

**MINUTES OF THE REGULAR MEETING OF COUNCIL**  
**Monday, March 25, 2024 @ 2:00 PM**  
**In the City Hall Council Chambers & Via Video-Conference**  
**4850 Argyle Street, Port Alberni, BC**

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**Present:** Mayor S. Minions  
Councillor D. Dame [ electronic participation]  
Councillor J. Douglas [electronic participation]  
Councillor D. Haggard [electronic participation]  
Councillor C. Mealey  
Councillor C. Solda  
Councillor T. Patola

**Staff:** M. Fox, Chief Administrative Officer  
S. Smith, Director of Development Services/Deputy CAO  
D. Monteith, Director of Corporate Services  
A. McGifford, Director of Finance  
S. Darling, Deputy Director of Corporate Services | Recording Secretary  
J. Pelech, Manager of Information Services

**Gallery:** 13

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

The meeting was called to order at 2:00 PM.

*MOVED AND SECONDED, THAT the agenda be amended to include an item under 'New Business' L.6 | Outdoor Burning and Trail Signage. The agenda was then adopted, as amended.*  
**CARRIED**

**B. ADOPTION OF MINUTES**

*MOVED AND SECONDED, THAT the Minutes of the Special meeting held at 12:00 pm and Regular Council meeting held at 2:00 pm on March 11, 2024 be adopted, as presented.*  
**CARRIED**

**C. DELEGATIONS**

**D. UNFINISHED BUSINESS**

1. **Western Vancouver Island Industrial Heritage Society (WVIIHS) | Railway Operations Update**

*MOVED AND SECONDED, THAT Council refer the report entitled 'Western Vancouver Island Industrial Heritage Society (WVIIHS) | Railway Operations Update' to the April 15, 2024 Committee of the Whole meeting for further discussion and further, that Council direct staff to work with the Society in the interim to move forward with the Request for Proposals for works needed.*

**CARRIED | Res. No. 24-144**

2. **2024-2028 Financial Plan**

*MOVED AND SECONDED, THAT Council continue to de-link major industry Class 4 and light industry Class 5 and set an effective tax rate for light industry that is approximately 20 per thousand lower than major industry to rebalance the tax share and lower the effective tax rate of Class 1.*

**CARRIED | Res. No. 24-145**

**E. STAFF REPORTS**

1. **Accounts**

*MOVED AND SECONDED, THAT the certification of the Director of Finance dated March 25, 2024, be received and the cheques numbered 154532 to 154621 inclusive, in payment of accounts totalling \$1,624,570.64, be approved.*

**CARRIED | Res. No. 24-146**

**F. BYLAWS**

1. **Development Cost Charges Bylaw**

*MOVED AND SECONDED, THAT "Development Cost Charges Reserve Fund Establishment Bylaw No. 5102, 2024" be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5102.*

**CARRIED | Res. No. 24-147**

2. **Zoning Bylaw Amendment | 3045, 3053, 3063 Kingsway Avenue**

*MOVED AND SECONDED, THAT "Zoning Amendment (3045, 3053, 3063 Kingsway Avenue) Bylaw No. 5096" be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5096.*

**CARRIED | Res. No. 24-148**

3. **2024-2028 Financial Plan | 3<sup>rd</sup> Reading**

*MOVED AND SECONDED, THAT "City of Port Alberni 2024 – 2028 Financial Plan Bylaw No. 5097, 2024" be read a third time, as amended.*

**CARRIED | Res. No. 24-149**

**G. CORRESPONDENCE FOR ACTION**

1. **Port Alberni Port Authority**

*MOVED AND SECONDED, THAT Council authorize the Port Alberni Port Authority use of the parking area at the Harbour Quay for the purpose of a community event on Saturday, June 22, 2024 from 9:00 am to 12:00 pm on Centennial Pier subject to:*

- *the notification of emergency services and BC Transit;*
- *consultation with all affected businesses/residents;*
- *implementation of a Traffic Plan; and*
- *provision of standard liability insurance in the amount of \$5M [minimum].*

**CARRIED | Res. No. 24-150**

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2. **Alberni-Clayoquot Regional District [ACRD] | Grant Application Request**  
*MOVED AND SECONDED, THAT Council for the City of Port Alberni agrees to provide approval for the Alberni-Clayoquot Regional District (ACRD) to apply for the Union of BC Municipalities Community Emergency Preparedness Fund for Public Notification and Evacuation Route Planning Program, and authorizes the ACRD to apply for, receive, and manage grant funding on behalf of the City of Port Alberni.*  
**CARRIED | Res. No. 24-151**

**H. PROCLAMATIONS**

**I. CORRESPONDENCE FOR INFORMATION**

*The Director of Corporate Services summarized correspondence to Council as follows:*

