



Gateway to the Wild West Coast

Village of Port Alice Council Agenda Package

VILLAGE OF PORT ALICE
COUNCIL MEETING AGENDA
TO BE HELD WEDNESDAY APRIL 10, 2019 at 7:00 pm
IN THE PORT ALICE COUNCIL CHAMBERS



(1) CALL TO ORDER

We are privileged to acknowledge that this meeting is being held on the traditional territory of the Quatsino First Nations.

(2) RESOLUTION TO PROCEED TO CLOSED MEETING (6:30 pm)

THAT the meeting be closed to the public to consider matters pursuant to the following sections of the Community Charter:

Section 90 (1) (c) Labour relations or other employee relations;

RECONVENE

(3) ADOPTION OF AGENDA:

THAT the Agenda for the Meeting of the Village of Port Alice for April 10, 2019, be approved; AND THAT all delegations, reports, correspondence and other information set to the agenda be received for information.

(4) DELEGATIONS:

a.) BC Marine Trails

February 7, 2019, request for delegation from Janis Leach and Stephanie Meinke

(5) MINUTES:

a.) *THAT the minutes for the Regular Meeting held on March 27, 2019, be adopted.*

b.) March 13, 2019, Public Works & Recreation Committee Meeting

(6) COMMUNICATIONS:

a.) Request to keep Dragon Boat at public dock

April 2, 2019, Email from Andrea Keenan, Community Paramedic

b.) Port Alice's Marina Moorage

March 31, 2019, Letter from Blair McLean & George Frazer, Sea Otter Tours

Recommendation from Committee of the Whole

THAT three slips at the Rumble Beach Marina be available for reservation by Commercial Moorage contract holders for a fee of \$1200 plus GST per year to be paid in advance and FURTHER THAT is more than three contract holders apply that there be a draw to determine who gets the slips.

This change will be effective May 1, 2019 and the fee will be prorated for 2019.

(7) REPORTS:

a.) Report on VIRL Board Meeting, March 23, 2019

March 23, 2019, Report from Councillor Lloyd

b.) Land Sale Proposal

April 3, 2019, Report from Bonnie Danyk, CAO\CFO

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VILLAGE OF PORT ALICE
COUNCIL MEETING AGENDA

TO BE HELD WEDNESDAY APRIL 10, 2019 at 7:00 pm
IN THE PORT ALICE COUNCIL CHAMBERS



(8) BYLAWS:

Pg 19-36

a.) Village of Port Alice Rates & Fees Bylaw No. 652-2019,

THAT the Village of Port Alice Rates & Fees bylaw be rescinded 3rd reading and give 3rd reading as amended.

Pg 37-42

b.) Village of Port Alice Financial Plan 2019-2023 Bylaw No. 651, 2019

That the Village of Port Alice Financial Plan 2019-2023 Bylaw No. 651, 2019 be given 3rd reading.

Pg 43-45

c.) Water Use Restrictions Bylaw 653

That the Water Use Restrictions Bylaw 653 be given 1st, 2nd, 3rd reading.

(9) QUESTION PERIOD:

(10) ADJOURNMENT:

THAT the meeting of the Village of Port Alice Council held April 10, 2019, be adjourned.

INFORMATION ITEMS:

1. March 15, 2019, North Island Senior Housing Foundation Society Newsletter
2. March 15, 2019, Letter to Dr Bjarnason re Future Health Care in Port Alice from Julian Johnson and Diane Renaud
3. March 25, 2019, Letter to Min Robinson and Min Donaldson re Northern Capitol funding from Hon Claire Trevena
4. March 25, 2019, Request for support for graduated licensing for motorcycles, from Mayor Phillip Germuth, District of Kitimat
5. March 2019, "Defining a Higher Standard. For Today. For Tomorrow" Western Forest Products 2018 Sustainability Report
6. March 23, 2019, "From the Board Table" Vancouver Island Regional Library newsletter
7. April 1, 2019, Update in Human Trafficking in BC communities HT videos, from Cathy Peters BC anti-human trafficking educator

VILLAGE OF PORT ALICE

INCORPORATED A.D. 1965



Delegation Request Form

Request to Appear as a Delegation
Regular Council Meeting

TO BE HELD April 10, 2019 AT 7:00 P.M.
Date Time

NAME OF PERSON MAKING PRESENTATION: Stephanie Meinke

NAME OF APPLICANT IF DIFFERENT THAN ABOVE: + Janis Leach

www.bcmarinetrails.org
NAME OF ORGANIZATION (if applicable): BC Marine Trails

(Paul Grey, President)
Mailing Address: c/o 3285 Roper Rd., Ladysmith BC V9G 1C4

Phone: Stephanie : (250) 228-1844
Business Home

Fax: email: sjmeinke@shaw.ca

DETAILS: Please provide complete information on the nature of your presentation. If applicable, provide one set of submission documents in letter size format for copying purposes. All requests and documentation must be received by the Corporate Officer by 5pm on the Thursday prior to the meeting date for consideration. Delegation requests that do not meet the criteria of Procedure Bylaw #595 will not be processed.

It has been some time since BC Marine Trails' representatives met informally with Council and a few community members regarding the marine trails initiative. We would like the opportunity to provide the newly elected Mayor + Council with a brief update regarding marine trails in general and the Cape Scott Marine Trail project in particular. As the "Gateway to the Wild West Coast", Port Alice*

Janis Leach
Signature

Feb. 7, 2019
Date

* provides key services to kayakers seeking access to Quatsino Sound and beyond. We would be looking for project support and local input. We would also like to ensure that our marine trail plans are compatible with Village plans + bylaws.

Office Use Only

Received by: _____

Date & Time: _____

Approved: _____ Not Approved: _____ for Meeting Date: _____

VILLAGE OF PORT ALICE COUNCIL
REGULAR MEETING MINUTES
WEDNESDAY MARCH 27, 2019
IN THE PORT ALICE COUNCIL CHAMBERS



Present
Mayor Kevin Cameron
Councillor Holly Aldis
Councillor Bruce Lloyd
Councillor Angela Yunker

Absent
Councillor Warren Beatty

Staff
Bonnie Danyk, CAO / CFO

CALL TO ORDER: 7:00 pm

Mayor Kevin Cameron called the meeting to order at 7:00 pm

APPROVAL OF AGENDA:

25/19
Adoption of
Agenda

MOVED by Councillor Lloyd / Seconded by Councillor Aldis

THAT the Agenda for the Meeting of the Village of Port Alice for March 13, 2019, be approved with the addition of Mayor Cameron's report on Arterran Renewables under REPORTS b.) AND THAT all delegations, reports, correspondence and other information set to the agenda be received for information.

CARRIED

26/19
Minutes
Mar 13, 2019

MINUTES:

MOVED by Councillor Lloyd/ Seconded by Councillor Aldis

THAT the minutes for the Regular Meeting held on March 13, 2019 be adopted.

CARRIED

DECLASSIFIED MOTIONS:

27/19
LOA

MOVED by Councillor Yunker / Seconded by Councillor Lloyd

THAT the following motion from the Closed Council meeting on February 6, 2019 be declassified:

THAT Councillor Warren Beatty be granted a Leave of Absence, without pay, from his duties as Village Councillor for the period March 18, 2019 to June 30, 2019.

CARRIED

REPORTS:

a) Amend Acting Mayor Resolution

March 20, 2019 Report from CAO / CFO Bonnie Danyk

28/19
Acting Mayor

MOVED by Councillor Lloyd / Seconded by Councillor Yunker

THAT the resolution from November 5, 2019 be amended to read:

- Councillor Aldis for the Term November 2018 – February 2019;
 - Councillor Yunker for the term March 2019 – May 2019;
 - Councillor Lloyd for the term June 2019 – August 2019;
 - Councillor Beatty for the term September 2019 – November 2019.
- CARRIED

b) Report from Mayor Kevin Cameron regarding Arterran Renewables

BYLAWS:

Village of Port Alice Financial Plan 2019-2023 Bylaw No. 651, 2019

MOVED by Councillor Lloyd/ Seconded by Councillor Aldis

29/19
2019-2023
Finance
Bylaw 651

THAT the *Village of Port Alice Financial Plan 2019-2023 Bylaw No. 651, 2019* be given first and second reading.

CARRIED

Village of Port Alice Rates & Fees Bylaw No. 652-2019

MOVED by Councillor Lloyd/ Seconded by Councillor Yunker

30/19
Rates & Fees
Bylaw 652

THAT the *Village of Port Alice Rates & Fees Bylaw No. 652-2019* be given first, second and third reading.

CARRIED

ADJOURNMENT:

MOVED by Councillor Lloyd / Seconded by Councillor Aldis

31/19
Adjournment

THAT the *Regular meeting of the Village of Port Alice held March 27 2019, be adjourned at 7:27 pm*

CARRIED

I hereby certify the preceding to be a true and correct account of the Regular meeting of the Village of Port Alice Council held March 27, 2019.

Mayor

Chief Administrative Officer

VILLAGE OF PORT ALICE COUNCIL
MEETING MINUTES



Wednesday March 13, 2019
Village Office Council Chambers
Public Works and Recreation Committee Meeting

Present Mayor Kevin Cameron
Councillor Holly Aldis
Councillor Warren Beatty
Councillor Bruce Lloyd

Staff Bonnie Danyk, Finance Officer
Shane Tiberghien, Acting Public Works Foreman
Louisa Moore, Acting CC Coordinator

CALL TO ORDER

Mayor Kevin Cameron called the meeting to order at 3:15 pm

PWR 10/19
Agenda

APPROVAL OF AGENDA

MOVED by Councillor Lloyd / Seconded by Councillor Beatty

THAT the Agenda for the Public Works and Recreation Committee be approved; AND THAT all delegations, reports, correspondence and other information set to the agenda be received for information.

CARRIED

PWR 11/19
PW/Rec Minutes
2019-02-06

MINUTES:

MOVED by Councillor Lloyd/ Seconded by Councillor Yunker

THAT the minutes of the Public Works and Recreation Committee Meeting held February 6, 2019 be adopted.

CARRIED

REPORTS:

Community Centre Coordinator Monthly Report – February

January 31, 2019, Report from Louisa Moore, Acting CC Coordinator

Public Works Foreman's Monthly Report – February

January 30, 2019, Report from Jason Yunker, Public Works Foreman

ADJOURNMENT:

MOVED by Councillor Lloyd/ Seconded by Councillor Yunker

PWR 12/19
Adjournment

THAT the Public Works & Recreation Committee meeting of the Village of Port Alice held March 13, 2019 be adjourned at 4:00 p.m.

CARRIED

I hereby certify the preceding to be a true and correct account of the Regular meeting of the Public Works and Recreation Committee Meeting held March 13, 2019.

Mayor

Chief Administrative Officer

From: Keenan, Andrea EHS:EX <Andrea.Keenan@bcehs.ca>
Sent: Tuesday, April 02, 2019 5:19 PM
To: XT:PortAlice, Village ENV:IN
Subject: the Frigon Dragon Boat needs a home :)

Mayor & council,

I write this email in hopes of finding a new home for the dragon boat that is presently being stored on the yacht club dock. It was moored there last summer and part of the fall, and has been upside down on the dock for the winter. The yacht club had a board meeting and decided it would be better if the dragon boat found a new home. We were quite happy to have the time we did at the yacht club as it allowed us a safe place to moor and store the boat without worry. I've come to know Port Alice over the last year and I feel that we don't really have to worry about the dragon boat being vandalized. Which was my concern when searching out a space originally. I'm quite confident that if the village allowed it, the dragon boat would be quite safe on the public dock. The (new) paddling community really stepped up in watching over and taking care of the dragon boat. I can always bring a cable and lock just in case and we do have insurance to cover any issues.

I've come to understand that the old fueling slip might be a good spot for the dragon boat. If there is a situation on a weekend where the public dock is extremely busy, I can request to moor the dragon boat at the yacht club during those peak times. The public dock is a better fit due to the height of the main dock. During low tide, the gangplank isn't as steep as the yacht club's main dock. It is my intension to have seniors try dragon boating this spring and summer. This will make the experience less intimidating for the elderly.

Having this dragon boat in Port Alice has really benefited the community. A team was created, The Frigon Paddlers, and they practiced once a week for several months. The community centre kids camp enjoyed a couple of outings and as I said above, I'd like to have a regular practice for seniors this season. Dragon boat is a sport that anyone (who can sit and lift a paddle) can participate in. It's a great way to explore Port Alice, exercise, socialize, have fun and learn a new skill. While under my care, participants will learn boat and water safety, how to paddle and how to work as a team to accomplish a common goal. It really is a remarkable sport as it can hold 22 people at once. It would be such a shame to lose this opportunity if we can't find a place to moor the dragon boat.

Part of my job as a Community Paramedic is to get people moving. Given that there has been so many cougar scares over the past year, getting out on the water and away from the big cats is an amazing way to take the fear out of being active outside.

Thank you so much for taking the time to consider my request.

Andrea Keenan
Community Paramedicine
Port Alice
BC Emergency Health Services
Provincial Health Services Authority
T: 250-284-6244 C: 250-209-6551
E: andrea.keenan@bcehs.ca<mailto:andrea.keenan@bcehs.ca>
[BCEHS-2013AUG26-02]

RECEIVED
APR 02 2019

"SEA OTTER ECO TOURS"

840 Marine Drive
P.O. Box 672
Telephone : 1-250-851-4347
PORT ALICE, B.C.

March 31, 2019

Mayor & Council
Village of Port Alice

RE: PORT ALICES MARINA MOORAGE

As we begin our second year operating "Sea Otter Eco Tours" it is important to our business operation to know that we can pay for, and thus be guaranteed, a reserved docking space at the Village Marina.

We anticipate a season extending from May 1 to September 30, 2019. Our boat loads will vary with a maximum carrying space of 12 guests.

It is vital when we return to dock at the end our tour that the spot we have reserved and paid for is vacant. It is very important that our Tour Guests have easy access to the dock and to their vehicles. In the past this has not always been the case.

We are most willing to Pre-pay our docking fee on an annual basis to ensure that our docking space is available until the end of 2019.

The enclosed letter will explain our plans for the 2019 tourist season.

Thank you for consideration of our request.

Sincerely



Blair McLean-Owner

George Frazer-General Manager

840 Marine Drive, Port Alice

#105-801 Marine Drive, Port Alice

Recommendation from Committee of the Whole: THAT three slips at the Rumble Beach Marina be available for reservation by Commercial Moorage contract holders for a fee of \$1,200 plus GST per year to be paid in advance and FURTHER THAT if more than three contract holders apply that there be a draw to determine who gets the slips.

This change will be effective May 1, 2019 and the fee will be prorated for 2019.

Councillor Lloyd's Report on VIRL Board Meeting of March 23rd 2019

This regular board meeting was well attended and quite interesting given a special report on the booming BC Construction Market which has unfortunately impacted negatively on the Library's construction plans in Sayward. Similar to the situation with Port Hardy's planned community centre the construction quotes have come back far higher than expected. This has caused some changes to be necessary in the design to see if a less expensive prototype can be made to enable both this branch's new home and the badly - needed Woss branch replacement to be completed. Discussions have also been taking place in Massett, Tahsis, Queen Charlotte and Sandspit as well. The hold up in the latter two communities hinges on difficulties with the school board's insistence that the schools have priority during the day to the exclusion of the public at the Port Clements branch which the Library board is not satisfied with, yet the school board insists upon. Other branches such as Sidney's renovations and the completed Cumberland and ongoing discussions at Sooke etc. were reported on. Indeed a long but interesting discussion took place regarding the advantages and disadvantages of library lease or ownership ensued. I shared my opinion that economy over opulence was important so that the most people are served adequately as opposed to some enjoying palatial environs while others in such places as Woss endure a derelict building for years. It was a good discussion and a few came over to thank me for those comments.

I would be remiss to not mention as I did in my last report how impressed I am with the library's staff. They are friendly, helpful and intelligent. Their reports and supplementary answers to the board on various questions impress me.

We enacted some housekeeping measures including a new fee schedule and the like. I requested a report on the interesting question as to whether or not the dropping of children's fines as was recently done will result in more or less returns of materials. Originally I thought it would result in less returns as people didn't have to answer to such traditional measures. However, we may find that people will bring back materials more often because there is no fiscal punishment? I will report on such at the end of the year.

