

MINUTES OF THE REGULAR MEETING OF COUNCIL
Monday, June 27, 2022 @ 2:00 PM
In the City Hall Council Chambers – 4850 Argyle Street, Port Alberni, BC

PRESENT: Mayor S. Minions
Councillor R. Corbeil
Councillor D. Haggard
Councillor R. Paulson
Councillor H. Poon
Councillor C. Solda
Councillor D. Washington

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 amended for the purpose of reordering F.3 'Temporary Use Permit' 22-02 to follow 'Public Input Period'. The agenda was then adopted as amended.

CARRIED

B. ADOPTION OF MINUTES

1. *MOVED AND SECONDED, THAT the minutes of the Special meeting held at 10:00 am and Regular Council meeting held at 2:00 pm on June 13, 2022 be adopted.*

CARRIED

C. PUBLIC INPUT PERIOD

Wayne Oliver

Expressed concerns regarding illegal left turns entering the Tim Hortons on 10th Avenue and Redford Street and requested the matter be reviewed.

***F. STAFF REPORTS**

Mayor Minions left the meeting at 2:04 pm, declaring a conflict of interest as it relates to the Salvation Army's employment of her spouse.

Acting Mayor, Councillor D. Washington assumed the Chair at 2:04 pm.

F.3. Manager of Planning – Temporary Use Permit TUP22-02 | Transition House Use

MOVED AND SECONDED, THAT Council direct staff to issue a notice of intent pursuant to Section 494 of the Local Government Act informing the public of the proposed Temporary Use Permit (TUP) No. 22-02 for the purpose of operating a Transition House within the Bread of Life Centre [3130 3rd Avenue] for a 3 (three) year term in advance of Council's consideration for approval on July 11, 2022.

CARRIED | Res. No. 22-146

Mayor Minions returned to the meeting at 2:24 pm and assumed the Chair.

D. DELEGATIONS

1. **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 residents can call 250.720.2700 or email firesmart@acrd.bc.ca.

E. UNFINISHED BUSINESS

F. STAFF REPORTS CONTINUED...

1. Accounts

MOVED AND SECONDED, THAT the certification of the Director of Finance dated June 27, 2022, be received and the cheques numbered 150705 to 150796 inclusive, in payment of accounts totalling \$717,170.18, be approved.

CARRIED

2. Director of Finance – Draft Procurement Policy

MOVED AND SECONDED, THAT Council approve City of Port Alberni Procurement Policy No. 3009-1.

CARRIED | Res. No. 22-147

MOVED AND SECONDED, THAT Council rescind the following policies:

- *“Purchasing – Capital Expenditures” dated June 25, 2013*
- *“Purchasing – Capital Purchases and Projects” dated January 13, 2003*
- *“Capital Budget – Project Cost Variance Policy” dated March 10, 2014*
- *“Purchasing Procedure” dated March 10, 2014*
- *“Purchasing – Professional Services (Consultants)” dated May 12, 2014*

CARRIED | Res. No. 22-148

4. Deputy Director of Finance – Strategic Asset Management Plan | Policy & Framework

MOVED AND SECONDED, THAT Council approve the Strategic Asset Management Plan dated February 2022 and Asset Management Policy No. 3000-1, including Appendix ‘A’ Asset Management Framework as presented.

CARRIED | Res. No. 22-149

5. Manager of Planning – Official Community Plan | Communications Strategy Update -

MOVED AND SECONDED, THAT in relation to the review and update of the City of Port Alberni Official Community Plan, Bylaw No. 4602 Council will provide the following opportunities it considers appropriate for consultation with persons, organizations, or authorities it considers will be affected in the early stages of the OCP update:

- i. Hupačasath First Nation;*
- ii. Tseshaht First Nation; and*
- iii. Other stakeholders as listed in the Engagement and Communication Strategy prepared by FRANK Planning Collaborative June 20, 2022.*

CARRIED | Res. No. 22-150

THAT Council endorse the Engagement and Communication Strategy for the Vision and Guiding Principles prepared by FRANK Planning Collaborative and dated June 20, 2022.

MOVED AND SECONDED, THAT Council table the motion.

CARRIED | Res. No. 22-151

6. **Director of Corporate Services – Funding Opportunities | Strategic Priorities Fund**
MOVED AND SECONDED, THAT Council authorize staff to submit an application to the 2022 Strategic Priorities Fund | Capital Infrastructure Stream titled “Sustainable Environmental Infrastructure Upgrade – Phase 1” and in advance of the deadline date of June 30, 2022.

