

MINUTES OF THE COMMITTEE OF THE WHOLE
Monday, March 4, 2024 @ 6:00 PM
In the City Hall Council Chambers & Via Video-Conference
4850 Argyle Street, Port Alberni, BC

Present: Mayor S. Minions
Councillor D. Dame
Councillor J. Douglas
Councillor D. Haggard
Councillor C. Mealey
Councillor C. Solda

Absent: Councillor T. Patola

Staff: M. Fox, Chief Administrative Officer
D. Monteith, Director of Corporate Services
S. Smith, Director of Development Services/Deputy CAO
A. McGifford, Director of Finance
J. MacDonald, Director of Infrastructure Services
W. Thorpe, Director of Parks, Recreation and Culture
F. Guevarra, IT Support
S. Darling, Deputy Director of Corporate Services/Recording Secretary

Gallery: 25 & 2 Electronically

A. CALL TO ORDER & APPROVAL OF THE AGENDA

The meeting was called to order at 6:00 PM.

MOVED AND SECONDED, THAT the agenda be approved, as circulated.

CARRIED

B. ADOPTION OF MINUTES

MOVED AND SECONDED, THAT the minutes of the meeting held at 6:00 pm on February 20, 2024, be adopted, as presented.

CARRIED

C. PUBLIC INPUT PERIOD

M. Gosselin

Spoke to reducing the proposed tax increase.

P. Finch

Spoke to reducing the proposed tax increase particularly as it relates to staffing, capital and maintenance expenses.

L. Leblanc

Spoke to reducing the proposed tax increase in support of seniors and the need for a Seniors' Advisory Committee.

M. Rose

Spoke to reducing the proposed tax increase.

N. Anderson

Spoke to reducing the proposed tax increase in support of seniors.

S. Alvarez

Spoke to reducing the proposed tax increase as it relates to the cost of living and the increasing unhoused population.

Charlaine

Spoke to Bill 36 – *Health Professions and Occupations Act* and reducing the proposed tax increase.

D. DELEGATIONS

1. **Arrowsmith Rotary**

T. Deakin, President, M. Ramsay, future president and P. Craig, Executive Member presented an update on the Community Banner Painting Program noting that after 15 years, 2024 is the final year of Banner Painting.

2. **Ministry of Transportation and Infrastructure**

M. Pearson, District Manager and A. Timpa, Program Engineer provided an update on the Beaver Creek Road roundabout and pedestrian safety improvements on Johnston Road [Hwy 4].

3. **Alberni-Clayoquot Regional District**

D. Sailland, Chief Administrative Officer and T. Fong, Chief Financial Officer provided an overview of the draft 2024-2028 Financial Plan.

Councillor Dame left the meeting at 7:00 pm and returned at 7:03 pm.

E. UNFINISHED BUSINESS

1. **2024-2028 Financial Plan | Tax Roll and Capital Review**

MOVED AND SECONDED, THAT the Committee of the Whole recommend that Council apply the \$135,000 in fines received by bylaw to Financial Plan line item 15210 'Fines and Parking Tickets'.

CARRIED

MOVED AND SECONDED, THAT the Committee of the Whole recommend that Council direct a prior year budget amendment to reassign the Gas Tax Funds allocated for the Connect the Quays Pathway project and the Burde Street Paving project totalling \$1.188 Million from the Growing Communities Fund.

CARRIED

MOVED AND SECONDED, THAT the Committee of the Whole recommend that Council fund \$157,500 for ballfield improvements from the Alberni Valley Community Forest Reserve.

CARRIED

Councillor Douglas left the meeting at 7:54 pm and returned at 7:57 pm.

MOVED AND SECONDED, THAT the Committee of the Whole recommend that Council cancel the Fire Hall fueling station project for 2024 and consider reallocating the funding in 2025 if required and further, that staff explore alternative fueling options.

CARRIED

MOVED AND SECONDED, THAT the Committee of the Whole recommend that Council remove the \$30,000 in capital funding for McLean Mill National Historic Site.

CARRIED

MOVED AND SECONDED, THAT the Committee of the Whole recommend that Council move the Echo Centre table and chair project to 2025.

CARRIED

MOVED AND SECONDED, THAT the Committee of the Whole recommend that Council direct administration to include design work for the Canal Beach Pier project within the 2025 Financial Plan with construction included for 2026.

CARRIED

F. STAFF REPORTS

G. CORRESPONDENCE

H. NEW BUSINESS

1. City Involvement in Local Events

MOVED AND SECONDED, THAT the Committee of the Whole recommends Council direct staff to contact čišaaʔath and Hupačasath First Nations to confirm what involvement or contribution would be most meaningful for the City of Port Alberni to provide each Nation for National Day for Truth and Reconciliation.

CARRIED

MOVED AND SECONDED, THAT the Committee of the Whole recommends Council direct staff to contact the Toy Run organizers to indicate that the First Night events in 2024 and beyond will be City-led, and that the Toy Run is welcome to run their own activities within the criteria outlined in the event-driven category.

