

**MINUTES OF THE REGULAR MEETING OF COUNCIL
HELD MONDAY, AUGUST 14, 2017 AT 2:00 PM
IN THE CITY HALL COUNCIL CHAMBERS**

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

A. APPROVAL OF AGENDA

It was moved and seconded:

That the agenda be approved with addition of late item H.7 Ducks Unlimited and verbal report (M.1) regarding AV Community Forest AGM as circulated.

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 10, 2017, be adopted.

CARRIED

C. PUBLIC INPUT PERIOD

D. DELEGATIONS

1. Introduction of Police Support Services Manager

Inspector, Brian Hunter, introduced the City's new Manager of Police Support Services, Gaylene Thorogood.

2. Susan Fox, Project Lead, Child and Youth Mental Health Collaborative Team

Attended with Chester John and Tim Sutherland who provided a formal cultural invitation to Council to attend learning events in September and October.

3. Pam Craig, Literacy Alberni Society / Women's Business Network & Folkfest Society

In attendance to provide information regarding Literacy Alberni initiatives and to request Council's help in finding a group or individuals to help with next year's Canada Day celebrations.

It was moved and seconded:

That the letter dated August 14, 2017 from Pam Craig, Chair, Literacy Alberni Society requesting that the month of September be proclaimed as "Literacy Month" in Port Alberni, be received and the month proclaimed as requested.

CARRIED

E. UNFINISHED BUSINESS NIL

F. STAFF REPORTS

1. Accounts

It was moved and seconded:

That the certification of the Director of Finance dated August 14, 2017 be received and the cheques numbered 139342 to 139476 inclusive, in payment of accounts totalling \$3,030,531.06, be approved.

CARRIED

2. Chief Administrative Officer – Agreement and Lease – McLean Mill Society

It was moved and seconded:

That the report from the CAO dated July 26, 2017, be received.

CARRIED

It was moved and seconded:

That Council for the City of Port Alberni authorize the Mayor and Clerk to enter into an agreement with the McLean Mill Society for the operation and management of the McLean Mill National Historic Site under the terms and conditions contained in the lease for a five year term commencing January 1, 2017 with a five year renewal option.

CARRIED

It was moved and seconded:

That Council for the City of Port Alberni authorize the Mayor and Clerk to enter into a lease with the McLean Mill Society for the E&N Train Station located at 3100 Kingsway (Lot A, DL1, Alberni District, Plan 49411) for a 5 year term commencing July 1, 2017 for the nominal fee of \$1.00 per year.

CARRIED

3. Chief Administrative Officer – Railway Maintenance Plan

It was moved and seconded:

That the report from the CAO dated July 26, 2017, be received and Council for the City of Port Alberni request that the McLean Mill Society consider the content of the report and make recommendations to Council as part of the City's 2018 – 2022 Five Year Financial Planning process regarding the ongoing operation of APR.

CARRIED

4. Chief Administrative Officer - Response to Email – Roland Smith

It was moved and seconded:

That the report dated August 2, 2017 from the Chief Administrative Officer providing responses to Mr. Roland Smith regarding the McLean Mill, be received.

CARRIED

5. **Director of Development Services – Development Permit 17-03 (4730 Cherry Creek Road)**

It was moved and seconded:

That Council for the City of Port Alberni approve Development Permit No. 17-03 and that the City Clerk be authorized to sign the permit.

CARRIED

6. **Director of Development Services – Amendment to Development Permit 16-02 – 4905 Cherry Creek Road**

It was moved and seconded:

That Council for the City of Port Alberni approve the amendment to Development Permit No. 16-02 by deleting and adding some of the Schedule B development plans as follows:

- a) Delete Complete Contracting Drawing D1 – dated February 17, 2016 and add Site Plan and Development Data Drawing, dated July 25, 2017.***
- b) Delete Complete Contracting Drawing D3 – dated February 17, 2016 and add Elevations Drawing, dated July 25, 2017.***

CARRIED

7. **Chief Administrative Officer – Personnel Committee Policy**

It was moved and seconded:

That the report from the CAO dated August 2, 2017 be received, and Council for the City of Port Alberni endorse the Personnel Committee Policy as presented.

CARRIED

8. Fire Chief – Application for Funding - Community Wildfire Protection Plan Update

It was moved and seconded:

That the report from the Fire Chief dated August 14, 2017 be received, and Council for the City of Port Alberni support activities proposed in the application for funding to the Strategic Wildfire Prevention Initiative, Community Wildfire Protection Plan Grant Program and its willingness to provide overall grant management.

CARRIED

9. City Clerk - Video Surveillance Policy

It was moved and seconded:

That the report from the City Clerk dated August 8, 2017 be received, and Council for the City of Port Alberni endorse the Video Surveillance Policy as presented.

CARRIED

10. Chief Administrative Officer - 2018 - 2022 Five Year Financial Plan

It was moved and seconded:

That the report from the CAO dated August 2, 2017, be received.

