

**MINUTES OF THE REGULAR MEETING OF COUNCIL
HELD MONDAY, SEPTEMBER 24, 2018 AT 7:00 PM
IN THE CITY HALL COUNCIL CHAMBERS**

PRESENT: Mayor Ruttan; Councillors Alemany, McLeman (via teleconference) Minions, Paulson, Sauvé and Washington.

A. CALL TO ORDER AND APPROVAL OF AGENDA

It was moved and seconded:

That the agenda be approved as amended to reflect delegation D2 was not attending.

CARRIED

B. ADOPTION OF MINUTES

It was moved and seconded:

That the minutes from the Special Meeting of Council held at 4:00 pm on September 4, 2018, Regular Meeting of Council held at 7:00 pm on September 4, 2018 and Special Meeting of Council held at 4:00 pm on September 17, 2018, be adopted.

It was moved and seconded:

That the motion in the minutes of the Special Meeting of Council held at 4:00 pm on September 17, 2018 be amended to read as follows:

That Council for the City of Port Alberni direct staff to arrange a meeting for Council to discuss and review its policy for provision of permissive tax exemptions in early 2019 in conjunction with the Five-Year Financial Plan process prior to inviting applications for 2020, with special emphasis given to the issues facing Pioneer Towers and Pioneer Cottages.

CARRIED

It was moved and seconded:

That the main motion be adopted as amended.

CARRIED

C. PUBLIC INPUT PERIOD

Pat Deakin, Manager of Economic Development, highlighted an upcoming event *Resilience and Recovery: the New Norm for Your Business*. Hosted by the City of Port Alberni, the Port Alberni Port Authority and BC Economic Development Association, the October 11th event provides business owners with the opportunity to learn how to prepare for and recover from a disaster in their community.

Mr. Deakin also spoke about Vancouver Island Economic Alliance's announcement that Vancouver Island has been designated a Foreign Trade Zone Point by the federal government, offering businesses exporting products certain benefits.

D. DELEGATIONS

1. Owen Jones - R. Anderson & Associates Chartered Accountants

Owen Jones presented an overview of the Auditor's Report

It was moved and seconded:

That the Auditor's Report, (in regard to the 2017 Audited Financial Statements) be received.

CARRIED

E. UNFINISHED BUSINESS

1. City Clerk - Royal Canadian Legion Branch #293 Alberni Valley - Liquor Licence

It was moved and seconded:

That the report from the City Clerk dated September 18, be received.

CARRIED

It was moved and seconded:

That Council for the City of Port Alberni support the transition from a Liquor Primary Club to a Liquor Primary Licence for The Royal Canadian Legion Branch #293.

CARRIED

2. Economic Development Manager - Façade Improvement Program

It was moved and seconded:

That the report from the Economic Development Manager advising a deadline on project completions and accessing funding in the Façade Improvement Program will be required going forward, be received.

CARRIED

F. STAFF REPORTS

1. Accounts

It was moved and seconded:

That the certification of the Director of Finance dated September 24, 2018 be received and the cheques numbered 142216 to 142330 inclusive, in payment of accounts totalling \$909,896.37, be approved.

CARRIED

2. Director of Finance - Statement of Financial Information for the Year Ended December 31, 2017

It was moved and seconded:

That the report from the Director of Finance dated September 18, 2018, be received and Council for the City of Port Alberni approve the statements and schedules included in the Statement of Financial Information, produced under the Financial Information Act for the year 2017.

CARRIED

3. Director of Finance - Award of Tender 022-18 Replacement of 2 Pickup Trucks

It was moved and seconded:

That the report from the Director of Finance dated September 18, 2018 be received, and Council for the City of Port Alberni award tender 022-18 to local vendor Van Isle Ford for the purchase of two pickup trucks at a cost of \$72,630.

CARRIED

4. Director of Engineering and Public Works - Gertrude Street Bridge (Roger Creek)

It was moved and seconded:

That the report from the Director of Engineering and Public Works' report dated September 7, 2018, be received.

