MINUTES OF THE REGULAR MEETING OF COUNCIL HELD MONDAY, JANUARY 14, 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 as circulated.

CARRIED

B. ADOPTION OF MINUTES

It was moved and seconded:

That the minutes of the Special Meeting held at 3:00 pm and Regular Council Meeting held at 7:00 pm on December 10, 2018, be adopted.

CARRIED

C. PUBLIC INPUT PERIOD

Bob Kanngiesser commented on the proposed grant funding application for Williamson Park improvements and suggesting The Gyro Club be included in ongoing discussions. He also commented on proposed council remuneration increases being based on CPI which he feels doesn't accurately reflect the average wage.

Keith Ambrose noted he is a neighbor of the Bread of Life and expressed his concerns regarding issues he has had in the area, including food attracting birds and other animals.



D. DELEGATIONS

1. Bill Collette, Alberni Valley Chamber of Commerce

Presented information on the Municipal and Regional District Tax (Hotel Tax) noting that Port Alberni currently does not leverage that tax which could generate funds to market the community.

Peter Muggleston, Chair of Alberni Valley Tourism and owner, Best Western Plus was also in attendance and provided history regarding the MRDT in the community noting that currently 4 properties currently collect tax which is used 100% to market the Alberni Valley.

It was moved and seconded:

That Council for the City of Port Alberni direct staff to work with the Alberni Valley Chamber of Commerce and other agencies regarding implementation of the Municipal Regional District Tax.

CARRIED

2. Jim Sears, Chair, Alberni Valley Community Forest Corporation

Mr. Sears announced a dividend to the City of \$150,000 from the Alberni Valley Community Forest Corporation 2017 fiscal operations. He also requested Council's support of a Small Donations Program administered by the Board.

If was moved and seconded:

That Council for the City of Port Alberni direct staff to work with the Alberni Valley Community Forest Board regarding options for establishing a Small Donations Program and to provide background regarding the Community Forest Legacy Committee and its Terms of Reference.

E. UNFINISHED BUSINESS

1. City Clerk – Response to Questions from December 10, 2018 Regular Meeting

It was moved and seconded:

That the report from the City Clerk responding to questions from the December 10, 2018 regular meeting of Council be received.

CARRIED

F. STAFF REPORTS

1. Accounts

It was moved and seconded:

That the certification of the Director of Finance dated January 14, 2019, be received and the cheques numbered 142856 to 143056 inclusive, in payment of accounts totalling \$3,186,119.89, be approved.

<u>CARRIED</u>

2. Chief Administrative Officer – Government to Government Accord

It was moved and seconded:

That Council for the City of Port Alberni endorse the Government to Government Accord between the Tseshaht First Nation and the City of Port Alberni as presented.

CARRIED

3. Chief Administrative Officer – Government to Government Accord

It is moved and seconded:

That Council for the City of Port Alberni endorse the Government to Government Accord between the Hupacasath First Nation and the City of Port Alberni as presented.

4. Consulting City Planner – Development Permit No. 18-06 (4410 Glenwood Drive)

It is moved and seconded:

That Council for the City of Port Alberni approve Development Permit No. 18-06 and that the City Clerk be authorized to sign the permit including the following Schedule B development plans attached:

- a. Schedule B Site Plan: Drawing No. 3458-C01 as amended with additional building shown in blue pen.
- b. Schedule B Drawing No. 1, Building Layout
- c. Schedule B Drawing No. 2, Anchor Bolt Plan
- d. Schedule B Drawing No. 3, Roof Sheeting
- e. Schedule B Drawing No. 4, Roof Framing Plan
- f. Schedule B Drawing No. 5, Sidewall Sheeting and Trim Frame Line A
- g. Schedule B Drawing No. 6, Sidewall Sheeting and Trim Frame Line C
- h. Schedule B Drawing No. 7, Endwall Sheeting and Trim Frame Line 1
- i. Schedule B Drawing No. 8, Endwall Sheeting and Trim Frame Line 9
- j. Schedule B Drawing No. 9, Frame Cross Section Frame Line 2, 3, 4, 5, 6, 7, 8

CARRIED

5. Manager of Human Resources – Salary Administration - Exempt Staff Remuneration

It was moved and seconded:

That the report from the Manager of Human Resources dated January 8, 2019 be received, and Council for the City of Port Alberni adopt the policy entitled 'Salary Administration – Exempt Positions' as presented, replacing the previous policy dated May 9, 2016.

CARRIED

6. Manager of Bylaw Services – Secondary Suites

It was moved and seconded:

That the report from the Manager of Bylaw Services dated January 7th, 2019, be received.

<u>CARRIED</u>

That Council for the City of Port Alberni authorize staff to prepare amendments to the City's Zoning Bylaw for the consideration of new definitions and provisions relative to secondary suites.

CARRIED

7. Manager of Bylaw Services – New Business License Bylaw

It was moved and seconded:

That the report from the Manager of Bylaw Services dated January 3rd, 2019, be received.

CARRIED

It was moved and seconded:

That Council for the City of Port Alberni authorize City staff to draft a new Business License Bylaw for the consideration of new classifications to business licensing.

CARRIED

8. Director of Parks, Recreation and Heritage – Recreation Infrastructure Grant

It was moved and seconded:

That the report from the Director of Parks, Recreation & Heritage dated January 4, 2019, be received.

CARRIED

It was moved and seconded:

That Council for the City of Port Alberni support a grant funding application for Project IC0107 (Williamson Park Refresh) through the Investing in Canada Infrastructure Program – Community, Culture and Recreation stream and commit to its share (\$1,066,800) of the project.

