

VILLAGE OF PORT ALICE
COUNCIL MEETING AGENDA
TO BE HELD WEDNESDAY DECEMBER 13, 2023, at 6:00 pm
AT COUNCIL CHAMBERS, VILLAGE OFFICE



(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) ADOPTION OF AGENDA:

THAT the Agenda for the Meeting of the Village of Port Alice for December 13, 2023, be approved; AND THAT all delegations, reports, correspondence, and other information set to the agenda be received.

(3) DELEGATIONS:

(4) MINUTES:

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a.) *THAT the Minutes from the Regular Meeting of November 22, 2023, be approved.*

(5) NEW BUSINESS:

(6) COMMUNICATIONS:

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a.) Canada Community-Building Fund: Second Community Works Fund Payment for 2023/2024
November 28, 2023, Letter from Councillor Trish Mandewo, UBCM President

Pg 7-8

b.) Positive Changes in the Delivery of Pre-Hospital & Community Paramedic Care in Your Community
December 5, 2023, Letter from Leanne Heppell, Chief Ambulance Officer

(7) REPORTS:

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a.) Motions from Committee of the Whole Meeting
December 8, 2023, Report from Bonnie Danyk, CAO/CFO

Pg 11

b.) Fire Chief's Report for November 2023
December 1, 2023, Report from Fire Chief Jerry Rose

(8) BYLAWS:

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a.) Bylaw 686 – Borrowing Bylaw

Recommendation

THAT Bylaw 686 – Borrowing Bylaw be given fourth reading and adoption.

Pg 15-32

b.) Bylaw 687 – Rates and Fees 2024

Recommendation

THAT Bylaw 687 – Rates and Fees for 2024, be given first, second, and third reading be given.

(9) QUESTION PERIOD:

(10) RESOLUTION TO PROCEED TO CLOSED MEETING

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

Section 90 1 (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;

RECONVENE:

VILLAGE OF PORT ALICE
COUNCIL MEETING AGENDA
TO BE HELD WEDNESDAY DECEMBER 13, 2023, at 6:00 pm
AT COUNCIL CHAMBERS, VILLAGE OFFICE



(11) ADJOURNMENT:

THAT the meeting of the Village of Port Alice Council held December 13, 2023, be adjourned

INFORMATION ITEMS:

- a.) November 29, 2023, North Island College News Release, North Island' College's Indigenized international education plan, Journeying Together, wins another award.
- b.) November 29, 2023, Letter from Art Guite Consulting re Draft Pest Control Management Plan for Provincial Public (Crown) Lands in Southern and Coastal British Columbia.
- c.) November 30, 2023, Email from Ben Hyman, VIRL, re: VIRL 2024 Budget and Levies
- d.) December 8, 2023, Letter from Ravi Kahlon, Minister of Housing re: New legislation to support local government housing initiatives.

VILLAGE OF PORT ALICE COUNCIL
REGULAR MEETING MINUTES
WEDNESDAY, NOVEMBER 22, 2023
AT COUNCIL CHAMBERS, VILLAGE OFFICE



Present Mayor Kevin Cameron
Councillor Holly Aldis
Councillor Sean Watson
Councillor David Stewart
Councillor Russell Murray

Staff Bonnie Danyk, CAO/CFO
Tanya Spafford, Admin Assistant

Call to order 6:00pm

ADOPTION OF AGENDA:

Moved, Seconded and CARRIED

101/23
Adoption of
Agenda

THAT the Agenda for the Meeting of the Village of Port Alice for November 22, 2023, be approved; with the movement of the Letter re: Mill Road through site being closed from COMMUNICATIONS to DELEGATIONS; AND THAT all delegations, reports, correspondence, and other information set to the agenda be received, and that Alma Van't Schip's letter be moved to delegations.

DELEGATION:

Letter re: Road through Mill site being closed
November 16, 2023, Letter from Alma Van't Schip

102/23
Letter re
road closure

Moved, Seconded and CARRIED
THAT the Village of Port Alice write a letter to Price Waterhouse Cooper asking them to reconsider the road closure.

MINUTES:

Moved, Seconded and CARRIED
THAT the Minutes from the Council Meeting of October 08, 2023, be approved.

103/23
Minutes of
October 25,
2023

NEW BUSINESS:

2024 Appointments to Vancouver Island Regional Library Board

104/23 VIRL
Appointments

Moved, Seconded and CARRIED
THAT WHEREAS the Village of Port Alice representative and alternate representative on the Vancouver Island Regional Library Board are appointed yearly by Council:
NOW THEREFORE BE IT RESOLVED THAT Councillor Russell Murray be appointed as representative for 2024 and FUTHER THAT Holly Aldis be appointed as the alternate representative for 2024.

COMMUNICATIONS:

New legislation to support local government initiatives
November 9, 2023, Letter from Ravi Kahlon, Minister of Housing

REPORTS:

99/23
Funding
Application

Accounts Payable Listing for September 2023

November 16, 2023, Report from Bonnie Danyk, CAO/CFO

Summary of Revenue & Expenses for September 2023

November 16, 2023, Report from Bonnie Danyk, CAO/CFO

Fire Chief's Report for October 2023

November 7, 2023, Report from Jerry Rose, Fire Chief

Committee and Board Appointments

105/23
2024 Council
Appointments

November 17, 2023, Report from Mayor Kevin Cameron

Moved, Seconded and CARRIED

THAT WHEREAS Council is required under the Local Government Act to annually appoint a Regional District of Mount Waddington Board Director and Alternate Regional District Director: THAT Mayor Kevin Cameron be appointed as the Regional District Director for 2024, and FURTHER THAT Councillor Holly Aldis is appointed as Alternate Regional District Director for 2024.

