

Following the return to in-person Council meetings, the City continues to be committed to following the direction of the Provincial Health Officer and the Province of BC to ensure the health and safety of members of Council, staff and the public. Members of the public who wish to attend meetings of Council are required to wear a mask.

AGENDA - REGULAR MEETING OF COUNCIL

Monday, November 22, 2021 @ 2:00 PM

In the City Hall Council Chambers – 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 the Director of Corporate Services at 250.720.2823 or by email twyla_slonski@portalberni.ca or the Deputy City Clerk at 250.720.2822 or by email sara_darling@portalberni.ca

*Given the opportunity for the public to once again participate in-person at Council meetings, Council will no longer be receiving submissions electronically for the **public input or question period** of the Council meeting.*

A. CALL TO ORDER & APPROVAL OF THE AGENDA

1. Recognition of unceded Traditional Territories.
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 6

1. Special meeting held at 9:30 am and Regular Council meeting held at 2:00 pm on November 8, 2021.

C. PUBLIC INPUT PERIOD

An opportunity for the public to address Council on topics relevant to City Council. A maximum of four [4] speakers for no more than three [3] minutes each will be accommodated.

D. DELEGATIONS

1. **PWL Partnership Landscape Architects Inc.**
City consultants from PWL Partnership Landscape Architects Inc. in attendance to provide Council with the outcomes of the Connect the Quays Pathway public engagement sessions.

2. **Alberni Valley Chamber of Commerce | McLean Mill - Page 12**
President, Bill Collette and Director of Operations, Anita Sutherland in attendance to provide a summary of activities at McLean Mill.
3. **Twinning Society - Page 13**
Representatives Dave Grant, Lisa Aylard and Laurie Money from the Twinning Society in attendance to discuss the 35th Commemoration of Port Alberni and Abashiri Sister Cities.

E. UNFINISHED BUSINESS

Includes items carried forward from previous Council meetings.

F. STAFF REPORTS

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

1. **Accounts**
THAT the certification of the Director of Finance dated November 22, 2021, be received and the cheques numbered _____ to _____ inclusive, in payment of accounts totalling \$ _____, be approved.
2. **Director of Parks, Recreation and Heritage – Award of RFP #020-21 | Construction Manager: Train Station - Page 17**
Report dated November 15, 2021 from the Director of Parks, Recreation and Heritage seeking Council's authorization to award proposal #020-21 | Construction Manager: Train Station to MKM Projects Ltd.

That Council for the City of Port Alberni award proposal #020-21 | Construction Manager: Port Alberni Train Station, to MKM Projects Ltd., in the amount of \$27,500 plus GST and 7% of the Construction Costs (estimated at \$23,000), with funds coming from the 2021/2022 Capital Plan – Train Station project.
3. **Director of Finance – Three Stream Waste Collection Agreements | ACRD & Recycle BC - Page 19**
Report from the Director of Finance dated November 15, 2021 seeking Council's authorization to enter into agreements with the Alberni Clayoquot Regional District and Recycle BC for the collection of curbside recycling materials and associated works within the City boundary.
 - a. *THAT Council authorize the Mayor and the Corporate Officer to enter into a 'Three-Stream Waste Collection Service' agreement with the Alberni-Clayoquot Regional District, for a three-year term beginning January 1, 2022 and expiring December 31, 2024 for the purpose of collecting curbside recycling materials within the City.*
 - b. *THAT Council authorize the Mayor and the Corporate Officer to enter into the Master Services Agreement with Recycle BC, for a three-year term beginning January 1, 2022 and expiring December 31, 2024 for the purpose of collecting curbside recycling materials within the City.*

4. **Deputy City Clerk – BC Economic Summit | Authorize Councillor Registration - Page 26**
Report from the Deputy City Clerk dated November 12, 2021 seeking Council's authorization for Council members to participate in the BC Economic Summit.

THAT Council authorize Mayor Minions and Councillors Haggard, Paulson and Poon to participate in the annual BC Economic Development Association's [BCEDA] '2022 BC Economic Summit: Reconciliation and Resiliency - A Future for BC.' taking place as a hybrid event April 3-5, 2022 with authorization to include reimbursement of expenses incurred as per City Policy No. P6 – Travel Expense Policy.

5. **Deputy City Clerk – Truck Loggers Convention | Authorize Council Registration - Page 28**

Report from the Deputy City Clerk dated November 15, 2021 seeking Council's authorization for Council members to participate in the Truck Loggers Association Convention and Trade Show.

THAT Council authorize Mayor Minions and Councillors Corbeil and Haggard to attend the Truck Loggers Association Convention & Trade Show taking place on January 12, 13 & 14, 2022 in Vancouver, BC with authorization to include reimbursement of expenses incurred as per City Policy No. P6 – Travel Expense Policy.

G. BYLAWS

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

1. **Director of Finance – City of Port Alberni Wastewater Treatment Facility Upgrade Loan Authorization Bylaw No. 5038, 2021 - Page 31**

Report dated November 15, 2021 from the Director of Finance seeking Council's consideration for three readings of the proposed bylaw to enable borrowing from the Municipal Finance Authority of BC to complete the Wastewater Treatment Facility Upgrade.

- a. *THAT "City of Port Alberni Wastewater Treatment Facility Upgrade Loan Authorization Bylaw No. 5038, 2021", be now introduced and read a first time.*
- b. *THAT "City of Port Alberni Wastewater Treatment Facility Upgrade Loan Authorization Bylaw No. 5038, 2021", be read a second time.*
- c. *THAT "City of Port Alberni Wastewater Treatment Facility Upgrade Loan Authorization Bylaw No. 5038, 2021", be read a third time.*

2. Director of Finance – “City of Port Alberni Financial Plan Amendment Bylaw No. 5023-1” - Page 37

Report dated November 15, 2021 from the Director of Finance requesting Council direction in relation to the Alberni Clayoquot Regional District’s ‘Alberni Valley Aquatics Facility Feasibility Study’ contribution request and seeking Council’s consideration for three readings of the “City of Port Alberni Financial Plan Amendment Bylaw No. 5023-1”.

- a. *THAT Council authorize staff to amend “City of Port Alberni 2021-2025 Financial Plan Bylaw No. 5023,” by allocating \$30,000 to the Alberni Clayoquot Regional District’s Alberni Valley Aquatics Facility – Funding of Feasibility Study in 2021 with monies to be taken from the City’s Parks and Recreation Reserve Fund.*
- b. *THAT the “City of Port Alberni 2021-2025 Financial Plan Amendment Bylaw No. 5023-1” be introduced and read a first time.*
- c. *THAT the “City of Port Alberni 2021-2025 Financial Plan Amendment Bylaw No. 5023-1” be read a second time.*
- d. *THAT the “City of Port Alberni 2021-2025 Financial Plan Amendment Bylaw No. 5023-1” be read a third time.*

H. CORRESPONDENCE FOR ACTION

Correspondence addressed to the Mayor and Council by an identifiable citizen included on an agenda is correspondence asking for a specific request of Council and the letter writers will be provided a response. Correspondence regarding personnel matters, legal action and/or items of a confidential nature will not be included.

I. PROCLAMATIONS

J. CORRESPONDENCE FOR INFORMATION

Correspondence found here provides information to Council. It may also include correspondence that may not be relevant to City services and responsibilities. Correspondence regarding personnel matters, legal action and/or items of a confidential nature will not be included.

1. Correspondence Summary - Page 48

- a. BC Crisis Line Network | Save BC’s Crisis Lines
- b. Wendy Kerr | Support for Health Care Workers
- c. Alberni Valley Museum and Heritage Commission | Minutes from October 6, 2021
- d. Kathryn Langmead | Burde Street Ponds
- e. Ministry of Citizens’ Services | 2021 Grant-in-Lieu of Property Tax Payment
- f. Ernest Burnett | Council Direction and Decisions

K. REPORT FROM IN-CAMERA

L. COUNCIL REPORTS

- 1. Council and Regional District Reports - Page 70**

M. NEW BUSINESS

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'.

N. QUESTION PERIOD

An opportunity for the public to ask questions of Council.

O. ADJOURNMENT

That the meeting adjourn at PM

**MINUTES OF THE SPECIAL MEETING OF COUNCIL
FOR THE PURPOSE OF ESTABLISHING AN IN-CAMERA MEETING
MONDAY, NOVEMBER 8, 2021 @ 9:30 AM
In the City Hall Council Chambers | 4850 Argyle Street, Port Alberni, BC**

PRESENT: Mayor Minions
Councillor R. Corbeil
Councillor D. Haggard
Councillor R. Paulson
Councillor H. Poon @ 4:10 pm
Councillor C. Solda
Councillor D. Washington

Staff: T. Pley, Chief Administrative Officer
S. Smith, Director of Development Services | Deputy CAO
A. McGifford, Director of Finance
T. Slonski, Director of Corporate Services

Call to Order: @ 9:30 am

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)(c) *labour relations or other employee relations;*

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;*

Section 90 (1)(g) *litigations or potential litigation affecting the municipality; and*

Section 90 (1)(k) *negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.*

CARRIED

Council recessed the meeting at 10:55 am

MOVED and SECONDED, THAT Council reconvene its Special In-Camera meeting at 4:10 pm with all members of Council in attendance. Also in attendance were the Chief Administrative Officer, the Director of Development Services | Deputy CAO, the Director of Finance and the Director of Corporate Services.

CARRIED

The meeting was terminated at 5:55 pm

CERTIFIED CORRECT

Mayor

Corporate Officer

MINUTES OF THE REGULAR MEETING OF COUNCIL
Monday, November 8, 2021 @ 2:00 PM
City Hall Council Chambers – 4850 Argyle Street, Port Alberni, BC

PRESENT: Mayor S. Minions
Councillor R. Corbeil
Councillor D. Haggard
Councillor R. Paulson
Councillor H. Poon
Councillor C. Solda
Councillor D. Washington

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 E.1 Provincial Health Order Update and E.2 Clock Tower Project Update under Unfinished Business and M1. Old Growth Deferral and M.2 Harbourview Apartments Status under New Business. The agenda was then approved as amended.

CARRIED

B. ADOPTION OF MINUTES

MOVED AND SECONDED, THAT the minutes of the Special meeting held at 4:30 pm on October 20, 2021, Special meeting held at 9:30 am and Regular Council meeting held at 2:00 pm on October 25, 2021 be adopted.

CARRIED

C. PUBLIC INPUT PERIOD

Neil Anderson

Expressed the need for greater transparency and accountability in answering public inquiries related to City business.

Wendy Kerr

Concerned over COVID-19 vaccine mandates and the associated negative impact on public well-being.

Mike Butler | Optimus Group

Introduced himself as the public relations representative to the San Group for the proposed Burde Street development.

D. DELEGATIONS

E. UNFINISHED BUSINESS

Parks, Recreation and Heritage | Provincial Health Orders

The Director of Parks, Recreation and Heritage provided an update as it relates to vaccine passports within City recreation facilities commenting that as regulations vary based on a number of factors, that individuals with questions should contact City staff or event organizers directly.

Clock Tower Project Update

The Director of Engineering and Public Works informed Council that contractors will begin the Story Tower Project on November 15th. This project represents an important upgrade to the iconic structure at the Harbour Quay as well as provides an opportunity to showcase Indigenous art.

F. STAFF REPORTS

1. Accounts

MOVED AND SECONDED, THAT the certification of the Director of Finance dated November 8, 2021, be received and the cheques numbered 149354 to 149468 inclusive, in payment of accounts totalling \$1,406,284.50, be approved.

CARRIED

2. RCMP Department

MOVED AND SECONDED, THAT the 3rd Quarter report from the Officer in Charge, Inspector Eric Rochette, RCMP providing information about current department operations, be received.

CARRIED

3. Director of Finance – Port Alberni Port Authority | Payment In-Lieu of Taxes

MOVED AND SECONDED, THAT Council for the City of Port Alberni direct staff to collect the annual payments as per the Payment in Lieu of Taxes [PILT] Act from the Port Alberni Port Authority.

CARRIED | Res. No. 21-255

MOVED AND SECONDED, THAT Council continue to work with the Port Alberni Port Authority on mutually beneficial projects and initiatives that align with the City of Port Alberni's Corporate Strategic Plan, and consider the funding of those projects in the City's Financial Planning process.

CARRIED | Res. No. 21-256

MOVED AND SECONDED, THAT Council assigns the Port Alberni Port Authority 2020 Payment in Lieu of Taxes in the amount of \$191,516.41 to the City's Dock+ project.

CARRIED | Res. No. 21-257

4. Director of Development Services/Deputy CAO | Uptown District Revitalization Strategy

The Director of Development Services/Deputy CAO provided Council with the Uptown District Revitalization Strategy report. The UDRS identifies a high-level vision to support Council's strategic priority of revitalizing the Uptown District and will also be used to inform goals and objectives in the Official Community Plan, and to provide guidance on future updates to the Zoning Bylaw and other policies.

5. Director of Engineering & Public Works – Intersection Network Screening Report

MOVED AND SECONDED, THAT Council direct staff to include an annual 'Intersection Improvement Program' in the City's 5-year Financial Plan to address safety concerns throughout the City and based on the priority intersections presented in the 'Network Screening' Report dated October 2021.

CARRIED | Res. No. 21-258

6. Director of Corporate Services – Alberni Valley Community Forest Corporation | Resolutions of Shareholder

MOVED AND SECONDED, THAT Council endorse the Alberni Valley Community Forest Corporation Resolutions of Shareholder in Writing as presented.

CARRIED | Res. No. 21-259

G. BYLAWS

H. CORRESPONDENCE FOR ACTION

1. Vancouver Island Regional Library

MOVED AND SECONDED, THAT pursuant to the Library Act, Council appoints Councillor Haggard 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, 2022.

CARRIED | Res. No. 21-260

MOVED AND SECONDED, THAT pursuant to the Library Act, Council appoints Councillor Paulson 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, 2022.

CARRIED | Res. No. 21-261

I. PROCLAMATIONS

1. Ministry of Children and Family Development

MOVED AND SECONDED, THAT Council proclaim the month of November 2021 as 'Adoption Awareness Month' in Port Alberni.

CARRIED | Res. No. 21-262

2. SPARC BC – Accessible Parking Awareness Month

MOVED AND SECONDED, THAT Council proclaim the month of November 2021 as 'Accessible Parking Awareness Month' in Port Alberni.

CARRIED | Res. No. 21-263

Mayor Minions vacated the Chair and left the meeting at 3:13 pm.

Acting Mayor Paulson assumed the Chair at 3:13 pm.

