
AGENDA - REGULAR MEETING OF COUNCIL

Monday, March 14, 2022 @ 2:00 PM

In the City Hall Council Chambers – 4850 Argyle Street, Port Alberni, BC

The following pages list all agenda items received by the deadline [12:00 noon on the Wednesday before the scheduled meeting]. A sample resolution is provided for most items in italics for the consideration of Council. For a complete copy of the agenda including all correspondence and reports please refer to the City's website portalberni.ca or contact the Director of Corporate Services at 250.720.2823 or by email twyla_slonski@portalberni.ca or the Deputy City Clerk at 250.720.2822 or by email sara_darling@portalberni.ca

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

A. CALL TO ORDER & APPROVAL OF THE AGENDA

1. Recognition of unceded Traditional Territories.
2. Late items identified by Councillors.
3. Late items identified by the Corporate Officer.
4. Notice of Video Recording (live-streaming and recorded/broadcast on YouTube)

That the agenda be approved as circulated.

B. ADOPTION OF MINUTES - Page 5

1. Special meetings held February 24 and 25, 2022 at 2:30 pm, Special meeting at 12:30 pm and Regular Council meeting at 2:00 pm held on February 28, 2022, Special meeting held March 1, 2022 at 2:30 pm, and Special meeting held March 2, 2022 at 1:00 pm.

C. PUBLIC INPUT PERIOD

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

D. DELEGATIONS

1. **Alberni Clayoquot Health Network | Poverty Reduction Plan** - Page 15
Coordinator, Marcie DeWitt in attendance to present the Poverty Reduction Action Plan.

THAT Council receive the report from the Alberni Clayoquot Health Network titled 'Building Prosperity in the Alberni Clayoquot: Poverty Reduction Action Plan' and dated December 2021 and FURTHER, THAT Council direct staff to include the report on the City website for reference.

E. UNFINISHED BUSINESS

Includes items carried forward from previous Council meetings.

1. Five Year Financial Plan Q&A Summary - Page 79

Summary of questions and responses as it relates to the 2022-2026 Financial Planning process dated March 10, 2022.

F. STAFF REPORTS

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

1. Accounts

THAT the certification of the Director of Finance dated March 14, 2022, be received and the cheques numbered _____ to _____ inclusive, in payment of accounts totalling \$ _____, be approved.

2. Manager of Operations – Dam Safety Review - Page 85

Report dated March 7, 2022 from the Manager of Operations requesting Council's authorization for early approval and award of contract to complete a Dam Safety Review.

a. THAT Council provide early approval and authorize staff to proceed with the Dam Safety Review - Lizard Lake and Bainbridge Lake as allocated in the "City of Port Alberni 2022-2026 Financial Plan Bylaw No.5045, 2022", Water Fund expenses in the amount of \$84, 656.16.

b. THAT Council award completion of the Dam Safety Review - Lizard Lake and Bainbridge Lake to Tetra Tech Canada Inc. for the amount of \$84,656.16, plus applicable taxes.

3. Director of Engineering and Public Works – Argyle Sewer Forcemain | Financial Plan Amendment - Page 87

Report dated March 7, 2022 from the Director of Engineering and Public Works requesting Council's consideration of an amendment to the "City of Port Alberni 2022-2026 Financial Plan Bylaw No. 5045, 2022" to fund the Argyle Sewer Forcemain project.

a. THAT Council amend the "City of Port Alberni 2022-2026 Financial Plan Bylaw No. 5045, 2022" by re-allocating \$1.89M towards replacement of the Argyle Sewer Forcemain in 2022 as outlined in 'Table 1' of the report titled 'Argyle Sewer Forcemain' and dated March 7, 2022.

b. THAT Council authorize staff to purchase the pipe and related materials to replace the Argyle Sewer Forcemain in the amount of \$400,000 prior to the adoption of "City of Port Alberni 2022-2026 Financial Plan Bylaw No. 5045, 2022".

G. BYLAWS

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

1. **Director of Finance – “City of Port Alberni 2022 – 2026 Financial Plan Bylaw No. 5045, 2022” - Page 91**
Report dated March 8, 2022 from the Director of Finance requesting Council’s consideration of an amendment and to provide second reading of the “City of Port Alberni 2022 – 2026 Financial Plan Bylaw No. 5045, 2022”.
 - a. *THAT Council amend the “City of Port Alberni 2022 – 2026 Financial Plan Bylaw No. 5045, 2022” by allocating \$60,000 from the Gas Tax grant funds to “2022 Capital Plan – Parks Recreation & Heritage” for the replacement of the Glenwood Centre Boiler [HVAC].*
 - b. *THAT “City of Port Alberni 2022 – 2026 Financial Plan Bylaw No. 5045, 2022” be read a second time.*
2. **Development Planner – Development Application | Zoning Bylaw Amendment - 5405 Argyle Street - Page 99**
Report dated March 4, 2022 from the Development Planner requesting Council’s consideration for 3rd Reading and Final Adoption of the following bylaw.
 - a. *THAT "Zoning Text Amendment No. T29 (Site Specific Use - W1 Waterfront Commercial), Bylaw No. 5039" be read a third time.*
 - b. *THAT "Zoning Text Amendment No. T29 (Site Specific Use - W1 Waterfront Commercial), Bylaw No. 5039" be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5039.*
3. **Development Planner - Official Community Plan Bylaw & Zoning Bylaw Amendments | 4440 Vimy Street - Page 108**
 - a. *THAT “Official Community Plan Amendment No. 35 (4440 Vimy Street - BC Housing - ACAWS), Bylaw No. 5036” be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5036.*
 - b. *THAT “Zoning Map Amendment No. 46 (4440 Vimy Street - BC Housing - ACAWS), Bylaw No. 5037” be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5037.*

H. CORRESPONDENCE FOR ACTION

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

I. PROCLAMATIONS

1. Parkinson Society British Columbia - Page 112

Email dated March 3, 2022 from Parkinson Society British Columbia requesting that Council proclaim the month of April 2022 as 'Parkinson's Awareness Month' in Port Alberni.

THAT Council proclaim the month of April 2022 as 'Parkinson's Awareness Month' in Port Alberni on behalf of Parkinson Society British Columbia.

J. CORRESPONDENCE FOR INFORMATION

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

1. Correspondence Summary - Page 114

- a. BC Electoral Boundaries Commission | Invitation for Public Input
- b. Union of BC Municipalities | Provincial Response to 2021 Resolutions
- c. Leslie Walerius | Procurement Policy & Recommendation for Additional City Staff
- d. Marta Williamson & Heather Murton | Echo Centre Hours of Operation
- e. Russell Mackenzie | Ukrainian Fundraiser Event - March 19, 2022
- f. Alberni Valley Museum and Heritage Commission | February 2, 2022 Minutes

K. REPORT FROM IN-CAMERA

L. COUNCIL REPORTS

1. Council and Regional District Reports - Page 133

M. NEW BUSINESS

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

N. QUESTION PERIOD

An opportunity for the public to ask questions of Council.

O. ADJOURNMENT

That the meeting adjourn at PM

**MINUTES OF THE SPECIAL MEETING OF COUNCIL
FOR THE PURPOSE OF ESTABLISHING AN IN-CAMERA MEETING
THURSDAY, FEBRUARY 24, 2022 @ 2:30 PM
In City Hall Committee Room | 4850 Argyle Street, Port Alberni**

PRESENT: Mayor Minions
Councillor R. Corbeil | Electronically
Councillor D. Haggard | Electronically
Councillor R. Paulson
Councillor H. Poon
Councillor C. Solda

Absent: Councillor D. Washington

Staff: T. Slonski, Director of Corporate Services
K. Bodin, Manager of Human Resources

Call to Order: @ 2:30 pm

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

Section 90 (1)(c) *labour relations or other employee relations*
CARRIED

The meeting was terminated at 4:27 pm

CERTIFIED CORRECT

Mayor

Corporate Officer

ENTERED

B1a

**MINUTES OF THE SPECIAL MEETING OF COUNCIL
FOR THE PURPOSE OF ESTABLISHING AN IN-CAMERA MEETING
FRIDAY, FEBRUARY 25, 2022 @ 2:30 PM
In City Hall Committee Room | 4850 Argyle Street, Port Alberni**

PRESENT: Mayor Minions | Electronically
Councillor R. Corbeil | Electronically
Councillor D. Haggard | Electronically
Councillor R. Paulson
Councillor H. Poon [Chair]
Councillor C. Solda

Absent: Councillor D. Washington

Staff: T. Slonski, Director of Corporate Services
K. Bodin, Manager of Human Resources | Electronically

Call to Order: @ 2:30 pm

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

Section 90 (1)(c) *labour relations or other employee relations*
CARRIED

The meeting was terminated at 3:57 pm

CERTIFIED CORRECT

Mayor

Corporate Officer

ENTERED

B1b

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**MINUTES OF THE SPECIAL MEETING OF COUNCIL
FOR THE PURPOSE OF ESTABLISHING AN IN-CAMERA MEETING
MONDAY, FEBRUARY 28, 2022 @ 12:30 PM
In City Hall Committee Room | 4850 Argyle Street, Port Alberni**

PRESENT: Mayor Minions
Councillor R. Corbeil
Councillor R. Paulson
Councillor H. Poon
Councillor C. Solda

Absent: Councillor D. Haggard
Councillor D. Washington

Staff: S. Smith, Acting CAO | Director of Development Services
A. McGifford, Director of Finance
T. Slonski, Director of Corporate Services

Call to Order: @ 12:30 pm

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)(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; and*

CARRIED

The meeting was terminated at 1:50 pm

CERTIFIED CORRECT

Mayor

Corporate Officer

ENTERED

B1c

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MINUTES OF THE REGULAR MEETING OF COUNCIL
Monday, February 28, 2022 @ 2:00 PM
In the City Hall Council Chambers – 4850 Argyle Street, Port Alberni, BC

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

ABSENT: Councillor D. Haggard
Councillor D. Washington

Introductory Remarks from Mayor Minions

I want to take this opportunity to address the public on behalf of Council around the Kingsway Hotel and questions related to renovations conducted in that space.

As elected officials, we are responsible for making decisions that affect the daily lives of residents, families, the business community and many others. We take this responsibility very seriously.

In certain circumstances, decisions and/or actions of Council are made which may result in questions from the public. When questions arise, we recognize that it is Council's responsibility to respond.

Council would like to take the time today to thank the members of our community who continued to bring their concerns forward on this issue.

Learning a great deal from this experience, we are beginning to explore a Council Code of Conduct and more clear policy around how Council and staff respond to community concerns.

As an organization, the City is constantly looking for ways to improve our engagement and processes and we thank members of the public for holding us accountable as we continue this work.

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 five items of correspondence related to staff report F.2 [Development Variance Permit No. 110 | 4841 Redford Street]. The agenda was then approved as amended.

CARRIED

B. ADOPTION OF MINUTES

1. *MOVED AND SECONDED, THAT the minutes of the Special meeting held at 9:30 am, Regular Council meeting held at 2:00 pm on February 14, 2022 and Special meetings held at 2:00 pm on February 15, 2022 and at 3:00 pm on February 22, 2022 be adopted.*

CARRIED

ENTERED

Bld

C. PUBLIC INPUT PERIOD

R. L. Miller

Spoke to correspondence submitted requesting recognition of the [former] owner of Little Bavaria Restaurant, Kathy Krznaric for her contribution and support to the community.

Council directed staff to prepare a letter congratulating Ms. Krznaric on her recent retirement and thanking her for her numerous contributions over the many years and longstanding investment in the community.

D. DELEGATIONS

1. Twinning Society

Dave Grant and Laurie Money presented Council with a historical booklet created by the City of Abashiri documenting the 35 Year Sister City friendship and a commemoration plaque designed by the Twinning Society.

E. UNFINISHED BUSINESS

1. Director of Finance— “City of Port Alberni 2022 – 2026 Financial Plan Bylaw No. 5045, 2022”

MOVED AND SECONDED, THAT Council amend the “City of Port Alberni 2022 – 2026 Financial Plan Bylaw No. 5045, 2022” as follows:

- i. Allocate the remaining \$2,241,022 COVID-19 Restart Funding as outlined in Table 1 – ‘Finalization of COVID-19 Restart Funding’ of this report.*
- ii. Allocate \$482,000 of surplus from 2021 for the carry forward of operational expenditures as outline in Table 2 – 2022 ‘Carry forward Surplus’ of this report.*
- iii. Allocate \$250,000 of surplus from 2021 as follows:*
 - a. \$200,000 to the Connect the Quays Pathway project;*
 - b. \$50,000 to Tree Planting in the 2022 Capital Plan; and thereby reducing general taxation in the amount of \$250,000.*

CARRIED | Res. No. 22-28

2. Five Year Financial Plan Q&A Summary

Council received the summary of questions and responses as it relates to the 2022 – 2026 Financial Planning process.

3. Old Growth Deferral

Council reviewed the draft letter to the Ministry of Forests requesting the opportunity to collaborate in the Old Growth Deferral strategy process. Council requested that the MLA: Hon. Josie Osborne be copied on the letter.

F. STAFF REPORTS

1. Accounts

MOVED AND SECONDED, THAT the certification of the Director of Finance dated February 28, 2022, be received and the cheques numbered 150031 to 150114 inclusive, in payment of accounts totalling \$1,070,070.06, be approved.

CARRIED

2. **Development Planner – Development Variance Permit No. 110 | 4841 Redford Street**
MOVED AND SECONDED, THAT Council authorize the issuance of Development Variance Permit No. 110 and that the Director of Corporate Services be authorized to sign the permit granting the following variances to the Zoning Bylaw at 4841 Redford Street:

- a) Vary section 5.31.2 Site Development Regulations to permit a reduction of the required front yard setback of 4841 Redford Street along 4th Avenue from 7.5 metres to 3.2 metres, a variance of 4.3 metres.*
- b) Vary section 5.31.3 Conditions of Use to permit a reduction of the total of both side yards of 4841 Redford Street from 20 percent to 19.4 percent of the proposed lot width.*

CARRIED | Res. No. 22-29

3. **Manager of Facilities – Award of RFP #024-21 | Public Safety Building Renovations**
MOVED AND SECONDED, THAT Council amend the “City of Port Alberni 2022 – 2026 Financial Plan Bylaw No. 5045, 2022” to increase the Capital Plan for the Public Safety Building by \$400,000 coming from the Emergency Reserve.

CARRIED | Res. No. 22-30

MOVED AND SECONDED, THAT Council for the City of Port Alberni award proposal #024-21, City of Port Alberni Public Safety Building Renovations to COPCAN Construction in the amount of \$631,480.00 plus applicable taxes, with funding coming from the Emergency Reserve.

CARRIED | Res. No. 22-31

4. **Acting CAO | Director of Development Services – Award of Construction Manager Services for Childcare Centre | 3045 8th Avenue**
MOVED AND SECONDED, THAT Council for the City of Port Alberni award “Request for Proposal 023-21, Construction Manager: Childcare Center” to MKM Projects Ltd., for a fixed fee of \$39,000, plus a variable fee at 6.66% of the construction costs [construction cost based on Class ‘A’ estimate] and 6.66% administration charge on reimbursable expense, plus applicable taxes.

CARRIED | Res. No. 22-32

G. BYLAWS

1. **Development Planner – Proposed Official Community Plan Bylaw & Zoning Bylaw Amendments | 4835 & 4825 Burde Street, 3618 & 3614 5th Avenue**
MOVED AND SECONDED, THAT “Official Community Plan Amendment No. 36 (5th Avenue & Burde Street Carniato), Bylaw No. 5042” be now introduced and read a first time.

CARRIED | Res. No. 22-33

MOVED AND SECONDED, THAT “Zoning Text Amendment No. T30 (CD3 - Comprehensive Development – Multi-Family Residential Infill – 5th Avenue & Burde Street), Bylaw No. 5043” be now introduced and read a first time.

CARRIED | Res. No. 22-34

MOVED AND SECONDED, THAT "Zoning Map Amendment No.47 (5th Avenue & Burde Street - Carniato), Bylaw No. 5044" be now introduced and read for a first time.

CARRIED | Res. No. 22-35

MOVED AND SECONDED, THAT "Official Community Plan Amendment No. 36 (5th Avenue & Burde Street - Carniato), Bylaw No. 5042" be read a second time.

CARRIED | Res. No. 22-36

MOVED AND SECONDED, THAT "Zoning Text Amendment No. T30 (CD3 - Comprehensive Development – Multi-Family Residential Infill – 5th Avenue & Burde Street), Bylaw No. 5043" be read a second time.

CARRIED | Res. No. 22-37

MOVED AND SECONDED, THAT "Zoning Map Amendment No.47 (5th Avenue & Burde Street - Carniato), Bylaw No. 5044" be read a second time.

CARRIED | Res. No. 22-38

MOVED AND SECONDED, THAT as part of the development process the applicant be required to complete the following before Council proceeds with final adoption:

- i. Consolidate the subject properties into two parcels on either side of the laneway.*
- ii. Submit an estimate in the amount required for completion of off-site works as determined by the City's Engineering Department.*

CARRIED | Res. No. 22-39

MOVED AND SECONDED, THAT the amending bylaws No. 5042, 5043, and 5044 be advanced to a Public Hearing on Tuesday March 29, 2022 at 6:00 pm in City Hall, Council Chambers.

CARRIED | Res. No. 22-40

2. Development Planner – Proposed Official Community Plan Bylaw & Zoning Bylaw Amendments | 4440 Vimy Street

MOVED AND SECONDED, THAT "Official Community Plan Amendment No. 35 (4440 Vimy Street – BC Housing – ACAWS), Bylaw No. 5036" be read a third time.

CARRIED | Res. No. 22-41

MOVED AND SECONDED, THAT "Zoning Map Amendment No. 46 (4440 Vimy Street – BC Housing – ACAWS), Bylaw No. 5037" be read a third time.

CARRIED | Res. No. 22-42

H. CORRESPONDENCE FOR ACTION

1. BC Farmers' Markets

MOVED AND SECONDED, THAT Council direct staff to prepare a letter of thanks to the Honourable Adrian Dix, Minister of Health in support of the BC Farmers' Market Nutrition Coupon Program.

CARRIED | Res. No. 22-43

I. PROCLAMATIONS

1. World Down Syndrome Day

MOVED AND SECONDED, THAT Council proclaim March 21, 2022 as 'World Down Syndrome Day' in Port Alberni.

CARRIED | Res. No. 22-44

J. CORRESPONDENCE FOR INFORMATION

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

- a. BC Ombudsperson | Quarterly Report October 1 – December 31, 2021
- b. Village of Chase | In support of the BC Wildfires Petition
- c. Ministry of Public Safety and Solicitor General | Vancouver Island Integrated Major Crime Unit Expansion
- d. BC Senior Games Society | Bid Application Package for 55+ BC Games
- e. R.L. Miller | Recommendation for Outstanding Citizen Award | Kathy Krznaric [Little Bavaria]
- f. Ministry of Jobs, Economic Recovery and Innovation | StongerBC Economic Plan
- g. Ministry of Transportation and Infrastructure | Beaver Creek & River Rd. Intersection Improvements
- h. R. Fraser | Financial Plan Enquiries
- i. R. Smith | Financial Plan Enquiries & Question Period Procedure
- j. L. Walerius | Hybrid Council Meetings

K. REPORT FROM IN-CAMERA

L. COUNCIL REPORTS

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

CARRIED

M. NEW BUSINESS

N. QUESTION PERIOD

O. ADJOURNMENT

MOVED AND SECONDED, THAT the meeting adjourn at 3:47 PM.

CARRIED

CERTIFIED CORRECT

Mayor

Corporate Officer

**MINUTES OF THE SPECIAL MEETING OF COUNCIL
FOR THE PURPOSE OF ESTABLISHING AN IN-CAMERA MEETING
TUESDAY, MARCH 1, 2022 @ 2:30 PM
In City Hall Committee Room | 4850 Argyle Street, Port Alberni**

PRESENT: Mayor Minions
Councillor R. Corbeil | Electronically
Councillor D. Haggard | Electronically
Councillor R. Paulson
Councillor C. Solda

Absent: Councillor H. Poon
Councillor D. Washington

Staff: T. Slonski, Director of Corporate Services
K. Bodin, Manager of Human Resources | Electronically

Call to Order: @ 2:30 pm

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

Section 90 (1)(c) *labour relations or other employee relations*
CARRIED

The meeting was terminated at 4:17 pm

CERTIFIED CORRECT

Mayor

Corporate Officer

ENTERED

Ble

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**MINUTES OF THE SPECIAL MEETING OF COUNCIL
FOR THE PURPOSE OF ESTABLISHING AN IN-CAMERA MEETING
WEDNESDAY, MARCH 2, 2022 @ 1:00 PM
In City Hall Committee Room | 4850 Argyle Street, Port Alberni**

PRESENT: Mayor Minions
Councillor R. Corbeil | Electronically
Councillor D. Haggard | Electronically
Councillor R. Paulson @ 1:20 pm
Councillor C. Solda

Absent: Councillor H. Poon
Councillor D. Washington

Staff: T. Slonski, Director of Corporate Services
K. Bodin, Manager of Human Resources | Electronically

Call to Order: @ 1:00 pm

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

Section 90 (1)(c) *labour relations or other employee relations*
CARRIED

The meeting was terminated at 2:57 pm

CERTIFIED CORRECT

Mayor

Corporate Officer

ENTERED

B1F



CONTACT INFORMATION: (please print)

Full Name: Marcie DeWitt Organization (if applicable): Alberni Clayoquot Health N₄
Street Address: 1326 B Helen Road Phone: 250-726-5019
Mailing Address: Box 845, Ucluelet BC, V0R₄ Email: achn@acrd.bc.ca
No. of Additional Participants:
[Name/Contact Information]

MEETING DATE REQUESTED: Next available

PURPOSE OF PRESENTATION: (please be specific)

Provide an overview of your presentation below, or attach a one-page (maximum) outline of your presentation:
The ACHN will be presenting the Poverty Reduction Action plan to all leadership tables in the ACRD to review
the process, report back on findings and recommendations. We have a goal to seek a motion to adopt the plan to work
regionally to action recommendations around poverty reduction and equity.

Requested Action by Council (if applicable):
Motion to adopt the Poverty Reduction Action Plan

Supporting Materials/PowerPoint Presentation: ☐ No ☒ Yes

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

SIGNATURE(S):

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

Marcie DeWitt Digitally signed by Marcie DeWitt
Date: 2022.02.23 16:08:17 -08'00'

02/23/2022

Signature:

Date:

OFFICE USE ONLY:

Approved: (Deputy City Clerk)

Scheduled Meeting Date: March 14, 2022 RCM

Date Approved: Feb. 25/22

Applicant Advised: Feb. 25/22

S. Donling

ENTERED

D1

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

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

- | | |
|--|--|
| <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 checked="" type="checkbox"/> Community Safety |
| <input checked="" type="checkbox"/> Agenda | <input type="checkbox"/> Other |

BUILDING PROSPERITY IN THE ALBERNI CLAYOQUOT

Poverty Reduction Action Plan



**ALBERNI CLAYOQUOT
HEALTH NETWORK**

Prepared by the Alberni Clayoquot Health Network / December 2021

ACKNOWLEDGEMENTS

The Alberni-Clayoquot Health Network would like to acknowledge the traditional territories of the Nuuchalch people in which we work and strive to improve the health outcomes for all people. This includes the territories of the Ditidaht, Huu-ay-aht, Hupacasath, Tseshaht, Uchucklesaht, Ahousaht, Hesquiaht, Tla-o-qui-aht, Toquaht and Yuu-cluth-aht Nations. We look forward to our shared work and collaborations to build a healthy region.

Community Engagement

Thank you to the amazing front line organizations who assisted with in person community engagement and access to technology in the Alberni Valley and West Coast communities.

The Port Alberni CAT Team Peer Outreach Workers, Literacy Alberni Alberni Community and Women's Services Society (ACAWS), Port Alberni Friendship Centre, Alberni Drug and Alcohol Prevention Society (ADAPS), Canadian Mental Health Association, Westcoast Community Resources Society, Food Bank on the Edge

Focus Groups

Thank you to all the Networks, professionals and organizations who reviewed information, collaborated, and provided insights in this project.

District of Tofino, District of Ucluelet, City of Port Alberni, Alberni Clayoquot Region District, Huu-ay-aht First Nation, MLA Josie Osborne, MP Gord Johns Bamfield Community School, Alberni Community and Women's Services Society Westcoast Community Resources Society, Coastal Family Resource Coalition Alberni Valley Learning Council, Alberni Valley Child and Youth Network Port Alberni Friendship Society, BC Community Response Networks

And many others engaged through these networks for your thoughtful participation.

REPORT PREPARATION

This plan was prepared by Marcie DeWitt, Coordinator for the Alberni Clayoquot Health Network achn@acrd.bc.ca

Thank you to the following creative professionals for their support and expertise on this project.

Community Template

Kelly Foxcroft-Poirier - White Raven Consulting

Plan Editing and Review

Maggie Hodge Kwan - Creative Clarity Consulting

Layout and Design

Sarita Mielke - Wild/Free Creative

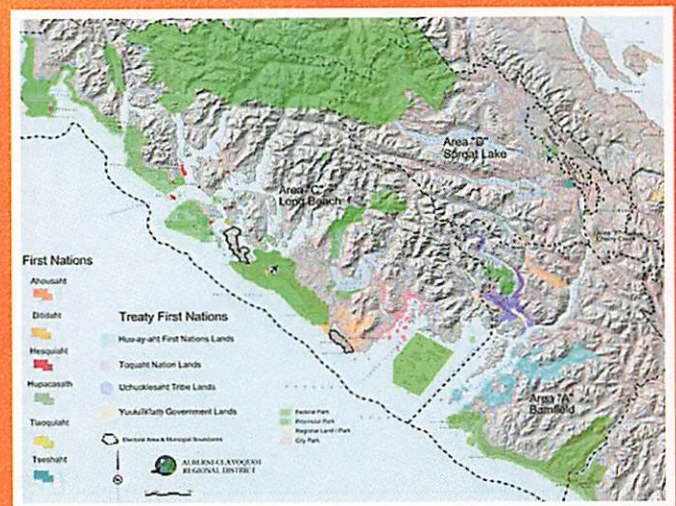
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EXECUTIVE SUMMARY

The Alberni Clayoquot Regional District is a geographically diverse area which spans 6904 km². All together, the ACRD has a population of over 30,000 people. The ACRD is located in the traditional territories of the Nuu-Chah-Nulth speaking peoples, the ten Nations of the Ditidaht, Huu-ay-aht, Hupacasath, Tseshah, Uchucklesaht, Ahousaht, Hesquiaht, Tla-o-qui-aht, Toquaht, and Yuu-cluth-aht peoples who have territories and communities within this region. The ACRD includes the City of Port Alberni, Municipalities of Ucluelet and Tofino as well as the six electoral areas of Bamfield, Beaufort, Long Beach, Sproat Lake, Cherry Creek, and Beaver Creek.



MAP Alberni Clayoquot region map.

THIS PLAN

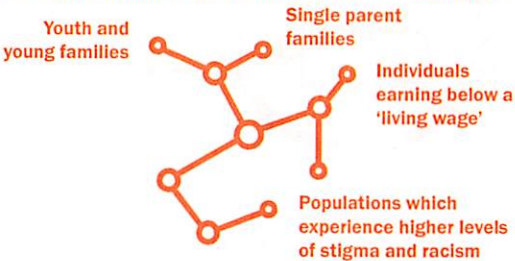
Building Prosperity Action Plan outlines poverty reduction strategies and areas of focus for the Alberni Clayoquot communities to direct attention in order to see real meaningful change.



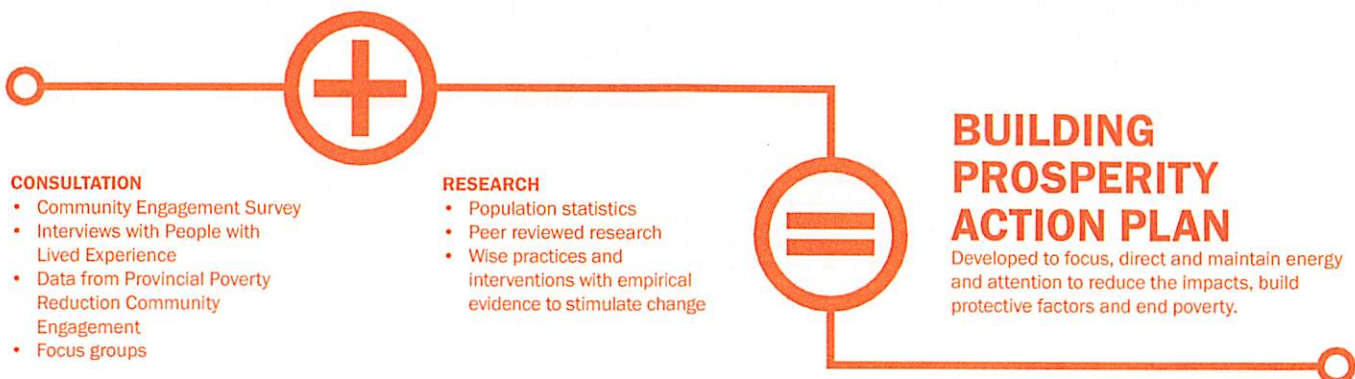
OUR CHALLENGE

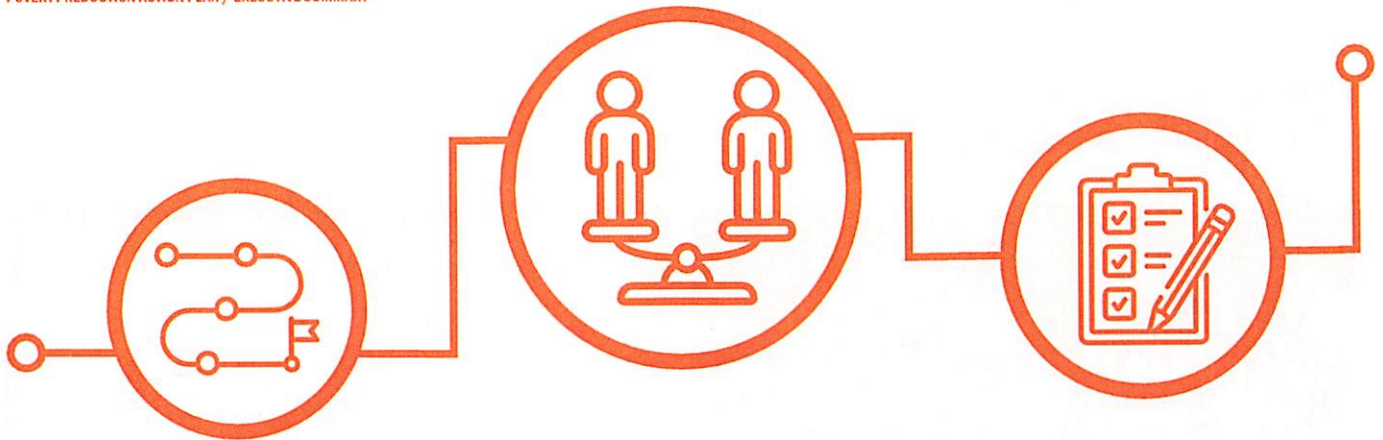
- 21% of all residents live in poverty
- 1880 children experiencing poverty with a 15% poverty rate for children in two parent homes and a 62% poverty rate for children in lone-parent families
- Low median income: \$49,679 in 2015, with a growth rate of 2.3%, compared to the 2015 BC median income of \$61,280, with an 11.5% growth rate
- High cost of living: 47% of renters spending more than 30% on shelter
- Housing crisis: low vacancy rate and hot housing market

PRIORITY POPULATIONS
Statistics and information in this plan point to specific attention to:



- Youth and young families
- Single parent families
- Individuals earning below a 'living wage'
- Populations which experience higher levels of stigma and racism





- **Two main areas of focus**

- * Build and enhance *PROTECTIVE FACTORS* which support community members in poverty, at risk of poverty or in situations where they are unable to thrive.
- * Creating *CLEAR PATHWAYS OUT OF POVERTY* by addressing systemic inequities which exist for those individuals' experiencing poverty.

- **Centered in Equity Building Principles**

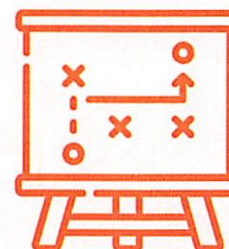
- * Procedural Equity (Inclusion) – representation in the process which includes communities in a fair, transparent, meaningful, and inclusive manner.
- * Distributional Equity (Access) – implementation prioritizes the highest unmet needs in community and takes into consideration distribution of power, benefits, and burdens.
- * Structural Equity – acknowledges historical, cultural, and institutional dynamics to address changes required to impact social and racial inequities.
- * Transgenerational Equity – considers the impact of action or failure to act on future generations while prioritizing present day responsibilities and actionable steps.