Moved, Seconded and CARRIED

THAT WHEREAS Council is required under the Local Government Act to annually appoint a Regional Hospital District Board Director and Alternate Regional Hospital District Director: THAT Mayor Kevin Cameron be appointed as the Regional Hospital District Director for 2024, and FURTHER THAT Councillor Holly Aldis is appointed as Alternate Regional Hospital District Director for 2024.

BYLAWS:

106/23
Borrowing
Bylaw

Bylaw 686 – Borrowing Bylaw

Moved, Seconded and CARRIED

THAT Bylaw 686 – Borrowing Bylaw be given first, second, and third reading.

QUESTION PERIOD:**ADJOURNMENT:**

107/23
Adjournment

Moved, Seconded and CARRIED

THAT the Regular meeting of the Village of Port Alice held November 22, 2023, be adjourned at 6:25pm.

I hereby certify the preceding to be a true and correct account of the Regular meeting of the Village of Port Alice Council held November 22, 2023.

Mayor

Chief Administrative Officer

November 28, 2023

Mayor Kevin Cameron and Council
Village of Port Alice
Box 130
Port Alice, BC V0N 2N0

Dear Mayor Kevin Cameron and Council:

**RE: CANADA COMMUNITY-BUILDING FUND: SECOND COMMUNITY WORKS FUND
PAYMENT FOR 2023/2024**

I am pleased to advise that UBCM is in the process of distributing the second Community Works Fund (CWF) payment for fiscal 2023/2024. An electronic transfer of \$45,675.72 is expected to occur in December 2023. This payment is made in accordance with the payment schedule set out in your CWF Agreement with UBCM (see section 4 of your Agreement).

This payment marks the final CWF disbursement of the current 10-year Canada Community-Building Fund agreement. Spanning from 2014 to 2024, this agreement has successfully allocated over \$1.25 billion in CWF funding to local governments in British Columbia. Looking ahead, UBCM anticipates the implementation of a new agreement in April 2024. Information on a renewed program will be communicated in the following months.

CWF is made available to eligible local governments by the Government of Canada pursuant to the Administrative Agreement. Funding under the program may be directed to local priorities that fall within one of the eligible project categories.

Further details regarding use of CWF and project eligibility are outlined in your CWF Agreement and details on the Canada Community-Building Fund can be found on our [website](https://www.ubcm.ca).

For further information, please contact Canada Community-Building Fund Program Services by e-mail at ccbf@ubcm.ca or by phone at 250-356-5134.

Sincerely,



Councillor Trish Mandewo
UBCM President

PC: Bonnie Danyk, Chief Financial Officer

December 5, 2023

Kevin Cameron
MAYOR@PORTALICE.CA
Port Alice, BC

Dear Mayor Kevin Cameron,

Re.: Positive Changes in the Delivery of Pre-Hospital & Community Paramedic Care in Your Community

On behalf of BC Emergency Health Services (BCEHS), I am pleased to inform you about a coming change in the delivery of pre-hospital and community paramedic care provided in your community. We are working with the union responsible for paramedics in BC to phase out the Scheduled on-call (SOC) staffing model, and these changes promise to have a positive impact on the quality of care we provide in your community.

Our decision to implement these changes has been the result of a comprehensive analysis, which included a community needs assessment, extensive engagement with partners in health authorities and communities across the province, as well as critically important consultation with our employees. We have strived to ensure any changes in the delivery of patient care align with the needs and preferences of each community. Our objective is to improve the service provided in your community and put a system in place that best provides the opportunity to ensure our ambulances are staffed and ready when needed.

In Port Alice, we will introduce a new staffing model called the mixed shift pattern. This approach enables our staff to be on call during their night shifts, while at the station and fully engaging in their duties during the typically busier daytime shifts. This flexible approach has them working two dayshifts followed by two night shifts, followed by four days off. This not only aligns with our employees' work-life balance preferences and increases our ability to support patient transfers to higher levels of care, but also doubles the total number of on-duty hours in the station as well as the number of paramedics working in the community.

As an important part of these changes, we are also placing a special focus on improving the community paramedicine program. We will transition the community paramedic program from being part of the 911 response to a stand-alone program solely dedicated to providing preventative health care and outreach in the community.

This shift emphasizes our commitment to providing community-focused services tailored to meet the unique needs of each community. Our goal is to provide care that not only respects, but also harmonizes with local Indigenous cultural practices and beliefs. By doing so, we aim to offer a more inclusive and culturally sensitive approach to the care we provide our patients.

These changes are integral to meeting the ever-evolving needs of our communities and ensuring the continued well-being of our residents. We look forward to working with your office and our partners to ensure the successful implementation of these changes.

Should you have any questions or require further information please do not hesitate to contact District Manager Nat Pottage at NATHANIEL.POTTAGE@BCEHS.CA.

Sincerely,

A handwritten signature in cursive script, appearing to read "Leanne Heppell".

Leanne Heppell
Chief Ambulance Officer
BC Emergency Health Services


CC. Chief Administrative Officer
District Manager, Nat Pottage, BCEHS

**VILLAGE OF PORT ALICE
REPORT TO COUNCIL**

To: Mayor and Council
From: CAO / CFO
Date: December 8, 2023
Subject: Motion from COW Meeting

Motions brought forward from the Committee of the Whole meeting held on December 7, 2023.