J. CORRESPONDENCE FOR INFORMATION

1. The Director of Corporate Services summarized correspondence to Council as follows:
 - a. Forest Enhancement Society of British Columbia | Climate Change Heroes
 - b. Ministry of Municipal Affairs | Proposed Legislative Amendments for Bill 26
 - c. Ministry of Municipal Affairs | CleanBC Roadmap to 2030
 - d. Bonita Greening | Burde Street Ponds
 - e. Mike Jones | Secondary Suites and discrepancy between the City's OCP & Zoning Bylaws
 - f. Randy Fraser | Questions regarding the Hammer Throw Landing Area

K. REPORT FROM IN-CAMERA

1. **Director of Corporate Services – Results & Award of RFPs No. 015, 016, 017 & 018-21 in support of the City's unsheltered homeless**
The Director of Corporate Services provided a report informing the public of the City's award of four Request for Proposals to deliver on a portion of the grant funds received through the UBCM Strengthening Communities' Services Fund to provide services in support of unsheltered homeless.

L. COUNCIL REPORTS

1. *MOVED AND SECONDED, THAT the Council reports outlining recent meetings and events related to the City's business, be received.*
CARRIED

M. NEW BUSINESS

1. **Provincial Announcement | Old Growth Deferral**
MOVED AND SECONDED, THAT Council directed staff to prepare a letter to the province requesting that the City be provided the opportunity to partner and provide input into the Old Growth Deferral strategy process.
CARRIED
2. **Harbourview Apartments | Status Report**
MOVED AND SECONDED, THAT Council directed staff to provide Council with a status report for the Harbourview Apartments [3118 Argyle St.].
CARRIED

N. QUESTION PERIOD

Wendy Kerr

Questions relating to local long-term care homes, break and enter statistics, street lighting and emergency services calls.

Mike Butler | Optimus Group

Requested Council's input as public relations representative for the San Group's proposed Burde Street development.

Cheryl McLean

Questions pertaining to the provincial vaccine mandate.

Lisa Hagan

Questions related to the allocation of COVID-19 recovery funds received from senior government and vaccine mandates.

MOVED AND SECONDED, THAT Council reconvene its Special In-Camera meeting at 3:48 PM.

CARRIED

O. ADJOURNMENT

MOVED AND SECONDED, THAT the meeting adjourn at 3:49 PM.

CARRIED

CERTIFIED CORRECT

Mayor

Corporate Officer



CITY OF
PORT ALBERNI

RECEIVED

OCT 08 2021

CITY OF PORT ALBERNI

DELEGATION APPLICATION

CONTACT INFORMATION: (please print)

Full Name: Bill Collette Organization (if applicable): Alberni Valley Chamber of Commerce
Street Address: 2533 Port Alberni Highway Phone: 2507246535
Mailing Address: same Email: bill@albernichamber.ca
No. of Additional Participants:
[Name/Contact Information] 1 (Anita Sutherland)

MEETING DATE REQUESTED: November 22/21

PURPOSE OF PRESENTATION: (please be specific)

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

Summary of McLean Mill activities to this point in 2021 (Anita supported by Bill)\

Requested Action by Council (if applicable):

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.

Bill Collette

Digitally signed by Bill Collette
Date: 2021.10.08 15:29:16 -0700

October 8/21

Signature:

Date:

OFFICE USE ONLY:

Scheduled Meeting Date: Nov. 22, 2021

Date Approved: Oct. 14, 2021

Applicant Advised: Oct 14, 2021

Approved: (Deputy City Clerk)

[Signature]

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

File #

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*.

ENTERED

D.2



CONTACT INFORMATION: (please print)

Full Name: Dave Grant Organization (if applicable): PA Inter. Twinning Society

Street Address: 3306 Waterfern Drive Phone: [REDACTED]

Mailing Address: Port Alberni, V9Y 0A5 Email: [REDACTED]

No. of Additional Participants:

[Name/Contact Information] Lisa Aylard, Laurie Money

MEETING DATE REQUESTED: Nov. 22, 2021

PURPOSE OF PRESENTATION: (please be specific)

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

35th Commemoration of Port Alberni & Abashiri Sister Cities

Presentation to the Mayor & City Council of historical documents

Requested Action by Council (if applicable):

Affirmation & commemoration of Port Alberni-Abashiri 35th Sister City documents previously signed

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.

D. Grant

Signature:

Nov. 16, 2021

Date:

OFFICE USE ONLY:

Approved: (Deputy City Clerk)

Scheduled Meeting Date:

Date Approved:

Applicant Advised:

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*.

ENTERED

D.B.

35 Years of Friendship Port Alberni – Abashiri Sister Cities

Brief History:

- Feb. 9, 1986 – 16 member group & Mayor Trumper visited Abashiri to sign the Sister City Agreement
- March 3, 1986 – first student delegation came to Port Alberni
- May 1986 – Mayor Ando, Kouban Obayashi & Mayor Trumper sign the Sister City Agreement in Port Alberni
- Aug. 1986 – first Port Alberni student delegation went to Abashiri
- Sept. 1987 – first long-stay Abashiri Student Program started
- May 26, 1996 – Reaffirmation in Port Alberni

Over the years there were 19 student delegations from Abashiri & 11 from Port Alberni; numerous city meetings resulting in long-time friendly relationships

- Cultural exchanges
- Home stay student and teacher exchanges
- gymnastics, hockey, choirs, totem poles
- Tsunami support of \$18,000
- Abashiri Echo Centre
- Canada garden at the Museum of Northern People
- Garden at Rollin Art Centre
- Totem pole at Harbour Quay
- Sister City sign at the Chamber of Commerce Building

Celebrating 35 years

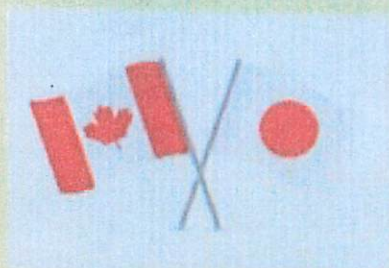
Abashiri – Dec. 20-26: Exhibition at Abashiri Echo Centre

- commemorative plaque
- Port Alberni/Canada Week
- History of the Sister City Relationship

Port Alberni considerations/proposals

- letter to Abashiri commemorating 35 years
- commemorative plaque
- commemorative garden at Harbour Quay
- Sister City sign to Harbour Quay /
- Port Alberni/Abashiri week (2022)
- display of Abashiri gifts to Port Alberni at museum
- update Sister City website

Historical Documents presentation



カナダ ポートアルバーニ市 & 日本 網走市 姉妹都市交流のあゆみ

The History of Our Sister City Relationship
PORT ALBERNI, CANADA AND ABASHIRI, JAPAN

1986

2月/February

シリアン・トランパー市長らポートアルバーニ市からの交流訪問団一行10名が来網。
9日に姉妹都市提携調印を行いました。

A ten member group, including Mayor Gillian Trumper, visited Abashiri.

The Sister City Agreement was signed on February 9th.



3月/March

網走市から小学生一行77名がポートアルバーニ市を訪問。教育交流事業が始まりました。

To commence the Student Exchange Program the first student delegation from Abashiri, a group of 77 students and teachers, visited Port Alberni.

1986

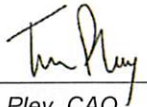


Port Alberni Garden



July 2019 - Museum Northern Peoples
P.A. visit

Date: November 15, 2021
File No: 5330-20-TS
To: Mayor & Council
From: T. Pley, CAO
Subject: Award of RFP #020-21 | Construction Manager: Port Alberni Train Station

Prepared by:  W. Thorpe Director of Parks, Recreation and Heritage	Supervisor: T. PLEY T. Pley, Chief Administrative Officer	CAO Concurrence:  T. Pley, CAO
---	--	---

RECOMMENDATION

That Council for the City of Port Alberni award proposal #020-21 | Construction Manager: Port Alberni Train Station, to MKM Projects Ltd., in the amount of \$27,500 plus GST and 7% of the Construction Costs (estimated at \$23,000), with funds coming from the 2021/2022 Capital Plan – Train Station project.

PURPOSE

To seek Council's direction in awarding proposal #020-21 | Construction Manager: Port Alberni Train Station.

BACKGROUND

At Council's Regular meeting held March 22, 2021 Council received a report which provided options and financial impacts related to proceeding with the Community Economic Recovery Infrastructure Program [CERIP] grant funding and potential needs for overall funding for the Train Station project and resolved as follows:

MOVED AND SECONDED, "THAT Council amend the scope of work associated with the City's application to the Community Economic Recovery Infrastructure Program for the Train Station Project as follows:

- *Structural upgrades to meet the BC Building Code for improved seismic performance and fire safety;*
- *Increased energy performance from the installation of new insulation and doors;*
- *Install new roofing and moisture controls to eliminate leaking and water damage; and*
- *Electrical and mechanical upgrades including heating system upgrades for improved efficiencies*

FURTHER, that Council amend the "City of Port Alberni Financial Plan 2021 – 2025, Bylaw No. 5023" by allocating \$590,000 to the 2021/2022 Capital Plan – Train Station project." CARRIED | Res. No. 21-65

The Train Station project budget includes an amount of \$46,948 for project management and project-related professional fees. As such, a public request for proposal (#020-21) for a Construction Manager for the City-owned Train Station was issued in October 2021. Proposals were received and opened in public at City Hall on November 5, 2021.

Summarized results of the one submission received:

Proponent	Proposal Price (+ GST)
MKM Projects Ltd.	\$27,500 + 7% of Construction Costs

ALTERNATIVES/OPTIONS

1. Council supports engaging a Construction Manager for the Train Station project and approves award of proposal #020-21 to MKM Projects Ltd.
2. Council directs staff to reissue the RFP with amended criteria.
3. Council does not award RFP at this time.

ANALYSIS

A Construction Manager for the Train Station project will provide expertise specific to this work ensuring that the City's interests are addressed, and will act as a liaison between staff and construction sub-contractors.

IMPLICATIONS

Given that the scope of work is significant, that the Train Station is a historic facility and work must be completed within specific standards and guidelines, not engaging a Construction Manager could result in the City not achieving the desired outcomes which are the preservation of the heritage aspects of the Train Station and a leasable building.

COMMUNICATIONS

As the Train Station is a historic facility, staff will work closely with the proponent to ensure all work is completed in alignment with the Standards and Guidelines for the Conservation of Historic Places in Canada.

BYLAWS/PLANS/POLICIES

This tender process aligns with Council's *2019-2023 Corporate Strategic Plan* and the priority of "Provide and maintain quality services".

SUMMARY

Per City of Port Alberni Purchasing Policy, an award of professional services proposals over \$50,000 in value, even with pre-existing budget approval, must be approved by Council. Staff recommend that Council for the City of Port Alberni award proposal #020-21, Construction Manager: Port Alberni Train Station, to MKM Projects Ltd. for \$27,500 + 7% of construction costs (a total of approximately \$50,500), with funds coming from the 2021|2022 Capital Plan – Train Station project.

ATTACHMENTS/REFERENCE MATERIALS

- *City of Port Alberni Purchasing Policy [ref.]*
- *2019-2023 Corporate Strategic Plan [ref.]*

C: A. McGifford, Director of Finance

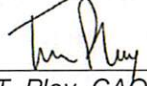
Date: November 15, 2021

File No: 2240-20-WCSTA

To: Mayor & Council

From: T. Pley, Chief Administrative Officer

Subject: Three Stream Waste Collection Agreements | ACRD & Recycle BC

Prepared by: A. McGIFFORD <i>Director of Finance</i>	Supervisor: T. PLEY <i>CHIEF ADMINISTRATIVE OFFICER</i>	CAO Concurrence:  <i>T. Pley, CAO</i>
---	--	--

RECOMMENDATION[S]

- THAT Council authorize the Mayor and the Corporate Officer to enter into a 'Three-Stream Waste Collection Service' agreement with the Alberni-Clayoquot Regional District, for a three-year term beginning January 1, 2022 and expiring December 31, 2024 for the purpose of collecting curbside recycling materials within the City.
- THAT Council authorize the Mayor and the Corporate Officer to enter into the Master Services Agreement with Recycle BC, for a three-year term beginning January 1, 2022 and expiring December 31, 2024 for the purpose of collecting curbside recycling materials within the City.

PURPOSE

To enter into agreements with the Alberni-Clayoquot Regional District [ACRD] and Recycle BC for the collection of curbside recycling materials and associated works within the City boundary.

BACKGROUND

On September 13, 2021 the City assumed the curbside recycling collection as part of the new three-stream waste collection service. The ACRD continued to receive Recycle BC funding for eligible residences within the City of Port Alberni until December 31, 2021. Now the City must enter into a contract directly with Recycle BC to receive compensation for collecting recycling effective January 1, 2022.

The attached agreement details the responsibilities of the City and the ACRD for recycling within the City boundary. The ACRD will continue to provide educational services to residents within the City boundary as well as provide services for the consolidation and transport of the recyclable material to its designated receiving facility in Chemainus. The funding provided by Recycle BC for educational services will be transferred to the ACRD and the costs for consolidation and transport will be paid by the City to the ACRD from the operational collection funding. The remaining funding will be paid to the City for the operational collection of materials.

ALTERNATIVES/OPTIONS

1. That Council authorize the Mayor and the Corporate Officer to enter into the 'Three-Stream Waste Collection Service Transition' agreement with Alberni-Clayoquot Regional District and Recycle BC.
2. That Council request amendments to the agreements prior to execution.
3. That Council provide alternate direction.

ANALYSIS

Recycle BC provides \$33.40 per household per year for the operational costs of collecting residential recycling as well \$0.75 per household per year for education services. There are approximately 6,670 eligible households within the City of Port Alberni resulting in a monthly value of approximately \$18,565 for operational costs and \$415 for educational services. The estimated costs for the ACRD to consolidate and transport recycling is estimated to be \$5,000 per month [still working out the logistics and is lower than reported in September 2021]. This will result in an estimated monthly revenue of approximately \$13,565 to the City for the curbside collection of recycling.

IMPLICATIONS

To provide continued and uninterrupted service between the City, Recycle BC and the ACRD the agreement must be executed prior to January 1, 2022.

COMMUNICATIONS

Staff will continue to communicate with ACRD staff to coordinate and deliver services as outlined within the agreement.

BYLAWS/PLANS/POLICIES

"Solid Waste Collection and Disposal Bylaw No. 5030, 2021".

SUMMARY

- The ACRD currently holds the contract with Recycle BC to collect recycling within the City boundary.
- A three-stream waste collection system began on September 13, 2021 with the City assuming recycling collection within City boundaries.
- The ACRD will continue to provide educational services to residents within the City boundary as well as provide services for the consolidation and transport of the recyclable material to its designated receiving facility in Chemainus.
- The City will be required to enter into an agreement with the ACRD and Recycle BC beginning January 1, 2022 to December 31, 2024 to continue providing the recycling services for eligible properties in the City boundaries.