CARRIED

5. Development Services Technician - 4000 Burde Street (Anderson Hill Development) - Phase 1 Subdivision

It was moved and seconded:

That the report from the Development Services Technician dated September 17, 2018 be received and Council for the City of Port Alberni approve the street name of Parkview Crescent for the Anderson Hill phase 1 subdivision.

CARRIED

6. Director of Development Services - Development Permit No. 18-03 (3033 3rd Avenue)

It was moved and seconded:

That the report dated September 6, 2018 from the Director of Development Services, be received.

It was moved and seconded:

That Council for the City of Port Alberni approve Development Permit No. 18-03 and that the City Clerk be authorized to sign the permit including the following Schedule B development plans:

- a. ***Drawing No. DP - 1 – Site Plan***
- b. ***Drawing No. DP - 2 – Elevations Front and Rear***
- c. ***Drawing No. DP - 3 – Elevations Right and Left***
- d. ***Drawing No. DP - 4 – Floor Plan 1st and 2nd***
- e. ***Drawing No. DP - 5 – Floor Plans 3rd to 5th***
- f. ***Drawing No. DP - 6 – Roof Plan***
- g. ***Drawing No. DP - 7 – Landscape Plan***

CARRIED

7. City Clerk - Kingsway Hotel - 3203 Kingsway Ave Liquor Licence - Application for Permanent Change

It was moved and seconded:

That the report from the City Clerk dated September 19, 2018 be received, and Council for the City of Port Alberni recommend to the Liquor & Cannabis Regulation Branch that the application from the Kingsway Hotel for a permanent change to their liquor licence to extend their hours of liquor sale to 2:00 a.m. Monday through Sunday, be approved.

CARRIED

8. Economic Development Manager – Industrial Land Inventory & Action Plan

It was moved and seconded:

That the report from the Economic Development Manager providing information regarding an Industrial Land Inventory and Action Plan, be received.

CARRIED

9. Director of Parks, Recreation and Heritage - Early Budget Approval - Multiplex Chiller

It was moved and seconded:

That the report from the Director of Parks, Recreation and Heritage dated September 18, 2018 be received, and Council for the City of Port Alberni approve the request for early budget approval of \$330,000 for replacement of the Multiplex Ice Plant Chiller, funding comprised of \$125,000 from Carbon Trust, \$50,000 from General Revenue and \$155,000 from Community Works Gas Tax Funds.

CARRIED

10. City Clerk - BC Transit - General Voting Day

It was moved and seconded:

That the report from the City Clerk dated September 19, 2018 be received and Council for the City of Port Alberni approve free bus transportation on general voting day, October 20, 2018.

CARRIED

11. Current Status Report

It was moved and seconded:

That the Current Status Report be received.

CARRIED

12. Managers' Monthly Reports

Parks, Recreation and Heritage Department

It was moved and seconded:

That the monthly report from the Director of Parks, Recreation and Heritage providing information about current departmental operations, be received.

CARRIED

G. BYLAWS

1. City Clerk - September 24, 2018 - Public Hearing

It was moved and seconded:

That the verbal report of the Public Hearing held September 24, 2018 Regarding Bylaw No.'s 4971, 4972 and 4973, be received.

CARRIED

Official Community Plan Amendment No. 26 (3250 and 3258 3rd Avenue - McNeal and Gibbons), Bylaw No. 4971

It was moved and seconded:

That "Official Community Plan Amendment No. 26 (3250 and 3258 3rd Avenue - McNeal and Gibbons), Bylaw No. 4971", be read a third time.

CARRIED

Zoning Bylaw Map Amendment No. 29 (3250 and 3258 3rd Avenue - McNeal and Gibbons), Bylaw No. 4972

It was moved and seconded:

That “Zoning Bylaw Map Amendment No. 29 (3250 and 3258 3rd Avenue - McNeal and Gibbons), Bylaw No. 4972”, be read a third time.

CARRIED

Zoning Bylaw Text Amendment No. T15 (3250 and 3258 3rd Avenue - McNeal and Gibbons), Bylaw No. 4973

It was moved and seconded:

That “Zoning Bylaw Text Amendment No. T15 (3250 and 3258 3rd Avenue - McNeal and Gibbons), Bylaw No. 4973”, be read a third time.

