
AGENDA - REGULAR MEETING OF COUNCIL
Monday, October 23, 2023 @ 2:00 PM
In the City Hall Council Chambers & Via Video-Conference
4850 Argyle Street, Port Alberni, BC

The following pages list all agenda items received by the deadline [12:00 noon on the Wednesday before the scheduled meeting]. A sample resolution is provided for most items in italics for the consideration of Council. For a complete copy of the agenda including all correspondence and reports please refer to the City's website portalberni.ca or contact Corporate Services at 250.723.2146 or by email corp_serv@portalberni.ca

Watch the meeting live at www.portalberni.ca

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A. CALL TO ORDER & APPROVAL OF THE AGENDA

1. Council for the City of Port Alberni respectfully acknowledges that we are holding our meeting on the unceded traditional territories of Tseshaht and Hupacasath First Nations.
2. Late items identified by Councillors.
3. Late items identified by the Corporate Officer.
4. Notice of Video Recording (live-streaming and recorded/broadcast on YouTube)

That the agenda be approved as circulated.

B. ADOPTION OF MINUTES - Page 6

1. Minutes of the Special meeting held at 9:30 am and Regular Council meeting held at 2:00 pm on October 10, 2023, as presented.

C. DELEGATIONS

D. UNFINISHED BUSINESS

Includes items carried forward from previous Council meetings.

E. STAFF REPORTS

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

1. Accounts

THAT the certification of the Director of Finance dated October 23, 2023, be received and the cheques numbered _____ to _____ inclusive, in payment of accounts totalling \$ _____, be approved.

F. BYLAWS

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

1. **Permissive Tax and Places of Public Worship Exemption Bylaws - Page 12**
Report dated October 16, 2023 from the Deputy Director of Finance requesting Council consideration for final adoption of the proposed bylaws.
 - a. *THAT Council approve the alternative methods of the Permissive Tax Exemption public notice to be 'reasonably equivalent' as based on Section 94.1(3) of the Community Charter.*
 - b. *THAT "Permissive Tax Exemption Bylaw No. 5090, 2023" be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5090.*
 - c. *THAT "Places of Public Worship Exemption Bylaw No. 5091, 2023" be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5091.*
2. **OCP and Zoning Bylaw Amendments | 2780 Burde Street - Page 37**
Report dated October 11, 2023 from the Development Services Planner requesting Council consideration of first and second reading of the proposed bylaws and authorization to advance the bylaws to a Public Hearing.
 - a. *THAT "Official Community Plan Amendment (2780 Burde Street) Bylaw No. 5084" be now introduced and read a first time.*
 - b. *THAT "Zoning Amendment (2780 Burde Street) Bylaw No. 5085" be now introduced and read a first time.*
 - c. *THAT "Official Community Plan Amendment (2780 Burde Street) Bylaw No. 5084" be now read a second time.*
 - d. *THAT "Zoning Amendment (2780 Burde Street) Bylaw No. 5085" be now read a second time.*
 - e. *THAT the amending bylaws be advanced to a Public Hearing on November 13, 2023 at 6:00 pm in City Hall, Council Chambers.*

3. OCP and Zoning Bylaw Amendments | 3690 Loewen Road and 2791 Burde Street

- Page 49

Report dated October 11, 2023 from the Development Services Planner requesting Council consideration of first and second reading of the proposed bylaws and authorization to advance the bylaws to a Public Hearing.

- a. *THAT "Official Community Plan Amendment (3690 Loewen Road and 2791 Burde Street) Bylaw No. 5092" be now introduced and read a first time.*
- b. *THAT "Zoning Map Amendment (3690 Loewen Road and 2791 Burde Street) Bylaw No. 5093" be now introduced and read a first time.*
- c. *THAT "Official Community Plan Amendment (3690 Loewen Road and 2791 Burde Street) Bylaw No. 5092" be read a second time.*
- d. *THAT "Zoning Map Amendment (3690 Loewen Road and 2791 Burde Street) Bylaw No. 5093" be read a second time.*
- e. *THAT the amending bylaws be advanced to a Public Hearing on Monday November 13, 2023 at 6:00 pm in City Hall, Council Chambers*

G. CORRESPONDENCE FOR ACTION

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

1. Alberni Valley Makerspace - Page 63

Letter dated October 16, 2023 from Alberni Valley Makerspace requesting Council provide a letter in support of a grant application.

THAT Council direct staff to prepare a letter of support for Alberni Valley Makerspace to accompany an application to the Rural Economic Diversification and Infrastructure Program, Forest Impact Transition stream in advance of the October 30th deadline.

H. PROCLAMATIONS

I. CORRESPONDENCE FOR INFORMATION

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

1. **Correspondence Summary - Page 67**
 - a. Royal Canadian Legion Alberni Valley Branch 293 | Invitation to Mayor and Council to attend the Remembrance Day Service on November 11, 2023
 - b. Ministry of Education and Child Care | Follow up letter Re: 2023 UBCM Convention Meeting
 - c. FortisBC | Support for Emissions Reduction and Access to Low Carbon Energy
 - d. Ministry of Emergency Management and Climate Readiness | Emergency Management Regulations Workshops and Engagement Opportunities
 - e. Alberni Valley Museum and Heritage Commission | September 6, 2023 Minutes

J. REPORT FROM IN-CAMERA

1. Accessibility Committee

Council releases for public consumption the following:

- a. Approval of the Terms of Reference | Accessibility Committee as provided by the Alberni-Clayoquot Regional District.
- b. Authorization for the Mayor and Corporate Officer to execute an Accessibility Committee & Plan Funding Agreement between the Alberni-Clayoquot Regional District and the City of Port Alberni.
- c. Amendment to the “City of Port Alberni 2023-2027 Financial Plan Bylaw No. 5075, 2023” adding \$15,000 to line “021212 - Corporate Services” from line “29911–Contingency Funds” for 2023 to support creating an Accessibility Plan.
- d. Appointment of Councillor C. Solda, and Councillor D. Dame, as an alternate to represent the City of Port Alberni on the Accessibility Committee, a partnership with the Alberni-Clayoquot Regional District.

2. Alberni Valley Community Forest Board

Council releases for public consumption the appointment R. Corbeil and E. Badesso to the Board of Directors of the Alberni Valley Community Forest Board Corporation.

3. Departmental Reorganization

Council releases for public consumption the approval of the reorganization of the Parks, Recreation and Heritage Department to Parks, Recreation and Culture Department including authorization to amend the “City of Port Alberni 2023-2027 Financial Plan Bylaw No. 5075, 2023” as follows:

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

K. COUNCIL REPORTS

1. Council and Regional District Reports

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

L. NEW BUSINESS

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

1. UBCM Meetings | Recommendation from the October 16th Committee of the Whole Meeting

THAT the Committee of the Whole recommend Council direct staff to prepare letters in follow-up to meetings held during the Union of BC Municipalities Convention held September 11-15, 2023 with the various ministries and agencies as follows:

- *Premier David Eby*
- *Ministry of Education and Child Care*
- *Ministry of Forests*
- *Ministry of Health*
- *Ministry of Housing*
- *Ministry of Jobs, Economic Development and Innovation*
- *Ministry of Mental Health and Addictions*
- *Ministry of Post-Secondary Education and Future Skills*
- *Ministry of Public Safety and Solicitor General*
- *Ministry of Social Development and Poverty Reduction*
- *Ministry of Transportation and Infrastructure*
- *Ministry of Water, Land and Resource Stewardship*
- *BC Emergency Health Services*
- *Island Health*

M. QUESTION PERIOD

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

N. ADJOURNMENT

That the meeting adjourn at PM

MINUTES OF THE IN-CAMERA MEETING OF COUNCIL
MONDAY, October 10, 2023 @ 9:30 AM
City Hall Committee Room | 4850 Argyle Street, Port Alberni, BC

PRESENT: Mayor S. Minions
Councillor D. Dame
Councillor D. Haggard
Councillor C. Mealey
Councillor T. Patola
Councillor C. Solda

Staff: M. Fox, Chief Administrative Officer
S. Smith, Director of Development Services | Deputy CAO
D. Monteith, Director of Corporate Services
W. Thorpe, Director of Parks, Recreation & Heritage
R. Macauley, Deputy Director of Finance

Regrets: Councillor J. Douglas

Call to order: @ 9:30 a.m.

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

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

The meeting was adjourned at 11:00 a.m.

CERTIFIED CORRECT

Mayor

Corporate Officer

MINUTES OF THE REGULAR MEETING OF COUNCIL
Tuesday, October 10, 2023 @ 2:00 PM
In the City Hall Council Chambers & Via Video-Conference
4850 Argyle Street, Port Alberni, BC

Present: Mayor S. Minions
Councillor D. Dame
Councillor D. Haggard
Councillor C. Mealey
Councillor T. Patola
Councillor C. Solda

Absent: Councillor J. Douglas

Staff: M. Fox, Chief Administrative Officer
D. Monteith, Director of Corporate Services
S. Smith, Director of Development Services | Deputy CAO
J. MacDonald, Director of Infrastructure
K. Bodin, Director of Human Resources
S. Darling, Deputy Director of Corporate Services | Recording Secretary
J. Pelech, Manager of Information Services

Gallery: 4

A. CALL TO ORDER & APPROVAL OF THE AGENDA

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

MOVED AND SECONDED, THAT the agenda be amended to include items under 'New Business' L.5 | Connect the Quays Pathway Project and L.6 | Sunken Trawler Update. The agenda was then adopted, as amended.

CARRIED

B. ADOPTION OF MINUTES

MOVED AND SECONDED, THAT the Minutes of the Special meeting held at 11:30 am and Regular Council meeting held at 2:00 pm on September 25, 2023 be adopted, as presented.

CARRIED

C. DELEGATIONS

1. Introduction | Director of Infrastructure Services

Mike Fox, Chief Administrative Officer introduced the City's new Director of Infrastructure Services, Jim MacDonald.

D. UNFINISHED BUSINESS

E. STAFF REPORTS

1. Accounts

MOVED AND SECONDED, THAT the certification of the Director of Finance dated October 10, 2023, be received and the cheques numbered 153597 to 153683 inclusive, in payment of accounts totalling \$1,099,203.19, be approved.

CARRIED | Res. No. 23-286

F. BYLAWS

1. Zoning Bylaw No. 5074, 2023 | Bylaw Modernization

MOVED AND SECONDED, THAT "Zoning Bylaw No. 5074, 2023" be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5074.

CARRIED | Res. No. 23-287

G. CORRESPONDENCE FOR ACTION

1. Western Vancouver Island Industrial Heritage Society | Two Spot Locomotive Display

MOVED AND SECONDED, THAT Council direct staff to invite comment from the Alberni Valley Museum and Heritage Commission and prepare a report outlining alternate locations to display the Two Spot Locomotive within the proximity of the train station.

CARRIED | Res. No. 23-288

H. PROCLAMATIONS

1. Minister of Children and Family Development

MOVED AND SECONDED, THAT Council proclaim the month of October as 'Foster Family Month' in Port Alberni.

CARRIED | Res. No. 23-289

I. CORRESPONDENCE FOR INFORMATION

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

a. Youth Parliament of British Columbia Alumni Society | Application Form

MOVED AND SECONDED, THAT Council direct staff to forward the Youth Parliament of British Columbia Alumni Society application form to Alberni District Secondary School, Eighth Avenue Learning Centre and North Island College.

CARRIED | Res. No. 23-290

b. Vancouver Island Regional Library | 2024 Adopted Budget

c. Cathy Peters | Anti Human Trafficking Initiative UBCM Tradeshow Follow-Up

d. B'nai Brith Canada | International Holocaust Remembrance Alliance Plenary Summary

e. Minister of Housing | Point in Time (PiT) Homeless Count Final Results

f. Advisory Planning Commission Minutes | August 17, 2023

J. REPORT FROM IN-CAMERA

K. COUNCIL REPORTS

1. Council and Regional District Reports

Council received a report outlining recent meetings and events related to the City's business.

L. NEW BUSINESS

1. First Nation Representatives at Council Meetings

MOVED AND SECONDED, THAT Council amend the motion to direct staff to prepare a report outlining options to include a representative from Hupacasath and Tseshaht First Nation to attend public Council meetings for the purpose of providing input to Council

to add 'engage with Hupacasath and Tseshah First Nation regarding their willingness to provide representatives'.

CARRIED | Res. No. 23-291

MOVED AND SECONDED, THAT Council direct staff to engage with Hupacasath and Tseshah First Nation regarding their willingness to provide representatives to attend Council meetings for the purpose of providing input to Council and, based on those discussions, prepare a report outlining options.

CARRIED | Res. No. 23-292

2. **BC's Housing Central Conference | Authorize Council Registration**

MOVED AND SECONDED, THAT Council authorize Councillors Patola and Dame [Councillor Solda as alternate] to participate in BC's Central Housing Conference taking place November 20-22, 2023 in Vancouver, BC with authorization to include reimbursement of expenses incurred as per City Travel Policy No. 3009-2.

CARRIED | Res. No. 23-293

3. **Occupational Health and Safety Policies**

MOVED AND SECONDED, THAT Council rescind current Council-approved occupational health and safety policies as follows to permit future policy approval by the Chief Administrative Officer:

- *Occupational Health and Safety Policy*
- *Critical Incident Stress Management Program*
- *Joint Occupational Health and Safety Committees*
- *Personal Protective Equipment*
- *Prevention of Workplace Violence*
- *Worker's Compensation Act & Regulations*
- *Working Alone*

CARRIED | Res. No. 23-294

MOVED AND SECONDED, THAT Council approve 'Council Occupational Health and Safety Policy' No. 5005-1.

CARRIED | Res. No. 23-295

4. **Human Resources Policies**

MOVED AND SECONDED, THAT Council rescind current Council-approved administrative human resources policies as follows, to permit future policy approval by the Chief Administrative Officer:

- *Employment Fitness Evaluation*
- *Employment of Relatives*
- *Interview Expenses*
- *Moving Expenses*
- *Probationary / Trial / Acting Periods*
- *Reference Requests*
- *Impairment in the Workplace*

- *Attendance*
- *Attendance Management*
- *Communication Systems*
- *Electronic Device Use*
- *Progressive Discipline*
- *Smoke Free Workplace*
- *Standards of Conduct / Conflict of Interest*
- *Workplace Harassment*
- *Apprenticeship Training*
- *EFAP*
- *Employee Computer Purchase Plan*
- *Compensation for Emergency Response Outside of Regular Hours – Exempt Employees*
- *General (Personal) Leaves of Absence without pay*
- *Job Improvement Courses*
- *Leave of Absence with Pay*
- *Leave to Vote in Elections*
- *Memorial Plaques*
- *Municipal Pension*
- *Personal Vehicle Use for City Business Purposes*
- *Sick Leave (Detoxification Program)*
- *Workplace Accommodation*
- *Acting Pay for Exempt Employees*
- *Acting Pay for Schedule “B” Employees*
- *Benefits for Sick/Disabled Employees*
- *Conversion of Vacation to Sick Leave (Union Members)*
- *Standby Compensation – Exempt Staff*
- *Union Member Temporarily Filling a Management Position*
- *Social Networking Policy*

CARRIED | Res. No. 23-296

5. Connect the Quays Pathway Project

The CAO provided a response to inquiries related to excavation depths in the construction of Phase 1 of the Connect the Quays Pathway noting that depths will vary depending on requirements for the area such as retaining walls and lighting.

6. Sunken Trawler Update

The CAO provided an update on the Sunken Trawler located at Port Alberni Fisherman’s Wharf, noting that the Western Canada Marine Response team continues to conduct regular assessments and have reported no changes in stability or pollution. Crews are working to rectify the situation as soon as is possible.

M. QUESTION PERIOD

N. Anderson

Inquired about the process related to the motion to invite First Nations representatives to Council meetings to provide input and also about the legislation with regards to the transition of Council approved Human Resources and Occupational Health and Safety policies to CAO approved.

N. ADJOURNMENT

MOVED AND SECONDED, THAT the meeting adjourn at 2:49 pm.

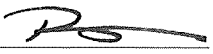
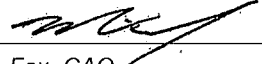
CARRIED

CERTIFIED CORRECT

Mayor

Corporate Officer

Date: October 16, 2023
File No: 1970-03
To: Mayor & Council
From: M. Fox, CAO
Subject: Permissive Tax Exemptions [PTE] Bylaw No. 5090, 2023 & Places of Public Worship Exemption Bylaw No. 5091, 2023

Prepared by:  Deputy Director of Finance	Supervisor: A. MCGIFFORD DIRECTOR OF FINANCE	CAO Concurrence:  M. Fox, CAO
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RECOMMENDATION

- That Council approve the alternative methods of the Permissive Tax Exemption public notice to be 'reasonably equivalent' as based on Section 94.1(3) of the Community Charter.
- That "Permissive Tax Exemption Bylaw No. 5090, 2023" be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5090.
- That "Places of Public Worship Exemption Bylaw No. 5091, 2023" be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5091.

PURPOSE

To seek Council consideration of a public notice resolution and final adoption of new PTE bylaws on eligible properties that are permitted within the provisions of the *Permissive Tax Exemption policy* for a 4-year term [January 1, 2024 – December 31, 2027].

BACKGROUND

The *Community Charter* provides the legislative authority for both permissive and statutory tax exemptions. Section 224 of the *Community Charter* provides Council with the authority to grant PTE's on property that is owned by a charitable or other not-for-profit organization [NFPO] and that is used for the purpose directly related to the organization.

In 2019, Council reviewed and endorsed a new policy to guide both the process and Council's priorities for granting exemptions, specifically that land or buildings shall provide for at least one of the following:

- Athletic or recreational programs or facilities for youth;
- Services and facilities for persons requiring additional supports; mental wellness and addictions;
- Programming for seniors;
- Protection and maintenance of important community heritage;
- Arts, cultural or educational programs or facilities;
- Emergency and rescue services;
- Services for the public in a formal partnership with the City; or
- Preservation to an environmental or ecologically sensitive area designated within the Official Community Plan.

In addition to the criteria above, changes were made to the permissive tax exemption for public places of worship. A cap on PTE for land owned by public places of worship in excess of a one-half acre was added, this meant that no more than one-half acre of land would be included in permissive exemptions after the 2019 tax year for public places of worship.

The PTE Policy was brought forward to the June 19th Committee of the Whole for review. Following the recommendation from the Committee, at its June 26th Regular meeting, Council resolved as follows:

THAT Council direct staff to proceed with establishing new Permissive Tax and Places of Public Worship Bylaws for the years 2024 to 2027 [4-year term] based on the Permissive Tax Exemption Policy dated June 10, 2019.

CARRIED | Res. No. R23-217

At the September 25th Regular meeting Council provided three readings of the corresponding bylaws. Public Notice was provided in the October 4th and 11th editions of the Alberni Valley News and on the City website as per Section 227 of the *Community Charter*.

The bylaws presented today contain all approved applications received that meet criteria as outlined in the PTE policy. Bylaw No. 5090 & Bylaw No. 5091 will provide exemption for all approved applicants over a 4-year term [January 1, 2024 – December 31, 2027].

ALTERNATIVES/OPTIONS

Option one:

That Council approve the alternative methods of the Permissive Tax Exemption public notice to be 'reasonably equivalent' as based on Section 94.1(3) of the *Community Charter*.

That "*Permissive Tax Exemption Bylaw No. 5090, 2023*" be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5090.

That "*Places of Public Worship Exemption Bylaw No. 5091, 2023*" be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5091.

Option two:

Provide alternative direction noting that bylaws must be adopted by October 31st in each year following the Public Notice period.

ANALYSIS

A PTE is a means for Council to support organizations within the community which further Council's objectives of enhancing quality of life [economic, social, cultural] and delivering services economically, however, there is no obligation on the part of Council to grant exemptions.

If Council chooses to adopt "*Permissive Tax Exemption Bylaw No. 5090, 2023*" and "*Places of Public Worship Exemption Bylaw No. 5091, 2023*", approved applicants will be provided exemption over the 4-year term. The City, on an annual basis, will require that organizations confirm their eligibility to receive an exemption and also invite new applications for consideration.

In accordance with the Permissive Tax Exemption policy, all previous and new recipients were required to submit applications for the 2024-2027 bylaw term. Staff have conducted a review of all applicants for the 2024 tax year. The review resulted in 70 properties deemed eligible for exemption.

The new applicants contained in Schedule "A" would be granted permissive tax exemption for the 2024 tax year under Section 224(2)(a) of the *Community Charter*, "Charitable or Not for Profit Organizations" and are included in the proposed " *Permissive Tax Exemption Bylaw No. 5090, 2023*" & " *Places of Public Worship Exemption Bylaw No. 5091, 2023*"

The bylaw adoption will need to follow the Public Notice Requirements for Local Governance and Structure. The default rules provide that the local government must publish notice in a newspaper that circulates in the community once each week for two consecutive weeks; or, if publication by newspaper is not practicable, the notice may be given in the area by alternative means.

As per section 227 of the *Community Charter*, the City organized the public notice to print in the October 4th and October 11th editions of the AV News and posted to the City website public notice page and the public notice posting board at City Hall. On October 18th staff noted that while the Public Notice had run in the October 4th edition it was not included in the the October 11th edition as requested. Though the notice did not make the October 18th edition, it was included on the AV News website Public Notice Board for two consecutive weeks from October 4th through to the 18th and will remain on the site through to October 23rd. Additionally, once the error was noted, the AV News ran a story that highlighted the City's PTE bylaw as a way of ensuring additional notification.

The Community Charter Section 94.1(3) states:

(3) If publication under subsection (1) is not practicable, the notice may be given in the areas by alternative means so long as the notice

(a) is given within the same period as required for newspaper publication,

(b) is given with the same frequency as required for newspaper publication, and

(c) provides notice that the council considers is reasonably equivalent to that which would be provided by newspaper publication.