CARRIED

It was moved and seconded:

That Council for City of Port Alberni direct staff to formulate a process for consideration of the Five Year Financial Plan generally as outlined in 2017 and bring forward a draft Five Year Plan for review generally consistent with direction provided in 2017.

CARRIED

The Mayor called a recess at 3:45 pm.

The meeting resumed at 3:55 pm.

11. Director of Development Services – Westcoast Native Health Care Society

It was moved and seconded:

That the report from the Director of Development Services dated August 10, 2017, be received.

CARRIED

It was moved and seconded:

That Council for the City of Port Alberni direct staff to bring forward a Development Cost Charge (DCC) Reduction Bylaw with a 50% DCC reduction for Eligible Developments to include not-for-profit rental housing and supportive living, including criteria for affordable and supportive housing and further that the building permit fees for the West Coast Native Health Care Society proposed development, be waived.

CARRIED

12. City Clerk - Alberni Harbour Quay, The Starboard Grill Ltd.

It was moved and seconded:

That Council for the City of Port Alberni authorize the Mayor and Clerk to renew the lease at the Alberni Harbour Quay with "The Starboard Grill Ltd." for a five year term commencing October 1st, 2017 at the current monthly rent of \$1,861.69 per month plus taxes.

CARRIED

13. City Engineer – Bute Street Storm Sewer Tender Award

It was moved and seconded:

That the City Engineer's report dated August 8, 2017 be received and Council for the City of Port Alberni award the Tender for the ITT022-17 Bute Street Storm Sewer, between 4th and 5th Avenue, Project # 17601 to the lowest bidder, Plan Contracting Ltd., in the amount of \$238,946.60 + 5% GST; and transfer 2017 capital budget amounts as follows: \$111,000 from Sewer Capital Fund to General Capital Fund; reallocate \$90,000 from cancelled 2016 storm sewer project #16601 Craig Road (Regina to Tebo), and allocate \$20,132.60 from Gas Tax Funds.

CARRIED

14. Current Status Report

It was moved and seconded:

That the Current Status Report be received.

CARRIED

15. Managers' Monthly Reports

RCMP Department

It was moved and seconded:

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

CARRIED

Planning and Building Department

It was moved and seconded:

That the monthly report from the Director of Development Services providing information about current departmental operations, be received.

CARRIED

G. BYLAWS

1. "Waterworks Bylaw, Amendment No. 9 Rate Changes, Bylaw No. 4943"

It was moved and seconded:

That "Waterworks Bylaw, Amendment No. 9 Rate Changes, Bylaw No. 4943", be now finally adopted, signed by the Mayor and Clerk, sealed with the corporate seal and numbered 4943.

CARRIED

2. City Clerk – Public Hearing Report – July 31, 2017

It was moved and seconded:

That the report of the Public Hearing held July 31, 2017 regarding Bylaw No. 4944, be received.

CARRIED

“Zoning Bylaw Amendment No. 24 (3790 Meares Drive – Blue), Bylaw No. 4944”

It was moved and seconded:

That “Zoning Bylaw Amendment No. 24 (3790 Meares Drive – Blue), Bylaw No. 4944”, be read a third time.

CARRIED

3. “Portion of Lane Closure Adjacent to 4383 Lathom Road and Removal of Dedication, Bylaw No. 4945”

It was moved and seconded:

That the report dated July 13, 2017 from the City Clerk, be received.

CARRIED

It was moved and seconded:

That “Portion of Lane Closure Adjacent to 4383 Lathom Road and Removal of Dedication, Bylaw No. 4945”, be now introduced and read a first time.

CARRIED

It was moved and seconded:

That “Portion of Lane Closure Adjacent to 4383 Lathom Road and Removal of Dedication, Bylaw No. 4945”, be read a second time.

CARRIED

It was moved and seconded:

That “Portion of Lane Closure Adjacent to 4383 Lathom Road and Removal of Dedication, Bylaw No. 4945”, be read a third time.

CARRIED

It was moved and seconded:

That staff be directed to advertise the City’s intention to adopt “Portion of Lane Closure Adjacent to 4383 Lathom Road and Removal of Dedication, Bylaw No. 4945” at its September 5, 2017 Regular meeting of Council in accordance with Community Charter provisions.

CARRIED

4. **Director of Finance – “Somass Estuary Environmental Stewardship Protection Loan Authorization 2017, Bylaw No. 4939”**

It was moved and seconded:

That “Somass Estuary Environmental Stewardship Protection Loan Authorization 2017, Bylaw No. 4939”, be now finally adopted, signed by the Mayor and Clerk, sealed with the corporate seal and numbered 4939.

CARRIED

5. **“Places of Public Worship Exemption Bylaw, Amendment No. 2, Bylaw No. 4946”**

It was moved and seconded:

That “Places of Public Worship Exemption Bylaw, Amendment No. 2, Bylaw No. 4946” be now introduced and read a first time.

