THAT pursuant to the Library Act, Council appoints Councillor Haggard as the City of Port Alberni’s alternate representative to serve on the Vancouver Island Regional Library Board of Trustees for a term ending December 31, 2024.

CARRIED | Res. No. 23-321

2. Alberni Clayoquot Métis | Louis Riel Day

MOVED AND SECONDED, THAT Council authorize the Alberni Clayoquot Métis request that City Hall fly the Métis flag on November 16th in recognition of Louis Riel Day through to November 20th.

CARRIED | Res. No. 23-322

H. PROCLAMATIONS

1. Ministry of Children and Family Development

MOVED AND SECONDED, THAT Council proclaim the month of November 2023 as ‘Adoption Awareness Month’ in Port Alberni.

CARRIED | Res. No. 23-323

I. CORRESPONDENCE FOR INFORMATION

The Deputy Director of Corporate Services summarized correspondence to Council as follows:

- a. British Columbia Lottery Corporation | 2022/23 Community Impact Report
- b. City of Surrey | Surrey Police Transition
- c. P. Short | 2023 Revisions to the Police Act
- d. R.F. Kanngiesser | First Nation representatives at Council Meetings
- e. Ministry of Post-Secondary Education and Future Skills | Grants-in-Lieu of Property Taxes
- f. British Columbia Ferry Services | Charting the Course Workshop: November 24th
- g. Ministry of Post-Secondary Education and Future Skills | StrongerBC: Future Ready Action Plan
- h. Nanaimo Regional Hospital District | Request for Support: Key Healthcare Priority Projects

MOVED AND SECONDED, THAT Council for the City of Port Alberni provide a letter of support directed to Health Minister Dix for the Nanaimo Regional Hospital District priority capital projects including the new patient tower and cardiac catheterization lab to be located at the Nanaimo Regional General Hospital.

CARRIED | Res. No. 23-324

- i. PRIMECorp | 2022-23 Annual Report
- j. Ministry of Finance | Major Events Municipal and Regional District Tax Program
- k. Union of BC Municipalities | New Provincial Housing Legislation
<https://news.gov.bc.ca/releases/2023HOUS0063-001737>
- l. Association of Vancouver Island and Coastal Communities (AVICC) | Request for Resolution Submissions
- m. Vancouver Island Regional Library | VIRL Budget 2024 Update
- n. Advisory Planning Commission Minutes | September 21, 2023
- o. Alberni Valley Museum and Heritage Commission | October 4, 2023 Minutes

J. REPORT FROM IN-CAMERA

K. COUNCIL REPORTS

1. Council and Regional District Reports

MOVED AND SECONDED, THAT Council receive reports outlining recent meetings and events related to the City's business.

CARRIED | Res. No. 23-325

MOVED AND SECONDED, THAT Council direct staff to write a letter in support of the proposed Polar Bear Swim at Canal Beach on January 1, 2024 challenging the Alberni-Clayoquot Regional District, Tseshah, and Hupacasath First Nations to participate.

CARRIED | Res. No. 23-326

L. NEW BUSINESS

1. 2024 Truck Loggers Association Convention & BC Economic Development Association Summit

MOVED AND SECONDED, THAT Council authorize Mayor Minions and Councillor Haggard to participate in the 79th annual Truck Loggers Association [TLA] Convention 'Solutions from our Forests', taking place January 17-19, 2024 in Vancouver, BC with authorization to include reimbursement of expenses incurred as per Travel Policy No. 3009-2.

CARRIED | Res. No. 23-327

MOVED AND SECONDED, THAT Council authorize Councillors Haggard, Patola and Solda to participate in the annual BC Economic Development Association [BCEDA] '2024 BC Economic Summit: Transforming Industries, Empowering Communities', taking place May 6- 9, 2024 in Penticton, BC with authorization to include reimbursement of expenses incurred as per Travel Policy No. 3009-2.

CARRIED | Res. No. 23-328

MOVED AND SECONDED, THAT Council authorize the Chief Administrative Officer to participate in the annual BC Economic Development Association [BCEDA] '2024 BC Economic Summit: Transforming Industries, Empowering Communities', taking place May 6- 9, 2024 in Penticton, BC with authorization to include reimbursement of expenses incurred as per Travel Policy No. 3009-2.

CARRIED | Res. No. 23-329

2. BC Transit | Vendor Sales Agreement

MOVED AND SECONDED, THAT the Mayor and the Corporate Officer be authorized to execute the Vendor Sales Agreement between BC Transit and the City of Port Alberni to permit implementation of Umo Fare Technology for a five-year term.

CARRIED | Res. No. 23-330

3. Request for Updates

a. Wālyaqit - Tiny Home Village

The Chief Administrative Officer provided an update noting that 13 of the 19 pods have been occupied to date. The temporary pod housing facility, operated by the Friendship Centre, is a collaborative effort aimed at providing safe and alternative housing to individuals unable to access safe and affordable housing, particularly those currently living in unsafe conditions.

b. The Port Pub | 5170 Argyle Street

The Chief Administrative Officer provided an update on the recent Fire Department response at 5170 Argyle Street related to water damage noting that the suite remains unoccupied further to required assessments deeming it fit for occupancy.

c. **Rack and Rally Social Hub | 3123 3rd Avenue**

The Chief Administrative Officer provided an update related to ongoing façade improvements at 3123 3rd Avenue noting that the Development Services department continues to follow the permit process.

d. **Echo Aquatic Centre | Hours of Operation**

MOVED AND SECONDED, THAT Council direct staff to re-evaluate current Aquatic Centre hours of operation with consideration given to weekend (Sunday) operations to accommodate youth and families.

CARRIED | Res. No. 23-331

MOVED AND SECONDED, THAT Council invite Aquatic Centre senior staff to a future meeting for further discussion surrounding Aquatic Centre operations.

CARRIED | Res. No. 23-332

4. **Notice of Motion | Canal Beach Pier**

THAT Council direct staff to review previous assessments and plans related to resurfacing the existing Canal Beach Pier for the purpose of including funding to proceed with this project within the 2024 financial plan.

M. QUESTION PERIOD

N. ADJOURNMENT

MOVED AND SECONDED, THAT the meeting adjourn at 3:03 pm.

CARRIED

CERTIFIED CORRECT

Mayor

Corporate Officer



CITY OF
PORT ALBERNI

RECEIVED

NOV 21 2023

CITY OF PORT ALBERNI

DELEGATION APPLICATION

CONTACT INFORMATION: (please print)

Full Name: J. Sears

Organization (if applicable): Alberni Valley Community Forest Corp

Street Address: [REDACTED]

Phone: [REDACTED]

Mailing Address: [REDACTED]

Email: [REDACTED]

No. of Additional Participants:

[Name/Contact Information] 3

MEETING DATE REQUESTED: November 27, 2023

PURPOSE OF PRESENTATION: (please be specific)

Provide an overview of your presentation below, or attach a one-page (maximum) outline of your presentation:

Deliver the 2023 dividend check to City Council

Requested Action by Council (if applicable):

None required

Supporting Materials/PowerPoint Presentation: ☒ No ☐ Yes

Note: If yes, must be submitted by 12:00 noon on the Wednesday before the scheduled meeting date.

SIGNATURE(S):

I/We acknowledge that only the above listed matter will be discussed during the delegation and that all communications/comments will be respectful in nature.

Signature: [REDACTED]

Date: Nov. 21, 2023

OFFICE USE ONLY:

Scheduled Meeting Date: NOV 27/23

Date Approved: NOV 21/23

Applicant Advised: NOV 21/23

Approved: (Deputy Director of Corporate Services)

☒ Council

☐ Economic Development

☒ Mayor

☐ Engineering/PW

☐ CAO

☐ Parks, Rec. & Heritage

☐ Finance

☐ Development Services

☒ Corporate Services

☐ Community Safety

☒ Agenda

☐ Other

File #

0550-30

Personal information you provide on this form is collected pursuant to Section 26 of the *Freedom of Information and Protection of Privacy Act* [FOIPPA] and will only be used for the purpose of processing this application.

Your personal information will not be released except in accordance with the *Freedom of Information and Protection of Privacy Act*.

Date: November 20, 2023
File No: 3900-20-5075-01
To: Mayor & Council
From: M. Fox, CAO
Subject: City of Port Alberni 2023-2027 Financial Plan Amendment Bylaw No. 5075-1, 2023

Prepared by: <i>A. McGIFFORD</i>	Supervisor: <i>M. FOX</i>	CAO Concurrence:
<i>Director of Finance</i>	CHIEF ADMINISTRATIVE OFFICER	<i>M. Fox, CAO</i>

RECOMMENDATION

1. THAT the "City of Port Alberni 2023-2027 Financial Plan Amendment Bylaw No. 5075-1, 2023" be now introduced and read a first time.
2. THAT "City of Port Alberni 2023-2027 Financial Plan Amendment Bylaw No. 5075-1, 2023" be read a second time.
3. THAT "City of Port Alberni 2023-2027 Financial Plan Amendment Bylaw No. 5075-1, 2023" be read a third time.

PURPOSE

For Council to consider three readings to the "City of Port Alberni 2023-2027 Financial Plan Amendment Bylaw No. 5075-1, 2023".

BACKGROUND

Section 165(1) of the *Community Charter* provides authority for the City's Five-Year Financial Plan. Section 165(2) allows Council to amend the Financial Plan, by bylaw, at any time in order to provide for changes that occur during the year. The City's practice, which is common among other municipalities, is to review budget to actual amounts for revenues and expenditures and/or capital project changes throughout the year and to amend the City's Five-Year Financial Plan towards the end of the year so the Plan accurately reflects budget projections for operations and capital.

The following amendments noted below have been approved by Council in the form of a resolution made throughout the 2023 calendar year and are included here for Council's reference.

At Council's May 23, 2023 Regular meeting, Council resolved as follows:

THAT Council amend the “City of Port Alberni 2023-2027 Financial Plan Bylaw No. 5075, 2023” Capital Plan, to increase the funding allocation for “Replace 2018 Freightliner Garbage Truck #401” to \$523,940 coming from the Equipment Replacement Reserve Fund.

CARRIED | Res. No. R23-177

THAT Council amend the “City of Port Alberni 2023-2027 Financial Plan Bylaw No. 5075, 2023” by adding the funding allocation for “2023 Water Meter Renewal” to \$300,000 coming from the Water Fund Reserve.

CARRIED | Res. No. R23-178

At Council's June 12, 2023 Regular meeting, Council resolved as follows:

THAT Council amend the “City of Port Alberni 2023-2027 Financial Plan Bylaw No. 5075, 2023”, by allocating \$800,000 towards reconstruction of Burde Street between Anderson Avenue and 16th Avenue with funding from the Canada Community Building Reserve Fund.

CARRIED | Res. No. R23-194

At Council's June 26, 2023 Regular meeting, Council resolved as follows:

THAT Council amend the “City of Port Alberni 2023-2027 Financial Plan Bylaw No. 5075, 2023” by allocating \$55,000 from the Canada Community-Building Fund to repair, resurface and renew sections of the Kitsuksis Dyke Walkway.

CARRIED | Res. No. R23-211

THAT Council allocate the 2022 surplus equally between the R.C.M.P; Parks, Recreation and Heritage; and Aquatic Centre Replacement Reserve Funds.

CARRIED | Res. No. R23-220

At Council's October 23, 2023 Regular meeting, Council released resolutions from the October 10th In-Camera meeting as follows:

Amendment to the “City of Port Alberni 2023-2027 Financial Plan Bylaw No. 5075, 2023” adding \$15,000 to line “021212 - Corporate Services” from line “29911– Contingency Funds” for 2023 to support creating an Accessibility Plan.

Amendment to the “City of Port Alberni 2023-2027 Financial Plan Bylaw No. 5075, 2023” as follows:

- Adding \$13,777 to Line 27510 - Museum Services in 2023; and
- Ongoing funding in the amount of \$136,359 on Line 27510 - Museum Services in 2024 with CPI/Collective agreement increases onward.

At Council's November 10, 2023 Regular meeting, Council resolved as follows:

THAT Council amend the “City of Port Alberni 2023-2027 Financial Plan Bylaw No. 5075, 2023” by allocating an additional \$35,000 from the Sewer Infrastructure Reserve Fund to the Sewer Crawler - 2023 Capital Plan.

CARRIED | Res. No. R23-316

THAT Council amend the “City of Port Alberni 2023-2027 Financial Plan Bylaw No. 5075, 2023” by allocating an additional \$550,000 from the Land Sale Reserve Fund in 2023 to complete remaining demolition at the Somass Mill site and secure the buildings required for the development partner as requested.

CARRIED | Res. No. R23-317

THAT the Land Sale Reserve Fund borrow internally from the Water Infrastructure Reserve Fund (as required) until properties sales replenish the Land Sale Reserve Fund with any interest forgone during the time of borrowing to be repaid from the Land Sale Reserve Fund.

CARRIED | Res. No. R23-318

THAT Council amend the “City of Port Alberni 2023-2027 Financial Plan Bylaw No. 5075, 2023” by allocating \$140,000 to Echo Park Field Upgrades in the 2023 Capital Plan from funding allocated to Lon Miles and Recreation Park field upgrades

CARRIED | Res. No. R23-319

ALTERNATIVES/OPTIONS

1. Council may consider three readings to the “City of Port Alberni 2023-2027 Financial Plan Amendment Bylaw No. 5075-1, 2023”.

ANALYSIS

Throughout the 2023 calendar year Council has considered and provided direction, by way of formal resolutions, to amend its “City of Port Alberni 2023-2027 Financial Plan Bylaw No. 5075, 2023”. Prior to December 31, 2023 Council must formally amend its Five-Year Financial Plan Bylaw to reflect the amendments that have been directed. The bylaw attached to this report reflects the amendments identified in the background portion of this report.

Financial Plan amendments must be made no later than December 31, 2023. Should Council not support the recommendations, alternative amendments would be required and Special Council meetings scheduled prior to December 31, 2023.

IMPLICATIONS

The financial impact of the changes to general operating expenses nets to zero for 2023. There is no tax impact for any of these amendments within the 2023 year.

COMMUNICATIONS

Not applicable.

BYLAWS/PLANS/POLICIES

- “City of Port Alberni 2023-2027 Financial Plan Amendment Bylaw No. 5075, 2023”

SUMMARY

The financial plan amendment is considered for the purpose of consolidating all changes made by Council resolution in 2023 affecting the 2023-2027 Five Year Financial Plan. Amendments to the Financial Plan must be made no later than December 31, 2023.