Given the October 31st deadline for PTE bylaws to be adopted, re-publication would not be practicable. As per the above legislation, notice was provided alternatively given with the same frequency and within the same period as required for a newspaper publication. Staff are requesting Council provide a resolution confirming that the notice provided is reasonably equivalent to that which would be provided by newspaper publication.

IMPLICATIONS

The estimated value of total exemptions for the 2024 taxation year is \$302,324 or 1.06% of the total municipal property taxation budget. The current parameters established by the Permissive Tax Exemption policy is

\$328,803 or 1.15% of property taxation. Estimates were calculated using BC Assessment values from the 2023 taxation year as well as the 2023 taxation rate with an estimated 3% increase to taxation applied.

Council has the option to provide final adoption of the proposed bylaws as presented or provide alternative direction noting the bylaws must be adopted by October 31st.

COMMUNICATIONS

Public notice was satisfied in accordance with section 227 of the *Community Charter*. In accordance with legislation, Permissive Tax Exemption Bylaws must be adopted by October 31st.

BYLAWS/PLANS/POLICIES

- *Permissive Tax Exemption policy dated June 10, 2019*

SUMMARY

The *Community Charter* provides the legislative authority for both permissive and statutory tax exemptions. In accordance with the City's PTE policy, a review of all applications has been undertaken by staff and has resulted in 53 new approved applicants for permissive taxation and 17 new applicants for places of worship exemption.

ATTACHMENTS:

- *"Permissive Tax Exemption Bylaw No. 5090, 2023"*
- *"Places of Public Worship Exemption Bylaw No. 5091, 2023"*
- *Schedule A- Approved Permissive tax Exemption Applicants*
- *Permissive Tax Exemption policy*

c: A. McGifford, Director of Finance
 D. Monteith, Director of Corporate Services

CITY OF PORT ALBERNI

BYLAW NO. 5090

**A BYLAW TO EXEMPT CERTAIN LANDS AND
IMPROVEMENTS FROM TAXATION**

Whereas Section 224 of the *Community Charter*, RSBC 2003 provides that the Council may by bylaw, in accordance with the section, exempt land or improvements or both from taxation under Section 197 (1) (a) of the *Community Charter* to the extent, for the period and subject to the conditions provided in the bylaw, and;

Whereas Council deems it appropriate to exempt certain properties from taxation;

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

1. Title

This Bylaw may be known and cited for all purposes as "**Permissive Tax Exemption Bylaw No. 5090, 2023**".

2. Exempted Properties

The lands, and all improvements thereon unless otherwise indicated, as set out in Schedule "A" are exempted from taxation for the period prescribed in Schedule "A" in accordance with Section 224 (2) of the *Community Charter*.

READ A FIRST TIME this 25th day of September, 2023.

READ A SECOND TIME this 25th day of September, 2023.

READ A THIRD TIME this 25th day of September, 2023.

PUBLIC NOTICE PROVIDED PURSUANT TO SECTION 94 OF THE COMMUNITY CHARTER.

ADOPTED this day of , 2023.

Mayor

Corporate Officer

BYLAW NO. 5090
SCHEDULE "A"
DESCRIPTION OF NEW PERMISSIVE TAX EXEMPTIONS 2024-2027

NAME OF ORGANIZATION AND APPLICABLE AUTHORITY OF THE COMMUNITY CHARTER	CONDITION OF PERMISSIVE TAX EXEMPTION	PROPERTY DESCRIPTION	PERIOD OF EXEMPTION
Alberni Athletic Association <i>224 (2) (i) public athletic or recreational purposes</i>	100%	Lot A, DL 92, Alberni District, Plan EPP6009 (3727 Roger Street) Folio 092-0691-04	January 1, 2024 - December 31, 2027
Alberni Clayoquot Continuing Care Society – Fir Park Village <i>224 (2) (h) land surrounding a seniors' home</i> <i>224 (2) (j) licensed community care facility</i>	100%	Lot B, DL 1, AD, Plan 32448 (4411 Wallace Street) Folio 001-3931-00	January 1, 2024 - December 31, 2027
Alberni Clayoquot Continuing Care Society – Echo Village <i>224 (2) (h) land surrounding a hospital</i>	100%	Lot A, DL 1, Plan VIS5964 (4200 10th Avenue) Folio 001-3556-10	January 1, 2024 - December 31, 2027
Alberni Clayoquot Continuing Care Society – Echo Village <i>224 (2) (h) land surrounding a hospital</i>	66.67%	Lot 1, Plan VIP5330, DL 1 (under power lines adjacent to Wallace St) Folio 990-0511-40	January 1, 2024 - December 31, 2027
SAGE Haven Society <i>224 (2) (a) charitable or not for profit organization</i>	100% of Folio 013-0399-01 61% of Folio 001-0874-00	Lot A, DL 13, Plan 64605, Folio 013-0399-01 Portion of Lot 1, DL 1, Plan VIP56667 Folio 001-0874-00	January 1, 2024 - December 31, 2027
Alberni District Fall Fair <i>224 (2) (a) charitable or not for profit organization</i>	As outlined on schedule A-2.1 and A-2.2	Portion of Lot 2, DL 92, Plan 29389 (4102 Hollywood Street) Folios 092-0691-10, 092-0694-00, 092-0696-10, 990-0511-10	January 1, 2024 - December 31, 2027
Alberni Valley Alnon Club <i>224 (2) (a) charitable or not for profit organization</i>	100%	Lot B Block 86 DL 1, Plan VIP33737 (3028 2nd Avenue) Folio 001-3941-00	January 1, 2024 - December 31, 2027

NAME OF ORGANIZATION AND APPLICABLE AUTHORITY OF THE COMMUNITY CHARTER	CONDITION OF PERMISSIVE TAX EXEMPTION	PROPERTY DESCRIPTION	PERIOD OF EXEMPTION
Alberni Valley Childcare Society <i>224 (2) (a) charitable or not for profit organization</i>	100%	Portion of Lot 15, Block 5, DL 1, Plan 11410 (4222 Cedarwood Street) - Stepping Stones Too - Folio 001-3107-02 Lot 5, DL 1, Plan 15331 (2554 10 th Ave) (part of playground / Kaleidoscope park)- Folio 001-3409-00 Lot 6, DL 1, Plan 15331 (4325 Neil St) (Child care and therapy center) Folio-001-3410-00	January 1, 2024 - December 31, 2027
Alberni Valley Curling Club <i>224 (2) (i) public athletic or recreational organization</i>	100%	Portion of Lot 1, DL 1, Plan 14814 Folio 001-3380-01	January 1, 2024 - December 31, 2027
Alberni Valley Hospice Society (Ty Watson House) <i>224 (2) (j) organization operating & licensed under the Community Care and Assisted Living Act; 224 (2) (a) charitable or not for profit organization</i>	100%	Lots 23-24, Block 67, DL 1, Plan 197B (2649 2nd Avenue) - Ty Watson House Folio 001-0821-00	January 1, 2024 - December 31, 2027
Alberni Valley Hospice Society <i>224 (2) (a) charitable or not for profit organization</i>	98%	DL 1 Plan 23217 LOT A (2579 10 th Ave) – Main office Folio 001-3581-00	January 1, 2024 - December 31, 2027
Alberni Valley Junior Baseball Association <i>224 (2) (i) public athletic or recreational purposes</i>	100%	Portion of Lot A, DL 13, Plan 29927, (4000 Compton Road) Folio 013-0434-13	January 1, 2024 - December 31, 2027
Alberni Valley Minor Hockey Association <i>224 (2) (i) public athletic or recreational purposes</i>	100%	Office within Multiplex Portion of Lot 1, Plan 5330 (3737 Roger Street) Folio 092-0691-03	January 1, 2024 - December 31, 2027
Alberni Valley Minor Softball Association <i>224 (2) (i) public athletic or recreational purposes</i>	100%	Portion of Lot A, DL 92, Plan 31446 (4200 Wood Avenue) Folio 092-0696-01	January 1, 2024 - December 31, 2027

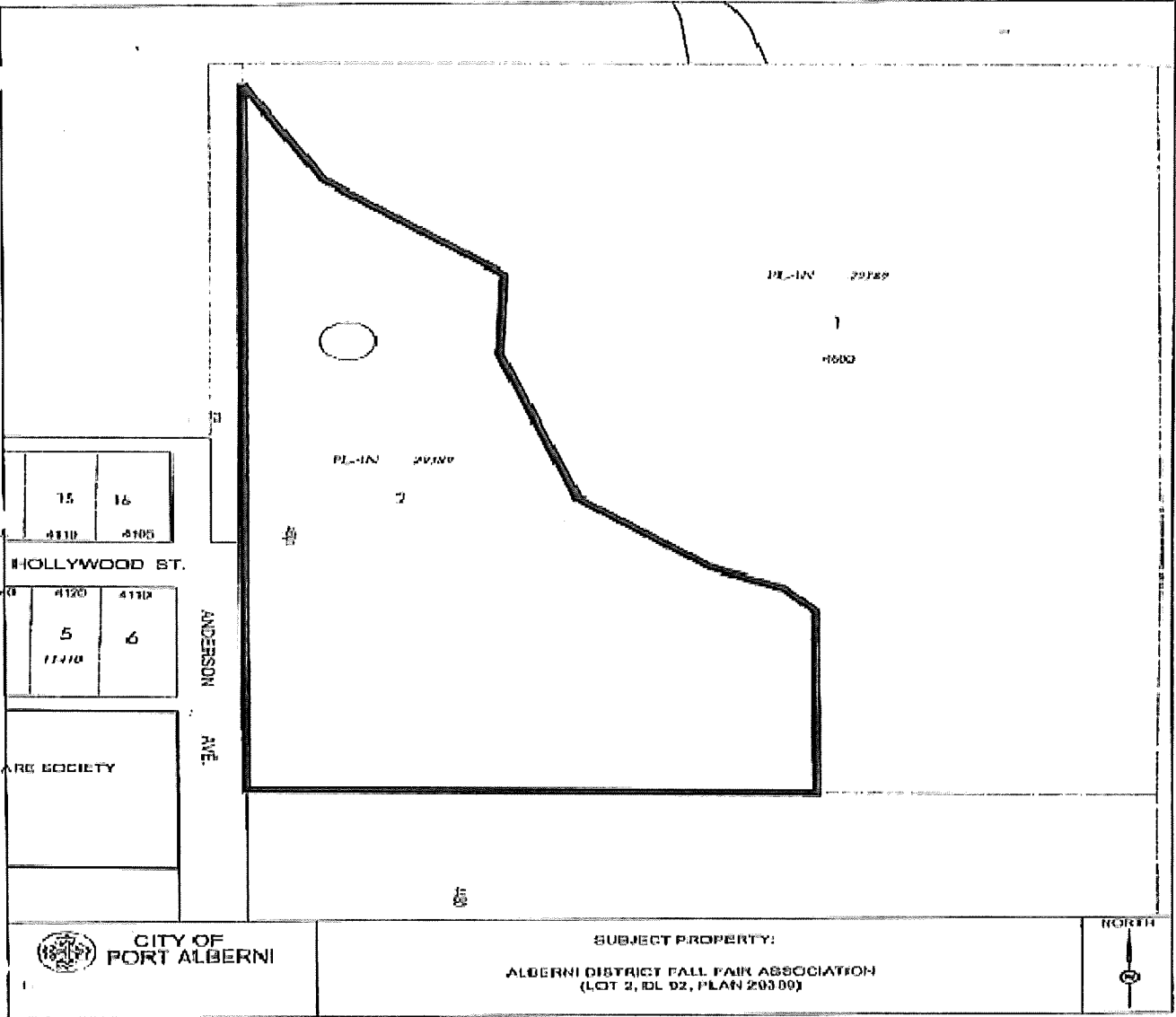
NAME OF ORGANIZATION AND APPLICABLE AUTHORITY OF THE COMMUNITY CHARTER	CONDITION OF PERMISSIVE TAX EXEMPTION	PROPERTY DESCRIPTION	PERIOD OF EXEMPTION
Alberni Valley Rescue Squad <i>224 (2) (a) charitable or not for profit organization</i>	100%	Lot 2, DL 137, Plan 52779 (4790 Tebo Avenue) Folio 014-0511-00	January 1, 2024 - December 31, 2027
Alberni Valley Senior Citizens' Homes (Wallace St.) <i>224 (2) (h) land surrounding a senior's home under Sec 220 (1) (i)</i>	100%	Lot A, District Lot 1, Plan 32448 (4467 Wallace Street) - Pioneer Towers Folio 001-3930-00	January 1, 2024 - December 31, 2027
Alberni Athletics Soccer Association <i>224 (2) (i) public athletic or recreational purposes</i>	100%	Portion of Lot A, DL 92, Plan 31446 (4200 Wood Avenue) Folio 092-0696-02	January 1, 2024 - December 31, 2027
BC SPCA <i>224 (2) (e) Partnering agreement providing a municipal service; 224 (2) (a) charitable or not for profit organization</i>	100%	Part of Lot B, DL 14, Plan 31798, Part of Lot A, DL 137, Plan 62423, Part of DL 143 (4936 Broughton Street) Folio 014-0506-10	January 1, 2024 - December 31, 2027
Bread of Life Centre <i>224 (2) (a) charitable or not for profit organization</i>	100%	Lot A, DL 1, Plan 30733 (3130 3 rd Avenue) Folio 001-3910-00	January 1, 2024 - December 31, 2027
Alberni Valley Childcare Society <i>224 (2) (a) charitable or not for profit organization</i>	100%	Lots 5 & 6, DL 1, Plan 15331 (4325 Neill Street) - (Kiwanis Hilton Children's Centre & Kaleidoscope Park) Folio 001-3409-00,001-3410-00	January 1, 2024 - December 31, 2027
Canadian Mental Health Association, Port Alberni Branch <i>224 (2) (a) charitable or not for profit organization</i>	100%	Lot 1-3, Block 85, DL 1, Plan 197 (3174 & 3178 2nd Avenue) Folio 001-0943-00, 001-0944-00	January 1, 2024 - December 31, 2027

NAME OF ORGANIZATION AND APPLICABLE AUTHORITY OF THE COMMUNITY CHARTER	CONDITION OF PERMISSIVE TAX EXEMPTION	PROPERTY DESCRIPTION	PERIOD OF EXEMPTION
Canadian Mental Health Association, Port Alberni Branch (King George Apartments) <i>224 (2) (a) charitable or not for profit organization</i>	68.29%	Lot 1, DL 1, Plan VIP33433 (3131 5th Avenue) Folio 001-3939-00	January 1, 2024 - December 31, 2027
Canadian Mental Health Association, Port Alberni Branch- Care Taker Residence <i>224 (2) (a) charitable or not for profit organization</i>	100%	Lot 1, DL 1, Plan VIP33433 (4720 Pemberton rd) - Folio 001-3559-01 Lot 3, Blk 14, Sec 11, AD 8444 (5095 Pineo Rd) – Folio 011-0265-00 Lot 12, DL 13, AD, VIP87 (124-4000 Compton Rd) Folio- 013-0434-12 Blk C, DL 1, AD, 6407 – (4250 Wallace St) Folio 001-2430-00 Lot 131, DL 14, AD, (5081 Bishop Ave) Folio- 014-0489-00	January 1, 2024 - December 31, 2027
Central Park – Gaiga Square <i>224 (2) (e) Partnering agreement providing a municipal service</i>	100%	Lot A, DL 1, Plan VIP32610 (3009 3rd Avenue) Folio 001-3932-00	January 1, 2024 - December 31, 2027
Community Arts Council of the Alberni Valley <i>224 (2) (a) charitable or not for profit organization</i>	97.64%	Lots 20 to 22, Block 150, DL 1, Plan 197B (3061 to 3098 8 th Avenue) Folios 001-1562-00,001-1563-00,001-1564-00	January 1, 2024 - December 31, 2027
Echo Sunshine Club <i>224 (2) (i) public athletic or recreational purposes</i>	100%	Portion of Lot 1, District Lot 1, Plan 5330 (4255 Wallace Street) Folio 990-0513-02	January 1, 2024 - December 31, 2027
Hupacasath First Nation (Ooh-Ah-Tluk-Kuu-Wil Society) <i>224 (2) (i) public athletic or recreational purposes</i>	100%	Lot A, DL 11, AD Plan VIP1285 (4890 Beaver Crk Rd) Folio 011-0159-00	January 1, 2024 - December 31, 2027

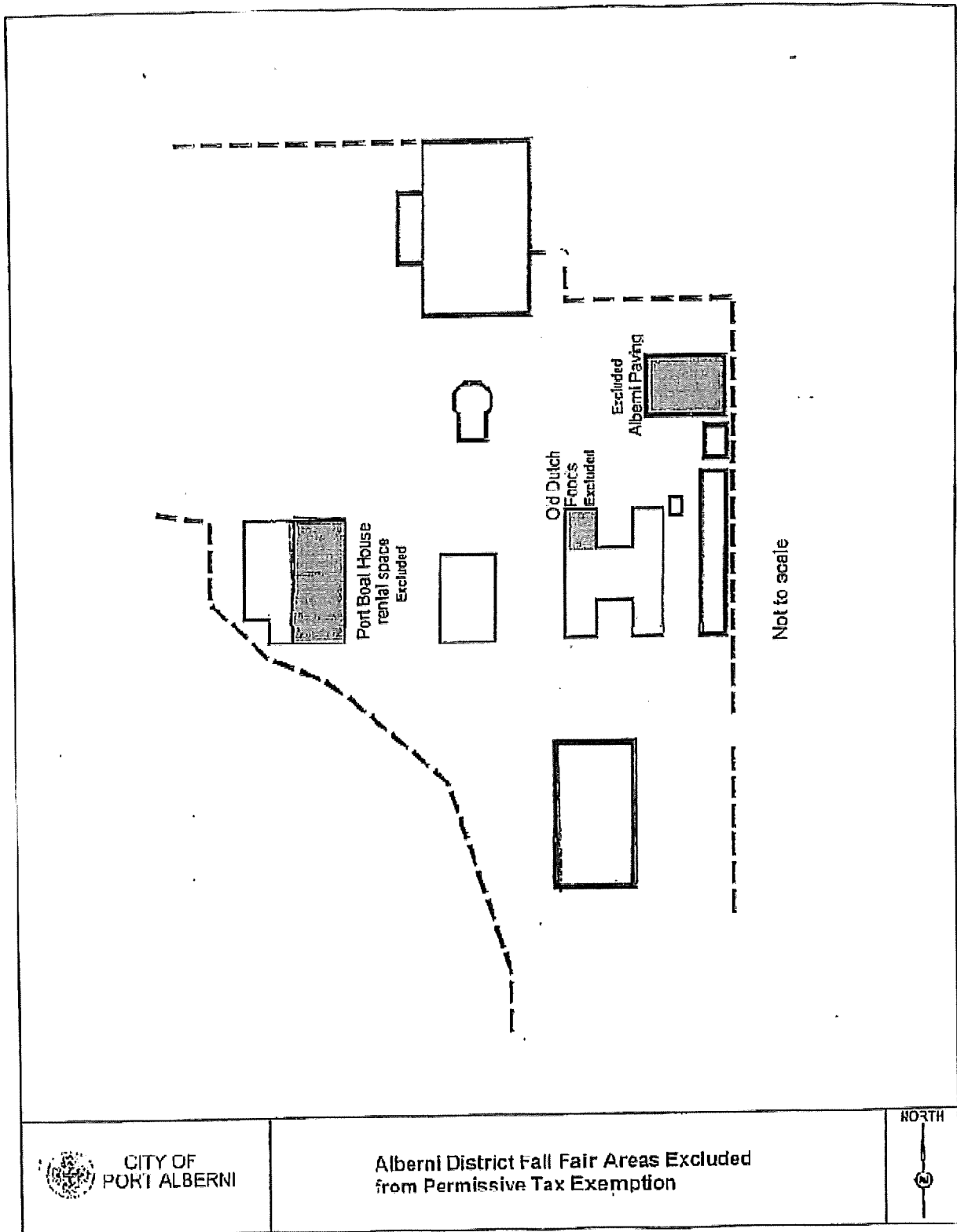
NAME OF ORGANIZATION AND APPLICABLE AUTHORITY OF THE COMMUNITY CHARTER	CONDITION OF PERMISSIVE TAX EXEMPTION	PROPERTY DESCRIPTION	PERIOD OF EXEMPTION
Mount Arrowsmith Skating Club <i>224 (2) (i) public athletic or recreational purposes</i>	100%	Office within Multiplex Portion of Lot 1, Plan 27429 (3737 Roger Street) Folio 092-0691-02	January 1, 2024 - December 31, 2027
Port Alberni Aquatic - Tsunami Swim Club <i>224 (2) (i) public athletic or recreational purposes</i>	100%	Portion of Lot 1, District Lot 1, Plan 5330 (4255 Wallace Street) Folio 990-0513-03	January 1, 2024 - December 31, 2027
Port Alberni Association for Community Living <i>224 (2) (a) charitable or not for profit organization</i>	100%	Lot 13, Block 86, DL 1, Plan 197 (3009 1st Avenue) - Folio 001-0971-00 Lot 15, Blk 86, DL 1, Plan 197 (3008 2nd Avenue) - Folio 001-3703-00 Lot 57, District Lot 92, Plan 39317 (3585 Huff Drive) - Folio 092-0417-00 Lot 2, Block 45, DL 1, Plan 197 (4471 Margaret Street) - Folio 001-0034-00 Lot 14-15, Block 2, DL 1, Plan VIP11410 (4521 Dogwood Street) - Folio 001-3048-00 Lot 2, DL 1, Plan EPP110837 (5155 Argyle St.) - Folio 001-3385-10	January 1, 2024 - December 31, 2027
Port Alberni Black Sheep Rugby Club <i>224 (2) (i) public athletic or recreational purposes</i>	96.3% of Class 6 and Class 8 Caretakers suite not exempt (Class 1)	Lot A, DL 91, Plan 63503 (3420 Argyle Street) Folio 091-0077-05	January 1, 2024 - December 31, 2027
Port Alberni Gymnastics Association <i>224 (2) (i) public athletic or recreational purposes</i>	100%	Lot 1, DL 91, Plan 60758 (3450 Argyle Street) Folio 091-0077-10	January 1, 2024 - December 31, 2027
Port Alberni Lawn Bowling Club <i>224 (2) (i) public athletic or recreational purposes</i>	89.64% of Class 6 and Class 8	Portion of Lot 1, DL 1, Plan 5330 (4255 A Wallace Street) Folio 990-0513-01	January 1, 2024 - December 31, 2027

