

## CITY COUNCIL MEETING SUMMARY

An information report summarizing the Regular meeting of Council held May 9, 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

Gamdoor Brar, new to the City and unfamiliar with City streets, requested that the City repaint its street lines.

Sandy McRuer commented on a meeting scheduled to take place on May 16<sup>th</sup> at 7:30 pm at the Athletic Hall regarding the proposed Burde Street Development.

### ■ DELEGATIONS

#### 2021 City Audited Financial Statements

Cory Vanderhorst of MNP Chartered Accountants presented the City's Audited Financial Statements for the year ending 2021. In MNP's opinion, the consolidated financial statements present fairly, in all material respects, the consolidated financial position of the City as at December 31, 2021.

#### Municipal and Regional District Tax Program

Peter Mogleston, Alberni Valley Tourism Association [AVTA], Bill Collette, Alberni Valley Chamber of Commerce and Pat Deakin, Manager of Economic Development with the City, provided a status update on the Municipal and Regional District Tax Program [MRDT]. Council supported the AVTA's application to apply for the MRDT at the rate of 2% in an effort to support tourism marketing programs and other related projects.

### ■ UNFINISHED BUSINESS

#### Audit Committee

The Director of Corporate Services spoke to the Audit Committee's Terms of Reference and the requirement of Council to approve minutes. Council then proceeded to approve the Audit Committee meeting minutes of October 6 and November 8, 2021.

### ■ STAFF REPORTS

#### RCMP Department

Officer in Charge, Inspector Eric Rochette presented policing activities undertaken during the months of January to March 2022, noting that overall, criminal offences are up by 27% compared to this same timeframe last year.

#### Award of Tender No. 003-22 | Port Alberni Train Station Roofing

Council awarded Tender No. 003-22 | Port Alberni Train Station Roofing to RAM Roofing Ltd., in the amount of \$117,800 plus GST. As the Train Station is a registered historic building, the new roof will consist of cedar shakes.

#### BC Transit Annual Operating Agreement

Council approved the Mayor and Director of Corporate Services to sign the BC Transit 2022 – 2023 Annual Operating Agreement between the City of Port Alberni and British Columbia Transit effective April 1, 2022 to March 31, 2023.

#### Official Community Plan Update

Council endorsed staff moving forward with engaging Frank Planning Collaborative to provide City staff with support in its review of the OCP, in particular, Phase 3 "Vision and Community Priorities" as part of the Communications and Engagement Plan.

#### Extend Licences to Occupy | Temporary Sidewalk Patios

Council endorsed the extension of the City's Guidelines for Temporary Sidewalk Patios and use of the Licence to Occupy agreement until March 31, 2023 while the City continues to work on establishing criteria that commercial operators will be required to meet in order to be considered permanent.

Council also authorized staff to extend current executed Licenses to Occupy up to March 31, 2023, aligning with the LCRB Policy Directive No. 22-05 dated April 7, 2022 subject to Licensees being required to remove any materials and/or improvements located in the expanded areas that impede safe pedestrian access. City staff and commercial operators are working together to achieve removal by June 1, 2022.

#### Communications Support | Award of Statement of Work

While the City is in the process of recruiting a Manager of Communications Council has authorized staff to engage ZINC Strategies Inc., to support the City's communications needs.

## **Draft Policy No. 3002-1 | Council Code of Conduct**

The Director of Corporate Services spoke to Council's commitment to explore establishing a Council Code of Conduct and as a starting point, provided Council with a draft of Policy No. 3002-1 | Council Code of Conduct which reflects the model Code of Conduct prepared by the Working Group for Responsible Conduct [WGRC], a joint initiative between the Union of British Columbia Municipalities [UBCM], the Local Government Management Association [LGMA] and the Ministry of Municipal Affairs [MMA]. Noting that the model Code of Conduct was prepared as a starting point for Council's and in review of the 'Companion Guide', another supporting document prepared by the WGRC, Council agreed to engage a facilitator to assist Council with this important work.

### **Appointment of Approving Officer**

Council appointed Marianne Wade, Manager of Planning, as the Deputy Approving Officer for the City of Port Alberni effective May 9, 2022.

## **■ BYLAWS**

"Official Community Plan Amendment No. 38, Bylaw No. 5051", and "Zoning Map Amendment No. 49, Bylaw No. 5052" were introduced, given first and second readings, and advanced to a Public Hearing on Tuesday, May 31, 2022 at 6:00 pm in City Hall Council Chambers.

The proposed bylaws upon adoption will enable a high-density multi-family residential development at 4210 Cedarwood Street.

## **■ PROCLAMATIONS**

Council proclaimed June 4, 2022 as 'Access Awareness Day' in Port Alberni on behalf of SPARC BC [Social Planning and Research Council of British Columbia] promoting greater equality and access to opportunities for all citizens.

## **■ CORRESPONDENCE**

### **Alberni Valley Drag Racing Association**

Council authorized the Alberni Valley Drag Racing Association to conduct the 'Thunder in the Valley, Keeping the Dream Alive' event to take place at the Alberni Athletic Hall beginning with a Car Show and Charity Cruise on Saturday, August 6, 2022 and ending with a Swap Meet on Sunday, August 7, 2022 subject to:

- the notification of emergency services and BC transit
- consultation with all affected businesses/residents
- provision of route map [by June 30, 2022]
- implementation of a Traffic Plan
- provision of standard liability insurance
- Communicable Disease Plan in accordance with Provincial Health orders and guidelines in effect at the time of the event, if applicable.

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

- Union of BC Municipalities | City of Port Alberni 2022 Endorsed Resolutions
- Rebecca Terepocki | OPS
- Advisory Traffic Committing | April 20, 2022 Draft Minutes

## **■ QUESTION PERIOD**

Mr. Anderson inquired as to the status of his recommendation to Council to submit a resolution to UBCM advocating on the part of seniors and their incomes not sufficient to cover costs associated with the necessities of life. Mr. Anderson also sought clarification as to the next steps in Council exploring establishment of Council's Code of Conduct.

It was noted that Council will be considering resolutions to UBCM at a meeting in the near future which will also speak to providing the City of Victoria with a letter of support given Victoria's submission of a resolution advocating for liveable income support programs for not only seniors but people with disabilities and community members living in poverty.

## **■ 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, May 19<sup>th</sup>**

12:00 pm – Advisory Planning Commission Committee Room

### **Tuesday, May 24<sup>th</sup>**

9:30 am – Audit Committee | Council Chambers

### **Tuesday, May 24<sup>th</sup>**

2:00 pm – Regular Council | Council Chambers  
Council Chambers