- **Utilizing the Sustainable Development Goals as a shared evaluation tool to report progress**

- * Used locally in Alberni Valley and Clayoquot Vital Signs Reports
- * Familiar framework to evaluate progress and document community success

RECOMMENDATIONS

Summary of recommendations for Prosperity Building in the Alberni Clayoquot Regional District:



INCOME

- Advocate for the adoption and implementation of systemic reforms outlined in the Guaranteed Basic Income Panel findings
- Advocate for adoption of Living Wage
- Advocate for the continuation and implementation of childcare supporting funds and initiatives
- Advocate for Provincial and Federal interventions to decrease the financial burden of advanced education
- Increase access to technology
- Increase access to basic needs and ensure availability of necessities
- Support initiatives which increase access to healthy foods

HOUSING

- Advocate for the creation of a national housing strategy
- Implement a regional or sub regional housing authority
- Implement a person-centered approach to support individuals in need of housing supports

HEALTH, MENTAL HEALTH AND ADDICTIONS

- Support local partners such as the Divisions of Family Practice and Community Action Tables to advocate and support patient centered care and harm reduction programs
- Advocate and support funding mechanisms which will enhance individuals access to treatment and care

BUILDING EQUITY

- Adopt an equity lens for planning, engaging and prioritizing the needs of those most effected in decisions
- Increase community education and action around the Truth and Reconciliation Calls to Action and United Nations Declaration of Indigenous People
- Support training and interventions in health, social and mental health supports which address stigma
- Support interventions and solutions which ensure protective factors such as shelter, basic needs, and income are accessible.
- Creation of a regional Poverty Reduction Table which promotes education and stigma reduction, advocates for actions outline in the Action Plan

INTRODUCTION

The Building Prosperity in the Alberni Clayoquot Poverty Reduction Action Plan has been informed by community engagement. The plan aims to bring forth the voices of individuals with lived experience to make meaningful change and generate informed dialog around poverty reduction and equity building activities in our region. To embed equity in our work, the plan centres engagement with community and those most directly impacted by poverty as part of the entire process, from planning to evaluation.

The concept of equity can be easily misunderstood or inconsistently applied; thus, the Urban Sustainability Directors Network's (USDN) definition of equity has been adopted. It has been chosen because it offers the ability to look at multiple dimensions of equity and their relation to planning, policy and action. This plan and the subsequent recommendations will touch on all four aspects of equity building while aiming to build processes to improve structural equity through practices of procedural (inclusion-based) equity.

- Procedural Equity (Inclusion) – representation in the process of developing programs, services and policy which includes impacted communities in a fair, transparent, meaningful, and inclusive manner.
- Distributional Equity (Access) – implementation of program and policies prioritize the highest unmet needs in community and take into consideration distribution of power, benefits, and burdens.
- Structural Equity – acknowledges historical, cultural, and institutional dynamics to address underlying structural and institutional systemic changes required to impact social and racial inequities.
- Transgenerational Equity – considers the impact of action or failure to act on future generations while prioritizing present day responsibilities and actionable steps.¹

With this lens in mind, we began this project by asking community members two questions to help centre our work. How do you define prosperity? And how do you define poverty?

When respondents were asked to provide a definition of poverty, they described an inability to meet a basic standard of living – poverty means a lack of access to safe and secure housing, food, heat, self-care, time, and leisure. Poverty is stress – an individual or household under stress, missed opportunities, an inability to make dollars stretch to deal with the basics and the overall inability to thrive.

When respondents defined prosperity, they described the opposite: an individual's basic needs being met, opportunities to focus on interests, luxuries, time off and vacation. Community prosperity was further characterized by strong links to organizations, strong transportation and access systems, adequate services and resources and having the ability to keep people we need in community.

This exercise demonstrated that the basic concepts of poverty and prosperity are opposing. It also reaffirms our intent: not to reduce poverty, but to build prosperity in our communities. Building prosperity involves building healthier systems and ensuring equitable access to resources and leads to healthier and more prosperous individuals and communities. Research shows that early interventions and systemic changes make considerable impacts to the load that is felt on the system overall. The cost of poverty and our current approach, which reinforces cycles of poverty, far exceed the cost to implement early interventions and systemic changes.

The act of building prosperity in our local communities involves a complex web of systemic changes. The recommendations outlined in this plan are centered in prosperity and equity building activities, recognizing that the health of our communities is tied to the health of our systems. We focus on ensuring that there are clear pathways to prosperity for individuals experiencing poverty as well as ensuring that adequate supports and resources are available to individuals at risk of adversity. While this is a big issue with many moving parts, there are tangible approaches which can be taken in community, work already initiated and led by local community groups and concepts introduced at parliament which can make substantial difference. Frameworks and measurements exist in community to assist. Our local Vital Signs reports have assisted in bringing local communities and leadership to the table to track the health of our communities. Produced by the Alberni Valley Community Foundation and Clayoquot Biosphere Trust these reports utilize the United Nations Social Development goals to communicate local data into an international framework complete with measurable targets. To adopt a common language and take advantage of baseline measurements, these themes will be repeated throughout the plan. Local approaches to increase equity, in combination with advocacy to higher levels of government, strategies to increase impact and activities which increase awareness of the issues in community will be the focus of this report.



SDG's Adopted by the United Nations in 2015 as part of the 2030 Agenda for Sustainable Development, the 17 Sustainable Development Goals (SDG's) are a blueprint for all world nations to act. Regardless of economic status, to end poverty and protect the planet while leaving no one behind.²

THE COST OF POVERTY

Work from the Public Health Agency of Canada shows that every \$1 invested in early interventions leads to \$9 savings in the health and criminal justice system. Estimates place the impact of poverty on the health care system at \$7.6 billion alone. In 2011 Canada Without Poverty published a detailed breakdown of government spending, that poverty cost the BC government \$2.2 to \$2.3 billion annually and cost society \$8.1 to \$9.2 billion annually, or between 4.1 percent and 4.7 percent of BC's Gross Domestic Product. The cost to maintain this system far exceeds the \$3 – 4 million investments in a comprehensive poverty action plan.³

BACKGROUND

In 2015 the Alberni Clayoquot Health Network brought local leaders together and began to assist in facilitating and tracking actions to address poverty. Numerous community based networks exist in the Alberni Clayoquot to identify and address aspects of community health related to poverty. These efforts stem from the recognition that poverty is a complex issue which cannot be addressed by any one organization or initiative. Solutions require resources and collaboration to tackle the social inequities we are currently facing.



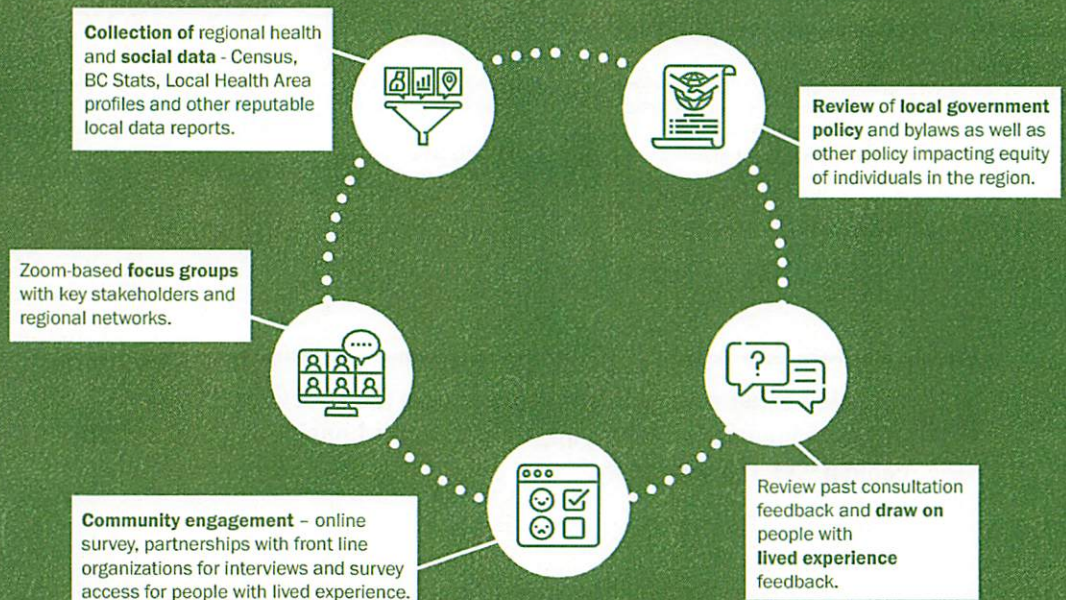
METHODOLOGY

The ACHN received confirmation of funding for the development of the Alberni Clayoquot Poverty Reduction Action Plan in May 2020, during the first wave of the COVID pandemic. At this time there was great uncertainty around what would transpire in the next year. While many of the action plan development activities were low risk the ACHN revised the community engagement plans for action plan development and approved the new activities in June 2020.

DATA COLLECTION

This action plan pulls together regional data, feedback from community engagement and local government policy analysis with research and policy practices around the priority themes identified for the region. In developing community engagement activities, the ACHN was careful to acknowledge the prior contributions of individuals with lived experience. Raw data from past ACHN engagements as well as the 2018-2019 BC Poverty Reduction Consultation was used in the action plan and informed the development of survey questions to reduce duplication and update past findings.

Data collection was conducted through the following activities:



LIMITATIONS

Proposed community engagement for the ACRD Poverty Reduction Action plan included robust in-person focus groups, workshops, and events with communities in the ACRD. Due to the COVID pandemic, activities were altered to minimize contact. This reduced community engagement to online surveys, Zoom-based focus groups and partnerships with local front-line organizations to interview people with lived experience. The development of the online survey was informed by past feedback from the provincial consultation as well as ACHN community engagement prior to 2018. Despite limitations, the survey and interview results confirmed past data collection and provided updated accounts of the current challenges and needs faced by individuals in the Alberni Clayoquot Region. Some additional limitations to note:

- Consultation fatigue from those with lived experience as well as the general public, voiced in previous years' activities but more prevalent as public and societal health crises continue.
- While the survey was well promoted and open for a considerable amount of time, its completion required access to the internet. Partnerships with front line organizations assisted in providing access to many but internet and device access was a challenge to some.
- The COVID 19 Pandemic challenged engagement with community and there was a concern that this would also skew results to show disproportionate impacts to specific dimensions of the engagement. As such during the community survey each dimension included an inquiry around how long the respondent had experienced challenges relating to the topic area. In most cases COVID was attributed to the challenges respondents faced in 5% or less of the responses. Any dimensions which saw higher rates of impact due to the COVID Pandemic will be noted in the report.
- Given the previously noted limitations around engagement, and timeline of the project, survey response rate and overall engagement was acceptable but could have been improved. As such, engagement information was combined with responses collected during the Provincial Poverty Reduction community engagement to ensure an accurate reflection of the experiences of people experiencing poverty and barriers to prosperity.
- Survey results showed a response rate of 19% indigenous people, on par with the regional population distribution. Despite this, not enough meaningful engagement with indigenous communities was possible during the COVID pandemic or in the timeline and scope of this project. Recommendations will include feedback gathered with an aim to ensure further work is done in an inclusive and collaborative manner. This plan will build upon recommendations from the Truth and Reconciliation Commission when forming recommendations to honor the uniqueness of the ten Nuu-Chah-Nulth Nations and other indigenous peoples within the Alberni Clayoquot region.

“There is a middle range where many people fall - not living in poverty but not getting anywhere. Prices are too high, income is too low, and no affordable housing exists. I can barely afford to live here by myself and could never afford a family.”

WHO WE HEARD FROM

Community engagement efforts for the Action Plan received good representation with over 400 individuals participating in one of the three engagement activities.

INTERVIEWS

Over the course of five months, 53 interviews with people with lived experience were conducted in partnership with local organizations. The majority of responses were from the Alberni Valley due to availability of services. Technological assistance was made available to interested participants through the Port Alberni Friendship Society and West Coast Community Resources Society to increase feedback from those without access to technology.

FOCUS GROUPS

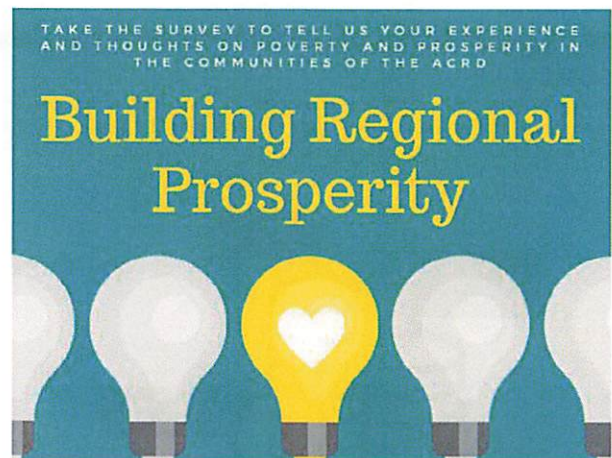
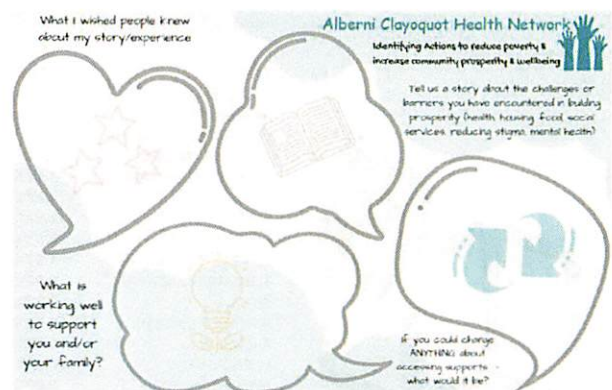
Two dedicated focus groups were hosted via Zoom in March 2021 to engage regional stakeholders, decision makers, and community partners interested in learning more about the responses to the survey and interviews. Twenty representatives were in attendance, including elected local leadership, service providers, and municipal and regional government staff. In addition to dedicated focus groups, the information was presented at three local network tables with a total of forty participants and specific issues were investigated with local networks and task forces with more specific mandates.

COMMUNITY SURVEY

Prosperity in our region is about everyone having equitable access to goods and services. As such, the online survey targeted all residents of the Alberni Clayoquot region and captured respondent demographic information to ensure representation of the region's population. The online community survey ran from September 2020 to December 2020 and received a total of 317 responses. Regional, identity, and demographic distribution of survey respondents showed reasonable representation of the Alberni Clayoquot region with a good representation of more vulnerable populations.

TOP Active listening interview template for action plan community engagement, designed by Kelly Foxcroft-Poirier, White Raven Consulting.

BOTTOM Poverty reduction community engagement survey announcement.



SURVEY RESPONDENTS

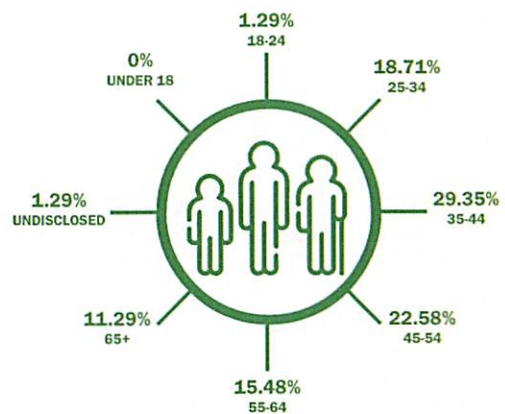
COMMUNITY

Where do you live?



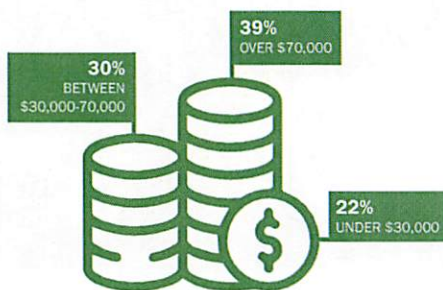
PORT ALBERNI	43.63%
TOFINO	16.24%
UCLUELET	11.78%
SPROAT LAKE (AREA D)	4.78%
BEAVER CREEK (AREA E)	4.78%
BAMFIELD (AREA A)	4.46%
CHERRY CREEK (AREA F)	3.18%
TSESHAHT	2.87%
OTHER	2.87%
HITACU	2.55%
LONG BEACH (AREA C)	1.27%
TYHISTANIS/ESOWISTA	0.64%
ANACLA	0.32%
BEAUFORT (AREA B)	0.32%
AHOUSAHT	0.32%
HUPACASATH	0.00%
MACOAH	0.00%
HOT SPRINGS COVE	0.00%
OPITSAHT	0.00%

AGE



INCOME

Income groupings in the report were chosen to align with census data and be representative of those experiencing poverty (under \$30 000), earning under a living wage (\$30 000-\$70 000) and earning over a living wage (\$70 000+).



IDENTITY



MALE	22.58%
FEMALE	73.87%
LGBTQIA2S	5.16%
INDIGENOUS	9.68%
NUU CHAH NULTH	9.68%
METIS	2.58%
IMMIGRANT	2.58%
YOUTH IN CARE/AGED OUT	0.32%
PERSON WITH A DISABILITY	11.29%
SINGLE PARENT	9.03%
SINGLE PERSON	11.94%
SENIOR ON FIXED INCOME	6.13%

Truth and Reconciliation

The Alberni Clayoquot Region is situated on the territories of the Nuu-Chah-Nulth peoples. Ten of the fourteen Nuu-Chah-Nulth Nations on Vancouver Island are located within the boundaries of the Alberni Clayoquot.

Of the ten Nuu-Chah-Nulth Nations in the Alberni Clayoquot region, four have signed modern treaties and are part of the Maa-nulth Treaty group with representation on the Alberni Clayoquot Regional District Board.

While the ten Nuu-Chah-Nulth Nations are part of the same family group there is rich diversity between each nation. Language dialects, structure of community leadership, culture, teachings, and relationships to local, provincial, and federal governments differ among the nations. It is important to recognise that time-limited processes such as Action Plan development are not able to capture the richness of these individual nations, nor is it appropriate to assume that sufficient relationship building has been conducted to make recommendations on behalf of these nations.

Recommendations outlined in this Action Plan focus on relationship building and collaborative efforts to address inequity in the region while recognizing that non-indigenous communities and representatives must commit to actively listening, learning and working to implement the Truth and Reconciliation Calls to Action and the United Nations Declaration on the Rights of Indigenous Peoples.

The Alberni Clayoquot Health Network will continue to integrate the following commitments directly related to the work of the Network into poverty reduction and equity building work in the ACRD while assisting other organizations and levels of government to do the same.



MAP Alberni Clayoquot region map.

UNITED NATIONS DECLARATION ON THE RIGHTS OF INDIGENOUS PEOPLES

- 1. We support the rights of First Nations, Inuit, and Métis Peoples: UN Declaration and Bill 41 in BC**
- 2. Governments must ensure Indigenous Peoples have resources they require, including Urban Indigenous People.**
- 3. We support the development of Nuu-Chah-Nulth and/or Indigenous specific Poverty Reduction strategies. Indigenous communities have and may evolve services in directions other than those in this Action Plan.**
- 4. We commit to listen and learn in our on-going work to decolonize⁴**

TRUTH AND RECONCILIATION CALLS TO ACTION

- 1. We support Calls to Action #1 – #42, which address the legacy of colonization. We commit to actions that build equity, culturally appropriate response, and learning.**
- 2. We support Calls to Action #42 – #94 which outline steps to reconciliation and learning about the impacts of colonization. We urge community partners to learn more and will support efforts to implement action.**
- 3. We support the full implementation of Call to Action #57, to provide education to public servants on the history of Aboriginal peoples, requiring skills-based training in intercultural competency, conflict resolution, human rights, and anti-racism.**
- 4. Further to the TRC Call to Action #57 we support the development and implementation of Education for Reconciliation outlined in Calls to Action #62 to #65**
- 5. We support buy in and implementation of Call to Action #92 which calls for corporate sector partners and institutions to adopt UNDRIP as a framework and to apply its principles, norms and standards to corporate policy and core operational activities which involve indigenous peoples, their lands, and resources.⁵**

REGIONAL CONTEXT

The Alberni Clayoquot Regional District is a geographically diverse area which spans 6904 km² and includes three municipalities, ten Nuu-chah-nulth First Nations and six electoral areas. All together, the ACRD has a population of over 30,000 people. The ACRD is located in the traditional territories of the Nuu-Chah-Nulth speaking peoples, the ten Nations of the Ditidaht, Huu-ay-aht, Hupacasath, Tseshah, Uchucklesaht, Ahousaht, Hesquiaht, Tla-o-qui-aht, Toquaht, and Yuu-cluth-aht peoples who have territories and communities within this region. The ACRD includes the City of Port Alberni, Municipalities of Ucluelet and Tofino as well as the six electoral areas of Bamfield, Beaufort, Long Beach, Sproat Lake, Cherry Creek, and Beaver Creek.



ACRD SUB-REGION DIVERSITY

WEST COAST COMMUNITIES

-  • Transit service planned
-  • 4 communities with logging road, boat or float plane access
-  • Low median income with high cost of living
-  • Cost of ownership has risen 82% with a rental market shortage
-  • Limited health and social supports

ALBERNI VALLEY COMMUNITIES

-  • Transit system in place
-  • Limited connection to rural and First Nation communities
-  • High poverty rates
-  • Lowest median income in the region
-  • Increasing pressures on real estate and rental market
-  • High level of health and social services available

BARKLEY COMMUNITIES

-  • Logging road or boat access only
-  • Road paving underway
-  • No public transport
-  • Low median income which saw a decrease between last census periods
-  • Growing need for community planning
-  • Health outpost only

 Transportation  Income  Housing  Services

MEASURING PROSPERITY

Like many coastal regions of BC, the Alberni-Clayoquot region has seen high rates of poverty and inequity. For many years, the ACRD was one of five regional districts across the province reporting the highest rates of poverty. Poverty rates have improved moderately, as illustrated by the child poverty rate, which began to decline in 2016 and has continued to decrease marginally from 32.6% in 2015 to 29.5% in 2021. Currently 21% of all residents live in poverty, with 1880 children experiencing poverty (a 15% poverty rate for children in two-parent homes and a 62% poverty rate for children in lone-parent families.⁶)

1 NO POVERTY



GOAL 1. END POVERTY IN ALL ITS FORMS EVERYWHERE

1.2 By 2030, reduce at least by half the proportion of men, women and children of all ages living in poverty in all its dimensions according to national definitions.

1.3 Implement nationally appropriate social protection systems and measures for all, including floors, and by 2030 achieve substantial coverage of the poor and the vulnerable.

1.4 By 2030, ensure that all men and women, in particular the poor and the vulnerable, have equal rights to economic resources, as well as access to basic services, ownership and control over land and other forms of property, inheritance, natural resources, appropriate new technology and financial services, including microfinance.

1.5 By 2030, build the resilience of the poor and those in vulnerable situations and reduce their exposure and vulnerability to climate-related extreme events and other economic, social and environmental shocks and disasters.⁷

LOW INCOME MEASURE



8

*Bamfield and Indigenous Community unavailable due to data suppression for communities with small populations.

“Poverty rates in Canada are measured through three main measures of low income: the Low-Income Cut-Off (LICO), the Low-Income Measure (LIM), and the Market Basket Measure (MBM). From 1996 to 2009, the poverty rate for all of Canada declined under LICO (and later under MBM). However, the low-income rate under LIM didn't change much at all.

Looking at the LICO, the current low-income thresholds are based on 1992 consumption patterns, adjusted over time for the rising cost of living. As such they operate as a fixed standard against which to measure change. When we use the LICO to generate poverty statistics, we are comparing the situation of those at the bottom of the income ladder today with those who were at the bottom back in 1992 (a recessionary year). And on this score, progress is being made – notably among seniors and families with children.

By contrast, the LIM thresholds are updated each year; when incomes increase (or decrease), the thresholds shift in lockstep. When we use the LIM, we are comparing the situation of those at the bottom with those who are in the middle in that same year. As said, not much has changed. Poverty levels continue to hover around the 13% mark, reflecting persistent and damaging consequences of income inequality.”⁹

— Making Sense of Poverty Measures | Citizens for Public Justice

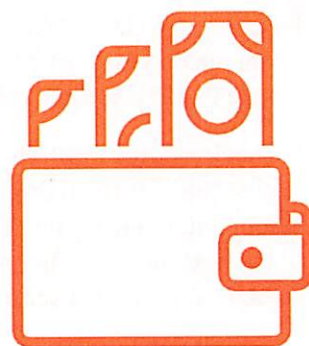
The non-indigenous communities established in the ACRD were built around resource industries including fishing and logging. The decline of these industries has shaped the current economic landscape of the region, resulting in new primary industry in several communities and increased diversity in others. Farming, fishing, and the forestry industry are still prevalent in most of the ACRD, most notably in the Alberni Valley. However, as these industries have declined, sectoral diversification has been embraced as a necessity and for risk mitigation. This has resulted in increased jobs in health and social service industries, aviation, and an ongoing desire to attract new industry to the Alberni Valley. In the more rural communities of Ucluelet and Tofino, tourism has become the dominant industry. One pattern has been observed across the ACRD: as resource industry employment declines, so too do higher wages.

Many communities in the ACRD have a historically lower median income than the province of BC. The after-tax median income in the ACRD was \$49,679 in 2015, with a growth rate of 2.3%. In comparison, the BC median income for the same time period was \$61,280, with an 11.5% growth rate. Lower incomes combined with the higher cost of living associated with rural and remote communities and tourism destinations adds to the financial pressure in the region. The living wage in some areas of the ACRD is on par with major cities in BC and significantly higher than other rural areas in the province. The living wage in 2019 was between \$17 and \$19.60 per hour, depending on the community.

Tourism industry employment and the warming real estate market have led to a steady increase in living costs in the Alberni-Clayoquot region, in turn putting pressure on young people, families, and low-wage workers. Households with two-income earners experience increased stability and ability to meet the living wage in the region, individual incomes highlight the prevalence of lower paying employment. Of the 25,540 income eligible residents in the ACRD, 49% earned below \$30,000 annually, 35% earned between \$30,000 and \$70,000, while only 17% earned over \$70,000. Noting these challenges, it is increasingly important for local communities to plan around young people, families, and individuals at or below the living wage for the region through the implementation of protective community factors. While the challenges vary from community to community in the ACRD, supports and recommendations in this plan will be centered in equity building in support of those directly experiencing vulnerabilities as well as those precariously close.

MEDIAN INCOME In the ACRD regions

BC	\$61,280
ACRD	\$49,679
Port Alberni	\$45,957
Beaufort	\$63,872
Sproat Lake	\$65,536
Beaver Creek	\$60,749
Cherry Creek	\$56,346
Ucluelet	\$54,336
Tofino	\$58,944
Longbeach	\$46,208



10 *Bamfield and Indigenous Community unavailable due to data suppression for communities with small populations.

BUILDING PROSPERITY

The landscape of social and community services has changed drastically in the last 30 years. Reforms to social programming in BC have shifted responsibilities for health and decreased caseloads for social programming, and the impacts of these shifts have been felt predominantly at the community level. Reforms to Income Assistance in the mid-1990s and early 2000s led to systems of support becoming increasingly complex to access in an effort to reduce caseloads. Changes to the BC Child Benefit in this same timeframe have contributed to the province's devolution from a leader in family support to the province with some of the highest child poverty rates in the country.¹¹ Federal and provincial supports to communities for housing and social infrastructure have also decreased. The need for communities to support their community members has grown, while resources to achieve this aim have decreased. Municipalities have been tasked with gradually increasing responsibilities without the fiscal and policy level support required to do so. Advocacy in response to this change has led to increased investment to local governments for planning and action, combined with renewed provincial and federal attention to social issues including housing, poverty reduction and mental health and substance abuse. Support for local planning processes has benefited rural communities, taking the pressure off municipal budgets and staff to perform these activities while still generating a plethora of community input and resultant plans and strategies.

Municipalities in the Alberni Clayoquot have been rising to the occasion to complete housing needs assessments, child care needs assessments, and other planning essential to action in support of social determinants of health. The ability to perform these assessments and to increase attention to these issues is a key first step. To build prosperity, there are two primary areas of focus that must be addressed and maintained by communities:

1. Building and enhancing protective factors that support community members in poverty, at risk of poverty, or in situations where they are unable to thrive. Actions to achieve this result are a combination of service level interventions, municipal policy, and advocacy to the provincial and federal governments.

2. Creating clear pathways out of poverty by addressing systemic inequities which exist for individuals experiencing poverty. This involves advocacy and action to implement systemic changes, equity building programs, and actions that increase people's ability to access services, basic needs, and essentials to thrive.

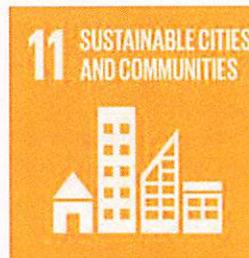
Data from the 2020 Poverty Reduction Action Plan community engagement pointed out four main areas of intervention for local communities to focus their efforts: housing, income, education, and access. The following sections present community feedback, associated data, wise practices, and recommendations in each of these areas.

HOUSING

The right to adequate housing is recognized internationally as a human right and appears in numerous international declarations including but not limited to the Universal Declaration of Human Rights, the International Covenant on Economic, Social and Cultural Rights, Convention on the Rights of the Child, and the Convention on the Rights of Persons with Disabilities. Through these declarations, adequate housing is identified by:

- Housing security – agreements and laws that protect against eviction and intimidation
- Availability of services and infrastructure – access to water, sanitation, food storage, energy, and access to services
- Affordability – the cost of housing should not threaten the ability to attain other rights and needs
- Habitability – housing has sufficient space, offer protection from the elements, and be free of health threats
- Accessibility – accommodates the needs of the elderly, terminally ill, and people with disabilities
- Location – accessibility to healthcare, schools, and employment; built in locations which do not threaten the health of residents
- Cultural adequacy – construction considers cultural identity and diversity¹²

In Canada housing at or below 30% of the cost of an individual's income is deemed affordable and attainable. Census data from 2016 shows a strong regional trend around renters experiencing the most unaffordable shelter costs in the region. Preliminary data from regional housing needs assessments shows staggering growth in the housing market and an increasing demand for core housing in rental markets across communities. Vancouver Island saw a 31.5% increase to the cost of ownership, west coast communities of the Alberni Clayoquot have seen an 82% increase, and the municipality of Ucluelet experienced the highest increase at 102%.¹³

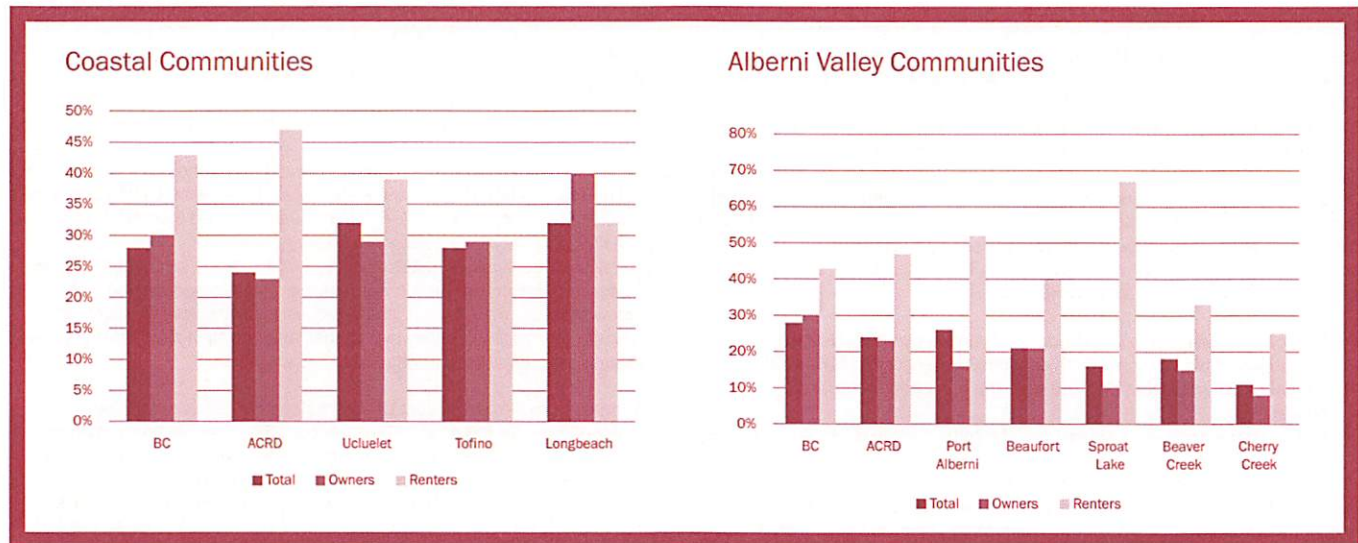


GOAL 11. MAKE CITIES AND HUMAN SETTLEMENTS INCLUSIVE, SAFE, RESILIENT AND SUSTAINABLE

11.1 By 2030, ensure access for all to adequate, safe and affordable housing and basic services and upgrade slums

SPENDING 30% OR MORE ON HOUSING

14



CORE HOUSING DEFINITION

Core housing need is a 2-stage indicator. It helps to identify households living in dwellings considered unsuitable, inadequate or unaffordable. It also considers if income levels are such that they could not afford alternative suitable and adequate housing in their community. Assessing a household for core housing need involves two steps to determine if:

1. the household lives in acceptable housing
2. the household's before-tax income is sufficient to access acceptable housing in their community¹⁵

— Understanding Core Housing Need | CMHC

High core housing needs in the rental market, low rental vacancy rates, and a steady increase in the cost of houses has led to residents living in overcrowded or unsuitable homes, negative health and economic impacts, and an increased risk of homelessness. Research into the cost of health and social supports and the use of the justice system demonstrates that the cost of homelessness for one person is over \$63 000 per year. Further research has shown that costs increase for those experiencing homelessness combined with mental health and addictions.¹⁶ During the 2021 Point in Time Homelessness Count in the Alberni Valley, 125 people were reported to be experiencing homelessness. While this is a decrease from the 147 reported in 2018, the vulnerabilities of those experiencing homelessness saw a sharp increase.