Locally, I have noticed a lot of activity at our branch and the book club, puzzles, special events and other things keep people coming to our little library. It is, along with the rest of the community centre that also grows in popularity; a hub of our struggling but pleasant to live in community. We can be very thankful for it.

Sincerely,
Councillor Lloyd



VILLAGE OF PORT ALICE REPORT TO COUNCIL

To: Mayor & Council
From: Bonnie Danyk, CAO / CFO
Date: April 3, 2019
Subject: Land Sale Proposal

At its meeting on February 6, 2019, Council considered a proposal from Councillor Angela Yunker regarding the possible sale of Village owned waterfront property for the purpose of attracting the development of a hotel or resort. The motion from the report was that staff be asked to prepare a report for a future Council meeting outlining the steps required to enable the Village to sell waterfront property for a commercial accommodation development with the focus on Plan B.

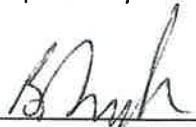
Plan A was to subdivide Lion's Park and create a lot close to the marina. Plan C was the lot on the other side of the marina where the overflow parking is. Both of these lots are in the Slide Protection Zone so it was decided to focus on Plan B.

Plan B is the lot beside the Health Centre where the former Seniors Centre was located. This lot is currently being used for overflow parking at the marina and for parking for Lion's Park. As this lot was currently occupied by a building there is already water and sewer infrastructure in place. The drawback to this lot is that it is a dedicated Park and would have to be removed from this dedication. The process to remove the dedication would involve elector approval. This approval can be obtained by either having a referendum or an alternative approval process. The alternative approval process involves public notice of the proposed bylaw and gives electors an opportunity to fill out and send in a response form if they are against the proposal. If approval was obtained and the lot was sold the money would have to go into a park land reserve and could only be used for acquiring more park land.

An incentive that Council could offer to potential developers is a Revitalization Tax Exemption. This is done by a bylaw similar to the Permissive Tax Exemption Bylaw and has a maximum term of ten years. A Revitalization Tax Exemption is one of the strategies suggested in the Port of Potential Economic Development Plan. The tax exemption would only apply to local Village of Port Alice taxes, they would still have to pay School and other non-Village taxes. This could also be offered to potential buyers of the Quatsino Chalet.

The proposal report suggested that covenants be placed on the property requiring that the purchaser could only use the lot for a hotel or resort and that construction would have to begin within a set period of time. These covenants would have to be carefully worded and prepared by a lawyer to ensure that they would be enforceable.

Respectfully submitted,



Bonnie Danyk CAO / CFO

**A BYLAW FOR VILLAGE OF PORT ALICE
RATES & FEES FOR 2019**

WHEREAS the Council considers it desirable to charge for fees and services provided by the Municipality;

The Council of the Village of Port Alice enacts as follows:

1. TITLE

(a) This bylaw may be cited for all purposes as the "Village of Port Alice Rates & Fees Bylaw No. 652-2019".

2. ENACTMENT

(a) This bylaw is in effect May 1, 2019, except for schedules A, B and D which are effective January 1, 2019.

(b) It shall be lawful for the Chief Administrative Officer or the Finance Officer to transfer any outstanding accounts receivable invoices, if unpaid on the 31st day of December, to property taxes in arrears.

(c) This bylaw repeals Bylaw No 619, 2016.

3. SCHEDULES

(a) Schedules A, B, C, D, E, F, G, H, I, J, K, L, M and N attached to and forming part of this bylaw are hereby adopted and are the rates charged for the Village of Port Alice user rates.

4. SEVERABILITY

If a court of competent jurisdiction declares any portion of this bylaw invalid, then the invalid portion must be severed and the remainder of the bylaw is deemed valid.

5. TABLE OF CONTENTS

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Read a first time on the 27th day of March, 2019.

Read a second time on the 27th day of March, 2019.

Read a third time on the 27th day of March, 2019.

Recind third reading on the 10th day of April, 2019.

Read a third time on the 10th of April, 2019.

Adopted on the 24^h day of April, 2019.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

Certified to be a true copy of the Village of Port Alice Rates & Fees Bylaw No. 652-2019
As adopted on the 24th day of April, 2019.

CHIEF ADMINISTRATIVE OFFICER

SCHEDULE A – WATER RATES

1. Inspection, Connection, Turn Water On/Off Fees		
a)	Any property owner who desires a turn off or on of service must give to the Village office, seven (7) days' notice in writing, except in the case of an emergency , and shall at the same time pay the fee for each turning off or on.	\$75.00
b)	Where installation of a water connection exists the fee for inspection of a standard 18mm (3/4") connection will be:	\$75.00
c)	For each additional inspection required after the first inspection because of defective material or workmanship the fee will be:	\$75.00
d)	Where a water connection (standard 18mm (3/4")) is to be installed, a water main or lateral line must be within twenty (20) metres distance from the property line . The fee shall be at cost or a minimum of:	\$1,500.00
e)	Where a water connection is required above the standard 18mm (3/4") or is beyond the 20 metre distance, the fee shall be at cost or a minimum of:	\$1,500.00
2. Semi Annual Rates		Rate per month
The rates reflected in this schedule are based on a flat rate billing system.		
a	For each single residential dwelling unit	\$8.25
b	For Strata Plan I (rate per month per unit) x 63 Units:	\$8.25
c	For Strata Plan II (rate per month per unit) x 101 Units:	\$8.25
d	For Trailer and Mobile Homes	\$8.25
e	For Schools – each class room	\$8.25
f	For each Yacht Club	\$8.25
g	Garage or Service Station With Car Wash Facilities	\$8.25 Metered Rate
h	For Commercial Light Industrial & Industrial	Metered Rate
i	For each Strata Titled Apartment Building (owner to provide metre)	Metered Rate
	Forest Grove (Minimum rate \$5.15 per unit)	
	Seaview (Minimum rate \$5.15 per unit)	
	Misty Manor (Minimum rate \$5.15 per unit)	
	Quatsino Chalet (Minimum rate \$5.15 per unit)	
j	For Campground (Minimum rate \$5.15 per site)	Metered Rate
k	For Health Clinic (Minimum rate \$7.00 per month)	Metered Rate
l	For each beer parlor/lounge (Minimum rate \$8.25 per month)	Metered Rate
m	For each Legion (Minimum rate \$8.25 per month)	Metered Rate
n	For each Office, Shop, Small Store (Minimum rate \$8.25 per month)	Metered Rate
o	For each Legion (Minimum rate \$8.25 per month)	Metered Rate
3. Metered Rate Users		
a	First 20,000 cu. Ft. used per month – per 100 cu. Ft. or part thereof	\$0.38
b	Next 30,000 cu. Ft. used per month – per 100 cu. Ft. or part thereof	\$0.38
c	Next 30,000 cu. Ft. used per month – per 100 cu. Ft. or part thereof	\$0.40
d	80,000 plus cu. Ft. used per month – per 100 cu. Ft. or part thereof	\$0.42

SCHEDULE B – SEWER RATES

1. Rates – Inspection and Connection Fees		
Before any owner's sewer is connected to a sewer connection or public sewer, the owner of the lands requiring such connection or his agent shall make application to the office of the Village, upon such form as provided from time to time, for a permit to connect the owner's sewer to the sewer connection or public sewer, and he shall pay to the Village a sewer inspection/connection fee as follows:		
a)	where installation of sewer connection exists, for standard 100 mm (4") connection an inspection/connection fee of:	\$75.00
b)	where a sewer connection is to be installed, provided a sanitary main or lateral line is within 20 metres distance of the property line, the inspection/connection fee shall be at cost or a minimum of :	\$1,500.00
c)	where a sewer connection is required above the 100 mm (4") or is beyond the 20 metre distance, the charge will be the minimum rate or cost, whichever is higher.	\$1,500.00 minimum
Seniors Discount: Senior means a person who is 65 years of age or older (for principle residence only).		10%
Re-Inspection Fee An inspection fee shall be paid to the Village for each additional inspection required after the first inspection because of defective materials or workmanship.		\$75.00
2 Semi Annual Rates		
The rates reflected in this schedule are based on a flat rate billing system.		Rate per month
a	For each single residential dwelling unit	\$ 19.50
b	For Strata Plan I (rate per month per unit) x 63 Units:	\$ 19.50
c	For Strata Plan II (rate per month per unit) x 101 Units:	\$ 19.50
d	For Trailer and Mobile Homes	\$ 19.50
e	For Schools – each class room	\$ 19.50
f	For Garage or Service Station	\$ 19.50
g	For each Strata Titled Apartment Building – Rate per unit Forest Grove (42 units) Seaview (38 units) Misty Manor (34 units) Quatsino Chalet (60 units)	\$ 16.67
h	For each hotel/motel – per unit	\$ 6.67
i	For each campground site	\$ 1.25
j	For each beer parlor/legion	\$23.33
k	Coffee shop/restaurant/cocktail lounge	\$ 16.67
l	For each Office, Shop, Small Store or Laundry	\$ 16.67
m	Supermarket	\$ 16.67
n	Health Clinic	\$ 16.67
o	Church	\$ 7.50
p	Light Industrial shops:	
p (i)	5 employees or less	\$18.50
p (ii)	6 – 15 employees	\$22.65
p (iii)	16 – 30 employees	\$ 28.00

SCHEDULE C – STORM SEWER RATES

3. That at such time as the application is executed the applicant shall pay a connection fee in accordance with the fees listed below:

a) Inspection of connection:	\$75.00
b) Re-inspection of connection and each subsequent connection	\$75.00
c) Where a storm drain connection (standard 100 mm) is to be installed, a fee of Fifteen Hundred Dollars (\$1,500.00) shall be charged provided a storm drain main or lateral is within twenty (20) metres of the property line.	\$1,500.00
d) Where a storm drain connection is required above the 100 mm (4") or is beyond the twenty (20) metre distance, the fee shall be Fifteen Hundred Dollars (\$1,500.00) or at cost, whichever is higher.	\$1,500.00 minimum

SCHEDULE D – GARBAGE COLLECTION & DISPOSAL RATES

1. Garbage Rates	
<p>The rates reflected in this schedule are based on a flat rate billing system as listed in the table below. The utility requires appropriate funds to operate and the use of the system is not commensurate of rate but a portion of the average base costs.</p> <p>(a) The minimum fee payable for the removal of garbage, ashes, and trade waste shall be as Per the table below and shall apply to: Residential unit – based on a maximum of two regulation garbage cans per pickup per week for each single family unit. (ii) Commercial unit – with no bins – based on a maximum of two regulation garbage cans per pickup per week for offices, warehouses, small retail and wholesale outlets and other small commercial enterprises. (iii) Large quantity commercial and industrial – will be charged according to their usage of 3 cu. Yard or 30 cu. Yard bins.</p>	
	Rate Per month
Residential dwelling units, Strata Plan II & Mobile Homes	\$11.50
Strata Corporations – Seaview, Misty Manor, Forest Grove, Evergreen Terrace, & Quatsino Chalet (per bin/pickup	\$16.67
Commercial/Institutions – per unit:	
Small	\$18.75
3-yd bin – per pickup	\$16.67
Seniors Discount: Senior means a person who is 65 years of age or older (for principle residence only).	10%

SCHEDULE E – STATUTORY FEE RATES

Rates do not include applicable taxes.

1.	Tax Certificate The collector shall provide tax certificates as provided under Section 249 of the <i>Community Charter</i> for the fee established.	\$20.00
2.	Reports	
	a) Photocopies (Black & White)	
	8-1/2" x 11"	\$0.25/per page
	8-1/2" x 14"	\$0.25/per page
	11" x 17"	\$0.30/per page
	Photocopies (Color)	
	8-1/2" x 11"	\$1.00/per page
	8-1/2" x 14"	\$1.00/per page
	11" x 17"	\$1.50/per page
	b) Faxes	
	8-1/2" x 11"	\$1.00/per page
	8-1/2" x 14"	\$1.00/per page
	11" x 17"	\$1.00/per page
	c) Laminating	
	8-1/2" x 11"	\$3.00/per page
	8-1/2" x 14"	\$3.50/per page
	11" x 17"	\$4.00/per page
	d) Maps or Plans	At Cost
	e) Council Meeting Agendas	\$4.00
3.	NSF cheques returned	\$40.00
4.	Boulevard Debris Pick up or other Rental Purposes – Equipment will only be rented out with Village Operator	
	Dump Truck (includes operator)	\$160.00/hr
	Back Hoe (includes operator)	\$190.00/hr

SCHEDULE E - STATUTORY FEE RATES
 (continued)

Rates do not include applicable taxes

5.	Commemorative benches	
	(a) Bench, plaque and installation	\$1,600.00
	(b) Commemorative tree or shrub and plaque	\$600.00 plus tree /shrub
6.	Search for information and records, other than Freedom of Information Request	
	(a) for locating or retrieving a record	\$7.50 per ¼ hour
	(b) for producing a record manually	\$7.50 per ¼ hour
	© for preparing a record for disclosure	\$7.50 per ¼ hour
	(d) for shipping copies	actual costs of shipping method chosen by applicant
7.	Advertising	
	Rumble Sheet Commercial Ads: Classified Ad	\$2.00 per line/ \$6.00 Minimum
	Business Card.....	\$6.00/per month
	¼ page.....	\$8.00/per month
	½ page.....	\$16.00/per month
	1 full page.....	\$32.00/per month
8.	Signage at Marina	
	17" wide x 9" high	\$18.36
	23" wide x 9" high	\$24.84
	17" wide x 20" high	\$40.80
9.	Tourism	
	Sales Commission on Gift Shop Items at Info Centre	15%

SCHEDULE F – BUSINESS LICENCE FEES

DEFINITION	BASIS OF FEE	FEE (per annum unless otherwise stated)
Commercial/Industrial Definition – any business permitted in the zones designated in the Village of Port Alice Zoning and Land Use Bylaw and any amendments thereto.	Employing up to 3 people	\$50.00
	Employing up to 10 people	\$80.00
	Employing up to 25 people	\$100.00
	Employing up to 50 people	\$200.00
	Employing over 50 people	\$400.00
Rental units/spaces Definition – Any building containing rental units for residential or accommodation purposes or any land containing spaces to rent (including campgrounds, storage units, manufactured home parks, etc).	Up to 10 units	\$50.00
	Up to 20 units	\$100.00
	Up to 30 units	\$200.00
	Over 30 units	\$400.00
Home Occupation Definition – any business permitted in residential areas under the provisions of the Home Occupation Regulations set out in the Village of Port Alice Zoning Land Use Bylaw and any amendments thereto.	Per business	\$50.00
Miscellaneous Business Definition – any business not carried out of a building or premises within the Village of Port Alice, including, but not limited to: canvasser, agents, contractors, delivery services, mobile sales and servicing (not including “Mobile Business” defined hereinbefore) and any other business not hereinbefore provided.	Per business	\$50.00
	*Exception: Instructors offering less than 10 hours instruction/week	\$20.00
Mobile Business Definition – See Bylaw 496 – Schedule “B”	Per day	\$50.00
	Each mobile unit Per year	\$300.00
Non- Resident Business Definition – any type of business carried on in the Village by a non-resident (not including a non-resident that owns, or leases property in the Village for the purpose of operating the said business), including, but not limited to: direct sales, agents, professionals, contractors, delivery services, and mobile sales (except mobile Business defined in Schedule “B”-Bylaw 496).	North Island (Mt. Waddington Regional District) Business	
	Per day	\$20.00
	Per year	\$80.00
	All other non-resident businesses	
	Per day	\$30.00
	Per year	\$100.00

Business License fees will be pro-rated 50% after July 31st of each year.