ATTACHMENTS/REFERENCE MATERIALS

1. Draft “City of Port Alberni 2023-2027 Financial Plan Amendment Bylaw No. 5075-1, 2023”

**CITY OF PORT ALBERNI
BYLAW NO. 5075-1**

**A BYLAW TO AMEND THE CITY OF PORT ALBERNI 2023-2027 FINANCIAL PLAN,
BYLAW No. 5075**

WHEREAS section 165 of the *Community Charter* stipulates that a municipality must have a financial plan that is adopted on an annual basis;

AND WHEREAS section 165 (2) of the *Community Charter* stipulates that for certainty, the financial plan may be amended by bylaw at any time;

NOW THEREFORE the Municipal Council of the City of Port Alberni in open meeting assembled hereby enacts as follows:

1. That "City of Port Alberni 2023 - 2027 Financial Plan Bylaw No. 5075, 2023" is hereby amended by deleting Schedule 'A' in its entirety and substituting Schedule 'A' as attached hereto and forming part of this Bylaw.
2. This Bylaw may be known and cited for all purposes as "City of Port Alberni 2023-2027 Financial Plan Amendment Bylaw No.5075-1, 2023" and shall become effective upon adoption.

READ A FIRST TIME this day of, 2023.

READ A SECOND TIME this day of, 2023.

READ A THIRD TIME this day of, 2023.

FINALLY ADOPTED this day of, 2023.

Mayor

Corporate Officer

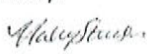
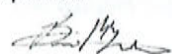
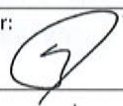
SCHEDULE A TO BYLAW NO. 5075



CITY OF PORT ALBERNI CONSOLIDATED FINANCIAL PLAN 2023-2027

	2023	2024	2025	2026	2027
Revenue					
Taxes					
Property Taxes	27,758,805	29,892,921	32,347,103	34,756,937	36,821,484
Other Taxes	804,028	822,077	840,667	859,816	879,538
Grants in Lieu of Taxes	229,245	229,245	229,245	229,245	229,245
Fees and Charges					
Sales of Service	4,341,991	4,535,835	4,620,129	4,742,742	4,831,717
Sales of Service/Utilities	7,220,988	7,563,559	7,858,375	8,300,580	8,696,772
Service to other Government	50,000	53,045	53,045	54,636	56,275
User Fees/Fines	602,000	613,535	625,299	637,297	649,534
Rentals	186,090	191,673	197,423	203,346	209,446
Interest/Penalties/Miscellaneous	973,100	979,340	985,716	992,231	998,887
Grants/Other Governments	1,190,000	1,195,100	1,200,302	1,205,608	1,211,020
Other Contributions	4,670,867	89,900	89,900	89,900	89,900
	48,027,114	46,166,230	49,047,204	52,072,338	54,673,818
Expenses					
Debt Interest	580,082	580,082	580,082	580,082	580,082
Capital Expenses	18,393,266	9,677,510	5,716,011	5,687,756	5,054,274
Other Municipal Purposes					
General Municipal	5,099,377	5,320,490	5,401,468	5,540,768	5,653,432
Police Services	8,823,414	9,205,661	9,459,677	9,722,586	10,001,032
Fire Services	4,394,298	4,851,944	4,991,248	5,130,532	5,273,873
Other Protective Services	469,126	456,147	467,384	478,930	520,789
Transportation Services	4,930,933	5,644,672	5,825,927	6,009,683	6,208,309
Environmental Health and Development	3,394,219	3,483,010	3,485,303	3,491,569	3,612,604
Parks and Recreation	6,426,140	6,812,709	6,990,396	7,156,467	7,339,762
Cultural	1,611,876	1,654,051	1,674,031	1,705,147	1,737,610
Water	1,937,328	1,989,928	2,044,037	2,099,666	2,156,870
Sewer	1,673,974	1,713,007	1,753,333	1,794,372	1,841,024
Contingency	71,223	300,000	300,000	300,000	300,000
	57,805,256	51,689,211	48,688,897	49,697,558	50,279,661
Revenue Over (Under) Expenses Before Other	(9,778,142)	(5,522,981)	358,307	2,374,780	4,394,157
Other					
Debt Proceeds	-	-	-	-	-
Debt Principal	(371,426)	(572,870)	(572,870)	(572,870)	(572,870)
Transfer from Equipment Replacement Reserve	4,098,419	2,250,404	919,521	1,206,674	520,192
Transfer from Land Sale Reserve	1,200,000	-	-	-	-
Transfer from Cemetery Trust	2,000	2,000	2,000	2,000	2,000
Transfer from (to) Reserves	4,849,149	3,843,447	(706,958)	(3,010,584)	(4,343,479)
	9,778,142	5,522,981	(358,307)	(2,374,780)	(4,394,157)
Balanced Budget	-	-	-	-	-

Date: November 20, 2023
File No: 3360-20-2780 Burde
To: Mayor and Council
From: M. Fox, CAO
Subject: **DEVELOPMENT APPLICATION – OCP and Zoning Bylaw Amendments at 2780 Burde Street, Port Alberni**
LOT B (SEE PLAN EP71136), BLOCK 27, DISTRICT LOT 139, ALBERNI DISTRICT, PLAN 1562 (PID: 024-836-117)
Applicant: B. Elliott

Prepared by:  H. Stevenson Planner I	Supervisor:  B. McLoughlin Manager of Planning	Director:  S. Smith, Dir. of Development Services Deputy CAO	CAO Concurrence:  M. Fox, CAO
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RECOMMENDATION

1. THAT "Official Community Plan Amendment (2780 Burde Street) Bylaw No. 5084" be read a third time.
2. THAT "Zoning Amendment (2780 Burde Street) Bylaw No. 5085" be read a third time.
3. THAT prior to adoption of Bylaws No. 5084 and No. 5085, a covenant be registered on title requiring the property [2780 Burde Street] be connected to municipal sanitary sewer upon future extension of the service.

PURPOSE

The City has received an application to amend the Official Community Plan (OCP) and Zoning Bylaw at 2780 Burde Street. The amending bylaws (No. 5084 and 5085) would change the property's OCP land use designation to *Residential (RES)*, and the zoning to *RR2 Semi Rural Residential*. This would enable construction of a single-detached dwelling.

BACKGROUND

The historically created lot at 2780 Burde Street (subject property) is significantly smaller than the intended size of properties zoned *FD Future Development*. As a result, the zone's *Site Development Regulations* limit the size of buildings that can be constructed on the property. The applicant is requesting to change the property's land use and zoning to enable more flexibility in constructing a single-detached dwelling on the residentially-sized lot.

Subject Property and Site Context

The subject property is a 1,534 m² vacant lot with frontage onto Burde Street, located approximately 550 metres east of the Uplands residential neighbourhood. A road right of way for Bulwer Avenue used to access a neighbouring property abuts the subject property's western lot line. The subject property is designated *Future Residential (FUR)* in the OCP and is classified *FD Future Development* in Zoning Bylaw No. 5074, 2023.

Location	East end of Burde Street, approximately 550 metres east of Uplands residential neighbourhood. Area named “Arrowsmith Heights” in the OCP.
Total Area	1,534 m ² (0.38 acres)
Current Land Use (OCP)	Future Residential (FUR)
Proposed Land Use (OCP)	Residential (RES)
Current Zoning	Future Development (FD)
Proposed Zoning	Semi-Rural Residential (RR2)
Relevant Guidelines	• OCP Section C Plan Goals & Land Use Designations – Table 3 • OCP Section D Plan Policies – 4.0 Residential • OCP Section D Plan Policies – 4.2 Residential (RES) • OCP Section D Plan Policies – 9.2 Sanitary Sewer • Zoning Bylaw section 5.10 – RR2 Semi Rural Residential zone • Sewage System Regulation / BC Public Health Act

Figure 1 – Subject Property Map



ALTERNATIVES/OPTIONS

1. That "Official Community Plan Amendment (2780 Burde Street) Bylaw No. 5084" be read a third time.
That "Zoning Amendment (2780 Burde Street) Bylaw No. 5085" be read a third time.
THAT prior to adoption of Bylaws No. 5084 and No. 5085, a covenant be registered on title requiring the property [2780 Burde Street] be connected to municipal sanitary sewer upon future extension of the service.
2. Council may decline to give third reading.
3. Council may direct staff to provide additional information.

ANALYSIS

OCP Policy and Land Use Designation

The proposed *Residential (RES)* land use aligns with surrounding low-density residential neighbourhood and the definition of *Future Residential (FUR)* in Section 4.0 Residential in the OCP. Staff recommend that a "neighborhood plan" not be required as a condition of re-designating the property from *Future Residential (FUR)*. Staff do not consider the *RR2 Semi-Rural Residential* zone to an "urban density" requiring construction of a sewer main as a precondition of development.

Zoning Bylaw No. 5074, 2023

The proposed *RR2 Semi-Rural Residential* zone aligns with existing low-density residential neighbourhood. Proposed zoning permits a higher *Maximum Lot Coverage* (33%) that is more consistent with residential-sized properties such as 2780 Burde Street.

Infrastructure and Servicing

This neighbourhood is not serviced by municipal sanitary sewer meaning the subject property would be serviced by an on-site sanitary system. These are regulated by the Province of BC under the *Sewerage System Regulation*, and must be designed by an authorized wastewater practitioner. Staff recommend a covenant be placed on property title as a condition of development. The covenant would require the property be connected to municipal sanitary sewer upon future construction of the service extension.

IMPLICATIONS

Supporting this application at 2780 Burde Street would enable construction of a single-detached dwelling. This use is already permitted under the property's existing zoning, however the *RR2 Site Development Regulations* are more flexible. Staff recommend a covenant be placed on land title requiring the property be connected to municipal sanitary sewer if/when service is extended to the Arrowsmith Heights neighbourhood.

COMMUNICATIONS

At the Regular Council Meeting on October 23, 2023, Council gave 1st and 2nd readings to OCP Amendment Bylaw 5084 and Zoning Amendment Bylaw 5085 and advanced the bylaws to a public hearing. A public hearing was held on November 13, 2023.

Prior to the Public Hearing, staff completed all required statutory notifications including mailing letters to all owners and occupants of properties within 100 metres of the subject property as specified in *Development Application Notice Bylaw No. 5076*. Notices were also placed in the newspaper as required by sections 465 and

466 of the *Local Government Act* (LGA). A total of 24 letters were mailed. No correspondence was received and no members of the public attended the public hearing. The Public Hearing minutes are attached to this report for reference.

BYLAWS/PLANS/POLICIES

1. Official Community Plan

The application proposes to change the land use designation from *Future Residential (FUR)* to *Residential (RES)*. The proposed land use aligns with the Residential designation and OCP policy in *Section D: Plan Policies – 4.2 Residential (RES): Permits one and two family residential*.

2. Zoning Bylaw No. 5074, 2023:

The application proposes to amend the Zoning Bylaw map to change the classification from *FD Future Development* to *RR2 Semi-Rural Residential*. This aligns with purpose of the *RR2* zone in Zoning Bylaw *Section 5.10: The purpose of this zone is to provide for low density development of a semi-rural character*.

SUMMARY

Staff support Official Community Plan Amendment Bylaw No. 5084 and Zoning Bylaw Amendment No. 5085 to change the land use designation to *Residential (RES)*, and the zoning classification to *RR2 Semi-Rural Residential* at 2780 Burde Street to enable development of one single-detached dwelling. Staff recommend that prior to final adoption, a covenant be registered on title requiring the property be connected to municipal sanitary sewer upon future extension of the service.

ATTACHMENTS/REFERENCE MATERIALS

- “OCP Amendment (2780 Burde Street) Bylaw No. 5084”
- “Zoning Amendment (2780 Burde Street) Bylaw No. 5085”
- Public Hearing Minutes | November 13, 2023

C: D. Monteith, Director of Corporate Services
R. Gaudreault, Building/Plumbing Inspector
J. MacDonald, Director of Infrastructure Services

CITY OF PORT ALBERNI

BYLAW NO. 5084

A BYLAW TO AMEND THE OFFICIAL COMMUNITY PLAN
FOR THE CITY OF PORT ALBERNI

The Municipal Council of the City of Port Alberni in Open Meeting Assembled Enacts as follows:

1. Title

This Bylaw may be known and cited for all purposes as **"Official Community Plan Amendment (2780 Burde Street) Bylaw No. 5084"**.

2. Official Community Plan Amendments

Respecting *Lot B, Block 27, District Lot 1, Alberni District, Plan VIP1562 See EP71136 (PID: 024-836-117)* located at **2780 Burde Street** and shown outlined in bold on Schedule "A" attached hereto and forming part of this bylaw, the following amendments apply:

- 2.1 **Schedule A (Land Use Map)** that forms an integral part of Official Community Plan Bylaw, No. 4602 is hereby amended to change the designation on the property from 'Future Residential' use to **'Residential'** use.

READ A FIRST TIME this 23rd day of October, 2023.

READ A SECOND TIME this 23rd day of October, 2023.

A PUBLIC HEARING WAS HELD this 13th day of November, 2023.

READ A THIRD TIME this day of , 2023.

FINALLY ADOPTED this day of , 2023.

Mayor

Corporate Officer

COPI



CITY OF PORT ALBERNI

BYLAW NO. 5085

A BYLAW TO AMEND PORT ALBERNI ZONING BYLAW NO. 5074, 2023

The Municipal Council of the City of Port Alberni in Open Meeting Assembled Enacts as follows:

1. Title

This Bylaw may be known and cited for all purposes as "**Zoning Amendment (2780 Burde Street) Bylaw No. 5085**".

2. Zoning Amendment

The property legally described as *Lot B, Block 27, District Lot 1, Alberni District, Plan VIP1562 See EP71136 (PID: 024-836-117)*, and located at **2780 Burde Street**, as shown outlined in heavy black line on Schedule "A" attached hereto and forming part of this bylaw, is hereby rezoned from, 'Future Development' to '**RR2 Semi Rural Residential**' zone.

3. Map Amendments

Schedule "A" (Zoning District Map) which forms an integral part of Port Alberni Zoning Bylaw, Bylaw No. 5074 is hereby amended to denote the zoning outlined in Section 2 above.

READ A FIRST TIME this 23rd day of October, 2023.

READ A SECOND TIME this 23rd day of October, 2023.

A PUBLIC HEARING WAS HELD this 13th day of November, 2023.

READ A THIRD TIME this day of , 2023.

FINALLY ADOPTED this day of , 2023.

