



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

The following pages list all agenda items received by the deadline [12:00 noon on the Wednesday before the scheduled meeting]. A sample resolution is provided for most items in italics for the consideration of Council. For a complete copy of the agenda including all correspondence and reports please refer to the City's website portalberni.ca or contact Corporate Services at 250.723.2146 or by email corp_serv@portalberni.ca

*Watch the meeting live at www.portalberni.ca
Register to participate via webinar at: <https://portalberni.ca/council-agendas-minutes>*

A. CALL TO ORDER & APPROVAL OF THE AGENDA

1. Council would like to acknowledge and recognize that we work, live and play in the City of Port Alberni which is situated on the unceded territories of the Tseshaht [čišaaʔath] and Hupačasath First Nations.
2. Late items identified by Councillors.
3. Late items identified by the Corporate Officer.
4. Notice of Video Recording (live-streaming and recorded/broadcast on YouTube).

THAT the agenda be approved as circulated.

B. ADOPTION OF MINUTES - Page 5

1. *THAT the Minutes of the Special and Regular meetings of Council on June 23, 2025 be adopted as presented.*

C. DELEGATIONS

1. **IGV Housing Limited** - Page 17
CEO, J. Hunt, in attendance to introduce the IGV Housing manufacturing facility in Port Alberni.

D. UNFINISHED BUSINESS

Includes items carried forward from previous Council meetings.

E. STAFF REPORTS

Members of the public may be recognized by Council to speak to a report if the report is a response to their correspondence or an application.

1. **Quarterly Departmental Reports** - Page 19
Quarterly reports from the Economic Development, Finance, Human Resources, Infrastructure Services, and Parks, Recreation and Culture departments providing a summary of department activities from April through June 2025.

THAT Council receive the Q2 Quarterly Reports from the Economic Development, Finance, Human Resources, Infrastructure Services, and Parks, Recreation and Culture departments for the period April 1, 2025 – June 30, 2025 as information.

2. **2nd Quarter - 2025 Procurement Summary** - Page 69

Report dated July 4, 2025 from the Director of Finance providing Council with an update on procurement contract awards and social procurement activities for the period of April 1, 2025 to June 30, 2025.

THAT Council receive the report '2nd Quarter - 2025 Procurement Summary' dated July 4, 2025 as information.

F. BYLAWS

Bylaws are required for the adoption of regulations, financial plans, changes to land use policy and to approve borrowing. A bylaw requires four separate resolutions to be adopted and must be considered over a minimum of two [2] Council meetings. Each reading enables Council to reflect on the bylaw before proceeding further.

1. **Utility Bylaw Amendments** - Page 72

a. *THAT "Waterworks Bylaw No. 5131, 2025" be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5131.*

b. *THAT "Sewer Connection and Regulation Bylaw No. 5132, 2025" be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5132.*

c. *THAT "Solid Waste Collection and Disposal Bylaw No. 5120-1, 2025" be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5120-1.*

2. **Reserve Fund Establishment Bylaw No. 5086-2, 2025** - Page 100

THAT "Reserve Fund Establishment Bylaw No. 5086-2, 2025" be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5086-2.

3. **Fees and Charges Bylaw Amendments** - Page 104

Report dated July 9, 2025 from the Director of Corporate Services proposing updates to the "Fees & Charges Bylaw 5125, 2025".

a. *THAT Council direct staff to amend "Fees & Charges Bylaw No. 5125, 2025" to include a clause stating that applicable fees and charges are either those set out in the Fees and Charges Bylaw or as set out in the terms and conditions of contracts with third parties.*

b. *THAT Council direct staff to investigate the inclusion of commercial/for-profit rental rates for City recreational properties in the Fees & Charges Bylaw.*

4. **Fees and Charges Amendment Bylaw No. 5125-1, 2025** - Page 106

a. *THAT third reading of "Fees and Charges Amendment Bylaw No. 5125-1, 2025" be rescinded.*

b. *THAT "Fees and Charges Amendment Bylaw No. 5125-1, 2025" be read a third time, as amended.*

5. **2025-2029 Financial Plan Amendment Bylaw No. 5123-1, 2025** - Page 122

THAT "City of Port Alberni 2025-2029 Financial Plan Amendment Bylaw No. 5123-1, 2025" be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5123-1.

6. **OCP and Zoning Bylaw Amendments at 3830 5th Avenue** - Page 124

Report dated July 3, 2025 from the Manager of Planning requesting Council consideration for final adoption of Official Community Plan Amendment Bylaw No. 5094 and Zoning Amendment Bylaw No. 5113.

- a. *THAT "Official Community Plan Amendment (3830 5th Avenue) Bylaw No. 5094" be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5094.*
- b. *THAT "Zoning Bylaw Amendment (3830 5th Avenue) Bylaw No. 5113" be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5113.*
- c. *THAT the minutes of the Public Hearing on September 9, 2024 regarding Official Community Plan Amendment Bylaw No. 5094 and Zoning Amendment Bylaw No. 5113, be adopted as presented.*

G. CORRESPONDENCE FOR ACTION

Correspondence addressed to the Mayor and Council where there is a specific request may be included on an agenda. Correspondence regarding personnel matters, legal action and/or items of a confidential nature will not be included. Correspondence addressed to Council that is administrative or operational in nature will be circulated to Council weekly and referred to the appropriate department for review and follow-up where necessary.

1. **Port Alberni International Twinning Society** - Page 146

Letter dated May 28, 2025 from the Port Alberni International Twinning Society in regards to the upcoming 40th Anniversary of Twinning between Port Alberni and Abashiri, Japan.

H. PROCLAMATIONS

1. **Island Kids Cancer Association** - Page 151

Email dated June 20, 2025 requesting the month of September 2025 be proclaimed as 'Childhood Cancer Awareness Month' in the City of Port Alberni.

THAT Council on behalf of Island Kids Cancer Association proclaim the month of September 2025 as 'Childhood Cancer Awareness Month' in Port Alberni.

I. CORRESPONDENCE FOR INFORMATION

Correspondence found here provides information to Council. Correspondence regarding personnel matters, legal action and/or items of a confidential nature will not be included. Correspondence addressed to Council that is administrative or operational in nature will be circulated to Council weekly and referred to the appropriate department for review and follow-up where necessary.

1. **Correspondence Summary** - Page 153

- a. Village of Chase | Copy of letter to Minister of Education and Child Care re: Resolution for Funding for Public Education
- b. ACRD | Funding Awarded to the Emergency Operations Centre to Improve Capacity in the ACRD
- c. PRIMECorp | User Service Fee Update
- d. Minister of Health | Farmers' Market Nutrition Coupon Program
- e. City of Port Moody | UBCM Resolution
- f. Audit Committee Meeting | February 25, 2025 Minutes

J. REPORT FROM IN-CAMERA

K. COUNCIL REPORTS

1. **Council and Regional District Reports**
THAT the Council reports outlining recent meetings and events related to the City's business be received as information.

L. NEW BUSINESS

New items of business requiring Council direction as well as an opportunity for Council to raise issues as a result of the business of the meeting or to identify new items for subsequent meetings by way of a 'Notice of Motion'.

1. **Transportation Master Plan Public Engagement Results - Page 175**
Report dated July 4, 2025 from the Manager of Engineering providing Council with the results of Phase 1 public engagement of the Transportation Master Plan.

THAT Council receive the Transportation Master Plan Public Engagement Results report dated June 18, 2025, as information.
2. **Audit Committee Terms of Reference**
[Recommendation from the June 24, 2025 Audit Committee]

THAT Council direct Administration to conduct a review of the Audit Committee Terms of Reference.

[June 24, 2025 Audit Committee Report](#)

M. QUESTION PERIOD

An opportunity for the public to ask questions of Council on decisions or recommendations made during the course of the meeting. A maximum of three [3] questions will be permitted per speaker.

N. ADJOURNMENT

That the meeting adjourn at PM.

MINUTES OF THE IN-CAMERA MEETING OF COUNCIL
MONDAY, June 23, 2025 @ 12:00 p.m.
City Hall Committee Room | 4850 Argyle Street, Port Alberni, BC

PRESENT:

Council: 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. Smith, Director of Development Services/Deputy CAO
A. McGifford, Director of Finance
M. Massicotte, Manger of Community Safety and Social Development
K. Motiuk, Deputy Director of Corporate Services

Call to order: @ 12:00 p.m.

MOVED and SECONDED, THAT Council conduct a special Council meeting closed to the public on the basis that one or more matters covered under Section 90 of the Community Charter will be considered, specifically outlined as follows:

Section 90 (1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;

Section 90 (1)(g) litigation or potential litigation affecting the municipality;

Section 90 (1)(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

CARRIED

The meeting adjourned at 4:54 p.m.

CERTIFIED CORRECT

Mayor

Corporate Officer

MINUTES OF THE REGULAR MEETING OF COUNCIL
Monday, June 23, 2025 @ 2:00 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. Smith, Director of Development Services, Deputy CAO
A. McGifford, Director of Finance
R. Macauley, Deputy Director of Finance
J. MacDonald, Director of Infrastructure Services
R. Kraneveldt, Manager of Facilities
S. Perry, Manager of Culture
K. Motiuk, Deputy Director of Corporate Services (Recording Secretary)
J. Pelech, Information Services Manager

Gallery: 4

A. CALL TO ORDER & APPROVAL OF THE AGENDA

The meeting was called to order at 2:00 PM.

MOVED AND SECONDED, THAT the agenda be approved with the following additions:

- *Item L11 – Robo Washrooms*
- *Item L12 – Johnston Road Construction*

CARRIED

B. ADOPTION OF MINUTES

MOVED AND SECONDED, THAT the Minutes of the Special and Regular meetings of Council on June 9, 2025 be adopted, as presented.

CARRIED

C. DELEGATIONS

D. UNFINISHED BUSINESS

E. STAFF REPORTS

F. BYLAWS

1. OCP and Zoning Bylaw Amendments | 6123 & 6151 Russell Place

MOVED AND SECONDED, THAT the minutes of the Public Hearing on May 12, 2025 regarding Official Community Plan Amendment Bylaw No. 6123 and Zoning Amendment Bylaw No. 6151, be adopted as presented.

CARRIED | Res. No.25-269

MOVED AND SECONDED, THAT Council direct Administration to work with the applicant to determine lower density options for the Rainbow Gardens development application at 6123 & 6151 Russell Place.

CARRIED | Res. No.25-270

2. Utility Bylaw Amendments

MOVED AND SECONDED, THAT "Waterworks Bylaw No. 5131, 2025" be now introduced and read a first time.

CARRIED | Res. No.25-271

MOVED AND SECONDED, THAT "Waterworks Bylaw No. 5131, 2025" be read a second time.

CARRIED | Res. No.25-272

MOVED AND SECONDED, THAT "Waterworks Bylaw No. 5131, 2025" be read a third time.

CARRIED | Res. No.25-273

MOVED AND SECONDED, THAT "Sewer Connection and Regulation Bylaw No. 5132, 2025" be now introduced and read a first time.

CARRIED | Res. No.25-274

MOVED AND SECONDED, THAT "Sewer Connection and Regulation Bylaw No. 5132, 2025" be read a second time.

CARRIED | Res. No.25-275

MOVED AND SECONDED, THAT "Sewer Connection and Regulation Bylaw No. 5132, 2025" be read a third time.

CARRIED | Res. No.25-276

MOVED AND SECONDED, THAT "Solid Waste Collection and Disposal Bylaw No. 5120-1, 2025" be now introduced and read a first time.

CARRIED | Res. No.25-277

MOVED AND SECONDED, THAT "Solid Waste Collection and Disposal Bylaw No. 5120-1, 2025" be read a second time.

CARRIED | Res. No.25-278

MOVED AND SECONDED, THAT "Solid Waste Collection and Disposal Bylaw No. 5120-1, 2025" be read a third time.

CARRIED | Res. No.25-279

3. **Fees and Charges Amendment Bylaw No. 5125-1, 2025**
MOVED AND SECONDED, THAT "Fees and Charges Bylaw No. 5125-1, 2025" be now introduced and read a first time.
CARRIED | Res. No.25-280
MOVED AND SECONDED, THAT "Fees and Charges Bylaw No. 5125-1, 2025" be read a second time.
CARRIED | Res. No.25-281
MOVED AND SECONDED, THAT "Fees and Charges Bylaw No. 5125-1, 2025" be read a third time.
CARRIED | Res. No.25-282
4. **Kitsukis Dike Repair**
MOVED AND SECONDED, THAT Council amend "City of Port Alberni 2025-2029 Financial Plan Bylaw No. 5123, 2025", by allocating \$175,000 towards repairs of the Kitsuksis Dike with funding from the Line 29911 - Contingency Funds and create the capital project, "Kitsuksis Dike Repair" with a budget of \$175,000.
CARRIED | Res. No.25-283
5. **Reserve Fund Establishment Bylaw No. 5086-2, 2025**
MOVED AND SECONDED, THAT "Reserve Fund Establishment Bylaw No. 5086-2, 2025" be now introduced and read a first time.
CARRIED | Res. No.25-284
MOVED AND SECONDED, THAT "Reserve Fund Establishment Bylaw No. 5086-2, 2025" be read a second time.
CARRIED | Res. No.25-285
MOVED AND SECONDED, THAT "Reserve Fund Establishment Bylaw No. 5086-2, 2025" be read a third time.
CARRIED | Res. No.25-286
6. **Argyle 1st Avenue to 3rd Avenue Redevelopment Project**
MOVED AND SECONDED, THAT 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.25-287

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

MOVED AND SECONDED, THAT 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 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.25-288

8. **City of Port Alberni 2025-2029 Financial Plan Bylaw No. 5123, 2025**

MOVED AND SECONDED, THAT 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*
- lxxxi. 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*
 - xc. 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.*
- cvi. *Capital Plan - Reduce 'McLean Mill Capital Projects - John Dam Priority report' by \$60,000 in 2025 and in future years.*
- cvi. *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.25-289

9. **2025-2029 Financial Plan Amendment Bylaw No. 5123-1, 2025**

MOVED AND SECONDED, THAT the "City of Port Alberni 2025-2029 Financial Plan Amendment Bylaw No. 5123-1, 2025" be now introduced and read a first time.

CARRIED | Res. No.25-290

MOVED AND SECONDED, THAT "City of Port Alberni 2025-2029 Financial Plan Amendment Bylaw No. 5123-1, 2025" be read a second time.

CARRIED | Res. No.25-291

MOVED AND SECONDED, THAT "City of Port Alberni 2025-2029 Financial Plan Amendment Bylaw No. 5123-1, 2025" be read a third time.

CARRIED | Res. No.25-292

G. CORRESPONDENCE FOR ACTION

H. PROCLAMATIONS

I. CORRESPONDENCE FOR INFORMATION

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

- 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

MOVED AND SECONDED, THAT Council receive the June 23, 2025 correspondence summary as information.

CARRIED | Res. No.25-293

J. REPORT FROM IN-CAMERA

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.25-294

L. NEW BUSINESS

1. 2025 UBCM Strategic Priorities Fund

MOVED AND SECONDED, THAT Council authorize staff to submit an application 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.25-295

MOVED AND SECONDED, THAT Council authorize staff to submit an application 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.25-296

2. McLean Mill | Historic Zone

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

Elliott Drew from the Alberni Valley Chamber of Commerce was invited to speak before Council.

MOVED AND SECONDED, THAT Council amend the motion to include 'with preference given to repair the back deck of the viewing platform'.

CARRIED | Res. No.25-297

Main Motion as Amended

MOVED AND SECONDED, THAT Council direct 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.

CARRIED | Res. No.25-298

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

MOVED AND SECONDED, THAT Council approve Municipal Alcohol Policy No. 3002-9.

CARRIED | Res. No.25-299

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

Councillor Mealey recused himself from the Alberni Valley Bulldogs presentation due to his personal involvement with the organization, and left the meeting at 3:52 p.m..

MOVED AND SECONDED, THAT 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.25-300

Councillor Mealey returned to the meeting at 4:01 p.m.

5. **Annual Report 2024**

MOVED AND SECONDED, THAT Council for the City of Port Alberni endorse the Annual Report for the year ended December 31, 2024, as presented.

CARRIED | Res. No.25-301

Councillor Haggard left the meeting at 4:02 p.m.

6. **Statement of Financial Information | Year Ending December 31, 2024**

MOVED AND SECONDED, THAT Council approve the statements and schedules included in the 2024 Statement of Financial Information, prepared to comply with the Financial Information Act, as outlined in the report from the Director of Finance dated June 16, 2025.

CARRIED | Res. No.25-302

Councillor Haggard returned to the meeting at 4:04 p.m.

7. **2024 Reserve Balances**

MOVED AND SECONDED, THAT Council receive the "2024 Reserve Balances & Commitments" report dated June 16, 2025 as information.

CARRIED | Res. No.25-303

8. **UBCM Minister Meeting Requests**

MOVED AND SECONDED, THAT Council direct Administration to schedule meetings at the 2025 UBCM Convention with Ministers and Ministry staff, based on the topics outlined in the staff report "UBCM Minister Meeting Requests" dated June 23, 2025, in the following order:

Minister Meetings

1. Ministry of Forests
2. Ministry of Housing and Municipal Affairs
3. Ministry of Tourism, Arts, Culture and Sport
4. Ministry of Emergency Management and Climate Readiness
5. Ministry of Health
6. Ministry of Public Safety and Solicitor General
7. Ministry of Jobs, Economic Development and Innovation
8. Ministry of Post-Secondary Education and Future Skills
9. Ministry of Social Development and Poverty Reduction
10. Ministry of Transportation and Transit
11. Ministry of Water, Land, and Resource Stewardship
12. Ministry of Education and Childcare

Ministries, Agencies, Commissions and Corporations Meetings [Staff]

1. Ministry of Forests
2. Ministry of Housing and Municipal Affairs
3. Ministry of Public Safety and Solicitor General
4. Ministry of Health (incl. Island Health and Provincial Health Services Authority)
5. Ministry of Social Development and Poverty Reduction
6. BC Emergency Health Services

CARRIED | Res. No.25-304

9. **UBCM Grant | 2025 Next Generation 911**

MOVED AND SECONDED, THAT Council support the application to the UBCM 2025 Next Generation 911 (NG911) program in the amount of \$66,379.

CARRIED | Res. No.25-305

10. **Alberni Valley Museum | Deaccessioning of Firearms**

MOVED AND SECONDED, THAT Council approve 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)

CARRIED | Res. No.25-306

11. **Robo Washrooms**

Chief Administrative Officer M. Fox provided an update on the delivery date and disposal options for the robo-washrooms.

12. **Johnston Road Construction**

Chief Administrative Officer, M. Fox, provided an update regarding the Ministry of Transportation and Transit (MOTT) construction on Johnston Road and directed any questions and concerns the public has regarding the project to MOTT.

M. QUESTION PERIOD

N. ADJOURNMENT

MOVED AND SECONDED, THAT the meeting adjourn at 4:17 p.m.

CARRIED

Mayor

Corporate Officer



JUN 24 2025

CITY OF PORT ALBERNI

CONTACT INFORMATION: (please print)

Full Name: Jodie Thompson Organization (if applicable): IGV Housing Limited
Street Address: 4000 Stamp Avenue Port Alberni Phone: 7783486780
Mailing Address: Email: jodie.t@igvhousing.com
No. of Additional Participants:
[Name/Contact Information] Joshua Hunt, CEO - Presenting

MEETING DATE REQUESTED: 14 July 2025

PURPOSE OF PRESENTATION: (please be specific)

Provide an overview of your presentation below, or attach a one-page (maximum) outline of your presentation:

Introducing IGV Housing in Port Alberni - One-pager attached

Requested Action by Council (if applicable):

Supporting Materials/PowerPoint Presentation: ☐ No ☒ Yes

Note: If yes, must be submitted by 5:00 pm on the Monday before the scheduled meeting date.

SIGNATURE(S):

I/We acknowledge that only the above listed matter will be discussed during the delegation and that all communications/comments will be respectful in nature.



24 June 2025

Signature:

Date:

OFFICE USE ONLY:

Approved: (Deputy Director of Corporate Services)

Scheduled Meeting Date: July 14/25

Date Approved: June 26/25

Applicant Advised:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Council | <input type="checkbox"/> Economic Development |
| <input checked="" type="checkbox"/> Mayor | <input type="checkbox"/> Engineering/PW |
| <input type="checkbox"/> CAO | <input type="checkbox"/> Parks, Rec. & Heritage |
| <input type="checkbox"/> Finance | <input checked="" type="checkbox"/> Development Services |
| <input checked="" type="checkbox"/> Corporate Services | <input type="checkbox"/> Community Safety |
| <input type="checkbox"/> Other | |

Personal information you provide on this form is collected pursuant to Section 26 of the Freedom of Information and Protection of Privacy Act [FOIPPA] and will only be used for the purpose of processing this application.

Approved: RCM July 14
File # 6556-20-2025

Your personal information will not be released except in accordance with the Freedom of Information and Protection of Privacy Act.



IGV Housing – Establishing a Manufacturing and Innovation Hub in Port Alberni

IGV Housing is establishing a state-of-the-art manufacturing facility in Port Alberni that will serve as the backbone of our hybrid construction system. This facility will produce high-performance building components using advanced, precision-built methods that reduce waste, shorten build times, and support the broader shift toward sustainable construction across British Columbia.

Our investment in Port Alberni reflects a long-term commitment to regional economic development. The facility will generate skilled employment, support local supply chains, and position the City as a centre of innovation in the construction manufacturing sector.

We look forward to sharing our progress with Council and exploring opportunities for alignment with Port Alberni's economic and industrial development goals.

<https://igvhousing.com/>

ECONOMIC DEVELOPMENT

PURPOSE

To provide Council with an overview of Economic Development departmental operations in the 2nd Quarter of 2025.

OVERVIEW

Target Initiatives

- Council's Corporate Strategic Plan
- Tariff implications for Port Alberni businesses
- Non-tax revenue sources and other economic diversification possibilities
- Presentations at BCEDA (CEDI CHM Project, Dock + Food Hub and Regional Panel)

Key Activities/KPIs/Successes

- Awarded REDIP Forest Impact Transition (FIT) grant application (\$500K for variety of initiatives)
- Won Reconciliation and Peoples Choice Awards at BCEDA
- Work with BC Community Transition Team for benefit of laid-off forestry workers
- Work with Cushman & Wakefield to assist Deloitte Restructuring disposition of former San assets
- Respond to small businesses affected by San Group creditor protection status
- Completion of CWRG NIC Trades Sampler Training Program for laid-off forestry workers
- Connect with major employers re possible tariff concerns
- Continue CEDI Clutesi Haven Marina project
- Participate in Forestry Working Group organized by Tseshaht First Nation
- Assist arrangements for Matthews-West visit
- AI assessment of diversification options
- COAST Mixer @ Starboard Grill
- Health Care Summit
- Continued efforts to lease Units at Spirit Square
- Assist efforts to fund Indigenous basketball tournament
- Trail usage counters on Rogers Creek Trail
- District of Sooke visit to PA
- International Seaweed Symposium in Victoria
- UBC Microplastics study
- Newcomers Welcome Event
- Island Good Mixer @ Antidote Distilling

In Progress as at End of 2nd Quarter, 2025

- Assist Harmonia movie production in choosing Port Alberni locations
- CEDI Clutesi Haven Marina project

- Report on non-tax revenue sources and other economic diversification possibilities
- Exploration of Ship Deconstruction possibilities
- CHM Management Contract with PAPA

COMMUNICATIONS

- Progress Edition AV Times
- Monthly subscription to Neighbourhood Welcome Program
- Continued high-profile presence in Valley Vibe Magazine
- CPA Annual Report

LINKAGE TO CORPORATE STRATEGIC PLAN

Work described above assists in realizing 8 of Council's 20 goals: 1.1 (Reconciliation); 2.1 (Tourism Sector Flourishes); 2.2 (Small Business Emphasis); 2.3 (Strategy Encouraging Investment); 2.4 (Active Role in Redevelopment of Brownfields); 3.1 (Highest & Best Use of City Assets); 4.4 (Building Sustainable Environmental Sectors)

BUDGET OVERVIEW

Investment has been concentrated on the CEDI Clutesi Haven Marina project. The project is transforming a portion of the marina uplands into a vibrant boutique market with an Indigenous focus. Project activities include purchasing, modifying, and installing seacans for commercial purposes and constructing an open-air stage with a seating area. Ninety-seven percent of the project's total cost of \$418,035 has been sourced from grants from a combination of the Regional Economic Diversification and Infrastructure Program, the Island Coastal Economic Trust, the Community Economic Development Initiative/Cando and the Tourism Growth Program.

SUMMARY

The outcome of the San Group's creditor protection, US tariffs, grant applications, the CEDI Clutesi Haven Marina project and diversification of economy have been the EDM's primary preoccupation in the 2nd Quarter of 2025.

City colleagues and many people from other organizations in the community assisted the EDM in the work.

LOOKING FORWARD

Future Plans (Q3 2025)

- Continue work on the aforementioned 'In Progress' matters
- Report out to REDIP and Tourism Growth Fund grants for CEDI-CHM
- Issue Request for Proposal for:
 - Business Case for Cellulose & Marine Life Innovation Centre
 - Economic Development Master Plan
 - Branding of community
- Issue Request for Quote for:
 - Creative Arts & Circular Economy zone/business licensing research
 - Consultant (individual or organization) to manage those projects
- Continue 'Hand Off' of Placemaking and Movie Liaison roles to Manager of Culture

ATTACHMENTS

None

FINANCIAL AND INFORMATION TECHNOLOGY SERVICES

PURPOSE

To provide Council with an overview of departmental operations for the quarter ending June 30, 2025.

OVERVIEW

The Financial and Information Technology Services Department (FITSD) supports all areas of the organization with the following:

Financial Plan 2025-2029

The Financial Plan was completed in early March 2025, and focus then shifted to monitoring and improved internal reporting. A new process of regular meetings to review YTD versus budget amounts with Public Works & Parks, Recreation and Culture managers was implemented. The monitoring processes were initiated to ensure each budget manager was provided with the right information to manage their budgets. The Director and Assistant Accountant met throughout the quarter and provided opportunity to have improved dialogue across departments, this will continue throughout the year.

Tax Rate Bylaw

Received the revised tax roll at the end of March from BC Assessment. The Revised Roll is used to prepare the Tax Rate Bylaw and set the annual tax share.

Tax Collection

The process begins in early May and runs well into July. The tax collection process is a significant effort for many members of the department. There is a rotation of staff taking payments, answering phone calls and emails, dealing with the questions, processing electronic, etcetera.

The tax collection (as of July 7) status is as follows:

- Current year - \$3,901,280.15 -1194 folios
- Arrears (2024) - \$1,851,631.37 – 334 folios
- Delinquent (2023) - \$269,705.47 – 80 folios

The 2025 overall outstanding taxation represents 8.39% of the total taxation.

External Audit

Each member of the department plays an integral part in the annual financial audit. Through month of April the Auditor continued the testing and validation processes. The 2024 audit was provided to Council for approval on May 12th, 2025.



Electronic Billing

Administration sought to increase the number of enrolled electronic billing participants during the first Utility billing period. The marketing push saw 252 new registrants since January; this is estimated to reduce mailing and processing costs for our invoicing by \$1,950 (annualized). The communication push will continue through the year.

Other items

- Supported and communicated with broker and adjuster regarding the Chiller failure.
- Retro pay for CUPE – significant time demands for three members of the team to undertake.
- Local Government Data Entry completion.
- Audit committee preparation for quarterly meeting – mid May.
- Setting up approved Capital Projects in accounting and budgeting systems.

Procurement

The City has a decentralized procurement program with each department responsible for their procurement needs. There is some administration oversight from the department in the review of procurement documents and awards as approved in the Financial Plan and Procurement Policy. In the first quarter, the procurements support included:

- Dehumidifier and Energy Upgrades - Alberni Valley Multiplex – closed and under review
- Conducted two – sale of surplus equipment
- Prepared – additional departments sale of surplus assets

Utilities

Supporting meter reading process April in preparation for the January to April billing for 2025. Ensured meter changes undertaken were entered with new meters on properties that had the change out. The uploaded information in the with preparation to bill in early May.

Asset Management

AssetFinda Implementation:

- Technical development with Univerus operations consultant and CPA IT department
 - Integration AssetFinda, Dispatcher, and Field

Asset Data:

- Fleet & Equipment criticality and scoring processes developed
 - Criticality criteria
 - Weighting factors and scoring criteria
 - Ranking and classification
- Mobile and small equipment inventory analyzed from Parks
 - Data quality and validity
 - Attributes and replacement cost



Policy:

- Finalizing Fleet Management Policy and supporting documents:
 - Fleet Level of Service (LoS) Goals and Measures
 - Level of Service (LoS) Based Acquisition Request Form
 - Identifying Critical Fleet & Equipment
 - Light, Medium, and Heavy Vehicle Replacement Assessment Guidelines

Organization-wide AM Integration:

- (2) Fleet Policy & ERRF working group sessions
- Fire Department fleet asset inventory review with Deputy Fire Chief
- Review of iOpen PlanworX GIS Mapping tool
- Review of First Due Assets & Inventory Module with Deputy Fire Chief
- Supporting development of bridge inventory with Infrastructure Services and Parks departments
- Communicating infrastructure planning and tree planting grant programs with Infrastructure Services and Parks departments
- Ongoing componentization and capitalization of capital assets

UBCM Grant - 2024 Asset Management Planning program

Phase 1: Asset Management Replacement Plan:

- Consultants proposal reviewed
- Contract developed for services
- Initial kick-off meeting
- AM strategy session with consultants
- Compiled existing asset data and exported to consultants

Asset Management Training & Networking

- Reviewed AssetFinda functionality with Deputy Fire Chief
- Workshop: Federation of Canadian Municipalities (FCM) – Climate Budgeting for Your Community
- Webinar: Federation of Canadian Municipalities (FCM) – Accelerating Climate Action in Communities: A Low Carbon Resilience Approach
- Webinar: Federation of Canadian Municipalities (FCM) – Safe and Active School Routes Funding Offer
- Canada Community Building Fund (CCBF) Regional Meeting: UBCM Funding Programs and Asset Management Workshop

Reports

- Supported LGDE reporting: completed annual update on Infrastructure Services assets
- Committee of the Whole (COW) report (June 16) – Strategic Priorities Fund 2025
- Statistics Canada – Canada's Core Public Infrastructure Survey (2024) – in progress
- Committee of the Whole (COW) report (TBD) – Fleet/ERRF report – in progress



Information Technology

Department was focused on the preparation of the network switches change out that occurred in June. Supporting reconfiguration changes at City Hall. Also, progress was also made on Cloudpermit, PlanWorX, Profuel, FirstDue software programs with other departments. Undertaking our Privacy Impact Assessments for FirstDue and PlanWorX, along with other routine tasks to support the corporation.

COMMUNICATIONS

Through the tax and utility collection process there were City Connect advertisements in the Alberni Valley News in conjunction with a social media campaign, providing residents with the different methods to pay.

LINKAGE TO CORPORATE STRATEGIC PLAN

The FITDS work supports many of the Goals in the [2023-2027 Corporate Strategic Plan](#) including:

- 3.1 The highest and best use is made of City owned assets.
 - Asset Management – ensuring all assets are tracked and expenditures are correctly assigned for the services delivered.
- 3.2 The City's citizens receive the best value from its service providers.
 - Provide and compare other municipalities and in the province.
 - Analyzing the costs and service delivery and benefits to the City residents and Alberni Valley.
 - Seeking additional information to support Council decision making processes.
- 3.3 City provides quality services to residents.
 - Supporting the organization through reporting and tracking financial performance.
 - Delivering the internal services to support all service delivery within the City.

BUDGET OVERVIEW

- Appendix A – Department year to date versus budget

SUMMARY

Much of the work and processes that the Finance and Information Technology Departments undertake is routine and internal service delivery based. The second quarter of the year is focused on Financial Plan monitoring, tax requisition and year end reporting requirements.



LOOKING FORWARD

- Policy review and update – all FITDS policies will be reviewed in coming as soon as time permits and brought to either Council or CAO for amendments and approvals.
- Accounts Payable Process improvements to reduce paper waste and increase efficiency by implementing electronic approvals.
- Adoption of the Financial Statements and all annual reporting by end of 2nd Quarter.

ATTACHMENTS

For project updates, visit: <https://www.portalberni.ca/now-next-later>



FINANCE & ASSET MANAGEMENT

2025-2029 Financial Plan - 2025 YTD - Quarter 2

ACCOUNT	DESCRIPTION	2025 BUDGET	2025 ACTUAL	YTD VARIANCE (\$)	YTD VARIANCE (%)
Revenues					
	Total Revenues	-	-	-	-

ACCOUNT	DESCRIPTION	2025 BUDGET	2025 ACTUAL	YTD VARIANCE (\$)	YTD VARIANCE (%)
Expenditures					
21229	Consulting Services	25,000	15,475	9,525	38.10%
21225	External Audit	35,000	15,750	19,250	55.00%
21229	Memberships & Subscriptions	3,541	-	3,541	100.00%
21229	Supplies	-	1,848	(1,848)	
21229	Software Licensing	33,000	16,906	16,094	48.77%
21221	Wages & Benefits	1,207,464	563,025	644,439	53.37%
	Total Expenditures	1,304,005	613,003	691,002	52.99%

INFORMATION TECHNOLOGY SERVICES

2025-2029 Financial Plan - 2025 YTD - Quarter 2

ACCOUNT	DESCRIPTION	2025 BUDGET	2025 ACTUAL	YTD VARIANCE (\$)	YTD VARIANCE (%)
Revenues					
15940	Miscellaneous Revenue - IT Services	33,990	12,009	21,981	64.67%
	Total Revenues	33,990	12,009	21,981	64.67%

ACCOUNT	DESCRIPTION	2025 BUDGET	2025 ACTUAL	YTD VARIANCE (\$)	YTD VARIANCE (%)
Expenditures					
21261	Contract Services	27,038	12,360	14,678	54.29%
21261	Memberships & Subscriptions	1,249	-	1,249	100.00%
21261	Mileage Allowance	804	-	804	100.00%
21261	Reserve For Equipment Replacement	141,204	70,602	70,602	50.00%
21261	Software Licencing	340,631	157,217	183,413	53.85%
21261	Supplies	32,445	25,924	6,521	20.10%
21261	Wages & Benefits	489,417	278,982	210,435	43.00%
	Total Expenditures	1,032,787	545,085	487,702	47.22%

HUMAN RESOURCES

PURPOSE

To provide Council with an overview of departmental operations for the quarter ending June 30, 2025.

OVERVIEW

The Human Resources department supports all areas of the organization with the following:

- Staffing & recruitment - internal postings and employee movement processes, full cycle external recruitment.
- Labour relations – supporting employees and managers with interpretation and administration of the City’s two collective agreements, including grievance processes.
- Employee relations – supporting employees and managers in all aspects of the employment experience.
- Occupational Health & Safety –
 - managing the City’s occupational health and safety program
 - ensuring compliance with WorkSafeBC health and safety regulations
 - providing advice and support to City departments and safety committees
 - facilitating modified and return to work programs
- Training and development.
- Performance management & coaching.
- Job evaluation and salary administration.
- Policy development and administration.

Police Support Services (RCMP municipal employees) also falls under the Human Resources department.

It should be noted that a significant portion of the work performed by the Human Resources department is related to personnel and/or is confidential or legal in nature.

Human Resources (excluding Safety):

Key Q2 Activities:

- A high level of recruitment activity including postings and interviews for many positions across the organization. Several key roles were filled including Planner I and Heavy Duty Mechanic.
- Various activities related to the implementation of the new CUPE Local 118 collective agreement.
- Supported the re-structuring of maintenance packages and associated lay-off processes related to budget revisions made in the maintenance department.
- Continued to support departments in summer staffing processes including summer recreation and museum positions.
- Attended the Nuuchahnulth Employment & Training Program (NETP) Career Fair and the ADSS/WorkBC Career Fair.

Recruitment and posting activity across the organization:

	2022	2023	2024	Q1 2025	Q2 2025	YTD 2025
Internal postings	88	94	86	16	37	53
External postings	66	70	50	5	21	26
Employees moving into new posting/position	97	131	101	14	30	44
New employees hired	63	89	70	13	14	27

Looking forward, human resources priorities for Q3 include:

- Continued high level of recruitment activity for a number of key positions
- Continued work on policy review and updates

Safety

Key Q2 Activities:

- A review of Parks department confined spaces was conducted.
- Supported two safety investigations.
- Six return to work meetings / job site visits were held to support injured workers in their return to work.

Key safety statistics as of the end of Q2 were:

	2022	2023	2024	Q1 - 2025	Q2 - 2025	YTD 2025
Total first aid reports	87	122	111	23	17	40
WSBC lost time injury claims	15	20	17	2	3	5
WSBC healthcare-only injury claims	6	12	2	1	2	3
Total accepted WSBC claims	21	32	19	3	5	8
Modified work cases	--	--	15	6	2	8

Looking forward, occupational health and safety priorities for Q3 include:

- Comprehensive review of confined space hazard assessments and procedures across departments
- Completion of Violence Risk Assessments for PRC facilities and the Planning and Engineering Building
- Formalizing of Emergency Response Plan reviews and drill requirements for facilities
- Development of a new safety scorecard

Police Support Services

Overview

The Manager of Police Support Services reports to the Director of Human Resources and supervises the municipal staff who support the RCMP. This staff includes employees performing specialized administrative work, guarding of prisoners and custodial work.

Key Q2 Activities:

- The security clearance process was completed for one new administrative employee; one additional security clearance remains outstanding. Training will begin as soon as possible.
- One long-term employee retired as of June 30; this resulted in a number of employees moving into new positions.
- The new Electronic Disclosure Clerk position was posted and filled; training in this role has commenced.
- The shift hours for the Watch Clerk position were adjusted to better support the operational needs of the RCMP Watches.
- Semi-annual Custodial Guard reviews were completed.
- Detachment staff underwent RCMP Cyber Security Awareness Training.
- The equipment room renovation is underway; target date for completion is August.

RCMP Support Staff Operational Activity Statistics:

	2022	2023	2024	Q1 2025	Q2 2025	YTD 2025
Total File Count	13094	13553	12936	2882	3436	6318
Statements Transcribed	1618	1690	1340	428	312	740
Report to Crown Counsel Submissions	789	970	862	279	214	493
Prisoner Count	979	1245	1247	255	348	603
Police Information Checks Processed	824	1133	965	235	248	483
Public Disclosure Requests Processed	232	245	278	70	50	120

Looking forward, key Police Support Services activities for Q3 include:

- Onboarding / training for new administrative staff as well as training for staff moving into new positions
- Completion of equipment room renovation in preparation for body worn cameras
- Recruitment of additional casual staff

LINKAGE TO CORPORATE STRATEGIC PLAN

The activities of the Human Resources department have linkages to numerous pieces of the [Corporate Strategic Plan](#), and most specifically to Priority #3: Provision and Maintenance of Quality Services.

Additionally, the work of Human Resources is in alignment with the Guiding Principles as adopted by Council.

BUDGET OVERVIEW

The Human Resources budget for 2025 is \$508,861; \$205,592 has been expended as of the end of Q2 (favourable to budget). This does not include the City-wide training and development budget.

The 2025 budgets related to Police Services administration, maintenance, and detention and custody of prisoners are \$2,420,202. As of the end of Q2, \$1,187,961 has been expended (favourable to budget).

SUMMARY

Priorities for Human Resources for the second quarter of 2025 were the implementation of the new CUPE collective agreement and a high level of recruitment activity across departments. The facilitation of return-to-work and modified work programs continued to be a key activity related to occupational health and safety. Police Support Services implemented adjustments to staff schedules to better support the RCMP Watches and saw a number of employees move into new positions.

LOOKING FORWARD

Key priorities for Q3 include continued recruitment efforts for a number of key positions. Police Support Services will continue to be focused on the completion of the equipment room renovation and the on-boarding and training of new and existing staff.

ATTACHMENTS

INFRASTRUCTURE SERVICES DEPARTMENT

ENGINEERING

PURPOSE

Engineering is responsible for planning and coordinating engineering work and capital projects, maintaining an effective municipal infrastructure plan, and being the gatekeepers of design and construction standards and principles. Engineering staff act as liaisons with contractors, developers, public utilities, government officials, and other outside agencies as required. Project Managers direct and oversee capital projects and programs and act as owner's representatives on behalf of the City. GIS staff are responsible for building and maintaining geospatial databases to support all departments across the organization.

OVERVIEW

In the second quarter of 2025, the Engineering team completed the following routine tasks:

<i>Task</i>	<i>Total Completed</i>
CEMETERY (MARKER INSTALLS & INTERMENT SURVEYS)	18
SERVICE CONNECTION REQUESTS – WATER	2
SERVICE CONNECTION REQUESTS - SANITARY AND STORM	5
DRIVEWAY CROSSING / SIDEWALK LETDOWN	4
PERMIT FOR WORK ON / OCCUPY CITY STREETS	7
PERMIT FOR HYDRANT USE	1
PERMIT FOR REMOVE/DEPOSIT SOIL	1
BC ONE CALLS	349
DEVELOPMENT SERVICING AGREEMENTS FOR EXTERNAL WORKS	0
REVIEW AND APPROVAL OF COMPLETED EXTERNAL WORKS	1
SERVICING REVIEW FOR DEVELOPMENT APPLICATIONS	3

Geographic Information Services (GIS)

In addition to the routine services to support many capital projects and public works operations and to maintain our GIS databases, our technologists carried out the following work:

- Completion of utility infrastructure data model review. Beta-testing in progress.



Master Planning

Engineering project managers plan, procure and execute strategic planning studies for multiple departments. The following table provides milestone highlights for the 2nd quarter of 2025.

Project	2 nd Quarter
Parks, Recreation & Culture Master Plan	Completed Parks classification and GIS database. Development of draft
Fire Services Master Plan	Completion of Draft Addendum to February/25 draft of Fire Services Master Plan, to address gaps in report. Presentation to Council planned for Q3.
Transportation Master Plan	Completed Round 1 public consultation, including survey. <i>What We Heard Summary Report</i> completed, to be submitted to Council in July. Road network collision analysis and risk-based prioritization of intersection improvements completed. Benchmarking studies for existing conditions are now complete (except pavement assessment, see below). Assessment of future needs and development of priorities is now in progress.
Road Pavement Condition Assessment	Competitive procurement completed for pavement condition assessment services. Contract awarded to Tetra Tech. Field work for city-wide assessment completed (results to be received in Q3).
Stormwater & CSO Master Plan	Project Web page launched (https://www.letsconnectpa.ca/scso). Benchmarking studies for existing conditions are now complete. Assessment of future conditions and needs in progress. Policy and bylaws review in progress.
Combined Sewer Flow Monitoring 2025	Monitoring locations selected. Procurement completed for flow monitoring contractor. Monitoring to commence in Q3.
Wastewater (Sanitary) Master Plan	Scope and budget finalized, and contract awarded to Koers & Associates Engineering. Project has commenced.
Drinking Water Master Plan	Proposal received from successful consultant candidate (Koers & Associates Engineering); staff review in progress.

Staff also prepared and submitted application for BC Infrastructure Planning Grant Program.



Other Capital Projects

Below is a highlight list of work completed on other capital projects managed by Engineering staff, during Q2 of 2025. Engineering project managers lead projects for multiple departments.

Project	Comments
Clutesi Haven Market Development	Prepared and submitted permit applications. Site works construction ongoing.
Multiplex Arena Refurbishment	Rink board replacement completed. Rink glass ordered, awaiting shipment. Safety Railings being manufactured and install by end of July.
Kitsuksis Dike Repairs	Procured geotechnical engineering services for assessment and rehabilitation design, for sections of the dike bank that are failing due to long-term erosion. Design is underway, and construction is planned for Q3.
Port Pub Demolition	Demolition about 90% complete at end of quarter.
Burde Street Resurfacing	Ongoing contract administration for full surface restoration from 10 th to 16 th Ave. Substantial completion by July 1 st , with minor deficiencies remaining. \$83K retro grant funding to be received from ICBC for pedestrian safety improvements.
6th Avenue Repaving, Argyle St. to Angus St.	Deficient pavement installed in 2022 was fully replaced this quarter, at contractor's cost.
Park Operations Office Roof Replacement	Procured and awarded contract for re-roofing the southern portion of the Park Operations building.
City Hall Renovations	Procured contractor for supply and installation of secure employee entrance doors. Planning and design in progress for lower level meeting room and storage room modifications.

COMMUNICATIONS

The Manager of Communications supported the department in the following efforts:

- Construction closure door-hanger notices for all homes affected by 6th Avenue repaving.
- Online public survey for Transportation Master Plan.
- *City Connect* newsletter article on Master Planning projects.
- Creation of Stormwater & CSO Master Plan project page on *Let's Connect* engagement platform.

BUDGET OVERVIEW

Currently, there are no projected operational or capital budget variances at the end of Q2. All capital projects are on track to be at or below approved budget in the financial plan.



PUBLIC WORKS

PURPOSE

Public Works covers a broad range of city infrastructure responsibilities including, but not limited to, the installation, repair and maintenance of utilities such as stormwater sewer, sanitary sewer and potable water delivery, roads, sidewalks, vegetation control, the general cleanliness of public spaces and the management of the city vehicle fleet and solid waste collection program. The Public Works department is vital in keeping the City a functional and welcoming place for residents and visitors alike.

OVERVIEW

Public Works activities are influenced by the seasons. Quarterly reports on activities and tasks accomplished by the Public Works team will reflect the varying activities we must schedule and complete in order to fulfill our responsibilities throughout spring, summer, fall and winter months. The following information provides a snapshot of some of the activities that take place in each section of the Public Works.

Public Works Administration

The Public Works administration team manages the day-to-day coordination of work crews, plans weekly, monthly and annual maintenance programs for City crews and contracted work, processes invoices for services rendered and purchases, manages and assists in the hiring of the workforce. The Manager and Superintendents provide broad leadership and experience to each section included in the Public Works Department. From the procurement of services and budget management to addressing customer concerns/requests the administration team is responsible to ensure that the department's activities and services are in line with the Corporate Strategic Plan delivered by the Mayor and Council.

Below are some updates for Q2 from the Manager of Operations at Public Works:

- **Orange Crosswalk Celebration:** On June 11, 2025 the Orange Crosswalk located in front of ADSS was officially recognized by an opening ceremony involving our local First Nations. This crosswalk was an idea initiated by a group of students at ADSS and after a couple of years of planning and organized was finally completed. Public Works supported this initiative with orange road markings, orange paint for the crossing poles, and a plaque thanks to approved funding from Council.
- **BC Transit Bus Shelter Application UPDATE:** The Manager of Public works continues to work with BC Transit to improve and update a variety of bus shelters across the City. Upgrades will include new shelters to replace old ones that have exceeded their life expectancy, solar lighting installations and additional benches for seating along bus routes. A letter outlining all of the approved shelters is expected in Q3 and work to begin during Q4 in partnership with the BC Transit contractor tasked with constructing the shelters.
- **BC Transit Bus Stop Sign Upgrades:** New double-sided bus stop signs supplied by BC Transit have arrived. These new signs will replace the existing old and faded signs. The new signs are easier to see and include more information such as bus stop ID and contact information.



- **School Zone Safety:** Administration staff is always looking to improve safety and awareness while vehicles are travelling through park and school zones. We have ordered and received solar-powered beacons with radar that will alert traffic they are entering a restricted speed zone. This will trigger the beacons to flash as the vehicle approaches the zone. The initial phase of installations will begin in Q3 at 11th Ave Park zone, followed by Tsuma-as Elementary School zone on Compton Rd, and EJ Dunn Elementary on Argyle St.
- **10th Ave & Dunbar St:** Due to a high number of incidents involving vehicles, cyclist and pedestrians, the Public Works department installed barriers, eradicated old road markings, deleted the left turn options and installed new signage at the intersection of 10th Ave and Dunbar St.
- **Lathom Rd & Helen St:** A new 4-way intersection was created to improve the safety of students and pedestrians crossing Lathom Rd. Due to the long stretch of uninterrupted traffic it was important to provide a zone where pedestrians could cross the busy road safely.
- **S Curve on Lathom Rd east of Leslie Ave:** Solar powered LED indicators have been installed to highlight the “S” curve on Lathom Rd. The indicators provide a visual queue for motorists, allowing them to recognize the curve in the road and slow down as they approach. This will help reduce the chance of vehicles accidentally crossing the centreline as they navigate the curve in dark and rainy conditions.
- **Princess Rd speed hump:** To encourage motorists to slow down as they are exiting Johnston Rd (Hwy 4) and entering Princess Rd, additional “SLOW” signage has been installed, and staff are preparing to install a speed hump shortly after the intersection. Unlike a speed “bump”, a speed “hump” has a more gradual curve that still provides a physical alert to slow down minus the aggressive nature of a speed bump used in parking lots. Expect the installation to be completed in early Q3.
- **Vegetation Control on sidewalks, medians and islands:** Its that time of year! In Q2 seasonal and full-time staff have been busy knocking down weeds and grass along city streets, sidewalks and medians keeping the city looking neat and tidy. We encourage residents to participate by taking care of any overgrown vegetation fronting their homes and boulevards which will free staff up to tackle other issues. As we reduce the medium these weeds use to grow in gutters and cracks we reduce the chances for regrowth as the year go by.
- **NEW Parking area created at Harbour Quay next to the Argyle Sewer Lift Station:** Staff designed and installed additional parking stalls in the lot beside the Argyle pump station at Harbour Quay.
- **After Hours Calls:** Staff responded to 35 - after-hours requests for service in the second quarter:
 - 17 SCADA calls (remote monitoring of Utility infrastructure automated processes)
 - 0 Emergency BC One-Call requests
 - 5 Sewer related calls
 - 7 Water related call
 - 4 Roads & Drainage calls
 - 2 Parks calls (redirected appropriately)



Water Utility Operations

Water Utility Operations includes all activities from source to tap that provide safe and reliable drinking water to the citizens of Port Alberni. The responsibilities in Water Ops can be influenced by the seasons, weather can have an impact on the quality of water, the increased possibility of water main and service failures as well as the quality of the source water as it reaches the treatment facility. Activities such as flushing, reservoir cleaning, and hydrant maintenance are usually ongoing throughout the year.

Below are some of the routine, recurring tasks accomplished by the team in Q2:

TASK	MEASUREMENT	#
Customer Service	each	93
Wtr Quality Testing	each	135
Wtr Main Flush	KM	10.7
Control Valve Mntc	#	46
Service Repairs	each	18
Service turn on/off	each	25
Locate Service	each	14
New Service PAID	each	0
Meter Reading	hours	276
Mtr Rpair/Rplace	each	120
New Mtr Pit	each	0
Hydrant Mntc	each	53
Hydrant Repair	each	2
New Hydrant install	each	0

Other daily activities include water sampling and testing, meter reading, systems monitoring, and customer concerns and requests during the regular work day and after hours. The water crew also maintains our source water infrastructure properties outside City boundaries (China Creek, Bainbridge Lake, Bainbridge Water Treatment Plant, Lizard Lake, Franklin River Road) to ensure our water supplies are kept clean and secure.

Sewer Utility Operations

Sewer Utility Operations includes the collection of storm water and sanitary sewer waste to be pumped to the Wastewater Treatment facility. Amongst other maintenance activities, the sewer crew often responds to calls from residents who may have plugged or failed sewer services and often go above and beyond to assist residents with issues involving sewer related infrastructure. The sewer crew also ensures drainage devices like flap gates and debris guards are maintained along the dyke system to prevent flooding during heavy rain events. Pump Stations and the treatment facility require daily inspections and wastewater sampling is carried out to make sure the treatment process is effectively treating the wastewater.



Below are some of the routine tasks accomplished by the team in Q2:

TASK	MEASUREMENT	#
Stm Cstmr Srv	each	21
Sani Cstmr Srv	each	41
Catch Basin Mntc	each	168
Catch Basin Install	each	0
Catch Basin Repair	each	2
Plugged Sani serv	each	10
Plugged Srm serv	each	1
Wastewater Anlys	each	32
Sani Main Inspect	metres	1000
Sani Mnhl Repair	each	1
Sani CSO	hours	14
Sani IC Install	each	4
Sani new service	each	3
Sani service video	each	6

Roads and Drainage

The Roads & Drainage team consists of skilled labourers and equipment operators. This area provides the majority of the Public Works labour and heavy equipment activity. In addition, this team of employees is often called upon to assist the Utilities group with small construction and repair work when excavation equipment and a helping hand is needed. The main responsibilities of Roads & Drainage however is to repair and maintain asphalt roads and concrete works, clean the streets of debris and garbage and ensure the aesthetics of the City are kept to a high level. Other activities include trimming overgrowth, washing sidewalks and bridges, maintaining creek channels and stormwater ditches, replacing worn out or installation of new street and regulatory signs, grading of gravel roads and laneways and responding to public requests. Annual programs such as flail mowing, street sweeping, and grading and excavation equipment are deployed regularly to complete annual maintenance goals.

Activities carried out by the team in Q2 included:

- Regular maintenance of lanes, boulevards, & sidewalks
- Road centreline painting, low-volume crosswalk painting and high-volume thermoplastic crosswalk markings
- Rectangular Rapid Flashing (RRF) pedestrian crossing beacons: Installed 2 more sets including an additional 3 sets on Harbour Road for the Quay to Quay
- Replaced a 35-meter length of cracked and raised sidewalk panels on Elizabeth St and assisted the removal of “end of life” trees for Parks for replacement



Below are just a few of the routine tasks accomplished by the team in Q2:

TASK	MEASUREMENT	#
Customer Service	each	122
Potholes	each	145
Road Repair (large)	tonnes	47.5
Gravel Road Mntc	metres	423.2
Lane Mntc	metres	2698.98
Lane Grading	metres	369.67
Shoulder Mntc	metres	976.32
Curb & Gutter	metres	4333.18
Sidew Replace	metres	135.07
Sidew Repair (hzrd)	each	61
New Sidew PAID	metres	14
Bldv & Medn Mntc	metres	5554.13
Sidew Inspections	metres	964.74
Vegetation Cntrl	locations	48
Litter Pick-Up	metres	44.64
Flail Mowing	Km's	851.1
Street Sweeping	km's	902.3
Sweeper Pile	each	8
Bridge Maintenance	metres	281.11
Street Light repair	each	4
Street Light New	each	3
Traffic Barrier Mtnc	hours	24.06
Sign Mtnc	hours	216.1
New Sign Install	hours	55.68
Road Marking	locations	195
Emergency Serv Requ	hours	43.39
Cem Interment(s)	each	10
Cem Marker	each	6
Ditch Mntc	metres	3592.26
PW Yard Mtnc	hours	251.64





Figure 1: Asphalt Crew working on 9th Avenue



Figure 2: New Barriers Installed At 10th and Dunbar Intersection



Fleet and Solid Waste

The Fleet & Solid Waste Section employs the mechanics who keep our fleet of City vehicles up and running year-round and are responsible for managing the mechanical needs of all departments, purchasing new vehicles and replacing those that have exceeded their life expectancy. This team also manages the Solid Waste Collection program that picks up the garbage, recycling and organic waste produced by our residents and delivers it to the ACRD landfill.

Fleet

Mechanics work on everything from compact cars to excavators and even the generators that provide electricity to our facilities when the power goes out. They are often involved in winter snow storm preparation, and ensure our snow plows and other snow removal equipment are maintained and operational. Staff are capable of taking on major repair work as required in day-to-day operations. Our mechanics are also licenced to carry out provincially regulated vehicle inspections and can assist utilities in the repair and maintenance of pumps at our lift stations and pump houses when called upon.

- Received the new Toyota RAV-4 Hybrid for the Facilities Maintenance Technician position.
- Received 2 new Single Axle Dump Trucks replacing the old units #259 & #260
- Received the new Ventrac Mower for Parks
- Hired 2 new mechanics

Below are some of the routine tasks completed by the Fleet team in Q2:

TASK	MEASUREMENT	#
A Service	each	5
B Service	each	28
Trailer Service	each	1
CVI	each	9
Generator Inspections	each	0

Solid Waste Collection

The three-stream solid waste collection program in partnership with the Alberni-Clayoquot Regional District has been successfully diverting organic waste and recyclable materials from the regional landfill for 3 years. Our fleet of 3 solid waste collection trucks are on the road 4 days every week to collect the waste created by homes across the city. This section also delivers, maintains, and repairs the 3 different collection cart types as part of the program.



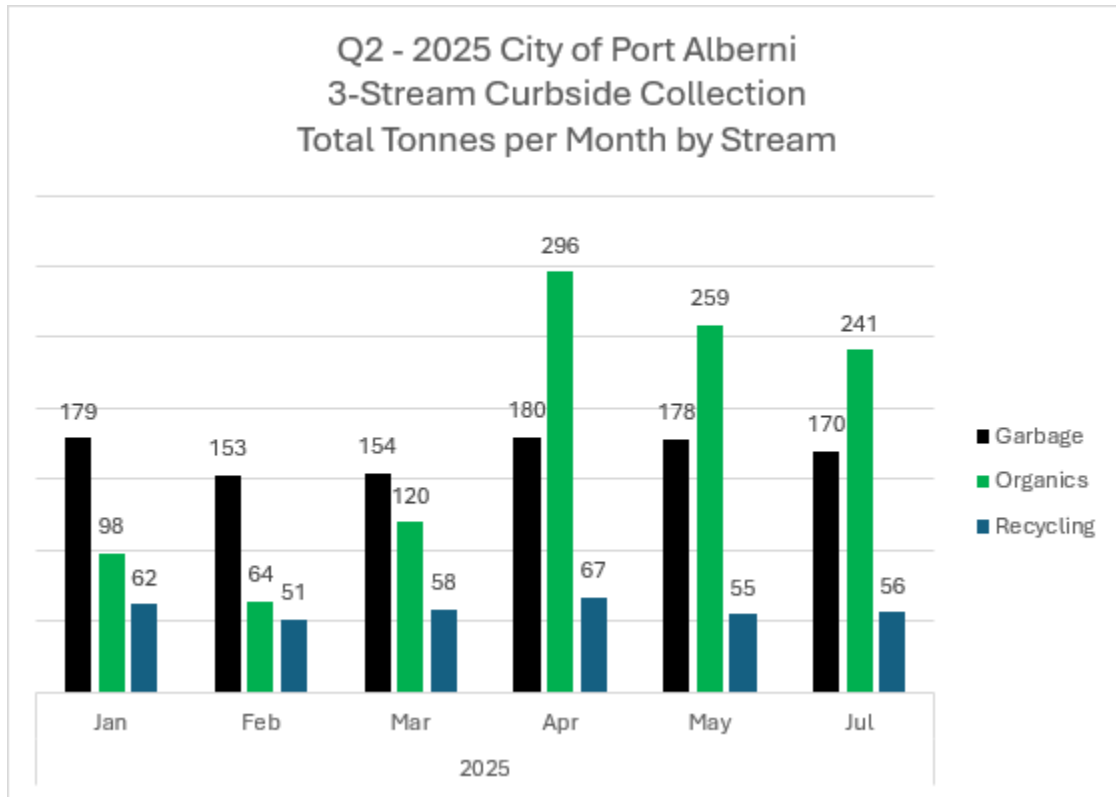


Figure 3: Q2 Solid Waste Total Collection by Type in Tonnes

COMMUNICATIONS

The Public Works Department works with the Manager of Communications to inform residents and businesses when there are disruptions of a particular service, a change in practise or if general information is being requested that affects the whole community. The Solid Waste Section in tandem with the ACRD provides information to the public on items acceptable for garbage, recycling and organics and makes every effort to ensure the public is made aware when there is a disruption in collection due to a break down of a solid waste collection truck, or issues at the landfill with accepting the waste. Utilities use communications to inform the public when there is an interruption of service such as a water main failure, especially those who may be directly affected. Meter reading is another service that utilizes broad communication to make customers aware who it is entering their property to gather water usage information.

BUDGET OVERVIEW

The Public Works budget, much like its operational calendar is very much reflection of the seasons. In mid-year, some categories will be on a steady trend such as cemetery interments, solid waste collection, customer service calls and other non-seasonal activities. During the second quarter, an uptick in categories like vegetation control, sidewalk replacements, road repairs and boulevard works will increase. This trend will typically stay consistent throughout summer leading into Q3. Public Works takes



advantage of Seasonal Workers to accomplish as many of these tasks as possible while the weather is ideal for this type of maintenance and repair.

SUMMARY

The end of the second quarter reflects a shift from Spring weather into dryer summer activities. An opportunity for staff to focus on replacement of failing infrastructure such as sidewalks and roadworks begins to take precedence over vegetation control and gravel road works as the dry season takes over. In Utilities, the sewer section begins to look at repairing catch basins, flushing sewer and storm mains and new sewer service installations while the Water section focuses on monitoring our natural water reservoir levels, annual maintenance of pumps and equipment as well as hydrant maintenance and leak detection.



PARKS

OVERVIEW

In the second quarter of 2025, Parks operations have been actively managing increased seasonal demands, including spring cleanup, garden maintenance, and turf mowing as growth accelerates. As of April 1st, staff have been scheduled seven days a week to address the heightened workload and support weekend activities and special events.

Staffing shortages have been an ongoing challenge, with daily labor shortfalls ranging from 16 to 40 hours. These gaps are due to seasonal hiring delays and limited labor availability, staff leave.

The department continues to recruit and assess staffing needs to support operational demands and maintain service levels as the season progresses. During this time parks staff continue to do a good job of shifting priorities as needed.

Key Activities

Administration

- Reviewing Parks site operational needs
- Working with the School Board on Penny lane Park property to define duties. This adjustment will free up approximately 188 staff hours yearly.
- Adjusting operational list to promote better more affective work flow.
- Continue to work on hiring of seasonal staff. Since April 1st parks has be short staffed 16 to 40 hours of labor daily depending on requests and staff time off.

Horticulture

- Tree Planting
- Flower bed maintenance and planting
- Shrub maintenance and tree pruning
- General garden bed and shrub maintenance

Operations

- Irrigation start up
- Parks trail counter data collection
- 4 Additional trail counters to be added
- Trail mowing
- Turf over seeding
- Esso Beach renovation



Projects

- Completion of Roger creek Zipline
- Tree planting with Scouts Canada
- Tree Planting Harbour Quay,
- Tree planting Mill Stone park VQ Park
- Quay to Quay trail signage development

Sports Fields

- Sport field general maintenance
- Over seeding and fertilizing of sport fields
- Sport field preparation for 35th Annual Fantastic ball tournament



Trail Sensor Statics

Week of	Roger Street/Dolan	Somass Waterfront	Maquinna Trail	Blair Park Dyke	Roger Creek	Trestle
April 7 st	1235	1250	1096	2200		
April 14 th	1711	1102	1240	2239		
May 5 th	1325	998	1336	2156		
May 19 th	1183	1060	1338	2397	633	926
June 2 nd	1428	-	1171	2057	503	540
June 9 th	1155	1163	1341	2272	711	466
June 23 ^d	1350	1281	1494	2474	493	462

BUDGET OVERVIEW

The Parks remains under budget for the second quarter. This variance is primarily attributed to a combination of staffing shortages. Due to limited workforce capacity, fewer materials have been procured. As staffing levels impact our ability to fully execute planned work, overall expenditures have remained below projected levels for this reporting period.

Parks	Budget	YTD Actual	Variance Over/Under	% Variance
Parks & Facility Maintenance	(355,895)	(150,015)	205,880	57.85%
Parks Maintenance	(1,146,597)	(391,206)	755,392	65.88%
Horticultural Services	(426,455)	(109,498)	316,957	74.32%
Parks Upgrading	(68,873)	(15,881)	52,992	76.94%

LOOKING FORWARD

Looking ahead to the third quarter of 2025, Parks staff will continue to focus on a range of seasonal maintenance activities, including sports field maintenance, trail upkeep, and general shrub and tree care across the park system. The seven-day-per-week schedule will remain in place to ensure consistent service delivery and to support both regular maintenance and high public use during the busy summer season.

Parks staff will also provide ongoing support for weekend events and increased activity levels at popular park locations throughout the community, ensuring parks amenities remain clean, safe, and accessible for residents and visitors.

Administration	<ul style="list-style-type: none"> Parks agreement review Adjusting operational list to be more effective and efficient
Horticulture	<ul style="list-style-type: none"> Shrub bed maintenance Tree pruning
Operations	<ul style="list-style-type: none"> Parks furniture maintenance



	<ul style="list-style-type: none"> Trail maintenance Tree watering
Projects	<ul style="list-style-type: none"> Echo 2 field infield renovation Quay to Quay trail wayfinding signage
Sports Fields	<ul style="list-style-type: none"> Sport field Maintenance



RECREATION

OVERVIEW

Key Activities

Special Events

Port Alberni Kids Tri (1st Annual) – Saturday May 3

50 Young Athletes, over 4 age categories, took part in our first-ever Kids Triathlon! They swam, bike & ran all over the property around Echo Centre, experiencing the sport of triathlon in a positive, fun environment, with a little friendly competition. Overall, we are very proud to have hosted this event and are excited to see it return in 2026!

Thank you to the following community sponsors that stepped up to assist with this event:

- Quality Foods (Refuel Zone) – oranges, apples, Gatorade
- Circle Dairy (Refuel Zone) – granola bars, juice boxes
- Jumping Slugs – Racer Prizes
- McDonalds Port Alberni – Racer Prizes

National Health & Fitness Day (4th Annual) – Saturday June 7

We hosted a number of free all ages sporting and physical fitness activities at the AV Multiplex and the Echo Aquatic Centre. We welcomed close to 200 participants at these sessions.

Summer Kick Off (4th Annual) – Friday June 20

Hundreds of children, youth and families joined us and over 20 community vendors in an action-packed afternoon filled with games, activities and prizes! This year we flew in a couple special guests to kick off our infamous and highly anticipated Duck Hunt! We cheered on as 3 skydivers from Skydive Vancouver Island landed at center field at 6:00pm sharp! Once the duck hunt began kiddos ran and scrambled to find as many rubber duckies as they could and they claimed their prize. Those who were able to search out and find the coveted Golden Duck won a free week of camp. the golden duck!

Thank you to the following community sponsor that stepped up to assist with this event:

- McDonalds Port Alberni – Prizes

HEART Membership (Having Everyone Access Recreation Today)

Free and low-cost recreation opportunities are available for City of Port Alberni residents with our HEART program. The HEART subsidy offers substantial discounts on most recreation programs and memberships for members. Each member receives:

- 75% off subsidized programs and memberships up to \$225 each year
- 52 drop-in visits to swimming or skating
- Children under 14 will receive unlimited free admission to public rollerblading sessions at Glenwood Centre

The HEART subsidy is available to residents in the following areas:

- City of Port Alberni
- Beaver Creek
- Cherry Creek



- Hupacasath First Nation
- Sproat Lake
- Tseshaht First Nation

Each year the City allocates a \$150,000 retainer to the HEART Memberships in our XR system for January 1 to December 31 each year. The program currently supports 519 persons and has directly funded/supported \$65,500 in 2025 to it's HEART Members for programs, services and memberships. This financial figure only takes into consideration 75% of the cost of the program, service or membership cost to a maximum of \$225 per HEART member per 12-months. This does not take into consideration the 52 Pool drop-ins or the free rollerblading for children under 13 years memberships that get applied. These numbers are included in the stats for the Pool and Glenwood.

Statistics

Aquatic Admissions – Annual Statistics

	2025 YTD			2024			2023		
	Membership Scans	Paid	Total	Membership Scans	Paid	Total	Membership Scans	Paid	Total
January	4,039	1,729	5,768	3,796	2,088	5,884	4,308	1,846	6,154
February	3,464	1,516	4,980	3,417	1,452	4,869	4,110	1,658	5,768
March	4,445	2,760	7,205	3,787	1,895	5,682	4,073	1,756	5,829
April	3,663	1,435	5,098	3,679	1,606	5,285	3,392	1,350	4,742
May	3,824	1,313	5,137	2,977	1,521	4,498	3,306	903	4,209
June	3,016	717	3,733	2,614	1,584	4,198	3,032	1,012	4,044
July				5,199	1,158	6,357	2,535	1,663	3,698
August				3,534	1,149	4,683	1,023	486	1,509
September	Closed for Annual Pool Shut Down								
October				3,604	1,408	5,012	3,251	1,280	4,531
November				3,952	1,749	5,701	3,401	1,355	4,756
December				3,774	1,716	5,490	3,241	1,487	4,728
Total	22,451	9,468	31,919	40,333	17,326	57,659	35,672	14,296	49,968

Swimming Lessons – Annual Statistics

Registered Program	2025 Registrations YTD (Waitlist)	2024 Registrations (Waitlist)	2023 Registrations (Waitlist)
Preschool (0-5 years)	271 (189)	295 (382)	503 (464)
School Age (6-13 years)	366 (87)	539 (482)	777 (390)
Total Registered	637 (276)	834 (864)	1,280 (854)



Advanced Aquatic Leadership Courses – Annual Statistics

Registered Program	2025 Registrations YTD (Waitlist)	2024 Registrations (Waitlist)	2023 Registrations (Waitlist)
Bronze Medallion	0	20 (3)	32 (6)
Bronze Cross	10	Not Offered	12 (6)
National Lifeguard Course	0	10	10 (0)
National Lifeguard Recertification	0	Not Offered	11 (0)
Learn to Swim Instructor Course	0	5	12(1)
Learn to Swim Instructor Recertification	7	0	0
Standard First Aid Course	18	22	Not Offered
Standard First Aid Recertification	5	9	Not Offered
Total	40	66 (3)	77 (13)

Hockey and Skating Programs (All ages)– Annual Statistics

Registered Program	2025 Registrations YTD (Waitlist)	2024 Registrations (Waitlist)	2023 Registrations (Waitlist)
O.W.L - Operation Wobbly Legs (2-5 years)	104	206 (9)	66
Hockey Development Programs: (3-15 years)	45 (13)	312 (32)	128 (1)
Home School Programs (6-16 years)	10	39	7
Private Skating & Hockey Lessons (all ages)	197	778 (126)	272 (45)
Camps: Pro Day Hockey	14 (2)	68	15
Adult Hockey Programs	30 (3)	21	Not Available
Total	400 (18)	1,424 (167)	488 (46)



Recreation Programs (Children/Youth) – Annual Statistics

Registered Program	2025 Registrations YTD (Waitlist)	2024 Registrations (Waitlist)	2023 Registrations (Waitlist)
Birthday Parties (Glenwood & Multiplex)	127	232	136 (57)
Alberni Trail Riding	48	87 (14)	56
General Arts	52 (6)	115 (33)	62
Music & Dance	100 (3)	190 (15)	64 (2)
Cooking & Baking	50 (1)	50 (7)	30 (5)
Pro-D Day Camps	125 (5)	295 (26)	238 (22)
Sport & Fitness	69 (4)	108 (7)	31(1)
All Seasonal Camps - Spring Break, Summer & Winter Camps - Total Daily Registrations	104 (10)	1,103 (96)	681 (18)
Outdoors	3	N/A	N/A
Totals	678 (29)	1,948 (198)	1,234 (48)

Recreation Programs (Adult) – Annual Statistics

Registered Program	2025 Registrations YTD (Waitlist)	2024 Registrations (Waitlist)	2023 Registrations (Waitlist)
General Arts	224 (74)	360 (127)	178 (57)
Group Fitness	193 (4)	418 (1)	247
Yoga	189 (13)	465 (29)	357 (10)
Music & Dance	12 (2)	38	6
Cooking & Baking	N/A	23	25 (1)
Education & Workshops	N/A	36 (5)	33 (3)
Outdoors	30	N/A	N/A
Alberni Trail Riding Program	8	N/A	N/A
Total	656 (93)	1,340 (162)	846 (71)



Glenwood Drop-in Activities – Annual Statistics

(Laser Light Rollerblading, Family Sports Night, Ball Hockey and Basketball)

	2025 Drop In Admissions YTD	2024 Drop In Admissions YTD	2023 Drop In Admissions YTD
January	220	127	Free Admission
February	212	89	Free Admission
March	196	221	Free Admission
April	252	132	Free Admission
May	197	175	Free Admission
June	207	113	Free Admission
July		146	Free Admission
August		155	Free Admission
September		63	Free Admission
October		58	37
November		129	106
December		142	93
Total	1,284	2,206	236

Concession Services – Gross Revenue

	2025 YTD	2024
January	\$27,151	\$23,493
February	\$34,934	\$36,052
March	\$41,416	\$29,275
April		\$40,504
May	Closed	\$21,734
June	Closed	Closed
July	Closed	Closed
August	Closed	Closed
September		\$31,166
October		\$38,456
November		\$42,315
December		\$24,986
TOTAL	\$103,501	\$151,058

Concession – Expenses (2025 YTD)

	Staff Expenses	Inventory Stock Expenses	Monthly Totals
January	\$6,420	\$13,144	\$19,565
February	\$6,410	\$11,606	\$18,016
March	\$7,145	\$12,353	\$19,499
April			
May	Closed		
June	Closed		
July	Closed		
August	Closed		
September			
October			
November			
December			
TOTAL	\$19,976	\$37,105	\$57,081



BUDGET OVERVIEW

As the Sunshine Club is invoiced 2x/year for their facility rentals at Echo Centre and Glenwood (June and December) this revenue won't be accurately reflected until Q3 & 2026 Q1.

