

## CITY COUNCIL MEETING SUMMARY

An information report summarizing the Regular meeting of Council held June 27, 2022.  
This is not the official minutes. For more information, please contact the Director of Corporate Services at 250.720.2823 or email: [twyla\\_slonski@portalberni.ca](mailto:twyla_slonski@portalberni.ca)

### ■ PUBLIC INPUT

Wayne Oliver expressed concerns regarding illegal left turns entering the Tim Hortons on 10<sup>th</sup> Avenue and Redford Street and requested the matter be reviewed.

### ■ DELEGATIONS

#### Fire Smart Coordinator | Alberni Clayoquot Regional District

Randy Thoen, Fire Smart Coordinator presented on the Fire Smart Program including the availability of free home and property assessments, yard waste and debris removal and a \$500 rebate program currently offered to residents. For more information call 250.720.2700 or email [firesmart@acrd.bc.ca](mailto:firesmart@acrd.bc.ca).

### ■ STAFF REPORTS

#### Procurement Policy

Following a review of procurement practices at the City in 2021 and subsequent updates, Council approved Port Alberni Procurement Policy No. 3009-1 which incorporates current organizational needs, changes to trade agreements, and local government best practices.

#### Proposed Temporary Use Permit | Transition House Use

Council received information surrounding Temporary Use Permits [TUP] and in particular an application for Transition House use at 3130 3<sup>rd</sup> Avenue [Bread of Life Centre].

Council directed staff to issue public notice with respect to the TUP prior to Council's consideration of the application at the July 11<sup>th</sup> Regular meeting.

#### Strategic Asset Management Plan | Policy & Framework

Council approved the Strategic Asset Management Plan and Asset Management Policy No. 3000-1 which includes the Asset Management Framework which will assist in improving sustainable service delivery of the City's assets and operations.

#### Official Community Plan | Communications Strategy Update

Council received a communications strategy update in relation to the Official Community Plan review and update including a draft Engagement and Communication Strategy which was informed through input received from the public survey and vision workshop [held June 2<sup>nd</sup>] and outlines how community feedback will be solicited and reported back to Council moving forward.

In advance of endorsing the Strategy, a Committee of the Whole meeting will be held on July 18<sup>th</sup> to further determine the approach.

#### Funding Opportunities | Strategic Priorities Fund

Council authorized staff to submit two separate applications to the 2022 Strategic Priorities Fund under each funding stream identified in advance of the June 30, 2022 deadline.

The Capital Infrastructure Stream application will support the City's Sustainable Environment Infrastructure Upgrade – Phase 1" project related to the improving the environmental impact of infrastructure on Argyle Street from 1<sup>st</sup> to 3<sup>rd</sup> Avenue.

The Capacity Building Stream application will assist in a phased approach of analyzing and updating the City's "Digital Asset Management & GIS Strategy".

#### Local Food Infrastructure Fund

Council reaffirmed the City's endorsement of the Alberni Valley Food Charter [2012] and directed staff to apply to the Government of Canada's 'Local Food Infrastructure Fund' to receive and manage grant funding on behalf of the Port Alberni Port Authority, Agriculture Development Committee, Alberni Valley Food Security Group and the Alberni Farmers Institute for infrastructure to expand food systems in advance of the deadline date of July 15, 2022.

Council further authorized the allocation of \$2,500 of Economic Development funds towards the project pending a successful grant application.

## 2021 Annual Municipal Report

Council endorsed the 2021 Annual Municipal Report for the year 2021. The Report is available to the public on the City's website at <https://www.portalberni.ca/annual-reports>. Hard copies of the report will be available at City Hall after July 6<sup>th</sup>.

## ■ BYLAWS

**"City of Port Alberni Election and Assent Voting Bylaw No. 5054, 2022"** was finally adopted. The bylaw establishes the various procedures and requirements to be applied with regards to the conduct of the General Local Election scheduled to take place October 15, 2022.

**"City of Port Alberni Freedom of Information and Protection of Privacy Bylaw No. 5050, 2022"** was finally adopted. The bylaw encompasses amendments made to the Act since its inception and the introduction of an application fee in the amount of \$10 for each access request made.

**"Official Community Plan Amendment No. 38 (4210 Cedarwood Street – Citaapi Mahtii Housing Society), Bylaw No. 5051"** and **"Zoning Map Amendment No. 49 (4210 Cedarwood Street – Citaapi Mahtii Housing Society), Bylaw No. 5052"** were read a third time. The bylaws upon adoption will enable a high-density multi-family residential development at 4210 Cedarwood Street.

**"Zoning Map Amendment No. 53 (4925 Leslie Avenue – Needham), Bylaw No. 5059"** was introduced and given two readings. Given the amendment aligns with the City's OCP, Council proceeded to waive the public hearing.

While a formal public hearing will not be held, legislation requires that public notice is still given prior to Council considering further readings of the Bylaw.

**"City of Port Alberni Wastewater Treatment Facility Upgrade Loan Authorization Bylaw No. 5038, 2021"** was finally adopted. Following the Municipal Finance Authority 30-day challenge period, and subsequent certificate of approval, the bylaw will enable the borrowing of funds required to complete the Wastewater Treatment Facility Upgrade.

## ■ CORRESPONDENCE

**Uptown Merchants Association | Uptown Market**  
Council authorized the temporary road closures of 3<sup>rd</sup> Ave. from Argyle St. to Mar St. for the purpose of holding a market every Wednesday evening from 4 pm to 8 pm, July 6 to August 31, 2022 subject to:

- the notification of emergency services and BC transit
- consultation with all affected businesses/ residents
- implementation of a Traffic Plan / Traffic Control
- provision of standard liability insurance in the amount of \$5M

**Council also received their correspondence summary which included a letter from:**

- Ministry of Forests | Reply to City of Port Alberni letter dated March 10, 2022 regarding the Old Growth Deferral process.

## ■ 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

### Monday, July 11<sup>th</sup>

2:00 pm – Regular Council  
Council Chambers

6:00 pm – Public Hearing  
4738 Athol Street  
Council Chambers

### Monday, July 18<sup>th</sup>

4:00 pm – Committee of the Whole  
Council Chambers