Mayor

Corporate Officer

3



PUBLIC HEARING REPORT
Monday, November 13, 2023 @ 6:00 PM
In the City Hall Council Chambers | 4850 Argyle Street, Port Alberni, BC

PRESENT: Councillor D. Dame
Councillor J. Douglas
Councillor D. Haggard
Councillor C. Mealey [Chair]
Councillor T. Patola
Councillor C. Solda

Absent: Mayor S. Minions

Staff: M. Fox, Chief Administrative Officer
B. McLoughlin, Manager of Planning
H. Stevenson, Development Services Planner
S. Darling, Deputy Director of Corporate Services

Gallery: 3

CALL TO ORDER & APPROVAL OF THE AGENDA

The meeting was called to order at 6:00 pm.

MOVED AND SECONDED, THAT the agenda be approved as circulated.

CARRIED

Chair Mealey noted that the Public Hearing is held pursuant to section 464, 465 and 466 of the *Local Government Act*. Chair Mealey then invited the Deputy Director of Corporate Services to provide a summary of the application.

A1. 2780 Burde Street – Description of the Application:

The Deputy Director of Corporate Services provided a summary of the application as follows:

The applicant [B. Elliott] has applied to change the land use designation and zoning of the property located at 2780 Burde Street to enable construction of a single-detached dwelling.

The proposed bylaws are:

- i. "Official Community Plan Amendment (2780 Burde Street), Bylaw No. 5084".

If amended, this bylaw changes the land use designation of 2780 Burde Street from 'Future Residential' to 'Residential'.

- ii. "Zoning Amendment (2780 Burde Street), Bylaw No. 5085".

If amended, this bylaw changes the classification of 2780 Burde Street from 'FD Future Development' to 'RR2 – Rural Residential' on the Zoning Bylaw map.

- A2. **Background Information from the Development Services Department:**
The Development Services Planner provided background information regarding the proposed amendments by way of summarizing the report of November 7, 2023.
- A3. **Correspondence:** None
- A4. **Late Correspondence Regarding the Matter:** None
- A5. **Questions/Comments from Council:** None
- A6. **Questions/Comments from Public:** None
- A7. **Closing Remarks from the Chair:**
Chair Mealey read the closing remarks noting that once the Public Hearing has closed, members of Council may not, as a group or as individuals, receive any further oral or written presentations on this matter, including what might be perceived as informal discussions immediately after the termination of this meeting.

Before closing the Public Hearing, Chair Mealey called three times for any further speakers on any of the matters contained in the proposed bylaws.

For the first time, at 6:07 pm, Chair Mealey called for input from the public.

At 6:07 pm, Chair Mealey called for a second time for input from the public.

At 6:08 pm, Chair Mealey called for the third and final time for input from the public.

There being no further speakers, Chair Mealey declared this portion [Part A – 2780 Burde Street] of the Public Hearing closed at 6:08 pm.

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- B1. **3690 Loewen Road and 2791 Burde Street – Description of the Application**
The Deputy Director of Corporate Services provided a summary of the application as follows:
- The applicant [Prism Land Surveying Ltd.] has applied to change the land use designation and zoning of the properties located at 3690 Loewen Road and a portion of 2791 Burde Street to enable a lot boundary adjustment.
- The proposed bylaws are:
- i. "Official Community Plan Amendment (3690 Loewen Road and 2791 Burde Street) Bylaw No. 5092".
- If amended, this bylaw changes the land use designation of 3690 Loewen Road and 2791 Burde Street from 'Future Residential' to 'Residential'.

- ii. "Zoning Amendment (3690 Loewen Road and 2791 Burde Street) Bylaw No. 5093".

If amended, this bylaw changes the classification of 3690 Loewen Road and a portion of 2791 Burde Street from 'FD Future Development' to 'RR2 – Rural Residential'.

B2. Background Information from the Development Services Department:

The Development Services Planner provided background information regarding the proposed amendments by way of summarizing the report of November 7, 2023.

B3. Correspondence: None

B4. Late Correspondence Regarding the Matter: None

B5. Questions/Comments from Council: None

B6. Questions/Comments from Public: None

B7. Closing Remarks from the Chair:

Chair Mealey read the closing remarks noting that once the Public Hearing has closed, members of Council may not, as a group or as individuals, receive any further oral or written presentations on this matter, including what might be perceived as informal discussions immediately after the termination of this meeting.

Before closing the Public Hearing, Chair Mealey called three times for any further speakers on any of the matters contained in the proposed bylaws.

For the first time, at 6:13 pm, Chair Mealey called for input from the public.

The applicant was in attendance and provided a brief history of the property to provide context for the application.

At 6:18 pm, Chair Mealey called for a second time for input from the public.

At 6:19, Chair Mealey called for the third and final time for input from the public.

There being no further speakers, Chair Mealey declared this portion [Part B – 3690 Loewen Road and 2791 Burde Street] of the Public Hearing closed at 6:19 pm.

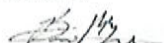
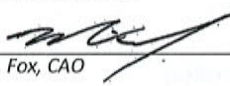
Termination of the Public Hearing:

MOVED AND SECONDED, THAT this Public Hearing terminate at 6:19 pm.

CARRIED

Sara Darling
Deputy Director of Corporate Services

Date: November 20, 2023
File No: 3360-20-3690 Loewen_2791 Burde
To: Mayor and Council
From: M. Fox, CAO
Subject: **DEVELOPMENT APPLICATION – OCP and Zoning Bylaw Amendments at 3690 Loewen Road and 2791 Burde Street, Port Alberni**
LOT 1, DISTRICT LOT 139, ALBERNI DISTRICT, PLAN 19284 (PID: 000-962-805)
LOT 21, DISTRICT LOT 139, ALBERNI DISTRICT, PLAN 1401A, EXCEPT THAT PART INCLUDED WITHIN PARCEL A(DD 82302N) AND EXCEPT THOSE PARTS IN PLANS 13102 AND 19284
Applicant: Prism Land Surveying Ltd.

Prepared by:  H. Stevenson Planner I	Supervisor:  B. McLoughlin Manager of Planning	Director:  S. Smith, Dir. of Development Services Deputy CAO	CAO Concurrence:  M. Fox, CAO
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RECOMMENDATION

1. THAT "Official Community Plan Amendment (3690 Loewen Road and 2791 Burde Street) Bylaw No. 5092" be read a third time.
2. THAT "Zoning Amendment (3690 Loewen Road and 2791 Burde Street) Bylaw No. 5093" be read a third time.
3. THAT "Official Community Plan Amendment (3690 Loewen Road and 2791 Burde Street) Bylaw No. 5092" be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5092.
4. THAT "Zoning Amendment (3690 Loewen Road and 2791 Burde Street) Bylaw No. 5093" be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5093.

PURPOSE

The City has received an application to amend the Official Community Plan (OCP) and Zoning Bylaw at 3690 Loewen Road and a portion of 2791 Burde Street. The amending bylaws (No. 5092 and 5093) would change the properties' OCP land use designation to *Residential (RES)* and the zoning to *RR2 Semi-Rural Residential* to enable a lot boundary adjustment.

BACKGROUND

The property owner(s) of 3690 Loewen Road wish to purchase a small portion of 2791 Burde Street to consolidate it with the rear of their property. The intent is for the consolidated property to serve as a buffer for their residence located immediately to the north. This process requires a lot boundary adjustment.

Although 3690 Loewen Road would gain land, it still wouldn't meet the required *Minimum Lot Area* of its current *RR1 Rural Residential* zoning. Therefore, the entirety of 3690 Loewen Road and the portion of 2791 Burde Street

to be consolidated both require rezoning to ensure that the resulting lot is in conformance with the Zoning Bylaw. An OCP map amendment is required to align the land use designation with the residential zoning. No development is currently proposed for 3690 Loewen Road post-lot boundary adjustment.

Subject Property and Site Context

The subject properties are located approximately 175 metres north of the Loewen Road and Burde Street intersection. 3690 Loewen Road is a small vacant lot, while 2791 Burde Street is a large lot occupied by one single-detached dwelling. The portion of land at 2791 Burde Street with proposed amendments is approximately 1427 m² and is located in the property's north-west corner. The surrounding area is a mix of large rural lots and historically created smaller lots with single detached homes. Zoning is a mix of future development, rural, semi rural, and residential properties.

Location	Approximately 175 m north of the Loewen Road and Burde Street intersection on the west side of the street. Neighborhood named "Arrowsmith Heights" in OCP.
Total Area(s)	• 3690 Loewen Road: Approx. 1394 m² (0.34 acres) • Portion of 2791 Burde Street: Approx. 1427 m² (0.35 acres) • Combined Total: Approx. 2821 m² (0.70 acres)
Current Land Use (OCP)	Future Residential (FUR)
Proposed Land Use (OCP)	Residential (RES)
Current Zoning	RR1 Rural Residential
Proposed Zoning	RR2 Semi-Rural Residential
Relevant Guidelines	• <i>OCP Section C Plan Goals & Land Use Designations – Table 3</i> • <i>OCP Section D Plan Policies – 4.2 Residential (RES)</i> • <i>OCP Section D Plan Policies – 9.2 Sanitary Sewer</i> • <i>Zoning Bylaw section 5.9 – RR1 Rural Residential Zone</i> • <i>Zoning Bylaw section 5.10 – RR2 Semi Rural Residential Zone</i>

Figure 1 shows the location of both subject properties (3690 Loewen Road shaded orange and 2791 Burde Street shaded blue) and illustrates their approximate dimensions "before" and "after" the proposed lot boundary adjustment. The total area of land with proposed OCP and zoning bylaw amendments is shaded orange in the "after" image.



ALTERNATIVES/OPTIONS

1. That "Official Community Plan Amendment (3690 Loewen Road and 2791 Burde Street) Bylaw No. 5092" be read a third time.

That "Zoning Amendment (3690 Loewen Road and 2791 Burde Street) Bylaw No. 5093" be read a third time.

That "Official Community Plan Amendment (3690 Loewen Road and 2791 Burde Street) Bylaw No. 5092" be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5092.

That "Zoning Amendment (3690 Loewen Road and 2791 Burde Street) Bylaw No. 5093" be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5093.

2. Council may decline to give third reading.
3. Council may direct staff to provide additional information.

ANALYSIS

OCP Policy and Land Use Designation

The proposed *Residential (RES)* land use aligns with surrounding low-density residential neighbourhood and the definition of *Future Residential (FUR)* in Section 4.0 Residential in the OCP. Staff recommend that a "neighborhood plan" not be required as a condition of re-designating the property from *Future Residential (FUR)*. Staff do not consider the *RR2 Semi-Rural Residential* zone to an "urban density" requiring construction of a sewer main as a precondition of development.

Zoning Bylaw No. 5074, 2023

The proposed *RR2 Semi-Rural Residential* zone aligns with existing low-density residential neighbourhood and the proposed dimensions of 3690 Loewen Road meet the requirements of this zone.

Infrastructure and Servicing

This neighbourhood is not serviced by municipal sanitary sewer meaning the subject property would be serviced by an on-site sanitary system. These are regulated by the Province of BC under the *Sewerage System Regulation*, and must be designed by an authorized wastewater practitioner. Staff recommend that at the time of subdivision, a covenant be placed on title at 3690 Loewen Road as a condition of development. The covenant would require the property be connected to municipal sanitary sewer service upon future construction of the sewer trunk extension.

IMPLICATIONS

Supporting this application at 3690 Loewen Road and 2791 Burde Street would enable a lot boundary adjustment. No new lots would be created.

COMMUNICATIONS

At the Regular Council meeting on October 23, 2023, Council gave 1st and 2nd readings to OCP Amendment Bylaw 5092 and Zoning Amendment Bylaw 5093 and advanced the bylaws to a public hearing. A public hearing was held on November 13, 2023.

Prior to the Public Hearing, staff completed all required statutory notifications including mailing letters to all owners and occupants of properties within 100 metres of the subject property as specified in *Development Application Notice Bylaw No. 5076*. Notices were also placed in the newspaper as required by sections 465 and 466 of the *Local Government Act* (LGA). A total of 25 letters were mailed. No correspondence was received and no members of the public attended the public hearing. The Public Hearing minutes are attached to this report for reference.

BYLAWS/PLANS/POLICIES

1. Official Community

The application proposes to change the land use designation from *Future Residential (FUR)* to *Residential (RES)*. This land use aligns with the designation and OCP policy in *Section D: Plan Policies – 4.2 Residential (RES): Permits one and two family residential*.

2. Zoning Bylaw 5074, 2023:

The application proposes to amend the Zoning Bylaw map to change the classification from *RR1 Rural Residential* to *RR2 Semi-Rural Residential*. This aligns with the purpose of the *RR2* zone in Zoning Bylaw section 5.10: *The purpose of this zone is to provide for low density development of a semi-rural character*.

SUMMARY

Staff support Official Community Plan Amendment Bylaw No. 5092 and Zoning Bylaw Amendment No. 5093 to change the land use designation to *Residential (RES)*, and the zoning classification to *RR2 Semi-Rural Residential* at 3690 Loewen Road and a portion of 2791 Burde Street to enable a lot line adjustment.

ATTACHMENTS/REFERENCE MATERIALS

- *OCP Amendment (3690 Loewen Road & 2791 Burde Street) Bylaw No. 5092*
- *Zoning Amendment (3690 Loewen Road & 2791 Burde Street) Bylaw No. 5093*
- *Public Hearing Minutes | November 13, 2023*

C: *D. Monteith, Director of Corporate Services*
J. MacDonald, Director of Infrastructure Services
R. Gaudreault, Building/Plumbing Inspector

CITY OF PORT ALBERNI

BYLAW NO. 5092

A BYLAW TO AMEND THE OFFICIAL COMMUNITY PLAN
FOR THE CITY OF PORT ALBERNI

The Municipal Council of the City of Port Alberni in Open Meeting Assembled Enacts as follows:

1. Title

This Bylaw may be known and cited for all purposes as "**Official Community Plan Amendment (3690 Loewen Road and 2791 Burde Street) Bylaw No. 5092**".

2. Official Community Plan Amendments

Respecting *Lot 1, District Lot 139, Alberni District, Plan VIP19284 PID: 000-962-805, and located at **3690 Loewen Road**; and a portion of the property legally described as Lot 21, District Lot 139, Alberni District, Plan VIP1401A Except Plan 13102 Exc PCL A (DD82302N) & Exc PL 19284 PID: 005-712-343 and located at **2791 Burde Street**, and shown outlined in bold on Schedule "A" attached hereto and forming part of this bylaw, the following amendments apply:*

- 2.1 **Schedule A (Land Use Map)** that forms an integral part of Official Community Plan Bylaw, No. 4602 is hereby amended to change the designation on the properties from 'Future Residential' use to '**Residential**' use.

READ A FIRST TIME this 23rd day of October, 2023.

READ A SECOND TIME this 23rd day of October, 2023

A PUBLIC HEARING WAS HELD this 13th day of November, 2023.

READ A THIRD TIME this day of , 2023.

