

**MINUTES OF THE REGULAR MEETING OF COUNCIL
MONDAY, SEPTEMBER 4, 2018 AT 7:00 PM
IN THE CITY HALL COUNCIL CHAMBERS**

PRESENT: Mayor Ruttan; Councillors McLeman, Minions, Paulson, Sauv  and Washington

LATE: Councillor Alemany

A. CALL TO ORDER AND APPROVAL OF AGENDA

It was moved and seconded:

That the agenda be approved as circulated.

CARRIED

B. ADOPTION OF MINUTES

It was moved and seconded:

That the Minutes from the Regular Council Meeting held at 2:00 pm on August 13, 2018, be received.

CARRIED

C. PUBLIC INPUT PERIOD

1. **Al Frank**, Hills Road, operator of West Coast Hemp expressed his support for a public input process as part of Council's review of bylaws related to cannabis retail. He commented on his experience with the City in that in following all regulations, other medical marijuana dispensaries were given licenses thereby excluding his business.

D. DELEGATIONS

1. **David Swann, eco-Options Energy Cooperative**
David Swan presented the Public Consultation Phase of their proposal to build a \$170 million refinery in Port Alberni (renewable diesel). Mr. Swan indicated the potential of 150-200 jobs on a minimum 5 acre footprint and that they are currently looking at the former Cantimber site and a site on the Bamfield Road.

2. Directors, Alberni Valley Senior Citizens Homes Society

Gay Allen, Director of the Alberni Valley Senior Citizens Homes Society attended to address their letter dated August 17, 2018 expressing the Society's financial concerns and wishing to discuss the City's Permissive Tax Exemption, Community Investment Program and Commercial Revitalization Tax Exemption Programs.

It was moved and seconded:

That Council for the City of Port Alberni confirm a time to meet with the Alberni Valley Senior Citizens Homes Society to discuss their concerns.

CARRIED

E. UNFINISHED BUSINESS

1. Notice of Motion from August 13, 2018

Indigenous Court

It was moved and seconded:

That Council for the City of Port Alberni direct staff to provide a letter of support for the establishment of an Indigenous Court in Port Alberni.

CARRIED

2. Remuneration Committee - Councillor Remuneration Recommendation

It was moved and seconded:

That the report from the Committee appointed to review Council's Remuneration dated August 28, 2018 be received, and Council for the City of Port Alberni implement the option to increase the remuneration for Mayor by \$3,841 per year and for Councillor by \$1,702 per year and increase the per diem rates.

Recorded Vote:

For the motion: Councillors Paulson and McLeman
Against the motion: Councillors Washington, Minions, Sauvé and Mayor Ruttan

DEFEATED

F. STAFF REPORTS

1. Accounts

It was moved and seconded:

That the certification of the Director of Finance dated September 4, 2018 be received and the cheques numbered 142050 to 142215 inclusive, in payment of accounts totalling \$1,036,556.25, be approved.

CARRIED

2. Director of Finance - Audit Committee

It was moved and seconded:

That the minutes of the August 13, 2018 Audit Committee; the Responses to Questions arising from that meeting dated August 28, 2018, the Quarterly Analysis of Mayor and Council Travel and Convention Expenses ending June 30, 2018, the financial statements ending June 30, 2018 and the Vendor Cheque Register Report ending July 26, 2018, be received.

CARRIED

3. Director of Finance - Raymond James Ltd. Investments Portfolio Report

It was moved and seconded:

That the report dated August 28, 2018 from the Director of Finance providing an Investments Portfolio report from Raymond James Ltd, be received and a further explanation of maturity values provided.

CARRIED

4. Pat Deakin, Economic Development Manager

It was moved and seconded:

That the report from the Economic Development Manager dated August 30, 2018 providing information on the Sector Diversification by Data Design (or SD3) project, be received.

CARRIED

5. City Clerk - Royal Canadian Legion Branch #293 Alberni Valley - Liquor Licence

It was moved and seconded:

That the report from the City Clerk dated August 8, 2018 regarding a request from the Royal Canadian Legion Branch #293 to the Liquor & Cannabis Regulation Branch to transition their Liquor Primary Club Licence to a Liquor Primary Licence be received, and Council for the City of Port Alberni direct staff to provide further information on the impacts of the request.

CARRIED

6. City Clerk - Port Pub (King Edward Hotel) - 5170 Argyle Street Liquor Licence - Application for Structural/Permanent

It was moved and seconded:

That Council for the City of Port Alberni recommend to the Liquor & Cannabis Regulation Branch that the application from the Port Pub (King Edward Hotel) for a structural change to their liquor licence to accommodate renovations to their existing bar be approved.

