

**MINUTES OF THE REGULAR MEETING OF COUNCIL  
HELD MONDAY, JULY 10, 2017 AT 2:00 PM  
IN THE CITY HALL COUNCIL CHAMBERS**

**PRESENT:** Mayor Ruttan; Councillors McLeman, Minions, Paulson and Sauvé

**REGRETS:** Councillors Alemany and Washington

**A. APPROVAL OF AGENDA**

*It was moved and seconded:*

*That the agenda be approved with addition of late item H.3 Alberni Valley Hospice Society as circulated.*

CARRIED

**B. ADOPTION OF MINUTES**

*It was moved and seconded:*

*That the minutes of the Special Meeting held at 5:30 pm and Regular Council Meeting held at 7:00 pm on June 26, 2017, be adopted.*

CARRIED

**C. PUBLIC INPUT PERIOD**

Terri Gray commented on her complaints regarding bylaw issues that she feels are not being addressed in relation to a property on 10<sup>th</sup> Avenue.

**D. DELEGATIONS**

**1. Introduction of Building Inspector**

Rob Gaudreault, Parks Supervisor introduced the City's new Building Inspector, Kevin Peters, who commenced employment on Friday, July 7<sup>th</sup>, 2017.

**2. Alberni Valley Community Stakeholders Initiative to End Homelessness (AVCSI)**

Terry Deakin presented Port Alberni's Strategic Plan to House our Community and End Homelessness as well as an overview of the Housing Forum final report.

Council agreed to link the report to the City's website and further encouraged AVCSI to meet with the Director of Development Services to review potential sites for housing projects.

**E. UNFINISHED BUSINESS                      NIL**

**F. STAFF REPORTS**

**1. Accounts**

*That the certification of the Director of Finance dated July 10, 2017 be received and the cheques numbered 139272 to 139341 inclusive, in payment of accounts totalling \$17,333,069.69, be approved.*

**2. Deputy City Clerk – Reconciliation Committee Terms of Reference**

*It was moved and seconded:*

***That Council for the City of Port Alberni accept the Reconciliation Committee Terms of Reference as presented.***

CARRIED

**3. City Clerk – Twin City Brewing Company – Manufacturing Facility Structural Change Application**

*It was moved and seconded:*

***That Council for the City of Port Alberni approve the use of the City's sidewalk fronting Southgate Road by Twin City Brewing Company for an outdoor seating area accommodating a maximum of 16 persons subject to the provision of appropriate insurance certification; and***

***That Council for the City of Port Alberni support the Manufacturing Facility Structural Change Application for Twin City Brewing Company operating at 4503 Margaret Street and endorse the comments as provided in the report from the City Clerk dated July 5, 2017.***

CARRIED

**4. Chief Administrative Officer – Kitchen and Yard Waste Collection**

*It was moved and seconded:*

***That the report from the CAO dated June 29, 2017 be received, and Council for the City of Port Alberni direct staff to pursue provision of a kitchen and yard waste collection service utilizing City resources, within the existing structure of solid waste collection services.***

CARRIED

**5. Fire Chief – Wildfire Protection**

*It was moved and seconded:*

***That the email dated June 25, 2017 from Peter Finch requesting Council provide the status of the City's action plan to reduce interface fire risk, preparation planning for interface fire events and a residential awareness plan, and report from the Fire Chief dated July 10, 2017 providing information regarding wildfire mitigation preparation for the Alberni Valley, be received and Council for the City of Port Alberni direct staff to work with the Alberni Clayoquot Regional District on mitigation for interface fires.***

CARRIED

**6. Current Status Report**

*It was moved and seconded:*

***That the Current Status Report be received.***

CARRIED

7. **Managers' Monthly Reports**

None.