NAME OF ORGANIZATION AND APPLICABLE AUTHORITY OF THE COMMUNITY CHARTER	CONDITION OF PERMISSIVE TAX EXEMPTION	PROPERTY DESCRIPTION	PERIOD OF EXEMPTION
Port Alberni Maritime Heritage Society (Marine Interpretive/Discovery Centre/Lighthouse) <i>224 (2) (a) charitable or not for profit organization</i>	100%	Portion of DL 1 adjacent to Plan 11583, Block 112A - located on the Pier at Harbour Quay Marina (2900 Harbour Road) 2908 sq. ft. (Maritime Interpretive Centre/Lighthouse) Folio 001-3167-02	January 1, 2024 - December 31, 2027
Port Alberni Maritime Heritage Society (Banfield LifeBoat) <i>224 (2) (a) charitable or not for profit organization</i>	As outlined on schedule A-3	Lot A, DL 1 and 118, Plan 73300 (5425 Argyle Street) (Banfield Lifeboat and Canopy Structure) Folio 001-1168-10	January 1, 2024 - December 31, 2027
Royal Canadian Legion Branch #293 <i>224 (2) (a) charitable or not for profit organization</i>	100% - Class 8	Lot A, District Lot 1, Plan 56012 (4680 Victoria Quay) Folio 001-3579-00	January 1, 2024 - December 31, 2027
Uchucklesaht Capital Assets Inc. <i>224 (2) (e) Partnering agreement providing a municipal service (Park)</i>	outlined in bold on Schedule A-4	Lot A, Block 104, District Lot 1, Alberni District, Plan VIP197D (DD 375781) of Lots 9, 10, 11 and 12 (Easterly 72') and Block 104, District Lot 1, Alberni District, Plan VIP197D Westerly 53' of Lots 9, 10, 11 and 12 of Block 104, Plan 197D (5201 and 5231 Argyle Street) Part of Folios 001-1145-00 & 001-0144-00	January 1, 2024 - December 31, 2027
Western Vancouver Island Industrial Heritage Society (Portion of old Arena - 9 th Ave.) <i>224 (2) (a) charitable or not for profit organization</i>	100%	Lot 1, DL 1, Plan 14815 (3250 - 9 th Avenue - Portion of Old Arena) Folio 001-3380-03	January 1, 2024 - December 31, 2027
Port Alberni Drug & Alcohol Society ADAPS <i>224 (2) (a) charitable or not for profit organization</i>	100%	4480 Vimy St. (Echo Park Field house) Lot A, DL 13, Plan 64605 Folio 092-0696-05	January 1, 2024 - December 31, 2027
Kuu-us Crisis Line Society <i>224 (2) (a) charitable or not for profit organization</i>	92.3%	4589 Adelaide St VIP197E lot 1-2 DL1 Block 14 Folio 001-0156-00	January 1, 2024 - December 31, 2027

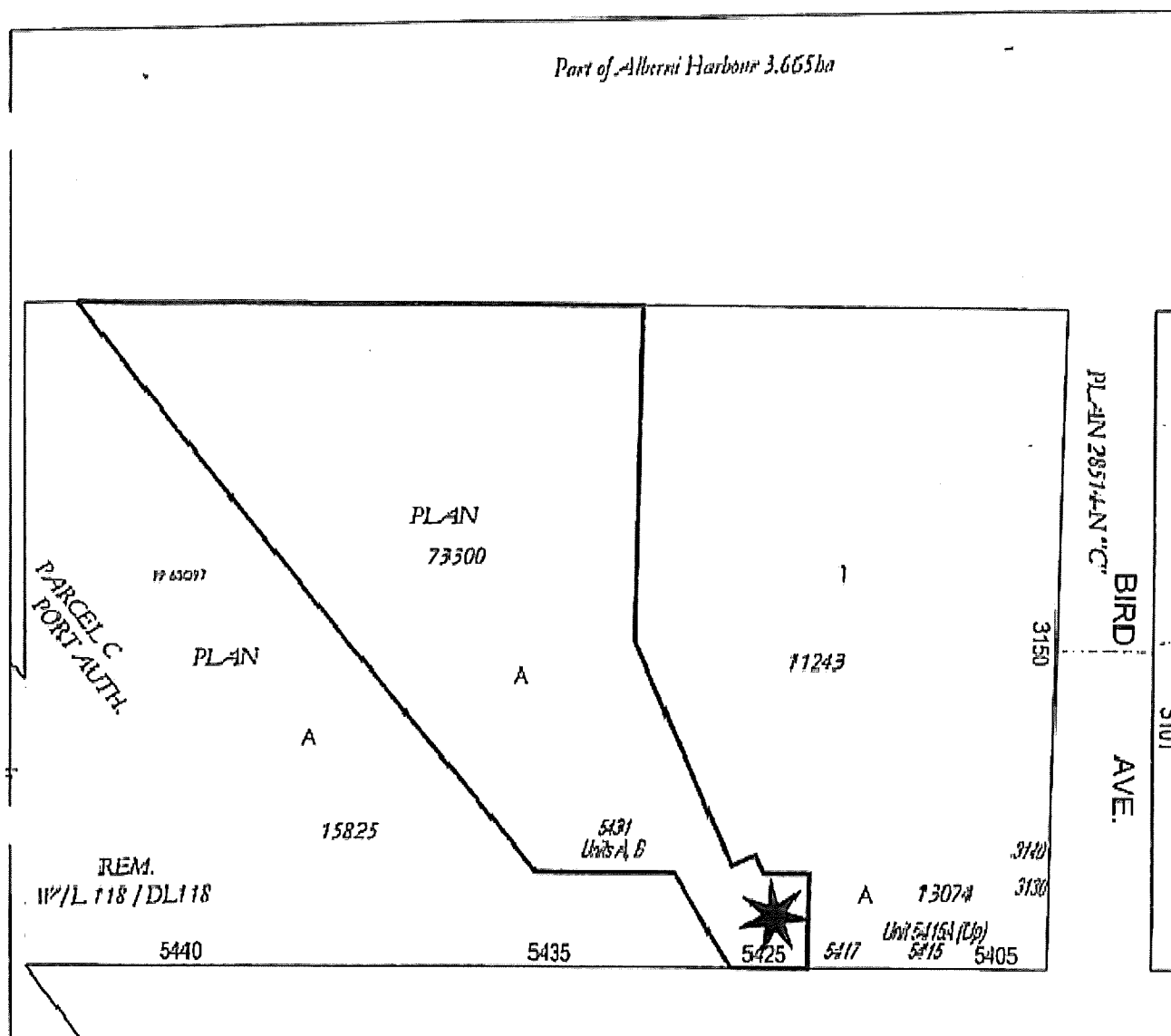
SCHEDULE A – 2.1



SCHEDULE A – 2.2



SCHEDULE A-3



CITY OF PORT ALBERNI

BYLAW NO. 5091

PLACES OF PUBLIC WORSHIP EXEMPTION BYLAW

Whereas Section 224(1)(f) of the *Community Charter* provides that Council may exempt from taxation, in relation to property that is exempt under section 220(1)(h) of the *Community Charter*:

- (i) an area of land surrounding the exempt building;
- (ii) a hall that the Council considers is necessary to the exempt building and the land on which the hall stands; and
- (iii) an area of land surrounding a hall that is exempt under subparagraph (ii).

And Whereas it is deemed expedient to exempt land or improvements used or occupied by a religious organization for the purpose of public worship;

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

1. Title

This Bylaw may be known and cited for all purposes as "**Places of Public Worship Exemption Bylaw No. 5091, 2023**".

2. Exempted Properties

Land and improvements, not otherwise exempt pursuant to Section 220(1)(h) of the *Community Charter*, as set out in Schedule "A", for the period prescribed in Schedule "A" are hereby exempted by Council from taxation for the following properties except:

- (i) Land in excess of ½ acre; and
- (ii) Improvements used for residential or commercial/business use.

READ A FIRST TIME this 25th day of September, 2023.

READ A SECOND TIME this 25th day of September, 2023.

READ A THIRD TIME this 25th day of September, 2023.

PUBLIC NOTICE PROVIDED PURSUANT TO SECTION 94 OF THE COMMUNITY CHARTER.

ADOPTED this day of , 2023.

Mayor

Corporate Officer

**BYLAW NO. 5091
SCHEDULE "A"
DESCRIPTION OF PLACES OF PUBLIC WORSHIP EXEMPTIONS
2024-2027**

Roll Number	Organization	Legal Description of Property	Civic Address	Condition of Exemption
001-0331-00	St. Alban's Anglican Church /Trinity Church	LT 16-18 BLK 24 DL 1 ALD PL VIP197B	4766 Angus St.	
001-0344-10	Alberni Valley Gurdwara Society	LT A SEC 1 ALD PL VIP71512	4741 Montrose St.	Living Quarters Not Eligible (Class 1)
001-1816-00	Holy Family and Notre Dame Joint Parishes	LT 13-16 BLK J DL 1 ALD PL VIP1558	4731 Burke Rd.	Rectory (living quarters) vacant is exempt
001-2514-00	BC Conference of the Mennonite Brethren Church	LT 6 DL 1 ALD PL VIP6552	4295 8th Ave.	
001-2912-00	First Christian Reformed Church	LT 4-6 DL 1 ALD PL VIP9644	5033 Roger St.	45.653% Class 8 Land Not Eligible
001-3053-00	Glenwood Gospel Hall	LT A BLK 2 DL 1 ALD PL VIP11410	4450 8th Ave.	
001-3507-00	Khalsa Diwan Society – Guru Nanak Sikh Temple	LT 8 DL 1 ALD PL VIP18042	4144 8th Ave.	Class 1 Not Eligible; 57.6% Class 8 Land Not Eligible
001-3896-00	Sri Sanatan Dharam Society	LT C DL 1 ALD PL VIP29604	4332 Scott St.	78.157% Class 8 Land Not Eligible
011-0119-00	Bethel Christian Fellowship Society (Horn of Oil Ministries)	LT 3 DL 11 ALD PL VIP1047	5350 Margaret St.	Living Quarters Not Eligible; 1.768% Class 8 Land Not Eligible ; 49% Improvement Class 8 not eligible new Daycare lease as of September 2023
012-0166-00	Lathom Road Gospel Hall	LT 1/2/3 BLK 11 DL 12 ALD PL VIP1010	4574 Lathom Rd.	
013-0409-00	Arrowsmith Baptist Church	LT B DL 13 ALD PL VIP25410	4283 Glenside Rd.	68.809% Class 8 Land Not Eligible

Roll Number	Organization	Legal Description of Property	Civic Address	Condition of Exemption
013-0435-10	Jericho Road Church	Portion of LT 1 DL 13 ALD PL VIP78180	5100 Tebo Ave.	Class 1 Not Eligible Class 6 Not Eligible (School Statutory Exempt) ; 100% rem Class 8 Land eligible.
045-0343-00	Seventh-Day Adventist Church	LT 5 DL 45 ALD PL VIP19662	4109 Kendall Ave.	
045-0357-00	Pentecostal Assemblies of Canada	LT A DL 45 ALD PL VIP28546	3946 Wallace St.	Daycare Not Eligible; 45.946% Class 8 Land Not Eligible
091-0079-00	First United Church	LT 1 DL 91 ALD PL VIP14938	3747 Church St.	Class 1(Daycare)Not Eligible 81.611% Class 8 Land Not Eligible; 6.33% Improvements Not Eligible
001-1498-10	Grace Lutheran Church	BLK 142 DL 1 ALD PL VIP197B	4408 Redford St.	
048-0900-00	Southside Community Church of the Nazarene	LT 1 DL 48 ALD PL EPP2112	4190 Victoria Dr.	68.964% Class 8 Land Not Eligible

2024 Permissive Tax Exemptions

Roll No.	Owner	Civic Address	Legal Description	City Taxes Foregone 2023	2024 Estimates	2025 Estimates	2026 Estimates	2027 Estimates
Permissive Tax Exemption Bylaw, 2020, Bylaw No. 4997 - Charitable or Not for Profit Sec 224(2)(a)								
001-0874-00	SAGE Haven Society (61% exemption)	3082 - 3rd Ave	Portion of Lot 1, DL1, Plan VIP56667	\$ 3,661.41	\$ 3,771.25	3,884.39	4,000.92	4,120.95
013-0399-01	SAGE Haven Society			\$ 3,692.00	\$ 3,802.76	3,916.85	4,034.35	4,155.38
092-0696-05	Alberni Drug & Alcohol Society (ADAPS)	4480 Vimy St. (Echo Park Field house)	LT A DL 92 ALD PL VIP31446 4480 Vimy St	\$ 1,026.48	\$ 1,057.27	1,088.99	1,121.66	1,155.31
001-0156-00	Kuu-us Crisis Line Society (92.31% exempt)	4589 Adelaide St	VIP197E lot 1-2 DL1 Block 14	\$ 4,669.90	\$ 4,810.00	4,954.30	5,102.93	5,256.02
001-3941-00	Alberni Valley Alton Club	3028 2nd Ave	Lot B Block 86 DL 1 PL VIP33737	\$ 579.32	\$ 596.70	614.60	633.04	652.03
001-3107-02	Alberni Valley Childcare Society (Stepping Stones Too)	4222 Cedarwood St	Portion of Lot 15, Block 5, DL 1, Plan 11410 -	\$ 3,003.51	\$ 3,093.62	3,186.43	3,282.02	3,380.48
014-0511-00	Alberni Valley Rescue Squad	4790 Tebo Ave	Lot 2, DL 137, Plan 52779	\$ 9,314.11	\$ 9,593.53	9,881.34	10,177.78	10,483.11
001-3910-00	Bread of Life Centre	3130 3rd Ave	Lot A, DL 1, Plan 30733	\$ 2,920.13	\$ 3,007.74	3,097.97	3,190.91	3,286.64
001-0943-00 001-0944-00	Canadian Mental Health Association, Port Alberni Branch	31740-3178 2nd Ave	Lot 1-2,3, Block 85, DL 1, Plan 197	\$ 3,028.88	\$ 3,119.75	3,213.34	3,309.74	3,409.04
001-3939-00	Canadian Mental Health Association, Port Alberni Branch (King George Apartments)	3131 5th Ave	Lot 1, DL 1, Plan VIP33433	\$ 19,455.33	\$ 20,038.99	20,640.16	21,259.36	21,897.14
001-3559-01	Canadian Mental Health Association, Port Alberni Branch (4720 Pemberton Rd, Roger Creek Caretaker Residents)	4720 Pemberton Rd	DL 1, AD, 197 & 197E - Lot 1 Plan VIP21262	\$ 885.15	\$ 911.70	939.05	967.22	996.24
011-0265-00	Canadian Mental Health Association, Port Alberni Branch (4720 Pemberton Rd, Roger Creek Caretaker Residents)	5095 Pineo Rd	Lot 3, Blk 14, Sec 11, AD 8444 5095 Pineo Rd Blair Park Caretaker Residence	\$ 302.85	\$ 311.93	321.29	330.93	340.86
013-0434-12	Canadian Mental Health Association, Port Alberni Branch (4720 Pemberton Rd, Roger Creek Caretaker Residents)	4000 Compton Rd	Lot 12, DL 13, AD, VIP87124-4000 Compton Klitsa Caretaker Residence	\$ 168.01	\$ 173.05	178.24	183.59	189.10
001-2430-00	Canadian Mental Health Association, Port Alberni Branch (4720 Pemberton Rd, Roger Creek Caretaker Residents)	4250 Wallace St	Blk C, DL 1, AD, 6407 - 4250 Wallace St Russell Field Caretaker Residence	\$ 136.11	\$ 140.19	144.40	148.73	153.19
014-0489-00	Canadian Mental Health Association, Port Alberni Branch (4720 Pemberton Rd, Roger Creek Caretaker Residents)	5081 Bishop Ave	Lot 131, DL 14, AD, 5081 Bishop Ave Williamson Park Caretaker Residence	\$ 165.03	\$ 169.99	175.08	180.34	185.75
001-3409-00	CTH Management Association (Kiwanis Hilton Children's Centre)	2554 10th Ave	Lots 5, DL 1, Plan 15331 (part of playground / Kaleidoscope park)	\$ 2,582.26	\$ 2,659.72	2,739.52	2,821.70	2,906.35
001-3410-00	CTH Management Association (Kiwanis Hilton Children's Centre)	4325 Neill St	Lot 6, DL 1, Plan 15331	\$ 28,869.50	\$ 29,735.58	30,627.65	31,546.48	32,492.88
011-0159-00	Hupacasath First Nation (Ooh-Ah-Tluk-Kuu-Wil Society)	4890 Beaver Crk Rd	Lot A, DL 11, Plan VIP1285	\$ 13,206.77	\$ 13,602.97	14,011.06	14,431.39	14,864.33
001-3048-00	Port Alberni Association for Community Living	4521 Dogwood St	Lot A, DL 12, Plan 67727 -Folio 990-0311-03	\$ 823.68	\$ 848.39	873.84	900.06	927.06
001-0971-00	Port Alberni Association for Community Living	3009 1st Ave	Lot A, DL 1, Plan 67726 -Folio 990-0311-04	\$ 633.77	\$ 652.78	672.36	692.53	713.31

2024 Permissive Tax Exemptions

001-3703-00	Port Alberni Association for Community Living	3008 2nd Ave	Part of DL 1, AD on Plan attached to DD18162 included in Plan 67961 - Folio 990-0311-05	\$ 7,104.42	\$ 7,317.55	7,537.08	7,763.19	7,996.09
092-0417-00	Port Alberni Association for Community Living	3585 Huff Dr	Lot 2, DL 1, Plan 10780 except Part in Plan 32280 and 67137 - Folio 001-2976-00	\$ 2,292.61	\$ 2,361.39	2,432.24	2,505.20	2,580.36
001-3385-10	Port Alberni Association for Community Living	5155 Argyle St	Lot 2, DL 1 Plan 110837	\$ 3,288.84	\$ 3,387.51	3,489.14	3,593.81	3,701.62
001-0034-00	Port Alberni Association for Community Living	4471 Margaret St	Lot 2, Block 45, DL 1, Plan 197	\$ 6,423.53	\$ 6,616.23	6,814.72	7,019.16	7,229.73
001-1168-10	Port Alberni Maritime Heritage Society (Bamfield Lifeboat and Canopy Structure)	5425 Argyle St	Lot A, DL 1 + 118, Plan 73300	\$ 128.47	\$ 132.32	136.29	140.38	144.59
001-3167-02	Port Alberni Maritime Heritage Society (Maritime Interpretive Centre/Lighthouse)	2900 Harbour Rd	Port. of DL 1 adj. to Plan 11583, Block 112A - located on Pier at Harbour Quay Marina (Lighthouse Museum & Gallery)	\$ 10,899.44	\$ 11,226.42	11,563.21	11,910.11	12,267.41
990-0311-03 990-0311-04 990-0311-05 001-2976-00	Island Corridor Foundation (2023 to 2033 10 year exemption)		Part of DL12, Plan annexed to DD79581 PID #012-444-871 Lot A, DL 12, Plan 67727 PID #024-247-588 Lot A, DL 1, Plan 67726 PID #024-244-	\$ 7,629.87	\$ 7,858.76	8,094.53	8,337.36	8,587.48
001-3579-00	Somass War Memorial Building Society (Royal Canadian Legion Branch 293) Class 8 only	4680 Victoria Quay	Lot A, Plan VIP 56012	\$ 1,143.35	\$ 1,177.65	1,212.98	1,249.37	1,286.85
Permissive Tax Exemption Bylaw, 2020, Bylaw No. 4997 - Athletic or Recreational Programs Youth/Seniors Sec 224(2)(i)								
092-0691-04	Alberni Athletic Association	3727 Roger St	Lot A, DL 92, Plan EPP6009	\$ 21,428.88	\$ 22,071.75	22,733.90	23,415.92	24,118.39
091-0077-05	Port Alberni Black Sheep Rugby Club (90.30% exemption, excluding Class 1)	3420 Argyle St	Lot A, DL 91, Plan 63503	\$ 6,546.81	\$ 6,743.21	6,945.51	7,153.87	7,368.49
091-0077-10	Port Alberni Gymnastics Association	3450 Argyle St	Lot 1, DL 91, Plan 60758	\$ 15,159.52	\$ 15,614.30	16,082.73	16,565.22	17,062.17
990-0513-01	Port Alberni Lawn Bowling Club (89.64% exemption)	4255 A Wallace St	Portion of Lot 1, DL 1, Plan 5330	\$ 3,115.68	\$ 3,209.15	3,305.42	3,404.59	3,506.72
Permissive Tax Exemption Bylaw, 2020, Bylaw No. 4997 - Municipal Property Sec 224(2)(a)								
990-0511-10	Alberni District Fall Fair	Anderson Ave	Lot 1, DL 1, Plan VIP5330 except plan multiple, that part included in lease from	\$ 389.19	\$ 400.87	412.89	425.28	438.04
092-0691-10 092-0696-10 * 092-0694-00 *	Alberni District Fall Fair *Alberni Fall Fair grounds	4102, 4090 Hollywood St	Portion of Lot 2, DL 92, Plan 29389	\$ 11,064.61	\$ 11,396.55	11,738.45	12,090.60	12,453.32
001-3380-01	Alberni Valley Curling Club	3250 9th Ave	Portion of Lot 1, DL 1, Plan 14814	\$ 6,693.31	\$ 6,894.11	7,100.94	7,313.96	7,533.38
092-0691-03	Alberni Valley Minor Hockey Association	3737 Roger St	Office within Multiplex - Portion of Lot 1, Plan 5330	\$ 492.04	\$ 506.80	522.01	537.67	553.80
092-0696-01	Alberni Valley Minor Softball	4200 Wood Ave	Portion of Lot A, DL 92, Plan 31446	\$ 603.81	\$ 621.93	640.58	659.80	679.59
092-0696-02	Alberni Valley Youth Soccer Association	4200 Wood Ave	Portion of Lot A, DL 92, Plan 31446	\$ 2,545.00	\$ 2,621.35	2,699.99	2,780.99	2,864.42
990-0503-07,990-0503-07	Community Arts Council of the Alberni Valley (97.64% exemption)	3061 - 3098 8th Ave	Lots 20-22, Block 150, DL 1, Plan 197B	\$ 3,183.96	\$ 3,279.48	3,377.86	3,479.20	3,583.58
990-0513-02	Echo Sunshine Club	4255 Wallace St	Portion of Lot 1, DL 1, Plan 5330	\$ 150.31	\$ 154.82	159.46	164.25	169.18
092-0691-02	Mount Arrowsmith Skating Club	3737 Roger St	Office in Multiplex, Port. of Lot 1, Plan 27429	\$ 454.79	\$ 468.43	482.48	496.96	511.87

