

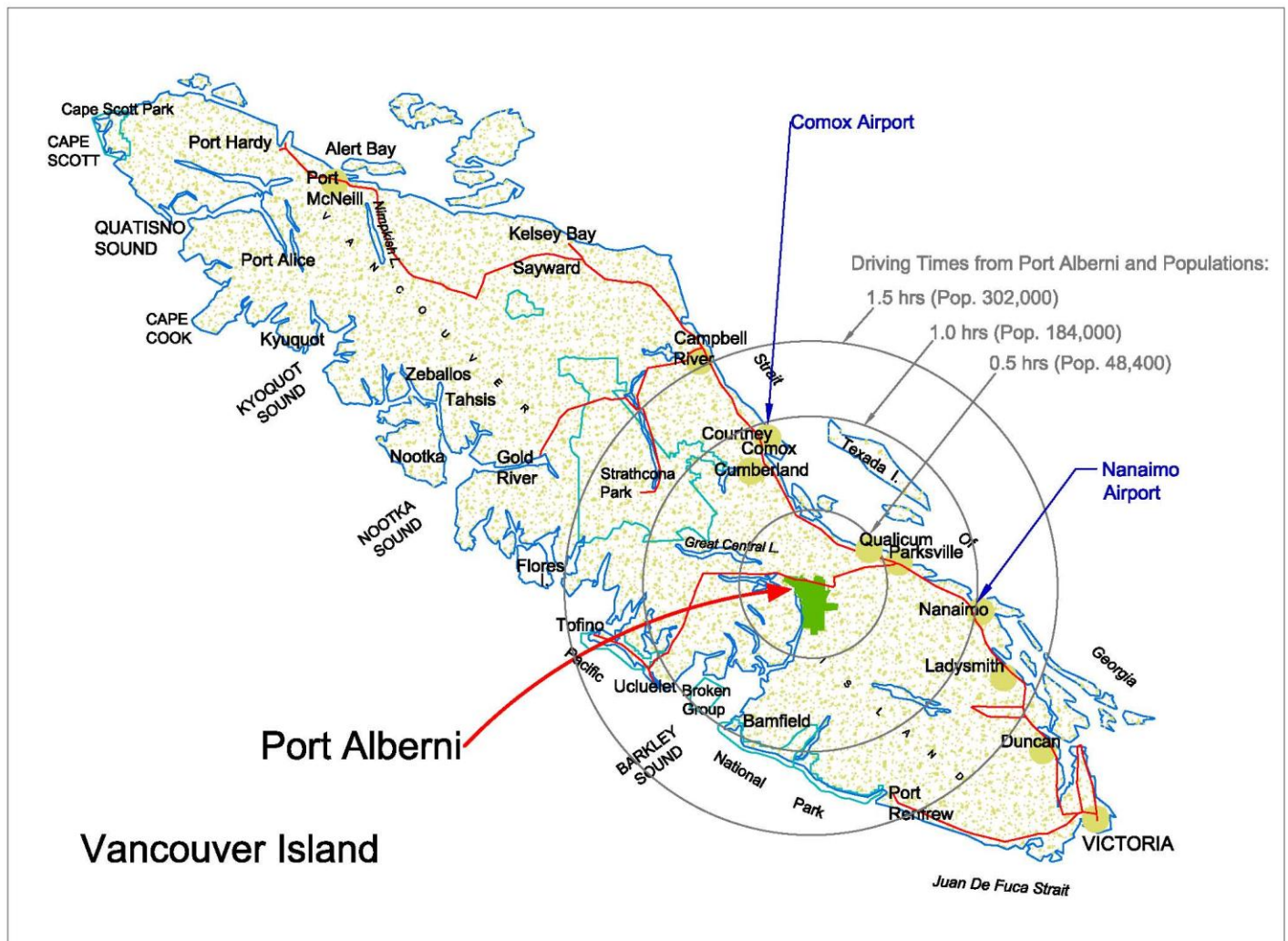
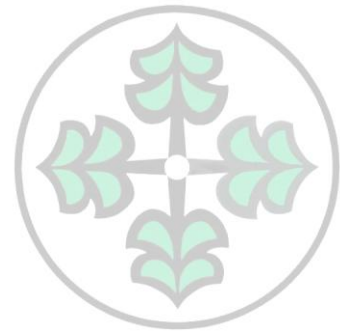


CITY OF PORT ALBERNI
BRITISH COLUMBIA, CANADA

ANNUAL REPORT
YEAR ENDED DECEMBER 31, 2009

Location Map

Port Alberni
Vancouver Island
British Columbia, Canada



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Worldwide economic conditions and continuing problems in the B.C. forest industry have resulted in a slowdown of economic growth in the Alberni Valley in 2009. In spite of this some major local developments are going forward including a large new residential subdivision on upper Burde Street, the new ADSS High School on Roger Street, a new LEED Gold BC Hydro complex on Tebo Avenue, and the new campus of Pacific Coast University. I am optimistic that economic activity in the Alberni Valley will increase in the coming years.

The City has supported economic diversification during the past year by undertaking several initiatives including the Third Avenue Uptown Revitalization Project, Harbour Quay Spirit Square redevelopment, and the Klitsa Sports Park redevelopment. The Alberni Valley Community Forest license was also awarded in 2009 and we are looking forward to beginning operation in 2010. In addition the City has also been instrumental in supporting such key diversification initiatives as Wood Tech 21, 2009 World Under-17 Hockey Challenge, and the Runners Trail Project. Our Economic Development service has been key in realization of some of the above initiatives.



Catalyst Paper Inc., owner of the Paper Mill in Port Alberni withheld payment of the majority of their taxes in 2009. This has created a significant financial challenge for the City which will be addressed in our 2010 Financial Plan. The community has told Council that they support ongoing tax reductions for industry in order to help keep them viable and these will be continued. Cuts to municipal services and increases to residential taxes and fees for service will be needed to offset these reductions. Council is committed to working with all community stakeholders to find the best solutions to this unprecedented financial challenge.

Ken McRae
Mayor



Declaration and Identification of Disqualified Council Members

In accordance with Section 98(2)(3) of the Community Charter, there were no declarations of disqualification made under Section 111 of the Community Charter in the year 2009

Elected Officials 2008 – 2011

Mayor Ken McRae

Councillors:

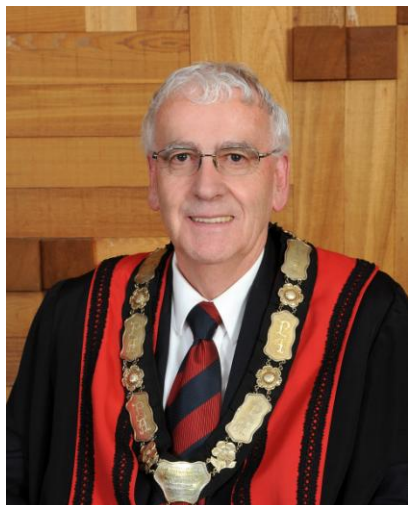
Hira Chopra
John Douglas
Jack McLeman
Ike Patterson
Cindy Solda
Kenn Whiteman



2009 Officials

Contact

City Manager	Ken Watson	250 720-2824
City Clerk/Deputy City Manager	Russell Dyson	250 720-2810
Director of Finance	Ann Hopkins	250 720-2821
City Engineer	Guy Cicon, P. Eng	250 720-2838
Director of Parks and Recreation	Scott Kenny	250 720-2507
Fire Chief	Timothy Pley	250 720-2540
City Planner	Scott Smith	250 720-2808
Manager of Human Resources	Theresa Kingston	250 720-2506
Manager of Economic Development	Patrick Deakin	250 720-2527
Building Inspector	Dave Cappus	250 720-2832
Manager of Information Services	Warren Kalyn	250 720-2829
Licence Inspector/Bylaw Enforcement Officer	Mark Zenko	250 720-2831
OIC, RCMP Detachment	Gordon Wellar	250 723-2424
Auditor	Duncan Sabine Collyer	250 724-5717
Banker	Bank of Montreal	250 723-2431



Mayor and City Council 2008 – 2011

The Mayor and Council of the City of Port Alberni were each elected for a three-year term in the municipal election held in November 2008.

Mayor Ken McRae

Portfolio:

- Director, Alberni-Clayoquot Regional District
- Vice-Chair, Island Corridor Foundation
- Director, Upnit Power Corporation
- Director, Island Coastal Economic Trust
- Treasurer, Coastal Community Network



Hira Chopra
Portfolio: General Government
Services



Cindy Solda
Portfolio: Planning, Health &
Protective Services



Ike Patterson
Portfolio: Heritage, Culture &
Education



Kenn Whiteman
Portfolio: Community
Services, Economic
Development & Tourism



Jack McLeman
Portfolio: Transportation,
Utilities & Forestry Issues



John Douglas
Portfolio: Environmental
Services & Library

Committees, Commissions and Appointments

- **Regional District of Alberni-Clayoquot**
 - Mayor Ken McRae, Councillor Hira Chopra
- **Personnel Committee**
 - Mayor Ken McRae (Chair), Councillors Hira Chopra, Cindy Solda
- **Audit Committee**
 - Councillors Hira Chopra (Chair), Jack McLeman, Cindy Solda
- **Permissive Tax Exemption and Grants in Aid Committee**
 - Councillors Kenn Whiteman (Chair), Ike Patterson, Cindy Solda
- **Board of Variance**
 - Boris Lehner, Chris Hayhurst, Gerry Hickey
- **Boundary Study Committee**
 - Councillors Jack McLeman, Cindy Solda, Kenn Whiteman
- **Court of Revision**
 - Ray Kwok, Councillors Ike Patterson, Cindy Solda
- **Advisory Planning Commission**
 - Bill Randles, Brent Ronning, Jason Penner, Barb Mellaart, Larry Ransom, Trent Snickers, Kay Rolls, Cpl. Rob Foster, John Bennie, Les Norden, Councillor Cindy Solda
- **Alberni Valley Museum and Heritage Commission**
 - Judy Carlson, Shirley Steven, Gary Murton, Bert Simpson, David Lord, Robert Gunn, Gareth Flostrant, Bill Lekich, Darlene Coulson, Rodney Rogers, Penny Cote, Diane Mayba, Jim Creighton, Buddy Hamilton, Luke George, Councillor Ike Patterson
- **Advisory Traffic Committee**
 - Cst. Dan Monteith, Guy Cicon, Randy Fraser, Pat Dahlquist, Pat Ahern, Adam Shauntz, Julian Rozental, Cameron McKinnon, Phil Atkinson, Councillor Jack McLeman
- **Port Alberni Port Authority**
 - Gary Brett
- **Community Forest Advisory Committee**
 - Mayor Ken McRae (Chair), Councillor Jack McLeman, Dan Powell, Dave Bishop, Dan Dowling, Gary Swann, Neil Malbon, Ken Watson, Penny Cote, Warren Lauder, Robert Hunter





Port Alberni is situated at the heart of the west coast of Vancouver Island in a broad valley at the end of a 48 kilometre-long ocean inlet. Three large fresh-water lakes are within 20 minutes of the City's center. This location provides stunning views of majestic mountains, the inlet and a river estuary, terrific outdoor recreational opportunities and abundant quantities of high quality fresh water.