SCHEDULE G – RECREATION FACILITIES RATES
 Rates do not include applicable taxes

Facility Rentals (during regular scheduled hours)	Rate
Community Centre	
Gym/Larry Pepper Room	\$13.00/hr
Gym/Larry Pepper Room	\$80.00/day
Gym/Larry Pepper Room (Event & Equipment Damage Deposit)	\$200.00
Gym/Larry Pepper Room Cleaning fee	\$30.00/hr
Activity Rooms	\$8.00/hr
Activity Rooms	\$50.00/day
Computer Room	\$13.00/hr
Computer Room	\$80.00/day
After Hours Rental	\$50.00/hr
Room Set up Fees (Chairs, Tables, Coffee, etc.) up to one hour of staff time:	\$30.00
For every half hour thereafter:	\$15.00
Coffee Service: includes coffee and supplies: Per Person	\$1.00
Minimum Fee	\$10.00
Sound System	\$50.00
Projector/Screen	\$15.00
TV/DVD	\$15.00
Tablecloths (per tablecloth)	\$2.50
Helium Balloon Filling Fees (Regular Balloons)	\$0.55
Helium Balloon Filling Fees (Foil Balloons)	\$1.00
Sea View Activity Centre	
Multi Purpose Room	\$13.00/hr
Multi Purpose Room	\$80.00/day
Home Economics Room	\$13.00/hr
Home Economics Room	\$80.00/day
Reading or Seniors Room	\$8.00/hr
Reading or Seniors Room	\$50.00/day
After Hours Rental	\$50.00/hr
Arena	
Hockey Side (Ice Surface)	\$40.00/hr
Curling Side (Ice Surface)	\$40.00/hr
Arena Dry Floor: Hockey or Curling Slab	\$30.48/hr
Upper Curling Lounge (during off ice season)	\$30.48/hr
Lower Curling Lounge (during off ice season)	\$30.48/hr
Skate Shop	
Skate Sharpening	\$3.81
Skate Rental	\$1.78
Skate Laces	\$3.13
Hockey Tape	\$3.13
Adult Stick Time	\$3.34
Rental fees established in a Rental Agreement between the Village of Port Alice and the respective users takes precedence over the rental fees above.	

SCHEDULE H – BUILDING PERMIT & TEMPORARY BUILDING PERMIT RATES

1. Building Fees	
a) Value of construction up to \$1,000.00	\$175.00
b) For each additional \$1,000.00 of value of construction, or fraction thereof, over \$1,000.00 but not exceeding \$100,000.00.	\$8.00
c) For each additional \$1,000.00 of value of construction, or fraction thereof, over \$100,000.00 but not exceeding \$500,000.00.	\$5.50
d) For each additional \$1,000.00 of value of construction, or fraction thereof, exceeding \$500,000.00	\$4.00
e) For renewal of a permit where the value of the proposed construction is less than \$100,000	\$50.00
f) For renewal of a permit where the value of the construction is \$100,000 or more	\$50.00 plus \$1.00 per \$1,000, or fraction thereof, for construction value in excess of \$100,000
g) The fee for a permit to demolish a building	\$50.00
(1) Deposit for residential demolition	\$1,000.00
(2) Deposit for commercial/industrial demolition	\$2,000.00
h) The fee for a permit to authorize the moving of a building shall be:	50% fee for new construction
i) The fee for permission to locate a mobile home, factory built building, or similar structure in a location, plus the fee based on the value of the work required to be done on the site, as set out in construction fees above	\$100.00 single wide \$150.00 double wide
j) The fee for inspection of a Bed & Breakfast operation	\$175.00
k) The fee for inspection following request of property owner to close a secondary suite	\$175.00
l) The fee for inspection of a Daycare operation	\$175.00
2. Refund of Fees	
a) An applicant for a Building, Building Moving, Demolition, Plumbing or Sign permit may obtain a refund of the Permit Fee when a permit is surrendered and cancelled on the following basis:	
i) Refund before any construction begins:	75% of permit fees
ii) No refund shall be made where construction or work has begun or an inspection has been made.	
iii) No refund shall be made for less than	\$100.00
3. Re-inspection Charge	
A re-inspection fee where more than two inspections are necessary	\$175.00

SCHEDULE H – BUILDING PERMIT & TEMPORARY BUILDING PERMIT RATES
 (continued)

<p>4. Application or Permit Transfer Fee A transfer fee of i) Applies when a permit is outstanding with respect to a parcel of land and the registered ownership of the land is transferred. The new owner may apply for a revised building permit issued in the name of that owner upon payment of the transfer fee. ii) A revised building permit issued under Subsection a) i) shall be deemed to have been issued on the date of the original issuance of the permit and to take effect from that date. iii) Subsection a) i) does not apply when the building plans or the conditions of issuance for a building permit are proposed to be changed. A new building permit application and permit fee must be submitted to the Building Inspector and a new building permit obtained.</p>	<p>\$50.00</p>
<p>5. Permit Extension Fee An additional non-refundable permit extension fee applies when an extension is requested in writing by the owner.</p>	<p>\$50.00</p>
<p>6. Letter Advising of Status of Property and Improvements</p>	<p>\$60.00/per hour</p>
<p>7. Building File Review</p>	<p>\$60.00/per hour</p>
<p>8. Fire Protection Equipment - Resubmission of plans</p>	<p>\$100.00 each submission</p>

SCHEDULE I – CEMETERY RATES

Rates do not include applicable taxes.

	Care Fund (included)	Total Fee
Grave Space		
Adult Size	\$100.00	\$400.00
Child /Infant (under 10 years old)	\$75.00	\$300.00
Cremated Remains Size	\$30.00	\$120.00
Services - Opening and Closing grave for burials		
Adult Size: Monday- Friday 8:00 a.m. – 2:00 p.m.		\$600.00
Adult Size: Monday- Friday after 2:00 p.m.		\$800.00
Adult Size: Saturday, Sunday, Statutory Holidays		\$1,500.00
Child/Infant Size (under 10 years old): Monday- Friday 8:00 a.m. – 2:00 p.m.		\$500.00
Child/Infant Size (under 10 years old): Monday- Friday after 2:00 p.m.		\$700.00
Child/Infant Size (under 10 years old): Saturday, Sunday, Statutory Holidays		\$800.00
Services - Opening and Closing grave for Cremated Remains		
Monday- Friday 8:00 a.m. – 2:00 p.m.		\$200.00
Monday- Friday after 2:00 p.m.		\$360.00
Saturday, Sunday, Statutory Holidays		\$460.00
Services - Opening and Closing grave for Exhumation		
Adult Size: Monday – Friday 8:00 a.m. – 2:00 p.m.		\$620.00
Child/Infant Size (under 10 years old) Monday – Friday 8:00a.m. – 2:00 p.m.		\$565.00
Transfer of License		\$25.00
Installation of Memorials (Including Care Fund of \$25.00)		\$100.00
Goods		
Grave Liners		\$300.00
Oversize Grave Liners		\$450.00
Cremation Vaults		\$120.00

SCHEDULE J – BURNING PERMIT RATES

Class “A” Burning Permit: Industrial Land Clearing or Other Major Burning	\$30.00 per issue
Class “B” Burning Permit: Yard Waste & Minor Clean-up	\$5.00 per month

SCHEDULE K – ANIMAL CONTROL RATES

Annual license fee for spayed/neutered dog over eight (8) months old -- January	\$15.00
Annual license fee for not spayed/neutered dog over eight (8) months old	\$30.00
Replacement tags	\$2.50
Kennel License (plus \$2.50 per dog)	\$150.00
Impoundment (first offence)	\$50.00
Impoundment (second offence – within three months of the first)	\$75.00
Impoundment (third offence plus subsequent offences within 3 months of 1 st)	\$100.00
Care & Feeding	\$50.00

**SCHEDULE L - ZONING AND OFFICIAL COMMUNITY PLAN
 BYLAW AMENDMENT RATES & VARIANCE APPLICATION RATES**

1. Any application for an amendment to the Official Community Plan or Zoning Bylaw shall, at the time of application, be accompanied with payment of the following fees:	
a) Amendment to the Zoning Bylaw or Official Community Plan	
Processing and inspection of application	\$750.00
For statutory public hearing advertising	\$500.00*
Mapping the amendment on Zoning or Official Community Plan Maps	\$200.00**
<i>*If the proposed bylaw amendment is not advertised, 100% of the advertising fee will be reimbursed.</i>	
<i>** If the rezoning is refused after public hearing, the mapping fee will be Reimbursed</i>	
b) Amendment to the Zoning Bylaw and Official Community Plan	
Processing and inspection of application	\$750.00
For statutory public hearing advertising	\$650.00*
Mapping the amendment on Zoning or Official Community Plan Maps	\$400.00**
<i>*If the proposed bylaw amendment is not advertised, 100% of the advertising fee will be reimbursed.</i>	
<i>** If the rezoning is refused after public hearing, the mapping fee will be Reimbursed</i>	
2. Any application for a Development Permit or a Development Variance Permit pursuant to this bylaw shall, at the time of application, be accompanied with payment of the following fees: Processing and inspection of application, costs associated notice and the mailing or delivery of the notice	\$250.00 First and \$100.00 each additional
3. Any Board of Variance Application	\$100.00
4. Sign application, processing and inspection	\$75.00
5. Temporary Land Use Permit	\$1,000.00

SCHEDULE M - SUBDIVISION APPLICATION RATES

Processing and inspection of application	\$600.00
Application fee: For 2 – 10 lots	\$175.00 per lot
For 11 or more lots	\$225.00 per lot
Extension of preliminary approval	\$250.00
Amendment to a Strata Subdivision	\$250.00
Application for a strata conversion of a previously occupied building, per strata plan:	
Application fee	\$100.00
Per unit/parcel *Up to 50% reimbursed if Council refuses strata and planning/engineering costs have not been incurred by the Village.	\$200.00*
If the applicant wishes to submit a revised application within four weeks of the original submission, the fee for considering the revised application will be:	\$500.00
If the applicant wishes to submit a revised application after more than four weeks, but less than one year, from the date of the original submission the fee for each revised submission shall be:	fifty percent (50%) of the original submission fee
For a revised application submitted later than one year from the date of the original submission, the applicant must pay:	the same fees as for a new application

SCHEDULE N – MARINA RATES

Rates include applicable taxes

Daily Moorage Rate for Recreational Vessels per foot per day	\$ 1.00
Monthly Moorage Rate for Recreational Vessels per foot	\$ 12.50
Daily Moorage Rate for Commercial Vessels per foot per day	\$.50
Monthly Moorage Rate for Commercial Vessels per foot	\$6.25
Vehicle parking permit – Daily (Includes Boat Launch)	\$10.00
Vehicle parking permit – Annual (Includes Boat Launch)	\$60.00
Service Charge: Any service undertaken to resolve a vessel related emergency or nuisance at the Marina shall be charged to the owner of the vessel at actual costs plus \$150 and shall not be less than \$150.	\$150.00 plus actual costs
Replacement Annual Pass	\$5.00
Secondary Annual Pass	\$5.00
Slip Reservation Fee to be paid annually in advance	\$1,260

VILLAGE OF PORT ALICE
BYLAW NO. 651, 2019

BEING A BYLAW FOR THE VILLAGE OF PORT ALICE FINANCIAL PLAN 2019 - 2023

WHEREAS, under section 165 of the Community Charter the Council of the Village of Port Alice is required to adopt a financial plan before the annual property tax bylaw is adopted.

NOW THEREFORE, the Council of the Village of Port Alice, in open meeting assembled, enacts as follows:

1. Schedule "A" attached to and forming part of this Bylaw is the Village of Port Alice Financial Plan 2019 – 2023, Revenues and Expenditures.
2. Schedule "B" attached to and forming part of this Bylaw is the Village of Port Alice Financial Plan 2019 – 2023 Statement of Objectives and Policies.
3. This Bylaw may be cited for all purposes as the "Village of Port Alice Financial Plan 2019 - 2023 Bylaw No.651, 2019".

READ A FIRST AND SECOND TIME THIS 27th DAY OF MARCH, 2019.

PUBLIC CONSULTATION MEETING HELD ON THE 9th DAY OF APRIL 2019.

READ A THIRD TIME THIS 10th DAY OF APRIL 2019.

RECONSIDERED, AND ADOPTED THIS 24th DAY OF APRIL 2019.

Mayor

Chief Administrative Officer

Certified a true copy of Bylaw No.51, as adopted by Council on the 10th day of April, 2019.

Chief Administrative Officer

**VILLAGE OF PORT ALICE
BYLAW NO. 651, 2019**

**VILLAGE OF PORT ALICE FINANCIAL PLAN 2019 - 2023
Bylaw No. 651, 2019 - Schedule 'A' REVENUES**

REVENUES	2019	2020	2021	2022	2023
Property Taxes	\$853,700	\$825,562	\$836,863	\$858,276	\$859,804
Utility/Grant in Place of Taxes	\$23,000	\$23,230	\$23,462	\$23,697	\$23,934
Total Taxation	\$876,700	\$848,792	\$860,325	\$881,973	\$883,738
Fees and Charges					
Garbage Rates/Penalties	\$73,500	\$74,235	\$74,977	\$75,727	\$76,484
Recreation Supplies and Services	\$12,500	\$12,625	\$12,751	\$12,879	\$13,008
Recreation Facilities Rentals	\$26,000	\$26,260	\$26,523	\$26,788	\$27,056
Licenses/Permits	\$7,700	\$7,777	\$7,855	\$7,933	\$8,013
Water Utility	\$61,000	\$61,610	\$62,226	\$62,848	\$63,477
Sewer Utility	\$142,000	\$143,420	\$144,854	\$146,303	\$147,766
Other Revenue	\$74,300	\$75,043	\$75,794	\$76,551	\$77,317
Total Fees and Charges	\$397,000	\$400,970	\$404,980	\$409,029	\$413,121
Other Revenue					
Federal Govt Grants	\$1,500	\$0	\$0	\$0	\$0
Provincial Govt Grants -	\$847,980	\$6,033,020	\$393,040	\$393,061	\$393,080
Regional District of Mt. Waddington	\$2,500	\$0	\$0	\$0	\$0
Total Other Revenue	\$851,980	\$6,033,020	\$393,040	\$393,061	\$393,080
Appropriation from Reserve					
Appropriation from Capital Reserve	\$40,000	\$0	\$0	\$0	\$0
Appropriation from Surplus	\$165,020	\$0	\$0	\$0	\$0
Appropriation from Deferred Revenue: Gas Tax Func	\$330,000	\$0	\$0	\$0	\$0
Total Appropriation from Reserve	\$535,020	\$0	\$0	\$0	\$0
Funds Transfers	\$0	\$0	\$0	\$0	\$0
TOTAL LOCAL GOVERNMENT REVENUE	\$2,660,700	\$7,282,782	\$1,658,345	\$1,684,063	\$1,689,939

**VILLAGE OF PORT ALICE
BYLAW NO. 651, 2019**

**VILLAGE OF PORT ALICE FINANCIAL PLAN 2019 - 2023
Bylaw No. 651, 2019 - Schedule 'A'**

EXPENDITURES	2019	2020	2021	2022	2023
Debenture Debt Interest					
Community Centre Upgrades Matures - 2036	\$33,900	\$34,239	\$34,581	\$34,927	\$35,276
Total Debenture Debt	\$33,900	\$34,239	\$34,581	\$34,927	\$35,276
Capital Expenditures					
General	\$87,000	\$5,640,000	\$0	\$0	\$0
Water Utility	\$600,000	\$0	\$0	\$0	\$0
Sewer Utility	\$315,000	\$0	\$0	\$0	\$0
Total Capital Expenditures	\$1,002,000	\$5,640,000	\$0	\$0	\$0
Other Municipal Purposes					
General Government, & Fiscal Services	\$406,000	\$410,060	\$414,161	\$428,303	\$422,485
Fire & Protective Services	\$77,000	\$77,770	\$78,548	\$79,333	\$80,127
Public Works	\$377,000	\$380,690	\$384,497	\$388,342	\$392,225
Health & Environmental Services	\$213,000	\$215,125	\$217,271	\$219,439	\$221,628
Recreation Services	\$262,800	\$233,868	\$236,207	\$238,568	\$240,955
Water Utility	\$53,000	\$53,530	\$54,065	\$54,606	\$55,153
Sewer Utility	\$137,900	\$139,279	\$140,672	\$142,079	\$143,499
Total Other Municipal Purposes	\$1,526,700	\$1,510,322	\$1,525,421	\$1,550,670	\$1,556,072
Transfers to Reserves					
General Fund	\$86,000	\$86,000	\$86,000	\$86,000	\$86,000
Water Fund	\$8,000	\$8,080	\$8,161	\$8,242	\$8,325
Sewer Fund	\$4,100	\$4,141	\$4,182	\$4,224	\$4,266
Total Transfer of Funds	\$98,100	\$98,221	\$98,343	\$98,466	\$98,591
GRAND TOTAL	\$2,660,700	\$7,282,782	\$1,658,345	\$1,684,063	\$1,689,939
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

**VILLAGE OF PORT ALICE
BYLAW NO. 651, 2019**

**Schedule B
Statement of Objectives and Policies**

In accordance with Section 165 (3.1) of the Community Charter, the Village is required to include in the Five Year Financial Plan, objectives and policies regarding each of the following:

1. The proportion of total revenue that comes from each of the funding sources described in Section 165 (7) of the Community Charter;
2. The distribution of property taxes among the property classes, and
3. The use of permissive tax exemptions.