CARRIED

Councillor Douglas recused himself at 8:50 pm as it pertains to his involvement with the Polar Bear Swim event.

MOVED AND SECONDED, THAT the Committee of the Whole recommends Council direct staff to contact the Polar Bear Swim organizers to indicate that the Polar Bear Swim in 2025 and beyond will meet the criteria as outlined in the event-driven category.

CARRIED

Councillor Douglas returned to the meeting at 8:51 pm.

MOVED AND SECONDED, THAT the Committee of the Whole recommends Council defer the 'City Involvement in Local Events' report to a future Committee of the Whole meeting to include additional information as requested and to provide an overview of the Community Investment Program.

CARRIED

Councillor Haggard left the meeting at 8:52 pm and returned at 8:54 pm.

2. **Recreation Fees and Charges Bylaw**

MOVED AND SECONDED, THAT the Committee of the Whole recommends Council direct administration to update recreation fees and charges as of September 1, 2024 to reflect the 2024 median of the following communities: Campbell River, Courtenay, Comox, Esquimalt, Oak Bay, Powell River.

CARRIED

MOVED AND SECONDED, THAT the Committee of the Whole recommends Council direct administration to implement a fee for sports field use starting September 1, 2024 based on the median of the six comparator communities: Campbell River, Courtenay, Comox, Esquimalt, Oak Bay, Powell River;

AND FURTHER, THAT staff prepare a report outlining options permitting exemptions for sports field fees associated with children/youth sports and charitable events.

CARRIED

MOVED AND SECONDED, THAT the Committee of the Whole recommends Council direct staff to prepare a report outlining options that would permit City residents [including Tseshaht and Hupacasath First Nations] priority status for Parks, Recreation and Culture services.

CARRIED

3. **Fees and Charges | Engineering & Public Works**

MOVED AND SECONDED, THAT the Committee of the Whole recommend that Council direct administration to increase fees for utility service connections to bring them in alignment with comparable sized municipalities on Vancouver Island as outlined in the report 'Fees and Charges | Engineering and Public Works' dated February 26, 2024;

AND FURTHER, THAT staff review "Fees and Charges Bylaw, 2007, Bylaw No. 4665" and where required, make the necessary rate amendments to ensure full cost recovery.

CARRIED

4. **Development Cost Charges | Reserve Establishment & Update**

MOVED AND SECONDED, THAT the Committee of the Whole recommend Council endorse the consolidated reserve establishment bylaw for the following Development Cost Charges Reserves:

- *Water Development Cost Charges Reserve*
- *Sewer Development Cost Charges Reserve*
- *Storm Drainage Development Cost Charges Reserve*
- *Highway Facilities Development Cost Charges Reserve*
- *Parkland Development Cost Charges Reserve*

CARRIED

MOVED AND SECONDED, THAT the Committee of the Whole recommend that Council direct administration to update the Development Cost Charges Bylaw and further, establish a Community Amenity Charges Bylaw in alignment and as informed by the Official Community Plan update and Master Plan process.

CARRIED

3. **Fees and Charges | Engineering & Public Works CONTINUED**

MOVED AND SECONDED, THAT the Committee of the Whole recommend that Council direct Administration to review the overall utility service connection application process, and to investigate requirements to include estimates and actual costs of construction for the fees charged.

CARRIED

5. **Revitalization Tax Exemption Programs**

MOVED AND SECONDED, THAT the Committee of the Whole recommend that Council direct staff to bring forward a report to a Committee of the Whole meeting considering the repeal of bylaws related to Revitalization Tax Exemption Programs.

CARRIED

6. **Ministry of Environment | Air Emissions**

WHEREAS, Catalyst Paper is committed to conducting business in a manner that protects the environment, conserves resources, reduces its environmental footprint and ensures sustainable development; and

WHEREAS, Catalyst Paper has actively minimized impacts with respect to air emissions over the last 10 years;

THEREFORE, BE IT RESOLVED THAT the Committee of the Whole recommend that Council direct staff to write a letter to the Ministry of Environment requesting that they reduce the air emissions permit for Catalyst Paper by 70% as per the recommendation of the Alberni Valley Air Quality Council, thereby formalizing and bringing into alignment those standards currently being realized by Catalyst Paper.

CARRIED

I. QUESTION PERIOD

Luann

Inquired regarding public participation at Council meetings online.

M. Gosselin

Inquired regarding utilizing staff resources to investigate opportunities to reduce budget costs.

Councillor Haggard left the meeting at 9:34 pm and returned at 9:44 pm.

J. Leskosek

Inquired regarding major industry taxation rates, development cost charges, capital project costs, local events and Somass Lands yearly costing.

J. ADJOURNMENT

MOVED and SECONDED, THAT the meeting adjourn at 9:50 pm.

CARRIED

CERTIFIED CORRECT



Mayor



Corporate Officer