

**MINUTES OF REGULAR MEETING OF COUNCIL  
MONDAY, NOVEMBER 14, 2016 AT 7:00 PM  
IN THE CITY HALL COUNCIL CHAMBERS**

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

Mayor Ruttan provided information regarding the deferment of property taxes.

**A. APPROVAL OF AGENDA (including introduction of late items)**

*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 of the Regular Council Meeting held at 7:00 pm on October 24, 2016, be adopted.*

CARRIED

**C. PUBLIC INPUT PERIOD**

None.

**D. DELEGATIONS**

**1. Mike Cooke – Call Center**

Discussed the proposed creation of a call/data center in Port Alberni and the associated employment benefits for the community.

**2. Industrial Heritage Society (IHS) - McLean Mill**

Hugh Grist and Ken Rutherford discussed the 2016 operating season and requested \$55,000 to cover a financial shortfall experienced largely due to issues pertaining to the purchase of a new kitchen for the McLean Mill.

*It was moved and seconded:*

*That Council for the City of Port Alberni refer the request for \$55,000 from the Industrial Heritage Society to the Chief Administrative Officer to work with the Society and the Board of Management and report back to Council at the November 28, 2016 Regular Meeting.*

CARRIED

**ENTERED**

B.1 (b)

**3. Bill Surry – Thunder in the Valley**

Mr. Surry highlighted the economic impact of the 2016 Thunder in the Valley drag race event noting 3,000 spectators were in attendance with visitors spending approximately \$350-\$400 per day. Mr. Surry also thanked the City and Catalyst Paper for their support and presented Council with a cheque for \$6,500 to cover the costs associated with the burn out box and brushing.

**E. UNFINISHED BUSINESS NIL**

**F. STAFF REPORTS**

**1. Accounts**

*It was moved and seconded:*

***That the certification of the Director of Finance dated November 14, 2016 be received and the cheques numbered 136936 to 137164 inclusive, in payment of accounts totalling \$904,362.70, be approved.***

CARRIED

**2. City Clerk - Alberni Valley Community Forest Corporation**

*It was moved and seconded:*

***That Council for the City of Port Alberni endorse the Alberni Valley Community Forest Corporation Resolutions of Shareholder in Writing as presented.***

CARRIED

The Mayor called a recess at 8:25 p.m.

The meeting resumed at 8:35 p.m.

**3. 2017-2021 Five-Year Financial Plan**

**a) Deputy City Clerk/Communications Coordinator – 2017 Budget Survey Results**

The Deputy City Clerk/Communications Coordinator reviewed the results of the 2017 Budget Survey. It was noted that 275 submissions were received with over 100 qualitative responses provided regarding City services.

*It was moved and seconded:*

***That the report dated November 8, 2016 from the Deputy City Clerk/Communications Coordinator providing the results of the 2017 Budget Survey, be received.***

CARRIED

**b) Chief Administrative Officer - 2017-2021 Financial Plan**

The Chief Administrative Officer provided a budgetary overview highlighting pertinent issues regarding the development of the provisional 2017 – 2021 Five-Year Financial Plan and requested Council's direction.

*It was moved and seconded:*

***That Council for the City of Port Alberni direct staff to proceed with the preparation of the 2017-2021 provisional financial plan providing for a gradual redirection of heavy industrial tax revenue to infrastructure and reserve funds, anticipated to result in an approximate shift in operational dependency on industrial taxation revenues of 2% per year.***

CARRIED

**4. Director of Finance - UBCM Asset Management Planning Grant Application**

*It was moved and seconded:*

***That the report dated October 27, 2016 from the Director of Finance, be received and Council for the City of Port Alberni support the Asset Management Planning Program Grant application through the Union of BC Municipalities in the amount of \$10,000 with matching funds from Community Works Gas Tax.***

CARRIED

**5. Director of Finance - British Columbia Clean Water and Wastewater Fund Grant Application, City of Port Alberni Wastewater Treatment Upgrades Project**

*It was moved and seconded:*

***That the report dated November 7, 2016 from the Director of Finance, be received and Council for the City of Port Alberni support the City of Port Alberni Wastewater Treatment Upgrades Project grant application through the Canada - British Columbia Clean Water and Wastewater Fund of \$7,480,000 with funds of \$3,820,000 from the Municipal Finance Authority; and commit to funding operations, maintenance, and plans for replacement of the City of Port Alberni Wastewater Treatment Upgrades Project infrastructure.***