1. THAT \$20,000 be transferred from Community Forest Funds for Link River start-up in 2024.
2. THAT \$25,000 from the sale of the Zamboni be placed into a reserve for the purchase of a digital marquee for the Community Centre.



Bonnie Danyk CAO / CFO

VILLAGE OF PORT ALICE

Port Alice Volunteer Fire Department Fire Chief's Monthly Report For the month November 2023

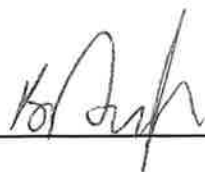
Active Members	12	Rescue Calls	0
On Leave	1	Fire Calls	2
New/Recruits **	6	Lift Assist Calls	0
Total	19	Ambulance Driver Assist Calls	0
Mutual Aid Calls	0	Public Relation Events	3
Number Of False Alarms	0	Training Events	4

Practices / Events:

Date	Attendance	Purpose
04Nov2023	1	Community Market
07Nov2023	10	Practice: Low Slope Rescue
11Nov2023	8	Remembrance Day
14Nov2023	13	Practice:
15Nov2023	1	North Chiefs Meeting in Port McNeill
16Nov2023	2	Fire Call – Open Burning 1083 Maq
17Nov2023	3	Hazmat Training in Port McNeill – Nov 17, 18, & 19
21Nov2023	6	Airbrakes Part 1 – Port Alice
21Nov2023	6	Practice: Hoses & Ropes
25Nov2023	6	Airbrakes Part 2 – Port Alice
26Nov2023	6	First Aid Training – Port Alice
26Nov2023	6	Tree Light up & parade
27Nov2023	10	Fire Call – Chimney Fire 62 Clark
28Nov2023	13	Practice: Month End Checks
PAVFD Updates		
May 2023		Received \$200 donation from the Morgan's & \$100 from PA Gas
Sept 2023		Received \$3055.12 donation from Port Alice Health Forum
Nov 2023		Received \$3000 donation from Port Alice Thrift Store

Fire Chief:

Administrator:



**VILLAGE OF PORT ALICE
BYLAW NO 686**

BORROWING BYLAW

WHEREAS the Council for the Village of Port Alice deems it necessary to borrow the sum of Twenty Thousand Dollars (\$20,000.00).

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

BE IT THEREFORE ENACTED as a Bylaw of the Village of Port Alice as follows:

1. The Mayor, Councillors, CAO, CFO, and the Administrative Assistant are hereby authorized to borrow on behalf of the Village of Port Alice from the Canadian Imperial Bank of Commerce (the "Bank") from time to time by way of promissory note a sum or sums not exceeding at any one time Twenty Thousand Dollars (\$20,000.00).
2. The Mayor, Councillors, CAO, CFO, and the Administrative Assistant are hereby authorized to sign on behalf of the Village of Port Alice and to furnish to the Bank from time to time a promissory note or notes sealed with the corporate seal for the sum or sums so borrowed with interest at such rate as the Bank may from time to time determine.
3. The Mayor, Councillors, CAO, CFO, and the Administrative Assistant are hereby authorized to sign on behalf of the Village of Port Alice and to furnish to the Bank an Agreement or Agreements under the seal of the Village of Port Alice providing for payment to the Bank of all amount required to be paid by the Bank pursuant to each promissory note of the Village of Port Alice guaranteed by the Bank with interest at such rate as the Bank may from time to time determine and of a guarantee fee in respect of each such promissory note at such rate as the Bank may from time to time determine.
4. The Mayor, Councillors, CAO, CFO, and the Administrative Assistant are hereby authorized and directed to furnish to the Bank at the time of each borrowing and at such other times as the Bank may from time to time request, a statement showing the nature and amount of the estimated revenues of the current year not yet collected or where the estimates for the year have not been adopted, a statement showing the nature and amount of the estimated revenues of the Village of Port Alice as set forth in the estimates adopted for the next preceding year and also showing the total of any amounts borrowed in the current year and in any preceding year that have not been repaid.
5. The Mayor, Councillors, CAO, CFO, and the Administrative Assistant are hereby authorized and directed to apply in payment of all sums borrowed from the Bank, with interest thereon, all of the moneys hereafter collected or received on account or realized in respect of the taxes levied for the current year and for any preceding years and all of the moneys collected or received from any other source.

Read a first time on the 22nd day of November 2023.

Read a second time on the 22nd day of November 2023.

Read a third time on the 22nd day of November 2023.

Adopted on the 13th day of December 2023.

CHIEF ADMINISTRATIVE OFFICER

MAYOR

I hereby certify that the foregoing is a true copy of Bylaw No.686, 2023 of the Village of Port Alice in the Province of British Columbia duly passed at a meeting of Council of the said Village of Port Alice duly held on the 13th day of December, 2023, that the said By-Law is under the seal of the Village of Port Alice and signed by its proper officers as required by law and that the said By-Law is in full force and effect.

CHIEF ADMINISTRATIVE OFFICER

**A BYLAW FOR VILLAGE OF PORT ALICE
RATES & FEES FOR 2024**

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. 687-2023".

2. ENACTMENT

- (a) This bylaw is in effect January 1, 2024.
- (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 674, 2022 and Bylaw No. 679, 2023.