Funding Sources

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2019. Property taxes contribute to the greatest proportion of the Village’s revenue. This revenue source offers a number of advantages. For example, it is simple to administer and it is easy for residents to understand. It offers a stable and reliable source of revenue for local government services that are simply not practical or undesirable to fund on a user-pay basis. These services include general administration, fire protection, police services, bylaw enforcement, solid waste management, recreation, and local transportation services (i.e) maintenance & upkeep of local roads and streets.

User fees and charges form the third largest portion of planned revenue. Many services can be measured and charged on a user-pay basis. Services that are effectively charged on a user fee basis include water and sewer services, garbage collection, building permits, and the sale of other goods and services such as recreation and cemetery services. Village Council and Staff support the value of user fees that are relative to the cost of the service in an effort to avoid the service being subsidized by taxation.

Objective

Over the next 5 years, the Village of Port Alice will review the proportion of revenue that is received from user fees and charges and increase current levels as required.

Policies

The Village will annually review all user fee levels to ensure they are adequately meeting the delivery costs of service.

Where possible, the Village will endeavor to supplement revenues from user fees and charges, rather than taxation, to lessen the burden on its limited property tax base.

Table 1: 2019 Sources of Revenue

Revenue Source	Revenue: Percentages of Total Budget	Dollar Value
Taxation	33%	876,700
Fees, Charges & Other Revenue	15%	397,000
Federal & Provincial Grants	32%	851,980
Appropriation from Reserves & Surplus	20%	535,020
Total	100.00%	\$ 2,660,700

**VILLAGE OF PORT ALICE
BYLAW NO. 651, 2019**

Schedule B Continued

Distribution of Property Tax Rates

Table 2 outlines the distribution of property taxes among the property classes. Historically the major industrial property class provides the largest proportion of property tax revenue. This was appropriate as this class formed the largest portion of the assessment base and was the main reason for the existence of the community. As the assessment base changes the Village will endeavor to reduce the percentage of property tax revenue that the major industrial property class pays.

Objectives

The Village Council continues to work with all levels of government and local business in an effort to attract additional economic opportunities.

The Village also recognizes the need to maintain the property tax rate for business (class 6) at a low rate.

Policies

Supplement, where possible, revenues from user fees and charges to help offset the tax burden on all property classes. This will provide some relief and reduction of dependency on the pulp mill and other rate payers.

Council will continue to maintain and encourage economic development initiatives designed to attract more retail and commercial business to invest in the community. New business investments will help offset revenue dependency on all tax payers by providing a broader tax base.

Align the distribution of tax rates among the property classes with the social and economic goals of the community, particularly to encourage a range of employment opportunities

Regularly review and compare the Village's distribution of tax burden relative to other BC municipalities.

**Table 2: 2019 Distribution of Property Tax Rates
Based on Preliminary Values**

Property Class	Percentage of Total Property Taxation	Dollar Value
Residential (1)	43.49%	\$ 371,157
Utilities (2)	0.46%	\$ 3,968
Major Industrial (4)	48.95%	\$ 417,971
Light Industrial (5)	2.65%	\$ 22,622
Business (6)	4.43%	\$ 37,733
Recreation (8)	0.02%	\$ 249
Total	100.00%	\$ 853,700

**VILLAGE OF PORT ALICE
BYLAW NO. 651, 2019**

Schedule B Continued

Permissive Tax Exemptions

The Village of Port Alice Council reviews all existing permissive tax exemption bylaws on an annual basis. Council bases their consideration on the following criteria:

The tax exemption must demonstrate benefit to the community and residents of Port Alice by enhancing the quality of life (economically, socially and culturally) within the community.

The goals, policies and principles of the organization receiving the exemption must not be inconsistent or in conflict with those of the Village of Port Alice.

The organization receiving the exemption must be a registered non-profit society, as the support of the municipality will not be used for commercial or private gain.

Permissive tax exemptions will be considered in conjunction with: (a) other assistance being provided by the Village; (b) the potential demands for Village services or infrastructure arising from the property; and (c) the amount of revenue that the Village will lose if the exemption is granted.

Objective

The Village of Port Alice will continue to provide permissive tax exemptions to non-profit societies that contribute social, economic and cultural benefits to the community.

Policies

Council will continue working with all the non-profit societies for the betterment of the Community.

Reviewed and adopted by Council on 27th March, 2019.

Mayor

Chief Administrative Officer

VILLAGE OF PORT ALICE
BYLAW NO. 653

A bylaw to prescribe water use restrictions within the Village of Port Alice.

WHEREAS during times of low precipitation the Village's well water supply may be affected; and

WHEREAS it is deemed necessary to restrict the use of well water from time to time to ensure an adequate supply for human consumption and for firefighting purposes;

NOW THEREFORE, the Council of the Village of Port Alice in open meeting assembled, enacts as follows:

1. Definitions:

In this bylaw:

"Administrator" means the person appointed from time to time in the officer position with the responsibility of corporate administration for the Village,

"Appliance" means a device or mechanism other than that owned and operated by the Village, in or through which water is piped or used for a domestic or commercial purpose,

"Newspaper" has the same meaning as in the Community Charter,

"Occupier" has the same meaning as in the Community Charter,

"Owner" has the same meaning as in the Community Charter,

"Sprinkler" means a hose-connected or automatic in-ground sprinkler,

"Stage" means the stages 1, 2 and 3 of water use restrictions prescribed by Schedule "A" of this bylaw,

"Village" means the Village of Port Alice,

"Water" means well water supplied by the Village of Port Alice to an owner or occupier of land within the Village,

"Water System Manager" means the person or his designate appointed to manage the Village of Port Alice water system,

"Water Use Restrictions" mean the restrictions prescribed by Schedule "A" of this bylaw.

2. Prohibition

(a) No person shall damage or allow the deterioration of any appliance, which will result in a waste of water.

(b) No person, being an owner or occupier of property in the Village, shall use water contrary to the provisions of this bylaw.

3. **Determining restrictions:**
The Water System Manager, as required, shall determine the applicable Stage and shall give, or cause to be given, notice of water restriction requirements to the Administrator.
4. **Notice:**
As soon as possible after receiving notice from the Water System Manager, the Administrator shall give notice or cause notice to be given to persons within the Village of the applicable Stage and when it takes effect. Such notice may be broadcast from a radio station, cable television channel serving the Village or published in a newspaper or publication circulating in the Village or special publication or on the Villages' internet website.
5. **Effective Date of Restrictions:**
The applicable Stage under Schedule "A" shall take effect on the date of commencement stated in the notice given under section 4, but in any event, Stage 1 restrictions shall come into effect each year commencing at 12:01 a.m. on June 1 and ending at midnight on September 30, unless the Water System Manager determines that:
 - (a) Stage 1 restrictions shall be in effect during other periods of time; or
 - (b) Another Stage shall be in effect during those periods of time.
6. **Water Use Restrictions:**
For the purposes of this bylaw, the water use restrictions for each Stage are prescribed in Schedule "A" to this bylaw, which is part of and is enforceable in the same manner as this bylaw.
7. **Penalty:**
A person who contravenes this bylaw commits an offence and is subject to a minimum fine of \$100 and a maximum fine of \$500 plus costs in accordance with the *Offence Act*.
8. **Effective Date:**
This bylaw shall take effect upon the date of its adoption.
9. **Citation:**
This bylaw may be cited as "Water Use Restriction Bylaw, No. 653".
10. **Repeal:**
The following bylaw is hereby repealed; Water Use Restriction Bylaw No. 499

Read a first, second and third time the 10th day of April 2019

Reconsidered, finally passed and adopted on the 24th day of April 2019

CAO

Mayor

Certified to be a true copy of Bylaw No. 653 as adopted

CAO

Schedule "A"
Bylaw No. 653

Water Use Restrictions

1. Stage 1 - Water Use Restrictions

During Stage 1 restrictions, a person may

(a) water lawns, trees/shrubs/flowers/vegetable gardens using hose-connected or automatic in-ground sprinklers only if the following conditions are met:

- premises with even numbered addresses on even numbered days
- premises with odd numbered addresses on odd numbered days

Stage 1 restrictions shall be in effect between June 1 and September 30 each year, unless otherwise notified in accordance with this bylaw.

2. Stage 2 - Water Use Restrictions

During Stage 2 restrictions a person may

(a) water lawns, trees/shrubs/flowers/vegetable gardens using hose-connected or automatic in-ground sprinklers twice weekly.

(b) wash vehicle, boat or recreation vehicle once per week.

During Stage 2 restrictions, no person shall

(a) water dry-land sort land for dust control or water logs for insect control

(b) fill existing residential swimming pools, wading pools or hot tubs.

(c) use a hose or pressure washing device to wash exterior building surfaces, parking lots, driveways or sidewalks without a permit from the Village

3. Stage 3 - Water Use Restrictions

During Stage 3 restrictions, no person shall

(a) water lawns at any time;

(b) use a hose or pressure washing device to wash exterior building surfaces, parking lots, driveways or sidewalks;

(c) use decorative fountains which do not use recirculated water;

(d) water trees/shrubs/flowers/vegetable gardens except by a hand-held container;

(e) wash a vehicle, boat or recreational vehicle;

(f) fill existing residential swimming pools, wading pools or hot-tubs;

(g) water dry-land sort land for dust control or water logs for insect control.

4. Special Provisions

(a) The provisions of Schedule "A", do not apply to outdoor areas, which may be required by law to be cleaned so as to comply with health or safety standards.

(b) A person may apply for a permit to the Village Administrator to water newly installed sod on days other than, and including their assigned Stage 1 watering days until growth is established or for 21 days after installation, whichever is less. An exemption for new sod does not apply during Stage 3 restrictions.

(c) Automatic sprinkler systems for watering lawns, parks or playing fields must not be used during Stage 3 watering restrictions.



INFORMATION ITEMS

North Island Senior Housing Foundation Society Newsletter

March 15th, 2019

April 24th, 2019 should be marked on your calendar as there will be a REGIONAL FORUM meeting. This is a huge opportunity for the community to make known what they want in the form of seniors housing. We are partnering with Mount Waddington Health Network and look forward to working with the Coordinator to make this happen.

We are also pleased to announce that our preliminary survey results are favourable! Please take the time to encourage your friends and neighbours to take the survey. This information is very helpful and useful to help us to make the right decisions.

The Web Site is up and running –nishousingfoundation.com

Just a quick summary to get you caught up-

- Registered Charitable Society formed
- Board has been created and is meeting regularly
- District of Port Hardy is considering land for this project
- Giving us a Letter of Agreement in Principle
- Working Committees have been created-Building and Design –Operations
- Contacted Island Health and met to discussed what they would like to see
- BC Housing has been contacted and they are working with us
- Working with Mount Waddington Health Network
- BC Healthy Communities is helping
- Working with the Port Alberni Shelter Society
- Logo and Web Site created
- Survey created on line as well in print
- Public Consultation started
 1. Newspaper articles in both the Gazette and The Eagle
 2. Attending various local community non- profit meetings
 3. Planned Regional Forum on April 24, 2019
- An expression of Interest has been received by two local Societies
- Former CEO of a down Island senior's residence facility has expressed interest
- Identified a Victoria based firm familiar with BCH process to assist in the application process
- North Island funding campaign for Industry Contribution has been created
- Expression of Interest to build a Modular Housing Facility for our North Island Seniors and those with disabilities from a major local Construction Company
- Identifying our Stakeholders

For questions or comments please <mailto:Admin@nishousingfoundation.com>

Julian Johnson & Diane Renaud
General Delivery
Quatsino, BC V0N 2V0

EMAIL:moonstarboat@yahoo.com

March 15, 2019

Dr. Elin Bjarnason, Vice President
Clinical Service Delivery
1952 Bay Street
Victoria, BC V8R 1J8

c/o Kathryn.blazecka@viha.ca

Dear Dr. Bjarnason

Re: Future Health Care in Port Alice

My wife and I live in the small unincorporated community of Quatsino, BC. The community is situated about thirty km's north of the Village of Port Alice. I/we travel to Port Alice, by boat, at least once a week to shop, do banking and attend medical appointments as required. On March 14th, during my weekly visit to Port Alice, I learned that VIHA is proposing the elimination of emergency services at the Port Alice Health Clinic, and reducing the number of days, per week, that a physician will be available for appointments.

I was born in the old Port Alice Hospital in 1948. Me, and my family have lived most of our lives in Quatsino. Before I was married, I lived and worked for a brief time in Port Alice, before returning to Quatsino. My wife and I have since retired in Quatsino. We own a house in Port Alice and will maintain that property. We both anticipate, given our age, that one day we simply will not be capable of maintaining our lifestyle, in the very remote community of Quatsino. We are both experiencing health issues, and realize that one day we will have to relocate to Port Alice to be closer to medical services.

It takes me approximately twenty-five minutes – depending on weather, by boat, to travel from Quatsino to Port Alice. If my wife or I, or any one of our neighbours, has a medical emergency, we could reach medical services in Port Alice, within the “golden hour”. If we have to drive, or be transported to the Port Hardy/McNeill hospital, after first arriving in Port Alice, we have lost all hope of receiving medical attention in that critical golden hour.

VIHA's mandate is to provide health care to all patients in their region. VIHA has an obligation to ensure patients have access to emergency and medical services. In spite of the recent closure of the Port Alice pulp mill, people living in Port Alice, and the outlying areas such as Quatsino, continue to maintain a constant population. The demographics have changed, as the majority of the population no longer works in the high risk industry of the pulp mill. With the exception of workers in the logging industry, VIHA must recognize that the new risk to health, is now age related. New people, most are of retirement age, are moving to both Quatsino and Port Alice for economic and lifestyle reasons. Both communities are at the beginning stages of realizing this new trend. Access to good medical care is an essential part of the infrastructure required to maintain healthy, attractive communities.

In closing, we encourage VIHA to maintain emergency services in Port Alice, and to hire the required staff, so that closures to this essential service is eliminated, or at the very least, occur on a very occasional, and unforeseen basis.

Thank you for reconsidering the closure of emergency services in Port Alice.

Yours truly


Julian Johnson


Diane Renaud

Cc: Honorable Adrian Dix, Minister of Health
Honorable Claire Trevena, MLA
Alison Mitchell, VIHA, Vancouver Island North
Port Alice Health Clinic
Village of Port Alice
Port Alice Health Forum



Hon. Claire Trevena, MLA
North Island

25, March 2019

Hon. Selina Robinson
Minister of Municipal Affairs and Housing
Room 310 Parliament Buildings
Victoria, BC
V8V 1X4

Hon. Doug Donaldson
Minister of Forests, Lands,
Natural Resource Operations and Rural Development
Room 248 Parliament Buildings
Victoria, BC
V8V 1X4

COPY

Dear Minister Robinson and Minister Donaldson,

The Northern Capital Planning funding was widely welcomed by communities in the north of the province. But those elsewhere felt that they had been sidelined.

North Island communities have been dealing with transition from vibrant resource communities for many years; their tax base is low, the infrastructure needs repair and replacement, and access to the sort of monies provided to northern communities would be welcomed.

Further the communities continue to see extraction of resources – whether logs harvested or gravel quarried – without a real return to them.

These communities have many ideas and many needs. I would ask that we could organize a meeting with you with about how to make rural development a reality. I would hope that such a meeting could include elected representatives of North Island communities as well as First Nations.

...2

North Island Constituency Office

908 Island Highway
Campbell River BC V9W 2C3
T 250-287-5100 F 250-287-5105
Toll Free 1-866-387-5100

Legislative Office

Parliament Buildings
Victoria BC V8V 1X4
T 250-387-1978 F 250-356-2290
Claire.Trevena.MLA@leg.bc.ca

I would be very happy to discuss this with you further and hope that we can make the meeting happen.

