

## CITY COUNCIL MEETING SUMMARY

An information report summarizing the Regular meeting of Council held June 12, 2023.  
This is not the official minutes. For more information, please contact the Corporate Services department at 250.723.2146 or email: [corp\\_serv@portalberni.ca](mailto:corp_serv@portalberni.ca).

### ■ PUBLIC INPUT

#### **M. Ahlroos**

Spoke to emergency procedures during extreme weather or natural events.

#### **C. Alemany**

Commented on the timing of the Regular Council meetings and public input periods.

#### **J. Long**

Requested clarification on zoning/bylaw procedures related to AirBnB's in the City.

#### **Desmond**

Spoke to public input periods for Regular Council meetings.

#### **N. Anderson**

Spoke to procedures around public input prior to decision-making recommendations.

### ■ UNFINISHED BUSINESS

#### **Kitsuksis Dyke Remediation**

The Chief Administrative Officer provided Council with an update on repairs to the Kitsuksis Dyke path noting a contractor has been engaged and remediation efforts will commence shortly.

### ■ DELEGATIONS

#### **Introduction of Manager of Communications**

The Chief Administrative Officer introduced Kate Love, Manager of Communications.

### ■ STAFF REPORTS

#### **2022 Development Cost Charges**

Council received a report from the Deputy Director of Finance regarding 2022 Development Cost Charges and directed staff to prepare a report outlining the requirements for allocating Development Cost Charge reserve funds for consideration at a future meeting.

#### **2022 Reserve and Surplus Balances**

Council received a report from the Deputy Director of Finance providing information relating to reserve fund balances and general operating surplus balances as of December 31, 2022.

### ■ BYLAWS

**"Council Procedure Amendment Bylaw No. 5082, 2023"** was adopted. The proposed changes align with discussions around good governance and meeting conduct best practice. The public continues to be able to engage with Council at Regular meetings through question period and at Committee of the Whole meetings through both question period and public input period.

Additionally, public input period at Committee of the Whole meetings has been amended to increase both the number of speakers and the time permitted per speaker.

The amendments are intended to provide for increased public engagement during Committee meetings to ensure Council is informed prior to its Regular meeting where decisions are made.

**"Zoning Map Amendment No. 50 (5249 Pineo Road – Hammer), Bylaw No. 5049"** was adopted. The bylaw will enable the subdivision and future development of two residential duplexes at 5249 Pineo Road.

**"Building Bylaw No. 5077, 2023"** was adopted. The bylaw includes a fee update and aligns with BC Building Code updates, Ministerial orders and the B.C. Energy Step Code.

### ■ CORRESPONDENCE

**Council received their correspondence summary which included letters from:**

- D. Hunt | 2023 Memorial Monument for Children of IRS
- Tsawak-qin Forestry Inc. | Forest Stewardship Plan - Tree Farm Licence 44
- Residents of Heritage Place | Advanced Polling Station at Civic Elections
- G. & L. Walerius | City Bylaws and Public Input

## ■ NEW BUSINESS

### **2022 Surplus Funds | Notion of Motion**

Council deferred the notice of motion that Council allocate the 2022 surplus between the R.C.M.P and Parks, Recreation and Heritage Reserves to the June 26<sup>th</sup> Regular meeting.

### **Official Community Plan (OCP) | Community Representative Team**

Council directed staff to include a Seniors representative to the Official Community Plan | Community Action Representative Team.

### **Bylaw Enforcement Policy**

Council referred the draft Bylaw Enforcement Policy presented to the May 15<sup>th</sup> Committee of the Whole to the June 19<sup>th</sup> Committee meeting to be further informed by priorities of the 2023 – 2027 *Corporate Strategic Plan* and directed staff provide information relating to the composition and growth of the Bylaw Services department over recent years.

### **Development Variance Permit [DVP 118] | 4289 Ravenhill Avenue**

Council authorized the issuance of Development Variance Permit No. 118 to permit a reduction of the required minimum front yard setback at 4289 Ravenhill Avenue from 7.5 metres to 3.26 metres for an accessory structure, a variance of 4.24 metres.

### **Burde Street Reconstruction | Anderson Avenue to 16<sup>th</sup> Avenue**

Council amended the 2023 – 2027 Financial Plan Bylaw, allocating \$800,000 towards the reconstruction of Burde Street between Anderson Avenue and 16<sup>th</sup> Avenue with funding from the Canada Community Building Reserve Fund.

### **Notice of Motion | Prohibit Illicit Drugs in Public Spaces**

Council put forward a Notice of Motion for the June 26<sup>th</sup> Regular meeting that Council direct staff to draft a bylaw that would prohibit the use of illicit drugs in public spaces.

## ■ QUESTION PERIOD

### **M. Ahlroos**

Inquired regarding road reconstruction practices and security of City heritage equipment [railcars].

### **N. Anderson**

Questioned the procedures bylaw amendments in relation to the encouragement of public participation at Council meetings.

## ■ COUNCIL MEETINGS

We encourage you to remain informed on City business and community topics by following meetings of Council which are livestreamed on the City website, [portalberni.ca](http://portalberni.ca), at 2:00 pm on the second and fourth Monday of each month. All meeting recordings are posted on the City website for viewing.

Complete Council agendas including all correspondence and reports are available at [portalberni.ca](http://portalberni.ca). Generally, these are posted the Friday before each Regular Council meeting and are archived on the site.

The Council Summary is prepared following each regular Council meeting and posted on the City's website. You can also visit the City website and sign up to receive summaries delivered directly to your inbox.

For more information related to Council meetings please visit [www.portalberni.ca/council](http://www.portalberni.ca/council). You may also contact the Corporate Services department at 250.723.2146 or email [corp\\_serv@portalberni.ca](mailto:corp_serv@portalberni.ca).

## ■ MEETINGS AT A GLANCE

### **Thursday, June 15<sup>th</sup>**

12:00 pm | Advisory Planning Commission  
Council Chambers

### **Monday, June 19<sup>th</sup>**

4:00 pm | Committee of the Whole  
Council Chambers

### **Monday, June 26<sup>th</sup>**

2:00 pm | Regular Council  
Council Chambers