

MINUTES OF THE COMMITTEE OF THE WHOLE
Monday, June 16, 2025 @ 6:00 PM
In the City Hall Council Chambers & Via Video-Conference
4850 Argyle Street, Port Alberni, BC

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

Staff: M. Fox, Chief Administrative Officer
S. Darling, Director of Corporate Services
A. McGifford, Director of Finance
R. Macauley, Deputy Director of Finance
J. MacDonald, Director of Infrastructure Services
K. Orchiston, Asset Management Initiatives Manager
R. Kraneveldt, Manager of Facilities
S. Perry, Manager of Culture
M.C. Massicotte, Manager of Community Safety and Social Development
K. Motiuk, Deputy Director of Corporate Services [Recording Secretary]
P. Datta, PC Support/LAN Technician

Gallery: 4

A. CALL TO ORDER & APPROVAL OF THE AGENDA

The meeting was called to order at 6:00 PM.

MOVED AND SECONDED, THAT the agenda be adopted as circulated.

B. ADOPTION OF MINUTES

MOVED AND SECONDED, THAT the minutes of the meeting held on April 22, 2025 be adopted as presented.

CARRIED

C. PUBLIC INPUT PERIOD

1. M. Stabler

Spoke to concerns regarding the closure of gates to the public at Somass Park.

2. N. Anderson

Expressed concerns about the financial burden of annual tax increases.

D. DELEGATIONS

1. BC Transit

Seth Wright, Senior Manager, Government Relations and Jacob Burnley, Transit Planner, provided an update on the Port Alberni/Alberni Valley Transit Future Service Plan.

Councillor Dame left the meeting at 6:55 p.m. and returned to the meeting at 6:58 p.m.

Councillor Mealey recused himself from the Alberni Valley Bulldogs presentation due to his personal involvement with the organization.

2. **Alberni Valley Bulldogs | Multiplex Feature Wall**

MOVED AND SECONDED, THAT the Committee of the Whole recommend Council approve in principle the proposed artwork for a feature wall at the multiplex and direct Administration to develop an agreement with the Alberni Valley Bulldogs regarding its ownership, installation and maintenance.

CARRIED | Res No. 25-68

Councillor Mealey returned to the meeting at 7:22 p.m.

E. **UNFINISHED BUSINESS**

F. **STAFF REPORTS**

G. **CORRESPONDENCE**

H. **NEW BUSINESS**

1. **Reserve Fund Establishment Bylaw | Amendment**

MOVED AND SECONDED, THAT the Committee of the Whole recommend Council provide introduction and three readings to amend the "Reserve Fund Establishment Bylaw No. 5086, 2023" for the purpose of adding the following reserves:

- *Establishment of Asset Management – Lease Revenue Reserve*
- *Establishment of Transit – Local Transit Fund Reserve*
- *Amendment to purpose – McLean Mill Reserve*

CARRIED | Res No. 25-69

2. **Argyle 1st Avenue to 3rd Avenue Redevelopment Project**

MOVED AND SECONDED, THAT the Committee of the Whole recommend Council amend "City of Port Alberni 2025-2029 Financial Plan Bylaw No. 5123, 2025", by allocating \$6,375,000 towards redevelopment of Argyle Street between 1st and 3rd Avenue with funding from the General Fund, Water Infrastructure Capital Reserve and Sewer Infrastructure Capital Reserve in the amount of \$2,125,000 each in the 2026 Capital Plan.

CARRIED | Res No. 25-70

3. **Franklin River Road Watermain Replacement Project**

MOVED AND SECONDED, THAT the Committee of the Whole recommend Council amend the "City of Port Alberni 2025-2029 Financial Plan Bylaw No. 5123, 2025", by allocating \$4,033,000 towards the Franklin River Road Watermain Replacement Phase 1 with funding from the Water Infrastructure Capital Reserve in the amount of \$4,033,000 for completion in 2026;

AND FURTHER, THAT the Committee of the Whole recommend Council amend the "City of Port Alberni 2025-2029 Financial Plan Bylaw No. 5123, 2025", by allocating \$4,444,000 towards the Franklin River Road Watermain Replacement Phase 2 with funding from the Water Infrastructure Capital Reserve in the amount of \$4,444,000 for completion in 2029.

CARRIED | Res No. 25-71

Councillor Haggard left the meeting at 8:06 p.m. and returned to the meeting at 8:08 p.m.

