
AGENDA - COMMITTEE OF THE WHOLE
Monday, October 16, 2023 @ 6:00 PM
In the City Hall Council Chambers & Via Video-Conference
4850 Argyle Street, Port Alberni, BC

The following pages list all agenda items received by the deadline [12:00 noon on the Wednesday before the scheduled meeting]. A sample resolution is provided for most items in italics for the consideration of Council. For a complete copy of the agenda including all correspondence and reports please refer to the City's website portalberni.ca or contact Corporate Services at 250.723.2146 or by email corp_serv@portalberni.ca

Watch the meeting live at www.portalberni.ca

Register to participate via MS Teams webinar at: <https://portalberni.ca/council-agendas-minutes>

A. CALL TO ORDER & APPROVAL OF THE AGENDA

1. Council for the City of Port Alberni respectfully acknowledges that we are holding our meeting on the unceded traditional territories of Tseshaht and Hupacasath First Nations.
2. Late items identified by Committee members.
3. Late items identified by the Corporate Officer.
4. Notice of Video Recording (live-streaming and recorded/broadcast on YouTube).

That the agenda be approved as circulated.

B. ADOPTION OF MINUTES - Page 3

1. Minutes of the meeting held at 6:00 pm on September 14, 2023, as presented.

C. PUBLIC INPUT PERIOD

An opportunity for the public to address Council on topics relevant to City Council. A maximum of six [6] speakers for no more than five [5] minutes each will be accommodated.

D. DELEGATIONS

1. **Industrial Heritage Society [IHS] - Page 7**
Ron Corbeil and Richard Spencer in attendance to provide an update of IHS activities and future plans.

E. UNFINISHED BUSINESS

F. STAFF REPORTS

1. **Official Community Plan Update - Page**
Presentation from the Director of Development Services/Deputy CAO on the Official Community Plan review and update process.

G. CORRESPONDENCE

H. NEW BUSINESS

1. **Union of British Columbia Municipalities Convention**
Council to provide a verbal report of their activities at the UBCM Convention, which took place September 11 – 15, 2023 at the Vancouver Convention Centre including those meetings held with the various ministries and agencies as follows:
 - *Premier David Eby*
 - *Ministry of Education and Child Care*
 - *Ministry of Forests*
 - *Ministry of Health*
 - *Ministry of Housing*
 - *Ministry of Jobs, Economic Development and Innovation*
 - *Ministry of Mental Health and Addictions*
 - *Ministry of Post-Secondary Education and Future Skills*
 - *Ministry of Public Safety and Solicitor General*
 - *Ministry of Social Development and Poverty Reduction*
 - *Ministry of Transportation and Infrastructure*
 - *Ministry of Water, Land and Resource Stewardship*
 - *BC Emergency Health Services*
 - *Island Health*

I. QUESTION PERIOD

An opportunity for the public to ask questions of Council on decisions or recommendations made during the course of the meeting.

J. ADJOURNMENT

That the meeting adjourn at pm.

MINUTES OF THE COMMITTEE OF THE WHOLE
Thursday, September 14, 2023 @ 6:00 PM
In the City Hall Council Chambers & Via Video-Conference
4850 Argyle Street, Port Alberni, BC

Present: Mayor S. Minions [Electronically]
Councillor D. Dame
Councillor D. Haggard
Councillor C. Mealey
Councillor T. Patola [Chair]
Councillor C. Solda

Absent: Councillor J. Douglas

Staff: M. Fox, Chief Administrative Officer
S. Smith, Director of Development Services | Deputy CAO
D. Monteith, Director of Corporate Services
A. McGifford, Director of Finance
S. Darling, Deputy Director of Corporate Services/Recording Secretary
J. Pelech, Manager of Information Technology

Gallery: 1

A. CALL TO ORDER & APPROVAL OF THE AGENDA

The meeting was called to order at 6:00 PM.

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

CARRIED

B. ADOPTION OF MINUTES

MOVED AND SECONDED, THAT the minutes of the meeting held at 4:00 pm on June 19, 2023, be adopted, as presented.

CARRIED

C. PUBLIC INPUT PERIOD

N. Anderson

Provided input regarding the opportunities for public participation at Council and Committee of the Whole meetings.

D. DELEGATIONS

1. BC Transit

Seth Wright presented an overview of the BC Transit Shared Service operating model, key projects and the Transit Future Service Plan.

Members of the Committee commented/questioned as follows *[responses, if provided, are reflected below]*:

- Replacement of diesel buses with electric?

Overall costing of diesel versus electric is being reviewed based on a number of factors related to both capital and operational budgets.

- Who is responsible for the construction and maintenance of bus shelters?
The municipality holds the responsibility for bus shelters and bus stops. There is a program that provides BC Transit branded shelters at a reduced cost [approximately \$5-\$8,000 [thousand] for a modest shelter bus stop.
- The exploration by BC Transit into inter-regional transportation is timely given increased inflation and the reduction of vehicles on the road in response to climate change.
- Wi-Fi at bus stops?
There is potential to offer Wi-Fi service in the future, would likely complement inter-regional transportation.
- Is BC Transit working with the City to align future community planning with transit plans?
Yes, this type of work is addressed within the Future Transit Service Plan.
- Within the considerations of transitioning to an electric fleet, are their contingency plans for emergencies or other events that would result in a loss of power source?

2. **Synergy Foundation**

Jill Doucette presented an overview on the circular economy framework in relation to the Somass Lands Keystone Project.