ATTACHMENTS/REFERENCE MATERIALS

- *Draft 'City of Port Alberni Three-Stream Waste Collection Service Agreement'*

THIS AGREEMENT MADE IN DUPLICATE THIS ____ day of _____, 2021.

BETWEEN:

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

(hereinafter called "**the City**")

AND:

ALBERNI-CLAYOQUOT REGIONAL DISTRICT (ACRD), a Regional District duly incorporated under the laws of the Province of British and having an office at 3008 5th Avenue, Port Alberni, Province of British Columbia, V9Y 2E3

(hereinafter called "**the Region**")

This Agreement shall be known as the "**City of Port Alberni Three-Stream Waste Collection Service Agreement** "

WHEREAS the City has expanded its curbside waste service to include residential collection of 3-streams of waste including recycling, organics and garbage;

AND WHEREAS the Region has discontinued the collection of curbside residential recycling collection within City boundaries and accepts all 3 streams of waste delivered by City collection trucks at the AVL;

AND WHEREAS the Region will continue to provide solid waste education service within the City.

NOW THEREFORE, in consideration of the mutual covenants and other considerations recited below, the parties agree as follows:

1. Definitions

- 1.1 "Alberni Valley" means the area covered by the jurisdiction of the City of Port Alberni as well as Sproat Lake, Beaver Creek, Cherry Creek and Beaufort Electoral areas.
- 1.2 "AVL" means the Alberni Valley Landfill located at 7080 McCoy Lake Road in Port Alberni.
- 1.3 "City of Port Alberni" means the area covered by the jurisdiction of the City of Port Alberni;

- 1.4 "City Solid Waste Collection Staff" means the incumbents in the City's employment that fulfill the position titled "Solid Waste Collection Operators", which are responsible for the collection of curbside garbage, recycling and organics;
- 1.5 "City Collective Agreement" means the prevailing collective agreement in place between the City and the Canadian Union of Public Employees Local 118;
- 1.6 "City Supervisor" means the Manager of Operations;
- 1.7 "Curbside Collection Services" means the removal of garbage, recyclable material, organics or all three waste streams, by the City;
- 1.8 "Curbside Collection Schedule" means the days on which the Curbside Collection services are provided to Eligible Residences in the Garbage Collection Area;
- 1.9 "Eligible Residences" means a residential premise within the City, but does not include multiple residential premises;
- 1.10 "Residential Premises" means a building containing not more than three dwelling units;
- 1.11 "Regional Organics Coordinator" means the incumbent in an employment position titled "Organics Coordinator " at the Region;
- 1.12 "Regional Supervisor" means the Region's Solid Waste Manager;
- 1.13 "Regional Collective Agreement" means the prevailing collective agreement in place between the Region and the Canadian Union of Public Employees Local 118.

2. Services provided by the City:

- 2.1 The City will provide the necessary equipment and labour to collect recycling from all eligible residences within the City boundary.
- 2.2 The City will deliver collected recyclable materials to the designated recycling tipping area at the AVL within regular operating hours.
- 2.3 The City will provide reporting to the ACRD on a weekly basis, based on the Lateral Innovation on-board truck software, that includes customer information relating to contamination related incidents, to help support the Region education and enforcement efforts.

3. Services provided by the Region:

- 3.1 The Region will provide the necessary equipment and labour required to consolidate and transport the curbside recyclable materials from the AVL to the receiving facility, as designated by Recycle BC, and currently located at 9401 Trans-Canada Hwy, Chemainus, B.C.
- 3.2 The Region will provide education services to the residents within the City to inform them of how to use the 3-stream program.
- 3.3 The Region will perform curbside waste composition audits at in-scope residential properties, located in randomly selected neighborhoods within the City, to assist in developing effective education campaigns.

4. Payment:

- 4.1 The City will be paid by Recycle BC for the collection of recycling per eligible residence as well as for the education of eligible residences within the City of Port Alberni.
- 4.2 The City will retain the revenues for educational services.
- 4.3 The Region will recover the costs to consolidate and transport the recyclable material to the receiving facility through quarterly invoicing to the City for these services.

5. City Covenants

- 5.1 Provided that the City Supervisor determines that the City's operational needs can be met, the City will make the City Solid Waste Collection Operators available for educational and engagement purposes, with Regional staff, when requested by the Regional Supervisor.
- 5.2 The City assumes all risk and agrees to indemnify and hold the Region harmless, and to defend the Region against and from any claims, damages, costs, liabilities, expenses (including, without limitation, court costs and attorneys' fees), or demands of whatsoever nature arising from the actions of the services provided by the City as described in Section 2 of this agreement.

6. Region Covenants

- 6.1 The Region will provide the Organics Coordinator on an as-needed basis to provide project management assistance, manage education services and provide operational support.

- 6.2 The Region will provide the Alberni Valley Waste Education Coordinator on an as-needed basis to provide solid waste collection education services to the City's staff.
- 6.3 The Region assumes all risk and agrees to indemnify and hold the City harmless, and to defend the City against and from any claims, damages, costs, liabilities, expenses (including, without limitation, court costs and attorneys' fees), or demands of whatsoever nature arising from the actions of the services provided by the Region as described in Section 3 of this agreement.

7. Mutual Covenants:

- 7.1 The City Supervisor and Regional Supervisor shall use their best efforts to mutually coordinate and provide resource sharing when needed.

8. Term of Agreement:

- 8.1 The term of this Agreement shall be from the 1st day of January 2022 to the 31st day of December 2024.
- 8.2 Notwithstanding Section 8.1 above, if a dispute arises between the parties concerning the interpretation or performance of the obligations for which a dispute cannot be resolved informally or by mediation, either party may terminate the Agreement following thirty days written notice.

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

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

THE CORPORATE SEAL OF THE
ALBERNI-CLAYOQUOT REGIONAL DISTRICT
WAS HEREUNTO
AFFIXEDIN THE
PRESENCE OF:

CITY OF PORT ALBERNI
By its authorized signatories:

Mayor

Corporate Officer

ALBERNI-CLAYOQUOT REGIONAL DISTRICT by its authorized signatories:

Chairperson

Chief Administrative Officer

Date: November 12, 2021
File No: 0390-01
To: Mayor & Council
From: T. Pley, Chief Administrative Officer
Subject: **BCEDA | 2022 BC Economic Summit | Authorize Councillor Registration**

Prepared by: <i>SARA DARLING</i> Deputy City Clerk	Supervisor: <i>[Signature]</i> DIRECTOR OF CORPORATE SERVICES	CAO Concurrence: <i>[Signature]</i> T. Pley, CAO
--	--	--

RECOMMENDATION[S]

THAT Council authorize Mayor Minions and Councillors Haggard, Paulson and Poon to participate in the annual BC Economic Development Association's [BCEDA] '2022 BC Economic Summit: Reconciliation and Resiliency - A Future for BC.' taking place as a hybrid event April 3-5, 2022 with authorization to include reimbursement of expenses incurred as per City Policy No. P6 – Travel Expense Policy.

PURPOSE

For Council to authorize the registration of Mayor Minions and Councillors Haggard, Paulson and Poon to participate in the BCEDA's 2022 BC Economic Summit via a hybrid model from April 3-5, 2022.

BACKGROUND

Held on an annual basis, the BCEDA Summit provides relevant and timely economic development information to assist communities in charting a path forward for a healthy and sustainable economic future.

Mayor Minions and Councillors Haggard, Paulson and Poon expressed interest in participating in the Summit and while the City's Travel Expense Policy authorizes members of Council to attend AVICC and UBCM, members of Council wishing to participate in additional conferences requires authorization on the part of Council.

ALTERNATIVES/OPTIONS

1. That Council authorize Mayor Minions and Councillors Haggard, Paulson and Poon's participation in the BCEDA annual Summit.
2. In addition to Mayor Minions and Councillors Haggard, Paulson and Poon Council may wish to authorize other members of Council to participate.
3. That Council provide alternate direction.

ANALYSIS

Option 1- As the Summit is being offered as a hybrid event, costs vary dependent on virtual or in-person registration. At this time, three proposed registrants have elected the in-person option at \$595.00 per registrant and one has elected the virtual option at the cost of \$425.00 per registrant.

At the writing of this report approximately \$42,992.97 remains in Council's 2021 Travel and Development fund and while the 2022 – 2026 Five-Year Financial Plan has yet to be adopted, Council has allocated \$52,551.00 to fund 2022 Council and Travel Development.

As the Summit location is 'to be determined' associated travel costs are not identified at this time.

Option 2 – Council may wish to authorize additional members of Council to participate in the Summit given the affordable registration fees and the option of virtual attendance.

Option 3 – It is Council's prerogative to either support and/or deny the attendance of Council members at a particular conference/convention outside of those identified in the City's *Travel Expense Policy No. P6*. When considering an item based on policy, Council is encouraged to consider the merits of the conference and development being offered and how City representation will contribute to the betterment of the City.

IMPLICATIONS

Financial implications associated with participation in the Summit is \$595 per in-person registrant and \$425 per virtual registrant. The balance of Council's 2021 Travel and Development fund at the writing of this report is approximately \$42,992.67. Council has allocated \$52,551.00 to fund 2022 Council and Travel Development.

COMMUNICATIONS

n/a

BYLAWS/PLANS/POLICIES

In accordance with City policy [*P6 – Travel Expense Policy*], Council attendance/participation outside of AVICC and UBCM requires a resolution of Council. In this instance, the Summit is being held as a hybrid model with the in-person location to be determined and therefore with the exception of registration fees, other expenses are not able to be determined at this time. However, given the current Council Travel and Development fund balance of \$42,992.67 and the \$52,551.00 allocated for 2022, funds are available to cover the cost of travel and accommodations once conference location has been determined.

The request also aligns with Council's Strategic Priorities, in particular, No. 2 | Enable the new economy, Goal 2.4 "the community has a strategy that effectively encourages investment and sustainable growth". Council's representation at this Summit will assist in identifying current and future implications to local government as the community navigates the pandemic and positions for long-term success.

SUMMARY

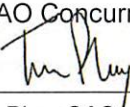
Mayor Minions and Councillors Haggard, Paulson and Poon have expressed interest in participating in the BCEDA Annual Economic Summit being held via a hybrid model April 3-5, 2022. Costs associated with participating vary from \$425 to \$595 dependent upon the model participants choose. Based on the current Council Travel and Development fund balance of \$42,992.67 and the \$52,551.00 allocated for 2022, funds are available for registrants to participate either virtually or in-person. Participants will benefit from relevant and timely economic development information to assist the City in charting a path forward for a healthy and sustainable economic future.

ATTACHMENTS/REFERENCE MATERIALS

1. *P6 – Travel Expense Policy [ref.]*
2. *2019-2023 Corporate Strategic Plan [ref.]*

C: A. McGifford, Director of Finance

Date: November 15, 2021
File No: 0390-01
To: Mayor & Council
From: T. Pley, CAO
Subject: Authorize Council Registration | Truck Loggers Convention January 12 – 14, 2022 | Vancouver

Prepared by: <i>S. DARLING</i> <i>Deputy City Clerk</i>	Supervisor: <i>T. SLONSKI</i> <i>DIRECTOR OF CORPORATE SERVICES</i>	CAO Concurrence:  <i>T. Pley, CAO</i>
---	---	--

RECOMMENDATION[S]

THAT Council authorize Mayor Minions and Councillors Corbeil and Haggard to attend the Truck Loggers Association Convention & Trade Show taking place on January 12, 13 & 14, 2022 in Vancouver, BC with authorization to include reimbursement of expenses incurred as per City Policy No. P6 – Travel Expense Policy.

PURPOSE

For Council to authorize the registration of Mayor Minions and Councillors Corbeil and Haggard to attend the Truck Loggers Association Convention & Trade Show – ‘Firmly Planted. Standing Strong’ taking place on January 12 – 14, 2022 at the Westin Bayshore, Vancouver, BC.

BACKGROUND

The Truck Loggers Association hosts a convention and trade show in January of each year. This annual event attracts international, national and regional attention and provides delegates with the opportunity to hear from forest professionals, contractors and policy makers in the development and collaboration of new ideas and prospects associated with the industry.

City Policy No. P6 – Travel Expense Policy requires authorization by Council as it pertains to members of Council attending a conference/convention other than AVICC and UBCM. In an effort to take advantage of reduced registration fees associated with early registration, and the fact that there was not an opportunity to obtain Council’s authorization in advance of moving forward with timely registration, staff have made registration arrangements for Mayor Minions and Councillors Corbeil and Haggard who expressed an interest in attending. Mayor Minions, and Councillors Corbeil and Haggard will be travelling together in an effort to keep expenses to a minimum.

ALTERNATIVES/OPTIONS

1. That Council authorize the attendance of Mayor Minions and Councillors Corbeil and Haggard at the Truck Loggers Convention taking place mid January 2022 in Vancouver, BC.
2. That Council authorize the attendance of Mayor Minions and Councillors Corbeil and Haggard, and/or additional members of Council at the Truck Loggers Convention.
3. That Council provide alternate direction.

ANALYSIS

Option 1 - At the writing of this report approximately \$42,992.97 remains in Council's 2021 Travel and Development fund and while the 2022 – 2026 Five-Year Financial Plan has yet to be adopted, Council has allocated \$52,551.00 to fund 2022 Council and Travel Development.

As the Truck Loggers Association Convention & Trade Show takes place early in the New Year, Council has yet to expend any funds allocated to Council's Travel and Development fund for the 2022 year. Should Council wish to authorize Mayor Minions and Councillors Corbeil and Haggard's attendance at this convention, staff estimate total costs to be \$6,600.00. This estimate includes convention registration [x3], three-nights accommodation [x3], ferry charges, per-diem [x3] and vehicle mileage.

Option 2 – As a cost saving measure, Council may wish to authorize the Mayor **OR** a member of Council to attend the Truck Loggers Association Convention & Trade Show.

Option 3 – It is Council's prerogative to either support and/or deny the attendance of Council members at a particular conference/convention outside of those identified in the City's Travel Expense Policy No. P6. When considering an item based on policy, Council is encouraged to consider the merits and how City representation at this convention will contribute to the betterment of the City.

In order to take advantage of the early bird registration deadline, Mayor Minions and Councillors Corbeil and Haggard have been registered to attend this convention. At the writing of this report, cancellations are permitted should they be required further to Council's direction. With the exception of convention registration, no other expenses have or would be incurred should Council withhold authorization.

IMPLICATIONS

Financial implications associated with Mayor Minions' and Councillors Corbeil and Haggard's attendance at the Truck Loggers Convention are estimated to be approximately \$2,200.00 per person which includes convention registration, accommodation, per diem, ferry charges and vehicle mileage. Councillor Corbeil may have the opportunity to have some convention expenses covered through the Safety Advisory Foundation for Education and Research for which Councillor Corbeil will operate a booth at the convention trade show. Should this occur, the City will recover those expenses.