4. 2025 UBCM Strategic Priorities Fund

MOVED AND SECONDED, THAT the Committee of the Whole recommend Council direct Administration to apply for the 2025 UBCM Strategic Priorities Fund - Capital Infrastructure Stream for the Argyle 1st to 3rd Avenue Redevelopment Project and, therefore commits to the City of Port Alberni providing overall grant management and supporting any potential cost overruns associated with the project.

CARRIED | Res No. 25-72

MOVED AND SECONDED, THAT the Committee of the Whole recommend Council direct Administration to apply for the 2025 UBCM Strategic Priorities Fund - Capacity Building Stream for the development of a Community Safety and Well-Being Strategy and therefore commits to the City of Port Alberni providing overall grant management and supporting any potential cost overruns associated with the project.

CARRIED | Res No. 25-73

5. 2025 – 2029 Financial Plan | Amendment

MOVED AND SECONDED, THAT the Committee of the Whole recommend Council amend "[City of Port Alberni 2025-2029 Financial Plan Bylaw No. 5123, 2025](#)" as follows:

- i. Decrease line 19114 - Operating Funds from Prior Years \$650,000*
- ii. Increase line 21190 - Receptions and Other Services - \$195*
- iii. Decrease line 21212 - Corporate Services - \$49,500*
- iv. Increase line 21216 - Bylaw Enforcement - \$10,905*
- v. Increase line 21217 - Bylaw Enforcement Vehicles - \$130*
- vi. Increase line 21218 - Public Safety Building - \$640*
- vii. Increase line 21221 - Financial Management Administration - \$92,275*
- viii. Increase line 21226 - Purchasing Administration - \$6,250*
- ix. Increase line 21252 - City Hall - \$3,680*
- x. Increase line 21254 - Planning & Engineering Building - \$915*
- xi. Increase line 21259 - Other Common Services - \$365*
- xii. Increase line 21261 - Information Services - \$15,785*
- xiii. Increase line 22122 - Police Services Administration - \$60,090*
- xiv. Increase line 22160 - Police Building Maintenance - \$3,920*
- xv. Increase line 22180 - Detention & Custody of Prisoners - \$27,280*
- xvi. Increase line 22471 - Fire Building Maintenance - \$285*
- xvii. Increase line 22480 - Vehicle Repair & Maintenance - \$545*

- xviii. Increase line 22921 - Building & Plumbing Inspection - \$11,260
- xix. Increase line 23110 - Engineering Administration - \$21,060
- xx. Increase line 23129 - Clerical & Reception-Operation - \$5,490
- xxi. Increase line 23134 - Small Tools/Equipment/Supplies - \$160
- xxii. Increase line 23136 - Works Yard Maintenance - \$3,555
- xxiii. Increase line 23137 - Main Building Maintenance - \$2,235
- xxiv. Increase line 23138 - Shop Overhead - \$2,630
- xxv. Increase line 23160 - General Equipment Maintenance - \$9,930
- xxvi. Increase line 23161 - Vehicle Maintenance & Replacement - \$290
- xxvii. Increase line 23205 - Supv. Vehicle Mtce. & Replacement - \$3,215
- xxviii. Increase line 23220 - Streets Inspections - \$2,495
- xxix. Increase line 23231 - Roadway Surfaces Maintenance - \$13,345
- xxx. Increase line 23233 - Road Allowance Maintenance - \$12,885
- xxxi. Increase line 23236 - Street Sweeping - \$3,450
- xxxii. Increase line 23237 - Snow & Ice Removal - \$3,610
- xxxiii. Increase line 23241 - Bridges & Engineered Structures - \$120
- xxxiv. Increase line 23250 - Overhead & Decorative Lighting - \$930
- xxxv. Increase line 23261 - Signs & Traffic Marking - \$4,795
- xxxvi. Increase line 23272 - Off-Street Parking - \$320
- xxxvii. Increase line 23291 - Gravel - \$1,235
- xxxviii. Increase line 23311 - Ditch, Creek & Dyke Maintenance - \$4,095
- xxxix. Increase line 23331 - Storm Sewer Maintenance - \$4,940
- xl. Increase line 23333 - Storm Sewer Lift Station - \$780
- xli. Increase line 23335 - Storm Sewer Connections - \$1,985
- xl. Increase line 23881 - Training Program - \$2,220
- xl. Increase line 23882 - Safety - \$1,825
- xl. Increase line 23884 - Special Streets Work Orders \$355
- xl. Increase line 24320 - Residential Waste Collection - \$17,030
- xl. Increase line 24322 - Solid Waste Containers Purchase & Mtce. - \$1,975
- xl. Increase line 25161 - Cemetery Maintenance - \$525
- xl. Increase line 25162 - Interments - \$1,645
- xl. Increase line 25163 - Memorial Marker Installation - \$905
- l. Increase line 26129 - Planning Administration - \$15,085
- li. Increase line 26235 - Economic Development - \$285
- lii. Increase line 26770 - Harbour Quay - Buildings Maintenance - \$2,765
- liii. Increase line 27110 - Parks, Recreation & Heritage Mgmt. Serv. - \$13,935
- liv. Increase line 27120 - Gyro Youth Centre Maintenance - \$1,510
- lv. Increase line 27128 - Glenwood Centre Maintenance - \$1,680
- lvi. Increase line 27129 - Bob Dailey Stadium - \$205
- lvii. Increase line 27130 - Echo Activity Centre Maintenance - \$11,285
- lviii. Increase line 27134 - Echo Aquatic Maintenance - \$15,365