**CARRIED**

**6. Chief Administrative Officer (CAO) - Compensation Policy for Exempt Staff Assuming Senior Responsibilities**

*It was moved and seconded:*

***That the report dated November 3, 2016 from the CAO be received, and Council for the City of Port Alberni adopt the policy entitled 'Acting Pay for Exempt Employees' dated November 14, 2016, as presented.***

**CARRIED**

**7. Deputy City Clerk/Communications Coordinator - Community Gardens**

*It was moved and seconded:*

***That the report dated November 7, 2016 from the Deputy City Clerk/Communications Coordinator be received, and Council for the City of Port Alberni approve and adopt the proposed City of Port Alberni 'Community Gardens Policy'.***

**CARRIED**

**8. Current Status Report**

*It was moved and seconded:*

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

**CARRIED**

9. **Managers' Monthly Reports**

**Planning Department**

*It was moved and seconded:*

*That the monthly report from the City Planner providing information about current departmental operations, be received.*

CARRIED

G. **BYLAWS**

1. **"City of Port Alberni Cemetery Management, Amendment No. 1, Bylaw No. 4922"**

*It was moved and seconded:*

*That "City of Port Alberni Cemetery Management, Amendment No. 1, Bylaw No. 4922", be now finally adopted, signed by the Mayor and Clerk, sealed with the corporate seal and numbered 4922.*

CARRIED

2. **City Planner - Advisory Planning Commission**

**Development Application:** Official Community Plan Bylaw and Zoning Bylaw  
**2720 Burde Street** - Lot A, District Lot 139, Alberni District, Plan EPP53945; and  
**3551 Bulwer Avenue** - Lot 9, Block 27, District Lot 139, Alberni District Plan  
VIP1562

**Applicant:** C. Evans and C. Evans-Pauli

**Development Application:** Zoning Bylaw  
**4080 McBride Street** - Lot 21, District Lot 112, Alberni District, Plan 896, Except  
the East 300 Feet of the South 156 Feet and Except Part in Plans 23424,  
VIP56064 and EPP633356

**Applicant:** J. and P. Lindsay

**Development Application:** Official Community Plan Bylaw and Zoning Bylaw  
**5350 Russell Street** - Lot 2, Section 9, Alberni District, Plan 15459

**Applicant:** John Jessup & Associates

*It was moved and seconded:*

***That the summary report of the October 20, 2016 meeting of the Advisory Planning Commission, be received.***

CARRIED

**"Official Community Plan Amendment No. 22 (2720 Burde Street - Evans), Bylaw No. 4923**

*It was moved and seconded:*

***That "Official Community Plan Amendment No. 22 (2720 Burde Street - Evans), Bylaw No. 4923", be now introduced and read a first time.***

CARRIED

*It was moved and seconded:*

***That "Official Community Plan Amendment No. 22 (2720 Burde Street - Evans), Bylaw No. 4923", be read a second time.***

CARRIED

**"Zoning Amendment No. 17 (2720 Burde Street - Evans), Bylaw No. 4924"**

*It was moved and seconded:*

***That "Zoning Amendment No. 17 (2720 Burde Street - Evans), Bylaw No. 4924", be now introduced and read a first time.***

CARRIED

*It was moved and seconded:*

***That "Zoning Amendment No. 17 (2720 Burde Street - Evans), Bylaw No. 4924", be read a second time.***

CARRIED

**"Zoning Amendment No. 18 (4080 McBride Street - Lindsay), Bylaw No. 4925"**

*It was moved and seconded:*

***That "Zoning Amendment No. 18 (4080 McBride Street - Lindsay), Bylaw No. 4925", be now introduced and read a first time.***

CARRIED

*It was moved and seconded:*

***That "Zoning Amendment No. 18 (4080 McBride Street - Lindsay), Bylaw No. 4925", be read a second time.***

CARRIED

*It was moved and seconded:*

***That in accordance with the Council Procedures Bylaw, the meeting continue beyond 10:00 p.m.***

CARRIED

**Setting Public Hearing for Bylaws Numbered 4923, 4924 and 4925**

*It was moved and seconded:*

***That the following Bylaws be advanced to a Public Hearing on Monday, November 28, 2016 at 6:00 pm in the City Hall Council Chambers:***