COMMUNICATIONS

n/a

BYLAWS/PLANS/POLICIES

In accordance with City policy [P6 – Travel Expense Policy], Council attendance outside of AVICC and UBCM requires a resolution of Council authorizing attendance.

In addition, this request falls in line with Council's Strategic Priorities, in particular, No. 2 | Enable the new economy, Goal 2.4 "the community has a strategy that effectively encourages investment and sustainable growth". Council's representation at this convention, will contribute to its work in identifying and implementing strategies that will leverage growth within the City in light of the ongoing challenges facing our current economy and the forestry sector.

SUMMARY

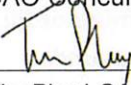
The Truck Loggers Association Convention & Trade Show is an annual convention which brings together leaders in the forestry industry. Given the challenges the City currently faces as it relates to this economic driver representation by City Council at this particular convention will certainly lend itself in identifying new opportunities and strategies that may breath new life into the forestry sector within the City of Port Alberni.

ATTACHMENTS/REFERENCE MATERIALS

1. *P6 – Travel Expense Policy*
2. *2019 – 2023 Corporate Strategic Plan*

C: *A. McGifford, Director of Finance*

Date: November 15, 2021
File No: 5330-20-WTTP_Lagoon
To: Mayor & Council
From: T. Pley, CAO
Subject: City of Port Alberni Wastewater Treatment Facility Upgrade Loan Authorization Bylaw No. 5038, 2021

Prepared by: <i>A. McGIFFORD</i> Director of Finance	Supervisor: <i>T. PLEY</i> CHIEF ADMINISTRATIVE OFFICER	CAO Concurrence:  Tim Pley CAO
--	--	---

RECOMMENDATION

- THAT "City of Port Alberni Wastewater Treatment Facility Upgrade Loan Authorization Bylaw No. 5038, 2021", be now introduced and read a first time.
- THAT "City of Port Alberni Wastewater Treatment Facility Upgrade Loan Authorization Bylaw No.5038, 2021", be read a second time.
- THAT "City of Port Alberni Wastewater Treatment Facility Upgrade Loan Authorization Bylaw No. 5038, 2021", be read a third time.

PURPOSE

For Council to consider three readings to "City of Port Alberni Wastewater Treatment Facility Upgrade Loan Authorization Bylaw No. 5038, 2021" to enable borrowing from the Municipal Finance Authority of BC [MFABC] and approved in the Financial Plan for the Wastewater Treatment Facility [WWTF] upgrade.

BACKGROUND

At the Regular Council meeting on September 7, 2021 Council received the updated WWTF project cost estimate. The borrowing amount required has increased to \$8.5 million [amended in the 2021-2025 Financial Plan], from \$5.68 million. The WWTF upgrade project received \$18.1 million in grant funding. The current total cost to complete the project is \$41 million.

ALTERNATIVES/OPTIONS

Debt secured through MFABC must go through the following process [see attached flow chart].

- Loan authorization bylaw drafted and Council gives it three readings
- Provincial review and statutory approval by the Inspector of Municipalities (6-8 weeks)
- Approval of the electors (if applicable, 8-11 weeks)
- Adoption of the bylaw by the Council
- Challenge period (1 month)

-
- Provincial review and certificate of approval by the Inspector of Municipalities (2-4 weeks)
 - Municipal Council passes security issuing resolution and agreement (if applicable)
 - Regional district drafts security issuing bylaw
 - Provincial review of the security issuing bylaw and certificate of approval by the Inspector of Municipalities (2-4 weeks)
 - Security issuing by the Municipal Finance Authority

In March and September of each year, MFABC will fund client loan requests which have undergone all appropriate approval processes. The deadline for regional districts to submit Security Issuing bylaws to the Ministry of Municipal Affairs for a Certificate of Approval are typically six weeks before these meetings. The entire process may take up to 3 to 4 months to complete.

The Sewer Reserve could have been used to lower borrowing by \$500,000. Staff's recommendation in September of this year was to preserve a portion of the Reserve in order to provide the availability of funds to undertake projects required in the Liquid Waste Management Plan.

IMPLICATIONS

Should Council not move forward with the proposed Loan Authorization bylaw, the City would not be in a position to borrow the necessary funds required to complete the project.

COMMUNICATIONS

None at this time.

BYLAWS/PLANS/POLICIES

- *Draft – City of Port Alberni Wastewater Treatment Facility Upgrade Loan Authorization Bylaw No. 5038, 2021*

SUMMARY

- The City of Port Alberni requires \$8.5 million in borrowing to complete the WWTF in 2022.
- In order to secure funds, the City is required to undertake a process that includes coordination and approval from the Ministry of Municipal Affairs, the ACRD and MFABC.

ATTACHMENTS/REFERENCE MATERIALS

- *Draft – City of Port Alberni Wastewater Treatment Facility Upgrade Loan Authorization Bylaw No. 5038, 2021*
- MFABC - Loan Authorization Bylaw Procedures - flowchart

**CITY OF PORT ALBERNI
LOAN AUTHORIZATION BYLAW NO. 5038, 2021**

**A Bylaw to Authorize Borrowing to
Construct the 'Wastewater Treatment Facility Upgrade | Somass Estuary
Environmental Stewardship Project'**

WHEREAS Council has deemed necessary the Waste Water Treatment Facility Upgrade | Somass Estuary Environmental Stewardship project,

AND WHEREAS the estimated cost of construction the Waste Water Treatment Facility Upgrade & Somass Estuary Environmental Stewardship project including expenses incidental thereto is the sum of Forty-One Million Dollars (\$41,000,000);

AND WHEREAS Six Million, Eight Hundred Ninety-Five Thousand, Two Hundred and Ten Dollars (\$6,895,210) is the amount to be expended from the grant funding Agreement through the Clean Water and Wastewater Fund for treatment of wastewater and enhancement of the Somass Estuary and Eleven Million, Two Hundred Thousand Dollars (\$11,200,000) is the amount to be expended from the grant funding Agreement through the General Strategic Priorities Fund for treatment of wastewater;

AND WHEREAS the previous borrowing for the Waste Water Treatment Facility and Somass Estuary Environmental Stewardship projects including expenses incidental thereto, is the sum of Nine Million, Nine Hundred and Fifty Thousand Dollars (\$9,950,000);

AND WHEREAS Eight Million and Five Hundred Thousand Dollars (\$8,500,000) is the amount of debt intended to be borrowed by this bylaw.

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

1. The Council is hereby empowered and authorized to undertake and carry out or cause to be carried out the construction of Waste Water Treatment Facility Upgrade and Somass Estuary Environmental Stewardship [restoration of estuarine habitat] generally in accordance with general plans on file in the municipal office and to do all things necessary in connection therewith and without limiting the generality of the foregoing:
 - a. To borrow upon the credit of the municipality a sum not exceeding Eight Million and Five Hundred Thousand Dollars (\$8,500,000) to complete construction of treatment facilities as may be requisite or desirable for or in connection with the construction of the said upgrade to the sewage lagoons and estuary.
2. The maximum term for which the debentures may be issued to secure the debt created by this bylaw is thirty (30) years.

3. This bylaw may be cited as **"City of Port Alberni Wastewater Treatment Facility Upgrade Loan Authorization Bylaw No. 5038, 2021"**.

READ A FIRST TIME THIS DAY OF , 2021.

READ A SECOND TIME THIS DAY OF , 2021.

READ A THIRD TIME THIS DAY OF , 2021.

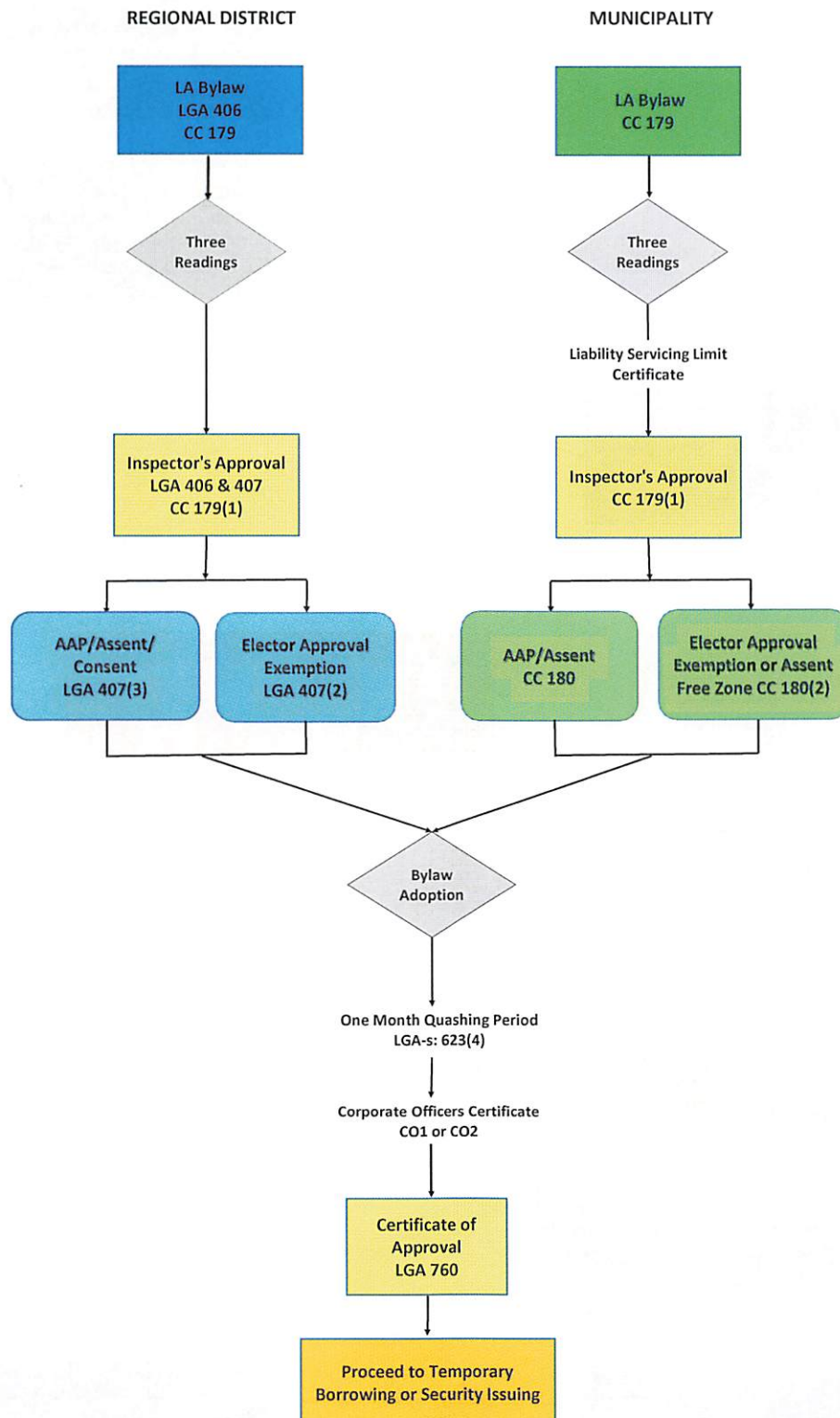
RECEIVED the approval of the Inspector of Municipalities this , day of , 20 .

ADOPTED THIS DAY OF , 20 .

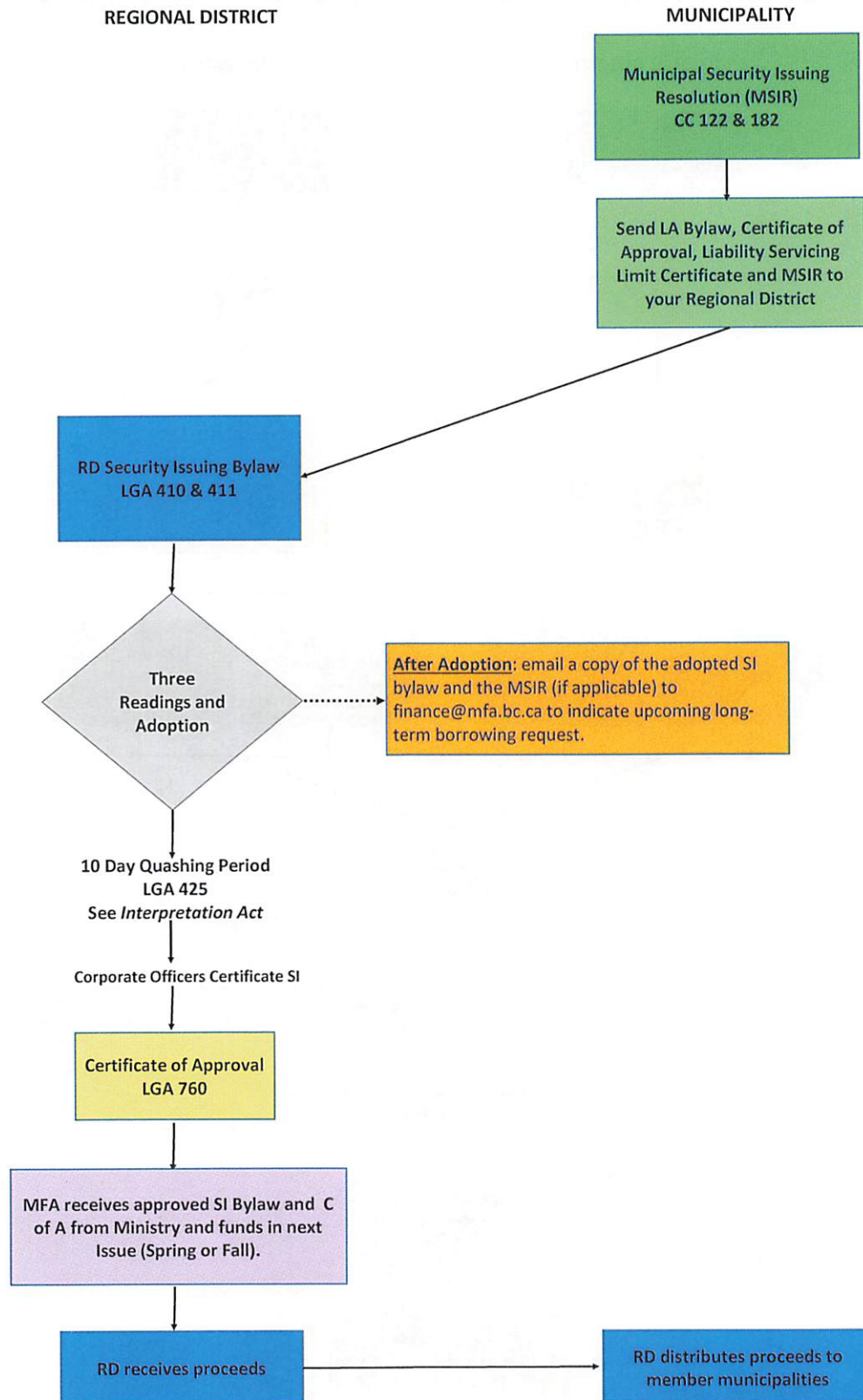
Mayor

Corporate Officer

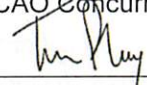
Loan Authorization Bylaw Procedures



Security Issuing Procedures



Date: November 15, 2021
File No: 3900-20-5023-1
To: Mayor & Council
From: T. Pley, CAO
Subject: City of Port Alberni 2021-2025 Financial Plan Amendment Bylaw No. 5023-1

Prepared by: <i>A. McGIFFORD</i> Director of Finance	Supervisor: <i>T. PLEY</i> T. PLEY, CHIEF ADMINISTRATIVE OFFICER	CAO Concurrence:  Tim Pley CAO
--	---	---

RECOMMENDATION

- THAT Council authorize staff to amend "City of Port Alberni 2021-2025 Financial Plan Bylaw No. 5023," by allocating \$30,000 to the Alberni Clayoquot Regional District's Alberni Valley Aquatics Facility – Funding of Feasibility Study in 2021 with monies to be taken from the City's Parks and Recreation Reserve Fund.
- THAT the "City of Port Alberni 2021-2025 Financial Plan Amendment Bylaw No. 5023-1" be introduced and read a first time.
- THAT the "City of Port Alberni 2021-2025 Financial Plan Amendment Bylaw No. 5023-1" be read a second time.
- THAT the "City of Port Alberni 2021-2025 Financial Plan Amendment Bylaw No. 5023-1" be read a third time.