- a. District of Hudson's Hope | Support for Bill-34
- b. Copy of City of Port Alberni Letter to Ministry of Forests | Support for Port Alberni Mill dated March 15, 2024
- c. City of Duncan | 2024 AVICC Resolution: Fail to Appear Charges in Policing Statistics  
*MOVED AND SECONDED, THAT Council direct staff to write a letter to the City of Duncan in support of their resolution to the AVICC regarding Fail to Appear Charges in Policing Statistics and proposing an amendment to include statistics related to probation-initiated charges for failure to report to probation supervisors and bail supervisors.*

**CARRIED | Res. No. 24-152**

- d. B. Kanngiesser | Johnston Road Utility Improvements

*MOVED AND SECONDED, THAT Council receive correspondence for information, as circulated.*  
**CARRIED**

**J. REPORT FROM IN-CAMERA**

**K. COUNCIL REPORTS**

1. **Council and Regional District Reports**  
*MOVED AND SECONDED, THAT the Council reports outlining recent meetings and events related to the City's business, be received.*  
**CARRIED | Res. No. 24-153**

**L. NEW BUSINESS**

1. **Seniors Advocacy**  
*MOVED AND SECONDED, THAT Council direct staff to submit a late resolution to the Association of Vancouver Island and Coastal Communities Convention and to the Union of BC Municipalities [UBCM], copied to MLA J. Osborne requesting provincial support of the recommendations outlined in the Office of the Seniors Advocate report titled 'Resourceful and Resilient: Challenges Facing BC's Rural Seniors' dated February 2024 and further, to request the creation of a rural seniors caucus within the UBCM membership.*  
**CARRIED | Res. No. 24-154**

2. **Canada Day Family Event**

*MOVED AND SECONDED, THAT Council direct staff to coordinate a 2024 Canada Day family event in conjunction with local groups/organizations and further, that staff seek grant funding opportunities.*

**CARRIED | Res. No. 24-155**

3. **Budget Presentations**

*MOVED AND SECONDED, THAT in 2025 Council direct City staff to request managers make department presentations during tax time.*

*MOVED AND SECONDED, THAT Council amend the motion that in 2025 Council direct City staff to request managers make department presentations during tax time by replacing 'during tax time' with 'prior to commencing the financial plan process'.*

**CARRIED | Res. No. 24-156**

**MAIN MOTION AS AMENDED**

*MOVED AND SECONDED, THAT in 2025 Council direct City staff to request managers make department presentations prior to commencing the financial plan process.*

**CARRIED | Res. No. 24-157**

4. **Three-Stream Waste Collection Service | Contract Renewal**

*MOVED AND SECONDED, THAT Council authorize the Mayor and Corporate Officer to renew the "3-Stream Waste Collection Service Agreement" with the Alberni-Clayoquot Regional District for the handling and shipping of recyclable materials, related to the City's curbside collecting of recyclable materials within the City until December 31, 2026.*

**CARRIED | Res. No. 24-158**

5. **Appointment of Corporate Officer**

*MOVED AND SECONDED, THAT Council appoint Sara Darling, Deputy Director of Corporate Services, as Corporate Officer and assign the responsibility of corporate administration for the City of Port Alberni to Ms. Darling in accordance with s.148 of the Community Charter effective April 5, 2024.*

**CARRIED | Res. No. 24-159**

6. **Outdoor Burning and Trail Systems Signage**

Council inquired regarding outdoor burning regulations which can be found on the City website at [Outdoor Burning | City of Port Alberni](#). Creation of trail signage was also discussed noting that the City and Alberni-Clayoquot Regional District Parks and Trails Signage Strategy is in progress pending First Nations input. Further information will be brought to Council for consideration, including opportunities for assistance from volunteer organizations such as the Alberni Valley Outdoor Club.

**M. QUESTION PERIOD**

**Gail**

Inquired regarding traffic/pedestrian safety at the intersection of Johnston Road and Elizabeth Street.

**N. Anderson**

Inquired regarding meeting process, plans for current and future traffic congestion, and the resolution regarding Seniors Advocacy.

**R. Smith**

Inquired regarding the railway crossing repairs as it relates to required standards and regulations and ownership of track occupied lands.

**Charlaine**

Inquired regarding climate change, previous vaccine passport requirements, and the Financial Plan as it relates to the AV Multiplex and Bylaw Enforcement budgets.

**J. Leskosek**

Inquired regarding EV charging locations for the multi-family housing development on Kingsway Avenue.

**N. IN-CAMERA**

*MOVED AND SECONDED, THAT Council close the meeting to the public as per the Community Charter, section(s):*

*Section 90 (1)(c): labour relations or other employee relations;*

*Section 90 (1)(e): the acquisition, disposition or expropriation of land or improvements and where the council considers that disclosure could reasonably be expected to harm the interests of the municipality.*

**CARRIED**

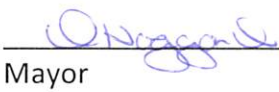
**O. RISE AND REPORT**

**P. ADJOURNMENT**

*MOVED AND SECONDED, THAT the meeting adjourn at 4:58 pm.*

**CARRIED**

CERTIFIED CORRECT

For: \_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer