

MINUTES of the REGULAR MEETING OF COUNCIL
held Monday, March 30, 2020 @ 2 PM
Via Video-Conference

PRESENT: Mayor Minions [Council Chambers - 4850 Argyle Street]
Councillor R. Corbeil
Councillor D. Haggard
Councillor R. Paulson
Councillor H. Poon
Councillor C. Solda
Councillor D. Washington

Gallery: In order to adhere to required social distancing protocols and protect the health and safety of citizens no public were permitted to be in attendance.

A. CALL TO ORDER & APPROVAL OF THE AGENDA

MOVED and SECONDED, THAT the agenda be approved as circulated.

CARRIED

B. ADOPTION OF MINUTES

MOVED and SECONDED, THAT the minutes of the Regular Council meeting held at 2:00 pm on March 9, 2020 be adopted.

CARRIED

C. PUBLIC INPUT PERIOD

D. DELEGATIONS

E. UNFINISHED BUSINESS

F. STAFF REPORTS

1. Accounts

MOVED and SECONDED, THAT the certification of the Director of Finance dated March 30, 2020, be received and the cheques numbered 145823 to 145962 inclusive, in payment of accounts totalling \$2,758,860.09, be approved.

CARRIED

2. City Clerk – Harbour Quay Lease – Unit #8 – 5440 Argyle Street

R20-64

MOVED AND SECONDED, THAT Council for the City of Port Alberni authorize the Mayor and Clerk to enter into a lease agreement for Unit #8 at the Alberni Harbour Quay with Salmonberry's Emporium (Deana Bolger) for a further five year term commencing May 1, 2020 and ending April 30, 2025 at a monthly rent of \$1,411.44 per month plus GST for the first year, and increasing January 1st each year thereafter, based on the B.C. Consumer Price Index.

CARRIED

3. City Clerk – 3rd Avenue Façade Improvements

R20-65

MOVED AND SECONDED, THAT the report dated March 17, 2020 providing information in response to Council's request for an update and options regarding 3123 3rd Avenue building façade, be received; that no action be taken for two months; and further that the issue be brought back for consideration.

CARRIED

4. Director of Parks, Recreation and Heritage – Canadian Mental Health Association (CHMA) Caretaker Residences Report

Mayor Minions declared a perceived conflict of interest due to the nature of her husband's new employment with CMHA and departed the meeting. Acting Mayor Corbeil assumed the chair.

R20-66

MOVED AND SECONDED, THAT Council authorize the lease agreement between the City of Port Alberni and the Canadian Mental Health Association – Port Alberni effective April 1, 2020 and expiring March 31, 2024, for City caretaker units located at Roger Creek Park, Russell Park, Williamson Park, Blair Park, Klitsa Park and the Paper Mill Dam.

CARRIED

Mayor Minions returned to the meeting and assumed the Chair.

5. Director of Finance – Transfer of Cheque Signing Authority

R20-67

MOVED AND SECONDED, THAT Council for the City of Port Alberni endorse the resolution titled 'Cheque Signing Authority' attached hereto, authorizing Mayor Minions, and Andrew McGifford, Director of Finance to sign all cheques drawn on the City of Port Alberni's accounts.

CARRIED

6. Director of Finance – BC Transit – Fares Waived

R20-68

MOVED AND SECONDED, THAT Council endorse provisions to forego bus transit revenues in the City of Port Alberni for a 30-day period effective March 20, 2020.

CARRIED

- 7. Director of Finance – 2020 – 2024 Financial Plan Amendments – COVID-19 Impacts**
R20-69 *MOVED AND SECONDED, THAT Council direct staff to conduct a review of the City's Five Year Financial Plan 2020 – 2024 Bylaw No. 5003 for the purpose of identifying all reasonable options for amendment and maintain services required through the COVID-19 event; prioritize new and emerging expenses to enable recovery from the COVID-19 event; and adjust anticipated revenues and expenses to more accurately reflect city facility closures and cancelled programmes as a result of the COVID-19 pandemic and that staff provide this information to Council for its consideration and review.*
CARRIED

- 8. Manager of Planning – 4517 Redford Street – Proposed Amendment to Housing Agreement**
R20-70 *MOVED AND SECONDED, THAT Council direct staff to proceed with preparation of the relevant bylaw to amend the Housing Agreement specific to 4517 Redford Street, to accommodate a Community Care Facility.*
CARRIED

G. BYLAWS

- 1. Manager of Planning – Official Community Plan and Zoning Bylaw Amendments – 4450 Maitland Street**

Councillor Paulson declared a conflict of interest as a Director of the Alberni Low Energy Housing Society and left the meeting.

MOVED AND SECONDED, THAT the report of the Public Hearing held March 9, 2020 regarding Bylaw No.'s 5000 and 5001, be received.
CARRIED

- R20-71** *MOVED AND SECONDED, THAT "Official Community Plan Amendment No. 29 (4450 Maitland Street - Alberni Low Energy Housing), Bylaw No. 5000", be read a third time.*
CARRIED

- R20-72** *MOVED AND SECONDED, THAT "Official Community Plan Amendment No. 29 (4450 Maitland Street - Alberni Low Energy Housing), Bylaw No. 5000", be now finally adopted, signed by the Mayor and Clerk, sealed with the corporate seal and numbered 5000.*
CARRIED

- R20-73** *MOVED AND SECONDED, THAT "Zoning Bylaw Amendment No.37 (4450 Maitland Street - Alberni Low Energy Housing), Bylaw No. 5001", be read a third time.*
CARRIED

- R20-74** *MOVED AND SECONDED, THAT "Zoning Bylaw Amendment No.37 (4450 Maitland Street - Alberni Low Energy Housing), Bylaw No. 5001", be now finally adopted, sealed with the corporate seal and numbered 5001.*
CARRIED

Councillor Paulson returned to the meeting.