Port Alberni has a deep sea port, hospital, new shopping malls, a well-developed array of recreational facilities, significant tourism attractions and a small airport.

While forestry and related manufacturing have long been the main-stay of the Port Alberni economy, diversification efforts are being directed into tourism, marine industry, fish processing, the arts and clean technologies.

In spite of considerable downsizing in the forest and fishing industries over the last few decades, the population in Port Alberni has remained relatively constant at around 17,500. A significant increase in commercial and residential development in the City has been fueled by the fact that our community has exceptional quality of life and some of the lowest property costs in British Columbia. This is attracting retirees looking to maximize their savings and others who see the opportunity to get into their own housing.

In Port Alberni the lumber and paper industries remain the largest employers and the largest individual taxpayers. These industries have a

tremendously positive local impact. However, the B.C. Coastal Forest Industry continues to face serious economic challenges.

This year City Council continues its program of accelerated tax reductions for the Major Industry class totaling \$2.1 million over the five years (2008-2012). These reductions are being achieved through a combination of expenditure reductions, slight increases in service revenues and a shift of the tax burden toward the residential sector. The City continues to work with Catalyst Paper Corporation and Western Forest Products Ltd., the two largest industrial operators in our community, to try and find ways of keeping their operations sustainable under the current difficult economic conditions.

Port Alberni, like many Canadian local governments, faces significant financial challenges in funding needed upgrades of aging infrastructure. In 2009 capital works projects totaling \$3.6 million were completed. Significant projects included the completion of the Argyle Street Pumpstation at a cost of \$1.2 million and Third Avenue Revitalization at a cost of \$600,000. Other projects included upgrades to water, sewer, facility and road infrastructure. Funding for these projects included \$530,000 from government grants and \$1 million in contributions from City reserves. Port Alberni's debt per capita for 2009 is \$232 which is reduced by 5% from 2008.

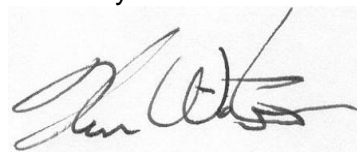
This Annual Report provides general information regarding the City of Port Alberni's organization, operations and finances in 2009. An overview of progress made in 2009 toward our Municipal Objectives is also provided along with some statistics regarding our community. The report is intended to promote greater citizen understanding of the City's objectives and activities.

2009 was financially challenging due largely to non-payment of property taxes by an industrial taxpayer. This has highlighted the issue of the City's overreliance on industrial taxation from only two businesses. The shortfall was addressed for 2009 by drawing down reserves, cancellation of planned road upgrades and short term borrowing. These options are not sustainable for future years. Council has directed that service reductions balanced with increases in fees and tax levels for the residential tax category will be needed to address this challenge for 2010 and future years. Public input in early 2010 will be critical in determining how this can best be done.

More detailed information regarding the City of Port Alberni objectives, services and operations is available on our website at www.portalberni.ca. Information available includes our Strategic Plan, Official Community Plan, the 2009 Comprehensive Annual Financial Report, and our 2010-2014 Five Year Financial Plan.

I welcome input from citizens regarding the format and content of the report and on the City's performance in general. Please feel free to contact me at 720-2824 or at ken_watson@portalberni.ca with any questions or suggestions you may have.

Sincerely



Ken Watson
City Manager



Our Vision is for the City of Port Alberni to become the most vibrant, healthy and united community in British Columbia

Mission

Our Mission is to enhance the quality of life of residents and taxpayers by creating a vibrant, healthy and united community through:

- Providing or facilitating the delivery of high quality core municipal services and programs;
- Being fiscally responsible;
- Planning and encouraging development to ensure a thriving economy and a strong tax base;
- Maintaining infrastructure to support public health, growth and economic diversification;
- Providing leadership and building partnerships (internal/external) of benefit to the City.

Values

City Council, municipal staff and volunteers are committed to the following values:

- **Service to Others:** providing high quality, reliable and friendly customer service.
- **Respect:** consideration for the beliefs and needs of others.
- **Integrity:** honesty in all dealings and the courage to act and live by these values.
- **Innovation:** open to change and learning in order to improve effectiveness and efficiency.
- **Contribution:** pride in one's work and the recognition and appreciation of skills and accomplishments.



Achievement of the City's Vision and execution of our Mission is planned through attention to the following Strategic Priorities set out in the City's Strategic Plan:

1. Programs and Services

Provide or facilitate core municipal programs and services valued by the community that support public health and social well-being of citizens.

2. Infrastructure

Maintain and upgrade infrastructure effectively and efficiently (streets, sewers and water systems, parks, public buildings) to provide a healthy, safe, sustainable environment.

3. Economic Growth and Diversification

Support economic growth via our Economic Development Service, Heritage Tourism network, and partner with other community agencies dedicated to economic growth.

Provide a business friendly environment at all levels of our local government with the minimum of 'red tape' consistent with adequate protection of community interests and the environment. Welcome with enthusiasm new industrial, residential and commercial development providing required servicing costs are paid by the developer.

4. Taxation

Provide stability in residential tax increases to offset service cost increases. Find new revenue sources to offset property tax increases. Due to identification of high industrial tax rates, continue to provide significant and increasing tax share reductions to the industrial tax payer.



Provide or facilitate core municipal programs and services valued by the community that support public health and the social well-being of citizens.

Issues and Trends

Public input indicates that in general taxpayers are satisfied with the level of services and programs that are provided by the City. Key areas where improvement is desired include:

- Recycling service including curbside pickup
- Crime prevention, especially in the urban core
- Reduce homelessness and poverty related social issues
- Environmental sustainability issues including climate change
- Extend Transit service hours

The public does not support significant cuts to traditional service levels but also does not want residential tax rates to increase significantly to maintain service levels. This challenges the City to deliver services more effectively as tax revenues arising from Industry will be reduced significantly in future years. Council has directed that the City pursue sale of our services outside boundaries, expansion of boundaries or regionalization of services in order to increase effectiveness and efficiency. Regional cooperation in delivery of Fire services is seen as an area of potential efficiencies.

Successes

- RCMP “Crime Reduction Strategy” continuing to impact positively on crime statistics.
- Climate Change Community Forum held in March with keynote speaker Bruce Sampson.
- Transit service expansion to include Sunday operation started in September 2009.
- Mutual Aid agreements signed with all four rural fire departments.
- Lighting upgrades at the AV Multiplex improve lighting, reduce costs and GHG emissions

Performance

Measures	Results
Increase Fire Service efficiency through Regional Cooperation	Uniform Mutual Aid Agreements signed
Solid Waste Reduction via curbside recycling	18% reduction in residential solid waste
Property crime statistics decrease	Avg. Decrease 13%
Increased attendance to programs	Heritage down 16%* Parks & Rec up 12%
Climate Change GHG reductions achieved	3 tonnes of GHG reductions via lighting upgrades and fleet mods

**2008 inflated due to Tall Ships Event*

Looking Forward - 2010

- Continued reduction of property tax revenue from the Industrial class will necessitate further reduction and modification of service levels.
- Automatic Aid agreements signed with one or more other fire departments enabling the City to reduce vehicle costs, and to access resources in support of the City's own firefighters.
- Move to bi-weekly residential solid waste collection to reduce collection fees, encourage more recycling and reduce tonnage to the landfill.
- Implementation of Climate Change and sustainability initiatives including adoption of a sustainability framework, GHG benchmark inventory and GHG reduction targets.
- Greenhouse gas reductions and energy cost savings achieved through HVAC upgrades at the Echo Aquatic Centre and Port Alberni Fire Hall.

Maintain and upgrade infrastructure effectively and efficiently (streets, sewers and water systems, parks, public buildings) to provide a healthy, safe, sustainable environment.

Issues and Trends

Aging City infrastructure; roads, sewers, watermain, and facilities require significant upgrades and capital construction funding to function as required and meet increasing environmental and safety standards. Currently levels of infrastructure replacement funding are not sustainable particularly for roads and sewers.

Successes

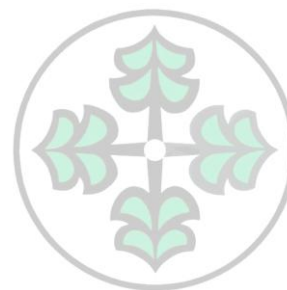
- Completion of China Creek Watermain replacement Phase 2 Project.
- Successful funding applications for completion Harbour Quay Upgrade Project and Klitsa Park Baseball Complex Development.

Looking Forward – 2010

- Adoption of Stage 2 Liquid Waste Management Plan to provide schedule and budgets for long-term sewerage needs.
- Completion of the Alberni Valley Regional Water Study Update providing direction on meeting new VIHA surface water treatment requirements.
- Completion of Harbour Quay Upgrade Project assisted by Federal and Provincial grant funding.
- Completion of Klitsa Park Baseball complex assisted by Federal grant funding and partnership with School District 70.

Performance

Measures	Results
Compliance with Provincial Sewer Discharge Permit	Improvement needed. 35 volume and 3 quality exceedances
Adopt Liquid Waste Management Plan	In Progress
Success in Infrastructure Grant applications	Klitsa Park \$622,000 Harbour Quay \$690,000
Drinking water quality meets Provincial Standards	Meets current standards (new VIHA standards pending)
Road reconstruction at sustainable levels	Improvement needed Expenditure down from 2008



Support economic growth via our Economic Development Service and Heritage Tourism network, and partner with other community agencies dedicated to economic growth. Provide a business friendly environment with the minimum of 'red tape' consistent with adequate protection of community interests and the environment. Welcome with enthusiasm new industrial, residential and commercial development providing required servicing costs are paid by the developer.