9. City Clerk - Lease of Property to Handy Andy Maintenance Ltd.

It was moved and seconded:

That Council for the City of Port Alberni authorize the Mayor and Clerk to enter into a lease agreement with Handy Andy Maintenance Ltd. for the portion of lane adjacent to the property at 4917 Burde Street for a two year period at a cost of \$375.00 per year plus taxes effective January 1st, 2019.

CARRIED

10. Chief Administrative Officer – 2019-2023 Five Year Financial Plan

It was moved and seconded:

That the report from the CAO dated January 10, 2019, be received and Council proceed with consideration of the 2019-2023 Five Year Financial Plan generally as outlined.

CARRIED

- G. BYLAWS
- 1. City Clerk December 10, 2018 Public Hearing

It was moved and seconded:

That the report of the Public Hearing held December 10, 2018 regarding Bylaw No. 4974, be received.

CARRIED

2. Development Services Technician – "Zoning Text Amendment No. T16 (Microbrewery in C7 – Core Business), Bylaw No. 4974"

It was moved and seconded:

That the report from the Development Services Technician dated December 12, 2018, be received.

<u>CARRIED</u>

That "Zoning Text Amendment No. T16 (Microbrewery in C7 – Core Business), Bylaw No. 4974" be now finally adopted, signed by the Mayor and Clerk, sealed with the corporate seal and numbered 4974.

CARRIED

3. Manager of Bylaw Services – "Council Remuneration and Expenses Bylaw 4835-4"

It was moved and seconded:

That the report from the Manager of Bylaw Services dated January 7, 2019 be received.

CARRIED

It was moved and seconded:

That "Council Remuneration and Expenses Bylaw 4835-4 be introduced and read a first time.

CARRIED

It was moved and seconded:

That "Council Remuneration and Expenses Bylaw 4835-4" be read a second time.

CARRIED

It was moved and seconded:

That "Council Remuneration and Expenses Bylaw 4835-4" be read a third time.

CARRIED

4. Consulting City Planner – Advisory Planning Commission

It was moved and seconded:

That the summary report of the December 20, 2018 meeting of the Advisory Planning Commission, be received and all recommendations accepted.

That Council for the City of Port Alberni direct staff to update the City's bylaws in regards to smoking (including cannabis).

CARRIED

"Zoning Text Amendment No. T17 (Cannabis Retail Stores Regulations), Bylaw No. 4979"

It was moved and seconded:

That "Zoning Text Amendment No. T17 (Cannabis Retail Stores Regulations), Bylaw No. 4979", be introduced and read a first time.

CARRIED

It was moved and seconded:

That "Zoning Text Amendment No. T17 (Cannabis Retail Stores Regulations), Bylaw No. 4979", be read a second time.

CARRIED

It was moved and seconded:

That "Zoning Text Amendment No. T17 (Cannabis Retail Stores Regulations), Bylaw No. 4979", be advanced to a Public Hearing on February 4, 2019 at 6:00 pm in the City Hall Council Chambers.

CARRIED

H. CORRESPONDENCE FOR ACTION

1. Dr. Owen Brown

It was moved and seconded:

That the letter dated December 27, 2018 from Dr. Owen Brown requesting that Council consider an Xterra triathlon, be received and referred to staff for consideration.

2. Community Arts Council of the Alberni Valley

It was moved and seconded:

That the letter dated December 27, 2018 from the Community Arts Council of the Alberni Valley, be received and Council for the City of Port Alberni direct staff to bring forward a report and recommendations on next steps.

CARRIED

I. <u>PROCLAMATIONS</u> NIL

J. <u>INFORMATIONAL CORRESPONDENCE</u>

1. Air Quality Council

Minutes from the December 6, 2018 meeting.

2. BC Transit

Providing a copy their 2017/2018 Annual Performance Summary for the Port Alberni Conventional Transit System.

3. E-Comm 911

Letter dated November 30, 2018 offering congratulations on the recent election and inviting Mayor and Council to tour the E-Comm facility in Vancouver.

4. Union of British Columbia Municipalities – Gas Tax Agreement Community Works Fund Payment

Letter dated December 10, 2018 advising that UBCM is distributing the second of two Community Works Fund payments for fiscal year 2018-2019 in the amount of \$419,557.46.

5. BC Hydro

Email dated January 4, 2019 providing a copy of their Vancouver Island Community Relations Annual Report and a report on the storm damage that occurred on December 20th, 2018.

6. Alberni Valley Museum and Heritage Commission

Minutes of the December 5, 2018 meeting.

It was moved and seconded:

That information from BC Hydro (J. 5) regarding re-greening grant funding opportunities be referred to staff for review.

That Informational Correspondence items numbered 1 through 6 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 Council reports outlining recent meetings and events related to the City's business, be received.

CARRIED

M. <u>NEW BUSINESS</u>

1. Nominations

It was moved and seconded:

That Council for the City of Port Alberni support the nomination of Councillor Solda to the position of Director at Large with the Association of Vancouver Island & Coastal Communities.

<u>CARRIED</u>

It was moved and seconded:

That Council for the City of Port Alberni support the nomination of Councillor Solda to the PRIMECorp BC Board of Directors.

<u>CARRIED</u>

That Council for the City of Port Alberni direct staff to extend an invitation to the BC Assessment Authority to attend the next regular meeting of Council to provide an overview of assessments in our community.

CARRIED

N. QUESTION PERIOD

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

Keith Ambrose commented on cell phone distractions and stated his objection to picture taking.

Joel Marriott asked how he could engage with the community regarding his business, Owl's Path Tourism. Mr. Marriott was referred to the Economic Development Manager as a first step.

O. <u>ADJOURNMENT</u>

It was moved and seconded:

That the meeting adjourn at 3:55 pm.

CERTIFIED CORRECT	
	DavineHartwen
Mayor	Clerk

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