CARRIED

2. Chief Administrative Officer - Compensation for Emergency Response Outside of Regular Hours Policy - Exempt Employees

It was moved and seconded:

That the report from the CAO dated September 14, 2018 be received.

CARRIED

It was moved and seconded:

That Council for the City of Port Alberni endorse the “Compensation for Emergency Response Outside of Regular Hours Policy - Exempt Employees” as presented.

CARRIED

It was moved and seconded:

That “Council Remuneration and Expenses Bylaw, 2018, Amendment No. 3, Bylaw No. 4835-3” be introduced and read a first time.

CARRIED

It was moved and seconded:

That “Council Remuneration and Expenses Bylaw, 2018, Amendment No.3, Bylaw No. 4835-3” be read a second time.

CARRIED

It was moved and seconded:

That “Council Remuneration and Expenses Bylaw, 2018, Amendment No.3, Bylaw No. 4835-3” be read a third time.

CARRIED

I. PROCLAMATIONS

1. Canadian Federation of Independent Business

It was moved and seconded:

That the email dated August 31, 2018 from the Canadian Federation of Independent Business requesting that Council proclaim January 21, 2019 through January 25, 2019 as “Red Tape Awareness Week” in Port Alberni, be received and the week proclaimed as requested.

CARRIED

2. Port Alberni Association for Community Living

It was moved and seconded:

That the letter dated August 31, 2018 from the Port Alberni Association for Community Living requesting that Council proclaim the month of October 2018 as “Community Inclusion Month” in Port Alberni, be received and the month proclaimed as requested.

CARRIED

J. INFORMATIONAL CORRESPONDENCE

1. Promo Science Expedition - Royal Roads University

Email dated September 6, 2018 advising the CCGS Vector (Marine Research Ship) will be docked at the Maritime Museum on October 18th and will be open for public tours in the afternoon.

2. **Tar Binng - Guru Nanak Sikh Society**
Letter dated September 10, 2018 from the Guru Nanak Sikh Society announcing the Punjabi Cultural event taking place September 29, 2018 celebrating Punjabi culture in the Alberni Valley.
3. **Island Health - A Public Approach to Non-Medical Cannabis**
Letter dated September 10, 2018 from the Medical Health Officers of Island Health concerning a public health approach to non-medical cannabis.
4. **Island Health Communication - Safe Needle Disposal**
Email dated September 17, 2018 from Island Health Communication providing information and resources for safe needle disposal within our community.
5. **Councillor Paulson - Summary Report of Union of British Columbia Municipalities (UBCM) Annual Conference and Trade Show**
Report from Councillor Ron Paulson summarizing his experience of the recent UBCM Conference.
6. **Technical Safety BC Railway Audit and Notice & Order**
Notice & Order dated September 18, 2018 and Audit dated September 4, 2018 from Technical Safety BC regarding threats to railway safety at Alberni Pacific Railway.
7. **Union of British Columbia Municipalities Convention**
Councillor Alemany's report regarding attendance at the UBCM Convention.
<https://www.chrisalemany.ca/2018/09/09/ubcm-2018-updating-all-week-ministers-meetings-motion- to-keep-plastics-out-of-the-water/>
8. **Alberni Valley Chamber of Commerce**
AV Chamber of Commerce letter dated August 30, 2018 advising they are working on significant improvements to the Alberni Valley Visitor Guide next edition.

It was moved and seconded:

That Informational Correspondence items numbered 1 through 8 be received and filed.

CARRIED

K. **REPORT FROM IN-CAMERA**

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

1. UBCM Presentation – Bylaw Powers

It was moved and seconded:

That Council for the City of Port Alberni direct staff to prepare a report regarding bylaw powers of enforcement following the presentation at the recent UBCM Conference entitled "Better Bang for Buck with Bylaw".

CARRIED

N. QUESTION PERIOD

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

P. **ADJOURNMENT**

That the meeting adjourn at 8:54 pm.

CERTIFIED CORRECT



Mayor



Clerk