Issues and Trends

Economic growth in the commercial and residential sectors remained sluggish in 2009 in response to the worldwide economic downturn. There has been little growth in the industrial sector for several years due to negative economic conditions in the coastal forest industry. Promotion of Economic Development and implementation of the City's Uptown & Waterfront Redevelopment plan spurred some business related redevelopment in the uptown. A significant amount of institutional development is planned in the near future.

Successes

- City's "plywoods site" lands soils investigation and remediation undertaken
- B.C. Hydro began construction of a new LEED Gold works complex on property purchased from the City
- Pacific Coast University announced construction of a new campus on lands donated by the City
- School District 70 and the City successfully negotiated a land exchange agreement to facilitate construction of new ADSS High School and replacement of displaced baseball facilities
- Trails network was extended and upgraded utilizing previously unemployed forestry workers.
- Community Forest Agreement was signed between the Ministry of Forests and Range and the Alberni Valley Community Forest Corporation.

Performance

Measures	Results
Measures	Results
Implement Uptown Waterfront Redevelopment Plan	3 rd Avenue Upgrade Project Complete.
Promote development with revitalization tax exemptions	3 applications in progress in Uptown area
Community Forest License Acquired	License awarded and Corporation created
Business Licenses	Up 9% from 2008

Looking Forward – 2010

- Marketing of key parcels of City owned land
- Alberni Valley Community Forest Corporation will begin operations providing a connection between the local community and local forests with revenues generated supporting Alberni Valley projects
- Completion of the Pacific Coast University building to LEED Gold standards
- Completion of upgrading and revitalization of the Harbour Quay
- Completion of the B.C. Hydro Complex to LEED Gold standards
- Start construction of the new ADSS High School on Roger Street to LEED Gold standards.

*Provide stability in residential tax increases to offset service cost increases.
Find new revenue sources to offset property tax increases. Due to
identification of high industrial tax rates, continue to provide significant and
increasing tax share reductions to the industrial tax payer.*

Issues and Trends

In response to ongoing downturns in the Coastal Forest Industry coupled with identified higher than average industrial tax rates in Port Alberni, Council has provided ongoing significant industrial tax reductions. To accommodate this the City is implementing a balance of increased efficiencies and service cuts to decrease expenditures as well as increased fees and charges, development of new revenue sources, and tax increases to the residential taxpayers to increase revenues.

Successes

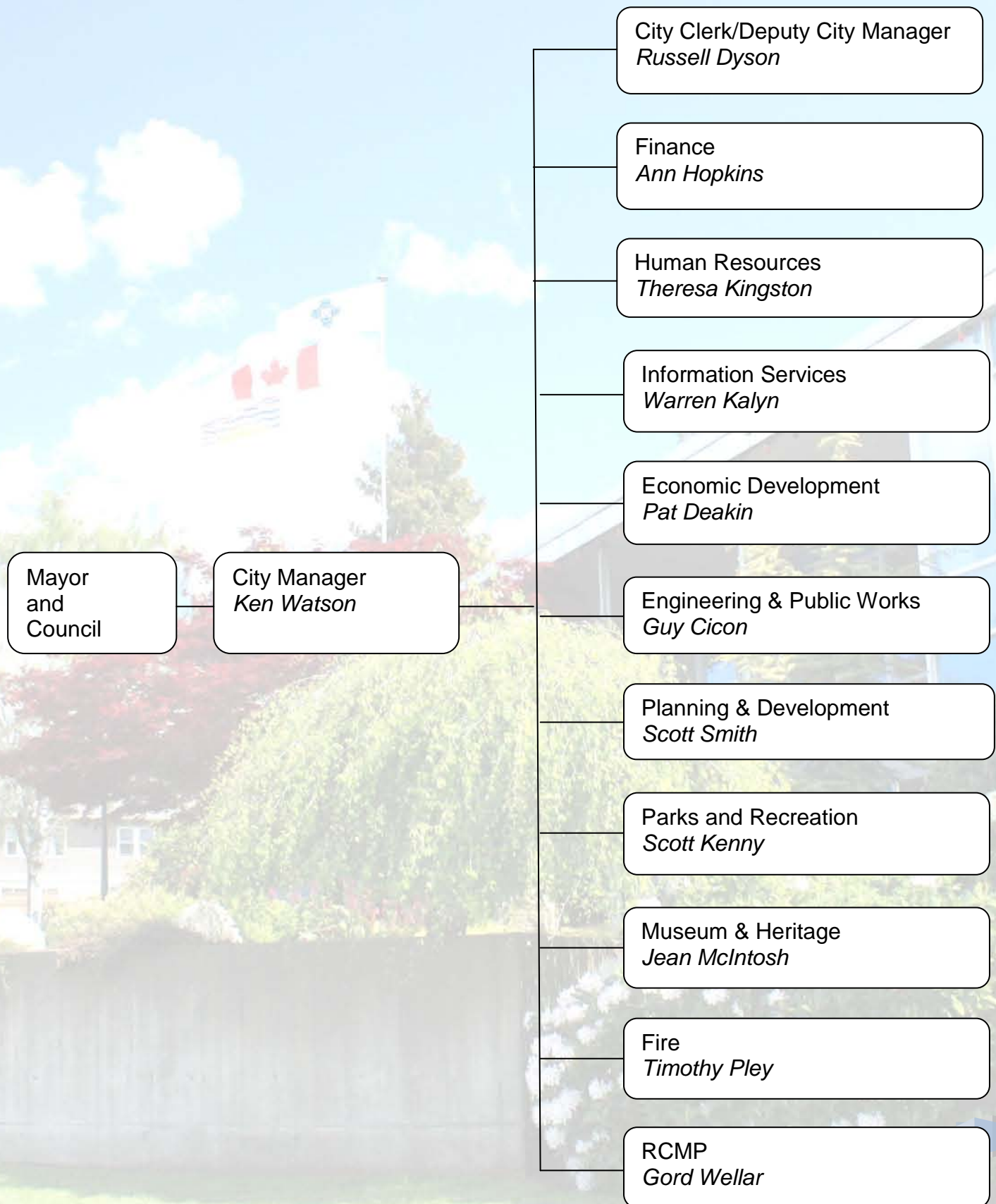
- In 2009, Industry had their municipal share of property taxes reduced by \$425,000, about a 6.5% reduction while business tax levels were kept at the same levels as the previous year.

Looking Forward – 2010

- Continuing Incremental tax reductions committed to Industry of \$425,000 in 2010, 2011 and 2012 for total reduction in five years of \$2.125 million
- Business tax levels will continue to be held steady
- Residential tax rates will increase significantly in 2010 to offset lost revenues from industry
- Fees and charges will continue to be reviewed and increased wherever appropriate
- Development Cost Charges will also be implemented

Performance

Measures	Results
Overall Tax increase compared to CPI and Provincial Average	Port Alberni 1.5 % CPI 0.0 % Prov. Avg. 5.3%
Industrial Tax Reduced	6.5% reduction
Industrial Tax Rates compared to Prov. Avg.	Port Alberni = \$57 Prov. Avg. = \$35
Business Tax Steady	0% increase Achieved
Business Tax Rates compared to Prov. Avg	Port Alberni = \$26 Prov. Avg. = \$22
Residential Tax increase compared to Provincial Avg.	PA Avg. 7.4% Prov. Avg. 5.5%
Avg. Residential Tax bill compared to Prov. Avg	Port Alberni = \$1185 Prov. Avg. = \$1406



The goal of the Administration Department is to provide service that supports informed, responsive and effective municipal government.

- The Administration Department includes the offices of the City Manager and the City Clerk.
- The City Manager is the chief administrative officer of the City and undertakes overall management and administration of City operations. He ensures that the policies and direction of City Council are implemented and is responsible to inform and advise Council on the operations and affairs of the City. The City Manager is the leader of the City's management group and supervisor of the Department Heads.
- The City Clerk oversees records management, bylaw enforcement and licensing, conduct of elections and execution of legal documentation on behalf of the City. The City Clerk provides administrative services to Council, and its committees, to all municipal departments and to the citizens of Port Alberni.



2009 Highlights

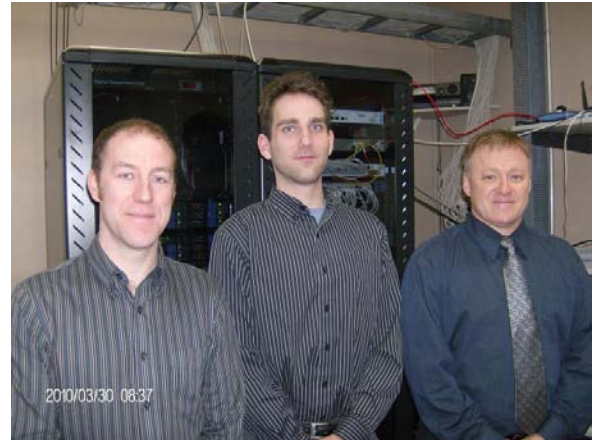
- Review of all City services and operations to make adjustment to accommodate committed industrial tax reductions.
- Successful resolution of Ombudsman review of procedures.
- Rezoning and land exchange agreements undertaken to facilitate new ADSS site

2010 Focus

- Continued review of all departmental operations. Implementation of Service Reductions included in 2010 financial plan
- Fees, Charges and new revenue sources implementation.
- Alberni Valley Community Forest start of operations.
- Implementation of Development Cost Charges.
- Contingency planning for potential major taxation default.
- Renewal of Collective Agreements with CUPE 118 and PAFFA 1667

The Information Technology Department provides an integrated, comprehensive information technology system for all City departments which enables increased effectiveness and efficiency in the delivery of municipal services

- The Information Services Department provides an integral technology support component within the City of Port Alberni.
- The Information Services Department is dedicated to providing the City of Port Alberni with state-of-the-art solutions and the citizens of the city with access to this technology, while maintaining sound fiscal responsibility.
- The Information Services Department's staff keeps abreast of current technologies and trends, and provides leadership utilizing these technologies to establish, maintain, and enhance the city's competitive advantage.