PURPOSE

For Council to formally receive the request from the ACRD that the City contribute \$30,000 to the Alberni Valley Aquatics Facility Feasibility Study, provide direction to staff, and consider three readings to the "City of Port Alberni 2021-2025 Financial Plan Amendment Bylaw No. 5023-1".

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 reflects more accurate budget projections for operations and capital. The amendments noted on pages 2 and 3 of this report have been approved by Council in the form of a resolution made throughout the 2021 calendar year and are included here for Council's reference.

RCM June 28th

THAT Council authorize staff to amend the City's "Five Year Financial Plan Bylaw 2021 – 2025, Bylaw No. 5023, by increasing the City's Equipment Replacement Reserve Fund [ERRF] in the amount of \$18,452 for the purpose of purchasing two new dump trucks.

CARRIED | Res. No. R21-152

THAT Council authorize staff to amend the City's "Five Year Financial Plan Bylaw 2021 – 2025, Bylaw No. 5023, by increasing the City's Equipment Replacement Reserve Fund [ERRF] in the amount of \$15,018 for the purpose of purchasing a new Refuse Truck.

CARRIED | Res. No. R21-154

THAT Council authorize staff to amend the City's "Five Year Financial Plan Bylaw 2021 – 2025, Bylaw No. 5023," by increasing the City's Equipment Replacement Reserve Fund [ERRF] in the amount of \$38,970 for the purpose of purchasing a new truck.

CARRIED | Res. No. R21-156

RCM July 26th

THAT Council authorize staff to amend the City's "Five Year Financial Plan 2021-2025, Bylaw No.5023", by allocating monies from the General Operating Reserve in the amount of \$51,922 for the purpose of funding the Harbour Quay Clock Tower Remediation.

CARRIED | Res. No. R21-172

RCM September 7th

THAT Council authorize staff to amend the City's "Five-year Financial Plan 2021-2025, Bylaw No.5023" by allocating \$55,000 from the operating reserve for the design and construction of the intersections at 10th Avenue and Redford Street and 10th Avenue and Dunbar Street.

CARRIED | Res. No. R21-206

THAT Council direct staff to amend the "Five-year Financial Plan Bylaw 2021-2025, Bylaw No.5023" as follows: allocates an annual expenditure of \$1.3M starting in 2022 towards Combined Sewer Overflow separation.

- i. *reallocate sewer funding from "Small Capital Main Replacements" for the installation of monitoring equipment at the four Combined Sewer Overflows in the amount of \$68,000 with additional consideration during the 2022-2026 budget process for increasing the ongoing annual sewer operation and maintenance budget by \$6,000 to maintain the equipment.*
- ii. *reallocate \$8,000 of sewer funding from the "Small Capital Main Replacements" for the installation of signage at the four outfalls and the creation of a webpage to support the public notification process for Combined Sewer Overflow events in order to meet annual Provincial and Federal reporting requirements.*
- iii. *reallocate the entire \$80,000 of sewer funding from the "sewer crawler" for the purpose of engaging an engineering firm to prioritize the Combined Sewer Overflow separation projects for the next 5 years with a conceptual strategy for completion of the CSO separation in the next 50 years.*

CARRIED | Res. No. R21-208

THAT Council amend the City's "Five Year Financial Plan 2021-2025, Bylaw No. 5023", to reflect the purchase of properties with the civic address of 3500 Harbour Road, legally described as Lot 1, District Lot 1, Alberni District and Part of the Bed of the Public Harbour of Alberni, Plan VIP67137 Except Part in Plans VIP68454, VIP69746 and EPP23679 and Lot C, District Lot 1, Alberni District, Plan VIP68454, Except Part in Plan EPP18429; and as referenced in the Purchase & Sale Agreements dated August 6 & 12, 2021 respectively, in the amount of \$5,326,375 plus the net share of property taxes and utilities of \$174,965 for a total purchase price of \$5,501,340 with funding to be taken from the following reserves:

<i>a) Alberni Valley Community Forest Corporation Reserve</i>	<i>\$2,259,346</i>
<i>b) Land Sale Reserve</i>	<i>\$1,691,876</i>
<i>c) Loss on Taxation reserve</i>	<i>\$1,351,000</i>
<i>d) General Reserve</i>	<i>\$ 199,118</i>
	<i>\$5,501,340</i>

CARRIED | Res. No. R21-211

ALTERNATIVES/OPTIONS

1. That Council formally receive the request from the ACRD that the City contribute \$30,000 to the Alberni Valley Aquatics Facility Feasibility Study and consider three readings to the "City of Port Alberni 2021-2025 Financial Plan Amendment Bylaw No. 5023-1".
2. That Council provide alternate direction.

ANALYSIS

Throughout the 2021 calendar year Council has considered and provided direction, by way of formal resolutions, to amend its "City of Port Alberni 2021-2025 Financial Plan Bylaw No. 5023". Prior to December 31, 2021 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. The bylaw also includes the \$30,000 funding amount requested by the ACRD which would represent the City's contribution towards the Alberni Valley Aquatic Facility Feasibility Study. Should Council support the City's contribution to the ACRD in the amount of \$30,000, staff have provided a resolution for Council's consideration in advance of considering readings to the amending bylaw.

IMPLICATIONS

The financial impact of the changes to general operating expenses nets to zero for 2021. There is no tax impact for any of these amendments within the 2021 year.

COMMUNICATIONS

Not applicable.

BYLAWS/PLANS/POLICIES

- *City of Port Alberni 2021-2025 Financial Plan Bylaw No. 5023*
- *City of Port Alberni 2021-2025 Financial Plan Amendment Bylaw No. 5023-1*

SUMMARY

The amendment is provided to consolidate all changes made through Council resolution in 2021 within the 2021-2025 Five Year Financial Plan.

ATTACHMENTS/REFERENCE MATERIALS

1. *City of Port Alberni 2021-2025 Financial Plan Amendment Bylaw No. 5023-1*
2. *Letter from the ACRD dated March 11, 2021*

**CITY OF PORT ALBERNI
BYLAW NO. 5023-1**

**A BYLAW TO AMEND THE CITY OF PORT ALBERNI 2021-2025 FINANCIAL PLAN
BYLAW No. 5023**

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:

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

1. That "City of Port Alberni 2021 – 2025 Financial Plan Bylaw No. 5023" is hereby amended by deleting Schedule 'A' in its entirety and substituting the amended 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 2021-2025 Financial Plan Amendment Bylaw No. 5023-1" and shall become effective upon adoption.

READ A FIRST TIME THIS DAY OF, 2021.

READ A SECOND TIME THIS DAY OF, 2021.

READ A THIRD TIME THIS DAY OF, 2021.

FINALLY ADOPTED THIS DAY OF, 2021.

Mayor

Corporate Officer

SCHEDULE A TO BYLAW NO. 5023

 CITY OF PORT ALBERNI CONSOLIDATED FINANCIAL PLAN 2021-2025					
	2021	2022	2023	2024	2025
Revenue					
Taxes					
Property Taxes	24,675,478	25,901,092	26,727,718	27,566,050	28,802,719
Other Taxes	742,700	747,850	752,950	754,850	765,000
Grants in Lieu of Taxes	219,980	219,980	219,980	219,980	219,980
Fees and Charges					
Sales of Service	4,266,355	4,028,250	4,111,346	4,229,077	4,295,481
Sales of Service/Utilities	7,194,710	7,455,151	7,734,215	7,959,070	8,145,087
Service to other Government	100,000	101,000	102,010	103,030	104,060
User Fees/Fines	264,280	266,380	268,522	270,707	272,935
Rentals	145,500	146,700	147,900	147,900	147,900
Interest/Penalties/Miscellaneous	736,775	736,775	736,775	736,775	736,775
Grants/Other Governments	3,826,291	1,107,340	1,107,340	1,107,340	1,107,340
Other Contributions	360,000	156,715	106,715	90,000	90,000
	<u>42,532,069</u>	<u>40,866,973</u>	<u>42,015,471</u>	<u>43,184,779</u>	<u>44,687,277</u>
Expenses					
Debt Interest	495,316	495,316	495,316	495,316	615,784
Capital Expenses	19,210,807	8,207,807	12,136,861	5,128,758	5,282,521
Other Municipal Purposes					
General Municipal	4,334,841	4,489,080	4,559,862	4,623,757	4,710,034
Police Services	7,755,495	7,888,797	8,132,695	8,285,470	8,531,993
Fire Services	3,905,782	4,008,050	4,105,032	4,206,972	4,310,587
Other Protective Services	265,516	268,082	270,645	273,085	274,878
Transportation Services	4,123,080	4,212,424	4,326,553	4,420,996	4,542,241
Environmental Health and Development	3,044,741	2,894,798	2,943,067	3,021,548	3,036,978
Parks and Recreation	5,224,206	6,062,174	6,232,629	6,478,544	6,433,590
Cultural	1,426,629	1,458,538	1,479,415	1,510,762	1,542,833
Water	1,760,669	1,821,331	1,814,697	1,876,512	1,888,819
Sewer	1,379,906	1,397,507	1,416,790	1,435,179	1,438,126
Contingency	2,536,000	200,000	200,000	200,000	200,000
	<u>55,462,988</u>	<u>43,383,021</u>	<u>48,113,562</u>	<u>41,956,900</u>	<u>42,808,385</u>
Revenue Over (Under) Expenses Before Other	<u>(12,930,920)</u>	<u>(2,516,047)</u>	<u>(6,098,091)</u>	<u>1,227,879</u>	<u>1,878,893</u>
Other					
Debt Proceeds	8,500,000	-	3,000,000	-	-
Debt Principal	(476,634)	(476,634)	(476,634)	(476,634)	(476,634)
Transfer from Equipment Replacement Reserve	2,058,385	2,173,804	589,674	1,307,654	1,820,050
Transfer from Land Sale Reserve	-	-	-	-	-
Transfer from Cemetery Trust	2,000	2,000	2,000	2,000	2,000
Transfer from (to) Other Reserves	2,827,168	816,877	2,983,051	(2,060,900)	(3,224,309)
Transfer from (to) Surplus	20,000	-	-	-	-
	<u>12,930,919</u>	<u>2,516,047</u>	<u>6,098,091</u>	<u>(1,227,880)</u>	<u>(1,878,893)</u>
Balanced Budget	<u>(0)</u>	<u>(0)</u>	<u>(0)</u>	<u>(0)</u>	<u>(0)</u>



March 11, 2021

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

Attention: Tim Pley, Chief Administrative Officer

Dear Tim,

Re: Alberni Valley Aquatics Facility – Funding of Feasibility Study

The Alberni Valley and Bamfield Services Committee considered the attached report on February 25th, 2021. At that time, the Committee requested inclusion of a feasibility study for an Alberni Valley Aquatics Facility in the 2021-2025 Financial Plan. The rural area directors were concerned about the land and improvement apportionment method, which is required in a Regional District proposed service, and the impacts to their areas.

At the ACRD Committee of the Whole meeting on March 10th, 2021 meeting staff presented a further report (also attached) that outlined what the tax requisition by area would be if the apportionment method was 50% population and 50% land and improvements. In order to consider population density and the range of assessed values in the Alberni Valley, the ACRD request a \$30,000 contribution from the City of Port Alberni for the feasibility work related to the development of an Alberni Valley Aquatic Facility – Proposed Service. The remaining \$70,000 budgeted in 2021 will be apportioned by land and improvement between the proposed ACRD participants.

The feasibility study will provide the opportunity for Alberni Valley Communities to undertake an informed conversation to determine its future needs for an aquatic facility.

If you have any questions, please feel free to contact me.

Sincerely,

Douglas Holmes, BBA, CA, CGA
Chief Administrative Officer

cc: Sharie Minions, Mayor, CPA
John Jack, Chair, ACRD



REQUEST FOR DECISION

To: Alberni Valley and Bamfield Services Committee

From: Douglas Holmes, CAO

Meeting Date: February 25, 2021

Subject: Replacement of the Echo Aquatic and Fitness Centre

Recommendation:

That the Alberni Valley & Bamfield Services Committee recommend the inclusion of \$100,000 for the feasibility study of an Alberni Valley Aquatics Center – Proposed Service in the Draft 2021-2025 Financial Plan for consideration by the Board of Directors.

Desired Outcome:

To engage the Alberni Valley communities to undertake an informed conversation to determine its future needs for an aquatic center.

Summary:

The Echo Aquatic Centre is very near the end of its service life. Stakeholders from the Alberni Valley including most of the elected officials have expressed their wish to cooperatively examine its replacement through conversations with the communities who benefit from this amenity. To provide for this, the Board will need to identify resources for this purpose.

Background:

On December 4th, 2019, elected leaders from the Alberni Valley gathered to continue discussions related to the replacement of the pool in Port Alberni.