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 13th day of December 2023.

Read a second time on the 13th day of December 2023.

Read a third time on the 13th day of December 2023.

Adopted on the 10th day of January 2024.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

Certified to be a true copy of the Village of Port Alice Rates & Fees Bylaw No. 687-2024
As adopted on the 10th day of January 2024.

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:	\$2,000.00
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:	\$2,000.00
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	\$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) 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)	Metered Rate
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 :	\$2,000.00
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.	\$2,000.00 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.	\$2,000.00
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.	\$2,000.00 minimum

SCHEDULE D – GARBAGE COLLECTION & DISPOSAL RATES

1. Garbage Rates	
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.	
(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:	
(i) 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.	
	Rate Per month
Residential dwelling units, Strata Plan II & Mobile Homes	\$14.75
Strata Corporations – Seaview, Misty Manor, Forest Grove, Evergreen Terracc, & Quatsino Chalet per unit	\$7.35
Commercial/Institutions – per unit:	
Small	\$20.00
3-yd bin – per pickup	\$17.50
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.	\$30.00
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
	f) Freedom of Information Request	\$25.00
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)	\$300.00/hr
	Back Hoe (includes operator)	\$350.00/hr

SCHEDULE E - STATUTORY FEE RATES

(continued)

Rates do not include applicable taxes

5.	Commemorative benches	
	(a) Bench, plaque and installation	\$2,000.00
	(b) Commemorative tree or shrub and plaque	\$700.00 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
	(c) 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 Employing up to 10 people Employing up to 25 people Employing up to 50 people Employing over 50 people	\$50.00 \$80.00 \$100.00 \$200.00 \$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 Up to 20 units Up to 30 units Over 30 units	\$50.00 \$100.00 \$200.00 \$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 *Exception: Instructors offering less than 10 hours instruction/week	\$50.00 \$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 Per year All other non-resident businesses Per day Per year	 \$20.00 \$80.00 \$30.00 \$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	\$15.00/hr
Gym/Larry Pepper Room	\$82.00/day
Gym/Larry Pepper Room (Event & Equipment Damage Deposit)	\$200.00
Gym/Larry Pepper Room Cleaning fee	\$30.00/hr
Activity Rooms	\$10.00/hr
Activity Rooms	\$52.00/day
Computer Room	\$15.00/hr
Computer Room	\$82.00/day
After Hours Rental	\$52.00/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	\$2.00
Minimum Fee	\$15.00
Sound System	\$50.00
Projector/Screen	\$15.00
TV/DVD	\$15.00
Tablecloths (per tablecloth)	\$2.50
CC Arts & Crafts at Cost plus 10%	
Sea View Activity Centre	
Multi Purpose Room	\$15.00/hr
Multi Purpose Room	\$82.00/day
Home Economics Room	\$15.00/hr
Home Economics Room	\$82.00/day
Reading or Seniors Room	\$10.00/hr
Reading or Seniors Room	\$52.00/day
Arena	
Hockey Side	\$40.00/hr
Curling Side	\$40.00/hr
Arena Dry Floor: Hockey or Curling Slab	\$40.00/hr
Upper Curling Lounge	\$40.00/hr
Lower Curling Lounge	\$40.00/hr
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	\$200.00
b) For each additional \$1,000.00 of value of construction, or fraction thereof, over \$1,000.00 but not exceeding \$100,000.00.	\$10.00
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	\$5.00
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 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
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	\$200.00

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

4. Application or Permit Transfer Fee	
A transfer fee of	\$50.00
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.	
5. Permit Extension Fee	
An additional non-refundable permit extension fee applies when an extension is requested in writing by the owner.	\$50.00
6. Letter Advising of Status of Property and Improvements	\$70.00/per hour
7. Building File Review	\$70.00/per hour
8. Fire Protection Equipment - Resubmission of plans	\$100.00 each submission

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		\$500.00
Oversize Grave Liners		\$650.00
Cremation Vaults		\$200.00

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
Penalty for False 911 Calls	\$50.00 per call

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	\$300.00**
<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	\$500.00**
<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	\$ 250.00

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

The following fees and charges shall be in effect at the Port Alice Municipal Marina and designated parking lots:

Rates Include Applicable Taxes

Daily Moorage Rate for Recreational Vessels per foot per day	\$ 1.05
Monthly Moorage Rate for Recreational Vessels per foot	\$ 13.25
Daily Moorage Rate for Commercial Vessels per foot per day	\$.55
Monthly Moorage Rate for Commercial Vessels per foot	\$6.50
Vehicle parking permit – Daily (Includes Boat Launch)	\$10.50
Vehicle parking permit – Annual (Includes Boat Launch), Residents Only*	\$84.00
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.	\$157.50 plus actual costs
Replacement Annual Pass	\$5.25
Secondary Annual Pass	\$5.25
Slip Reservation Fee to be paid annually in advance	\$1,325.00
Trailer Parking after 24 hours	\$5.25 per day
*Resident means a person who is: a) a resident as defined under the Elections Act: or b) A sole shareholder or senior shareholder of corporations that own real property within the Municipal boundaries.	
Fee for Vendors to set up at Marina	
Daily Rate	\$ 6.00
Weekly Rate	\$35.00
Monthly Rate	\$118.00
• Note: Must be open a minimum of 4 days per week for weekly or monthly rate.	