2009 Highlights

- Redesign and upgrade of entire wireless infrastructure
- Detailed analysis of financial environment
- Complete evergreen process of workstations



2010 Focus

- Implementation of Virtual Terminal technology.
- Complete audit of all communication requirements.
- Install major upgrades to several critical applications.

The Economic Development function for the Alberni Valley was established in 2007 with the primary goal of diversifying our economy

Responsibilities of the Economic Development Manager include:

- Business retention including assistance to businesses looking to relocate within our community, expand or deal with regulatory issues.
- New business attraction including efforts both specific (i.e. trying to bring a particular type of business or a particular brand name to our community) and general (i.e. providing statistics, introducing entrepreneurs to one another).
- Marketing of key properties in the community both City owned and privately owned to generate economic benefits for the community including jobs, taxes and synergies.



2009 Highlights

- Successful in securing funding from various sources for Runners Trail; Harbour Quay improvements; environmental 'site investigations' of old Plywood Mill site; Integrated Resource Recovery Feasibility Study
- Worked with Ministry of Rural Secretariat as 1 of 2 BC pilots
- Worked with Pacific Coast University for Workplace Health Sciences
- Worked to retain the Junior Prep Hockey Camp in the community
- Accumulated Outdoor Adventure film footage to promote the Alberni Valley
- Assisted with two cruise ship visits



D. Wiwchar photo

2010 Focus

- Complete Community Economic Development Strategic Plan
- Resolution of ongoing industrial tax issue
- Marketing of Outdoor Adventure sector
- Select opportunity arising from Integrated Resource Recovery Feasibility Study
- Marine Industrial Park
- Biomass initiative
- Assist in securing funds for key Alberni-Clayoquot projects

The Year in



January

- World Under 17 Hockey Championship
- Record Snowfall in Alberni Valley
- Japanese students visit Port Alberni

February

- Ceremony for demolition of Residential School Dorm at Tseshaht Reserve

March

- China Creek Watermain Upgrade funding announced - \$1.1m
- BCIT Conductors Training School hosted by WVIHS and Alberni Pacific Railway

April

- Maa-nulth Nations Final Treaty Agreement ceremony

May

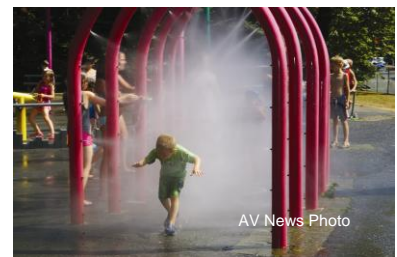
- Heritage Fair at Echo Centre
- Holland America Cruise Ship M/S Statendam visits Port Alberni
- Alberni Athletic Hall destroyed by fire
- BC Community Forest Association holds 2009 AGM in Port Alberni

June

- Alberni Valley records high temperatures and high fire risk
- City of Port Alberni receives FCM award for Outstanding International Volunteer Organization for 2009 at Annual Conference
- Somass Mill idled indefinitely
- Catalyst Paper brings lawsuit against City alleging unreasonable tax bylaw
- Google Earth maps Port Alberni
- 5th Annual Relay for Life at Bob Dailey Stadium – raises \$76,000

July

- 'The World' Residence Cruise Ship visits Port Alberni
- Wendy Morton launches new book "What Were Their Dreams"
- Catalyst Paper Property Tax Payment to City short \$3.5m
- Heat Wave hits Alberni Valley – hottest place in Canada at 40C



Review 2009

August

- 80th Birthday of Alberni Pacific Railway's Number 7 steam train
- Thunder in the Valley Drag Races
- Runner's Trail Project receives ICET funding \$450k
- Harbour Quay Walkway receives \$250k federal funding
- Stamp Falls named 8th Wonder of Alberni Valley



September

- Salmon Festival winning fish 43.3 lbs
- New Visitor Centre federal funding received \$700k
- 25th Annual Toy Run – 1,200 bikes; \$63,000 raised
- 64th Annual Alberni District Fall Fair
- Mt Arrowsmith Massif Regional Park formally created
- Cops for Cancer Tour de Rock rolls into Port Alberni
- Pacific Coast University groundbreaking



October

- Sunday Transit Service commenced
- Rainbow Gardens opens new facility
- Mayor McRae attends Olympic Torch Ceremony in Athens



November

- Torch Relay celebration at Bob Dailey Stadium
- Alberni Valley Community Forest License officially awarded
- City takes over information technology for Port Authority
- Klitsa Ballfields receives federal funding \$620k
- Storms and heavy rainfall cause flooding on lower 3rd Avenue
- City and Port Authority agree to partner on new fireboat



December

- BC Supreme Court rejects Catalyst Paper challenge
- Multiplex "Winter Wonderland" event



The Human Resources Department exists to ensure a qualified, motivated workforce in a healthy, safe, work environment in order to deliver high quality programs and services to the residents and taxpayers of Port Alberni

Human Resources provides the following services for all departments and staff of The City of Port Alberni:

- Recruitment and Selection
- Training and Development
- Performance Management
- Job Evaluation
- Health and Safety
- Labour Relations
- Advising and Support
- Policy Development
- Employee Recognition
- Wellness Program
- Process Facilitation



2009 Highlights

- Continued work on Certification of Recognition Program with WorkSafeBC
- Completion of risk assessments and policies in the area of Emergency Procedures and Response, Pandemic Influenza Control Plan and Business Continuity Plan
- Provided City employees with a comprehensive annual training program.
- In conjunction with the 2010 budgeting process, planned an Employee Engagement Process and Information Sessions for staff



2010 Focus

- Return to Work program
- Completion of Certification of Recognition (COR) process regarding Health & Safety
- Corporate Sustainability Plan
- Service delivery adjustment facilitation

The Planning Department develops and administers land use regulations to ensure an orderly and well planned community.



The following services are provided by the Planning Department:

- Land use information to the general public and development industry
- Processing of development applications including, Official Community Plan & Zoning amendments, Development Variance Permits, Development Permits and Subdivisions
- Upgrade and maintain the City's Geographic Information System & Mapping
- Building and Plumbing Permits and Inspections
- Coordinate the Advisory Planning Commission for the City of Port Alberni

2009 Highlights

- The Planning Department processed several subdivision applications in 2009. Final approval was given to the following large subdivisions: a 55-lot subdivision on Burde Street and a 12-lot subdivision on Tebo Avenue and Compton Road.
- The National Institute of Disability Management and Research received approval for the construction of the Pacific Coast University for Workplace Health Sciences campus.



2010 Focus

- Continue to provide a high level of service in the processing of development applications.
- Work with School District 70 for the construction of a new High School.
- Undertake research on the suitability of permitting secondary suites within the City.
- Complete review of the City's Zoning Bylaw and Development Permit process.
- Ongoing implementation of the Uptown and Waterfront Redevelopment Study.
- Incorporation of GHG emission reduction targets and sustainability framework in the Official Community Plan

The Engineering Department exists to provide a healthy, safe, and high quality of life to the citizens by ensuring safe and adequate Water Supply, Streets, Buildings, Wastewater Collection/Treatment, and Solid Waste Collection.

Services provided by the Engineering Department relate to Municipal Infrastructure and Development in the City and include:

- Streets maintenance and upgrading including snow and ice removal, street sweeping, sidewalk maintenance, street lighting, traffic control signals, signage and road reconstruction
- Water System Operation including provision of water supply and distribution and water quality monitoring
- Sewage and Drainage System Operation including provision of sanitary and storm sewer collection and treatment systems
- Garbage Collection including pick up of residential and commercial solid waste.
- Cemetery Administration and Operation



AV Times photo

2009 Highlights

- The China Creek Watermain Replacement Project Phase 2 completed. This \$1.75 million project was funded with \$1.16 million from the Federal/Provincial Infrastructure program.
- Significant improvements to the City's infrastructure were made through major street projects in the Cherry Creek Road, Burde Street, China Creek Road, 15th Avenue, and Redford Street areas.
- A number of sidewalks and storm/sanitary sewers were replaced throughout the City including replacement of a main storm sewer on Johnston Road.

2010 Focus

- Liquid Waste Management Plan Stage 2.
- Supporting development of the new high school with municipal services.
- Upgrading the roadway on 15th Avenue between Burde Street and Redford street.
- Improvements to the storm water sewers will be made to eight areas in the City.
- Development Cost Charge implementation.
- Community Energy Feasibility analysis.
- Reducing garbage collection services to increase recycling and reduce costs.

The mission of the City's Parks and Recreation Department is to enrich the quality of life of residents

This is done by:

- Developing and maintaining efficiently operated parks and facilities
- Ensuring full and equitable access to a wide range of leisure opportunities
- Promoting an appreciation of the environment
- Facilitating partnerships with the volunteer, public and private sector
- Providing leadership and personal development opportunities Promoting positive community values



2009 Highlights

- New UV filter and Tot's pool filtration equipment installed in the Aquatic Centre.
- 4 automatic external defibrillators installed at the Echo Centre and the Multiplex.
- The Uptown revitalization project and streetscape improvements completed.
- A new trail was built from the Log Train Trail at Burde Street to the southern City limits at Ship Creek Road and included a 30 metre steel bridge donated by Lady Rose Marine Services owner Mike Surrell over Dry Creek Ravine.
- Kidsport provided financial assistance for 105 Alberni Valley children totaling \$13,700.
- Work on the \$1.8 million Klitsa Baseball Field development started in June with the goal of having them ready to play in the spring of 2010.
- AV Lions hosted an international convention at the Multiplex.



