

**MINUTES OF THE REGULAR MEETING OF COUNCIL**  
**Monday, April 14, 2025 @ 2:00 PM**  
**In the City Hall Council Chambers & Via Video-Conference**  
**4850 Argyle Street, Port Alberni, BC**

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**Present:** Mayor S. Minions  
Councillor D. Dame  
Councillor D. Haggard  
Councillor C. Mealey  
Councillor C. Solda  
Councillor T. Verbrugge

**Regrets:** Councillor T. Patola

**Staff:** M. Fox, Chief Administrative Officer  
S. Darling, Director of Corporate Services  
A. McGifford, Director of Finance  
J. MacDonald, Director of Infrastructure Services  
M.C. Massicotte, Manager of Community Safety and Social Development  
J. Pelech, Manager of Information Services

**Gallery:** 2

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

*MOVED AND SECONDED, THAT the agenda be approved as circulated.*  
**CARRIED**

**B. ADOPTION OF MINUTES**

*MOVED AND SECONDED, THAT the Minutes of the Special meeting on March 20, 2025 and Special and Regular meetings of Council on March 24, 2025 be adopted, as circulated.*  
**CARRIED**

**C. DELEGATIONS**

**D. UNFINISHED BUSINESS**

**E. STAFF REPORTS**

**1. R.C.M.P. Quarterly Report | Inspector K. Bruce**

*MOVED AND SECONDED, THAT Council receive the R.C.M.P. Quarterly report for the period January 1, 2025 – March 31, 2025 as information.*

**CARRIED | Res. No. 25-184**

**2. Quarterly Departmental Reports**

*MOVED AND SECONDED, THAT Council receive the Quarterly Reports from the Infrastructure Services and Corporate Services departments for the period January 1, 2025 – March 31, 2025 as information.*

**CARRIED | Res. No. 25-185**

3. **Procurement Report**

*MOVED AND SECONDED, THAT Council receive the report '1<sup>st</sup> Quarter - 2025 Procurement Summary' dated March 31, 2025 as information.*

**CARRIED | Res. No. 25-186**

**F. BYLAWS**

1. **Tax Rates Bylaw No. 5124, 2025**

*MOVED AND SECONDED, THAT Council direct Administration to amend the "City of Port Alberni 2025 – 2029 Financial Plan Bylaw No. 5123, 2025" as follows:*

- *Lower line 11111 - General Purpose – Taxes – from \$35,744,832 to \$35,619,845.*
- *Lower line 28211 - Transfers to Reserve – Asset Management from \$ 1,522,784 to \$1,397,797.*

**CARRIED | Res. No. 25-187**

*MOVED AND SECONDED, THAT "City of Port Alberni Tax Rates Bylaw No. 5124, 2025" be now introduced and read for a first time.*

**CARRIED | Res. No. 25-188**

*MOVED AND SECONDED, THAT "City of Port Alberni Tax Rates Bylaw No. 5124, 2025" be read a second time.*

**CARRIED | Res. No. 25-189**

*MOVED AND SECONDED, THAT "City of Port Alberni Tax Rates Bylaw No. 5124, 2025" be read a third time.*

**CARRIED | Res. No. 25-190**

2. **Fees and Charges Bylaw No. 5125, 2025**

*MOVED AND SECONDED, THAT "Fees and Charges Bylaw No. 5125, 2025" be now introduced and read a first time.*

**CARRIED | Res. No. 25-191**

*MOVED AND SECONDED, THAT "Fees and Charges Bylaw No. 5125, 2025" be read a second time.*

**CARRIED | Res. No. 25-192**

*MOVED AND SECONDED, THAT "Fees and Charges Bylaw No. 5125, 2025" be read a third time.*

**CARRIED | Res. No. 25-193**

3. **Animal Control and Pound Bylaw No.5126, 2025**

*MOVED AND SECONDED, THAT "Animal Control and Pound Bylaw No. 5126, 2025" be now introduced and read a first time.*

**CARRIED | Res. No. 25-194**

*MOVED AND SECONDED, THAT "Animal Control and Pound Bylaw No. 5126, 2025" be read a second time.*

**CARRIED | Res. No. 25-195**

*MOVED AND SECONDED, THAT "Animal Control and Pound Bylaw No. No. 5126, 2025" be read a third time.*

**CARRIED | Res. No. 25-196**

4. **Cemetery Management Bylaw No. 5127, 2025**

*MOVED AND SECONDED, THAT "City of Port Alberni Cemetery Management Bylaw No. 5127, 2025" be now introduced and read a first time.*

**CARRIED | Res. No. 25-197**

*MOVED AND SECONDED, THAT "City of Port Alberni Cemetery Management Bylaw No. 5127, 2025" be read a second time.*

**CARRIED | Res. No. 25-198**

*MOVED AND SECONDED, THAT "City of Port Alberni Cemetery Management Bylaw No. 5127, 2025" be read a third time.*

**CARRIED | Res. No. 25-199**

5. **Solid Waste Collection and Disposal Bylaw No. 5120, 2025**

*MOVED AND SECONDED, THAT "Solid Waste Collection and Disposal Bylaw No. 5120, 2025" be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5120.*

