

**MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF COUNCIL  
HELD DECEMBER 10, 2019 @ 6:00 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**

*It was moved and seconded.*

*That the agenda be approved as circulated.*

**CARRIED**

**B. 2020 – 2024 Financial Planning – External Agency Presentations**

1. **BC Transit** – Myrna Moore, Senior Manager of Government Relations attended to provide an update regarding the system performance of the Port Alberni Transit system. Highlights include:
  - overall system operated by Diversified Transportation Ltd. covers 4 routes operating 7 days per week (5 medium duty Vicinity buses; 4 light duty buses)
  - trend of annual ridership outlines an overall increase over the past 4 years with the years 2018-2019 slightly lower
  - revenue has shown a decrease of about 6% in 2018-2019 with a decrease in farebox cash, monthly and day pass sales but an increase in ticket, BC Bus Pass and Semester Pass sales.
  - total cost has decreased by 1% over last year primarily due to savings in fleet maintenance
  - new Strategic Plan and Vision launching in 2020
  - looking ahead – fare changes effective April 1, 2020
  - ACRD Electoral Area Feasibility Study – report with summary of engagement being presented in February and will be followed by more collaboration and engagement with the City of Port Alberni
  - BC Transit provides 50% funding for shelter installation costs (BC Transit to forward more info)
  - currently working towards washroom solutions for drivers
  - Handy Dart service expanding with use of taxis – looking to make in-roads on 7 day week custom service
  - potential to commence high level planning through TIPS program for expanded service

2. **BC SPCA – Sam Sattar, Branch Manager and Leon Davis, Nanaimo**  
Branch Manager attended to provide a community update in regards to the SPCA. Highlights include:

- 5 full-time and 1 part-time staff; 5 casuals; 16 volunteers working to prevent animal cruelty, promote humane education, and ensure animals find homes
- total revenues \$154,464 (adoption fees, service fees, donations)
- costs to run Shelter in 2018 \$548,120
- outline of community services offered including education, compassionate boarding, spay/neuter education and assistance
- acquisition of land from the City will enable investment in their facility and expansion of services offered
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3. **Western Vancouver Island Industrial Heritage Society (WVIIHS) – Ken Rutherford** presented options and draft budget to operate the train during 2020 focused on a run from the Train Station to Stamp Ave:

- 44 days summer weekends and special days on Fridays/Saturdays/Sundays
- revenue based on 4,500 passengers
- staffing required (manager, mechanic, some paid crewing)
- operation with diesel fuel
- track work required to meet standards
- City contribution \$150,732
- propose full operation of steam train to Mill in 2021 and beyond with City funding to be reduced from \$186,180 in 2021 to \$57,970 in 2024 (does not include funding for track maintenance on ICF right-of-way)
- reduced option includes operating on special occasions only along waterfront – less cost at \$75,000 but same costs for insurance, track maintenance, safety standards
- no operation would cost about \$30,000 to cover ongoing equipment and track maintenance for future operation
- meeting between WVIIHS, City and ICF was proposed to discuss costs and responsibilities for track maintenance

C. ADJOURNMENT

*It was moved and seconded:*

*That the meeting adjourn at 7:42 pm.*

CARRIED

CERTIFIED CORRECT

  
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Mayor  
\_\_\_\_\_  
City Clerk