FINALLY ADOPTED this day of , 2023.

Mayor

Corporate Officer

COPI



CITY OF PORT ALBERNI

BYLAW NO. 5093

A BYLAW TO AMEND PORT ALBERNI ZONING BYLAW NO. 5074, 2023

The Municipal Council of the City of Port Alberni in Open Meeting Assembled Enacts as follows:

1. Title

This Bylaw may be known and cited for all purposes as **"Zoning Amendment (3690 Loewen Road and 2791 Burde Street) Bylaw No. 5093"**.

2. Zoning Amendment

The property legally described as *Lot 1, District Lot 139, Alberni District, Plan VIP19284 PID: 000-962-805*, and located at **3690 Loewen Road**; and a portion of the property legally described as *Lot 21, District Lot 139, Alberni District, Plan VIP1401A Except Plan 13102 Exc PCL A (DD82302N) & Exc PL 19284 PID: 005-712-343* and located at **2791 Burde Street**, shown shaded in gray on Schedule "A" attached hereto and forming part of this bylaw, is hereby rezoned from 'RR1 Rural Residential' to **'RR2 Semi Rural Residential'** zone.

3. Map Amendments

Schedule "A" (Zoning District Map) which forms an integral part of Port Alberni Zoning Bylaw, Bylaw No. 5074 is hereby amended to denote the zoning outlined in Section 2 above.

READ A FIRST TIME this 23rd day of October, 2023.

READ A SECOND TIME this 23rd day of October, 2023

A PUBLIC HEARING WAS HELD this 13th day of November, 2023.

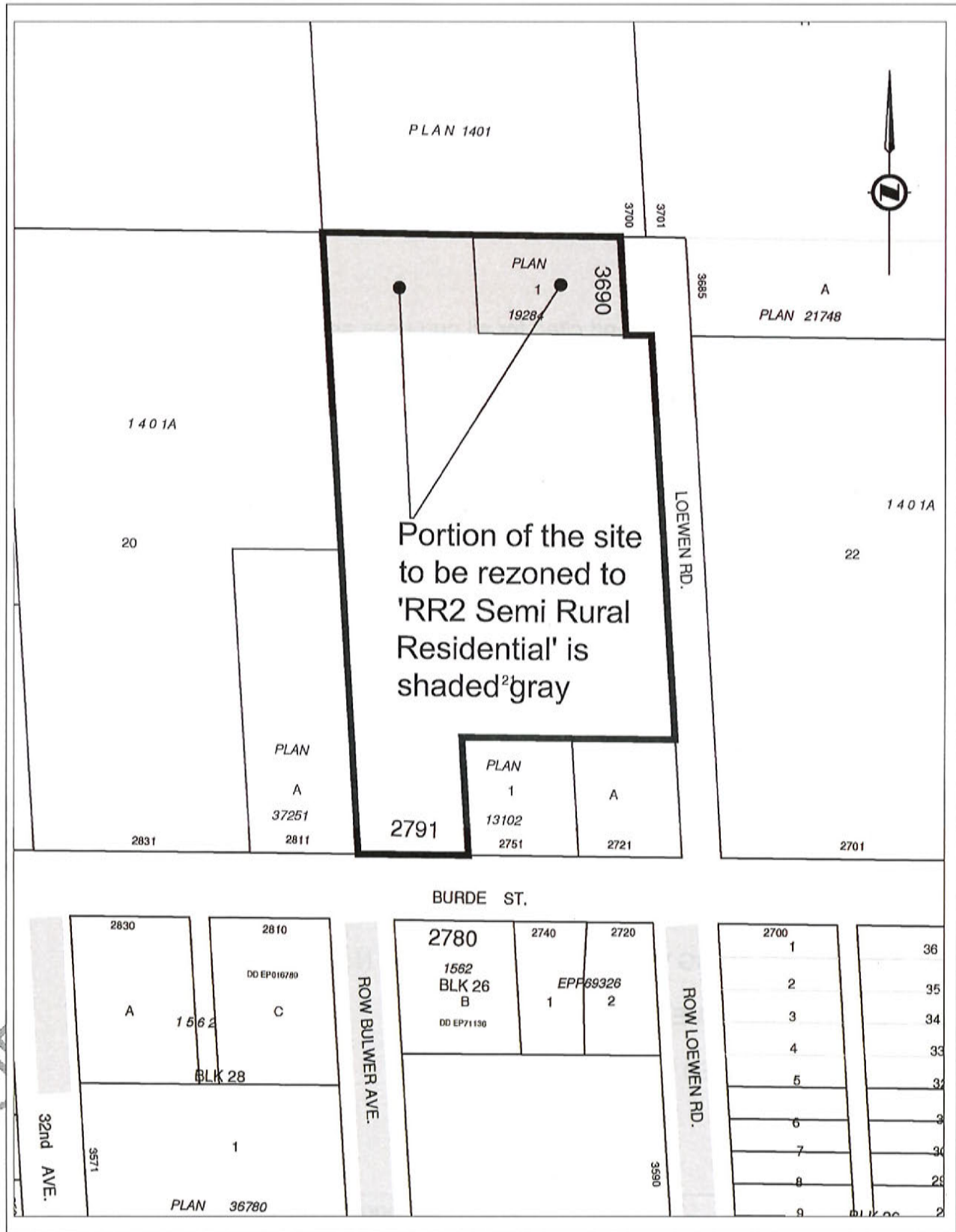
READ A THIRD TIME this day of , 2023.

FINALLY ADOPTED this day of , 2023.

Mayor

Corporate Officer

Schedule "A" to Bylaw No. 5093



PUBLIC HEARING REPORT
Monday, November 13, 2023 @ 6:00 PM
In the City Hall Council Chambers | 4850 Argyle Street, Port Alberni, BC

PRESENT: Councillor D. Dame
Councillor J. Douglas
Councillor D. Haggard
Councillor C. Mealey [Chair]
Councillor T. Patola
Councillor C. Solda

Absent: Mayor S. Minions

Staff: M. Fox, Chief Administrative Officer
B. McLoughlin, Manager of Planning
H. Stevenson, Development Services Planner
S. Darling, Deputy Director of Corporate Services

Gallery: 3

CALL TO ORDER & APPROVAL OF THE AGENDA

The meeting was called to order at 6:00 pm.

MOVED AND SECONDED, THAT the agenda be approved as circulated.

CARRIED

Chair Mealey noted that the Public Hearing is held pursuant to section 464, 465 and 466 of the *Local Government Act*. Chair Mealey then invited the Deputy Director of Corporate Services to provide a summary of the application.

A1. 2780 Burde Street – Description of the Application:

The Deputy Director of Corporate Services provided a summary of the application as follows:

The applicant [B. Elliott] has applied to change the land use designation and zoning of the property located at 2780 Burde Street to enable construction of a single-detached dwelling.

The proposed bylaws are:

- i. "Official Community Plan Amendment (2780 Burde Street), Bylaw No. 5084".
If amended, this bylaw changes the land use designation of 2780 Burde Street from 'Future Residential' to 'Residential'.
- ii. "Zoning Amendment (2780 Burde Street), Bylaw No. 5085".

If amended, this bylaw changes the classification of 2780 Burde Street from 'FD Future Development' to 'RR2 – Rural Residential' on the Zoning Bylaw map.

A2. Background Information from the Development Services Department:

The Development Services Planner provided background information regarding the proposed amendments by way of summarizing the report of November 7, 2023.

A3. Correspondence: None

A4. Late Correspondence Regarding the Matter: None

A5. Questions/Comments from Council: None

A6. Questions/Comments from Public: None

A7. Closing Remarks from the Chair:

Chair Mealey read the closing remarks noting that once the Public Hearing has closed, members of Council may not, as a group or as individuals, receive any further oral or written presentations on this matter, including what might be perceived as informal discussions immediately after the termination of this meeting.

Before closing the Public Hearing, Chair Mealey called three times for any further speakers on any of the matters contained in the proposed bylaws.

For the first time, at 6:07 pm, Chair Mealey called for input from the public.

At 6:07 pm, Chair Mealey called for a second time for input from the public.

At 6:08 pm, Chair Mealey called for the third and final time for input from the public.

There being no further speakers, Chair Mealey declared this portion [Part A – 2780 Burde Street] of the Public Hearing closed at 6:08 pm.

B1. 3690 Loewen Road and 2791 Burde Street – Description of the Application

The Deputy Director of Corporate Services provided a summary of the application as follows:

The applicant [Prism Land Surveying Ltd.] has applied to change the land use designation and zoning of the properties located at 3690 Loewen Road and a portion of 2791 Burde Street to enable a lot boundary adjustment.

The proposed bylaws are:

- i. "Official Community Plan Amendment (3690 Loewen Road and 2791 Burde Street) Bylaw No. 5092".

If amended, this bylaw changes the land use designation of 3690 Loewen Road and 2791 Burde Street from 'Future Residential' to 'Residential'.

- ii. "Zoning Amendment (3690 Loewen Road and 2791 Burde Street) Bylaw No. 5093".

If amended, this bylaw changes the classification of 3690 Loewen Road and a portion of 2791 Burde Street from 'FD Future Development' to 'RR2 – Rural Residential'.

B2. Background Information from the Development Services Department:

The Development Services Planner provided background information regarding the proposed amendments by way of summarizing the report of November 7, 2023.

B3. Correspondence: None

B4. Late Correspondence Regarding the Matter: None

B5. Questions/Comments from Council: None

B6. Questions/Comments from Public: None

B7. Closing Remarks from the Chair:

Chair Mealey read the closing remarks noting that once the Public Hearing has closed, members of Council may not, as a group or as individuals, receive any further oral or written presentations on this matter, including what might be perceived as informal discussions immediately after the termination of this meeting.

Before closing the Public Hearing, Chair Mealey called three times for any further speakers on any of the matters contained in the proposed bylaws.

For the first time, at 6:13 pm, Chair Mealey called for input from the public.

The applicant was in attendance and provided a brief history of the property to provide context for the application.

At 6:18 pm, Chair Mealey called for a second time for input from the public.

At 6:19, Chair Mealey called for the third and final time for input from the public.

There being no further speakers, Chair Mealey declared this portion [Part B – 3690 Loewen Road and 2791 Burde Street] of the Public Hearing closed at 6:19 pm.

Termination of the Public Hearing:

MOVED AND SECONDED, THAT this Public Hearing terminate at 6:19 pm.

CARRIED

Sara Darling
Deputy Director of Corporate Services

NOV 13 2023

CITY OF PORT ALBERNI



Western Vancouver Island Industrial Heritage Society



TO: Mayor Sharie Minions and Council
 FROM: Richard Spencer, APR Manager
 COPIES TO: Willa Thorpe, Director of Parks, Recreation and Culture
 Mike Fox, Chief Administrative Officer
 Ron Corbeil, WVIHS President
 DATE: November 10th, 2023

☒ Council
☒ Mayor
☒ CAO
☒ Finance
☒ Corporate Services
☒ Agenda
☐ Economic Development
☐ Engineering/PW
☒ Parks, Rec. & Heritage
☐ Development Services
☐ Community Safety
☐ Other _____
 File # 0230-20-WVIHS **RCM Nov 27/23**

SUBJECT: Alberni Pacific Railway Request for Support

Dear Mayor Sharie Minions and Council,

I am writing to you to request a letter of support for the Western Vancouver Island Industrial Heritage Society to continue our efforts restoring, maintaining, displaying, and operating vintage railroad equipment at the Alberni Pacific Railway Roundhouse and on City owned rail right of way.

Background:

The WVIHS has been working hard to develop a plan for the future of the Alberni Pacific Railway. We have almost completed the rebuild of the No. 7 Steam Locomotive with the help of a great crew of volunteers and volunteer boilermakers. The WVIHS wishes to continue our efforts in these areas, however, we have run into a few roadblocks in the past year. The main roadblock being Technical Safety BC. TSBC has been very supportive of the Alberni Pacific Railway in the past and has helped out in multiple situations where we needed input or assistance in rail regulatory matters. This past year, our communication has been difficult with TSBC as it has been requested that until the city provides written support of the WVIHS moving forward with the Alberni Pacific Railway, TSBC will not be of assistance to us, or grant us permission to move equipment. In addition, all contact is currently going through city staff, meaning the WVIHS cannot get direct assistance and support as we try to improve our safety and regulatory side of the operation.

The Solution:

The WVIHS is requesting a written letter from council stating that the City of Port Alberni supports the WVIHS in the restoration, maintenance, display, and operation of the Alberni Pacific Railway, and that any contact on railway and boiler matters can go through the WVIHS's appointed person, currently APR Manager Richard Spencer.

ihsportalberni@gmail.com
 info@albernipacificrailway.ca

www.ihsportalberni.ca
 www.albernipacificrailway.ca

(250) 723-4285
 (250) 735-5440



Western Vancouver Island Industrial Heritage Society



The Reason:

By city council supporting the WVIHS by writing the requested letter of support, the WVIHS will be able to directly communicate with TSBC to ensure all railway regulations are being followed, proper safety documents are being created, and that we have a clear line of communication between ourselves and TSBC. This would allow us to get started on a return to operations to ensure that if council chooses to operate the Alberni Pacific Railway in the future, that all regulations are properly met, as well as allow us to get a start on some major projects we have been putting off over the past year, such as Roundhouse Pit Cleaning (budgeted project for 2023), Track Maintenance on CPA owned track (budgeted project for 2023), Rolling Stock Inspection, maintenance and testing (budgeted project for 2023), and No. 7 Steam Locomotive Inspection and Testing (budgeted project for 2023).

We thank you for your ongoing support and are looking forward to your response. Any questions regarding this matter can be directed to APR Manager Richard Spencer at info@albernipacificrailway.ca.

Sincerely,



Richard Spencer Manager

Alberni Pacific Railway

www.albernipacificrailway.ca

Cell: (250) 735-5440

Office: (250) 723-4285

3250A 9th Ave. Port Alberni, BC, V9Y 4T2



ihsportalberni@gmail.com
info@albernipacificrailway.ca

www.ihsportalberni.ca
www.albernipacificrailway.ca

(250) 723-4285
(250) 735-5440



**ALBERNI-CLAYOQUOT
REGIONAL DISTRICT**

RECEIVED

NOV 13 2023

CITY OF PORT ALBERNI

November 10, 2023

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

☒ Council
☒ Mayor
☒ CAO
☒ Finance
☒ Corporate Services
☒ Agenda
☐ Economic Development
☐ Engineering/PW
☐ Parks, Rec. & Heritage
☐ Development Services
☐ Community Safety
☐ Other
Rem NOV 27 / 23
File # 0400-602-ACRD

RE: Union of BC Municipalities Community Emergency Preparedness Fund – Emergency Support Services (ESS) & Emergency Operation Centre (EOC) & Training - Grant Opportunities

Dear Mayor and Council,

The Alberni-Clayoquot Regional District (ACRD) is pursuing grant opportunities for Emergency Support Services and the Emergency Operation Centre. Funding is provided through the Union of BC Municipalities – Community Emergency Preparedness Program Fund (CEPF). The grants allow for collaboration with partners to submit one regional application, whereby each partner could apply for up to \$30,000. The grant covers 100% of the cost of eligible activities; therefore, no matching funds are required.

