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**AGENDA - REGULAR MEETING OF COUNCIL**  
**Monday, September 28, 2020 @ 2:00 PM**  
**Via Video-Conference**

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*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 [www.portalberni.ca](http://www.portalberni.ca) or contact the Director of Corporate Services at 250.720.2823 or by email [twyla\\_slonski@portalberni.ca](mailto:twyla_slonski@portalberni.ca) or the Deputy City Clerk at 250.720.2822 or by email [sara\\_darling@portalberni.ca](mailto:sara_darling@portalberni.ca)*

*Members of the public who wish to provide input regarding agenda items may continue to submit written comments and questions by email to [council@portalberni.ca](mailto:council@portalberni.ca), mail, or drop off at City Hall before 12:00 noon on the meeting day. Please include your name and address on public input/questions for identification purposes.*

*Those who wish to provide public input/questions in real time [by joining Council's virtual meeting], you must contact the Clerk's Department **no later than 9:00 am on the day of the meeting** to discuss in-person participation details/requirements.*

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**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 City Clerk.
4. Notice of Video Recording (live-streaming and recorded/broadcast on YouTube)

*That the agenda be approved as circulated.*

**B. ADOPTION OF MINUTES - Page 6**

1. Special Meeting held at 9:30 am and Regular Council Meeting held at 2:00 pm on September 14, 2020.

**C. PUBLIC INPUT PERIOD**

*An opportunity for the public to address Council on topics relevant to City Council. A maximum of four [4] speakers/submissions will be accommodated.*

**D. DELEGATIONS**

1. **AV Chamber of Commerce** - Page 18  
Bill Collette in attendance to present to Council information on the proposed Port Alberni Welcome Signage.

**E. UNFINISHED BUSINESS**

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*Includes items carried forward from previous Council meetings.*

**F. STAFF REPORTS**

*Members of the public may be recognized by Council to speak to a report if the report is a response to their correspondence or an application [currently suspended due to COVID-19].*

**1. Accounts**

*THAT the certification of the Director of Finance dated September 28, 2020, be received and the cheques numbered \_\_\_\_\_ to \_\_\_\_\_ inclusive, in payment of accounts totalling \$ \_\_\_\_\_, be approved.*

**2. Manager of Planning – Development Variance Permit – 4191 Bute Street - Page 19**  
Report dated September 17, 2020 from the Manager of Planning requesting Council's consideration of issuance of a Development Variance Permit at 4191 Bute Street.

**Mayor** to invite the Manager of Planning to provide background information pertaining to this application and advise if any correspondence and/or late correspondence has been received.

**The Mayor** to invite any questions from Council.

*THAT the City Council authorize the issuance of Development Variance Permit No. 105, to vary Zoning Bylaw 4832 as follows:*

*Vary 'Section 6.12.2 Projections', to allow a projection over 75% (0.6 metres) of the required side yard (0.8 metres) for a variance of 25% (0.2 metres) for development on land legally described as Lot 1, District Lot 1, Alberni District, Plan VIP81030 (PID: 026-679-043) and located at 4191 Bute Street.*

**3. Chief Administrative Officer – Connect the Quays - Page 32**

Report dated September 21, 2020 from the Chief Administrative Officer requesting Council direction in submitting applications for funding the City's Connect the Quays Pathway project and to authorize an amendment to the City's Financial Plan Bylaw.

- a. *That Council direct that an application be submitted to the Investing in Canada Infrastructure Program – British Columbia - Community, Culture and Recreation [CCR] Program for \$2.5 million to complete the Connect the Quays Pathway project.*
- b. *That Council direct that an application be submitted to the Investing in Canada Infrastructure Program – British Columbia – Rural and Northern Communities [RNC] Program for \$2.5 million to complete the Connect the Quays Pathway project.*

- c. *That Council authorize staff to amend the City's "Five Year Financial Plan Bylaw 2020 – 2024, Bylaw No. 5003" to include \$4,511,821 in City funding in 2021 for the Connect the Quays Pathway project.*

**4. Director of Corporate Services - VI Economic Summit – October 27 & 29, 2020 –**

Page 36

Report dated September 21, 2020 from the Director of Corporate Services requesting that Council authorize Councillor Haggard and Councillor Paulson to participate in the 14<sup>th</sup> Annual Vancouver Island Economic Summit.

*THAT Council authorize Councillors Haggard and Paulson to participate in the 14<sup>th</sup> Annual Vancouver Island Economic Summit [VIES] – The 'State of the Island' Economic Summit taking place October 27 – 29, 2020 [virtually].*

**G. BYLAWS**

*Bylaws are required for the adoption of regulations, financial plans, changes to land use policy and to approve borrowing.*

**1. Manager of Planning – Proposed Zoning Bylaw Amendments – 4202 and 4238 8<sup>th</sup> Avenue – Page 38**

Report dated September 17, 2020 from Manager of Planning requesting third reading and final adoption "Zoning Bylaw Map Amendment No. 35 (4202 and 4238 8<sup>th</sup> Avenue – de Beeld), Bylaw No. 4993" and "Zoning Text Amendment No. T22 (Site Specific Uses – RM3 High Density Multiple Family Residential), Bylaw No. 4994".

- a. *THAT "Zoning Bylaw Map Amendment No. 35 (4202 and 4238 8<sup>th</sup> Avenue - de Beeld), Bylaw No. 4993", be read a third time.*
- b. *THAT "Zoning Bylaw Map Amendment No. 35 (4202 and 4238 8<sup>th</sup> Avenue - de Beeld), Bylaw No. 4993", be now finally adopted, signed by the Mayor and Clerk, and numbered 4993.*
- c. *THAT "Zoning Text Amendment No. T22 (Site Specific Uses – RM3 High Density Multiple Family Residential), Bylaw No. 4994", be read a third time.*
- d. *THAT "Zoning Text Amendment No. T22 (Site Specific Uses – RM 3 High Density Multip Family Residential), Bylaw No. 4994", be now finally adopted, signed by the Mayor and Clerk, and numbered 4994.*

**2. Manager of Planning - Proposed Official Community Plan Bylaw and Zoning Bylaw Amendments – City Wide – Cannabis Cultivation and Processing - Page 51**

Report dated September 22, 2020 from the Manager of Planning requesting third reading of "Official Community Plan Amendment No. T5 (Cannabis Cultivation – Development Permit Area Regulations), Bylaw No. 5012" and "Zoning Bylaw Text Amendment No. T25 (Cannabis Cultivation), Bylaw No. 5013".

- a. *THAT the report of the Public Hearing held September 14, 2020 regarding Bylaw No.'s 5012 & 5013 be received.*
- b. *THAT "Official Community Plan Amendment No. T5 (Cannabis Cultivation – Development Permit Area Regulations), Bylaw No. 5012", be read a third time.*
- c. *THAT "Zoning Bylaw Text Amendment No. T25 (Cannabis Cultivation), Bylaw No. 5013", be read a third time.*

**3. Deputy Director of Finance – 2021 Permissive Tax Exemption Bylaws 4997-1 and 4998-1 – Approval of Bylaw and Amended - Page 68**

Report dated September 22, 2020 from the Deputy Director of Finance providing for Council's consideration of "Permissive Tax Exemptions Bylaw, 2020, Amendment No. 1, Bylaw No. 4997-1" and "Places of Public Worship Exemption, Amendment No. 1, Bylaw No. 4998-1".

- a. *THAT "Permissive Tax Exemptions Bylaw, 2020, Amendment No. 1, Bylaw No. 4997-1" be now introduced and read a first time.*
- b. *THAT "Permissive Tax Exemptions Bylaw, 2020, Amendment No. 1, Bylaw No. 4997-1" be read a second time.*
- c. *THAT "Permissive Tax Exemptions Bylaw, 2020, Amendment No. 1, Bylaw No. 4997-1" be read a third time.*
- d. *THAT "Places of Public Worship 2020, Amendment No. 1, Bylaw No. 4998-1" be now introduced and read a first time.*
- e. *THAT "Places of Public Worship 2020, Amendment No. 1, Bylaw No. 4998-1" be and read a second time.*
- f. *THAT "Places of Public Worship 2020, Amendment No. 1, Bylaw No. 4998-1" be read a third time.*

**H. CORRESPONDENCE FOR ACTION**

*Correspondence addressed to the Mayor and Council by an identifiable citizen included on an agenda is correspondence asking for a specific request of Council and the letter writers will be provided a response.*

**I. PROCLAMATIONS**

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**J. CORRESPONDENCE FOR INFORMATION**

*Correspondence found here provides information to Council and does not make a specific request. It may also include correspondence that may not be relevant to City services and responsibilities.*

**K. REPORT FROM IN-CAMERA**

**L. COUNCIL REPORTS**

**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.*

**N. QUESTION PERIOD**

*An opportunity for the public and the press to ask questions of Council.*

**O. ADJOURNMENT**

*That the meeting adjourn at      PM*

**MINUTES OF THE SPECIAL MEETING OF COUNCIL  
FOR THE PURPOSE OF ESTABLISHING AN IN-CAMERA MEETING  
MONDAY, SEPTEMBER 14, 2020 @ 9:30 AM  
In City Hall Council Chambers – 4850 Argyle Street, Port Alberni, BC**

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

**Staff:** T. Pley, CAO  
D. Hartwell, City Clerk  
A. McGifford, Director of Finance  
T. Slonski, Deputy Clerk

Call to Order: @ 9:30 am

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

- Section 90(1)(a)** personal information about identifiable individuals who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- Section 90(1)(e)** the acquisition, disposition or expropriation of land or improvements and where the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- Section 90(1)(g)** litigation or potential litigation affecting the municipality;
- Section 90 (1) (k)** negotiations and related discussion respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;

The meeting was terminated at 12:45 p.m.

CERTIFIED CORRECT

\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
City Clerk

**MINUTES OF THE REGULAR MEETING OF COUNCIL**  
**Held Monday, September 14, 2020 @ 2:00 PM**  
**Via Video Conferencing [Zoom Platform]**

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

**A. CALL TO ORDER & APPROVAL OF THE AGENDA**

*The meeting was called to order at 2:00 pm.*

*MOVED and SECONDED, THAT the agenda be approved as printed and circulated.*

**CARRIED**

**B. ADOPTION OF MINUTES**

*MOVED AND SECONDED, THAT the minutes of the Special Meeting held at 9:15 am, Regular Council Meeting held at 2:00 pm on August 10, 2020 and Special Meeting held at 8:00 am on August 17, 2020 be adopted.*

**CARRIED**

**C. PUBLIC INPUT PERIOD**

**D. DELEGATIONS**

**1. Port Alberni Shelter Society**

John Douglas presented to Council a proposal to 'green' the former Petro-Canada site on the corner of 10<sup>th</sup> Avenue and Redford Street.

**R20-205** *MOVED AND SECONDED, THAT Council direct staff to work with representatives of the Shelter Society in implementing a greening initiative on the former Petro-Canada site at the corner of 10<sup>th</sup> Avenue and Redford Street.*

**CARRIED**

**2. Vancouver Resource Society**

Representatives of the Vancouver Resource Society [VRS] introduced themselves to Council and presented material on the scope of the seniors housing project they are proposing for the Anderson Hill development [4000 Burde Street].

**E. UNFINISHED BUSINESS**

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**F. STAFF REPORTS**

**1. Accounts**

*MOVED AND SECONDED, THAT the certification of the Director of Finance dated September 14, 2020, be received and the cheques numbered 146589 to 146799 inclusive, in payment of accounts totalling \$1,903,158.72 be approved.*

**CARRIED**

**2. Chief Administrative Officer – Appointment of Director of Corporate Services**

**R20-206**

*MOVED AND SECONDED, THAT Council appoint Twyla Slonski as Director of Corporate Services and assign the responsibility of corporate administration for the City of Port Alberni to Ms. Slonski in accordance with s.148 of the Community Charter [CC] effective September 28, 2020.*

**CARRIED**

**3. Director of Finance – Audit Committee Report**

*MOVED AND SECONDED, THAT Council receive the report from the Director of Finance titled “Audit Committee” meeting follow up – August 10, 2020.*

**CARRIED**

**4. Director of Finance – Audit Committee Draft Terms of Reference**

**R20-207**

*MOVED AND SECONDED, THAT Council receives, reviews, and approves the recommended Audit Committee – Terms of Reference [ToR] dated for reference September 4, 2020 and attached to this report.*

**CARRIED**

**5. Director of Finance – Permissive Tax Exemption 2021 – Amendment Requests**

**R20-208**

*MOVED AND SECONDED, THAT Council direct staff to proceed with amendments to the City’s Permissive Tax Exemption Bylaw for organizations whose revenue streams from food and/or liquor sales have been impacted by COVID-19 as outlined in the September 8, 2020 report.*

**CARRIED**

**6. Director of Finance – Accounts Receivables Interest and Bylaw Ticketing Collection**

**R20-209**

*MOVED AND SECONDED, THAT Council authorize staff to extend the authorization to waive the interest provisions within all lease agreements held by the City until the end of October 2020 and direct staff to establish a reasonable payment schedule by the end of November.*

**CARRIED**

**R20-210**

*MOVED AND SECONDED, THAT Council amend the direction to cease all transfers of outstanding amounts to collections until the end of 2020, by adding the exclusion of bylaw ticketing offences.*

**CARRIED**

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- 7. Director of Finance – Three-Stream Solid Waste Collection Services**  
**R20-211** *MOVED AND SECONDED, THAT Council supports a three-stream solid waste collection service to include recycling, organics and garbage by the City's automated trucks, and direct staff to work with the Alberni-Clayoquot Regional District to negotiate the required contract(s) for the service delivery.*  
**CARRIED**
- 8. City Clerk - Alberni Brewing Company – Application for Lounge Endorsement – 4630 Adelaide Street**  
**R20-212** *MOVED AND SECONDED, THAT Council for the City of Port Alberni support the application for a Lounge Endorsement for Alberni Brewing Company located at 4630 Adelaide Street and forward the report from the City Clerk dated September 9, 2020 to the Liquor and Cannabis Regulation Branch (LCRB).*  
**CARRIED**
- 9. Manager of Community Safety – 3118 3<sup>rd</sup> Avenue [Harbourview Apartments] – Remedial Action**  
**R20-213** 1. *MOVED AND SECONDED, THAT Council, pursuant Sections 72 and 73 of the Community Charter, considers that the property at 3118 3<sup>rd</sup> Avenue and having a legal description of: LT 9 BLK 73 DL 1 ALD PL VIP197 & LT 8 BLK 73 DL1 ALD PL VIP197 (the "Property") is in an unsafe condition and that the structure on the Property (the "Structure") contravenes the BC Building Code and the Port Alberni Building Standards Bylaw No. 4975, 2018;*  
**CARRIED**
- R20-214** 2. *MOVED AND SECONDED, THAT Council, pursuant to Sections 72 and 74 of the Community Charter, declares that the Structure and the discarded materials and refuse about the Structure on the Property are a nuisance and are so dilapidated and unclean as to be offensive to the community;*  
**CARRIED**
- R20-215** 3. *MOVED AND SECONDED, THAT Council, pursuant to Section 72, 73 and 74 of the Community Charter, resolves that:*  
*a. Folded Hills Farms, being the registered owner of the Property (the "Owner"), is hereby required to:*  
*i. carry out the following work within 30 days of the date that notice of this Resolution is sent to the Owner:*  
*1. Repair the exterior walls of the Structure, including coping and flashing, to restore the integrity of the building envelope to a condition sufficient to protect the Structure from the weather and from infestations of insects, rodents and other pests, including without limitation by:*  
*a. remediating any holes, breaks, loose or rotting boards or timbers and any other condition which might permit the entry of insects,*

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- rodents or other pests to the interior of the walls or the interior of the Structure;*
- b. Applying paint, stain or other protective coating to the exterior walls so as to adequately protect them against deterioration;*
- 2. Repair downspouts in such a manner as to control drainage so that runoff to neighbouring properties and access ways is eliminated;*
  - 3. Replace all broken or missing handrailing's on staircases;*
  - 4. Remove or permanently cover all graffiti from the exterior of the Structure;*
  - 5. Replace all broken, cracked or otherwise compromised exterior windows to a weathertight condition which operates to provide light and ventilation;*
  - 6. Replace or repair all damaged, decayed or deteriorated window sashes, window frames and casings;*
  - 7. Replace or repair all exterior doors of the Structure so that they are weathertight, operational, fit tightly within their frames when closed, and locked so as to prevent entry, with at least one entrance door capable of being locked from both inside and outside;*
  - 8. Replace or repair all interior entrance doors and door frames for each unit and provide locking door knobs.*
  - 9. Replace or repair the roof of the Structure to a watertight condition with no leaks;*
  - 10. Replace or repair all fire escapes, stairs, balconies and porches to a safe and clean condition free from rot, holes, cracks, excessive wear and warping, or hazardous obstructions; and*
  - 11. Replace or repair all fire protections systems, heat detections, smoke detections, fire alarms, fire extinguishers, sprinkler systems, exit signs, emergency lighting, fire separations and means of egress required by the BC Building Code and BC Fire Code to a functional and unobstructed condition.*
  - 12. Remove and properly dispose of all refuse from the interior and exterior common spaces of the Property, including food waste, combustibles, non-combustibles, furniture, appliances, tires, construction waste, stripped or wrecked automobiles, trucks, trailers, boats, vessels or machinery; parts or components of any of the aforementioned, to an appropriate disposal site;*
  - 13. Empty, clean and repair the garbage disposal bins on the Property;*
  - 14. Eliminate all rodents, vermin and insects from the Structure;*
  - 15. Permanently remove all objects placed, stored, or maintained upon any balcony, hallways, or entrance way which may interfere with access or egress to or from the Building in case of fire or other emergency.*
  - 16. Prepare a Fire Safety Plan in cooperation with Port Alberni Fire Department.*

**CARRIED**

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**Compliance & Reconsideration Notice Time Limit Recommendations:**

- R20-216** 4. *MOVED AND SECONDED, THAT Council, pursuant to Section 78 of the Community Charter, direct staff to advise the Owner that the Owner may request that Council reconsider this Resolution by providing written notice within 14 days of the date on which notice of the Remedial Action Requirement was sent to the Owner.*

**CARRIED**

**Municipal Action at Defaulter's Expense:**

- R20-217** 5. *MOVED AND SECONDED, THAT Council, pursuant to Section 17 of the Community Charter, authorizes City staff to carry out any requirement set out in Paragraph 2 of this Resolution which the Owner fails to complete within the time permitted by this Resolution, and to recover the cost of carrying out such requirement from the Owner as a debt.*

**CARRIED**

**10. Manager of Community Safety – 5170 Argyle Street [Port Pub] – Remedial Action**

- R20-218** 1. *MOVED AND SECONDED, THAT Council, pursuant Sections 72 and 73 of the Community Charter, considers that the property at 5170 Argyle St and having a legal description of: LT 24 BLK 86 DL 1 ALD PL VIP197 & LT 23 BLK 86 DL1 ALD PL VIP197 (the "Property") is in an unsafe condition and that the structure on the Property (the "Structure") contravenes the BC Building Code and the Port Alberni Building Standards Bylaw No. 4975, 2018;*

**CARRIED**

- R20-219** 2. *MOVED AND SECONDED, THAT Council, pursuant to Sections 72 and 74 of the Community Charter, declares that the Structure and the discarded materials and refuse about the Structure on the Property are a nuisance and are so dilapidated and unclean as to be offensive to the community;*

**CARRIED**

- R20-220** 3. *MOVED AND SECONDED, THAT Council, pursuant to Section 72, 73 and 74 of the Community Charter, resolves that:*
- a. 8899 Holdings Ltd., being the registered owner of the Property (the "Owner"), is hereby required to:*
    - i. carry out the following work within 30 days of the date that notice of this Resolution is sent to the Owner:*
      - 1. Repair the exterior walls of the Structure, including coping and flashing, to restore the integrity of the building envelope to a condition sufficient to protect the Structure from the weather and from infestations of insects, rodents and other pests, including without limitation by:*
        - a. remediating any holes, breaks, loose or rotting boards or timbers and any other condition which might permit the entry of insects,*

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- rodents or other pests to the interior of the walls or the interior of the Structure;*
- b. Applying paint, stain or other protective coating to the exterior walls so as to adequately protect them against deterioration;*
- 2. Remove or permanently cover all graffiti from the exterior of the Structure;*
  - 3. Replace all broken or missing handrailings on staircases;*
  - 4. Replace all broken, cracked or otherwise compromised exterior windows to a weathertight condition which operates to provide light and ventilation;*
  - 5. Replace or repair all damaged, decayed or deteriorated window sashes, window frames and casings;*
  - 6. Replace or repair all exterior doors of the Structure so that they are weathertight, operational, fit tightly within their frames when closed, and locked so as to prevent entry, with at least one entrance door capable of being locked from both inside and outside;*
  - 7. Replace or repair all interior entrance doors and door frames for each unit and provide locking door knobs.*
  - 8. Replace or repair the roof of the Structure to a watertight condition with no leaks;*
  - 9. An engineer or architect must attend, inspect and sign off on the replacement and repair of the fire safety and exit issues;*
  - 10. Replace or repair all fire escapes, and stairs to a safe and clean condition free from rot, holes, cracks, excessive wear and warping, or hazardous obstructions;*
  - 11. Have licensed electrician inspect and repair all electrical;*
  - 12. Have a licensed plumber repair the communal washroom on the second floor, repair communal shower, hot water tank and washroom on first floor;*
  - 13. Replace or repair all fire protections systems, heat detections, smoke detections, fire alarms, fire extinguishers, sprinkler systems, exit signs, emergency lighting, fire separations and means of egress required by the BC Building Code and BC Fire Code to a functional and unobstructed condition.*
  - 14. Remove and properly dispose of all refuse from the interior and exterior common spaces of the Property, including food waste, combustibles, non-combustibles, furniture, appliances, tires, construction waste, stripped or wrecked automobiles, trucks, trailers, boats, vessels or machinery; parts or components of any of the aforementioned, to an appropriate disposal site;*
  - 15. Designate a space or area for daily refuse on premises and not in emergency egress areas;*
  - 16. Eliminate all rodents, vermin and insects from the Structure;*

17. *Permanently remove all objects placed, stored, or maintained upon any hallways, or entrance way which may interfere with access or egress to or from the Building in case of fire or other emergency, including all access areas on the Property; and*
18. *Prepare a Fire Safety Plan in cooperation with Port Alberni Fire Department.*

**CARRIED**

***Compliance & Reconsideration Notice Time Limit Recommendations:***

- R20-221** 4. *MOVED AND SECONDED, THAT Council, pursuant to Section 78 of the Community Charter, direct staff to advise the Owner that the Owner may request that Council reconsider this Resolution by providing written notice within 14 days of the date on which notice of the Remedial Action Requirement was sent to the Owner.*
- CARRIED**

***Municipal Action at Defaulter's Expense:***

- R20-222** 5. *MOVED AND SECONDED, THAT Council, pursuant to Section 17 of the Community Charter, authorizes City staff to carry out any requirement set out in Paragraph 2 of this Resolution which the Owner fails to complete within the time permitted by this Resolution, and to recover the cost of carrying out such requirement from the Owner as a debt.*
- CARRIED**

- 11. Director of Parks, Recreation and Heritage – Re-lamping Multiplex**
- R20-223** *MOVED AND SECONDED, THAT Council authorize staff to amend the City's "Five Year Financial Plan Bylaw 2020 – 2024, Bylaw No. 5003" for the purpose of identifying funds for the replacement of the lighting systems at both rinks within the Multiplex at an estimated cost of \$330,000 in the 2021 calendar year with \$100,000 coming from Carbon Trust, and \$230,000 coming from the Parks and Recreation Reserve Fund.*
- CARRIED**

- 12. Director of Parks, Recreation and Heritage – Re-opening Aquatic Centre**
- R20-224** *MOVED AND SECONDED, THAT Council direct staff to re-open the Echo '67 Aquatic Centre in October 2020 following all required public health guidelines and facility safety plans.*
- CARRIED**

**G. BYLAWS**

- 1. Manager of Planning – Official Community Plan and Zoning Bylaw Amendments**
- MOVED AND SECONDED, THAT the report of the Public Hearing held August 10, 2020 regarding Bylaw No.'s 5006 & 5007 be received.*
- CARRIED**

**R20-225**      *MOVED AND SECONDED, THAT "Official Community Plan Amendment No. 30 (5269 Pineo Road – Murphy), Bylaw No. 5006", be read a third time.*  
**CARRIED**

**R20-226**      *MOVED AND SECONDED, THAT "Official Community Plan Amendment No. 30 (5269 Pineo Road – Murphy), Bylaw No. 5006", be now finally adopted, signed by the Mayor and Clerk, sealed with the corporate seal and numbered 5006.*  
**CARRIED**

**R20-227**      *MOVED AND SECONDED, THAT "Zoning Bylaw Amendment No. 39 (5269 Pineo Road – Murphy), Bylaw No. 5007", be read a third time.*  
**CARRIED**

**R20-228**      *MOVED AND SECONDED, THAT "Zoning Bylaw Amendment No. 39 (5269 Pineo Road – Murphy), Bylaw No. 5007", be now finally adopted, signed by the Mayor and Clerk, sealed with the corporate seal and numbered 5007.*  
**CARRIED**

**2.      Manager of Planning – Official Community Plan and Zoning Bylaw Amendments – 2170 Mallory Drive**

*MOVED AND SECONDED, THAT the report of the Public Hearing held September 8, 2020 regarding Bylaw No.'s 5009, 5010 and 5011 be received.*  
**CARRIED**

*MOVED and SECONDED, THAT Council defer consideration of further readings to Bylaw No.'s 5009, 5010 and 5011 until its Regular Meeting September 28, 2020.*  
**CARRIED**

**3.      Manager of Planning - Advisory Planning Commission  
Proposed Zoning Bylaw Amendment  
Applicant: Faithful Construction**

**R20-229**      1. *MOVED AND SECONDED, THAT "Zoning Map Amendment No. 41 (5381 Falls Street – Faithful Construction), Bylaw No. 5014" be now introduced and read a first time.*  
**CARRIED**

**R20-230**      2. *MOVED AND SECONDED, THAT "Zoning Map Amendment No. 41 (5381 Falls Street – Faithful Construction), Bylaw No. 5014" be read a second time.*  
**CARRIED**

**R20-231**      3. *MOVED AND SECONDED, THAT City Council waive the public hearing requirement for proposed "Zoning Map Amendment No. 41 (5381 Falls Street – Faithful Construction), Bylaw No. 5014 in accordance with section 464(2) of the Local Government Act (LGA), and provide public notice in accordance with section 467 of the LGA prior to consideration of third reading and final adoption of the bylaw.*  
**CARRIED**

*MOVED and SECONDED, THAT Council of the City of Port Alberni resolve to continue to meet past the hour of 5:00 pm., in accordance with Section 32 of "Council Procedures Bylaw, 2013, Bylaw No. 4830".*  
**CARRIED**

**4. Manager of Planning – Proposed Zoning Bylaw Amendments – 4202 and 4238 8<sup>th</sup> Avenue**

**R20-232** *MOVED AND SECONDED, THAT third reading of "Zoning Bylaw Map Amendment No. 35 (4202 and 4238 8<sup>th</sup> Avenue – de Beeld), Bylaw No. 4993, be rescinded.*  
**CARRIED**

**R20-233** *MOVED AND SECONDED, THAT third reading of "Zoning Text Amendment No. T22 (Site Specific Uses – RM3 – High Density Multiple Family Residential), Bylaw No. 4994", be rescinded.*  
**CARRIED**

**R20-234** *MOVED AND SECONDED, THAT City Council waive the public hearing requirement for proposed "Zoning Bylaw Map Amendment No. 35 (4202 and 4238 8<sup>th</sup> Avenue – de Beeld), Bylaw no. 4993" in accordance with section 464(2) of the Local Government Act (LGA), and provide public notice in accordance with section 467 of the LGA prior to consideration of further readings of the bylaw.*  
**CARRIED**

**H. CORRESPONDENCE FOR ACTION**

**1. D. Hamilton, Co-Chair, Community Action Team (CAT) Port Alberni**

*MOVED AND SECONDED, THAT the letter dated August 12, 2020 from D. Hamilton, Co-Chair, CAT requesting the City take on the role of facilitator of CAT, be received.*  
**CARRIED**

Mayor Minions declared a conflict of interest given ownership of a local restaurant, vacated the chair and left the meeting at 5:11 pm.

Councillor Poon declared a conflict of interest due to being a licensee of beverages and left the meeting at 5:11 pm

Acting Mayor Solda assumed the Chair at 5:12 pm

**2. BC Restaurant and Foodservices Association [BCRFA], Alliance of Beverage Licensees, BC Craft Brewers Guild and BC Wine Institute**

*MOVED AND SECONDED, THAT the August 26, 2020 letter from BCRFA, Alliance of Beverage Licensees, BC Craft Brewers Guild and BC Wine Institute requesting municipalities extend permissive licensing for restaurant, pub, bar, and brewery businesses around outdoor spaces, be received.*  
**CARRIED**

Mayor Minions and Councillor Poon returned to the meeting at 5:14 pm. Acting Mayor Solda vacated the chair and Mayor Minions assumed the chair at 5:15 pm.

**I. PROCLAMATIONS**

**1. Port Alberni Fire Department, Fire Prevention Office**

**R20-235** *MOVED AND SECONDED, THAT the letter dated August 27, 2020 from the Port Alberni Fire Department, Fire Prevention Office requesting that Council proclaim October 4 through October 10, 2020 as "Fire Prevention Week" in Port Alberni, be received and the week proclaimed as requested.*  
**CARRIED**

**2. Recycling Council of British Columbia**

**R20-236** *MOVED AND SECONDED, THAT the email dated August 11, 2020 from the Recycling Council of British Columbia requesting that Council proclaim October 19 through October 25, 2020 as "Waste Reduction Week" in Port Alberni, be received and the week proclaimed as requested.*  
**CARRIED**

**3. Port Alberni Association for Community Living (PAACL)**

**R20-237** *MOVED AND SECONDED, THAT the letter dated September 1, 2020 from the Port Alberni Association for Community Living (PAACL) requesting that Council proclaim the month of October 2020 as "Community Inclusion Month" in Port Alberni, be received and the month proclaimed as requested.*  
**CARRIED**

**4. Canadian Institute of Forestry / Resource Works Society**

**R20-238** *MOVED AND SECONDED, THAT the email dated September 3, 2020 from Resource Works Society and the Canadian Institute of Forestry requesting that Council proclaim the week of September 20 – 26, 2020 as "National Forest Week" in Port Alberni, be received and the week proclaimed as requested.*  
**CARRIED**

**J. CORRESPONDENCE FOR INFORMATION**

**1. Elections BC**

Letter dated August 26, 2020 advising of the next provincial general election and the development of protocols to safely administer voting during the COVID-19 pandemic.

**2. Minister Claire Trevena, Ministry of Transportation and Infrastructure**

Letter received August 18, 2020 from Minister Claire Trevena providing an update on the recent announcement of Federal and Provincial funding support for municipalities and transit services across Canada.

**K. REPORT FROM IN-CAMERA**

**L. COUNCIL REPORTS**

**1. Council and Regional District Reports**

*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**

*An opportunity for the public and the press to submit questions to Council via email [council@portalberni.ca] and to be read by the City Clerk.*

The City Clerk proceeded to read the following questions from Neil Anderson.

- Q1. Why has there never been any discussion or final report by Council on the concerns raised on the renovations of the Kingsway Hotel?
- Q2. Why did Councillor Poon not recuse herself from discussions today on the Port Pub issue as many of the issues applied to the Kingsway?

Councillor Poon left the meeting at 5:22 pm, declaring a conflict of interest, noting she is a corporate owner of 3202 Kingsway Avenue.

CAO T. Pley noted that unless otherwise directed by Council, a final report regarding this issue was not requested. Typically, Council is not advised of when and if stop work orders are issued. While Mr. Anderson may continue to have questions/concerns regarding the works at the Kingsway Hotel, perhaps Mr. Anderson would be best served by moving forward with a Freedom of Information request.

Councillor Poon returned to the meeting at 5:25 pm

The Deputy City Clerk proceeded to read congratulatory/farewell messages from Russell Dyson and Jake Martens acknowledging Davina Hartwell's long-term commitment/exceptional service and dedication to the City of Port Alberni and all the best in her retirement.

**O. ADJOURNMENT**

*MOVED and SECONDED, THAT the meeting adjourn at 5:30 PM*

**CARRIED**

CERTIFIED CORRECT

\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
City Clerk



**CONTACT INFORMATION:** (please print)

Full Name: Bill Collette Organization (if applicable): AV Chamber of Commerce  
Street Address: 2533 Port Alberni Hwy Phone: 250.724.6535  
Mailing Address: Port Alberni, BC, V9Y 8P2 Email: bill@albernichamber.ca

**MEETING DATE REQUESTED:** Monday, September 28

**PURPOSE OF PRESENTATION:** (please be specific)

Provide an overview of your presentation below, or attach a one-page (maximum) outline of your presentation:  
Present information on proposed Port Alberni Welcome Signage

Requested Action by Council (if applicable):

Approve and grant opportunity to proceed

Supporting Materials/PowerPoint Presentation: ☐ No ☒ Yes

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

**SIGNATURE(S):**

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

Signature: 

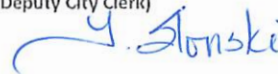
September 18, 2020

Date:

**OFFICE USE ONLY:**

Approved: (Deputy City Clerk)

Scheduled Meeting Date: Sept. 28th



Date Approved:

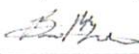


Applicant Advised:

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

Your personal information will not be released except in accordance with FOIPPA.

**ENTERED**  
D.I.

Date: September 17, 2020  
File No: 3090-20-DVP105  
To: Mayor & Council  
Subject: **Development Application - Development Variance Permit No. 105**  
4191 Bute Street - Lot 1, District Lot 1, Alberni District, Plan VIP81030 (PID: 026-679-043)

Prepared by:  B. McLoughlin, Dev Planner	Supervisor:  K. McDougall, Mgr of Planning	CAO Concurrence:  T. Pley, CAO
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#### RECOMMENDATION[S]

- That the City Council authorize the issuance of Development Variance Permit No. 105, to vary Zoning Bylaw 4832 as follows:
- Vary 'Section 6.12.2 Projections', to allow a projection over 75% (0.6 metres) of the required side yard (0.8 metres) for a variance of 25% (0.2 metres) for development on land legally described as 'Lot 1, District Lot 1, Alberni District, Plan VIP81030 (PID: 026-679-043)' and located at 4191 Bute Street

#### PURPOSE

At issue is the consideration of an application for Development Variance Permit (DVP) No. 105. The applicants are seeking relief from the regulations of the Zoning Bylaw as it relates to projections into a required side yard. The requested variance is specific to side yards which are less than 1.5 metres in width.

#### BACKGROUND

A single-family dwelling is currently under construction on the subject property. A variance has been requested by the owner to permit a projection of eaves and gutters into the required side yard beyond the allowable distance. The variance to section 6.12.2 of the Zoning Bylaw is specific to required side yards which are less than 1.5 metres.

#### Previous Variance at Subject Property (DVP-102)

Council previously approved a variance to the minimum required side yard setback at the subject property. This variance reduced the required side yard setback from 1.5 metres to 0.8 metres. This variance was requested to correct an error in construction in which the garage portion of the house was built too close to the property line. A Building Location Certificate submitted by the applicant shows where the structure has been built on the property (attached).

The current application seeks to vary a different section of the Zoning Bylaw (6.12.2) that regulates projections into the required side yard. The need for a second variance was identified immediately prior to the July 13<sup>th</sup> Council Meeting in which the first variance was approved by Council. Staff worked with the applicant to arrive at a solution whereby the second required variance would be brought forward for Council's consideration at a later date.

Official Community Plan (OCP) and Zoning Bylaw Designations

The subject property (4191 Bute Street) is designated Residential in the Official Community Plan, and is not included in a Development Permit Area. The property is zoned *R3 – Small Lot Single Family Residential* in the Zoning Bylaw. The Zoning Bylaw describes the purpose of this zone as providing for “greater density in the areas of the city which are being redeveloped and where small lots already exist”. The lot is rectangular in shaped and measures 16.8 metres along both the front and rear property lines. The side lot lines are both 33.5 metres in length. The total lot area equals 562.5 m<sup>2</sup>, or approximately 0.14 acres.

The surrounding neighbourhood contains a mix of properties zoned for commercial, institutional, and both single and multi-family residential uses. The property is located adjacent to one of the main commercial nodes within the city.

**ALTERNATIVES/OPTIONS**

1. Proceed with issuing the Development Variance Permit
2. Do not proceed with issuing the Development Variance Permit
3. Provide alternative direction

**ANALYSIS**

The applicant is seeking to vary section 6.12.2 of the Zoning Bylaw which regulates projections into side yards with a width of less than 1.5 metres. This section states the following:

**6.12.2** *Notwithstanding 6.12.1, where a side yard is less than 1.5 m (4.9 ft) no projection shall project over 50% of a required side yard.*

The previous development variance at this property (DVP-102) reduced the required minimum side yard setback from 1.5 metres to 0.8 metres. Since the building is closer to the property line, the garage eaves and gutters project into the required side yard by a distance which is over fifty percent the distance of that side yard. The table below details the requested variance.

<b>Table 1.1. – Requested Variance</b>				
<b>Zoning Bylaw Section 6.12.2 – Projections</b>	<b>Required Side Yard</b>	<b>Existing Projection</b>	<b>Proposed</b>	<b>Variance</b>
Projection into a required side yard which is less than 1.5 metres (must be 50% or less).	0.8 m	0.6 m	0.6 m	0.2 m

The proposed variance will have minimal impact on the use of the property and that of the surrounding properties. The potential impact is limited to primarily the neighbouring property (4177 Bute Street) which shares the east lot line with the subject property. However, staff have confirmed that there is no perceived fire safety risk associated with the proposed projection distance into the required side yard, as the space between the two houses meets the fire separation requirements of the BC Building Code. While the proposed variance to projections adds to the crowding of the buildings, it should be noted that the house located at 4177 Bute Street also contributes to this by way of encroaching upon its west side yard setback.

**IMPLICATIONS**

N/A

**COMMUNICATIONS**

Notification was carried out as per the requirements of the *Local Government Act*. No public correspondence has been received by the Planning Department to date. A copy of the notice for Development Variance Permit No. 105 is attached for reference.

**BYLAWS/PLANS/POLICIES**

The development application is requesting a variance to Zoning Bylaw 4832 section 6.12.2. The property owner is requesting to vary the allowable distance of a projection into a required side yard less which is less than 1.5 metres in width.

**SUMMARY**

The applicant is seeking relief from the Zoning Bylaw requirements respecting projections to rectify a construction error. The applicants built a house with a garage that protruded into the minimum side yard setback at the east property line. A development variance permit was previously approved by Council to reduce the minimum side yard setback however, it has been identified that an additional variance is required for full bylaw compliance. A second variance is being requested to vary the projection distance of the eaves and gutters into the reduced side yard at the same property line. No significant impacts to the use of the property or surrounding properties are anticipated. The Planning Department supports issuing Development Variance Permit No. 105 for 4191 Bute Street.

**ATTACHMENTS/REFERENCE MATERIALS**

- Subject Property Map
- Building Location Certificate
- Site Photos
- Zoning Bylaw section 6.12.2 Projections
- DVP-105 Public Notice

C: to City staff;

**ATTACHMENTS**  
**ATTACHMENT 1 – Subject Property Map**



J:\Engineering\Planning\Development Applications\Variance\VAR-2020\DVP102-4191 Bute St\Kim Rai\SiteMap\Wortho.dwg, 5/4/2020 4:31:50 PM

## ATTACHMENT 2 – Building Location Certificate

**B.C. LAND SURVEYORS BUILDING LOCATION CERTIFICATE**  
**LOT 1, DISTRICT LOT 1, ALBERNI DISTRICT, PLAN VP81030.**  
**SCALE 1:200**  
ALL DISTANCES ARE METRIC AND ARE DERIVED FROM PLAN VP81030.  
JURISDICTION: CITY OF PORT ALBERNI  
PID NO: 026-879-043  
THIS LOT IS SUBJECT TO LTO CHARGE NUMBERS:  
1327320, ES38831, ES38832 AND FA82258.

**LOT 1  
PLAN EPP10360**

**CIVIC ADDRESS: 4191 BUTE STREET,  
PORT ALBERNI, B.C.**

**SRW PLAN VP81031  
16.77**

**LANE**

**SRW PLAN VP81031  
33.54**

**DECK**

**HOUSE  
(UNDER CONSTRUCTION)**

**LOT 2  
PLAN VP81030  
33.54  
0.8**

**LOT 1  
PLAN VP81030  
16.77**

**BUTE STREET**

CERTIFIED CORRECT THIS 17TH DAY  
OF JANUARY, 2020 ACCORDING  
TO LAND TITLE AND SURVEY AUTHORITY  
RECORDS AND FIELD SURVEYS.  
UNREGISTERED INTERESTS HAVE NOT  
BEEN INCLUDED OR CONSIDERED.

**Neil Bauder**  
**E6HMG4**

Digitally signed by Neil  
Bauder E6HMG4  
Date: 2020.01.17 13:06:21  
06'00"

THIS SURVEY IS NOT VALID UNLESS  
DIGITALLY SIGNED.  
THIS SURVEY IS PROTECTED BY COPYRIGHT  
AND MAY NOT BE REPRODUCED.

**NOTE:**

1. THIS SURVEY PURPORTS TO SHOW ONLY THE NEW CONSTRUCTION ON THE ABOVE DESCRIBED PARCEL(S) AND THEIR RELATIVE LOCATION THEREON.
2. THIS PLAN PROVIDES NO WARRANTY OR REPRESENTATION WHATSOEVER WITH RESPECT TO ANY OTHER BUILDING, PATIO, RETAINING WALL, PARKING FACILITY, FENCE, UNDERGROUND, ABOVEGROUND OR OVERHEAD UTILITY OR ANY OTHER IMPROVEMENTS AND THEIR RELATIVE LOCATION TO ANY INTERNAL OR EXTERNAL BOUNDARIES OF THE ABOVE DESCRIBED PARCEL(S) AND IS NOT TO BE USED TO RE-ESTABLISH PROPERTY LINES.
3. SIMS ASSOCIATES LAND SURVEYING LTD. AND NEIL J. BAUDER ACCEPT NO RESPONSIBILITY FOR AND HEREBY DISCLAIM ALL OBLIGATIONS AND LIABILITIES FOR DAMAGES INCLUDING, BUT NOT LIMITED TO, DIRECT, INDIRECT, SPECIAL, AND CONSEQUENTIAL DAMAGES ARISING OUT OF OR IN CONNECTION WITH ANY DIRECT OR INDIRECT USE OR RELIANCE UPON THE PLAN BEYOND ITS INTENDED USE.

**SIMS ASSOCIATES  
LAND SURVEYING LTD.**  
223 FERN ROAD W.  
QUALICUM BEACH, B.C. V8K 1S4  
PHONE: 250-752-9121  
FAX: 250-752-9241  
FILE NUMBER: 19-010-BL  
DRAWING FILE: 19-010 BLC1.dwg

### ATTACHMENT 3 – Site Photos



## ATTACHMENT 4 – Zoning Bylaw 6.12.2 Projections

Bylaw 4832

### 6.12 Projections

- 6.12.1** Except in C2 (General Commercial), C3 (Service Commercial), C7 (Core Business), and M zones, certain architectural elements are permitted to project the specified distance into the *required yards*, as follows:

(a) into required front, rear and *side yards*:

<u>Projection</u>	<u>Distance</u>
Steps and wheelchair ramps	not restricted
Eaves and gutters	0.9 m (3 ft)
Cornices and sills	0.6 m (2 ft)
Bay windows and hutches	0.9 m (3 ft)
Chimneys and other heating and ventilating equipment	0.9 m (3 ft)

(b) into required front or *rear yards*:

<u>Projection</u>	<u>Distance</u>
Cantilevered balconies and sunshades	1.25 m (4.1 ft)
<i>Open porches</i>	1.85 m (6.0 ft)
<i>Marquee</i>	1.85 m (6.0 ft)
Canopy	1.85 m (6.0 ft)

(c) into *side yards*:

<u>Projection</u>	<u>Distance</u>
Cantilevered balconies and sunshades	the lessor of 50% of the required <i>side yard</i> or 1.25 m (4.1 ft)
<i>Open porches</i>	the lessor of 50% of the required <i>side yard</i> or 1.85 m (6.0 ft)
<i>Marquee</i>	the lessor of 50% of the required <i>side yard</i> or 1.85 m (6.0 ft)
Canopy	the lessor of 50% of the required <i>side yard</i> or 1.85 m (6.0 ft)

- 6.12.2** Notwithstanding 6.12.1, where a *side yard* is less than 1.5 m (4.9 ft) no projection shall project over 50% of a required *side yard*.

- 6.12.3** Permitted equipment for dispensing flammable or combustible liquids or gas may be located in a required front or *side yard*, provided that no part of any such pump island shall be closer than 4.5 m (14.8 ft) to any front or *side lot line*. Notwithstanding 6.12.1 and 6.12.2, a canopy may be erected over any such pump island provided only that it projects not closer to any *lot line* than 50% of the distance between the pump island and the *lot line*.

## ATTACHMENT 5 – Public Notice



CITY OF PORT ALBERNI

September 18, 2020

### Notice of Development Variance Permit

**To:** Owners and Occupiers of Property

**Re:** Section 498 of the Local Government Act - **Development Variance Permit No. 105** relating to the Port Alberni Zoning Bylaw 2014, Bylaw No. 4832.

The applicant is applying for a Development Variance Permit to vary the Zoning Bylaw regulations in order to bring development into compliance on property at 4191 Bute Street. The proposed Variance is as follows:

**Development Variance Permit No. 105** – The applicant is applying to vary the regulations of the Port Alberni Zoning Bylaw 2014, Bylaw No. 4832 by:

1. Varying 'Section 6.12.2 Projections', to allow a projection over 75% (0.6 metres) of the required side yard (0.8 metres) for a **variance of 25% (0.2 metres)** for development on land legally described as 'Lot 1, District Lot 1, Alberni District, Plan VIP81030 (PID: 026-679-043)' and **located at 4191 Bute Street**, as outlined on the Schedule A map attached.

City of Port Alberni Council will consider issuance of **Development Variance Permit No. 105** during their Regular Council meeting to be held at 2:00 p.m. on **Monday, September 28, 2020**. Due to the COVID-19 Pandemic, this meeting will be conducted virtually and will be live-streamed through the municipal website to provide meeting transparency.

When Council considers a Development Variance Permit (DVP), it is the City's practice to allow in-person representations. Unlike with Public Hearings; however, when Council considers granting a DVP there is a requirement for notification, but there is no requirement to accommodate in-person representations. Therefore, while City facilities remain closed to the public and while Council continues to conduct its business virtually due to the COVID-19 Pandemic, comments will only be accepted through WRITTEN SUBMISSIONS.

Any persons who deem their property affected by the above-noted application are invited to submit their written comments to Mayor and Council for their review. Written submissions will be accepted when mailed to 'Mayor and Council, 4850 Argyle Street, Port Alberni, BC V9Y 1V8'. Residents may also submit their written comments in the drop-box located to the left of the City's main entranceway. Alternatively, comments may be emailed to [council@portalberni.ca](mailto:council@portalberni.ca). Submissions received by **12:00 noon on Monday, September 28, 2020** will be provided to Council for their consideration.

To view the staff report, draft permit and other supporting documentation being considered by Council, please visit the Public Notice Posting Place on the City website (at <https://www.portalberni.ca/public-notice-posting-place>) or contact the Planning Department at 250-720-2806 on weekdays from Monday through Friday between the hours of 8:30 am to 4:30 pm. You may also view the meeting agenda on Friday, September 25, 2020 by visiting <http://portalberni.ca> and selecting "Your Government, Council Meetings" from the drop down menu.

Katelyn McDougall, M.Urb., Manager of Planning





September 18, 2020

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Katelyn McDougall, M.Urb., Manager of Planning

## REGULAR COUNCIL AGENDA - SEPTEMBER 28, 2020



**CITY OF PORT ALBERNI**  
**DEVELOPMENT VARIANCE PERMIT NO. 105**

**WHEREAS**, pursuant to Section 498 of the *Local Government Act, RSBC 2015*, on application of an owner of land, a local government may, by resolution, issue a Development Variance Permit that varies, in respect to the land covered in the Permit, the provisions of a Zoning Bylaw adopted under Part 14 of the *Local Government Act*.

Authorization is hereby granted to Raghbir S. Dhaliwal and Balbir K. Dhaliwal, for:

*A variance of 'Section 6.12.2 Projections', to allow a projection over 75% (0.6 metres) of the required side yard (0.8 metres) for a **variance of 25% (0.2 metres)** for development on land legally described as 'Lot 1, District Lot 1, Alberni District, Plan VIP81030 (PID: 026-679-043)' and located at 4191 Bute Street, as outlined on the Schedule A map attached.*

In accordance with the provisions of Section 498 of the *Local Government Act RSBC 2015*, approval of this Permit was granted by resolution of the City Council on \_\_\_\_\_, 2020.

This Permit is issued under the Seal of the City of Port Alberni on \_\_\_\_\_, 2020.

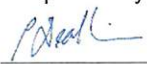
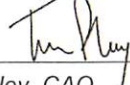
\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

## REGULAR COUNCIL AGENDA - SEPTEMBER 28, 2020



Date: September 21, 2020  
File No: 6240-20-QUAY  
To: Mayor & Council  
Subject: Connect the Quays

Prepared by:  P. Deakin, Economic Development Manager	Supervisor: T. PLEY T. PLEY, CAO	CAO Concurrence:  T. Pley, CAO
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## RECOMMENDATIONS

- That Council direct that an application be submitted to the Investing in Canada Infrastructure Program – British Columbia - Community, Culture and Recreation [CCR] Program for \$2.5 million to complete the Connect the Quays Pathway project.
- That Council direct that an application be submitted to the Investing in Canada Infrastructure Program – British Columbia – Rural and Northern Communities [RNC] Program for \$2.5 million to complete the Connect the Quays Pathway project.
- That Council authorize staff to amend the City's "Five Year Financial Plan Bylaw 2020-2024, Bylaw No. 5003", to include \$4,511,821 in City funding in 2021 for the Connect the Quays Pathway project.

## PURPOSE

To update Council on a proposed funding request toward the cost of a multi-modal pathway between Victoria Quay and Harbour Quay, and to seek Council direction regarding the City making application to two grant streams for this project.

## BACKGROUND

The City's 2019 – 2023 Strategic Plan includes the strategy that the City develop a multi-modal pathway between Harbour Quay and Victoria Quay. This project has become known as the *Connect the Quays Pathway Project*.

Infrastructure funding for the Investing in Canada Infrastructure Program – British Columbia - Community, Culture and Recreation (CCR) Program stream or the Rural and Northern Communities stream may be a partial means of providing the funding to realize the pathway goal.

At Council's Regular meeting on August 10, 2020 Council passed the following motion:

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*THAT Council direct staff to prepare applications for infrastructure funding to the Community, Culture and Recreation [CCR] Program and the Rural and Northern Communities [RNC] Program in advance of the October 2020 deadlines for the purpose of developing a multi-modal pathway between the Victoria Quay and Harbour Quay.*

Staff have since completed work on identifying a preliminary route for the pathway and securing a cost estimate for the project. The deadline to apply for the first grant stream is October 1<sup>st</sup> 2020. The deadline to apply for the second stream is October 22<sup>nd</sup> 2020. The applications require a resolution of Council supporting the project, a commitment to the City's share of the funding and a commitment to any overages the project might incur. It is important to note that if the application is successful, the project will only be funded through one (not both) stream of funding.

A phased approach to achieving a pathway between Victoria Quay and Harbour Quay is proposed that will:

- establish a primary route that is completely within municipal public space and/or has approvals from affected private property owners prior to the grant application deadline
- allow users to feel safe and removed from vehicle traffic as much as possible
- make maximum use of the greenspace in the proposed pathway corridor
- connect to existing and proposed trails along the route
- showcase the views, features and land uses along the way
- respect the rights of the private landowners that the pathway will abut
- provide some neighbourhoods with easy access to the pathway
- maximize the funding from sources other than the City's budget
- facilitate pathway loops on privately owned waterfront lands in the future

The outcome that must be achieved with both funding streams is: 'improved access to and/or increased quality of cultural, recreational and/or community infrastructure for Canadians, including Indigenous people and vulnerable populations.'

McElhanney Engineering have provided a Class C Cost Estimate for the pathway of \$7,011,821. Based on anticipation of a record number of applications, the funding available, and interactions with the CCR grant stream administrators, it is advisable that the City's funding request not exceed \$2.5 million. This would require the City to commit \$4,511,821 to the capital costs of the project. Although the recommended maximum for the RNC stream is only \$2 million, City staff are proposing that the application to that stream should also ask for \$2.5 million.

#### **ALTERNATIVES/OPTIONS**

1. Provide a Resolution in support of the October 1<sup>st</sup> and October 22<sup>nd</sup> applications.
2. Provide a Resolution in support of grant applications for a multi-modal pathway that does not Connect the Quays.
3. Direct staff to withhold the application to a future point in time

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## ANALYSIS

Option 1: Provide a Resolution in support of the October 1<sup>st</sup> and October 22<sup>nd</sup> grant applications.

Pro: The *Connect the Quays* project represents, better than any other project, Council's Strategic Vision for the community. Two of the 21 goals in Council's strategic plan pertain to multi-modal pathways and the proposed project has many elements that would connect the community.

Pro: The project, if approved for an infrastructure grant would deliver a new multi-modal pathway for the community and lay the foundation for a pathway with more waterfront components

Con: Although a third of the project would be paid for by other sources, it would still require a commitment of \$4, 511,821 million in municipal funds

Option 2: Provide a Resolution in support of a multi-modal pathway that does not Connect the Quays.

Pro: A smaller project might be considered more within the City's financial means.

Con: Staff and the consultants working on the project believe it difficult to achieve a satisfactory outcome with a pathway that does not Connect the Quays.

Option 3. Direct staff to withhold the application to a future point in time

Pro: More waterfront sections for the pathway may become available in the future that could become the principal route.

Con: Current grant funding opportunities would be missed

Con: Missed opportunity to complete a significant Strategic Plan initiative

## IMPLICATIONS

The primary implications of the recommendation are that, if the grant application is approved:

- municipal funds will be committed to the capital costs of the project
- municipal funds will be required for the maintenance of the pathway in succeeding years
- staff resources will be required in 2021 for the public engagement and pathway design process; the issuing of an RFP for pathway construction; and participation in and the oversight of the pathway's construction
- Other priorities would have to be suspended in order to access the required City portion of the funding

## COMMUNICATIONS

Written and personal interactions have taken place with each of the private property owners along the proposed route. Letters of support have been received. Provincial staff advise that, for purposes of the grant application, the public needs to be "made aware of the project but consultation does not need to be concluded". The cost of the public engagement and design process is an eligible component of the grant application. This engagement would begin should the City be successful in our application for funding.

## BYLAWS/PLANS/POLICIES

The project aligns with Goals 1.1 and 5.3 in Council's 2019-2023 Corporate Strategic Plan.

#### **SUMMARY**

Council is being asked to provide a resolution in support of grant applications each for \$2.5 million to the Investing in Canada Infrastructure Program – Community, Culture and Recreation Program [deadline October 1<sup>st</sup>] and the Rural and Northern Communities Program [deadline October 22<sup>nd</sup>]. If an application is successful, the project will only be funded through one (not both) stream of funding. An amendment to the City's Five Year Financial Plan for the remaining \$4,511,821 will also be required as a commitment to the City's share of funding to complete the Connect the Quays project.

#### **ATTACHMENTS/REFERENCE MATERIALS**

C: T. Pley, CAO  
A. McGifford, Director of Finance  
D. Hartwell, City Clerk

Date: September 21, 2020  
File No: 0390-01  
To: Mayor & Council  
From: T. Pley, CAO  
Subject: VI Economic Summit – October 27 & 29, 2020  
Authorize Councillor Registration

Prepared by:

*T. SLONSKI*

Deputy City Clerk

Supervisor:

*D. HARTWELL*

CITY CLERK

CAO Concurrence:

*T. Pley*  
T. Pley, CAO

#### RECOMMENDATION[S]

THAT Council authorize Councillors Haggard and Paulson to participate in the 14<sup>th</sup> Annual Vancouver Island Economic Summit [VIES] – The ‘State of the Island’ Economic Summit taking place October 27 – 29, 2020 [virtually].

#### PURPOSE

For Council to authorize the registration of Councillors Haggard and Paulson to participate in the 14<sup>th</sup> Annual Vancouver Island Economic Summit.

#### BACKGROUND

Held on an annual basis, the VI State of the Island Economic Summit provides a forum for businesses and stakeholders on VI to understand the state of the Island Economy. This year’s Economic Summit, in response to COVID-19, is forging ahead and scheduled to take place October 27 – 29, 2020, albeit virtually.

Councillors Haggard and Paulson expressed an interest in participating in the summit and while the City’s Travel Expense Policy authorizes members of Council to attend AVICC and UBCM, members of Council wishing to participate in other conferences requires authorization on the part of Council.

#### ALTERNATIVES/OPTIONS

1. That Council authorize Councillors Haggard and Paulson to participate in the 14<sup>th</sup> Annual VI Economic Summit – virtually.
2. In addition to Councillors Haggard and Paulson, Council may wish to authorize other members of Council to participate virtually.
3. That Council not authorize Councillors Haggard and Paulson to participate in the VI Economic Summit.

#### ANALYSIS

**Option 1** - The City’s 2020-2024 Five-Year Financial Plan currently identifies \$50,000 to fund 2020 Council Travel and Development. Costs to register Councillors Haggard and Paulson to participate in the summit are \$245.28 per person. In response to COVID-19, travel costs on the part of Council members to attend various conferences/development opportunities has been significantly reduced as conference operators have switched to ‘virtual’ platforms [due to PHO restriction on ‘gatherings’ etc.]. At the writing of this report, approximately

\$42,000.00 remains in Council's Travel and Development fund. As the summit is being held virtually, no additional expenses outside of registration fees are expected.

**Option 2** – Council may wish to authorize additional members of Council to participate in the summit given affordable registration fees and no additional expenses being associated with participating.

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

#### IMPLICATIONS

Financial implications associated with Councillors Haggard and Paulson's virtual participation in the VI Economic Summit is \$490.56. The balance of Council's 2020 Travel & Development fund at the writing of this report is \$42,200.00.

#### COMMUNICATIONS

n/a

#### BYLAWS/PLANS/POLICIES

In accordance with City policy [P6 – Travel Expense Policy], Council attendance/participation outside of AVICC and UBCM requires a resolution of Council. In this instance, the Summit is being held virtually and therefore, with the exception of registration fees, no other expenses are anticipated.

The request also aligns with Council's Strategic Priorities, in particular, No. 2 | Enable the new economy, Goal 2.4 "the community has a strategy that effectively encourages investment and sustainable growth". Council's representation at this summit will contribute to Council's work/commitment in identify and implementing strategies that will leverage growth within the City and perhaps even more important as a result of COVID-19.

