

**MINUTES OF THE COMMITTEE OF THE WHOLE**  
**Monday, July 29, 2024 @ 6:00 PM**  
**In the City Hall Council Chambers & Via Video-Conference**  
**4850 Argyle Street, Port Alberni, BC**

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Present: Mayor S. Minions [Electronic]  
Councillor D. Dame  
Councillor D. Haggard  
Councillor C. Mealey  
Councillor T. Patola  
Councillor C. Solda [Chair]

Staff: M. Fox, Chief Administrative Officer  
S. Smith, Director of Development Services / Deputy CAO  
D. Leurebourg, Director of Corporate Services  
A. McGifford, Director of Finance  
J. MacDonald, Director of Infrastructure Services  
K. Bodin, Director of Human Resources  
W. Mihalicz, Manager of Parks  
S. Bourgoin, Manager of Recreation Services  
Mary Clare Massicotte, Manager of Community Safety and Social Development  
C. Wright, Manager of Operations  
J. Pelech, Manager of Information Services  
S. Darling, Deputy Director of Corporate Services /Recording Secretary

Gallery: 35

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

The meeting was called to order at 6:01 PM.

*MOVED AND SECONDED, THAT the agenda be adopted, as circulated.*

**CARRIED**

**B. ADOPTION OF MINUTES**

*MOVED AND SECONDED, THAT the minutes of the meeting held at 6:00 pm on June 17, 2024 be adopted, as presented.*

**CARRIED**

**C. PUBLIC INPUT PERIOD**

**D. DELEGATIONS**

**1. Echo Sunshine Club**

Member, J. Van Dusen presented on the potential effects of the proposed Parks, Recreation and Culture rental fee increases for the Echo Sunshine Club.

**2. Truck Loggers Association & Forestry Works for BC**

Executive Director, B. Brash and discussed the challenges facing the forest sector in BC.

**E. UNFINISHED BUSINESS**

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**F. STAFF REPORTS**

**1. Quarterly Departmental Reports**

*MOVED AND SECONDED, THAT the Committee of the Whole receive the Quarterly Reports from the Engineering, Public Works, Finance & IT, Parks, Recreation & Culture, and Human Resources departments for the period April 1 – June 30, 2024.*

**CARRIED**

The Committee of the Whole recessed the meeting at 7:36 pm.

The Committee of the Whole resumed its meeting at 7:41 pm with all members of the Committee in attendance as outlined.

**2. Service Level Reports**

*MOVED AND SECONDED, THAT the Committee of the Whole receive the Service Level reports from the Corporate Services, Community Safety and Social Development, Human Resources and Engineering & Public Works departments for the period 2025-2029.*

**CARRIED**

*MOVED AND SECONDED, THAT the Committee of the Whole proceed beyond 3 hours.*

**CARRIED**

**G. CORRESPONDENCE**

**1. Various letters offering condolences on the passing of Councillor John Douglas**

*MOVED AND SECONDED, THAT the Committee of the Whole direct staff to respond in thanks to the letters received offering condolences on the passing of Councillor John Douglas.*

**CARRIED**

**H. NEW BUSINESS**

**1. Public Bench Standards**

*MOVED AND SECONDED, THAT the Committee of the Whole recommend that Council direct staff to develop City-wide park, memorial and pedestrian bench standards including a placement strategy associated with a needs analysis.*

**CARRIED**

*MOVED AND SECONDED, THAT the Committee of the Whole recommend that Council direct staff to terminate the contract for bench placement and advertising effective December 31, 2024.*

**CARRIED**

**I. QUESTION PERIOD**

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**J. ADJOURNMENT**

*MOVED and SECONDED, THAT the meeting adjourn at 9:03 pm.*

**CARRIED**

CERTIFIED CORRECT



Mayor



Corporate Officer