- lix. Increase line 27140 - AV Multiplex Concessions - \$6,590*
- lx. Increase line 27142 - AV Multiplex Skate Shop - \$1,270*
- lxi. Increase line 27144 - AV Multiplex Maintenance - \$33,225*
- lxii. Increase line 27146 - Parks Building & Fieldhouses - \$2,545*
- lxiii. Increase line 27148 - Echo Park Field House - \$2,030*
- lxiv. Increase line 27156 - Glenwood Centre Programs - \$3,150*
- lxv. Increase line 27160 - Echo Aquatic Programs - \$38,065*
- lxvi. Increase line 27163 - AV Multiplex Programs - \$6,970*
- lxvii. Increase line 27166 - Leisure Service Programs - \$11,985*
- lxviii. Increase line 27173 - Children's Programs - \$11,490*
- lxix. Increase line 27180 - Adult Programs - \$1,440*
- lxx. Increase line 27190 - Special Events - \$785*
- lxxi. Increase line 27198 - Vehicle Maintenance & Repair - \$320*
- lxxii. Increase line 27210 - Parks & Facility Management Services - \$235*
- lxxiii. Increase line 27215 - Parks Maintenance - \$33,545*
- lxxiv. Increase line 27220 - Horticultural Services - \$10,930*
- lxxv. Increase line 27225 - Vehicles & Equipment Mtce. & Repair - \$3,195*
- lxxvi. Increase line 27530 - Parks Upgrading - \$250*
- lxxvii. Increase line 27510 - Museum Services - \$5,310*
- lxxviii. Increase line 27515 - Museum Programs - Curatorial - \$6,340*
- lxxix. Increase line 27530 - Industrial Collections - \$215*
- lxxx. Increase line 27550 - Museum Maintenance - \$2,205*
- lxxxı. Increase line 27710 - McLean Mill City Operations - \$390*
- lxxxii. Decrease line 28211 - Transfers to Reserve - Asset Management - \$1,100,000*
- lxxxiii. Decrease line 29911 - Contingency Funds - \$110,000*
- lxxxiv. Increase line 64110 - Water Administration & Other - \$10,400*
- lxxxv. Increase line 64141 - Supply Inspection & Operation - \$4,385*
- lxxxvi. Increase line 64161 - Pumping Inspection & Operation - \$5,240*
- lxxxvii. Increase line 64181 - Transmission/Distribution System - \$9,750*
- lxxxviii. Increase line 64185 - Meters - \$6,090*
- lxxxix. Increase line 64187 - Hydrants - \$1,745*
- xc. Decrease line 68220 - Transfers to Water Capital Fund - \$37,610*
- xcı. Increase line 104210 - Sewer Administration & Other - \$6,085*
- xcii. Increase line 104240 - Sewage Collection System Main - \$3,210*
- xciii. Increase line 104241 - Sewer Service Connections - \$5,270*
- xciv. Increase line 104260 - Sewage Lift Stations - \$4,935*
- xcv. Increase line 104280 - Sewage Treatment - \$4,820*
- xcvi. Decrease line 108220 - Transfer to Sewer Capital Fund - \$24,320*
- xcvii. Move line '21226 - Purchasing Administration' from 'Financial Management' to 'Public Works Administration'.*