The consultant's summary of that meeting is attached. The conclusions by the parties for next steps were as follows:

- undertaking in 2020 a full feasibility study, cost-shared by the Alberni Valley jurisdictions, on a new, sub-regional aquatic facility service
- engaging the broader Alberni Valley community in discussions on a new facility as part of the feasibility study exercise

Examining the undertaking of these steps was delayed by the COVID-19 Pandemic and staff shortages. While the ACRD is still in the process of filling its staff positions, the Board will want to consider its ability to continue this community conversation. Employing consultant support will still typically take significant staff time so, if the Board proceeds with this approach, staff will work to assign as much of this process as possible to external resources.

Time Requirements – Staff & Elected Officials:

Significant time will be required to conclude on cost recovery and governance and to engage the community.

Financial:

Prior to performing any specific research, an estimate of the cost to prepare order-of-magnitude budgets for construction and operation of pool options and engage the broader community to inform the way forward is \$100,000. An apportionment based on the Alberni Valley participants is as follows:

PARTICIPANT	BCAA CODE	2021	% SHARE	REQUISITION
		CONVERTED VALUES		
PORT ALBERNI		\$ 347,198,989	56.29%	\$ 56,286
AREA B		\$ 17,291,438	2.80%	\$ 2,803
AREA D		138,633,981	22.47%	\$ 22,475
AREA E		55,597,425	9.01%	\$ 9,013
AREA F		58,120,811	9.42%	\$ 9,422
		\$ 616,842,644	100.00%	\$ 100,000

Further participation from Treaty and Non-Treaty First Nations was discussed at the two meetings on this topic and could affect apportionment.

Strategic Plan Implications:

Strategy 5.3 under “Partnerships and Alignment” includes the target of engaging resources in Spring 2021 for community engagement with respect to the Alberni Valley Aquatic Centre.

Policy or Legislation:

The Local Government Act allows for the broad definition of services including locally customized options for cost apportionment and governance. The Act also allows participants to requisition for the purposes of examining the feasibility of a service.

Options Considered:

- Do not proceed at this time. This option is available but could leave the community without a pool for several years if, when the existing pool fails, there is no plan underway to replace it. The Board would also need to adjust its strategic plan targets, specifically in Strategy 5.3.
- Request feasibility funding from the City of Port Alberni. The Alberni Valley participants have articulated their intention undertake a full feasibility study that is cost-shared by the Alberni Valley jurisdictions. The City of Port Alberni has paid for the two facilitated sessions that have taken place thus far.

Submitted/
Approved by:



Douglas Holmes, BBA, CPA, CA, Chief Administrative Officer



INFORMATION REPORT

To: Committee of the Whole

From: Teri Fong, CPA, CGA, Chief Financial Officer

Meeting Date: March 10, 2021

Subject: Alberni Valley Aquatics Facility – Funding of Feasibility Study

Desired Outcome:

To engage the Alberni Valley communities to undertake an informed conversation to determine its future needs for an aquatic center.

Summary:

At the February 25, 2021 Alberni Valley & Bamfield Services Committee meeting, Directors passed a resolution recommending that the Alberni-Clayoquot Regional District Board of Directors include a proposed Alberni Valley Aquatics Facility service in the 2021-2025 Draft Financial Plan. At this meeting, staff advised Directors that the only option for funding a “proposed service” is based on converted land and improvements. Apportionment based on an alternate method, such as 50% based on population and 50% based on land and improvements, can only be considered when establishing a service, not a “proposed service”.

Since that meeting, staff have identified an alternative funding option for this “proposed service” that may be considered to address the higher concentration of population in the City of Port Alberni and the higher assessed values of Area ‘D’ Sproat Lake. In this option, the ACRD would request \$30,000 from the City of Port Alberni in addition to the apportionment of \$70,000 to the areas based on converted land and improvements. The financial impacts by area of this option is as follows:

PARTICIPANT	EXAMPLE OF APPORTIONMENT BASED ON 50% POP. & 50% L&I	100% REQUISITION BASED ON CONVERTED	\$30K FROM CPA PLUS REQ OF \$70K	DIFFERENCE FROM 100% L&I
PORT ALBERNI	\$ 63,351	56,286	\$ 69,401	\$ 13,114
AREA B	\$ 2,284	2,803	\$ 1,962	-\$ 841
AREA D	\$ 15,561	22,475	\$ 15,732	-\$ 6,742
AREA E	\$ 10,223	9,013	\$ 6,309	-\$ 2,704
AREA F	\$ 8,581	9,422	\$ 6,596	-\$ 2,827
TOTAL	\$ 100,000	\$ 100,000	\$ 100,000	\$ 0

The \$30,000 has been used in this example as it creates a requisition amount for Area 'D' Sproat Lake that is comparable to the amount that would result if \$100,000 had been apportioned on the 50% population and 50% converted land and improvement. A different direct contribution amount could be considered if desired by the Board.

Consultation with City of Port Alberni staff and possibly Council may be required, but if the Directors would like staff to explore this option then the following motion would be required:

That the Committee of the Whole request a \$30,000 contribution from the City of Port Alberni for the feasibility work related to the development of an Alberni Valley Aquatics Facility – Proposed Service with the remaining \$70,000 budgeted in 2021 to be apportioned by land and improvements between the proposed participants.



Submitted by: _____

Teri Fong, CPA, CGA, Chief Financial Officer



Approved by: _____

Douglas Holmes, BBA, CPA, CA, Chief Administrative Officer



RECEIVED

NOV 04 2021

CITY OF PORT ALBERNI

November 3, 2021

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

File # 0230-01

Sharie Minions, Mayor
City of Port Alberni
4850 Argyle Street
Port Alberni, BC V9Y 1V8

Dear Mayor Minions and Council,

We are writing to inform you that our 1-800-SUICIDE, 310-6789 Mental Health line, and local distress lines are in jeopardy.

After almost a decade of working closely with the Province to ensure crisis lines can provide skilled and effective 24/7 crisis service for all British Columbians, the Province has decided to dramatically increase funding and centralize the technology to allow all crisis centres across the province to support one another's call. That's good news.

And there's bad news. Because funding will be increasing, the Province has informed the Crisis Line Network that they will put all crisis line services to competitive bid through a Request for Proposals (RFP). This means crisis centres across the province will be preparing proposals to bid on the contracts we have historically held at a time when demand on our services is at an all-time high.

The RFP process will delay our transition by many months and raises the possibility that crisis services could be taken over by a private corporation.

As Crisis Centres, we are keenly aware of the importance of responding to the record-breaking number of British Columbians, including your constituents, who need us to answer their call when they are in distress. We are ready to grow.

We request you formally engage the Minister of Mental Health and Addictions and the Minister of Health to stop the ongoing process to put these crisis services out to tender. Any delay of our important work in our communities and the risk of for-profit operators taking over would jeopardize ongoing access to crisis services.

Additional information has been included in an attached brief.

We invite you to reach out to us. We serve the same folks you represent. Their lives matter.
Their well-being is our top priority.

In good health,



Elizabeth Newcombe
Executive Director
Vancouver Island Crisis Society
250-753-2495
elizabeth@vicrisis.ca



NOV 04 2021

CITY OF PORT ALBERNI



October 27, 2021

Brief: Save BC's Crisis Lines

Every 3 minutes, someone in BC receives life-saving support from a Crisis Line Network centre. We are eager to get to work serving more British Columbians as a core part of the Province's community-based non-profit sector.

The BC Crisis Line Network, comprised of ten local crisis centres from around BC, answer calls to 1-800-SUICIDE, 310-6789 Mental Health, and regional distress lines. We have worked collaboratively and tirelessly to provide lifesaving crisis de-escalation services, suicide risk assessment, and strengths-based collaborative safety planning and follow-up to vulnerable British Columbians across the province.

Crisis lines are a highly integrated component of mental health services within the regional health authorities. We partner with mental health teams to provide after-hours support to the community, conduct outreach calls through the opioid crisis program, and provide suicide prevention training to emergency services, front line workers, and youth.

We have good news: After almost a decade of working closely with the Province to advocate for the technological infrastructure and funding to meet the rising demand for our services, the Province has decided to dramatically increase funding and centralize the technology to allow all crisis centres across the province to support one another's calls.

And we have bad news: Because funding will be increasing, the Province has informed the Crisis Line Network that they are required that all crisis line services to competitive bid through a Request for Proposals (RFP). This means crisis centres across the province will be preparing proposals to bid on the contracts we have historically held at a time when demand on our services is at an all-time high.

When opening up contracts for bid would significantly disrupt essential services, contracts can and should be awarded directly to the crisis centres who have collectively invested 515 years of dedicated and integrated high-quality service.

The Province's decision to initiate competitive bidding delays our ability to answer the calls of desperate British Columbians by months. This move also raises the possibility of privatizing crisis services across the province, raising clear privacy concerns, service quality concerns, and separating crisis services from the essential support role they play in local 911 and hospital diversion.

RFPs notoriously favour large, for-profit private corporations who have teams of professionals crafting proposals and can afford to under-bid to win contracts. After they have secured contracts, they can cut costs to increase profits, reduce liability by referring at-risk callers to 911, and upsell clients by referring them to other profit-generating services they don't always need. In comparison, non-profit crisis centres bring social and economic value to our communities, train countless staff and volunteers in life-saving mental health support skills, and safely de-escalate 99.5% of our calls.

The COVID-19 pandemic has put incredible pressure on crisis services. Today, our crisis centres continue to receive 50% more calls compared to pre-pandemic call volumes. The BC Government's plans to put crisis centre contracts out for tender is the wrong approach, and comes at the wrong time. **At this critical time we need to keep our focus on service delivery, avoid disruption to the crisis sector, and get to work serving British Columbians in distress.**

ABOUT CRISIS CENTRE SERVICES

The ten centres that make up our Crisis Line Network collectively have 515 years experience providing crisis line services in our communities. We hold accreditation specific to crisis intervention and suicide prevention. We work closely and collaboratively with each other to provide lifesaving crisis de-escalation, suicide risk assessment, and strengths-based collaborative safety planning and follow-up to vulnerable British Columbians.

Crisis Lines Impact

In 2020/21, we:

- Provided 2.5 million minutes of life-saving and life-changing support.
- Saved British Columbian taxpayers approximately \$10.4 million and significantly reduced stress on police and hospital services during a pandemic by diverting 7,099 interventions from 911; 16,251 interventions by in-person Crisis Response Teams, and 50,901 emergency Mental Health Worker engagements.
- Safely de-escalated 99.5% of all calls through strengths-based collaborative safety planning and follow-up support aligned with internationally recognized better practices.
- Supported 2,283 opioid-related calls, over 6,000 addiction contacts and close to 18,000 calls where suicide was the primary concern.

Role in Mental Health Services

Crisis lines are highly integrated in regional health authority mental health services. The risk of privatization is a risk to the stability and coherence of our mental health system

- The Crisis Centre of BC is after hours support for the Access and Assessment Centre at Vancouver General Hospital.
- The Vancouver Island Crisis Society and Interior Crisis Line Network handle public access to Mental Health Crisis Response Services, including ten Mobile Crisis Response Teams across BC.
- The Fraser Health Crisis Line is a formal component of Fraser Health's response to the Opioid Crisis, partnering with the Fraser Health Substance Use Services Access Team and completing after hour outreach calls to at-risk clients at the request of MHSU clinicians.
- All Crisis Centres provide suicide prevention training to emergency services, police, teachers, counsellors, teachers, and youth.

Impact on BC Labour

- Crisis Centres provide jobs for over 110 staff members and opportunities for over 550 volunteers, many of whom go on to become our doctors, teachers, social workers, police, and other emergency and mental health professionals.
- Crisis centres provide employment opportunities and local crisis expertise in Vancouver, Surrey, Richmond, Nanaimo, Prince George, Kamloops, Kelowna, Trail, Cranbrook, and Williams Lake.

Impact on Students

- Crisis centres are heavily used by students - we've seen a 94% increase in student-aged callers (ages 5-24) on both 1-800-SUICIDE and 310-6789 Mental Health compared with pre-Covid levels, in spite of the introduction of a 24/7 student counselling line.
- 76.5% of volunteer Crisis Line Responders are postsecondary students gaining critical evidence-based training and experience in skilled risk assessment, strengths-based collaborative safe planning and internationally recognized better practices in suicide prevention, intervention, postvention
- 450+ students are trained each year as volunteer Crisis Line Responders in communities across BC, many of whom go on to become our doctors, teachers, social workers, police, and other emergency and mental health professionals
- 238 reference/referral letters will be sent out this year with even more verification requests

Impact on Seniors

- Seniors make up 41.1% of the people who identify their age on the crisis line.
- Crisis centres supported over 36,000 seniors in 2020/21.
- 76% of seniors prefer reaching out for support by phone than by text, chat, or video conference.

For more information contact

Stacy Ashton, Executive Director

Crisis Centre BC – Vancouver

sashton@crisiscentre.bc.ca

604-340-9727

Member of the BC Crisis Line Network



RECEIVED

NOV 05 2021

CITY OF PORT ALBERNI

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

File # Rcm - Nov 22, 2021
6220-01

November 3, 2021.

Mayor Sharie Minions
City of Port Alberni
4851 Argyle Street
Port Alberni, B.C., V9Y 1V8

Dear Mayor Minions:

I am writing to you Madam Mayor and Port Alberni Councillors with a very saddened heart.

In 2020, the Health Care Workers from the hospital, home support, assisted living and long-term care facilities, were considered Heroes. Hearts were displayed all over town; drums were sounded at 7pm to demonstrate to the world their heroic feat and people cheered to these folk. Now, the same workers are being told they cannot work because they choose not to take an Experimental Injection which the government calls – Covid-19 Vaccine. Has the whole world gone mad? Where is the critical thinking?

I am a casual member of the Hospital Employees Union. This week many of my colleagues, brothers, sisters, friends, are losing their jobs. The government is making the Experimental Injections mandatory or not allowed to work. This is deplorable. The very Heroes of yesterday are now being blackmailed into taking an injection under threat. They do not consent. I do not consent.

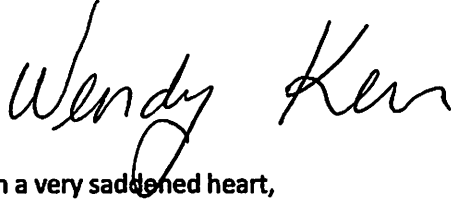
Many of these medical practitioners are reluctant to accept this Experimental Injection and it makes me wonder WHY? Does this not make you question this narrative as well? As an elected official, you work for ALL the people of Port Alberni, hence, is it not time to ask questions as to the logic of this action.

The local hospital and home support services have been working tirelessly with short staff for years without complaint. Staff go without breaks; stay late hoping relief comes in so they can go home and then, the pandemic was declared and these so-called Heroes who worked double shifts, worked on their days off, did not see their families and did not complain, are being advised they will not be able to work unless they get injected.

They were there for your families when you could not be. I feel we should be so grateful that we forgive student loans and do what we can for these Heroes. Never could I have imagined that the government would demand they become injected with an experimental so-called vaccine or be unable to work.