- 65% of the respondents identified as indigenous compared to 48% in 2018;
- 81% reported two or more health concerns as opposed to 58% in 2018;
- Mental health and substance use were the number one reasons for housing loss;
- And no respondents reported sources of income outside of Ministry supports.

Point in Time counts provide a very modest estimate of homelessness in a community, with acknowledged limitations around the duration of the study and coverage of the community. Outside of the Alberni Valley, homelessness is often much harder to capture as rural and remote homelessness manifests as overcrowding, couch surfing, and living in the bush or other unsuitable dwellings. Regardless of measurement challenges, the cost of housing insecurity to communities and the country is staggering. An abundance of affordable housing research points to impacts on both individuals and communities facing housing inequities. These mirror the experience of many communities in Alberni Clayoquot.

Individual

- Health impacts including asthma, low weight in children, and incidents of depression
- Lack of access or delayed access to care, leading to general poor health and increased severity of health issues
- Increased experience of stress which leads to poor health and has impacts on child development

Community

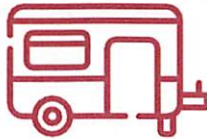
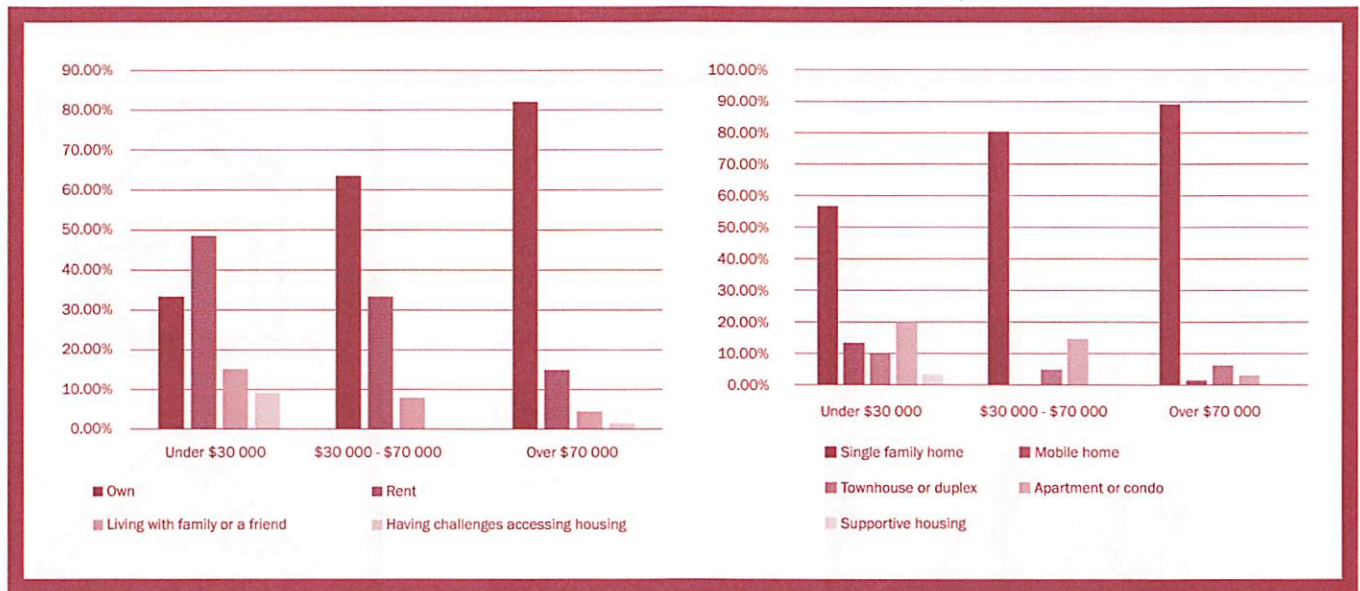
- Increased health care costs and acute patient care
- Decreased economic activity
- Shortage of workers and relocation of young families for affordability¹⁷

When income is compared, the contrast between higher income earners (\$70 000+) and those earning under the living wage for the region highlighted housing challenges. As income decreased, individuals reported increased barriers and challenges in accessing adequate housing, with lower income people experiencing more housing instability. Those in the lowest income bracket saw a statistically relevant increase in experiences of homelessness and inability to find rental housing while middle income earners reported slightly higher challenges with mortgages or ability to purchase a home. All income brackets saw challenges with rental prices and market housing stock.

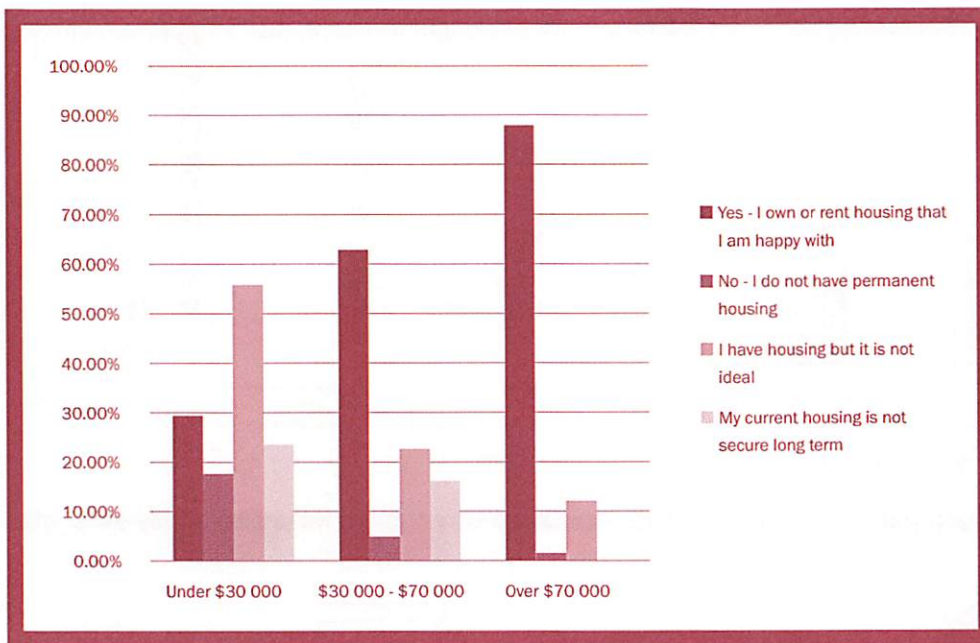
Housing was the second-largest barrier to people with lived experience who were interviewed for the Action Plan. In total, 33% of respondents included housing as one of the top three challenges, with an overwhelming majority speaking to the regular decision of paying bills, paying rent, or buying food. The experience of stigma in accessing housing due to race, mental health, substance use or low income was another common experience that arose regularly. Results from the 2019 Provincial Poverty Reduction Community consultation saw similar reports. Housing was the most frequent need for individuals with lived experience. Out of the 2000+ responses to the provincial consultation, 20% mentioned housing as the primary barrier to prosperity, again citing tough decisions related to cost of living as well as stigma in accessing housing.

LIVING ARRANGEMENT

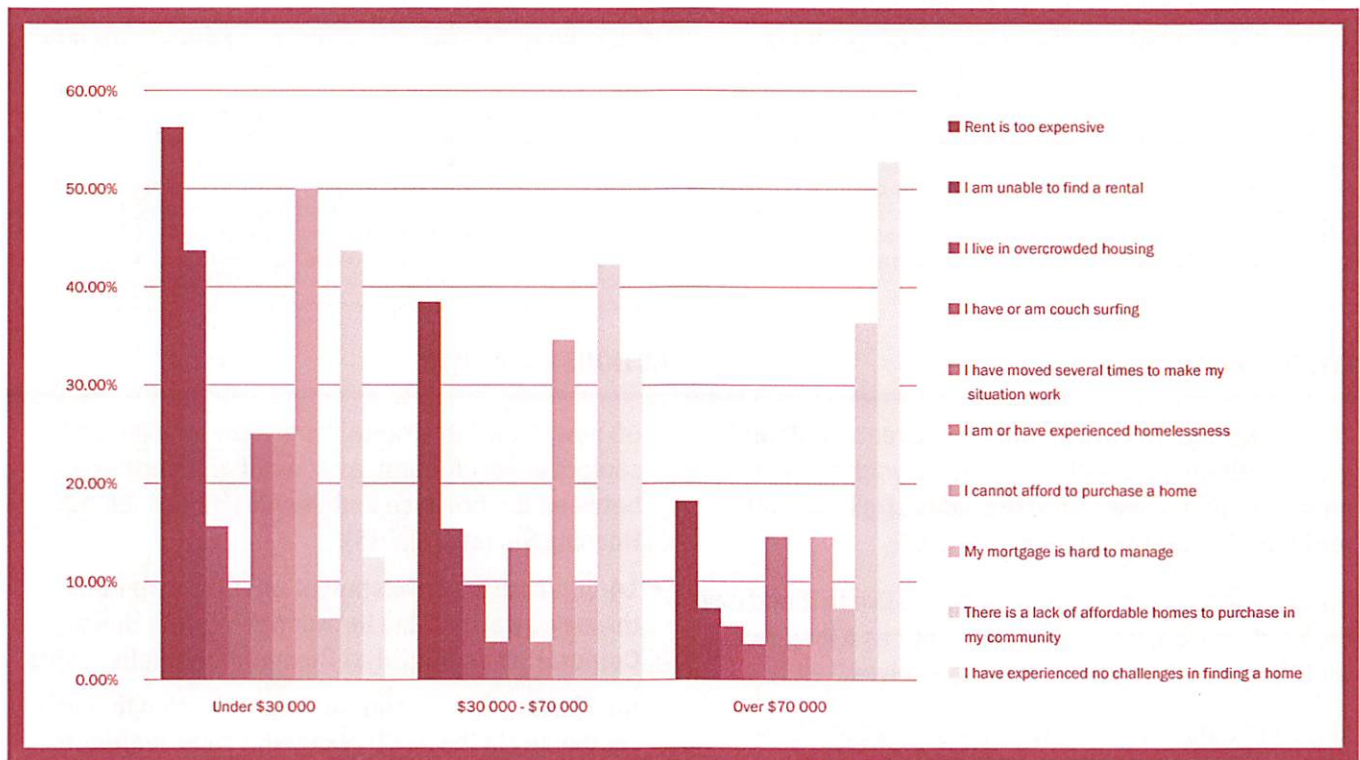
HOUSING STYLE



HOUSING SATISFACTION



HOUSING CHALLENGES



RECOMMENDATIONS

There is an immediate need for provincial and federal government interventions and the creation of housing strategies that can generate and secure housing stock across the country. The housing crisis has been building for over a decade and is worsening without intervention. Municipalities have a specific role to play in creating and securing housing for all in their communities.

While it is challenging for local governments in small communities to balance the numerous operational duties assigned to them, those within the ACRD are taking progressive first steps to ensuring solutions in response to the social needs in each community. With the assistance of UBCM funding, every municipality and electoral area in the Alberni Clayoquot will have a completed housing needs assessment to assist in planning. These assessments assist in applications for provincial funding and in projects to increase community housing stock. While each Housing Needs Assessment will have different needs and strategies for ACRD communities, the following recommendations are consistent with feedback from across the region and preliminary data from housing needs assessments:

- Joint regional advocacy to Provincial and Federal governments for the creation of a national housing strategy as well as policy and resources which will benefit communities.
- Increase diversity of housing in planning, OCP and zoning, and where possible reduce barriers to housing projects which meet needs identified in Housing Needs Assessments.
- If not already in place, creation of a housing authority to champion implementation of Housing Needs Assessments. Consider creation of regional or sub-regional authorities to increase ability to access funds and meet community needs.
- Consider and address the impact of tourism and short-term rentals and utilize municipal tools and resources to ensure balance between needs of homeowners and availability of rental stock.
- Consider the implementation of a regional or sub-regional housing first model to support individuals in the most need of housing support. At minimum, work collaboratively with local organizations to increase diversity in support and advocate for increased support from higher levels of government to meet the current need. Recognize that a diversity of housing and program types are required to address housing insecurity and homelessness.

LIVED EXPERIENCES

"I am fortunate to have an affordable rental unit and great landlords. Even with my 'decent waged job' if I needed to find a new rental the same size I currently rent I would never be able to afford it."

"We own a house, but cannot afford to live in it and pay the mortgage payments. We rent it out as a long-term rental, and rent a small suite for ourselves."

"I am not able to plan for future expenses as 100% of my income goes to current living expenses."

ACTIONS UNDERWAY

- **50 new, affordable rental homes for families and seniors in Port Alberni, as a result of a partnership between the Province and the Alberni Low Energy Housing Society (ALEHS)**
- **14-unit housing development at 700 Sharp Road through a partnership between the Tofino Housing Corporation and Catalyst Community Developments.**
- **Housing needs assessments in preparation for each community in the ACRD along with opportunities for implementation and support for community members.**

INCOME

As illustrated earlier, communities in Alberni Clayoquot are greatly impacted by lower-than-average wages and high cost of living. Addressing economic disparities in communities includes much more than economic development. It requires government policy, economic diversity, the building up of protective factors in each community, and the reduction or elimination of barriers to access. A recent UBC study of a Guaranteed Basic Income in British Columbia has brought together a wealth of research and recommendations about how to build an equitable approach to income assistance programs in BC. These recommendations are crucial to ending the cycle of poverty perpetuated by the social assistance model currently in place. To address the issue of increasing cost of living and stagnant wages, community engagement participants recommended that in addition to affordable housing, protective factors in the form of childcare, education, access to basic needs and food were a priority to increase income equity for youth, young families, and those with lower incomes. Thus, these community engagement findings and recommendations will be included as economic protective factors and crucial components to develop prosperity in our communities.

Not surprisingly, respondents in the higher income bracket reported a statistically significant experience with income satisfaction and the least adversity with income and stability. Living pay cheque to pay cheque was an experience reported in all income brackets with the highest percentage between \$30000 and \$70000. Unemployment and the utilization of social assistance and disability assistance were experienced most frequently by those in the lowest income demographics. While COVID impacted income stability across demographics, it is worth noting that most individuals experiencing challenges have been for 3 or more years. Respondents earning less than \$70000 that expanded on their responses noted challenges in saving, staying on top of living expenses, an inability to save for the future, lack of housing or childcare and an overall instability due to combinations of the above factors and/or contract work.

When asked about interventions which would assist respondents in creating more stability and prosperity in their lives, notable trends emerged:

- Access to affordable housing and childcare were the most noted protective factors mentioned, followed by access to education and transportation to access education, employment, and basic needs.
- Increasing the minimum wage, adopting a living wage and guaranteed basic income were mentioned throughout comments.
- Increasing the diversification of industries. For the Alberni Valley, this included comments about diversification from resource-based industry and for west coast communities, diversification from tourism was a priority.

Experiences of people in poverty engaged through the Action Plan as well as the Provincial Consultation mirrored many of these comments - 17% of respondents mentioned income and social assistance as a primary barrier to their prosperity and the experience of being working poor was noted frequently.

- Social assistance and disability system inequities: the low support rates and shelter rates starting at \$375/month are contributing to the cycle of poverty and inequity.
- Assistance is required to withstand cost-of-living increases for housing, food, hydro.
- Assistance for people living pay cheque to pay cheque to ensure housing stability and ability to meet basic needs



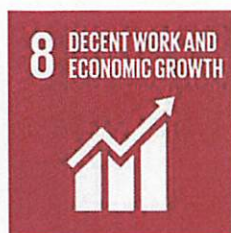
GOAL 1. END POVERTY IN ALL ITS FORMS EVERYWHERE

1.2 By 2030, reduce at least by half the proportion of men, women and children of all ages living in poverty in all its dimensions according to national definitions.

1.3 Implement nationally appropriate social protection systems and measures for all, including floors, and by 2030 achieve substantial coverage of the poor and the vulnerable.

1.4 By 2030, ensure that all men and women, in particular the poor and the vulnerable, have equal rights to economic resources, as well as access to basic services, ownership and control over land and other forms of property, inheritance, natural resources, appropriate new technology and financial services, including microfinance.

1.5 By 2030, build the resilience of the poor and those in vulnerable situations and reduce their exposure and vulnerability to climate-related extreme events and other economic, social and environmental shocks and disasters.



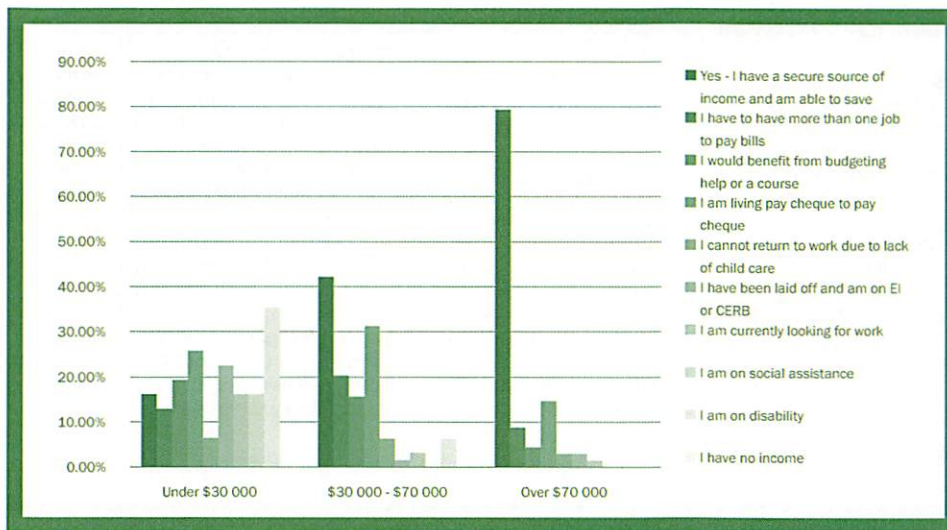
GOAL 8. PROMOTE SUSTAINED, INCLUSIVE AND SUSTAINABLE ECONOMIC GROWTH, FULL AND PRODUCTIVE EMPLOYMENT AND DECENT WORK FOR ALL

8.2 Achieve higher levels of economic productivity through diversification, technological upgrading and innovation, including through a focus on high value added and labour-intensive sectors

8.5 By 2030, achieve full and productive employment and decent work for all women and men, including for young people and persons with disabilities, and equal pay for work of equal value

8.9 By 2030, implement policies to promote sustainable tourism that creates jobs and promotes local culture and products

ACCESS TO AN ADEQUATE SOURCE OF INCOME



LIVED EXPERIENCES

"I have several businesses, work hard, and budget very tightly in order to remain in the black. we are only able to live here because we bought a house 19 years ago."

"My income has never been enough to cover all my living expenses with enough leftover over for saving."

"I have an income, but lack of child care prevents my partner from getting steady income."

"being laid off caused grief in my final earning years. It's difficult to get a decent position when 55 and over."

RECOMMENDATIONS

Recommendations to increase income stability in the Alberni Clayoquot communities involve a significant amount of advocacy and intervention from provincial and federal governments and the systems of support which they administer. With a lower-than-average median income in the region and high cost of living in Alberni Clayoquot communities, this should be a priority. In addition to advocacy for systems change, there are tangible steps which can be taken at the local level to build up protective factors (housing, childcare, education, access and access to basic needs) mentioned throughout this report. Additional protective factors directly tied to income equity which can be promoted in ACRD communities include:

- Consult with the most vulnerable in community decisions and support them to be active participants in the creation of a more equitable system.
- Calculate and adopt a Living Wage for subregions, become a living wage employer, work with community partners to actively model and promote living wage employment.
- Encourage economic diversification, ensuring large employers have plans to hire locally and if relevant will provide staff accommodation and contribute amenities to communities.

- Implement local plans to increase protective factors such as housing, child care, and transportation.

To create a more just and equitable system of social support, which assists in building people up from poverty, the support system's response to cost-of-living increases and other economic hardships must evolve. The Covering All the Basics report on Guaranteed Basic Income, based on a wealth of economic review and research, details the ways in which the support system can be reformed to better deliver services to people in a financially viable and equitable manner. While the report did not suggest the implementation of a guaranteed basic income it did recognise the complexity and shortfalls of the current system and the unique challenges that individuals with income insecurities face. The report included 65 recommendations that were developed with the overarching goals that individuals should be treated with dignity, be empowered to work, and be active participants in the reform process. These recommendations are summarised by the following 11 themes. Local government and community organizations have a strong role to play in order to influence the implementation of recommended reforms and can become familiar with the research and full recommendations through the dedicated GBI Panel website.

GBI PANEL REPORT

- Reform Disability Assistance into basic income
- Reform Temporary Assistance to reduce "welfare well"
- Provide extended health-care benefits to all low-income individuals
- Provide housing support to all low-income renters
- Provide intensive work support to targeted groups
- Enhance support for low-income families with children
- Enhance support services for young adults
- Enhance financial and support services for people fleeing violence
- Improve precarious employment through labour regulation reform
- Improve the way benefit delivery platform's function
- Make engagement a permanent part of all policies¹⁸

CHILDCARE

Early childhood education is often deemed the great equalizer, providing children access to early years enrichment which has lasting positive impacts throughout the lifespan, including better education and health outcomes later in life no matter the family's economic status or situation. Additionally, child care that is accessible and affordable increases participation in the workforce, aiding both families and communities. The 2019 Collaborative Child Care Planning Across the Alberni Clayoquot Child Care Needs Assessment documents the challenges faced by families in the Alberni Clayoquot regarding access to affordable quality care. The report notes a distinct lack of child care spaces in the region (particularly infant/toddler and before and after school spaces), a lack of ability for child care programs to meet family needs, and industry challenges for early childhood education professionals. Impacts of these deficits in the child care system include increased family stress, loss of income or employment for one parent, high monthly cost for child care spaces, lack of quality spaces and challenges for child care centres in recruiting and retaining staff.

Results from community engagement for the Poverty Reduction Action plan saw a low response rate to questions about child care, as many respondents did not require child care services. Interestingly, in both the 2019 Child Care Needs Assessment and the Poverty Reduction community engagement all income groups were affected by lack of childcare, making this an important step for local communities to focus on to increase prosperity for young families and the local economy.



GOAL 4. ENSURE INCLUSIVE AND EQUITABLE QUALITY EDUCATION AND PROMOTE LIFELONG LEARNING OPPORTUNITIES FOR ALL

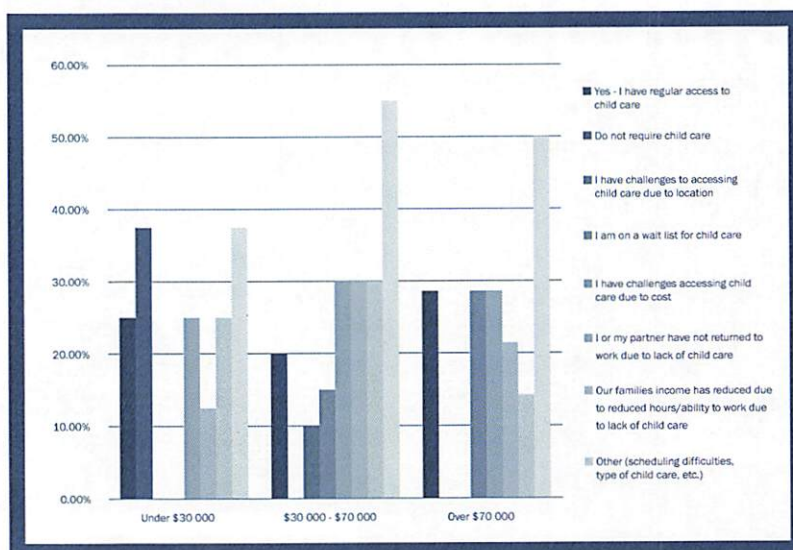
4.2 By 2030, ensure that all girls and boys have access to quality early childhood development, care and pre-primary education so that they are ready for primary education

RECOMMENDATIONS

Child care is an integral component of the protective factors that assist community members to participate in work, education and society. Child care supports the development of young children and has been demonstrated to greatly impact success later in life. Since the completion of the ACRD Child Care Needs Assessment in 2019, over 300 spaces have been confirmed for the Alberni Valley and more are planned for West Coast communities although many more are needed. To summarize the recommendations from the 2019 Child Care Action Plan, local governments and communities can take the following steps to increase resiliency for children and families:

- Aid in the creation of new child care spaces with a goal of at least one space for every two children. This can be accomplished through municipal, school district, or non-profit organization applications to the New Spaces Fund, and through support for at-home child care centres.
- Update or add policies that support child care, including through zoning, accessible business licensing, application assistance, and amenity requests.
- Advocate for the continuation and implementation of child care supporting funds and initiatives. The BC New Spaces Fund has been influential in the creation of much needed spaces in the Alberni Clayoquot but ongoing support is required. Local government and community organizations can assist in advocating for implementation of the \$10/Day plan which includes solutions to family access and affordability as well as Early Childhood Education industry improvements.
- Support partnerships for space creation and training which increase the availability of quality child care spaces and assist in developing the Early Childhood Education industry.

ACCESS TO CHILDCARE



LIVED EXPERIENCES

"We have JUST gotten our son into full time daycare after more than a year without and trying to work full time, with rotating shifts which increases cost of child care needs. Our children have to be in two separate day cares at opposite ends of town, so I spend a lot of time dropping off and picking up after work."

"Local job wages make affording child care impossible. It would be like working JUST to pay for child care. There would be no extra money for other bills."

"We work hard to offset childcare - It means I work nights and weekends so that we do not require child-care. If we did, we would have to move as we could not afford childcare in Tofino."

ACTIONS UNDERWAY

- Over 300 new child care spaces approved through the BC Childcare New Spaces funding in 2021 for the Alberni Valley.
- 24 new spaces being developed in conjunction with Ucluelet Secondary School seismic upgrades and more in planning for west coast communities.
- Agreement between the BC NDP and Federal government to bring \$10/day care to BC by 2026.

EDUCATION

While the public school system is open to all students in K-12, access to advanced education is an advantage not available to everyone. Just as early childhood education is a great predictor of health and wellbeing throughout the course of an individual's life, advanced education in any form greatly increases a person's ability to find and sustain employment, develop a career, and increases wellbeing and health outcomes. Unfortunately, costs associated with post secondary, trades, and other training can be prohibitive and, when combined with stresses associated with increased cost of living, advanced education is unattainable for many people.

When survey respondents were asked about access to training, those in higher income brackets unsurprisingly identified less barriers to accessing education, while those in lower income brackets identified higher barriers. Interestingly, time was a major factor for all respondents, who shared that taking time for additional training was a challenge due to work schedules, existing commitments, or an inability to work enough hours to meet living costs while in training. Similarly, respondents from the Provincial Poverty Reduction community engagement identified time, cost, and access to training as primary barriers. Additionally, many respondents identified the lack of training options available in their community, lack of computer and internet access, and lack of transportation as reasons why access to education was challenging.

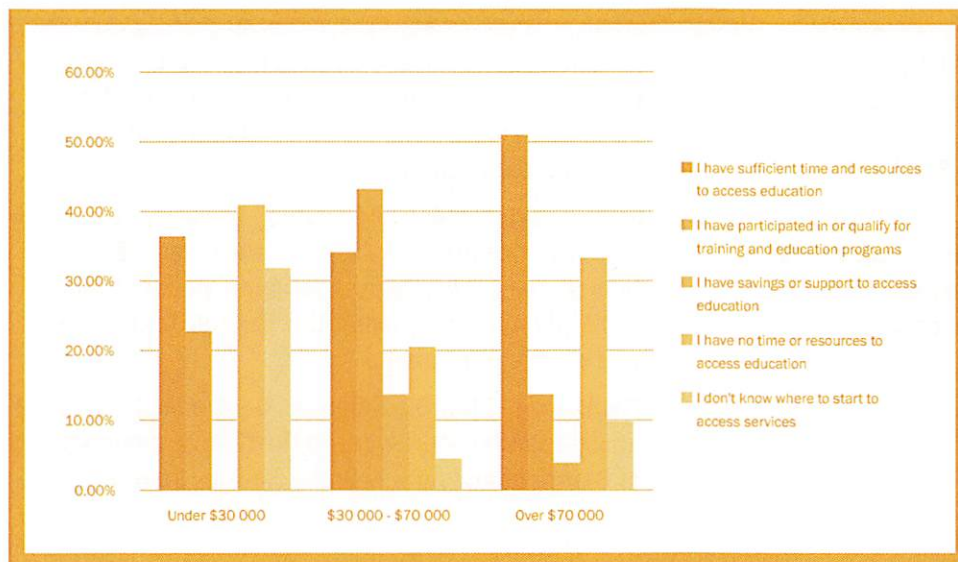


GOAL 4. ENSURE INCLUSIVE AND EQUITABLE QUALITY EDUCATION AND PROMOTE LIFELONG LEARNING OPPORTUNITIES FOR ALL

4.4 By 2030, substantially increase the number of youth and adults who have relevant skills, including technical and vocational skills, for employment, decent jobs and entrepreneurship

4.5 By 2030, eliminate gender disparities in education and ensure equal access to all levels of education and vocational training for the vulnerable, including persons with disabilities, indigenous peoples and children in vulnerable situations

ACCESS TO EDUCATION



RECOMMENDATIONS

While many interventions to ensure education is more accessible and achievable for community members rely on provincial and federal governments, there are opportunities for local communities to enhance access to educational opportunities.

- Advocate for and support provincial and federal interventions to decrease the financial burden of advanced education.
- Promote, support, and partner to increase access to technology for education and access to services to address inequities due to lack of computer and internet access.
- Engage educators and students in community transit planning to ensure transit systems meet the needs of learners throughout the lifespan.
- Engage in and support partnerships with local education, employment services, and business community to increase synergies around economic development, training, and industry gaps

LIVED EXPERIENCES

“Working full time and raising a family does not afford time or money for education opportunities.”

“The cost of education is too high and travel is required.”

“I am post graduate educated however the costs associated with education and the debt I continue to pay is overwhelming and creates a cascade of other financial challenges.”

ACTIONS UNDERWAY

- Alberni Valley Learning Council meets quarterly to merge community, industry and training needs with stakeholders from business, community leadership and community stakeholders
- Strong partnerships and training initiatives exist with local training providers such as North Island College to increase access to post secondary education in rural and remote communities through technology and on-site programs.
- The Bamfield Marine Sciences Centre hosts learning and research experiences in the remote communities of Bamfield and Anacla in the Barkley Sound.

BASIC NEEDS

Basic needs are defined as the products and services necessary to survive in the community considering climate, and necessities to maintain wellness. This includes products such as cleaning supplies, personal hygiene supplies, and services to maintain comfort in the home such as hydro. In the Provincial Poverty Reduction Consultation, 24% of respondents mentioned access to basic needs as a barrier to prosperity. Choosing between paying hydro or rent was a common experience, as was an inability to purchase personal hygiene items, particularly feminine hygiene products. Community engagement for the ACRD Poverty Reduction action plan saw fewer responses but showed similar trends regarding access to basic needs. Respondents in higher income brackets reported less challenges around access to basic needs but an overall acknowledgment of expense, while lower income bracket respondents reported increased experiences of barriers, noting that their monthly income is not enough to cover expenses and that they regularly choose between rent, food and, hydro and that overall products are too expensive.

11 SUSTAINABLE CITIES AND COMMUNITIES



GOAL 11. MAKE CITIES AND HUMAN SETTLEMENTS INCLUSIVE, SAFE, RESILIENT AND SUSTAINABLE

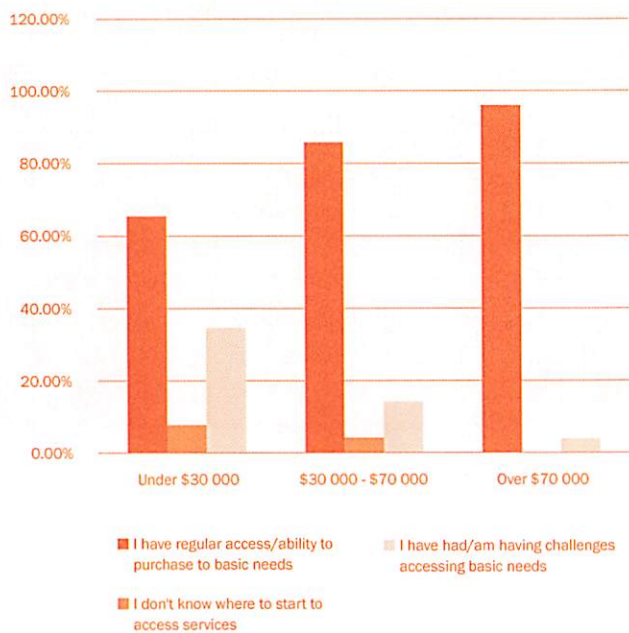
11.1 By 2030, ensure access for all to adequate, safe and affordable housing and basic services and upgrade slums

11.2 By 2030, provide access to safe, affordable, accessible and sustainable transport systems for all, improving road safety, notably by expanding public transport, with special attention to the needs of those in vulnerable situations, women, children, persons with disabilities and older persons

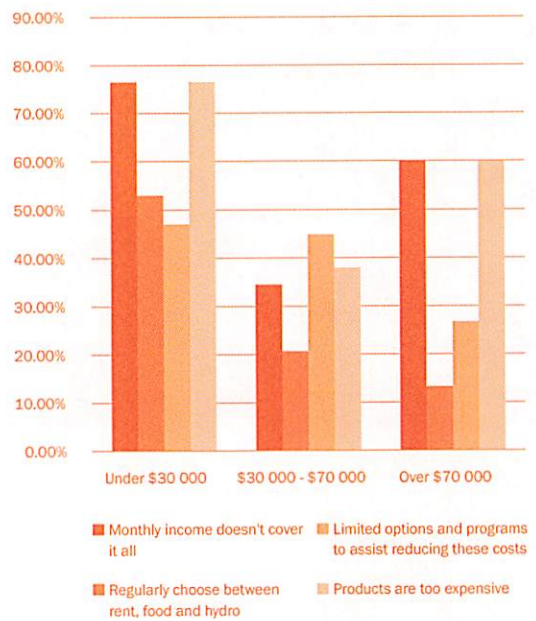
11.7 By 2030, provide universal access to safe, inclusive and accessible, green and public spaces, in particular for women and children, older persons and persons with disabilities

11.a Support positive economic, social and environmental links between urban, peri-urban and rural areas by strengthening national and regional development planning

ACCESS TO BASIC NEEDS



BARRIERS TO ACCESSING BASIC NEEDS



RECOMMENDATIONS

Affordability and cost of living increases are challenging problems for communities to tackle as increases to goods and services are tied to market demands, shipping, and manufacturing - all of which are outside the scope of local governments. To ensure individuals have and can maintain access to basic needs, communities can focus on interventions around housing (supporting a housing market in which the cost of home rental or ownership is 30% or less of an individual's monthly income), affordable childcare for families, and accessibility of services in community.