- xcviii. *Add 'Multiplex Chiller Rental and Installation' to the 2025 Capital Plan with funding sourced from the Parks and Recreation Reserve in the amount of \$285,000.*
- xcix. *Consolidate the Burde Street Renewal under one project totalling \$2,481,700 under Paving & Road Construction.*
 - c. *Add \$3,000 to 'Welcome Sign' to have the total of \$40,000 for the project as previously directed by Council.*
 - ci. *Amend the Master Plan allocations for Growing Communities Fund (previously directed by Council);*
 - a. *Fire Services Master Plan - \$100,000;*
 - b. *Parks, Recreation & Culture Master Plan (incl. Facilities Condition Assessments) - \$326,000;*
 - c. *Stormwater & Combined Sewer Overflow Master Plan - \$200,000;*
 - d. *Transportation Master Plan - \$250,000;*
 - e. *Watershed Protection Plan - \$50,000;*
 - f. *Development Cost Charges - \$124,000*
 - cii. *Add the annual budget for Amortization in a schedule within the 'Financial Plan'.*
 - ciii. *Capital Plan - Remove 23055 - 'Burde Street - 11th Ave to Estevan 650m - Development related' - \$160,000.*
 - civ. *Capital Plan - Remove 'Replace 2005 VOLVO TANDEM GRAVEL TRUCK #264' from ERRF in 2028.*
 - cv. *Capital Plan - Remove project 24102 - 'CSO - 3rd Avenue Storm' - \$72,311.*
 - cvi. *Capital Plan - Remove project 24103 - CSO - Burde St - 9th to North Park - \$1,242,000.*
 - cvii. *Capital Plan - Reduce 'McLean Mill Capital Projects - John Dam Priority report' by \$60,000 in 2025 and in future years.*
 - cviii. *Add 'Train Station Ventilation - \$50,000' to the Capital listing in the 2025 Capital Plan.*
 - cix. *Increase line 22121 - Police Contract Services:*
 - *add \$271,093 (0.75%) in 2026;*
 - *add \$299,071 in 2027;*
 - *Add \$260,332 in 2028; and*
 - *Add \$116,423 in 2029.*
 - cx. *Add new line to "TRANSFERS TO RESERVE ALLOWANCES" - 28211 – To Water Infrastructure Reserve (PW roof) – add \$241,000.*

CARRIED | Res No. 25-74

6. **McLean Mill | Historic Zone**

MOVED AND SECONDED, THAT the Committee of the Whole recommend Council not expend any more tax dollars in capital investments or repairs to the historic areas of McLean Mill, and for the purposes of safety fence the historic area.

DEFEATED

MOVED AND SECONDED, THAT the Committee of the Whole recommend Council direct Administration to complete safety upgrades to the McLean Mill National Historic Site for \$50,000 with funding from the McLean Mill Reserve.

CARRIED | Res No. 25-75

MOVED AND SECONDED, THAT the Committee of the Whole defer discussion of the development a five-year strategy for restoration and remediation upgrades to McLean Mill National Historic Site until a conversation has been had with the Alberni Valley Chamber of Commerce.

CARRIED | Res No. 25-76

Councillor Mealey left the meeting at 9:39 p.m. and returned to the meeting at 9:40 p.m.

7. **Council Procedures Bylaw Amendment**

MOVED AND SECONDED, THAT the Committee of the Whole defer discussion on the Council Procedures Bylaw Amendment to a future Committee of the Whole meeting.

CARRIED | Res No. 25-77

8. **Municipal Alcohol Policy (MAP)**

MOVED AND SECONDED, THAT the Committee of the Whole recommend Council approve Municipal Alcohol Policy No. 3002-9.

CARRIED | Res No. 25-78

I. QUESTION PERIOD

J. Leskosek

Inquired about In Camera meeting procedures, current status of the Rollins Building.

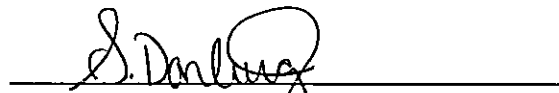
J. ADJOURNMENT

MOVED AND SECONDED, THAT the meeting adjourn at 9:49 p.m.

CARRIED



Mayor



Corporate Officer