

**MINUTES OF THE REGULAR MEETING OF COUNCIL
HELD MONDAY, APRIL 11, 2016 AT 7:00 PM
IN THE CITY HALL COUNCIL CHAMBERS**

PRESENT: Mayor Ruttan; Councillors Alemany, McLeman, Minions, Paulson, Sauvé and Washington

The next item added to the basic emergency supply kit being prepared in advance of the coastal exercise in June was a cell phone and charger.

A. 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 1:00 pm and Regular Council Meeting held at 7:00 pm on March 29, 2016, be adopted.

CARRIED

C. PUBLIC INPUT PERIOD

None.

D. DELEGATIONS

1. Juanita Currie/Jessica Burns

Provided information regarding the Autism Support Community and Child & Youth Mental Health noting April is Autism Awareness Month; May 2-8 is Mental Health Awareness Week.

It was moved and seconded:

That Council for City of Port Alberni proclaim April as Autism Awareness Month and May 2-8, 2016 Mental Health Awareness Week in Port Alberni.

CARRIED

E. UNFINISHED BUSINESS

Councillor Paulson declared a perceived conflict of interest due to the nature of his employment with the Alberni Valley Bulldogs and left the meeting at 7:20 pm.

**1. Director of Finance – Port Alberni Junior Hockey Society/Bulldogs
Accounts Receivable**

It was moved and seconded:

That the report from the Director of Finance dated April 5, 2016, be received.

CARRIED

Councillor Paulson returned to the meeting at 7:20 pm.

F. STAFF REPORTS

1. Accounts

It was moved and seconded:

That the certification of the Director of Finance dated April 11, 2016 be received and the cheques numbered 134663 to 134784 inclusive, in payment of accounts totalling \$455,291.61, be approved.

CARRIED

2. City Clerk - Special Occasion Licences

It was moved and seconded:

That Council for the City of Port Alberni endorse Special Occasion Liquor applications for 2016 as reviewed March 31, 2016 providing all the provisions of the provincial liquor licensing requirements are met and the applicants notified accordingly.

CARRIED

3. City Clerk – Harbour Quay Lease – Spirit Square

It was moved and seconded:

That Council for the City of Port Alberni authorize the Mayor and Clerk to enter into a lease for Spirit Square at the Alberni Harbour Quay with Gwen Lowe and Beth Larsen for conducting a Crafters' Market for a five month term commencing May 1, 2016 at the current monthly rent of \$75.00 per month plus GST (\$393.75 for the term).

CARRIED

4. Director of Community Services – Alternate Delivery Model for Museum and Heritage Services

It was moved and seconded:

That the report from the Director of Community Services dated April 6, 2016, be received and Council for the City of Port Alberni agree to permit the Director to form a steering Committee to determine an appropriate model to operate the City's Museum, that committee to give a final report to Council no later than November 1, 2016.

DEFEATED

It was moved and seconded:

That the report from the Director of Community Services dated April 6, 2016, be received, and Council for the City of Port Alberni appoint Councillor Washington (Council representative on the Heritage Commission) to the Steering Committee engaged to develop a work plan and process to determine the appropriate delivery model for delivery of museum and heritage services.

CARRIED

**5. Director of Community Services – Community Investment Program (CIP)
2016 – Late Request**

It was moved and seconded:

That the report from the Director of Community Services dated April 6, 2016, be received.

CARRIED

It was moved and seconded:

That Council for the City of Port Alberni approve the request from the BC Fire Training Officers Association Conference local organizing committee for a cash grant of up to \$500.00 for transportation costs during the upcoming Provincial Conference in Port Alberni.

CARRIED

6. City Planner – Development Permit No. 15-02 (3033 – 3rd Avenue)

It was moved and seconded:

That the report dated April 5, 2016 from the City Planner regarding consideration of an application for Development Permit No. 15-02 to facilitate construction of a new mixed use building at 3033 – 3rd Avenue, be received.