2010 Focus

- Klitsa baseball field development completion
- Harbour Quay Spirit Square and waterfront boardwalk upgrade completion
- Major HVAC upgrades at Echo Aquatic Centre for energy conservation
- Special community events including Our Town and Movie Night
- Continued service level reductions including a planned 9 week pool shutdown



The Alberni Valley Museum and Heritage Network works to conserve, strengthen and share the unique heritage of the Alberni Valley

This is done by:

- Working with the community to collect, document, preserve and present all aspects of the cultural heritage of the Alberni Valley
- Providing opportunities for lifelong learning through exhibits, public and school programming and volunteering opportunities.
- Holding heritage resources in the public trust, making them fully accessible to increase public understanding and appreciation of local heritage
- Contributing to regional economic diversification through the development of heritage tourism attractions



2009 Highlights

- Attendance: Museum 25,502; McLean Mill and Steam Train 14,700; Maritime Discovery Centre 2972
- Temporary and Permanent Exhibits, several featuring local history.
- The Museum's Heritage Fair hosted 135 Central Island students
- The Val Hughes Memorial Fund was established
- Publication of "What Were Their Dreams" based on the Museum's 2008 exhibit
- McLean Mill volunteers completed restoration of the steam donkey and rigging a spar tree for operation
- 80th birthday of the No 7 steam locie
- new Wine trains in partnership with Chase & Warren Estate Winery
- Cruise ship shore excursions



2010 Focus

- Major in house exhibit recognizing the 150th anniversary of the Anderson Mill
- Initiate web based access to the Museum's historical photograph collection
- Continue implementing school program plan with improvement to First nations and Museum discovery programs and volunteer recruitment program
- Improvements to museum entrance

The Fire Department mission is to protect life, quality of life, and property from the effects of fire, accidents, hazardous materials and natural disasters



AV Times Photo

The Fire Department provides the following services:

- Structural fire fighting (residential, commercial, industrial)
- Rescue/extrication coverage
- Medical 1st Responder coverage supplementing the BC Ambulance Service
- Structural High Angle Technical Rope Rescue Service
- Confined Space Rescue Service
- Hazardous Material Spill response
- Fire Prevention, Inspection, Education & Code enforcement
- Contract Fire Suppression to two First Nations Reserves
- Emergency Preparedness Planning including Tsunami Warning System

2009 Highlights

- Adopted a current Mutual Aid agreement between four Alberni Valley fire departments.
- Developed a comprehensive indexed and standards-based training program.
- Reached agreement with the Port Alberni Port Authority to partner in replacing the Frank Harrison II fire boat.
- Retained Fort Garry Fire Trucks, a Winnipeg-based supplier to replace Engine #3 in 2010.
- Completed preliminary engineering and design work for an HVAC refit project at the fire station.



AV News Photo



AV News Photo

2010 Focus

- Enter into an Automatic Aid agreement with one or more other fire departments.
- Explore the potential for the development of a North Vancouver Island Hazardous Material Response Team.
- Assist the Alberni Clayoquot Regional District in developing a Fire Strategic Plan for the Alberni Valley and Bamfield.
- Dispose of both the Frank Harrison II and Engine #3.

The RCMP is Canada's national police service. Proud of our traditions and confident in meeting future challenges, we commit to preserve the peace, uphold the law and provide a quality service in partnership with our communities.



2009 Highlights

- The second full year of the Crime Reduction Strategy (CRS) focussed on repeat or prolific offenders. The strategy continues to be successful with reductions noted in vandalism, thefts from motor vehicles, break and enters, auto theft and overall calls for service
- With an emphasis on our crime reduction strategy, involving our policing partners continues to place us in a more favorable ranking for crime rates among B.C. municipalities



2010 Focus

- Continued focus on priorities of Youth, Substance Abuse, Traffic and Property Crimes
- Ongoing Crime Reduction Strategy (CRS) initiatives
- increased focus on violent offenders including domestic violence

The Finance Department maintains the City's high standard of financial excellence by providing the citizens, elected officials, staff, and vendors with professional customer service through the collection and disbursement of funds, financial reporting, and management of assets.

- The Finance Department is responsible for the financial well-being of our City, through the provision of effective and reliable financial advice, services and information to Council, staff and the public.
- Over \$30 million is collected annually from various sources including property taxes, utility payments, service charges, and senior government grants. The Finance Department oversees the expenditure of these funds through the annual budget process.
- Financial functions also include accounts payable, purchasing goods and services, controlling inventory, payroll, the provision of property tax information, treasury services, insurance, and risk management.



2009 Highlights

- Received Canadian Award for Financial Reporting from the Government Finance Officers Association for our 2008 Annual Financial Statement
- Provided assistance in the ongoing development of strategies to reduce dependency on taxation from Major Industry
- Undertook asset inventory valuation in preparation for implementing PSAB 3150 (Tangible Capital Asset) reporting.
- Sent out over 29,000 property tax, utility and other billings

2010 Focus

- Work with Council and other departments to develop multi-year financial plans that address both immediate needs and long-term financial sustainability
- Perform annual review fee of structures to provide for better cost recovery
- Based on Tangible Capital Asset inventories, begin to develop Asset Management plans and financing plans which integrate asset needs with financing strategies

Canadian Award for Financial Reporting

Presented to
City of Port Alberni
British Columbia

For its Annual
Financial Report
for the Year Ended

December 31, 2008

A Canadian Award for Financial Reporting
is presented by the Government Finance Officers
Association of the United States and Canada
to government units whose annual financial reports
achieve the highest program standards for Canadian
Government accounting and financial reporting.




President


Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Canadian Award for Financial Reporting to the City of Port Alberni for the sixteenth consecutive year.

This Award was established to encourage municipal governments throughout Canada to publish high quality financial reports and to provide peer recognition and technical guidance for officials preparing these reports.

Reports must be easily readable and efficiently organized with contents conforming to program standards. Such reports should go beyond the minimum requirements of generally accepted accounting principles and demonstrate an effort to clearly communicate the municipal government's financial picture, enhance an understanding of financial reporting by municipal governments, and address user needs.

2009 was the first year in which local governments were required to record their tangible capital assets and accumulated amortization. This necessitated a change in the presentation of the financial statements. As of December 31, 2009, the net book value of the City's tangible capital assets was \$87,983,770. Amortization expensed in 2009 was \$3,496,152.

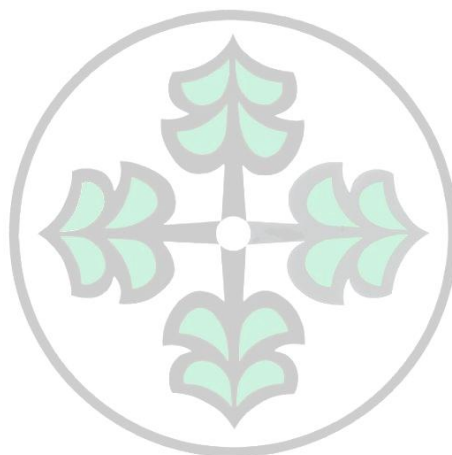
The City was faced with significant financial challenges in 2009 with the uncertainty around payment of property tax revenues by major industry. The 2010 Financial Plan adopted by Council included significant service reductions and a 23.6% increase to the average residential taxpayer.

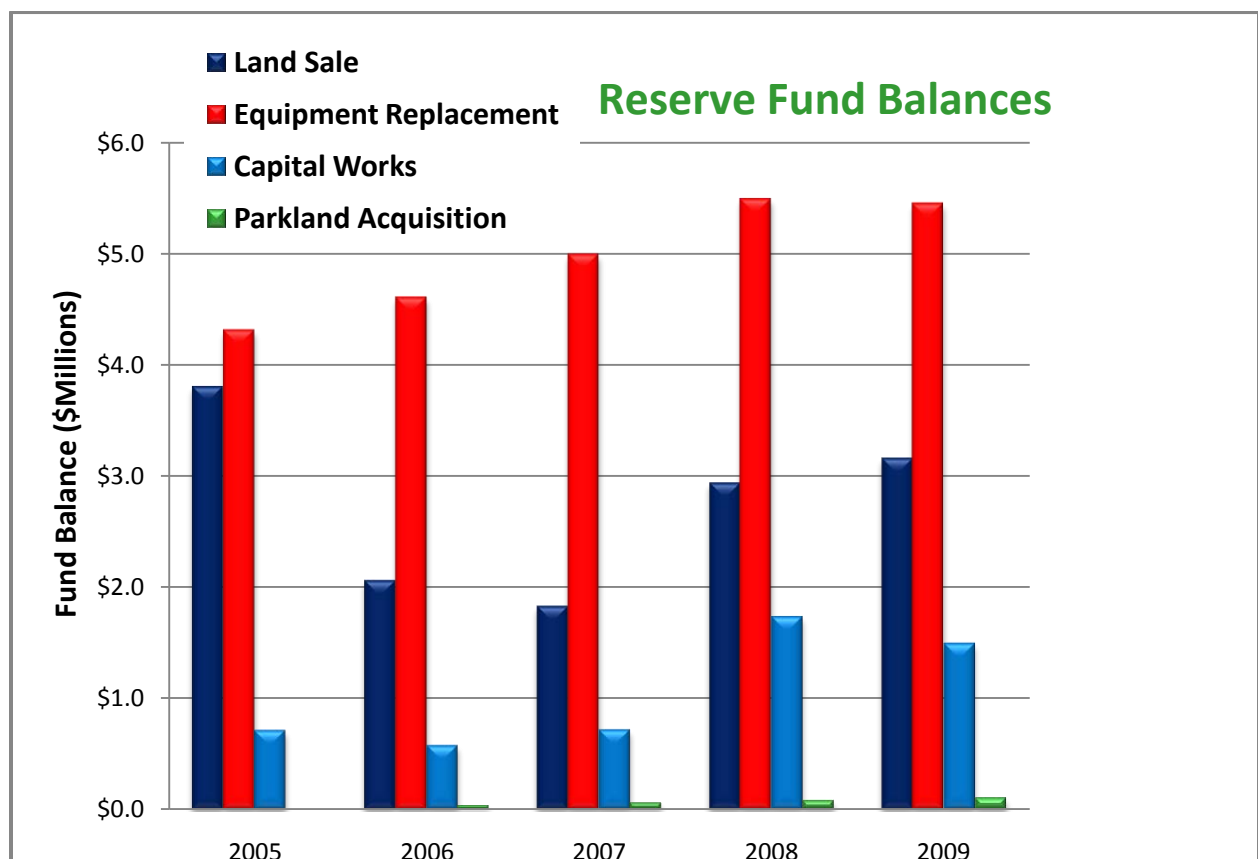
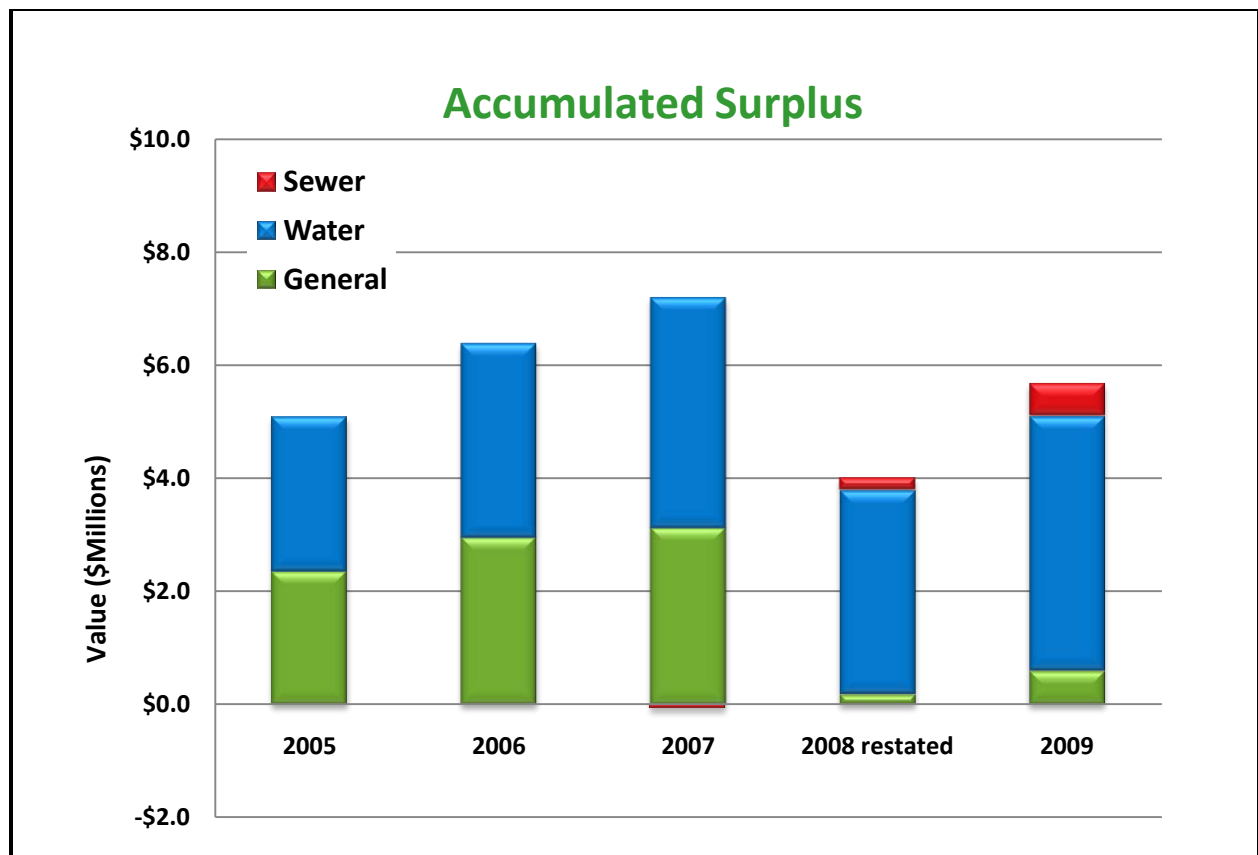
The City completed the 2009 fiscal year with an increase in the accumulated surplus of \$3,604,865. A summary of the Accumulated Surplus balance increases (decreases) are as follows:

Operating funds	\$ 1,661,563
Capital funds	(1,305,917)
Reserve funds – statutory	(34,924)
Reserve accounts – internally restricted	<u>3,283,963</u>
	<u>\$ 3,604,685</u>

The City's 2009 capital program included streets and drainage upgrades of \$568,000; other transportation infrastructure upgrades of \$826,000; sewer infrastructure upgrades of \$1.5 million; equipment replacement of \$192,000; and, other projects totaling \$493,000. Funding for the capital program was comprised of government grants and donations - \$777,000; transfers from Reserve Funds - \$1 million; borrowing - \$698,000; and, \$1.1 million from current revenues.

Changes in fund balances for Reserve Funds and Reserve Accounts are the net of funds received for projects and amounts transferred contributing to operating and capital expenses. The increase in Reserve Accounts is due to the Reserve for Loss on Taxation account being increased to \$3.3 million to address potential future tax revenue shortfalls.





Consolidated Statement of Financial Position
Unaudited
As at December 31, 2009

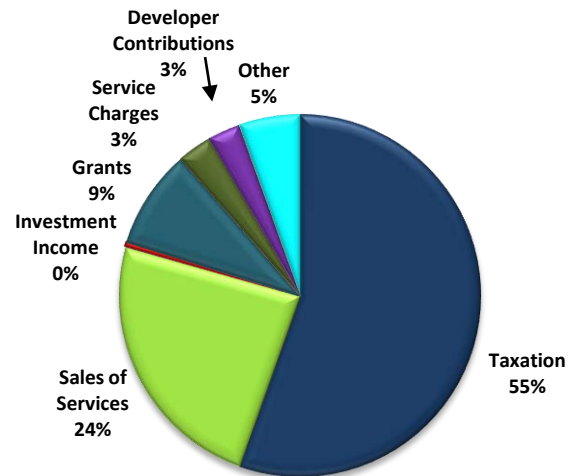
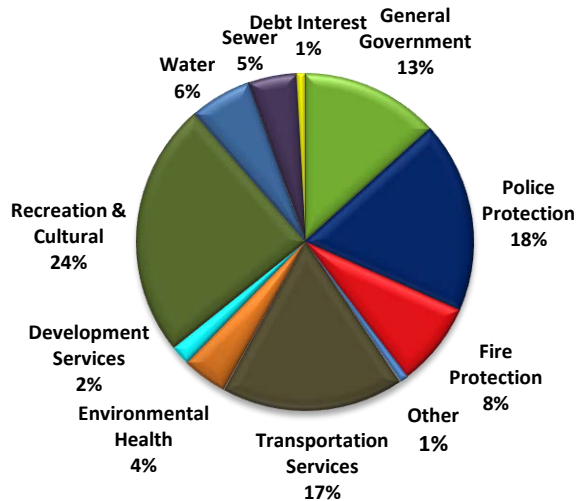
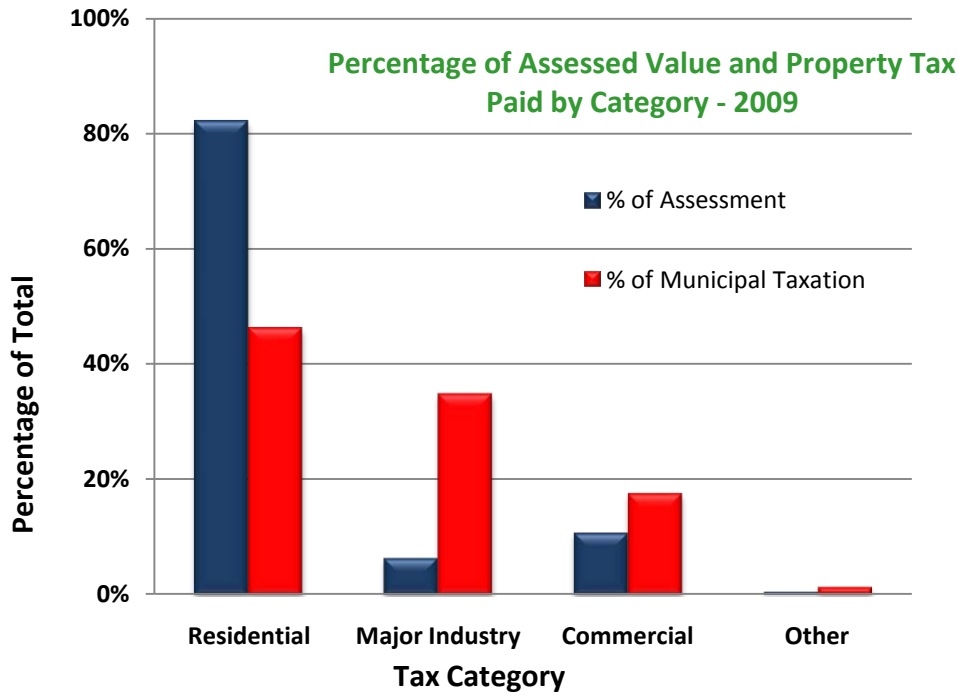
	2009	2008
FINANCIAL ASSETS		
Cash and short term investments	\$18,155,004	\$20,232,991
Accounts receivable	7,213,036	2,840,367
Inventory for resale	20,134	62,328
	<u>25,388,174</u>	<u>23,135,686</u>
LIABILITIES		
Interim capital financing	558,734	-
Accounts payable and accrued liabilities	4,576,172	4,414,725
Deferred revenue	3,132,775	1,682,479
Refundable deposits	393,533	170,576
Debenture debt	4,075,748	4,290,931
	<u>12,736,962</u>	<u>10,558,711</u>
NET FINANCIAL ASSETS	<u>12,651,212</u>	<u>12,576,975</u>
NON-FINANCIAL ASSETS		
Inventory of supplies	427,691	451,776
Prepaid expenses	55,268	89,088
Capital assets	87,983,770	84,395,417
	<u>88,466,729</u>	<u>84,936,281</u>
ACCUMULATED SURPLUS	\$	
	<u>101,117,941</u>	<u>\$ 97,513,256</u>
ACCUMULATED SURPLUS:		
Operating funds	\$ 5,663,283	\$ 4,001,720
Capital funds	80,412,611	81,718,528
Reserve funds – statutory	10,187,358	10,222,282
Reserve accounts	4,854,689	1,570,726
	<u>\$101,117,941</u>	<u>\$ 97,513,256</u>