City Council, and you, Mayor Minions, need to support these people – these citizens – these Heroes. I ask for you to take action and start speaking up for all the Health Care Professionals

and stand up and say NO to these ongoing public Health Mandates. Please feel free to contact me if you would like to talk further and listen to my concerns.

A handwritten signature in black ink that reads "Wendy Kerr". The signature is fluid and cursive, with the first name "Wendy" and the last name "Kerr" clearly distinguishable.

With a very saddened heart,
Wendy Kerr, Port Alberni, [REDACTED]

Cc: Councillor Ron Corbeil
Councillor Debbie Haggard
Councillor Ron Paulson
Councillor Helen Poon
Councillor Cindy Sold
Councillor Dan Washington
Editor susa Quinn, Alberni Valley News



Wednesday, October 6, 2021
7:00pm → Sproat Lake Community Hall
Minutes

Attending:
Bert Simpson
Bill Collette
Dan Washington
Gareth Flostrand
Ken Watson
Nancy Blair
Pam Craig
Penny Cote
Willa Thorpe (staff)

Regrets:
Ed Ross
Colin Schult

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

File # 0230-20-AVMHC *RCM - Nov 22*

1. Called to order: 7:11pm
2. Moved by Pam that the agenda of the October 6, 2021 meeting be approved as circulated.
3. Minutes
 - a. Moved by Ken that the minutes of the June 2, 2021 meeting be approved as circulated.
 - b. Moved by Nancy that the minutes of the September 1, 2021 meeting be approved as circulated.
4. Old Business
 - a. Train Station
 - i. The IHS did a great job of clearing the Train Station and truck bay to enable construction work; the City has paid for storage for the IHS to store and sort artefacts at the Fall Fairgrounds from Sept. 2021 – August 2022
 - ii. The Architect is approaching a prospective contractor on providing a Class B cost estimate for the construction work
 - iii. Staff are developing an RFP for a Construction Manager to liaise between City staff and the sub-contractors
 - iv. With the appetite of contractors returning, Council has confirmed their comfort with going to RFP for prospective tenants, rather than EOI. Staff will be updating the draft RFP for the construction work with the new information (drawings) based on the draft reviewed by Heritage Commission members
 - b. BC Arts Council Grant
 - i. Staff applied for the annual operating grant on September 24, 2021 for the 2022 fiscal year



Wednesday, October 6, 2021
7:00pm → Sproat Lake Community Hall
Minutes

5. Correspondence – none

6. New Business

a. Election of Chair

i. Gareth Flostrand has been elected as Chair by acclamation

7. Reports

a. Museum

- i. The exhibit Body Language: Reawakening Cultural Tattooing of Northwest Coast (circulated by the Bill Reid Gallery) is open and drawing some good attention – we are offering school programs starting October 8, and the exhibit runs until December 11.
- ii. Our next exhibit is Snapshots of Canada an exhibit from the Canadian Museum of History. Paul Henderson scores the winning goal in the 1972 Summit Series. A little boy runs after his father marching off to war. Terry Fox is silhouetted by headlights of a police cruiser on his Marathon of Hope. Exploring unforgettable moments in our history, this travelling exhibition pairs compelling images with texts by well-known authors, journalists and historians. Images ranging from high drama to simple joy are tangible reminders of the triumphs, failures and sacrifices that have shaped our country. This exhibit will run January – April, 2022.
- iii. The first working meeting with the team developing the Alberni Residential School Survivor Memories of George Clutesi project was held September 15 here in Port Alberni.
- iv. Museum staff were busy over the last few weeks working with the IHS to sort, pack and relocate artefacts and items at the train station. As of September 29, the train station is completely empty.
- v. With our new Education Assistant now in place, programming planning has resumed – tours for the Body Language Exhibit and our Pioneer Christmas school program will be offered and some public programming, with additional offerings in the new year.
- vi. Staff continue to work with the Nanaimo Museum and Darrell Ross in repatriating the artefact back to this community.
- vii. Promotional material for the 2022 Heritage Fair will be distributed soon.
- viii. Working with Toronto Film Circuit and Landmark Cinemas to get Film Fest back up and running in January 2022.
- ix. Technology development project – we have reviewed a few systems for touch screen interpretation of collections and are exploring the options of QR codes for personal devices as well as handheld tour systems. We have attended some web-based workshops and info sessions are working now on



Wednesday, October 6, 2021
7:00pm → Sproat Lake Community Hall
Minutes

developing a plan based on selected systems.

b. School District

- i. SD70 2021/22 enrollment up slightly. Many students have returned to in class instruction.
- ii. SD70 Indigenous Education department's monthly newsletter for September had many class room resources for all age groups on the true history of Residential Schools. All schools and classes studied age appropriate Indigenous history to commemorate the National Day of Truth and Reconciliation.
- iii. One Sept 29th 2021, SD70 Pacific Rim held a 'School Renaming Ceremony'. The whole process began six and a half years ago when Trustee Rosemarie Buchanan brought the issue to the Board. She had been contacted by an ADSS graduate, Christopher Stephenson, who had researched the origin of A.W. Neill Elementary School name. It was found that Mr. Neill, a Member of Parliament for Alberni in the 1920's, had very deep racist views against Japanese Canadians. He voted in Parliament to disallow Japanese Canadians the right to vote. He placed a covenant on his property to disallow Asian immigrants to own the property only to work on the property. Neill was also the Indian Agent for Alberni region and supported the operation of Residential Schools. Trustee Buchanan urged the Board of Education several times to change the name of the school. The Board turned to district Policy and rewrote the Policy for naming school district facilities which now strongly suggest not to use names of individuals. The Board took a careful measured consultative approach giving time for the District Partners to fully consider the proposal. The suggestions that came from many students were focused on nature and the environment. It became obvious, that it was fitting to choose the name of a very important river in the Alberni Valley. The Tsuma-as (Somass River) is a resource for the whole community and connects all members of the community. The Tsuma-as carries water and nutrients and provides habitat and food for all who live in the Valley. The Indigenous Peoples of this region relied on Tsuma-as for hundreds of years often referring to it as the 'River of life'. The opportunity to officially announce and celebrate the new name was chosen to be commemorated on the day before the first National Day of Truth and Reconciliation. SD70 Students from all Districts Schools studied and researched the history of Residential Schools to understand the significance of the name change and the day of Sept 30th. The Nations of the Nuu-chah-nulth were on hand to witness the ceremony. The Tseshah and the Hupacasath Nations were important participants in the activities on Sept 29. The ceremony was based



Wednesday, October 6, 2021
7:00pm → Sproat Lake Community Hall
Minutes

on Indigenous protocols. The event was Live streamed and broadcast on Shaw TV.

- iv. On Sept 30th Ucluelet Secondary School Hosted a public showing of a museum quality exhibit, Escaping Residential Schools: Running for Their Lives, from the Legacy of Hope foundation which presented the stories from Residential School Survivors. Each grade grouping had assignments to research and present in the exhibit.

c. Community Arts Council

- i. Rollin Art Centre hours are Tuesday through Saturday 11 a.m. to 4 p.m.
- ii. CURRENT EXHIBIT
October 5 – November 6, 21: CAC Invitation exhibit – various local submissions showcasing works created during the Pandemic time in 2020.
- iii. UPCOMING EXHIBITS
November 13 – December 24 – ARTisan/Mistletoe Market – assorted artists and crafters.
- iv. STAFF
Mary-Ann McGrath hired as of September 9. New job title is Arts Centre Team Member.
- v. REAWAKENING THE ARTS
Collaborative event with Char's Landing, Portal Players and Art Rave others to celebrate a post-pandemic reopening of society and the arts – postponed until next spring and subject to changing circumstances of the pandemic.
- vi. UPCOMING WORKSHOPS
Oct 1 – Eco-Printing/Dyeing on paper and cotton; Oct 2 Indigo Dyeing – Connie Chaplin
Oct 7 and Oct 21 – Two events with Jim Sears, pen and ink/watercolour wash.
- vii. RAFFLES
Tickets are available at RAC for the beautiful “travelling” quilt created by Saturday morning quilting group until the draw 3:00 pm on November 15. \$2 ea. or 3 for \$5; a fundraiser for Rollin Art Centre. Tickets for our Christmas raffle basket will go on sale soon.
- viii. RAC
We hired Alberni Electric to upgrade the electrical panel as the old one was failing and unsafe.
- ix. NEW WEBSITE
New website funded through Launch Online is nearly ready to go Live and will have a link to Shopify.
- x. 2022



Wednesday, October 6, 2021
7:00pm → Sproat Lake Community Hall
Minutes

Planning now for January closure and strategic planning, inventory, etc.;
reopen to public February 1.

xi. BOOK SALE

RAC is once again accepting good condition books. The book sale will be at
the Athletic Hall May 6 and 7.

xii. BOTTLE DEPOT

Reminder that you can benefit Arts Council by taking all your recyclable
beverage containers to the Bottle Depot in clear, plastic recycling bags. At
the machine around the back, key in our phone number 250 724 3412 and
print a label for each bag, then place in one of the bins.

d. Maritime Heritage Society

- i. 1964 Tsunami Exhibit – The update to this permanent exhibit is still
underway and nearing completion. It will be a great improvement to the
original. Thanks again to the AV Museum staff for their help.
- ii. Nahanni/Pelican Project – Weekly work sessions have re-commenced on
Wednesdays 10am to 2pm on this vessel's restoration. Interpretive signage
regarding this project has now been installed. Come on out to help if you
would like to work on this historic WWII boat.
- iii. Language Revitalization Pole- We are very pleased to see that this wonderful
project has now been installed at a great location on the waterfront.
Congratulations to Tim Paul and the other carvers! Thanks also to the San
Group for undertaking installation of the completed pole.
- iv. Maritime Heritage Night Presentations – We are placing these events on
hold until staffing and COVID regulations will allow "real time" meetings
once again.
- v. Teak Lady – This heritage vessel which has a colourful history both in the far
east and the Alberni Valley is now in our compound. Thanks very much to
Bob Cole for his generous donation for this vessel.
- vi. Adopt an Artefact – We will be participating in the AV Museum's Adopt an
Artefact program by adopting the Water Barrel & Dipper from the Lady
Rose.
- vii. Lighthouse Siding Repairs – this iconic facility is now over 20 years old and a
combination of weather and vandalism has caused considerable damage to
the building's "shingle" siding. Particularly on the water side. We are
investigating repair options and potential fundraising sources to undertake
this needed work.
- viii. Board Change – Gareth Flostrand has undertaken the Secretary position on
our Board. Thanks Gareth!



Wednesday, October 6, 2021
7:00pm → Sproat Lake Community Hall
Minutes

- ix. Facility Hours – The Gallery and Lighthouse are currently closed while we make arrangements for staffing going forward. We hope to re-open on a limited winter hours schedule in late October.
- e. Regional District
 - i. UBCM was held virtually
 - ii. Reviewing the region's emergency evacuation plan (traffic flow, travellers, infrastructure)
 - iii. Vancouver Island Regional Library
 - 1. New Executive Director – Ben Heiman (from UBC)
 - 2. Strategic planning should be starting shortly
 - iv. Branch at Echo Centre will receive a \$1 million renovation
- f. Chamber of Commerce
 - i. Our new website came to life mid-September: www.AlberniChamber.ca. Best of all is a much improved Membership experience. Each internal page has a random Member Spotlight feature that highlights one of our 320 members. We are not charging for this (unlike many of our colleagues).
 - ii. With the new site comes the need to completely overhaul the information on file for each of our Members. As such, at this writing we are only at about 40% updated.
 - iii. Chamber continues to work with the Better Buy Port Alberni website and hopes to secure outside funding to improve the program and extend our financial support of those businesses who participate. The Chamber has covered 100% of all costs associated with the website to date.
 - iv. Visitor Centre remains slow though there are some surprising days for us. We are seeing more Americans come through the door and we continue to see a significant number of new residents coming in.
 - v. We are excited to announce plans to host three events in the upcoming few months:
 - 1. Storytelling: Tuesday, November 9th Dog Mountain Brewery. This event will be hosted by the Chamber and Dog Mountain featuring up to five local businesses who wish to tell their story of the past 20 or so months. We also plan to invite a guest speaker from Abbotsford who will speak to the value of group insurance plans for employers/employees. All the more important in these times of staff shortages.
 - 2. Welcome Back Tourism: This event is planned for 3pm – 7pm on Friday, April 29/22. The event will take place on the MV Frances Barkley which we've chartered for a 3 hour sail that day. We will be inviting as many local tourism related businesses as possible.



Wednesday, October 6, 2021
7:00pm → Sproat Lake Community Hall
Minutes

3. Community Excellence Awards: This event is currently planned for Friday, June 17/22 at the McLean Mill. We expect to host most of the event outdoors under tents where possible. We have some really exciting plans in place for this event. Stay tuned!

g. McLean Mill

- i. We've conducted a few events lately including 3 Celebrations of Life with all of them coming to us via strong connections to the site. The most recent was for Jack James (JJ Logging Show). The family was very pleased with the event. Nice to be there and to see the sense of respect and admiration for Mr. James.
- ii. We've also had a couple of recent weddings and we have another booked for later October. At least one booked for November and oddly another is currently booked for January. Feedback thus far has been full marks all around.
- iii. Plans are in place for the Heritage Christmas Village which ended up being cancelled last year just prior to us opening it up for visits. We are cautiously optimistic that we'll be permitted to run the event as we'd imagined it last year. The event is sponsored by: Robbins and Co. here in Port Alberni.
- iv. On the above we have also applied for a grant under the Fairs, Festivals Events Grant program. If successful we'd receive 20% of our budgeted expenses. Our budget does suggest that we'll lose money on the event so the assistance would be most welcome. We should find out by early November.
- v. We are currently planning to place Christmas Lights through the site once again. The light-up will be part of the Heritage Christmas Village experience.
- vi. Both the Chamber and the MM are experiencing similar employment challenges to most of the community. This has resulted in us having to decide to open for fewer days/hours at the MM than anticipated. We are continuing to look for additional HR.

h. City Council

- i. Council extended its endorsement of the City's Guidelines for Temporary Sidewalk Patios and use of the Licence to Occupy agreement until June 1, 2022 and in the interim directed staff to establish criteria that commercial operators would be required to meet in order to be considered permanent.
- ii. Council authorized the Alberni-Clayoquot Regional District to apply to the Union of BC Municipalities Community Resiliency Investment Program, to receive and manage grant funding on behalf of the City of Port Alberni as it relates to increasing our community's resiliency by undertaking community



Wednesday, October 6, 2021
7:00pm → Sproat Lake Community Hall
Minutes

based FireSmart planning and activities that reduce the community's risk of wildfire.