The Tsunami Swim Club and Special O have historically been charged a lower per lane rental cost compared to what is outlined in the Fees & Charges Bylaw, but are invoiced for staff time. This will be corrected in Fall 2025 when the new Fees & Charges are implemented.

Regional Recreation Grant In-Aid (\$83,000) doesn't typically show up until mid-year in our accounts.

Currently, the Aquatic Program (Expenses) is on point, but with the extension of Saturday hours and the addition of Sunday's starting in March we will have a better idea of progress at the end of Q3.

As council has outlined that they would like to see the Concession Services operate at a breakeven level of service we have put systems in place to reduce some staffing expenses and increase product costs, where appropriate. We will be closing the lower concession during public skate sessions and only open when we anticipate high patron numbers in the facility (i.e. Winter Wonderland sessions).

LOOKING FORWARD

Aquatics

- As Summer Learn to Swim Lessons approach we are happy to report that registration numbers are looking positive for our Monday to Friday AM and for our Tuesday PM Only and Thursday PM Only Lessons. We have a sufficient number of staff available and interested in teaching this summer!
- Advanced Leadership courses – Bronze Medallion, Bronze Cross, National Lifeguard and Learn to Swim Instructor will be offered this summer.

AV Multiplex

- West Coast Hockey Prep Camp is returning for their 17th year of hosting their elite hockey training program here in Port Alberni (July 14 to August 8). We are also thrilled to have signed a 10-year contract with the ownership group. This is a major support for both the club and the City.
- We look forward to welcoming back the Bombers and Bulldogs for the 2025/2026 season starting in August and September as they begin yet another fierce battle in the Junior A & B hockey league.

Hockey and Ice Skating

- Weeklong hockey and skating camps are offered this summer and continue to be popular with our community!

Recreation Programs – Children/Youth:

- Summer Staff have been hired – 1x Summer Camp Coordinator, 6x Summer Camp Leaders, 22x Summer Program Instructors, 25x Summer ADSS Volunteers and 2x Van Drivers.
- Summer Camps currently have 747 camp registrants (75% full) as of July 2.
- New in 2025 are the 6x single day camp sessions for Youth (12-16 years). These camps are an opportunity for youth to get out of town and explore and adventure!



- The Port Alberni Rotary Club donated \$1,000 to go towards Summer Camp.
- We were not successful with the Canada Summer Jobs Grant this year (approximately \$12,000-\$15,000). Expenses will closely be monitored this summer.

Recreation Programs – Adult:

- Adult MTB and Trail Running sessions.
- Adult Silversmith Jewelry classes.

Concession Services

- As council has outlined that they would like to see the Concession Services operate at a breakeven level of service we have put systems in place to reduce some staffing expenses and increase product costs, where appropriate.
- Once our current stock of US brands or products are depleted we will be focusing on purchasing and selling local and Canadian products (more specifically alcohol).

Determined Kids Tri Racer!



Water break for racer going into their 2nd lap of their run



Entering the forest riding section



Staff taking a little break before the start of Summer Kick Off Event!



One of our new and extremely happy participants at the Summer Kick Off Event!\



The scramble to find the coveted Golden Duck!



Skydiver coming in for a landing!



Skydivers and our Recreation Programmers, who worked extremely hard to get this event organized and up and running!



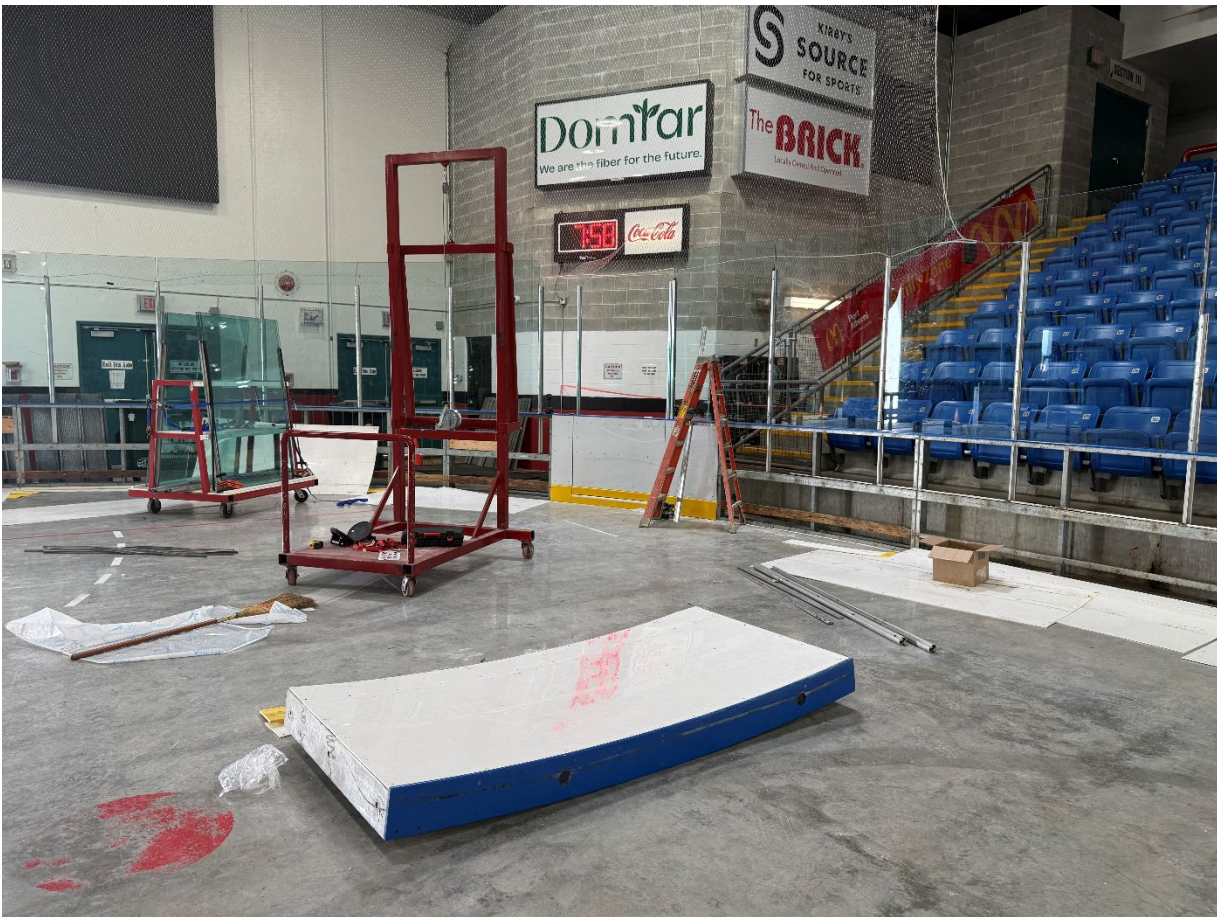
FACILITIES

OVERVIEW

Key Activities

Multiplex Rink Board Upgrades

The rink board replacement project was completed on time and under budget, with several key improvements successfully implemented. The new NHL-style board system was installed, including upgraded glass panels, refurbished doors, and a new player gate. All advertisements were installed where ready, with provisions made for additional signage in the future. Surfaces in the player benches were upgraded at no additional cost, and all components were either replaced or reconditioned to ensure a safe and modern facility. The new system improves safety and durability, while also making future maintenance and advertisement changes more efficient.



Installation of the Rental Chiller

Following the unexpected failure of the Multiplex chiller, staff moved quickly to secure Council direction to proceed with a temporary rental chiller to ensure ice would be ready for the upcoming season. The rental unit is being installed in coordination with contractors and technical consultants, with all major components either on-site or on route. The new system is scheduled to be operational by June 23th. Work is also underway on a long-term chiller replacement plan, which will be integrated into the broader energy recovery and dehumidification upgrades currently under development. Staff are working with consultants to ensure that the installation of the temporary unit does not compromise any potential warranty claims on the existing equipment. The City is also pursuing grant opportunities to offset costs associated with the permanent system.



BUDGET OVERVIEW

Facility	Budget	YTD Actual	Variance	% Var.
027134 - Echo Aquatic Maintenance	-576,826.51	-195,317.41	381,509.10	66.14
027130 - Echo Centre Maintenance Level of service decreases were instituted by Council in April which will help offset budget overages.	-428,029.96	-187,524.34	240,505.62	56.19
027146 - Parks Buildings Vandalism is the primary reason for quarterly overage.	-149,791.58	-74,900.87	74,890.71	50
027148 - Echo Park Field House	-73,099.31	-17,065.55	56,033.76	76.65
027128 - Glenwood Maintenance	-99,332.05	-37,261.46	62,070.59	62.49
027120 - Gyro Centre Maintenance Level of service decreases were instituted by Council in April which will help offset budget.	-39,703.28	-24,876.98	14,826.30	37.34
026770 - HQ - Buildings Maintenance	-135,222.30	-42,654.91	92,567.39	68.46
027144 - Multiplex Maintenance Unforeseen Zamboni Training for Multiple Staff	-1,104,065.22	-532,421.53	571,643.69	51.78
027550 - Museum Maintenance	-97,347.15	-35,224.23	62,122.92	63.82

Vandalism & Prevention*	Q2 2024 = \$19,000	Q2 2025 = \$7,000
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* No large vandalism events in Q2 2025. Preventative measures working.

LOOKING FORWARD

Public Works Yard Boiler Replacement Project

The boiler replacement at the Public Works Yard is progressing well and remains on schedule. The new high-efficiency units, installed to replace the aging boiler system, are in place, vented, and connected to the main piping. Remaining tasks include final piping tie-ins, installation of the hydronic filter, makeup water line, gas piping, electrical and control systems, insulation, and commissioning. The project is on track for completion by July 30.





Parks Yard Roof Replacement

The City has entered into an agreement for the replacement of the roof at the Parks Yard building on 6th Avenue. Work is scheduled to begin in July 2025 and be completed by November 1, 2025. The project includes a full roof replacement with all materials and labor provided by the contractor, and a ten-year warranty on workmanship. The scope of work was defined through a competitive process and will be carried out in compliance with all relevant safety and construction standards.

Multiplex Dehumidifier Replacement

The dehumidifier replacement project at the Multiplex was approved as part of the 2024–2028 Financial Plan, with an estimated cost of \$899,000 and up to \$560,000 in funding secured through the FortisBC Custom Efficiency Program. The existing 25-year-old unit has reached the end of its service life, impacting ice quality and system reliability. While the City successfully purchased the new dehumidifier for \$386,509.50, the two bids received for installation significantly exceeded the available budget—primarily due to a compressed construction window and higher-than-anticipated structural upgrade costs.

As a result, the project has been postponed, with installation now targeted for 2026. This delay allows the City to coordinate the dehumidifier installation with a broader mechanical renewal project, including the recent unplanned chiller failure. Staff are working closely with consultants to refine the scope of work, retender installation, and pursue additional grant funding through the Green Municipal Fund (GMF). A report may come to Council in the coming months to seek direction and funding support for the integrated chiller and dehumidifier project.



CULTURE

OVERVIEW

Key Activities

ANNUAL STATISTICS

	2025 YTD	2024*	2023**
Hours Open to the Public	885	1,976	1,931
Total Attendance	10,334	15,944	16,940
Programs	104	168	201
Instructional Hours	2143	2,121	2886
Volunteer Hours	1195	2,121	1404

Community Heritage Commission

May 26, 2025 Report to Council

PURPOSE - To seek Council authorization for the Community Heritage Commission (the to participate in the 2025 Alberni District Fall Fair for the purposes of increasing public awareness of cultural and heritage matters, and to conduct a short community survey to support future planning and engagement strategies.

AVM Deaccessioning of Firearms

At its meeting of June 4, 2025, The Community Heritage Commission reviewed and supported the recommendation to Port Alberni City Council (meeting of June 23, 2025) for the formal deaccessioning of the following items from the Alberni Valley Museum Collection:

- 1971.80.2 – Winchester Model 1897 Shotgun
- 1976.26.1 – Savage Model 1899 Rifle
- 1976.27.1 – Ithaca Hammerless Shotgun
- Un-accessioned – Large Rifle Gun Storage Case

Exhibitions

Q2 general gallery attendance: 4764

ANNUAL PROGRAM STATISTICS

Category	2025 YTD		2024*		2023**	
	Programs	Attendance	Programs	Attendance	Programs	Attendance
Curriculum-linked education	13	220	12	416	64	1953
Family/Children	43	537	52	1007	72	1264
Adult	44	552	70	1554	41	1521
Special events/Collaborations	6	962	34	2830	24	2852
Total:	104	2745	168	5391	201	7615





Program Highlights

Educational programming at AVM in Q2 was impacted with the resignation of the Museum Assistant for Education. The position remains vacant at this time, however, the hiring of two Summer Museum Assistants has enabled programming to return to normal service levels.

In addition to its continued provision of K-12, Children & Families, and Adult programming, the Alberni Valley Museum (AVM) also provided the following enrichment opportunities:

- A bespoke programme for Learning Inclusive - Neurodivergent boys' group (ages 8-13 years) featuring the history of Morse Code and how to use it.
- The Museum Minis initiative; a sold-out pre-kindergarten preparedness programme for families, alongside special sessions designed to support local day-care and pre-school organisations.
- A private event for Freemason Barclay Lodge #9 and the Ladies of the Eastern Star.
- Educational sessions for school groups, focusing on the history of British Columbia, the Alberni Valley, and the animals of the Pacific Northwest.
- A guided tour for Vancouver Island Health Authority, tailored for adults with special needs.

Community Collaborations

- AVM After Dark: Ron Hamilton Lecture on the concept of the Ha'wiih, or hereditary chiefs, who play pivotal roles in guiding Nuuchah-nulth communities.
- The Alberni Valley Fibre Guild – facilitated three adult workshops on traditional fibre techniques to complement the Resist exhibition.

BUDGET OVERVIEW

Museum Gift Shop Sales

YTD: \$10,808

Alberni Valley Community Foundation (AVCF) Grant

A \$5,000 grant from AVCF to invest in technology to support the 2025 exhibition of work by Nuuchah Nulth artist and hereditary chief Cecil Dawson. In 2026, this technology will be re-purposed to support the re-interpretation of the Museum's permanent exhibition to increase the diversity and accessibility of the histories and stories shared to better reflect the contributions by the many cultural communities that have shaped the Alberni Valley into the special place we call home.



The Hamber Foundation Grant

A \$2,000 grant for two portable education kits designed to bring the history of British Columbia into classrooms. Based on the "Bridges to the Past: Uncovering British Columbia's History" lesson plan, the kits will provide students with hands-on materials, historical artefacts, interactive activities, and digital resources to foster engagement with BC's cultural and historical heritage. Experiential learning in the classroom fosters deeper understanding by allowing students to engage directly with concepts through hands-on activities, real-world problem-solving, and reflection. This active approach not only enhances retention but also develops critical thinking, collaboration, and adaptability—essential skills for lifelong learning. These kits will be developed in the upcoming year and will be made available to schools throughout the Alberni Valley and SD 70.

Young Canada Works/Canadian Museums Association Funding

Successful application for 2 student positions (partial funding) from Young Canada Works/Canadian Museums Association. Final amount of funding will be calculated in September.

LOOKING FORWARD

2025 AVM Summer Camps

Curriculum-linked summer camps for children and youth ages 7 to 13. The camps will focus on interdisciplinary learning, blending history, art, science, and cultural studies. This initiative will provide enriching educational opportunities for the community while advancing the museum's goal of fostering lifelong learning and engagement:

- Develop Interdisciplinary Curriculum-Linked Programs - Create dynamic summer camp activities rooted in BC's curriculum, incorporating museum collections, local history, and cultural themes.
- Promote Active Learning - Design hands-on, interactive workshops that encourage creativity, critical thinking, and teamwork.
- Broaden Accessibility - Ensure programs are inclusive and engaging for children of various ages, backgrounds, and learning styles.

Themes & Dates:

- Camp curiosity: Exploring the Museum and Parks and Recreation | July 7-11
- Culture Connections Camp | July 14-18
- Camp Roots | July 21-25
- Dino Camp | July 28-August 1
- Mighty Machines Camp | August 11-15
- Roots & Shoots: Nature Discovery Camp | August 18-22 (5)

AVM Exhibition | Cecil Dawson: Worlds Colliding (August 1 – November 1, 2025)

The exhibition Worlds Colliding presents the evocative and multilayered works of Cecil Dawson, a renowned Nuu-chah-nuth and Kwakwaka'wakw artist and Hereditary Chief of the Dzawada'enuxw First Nation. Rooted in ancestral knowledge, cultural reclamation, and artistic innovation, the exhibition invites viewers into a world where Raven, ancient beings, and sea creatures coexist beneath coastal waters.



Key messages

Cultural Reclamation: The exhibition emphasizes the revitalization and continuity of Indigenous knowledge through art.

Cross-Cultural Dialogue

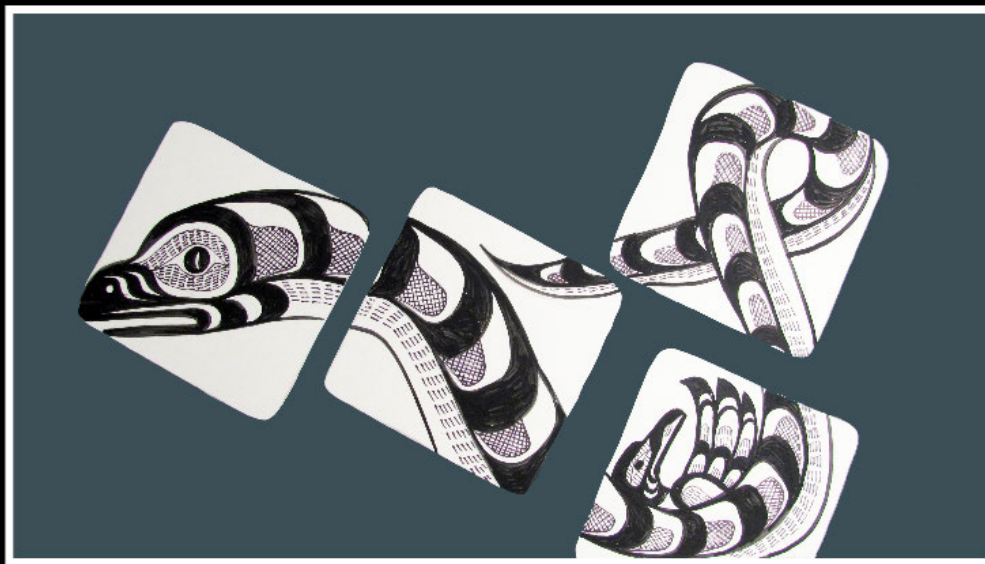
Dawson's collaborations underscore the importance of mutual respect, protocol, and shared understanding in artistic practice.

Community Engagement

The event creates a space for learning, connection, and celebration among Indigenous and non-Indigenous communities.

Opening Ceremony and Reception


Thursday, July 31, 10:30 AM. The formal opening will honour Indigenous traditions through ceremony, songs, and dances, recognizing the artist and the cultural significance of the exhibition.



Cecil Dawson:

Worlds Colliding

Date: July 4, 2025
File No: 0640-30-July 14, 2025
To: Mayor & Council
From: M. Fox, Chief Administrative Officer
From: **2nd Quarter - 2025 Procurement Summary**

Prepared by: A. MCGIFFORD DIRECTOR OF FINANCE	Supervisor: M. FOX CHIEF ADMINISTRATIVE OFFICER	CAO Concurrence:  M. Fox, CAO
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RECOMMENDATION

THAT Council receive the report '2nd Quarter - 2025 Procurement Summary' dated July 4, 2025 as information.

PURPOSE

To provide Council with the annual update/report on procurement contract awards and social procurement activities.

BACKGROUND

The procurement policy delegates authority to designated City staff to award contracts for operating and capital projects which have been approved in Council's five-year financial plan. During the financial planning process, Council may identify contracts that are of particular interest to the Council or are of specific interest in the community that they wish to approve prior to award. Each department is responsible for the development and execution of procurements. Financial Services reviews and supports the process administratively.

ALTERNATIVES/OPTIONS

1. That Council receive the report '2nd Quarter - 2025 Procurement Summary' dated July 4, 2025 as information.

ANALYSIS

All contracts awarded during this period are included in the Council adopted financial plan(s).

IMPLICATIONS

Not applicable.

COMMUNICATIONS

To provide transparency, procurement opportunities are publicly posted to the City's website and the BC Bid website. BC Bid is British Columbia's central electronic tendering website and is the main hub of all public procurement in the province. The successful vendor and the contract award amount are also posted.

BYLAWS/PLANS/POLICIES

The City's [Procurement Policy 3009-1](#) delegates authority for staff to award contracts provided the expenditure is approved in the Financial Plan. Council maintains the ability to identify opportunities during the financial planning process that requires their approval prior to staff awarding a contract.

SUMMARY

The City's procurement policy framework requires that all contract awards must fall within approved budgets in the Financial Plan, with exceptions provided only for emergency purposes. Through the financial planning process, Council has an opportunity to identify projects of significant value or community interest that require Council approval in the procurement process. A list of contracts awarded over the past year in excess of \$100,000 is included as *Appendix A*. The City is committed to continuing and expanding education both within in the organization and with the broader marketplace to utilize social procurement practices where reasonable, while exploring opportunities to support community benefits.

ATTACHMENT

- Appendix A – 2nd Quarter 2025 Procurement awards

c: *S. Darling, Director of Corporate Services*
K. DeClercq, Assistant Accountant

Appendix A – Contract Award Report

The following contracts above \$100,000 were awarded between April 1, 2025 and June 30, 2025

None to report over \$100,000 in the 2nd quarter of 2025

CITY OF PORT ALBERNI

BYLAW NO. 5131

A BYLAW RESPECTING THE WATERWORKS SYSTEM

The Council of the City of Port Alberni in open meeting assembled enacts as follows:

1. **Title**

This Bylaw may be known and cited for all purposes as "**Waterworks Bylaw No. 5131, 2025**".

2. **Definitions**

Unless the context specifically indicates otherwise, the meaning of the terms used in this bylaw shall be as follows:

"At Cost" means:

- a. Any Owner who applies to the City for work which is to be done "at cost" shall pay a cost determined by the City and which includes the amount expended by the City for gross wages and salaries, employee fringe benefits, materials, equipment rentals at rates paid by the City or set by the City for its own equipment and any other expenditure incurred in doing the work, plus administration charges;
- b. The Engineer shall supply an estimated cost and any Owner shall make an advance payment in the amount estimated prior to the commencement of any work; and
- c. The estimated cost will be the cost paid by the Owner, regardless of whether the actual costs were greater or less than the estimate.

"Backflow" means the flow of water from an Owner's Premises to the Waterworks.

"Building and Plumbing Inspector" means the Chief Building and Plumbing Inspector of the City or any person appointed by the Council to serve in the capacity and his/her duly authorized representative.

"Business Unit" means a separate Premises or unit in which business is conducted whether or not the Premises or units are supplied with water.

"City" means the City of Port Alberni.

"Council" means the Municipal Council of the City of Port Alberni.

"Cross Connection" means any actual or potential physical connection between a Potable Water line and any pipe, vessel, or machine containing a non-potable fluid, such that it is possible for non-potable fluid to enter the Potable Water system by Backflow.

"Curb Stop" means a shut off valve installed by the City on a Service Connection with a protective housing to the ground surface. The Curb Stop is located on the Main side of the property line.

"Distribution System" means all Mains and appurtenances thereto, including Fire Hydrants, pumping stations, reservoirs, pressure reducing stations, Meters and Service Connections installed within any highway, municipal right-of-way or easement or municipal property.

"Dwelling Unit" means one or more rooms constituting a separate self-contained unit or living accommodation used or intended to be used for living and sleeping purposes and containing a sink and cooking facilities.

"Engineer" means the Municipal Engineer of the City or any person appointed by the Council to serve in that capacity and will be referred to herein as the Engineer, and his/her duly authorized representatives.

"Engineering Department Standards and Specifications" means the document so titled and adopted by Council as "Schedule B" to the City of Port Alberni Subdivision and Development Bylaw.

"Fire Hydrant" means a device equipped with special threaded connections installed by the City within a highway, municipal right-of-way, easement or on Municipal property, or private devices as permitted by the Engineer, connected to a Main to provide water for fire protection purposes.

"Fire Line" means a Supply of Water which has one separate and secure Service Connection devoted solely to serving Fire Hydrants and/or fire sprinklers as needed on an emergency basis only.

"Main" means a pipe including valves, fittings and other appurtenances other than a Service Connection, pumping station, treatment plant or reservoir in the Distribution System.

"Meter" means a device used to measure and indicate the volume of water passing through the device and shall include remote reading accessories and all other accessory materials required for the installation and operation of the Meter.

"Owner" means "owner" as defined in section 1 of the *Local Government Act*, R.S.B.C. 1996, which is copied here for convenience purposes only: "owner in respect of real property means (a) the registered owner of an estate in fee simple, (b) the tenant for life under a registered life estate, (c) the registered holder of the last registered agreement for sale, (d) the holder or occupier of land in the manner referred to in section 356 [taxation of Crown land used by others] or section 357 [taxation of municipal land used by others], and (e) an Indian who is an owner under letters patent of a municipality incorporated under section 12 [incorporation of reserve residents as a village]."

"Person" means any person and includes any company, corporation, individual, partnership, firm, association, society or party but excludes the City of Port Alberni or any person authorized to act on its behalf.

"Potable Water" means water that is fit for human consumption as defined in the *British Columbia Health Act, Safe Drinking Water Regulation*.

"Premises" means land and land and improvements.

“Service Connection” means a pipe and the necessary valves and protective boxes, connections and any other material necessary to and actually used to connect the Main to a Curb Stop.

“Treasurer” means the Treasurer of the City or any person appointed by the Council to serve in the capacity of Financial Officer under section 199 of the *Local Government Act*, and his/her duly authorized representative.

“Water Consumption” means the amount of water used at a Premises in a period of time as indicated by the difference between the Meter readings at the previous read date and the present read date.

“Water Service” means a pipe including all valves, connections, taps and Meters connecting a Curb Stop to a house or building and includes the tail nut of the Curb Stop.

“Supply of Water” means the flow of water available to the Premises from the Waterworks.

“Waterworks” means the entire waterworks system of the City including the Distribution System, reservoirs, treatment facilities, pumpstations, dams and intakes.

3. **Authority for City to Supply Water**

The City hereby establishes a Waterworks to supply water to the inhabitants of the City and adjacent localities. The provisions of this bylaw shall extend to and be binding upon any Owner so supplied, and the City reserves the right to alter or discontinue services in emergencies or when deemed necessary.

4. **Responsibility**

This bylaw shall be administered by the Engineer, who shall have the authority to enforce compliance with all provisions herein, issue orders, impose penalties for violations, and oversee any necessary inspections.

5. **Prohibitions**

No Person shall:

- a. bathe or wash or cleanse any material, or place a nuisance or any offensive matter or thing within or near the sources of supply of the Waterworks, or reservoir, or in any lake, river, pond or spring from which such water is obtained, or cause to throw or put any poisonous, noxious or offensive matter or thing therein, or cause, or permit, or suffer the outflow of any sink, drain or sewer to run or be conveyed into the same, or carry out work which allows silt or mud to foul the water supply, or cause or permit or suffer any other matter or thing to be done whereby the Waterworks may be fouled;
- b. make any connection to the Waterworks or in any way tamper with, operate, remove, or make any alteration to any Fire Hydrant, Meter, Curb Stop, valve, pumping station, reservoir, chamber or other fixture or appurtenance connected

with the Waterworks without first applying for, on the form provided by the Engineer, and obtaining written permission from the Engineer;

- c. without lawful excuse, break, damage, destroy, uncover, deface, mar or tamper with any part of the Waterworks;
- d. sell, give, or convey water beyond Premises connected to the Waterworks, without prior written permission of the Engineer;
- e. willfully waste any water or use any water for powering machinery or any other use which the Engineer deems extraordinary;
- f. use water on a Premises for purposes other than those specified in the application(s) for Service Connection;
- g. connect, cause to be connected, or allow to remain connected, any piping, fixture, fitting, container or appliance in a manner which, under any circumstances, may allow water, waste water, or any harmful liquid or substance to enter the Waterworks;
- h. connect or attempt to connect, or allow to be connected, or allow to remain connected to the Waterworks any property or Premises otherwise than in accordance with the provisions of this Bylaw;
- i. install water services on private property other than in accordance with the Building Bylaw and with the approval of the Building and Plumbing Inspector prior to connection being made to the Service Connection at the property line;
- j. refuse or fail to abide by a notice issued by the Engineer of a prohibition, restriction or limitation of the use of water;
- k. lay or cause to be laid any pipe to connect with any Main or Service Connection of the Waterworks or in any way obtain or use water supplied thereby without the permission of the Engineer;
- l. turn on the Water Service at the Curb Stop for occupancy use until the private plumbing system has been approved by the Building and Plumbing Inspector and has been inspected for cross-connections;
- m. knowingly give inaccurate information to the City regarding the description of Premises, the number and description of business and/or residential Premises, and other information necessary for the formation of a correct estimate of the rates and charges to be charged;
- n. use water from a fire line Service Connection or from the fire line branch of a dual-purpose Service Connection for any purpose other than firefighting;
- o. in any way tamper with or remove the Meter or operate sealed bypass valves after installation without first obtaining the permission of the Engineer.

6. No Guarantee of Water Supply, Pressure or Quality

The City does not guarantee continuous or uninterrupted water supply, quality, or pressure. The City reserves the right to alter operational pressures or interrupt service as necessary for repairs, maintenance, extensions, or emergencies.

7. Liability

Neither the City, its officers, employees or agents shall incur any liability of any kind whatsoever by reason of the cessation in whole or in part of the Supply of Water, or changes in operating pressures, or by reason of the water containing chlorine sediments, pathogens, deposits, or other foreign matter.

It is a condition of the Supply of Water that:

- a. In the event that the Supply of Water to any Owner shall fail, whether from natural causes or accident or from any other causes whatsoever, the City shall not be liable for damage by reason of such failure.
- b. The City shall not be liable for any injury or damage to any Person or property arising or occurring from the use of water from the Waterworks.
- c. The City does not guarantee that water supplied by it is free of any impurity that would affect a manufacturing process.

8. Owner Depending on Continuous or Pure Water to Provide Their Own Facilities

Owners depending on a continuous and uninterrupted Supply of Water or having processes or equipment that require particularly clear or pure water shall provide such emergency storage, oversize piping, pumps, tanks, filters, pressure regulators, check valves, additional service pipe or other means for a continuous and adequate Supply of Water suitable for their requirements.

9. Access by City

Every Owner under this Bylaw shall at all reasonable times allow, suffer and permit the Engineer or any person authorized by him for such purpose, to enter into the Premises for the purpose of installing, repairing, maintaining, examining, reading, and inspecting, water pipes, connections, fixtures, taps, Meters, Fire Hydrants, and any other apparatus used in connection with the Waterworks.

Every Owner, tenant or occupant of Premises shall provide and maintain an adequate and convenient passageway to the Meter, and shall keep such passageway reasonably accessible at all times for the reading, inspection, repairing, maintaining, and removal of the Meter.

10. Responsibility to Repair Leaks

The Owner has a duty to expeditiously detect and repair any leaks which result in the waste of water as described in Section 15 of this Bylaw.

Every Owner having Metered service shall pay for the full amount of water as registered by the Meter, according to the rates applicable to the service, and no deduction shall be allowed on account of any waste of water.

11. Termination of Supply of Water

The Engineer may order the termination of the Supply of Water to any Owner on ten (10) days written notice for violation of any of the provisions of this Bylaw, for failure to maintain the Water Service in good condition without any leaks, for the non-payment of rates and charges when due, for refusing to provide for the proper installation of a Meter, for system repairs, or for lack of water.

12. Water Use Restrictions

In the event of a water supply shortage, due to any reason whatsoever, the Engineer may issue a notice prohibiting, restricting or limiting the use of water by any or all of the Owners.

Such notice shall be sufficiently given if broadcast by the local radio or television station or advertised in a newspaper circulating in the City.

It shall not be a defense to any Person prosecuted hereunder that notice, as aforementioned, shall not have reached or been brought to their attention.

13. Service Connections

Each property shall have its own Service Connection which shall be installed by the City. Each building shall have only one Service Connection except when a separate connection is required for fire protection purposes or when otherwise approved by the Engineer. Where two or more buildings exist on one parcel of land and where such parcel or land can be subdivided, each building shall have a separate Service Connection.

All connections with the City's Mains or Service Connections shall be made by employees or authorized agents of the City.

A strata development, regardless of the number of internal lots or structures, shall have only one metered domestic Service Connection to the Waterworks.

The Engineer shall determine the location of a Service Connection. If an Owner desires to have a Service Connection installed in any particular location, he shall in writing notify the Engineer of such desire.

Where possible, the Service Connection will be located at the location requested by the Owner. In the event the Owner's preferred location is not practicable due to the existence of installed surface improvements, or is in conflict with installed underground utilities or is cost prohibitive, the Engineer shall designate the location of each Service Connection to each parcel of land or Premises.

The minimum inside diameter of a Service Connection shall be nineteen millimetres (19 mm) (3/4 inches). The size of the Service Connection for any Premises shall be

approved by the Engineer. If the requested Service Connection exceeds the then available capacity of the Waterworks, the Engineer may limit the size of the connection.

All Service Connections shall be installed to conform to the latest revision of the Engineering Department Standards and Specifications.

Where street surface improvements by way of paving are scheduled for installation by the City, the Engineer may order a Service Connection to be installed to any property abutting such street and served by the Waterworks regardless of whether or not any improvement is constructed on the property, but no water shall be supplied to such property except as provided in Section 18 of this Bylaw.

14. Cross Connection Control

Notwithstanding Section 11 above, if a condition is found to exist which, in the opinion of the Engineer is contrary to Subsection 5.g. above, the Engineer may either:

- a. forthwith shut off the Water Service or services, or
- b. give notice to the Owner to correct the fault within 96 hours, or a specified lesser period, and if the Owner fails to comply with such notice, forthwith shut off the Water Service or services.
- c. Without prejudicing the aforesaid, the Engineer may require Cross Connection control devices to be installed. The device and installation shall be approved by the Engineer and installed by and at the expense of the Owner.

Notwithstanding Subsection 5.l. of this Bylaw, use of a Water Service for construction purposes on a temporary basis is not prohibited, provided the Engineer is satisfied that adequate provision is made to prevent Backflow into the Waterworks.

No new Service Connection for any building, irrigation system or sprinkling system, will be given to an Owner unless the Engineer is satisfied that cross-connections do not exist, or unless an approved cross-connection control device has been installed by an approved installer. The said installation must then be inspected and approved by the Chief Building and Plumbing Inspector and tested by a Certified Tester of Cross Connection control devices.

Where a Cross Connection control device is required the said device shall be approved by the Engineer and conform to the requirements of the latest revision of the Engineering Department Standards and Specifications.

The installation, repair and maintenance of all cross-connection control devices are the responsibility of the Owner who must ensure that the devices are in proper working order. These devices are to be tested by a Certified Tester of Cross-Connection Control Devices, and the test results, including repairs performed, submitted to the City on an annual basis or as required by the Engineer.

15. Water Service

The City shall install that portion of the Water Service between the Curb Stop and

property line. Any fittings required to join the City's pipe to the Owner's shall be the Owner's responsibility. All Water Services shall be installed with a Meter.

The Water Service shall be maintained by the Owner at his sole expense. In the event that any defect is suspected in the Service Connection or Water Service, the Owner shall immediately notify the City and the Engineer will, as soon as practical, operate the Curb Stop and determine thereby if the defect exists in the Water Service or in the Service Connection. If the defect is determined to be located in the Water Service, the Owner shall affect repairs within ten (10) days.

In the event the Owner refuses or neglects to carry out repairs within the specified time the Engineer may either terminate the Water Service in accordance with Section 11, or by his workers or others, make the necessary repairs at the expense of the Owner, and the City shall recover the total actual costs thereof.

16. Meters

The City shall be entitled at any time to install a Meter upon any Premises whereon water is supplied and substitute a metered user rate for the unmetered user rate thereon, whether such unmetered user rate has already been paid or not.

The establishment of a Rate for Water Consumption for unmetered (refusals) Premises does not interfere with or relieve an Owner of their obligation to have a Meter installed on their Premises as required in Section 16, above.

In the event of the installation of a Meter, an allowance shall be made to the Owner of so much of the unmetered user rate already paid by him as is proportionate to the unexpired portion of the time covered by such unmetered user rate, and from the time of such installation the rate payable shall be according to the reading of the Meter installed.

Unless otherwise determined by the Engineer, all Owners shall install a Meter in a configuration as required in the latest revision of the Engineering Department Standards and Specifications.

The Engineer shall determine the size of Meter required and the City shall supply, at the City's expense, the Meter to the Owner or his agent for installation. First-time installation of Meters in existing structures will be at the City's expense. All other Meter installations shall be at the Owner's expense.

The Meters are and shall remain the property of the City or its authorized agents, who shall maintain, repair, replace, inspect and read the same. If such property is damaged or destroyed as a result of carelessness, willful damage, tampering, hot water or steam, or the action of frost or from any other cause not the fault of the City or its employees, the Owner in or on whose Premises the Meter has been placed shall pay the City, or its authorized agents, the value of the property so damaged or destroyed or the total actual cost of repairing same.

Where, in the opinion of the Engineer, convenient access to a Meter cannot be supplied, the City shall, by its employees or others, install suitable remote reading equipment at cost to the Owner.

Each individual Meter shall, whenever possible, be read once every billing period.

In no case shall a Meter reading be postponed for more than two (2) consecutive billing periods.

17. Rates and Customer Service Charges

Every Owner of Premises where a Meter is installed shall pay in addition to all other rates and charges for the use of the Waterworks the amounts specified in the City's Fees and Charges Bylaw. The rates enumerated in the City's Fees and Charges Bylaw are hereby imposed and levied by the City, and all such rates shall be due and payable on the date specified in the City's Fees and Charges Bylaw and shall form a charge on the lands and improvements to or upon which the Service Connection is made.

Every Owner of Premises where a Meter is not installed shall pay in addition to all other rates and charges for the use of the Waterworks the amounts specified in the City's Fees and Charges Bylaw. The rates enumerated in the City's Fees and Charges Bylaw are hereby imposed and levied by the City, and all such rates shall be due and payable on the date specified in the City's Fees and Charges Bylaw and shall form a charge on the lands and improvements to or upon which the Service Connection is made.

Every Owner requesting and/or receiving services shall be charged for those services as prescribed by the terms of the City's Fees and Charges Bylaw.

The Rates for Water Consumption as specified shall be applied commencing:

- a. in the case of new construction, on the date that the City issues the Meter to a private installer or the date that City staff install the Meter, and
- b. in the case of previously metered Premises, from the date of the application for turn on or, where service has been discontinued, from the date as determined by the Treasurer.

Fixed System Charges prescribed in Rates for Water Consumption, and Fire Line Rates in the City's Fees and Charges bylaw charged for the first billing period shall be pro-rated to the next following full month of service.

Except where there is a compound Meter, where more than one Service Connection or Meter serves any Owner's Premises, each Meter will be billed separately and in accordance with the respective applicable rates and charges prescribed in the City's Fees and Charges Bylaw.

Notwithstanding Section 16, above, when a Meter reading is postponed until the next billing period, the rate to be charged shall:

- a. for the billing period for which no reading is taken, be calculated on the average Water Consumption in the previous two (2) billing periods.
- b. for the billing period following that in which no reading was taken be calculated on the total actual Water Consumption in the two (2) billing periods, as read on the Meter, minus the estimated Water Consumption utilized in (a) above.

- c. if a Water Consumption estimate is not possible using the methods prescribed in (a) and (b) above, then the Treasurer shall estimate the Water Consumption for the billing period in a similar manner as described in Section 17 of this Bylaw.

Where the Engineer determines that a Meter fails to register or to properly indicate the quantity of water used or consumed, or where breakage of a Meter occurs on private property, the Treasurer shall estimate the Water Consumption and shall render an account to the Owner.

Where any account is rendered pursuant to this Section 17, the Treasurer, in estimating the account, shall consider previous billing periods when such Meter was registering correctly, seasonal variations, changes in occupancy, and any other factors which, in the opinion of the Treasurer, may affect the Water Consumption.

Where an adjustment is made to an account related to failure of a Meter, the Treasurer may charge an administration charge as set out in the City's Fees and Charges Bylaw.

No complaint of an error in any account for water rates or charges shall be considered and no adjustment of any such error shall be made after a period of one (1) year has elapsed since the end of the period for which such rates or charges were made. After termination of this period all such rates and charges shall be deemed to have been properly and correctly made.

In the event of failure or stoppage of Supply of Water continuing for more than five (5) consecutive days, a pro-rated reduction shall be made on the Fixed System Charge prescribed in the Rates for Water Consumption and Fire Line Rates prescribed in the City's Fees and Charges Bylaw.

A penalty equal to 5% of the unpaid balance of the "Amount Due" noted on the period Utility Billing invoice (less any subsequent payments), shall be charged to the customer account thirty-one (31) days following the "Payment Due Date" noted on the period Utility Billing invoice.

If the rates and charges imposed during any one calendar year remain unpaid after the thirty-first day of December in that year, they shall be entered upon the tax roll as taxes in arrears against the property so served.

Non-receipt of an invoice or account will not be recognized as a valid excuse for failure to pay the rates when due.

18. Service Connections

The Council may from time to time by bylaw prescribe the charge to be paid to the City by an Owner applying for a Service Connection. No Service Connection shall be made until payment of the prescribed charge is received by the City.

Each application for a Service Connection shall be made to the City by the Owner or authorized agent and shall be in the form set by the Engineer and shall be signed by such Owner or agent, and delivered to the Engineer. Payment of the applicable Service Connection charge pursuant to the City's Fees and Charges Bylaw shall be made with

the application.

Every Owner applying for a Service Connection shall make a full and true statement, of the description of the said Premises and the number and description of business and/or residential Premises and shall give all other information necessary for the formation of a correct estimate of the rates and charges to be charged.

Every Owner shall forthwith upon there being any change in the description of Premises or in the number or description of business and/or residential Premises notify the Treasurer in writing of said change.

If the statement made or information given under Section 18 shall be inaccurate in any particular so that any additional rate shall become chargeable, such additional rate shall be payable forthwith to the City.

Upon receipt of an application for a Service Connection, the Engineer shall, as soon as he can do so conveniently, install a Service Connection from the Main pipe to the street boundary.

If such connection is not practicable the Engineer shall so notify the Owner and the City shall refund the Service Connection charge paid by the Owner.

19. Fire Line Service Connections

In the event that an Owner wishes to apply for both a fire line Service Connection and a Service Connection for normal use that can be installed concurrently, they may apply either for a dual-purpose Service Connection within one pipe, or separate Service Connections. The Engineer may require that the applications for the two types of services to a new structure be made concurrently, and may require that, in the case of separate Service Connections, they be installed concurrently and in the same location in order to minimize the disturbance of traffic, pavements and utilities.

If a dual-purpose Service Connection within one pipe is approved by the Engineer, the connection will be installed At Cost.

If totally separate Service Connections are approved by the Engineer, the rates and charges applicable shall be the total of the charges for the size and "type" (i.e. domestic or fire line) of each Service Connection as prescribed in the City's Fees and Charges Bylaw.

20. Use of Fire Hydrants

An Owner desiring to temporarily obtain water by connecting to a Fire Hydrant must apply for, using the form provided by the Engineer, and obtain written permission from the Engineer. At the time of application, the Owner will pay the charges as prescribed in the City's Fees and Charges Bylaw for this service. The Engineer will consider each application on its merits and will grant permission at his discretion.

21. Watermain Extensions

All applications for Main extension shall be made in writing to the Engineer, using the

form provided by the Engineer, by the Owners of the property to be served by such Main extension.

Should the Engineer approve an extension of the Main to serve any Premises, the extension including Service Connections to the Owner's abutting property, shall be designed and installed in accordance with the Engineering Department Standards and Specifications At Cost to the Owner.

Notwithstanding the diameter of the Main required to be extended as aforesaid the amount payable by the Owner shall not be greater than the cost of extending a 150 mm (6 inch) Main.

Where extension of a Main is capable of providing less than four Service Connections, the Engineer may agree if so requested to have the engineering design and associated services performed by the City At Cost. The Owner shall reimburse the City its costs incurred for the provision of engineering services.

Where a Main is extended At Cost to an Owner as provided herein, the Owner extending the Main shall be entitled to a refund for each Service Connection made to the said extension to serve property owned by another Owner where provided for under the City's "Subdivision and Development Bylaw".

22. Water Supply Turn On and Turn Off

Owners who desire to turn on or turn off their Supply of Water at the Curb Stop shall apply in writing, using the form provided by the Engineer, and at least two (2) days in advance, to the Engineer and the work will be done at the City's convenience. If the turn on or turn off is for purposes other than maintenance or repair or the commissioning of a new Service Connection or Supply of Water, the customer service charge for such turn on or turn off shall be as provided in the City's Fees and Charges Bylaw.

Notwithstanding the section above, any Owner who requests turn on or turn off of a Water Service for maintenance or repair on an emergency basis at dates and times other than regular City business hours shall be charged a customer service charge as prescribed in the City's Fees and Charges Bylaw.

Until the receipt of such application, the appropriate rates shall be charged to the end of the month in which the application for turn on or off was received.

No credit or rebate of any rates or charges paid or payable will be granted or allowed unless proper application has been made and the Supply of Water has been turned off for a period in excess of thirty (30) days.

When an Owner desires to have the Supply of Water renewed after it has been turned off for any reason, they shall apply therefor to the Engineer in writing giving five (5) days' notice, and shall pay all arrears of rates and charges as set out in the City's Fees and Charges Bylaw for the cost of turning water off and on together with any other expense the City may have incurred in connection with such discontinuance and resumption of supply. No Supply of Water shall be renewed to any Premises when there are arrears of rates or charges against such Premises or against the Owner for such renewal.

23. Interim Meter Read

Any Owner desiring an interim Meter read (i.e. a special read other than at the time of reading for the normal billing period) for a Premises for purposes including but not limited to buying/selling of the Premises, change of tenants, and statement of outstanding taxes from a lawyer, notary or others, must apply to the Treasurer, using the form provided by the Treasurer. A customer service charge as provided in the City's Fees and Charges Bylaw will be charged for this service. Written application must be received by the Treasurer at least two (2) working days in advance of the date that the interim Meter read is desired and the City will complete the work at its earliest convenience.

24. Meter Testing

If an Owner is dissatisfied with the Water Consumption as recorded by their Meter, they may, on application to the Engineer, have their Meter tested by the City. At the time of application, the Owner shall pay a deposit for Meter testing, prescribed in the City's Fees and Charges Bylaw. Upon receiving such application, the City will test at its earliest possible convenience.

If the test shows that the Meter is over-registering by more than 4%, the sum so deposited shall be refunded and the Owner shall be allowed a rebate on the Water Consumption for a period not exceeding the three (3) months immediately prior to such test and the amount of the rebate shall be determined by the percentage of the inaccuracy as shown by the test, or on some other equitable basis as determined by the Treasurer. If the test shows the Meter to be registering within the 4% the sum so deposited shall be forfeited to the City to defray in part the cost of making the test.

Any Meter may be tested by the City at any time and at its initiation and the provisions of the above sub-section for the adjustment of inaccuracies shall apply.

25. Adjustment of Account

Notwithstanding Section 10, above, any Owner desiring an adjustment to an account as a result of a leak from a breakage of any water pipe on their property, may apply to the Treasurer, using the form provided by the Treasurer, and the Treasurer will decide at his discretion whether or not to adjust the account based on the circumstances and other factors he considers relevant. The Treasurer may charge an application administration charge as set out in the City's Fees and Charges Bylaw.

26. Offenses and Penalties

Every Person who does anything this Bylaw prohibits or who suffers or permits any act or thing to be done in contravention or in violation of any of the provisions of this Bylaw, who neglects to do or refrains from doing anything required to be done by any of the provisions of this Bylaw or who does any act which violates any of the provisions of this Bylaw, is guilty of an offense against this Bylaw and liable to the penalties hereby imposed. Each day that a violation continues to exist shall constitute a separate offense.

Every Person who commits an offense against this Bylaw shall be liable upon summary conviction to a fine in accordance with the City's Fees and Charges Bylaw and, for offenses not included in the City's Fees and Charges Bylaw, a fine of not more than

\$2,000 for each offense, or to imprisonment for not more than 6 months, or to both, and in default of payment forthwith or within such time as the presiding Supreme Court Judge or Justice of the Peace shall direct, the fine imposed shall be recoverable under the provisions of the *Offence Act*, R.S.B.C. 1996, Chapter 338 and all amendments thereto.

27. Severability

If any provision of this bylaw is held to be invalid or unenforceable by a court of law, such invalidity shall not affect the validity and enforceability of the remaining provisions of this bylaw.

28. Repeal

Bylaw No. 4494 and all amendments thereto are hereby repealed.

READ A FIRST TIME this 23rd day of June, 2025.

READ A SECOND TIME this 23rd day of June, 2025.

READ A THIRD TIME this 23rd day of June, 2025.

FINALLY ADOPTED this day of , 2025.

Mayor

Corporate Officer

CITY OF PORT ALBERNI

BYLAW NO. 5132

A BYLAW TO REGULATE THE USE OF PUBLIC AND PRIVATE SEWERS, THE INSTALLATION AND CONNECTION OF BUILDING SEWERS, AND THE DISCHARGE OF WATERS AND WASTES INTO THE PUBLIC SEWER SYSTEM.

The Council of the City of Port Alberni in open meeting assembled enacts as follows:

1. Title

- 1.1 This Bylaw may be cited for all purposes as “Sewer Connection and Regulation Bylaw, No. 5132, 2025”.

2. Definitions

- 2.1 Unless the context specifically indicates otherwise, the meaning of the terms used in this bylaw shall be as follows:

“Approved” shall mean conforming with this bylaw and such designs, standard specifications, methods, and materials as adopted from time to time by the Engineer.

“BOD₅” (Biochemical Oxygen Demand) shall mean the quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedure in five (5) days at 20° centigrade, expressed in parts per million by weight.

“Building drain” shall mean that part of the lowest horizontal piping of a drainage system which receives the discharge from soil, waste, and other drainage pipes inside the walls of the building and conveys it to the building sewer, beginning three (3) feet outside the outer face of the building wall.

“Building sewer” shall mean that part of a drainage system outside a building commencing at a point three (3) feet from the outer face of the wall of the building and connecting the building drain to the public sewer or place of disposal of sewage.

“City” shall mean the City of Port Alberni.

“Council” shall mean the Council of the City.

“Engineer” shall mean the Engineer of the City of Port Alberni or such other person as the Council may by resolution appoint.

“Garbage” shall mean solid wastes from the domestic and commercial preparation, cooking, and dispensing of food, and from the handling, storage, and sale of produce.

“Health officer” shall mean the Medical Officer of Public Health for the City or any person to whom he may delegate a particular duty.

"Liquid Industrial wastes" shall mean the liquid wastes from industrial manufacturing process, trade, or business as distinct from sanitary sewage.

"Meter" means a device connected to the waterworks system used to measure and indicate the volume of water passing through the device and shall include remote reading accessories and all other accessory materials required for the installation and operation of the Meter.

"Natural outlet" shall mean any outlet into a water course, pond, ditch, lake, or other body of surface or ground water.

"Owner" shall mean the registered owner of a property or the purchaser thereof who is entitled to occupy and enjoy the property.

"Person" shall mean any individual, firm, company, association, society, corporation, or group.

"pH" shall mean the logarithm of the reciprocal of the weight of hydrogen ions in grams per liter of solution.

"Polluted water" shall mean drainage water or waste water which contains more than any of the following:

- a. Ten parts per million by weight of fat, oil, or grease;
- b. Thirty parts per million by weight of suspended solids;
- c. Twenty parts per million by weight of BOD₅;
- d. A median confirmed stage coliform count of 2400 per hundred milliliters;

or contains concentrations of such other substances which by themselves or in combination with other may be toxic or poisonous or otherwise detrimental to animal or vegetable life in the opinion of the Engineer. Notwithstanding this definition the constituent limitations of waste water discharges shall always be subject to the requirements of the provincial authorities having jurisdiction.

"Properly shredded garbage" shall mean the waste from the preparation, cooking, and dispensing of foods that have been shredded to such a degree that all particles will be carried freely under the flow conditions normally prevailing in public sewers, with no particles greater than one-half inch in any dimension.

"Public sewer" shall mean a sewer in which all owners of abutting properties have equal rights and is controlled by public authority.

"Sanitary sewer" shall mean a sewer which carries sewage and to which storm surface and ground waters are not intentionally admitted.

"Sewerage system" shall mean all facilities for collecting, pumping, treating and disposing of sewage.

“Sewage” shall mean water carried wastes from residences, business buildings, institutions and industrial establishments; excluding storm water.

“Sewer” shall mean a pipe or conduit including manholes and other appurtenances, for carrying sewage.

“Sewer connection” shall mean that portion of the Building Sewer within a highway.

“Sewage treatment plant” shall mean any arrangement of devices and structures used for or intended to be used for treating sewage.

“Storm sewer or storm drain” shall mean a sewer which carries storm and surface waters and drainage, but excludes sewage and polluted industrial wastes.

“Combined sewer” shall mean a sewer which carries both sanitary and storm sewage.

“Storm water” shall mean surface and subsurface ground water, roof drainage, and all storm waters. In certain circumstances it may include cooling and waste waters in which the waste constituent is not of an organic nature.

“Suspended solids” shall mean solids that either float on the surface of, or are in suspension in water, sewage, or other liquids, and which are removable by laboratory filtering.

“Watercourse” shall mean a channel in which a flow of water occurs either continuously or intermittently.

“Unpolluted” shall mean having constituents less than the specified limits of polluted waters.

3. Administration

- 3.1 This bylaw shall be administered by the Engineer, who shall have the authority to enforce compliance with all provisions herein, issue orders, impose penalties for violations, and oversee any necessary inspections.

4. Use of Public Sewers Required

- 4.1 No person shall place, deposit, cause or permit to be deposited any human or animal excrement, garbage or other objectionable waste in any manner that is unsanitary in the opinion of the Health officer upon public or private property within the City.
- 4.2 Except as permitted by this bylaw or the regulations of the provincial authority having jurisdiction, no person shall construct or maintain a privy, septic tank, cesspool, or other facility intended or used for the disposal of sewage.
- 4.3 The owner of every house, building or property used for human occupancy, employment, recreation, or other purpose, situated within the City and abutting on any street, alley, or right-of-way which there is now or hereafter located, a public sewer of the City is hereby required to install at his expense suitable toilet facilities therein and to connect such facilities directly with the proper public sewer in accordance with the provisions of this

bylaw within three (3) months of notice by registered mail to do so, provided said public sewer is within 100 feet of the nearest property line.

- 4.4 In the event that an owner or occupier who has been required to connect a building to a public sewer pursuant to Section 4.3 fails or neglects to connect the said building with the public sewer within three (3) months of the receipt of the said notice, the City may, by its workmen and others, have such work done at the expense of the owner. The City shall recover the expense of such work as provided in the "Municipal Act".
- 4.5 Notwithstanding the foregoing, failure on the part of an owner or occupier to connect a building with the public sewer within three (3) months of the receipt of the said notice shall constitute a violation of this bylaw.

5. Use of Storm Sewers Required

- 5.1 The owner of every house, building or property used for human occupancy employment, recreation, or other purpose, situated within the City and abutting on any street, alley or right-of-way in which there is now or hereafter located a storm sewer of the City is hereby required to connect such facilities directly with the public storm sewer in accordance with the provisions of this bylaw within three (3) months of the notice by registered mail to do so, provided said storm sewer is within 100 feet of the nearest property line.
- 5.2 In the event that an owner who has been required to connect to a public storm sewer pursuant to Section 5.1 fails or neglects to connect the said building with the public storm sewer within three (3) months of the receipt of the said notice, the City may, by its workmen and others, have such work done at the expense of the owner. The City shall recover the expense of such work as provided in the "Municipal Act".
- 5.3 Notwithstanding the foregoing, failure on the part of an owner to connect a building with the public storm sewer within three (3) months of the receipt of the said notice shall constitute a violation of this bylaw.

6. Private Sewage Disposal

- 6.1 Where a public sewer is not available under Section 4.3, the building sewer shall be connected to a private sewage disposal system complying with the provisions of this bylaw and the regulations of the provincial authority having jurisdiction.
- 6.2 At such time as a public sewer becomes available to a property served by a private sewage disposal system, the provisions of Section 4.3 shall then apply to the property and a direct connection shall be made to the public sewer in compliance with this bylaw and any septic tanks, cesspools, and similar private sewage disposal facilities shall be abandoned and filled with suitable material as hereinafter provided.
- 6.3 The owner shall operate and maintain the private sewage disposal facilities in a sanitary manner at all times, at no expense to the City.

7. Building Sewers and Connections

- 7.1 No sewer connection shall be constructed on any road allowance, easement, or other public land except by the City or under a contract or agreement with the City.
- 7.2 No unauthorized person shall uncover, make any connections with, or opening into, use, alter, or disturb any public sewer or appurtenance thereof without first obtaining written permission from the Engineer.
- 7.3 The Council, under the Bylaw entitled "Fees and Charges Bylaw" will establish and impose upon the owners of real property a connection charge to defray the cost of laying connecting pipes from the public sanitary sewers to land on which buildings or structures are situate or will be situate and from the public storm sewers to land required to be drained. An owner or his duly authorized agent shall apply for a sewer or storm sewer connection and at the time of application shall pay to the City a connection charge in accordance with the then current bylaw of Council determining such charge. A connection charge shall provide only for a sewer connection extending from the public storm sewer to the applicant's property line. All costs and expenses incidental to the installation and connection of the building sewer within the property of the applicant shall be borne by the owner.
- 7.4 In the event that a person fails to pay the connection charge or in the event that the City connects a building to a public sewer under the provisions of Section 4.3, the sewer connection charge as determined under Section 7.3 shall be collected from the owner as provided in the "Municipal Act".
- 7.5 The Engineer may refuse to approve any connection and direct the same not be made where, in his opinion, the public sewer is incapable of handling the additional load which would be cause thereby with the resultant danger of the sewer overflowing and flooding the applicant's or other property or, the sewage proposed to be discharged into the public sewer will be any way injurious thereto and impair the efficiency thereof or, such sewage does not comply with the limitations and provisions contained in this bylaw or, the length of the connection is excessive.
- 7.6 Upon receipt of the application to connect to the public sewer and of the fees required under Section 7.3 and upon approval of the application the City shall cause to be laid (unless already laid) a sewer connection extending from the public sewer to the applicant's property line.
- 7.7 Existing sewer connections may be used with regard to new buildings only when they are found, on examination and test by the City, to be completely satisfactory.
- 7.8 After a building has been connected to the public sewer all sewage from that building shall be discharged through the building sewer, and no person shall cause or permit such sewage to be drained, discharged, or disposed of in any other manner.

8. Use of Public Sewers

- 8.1 No person shall discharge or cause to be discharged any storm water, surface water, ground water, roof runoff, foundation drains, sumps, or other collectors of surface or

ground water, uncontaminated cooling water, or unpolluted industrial process waters to any sanitary sewer.

- 8.2 Storm water and all other unpolluted drainage shall be discharged to such sewers as are specifically designated to accept storm waters, or to a natural outlet approved by the Engineer. Industrial cooling water or other unpolluted process waters may be discharged, on approval of the Engineer, to a storm sewer or natural outlet which in the opinion of the Engineer has sufficient capacity to receive such discharge.
- 8.3 Private conveyance systems designed to discharge industrial cooling waters, basement ground water, roof runoff or other unpolluted waters, shall be constructed or located in such a manner that will prohibit, in the opinion of the Engineer, the intentional or unintentional use of the sanitary sewer as a means of disposal.
- 8.4 No person shall discharge or cause to be discharged any of the following described waters or wastes to any public sewers:
- a. Any gasoline, benzene, naptha, fuel oil, or other flammable or explosive liquid, solid, or gas.
 - b. Any waters or wastes containing toxic or poisonous solids, liquids, or gases in sufficient quantity, either singly or by interaction with other wastes, to injure or interfere with any sewage treatment process, constitute a hazard to humans or animals, create a public nuisance, or create any hazard in the receiving waters of the sewage treatment plant, including but not limited to cyanides in excess of two (2) mg/1 as CN in the wastes as discharged to the public sewer.
 - c. Any waters or wastes having a pH lower than (5.5) or having any other corrosive property capable of causing damage or hazard to structures, equipment, and personnel of the sewage works.
 - d. Solid or viscous substance in quantities or of such size capable of causing obstruction to the flow in sewers, or other interference with the proper operation of the sewage works such as, but not limited to, ashes, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, unground garbage, whole blood, paunch manure, hair and fleshings, entrails, shells, and paper dishes, cups, milk containers, etc., either whole or ground by garbage grinders.
 - e. Any sludge from or deposit in a septic tank. When any building has been previously served by a septic tank(s), the owner shall forthwith discontinue their use and shall remove the sludge and deposits, and either dismantle or remove the tank (s) or backfill such tanks with sand or gravel within three (3) months after the date of the sewer connection.
- 8.5 No person shall discharge or cause to be discharged the following described substances, materials, waters, or wastes if it appears likely, in the opinion of the Engineer, that such wastes can harm either the sewers, sewage treatment process, or equipment, have an adverse effect on the receiving stream, or can otherwise endanger life, limb, public property or constitute a nuisance. In forming his opinion as to the acceptability of these wastes, the Engineer will consider such factors as the quantities of subject wastes in relation to flows and velocities in the sewers, materials of construction

of the sewers, nature of the sewage treatment process, capacity of the sewage treatment plant, degree of treatability of wastes in the sewage treatment plant, and other pertinent factors. Substances prohibited are:

- a. Any liquid or vapour having a temperature higher than one hundred fifty (150) degrees Fahrenheit (sixty-five (65) degrees Centigrade).
- b. Any water or waste containing fats, wax, grease, or oils, whether emulsified or not, in excess of one hundred (100) milligrams per liter or containing substances which may solidify or become viscous at temperatures between thirty-two (32) and one hundred fifty (150) degrees Fahrenheit (0 and sixty-five (65) degrees Centigrade).
- c. Any garbage that has not been properly shredded. The installation and operation of any garbage grinder equipped with a motor of three-fourths (3/4) horsepower (0.76 hp metric) or greater shall be subject to the review and approval of the Engineer.
- d. Any waters or wastes containing strong acid iron pickling wastes, or concentrated plating solutions whether neutralized or not.
- e. Any waters or wastes containing iron, chromium, copper, zinc, and similar objectionable or toxic substances; or wastes exerting an excessive chlorine requirement, to such degree that any such material received in the composite sewage at the sewage treatment works exceeds the limits established by the Engineer for such materials.
- f. Any waters or wastes containing phenols or other taste – or odour-producing substances, in such concentrations exceeding limits which may be established by the Engineer as necessary, after treatment of the composite sewage, to meet the requirements of the provincial authorities having jurisdiction for such discharge to the receiving waters.
- g. Any radioactive wastes or isotopes of such half-life or concentration as may exceed limits established by the Engineer in compliance with applicable provincial or federal authorities having jurisdiction.
- h. Any waters or wastes having a pH in excess of (9.5).
- i. Materials which exert or cause:
 - j. Unusual concentrations of inert suspended solids (such as, but not limited to, Fullers earth, lime slurries, and lime residues), or of dissolved solids (such as, but not limited to, sodium chloride and sodium sulphate).
 - k. Excessive discolouration (such as, but not limited to, dye wastes and vegetable tanning solutions).
 - l. BOD₅ in excess of 300 parts per million when tested according to Section 8.10, or chemical oxygen demand in excess of 400 parts per million, or chlorine requirements in such quantities as to constitute a significant load on the sewage treatment works.

- m. Any waters, sewage or wastes containing more than 500 parts per million by weight of suspended solids except properly ground garbage permitted under subsection (c).
 - n. Unusual concentration of wastes.
 - o. Waters or wastes containing substances which, by themselves or in combination with others, are not amenable to treatment or reduction by the sewage treatment process employed, or are amenable to treatment only to such degree that the sewage treatment plant effluent cannot meet the requirements of the provincial authorities having jurisdiction over discharge to the receiving waters.
 - p. Unusual volumes of sewage as determined by the Engineer.
- 8.6 If any waters or wastes are discharged, or are proposed to be discharged to the public sewers, which waters contain the substances or possess the characteristics enumerated in Section 8.5 and which, in the judgment of the Engineer may have a deleterious effect on the sewage works, processes, or receiving waters, or which otherwise create a hazard to life or constitute a public nuisance, the Engineer may:
- a. Reject the wastes;
 - b. Require pre-treatment to an acceptable condition for discharge to the public sewers;
 - c. Require control over the quantities and rates of discharge; and/or
 - d. Require payment to cover the added cost of handling and treating the wastes not covered by existing taxes or sewer charges.
- 8.7 If the Engineer permits the pre-treatment or equalization of waste flows, the design, installation, and operation of the plants and equipment shall be subject to the review and approval of the Engineer and subject to the requirements of all applicable codes, ordinances, and laws.
- 8.8 Grease, oil, sand interceptors or settling chambers shall be provided when, in the opinion of the Engineer, they are necessary for the proper handling of liquid wastes containing grease in excessive amounts, or any flammable wastes, sand, excessive solids or other harmful ingredients; except that such interceptors or settling chambers shall not be required for private living quarters or dwelling units. All interceptors and chambers shall be of a type and capacity approved by the Engineer, shall be located such as to be readily and easily accessible for cleaning and inspection, and shall be maintained by the owner at his expense.
- 8.9 Where preliminary treatment or flow-equalizing facilities are provided for any waters or wastes, they shall be maintained continuously in satisfactory and effective operation by the owner at his expense.
- 8.10 When required by the Engineer the owner of any property served by a building sewer which connects an industrial building, apartment building of more than 12 suites,

shopping center, or any other establishments which may discharge wastes of unusual quantity or quality, shall install a suitable control manhole together with such necessary meters and other appurtenances in the building sewer to facilitate observation, sampling, and measurement of the wastes. Such manhole, when required, shall be accessibly and safely located, and shall be constructed in accordance with plans approved by the Engineer. The manhole, metering and other appurtenances, shall be installed by the owner at his expense, and shall be maintained by him so as to be safe and accessible at all times.

- 8.11 All measurements, tests, and analyses of the characteristics of waters and wastes to which reference is made in the bylaw shall be determined in accordance with the latest edition of "Standard Methods for the Examination of Water and Wastewater", published at the control manhole provided, or upon suitable samples taken at said control manhole. In the event that no special manhole has been required, the control manhole shall be considered to be the nearest downstream manhole in the public sewer to the point at which the building sewer is connected. Sampling shall be carried out by customarily accepted methods to reflect the effect of constituents upon the sewage works and to determine the existence of hazards to life, limb, and property.

- 8.12 No statement contained in this section shall be construed as preventing any special agreement or arrangement between the City and any industrial concern whereby an industrial waste of unusual strength or character may be accepted by the City for treatment, subject to payment therefore, by the industrial concern.

9. Fish Processing Facilities

- 9.1 Fish processing facilities, as a specific class of user of the Sewerage System, shall be subject to the regulations specified in this Section.
- 9.2 Liquid Industrial Wastes discharged from fish processing facilities into the City's Sewerage System will be subject to user charges set out in the City's Fees and Charges Bylaw. These charges are in addition to the usual charges associated with any connection to and use of the City's Sewerage System:
- 9.3 The maximum permitted Liquid Industrial Wastes volume that any fish processing facility may discharge to the City's Sewerage System is 2290 m³ per day, or as otherwise approved by the City Engineer based on the hydraulic and treatment capacity of the Sewerage System.
- 9.4 The charges shall be calculated in accordance with the following formula:
- User Charge =*
- i. *Quantity* of Liquid Industrial Wastes multiplied by (x)
 - ii. *Concentration* of the Quality Indicator in the Liquid Industrial Wastes multiplied by (x)
 - iii. each of the applicable *Charges* for the Concentration of the Quality Indicator(s) in the Liquid Industrial Wastes as specified in the Fees and Charges Bylaw.
- 9.5 The *Quantity* shall be equal to the daily water consumption as measured by a water meter approved by the City Engineer and installed at a location approved by the City Engineer.

- 9.6 The *Concentration* of the Quality Indicator will be determined through lab analysis of samples of Liquid Industrial Wastes from the fish processing plant. Each owner or occupier of a fish processing facility shall supply a sample of effluent each day to a certified testing lab approved by the City Engineer. The sample shall be taken at a discharge location approved by the City Engineer.
- 9.7 The City reserves the right to take its own samples of Liquid Industrial Wastes and if a discrepancy in the testing lab results occurs, the *Concentrations* of the City's samples shall be used to calculate the user fees.
- 9.8 All tests, measurements, analysis and examination of Liquid Industrial Wastes shall be carried out at the cost of the owner or occupier of the fish processing plant where the discharge occurs.
- 9.9 Billing shall be bi-monthly or at such time as may be deemed necessary by the City Engineer. Should the charges and fees remain unpaid after the 31st day of December in the year incurred, they shall be entered upon the tax roll as taxes in arrears against the property so served.
- 9.10 Where the charges and fees imposed by this section are unpaid for ninety (90) days past the date of billing, the City Engineer may cause the premise's connection to the City's Sewer System to be discontinued, provided however that sewer service shall not be discontinued until notice in writing has been given to the owners or persons responsible for payment, giving forty-eight (48) hours' notice of such discontinuance.