2024 Permissive Tax Exemptions

990-0513-03	Port Alberni Aquatic - Tsunami Swim Club	4255 Wallace St	Portion of Lot 1, DL 1, Plan 5330	\$ 272.36	\$ 280.53	288.94	297.61	306.54
001-3380-03	Western Vancouver Island Industrial Heritage Society (Portion of Old Arena)	3250 9th Ave	Lot 1, DL 1, Plan 14815	\$ 10,637.36	\$ 10,956.48	11,285.17	11,623.73	11,972.44
Permissive Tax Exemption Central Park Bylaw 2020, Bylaw No. 4997 Partnering Agreement Sec 224(2)(e)								
143-0100-01,143-0100-02	BC SPCA (Alberni Valley Branch)	4936 Broughton St	Part of Lot B, DL 14, Plan 31798 + Part of Lot A, DL 137, Plan 60122	\$ 25,193.07	\$ 25,948.86	26,727.32	27,529.14	28,355.02
001-3932-00	Central Park - 'Gaiga Square'	3009 3rd Ave	Lot A, DL 1, Plan VIP32610	\$ 3,301.69	\$ 3,400.74	3,502.76	3,607.85	3,716.08
001-1144-10	Uchucklesaht Capital Assets Inc.	5201 & 5231 Argyle	Lot A, Block 104, DL 1, Plan VIP197D (DD 375781) of Lots 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100	\$ 5,549.93	\$ 5,716.42	5,887.92	6,064.55	6,246.49
Permissive Tax Exemption Bylaw, 2020, Bylaw No. 4997 - Hospital/Community Care Facility/Seniors Sec 224(2)(h)&(j)								
990-0511-40	Alberni-Clayoquot Continuing Care Society (66.67% exemption)	4411 Wallace St	Lot 1, PLAN VIP5330, DL 1,	\$ 5,300.69	\$ 5,459.71	5,623.51	5,792.21	5,965.98
001-3556-10	Alberni-Clayoquot Continuing Care Society (Echo Village)	4200 10th Ave	Lot A, DL 1, Plan VIS5964	\$ 3,390.01	\$ 3,491.71	3,596.46	3,704.35	3,815.48
001-3930-00	Alberni Valley Senior Citizens' Homes (Pioneer Towers)	4467 Wallace St	Lot A, DL 1, Plan 32448	\$ 1,174.38	\$ 1,209.61	1,245.90	1,283.28	1,321.78
001-3931-00	Alberni-Clayoquot Continuing Care Society (Fir Park Village)	4411 Wallace St	Lot B, DL 1, Plan 32448	\$ 1,293.39	\$ 1,332.19	1,372.16	1,413.32	1,455.72
001-3581-00	Alberni Valley Hospice Society (Hospice centre)	2579 Tenth Avenue	Lot A, DL 1, ALD, Plan VIP23217	\$ 5,967.45	\$ 6,146.48	6,330.87	6,520.80	6,716.42
001-0821-00	Alberni Valley Hospice Society (Ty Watson House)	2649 2nd Ave	Lots 23-24, Block 67, DL 1, Plan 197B	\$ 2,411.71	\$ 2,484.06	2,558.59	2,635.34	2,714.40
Places of Public Worship Bylaw Exemption Bylaw, No. 4998 Sec 224(2)(f)								
001-0331-00	Trinity Anglican Lutheran Church	766 Angus St	Lot 16 - 18, Block 24, DL 1 Plan VIP197B	\$ 979.04	\$ 1,008.41	1,038.66	1,069.82	1,101.92
001-0344-10	Alberni Valley Gurdwara Society	4741 Montrose St	Lot A, Sec 1, Plan VIP71512	\$ 690.63	\$ 711.34	732.68	754.67	777.31
001-1816-00	Bishop of Victoria - Notre Dame Church	4731 Burke Rd	Lot 13 - 16, Block J, DL 1, Plan VIP1558	\$ 1,135.35	\$ 1,169.41	1,204.49	1,240.63	1,277.85
001-2514-00	BC Conference of the Mennonite Brethren Church(Gateway)	4295 - 8th Ave	Lot 6, DL 1, Plan VIP6552	\$ 1,143.82	\$ 1,178.14	1,213.48	1,249.89	1,287.38
001-3053-00	Glenwood Gospel Hall	4450 - 8th Ave	Lot A, Block 2, DL 1, Plan VIP11410	\$ 995.31	\$ 1,025.17	1,055.92	1,087.60	1,120.23
012-0166-00	Lathom Road Gospel Hall	4574 Lathom Rd	Lot 1, 2, 3, Block 11, DL 12, Plan VIP1010	\$ 804.02	\$ 828.14	852.99	878.58	904.94
013-0435-10	Jericho Road Church	5100 Tebo Ave	Portion of Lot 1, DL 13, Plan VIP78180	\$ 591.68	\$ 609.43	627.71	646.54	665.94
045-0343-00	BC Association of Seventh Day Adventist Church	4109 Kendall Ave	Lot 5, DL 45, Plan VIP19662	\$ 970.04	\$ 999.15	1,029.12	1,059.99	1,091.79
001-1498-10	Grace Lutheran Church	4408 Redford St	Block 142, DL 1, PL VIP197B	\$ 823.68	\$ 848.39	873.84	900.06	927.06
Places of Public Worship Bylaw Exemption Bylaw, No. 4998 Sec 224(2)(f) Properties effected by land cap in excess of .5 acres								
001-2912-00	Alberni Valley Christian Reformed Church	5033 Roger St	Lot 4 - 6, DL 1, Plan VIP9644	\$ 1,155.83	\$ 1,190.51	1,226.22	1,263.01	1,300.90
001-3507-00	Khalsa Diwan Society - Guru Nanak Sikh Temple	4144 - 8th Ave	Lot 8, DL 1, Plan VIP18042	\$ 1,044.11	\$ 1,075.44	1,107.70	1,140.93	1,175.16
001-3896-00	Sri Sanatan Dharam Society	4332 Scott St	Lot C, DL 1, Plan VIP29604	\$ 629.17	\$ 648.05	667.49	687.52	708.14
011-0119-00	Horn of Oil Ministries	5350 Margaret St	Lot 3, DL 11, Plan VIP1047	\$ 2,418.28	\$ 2,490.83	2,565.55	2,642.52	2,721.79

2024 Permissive Tax Exemptions

013-0409-00	Arrowsmith Baptist Church	4283 Glenside Rd	Lot B, DL 13, Plan VIP25410	\$ 2,521.96	\$ 2,597.62	2,675.55	2,755.82	2,838.49
045-0357-00	Pentecostal Assemblies of Canada (Elim Tabernacle)	3946 Wallace St	Lot A, DL 45, Plan VIP28546	\$ 850.29	\$ 875.80	902.07	929.14	957.01
091-0079-00	Alberni Valley United Church	3747 Church St	Lot 1, DL 91, PL VIP14938	\$ 2,024.65	\$ 2,085.39	2,147.95	2,212.39	2,278.76
048-0900-00	Church of the Nazarene (Canada Pacific District) Southside Community Church	4190 Victoria Dr	Lot 1, DL 48, PL EPP2112	\$ 297.35	\$ 306.27	315.46	324.93	334.67
TOTAL EST. MUNICIPAL TAXES FOREGONE				\$ 293,429.91	\$ 302,232.81	\$ 311,299.79	\$ 320,638.79	\$ 330,257.95

2024 Municipal Property Taxation Budget Estimated	\$ 28,591,569
Permissive Exemption CAP (15% of Taxation)	\$ 328,803
Total Exemption for 2024	\$ 302,233
(Over)/Under CAP	\$ 26,570

TITLE: PERMISSIVE TAX EXEMPTION				
EFFECTIVE DATE: June 10, 2019	DEPARTMENT: Finance	AUTHORIZED BY: Council	REPLACES: June 25/13 May 25/04	PAGE 1 OF 3

PREAMBLE

Permissive tax exemption is a means for Council to support organizations within the community which further Council's objectives of enhancing quality of life (economic, social, cultural) and delivering services economically. The parameters will provide fair, consistent treatment and consideration for all applicants providing charitable and not for profit services for the benefit of the residents of the City of Port Alberni. After careful consideration of all applications Council may approve a full, a partial, or no tax exemption. This policy guides identification of organizations meeting Council's objectives

POLICY

1. Overall Amount

The total amount of revenue to be foregone by permissive tax exemptions will be set by Council during the development of the Five Year Financial Plan. Permissive tax exemptions approved in the current year for the subsequent tax year will not exceed 1.15% of the current year's total budgeted property tax requisition. The permissive exemption values will be calculated by using the current year's assessment multiplied by the current year's tax rates. In the case where the calculated permissive exemption values for the subsequent year exceed 1.15 % of the current year's tax requisition, all permissive exemptions will be proportionately reduced.

2. Process

Council will consider applications for permissive tax exemptions annually. The opportunity to apply will be advertised 2 times in the local newspaper and letters will be mailed to organizations having an exemption which will expire at the end of the current year so that they may apply for renewal.

Applications must be submitted on prescribed forms available from City Hall, to the Deputy Director of Finance, before August 1st of each year. The Deputy Director of Finance (or their designate) will review the applications for completeness, and arrange contact with applicants for addition information as necessary.

Application forms must be accompanied by:

- Copy of most current Notice to Reader financial statements prepared by an Accountant, or if a new applicant 3 years is required
- A copy of the most current Budget for the organization;
- Copy of state of title certificate or lease agreement, as applicable; and
- Site plan of subject property.

The Deputy Director of Finance will present a summary report of the applications, relative to the eligibility criteria, to Council for consideration.

3. Eligibility Criteria

- a. Application of this permissive tax exemption policy is subject to applicable provincial legislation. Applicants are encouraged to familiarize themselves with the legislation.
- b. In assessing the application of permissive tax exemption to the land or buildings occupied by a qualifying organization, Council will consider the following priorities for granting an exemption:

The land or buildings shall provide for at least one of the following:

- athletic or recreational programs or facilities for youth;
 - services and facilities for persons requiring additional supports; mental wellness and addictions;
 - programming for seniors;
 - protection and maintenance of important community heritage;
 - arts, cultural or educational programs or facilities;
 - emergency and rescue services
 - services for the public in a formal partnership with the City or;
 - preservation to an environmental or ecologically sensitive area designated within the Official Community Plan.
- c. The organization must be a Non-Profit or Registered Charity. Only that part of the property used for non-profit or charitable activities will be considered for exemption. Non-profit or Charitable organizations conducting retail and/or commercial activity including the sale of food and/or liquor, may not be eligible for tax exemption.
 - d. The organization must be seen to be working towards self-sufficiency by seeking funding from other sources, including grants from other levels of Government.
 - e. The organization may be required to show evidence of ongoing, active volunteer involvement
 - f. Applicants must show evidence of a clear mandate and competent administration.
 - g. All recipients of tax exemptions from the City of Port Alberni will be required to publicly acknowledge the exemption.
 - h. Where the land was provided by the City, consideration will be given whether the land was granted or otherwise provided by the City to the organization on the understanding that taxes would continue to be paid.
 - i. Exemptions will not be granted for land held for future development or land greater than normally required for off street parking, buffer zones or to make a reasonable shaped parcel. This includes all exemptions, including Places of Public Worship.

4. Duration of Exemption

Eligible organizations may be considered for tax exemptions exceeding one year (to a maximum of four years) where it is demonstrated that the services/benefits they offer to the community are of a duration equal or greater than the period of tax exemption.

Groups receiving a permissive tax exemption greater than one year in duration will be required to confirm their continued qualification for the exemption annually. It is not guaranteed that the exemption will continue for the term. An exemption can be adjusted based on new information.

For permissive tax exemptions exceeding one year in duration, the permissive tax exemption will be reconsidered if the status of the group or benefit to the community changes, with the intent of revoking the permissive tax exemption and/or requiring repayment of the taxes forgone.

5. Extent and Conditions

Council may at its discretion, reject any or all applications brought forward for consideration in any given year.

Council may designate only a portion of the land/improvements as exempted where the following circumstances exist:

- A portion of the land /improvements is used by the private sector and/or organizations not meeting Council's criteria;
- the applicant already receives a grant-in-aid or other benefit from the City;
- the area does not contribute to the community benefit; budget constraints as indicated in Section 1 of this policy.

PLACES OF PUBLIC WORSHIP EXEMPTIONS

Statutory exemptions are provided to buildings used for public worship, and land beneath the building.

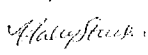

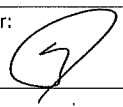
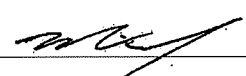
All other land and buildings ancillary to the place of public worship are taxable unless a permissive tax exemption is granted by Council.

Where there is a residence located on the same property as a church, the residence and any ancillary buildings and the land upon which the residence and ancillary buildings actually stand, as well as any area of land deemed to be associated with the use and enjoyment of the residential and ancillary buildings shall be assessed and taxed as residential property.

Where the property on which a church is located exceeds .5 acres, the area of land exempt from taxation, including the statutory exemption, shall be .5 acres.

The Places of Public Worship Exemption Bylaw will be reviewed every four (4) years in conjunction with the term of the Permissive Tax Exemption Bylaw to ensure that the relevant exemptions remain applicable and if necessary to make recommendations to Council in regards to potential Bylaw amendments.

Date: October 11, 2023
File No: 3360-20-2780 Burde
To: Mayor and Council
From: M. Fox, CAO
Subject: **DEVELOPMENT APPLICATION – OCP and Zoning Bylaw Amendments at 2780 Burde Street, Port Alberni**
LOT B (SEE PLAN EP71136), BLOCK 27, DISTRICT LOT 139, ALBERNI DISTRICT, PLAN 1562 (PID: 024-836-117)
Applicant: B. Elliott

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

1. THAT "Official Community Plan Amendment (2780 Burde Street) Bylaw No. 5084" be now introduced and read a first time.
2. THAT "Zoning Map Amendment (2780 Burde Street) Bylaw No. 5085" be now introduced and read a first time.
3. THAT "Official Community Plan Amendment (2780 Burde Street) Bylaw No. 5084" be read a second time.
4. THAT "Zoning Map Amendment (2780 Burde Street) Bylaw No. 5085" be read a second time.
5. THAT the amending bylaws No.'s 5084 and 5085 be advanced to a Public Hearing on Monday November 13, 2023 at 6:00 pm in City Hall, Council Chambers.

PURPOSE

To consider Official Community Plan (OCP) Amendment Bylaw 5084 and Zoning Amendment Bylaw 5085 for the property at 2780 Burde Street. Proposed amendments would change the property's land use designation to *Residential (RES)* in the OCP and change the property's zoning to *RR2 Semi Rural Residential* in Zoning Bylaw No. 5074, 2023 to enable construction of a single-detached dwelling.

BACKGROUND

The eastern end of Burde Street, known as Arrowsmith Heights in the Official Community Plan (OCP), consists of a mix of large rural lots and historically created smaller lots occupied by single-detached homes. Zoning is a mix of rural, semi-rural, and residential properties including several lots with *Future Development (FD)* zoning. The purpose of the *FD Future Development* zone is "to retain land required for future development in large parcels, to the extent possible, so that urban development may someday proceed in an orderly fashion."

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

Subject Property and Site Context

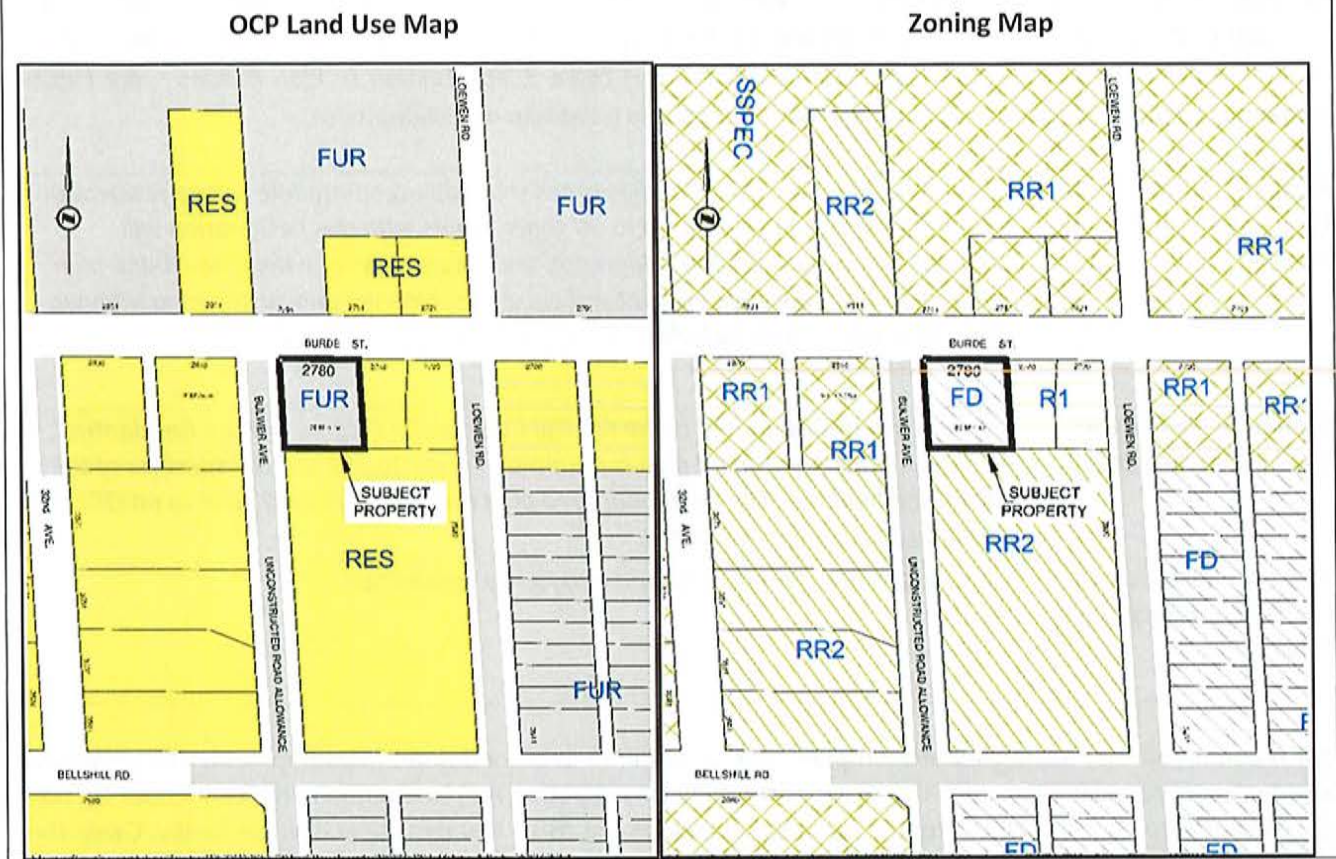
The subject property is a 1,534 m² vacant lot with frontage onto Burde Street, located approximately 550 metres east of the Uplands residential neighbourhood. A road right of way for Bulwer Avenue used to access a neighbouring property abuts the subject property's western lot line. The subject property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

Location	East end of Burde Street, approximately 550 metres east of Uplands residential neighbourhood. Area named "Arrowsmith Heights" in the OCP.
Total Area	1,534 m ² (0.38 acres)
Current Land Use (OCP)	Future Residential (FUR)
Proposed Land Use (OCP)	Residential (RES)
Current Zoning	Future Development (FD)
Proposed Zoning	Semi-Rural Residential (RR2)
Relevant Guidelines	<ul style="list-style-type: none"> • OCP Section C Plan Goals & Land Use Designations – Table 3 • OCP Section D Plan Policies – 4.0 Residential • OCP Section D Plan Policies – 4.2 Residential (RES) • OCP Section D Plan Policies – 9.2 Sanitary Sewer • Zoning Bylaw section 5.10 – RR2 Semi Rural Residential zone • Sewage System Regulation / BC Public Health Act

Figure 1 – Subject Property Map



Figure 2 – OCP Land Use and Zoning Designation



ALTERNATIVES/OPTIONS

1. THAT "Official Community Plan Amendment (2780 Burde Street) Bylaw No. 5084" be now introduced and read a first time.

 THAT "Zoning Map Amendment (2780 Burde Street) Bylaw No. 5085" be now introduced and read a first time.