INFORMATION ITEMS

MEDIA RELEASE

November 29, 2023
 FOR IMMEDIATE RELEASE
 MR23-037

North Island College's Indigenized international education plan, *Journeying Together*, wins another award

North Island College is being recognized once again this year for its Indigenous-serving international education program.

The Office of Indigenous Education (OIE) and the Office of Global Engagement (OGE) at North Island College have been chosen as the recipient of this year's national Reconciliation & Internationalization Award of Excellence by the Canadian Bureau for International Education (CBIE) for the College's plan, *Journeying Together*.

This award recognizes leadership and initiative in advancing reconciliation with Indigenous communities through international education on campus.

"Guidance from diverse Indigenous-community partners globally provides rich perspectives on what it means to be Indigenous-serving. These partnerships facilitate exchange of ideas, experiences and mutual support with the aim to advance a sense of solidarity among Indigenous communities and like-minded institutions world-wide," said Mark Herring, Executive Director, International Education, Office of Global Engagement. "Implementation of *Journeying Together* truly needs to be centred on the journey rather than the destination, as we transform international education from a process founded in colonial principles to one guided by the knowledge, cultural traditions and aspirations of Indigenous communities."

Partnerships make this work possible. One such partnership to which NIC owes a great debt of gratitude is with Nawa'a Napoleon, Vice Chancellor of Kapi'olani Community College, and the Hawaiian community. Their support has been pivotal in developing the concept of what it means to be Indigenous-serving and in delivering the Indigenous Language Revitalization Field School.

The CBIE Excellence Awards were given at this year's CBIE Annual Conference during an in-person ceremony and reception Nov. 28 at the Vancouver Convention Centre. In attendance from NIC were President Lisa Domae, team members of the OGE and OIE including Elders in Residence Fernanda Pare (K'ómoks) and June Johnson (We Wei Kai). Indigenous Learning Facilitator Sara Child (Kwagwł), one of the architects of the plan, was unable to attend. CBIE is the



NIC's Office of Indigenous Education (OIE) and the Office of Global Engagement (OGE) celebrate CBIE's Reconciliation & Internationalization Award of Excellence. From left, Mike Hillian, Global Engagement Liaison; Mark Herring, Executive Director, International Education; Amy Collins, International Admissions Officer; Angie Price, Manager, International Student Services; June Johnson, Elder in Residence (We Wei Kai); Fernanda Pare, Elder in Residence (K'ómoks); Dr. Lisa Domae, NIC President; Agalya Kathirvelu, International Student Advisor; Li Yan, International Student Advisor; Romana Pasca, Manager, International Projects, Partnerships and Global Education; and Margaret Hearnden, Global Learning Facilitator.

NIC is honoured to acknowledge the traditional territories of the combined 35 First Nations of the Nuw-chah-nulth, Kwakwaka'wakw and Coast Salish traditions, on whose traditional and unceded territories the college's campuses are situated.

www.nic.bc.ca

MEDIA RELEASE

national voice advancing Canadian international education by creating and mobilizing expertise, knowledge, opportunity and leadership.

Earlier this year, Journeying Together was honoured with an award at the College and Institutes Canada World Congress. In April in Montréal, the College and Institutes Canada World Congress gave NIC a bronze award.

The vision of the plan to weave Indigenization with international education is rooted in North Island College's collective commitment to become a truly Indigenous-serving institution. The goal, as outlined in the plan, is to leave a legacy of hope that aligns with the beliefs and aspirations of the Indigenous people and the communities they serve.

"We are responsible for fulfilling the Truth and Reconciliation Commission's Calls to Action. This responsibility is deeply meaningful to all of us at NIC and throughout the communities we serve. Journeying Together is an important element of fulfilling this profound responsibility," said Lisa Domae, NIC President and CEO.

NIC's plan is considered the first of its kind in Canada. It was developed starting at a symposium in 2022 with guidance from NIC Elders, Indigenous community members on the Indigenous Education Council at NIC, which includes representatives from 35 Nations of the Nuu-chah-nulth, Coast Salish and Kwakwaka'wakw traditions, and Indigenous leaders within NIC.

"Our Elders have really enjoyed the opportunity to engage deeper with incoming international students and to ensure that part of their experience here at NIC is learning about the unceded territories, the nations, the people, the culture, the languages," said Kelly Shopland, NIC Executive Director, Indigenous Education. "I hear often from our Elders how lovely it is to see international students out in the community and to know them by name and to have really had those opportunities to engage in a more meaningful way."

To watch a video about Journeying Together, see our [YouTube](#) channel.

Media Contact

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Art Guite Consulting
Agent for BC Ministry of Forests

206 – 20641 Logan Avenue
Langley, B.C. V3A 7R3

Cell: 604 996 4683
E mail: pmprespond@gmail.com

November 29, 2023

File: Draft Pest Management Plan for Provincial Public (Crown) Lands in Southern and Coastal British Columbia

Village of Port Alice
1061 Marine Drive
Port Alice
V0N 2N0
info@portalice.ca

To whom it may concern:

This letter is to inform you that the Ministry of Forests (FOR) has collaborated with the Ministry of Environment and Climate Change Strategy's Conservation and Recreation Division (CARD), Land and Resource Stewardship (WLRS) and the Ministry of Transportation and Infrastructure (MOTI) to renew a multi-agency Pest Management Plan (PMP) for Invasive Plant Management on Provincial Public (Crown) Lands in Southern and Coastal BC. This plan replaces current multi-agency PMP's which expire in April 2024 and builds on previous versions which incorporated input and feedback from numerous Indigenous communities throughout the PMP area as well as public consultation through posting of newspaper ads over the years in addition to specific feedback received on this version through the consultation period. The plan supports and enables comprehensive invasive plant management on all provincial public lands within the boundaries of the Plan. FOR is the lead agency on development of the plan and is the PMP holder as described in the *Integrated Pest Management Act Regulation*.