- Support interventions and solutions which ensure shelter, child care, and other large monthly expenses are affordable, so wages go further.
- Explore partnerships with local organizations and/or support initiatives which provide free or affordable products for cleaning and personal hygiene.
- Include transit users in community transit planning to ensure transit systems provide physical access to basic needs.

LIVED EXPERIENCES

"Sometimes there's not enough in the grocery budget for tampons or pads. We go through extra TP those weeks."

"Choosing between bills and food is sad."

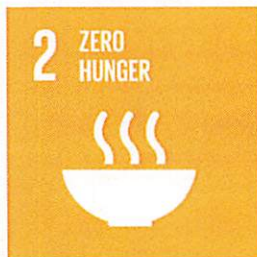
"I don't live where there is a good public transport system. I problems getting everything from groceries to going to work."

ACTIONS UNDERWAY

- Salvation Army, the Community Action Table, and other community partners distributed cleaning products to people in the Alberni Valley experiencing housing vulnerabilities during the height of the pandemic.
- Free menstrual products have been available in BC public schools since 2019, provincial statements suggest this program could be piloted for people outside of the school system experiencing challenges too.

ACCESS TO NUTRIOUS FOOD

Like other basic needs, the cost of food is often dictated by forces outside of the local community. Despite this, there are many ways to increase spending ability and access to affordable, nutritious food. A common sentiment expressed during the Provincial Poverty Reduction community engagement was about the need to choose between rent, hydro, and food; participants also discussed the challenges of accessing and transporting healthy food as well as the stigma associated with food programs, which was reiterated in the community engagement for this plan. Survey results show a significant trend in the ability to afford food: respondents earning under \$70000 reported experiencing some barriers, those under \$30000 reported significant barriers, and individuals earning over \$70000 reported seeing very few barriers to access but an overall acknowledgement that the cost of healthy food is high.



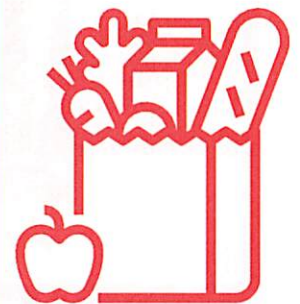
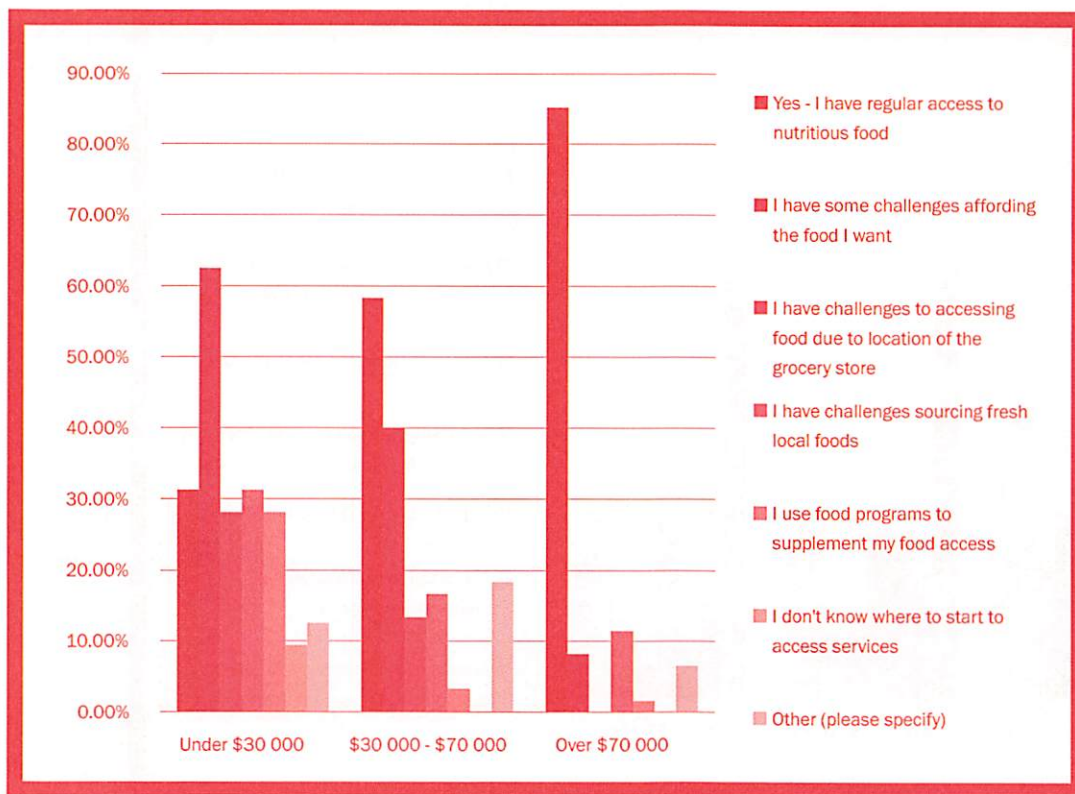
GOAL 2. END HUNGER, ACHIEVE FOOD SECURITY AND IMPROVED NUTRITION AND PROMOTE SUSTAINABLE AGRICULTURE

2.1 By 2030, end hunger and ensure access by all people, in particular the poor and people in vulnerable situations, including infants, to safe, nutritious and sufficient food all year round

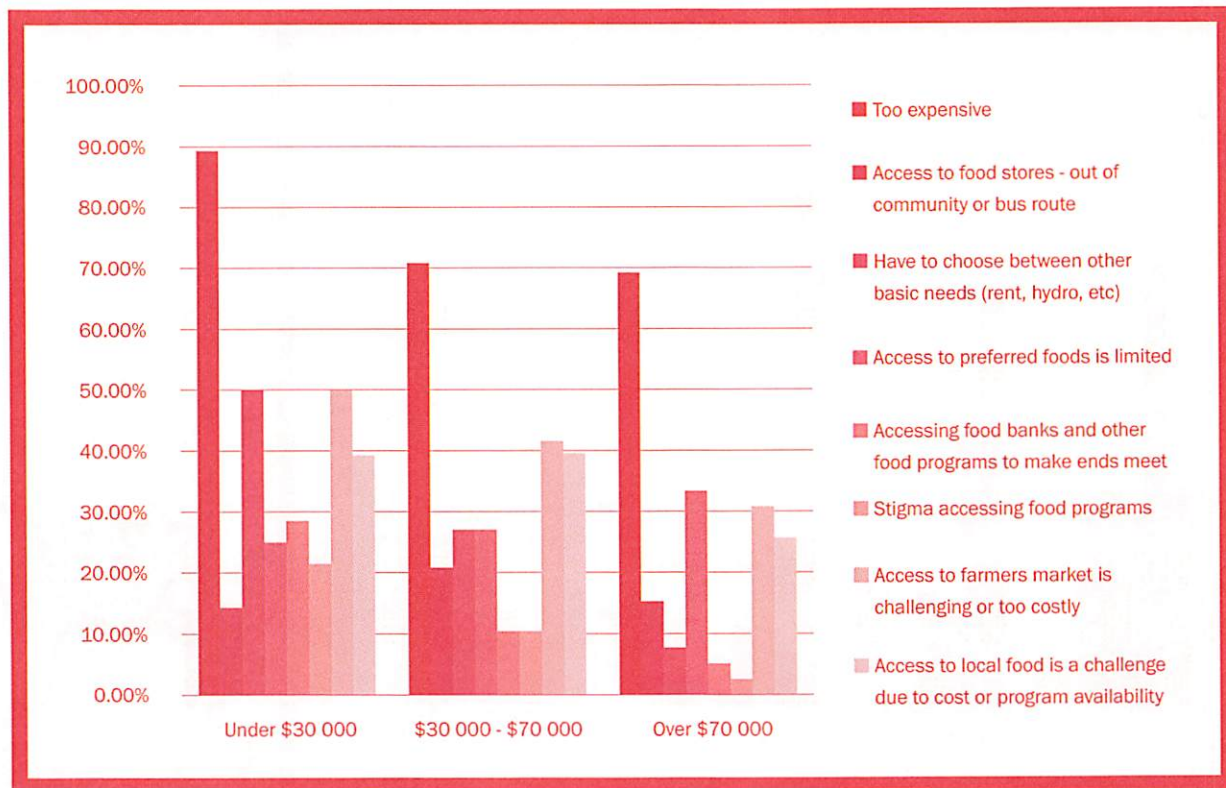
2.4 By 2030, ensure sustainable food production systems and implement resilient agricultural practices that increase productivity and production, that help maintain ecosystems, which strengthen capacity for adaptation to climate change, extreme weather, drought, flooding and other disasters and that progressively improve land and soil quality

2.c Adopt measures to ensure the proper functioning of food commodity markets and their derivatives and facilitate timely access to market information, including on food reserves, to help limit extreme food price volatility

ACCESS TO NUTRITIOUS FOOD



BARRIERS TO ACCESSING NUTRITIOUS FOOD



RECOMMENDATIONS

Access to food is a basic human right recognised by the United Nations and many international charters. In the Alberni Clayoquot there are many communities without access to grocery stores and healthy, affordable food. Transportation networks could be utilized as mechanisms to meet income equity and food distribution goals for the region.

- Support interventions and solutions that ensure shelter, childcare and other large monthly expenses are affordable, so wages go further.

- Explore partnerships, and support and promote initiatives that increase access to healthy foods including hub models, food redistribution, community kitchens, meal preparation services, and food education programs that decrease stigma for food program access.
- Support planning that facilitates increased access to basic needs and food services, prioritizing rural and remote communities. This includes accessible transit programs, food distribution programs, and educational programming within a community.
- Include community members who's access to food is limited, in community transit planning to ensure transit systems support food access.

LIVED EXPERIENCES

“Living in a small community, food is very expensive with limited access. I drive to a larger town every month to stock up.”

“Gaining access to nutritional food is a big challenge on a low budget. Not eating healthy food affects everything else (illness from poor diet, pain from inflammation) and prices are only increasing.”

“Use of the Food Bank and Community Kitchens is a necessity, regularly eating food that is past expiry dates.”

“For people with diabetes or other health conditions requiring a special diet, a stipend is too small to get type of food you need (25\$) per month. It is renewed annually, and you also have to ask.”

ACTIONS UNDERWAY

- **Salvation Army and the Bread of Life in the Alberni Valley consolidated to provide more effective programming to residents in 2019. In 2020, they responded to provide food distribution to Alberni Valley residents.**
- **The 2018 Coastal Agricultural Plan focuses on aquaculture and terrestrial opportunities in the coastal communities to increase food production opportunities in the coastal communities.**
- **The Port Alberni Port Authority opened The Dock+ at the Fishermen's Harbour in 2021. It offers start-ups and small businesses a space for growth, development, and collaboration in a shared 17,000 sq ft. space with a commercial kitchen.**

ACCESS TO HEALTH SERVICES

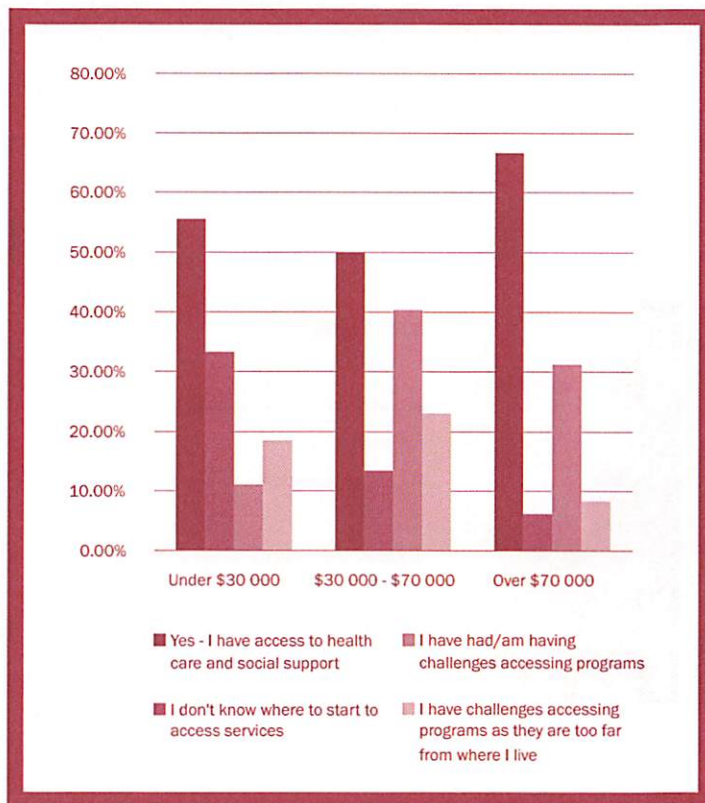
The impacts of poverty and systemic inequity are highly correlated with increased costs to the health care system. Research shows that experiences of inequity have impacts throughout the lifespan. Most notably, impacts can be seen in individuals who faced poverty as young children and did not have access to protective supports such as quality early childhood education, leading to high costs to health care and other social systems later in life.¹⁹ Preventative programming and protective societal factors are integral components of the health system. Increased funding to protective supports is a large upfront investment that has been proven to decrease the need, severity, and expense of more acute health care concerns. To decrease the costs of healthcare, protective factors and “upstream” or preventative programming that is universally available is our most sustainable long-term option.

Community engagement participants reported that experiences in accessing health and social supports, including those for mental health and addictions, was related to income demographics as well as the geography in which they lived. Many rural communities in Alberni Clayoquot have limited services, with most First Nation communities and remote communities having a Nurse Practitioner or visiting GP as the highest level of care available. Further, many specialized services are not available anywhere within Alberni Clayoquot, requiring residents to travel outside of the region for care. Respondents reported challenges accessing out of town supports to manage pain or give birth, as well as challenges paying for medications, with some noting that they were unable to access treatment that they needed to maintain a chronic condition.

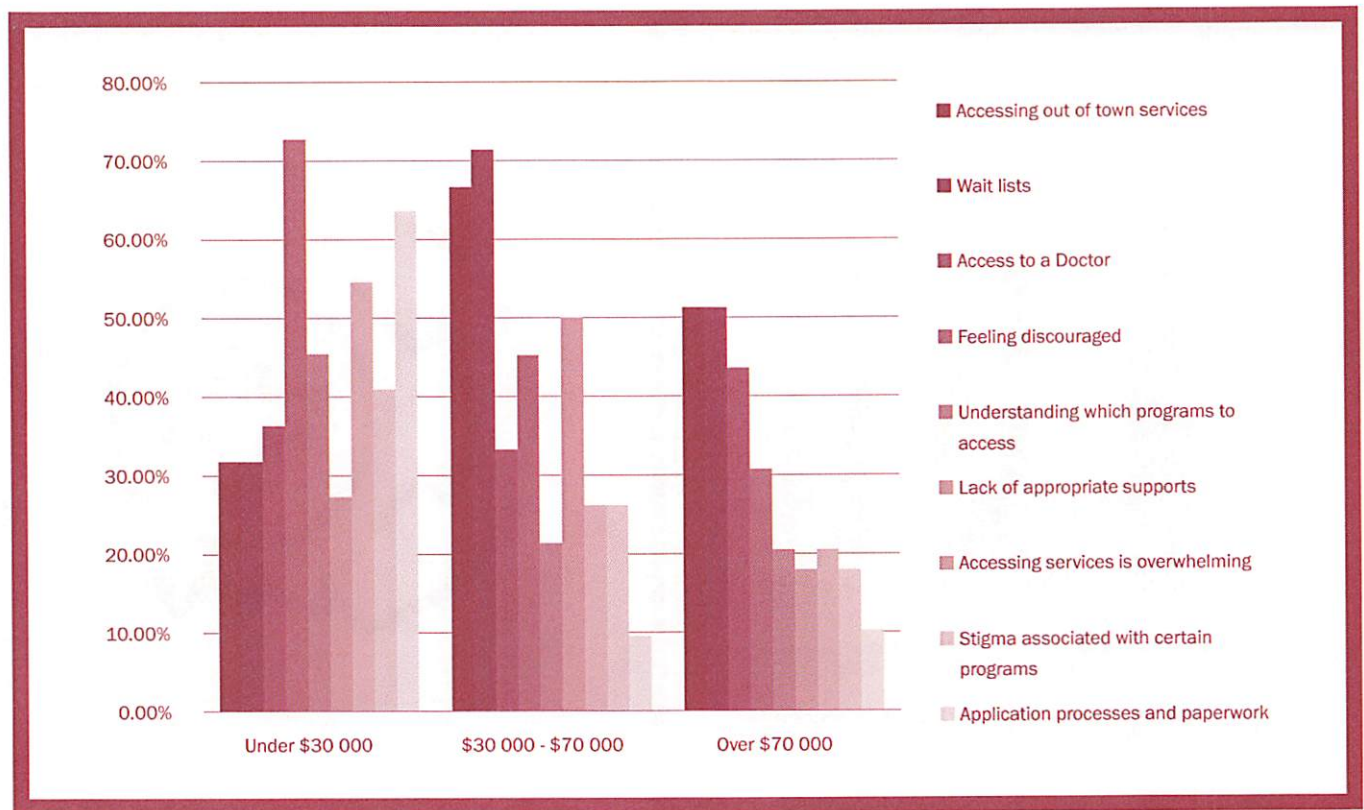
All income levels experienced challenges in accessing services, although reasons for challenges differed depending on income bracket. Those in the lowest income bracket reported the highest incidence of uncertainty around where to

start to access services, stigma in accessing services, and feeling overwhelmed or challenged with processes and paperwork. Middle income earners reported the highest challenges accessing out of town services, waitlists and finding services appropriate to their needs. Those in the higher income bracket reported the highest satisfaction with services available but also noted challenges in finding doctors, being waitlisted, and accessing out of town services. Interviews with people with lived experience and results from the Provincial Consultation community engagement showed similar trends: respondents reported high levels of challenge accessing services due to paperwork, confusion regarding which services are available, and high levels of stigma when accessing services due to economic situation race.

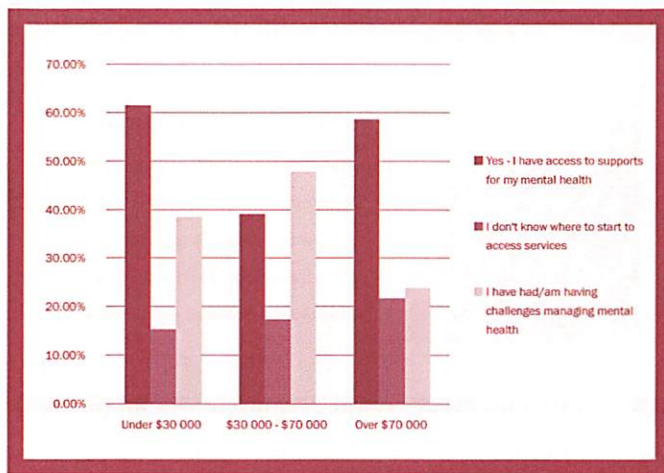
ACCESS TO HEALTH AND SOCIAL PROGRAMS



BARRIERS TO ACCESSING HEALTH AND SOCIAL PROGRAMS



ACCESS TO MENTAL HEALTH SUPPORT



The COVID pandemic has brought mental health services to the forefront. Many people have required increased support during this time, which has demonstrated that our system requires significant changes to meet the current need. Although increases to mental health care capacity are needed to accommodate for the impacts of isolation and stress experienced during the pandemic, it is important to note that 42% of survey respondents indicated that they have been challenged in accessing mental health support for over 5 years. Mental health needs and challenges were identified at similar rates between income levels although middle income earners reported more challenges overall. Most respondents reported challenges with waitlists, understanding and accessing programs, lack of supports and overwhelm, or stigma in accessing supports. Interview respondents and responses from the Provincial Consultation community engagement shared high levels of overwhelm and significant reports of lack of appropriate services, stigma, and judgement in accessing services. The acute need to support individual's mental health is evident and well illustrated by the increasing challenge of our country's ongoing opioid overdose public health crisis, which began in 2010 – 2013 and continues to worsen. Trauma and unaddressed mental health concerns are one of the driving factors of drug usage and dependence. Immediate action is required to decrease impacts of adverse mental health experiences, increase resilience of communities, and tackle ongoing challenges related to mental health and addictions.



GOAL 3. ENSURE HEALTHY LIVES AND PROMOTE WELL-BEING FOR ALL AT ALL AGES

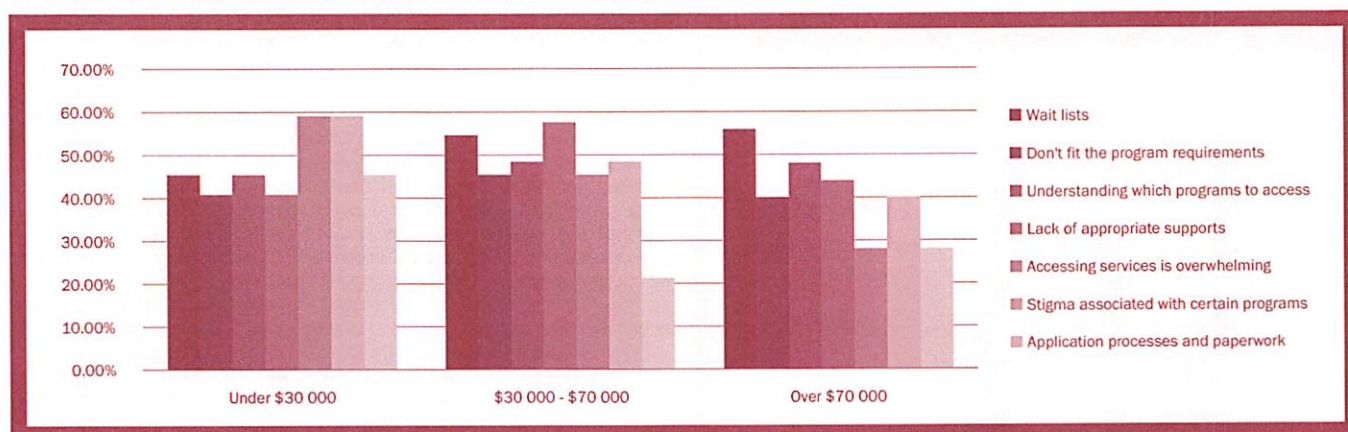
3.4 By 2030, reduce by one third premature mortality from non-communicable diseases through prevention and treatment and promote mental health and well-being

3.5 Strengthen the prevention and treatment of substance abuse, including narcotic drug abuse and harmful use of alcohol

3.7 By 2030, ensure universal access to sexual and reproductive health-care services, including for family planning, information and education, and the integration of reproductive health into national strategies and programmes

3.8 Achieve universal health coverage, including financial risk protection, access to quality essential health-care services and access to safe, effective, quality and affordable essential medicines and vaccines for all

BARRIERS TO ACCESSING MENTAL HEALTH PROGRAMMING



RECOMMENDATIONS

Ability to access services is often tied to an individual's ability to advocate for themselves. Those that face stigma due to mental health, addictions, income or race are often disenfranchised and unable to access services they require. Additionally, due to the complexity of the health, social, mental health, and addictions system, many individuals experience frustration and barriers to access services because of cost, location, and time required to access services. While health care is primarily a responsibility of the provincial and federal governments, there are many actions that can be taken by local governments to decrease barriers to health, including:

- Support interventions and solutions that ensure protective factors including shelter, basic needs, and income are accessible.
- Advocate for and support training and interventions in health, social services, and mental health care that address stigma for individuals experiencing mental health and addictions, or stigma associated with race, gender, or income.
- Advocate for or engage service users in planning community health, social, mental health and addictions programs.
- Include service users in community transit planning to ensure transit systems provide access.
- Work with local partners including the Divisions of Family Practice and Community Action Tables to advocate for patient centered care and harm reduction including but not limited to:
 - » Advocate for and support the funding and creation of preventative services which increase resiliency and decrease acute care needs.
 - » Advocate for and support navigational programs that assist people to access health, social, and mental health supports with ease and dignity. Supports include general advocacy, forms and referral assistance, knowledge of supports available, and connection to appropriate supports.
 - » Advocate for and support the increase in availability of specialized services through telehealth and ensure increased access to telehealth sites.
 - » Support the development of localized services and supports required for a healthy population, including but not limited to preventative programs, detox and rehab supports, therapy, psychiatry, and other services.
- Advocate and support funding mechanisms that enhance individual's access to treatment and care such as fair PharmaCare, transportation assistance, and access to out-of-town services.

LIVED EXPERIENCES

“Once I had to phone 9 different places for addiction and suicide assistance; passing the buck seems to be normal; ‘phone another place’ is what I was told eight different times!”

“Its all over whelming and I find if you dont know what to ask or you dont know where to go you just get the run around. by that time the stigma has set in and you just give up.”

“There are not enough resources. Time is crucial. In a crisis, patients can’t wait 2 weeks for an appointment.”

‘We currently have a 6 month wait for my child to see someone. Mental health is part of overall health. The fact that it is separate from our medical system & not funded by MSP is a tragic joke.’

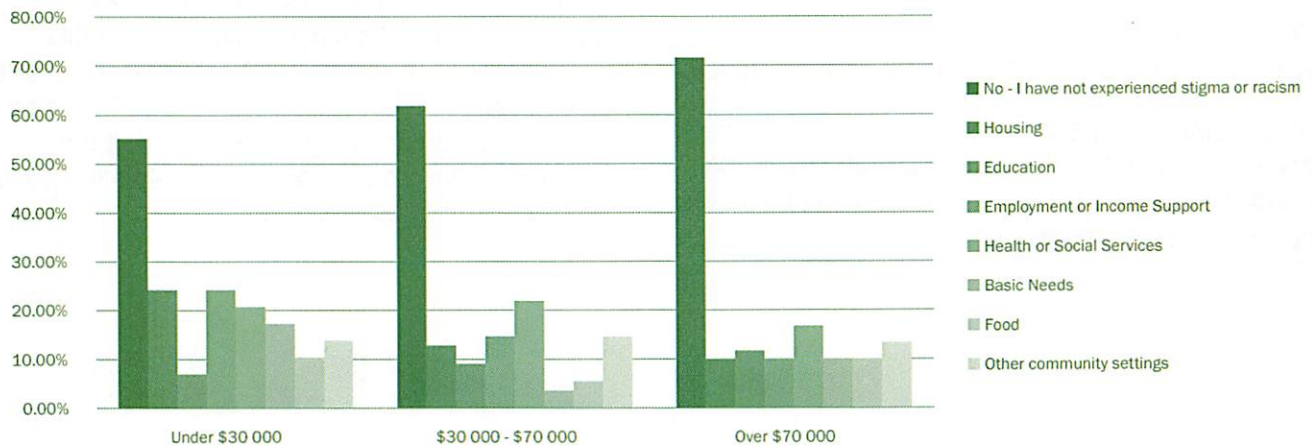
ACTIONS UNDERWAY

- The Long Beach Chapter of the Rural and Remote Divisions of Family Practice has been successful in advocating for and receiving funding for sobering and assessment beds in Tofino and Ucluelet. They continue to work towards increased support which meets the needs in coastal communities of the Alberni Clayoquot with other health partners through an integrated primary care model.
- The Port Alberni Community Action Team works toward harm reduction, education, and stigma reduction around the opioid overdose crisis. They have piloted powerful peer support teams that have developed into independent programs providing support to individuals who are at higher risk of opioid overdose and toxic drug supply impacts.

BUILDING AN EQUITABLE SYSTEM

Building prosperity is building equity. The most common themes throughout the community engagement, reflected in this report, have been access, involvement, and dignity. An equitable system is one that affords the same opportunities to all people participating. Building an equitable system requires shifts to the way we make decisions, engage community, and provide support, ensuring that equal opportunities are granted to individuals no matter what race, gender, or economic status they are born into. Many of our current systems position those in most need as recipients rather than participants in the healing process and thus fail to engage these individuals in decisions and fail to accommodate for basic needs.

EXPERIENCE OF RACISM AND STIGMA



Stigma was the predominant theme in interviews with people with lived experience in the poverty reduction community engagement. All respondents noted stigma in accessing services, housing, and other basic needs due to race, ability, age, mental health or addictions. This trend was also observed in the Provincial

Consultation results. Survey respondents that reported experiencing stigma or racism validated these accounts, with stigma and racism being reported in the highest percentages when accessing health and social services, attaining housing, employment, or income support.



GOAL 10. REDUCE INEQUALITY WITHIN AND AMONG COUNTRIES

- 10.1** By 2030, progressively achieve and sustain income growth of the bottom 40 per cent of the population at a rate higher than the national average
- 10.2** By 2030, empower and promote the social, economic and political inclusion of all, irrespective of age, sex, disability, race, ethnicity, origin, religion or economic or other status
- 10.3** Ensure equal opportunity and reduce inequalities of outcome, including by eliminating discriminatory laws, policies and practices and promoting appropriate legislation, policies and action in this regard
- 10.4** Adopt policies, especially fiscal, wage and social protection policies, and progressively achieve greater equality



GOAL 11. MAKE CITIES AND HUMAN SETTLEMENTS INCLUSIVE, SAFE, RESILIENT AND SUSTAINABLE

GOAL 16. PROMOTE PEACEFUL AND INCLUSIVE SOCIETIES FOR SUSTAINABLE DEVELOPMENT, PROVIDE ACCESS TO JUSTICE FOR ALL AND BUILD EFFECTIVE, ACCOUNTABLE AND INCLUSIVE INSTITUTIONS AT ALL LEVELS



- 16.6** Develop effective, accountable and transparent institutions at all levels
- 16.7** Ensure responsive, inclusive, participatory and representative decision-making at all levels
- 16.b** Promote and enforce non-discriminatory laws and policies for sustainable development

Recommendations

This Action Plan has been built around the four dimensions of equity: procedural equity (inclusion), distributional equity (access), structural equity, and transgenerational equity. To build prosperity in our communities we must begin to shift our systems and planning to encompass a more equitable lens that includes the people most affected by decisions, benefits those most disenfranchised by the status quo, ensures no one segment of society carries an undue burden due to actions or failure to act, and finally, consider future generations.

- Adopt an equity framework in community and organizational decision making.
- Familiarize staff, leadership and community members with the Truth and Reconciliation Calls to Action and United Nations Declaration of Indigenous People, work alongside community stakeholders to move from discussion to collaborative action.

- Encourage and implement diversity and anti-racism training and ongoing professional development. Local communities can lead by example.
- Incorporate service user engagement into decision making processes, minimizing tokenism, and maximizing responsiveness to feedback.
- Work in partnership with local organizations to advocate for and ensure dignity for all residents of the Alberni Clayoquot regardless of identity.

Create a regional Poverty Reduction table to promote education and stigma reduction, advocate for actions outlined in the Action Plan, move forward and/or track actions taken and evaluate progress

LIVED EXPERIENCES

“There is a lack of understanding about the homeless community and due to that misunderstanding people tend to stereotype the homeless and group them all as the same type of people.”

“People think because I am FN that I drink and party all the time. Hard to find housing because of racism. Even though I have a full time job.”

“No escape, no holiday from poverty, no special outings, holidays or movies, no extras.”

ACTIONS UNDERWAY

- Truth and Reconciliation Calls to Action and the United Nations Declaration on the Rights of Indigenous People are more widely known and have assisted to increase education around the impacts of colonialization and the realities of residential schools.
- Indigenous, anti-racism and diversity education are becoming common place in many large institutions.
- Acknowledgement of systemic harms faced by indigenous people and subsequent renaming of community structures.

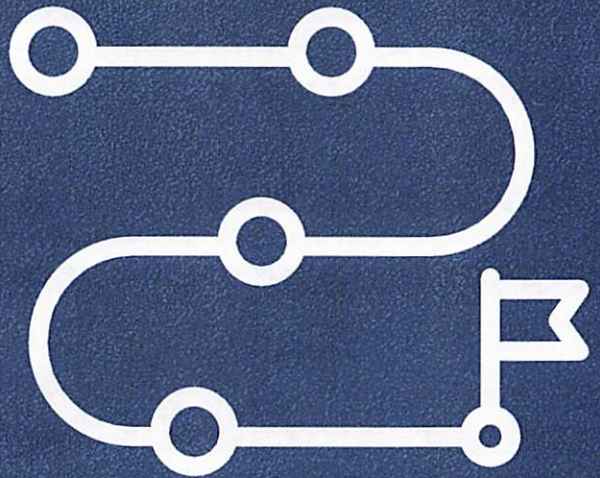
CONCLUSION

The cost of inaction is greater than the cost of action.

