

**MINUTES OF THE REGULAR MEETING OF COUNCIL**  
**Monday, May 8, 2023 @ 2:00 PM**  
**In the City Hall Council Chambers – 4850 Argyle Street, Port Alberni, BC**

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

**Staff:** M. Fox, Chief Administrative Officer  
S. Smith, Director of Development Services/Deputy CAO  
A. McGifford, Director of Finance  
S. Darling, Deputy Director of Corporate Services | Recording Secretary

**Gallery:** 3

**A. CALL TO ORDER & APPROVAL OF THE AGENDA**

The meeting was called to order at 2:00 PM.

*MOVED AND SECONDED, THAT the agenda be adopted as printed and circulated.*  
**CARRIED**

**B. ADOPTION OF MINUTES**

*MOVED AND SECONDED, THAT Minutes of the Special meeting held at 12:00 pm and Regular Council meeting held at 2:00 pm on April 24, 2023, and Special meeting held at 5:30 pm on April 25, 2023, as presented.*  
**CARRIED**

**C. PUBLIC INPUT PERIOD**

**S. McRuer**

Expressed the need for an Urban Forest Strategy within the Official Community Plan.

**J. Leskosek**

Spoke to the proposed Council Procedures Bylaw amendments.

**D. DELEGATIONS**

**Introduction of Interim Director of Corporate Services**

The Chief Administrative Officer introduced the Interim Director of Corporate Services, Donna Monteith.

**E. UNFINISHED BUSINESS**

**F. STAFF REPORTS**

**1. Accounts**

*MOVED AND SECONDED, THAT the certification of the Director of Finance dated May 8, 2023, be received and the cheques numbered 152653 to 152740 inclusive, in payment of accounts totalling \$1,048,920.39, be approved.*

**CARRIED | Res. No. 23-142**

**2. RCMP Department**

*MOVED AND SECONDED, THAT Council receive the 1<sup>st</sup> Quarter Report from the RCMP Department.*

**CARRIED | Res. No. 23-143**

**G. BYLAWS**

**1. Tax Rates Bylaw No. 5083, 2023**

*MOVED AND SECONDED, THAT "City of Port Alberni Tax Rates Bylaw No. 5083, 2023" be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5083.*

**CARRIED | Res. No. 23-144**

**2. Council Procedures Amendment Bylaw No. 5082, 2023**

*MOVED AND SECONDED, THAT Council refer the matter of amendments to the Council Procedure Bylaw to a Select Committee, to be known as the Council Procedure Bylaw review committee:*

*With the following terms of reference;*

- 1) The committee shall be comprised of 3 councillors, 3 members of the public and either the CAO or the Corporate Officer;*
- 2) The committee members shall be selected on or before June 12, 2023;*
- 3) The committee shall meet on at least two occasions, or more as the committee determines is necessary;*
- 4) The committee shall be empowered to seek such further input or guidance as the committee determines is necessary;*
- 5) The committee will report to Council on their progress on July 12, 2023 at the scheduled City council meeting, such report may be either interim or final.*

**DEFEATED**

*MOVED AND SECONDED, THAT Section 42(1) 'Public Input Period' for Committee of the Whole meetings be amended to increase the time permitted per speaker from three (3) minutes to five [5] minutes.*

**CARRIED | Res. No. 23-145**

*MOVED AND SECONDED, THAT Section 42(1) 'Public Input Period' for Committee of the Whole meetings be amended to permit an increase to the maximum number of speakers from four (4) to six (6).*

*MOVED AND SECONDED, that the above amendment be amended by adding the words 'with each individual permitted to speak one time per Public Input Period'.*

**CARRIED**

*MOVED AND SECONDED, THAT Section 42(1) 'Public Input Period' for Committee of the Whole meetings be amended to permit an increase to the maximum number of speakers from four (4) to six (6) with each individual permitted to speak one time per Public Input Period'.*

**CARRIED | Res. No. 23-146**

*MOVED AND SECONDED, THAT Section 42 'Public Input Period' for Committee of the Whole meetings be amended to include subsection (7) 'Priority will be given to speakers whom are residents and/or taxpayers of the City'.*

**CARRIED | Res. No. 23-147**

*MOVED AND SECONDED, THAT an additional 'Question Period' be added to Regular Council meeting agendas to replace Public Input Period.*

**DEFEATED**

Councillor Douglas left the meeting at 3:18 pm and returned at 3:22 pm.

*MOVED AND SECONDED, THAT Section 22 'Question Period' be amended to include subsection (3) 'Questions will be limited to three (3) per speaker at Regular Council meetings'.*

**CARRIED | Res. No. 23-148**

Councillor Dame left the meeting at 3:22 pm and returned at 3:25 pm.