- ***"Official Community Plan Amendment No. 22 (2720 Burde Street - Evans), Bylaw No. 4923",***
- ***"Zoning Amendment No. 17 (2720 Burde Street - Evans), Bylaw No. 4924"; and***
- ***"Zoning Amendment No. 18 (4080 McBride Street - Lindsay), Bylaw No. 4925"***

CARRIED

**"Official Community Plan Amendment No. 23 (5350 Russell Street - Rainbow Gardens), Bylaw No. 4926"**

*It was moved and seconded:*

***That "Official Community Plan Amendment No. 23 (5350 Russell Street - Rainbow Gardens), Bylaw No. 4926", be now introduced and read a first time.***

CARRIED

*It was moved and seconded:*

***That "Official Community Plan Amendment No. 23 (5350 Russell Street - Rainbow Gardens), Bylaw No. 4926", be read a second time.***

CARRIED

**"Zoning Amendment No. 19 (5350 Russell Street - Rainbow Gardens),  
Bylaw No. 4927"**

*It was moved and seconded:*

***That "Zoning Amendment No. 19 (5350 Russell Street - Rainbow Gardens), Bylaw No. 4927", be now introduced and read a first time.***

CARRIED

*It was moved and seconded:*

***That "Zoning Amendment No. 19 (5350 Russell Street - Rainbow Gardens), Bylaw No. 4927", be read a second time.***

CARRIED

**Setting Public Hearing for Bylaws Numbered 4926 and 4927**

*It was moved and seconded:*

***That the following Bylaws be advanced to a Public Hearing on Monday, December 5, 2016 at 5:00 pm in the City Hall Council Chambers:***

- ***"Official Community Plan Amendment No. 23 (5350 Russell Street - Rainbow Gardens), Bylaw No. 4926";***
- ***"Zoning Amendment No. 19 (5350 Russell Street - Rainbow Gardens), Bylaw No. 4927"***

CARRIED

**3. "Zoning Bylaw Map Amendment No. 14 (5820 Pierce Road - R. Van Vliet),  
Bylaw No. 4909"**

*It was moved and seconded:*

***That "Zoning Bylaw Map Amendment No. 14 (5820 Pierce Road - R. Van Vliet), Bylaw No. 4909", be now finally adopted, signed by the Mayor and Clerk, sealed with the corporate seal and numbered 4909.***

CARRIED

**4. Five Year Financial Plan Bylaw 2016-2020, Amendment No. 1**

*It was moved and seconded:*

***That the report dated November 4, 2016 from the Director of Finance requesting approval of "Five Year Financial Plan 2016-2020, Amendment No. 1, Bylaw No. 4928", be received.***

**CARRIED**

**"Five Year Financial Plan Bylaw 2016-2020, Amendment No. 1, Bylaw No. 4928"**

*It was moved and seconded:*

***That "Five Year Financial Plan Bylaw 2016-2020, Amendment No. 1, Bylaw No. 4928", be now introduced and read a first time.***

**CARRIED**

*It was moved and seconded:*

***That "Five Year Financial Plan Bylaw 2016-2020, Amendment No. 1, Bylaw No. 4928", be read a second time.***

**CARRIED**

*It was moved and seconded:*

***That "Five Year Financial Plan Bylaw 2016-2020, Amendment No. 1, Bylaw No. 4928", be read a third time.***

**CARRIED**

**H. CORRESPONDENCE FOR ACTION**

**1. Peter Finch**

*It was moved and seconded:*

***E-mail dated October 25, 2016 from Peter Finch expressing concern regarding interface fires, be received and referred to staff for a response.***

**CARRIED**

2. **Roman Catholic Parish**

*It was moved and seconded:*

***That the letter dated October 18, 2016 from the Roman Catholic Parish requesting use of City streets for their annual "Walk for Peace Day" on January 1, 2017 be approved subject to no disruptions to traffic and the group assuming full responsibility for the event.***

