

**MINUTES OF THE REGULAR MEETING OF COUNCIL**  
**Monday, March 13, 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 [Electronic Participation]

**Staff:** T. Pley, Chief Administrative Officer  
D. Leurebourg, Director of Corporate Services  
S. Smith, Director of Development Services/Deputy CAO  
A. McGifford, Director of Finance  
R. Dickinson, Director of Engineering and Public Works  
P. Deakin, Economic Development Manager  
S. Darling, Deputy Director of Corporate Services | Recording Secretary

**Gallery:** 10

**Introductory Remarks from Mayor Minions**

Mayor Minions offered thanks to the community and all those involved in the response and repair of the City's main water supply line which was damaged during an accident on Franklin River Road.

**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 the Special meeting held February 27, 2023 at 9:30 am, and Regular Council meeting held at 2:00 pm, be adopted.*

**CARRIED**

**C. PUBLIC INPUT PERIOD**

**M. Braunagel**

Commented on the unhoused population in the City.

**M. Moore**

Announced the opening of the Alberni Valley Makerspace, a non-profit society operating a community hub and entrepreneurial incubator for makers in the Alberni Valley by providing access to affordable tools, resources, lessons, and a shared workspace. For more information visit <https://www.albernimakerspace.ca/>.

**D. DELEGATIONS**

**1. BC SPCA**

C. Bownick, S. Sattar and L. Davis provided an overview of services and presented plans for the proposed new shelter building. For more information including volunteer opportunities visit <https://spca.bc.ca/locations/alberni-clayoquot/>

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**E. UNFINISHED BUSINESS**

**1. Council Procedures Bylaw | Agenda Distribution Amendment**

*MOVED AND SECONDED, THAT Council receive the staff report dated March 6, 2023 providing information related to the proposed change to the agenda distribution deadline for consideration during the Council Procedures Bylaw Amendment process.*

**CARRIED | Res. No. 23-52**

**2. Upper Johnston Road Lighting**

*MOVED AND SECONDED, THAT Council receive the staff report dated March 4, 2023 regarding the feasibility of the City providing power to the center median on Upper Johnston Road to enable installation of lighting on the existing trees and bushes;*

*AND FURTHER, THAT Council consider the request for power to the center median on Upper Johnston Road in the 2023 Capital Plan of the 2023 – 2027 Five-Year Financial Plan for the estimated cost of \$20,000.*

**CARRIED | Res. No. 23-53**

**3. Pathway and Trail Project Update**

*MOVED AND SECONDED, THAT Council receive the staff report dated March 5, 2023 regarding the update on pathway and trail projects for which the City has received grant funding.*

**CARRIED | Res. No. 23-54**

**4. Five Year Financial Plan 2023 – 2027, Bylaw No. 5075" | Amendment**

*MOVED AND SECONDED, THAT the "City of Port Alberni 2023 – 2027 Financial Plan Bylaw No. 5075, 2023" be amended as follows:*

*i. Assign \$150,000 from the Growing Communities Fund or alternatively from General Revenue [taxation] for the purpose of a Street Renewal Master Plan.*

**CARRIED | Res. No. 23-55**

*ii. Add \$20,000 in 2023 from General Revenue [taxation] to enable the provision of power to the center median on Upper Johnston Road for the purpose of installing lighting on the existing trees and bushes.*

**CARRIED | Res. No. 23-56**

*iii. Assign \$290,000 from the Growing Communities Fund for the purpose of funding the City's contribution to construction of the Roger Creek Connector Trail project and should the project not be eligible under the fund, bring back to Council for further consideration.*

**CARRIED | Res. No. 23-57**

*iv. Replace 2011 Freightliner Asphalt Patch Truck #266 from 2023 Capital Plan to 2024 Capital Plan.*

**CARRIED | Res. No. 23-58**

*MOVED AND SECONDED, THAT Council direct staff to prepare a report outlining the future repair and maintenance requirements related to City fields, with a priority focus on those utilized by youth sports.*

**CARRIED | Res No. 23-59**

*MOVED AND SECONDED, THAT Council direct staff to undertake a review of the Parks, Recreation and Heritage user fees in 2023 for implementation in 2024.*

**CARRIED | Res No. 23-60**

5. **Financial Plan Q&A Summary**

Council received the summary of questions and responses as it relates to the 2023-2027 Financial Planning process.

**F. STAFF REPORTS**

1. **Accounts**

*MOVED AND SECONDED, THAT the certification of the Director of Finance dated March 13, 2023, be received and the cheques numbered 152354 to 152420 inclusive, in payment of accounts totalling \$ 2,503,028.53, be approved.*

**CARRIED | Res. No. 23-61**

2. **Quarterly Reports**

*MOVED AND SECONDED, THAT Council receive the 1<sup>st</sup> Quarter Reports from the Economic Development Department, Engineering and Public Works Department and Fire Department.*

**CARRIED | Res. No. 23-62**

Councillor Dame exited at 3:41 pm.

**G. BYLAWS**

1. **Zoning Bylaw Amendment | 3911 & 3909 Cedar Street**

*MOVED AND SECONDED, THAT "Zoning Map Amendment No. 59 (3911 and 3909 Cedar Street – Hopkins) Bylaw No. 5072" be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5072.*

**CARRIED | Res. No. 23-63**

Councillor Dame returned at 3:43 pm.