Members of the Committee commented/questioned as follows *[responses, if provided, are reflected below]*:

- What is an example of municipal policy that supports a circular economy?
The Cities of Vancouver and Victoria mandated deconstruction of homes that are older than 1960/70 in order to retrieve the valuable lumber and metal the structures are comprised of.

E. **UNFINISHED BUSINESS**

F. **STAFF REPORTS**

1. **Graffiti Removal Program**

MOVED AND SECONDED, THAT the Committee of the Whole receive the report from the Director of Corporate Services dated September 12, 2023 and titled 'Graffiti Removal Program'.

CARRIED

Members of the Committee commented/questioned as follows *[responses, if provided, are reflected below]*:

- Many buildings around the community have been affected by graffiti. When owners are not complying with the removal process, next steps such as ticketing need to be enforced.
Staff encourage Council and residents to report. There is a process to follow and a Bylaw that speaks to graffiti [Bylaw No. 4712].

- The Graffiti Removal Program has been very successful and effective throughout the years. Beautification of the City and standard of which its kept is important. The Program was intended to support business owners that were the unfortunate victims of graffiti. Results showed that when graffiti was cleaned promptly, incidents of reoccurrence decreased.

G. CORRESPONDENCE

H. NEW BUSINESS

1. Council Leave Policy

MOVED AND SECONDED, THAT the Committee of the Whole recommend Council approve Council Leave Policy 3002-4, as amended.

CARRIED

Members of the Committee commented/questioned as follows [*responses, if provided, are reflected below*]:

- The *Community Charter* is Council's governing legislation and provides a mechanism for Council leave due to injury or illness. Bereavement leave in the private sector speaks to 3 days generally whereas the proposed Council Leave Policy would permit leave up to 6 months.
- Suggest deleting wording under Section 6. Policy | Eligibility 'Other extraordinary situations' and delete wording under Section 6. Policy | Approval Process 'If approved'. In referring to other municipalities that have similar policies, it is directive in that Council must pass a resolution. This Policy would serve to provide surety to potential future Council candidates that their personal life won't interfere with their professional life and that they would not have to rely upon the political process to determine the outcome. The goal is to attract the highest quality candidates to Council and this policy provides additional assurances.
- What are the differences regarding leave between the *Community Charter* and the proposed policy?
Charter is specific to the person [Council member] where the proposed policy extends to immediate family members, bereavement and parental leave.
- Agree with policy however, some time frames could be examined.
- Time frames for some types of leave are too long i.e. 6 months.
- Council's duties include being open, accountable and ready for their constituents. The *Community Charter* addresses leave. Would support the proposed policy as it relates to the extension of family members of Council that are not covered under the *Charter*. Need to clarify time frames.

I. QUESTION PERIOD

J. ADJOURNMENT

MOVED and SECONDED, THAT the meeting adjourn at 7:32 pm.

CARRIED

CERTIFIED CORRECT

Mayor

Corporate Officer



CITY OF
PORT ALBERNI

RECEIVED

JUL 31 2023

CITY OF PORT ALBERNI

DELEGATION APPLICATION

CONTACT INFORMATION: (please print)

Full Name: R. Corbeil Organization (if applicable): Industrial Heritage Society (IHS)

Street Address: 3250A 9th Avenue, Port Alberni BC V9Y 4T2

Phone: [REDACTED]

Mailing Address: 3250A 9th Avenue, Port Alberni BC V9Y 4T2

Email: [REDACTED]

No. of Additional Participants:

[Name/Contact Information] 3: R. M. [REDACTED], R. [REDACTED]

MEETING DATE REQUESTED: October 16, 2023

PURPOSE OF PRESENTATION: (please be specific)

Provide an overview of your presentation below, or attach a one-page (maximum) outline of your presentation:

The presentation wto make council aware of the Industrial Heritage activities and plans going forward.

Requested Action by Council (if applicable):

Support for our vision/plan.

Supporting Materials/PowerPoint Presentation: ☐ No ☒ Yes

Note: If yes, must be submitted by 12:00 noon on the Wednesday before the scheduled meeting date.

SIGNATURE(S):

I/We acknowledge that only the above listed matter will be discussed during the delegation and that all communications/comments will be respectful in nature.

Signature: [Signature]

July 28, 2023

Date:

OFFICE USE ONLY:

Scheduled Meeting Date: Oct 16, 2023

Date Approved: Aug 2, 2023

Applicant Advised: Aug 2, 2023

Approved: (Deputy Director of Corporate Services)

[Signature]

- | | |
|---|---|
| <input type="checkbox"/> Council | <input type="checkbox"/> Economic Development |
| <input type="checkbox"/> Mayor | <input type="checkbox"/> Engineering/PW |
| <input type="checkbox"/> CAO | <input type="checkbox"/> Parks, Rec. & Heritage |
| <input type="checkbox"/> Finance | <input type="checkbox"/> Development Services |
| <input type="checkbox"/> Corporate Services | <input type="checkbox"/> Community Safety |
| <input checked="" type="checkbox"/> Agenda | <input type="checkbox"/> Other |
- File # 0550-30

Personal information you provide on this form is collected pursuant to Section 26 of the *Freedom of Information and Protection of Privacy Act* [FOIPPA] and will only be used for the purpose of processing this application.

Your personal information will not be released except in accordance with the *Freedom of Information and Protection of Privacy Act*.