CARRIED

It was moved and seconded:

That Council for the City of Port Alberni approve Development Permit No. 15-02 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 Planner - Development Variance Permit No. 89 – 3820 - 10th Avenue**

It was moved and seconded:

That the report dated April 1, 2016 from the City Planner regarding proposed Development Variance Permit No. 89, be received and Council proceed with consideration of the Development Variance Permit.

CARRIED

The Mayor provided introductory remarks.

The City Planner provided background information regarding the application by summarizing his report dated April 1, 2016.

There was no correspondence.

There was no late correspondence.

There was no public input.

There were no questions from Council.

It was moved and seconded:

That Development Variance Permit No. 89 to vary section 5.21.2 Site Development, for the Rear Yard Setback from 6 metres to 2.8 metres, a variance of 3.2 metres for the property located at 3820 - 10th Avenue, be authorized by City Council on April 11, 2016.

CARRIED

8. **Current Status Report**

It was moved and seconded:

That the Current Status Report be received.

CARRIED

9. **Managers' Monthly Reports**

Planning Department

It was moved and seconded:

That the monthly report from the City Planner providing information about current departmental operations, be received.

CARRIED

G. **BYLAWS**

1. **"Five Year Financial Plan Bylaw 2016-2020, Bylaw No. 4904"**

It was moved and seconded:

That "Five Year Financial Plan Bylaw 2016-2020, Bylaw No. 4904", be now finally adopted, signed by the Mayor and Clerk, sealed with the corporate seal and numbered 4904.

CARRIED

2. **"Tax Rates 2016, Bylaw No. 4905"**

It was moved and seconded:

That the report dated April 5, 2016 from the Director of Finance, be received.

CARRIED

It was moved and seconded:

That "Tax Rates 2016, Bylaw No. 4905", be now introduced and read a first time.

CARRIED

It was moved and seconded:

That "Tax Rates 2016, Bylaw No. 4905", be read a second time.

CARRIED

It was moved and seconded:

That "Tax Rates 2016, Bylaw No. 4905", be read a third time.

CARRIED

It was moved and seconded:

That the City of Port Alberni look at reducing the tax rate for Private Managed Forest Lands.

CARRIED

It was moved and seconded:

That the City of Port Alberni look at reducing the tax rate for farm lands.

CARRIED

3. City Clerk - April 11, 2016 Public Hearing Report

It was moved and seconded:

That the verbal report of the Public Hearing held April 11, 2016 regarding Bylaws #4899, #4900, #4901, #4902 and #4903, be received.

CARRIED

"Official Community Plan Amendment No. 19 (Burde Street - Phase 2 of Uplands Subdivision), Bylaw No. 4899"

It was moved and seconded:

That "Official Community Plan Amendment No. 19 (Burde Street - Phase 2 of Uplands Subdivision), Bylaw No. 4899", be read a third time.

CARRIED

"Zoning Text Amendment T8 (Burde Street - Phase 2 of Uplands Subdivision), Bylaw No. 4900"

It was moved and seconded:

That "Zoning Text Amendment T8 (Burde Street - Phase 2 of Uplands Subdivision), Bylaw No. 4900", be read a third time.

CARRIED

"Zoning Bylaw Map Amendment No. 11 (Burde Street - Phase 2 of Uplands Subdivision), Bylaw No. 4901"

It was moved and seconded:

That "Zoning Bylaw Map Amendment No. 11(Burde Street - Phase 2 of Uplands Subdivision), Bylaw No. 4901", be read a third time.

CARRIED

"Official Community Plan Amendment No. 20 (3532 - 4th Avenue - D. Beecroft), Bylaw No. 4902"

It was moved and seconded:

That "Official Community Plan Amendment No. 20 (3532 - 4th Avenue - D. Beecroft), Bylaw No. 4902", be read a third time.

CARRIED

It was moved and seconded:

That "Official Community Plan Amendment No. 20 (3532 - 4th Avenue – D. Beecroft), Bylaw No. 4902", be now finally adopted, signed by the Mayor and Clerk, sealed with the corporate seal and numbered 4902.