CARRIED

It was moved and seconded:

That the Council for the City of Port Alberni recommend to the Liquor & Cannabis Regulation Branch that the application from the Port Pub (King Edward Hotel) for a permanent change to their liquor licence to extend their hours of liquor sale to 3:00 am not be approved.

CARRIED

7. City Clerk – Assignment of Corporate Administration Duties/Deputy Approving Officer

It was moved and seconded:

That the report from the City Clerk dated August 29, 2018, be received.

CARRIED

It was moved and seconded:

That in the absence of the City Clerk, the responsibility of corporate administration be assigned to the CAO.

CARRIED

It was moved and seconded:

That Council for the City of Port Alberni appoint Tim Pley, CAO as the City's Deputy Approving Officer effective September 17, 2018 and that the Land Title and Survey Authority of BC be notified of same.

CARRIED

8. **Director of Development Services - Development Permit No. 18-02 (4760 Tebo Avenue)**

It was moved and seconded:

That Council for the City of Port Alberni approve Development Permit No. 18-02 and that the City Clerk be authorized to sign the permit.

CARRIED

9. **Director of Development Services – Wastewater Treatment Facility**

It was moved and seconded:

That the report dated August 27, 2018 from the Director of Development Services regarding the award of the Wastewater Treatment Lagoon Upgrades, Construction Contract, be received.

CARRIED

It was moved and seconded:

That Council for the City of Port Alberni award Construction Contract RFP 017-18 Wastewater Treatment Lagoon Upgrades to Trittech Group for \$17,128,429.53 plus GST.

CARRIED

10. Director of Development Services - Cannabis Retail Stores

Councillor Alemany joined the meeting at 9:12 p.m.

It was moved and seconded:

That the report dated August 29, 2018 from the Director of Development Services regarding the transition from medical marijuana dispensaries to Cannabis retail stores be received and Council for the City of Port Alberni endorse the recommendations and public involvement process outlined in the report.

CARRIED

11. Current Status Report

It was moved and seconded:

That the Current Status Report be received.

CARRIED

12. Managers' Monthly Reports

Engineering and Public Works Department

It was moved and seconded:

That the monthly report from the Director of Engineering and Public Works providing information about current departmental operations, be received.

CARRIED

G. BYLAWS

1. City Clerk - "Permissive Tax Exemption Bylaw 2019, Bylaw No. 4970"

It was moved and seconded:

That the "Permissive Tax Exemption Bylaw 2019, Bylaw No. 4970", be now finally adopted, signed by the Mayor and Clerk, sealed with the corporate seal and numbered 4970.

CARRIED

2. Director of Development Services – Advisory Planning Commission

Development Application – Official Community Plan Bylaw and Zoning Bylaw
3250 and 3258 3rd Avenue

Applicant: G. McNeal and S. Gibbons

It was moved and seconded:

***That the summary report of the August 16, 2018 meeting of the
Advisory Planning Commission, be received and all
recommendations accepted.***

CARRIED

**“Official Community Plan Amendment No. 26 (3250 and 3258 3rd Avenue -
McNeal and Gibbons), Bylaw No. 4971”**

It was moved and seconded:

***That “Official Community Plan Amendment No. 26 (3250 and 3258 3rd
Avenue - McNeal and Gibbons), Bylaw No. 4971”, be introduced and
read a first time.***

CARRIED

It was moved and seconded:

***That “Official Community Plan Amendment No. 26 (3250 and 3258 3rd
Avenue - McNeal and Gibbons), Bylaw No. 4971”, be read a second
time.***

CARRIED

**“Zoning Bylaw Map Amendment No. 29 (3250 and 3258 3rd Avenue –
McNeal and Gibbons), Bylaw No. 4972”**

It was moved and seconded:

***That “Zoning Bylaw Map Amendment No. 29 (3250 and 3258 3rd
Avenue - McNeal and Gibbons), Bylaw No. 4972”, be introduced and
read a first time.***

CARRIED

It was moved and seconded:

That “Zoning Bylaw Map Amendment No. 29 (3250 and 3258 3rd Avenue - McNeal and Gibbons), Bylaw No. 4972”, be read a second time.

CARRIED

“Zoning Bylaw Text Amendment No. T15 (3250 and 3258 3rd Avenue - McNeal and Gibbons), Bylaw No. 4973”

It was moved and seconded:

That “Zoning Bylaw Text Amendment No. T15 (3250 and 3258 3rd Avenue - McNeal and Gibbons), Bylaw No. 4973”, be introduced and read a first time.