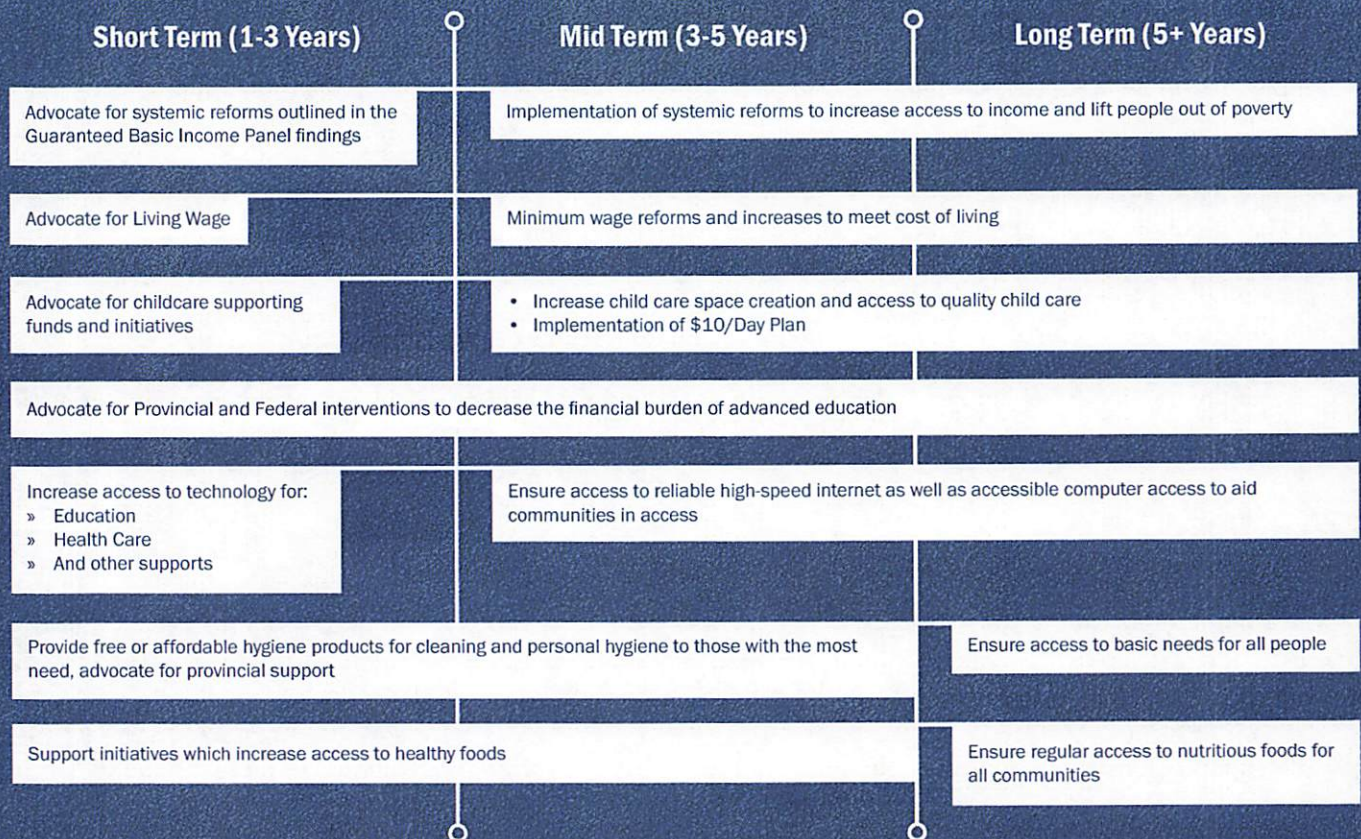
Our communities currently face a multitude of public health crises, most of which have been building momentum over the past decade. The cost to maintain status quo has always been a future expense, largely downloaded on to health care, justice and societal systems. After 10 years or more, these costs continue to grow significantly greater than the cost to intervene. The COVID 19 pandemic illuminated the inequities of our system exposing the extreme vulnerabilities of those already impacted by housing shortages, income stagnation, lack of childcare, and lack of access to resources. The opioid overdose crisis, mental health, and health care access have worsened in this time, but when asked about how long survey respondents had experienced challenges, the most common answer was over 5 years across dimensions.

The COVID pandemic demonstrated that our system is capable of rapid change to address challenges. While ending poverty involves interventions to many systems, there are concise actions that can be applied in combination with an equity framework to implement systemic change impacting health, social systems, and individual dignity.

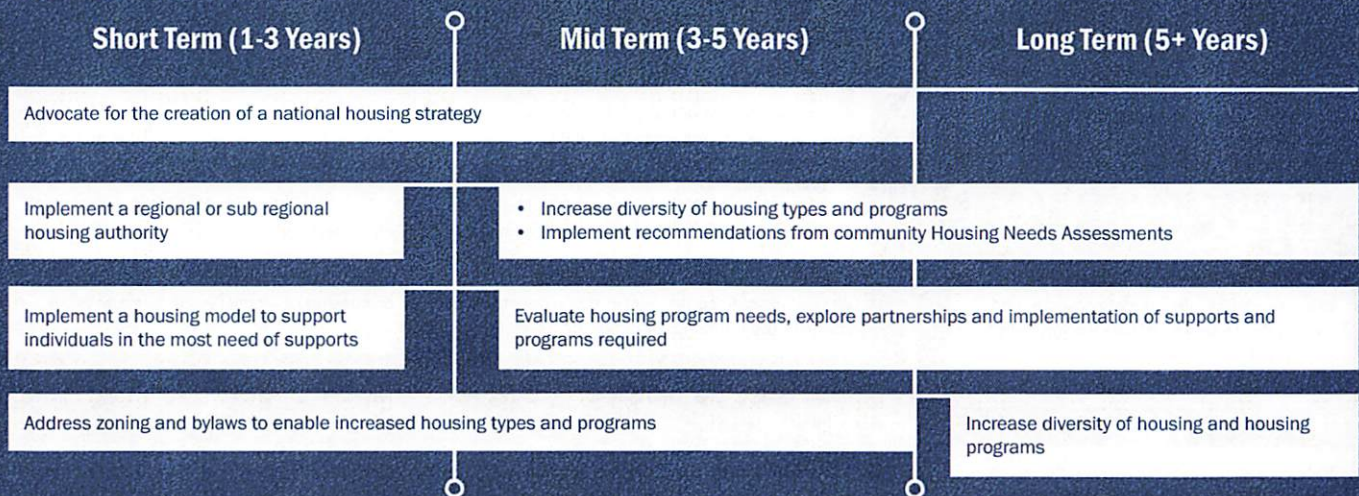
The following pages summarize a timeline of action on recommendations to build prosperity in the Alberni Clayoquot communities.



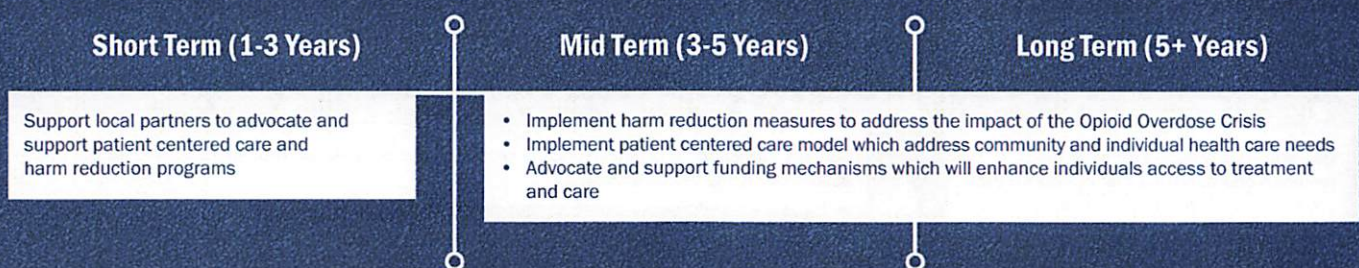
INCOME



HOUSING



HEALTH, MENTAL HEALTH AND ADDICTIONS



BUILDING EQUITY

Short Term (1-3 Years)

Adopt an equity lens for planning, engaging and prioritizing the needs of those most effected in decisions

Increase community education and action around the Truth and Reconciliation Calls to Action and United Nations Declaration of Indigenous People

Training and interventions in health, social and mental health supports which address stigma associated with mental health, race, gender or income

Ensure protective factors such as shelter, basic needs, and income are accessible

Regional Poverty Reduction Table which promotes education and stigma reduction, advocates for actions outline in the Action Plan

Mid Term (3-5 Years)

A human rights-based equity framework to impact:

- » Housing supports and affordability
- » Income supports
- » Community transit
- » Access to goods, services and resources
- » Community health, social, mental health and addictions programs

Work along side community stakeholders to move from discussion of reconciliation to meaningful action in the implementation of the 94 recommendations

Training and interventions in health, social and mental health supports which address stigma for individuals experiencing mental health and addictions, or stigma associated with race, gender or income

Increase access to basic needs and food services with a priority around those most in need including rural and remote communities

Conduct further action planning for dimensions outlined in the Action Plan, move forward and/or track actions taken and evaluate progress

Long Term (5+ Years)

Political and community buy in are powerful tools in advocacy and action associated with ending poverty, but community commitment and education are required in tandem. In order to see lasting change and attention the creation of a regional Poverty Reduction Table is advised. This table will be tasked with:

1. Providing education and resources for advocacy to local leadership
2. Education and stigma reduction
3. Developing and promoting an equity framework. Ensuring relationships between communities and with those with lived experience are developed and maintained in meaningful ways to provide an avenue for ongoing consultation and input from community to leadership.
4. Support existing and future tables in the implementation of actions associated with ending poverty including but not limited to:
 - » Housing
 - » Transportation
 - » Child care
 - » Health, mental health and addictions access and care
5. Where appropriate, develop more granular action plans to move forward actions associated with ending poverty

Through collaboration, advocacy, and the development of frameworks to privilege the voices most affected and at risk of poverty we can progress genuine change to address inequity in our systems. Change can be as simple as shifting attitudes or increasing understanding of the people impacted or as complex as adjusting social support systems in order to stop the cycle of poverty. No one organization has the mandate to move this forward alone, but everyone has a role to play.



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CITY OF PORT ALBERNI

2022-2026 Budget Questions & Responses

The following is an active document reflecting questions and responses in relation to the 2022-2026 Financial Plan. This is a living document and as such, will continue to be updated accordingly throughout the Financial Planning process. Citizens are encouraged to engage throughout the process by submitting comments/questions to council@portalberni.ca.

Date	Q or C	QUESTION/COMMENT	RESPONSE
Jan. 24 CoW			
	Q1	Are there dates proposed for the Connect the Quays Pathway funding? (announcement of grant funding result)	<i>The City has not been advised as to whether the City's application for funding has been awarded. Staff will keep Council informed as soon as information is received.</i>
	Q2	Will inflation be included in current rate?	<i>There is 3-4% anticipated for 2022 and reflected as higher in future years. Staff will continue to monitor and adjust to reflect increases if required or anticipated.</i>
	Q3	Were the COVID-19 funds used to assist Parks, Recreation and Heritage with revenue loss related to COVID-19 in 2021?	<i>Yes, funds from the COVID-19 Restart grant were allocated in 2020 and 2021. Some funds will also be assigned to support lower than anticipated revenue in 2022. All remaining funds have been allocated as directed by Council at its Regular meeting held February 28, 2022 following receipt of staff report.</i>
	Q4	Does the RCMP budget include funding for body cameras?	<i>This item is identified as a future cost but is not included in the current RCMP contract. In follow-up by the Director of Finance, it appears that funding for this roll-out would be included in the 2024-25 contract cost.</i>
	Q5	Request to review Emergency Reserve Fund [ERF] to accommodate increases.	<i>Staff will provide a report showing allocation of funds.</i>
	Q6	Will the increase of new development alleviate the tax base?	<i>Non-market change from new development provides the option of diluting the tax burden should Council elect to do so. Committee members will consider this item at its March 21, 2022 CoW.</i>
	Q7	Does the Roads and Street Maintenance budget include sidewalks?	<i>Yes, sidewalk improvements [new & replacements] and inspections are included within operational budget for Roads and Street maintenance. Specifically Line 23233 - Road Allowance Maintenance</i>
	Q8	Are replacement costs included within the Sewer and Water service fees?	<i>Yes, there is a contribution made each year, on average (approximately) 50% to Capital and 50% to Operational.</i>
	Q9	What portion of the curbside fees Organics collection service was covered by grants?	<i>The collection bins, staff resources, communications, education, and cart delivery was financially supported by the ACRD with grant funding. Recycling service delivery is covered by RecycleBC incentives, the remainder is from curbside utility fees.</i>
	Q10	Was the Public Transit Restart Grant part of City grant?	<i>No, BC Transit received its own grant over 2 operating years with fiscal year ending March 31. These funds were specifically to Local Governments that did not reduce level of service in transit through the pandemic.</i>
	Q11	What is the balance of the COVID-19 Restart Grant?	<i>Please refer to Q3. response.</i>
	Q12	Are expenditures related to the operation of the Bylaw services department covered by fines?	<i>No, bylaw fines/fees do not cover operational costs of the Bylaw department.</i>
	Q13	Is the Asset Management Fund required?	<i>There are Capital and Operational reserves currently in place. Asset Management work continues to be completed and included within this budget cycle. Staff have a draft report in process to address reserves and will seek Council support for proposed changes.</i>

Public Input/Question Period	Q14	Request for a summary of costs within RCMP Contract [i.e. cost per member].	<i>Staff to prepare a report and provide to Council at a future meeting [March 2022].</i>
	Q15	Budget E-town Hall format explanation?	Public participation opportunities include: •Submission of comments/questions to council@portalberni.ca •Submission of comments/questions by mail or to City Hall •Attend a Committee of the Whole meeting in person •Attend a Regular meeting of Council in person. Members of the public are able to address Council directly at regular meetings either during Public Input and March 7, 2022 @ 7:00 pm, and will communicate more specific details as we approach the date
	Q16	Does the Payment in Lieu of Taxes [PILT] incorporate adjustments from the recent change in accord?	Yes, all PILT amounts expected are reflected in the Financial Plan.
	Q17	Are all COVID-19 Restart funds to be allocated by end of 2022?	Yes, funds had to be identified by the end of 2021 and spent by end of 2022. Also refer to Q3 response.
	Q18	Are the 2022 Community Gaming Funds budgeted with the expectation of receiving the typical pre-COVID amounts?	Yes, the budget reflects full funding. Should there be a deficit, there is an option to use contingency to support any deficit in 2022. Staff have reached out to the Province to seek further clarity regarding the anticipated revenue for 2022.
	Q19	Given the cancellation of a number of conferences and/or move to a virtual format, how much of the Council travel budget was utilized in 2021 and given the continuation of virtual platforms and associated reduction in cost, should the 2022 budget be decreased to accommodate this change?	Council's travel budget identifies \$52,030 with \$12,723 being spent in 2021, so, yes, Council could consider reducing this item. Staff have learned that AVICC has confirmed 2022 convention will be held in-person and FCM/UBCM also planning for in-person. As such, FP allocation should remain at the level identified.
	Q20	In anticipation of Council considering a change to Building Permit fees, would greater revenue then be anticipated in the budget?	The amount in the budget wouldn't be predicated on Council increasing fees. The budget represents current rates and anticipated construction for 2022.
	Q21	Consider the world-wide environmental issues and the opportunities available to Port Alberni to mimic European initiatives. Wide City streets are ideal for utilizing public transit trolley systems. Shipping ports also present an advantage.	European initiatives provide a number of great examples. Some of Council's current Strategic Plan goals address utilizing the City's wide streets. For example, the City works regularly with the Island Corridor Foundation and the province to bring passenger rail back to the island. The City also works with PAPA and other associated agencies re: shipping ports.
	Q22	Request for Council to consider offering exterior grant funding or a loan program to Harbour Quay merchants to complete upgrades.	The City's Façade Improvement Program offered through the Economic Development department matches funds and grants for businesses. The Harbour Quay requires a number of upgrades which will be considered during this budget cycle.
	Post meeting Q's Committee Member		
	Q23	When looking at the Consolidated Financial Plan, why does the debt interest increase over 50% in 2023?	The 54% increase in debt servicing is due to the final \$8.5M borrowing associated with the Sewage Lagoon scheduled to be undertaken in the Fall 2022, resulting in debt repayment beginning in 2023.
	Q24	When looking at the Consolidated Financial Plan, why does the Other Protective Services decrease by \$100,000 in 2022-2023?	Excel sum error - The sum calculation was not in 2023-2026 and reflected the 2021 actual budget amount not the total in the column.
	Q25	Revenue - Line 12210 What is a CBC Grant?	This is the Federal & Crown corporations grant in lieu of taxes. CBC is the CBC radio properties, one building and the utility infrastructure.
	Q26	Revenue - Line 14732 Have we over estimated revenue in previous years for Echo Aquatic Centre?	This is a facility that has seen a significant impact to revenue due to PHO, actual revenue in 2019 was just under \$300,000. 2020 and 2021 had approximately \$80,000 each year. The 2022 budget reflects the expected revenue.
	Q27	Expenses - Line 22480 What is included in repair and maintenance?	ERRF accounts for 80% of this expense line item, the remaining amount is associated with the supplies and parts to maintain the Fire fleet of vehicles
	Q28	Expenses - Lines 23136/23137 Public Works Yard & Building Maintenance What is planned for this increase?	All expenditure were reviewed over the past few years and the actual expenditures now are reflected in the Financial Plan. Nothing new planned.
	Q29	Expenses - Line 28220 What does Transfers to General Capital Reserves mean i.e. big swings in Parks and Cultural Services?	This is the funding in current year that is required from taxation to complete capital projects planned in the current year. It increases and decreases depending on the projects in the year.

	Q30	Capital Projects -2022 What is the Parks Recreation Heritage Asset Renewal \$167,000?	<i>These are the total projects that are required at all city facilities.</i>
Feb. 22 CoW			
	Q31	Provide the amount expended for sidewalk improvements within the Road and Maintenance budget.	<i>The costs associated with sidewalk improvements is captured on 23233 - Road Allowance Maintenance. In 2021, the City spent approximately \$97,700 on sidewalks, \$13,350 on new or replaced sidewalks, \$79,500 on maintenance and \$4,850 on sidewalk inspections.</i>
	Q32	Is there a requirement for a budget increase with regards to line painting, including crosswalks and bike lanes to be sure all work completed?	<i>Following the paint supply chain issue in 2021, a new service provider was engaged. The new contractor is able to provide a higher quality product that offers increased reflection and is more environmentally sound. Work will commence in Spring 2022 beginning with arterial and collector roads followed by side streets. All line painting, including crosswalks and bike lanes [completed by City crews] are intended to be completed by Summer of 2022 and will be covered within monies allocated in the financial plan. Council used 2021 Surplus to increase the budget for line painting in 2022 by \$100,000 - FP amendment on February 28, 2022</i>
	Q33	Is the \$88,000 allocated in 2018 to a Fire Hall renovation [to accommodate aerial Fire Truck arriving in 2023] adequate given it had been determined in 2021?	<i>The estimate is currently under review.</i>
	Q34	Where does the \$120,000 in funding for McLean Mill Capital projects come from and what are the specific projects to be undertaken?	<i>The funds are a combination of monies from the City, ACRD, and federal grant funding. Listing of specific projects to be brought forward from the Director of Parks, Recreation and Heritage for Council's consideration.</i>
	Q35	Should gaming revenue projections be reflecting full capacity given current climate related to COVID-19.	<i>The last quarter payment received was reflective of previous years indicating that gaming revenues moving forward should meet pre-COVID amounts.</i>
	Q36	Requirement to budget for RCMP Body Cameras?	<i>RCMP 'E Division' has indicated that there will be a Request for Proposal issued in addition to ongoing pilot projects that will assist in formulating cost projections likely to be brought forward in 2024/25.</i>
	Q37	If grant funding is received for the Connect the Quays Pathway project, will the \$200,000 currently allocated be retracted?	<i>Report brought forward to the February 28, 2022 Regular meeting requesting a Financial Plan Amendment related to the \$200,000 allocated for the Connect the Quays Pathway Project. Council resolved as follows: THAT Council amend the "City of Port Alberni 2022 – 2026 Financial Plan Bylaw No. 5045, 2022" as follows: Allocate \$250,000 of surplus from 2021 as follows: a. \$200,000 to the Connect the Quays Pathway project; b. \$50,000 to Tree Planting in the 2022 Capital Plan; and thereby reducing general taxation in the amount of \$250,000.</i>
	Q38	What is the total budget allocated for paving and road construction and what is the cost per metre of road?	<i>Streets and Roads has a total budget of \$1.65M for operations in 2022, and new paving allocations of \$1.115M for the 2022 Capital Plan. Work in progress as of December 31, 2021 [unaudited] has \$2.06M of paving allocations. Cost per metre depends on the road structure, width, work being completed [such as mill and pave], full reconstruction or in some instances over excavation to remove underlying weak soils.</i>
	Q39	Provide information regarding outstanding projects from previous years that were budgeted but not completed and the estimated completion date.	<i>At the March 21 CoW meeting the Director of Engineering and Public Works and the Director of Parks, Recreation and Heritage will be in attendance to speak to the Capital Project listing and provide updates.</i>
	Q40	Clarify surplus from prior years i.e Parks Plan \$30,000 and Facilities \$50,000?	<i>Parks Plan [\$30,000] is allocated towards a Parks Master Plan to be completed in conjunction with the Official Community Plan review. Facilities [\$50,000] is identified as a financial requirement related to asset management that will be utilized for a number of facility upgrades/repairs to be determined by Council.</i>
	Q41	Of the \$382,000 surplus carried forward what is the \$22,000 allocated as Economic Development Consulting for?	<i>Strategic Planning for the Somass Lands Site.</i>

	Q42	Should Council training and travel budget be decreased in light of virtual conference platforms?	<i>Upcoming conferences such as AVICC, UBCM and FCM are currently scheduled as in-person events. As such full funding would likely be required for registrations, travel, etc.</i>
	Q43	Is there the option to reduce taxation using surplus without decreasing planned projects or negatively impacting reserve funds?	<i>Staff will be providing a report to members of the Committee at its March 21, 2022 meeting regarding City Reserves and proposed Tax Rates for review and discussion.</i>
	Q44	Is the Non-market Change already factored into the 2022 Financial Plan?	<i>Tax burdens have yet to be set. Tax rates will be an item for discussion at the March 21, 2022 CoW meeting.</i>
	Feb. 25 RCM Public Input/Question Period		
	Q45	Under Transportation Services, there is reference to replacing the City's Linkbelt Excavator, which was purchased new in 2013. On page 17 of the 2013-2017 Financial Plan in the last line under Transportation Services, there is reference to purchasing the Linkbelt Excavator, along with a trade in value noted in the financial plan for the Hitachi excavator that the City was disposing of at that time in 2013. Why has it become necessary to replace the Linkbelt at this time? How many hours are on the Linkbelt Excavator? Why is there no trade in value noted for the Linkbelt Excavator in the current Financial Plan, when there was a value assigned to the Hitachi Excavator when that excavator was removed from service to acquire the Linkbelt Excavator in 2013?	<i>While undertaking work at the City's lagoon, the City's linkbelt excavator was damaged and ultimately determined to be unrepairable. The City initiated an insurance claim which was settled in early 2022.</i>
	Q46	Under SEWER SYSTEM, there is reference to the inspection and design of the Argyle and Josephine force main Somass River crossing. The word 'design' suggests that something must be repaired, or replaced. What is inferred by the word design for this line item in the Financial Plan? Would the City please elaborate?	<i>Staff report dated March 7, 2022 and titled 'Argyle Sewer Forcemain Financial Plan Amendment Purchase of Project Material' brought forward to the March 14, 2022 Regular meeting for Council's consideration.</i>
	Q47	Included in the past two year's Financial Plans on the last page of each plan, was a data sheet that breaks out net taxable value, tax share, percent tax share, effective tax rate per thousand for all property classes in the City. This data also presented the number of single-family homes, and average assessment value used to determine the taxation mil-rate. That data sheet is not presented in the current draft financial plan. Is this simply an oversight, and if so, would the City please provide this data sheet in the next copy of the draft Financial Plan prior to the next C.O.W. meeting?	<i>A CoW meeting will be held on March 21, 2022 and will include discussion regarding tax rates for each class. Committee members will consider changes in each class and be provided with options to consider for 2022.</i>
	Q48	How many kilometres of road paving has the City completed over the last 3 years?	<i>Staff are researching this request and will respond at the next available opportunity.</i>
	Q49	Using the commonly accepted standard that the average life span of a paved road is 25 years, and with the City's inventory of 150Km of paved roads, could the Engineer provide an annual estimate for paving that is required in order to sustainably renew our asphalt infrastructure?	
	Q50	At one time, the City had a great banner program that included installing themed banners along Johnston Rd, Redford St, Argyle St, and 3rd Ave. But years ago the City stopped this program. If not for the Rotary Club's banner painting initiative for the arts district there would be no banners in the City. During the summer cities throughout the island have banners up. It is an easy, cost effective, and popular way to brighten up a City. Should it not be reinstated in Port Alberni?	<i>Please refer to Q62. response.</i>


Mar. 7 CoW - E-Town Hall

Public Input/Question Period	Q51	What is the Non-market change percentage in dollar value?	<i>There has been significant change across all tax classes. Staff will provide Committee members with information and options for applying the balance at the March 21, 2022 CoW meeting.</i>
	Q52	When will the Director's be in attendance to answer inquiries regarding sidewalks and roads?	<i>The Director of Engineering and Public Works and Director of Parks, Recreation and Heritage will be in attendance at the March 21, 2022 CoW.</i>
	Q53	The tax rate percentage in the Financial Plan for the years 2023-2026 reflects an escalating rate. Can you explain to the public the process for setting the tax rate within the Five Year Financial Plan?	<i>The numbers currently reflect a raw increase year-over-year. The actual impact will be dependent on a number of factors such as changing tax base, use of reserves and/or surpluses. Financial Plans are reviewed and adjusted annually with Council determining the overall tax burden year-by-year.</i>
	Q54	Given the decrease in Parks, Recreation and Heritage revenues due to COVID-19, was there also a similar downward trend in expenditures?	<i>There was a reduction in some of the programming costs, but overall expenditures to maintain our facilities are not always variable.</i>
	Q55	Commented on the smell of the sewage lagoon, the need for infrastructure upgrades, particularly a new Aquatic Centre, street-line painting and the need to manage current issues before progressing with new projects and the development of the waterfront.	<i>The sewage lagoon is complete and just about ready to come online. The Alberni Clayoquot Regional District is leading the Aquatic Centre renewal process beginning with public engagement and a feasibility study. Line painting has not been deferred but rather encountered supply issues. This has since been resolved and line painting is set to begin in the Spring.</i>
	Q56	10 years ago, there was 50 percent of water and sewer infrastructure needing replacement. What is the City's current state with regards to infrastructure replacement today?	<i>The City has implemented a water and sewer fee rate schedule based on the needs of the Capital infrastructure in the long term plan and as per the Iconics Report. For paving, funds come mainly from Gas Tax grant funds given when water and sewer is replaced, storm and paving is completed at the same time. A Strategic Asset Management Plan that encompasses all City assets will be brought to Council for consideration, the funding gaps will be identified and Council will consider addressing those funding gaps and setting priorities. Staff can provide the audited financial statements capital expenditure for the prior three years - the amounts of Capital Assets contributed towards the overall asset register of the City. 2018 - \$4.6 M of capital 2019 - \$14.5M of capital 2020 - \$9.8 M of capital</i>
	Q57	Why are City employees making the most money getting a 2.8 percent increase versus 2 percent for the lower paid employees?	<i>Council Remuneration Bylaw and Exempt Staff policy speak to Council and Exempt staff increases based on the Consumer Price Index [CPI]. Specifically, exempt positions receive an annual salary increase effective January 1 of each year by a percentage equal to the BC Consumer Price Index (CPI) from the previous year. The CPI increase also applies to Mayor & Council. Increases for bargaining unit employees are captured in the Collective Agreement.</i>
	Q58	How will the budget plans incorporate urban planning best practices around urban sprawl development at risk of losing the extremely limited remaining natural habitat and recreational trails?	<i>The Official Community Plan review and update is currently underway. Council and staff encourage the public to participate in the process to help guide how the community grows in a sustainable way that protects natural assets. Visit letsconnectpa.ca/OCF for information on the public engagement process.</i>
	Q59	Is it correct that the Reserve Funds/Emergency Reserve Fund [ERF] are made up of sales of service, fees collected or taxation?	<i>With the Emergency Reserve Fund, each service has contributions based on where that asset is being used or where its been allocated. Taxation for ERF occurs every year, based on what's needed to replace that unit based on the policy. Some Reserve Funds come from non-tax revenues such as the Land Sale Reserve [sale of City lands] and the Community Forest Reserve [received through dividends].</i>

Q60	The February 28 Audit Committee Agenda, Pg.'s 10-12 listed City projects in various states of completion, including some that have yet to be started, and totalling millions of dollars. Why is the City requisitioning more tax funds for additional projects when there are so many still outstanding and what is the plan to start getting these projects completed?	<p><i>Responsible governance includes taxing for the appropriate amount of projects every year so that the funding is available when the work can proceed. With regards to the ability to complete projects, more recently project work has been impacted due to the challenge in filling key staffing positions and transitions in key positions. The intent moving forward is to close gap on outstanding projects.</i></p> <p><i>It is also important to note that the occurrence of outstanding projects is not a new issue but rather new in that the information has now been included as part of the financial planning process. This change in reporting is to provide greater clarity and transparency to Council and the public surrounding projects funded but not yet completed. We are also funding infrastructure at a higher rate than in the past which is likely compounding the issue regarding the lack of capacity to complete projects. Council have asked staff for projected start and finish dates of projects to get an idea on timeline.</i></p>
Q61	On Pg. 35 of today's Agenda with regards to the projected debt and interest figures, it was noted that the interest spikes significantly by 2024 to nearly \$1.2M/year. Given the \$8.5M of outstanding debt in 2021 that will be actioned at some point in 2022 and fully on the books in 2023, inclusive of the \$14M in debt as noted for the end of 2020, we are looking at \$22M in debt. Add on the Regional Airport debt and the City's total debt equals \$24M. What is the current amount of Airport debt?	<i>Debt outstanding at the ACRD related to the Airport at the end of 2021 and based on the City's apportionment of 56.7% equals \$3.1M.</i>
Q62	Why is the City not funding and continuing with the installation of street banners to brighten up the City? If not for the Rotary club there would be no banners in the City.	<i>Staff will inquire what has been done historically regarding funding/installation of banners and report back to Council.</i>
Q63	When the City introduced the 3-stream garbage collection program, it was priced based on having to only use 2 split body trucks for the whole City. Now that they are having to use 3 trucks full time, what will the additional cost of a full-time employee and truck be to the homeowners?	<i>The 3-stream Collection Service initiated with a 2 truck/operator service however, a contingency that incorporated the fees and charges associated with the use of a 3rd truck/operator was included based on the understanding that 2 trucks/operators may not be sufficient.</i>
Q64	What are the ongoing costs associated with the City's purchase of the Somass lands relating to remediation and other items such as insurance and security costs required in advance of the development phase?	<i>There is funding allocated within the Planning section of the Financial Plan in the amount of \$200,000 for 2022 and 2023 for security, insurance and strategic planning of the site. Council has yet to determine plans for moving forward regarding development.</i>
Q65	I am wondering if Council has any plans to reduce the City tax rate now that the City is receiving this windfall from the record high sales prices of property?	<i>Increases in the property assessment value does not reflect increased revenue to the City as it doesn't impact the local tax rate directly. The CoW meeting on March 21 will provide information associated with the setting of tax rates.</i>

Updated March 10, 2022

Date: March 7, 2022
File No: 5225-14
To: Mayor & Council
From: Scott Smith – Acting CAO | Director of Development Services
Subject: Dam Safety Review

Prepared by: <u>C. Wright</u> Manager of Operations	Supervisor: <u>R. Dickinson</u> DIRECTOR OF ENGINEERING/PUBLIC WORKS	CAO Concurrence:  S. Smith, Acting CAO Dir. of Development Services
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RECOMMENDATION[S]

- THAT Council provide early approval and authorize staff to proceed with the Dam Safety Review - Lizard Lake and Bainbridge Lake as allocated in the "City of Port Alberni 2022-2026 Financial Plan Bylaw No.5045, 2022", Water Fund expenses in the amount of \$84,656.16.
- THAT Council award completion of the Dam Safety Review - Lizard Lake and Bainbridge Lake to Tetra Tech Canada Inc. for the amount of \$84,656.16, plus applicable taxes.

PURPOSE

To complete a Dam Safety Review [DSR] for the Lizard Lake Dam and Bainbridge Lake Dam in order to be compliant with the *Water Sustainability Act*.

BACKGROUND

Lizard Lake Dam and Bainbridge Lake Dam are rated at a failure consequence rating of 'Very High'. The owners of dams with this rating are required to conduct a Dam Safety Review every 10 years. The last review for both dams was conducted in 2012 by EBA Engineering now called Tetra Tech Canada Inc.

