

MINUTES OF THE COMMITTEE OF THE WHOLE
Monday, February 6, 2023 @ 6:00 PM
In the City Hall Council Chambers | 4850 Argyle Street, Port Alberni, BC

PRESENT

Council: Mayor S. Minions
Councillor D. Dame
Councillor D. Haggard
Councillor C. Mealey, Chair
Councillor C. Solda

Staff: T. Pley, Chief Administrative Officer
S. Smith, Director of Development Services | Deputy CAO
D. Leurebourg, Director of Corporate Services
A. McGifford, Director of Finance
S. Darling, Deputy Director of Corporate Services/Recording Secretary

ABSENT

Council: Councillor J. Douglas
Councillor T. Patola

Gallery: 8

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 6:00 pm on January 31, 2023 be adopted, as presented.
CARRIED

C. DELEGATIONS

D. UNFINISHED BUSINESS

E. STAFF REPORTS

F. CORRESPONDENCE

G. NEW BUSINESS

1. Five Year Financial Plan 2023 – 2027

The Director of Finance introduced the draft Five-Year Financial Plan 2023 – 2027 providing an overview of the timeline, linkage to strategic priorities, tax distribution, projected impact of taxation, revenue, expenses and capital plan.

The following outlines questions from Members of the Committee and associated staff responses. *[Note: Financial Plan questions posed by Members of the Committee have also been captured on the Q&A summary document and where answers are not provided, they will be addressed on the summary at the future meeting.]*

Members of the Committee commented/questioned as follows:

- Request for placeholder within financial plan for proposed Youth Comprehensive Strategy project.
Will be brought forward with available options to fund at a future Financial Plan meeting.
- Not comfortable with decrease to contingency fund from \$200,000 to \$100,000.
- Merchants of Johnston Road would like to see decorative lighting added to the corridor.
- Park space in Westporte Place needs to be addressed.
The Westcoast Native Healthcare Society will be attending the February 13th Regular meeting as a delegation and will address park space in relation to their ongoing developments. A Parks Master Plan will be established in alignment with the Official Community Plan review and update that is presently underway.
- Consideration for funding for ball fields repair and maintenance.
- Consideration for funding for trail maintenance.
- Status of Water Meter Replacement project and future funding available to complete?
- Clarity regarding the return to pre-Covid service levels at Museum?
Hours of operations and staffing levels returned to pre-2019 levels.

H. PUBLIC INPUT/QUESTION PERIOD

[Note: Financial Plan questions posed by members of the public have also been captured on the Q&A summary document and where answers are not provided, they will be addressed on the summary at the future meeting.]

R. Smith

- Have gaming funds been restored to pre-Covid levels?
Host Community Gaming funding returned to pre-COVID levels in 2022. The 2023 Financial Plan reflects this revenue expectation.
- How much contingency funding was used in 2022? [Committee member acknowledged this question and requested contingency funding used in previous 5 years be brought forward].

T. Legare

- Request for additional funding to be committed to ball fields repair and ongoing maintenance.

Lisa Hagen

- Clarity on Bill 26, waiving of Public Hearings.
Local governments are able to waive the public hearing when an amended zoning bylaw is consistent with an existing Official Community Plan. Where a public hearing is not needed, local governments are obligated to give public notice of the proposed zoning bylaw before first reading takes place. This is intended to ensure that the public is informed of the bylaw amendment and to enable the provision of feedback to Council through regular channels (e.g., letters and emails).
- How does the 15-minute cities initiative relate to the Official Community Plan review and update?
The City is not currently pursuing the Smart Cities or 15-minute Cities initiatives. The Official Community Plan review and update will include community engagement discussions and events in person and online for climate change action and growth scenarios to develop policies (direction for how the City will develop, how the City will support those in need, act on climate change, support affordable housing, and more).
- Where to find opportunities for public input within Official Community Plan review and update.
<https://www.letsconnectpa.ca/ocp>
- What is the ICLEI Report?
The Together for Climate (T4C) project, supported eight communities across Vancouver Island, including Port Alberni in advancing their climate adaptation and resilience efforts. The report can be found here.
https://portalberni.ca/sites/default/files/doc_library/Attachment_Port-Alberni-Climate-Adaptation-Report_FINAL.pdf

- Smart Cities Grant Funding – Approved?
In 2018, the City entered a federal Smart Cities Challenge and applied for a \$10 million grant towards becoming the first true zero waste community in Canada. We were not successful in that application.
- Council meeting times on website?
<https://portalberni.ca/council-agendas-minutes>

L. Walerius

- Commented on the Financial Plan Road map.
- City website updates: Procurement and Asset Management Policy, Audit Committee meeting agendas and minutes from previous years.

S. McRuer

- Roger Creek map signage faded.
- How is the funding [76,500] allocated for Tree Planting Program?

S. Rollin

- Request for action plan to address expenditures within the budget and plans for increasing revenue.
- Owner of Wesco Foods, a local food store looking for opportunities for collaboration to support further localized food production development, agriculture & accessibility within the community.

R. Smith

- Will City senior management be present at future Financial Plan meetings to address public inquiries where possible?
Senior management staff will be in attendance and if and where possible will address inquiries. Questions that require follow-up will be included on the Q&A document and addressed at a future meeting.

I. ADJOURNMENT

MOVED and SECONDED, THAT the meeting adjourn at 7:19 pm.

CARRIED

CERTIFIED CORRECT



Mayor



Corporate Officer