10. Rates and Customer Service Charges

- 10.1 Every Owner of Premises connected to the City sewerage system shall pay in addition to all other rates and charges for the use of the sewerage system the amounts specified in the City's Fees and Charges Bylaw. The rates enumerated in the City's Fees and Charges Bylaw are hereby imposed and levied by the City, and all such rates shall be due and payable on the date specified in the City's Fees and Charges Bylaw and shall form a charge on the lands and improvements to or upon which the connection to the sewerage system is made.
- 10.2 The Rates for the City sewerage system as specified shall be applied commencing:
- a. in the case of new construction, on the date that the City issues the Meter to a private installer or the date that City staff install the Meter, and
 - b. in the case of previously metered Premises, from the date of the application for turn on or, where service has been discontinued, from the date as determined by the Director of Finance.
- 10.3 Where more than one Meter serves any Owner's Premises, sewer volumes will be billed on the aggregate consumption from all meters with the respective applicable rates and charges prescribed in the City's Fees and Charges Bylaw.

- 10.4 When a Meter reading is postponed until the next billing period, the rate to be charged shall:
- a. for the billing period for which no reading is taken, be calculated on the average Water Consumption in the previous two (2) billing periods.
 - b. for the billing period following that in which no reading was taken be calculated on the total actual Water Consumption in the two (2) billing periods, as read on the Meter, minus the estimated Water Consumption utilized in (a) above.
 - c. if a Water Consumption estimate is not possible using the methods prescribed in (a) and (b) above, then the Director of Finance shall estimate the Water Consumption for the billing period in a similar manner as described in Section 10.6 of this Bylaw.
- 10.5 Where the Engineer determines that a Meter fails to register or to properly indicate the quantity of water used or consumed, or where breakage of a Meter occurs on private property, the Director of Finance shall estimate the Water Consumption and shall render an account to the Owner.
- 10.6 Where any account is rendered pursuant to Subsection 10.4(c), the Director of Finance, in estimating the account, shall consider previous billing periods when such Meter was registering correctly, seasonal variations, changes in occupancy, and any other factors which, in the opinion of the Director of Finance, may affect the Water Consumption.
- 10.7 No complaint of an error in any account for sewer rates or charges shall be considered and no adjustment of any such error shall be made after a period of one (1) year has elapsed since the end of the period for which such rates or charges were made. After termination of this period all such rates and charges shall be deemed to have been properly and correctly made.
- 10.8 A penalty equal to 5% of the unpaid balance of the "Amount Due" noted on the period Utility Billing invoice (less any subsequent payments), shall be charged to the customer account thirty-one (31) days following the "Payment Due Date" noted on the period Utility Billing invoice.
- 10.9 If the rates and charges imposed during any one calendar year remain unpaid after the thirty-first day of December in that year, they shall be entered upon the tax roll as taxes in arrears against the property so served.
- 10.10 Non-receipt of an invoice or account will not be recognized as a valid excuse for failure to pay the rates when due.

11. Protection from Damage

- 11.1 No unauthorized person shall maliciously, wilfully, or negligently break, damage, destroy, uncover, deface or tamper with any structure, appurtenance, or equipment which is part of the sewage works, or drainage system. Violators of this section shall be subject to penalties as set out in Section 13.

12. Power and Authority of Inspectors

- 12.1 The Engineer and/or other duly authorized employees of the City bearing proper credentials and identification, shall be permitted to enter at reasonable times upon all properties or into any building, structure, plant, or place of business for the purpose of inspection, observation, measurement, sampling, and testing in accordance with the provisions of the bylaw. If such inspection discloses a failure, omission or neglect to clean out sumps, or discloses any defect in the location, construction, design, or maintenance of any of the sewerage system or any connection therefrom to the public sewer, or discloses the connection of roof drains, surface water drains, or drains of unpolluted waste waters to the public sewer, the person making such inspection shall in writing notify the said owner, proprietor or occupier to rectify the cause of complaint. Such notice shall specify a time limit to rectify the cause of complaint.
- 12.2 While performing the necessary work on private properties referred to in Section 12.1 of this Article, the Engineer or duly authorized employees of the City shall observe all safety rules applicable to the premises established by the owner and the owner shall be held harmless for injury or death to the City employees and the City shall indemnify the owner against loss or damage to its property by City employees, and against liability, claims and demands for personal injury or property damage asserted against the owner and arising from the inspection or gauging and sampling operation, except as such may be caused by negligence or failure on the part of the owner to maintain safe conditions as required in Section 8.9.

13. Enforcement and Penalties

- 13.1 Any person contravening or committing any breach of or committing any offence against any of the provision of this bylaw or who suffers or permits any act or thing to be done in contravention or in violation of any of the provisions of this bylaw or who refuses, omits or neglects to fulfil, observe, carry out or perform any duty, obligation, matter or thing whatsoever by this bylaw prescribed or imposed or required to be done is liable, on summary conviction, to a fine not exceeding five hundred dollars (\$500.00) or to a term of imprisonment not exceeding six (6) months, or both; and each day during which any violation, contravention or breach shall continue shall be deemed a separate offence.
- 13.2 Any person violating any of the provisions of this bylaw shall become liable to the City for any expense, loss or damage occasioned the City by reason of such violation.

14. Severability

- 14.1 If any provision of this bylaw is held to be invalid or unenforceable by a court of law, such invalidity shall not affect the validity and enforceability of the remaining provisions of this bylaw.

15. Repeal

15.1 Bylaw 3224 and all amendments thereto are hereby repealed.

READ A FIRST TIME this 23rd day of June, 2025.

READ A SECOND TIME this 23rd day of June, 2025.

READ A THIRD TIME this 23rd day of June, 2025.

FINALLY ADOPTED this day of , 2025.

Mayor

Corporate Officer

CITY OF PORT ALBERNI

BYLAW NO. 5120-1

**A BYLAW TO AMEND SOLID WASTE COLLECTION AND DISPOSAL
BYLAW NO. 5120, 2025**

The Council of the City of Port Alberni in open meeting assembled enacts as follows:

1. Title

This Bylaw may be known and cited for all purposes as “**Solid Waste Collection and Disposal Amendment Bylaw No. 5120-1, 2025**”.

2. Amendments

"Solid Waste Collection and Disposal Bylaw No. 5120, 2025" is hereby amended as follows:

- a) Schedule "A" attached to "Solid Waste Collection and Disposal Bylaw No. 5120, 2025" which contains the fees schedule, is hereby deleted in its entirety.
- b) All fees and charges, that were previously contained within Schedule “A” shall now be established and maintained in a separate bylaw titled "Fees & Charges Bylaw", which may be amended from time to time.

3. Severability

If any section, subsection, or clause of this Bylaw is declared invalid by a court of competent jurisdiction, such declaration shall not affect the validity of the remaining sections, subsections, or clauses of this Bylaw.

READ A FIRST TIME this 23rd day of June, 2025.

READ A SECOND TIME this 23rd day of June, 2025.

READ A THIRD TIME this 23rd day of June, 2025.

FINALLY ADOPTED this day of , 2025.

Mayor

Corporate Officer

CITY OF PORT ALBERNI

BYLAW NO. 5086-2

A BYLAW TO AMEND RESERVE FUND ESTABLISHMENT BYLAW NO. 5086, 2023

WHEREAS Section 188 (2) of the *Community Charter*, S.B.C. 2003, c. 26, as amended, authorizes a local government to establish by bylaw reserve funds for a specified purpose and direct that money be placed to the credit of the reserve fund; and

WHEREAS Section 189 (1) of the *Community Charter* authorizes the local government to provide for the expenditure of money in a reserve fund and interest earned on it for the purposes specified in the bylaw establishing the reserve fund;

WHEREAS section 137 of the *Community Charter* provides that the power to adopt a bylaw includes the power to amend or repeal it;

The Municipal Council of the City of Port Alberni in Open Meeting Assembled Enacts as follows:

1. Title

- 1.1 This Bylaw may be known and cited for all purposes as "**Reserve Fund Establishment Bylaw No. 5086-2, 2025**".

2. Amendments

- 2.1 Schedule "A" attached to "Reserve Fund Establishment Bylaw No. 5086, 2023" is hereby repealed and substituted therefore by the following Schedule "A" attached hereto and forming part of this bylaw for the purpose of the following:
- a) add "*Asset Management – Leased Property Reserve*" to Schedule "A".
 - b) add "*Local Transit Fund Reserve*" to Schedule "A".
 - c) add heritage fees collected for historic infrastructure projects into the "*McLean Mill Project Reserve*" description to Schedule "A".

READ A FIRST TIME this 23rd day of June, 2025.

READ A SECOND TIME this day 23rd of June, 2025.

READ A THIRD TIME this day 23rd of June, 2025.

FINALLY ADOPTED this day of , 2025.

Mayor

Corporate Officer

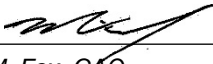
SCHEDULE “A” to Bylaw 5086

Reserve Fund	Purpose
	Statutory Reserves
Park Acquisition Reserve	Funded by the sale of park land or receipt of monies from amounts paid in lieu of provision of park land on subdivision with the intent to acquire park land.
Land Sale Reserve Fund	Funded by revenue generated from the sale of City owned lands. To provide funding for the assembly and marketing of land and related development costs; to purchase lands required for the City's use and, for servicing or upgrading of City owned parcels and facilities.
	Non - Statutory Reserves
Capital Works Reserve	Funded by Taxation. Funding for General Capital projects from taxation are set aside in this reserve. The reserved funds will be used for new capital and the extension or renewal of existing capital infrastructure.
Canada Community - Building Fund Reserve	Funded by reoccurring senior government grants. The reserved funds will be used on projects eligible for the Canada Community - Building Fund Agreement. Projects are limited to the scope set out in the agreement with the Union of British Columbia Municipalities and the Federal Government. Canada Community - Building funds are to be deposited and tracked within the Reserve, inclusive of any interest earned.
Equipment Replacement Reserve Fund	Funded by Taxation and proceeds from the sale of old equipment. Annual contributions are made to offset the cost to replace equipment identified within the equipment replacement renewal program. The intent is to set sufficient funding aside to provide for depreciation and obsolescence of machinery and equipment after useful life.
Parks & Recreation Capital Reserve	Funded by 10% of Parks and Recreation revenues and by 100% of revenues collected from the sale of logs from parks. Expenditures from this reserve are limited to the City's Parks & Recreation properties and facilities.
Alberni Valley Community Forest Reserve	Funded by dividends received from Alberni Valley Community Forest Corporation. The Reserve was established for the purpose of holding dividends received. Use of funds will be at the discretion of Council, following consultation with the AVCF board. Annually, \$10,000 to be distributed to support a special community project(s)

	identified by the Alberni Valley Community Forest Corporation Board.
Carbon Fund Reserve	Funded by taxation and carbon grant revenues provided by senior government. Used to fund eligible projects that are in scope of grant agreements and intended to reduce the City's greenhouse gas emissions.
Loss on Taxation Reserve	Funded by taxation or allocation of surplus. Funds are used to mitigate the risk of significant taxable assessment in the event of loss of major industry tax revenues or assessment appeals of material value. Further funds could be utilized to support purchase of property where a strategic need to act has been identified.
RCMP Surplus Reserve	Funded by RCMP annual contract surplus. Purpose to use as contingency in the event of any major crime investigations. To fund public safety programs and any retroactive RCMP costs that are approved within the Financial Plan.
Sewer Infrastructure Capital Reserve	Funded by Sewer fees and charges. Purpose to fund capital projects proposed through the annual financial plan process in conjunction with the City's Asset Management Plans that provide constructing, altering, repairing new and aging sewer equipment and infrastructure including linear assets, and buildings.
Water Infrastructure Capital Reserve	Funded by Water fees and charges. Purpose to fund capital projects proposed through the annual financial plan process in conjunction with the City's Asset Management Plans that provide constructing, altering, repairing new and aging water equipment and infrastructure including linear assets, and buildings.
Aquatic Centre Replacement Reserve	Funded by taxation or surplus allocation. Purpose is to fund replacement of the aquatic centre facilities, pool facilities and future costs of repairing, altering, and expanding the future aquatic centre over time.
Asset Management – General Infrastructure Replacement Reserve	Funded by taxation or surplus allocation. To fund capital projects proposed through the annual financial plan process in conjunction with the City's Asset Management Plans that repair, alter, upgrade or replace aging infrastructure in the City including Technological infrastructure (Not including water and sewer service infrastructure).
Strategic Priorities Reserve	Funded by taxation or surplus allocation. Purpose to support strategic priorities and initiatives, including

	operating initiatives, social issues and/or Council contingency funding.
McLean Mill Projects Reserve	Funded by taxation, surplus allocation, grant funding, Heritage fees collected (for historic infrastructure only). Purpose to fund McLean Mill historic and non-historic infrastructure projects at the McLean Mill National Historic Site.
Museum Reserve	Purpose to fund Museum projects from monies contributed by community donations.
Asset Management - Leased Property Reserve	Funded with 50% of lease revenues collected. Purpose to fund capital expenditure renewals of leased property that contribute to the reserve.
Local Transit Reserve Fund	Funded by BC Transit operational surplus. Purpose to fund improvement of transit services in the community that are a benefit to the transit experience. Funds can also be used to leverage grants for improvements in the transit system.

Date: July 9, 2025
File No: 0640-30-July 14, 2025
To: Mayor & Council
From: M. Fox, CAO
Subject: Fees & Charges Amendments

Prepared by: S. DARLING DIRECTOR OF CORPORATE SERVICES	Supervisor: M. FOX CHIEF ADMINISTRATIVE OFFICER	CAO Concurrence:  M. Fox, CAO
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RECOMMENDATION[S]

1. That Council direct staff to amend "Fees & Charges Bylaw No. 5125, 2025" to include a clause stating that applicable fees and charges are either those set out in the Fees and Charges Bylaw or as set out in the terms and conditions of contracts with third parties.
2. That Council direct staff to investigate the inclusion of commercial/for-profit rental rates for City recreational properties in the Fees & Charges Bylaw.

PURPOSE

The purpose of this report is to seek Council approval for amendments to the Fees and Charges Bylaw concerning third-party agreements and rental rates for Parks, Recreation, and Culture facilities.

BACKGROUND

Through ongoing administration and public inquiries, staff have identified specific areas within the existing "Fees & Charges Bylaw No. 5125, 2025", that require consideration for amendments:

Third-Party Agreements: There is a necessity to establish clarity on the applicability of fees and charges, allowing for options set forth in the Bylaw or as per individual contracts with third parties. This expansion will facilitate the City's ability to engage in diverse agreements, where required and appropriate.

Rental Rates for Commercial Use: Currently, the Bylaw lacks provisions for commercial or for-profit rental rates for City-owned recreational properties, such as sports fields and arenas. This gap prevents the City from adequately addressing the needs of businesses that utilize these spaces for activities such as for-profit events or private instruction.

ALTERNATIVES/OPTIONS

1. That Council direct staff to amend “*Fees & Charges Bylaw No. 5125, 2025*” to include a clause stating that applicable fees and charges are either those set out in the Fees and Charges Bylaw or as set out in the terms and conditions of contracts with third parties.
That Council direct staff to investigate the inclusion of commercial/for-profit rental rates for City recreational properties in the Fees & Charges Bylaw.
2. That Council take no action at this time.

ANALYSIS

The proposed amendments will permit the City to enter into contracts with third parties where deemed appropriate, while ensuring compliance with legislative authority.

Section 12(2) of the *Community Charter* provides municipalities the discretion to enter into contracts under terms it deems appropriate. This capability allows for negotiation of unique agreements; however, the establishment of service fee structures must adhere to legislative parameters, namely through bylaws, not through contracts. The proposed language thus aligns with the legal requirement to set fees.

Commercial Rental Rates: By exploring provisions for commercial rental rates, the City will enhance clarity and fairness for businesses utilizing public recreational spaces. This can establish a more structured fee framework that serves both the City’s interests and the needs of commercial users.

IMPLICATIONS

An amendment to the Fees & Charges Bylaw will be necessary to implement the proposed changes. Implementing commercial rental rates has the potential to generate additional revenue for the City. Establishing clear directives will streamline the administrative process, diminish ambiguities, and improve the handling of external rental requests or special use cases.

COMMUNICATIONS

Any amendments to the Fees and Charges Bylaw will be displayed on the City’s website. Stakeholders affected by changes to rate structures will be informed, and community outreach will be organized to facilitate transparent communication.

BYLAWS/PLANS/POLICIES

[*Fees & Charges Bylaw No. 5125, 2025*](#)

SUMMARY

This report requests Council approval for amendments to the Fees and Charges Bylaw to enhance the City’s operational capacity concerning third-party contracts and ensure appropriate rental structures for commercial use of recreational properties. Adopting these recommendations will promote clarity, fairness, and potentially increased revenue from City resources.

ATTACHMENTS/REFERENCE MATERIALS

[*Fees & Charges Bylaw No. 5125, 2025*](#)

CITY OF PORT ALBERNI

BYLAW NO. 5125-1

A BYLAW TO AMEND FEES AND CHARGES BYLAW NO. 5125, 2025

The Municipal Council of the City of Port Alberni in Open Meeting Assembled Enacts as follows:

1. **Title**

This Bylaw may be known and cited for all purposes as “**Fees and Charges Bylaw No. 5125-1, 2025**”.

2. **Amendments**

“Fees and Charges Bylaw No. 5125, 2025 is hereby amended as follows:

- a) Schedule “K” attached to “Fees and Charges Bylaw 5125, 2025” is hereby repealed and substituted therefore by the following attached hereto and forming part of this bylaw:

Schedule K – Parks, Recreation and Culture Fees & Charges

- b) Schedule “L” attached to “Fees and Charges Bylaw 5125, 2025, is hereby repealed and substituted therefore by the following attached hereto and forming part of this bylaw:

Schedule L – Sewer Connection and Regulation Metered Consumption Rates

- c) Schedule “M” attached to “Fees and Charges Bylaw 5125, 2025, is hereby repealed and substituted therefore by the following attached hereto and forming part of this bylaw:

Schedule M – Solid Waste Collection and Disposal Charges

- d) Schedule “N” attached to “Fees and Charges Bylaw 5125, 2025, is hereby repealed and substituted therefore by the following attached hereto and forming part of this bylaw:

Schedule N – Waterworks Metered Consumption Rates

- e) Schedule “O” attached to “Fees and Charges Bylaw 5125, 2025, is attached hereto and forming part of this bylaw:

Schedule O – Development Services Building Fees & Charges

3. Severability

If any provision of this bylaw is held to be invalid or unenforceable by a court of law, such invalidity shall not affect the validity and enforceability of the remaining provisions of this bylaw.

4. Effective Date

Schedules K, L, M, and N come into force on September 1, 2025.

Schedule O will come into force upon adoption of this bylaw.

READ A FIRST TIME this 23rd day of June, 2025.

READ A SECOND TIME this 23rd day of June, 2025.

READ A THIRD TIME this 23rd day of June, 2025.

FINALLY ADOPTED this day of , 2025.

Mayor

Corporate Officer

SCHEDULE K

PARKS, RECREATION AND CULTURE FEES AND CHARGES

On January 1 of each year, every fee within this bylaw shall increase by the same value as the Consumer Price Index (CPI) of the previous year.

Applicable taxes must be added to all rates within this bylaw.

Facility rentals on statutory holidays shall be subject to rates reflecting the additional cost in staff time to facilitate such rentals.

ADMISSIONS - SWIMMING, SKATING, FITNESS STUDIO

GLENWOOD CENTRE	
Drop-in Admission	
Child/Youth (5-18 years)	\$3.33
Adult (19-59 years)	\$6.19
Senior (60-74 years)	\$3.33
Family (max. 6 persons, min. 1 adult or senior, max. 2 adults)	\$13.33
Shower Only	\$3.33
10 Visits	
Child/Youth	\$30.15
Adult	\$57.15
Senior	\$30.15
Family	\$118.35
1 Month Membership	
Child/Youth	\$35.05
Adult	\$66.00
Senior	\$35.05
Family	\$154.60
3 Month Membership	
Child/Youth	\$89.83
Adult	\$174.25
Senior	\$89.83
Family	\$365.40
Annual Membership	
Child/Youth	\$265.30
Adult	\$447.50
Senior	\$265.30
Family	\$975.65
Get Active, Stay Active Pass	
Youth (unlimited drop-in & 20% off all registered programs, Jan. - Dec.)	\$196.70

FACILITY RENTALS

RENTALS - ALBERNI VALLEY MULTIPLEX	
Ice (per hour)	
Youth Non-Prime & Hockey Academy	\$72.28
Youth Prime	\$103.16
Adult Non-Prime	\$149.99
Adult Prime	\$224.43
Dry Floor (per hour)	
Youth	\$54.11
Adult	\$76.69
Ice Events (full day) + staff	
Primary Sheet - surface only	\$3,391.10
Primary Sheet - surface & arena seating	\$4,017.00
Primary Sheet - surface only (non-profit)	\$1,695.55
Secondary Sheet - surface & bleacher seating	\$3,350.00
Upper Lounge	\$500.00
Dry Floor Events (full day) + staff	
Primary Sheet - surface only	\$1,391.10
Primary Sheet - surface & arena seating	\$2,017.00
Primary Sheet - surface only (non-profit)	\$900.00
Secondary Sheet - surface & bleacher seating	\$1,317.00
Upper Lounge	\$500.00
Homasote Flooring (covering ice for dry floor events)	Staff time + 10%
Skates (per pair)	
Rental	\$3.33
Sharpening	\$5.72

RENTALS - ECHO AQUATIC CENTRE	
Youth Groups and Swim Meets (per hour) + staff	
Per Lane	\$21.75
Shallow Tank	\$122.39
Main Pool (6 lanes x 25 m)	\$123.70
Full Facility - hourly up to 4 hours	\$170.10
Full Facility - full day, incl. 2 Aquatic staff	\$769.70
Adult Groups (per hour) + staff	
Per Lane	\$26.80
Full Facility - hourly up to 4 hours	\$211.92
Full Facility - full day, incl. 2 Aquatic staff	\$957.88

RENTALS - ECHO '67 COMMUNITY CENTRE	
Room Rental (per hour)	
Dogwood Room - public and local non-profit org. fundraisers	\$34.23
Dogwood Room - religious, political and non-local org.	\$47.88
Hemlock Room - public and local non-profit org. fundraisers	\$24.78
Hemlock Room - religious, political and non-local org.	\$36.93
Fir Room - public and local non-profit org. fundraisers	\$24.78
Fir Room - religious, political and non-local org.	\$36.93
Cedar Room (Front w/stage) - public and local non-profit org. fundraisers	\$39.40
Cedar Room (Front w/stage) - religious, political and non-local org.	\$66.30
Cedar Room (Centre) - public and local non-profit org. fundraisers	\$43.30
Cedar Room (Centre) - religious, political and non-local org.	\$67.60
Cedar Room (Back/East) - public and local non-profit org. fundraisers	\$43.30
Cedar Room (Back/East) - religious, political and non-local org.	\$67.60
Cedar Room (Full) - public and local non-profit org. fundraisers	\$74.96
Cedar Room (Full) - religious, political and non-local org.	\$104.00
Small Kitchen - public and local non-profit org. fundraisers	\$27.25
Small Kitchen - religious, political and non-local org.	\$100.00
Large Kitchen - public and local non-profit org. fundraisers	\$50.00
Large Kitchen - religious, political and non-local org.	\$100.00
Craft Room - public and local non-profit org. fundraisers	\$30.00
Craft Room - religious, political and non-local org.	\$35.25
Full Facility - public and local non-profit org. fundraisers (full day)	\$650.00
Full Facility - religious, political and non-local org. (full day)	\$909.95

RENTALS - ECHO PARK FIELDHOUSE	
Room Rental	
Fieldhouse (per hour)	\$44.88
Fieldhouse (full day – adult)	\$198.00
Fieldhouse (full day – youth)	\$100.00
Concession (full day)	\$250.00
Concession (full day when rented and operated by a youth sport society)	\$100.00
Showers (full day)	\$32.50
Officials' Room (full day)	\$50.00

RENTALS - GLENWOOD CENTRE	
Rental (per hour)	
Youth Floor Rental + staff	\$47.05
Adult Floor Rental + staff	\$80.00
Floor Rental with Inflatable + staff	\$150.00
Tennis Court (per court)	\$15.00
Youth Batting Cage	\$35.70
Adult Batting Cage	\$57.75
Skating - Floor Rental (2 hours, incl. skate shop attendant)	\$293.60
Full Facility (full day) - public and local non-profit org. fundraisers	\$570.70
Full Facility (full day) - religious, political and non-local org.	\$2,143.20
Skate Rentals (pair)	\$3.33

RENTALS - GYRO YOUTH CENTRE	
Room Rental (per hour)	
Activity Room	\$42.20
Full Upstairs (incl. Activity Room, Kitchen and Media Room)	\$99.25
Birch Room	\$36.25

RENTALS - RECREATION PARK STADIUM	
Rental (per day)	
Local recreation groups	\$300.00
Religious, political and non-local org.	\$600.00
Concession (full day)	\$250.00
Concession (full day when rented and operated by a youth sport society)	\$100.00

RENTALS - BOB DAILEY STADIUM	
Local Recreation Group (per hour)	\$60.00
Local Recreation Group (per 1/2 day)	\$179.00
Local Recreation Group (full day)	\$300.00
Religious, political and non-local org. (full day)	\$597.00
Lighting - youth (per hour)	\$92.00
Lighting - adult (per hour)	\$92.00

RENTALS - SPORTS FIELDS	
Per Field, Diamond, or Pitch	
Youth - Practice/Game (per hour)	\$0.00
Youth - Tournament (per day)	\$0.00
Adult - Practice/Game (per hour)	\$18.75
Adult - Tournament (per day)	\$80.00

RENTALS – HARBOUR QUAY	
Spirit Square	
Half Day (Up to 6 Hours)	\$100.00
Full Day (6-12 Hours)	\$150.00

OTHER PARKS, RECREATION AND CULTURE FEES

Fifty percent (50%) of all fees collected from the rental of these items shall be allocated to Parks, Recreation and Culture reserves.

Item (Daily Cost + GST)	Per Piece (in-kind CIP Value)	Per Piece (Rental Cost)
Administrative Support		
Selling tickets for external events	10% of gross ticket sales	
Electronics		
Amplifier	\$10.00	\$100.00
Digital projector	\$10.00	\$50.00
Extension cord	\$1.00	\$10.00
Microphone	\$5.00	\$50.00
Podium/lectern	\$10.00	\$100.00
Portable speaker	\$5.00	\$25.00
Power bar	\$1.00	\$10.00
Projection screen	\$5.00	\$25.00
Food and Beverage		
Cambro (hot drinks)	\$5.00	\$50.00
Coffee urn	\$10.00	\$50.00
Cutlery (per dozen)	\$10.00	\$20.00
Dishes (per dozen)	\$10.00	\$50.00
Furniture		
Folding table	\$5.00	\$20.00
Plastic chair	\$2.00	\$5.00
Table skirt	\$1.00	\$25.00
Tablecloth	\$1.00	\$15.00
Outdoor Equipment		
Barricade (2 legs, 1 crossbar)	\$2.00	\$20.00
Delineator	\$1.00	\$10.00
Disc golf disc	\$1.00	\$10.00

Flexible plastic fencing with rebar (snow fence)	\$1.00	\$10.00
Garbage can	\$5.00	\$50.00
Garbage picker	\$1.00	\$10.00
High-vis vest	\$1.00	\$10.00
Marquee tent	\$300.00	\$450.00
Megaphone	\$5.00	\$50.00
Pylon	\$1.00	\$10.00
Sandbag	\$1.00	\$10.00
Signage		
Standing display sign	\$1.00	\$10.00
Sandwich board sign	\$1.00	\$10.00
Electronic reader board (Wallace St. & 10th Ave.)	\$5.00	\$40.00
Park, playground or spray park bookings		
	\$30.00	\$40.00

SCHEDULE L

SEWER CONNECTION AND REGULATION

METERED CONSUMPTION RATES AND BILLING

Rates for City Sewerage System

1. Rates for Sewer User Consumption

Rates for connection to the City Sewerage System for all users are based on water consumption in of cubic metres (m³). One cubic metre is 1,000 litres. Sewer user consumption rates are as follows:

Customer Category	Description	Volume Rate
Residential	Service to a single-family dwelling unit is billed at the residential unit rate	\$0.56 per m ³
Non-Residential (low volume)	Service that is not to a single-family dwelling and that is consuming less than 35,000 cubic meters of water per year is billed for sewer at the non-residential low use rate	\$0.78 per m ³
Non-Residential (high volume)	Service that is not to a single-family dwelling and that is consuming more than 35,000 cubic meters of water per year is billed for sewer at the non-residential high rate	\$0.68 per m ³

2. Fixed System Charge

Fixed System Charges are calculated monthly based on the size of water meter.

Meter Size (millimetres)	Meter Size (inches)	Monthly Charge
16	5/8	\$ 24.64
19	3/4	\$ 24.64
25	1	\$ 24.64
38	1 1/2	\$ 51.33
50	2	\$ 51.33
75	3	\$143.72
100	4	\$143.72

150	6	\$143.72
200	8	\$143.72
250	10	\$308.00

3. Billing Period

Unless otherwise determined by resolution of Council, Meters shall be read and the Water Consumption and Fixed System Charge determined at least three times a year and the resulting charges shall be due and payable on the date stated as the "Due Date".

4. Septage Dump Fee

A charge of \$200.00 per load shall be charged for dumping of septage by tanker trucks.

5. Fish Processing Facilities

Liquid Industrial Wastes discharged from fish processing facilities into the City's Sewerage System will be subject to user charges set out in Table 1 below. These charges are in addition to the usual charges associated with any connection to and use of the City's Sewerage System:

Special User Charges for Fish Processing Facilities		
Quality Indicator	Concentration	Fee
Biochemical Oxygen Demand (BOD5)	0 - 0.69 tonne per day	No Charge
	0.7 - 1.6 tonne per day	\$457 per tonne
	over 1.6 tonne per day	Not Permitted
Total Suspended Solids (TSS)	0 - 1.1 tonne per day	No Charge
	1.2 - 2.6 tonne per day	\$249 per tonne
	Over 2.6 tonne per day	Not Permitted

SCHEDULE M

SOLID WASTE COLLECTION AND DISPOSAL CHARGES

1. Eligible Residence – Curbside Collection Annual Fee

Cart Size (litres)	Equivalent Standard 80 litre can (approx.)	Annual Fee Effective September 1, 2024
80 L	1	\$190.00
120 L	1.5	\$200.00
240 L	3	\$450.00
360 L	4.5	\$650.00

Waste collection fees are included 3 times per year on your City of Port Alberni utility bill. A pricing structure based on the size of your garbage can is used.

2. Requested additional curbside pick-up

Cart Size (litres)	Garbage	Recycling	Service Fee
80 L	Request by Owner	Not Available	\$10.00
120 L	Request by Owner	Not Available	\$10.00
240 L	Request by Owner	Not Available	\$20.00

3. Standard Container Exchange Fee

Request to change garbage cart size by owner	\$50.00 per request
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4. City Assisted Set Out/Set Back Service Fee

Properties approved by Manager of Operations will approve and then apply the set out and set back fee for all City carts in this program.	\$52.00 Annual fee
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5. Replacement Fee for Cart

Request for replacement of Lost/Stolen/Damaged* cart by owner	Actual cost of replacement of a cart
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*Damaged carts will first have in-house repairs attempted to fix damage. If found cart is damaged beyond repair, replacement charges will occur and replacement cart will be delivered to property.

SCHEDULE N

WATERWORKS

METERED CONSUMPTION RATES AND BILLING

1. Rates for Water Consumption

Rates for Water Consumption are calculated on the basis of cubic metre (m³). One m³ equals 1,000 litres.

Customer Category	Description	Volume Rate
Single Family Residential	Service to a single-family dwelling unit is billed at the residential unit rate	First 60 m ³ : \$0.79 per m ³ Over 60 m ³ : \$1.04 per m ³
Multi-family Residential	Service that is shared by two or more single family dwelling units, including duplexes, apartments, and condominiums, is billed at the multifamily rate	\$0.79 per m ³
Commercial	Service to commercial and light industrial units	\$0.68 per m ³
Industrial	Service to specific high-volume customers	\$0.48 per m ³
Outside Residential	Single family residential outside City boundaries	First 60 m ³ : \$1.06 per m ³ Over 60 m ³ : \$1.42 per m ³
Special Service Agreement	Bulk provision to Hupacasath First Nation; Tseshah First Nation; Beaver Creek	\$0.61 per m ³

2. Fixed System Charge

Fixed System Charges are calculated monthly, based on the size of Meter in metric (millimetre or mm) measure.

Meter Size millimetres	Meter Size inches	Inside City Boundaries Monthly Charge	Outside City Boundaries Monthly Charge
16	5/8	\$ 23.75	\$ 32.09
19	3/4	\$ 23.75	\$ 32.09
25	1	\$ 49.34	\$ 66.61
38	1 1/2	\$ 63.70	\$ 85.98
50	2	\$ 83.30	\$ 112.41
75	3	\$ 131.84	\$ 178.00
100	4	\$ 186.75	\$ 252.09
150	6	\$ 316.07	\$ 426.74
200	8	\$ 462.83	\$ 624.82
250	10	\$ 626.98	\$ 846.45

3. Billing Period

Unless otherwise determined by resolution of Council, Meters shall be read and the Water Consumption determined of at least three times a year and the resulting charges shall be due and payable on the date stated as the "Due Date".

UNMETERED CONSUMPTION RATES AND BILLING

1. Rates for Water Consumption

Category of Single Family Residential or Commercial Premises	Monthly Rate
(a) Unmetered (refusals)	\$ 193.40
(b) Inside City Boundaries - awaiting Meter installation	\$ 48.35
(c) Outside City Boundaries - awaiting Meter installation	\$ 65.24

The establishment of a rate for unmetered (refusals) Premises in (a) above does not interfere with or relieve an Owner from the obligation under Section 34 of this Bylaw to have a Meter installed on their Premises.

2. Fire Line Rates

The monthly rate for all Fire Lines shall be \$33.00.

3. Billing Period

Unless otherwise determined by resolution of Council, accounts for the above shall be billed every four months in advance and shall be due and payable on the date stated on the invoice. No prepayment for any service shall prevent the amount of any increase being charged to and collected from any Owner.

SCHEDULE O

DEVELOPMENT SERVICES

BUILDING FEES & CHARGES

Building Permit	Fee
(a) Base Fee	\$100.00
(b) Plus, per \$1,000 of valuation, or portion thereof If a building permit is issued for a construction under the supervision of a Coordinating Registered Professional, the permit fee is reduced by 10% of the fees payable under this Bylaw, up to a maximum reduction of \$500.00.	\$7.00
Renewal of Lapsed Building Permit	
(a) Base fee	\$100.00
(b) Plus, per \$1,000 of valuation, or portion thereof	\$9.50
Excavation and/or Foundation permit for Part 3 buildings	\$1,330.00 plus 1/3 the cost of the final building permit fee (plus applicable development cost charges)
Plumbing Permit – per Fixture	
(a) Base fee	\$65.00
(b) Per fixture	\$10.00
Fire Sprinkler System – per Fixture	
(a) Base fee	\$65.00
(b) Per sprinkler	\$2.00
Re-inspections (first inspection no charge)	\$100.00
Inspection – outside normal City business hours – per hour	\$200.00
Compliance Inspection of Existing Buildings Application	
(a) Up to 600 sq. m	\$100.00
(b) Over 600 sq. m	\$400.00
Transfer of building permit to new owner or update to owner's address	\$100.00
Plan Check Deposit – Non-Refundable	
(a) % of building permit fee	15%
(b) Minimum fee	\$100.00
This payment will be reduced from the final building permit issuance fees.	
Submission of new plans after plan review that include major changes that result in more than three hours of staff time to review, additional fees per hour of staff time may be applicable.	\$150.00
Installation of solid fuel burning appliance	\$100.00
Demolishing a Building	
(a) Fee	\$100.00
(b) Bond fee	\$500.00
Siting of a Manufactured Building	
(a) For construction between \$30,000 and \$200,000	\$300.00
(b) For construction over \$200,000	\$600.00
Retaining walls – greater than 1.2 meters in height	\$150.00

Moving a building	\$200.00
Temporary building refundable security deposit This will be refunded in full upon removal of the temporary building.	10% of Construction Value
Report on equivalency with BC Building Code	\$200.00
Where any Work has Started Prior to the Issuance of a Building Permit	
(a) % of permit fee otherwise payable	200%
(b) Maximum penalty	\$10,000.00
Inspection or plan review not covered by other categories – per hour of staff time	\$75.00
Removal of Section 57 Notice on Title	\$500.00
Single family/two family dwelling – bonding against damage to the city street and final site servicing/grading	\$2,000.00
Multi-residential/commercial/industrial/institutional – bonding against damage to City Street and final site servicing/grading This fee is not applicable when the Owner has entered into a Works and Services agreement and provided necessary bonding	\$2,000.00 or \$110.00 per metre of frontage whatever is greater
Refunds – as a % of Total Building Permit Fees (excluding plan check deposit fee)	
(a) Prior to excavation or commencement of construction	85%
(b) After initiation of construction including foundation Any development cost charges paid as part of a building permit are non-refundable.	0%
Land title search This fee does not cover any other documents such as Covenants, Rights of Ways, etc. The cost of retrieving these from the LTSA shall be borne by the applicant. Land title searches are only completed as part of an application submission.	Fees are as per the LSTA charges
<i>Note: Fees will increase annually at the rate of the CPI unless the bylaw is amended</i>	

CITY OF PORT ALBERNI

BYLAW NO. 5123-1

**A BYLAW TO AMEND THE CITY OF PORT ALBERNI 2025-2029 FINANCIAL PLAN
BYLAW NO. 5123, 2025**

WHEREAS section 165 of the *Community Charter* stipulates that a municipality must have a financial plan that is adopted on an annual basis;

AND WHEREAS section 165 (2) of the *Community Charter* stipulates that for certainty, the financial plan may be amended by bylaw at any time;

NOW THEREFORE the Municipal Council of the City of Port Alberni in open meeting assembled hereby enacts as follows:

The Municipal Council of the City of Port Alberni In Open Meeting Assembled Enacts as follows:

1. That "City of Port Alberni 2025 - 2029 Financial Plan Bylaw No. 5123, 2025" is hereby amended by deleting Schedule "A" in its entirety and substituting the amended Schedule "A" as attached hereto and forming part of this Bylaw.
2. This Bylaw may be known and cited for all purposes as "**City of Port Alberni 2025-2029 Financial Plan Amendment Bylaw No. 5123-1, 2025**" and shall become effective upon adoption.

READ A FIRST TIME this 23rd day of June, 2025

READ A SECOND TIME this 23rd day of June, 2025.

READ A THIRD TIME this 23rd day of June, 2025.

FINALLY ADOPTED this day of , 2025.

Mayor

Corporate Officer

Schedule "A" to Bylaw No. 5123



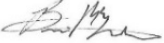

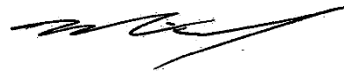
CITY OF PORT ALBERNI CONSOLIDATED FINANCIAL PLAN 2025 - 2029

	2025	2026	2027	2028	2029
Revenue					
Taxes					
Property Taxes	35,831,516	40,945,966	43,093,469	45,185,624	47,679,499
Other Taxes	860,702	886,716	913,518	941,131	988,189
Grants in Lieu of Taxes	231,761	231,772	231,784	231,795	231,825
Fees and Charges					
Sales of Service	5,126,468	5,249,172	5,356,040	5,497,475	5,733,390
Sales of Service/Utilities	7,871,234	8,272,581	8,624,247	8,750,340	8,975,648
Service to other Government	75,000	76,000	77,000	79,000	83,000
User Fees/Fines	636,171	650,588	665,396	680,608	705,804
Rentals	257,110	262,572	268,152	273,854	280,377
Interest/Penalties/Miscellaneous	1,275,063	1,291,888	1,309,232	1,327,110	1,357,168
Grants/Other Governments	1,085,000	1,095,150	1,105,402	1,115,755	1,129,713
Other Contributions	89,900	89,900	89,900	89,900	89,900
	<u>53,339,925</u>	<u>59,052,305</u>	<u>61,734,140</u>	<u>64,172,592</u>	<u>67,254,513</u>
Expenses					
Debt Interest	647,335	647,335	647,335	647,335	647,335
Capital Expenses	9,068,594	8,835,006	6,936,122	5,756,683	5,729,939
Other Municipal Purposes					
General Municipal	5,783,632	5,860,164	5,984,680	6,160,055	6,433,633
Police Services	10,688,243	11,287,934	11,686,505	12,016,892	12,405,030
Fire Services	5,154,265	5,312,791	5,522,881	5,741,853	5,988,710
Other Protective Services	477,569	479,080	522,239	505,794	525,334
Transportation Services	6,872,525	7,220,544	7,435,298	7,664,373	7,971,831
Environmental Health and Development	3,550,323	3,796,828	3,787,343	3,901,224	4,027,853
Parks and Recreation	7,892,419	8,039,532	8,277,710	8,509,162	8,802,417
Cultural	2,173,425	2,253,239	2,318,447	2,438,695	2,532,104
Water	2,447,258	2,474,629	2,545,124	2,617,722	2,715,349
Sewer	2,129,493	2,164,854	2,227,339	2,291,703	2,381,693
Contingency	190,000	300,000	300,000	300,000	300,000
	<u>57,075,081</u>	<u>58,671,936</u>	<u>58,191,023</u>	<u>58,551,491</u>	<u>60,461,228</u>
Revenue Over (Under) Expenses Before Other	<u>(3,735,156)</u>	<u>380,369</u>	<u>3,543,117</u>	<u>5,621,101</u>	<u>6,793,285</u>
Other					
Debt Proceeds	-	-	-	-	-
Debt Principal	(363,788)	(363,788)	(363,788)	(363,788)	(363,788)
Transfer from (to) Reserves	4,098,944	(16,581)	(3,179,329)	(5,257,312)	(6,429,496)
	<u>3,735,156</u>	<u>(380,369)</u>	<u>(3,543,117)</u>	<u>(5,621,101)</u>	<u>(6,793,285)</u>
Balanced Budget	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

Date: July 3, 2025
File No: 3360-20-3830 5th Avenue

To: Mayor and Council
From: M. Fox, CAO
Subject: **DEVELOPMENT APPLICATION – OCP and Zoning Bylaw Amendments at 3830 5th Avenue, Port Alberni**
LOT 1 DISTRICT LOT 1 ALBERNI DISTRICT PLAN EPP114008 (PID: 031-881-327)

Applicant: David Poiron dba Uchucklesaht Capital Assets, Inc.

Prepared by:  B. McLoughlin Manager of Planning	Supervisor:  S. Smith, Dir. of Development Services Deputy CAO	CAO Concurrence:  M. Fox, CAO
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RECOMMENDATION

- a) THAT "Official Community Plan Amendment (3830 5th Avenue) Bylaw No. 5094" be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5094.
- b) THAT "Zoning Bylaw Amendment (3830 5th Avenue) Bylaw No. 5113" be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5113.
- c) THAT the minutes of the Public Hearing on September 9, 2024 be adopted as presented.

PURPOSE

To consider final adoption of Official Community Plan Amendment Bylaw No. 5094 and Zoning Amendment Bylaw No. 5113 that would enable a multi-residential development at 3830 5th Avenue.

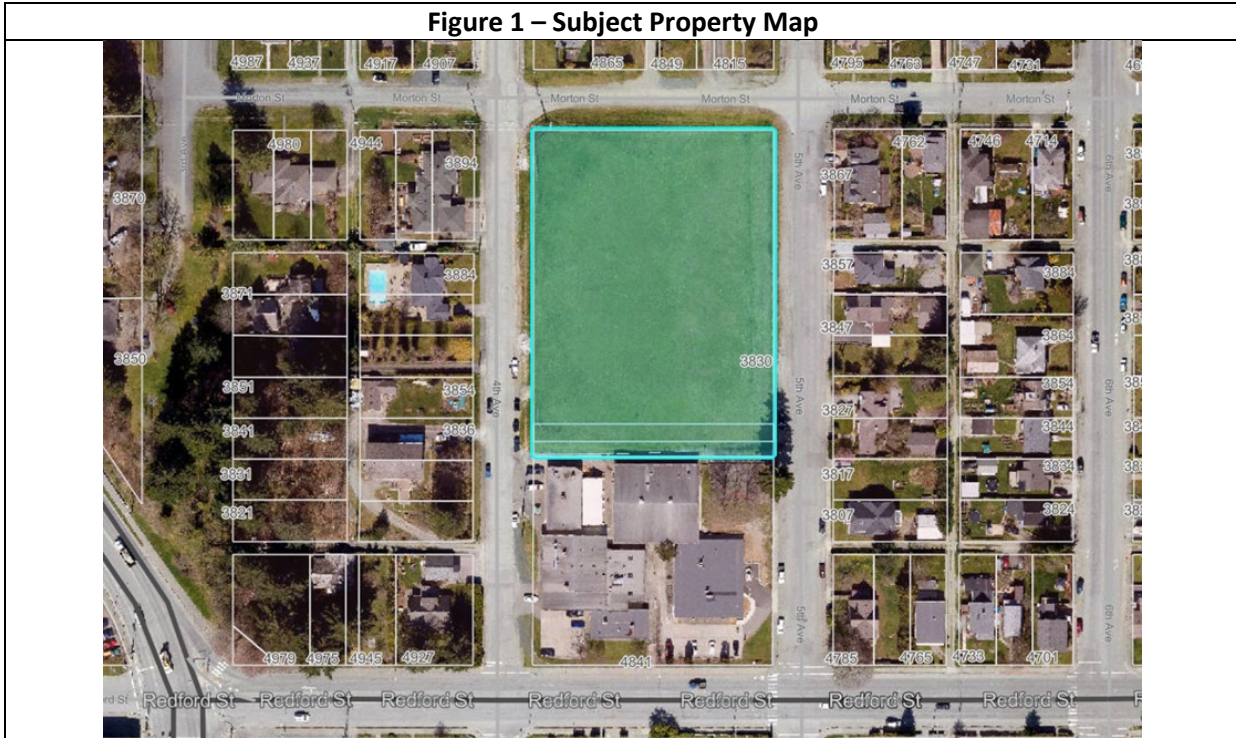
BACKGROUND

The Uchucklesaht Tribe Government (UTG) and its Capital Assets Corporation are proposing a multi-residential development at 3830 5th Avenue. The project would consist of 112 units of purpose-built rental apartments and townhouses. A new Comprehensive Development (CD) zone is proposed for the site.

Status of the Application

Council gave Third Reading to the amending bylaws at the Regular Meeting on November 12, 2024. Council also passed a motion that prior to considering final adoption a "no-build" restrictive covenant be registered on property title at 3830 5th Avenue until an additional parking lot is constructed at 4841 Redford Street. The intent of the covenant is to ensure that an additional parking lot with 15 spaces is provided to help manage parking demand at Nucci (former Redford School).

Figure 1 – Subject Property Map



ALTERNATIVES/OPTIONS

1. *THAT "Official Community Plan Amendment (3830 5th Avenue) Bylaw No. 5094" be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5094.*

THAT "Zoning Bylaw Amendment (3830 5th Avenue) Bylaw No. 5113" be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5113.

THAT the minutes of the Public Hearing on September 9, 2024 be adopted as presented.

2. *Council may decline to adopt the bylaws which means the development application does not proceed.*
3. *Council may provide Administration with alternative direction.*

Administration recommends Option 1.

ANALYSIS

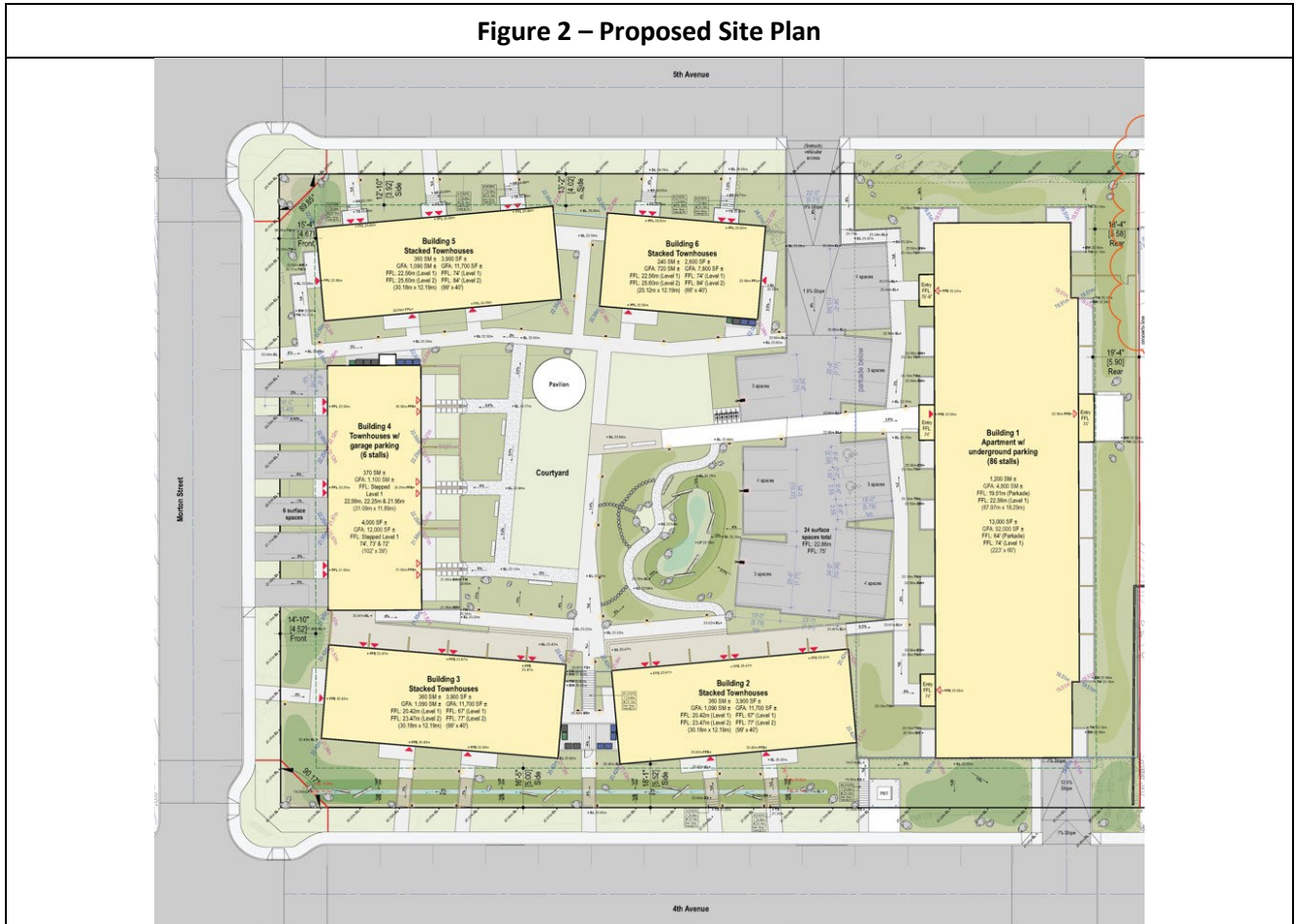
Below is a summary of the proposed amendments to the OCP and Zoning Bylaw:

- a) Change the OCP land use designation of 3830 5th Avenue from 'Institutional' to 'Multi-Family Residential'.
- b) Add 3830 5th Avenue to *Development Permit Area No. 1 Multiple Family Residential* in the OCP.
- c) Add new Comprehensive Development zone for 3830 5th Avenue to the Zoning Bylaw.
- d) Change the classification on 3830 5th Avenue to the new zone on the Zoning Bylaw map.

Proposed Development (3830 5th Avenue)

The 112-unit multi-residential development would include a mix of apartments and townhouses. The proposed site plan includes a total of six (6) buildings: one (1) four-storey apartment building, one (1) side-by-side townhouse building, and four (4) stacked townhouse buildings. Buildings would include a mix of studio, one-bedroom, two-bedroom, and three-bedroom dwelling units.

Figure 2 – Proposed Site Plan



Official Community Plan

The development aligns with community growth and housing policies in the OCP, and proposed CD zone aligns with the *Multi-Family Residential* (MFR) land use designation in the OCP. The location also meets OCP criteria (4.3.4.) for the re-designation of land to MFR:

- The property is within 800 m of a commercial node (10th Avenue and Redford Street);
- The property is located one-block from an arterial road (Redford Street); and
- The 20-metre road right-of-way, combined with the proposed building heights and setbacks form an acceptable transition with minimal cast shadows expected to reach nearby dwellings. This is illustrated in the cross-sections and shadow analysis provided by the applicant's architect (see attached development plans).

While this development would be a change for the immediate neighbourhood, the presence of multi-residential buildings in proximity to single-detached dwellings is not uncommon in Port Alberni in areas both new and old.

<i>OCP Section C, 4.3.4 - Multi-Family Residential, Council Policy</i>	<p><i>When considering re-designation of areas to Multi-Family Residential (MFR), the City shall consider the following criteria:</i></p> <ul style="list-style-type: none"> <i>• Should be within walking distance (approximately 800 metres) of commercial, recreational, public/institutional nodes, or community scale parks;</i> <i>• Should be located on or in proximity to major collectors or arterial roads in order reduce traffic impacts on local roads;</i> <i>• An adequate transition between lower density housing, and compatibility with adjacent land uses must be provided;</i>
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Proposed Building Heights and Surrounding Neighbourhood

All surrounding properties in the adjacent neighbourhood are zoned *R – Primary Residential* in the Zoning Bylaw, which allows a maximum building height of 11 metres. Buildings in the proposed development are designed as follows:

- The townhouses (buildings 2, 3, 4, 5, 6) are designed for heights of 9.6 -10.6 metres.
- The apartment building (building 1) is designed for a height of 14.5 metres, and has been sited with its length along the south property line to reduce impact on surrounding properties.

Zoning Bylaw

The proposed CD zone enables shorter setbacks and a greater building height than the nearest comparable *RM3 High Density Multi-Residential* zone. The proposed scale of development, and CD zone regulations, are appropriate for the location and surrounding neighbourhood context.

Parking & Access

A total of 122 on-site parking spaces would be provided for a ratio of 1.09 parking spaces per dwelling unit. The Zoning Bylaw normally requires 1.25 spaces per multi-residential dwelling unit, however the property is located near a public transit route (Redford Street) and 22 bike parking spaces are also provided. The site plan (attached) also shows 32 street parking spaces along flanking streets. Staff expect that residents of the new development will fully utilize street parking along the frontage of the property.

Traffic Impact Assessment

A Traffic Impact Assessment (TIA) for this application was conducted by a registered traffic engineer. The TIA notes that the site access points are safe and properly designed with clear sightlines, including down the slope towards Redford Street on 4th Avenue and 5th Avenue. The report also confirms that the road network has excess capacity for accommodating traffic from the development, and that the combined on-site parking and street spaces provide ample parking.

Nucci and Street Parking for the Proposed Development

The proposed development is designed with the intent that residents will have access to street parking. However, the neighbouring Nucci building, already occupies significant street parking on 4th Avenue for their regular programming and events. In response to parking concerns, the applicant has committed to the following actions:

- Construction of a new parking lot with 15 spaces on the Nucci property.

- Improvements to existing parking at Nucci including re-painting lines.
- Directing staff at Nucci to park on-site.
- Working with the City on signage for 4th and 5th Avenue to discourage use of street parking by staff and patrons of Nucci.

IMPLICATIONS

Amending Bylaws No. 5094 and 5113 would re-designate the property at 3830 5th Avenue to *Multi-Family Residential* in the OCP and would create a new Comprehensive Development (CD) zone to enable a multi-residential development with 112 purpose-built rental units. This project would help Port Alberni meet its need for adequate and suitable rental housing.

Impact on Street Parking

The proposed development will put pressure on street parking in this neighbourhood, which may require management by the City over the long-term. The City has the power to designate time limited, or resident-only, parking on surrounding streets and follow-up with enforcement if required. Success is also dependent upon UTG managing parking at Nucci to reduce impacts on the surrounding neighbourhood. Operational changes at Nucci will help, but cannot be guaranteed by the City over time.

COMMUNICATIONS

A Public Hearing was held at 6:00 P.M. on September 9, 2024.

Four (4) written responses were received and twenty-three (23) speakers addressed City Council at the Public Hearing with their concerns and questions on the proposed OCP and Zoning Bylaw amendments. The full Public Hearing report is included as an attachment. Below is a summary of issues raised by speakers:

- Concern that it is not the best use of the land.
- Concern the density is too high and does not fit the neighbourhood.
- Concern over the height of the buildings.
- Concern the development will impact views.
- Concern the development needs more parking.
- Concern over the development using street parking.
- Concern over increased traffic congestion.
- Concern over traffic sight lines and road safety with the hill from Redford Street.
- Concern over losing access to the former field as 'greenspace'.
- Concern the development will lower property values.

BYLAWS/PLANS/POLICIES

1. Official Community Plan Bylaw No. 4602

Below is a summary of proposed amendments:

- a) Change the OCP land use designation of 3830 5th Avenue from '*Institutional*' to '*Multi-Family Residential*'.
- b) Add 3830 5th Avenue to *Development Permit Area No. 1 Multiple Family Residential* in the OCP.

2. Zoning Bylaw No. 5105, 2024:

Below is a summary of proposed amendments:

- a) Add new Comprehensive Development zone for 3830 5th Avenue to the Zoning Bylaw.
- b) Change the classification on 3830 5th Avenue to the new zone on the Zoning Bylaw map.

3. *Council's 2023 – 2027 Corporate Strategic Plan*

The proposed development aligns with the following goals:

- *5.1.2: Encourage the infilling of vacant lots and buildings to enable those sites to contribute to vibrancy*
- *5.2: Safe and accessible housing options exist for all members of the community*

SUMMARY

Administration recommends that Official Community Plan Amendment Bylaw No. 5094, and Zoning Amendment Bylaw No. 5113 be adopted by Council given the need for adequate rental housing in Port Alberni. The applicant has satisfied Council's condition that a no-build covenant be placed on the property until an additional parking lot is constructed at Nucci.

The proposed development is higher density than the surrounding neighbourhood, and it is anticipated that street parking will be fully utilized by residents and the users of UTG's Nucci building. However, the development would create 112 purpose-built market rental units within the community.

ATTACHMENTS/REFERENCE MATERIALS

1. *Public Hearing Report – September 9, 2024*
2. *Development Plans - 3830 5th Ave*
3. *Official Community Plan Amendment (3830 5th Avenue) Bylaw No. 5094*
4. *Zoning Bylaw Amendment (3830 5th Avenue) Bylaw No. 5113*

J:\Engineering\Planning\DevelopmentApplications\ZoningAmend\ZON-2021\ZON_2021_14-3830-5thAve-Uchucklesaht\Council

PUBLIC HEARING REPORT
Monday, September 9, 2024 @ 6:00 PM
In the City Hall Council Chambers | 4850 Argyle Street, Port Alberni, BC

PRESENT: Mayor S. Minions
Councillor D. Dame
Councillor C. Mealey
Councillor T. Patola (7:04 p.m.)
Councillor C. Solda

Staff: M. Fox, CAO
S. Smith, Director of Development Services | Deputy CAO
D. Leurebourg, Director of Corporate Services
B. McLoughlin, Manager of Planning

Gallery: 46

CALL TO ORDER & APPROVAL OF THE AGENDA

The meeting was called to order at 6:02 pm.

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

CARRIED

Chair Minions noted that the Public Hearing is held pursuant to section 465, 466 and 475 of the *Local Government Act*. Chair Minions then invited the Director of Corporate Services to provide a summary of the application.

1. Description of the Application:

The Director of Corporate Services provided a summary of the application as follows:

The applicant has applied to change the land use designation and zoning of the property located at 3830 5th Avenue to enable a multi-residential development with a new Comprehensive Development (CD) zone.

The proposed bylaws are:

- i. "Official Community Plan Amendment (3830 5th Avenue), Bylaw No. 5094".

If amended, this bylaw:

- Changes the land use designation of 3830 5th Avenue from 'Institutional' to 'Multi-Family Residential' in the OCP, and
- Adds the property at 3830 5th Avenue to 'Development Permit Area No. 1 Multiple Family Residential' in the OCP.

- ii. "Zoning Amendment (3830 5th Avenue), Bylaw No. 5113".

If amended, this bylaw:

- Adds a new Comprehensive Development zone for 3830 5th Avenue to the Zoning Bylaw, and

- Changes the zoning classification of 3830 5th Avenue to the new Comprehensive Development zone on the Zoning Bylaw map.

2. Background Information from the Development Services Department:

The Planner provided background information regarding the proposed amendments by way of summarizing the report of September 6, 2024.

3. Correspondence:

- Letter dated March 5, 2024 from D. and E. MacKay
- Letter dated September 4, 2024 from D. and E. MacKay

4. Late Correspondence Regarding the Matter:

- Letter dated September 5, 2024 from B. and M. Haynes
- Email dated September 6, 2024 from C. Alemany

5. Questions/Comments from Council:

Questions from Council included the following:

- Requested clarification of all parking in the proposal.
86 underground parking, 36 for townhomes and 32 additional street parking spaces
- Comments that the current greenspace on the property is owned by the Uchucklesaht and that it is not a public park.
- Chair Minions clarified that public concerns to date were around general loss of greenspace in the area.

6. Questions/Comments from Public:

P. Flynn

Provided comment that the proposed development would negatively impact the quiet neighbourhood, views, parking, and property values. Indicated that lower density development proposal would be supported.

B. Haynes

Supported the comments of Mr. Flynn and does not want such severe density in the area.

G. Hill

Comments provided that they did not want to see such high-density development but if it was to proceed, the current design of the development is ugly.

S. Greene

Comments that traffic flow would increase ten-fold with 200 or more people added to the area. Recommended downsizing the development and encouraged the developer to get the neighbours onside with the proposal.

M. Kapchinsky

Provided comment that the development is all about money, parking would be an issue, the development does not belong in the neighbourhood, and the residents will lose the only greenspace they have.

L. Pearson

Provided comments that their family moved from Surrey to get away from high density developments and that a smaller scale would be more appropriate. Commented that there

is no guarantee of one family, one vehicle so parking would be a problem.

S. Mayo

Provided comments that they moved for the small family-oriented neighbourhood and would rather see something similar to Maitland, losing the greenspace in the area would be sad.

G. Bayne

Provided comments that they would like to see it remain institutional and that high-density development should be built where it already exists.

D. Moore

Commented around concerns for the parking in the area especially with multi-car households, where parking would be pushed onto the street.

P. Woodley

Commented that the development is too dense for the area on the parking alone.

M. Haynes

Shared concerns around the on-street parking, and that new developments of late have not added to the beautification of the City.

C. Hickey

Provided comment that increased density in the area will drop property values and shared her agreement with Mr. Flynn's comments.

E. Zanetti

Commented that the development does not fit with the area and parking will be an issue. Would like to see balance between development and community impacts.

R. Bailey

Shared concerns around increased congestion. Supports multi-family development but the size of the proposed development is an issue. Shared opposition to amending bylaw to comprehensive development.

R. Dickenson

Commented that there is a concerning blind spot at the top of the hill and that the density is too much for the area.

S. Tuscon

Commented that the crest of the hill is bad particularly in winter, that there is already limited parking in the area and that they are concerned about impacts to their views. Shared concerns of the height of the buildings.

K. Olson

Commented that they do not believe it is the best use for the land.

D. Hickey

Supported Mr. Flynn's comments.

C. Scott

Shared concerns with the location of the closest school, that the applicant only addressed one of the concerns expressed by the neighbours at the initial meeting, and that they would support a more reasonable sized development that blends in to the neighbourhood.

P. Randall

Commented that they were opposed to changing to Comprehensive Development (CD-4) Zoning and that the development needs more parking.

J. MacDonald

Commented that there was no alternative proposed with less density.

R. Bailey

Inquired if the public could access the traffic assessment.

(Yes – members of the public can request a copy of the report from Development Services – developmentservices@portalberni.ca)

B. Haynes

Inquired if the developer could make further changes if the bylaws are adopted.

(If adopted the developer cannot go above the stipulated height and cannot change the location of the proposed buildings).

L. Robinson

Commented that the underground parking would be in the tsunami zone.

D. Legend

Inquired if the public could use the greenspace at the development.

(It would be an operational decision that is up to the developer).

7. Closing Remarks from the Chair:

I would like to remind those present that once the Public Hearing has closed, members of Council may not, as a group or as individuals, receive any further oral or written presentations on this matter, including what might be perceived as informal discussions immediately after the termination of this meeting. I ask all parties to comply with this.

Before closing the Public Hearing, Chair Minions called three times for any further speakers on any of the matters contained in the proposed bylaws.

Chair Minions called the first time for any further input from the public.

Chair Minions called for a second time for input from the public.

Chair Minions called for a third time for input from the public.

There being no further speakers, Chair Minions declared the Public Hearing closed.

7. Termination of the Public Hearing:

MOVED and SECONDED, THAT this Public Hearing terminate at 8:00 pm.