These grants provide funding to support First Nations and local governments to better prepare for disasters, reduce risks from natural hazard in a changing climate, build capacity, and strengthen proficiencies. The City of Port Alberni has successfully partnered with the ACRD on previous successful CEPF grants. A regional application maximizes funding opportunities and fosters cross-jurisdictional emergency management collaboration.

The ESS grant will enhance program capacity, improve responder recruitment, retention, and training activities, and will increase community resources by procuring equipment. The funds from the EOC grant will provide training opportunities and enable the purchase of supplies. These funding opportunities will help strengthen emergency response in the region and will further enhance the development of staff, volunteers, community networking, and existing programs.

Should you wish to continue providing support for these grant opportunities, a council resolution is required for each grant opportunity. In accordance with grant application guidelines, the resolution must acknowledge that the City of Port Alberni provides approval for ACRD to apply



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

for, receive, and manage the grant funding on behalf of the regional service area, including the City of Port Alberni. The provided resolutions should include the following wording:

ESS grant resolution:

THAT the City of Port Alberni agrees to provide approval for the Alberni-Clayoquot Regional District (ACRD) to apply for the Union of BC Municipalities Community Emergency Preparedness Fund for Emergency Support Services and therefore, authorizes the ACRD to apply for, receive, and manage grant funding on behalf of the City of Port Alberni.

EOC grant resolution:

THAT the City of Port Alberni agrees to provide approval for the Alberni-Clayoquot Regional District (ACRD) to apply for the Union of BC Municipalities Community Emergency Preparedness Fund for Emergency Operations Centres & Training and therefore, authorizes the ACRD to apply for, receive, and manage grant funding on behalf of the City of Port Alberni.

The ESS grant will be submitted by the application deadline in January 2024 and the EOC grant will be submitted by February 2024. Funding announcements are anticipated in April and June respectively. If you have any questions, I can be reached at 250.724.1356 or kfreethy@acrd.bc.ca.

Sincerely,

Karen Freethy
Protective Services Manager



WHOLESOME MEALS ON WHEELS ASSOCIATION OF PORT ALBERNI, B.C.

P.O. BOX 323,
PORT ALBERNI, BC
V9Y 7M8
250-730-0390

RECEIVED

NOV 20 2023

CITY OF PORT ALBERNI

Mayor
City of Port Alberni, B.C.
4850 Argyle Street
Port Alberni, B.C.
V9Y 1V8
November 19, 2023

☒ Council	☐ Economic Development
☒ Mayor	☐ Engineering/PW
☒ CAO	☐ Parks, Rec. & Heritage
☐ Finance	☐ Development Services
☒ Corporate Services	☐ Community Safety
☐ Agenda	☐ Other

File # 0230-01 **RCM Nov 27/23**

Dear Sharie

I am the President of Wholesome Meals on Wheels Association of Port Alberni, B.C.

It is our mandate to provide hot, nourishing meals to seniors and others living with disabilities in support of maintaining their independence in their own homes.

Delivered by volunteer drivers, the program also provides a social contact with our clients and a safety check on their wellbeing. In the past 12 months we have delivered 6999 meals to 106 clients in Port Alberni and surrounding Districts. Meals are prepared daily and purchased from Cypress Restaurant.

Meals on Wheels was initiated in 1972 and has continued to operate in Port Alberni uninterrupted since that year. We were Incorporated in 1984 . We are registered and comply with BC Society Act as a non-profit charitable organization.

We are currently applying for renewal of of our grant from BC Gaming.

Letters of support are one of the optional items to include in the application. It is our hope that you would assist us by issuing a letter of support for Wholesome Meals on Wheels as a valued organization in the community of Port Alberni.

Our application deadline if November 30, 2023.

Thank you for your consideration of this request.

Dawna Sawyer
President
Wholesome Meals on Wheels Association of Port Alberni B.C.

Website: www.portalbernimealsonwheels.com

Email: portalbernimealsonwheels@gmail.com

RECEIVED

NOV 20 2023

CITY OF PORT ALBERNI

☒ Council	☐ Economic Development
☒ Mayor	☐ Engineering/PW
☒ CAO	☐ Parks, Rec. & Heritage
☐ Finance	☐ Development Services
☒ Corporate Services	☐ Community Safety
☐ Agenda	☐ Other
File #	

Nov 27/23 RCM
0630-01

Dear Mayor and Council,

I trust this message finds you well. My name is T■■■■ Abromaitis, and I am reaching out on behalf of All Nations Outreach. It is noteworthy that June 30, 2023, marked the proclamation of Indigenous Survivors Day by cities such as Vancouver, Victoria, Surrey, and others.

I am writing to highlight a significant opportunity for the City of Port Alberni to proclaim June 30, 2024, as Indigenous Survivors Day. This dedicated day aims to recognize and honor the enduring resilience of Indigenous communities.

Whereas,

The City of Port Alberni acknowledges the enduring historical injustices faced by Indigenous peoples, rooted in colonization, forced assimilation, and systemic injustices.

The designation of June 30 as Indigenous Survivors Day provides a significant opportunity to recognize and honor the resilience, strength, and cultural heritage of Indigenous communities that have endured historical traumas, including the 60s Scoop, the Millennium Scoop, birth alerts, and the enduring legacy of residential schools.

By establishing June 30 as Indigenous Survivors Day, the City of Port Alberni aims to create a crucial platform for healing, education, and dialogue. This initiative seeks to raise awareness about the unique struggles faced by Indigenous peoples, emphasizing the need for understanding and support.

This observance serves as a solemn reminder of the ongoing challenges confronted by Indigenous people and communities in the City of Port Alberni.

Through the implementation of Indigenous Survivors Day on June 30, 2024, the City of Port Alberni reaffirms its dedication to honoring Indigenous survivors, promoting healing, and actively contributing to the construction of a more equitable and inclusive city for all.

Therefore,

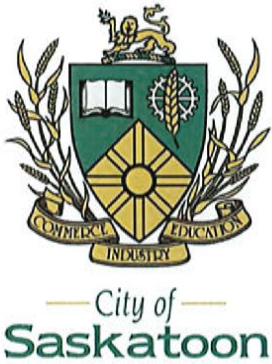
I kindly request that the City of Port Alberni consider proclaiming June 30, 2024, as Indigenous Survivors Day. Such a proclamation would symbolize the city's commitment to reconciliation and provide an opportunity for residents to reflect on the rich cultural heritage of Indigenous communities, standing in solidarity with them.

Your support in this matter would be greatly appreciated, and we believe that this proclamation would contribute to fostering understanding, respect, and unity within our community.

Thank you for your time and consideration. I am available to discuss this further if needed.

Sincerely,

T■■■■ Abromaitis



PROCLAMATION

Whereas

All Nations Outreach Society, has applied to the City to proclaim June 30, 2023 as 'Indigenous Survivors Day'.

Whereas

The City Clerk, on June 23, 2023 considered the application and approved the proclamation for June 30, 2023 as 'Indigenous Survivors Day'.

Now therefore,

The City of Saskatoon proclaims June 30, 2023 as 'Indigenous Survivors Day' in Saskatoon, Saskatchewan.

Dated this 23rd day of June, 2023

City Clerk



Nova Scotia

Proclamation

Indigenous Survivors Day

- WHEREAS** *the province of Nova Scotia recognizes the historical injustices endured by Indigenous peoples due to colonization, forced assimilation, and systemic injustices.*
- WHEREAS** *Indigenous Survivors Day on June 30 provides an opportunity to acknowledge the resilience, strength, and cultural heritage of Indigenous communities who have persevered through historical traumas.*
- WHEREAS** *designating June 30 as Indigenous Survivors Day creates a platform for healing, education, and dialogue, raising awareness about the unique struggles faced by Indigenous peoples.*
- WHEREAS;** *this observance serves as a solemn reminder of the ongoing challenges faced by Indigenous communities and highlights the importance of supporting their cultural heritage and promoting understanding.*
- WHEREAS;** *by implementing Indigenous Survivors Day on June 30, the province of Nova Scotia demonstrates its commitment to honoring Indigenous survivors, promoting healing, and building a more equitable and inclusive province.*

THEREFORE I, Tim Houston, Premier of Nova Scotia, do hereby proclaim June 30th to be "Indigenous Survivors Day" in the Province of Nova Scotia.



Tim Houston

Honourable Tim Houston, M.L.A.
Premier of Nova Scotia

Signed at Halifax, Nova Scotia



Proclamation

INDIGENOUS SURVIVORS' DAY

- Whereas:* the City Council recognizes the historical injustices endured by Indigenous peoples due to colonization, forced assimilation, and systemic injustices; and
- Whereas:* Indigenous Survivors Day provides an opportunity to acknowledge the resilience, strength, and cultural heritage of Indigenous communities who have persevered through historical traumas; and
- Whereas:* Indigenous Survivors Day creates a platform for healing, education, and dialogue, raising awareness about the unique struggles faced by Indigenous peoples; and
- Whereas:* this observance serves as a solemn reminder of the ongoing challenges faced by Indigenous communities and highlights the importance of supporting their cultural heritage and promoting understanding; and
- Whereas:* Indigenous Survivors Day fosters inclusivity, unity, and a sense of solidarity among community members, promoting reconciliation and justice; and
- Whereas:* the City Council demonstrates its commitment to honouring Indigenous survivors, promoting healing, and building a more equitable and inclusive city.

Now therefore, as Mayor of the City of Prince George,
I proclaim June 30, 2023 as:
"Indigenous Survivors' Day"
in the City of Prince George.

Mayor Simon Yu
City of Prince George



PROCLAMATION

WHEREAS, the City of Edmonton recognizes the historical injustices endured by Indigenous Peoples due to colonization, the residential school system, forced assimilation and systemic injustices;

AND WHEREAS, Indigenous Survivors Day provides an opportunity to acknowledge the resilience, strength and cultural heritage of Indigenous communities who have persevered through historical traumas;

AND WHEREAS, this observance serves as a solemn reminder of the ongoing challenges faced by Indigenous communities, and highlights the importance of supporting their cultural heritage and promoting understanding;

AND WHEREAS, the City of Edmonton is committed to honouring Indigenous survivors, promoting healing and building a more equitable and inclusive city;

THEREFORE I, MAYOR AMARJEET SOHI, DO HEREBY PROCLAIM JUNE 30, 2023 "INDIGENOUS SURVIVORS DAY" IN EDMONTON, ALBERTA'S CAPITAL CITY.

Dated this 30th day of June, 2023

A. Sohi

Amarjeet Sohi
MAYOR, CITY OF EDMONTON





PROCLAMATION

INDIGENOUS SURVIVORS DAY June 30, 2023

WHEREAS: Nanaimo City Council recognizes the historical injustices endured by Indigenous peoples due to colonization, forced assimilation, and systemic injustices; and

WHEREAS: Indigenous Survivors Day on June 30 provides an opportunity to acknowledge the resilience, strength, and cultural heritage of Indigenous communities who have persevered through historical traumas; and

WHEREAS: designating June 30 as Indigenous Survivors Day creates a platform for healing, education, and dialogue, raising awareness about the unique struggles faced by Indigenous peoples; and

WHEREAS: this observance serves as a solemn reminder of the ongoing challenges faced by Indigenous communities and highlights the importance of supporting their cultural heritage and promoting understanding; and

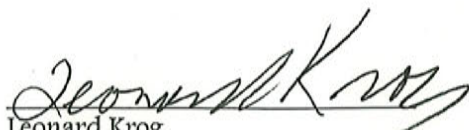
WHEREAS: Indigenous Survivors Day fosters inclusivity, unity, and a sense of solidarity among community members, promoting reconciliation and justice; and

WHEREAS: by implementing Indigenous Survivors Day on June 30, Nanaimo City Council demonstrates its commitment to honouring Indigenous survivors, promoting healing, and building a more equitable and inclusive city.

NOW THEREFORE, I, Leonard Krog, Mayor of the City of Nanaimo, do hereby proclaim June 30th, 2023:

INDIGENOUS SURVIVORS DAY

in the City of Nanaimo, Province of British Columbia.


Leonard Krog

MAYOR

Dated this 27th day of June 2023



Memo

June 22, 2023

To: Mayor Sandra Masters

Re: Indigenous Survivors Day – June 30, 2023

Attached is the above-noted proclamation and a copy of the accompanying request for your review and signature. Please note the City of Regina has not previously proclaimed Indigenous Survivors Day before.

Indigenous Survivors Day is a day to recognize and pay tribute to the Indigenous survivors who have endured historical traumas, intergenerational pain, and the ongoing challenges faced by their communities. By designating June 30, 2023 as Indigenous Survivors Day, we aim to raise awareness about the unique struggles faced by Indigenous people and provide a platform for healing, education and dialogue.

Website: <https://> (no website found)

Approval of this proclamation is recommended. Please contact Troy MacBeth Abromaitis at 604-200-2121 or by email at tabromaitis@gmail.com when the proclamation is signed and ready for publication.

Yours truly,



Amber Ackerman
Deputy City Clerk

CITY OF REGINA

SASKATCHEWAN, CANADA

PROCLAMATION

WHEREAS provisions of Procedure Bylaw No. 9004 provide the Mayor with the authority to approve proclamations.

NOW THEREFORE I, Sandra Masters, Mayor of the City of Regina, do hereby proclaim the day of June 30, 2023 as

INDIGENOUS SURVIVORS DAY

in Regina, and in issuing this proclamation, ask our citizens to recognize this day.



Sandra Masters
Mayor





Proclamation

Indigenous Survivors Day

June 30, 2023

- WHEREAS** the City Council recognizes the historical injustices endured by Indigenous peoples due to colonization, forced assimilation, and systemic injustices; and
- WHEREAS** Indigenous Survivors Day on June 30 provides an opportunity to acknowledge the resilience, strength, and cultural heritage of Indigenous communities who have persevered through historical traumas; and
- WHEREAS** designating June 30 as Indigenous Survivors Day creates a platform for healing, education, and dialogue, raising awareness about the unique struggles faced by Indigenous peoples; and
- WHEREAS** this observance serves as a solemn reminder of the ongoing challenges faced by Indigenous communities and highlights the importance of supporting their cultural heritage and promoting understanding; and
- WHEREAS** Indigenous Survivors Day fosters inclusivity, unity, and a sense of solidarity among community members, promoting reconciliation and justice; and
- WHEREAS** by implementing Indigenous Survivors Day on June 30, the City Council demonstrates its commitment to honouring Indigenous survivors, promoting healing, and building a more equitable and inclusive city.