G. **BYLAWS**

1. **“Waterworks Bylaw, Amendment No. 9 Rate Changes, Bylaw No. 4943”**

*It was moved and seconded:*

***That “Waterworks Bylaw, Amendment No. 9 Rate Changes, Bylaw No. 4943” be amended and read a third time.***

CARRIED

2. **“Sewer Connection and Regulation Bylaw, Amendment No. 11 (Sewer Rates and Septage Dump Fee) 2017, Bylaw No. 4942”**

*It was moved and seconded:*

***That “Sewer Connection and Regulation Bylaw, Amendment No. 11 (Sewer Rates and Septage Dump Fee) 2017, Bylaw No. 4942”, be now finally adopted, signed by the Mayor and Clerk, sealed with the corporate seal and numbered 4942.***

CARRIED

H. **CORRESPONDENCE FOR ACTION**

1. **Dolores and Adam Nickel**

*It was moved and seconded:*

***That the email dated June 30, 2017 requesting sidewalks and crosswalks installed in and around John Howitt Elementary School, be received and referred to staff.***

CARRIED

**2. Mae LeBlanc**

*It was moved and seconded:*

***That the email dated July 3, 2017 expressing concern regarding the lack of washroom facilities at the Victoria Quay, be received and referred to staff.***

*It was moved and seconded:*

***That the motion be amended to direct staff to place porta-potties for the summer.***

CARRIED

*It was moved and seconded:*

***That the email dated July 3, 2017 expressing concern regarding the lack of washroom facilities at the Victoria Quay, be received and staff directed to place porta-potties at Victoria Quay for the summer.***

CARRIED

**3. Alberni Valley Hospice Society**

*It was moved and seconded:*

***That the letter dated July 7, 2017 requesting a road closure on 3<sup>rd</sup> Avenue between Argyle Street and Angus Street on Friday, August 11, 2017 from 3 pm to 7 pm, be received and Council concur with the request subject to notification of emergency services, consultation with all affected businesses to minimize potential conflict and traffic concerns and provision of standard liability insurance.***

CARRIED

**I. PROCLAMATIONS**

**1. United Way**

*It was moved and seconded:*

***That the e-mail dated June 26, 2017, be received and that October be proclaimed as "United Way Month" in Port Alberni.***

CARRIED

**J. INFORMATIONAL CORRESPONDENCE**

**1. S. Charbonneau – Ministerial Enquiries Division**

Email dated June 23, 2017 from S. Charbonneau addressing the Mayor's letter of June 9, 2017 to the Minister of Immigration, Refugees and Citizenship regarding refugee policies and processing times for privately sponsored Syrian refugees.

**2. Jonathan X. Coté, Mayor of New Westminster**

Copy of a letter dated June 30, 2017 requesting support for three resolutions at the UBCM 2017 Convention addressing homelessness, restorative justice training and renovations.

**3. Alberni Valley Community Stakeholders Initiative to End Homelessness (AVCSI)**

The minutes of the June 23, 2017 meeting.

*It was moved and seconded:*

***That Informational Correspondence items numbered 1 through 3 be received and filed.***

CARRIED

**K. REPORT FROM IN-CAMERA**

**L. COUNCIL REPORTS**

**1. Mayor's Report**

*It was moved and seconded:*

*That the Mayor's verbal report be received.*

CARRIED

**2. Regional District Report (Mayor Ruttan/Councillor McLeman)**

None.

**3. Councillors' Reports**

*It was moved and seconded:*

*That the Councillors' verbal reports be received.*

CARRIED

**M. NEW BUSINESS**

None.

**N. QUESTION PERIOD**

The public and press was afforded an opportunity to ask questions of the Mayor and Council.

**O. CLOSE MEETING**

*It was moved and seconded:*

*That the meeting be closed to the public under the following provisions of the Community Charter:*

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

CARRIED

P. RISE AND REPORT

Q. ADJOURNMENT

*It was moved and seconded:*

*That the meeting adjourn at 4:26 pm.*

CARRIED

CERTIFIED CORRECT

\_\_\_\_\_  
Mayor

*Dawn Hartman*  
\_\_\_\_\_  
Clerk