#### SUMMARY

Councillor Haggard and Paulson have expressed an interest in participating [virtually] in the 14<sup>th</sup> Annual VI Economic Summit being held October 27 – 29, 2020. Costs associated with participating in the summit are minimal due to the Summit being held virtually. Participants will benefit from learning about a variety of initiatives that will play an integral role in Vancouver Islands - COVID-19 economic recovery. Given the ongoing COVID-19 pandemic and the economic challenges we face, representation by City Council at this summit will certainly lend itself in identifying opportunities and strategies that may breathe new life for entrepreneurs, commercial operators within the City of Port Alberni.


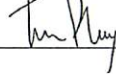
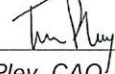
#### ATTACHMENTS/REFERENCE MATERIALS

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

C: A. McGifford, Director of Finance  
D. Hartwell, City Clerk

J:\Clerks\Reports\TLS\2020\_01\_17\_COFI\_Request\_Cncl\_Authorization

Date: September 17, 2020  
File No: 3360-20-8<sup>th</sup> AVE  
To: Mayor & Council  
Subject: **DEVELOPMENT APPLICATION**  
Proposed Zoning Bylaw Amendments  
4202 and 4238 8th Avenue Lots 10 and 11, District Lot 1, Alberni District, Plan VIP18042 and  
Strata Lots 1-18, VIS3015 and Strata Lots 1-20, VIS3017  
Applicant: Raymond de Beeld dba Raymond de Beeld Architect Inc.

Prepared by:  Katelyn McDougall Manager of Planning	Supervisor: 	CAO Concurrence:  T. Pley, CAO
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#### RECOMMENDATIONS

- THAT "Zoning Bylaw Map Amendment No. 35 (4202 and 4238 8th Avenue – de Beeld), Bylaw No. 4993", be read a third time.
- THAT "Zoning Bylaw Map Amendment No. 35 (4202 and 4238 8th Avenue – de Beeld), Bylaw No. 4993", be now finally adopted, signed by the Mayor and Clerk, and numbered 4993.
- THAT "Zoning Text Amendment No. T22 (Site Specific Uses - RM3 High Density Multiple Family Residential), Bylaw No. 4994", be read a third time.
- THAT "Zoning Text Amendment No. T22 (Site Specific Uses - RM3 High Density Multiple Family Residential), Bylaw No. 4994", be now finally adopted, signed by the Mayor and Clerk, and numbered 4994.

#### PURPOSE

To consider 3<sup>rd</sup> reading and final adoption of the Zoning Bylaw Amendments for 4202 and 4238 8th Avenue.

#### BACKGROUND

An application has been made to amend Zoning Bylaw No. 4832 to rezone the properties from 'RM1 Low Density Multiple Family Residential' zone to 'RM3 High Density Multiple Family Residential' zone with an additional Site-Specific text amendment to the Zoning Bylaw that would facilitate an increase in the number of storeys permitted to five (5) storeys, and increase the maximum building height to 18 metres.

At the July 5, 2019 Regular Council Meeting City Council accepted the APC recommendations and gave 1<sup>st</sup> and 2<sup>nd</sup> reading to the proposed Zoning Bylaw amendments. A Public Hearing was held on August 12, 2019. Subsequent to the Public Hearing the applicant requested that Council remove the lot consolidation condition. At their July 27, 2020 Regular Council Meeting, City Council:

- 
- Rescinded the lot consolidation requirement;
  - Waived the Public Hearing requirement for the proposed amendments in accordance with section 464 (2) of the Local Government Act (LGA); and
  - Directed staff to give public notice, under Section 467 of the LGA, that the requirement for a 2<sup>nd</sup> Public Hearing was waived and that 3<sup>rd</sup> Reading and Final Adoption of the Bylaws would be considered at the Regular Meeting of Council on September 14, 2020.

Staff later identified that third reading of the bylaws was previously given on September 3, 2019. Third reading of the bylaw was then rescinded at the September 14, 2020 Regular Council meeting, and Council gave direction to waive the public hearing a second time.

All conditions have been met, and the applicant has requested that 3<sup>rd</sup> reading and final adoption of the bylaws be considered by Council.

#### **ALTERNATIVES/OPTIONS**

1. Proceed with 3<sup>rd</sup> and final reading of the proposed Zoning Bylaw amendments.
2. Provide alternative direction.

#### **ANALYSIS**

NA

#### **IMPLICATIONS**

NA

#### **COMMUNICATIONS**

In accordance with section 467 of the Local Government Act public notice was given and a Public Hearing was held on August 12, 2019. At the public hearing there was some feedback from community members about the rezoning application. The main concerns were about affordable housing supply, securing units in the newly constructed building, construction impacts, building heights and preserving views.

In accordance with section 464 (2) of the Local Government Act (LGA), Council waived the public hearing requirement for a second time and gave direction to provide public notice in accordance with section 467 of the LGA. At the time of writing this report, two letters of correspondence have been received by the Planning Department. In summary the concerns expressed in the letters relate to increased traffic and traffic control, loss of affordable housing stock, as well as crime and safety issues. The letters are attached for information.

#### **BYLAWS/PLANS/POLICIES**

The subject properties are currently zoned 'RM1 Low Density Multiple Family Residential' and the request is to rezone the subject property to 'RM3 High Density Multiple Family Residential' zone, by way of amending Zoning Bylaw No. 4832. An additional text amendment is proposed for this site to facilitate a height increase to 5 storeys/18 metres. No changes to the Official Community Plan are proposed, and the subject properties will remain in Development Permit Area No 1. Multi-Family Residential.

## SUMMARY

The proposed application is to amend the Zoning Bylaw No. 4832 (Schedule A – Zoning Map) to rezone the properties from 'RM1 Low Density Multiple Family Residential' zone to 'RM3 High Density Multiple Family Residential' zone. The proposed amendment is consistent with the Official Community Plan land use designation, and meets the strategic objectives of the OCP by providing a diverse range of housing options within the community. The Development Permit process will ensure that the properties are developed in accordance with the Official Community Plan guidelines and Zoning Bylaw regulations. The Planning Department supports amending the Zoning Bylaw for this application.

## ATTACHMENTS/REFERENCE MATERIALS

- Zoning Bylaw Map Amendment No. 35 (4202 and 4238 8th Avenue – de Beeld), Bylaw No. 4993
- Zoning Text Amendment No. T22 (Site Specific Uses - RM3 High Density Multiple Family Residential), Bylaw No. 4994
- Letters of correspondence received, dated September 14, 2020

# CITY OF PORT ALBERNI

## BYLAW NO. 4993

### 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 purposes as "**Zoning Bylaw Map Amendment No. 35 (4202 and 4238 8th Avenue – de Beeld), Bylaw No. 4993**".

2. **Zoning Amendment**

2.1 That Lots 10 and 11, District Lot 1, Alberni District Plan VIP18042, located at **4202 and 4238 8<sup>th</sup> Avenue**, as shown outlined in bold on Schedule A attached hereto, and forming part of this bylaw, are hereby rezoned from 'RM1 Low Density Multiple Family Residential' to '**RM3 High Density Multiple Family Residential**'.

3. **Map Amendment**

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 above.

READ A FIRST TIME THIS 8<sup>TH</sup> DAY OF JULY, 2019.

READ A SECOND TIME THIS 8<sup>TH</sup> DAY OF JULY, 2019.

THE PUBLIC HEARING REQUIREMENT WAS WAVED BY COUNCIL THIS 14<sup>TH</sup> DAY OF SEPTEMBER 2020.

READ A THIRD TIME THIS      DAY OF      , 2020.

FINALLY ADOPTED THIS      DAY OF      , 2020.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk



## REGULAR COUNCIL AGENDA - SEPTEMBER 28, 2020

# CITY OF PORT ALBERNI

## BYLAW NO. 4994

### 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 purposes as "Zoning Text Amendment No. T22 (Site Specific Uses - RM3 High Density Multiple Family Residential), Bylaw No. 4994".

2. **Zoning Text Amendment**

Port Alberni Zoning Bylaw 2014, No. 4832 is hereby amended by **adding** Section 5.16.4 Site Specific Uses table as follows:

Use	Site Address	Site Legal Description
Maximum Height, Principal Building = 18 m (59 ft); and Maximum Number of Building Storeys = 5	4202 and 4238 8 <sup>th</sup> Avenue	4202 8 <sup>th</sup> Avenue – Lot 10, District Lot 1, Alberni District, Plan VIP18042; and 4238 8 <sup>th</sup> Avenue – Lot 11, District Lot 1, Alberni District, Plan VIP18042

READ A FIRST TIME THIS 8<sup>TH</sup> DAY OF JULY, 2019.

READ A SECOND TIME THIS 8<sup>TH</sup> DAY OF JULY, 2019.

THE PUBLIC HEARING REQUIRMENT WAS WAVED BY COUNCIL THIS 14<sup>TH</sup> DAY OF SEPTEMBER 2020.

READ A THIRD TIME THIS      DAY OF      , 2020.

FINALLY ADOPTED THIS      DAY OF      , 2020.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

# Schedule "A" to Bylaw No. 4994



4202-4238-8thAve-deBeeld-ZonTextAmendT22Bylaw4994



## CITY OF PORT ALBERNI NOTICE OF WAIVER OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN THAT, pursuant to Section 467 of the *Local Government Act*, the City of Port Alberni has waived a Public Hearing in relation to the following proposed bylaw amendments:

- A "Zoning Bylaw Map Amendment No. 35 (4202 and 4238 8th Avenue – de Beeld), Bylaw No. 4993"
- B "Zoning Text Amendment No. T22 (Site Specific Uses - RM3 High Density Multiple Family Residential), Bylaw No. 4994"

**APPLICANT:** Raymond de Beeld dba Raymond de Beeld Architect Inc. - The applicant is applying to amend the Zoning Bylaw to facilitate the re-development of the properties. The applicant is proposing to rezone the properties to 'RM3 High Density Multiple Family Residential' zone with an additional Site Specific text amendment to the Zoning Bylaw to facilitate an increase in building storeys permitted to five (5) storeys and to increase the maximum building height to 18 metres. The proposed redevelopment would include four (4) new five (5) storey buildings with underground and surface parking. A total of 150 units is proposed. The amendments being considered are as follows:

### A. Zoning Bylaw Map Amendment:

1. Applying to amend the Schedule A Zoning District Map which forms an integral part of Port Alberni Zoning Bylaw 2014, No. 4832 by re-zoning Lots 10 and 11, District Lot 1, Alberni District, Plan VIP18042, located at 4202 and 4238 8th Avenue from 'RM1 Low Density Multiple Family Residential' to '**RM3 High Density Multiple Family Residential**' as shown outlined in heavy line on the map below.

### B. Zoning Bylaw Text Amendment:

2. Applying to amend the text of Port Alberni Zoning Bylaw 2014, No. 4832 by adding Section 5.16.4 Site Specific Uses table as follows:

Use	Site Address	Site Legal Description
Maximum Height, Principal Building = 18 m (59 ft); and Maximum Number of Building Storeys = 5	4202 and 4238 8 <sup>th</sup> Avenue	4202 8 <sup>th</sup> Avenue – Lot 10, District Lot 1, Alberni District, Plan VIP18042; and 4238 8 <sup>th</sup> Avenue – Lot 11, District Lot 1, Alberni District, Plan VIP18042

Section 464 (2) of the *Local Government Act* provides for the waiving of a public hearing in relation to land use bylaws that are consistent with an Official Community Plan Bylaw. An Official Community Plan applies to the areas that are the subject of "Zoning Bylaw Map Amendment No. 35 (4202 and 4238 8th Avenue – de Beeld), Bylaw No. 4993" and "Zoning Text Amendment No. T22 (Site Specific Uses - RM3 High Density Multiple Family Residential), Bylaw No. 4994" and the City of Port Alberni considers these Bylaws to be consistent with the City Port Alberni Official Community Plan Bylaw No. 4602.

Council will consider Third Reading and Final Adoption of the proposed Bylaws No. 4993 and No. 4994 at its Regular Meeting of Council commencing at **2:00 pm on Monday September 28, 2020**. Due to the COVID-19 Pandemic, this meeting will be conducted via zoom videoconferencing and will be live-streamed through the City's website to provide meeting transparency. While City facilities remain closed to the public and while Council continues to conduct its business virtually due to the COVID-19 Pandemic, comments will only be accepted through WRITTEN SUBMISSIONS.

Any persons who deem their property affected by the above-noted application are invited to submit their written comments in the following ways:

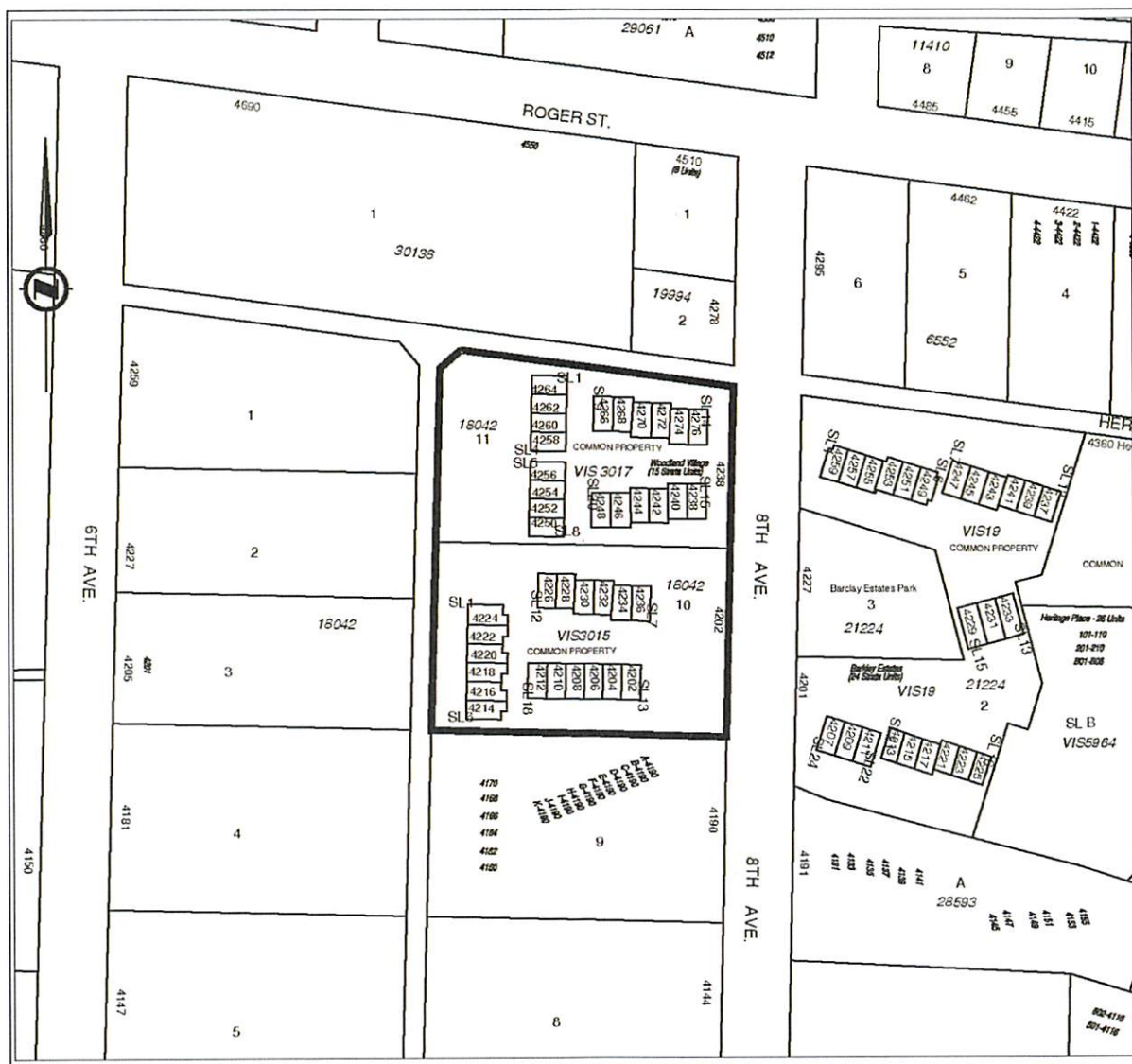
- By Mail addressed to Mayor and Council, 4850 Argyle Street, Port Alberni, BC V9Y 1V8
- By submitting written comments in the drop-box located at the entrance to City Hall.
- Via email to [council@portalberni.ca](mailto:council@portalberni.ca).

Written submissions received by **12:00 noon on Monday, September 28, 2020** will be provided to Council for their consideration.

To view the staff report, proposed bylaw and other supporting documentation being considered by Council, please visit the Public Notice Posting Place on the City website (at <https://www.portalberni.ca/public-notice-posting-place>) or contact the Planning Department at 250-720-2806 on weekdays from Monday through Friday between the hours of 8:30 am to 4:30 pm. The meeting agenda will be available on the City's website on Friday, September 25, 2020 - visit <http://portalberni.ca> and select "Your Government, Council Meetings" from the drop down menu.

**DATED AT PORT ALBERNI, B.C.** this 16<sup>th</sup> day of September, 2020  
Katelyn McDougall, M.Urb., Manager of Planning (Katelyn\_McDougall@portalberni.ca)

## SUBJECT PROPERTIES TO BE REZONED



RECEIVED

SEP 14 2020

To: Port Alberni City Council

CITY OF PORT ALBERNI

This letter is in opposition to the rezoning of 4202 and 4238 8<sup>th</sup> avenue for several reasons. First the density will increase traffic in the area and already it is difficult to get onto Roger Street, especially since the barely used bike lanes were installed. If a car wants to make a left turn off 8<sup>th</sup> it just backs traffic.

This is a concern as the ambulance station is on Roger Street and can also impede the Police and fire departments responding to an emergency.

Unless the developer wants to pay to have traffic lights installed on the corners of 6<sup>th</sup> and 8<sup>th</sup> and Roger street and remove bike lanes, I can see no reason to approve the rezoning.

Also lack of available rentals should not be a factor; just look at the old high school property Development.

Also this means tearing down low cost rentals that Council is always touting that the City needs more of.

I am also concerned about the crime rate that has escalated dramatically coincidentally with the development on 8<sup>th</sup> avenue.

We have unit owners who have screwed shut the gates on their patios to protect Lawn furniture, hanging baskets, bikes etc from theft.

Cars have been broken into, I had a home invasion in broad daylight and have installed a monitored burglar alarm system.

Barclay Estates are now installing large poles and lights to try to counteract the criminal element who seemed to have moved into our area. This not only is frustrating, but we have quite a few ladies who live alone in the complex and are worried for their safety. In all likelihood, this will affect the values of the units.

For the above reasons, I oppose the rezoning of this property. Although I am not hopeful it will happen, as I do not know of any member of Council who will be affected by this rezone.

Yours respectively,

John Panagrot  
4231 8<sup>th</sup> Avenue  
Port Alberni, BC  
V9Y 4S5

Ph: 250-  
E: j

<input checked="" type="checkbox"/> Council	<input type="checkbox"/> Eng. & PW
<input checked="" type="checkbox"/> Mayor	<input type="checkbox"/> Parks, Rec. & Heritage
<input checked="" type="checkbox"/> CAO	<input checked="" type="checkbox"/> Planning
<input type="checkbox"/> Finance	<input type="checkbox"/> Bylaw
<input checked="" type="checkbox"/> Clerk's	<input type="checkbox"/> Other
<input checked="" type="checkbox"/> Agenda	
File #	

RCM - Sept. 14 '2020

## Twyla Slonski

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**From:** Brenda Nestegaard-Paul <[REDACTED]>  
**Sent:** September 14, 2020 11:19 AM  
**To:** Council  
**Subject:** re:Letter to Mayor and Council re Sept 14 2020 Agenda item  
**Attachments:** to PA council re 8th Ave development Sept 14 2020.docx

To whom it may concern:

I have attached a letter that is addressed to the Mayor and Council in reference to an agenda item for today's meeting. It is concerning the Zoning Bylaw Map Amendment and Zoning Text Amendment requests as it pertains to 4202 and 4238 8th Ave.

I look forward to how these deliberations will proceed.

Please confirm that the letter has been received and distributed.