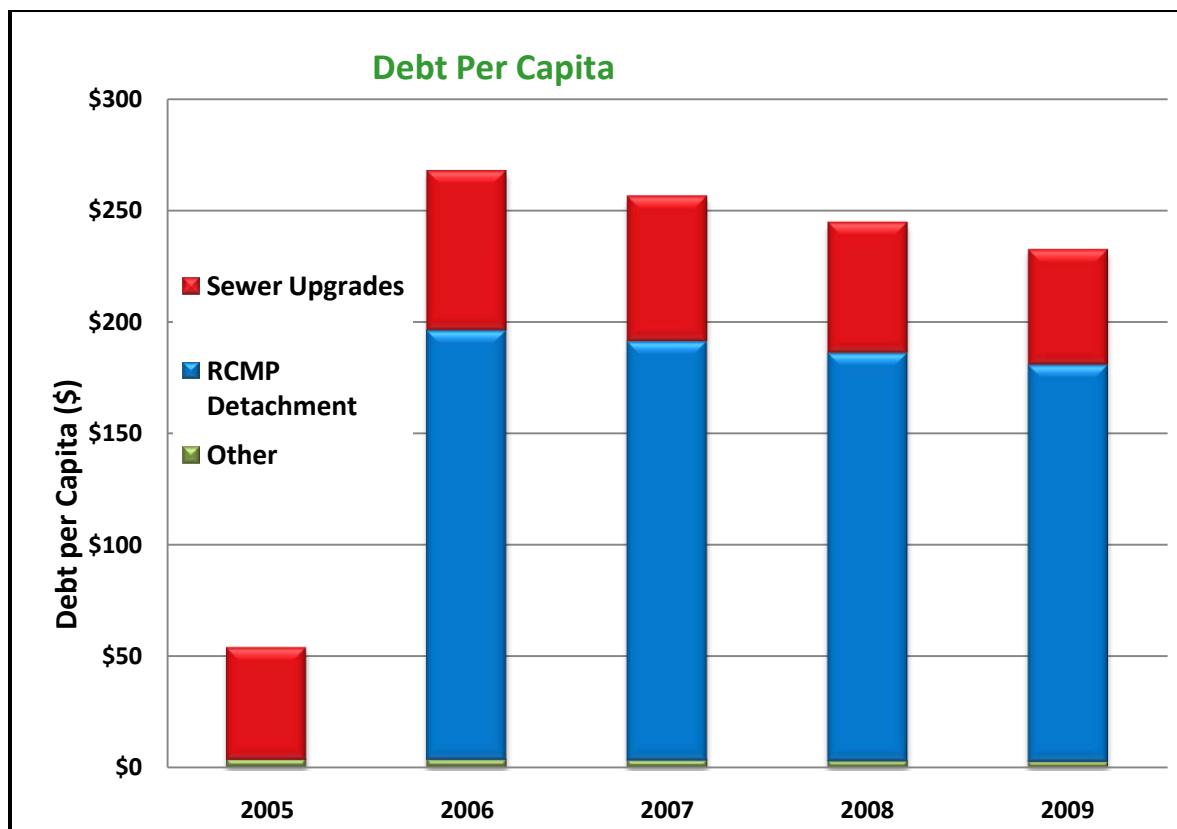
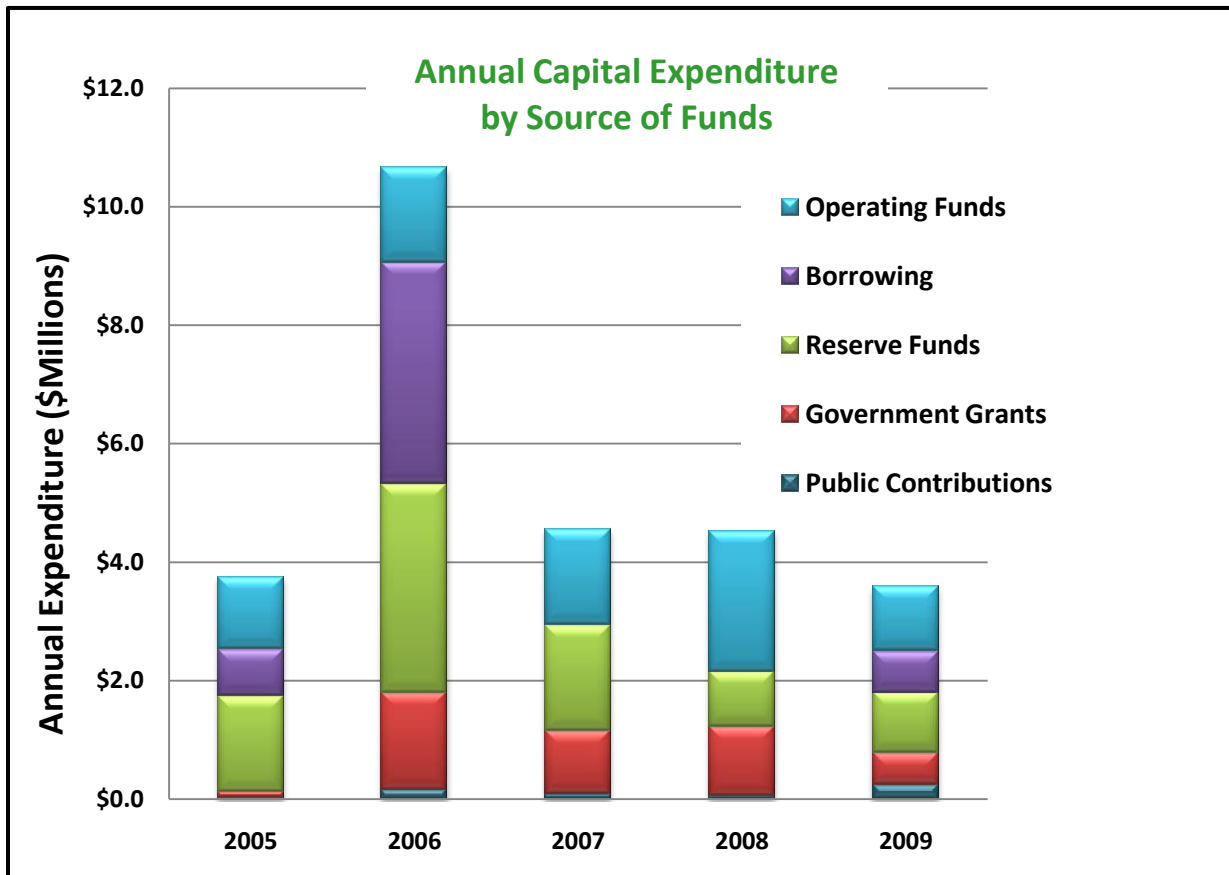
**Copies of the City's 2009 Audited Consolidated Financial
Statements are available at City Hall and on the
City's website at www.portalberni.ca**

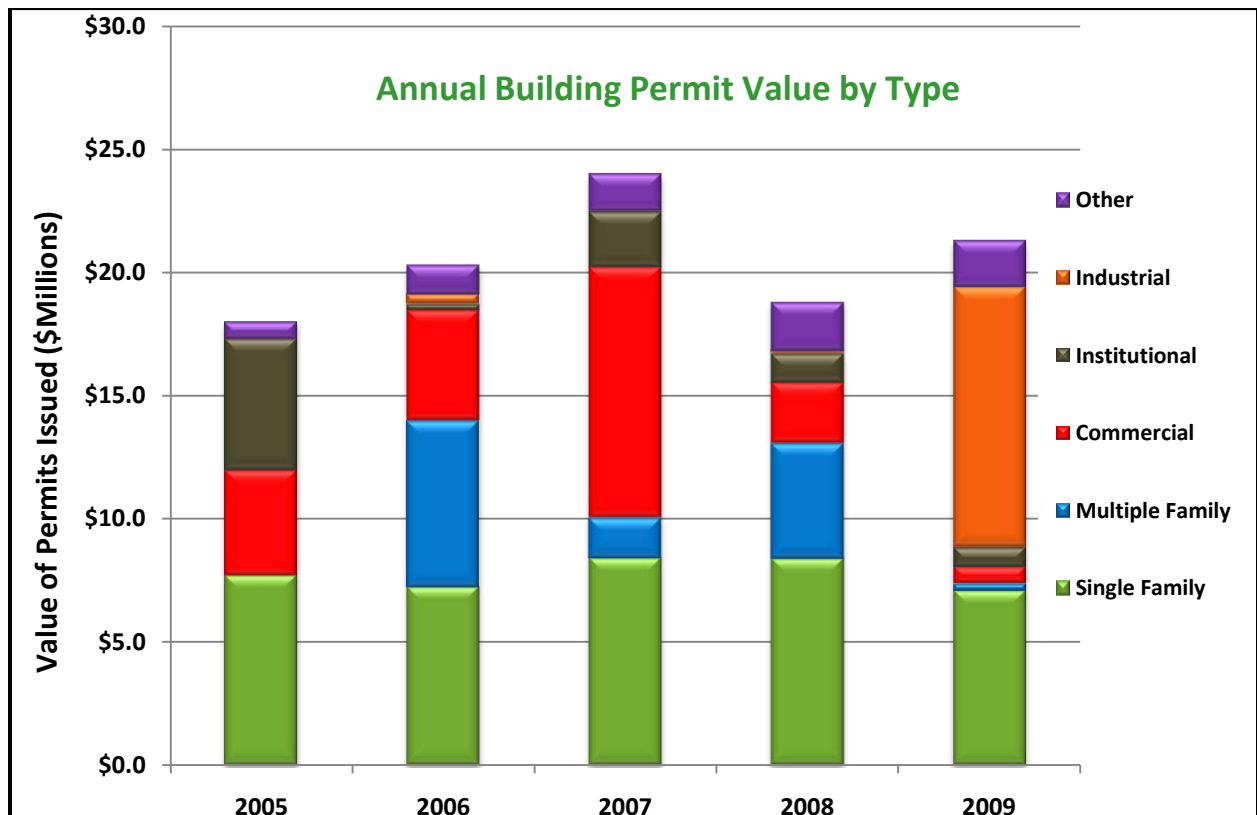
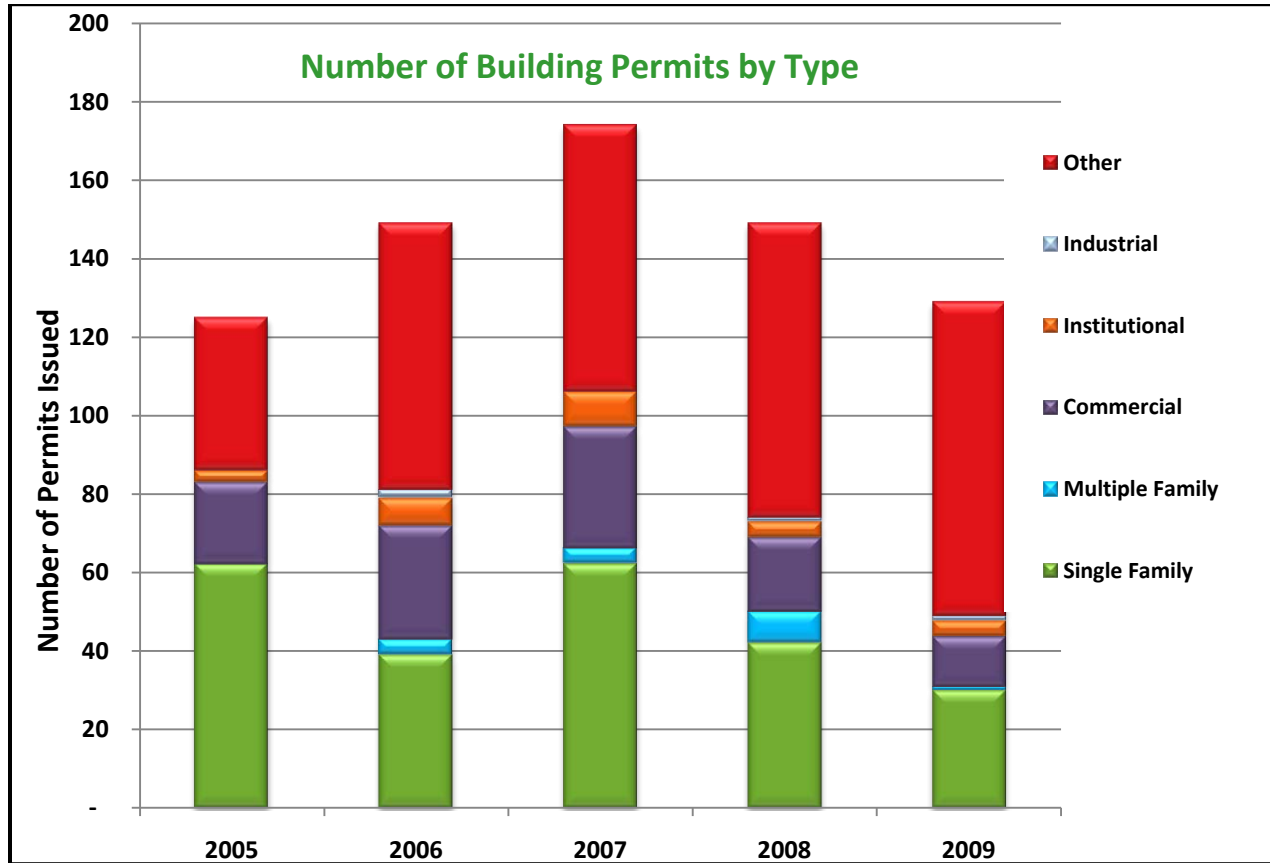
Consolidated Statement of Operations
Unaudited
For the year ended December 31, 2009

