

CITY COUNCIL MEETING SUMMARY

An information report summarizing the Regular meeting of Council held December 9, 2024.
These are not the official minutes. For more information, please contact the Corporate Services department at 250.723.2146 or email: corp_serv@portalberni.ca.

■ DELEGATIONS

25-Year Employee Recognition Award

Shawn Bourgoïn, Manager of Recreation Services recognized Miki Schwarz, Aquatic Programmer on her 25 years of employment with the City.

■ UNFINISHED BUSINESS

Five Year Financial Plan Q&A Summary

Summary of questions and responses as it relates to the 2025 – 2029 Financial Planning process. For more information, including how to participate in the Financial Plan process visit:

www.letsconnectpa.ca/city-budget-planning

Echo Aquatic Centre Operations

Council accepted the report as information, and asked Administration to provide further information on the ability to expand operating hours to include Saturday evenings and Sundays within the 2025 Financial Plan budget.

Nuisance Abatement Bylaw | Escalating Cost Recovery Structure

Council authorized the Bylaw Services department to strengthen its existing cost recovery structure related to the "City of Port Alberni Nuisance Abatement 2008, Bylaw No. 4705" by implementing two new fines, which will be included in "Bylaw Offence Notice Enforcement Bylaw, 2016, Bylaw No. 4929" as follows:

- \$500.00 fine for violations of Section 3(1): Cause/permit nuisance on real property;
- \$175 fine for violations of Section 3(2): Cause/permit nuisance in public.

The Next Level | Liquor Primary License – B-4963 Angus Street

Council supported the Liquor Primary License application for The Next Level operating at B-4963 Angus Street.

■ BYLAWS

"City of Port Alberni 2024-2028 Financial Plan Amendment Bylaw No. 5097-1, 2024"

was adopted. The amendment is provided to consolidate all changes made through Council resolution in 2024 within the 2024 – 2028 Five Year Financial Plan.

"Fire Control Bylaw No. 5122, 2024"

Third reading of the bylaw was rescinded. Council then provided third reading to the bylaw as amended to exclude Schedules A & B. Final adoption of the "Fire Control Bylaw No. 5122, 2024" will be considered at the next Regular Council meeting.

The Fire Control Bylaw grants authority to the Fire Chief and other members of the Port Alberni Fire Department (PAFD), indemnifies members of the PAFD, specifies the services provided, and sets out rules for residents, owners and developers pertaining to fire safety.

Nuisance Abatement Bylaw No. 4705-3, 2024"

Council rescinded third reading of this bylaw in order to make amendments to include additional violation fines. Third reading was then provided, as amended.

Upon adoption this bylaw will reflect current language for the definitions, wording about prohibition on both private and public places, and an updated fee schedule.

■ CORRESPONDENCE

2025 AVICC AGM 2nd call for Resolutions

Council received correspondence from AVICC providing information for the 2025 AGM and Convention resolution notice submission process and call for nominations to the Executive Committee.

Council received their correspondence summary which included letters from:

- a. BC Economic Development Association | 2025 BC Economic Summit
- b. The Village of Nakusp | Emergency Room Closures
- c. Alberni-Clayoquot Regional District | MOU for Long Beach Airport
- d. Contract Management Committee Secretariat | Deployment of Body Worn Cameras
- e. Association of Vancouver Island and Coastal Communities | Media Advisory – Watershed Security and Land Conservation Issues

- f. Ministry of Post Secondary Education and Future Skills | Grants in Lieu of Property Taxes for Post Secondary Institutions
- g. Island Health | Health Impacts of the Winter Season
- h. Alberni Valley Museum and Heritage Commission | Minutes of October 2 & November 6, 2024

■ **REPORT FROM IN-CAMERA**

Council released for public consumption that Councillor Mealey will be temporarily withdrawing from his status as Board Director [Council liaison] on the Alberni-Clayoquot Care Society.

Council released for public consumption direction that should there be a supportive referendum for the proposed new Aquatic Centre, Russell Field would be the designated location as determined in conjunction with the Alberni-Clayoquot Regional District.

■ **NEW BUSINESS**

2025 Meeting Schedules

Council approved the 2025 Meeting schedules. Meeting schedules can be found on the City website at www.portalberni.ca

Council Appointments | Internal and External Committees & Commissions

Council reviewed a listing of all internal and external committees and commission in advance of making 2025 appointments at its next Regular meeting.

Council appointed Mayor Minions (allocated 5 votes) and Councillor Haggard (allocated 5 votes), to the positions of Director of the Alberni-Clayoquot Regional District with alternates [in order] as follows: Councillor Patola, Councillor Solda, Councillor Dame, Councillor Mealey

Community Investment Program | 2025 Recommendations

Council authorized the 2025 Community Investment Program Committee recommendations including operational approvals of up to five years for local events where staff deem it appropriate and where there is support from the event provider.

Council also approved the updated Committee Terms of Reference.

Authorize Council Registration | 2025 Conferences

Council considered an overview of 2025 conferences and authorized the following as per Travel Policy No. 3009-2:

Councillor Haggard and Councillor Patola (as alternate) to participate in the 80th Annual Truck Loggers Association [TLA] Convention, taking place January 15-17, 2025 in Vancouver, BC.