 THAT "Official Community Plan Amendment (2780 Burde Street) Bylaw No. 5084" be read a second time.

 THAT "Zoning Map Amendment (2780 Burde Street) Bylaw No. 5085" be read a second time.

 THAT the amending bylaws No.'s 5084 and 5085 be advanced to a Public Hearing on Monday November 13, 2023 at 6:00 pm in City Hall, Council Chambers.
2. Council may decline to give first reading.
3. Council may direct staff to provide additional information.

ANALYSIS

OCP Policy and Land Use Designation

The proposed *Residential (RES)* land use aligns with surrounding low-density residential neighbourhood and the definition of *Future Residential (FUR)* in Section 4.0 Residential in the OCP. However, the policy statements in the OCP under *Section C: Goals & Land Use Designations – Table 3*, and *Section D: Plan Policies – 4.4 Future Residential* state that a neighbourhood plan be required as a condition of development.

Section C: Plan Goals & Land Use Designations – Table 3	<i>Future Residential FUR: Identifies areas that will accommodate future residential growth at a low density for up to 20 years. Lands with this designation will require as a condition of development, the preparation of a neighbourhood plan that identifies how development will occur in a planned and sustainable manner. This designation may include some non-residential land uses.</i>
Section D: Plan Policies - 4.4.2 Future Residential	<i>In those areas designated in the Official Community Plan as “Future Residential”, a detailed neighbourhood plan is required in order to address the specifics of the proposed land use. The neighbourhood plan must be approved prior to an OCP designation change by Council.</i>
Section C: Plan Goals & Land Use Designations – Table 3	<i>Residential RES: Permits one and two family residential.</i>

Staff recommend that a “neighbourhood plan” not be required as a condition of development. The proposed individual semi-rural lot aligns with the intent of the *Future Residential (FUR)* definition in the OCP under *Section 4.0 Residential (p. 35)*. The OCP intent is for future development to be low density and single family. Given the limited size of the property and that the proposed amendments would enable development of one single-detached dwelling and an accessory dwelling unit at most, staff are satisfied a site plan is sufficient and that a neighbourhood plan is not required.

OCP policy also considers future sanitary sewer service to the Arrowsmith Heights neighbourhood:

Section D: Plan Policies – 9.2.3 Sanitary Sewer	<i>Development of the Arrowsmith Heights area at an urban density will require construction of a sewer trunk as a precondition of development.</i>
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The applicant’s request for *RR2 Semi-Rural Residential* zoning is considered to be low-density development. Staff do not consider this to be an “urban density” requiring construction of a sewer trunk main as a precondition of development.

Zoning Bylaw No. 5074, 2023

The proposed *RR2 Semi-Rural Residential* zone aligns with existing low-density residential neighbourhood. Zoning Bylaw descriptions for the current and proposed zoning are below:

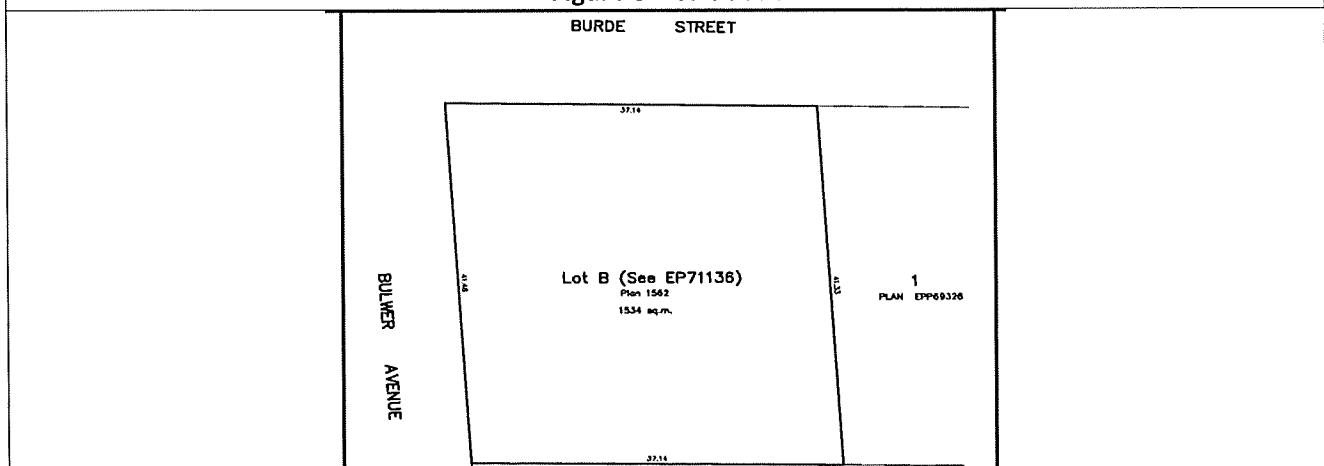
Current	5.8 FD Future Development	<i>The purpose of this zone is to retain land required for future development in large parcels, to the extent possible, so that urban development may someday proceed in an orderly fashion. These zone provisions enable lands to be used for open space, parks, or forestry uses on an interim basis.</i>
Proposed	5.10 RR2 Semi-Rural Residential Zone	<i>The purpose of this zone is to provide for low density development of a semi-rural character.</i>

As most properties zoned *FD* are relatively large, the zone's *Maximum Lot Coverage* is limited to 10%. With *FD* zoning, the maximum coverage permitted on the subject property for all buildings and structures would be approximately 153 m² (1651 ft²). The *RR2* zone permits a higher *Maximum Lot Coverage* more consistent with residential properties (33%), which would provide the property owner more freedom in designing their dwelling and property. The subject property meets the requirements of the *RR2 Semi-Rural Residential* zone.

Table 2 – Zone Requirements and Proposed Lot Dimensions

<i>Site Regulations</i>	<i>FD Future Development</i>	<i>RR2 Semi Rural Residential</i>	<i>Current Lot dimensions</i>
<i>Minimum Lot Area</i>	40,000 m ² (9.88 acres)	1,160 m ² (0.28 acres)	1,534 m ² (0.38 acres)
<i>Minimum Frontage</i>	150 m	23 m	37.2 m
<i>Maximum Coverage</i>	10%	33%	n/a

Figure 3 – Site Plan



Infrastructure and Servicing

This neighbourhood is not serviced by municipal sanitary sewers system. As an alternative, the subject property would be serviced by an on-site sanitary system, which are regulated by the Province of BC under the *Sewerage System Regulation*. These systems must be designed by an authorized wastewater practitioner, and have a maintenance plan registered with the Province. The property owner is responsible for maintenance and ensuring compliance with provincial regulations. The applicant has already provided a report from a Registered Onsite Wastewater Practitioner (R.O.W.P) confirming the property's ability to support a septic system.

Staff Notes:

- Single-detached dwelling is already a *Permitted Use* of the *FD Future Development* zone. The proposed *RR2 Semi-Rural Residential* zoning would provide the applicant more flexibility in dwelling size and design.
- Staff recommend a restrictive covenant (s.219 *Land Title Act*) be placed on property title as a condition of development. The covenant would require the properties be connected to municipal sanitary sewer service upon future construction of the sewer trunk extension which supports the intent of Council Policy in the OCP under section 9.2.3 *Sanitary Sewer*.
- The OCP amendment requires a Public Hearing to be held.

EXTERNAL REFFERALS

Agency/department	Comments
B.C. Hydro	No concerns.
Vancouver Island Health Authority	Proper permits and waivers must be obtained prior to commencing any work related to altering or extending water supply systems. Do not recommend approval of rezoning unless parcel is connected to a community municipal sewage system as lot is below Island Health's Subdivision Standards for minimum parcel size.
Fortis BC	FortisBC has no gas lines in the area and therefore has no concerns.
Telus	No response.
Shaw	No response.
Canada Post (Local)	No response.
Canada Post (Nanaimo)	No response.
R.C.M.P.	No response.

Agency/department	Comments
Hupacasath First Nation	No response.
Tseshah First Nation	No response.

Staff Notes:

- This application concerns a historically created lot, no subdivision is involved.
- Development of a single-detached dwelling is already permitted on the subject property with current zoning.
- The applicant has had the property assessed by a R.O.W.P. as required by the Province, the regulatory body for on-site waste water systems.

IMPLICATIONS

Supporting this application at 2780 Burde Street would enable construction of a single-detached dwelling. The new dwelling would be serviced by municipal water, but connected to a private on-site sanitary septic system. Staff recommend a restrictive covenant be placed on land title requiring the property be connected to municipal sanitary sewer if/when service is extended to the Arrowsmith Heights neighbourhood.

COMMUNICATIONS

The Development Review Committee expressed no concerns for the application beyond requesting registration of the restrictive covenant.

The application was referred to the Advisory Planning Commission for their meeting on June 15, 2023 however quorum was not met and no motion was passed.

In accordance with *Section 475 of the Local Government Act (LGA)*, the City provided an additional opportunity for input to those whose interests may be affected by the application. City staff mailed letters to all owners and occupants of properties within 100 metres of the subject property. A total of 24 letters were mailed, to which no responses were received.

If Council chooses to advance the application to a Public Hearing, staff will proceed with all required statutory notices. This will include additional notification to owners and occupants within 100 metres and notice in the newspaper.

BYLAWS/PLANS/POLICIES

1. Official Community Plan

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

2. Zoning Bylaw No. 5074, 2023:

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

SUMMARY

The City has received an application for amendments to the OCP and Zoning Bylaw No. 5074 proposing to change the land use designation of the property to *Residential (RES)*, and the zoning classification to *RR2 Semi-Rural Residential*. This would allow the applicant to construct a single-detached dwelling.

Staff support the proposed amendments and recommend that amending Bylaws 5084 and 5085 be given first and second readings, and that Council advance the application to a Public Hearing on Monday November 13, 2023.

ATTACHMENTS/REFERENCE MATERIALS

- Draft “OCP Amendment (2780 Burde Street) Bylaw No. 5084”
- Draft “Zoning Map Amendment (2780 Burde Street) Bylaw No. 5085”

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

CITY OF PORT ALBERNI

BYLAW NO. 5084

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

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

1. Title

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

2. Official Community Plan Amendments

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

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

READ A FIRST TIME this day of , 2023.

READ A SECOND TIME this day of , 2023

A PUBLIC HEARING WAS HELD this day of , 2023.

READ A THIRD TIME this day of , 2023.

FINALLY ADOPTED this day of , 2023.

Mayor

Corporate Officer

CITY OF PORT ALBERNI

BYLAW NO. 5085

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

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

1. Title

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

2. Zoning Amendment

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

3. Map Amendments

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

READ A FIRST TIME this day of , 2023.

READ A SECOND TIME this day of , 2023

A PUBLIC HEARING WAS HELD this day of , 2023.

READ A THIRD TIME this day of , 2023.

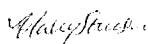
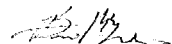
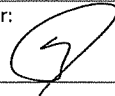
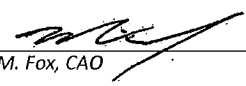
FINALLY ADOPTED this day of , 2023.

Mayor

Corporate Officer

[illegible]

Date: October 11, 2023
File No: 3360-20-3690 Loewen_2791 Burde
To: Mayor and Council
From: M. Fox, CAO
Subject: **DEVELOPMENT APPLICATION – OCP and Zoning Bylaw Amendments at 3690 Loewen Road and 2791 Burde Street, Port Alberni**
LOT 1, DISTRICT LOT 139, ALBERNI DISTRICT, PLAN 19284 (PID: 000-962-805)
LOT 21, DISTRICT LOT 139, ALBERNI DISTRICT, PLAN 1401A, EXCEPT THAT PART INCLUDED WITHIN PARCEL A(DD 82302N) AND EXCEPT THOSE PARTS IN PLANS 13102 AND 19284
Applicant: Prism Land Surveying Ltd.

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

1. THAT "Official Community Plan Amendment (3690 Loewen Road and 2791 Burde Street) Bylaw No. 5092" be now introduced and read a first time.
2. THAT "Zoning Map Amendment (3690 Loewen Road and 2791 Burde Street) Bylaw No. 5093" be now introduced and read a first time.
3. THAT "Official Community Plan Amendment (3690 Loewen Road and 2791 Burde Street) Bylaw No. 5092" be read a second time.
4. THAT "Zoning Map Amendment (3690 Loewen Road and 2791 Burde Street) Bylaw No. 5093" be read a second time.
5. THAT the amending bylaws No.'s 5092 and 5093 be advanced to a Public Hearing on Monday November 13, 2023 at 6:00 pm in City Hall, Council Chambers

PURPOSE

To consider Official Community Plan (OCP) Amendment Bylaw 5092 and Zoning Amendment Bylaw 5093 for the properties at 3690 Loewen Road and a portion of 2791 Burde. Proposed amendments would change the properties' land use designation to *Residential (RES)* in the OCP and change the properties' zoning to *RR2 Semi-Rural Residential* in Zoning Bylaw No. 5074, 2023 to enable a lot boundary adjustment.

BACKGROUND

The properties at 3690 Loewen Road and 2791 Burde Street are both designated *FUR Future Residential* in the Official Community Plan (OCP) and zoned *RR1 Rural Residential* in Zoning Bylaw No. 5074, 2023. The property owner(s) of 3690 Loewen Road wish to purchase a small portion of 2791 Burde Street to consolidate it with the rear of their property. The intent is for the consolidated property to serve as a buffer for their residence located

immediately to the north at 3700 Loewen Road in the event of any future development in the area. This process requires a lot boundary adjustment.

Although the property at 3690 Loewen Road is gaining land, it would still not meet the required *Minimum Lot Area* of its current *RR1 Rural Residential* zoning. Therefore, the entirety of 3690 Loewen Road, and the portion of 2791 Burde Street to be consolidated, both require rezoning to *RR2 Semi-Rural Residential* to ensure that the resulting lot is in conformance with the Zoning Bylaw. An OCP map amendment is required to align the land use designation of the properties with the proposed residential zoning. No development is currently proposed for 3690 Loewen Road post-lot boundary adjustment.

Subject Property and Site Context

The subject properties are located along Loewen Road, approximately 175 meters north of the Loewen Road and Burde Street intersection in a neighbourhood called “Arrowsmith Heights” in the OCP. Both properties are designated *Future Residential (FUR)* in the OCP and zoned *RR1 Rural Residential* in the *Zoning Bylaw*.

3690 Loewen Road is an approximately 1394 m² vacant lot. 2791 Burde Street is a large lot occupied by one single-detached dwelling in addition to a large expanse of undeveloped land. The portion of land at 2791 Burde Street with proposed amendments is approximately 1427 m² and is located in the property’s north-west corner.

Location	Approximately 175 m north of the Loewen Road and Burde Street intersection on the west side of the street. Neighborhood named “Arrowsmith Heights” in OCP.
Total Area(s)	<ul style="list-style-type: none"> • 3690 Loewen Road: Approx. 1394 m² (0.34 acres) • Portion of 2791 Burde Street: Approx. 1427 m² (0.35 acres) • Combined Total: Approx. 2821 m² (0.70 acres)
Current Land Use (OCP)	Future Residential (FUR)
Proposed Land Use (OCP)	Residential (RES)
Current Zoning	RR1 Rural Residential
Proposed Zoning	RR2 Semi-Rural Residential
Relevant Guidelines	<ul style="list-style-type: none"> • <i>OCP Section C Plan Goals & Land Use Designations – Table 3</i> • <i>OCP Section D Plan Policies – 4.2 Residential (RES)</i> • <i>OCP Section D Plan Policies – 9.2 Sanitary Sewer</i> • <i>Zoning Bylaw section 5.9 – RR1 Rural Residential Zone</i> • <i>Zoning Bylaw section 5.10 – RR2 Semi Rural Residential Zone</i>

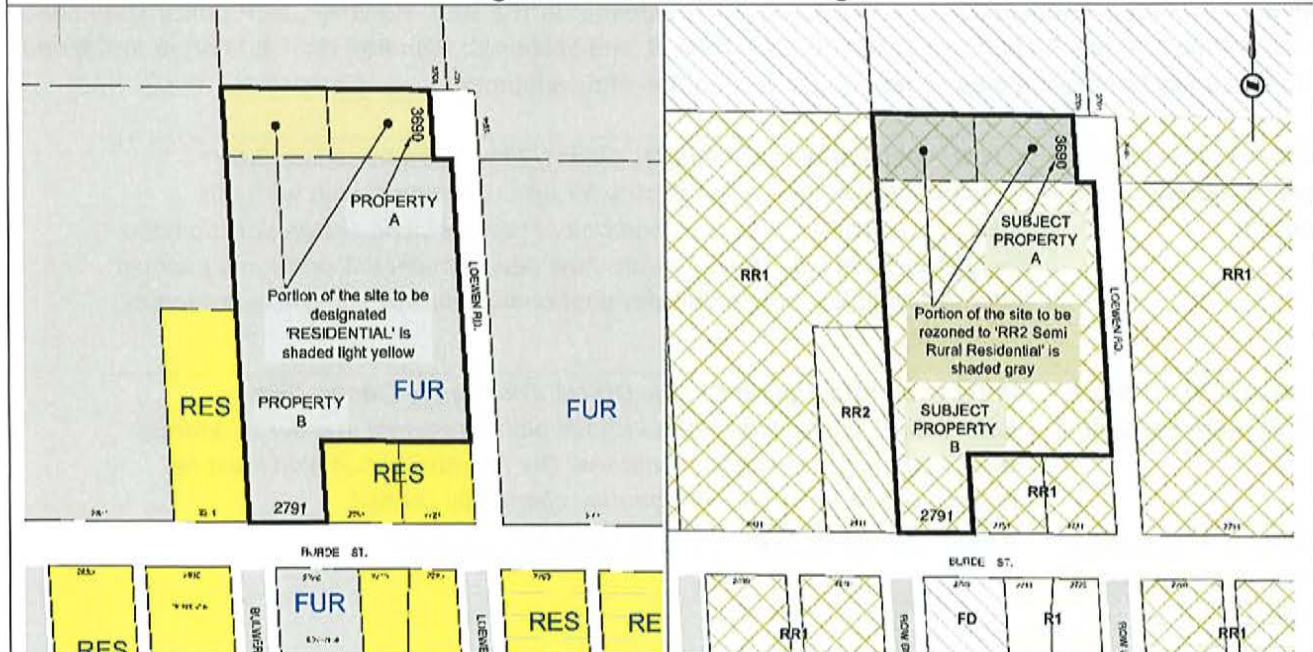
Figure 1 shows the location of both subject properties (3690 Loewen Road shaded orange and 2791 Burde Street shaded blue) and illustrates their approximate dimensions “before” and “after” the proposed lot boundary adjustment. The total area of land with proposed OCP and zoning bylaw amendments is shaded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

Figure 1 – Subject Property Maps Before and After



The surrounding area is a mix of large rural lots and historically created smaller lots with single detached homes. Zoning is a mix of future development, rural, semi rural, and residential properties.

Figure 2 – Land Use and Zoning



ALTERNATIVES/OPTIONS

1. *THAT "Official Community Plan Amendment (3690 Loewen Road & 2791 Burde Street) Bylaw No. 5092" be now introduced and read a first time.*

THAT "Zoning Map Amendment (3690 Loewen Road & 2791 Burde Street) Bylaw No. 5093" be now introduced and read a first time.

THAT "Official Community Plan Amendment (3690 Loewen Road & 2791 Burde Street) Bylaw No. 5092" be read a second time.

THAT "Zoning Map Amendment (3690 Loewen Road & 2791 Burde Street) Bylaw No. 5093" be read a second time.

THAT the amending bylaws No.'s 5092 and 5093 be advanced to a Public Hearing on Monday November 13, 2023 at 6:00 pm.

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

ANALYSIS

OCP Policy and Land Use Designation

The proposed *Residential (RES)* land use aligns with surrounding low-density residential neighbourhood and the definition of *Future Residential (FUR)* in *Section 4.0 Residential* in the OCP. However, OCP policy statements under *Section C: Goals & Land Use Designations – Table 3*, and *Section D: Plan Policies – 4.4 Future Residential* state that a neighbourhood plan be required as a condition of development.

Section C: Plan Goals & Land Use Designations – Table 3	<i>Future Residential FUR Identifies areas that will accommodate future residential growth at a low density for up to 20 years. Lands with this designation will require as a condition of development, the preparation of a neighbourhood plan that identifies how development will occur in a planned and sustainable manner. This designation may include some non-residential land uses.</i>
Section D: Plan Policies - 4.4.2 Future Residential	<i>In those areas designated in the Official Community Plan as "Future Residential", a detailed neighbourhood plan is required in order to address the specifics of the proposed land use. The neighbourhood plan must be approved prior to an OCP designation change by Council.</i>
Section C: Plan Goals & Land Use Designations – Table 3	<i>Residential RES: Permits one and two family residential.</i>

Staff recommend that a “neighbourhood plan” not be required as a condition of development. The lot boundary adjustment does not result in any new lots being created and the proposed single semi-rural lot aligns with the intent of the *Future Residential (FUR)* definition in the OCP under *Section 4.0 Residential* (p. 35). The OCP intent is for future development to be low density and single family. Given that proposed amendments would not change what can currently be built on the property (one single-detached dwelling and an accessory dwelling unit at most) and that no development is proposed, staff are satisfied the site plan is sufficient and that a neighbourhood plan is not required.

OCP policy also considers future sanitary sewer service to the Arrowsmith Heights neighbourhood. The applicant’s request for *RR2 Semi-Rural Residential* zoning is considered to be low density development. Staff do not consider this to be an “urban density” requiring construction of a sewer trunk main as a precondition of development.