*MOVED AND SECONDED, THAT Council direct staff to identify opportunities for public electronic participation at Committee of the Whole meetings.*

**CARRIED | Res. No. 23-149**

*MOVED AND SECONDED, THAT the Council Correspondence Register be added as an addendum to the Regular Council meeting agenda.*

**DEFEATED**

*MOVED AND SECONDED, THAT Section 35 'Form of Bylaws' and Section 46 'Reports' be amended to include electronic copies in addition to printed copies.*

**CARRIED | Res. No. 150**

*MOVED AND SECONDED, THAT "Council Procedures Amendment Bylaw No. 5082, 2023" be now introduced and read a first time, as amended.*

**CARRIED | Res. No. 23-151**

*MOVED AND SECONDED, THAT "Council Procedures Amendment Bylaw No. 5082, 2023" be read a second time.*

**CARRIED | Res. No. 23-152**

*MOVED AND SECONDED, THAT "Council Procedures Amendment Bylaw No. 5082, 2023" be read a third time.*

**CARRIED | Res. No. 23-153**

**3. Development Procedures Bylaw No. 5076, 2023**

*MOVED AND SECONDED, THAT "City of Port Alberni Development Procedures Bylaw No. 5076, 2023" be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5076.*

**CARRIED | Res. No. 23-154**

4. **Proposed Zoning Bylaw Amendment | 2244 Mallory Drive**  
*MOVED AND SECONDED, THAT "Zoning Map Amendment No. 56 (2244 Mallory Drive – Saywell Developments), Bylaw No. 5066" be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5066.*  
**CARRIED | Res. No. 23-155**
5. **Proposed Zoning Bylaw Amendment | 2272 Mallory Drive - Page 63**  
*MOVED AND SECONDED, THAT "Zoning Map Amendment No. 57 (2272 Mallory Drive – Saywell Developments), Bylaw No. 5067" be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5067.*  
**CARRIED | Res. No. 23-156**

**H. CORRESPONDENCE FOR ACTION**

1. **Alberni Valley Pride Society**  
*MOVED AND SECONDED, THAT Council authorize the Alberni Valley Pride Society request that City Hall fly the Pride flag during Pride Week, May 29 – June 4, 2023.*  
**CARRIED | Res. No. 23-157**
2. **Valley Street Rods Car Club**  
*MOVED AND SECONDED, THAT Council authorize the Valley Street Rods Car Club use of the parking area at the Harbour Quay for the purpose of a car show event on Sunday, August 13, 2023 from 12:00 pm to 5:00 pm subject to:*
  - the notification of emergency services and BC Transit;
  - consultation with all affected businesses/residents;
  - implementation of a Traffic Plan; and
  - provision of standard liability insurance in the amount of \$5M [minimum].**CARRIED | Res. No. 23-158**

**I. PROCLAMATIONS**

**J. CORRESPONDENCE FOR INFORMATION**

*The Deputy Director of Corporate Services summarized correspondence to Council as follows:*  
a. Union of BC Municipalities | Council 2023 AVICC Resolution Endorsement

**K. REPORT FROM IN-CAMERA**

**L. COUNCIL REPORTS**

1. **Council and Regional District Reports**  
*MOVED AND SECONDED, THAT the Council reports outlining recent meetings and events related to the City's business, be received.*  
**CARRIED | Res. No. 23-159**

**M. NEW BUSINESS**

1. **Code of Conduct Policy**  
*MOVED AND SECONDED, THAT Council approve the City of Port Alberni Council Code of Conduct Policy 3002-1.*  
**CARRIED | Res. No. 23-160**

2. **Liquor Licence Application Policy**

*MOVED AND SECONDED, THAT Council rescind the existing Liquor Licence Application Policy approved June 25, 2013.*

**CARRIED | Res. No. 23-161**

*MOVED AND SECONDED, THAT Council approve the City of Port Alberni Liquor Licence Application Policy 3006-1.*

**CARRIED | Res. No. 23-162**

3. **BC Transit Annual Operating Agreement**

*MOVED AND SECONDED, THAT the Mayor and Corporate Officer be authorized to execute the BC Transit | 2023 – 2024 Annual Operating Agreement between the City of Port Alberni and British Columbia Transit as attached to this report and in effect from April 1, 2023 to March 31, 2024.*

**CARRIED | Res. No. 23-163**

**N. QUESTION PERIOD**

**M. Alhroos**

Requested an update on the status of the Somass Lands redevelopment.

**J. Leskosek**

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

**O. ADJOURNMENT**

*MOVED AND SECONDED, THAT the meeting adjourn at 3:46 pm.*

**CARRIED**

CERTIFIED CORRECT

A blue ink signature of the Mayor, consisting of a stylized, sweeping line.

Mayor

A black ink signature of the Corporate Officer, appearing to be "D. Montiel".

Corporate Officer