Yours sincerely,



Hon. Claire Trevena, MLA

cc: Kevin Cameron, Mayor Port Alice
Gaby Wickstrom, Mayor Port McNeill
Dennis Dugas, Mayor Port Hardy
Dennis Buchanan, Mayor Alert Bay
Michele Babchuk, SRD Chair
Chief Paddy Walkus, Chief and Council Gwa'sala-'Nakwaxda'xw FN
Chief James Nelson, Chief and Council Quatsino FN
Chief Ross Hunt, Chief and Council Kwakiutl FN
Chief Don Svanvik, Chief and Council 'Namgis FN

March 25, 2019



District of Kitimat
270 City Centre
Kitimat, British Columbia
Canada V8C 2H7

Phone 250.632.8900
Fax 250.632.4995

Dear Mayor and Council

VIA EMAIL

On March 3, 2005, a motorcycle accident occurred that would forever change the life of Ms. Denise Lodge. Her 21-year old son Corey bought his first motorcycle, a high speed 1000cc racing sport bike. He wrote his learners license on the same day. In less than 24 hours he was involved in a fatal accident on the Malahat Highway. Unable to navigate the turn, the worst possible outcome was realized.

From this fateful event grew a movement affectionately known as The Coalition of Riders Educating Youth (C.O.R.E.Y). This alliance was organized by a mother who vowed to change an outdated system of motorcycle laws in an effort to advance motorcycle safety initiatives. Over the past 14 years C.O.R.E.Y has been working with the Government asking for them to give New Riders the Skills to have a safe ride.

In 2016, C.O.R.E.Y started working with the RCMP and RoadSafetyBC, presenting to over 7,900 Grade 9 – 12 high school students in Northern and Central BC. The interactive discussion brings full awareness of motorcycles to the new drivers as half of the deaths occur because the driver of the other vehicle does not see the motorcyclist. To further highlight the need of this program a recent statistic from the coroner indicates that there were thirty (30) motorcyclist deaths from January to July 2018. This is a 114% increase over the number of motorcyclist deaths occurring from January to July 2017.

At the 2016 UBCM Conference the following resolution was submitted by the District, and adopted by the North Central Local Government Association at the conference in Dawson Creek. Due to time constraints the resolution was not considered by the UBCM membership; however, it was endorsed post-conference by the UBCM Community Safety Committee:

Graduated Licensing for Motorcycles

DISTRICT OF KITIMAT

WHEREAS many changes and improvements have occurred regarding the operation of motorcycles including: increased fines for dangerous behavior while riding, mandatory approved helmet laws, and new seating regulations which require that the passenger's feet must remain on the foot pegs to prevent children who are too small from riding as passengers;

AND WHEREAS motorcycles make up three per cent of BC's insured vehicles, yet they are involved in approximately eleven per cent of all road fatalities:

THEREFORE BE IT RESOLVED that the Provincial Government implement the final phase of the graduated licensing program for motorcycles including power restrictions and mandatory training.

As the program has not yet been implemented, The District of Kitimat Mayor and Council are requesting letters of support be written to the Province to finalize and implement the Graduated Licensing Program for Motorcycles (GLP-M), including Power Restrictions and Mandatory Training.

We ask that letters of support be forwarded to:

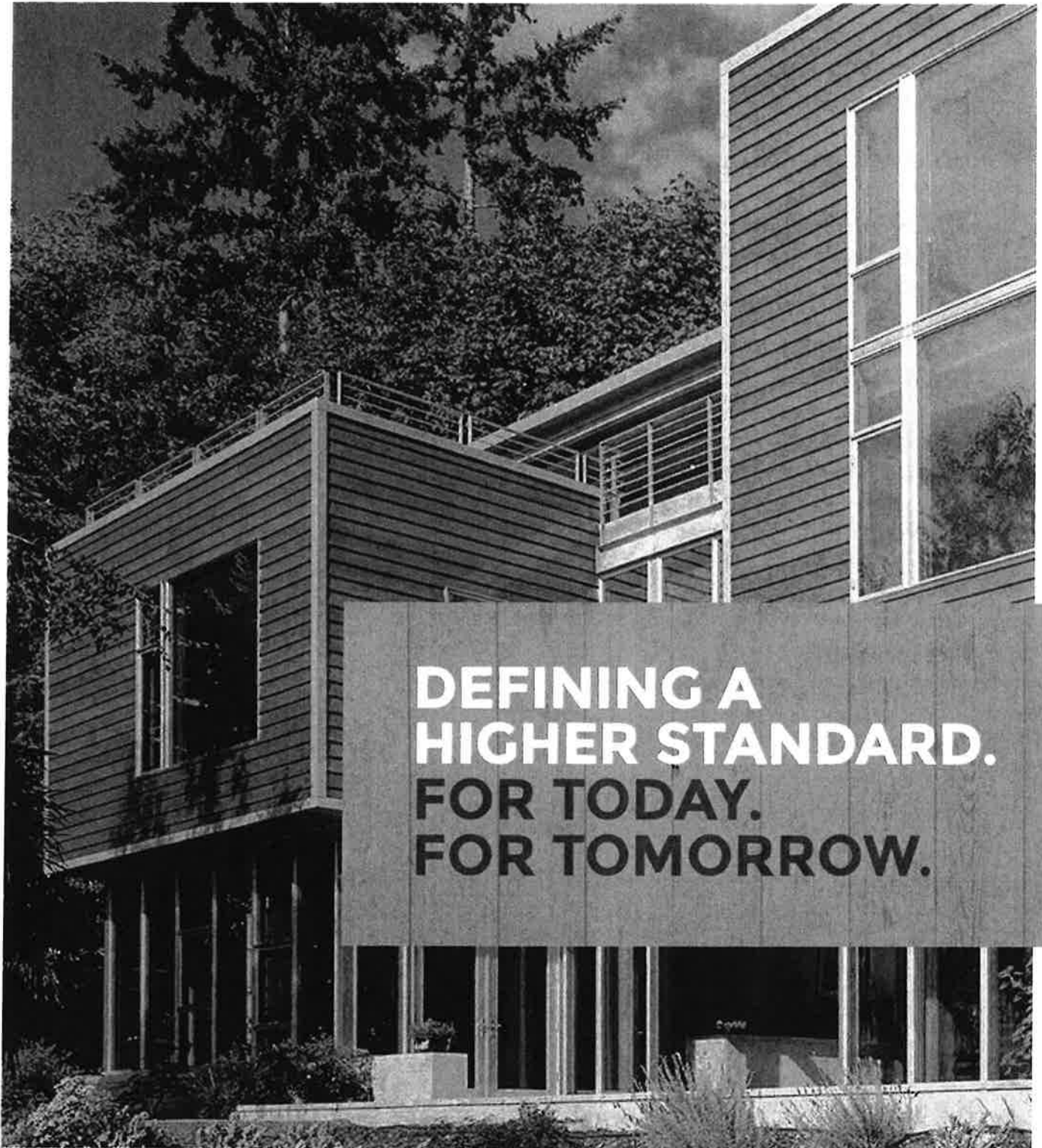
Honourable Mike Farnworth, MLA
pssg.minister@gov.bc.ca

CoreySafe Society
coreysafe@outlook.com

Sincerely,

A handwritten signature in black ink that reads "Phillip Germuth". The signature is written in a cursive style with a large initial "P".

Mayor Phillip Germuth
District of Kitimat



**DEFINING A
HIGHER STANDARD.
FOR TODAY.
FOR TOMORROW.**



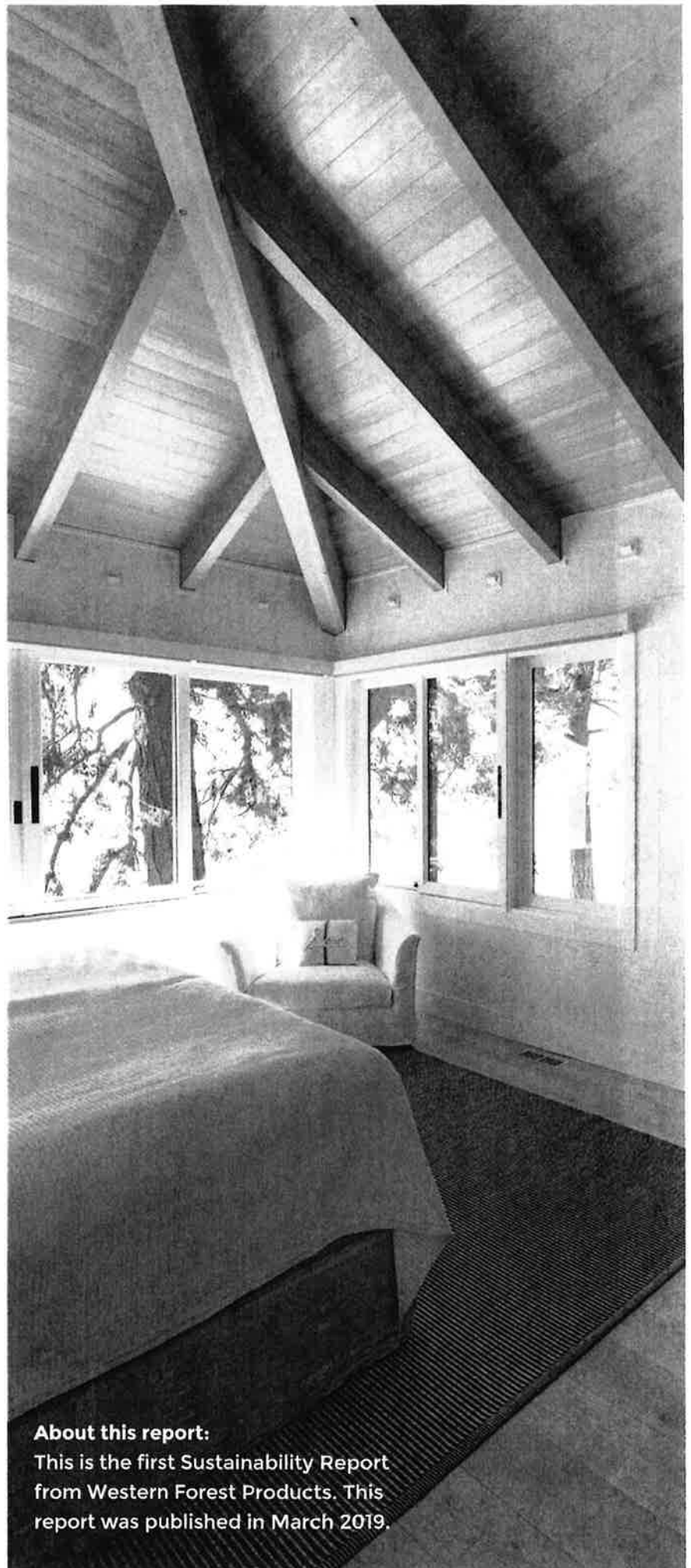
Western Forest Products
DEFINING A HIGHER STANDARD™

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Forward-looking Statements

This report contains statements that may constitute forward-looking statements under the applicable securities laws. Readers are cautioned against placing undue reliance on forward-looking statements. All statements herein, other than statements of historical fact, may be forward-looking statements and can be identified by the use of words such as "estimate", "expect", "plan", "target", "goal", "believe", "seek", "should", "may", "can", "will" and similar references to future periods. Forward-looking statements in this report include, but are not limited to, statements relating to our sustainability goals, targets and plans and our expectations regarding those goals, targets and plans. Although such statements reflect management's current reasonable beliefs, expectations and assumptions there can be no assurance that forward-looking statements are accurate, and actual results, achievements and performance may materially vary. Many factors could cause our actual results, achievements or performance to be materially different including: general economic conditions, international demand for lumber, competition and selling prices, international trade disputes, changes in foreign currency exchange rates, labour disruptions, natural disasters, relations with First Nations groups, changes in laws, the availability of allowable annual cut, changes in regulations or public policy affecting the forest industry, changes in opportunities and other factors set out herein and in our management's discussion and analysis for the year ended December 31, 2018. The foregoing list is not exhaustive, as other factors could adversely affect our actual results, achievements and performance. Forward-looking statements are based only on information currently available to us and refer only as of the date hereof. Except as required by law, we undertake no obligation to update forward-looking statements.



About this report:

This is the first Sustainability Report from Western Forest Products. This report was published in March 2019.

A MESSAGE FROM THE PRESIDENT AND CEO



At Western, we have an opportunity to build on a legacy that supports our people and our customers, our community, our shareholders and our planet. We strive to do this by sustainably managing the forests in our care and supplying the most sustainable building products on the planet - creating a better world today, and tomorrow.

It is an exciting time to be in the wood products business. Architects and builders are recognizing Western's products for their superior environmental benefits. Customers appreciate that wood products consume less energy to make, and also capture and store carbon, helping to fight climate change. In addition, this beautiful material is infinitely renewable, with Western replanting trees in line with its 250-year sustainable forest management plan.

For Western, sustainability also means being a successful business. By working to remain profitable through normal market cycles, we're better able to create jobs, pay taxes, invest in growth, support our communities and reward shareholders. In short, by building a business based on sustainable products and sustainable business principles, everyone benefits for the long term.

This is Western's first sustainability report, and it marks the next milestone in our journey. Among the 2018 highlights, we:

- Built a 3D model of our Individual Tree Inventory through the use of LiDAR technology, protecting what is unique and improving the management of what we harvest;
- Enhanced our robust Health & Safety Management System, to better protect those who work for and with us;
- Advanced coastal First Nations partnerships, including selling an ownership interest in one of our forest operations to the Huu-ay-aht First Nations;
- Launched Western Learning, our online training system, to support our people's growth; and
- Initiated a wide-ranging internal conversation to identify the issues most important on our sustainability journey, and began to engage stakeholders in this process.

While sustainable practices have always defined who we are, this report marks a shift. We're embarking on a more formal process of disclosure: pledging to set goals, track progress and report on key performance measures. Simply put, it's not enough to do the right thing: we must also prove it by being fully transparent about our performance. This is why in 2019 we will invite more external stakeholders into the conversation, to help us define the most important issues we should address.

Western was built by the people who live and work in our communities, by the customers who choose our products and investors who fuel our business. I want to thank them all – especially our employees, whose tremendous efforts to deliver sustainable value ultimately makes us a better company. Together, we are defining a higher standard.

Don Demens
President and CEO

WESTERN AT A GLANCE

A Canadian company operating on the coast of British Columbia and in Washington State, Western serves customers around the world. At Western, the imperatives of business and sustainability are closely integrated and reflected in our vision to produce the most sustainable building materials on the planet. By staying true to our vision, we create value that supports our shareholders, employees, First Nations, local communities and other stakeholders. This fuels our ability to invest in the business, attract talented people and respond to the broader context of society's evolving economic, environmental and social needs.

At Western, we make a wide range of sustainable building materials, in recent years sharpening our focus on value-added, specialty wood products. By executing our specialty-focused strategy, we are now generating more than 70% of revenues from non-commodity markets, where customers expect Western's higher standards in quality and performance. As society increasingly favours low-carbon building materials from sustainably-harvested forests, customers are rewarding us with their business.

Western's sustainable practices also include an uncompromising commitment to the health and safety of employees. Our goal is to achieve a zero-incident workplace, because we believe that there is no business objective that comes before the safety of our people. Everyone who works for or with us has the right to return home at the end of every day, safe and sound.