**CARRIED | Res. No. 25-200**

6. **Business License Regulation Bylaw No. 4951-3, 2025**

*MOVED AND SECONDED, THAT "Business License Regulation Bylaw No. 4951-3, 2025" be now finally adopted, signed by the Mayor and Corporate Officer and numbered 4951-3.*

**CARRIED | Res. No. 25-201**

**G. CORRESPONDENCE FOR ACTION**

1. **Alberni-Clayoquot Regional District | Echo Aquatic Centre Feasibility Study**

*MOVED AND SECONDED, THAT Council authorize the Alberni-Clayoquot Regional District request to conduct a feasibility study for renovations to the existing Echo Aquatic Centre.*

**CARRIED | Res. No. 25-202**

**H. PROCLAMATIONS**

1. **United Steelworkers Local 1-1937 | Day of Mourning**

*MOVED AND SECONDED, THAT Council on behalf of United Steelworkers Local 1-1937 declare April 28, 2025 as Day of Mourning in recognition of workers either injured or killed on the job, and fly the National Day of Mourning Flag at City Hall at half-mast on April 28<sup>th</sup>.*

**CARRIED | Res. No. 25-203**

2. **Save Your Skin Foundation**

*MOVED AND SECONDED, THAT Council on behalf of Save Your Skin Foundation proclaim May 1-31, 2025 as 'Melanoma and Skin Cancer Awareness Month' in Port Alberni.*

**CARRIED | Res. No. 25-204**

3. **Alberni Valley Hospice Society | National Hospice Palliative Care Month**  
*MOVED AND SECONDED, THAT Council on behalf of Alberni Valley Hospice Society declare May 2025 as 'National Hospice Palliative Care Month' in Port Alberni.*  
**CARRIED | Res. No. 25-205**
4. **Prostate Cancer Foundation Canada | Prostate Cancer Awareness Month**  
*MOVED AND SECONDED, THAT Council on behalf of Prostate Cancer Foundation Canada proclaim September 2025 as 'Prostate Cancer Awareness Month' in Port Alberni.*  
**CARRIED | Res. No. 25-206**

**I. CORRESPONDENCE FOR INFORMATION**

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

- a. Minister of Water, Land and Resource Stewardship | Watershed Management
- b. Minister of Housing, Infrastructure and Communities | BC Transit Baseline Funding Stream
- c. BC Housing | Expanded Rental Assistance Program and Shelter Aid for Elderly Renters
- d. Ministry of Health | Workplace Nasal Naloxone Project

*MOVED AND SECONDED, THAT Council direct staff to participate in the Ministry of Health Workplace Nasal Naloxone Project initiative for publicly funded organizations to receive a one time no cost distribution of nasal naloxone kits and further, that staff be equipped with the associated training to recognize and respond to suspected drug poisoning.*

**CARRIED | Res. No. 25-207**

- e. Alberni Valley Chamber of Commerce | Highway 4 Disruption and Resiliency Solution Report
- f. AVICC | Reforming the *Local Government Act* Feedback
- g. Village of Daajing Giids | Copy of Letter from the Liquor and Cannabis Regulation Branch Re: Cannabis Taxation Sharing & Municipal-Owned Cannabis Retail Stores
- h. Alberni-Clayoquot Regional District | Keeping You Connected March 2025
- i. District of Sechelt | AVICC Resolution – Mandatory Good Neighbour Agreement
- j. Alberni Valley Museum and Heritage Commission | March 4, 2025 Meeting Minutes

*MOVED AND SECONDED, THAT Council receive the April 14, 2025 correspondence summary as information.*

**CARRIED | Res. No. 25-208**

**J. REPORT FROM IN-CAMERA**

1. Council released for public consumption notice of entry into mutual aid agreements between the City of Port Alberni and the Regional District of Nanaimo and the City of Port Alberni and the Town of Qualicum Beach, for a term of five years ending December 31, 2029, for the purpose of providing additional resources between Parties to Emergency Incidents.

2. Council released for public consumption execution of the following agreements between the City of Port Alberni and Matthews West Developments Ltd. for the Somass Lands:
  - Master Developer Agreement
  - Option to Purchase Agreement
  - Partnering Agreement
3. Council released for public consumption that an agreement was reached between the City of Port Alberni and the Canadian Union of Public Employees Local 118 effective March 31, 2025 for a 3-year term.

**K. 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 as information.*  
**CARRIED | Res. No. 25-209**

**L. NEW BUSINESS**

1. **Police Services Update | Police Resources in BC, 2023**

Council invited Inspector K. Bruce, R.C.M.P. to speak.

*MOVED AND SECONDED, THAT Council receive the 'Police Services Update - Police Resources in BC, 2023' report dated April 4, 2025 as information.*  
**CARRIED | Res. No. 25-210**

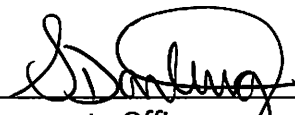
**M. QUESTION PERIOD**

**B. Kanngiesser**  
Inquired regarding tax rates.

**N. ADJOURNMENT**

*MOVED AND SECONDED, THAT the meeting adjourn at 3:54 p.m.*  
**CARRIED**

  
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Mayor

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