CARRIED

3. **Greg Alkerton**

*It was moved and seconded:*

***That the e-mail dated November 6, 2016 requesting Council's leadership to discourage marketing and other Christmas promotions until after Remembrance Day as a show of respect for veterans, be received and the writer acknowledged with thanks.***

CARRIED

I. **PROCLAMATIONS**      NIL

J. **INFORMATIONAL CORRESPONDENCE**

1. **Gary Banys**

E-mail dated October 26, 2016 requesting traffic improvements to upper Redford Street. *(Note: this request has been forwarded to the Advisory Traffic Committee).*

2. **BC Salmon Farmers Association**

Letter dated October 25, 2016 enclosing a copy of their Sustainability Progress Report.

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

Notes from the October 28, 2016 AVCSI meeting.

4. **RCMP, E Division HQ - Municipal Policing Agreement**

Letter dated July 20, 2016 providing expenditures to September 30, 2016.

5. **The Truck Loggers Association**

E-mail dated October 28, 2016 regarding the Truck Loggers Association Convention at the Westin Bayshore Hotel in Vancouver from January 18 to 20, 2017.

6. **Advisory Traffic Committee Meeting**  
The minutes of the October 19, 2016 meeting.
7. **Food Security and Climate Disruption Committee**  
Minutes from the September 1 and October 6, 2016 meetings.
8. **Ministry of Finance, Gaming Policy and Enforcement Branch**  
Letter dated October 25, 2016 advising of the \$117,569.57 payment to the City representing casino revenue for the period July to September, 2016 and a report dated November 1, 2016 from the Director of Finance regarding the allocation of funds.
9. **Association of Vancouver Island and Coastal Communities (AVICC)**  
Information regarding the 2017 AVICC Annual General Meeting & Convention, the Resolutions Notice/Request for Submissions and the Call for Nominations for AVICC Executive. (*Note: Resolutions and Nominations deadline is February 21, 2017*).
10. **Minister of Children and Family Development**  
E-mail dated November 2, 2016 provides information on "Adoption Awareness Month" and advising that a new online tool has been launched to streamline the adoptions process ([www.gov.bc.ca/adoptbckids](http://www.gov.bc.ca/adoptbckids)).
11. **Ministry of Transportation and Infrastructure**  
Providing the "Horne Lake Connector Updated Assessment" - Final Summary Report.
12. **Western Forest Products Inc.**  
News Release dated October 21, 2016 advising that a settlement has been reached for the April 2011 harvesting rights reduction in Tree Farm Licence 44.
13. **Union of British Columbia Municipalities (UBCM)**  
Letter dated October 31, 2016 replying to the Mayor's letter dated October 18, 2016 regarding the process and outcome of Resolution C-27 "Protection of Old-Growth Forests" at the UBCM Convention.
14. **Laurel Lenormand**  
Copy of a letter dated October 26, 2016 expressing concern regarding the recent destruction of a cougar and suggesting a deer cull be conducted instead.

*It was moved and seconded:*

***That with respect to item 5, Council authorize the travel and associated expenses for the Mayor and up two additional members of Council to attend the Truck Loggers Association Convention on January 18-20, 2017 at the Westin Bayshore, Vancouver.***

**CARRIED**

*It was moved and seconded:*

***That Informational Correspondence items numbered 1 through 14 be received and filed.***

CARRIED

**K. REPORT FROM IN-CAMERA      NIL**

**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 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**

Councillor Alemany provided notices of motion as follows:

- The submission of a resolution to the Association of Vancouver Island and Coastal Communities (AVICC) regarding leaves of absence from work for local government elected officials; and
- Direction to staff to investigate transit connections with the Nanaimo Regional District.

**N. QUESTION PERIOD**

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

**O. ADJOURNMENT**

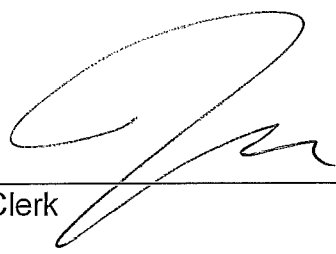
*It was moved and seconded:*

***That the meeting adjourn at 10:42 p.m.***

**CARRIED**

CERTIFIED CORRECT

\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Clerk