

**MINUTES OF THE REGULAR MEETING OF COUNCIL**  
**Monday, May 26, 2025 @ 2:00 PM**  
**In the City Hall Council Chambers & Via Video-Conference**  
**4850 Argyle Street, Port Alberni, BC**

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**Present:** Councillor D. Dame  
Councillor D. Haggard  
Councillor C. Mealey  
Councillor T. Patola  
Councillor C. Solda

**Regrets:** Mayor S. Minions  
Councillor T. Verbrugge

**Staff:** M. Fox, Chief Administrative Officer  
S. Smith, Director of Development Services, Deputy CAO  
S. Darling, Director of Corporate Services  
M. Owens, Fire Chief  
D. Arsenault, Manager of Engineering  
S. Perry, Manager of Culture  
K. Motiuk, Deputy Director of Corporate Services [Recording Secretary]  
J. Pelech, Information Services Manager

**Gallery:** 3

**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 and Regular meetings of Council on May 12, 2025 be adopted, as presented.*  
**CARRIED**

**C. DELEGATIONS**

**D. UNFINISHED BUSINESS**

**E. STAFF REPORTS**

**1. Quarterly Departmental Report**

*MOVED AND SECONDED, THAT Council receive the Quarterly Report from the Fire department for the period January 1, 2025 – March 31, 2025 as information.*  
**CARRIED | Res. No.25-249**

**F. BYLAWS**

**1. Bylaw 5129 | Respectful Behaviour**

*MOVED AND SECONDED, THAT "Respectful Behaviour Bylaw No. 5129, 2025" be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5129.*  
**CARRIED | Res. No.25-250**

**G. CORRESPONDENCE FOR ACTION**

**H. PROCLAMATIONS**

**I. CORRESPONDENCE FOR INFORMATION**

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

- a. Union of BC Municipalities | 2025 Resolutions
- b. AVICC | Reforming the *Local Government Act* – A Roadmap
- c. North Coast Regional District | Pacific Northern Gas Proposed Increase of Natural Gas Delivery Rates
- d. ACRD Board Highlights | April 2025
- e. ACRD Media Release | NIC Greenhouse Propagation Course
- f. Alberni Valley Chamber of Commerce Media Release | Board Appointments
- g. AV Museum and Heritage Commission Minutes | April 2, 2025

*MOVED AND SECONDED, THAT Council receive the May 26, 2025 correspondence summary as information.*

**CARRIED | Res. No.25-251**

**J. REPORT FROM IN-CAMERA**

1. Council released for public consumption that terms of the months of operation be revised for Unit 17 in Spirit Square at Harbour Quay from May 1<sup>st</sup> through October 31<sup>st</sup> to June 1<sup>st</sup> through September 30<sup>th</sup> and that following advertisement, should there be no applications received, that staff offer the unit free of charge to the Alberni Valley Chamber of Commerce for the 2025 season.
2. Council released for public consumption amendment of the “*City of Port Alberni 2025-2029 Financial Plan Bylaw No. 5123, 2025*” by transferring \$7,000 from Line 21190 – Receptions and Other Services & Line 21259 - Other Common Services to Line 21110 – Mayor & 21130 – Council, to provide an option for Council benefits coverage for dependents.

**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.25-252**

**L. NEW BUSINESS**

1. **Master Planning Update**

*MOVED AND SECONDED, THAT Council amend “City of Port Alberni 2025-2029 Financial Plan Bylaw No. 5123, 2025” for the purpose of Capital Plan changes for Master Planning projects as follows:*

- a) *Reallocate \$26,000 from project #24004, “Fire Services Master Plan”, to project #24001, “Parks, Recreation & Culture Master Plan”;*
- b) *Reallocate \$124,000 from project #24004, “Fire Services Master Plan”, to proposed 2026 capital project “Development Cost Charges Update”.*

**CARRIED | Res. No.25-253**

2. **2025 UBCM Resolutions**

*MOVED AND SECONDED, THAT Council receive the report 'UBCM 2025 Resolutions' dated May 26, 2025 as information.*

**CARRIED | Res. No.25-254**

3. **Community Heritage Commission | 2025 Alberni District Fall Fair**

*MOVED AND SECONDED, THAT Council authorize the Community Heritage Commission to participate in the 2025 Alberni District Fall Fair to host an information and engagement booth, and to conduct a short community survey regarding cultural and heritage awareness, interests, and future initiatives.*

**CARRIED | Res. No.25-255**

4. **Development Variance Permit (DVP 125) | 4691 Gertrude Street**

*MOVED AND SECONDED, THAT Council authorize the issuance of Development Variance Permit No. 125 and that the Director of Corporate Services be authorized to sign the permit granting the following variance to the Zoning Bylaw with conditions at 4691 Gertrude Street:*

- *Vary Section 6.7.4 to increase the permitted height of a fence from the rear of the required front yard setback to the rear of the property to 2.44 metres for a variance of 0.64 metres.*

**CARRIED | Res. No.25-256**

5. **Paper Mill Dam Maintenance**

*MOVED AND SECONDED, THAT Council receive the report 'Paper Mill Dam Park Maintenance' dated May 22, 2025 as information.*

**CARRIED | Res. No.25-257**

**M. QUESTION PERIOD**


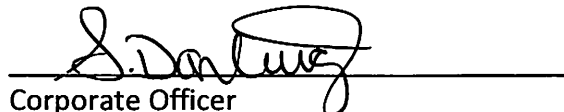
**R. Smith**

Inquired about changes to Council dependant benefits.

**N. ADJOURNMENT**

*MOVED AND SECONDED, THAT the meeting adjourn at 3:01 p.m.*

**CARRIED**

  
Mayor  
Corporate Officer