

MINUTES OF THE COMMITTEE OF THE WHOLE
Tuesday, January 31, 2023 @ 6:00 PM
In the City Hall Council Chambers | 4850 Argyle Street, Port Alberni, BC

PRESENT:

Council: Mayor Minions
Councillor D. Dame
Councillor J. Douglas
Councillor D. Haggard
Councillor C. Mealey
Councillor T. Patola
Councillor C. Solda

Staff: S. Smith, Director of Development Services/Deputy CAO
D. Leurebourg, Director of Corporate Services
A. McGifford, Director of Finance
M. Wade, Manager of Planning

Gallery: 2

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 4:00 pm on November 21, 2022 be adopted, as presented.
CARRIED

C. DELEGATIONS

D. UNFINISHED BUSINESS

E. STAFF REPORTS

1. 2023 – 2027 Financial Plan Timeline

The Director of Finance presented members of the Committee with an overview of the 2023 – 2027 Financial Plan timeline.

The following outlines questions from Members of the Committee and associated staff responses.

Members of the Committee commented/questioned as follows:

- How will the Financial Plan process be publicized?
A mix of media sources including, AV News, social media, City website, etc.

2. Development Procedures Bylaw

The Manager of Planning provided members of the Committee with information related to the establishment of a Development Procedures Bylaw.

The following outlines questions from Members of the Committee and associated staff responses.

Members of the Committee commented/questioned as follows:

- Has the bylaw been reviewed by the contractor community?
Not at this time.
- When is the bylaw intended to become effective?
Proposed adoption date [dependent on Council approval] anticipated for March 2023.
- Is the radio utilized as a promotional method?
Depending on the communications content, it may be used.
- Delegation of Authority – consideration for the addition of an exception clause in the event that any one Councillor thinks public consultation or Council consideration should be required?
The intention of Bill 26 is to delegate that authority within the defined terms outlined. Applicants are provided the ability to appeal to Council.
- Timely with the Official Community Plan review and update and associated implementations of policy. Delegations will empower staff to implement the direction of Council.
- Examples of what variances this may cover?
Height variances, set-backs, parking, lot frontages, etc.
- In favour of stream-lining process, with some measure of control maintained by Council.
- There is an appeal process for applicants. Is there a method for any member of the public to appeal to Council on an application?
- Suggested removal of *Part 2, Delegation of Authority, Section (k) grant an exemption from a flood plain specification pursuant to section 524 (7) of the Local Government Act where an Applicant has provided a certified report from a person identified in section 524 (7) (b) of the Local Government Act.*
- Regular reporting to Council to inform on what has been done.

3. Zoning Amendment Bylaw

The Manager of Planning provided members of the Committee with information related to proposed zoning bylaw amendments.

The following outlines questions from Members of the Committee and associated staff responses.

Members of the Committee commented/questioned as follows:

- Are both suites able to be rented if the owner-occupied requirement is removed?
Yes.

- How will parking be addressed?
The bylaw will provide the opportunity to determine parking requirements.

MOVED AND SECONDED, THAT members of the Committee receive the staff report entitled 'Draft Zoning Bylaw No. 5074 – Modernization' dated January 26, 2023 and recommend to Council that Council direct staff to initiate community consultation prior to the bylaw being considered by Council.

CARRIED

F. CORRESPONDENCE

G. NEW BUSINESS

H. PUBLIC INPUT/QUESTION PERIOD

Michael Moore

Inquired regarding the building permit process, particularly the time involved with processing.

Lisa Hagen

Inquired regarding the Smart Cities Challenge as it relates to Port Alberni's involvement.

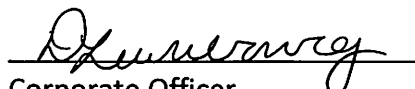
I. ADJOURNMENT

MOVED and SECONDED, THAT the meeting adjourn at 7:07 pm.

CARRIED

CERTIFIED CORRECT



Mayor

Corporate Officer