ALTERNATIVES/OPTIONS

- That Council provide early approval and authorize staff to proceed with the Dam Safety Review - Lizard Lake and Bainbridge Lake as allocated in the "City of Port Alberni 2022-2026 Financial Plan Bylaw No.5045, 2022", Water Fund expenses in the amount of \$84,656.16 and award completion of the Dam Safety Review - Lizard Lake and Bainbridge Lake to Tetra Tech Canada Inc. for the amount of \$84,656.16, plus applicable taxes.
- Council may provide alternate direction.

ANALYSIS

The proposed scope has been established in general accordance with the *Water Sustainability Act*, Dam Safety Regulation [Province of British Columbia, 2016], the Canadian Dam Association [CDA] Dam Safety Guidelines [CDA, 2013], the Engineers and Geoscientists of British Columbia [EGBC] Guideline for Legislated Dam Safety Reviews [2016] and the CDA Technical Bulletin: Dam Safety Reviews [CDA, 2016].

ENTERED
F2

In order to conduct a comprehensive report a team of specialists with expertise in conducting DSRs, including hydrotechnical and geotechnical engineering, inundation studies, and dam failure mode and effects analysis are required to deliver this project to the City of Port Alberni. The City retains professional services [including Tetra Tech Canada Inc.] to access specialized expertise not available internally. Tetra Tech Canada Inc. is well positioned to undertake this work due to their expertise associated with design, review, and assessment of earth fill embankment dams under the CDA guidelines and provincial Dam Safety Regulation. Along with this expertise, Tetra Tech has a strong understanding of the budget and schedule constraints for these studies, and the benefits of working cooperatively with municipalities.

A quote for service was received from Tetra Tech Canada Inc. and reviewed to ensure value is provided based on the scope of work required. Exceptions to the purchasing policies can occur when time constraints will not allow for a procurement or when services are urgently needed to maintain our utilities and essential services. In this case the recommendation considers the need to undertake the work and remain compliant with the *Water Sustainability Act*. Also, Tetra Tech Canada Inc. undertook the previous inspection and can use the organizational knowledge to update the inspection and reports.

IMPLICATIONS

This expenditure has been included in the 2022 operational expenditure plan for the Water Fund within “*City of Port Alberni 2022-2026 Financial Plan Bylaw No.5045, 2022*”. Failure to conduct a Dam Safety Review could result in a number of offences as outlined under the *Water Sustainability Act*, DAM SAFETY REGULATION B.C. Reg. 40/2016.

COMMUNICATIONS

Staff will bring updates to Council as the project proceeds and is completed.

BYLAWS/PLANS/POLICIES

- *PURCHASING – PROCEDURE*
- *PURCHASING – PROFESSIONAL SERVICES [CONSULTANTS]*
- “*City of Port Alberni 2022-2026 Financial Plan Bylaw No.5045, 2022*”

SUMMARY

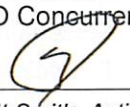
The Dam Safety Review is required as per the *Water Sustainability Act*. The recommendation would allow staff to ensure compliance with the Act and the safety of those directly affected by the integrity of the City’s source water dams.

ATTACHMENTS/REFERENCE MATERIALS

Not applicable

C: R. Dickinson, Director of Engineering and Public Works
A. McGifford, Director of Finance

Date: March 7, 2022
 File No: 5330-20-ASFM
 To: Mayor & Council
 From: Scott Smith, Acting CAO | Director of Development Services
 Subject: Argyle Sewer Forcemain – Financial Plan Amendment | Purchase of Project Material

Prepared by: <i>R. DICKINSON</i> DIRECTOR OF ENGINEERING & Public Works	Supervisor: <i>S. SMITH</i> Acting CAO, Director of Development Services	CAO Concurrence:  Scott Smith, Acting CAO, Director of Development Services
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RECOMMENDATIONS

- THAT Council amend the "City of Port Alberni 2022-2026 Financial Plan Bylaw No. 5045, 2022" by re-allocating \$1.89M towards replacement of the Argyle Sewer Forcemain in 2022 as outlined in 'Table 1' of the report titled 'Argyle Sewer Forcemain' and dated March 7, 2022.
- THAT Council authorize staff to purchase the pipe and related materials to replace the Argyle Sewer Forcemain in the amount of \$400,000 prior to the adoption of "City of Port Alberni 2022-2026 Financial Plan Bylaw No. 5045, 2022".

PURPOSE

To seek an amendment to the "City of Port Alberni 2022-2026 Financial Plan Bylaw No. 5045, 2022" to fund the Argyle Sewer Forcemain [ASFM] project in 2022, including approval for early consent to proceed with the purchase of material required for the project.

BACKGROUND

The City has five sewer forcemains that cross underneath the Somass River to the Wastewater Treatment Facility on the west side of the Alberni Inlet. Two sewer mains are steel and asbestos concrete materials [in service for approximately fifty years] and are at end of their useful life. The three other sewer mains under the Somass River are constructed of HDPE pipe and were installed more recently.

The ASFM [from the sewer pump station on Argyle at the Harbour Quay] required repairs last summer. The pipe has been modified and currently is redirecting waste water to the Wallace Sewer Forcemain [WSFM]. While repairing the pipe it was evident the infrastructure is at end of life. The City engaged a consultant engineer to assess and provide options to reconstruct our two older forcemains. The ASFM incurred a break in a separate location in December 2021 at which time it was determined that the break could not be repaired without risking further breaks and discharging to the environment [Somass River].

ENTERED

F3

The engineering consultant has since completed a topographic survey and a geotechnical investigation to determine how the main could be replaced. The recommended construction methodology is a trenchless approach [in essence drilling under the Somass River]. Detailed design drawings are being prepared to enable a tender for completion in 2022. Initial archeological investigation is ongoing at this time and construction methodology is being shared with the Hupacasath and Tseshah First Nations for any information and traditional knowledge they can provide to support the project and in respect of any archeological opportunities.

ALTERNATIVES/OPTIONS

1. That Council amend the *"City of Port Alberni 2022-2026 Financial Plan Bylaw No. 5045, 2022"* by re-allocating \$1.89M towards replacement of the Argyle Sewer Forcemain in 2022 and further, that Council authorize staff to purchase the pipe and related materials to replace the Argyle Sewer Forcemain in the amount of \$400,000 prior to the adoption of *"City of Port Alberni 2022-2026 Financial Plan Bylaw No. 5045, 2022"*.
2. That Council not approve funding until adoption of the Financial Plan.
3. That Council provide alternate direction.

ANALYSIS

The break of the ASFM required waste water flows to be redirected from the Argyle Pumpstation to the WSFM which has limited capacity to manage the flows from both pump stations. During high flow events [significant rainfall], there is an increased possibility of Combined Sewer Overflows [CSO's] into the Alberni Inlet or Somass River. The ASFM requires replacement as soon as possible to address potential CSO's.

The consulting engineer has identified the pipe size, material, length, fittings and appurtenances to replace the existing forcemain. Due to ongoing market and manufacturing concerns it is recommended to purchase the pipe, fittings and appurtenances before tendering the work. This will avoid likely delays for pipe delivery and enable the City to purchase pipe prior to cost escalations that tend to occur as the construction season commences in North America, especially with material shortages that have been seen for the past couple years.

Two pits will be excavated as roughly shown on the attached *Figure 1*, with the first pit at the end of Nuupts' Ikapis Way and the other pit adjacent to the City's old lagoon. The pits will be the only surficial ground disturbance, with the sewer main being drilled below the surface of the Somass River bed. This method of construction will avoid significant impacts to the Somass River and estuary.

The engineering consultant anticipates tendering the project in the next couple months with construction during the summer such that the forcemain would be operating before the rainy season this fall. Replacement of the ASFM is the highest priority and the replacement of the second fifty-year-old forcemain is being reviewed and will be forwarded to Council for construction in the next couple years.

IMPLICATIONS

To complete this project the funding recommendation is a combination of project deferrals, use of committed unspent sewer capital projects not anticipated to be required and internal borrowing. The projects that have been deferred will be prioritized in future years. There are two Municipal Finance Authority of BC surplus accounts that are available to be used to access funding [if required for internal borrowing]. These are not Sewer Fund Reserves and would need to be paid back and the interest forgone would be an operating expense for the Sewer Fund.

The cost estimate is \$1.89 million and the funding reallocation recommended is as follows:

Table 1 | Amendments to Financial Plan and previously committed unspent Capital Projects

Project	Source	Amount
Argyle & Josephine Forcemain Somass River Crossing inspection and design	2022 Sewer Capital	120,000
CSO - 7th Ave-Redford to Bute 180m	2022 Sewer Capital	79,000
Sewer Crawler	2022 Sewer Capital	80,000
Small Capital Main Replacements	2022 Sewer Capital	100,000
Transfer to Infrastructure Capital Reserve	2022 Sewer Ops	422,198
Argyle Forcemain Somass River Crossing	2019 Sewer Capital	100,000
Small Capital Main Replacements	2018 Sewer Capital	100,000
3rd Ave Argyle St. Mar St. Beautification	2020 Sewer Capital	400,000
MFA surplus – General fund – internal borrowing	Reserve fund	230,000
MFA surplus – Water fund – internal borrowing	Reserve fund	258,802
	Total	\$1,890,000

COMMUNICATIONS

When the design team confirmed the construction methodology we reached out to the Tseshah and Hupacasath First Nations regarding any concerns, comments or traditional knowledge that they could share to enable protection of archeological artifacts. Public notification regarding construction timing and impacts will be advertised via the City website and other means once scheduled.

BYLAWS/PLANS/POLICIES

- “City of Port Alberni 2022-2026 Financial Plan Bylaw No. 5045, 2022”

SUMMARY

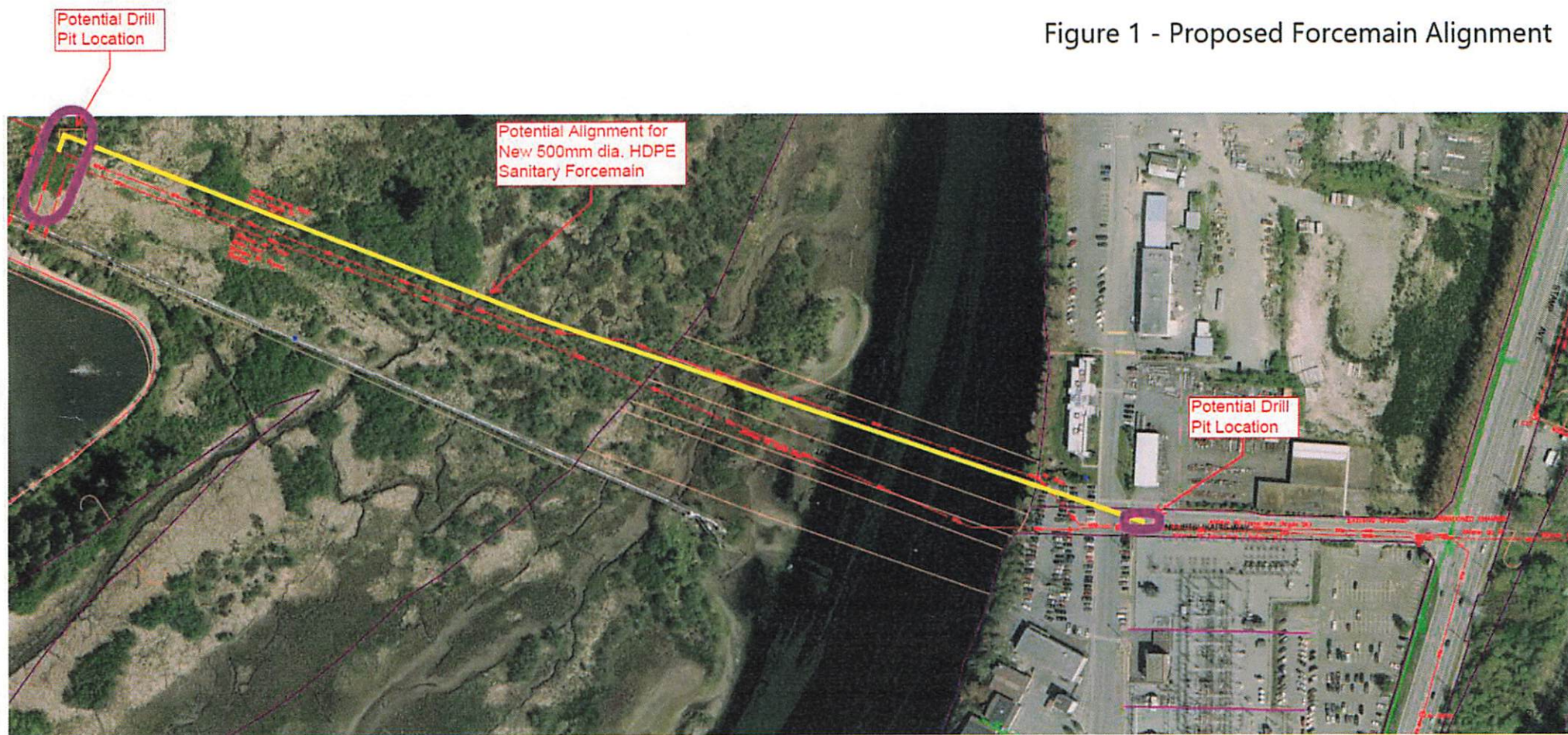
This project represents an important replacement of the City sewer system to avoid public health concerns and adverse impacts to the environment. The requested early budget approval will enable staff to purchase the pipe and materials for the project minimizing the risk of delays and avoiding cost escalation of materials. Budget approval enables completion of the project.

ATTACHMENTS/REFERENCE MATERIALS

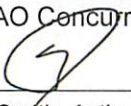
- Figure 1 - Proposed Forcemain Alignment

c: A. McGifford, Director of Finance
C. Wright, Manager Operations

Figure 1 - Proposed Forcemain Alignment



Date: March 8, 2022
File No: 1700-20-2022-2026
To: Mayor & Council
From: Scott Smith, Acting CAO | Director of Development Services
Subject: "City of Port Alberni 2022 – 2026 Financial Plan Bylaw No. 5045, 2022"
Amendment & Second Reading

Prepared by: <i>A. MCGIFFORD</i> Director of Finance	Supervisor: <i>S. SMITH</i> S. SMITH, ACTING CAO DIRECTOR OF DEVELOPMENT SERVICES	A. CAO Concurrence:  Scott Smith, Acting CAO Director of Development Services
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RECOMMENDATION[S]

- a. THAT Council amend the "City of Port Alberni 2022 – 2026 Financial Plan Bylaw No. 5045, 2022" by allocating \$60,000 from the Gas Tax grant funds to "2022 Capital Plan – Parks Recreation & Heritage" for the replacement of the Glenwood Centre Boiler [HVAC].
- b. THAT "City of Port Alberni 2022 – 2026 Financial Plan Bylaw No. 5045, 2022" be read a second time.

PURPOSE

That Council consider the recommended amendment, second reading, and provide any additional direction to staff as it relates to the "City of Port Alberni 2022 – 2026 Financial Plan Bylaw No. 5045, 2022".

BACKGROUND

The "City of Port Alberni 2022 – 2026 Financial Plan Bylaw No. 5045, 2022" was introduced at the Committee of the Whole [CoW] meeting held January 24th and Council gave 1st reading on January 31st. Further discussion and review was given at CoW meetings held February 22nd and March 7th [E-Town Hall]. At this time, the Plan reflects a preliminary increase in property taxes for general purposes of 3.96%. The Plan is a living document and Council will continue to review the Plan and consider amendments over the next month.

ALTERNATIVES/OPTIONS

1. That Council amend the "City of Port Alberni 2022 – 2026 Financial Plan Bylaw No. 5045, 2022" by allocating \$60,000 from the Gas Tax grant funds to "2022 Capital Plan – Parks Recreation & Heritage" for the replacement of the Glenwood Centre Boiler [HVAC] and provide second reading of the Financial Plan Bylaw.
2. That Council proceed with additional amendments or seek additional information.
3. That Council provide alternate direction.

ENTERED

G-1

ANALYSIS

Glenwood Centre Boiler [HVAC]

The 55-year-old boiler has a cracked heat exchanger and is not repairable. The boiler heats the air space at Glenwood as well as the domestic hot water. The recommended option, is to replace the boiler with four smaller high efficiency boilers, thereby reducing energy costs. The four smaller units provides redundancy, should one unit fail, the other three can continue to run.

IMPLICATIONS

The proposed amendment will not affect the current 3.96% taxation increase given that funding will come from the annual Gas Tax grant funding.

The targeted date to adopt the Plan is April 11th. The province requires adoption of the Financial Plan and associated bylaws before May 12th.

COMMUNICATIONS

The table below outlines the proposed schedule of the “City of Port Alberni 2022 – 2026 Financial Plan Bylaw No. 5045, 2022”. Council has the ability to schedule additional meetings should they be required.

Date	Meeting	Purpose
January 24, 2022	CoW	To introduce and summarize the proposed “City of Port Alberni 2022 – 2026 Financial Plan Bylaw No. 5045, 2022”
January 31, 2022	RCM	Council to consider 1st reading of the “City of Port Alberni 2022 – 2026 Financial Plan Bylaw No. 5045, 2022”
February 14, 2022	RCM	Opportunity for staff to follow up on requests or details requested from CoW
February 22, 2022	CoW	Opportunity for staff to address questions/requests from Council
February 28, 2022	RCM	Address any follow up
March 7, 2022	CoW	E-Town Hall Public input Zoom webinar platform
March 14, 2022	RCM	Address any follow up from E-Town Hall Council to consider 2nd reading of the “City of Port Alberni 2022 – 2026 Financial Plan Bylaw No. 5045, 2022”
March 21, 2022	CoW	Director of Engineering and Public Works and the Director of Parks, Recreation and Heritage will be in attendance to speak to the Capital Project listing and provide updates. Tax Rates Bylaw
March 28, 2022	RCM	Council to consider 3rd reading of the “City of Port Alberni 2022 – 2026 Financial Plan Bylaw No. 5045, 2022”
April 11, 2022	RCM	Council to consider adoption of the “City of Port Alberni 2022 – 2026 Financial Plan Bylaw No. 5045, 2022”

BYLAWS/PLANS/POLICIES

- “City of Port Alberni 2022 – 2026 Financial Plan Bylaw No. 5045, 2022”

SUMMARY

- The “City of Port Alberni 2022 – 2026 Financial Plan Bylaw No. 5045, 2022” currently reflects a tax increase of 3.96%;
- The Plan will continue to be reviewed and confirmed by Council;
- Adoption must occur prior to May 12th.

ATTACHMENTS/REFERENCE MATERIALS

- “City of Port Alberni 2022 – 2026 Financial Plan Bylaw No. 5045, 2022”

c: T. Slonski, Director of Corporate Services
 R. Macauley, Deputy Director of Finance

**CITY OF PORT ALBERNI
BYLAW NO. 5045**

A BYLAW TO ESTABLISH A FIVE-YEAR FINANCIAL PLAN

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

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

1. Schedules 'A' & 'B' attached hereto and forming part of this Bylaw is hereby adopted and is the Financial Plan of the City of Port Alberni for the five-year period from January 1, 2022 to December 31, 2026.
2. This Bylaw may be cited for all purposes as "City of Port Alberni 2022 – 2026 Financial Plan Bylaw No. 5045, 2022" and shall become effective upon adoption.

READ A FIRST TIME THIS 31ST DAY OF JANUARY, 2022.

READ A SECOND TIME THIS DAY OF , 2022.

READ A THIRD TIME THIS DAY OF , 2022.

FINALLY ADOPTED THIS DAY OF 2022.

Mayor

Corporate Officer

SCHEDULE A TO BYLAW NO. 5045



CITY OF PORT ALBERNI CONSOLIDATED FINANCIAL PLAN 2022-2026

	2022	2023	2024	2025	2026
Revenue					
Taxes					
Property Taxes	25,651,671	27,128,281	28,406,820	29,746,090	31,148,975
Other Taxes	761,391	761,391	761,391	761,391	761,391
Grants in Lieu of Taxes	233,955	233,955	233,955	233,955	233,955
Fees and Charges					
Sales of Service	3,922,909	3,933,787	4,062,725	4,153,079	4,250,911
Sales of Service/Utilities	7,239,244	7,571,611	7,864,810	8,039,794	8,466,442
Service to other Government	100,000	100,000	100,000	100,000	100,000
User Fees/Fines	494,500	498,325	502,184	506,077	510,006
Rentals	153,500	156,570	159,701	162,895	166,153
Interest/Penalties/Miscellaneous	717,875	722,321	727,185	732,180	737,198
Grants/Other Governments	1,095,840	1,095,840	1,095,840	1,095,840	1,095,840
Other Contributions	-	-	-	-	-
	40,370,885	42,202,081	43,914,611	45,531,301	47,470,871
Expenses					
Debt Interest	488,170	583,795	583,795	583,795	583,795
Capital Expenses	6,871,296	8,378,035	5,134,847	5,669,011	4,825,756
Other Municipal Purposes					
General Municipal	4,646,792	4,805,437	4,927,374	4,991,714	5,124,132
Police Services	8,073,162	8,272,325	8,586,906	8,808,923	9,015,162
Fire Services	4,086,596	4,264,882	4,360,844	4,456,965	4,551,648
Other Protective Services	361,030	391,063	395,907	400,311	404,790
Transportation Services	4,688,697	4,679,899	4,781,381	4,881,862	4,979,256
Environmental Health and Development	3,368,306	3,261,754	3,111,997	3,165,232	3,220,303
Parks and Recreation	5,767,854	5,896,628	6,082,829	6,227,902	6,317,130
Cultural	1,500,346	1,514,983	1,547,745	1,561,173	1,585,480
Water	1,882,171	1,821,187	1,849,216	1,879,195	1,910,090
Sewer	1,490,521	1,515,827	1,541,694	1,567,102	1,592,976
Contingency	200,000	200,000	200,000	200,000	200,000
	43,424,941	45,585,815	43,104,535	44,393,185	44,310,518
Revenue Over (Under) Expenses Before Other	(3,054,056)	(3,383,734)	810,076	1,138,116	3,160,353
Other					
Debt Proceeds	-	-	-	-	-
Debt Principal	(371,426)	(572,870)	(572,870)	(572,870)	(572,870)
Transfer from Equipment Replacement Reserve	1,023,600	3,640,503	1,896,817	904,521	1,441,674
Transfer from Land Sale Reserve	-	-	-	-	-
Transfer from Cemetery Trust	2,000	2,000	2,000	2,000	2,000
Transfer from (to) Reserves	2,399,882	314,101	(2,136,023)	(1,471,767)	(4,031,157)
	3,054,056	3,383,734	(810,076)	(1,138,116)	(3,160,353)
Balanced Budget	-	-	-	-	-

SCHEDULE B TO BYLAW NO. 5045 REVENUE POLICY DISCLOSURE

Objectives and Policies

The City of Port Alberni *Corporate Strategic Plan* provides municipal objectives and policy direction including strategic priorities in the areas of taxation, economic growth, and diversification.

Ongoing initiatives arising from these stated priorities relate directly to revenue generation, property taxation, and permissive tax exemptions. These are:

- Update and review regularly all fees and charges levied to maximize recovery of the cost of service delivery;
- Fund waste collection, sewer, and water utilities on a fee for service basis without contribution required from property taxation;
- Where it is strategic, market and sell City owned lands excess to needs;
- Ensure strategized initiatives and projects included in the *Corporate Strategic Plan* are incorporated into the 2022-2026 Financial Plan to allow for successful implementation of corporate strategy
- Promote revitalization of the City's commercial areas;
- Undertake capital projects identified in the plan by a combination of use of general revenues, borrowing, senior government grant funding and reserve funding.

Considerable progress has been made on these policy directions as outlined in the City of Port Alberni's Annual Reports and *Corporate Strategic Plan*.

Proportion of Revenue from Funding Sources

Property Taxes – The majority of the City of Port Alberni's revenue arises from property tax; about 67% [excluding grants and borrowings] in 2022. Property tax collected between 2018 and 2022 increased by 15.2% over that five-year period.

The 2022-2026 Financial Plan provides for a 3.96% increase in property taxes collected in 2022 moving to 5.80% in 2023 then remaining at 4.75% in the final three years of the Plan. The planned annual increases will allow for successful implementation of all corporate strategic priorities set out by Council in the 2019 *Strategic Plan* as well commitments to capital projects, collective bargaining agreements, and projects that require debt service.

2022-2026 Annual Tax Rates

2022	2023	2024	2025	2026
3.96%	5.80%	4.75%	4.75%	4.75%

Parcel Taxes – No new parcel tax levies are proposed in the 2022-2026 Financial Plan.

Fees and Charges – In 2022, approximately 30% of the City of Port Alberni's revenues will be derived from fees and charges.

Services funded through fees and charges include water and sewer utilities, solid waste collection and disposal, building inspection, cemetery operations and a portion of the parks, recreation, heritage and cultural services.

City Council has directed that where possible it is preferable to charge a user fee for services that are identifiable to specific users instead of levying a general tax to all property owners.

Borrowing Proceeds – The City borrows as needed to finance significant capital projects, with more routine capital work funded through general revenue and gas taxes. In 2022, borrowing in this financial plan is approximately \$8.5 Million [approved in September 2021].

Other Sources – Other revenue sources are rentals of City-owned property, interest/penalties, payments in lieu of taxes and grants from senior governments.

Revenue from rentals and interest and penalties remain consistent from year to year and comprises 1 - 3% of the City's total revenues. Grants from senior governments vary significantly from year to year depending on successful application for conditional funding.

COVID-19 Safe Restart Grant for Local Governments the City of Port Alberni received a \$3.5 Million grant from the Province of British Columbia through the COVID-19 Safe Restart Grant for Local Governments program. The grant program uses a formula that incorporates a flat amount of \$169,000 with an "adjusted per-capita" amount of \$308.34 [2018 population of 18,803]. In 2020 and 2021, Council applied grant funding to revenue shortfalls, expense escalation due to COVID and specific measures to operate under COVID. In 2022, the remaining funds allocations have been included in the Plan.

Distribution of Property Taxes among Property Classes

Council will provide the policy directions which will be incorporated in the 2022-2026 Financial Plan.

Class 1 – Residential The residential tax increase will also reflect 3.96% again as a commitment to successful implementation of the *Corporate Strategic Plan*. Between 2005 and 2021 the share of property taxation paid by Class 1 increased from 40.0% to 60.0%. Council will consider the share of taxation paid by the residential class.

Class 4 and 5 – Major Industry and Light Industry In 2006, Council directed that significant tax reductions be provided for Class 4, [Major Industry] taxpayers over a five-year period in response to continued market weakness in the coastal forest industry and higher than average municipal tax rates for Major Industry in Port Alberni. These reductions were implemented in 2006. The City subsequently further committed that through 2013 to 2017 there would be no increase in taxes for Major Industry as part of the agreement to purchase Catalyst's sewage lagoon infrastructure. The above noted reductions and freezes resulted in the Major Industry share of taxation decreasing from 41.8% in 2005 to 22.5% in 2021.

For 2021 Class 4 and 5 taxes were delinked and the tax burden for these classes totaled 22.5%. Council will consider the share of taxation paid by Class 4 and 5 for 2022 to allocate the tax increase of 3.96%.

Class 6 – Business In committing to successful implementation of our *Corporate Strategic Plan* business rates will be reviewed to allocate the increase of 3.96%. Business property tax rates dropped from \$27 per thousand dollars in assessed value in 2005 to \$14.52 per thousand in 2021. Council will consider the share of taxation paid by Class 6 for 2022.

Other Classes Approximately 0.3% of total taxation arises from the other property classes in Port Alberni. Council will consider the share of taxation paid by other classes for 2022 to allocate the tax increase of 3.96%.

Permissive Tax Exemptions

Permissive tax exemptions are provided by the City of Port Alberni as permitted under the *Community Charter* and in compliance with Council policy. Permissive tax exemptions must also fall within the budget constraints identified by Council to be considered for approval.

Generally, permissive tax exemptions are a means for Council to support organizations within the community which further Council's objectives of enhancing quality of life (economic, social, and cultural) and delivering services economically. Specifically, the policy allows for annual application by eligible organizations for permissive tax exemptions on the lands or buildings they occupy, and who provide for:

- athletic or recreational programs or facilities for youth;
- services and facilities for persons requiring additional supports, mental wellness and addictions;
- programming for youth and seniors;
- protection and maintenance of important community heritage;
- arts, cultural or educational programs or facilities;
- emergency or rescue services;
- services for the public in a formal partnership with the City or;
- preservation of an environmentally or ecologically sensitive area designated within the Official Community Plan;

Eligible organizations may be considered for tax exemptions exceeding one year (to a maximum of 10 years) where it is demonstrated that the services/benefits they offer to the community are of duration equal to or greater than the period of tax exemption).

Since 2005 Council has approved, on average, annual permissive tax exemptions for 34 organizations (not including places of public worship) with a total annual municipal property tax exemption value of approximately \$250,000. In 2021, 51 organizations were approved, with a total annual property tax exemption value of approximately \$250,000.

Revitalization Tax Exemptions

Council adopted "City of Port Alberni Revitalization Tax Exemption Program, Bylaw No.4824" in 2013, an aggressive bylaw designed to encourage revitalization of the uptown area. Council amended the Bylaw in March 2016 to include Harbour Quay and City owned properties to the Schedule of eligible properties. Also, in 2016, Council adopted a new Revitalization Tax Exemption Bylaw covering all other commercial areas. Council's objective is to stimulate growth and development in the City's commercial areas by encouraging investment in new commercial space and improvements to existing commercial buildings. In 2020, one application was received and approved. This approved application experienced the first tax exemption in 2021 and is in effect for a period of five years [expires December 31, 2025].

Strategic Community Investment (SCI) and Traffic Fine Revenue Sharing (TFRS) Funds

The Strategic Community Investment Fund Plan is an unconditional grant from the Province to municipalities to assist in provision of basic services. The Traffic Fine Revenue Sharing Fund returns net revenues from traffic violations to municipalities responsible for policing costs.

The City is expecting to receive approximately \$580,000 in 2022. Performance targets are not expected to change from 2021 to 2022. SCI and TFRS funds are allocated to general revenue to support local government service delivery.

Community Gaming Funding


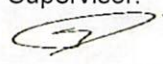

On October 23, 2007 the City of Port Alberni and the Province of BC signed the Host Financial Assistance Agreement providing for the transfer to the City (Host) of ten (10%) percent of net gaming revenue from the casino located within the City's boundaries. The budget assumes that the City of Port Alberni will continue to receive a share of gaming revenue through the five years of this Financial Plan. It should be noted that there is no long-term agreement in place with the Province.

Community gaming funds must be applied to Eligible Costs only. Eligible Costs are defined by the Province as "the costs and expenses incurred by the Host for any purpose that is of public benefit to the Host and within the lawful authority of the Host."

In 2020 and 2021, COVID-19 impacted the revenue received to support the annual funding to eligible costs. The draft Plan continues the support of the eligible costs in 2022 with an expectation of normal funding through the entire year from the Host Financial Assistance Agreement.

2021 Funding Allocation	Funds (\$) Allocated
McLean Mill National Historic Site Operations	\$ 160,229
Visitor Centre Funding	87,411
Offset Economic Development	150,000
Community Investment Plan/Grants in Aid	48,200
Total commitments	\$445,840

Date: March 4, 2022
File No: 3360-20-5405 Argyle
To: Mayor & Council
From: Scott Smith – Acting CAO | Director of Development Services
SUBJECT: **DEVELOPMENT APPLICATION – Proposed Zoning Bylaw Amendment**
5405 Argyle Street
Lot A, District Lots 1 and 118, Alberni District, Plan VIP13074. PID: 003-925-536
Applicant: Bobby Toor dba. Parmtronics Marine Limited

Prepared by:  B. McLoughlin Development Planner	Supervisor:  S. Smith, Dir. of Development Services/Acting CAO	CAO Concurrence:  S. Smith, Dir. of Development Services/Acting CAO
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RECOMMENDATIONS

- THAT "Zoning Text Amendment No. T29 (Site Specific Use - W1 Waterfront Commercial), Bylaw No. 5039" be read a third time.
- THAT "Zoning Text Amendment No. T29 (Site Specific Use - W1 Waterfront Commercial), Bylaw No. 5039" be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5039.

PURPOSE

To consider an application for a text amendment to the Zoning Bylaw at 5405 Argyle Street. The applicant is requesting that the following site-specific uses be added to the property under the *W1-Waterfront Commercial* zone: *Residential Above Commercial, Barber, Beauty Shop, Salon, Spa*.

BACKGROUND

The subject property is located at the corner of Argyle Street and Bird Avenue at the entrance to Harbour Quay. The owner, Parmtronics Marine Limited, has applied to rezone the property with the intent of adding additional uses. These uses include specific personal services, and a residential use that would enable an existing second storey dwelling unit.