NOW, THEREFORE, BE IT RESOLVED that I, Brenda Locke, do hereby declare June 30, 2023 as "Indigenous Survivors Day" in the City of Surrey.

A handwritten signature in black ink, appearing to read "B. Locke", is written over a horizontal line.

Mayor Brenda Locke
City of Surrey

Proclamation

Indigenous Survivors' Day June 30, 2023

WHEREAS: City Council recognizes the historical injustices endured by Indigenous peoples due to colonization, forced assimilation, and systemic injustices; and

WHEREAS: Indigenous Survivors Day on June 30 provides an opportunity to acknowledge the resilience, strength, and cultural heritage of Indigenous communities who have persevered through historical traumas.; and

WHEREAS: Designating June 30 as Indigenous Survivors' Day creates a platform for healing, education, and dialogue by raising awareness about the unique struggles faced by Indigenous peoples; and

WHEREAS: This observance serves as a solemn reminder of the ongoing challenges faced by Indigenous communities, and highlights the importance of supporting their cultural heritage and promoting understanding; and

WHEREAS: By implementing Indigenous Survivors Day on June 30, City Council demonstrates its commitment to honoring Indigenous survivors, promoting healing, and building a more equitable and inclusive city.

THEREFORE: I, Mayor Danny Breen, do hereby proclaim June 30, 2023, as Indigenous Survivors' Day in the City of St. John's.

Signed at City Hall, St. John's, NL on this thirtieth day of June, 2023.



Danny Breen, Mayor

ST. JOHN'S



CITY OF VICTORIA

PROCLAMATION

"INDIGENOUS SURVIVORS DAY"

- WHEREAS** *The City Council recognizes the historical injustices endured by Indigenous peoples due to colonization, forced assimilation, and systemic injustices; and*
- WHEREAS** *Indigenous Survivors Day on June 30 provides an opportunity to acknowledge the resilience, strength, and cultural heritage of Indigenous communities who have persevered through historical traumas; and*
- WHEREAS** *Designating June 30 as Indigenous Survivors Day creates a platform for healing, education, and dialogue, raising awareness about the unique struggles faced by Indigenous peoples; and*
- WHEREAS** *This observance serves as a solemn reminder of the ongoing challenges faced by Indigenous communities and highlights the importance of supporting their cultural heritage and promoting understanding; and*
- WHEREAS** *Indigenous Survivors Day fosters inclusivity, unity, and a sense of solidarity among community members, promoting reconciliation and justice; and*
- WHEREAS** *By implementing Indigenous Survivors Day on June 30, the City Council demonstrates its commitment to honouring Indigenous survivors, promoting healing, and building a more equitable and inclusive city.*

NOW, THEREFORE I do hereby proclaim Friday, June 30th, as **"INDIGENOUS SURVIVORS DAY"** on the **HOMELANDS** of the Lekwungen speaking **SONGHEES AND ESQUIMALT PEOPLE** in the **CITY OF VICTORIA, CAPITAL CITY** of the **PROVINCE of BRITISH COLUMBIA**.

IN WITNESS WHEREOF, I hereunto set my hand this 22nd day of June, Two Thousand and Twenty-Three.

MARIANNE ALTO
MAYOR
CITY OF VICTORIA
BRITISH COLUMBIA

Sponsored by:
All Nations Society



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CITY OF PORT ALBERNI



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☒ Council	☐ Economic Development
☒ Mayor	☐ Engineering/PW
☒ CAO	☐ Parks, Rec. & Heritage
☒ Finance	☒ Development Services
☒ Corporate Services	☐ Community Safety
☒ Agenda	☐ Other
File #	<u>0400-20-104</u>

RCM Nov 27/23

VIA EMAIL

Ref: 62641

November 9, 2023

Their Worship Sharie Minions
Mayor of the City of Port Alberni
Email: sharie_minions@portalberni.ca

Dear Mayor Sharie Minions:

RE: New legislation to support local government housing initiatives

Over the past week, I have introduced several pieces of legislation to support local governments to get more homes built faster while enabling updated and new tools to effectively fund the costs of infrastructure and amenities to support increased housing supply and growth. Taken together, these changes are critical to getting more of the right kind of housing built in the right places to provide homes for British Columbians.

Last week, I introduced Bill 44, to support communities to deliver the homes people need quickly by allowing small-scale multi-unit housing across BC. These homes, including townhomes, triplexes, and secondary suites, can generally be built in a reasonable timeframe and blend more seamlessly into neighbourhoods. The legislation will apply to many areas of the province, and we anticipate it will allow up to 4 units in single-detached and duplex zones (or 3 depending on the size/type of lot) and up to 6 units permitted in single-detached and duplex zones close to bus stops with frequent service. It will also allow secondary suites or an accessory dwelling unit on single-detached lots throughout BC.

Bill 44 will also speed up the approvals process by moving away from spot zoning to ensure more comprehensive upfront planning and zoning to meet current and future housing needs. The changes include using a robust, standard methodology for calculating long-term housing needs for all Housing Needs Reports to ensure consistency across the

.../2

Office of the
Minister of Housing

Website:
www.gov.bc.ca/housing

Mailing Address:
PO Box 9074 Stn Prov Govt
Victoria BC V8W 9E9
Phone: 236 478-3970

Location:
Parliament Buildings
Victoria BC V8V 1X4
Email: HOUS.Minister@gov.bc.ca

province. Municipalities will also be required to update Official Community Plans (OCPs) and zoning bylaws to ensure their communities have sufficient land designated and zoned to meet long-term housing needs and continue to make these updates on a regular basis. The new legislation will also remove the option for local governments to hold public hearings for rezonings for housing projects consistent with OCPs.

Today, I announced new legislation, Bill 47, to support new housing to get built near high-frequency transit, and yesterday Bill 46, to ensure local governments have tools to collect amenity and infrastructure contributions outside of the re-zoning process.

Bill 47 will require local governments to designate areas near high frequency transit stations as 'TOD Areas.' TOD Areas are near SkyTrain stations and busy bus exchanges and are expected to be identified in 29 municipalities in BC. This is different from the 6-unit requirements in the small-scale multi-unit housing legislation which will focus on properties within 400 metres of bus stops with frequent service. TOD areas will include minimum levels of density, size, and dimension prescribed by regulation. Similar to implementing small-scale multi-unit housing requirements, local governments will have a comprehensive provincial policy manual to assist in making bylaw amendments consistent with the TOD legislation. Off-street parking spaces in TOD areas will be determined by the market; local governments will not be able to require off-street residential parking, other than spaces for other uses like commercial, spaces for disabled persons and loading spaces. These changes will help get more of the right kind of housing built in the right places to provide homes for British Columbians. A subsequent letter will notify the identified municipalities in December.

The new legislation will expand the scope of infrastructure for which Development Cost Charges (DCCs) can be collected to include fire protection facilities, police facilities, and solid waste facilities. It also allows local governments to collect DCCs for provincial highway infrastructure projects where there is a cost-sharing arrangement between the municipality and the Province.

The new Amenity Cost Charges (ACCs) tool will allow local governments to collect monetary and in-kind contributions for amenities (e.g., community centres, recreation centres, libraries) to support liveable communities in areas where new housing is going. This tool will provide certainty and transparency for local governments and developers.

.../3

We are aware that local governments require tools and supports to facilitate the delivery of affordable housing in their communities. We are currently exploring policy options and additional tools, including the potential for inclusionary zoning, and I look forward to sharing more about this in the coming months.

I know that the new housing initiatives announced over the past week will take work to implement and require additional resources for your local government to meet the requirements. We have committed to \$51 million in funding for local governments to support planning and capacity to meet these new requirements. The funding will be allocated based on population and the volume of work needed because there are different requirements for municipalities and regional governments. The funding will be distributed in early 2024.

The Province has also provided another \$10 million for a second intake of the Local Government Development Approvals Program (LGDAP), managed by the Union of B.C. Municipalities (UBCM). This funding is in addition to the \$1 billion provided to local governments through the Growing Communities Fund to support the delivery of infrastructure projects needed to support increasing density.

The Ministry of Housing is committed to working together and supporting every community as we move forward with new approaches and new ways to deliver the housing supply our province needs. In the coming weeks, we will be providing policy manuals detailing the site-level specifications for small-scale multi-unit housing and TOD areas. Further guidance will be coming in the new year to support implementation of the development finance tools and pro-active zoning requirements. Ministry of Housing staff will be in touch with your administration in the coming weeks to provide more detail about the changes and about funding and educational support and opportunities.

Sincerely,

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

Ravi Kahlon
Minister of Housing

pc: Honourable Rob Fleming, Minister of Transportation and Infrastructure
Honourable Anne Kang, Minister of Municipal Affairs
Teri Collins, Deputy Minister, Ministry of Housing
Kaye Krishna, Deputy Minister, Ministry of Transportation and Infrastructure
Okenge Yuma Morisho, Deputy Minister, Ministry of Municipal Affairs
Tara Faganello, Assistant Deputy Minister, Ministry of Municipal Affairs
Bindi Sawchuk, Assistant Deputy Minister, Ministry of Housing
Kevin Volk, Assistant Deputy Minister, Ministry of Transportation and Infrastructure
Michael Fox, Chief Administrative Officer, City of Port Alberni
(mike_fox@portalberni.ca)

Links:

Local Government Housing Initiatives Webpage: [Local government housing initiatives - Province of British Columbia](#)

Bill 44 Announcement: [news.gov.bc.ca/releases/2023PREM0062-001706](#)

Bill 46 Announcement: [news.gov.bc.ca/releases/2023HOUS0063-001737](#)

Bill 47 Announcement: [news.gov.bc.ca/releases/2023HOUS0063-001748](#)

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CITY OF PORT ALBERNI

From: Minister, EMCR EMCR:EX <EMCR.minister@gov.bc.ca>
Sent: November 9, 2023 7:26 PM
To: Minister, EMCR EMCR:EX <EMCR.minister@gov.bc.ca>
Subject: Emergency and Disaster Management Act now in force

☒ Council	☐ Economic Development
☒ Mayor	☐ Engineering/PW
☒ CAO	☐ Parks, Rec. & Heritage
☒ Finance	☐ Development Services
☒ Corporate Services	☐ Community Safety
☒ Agenda	☐ Other

File # 0400-20-MENCR **RCM Nov 27/23**

Good evening Mayors and Regional District Chairs,

I am writing to advise that Bill 31, the [Emergency and Disaster Management Act](#) (the Act), received Royal Assent on November 8, 2023, which means the legislation is now in force. Significant components of the Act come into effect immediately, while the remainder will be activated by regulation.

This is the culmination of several years of collaborative work to modernize British Columbia's emergency management legislation to better reflect the world we live in today. It paves the way for a bold, proactive approach to emergency management that emphasizes disaster risk reduction to better prepare and safeguard people and communities against threats, including those related to our changing climate.

I want to extend my appreciation to all those who have participated in engagement on the statute going back to 2019. This includes local governments, various UBCM working groups and committees, emergency management practitioners, individuals, and organizations. Because of your input, the *Emergency and Disaster Management Act* incorporates lessons learned from recent emergencies and reflects modern risks and realities, including climate change. The legislation also adheres to global best practices for disaster risk reduction and incorporates all four phases of emergency management: mitigation, preparedness, response, and recovery.

The Act formally recognizes First Nations' inherent right of self-government in relation to emergency management and is an important step in aligning B.C.'s approach with the *Declaration on the Rights of Indigenous Peoples Act*. The Province is committed to continuing work with First Nations to progress efforts to support alignment under the *Declaration on the Rights of Indigenous Peoples Act*.

Implementation of the full legislation will be phased in over time and we are committed to ensuring local authorities are prepared to meet new requirements, including developing guidance materials and providing other supports. Some of the new aspects of the statute are now available, such as states of local emergency that last 14 days and the ability to declare a recovery period. Additionally, there are now requirements in force related to making reasonable efforts to reach agreement with Indigenous Governing Bodies on geographic areas within which consultation and cooperation will be conducted in the response and recovery phases of emergency management.

Other elements of the legislation will be phased in to provide local authorities with enough time to meet the new requirements. These include responsibilities related to risk

assessments, emergency management plans, and business continuity plans, which will be implemented later through regulations.

The following resources have been developed to support initial implementation, with additional guidance and updates to come:

- [Technical paper - B.C.'s Modernized Emergency Management Legislation: A New Framework for Disaster Risk Reduction, Response, and Recovery \(PDF\)](#)
- Primer – When Does B.C.'s New Emergency Management Legislation Come Into Effect? (See attachment)
- [Modernized Emergency Management Legislation website](#) (new materials will be added as available – please subscribe to the page to receive automated updates)

As a reminder, we are currently seeking input to help inform development of regulations for local authorities as well as a new post-emergency financial assistance regulation to replace the Compensation and Disaster Financial Assistance Regulation. There are several ways to participate, including virtual engagement sessions, through written submissions, and by responding to questions at engage.gov.bc.ca/emergencymanagementregulations.

If you have any questions, please don't hesitate to connect with our policy team at modernizeEM@gov.bc.ca

Sincerely,

Bowinn Ma
Minister of Emergency Management
and Climate Readiness

WHEN DOES B.C.'s NEW EMERGENCY MANAGEMENT LEGISLATION COME INTO EFFECT?

The new *Emergency and Disaster Management Act* (the Act) has now replaced the *Emergency Program Act* in B.C.

While many powers and duties under the Act are now functional, some components of the Act will become functional once regulations are made to provide further details. Regulations will be phased in over time. The Ministry of Emergency Management and Climate Readiness will be conducting further engagement and consultation to inform how these regulations are developed.

The tables below provide a list of key components that are now functional and key components (grouped by topic) that will become effective after regulations are made.

Note: this list is not exhaustive and does not include some minor technical components.