CARRIED

Sara Darling
Director of Corporate Services



Building 1 - Looking North



Building 1 & 2 - Looking Southwest



Building 3, 4 & 5 - Looking North



Building 1, 2 & 3 - Looking East



Building 4, 5 & 6 - Looking Southwest



Building 3, 4 & 5 - Looking South

Project Team Contacts

Owner Uchucklesaht Capital Assets LP 5251 Argyle Street Port Alberni, BC V9Y 1V1 250.724.1832 phone Ryan Anaka, Director of Lands & Resources ryan.anaka@uchucklesaht.ca	Architect Checkwitch Poiron Architects Inc. 9-93 Commercial Street Nanaimo, BC V9R 5G3 250.714.1963 phone David Poiron, Architect AIBC david@cparch.ca	Landscape Architect Kinship Design Art Ecology 1070 Nelson Street Nanaimo, BC V9S 2K2 250.753.8093 phone Kate Stefluk, BCSLA kate.stefluk@kinshipdesign.ca	Structural Buepoint Consulting Ltd. 5386 Miller Road Duncan, BC V9L 6R2 250.597.2296 phone Mark Buesink, P.Eng. mark@buepoint.com	Mechanical (HVAC & Plumbing) Rocky Point Engineering Ltd. 102-3721 Shenton Road Nanaimo, BC V9T 2H1 250.585.0222 phone Aaron Mullahey, P.L.Eng, AS&T aaron.mullahey@rpeng.ca
Project Manager Tectonica Management Inc. 890 Crace Street Nanaimo, BC V9R 2T3 250.714.0062 phone Bil Derby, AT AIBC bil@tectonica.ca	Civil McGill & Associates Engineering Ltd. 4610 Elizabeth Street Port Alberni, BC V9Y 6L7 250.724.3400 phone Mike Lange, P.Eng. mlange@mcgilleng.com	Building Codes & Fire Science GHL Consultants Ltd. 800-700 W Pender Street Vancouver, BC V6C 1G8 604.689.4449 phone Frankie Victor, P.L.Eng. BCQ fv@ghl.ca	Electrical Muir Engineering E-1822 Comox Avenue Comox, BC V9M 3M7 250.890.0870 phone Brian Muir, P.Eng brian@muireng.ca	Fire Suppression Rocky Point Engineering Ltd. 102-3721 Shenton Road Nanaimo, BC V9T 2H1 250.585.0222 phone Aaron Mullahey, P.L.Eng, AS&T aaron.mullahey@rpeng.ca

Drawing List

A01	Renderings; Contacts; Drawing List
A02	Project Zoning; Project Areas; Building Gross Floor Area
A03.1	Site Plan
A03.2	Site Plan - Open Space Calculations
A03.3	Site Plan - Waste Collection
A03.4	Site Pavilion
A04	Site Sections
A05	Site Sections
A06	Building 1 - Apartment - Schematic Layouts
A07	Building 1 - Apartment - Unit Plans
A08	Building 1 - Apartment - Unit Plans
A09	Building 1 - Apartment - Parkade Level
A10	Building 1 - Apartment - Level 1
A11	Building 1 - Apartment - Level 2
A12	Building 1 - Apartment - Level 3
A13	Building 1 - Apartment - Level 4
A14	Building 1 - Apartment - Roof Plan
A15	Building 1 - Elevations
A16	Building 1 - Elevations
A17	Building 1 - W-E Section
A18	Building 1 - S-N Sections @ Cores
A19	Building 1 - S-N Sections
A20	Building 2-6 - Schematic Layouts
A21	Building 2-6 - Schematic Roof Plan
A22	Building 4 - Unit Plans
A23	Building 2, 3, 5, 6 - Level 1 Unit Plans
A24	Building 2, 3, 5, 6 - Level 2 Unit Plans
A25	Building 2 - Level 1-3
A26	Building 3 - Level 1-3
A27	Building 2-3 - Roof Plan
A28	Building 4 - Level 1-3 & Roof Plan
A29	Building 5 - Level 1-3
A30	Building 6 - Level 1-3
A31	Building 5-6 - Roof Plan
A32	Building 2-3 - Elevations
A33	Building 4 - Elevations
A34	Building 5-6 - Elevations
A35	Building 2-6 - Sections

See other discipline drawings for their drawing lists

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Seal

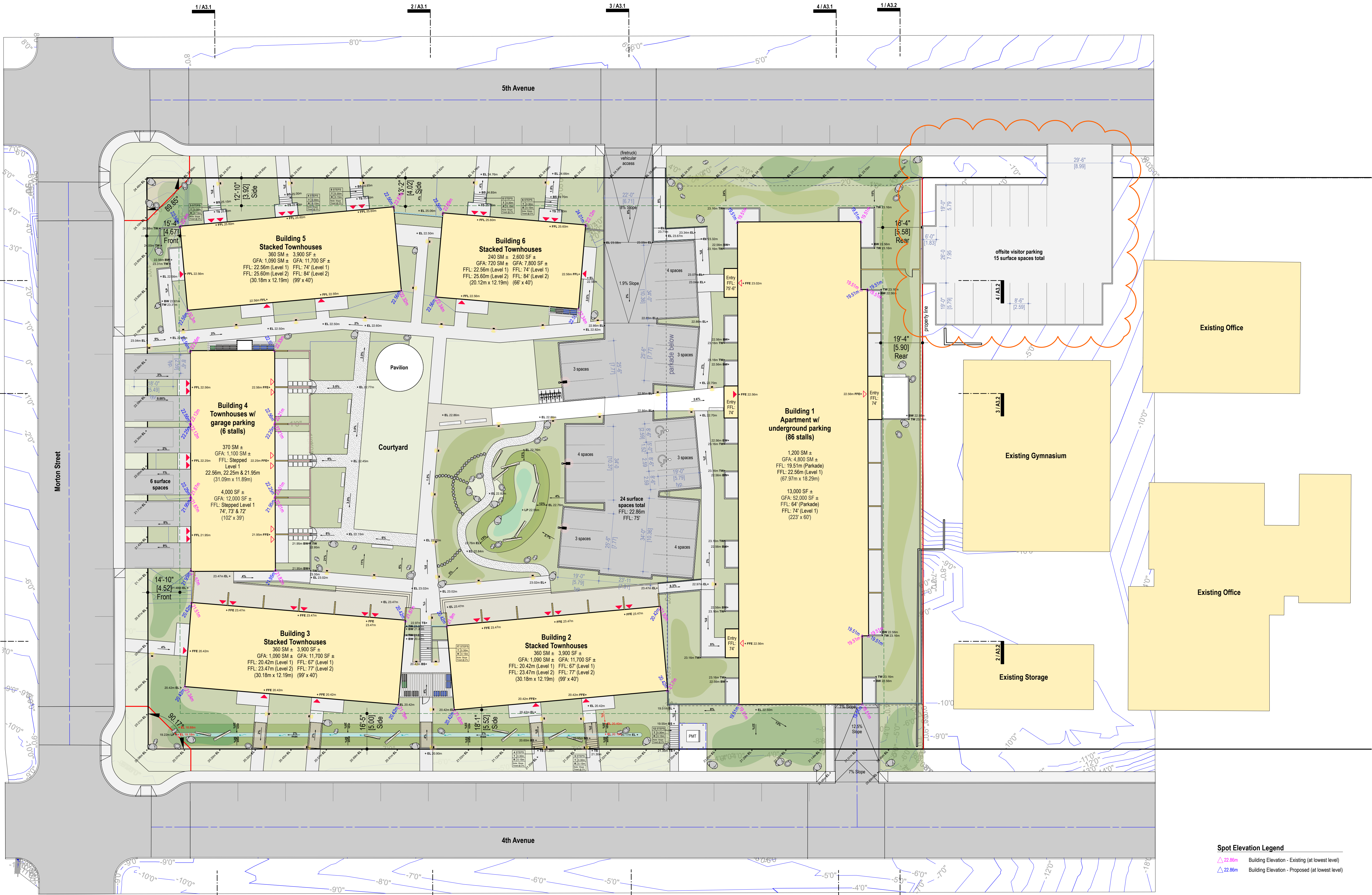


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501-402 Pender Street W., Vancouver, BC V6B 1T6
250.714.1963
604.669.3444
www.cparch.ca

Redford Housing
4841 Redford Street, Port Alberni

REGULAR COUNCIL AGENDA - JULY 14, 2025

Client	Uchucklesaht Capital Assets LP	Drawn By	dp	Reviewed By	dp	Sheet Number	A01
Project Number	2107	Sheet Name	Renderings; Contacts; Drawing List				
Scale	n/a	Date	2023.06.08	Issue No.	70	Issued For	DP
						Revision	-

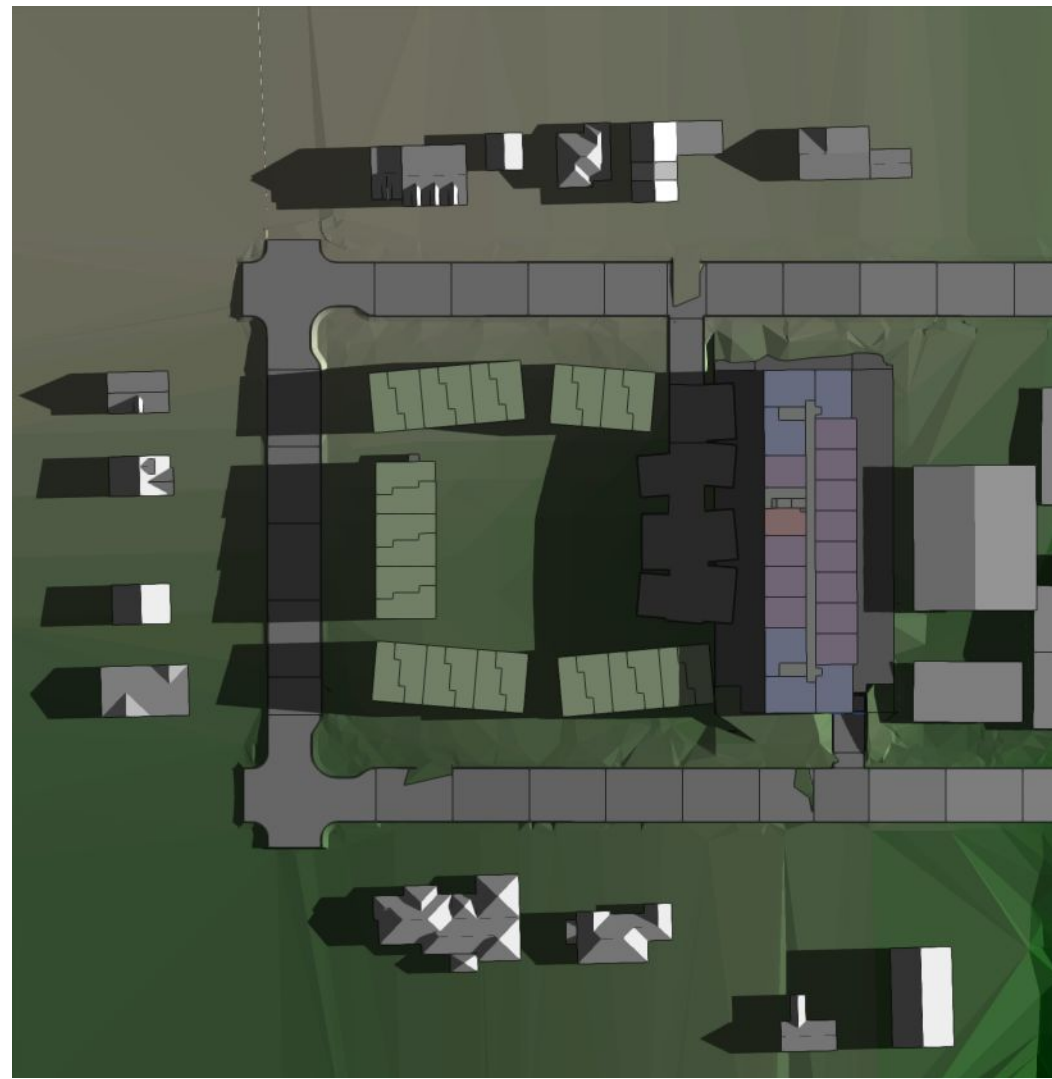


1 Site Plan
A03.1 Scale: 1:250

Spot Elevation Legend
△ 22.86m Building Elevation - Existing (at lowest level)
△ 22.86m Building Elevation - Proposed (at lowest level)



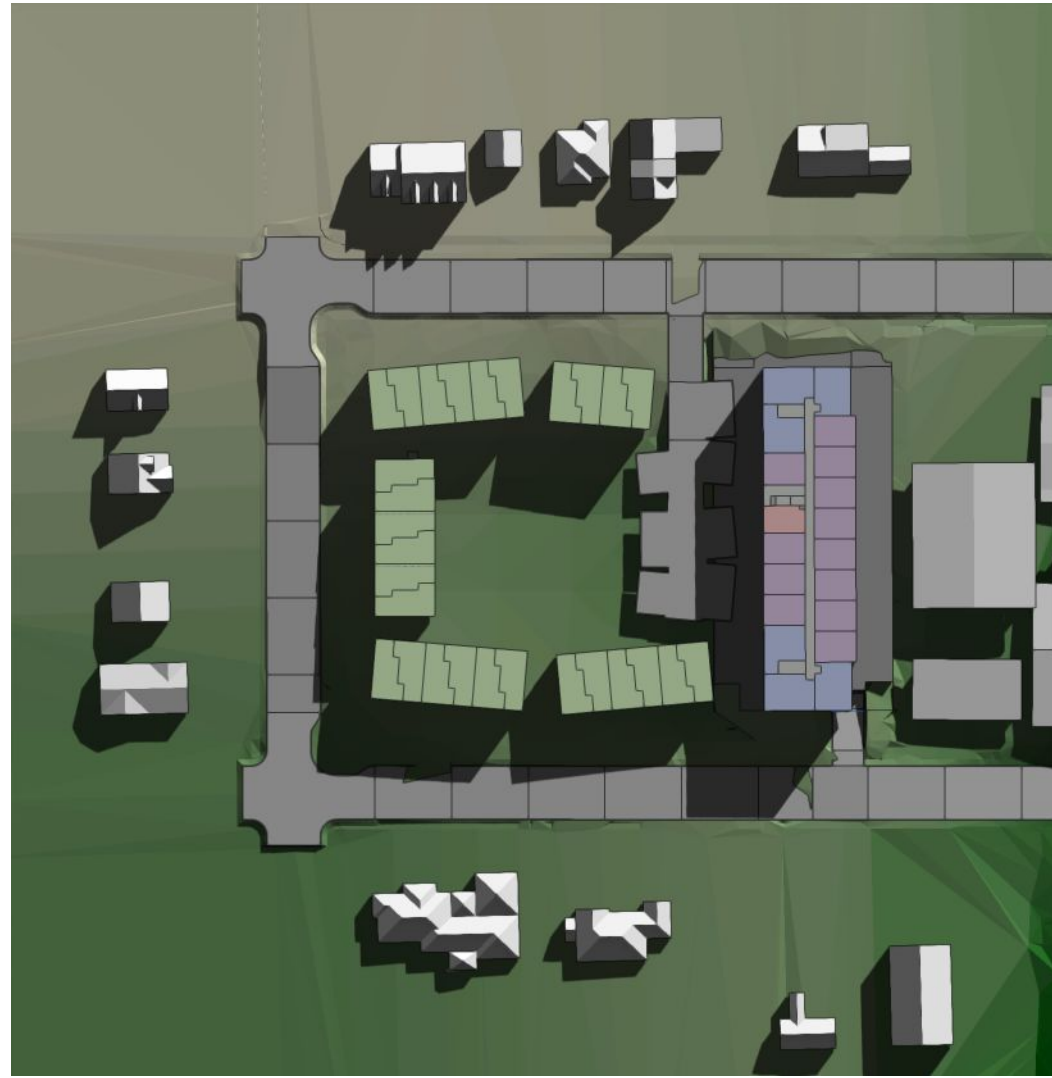
1 Winter Solstice - 9:00am
A03.5 Scale: 1:1500



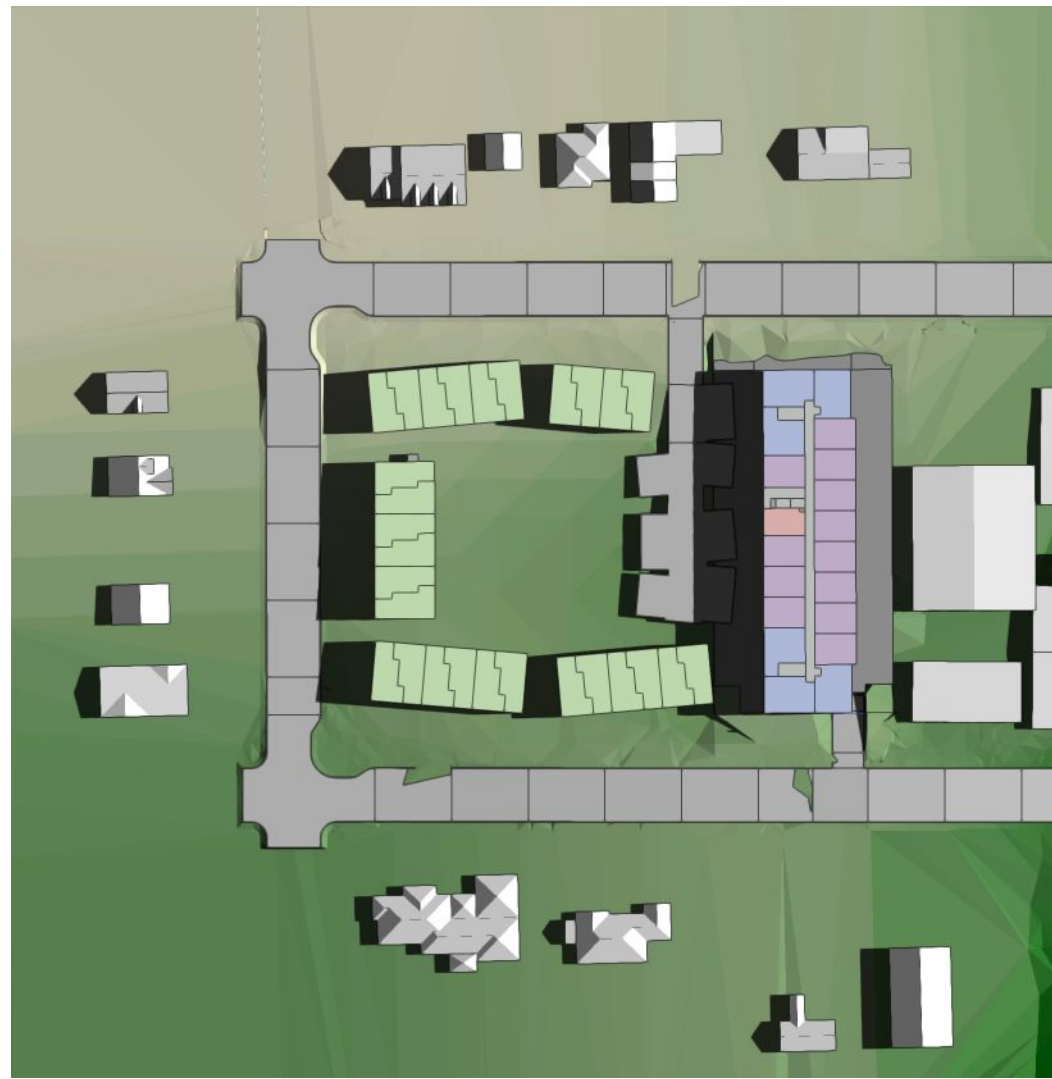
2 Winter Solstice - 12:00pm
A03.5 Scale: 1:1500



3 Winter Solstice - 3:00pm
A03.5 Scale: 1:1500



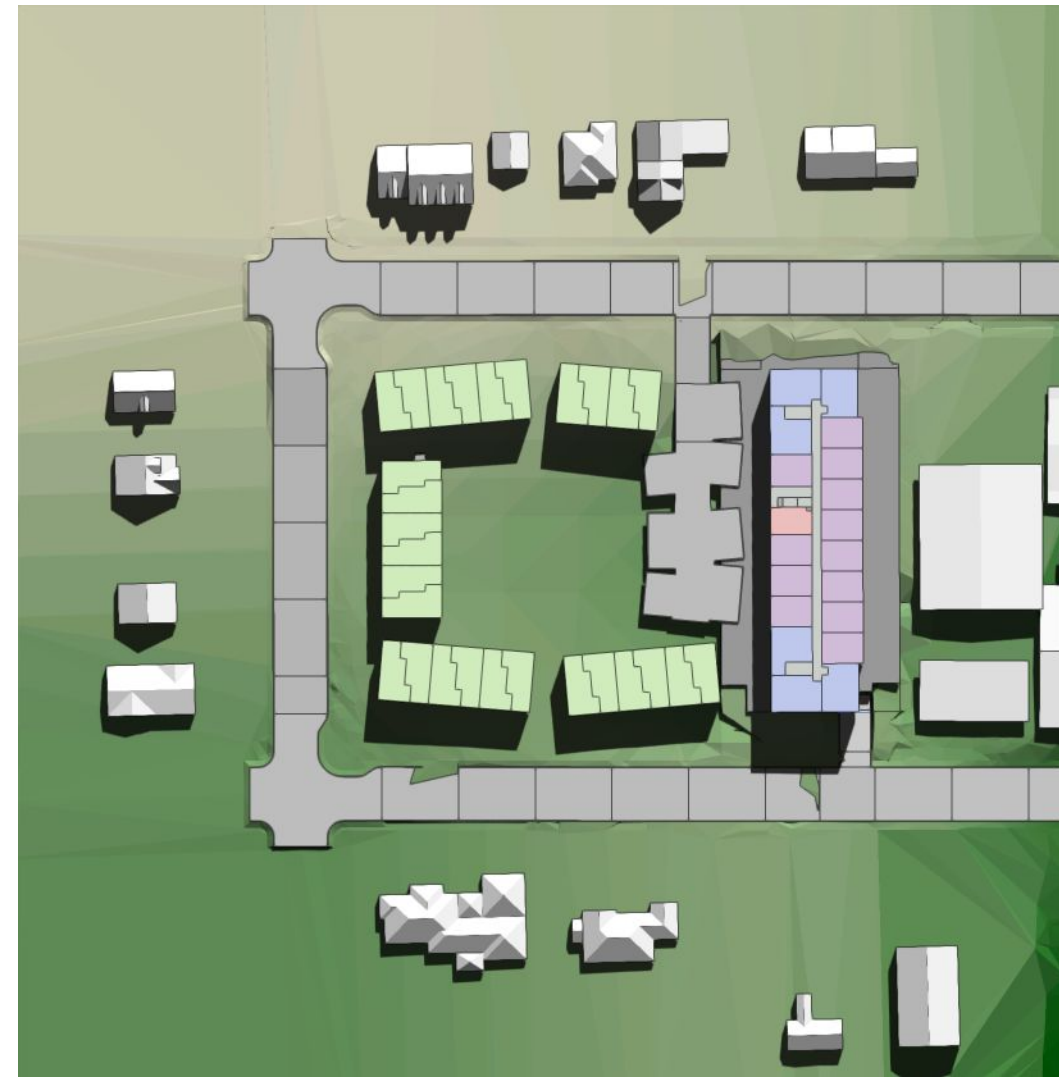
4 Spring / Autumn Equinox - 9:00am
A03.5 Scale: 1:1500



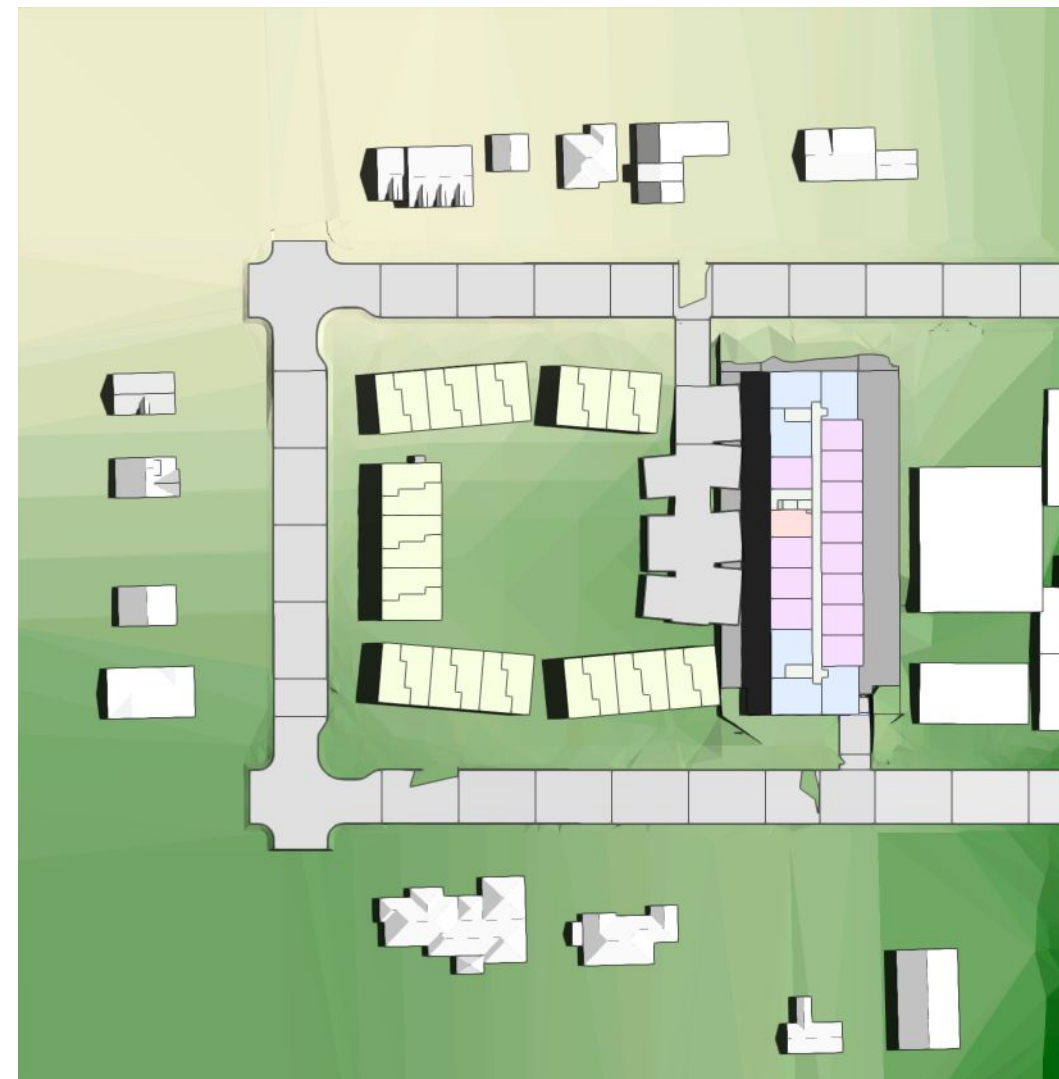
5 Spring / Autumn Equinox - 12:00pm
A03.5 Scale: 1:1500



6 Spring / Autumn Equinox - 3:00pm
A03.5 Scale: 1:1500



7 Summer Solstice - 9:00am
A03.5 Scale: 1:1500



8 Summer Solstice - 12:00pm
A03.5 Scale: 1:1500



9 Summer Solstice - 3:00pm
A03.5 Scale: 1:1500



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INC.**

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Redford Housing

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REGULAR COUNCIL AGENDA - JULY 14, 2025

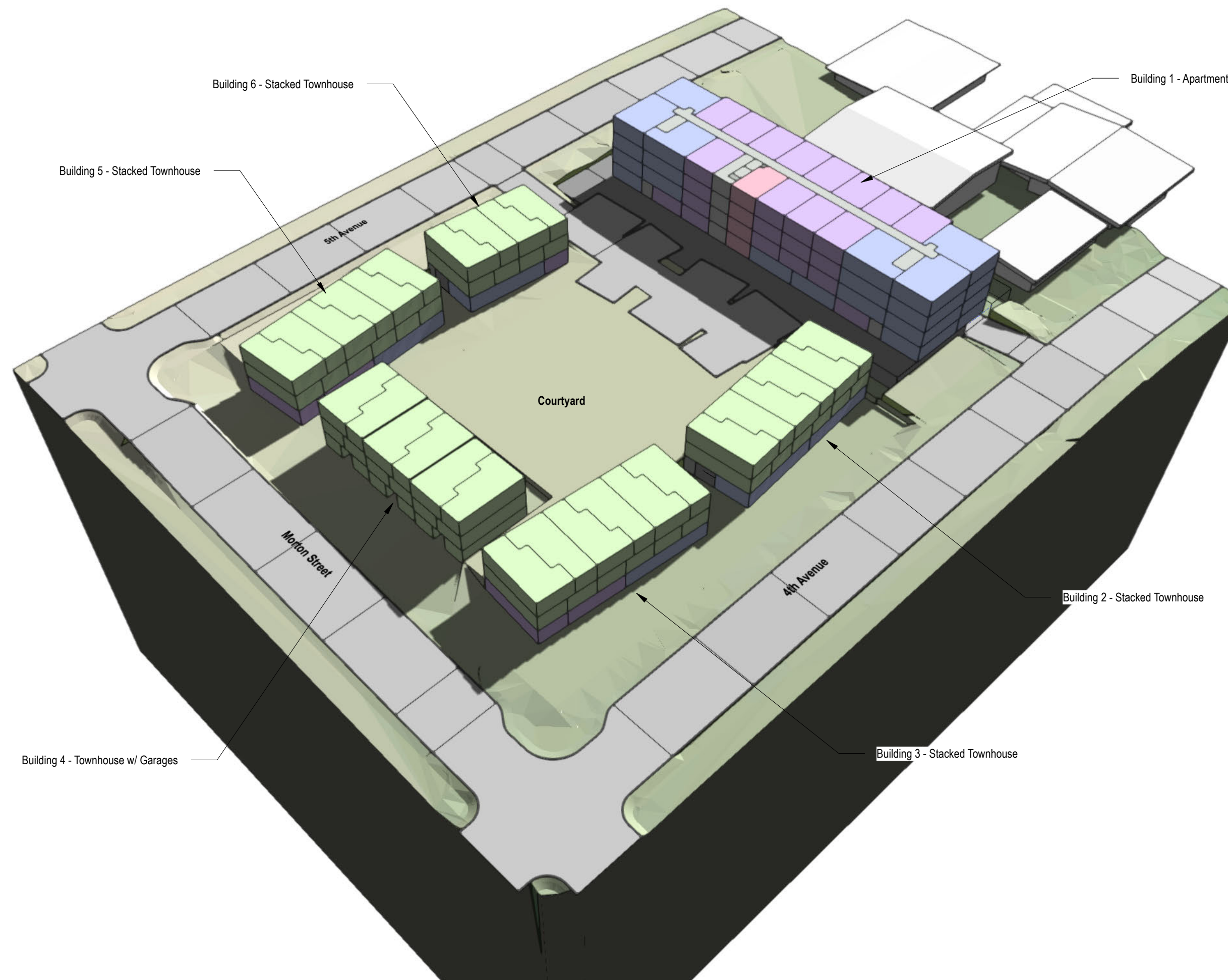
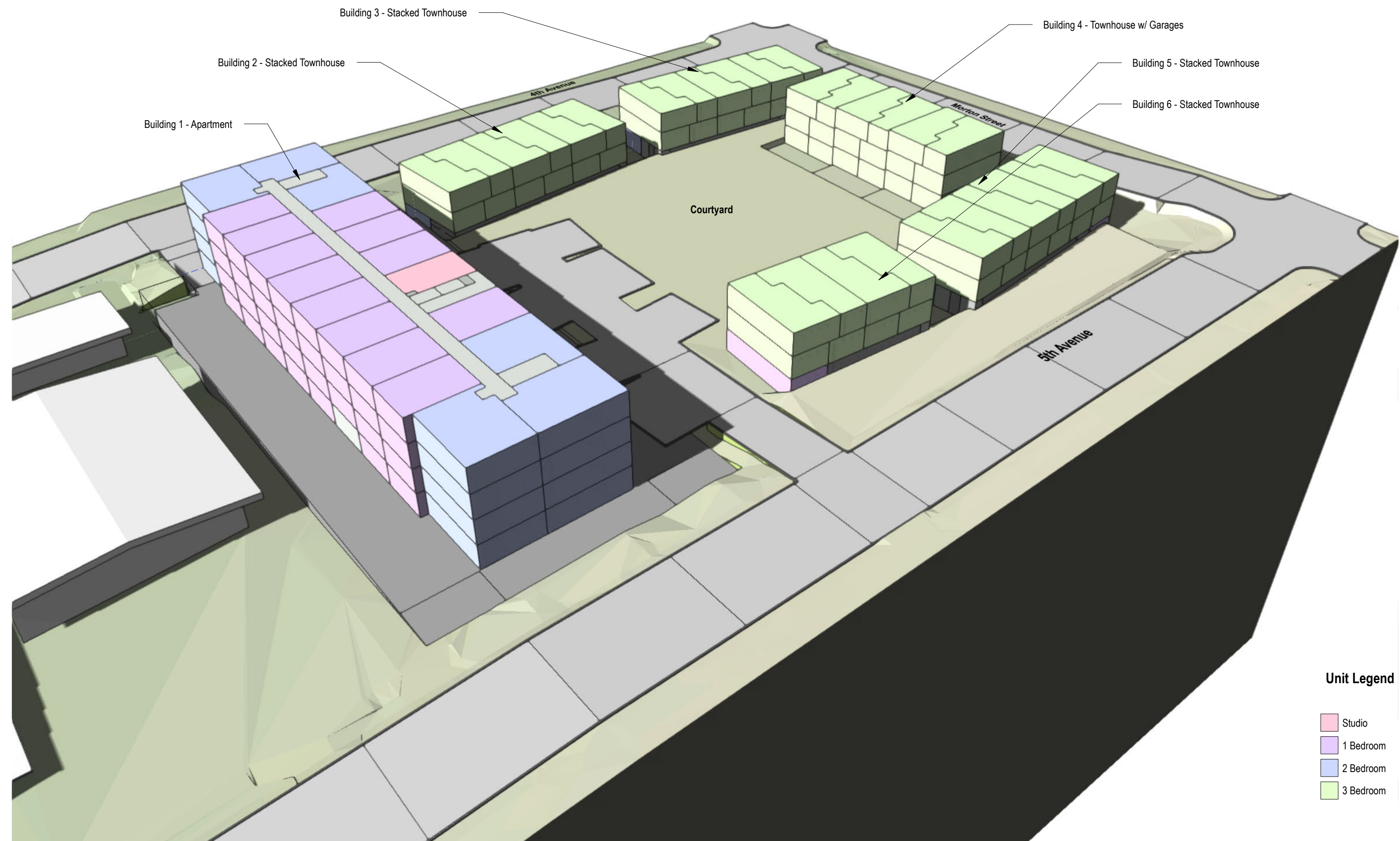
NOT FOR CONSTRUCTION – FOR REVIEW ONLY



Client	Uchucklesaht Capital Assets LP	Drawn By	dp	Reviewed By	dp	Sheet Number	A03.5
Project Number	2107	Sheet Name	Shadow Studies - Plan View			Revision	-
Scale	n/a	Date	2024.03.26	Issue No.	78	Issued For	DP R2

Seal

Apartment (Building 1)														
Level	Studio	1 Bedroom*	2 Bedroom*	3 Bedroom	Residential	Utility	Storage	Circulation	Subtotal	Parking	Total	Patios	Decks	
P	0	0	0	0	0	870	827	535	2,232	25,140	27,371	0	0	
1	1	10	6	0	10,652	42	0	2,497	13,191	0	13,191	1,872	0	
2	1	12	6	0	11,379	32	0	1,780	13,191	0	13,191	0	2,136	
3	1	12	6	0	11,379	32	0	1,780	13,191	0	13,191	0	2,136	
4	1	12	6	0	11,379	32	0	1,780	13,191	0	13,191	0	2,136	
—	4	46	24	0	44,789	1,008	827	8,372	54,996	25,140	80,135	1,872	6,408	
Subtotal Units Apartment:				74										
All areas in square feet														
* includes a single 1 bedroom accessible unit on each level (4 total)														
* includes 2 bedroom accessible units on level 1 (2 total)														
Townhouses (Buildings 2-6)														
Bldg	Studio	1 Bedroom	2 Bedroom	3 Bedroom	Residential	Utility	Storage	Circulation	Subtotal	Parking	Total	Patios	Decks	
2	0	0	2	6	9,708	32	1,842	0	11,583	0	11,583	180	1,152	
3	0	2	1	6	10,211	151	1,221	0	11,583	0	11,583	272	1,152	
4	0	0	0	6	11,732	34	0	0	11,766	0	11,766	1,986	558	
5	0	2	1	6	10,210	151	1,221	0	11,583	0	11,583	272	751	
6	0	1	1	4	6,785	32	905	0	7,722	0	7,722	182	501	
—	0	5	5	28	48,645	402	5,190	0	54,237	0	54,237	2,894	4,115	
Subtotal Units Townhouses:				38										
All areas in square feet														
Totals														
	Studio	1 Bedroom	2 Bedroom	3 Bedroom	Residential	Utility	Storage	Circulation	Subtotal	Parking	Total	Patios	Decks	
	4	51	29	28	93,435	1,410	6,016	8,372	109,232	25,140	134,372	4,766	10,523	
Total Units:				112										
All areas in square feet														
Parking Required														
	Units	Provided	Spaces/Unit						Factor	Required	Provided			
Apartment	74	86	—		Studio - 2 Bedroom				194	16,296	—			
Townhouses	38	36	—		3 Bedroom				485	13,580	—			
Total	112	122	1.09		Total				29,876	33,861	includes all deck/patio space			
1.07 spaces per dwelling unit (target)										2,777 sm	3,130 sm	includes all deck/patio space		
Total Landscaped Area														
Total Site	94,529	8,785 sm			Building 1	13,191	1,226 sm							
Total Building Area	31,326	2,896 sm			Building 2	3,861	359 sm							
Total Parking	10,290	956 sm			Building 3	3,861	359 sm							
					Building 4	3,978	354 sm							
Total Landscaped	58,642	5,450 sm*			Building 5	3,861	359 sm							
All areas in square feet unless noted in square metres (sm)										2,574	239 sm			
* area provided by Landscape Architect										Total	31,326	2,896 sm		



NW Parkade Corner - Finished Grade	64'0"	19.51m
NW Corner - Finished Grade	74'0"	22.56m
NE Corner - Finished Grade	74'0"	22.56m
SE Corner - Finished Grade	74'0"	22.56m
SE Inset Corner - Finished Grade	74'0"	22.56m
SW Inset Corner - Finished Grade	74'0"	22.56m
SW Corner - Finished Grade	74'0"	22.56m
SW Parkade Corner - Finished Grade	64'0"	19.51m
Total	572'1"	174.38m

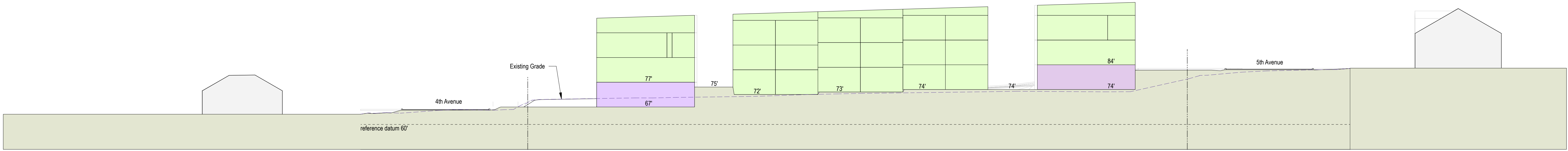
NW Corner - Finished Grade	72'0"	21.95m
NE Corner - Finished Grade	74'0"	22.56m
SE Corner - Finished Grade	74'0"	22.56m
SW Corner - Finished Grade	72'0"	21.95m
Total	292'1"	89.02m

NW Corner - Finished Grade	670"	20.42m
NE Corner - Finished Grade	754"	22.97m
SE Corner - Finished Grade	760"	23.16m
SW Corner - Finished Grade	670"	20.42m
Total	2854"	86.97m

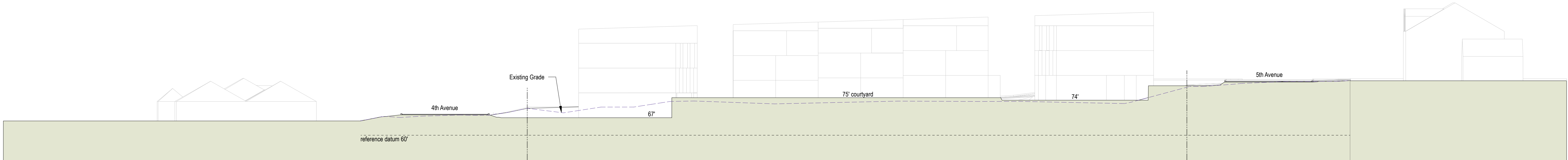
NW Corner - Finished Grade	74'0"	22.56m
NE Corner - Finished Grade	81'8"	24.88m
SE Corner - Finished Grade	82'3"	25.06m
SW Corner - Finished Grade	74'0"	22.56m
Total	311'11"	95.06m

NW Corner - Finished Grade	67'0"	20.42m
NE Corner - Finished Grade	75'6"	23.02m
SE Corner - Finished Grade	75'4"	22.97m
SW Corner - Finished Grade	67'0"	20.42m
Total	284'11"	86.83m

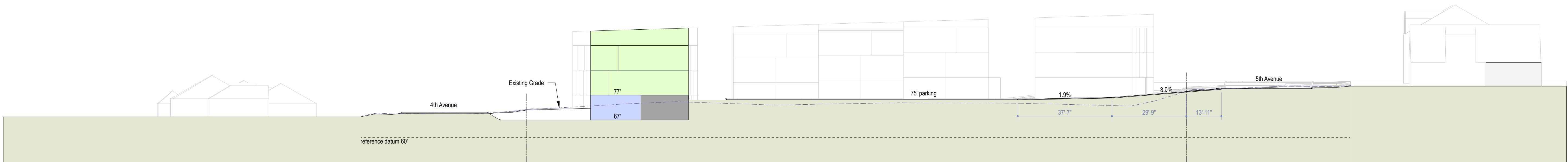
NW Corner - Finished Grade	74'0"	22.56m
NE Corner - Finished Grade	82'3"	25.06m
SE Corner - Finished Grade	81'0"	24.70m
SW Corner - Finished Grade	74'0"	22.56m
Total	311'3"	94.88m



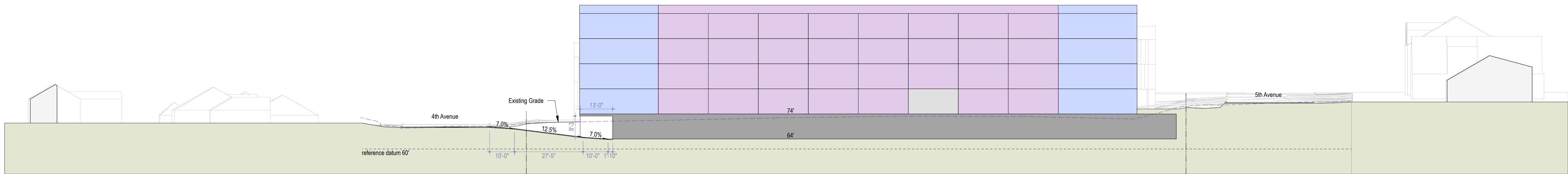
1 E/W Section
A4 Scale: 1:250



2 E/W Section
A4 Scale: 1:250



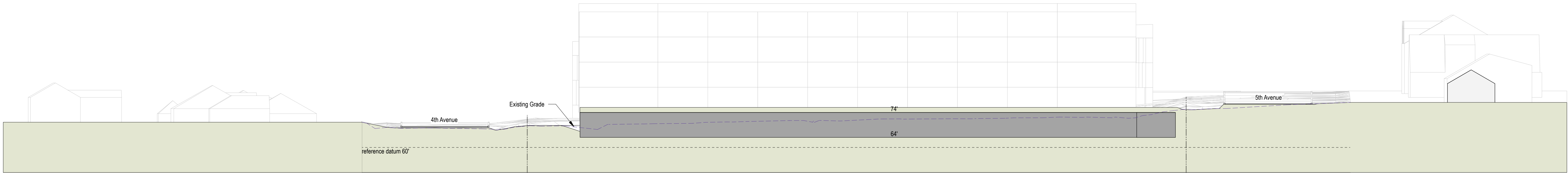
3 E/W Section
A4 Scale: 1:250



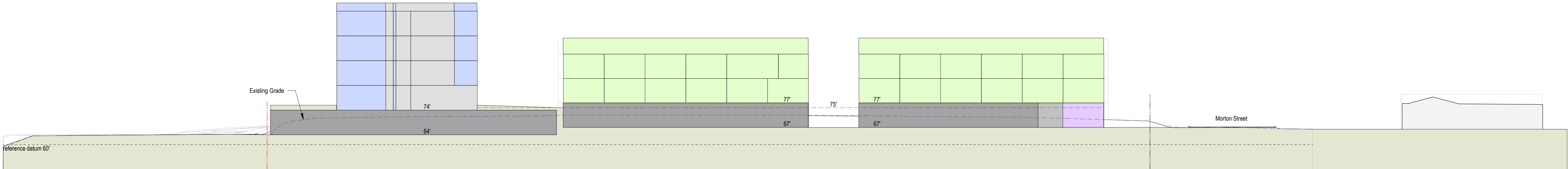
4 E/W Section
A4 Scale: 1:250

Unit Types

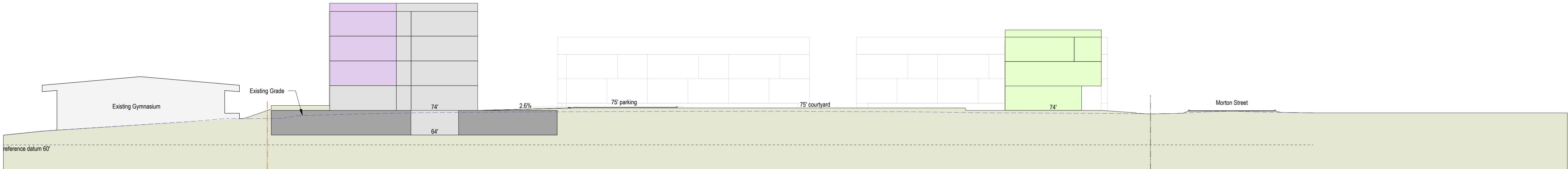
- Studio
- 1 Bedroom
- 2 Bedroom
- 3 Bedroom



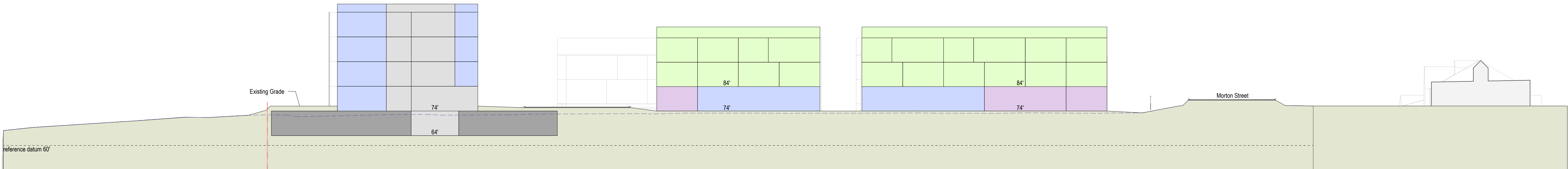
1 E/W Section
A5 Scale: 1:250



2 N/S Section
A5 Scale: 1:250



3 N/S Section
A5 Scale: 1:250



4 N/S Section
A5 Scale: 1:250

Unit Types

- Studio
- 1 Bedroom
- 2 Bedroom
- 3 Bedroom

CITY OF PORT ALBERNI

BYLAW NO. 5094

**A BYLAW TO AMEND THE OFFICIAL COMMUNITY PLAN
FOR THE CITY OF PORT ALBERNI**

The Municipal Council of the City of Port Alberni in Open Meeting Assembled Enacts as follows:

1. Title

This Bylaw may be known and cited for all purposes as "**Official Community Plan Amendment (3830 5th Avenue) Bylaw No. 5094**".

2. Official Community Plan Amendments

Respecting the following property legally described as *Lot 1, District Lot 1, Alberni District, Plan EPP114008 (PID: 031-881-327)* and located at **3830 5th Avenue** as shown outlined in bold on Schedule "A" attached hereto and forming part of this bylaw, the following amendments apply:

2.1 Schedule A (Land Use Map) that forms an integral part of Official Community Plan Bylaw, No. 4602 is hereby amended to change the designation on the property from 'Institutional' use to '**Multi-Family Residential**' use.

2.2 Schedule B (Development Permit Areas Map) that forms an integral part of Official Community Plan Bylaw, No. 4602 is hereby amended to include the property in 'Development Permit Area No. 1 (Multiple Family Residential)'.

READ A FIRST TIME this 12th day of August, 2024.

READ A SECOND TIME this 12th day of August, 2024.

A PUBLIC HEARING WAS HELD this 9th day of September, 2024.

READ A THIRD TIME this 12th day of November, 2024.

FINALLY ADOPTED this day of , 2025.

Mayor

Corporate Officer

Schedule "A" to Bylaw 5094



OCP2021-09-3830-5thAve-Uchucklesaht-AmendBylaw5094

CITY OF PORT ALBERNI

BYLAW NO. 5113

A BYLAW TO AMEND PORT ALBERNI ZONING BYLAW NO. 5105

The Municipal Council of the City of Port Alberni in Open Meeting Assembled Enacts as follows:

1. Title

This Bylaw may be known and cited for all purposes as “**Zoning Amendment (3830 5th Avenue), Bylaw No. 5113**”.

2. Zoning Text Amendments:

2.1 Adding the following text to Establishment of Zones Section 5.1:

“CD4 Comprehensive Development – 3830 5th Avenue”

2.2 Zoning Bylaw No. 5105, 2024 is hereby amended by adding the following text under Section 5:

CD4 – COMPREHENSIVE DEVELOPMENT – 3830 5th Avenue

8.4 The purpose of this zone is to provide for in-fill development of multi-residential units.

8.4.1 Permitted uses

Principal Uses

Multi-residential dwellings

Accessory Uses

Home occupation

8.4.2 Site Development Regulations

Minimum Lot Area	8,779 m ²	(94,496 ft ²)
Maximum Coverage	40%	
Minimum Setbacks:		
Front yard	4.5 m	(14.76 ft)
Rear yard	5.5 m	(18.04 ft)
Side yard (east)	3.5 m	(11.48 ft)
Side yard (west)	4.5 m	(14.76 ft)
Maximum Floor Area Ratio	1.2	
Maximum number of dwelling units	112	

8.4.3 Building Height

Maximum Height, Building 1	15 m	(49.21 ft)
Maximum Height, Buildings 2, 3, 4, 5, 6	11 m	(36.1 ft)

8.4.4 Parking

8.4.4.1 Vehicle parking must be provided at the following minimum rates:

Type	Bed(s)	Spaces per Dwelling unit
Multi-family	Studio	0.75
Multi-family	1 bed	0.75
Multi-family	2 bed	1.25
Multi-family	3 bed	1.5

8.4.4.2 Secure bicycle storage will be provided at a rate of 0.19 spaces per dwelling unit.

8.4.4.3 Driveway parking access directly onto Morton Avenue is permitted for multi-residential units described as Building 4, as an exception to section 7.4.13 of this bylaw.

8.4.5 Useable Open Space

A total of 3,130 m² of *Usable Open Space* must be provided.

8.4.6 Landscaping

8.4.6.1 Landscape screening to be provided at west property line between Building 1 and adjacent property.

8.4.6.2 Respecting Buildings 2, 3, 4, 5, and 6 privacy screening must be installed between entrances of dwelling units facing the courtyard.

8.4.7 Signage

All signage must meet the requirements for multi-family zones in Port Alberni Sign Bylaw No. 4843.

8.4.8 Conditions of Use

(a) Groups of multi-residential dwellings are permitted, as an exception to section 6.1 of this bylaw.

(b) Limits to *Home Occupation* listed as section 6.15.6(g) apply to this zone.

3. Zoning Map Amendments

3.1 The property legally described as Lot 1, District Lot 1, Alberni District, Plan EPP114008 PID: 031-881-327, and located at 3830 5th Avenue, as shown outlined in heavy black line on Schedule B attached hereto and forming part of this bylaw, is hereby rezoned from 'P1 Institutional' to 'CD4 Comprehensive Development – 3830 5th Avenue'.

3.2 Schedule "A" (Zoning District Map) which forms an integral part of Port Alberni Zoning Bylaw No. 5074 is hereby amended to denote the zoning outlined in Section 2 above.

READ A FIRST TIME this 12th day of August, 2024.

READ A SECOND TIME this 12th day of August, 2024.

A PUBLIC HEARING WAS HELD this 9th day of September, 2024.

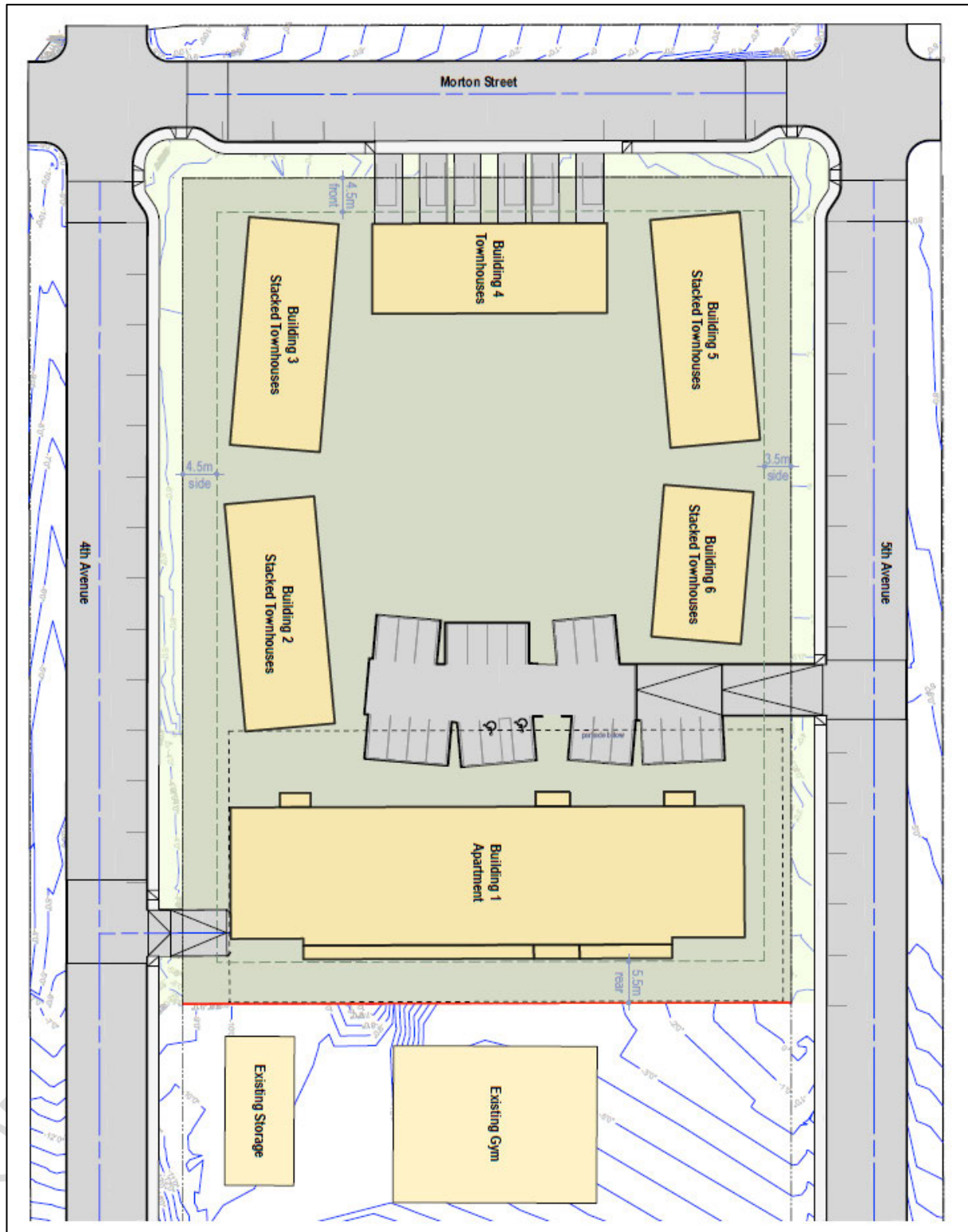
READ A THIRD TIME this 12th day of November, 2024.

FINALLY ADOPTED this day of , 2025.

Mayor

Corporate Officer

Schedule "A" to Bylaw No. 5113
Site Plan



[illegible]

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JUN 03 2025

CITY OF PORT ALBERNI



PORT ALBERNI INTERNATIONAL TWINNING SOCIETY

<input checked="" type="checkbox"/> Council	<input type="checkbox"/> Economic Development
<input checked="" type="checkbox"/> Mayor	<input type="checkbox"/> Engineering/PW
<input checked="" type="checkbox"/> CAO	<input checked="" type="checkbox"/> Parks, Rec. & Heritage
<input type="checkbox"/> Finance	<input type="checkbox"/> Development Services
<input checked="" type="checkbox"/> Corporate Services	<input type="checkbox"/> Community Safety
<input checked="" type="checkbox"/> Agenda	<input type="checkbox"/> Other _____
File #	0400-10

May 28, 2025

Dear Mayor Minions and City Council;

I am writing on behalf of the Port Alberni International Twinning Society which coordinates the sister city relationship between Port Alberni and Abashiri, Japan.

First, I'd like to sincerely thank Mayor Minions and Councillors Dustin Dame and Charles Mealey for their time and warm welcome when Shinko Tsunoda, who led the student delegation from Abashiri, visited Port Alberni in January 2025.

Second with the **upcoming 40th Anniversary of Twinning between Port Alberni and Abashiri, Japan** (February 9, 2026), we hope to work collaboratively with the City to begin to sketch out possible celebratory options to note this significant anniversary.

- Historically, on February 9, 1986 Mayor Gillian Trumper signed The Siter City Agreement.
- Adult/Student exchanges have occurred to celebrate these milestone anniversaries, both in Port Alberni and in Abashiri. My husband and I were invited by the City of PA to attend the 20th anniversary celebration dinner and the Port Alberni Twinning Society organized the 25th anniversary celebration where Mayor John Douglas officiated. In the past, PA dignitaries have attended similar functions in Abashiri.
- With the upcoming 40th Anniversary of signing The Sister City Agreement, a few members of Abashiri City Council are loosely exploring coming to Port Alberni as a symbol of ongoing friendship. **If Abashiri sends a small delegation from Abashiri City Hall to Port Alberni, how could the City of Port Alberni support?** Our local Port Alberni Sister City Society members are small in number, and without any funding, but are available and willing to physically support and help plan in collaboration with the City of Port Alberni.

Third, Dave Grant and/or Laurie Money presented at three City Hall Meetings over the last 5 years (see November 22, 2021 council meeting minutes below). Their purpose was to provide the historical background of Twinning between Port Alberni City Hall and Abashiri

City Hall and to suggest some actions the City of PA could partake in, to honour the ongoing relationship.

- In 1990 a Japanese Garden was designed and created at the Rollin Art Center grounds by Abashiri professional gardener, Mr. Kano and his workers. A pagoda and plaque remain and possibly the small rocks. I have provided pictures of the garden at the end of this letter for your reference. It appears the Rollin Art Garden is no longer accessible to the public.
- Abashiri has a beautiful garden dedicated to Port Alberni. At one of the meetings, The City of PA agreed to look into creating a similar Japanese/Abashiri garden near the memorial bench for Koubun Ohbayashi or near Starboard Gill at The Harbour Quay. **We request the creation of an Abashiri Japanese Garden be revisited in light of the upcoming 40th Anniversary and the pagoda, plaque and rocks that are currently situated at the Rolling Art grounds, be incorporated into the design of the garden.**
- Another discussed item was, that the Museum would house and display the original City Sister Agreement document, signed on Feb. 6/ 1986, along with a permanent display of gifts and other memorabilia sent from Abashiri City to City Hall. **Again, we request this proposal be reviewed.**

The PA Twinning Society members are willing to support The City as we collaborate together to honour 40 years of Twinning and student and adult Exchanges between Port Alberni and Abashiri.

Please don't hesitate to contact me for further information or to discuss how PA Twinning Society can support any initiatives between Abashiri, Japan and Port Alberni.

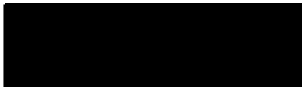
Thank you.

Sincerely,



Laurie Morphet

Vice President of the Port Alberni International Twinning Society



3. Twinning Society

Representatives Dave Grant and Laurie Money from the Twinning Society discussed the 35th Commemoration of Port Alberni and Abashiri Sister Cities and presented historical documents to Mayor and Council claiming the sistership back to the City. Council with continue to work with the Twinning Society on a number of proposals to commemorate this significant anniversary.

This is a picture of the Japanese Garden created at The Rollin Art Center. We hope the pagoda, plaque + any remaining rocks be incorporated into a new Abashiri Garden.



This is a picture of the Port Alberni Garden in Abashiri.



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JUN 23 2025

CITY OF PORT ALBERNI

<input type="checkbox"/> Council	<input type="checkbox"/> Economic Development
<input checked="" type="checkbox"/> Mayor	<input type="checkbox"/> Engineering/PW
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<input type="checkbox"/> Corporate Services	<input type="checkbox"/> Community Safety
<input checked="" type="checkbox"/> Agenda	<input type="checkbox"/> Other
File #	

RCM July 14
6630-01-2025

From: Hope Milloy <milloy.ikca@gmail.com>

Sent: Friday, June 20, 2025 1:16 PM

Subject: Request for Proclamation for Childhood Cancer Awareness Month September 2025

Good Afternoon Mayor and Council,

Island Kids Cancer Association would like to request a proclamation for the Month of September 2025 to Proclaim that month Childhood Cancer Awareness Month.

Thank you for your consideration and continued support,

Sincerely,

Hope Milloy

Administrative Coordinator

milloy.ikca@gmail.com | [778-922-6012](tel:778-922-6012)

[Donate to IKCA](#)



With gratitude we acknowledge that we live, work, and play on the unceded traditional territories of the Coast Salish, Nuuchah-nulth, Kwakwaka'wakw first peoples of Vancouver Island and surrounding islands.

Proclamations Submission

Part 1 - Contact Information

Contact Name:

Hope Milloy

Mailing Address:

Island Kids Cancer Association PO Box 20 #106-4480 West Saanich Rd. Victoria, BC, V8Z 3E9.

Contact Email:

milloy.ikca@gmail.com

Contact Phone Number:

7789226012

Part 2 - Proclamation Details

Name of your cause:

Childhood Cancer

Description of the cause:

Childhood Cancer Awareness Month September 2025

Date:

2025 / 09 / 01

Hosting local organization:

Island Kids Cancer Association

Provide a draft of your proclamation:

WHEREAS: Childhood Cancer is the number one disease killer of children in Canada, killing more children between the ages of one and twenty than Asthma, Diabetes, Cystic Fibrosis and AIDS combined. Every 2 minutes a child is diagnosed with cancer around the world every year.

AND WHEREAS: Every year more than 1700 children are diagnosed with Cancer in Canada;

AND WHEREAS: Every year in Canada over 300 children under the age of 20 years will lose their lives to cancer;

AND WHEREAS: Of the children who survive their initial cancer most will develop lifetime side effects and are much more likely to develop another form of malignant cancer

AND WHEREAS: The mental health of children and youth with cancer including their families should be paramount, and support attainable.

AND WHEREAS: Our children are our most precious resource and are truly valued by all peoples of British Columbia.



Village of Chase

PO Box 440, 826 Okanagan Ave,
Chase, British Columbia V0E 1M0

Office: 250. 679-3238
Fax: 250. 679-3070

www.chasebc.ca

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JUN 11 2025

June 5, 2025

CITY OF PORT ALBERNI

The Honourable Lisa Beare, M.L.A.
Minister of Education and Child Care
PO Box 9045 Stn Prov Govt
Victoria, BC V8W 9E2
Email: ECC.Minister@gov.bc.ca

☒ Council
☒ Mayor
☒ CAO
☐ Finance
☒ Corporate Services
☐ Agenda
☐ Economic Development
☐ Engineering/PW
☐ Parks, Rec. & Heritage
☐ Development Services
☐ Community Safety
☐ Other _____
File # 0400-61-2025

Dear Minister Beare:

RE: Funding for Public Education

At its May 27, 2025 Regular Meeting, the Council of the Village of Chase passed the following resolution:

"THAT Council write a letter to the Minister of Education and Child Care that public education is important to the Village of Chase and needs to be properly funded and copy MLA Ward Stamer and all local governments in B.C."

We write on behalf of our community to advocate for students in Chase and throughout British Columbia.

We understand that provincial governments have competing priorities to consider when allocating public funds across program areas. However, current funding levels are not sufficient to support student learning and well-being in our province.

We know that a properly funded public education system significantly improves the opportunities and outcomes for young people in our community. We call on the provincial government to address urgently needed funding for public education.

We thank you for giving thoughtful consideration to this most important issue.

Sincerely,
VILLAGE OF CHASE

David Lepsoe

David Lepsoe, Mayor, on behalf of Council



Village of Chase

PO Box 440, 826 Okanagan Ave,
Chase, British Columbia V0E 1M0

Office: 250. **679-3238**
Fax: 250. 679-3070

www.chasebc.ca

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Cc: The Honourable David Eby, M.L.A., Premier of British Columbia

The Honourable Ward Stamer, M.L.A. for Kamloops-North Thompson

All local governments in British Columbia



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

FOR IMMEDIATE RELEASE

June 16, 2025

Funding awarded to the Emergency Operations Centre to improve capacity in Alberni-Clayoquot Regional District

PORT ALBERNI – The Alberni-Clayoquot Regional District (ACRD) is pleased to announce we have received \$117,790 in grant funding to enhance the capacity of our Emergency Operations Centre (EOC) and support emergency response training across the region.

The ACRD Emergency Program coordinates emergency services, including mitigation, preparedness, response, and recovery measures for the electoral areas of Bamfield (Area A), Beaufort (Area B), Long Beach (Area C), Sproat Lake (Area D), Beaver Creek (Area E), Cherry Creek (Area F), and the City of Port Alberni. To strengthen regional preparedness, the ACRD partnered with the City of Port Alberni and the District of Tofino for this grant initiative.

The Province of British Columbia provides grant funding through the Community Emergency Preparedness Fund (CEPF). Administered by the Union of BC Municipalities, the CEPF supports local governments in strengthening emergency readiness through training, exercises, and investments in essential supplies and equipment.

“This funding for the Emergency Operations Centre will enable the Alberni-Clayoquot Regional District, along with our grant partners, to enhance situational awareness, strengthen interagency collaboration, and deliver hands-on interactive workshops and simulation exercises,” explains John Jack, Board of Directors Chair, Alberni-Clayoquot Regional District. “By investing in supplies, equipment, digital devices and training, we will ensure staff and volunteers can respond more efficiently to emergencies, protect public safety, and ensure communities across our region are better prepared for multi-jurisdictional incidents.”

The grant will support a range of capacity-building efforts, including:

- Procuring supplies, equipment, and digital devices to improve regional operational readiness,
- Purchasing office furniture, section-specific vests, and other equipment to create functional EOC workspaces,
- Expanding emergency storage units to safeguard essential supplies and improve accessibility
- Acquiring satellite communications equipment to enhance responder safety and maintain critical connectivity,
- Installing smartboards and display monitors to support real-time information sharing and improve situational awareness.

With the growing frequency and intensity of emergencies, this funding plays a vital role in strengthening

Alberni-Clayoquot Regional District - 3008 Fifth Avenue, Port Alberni, BC - 250-720-2700 - www.acrd.bc.ca
Serving Port Alberni, Tofino, Ucluelet, Treaty First Nations: Huu-ay-aht, Yuułu?il?ath, Uchucklesaht Tribe Government and Toquaht Nation and six electoral areas: "A" (Bamfield), "B" (Beaufort), "C" (Long Beach), "D" (Sproat Lake), "E" (Beaver Creek) and "F" (Cherry Creek).



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

regional resilience and readiness. It supports the ACRD's ongoing efforts to build local capacity and ensure coordinated, effective emergency response.

More information on the emergency services through the ACRD can be found at www.acrd.bc.ca/emergency-services.

-30-

For more information, please contact:
Heather Thomson, ACRD Communications Coordinator
250-206-5162 or htthomson@acrd.bc.ca

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JUN 19 2025

CITY OF PORT ALBERNI

Suite 250-4350 Still Creek Drive, Burnaby BC, V5C 0G5 Canada
t: 604-215-4702



June 19, 2025

RE: PRIMECorp Budget – User Service Fee Update

Dear Mayor and Council,

The PRIMECorp Board of Directors has approved our 2025-26 fiscal year budget and the preliminary financial forecasts for the subsequent four fiscal years (2026-27 to 2029-30). This planning cycle is in alignment with what we understand to be the financial planning cycles of the municipal, provincial and federal agencies that PRIME-BC services are provided to. We are writing to provide you with these estimates to ensure transparency and advance notice for your budgeting/planning cycles.

Earlier this year, the Board approved the dis-entanglement of technical support operations from the E-Comm technical services Master Services Agreement (“MSA”) ¹. Over the next 12 to 18 months, we will begin transitioning the majority of these services in-house, to be managed and supported directly by PRIMECorp staff (the “MSA Transition”). This decision is based on both strategic and financial considerations. E-Comm is shifting toward a managed service model that does not align with PRIMECorp’s operational requirements, making this the right time to assume greater responsibility for our own technical services. This will further position PRIMECorp to be more agile and responsive to the needs of our clients. Our top priority throughout this transition is to maintain the high level of service delivery our clients and stakeholders expect. We are committed to ensuring minimal disruption as we move away from E-Comm-supported technologies.

From a financial standpoint, continuing with E-Comm would likely involve significant cost increases under any new agreement. Transitioning these services in-house will result in a more financially sustainable path forward.

To alleviate the impact to our agencies this fiscal year, we aligned the User Service Fee for the 2025-26 fiscal year to our strategic financial plan and maintained the increase to 6%² (as was previously communicated); the additional resources and investments required for the MSA Transition in the 2025-26 fiscal year will be funded from PRIMECorp’s Net Financial Assets (“Reserve”); however, future User Service Fees will need to account for the recovery of the additional MSA Transition resources and investments.

¹ PRIMECorp currently holds a contract with E-Comm for the provision of several critical technology services, including corporate IT support, network infrastructure, and initial service desk response. This contract is set to expire on March 31, 2026

² The User Service Fee for the 2026-27 fiscal year is \$1,570 per officer (increase of 6% from \$1,481 per officer).

☒ Council
☒ Mayor
☒ CAO
☒ Finance
☒ Corporate Services
☐ Agenda
File # 7400-01

☐ Economic Development
☐ Engineering/PW
☐ Parks, Rec. & Heritage
☐ Development Services
☐ Community Safety
☐ Other RCMP

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Suite 250-4350 Still Creek Drive, Burnaby BC, V5C 0G5 Canada
t: 604-215-4702



As endorsed by the Finance Advisory Committee³, the Board of Directors approved the recovery of the MSA Transitions costs over a 2-year period, with an annual increase of 9% in the next 2 fiscal years (2026-27 and 2027-28 fiscal years). Subsequently, annual escalations of the User Service Fee will re-align to a more modest increase, accounting for inflationary cost pressures and building up our Net Financial Assets to ensure financial sustainability of the organization.

Fiscal Year	% increase	User Service Fee
2025-26	6%	\$ 1,570
2026-27	9%	\$ 1,711
2027-28	9%	\$ 1,865
2028-29	5%	\$ 1,959
2029-30	5%	\$ 2,057

We hope this additional information is of assistance to your organization during the budget planning process. We will continue with our practice of advising stakeholders of approved budgets on an annual basis.

Sincerely,

Matthew Brown
Chair, PRIMECorp Board of Directors

³ The Finance Advisory Committee provides input to PRIMECorp's Board of Directors and is made up of 5 senior finance representatives from stakeholder agencies: 1/ Nancy Eng, VPD – Chair, 2/ Meline Aghakian/Julianna Tsang – RCMP, 3/ Billy Castillo – Police Services, 4/ Jacqueline Dairon – New Westminster PD, 5/ Donna Phillips – Victoria PD

Cc: C/Supt. Wendy Mehat, President, BC Association of Chiefs of Police

Municipal Police Chiefs

Officers in Charge, RCMP Detachments

PRIMECorp Board of Directors:

- Matthew Brown, Executive Director, Municipal Policing Governance and Community Safety Division, Policing and Security Branch
- Jason Jachinsky, Director General IMT, RCMP
- Gord Klassen, Councillor, City of Fort St. John
- Darrell Underwood, Deputy Chief Constable, Saanich Police Department
- Dwayne McDonald, Deputy Commissioner, RCMP
- Todd Matsumoto, Deputy Chief Constable, Surrey Police Service
- Tyrone Sideroff, Superintendent of Information Services, Support Services Division, Vancouver Police Department
- Kim Singh, Manager, Police Services, City of Coquitlam
- David Stuart, CAO, District of North Vancouver

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JUN 25 2025

CITY OF PORT ALBERNI



<input checked="" type="checkbox"/> Council	<input checked="" type="checkbox"/> Economic Development
<input checked="" type="checkbox"/> Mayor	<input type="checkbox"/> Engineering/PW
<input checked="" type="checkbox"/> CAO	<input type="checkbox"/> Parks, Rec. & Heritage
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File # RCM July 14
0400-20-MLA

June 24, 2025

1308593

Via email: annie.o'connor@portalberni.ca

Their Worship Sharie Minions
City of Port Alberni

Dear Mayor Minions,

Thank you for your letter of March 11, 2025, regarding the Farmers' Market Nutrition Coupon Program (FMNCP). I appreciate hearing directly from you about the positive impact this program has had on local farmers, the agricultural sector in the Alberni-Clayoquot Regional District, and households with lower incomes over the past year.

I'm pleased to share that the BC Association of Farmers' Markets has received \$4.25 million from the Ministry of Health to continue delivering the FMNCP this year. This funding will help over 8,500 lower-income households in approximately 90 communities across the province access nutritious foods at local farmers' markets.

Thank you again for taking the time to write and share your perspective.

Sincerely,

Josie Osborne
Minister

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JUN 26 2025

CITY OF PORT ALBERNI

From: City of Port Moody - Council Executive Assistant <councilea@portmoody.ca>

Sent: June 26, 2025 5:55 PM

To: Sharie Minions <sharie_minions@portalberni.ca>; Cindy Solda <cindy_solda@portalberni.ca>; Dustin Dame <Dustin_Dame@portalberni.ca>; Todd Patola <Todd_Patola@portalberni.ca>; Charles Mealey <Charles_Mealey@portalberni.ca>; Debbie Haggard <debbie_haggard@portalberni.ca>; Tom Verbrugge <tom_verbrugge@portalberni.ca>

Subject: UBCM Resolution: Supporting Housing Affordability Through Taxation Changes and Financial Commitment - City of Port Moody

Good afternoon Mayors and Councillors

Please find attached the UBCM Resolution regarding the Supporting Housing Affordability Through Taxation Changes and Financial Commitment.

Best

Tanya

Tanya Hurley

Executive Assistant to Mayor and Council, City of Port Moody

604-469-4501 (t)

thurley@portmoody.ca | www.portmoody.ca

<input checked="" type="checkbox"/> Council	<input type="checkbox"/> Economic Development
<input checked="" type="checkbox"/> Mayor	<input type="checkbox"/> Engineering/PW
<input checked="" type="checkbox"/> CAO	<input type="checkbox"/> Parks, Rec. & Heritage
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<input checked="" type="checkbox"/> Agenda	<input checked="" type="checkbox"/> Other <u>EA</u>
File #	<u>RCM July 14</u> <u>0390-20-UBCM</u>

We carry out our business on the ancestral and unceded homelands of the kwikwəḷəm (Kwkwetlem), səliwətaḷ (Tsleil-Waututh), xʷməθkʷəy̓əm (Musqueam), Skwxwú7mesh (Squamish), q̓ícəy̓ (Katzie), q'wá:n' ɬ'ən' (Kwantlen), q̓iq̓éy̓t (Qayqayt), and Stó:lō (Sto:lo) Peoples, and extend appreciation for the opportunity to work on this territory

CONFIDENTIALITY NOTICE: This message, including any attachments, contains information intended for a specific individual and purpose. It is the property of the City of Port Moody and should be treated as confidential. If you are not the intended recipient, or a person responsible for delivering it to the intended recipient, please notify the sender immediately and destroy all copies of this e-mail and any attachments. Please be advised that correspondence with any government body, including City of Port Moody Council and staff, is subject to disclosure under the Freedom of Information and Protection of Privacy Act.