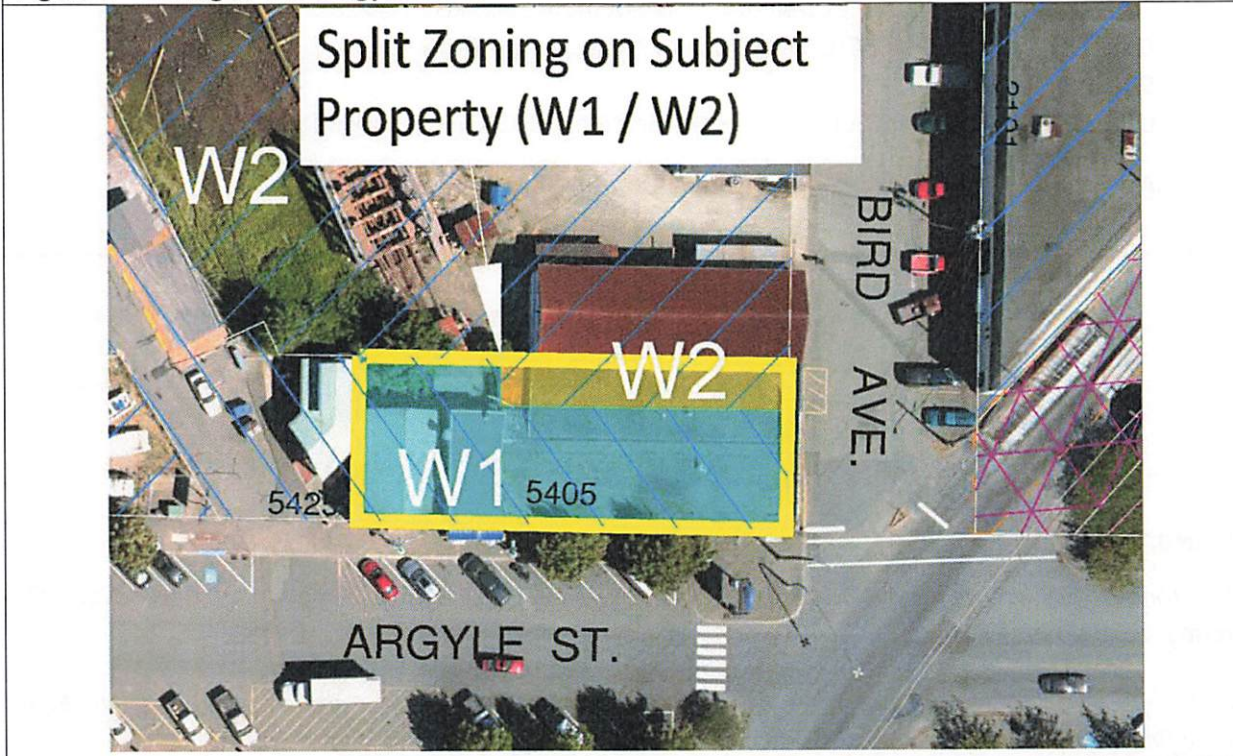
In 2018, City Council approved a Temporary Use Permit (TUP) for the property to allow offices as a *principal use* within three units of the building. The TUP (No. 18-01) approved for this property expired on August 22, 2021. The applicant initially requested that 'Office' be enabled as a permanent *principal use* at the property, but at Council's direction choose to revise their application to remove this use.

ENTERED
G2

Current Zoning & Uses

The subject property is split-zoned *W1-Waterfront Commercial*, and *W2-Waterfront Industrial*. This application concerns only the portion of property zoned *W1-Waterfront Commercial*. This is the portion with a commercial building facing Argyle Street. The building contains several commercial units currently occupied by restaurant, office, and retail businesses. The second storey of the building also contains an unoccupied apartment/suite.

Figure 1 – Zoning at 5405 Argyle Street



Official Community Plan (OCP)

The subject property is designated *General Commercial (GCO)* in the OCP. *Section D – Part 5.2 Southport* outlines a vision for the neighbourhood as a destination for visitors and residents with a recognizably distinct character within the community. OCP policy also supports residential dwellings above commercial units in Southport as a means of creating a vibrant and attractive neighbourhood. Additionally, the OCP highlights the area at the entrance of Harbour Quay as a distinct social node.

W1-Waterfront Commercial Zone & Shoreline Master Plan

The *W1-Waterfront Commercial* zone is designed to permit a very limited set of uses, and this zone is located only at Harbour Quay and Clutesi Haven Marina. The purpose of the zone is to maintain areas for tourist, public, and marine-oriented activities. These uses align with those identified for Harbour Quay in the *Port Alberni Shoreline Master Plan*: retail, restaurant, microbrewery, nightclub, cabaret, bar, pub, public market. The remaining uses permitted by the zone are related to marine-oriented commercial business.

ALTERNATIVES/OPTIONS

The Development Services Department supports Option #1.

1. Proceed with 3rd reading and final adoption of the amending bylaw.
2. Do not proceed with 3rd reading and final adoption.
3. Provide alternative direction to staff.

ANALYSIS

The applicant has requested that *residential above commercial, barber, beauty shop, salon, and spa* be added to the W1-Waterfront Commercial zone as uses at 5405 Argyle Street.

Residential Above Commercial at Harbour Quay

A second storey dwelling unit above a commercial business is compatible with OCP policy, and is currently permitted by the Zoning Bylaw along other portions of Argyle Street. It would also provide a much-needed dwelling unit for the community, and has the potential to increase safety in the area outside of business hours by providing additional ‘eyes on the street’. However, there is no parking space available on the property, and parking at Harbour Quay is subject to time limitations. Future occupants of the suite will not have a dedicated space to park a vehicle, but this is not uncommon for properties in the Uptown neighbourhood. The Zoning Bylaw requires only 0.5 parking stalls per dwelling unit, and zero parking stalls for commercial businesses in the C7-*Core Business* zone that includes the Uptown commercial area. The parking requirements are intentionally low because the neighbourhood is a highly-walkable commercial district, meaning residents may not necessarily be dependent on a vehicle for day to day activities. While this property is zoned *W1-Waterfront Commercial* the property is within the same highly walkable neighbourhood.

Future occupants of the dwelling unit will have the following parking options:

1. The tenant may park on the street in areas where parking is permitted for up to 96 hours at a time according to *Traffic Regulation Bylaw, 2009, Bylaw No. 4670*. Parking on Argyle Street at Harbour Quay is limited to 3 hours from 9:00 am – 6:00 pm.
2. The owner of the building can make private arrangements for parking.

Staff consider the potential impact on parking availability to be very low. Should a parking violation occur in the future the City will have the option of enforcement action through the Traffic Regulation Bylaw.

Specific Personal Services at Harbour Quay (barber, beauty shop, salon, spa)

Allowing specific personal services at 5405 Argyle Street has the potential to enhance Harbour Quay in ways that align with City policy goals for the waterfront. In particular, for services that are sought by tourists and residents alike, or that otherwise create visible activity. The applicant is requesting to add only specific personal services that most align with City policy for land use at Harbour Quay.

IMPLICATIONS

Council should consider if second storey residential would complement Harbour Quay if permitted at this property, and if it is acceptable to allow a suite without dedicated parking in a highly walkable commercial neighbourhood. Additionally, Council should consider if enabling specific personal services (*barber, beauty shop, salon, spa*) would benefit the community if located at Harbour Quay. Staff consider these uses to be compatible with City policy that supports Harbour Quay as a waterfront destination and attraction. The Planning Department supports amending the Zoning Bylaw to enable these uses at 5405 Argyle Street.

COMMUNICATIONS

Prior to the Public Hearing on February 15, 2022 staff conducted all required statutory notifications. At this stage of the process there are no additional communications required.

BYLAWS/PLANS/POLICIES

The applicant is requesting additional uses at 5405 Argyle Street. This would require the following site-specific text amendment to the *W1-Waterfront Commercial* zone:

- A. Add the following text to Section 5.33.1:

"Site Specific Uses

Barber

Beauty Shop

Residential above commercial

Salon

Spa"

- B. Add the following text as section 5.33.4 *Site Specific Uses* in the form of a table:

5.33.4 *Site Specific Uses*

The following uses shall be permitted on a site-specific basis:

<u><i>Principal Use</i></u>	<u><i>Accessory Use</i></u>	<u><i>Site Address</i></u>	<u><i>Site Legal Description</i></u>
<i>Barber, Beauty Shop, Salon, Spa</i>	<i>Residential above commercial</i>	<i>5405 Argyle St.</i>	<i>Lot A, District Lots 1 and 118, Alberni District, Plan VIP13074.</i>

STATUS OF THE APPLICATION

The Advisory Planning Commission (APC) reviewed the application to rezone 5405 Argyle Street at the September 29, 2021 meeting. The Commission agreed that 'Office' as a *principal use* was not desirable at Harbour Quay, and that the current OCP review should be used to determine any future policy changes for the area. Accordingly, the APC recommended against permitting 'Office' as a *principal use* at the property, but supported enabling specific personal service uses and the second storey apartment/suite.

Following the APC meeting, the applicant revised their application to align with the APC's recommendation to support specific personal service uses (*barber, beauty shop, salon, spa*). However, the applicant also wished to proceed to Council with a request to add 'Office' as a *principal use* at the property.

At its Regular meeting of December 13, 2021 Council considered 1st Reading of the amending bylaw. At that time, Council resolved that the applicant revise the development application, according to the recommendation of staff to remove their request for 'Office' as a *principal use* at the property, and directed staff to bring forward the application for Council's consideration once revised. Subsequently, the applicant revised their application according to Council's motion.

At their January 17th Regular Meeting, Council gave 1st and 2nd Readings of the revised application and advanced the application to a Public Hearing on February 15, 2022. The Public Hearing was held as scheduled, and no comments were received from the public.

SUMMARY

The applicant is requesting an amendment to the Zoning Bylaw that would add *Residential above commercial, Barber, Beauty shop, Salon, Spa* as site-specific uses to the *W1-Waterfront Commercial* zone at 5405 Argyle Street. The Development Services Department supports 3rd reading and final adoption of the amending bylaw, as it aligns with City policy for Harbour Quay.

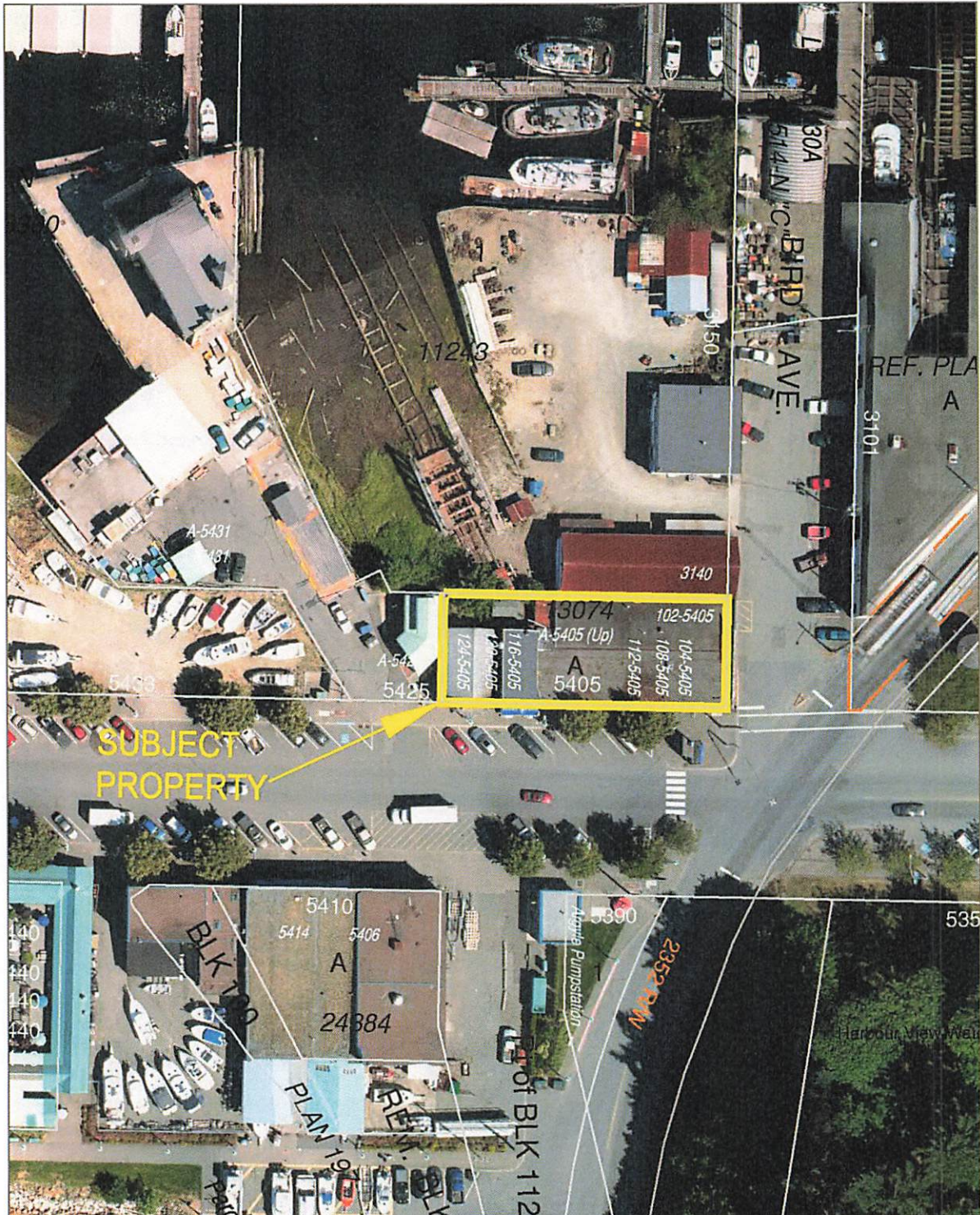
ATTACHMENTS/REFERENCE MATERIALS

- *Subject Property Map - 5405 Argyle Street*
- *Public Hearing February 15, 2021 Report*
- *"Zoning Text Amendment No. T29 (Site Specific Use - W1 Waterfront Commercial), Bylaw No. 5039"*

C: T. Slonski, Director of Corporate Services

J:\Engineering\Planning\Development Applications\ZoningAmend\ZON-2021\ZON2021-03-5405-ArgyleSt-Pamtronics\Council\5405-ArgyleSt-Pamtronics-Council Memo - 3rd Reading - Feb 25.docx

SUBJECT PROPERTY – 5405 ARGYLE STREET



PUBLIC HEARING REPORT
Tuesday, February 15, 2022 @ 6:00 PM
In the City Hall Council Chambers | 4850 Argyle Street, Port Alberni, BC

PRESENT: Mayor S. Minions
Councillor R. Corbeil
Councillor C. Solda
Councillor D. Washington

ABSENT: Councillor D. Haggard
Councillor R. Paulson
Councillor H. Poon

Staff: S. Smith, Acting CAO/Director of Development Services
T. Slonski, Director of Corporate Services
B. McLoughlin, Development Planner

Gallery: 0

CALL TO ORDER & APPROVAL OF THE AGENDA

The meeting was called to order at 6:00 pm

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

1. Description of the Application

The applicant is applying to for a site specific amendment to the Zoning Bylaw to permit use of a portion of the site for 'Barber', 'Beauty Shop', 'Salon', 'Spa' and to permit 'Residential above commercial', as an accessory use.

The proposed bylaw is:

- i. "Zoning Text Amendment No. T29 (Site Specific Use – W1 Waterfront Commercial), Bylaw No. 5039".

2. Background Information from the Development Services Department

A report dated February 15, 2022 from the Development Planner was distributed with the Public Hearing materials for reference.

3. Late Correspondence Regarding the Matter: None received.

4. Public Representation:

As there were no members of the public present, Chair Minions declared the Public Hearing closed.

5. Termination of the Public Hearing:

MOVED and SECONDED, THAT this Public Hearing terminate at 6:06 pm

CARRIED


Twyla Slonski, Corporate Officer

CITY OF PORT ALBERNI

BYLAW NO. 5039

A BYLAW TO AMEND PORT ALBERNI ZONING BYLAW 2014, NO. 4832

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

1. Title

1. This Bylaw may be known and cited for all purposes as "**Zoning Text Amendment No. T29 (Site Specific Use - W1 Waterfront Commercial), Bylaw No. 5039**".

2. Zoning Text Amendment

Port Alberni Zoning Bylaw 2014, No. 4832 is hereby amended by:

- A. Adding the following text to Section 5.33.1:

"Site Specific Uses

Barber

Beauty Shop

Residential above commercial

Salon

Spa"

- B. Adding the following Section 5.33.4 Site Specific Uses, in the form of a table:

"5.33.4 Site Specific Uses

The following uses shall be permitted on a site-specific basis:

<u>Principal Use</u>	<u>Accessory Use</u>	<u>Site Address</u>	<u>Site Legal Description</u>
Barber, Beauty Shop, Salon, Spa	Residential above Commercial	5405 Argyle St.	For a portion of Lot A, District Lots 1 and 118, Alberni District, Plan VIP13074 zoned as W1 Waterfront Commercial and shown in Schedule A to this bylaw (Attached) ."

READ A FIRST TIME THIS 17TH DAY OF JANUARY, 2022.

READ A SECOND TIME THIS 17TH DAY OF JANUARY, 2022.

A PUBLIC HEARING WAS HELD THIS 15TH DAY OF FEBRUARY, 2022.

READ A THIRD TIME THIS DAY OF , 2022.

FINALLY ADOPTED THIS DAY OF , 2022.

Mayor

Corporate Officer



CITY OF PORT ALBERNI

BYLAW NO. 5036

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

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

1. Title

This Bylaw may be known and cited for all purposes as "**Official Community Plan Amendment No. 35 (4440 Vimy Street - BC Housing - ACAWS), Bylaw No. 5036**".

2. Official Community Plan Amendments

- 2.1 **Schedule A (Land Use Map)** that forms an integral part of Official Community Plan Bylaw, No. 4602 is hereby amended to change the designation on a portion of Lot A, District Lots 1 and 92, Alberni District, Plan EPP110782 (PID: 031-567-169), located at **4440 Vimy Street**, from 'Parks and Open Space' use to '**Institutional**' use as shown outlined in bold and shaded grey on Schedule "A" attached hereto and forming part of this bylaw.

READ A FIRST TIME THIS 13TH DAY OF DECEMBER, 2021.

READ A SECOND TIME THIS 13TH DAY OF DECEMBER, 2021.

A PUBLIC HEARING WAS HELD THIS 25TH DAY OF JANUARY, 2022.

READ A THIRD TIME THIS 28TH DAY OF FEBRUARY, 2022.

APPROVED BY THE MINISTRY OF TRANSPORTATION THIS 9TH DAY OF MARCH, 2022.

FINALLY ADOPTED THIS DAY OF , 2022.

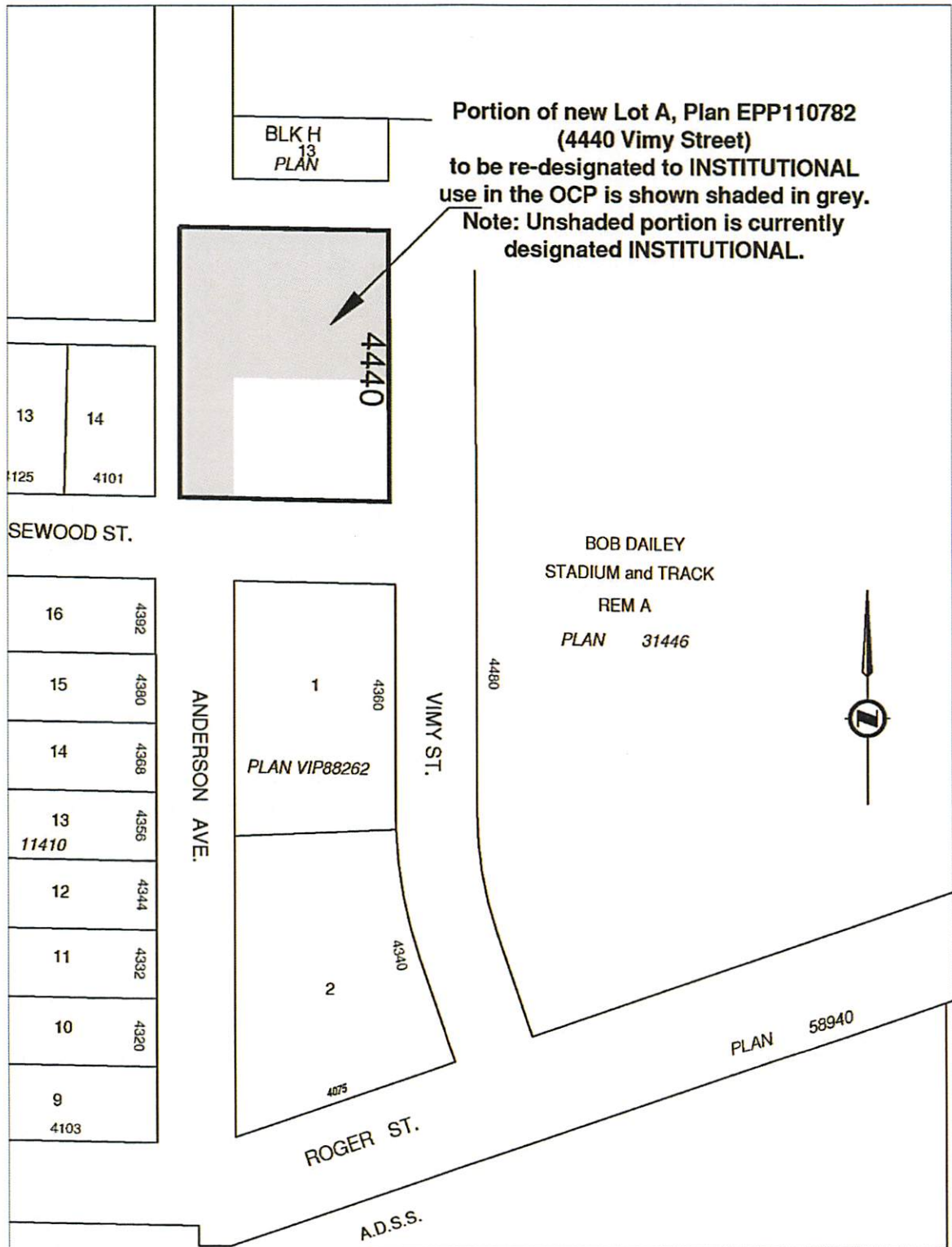
Mayor

Corporate Officer

ENTERED

G3a

Schedule "A" to Bylaw 5036



4440 VimySt-CAWS-OCPAmendBylaw.docx

CITY OF PORT ALBERNI

BYLAW NO. 5037

A BYLAW TO AMEND PORT ALBERNI ZONING BYLAW 2014, NO. 4832

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

1. Title

This Bylaw may be known and cited for all intents and purposes as "**Zoning Map Amendment No. 46 (4440 Vimy Street - BC Housing - ACAWS) Bylaw No. 5037**"

2. Zoning Map Amendment

- 2.1 *Lot A, District Lots 1 and 92, Alberni District, Plan EPP110782 (PID: 031-567-169), located at **4440 Vimy Street** as shown outlined in bold on Schedule "A" attached, is hereby rezoned from 'P2 Parks and Recreation' to **'P1 Institutional'**.*
- 2.2 Schedule "A" (Zoning District Map) which forms an integral part of Port Alberni Zoning Bylaw 2014, No. 4832 is hereby amended to denote the zoning outlined in Section 2.1 above.

READ A FIRST TIME THIS 13TH DAY OF DECEMBER, 2021.

READ A SECOND TIME THIS 13TH DAY OF DECEMBER, 2021.

A PUBLIC HEARING WAS HELD THIS 25TH DAY OF JANUARY, 2022.

READ A THIRD TIME THIS 28TH DAY OF FEBRUARY, 2022.

APPROVED BY THE MINISTRY OF TRANSPORTATION THIS 9TH DAY OF MARCH, 2022.

FINALLY ADOPTED THIS DAY OF , 2022.

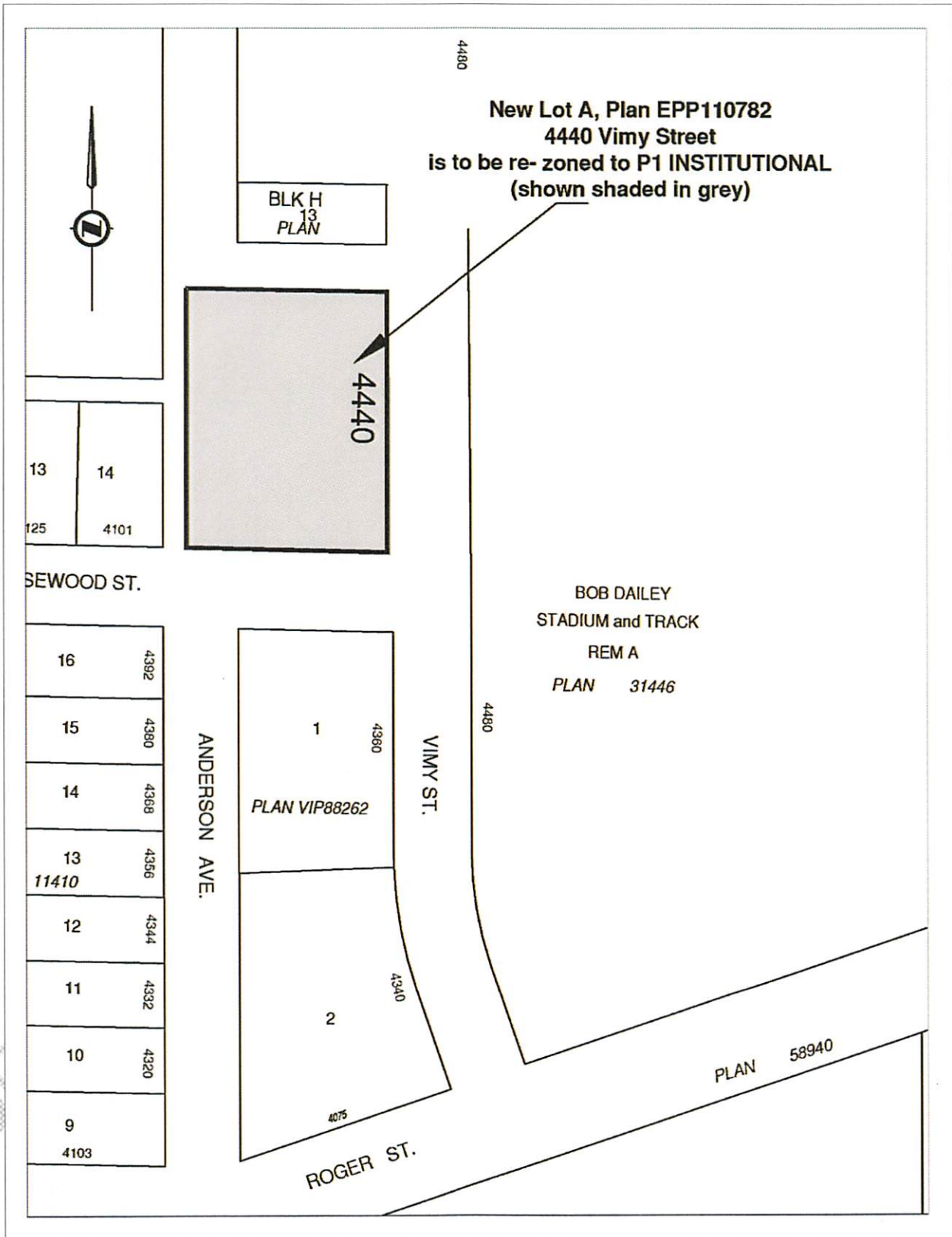
Mayor

Corporate Officer

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Schedule "A" to Bylaw No. 5037



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MAR 03 2022

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 type="checkbox"/> Development Services
<input checked="" type="checkbox"/> Corporate Services	<input checked="" type="checkbox"/> Community Safety
<input checked="" type="checkbox"/> Agenda	<input checked="" type="checkbox"/> Other <i>Comm. Action</i>
File #	<i>RCM Mar 14, 22</i> <i>0630-01</i>

From: Kat Perez <kperez@parkinson.bc.ca>

Sent: Thursday, March 3, 2022 12:00 PM

To: Sharie Minions <sharie_minions@portalberni.ca>

Subject: Parkinson's Awareness Month 2022 Proclamation Request - City of Port Alberni

Dear Mayor Sharie Minions,

April is internationally recognized as Parkinson's Awareness Month and I am hoping that the City of Port Alberni will join with other communities across Canada and issue a proclamation declaring April 2022, Parkinson's Awareness Month. Your proclamation would assist us with one of our major goals—to increase public awareness of this devastating neurological disorder.

Parkinson's disease (PD) is the second most common degenerative neurological disorder after Alzheimer's, but it receives significantly less attention. It is cruel and unforgiving, causing tremors, rigidity, instability, speech difficulty, and in some cases, depression, anxiety, and dementia. Contrary to popular belief, Parkinson's is not exclusively diagnosed in the senior population. It can affect individuals of all ages and genders, including those in their early twenties, with young children, and at the height of their careers. The debilitating effects of Parkinson's are felt not only by the person with the disease, but their entire family and the broader community. There is currently no known cure.

It is estimated that 15,000 people in British Columbia, 100,000 in Canada, and one million in the US live with PD. The worldwide incidence of Parkinson's disease is expected to double by 2040.

I have taken the liberty of enclosing an outline for the proclamation and I thank you in advance for considering this request.

Sincerely,

Kat Perez

Community Engagement Assistant

Parkinson Society British Columbia

600 - 890 West Pender Street | Vancouver, BC V6C 1J9

604 662 3240 ext. 277 | 800 668 3330 | www.parkinson.bc.ca

Connect with us!



ENTERED
11

RECEIVED

MAR 03 2022



CITY OF PORT ALBERNI
Parkinson Society British Columbia

www.parkinson.bc.ca

890 West Pender Street, Suite 600, Vancouver, BC V6C 1J9 • Tel: 604.662.3240 • Fax: 604.687.1327 • Toll free (Canada and US): 1.800.668.3330

DRAFT PROCLAMATION

PARKINSON'S AWARENESS MONTH

WHEREAS Parkinson's disease, for which there is no known cause or cure, is a progressive, degenerative neurological disorder which causes tremor or trembling of the arms and legs, muscular rigidity, slowness of movement, and difficulty with speaking and swallowing, and

WHEREAS Parkinson's affects approximately 15,000 adults in the Province of British Columbia, and

WHEREAS Parkinson Society British Columbia is providing information, consultation, support services and educational seminars for people with Parkinson's and their families; and is promoting a better understanding of this disorder, and

WHEREAS it is desirable to increase the level of understanding of Parkinson's and the needs of persons living with Parkinson's;

NOW, KNOW YE THAT We do by these presents proclaim and declare that April 2022 shall be known as

"Parkinson's Awareness Month"

in the City of Port Alberni

...

You are not alone. We are here to help.

Charitable Registration No. 11880 1240 RR0001

RECEIVED

MAR 04 2022

CITY OF PORT ALBERNI

From: INFO, BCEBC BCEBC:EX <info@bcebc.ca>

Sent: March 3, 2022 11:49 AM

To: Sharie Minions <sharie_minions@portalberni.ca>

Subject: Greetings from the BC Electoral Boundaries Commission

<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
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<input checked="" type="checkbox"/> Agenda	<input checked="" type="checkbox"/> Other <i>Corr-Summary</i>

File # 0360-01 *Rem Mar 14, 22*



March 3, 2022

Mayor Sharie Minions
City of Port Alberni

Greetings from the BC Electoral Boundaries Commission.

Please accept this letter as an invitation to your organization to express your views on the province's current electoral district boundaries.

The BC Electoral Boundaries Commission is an independent, non-partisan commission with a mandate to review the area, names and boundaries of provincial electoral districts. The Commission submits two reports to the Legislative Assembly with recommendations for the next two provincial general elections.

Your voice is an important part of this process. To help prepare its preliminary report, the Commission is now seeking public input on the province's current electoral district boundaries. We will be publishing a preliminary report with initial recommendations. After, we will seek public input on those recommendations.

You can share your organization's views in the following ways:

- through the [Commission website](#),
- at an in-person or virtual [public meeting](#), or
- by [writing the Commission](#) directly.

Visit our website to learn more about the Commission, review maps and resources, and find the electoral districts in your community.

Please feel free to share this information with others and contact us with any questions.

Sincerely,

ENTERED

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Justice Nitya Iyer
Commission Chair
BC Electoral Boundaries Commission

100- 1112 FORT STREET, VICTORIA B.C. V8V 3PK
BCEBC.CA | INFO@BCEBC.CA | 1-800-661-8683

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MAR 07 2022

CITY OF PORT ALBERNI



March 3, 2022

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

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

Comm Summary 3, Fire
Rec'd Mar 14, 22
0390-20-UBCM

Dear Mayor Minions:

Re: Provincial Response to 2021 Resolutions

UBCM has received the Province's response to your Council resolution(s) from 2021. Please find the enclosed resolution(s) and their provincial response(s).

All responses from the Province have been posted to the UBCM web site under Convention & Resolutions.

Please feel free to contact Jamee Justason, Resolutions and Policy Analyst, if you have any questions about this process. Tel: 604.270.8226 ext. 100 Email: jjustason@ubcm.ca

Sincerely,

Councillor Laurey-Anne Roodenburg
UBCM President

Enclosure

ENTERED

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Whereas there are extensive wait lists and limited access for individuals seeking entry to provincially funded residential detox and recovery treatment centres;

And whereas individuals struggling with addiction are often required to complete medical detox prior to accessing/obtaining rehabilitation treatment:

Therefore be it resolved that UBCM petition the Province to improve access to and reduce wait times for individuals seeking treatment for their addictions through medical detox and rehabilitation treatment centres.