3.17
Medical Incident Rate



\$1.2 Billion
Sales value of economic activity generated in local economies



~3,700
Direct and contract employees



\$213 Million
Direct employee wages and benefits



\$73 Million
Stumpage and tax contributions in the Province of British Columbia



\$69 Million
Net income



WESTERN AT A GLANCE

1.6 Million
hectares of sustainably
managed forestlands

+\$35 Million
value of annual harvest through
First Nations joint ventures and
limited partnerships

~2,000
B.C.-based Vendors
Western's scale provides stability
to local economies and small businesses

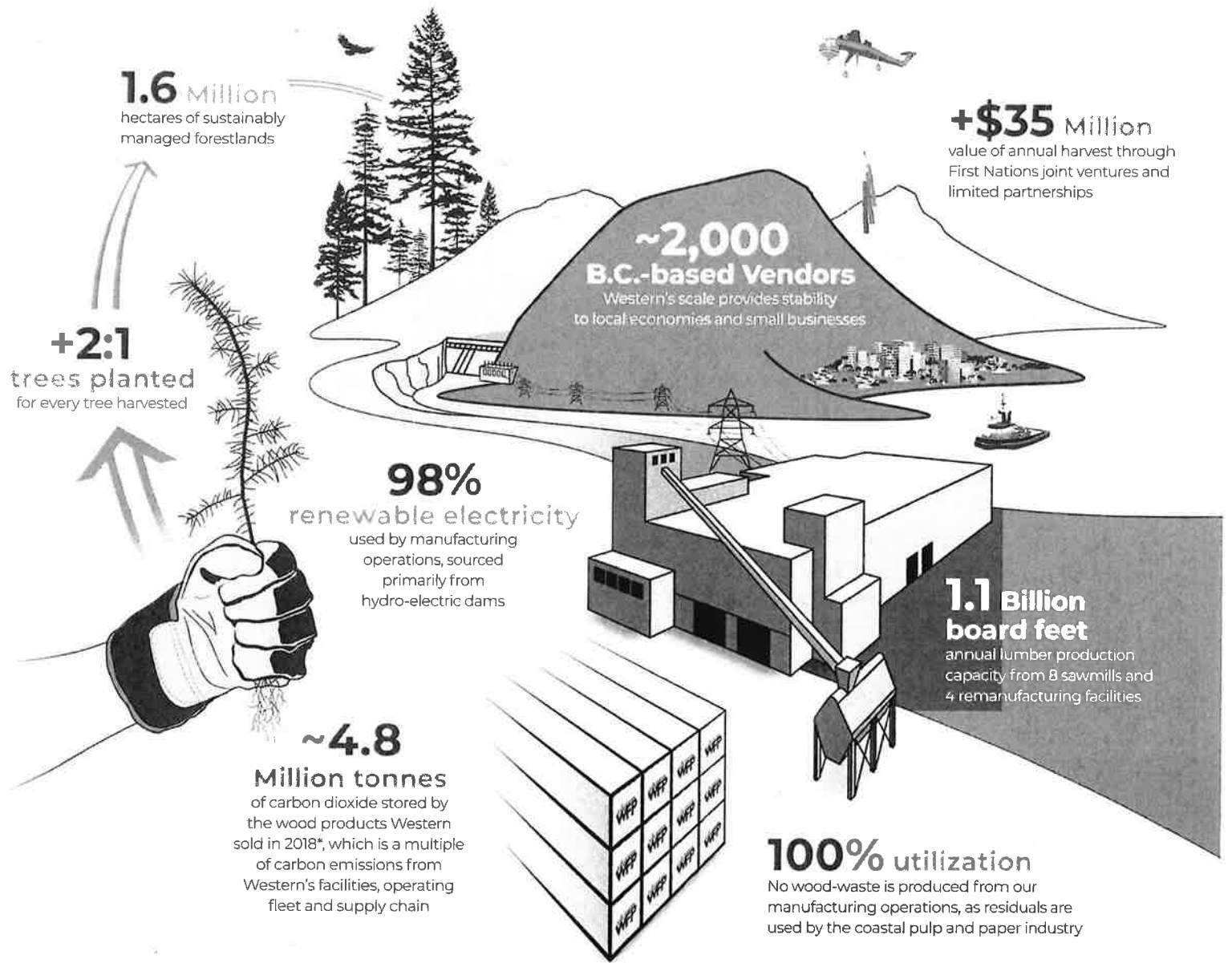
+2:1
trees planted
for every tree harvested

98%
renewable electricity
used by manufacturing
operations, sourced
primarily from
hydro-electric dams

1.1 Billion
board feet
annual lumber production
capacity from 8 sawmills and
4 remanufacturing facilities

~4.8
Million tonnes
of carbon dioxide stored by
the wood products Western
sold in 2018*, which is a multiple
of carbon emissions from
Western's facilities, operating
fleet and supply chain

100% utilization
No wood-waste is produced from our
manufacturing operations, as residuals are
used by the coastal pulp and paper industry



* Estimate calculated by applying third-party volume-to-carbon conversion factors, by species, to Western's sales volumes by product.

THE WORLD'S MOST SUSTAINABLE BUILDING MATERIAL

Architects, builders and home-owners appreciate the many benefits of Western's building products. Wood is a natural, renewable and sustainable building material. Relative to its weight, it is stronger than other building materials, making it uniquely suited to customers who care about the environment, and about their living spaces.

Wood is renewable

Wood is a natural and endlessly renewable resource. As part of our sustainable forestry practices, we regrow the same species mix as were harvested from our forest tenures and closely manage their growth, so there will always be an abundant supply of renewable wood.

Wood fights climate change

Forests remove carbon from the atmosphere and store it in the wood, where it may stay for the life of a wood product. Meanwhile, newly-planted and growing trees capture additional carbon – keeping it out of the atmosphere and fighting climate change. Western's wood products

sold in 2018 sequestered an estimated 4.8M tonnes of carbon dioxide from the atmosphere. This is greater than the annual greenhouse gas emissions of 1 million vehicles – more than all the vehicles licensed on Vancouver Island, where the majority of our operations are located.

Wood is less energy-intensive

Compared to building materials such as steel, concrete and brick, the manufacturing of wood products uses far less energy, giving wood a smaller carbon footprint. By replacing one cubic metre of concrete or brick with one cubic metre of wood, you're preventing one metric tonne of carbon dioxide from entering the atmosphere.

Wood means less waste

No part of the log used in our manufacturing process is sent to landfills. Biomass from our sawmills is used to generate low-impact energy, paper and other products.



ACCOUNTABILITY AND GOVERNANCE

At Western we strive to be a leader in corporate governance. Our commitment to strong and ethical governance practices helps us define a higher standard.

Governance starts at the top

Our commitment to strong governance begins with our Board of Directors: our Board is responsible for our overall stewardship and

serves the interests of our shareholders and stakeholders.

In order to provide effective oversight, we ensure that our Board is composed of a majority of independent directors. In 2018, five out of seven of our directors were considered independent in accordance with securities laws and applicable TSX policies. In early 2019, two additional independent directors were appointed such that 75% of our Board is considered independent.

Our values guide us in Defining a Higher Standard

- We are committed to personal safety, sustainable management and environmental stewardship.
- We behave with integrity, passion and transparency.
- We seek mutually beneficial relationships.
- We are dedicated to a culture of accountability and continuous improvement.



ACCOUNTABILITY AND GOVERNANCE

Our directors participate in four committees:

- The Environmental, Health and Safety Committee, which is responsible for overseeing our commitment to a safe and healthful workplace and ensuring that we have proper systems in place for compliance with safety and environmental legislation;
- The Audit Committee, which is responsible for our disclosure, reporting systems, auditors and risk management;
- The Nominating and Corporate Governance Committee, which is responsible for developing and reviewing our corporate governance principles and practices; and
- The Management Resources and Compensation Committee, which is responsible for overseeing the administration of our compensation and benefit plans and human resource policies.

Our Board and committees meet regularly to review corporate governance practices and implement any changes as the need may arise.

Our Board and each of our committees are guided by their respective charters, which are reviewed annually. In order to ensure a well-functioning governance system, the Board and its committees also regularly reviews their size, composition, independence, skills and experience, and continuing education.

In order to ensure our corporate governance commitment is maintained throughout the organization, we've adopted a Code of Business Conduct and Ethics. Our Code applies to our directors, officers and employees and addresses conflicts of interests, confidentiality,

fair dealings, and regulatory compliance. Our Code also provides guidance on what steps to take if there is a violation of the Code (including how to access our confidential hotline) and prohibits any retaliation when such concerns are raised in good faith. We also require that our directors, officers and salaried employees review and certify understanding of and compliance with the Code annually.

In addition to our Code we also rely on the following policies to help create a strong governance framework:

- Our Employee Health & Safety [Policy](#) confirms safety as one of our core values and supports our zero-incident workplace target;
- Our Anti-Bribery and Anti-Corruption [Policy](#) reaffirms that we do not tolerate bribery or corruption and provides a guiding framework for our employees, officers and directors on how to address conflicts of interest (including bribery and corruption);
- Our Human Rights [Policy](#) affirms our commitment to respecting and protecting human rights;
- Our Insider Trading Policy sets requirements around transacting in our securities and supports compliance with securities laws; and
- Our Corporate Communications and Disclosure Policy ensures that all material information is timely and factually communicated in accordance with legal requirements.

We actively monitor compliance with these and other policies through our internal audit function.



OUR PEOPLE

ENHANCING OUR EXCELLENCE

At Western, the quality of our people is critical to our success. We work to maintain a productive and healthy organization, employ and develop talented people, strengthen our leadership, and enhance employee performance through strong engagement.

As at February 1, 2019, we employed 2,282 people in Canada, the United States, Japan and China, with the majority of our workforce located on Vancouver Island, British Columbia. We strive to maintain strong workplace relations and encourage direct dialogue between management and employees. In 2018, Western senior leaders engaged all salaried and hourly employees in a series of face-to-face employee engagement sessions. The purpose of these sessions was to share Western's strategy and vision, in addition to health and safety and operational performance outcomes, and to solicit feedback on issues that matter to employees.



~3,700

Direct and contract employees



35%

Of the Board and executive management team are women



OUR PEOPLE

ENHANCING OUR EXCELLENCE

Health & Safety

Every Western team member, from employees and managers to contractors and visitors, shares a responsibility to uphold the highest safety standards. Safety is embedded in everything we do. We believe that safety is more important than any job, and that every Western employee should return home safely at the end of each workday.

In 2018, we launched an enhanced Health & Safety Management System. It has 13 key elements including 52 corporate safety standards encompassing everything from the right to refuse unsafe work to working in confined spaces. The Health & Safety Management System complies with ISO45001 and U.S. Voluntary Protection Program health and safety standards. All of Western's Canadian operations are externally audited and SAFE certified through the BC Forest Safety Council (BCSFC). In 2018, Western achieved an overall Health & Safety audit score of 94%, an improvement from 89% in 2017.

To measure proactive health and safety performance, in 2018 we developed the Western Safety Accreditation (WSA) program, with an

overall company average score of 86%. WSA scoring consists of four proactive safety key performance indicators: Health & Management System inspections, Operation Annual Safety Improvement Plans, corrective action completion rates, and safety leadership training completion.

Our medical incident rate in 2018 was 3.17 and marked our first year of reporting under Occupational Safety and Health Administration reporting guidelines.

To maintain our focus on proactively identifying and mitigating risks to reduce incidents, and help ensure ongoing regulatory compliance, Western's operational management was instrumental in adopting, implementing and/or completing:

- Western Life Saving Rules
- Contractor Health & Safety Improvement Plans for underperforming contractors
- Standardized Health & Safety orientation for employees, contractors and visitors
- Use of Personal Field Level Hazard Assessments
- Leadership Health & Safety training
- Health & Safety compliance training



OUR PEOPLE

ENHANCING OUR EXCELLENCE

Investing in our people

Fostering a culture of continuous learning and development is pivotal to building a safe and engaged workforce. Providing effective training, including recurrent training, is essential in the forestry industry.

Western Learning

In 2018, we launched Western Learning, our online learning management system. Western Learning allows us to simplify, standardize and streamline learning and development processes, including the enrollment, tracking and reporting of completed training for all salaried employees. In the three months ending 2018, our salaried employees completed a total of 2,172 hours of safety training through Western Learning.

Log truck drivers pilot program

Recognizing a need to improve log truck safety performance and training, Western partnered with the BC Forest Safety Council and Vancouver Island University to develop a standard curriculum for training and assessing log truck drivers. The seven-week program, which includes four weeks of mentoring on the road, is based on BCFSC competencies. The pilot program was run in 2018 for 11 Western drivers.

New employee onboarding sessions

To drive engagement and retention of new hires, all new employees are invited to a day-long new employee onboarding session. These sessions are facilitated by senior management and introduce employees to Western's strategy, vision, core values and policies.

Fundamentals of Forestry - Harvesting Practices
Western recognizes that the forestry industry is facing an aging workforce. That's why we have partnered with educational institutions to attract new and young workers into the industry. In 2018, we partnered with Vancouver Island University to deliver the 12-week forestry fundamentals program, which develops the foundational skills for logging as set out by the BCFSC and ensures a pipeline for well-trained talent for our industry. Western sponsored half of the seats for the program and actively recruits graduates into our business.

Forestry summer program

Our forestry summer program hosts on average 30 university forestry students each year. Students are provided with real world experience, working alongside and receiving coaching and mentoring from experienced Registered Professional Foresters. Western makes employment offers to six to ten graduating students annually to ensure we have a healthy talent pipeline of forestry professionals.

Western Management Trainee program

We also work closely with the UBC Wood Products Processing and Masters in Management programs, to attract new leaders to our manufacturing operations. We host four to eight month co-op terms and actively hire new graduates finishing these programs into the Western Management Trainee program. New recruits are provided with real jobs from day one, along with active coaching and mentoring by experienced leaders, with the goal of moving them into junior supervisory roles within six to twelve months.

OUR PEOPLE

ENHANCING OUR EXCELLENCE

Diversity

At Western, we understand that a diverse workforce and an inclusive environment that respects and nurtures people can contribute to improving our safety and business performance. Our approach to diversity focuses on hiring, developing and retaining the best talent.

We provide equal opportunity in recruitment, career development, promotion, training and rewards for all employees. We are committed to taking steps that will lead to increased representation of women, as well as Indigenous people and minorities in our workforce. In 2018, Western introduced a Parental Leave Top Up Policy to support Western families during this important life event, and to encourage women in our workforce to continue their careers with us.

In 2018, 30% of our executive management positions were held by women and in 2019, we increased the female representation on our Board of Directors to 38%. Our forestry operations team is seeing more women entering the industry, with 35% female forestry summer students – a number that's expected to increase annually.

Total rewards

To attract, retain and motivate our valued employees, Western provides a competitive total rewards package that has a strong focus on paying for performance.

Key elements of our rewards package include a market competitive salary, performance-based bonus, extended health benefits, and a fully employer-funded pension plan for salaried employees. Hourly employees participate in an employer-funded industry pension plan. As part of their package, our employees also have access to an employee and family assistance program, which provides voluntary, confidential, professional counselling to employees and their families to help resolve problems that may affect their personal lives and, in some cases, their job performance.

Collective agreements

Western respects employees' rights to collective bargaining and endeavours to work respectfully with labour unions. Approximately 75% of the employees working for Western's Canadian operations are covered by collective agreements with United Steelworkers (USW) and Public and Private Workers of Canada (PPWC).

Workforce*

As at Feb 1, 2019	Salaried			Hourly			Total
	Male	Female	Unspecified	Male	Female	Unspecified	
Canada	331	175	4	1,543	97	14	2,164
United States	22	5	0	81	3	0	111
Japan & China	3	4	0	0	0	0	7
Total	356	184	4	1,624	100	14	2,282

*excludes contract employees

ENVIRONMENT

SAFEGUARDING RESOURCES FOR FUTURE GENERATIONS

At Western, we recognize that forests are more than a source of wood: forests are our heritage and our future. To protect them for the long term, we're guided by Western's [Environmental Policy](#) and [Sustainable Forest Management Statement](#). At the strategic level, we follow the Western Stewardship and Conservation Plan; [CSA Sustainable Forest Management Plans](#); [SFI- Forest Management Standard](#); and [Tree Farm Licence Management Plans](#). The Tree Farm Licence Management Plans have a planning horizon of 250 years, protecting this essential renewable resource today and for generations to come.

Bringing it all together, and putting these plans into action, are more than 100 Western forestry professionals and biologists who are passionate about their role as stewards of the forestlands under our management.

Western works to some of the most stringent forest management standards in the world, as regulated by the Government of British Columbia. We engage with First Nations and other communities on a regular basis. We regrow trees on every hectare we harvest. Western's harvest levels are consistent with the allowable annual cut (AAC) established by the provincial government. We also protect the biodiversity that ensures healthy and robust ecosystems. And, as we endeavour to be "part of the solution," we work to reduce our own carbon and waste footprint across our operations.

First Nations treaty rights and Indigenous interests

Western recognizes and respects established treaty rights and Indigenous interests in the areas where it operates, and provides opportunities to Indigenous groups to participate in information sharing with respect to Western's activities within their traditional territories. While government-to-government engagement is ultimately required, as a company operating on lands over which Indigenous rights, title and interests exist, Western understands that by working with First Nations we can play an important role in reconciliation.