CERTIFIED RESOLUTION

This is to certify that the following is the resolution made by the Council of the City of Port Moody at the Regular Council meeting held June 10, 2025 regarding UBCM Resolution – Supporting Housing Affordability Through Taxation Changes and Financial Commitment:

THAT the following resolution be endorsed and forwarded for consideration at the 2025 UBCM convention as recommended in the report dated June 10, 2025, from the Community Development Department – Policy Planning Division regarding UBCM Resolution – Supporting Housing Affordability Through Taxation Changes and Financial Commitment:

WHEREAS housing affordability is impacted by the rising cost of housing for both rental and ownership, and incomes have not kept up to the cost of living across the province;

THEREFORE, BE IT RESOLVED THAT UBCM advocate to the Ministry of Housing and Municipal Affairs and BC Assessment Authority to support housing affordability through taxation changes and financial commitment by undertaking the following:

- adjust the assessment value of unbuilt density on property values of rental developments and explore variable tax rates for land and improvement to help control land price escalation and speculation;*
- amend property taxation regulations to allow for variable property taxation rates and allow for progressive property taxation by class, value and use; and*
- increase renter protections and supports by sufficiently funding Provincial enforcement to support tenants and minimize displacement, including the power to issue orders to landlords to address standards of maintenance deficiencies, as well as enhanced Residential Tenancy Branch processes to improve response times and lower the burden on tenants.*

AND THAT a copy of the resolution be sent to all UBCM municipalities.



Stephanie Lam
City Clerk & Manager of Legislative Services

Dated at Port Moody, BC this 12th day of June, 2025.



City of Port Moody

Report/Recommendation to Council

Date: June 10, 2025
Submitted by: Community Development Department – Policy Planning Division
Subject: UBCM Resolution – Supporting Housing Affordability Through Taxation Changes and Financial Commitment

Purpose

To propose UBCM resolutions advocating for taxation change and financial commitments to support housing affordability, variable property taxation and to increase renter protection and supports, as outlined in Port Moody's Housing Action Plan (2022).

Recommended Resolution(s)

THAT the following resolution be endorsed and forwarded for consideration at the 2025 UBCM convention as recommended in the report dated June 10, 2025, from the Community Development Department – Policy Planning Division regarding UBCM Resolution – Supporting Housing Affordability Through Taxation Changes and Financial Commitment:

WHEREAS housing affordability is impacted by the rising cost of housing for both rental and ownership, and incomes have not kept up to the cost of living across the province;

THEREFORE, BE IT RESOLVED THAT UBCM advocate to the Ministry of Housing and Municipal Affairs and BC Assessment Authority to support housing affordability through taxation changes and financial commitment by undertaking the following:

- adjust the assessment value of unbuilt density on property values of rental developments and explore variable tax rates for land and improvement to help control land price escalation and speculation;
- amend property taxation regulations to allow for variable property taxation rates and allow for progressive property taxation by class, value and use; and
- increase renter protections and supports by sufficiently funding Provincial enforcement to support tenants and minimize displacement, including the power to issue orders to landlords to address standards of maintenance deficiencies, as well as enhanced Residential Tenancy Branch processes to improve response times and lower the burden on tenants.

Background

In April 2019, the Ministry of Municipal Affairs and Housing introduced new legislation under Part 14 of the *Local Government Act*. The new regulation required local governments to complete Housing Needs Reports by 2022 and every five years thereafter. The purpose of the legislation was to: enable the provincial government to gain an understanding of recent changes in demographics and housing and provide important context to plan for future housing needs; enable municipalities to better understand the current and future housing needs.

In 2021, the City completed its first [Housing Needs Report](#) (HNR) which noted the gaps between the housing options that are available and the housing preferences of residents. A lack of both market and non-market housing and increasing housing prices means that many residents are facing challenges with finding affordable housing with enough bedrooms and in good condition.

As a response to the 2021 HNR, in 2022, Council endorsed the City's [Housing Action Plan 2022-2032](#) (HAP). This 10-year plan addresses the housing gaps and needs of Port Moody's current and future residents identified in the HNR.

In the HAP, four strategic directions were identified to guide the implementation of over 30 actions including:

- Improve Affordability;
- Catalyze Rental Housing;
- Diversify Housing; and
- Be a Housing Champion.

This report and its recommendations support the fourth action noted under strategic direction, Be a Housing Champion. Actions focus on advocacy for legislative changes, convening partners and initiating collaboration, sharing information, and engaging with the community. The following three actions were identified in the City's Housing Action Plan that the City could advocate to UBCM on housing issues:

- Action 24: Advocate to the Union of British Columbia's Municipalities for BC Assessment Authority to support housing affordability through its treatment of unbuilt density, and to explore land value taxation.
- Action 25: Advocate to Union of British Columbia's Municipalities for the Provincial government to amend property taxation regulations.
- Action 26: Advocate to Union of British Columbia's Municipalities for the Provincial government to increase renter protections and support.

While new Provincial legislation introduced in 2023 has required changes to facilitate the creation of more housing and reporting related to housing needs in communities across BC, the need for continued advocacy related to housing affordability and renter protections and supports remains.

The deadline for submitting resolutions to UBCM is June 15, 2025.

Discussion

The 2021 HNR identified challenges for housing affordability in Port Moody. In 2023, amendments to the *Local Government Act*, including the adoption of *Bill 44 – 2023: Housing Statutes (Residential Development) Amendment Act, 2023*, made changes to the timing and requirements for Housing Needs Reports. Municipalities and regional districts were required to prepare Interim Housing Needs Reports by January 1, 2025, using a provincially prescribed Housing Need Report Method to identify the 5- and 20-year housing need in their communities.

In December 2024, the City completed the [Interim Housing Needs Report](#) to understand the housing units required to meet current and anticipated needs for the next 5 and 20 years. The needs identified further underscore the importance of advocating to senior levels of government to address housing affordability for current and future residents.

This section provides additional information to BC Assessment Authority and focuses on the importance of each advocacy action and related sub-actions as identified in the Port Moody Housing Action Plan:

Action 24: Advocate to the Union of British Columbia's Municipalities (UBCM) for BC Assessment Authority to support housing affordability through its treatment of unbuilt density and to explore land value taxation.

- 24.1 Advocate to BC Assessment Authority to not assess the value of unbuilt density in rental properties.
- 24.2 Advocate for BC Assessment Authority to study the benefits of land value taxes to control land price escalation and speculation through applying variable tax rates to land and improvement.

Currently, property assessments completed by BC Assessment Authority are based on the full development potential of a site under the Official Community Plan. For example, if land is designated in the City's Official Community Plan to permit development on a site up to six storeys in height but the existing property is developed to three storeys (e.g. under existing zoning), the land valuation is based on the higher redevelopment potential of six storeys. Pre-zoning of the land, where the site has been zoned to the higher level but has not yet been issued a Building Permit to be constructed would also understood to be valued at the higher level.

This could play a key role in the retention of existing rental stock. By focussing assessed value on the existing building on site and leaving the unbuilt potential out, this could result in lowering the payable taxes and thereby reduce the pressure on existing affordable rental stock to be redeveloped.

Further, under BC Assessment Authority's current nine property classes and four assessment approaches, there is no explicit category or subcategory for market rental or affordable housing. For assessment approaches, active rental is listed under the Income approach but there is no approach identified for assessing the market value specific to affordable housing. Therefore, the City is also advocating for BC Assessment Authority to explore alternative tools or processes in their valuation of specific properties that meet the criteria for affordable housing and in particular the effect of unbuilt density on assessments for these properties.

Another alternative tool that the City is advocating for BC Assessment Authority to study is land value taxation (LVT). Land value taxation is a levy on the value of land without regard to buildings, personal property and other improvements upon. It has been used throughout Denmark, Singapore, Taiwan and other countries around the world. LVT provides a fiscal mechanism to incentivize improvements to property for housing and other purposes and creates an impediment to holding vacant property for speculative purposes.

LVT differs from property tax as property tax, which is based on the value of both land and improvements, which may discourage construction, maintenance and repairs as taxes increase based on the value of property improvements. However, additional study is required as high land value tax rates may still have challenges in implementation. Should BC Assessment Authority study LVT and provide the information to municipalities, local governments could review the applicability of this approach in combination with the annual assessments and tax accordingly in a manner to help preserve affordable housing in Port Moody.

Action 25: Advocate to UBCM for the Provincial government to amend property taxation regulations.

- 25.1 Advocate to UBCM for the Provincial government to allow for variable property taxation rates.
- 25.2 Advocate to UBCM for the Provincial government to allow progressive property taxation by class, value, or use.

In alignment with Action 24.2 which requests that BC Assessment study the effect of LVT and how applying variable tax rates could control escalation and speculation, the City could request UBCM to advocate to the Province's Infrastructure and Finance Branch to continue to expand variable property taxation rates and allow for progressive property taxation by class, value or use.

The 2018 BC Budget introduced several new taxes in support of an affordable housing agenda. The taxes, along with new spending measures and renter protections, were part of the government's [Homes for BC](#) 30-point housing plan and included:

- Higher provincial property taxes (Additional School Tax) for homes assessed at more than \$3 million.
- New 5% top rate above \$3 million for the Property Transfer Tax.
- Increased foreign buyers' tax (Additional Property Transfer Tax) from 15% to 20%.
- A new Speculation and Vacancy Tax of 2% of assessed value for foreign owners and "satellite families" (who derive most of their income outside of Canada and pay little Canadian income taxes) and 0.5% for Canadians with vacant properties.

While these taxes have raised revenues which could be used to support affordable housing, advocating to the Province to allow for amendments to BC Assessment Authority's nine property classifications and four assessment approaches could allow for variable or progressive property taxation to provide potentially greater financial support for affordable housing.

Variable property taxation rates would work by establishing sub-classifications within each property class and by identifying a prescribed assessment approach specific to affordable housing.

A progressive property tax system would allow the Province, or it could be implemented at a regional or municipal level if given legal authorization by the Province, to establish multiple brackets within each class to raise revenues for affordable housing initiatives. For example, higher valued properties could potentially be taxed at higher rates – a million-dollar property could be taxed at 7% and a two-million-dollar property could be taxed at 8%.

The suggestions the City is advocating for with variable taxation rates are not entirely new. Currently, variable rate taxation exists between different property classes. For example, Class 1: Residential is taxed at a different rate from Class 6: Business and Other. Furthermore, BC Assessment Authority introduced a new classification method in 2007 which permits “strata accommodation properties” to be split-classified between Class 1 and Class 6 to more accurately reflect the dual nature of these properties (i.e., personal residential and commercial rental unit).

However, beyond these slight variations, the current assessment rates for all properties within the same class do not vary. Therefore, to support housing affordability in Port Moody, the categories in Class 1, such as strata properties, single-family residences and affordable housing, could be separated out and assessed differently to allow for variable tax rates. There is no classification specific for rental housing, and this may be a category worth including given that over 30% of people living in BC are reported by Statistics Canada to rent their homes.

Action 26: Advocate to UBCM for the Provincial government to increase renter protections and support.

- 26.1 Advocate for establishing sufficiently funded active enforcement to support tenants and minimize displacement, including the power to issue orders to landlords to address deficiencies.
- 26.2 Advocate for the exploration of an enhanced Residential Tenancy Branch process with significantly improved response times, less sophistication required for navigating a successful process, and a lower burden on tenants.

In Port Moody's Housing Action Plan (2022), Action 26 focuses on advocating to the Province through the Residential Tenancy Branch (RTB) to increase support for tenants as municipalities may not have the resources nor the authority to do so in an effective manner. This includes improvements to the dispute resolution process to ensure it is working efficiently to meet landlord and tenant needs.

Since Action 26 was endorsed, some progress has been made at the provincial and municipal level. In 2023, the Province announced Homes for People, an action plan to meet the challenges of today and deliver more homes for people, faster. The Province also added 50 new positions, including the doubling of the Compliance and Enforcement Unit of the RTB.

According to the Province, these investments have reduced wait times. In April 2025, the Ministry of Housing and Municipal Affairs shared a news release to advise the RTB wait times for renters and landlords were reduced by an average of 70% since November 2022. For dispute resolutions which used to take almost three months, hearings are being heard in approximately one month.

Through the proposed UBCM resolutions, the City is continuing to advocate for the Province to continue their investments in protection and enforcement measures to protect renters and their health as it has been shown to improve response rates.

The City has implemented changes as well. In 2025, the City adopted [Standards of Maintenance Bylaw No. 3467](#). The purpose of this Bylaw is to provide the City with the mechanisms to require improvements for rental properties where tenants are living in unsafe and/or unhealthy accommodations. While tenants with unit maintenance and repair issues that have not been rectified by the landlord have pursued the [Repairs and maintenance – Province of British Columbia \(gov.bc.ca\)](#) path which the RTB enforces, municipal standards of maintenance bylaws can address problems in a more expeditious manner. While tenants can pursue both the municipal bylaw path and RTB, the responsibility of enforcement should primarily be with the Province.

In conclusion, housing affordability is a dominant concern for Port Moody. In 2021, 1 in 5 Port Moody residents lived below the standard of measure of affordability and spent greater than 30% of their income towards housing costs. It is believed that such housing affordability issues continue to exist for residents in 2025 and beyond. Advocating for policies, taxation changes and financial commitments at the Provincial level is essential for municipalities to have the tools to support affordable housing.

Other Option(s)

THAT the report dated June 10, 2025, from the Community Development Department – Policy Planning Division regarding UBCM Resolution – Supporting Housing Affordability Through Taxation Changes and Financial Commitment be received for information.

Financial Implications

While Actions 25 and 26 should be net neutral for the City's property tax collection, if the Province were to provide local governments with additional financial tools, the tax burden will shift to different sources and may result in a complex municipal tax schedule.

Communications and Civic Engagement Initiatives

There are no communication and civic engagement initiatives associated with this report.

Council Strategic Plan Goals

The recommendations in this report align with the following Council Strategic Plan Goal(s):

- Strategic Goal 3.1 – Create complete and connected communities through balanced growth

Report Author

Shareen Chin, RPP, MCIP, PMP
Social Planner I

Report Approval Details

Document Title:	UBCM Resolution – Supporting Housing Affordability Through Taxation Changes and Financial Commitment.docx
Attachments:	
Final Approval Date:	Jun 2, 2025

This report and all of its attachments were approved and signed as outlined below:

Tracey Takahashi, Deputy Corporate Officer - May 28, 2025

Mary De Paoli, Manager of Policy Planning - May 29, 2025

Suzanne Smith, General Manager of Community Development - May 30, 2025

Tyson Ganske, Deputy Chief Financial Officer - Jun 2, 2025

Stephanie Lam, City Clerk and Manager of Legislative Services - Jun 2, 2025

Lindsay Todd, Manager of Communications and Engagement - Jun 2, 2025

Paul Rockwood, General Manager of Finance and Technology - Jun 2, 2025

Kate Zanon, Deputy City Manager - Jun 2, 2025

Anna Mathewson, City Manager - Jun 2, 2025

MINUTES OF THE AUDIT COMMITTEE
Tuesday, February 25, 2025 @ 9:30 AM
City Hall Council Chambers | 4850 Argyle Street, Port Alberni, BC

PRESENT: Councillor C. Solda, Chair
Councillor D. Dame
Councillor T. Patola

STAFF: A. McGifford, Director of Finance
M. Fox, Chief Administrative Officer
S. Darling, Director of Corporate Services
T. Feltrin, Recording Secretary

GALLERY: 3

A. CALL TO ORDER & APPROVAL OF THE AGENDA

The meeting was called to order at 9:30 AM.

MOVED AND SECONDED, THAT the agenda be approved with the addition of an updated copy of page 12 of the Capital Plan.

CARRIED

B. ADOPTION OF MINUTES

MOVED AND SECONDED, THAT the minutes of the Audit Committee meeting held on November 26, 2024, be adopted, as presented.

CARRIED

C. UNFINISHED BUSINESS

The Director of Finance provided additional information requested at the November 26, 2024 Audit Committee Meeting.

- Is there a summary of the projects using Growing Communities Fund grant?
Going forward all projects will be listed.
- Line 15210 – Fines and Parking Tickets; the YTD is the same amount, why?
\$134,000 in fines in 2024, the Financial Plan has been adjusted.
- Line 23121 – Engineering Consulting Services; why is it up 229.62%?
Consulting services for Developments that were not in the capital plan (small lot subdivision) and Argyle Street engineering
- Payment to Co-op for landscaping?
The payment was returning landscaping deposit to Co-op.
- Line 15320 – Rentals; why is it up 224%?
Market adjustment to rentals for rent for Childcare Centre, Harbour Quay rentals etc.

D. QUARTERLY ANALYSIS OF MAYOR AND COUNCIL TRAVEL + DEVELOPMENT EXPENSES

The Director of Finance provided an overview of Mayor and Council travel and development expenses up to December 31, 2024.

Members inquired as follows:

- Councillor Dame attended the Affordable Housing Conference on December 9, 2024 and has an expense of \$2,190.92, on December 11, 2024 the RCM Conference with an expense of \$161.00, what are these expenses?

Councillor Dame responded that \$2,190.92 was for registration and hotel, \$161.00 was for the banquet dinner.

E. REPORTS

General Fund - Revenue

The Director of Finance provided a summary of the General Revenue Fund as follows:

- General Purposes – taxes up slightly.
- Class 5 to Class 2 utilities.
- Law Enforcement under budget; we hadn't received the rent.
- Economic Development overage due to grants received.
- Rentals are up due to charging market value.
- Recreation Services saw increases over plan for the additional games from the Bulldogs playoff run, these revenues offset some of the additional expenditure for the additional services in 2024.
- Fines and Parking Tickets are over budget due to enforcement at the Port Pub.

Members inquired as follows:

- Did the Museum not receive all of their grants in 2024?
\$65,000 is the usual grant amount.

General Fund - Expenditures

The Director of Finance provided a summary of the General Revenue Fund Expenditures as follows:

- Chief Administrative Officer and Corporate Services are under budget due to vacancies.
- Bylaw Enforcement is over due to the Port Pub expenses.
- Administration is under but expected to balance out.
- By-Election was an unexpected expense as noted.
- RCMP collective agreement saw increases not planned for; the Collective Agreement increases, including the signing bonus.
- Fire Protection – Fire crew collective agreement higher than budgeted.
- Line 23110 – Engineering Administration higher due to allocation of positions.
- Line 23121 – Engineering Consulting Services higher due to Argyle Street improvements.
- Public Works roof expense – borrowing from water fund to cover this expense.
- Line 26132 – Consulting Services – OCP – this included all consulting services, grant funding of \$200,000 will be coming.
- Line 26235 – Economic Development – grant funding coming, revenue matching.
- Multiplex had some additional expenses.
- Line 27510 – Museum Services – under due to position vacancy.
- Line 27515 – Museum Programs – Curatorial – over budget.
- Interest & Debt Servicing – still looking at completing this, finalizing still needs to be done.

Sewer Revenue Fund Update

The Director of Finance provided a summary of the Sewer Revenue Fund as follows:

- Increasing rates annual still haven't achieved full revenue, close but not where we would like it to be.
- Line 108220 – Transfer to Sewer Capital Fund – slightly under budget.

Water Revenue Fund Update

The Director of Finance provided a summary of the Water Revenue Fund as follows:

- Water is starting to get a healthy reserve fund.

Capital Funds Update

The Director of Finance provided a summary of the Capital Projects as follows:

- Many items have been completed. The Somass development will remain on until the sale of the land.
- ERRF fund expended, supply chain is getting back to normal.
- Burde Street work just starting.
- Connect the Quays – there is \$551,687 remaining.
- Train Station receiving additional funding from leased properties revenue fund.

Members inquired as follows:

- Does the City still put old vehicles up for auction? What happens to old vehicles?
The manager will look at the best options, that might be selling the vehicle or trading it in.
- Do we have a Fleet Manager that looks after the fleet?
Yes.

F. VENDOR CHEQUE REGISTER REPORT

The Director of Finance provided an overview of the vendor cheque register report from October 1, 2024 to December 31, 2024.

- Payment to Bakers Dozen.
EFAP annual lunch.
- Payment to Dog Mountain Brewery.
Employee coffee fund [paid by staff] and Bulldogs games concession.
- Payment to Dry Creek Townhouse.
Director of Finance will look into this item.
- Payment to Todd Patola.
Travel reimbursement – UBCM.

G. INVESTMENTS REPORT

The Director of Finance provided a verbal overview of the City's investment portfolio as of December 31, 2024.

H. OTHER COMPETENT BUSINESS

I. QUESTION PERIOD

R. Smith inquired as follows:

- San Group has two significant properties in town where does uncollected taxes get allocated?
The plan would be to receive the property taxes at some point once the issue is resolved.
- Fire Crew – a payment for retroactive, does that include exempt staff?
No.
- What about overtime, is that also captured in that number?
Yes.

- Line 23130 – Supervision Operations – budgeted \$390,448, YTD \$568,761 why is there such a difference.
Supervisor doing capital projects, we will need to make adjustments.
- On the cheque register there is a payment to Joanne Hidber & Joseph Hidber what is this for?
Director of Finance to follow up.
- L42 Solutions – what is this payment for?
Network switch replacement.
- Is there anyway to fix the echoing of the mikes during the meeting?
Yes, the problem was another Councillor had their laptop on the livestreaming of the meeting.
- Payments to Pulver Crawford Munroe LLP, is this for legal advice?
Yes.

L. Walerius inquired as follows:

- Water Fund Revenue and Expenses don't balance, need to have it amended or clarified.
Director of Finance to review.
- Questions related to the February 3, 2025 Committee of the Whole meeting – aquatic centre reserve fund only increase is from interest, why is this?
CAO: Council is working with ACRD on the construction of a new pool.
- Reserves - Park Land Acquisitions the beginning balances are the same from 2024 onward, why?
CAO: It is up to Council to increase reserves.
- Reserves – Land Sale the beginning balances are the same from 2024 onward, why?
As properties are sold these amounts will be updated. These are the balances at the beginning of the year.
- Question from the February 24, 2025 Regular Meeting of Council – Reserves | Land sales – if the land is purchased would this be drawn down?
Yes, these funds are drawn down as work is completed for the redevelopment
- Asset Reserve – is this new?
Yes, we will have a policy coming. This is a fund to put monies back into our leased assets.
- Is the Asset Reserve for all of the City's leased facilities?
Yes.
- Do you have a list of these leased facilities?
No, not a specific list but these include Alberni Harbour Quay, among others.
- \$50,000 is being allocated to the Train Station ventilation system from the asset renewal, is the lessee making payments?
The person leasing the property is doing so at fair market value over 10 years. The lessee is making improvements on behalf of the City.
- Is the ventilation in Phase 2?
CAO: We don't look at the lease in phases.
- Ventilation system was done in 2024?
CAO: In 2024 air and cooling system was done, the ventilation system will happen in 2025.

J. ADJOURNMENT

MOVED AND SECONDED THAT the meeting be adjourned at 10:49 am.


CARRIED

CERTIFIED CORRECT



Councillor Cindy Solda, Chair

Date: July 4, 2025
File No: 0640-30-July 14, 2025
To: Mayor & Council
From: M. Fox, CAO
Subject: Transportation Master Plan Public Engagement Results

Prepared by: <i>D. ARSENAULT</i> MANAGER OF ENGINEERING	Supervisor: <i>J. MACDONALD</i> DIR. OF INFRASTRUCTURE SERVICES	CAO Concurrence:  M. Fox, CAO
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RECOMMENDATION[S]

THAT Council receive the Transportation Master Plan Public Engagement Results report dated June 18, 2025, as information.

PURPOSE

To provide Council with a summary of the results of public and interest group engagement conducted during Phase 1 of the Transportation Master Plan project.

BACKGROUND

In August 2024, the City began development of the City's first comprehensive Transportation Master Plan, with the support of a consulting team led by Bunt & Associates. The Transportation Master Plan will establish long-term goals, levels of service, design standards, and a prioritized capital program for our roads, pedestrian crossings, sidewalks, cycling routes, traffic control systems, as well as roadside amenities such as streetlights, on-street parking, and transit shelters.

The recently-completed Phase 1 of the project included benchmarking and analysis of existing conditions, and engagement with the public and interest groups by multiple means (social media and print advertising, an open house event, surveys, targeted mail-outs, and meetings). Uplift Communications, a sub-consultant of Bunt & Associates, prepared the 'Round 1 What We Heard Summary Report'.

ALTERNATIVES/OPTIONS

1. *THAT Council receive the Transportation Master Plan Public Engagement Results report dated June 18, 2025, as information.*

ANALYSIS

The summary report comprehensively documents the engagement efforts and results, including:

- Descriptions of all outreach activities undertaken

- Detailed meeting notes and highlight summary for a Community Interest Group meeting held in March, attended by:
 - Alberni Climate Action
 - Alberni Valley Transition Town Society
 - Canadian National Institute for the Blind
 - Mosaic Forest Management
 - Port Alberni Port Authority
 - Riders of Alberni Valley
- Summary of input received at a February meeting of the ACRD Accessibility Committee
- All written transportation comments received at an Open House event (about 60 attendees), and a highlight summary of both the written comments and verbal input received by the team
- Detailed results and highlight summary of 307 responses received for a public survey conducted in March-April
- Details of 39 submissions received by our online “Pin Your Idea” map, grouped by theme

Engagement results showed that there is strong majority consensus on a few transportation issues, and widely divided opinion on some others. A few selected highlights from the summary report are provided below.

- The two City transportation elements rated worst by survey participants were **Pavement Conditions** and **Pavement Markings**. More than half of all respondents rated the condition of the City’s paved roadways as poor or very poor. Improving pavement conditions was identified as a high priority by 55% of those surveyed, making it the #1 ranked priority overall. Users of mobility scooters, wheelchairs or other walking aids expressed even higher levels of dissatisfaction with road surface and crosswalk conditions.
- Transportation elements with the highest levels of satisfaction are **Traffic conditions** (e.g. flow, delays), **Parking**, and **Road Safety for Drivers**.
- Improving **Road Safety for Pedestrians and Cyclists** was the #2 ranked transportation priority (39% of respondents). However, a smaller but still substantial segment of the community demonstrated strong opposition to investing in these improvements. Generally, support for improving pedestrian and cycling safety measures was lowest with those who rely the most on travel by private motor vehicle, and high among those who reported to travel at least once a week as pedestrians, cyclists, or public transit users.
- With regards to specific measures for improving road safety:
 - **Improving Crosswalks** and **Improving Sight Lines** are most highly supported.
 - Opinion is very polarized on **Traffic Calming Measures** (40% supporting, 42% opposing), and **Protected Bike Lanes** (45% supporting, 38% opposing).
- Many commenters expressed the need for more direct and frequent local transit, and for affordable, regular inter-city transit connections (e.g. connecting Port Alberni with east Island Transit routes in Qualicum-Parksville-Nanaimo).

- Many commenters reported a high frequency of traffic violations (particularly speeding) and inadequate enforcement.

IMPLICATIONS

None.

COMMUNICATIONS

The 'Round 1 What We Heard Summary Report' will be posted to the project web page, on <https://www.letsconnectpa.ca>, and the release will be publicized through social media and other channels.

BYLAWS/PLANS/POLICIES

Developing a Transportation Master Plan aligns with several Goals in Council's *2023 – 2027 Corporate Strategic Plan*:

- 1.2 Be a community that is connected by safe, walkable, green streets, and accessible multi-modal pathways.
- 4.2 City infrastructure is renewed in a sustainable and environmentally conscious manner.
- 5.3 The community is connected with safe pathways and trails that are multi-modal. Pedestrians and cyclists are safe and feel welcome.

SUMMARY

The 'Round 1 What We Heard Summary Report' for the Transportation Master Plan project provides staff and Council with insight into our community's opinions on both the state of the City's transportation infrastructure today, and on priorities for future investment.

ATTACHMENTS/REFERENCE MATERIALS

- 'Round 1 What We Heard Summary Report', June 2025, prepared by Uplift Communications.

Copy: A. Puusepp, Manager of Communications



CITY OF
PORT ALBERNI



TRANSPORTATION MASTER PLAN



Round 1 What We Heard Summary Report

Prepared by Uplift Engagement Communications Inc.

June 18, 2025



UPLIFT_{co.}



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Appendices

- A: Open House Feedback
- B: Community Interest Groups Meeting Summary
- C: Complete Survey Report

What We Heard at a Glance



TOP FEEDBACK THEMES



Maintenance

Strong support for better maintenance of pavement conditions, pavement markings, trail washouts, and overgrown areas.



Connectivity

Support for improving north-south connectivity, with suggestions for an additional crossing over Roger Creek to help reduce traffic congestion and improve overall mobility.



Public Transit

Support for improving public transit, with common suggestions including more frequent service, direct routes, and better regional connections.



Active Transportation Network

Mixed levels of support for expanding the active transportation network. Some expressed concerns about underuse and the impact on road space for vehicles. Many supported expanding bike lanes, improving infrastructure for cyclists and pedestrians, and shifting away from car-centric planning.



Road Safety

Support for enhancing road safety, particularly through the separation of modes, improved crosswalks, and better visibility and sightlines.

MOST FREQUENTLY USED TRANSPORTATION MODES

Answered "Daily" or "Weekly"



94%

PRIVATE VEHICLE



60%

WALK



15%

BIKE

TOP TRAVEL DESTINATIONS

When asked to select a maximum of three areas.

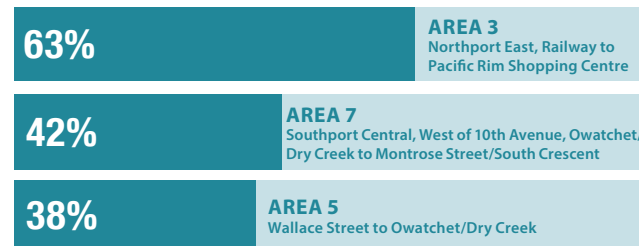
By all Transportation Modes



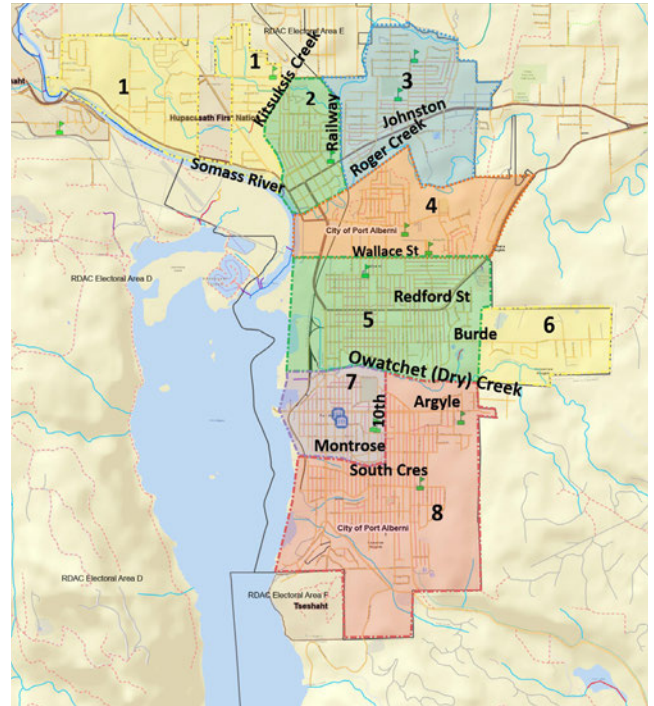
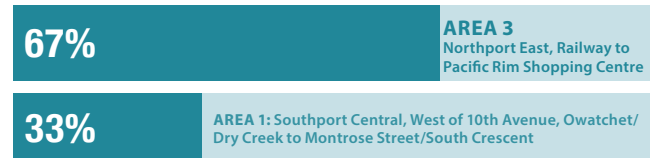
By Those Who Bike



By Those Who Use Public Transit



By Those Who Use Mobility Aids



TOP 3 TRANSPORTATION ELEMENTS PEOPLE ARE MOST SATISFIED WITH

Rated "Excellent" or "Good"



TOP 3 TRANSPORTATION ELEMENTS TO IMPROVE

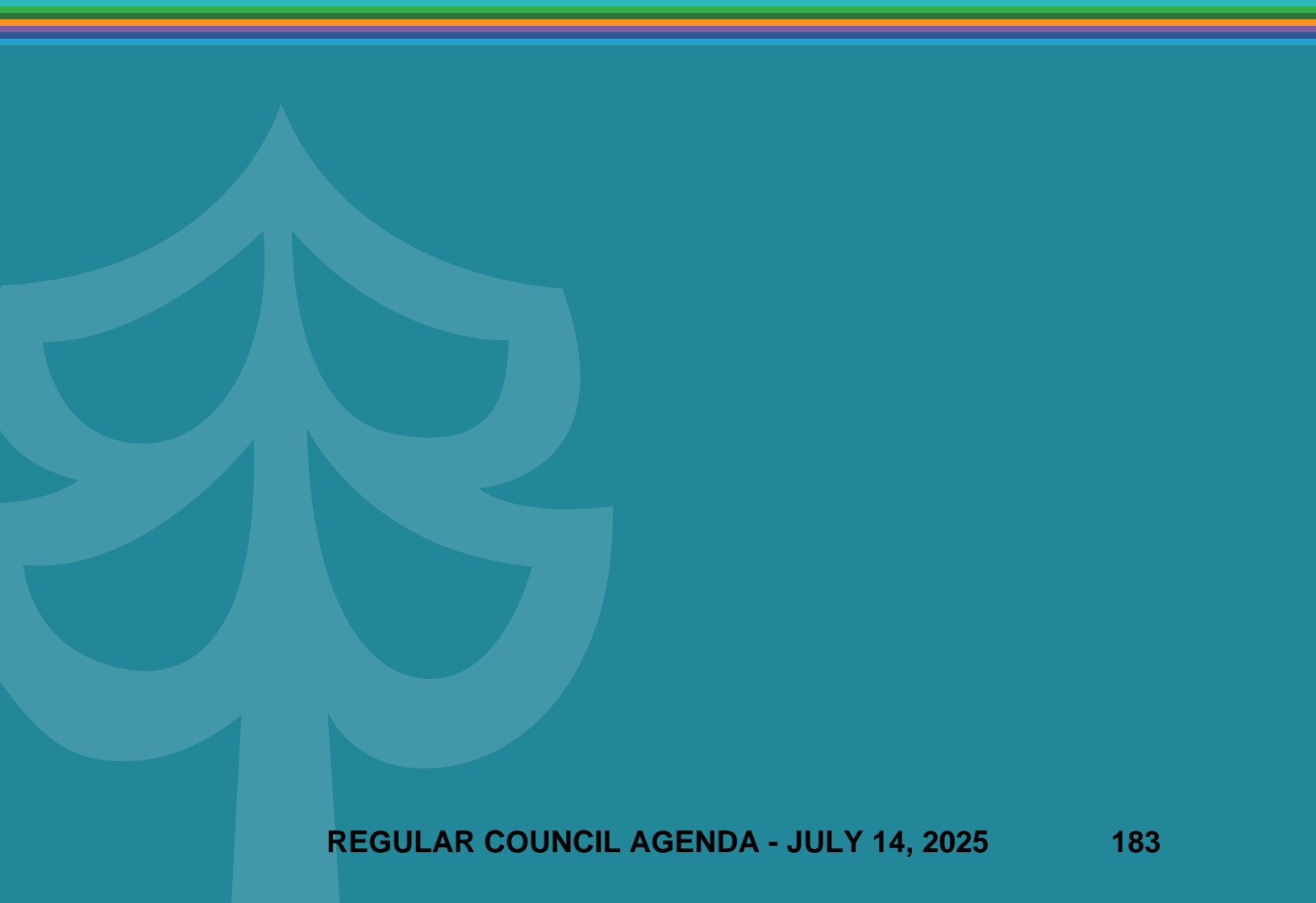
- 1 Pavement Conditions
- 2 Pavement Markings
- 3 Road Safety for Pedestrians

TOP 3 ROAD SAFETY MEASURES TO IMPROVE

- 1 Crossing Treatments
- 2 Sight Lines
- 3 Street Lighting



Introduction





Port Alberni is creating a
Transportation Master Plan
with input from the
community!

1.1 OVERVIEW

The Transportation Master Plan (TMP) will establish the long-term vision for our city's transportation network.

The TMP will build upon previous efforts, including the 2014 Active Transportation Plan by reviewing, revising, updating, and integrating City-identified transportation projects to create a comprehensive roadmap for maintaining, enhancing, and expanding Port Alberni's transportation infrastructure. This aligns with the City's Corporate Strategic Plan goal of creating a transportation network that supports the City's vision for a connected, accessible, and sustainable community.

The TMP is also closely integrated with the ongoing work on the Parks, Recreation, and Culture Master Plan. Together, these plans will align efforts to enhance active transportation networks, enabling the Parks, Recreation, and Culture and Infrastructure Services departments to develop a cohesive network and route plan that links road corridors, trails, and multi-use pathways (MUPs) throughout the City's parklands and natural areas.

Public input will play a vital role in shaping the TMP, ensuring that the transportation network reflects our community's priorities and needs for a connected, efficient, and inclusive system. Through this plan, the City aims to create a transportation network that serves both current and future generations while supporting broader financial and strategic goals.

1.2 PROJECT OBJECTIVES

- ▶ Establish a long-term vision for the City's transportation network.
- ▶ Identify transportation objectives that align with and support the overall City goals.
- ▶ Develop transportation policies, strategies, and tasks to achieve the vision and objectives.
- ▶ Direct infrastructure revitalization to support healthy and sustainable transportation options like walking and cycling.
- ▶ Ensure safety and accessibility are a key focus when developing the transportation network.
- ▶ Incorporate financial planning and cost estimates to align with budget constraints.
- ▶ Recommend updates to by-laws, policies, and design criteria to improve transportation services.

These objectives aim to modernize transportation while supporting broader community growth and sustainability efforts.

1.3 ENGAGEMENT PURPOSE AND OBJECTIVES

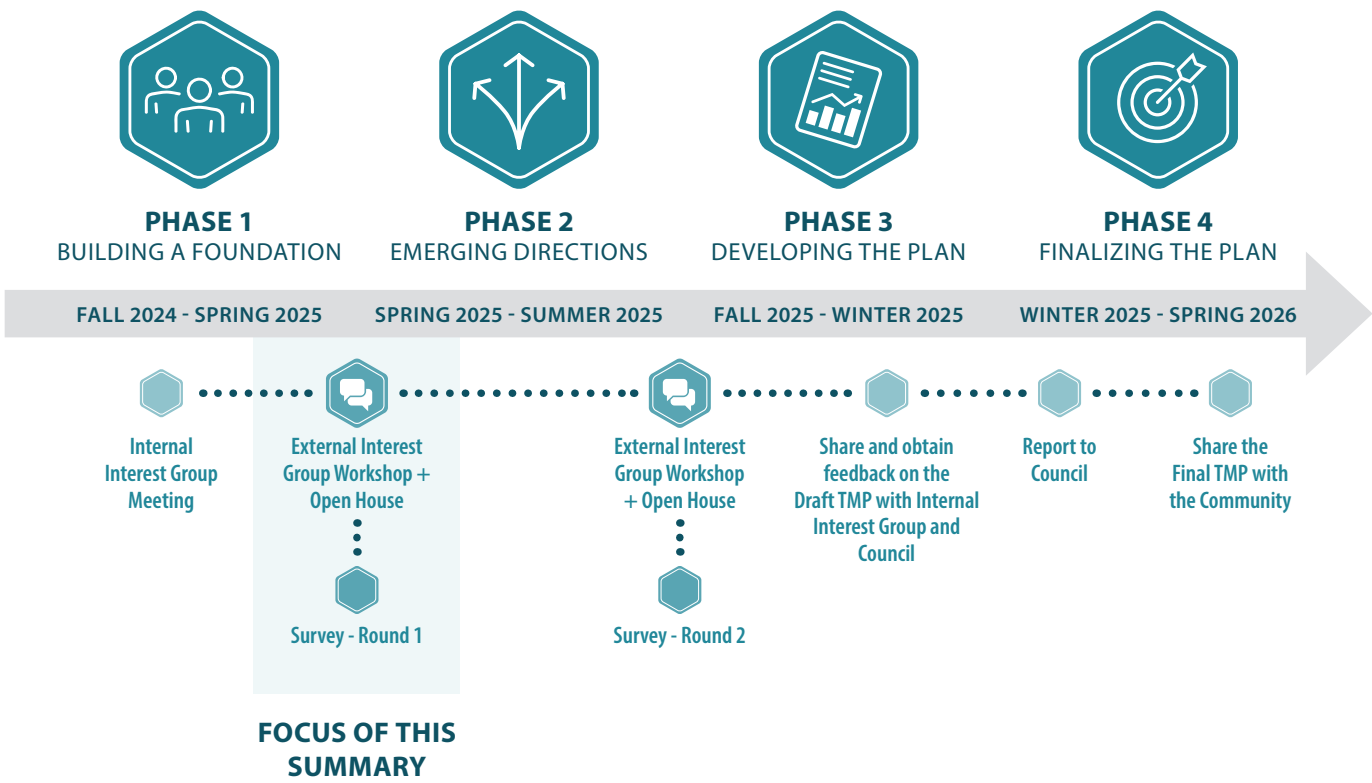
The purpose of engagement for Port Alberni's TMP is to actively involve the public and interest groups in the Plan's development.

Specifically, engagement focuses on listening and learning about transportation observations and experiences. Efforts will also inspire input to enable a shared vision and development of goals and policies that will guide the future of transportation in Port Alberni. The community will be informed of the Final TMP to close the engagement loop.



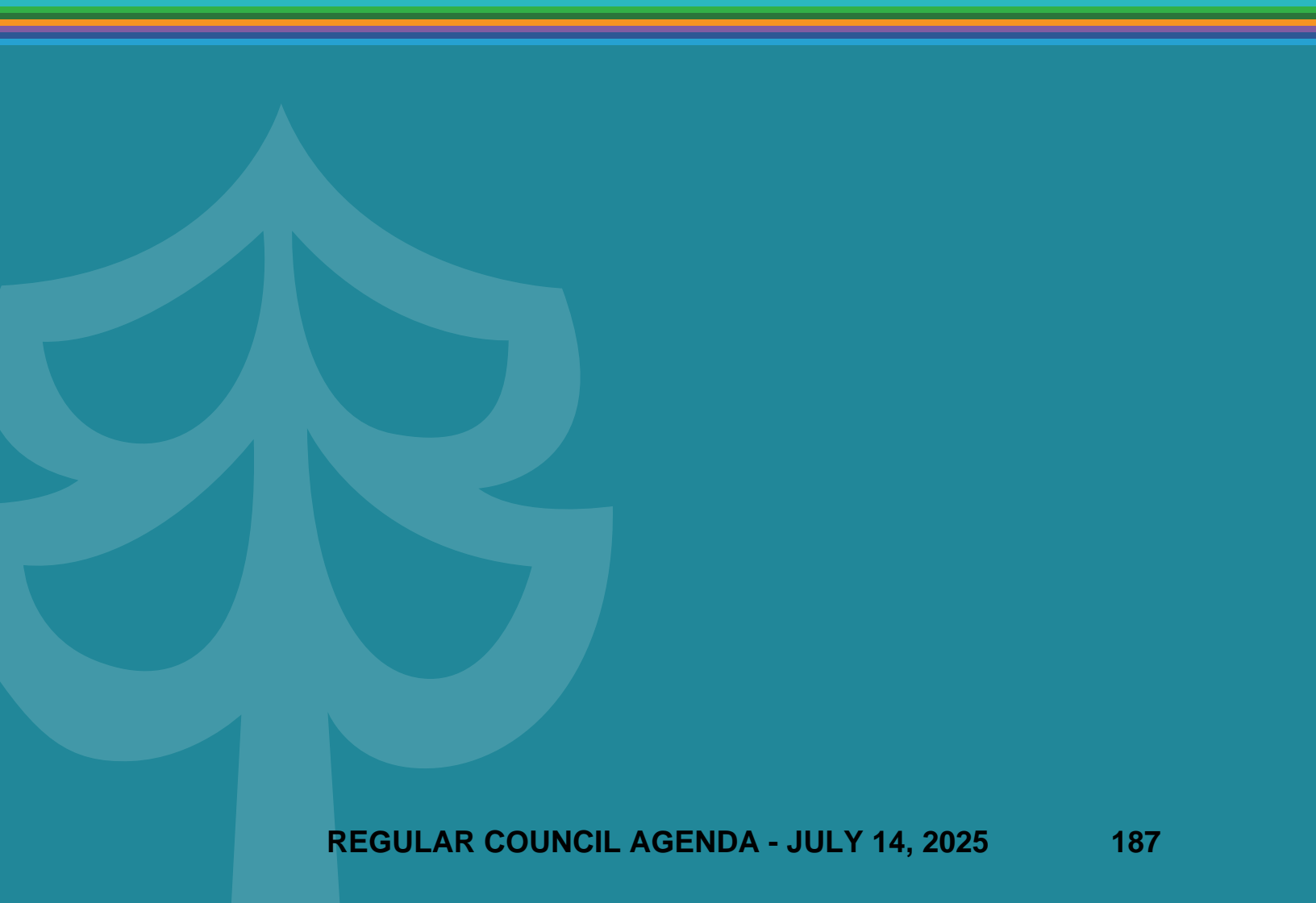
1.4 PLANNING PROCESS

The planning process takes place in four phases, as illustrated below. During each phase, the community has opportunities to get involved through events, surveys, and other engagement activities. Participation is key to shaping the future of the transportation network.



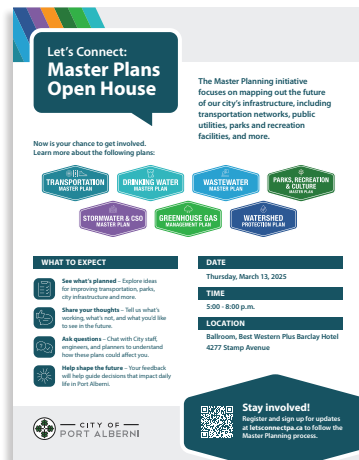


What We Did



2.1 OUTREACH

Round 1 community engagement was conducted between September 24, 2024 and April 13, 2025. The following outreach tools were used to inform community members about engagement opportunities.



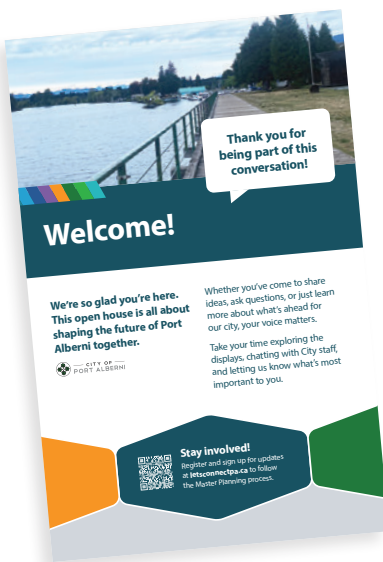
- ▶ **Project notice** at the September 24, 2024, Connect with Your City Event
- ▶ **Project web page** on Port Alberni's engagement site (letsconnectpa.ca) to post information and encourage involvement
- ▶ **Presentation to internal City departments** on February 5, 2025, to introduce the TMP and identify alignment with departmental initiatives.
- ▶ **Outreach to external technical advisory organizations** to collect technical feedback and considerations the TMP should include.
- ▶ **News release** during the engagement period to share information about the process and opportunities to participate
- ▶ **Radio announcement** on 93.3 The Peak
- ▶ **Social media posts** on the City's Facebook account
- ▶ **The Scoop**, a video about engagement on the TMP was posted to Facebook
- ▶ **Ad** in the Spring 2025 Port Alberni Leisure Guide
- ▶ **Ads** in the Alberni Valley News and Valley Vibe community magazine to advertise the public open house and engagement opportunities
- ▶ **Project posters and surveys** distributed at City Hall, VI Regional Library Port Alberni, Echo Centre, and at community activities and events
- ▶ **Requests to interest groups** to share information with their networks
- ▶ **Formal letters** sent to ɕiᑭaaʔaᑭᑦ (Tseshahᑭ) First Nation, Hupačasath First Nation, and Nuu-Chah-Nulth Tribal Council offering options for direct engagement on the Master Plans



2.2 ENGAGEMENT ACTIVITIES

Let's Connect Open House: Master Plans (TMP Focus)

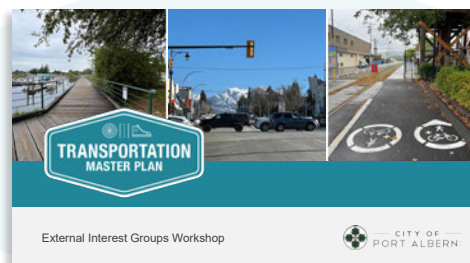
March 13, 2025





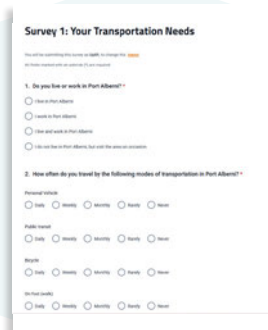
Presentation to the Albertain Clayquot Regional District Accessibility Committee

February 11, 2025



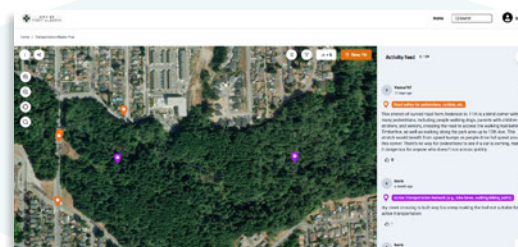
Presentation to External Community Interest Groups

March 12, 2025



TMP Survey 1

March 13 to April 10, 2025

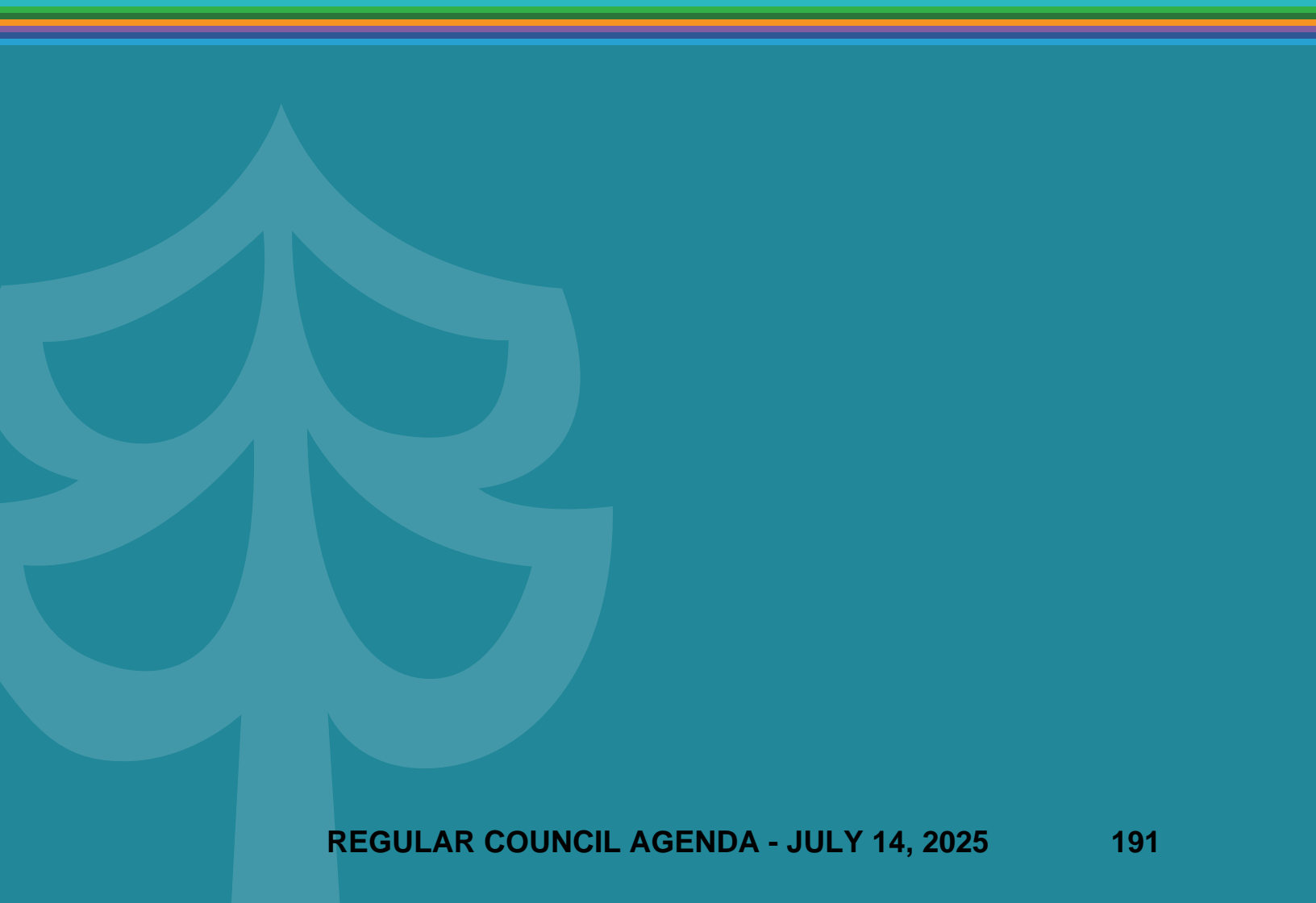


Moving About Port Alberni: Pin Your Ideas About Where and What Transportation Improvements Are Needed

March 13 to April 10, 2025



What We Heard





3.1 COMMUNITY INTEREST GROUPS MEETING

The TMP project team hosted an online information session with representatives from local interest groups on Wednesday, March 12, 2025. The following interest groups attended:

- ▶ Alberni Valley Transition Town Society
- ▶ Riders of Alberni Valley
- ▶ Alberni Climate Action
- ▶ Port Alberni Port Authority
- ▶ Canadian National Institute for the Blind
- ▶ Mosaic Forest Management

11 representatives attended and provided feedback on behalf of their group.

The session aimed to present the team's preliminary findings and gather insights on the priorities and needs of various groups within the community.

Participants raised a range of concerns and suggestions related to transportation in Port Alberni.

What We Heard: Key Themes



Traffic Patterns and Congestion

Participants noted traffic congestion during the noon hour, differing from typical peak periods. Questions were raised about the potential need for a second Roger Creek crossing. Limited north-south connectivity was identified as a significant barrier in Port Alberni and acknowledged by the project team.



Active Transportation

Several participants emphasized the need for the TMP to prioritize climate action and mode shift away from car-centric planning. Concerns were shared about current active transportation routes, such as a lack of maintenance and safety barriers, such as poorly lit areas and proximity to encampments.



Transit and Regional Connectivity

Concerns were raised about limited and indirect local bus service and the high cost and infrequency of regional transit. Participants requested improved transit routes within the city and better connections to surrounding communities like Nanaimo and Qualicum Beach.



Road Safety and Multimodal Use

There was strong support for separating transportation modes, especially in areas used by commercial trucks. Participants highlighted cyclist safety issues and suggested consistent signage and protected paths to reduce conflicts.



Infrastructure Maintenance and Road Conditions

Participants pointed to poor pavement quality, trail washouts, and water pooling as key concerns.

3.2 ALBERNI-CLAYOQUOT REGIONAL DISTRICT (ACRD) ACCESSIBILITY COMMITTEE MEETING

The City's TMP Project Manager made a presentation about the TMP to the committee on February 11, 2025 and invited feedback.

What We Heard

Feedback received from the ACRD Accessibility Committee highlighted concerns including, obstructed sidewalks due to infrastructure such as hydro poles, damage from tree roots, deteriorating sidewalk and crosswalk conditions, and unsafe or inadequate let-downs for wheelchairs. Additionally, participants relayed that there are no accessible transit options for disabled parents travelling with young children, as current services like HandyDART do not accommodate them.

3.3 LET'S CONNECT MASTER PLANS OPEN HOUSE

The March 13, 2025 Open House introduced the Transportation Master Plan and gathered valuable community input from 60 attendees through dialogue, feedback forms, and post-it notes.



What We Heard: Key Themes

► Pedestrian and Cyclist Safety

There is a consistent call for improving safety for pedestrians and cyclists. Several people suggest increasing awareness of pedestrian and cyclist safety, including specific concerns like improving bike infrastructure (e.g., bike lanes on secondary streets, multi-use corridors, and safer access to places like Canal Beach). Many also advocated for bike safety courses and the use of high-visibility vests for pedestrians and cyclists at night. Flashing lights at crosswalks (e.g., at 6th Ave and Roger St.) were also supported. Those opposed to bike lanes felt that bike lanes should not be prioritized until there is a larger cycling population. Some also voiced concerns about narrowing roads, and felt the priority should be on education rather than building infrastructure.

► Public Transit

Feedback from both forms and post-its highlighted a desire for improved public transit options. Suggestions include smaller buses with more frequent runs and direct bus routes between town centers and intercity connections (e.g., Port Alberni to Nanaimo). There were also calls for more transit amenities like covered bus shelters and more garbage containers at bus stops.

► Public Education

The feedback reflects strong support for public education, especially in terms of teaching pedestrians, cyclists, and mobility scooter users about road safety. Several people requested a return to bike safety courses for children and adults. There were also suggestions for educating people about using proper reflective gear at night to improve visibility.

► Parking and Vehicle Usage

Feedback suggested reducing car usage at places like Harbour Quay and providing more programming to encourage walking and biking. Some participants advocated for more car-free spaces or locations with limited parking to improve the pedestrian experience. Several responses in the forms were strongly opposed to reducing parking, particularly in areas that are important for residents with mobility issues.

► Road Maintenance and Infrastructure

Several comments emphasized the need to focus on basic road maintenance first, such as repairing potholes (e.g., in front of the pulp mill) before prioritizing other infrastructure. There were also calls for making roads wider in some areas to accommodate future traffic and for larger vehicles like RVs, trucks, and cars towing boats. Additionally, some felt that narrowing roads for bike lanes or active transportation would be a detriment to the City's current infrastructure, particularly in snow and high-traffic areas.

3.4 PUBLIC SURVEY

The purpose of the survey was to understand how residents and visitors currently move throughout Port Alberni, their satisfaction with the current travel conditions, and the transportation improvements they would like to see Port Alberni prioritize.

The survey was launched on March 13, 2025 and closed on April 10, 2025. **307 responses were collected.**

**Percentages referenced in this section have been rounded, therefore may differ from the detailed survey report provided in Appendix C. Further, some survey questions prompted multi-selection responses to produce rankings, and therefore the percentages presented do not add to 100%.*

Survey Demographics

Relationship to Port Alberni

Survey respondents were asked to indicate their relationship with Port Alberni, such as whether they live, work, or are frequent visitors.

- ▶ **45%** Live and work in Port Alberni
- ▶ **44%** Live in Port Alberni but work elsewhere
- ▶ **9%** Work in Port Alberni but do not reside there
- ▶ **3%** Visitors to Port Alberni

Where Respondents Live

Respondents were asked to identify which area of Port Alberni they live in using the map provided and areas labelled.

The top 3 areas where respondents live are:

AREA 8	25%	Southport South, and Southeast
AREA 5	20%	Wallace Street to Owatchet/Dry Creek
AREA 1	17%	Kitsuksis Creek to Orange Bridge



Travel Behaviours, Experiences, and Observations

Transportation Mode and Frequency



94% of respondents use a personal vehicle at least once a week, with 77% driving daily.



Walking is the second most popular transportation choice, with 60% of respondents travelling by foot at least once a week.



Cycling is the third most popular transportation choice, with 15% of respondents cycling at least once a week.




Travel Destinations

The top 3 travel destinations for respondents are:

AREA 3 Northport East, Railway to Pacific Rim Shopping Centre	60%
AREA 5 Wallace Street to Owatchet/Dry Creek	37%
AREA 4 Roger Creek to Wallace Street	33%

Transportation-related Elements: Overall Satisfaction

Respondents were asked to rate the following transportation-related elements from excellent to very poor.

	Excellent/Good 	Fair 	Poor/Very Poor 	No Opinion/ Don't Know
▶ Traffic	62%	26%	9%	2%
▶ Parking	59%	23%	15%	1%
▶ Road safety for drivers	*50%	34%	14%	2%
▶ Connectivity	47%	32%	18%	3%
▶ Active Transportation Network	41%	35%	14%	10%
▶ Crosswalks	40%	34%	23%	2%
▶ Street lighting	*36%	36%	27%	1%
▶ Sidewalks/curb letdowns	36%	34%	24%	6%
▶ Road safety for pedestrians	32%	33%	34%	2%
▶ Road safety for cyclists	29%	33%	30%	9%
▶ Transportation amenities	29%	36%	26%	10%
▶ Pavement markings	26%	31%	40%	1%
▶ Pavement conditions	18%	30%	51%	2%
▶ Public transit	17%	13%	15%	55%

Traffic conditions, parking, and road safety for drivers received the highest percentages of excellent or good ratings, as indicated by the majority of respondents (62%, 59%, 50%.)

Port Alberni's **Active Transportation Network, street lighting, and transportation amenities received the highest percentages of fair ratings**, as indicated by a moderate number of respondents (35%, 36%, 36%.) These fair ratings and the respective poor/very poor ratings when combined suggest a higher degree of dissatisfaction, as a "fair" rating suggests "just okay" or "room for improvement."

*When taking into account fair ratings, more polarizing trends take shape. This is evident by the results for road safety for drivers, connectivity, and the active transportation network, in particular. *Furthermore, most transportation-related elements lack consensus in ratings, but indicate improvements may be needed with the exception of traffic and parking conditions.

More than half of respondents indicated they had **no opinion or didn't know how to rate public transit** in Port Alberni (55%.) This aligns with responses about frequently used modes of transportation, which showed low usage of public transportation.

Transportation-related Elements: Priorities for Improvement

Respondents were asked to indicate their **top 3 transportation-related elements for improvement**. A majority of respondents (55%) would like to see **Pavement conditions** prioritized. This is reflective of the rating respondents assigned to transportation elements in Port Alberni, where a majority respondents rated pavement conditions as poor or very poor. Additional transportation elements respondents would like to see prioritized are **Road safety for pedestrians, cyclists, etc.** (39%) and the **Active Transportation Network (e.g. bike lanes, walking/biking paths)** (26%.)



Road Safety Improvements: Level of Support

Respondents were presented with the following list of potential road safety improvements and asked to indicate their level of support, ranging from strongly support to strongly oppose.

- ▶ Adjusted speed limits
- ▶ Improved crossing treatments
- ▶ Improved street lighting
- ▶ Improved sight lines
- ▶ Improved traffic control measures at intersections
- ▶ Provide advisory signs
- ▶ Provide separated facilities for pedestrians
- ▶ Provide warning signs
- ▶ Introduce traffic calming
- ▶ Improved road alignments and widths
- ▶ Updated traffic signal timing
- ▶ Install roundabouts/traffic circles
- ▶ Provide protected bike lanes
- ▶ Provide sidewalks on streets lacking them



A significant majority of respondents strongly supported or somewhat supported the following road safety improvements:

- ▶ **84%** Improved crossing treatments
- ▶ **82%** Improved sight lines
- ▶ **73%** Improved street lighting
- ▶ **70%** Improved traffic control measures at intersections
- ▶ **70%** Provide sidewalks (on streets lacking them)



While not the majority, the following improvements attracted the most opposition from respondents, with many selecting oppose or strongly oppose.

- ▶ **42%** Introduce traffic calming
- ▶ **38%** Provide protected bike lanes
- ▶ **34%** Adjusted speed limits
- ▶ **31%** Install roundabouts/traffic circles
- ▶ **31%** Provide separated facilities for pedestrians

Many improvements that attracted high levels of opposition also received strong support. The **most polarizing improvement was traffic calming measures** (42% oppose and 40% support). Other polarizing improvements, included **providing protected bike lanes** (38% oppose and 45% support.)

Additional Feedback

The survey received 180 open-ended feedback responses. The following themes emerged most frequently.



Active Transportation Network

Many respondents commented on the active transportation network, with bike lanes emerging as a recurring theme. Feedback reflected both support and opposition.

- ▶ Supporters emphasized concerns about safety and expressed a desire for separated infrastructure to accommodate different modes of transportation better. Several respondents specifically highlighted their appreciation for the Quay to Quay trail.

"I strongly support the Quay to Quay pathway as I can travel from my home in Beaver Creek to South Port mostly on a separated path from traffic. This has greatly improved my safety. I never felt safe riding on Stamp Ave and Third Ave and would utilize the sidewalk, and now I don't have to."



- ▶ Those opposed questioned the value of investing in active transportation, citing a perceived lack of cyclists in Port Alberni, especially compared to car users.

"The bike lanes are a danger for everyone. They are rarely used and make many roads too narrow for pickups and for anyone towing trailers."



Maintenance

Maintenance emerged as another frequent theme among respondents. Many highlighted the deteriorating condition of road surfaces and the presence of faded pavement markings. Concerns were also raised about overgrown trees and hedges encroaching onto sidewalks and obstructing drivers' sightlines. Respondents encourage the City to prioritize maintaining the existing infrastructure before investing in new projects.

"At night and/or in the rain, as both a driver and a cyclist, it's SO hard to see some of the cycle lane markings, in particular where the road shape changes. I'm thinking specifically of where Roger meets 10th coming up the hill, and on 10th in between Argyle and the Dip, but I've noticed it in other areas too."





Road Widths

Respondents expressed both support and opposition to changes in Port Alberni's road widths.

- ▶ Supporters of narrowing roads saw potential benefits, especially in areas with excess roadway width. They advocated for reallocating space to enhance pedestrian areas and incorporate beautification features, such as landscaping. Supporters also hoped that narrower roads would help reduce vehicle speeds and create safer, more welcoming streets for people walking, cycling, or using mobility aids.
- ▶ Those opposed voiced concerns that narrower roads could hinder accident avoidance, complicate navigation for emergency vehicles, and make it more difficult for larger vehicles—such as commercial trucks and buses—to perform maneuvers like passing or turning.



"I would be great to see boulevards come into Port Alberni to see a reduction in street width and an increase in beautification. I hope this would help with the insane speeding and safety problem in this town. (Argyle, 3rd/Stamp/Gertrude, Johnston)."



Public Transit

While public transit is not widely used by respondents, it was a common topic in the feedback.

- ▶ Many comments called for improvements to the system, particularly through the expansion of routes within Port Alberni and enhanced connections to nearby communities such as Parksville and Nanaimo. Respondents expressed a desire to see transit become a more viable and competitive travel option.
- ▶ Several individuals shared personal experiences, noting their interest in using public transit more frequently but citing barriers such as indirect routing, infrequent service, and the overall inefficiency of the current system compared to driving. Respondents also highlighted the broader benefits of an improved transit network, including enhanced mobility for seniors and non-drivers, as well as the environmental advantages of reducing car dependency.



"I personally believe the transit system we have in Port Alberni needs attention. My daughter tried taking the bus to work and school, but it wasn't really practical, as it would take too long to get to and from her destination. Perhaps having shorter and more direct routes would help."



Connectivity

Respondents identified several key locations where enhanced connectivity is needed within Port Alberni.

A recurring theme was the desire for improved north-south connections. Many comments specifically mentioned 10th Avenue. A proposed bridge linking 10th Avenue to Johnson Road was suggested as a way to ease congestion and improve emergency vehicle access, especially in the case of a tsunami.

Respondents felt this connection would allow more efficient travel between South Port and North Port, reducing the need to drive through the city's core.

"A secondary bypass and access point that can cross Roger Creek should be a priority, especially when considering the potential tourist attraction that could be had from allowing someone to bypass a drive through the entire town to get to South Port from North Port or vice versa."



Feedback From Public Transit Users

When asked about their most frequent modes of transportation, 24 respondents (8% of total respondents) reported using public transit at least once a month. Of those **who use transit, the most popular form of daily transportation was walking (58%), followed by personal vehicle (54%).** Only 13% of transit users used transit daily.



The three most popular travel destinations for public transit users:

AREA 3 Northport East, Railway to Pacific Rim Shopping Centre	63%
AREA 7 Southport Central, West of 10th Ave, Owatchet/ Dry Creek to Montrose Street/South Crescent	42%
AREA 5 Wallace Street to Owatchet/Dry Creek	38%

While Area 7 was the second most popular destination for public transit users, it was not among the top three for the general public.

When asked to rate various aspects of Port Alberni’s transportation system on a scale from very poor to excellent:



Public transit users were most satisfied with **traffic** (volume/quantity, delays, etc.) in Port Alberni, with **54%** rating it as good or excellent.



Public transit users were least satisfied with **pavement conditions**, with 46% rating it as poor or very poor.

When asked to select the **top 3 transportation-related elements** they would like to see prioritized, public transit users selected the following priorities:

- 1. **50% Road safety for pedestrians and cyclists**
- 2. **42% Active transportation network**
- 3. **42% Street lighting**

This differs from the general public, where pavement conditions were the issue prioritized most commonly.

When presented with a list of potential road safety improvements and asked to indicate their level of support, ranging from strongly support to strongly oppose, public transit users were generally more supportive of all safety improvements. Public transit users strongly supported or somewhat supported the following improvements:

- ▶ **100% Improve crossing treatments**
- ▶ **88% Provide sidewalks (on streets lacking them)**
- ▶ **88% Improve lighting**

Feedback From Cyclists

When asked about their most frequent modes of transportation, 68 respondents (22% of total respondents) indicated they travel by bicycle at least once a month.



The three most popular travel destinations for those who cycle:

AREA 3 Northport East, Railway to Pacific Rim Shopping Centre	50%
AREA 7 Southport Central, West of 10th Avenue, Owatchet/Dry Creek to Montrose Street/South Crescent	40%
AREA 5 Wallace Street to Owatchet/Dry Creek	38%

Area 7 was the second most popular destination for cyclists, whereas it was not among the top three for the general public. This is similar to public transit users.

When asked to rate various aspects of Port Alberni’s transportation system on a scale from excellent to very poor:



Cyclists were most satisfied with **parking** in Port Alberni, with 79% of cyclists rating it as good or excellent.



Cyclists were least satisfied with **road safety** for cyclists, with 49% rating it as poor or very poor.

When asked to select the **top 3 transportation-related elements** they would like to see prioritized, cyclists selected the following priorities:

1. **68% Road safety for pedestrians and cyclists**
2. **59% Improve the Active Transportation Network**
3. **35% Improve pavement conditions**

Cyclists were presented a list of potential road safety improvements and asked to indicate their level of support. Cyclists strongly supported or somewhat supported the following improvements:

- ▶ **94% Improve crossing treatments**
- ▶ **91% Improve sightlines**
- ▶ **87% Add sidewalks to where there are none**
- ▶ **84% Support for separate bike lanes**

Feedback From Users of Mobility Scooters, Wheelchairs or Walking Aids

When asked about their most frequent modes of transportation, 15 respondents (5% of total respondents) indicated that they use mobility aids at least once a month. Among them, mobility aids were tied with driving a personal vehicle as the most frequently used daily mode of transportation, each reported by 67% of respondents.