Councillors Patola and Solda to participate in the annual BC Economic Development Association [BCEDA] 2025 BC Economic Summit taking place May 12-15, 2025 in Penticton, BC.

Up to five members of Council to participate with the Mayor in the Federation of Canadian Municipalities 2025 Annual Conference and Trade Show taking place May 29 – June 1, 2025 in Ottawa, Ont.

The Mayor and Councillors Haggard, Solda, and Dame to participate in the Vancouver Island Economic Alliance (VIEA) Summit taking place October 28, 29, 30, 2025 in Nanaimo, BC.

Council additionally made motion to consider annual attendance in the BC Not-for-Profit Housing Association Housing Central event, with next years' conference taking place November 17-19, 2025. Discussion on this will take place at future regular meetings of Council.

Council Code of Conduct

Council referred discussion on the Council Code of Conduct Bylaw to the next Committee of the Whole meeting.

FX Nite Club | Change to Hours of Liquor Service [Outside Service Hours]

Council made resolution to opt out of providing input on the Change to Hours of Liquor Service application for the FX Nite Club operating at 3131 3rd Avenue.

Motion to Reduce Expenditures for the 2025 Port Alberni Budget

Council directed Administration to verify and provide reasonable approximations of the following amounts:

Adjustment of the following service levels:

- Park Maintenance savings of \$116,000
- Horticulture savings of \$439,000
- Visitor Centre savings of \$104,000
- Alberni Pacific Railway savings of \$60,000
- IHS collections savings of \$42,000
- McLean Mill savings of \$202,000
- ACRD contributions to City benefits
 - a. Recreation facilities \$503,461
 - b. Economic Development \$15,000
 - c. Marine Access \$10,000
 - d. Parks Spaces \$10,000
- Fire Department savings of \$357,000
- Community Policing savings of \$163,000
- Bylaw Department savings of \$60,522
- Multiplex Arena savings of \$227,000

A reduction in optional service levels that may also produce a net benefit in capital resources, Opportunities to increase revenues through non-tax sources including but not limited to:

- Civic campground \$400,000
- Pay per use fees at market rates for all facilities
- Enforcement and collection of industrial and commercial bylaw violations \$10,000
- Cost recovery sale of utilities (water/sewer/etc.)

- Alternate power generation

Council also directed Administration to conduct a comprehensive review of operational services that are not deemed core services, with the objective of identifying options to reduce operational budgets to include, but not be limited to, the following considerations:

1. Maintenance Reductions: Assess potential reductions in the maintenance of public buildings, recreational fields, green spaces, gardens, boulevards, street cleaning, and trails.
2. Facility Operations: Evaluate the feasibility of closing City facilities or reducing service hours, including extended closures of the Multiplex during summer months, as well as a review of hours for City Hall, the Planning and Engineering Building, Echo Centre, Museum, and Community Safety Building.
3. Overtime Analysis: Investigate overtime expenditures across all departments, with a particular focus, but not limited to, the Fire Department and other departments for non-essential call-ins and casual coverage.
4. Policy Adjustments: Explore any necessary changes in policy that may lead to a reduction in service levels or adjusted standards that could lower operational costs.
5. Museum Budget Review: Provide a detailed report on the Museum's budget with recommendations for reducing the overall level of service being provided.
6. Economic Development Budget: Analyze the Economic Development budget to ensure all expenditures are strategically aligned with the City's financial sustainability goals, focusing on reportable projects and potential reductions.
7. Program Evaluation: Review all programming to identify those that do not cover costs, with suggestions for adjustments or eliminations.
8. Revenue Recommendations: Propose any changes to City revenue structures that may alleviate budget pressures for Council consideration.
9. Operational Cost Savings: Suggest additional operational cost-saving measures that Administration identifies as feasible to reduce service levels in non-core areas.

Administration will report back to Council in January with detailed options and recommendations for reducing operational service levels effectively.

■ QUESTION PERIOD

N. Anderson

Spoke in support of making amendments to the Council Code of Conduct and providing public an opportunity to provide input.

■ COUNCIL MEETINGS

The City of Port Alberni now offers hybrid Council and Committee of the Whole meetings.

We encourage you to remain informed on City business and community topics through the following options:

- Attend in-person in City Hall, Council Chambers, located at 4850 Argyle Street
- Livestream @ www.portalberni.ca
- Join online or by phone using MS Teams

Regular Council meetings are held 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. 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, including how to participate, please visit www.portalberni.ca/council. You may also contact the Corporate Services department at 250.723.2146 or email corp_serv@portalberni.ca.

■ MEETINGS AT A GLANCE

Thursday, December 19th

12:00 pm | Advisory Planning Commission
Council Chambers

Wednesday, January 8th

7:00 pm | Alberni Valley Heritage Commission
Alberni Valley Museum

Monday, January 13th

2:00 pm | Regular Council
Council Chambers

Tuesday, January 14

6:00 pm | Committee of the Whole
Council Chambers

