



CITY COUNCIL MEETING SUMMARY

An information report summarizing the Regular meeting of Council held June 23, 2025.
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.

BYLAWS

“Official Community Plan Amendment Bylaw No. 5118” and “Zoning Amendment (6123 & 6151 Russell Place) Bylaw No. 5119” did not receive third reading. Council directed Administration to work with the applicant to determine lower density options for development as part of the Rainbow Gardens application.

“Waterworks Bylaw No. 5131, 2025”, “Sewer Connection and Regulation Bylaw No. 5132, 2025” and “Solid Waste Collection and Disposal Bylaw No. 5120-1, 2025” were introduced and given three readings.

The Bylaw amendments are required in order to apply new rates applicable to water consumption/connections, sewer fees/connections as well as solid waste disposal to ensure:

- revenue sufficiency for system maintenance and capital replacements;
- rate equity for fairness;
- resource conservation to improve management and reduce operating costs

“Fees and Charges Amendment Bylaw No. 5125-1, 2025” was introduced and given three readings. The bylaw upon adoption will reflect the revision of existing fees and elimination of fees that are no longer required.

“Reserve Fund Establishment Bylaw No. 5086-2, 2025” was introduced and given three readings. The bylaw upon adoption will include a schedule outlining the reserves and their specific purposes.

Financial Plan Amendments

Council authorized amendments to the City's Five-Year Financial Plan. The amendments update the 2025-2029 Financial Plan so that it accurately reflects budget projections.

“City of Port Alberni 2025-2029 Financial Plan Amendment Bylaw No. 5123-1, 2025” was introduced and given three readings. The amendment is provided to consolidate all changes made through Council resolution in 2025 within the 2025 – 2029 Five Year Financial Plan. Council will consider adoption at their July 14th Regular meeting.

CORRESPONDENCE

Council received their correspondence summary which included letters from:

- a. G. Johns, M.P. | Copy of letter to Minister of Energy & Natural Resources re: Forestry Sector Economic Revitalization and Resilience
- b. Island Health | Updated Local Health Area profiles
- c. Audit Committee | October 1, 2024 & November 26, 2024 Minutes
- d. Traffic Advisory Committee | April 27, 2024 Minutes
- e. AV Museum and Heritage Commission | May 7, 2025 Minutes

NEW BUSINESS

2025 UBCM Strategic Priorities Fund

Council authorized staff to apply for the 2025 UBCM Strategic Priorities Fund - Capital Infrastructure Stream for the Argyle 1st to 3rd Avenue Redevelopment Project and to provide overall grant management and support any potential cost overruns associated with the project.

Council also authorized staff to apply for the 2025 UBCM Strategic Priorities Fund - Capacity Building Stream for the development of a Community Safety and Well-Being Strategy and to provide overall grant management and support any potential cost overruns associated with the project.

McLean Mill | Historic Zone

Council directed Administration to complete safety upgrades to the McLean Mill National Historic Site for \$50,000 with funding from the McLean Mill Reserve with preference given to repair the back deck of the viewing platform.

Municipal Alcohol Policy (MAP)

Council approved Municipal Alcohol Policy No. 3002-9.

Alberni Valley Bulldogs | Multiplex Feature Wall

Council approved in principle the proposed artwork for a feature wall at the Multiplex and directed Administration to develop an agreement with the Alberni Valley Bulldogs regarding its ownership, installation and maintenance.

Annual Report 2024

Council endorsed the Annual Report for the year ended December 31, 2024. It can be viewed online at [Annual Reports | City of Port Alberni](#).

Statement of Financial Information | Year Ending December 31, 2024

Council approved the statements and schedules included in the 2024 Statement of Financial Information, prepared to comply with the *Financial Information Act*.

2024 Reserve Balances

Council received the "2024 Reserve Balances & Commitments" report dated June 16, 2025.

UBCM Minister Meeting Requests

Council directed Administration to schedule meetings at the 2025 UBCM Convention with Ministers and Ministry staff, based on the topics outlined in the June 16, 2025 staff report "UBCM Minister Meeting Requests".

UBCM Grant – 2025 Next Generation 911

Council supported the application to the UBCM 2025 Next Generation 911 (NG911) program to support local preparedness for the implementation of NG911 in the amount of \$66,379.

Alberni Valley Museum | Deaccessioning of Firearms

Council approved the deaccessioning and disposal of the following items from the permanent collection of the Alberni Valley Museum:

- Winchester Model 1897 Pump-Action 12-Gauge Shotgun (Acc. No. 1971.80.2)
- Savage Model 1899 Lever Action Rifle "Smokeless Steel" (Acc. No. 1976.26.1)
- Ithaca Hammerless Double Barrel 12-Gauge Shotgun (Acc. No. 1976.27.1)
- Large Rifle Gun Case (un-accessioned storage unit)

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

Monday, July 14th

2:00 pm – Regular Council
Council Chambers

Wednesday, July 16th

10:00 am | Traffic Advisory Committee
Council Chambers

Monday, July 21st

6:00 pm – Committee of the Whole
Council Chambers