Thank you,  
Brenda

*The Rev. Brenda Nestegaard Paul, pastor/incumbent*  
Trinity Anglican+Lutheran Church  
4766 Angus Street, Port Alberni, BC V9Y 1S9

[REDACTED]  
[REDACTED]  
[www.trinityportalberni.ca](http://www.trinityportalberni.ca)  
Like us on Facebook!

We acknowledge that for thousands of years the Coast Salish, Nuuchah-nulth, and Kwakwaka'wakw peoples have walked gently on the unceded territories where we now live, work, worship, and play. We seek a new relationship with the first peoples here; one based in honour and respect.

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The Rev. Brenda Nestegaard Paul  
4233 8<sup>th</sup> Ave  
Port Alberni, BC V9Y 4S5

**RECEIVED**

September 14, 2020

SEP 14 2020

<input checked="" type="checkbox"/> Council	<input type="checkbox"/> Eng. & PW
<input checked="" type="checkbox"/> Mayor	<input type="checkbox"/> Parks, Rec. & Heritage
<input checked="" type="checkbox"/> CAO	<input checked="" type="checkbox"/> Planning
<input type="checkbox"/> Finance	<input type="checkbox"/> Bylaw
<input checked="" type="checkbox"/> Clerk's	<input type="checkbox"/> Other _____
<input checked="" type="checkbox"/> Agenda	<u>Rcm - Sept 28 '2020</u>
File #	<u>3360-20</u>

Dear Mayor and Council: **CITY OF PORT ALBERNI**

I am writing out of concern to the proposed Zoning Bylaw Map Amendment No. 35, Bylaw No. 4993 and Zoning Text Amendment No. T22, Bylaw No. 4994.

I have now lived as a homeowner in this area for over a year. I am aware of traffic patterns, current resident density in the surrounding area and how current occupation impacts my neighbourhood specifically, the Barclay Estates.

I would ask the council to consider the following as they make their deliberations.

1. Moving to 'high density multiple family residential' from 'low density' has the potential to increase the volume of persons in this area by a factor of 2 if not more. This will only make an already high population area grow with all the potential issues that brings.
2. The residents of the current complex are among some of the least advantaged in our community. I am sure Council members are aware that rental housing in Port Alberni is at a premium, in particular, affordable housing. I am thankful our current provincial government has instituted some helps (e.g. four months notice to vacate) to mitigate the hardship that can occur with re-development and that even some developers have gone further, or have been locally mandated, to offer current tenants certain 'accommodations' so that they may continue their tenancy in the new space. But unless these accommodations are equal to subsidized rentals, any kind of 'break' on the first month or so will mean nothing to many of the current residents of the complex under question if the rentals are at market value. For example, if you have a current tenant who is paying \$700/month for a two bedroom and the rent in the new complex will be \$1200, it doesn't matter if you have a break in the rent for a couple of months. In the end, if you do not have the extra \$500/month to make up the difference, you would have to vacate. My question and concern is vacate to where?
3. I have no facts to base this observation, only anecdote and conjecture. The townhouse complex that would be replaced by this build under deliberation was built at about the

same time as the Barclay Estates in 1968. These Estates are in very good repair and I have to say it is a lovely place to live. The complex across the street is obviously tired and parts are in disrepair. I cannot help but wonder how this happened as it did not have to occur. Many a home and development are much older. No doubt tenants presently and in the past asked for their units to be fixed and maintained as required. Why did this not occur in a timely fashion? Due to the premium of affordable housing, I have heard many a story that tenants in Port Alberni are told that if they don't like something about where they are, then they should just leave because there is a line up of people who will rent the space no matter how run down the accommodation might be. I do not know if this applies in this particular case or not but I do ask Council to do all it can to not reward negligence on the part of any landlord at the expense of renters, especially those who are least advantaged.

Thank you for this opportunity to weigh in on what is a very important decision for our neighbourhood.

I thank you too for your service to Port Alberni on behalf of all who call it home.

Sincerely,  
*Brenda Nestegaard Paul*

Date: September 22, 2020  
File No: 3360-20 CCW  
To: Mayor & Council  
Subject: **Proposed Official Community Plan bylaw and Zoning Bylaw Amendments**  
City Wide – Cannabis Cultivation and Processing  
Applicant: City of Port Alberni

Prepared by: <i>Katelyn McDougall</i> Katelyn McDougall, Manager of Planning	Supervisor: <i>T. Pley</i> T. Pley, CAO	CAO Concurrence: <i>T. Pley</i> T. Pley, CAO
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#### RECOMMENDATIONS

- THAT the report of the Public Hearing held September 14, 2020 regarding Bylaw No.'s 5012 & 5013 be received.
- That "Official Community Plan Amendment No. T5 (Cannabis Cultivation - Development Permit Area Regulations), Bylaw No. 5012", be read a third time.
- That "Zoning Bylaw Text Amendment No. T25 (Cannabis Cultivation), Bylaw No. 5013", be read a third time.

#### PURPOSE

To consider amendments to the Official Community Plan and Zoning Bylaw that would introduce Cannabis Production Facilities (cultivation and processing uses) within city limits.

#### BACKGROUND

The City of Port Alberni is considering implementing regulations to permit Cannabis Production Facilities within city limits. Staff have developed recommendations that both incorporate public input and consider best practices demonstrated in other communities. The proposed approach will permit certain types of Cannabis Production Facilities in industrial zones and limited commercial zones. Additional regulations are being proposed to mitigate concerns about odor, noise, air quality, and clustering of cannabis uses. All Cannabis Productions Facilities should be required to obtain a development permit to also help mitigate concerns and help ensure high quality development standards.

#### STATUS OF THE APPLICATION

In 2019 the City went through a three-month online and in-person engagement process which helped identify locations for Cannabis Production Facilities, and gathered other public feedback. People who engaged in the process were generally supportive of the use, and key concerns typically involved odor, air quality, and waste management. At the conclusion of the public engagement process staff developed high-level recommendations that were brought to the Advisory Planning Commission and City Council for further input and refinement. At

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the November 25, 2019 regular Council meeting preliminary direction was given to staff to prepare bylaw amendments.

Staff developed the proposed bylaw amendments and the Advisory Planning Commission reviewed the proposed bylaw amendments at the May 8, 2020 meeting. There was considerable discussion but the majority of the feedback was in regards to buffer zones around schools, parks and playgrounds. The APC recommended Council support the proposed bylaw amendments.

City Council gave 1st and 2nd reading to the proposed Official Community Plan and Zoning Bylaw amendments at the May 25, 2020 Regular Council Meeting. Public notice was given in accordance with the requirements of the Local Government Act, advising of the Public Hearing scheduled for September 14, 2020.

A public hearing was held on September 14, 2020. A few members of the public attended the public hearing, and as well some correspondence was received by the City. A summary of the concerns expressed includes the following:

- Potential impact of temperature inversions in the Alberni Valley
- Odour and emissions not being properly regulated and controlled
- Pollutants
- Location of industrial zones near the waterfront and breezes coming off the inlet
- Odor issues with existing medical marijuana facilities
- Outdoor growing operations on ALR land
- Enforcement of the bylaws

Council may want to see further amendments to the bylaws based on the public input received at the September 14, 2020 public hearing. Making further amendments to the proposed bylaws would require additional steps in the process to occur, including holding an additional public hearing at a future date.

#### **ALTERNATIVES/OPTIONS**

1. Proceed with third reading of the proposed bylaw amendments.
2. Do not proceed with third reading, and direct staff to further refine the proposed bylaw amendments.
3. Provide an alternative direction.

#### **ANALYSIS**

N/A

#### **IMPLICATIONS**

Proceeding with 3<sup>rd</sup> reading of the proposed bylaw amendments will indicate that Council is satisfied with the proposed bylaw amendments as currently written. Staff will then prepare a final report and bring the bylaws for final consideration at the October 13, 2020 Regular Council Meeting.

Alternatively, Council may direct staff to refine the proposed bylaws amendments further. Based on the most recent input from the public, Council should consider if they would like to see further revisions with regards to any or all of the following:

- Location of zones / removing specific zones

- 
- Odour and emissions control
  - Changes to the 300 m buffer zone that limits the clustering of CPFs
  - Other changes to the 300 m buffer zone
  - Introducing greater setbacks between conflicting uses
  - Other changes that Council considers most appropriate

## COMMUNICATIONS

In accordance with section 467 of the Local Government Act public notice was been given and a Public Hearing was held on September 14, 2020 at 6:30 pm via zoom.

## BYLAWS/PLANS/POLICIES

As per Council's direction, staff propose adding the following text to the Zoning Bylaw.

## DEFINITIONS

Under **Section 4 Definitions of the Zoning Bylaw**, add the following text:

**"CANNABIS"** means a cannabis plant, including the phytocannabinoids produce by or found in such a plant regardless of whether that part has been processed or not and any substance or mixture of substances that contains or has on it and part of such a plant and any substance that is identical to a phytocannabinoid produced by or found in such a plant regardless of how the substance was obtained. Marijuana shall have the same definition.

**"CANNABIS PRODUCTION FACILITY"** means the use of land, buildings or structures for the cultivation, processing, testing, destruction, packaging and shipping of cannabis/marijuana, or any products containing or derived from cannabis that are regulated under the federal Cannabis Act. These facilities may be further categorized as either a standard or micro-cultivation use, a cannabis nursery use, or standard or micro-processing use. May also include any medical marihuana facility regulated under the Access to Cannabis for Medical Purposes Regulations. Specifically excludes storefront or retail outlet distribution of cannabis.

**"STANDARD CULTIVATION, CANNABIS"** means the indoor large-scale growing of cannabis plants and harvesting material from those plants, as well as associated activities. Canopy space up to or more than 200 square metres (2152 square feet) is permitted.

**"MICRO-CULTIVATION, CANNABIS"** means the indoor small-scale growing of cannabis plants and harvesting material from those plants, as well as associated activities. Canopy space up to 200 square metres (2152 square feet) is permitted.

**"NURSERY, CANNABIS"** means the indoor growing of cannabis plants to produce starting material (seed and seedlings) and associated activities. Canopy space must not exceed 50 square metres (538 square feet).

**"STANDARD PROCESSING, CANNABIS"** means the large-scale manufacturing, packaging and labelling of cannabis products destined for sale to consumers, and the intra-industry sale of these products, including to provincially/territorially authorized distributors, as well as associated activities. There is no limitation on the amount of dried flower processed annually.

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**"MICRO-PROCESSING, CANNABIS"** means the small-scale manufacturing, packaging and labelling of cannabis products destined for sale to consumers, and the intra-industry sale of these products, including to provincially/territorially authorized distributors, as well as associated activities. Up to 600 kg of dried flower may be processed annually.

#### ESTABLISHMENT OF ZONES

Under **Section 5 Establishment of Zones** of the Zoning Bylaw, add the following text:

To section 5.27.1 (the list of Principal Permitted Uses) in the **M1 – Light Industry Zone**<sup>1</sup>:

*"Standard cultivation, Cannabis"*  
*"Standard processing, Cannabis"*  
*"Micro-cultivation, Cannabis"*  
*"Micro-processing, Cannabis"*  
*"Nursery, Cannabis"*

To section 5.28.1 (the list of Principal Permitted Uses) in the **M2 – Medium Industry Zone**:

*"Standard cultivation, Cannabis"*  
*"Standard processing, Cannabis"*  
*"Micro-cultivation, Cannabis"*  
*"Micro-processing, Cannabis"*  
*"Nursery, Cannabis"*

To section 5.29.1 (the list of Principal Permitted Uses) in the **M3 – Heavy Industry Zone**:

*"Standard cultivation, Cannabis"*  
*"Standard processing, Cannabis"*  
*"Micro-cultivation, Cannabis"*  
*"Micro-processing, Cannabis"*  
*"Nursery, Cannabis"*

To Section 5.20.1 (the list of Principal Permitted Uses) in the **C3 - Service Commercial Zone**:

*"Micro-cultivation, Cannabis"*  
*"Micro-processing, Cannabis"*  
*"Nursery, Cannabis"*

To Section 5.21.1 (the list of Principal Permitted Uses) in the **C4 - Highway Commercial Zone**:

*"Micro-cultivation, Cannabis"*  
*"Micro-processing, Cannabis"*  
*"Nursery, Cannabis"*

#### GENERAL REGULATIONS

Under **Section 6 General Regulations** of the Zoning Bylaw, add the following text:

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<sup>1</sup> For clarification, the Zoning Bylaw is scaled for industrial uses. By adding a new use to the M1 – Light Industry zone, it will automatically be added to the M2 or M3 zones as well.

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**Section 6.27 Cannabis Production Facilities:**

*All Cannabis Production Facilities shall conform to the following:*

- 6.27.1 *Any operational Cannabis Production Facility must be regulated, approved and licensed by Health Canada. A City Business License is also required for operations.*
- 6.27.2 *A Cannabis Production Facility is not permitted within 300 metres of the nearest property line of a site containing a school, licensed daycares, or another Cannabis Production Facility.*
- 6.27.3 *If zoned favorably a Cannabis Production Facility may operate a cultivation, processing, and retail use in conjunction on site. A Cannabis Production Facility is not permitted in conjunction with any other use.*
- 6.27.4 *A Cannabis Production Facility must be built to contain odor, noise, light and glare within the facility as to avoid adverse effects that impair the use, safety or livability of adjacent properties.*
- 6.27.5 *Any Cannabis Production Facility must obtain a Development Permit from the City. Architectural, landscaping, signage, and lighting plans are required to be submitted in order to be considered for approval.*
- 6.27.6 *A Cannabis Production Facility must limit their hours of operation to occur be between 8:00 am and 8:00 pm.*

**PARKING REGULATIONS**

With regards to the number of parking stalls provided on site, under both the 'Commercial' and 'Industrial' parts of subsection 7.9 **Required Amount of Parking** (within the Parking Regulations section of the Zoning Bylaw) add the following text:

*Cannabis Production Facility: 1 per employee or 1 per 190 m<sup>2</sup> (2045 ft<sup>2</sup>) of gross floor area, whichever is the greater.*

**OFFICIAL COMMUNITY PLAN AMENDMENTS**

As per Council's direction, staff propose adding the following text to the Official Community Plan. The purpose of this additional text is to provide specific guidelines for the form and character of commercial and industrial Cannabis Production Facilities.

For commercial Cannabis Production Facilities staff recommend adding the following text under **Section 1.2 Development Permit Area No. 2 Commercial Development:**

**iv) Commercial Cannabis Production Facilities – Additional Guidelines**

- Any Cannabis Production Facility to be located within a commercial zone must follow relevant Commercial Development Permit Area Design Guidelines, Sign Bylaw requirements and any other design guidelines. Development permit area exemptions do not apply.
- Development permit application submissions shall include information on venting, as well as information on how odors from the business would be addressed (e.g. location of venting, carbon filters, etc.).

- Repetitive and featureless monotonous buildings and barriers (such as solid fences and blank walls) shall be avoided.
- Fences located in the frontyard setback are strongly discouraged. Landscaping generally shall be used, in preference to fences and walls, to provide buffers and screens.
- Sound attenuation measures should be employed. May include planting, grade changes and greater separation of uses in preference to fences.
- Loading zones and/or garbage facilities shall be screened and/or located away from public entrances and front of building activity. Loading entrances should be secure.
- A sidewalk 1.9 metres in width shall be provided (or improved) along road frontages.
- Setbacks and buffers should provide adequate separation from conflicting adjacent uses.
- On-site lighting should permit identification of another person's face at a 23 metre distance.

For industrial Cannabis Production Facilities staff recommend adding the following text under **Section 1.3 Development Permit Area No. 3 Industrial Development**

**Industrial Cannabis Production Facilities – Additional Guidelines**

- Any Cannabis Production Facility to be located within an industrial zone shall follow relevant Industrial Development Permit Area Design Guidelines, Sign Bylaw requirements and any other design guidelines. Development permit area exemptions do not apply.
- Development permit application submissions shall include information on venting, as well as information on how odors from the business would be addressed (e.g. location of venting, carbon filters, etc.).
- The site shall provide a hard-landscaped buffer (i.e. fence or wall) and a landscaped buffer consisting of some combination of trees, shrubs, hedges, ground cover, lawns, or other horticultural elements.
- Repetitive and featureless monotonous buildings and barriers (such as solid fences and blank walls) shall be avoided.
- Sound attenuation measures should be employed. May include planting, grade changes and greater separation of uses in preference to fences.
- Loading zones and/or garbage facilities shall be screened and/or located away from public entrances and front of building activity. Loading entrances should be secure.
- Setbacks and buffers should provide adequate separation from conflicting adjacent uses.
- On-site lighting should permit identification of another person's face at a 23 metre distance.
- Large industrial facilities should incorporate signage into formal entrance features.

**SUMMARY**

The City of Port Alberni is considering implementing regulations to permit Cannabis Production Facilities within city limits. Staff have developed recommendations that both incorporate public input and consider best practices demonstrated in other communities. The proposed approach will permit certain types of Cannabis Production Facilities in industrial zones and limited commercial zones. Additional regulations are being

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proposed to mitigate concerns about odor, noise, air quality, and clustering of cannabis uses. All Cannabis Productions Facilities should be required to obtain a development permit to also help mitigate concerns and help ensure high quality development standards.

As of September 14, 2020, the City has received some additional feedback about the proposed bylaws. Public feedback has been given at the public hearing and by way of written correspondence. City Council is being asked to consider whether they would like to proceed with third reading of the proposed bylaws as currently written, or if they would like staff to make further revisions to the proposed bylaws.

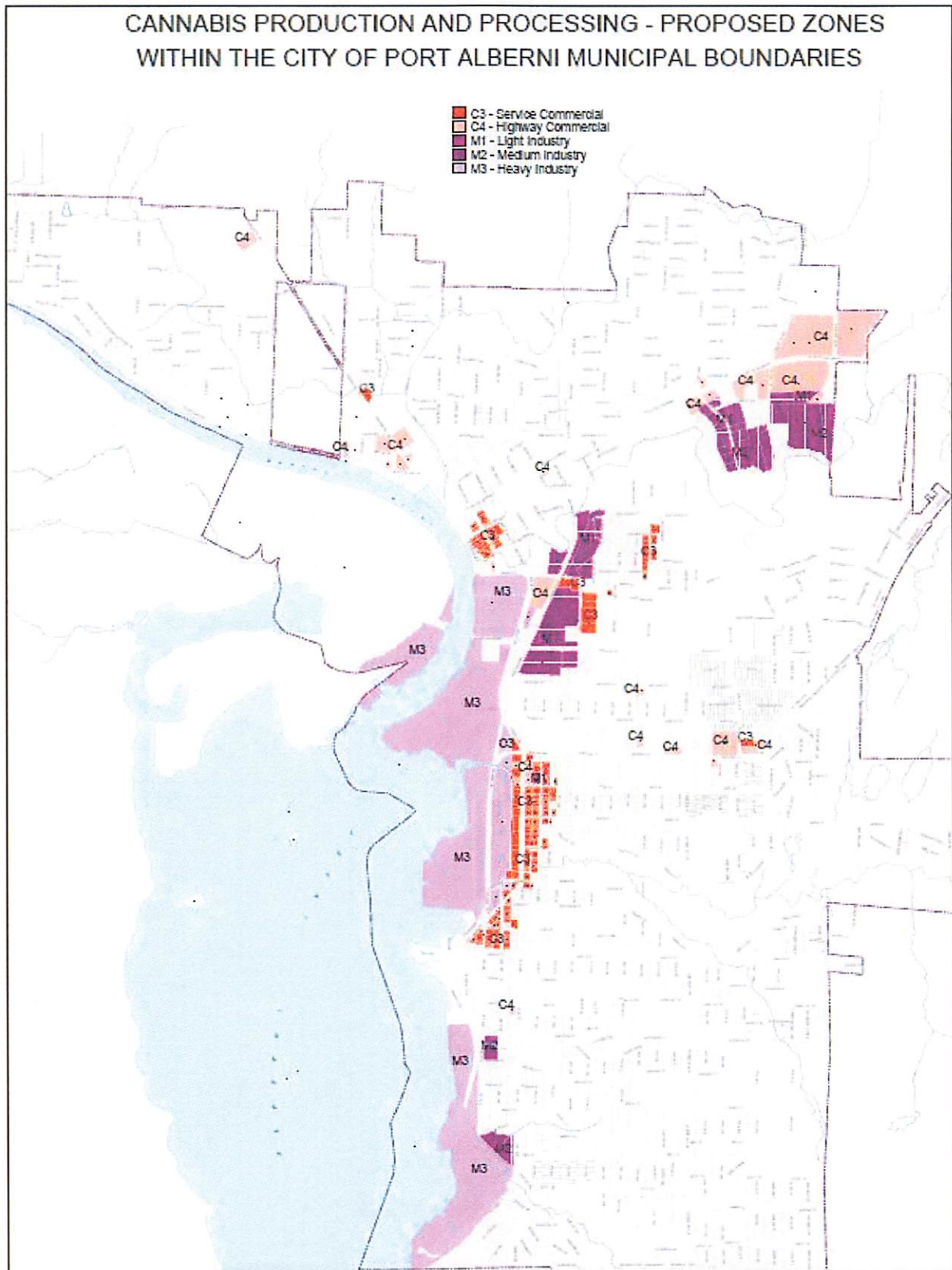
**ATTACHMENTS/REFERENCE MATERIALS**

Map – Proposed Zones for Consideration

C:       to City staff; etc.,

J:\Engineering\Planning\Development Applications\ZoningAmend\ZON-2020\CityWide-CannabisCultivation\Cannabis Amendments-CouncilCoverReport  
- 3rd reading.docx

## PROPOSED ZONES FOR CONSIDERATION



**PUBLIC HEARING – REPORT**  
**Monday, September 14, 2020 @ 6:30 pm**  
**Via Zoom platform**

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

Virtual Participants: 4

**A. CALL TO ORDER & APPROVAL OF THE AGENDA**

*MOVED and SECONDED, THAT the agenda be approved as circulated.*  
**CARRIED**

Chair Minions read an opening statement pertaining to the process and conduct of the Public Hearing.