CARRIED | Res. No. 22-152

MOVED AND SECONDED, THAT Council authorize staff to submit an application to the 2022 Strategic Priorities Fund | Capacity Building Stream titled “Digital Asset Management & GIS Strategy” and in advance of the deadline date of June 30, 2022.

CARRIED | Res. No. 22-153

7. **Economic Development Manager – Local Food Infrastructure Fund**
MOVED AND SECONDED, THAT Council reaffirm the City’s endorsement of the Alberni Valley Food Charter [2012] and direct 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 Valley Farmers Institute for infrastructure to expand food systems and in advance of the deadline date of July 15, 2022.

CARRIED | Res. No. 22-154

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

CARRIED | Res. No. 22-154(a)

8. **Director of Corporate Services – Presentation of the Annual Report**
MOVED AND SECONDED, THAT Council for the City of Port Alberni endorse the Annual Report for the year ended December 31, 2021 as presented.

CARRIED | Res. No. 22-155

G. BYLAWS

1. **“City of Port Alberni Election and Assent Voting Bylaw No. 5054, 2022”**
MOVED AND SECONDED, THAT “City of Port Alberni Election and Assent Voting Bylaw No. 5054, 2022” be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5054.

CARRIED | Res. No. 22-156

2. **“City of Port Alberni Freedom of Information and Protection of Privacy Bylaw No. 5050, 2022”**

MOVED AND SECONDED, THAT “City of Port Alberni Freedom of Information and Protection of Privacy Bylaw No. 5050, 2022” be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5050.

CARRIED | Res. No. 22-157

3. **Director of Development Services/Deputy CAO – Proposed Official Community Plan and Zoning Bylaw Amendments | 4210 Cedarwood Street - Page 219**
MOVED AND SECONDED, THAT “Official Community Plan Amendment No. 38 (4210 Cedarwood Street – Citaapi Mahtii Housing Society), Bylaw No. 505” be read a third time.
CARRIED | Res. No. 22-158

MOVED AND SECONDED, THAT “Zoning Map Amendment No. 49 (4210 Cedarwood Street – Citaapi Mahtii Housing Society), Bylaw No. 5052” be read a third time.
CARRIED | Res. No. 22-159

4. **Development Planner – Proposed Zoning Bylaw Amendment | 4925 Leslie Avenue**
MOVED AND SECONDED, THAT “Zoning Map Amendment No. 53 (4925 Leslie Avenue – Needham), Bylaw No. 505” be now introduced and read a first time.
CARRIED | Res. No. 22-160

MOVED AND SECONDED, THAT “Zoning Map Amendment No. 53 (4925 Leslie Avenue – Needham), Bylaw No. 5059” be read a second time.
CARRIED | Res. No. 22-161

MOVED AND SECONDED, THAT Council waive the public hearing for “Zoning Map Amendment No. 53 (4925 Leslie Avenue – Needham), Bylaw No. 5059” in accordance with section 464 (2) of the Local Government Act, as the proposed amendment aligns with the Official Community Plan designations, and direct staff to provide public notice in accordance with section 467 of the Local Government Act prior to consideration of further readings of the Bylaw.
CARRIED | Res. No. 22-162

5. **Director of Finance – City of Port Alberni Wastewater Treatment Facility Upgrade Loan Authorization Bylaw No. 5038, 2021 | Adoption**
MOVED AND SECONDED, THAT “City of Port Alberni Wastewater Treatment Facility Upgrade Loan Authorization Bylaw No. 5038, 2021” be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5038.
CARRIED | Res. No. 22-163

H. CORRESPONDENCE FOR ACTION

1. **Uptown Merchants Association | Uptown Market**
MOVED AND SECONDED, THAT Council authorize the temporary road closures of 3rd Avenue from Argyle Street to Mar Street as requested by the Uptown Merchant’s Association for the purpose of holding a market every Wednesday evening from 4:00 pm – 8:00 pm starting on July 6, 2022 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 [minimum]***CARRIED | Res. No. 22-164**

I. PROCLAMATIONS

J. CORRESPONDENCE FOR INFORMATION

1. *The Director of Corporate Services summarized correspondence to Council as follows:*
 - a. Ministry of Forests | Reply to City of Port Alberni letter dated March 10, 2022 regarding the Old Growth Deferral process.

K. REPORT FROM IN-CAMERA

L. COUNCIL REPORTS

1. *MOVED AND SECONDED, THAT the Council reports outlining recent meetings and events related to the City's business, be received.*
CARRIED

M. NEW BUSINESS

N. QUESTION PERIOD

O. ADJOURNMENT

- MOVED AND SECONDED, THAT the meeting adjourn at 4:17 pm.*
CARRIED

CERTIFIED CORRECT



Mayor



Corporate Officer