Now functional

Component of the Act	Reference in the Technical Paper - B.C.'s Modernized Emergency Management Legislation	Reference in the Act
Definitions, including definitions of "emergency", "security threats" and "critical incident"	Page 2	Section 1(1)
Guiding principles for emergency management, including the concept of emergency management phases (mitigation, preparation, response, and recovery)	Page 6	Sections 2 and 3
General powers of the minister (e.g., a power to establish standards and procedures for the performance of a duty under the Act)	N/A	Division 1 of Part 2
The role and duties of the provincial emergency management organization (i.e., the Ministry of Emergency Management and Climate Readiness) and the provincial administrator	Appendix 1	Division 2 of Part 2

Requirement for government ministers to prepare and maintain a business continuity plan.	N/A	Sections 45 and 53
Power to enter into different types of agreements with Indigenous governing bodies	Page 11	Part 3
Power to enter into emergency measures agreements	N/A	Division 4 of Part 2
Requirements for local authorities to begin work to reach agreement with Indigenous governing bodies on the areas to be described in the local authorities' emergency management plans for the purposes of consultation and cooperation during the response and recovery phases	Page 12	Section 179(7)
Power to enter into a multijurisdictional emergency management organization	Page 15	Section 21
Rules for declarations of states of provincial emergency and states of local emergency	Page 9	Division 1 of Part 5 and Division 1 of Part 6
Rules for declarations of provincial recovery periods and local recovery periods	Page 9	Division 2 of Part 5 and Division 2 of Part 6
Response and recovery powers	Appendix 2	Divisions 3-7 of Part 5 and Divisions 3-7 of Part 6
Power for the minister to order mitigation and preparation measures, make exceptions to requirements under the Act and impose duties on persons who are not otherwise regulated under the Act	Page 7	Sections 56-58
Ability for various entities to request the Ministry of Emergency Management and Climate Readiness to assist in coordinating the deployment of volunteers in response to a critical incident or an emergency	Page 8	Section 32

and for the Ministry of Emergency Management and Climate Readiness to deploy, or authorize the deployment of, certain volunteers		
Reporting requirements (e.g., following the use of response or recovery powers, following states of provincial or local emergency, or on spending beyond the base budget of the Ministry of Emergency Management and Climate Readiness)	Page 15	Sections 10 and 24 Division 8 of Part 5 and Division 8 of Part 6
Requirement for the minister to initiate a review of the Act and regulations within five years of the Act receiving Royal Assent	Page 16	Section 174
Other administrative matters, such as protection against legal proceedings, information sharing rules and conflict of laws rules	Various pages	Various sections

Functional after regulations are made

Emergency management planning by lead ministers

- Assigning government ministers as lead ministers responsible for specific hazards
- Requirements for lead ministers to prepare and maintain risk assessments and emergency management plans for hazards they are responsible for

Emergency management planning by local authorities

- Requirements to:
 - prepare and maintain risk assessments for hazards within their jurisdiction
 - prepare, maintain and implement emergency management plans
 - prepare and maintain business continuity plans
- Further details finalizing the framework for multijurisdictional emergency management organizations

Emergency management planning by critical infrastructure owners

- Establishing definitions of "critical infrastructure", "critical infrastructure sector" and "critical infrastructure owner"
- Requirements to:

○ prepare and maintain risk assessments for hazards that may affect the critical infrastructure ○ prepare, maintain and implement emergency management plans ○ prepare and maintain business continuity plans • Reporting requirements
Emergency management planning by public sector agencies • Establishing a definition of “public sector agency” • Requirements to: ○ prepare and maintain risk assessments for specific hazards ○ prepare, maintain and implement emergency management plans ○ prepare and maintain business continuity plans
Consultation and coordination with local authorities • Establishing requirements for consultation and coordination with local authorities on various emergency management planning documents
Government continuity plans • Requirement for the Legislative Assembly, the Executive Council (i.e., Cabinet), the office of the Lieutenant Governor and the Courts to prepare government continuity plans
Requirement for the Ministry of Emergency Management and Climate Readiness to make information public on potential emergencies • Details on what specific information must be made public
Compensation and post-emergency financial assistance • New rules for the payment of compensation and financial assistance
Compliance and enforcement • Details to supplement and complete the compliance and enforcement rules from the Act, such as those pertaining to cost recovery and administrative monetary penalties
Other administrative matters • Establishing certain definitions, including definitions for “specialized measure”, “emergency system”, “treaty area” • Miscellaneous administrative matters • Repealing some current regulations made under the <i>Emergency Program Act</i> • Bringing into force some consequential amendments to other statutes and regulations

More information

Online: gov.bc.ca/emergencymanagementact

Email: modernizeEM@gov.bc.ca

The information in this document is for your convenience and guidance and is not a replacement for the legislation.



LEGISLATIVE ASSEMBLY of BRITISH COLUMBIA

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☐ Development Services
☒ Community Safety
☐ Other
RCM No. 127/23
File # 0400-20-000

This is an open letter to all locally elected officials in British Columbia.

November 10, 2023

Dear Mayors, Councillors & Regional Directors:

I am writing to you today to bring attention to a matter of significant importance currently under debate in the BC Legislature. Bill 45, the *Miscellaneous Statutes Amendment Act (No. 4), 2023*, carries serious implications for municipal governments regarding what they may do when encountering encampments.

We are concerned that Municipal Affairs amendments in [Part 1 of Bill 45](#) (see attached) shift the burden of proof to municipalities regarding the dismantling of encampments, whereas it traditionally falls upon the province to manage and provide supportive housing and shelters. The province's management of shelter space will now directly influence a court's decision on whether an injunction to decamp an encampment can be granted. This legislation will impede local governments' ability to enforce bylaws, making the dismantling of encampments considerably more challenging.

We recognize that in situations where there is insufficient overnight shelter space, the legislation acknowledges the *Charter*-protected right of unhoused individuals to take temporary overnight shelter in parks or public spaces, as established in the case of *Victoria (City) v. Adams*, 2009 BCCA 563.

However, recent court decisions have granted injunctions for the decampment of dangerous encampments without the precondition of available shelter space or housing. Examples include *Nanaimo (City) v. Courtoreille*, 2018 BCSC 1629, *Saanich (District) v. Brett*, 2018 BCSC 1648, and *Maple Ridge (City) v. Scott*, 2019 BCSC 157.

It is important to emphasize that the overarching responsibility and jurisdiction to create and manage shelters lies with the Province of B.C. and not municipalities.

BC United Official Opposition
Room 201, Parliament Buildings
Victoria, BC V8V 1X4



LEGISLATIVE ASSEMBLY
of BRITISH COLUMBIA

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We are sure your municipalities are informed and engaged in the ongoing legislative process, but given the potential impacts on our communities, we wanted to bring it to your direct attention if you are not aware of the implications of this legislation.

If you have any questions or concerns regarding this matter, please do not hesitate to reach out via email at Dan.Ashton.MLA@leg.bc.ca. Your input and insights are invaluable as we navigate these important discussions.

Kind regards,

Dan Ashton
BC United Shadow Minister for Municipal Affairs
MLA for Penticton

BILL 45 – MISCELLANEOUS STATUTES AMENDMENT ACT (No. 4), 2023

PART 1 – MUNICIPAL AFFAIRS AMENDMENTS

Community Charter

Explanatory Note

1 *The Community Charter, S.B.C. 2003, c. 26, is amended by adding the following section to Division 4 of Part 8:*

Availability of shelter

274.1 For the purposes of enforcing, under section 274, a bylaw against a person who is sheltering at an encampment while homeless, alternative shelter is reasonably available to the person and meets the basic needs of the person for shelter if

- (a) the person may stay overnight at the shelter,
- (b) the person has access to a bathroom and shower at or near the shelter,
- (c) the person is offered without charge one meal a day at or near the shelter, and
- (d) the shelter is staffed when persons are sheltering at the shelter.

Vancouver Charter

Explanatory Note

2 *The Vancouver Charter, S.B.C. 1953, c. 55, is amended by adding the following section:*

Availability of shelter

334.1 For the purposes of enforcing, under section 334, a by-law against a person who is sheltering at an encampment while homeless, alternative shelter is reasonably available to the person and meets the basic needs of the person for shelter if

- (a) the person may stay overnight at the shelter,
- (b) the person has access to a bathroom and shower at or near the shelter,
- (c) the person is offered without charge one meal a day at or near the shelter, and
- (d) the shelter is staffed when persons are sheltering at the shelter.

BC United Official Opposition
Room 201, Parliament Buildings
Victoria, BC V8V 1X4



Royal Canadian
Mounted Police

Commanding Officer

Gendarmerie royale
du Canada

Commandant divisionnaire

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CITY OF PORT ALBERNI

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☒ Agenda	☒ Other RCMP

File # **Nov 27/23**
7400-01

October 12, 2023

Province of British Columbia
Mayors and City Managers

Dear Respected Colleagues/Community Partners,

I wish to take this opportunity to update you on RCMP Commissioner Mike Duheme's visit to British Columbia last week.

However, I first want to thank you for your support following the on-duty homicide of Constable Frederick "Rick" O'Brien on September 22, 2023 in Coquitlam, B.C. I know that many municipal representatives attended the regimental funeral on October 4, 2023 at the Langley Events Centre and your presence there was sincerely appreciated by the family of Constable O'Brien and his RCMP colleagues.

While Commissioner Duheme touched on several topics in media interviews during his visit, he asked that I pass along his assurances that specific action is being taken in relation to recruiting and vacancies here in British Columbia. These actions to date include:

1. Modified recruiting practices that see applicants returning to their home province if they choose to do so—98 percent—do!;
2. Streamlined recruiting practices to reduce delays and increase the speed of processing applicants;
3. Ongoing recruiting and information sessions at detachments, career fairs and community events—nearly 175 across the province so far this year;
4. Divisional processing and selection of the Experienced Police Officers (EPO) program to streamline applications for quick entry into duty;
5. E Division is one of three divisions embarking on a pilot to develop a de-centralized model for recruiting. E Division would continue to be responsible for proactive recruiting, and would add administrative processes for file management all the way up to troop loading at Depot.

These actions are leading to significant momentum in recruiting and hiring trends throughout BC and nationally as follows:

1. **Applicants:** There are 6,072 applicants in process across the country. This represents, 1,997 applicants that are within the divisional proactive unit stage, and 4,075 active applicants at assessment phase and beyond;
2. **BC Applicants:** Most recent number is 2,109 applicants. This number is fluid;
3. **Experienced Police Officer (EPO) program:** 108 EPOs hired in BC since last year. Specifically, 43 were hired in the 2022/2023 fiscal year. This year, so far, 65 EPOs have been hired;
4. **EPO increase:** EPO hiring has increased 51 percent this year over last fiscal year. These officers are serving all over British Columbia;
5. **Diversity:** 39 percent of all recent BC applicants, self-identify as members of a racialized community and Indigenous persons;

CO: T23-0294 / pd

6. **Cadets and Troop Load:** We have increased troop size from 24 to 32. Troops 17 forward (August 2023) are now being loaded at 32.
7. **BC RCMP Cadets:** E Division receives approximately 1/3 of cadets.

Of all our initiatives, the most positive feedback we are receiving is the ability of new cadets to return to their home province of British Columbia. Given the high number of BC applicants, we have also initiated bi-monthly "Pathways" presentations at Depot to showcase BC RCMP posting opportunities in Northern BC.

The second bit of feedback cited by our Experienced Police Officers and cadets as a factor for joining the RCMP, are the vast number of career options available to serve our communities. The RCMP has a lot to offer – from career diversity, world class training, competitive salaries and comprehensive benefits.

In a competitive labour market, this is of significant appeal to our target applicant group and, with wage equivalency to other police agencies, is a driving factor in making the RCMP an employer of choice.

We are committed to continuing to support these processes and adding others to ensure we continue the momentum in serving our communities and responding quickly to those needs.

Kind regards,



Dwayne McDonald
Deputy Commissioner
Commanding Officer BC RCMP

14200 Green Timbers Way
Mailstop #308
Surrey, BC V3T 6P3

CO: T23-0294 / pd

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CITY OF PORT ALBERNI



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☐ Other
File # 1855-03 **RCM Nov 27/23**

Ref: 120987

Nov. 15, 2023

Her Worship Sharie Minions
Mayor and Council, City of Port Alberni
4850 Argyle Street
Port Alberni, BC, V9Y 1V8
Via Email: sharie_minions@portalberni.ca

Dear Mayor Minions and Council,

We recognize and value the work your municipality does to provide the services and infrastructure your residents count on, which is why I'm pleased to advise you that the Province is in the process of issuing your municipality's 2023 Grant-in-Lieu of property tax payment by electronic funds transfer.

These funds are planned to be transferred on November 15, 2023. Your municipality should receive the funds shortly thereafter. Based on the property identified in the attached Grant Payment Details Report, your payment for 2023 is \$59,792.30.

This payment is for provincially owned properties in your community and is made in accordance with the *Municipal Aid Act*. If your payment has changed from last year, it is likely due to a revised valuation by the BC Assessment Authority, a change in the property tax rates, or through changes in responsibility for real property. Included in this payment is \$3,546.88, due to your Regional District. This amount is to be transferred to them at your earliest convenience.

If you have any questions or concerns, please contact the Real Property Division at RPDPropertyTax@gov.bc.ca.

Sincerely,

Lisa Beare
Minister

Attachment: Grant Payment Details Report

pc: Sunny Dhaliwal, Assistant Deputy Minister, Real Property Division

Ministry of
Citizens' Services

Office of the Minister

Mailing Address:
PO Box 9068 Stn Prov Govt
Victoria BC V8W 9E2
Phone: 250 387-9699
Fax: 250 387-9722

Location:
Room 151
Parliament Buildings
Victoria BC V8V 1X4
www.gov.bc.ca/citz

COUNCIL REPORT

November 15th

Emergency & Disaster Management Act Regulations Zoom Session by the Ministry of Emergency Management and Climate Readiness (9am to 4pm)

This session was on the development of the post emergency financial assistance and local authorities' regulations that will support the new Emergency and Disaster Management Act. Looking forward to seeing the completed report.

November 16th

Alberni Valley Regional Airport Committee Meeting

Airport was awarded the 2023 William Templeton Award (the award is annually awarded for outstanding initiative and achievement in the successful development of a community airport or floatplane landing facility by an individual association, municipal government, or company).

Our regional airports have been the only ones recognized three times -1992 (AV); 2017 (Tofino); and present. Last year we were the runner-ups. We also looked and discussed leases and how other communities charge. I was asked when the trees will be cut so we can move forward finally (it's been five years in the plan) where planes land on instrument and no visual. Summer to late September 2024 completion. Inspectors are looking at the frequency change with Transport Canada. A new fuel dispenser in February. I was asked if we could get a report from the pilots that used our airport during the wildfire. I was told that would be a challenge since we don't have staff full time and no check in.

November 16th

Tsawaayuu - Rainbow Gardens

Highlight: discussed Strategic Planning Session and a tour for Council and staff.

