

**MINUTES OF THE REGULAR MEETING OF COUNCIL  
HELD MONDAY, FEBRUARY 25, 2019 AT 2:00 PM  
IN THE CITY HALL COUNCIL CHAMBERS**

**PRESENT:** Mayor Minions, Councillors Corbeil, Haggard, Paulson, Poon, Solda and Washington

**A. CALL TO ORDER AND APPROVAL OF AGENDA**  
(including introduction of late items)

*It was moved and seconded:*

***That the agenda be approved with the addition of late item F. 6(a) - CAO's updated report regarding McLean Mill.***

CARRIED

**B. ADOPTION OF MINUTES**

*It was moved and seconded:*

***That the minutes of the Regular Council Meeting held at 2:00 pm on February 11, 2019, be adopted.***

CARRIED

**C. PUBLIC INPUT PERIOD**

**1. John Douglas & Guy Langlois, Port Alberni Shelter**

Presented on the Market Gardener Training Program starting March 18<sup>th</sup>. The program seeks to engage youth in agriculture.

**2. Keith Ambrose**

Requested an update on the Arrowview Hotel demolition. The Manager of Bylaw Services advised that an Engineering firm has been retained to undertake a full assessment of requirements to make the building safe for demolition.

**D. DELEGATIONS**

**1. Joanne Sales - Broom Busters**

Presented information on Broom Buster's volunteer work in Port Alberni during 2018 and requested Council's support as they continue their efforts throughout 2019.

*It was moved and seconded:*

***That Council for the City of Port Alberni direct staff to work with Broom Busters regarding communications, signage and assistance moving forward.***

CARRIED

**2. Mark Lacroix - Community Action Team (CAT)**

Provided introductions to the Team and an overview of the work they will be undertaking in the community.

**3. Sandy McRuer - Attracting Film Production to Port Alberni**

Presented his recommendations for establishing the Alberni Valley's image in relation to the film industry.

**E. UNFINISHED BUSINESS            NIL**

**F. STAFF REPORTS**

**1. Accounts**

*It was moved and seconded:*

***That the certification of the Director of Finance dated February 25, 2019, be received and the cheques numbered 143141 to 143237 inclusive, in payment of accounts totalling \$1,440,058.70, be approved.***

CARRIED

2. **City Clerk - AV Community Forest Corporation (AVCFC)/Legacy Committee History**

*It was moved and seconded:*

***That the report from the City Clerk dated February 9, 2019, be received.***

CARRIED

*It was moved and seconded:*

***That Council for the City of Port Alberni consider the work of the Community Forest Legacy Committee complete and provide letters of thanks to its members.***

CARRIED

*It was moved and seconded:*

***That Council for the City of Port Alberni direct staff to amend the AV Community Forest Reserve Fund Bylaw to include a provision that the AVCFC Board be consulted prior to any expenditure of funds.***

CARRIED

3. **Chief Administrative Officer - AV Community Forest Small Donations Program**

*It was moved and seconded:*

***That the report from the CAO dated February 20, 2019 be received and that \$10,000.00 be distributed annually via the Community Investment Program - Alberni Valley Community Forest Stream from the City's Community Forest Reserve Fund to eligible applicants;***

***That eligible applicants meet all criteria established by the Community Investment Program, and provide benefit within the Alberni Valley;***

***And that donations made under the Community Investment Program - Alberni Valley Community Forest Stream be acknowledged as being funded by the Alberni Valley Community Forest Corporation.***

CARRIED

4. City Clerk - AV Community Forest Reserve Fund Bylaw

*It was moved and seconded:*

***That the report from the City Clerk dated February 20, 2019 be received and staff directed to submit an application to the Community Investment Program Committee for consideration of funding for basic needs associated with upcoming cruise ship visits.***

CARRIED

5. Chief Administrative Officer - McLean Mill - Log Pond Dam

*It was moved and seconded:*

***That the report from the CAO dated February 20, 2019 be received, and Council for the City of Port Alberni proceed with its commitment to remediate the McLean Mill Dam in 2019 retaining funding of \$263,000 in the 2019-2023 Draft Five Year Financial Plan for the works.***

CARRIED

The Mayor called a 10 minute recess at 3:35 p.m.

The meeting reconvened at 3:45 p.m.