Section D: Plan Policies – 9.2.3 Sanitary Sewer	<i>Development of the Arrowsmith Heights area at an urban density will require construction of a sewer trunk as a precondition of development.</i>
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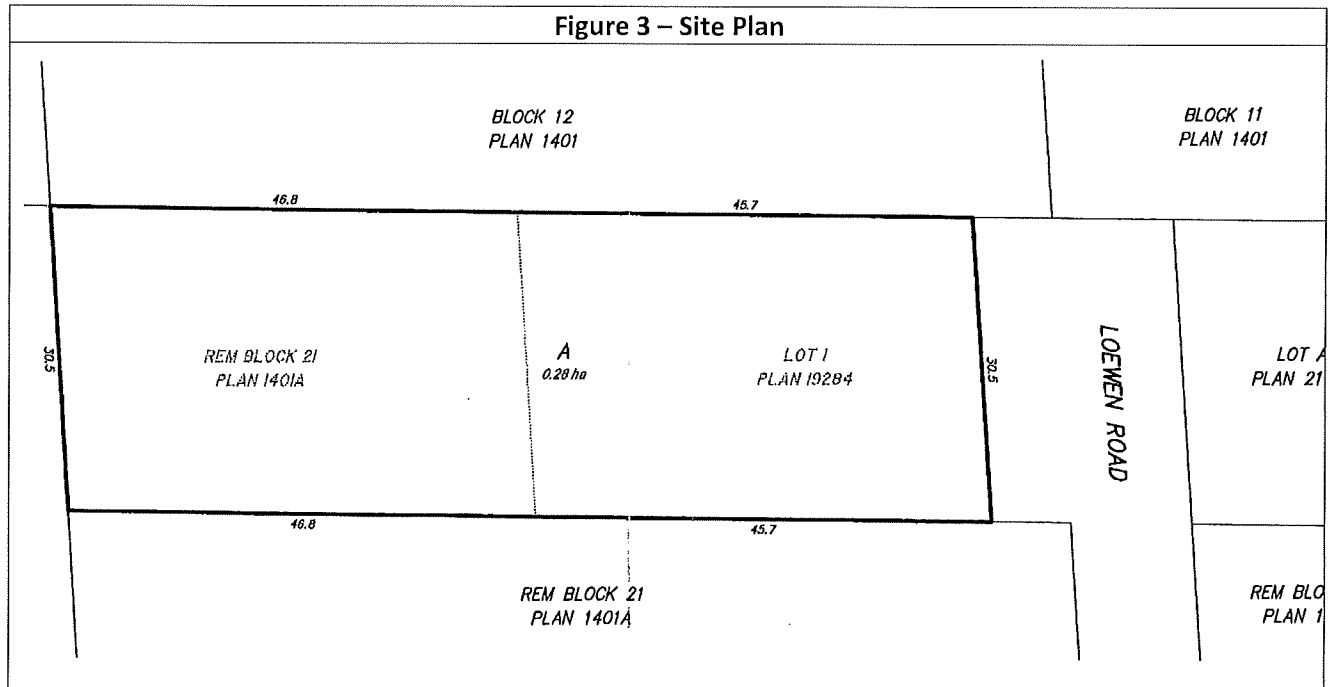
Zoning Bylaw No. 5074, 2023

The proposed *RR2 Semi-Rural Residential* zone aligns with the area’s low-density residential neighbourhood and would not enable any uses additional to those already permitted under the property’s current *RR1 Rural Residential* zoning. Zoning Bylaw descriptions for the current and proposed zoning are below:

Current	<i>5.9 RR1 Rural Residential</i>	<i>The purpose of this zone is to provide for low density development of a rural character, with larger lots, serviced by on-site sewage disposal field.</i>
Proposed	<i>5.10 RR2 Semi-Rural Residential Zone</i>	<i>The purpose of this zone is to provide for low density development of a semi-rural character</i>

The subject property meets the requirements of the *RR2 Semi-Rural Residential* zone.

Table 2 – Zone Requirements and Proposed Lot Dimensions			
<i>Site Development Regulations</i>	<i>RR1 Rural Residential</i>	<i>RR2 Semi-Rural Residential</i>	<i>Current Lot dimensions</i>
<i>Minimum Lot Area</i>	4,000 m ² (0.988 acres)	1,160 m ² (0.28 acres)	2821.25 m ² (0.7 acres)
<i>Minimum Frontage</i>	40 m	23 m	30.5 m



Infrastructure and Servicing

This neighbourhood is not serviced by municipal sanitary sewers system. If the subject property is developed in the future, it would be serviced by an on-site sanitary system, which are regulated by the Province of BC under the *Sewerage System Regulation*. These systems must be designed by an authorized wastewater practitioner, and have a maintenance plan registered with the Province. The property owner is responsible for maintenance and ensuring compliance with provincial regulations.

Staff Notes:

- Staff recommend a restrictive covenant (s.219 Land Title Act) be placed on property title for the property at 3690 Loewen Road as a condition of development. The covenant would require the property be connected to municipal sanitary sewer service upon future construction of the sewer trunk extension which supports the intent of Council Policy in the OCP under section 9.2.3 *Sanitary Sewer*.
- The OCP amendment requires a Public Hearing to be held.

EXTERNAL REFFERALS

Agency/department	Comments
B.C. Hydro	No concerns.
V.I.H.A.	Proper permits and waivers must be obtained prior to commencing any work related to altering or extending water supply systems.

Agency/department	Comments
	Sewage disposal must be constructed as per the requirements of the sewerage system regulation. VIHA will have the opportunity to review any subdivision applications through the referral process with MOTI to ensure the proposal meet subdivision standards.
Fortis BC	FortisBC has no gas lines in the area and therefore no concerns.
Hupacasath First Nation	No concerns.
Tseshah First Nation	No response.
Telus	No response.
Shaw	No response.
Canada Post (Local)	No response.
Canada Post (Nanaimo)	No response.
R.C.M.P.	No response.

IMPLICATIONS

Supporting this application at 3690 Loewen Road and 2791 Burde Street would enable a lot boundary adjustment. No new lots would be created. Staff recommend a restrictive covenant be placed on the property at 3690 Loewen Road land title requiring that the property be connected to municipal sanitary sewer if/when service is extended to the Arrowsmith Heights neighbourhood.

COMMUNICATIONS

The Development Review Committee (DRC) expressed no concerns for the application beyond requesting registration of the restrictive covenant.

The application was discussed by members of the Advisory Planning Commission (APC) at their meeting on July 20th, 2023. The APC passed a motion recommending that Council support the application.

In accordance with *Section 475 of the Local Government Act (LGA)*, the City provided an additional opportunity for input to those whose interests may be affected by the application. This is required for all OCP amendments. City staff mailed letters to all owners and occupants of property within 100 metres of the subject property. A total of 18 letters were mailed, one response was received from a neighbor in support of the application.

If Council chooses to advance the application to a Public Hearing staff will proceed with all required statutory notices. This will include notification to owners and occupants within 100 metres and notice in the newspaper.

BYLAWS/PLANS/POLICIES

1. Official Community

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

2. Zoning Bylaw 5074, 2023:

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

SUMMARY

The City has received an application for amendments to the OCP and *Zoning Bylaw No. 5074, 2023* proposing to change the land use designation of the property to *Residential (RES)*, and the zoning to *RR2 Semi-Rural Residential*. This would enable a lot boundary adjustment.

Staff support the proposed amendments and recommend that amending bylaws 5092 and 5093 be given first and second readings, and that Council advance the application to a Public Hearing on November 13, 2023.

ATTACHMENTS/REFERENCE MATERIALS

- *Advisory Planning Commission July 20, 2023 Meeting Minutes*
- *Draft “OCP Amendment (3690 Loewen Road & 2791 Burde Street) Bylaw No. 5092”*
- *Draft “Zoning Map Amendment (3690 Loewen Road & 2791 Burde Street) Bylaw No. 5093”*

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

J:\Engineering\Planning\Development Applications\ZoningAmend\ZON-2023\ZON_2023_02 -3690 Loewen & 2791 Burde Prism Land Surveying\Council



**Summary Report / Minutes of the Advisory Planning Commission Meeting
held on July 20, 2023 at 12:00 p.m.
(Council Chambers, Port Alberni City Hall, 4850 Argyle Street)**

Commission Members Present

Ed Francoeur (Chair)
Stefanie Weber (Vice-Chair)
Joe McQuaid
Harley Wylie (Alt. – Tseshah (č išaa?ath) F.N)
Callan Noye
Sandy McRuer
Councillor Dustin Dame (Council Liaison)
Derrin Fines (P.A.F.D. Liaison)

Regrets

Dan Holder
Ken Watts (ECC, Tseshah (č išaa?ath) F.N)
Christine Washington, (SD70 Liaison)
Representative, (Hupačasath F.N)
Peter Dionne, R.C.M.P. Liaison
Wayne Mihalic (Parks Liaison)
Scott Smith, Director of Dev.Services/Deputy CAO

Staff

Brian McLoughlin, Manager of Planning
Haley Stevenson, Planner I
Cara Foden, Planning Technician

Guests

City Director of Corporate Services (D. Monteith)
Applicant/s: Rachel Hamling (remote access)
Members of the Public: none present

Alternates (not in attendance)

Larry Ransom (Alt.– S.D.70)
S./Sgt. Mike Thompson (Alt.– RCMP)
Councillor Deb Haggard (Alt. Council Liaison)



1. Acknowledgements and Introductions

- An acknowledgement was made that this APC meeting is being held within the un-ceded, traditional territories of the Hupačasath Nation and the Tseshah (č išaa?ath) First Nation.

2. Election of Chair and Vice-Chair for 2023

Chair – Ed Francoeur
Vice-Chair – Stefanie Weber

3. Adoption of previous meeting minutes

- Draft Summary Minutes from the APC Meeting held on May 18, 2023
- Draft Summary Minutes from the APC Meeting held on June 15, 2023
(Weber / McQuaid) CARRIED

4. DEVELOPMENT APPLICATION – Proposed OCP and Zoning Bylaw Amendments

3690 Loewen Road and 2791 Burde Street

Lot 1, District Lot 139, Alberni District, Plan VIP19284 (PID: 000-962-805); and

2791 Burde Street

Lot 21, District Lot 139, Alberni District, Plan 1401A, Except that part included within Parcel A (DD 82302N) And Except those parts in Plans 13102 and 19284 (PID: 005-712-343)

APPLICANT: R. Hamling agent for Prism Land Surveying Ltd.

- Planner I introduced the applicant who joined the meeting via remote access.
- Planner I summarized the staff report dated July 12, 2023.

- Attendees discussed the proposed OCP and Zoning Bylaw amendments with respect to the following:
 - Lot configuration was discussed and clarified for APC members.
 - The proposed amendments and rationale for the applicant's request were clarified.

Motion:

That the Advisory Planning Commission recommends to City Council that Council support the application.

(McRuer / Noye) CARRIED

5. Updates from the Manager of Planning

- Zoning modernization Bylaw – Received 1st and 2nd reading on July 10, 2023. A public Hearing was scheduled for July 31, 2023.
- 2042 Official Community Plan – staff planning to resume work potentially in the fall. More updates forthcoming.
- Update on 3325 Johnston Road Microtel development application.

6. Other Business

- 7. Adjournment** – The meeting adjourned at 12:30 pm. The next meeting is scheduled for 12:00 pm on **August 17, 2023.**



(Chair)

APC-SummaryMinutes-July20-2023 - Reviewed by bm

CITY OF PORT ALBERNI

BYLAW NO. 5092

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

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

1. Title

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

2. Official Community Plan Amendments

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

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

READ A FIRST TIME this day of , 2023.

READ A SECOND TIME this day of , 2023

A PUBLIC HEARING WAS HELD this day of , 2023.

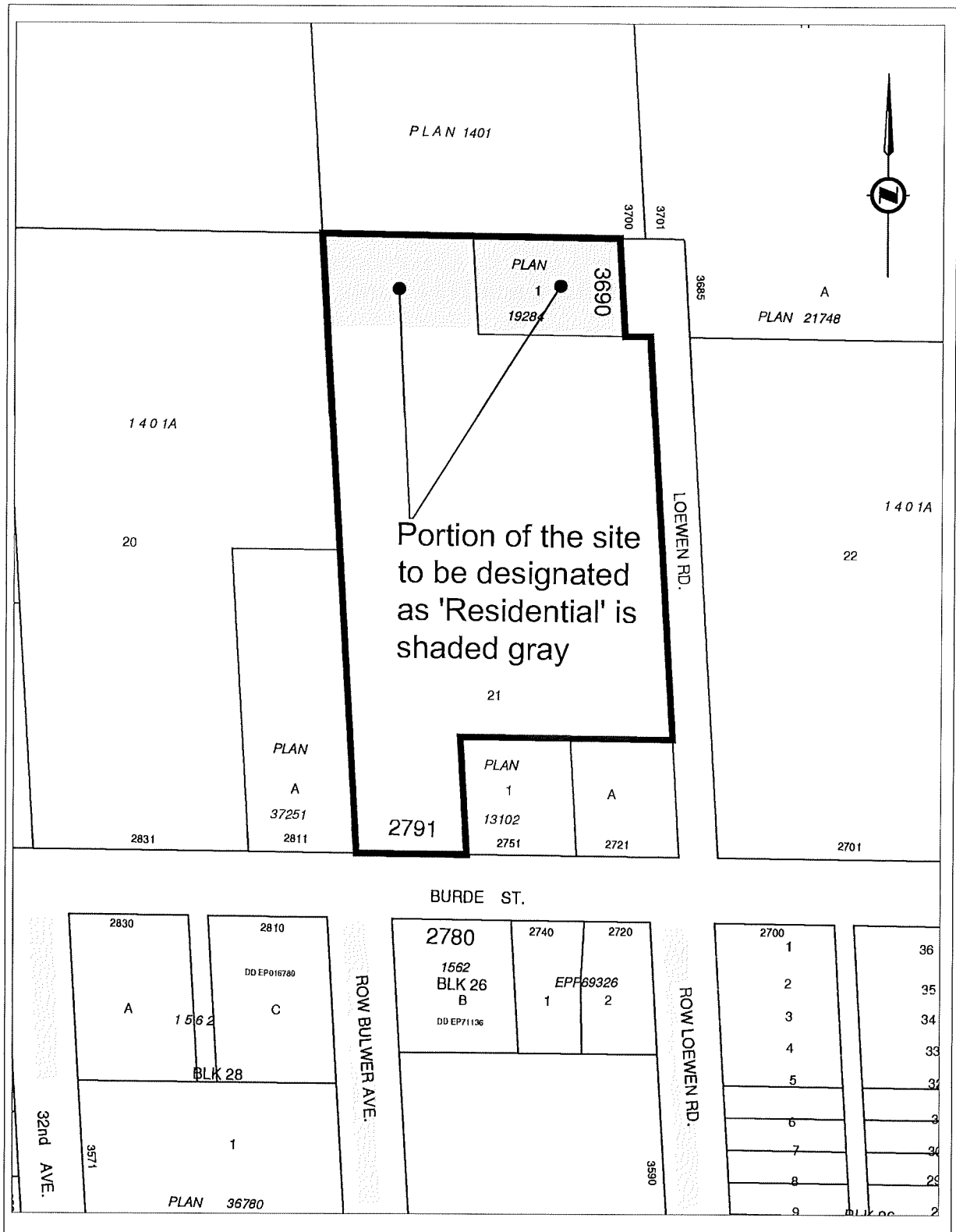
READ A THIRD TIME this day of , 2023.

FINALLY ADOPTED this day of , 2023.

Mayor

Corporate Officer

Schedule "A" to Bylaw 5092



CITY OF PORT ALBERNI

BYLAW NO. 5093

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

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

1. Title

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

2. Zoning Amendment

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

3. Map Amendments

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

READ A FIRST TIME this day of , 2023.

READ A SECOND TIME this day of , 2023

A PUBLIC HEARING WAS HELD this day of , 2023.

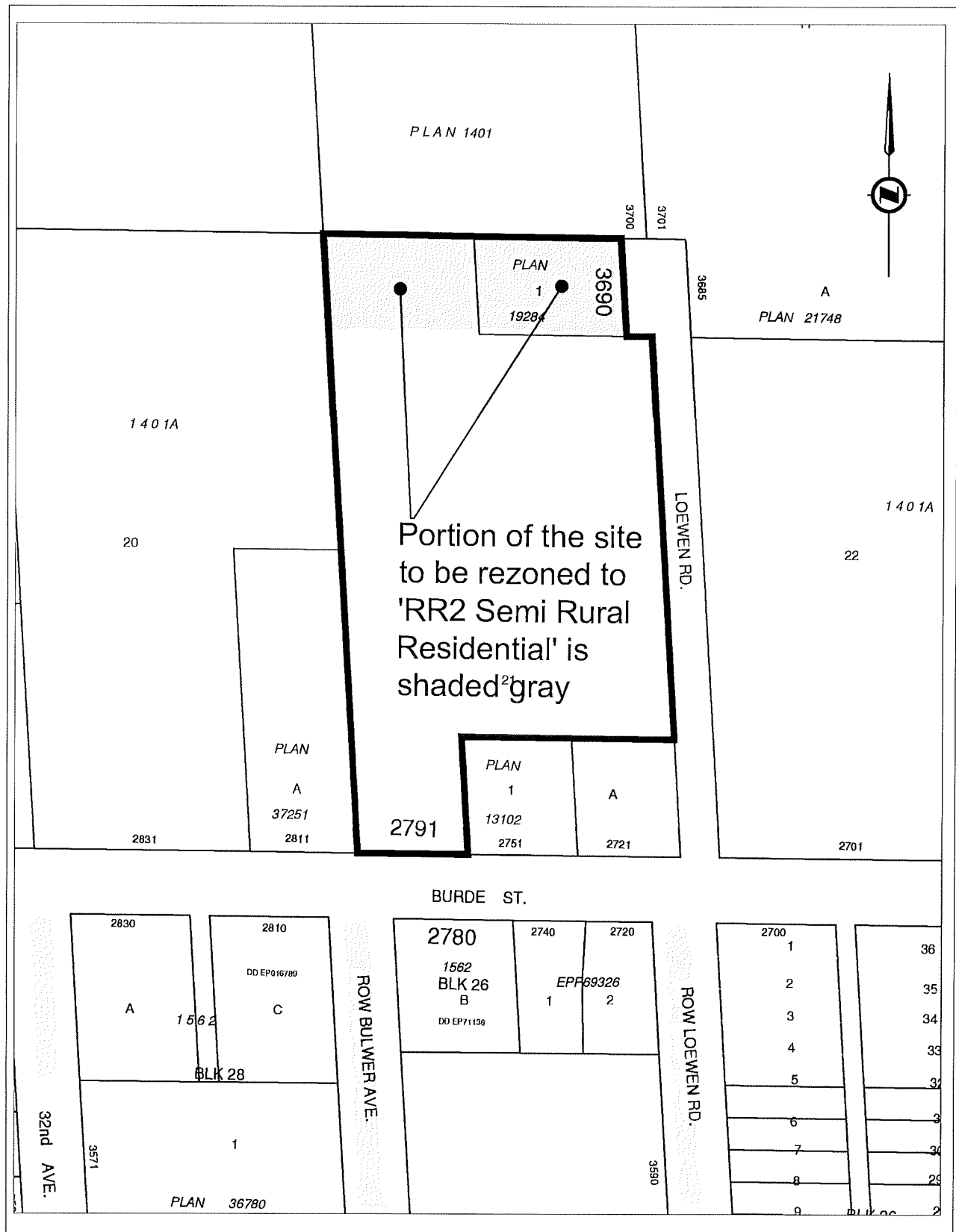
READ A THIRD TIME this day of , 2023.

FINALLY ADOPTED this day of , 2023.

Mayor

Corporate Officer

Schedule "A" to Bylaw No. 5093



RECEIVED
OCT 16 2023
CITY OF PORT ALBERNI

<input checked="" type="checkbox"/> Council	<input checked="" type="checkbox"/> Economic Development
<input checked="" type="checkbox"/> Mayor	<input type="checkbox"/> Engineering
<input checked="" type="checkbox"/> CAO	<input type="checkbox"/> Parks, Rec. & Heritage
<input checked="" type="checkbox"/> Finance	<input type="checkbox"/> Development Services
<input checked="" type="checkbox"/> Corporate Services	<input type="checkbox"/> Community Safety
<input checked="" type="checkbox"/> Agenda	<input type="checkbox"/> Other

File # 0230-01 **Rem Oct 13, 23**



October 16, 2023

To: Board of Directors, Alberni Clayoquot Regional District

From: Alberni Valley Makerspace

Re: Letter of support request, REDIP FIT project proposal

To whom it may concern,

The Alberni Valley Makerspace is submitting a project proposal to the Forest Impact Transition component of the Rural Economic Diversification and Infrastructure Program (REDIP). The purpose of this letter is to request your support for this initiative in advance of the submission due date of October 30, 2023.

The goal of our REDIP-FIT project is to pilot the Alberni Valley Makerspace (AVM) as a workforce development value-added manufacturing training facility. Our one-year project plan includes skill building and micro-credential training opportunities in collaboration with North Island College, and integration with local businesses in the form of internships and mentorships.

This project is designed for 25 participants who will be matched with 25 maker mentors, creating conditions for entrepreneurial supports beyond the life of the pilot. We are excited to showcase the capacities and possibilities when our non-profit is operating at full capacity. To date we are only open weekends and the occasional evenings.

The AVM is the first rural makerspace of its size and capacity in the Vancouver Island/rural Islands region. Our interwoven offerings of digital and physical media have the capacity to enable workers temporarily or permanently shifting out of forest jobs - as well as youth, and innovation-curious / innovation-ready businesses, to explore the skills of tomorrow (e.g. idea incubation, rapid prototyping, digital media competency, high-value production), with exceptional supports from AVM's world-class operational team and existing maker community.