When asked to rate various aspects of Port Alberni’s transportation system on a scale from excellent to very poor:



The **active transportation network** received relatively positive feedback from this group, with **53%** rating it as good or excellent.



In contrast, **pavement conditions** were viewed more negatively, with **67%** rating them as poor or very poor.

When asked to select the **top 3 transportation-related elements** they would like to see prioritized, respondents favored a broad range of improvements. A strong level of consensus supports prioritizing pavement improvements.

- ▶ **80% Pavement improvements**
- ▶ **33% Pavement markings**
- ▶ **27% Road safety for drivers, traffic, and crosswalks**

Users of mobility aids were presented a list of potential road safety improvements and asked to indicate their level of support. Users of mobility aids strongly supported or somewhat supported the following improvements:

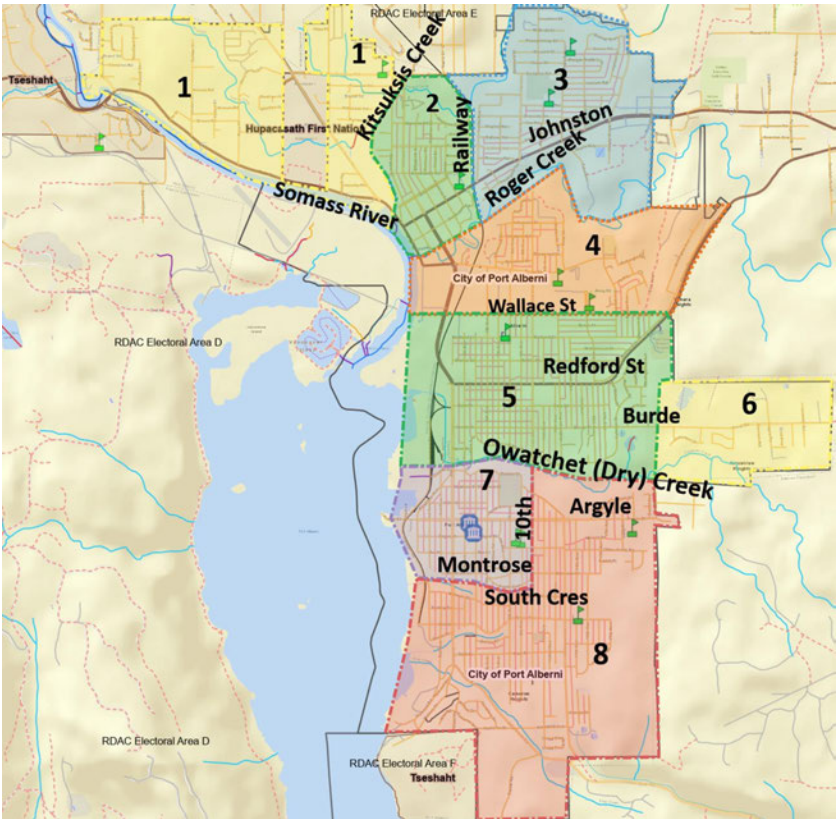
- ▶ **87% Improve crossing treatments**
- ▶ **73% Update traffic signal timing**
- ▶ **73% Enhance street lighting**

3.5 PIN YOUR IDEA – TRANSPORTATION IMPROVEMENTS

Respondents were invited to use the city map on the project website to pin their transportation improvement ideas.

39 pins were dropped on the map by 13 respondents. Comments were received for the following transportation elements at specific locations. The following pages outlines the feedback by location.

📍📍📍📍📍📍📍📍📍📍📍📍📍📍📍📍	16 pins	Active Transportation Network
📍📍📍📍📍📍📍📍📍📍📍📍📍	12 pins	Road safety for pedestrians, cyclists, etc.
📍📍📍	3 pins	Lighting
📍📍📍	3 pins	Connectivity
📍📍	2 pins	Public transit
📍	1 pin	Road safety for drivers
📍	1 pin	Sidewalks
📍	1 pin	Crosswalks
📍	1 pin	Parking



Participant comments have been lightly edited for grammar and readability to ensure clarity.

LOCATION	THEME	FEEDBACK
AREA 1 - Kitsuksis Creek to Orange Bridge		
River Road and Josephine Street	Road safety for pedestrians, cyclists, etc.	Parking on the street makes River Road somewhat challenging to use for cyclists. A perfect place for a separated bike lane.
AREA 2 - Northport central, Kitsuksis Creek to Railway		
Pineo Road and Margaret Street	Road safety for pedestrians, cyclists, etc.	Reduce speed limit on all residential roads that don't have sidewalks.
Kitsuksis Crossing	Road safety for pedestrians, cyclists, etc.	Dedicated cycling lane or signs such as the one over Roger Creek that indicate cyclists take the lane.
Lathom Road and Helen Street	Crosswalk	Please add a crosswalk on Lathom Rd. at Helen St. Kids walking home from school need a safe crossing.
AREA 3 - Northport east, Railway to Pacific Rim Shopping Centre		
Glenside Road between Leslie and Gordon Avenue	Lighting	There are zero street lights AND no sidewalks on Glenside Rd between Leslie and Gordon. You're taking your life in your hands to walk that stretch in the dark!
Roger Creek	Road safety for pedestrians, cyclists, etc.	The access paths to Rogers Creek and Owatchet Creek are extremely steep and dangerous to use. They should be altered to reduce the gradients.
Roger Creek	Connectivity	The only north-south route that spans the entire city runs right through the tsunami zone. Whatever needs to be done to get a 10th Ave to Johnston Crossing, please do it!
Roger Creek	Active Transportation Network	The Roger Creek crossing is built way too steep, making the trail not suitable for active transportation.
Log Train Trail	Active Transportation Network	The Log Train Trail could use some resurfacing and could have some more official entry points added. I am for multimodal usage for the main roads, with extensive hike/bike trails coming off the main trunk.
Log Train Trail	Active Transportation Network	Log Train Trail - this parking lot is not sufficient, we need to develop this area out! It's so popular, and hopefully will only get more popular with expansion!!
Alberni Highway and Old Nanaimo Highway	Active Transportation Network	Hole in the Wall – possibility of getting a land usage agreement here? Develop this area as an actual parking area? Help with safety??
Log Train Trail	Connectivity	Don't touch the Log Train Trail, leave it exactly like it is and quit wasting taxpayer money. The taxpayers are already paying too much in this town for the services we get now.

AREA 4 - Roger Creek to Wallace Street

10th Avenue and Wallace Street	Lighting	In front of the Echo Centre, the parking street lights are pretty old. It needs to be updated to LED street lighting.
King Street <i>Note: This is legally still a public road, but was converted to a city parking lot when the high school was built. It will not be considered part of the road network for TMP purposes</i>	Lighting	These parking street lights are old. It needs to be changed to LED street lights. Some are not working properly.
Roger Street and Vimy Road	Sidewalks	Vehicles are always blocking the walkway. It may need some parking barricades, blocking the walkway during big games or the Fall Fair. Please add some..
Roger Street and Victoria Quay	Active Transportation Network	Allow this gate to be opened again, as biking from River Road to South Port is safest going through this way and out the other side of the mill parking lot, where there is a trail to link up with the Quay to Quay trail without having to cross Stamp Ave.
Rogers Creek Crossing at Victoria Quay	Road safety for pedestrians, cyclists, etc.	Dedicated cycling crossing, or at least that awesome sign on both sides of the bridge indicating that cyclists should take the entire lane
Roger Street and Gertrude Street/ Stamp Avenue	Road safety for pedestrians, cyclists, etc.	Add a dedicated cycling lane or, at the very least, a sign indicating that cyclists to take the entire lane.

AREA 5 - Wallace Street to Owatchet / Dry Creek

Southern Railway of Vancouver Island, 3rd Avenue, Bute Street	Active Transportation Network	I would love to see this train siding connector connect the Quay to Quay to the existing path along the Dry Creek Canal, and make it a loop like Kitsuksis. I love a good loop!!
Redford Street and Stamp Avenue	Road safety for pedestrians, cyclists, etc.	Awkward crossing at Stamp/3rd for the Quay to Quay trail. It would be much better to be able to cross on the north side of the intersection.
Redford Street and Stamp Avenue	Road safety for pedestrians, cyclists, etc.	An alternative to the current crossing for connecting the Quay to Quay trail.
Nature Trails - Upper Owatchet (Dry) Creek	Active Transportation Network	Nature Creek Crossing is too steep for practical use and should be altered using switchbacks or something to lessen the grade to make the trails more usable by the public. This would also decrease the need for maintenance that is currently desperately needed on this and the Scot Kenny Trail.
Nature Trails - Upper Owatchet (Dry) Creek	Active Transportation Network	Dry Creek Crossing is built way too steep, making the trail not suitable for active transportation.

10th Avenue Between North Park Drive and Dunbar Street	Road safety for pedestrians, cyclists, etc.	Protected bike lane for cyclists, or at the very least a "form single lane" sign on both sides of the dip. Same with other pinch points, like all bridges.
North Park Drive and 12th Avenue	Road safety for pedestrians, cyclists, etc.	This stretch of curved road from Anderson Avenue to 11th Avenue is a blind corner with many pedestrians, including people walking dogs, parents with children or strollers, and seniors, crossing the road to access the walking trail behind Timberline, as well as walking along the park area up to 10th Ave. This stretch would benefit from speed bumps as people drive full speed around this corner. There's no way for pedestrians to see if a car is coming, making it dangerous for anyone who doesn't run across quickly.
Redford Street and 12th Avenue	Public Transit	Why is there no proper cross-town bus route? It takes anyone in Southport 20 minutes on Route 1 just to get here, and then it's another 20 minutes to get to Pacific Rim Shopping Center or even just Uptown. It would be so nice if there were a bus route that went from Harbour Quay > Redford St. > Roger St. > Gertrude St. > Pacific Rim without detouring. Port Alberni's big enough to have multiple bus lines, take advantage of that and have one fast line connected to local routes.
Redford Street and 12th Avenue	Public Transit	We need a direct semi-express bus route that goes frequently between the four town centres in Port Alberni. Even more, we need bus connections to Parksville and Nanaimo, several times a day at a reasonable cost.
Overwatch Creek	Active Transportation Network	Is there a way to make this area loop along the Dry Creek outlet? That would be fantastic, much like Kitsuksis but for Southport!

AREA 6 - Upper Burde, Bracken Lane eastward

Nature Trails- Beaver Ponds near Burde	Active Transportation Network	Love the trails along here. Now that San Group is having their difficulties, what is going to happen to this land?
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AREA 7 - Southport central, west of 10th Ave, Owatchet/Dry Creek to Montrose St./South Cres

Harbour Quay (Argyle Street)	Parking	Huge lack of parking at the Harbour Quay. Especially Sat with the market. I feel there needs to be a free ride from the train to Spirit Square to encourage people to park there. Also, start having a parking lot attendant so people don't park past 2 hours. This is supposed to be a tourist stop, and at the moment, locals can't even find a spot to park.
Harbour Quay (Harbour Road and Argyle Street)	Active Transportation Network	Not super psyched that there is a gate across the quayside path here now.
Harbour Quay (Intersection Harbour Road, Bird Street, Bird Avenue, Argyle Street)	Road Safety for Drivers	The intersection leaving Harbour Quay, crossing Harbour Road/Bird St junction, would benefit from a stop sign, making it a four-way stop. 50% of those leaving the Quay stop anyway, unsure of proceeding. I am also unhappy about closing the walking path entry as the Port House takes over that parking lot. Even Granville Island allows you to walk through... now you have to walk to the intersection all the way around to get back to the path. Someone made an error on that call.

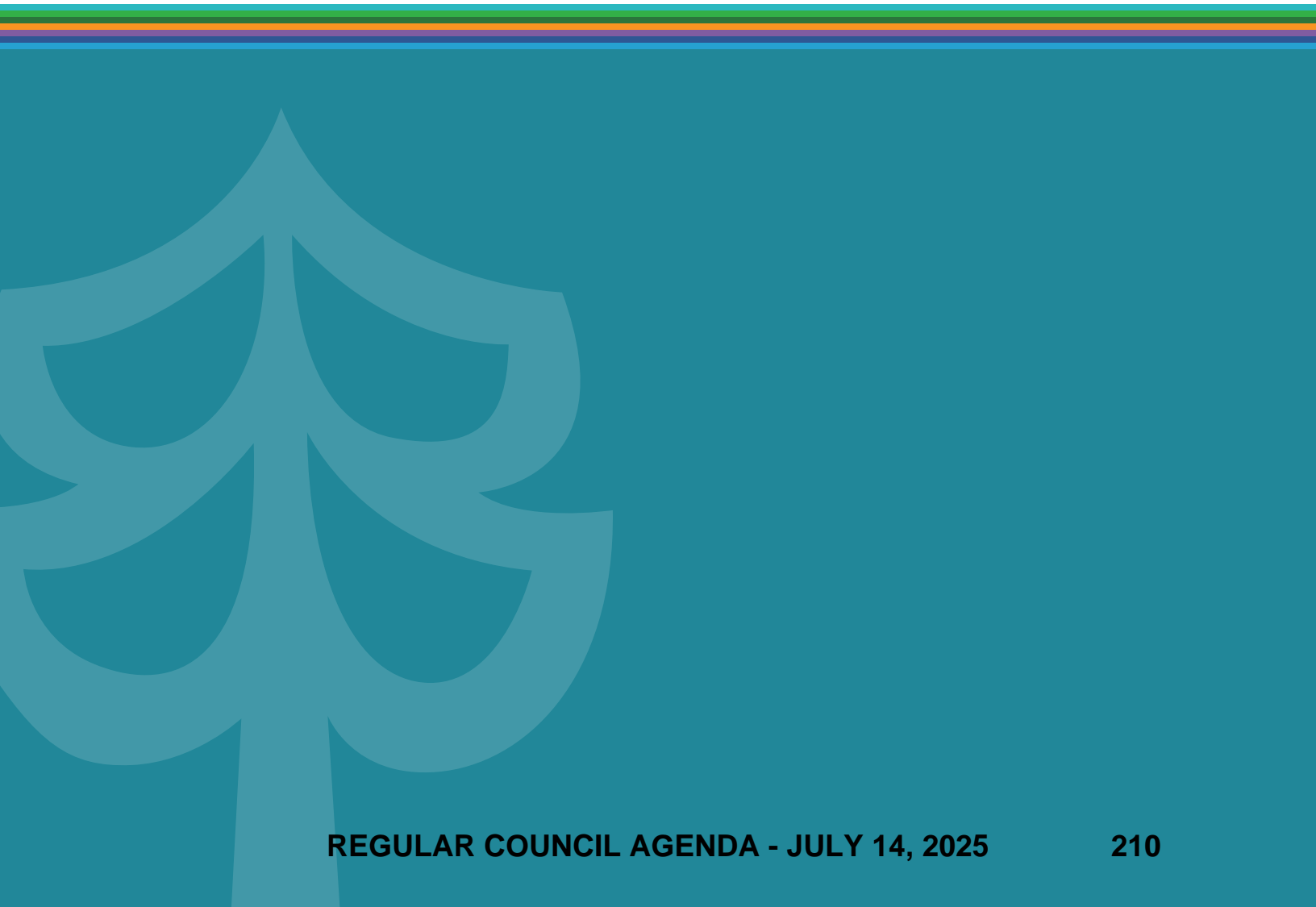
Argyle Street and Kingsway Avenue	Connectivity	Let's get the train going back out to the Mill!!!! It is such an awesome tourist/family thing to do. My kids miss it so much!!
Quay to Quay Trail	Active Transportation Network	This whole section of the Quay to Quay is awesome. Great job! I do daddy/daughter/dog walks down here all the time and love the loop.

AREA 8 - Southport south, and southeast

Ship Creek Road and Seizai Road	Active Transportation Network	Ship Creek Trail doesn't link up with Anderson Avenue /Franklin Road. Currently, it spits you out at the bottom of Clegg Cres or Ravenhill. As much as I love a good hill repeat, I would prefer to follow the creek up to the Anderson Avenue/Franklin Road junction. That would be awesome.
Argyle Street and 21st Avenue	Active Transportation Network	Maquinna trails - let's get a land agreement going where these trails can get maintained and expanded. It is an absolute wonderland in this area!!!
Canal Beach	Active Transportation Network	It sure would be great to have a path linking John Douglas Beach to Harbour Road on the other side of the now shut-down mill. It would link that beach to Harbour Quay. Sure would fit John's original vision!!

Appendix A:

Open House Feedback





UPLIFTco.

UPLIFT ENGAGEMENT
COMMUNICATIONS INC.

City of Port Alberni Transportation Master Plan
March 13, 2025 Let's Connect Open House
Written Feedback

CONTENTS

1. FEEDBACK FORMS	1
2. POST-IT NOTES	3

1. FEEDBACK FORMS

A total of 12 feedback forms were submitted at the March 13, 2025 Let's Connect Master Plans Open House. This document presents the comments related to transportation.

FORM 1

- Stop wasting money on crosswalk bump-outs and use it to teach people/pedestrians road safety.
- Put bike lanes on secondary streets not on main roads.
- Put money into teaching the elementary school kids bike safety and pedestrian safety.
- Teach people about proper dress wear at night stop wearing black clothing.

FORM 2

- Needs vs Wants!!!
- Keep our streets wide No bump outs.
- Basics paint the street lines before adding more costs.
- Have people that actually live & understand the city work on transportation.

FORM 3

There are too many cars in this town. For a town of this size there is too much congestion. Too much road noise. Too many dead + injured pedestrians + cyclists. If we want to reduce traffic + improve road safety, get rid of the damn cars! Better bike infrastructure, better public transportation, challenge car + auto mobility culture.

FORM 4

1. Transportation Master Plan

- Increase awareness of moped, bike + senior scooters on road ways.
- Safe mountain (?) or E bike lock up, regular charge stations to support E moped + E bikes.
- Intercommunity BC Transit to facilitate worksites not in Port Alberni.
- Safe E bike, Mountain Bike or E Moped lock up at trailheads, lake, river, public locations.
- Charging stations with regular charge for the above.

FORM 5

Why not put in bike lanes on secondary streets instead of messing with the main streets.

FORM 6

- No bike lanes city can't afford and not enough bikes to warrant the cost.
- City needs to not be catering to the climate agenda.

FORM 7

Leave the roads as they are – just fix them. New lights at intersections are a good addition. Coloured crosswalks are only an accident awaiting to happen. Keep our four lane roads open so when it snows –

there is room to put the snow. Remember the taxpayer as they are they ones forking out their hard earned \$ to subsidize unwanted government programs. Instead of fixing bike lanes – spend \$ to get homeless off the streets. Stop overspending on government programs and work on what the taxpayers want & need.

FORM 8

- Decrease our taxes by not building complete communities that work fine already
- Get rid of the white sticks on 6th Argyle. That street no longer works. Homeowners will not cut grass on boulevards, and the street is narrowed. Bulging boulevards are vehicle and snow plow hazards.
- Need a boat launch with enough parking nearby between Catalyst and Somass. A Fisherman's haven away from congestion. Do not get rid of our wide streets and do what other communities have done to their downtowns which have created chaotic roadways that no longer work. Particularly for a city with boats, RV's, trucks, and logging trucks. Maintain parking on Burde Street in order to facilitate residents + guests for those with mobility issues. Learn from the mistakes in Victoria + Nanaimo what not to do. It looks pretty but no longer functions well.

FORM 9

Love the Quay to Quay trail, would love to see even more connectivity to bike lanes, multi use trails
Improve surfacing of the log train trail, develop more trails off the log train trail using the LTT as the trunk

FORM 10

We need a Transportation Master Plan that includes public transit within town and inter-city to Nanaimo.
Overall a very good show!

FORM 11

Within the Transportation Master Plan, it'd be nice to talk more about public transit. It'd be great to see some more direct bus routes serving the several town centres. Thanks.

PS It's nice to see the new crosswalk lights along Redford. And I love the Quay to Quay.

FORM 12

We shouldn't have a Transportation Master Plan without integrating public transportation. We need regional bus to Nanaimo 10x per day at \$2.50-\$5/trip.

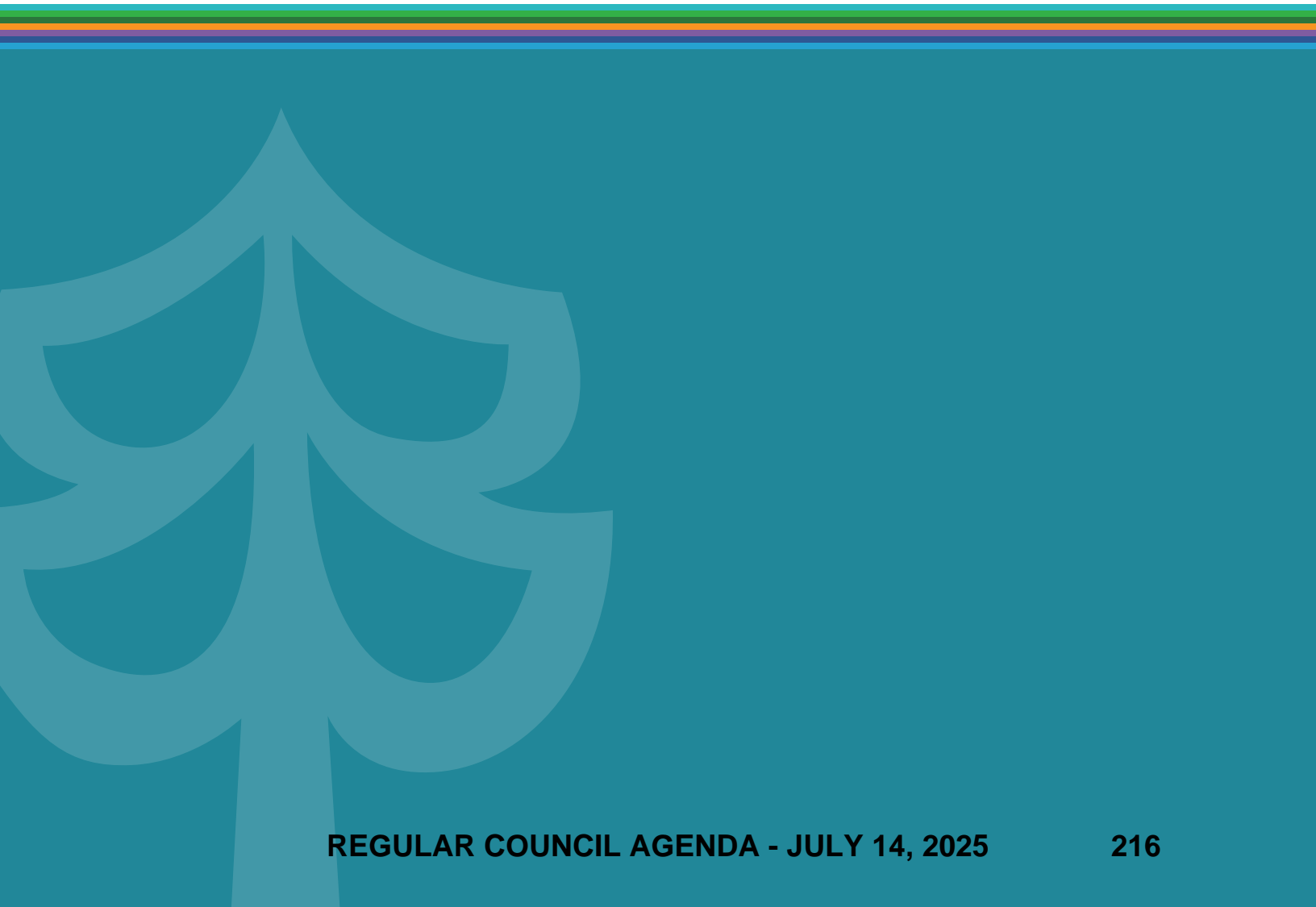
2. POST-IT NOTES

Several comments were posted on the transportation presentation boards by attendees. Each is noted below.

- Teach pedestrian safety. Learn how to use a crosswalk. Make eye contact.
- Wear hi-vis vest when walking.
- Pedestrian crosswalk flashing lights a good start needed at 6th Ave and Roger
- Repair pot wholes i.e. in front of pulp mill (3 weeks)
- Basics first
- Sidewalks where there are desire lines (San, etc)
- Curb cut program over 20 years for accessibility
- Ped & cyclist safety -> to get to parks etc.
- Where are all tsunami warning signs (just 1)
- Need three traffic islands
- Stop bump ups costly
- Safe ped & bike access to Canal Beach from Harbour Quay
- 10th Ave multi use corridor priority
- Sidewalk-bump outs are a waste of money. Teach crosswalk safety.
- 70's 10,000 more population. Stop painting dead bikes on road over + over. Just a sign. Share the road. Bicyclists don't travel main roads.
- No bike lanes until the city can afford it! No electric cars only! No narrowing the roads.
- Start bike safety courses again. Learn bike safety.
- Educate mobility scooter users not to use the roadways
- Improve safety for non-motorized users
- Stop narrowing our streets
- Keep bike lanes to secondary streets
- Smaller commuter buses more runs ie. Greater Vancouver
- Boat launch + parking
- Boat launch & parking
- Boat launch & parking
- Narrow streets! Add shade, beauty, reduce stormwater runoff, improve safety for pedestrians + cyclists!
- Bike stations at Victoria Quay and Harbour Quay
 - -> tourists and locals
- Covered bus shelters more refuse containers at all bus stops
- Leave parking alone
- Harbour Quay
 - Less cars/parking
 - More programming
- Harbour Quay stop vehicle in turn around
- Smaller busses more runs connections

Appendix B:

Community Interest Groups Meeting Summary





UPLIFTco.

UPLIFT ENGAGEMENT COMMUNICATIONS INC.

City of Port Alberni Transportation Master Plan
March 12, 2025 Community Interest Groups
Information Session Summary

Distributed March 26, 2025

CONTENTS

1.	SESSION OVERVIEW	1
2.	SESSION ATTENDEES.....	1
3.	TMP PRESENTATION	2
4.	SESSION DISCUSSION	2
5.	NEXT STEPS.....	5

1. SESSION OVERVIEW

On Wednesday, March 12, from 6:00 to 7:30 PM, Bunt & Associates Engineering, the team developing the City of Port Alberni's Transportation Master Plan (TMP), hosted an online information session with representatives from local interest groups. The session aimed to present the team's preliminary findings and gather insights on the priorities and needs of various groups within the community.

2. SESSION ATTENDEES

Community Interest Group Representatives

- Peter Kaegi, Alberni Valley Transition Town Society, Director
- Chris Hall, Riders of Alberni Valley, President
- James Wright, Alberni Climate Action, Director
- Mike Carter, Port Alberni Port Authority, VP of Operations
- Jenn Collette, CNIB - Canadian National Institute for the Blind, President
- Leni White, CNIB - Canadian National Institute for the Blind, Community Engagement Coordinator
- James Kwinecki, CNIB - Canadian National Institute for the Blind, Program Coordinator
- Jason Carvalho, Couverdon Real Estate / Mosaic Forest Management, Manager, Planning
- Rod Christie, Mosaic Forest Management, Area Planner
- Kevin Ashfield, Mosaic Forest Management, General Manager Operations, Central Island Region
- Kyle Kononowicz, Mosaic Forest Management, Contract Supervisor

City of Port Alberni

- Dave Arsenault, Project Manager

Bunt & Associates

- Tyler Thomson, Senior Transportation Planner

Uplift Engagement Communications

- Christine Wong, Engagement Communications Specialist

3. TMP PRESENTATION

Tyler Thomson opened the workshop by thanking participants and reminding attendees there will be an open house for all master plans, not just the TMP, the following day, and encouraged attendees to share this information with their network. Dave Arsenault provided more details about the open house. The open house will feature all the master plans, including master plans that are completed, in progress, and have not started yet. The Parks, Recreation, and Culture Master Plan will report back on what the team has learned from round 1 engagement and provide information about round 2 engagement. The Transportation Master Plan is now conducting its round 1 engagement. The City will also raise public awareness of the Stormwater and Combined Sewer Overflow Master Plan at the open house. Tyler added that a survey will launch for the TMP right before the open house.

Next, the participants introduced themselves by sharing their names, the organizations they represent, and their expectations for the session. Tyler provided a concise overview of the project's background, its alignment with various other City strategies, and the key objectives of the TMP. Tyler reviewed existing conditions and shared observations, photos, and videos from the team's site visit to Port Alberni. He also presented key transportation data, including traffic patterns and collision statistics compiled and reviewed by the TMP team.

The session then transitioned into an open discussion, allowing attendees to share insights, ask questions, and provide feedback on the project.

4. SESSION DISCUSSION

Tyler Thomson asked participants what observations or concerns they had about transportation in Port Alberni and what they would like to see in the TMP.

- Chris Hall (Riders of Alberni Valley) asked about the map of the traffic modelling of the afternoon rush hour; in his experience, traffic during the noon hour seems very busy.
 - Tyler Thomson responded that the team also noticed this. Usually, there is a morning and afternoon peak that follows the school schedule and when workers would be commuting. However, in Port Alberni, the traffic volume is more linear, with less traffic during the morning and increasing throughout the day.
- Rod Christie (Mosaic Forestry Management) asked if there are plans for a second crossing on Roger Creek.
 - Tyler Thomson responded that it is still early in the TMP process. The team is waiting for growth targets from the Official Community Plan (OCP) to understand if there will be a need for a second Roger Creek crossing.
 - Dave Arsenault added that most residents are aware of the past studies that have been completed for another crossing on Roger's Creek. These studies did not proceed because of engineering and cost concerns. An engineering approach could be used to address some of the congestion issues without building a second crossing. It is most important for residents to inform the City of the issues they think must be addressed. For instance, the City will not invest in

reducing congestion unless they hear it is a problem for residents. If the City hears congestion is an issue and the City needs to add additional connections, the City can take that feedback and come back with recommendations based on what they have heard, and further action can be taken if there is enough demand for an additional crossing.

- Tyler added that on the traffic modelling, the yellow and orange sections show the pinch points in the city. The team understands limited north-south connectivity is an issue.
- James Wright (Alberni Climate Action) feels the TMP is a 'business as usual' plan, which concerns him, considering the transformative effect of climate change. He understands the plan is still in development, but climate change seems to disappear as an issue despite global temperatures rising every year.
 - Tyler Thomson added that the goals developed for the TMP include a shift in transportation modes from car-centric transportation by improving transit and active transportation. Increasing road shares of alternative transportation options is directly linked to addressing climate change.
 - Dave Arsenault expressed that he is personally aware that action on climate change has been lacking from the municipal level. He would like to see more residents come forward, expressing that it is important for plans to address climate change and should be at the forefront of the plan's recommendations. This will help Port Alberni's council and staff understand the importance of climate change for residents. He hopes that residents will speak up on climate change so the City can prioritize it in their plans.
- Chris Hall (Riders of Alberni Valley) commended the City's wide roads and great active transportation route. However, the existing active transportation routes are very steep, and as a cyclist, estimates only 5% of riders would be able to ride these routes. The portion of Dino Trail that goes through Dry Creek is an example. Chris was a teacher at E.J. Dunn Elementary School; he remembered the helicopter delivering the bridge for the trail and how excited everyone was. However, the trail is so steep that most people cannot use it. He also expressed concerns about the maintenance of routes. For instance, Scott King Trail near the Canadian Tire is completely washed out. Safety is another barrier to more people selecting active transportation. Chris lives near the Alberni Valley Multiplex and his daughter worked at the Ministry of Forests, Lands & Natural Resource Operations. Her workplace is within walking distance of the family home. However, safety concerns prevented her from walking to work. If she were to walk, it would mean passing an area with unhoused people living in tents. Chris suggested improving public safety to help encourage more people to choose active transportation and address climate change.
 - Tyler Thomson responded that creeks are an incredible natural feature of Port Alberni but can also create a barrier to transportation. Small improvements can lead to incremental impacts for people who want to walk, cycle, or roll. Improvements can include crossings with a minimal grade connecting two segments of a route or wayfinding signage and lighting, improving safety for active transportation users.
- Rod Christie (Mosaic Forestry Management) asked if there is collaboration or engagement between the TMP and the Ministry of Transportation and Transit (MoTT) or the Alberni-Clayoquot Regional District (ACRD).
 - Tyler Thomson confirmed that the TMP will be engaging with other levels of government. There are many interest groups in transportation, and the TMP is looking to inform/collaborate with them. The team is scheduled to meet with representatives from ACRD and MoTT.

- James Wright (Alberni Climate Action) commented that his organization would like to have a safe, active transportation route through Roger Creek for bikes, e-bikes, and pedestrians. As it stands, the Scott Kenny Trail on Tenth Avenue is too steep to be safe for most users on bikes.
- Tyler Thomson responded that there are opportunities to address that, but it would involve infrastructure and understanding the level of importance of this issue from residents. If the team has heard it today, it will likely be heard tomorrow at the open house. The more the team hears the same feedback, the easier it will be to support it
- Chris Hall (Riders of Alberni Valley) highlighted pinch points throughout the city for cyclists, including the River Crossing, the Tenth Avenue dip, and in front of the mill, where it becomes Third Avenue. He asked if there is a discussion about widening the roads/bike paths or putting up more signage to encourage vehicles to share the road with cyclists. The City has put up a sign at the very bottom of Roger Street where it becomes River Road that says 'Single File.' Chris would like to put up similar signs near the mentioned pinch points. When cycling, he has been honked at and run off the road by cars. Cyclists would benefit from having a visual reminder for drivers to share the road.
- Tyler Thomson agreed that having consistent signage and messaging is important. Having signage throughout the city can help improve the comfort levels of users. Other dedicated facilities can be explored, such as road shoulders or paths. It is important to find opportunities to separate transportation modes or provide protected pathways when separation is not possible.
- Jenn Collette (CNIB - Canadian National Institute for the Blind) asked if improved bus transportation between Port Alberni and other communities is part of the TMP.
- Tyler Thomson responded that the TMP will address bus transportation indirectly. BC Transit determines the route planning and service levels. The team will meet with BC Transit at a later date.
- Dave Arsenault added that the TMP and OCP would contain policy statements for objectives the City cannot control, but when these policy statements can become a council-endorsed recommendation.
- Tyler Thomson added that he understands there is a desire for more connection between Port Alberni and other communities. In other parts of Vancouver Island, BC Transit operates routes between different communities. If there is a desire for a transit connection between Nanaimo and Port Alberni, the TMP can't control this but can include it as a recommendation.
- Jenn Collette volunteered that when it is time to provide input on the issue, she would like to participate. Those who do not drive have limited options to travel to Parksville or Qualicum. Jenn will also discuss the issue with the ACRD. She feels Port Alberni is very isolated despite the express bus to Tofino. She does not like that the express bus does not stop at some of the smaller communities on its route.
- Tyler Thomson reminded participants there will be an upcoming survey where participants can provide this feedback.
- Jenn Collette (CNIB - Canadian National Institute for the Blind) expressed dissatisfaction with HandyDART and the existing bus routes within Port Alberni. She explained that travelling to the Cameron Heights neighbourhood from Walmart would take one hour. Bus routes should be more direct and not require residents to meander through both sides of the city.
- James Wright (Alberni Climate Action) added that the Port Alberni bus system is inconvenient for most potential users because the routes are convolute and not direct. A direct bus between Port Alberni's four 'town centres' would make it more useable. In his opinion, BC Transit doesn't seem to consult with the City on routes. James feels the city is disadvantaged in terms of

regional transportation. On public transit, there are 18 daily trips from Qualicum to Nanaimo, costing riders \$2.50. There are a maximum of two daily trips from Port Alberni to Nanaimo, with riders paying \$39.

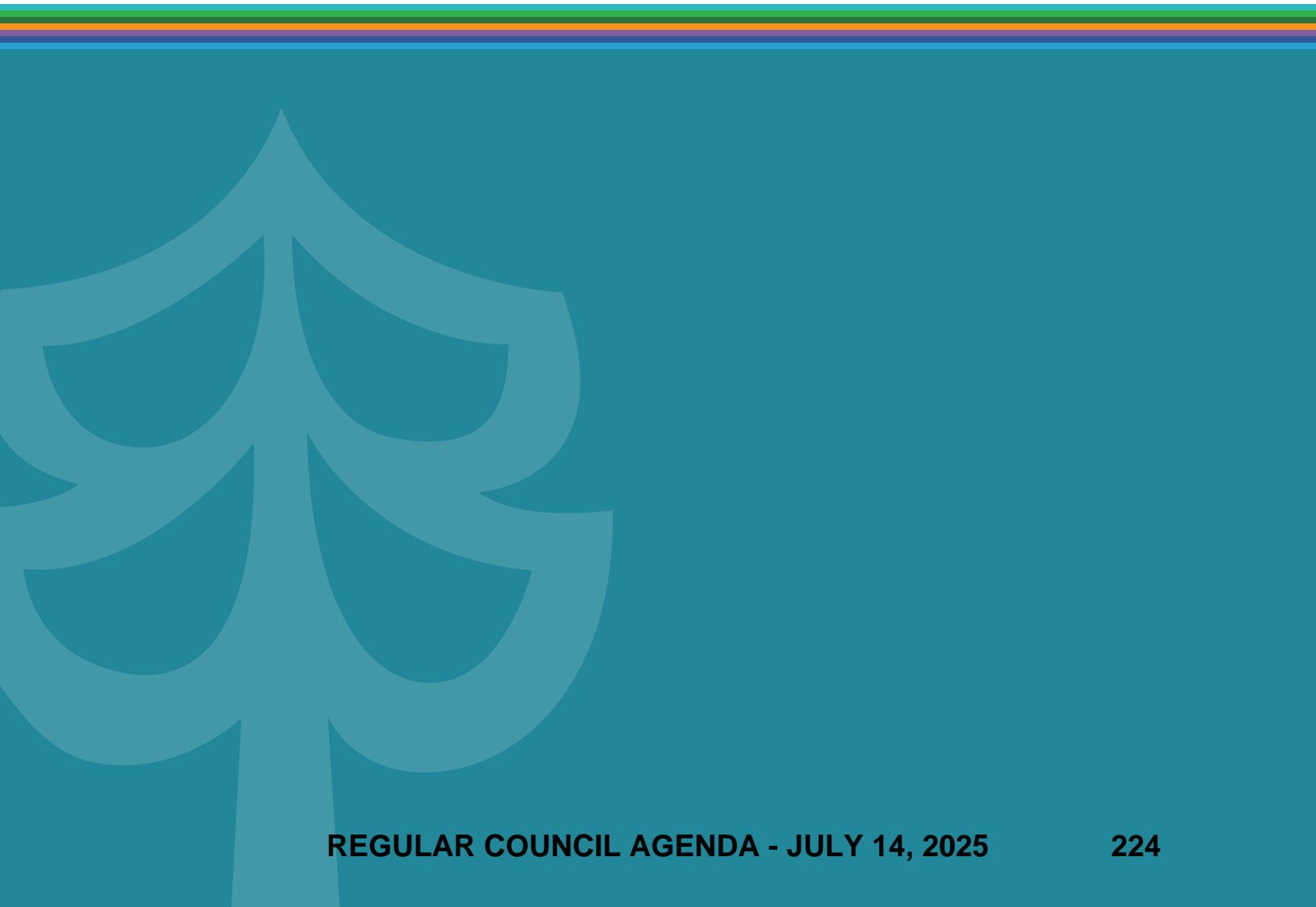
- Tyler Thomson responded that while public transportation connections between Port Alberni and surrounding communities are outside the scope of the TMP, it is important to acknowledge the importance of this issue for residents.
- Rod Christie (Mosaic Forestry Management) responded that his company would support separating modes for road users. He is especially interested in the discussions regarding the designated truck routes, and his staff would be keen to participate.
 - Tyler Thomson responded that there are places where heavy commercial vehicles can exist with other transportation modes, such as Granville Island. However, in general, separation between modes is preferred. Allowing trucks to travel without conflict is a key consideration of the TMP. If there are routes truck operators want to use or are currently using, his team wants to know. Tyler reiterated that there is limited north-south connectivity not just with creeks but throughout town.
 - Rod Christie added that Mosaic has put considerable effort into mitigating pedestrian conflict and has dashboard cameras on all its trucks. The company complied with a request to limit the use of Anderson Avenue, but he knows there are still trucks that do that. He requests that if there is an issue with one of Mosaic's trucks, to note the number and contact the company directly so they can address the problem.
- Rod Christie (Mosaic Forestry Management) asked if the TMP includes pavement conditions. He has seen rutting in roads that has been recently paved, and he is already seeing water pooling as a result.
 - Tyler Thomson confirmed pavement conditions will be part of the TMP and would be considered as part of capital planning.
 - Dave Arsenault added that Port Alberni has a budget separate from the TMP to hire a company to complete an automated assessment for all of Port Alberni's roads using special trucks. Updating the road classification and standards will help the City understand which roads need to be built to a higher standard for trucking and where less investment can be made. Currently, there is no standard, and the City recognizes this as an issue.

5. NEXT STEPS

Tyler Thomson closed the session by outlining the next steps for public engagement, including the open house and survey. Dave Arsenault reiterated the best way for participants to be updated about the project/be notified would be through the TMP page on letsconnectpa.ca.

Appendix C:

Complete Survey Report



Survey 1: Your Transportation Needs

SURVEY RESPONSE REPORT

12 March 2025 - 11 April 2025

PROJECT NAME:

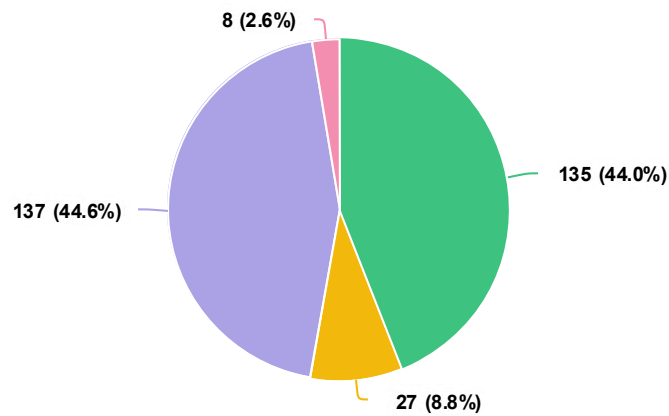
Transportation Master Plan





SURVEY QUESTIONS

Q1 Do you live or work in Port Alberni?



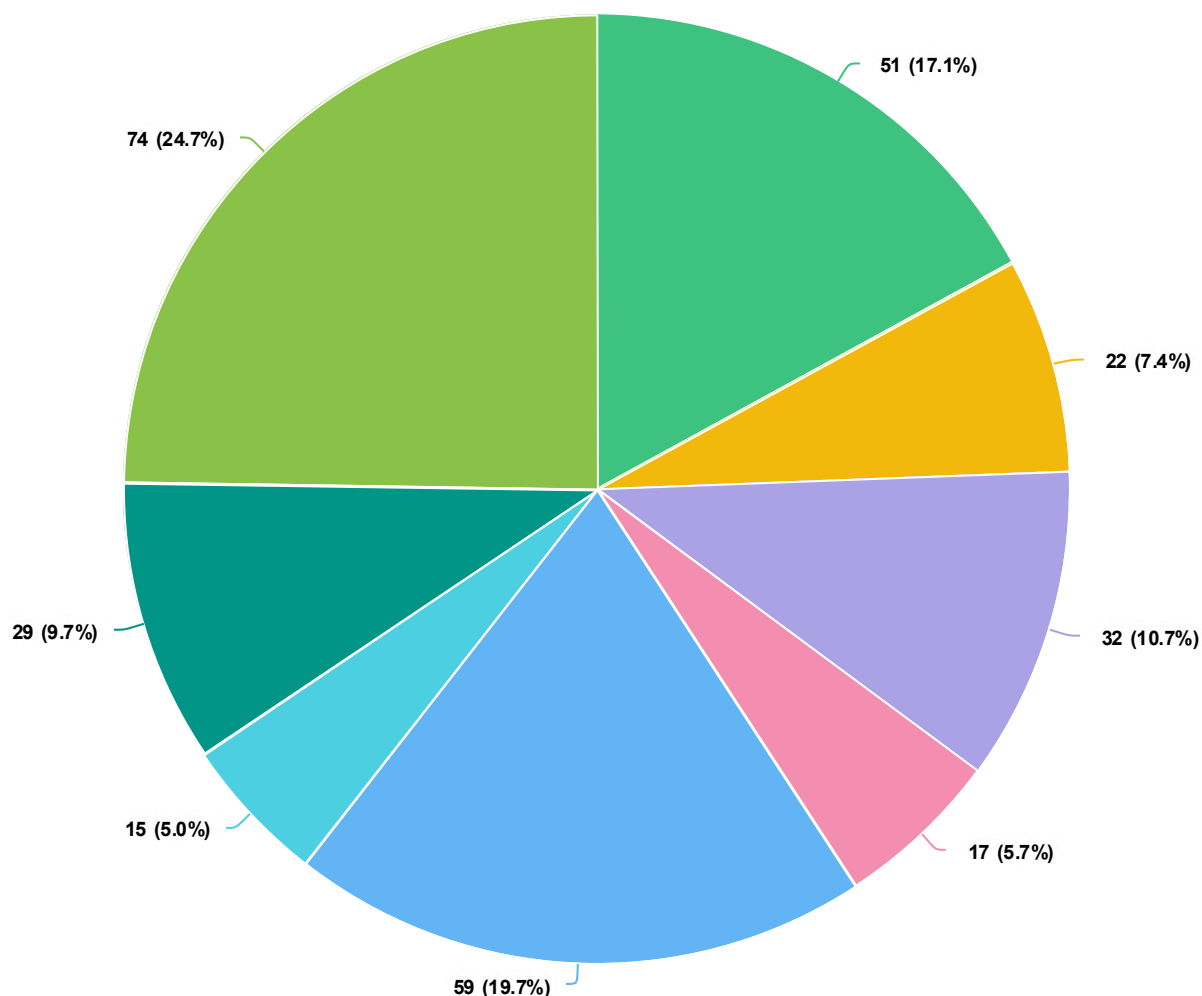
Question options

- I live in Port Alberni
- I work in Port Alberni
- I live and work in Port Alberni
- I do not live in Port Alberni, but visit the area on occasion

Mandatory Question (307 response(s))

Question type: Radio Button Question

Q2 Using the map below, please indicate the area you live in.

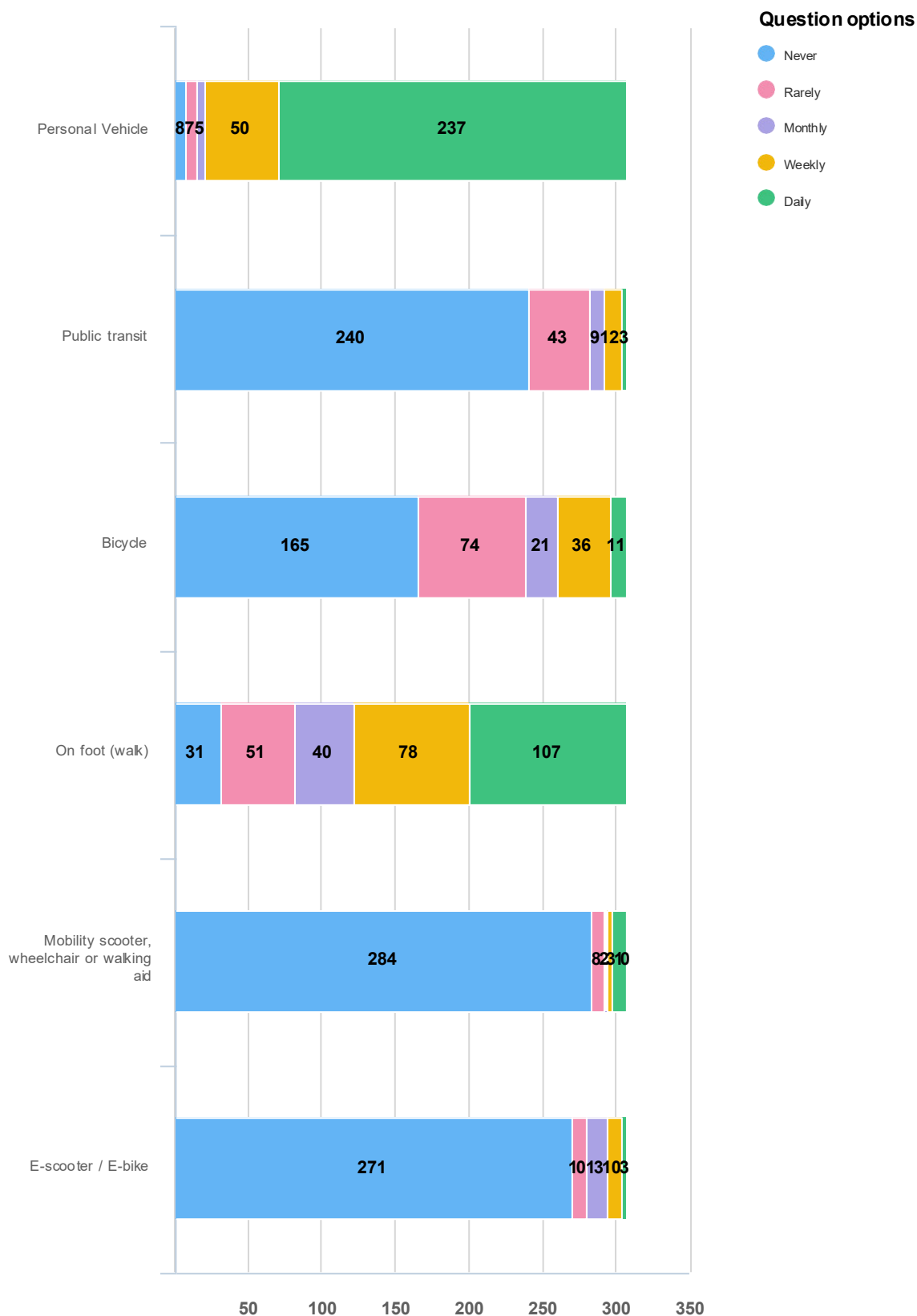


Question options

- Area 1 - Kitsuksis Creek to Orange Bridge
 ● Area 2 - Northport central, Kitsuksis Creek to Railway
- Area 3 - Northport east, Railway to Pacific Rim Shopping Centre
 ● Area 4 - Roger Creek to Wallace Street
- Area 5 - Wallace Street to Owatchet / Dry Creek
 ● Area 6 - Upper Burde, Bracken Lane eastward
- Area 7 - Southport central, west of 10th Ave, Owatchet/Dry Creek to Montrose St./South Cres
- Area 8 - Southport south, and southeast

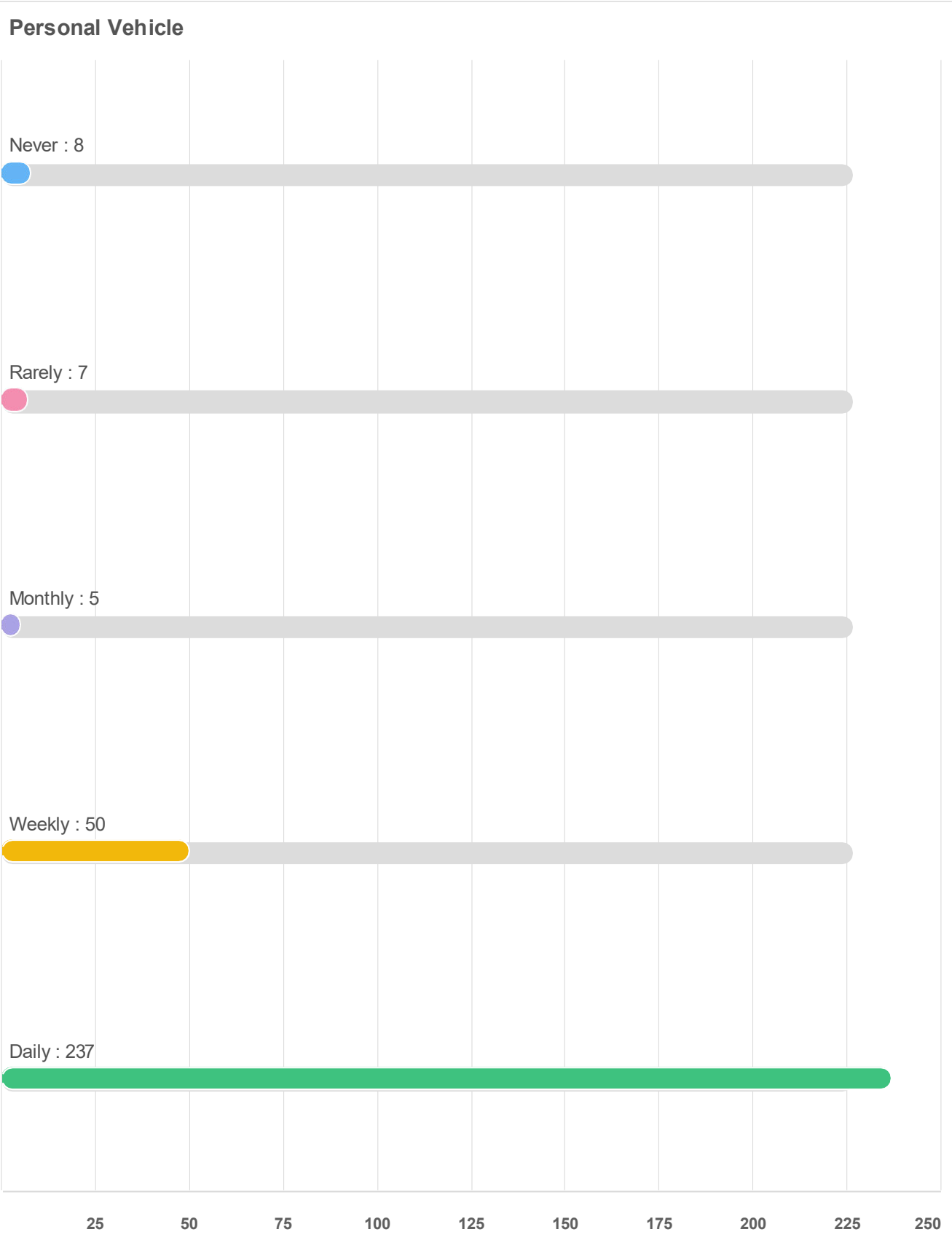
Mandatory Question (299 response(s))
Question type: Radio Button Question

Q3 How often do you travel by the following modes of transportation in Port Alberni?

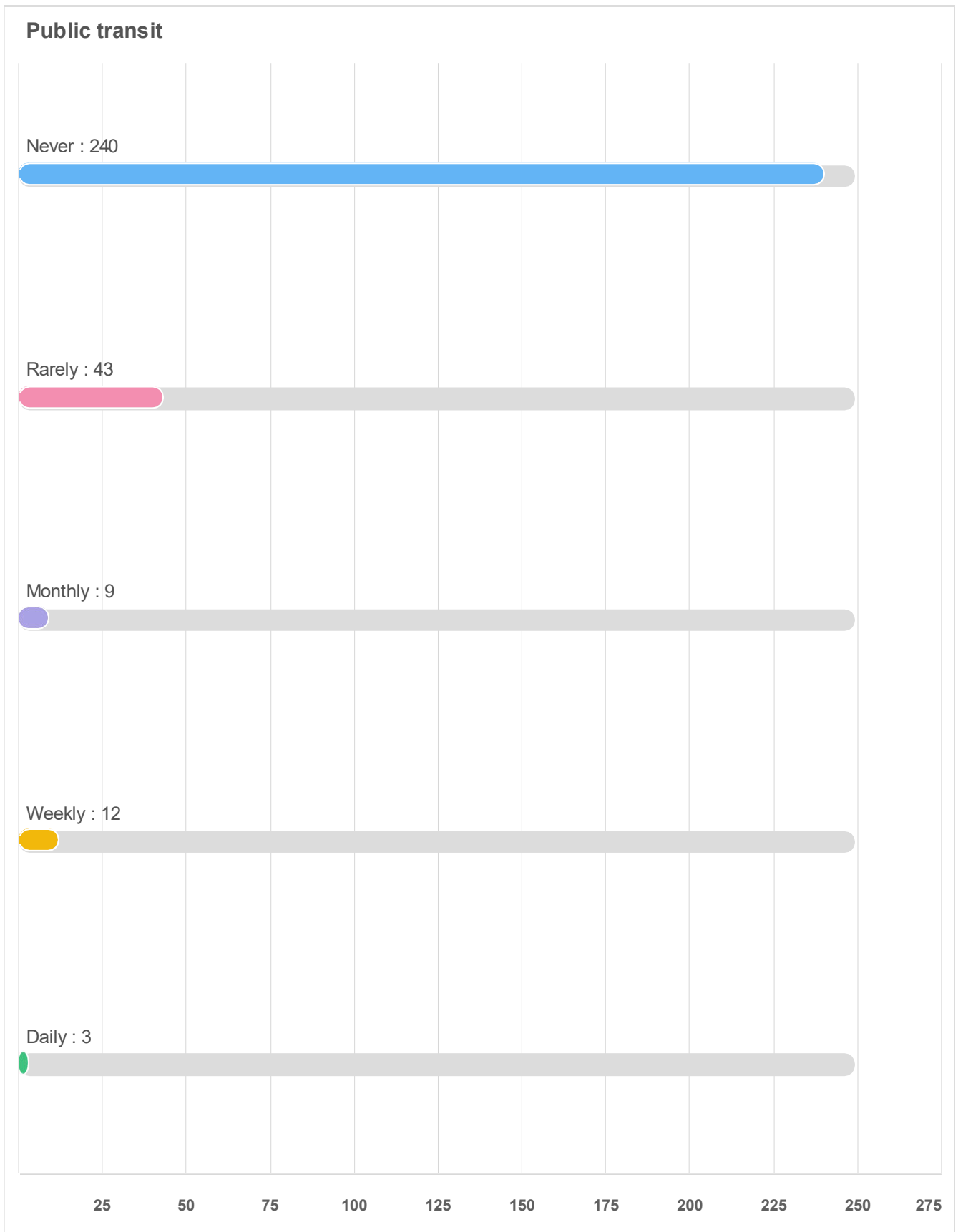


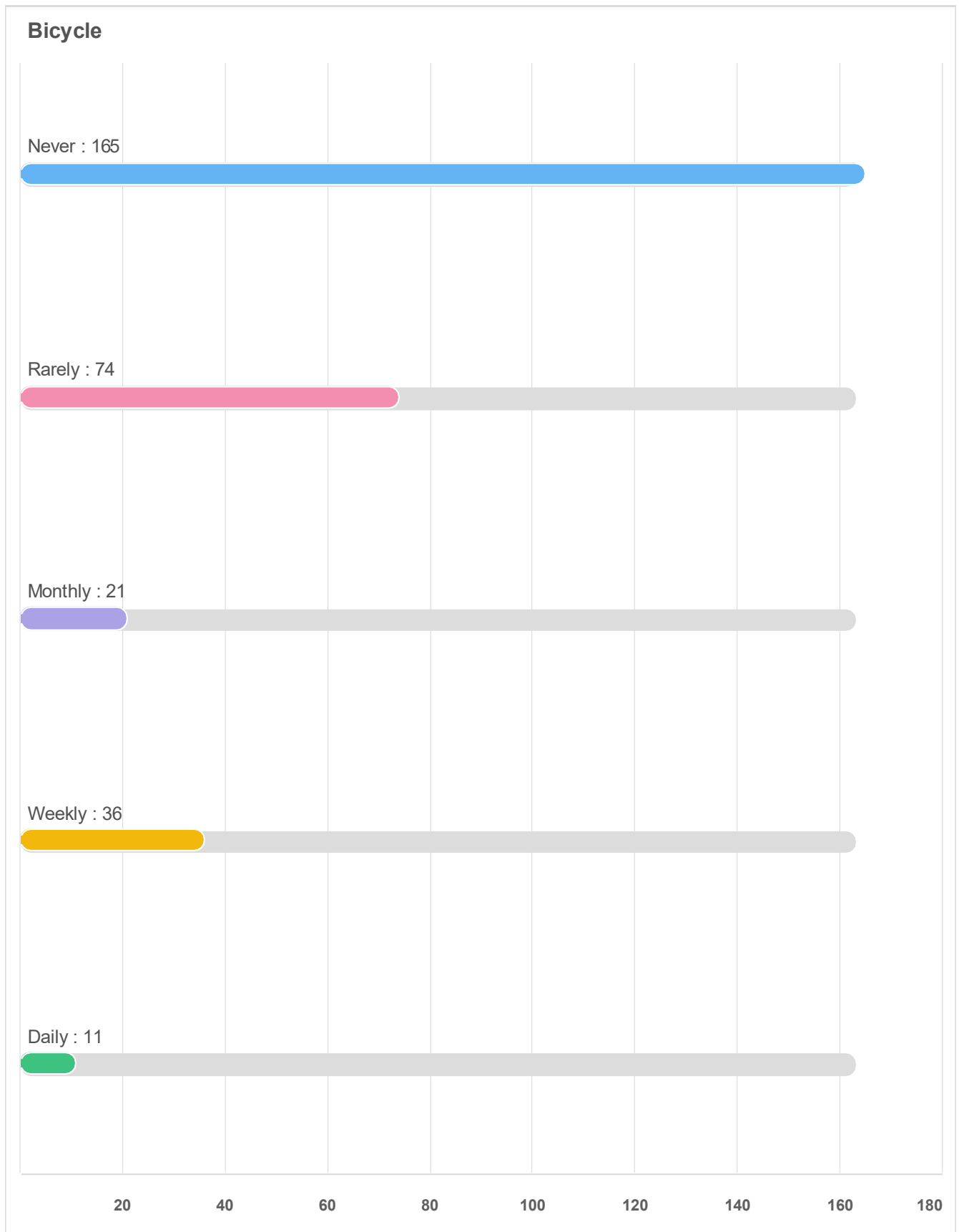
Mandatory Question (307 response(s))
Question type: Likert Question

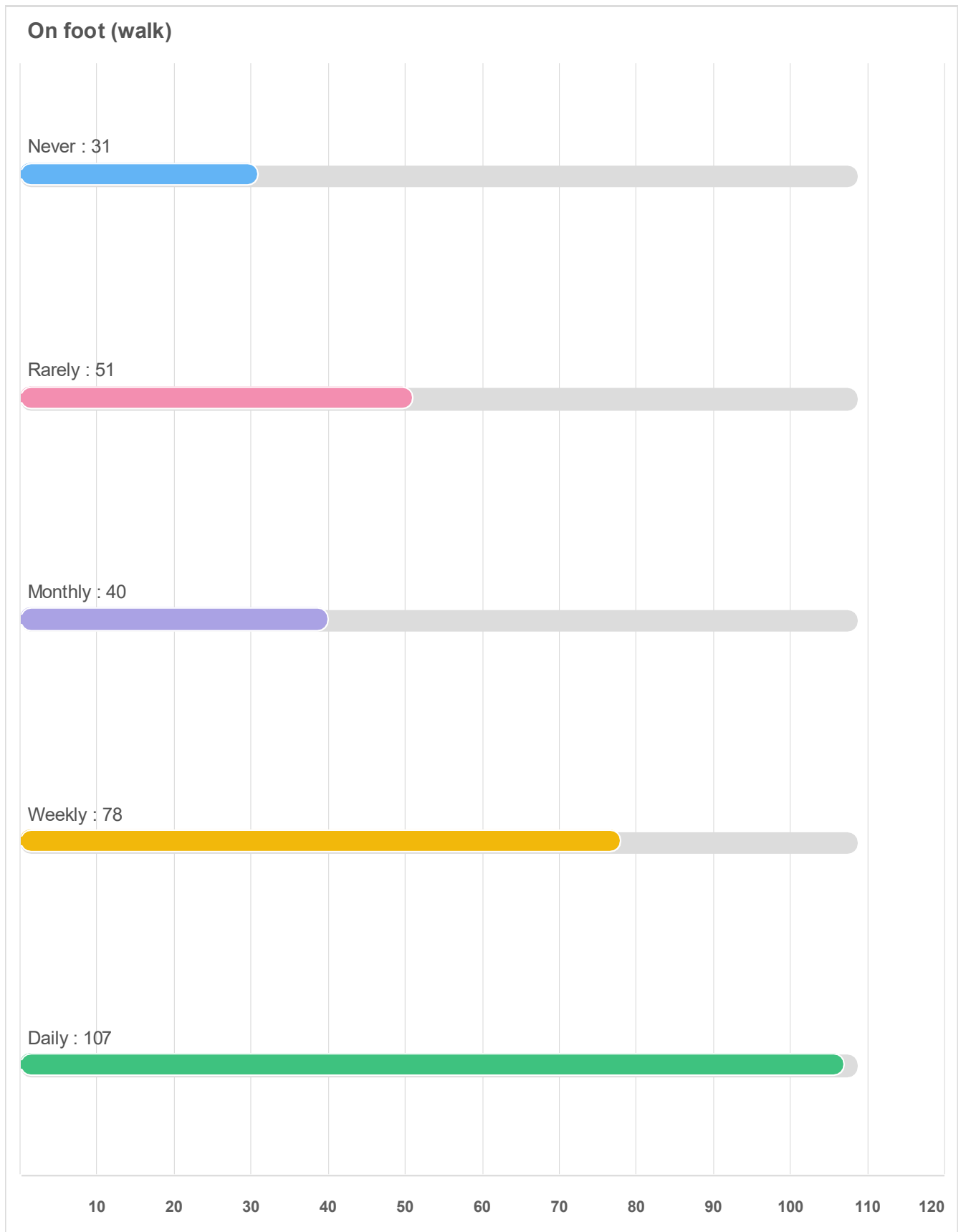
Q3 | How often do you travel by the following modes of transportation in Port Alberni?