ENVIRONMENT

SAFEGUARDING RESOURCES FOR FUTURE GENERATIONS

Regenerating forests

Western is among the most progressive forest managers in British Columbia. Through our Canadian Standards Association (CSA) certified forests, we set specific performance goals for climate change, carbon footprint reduction, biodiversity, silviculture, public engagement, and water. As we are committed to defining a higher standard, our goals and practices are under continuous revision as we integrate new science, greater consultation and more robust planning. Some of Western's innovations are detailed below.

We practice variable retention. This means we plan our harvest on each site by first determining what trees to retain. In each harvest area we plan around significant features such as bear dens, wetlands, streams, large trees and cultural heritage features. In practicing variable retention we retain patches of standing mature trees internal to our harvest areas which create shade for open areas and enhances habitat for birds, mammals and amphibians. Practicing variable retention means we don't do the same thing everywhere. We have specific targets for the amount of retention and forest influence that must be maintained in each cutblock, which varies by ecosystem type in accordance with scientifically and provincially established biogeoclimatic zones.

We maximize value from the full profile of the forest, as we align seed, tree nursery and manufacturing capacity with long-term timber supply. In this way, we invest in the complete forest management cycle.

We protect big trees in the forests we manage. These exceptional trees, predominantly Western Red cedar, Yellow cedar, coastal Douglas-fir and Sitka spruce, are essential to our province's biological and cultural heritage. Planners and fallers working in our forests are trained in deploying Western's standard operating procedures for big tree retention, which sets a maximum harvest diameter for each of the species to protect these unique trees. We protect all trees that are greater than 50% of the largest diameter in the British Columbia Big Tree Registry, a listing of field-verified and protected big trees. Among them is a 94-metre Douglas fir, the tallest in our inventory of protected trees. Big trees serve as biological anchors in the design of our variable retention harvesting, integrating safety, wind-throw hazard, topography and other resource values. We'll be enhancing and strengthening our conservation of big trees in 2019.

We operate a seed orchard and tree nursery, and have done so at the Saanich Forestry Centre since 1964. This makes us the only B.C. forestry company that is invested in the complete forest management cycle from harvesting forests through to growing the seedlings to replant our forests. Owning a seed orchard and a nursery enables us to align with the leading edge of the Province of B.C.'s Climate Based Seed Transfer, while being able to control seed quantity and quality. Our Saanich Forestry Centre produces enough seed annually to grow nearly seven million seedlings, while the nursery produces approximately 3.3 million seedlings each year. This equates to about half of our annual seedling requirements.



ENVIRONMENT

SAFEGUARDING RESOURCES FOR FUTURE GENERATIONS

In addition to our Environmental Management System, which conforms to ISO 14001:2004 standards in our timberlands, we have multiple and overlapping local and regional plans to ensure every hectare of forestland and waterway is well looked after, and that our site-level plans align with the landscape. They include:

Forest Stewardship Plans (FSPs)

Consistent with the Forest Planning and Practices Regulation, Western's FSPs detail the results and strategies that guide the design of each road development and timber harvesting site. The FSPs ensure that all of our timber harvesting and road construction activities are consistent with the B.C. government's objectives for resource values such as wildlife, water, fish, cultural heritage, and recreation.

Site Plans

These plans are developed for each road development or harvesting site undertaken by Western, and provide the site-specific details of how the requirements outlined in the FSPs are being applied. To ensure that our Site Plans are implemented successfully, we then provide detailed implementation instructions to our road construction, harvesting, and silviculture teams.

Independent certifications

Almost all (99.6%) of the forestlands under our care – more than 1.6 million hectares – are independently certified according to the following globally recognized standards. Certification assures customers and partners that the wood entering our mills comes from sustainably managed sources.

CSA Z809 Sustainable Forest Management certification covers close to 850,000 hectares of our coastal timberlands operations. CSA is a highly rigorous certification system requiring forest managers to follow six criteria developed by the Canadian Council of Forest Ministers, and requires a significant level of local participation in the form of [public advisory groups](#). The independent members of these advisory groups share our passion for public forestlands, join in field inspections, meet several times annually and issue annual performance reports.

SFI® Forest Management Certification covers nearly 800,000 hectares of our coastal timberlands operations. Sustainable Forestry Initiative® (SFI) certification is widely used across North America and integrates principles that protect water quality, biodiversity, wildlife habitat, species at risk, and forests with exceptional conservation value.

SFI® Fiber Sourcing Certification ensures that wood entering our mills is from legal and responsible sources.

Chain-of-Custody Certification enables customers to reliably track the forest products they buy from Western, assuring them that these products come from responsibly managed, legally-harvested forestlands. We are certified to the most widely respected international standards, by the Programme for the Endorsement of Forest Certification (PEFC™) and Forest Stewardship Council® (FSC®).



ENVIRONMENT

SAFEGUARDING RESOURCES FOR FUTURE GENERATIONS

Conserving biodiversity

At Western, when we look at a forest, we see beyond the trees. We see a fine web of animal, bird, insect and plant life that depends on healthy forests to flourish. We also see local communities that rely on forests for economic benefit and recreation.

Western's biologists and forest professionals manage the biodiversity program based on available science. The program is certified to Sustainable Forest Management standards and helps guide our actions in 10 key areas:

- Retention silviculture system
- Stand level retention
- Big trees
- Habitats for species at risk
- Habitats for significant species of concern
- Species not at risk
- Old forest
- Interior forest conditions
- Ecosystem representation
- Rare ecosystems

Species at risk habitats. We actively manage and conserve habitats for selected focal species, including species at risk. These include the northern goshawk, marbled murrelet, great blue heron, red-legged frog and old growth specklebelly lichen. Professionals ensure that our practices for identifying and conserving suitable habitat align with recognized federal and provincial strategies.

Ungulate winter range. During particularly snowy winters, ungulates such as elk, deer and goats can have difficulty finding enough food. Their survival may depend on access to specific winter habitats with sufficient forest cover. Winter ranges are therefore established and maintained at the elevation and aspects necessary to provide the necessary shelter, forage and snow interception.

Old forest management areas. Western maintains a vast network of old forest management areas, ensuring old forest is protected across the areas we manage. In addition to this network, we also protect big trees as part of our detailed harvest planning, using techniques such as retention harvesting.



Sustainable planning with LiDAR

One of Western's key planning tools for sustainable forest management, Light Detection and Ranging (LiDAR), is an aircraft-mounted technology that uses laser pulses to create a 3D model of the landscape. Our forest professionals have developed proprietary software that further enhances LiDAR, enabling us to capture the height and characterization of individual trees. We use this invaluable data to plan more accurately, maintaining safe, productive and sustainable forest management practices.

In 2018, Western's enhanced LiDAR enabled us to build a vast Individual Tree Inventory, as well as to identify more old forest and rare wildlife reserves, including habitat for the marbled murrelet.

ENVIRONMENT

SAFEGUARDING RESOURCES FOR FUTURE GENERATIONS

Hatching plans for salmon. Our forestry and biodiversity plans extend protection to waterways, including rivers where British Columbia's iconic salmon spawn. Through our work at coastal hatcheries, we're helping to support the province's historic salmon runs.

Western works with local volunteers to operate the Cordy Creek hatchery in Holberg, which produces up to 80,000 coho and chum salmon annually.

On the Marble River in Port McNeill, a second volunteer-run hatchery produces up to 850,000 chinook salmon. We've been supporting this hatchery since 1981 with volunteers and other resources.

Western-supported hatcheries are licensed by Fisheries and Oceans Canada.



Deb Anderson, Marble River Hatchery Volunteer

[see her story here](#)

ENVIRONMENT

SAFEGUARDING RESOURCES FOR FUTURE GENERATIONS

Addressing climate change

We base our reforestation practices on climate change science. Western chairs the Coastal Technical Advisory Committee that supports the Forest Genetics Council of British Columbia, and is a member of the provincial government's Climate-Based Seed Transfer Stakeholder Advisory Group. Our products and practices align with growing consumer awareness of sustainable products and building trends, and present an opportunity for Western to contribute positively to addressing climate change risk through the execution of our business strategy.

Ultimately, we believe our business is good for society's efforts to combat climate change. Trees capture carbon dioxide (CO₂, a greenhouse gas) from the atmosphere, store the carbon in the wood and release the oxygen back into the atmosphere. The carbon remains in the wood even after we make wood products. When we replant the harvested areas, the new trees begin the cycle over again, capturing and storing more carbon. In fact, as young forests grow, they absorb more CO₂ each year than do old forests.

Managing emissions

While we're not an energy-intensive company, we nevertheless generate greenhouse gases as we operate our sawmills, logging trucks, machinery and vehicles, and as we heat and cool our buildings. We participate in energy conservation programs, such as Strategic Energy Management with the provincial utility, BC Hydro, and use alternative energy such as recycled steam to lessen our

potential emissions. And, while we do not yet track emissions in detail, we reduce our impact by choosing, purchasing and maintaining emission-compliant equipment and machinery. Reducing Western's carbon footprint is good for the planet and our bottom line, as it also shrinks our energy bill.

Managing water

We recognize that water is a key part of a functioning ecosystem. We are not an intensive user of water, but our forest professionals understand how water and seasonal patterns shape the landscape. Accordingly, our sustainable forestry plans include measures to maintain water quality, quantity and natural flow patterns. And, we are committed to introducing improved water conservation and recycling practices in our operations where possible. We recognize the right of water as a fundamental human right.

Minimizing waste

At Western, we use 100% of the harvested log. After the log is transformed into useful products in our mills, we ship the remaining biomass, including sawdust, chips and bark, to pulp and paper manufacturers and bioenergy generating partners. Following sustainable forest management practices, we may leave some bio-residue on the forest floor. This residue decays naturally, making its nutrients available to the next generation of trees we plant, and acts as a growth medium for fungi, while also providing food and shelter for insects and birds.



FIRST NATIONS

BUILDING TRUST THROUGH RESPECT

Western operates in the traditional territories of more than 45 First Nations. We respect the treaty and Indigenous rights of First Nations and are committed to open and meaningful dialogue so that we can all benefit from the forest that we manage. By following the principles of sustainability, future generations will enjoy working forests that provide jobs, recreation and carbon management, while preserving cultural elements and ecosystems.

Informed by the spirit of reconciliation, Western works closely with First Nations. We are doing more with these partners to grow business capacity at timberland and manufacturing sites. By working together, we can all do our part in building a stronger and more prosperous shared future.

Fostering mutually beneficial relationships

Western has 16 active agreements with First Nations or First Nations associations. These range from business-to-business arrangements through to limited partnerships, where the parties generally pool equal amounts of volume from their respective tenures to support joint harvesting and profit-sharing based on respective volume contribution. We're continuing to develop relationships in the form of supplier contracts and job creation. Through voluntary disclosure, 75 Western employees self-identify as having Indigenous ancestry.

Western's long-term relationships with local First Nations include:

Joint Ventures for logging and forest management with Heiltsuk Nation and Kitasoo/Xai'xias First Nation.

Limited Partnerships (LP) in logging and forest management with the Quatsino First Nation and 'Namgis First Nation. Our Quatern LP with the Quatsino First Nation has been recognized with Indigenous Business Awards for its shared successes.



+\$35 Million
Value of annual harvest through First Nation joint ventures and limited partnerships



>45
First Nations traditional territories in which Western operates



FIRST NATIONS

BUILDING TRUST THROUGH RESPECT

Our Reconciliation Protocol Agreement with the Huu-ay-aht First Nations sets a framework for a shared path to reconciliation and a joint vision for a safe and competitive forest sector in the Alberni Valley. Our partnership has resulted in a suite of agreements since 2017, including the sale of our former Sarita Dryland Sort, employment and training agreements, and a pending transaction for the sale of a 7% ownership interest in our Port Alberni Forest Operation.

Sarita Dryland Sort is a facility that Western leases from the Stz'uminus Nation. We have committed to resourcing the site with at least 50% Stz'uminus Nation members. That figure currently sits at approximately 68%, with some employees having worked at this site for more than 40 years.

Saanich Forestry Centre. Ten Indigenous people from neighboring communities are core seasonal employees, including several who have worked at this facility for 30 years.

A "Family" Totem Pole for Port McNeill

Through our cultural log donation program, Western regularly donates cedar logs to support carving initiatives that celebrate Indigenous culture.

One of these donations culminated with the unveiling of Port McNeill's first Kwakwaka'wakw totem pole in May 2018. The 'Namwiyut "Family" Totem Pole now proudly stands in front of North Island Secondary School.

Kwakiutl artist Mervyn Child and 'Namgis Chief and artist Don Svanvik led the carving and painting of the 20-foot pole, with help from many students. The event attracted 1,500 celebrants to witness the ceremony and blessing by hereditary chiefs.

[See the story here](#)



NEIGHBOURS

CONTRIBUTING TO LOCAL COMMUNITIES

Like any good neighbour, Western understands the importance of supporting the communities where our people live, play and work. We recognize that the better our relations with communities are the more sustainable our business will be.

To forge these positive connections, we focus our support on initiatives that promote cultural works, educational opportunity, physical activity and healthy living, or the awareness of our sustainable practices, including an understanding of the working forests and the environment. We provide in kind donations of employee volunteer time during work hours and the use of company equipment. Depending on the initiative, we may also donate funds and materials, including logs or lumber. All of these actions support one goal – to help vibrant, healthy and sustainable communities to flourish.

Sharing the natural wealth

While Western holds the logging rights to many forestlands, most of these lands are public. We

welcome the opportunity to safely share the public areas we are entrusted to manage with those who enjoy the outdoors.

Western works with Recreation Sites and Trails BC to maintain 34 sites where local residents and tourists can enjoy majestic forests and waterways within British Columbia's working forests and outside the province's parks and protected areas. Western employees maintain trails, build docks, staircases and shelters so that the sites are safe and accessible. We even post a downloadable map, along with safety tips for sharing the road with logging trucks. As well, we maintain a website and Twitter account to provide up-to-date road information. We want to ensure that people who use our roads are as safe as possible. Through social media channels, the public can also contribute information, creating a community of safety that benefits everyone.



\$500,000+
Targeted annual
community donations



\$150,000+
Funds raised through
employee community
initiatives

Harvey Seymour, 52-year employee

[see his story here](#)

NEIGHBOURS

CONTRIBUTING TO LOCAL COMMUNITIES

Forests Forever: Innovation in Modern Forestry

Scheduled for its grand opening in 2019, the immersive and interactive exhibition, *Forests Forever: Innovation in Modern Forestry*, will inform and inspire. Located at the BC Forest Discovery Centre in Duncan, the exhibition profiles British Columbia's unique forestlands and how our industry sustainably manages a valuable and precious resource so everyone benefits. Recognizing the exhibition's educational value, Western was an enthusiastic early supporter and lead sponsor.

Supporting forestry education

A 28-year veteran Western employee and passionate champion of the coastal forestry industry, the late Ray Robazza. RPF is not forgotten. In fact, we named our lead education award in memory of the man who mentored countless young foresters and engineers. To honour Ray's legacy, we offer two educational awards for the next generation of foresters, at Vancouver Island University and the University of British Columbia.

Contributing to local economy

Western generates significant value in the areas in which we operate, including through tax payments, job creation, community contributions and the purchase of local goods and services.