Since opening our doors in the spring of 2023, the AVM has quickly become a community resource and an innovation activator. Our exceptional volunteer team is already providing core supports and services to Port Alberni businesses and early-stage entrepreneurs. Located above the recycling facility and across from the Friendship Centre, the AVM can enable our community to start to explore opportunities in asset-based creative economic development - including new opportunities in the Blue and Circular, as well as sub-sectors such as RecTech and CreaTech.

Please contact me with questions about our project. Should you agree to provide a letter of support, it can be emailed to info@albernimakerspace.ca

With thanks,

M. Moore, President, Alberni Valley Makerspace

Creative Economy mentorship + microcredential program

Hands-on skill building to help Forestry-In-Transition (FIT) workers and equity-denied creatives develop new skills to succeed in manufacturing-related entrepreneurship and employment roles



INPUTS

Learning spaces: Alberni Makerspace, field sites, virtual supports for 2-5 other FIT communities

Team: 2 FTEs for program management and delivery, 2 FTEs for curriculum development + instructional delivery.

Partners: North Island College, Alberni business community, skills/labour force and economic development agencies

Resources: Educational materials, caregiving and trauma-informed supports (e.g. paid childcare, counselling)



ACTIVITIES

Onboard 25 participants, match with skills mentors, create personalized plans and equity-focused supports

Deliver skill-building workshops including virtual webinars for creative sector

Conduct developmental evaluations to track progress. Collaborate with NIC to address labor market needs and create microcredential pathways

Secure funding for microcredential scholarships



OUTPUTS

Track mentee/mentor enrolment, recruitment and engagement, including equity-denied populations

Record meeting frequency, workshops, and program impact.

Evaluate entrepreneur acceleration rates

Monitor microcredential program development and scholarship status

Directory of manufacturing assets (eg injection molding, surface pattern design)



OUTCOMES

Increased connectivity and capacity for ecosystem level solutions in 3-5 FIT communities

Assessment of childcare infrastructure needs for the creative economy

Strengthened relationships between mentees, mentors, and community organizations

Development of core work / resiliency skills

Increased self-esteem and a sense of belonging for mentees



IMPACTS

Increased skills training and post-secondary education opportunities

Enhanced community cohesion and support for creative entrepreneurs

Creation of a culture of mentorship and empowerment within the community

Strengthened creative economy connections and understanding

Long-term improvement in the quality of life and future prospects for participants

Community, Sector and Business Partners

ALBERNI MAKERSPACE

Provides learning space for mentorship meetings

Recruits paid mentors to be paired with program mentees

Orients members to the Makerspace

Develops and delivers curriculum of skill building workshops and training opportunities

Hands-on work experience with "Makers for Hire" projects

Provides expertise to support development of microcredential program and scholarships

ECONOMIC DEV + SKILLS AGENCIES

Local economic development, workforce and skills development organizations (Alberni-Clayquot Regional District, Community Futures, Nuuchah-Nulth Economic Development Corp) who can promote the program to creative entrepreneurs and equity denied communities, especially women seeking creative, flexible employment or entrepreneurship pathways

Shared value partnerships with local businesses (eg internships, sponsorships)

NORTH ISLAND COLLEGE + INFILM

NIC located in FIT communities, has already partnered with inFILM on microcredentials pgm

Participant in consultation, planning + promotion of existing (film & TV) + expanded creative economy microcredential program (fabrication using recycled plastics, surface pattern design, industrial sewing)

Scholarship program

Advisory support for program evaluation (applied research)

CREATIVE COAST

Project manager and program delivery lead

Strategic foresight and research into labour market needs of existing + emerging creative economy

Partnership development support

Coordinate microcredential development process

Provide communications infrastructure (eg. outreach lists, participant communications)

Complete program evaluation + grant reporting

NEIGHBOURING FIT COMMUNITIES

High touch communications + outreach to share learnings and engage in co-design of microcredentials relevant to labour market needs of the existing and emerging creative economy

Eg explore field trips to/from Alberni Makerspace for mentorship groups/creatives from surrounding FIT communities

Option for virtual mentorship if appropriate supports can be found locally (eg access through Creative Coast's Central Island Digital Creation Hub or proposed Alert Bay DCH)

To: REDIP FIT program

Date: October 16, 2023

To whom it may concern

We submit this letter in support of the Alberni Valley Makerspace's REDIP proposal to the FIT program. The proposal's focus on skill building, micro-credentials and integration with local businesses aligns with our workforce and economic development goals.

Its focus on an underleveraged resource in our region - creative sector workers, will enable us to fully enter the next wave of the Creative Economy and lead the way in inclusive, asset-based creative economic development.

The AVM is the first rural makerspace of its size and capacity in the Vancouver Island/rural Islands super-region. Since opening its doors in the spring of 2023, the AVM has become a community resource and an innovation activator. Located above the recycling facility and across from the Friendship Centre, the AVM is a unique, dynamic and vital community asset.

Staffed by an exceptional volunteer team, this non-profit's capabilities are now providing core supports and services to Port Alberni's emerging community/culture of innovation - including new opportunities in the Blue, Circular and Creative Economies, as well as sub-sectors such as RecTech and CreaTech.

The AVM's interwoven offerings of digital and physical media has the capacity to enable workers temporarily or permanently shifting out of forest jobs - as well as youth, and innovation-curious / innovation-ready businesses, to explore the skills of tomorrow (e.g. idea incubation, rapid prototyping, digital media competency, high-value production), with exceptional supports from AVM's world-class operational team and existing maker community.

Importantly, this project will showcase the capacities and possibilities when the AVM is operating at full capacity. To date it is only open weekends and the occasional evening.

We urge you to support this innovative proposal.



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OCT 05 2023

CITY OF PORT ALBERNI

Royal Canadian Legion
Alberni Valley Branch 293

4680 Victoria Quay
Port Alberni BC V9Y 6G5
Tel: 250-723-5042
Fax: 778-721-1124
email rclav293@shaw.ca

Oct 5, 2023

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

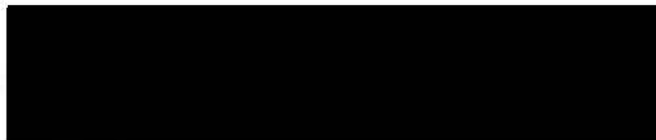
<input checked="" type="checkbox"/> Council	<input type="checkbox"/> Economic Development
<input checked="" type="checkbox"/> Mayor	<input type="checkbox"/> Engineering/PW
<input checked="" type="checkbox"/> CAO	<input type="checkbox"/> Parks, Rec. & Heritage
<input type="checkbox"/> Finance	<input type="checkbox"/> Development Services
<input checked="" type="checkbox"/> Corporate Services	<input type="checkbox"/> Community Safety
<input checked="" type="checkbox"/> Agenda	<input type="checkbox"/> Other
File #	RCM Oct 23/23 0230-20-RCL

Re: Remembrance Day

Royal Canadian Legion Alberni Branch 293 would like to invite The Mayor of Port Alberni, and all councilors to the Remembrance Day Service on November 11, 2023

At this time we would be honored to have the mayor say a few words.

Thank you



R. Buchanan
President

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OCT 11 2023
CITY OF PORT ALBERNI



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<input checked="" type="checkbox"/> Mayor	<input type="checkbox"/> Engineering/PW
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File #	RCM Oct 23/23 0400-20-MDE

October 11, 2023

Ref: 293409

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

Dear Mayor Minions:

I am writing to thank you for meeting with me on Tuesday, September 19, 2023, at the Union of BC Municipalities Convention (UBCM) in Vancouver.

New funding of child care spaces is focused on long term community investments that are operated by public and non-profit institutions. As part of Budget 2018-19 to 2021-22, the province committed \$287 million over four years to support the creation of close to 22,000 new licensed child care spaces.

Through space creation initiatives, including the ChildCareBC New Spaces Fund, investments in neighbourhood learning centres and the Start-Up Grant Program, the ministry has surpassed this goal and funded more than 31,800 new licensed spaces by March 2023, with more than 11,800 already operational.

This fiscal year, eligible organizations include public sector, Indigenous governments, not-for-profit organizations and First Nations schools, First Nations independent schools and other eligible independent schools to align with federal direction. Federal funding is focusing on spaces for children aged 0-5 years that are run by public and non-profit institutions. Private, for-profit organizations are not eligible. This year, there is a new funding stream for new licensed school age care on school grounds available to BC school boards, First Nation schools, First Nation independent schools and other eligible independent schools.

I am proud that our investments in child care and those of our community partners are making a real difference for thousands of families. I know that there is still more work to be done to make sure that families in every part of BC can access the child care they need, and I am committed to continuing to work with you to build a future where accessible, affordable, inclusive and quality child care is a core service that all BC families can rely on.

.../2

Ministry of Education
and Child Care

Office of the Minister

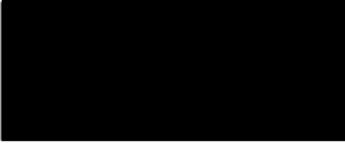
Mailing Address:
PO Box 9045 Stn Prov Govt
Victoria BC V8W 9E2

Location:
Parliament Buildings
Victoria

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Again, thank you for advocating for your community and taking the time to meet with me. Your partnership in this work is truly appreciated.

Sincerely,



G. Lore
Minister of State for Child Care

Attachment – Child Care Factsheet

pc: Patti Boyle, Assistant Deputy Minister, Child Care Division

AFFORDABLE CHILD CARE BENEFIT

» www.gov.bc.ca/affordablechildcarebenefit

CHILD CARE FEE REDUCTION INITIATIVE

» www.gov.bc.ca/childcare/optin

CHILD CARE OPERATING FUNDING

» www.gov.bc.ca/childcareoperatingfunding

CHILD CARE RESOURCE AND REFERRAL CENTRES

» www.gov.bc.ca/ChildCareResourceReferralCentres

EARLY CHILDHOOD EDUCATOR REGISTRY

» www.gov.bc.ca/earlychildhoodeducator

EARLY CHILDHOOD EDUCATOR - WAGE ENHANCEMENT

» www.gov.bc.ca/childcare/wage-enhancement

MAINTENANCE FUND

» www.gov.bc.ca/ccmaintenancefund

NEW SPACES FUND

» www.gov.bc.ca/childcare/newspacesfund

START-UP GRANTS (HOME BASED FACILITIES)

» www.gov.bc.ca/childcare/startupgrants

\$10 A DAY CHILDCAREBC CENTRES

» www.gov.bc.ca/10adaychildcare

YOUNG PARENT PROGRAM

» <https://tinyurl.com/2u9rr9bp>

Learn more at:
www.gov.bc.ca/childcare



StrongerBC
for everyone

	2018	2023
QUALITY	<ul style="list-style-type: none"> » Estimated Early Childhood Educator (ECE) workforce: 11,000 » \$1/hour ECE wage enhancement to 9,100 ECEs » Median ECE wage: \$19/hour with wage enhancement » The ECE Education Support Fund enhanced & expanded in partnership with ECEBC 	<ul style="list-style-type: none"> » Over 15,000 Early Childhood Educators (ECE) workforce » \$4/hour ECE wage enhancement to 11,000 ECEs per month » Median ECE wage: \$26/hour with wage enhancement » Prioritizing ECEs under the Provincial Nominee Program and ECEs and ECE Assistants identified as a High Opportunity Occupation in the 2022-2032 Labour Market Outlook » More than \$27 million in the ECE Education Support Fund, has provided bursaries to support nearly 7,500 students
AFFORDABILITY	<ul style="list-style-type: none"> » Introduced fee reductions of up to \$350 a month per child, for children kindergarten and younger » Launched \$10 a Day ChildCareBC program with 50+ sites supporting 2,500 spaces » Introduced fee increase oversight for providers caring for children kindergarten and younger » Introduced the Affordable Child Care Benefit, providing income tested supports for families earning up to \$111k/year 	<ul style="list-style-type: none"> » Increased fee reductions up to \$900 a month, per child » Expanded the \$10 a Day ChildCareBC program to 13,200 spaces as of July 2023 » To support providers and help lift up the sector, participating providers receive up to \$96 per month per enrolled space in provider payments » Continue to provide Affordable Child Care Benefit for low and middle income families. » Extending eligibility for fee reductions to children in licensed preschool programs and Grades 1 and older starting September 2023
ACCESSIBILITY	<ul style="list-style-type: none"> » 114,600 spaces at 4,700 facilities receiving child care funding 	<ul style="list-style-type: none"> » 142,900 spaces at 5,200 facilities receiving child care funding » Over 32,000 new licensed child care spaces funded through accelerated spaces creation programs, with 13,000 of these spaces operational
INDIGENOUS	<ul style="list-style-type: none"> » No provincially-funded, full-day Aboriginal Head Start (AHS) child care programs 	<ul style="list-style-type: none"> » Over 1,700 federally and provincially-funded AHS spaces, providing culturally relevant child care at no cost to Indigenous families
INCLUSION	<ul style="list-style-type: none"> » 6,000 children/month receiving support through the Aboriginal Supported Child Development and Supported Child Development programs 	<ul style="list-style-type: none"> » 7,700 children/month receiving support through the Aboriginal Supported Child Development and Supported Child Development programs
INVESTMENTS	<ul style="list-style-type: none"> » Provincial: \$406 million » Federal: \$51 million » Total: \$457 million 	<ul style="list-style-type: none"> » Provincial: \$817 million » Federal: \$464 million » Total: \$1.3 billion » Increase of \$823 million or 280% since 2018-19 » Five year cumulative total: \$3.9 billion

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OCT 06 2023

CITY OF PORT ALBERNI

<input checked="" type="checkbox"/> Council	<input type="checkbox"/> Economic Development
<input checked="" type="checkbox"/> Mayor	<input type="checkbox"/> Engineering/PW
<input checked="" type="checkbox"/> CAO	<input type="checkbox"/> Parks, Rec. & Heritage
<input type="checkbox"/> Finance	<input checked="" type="checkbox"/> Development Services
<input checked="" type="checkbox"/> Corporate Services	<input type="checkbox"/> Community Safety
<input checked="" type="checkbox"/> Agenda	<input type="checkbox"/> Other

File # RCM Oct 23/23
5500-03

From: LeBlanc, C [REDACTED]

Sent: October 5, 2023 5:46 PM

To: Sharie Minions <sharie_minions@portalberni.ca>; Cindy Solda <cindy_solda@portalberni.ca>; Dustin Dame <Dustin_Dame@portalberni.ca>; Debbie Haggard <debbie_haggard@portalberni.ca>; John Douglas <John_Douglas@portalberni.ca>; Charles Mealey <Charles_Mealey@portalberni.ca>; Todd Patola <Todd_Patola@portalberni.ca>

Subject: Support for emissions reduction and access to low carbon energy

Good evening Mayor & Council,

I hope this email finds you all well.

In support of conversations and consideration of the Zero Carbon Step Code (ZCSC), I want to reiterate FortisBC's alignment with the desire to support affordability and reduce carbon emissions in Port Alberni and beyond. For over a decade, we have been [taking action](#) and leading the way in actualizing these achievements. Resilient communities like yours, with access to both gas and electric systems benefit from improved reliability with these systems working together to provide diversified and critical support for one another. Through our gas distribution system we are reducing emissions and improving air quality, while providing the critical and reliable energy that homes, businesses, industries and sectors like transportation need.

In support of continued and sustained emissions reduction, FortisBC has a filing currently before the BC Utilities Commission ([Biomethane Energy Recovery Charge Rate Methodology and Comprehensive Review of a Revised Renewable Gas Program](#)). This filing seeks the creation of a new tariff and would see the commitment of 100% low carbon Renewable Natural Gas to all new homes; achieving the same intended emissions reduction as the highest levels of the ZCSC, without limiting energy choice. As you consider the ZCSC and the level/rate of adoption that best supports your community, I am writing with the request that the town of Port Alberni support our filing.

Your support for this filing will affirm your council's commitment to maintaining access to low carbon energy and not limiting choice for your constituents. It would affirm your support for maintaining a diversified and resilient portfolio of energy for Port Alberni residents, while ensuring that the energy used in new homes achieves emissions reductions.

For reference, I've attached a copy of a letter submitted by the District of Hope in support of this filing and encourage council or town of Port Alberni staff to reach out to me for more information. The deadline to submit a letter or motion of support is October 12, 2023.

I look forward to continued work with your council and staff. A letter of support can be emailed to me and I will forward appropriately.

Have a wonderful week and happy thanksgiving.

C [REDACTED] LeBlanc

Manager, Indigenous Relations

Community & Indigenous Relations Manager | FortisBC



Doug Slater
Vice President
Indigenous Relations and Regulatory Affairs

16705 Fraser Highway
Surrey, BC V4N 0E8
Tel: 778-578-3874
E-mail: doug.slater@fortisbc.com
www.fortisbc.com

Dear Mayors and Councillors,

In advance of the 2023 Union of British Columbia Municipalities (UBCM) Convention, we wanted to provide you with an update on the progress we're making towards transforming BC's energy future and share some important considerations related to lowering greenhouse gas emissions, while maintaining energy system reliability, and affordability.

As a Canadian-owned public utility delivering electricity, natural gas, and renewable natural gas, FortisBC connects and delivers safe and reliable energy to approximately 1.2 million customers in communities throughout BC. We deliver more energy to British Columbians each year than any other energy provider, including on the coldest days of the year where we provide approximately 65 per cent of the energy needed to heat BC homes and businesses.

As BC's largest energy provider, we recognize and embrace the importance of our shared role in decarbonizing the energy system and meeting BC's climate targets. We set an ambitious goal to reduce our customers emissions by approximately 4 million tonnes of CO₂e per year by 2030 and are on track to meet that goal.

Progress in decarbonizing BC's gas system

Renewable natural gas (RNG) and hydrogen are critically important to decarbonizing our energy system in BC and meeting CleanBC targets.

To be clear, RNG is not a fossil fuel. It is low-carbon energy that is increasingly helping BC meet its clean energy targets. FortisBC has RNG agreements with local governments such as the City of Vancouver, the City of Surrey, Metro Vancouver, Capital Regional District, City of Kelowna, City of Salmon Arm, and others to produce RNG from municipal landfills, compost, and wastewater facilities. We also source RNG from agricultural operations and are working to develop RNG supply from forestry waste.

RNG reduces emissions and delivers affordable, low carbon energy to consumers, while also supporting economic development. Through the production of RNG, we capture biogenic methane that is already part of the natural carbon cycle and use it to displace conventional natural gas. As a result, the emissions intensity of our RNG supply are lower than hydroelectricity. For more information on the RNG process and emissions, click [here](#).

Our near-term goal is to have at least 15 per cent of our supply be renewable and low-carbon by 2030, and we are on track to exceed that target. Currently, FortisBC has contracted for approximately 10 per cent of our supply to come from RNG. To put that into perspective, that is equivalent to 18 petajoules of RNG annually which is enough to heat 320,000 homes, or about the same amount of energy that will be generated annually by Site C, and more affordably. Last year, our investments in emissions reductions helped our customers avoid approximately 800,000 tonnes of CO₂e, the equivalent to taking 238,000 cars off the road.

To further decarbonize our system, we are also helping build the province's hydrogen industry. Our system will play a critical role in the delivery of hydrogen, especially serving BC's industrial and transportation sectors. We are working with institutions like the University of British Columbia-Okanagan and other industry collaborations to advance the introduction of hydrogen into our system.

Advancing climate action in BC communities

There are many conversations taking place at local council tables about how to meet BC's climate targets. We are supportive of these important discussions and acknowledge the complexity of the issues as we collectively seek a more sustainable, affordable and reliable energy future.

Infrastructure, such as BC's gas and electric systems, is a critically important enabler to achieving this future and to maximizing low carbon options for British Columbians. We believe that preserving access to affordable, low-carbon renewable gases like RNG and hydrogen will help provide more tools to advance climate action in BC's communities. Our application to the BC Utilities Commission would ensure that new homes connected to our system are supplied by 100 per cent RNG. In contrast, policies that restrict or ban access to gas infrastructure remove an affordable, decarbonized choice for consumers.

Further, we need renewable and low-carbon gases to meet provincial and local climate targets. While electrification will be a big part of the solution, the pathway to decarbonizing BC's energy system also requires FortisBC's gas system to ramp up renewable energy delivery. More access to renewable and low-carbon gases, using our extensive existing infrastructure, will provide the quickest and most versatile path to net-zero.

We are committed to decarbonizing the energy we deliver to customers in over 150 local governments and First Nations in our service area. Working together, we can ensure that British Columbians continue to have access to reliable, clean, affordable energy.

Our team looks forward to meeting with you at UBCM and throughout the year.

Sincerely,

Doug Slater
Vice President
Indigenous Relations and Regulatory Affairs

This email was sent to you by FortisBC*. The contact information to reach an authorized representative of FortisBC is 16705 Fraser Highway, Surrey, British Columbia, V4N 0E8, Attention: Communications Department. You can unsubscribe from receiving further emails from FortisBC by emailing unsubscribe@fortisbc.com.

*"FortisBC" refers to the FortisBC group of companies which includes FortisBC Holdings, Inc., FortisBC Energy Inc., FortisBC Inc., FortisBC Alternative Energy Services Inc. and Fortis Generation Inc.

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Office of the Mayor

July 10, 2023

FortisBC Energy Inc.
16705 Fraser Highway
Surrey, BC V4N 0E8

RE: District of Hope Letter of Support for Proposed Renewable Natural Gas Program

Dear FortisBC,

The District of Hope, located at the confluence of the Fraser and Coquihalla rivers in the Eastern end of the Fraser Valley, is home to over 6,600 residents. With its natural amenities and scenic beauty, the District strives to be a vibrant, healthy, and active community based on socially and environmentally responsible economic development. As such, it is necessary to consider and mitigate all impacts on the environment from our decisions.

FortisBC's application for permanent renewable natural gas for new premises helps builders and residential customers who require new connections to meet building low energy standards through the use of renewable natural gas (RNG). This would result in significant emission reductions compared to conventional natural gas and would meet stringent greenhouse gas building reduction targets.