**1. Description of the Application**

The City Clerk provided a summary of the application as follows:

The applicant (City of Port Alberni) is applying for consideration of changes to the City's Official Community Plan and Zoning Bylaw (*Bylaw 4832*) to introduce Cannabis Production Facilities (cannabis cultivation and processing) as a permitted use within city limits. The proposed amendments would introduce new definitions, identify specific zones, and provide other regulations and policy direction for cannabis cultivation and processing uses.

The proposed bylaws are:

- "Official Community Plan Amendment No. T5 (Cannabis Cultivation – Development Permit Area Regulations), Bylaw No. 5012"
- "Zoning Bylaw Text Amendment No. T25 (Cannabis Cultivation), Bylaw No. 5013"

**2. Background Information from the Manager of Planning report dated September 9, 2020.**

The Manager of Planning provided background information regarding the proposed amendments by way of summarizing the report of September 9, 2020 attached hereto and forming part of this report.

**3. Correspondence**

**4. Late Correspondence Regarding the Matter**

The City Clerk summarized correspondence received from Ms. Dana Walter of Mallory Drive expressing opposition to the proposed bylaws, in particular, the odour that is created by the cultivation and processing of cannabis.

The City Clerk also summarized correspondence received from Ms. S. Gerigk opposing the bylaw, in particular, the impacts to air quality and odour; the bylaw being silent on penalties regarding operators who do not adhere to the bylaw, and that the bylaw should include stronger language [ie., 'shall' vs. 'should'].

**5. Input from the Public regarding the Bylaw**

Chair Minions invited comments from the public [virtual participants]. Hearing none, Chair Minions invited questions/comment from Council.

**6. Questions from Council:**

Council commented/queried as follows:

- Council is taking a conservative approach. For example, the requirement that facilities may not be within 300m of each other prevents clusters
- perhaps the general public do not know what cultivation facilities might look like
- the Chair and some members of Council have toured facilities where you couldn't smell the cultivation of cannabis
- confident that cannabis cultivation facilities can be incorporated in a very professional/positive way
- some members of Council have not had the opportunity to tour existing facilities – therefore, important to have answers to questions from the community

**7. Closing Remarks by the Chair:**

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

For the first time, Chair Minions asked for any further input from the public.

Ms. Dana Walter of Mallory Drive expressed concern with conducting the hearing via zoom, noting she has spent the last 30 minutes trying to help somebody join. Perhaps others are interested as well but unable to participate electronically. Ms. Walter feels that a number of residents are not aware of the proposed changes to the bylaw.

City staff noted legislative requirements were met when advising of this scheduled hearing including:

- Notice in the AV news [x 2]
- the City's Website; and
- information shared via the City's social media platforms

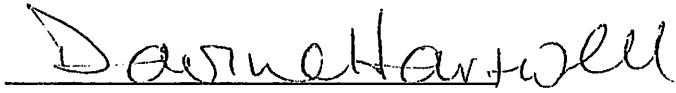
Chair Minions called for a second time for input from the public.

Hearing none, Chair Minions called for a third and final time.

Hearing none, it was

*MOVED AND SECONDED, THAT this Public Hearing terminate at 7:05 pm*

**CARRIED**

A handwritten signature in black ink, appearing to read "Davina Hartwell", written over a horizontal line.

Davina Hartwell, City Clerk

## CITY OF PORT ALBERNI

### BYLAW NO. 5012

#### 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. T5 (Cannabis Cultivation - Development Permit Area Regulations), Bylaw No. 5012**".

##### 2. Official Community Plan Text Amendments

Schedule One" that forms an integral part of Official Community Plan Bylaw, No. 4602 is hereby amended by:

A. Adding a subsection below Section E, Implementation - 1.2 Development Permit Area No.2 – Commercial Development, iii) Highway Commercial (HCO) – Additional guidelines as follows:

##### ***"iv) Commercial Cannabis Production Facilities – Additional Guidelines***

1. Any Cannabis Production Facility to be located within a commercial zone must follow relevant Commercial Development Permit Area Design Guidelines, Sign Bylaw requirements and any other design guidelines. Development permit area exemptions do not apply.
2. Development permit application submissions shall include information on venting, as well as information on how odors from the business would be addressed (e.g. location of venting, carbon filters, etc.).
3. Repetitive and featureless monotonous buildings and barriers (such as solid fences and blank walls) shall be avoided.
4. Fences located in the front yard setback are strongly discouraged. Landscaping generally shall be used, in preference to fences and walls, to provide buffers and screens.
5. Sound attenuation measures should be employed. May include planting, grade changes and greater separation of uses in preference to fences.
6. Loading zones and/or garbage facilities shall be screened and/or located away from public entrances and front of building activity. Loading entrances should be secure.
7. A sidewalk 1.9 metres in width shall be provided (or improved) along road frontages.
8. Setbacks and buffers should provide adequate separation from conflicting adjacent uses."
9. On-site lighting should permit identification of another person's face at a 23 metre distance."

**B. Adding the following text below Section E, Implementation, 1.3 Development Permit Area No. 3  
– Industrial Development Guidelines 5:**

***“6. Industrial Cannabis Production Facilities – Additional Guidelines***

- a. Any Cannabis Production Facility to be located within an industrial zone shall follow relevant Industrial Development Permit Area Design Guidelines, Sign Bylaw requirements and any other design guidelines. Development permit area exemptions do not apply.*
- b. Development permit application submissions shall include information on venting, as well as information on how odors from the business would be addressed (e.g. location of venting, carbon filters, etc.).*
- c. The site shall provide a hard-landscaped buffer (i.e. fence or wall) and a landscaped buffer consisting of some combination of trees, shrubs, hedges, ground cover, lawns, or other horticultural elements.*
- d. Repetitive and featureless monotonous buildings and barriers (such as solid fences and blank walls) shall be avoided.*
- e. Sound attenuation measures should be employed. May include planting, grade changes and greater separation of uses in preference to fences.*
- f. Loading zones and/or garbage facilities shall be screened and/or located away from public entrances and front of building activity. Loading entrances should be secure.*
- g. Setbacks and buffers should provide adequate separation from conflicting adjacent uses.*
- h. On-site lighting should permit identification of another person's face at a 23 metre distance.*
- i. Large industrial facilities should incorporate signage into formal entrance features.”*

**READ A FIRST TIME THIS 25<sup>TH</sup> DAY OF MAY, 2020.**

**READ A SECOND TIME THIS 25<sup>TH</sup> DAY OF MAY, 2020.**

**A PUBLIC HEARING WAS HELD THIS 14<sup>TH</sup> DAY OF SEPTEMBER, 2020.**

**READ A THIRD TIME THIS      DAY OF      , 2020.**

**FINALLY ADOPTED THIS      DAY OF      , 2020.**

\_\_\_\_\_  
**Mayor**

\_\_\_\_\_  
**City Clerk**

# CITY OF PORT ALBERNI

## BYLAW NO. 5013

### 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 purposes as "**Zoning Bylaw Text Amendment No. T25 (Cannabis Cultivation), Bylaw No. 5013**".

#### 2. Zoning Text Amendment

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

##### A. Under **Section 4 Definitions of the Zoning Bylaw**, add the following text:

**"CANNABIS"** means a cannabis plant, including the phytocannabinoids produce by or found in such a plant regardless of whether that part has been processed or not and any substance or mixture of substances that contains or has on it and part of such a plant and any substance that is identical to a phytocannabinoid produced by or found in such a plant regardless of how the substance was obtained. Marijuana shall have the same definition.

**"CANNABIS PRODUCTION FACILITY"** means the use of land, buildings or structures for the cultivation, processing, testing, destruction, packaging and shipping of cannabis/marijuana, or any products containing or derived from cannabis that are regulated under the federal Cannabis Act. These facilities may be further categorized as either a standard or micro-cultivation use, a cannabis nursery use, or standard or micro-processing use. May also include any medical marihuana facility regulated under the Access to Cannabis for Medical Purposes Regulations. Specifically excludes storefront or retail outlet distribution of cannabis.

**"STANDARD CULTIVATION, CANNABIS"** means the indoor large-scale growing of cannabis plants and harvesting material from those plants, as well as associated activities. Canopy space up to or more than 200 square metres (2152 square feet) is permitted.

**"MICRO-CULTIVATION, CANNABIS"** means the indoor small-scale growing of cannabis plants and harvesting material from those plants, as well as associated activities. Canopy space up to 200 square metres (2152 square feet) is permitted.

**"NURSERY, CANNABIS"** means the indoor growing of cannabis plants to produce starting material (seed and seedlings) and associated activities. Canopy space must not exceed 50 square metres (538 square feet).

**"STANDARD PROCESSING, CANNABIS"** means the large-scale manufacturing, packaging and labelling of cannabis products destined for sale to consumers, and the

*intra-industry sale of these products, including to provincially/territorially authorized distributors, as well as associated activities. There is no limitation on the amount of dried flower processed annually.*

**"MICRO-PROCESSING, CANNABIS"** means the small-scale manufacturing, packaging and labelling of cannabis products destined for sale to consumers, and the intra-industry sale of these products, including to provincially/territorially authorized distributors, as well as associated activities. Up to 600 kg of dried flower may be processed annually.

**B. Under Section 5 Establishment of Zones of the Zoning Bylaw, add text as follows:**

To section 5.27.1 (the list of Principal Permitted Uses) in the **M1 – Light Industry Zone1:**

*"Standard cultivation, Cannabis"*  
*"Standard processing, Cannabis"*  
*"Micro-cultivation, Cannabis"*  
*"Micro-processing, Cannabis"*  
*"Nursery, Cannabis"*

To section 5.28.1 (the list of Principal Permitted Uses) in the **M2 – Medium Industry Zone:**

*"Standard cultivation, Cannabis"*  
*"Standard processing, Cannabis"*  
*"Micro-cultivation, Cannabis"*  
*"Micro-processing, Cannabis"*  
*"Nursery, Cannabis"*

To section 5.29.1 (the list of Principal Permitted Uses) in the **M3 – Heavy Industry Zone:**

*"Standard cultivation, Cannabis"*  
*"Standard processing, Cannabis"*  
*"Micro-cultivation, Cannabis"*  
*"Micro-processing, Cannabis"*  
*"Nursery, Cannabis"*

To Section 5.20.1 (the list of Principal Permitted Uses) in the **C3 - Service Commercial Zone:**

*"Micro-cultivation, Cannabis"*  
*"Micro-processing, Cannabis"*  
*"Nursery, Cannabis"*

To Section 5.21.1 (the list of Principal Permitted Uses) in the **C4 - Highway Commercial Zone:**

*"Micro-cultivation, Cannabis"*  
*"Micro-processing, Cannabis"*  
*"Nursery, Cannabis"*

**C. Under Section 6 General Regulations of the Zoning Bylaw, add text as follows:**

**"Section 6.27 Cannabis Production Facilities:**

*All Cannabis Production Facilities shall conform to the following:*

- 6.27.1 Any operational Cannabis Production Facility must be regulated, approved and licensed by Health Canada. A City Business License is also required for operations.
- 6.27.2 A Cannabis Production Facility is not permitted within 300 metres of the nearest property line of a site containing a school, licensed daycares, or another Cannabis Production Facility.
- 6.27.3 If zoned favorably a Cannabis Production Facility may operate a cultivation, processing, and retail use in conjunction on site. A Cannabis Production Facility is not permitted in conjunction with any other use.
- 6.27.4 A Cannabis Production Facility must be built to contain odor, noise, light and glare within the facility as to avoid adverse effects that impair the use, safety or livability of adjacent properties.
- 6.27.5 Any Cannabis Production Facility must obtain a Development Permit from the City. Architectural, landscaping, signage, and lighting plans are required to be submitted in order to be considered for approval.
- 6.27.6 A Cannabis Production Facility must limit their hours of operation to occur between 8:00 am and 8:00 pm.

D. Under **Section 7 Parking and Loading Regulations** of the Zoning Bylaw, add text as follows:

To section **7.9 Required Amount of Parking** table under **Commercial Use** Required Parking Spaces add:

"Cannabis Production Facility: 1 per employee or 1 per 190 m<sup>2</sup> (2045 ft<sup>2</sup>) of gross floor area, whichever is the greater."

To section **7.9 Required Amount of Parking** table under **Industrial Use** Required Parking Spaces add:

"Cannabis Production Facility: 1 per employee or 1 per 190 m<sup>2</sup> (2045 ft<sup>2</sup>) of gross floor area, whichever is the greater."

**READ A FIRST TIME THIS 25<sup>TH</sup> DAY OF MAY, 2020.**

**READ A SECOND TIME THIS 25<sup>TH</sup> DAY OF MAY, 2020.**

**A PUBLIC HEARING WAS HELD THIS 14<sup>TH</sup> DAY OF SEPTEMBER, 2020.**

**READ A THIRD TIME THIS      DAY OF      , 2020.**


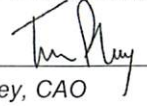
**FINALLY ADOPTED THIS      DAY OF      , 2020.**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

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Date: September 28, 2020  
File No: 1970-03  
To: Mayor & Council  
From: T. Pley, CAO  
Subject: 2021 Permissive Tax Exemption Bylaw 4997 & 4998 – Approval of Bylaw Schedules

Prepared by:  Deputy Director of Finance	Supervisor: A. MCGIFFORD Director of Finance	CAO Concurrence:  T. Pley, CAO
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#### RECOMMENDATION

- That "Permissive Tax Exemption Bylaw, 2020, Amendment No. 1, Bylaw No. 4997-1" be now introduced and read a first time.
- That "Permissive Tax Exemption Bylaw, 2020, Amendment No. 1, Bylaw No. 4997-1" be read a second time.
- That "Permissive Tax Exemption Bylaw, 2020, Amendment No. 1, Bylaw No. 4997-1" be read a third time.
- That "Places of Public Worship Exemption, Amendment No. 1, Bylaw No. 4998-1" be now introduced and read a first time.
- That "Places of Public Worship Exemption, Amendment No. 1, Bylaw No. 4998-1" be read a second time.
- That "Places of Public Worship Exemption, Amendment No. 1, Bylaw No. 4998-1" be read a third time.

#### PURPOSE

To provide council with amendments to the City's current "Permissive Tax Exemption Bylaw 4997" and "Places of Public Worship Exemption Bylaw 4998" for consideration of three readings.

#### BACKGROUND

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

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

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

## ALTERNATIVES/OPTIONS

### Option one:

Provide three readings to proposed *"Permissive Tax Exemption Bylaw, 2020, Amendment No. 1, Bylaw No. 4997-1"* and *"Places of Public Worship Exemption, Amendment No. 1, Bylaw No. 4998-1"* as presented.

The amendments reflect Council's direction for organizations whose revenues have been impacted by COVID-19 and includes new organization that meet the criteria as outlined in Council's policy.

### Option two:

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

## ANALYSIS

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

In 2019 Council adopted "Permissive Tax Exemption Bylaw 4997" and "Places of Public Worship Exemption Bylaw 4998" for the 2020-2023 tax years.

During the four-year term of the bylaw, the City requires on an annual basis that organizations reconfirm their eligibility to receive an exemption and also invites new applications for consideration.

In accordance with the City's policy, staff has conducted a review of current PTE recipients as well as new applications for the 2021 tax year. The review resulted in six new properties deemed eligible for exemption and the cancellation of two exemptions due to closures and dissolutions of organizations. As well, and in accordance with Council's direction provided at the Regular Council meeting held September 14, 2020, exemptions for organizations whose revenue streams from food and/or liquor sales have been impacted due to COVID-19 have been recalculated.

The following new applications are included in Schedule "A" of "Permissive Tax Exemption Bylaw, 2020, Amendment No. 1, Bylaw No. 4997-1":

Name of Organization	Property Description	% of PTE
Canadian Mental Health Association Caretaker Residences subject to City lease	4720 Pemberton Rd (Roger Creek) 5095 Pineo Rd (Blair Park) 4000 Compton Rd (Klitsa Park) 4250 Wallace St (Russell Field) 5081 Bishop Ave (Williamson Park)	100%
Alberni Valley Hospice Society (Hospice Centre)	2579 10 <sup>th</sup> Avenue	96.42%

The following organizations have had the amount of their PTE recalculated in accordance with Council's September 14, 2020 direction:

Organization	Current PTE %	Amended PTE %
Port Alberni Black Sheep Rugby Club	79.43%	90.30%
Community Arts Council of the Alberni Valley	80.57%	97.64%
Port Alberni Lawn Bowling Club	73.65%	89.64%

Potluck Ceramics/PA Fundraising Coop located at 4473 Gertrude Street is no longer operating and is being removed from the Bylaw.

In regards to the Places of Public Worship Exemption Bylaw the Khalsa Diwan Society located at 3558 12<sup>th</sup> Avenue is no longer operating as a church and is being removed from the Bylaw.

### IMPLICATIONS

The estimated municipal taxes foregone for the amendments included in the proposed Amendment Bylaws is \$6,397.87 for the 2021 tax year. The approximate value of total exemptions for 2021 is \$250,326.81 or a 13.83% tax impact which is within the parameters established by Council's policy.

### COMMUNICATIONS

Before final adoption of "*Permissive Tax Exemption Bylaw, 2020, Amendment No. 1, Bylaw No. 4997-1*" and "*Places of Public Worship Exemption, Amendment No. 1, Bylaw No. 4998-1*" public notice will be provided in accordance with section 227 of the *Community Charter*. In accordance with legislation, Permissive Tax Exemption Bylaws must be adopted by October 31<sup>st</sup>.

### BYLAWS/PLANS/POLICIES

- *Permissive Tax Exemption policy*

### SUMMARY

The *Community Charter* provides the legislative authority for both permissive and statutory tax exemptions. In accordance with the City's policy, a review of existing exemptions and new applications has been undertaken by staff and has resulted in proposed amendments to both the Permissive Tax Exemption and Places of Public Worship Exemption Bylaws. Prior to final adoption by the October 31<sup>st</sup> deadline, public notice will be provided in accordance with *Community Charter* provisions.