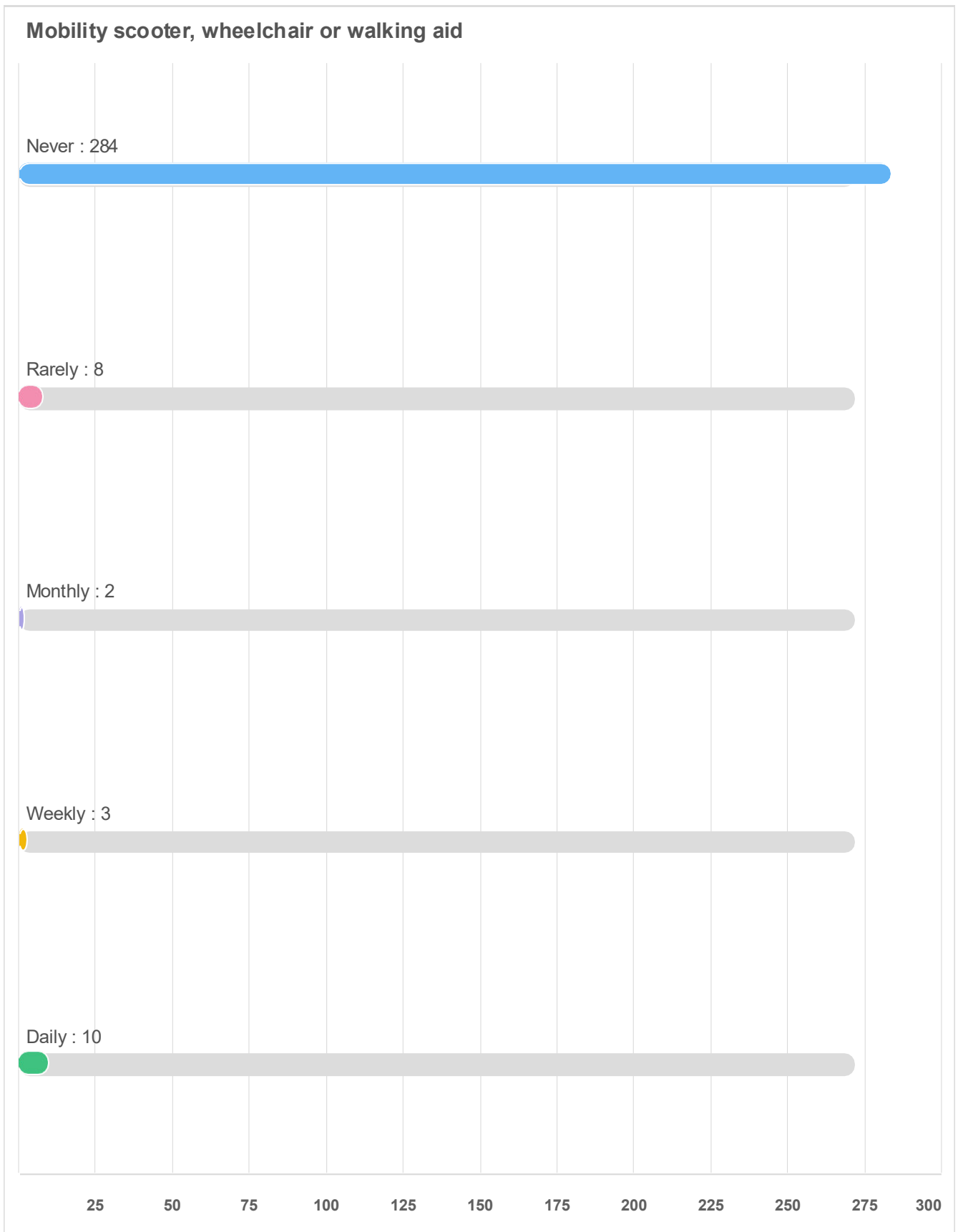


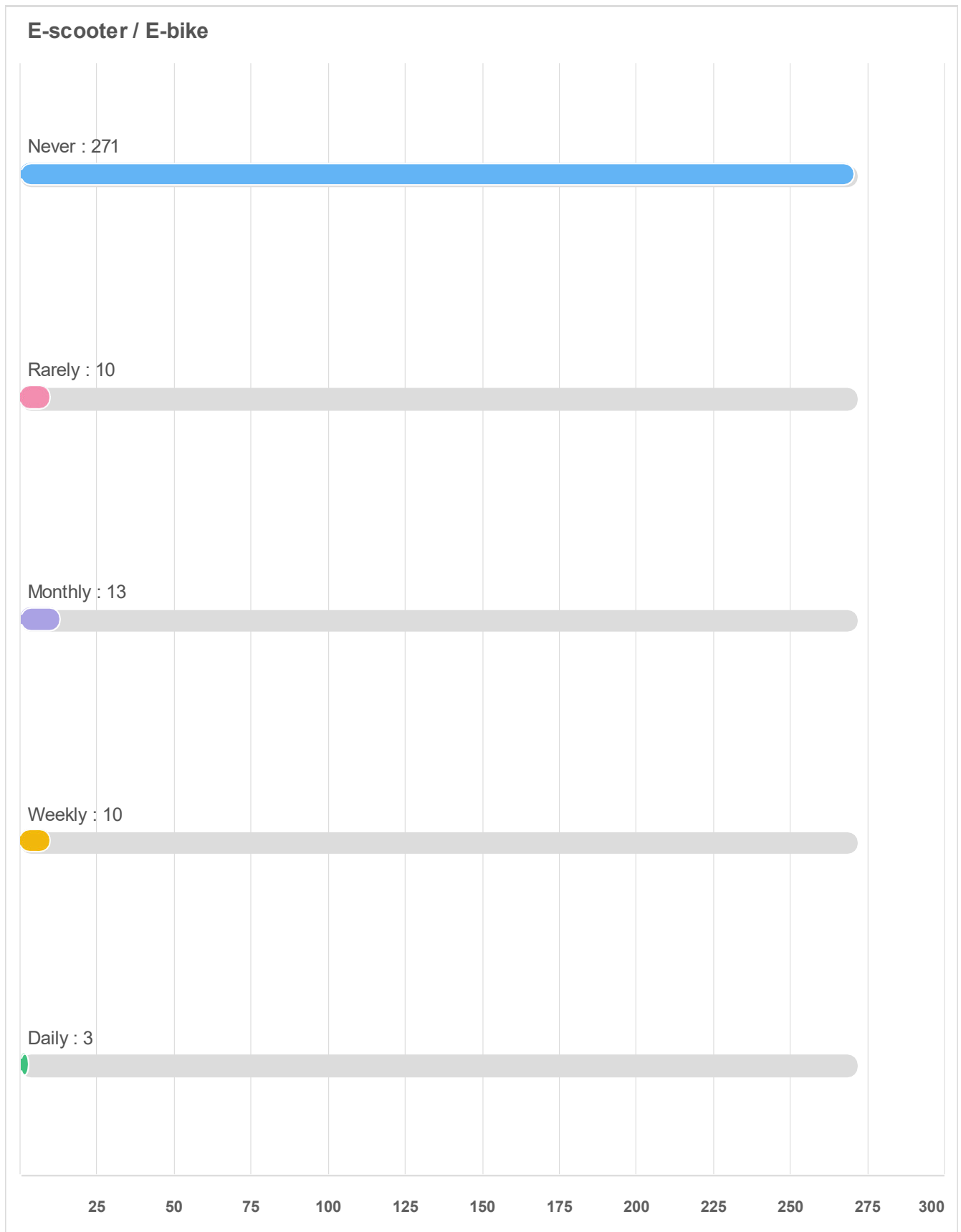
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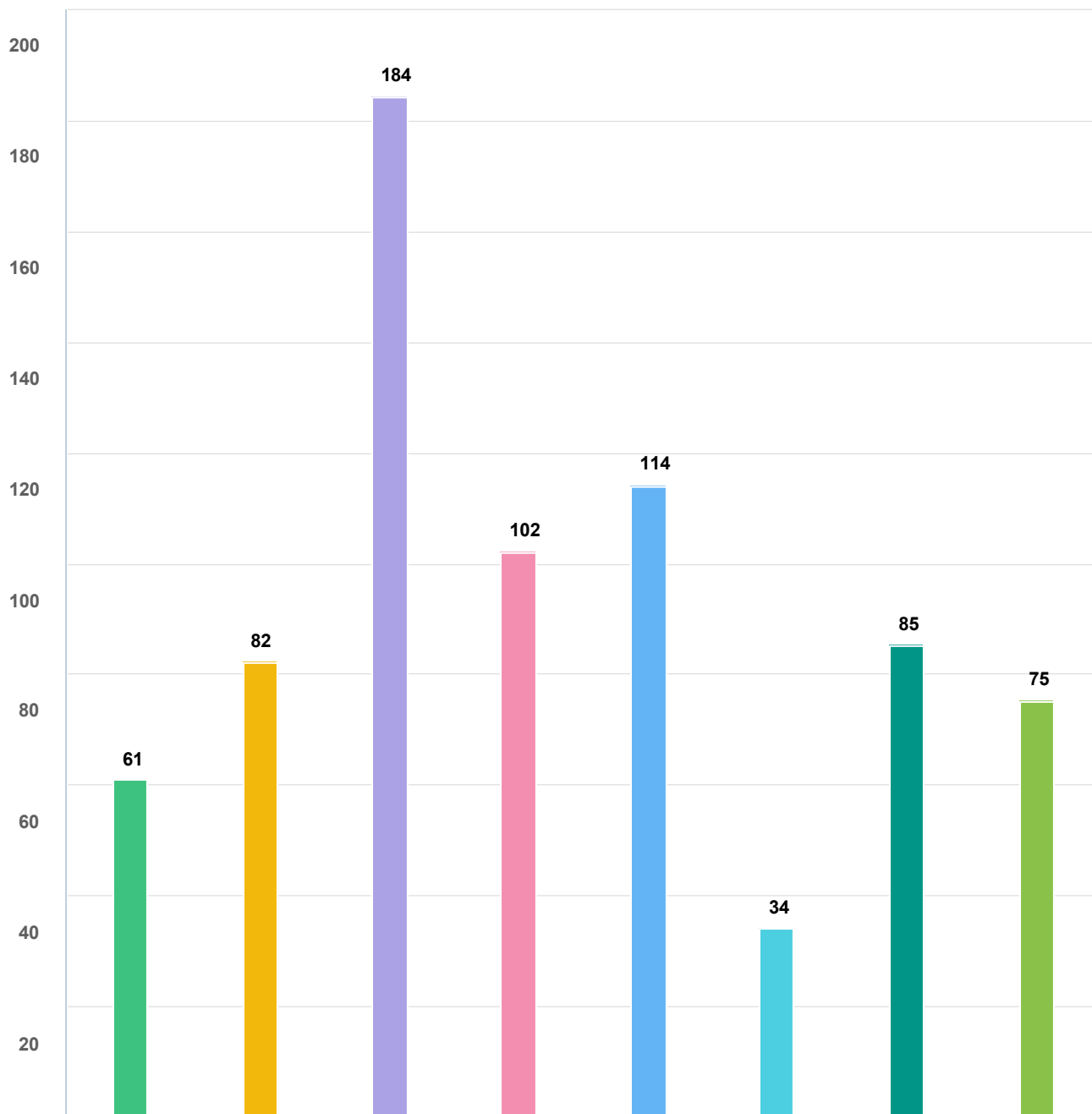








Q4 | Where do you travel to most often in Port Alberni (either for work, leisure, or other purposes)? Please select a maximum of 3 areas.



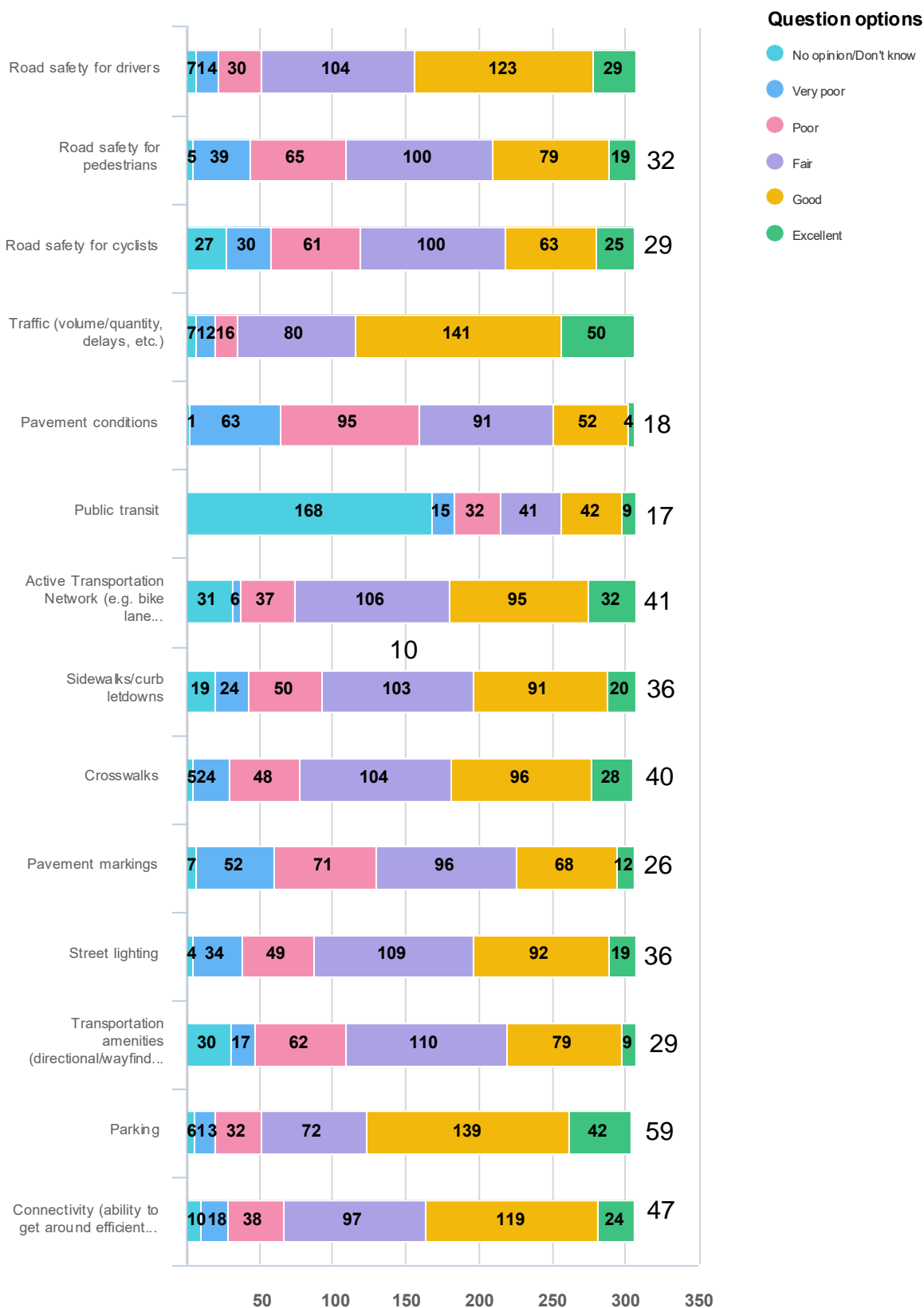
Question options

- Area 8 - Southport south, and southeast
- Area 7 - Southport central, west of 10th Ave, Owatchet/Dry Creek to Montrose St./South Cres
- Area 6 - Upper Burde, Bracken Lane eastward
- Area 5 - Wallace Street to Owatchet / Dry Creek
- Area 4 - Roger Creek to Wallace Street
- Area 3 - Northport east, Railway to Pacific Rim Shopping Centre
- Area 2 - Northport central, Kitsuksis Creek to Railway
- Area 1 - Kitsuksis Creek to Orange Bridge

Mandatory Question (307 response(s))

Question type: Checkbox Question

Q5 Please rate the following transportation-related elements (overall) in Port Alberni.

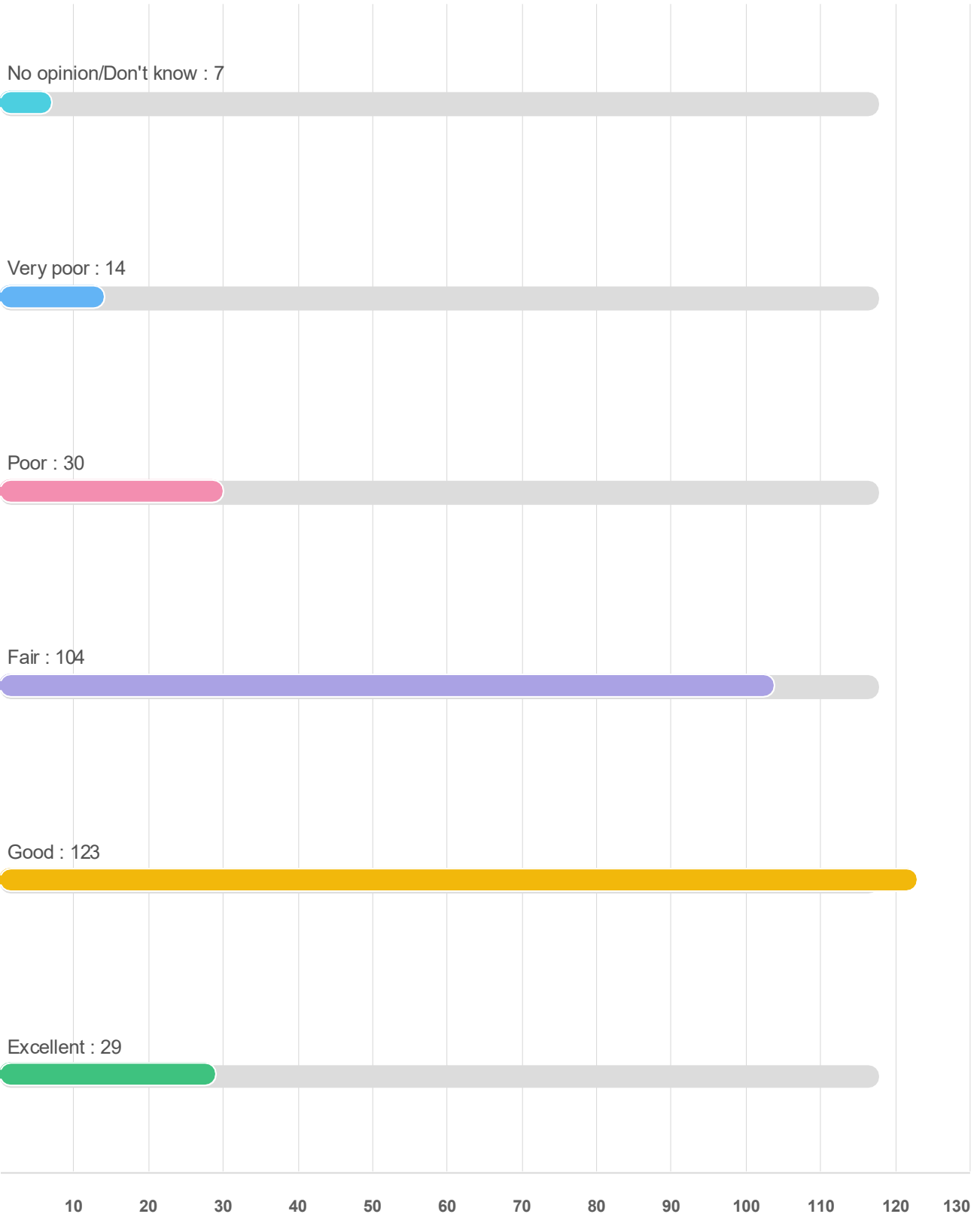


Optional question (307 response(s), 0 skipped)

Question type: Likert Question

Q5 | Please rate the following transportation-related elements (overall) in Port Alberni.

Road safety for drivers



Road safety for pedestrians

No opinion/Don't know : 5



Very poor : 39



Poor : 65



Fair : 100



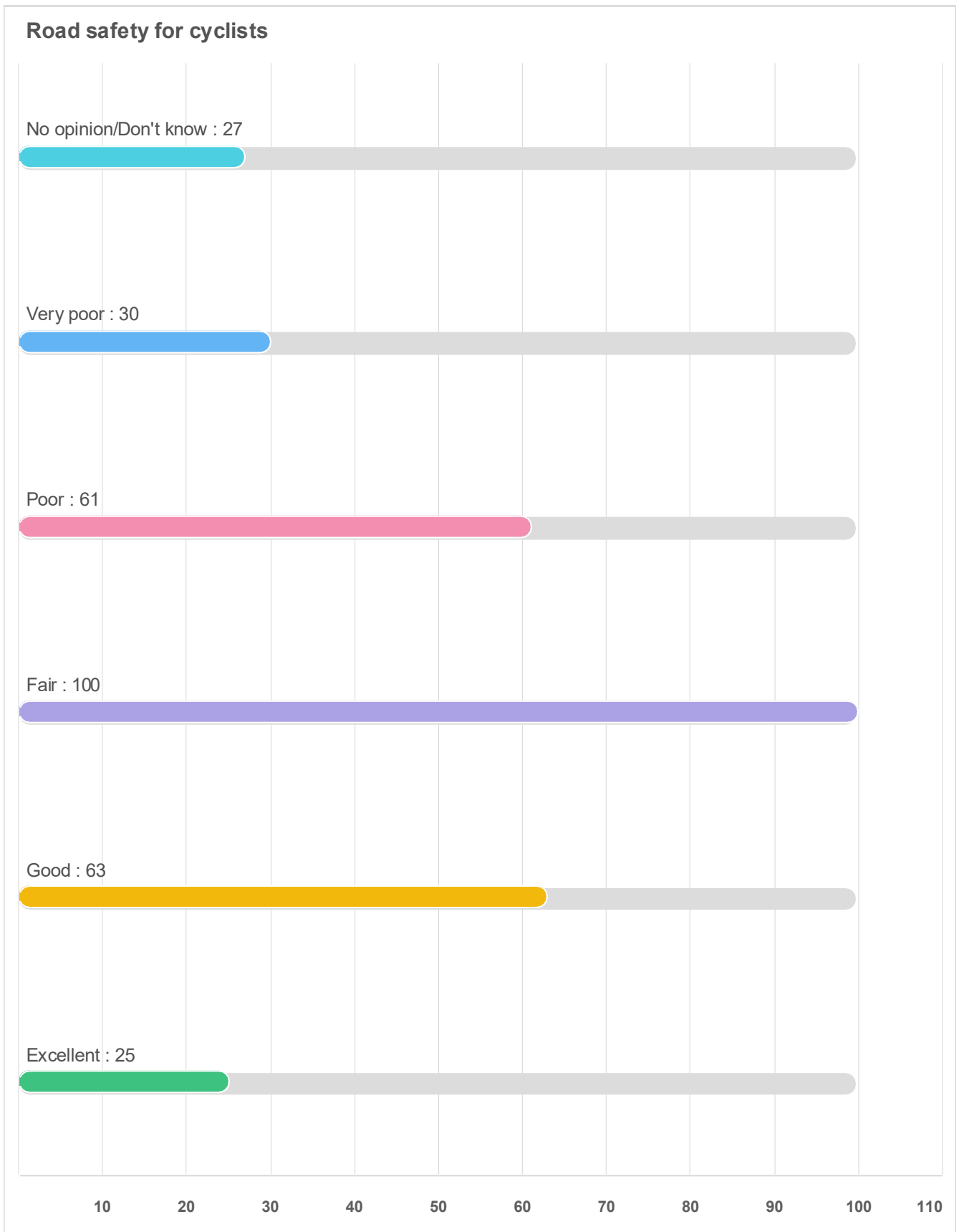
Good : 79

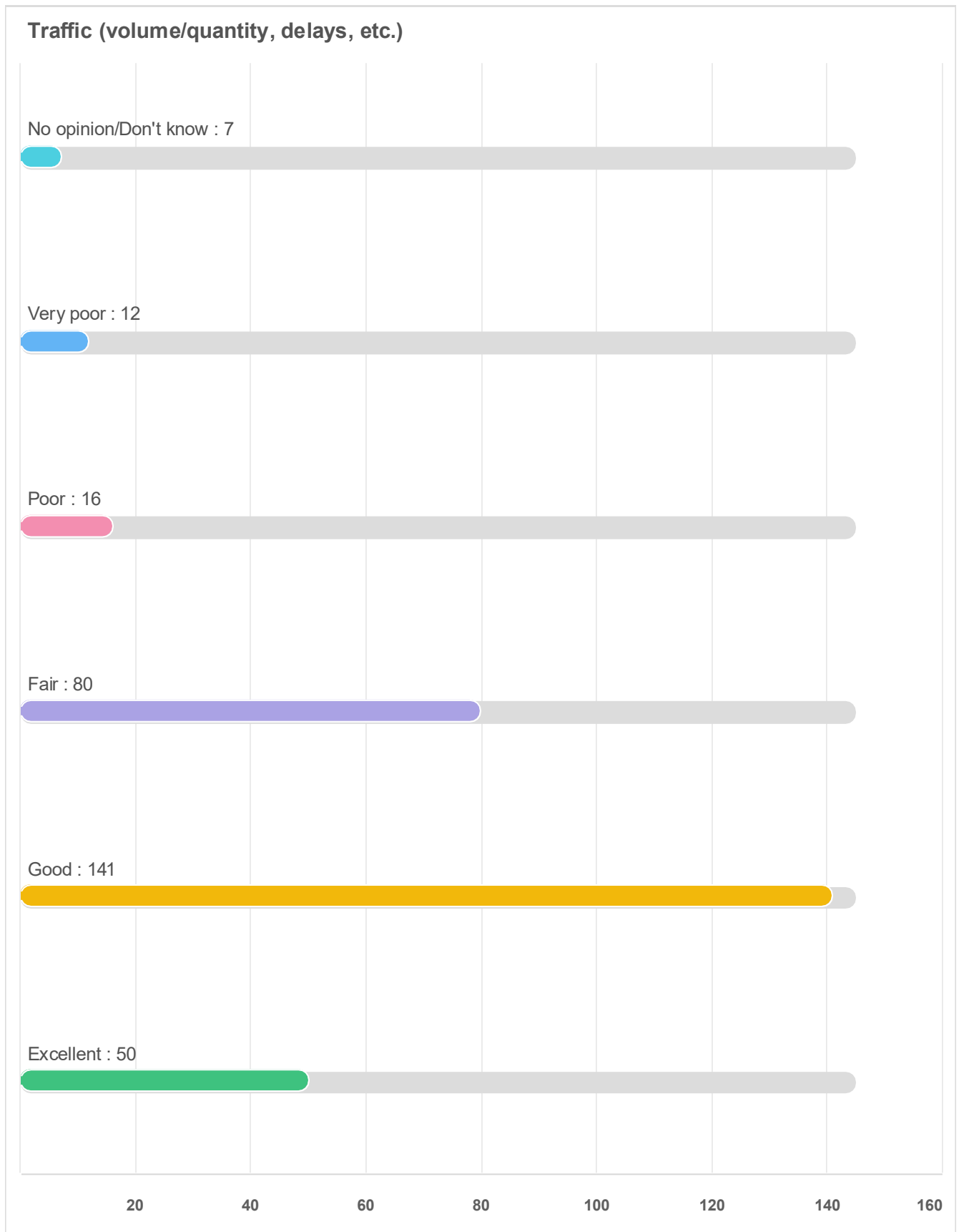


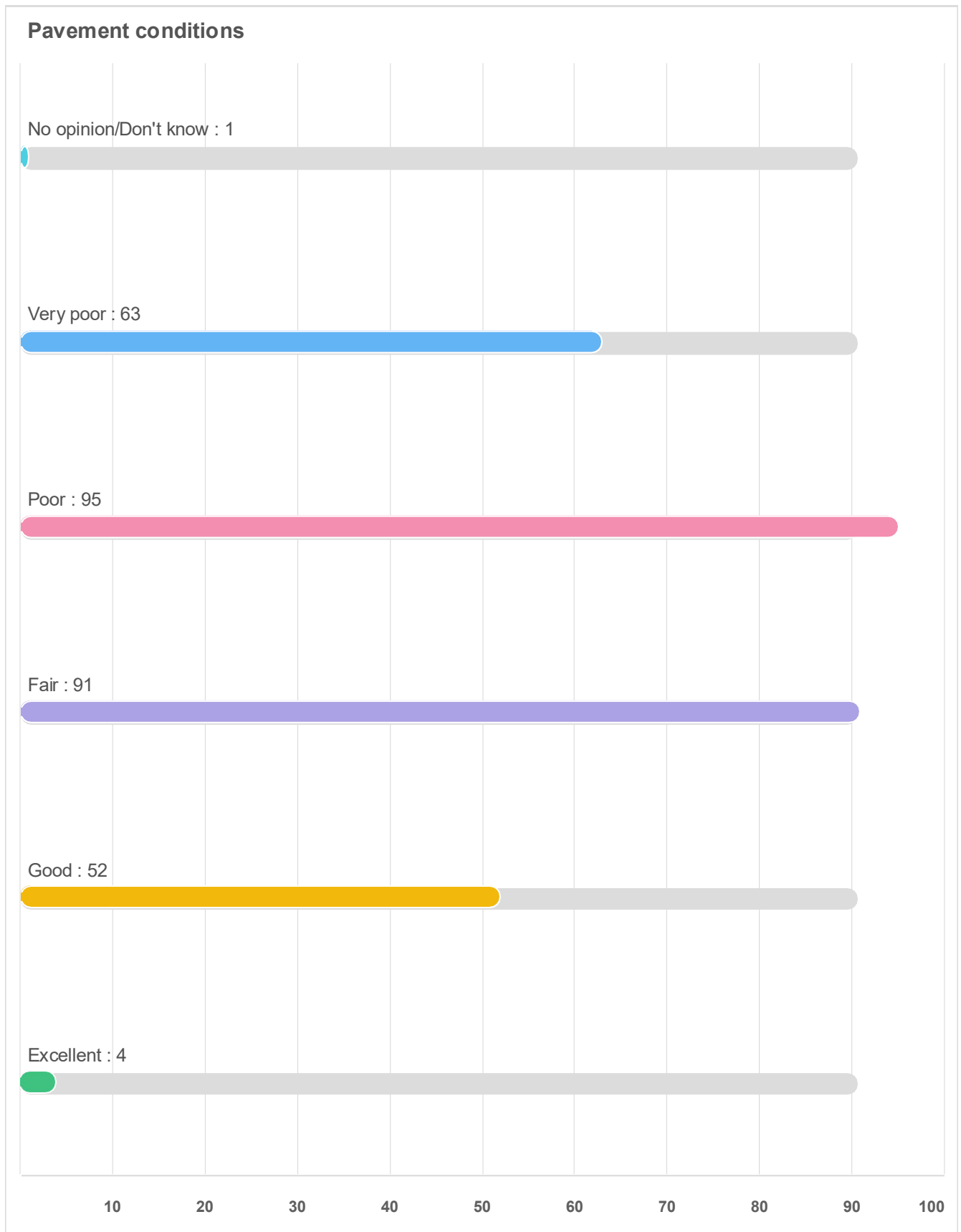
Excellent : 19

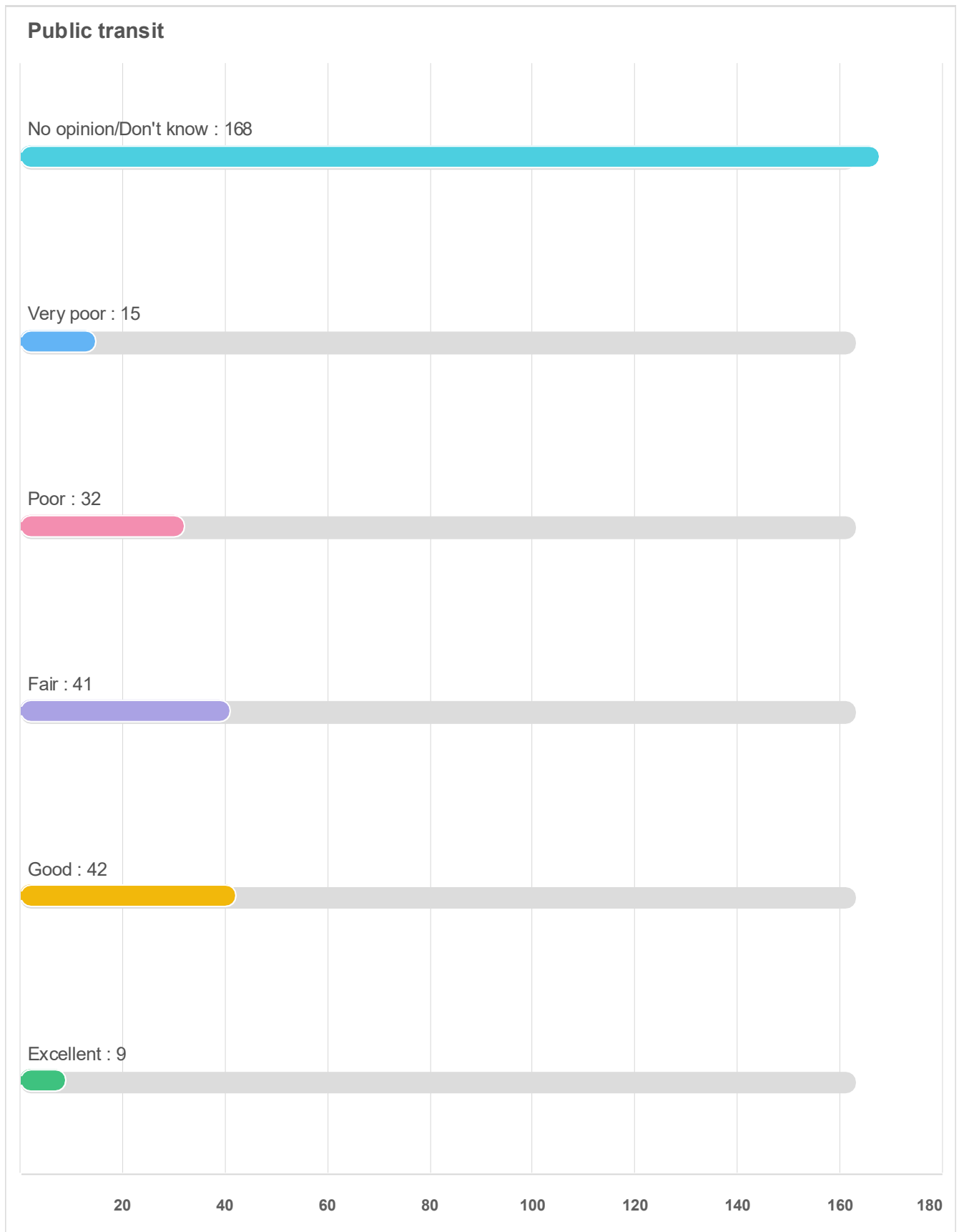


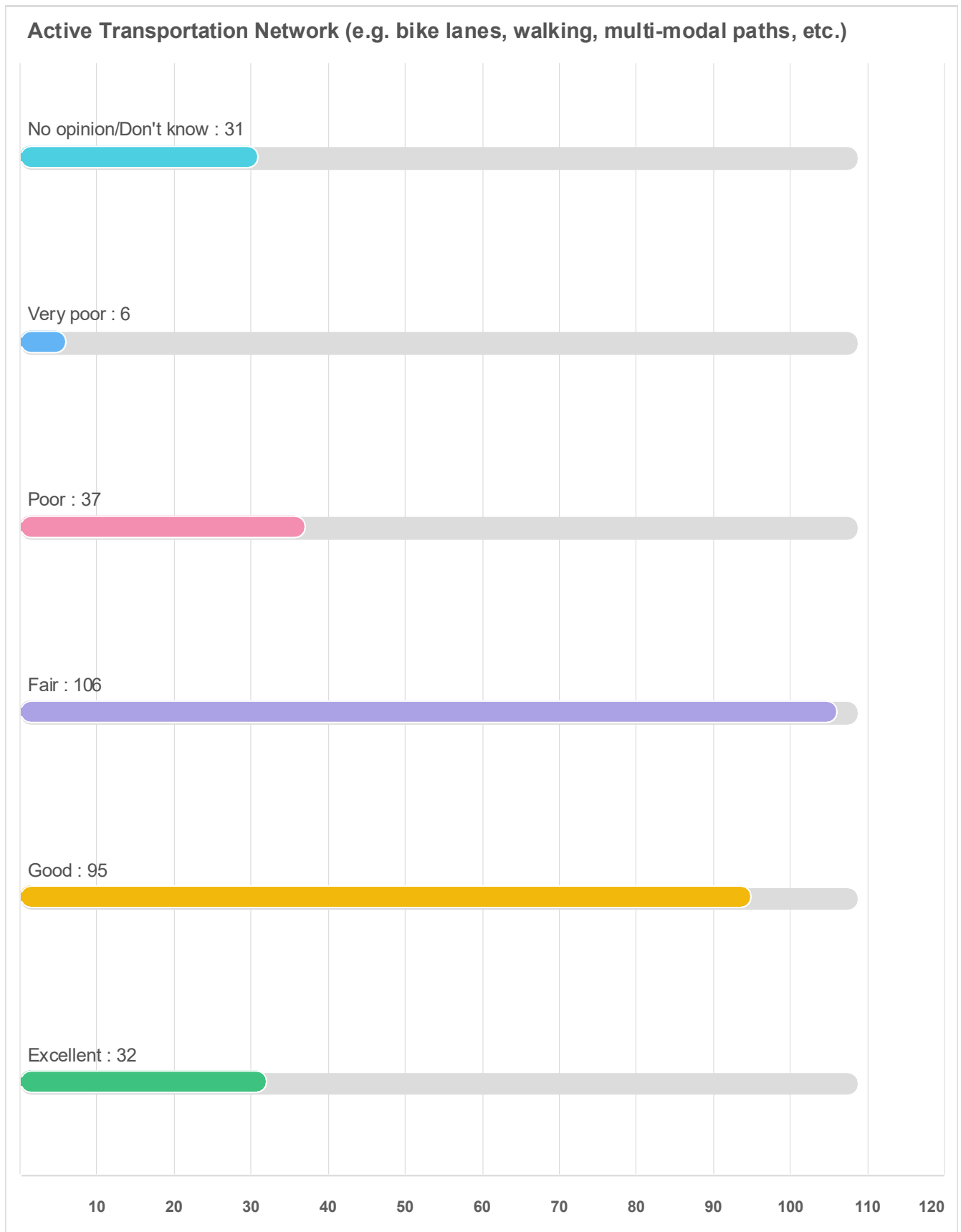
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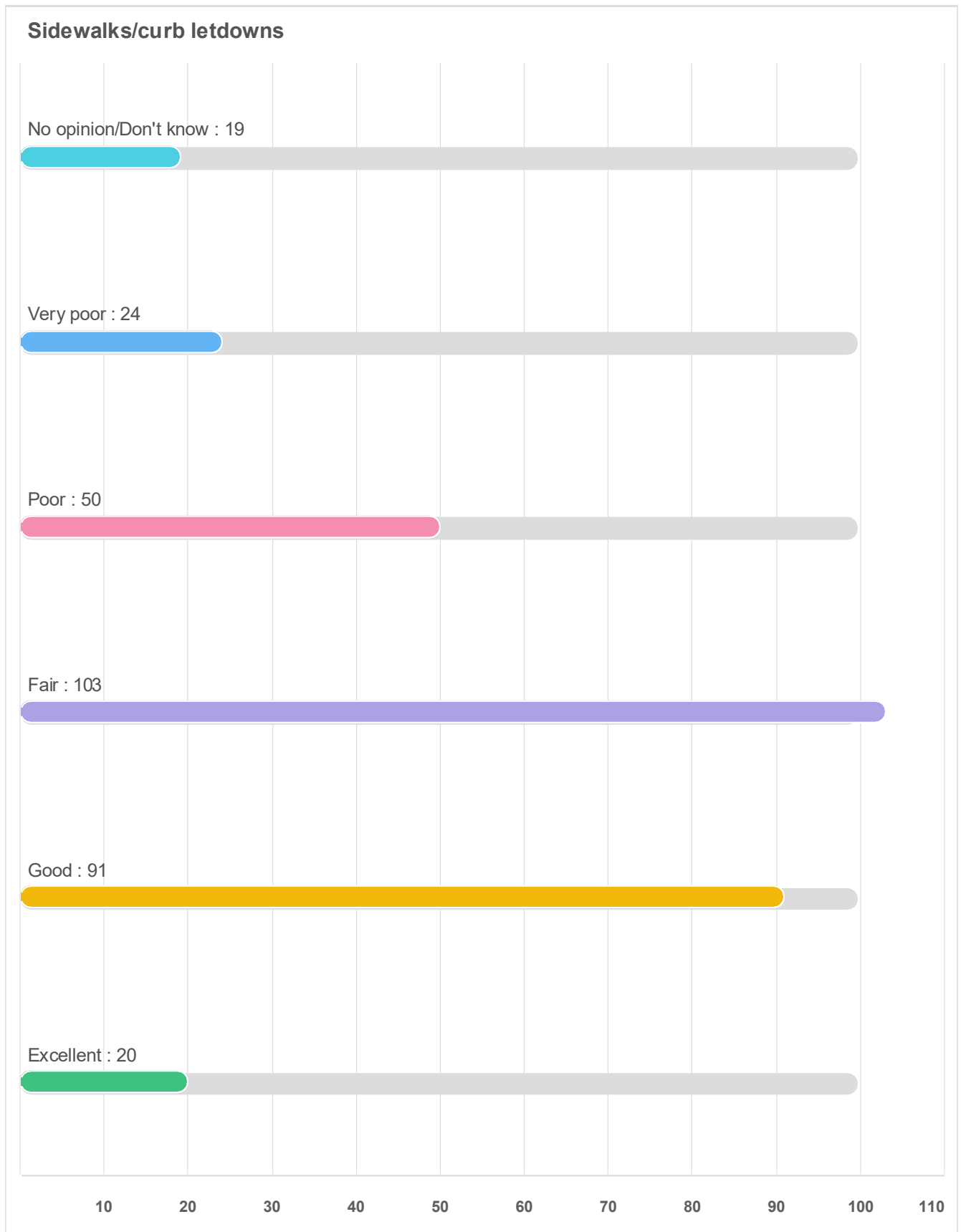












Crosswalks

No opinion/Don't know : 5



Very poor : 24



Poor : 48



Fair : 104



Good : 96



Excellent : 28



Pavement markings

No opinion/Don't know : 7



Very poor : 52



Poor : 71



Fair : 96



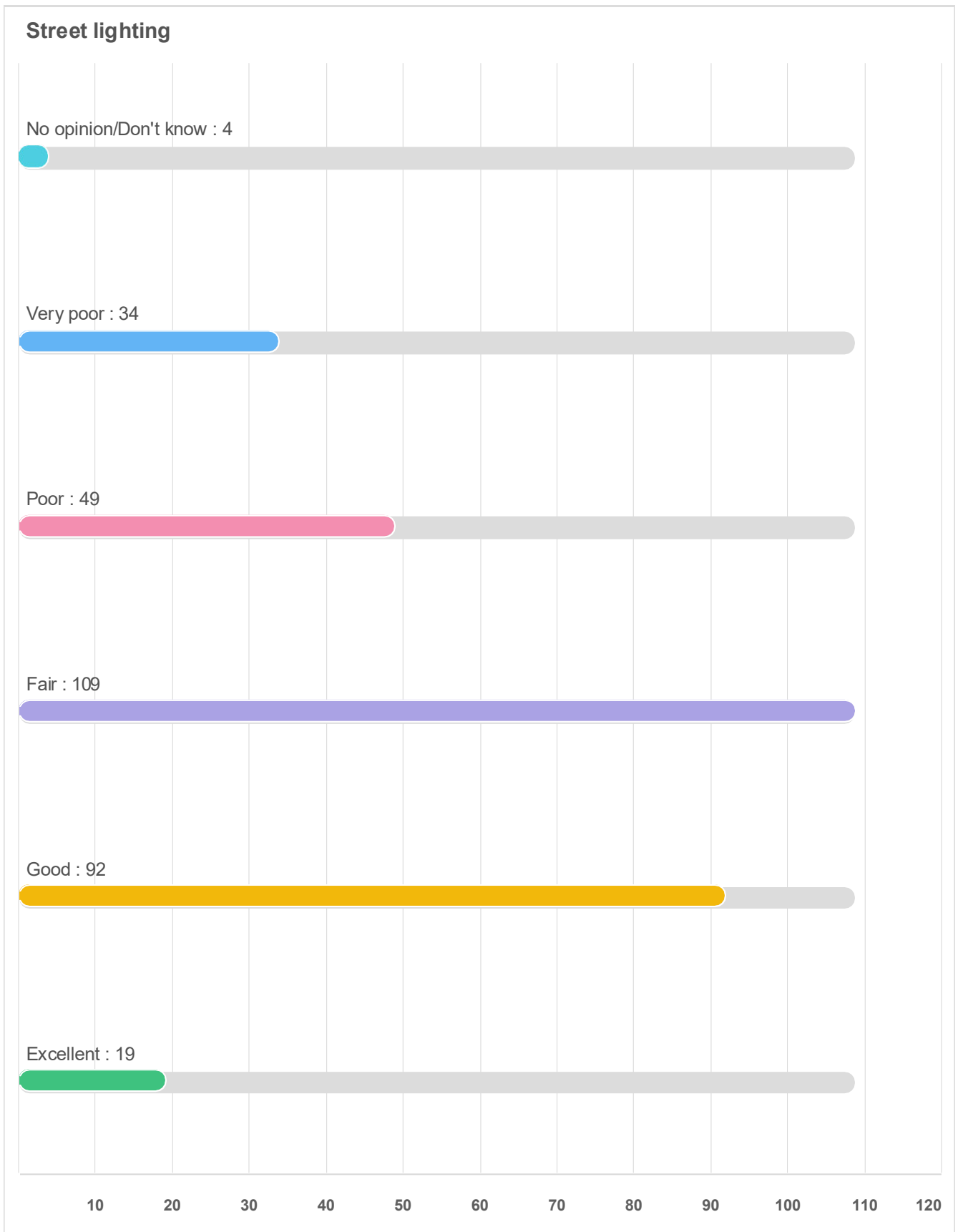
Good : 68



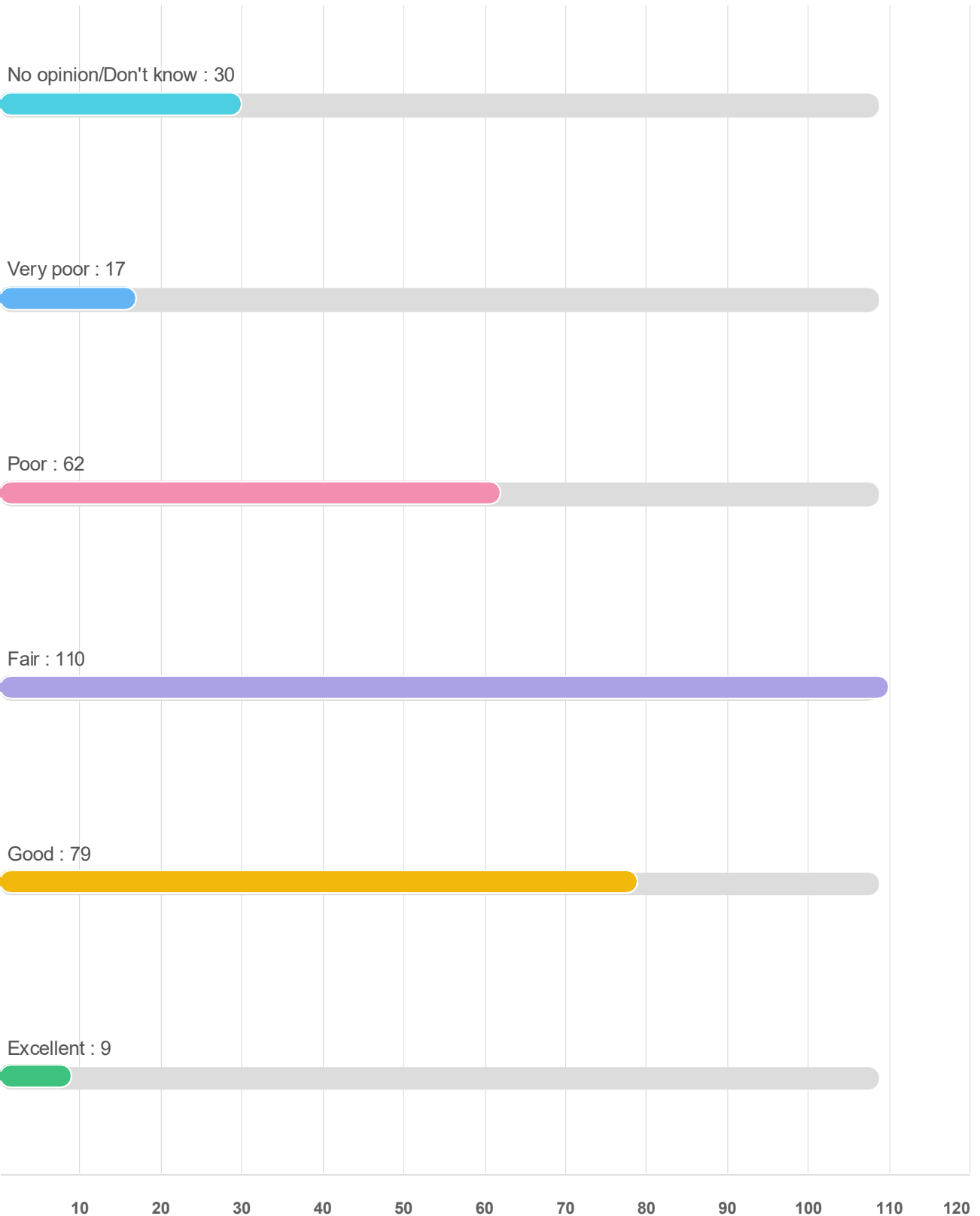
Excellent : 12

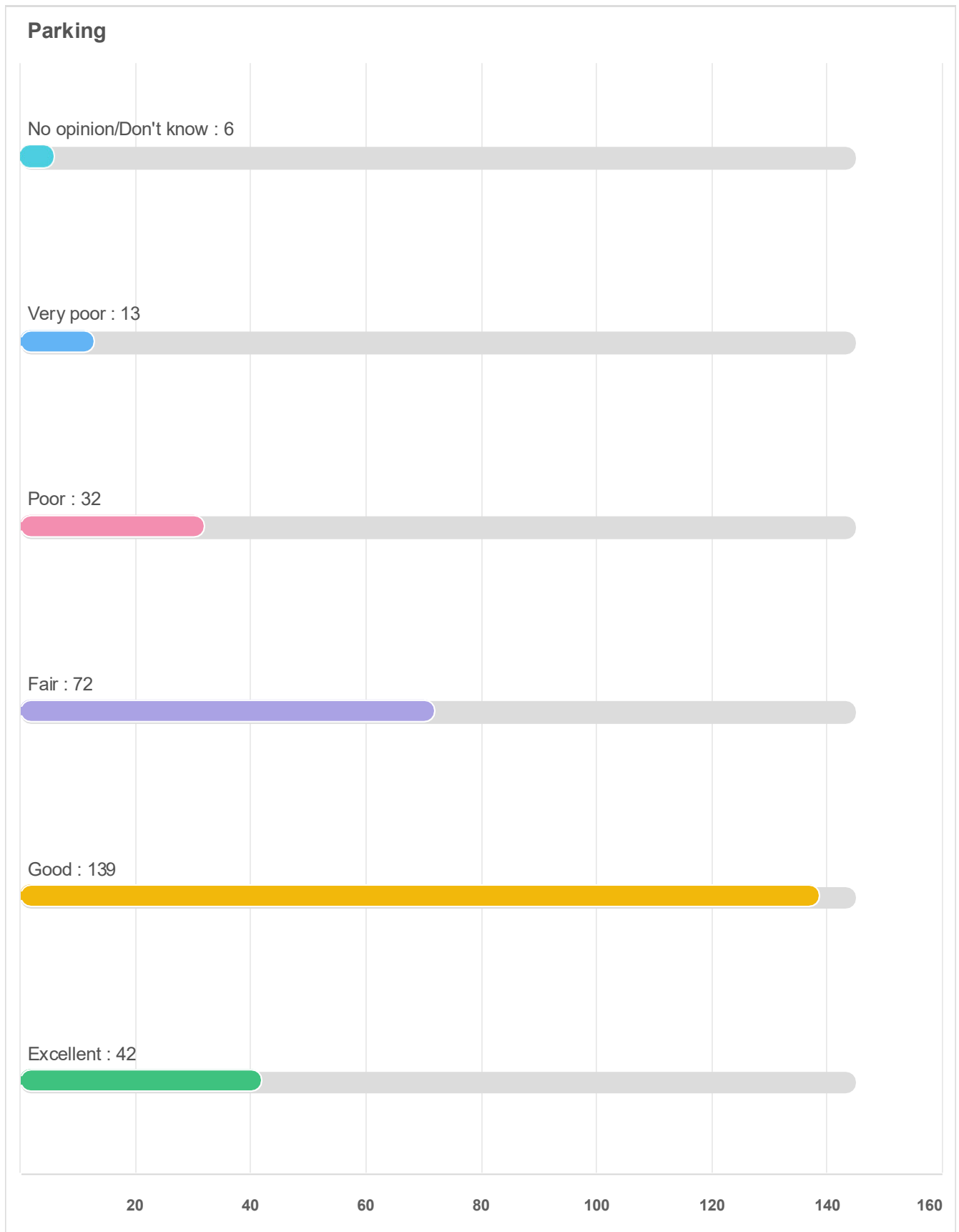


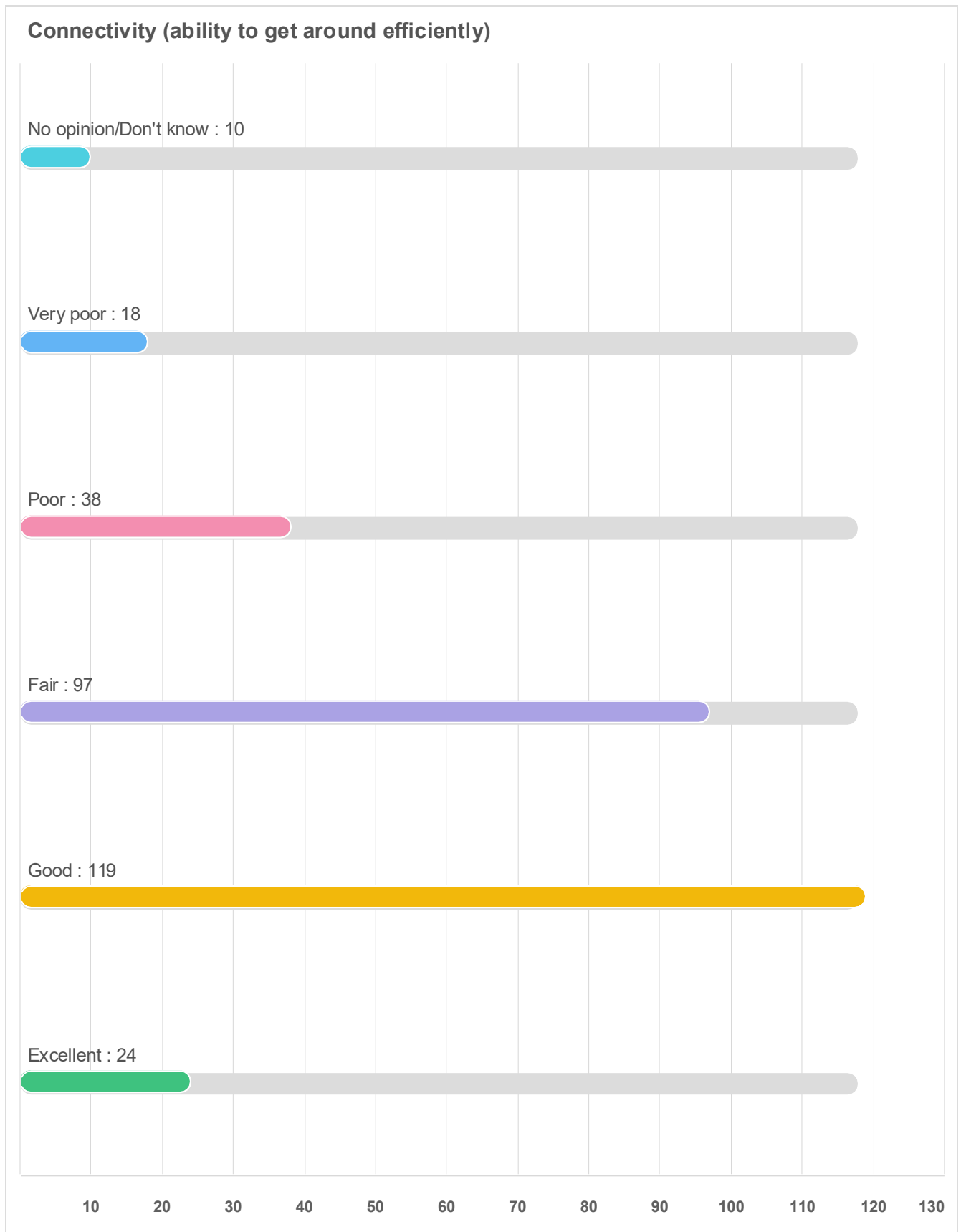
10 20 30 40 50 60 70 80 90 100 110



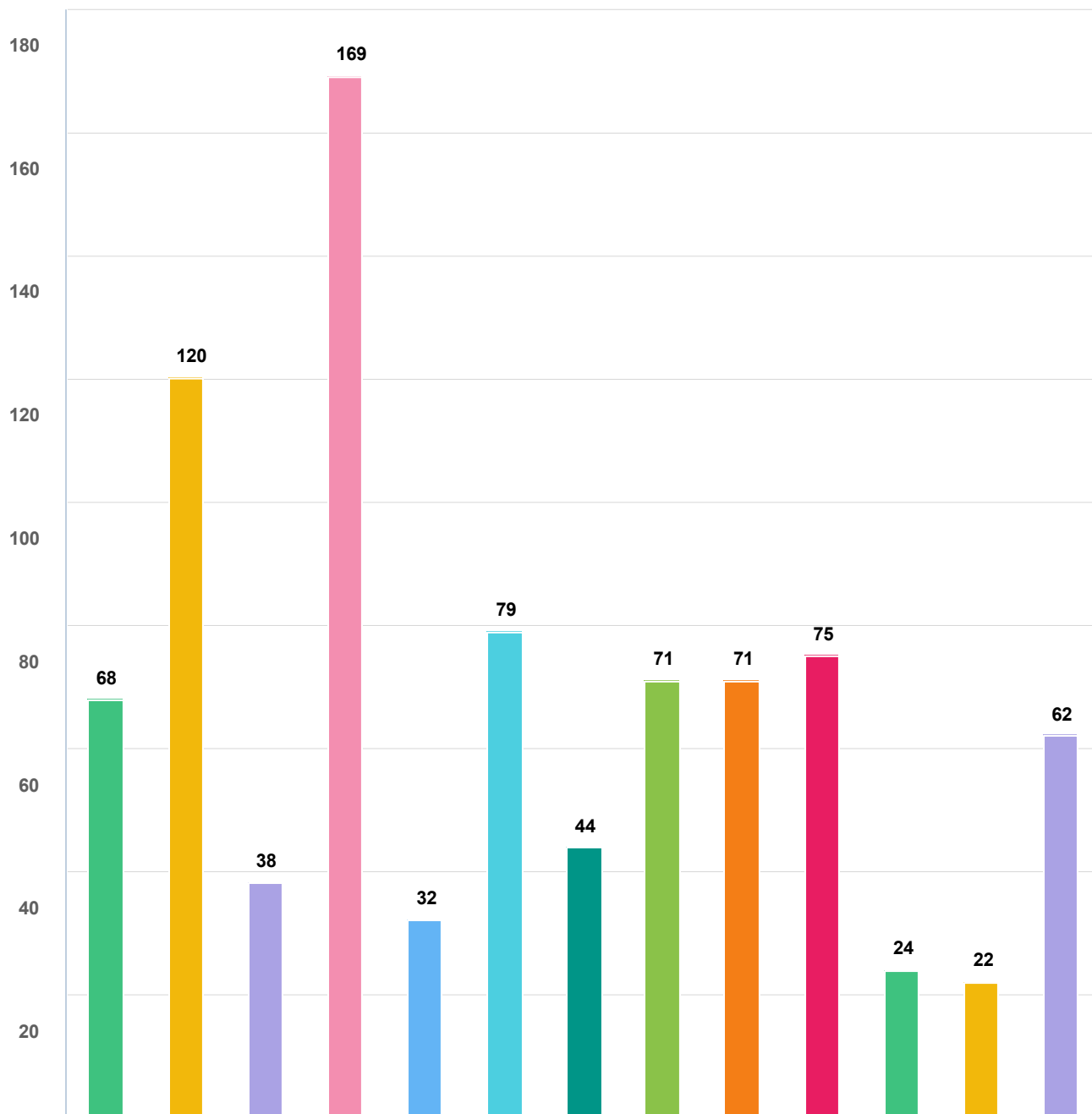
Transportation amenities (directional/wayfinding signs, benches, bike racks, water fountains, etc.)







Q6 Which transportation-related elements do you want to see prioritized for improvement.
Please select your top 3 choices.



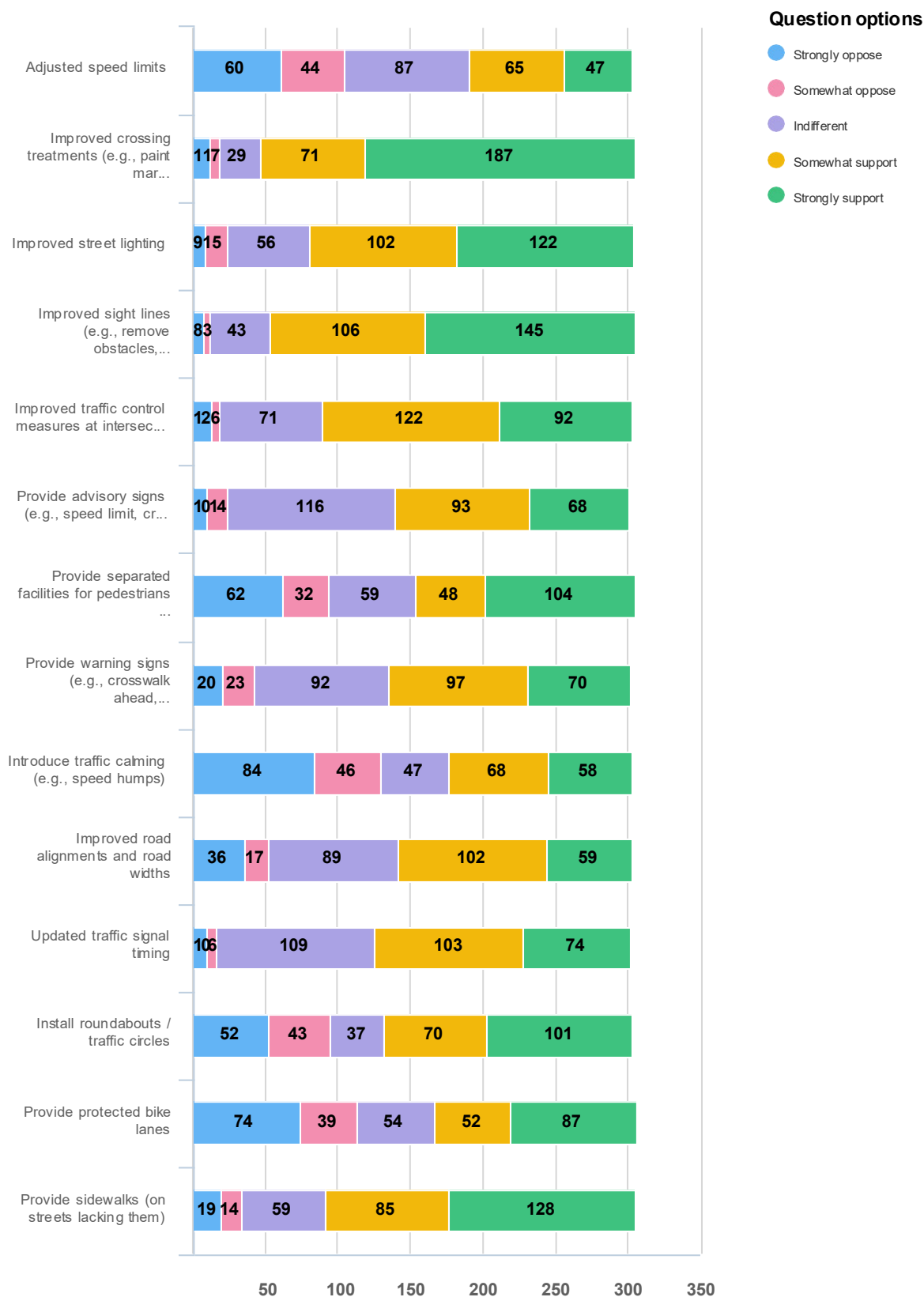
Question options

- Connectivity (ability to get around efficiently)
 ● Parking
- Transportation amenities (directional / wayfinding signs, benches, bike racks, water fountains, etc.)
 ● Street lighting
- Pavement markings
 ● Crosswalks
 ● Sidewalks and curb letdowns
- Active Transportation Network (e.g. bike lanes, walking / biking paths)
 ● Public transit
 ● Pavement conditions
- Traffic (volume / quantity / delays)
 ● Road safety for pedestrians, cyclists, etc.
 ● Road safety for drivers

Mandatory Question (307 response(s))

Question type: Checkbox Question

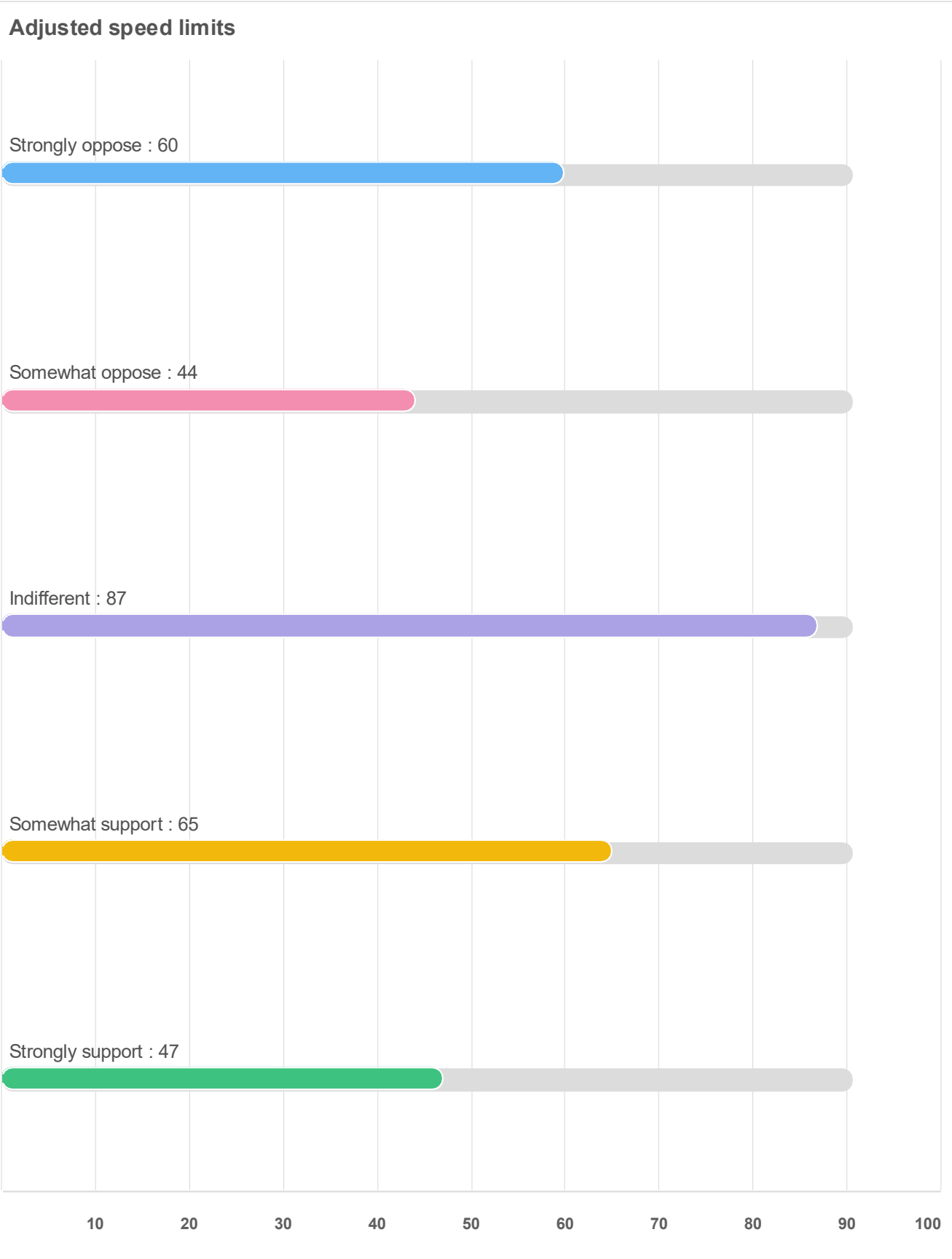
Q7 If road safety were to be improved in Port Alberni, which measures would you support?

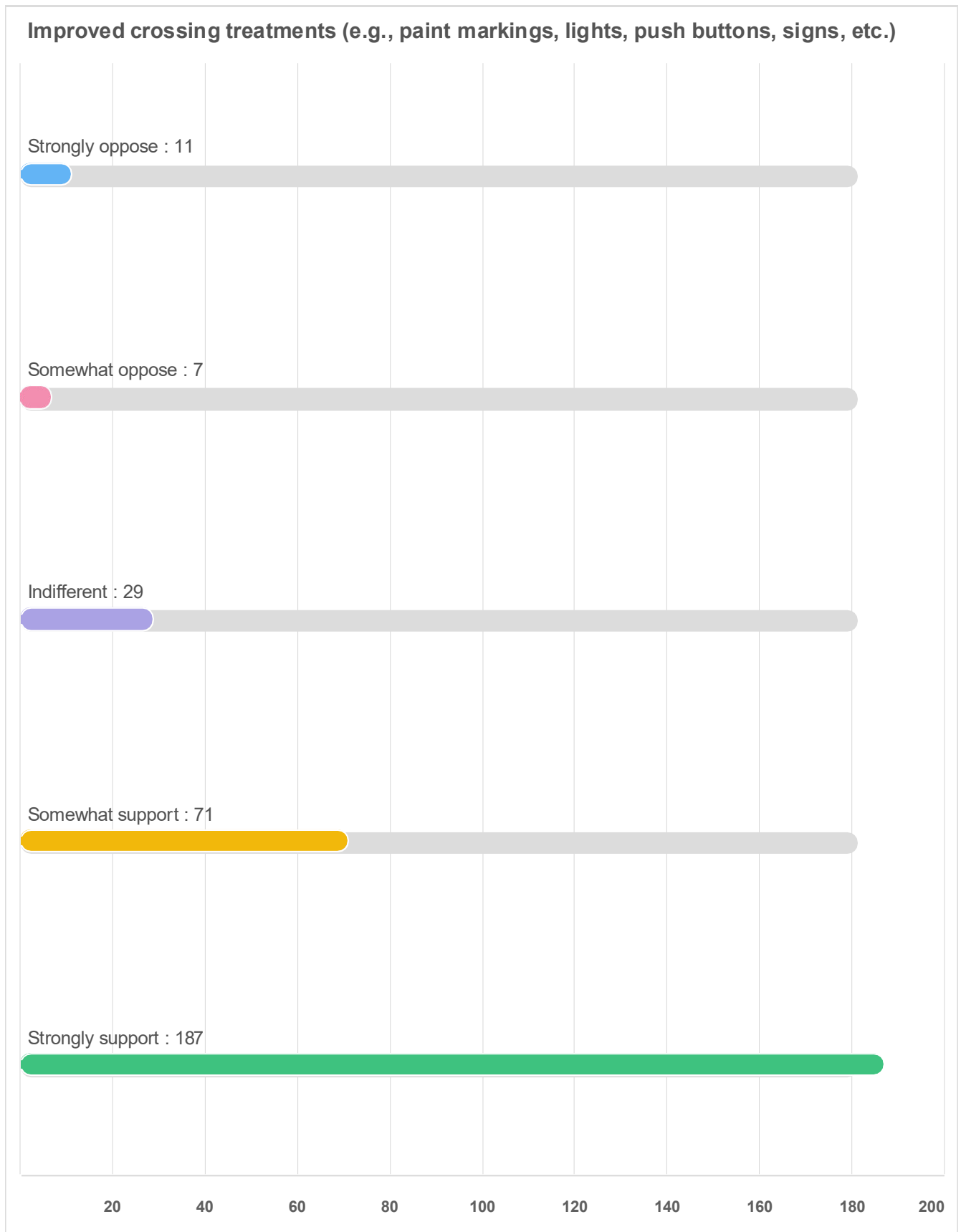


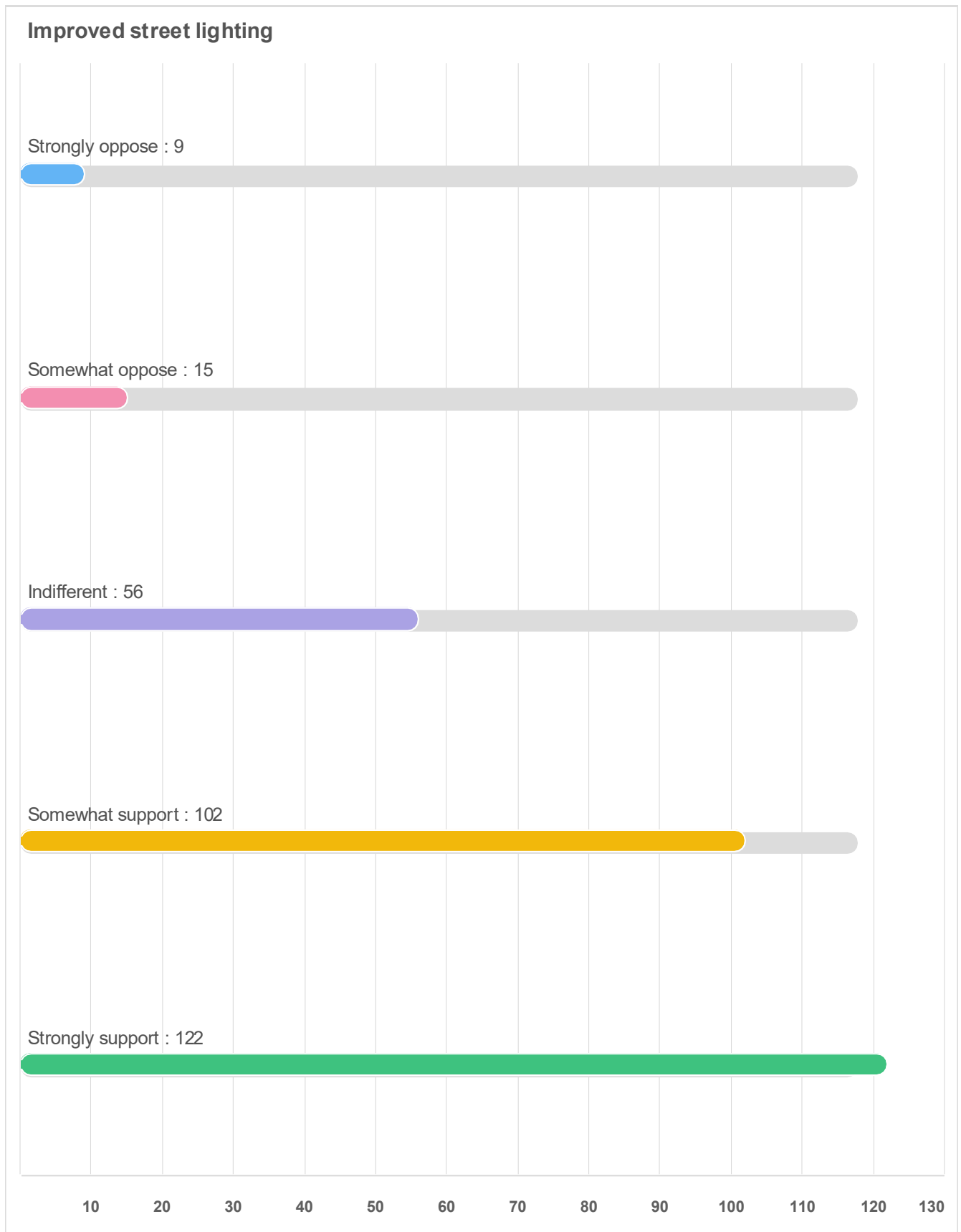
Optional question (307 response(s), 0 skipped)

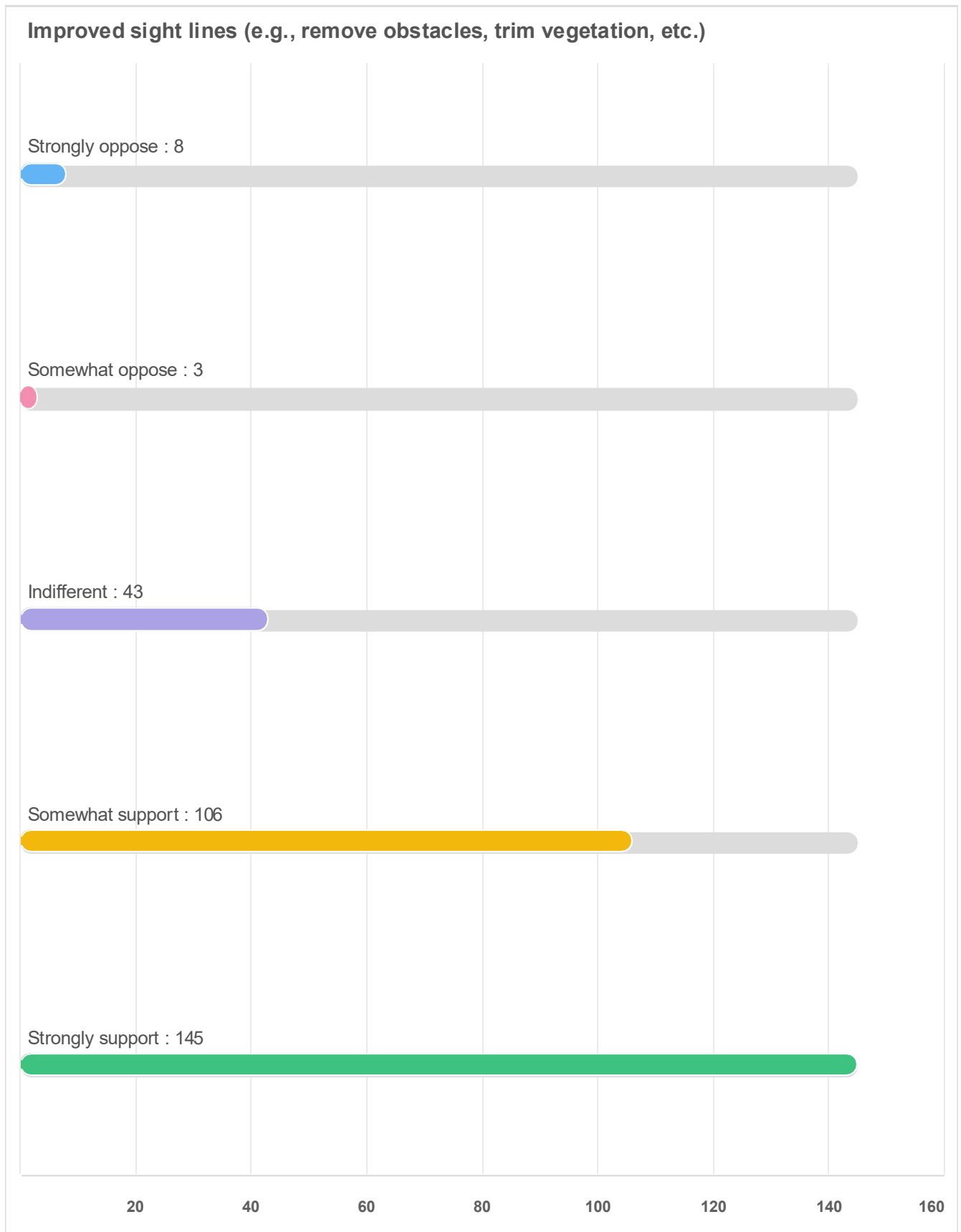
Question type: Likert Question

Q7 | If road safety were to be improved in Port Alberni, which measures would you support?