The PMP Area will be specific to Provincial Public Land under the jurisdiction of FOR, MOTI, and BC Parks within the following geographical areas:

1. Vancouver Island, the Southern Coast and Haida Gwaii including the following Regional Districts: Capital, Cowichan Valley, Nanaimo, Alberni-Clayoquot, Comox Valley, Strathcona, Mount Waddington, Central Coast, and North Coast (Haida Gwaii only).
2. South Coastal Mainland including the following Regional Districts: Metro Vancouver, Fraser Valley, Squamish-Lillooet, Sunshine Coast and Quathet.
3. Southern Interior including the following Regional Districts: Okanagan-Similkameen, Central Okanagan, North Okanagan, Kootenay Boundary, Central Kootenay, East Kootenay, Columbia-Shuswap, Thompson-Nicola and Cariboo.

The Provincial Public (Crown) lands within the above area include, but are not limited to, highway rights-of-ways, gravel pits; grasslands; provincial parks; conservancy, protected, and forested areas; ecological reserves, wildlife management areas; and watersheds.

The PMP outlines strategies to protect indigenous, ecological, social, and economic values on public land, and outlines an Integrated Pest Management approach to invasive plant management. The plan addresses prevention of new incursions or prohibited species, elimination of new invaders through early detection and rapid response; and presents options for the containment of existing invasive plant populations. Tools to accomplish invasive plant management include surveys and inventories, manual/mechanical treatment methods, biological and cultural controls, and the use of herbicides.

A draft PMP document is posted on the website page entitled "Invasive Plant Pest Management Plans and Pesticide Use Permits" at <https://www2.gov.bc.ca/gov/content/environment/plants-animals-ecosystems/invasive-species/integrated-pest-management/pmp-pup>.

If you have questions regarding the PMP please contact the me at the above PMPrespond@gmail.com or 604 996 4683

Yours truly,

A handwritten signature in dark ink, appearing to read "Art Guité". The signature is fluid and cursive, with a long horizontal stroke at the end.

Art Guité B.Sc., M.P.M., P.Ag.

From: Mariah Patterson <MPatterson@virl.bc.ca>
Sent: Thursday, November 30, 2023 9:48 AM
To: Kevin Cameron - Village of Port Alice (mayor@portalice.ca); Bonnie Danyk - Village of Port Alice (cao@portalice.ca); Russell Murray - Village of Port Alice (rmurray@portalice.ca)
Cc: Ben Hyman
Subject: VIRL 2024 Budget and Levies

Greetings Mayor Cameron,

As you know, based on member local government feedback, the VIRL Board reconsidered Budget 2024 on November 25. Ultimately, a motion to adjust the budget failed by weighted vote.

The VIRL 2024 Budget addresses the financial legacy of the previous administration, and the complexity and impacts of post-pandemic intersecting crises on VIRL's operations. It commits to ongoing operating continuity and maintains major Capital commitments.

In FY22/23, VIRL management and Board have worked to identify and contain legacy financial issues. Through a public tender process, a new auditor has been appointed for 2023-2025, and a Board Finance and Audit Committee is being established.

Expertise was brought in to develop Budget 2024 in consultation with the Board's Executive Committee and senior leadership in May, June and July, and the Budget was unanimously approved by the Board in September.

Provincial funding for VIRL in 2024 is projected at 4% of budget (\$1.4M). The base Per Capita funding formulas have been unchanged for decades, despite rising costs, population growth and complex service demands. In this context, the BC Public Library Partners are requesting an increase in annual sectoral funding, and met recently with Minister Kang. In support of this request, please know that VIRL has corresponded with the 11 MLA's in its service area, and met last week with Sheila Malcomson, Minister of Social Development and Poverty Reduction.

A recent report by the Canadian Urban Institute (CUI) and the Canadian Urban Libraries Council (CULC) makes the case for why investment in public libraries is essential to Canada's post-pandemic recovery, competitiveness, and resilience. The findings of the report's three-year analysis are a compelling read: Canada's public libraries play a crucial role in enabling all levels of government to meet their obligations and strengthen the common good. Here is a link to the report:

<https://canurb.org/publications/overdue/>

Rest assured, this is an atypical budget for VIRL. Thank you for your continuing support.

Erin Hemmens
VIRL Board Chair

Sent on behalf of Erin Hemmens, Chair, Vancouver Island Regional Library Board of Trustees

Original JYFI sent Nov. 7, 2023

Greetings Mayor Cameron

With budget deliberations getting underway across the region, concerns have been shared about VIRL's 2024 levy. In consultation with the VIRL Chair and Vice Chair, staff have reopened the budget for review, and the VIRL Executive Committee will convene soon. The discussion will focus on options for a possible budget amendment to be considered at the November 25 VIRL board meeting.

Please standby for an update during the week of November 27.