CARRIED

"Zoning Bylaw Map Amendment No. 12 (3532 - 4th Avenue - D. Beecroft), Bylaw No. 4903"

It was moved and seconded:

That "Zoning Bylaw Map Amendment No. 12 (3532 - 4th Avenue - D. Beecroft), Bylaw No. 4903", be read a third time.

CARRIED

It was moved and seconded:

That "Zoning Bylaw Map Amendment No. 12 (3532 – 4th Avenue – D. Beecroft), Bylaw No. 4903", be now finally adopted, signed by the Mayor and Clerk, sealed with the corporate seal and numbered 4903.

CARRIED

H. CORRESPONDENCE FOR ACTION

1. Island Corridor Foundation

It was moved and seconded:

That the letter dated April 4, 2016 requesting Council appoint a member to the Island Corridor Foundation Local Government Liaison Committee, be received and Councillor Alemany be appointed to the committee.

CARRIED

2. Alberni Valley Curling Club

It was moved and seconded:

That the letter dated March 24, 2016 requesting financial support to assist with attendance of four members to attend the 55+ Canada Games in Brampton, Ontario, be received and City Pins provided.

CARRIED

3. Alberni-Clayoquot Regional District

It was moved and seconded:

That the letter dated March 23, 2016 requesting Council consider matching any contribution the electoral area directors may contribute from gas tax monies towards the Alberni Valley Regional Airport improvements, be received and discussed at a meeting between the electoral directors and Council.

CARRIED

I. PROCLAMATIONS

1. Child Find BC

It was moved and seconded:

That the letter from Child Find BC dated March 30, 2016 requesting that May be proclaimed as "Missing Children's Month" and May 25th as "Missing Children's Day" in Port Alberni, be received and the month and day proclaimed as requested.

CARRIED

2. Public Works Association of British Columbia

It was moved and seconded:

That the letter dated March 22, 2016 from the Public Works Association of British Columbia requesting that May 15 to 21, 2016 be proclaimed as "National Public Works Week" in Port Alberni, be received and the week proclaimed as requested.

CARRIED

J. INFORMATIONAL CORRESPONDENCE

1. Minister of Environment

Letter dated March 30, 2016 announcing the *Water Sustainability Act* which updates and replaces the old *Water Act* and will better protect stream health, regulate groundwater, address water use during times of scarcity and expand opportunities to participate in decision making processes.

2. Food Security and Climate Change Committee

The minutes of the February 4, 2016 and March 3, 2016 meetings.

3. McLean Mill Advisory Committee

The minutes of the March 10, 2016 meeting.

4. Ombudsperson

Letter dated March 2016 providing a copy of Bylaw Enforcement: Best Practices Guide for Local Governments, designed to be a practical tool officials can use to review and revise local bylaw enforcement programs.

It was moved and seconded:

That Informational Correspondence items numbered 1 through 4 be received and filed.

CARRIED

K. REPORT FROM IN-CAMERA

The Mayor announced two promotions within the City's Management Team in accordance with recommendations in the recent Organization and Compensation Review undertaken by Judy Rogers:

Wilf Taekema has been promoted to the newly created position of Manager of Operations.

Jake Martens has been appointed to the newly created position of Deputy City Clerk/ Communications Coordinator.

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

None.

N. QUESTION PERIOD

Neil Anderson, 8th Avenue asked when Council would be finished their review of the Judy Rogers report. The Mayor responded personnel issues are still being considered and should be complete early summer.

In response to a question from Mr. Anderson, the Mayor responded that as much information as possible will be shared on the City's website.

In response to a question from Mr. Anderson, the Mayor advised there will information at the next meeting regarding solicitation of a new CAO.

Mr. Anderson asked about a response to a previous letter received by Council regarding costs of the Judy Rogers report.

O. ADJOURNMENT

It was moved and seconded:

That the meeting adjourn at 8:51 pm.

CARRIED

CERTIFIED CORRECT

Mayor



Clerk