

**MINUTES OF THE REGULAR MEETING OF COUNCIL
MONDAY, AUGUST 13, 2018 AT 2:00 PM
IN THE CITY HALL COUNCIL CHAMBERS**

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

LATE: Councillor Alemany

A. CALL TO ORDER AND APPROVAL OF AGENDA

It was moved and seconded:

That the agenda be approved as circulated with the addition of late items E.1.1 Ray LeTourneau re Arrowview Hotel; F. 12.1 City Clerk re Kingsway Hotel and H. 4.1 CAO Report re 2017 Financial Statements.

CARRIED

B. ADOPTION OF MINUTES

It was moved and seconded:

That the minutes of the Regular Council Meeting held at 2:00 pm on July 9, 2018 and Special Meeting held at 4:30 pm on July 18, 2018 be adopted.

CARRIED

C. PUBLIC INPUT PERIOD

1. **Bill Collette** representing the AV Chamber of Commerce distributed “uniforms” (t-shirts) to each member of Council representing seven days of Alberni Valley highlights.

D. DELEGATIONS

Introduction of Facilities Operations Supervisor

Willa Thorpe, Director of Parks, Recreation and Heritage introduced Rob Kraneveldt, Facilities Operations Supervisor.

E. UNFINISHED BUSINESS

1. Raymond Letourneau – Arrowview Hotel Property

Note: Mr. Letourneau's July 9, 2018 email was withdrawn from the agenda at the writer's request and replaced with a new email dated August 13, 2018.

Councillor Alemany joined the meeting at 2:10 pm.

It was moved and seconded:

That the email dated August 13, 2018 from Mr. Letourneau requesting Council allow him to proceed with his plans to redevelop the former Arrowview Hotel at 5109 Athol Street and report from the Director of Development Services dated August 8, 2018 providing an estimate of the cost and budget for the remedial action on the building, be received and Council for the City of Port Alberni direct staff to proceed with a formal tender process for demolition of the building with funding (est. \$400,000) from Land Sale Reserve Fund.

CARRIED

F. STAFF REPORTS

1. Accounts

It was moved and seconded:

That the certification of the Director of Finance dated August 13, 2018 be received and the cheques numbered 141820 to 142049 inclusive, in payment of accounts totalling \$8,264,474.36, be approved.

CARRIED

2. Presentation of the Annual Report

The 2017 Annual Report was presented for input from Council and the public noting it contains the unaudited 2017 Financial Statements. The Report is available on the City's website at www.portalberni.ca

It was moved and seconded:

That Council for the City of Port Alberni endorse the Annual Report for the year ended December 31, 2017 as presented.

CARRIED

3. McLean Mill Society

It was moved and seconded:

That the monthly report including current initiatives from the Executive Director of the McLean Mill Society, be received.

CARRIED

4. Director of Development Services – Temporary Use Permit – 5405 Argyle Street

It was moved and seconded:

That the report dated August 8, 2018 from the Director of Development Services regarding proposed Temporary Use Permit, be received.

CARRIED

There was no late correspondence regarding the matter.

Jim del Rio noted he has been working on this building for the past year and a half and everything is new.

The applicant, Mr. Toor, was also in attendance and noted his investment in this building as a newcomer to the City.

It was moved and seconded:

That the Council for the City of Port Alberni approve Temporary Use Permit 18-01 and the Mayor and City Clerk be authorized to sign the permit.

CARRIED

5. Director of Development Services – Development Permit No. 18-01 (3774 – 12th Avenue

It was moved and seconded:

That Council for the City of Port Alberni approve Development Permit No. 18-01 and that the City Clerk be authorized to sign the permit.

CARRIED

6. **Director of Parks, Recreation and Heritage – Status Report – Partner in Parks Program**

It was moved and seconded:

That the report from the Director of Parks, Recreation and Heritage, dated July 20, 2018, providing information regarding a “Partner in Parks” program be received.

CARRIED

7. **Parks Operation Supervisor – Status Report – Bob Dailey Stadium Running Track Surface**

It was moved and seconded:

That the report dated July 3, 2018 from the Parks Operation Supervisor providing information regarding the warranty on the Bob Dailey Stadium track surface be received.

CARRIED

8. **City Clerk - Harbour Quay Lease – Unit #10 & Unit #16, Homestead Cookhouse**

It was moved and seconded:

That Council for the City of Port Alberni authorize the Mayor and Clerk to enter into a lease for Unit #10 at the Alberni Harbour Quay with Young Kwan Park and Soon Woo Nan for a two year term commencing August 15, 2018 at the current monthly rent of \$324.20 per month plus GST.