Ben

Sent on behalf of Ben Hyman, Executive Director, Vancouver Island Regional Library



Mariah Patterson
Executive Assistant
Vancouver Island Regional Library
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Web: virl.bc.ca

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BRITISH
COLUMBIA

VIA EMAIL

Ref. 63442

December 8, 2023

His Worship Kevin Cameron
Mayor of the Village of Port Alice
Email: mayor@portalice.ca

RE: New legislation to support local government housing initiatives

Dear Mayor Kevin Cameron:

As you are aware, last week, the Province passed three bills that change the way local governments plan for new housing in their communities: Bills 44, 46, and 47, along with Bill 35, which regulates short-term rentals. While the legislation establishes the framework for the new rules, many of the details that describe how these changes will work on the ground are set out in regulation, and site standards and expectations around development are laid out in provincial policy manuals.

We have prioritized releasing the regulations and policy manuals to help local governments meet the June 30, 2024 requirements for small-scale multi-unit housing and transit-oriented development areas (TOD areas). Yesterday, the regulations and policy manuals for those requirements were released and are posted online here: [Local government housing initiatives - Province of British Columbia](#).

The regulation for small-scale multi-unit housing sets out the minimum number of dwelling units by parcel size and proximity to frequent transit, prescribes the frequency of transit bus stops, and establishes the minimum population threshold for legislation to apply to certain communities. It also includes an exemption to the legislation for hazardous conditions.

.../2

Office of the
Minister of Housing

Website:
www.gov.bc.ca/housing

Mailing Address:
PO Box 9074 Stn Prov Govt
Victoria BC V8W 9E9
Phone: 236 478-3970

Location:
Parliament Buildings
Victoria BC V8V 1X4
Email: HOUS.Minister@gov.bc.ca

The policy manual supports local governments to implement the zoning bylaw amendments required under the legislation. It establishes provincial expectations for implementation of the requirements, which must be considered when preparing, amending, or adopting a zoning bylaw to permit the use and density required by the small-scale multi-unit housing legislation. Further information will be provided in January about the criteria and process for extensions.

The regulations for TOD Areas designate the 52 TOD Areas that are now in effect by regulation (see attachment 1) and the full list of TOD Areas that must be designated by June 30, 2024 (see attachment 2). They also bring the provisions of Bill 47 into effect and set out the details for those provisions, such as the minimum allowable density (see attachment 3) and the applicable distance from transit stations. Bill 47 allows the Province to designate TOD Areas by order if a local government does not or designates incorrectly.

The TOD manual establishes provincial expectations for municipalities to implement the requirements, such as when designating TOD Areas by bylaw, making zoning decisions, and updating parking bylaws.

The regulations for the *Short-Term Rental Accommodation Act* (STRAA) set out where the principal residence requirement applies, exemptions, and how local governments and entities can opt-in or out of the requirement. The policy guidance provides information about how the STRAA, and related amendments to the *Local Government Act*, *Community Charter*, and *Vancouver Charter* apply to local governments, including local government bylaws related to short-term rentals. Yesterday, the regulations and policy guidance were released and are posted online here: [Policy guidance for local governments](#).

Early in the new year, we will be releasing regulations and a policy manual for updating Housing Needs Reports and policy guidance for implementing the new development finance tools [expanded Development Cost Charges (Levies) and Amenity Contribution Costs Charges.]

In my previous letter, I mentioned that we are exploring policy options and additional tools for facilitating the delivery of affordable housing, including the potential for inclusionary zoning and other tools to support a range of outcomes. I look forward to being able to share more in 2024 on these initiatives.

I appreciate how much work is in front of your local government to meet the requirements. The Ministry is committed to supporting your team in this work. We will be notifying you later this month of the amount your local government will receive from the \$51 million funding to support planning and capacity to meet these new requirements. Ministry staff will also be in touch with your administration about a webinar series for local government staff leading the work to implement the changes.

Sincerely,



Ravi Kahlon
Minister of Housing

Attachments

pc: The Honourable Rob Fleming, Minister of Transportation and Infrastructure
The Honourable Anne Kang, Minister of Municipal Affairs
Teri Collins, Deputy Minister, Ministry of Housing
Kaye Krishna, Deputy Minister, Ministry of Transportation and Infrastructure
Okenge Yuma Morisho, Deputy Minister, Ministry of Municipal Affairs
Tara Faganello, Assistant Deputy Minister, Ministry of Municipal Affairs
Bindi Sawchuk, Assistant Deputy Minister, Ministry of Housing
Kevin Volk, Assistant Deputy Minister, Ministry of Transportation and Infrastructure
Bonnie Danyk, Chief Administrative Officer, Village of Port Alice
(cao@portalice.ca)

Links:

- Local Government Housing Initiatives webpage with links to Bill 44 and 47 Housing Statute Regulations and the Provincial policy manuals for small-scale multi-unit housing and Transit-Oriented Development Areas:
<https://www2.gov.bc.ca/gov/content/housing-tenancy/local-governments-and-housing/housing-initiatives>
- Bill 35 Policy Guidance for Local Governments: [Policy guidance for local governments.](#)

Attachment 1: Transit-Oriented Development Areas Designated by Regulation (in effect)

Burnaby

- Brentwood Town Centre Station
- Burquitlam Station*
- Joyce – Collingwood Station*
- Lougheed Town Centre Station
- Metrotown Station
- Patterson Station
- Rupert Station*
- Sperling – Burnaby Lake Station

Chilliwack

- Downtown Chilliwack Exchange

Coquitlam

- Burquitlam Station
- Coquitlam Central Station
- Inlet Centre Station*
- Lafarge Lake – Douglas Station
- Lincoln Station
- Lougheed Town Centre Station*
- Moody Centre Station*