CARRIED

It was moved and seconded:

That “Places of Public Worship Exemption Bylaw, Amendment No. 2, Bylaw No. 4946” be read a second time.

CARRIED

It was moved and seconded:

That “Places of Public Worship Exemption Bylaw, Amendment No. 2, Bylaw No. 4946” be read a third time.

CARRIED

H. **CORRESPONDENCE FOR ACTION**

1. **Alberni District Fall Fair Association**

It was moved and seconded:

That the request to close City Streets from the corner of Burde Street along 10th Avenue to Alderwood Street from 11:00 am to the conclusion of the parade on Saturday, September 9th, 2017, be received and Council concur with the request subject to the City’s stated road closure conditions.

CARRIED

2. Alberni-Clayoquot Regional District

Request for funding through AV Community Forest Legacy Fund.

It was moved and seconded:

That Council for the City of Port Alberni direct staff to provide a report for the next meeting outlining the history of the AV Community Forest Legacy Committee and its function, including the Terms of Reference and the authority for discontinuing the Committee.

DEFEATED

3. Kyle Cheyne – Leaf Compassion Medical Marijuana Dispensary

It was moved and seconded:

That the email dated July 28, 2017 requesting amendments to the Zoning and Business License Bylaws to allow a lounge space in Leaf Compassion Cannabis Dispensary, be received with no further action.

CARRIED

4. George Koning

It was moved and seconded:

That the letter dated July 26, 2017 requesting an amendment to the waterworks Bylaw to exempt homes required to have a sprinkler system to satisfy the building code from the higher monthly fixed system charge, be received and referred to staff for a report and recommendation.

CARRIED

5. John Horgan, Premier

It was moved and seconded:

That the letter dated August 1, 2017 from Premier John Horgan inviting Mayor and Council to meet with himself or Cabinet Ministers during this years' UBCM Convention, be received.

CARRIED

Discussion was held regarding potential Minister / Ministry staff meetings and topics for discussion.

6. **Roland Smith**

It was moved and seconded:

That the letter dated August 9, 2017 from Roland Smith requesting additional information regarding the operation of the McLean Mill Society, be received and referred to CAO for response.

CARRIED

I. **PROCLAMATIONS**

1. **Prostate Cancer Canada**

It was moved and seconded:

That the email dated August 8, 2017 from Prostate Cancer Canada be received and Council proclaim the month of September, 2017 as "Prostate Cancer Awareness Month in the Alberni Valley".

CARRIED

J. **INFORMATIONAL CORRESPONDENCE**

1. **Gary Lajeunesse**

Email dated July 22, 2017 expressing concerns regarding safety hazards at Canal Beach.

2. **Alberni Clayoquot Health Network**

Letter dated July 19, 2017 advising of a signing event for the Alberni Clayoquot Working Together to Reduce Poverty Agreement in October. Invitations to be distributed in September.

3. **Metro Vancouver Services and Solutions for a Livable Region**

Resolutions for consideration at the UBCM Convention in September to address facilitating more electric vehicle charging infrastructure in multi-family buildings.

4. **Ministry of Finance, Gaming Policy and Enforcement Branch**
Letter dated July 21, 2017 advising of the \$99,412.52 payment to the City representing casino revenue for the period April 1 to June 24, 2017. (See attached report dated July 31, 2017 from the Director of Finance providing further information).

5. **RCMP – Municipal Policing Agreement**
Letter dated July 17, 2017 providing expenditures to June 30, 2017.

6. **Understanding Woodstove Usage**
Report dated July 29, 2017 compiled by ECOllaborate Now on behalf of the Alberni Air Quality Council entitled “Understanding Woodstove Usage: Maximizing the Environmental Benefit of Public Education”.

7. **Sarah Thomas**
Email dated July 29, 2017 informing the Air Quality Council that she is resigning as Chair due to other commitments.

8. **Food Security and Climate Disruption Committee**
The minutes of the June 1, 2017 meeting.

It was moved and seconded:

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

CARRIED

K. **REPORT FROM IN-CAMERA**

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

It was moved and seconded:

That Council for City of Port Alberni authorize travel expenses for Councillor McLeman to attend the recent swearing in ceremony of Cabinet at the Legislature in Victoria.

CARRIED

M. NEW BUSINESS

1. Alberni Valley Community Forest Corporation

Councillor McLeman reported on the recent AV Community Forest AGM advising that there will be a dividend for this year which they would like to use a portion of to acquire additional community forest lands.

Councillor McLeman provided a Notice of Motion regarding giving the AV Community Forest Corporation the authority to look for new lands to expand the Community Forest.

N. QUESTION PERIOD

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

Neil Anderson, Carmichael Crescent enquired again regarding the status of Bob Dailey Stadium Track. Staff will review and respond at the next meeting.

Q. ADJOURNMENT

It was moved and seconded:

That the meeting adjourn at 5:52 pm.

CARRIED

CERTIFIED CORRECT

Mayor

Dawn Hartwell

Clerk