CARRIED

It was moved and seconded:

That “Zoning Bylaw Text Amendment No. T15 (3250 and 3258 3rd Avenue - McNeal and Gibbons), Bylaw No. 4973”, be read a second time.

CARRIED

It was moved and seconded:

That Bylaw No.’s 4971, 4972 and 4973 (3250 and 3258 3rd Avenue - McNeal and Gibbons), be advanced to a Public Hearing on September 24, 2018 at 5:45 pm in the City Hall Council Chambers.

CARRIED

H. CORRESPONDENCE FOR ACTION

1. David Peterson

It was moved and seconded:

That the letter dated August 9, 2018 offering suggestions aimed at fire safety within the City of Port Alberni, be received with thanks and referred to the A/Fire Chief for response.

CARRIED

2. Alberni-Clayoquot Regional District – Exempt Staff Compensation Policy for EOC Activations

It was moved and seconded:

That the letter from the Alberni-Clayoquot Regional District dated August 27, 2018 requesting Council to consider adopting an overtime policy for its exempt employees, be received.

CARRIED

It was moved and seconded:

That staff be directed to draft:

- 1. A policy regarding exempt staff compensation that mirrors the ACRD policy***
- 2. A policy regarding elected official remuneration that mirrors the ACRD policy***

both reflecting that remuneration would only be applicable when a Provincial Task # has been issued that provides for recovery of costs.

CARRIED

3. Melissa Bartley

It was moved and seconded:

That the letter from Melissa Bartley dated August 25, 2018 asking Council to consider revising the Bylaw on secondary suites in Port Alberni, be received with thanks.

CARRIED

I. PROCLAMATIONS

1. Recycling Council of British Columbia

It was moved and seconded:

That the email dated August 22, 2018 from the Recycling Council of British Columbia requesting that Council proclaim October 15, 2018 through October 21, 2018 as “Waste Reduction Week” in Port Alberni, be received and the week proclaimed as requested.

CARRIED

2. Port Alberni Fire Department, Fire Prevention Office

It was moved and seconded:

That the letter dated August 10, 2018 from the Port Alberni Fire Department, Fire Prevention Office requesting that Council proclaim October 7, 2018 through October 13, 2018 as “Fire Prevention Week” in Port Alberni, be received and the week proclaimed as requested.

CARRIED

J. INFORMATIONAL CORRESPONDENCE

1. BC Ombudsperson 2017/18 Annual Report

Email dated August 10, 2018 including BC Ombudsperson 2017/18 Annual Report (www.bcombudsperson.ca).

2. Green Communities Committee

Letter dated August 15, 2018 from the Green Communities Committee, awarding the City of Port Alberni, level 3 recognition on the Climate Action Recognition Program.

3. BC Wildfire Service

Letter dated August 27, 2018 from BC Wildfire Service in response to Mayor Ruttan’s letter to Premier John Horgan expressing concern about the state of wildfire fighting capabilities in our area and the possible risks to the citizens of Port Alberni.

4. RCMP - Municipal Policing Agreement

Letter dated August 18, 2018 providing expenditures to July 31, 2018.

5. Seniors Advisory Committee

Minutes from the August 16, 2018 meeting.

6. BC Hydro Power Smart

Email dated August 20, 2018 from BC Hydro Power Smart providing a reminder of the Beautification Fund and the application process for proposals.

It was moved and seconded:

That Informational Correspondence items numbered 1 through 6 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)

It was moved and seconded:

That in accordance with the City's Procedures Bylaw, the meeting continue beyond 10:00 p.m.

CARRIED

It was moved and seconded:

That the Regional District verbal report be received.

CARRIED

3. Councillors' Reports

It was moved and seconded:

That the Councillors' verbal reports be received.

CARRIED

M. NEW BUSINESS

1. Façade Improvement Program

It was moved and seconded:

That staff be directed to provide information regarding the Façade Improvement program and institute timelines for completion of works.

CARRIED

N. QUESTION PERIOD

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

Aaron Brevick, Highmoor Road, addressed the issue of cannabis retail asking Council if they were aware of the detail and level of information required in order to meet provincial regulations.

O. ADJOURNMENT

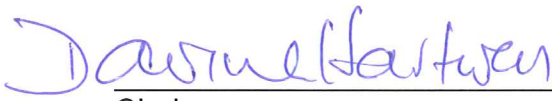
It was moved and seconded:

That the meeting adjourn at 10:15 pm.

CARRIED

CERTIFIED CORRECT

Mayor



Clerk