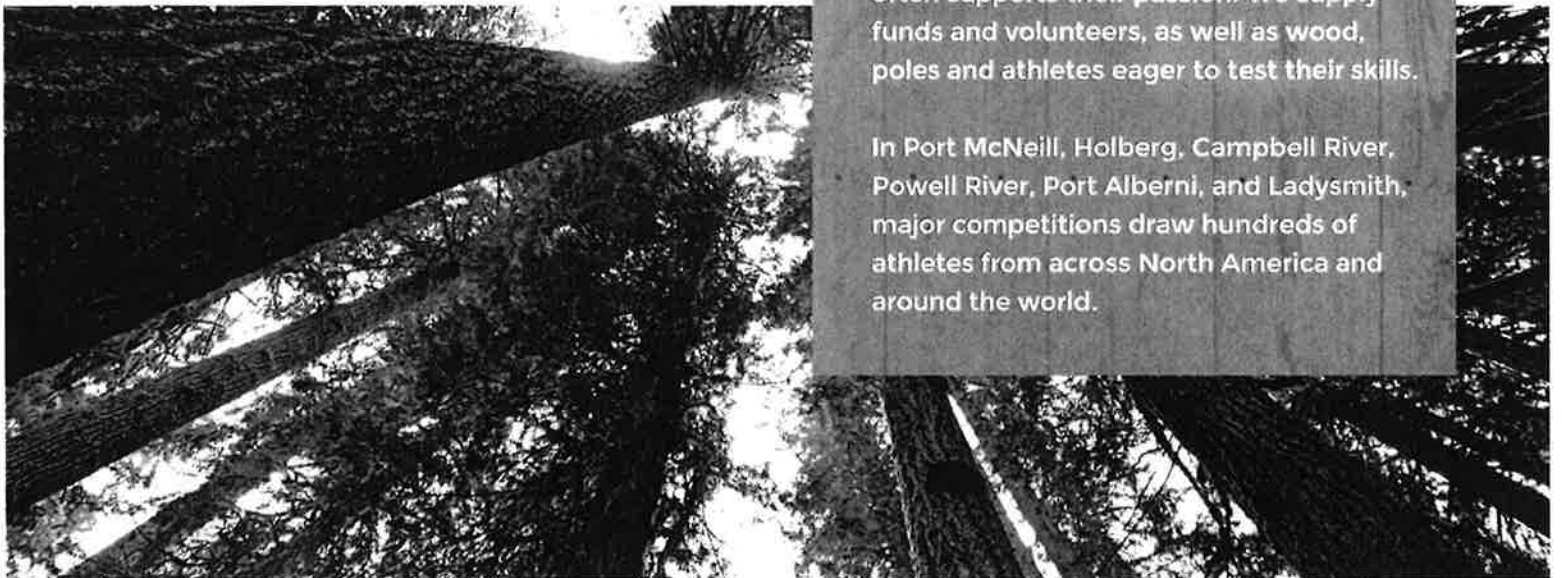
Our partnerships with suppliers, contractors and services providers support local community economic development and employment across a wide base of industries. In 2018, our local procurement included the purchase of light vehicles, forestry and mobile equipment from dealers in Port Hardy, Campbell River and Nanaimo.



Supporting logger sports

Many people in the communities where we operate are avid fans and competitors in traditional logger sports, and Western often supports their passion. We supply funds and volunteers, as well as wood, poles and athletes eager to test their skills.

In Port McNeill, Holberg, Campbell River, Powell River, Port Alberni, and Ladysmith, major competitions draw hundreds of athletes from across North America and around the world.





Western Forest Products
DEFINING A HIGHER STANDARD

Please tell us what you think.

This is the first Sustainability Report from Western Forest Products. As we advance on our journey, our reports will grow in scope, depth and detail.

info@westernforest.com





Table

Intro

The March 23, 2019 meeting was the first regular meeting of the Board of Trustees. At the meeting, the Trustees heard a presentation about the present and future of strategic planning at Vancouver Island Regional Library (VIRL), as well as updates on Finance and Facilities, a report on the BC construction market, and revised one Board Policy and one By-Law.

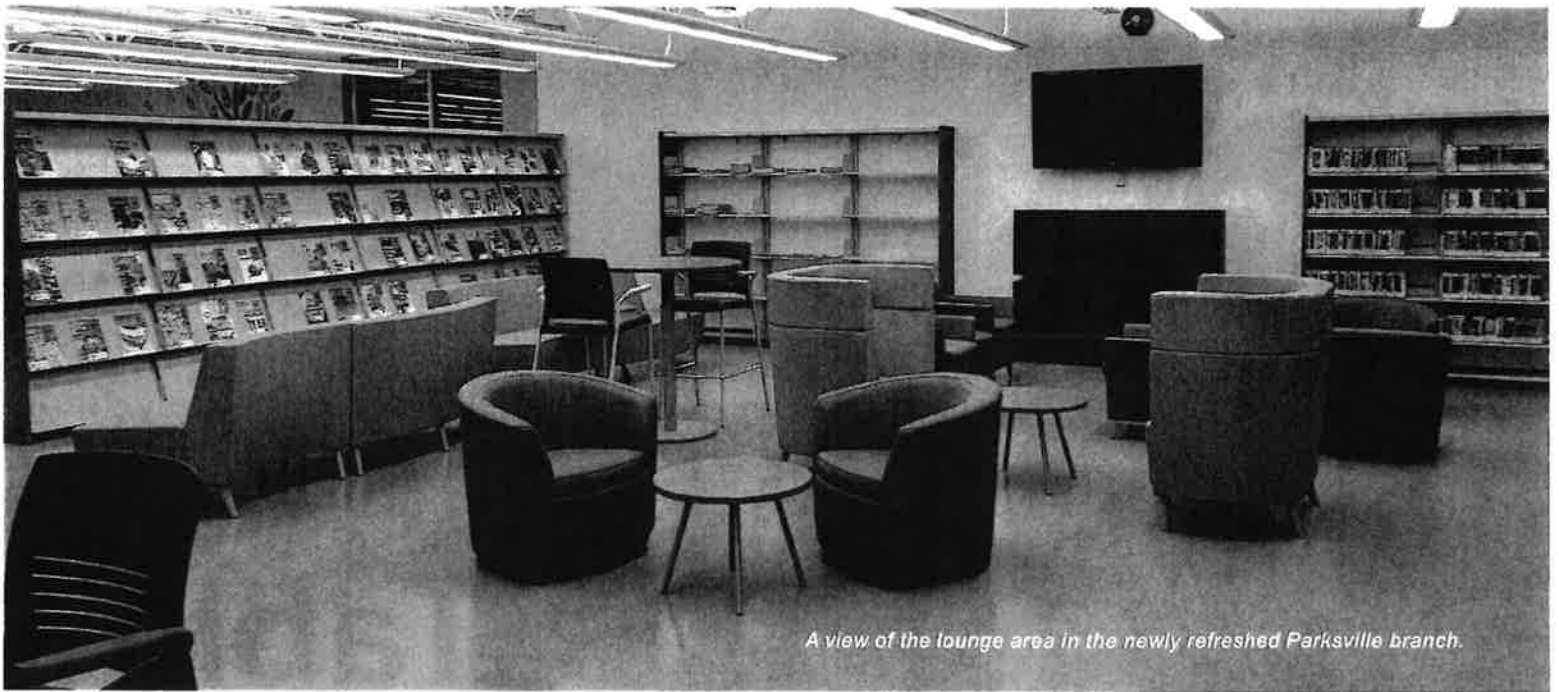
Strategic Planning: Now and in the Future



Trustees heard a presentation about the present and future of strategic planning at VIRL, including an overview of how the current plan was developed, examples of how we have executed the plan, and a timeline of the proposed process for VIRL's next strategic plan, spanning 2021 – 2025.



The newly refreshed Parksville library reopened on February 7, 2019. An open house celebration is planned for March 30, 2019, starting at 11AM.



A view of the lounge area in the newly refreshed Parkville branch.

Business Arising

Revised Board Procedural By-Law: Appointments and Nominations

The Board reviewed updates to the Board Procedural By-Law, stemming from revisions to Part 3 of the Library Act. After a review and discussion of the revisions, the Board adopted the revised Procedural By-Law.

Revised Board Policy: Donations and Corporate Sponsorship

The Donations and Corporate Sponsorship Policy was last revised in June 2013. The Board received and adopted amendments to the Policy, which included removing the donor pin, and replacing it with a VIRL book bag, and a note that items are subject to availability.



Read more about VIRL policies:
virl.bc.ca/about/library-board/policies

Facilities Updates



Multicultural kits have been expanded and are flying off the shelves! Check one out [here today](#).

Campbell River

VIRL is waiting on information regarding potential sites for a new branch. We anticipate further discussions with Municipal staff.

Chemainus

Construction is underway at the site of the new library. VIRL staff and stakeholders attended a sod-turning ceremony on March 18. The new branch is projected to open in the Fall of 2019. More information is [available at this link](#).

Ladysmith

Ladysmith is looking to initiate a mixed-use project on property owned by the town, which could include space for a new library. No recent discussions have taken place.

Masset

VIRL continues to work on a plan for the prototype buildings and has received preliminary information from consultants including a site survey, geotechnical and environmental. Planning is moving forward.

Sandspit

VIRL is working with School District 50 to finalize a lease for land on which to house a new prototype branch. Survey, geotechnical and environmental work are complete.

Queen Charlotte

VIRL had discussions with School District 50 and local officials regarding potential sites for a new library. No additional information to report.

Facilities Updates



Our children's literacy kits are a great way to spend time learning and playing together as a family! [Check one out today!](#)

Parksville

The refreshed branch reopened on February 7, with new flooring, a new paint job, new furniture, a lounge area with a fireplace, a new service desk and other upgrades. An Open House is set for Saturday, March 30 at the branch.

Port Alberni

Draft plans are under review and VIRL is selecting a group of vendors to carry out the space planning and refurbishment work. Further direction and timeframe will be provided once the successful vendor is selected.

Sayward

The tender closed on January 10, 2019. As a result of higher than expected tenders, VIRL worked with its consultants to simplify the design. A revised tender package was posted on March 1.

Sooke

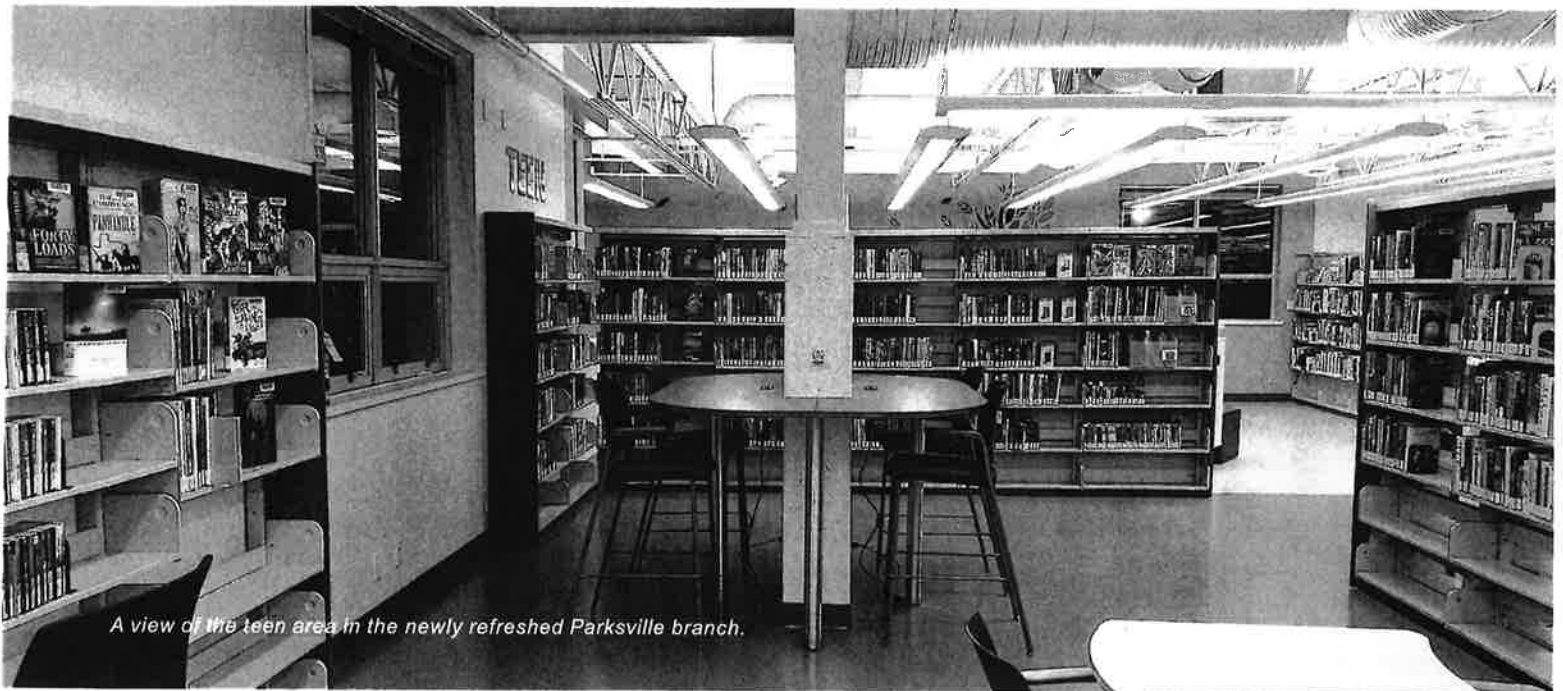
Schematic design has been finalized. VIRL is working closely with the architect to ensure the design meets the needs of the community now and for the future. The development permit has been submitted and VIRL is working towards submitting the building permit.

Sidney

Construction began in October 2018 with a projected completion date of March 2019 and the branch reopening in April or May. A temporary library has been open throughout the renovation process.

North Saanich

VIRL is waiting on direction from North Saanich Council and the Panorama Recreation Commission.



A view of the teen area in the newly refreshed Parksville branch.

Facilities Updates

Tofino

VIRL has attended various meetings related to the concept of a shared building with the Clayoquot Biosphere Trust, which would be built on a site currently owned by Tofino. Discussions are in the early stages for this potential project.

Tahsis

VIRL continues discussion around potential sites or other options for service delivery.

Woss

The Village of Woss has identified the site where the new branch will be located. VIRL staff have commenced with the necessary planning work in preparation of a prototype branch.

Finance Report



Staff preparing the new space at the Parkville branch.

Balance Sheet:

The balance sheet of \$35.3 million shows a healthy balance of cash and investments of \$6.8 million at the end of January and a year to date operating deficit of \$23,348.

Revenue and Expenditures: The net operating deficit is due to timing of expenditures. At the end of January, \$75,683 in reserve-funded expenditures had been made, while none of the corresponding transfers to revenue had been recorded. Revenues were generally in line with expectations and expenditures were close to budget.

Reserves Report: The Board of Trustees is provided with updated reserves information at each meeting. At the end of January, the reserves stood at a balance of \$7.2 million. Appropriations to reserves are recorded on a monthly basis. Transfers from reserves are recorded when the projects have been substantially completed. No drawdowns have been made to date.

In Summary VIRL's finances indicate that results are in line with expectations and significant projects are currently either complete or underway.

From: Cathy Peters <ca.peters@telus.net>
Sent: Monday, April 01, 2019 9:19 AM
To: info@portalice.ca
Subject: UPDATE on Human Trafficking in BC communities
Attachments: HT videos.docx

Importance: High

Dear Mayor Kevin Cameron and Port Alice Village Council,
My name is Cathy Peters and I raise public awareness to the issue of Human Sex trafficking/sexual exploitation.

Valiant Richey who is the Acting Special Representative to the Organization of Security and Cooperation in Europe (OSCE) on trafficking in Human Beings and his panel recently **presented at the United Nations** (this is over an hour, but Valiant speaks in the first 6 minutes).

<http://webtv.un.org/meetings-events/watch/preventing-trafficking-of-women-and-girls-for-sexual-exploitation-understanding-states-obligations-to-address-demand-under-the-palermo-protocol-csw63-side-event/6013967790001/?term=#.XlyRCzJpk2A.email>

Valiant Richey, the **global anti sex trafficking expert** calls for law enforcement and politicians to focus on the **demand**; buyers of sex need to be charged.

The laws are in place, but implementation as well as prevention and education strategies are desperately needed globally.

The **Vancouver Police department and the BC RCMP CEU** team did timely work in the recent john sting and the media coverage across Canada was extensive: <https://www.cbc.ca/news/canada/british-columbia/vancouver-sexual-predators-sting-1.4989444>

The **Whistler Pique newspaper** printed this thorough piece on local Human Sex Trafficking in their January issue. I was interviewed along with Larissa Maxwell from NGO Deborah's Gate with the Salvation Army. It was a good coverage in one of Canada's largest papers. <https://www.piquenewsmagazine.com/whistler/the-cold-reality-of-global-human-trafficking/Content?oid=12941606>

Child abuse and pornography are the two "pipelines" towards prostitution/trafficking. With unregulated technology every community is vulnerable to sexual exploitation online.

I have attached a list of videos that can be useful for raising awareness to the issue.

Ending human trafficking, sex trafficking, sexual exploitation and prostitution in Canada is an important gender equality and human rights issue and it disproportionately affects Canada's indigenous peoples.

ASK: Please share this information with your local police detachment and OIC, your frontline service providers including educators, your local MLA and MP. Would you please write me if this issue is a concern to your Council.

Sincerely, Cathy Peters; BC anti-human trafficking educator, speaker, advocate

#302-150 W. 15th St., North Vancouver, BC V7M 0C4 phone: 604-828-2689