**ATTACHMENTS:**

- *"Permissive Tax Exemption Bylaw, 2020, Amendment No. 1, Bylaw No. 4997-1"*
- *"Places of Public Worship Exemption, Amendment No. 1, Bylaw No. 4998-1"*
- *Permissive Tax Exemption policy*
- *Permissive Taxation Table 2021 estimated amounts*

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**CITY OF PORT ALBERNI**

**BYLAW NO. 4997-1**

**A BYLAW TO AMEND PERMISSIVE TAX EXEMPTION BYLAW 4997**

**Whereas** the *Community Charter* provides that the Council may by bylaw, in accordance with the section, exempt land or improvements or both from taxation to the extent, for the period and subject to the conditions provided in the bylaw, and;

**Whereas** Council has adopted a Permissive Tax Exemption Bylaw pursuant to the *Community Charter*,

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

**1. Title**

This Bylaw may be known and cited for all purposes as "**Permissive Tax Exemption Bylaw, 2020, Amendment No. 1, Bylaw No. 4997-1**".

**2. Amendments**

- 2.1 Remove Schedule "A-1" and replace it with Schedule "A" attached hereto and forming part of the bylaw.
- 2.2 The properties described on the attached Schedule "A" shall receive permissive exemptions from taxation with respect to land and improvements to the extent shown.

**READ A FIRST TIME THIS      DAY OF      , 2020**

**READ A SECOND TIME THIS      DAY OF      , 2020.**

**READ A THIRD TIME THIS      DAY OF      , 2020.**

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

**FINALLY ADOPTED BY COUNCIL THIS      DAY OF      , 2020.**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

**BYLAW NO. 4997-1**  
**SCHEDULE A**  
**DESCRIPTION OF PERMISSIVE TAX EXEMPTIONS**

<b>NAME OF ORGANIZATION AND APPLICABLE AUTHORITY OF THE COMMUNITY CHARTER</b>	<b>CONDITION OF PERMISSIVE TAX EXEMPTION</b>	<b>PROPERTY DESCRIPTION</b>	<b>PERIOD OF EXEMPTION</b>
<b>666082 BC Ltd (dba Alberni Valley Bulldogs)</b> <i>224 (2) (i) public athletic or recreational purposes</i>	100%	Lot 1, DL 92, Plan 27429 (3737 Roger Street) Folio 092-0691-15	January 1, 2020 - December 31, 2023
<b>Alberni Athletic Association</b> <i>224 (2) (i) public athletic or recreational purposes</i>	100%	Lot A, DL 92, Alberni District, Plan EPP6009 (3727 Roger Street) Folio 092-0691-04	January 1, 2020 - December 31, 2023
<b>Alberni Clayoquot Continuing Care Society – Fir Park Village</b> <i>224 (2) (h) land surrounding a seniors' home</i> <i>224 (2) (j) licenced community care facility</i>	100%	Lot B, DL 1, AD, Plan 32448 (4411 Wallace Street) Folio 001-3931-00	January 1, 2020 - December 31, 2023
<b>Alberni Clayoquot Continuing Care Society – Echo Village</b> <i>224 (2) (h) land surrounding a hospital</i>	100%	Lot A, DL 1, Plan VIS5964 (4200 10th Avenue) Folio 001-3556-10	January 1, 2020 - December 31, 2023
<b>Alberni Clayoquot Continuing Care Society – Echo Village</b> <i>224 (2) (h) land surrounding a hospital</i>	66.67%	Lot 1, Plan VIP5330, DL 1 (under power lines adjacent to Wallace St) Folio 990-0511-40	January 1, 2020 - December 31, 2023
<b>Alberni Community &amp; Women's Services Society</b>	100% of Folio 013-0399-01	Lot A, DL 13, Plan 64605, Folio 013-0399-01	January 1, 2020 - December 31, 2023

NAME OF ORGANIZATION AND APPLICABLE AUTHORITY OF THE COMMUNITY CHARTER	CONDITION OF PERMISSIVE TAX EXEMPTION	PROPERTY DESCRIPTION	PERIOD OF EXEMPTION
<i>224 (2) (a) charitable or not for profit organization</i>	61% of Folio 001-0874-00	Portion of Lot 1, DL 1, Plan VIP56667 Folio 001-0874-00	
<b>Alberni District Fall Fair</b> <i>224 (2) (a) charitable or not for profit organization</i>	As outlined on schedule A-2.1 and A-2.2	Portion of Lot 2, DL 92, Plan 29389 (4102 Hollywood Street) Folios 092-0691-10, 092-0694-00, 092-0696-10, 990-0511-10	January 1, 2020 - December 31, 2023
<b>Alberni Valley Alnon Club</b> <i>224 (2) (a) charitable or not for profit organization</i>	100%	Lot B Block 86 DL 1, Plan VIP33737 (3028 2nd Avenue) Folio 001-3941-00	January 1, 2020 - December 31, 2023
<b>Alberni Valley Childcare Society</b> <i>224 (2) (a) charitable or not for profit organization</i>	100%	Portion of Lot 15, Block 5, DL 1, Plan 11410 (4222 Cedarwood Street) - Stepping Stones Too Folio 001-3107-02	January 1, 2020 - December 31, 2023
<b>Alberni Valley Curling Club</b> <i>224 (2) (i) public athletic or recreational organization</i>	100%	Portion of Lot 1, DL 1, Plan 14814 Folio 001-3380-01	January 1, 2020 - December 31, 2023
<b>Alberni Valley Hospice Society (Ty Watson House)</b> <i>224 (2) (j) organization operating &amp; licensed under the Community Care and Assisted Living Act;</i> <i>224 (2) (a) charitable or not for profit organization</i>	100%	Lots 23-24, Block 67, DL 1, Plan 197B (2649 2nd Avenue) - Ty Watson House Folio 001-0821-00	January 1, 2020 - December 31, 2023

NAME OF ORGANIZATION AND APPLICABLE AUTHORITY OF THE COMMUNITY CHARTER	CONDITION OF PERMISSIVE TAX EXEMPTION	PROPERTY DESCRIPTION	PERIOD OF EXEMPTION
<b>Alberni Valley Hospice Society (Hospice Centre)</b> <i>224 (2) (a) charitable or not for profit organization</i>	96.42%	Lot A, DL 1, ALD, Plan VIP23217 (2579 Tenth Ave)- Alberni Valley Hospice Folio 001-3581-00	January 1, 2021- Dec 31, 2023
<b>Alberni Valley Minor Hockey Association</b> <i>224 (2) (i) public athletic or recreational purposes</i>	100%	Office within Multiplex Portion of Lot 1, Plan 5330 (3737 Roger Street) Folio 092-0691-03	January 1, 2020 - December 31, 2023
<b>Alberni Valley Minor Softball Association</b> <i>224 (2) (i) public athletic or recreational purposes</i>	100%	Portion of Lot A, DL 92, Plan 31446 (4200 Wood Avenue) Folio 092-0696-01	January 1, 2020 - December 31, 2023
<b>Alberni Valley Rescue Squad</b> <i>224 (2) (a) charitable or not for profit organization</i>	100%	Lot 2, DL 137, Plan 52779 (4790 Tebo Avenue) Folio 014-0511-00	January 1, 2020 - December 31, 2023
<b>Alberni Valley Senior Citizens' Homes (Wallace St.)</b> <i>224 (2) (h) land surrounding a senior's home under Sec 220 (1) (i)</i>	100%	Lot A, District Lot 1, Plan 32448 (4467 Wallace Street) - Pioneer Towers Folio 001-3930-00	January 1, 2020 - December 31, 2023
<b>Alberni Valley Youth Soccer Association</b> <i>224 (2) (i) public athletic or recreational purposes</i>	100%	Portion of Lot A, DL 92, Plan 31446 (4200 Wood Avenue) Folio 092-0696-02	January 1, 2020 - December 31, 2023

NAME OF ORGANIZATION AND APPLICABLE AUTHORITY OF THE COMMUNITY CHARTER	CONDITION OF PERMISSIVE TAX EXEMPTION	PROPERTY DESCRIPTION	PERIOD OF EXEMPTION
<b>BC SPCA</b> <i>224 (2) (e) Partnering agreement providing a municipal service; 224 (2) (a) charitable or not for profit organization</i>	100%	Part of Lot B, DL 14, Plan 31798, Part of Lot A, DL 137, Plan 62423, Part of DL 143 (4936 Broughton Street) Folio 014-0506-10	January 1, 2020 - December 31, 2023
<b>Bread of Life Centre</b> <i>224 (2) (a) charitable or not for profit organization</i>	100%	Lot A, DL 1, Plan 30733 (3130 3 <sup>rd</sup> Avenue) Folio 001-3910-00	January 1, 2020 - December 31, 2023
<b>CTH Management Association</b> <i>224 (2) (a) charitable or not for profit organization</i>	100%	Lots 5 & 6, DL 1, Plan 15331 (4325 Neill Street) - (Kiwanis Hilton Children's Centre & Kaleidoscope Park) Folio 001-3409-00,001-3410-00	January 1, 2020 - December 31, 2023
<b>Canadian Mental Health Association, Port Alberni Branch</b> <i>224 (2) (a) charitable or not for profit organization</i>	100%	Lot 1-3, Block 85, DL 1, Plan 197 (3174 & 3178 2nd Avenue) Folio 001-0943-00, 001-0944-00	January 1, 2020 - December 31, 2023
<b>Canadian Mental Health Association, Port Alberni Branch</b> <i>224 (2) (a) charitable or not for profit organization</i>	100%	<b>DL 1, AD, 197 &amp; 197E - Lot 1 Plan VIP21262 (4720 Pemberton Rd) Caretaker Residence</b> Folio: 001-3559-01	<b>January 1, 2021 - December 31, 2023</b>
<b>Canadian Mental Health Association, Port Alberni Branch</b> <i>224 (2) (a) charitable or not for profit organization</i>	100%	Lot 3, Blk 14, Sec 11, AD 8444 (5095 Pineo Rd ) Blair Park Caretaker Residence Folio:011-0265-00	<b>January 1, 2021 - December 31, 2023</b>

NAME OF ORGANIZATION AND APPLICABLE AUTHORITY OF THE COMMUNITY CHARTER	CONDITION OF PERMISSIVE TAX EXEMPTION	PROPERTY DESCRIPTION	PERIOD OF EXEMPTION
Canadian Mental Health Association, Port Alberni Branch <i>224 (2) (a) charitable or not for profit organization</i>	100%	Lot 12, DL 13, AD, VIP87124- (4000 Compton Rd.) Klitsa Caretaker Residence Folio:013-0434-12	January 1, 2021 - December 31, 2023
Canadian Mental Health Association, Port Alberni Branch <i>224 (2) (a) charitable or not for profit organization</i>	100%	Blk C, DL 1, AD, 6407 – (4250 Wallace St) Russell Field Caretaker Residence Folio:001-2430-00	January 1, 2021 - December 31, 2023
Canadian Mental Health Association, Port Alberni Branch <i>224 (2) (a) charitable or not for profit organization</i>	100%	Lot 131, DL 14, AD, (5081 Bishop Ave) Williamson Park Caretaker Residence Folio: 014-0489-00	January 1, 2021 - December 31, 2023
Canadian Mental Health Association, Port Alberni Branch(King George Apartments) <i>224 (2) (a) charitable or not for profit organization</i>	68.29%	Lot 1, DL 1, Plan VIP33433 (3131 5th Avenue) Folio 001-3939-00	January 1, 2020 - December 31, 2023
Central Park – Gaiga Square <i>224 (2) (e) Partnering agreement providing a municipal service</i>	100%	Lot A, DL 1, Plan VIP32610 (3009 3rd Avenue) Folio 001-3932-00	January 1, 2020 - December 31, 2023
Community Arts Council of the Alberni Valley <i>224 (2) (a) charitable or not for profit organization</i>	97.64%	Lots 20 to 22, Block 150, DL 1, Plan 197B (3061 to 3098 8 <sup>th</sup> Avenue) Folios 001-1562-00,001-1563-00, 001-1564-00	January 1, 2021 - December 31, 2023

NAME OF ORGANIZATION AND APPLICABLE AUTHORITY OF THE COMMUNITY CHARTER	CONDITION OF PERMISSIVE TAX EXEMPTION	PROPERTY DESCRIPTION	PERIOD OF EXEMPTION
<b>Echo Sunshine Club</b> <i>224 (2) (i) public athletic or recreational purposes</i>	100%	Portion of Lot 1, District Lot 1 , Plan 5330 (4255 Wallace Street) Folio 990-0513-02	January 1, 2020 - December 31, 2023
<b>Hupacasath First Nation (Ooh-Ah-Tluk-Kuu-Wil Society)</b> <i>224 (2) (i) public athletic or recreational purposes</i>	100%	Lot A, DL 11, AD Plan VIP1285 (4890 Beaver Crk Rd) Folio 011-0159-00	January 1, 2020 - December 31, 2023
<b>Island Corridor Foundation</b> <i>224 (2) (a) charitable or not for profit organization</i>	100%	Part of District Lot 12, AD on Plan annexed to DD7958I - Folio 990-0301-00 Lot A, DL 12, Plan 67727 -Folio 990-0311-03 Lot A, DL 1, Plan 67726 -Folio 990-0311-04 Part of DL 1, AD on Plan attached to DD18162 included in Plan 67961 - Folio 990- 0311-05 Lot 2, DL 1, Plan 10780 except Part in Plan 32280 and 67137 - Folio 001-2976-00	January 1, 2020 - December 31, 2021
<b>Mount Arrowsmith Skating Club</b> <i>224 (2) (i) public athletic or recreational purposes</i>	100%	Office within Multiplex Portion of Lot 1, Plan 27429 (3737 Roger Street) Folio 092-0691-02	January 1, 2020 - December 31, 2023
<b>Port Alberni Aquatic - Tsunami Swim Club</b> <i>224 (2) (i) public athletic or recreational purposes</i>	100%	Portion of Lot 1, District Lot 1, Plan 5330 (4255 Wallace Street) Folio 990-0513-03	January 1, 2020 - December 31, 2023

NAME OF ORGANIZATION AND APPLICABLE AUTHORITY OF THE COMMUNITY CHARTER	CONDITION OF PERMISSIVE TAX EXEMPTION	PROPERTY DESCRIPTION	PERIOD OF EXEMPTION
<b>Port Alberni Association for Community Living</b> <i>224 (2) (a) charitable or not for profit organization</i>	100%	Lot 13, Block 86, DL 1, Plan 197 (3009 1st Avenue) - Folio 001-0971-00  Lot 15, Blk 86, DL 1, Plan 197 (3008 2nd Avenue) - Folio 001-3703-00  Lot 57, District Lot 92, Plan 39317 (3585 Huff Drive) - Folio 092-0417-00  Lot 2, Block 45, DL 1, Plan 197 (4471 Margaret Street) - Folio 001-0034-00  Lot 14-15, Block 2, DL 1, Plan VIP11410 (4521 Dogwood Street) - Folio 001-3048-00	January 1, 2020 - December 31, 2023
<b>Port Alberni Black Sheep Rugby Club</b> <i>224 (2) (i) public athletic or recreational purposes</i>	90.3% of Class 6 and Class 8 Caretakers suite not exempt (Class 1)	<b>Lot A, DL 91, Plan 63503</b> <b>(3420 Argyle Street)</b> <b>Folio 091-0077-05</b>	January 1, 2021 - December 31, 2023
<b>Port Alberni Gymnastics Association</b> <i>224 (2) (i) public athletic or recreational purposes</i>	100%	Lot 1, DL 91, Plan 60758 (3450 Argyle Street) Folio 091-0077-10	January 1, 2020 - December 31, 2023
<b>Port Alberni Lawn Bowling Club</b> <i>224 (2) (i) public athletic or recreational purposes</i>	89.64% of Class 6 and Class 8	<b>Portion of Lot 1, DL 1, Plan 5330</b> <b>(4255 A Wallace Street)</b> <b>Folio 990-0513-01</b>	January 1, 2021 - December 31, 2023

NAME OF ORGANIZATION AND APPLICABLE AUTHORITY OF THE COMMUNITY CHARTER	CONDITION OF PERMISSIVE TAX EXEMPTION	PROPERTY DESCRIPTION	PERIOD OF EXEMPTION
<b>Port Alberni Maritime Heritage Society</b> (Marine Interpretive/Discovery Centre/Lighthouse) <i>224 (2) (a) charitable or not for profit organization</i>	100%	Portion of DL 1 adjacent to Plan 11583, Block 112A - located on the Pier at Harbour Quay Marina (2900 Harbour Road) 2908 sq. ft. (Maritime Interpretive Centre/Lighthouse) Folio 001-3167-02	January 1, 2020 - December 31, 2023
<b>Port Alberni Maritime Heritage Society</b> (Banfield LifeBoat) <i>224 (2) (a) charitable or not for profit organization</i>	As outlined on schedule A-3	Lot A, DL 1 and 118, Plan 73300 (5425 Argyle Street) (Banfield Lifeboat and Canopy Structure) Folio 001-1168-10	January 1, 2020 - December 31, 2023
<b>Port Alberni Men's Slowpitch League</b> <i>224 (2) (i) public athletic or recreational purposes</i>	100% of Concession - 168 sq.ft of Class 6 Improvement.	Part of Lot 1, District Lot 1, Plan 14814 (Concession - part of 3250 9th) Folio 001-3380-00	January 1, 2020 - December 31, 2023
<b>Portal Players Dramatic Society</b> <i>224 (2) (a) charitable or not for profit organization</i>	94%	Amended Lot 3, Block 55, DL 1, Plan 197B (4904 Argyle Street) Folio 001-0726-00	January 1, 2020 - December 31, 2023
<b>Pot Luck Ceramics/PA Fundraising Coop</b> <i>224 (2) (a) charitable or not for profit organization</i>	0% No Longer in Business	Lot 2, Block 9, District Lot 1, Plan 197 (4473 Gertrude Street) Folio 001-0100-00	January 1, 2021 - December 31, 2023
<b>Royal Canadian Legion Branch #293</b> <i>224 (2) (a) charitable or not for profit organization</i>	100% - Class 8	Lot A, District Lot 1, Plan 56012 (4680 Victoria Quay) Folio 001-3579-00	January 1, 2020 - December 31, 2023
			January 1, 2020 -

NAME OF ORGANIZATION AND APPLICABLE AUTHORITY OF THE COMMUNITY CHARTER	CONDITION OF PERMISSIVE TAX EXEMPTION	PROPERTY DESCRIPTION	PERIOD OF EXEMPTION
<b>Uchucklesaht Capital Assets Inc.</b> <i>224 (2) (e) Partnering agreement providing a municipal service (Park)</i>	<p>outlined in bold on Schedule A-4</p>	<p>Lot A, Block 104, District Lot 1, Alberni District, Plan VIP197D (DD 375781) of Lots 9, 10, 11 and 12 (Easterly 72') and Block 104, District Lot 1, Alberni District, Plan VIP197D Westerly 53' of Lots 9, 10, 11 and 12 of Block 104, Plan 197D (5201 and 5231 Argyle Street) Part of Folios 001-1145-00 &amp; 001-0144-00</p>	<p>December 31, 2023</p>
<b>Western Vancouver Island Industrial Heritage Society (Portion of old Arena - 9<sup>th</sup> Ave.)</b> <i>224 (2) (a) charitable or not for profit organization</i>	<p>100%</p>	<p>Lot 1, DL 1, Plan 14815  (3250 - 9<sup>th</sup> Avenue - Portion of Old Arena)  Folio 001-3380-03  As outlined on schedule A-18</p>	<p>January 1, 2020 -  December 31, 2023</p>

**CITY OF PORT ALBERNI**

**BYLAW NO. 4998-1**

**A BYLAW TO AMEND PLACES OF PUBLIC WORSHIP EXEMPTION BYLAW 4998**

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

**1. TITLE**

This Bylaw may be known and cited for all purposes as "**Places of Public Worship  
Exemption, Amendment No. 1, Bylaw No. 4998-1**".