	2009 Budget	2009 Actual	2008 Actual
REVENUES			
Taxes	\$18,331,129	\$ 18,316,219	\$18,067,120
Sales of services	7,421,677	7,897,837	7,928,298
Other revenue from own sources	553,486	1,038,578	866,194
Investment income	199,980	163,667	615,181
Grants	9,185,807	2,906,331	2,908,328
Developer contributions	-	933,863	-
Sale of property and equipment	-	207,500	1,162,042
Parkland dedication deposits	-	21,550	15,500
Gain/(loss) on disposal of assets	-	1,563,441	-
	<u>35,692,079</u>	<u>33,048,986</u>	<u>31,562,663</u>
EXPENDITURES			
General government services	3,395,877	3,921,697	3,729,650
Protective services	8,839,261	8,014,147	7,830,511
Transportation services	8,556,582	5,191,429	4,964,644
Environmental health services	1,371,312	1,273,897	1,340,214
Environmental development	536,268	560,092	528,649
Recreation and cultural services	11,962,641	7,187,559	7,095,435
Interest	267,036	230,689	238,727
Debt reserve	28,180	1,629	2,304
Water utility	3,693,017	1,742,082	1,611,383
Sewer utility	2,524,146	1,371,953	1,250,606
Cost of sales and service	-	(50,873)	134,591
	<u>41,174,320</u>	<u>29,444,301</u>	<u>28,726,714</u>
ANNUAL SURPLUS	(5,482,241)	3,604,685	2,835,949
Accumulated surplus – beginning of year	<u>97,513,256</u>	<u>97,513,256</u>	<u>94,677,307</u>
ACCUMULATED SURPLUS – END OF YEAR	<u>\$92,031,015</u>	<u>\$101,117,941</u>	<u>\$97,513,256</u>

**Copies of the City's 2009 Audited Consolidated Financial
Statements are available at City Hall and on the
City's website at www.portalberni.ca**







Registered Owner	Exemption
Alberni Athletic Association	\$5,563.19
Alberni Clayoquot Continuing Care Society – Fir Park Village	\$13,849.52
Alberni Community & Women's Services Society	\$1,650.65
Alberni District Fall Fair Association	\$11,227.82
Alberni Valley Child Care Society	\$2,953.83
Alberni Valley Curling Club	\$4,551.82
Alberni Valley Junior Baseball Association	\$79.23
Alberni Valley Minor Hockey Association	\$1,195.31
Alberni Valley Minor Softball Association	\$301.41
Alberni Valley Rescue Squad	\$7,078.86
Alberni Valley Senior Citizens' Homes	\$20,080.02
Alberni Valley Youth Soccer Association	\$2,204.61
Bread of Life Society	\$3,007.22
British Columbia Society for Prevention of Cruelty to Animals	\$16,965.15
Canadian Mental Health Association – New Horizons Centre	\$1,664.91
Canadian Red Cross – BC Coastal Region	\$1,699.96
Catholic Independent Schools, Diocese of Victoria	\$10,342.71
Community Arts Council of the Alberni Valley	\$3,644.49
CTH Management Association	\$26,622.90
Echo Sunshine Club	\$6,276.24
Falls Road Eagles Hall	\$1,417.49
Island Corridor Foundation	\$7,651.54
Mount Arrowsmith Skating Club	\$1,255.59
Navy League of Canada	\$4,092.30
Port Alberni Aquatic Club - Tsunami Swim Club	\$437.48
Port Alberni Association for Community Living	\$5,134.37
Port Alberni Black Sheep Rugby Club	\$8,977.19
Port Alberni Gymnastics Association	\$12,900.40
Port Alberni Lawn Bowling Club	\$4,520.36
Port Alberni Maritime Heritage Society	\$9,211.13
Port Alberni Men's Slowpitch League	\$172.24
Portal Players Dramatic Society	\$5,111.94
Royal Canadian Legion	\$858.31
Ty Watson Home Foundation	\$1,222.68
Western Vancouver Island Industrial Heritage Society	\$8,702.68
2009 Property Taxes Foregone through Permissive Tax Exemptions	\$212,625.55

Mayor and Council

Mayor Ken McRae.....	250 720-2822
Councillor Hira Chopra.....	250 723-7629
Councillor John Douglas.....	250 720-2822
Councillor Jack McLeman.....	250 723-5851
Councillor Ike Patterson.....	250 724-2234
Councillor Cindy Solda.....	250 723-7139
Councillor Kenn Whiteman.....	250 723-7158

City Hall

Ken Watson, City Manager	250 720-2824
Russell Dyson, City Clerk/Deputy City Manager	250 720-2810
Davina Sparrow, Admin. Assistant/ Deputy City Clerk	250 720-2822
Cathy Rothwell, Director of Finance	250 720-2821
Theresa Kingston, Manager of Human Resources & Community Development	250 720-2506
Warren Kalyn, Manager of Info Services	250 720-2829
Pat Deakin, Manager of Economic Development	250 720-2527
Scott Smith, City Planner	250 720-2808
Dave Cappus, Building Inspector	250 720-2832
Guy Cicon, City Engineer	250 720-2838

Works Yard

Wayne Cheveldave, Mechanical Services Superintendent	250 720-2846
Randy Fraser, Streets Superintendent ..	250 720-2845
Brian Mousley, Utilities Superintendent .	250 720-2849
	250 723-2181

Parks & Recreation

Scott Kenny, Director of Parks & Recreation	250 720-2507
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Alberni Valley Multiplex

Ron Doetzel, Manager of Recreation Services	250 720-2519
	250 720-2514

Echo Aquatic Centre

Cathy Bagley, Aquatics Program Supervisor	250 720-2504
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Parks Yard

Roy Egger, Facility Operations Supervisor	250 720-2511
Jacob Colyn, Parks Superintendent	250 720-2516
	250 724-1351

Fire Department

Timothy Pley, Fire Chief	250 720-2540
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Alberni Valley Museum

Jean McIntosh, Director	250 720-2501
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McLean Mill

250 723-1376

Alberni Valley Bulldogs	250 723-4412
Alberni Valley Times	250 723-8171
Alberni Valley News	250 723-6399
BC Assessment Authority (Nanaimo) ...	1-800-977-2775
Buses (Diversified Transportation)	250 723-3341
Chamber of Commerce	250 724-6535
Court House	250 720-2424
Employment (Federal)	250 724-0151
Government Agent	250 720-2040
HandyDART	250 724-1311
Harbour Quay (Scott Kenny)	250 723-2181
Health Unit	250 724-1281
Hupacasath First Nation	250 724-4041
Hospital (WCGH)	250 731-1370
Landfill	250 723-1059
Library	250 723-9511
MLA, Scott Fraser	250 720-4515
MP, Dr. James Lunney	250 720-4457
Peak FM Radio	250 723-2455
Port Alberni Port Authority	250 723-5312
Recycling (Sun Coast Waste)	250 720-2161
Post Office	250 723-5411
RCMP (non-emergency)	250 723-2424
Regional District of Alberni-Clayoquot ..	250 720-2700
School Board	250 723-3565
Shaw Cable (Program)	250 723-4647
SPCA	250 723-5269
Train Station	250 723-2118
Tseshah First Nation	250 724-1225
Youth Health Centre (Gyro)	250 723-4488



AV Times Photo



AV News Photo



AV News Photo



D. Wiwchar Photo



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

www.portalberni.ca



Happy Retirement Ann!