Convention Decision: **Endorsed**

Provincial Response

Ministry of Mental Health and Addictions

The Province recognizes the ongoing need to enhance mental health and substance use supports for British Columbians, particularly those in rural and remote areas. We are committed to providing improved access to a range of quality options – with medical detox and rehabilitation treatment services being one part of a comprehensive continuum of care.

Through Budget 2021, the province has made a historic investment of over \$500M in mental health and addiction care with over \$132M over three years allocated for adult treatment and recovery services. These funds will support investments in withdrawal management, transition and assessment, specialized treatment and recovery, and aftercare services, representing an additional 195 treatment beds and over 132 new FTE positions, including beds and FTEs to support detox and treatment services. This investment addresses critical gaps in care through increasing access to services, reducing wait times, improving transitions through the system, supporting innovative initiatives improving client attachment and promoting holistic, person-centered and culturally safe services.

In addition to the \$132M in treatment and recovery funds, Budget 2021 included additional funding to build and/or enhance services related to illicit drug poisoning as well as to improve the mental health and substance use system of care for children, youth and young adults.

These investments build on new substance use treatment services already underway such as the creation of 123 new youth substance-use treatment beds – doubling youth substance use beds in the province – and more than 100 new adult treatment and recovery beds that are being added throughout the province. We are actively working with health authorities, who are responsible for delivering substance use treatment services in the province, to plan and implement these new and enhanced services. Through collaboration with health authorities, local governments, indigenous communities, and organizations, we believe the investments of Budget 2021 will lay the foundation for a comprehensive substance use system of care in British Columbia.

Whereas the Fire Underwriters Survey requires that in order to receive credit for fire insurance grading purposes, all first line fire apparatus in small and rural communities should be replaced after 20 years of service and may only be extended up to 25 years when fire apparatus is tested and proven to be in excellent mechanical condition;

And whereas small and rural local governments often are financially challenged to replace high cost and minimally used fire apparatus on a 20-25-year rotational basis:

Therefore be it resolved that UBCM petition the Province to advocate to the Insurance Bureau of Canada for the recognition and acceptance of an annual professional engineer certification of the mechanical condition of fire fighting apparatuses to extend service life beyond 20 years.

Convention Decision: Endorsed

Provincial Response

Ministry of Public Safety and Solicitor General

While the Office of the Fire Commissioner (OFC) and the Province of BC do not have a role in the Fire Underwriters Survey (FUS) process of setting rates and gradings for fire apparatus, the OFC has committed to attempting to facilitate a discussion with the UBCM and the FUS to ensure local governments can access clear information on the rationale used in determining the FUS fire equipment rating system.

The Province recognizes the challenges that small and rural communities face in delivering suppression services as well as replacing and maintaining fire service equipment such as fire trucks. Through the OFC, the Province has been conveying these concerns and the desire to extend insurance beyond 20 years for well maintained and low mileage fire apparatuses.

For reference, the FUS has published a technical bulletin called "INSURANCE GRADING RECOGNITION OF USED OR REBUILT FIRE APPARATUS" and can be located on their public webpages at: <https://fireunderwriters.ca/Downloads>.

The bulletin speaks to the standards that are referenced and used in the grading process as well as recognition that small and rural communities that are utilizing used fire apparatus may have challenges meeting the strict standards. The bulletin also outlines additional options and steps that a community can take to extend the certified life span of a fire apparatus up to 30 years.

The FUS agreed to meet with UBCM to discuss these issues. The OFC has spoken to UBCM about scheduling a meeting for all three parties.

Other Response

Insurance Bureau of Canada

My organization, the Insurance Bureau of Canada (IBC) is the industry association representing 90% of Canada's home, business and private auto insurers.

The insurance industry in Canada does not have an industry requirement for the 20 year lifespan of fire fighting equipment that was highlighted in the policy resolution. That said, some insurers do utilize a risk grading undertaken by the Fire Underwriters Survey (FUS), which does consider the fire apparatus used by local authorities in Canada and their lifespan. A conversation with respect to this would best be placed with the FUS directly and you can contact the FUS via email here: admin@fireunderwriters.ca

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MAR 07 2022

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 checked="" 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>Comm. Summary</i>
File # <u>RCM Mar 14, 22</u>	
<u>1200-01</u>	

To: Mayor and Council

March 5, 2022

RE: How the new Procurement Policy & hiring experienced professionals relate to the Five Year Financial Plan.

The City is currently reviewing and amending the Five Year Financial Plan with approx. \$24million of unallocated spending from previous capital projects along with the addition of forecast capital projects of \$6.6 million totally over \$30 million. For the management and procurement of these sums, Council should take the time to review the City's financial/procurement capability and seriously consider hiring experienced professionals (Procurement Coordinator and Asset Management & Grant Coordinator) prior to approving and implementing a new procurement policy.

February 22, 2022 at the Committee of the Whole meeting, Mayor & Council were presented with a Procurement Policy and Delegation of Authority by the Director of Finance & Director of Corporate Services for review and acceptance at a March 2022 Regular Council Meeting. Approval of a change in procuring requires careful consideration.

Changes to the policy name from a "Purchasing Policy" to a "Procurement Policy" signifies a shift in how the City will acquire goods and services.

For a simplified explanation regarding the differences between Procurement and Purchasing, the following information from the Procurement Cloud states the following:
<https://kissflow.com/procurement/procurement-vs-purchasing/>

"Procurement and purchasing are two processes that are done during the process of acquiring goods and services for an organization. However, they vastly differ in their method and approach.

Purchasing focuses on short-term goals such as fulfilling the five rights in a transaction (right quality, right quantity, right cost, right time, and right place), whereas procurement management focuses on strategic, long-term goals like gaining a competitive advantage or *aligning itself with corporate strategy or goals.*"

This leads to why an organization (business or government) should consider hiring a Professional Procurement Coordinator. The following information from CIPS Chartered Institute of Procurement & Supply provides a short explanation.

<https://www.cips.org/knowledge/procurement-topics-and-skills/people-and-skills/leadership-and-promotion-of-procurement-and-supply-management1/why-do-we-need-professional-procurement/>

Why Do We Need Professional Procurement?

We need professional procurement because it delivers greater benefits than it costs and it helps business and government better manage business decisions. Its value can be demonstrated in a simple business equation, return outweighing investment.

Information about Why Do We Need Professional Procurement?

Professional buying is a new specialisation emerging in the same way that accountancy or the law

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has. The modern role of professional procurement is a complex one demanding a wide range of business skills and commercial expertise to succeed. The job is as broad and as deep as the practitioner makes it and their organisation requires. The simple purchase contract can all too often be expected to carry the burden of lazy or hasty business development work when neither the commercial deal, the specification, nor the business process has been properly thought through. When the contract is striving to clarify what has actually been agreed - or more precisely not agreed – within the “spirit” of an amicable agreement, a procurement professional is needed.

The City of Port Alberni in its' 2019-2023 Corporate Strategic Plan, the Mission Statement states the following;

Our Mission

is to enhance the quality of life of residents and taxpayers by creating a vibrant waterfront community....

- *providing or facilitating the delivery of high-quality core municipal services and programs;*
- *balancing economic, environmental and social benefits;*
- *being fiscally responsible;*

And the ACRD in its' quest for being fiscally responsible, provided a framework found in their first formal Strategic Plan (2021-2024). As part of the development of the 2021 financial planning process, targets and status on specific objectives were set with a presentation to the Board at the September 22, 2021 meeting (See pages 127-128)

<https://www.acrd.bc.ca/dms/documents/agendas/2021-board-of-directors-agendas/september 22 board agenda.pdf>

Strategies:

1.1 Social Procurement Policy

Objectives:

Create procurement policies to enable local government expenditures that derive enhanced community benefit

Targets:

Phase 1 (local purchase considerations) Q4-2021 Phase 2 (full Social Procurement policy Q2-2022)

Status:

Delayed – waiting for recruitment of procurement Coordinator (Closes Sept. 24).

1.2 Leverage Community Works Funds and Other Grants

Objectives:

Strategic Investment of CWF and targeted applications to grant programs for initiatives and projects that support economic recovery and development

Status:

Staff working to develop 2022 priorities for November Electoral Area meeting.

Asset Management Coordinator role expanded to include grant coordination in April 2021 however this position is currently Acting Chief Financial Officer due to CAO vacancy.

(Note: This position was filled February 2022 – leaving a vacancy in the City's Finance Department).

Conclusion:

As I follow many of the Cities Regular Council Meetings, I've noticed that all our elected officials wish to provide the best possible outcomes to the taxpayers of our community. With the introduction of a new Procurement Policy, new Delegation of Authority and the hiring of a new Chief Administrative Officer (CAO), Councilors should take this opportunity to plan for and implement a financial strategy that is well thought out and not hastily approve the new policies without prior consideration of hiring two key personnel who would provide the City with the expertise that is required to be fiscally responsible.

The suggestion would be to consider the steps that have been implemented at the ACRD with additional ones that are applicable to the City, while still using the current Purchasing Policy until the new Procurement Policy is approved:

1. Hire: Chief Administrative Officer (CAO)
2. Allow time for new CAO to be well versed in the City's operations
3. Review: Corporate Strategic Plan, newly proposed Procurement Policy and Delegation of Authority (CAO and Councilors &/or Audit Committee)
4. Assess: the needs and make an informed decision about the procurement knowledge that currently exists and to provide a recommendation to Council for hiring key professionals (if required):

- a. Procurement Coordinator
- b. Asset Management & Grant Coordinator

(Note: If Council is considering hiring: Increase the 2022 Financial Plan for a partial year)

5. Create: Social/Local Procurement (Q2 2022 – ACRD)
6. Create: Procurement Policy (Q3 2022 - ACRD)
7. Approve: Social/Local Procurement, Procurement Policy and Delegation of Authority Policy

By taking these steps, Council will be assured that they are being fiscally responsible for the community's benefit.

I look forward to hearing from Council as to the steps you will be taking.

Best Regards, Leslie Walerius

5367 Russell Street, PA, BC. V9Y 8E4

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MAR 07 2022

CITY OF PORT ALBERNI

From: Marta Williamson [REDACTED]
Sent: Sunday, March 6, 2022 5:12 PM
To: Council <council@portalberni.ca>
Subject: Echo Centre hours of operation

<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 checked="" type="checkbox"/> Parks, Rec. & Heritage
<input type="checkbox"/> Finance	<input type="checkbox"/> Development Services
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<input checked="" type="checkbox"/> Agenda	<input checked="" type="checkbox"/> Other <i>Comm. Summary</i>

File # 0860-01 *Rem Mar 14, 22*

Port Alberni City Council,

As a member of the Mount Klitsa Garden Club, I am requesting that Echo Centre be open one evening a month for nine months of the year..

Before Covid our club met one evening a month in the Dogwood room for many decades. We paid an annual fee of course.

We feel the Echo Centre should be available to all residents of the Valley for various cultural events. Daytime access is not possible for all residents.

We have over fifty members and have served the culture of the Valley for over seventy years. Please, consider our request. Likely, other organizations would take advantage of some evening openings.

Sincerely,
Marta Williamson

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MAR 07 2022

CITY OF PORT ALBERNI

From: [REDACTED]
Sent: March 7, 2022 9:56 AM
To: Council <council@portalberni.ca>
Cc: Katy Lekich [REDACTED]; 'WENDY FRASER' [REDACTED]; Shirley Reimer
[REDACTED]; jaquieswann [REDACTED]
Subject: FW: Echo Centre hours of operation

<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 checked="" type="checkbox"/> Parks, Rec. & Heritage
<input type="checkbox"/> Finance	<input type="checkbox"/> Development Services
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File # 0860-01 *AcM Mar 14, 22*

Dear Port Alberni City Council,

I wholeheartedly agree with the sentiments expressed in Marta Williamson's letter. The Mount Klitsa Garden Club has been meeting at Echo Centre for more than twenty years and have been very happy with the service we have received by the Echo Centre Staff. Since most of our members are getting older, it is very important to have a central location for us to meet in with adequate parking and lighting.

Please seriously consider allowing the Club to continue meeting in the Dogwood Room on the first Thursday of the month in the months of October, November, December, January, February, March, April, and May.

Thanks for taking the time to consider our request.

Sincerely,
Heather Murton

Port Alberni City Council,

As a member of the Mount Klitsa Garden Club, I am requesting that Echo Centre be open one evening a month for nine months of the year..
Before Covid our club met one evening a month in the Dogwood room for many decades. We paid an annual fee of course.

We feel the Echo Centre should be available to all residents of the Valley for various cultural events. Daytime access is not possible for all residents.

We have over fifty members and have served the culture of the Valley for over seventy years. Please, consider our request. Likely, other organizations would take advantage of some evening openings.

Sincerely,
Marta Williamson

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<input checked="" type="checkbox"/> Council	<input type="checkbox"/> Economic Development
<input checked="" type="checkbox"/> Mayor	<input type="checkbox"/> Engineering/PW
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<input checked="" type="checkbox"/> Agenda	<input checked="" type="checkbox"/> Other <i>Comm. Summary</i>

File # 0220-01 *RCM Mar 14, 22*

From: russ mackenzie [REDACTED]
Sent: Wednesday, March 9, 2022 2:57 PM
To: Twyla Slonski <Twyla_Slonski@portalberni.ca>
Subject: Ukrainian fundraiser event

Good morning,

For three months in late 2008 and early 2009 a small group of Ukrainian and Canadian youth volunteers lived and volunteered in Port Alberni on community development projects through the non-profit organization Canada World Youth. I was the supervisor for that group.

I am sure that you, as well as, the Mayor and Council are aware of the horrific scenes taking in place in Ukraine right now. Heartbreakingly many of those same youth volunteers are now currently refugees in Poland, seeking refuge in small villages in Western Ukraine or even joining in as civilian forces protecting their country from the Russian military. Needless to say, these are very dark times for the Ukrainian nation.

The Canadian volunteers, like many Canadians, have felt helpless to help their Ukrainian counterparts and Ukraine as a whole. They have come up with an idea to replicate a "Ukrainian Night" event which was part of the group's thank you to the people of Port Alberni back in 2009.

The 2022 version of this event will be different as there will be only four of the Canadian participants that currently live in BC that will be able to host this event, with virtual support from the rest of the group.

We are hoping to host between 100 and 150 guests, and it will be a 'pay what you feel' type fundraiser as the primary goal of the event is to show our Ukrainian family that the love, kindness, support and happiness in their Canadian home is still there for them. Port Alberni has remained in their hearts all of these years and we want that part of their hearts to glow with warmth and happiness now more than ever, even as their world is being torn to pieces. Details regarding the event are as follows:

1. The location will be at the **Kinsmen Club** [4102 Hollywood Street]
2. The date will be **Saturday, March 19th** from **5:30-8:00 pm**
3. We would like to request Mayor and/or Council to say a few words during the speech portion of the event currently scheduled at approximately 5:45 pm. We are also extending an invitation to elders from Tseshaht and Hupacasath First Nation to provide a prayer for the event and for Ukraine around this time as well.
4. We will ask (when possible) that the donations from the event be made directly to a choice of three charities which we will introduce during the event so that we can avoid having to handle the money ourselves.

Russell Mackenzie

ENTERED
Jlc



Wednesday, February 2, 2022
7:00pm → Industrial Heritage Centre
Minutes

Attending:
Bert Simpson
Bill Collette
Claudia Romaniuk
Colin Schult
Dan Washington
Don Jones
Gareth Flostrand
Pam Craig
Penny Cote
Willa Thorpe (staff)

Regrets:
Ed Ross

<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 checked="" type="checkbox"/> Other <i>Corr. Summary</i>

File # *0360-20- AVMHC*

Called to order: 7:04pm


1. Moved by Pam that the agenda of the February 2, 2022 meeting be approved as circulated.
2. Moved by Penny that the minutes of the January 5, 2022 meeting be approved as circulated.
3. Old Business
 - a. Train Station
 - i. The Construction Manager is fully engaged, and has started refining the Requests for Proposals of subtrades; we hope to see construction start mid-February
 - ii. Preparations for the Requests for Proposals for anchor tenant(s) is ongoing (publish date not yet determined)
 - b. 2022 Meeting Locations
 - i. March meeting: Visitor Centre
 - ii. May meeting: Rollin Art Centre
 - iii. June meeting: Maritime Heritage
4. Correspondence
 - a. BC Arts Council
 - i. We received an operating grant of \$65,000
5. New Business – none

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J1F



Wednesday, February 2, 2022
7:00pm → Industrial Heritage Centre
Minutes

6. Reports
a. Regional District



ALBERNI-CLAYOQUOT REGIONAL DISTRICT AROUND THE REGION

Highlights from the Alberni-Clayoquot Regional District (ACRD) Board of Directors Meetings January 2022

JANUARY 12 MEETING

RECORDING & LIVESTREAMING
The Board adopted the ACRD Recording and Livestreaming Policy to set procedures for recording and livestreaming Alberni-Clayoquot Regional District (ACRD) open board, hospital board, committee meetings and public hearings being held in the ACRD board room and/or electronically.
Regional District open meetings are now recorded and livestreamed to the Regional District's website, providing the public additional ways to participate and/or watch Regional District meetings.

2022 BC ASSESSMENT VALUES
BC Assessment recently released the 2022 Assessment Roll. The overall percentage increase from 2021 to 2022 for the region is 40.74%. These significant increases in assessed value often create concerns from homeowners that their property taxes will increase by the same amount. This is a common misconception; the most important factor is not how much your assessed value has changed, but how your assessed value has changed relative to the average change for your property class in the region. The assessment process is governed by the Assessment Act of BC. The Assessment Act is the legislation that provides the rules and processes for BC Assessment to follow when creating and delivering property assessments.

JANUARY 26 MEETING

DELEGATIONS
Inspector Eric Rochette provided an overview of the quarterly policing statistics for the Port Alberni RCMP. He indicated the number of calls dropped compared to the previous year.

HOMEOWNER GRANTS
As part of their discussion on the provincial grant threshold for homeowner grants, the Board agreed to invite BC Assessments to appear as a delegation at an upcoming meeting to provide an overview of the assessment process and to address the difference between assessments and approvals.

SEEKING GRANT FOR \$1,175,238
The Board has directed staff to apply for a grant to fund West Bamfield Submarine Transmission Line replacement through the Investing in Canada Infrastructure Program.

EARTH WEEK CHALLENGE ACCEPTED
The Board authorized the ACRD to participate in the Inter-Governmental Earth Week Challenge again in 2022.

INTRODUCTION TO NEW STAFF
General Manager of Administrative Services Wendy Thomson introduced the ACRD's new Communications Coordinator, Heather Thomson. She can be reached at hthomson@acd.bc.ca.

Have your say! - The ACRD is inviting the public to participate in a consultation meeting to discuss the 2022 to 2026 Financial Plan on Wednesday, February 23, 2022 at 1:30 pm in the ACRD Boardroom / Zoom.
For more information, go to www.acrd.bc.ca/finance.

UPCOMING MEETINGS

Input on upcoming meetings may be emailed to: responses@acd.bc.ca

Board of Directors - February 9, 1:30 pm, followed by the Regional Hospital District; ACRD Boardroom/Zoom
Committee of the Whole (Grant-in-Aid application considerations) - February 10, 10 am; ACRD Boardroom/Zoom
Committee of the Whole (Financial Plan & Budget) - February 16, 1:30 pm; ACRD Boardroom/Zoom
Budget Deliberations (if necessary) - February 23, 10:00 am; ACRD Boardroom/Zoom
Board of Directors - February 23, 1:30 pm; ACRD Boardroom/Zoom
AV & Bamfield Services - February 24, 10 am; ACRD Boardroom/Zoom
Electoral Area Directors - February 24, 1:30 pm; ACRD Boardroom/Zoom

BOARD OF DIRECTORS

Chair: John Jack
Huu-ay-aht First Nations

Vice-Chair: John McNabb
Electoral Area "E" Beaver Creek

Director Bob Beckett
Electoral Area "A" Bamfield

Director Tanya Shannon
Electoral Area "B" Beaufort

Director Ket Roberts
Electoral Area "C" Long Beach

Director: Penny Cote
Electoral Area "D" Sproat Lake

Director Dianne Bodnar
Electoral Area "F" Cherry Creek

Mayor Sharie Minions
City of Port Alberni

Councillor Ron Corbell
City of Port Alberni

Councillor Tom Stere
District of Tofino

Councillor Rachelle Cole
District of Ucluelet

Councillor Kirsten Johnsen
Towash Nation

Councillor Wilfred Coates
Uchuckeseht Tribe
Government

Councillor Alan McCarthy
Yuulu?i?at?i? Government

For more information, agendas for meetings, and official minutes from the Board of Director meetings, visit the ACRD Website (www.acrd.bc.ca) or contact the General Manager of Administrative Services at 250-720-2700 or e-mail whomson@acd.bc.ca.

250-720-2700 www.acrd.bc.ca 3008 Fifth Ave. @ACRDgov



Wednesday, February 2, 2022
7:00pm→ Industrial Heritage Centre
Minutes

b. Chamber of Commerce

- i. We are redeveloping our Strategic Plan. Two of the three sessions are now complete. Very thorough process – kudos to Theresa Kingston who is leading us through this.
- ii. Our Shop Local program was rated by many as excellent. We provided 31 people with significant prize winnings over the course of the program. Twenty-seven of them won \$500.00 gift card packages (that we purchased) and the other four won staycation packages in our area including Tofino/Ucluelet.
- iii. We applied for youth funding in January and hope to learn of success from the application. We also applied for the annual program offered through the ACRD and hope that they too will support our initiatives.
- iv. We are doing some research on the effects of the Safe Injection site on the businesses nearby to it and look to have some summary reports available to our Board in the coming days/weeks.
- v. The other program that concluded in early January was the Business Recovery one that we worked alongside the city with under an agreement with ICET. We can report that our efforts resulted in more than \$400,000.00 being accessed by businesses in the community. The number could be far higher.
- vi. We advocated for the reopening of fitness centres in the province and are pleased that our efforts along with those of many resulted in success.

c. McLean Mill

- i. On February 1 we presented a cheque for just under \$11,000.00 to the BC Children's Hospital Foundation via monies raised by us during the Heritage Christmas Village.
- ii. We completed a full inventory at the MM and the VC in early January. Our results are considered good. We are comfortable in our operations and believe that our systems are working well.
- iii. We met with City staff last week in preparation for a Committee of the Whole meeting that we'll be presenting at on February 22.
- iv. We have encouraged Anita to take some well-deserved time off during January and at present we don't expect to reopen our gift shop or other revenue areas until later in March.
- v. Due to the ongoing concerns of our clients about the ALR matter, we have refunded deposits and cancelled six wedding events that were scheduled for the summer/fall of 2022. We look forward to learning of the ALC decision soon.



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- d. Maritime Heritage Society
 - i. Lighthouse Roof – This iconic Port Alberni waterfront building is now over 20 years old and while it has been well maintained it is showing its age. The roof began leaking in several spots this winter. Kudos to Javen Simon Roofing who were able to make emergency repairs even in the recent poor weather. A completely new roof is required with quotes to undertake the work being in the vicinity of \$15,000. Applications for funding assistance with this important project to the City, ACRD and PAPA are underway.
 - ii. Watermain Repairs – The Gallery and Lighthouse are now reopened after recent closure due to frozen pipes under the causeway. Thanks to Mike Carter and the Port Authority for their great work in getting things repaired. We still have some minor repair to undertake in the Lighthouse plumbing but are generally back to normal.
 - iii. Edna Cox – A plaque in Edna's memory has been created and is now at the Gallery.
 - iv. Tsunami Exhibit – Major progress was made on the 1964 Tsunami Exhibit at the Gallery. Thanks to David Cox and Kirsten Smith and Amy Vandal from the AV Museum for their work on this.
 - v. Radar Artefact - this old technology was donated recently thanks to Ann Bainbridge and her family. Thanks also to Geo Monruffet for refurbishing this unit for our display.
 - vi. Open Hours - we are open Thursday – Sunday, 11 am – 4 pm. Vaccination passport protocol & masks are mandatory. Stop in at the Gallery to see the Tsunami exhibit and renew your membership this week!
- e. Community Arts Council
 - i. Rollin Art Centre hours are Tuesday through Saturday 11 a.m. to 4 p.m. We reopen to the public February 1, 2022.
 - ii. CURRENT EXHIBIT
February 1 – 26, 2021, Sarah Williams. Watercolours, mixed media, and acrylic paintings.
 - iii. CELTIC CHAOS
This event was to have run on Sunday, March 13, 2022, 2pm at the Capitol Theatre. However, due to restricted attendance possibilities because of Covid-19 and uncertainties around the virus, we have decided to postpone it. It is a fundraiser for us, so we'd like to be able to maximize its value.
 - iv. AGM
Thursday, February 24, 2022, via Zoom. All are welcome.



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v. STRATEGIC PLANNING

We've held two sessions so far and made good progress. We'll begin soon to flesh out our next steps.

vi. SPRING CLEANING

Thursday, January 27 we spent a several hours cleaning out our ground floor to see if it could be easily cleaned up to hold workshops. The jury is still out.

vii. GARDENS

We are working on a plan to split out the garden duties into lawn care, weeding, trimming, leaf blowing, etc. and are looking to hire people to carry out the specific duties or a combination therefore. Suggestions and recommendations are welcomed.

f. School District

- i. No functional closures so far in SD70 – the district has comprehensive 'functional closure' plans in place. If the district experiences excessive staff or student absences the district will contact the regional COVID 19 Response Team and the Medical Health Officer to work through any concerns or challenges. Currently, student absences remain higher than average but much of the absences continue to be parents being cautious or diligent about monitoring symptoms. This makes it difficult for teachers to keep an entire class moving forward, and many teachers have turned to the SD70 Pacific Rim app to keep learners connected.
- ii. Sporting events are not permitted by the PHO; hence, Totem was cancelled again this year.
- iii. Feb 1 is the first registration day for students for the 2022/23 school year.
- iv. The Superintendent search is continuing with over 26 meetings with stakeholders complete and another 2-3 to be determined. The Board also continues with regular meeting with Dr. Elder to keep informed of the progress and review the themes of his discussion.
- v. The District Resources Teacher, Sandra McCauley, provided a gathering for Kindergarten Teachers to explore the CORE Competencies in Kindergarten classes.
- vi. SD70 Pacific Rim Children and Families hosted Jan 19 a learning session for Early Care and Learning Professionals with Physiotherapist, Stephanie Linning on 'gross motor skills in young children.

g. City Council

- i. Association of Vancouver Island and Coastal Communities Resolution Notice & Submission Process Council identified three resolutions for submission to the 2022 AVICC convention pertaining to:



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1. Increased resources for Health Canada to manage Local Government challenges related to Cannabis regulations;
 2. Minimal barrier shelter standards; and
 3. BC Ambulance Service, advanced life support paramedic services for remote locations.
- ii. City Council approved three development applications for high-density projects representing 110 new units at Anderson Ave., 12th Ave., and Woodland Crescent. These add to the tax base, and do not tax City infrastructure. In addition, no extension of roadways or pipes since they are infill developments.
 - iii. Local community groups have come together to beautify the lot at the corner of 10th Ave. and Redford St. This project is supported by SunCor, the City of Port Alberni, and the San Group. The Alberni Valley Community Forest contributed \$10,000 to the lot, which has been vacant for almost a decade.
 - iv. The City has started work toward a major rewrite of the Official Community Plan, a document which lays the foundation for community building and how expansion should occur; the last OCP was completed in 2007. The project is expected to be a six-month process.
 - v. January 24: Committee of the Whole meeting to discuss Five Year Financial Plan 2022 – 2026 → Director of Finance to introduce the City's Draft Five-Year Financial Plan 2022 – 2026
 1. At present, staff is projecting a residential tax increase of 4.97% Council will be meeting to find ways to reduce this. Dates for future meetings:

Date	Meeting	Purpose
January 24, 2022	CoW	Director of Finance to present and summarize the City's proposed Five-Year Financial Plan
January 31, 2022	RCM	Council to consider First Reading "City of Port Alberni 2022 – 2026 Financial Plan Bylaw No. 5045, 2022"
February 14, 2022	RCM	Staff to formally respond to comments and/or questions from previous CoWs and RCMs
February 22, 2022	CoW	Opportunity for an informal exchange between members of the Committee, staff and members of the public
March 7, 2022	CoW	E-Town Hall Expanding on public engagement by providing an electronic platform for the public to submit questions/comments specific to the draft plan
March 14, 2022	RCM	Council to consider Second Reading "City of Port Alberni 2022 – 2026 Financial Plan Bylaw No. 5045, 2022"
March 28, 2022	RCM	Council to consider Third Reading "City of Port Alberni 2022 – 2026 Financial Plan Bylaw No. 5045, 2022"
April 11, 2022	RCM	Council to consider Final Adoption "City of Port Alberni 2022 – 2026 Financial Plan Bylaw No. 5045, 2022"



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- h. Historical Society
 - i. Volunteers are in the Archives Tues – Thurs, 10 am – 3 pm. Only phone or email inquiries are being accepted at this time.
 - ii. We arranged with the Museum to have 1 volunteer & 1 local researcher (fully vaccinated) in the Archives on a Friday, when no other volunteer was in. Two researchers were in looking up flying/aeroplanes in the Alberni Skies. One researcher in looking at our records on ships in the Alberni Canal. Should make for two wonderful books in the future.
 - iii. Requests via email are still arriving. This keeps a couple of our volunteers busy. Also, our article on Facebook continues every week.
 - iv. A big thank you to all our volunteers who keep the Archives “going”.
- i. Industrial Heritage Society
 - i. Work continues on the fire safety plan at the IHS Centre
 - ii. Lowbed rewiring and inspection completed
 - iii. Farquhar steam tractor repairs completed. Technical Safety BC doing steam test on Friday
 - iv. Roundhouse clean-up progressing
 - v. Planning for Hayes 100th birthday truck show ongoing (August long weekend)
 - vi. Annual meeting postponed
- j. Community at Large
 - i. February events
 - 1. 3rd and 4th – Dog and Cat Teeth Cleaning at Bosley’s 9am-4pm
 - 2. 6th – Alberni Fish and Game Club – High Power Match
 - 3. 9th – What you need to know to become a Realtor – Fenton Group (online)
 - 4. 8-9-10th – Port Alberni Blood Services – Blood Donations – Best Western Barclay
 - 5. 27th – Alberni Fish and Game Club – Small Bore Match
- k. Museum
 - i. The Museum is offering a Family Day rock painting and Museum tour event
 - ii. Planning for the annual regional Heritage Fair is ongoing (May 2022)
 - iii. Museum staff continue to support the biennial Art Show (May 2022)
 - iv. Planning for travelling exhibits in 2022, 2023 and 2024 is ongoing
 - v. Programs have started again, including children’s programs, Pro-D Day camps, and planning for spring/summer offerings
 - vi. Staff have applied for the Young Canada Works grants for summer staff



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Minutes

- l. Hupacasath First Nation – no report
 - m. Tseshaht First Nation – no report
- 7. Next Meeting
 - a. Wednesday, March 2 → 7pm (Visitor Centre)
- 8. Adjourn
 - a. Moved by Pam to adjourn the meeting at 8:15pm.

COUNCILLOR ACTIVITY REPORT
PRESENTED BY COUNCILLOR RON PAULSON
March 9, 2022

1. February 24, 25, March 1 and 2/22 – Participated in CAO Candidate interview process.
2. February 28/22 – Attended the Audit Committee quarterly meeting at City Hall.
 - a. Reviewed Mayor and Council Travel and Development Expenses for the fourth quarter of 2021.
 - b. Received and reviewed reports:
 - i. General Fund Revenue as of December 31/21.
 - ii. General Fund Expenses as of December 31/21.
 - iii. Sewer fund Revenue and Expenses as of December 31/21.
 - iv. Water Fund Revenue and Expenses as of December 31/21.
 - v. Capital Projects – All funds as of December 31/21. A slight change for information on this category was suggested – that each project could have a projected start and finish date to give a snapshot of where and when these funds may be expended.
 - c. Received and reviewed the vendor cheque register report.
 - d. Received Investment Portfolio Review from Raymond James.
3. March 3/22 – Attended the Alberni Valley Learning Council Meeting via ZOOM.
 - a. Marcie Dewitt presented an overview of the Alberni Clayoquot Health Network Poverty Reduction Action Plan.
 - b. Received round table updates from all participants.
 - i. Shelter Society – Food processing course offered. Farm Program continues.
 - ii. Community Arts – Looking to host more events as COVID-19 restrictions lift.
 - iii. North Island College – Advanced Marine Training, Greenhouse Growing, Heavy Equipment Operator, Seafood Processing (at The Dock facility) are all new programs to be offered.
 - iv. SD 70 – 21 students taking full time trades courses, 100 students year to year doing work experience.
 1. New Superintendent search in progress.
4. March 1/22 – Attended the Alberni Clayoquot Continuing Care Society directors Meeting
 - a. All bargaining/collective agreements are due this year.
 - b. COVID-19 outbreaks in Echo Village and Fir Park are over but visitor restrictions remain in place for the foreseeable future.
 - c. Received the Executive Director's Report and Departmental Reports.
 - d. Received the Financial Report.
 - e. The ACCCS Annual General Meeting is scheduled for Tuesday, June 28/22.
5. March 4/22 – Attended the "Innovation Economy" panel discussion hosted by Douglas Magazine.
 - a. Roundtable discussion with panelists from various sectors of the Alberni Valley Economy. Discussion of the present values and new and exciting opportunities for the community moving forward.
6. March 7/22 – Attended the 2022 Budget E-town hall meeting in City Hall Council Chambers.

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