Kamloops

- Lansdowne Exchange
- North Shore Exchange

Kelowna

- Okanagan College Exchange
- Rutland Exchange

Maple Ridge

- Port Haney Station

Mission

- Mission City Station

New Westminster

- Columbia Station
- New Westminster Station

North Vancouver (District)

- Phibbs Exchange

Port Coquitlam

- Coquitlam Central Station*
- Lincoln Station*

Port Moody

- Inlet Centre Station
- Moody Centre Station

Richmond

- Aberdeen Station
- Bridgeport Station
- Capstan Station
- Lansdowne Station
- Marine Drive Station*
- Richmond – Brighthouse Station

Saanich

- Uptown Exchange

Surrey

- 152nd Street Station
- 160th Street Station
- 166th Street Station
- 184th Street Station
- 190th Street Station
- Columbia Station*

Vancouver

- 29th Avenue Station
- Arbutus Station
- Bridgeport Station*
- Broadway – City Hall Station
- Great Northern Way – Emily Carr Station
- Joyce – Collingwood Station
- King Edward Station
- Langara – 49th Avenue Station
- Marine Drive Station
- Mount Pleasant Station
- Nanaimo Station
- Oak – VGH Station
- Oakridge – 41st Avenue Station
- Olympic Village Station
- Renfrew Station
- Rupert Station
- South Granville Station
- Stadium – Chinatown Station
- VCC – Clark Station
- Waterfront Station

Victoria

- Legislature Exchange

*Overlap TOD Area from adjacent municipality

Attachment 2: TOD Areas that must be designated by June 30, 2024

140th Street Station	Haney Place Exchange	Patterson Station
152nd Street Station	Holdom Station	Peachtree Square Exchange
160th Street Station	Hospital Exchange	Penticton Plaza Exchange
166th Street Station	Inlet Centre Station	Phibbs Exchange
184th Street Station	Joyce – Collingwood Station	Pitt Meadows Station
190th Street Station	King Edward Station	Port Coquitlam Station
196th Street Station	King George Station	Port Haney Station
203rd Street Station	Kootenay Loop Exchange	Production Way – University Station
22nd Street Station	Lafarge Lake – Douglas Station	Renfrew Station
29th Avenue Station	Lake City Way Station	Richmond – Brighthouse Station
Aberdeen Station	Langara – 49th Avenue Station	Royal Oak Exchange
Arbutus Station	Langford Exchange	Royal Oak Station
Bourquin Exchange	Langley Centre Exchange	Rupert Station
Braid Station	Lansdowne Exchange	Rutland Exchange
Brentwood Town Centre Station	Lansdowne Station	Sapperton Station
Bridgeport Station	Legislature Exchange	Scott Road Station
Broadway – City Hall Station	Lincoln Station	Scottsdale Exchange
Burquitlam Station	Lonsdale Quay Exchange	South Granville Station
Burrard Station	Lougheed Town Centre Station	Sperling – Burnaby Lake Station
Capilano University Exchange	Main Street – Science World Station	Stadium – Chinatown Station
Capstan Station	Maple Meadows Station	Surrey Central Station
Columbia Station	Marine Drive Station	TRU Exchange
Colwood Exchange	Metrotown Station	UNBC Exchange
Commercial – Broadway Station	Mission City Station	Uptown Exchange
Coquitlam Central Station	Moody Centre Station	UVic Exchange
Country Club Exchange	Mount Pleasant Station	Vancouver City Centre Station
Downtown Chilliwack Exchange	Nanaimo Station	VCC – Clark Station
Downtown Exchange	New Westminster Station	VGH Exchange
Dunbar Loop Exchange	Newton Exchange	Village Green Centre Exchange
Edmonds Station	North Shore Exchange	VIU Exchange
Gateway Station	Oak – VGH Station	Waterfront Station
Gilmore Station	Oakridge – 41st Avenue Station	Woodgrove Exchange
Gondola Exchange	Okanagan College Exchange	Yaletown – Roundhouse Station
Granville Station	Olympic Village Station	
Great Northern Way – Emily Carr Station	Orchard Park Exchange	
Guildford Mall Exchange		

Attachment 3: Distances, Transit Stations and Densities by Category

Municipality	Transit Hub Type	Prescribed Distance	Minimum Allowable Density (FAR)	Minimum Allowable Height (Storeys)
Burnaby	Sky Train/ Canada Line (Rapid Transit Stop)	200m or less	Up to 5.0	Up to 20
Delta				
Coquitlam				
Langley (City + Township)		200m – 400m	Up to 4.0	Up to 12
Maple Ridge				
North Vancouver (City + District)	Prescribed Bus Exchange or West Coast Express Station	400m – 800m	Up to 3.0	Up to 8
New Westminster				
Pitt Meadows				
Port Coquitlam		200m or less	Up to 4.0	Up to 12
Port Moody				
Richmond				
Surrey				
Vancouver		200m – 400m	Up to 3.0	Up to 8
Abbotsford	Prescribed Bus Exchange			
Chilliwack		200m or less	Up to 3.5	Up to 10
Colwood				
Kamloops				
Kelowna				
Langford				
Mission				
Nanaimo				
Prince George		200m – 400m	Up to 2.5	Up to 6
Saanich District				
Vernon				
Victoria				
View Royal				