

**MINUTES OF THE COMMITTEE OF THE WHOLE**  
**Thursday, September 14, 2023 @ 6:00 PM**  
**In the City Hall Council Chambers & Via Video-Conference**  
**4850 Argyle Street, Port Alberni, BC**

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Present: Mayor S. Minions [Electronically]  
Councillor D. Dame  
Councillor D. Haggard  
Councillor C. Mealey  
Councillor T. Patola [Chair]  
Councillor C. Solda

Absent: Councillor J. Douglas

Staff: M. Fox, Chief Administrative Officer  
S. Smith, Director of Development Services | Deputy CAO  
D. Monteith, Director of Corporate Services  
A. McGifford, Director of Finance  
S. Darling, Deputy Director of Corporate Services/Recording Secretary  
J. Pelech, Manager of Information Technology

Gallery: 1

**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 June 19, 2023, be adopted, as presented.*  
**CARRIED**

**C. PUBLIC INPUT PERIOD**

**N. Anderson**

Provided input regarding the opportunities for public participation at Council and Committee of the Whole meetings.

**D. DELEGATIONS**

**1. BC Transit**

Seth Wright presented an overview of the BC Transit Shared Service operating model, key projects and the Transit Future Service Plan.

Members of the Committee commented/questioned as follows *[responses, if provided, are reflected below]*:

- Replacement of diesel buses with electric?

*Overall costing of diesel versus electric is being reviewed based on a number of factors related to both capital and operational budgets.*

- Who is responsible for the construction and maintenance of bus shelters?  
*The municipality holds the responsibility for bus shelters and bus stops. There is a program that provides BC Transit branded shelters at a reduced cost [approximately \$5-\$8,000 [thousand] for a modest shelter bus stop.*
- The exploration by BC Transit into inter-regional transportation is timely given increased inflation and the reduction of vehicles on the road in response to climate change.
- Wi-Fi at bus stops?  
*There is potential to offer Wi-Fi service in the future, would likely complement inter-regional transportation.*
- Is BC Transit working with the City to align future community planning with transit plans?  
*Yes, this type of work is addressed within the Future Transit Service Plan.*
- Within the considerations of transitioning to an electric fleet, are their contingency plans for emergencies or other events that would result in a loss of power source?

2. **Synergy Foundation**

Jill Doucette presented an overview on the circular economy framework in relation to the Somass Lands Keystone Project.

Members of the Committee commented/questioned as follows *[responses, if provided, are reflected below]*:

- What is an example of municipal policy that supports a circular economy?  
*The Cities of Vancouver and Victoria mandated deconstruction of homes that are older than 1960/70 in order to retrieve the valuable lumber and metal the structures are comprised of.*

E. **UNFINISHED BUSINESS**

F. **STAFF REPORTS**

1. **Graffiti Removal Program**

*MOVED AND SECONDED, THAT the Committee of the Whole receive the report from the Director of Corporate Services dated September 12, 2023 and titled 'Graffiti Removal Program'.*

**CARRIED**

Members of the Committee commented/questioned as follows *[responses, if provided, are reflected below]*:

- Many buildings around the community have been affected by graffiti. When owners are not complying with the removal process, next steps such as ticketing need to be enforced.  
*Staff encourage Council and residents to report. There is a process to follow and a Bylaw that speaks to graffiti [Bylaw No. 4712].*

- The Graffiti Removal Program has been very successful and effective throughout the years. Beautification of the City and standard of which its kept is important. The Program was intended to support business owners that were the unfortunate victims of graffiti. Results showed that when graffiti was cleaned promptly, incidents of reoccurrence decreased.

**G. CORRESPONDENCE**

**H. NEW BUSINESS**

**1. Council Leave Policy**

*MOVED AND SECONDED, THAT the Committee of the Whole recommend Council approve Council Leave Policy 3002-4, as amended.*

**CARRIED**

Members of the Committee commented/questioned as follows [*responses, if provided, are reflected below*]:

- The *Community Charter* is Council's governing legislation and provides a mechanism for Council leave due to injury or illness. Bereavement leave in the private sector speaks to 3 days generally whereas the proposed Council Leave Policy would permit leave up to 6 months.
- Suggest deleting wording under Section 6. Policy | Eligibility 'Other extraordinary situations' and delete wording under Section 6. Policy | Approval Process 'If approved'. In referring to other municipalities that have similar policies, it is directive in that Council must pass a resolution. This Policy would serve to provide surety to potential future Council candidates that their personal life won't interfere with their professional life and that they would not have to rely upon the political process to determine the outcome. The goal is to attract the highest quality candidates to Council and this policy provides additional assurances.
- What are the differences regarding leave between the *Community Charter* and the proposed policy?  
*Charter is specific to the person [Council member] where the proposed policy extends to immediate family members, bereavement and parental leave.*
- Agree with policy however, some time frames could be examined.
- Time frames for some types of leave are too long i.e. 6 months.
- Council's duties include being open, accountable and ready for their constituents. The *Community Charter* addresses leave. Would support the proposed policy as it relates to the extension of family members of Council that are not covered under the *Charter*. Need to clarify time frames.

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**I. QUESTION PERIOD**

**J. ADJOURNMENT**

*MOVED and SECONDED, THAT the meeting adjourn at 7:32 pm.*

**CARRIED**

CERTIFIED CORRECT



Mayor



Corporate Officer