- 2. Manager of Planning – Official Community Plan and Zoning Bylaw Amendments – 5536 & 5546 Swallow Drive**
- R20-75** *MOVED AND SECONDED, THAT "Official Community Plan Amendment No. 28 (5536 and 5546 Swallow Drive – Power) Bylaw No. 4995", be now finally adopted, sealed with the corporate seal and numbered 4995.*
CARRIED
- R20-76** *MOVED AND SECONDED, THAT "Zoning Bylaw Amendment No. 36 (5536 and 5546 Swallow Drive – Power), Bylaw No. 4996", be now finally adopted, sealed with the corporate seal and numbered 4996.*
CARRIED

H. CORRESPONDENCE FOR ACTION

- 1. Agricultural Land Commission**
- R20-77** *MOVED AND SECONDED, THAT the letter dated February 6, 2020 from the ALC be received and that Council direct staff to submit an application to the ALC for non-farm use at property located at 5633 Smith Road, and known as the McLean Mill National Historic Site, reserving the right to withdraw the application and in parallel with communicating with the Federal Government in regards to the governing authority for the site.*
CARRIED
- R20-78** *MOVED AND SECONDED, THAT the operator of the non-historic zone at McLean Mill, the Chamber of Commerce, be requested to provide an update regarding the site.*
CARRIED
- 2. Nancy Neuwirth**
- R20-79** *MOVED AND SECONDED, THAT the letter from N. Neuwirth requesting Council consider providing a discount on Utility bills for seniors, be received and staff directed to review current directives from the province that may be considered.*
CARRIED
- 3. Alf Thompson**
- MOVED AND SECONDED, THAT the letter from A. Thompson regarding backyard burning, be received.*
CARRIED

4. Canadian Federation of Independent Business

R20-80 *MOVED AND SECONDED, THAT the letter received March 19, 2020 requesting Council's consideration in financial providing financial support to small business during the COVID-19 pandemic be received and that Council direct staff to respond to the CFIB that Council will consider these requests as Council moves forward with its financial planning discussions.*

CARRIED

5. Leslie Walerius

MOVED AND SECONDED, THAT the letter from Leslie Walerius requesting Council reconsider various projects identified in the Corporate Strategic Plan given the uncertainty at this time, be received.

CARRIED

6. Stephen and Jacqueline Turner

MOVED AND SECONDED, THAT the letter from Stephen and Jacqueline Turner dated March 22, 2020 requesting Council consider postponing all non-essential projects, extending the deadline for the payment of property taxes and providing a reduction on utility bills given the uncertainty surrounding COVID-19, be received.

CARRIED

7. Robert Gunn [representing a Community Coalition]

Mayor Minions declared a conflict of interest as her husband is the fund-raising coordinator for the Coalition and left the meeting. Acting Mayor Corbeil assumed the chair.

R20-81 *MOVED AND SECONDED, THAT the email dated March 24, 2020 requesting financial support to purchase food for those in serious need during the COVID-19 pandemic, be received and a donation of \$5,000 be provided.*

CARRIED

Mayor Minions returned to the meeting and assumed the chair.

I. PROCLAMATIONS

1. Save your Skin Foundation

R20-82 *MOVED AND SECONDED, THAT the letter from the Save your Skin Foundation requesting that the month of May be proclaimed 'Melanoma Awareness Month', be received and the month proclaimed as requested.*

CARRIED

2. Walk for Values Steering Committee

R20-83 *MOVED AND SECONDED, THAT the email dated February 27, 2020 from the Walk for Values Steering Committee requesting that April 24, 2020 be proclaimed as 'Human Values Day' in Port Alberni, be received and the day proclaimed as requested.*

CARRIED

3. Seniors' Week Organizing Committee

R20-84

MOVED AND SECONDED, THAT the letter dated March 25, 2020 from Karen Freethy, Recreation Programmer requesting that Council declare June 7-13, 2020 as 'Seniors' Week' in Port Alberni, be received and that the week be proclaimed as requested.
CARRIED

J. CORRESPONDENCE FOR INFORMATION

1. Alberni Valley Museum and Heritage Commission

Minutes provided for the Alberni Valley Museum and Heritage Commission meeting, held February 5, 2020.

2. Union of BC Municipalities Resolutions Process

Letter dated March 4, 2020 from the Union of BC Municipalities (UBCM) notifying members that the UBCM Executive is undertaking a review of the resolutions process.

3. District of Metchosin

Copy of a letter from Mayor John Ranns of the District of Metchosin requesting the Ministry of Health prioritize COVID-19 testing for all first responders.

K. REPORT FROM IN-CAMERA

L. COUNCIL REPORTS

1. Council and Regional District Reports

MOVED AND SECONDED, THAT the Council reports outlining recent meetings and events related to the City's business, be received.
CARRIED

M. NEW BUSINESS

N. QUESTION PERIOD

The Manager of Communications presented the following questions received from the public:

Alexa Phoenix asked about what penalties are in place for those not complying with rules and regulations in place for coronavirus. The CAO responded that any persons in violation of the provincial health act are subject to penalties and fines under the act.

Danny Brassard asked if anything is being done to help those on disability during COVID-19. The Mayor noted that she is continually trying to connect people in the community with the appropriate agencies who can provide supports. The CAO further responded that the Handydart bus operated by the regional district is still operating at no charge.

O. ADJOURNMENT

MOVED and SECONDED, THAT the meeting adjourn at 4:10 pm.

CARRIED

CERTIFIED CORRECT

Mayor



Clerk