- iii. Council authorized that the \$10,000 allocated in the 2020 Financial Plan for a Western Vancouver Island Industrial Heritage Society [WVIHS] business plan be redirected to allow for WVIHS to first undertake internal organizational changes and external relationship building.
- iv. Council proclaimed the month of October 2021 as 'Community Inclusion Month' and 'Foster Family Month' in Port Alberni.
- v. Effective September 30, 2021 all water restrictions are lifted within the City of Port Alberni.
- vi. The City wishes to acknowledge residents and businesses for their conservation efforts and adherence to the water restrictions during the summer months.
- vii. Council for the City of Port Alberni is looking forward to the return of in-person Council meetings, and barring any change in provincial guidelines, in-person meetings are scheduled to resume at 2:00 pm on October 12, 2021 in Council Chambers at City Hall. The City is committed to following the direction of the Provincial Health Officer and the Province of BC to ensure the health and safety of members of Council, staff and the public. Members of the public who wish to attend meetings of Council, are required to wear a mask.

**WELCOME TO
CONNECT THE
QUAYS PUBLIC
ENGAGEMENT
2021!**

JOIN US AND SHARE YOUR THOUGHTS!
Connect the Quays Pathway Open House
Echo '67 Community Centre
Wednesday, October 6th, 4-7:30 pm

For more information check out
letsconnect.pa.ca/connect-the-quays or call City Hall at 250-720-2830

The poster features a background image of a wooden boardwalk along a body of water at sunset. A circular logo with a green cross and leaves is in the top right corner.



Wednesday, October 6, 2021
7:00pm → Sproat Lake Community Hall
Minutes

- i. Historical Society
 - i. Our great group of dedicated ladies have log in 204 ¾ hrs in September. Between Jan 1 – Sept 30, 2021, the total of volunteer hours is 1651 ¼.
 - ii. Starting Oct. 1, our new hours are Tues – Thurs, 10 am – 3 pm. We will be 4 volunteers per day. Doors will NOT be open to the public. On Fridays, by appointment only, Judy will be on site to help any researcher. The researcher, who must be double vaccinated, will be seated at the door of the archives. If you have a research request, please send us an email at: aadhs1@gmail.com.
 - iii. The Archives is looking into electronic payment for our research time, electronic scans & photocopies. Hopefully our Bank has this opportunity available.
 - iv. Check out the Facebook Page “You knew you grew up in Port Alberni ...”. Each week one of our members Diane Dobson has an article about one of our pioneers, or a place or group that was here in the past. Great reading! Thanks to Glenda Noiles for bringing the research to Diane.
 - j. Industrial Heritage Society
 - i. IHS and logging crew took part in Jack James’ celebration of life
 - ii. All hands on deck to consolidate and downsize the collection in order to vacate the train station that the IHS and volunteers had restored for use back in 1990
 - iii. IHS crew working on chain link compound to store some equipment outside the IHC
 - iv. IHS has retained Lucas Banton to spearhead getting the train back on the tracks
 - k. Community at Large – no report
 - l. Hupacasath First Nation – no report
 - m. Tseshah First Nation – no report
8. Next Meeting
- a. Wednesday, November 3 → 7pm (Tentatively at Rollin Art Centre)
9. Adjourn
- a. Moved by Pam to adjourn the meeting at 8:40pm.

RECEIVED

NOV 09 2021

CITY OF PORT ALBERNI

From: Kathryn Langmead [REDACTED]

Sent: November 8, 2021 1:02 PM

To: Ron Paulson <ron_paulson@portalberni.ca>; Ron Corbeil <ron_corbeil@portalberni.ca>; Helen Poon <helen_poon@portalberni.ca>; Debbie Haggard <debbie_haggard@portalberni.ca>; Dan Washington <dan_washington@portalberni.ca>; Cindy Solda <cindy_solda@portalberni.ca>; Sharie Minions <sharie_minions@portalberni.ca>

Subject: San Group's destruction of Beaver Creek wetlands.

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

File # RCM- Nov 22/21

Hello, how are you and thank you for your time.

I was raised in Port Alberni, did all my schooling there and get back to visit whenever I can. Beaver Creek ponds were a big part of my childhood and I spent many happy hours there, loving the wildlife that these ponds support.

Beavers are keystone species and benefit a wide range of wildlife from insects and amphibians to mammals and birds. Migratory birds stop there to rest and re-fuel. Beavers help to reduce flooding by holding flooding back, to create ponds and to slow the flooding down. Beavers create habitat for wildlife. Ponds are an important source for food, shelter and shade for the small animals that live in the pond.

I recently learned about this proposed project and am horrified at the misanthropic short-sightedness of Port Alberni's politicians who may give a green light for this location. Port Alberni has no shortage of sites upon which to build housing and you choose this?

I was up near the High School and near where Dunn School is recently, and there's lots of land to be had up there. Why are you even thinking about tearing up a pond and destroying habitat when there's so many other options in which to build? Particularly in this time of climate crisis, when we all know the perils of destroying animal habitats, and filling in bogs and ponds, you really should know better. The general public is wide awake to the fact that politicians are not to be trusted and that they'll always follow the path of least resistance and the money to be made from doing so. Why not prove us wrong and do the right thing?

The proposed location for this project makes absolutely no sense. Destroying habitat and wrecking the lives of those that depend on it is madness. Along with all the other animals that depend on it, where will the migratory birds go?

We're all struggling now in the wake of the desecration we've already heaped on the earth, so why would you choose to make it worse?

Housing is important, both for animals and humans but you can very easily choose another location where no one is going to get either hurt or displaced.

Please, don't be lazy. Show yourselves to be critical thinkers, not misanthropes. Put a stop to this corporation who will destroy a beautiful and vital part of the world.

I thank you for listening and look forward to a personalized response.

Best,
Kathryn Langmead

RECEIVED

NOV 10 2021

CITY OF PORT ALBERNI



☒ Council	☐ Economic Development
☒ Mayor	☐ Engineering/PW
☒ CAO	☐ Parks, Rec. & Heritage
☒ Finance	☐ Development Services
☒ Corporate Services	☐ Community Safety
☒ Agenda	☒ Other <i>Corr Summary</i>
File # <u>1855-03</u>	<i>Rec'd Nov 22/21</i>

November 10, 2021

Ref: 116107

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

Dear Mayor Minions and Council:

I am pleased to advise you that the Province is in the process of issuing your municipality's 2021 Grant-in-Lieu of property tax payment by electronic funds transfer. These funds are planned to be transferred to you around November 10, 2021.

Based on the property identified in the attached Grant Payment Details Report, your payment for 2021 is \$54,417.50. 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 \$3,689.42, 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,

Sunny Dhaliwal
Assistant Deputy Minister

Attachment: Grant Payment Details Report

pc: Andrew McGifford, Chief Financial Officer, City of Port Alberni
Email: andrew_mcgifford@portalberni.ca
Timothy Pley, Chief Administrative Officer, City of Port Alberni
Email: timothy_pley@portalberni.ca
Twyla Slonski, Chief Operational Officer, City of Port Alberni
Email: twyla_slonski@portalberni.ca

Assistant Deputy Minister's Office
Real Property Division
Ministry of Citizens' Services

4000 Seymour Place
Victoria BC V8X 4S8

Telephone: (250) 419-8893

Mailing Address:
PO Box 9412
Victoria BC V8W 0N1



Grant Payment Details Report

Fiscal Year 2122

Page 1 of 1

Jurisdiction: 223 - City of Port Alberni

Tax Class	Municipal	Regional Land	Regional Improvements
06 - Business and Other	14.052100	1.022000	1.022000

		Taxable Values								Grant Amounts						
		General					School/Other			Municipal			Regional			
Assessment Roll Number	Tax Class	Location	Address	Land	Improvements	Total	Land	Improvements	Total	Land	Improvements	Total	Land	Improvements	Total	Total GIL
001/2131-04 00	06	Amb Stn Land	4760 Roger St	275,000	1,064,000	1,339,000	275,000	1,064,000	1,339,000	3,864.33	14,951.43	18,815.76	281.05	1,087.41	1,368.46	20,184.22
				275,000	1,064,000	1,339,000	275,000	1,064,000	1,339,000	3,864.33	14,951.43	18,815.76	281.05	1,087.41	1,368.46	20,184.22
001/3964-00 00	06	Crthouse Site	2999 4th Ave	312,000	1,959,000	2,271,000	312,000	1,959,000	2,271,000	4,384.26	27,528.06	31,912.32	318.86	2,002.10	2,320.96	34,233.28
				312,000	1,959,000	2,271,000	312,000	1,959,000	2,271,000	4,384.26	27,528.06	31,912.32	318.86	2,002.10	2,320.96	34,233.28
Totals for 223				587,000	3,023,000	3,610,000	587,000	3,023,000	3,610,000	8,248.58	42,479.50	50,728.08	599.91	3,089.51	3,689.42	54,417.50

Province of British Columbia
Ministry of Citizens' Services



Grant Payment Details Report

Fiscal Year 2122

Report Totals

Taxable Values						Grant Amounts						
General			School/Other			Municipal			Regional			
Land	Improvements	Total	Land	Improvements	Total	Land	Improvements	Total	Land	Improvements	Total	Total GIL
587,000	3,023,000	3,610,000	587,000	3,023,000	3,610,000	8,248.58	42,479.50	50,728.08	599.91	3,089.51	3,689.42	54,417.50

RECEIVED

NOV 15 2021

CITY OF PORT ALBERNI

From: ernie burnett [REDACTED]

Sent: Saturday, November 13, 2021 7:29 PM

To: Twyla Slonski <Twyla_Slonski@portalberni.ca>

Cc: Susie Quinn <Editor@albernivalleynews.com>

Subject: Council direction and decisions

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

File # 0530-01

Letter writer confirmed this letter was to be addressed to Mayor & Council

As a retired taxpayer, I worry about the direction the Mayor and Council have been taking. I am very aware that it is much easier to coach from the sidelines than it is to make decisions from the trenches. However, having said that I wish to speak out about a couple of issues.

First, the proposed acquisition of the Somass Mill property from Western Forest Products Co. In my opinion, this city can not afford that property even if it were left cleaned up, but to pay a huge sum for that property and then have to clean it ourselves is excessive to say the least. If indeed it gets cleaned off, it still it will be rife for tsunami damage This brings to mind the shellacking this city took financially when it took over the site of the plywood mill.

Secondly, the proposed "harbour to harbour walkway". This walkway is a pie in the sky dream of someone who has no interest in balancing the books. It is a nice idea and just maybe we should start an account so that we can afford it some day but we cannot afford it now. This proposed walk will not bring even one dollar to the city. Nobody but nobody will come to Port Alberni to walk that walkway. They may indeed walk it if they come here but they will not come for the purpose of walking it.

If city council wishes to be progressive, then lets spend money where it will be truly beneficial to the city. What comes to mind is the need for a tenth Avenue crossing more than any pie in the sky venture. Port Alberni taxpayers have voted for that crossing years ago but Councils have ignored that mandate. By creating a crossing in that area would serve our emergency vehicles as well ease the traffic snarl at Johnston and Gertrude.

Aside from the above rhetoric, I wrote this council three years ago about getting on the government's back about the condition of the highway only to be told that is the purview of the Regional District. I guess it never occurred to anyone to get on the Regional Districts back to do the same. If we ever want to attract tourists, the present highway will not suffice

Thanks for hearing me out, I appreciate that our system allows me the opportunity to have input.

I remain, Ernest Burnett

[REDACTED]

**COUNCILLOR ACTIVITY REPORT
PRESENTED BY COUNCILLOR RON PAULSON
November 17, 2021**

- 1. November 10/21 – Alberni Clayoquot Regional District Directors Meeting via ZOOM.**
 - a. Delegation – Inspector Eric Rochette on hand to introduce Staff Sergeant, Mike Thompson and to provide Regional District quarterly RCMP calls for service report.**
 - b. Amy Anaka, Planner for the ACRD presented an overview of the Housing Needs Report for Sproat Lake, Beaver Creek Cherry Creek and Beaufort. (The full report can be viewed on the Regional District web page.).**
- 2. November 10/21 – Hospital District Board of Directors Meeting**
 - a. Bamfield reported COVID and Flu Shots continue in progress with supplies being delivered on the Lady Rose Service**
 - b. There is a loss of medical staff across the board due to the vaccine policy.**
 - c. The West Coast General Hospital emergency Room expansion is well under way.**
 - i. Two Million Dollars of local funds are needed to support the project with several large donations being received (\$700,000.00 from two donors for example).**
- 3. November 16/21 – Attended the Alberni Valley Regional Airport Advisory Committee Meeting at the airport.**
 - a. Mark Fortune, Airport Manager conducted a tour of the Airport site with explanation of the airport lease lots and the total of 16 leases presently in place.**
 - i. Large building expansions on the Coulson site to help convert or service their fleet of aircraft.**
 - b. The Alberni Valley Flying Club has expressed an interest in hosting an Airport Open House (Grand opening) in May or June, 2022.**
 - c. Work will proceed to improve road entry signage in 2022.**
 - d. A review of leases and lease rates will take place in 2022.**
 - e. A review of longer term lease/use permits will take place in 2022.**

Council report submitted 16 Nov 2021:

4th Nov 2021 - I attended the virtual meeting of the Air Quality Council. I also had a conversation with the Chair Anna Lewis to refer the letter from a concerned citizen regarding cannabis cultivation odour in the community.

11th Nov 2021 - Along with Mayor Minions, I attended the Remembrance Day ceremonies held at the Field of Honour at Greenwood Cemetery. It was my honour to lay a wreath on behalf of City Hall. We attended the legion after.

Helen Poon
Councillor, City of Port Alberni

November Councillor's Report- Dan Washington.

November 02- Was unable to attend the tour of the Somass Lands due to work commitments.

November 03- Attended the Connect the Quays Pathway Open House at Echo Center. Heard feedback from citizens about the project. Most were positive with suggestions from people who knew the property and had comments.

November 03- Attended the monthly Alberni Valley Museum and Heritage Commission meeting held at the Rollin Art Centre. Special thanks to Nancy Blair from the Community Arts Council for hosting the event. Reports were received by the members. Highlights include that the Museum is currently holding the exhibit "Body Language", Reawakening Cultural Tatting of Northwest Coast- circulated by the Bill Reid Gallery. Exhibit closes December 11. The next exhibit is "Snapshots of Canada" from the Canadian Museum of History. This exhibit will run from January to April 2022. The Museums upper galley re-opened on November 2nd. All catalogue books have been re-installed throughout the Museum.

November 08- Chaired the Audit Committee meeting along with Councillors Corbeil and Solda. Again, thank you to the Director of Finance for stream lining these meetings so they go more smoothly. We had questions from the gallery that Director McGifford was able to answer at the meeting.