CARRIED

It was moved and seconded:

That Council for the City of Port Alberni authorize the Mayor and Clerk to enter into a lease for Unit #16 at the Alberni Harbour Quay with Young Kwan Park and Soon Woo Nan for a two year term commencing August 15, 2018 at the current monthly rent of \$290.53 per month plus GST.

CARRIED

9. City Clerk – Lease of Property to North Island College

It was moved and seconded:

That Council for the City of Port Alberni authorize the Mayor and Clerk to enter into a lease agreement with North Island College for the property at 4751 Tebo Avenue for the current monthly rent of \$9,574.56 plus applicable taxes to March 31, 2021.

CARRIED

10. Economic Development Manager – Rural Dividend Grant

It was moved and seconded:

That Council for the City of Port Alberni supports the 'Port Alberni Resident & Worker Attraction Campaign' application for funding to the Rural Dividend Program.

CARRIED

11. Chief Administrative Officer – Clock Tower Refurbishment Project – Partnering Opportunity

It was moved and seconded:

That Council for the City of Port Alberni authorize the Mayor and Clerk to sign the Memorandum of Understanding with the Tseshah First Nation representing an agreement in principle to pursue a partnership that involves, as part of the refurbishment of the Harbour Quay Clock Tower, the development of an art piece for the Clock Tower, in accordance with terms generally as outlined.

CARRIED

12. Acting Fire Chief – Wildfire Protection

It was moved and seconded:

That Council for the City of Port Alberni authorize the Port Alberni Fire Department to respond outside its fire protection district under authority of BC Wildfire Service (BCWS) to suppress or assist in the suppression of a wildfire in the region where, in the opinion of the Fire Chief, such response is in the best interest of the community.

CARRIED

12.1 City Clerk – Kingsway Hotel Temporary Liquor Licence Change

It was moved and seconded:

That the report from the City Clerk dated August 13, 2018 be received and Council for the City of Port Alberni provide 'no objection' to the application by the Kingsway Hotel to the Liquor Control & Licensing Branch for a temporary extension of their liquor service hours to 2:00 a.m. on Salmon Festival weekend, August 31st through September 3rd, 2018.

CARRIED

13. Current Status Report

It was moved and seconded:

That the Current Status Report be received.

CARRIED

14. Managers' Monthly Reports

Parks, Recreation and Heritage

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

Economic Development Report

It was moved and seconded:

That the monthly report from the Economic Development Manager providing information about current departmental operations, be received.

CARRIED

RCMP Department

It was moved and seconded:

That the quarterly report from the RCMP providing information about current departmental operations, be received.

CARRIED

G. **BYLAWS**

1. **"City of Port Alberni Nuisance Abatement, 2018, Amendment No.1, Bylaw No. 4969"**

It was moved and seconded:

That "City of Port Alberni Nuisance Abatement, 2018, Amendment No.1, Bylaw No. 4969", be now finally adopted, signed by the Mayor and Clerk, sealed with the corporate seal and numbered 4969.

CARRIED

2. **City Clerk - "Permissive Tax Exemption Bylaw 2019, Bylaw No. 4970"**

It was moved and seconded:

That "Permissive Tax Exemption Bylaw 2019, Bylaw No. 4970", be now introduced and read a first time.

CARRIED

It was moved and seconded:

That "Permissive Tax Exemption Bylaw 2019, Bylaw No. 4970", be read a second time.

CARRIED

It was moved and seconded:

That "Permissive Tax Exemption Bylaw 2019, Bylaw No. 4970", be read a third time.

CARRIED

3. **Director of Development Services – "Zoning Bylaw Text Amendment No. T11 (Site Specific Use – C3 Service Commercial), Bylaw No. 4930"**

It was moved and seconded:

That the report dated August 7, 2018 from the Director of Development Services, be received.

CARRIED

It was moved and seconded:

That "Zoning Bylaw Text Amendment No. T11 (Site Specific Use - C3 Service Commercial), Bylaw No. 4930" be now finally adopted, signed by the Mayor and Clerk, sealed with the corporate seal and numbered 4930.

CARRIED

H. CORRESPONDENCE FOR ACTION

1. Alberni District Fall Fair Association

It was moved and seconded:

That the letter dated July 25, 2018 requesting to close City streets from the corner of Burde Street along 10th Avenue to Hollywood Street from 11:00 am to the conclusion of the parade on Saturday, September 8th, 2018, be received and Council concur with the request subject to the City's stated road closure conditions.