6. Chief Administrative Officer - McLean Mill - Moving Forward

*It was moved and seconded:*

***That the report dated February 20, 2019 from the Chief Administrative Officer outlining options for the City in terms of managing McLean Mill, be received.***

CARRIED

6.(a) Chief Administrative Officer - McLean Mill updated report

*It was moved and seconded:*

***That the updated report from the CAO dated February 25, 2019 be received.***

CARRIED

*It was moved and seconded:*

***That Council for the City of Port Alberni approve the MMS operating budget (Minimum Operations) as received February 19<sup>th</sup>, 2019 on the basis of MMS fulfilling its full obligations set out in the Operation and Management Agreement, including management and maintenance of the McLean Mill Historic Zone.***

CARRIED

*It was moved and seconded:*

***That Council not approve the MMS capital budget as received February 19<sup>th</sup>, 2019.***

CARRIED

*It was moved and seconded:*

***That during 2019 Council develops a plan for management of the McLean Mill Historic Site after 2019.***

CARRIED

**7. Manager of Bylaw Services - BC Cannabis Store Application - Liquor Distribution Branch**

*It was moved and seconded:*

***That the report from the Manager of Bylaw Services dated February 19, 2019, be received and that Council for the City of Port Alberni supports the approval and authorization of a BC Cannabis Store, located at #303-3555 Johnston Rd, to be opened and operated by the Liquor Distribution Branch.***

CARRIED

*It was moved and seconded:*

***That Council for the City of Port Alberni directs staff to amend the Business Licence Bylaw to require government agencies obtain a City of Port Alberni business licence and pay all applicable fees.***

DEFEATED

Council was made aware that this provision will be brought back for consideration along with any other amendments required to the New Business Licence Bylaw following receipt of public input.

8. **Manager of Bylaw Services - Alberni Cannabis Store Application - Major Rai**

*It was moved and seconded:*

***That the report from the Manager of Bylaw Services dated February 19, 2019, be received and that Council for the City of Port Alberni supports the approval and authorization of the Alberni Cannabis Store located at #51-3805 Redford Street, and endorses the comments as provided in the report from the Manager of Bylaw Services dated February 19, 2019.***

CARRIED

9. **City Clerk - Alberni Harbour Quay, Unit #3 - 5440 Argyle Street, Janet Marchant**

*It was moved and seconded:*

***That Council for the City of Port Alberni authorize the Mayor and Clerk to enter into a lease for Unit #3 at the Alberni Harbour Quay with Janet Marchant for a two year term commencing March 1, 2019 at the current monthly rent of \$745.77 per month plus taxes.***

CARRIED

10. **Managers' Reports**

**Director of Parks, Recreation and Heritage**

*It was moved and seconded:*

***That the monthly report from the Director of Parks, Recreation and Heritage providing information about current departmental operations, be received.***

CARRIED

G. **BYLAWS**

1. **Manager of Planning - Traffic Impact Study Summary - Anderson Hill**

*It was moved and seconded:*

***That the report dated February 20, 2019 from the Manager of Planning, be received.***

CARRIED

*It was moved and seconded:*

***That “Zoning Bylaw Map Amendment No. 30 (4000 Burde Street - Anderson Hill), Bylaw No. 4977” be now finally adopted, signed by the Mayor and Clerk, sealed with the corporate seal and numbered 4977.***

CARRIED

H. CORRESPONDENCE FOR ACTION NIL

I. PROCLAMATIONS NIL

J. INFORMATIONAL CORRESPONDENCE

1. **Vancouver Island Regional Library**

E-mail dated February 8, 2019 attaching its latest edition of "From the Board Table".

2. **Advisory Traffic Committee**

Minutes from the January 23, 2019 meeting.

3. **Leslie West**

Letter dated February 20, 2019 from Leslie West regarding enforcing the “No Idle” Bylaw and creating co-op housing projects.

4. **Royal Canadian Legion Branch #293 - Wounded Warrior Run**

Letter dated February 19, 2019 from the Alberni Valley Royal Canadian Legion providing information regarding the Wounded Warriors Run and inviting Council and City staff to attend a welcoming event on March 1<sup>st</sup>.

*It was moved and seconded:*

***That Informational Correspondence items numbered 1 through 4 be received and filed.***

CARRIED

K. REPORT FROM IN-CAMERA NIL

**L. COUNCIL REPORTS**

**1. Council and Regional District Reports**

*It was moved and seconded:*

***That the Mayor's verbal report outlining recent meetings and events related to the City's business, be received.***

CARRIED

It was moved and seconded:

***That in accordance with the provisions of the City's Procedures Bylaw, the meeting continue beyond 5:00 p.m.***

CARRIED

*It was moved and seconded:*

***That the Council reports outlining recent meetings and events related to the City's business, be received.***

CARRIED

**M. NEW BUSINESS            NIL**

**N. QUESTION PERIOD**

**1. John Adams**

Requested an update on the McLean Mill septic system and asked if an inspection has occurred. The CAO responded that an inspection will occur and a report provided to Council when the results are received.

**2. Keith Ambrose**

Asked Council if existing wildlife on the Harbourview Lands will be considered if development takes place. Mayor Minions commented that public consultation has been ongoing and that Mayor and Council will consider this matter further at a subsequent meeting.

**3. Joseph Calenda, Interim City Planner**

Addressed Mayor and Council to say thank you for his employment and time with the City of Port Alberni.

O. ADJOURNMENT

*It was moved and seconded:*

***That the meeting adjourn at 5:14 pm.***

CARRIED

CERTIFIED CORRECT

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Mayor

Dawn Hartwell  
Clerk