**2. AMENDMENT**

That the following property be removed from the Bylaw:

<b>Roll Number</b>	<b>Organization</b>	<b>Legal Description of Property</b>	<b>Civic Address</b>	<b>CONDITION OF PERMISSIVE TAX EXEMPTION</b>
001-3372-00	Khalsa Diwan Society	LT 3 DL 1 ALD PL VIP14400	3558 12th Ave.	Living Quarters Not Eligible

READ A FIRST TIME THIS DAY OF , 2020.

READ A SECOND TIME THIS DAY OF , 2020.

READ A THIRD TIME THIS DAY OF , 2020.

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

FINALLY ADOPTED BY COUNCIL THIS DAY OF , 2020.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

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

## **PREAMBLE**

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

## **POLICY**

### **1. Overall Amount**

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

### **2. Process**

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

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

Application forms must be accompanied by:

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

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

### **3. Eligibility Criteria**

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

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

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

### **4. Duration of Exemption**

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

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

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

## **5. Extent and Conditions**

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

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

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

## **PLACES OF PUBLIC WORSHIP EXEMPTIONS**

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

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

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

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

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

### 2021 Permissive Taxation Amounts

Roll No.	Owner	Civic Address	Legal Description	Est. City Taxes Foregone 2020	Est. City Taxes Foregone 2021	Est. City Taxes Foregone 2022
<b>Permissive Tax Exemption Bylaw, 2020, Bylaw No. 4997 - Charitable or Not for Profit Sec 224(2)(a)</b>						
001-0874-00	Alberni Community & Women's Services Society (61% exemption)	3082 - 3rd Ave	Portion of Lot 1, DL1, Plan VIP56667	\$ 945.71	\$ 974.08	\$ 1,003.30
013-0399-01	Alberni Community & Women's Services Society		Lot A, DL 13, Plan 64605	\$ 3,188.20	\$ 3,283.85	\$ 3,382.36
001-3941-00	Alberni Valley Alnon Club	3028 2nd Ave	Lot B Block 86 DL 1 PL VIP33737	\$ 558.27	\$ 575.02	\$ 592.27
001-3107-02	Alberni Valley Childcare Society (Stepping Stones Too)	4222 Cedarwood St	Portion of Lot 15, Block 5, DL 1, Plan 11410 -	\$ 4,723.44	\$ 4,865.14	\$ 5,011.10
014-0511-00	Alberni Valley Rescue Squad	4790 Tebo Ave	Lot 2, DL 137, Plan 52779	\$ 7,300.01	\$ 7,519.01	\$ 7,744.58
001-3910-00	Bread of Life Centre	3130 3rd Ave	Lot A, DL 1, Plan 30733	\$ 1,731.67	\$ 1,783.62	\$ 1,837.13
001-0943-00 001-0944-00	Canadian Mental Health Association, Port Alberni Branch	31740-3178 2nd Ave	Lot 1-2,3, Block 85, DL 1, Plan 197	\$ 2,797.45	\$ 2,881.37	\$ 2,967.81
001-3939-00	Canadian Mental Health Association, Port Alberni Branch (King George Apartments) (68.29% exemption - 3-1 bedroom & 25 studios)	3131 5th Ave	Lot 1, DL 1, Plan VIP33433	\$ 22,894.15	\$ 23,580.97	\$ 24,288.40
001-3559-01	Canadian Mental Health Association, Port Alberni Branch (4720 Pemberton Rd, Roger Creek Caretaker Residents)	4720 Pemberton Rd	DL 1, AD, 197 & 197E - Lot 1 Plan VIP21262		\$ 769.80	\$ 792.90
011-0265-00	Canadian Mental Health Association, Port Alberni Branch (4720 Pemberton Rd, Roger Creek Caretaker Residents)	5095 Pineo Rd	Lot 3, Blk 14, Sec 11, AD 8444 5095 Pineo Rd Blair Park Caretaker Residence		\$ 366.57	\$ 377.56
013-0434-12	Canadian Mental Health Association, Port Alberni Branch (4720 Pemberton Rd, Roger Creek Caretaker Residents)	4000 Compton Rd	Lot 12, DL 13, AD, VIP87124-4000 Compton Klitsa Caretaker Residence		\$ 189.97	\$ 195.66
001-2430-00	Canadian Mental Health Association, Port Alberni Branch (4720 Pemberton Rd, Roger Creek Caretaker Residents)	4250 Wallace St	Blk C, DL 1, AD, 6407 - 4250 Wallace St Russell Field Caretaker Residence		\$ 158.50	\$ 163.25

Roll No.	Owner	Civic Address	Legal Description	Est. City Taxes Foregone 2020	Est. City Taxes Foregone 2021	Est. City Taxes Foregone 2022
014-0489-00	Canadian Mental Health Association, Port Alberni Branch (4720 Pemberton Rd, Roger Creek Caretaker Residents)	5081 Bishop Ave	Lot 131, DL 14, AD, 5081 Bishop Ave Williamson Park Caretaker Residence		\$ 204.09	\$ 210.22
001-3409-00	CTH Management Association (Kiwanis Hilton Children's Centre)	2554 10th Ave	Lots 5, DL 1, Plan 15331 (part of playground / Kaleidoscope park)	\$ 857.87	\$ 883.60	\$ 910.11
001-3410-00	CTH Management Association (Kiwanis Hilton Children's Centre)	4325 Neill St	Lot 6, DL 1, Plan 15331	\$ 28,452.14	\$ 29,305.70	\$ 30,184.88
011-0159-00	Hupacasath First Nation (Ooh-Ah-Tluk-Kuu-Wil Society)	4890 Beaver Crk Rd	Lot A, DL 11, Plan VIP1285	\$ 9,918.53	\$ 10,216.08	\$ 10,522.57
001-3048-00	Port Alberni Association for Community Living	4521 Dogwood St	Lot14-15 Block 2 DL 1 Plan VIP11410	\$ 2,682.15	\$ 2,762.62	\$ 2,845.49
001-0971-00	Port Alberni Association for Community Living	3009 1st Ave	Lot 13, Block 86, DL 1, Plan 197	\$ 811.57	\$ 835.92	\$ 861.00
001-3703-00	Port Alberni Association for Community Living	3008 2nd Ave	Lot A DL 1 Plan VIP26322	\$ 4,392.15	\$ 4,523.91	\$ 4,659.63
092-0417-00	Port Alberni Association for Community Living	3585 Huff Dr	Lot 57, DL 92, Plan 39317	\$ 4,855.09	\$ 5,000.74	\$ 5,150.76
001-0034-00	Port Alberni Association for Community Living	4471 Margaret St	Lot 2, Block 45, DL 1, Plan 197	\$ 5,694.17	\$ 5,865.00	\$ 6,040.95
001-1168-10	Port Alberni Maritime Heritage Society (Bamfield Lifeboat and Canopy Structure)	5425 Argyle St	Lot A, DL 1 + 118, Plan 73300	\$ 167.79	\$ 172.83	\$ 178.01
001-3167-02	Port Alberni Maritime Heritage Society (Maritime Interpretive Centre/Lighthouse)	2900 Harbour Rd	Port. of DL 1 adj. to Plan 11583, Block 112A - located on Pier at Harbour Quay Marina (Lighthouse Museum & Gallery)	\$ 7,670.36	\$ 7,900.47	\$ 8,137.49
001-0100-00	Potluck Ceramics/PA Fundraising Coop	4473 Gertrude St	Lot 2, Block 9, DL 1, Plan 197	\$ 1,997.86		
001-0726-00	Portal Players Dramatic Society (94% exemption)	4904 Argyle St	Amended Lot 3, Block 55, DL 1, Plan 197B	\$ 4,170.80	\$ 4,295.93	\$ 4,424.80

Roll No.	Owner	Civic Address	Legal Description	Est. City Taxes Foregone 2020	Est. City Taxes Foregone 2021	Est. City Taxes Foregone 2022
001-3579-00	Somass War Memorial Building Society (Royal Canadian Legion Branch 293) Class 8 only	4680 Victoria Quay	Lot A, Plan VIP 56012	\$ 1,365.50	\$ 1,406.47	\$ 1,448.66
<b>Permissive Tax Exemption Bylaw, 2020, Bylaw No. 4997 - Athletic or Recreational Programs Youth/Seniors Sec 224(2)(i)</b>						
092-0691-04	Alberni Athletic Association	3727 Roger St	Lot A, DL 92, Plan EPP6009	\$ 18,902.52	\$ 19,469.59	\$ 20,053.68
091-0077-05	Port Alberni Black Sheep Rugby Club (12% exemption, excluding Class 1)	3420 Argyle St	Lot A, DL 91, Plan 63503	\$ 9,519.65	\$ 11,147.09	\$ 11,481.51
091-0077-10	Port Alberni Gymnastics Association	3450 Argyle St	Lot 1, DL 91, Plan 60758	\$ 14,273.09	\$ 14,701.28	\$ 15,142.32
990-0513-01	Port Alberni Lawn Bowling Club (73.65% exemption)	4255 A Wallace St	Portion of Lot 1, DL 1, Plan 5330	\$ 2,887.74	\$ 3,923.85	\$ 4,041.57

Roll No.	Owner	Civic Address	Legal Description	Est. City Taxes Foregone 2020	Est. City Taxes Foregone 2021	Est. City Taxes Foregone 2022
<b>Permissive Tax Exemption Bylaw, 2020, Bylaw No. 4997 - Municipal Property Sec 224(2)(a)</b>						
092-0691-15	666082 BC Ltd (dba Alberni Valley Bulldogs)	3737 Roger St	Lot 1, DL 92, Plan 27429	\$ 924.41	\$ 952.15	\$ 980.71
990-0511-10	Alberni District Fall Fair	Anderson Ave	Lot 1, DL 1, Plan VIP5330 except plan multiple, that part included in lease from the City of Port Alberni	\$ 522.18	\$ 537.84	\$ 553.98
092-0691-10 092-0696-10 * 092-0694-00 *	Alberni District Fall Fair *Alberni Fall Fair owns	4102 Hollywood St	Portion of Lot 2, DL 92, Plan 29389	\$ 9,669.23	\$ 9,959.31	\$ 10,258.09
001-3380-01	Alberni Valley Curling Club	3250 9th Ave	Portion of Lot 1, DL 1, Plan 14814	\$ 5,983.51	\$ 6,163.02	\$ 6,347.91
013-0434-13	Alberni Valley Junior Baseball Association	4000 Compton Rd	Lot A, DL 13, Plan 29927	\$ 99.80	\$ 102.79	\$ 105.87
092-0691-03	Alberni Valley Minor Hockey Association	3737 Roger St	Office within Multiplex - Portion of Lot 1, Plan 5330	\$ 254.59	\$ 262.23	\$ 270.10
092-0696-01	Alberni Valley Minor Softball	4200 Wood Ave	Portion of Lot A, DL 92, Plan 31446	\$ 470.15	\$ 484.26	\$ 498.78
092-0696-02	Alberni Valley Youth Soccer Association	4200 Wood Ave	Portion of Lot A, DL 92, Plan 31446	\$ 2,543.27	\$ 2,619.57	\$ 2,698.15
001-1562-00, 001-1563-00, 001-1564-00	Community Arts Council of the Alberni Valley (80.57% exemption)	3061 - 3098 8th Ave	Lots 20-22, Block 150, DL 1, Plan 197B	\$ 3,237.86	\$ 3,923.85	\$ 4,041.57
990-0513-02	Echo Sunshine Club	4255 Wallace St	Portion of Lot 1, DL 1, Plan 5330	\$ 151.88	\$ 156.43	\$ 161.13
092-0691-02	Mount Arrowsmith Skating Club	3737 Roger St	Office in Multiplex, Port.of Lot 1, Plan 27429	\$ 243.02	\$ 250.31	\$ 257.82

Roll No.	Owner	Civic Address	Legal Description	Est. City Taxes Foregone 2020	Est. City Taxes Foregone 2021	Est. City Taxes Foregone 2022
990-0513-03	Port Alberni Aquatic - Tsunami Swim Club	4255 Wallace St	Portion of Lot 1, DL 1, Plan 5330	\$ 206.85	\$ 213.06	\$ 219.45
001-3380-00	Port Alberni Men's Slowpitch League (168 sq ft of Improvements for concession only)	(concession only - part of 3250 9th Ave)	Part of Lot 1, DL 1, Plan 14814	\$ 36.40	\$ 37.49	\$ 38.62
001-3380-03	Western Vancouver Island Industrial Heritage Society (Portion of Old Arena)	3250 9th Ave	Lot 1, DL 1, Plan 14815	\$ 9,773.86	\$ 10,067.07	\$ 10,369.09
<b>Permissive Tax Exemption Central Park Bylaw 2020, Bylaw No. 4997 Partnering Agreement Sec 224(2)(e)</b>						
014-0506-10	BC SPCA (Alberni Valley Branch)	4936 Broughton St	Part of Lot B, DL 14, Plan 31798 + Part of Lot A, DL 137, Plan 62423, Part of DL 143	\$ 9,614.72	\$ 9,903.16	\$ 10,200.26
001-3932-00	Central Park - 'Gaiga Square'	3009 3rd Ave	Lot A, DL 1, Plan VIP32610	\$ 1,212.31	\$ 1,248.68	\$ 1,286.14
Part of 001-1145-00 & 001-1144-00	Uchucklesaht Capital Assets Inc.	5201 & 5231 Argyle St	Lot A, Block 104, DL 1, Plan VIP197D (DD 375781) of Lots 9, 10, 11 and 12 (Easterly 72') and Block 104, DL 1, Plan VIP197D Westerly 53' of Lots 9, 10, 11 and 12 of Block 104, Plan 197D outlined in bold	\$ 1,549.91	\$ 1,596.41	\$ 1,644.30
<b>Permissive Tax Exemption Bylaw, 2020, Bylaw No. 4997 - Hospital/Community Care Facility/Seniors Sec 224(2)(h)&amp;(j)</b>						
990-0511-40	Alberni-Clayoquot Continuing Care Society (66.67% exemption)	4411 Wallace St	Lot 1, PLAN VIP5330, DL 1,	\$ 2,135.40	\$ 2,199.47	\$ 2,265.45
001-3556-10	Alberni-Clayoquot Continuing Care Society (Echo Village)	4200 10th Ave	Lot A, DL 1, Plan VIS5964	\$ 2,612.93	\$ 2,691.32	\$ 2,772.06
001-3930-00	Alberni Valley Senior Citizens' Homes (Pioneer Towers)	4467 Wallace St	Lot A, DL 1, Plan 32448	\$ 953.10	\$ 981.69	\$ 1,011.14
001-3931-00	Alberni-Clayoquot Continuing Care Society (Fir Park Village)	4411 Wallace St	Lot B, DL 1, Plan 32448	\$ 1,278.60	\$ 1,316.96	\$ 1,356.47

Roll No.	Owner	Civic Address	Legal Description	Est. City Taxes Foregone 2020	Est. City Taxes Foregone 2021	Est. City Taxes Foregone 2022
001-3581-00	Alberni Valley Hospice Society (Hospice centre)	2579 Tenth Avenue	Lot A, DL 1, ALD, Plan VIP23217		\$ 4,473.11	\$ 4,607.30
001-0821-00	Alberni Valley Hospice Society (Ty Watson House)	2649 2nd Ave	Lots 23-24, Block 67, DL 1, Plan 197B	\$ 2,796.04	\$ 2,879.92	\$ 2,966.32

Roll No.	Owner	Civic Address	Legal Description	Est. City Taxes Foregone 2020	Est. City Taxes Foregone 2021	Est. City Taxes Foregone 2022
<b>Places of Public Worship Bylaw Exemption Bylaw, No. 4998 Sec 224(2)(f)</b>						
001-0331-00	Trinity Anglican Lutheran Church	766 Angus St	Lot 16 - 18, Block 24, DL 1 Plan VIP197B	\$ 1,400.21	\$ 1,442.22	\$ 1,485.48
001-0344-10	Alberni Valley Gurdwara Society	4741 Montrose St	Lot A, Sec 1, Plan VIP71512	\$ 350.04	\$ 360.54	\$ 371.36
001-1816-00	Bishop of Victoria - Notre Dame Church	4731 Burke Rd	Lot 13 - 16, Block J, DL 1, , Plan VIP1558	\$ 717.22	\$ 738.74	\$ 760.90
001-2514-00	BC Conference of the Mennonite Bretheren Church(Gateway Community Church)	4295 - 8th Ave	Lot 6, DL 1, Plan VIP6552	\$ 1,133.68	\$ 1,167.69	\$ 1,202.72
001-2912-00	Alberni Valley Christian Reformed Church	5033 Roger St	Lot 4 - 6, DL 1, Plan VIP9644	\$ 2,259.17	\$ 2,326.94	\$ 2,396.75
001-3053-00	Glenwood Gospel Hall	4450 - 8th Ave	Lot A, Block 2, DL 1, Plan VIP11410	\$ 987.92	\$ 1,017.55	\$ 1,048.08
001-3507-00	Khalsa Diwan Society - Guru Nanak Sikh Temple	4144 - 8th Ave	Lot 8, DL 1, Plan VIP18042	\$ 771.43	\$ 794.57	\$ 818.41
001-3896-00	Sri Sanatan Dharam Society	4332 Scott St	Lot C, DL 1, Plan VIP29604	\$ 622.76	\$ 641.44	\$ 660.69
011-0119-00	Horn of Oil Ministries	5350 Margaret St	Lot 3, DL 11, Plan VIP1047	\$ 1,339.04	\$ 1,379.21	\$ 1,420.59
012-0166-00	Lathom Road Gospel Hall	4574 Lathom Rd	Lot 1, 2, 3, Block 11, DL 12, Plan VIP1010	\$ 547.86	\$ 564.29	\$ 581.22
013-0409-00	Arrowsmith Baptist Church	4283 Glenside Rd	Lot B, DL 13, Plan VIP25410	\$ 2,287.25	\$ 2,355.87	\$ 2,426.55
013-0435-10	Jericho Road Church	5100 Tebo Ave	Portion of Lot 1, DL 13, Plan VIP78180	\$ 479.84	\$ 494.23	\$ 509.06
045-0343-00	BC Association of Seventh Day Adventist Church	4109 Kendall Ave	Lot 5, DL 45, Plan VIP19662	\$ 842.16	\$ 867.42	\$ 893.44
045-0357-00	Pentecostal Assemblies of Canada (Elim Tabernacle)	3946 Wallace St	Lot A, DL 45, Plan VIP28546	\$ 859.79	\$ 885.58	\$ 912.15
091-0079-00	Alberni Valley United Church	3747 Church St	Lot 1, DL 91, PL VIP14938	\$ 1,585.30	\$ 1,632.86	\$ 1,681.84
001-1498-10	Grace Lutheran Church	4408 Redford St	Block 142, DL 1, PL VIP197B	\$ 597.83	\$ 615.77	\$ 634.24
048-0900-00	Church of the Nazarene (Canada Pacific District) Southside Community Church	4190 Victoria Dr	Lot 1, DL 48, PL EPP2112	\$ 445.35	\$ 458.71	\$ 472.48
001-3372-00	The Khalsa Diwan Society	3558 - 12th Ave	Lot 3, DL 1, Plan VIP14400	\$ 361.84		
<b>TOTAL EST. MUNICIPAL TAXES FOREGONE</b>				<b>\$ 236,616.59</b>	<b>\$ 250,326.81</b>	<b>\$ 257,836.61</b>

Roll No.	Owner	Civic Address	Legal Description	Est. City Taxes Foregone 2020	Est. City Taxes Foregone 2021	Est. City Taxes Foregone 2022
		2020 Municipal Property Taxation Budget			\$ 23,602,610.00	
		Permissive Exemption CAP (15% of Taxation)			\$ 271,430.02	
		Total Exemption for 2021			\$ 250,326.81	
		(Over)/Under CAP			\$ 21,103.20	