**H. CORRESPONDENCE FOR ACTION**

1. **Alberni Valley Drag Racing Association**

*MOVED AND SECONDED, THAT Council authorize the Alberni Valley Drag Racing Society to conduct a 'cruise' event to begin at the Alberni Athletic Hall at 6:30 pm on Saturday, August 12, 2023 subject to:*

- *the notification of emergency services and BC transit*
- *consultation with all affected businesses/residents*
- *provision of route map [by June 30, 2023]*
- *implementation of a Traffic Plan*
- *provision of standard liability insurance in the amount of \$5M [minimum]*

**CARRIED | Res. No. 23-64**

2. **Coastline Endurance Running | Trail Running Event**

*MOVED AND SECONDED, THAT Council authorize Coastline Endurance Running access to City streets/trails on Saturday, July 15, 2023 from 8:00 am to 4:00 pm for the purpose of a trail running event starting at the Port Alberni Rugby Club and following the route as outlined in the attached map subject to:*

- *the notification of emergency services and BC Transit*
- *consultation with all affected businesses/residents*
- *responsible for implementation of a Traffic Safety Plan including qualified Traffic Control personnel as required*
- *provision of standard liability insurance in the amount of \$5M [minimum]*
- *event organizers responsible for removal of all flagging tape and stakes*
- *event organizers acknowledge that these trails are open to the public and as such trails will need to be shared accordingly*
- *event organizers acknowledge trails will be enjoyed as-is*

**CARRIED | Res. No. 23-65**

**I. PROCLAMATIONS**

1. **Vancouver Island Economic Alliance (VIEA)**

*MOVED AND SECONDED, THAT Council proclaim June 19 – 25, 2023 as ‘Island Good Days’ in Port Alberni.*

**CARRIED | Res. No. 23-66**

**J. CORRESPONDENCE FOR INFORMATION**

*The Director of Corporate Services summarized correspondence to Council as follows:*

- a. C. Alemany | AW Neill Street Name Change  
*MOVED AND SECONDED, THAT Council direct staff to prepare a report outlining costs and implications related to the potential name change of Neill Street, which commemorates Alan Webster Neill.*  
**CARRIED | Res. No. 23-67**
- b. Beta Sigma Phi Laureate Delta Kappa Chapter | Request for the Community Arts Council ‘The Grove’ to remain at Alberni Harbour Quay
- c. Tseshaht First Nation | 26 Calls for Truth and Justice
- d. D. Peffers | New Aquatic Centre and turf field
- e. Alberni Valley Museum and Heritage Commission Minutes | February 1, 2023

**K. REPORT FROM IN-CAMERA**

1. **Release from In-Camera | Harbour Quay Lease Agreements**

*Council released for public consumption Notice of its Intent to lease Unit 3 to J. Marchant | Donut Shop and Unit 15 to C. Dupas | Grassroots at the Alberni Harbour Quay for a five-year term.*

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2. **Release from In-Camera | Sale of Somass Equipment**

*Council released for public consumption the sale of salvaged materials, equipment and structures from Somass Lands as follows:*

- i) Toquaht Developments Ltd. in the amount of \$74,100, plus applicable taxes, with Toquaht Developments Ltd. to be responsible for all demolition and transportation related expenses, and in compliance with the City's safety, environmental and other requirements; and*
- ii) Franklin Forest Products in the amount of \$17,900, plus applicable taxes, with Franklin Forest Products to be responsible for all demolition and transportation related expenses, and in compliance with the City's safety, environmental and other requirements.*

**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. 23-68**

**M. NEW BUSINESS**

1. **Tseshaht First Nation 26 Calls for Truth and Justice**

*MOVED AND SECONDED, THAT Council direct staff to prepare a report addressing the Tseshaht First Nation | 26 Calls for Truth and Justice.*

**CARRIED | Res. No. 23-69**

2. **Development Application | 3100 3<sup>rd</sup> Avenue**

*MOVED AND SECONDED, THAT Council authorize the issuance of Development Permit No. 23-01 and that the Director of Corporate Services be authorized to sign the permit including the development plans as show on Schedule 'B', prepared by Colin Harper Architect dated March 6, 2023.*

**CARRIED | Res. No. 23-70**

3. **UBCM | Housing Summit | Authorize Council Registration**

*MOVED AND SECONDED, THAT Council authorize Councillor Dame [Councillor Douglas as alternate] to participate in the UBCM Housing Summit 'Housing BC Together' taking place April 4 – 5, 2023 in Vancouver, BC with authorization to include reimbursement of expenses incurred as per City Policy No. P6 – Travel Expense Policy.*

**CARRIED | Res. No. 23-71**

4. **FCM | 2023 Annual Conference and Trade Show | Authorize Council Registration**

*MOVED AND SECONDED, THAT Council authorize Mayor Minions and Councillor Patola [Councillor Douglas as alternate] to participate in the Federation of Canadian Municipalities 2023 'Local Action, National Results' Annual Conference and Trade Show taking place May 25 – 28, 2023 in Toronto, Ontario with authorization to include reimbursement of expenses incurred as per City Policy No. P6 – Travel Expense Policy.*

**CARRIED | Res. No. 23-72**

5. **Three Stream Waste Collection Service | Contract Amendment**

*MOVED AND SECONDED, THAT Council authorize the Mayor and Corporate Officer to amend the "3-Stream Waste Collection Service Agreement" with the Alberni-Clayoquot Regional District, to provide a \$1,700 per month reduction of costs for the handling and shipping of recyclable materials, related to the City's curbside collecting of recyclable materials within the City for 2023.*

**CARRIED | Res. No. 23-73**

N. **QUESTION PERIOD**

R. Smith

Requested that the Growing Communities Fund expenditures be tracked and reported.

O. **ADJOURNMENT**

*MOVED AND SECONDED, THAT the meeting adjourn at 4:04 pm.*

**CARRIED**

CERTIFIED CORRECT

  
\_\_\_\_\_  
Mayor  
\_\_\_\_\_  
Corporate Officer