November 17th

Walyaqil Tiny Shelter Village – Since Councillor Patola and I were at a conference and unavailable during the opening ceremonies we had an opportunity to tour the 20 temporary modular housing pods on 4th avenue with Port Alberni Friendship Center Executive Director Cyndi Stevens. Money is needed to complete the rest of the ten units. Warm, comfortable, internet, laundry, washrooms, showers facilities, three meals a day, common area, security on site. Staffing is 24 hours. I was impressed. We need more. The best news the residents are out of the trailers and somewhere clean, warm, and safe.

Attended all City Scheduled meetings.

Respectfully Submitted

Cindy Solda
City Councillor
Port Alberni

A New Central Feature

a Canal Beach pier

Converting crude pilings....



...into a high
quality family
place



a Canal Beach pier
offering quality time
and stimulation for the
whole family.....

family
fishing



shelter



discovering Port
Alberni marine life



observing
from a
floating dock



scenic down-time
with the family



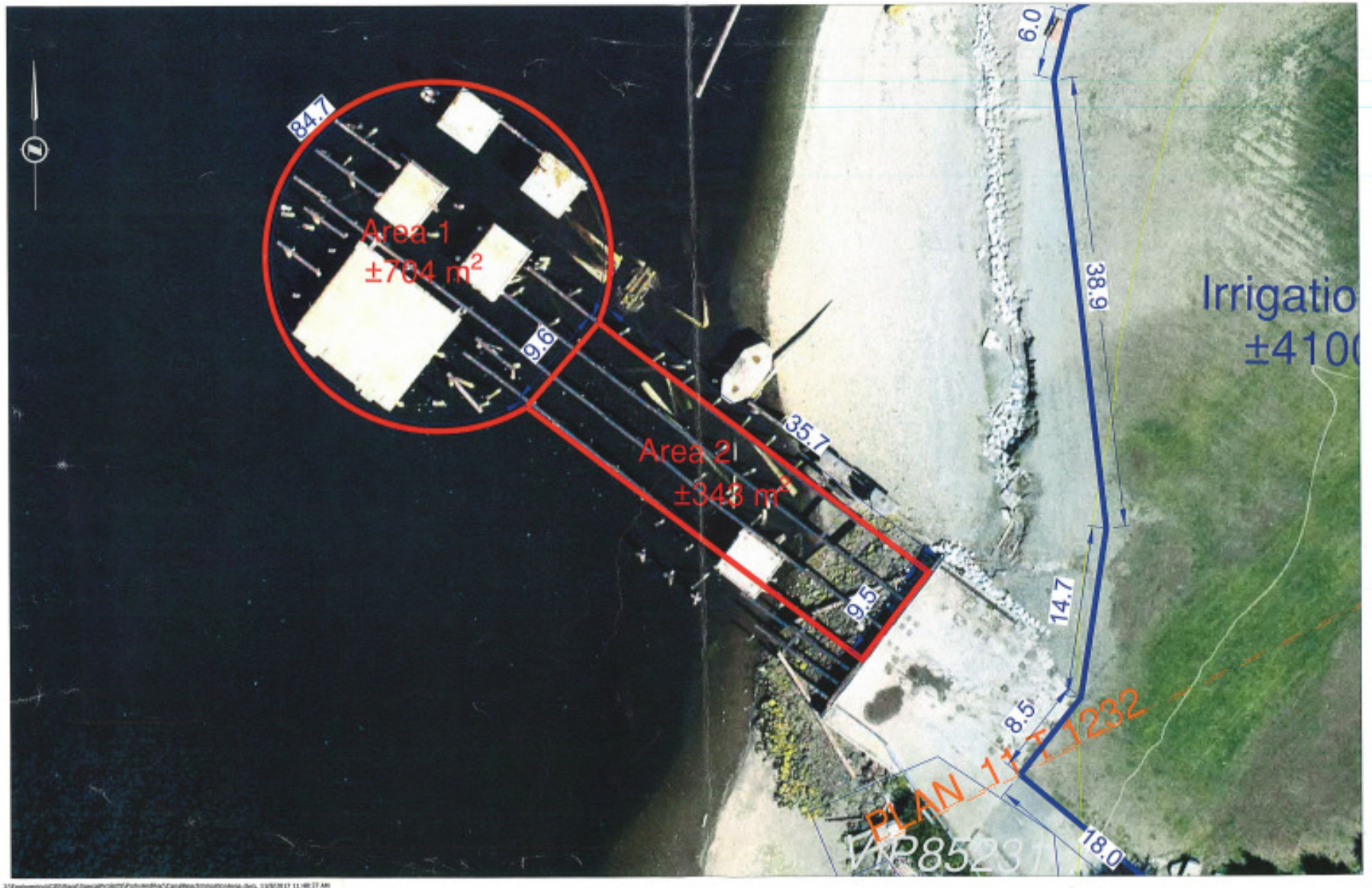
appreciating
indigenous
and marine
art



Kite boarding
station



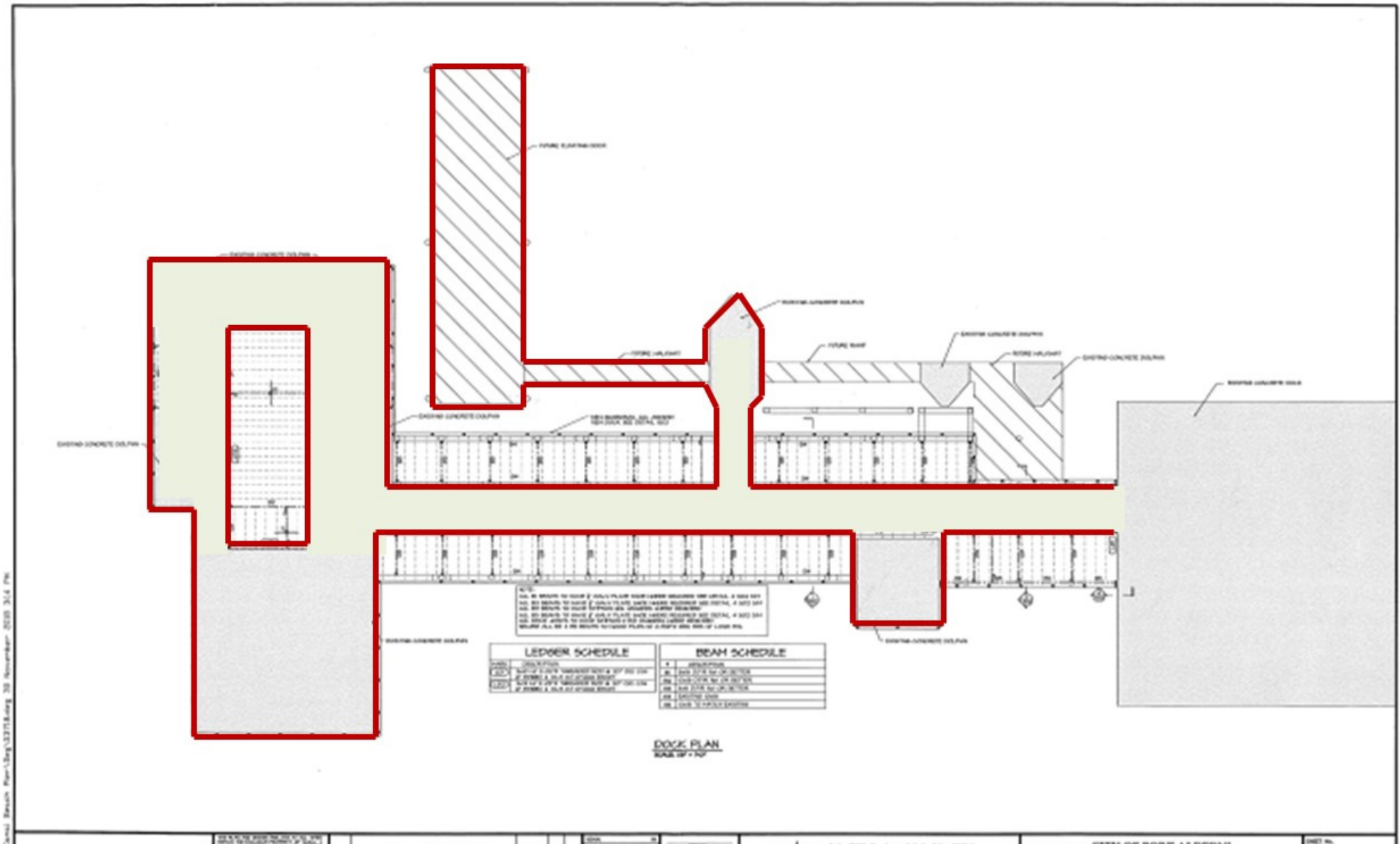
Overhead of existing pilings



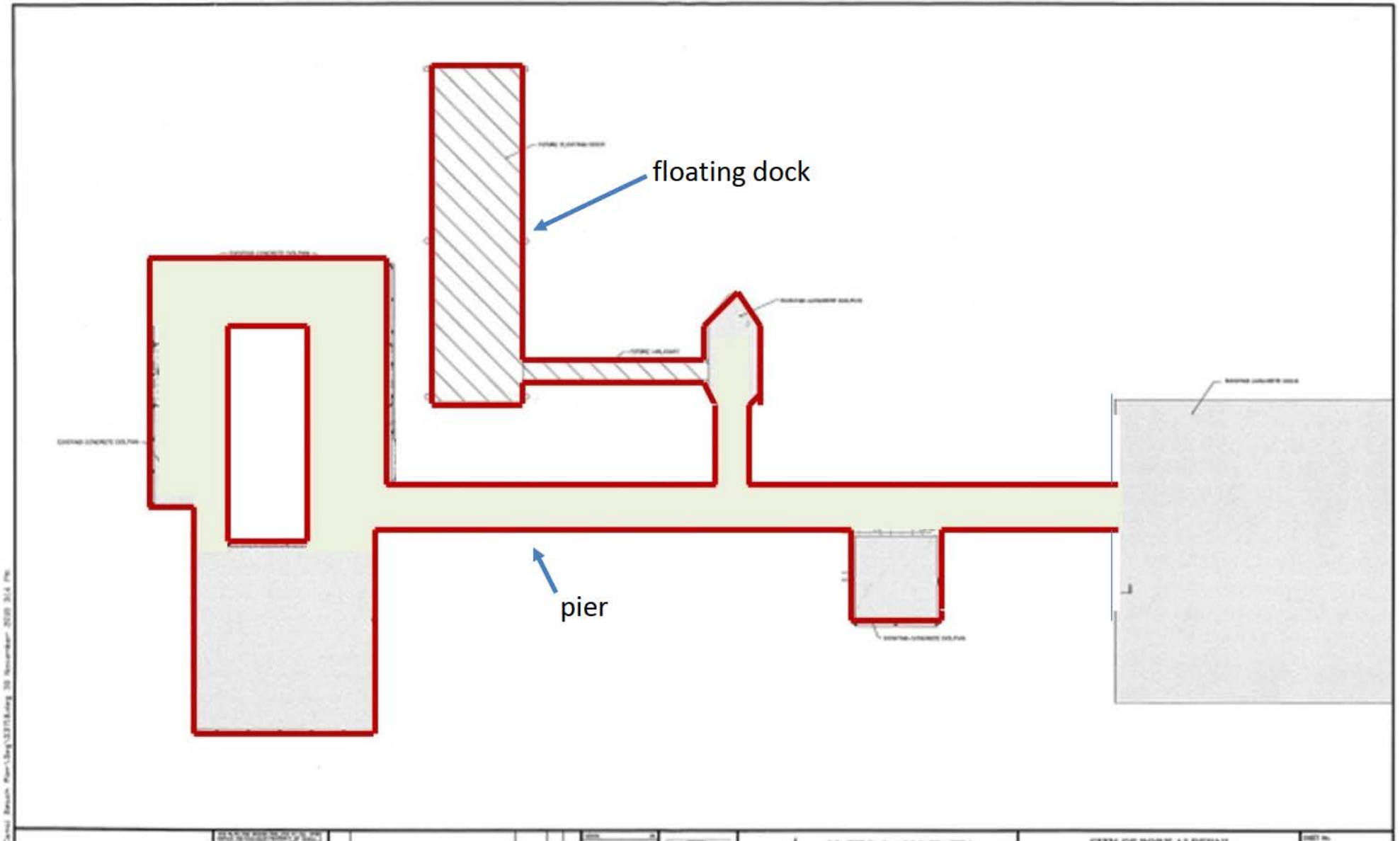
Journal Article: *Place & Design*, 200 November 2010, 214-196



Overlay of proposed changes



Final proposed outline of the pier



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Alpine Pole Maintenance Inc.

Rob Gaudreault
Parks Operation Supervisor
4150 6th Ave, Port Alberni, B.C.
V9Y 3Y6

May 18, 2018

Rob,

I have completed inspections on the wood pilings at Waterton Park as you requested. Except as noted below all pilings are in good condition based on the drilling inspections.

There are a few pilings with rot pockets at the top of the pilings, and a quite a few of the short timbers above them that are completely rotted thru-out, other pilings have split and/ or been pushed away from their positions by wayward boom logs that have made their way into the pilings. With the wave and wake actions in that area they have moved the pilings out of their original positions.

The pilings I tested were the main pilings holding up the support beams, I did not inspect the random pilings on the west side as they did not appear to be part of the actual structure, also the set of pilings in front of the large concrete pads were also not inspected as they appeared to be damaged to be of any use in your plans.

All the pilings and beams that I found with issues have been flagged for identification if work will be done on the pier. I have sent pictures of the affected sections.

I hope this meets your requirements. If you have any further questions please do not hesitate to call.

Thank You.

Alpine Pole Maintenance Inc.



Dear Sir/Madam,

We are writing to express our support for the Plywood Mill pier project, which aims to rebuild the historic Plywood Pier and create a public space for recreation and education.

The Plywood Mill was a significant part of the industrial heritage of Port Alberni and the region. It was built over 80 years ago and was one of the largest plywood mills in Canada at the time. The mill employed hundreds of workers and contributed to the economic and social development of the community. The mill also played a role in the Second World War, supplying plywood for aircraft and other military uses.

The pier which has been abandoned since the mill closed and the repair and restoration of the pier would create a new attraction for visitors and residents, offering opportunities for fishing, boating, walking, and learning about the history and culture of the area.

As the Western Vancouver Island Industrial Heritage Society, we have a strong interest in preserving and promoting the industrial heritage of our region, which reflects the life and work of generations of people who shaped our landscape and society.

We commend the proponents of the decking project for their vision and initiative and believe that this project would benefit not only Port Alberni, but also the entire region and province, by enhancing our cultural and natural assets, stimulating tourism and economic activity, and fostering community pride and engagement.

Thank you for your consideration.

Sincerely,



Ron Corbell,
President,

Western Vancouver Island Industrial Heritage Society