The District of Hope's power grid currently operates close to capacity, and we actively work with BC Hydro to lower usage in homes and businesses through incentives. By providing a carbon-neutral renewable energy source, through the addition of RNG, the District will be able to continue making progress towards lowering our footprint.

The District of Hope supports the proposed FortisBC application and the permanence of RNG in new construction buildings. We believe that FortisBC's application is aligned with the District's vision and supports economic opportunities in the low carbon industry. Having RNG permanence in new homes will provide tremendous benefits to help the District of Hope achieve its vision of becoming an environmentally responsible and sustainable community.

Sincerely,



Mayor V. Smith

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OCT 12 2023

CITY OF PORT ALBERNI

<input checked="" type="checkbox"/> Council	<input type="checkbox"/> Economic Development
<input checked="" type="checkbox"/> Mayor	<input type="checkbox"/> Engineering/PW
<input checked="" type="checkbox"/> CAO	<input type="checkbox"/> Parks, Rec. & Heritage
<input checked="" type="checkbox"/> Finance	<input type="checkbox"/> Development Services
<input checked="" type="checkbox"/> Corporate Services	<input type="checkbox"/> Community Safety
<input checked="" type="checkbox"/> Agenda	<input checked="" type="checkbox"/> Other <i>Fire/RCMP</i>

File # *RCM OCT 23/23*
0400-20-HEMCR

From: Minister, EMCR EMCR:EX <EMCR.minister@gov.bc.ca>

Sent: October 12, 2023 10:03 AM

Subject: Workshops and Continued Engagement on Emergency Management Regulations

Mayors and Regional District Chairs:

I am pleased to share several updates about the modernization of BC's emergency management legislation.

On October 3rd, 2023, I introduced the *Emergency and Disaster Emergency Management Act* (EDMA) in the legislature, with the bill currently being debated. EDMA provides the most comprehensive and forward-looking emergency management framework in Canada. The proposed legislation is posted on the [Legislative Assembly of BC website](#).

As part of the broad engagement on the development of emergency management regulations to complement the newly proposed act, we have now [launched a website](#) with discussion posts to gather input on the current *Compensation and Disaster Financial Assistance Regulation*. Feedback will inform the development of a new post-emergency financial assistance regulation.

The website also includes information about workshops for local authorities, small businesses and individuals on the development of a new post-emergency financial assistance regulation, as well as local authority emergency management regulations.

A reminder that we are [accepting written submissions](#) in response to the two technical papers on post-emergency financial assistance and local authority emergency management until December 31, 2023. Submissions, and any questions about the legislation, can be directed to EMCR's policy and legislation team at modernizeEM@gov.bc.ca.

You may be interested to know that we have also now [released a video overview](#) to help increase awareness about the new legislation.

Finally, details regarding the Expert Task Force on Emergencies were also [announced](#) last week. At a high level, the task force will begin work immediately and provide action-oriented recommendations on enhancing emergency preparedness and response in advance of the 2024 hazard season. The task force includes representatives from the Province, First Nations, local governments and other experts.

Sincerely,

Bowinn Ma

Minister of Emergency Management and Climate Readiness



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OCT 16 2023

CITY OF PORT ALBERNI

Heritage Commission Meeting
September 6, 2023
7:00pm → AV Museum
Agenda

Location:
AV Museum

Attendees:

ACRD
Chamber of Commerce
Community Arts Council
Community at Large
Historical Society
Industrial Heritage
Maritime Heritage
McLean Mill
School District 70
Staff

Penny Cote
Jolleen Dick
Claudia Romaniuk
Colin Schult
Gareth Flostrand
Richard Spencer
Ken Watson
Elliot Drew
Pam Craig
Willa Thorpe

Regrets:

City Council
Hupačasath First Nation
cišaaʔath (Tseshah) First Nation

Charles Mealey

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

*RCM OCT 23/23
0640-20-AVHC*

Called to order: 7:02pm

1. Moved by Pam that the agenda of the September 6, 2023 meeting be approved as amended.
2. Moved by Colin, seconded by Ken, that the minutes of the May 3, 2023 meeting be approved as circulated.
3. Old Business
 - a. Train Station Update (Willa)
 - i. Consultation with the Heritage Commission regarding concealing the exterior venting
 1. Staff to contact the Architect with Heritage Commission preferences (accurate to 1950's, unobtrusive, tenant encouraged to utilize the wainscoting), and forward options to the Heritage Commission Chair for consideration. The Chair will consult with the Commission members, providing staff with feedback to forward to the Architect.
4. Correspondence – none



Heritage Commission Meeting

September 6, 2023

7:00pm → AV Museum

Agenda

5. New Business

a. Heritage Week 2024 (Feb. 19 - 25)


- i. Commission members will brainstorm and bring ideas to the October meeting
- ii. The Commission will write a letter to Council to request the proclamation of Heritage Week

b. Election of Heritage Commission Chair


- i. Gareth elected as Chair by acclamation

6. Reports

a. Industrial Heritage Society



Western Vancouver Island
Industrial Heritage Society



September 6th, 2023 Report to the Heritage Commission

1. We have been given the deadline of September 30th to have everything removed from the McLean Mill Barn. Society volunteers are working with the AV Museum to coordinate this ordeal. I.H.S. volunteers have made several trips to the Mill site & Barn to prepare the clearance and have already cleared the centre alley of the building to facilitate access to both sides of the space. They have removed all IHS vehicles except for the Bullmoose, which is being used to lift out heavy items. They have spent several days working to make movable a couple of I.H.S.-owned vehicles at the open-faced garage, to make possible their removal, to create space to store the two 'McLean' trucks in the barn.
2. Cleanup at the APR Roundhouse happened over the summer with the society removing 90% of the blackberries with a rented machine. Fill will be delivered in the coming weeks to make the back area ready to move some items from the McLean Barn into storage at the property. The goal for the front field of the Roundhouse is to turn it into a static museum accessible year-round to visitors as another form of display and education.
3. The Alberni Pacific Railway budget and business plan is underway and will soon be released to City Council and staff as well as promoted publicly to show what the WVIHS is hoping to do with the Alberni Pacific Railway in 2024 and beyond.
4. A meeting was held with representatives from the Chamber of Commerce, City of Port Alberni, Island Corridor Foundation, Tseshah First Nation, Hupacasath First Nation, Port Alberni Port Authority, San Terminals and the WVIHS to discuss the future of the Alberni Pacific Railway. All groups gave their verbal support to apply for grant funding to hire a consultant to do a feasibility study and write a business plan to get the Alberni Pacific Railway back to McLean Mill feasibly.
5. The WVIHS and the team at McLean Mill hosted a Tour Group of 40 Swedes to McLean Mill on August 31st. Although we were unable to run the logging show for them as requested, they still enjoyed the visit of what we could offer with a tour of the site, a demonstration by David Hooper at the logging site, and lunch catered by Smittys. The Swedes also visited the Industrial Heritage Centre.
6. We held our annual Antique Trucks and Machinery Show on September 2nd and 3rd at the IHC which was attended by many locals and visitors from all over. More than a thousand visitors each day! We made many connections with new volunteers and gave the community a great event.



Heritage Commission Meeting

September 6, 2023

7:00pm → AV Museum

Agenda

- b. City Council – no report
- c. School District
 - i. Schools are ready throughout the District.
 - ii. New Reporting on Student Learning in B.C. – new Provincial Proficiency scale; contact: student.reporting@gov.bc.ca
 - iii. School District Board meetings and Partner committee meeting schedules have been adjusted. First meeting is Sept 26 in Bamfield.
 - iv. Flags in School District at half-mast; history explanation letter is on the district website. The new Residential School Survivor Flag will be added to all school district sites. Link to National TRC flag info – <https://nctr.ca/exhibits/survivors-flag/>. Barney Williams of the Nuuchah-Nulth First Nations participated on the national committee of Residential School Survivors in the creation of the flag.
 - v. The District recently announced the expansion of our administrative team: Manager of Mental Health, Wellness and Addictions, Siri Curliss. Manager/Navigator of Early Learning for Indigenous Children, Tasha Sam Human Resources Executive Assistant, Hannah Fletcher.
 - vi. New District Strategic Plan 2023/2024 -2027/2028 is at the publishers – will be posted very soon on the district website. The District Operational Plan has already been created in consultation with Staff and the Superintendent as result of the completion of the Strategic Plan.
- d. Community at Large
 - i. September Activities Around Town
 - FRIDAYS 1, 8, 15, 22, 29 Friday Night Market – Harbour Quay
 - 7-10 Alberni District Fall Fair
 - 8 -? APS CIK CHA CHIM HIY AP Making It Right | Road to Reconciliation
AV United Church 930-130, Luncheon provided. Providing a safe space for listening, healing, understanding cross-culturally with compassion & empathy. Moving forward together. Renewing Trust.
 - 9 – Fall Fair Parade – 10am Burde Street along 10th Ave
 - 10 – Trail Riding Jump Jam @ Williamson Park 12-5
 - Vern Wright Memorial Run commemorating Bill Surry 11am from Athletic Hall
 - 12 – Let's Communicate @3543 Galiano Drive – Develop speaking skills and confidence 645-8pm – Shirley Maxwell Toastmaster
 - 13 - Parade of Programs – City of PA/KidSport Alberni/AV Food Security Society @ Echo 530-7pm



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7:00pm → AV Museum

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Barkley Sounds Community Choir @ AV United Church 645

14 – Plant Vegan Potluck – AV United Church 530-8 bring a dish to share

16 – Kids Halloween Costume Swap – BC Comm Hall 2-5pm – FREE

Book Launch @ Mobius Books- Perry Bulwer's Misguided-My Jesus Freak
Life in a Doomsday Cult 11am

16-17 – Port Alberni Toy Run noon from Little Qual Falls, afternoon
festivities @ Glenwood, evening dance, Sunday breakfast 8am, Poker run at
930

Island Off Road Racing @ Alberni Motorsports Park, Trill Pit RD

17 – Family Farms Day @ Various AV farms 11-3, tours, activities, recipes

19-20-21 – PA Blood Donation Event 2-645 BW Barclay Hotel

20 – Meet the Babysitters – Echo Community Centre 5pm

The OK, DOPE Stand Up Comedy Tour @ DMB 7pm

23 – Alberni Co-Op Community Day @ Glenwood Centre 11-2

Featuring the story of "Stone Soup", a classic story of bringing together
community after hardship and adversity.

On the day of our event the first 200 families will receive a "make your own
soup kit" upon arriving.

24 – AV Rivers Day @ BC Comm Hall 10-3 Games, Salmon dissection,
activities. Learn about Salmon migration. Concession stand

26 – Alberni Classical Concerts – Season opener with Eliot String Quartet
7pm, Arrowsmith Baptist Church

27 – Connect with your City – Open House 6-8pm Echo Community Centre

29 – Bubble Tea Party with Princess Bubbles – Mecca Tea 4-7pm \$15 each

Tour De Rock dinner @ RCL \$20, riders piped in @ 5:30pm

30 – Orange Shirt Day Gathering @ BW Barclay – Open House Art Show 10-3

30 – Oct 1 – Alberni Giver Take Hare scramble @ Alberni Cold Creek

Motocross Track 4pm

e. Community Arts Council

i. Art Exhibits

July 4- August 25 Wednesday Painters- we had \$3320.95 in sales, \$2388.05
went to the artists.

August 29 – October 27 Back in Time in partnership with the AV Museum
Meet and Greet

Saturday September 9, 1-3 October 31 to November 9 Art Auction –
Partnership with Rotary Auction evening event

Thursday November 9 7-9 pm November 14 – December 23 Mistletoe
Market



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- ii. 3 workshops in July and August
- iii. Children's Summer Program Attendance: age 7 -8, 22: age 9-11, 19: age 11-13, 17
- iv. Raffles Spring raffle basket winner Milvia Oldale
- v. Solstice Arts Festival 35 spaces were reserved. Apart from a lot of wind, this event was very successful. There was music by various groups during the festival.
- vi. Attendance Gallery attendance has been excellent over the summer: 1108 in June, 1111 in July, and 1025 approx. in August.
- vii. Friday Evenings at the Gallery Each Friday evening from 5-8 local artists have been demonstrating and displaying their art outside the gallery. The gallery has been open until 8.

f. Maritime Heritage Society



PAMHS Report to the Heritage Commission September 6, 2023

The PAMHS activities over the summer as well as upcoming events are summarized below:

- **Parks & Rec Summer Kickoff** – On June 23rd we hosted a booth at this event at Bob Daily Stadium. Our big Lighthouse model as well as the pin making station were a big hit with lots of families stopping by to visit us.
- **Alberni District Co-op Grant** – On June 14th we were very pleased to receive a \$5000 contribution towards the Lighthouse upgrades from the Alberni District Co-op Community Investment Fund. This funding will help greatly with our planned exterior upgrade on the Lighthouse to get it looking its best again.
- **Summer Programs** – Our summer programs were well attended this year with over 1171 visitors during July and August. Our Facilities Coordinator, Chris Johnson and our Exhibits Guide/Program Assistant, Kaylen Poirer kept the Gallery and Lighthouse open for visitors all summer and provided 8 "Maritime Monday" craft program events for children. In addition, on Friday's we provided a crafts event at the Lighthouse for kids attending Parks and Recreation's day camp program. Kids from the Salvation Army's day camp also attended regularly.
- **Pirate Day** – On August 14th we hosted "Pirate Day" which provided nautical adventures for 122 kids including a treasure hunt, walking the plank, face painting, and a spray tent to help keep cool as it was scorching hot day.
- **Open Hours** – We are now back to our fall hours open 4 days a week, Fridays to Monday from 11am to 4pm. Please stop in to our Gallery and lighthouse to meet our Facilities Coordinator Chris Johnson and learn some interesting facts about our maritime history in Port Alberni.



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g. Chamber of Commerce



Heritage Commission Report – Sept 2023
Alberni Valley Chamber of Commerce

Prepared by Jolleen Dick, CEO

- We had our AGM in June with 46 attendees and are welcoming new and returning members to the board. The Board of Directors at present consists of:
 - o Terry Deakin, President
 - o Chris Washington, Vice President
 - o Tim Morrison, 2nd Vice President
 - o Crystal Knudsen, Treasurer
 - o Peter Wienold, SecretaryDirectors: Dave Heinrichs, Nicholas Metzger, Tiana Bryant, Andy Richards, Jack Roland, David Michaud
- We were successful in securing funding to hire a total of 10 summer students to work at the Visitor Centre and McLean Mill
- Our focus over the past few months has been advocacy and information sharing because of the Cameron Bluff's Wildfire. We launched a survey to gather real-time feedback on challenges businesses were facing during the initial two-week closure. A measurement of the economic loss isn't available from the Alberni Valley at this point in time, but the work is on-going.
- The Chamber is increasing its membership base and have welcomed 12 new members since May 2023.
- We are looking forward to hosting networking events this fall, our next on is Friday, October 6th and is sponsored by the Port Alberni Port Authority. The event will run from 8am – 10am, with guest speaker Josie Osborne. Tickets and registration details to be released by the end of the week.
- The Port Alberni Visitor Centre had an exciting season with lots of down time due to the road closures. We became a source for local information, and we immediately received an influx of visitors when the roads were unexpectedly closed. I am extremely proud of how well everyone on our team handled the challenges and continued to provide excellent service and suggestions for what to do in the Alberni Valley.
- We had a total of Total: 5,058 engagements for the summer season:
 - o May: 685
 - o June: 1,114
 - o July: 1,668
 - o August: 1,591
- We look forward to completing our Indigenous Learning and Project grant with funding from Destination BC to improve our Visitor Services by the end of the year. We are replacing the Places of Interest Map and designing it with nuučaanluṣ phrases, and sites of interest for visitors. This project is done in partnership and consultation with Tseshah and Hupacasath First Nations.



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h. McLean Mill

- i. This summer season has been a trying one. The Cameron Bluff Fire saw a dramatic drop in tourist traffic. With visitation down 35% in July and 43% in August we had no choice but to curtail some activities to maintain our budget. The Admin building redesign and the Walking Tour signage project have been deferred until we have resources.
- ii. On the event front, McLean Mill hosted 4 wedding in July and August with 3 more to come in the fall season. All but one of our large out of town and international tours were unable to visit due to concerns about road closures. We were pleased to welcome Parks, Recreation and Heritage day camp participants numerous times to the site where our Youth Historic Interpreters we happy to pass along the valuable lessons gleaned from our heritage.
- iii. The Campground too was affected by the highway closures, the silver lining is that those that did stay had lots of room to spread out and enjoy the serenity of our surrounding forest.
- iv. The Mill was open 23 days in July and welcomed 810 guests during Office hours. August saw us open 21 days and 625 visitors attended. Due to the restricted travel most of our guest continue to be locals enjoying the nature of the site. International tourists make up about 25% of our visitors with most hailing from Germany, Netherlands, and the Scandinavian countries.
- v. Our five Summer Students really enjoyed working on the site and with our guests. All of them have returned to their studies but we are fortunate to have a couple willing to fill in Weekends during the fall shoulder season.
- vi. Upcoming Fall events
 - Sept 16 – Wedding
 - Sept 23 – Wedding
 - Sept 27 – Corporate retreat day rental
 - Oct 13 – Wedding
 - Oct 21 – Community Arts Council Craft Fair
 - Oct 28 – ADAPS Haunted Mill
 - Nov 5 – Alberni Bowmen One Day Shoot

i. Historical Society

- i. We were open during the summer months. Enquiries came in & were addressed. A few items were taken into our collection. Guests came in and were helped with their research.
- ii. July & August volunteer hours were 316 & ¼. Lots of work was accomplished by our dedicated ladies!



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- iii. Congratulations go out to Shelley Harding on her upcoming retirement. Her last day is Oct. 27th. We wish her well on her next journey! Thank you, Shelley, for all your help & advice.
- iv. The Archives are open Tues-Thurs., 11am to 3 pm.

- j. Regional District
 - i. Sproat Lake Community Association celebrated 70th Anniversary of registered society August 12th at the Sproat Lake Hall with over 250 participants. Thanks to the AV Historical Society for help with a commemorative card from an old Sproat Lake Regatta Program from 1954 showing the concept drawing of the now SL Hall. Thank you to Gareth for attending and representing the Heritage Commission.
 - ii. Sproat Lake is at the lowest lake level and in crisis for many water intakes and environmentally damaging foreshore from docks, dry streams for fish habitat.
 - iii. Sproat River weir plates were not replaced in the spring and Somass Fish Flow have advised the plates will not be replaced at this time due to lack of water in the rivers for fish flow.
 - iv. Water conservation is advised for the future at Sproat Lake.
 - v. The ACRD opened the EOC for one day at the beginning of the Cameron Bluff fire highway closure. There is an ACRD committee in place to investigate a secondary route for the highway by passing Cameron Lake.
 - vi. UBCM is September 18 - 22, 2023 in Vancouver. AVICC has invited Premier Eby to our Association lunch where we will have opportunity to speak to him. AVICC key issues are Legislative Reform, Water shed issues, Housing and Roads.
 - vii. August saw 3 SLVFD members and SL fire truck along with members from Beaver Creek and Cherry Creek FD's assist with the West Kelowna interface wildfire helping out to save homes.
 - viii. There is talk of the Water Bomber Flying Tankers leaving Sproat Lake. It is expected that at least one will be flying to the Victoria Aviation Museum.

- k. Museum
 - i. Exhibits:
 - 1. George Clutesi exhibit continues to be very popular and a powerful exhibit for those visiting. With the passing of George Clutesi Jr., we are respecting the wishes of the family and are not planning events and activities that would involve the presence or participation of any family members. We had many family members in for special visits



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and are using the exhibit with summer programs. Wrapping work with UVic and Royal BC Museum is happening now – take down and packing the week of September 5-8.

2. Next Exhibit – September to January → Eyes on the Skies: Managing Air Traffic in Canada from the Canadian Aviation and Space Museum. Eyes on the Skies examines the rapid evolution of air traffic management, exploring the systems, people, and technologies that keep these busy skies safe. We are planning a special opening, school program and birthday party option in conjunction with this exhibit. Reaching out to the local flying club for some programming partnership. Exhibit install takes place the last week of September.
- ii. The Fall Film Fest has been confirmed – tickets and series passes are now on sale. All films show at the Paramount theatre at 5pm on one Sunday a month:
 1. September 24 “What’s Love Got to do With It”
 2. October 22 “Past Lives”
 3. November 19 “The Miracle Club”
- iii. Work is continuing on the planning for the 2024 biannual Art Invitational exhibit – The dates will be mid-May to early September – Title: “What Moves Us”. Working with a committee from Art Rave.
- iv. Public programs – In August we continued with our summer day camps: Camp Roots, our Education Assistant helped deliver a French Day Camp and our Dinosaur Camp. Assisted the IHS with delivery programs and the IHC, programs and tours for other camps and groups were provided.
- v. Ongoing priority - Continue with working on a plan with IHS members to move their vehicles out of the barn at the McLean Mill – and have been challenged with developing a plan and suitable location for the large collection of McLean Mill artefacts now stored there. This is ongoing large project and working with IHS and City staff to develop and coordinate a plan to ensure the barn is empty by September 30, 2023.
- vi. Preparing a photo panel display for the IHS for their Annual Truck Show which takes place at the IHC September 2 and 3.
- vii. Research work continues with members of the Huu-ay-aht and their contract curator regarding repatriation of artefacts.
- viii. New in the Museum Shop: Three new Chocolate Bars from Coombs Country Candy White chocolate with cherries and coconut, milk chocolate with toffee and plain dark chocolate – wrappers feature heritage photographs or



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a museum artefact.

l. Hupačasath First Nation – no report

m. Tseshaht [čišaaʔath] First Nation – no report

7. Next Meeting

a. October 4 → 7pm (AV Museum)

8. Moved by Colin to adjourn at 8:55pm.