CARRIED

2. Port Alberni Port Authority

It was moved and seconded:

That the email dated July 26, 2018 requesting to close Harbour Road from Friday, August 31, 2018 at 12:00 pm to Monday, September 3rd at 6:00 pm for the Salmon Festival at Tyee Landing, be received and Council concur with the request subject to the City's stated road closure conditions.

CARRIED

3. Jacqueline Windh & David Gilbert

It was moved and seconded:

That the letter dated July 30, 2018 regarding on-going problems with encampments in Dry Creek Park and the fire risk these encampments pose to the City of Port Alberni, be received with thanks.

CARRIED

4. Ministry of Municipal Affairs and Housing

It was moved and seconded:

That the late item report from the CAO dated August 13, 2018 responding to questions from Council regarding the City's failure to meet the legislative requirements of the Community Charter in regards to the 2017 Audited Financial Statements, be received.

CARRIED

It was moved and seconded:

That the letter dated July 23, 2018 advising that the City of Port Alberni has not complied with Community Charter Legislation requiring financial information be submitted by May 15th each year, be received.

CARRIED

It was moved and seconded:

That the report dated August 1, 2018 from the Director of Finance concerning financial reporting submission deadlines, be received.

CARRIED

5. Alf Thompson – Safety Concerns – Westporte Area

It was moved and seconded:

That the letter dated August 2, 2018 concerning traffic and pedestrian safety concerns in the Westporte area of Port Alberni, be received with thanks and referred to the Director of Engineering and Public Works and the City's Advisory Traffic Committee.

CARRIED

I. PROCLAMATIONS

1. Port Alberni Toy Run

It was moved and seconded:

That the letter dated July 23, 2018 from the Port Alberni Toy Run requesting that the week of September 10th to 16th, 2018 be proclaimed as "Toy Run Week" in Port Alberni, be received and the week proclaimed as requested.

CARRIED

J. INFORMATIONAL CORRESPONDENCE

- 1. Ministry of Municipal Affairs and Housing and Ministry of Social Development and Poverty Reduction**
Letter dated July 13, 2018 regarding B.C.'s Homelessness Action Plan including data on Port Alberni's homeless count, and encouraging applications for provincial funding for affordable housing.
- 2. BC Hydro**
Providing a copy of their Vancouver Island Report – Summer 2018.
- 3. City of Williams Lake**
Copy of a letter dated July 17, 2018 from the City of Williams Lake to Minister Carol James regarding the Employer Health Tax and the impact on local governments.
- 4. RCMP – Municipal Policing Agreement**
Letter dated July 18, 2018 providing expenditures to June 30, 2018.
- 5. Advisory Traffic Committee**
The minutes of the July 18, 2018 meeting.
- 6. Premier John Horgan**
Letter dated July 30, 2018 concerning amendments to the Pension Benefits Standards Regulation in an effort to ensure pension entitlements for current and retired Catalyst employees would be secure if the company were to sell their operations.
- 7. Food Security and Climate Disruption Committee**
The minutes of the May 3, 2018 and June 7, 2018 meeting.
- 8. Ministry of Finance, Gaming Policy and Enforcement Branch**
Letter dated July 18, 2018 advising of the \$119,608.68 payment to the City representing casino revenue for the period April 1, 2018 to June 30, 2018.

It was moved and seconded:

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

CARRIED

K. REPORT FROM IN-CAMERA NIL

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

The following notices of motion were provided:

That Council for the City of Port Alberni provide a letter of support for the establishment of an Indigenous Court in Port Alberni.

That staff be directed to bring forward information regarding bylaws for cannabis retail.

N. QUESTION PERIOD

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

O. **CLOSURE OF MEETING TO PUBLIC**

It was moved and seconded:

That the meeting be closed to the public on the basis that one or more matters covered under Section 90 of the Community Charter will be considered, specifically outlined as follows.

Section 90(1)(c) labour relations or other employee relations

Section 90(1)(e) the acquisition, disposition or expropriation of land or improvements and where the council considers that disclosure could reasonably be expected to harm the interests of the municipality

Section 90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose

CARRIED

P. **ADJOURNMENT**

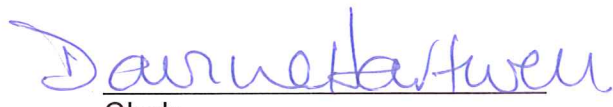
It was moved and seconded:

That the meeting adjourn at 7:00 pm.

CARRIED

CERTIFIED CORRECT

Mayor



Clerk