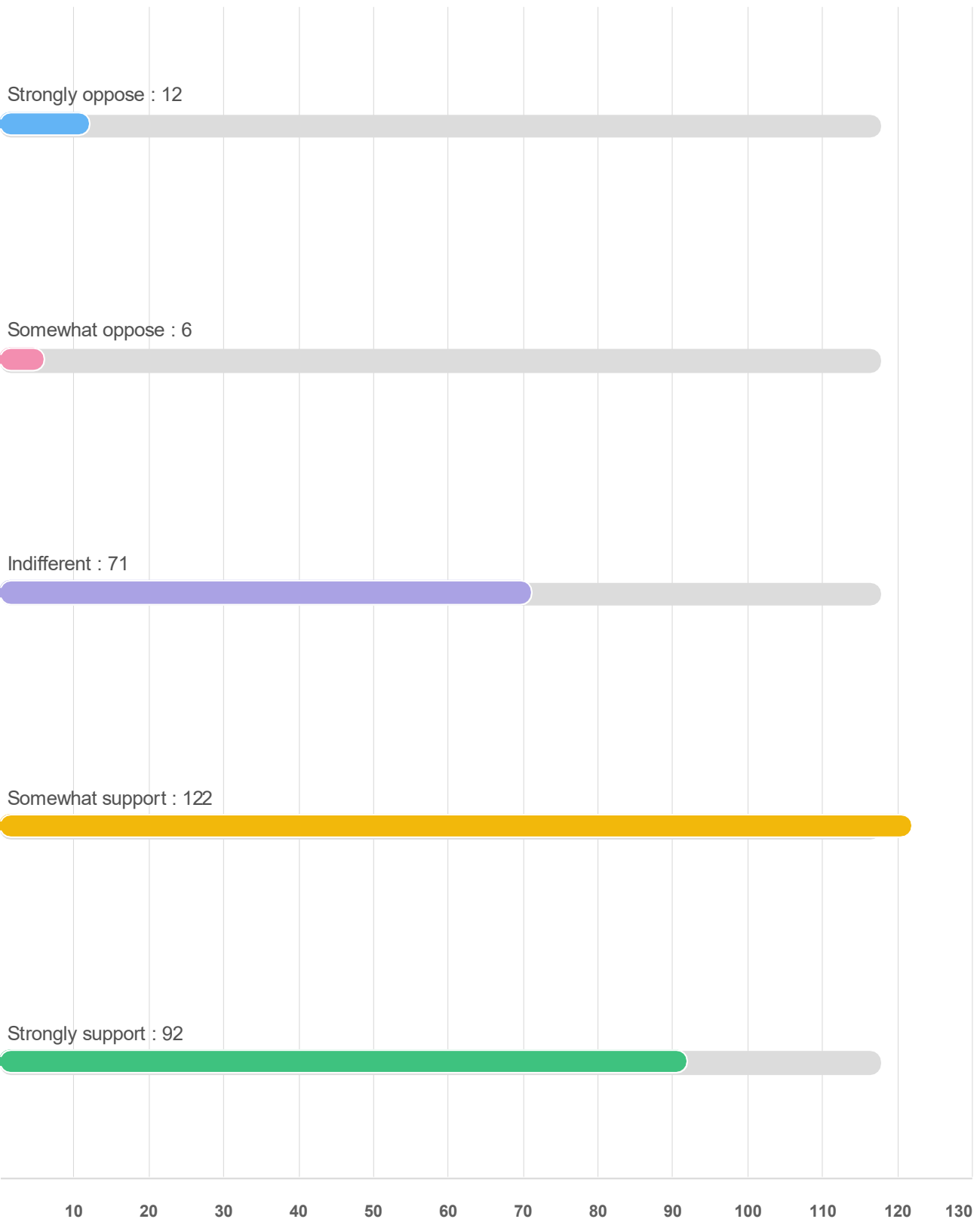


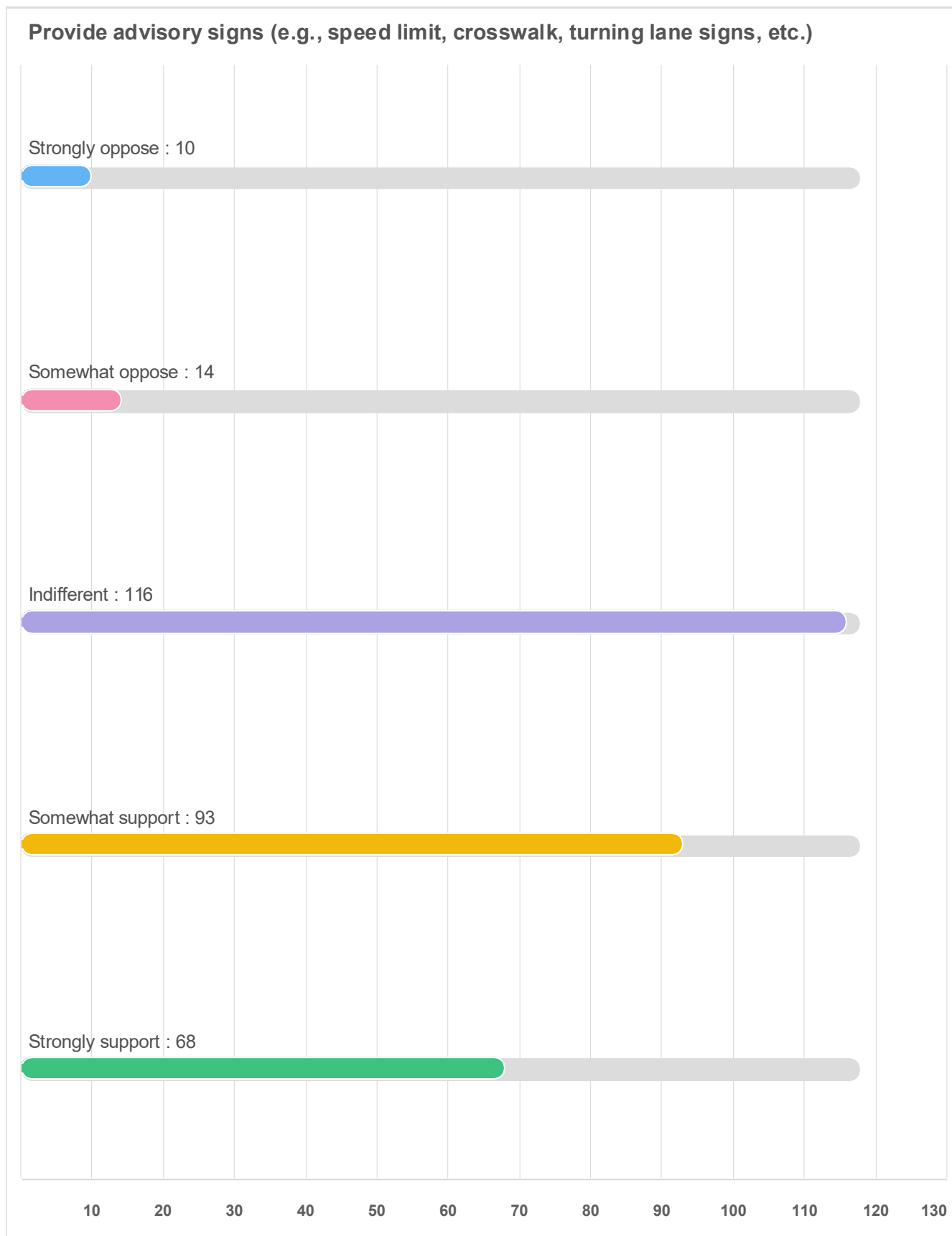




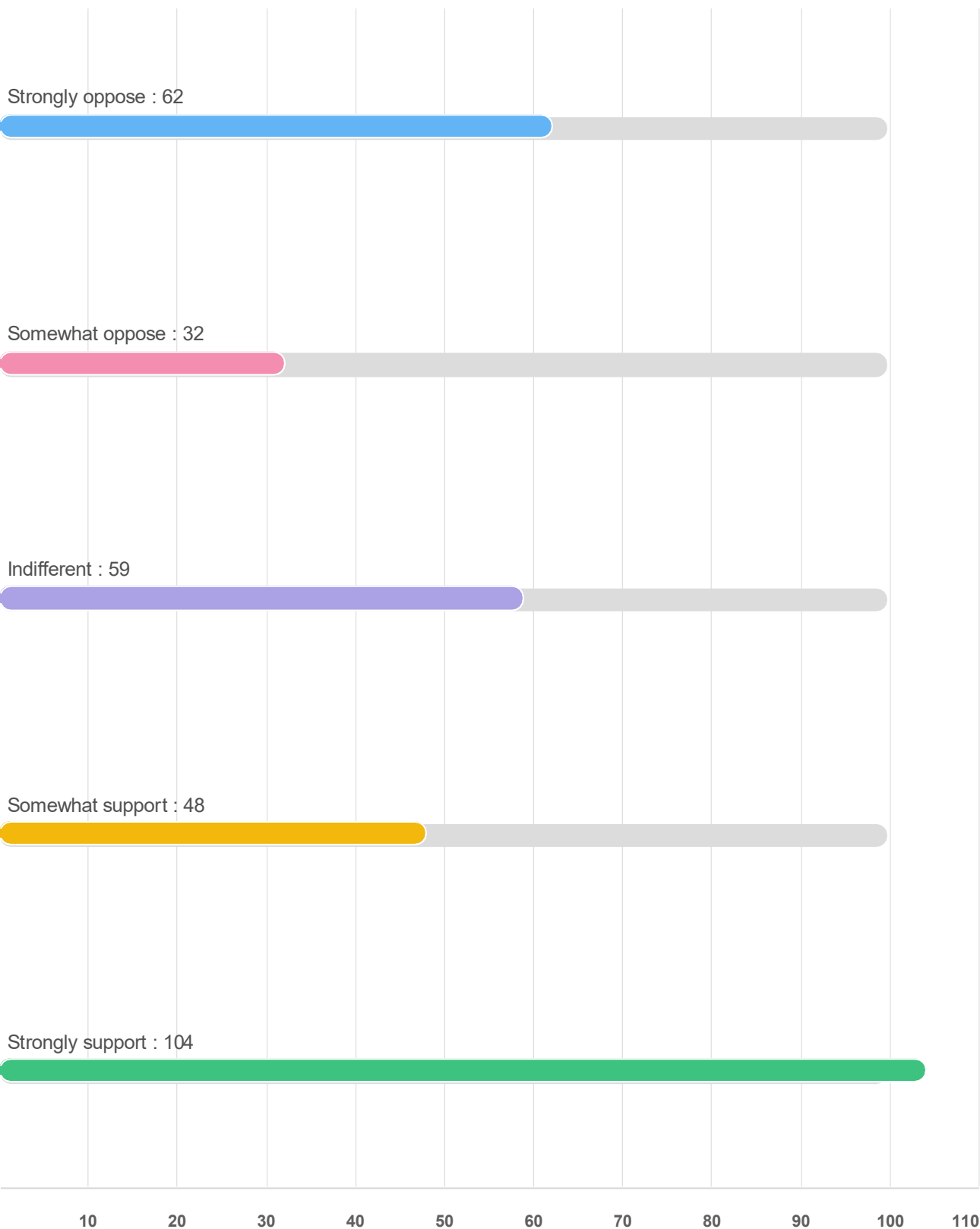


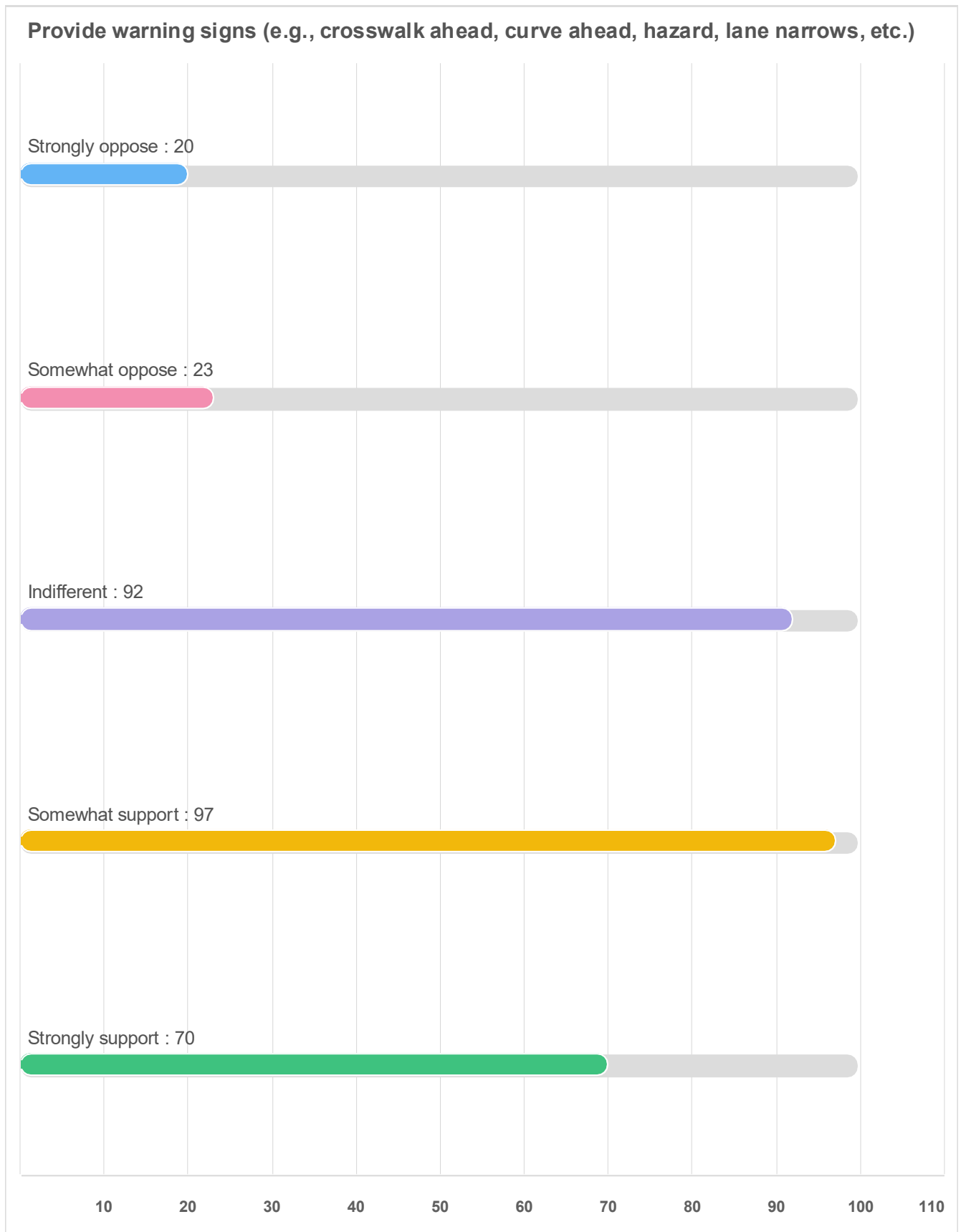
Improved traffic control measures at intersection

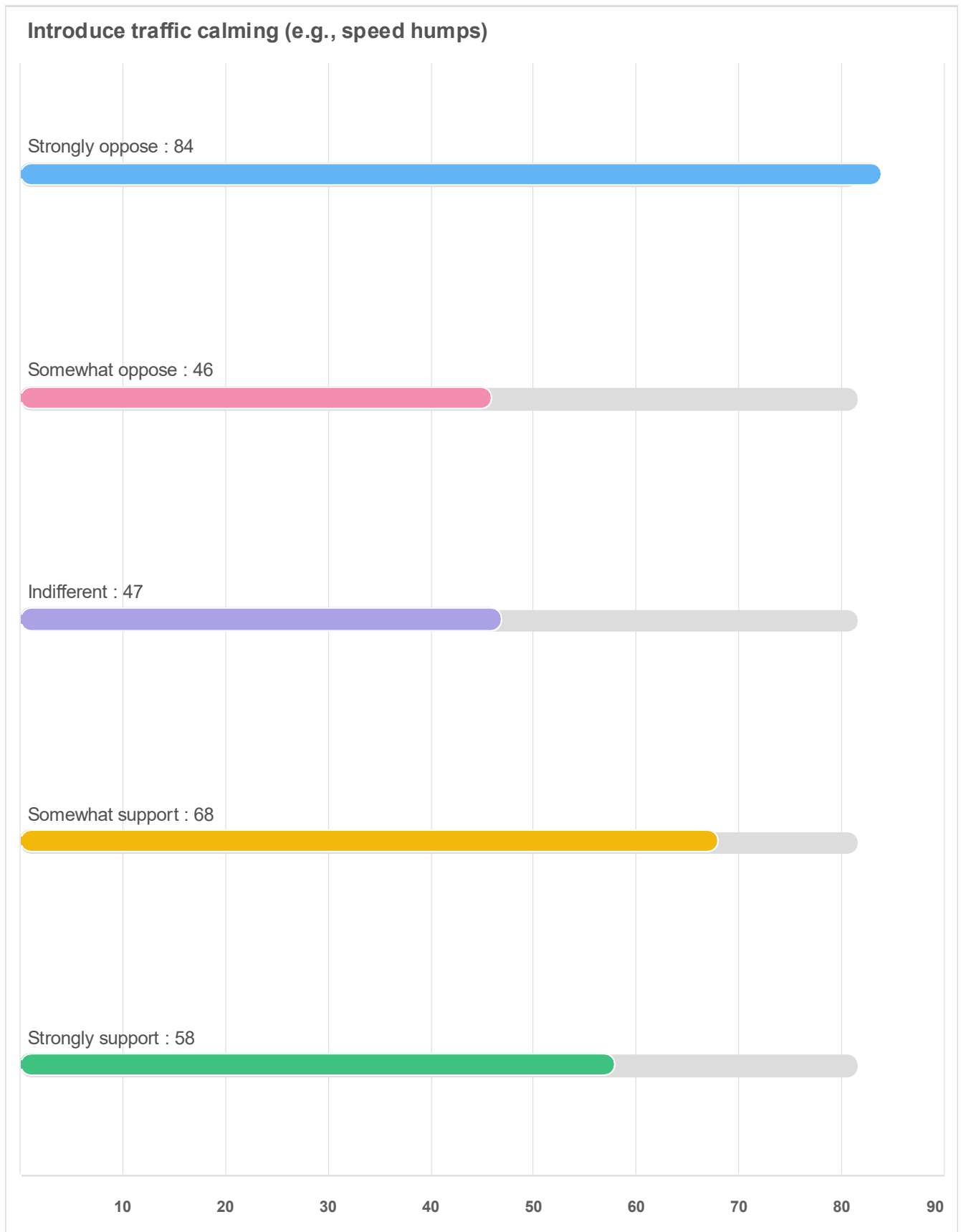




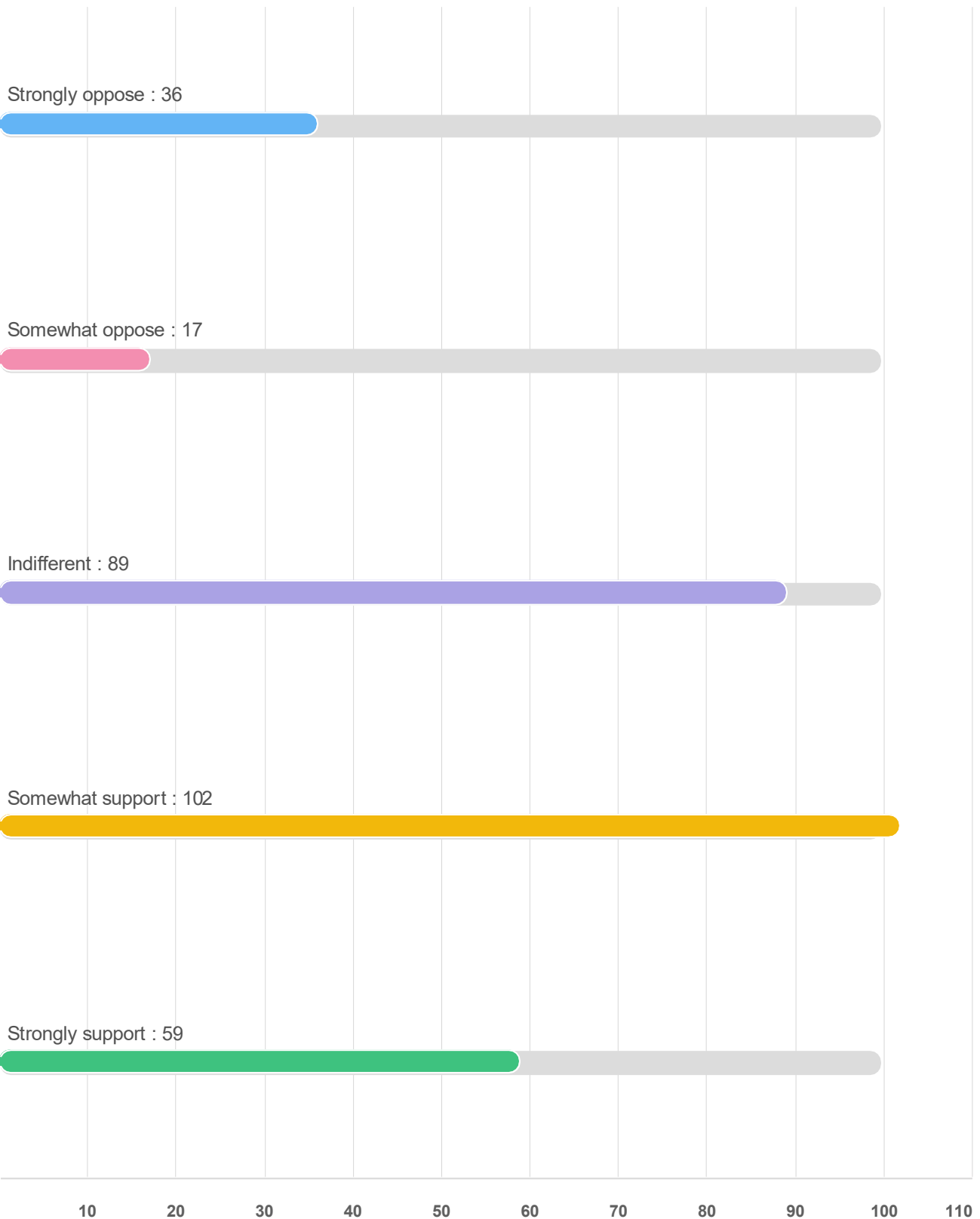
Provide separated facilities for pedestrians and cyclists (e.g., Quay to Quay Path)



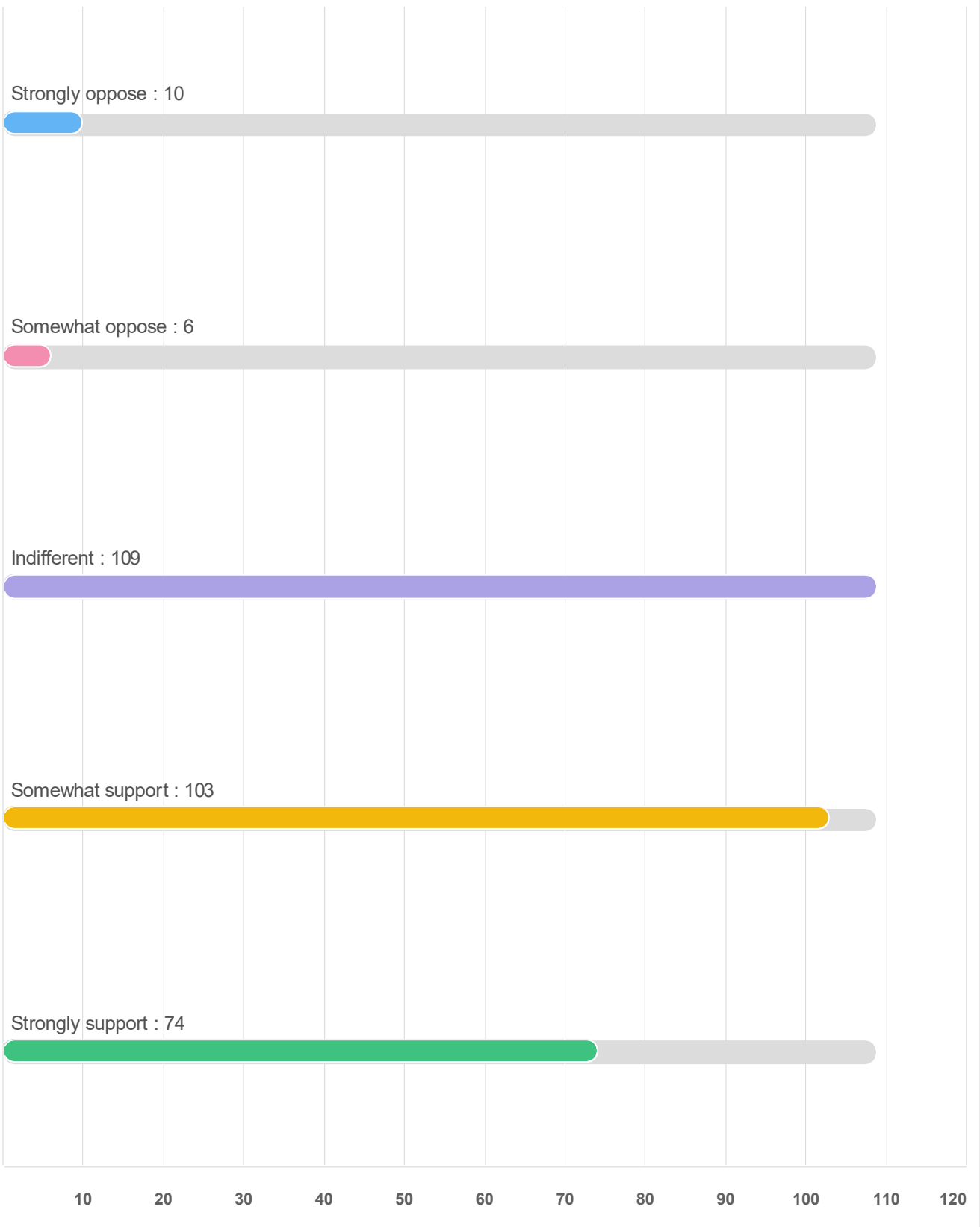




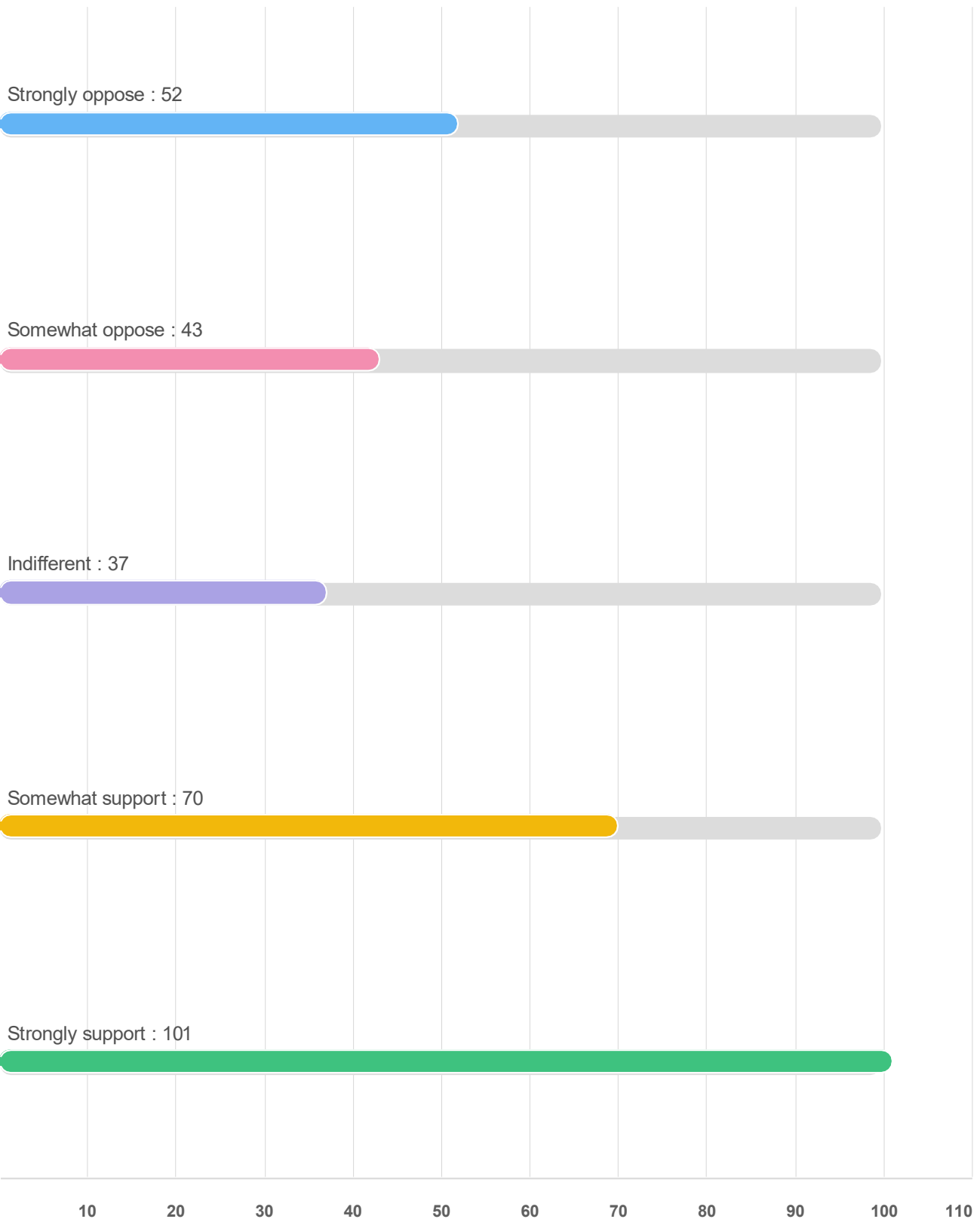
Improved road alignments and road widths

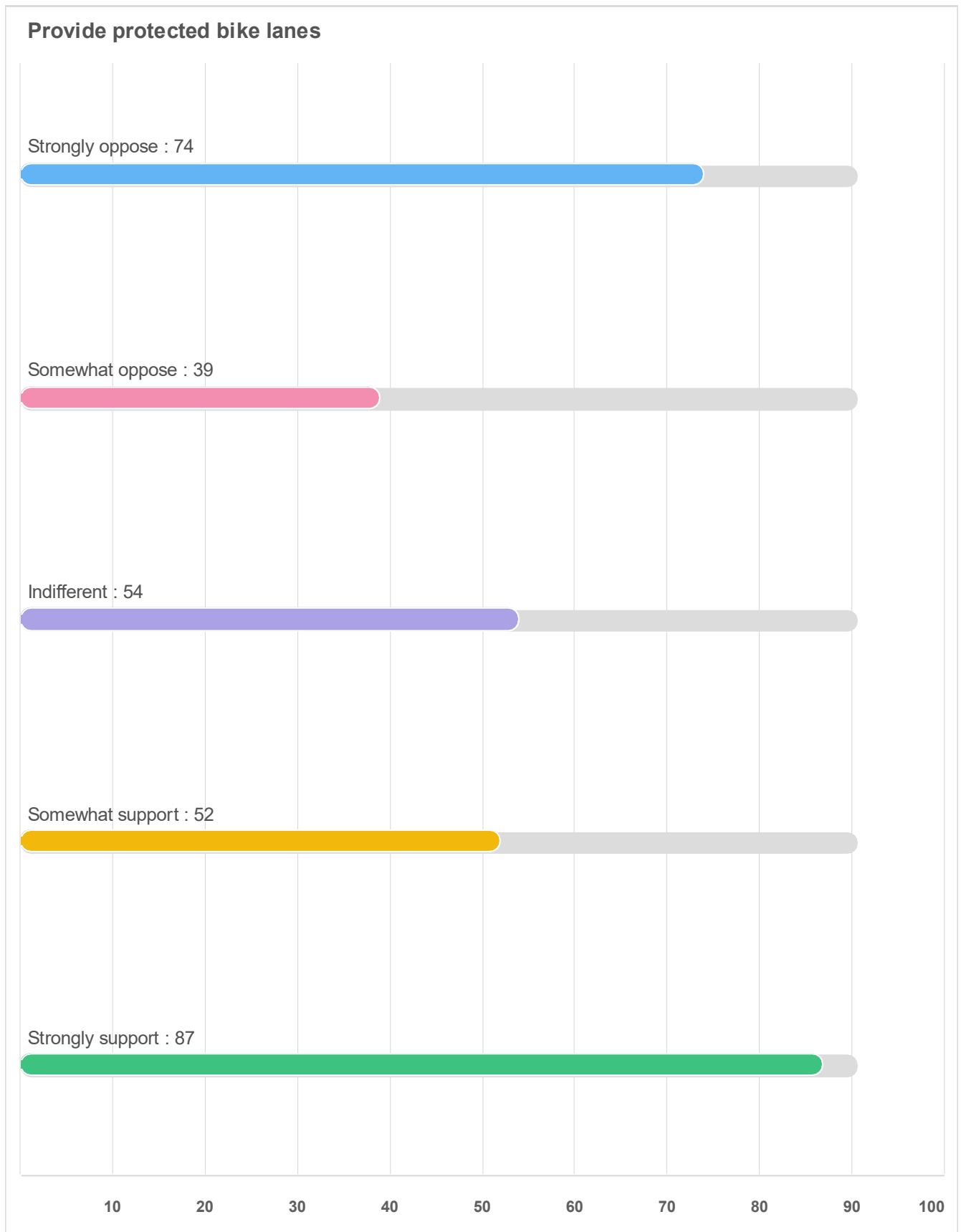


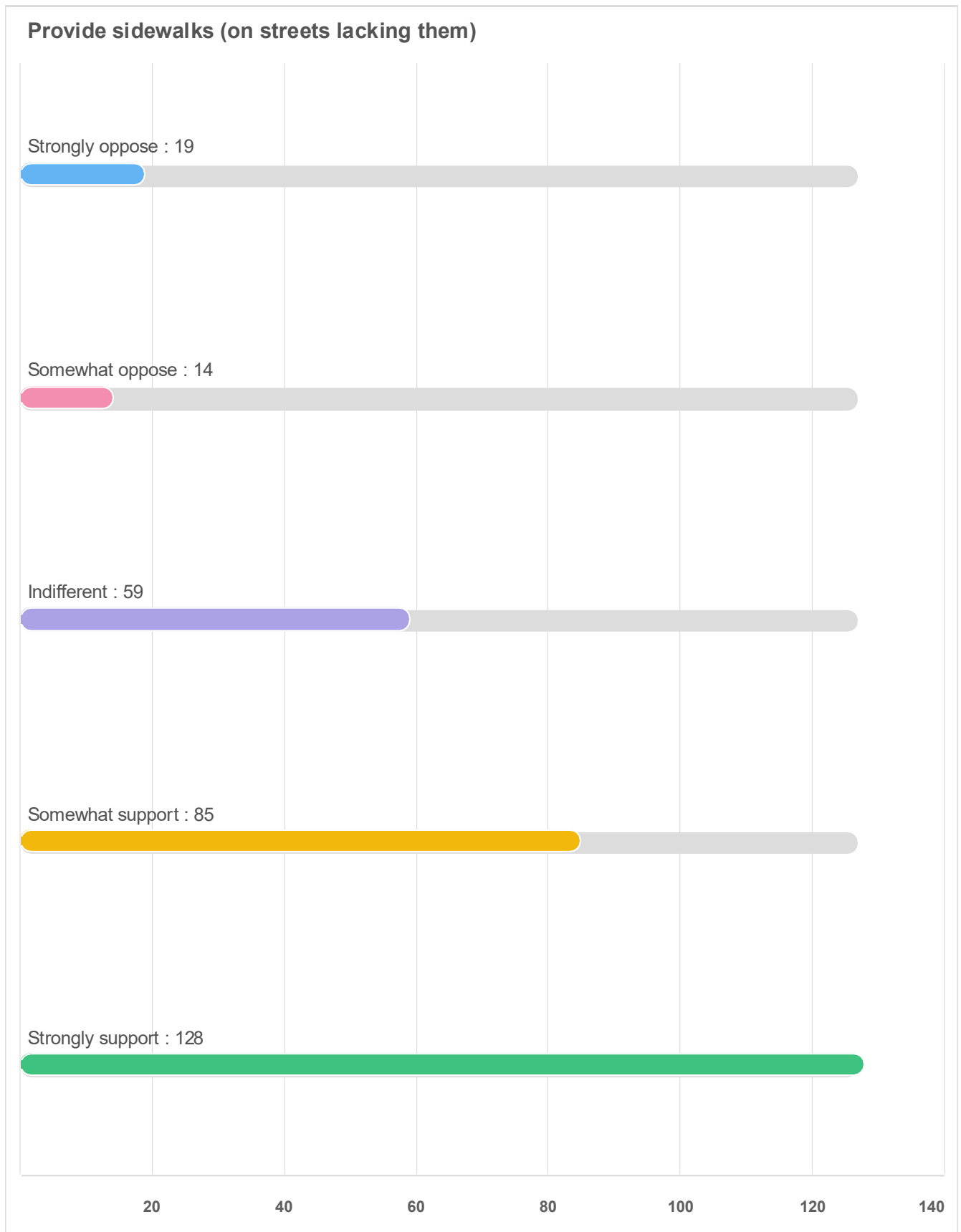
Updated traffic signal timing



Install roundabouts / traffic circles







Q8 | Do you have any other comments or questions about transportation in Port Alberni?
Please provide your thoughts in the comment box below.

Anonymous

3/13/2025 04:14 PM

I do wish there was a connector road between 10th Ave and Johnston Road

Anonymous 3/13/
2025 06:57 PM

We need better public transportation links, both more direct bus routes to our town centres and frequent bus service to Parksville and Nanaimo. We need some of the wide streets narrowed to protect pedestrians. We need adjustments to reduce fossil fuel use.

Anonymous

3/13/2025 10:03 PM

Move any and all bike lanes to secondary streets , start teaching bike safety in school and pedestrian safety again in schools

Anonymous

3/14/2025 11:40 AM

Lower taxes, I've got about 1 more year before I'm homeless

Anonymous

4/01/2025 02:56 AM

Protected bike lane connecting town is my main priority

Anonymous

3/14/2025 12:11 PM

the bike lanes are a danger for everyone. They are rarely used and make many roads too narrow for pickups and for anyone towing trailers. In the dark they are even worse, too many users in the dark are dressed in dark clothing

Anonymous

3/14/2025 01:05 PM

Really like the warning lights on crosswalks, would like all crosswalks to have them.

Anonymous

3/14/2025 01:33 PM

Stop trying to duplicate other cities

Anonymous

3/15/2025 02:40 PM

Do not narrow streets. No bump outs. No protected bike lanes. No speed lowering. You can't even look after the pavement markings let alone the bike lanes we already have. Now you want to add additional costs and projects and yearly maintenance. Fix the roads, paint the lines, put in better lighting and cross walk lights. Stop spending tax payers money on endless projects that are not needed or wanted. Stop wasting our tax dollars! Remember who you work for!

Anonymous

3/15/2025 02:55 PM

Port Alberni does not have alot of people that ride bikes here. Why is the city/provincial government trying to push this at a time when it's not a priority. This town is not at the point that any of this is needed as we are losing people as taxes are becoming higher than ever and there are no high paying jobs here. This is a provincial government push and I feel the city in their position has no business taking it on. A waste of taxpayers money especially if a new government comes in and doesn't believe in all these measures. We need to be cutting costs not having a survey on how to spend more on nonessential things.

Anonymous

3/15/2025 03:02 PM

The town has needed better flow of traffic for decades, as much as the walking path is pretty the money spent does not help the growth of the community at a time we to be growing our tax base to support the current operating costs as we have very extravagant items such as full paid fire department and 3 seperate locations now for the city hall and the continually grown staff of by-law and management to slow development of the town. Seems more red tape then even from many builders i speak with

Anonymous

3/15/2025 03:19 PM

Missing is infrastructure such as water lines and overall maintenance and preparedness . We have periodically brown water coming into our home . Our plumbing has been updated . also the last time the fire hydrants were tested was 2021 . It is my opinion that opening up the fire hydrants clears out most sediment that may be in the lines and also it ensures that the hydrants are operational . This should be done more often .

Anonymous

3/15/2025 03:34 PM

We have some of the widest roads. Please don't shrink them or add confusing bike lanes. Just keep up on the regular maintenance of the roads and fix the seasonal congestion from the highway running through our town for tourists on their way to Tofino. Build a boat launch at the Somass Lands to deflect that heavy traffic in the summer months. Dont spend money unnecessarily. People need to eat- not pay more taxes. Thank you

Anonymous

3/15/2025 04:13 PM

Cost Maintenance of what we have No bump ups Stop spending like there is no tomorrow

Anonymous

4/01/2025 02:56 AM

I really enjoy getting around Port on my bike, the quay to quay path has been an amazing addition, specially after the San group shut the gate on the end of Victoria Quay, as I used to ride that road and through the mill parking lot to avoid most of Stamp avenue. Would

love to see more connectivity to Sproat Lake! (public transport and connecting paths. Hector Road has been pretty good that way! Don't listen to the naysayers, I love that you guys are going through with improving our city. Way to go!

Anonymous

3/15/2025 04:26 PM

Quit restricting flow , stop the stupid bump out ideas they are dangerous.

Anonymous

3/15/2025 04:27 PM

Transportation is just fine and doesn't need changing, people need to change how they drive.

Anonymous

3/15/2025 04:46 PM

Stop wasting money on bike lanes

Anonymous

3/15/2025 04:53 PM

Enough of the bike lanes , share the roads is enough, messes up street parking ,

Anonymous

3/15/2025 05:00 PM

I love to run and bike around the city. The new Quay to Quay path is awesome. I would love to see it connected to the dry creek path behind 3rd avenue, like another dyke trail. I love the Maquinna trails so much, they are so fun to run around in, lets try to get a land usage agreement going there! Great job everyone, stay positive!!

Anonymous

3/15/2025 05:27 PM

Rails cars/bikes!

Anonymous

3/15/2025 06:47 PM

Snobs stopped the bus project to get to Sproat Lake. Victoria and Duncan are connected, so are Nanaimo, Parksville and Qualicum. Follow the lead of metro Vancouver, fight for the trains to come back. Such initiatives reduce carbon footprint, bring jobs. One day , you'll get old and your Dr. will forbid you to drive, you may break a leg and need transport, your life might change and you may be alone or cannot afford a taxi. Bus drivers in Port are kind heroes but the council and our royal highness mayoress just care about cutting budget for culture and what really matters.

Anonymous

3/15/2025 07:38 PM

Stop over spending on things we don't need! Fix what we have and leave the rest alone. We can't afford more of this "sustainability" garbage.

Anonymous

3/15/2025 08:32 PM

Your questions do not adequately reflect the needs of the elderly. We like to get out too, but often there are barriers like: inadequate parking for events, no bus availability or bus trip takes too long, have limited ability to walk far, bicycling is not an option, golf carts are not allowed. A car is the only option.

Anonymous

3/15/2025 09:07 PM

Get ride of the rainbow side walk stop with the smaller cross walk bs on 6 th and argyle

Anonymous

3/15/2025 09:09 PM

We do not need an expensive study done on the roads of Port Alberni, get more opinion polls and have city employees investigate needs and areas of concern.

Anonymous

3/15/2025 09:18 PM

Quit messing with the width of our roads. Get Florescent road markings

Anonymous

3/15/2025 09:39 PM

Short term the city needs to get spending under control not waste money on bike lanes and miniscule improvements for pedestrians. The city should fix the pavement on probably 50% of the roads in the city and stop shrinking our roads like the intersections at 10th and Redford, 7th and Redford, across from the movie theater and the whole shrinking of everything at the harbour Quay. That has ruined what was a nice driving area for residents. Next, stop removing parking spots and making it difficult for anyone with a boat to launch in the mornings, I have a wheelchair to use and this has to be the hardest town to operate my boat from. Canal Beach should have been the new world class boat launch and parking area, you want tourists to drive across town that's how you do it.

Anonymous

3/15/2025 10:11 PM

I strongly oppose the bumpouts that seem unnecessary, probably costly, and have been installed in many communities on the island. One has been marked on Argyle for a few years, why? Also in this questionnaire, it would be better to be more specific with the questions , such as do I support roundabouts/traffic circles..maybe but would depend on how many, where, and cost.

Anonymous

3/16/2025 12:05 AM

There are areas that could use traffic lights like falls and river road, and river road and beaver creek rd. Parking is very poor at the hospital and other public health buildings. Having to cross roads during the quay to quay walk way is terrible, not to mention the dangers around the mill (huge pile of garbage).

Anonymous

3/16/2025 06:17 AM

The current traffic in Port isn't something that can be improved upon with the current infrastructure in place. It is fine as is. The only thing that will alleviate any backups is an crossing at 10th ave. Not the time to be doing that either. There are no real glaring concerns, accidents will happen no matter what. All these bumpouts, traffic calming, and extra signage do is add to the already growing things I refer to as road pollution. You've got people paying so much attention to this crap, they can't focus on road traffic, pedestrians etc...There is no need for any speed reduction, the only time that causes accidents is when it involves variation is speeds, or people driving way to fast, which will still happen with any "traffic calming" measures you take. You can't teach common sense. And generally speaking, speed doesn't kill, but variations in speed kill. Which will climb if you try to slow down people too much. Its like following an idiot doing 50 in an 80km zone, who speeds up to 100 when the passing lane is there. It is the guy doing 50km that is the problem. In short, quit wasting money on "feel good" "we know who's agenda" issues that really don't exist, and bring back common sense approaches to the real issues of the community.

Anonymous

3/16/2025 06:32 AM

Fix the roads

Anonymous

3/16/2025 07:04 AM

Jus fix the potholes and everything else will be absolutely fine!!!!

Anonymous

3/16/2025 07:43 AM

Our roads are in terrible terrible shape. Between potholes,lack of markings and just plain worn/grooved it makes it unsafe for drivers, peddlers and walkers

Anonymous

3/16/2025 08:57 AM

stop spending on unnecessary projects learn to balance a budget

Anonymous

3/16/2025 10:37 AM

Where is all the money coming from to pay for all these unneeded proposals?

Anonymous

3/16/2025 11:03 AM

What we have a carelessness, ignorance and vigilance problem. The problem lies with people becoming more lazy and not paying attention, that only each individual can fix. Adding more "safety" measures will only make this worse in my opinion, ex. Add more crosswalk flashing lights, people push a button and now just expect traffic to stop and aren't going to be as concerned with making eye contact with drivers. As for bike lanes and cyclists, we don't have a big enough percentage of the population riding bikes to justify the

expenditure of our tax dollars. As I said, we have a laziness issue, not a lack of safety measures. We do NOT want our tax dollars spent on these so called "updates" that are more about status and kickbacks for the mayor and city officials, than for the actually betterment of our community. We do not want public transit out to the rural communities, as the residences there do not need this. We do not have a traffic problem either. Increased signage is not going to stop the population that already is not observant and vigilant enough to see a pedestrian and the location of the crosswalks don't change, so people are already aware of where they are. As for sidewalk and road conditions, yes, regular maintenance should be done where needed, as with hedge/bush trimming etc. But that should already be allocated for in the city budget, it should not require an increase.

Anonymous

3/16/2025 04:15 PM

At 7th and Redford Street, you installed an updated traffic sign and cement curb that unexpectedly juts out into the Redford road lane without warning of it. Please remove or fix this conveniently placed object for collision. And, It costs well over \$120 for a one way taxi ride from the hospital area to the end of Beaver Creek. Taxis are not affordable. Only affordable transportation for all valley residents, regardless of where we live, will be used. Thanks

Anonymous

3/16/2025 06:47 PM

Quit making intersections like 6th and Argyle. They are unsafe. Heavily painted crosswalks like 4th and argyle are slippery and unsafe

Anonymous

3/18/2025 08:33 AM

A secondary bypass and access point that can cross roger Creek should be a priority, especially when considering the potential tourist attraction that could be had from allowing someone to bypass a drive through the entire town to get to South Port from North Port or vice versa.

Anonymous

3/18/2025 02:12 PM

Please stop, looking for problems, trying to change the city, trying to embellish projects people don't need and can't afford. Spend OUR resources minimalistically and downsize your hires.

Anonymous

3/18/2025 05:26 PM

start a program of repaving roads. South Street is half gravel, yes it does not get a lot of use but still to let a road go to where it is gravel/ multiple pothole patches, etc is not got stewardship of public assets.

Anonymous

3/19/2025 05:12 PM

With the situation we have regarding the current increase and subsequent increases in property taxes, I would hope spending would

be kept to a minimum !

Anonymous

3/19/2025 05:16 PM

End the woke crap

Anonymous

3/19/2025 05:25 PM

How do you implement something on a highway that runs throughout the town? Its not just one town your screwing up it's anyone who travels to the west coast with the big rigs or shipping to the coast also for traffic. It's not just this town. Our town has over 8 surrounding areas that are also towns and villages That use port Alberni as a connection.

Anonymous

3/19/2025 05:32 PM

we used to have nice wide streets, until they were screwed up with bike lanes, bump outs, and other garbage that makes driving that much harder. There are pedestrian controlled lights on every intersection on Redford street, yet there are still people walking without pushing the buttons, or jay walking between crosswalks. Please actually do something about this part of the equation. Fix the darn streets! I feel like my teeth are going to get knocked out of my mouth on almost every road in this town, nothing has been done for years, this needs to be the Priority before you start dicking around with anything else!

Anonymous

3/19/2025 07:32 PM

Although I am not a person with mobility challenges I know several friends who find it very difficult to get around the city by sidewalk and public transportation

Anonymous

3/19/2025 07:39 PM

Would be nice to have an option to go from South to North without having to deal with busyness of Johnston corridor

Anonymous

3/19/2025 08:07 PM

I put I ride my bike monthly but it's definitely more in the spring and fall. It's also definitely more since the quay to quay opened. It's fantastic!

Anonymous

3/20/2025 06:39 AM

No

Anonymous

3/20/2025 08:30 AM

I completely oppse bike lanes that have concrete curbs abound them to seperate them. They cost money the city can not afford, they narrow the roads and they make it more difficult for accident avoidance. And I am sure there are many other reasons not to have

them but the cost is a big reason city needs to spend less fix the roads

Anonymous

3/20/2025 09:33 AM

Stronggly opposed to bike lanes. it is a waste of money especially when our taxes are increasing

Anonymous

3/20/2025 09:38 AM

the pavement on the roads in south port is a disgrace. yet you have the funds to build a useless path. We walk the mill path 2- 3 times a week and rarely if ever see anyone using it. Also the path that runs under Gerturde and over to Dolans has drug addicts lining the sides and under the bridge so we never use it. Crossing the streets here is a game of chance. People fly right through crosswalks like they don't even know what they are. I'd like to meet the drivind instructors here! The angled parking in this 'city' is an accident waiting to happen. The streets are so ide that you have to go out into the interesection 10 ft to see

Anonymous

3/20/2025 01:42 PM

Do something about Rogers and Stamp, time for a large diameter traffic circle

Anonymous

3/21/2025 04:01 AM

The first priority IMO is to repaint the WHITE road markings. It's almost non-existent on so many primary routes.

Anonymous

3/21/2025 07:23 PM

We have nice wide streets leave them that way. Don't start adding curbs for bikes they become more of a Hazzard. Fix the roads paint the lines.

Anonymous

3/22/2025 03:03 PM

Stop spending what we don't have!!!!

Anonymous

3/24/2025 03:31 PM

Fix the roads and paint the lines

Anonymous

3/25/2025 07:19 PM

Focus on the Intersections with highest collision rates. Do not get caught up the the "Flavor of the Day" improvements - good roads with good sidewalks versus bump-outs and fancy paint for bike lanes. Do FIX the bump-out at the bottom of Argyle Street where cyclists ride down Argyle and bump into the bump-out. This should be a ROLL-OVER Curb. Also widen the lower area of Argyle so trucks can actually turn right at the bottom and not take out a sign-post. This portion of the roadway is toooooo narrow. Also, where is the

PARKING at the Harbour Quay now that the Port Boat House has spread out and parking is eliminated and also parking is gone along the railway line. Where do people park when they come to the Farmer's Market (actually where to the farmers park?). For the new Round-about Beaver Creek & Hwy 4 - perhaps thought should be considered for pedestrians and cyclists in this area. Is it possible to build a pathway under the bridge (like what was done on the Connect the Quay pathway), so bikes & pedestrians can stay off the roadway - better for vehicle drivers and cyclists and pedestrians (who may want to extend their trip from Harbour Quay to the Dyke walkway). Keeps folks away from the intersection at Johnson & Victoria Quay as well - less pushing buttons that hold up traffic as vehicles make their way through the roundabout (both directions). Less stopping, and smoother movement of all travellers - vehicle, cyclists and pedestrians! Hope also, that when the Roundabout is done, that the Dept. of Hwys fix Johnson Road all the way to the Alberni Mall - fix traffic problems at Elizabeth & Johnson and the timing of the Stop Light at Tebo & Hwy 4 (so slower pedestrians can make it through the light before traffic advances). As always, just about everything needs improving in Port Alberni as things have been left for way too long. Good luck picking your priorities - but most of all, consider SAFETY First! Thanks for listening.

Anonymous

3/25/2025 08:46 PM

The Sunday (#4) Bus Route needs to be adjusted to allow seniors (Eg: Pioneer Towers) easier access to the route, many of us can not walk the block to a bus stop, and the bus route could easily be changed to add that 1 block run, also it would only add a few minutes to the overall route.

Anonymous

3/26/2025 04:31 PM

Do something about the safe injection sites. People don't feel safe in this beautiful town and are moving away because nothing is done about all the theft and open drug use

Anonymous

3/26/2025 10:18 PM

I strongly suggest considering a 10 year plan to reduce vehicle oriented streets to 50% and use the other 50% as micromobility focus. This could include planters, traffic calming etc and local traffic only or even vehicles prohibited in some areas. plows and emergency vehicles only? Think Netherlands. This would dramatically increase the safety for micromobility users, cyclists, pedestrians, and have very little impact on vehicle drivers once they adjusted given our vast network of roads and alleys. The cost savings from reduced wear and tear on the pavement would be significant as would be the lifestyle benefits for community members.

Anonymous

3/27/2025 11:36 AM

Where the Quay to Quay path crosses the road at Stamp/3rd/Redford the traffic light is very poorly optimized for pedestrian crossing, especially since it's getting a good amount of pedestrian & cyclist use now that the path is finished. There is no pedestrian crossing on the north side of the Stamp crossing and the lights don't prioritize pedestrians, leading into 2 long waits for the 2 separate lights. It's also such a wide road that it often feels unsafe to cross on a green light as turning cars are not looking for pedestrians.

Anonymous

3/27/2025 11:56 AM

Road hazards persist from changing road dimensions - non alignment - ie) 10th and redford road lines are stupid - you must move over to avoid head on collisions. Helen st @ johnston. Anderson @ north park Inconsistent planning and maintenance needs to be improved. Cohesion lacking. Like most other city projects.

Anonymous

3/27/2025 12:25 PM

Many left advance do not pickup bicycles or smaller motorcycles such as Stamp/Gertrude and Roger. I have seen buttons on a post on a meridian in other communities for cyclists to trigger it. The timing for Northbound Victoria Quay through Johnston is too eager to trip over to all traffic for Johnston which does not work well for heavy laden vehicles towing trailers. The wheel ruts on 3rd avenue are particularly bad especially when using the suicide lane and turning into business parking to the point I would be concerned about safety with vehicles. Upper 3rd would have significantly better flow if either the outside lanes were removed and they were turned into traffic circles or reverted back to traffic lights but made a 30km/hr zone. The unprotected bike lanes do not encourage me to bike more, protected ones or dedicated paths however do. Roundabouts in areas where there are regular trailers like River Road and Beaver Creek will be problematic, trailers do not follow the same path as the tow vehicle and with the boat trailers, construction equipment headed to/from Sproat Lake/Great Central Lake/Ucluelet/Tofino I cannot imagine that being good. Truncating beaver creek for all traffic except busses/bikes would be fine, and maybe cordon it off for night markets or other events. 3rd avenue Train tracks on an angle are very problematic when wet for bicycles/motorcycles. If those could be removed and filled it could reduce issues there. Reducing Upper (east) Redford to 2 lanes to discourage fast traffic might help. Signage for turn-only lanes on Gertrude is a bit small/not obvious. The solar flashing crosswalks seem nice but in a few areas on hills like Argyle they may not be tall enough for small vehicles behind taller vehicles to see them from a reasonable distance back. On Argyle and 4th both the north and south side could have one stall removed to improve visibility. If narrowing Argyle is planned, sinking it around 6-7th by a meter to reduce the hump to aid in visibility would be nice. People seem to want to race up it regularly. Remove the section of

Dunbar between 10th and 11th. Not needed, seems to be problematic, or make both sides right-hand turn only. Ideally convince the province to not continue throwing money at Langley and help push a bridge connecting north/south port through 10th to reduce incidents at roger/stamp and johnston/gertrude.

Anonymous

3/27/2025 12:41 PM

It is pretty well known that there is no proactive traffic law enforcement in Port Alberni. Speed limits are barely a suggestion, even in or maybe especially in school and playground zones. Stop signs are completely optional. Uncontrolled and unmarked crosswalks are ignored by the majority of drivers. To make safety a priority, we would need the RCMP to make traffic a priority. I strongly support reduced speed limits, our city is small and the true difference in time to get from A to B would be measured in seconds. I would also look into using yield signs instead of stop signs as most are treated as such. And if people were driving slower, collisions would be easier to avoid. We have one of the highest rates of pedestrian vs vehicle collision rates, we need to get that number down.

Anonymous

3/27/2025 01:17 PM

The Multimodal pathway has been an amazing addition to the community, get protected bike lanes in place then provide main link to the connect the quays path and other trail networks across the community, would be a great asset to the community. More bump outs on streets where you have double lanes. Remove the dual lane racetrack from that runs from the top of Johnston along Gertrude, Stamp, 3rd and Argyle.

Anonymous

3/27/2025 01:30 PM

I alternate my commute to and from work between driving a vehicle and riding my bike. I used to commute to and from work in Vancouver and Vitoria when I lived there. I think road safety for cyclists is fine. I think more education needs to be done with cyclists and drivers of vehicles on rules of the road. (example, cyclists riding in the bike lane against traffic and motorists stopping for a cyclist at an intersection when the motorists have the right of way. I think pedestrian traffic is a concern on Johnston rd between Victoria quay and Helen st. Many motorists don't bother to stop when they see a pedestrian trying to cross and a lot of pedestrians don't bother to look both ways before crossing the road and just walk straight out expecting not to get hit. I think as Port Alberni grows the johnston/gertrude/roger st route is going to get very congested and become an actual issue. Alberni and Port Alberni amalgamated in 1967 but have done a very poor job actually bringing the two towns together. As Port Alberni Grows the need for an actual 10th Ave (or another) crossing is going to become ever more apparent.

Anonymous

3/27/2025 04:55 PM

It would be nice to see the removal the old rail line and have a gravel multi use path to Mclean Mill. Also lower street lights heights with 3000K lighting not to effect sleep and to keep light pollution down. Something not mentioned is overhead wiring, there is almost no place in Port Alberni where you can take in the beautiful views (ocean, Mt. Arrowsmith) without overhead wiring blocking your view, if you're doing construction (sidewalk, road, ect) on major roadways shopping areas (ie argyle, upper third, lan to Victoria Quay along Johnston) ect please please please burry the overhead lines.

Anonymous

3/28/2025 11:35 AM

I live out Great Central Lake and travel River Road daily...I fully support the planned round-about. With Port Alberni weather, I find the street markings terrible. Johnston Road needs improvement regarding speed limit and crosswalks/crossing lights.

Anonymous

3/28/2025 11:50 AM

As mentioned in the survey, pavement repairs and road markings are sorely needed. Moreso than planters and hanging baskets.

Anonymous

3/28/2025 11:56 AM

I emailed a comprehensive request on behalf of the Compton Road and area residents. Please see the email.

Anonymous

3/28/2025 11:56 AM

In south port overgrown hedges block many intersections forcing drivers to pull halfway across an intersection in order to see if a car is coming. Overall we need some traffic control measures by police. It is the wild west out there-distracted driving while on cell phones, speeding, reckless driving, ignoring stop signs. I have never heard of anyone getting a traffic ticket.

Anonymous

3/28/2025 11:56 AM

City bus routes could be expanded. Yellow center lines on city streets need to be painted more often!!!!!! No more bike lanes. Instead, teach bike riders the rules of the road!!!!. No more narrowing of our nice wide city streets. Hedges and trees need to be trimmed at intersections. Kudos for the new signs and pedestrian buttons to activate caution lights at crosswalks.

Anonymous

3/28/2025 11:57 AM

I would like to see a nicely designed, paved active transportation network link from the Quay to Quay path to the uphill portion of of the neighbourhood you have labelled as 8 on the map. Ideally going up hill through Dry Creek Park and possibly the portion of land by dry creek above the 10th st. bridge. Obviously it would benefit me, but the uphill portion of neighbourhood 8 is where many people are moving to, where new homes are being built, and where new development is

possible. It is an obvious but fill-able gap in the existing active transportation network and would provide a good connection from that neighbourhood with much of the rest of town. And connect the quay to quay with the Maquinna Trail area.

Anonymous

3/28/2025 11:58 AM

I find the sightlines between crosswalks and vehicles to be one of the biggest hazards on 10th Ave between Redford and Wallace where no signal lights exist. Often a pedestrian can walk out from behind a large parked truck as a vehicle is approaching and the pedestrian is not visible until in peripheral view.

Anonymous

3/28/2025 11:59 AM

Bike lock parking

Anonymous

3/28/2025 12:01 PM

Port Alberni is currently overly focused on the private vehicle. This is outdated and we should focus on public transportation, walking and biking. Large trucks do severe damage to our roads. Reduce the number of areas where trucks can go including the oversized pickup trucks. Encourage people to take the bus by first having council members us the bus for a week and recommend changes.

Anonymous

3/28/2025 12:05 PM

This is not the time to spend money we don't have on projects we don't need! Fix the roads and stop spending on projects that do little but will cost the taxpayers insane amounts not including yearly maintenance costs. The public does not have unlimited funds for all of this. You need to be cutting costs not throwing money around! Start working for the people of the city not some 15 minute city aka complete community Net Zero garbage we don't need or want.

Anonymous

3/28/2025 12:13 PM

What will be done to improve the traffic flow at the intersection of Johnston Road and Victoria Quay? The proposed roundabout at River Road and Beaver Creek Road alone will not remedy the traffic flow issues on the bridge approach to Johnston Rd. A wider bridge itself would help but there has to be a better more full some plan than simply a roundabout on the west side of the bridge!

Anonymous

3/28/2025 12:20 PM

Why is there almost nothing about public transit in this survey? We have been begging for better public transit for years. Please notice we want better public transit!!!

Anonymous

3/28/2025 12:58 PM

Fix the Johnston rd. Intersection East of the Clutesi Haven Marina and the approaches to the bridge across kitsuksis creek.

Anonymous

3/28/2025 01:08 PM

no bus service to sproat lake

Anonymous

3/28/2025 01:09 PM

Lights on all crosswalks on Roger, Redford, Johnson, 10th and 3rd

Anonymous

3/28/2025 01:17 PM

Concerned about new limited parking situation at Harbour Quay. Seems inadequate and will impact seasonal use by tourists thus the merchants, as well as access for locals. Harbour Quay is an important community gathering/event location. I'm a senior so accessibility more of an issue. Do love it down there and it plays a part in the Quay to Quay walk. Thanks for reaching out. Appreciate these are difficult times and feel the City is doing its very best.

Anonymous

4/01/2025 03:04 AM

Pedestrian visibility is a major issue - when it is pouring rain out and with the lack of street lighting, people in dark clothing are impossible to see. Reflective clothing saves lives! And so do the new crosswalk flashers...thank you SO MUCH for installing them and I hope to see more! Lines need to be painted more than once per year if they are wearing out in between so please increase the budget or hire a larger crew to keep them visible. Despite what people say online, there are hardly any potholes on PA streets; most are tiny and the large ones are on MOTT roads. Also, the Quay to Quay path is amazing! I have faithfully looked up and down the path every time I drive by a section of it (i.e. multiple times per day) and there have been people using it 100% of the time. The lack of sidewalks along some roads is distressing and dangerous; I hope to see it a priority to add sidewalks where there aren't any, at least on one side of the road.

Anonymous

3/28/2025 01:19 PM

Crossing parts of 3rd as a pedestrian, especially at night, is quite scary as it's a wide street and the crosswalks don't have flashers. Even in the daytime when visibility is better, people don't always stop at the crosswalks. And if someone stops on one side, you have to just hope that the driver on the other side has seen you and is willing to stop, as there's no island or mid-point where you can safely wait for traffic to stop. I would also love to see improvements to cycle lanes, specifically consistency and better markings. If you cycle along 10th the cycle lanes disappear and re-appear quite frequently and it doesn't feel safe to suddenly be thrown back into the general traffic flow. At night and/or in the rain, as both a driver and a cyclist, it's SO hard to see some of the cycle lane markings, in particular where the road shape changes. I'm thinking specifically of where Roger meets 10th coming up the hill, and on 10th in between Argyle and the Dip,

but I've noticed it in other areas too. At the moment there are generally bike racks at my most visited places, but not that many, so if cycling in Port becomes more popular, especially along the Q2Q, more may be needed in hotspots such as Spirit Square. I'd also love to see more/improved ways to access the Q2Q path safely. For example, if I'm cycling down Bute or Burde Street and want to head towards Victoria Quay, then I have to either turn right onto 3rd and cycle along there up to Redford (a bit scary) or go along one of the back roads such as 4th but then deal with an equally scary left turn onto Redford. I'd definitely like to see more of an emphasis on active transportation but I wanted to make one note about parking; I'm actually not sure where I would park if I had to visit the Harbour Quay area for more than a few hours. The Port Boat House seems to have taken away a large amount of what I think was longer term parking and there may be other areas but I don't know where they are. So maybe signage towards short and long term parking and/or more long term (i.e. full day) parking would be useful. And finally a note on public transit; on the few occasions I've considered taking the bus, the payment system has put me off. If I could just tap to pay the exact fare I'd probably have used the bus already. I'm someone who is confident with technology, but having to download an app, register and then guess how much I'll have to load onto the app for a journey I don't regularly make, and then have money left over just sitting there in the app if I don't calculate it correctly, is offputting.

Anonymous

3/28/2025 01:19 PM

mid Melrose St needs improvements after the water line was completed ie sidewalks curbs paving

Anonymous

3/28/2025 01:30 PM

Need a tenth avenue crossing for safety and traffic congestion

Anonymous

3/28/2025 01:46 PM

The new flashing lights are very much needed at Johnston and Elizabeth street and around the corner on Gertrude and Southgate

Anonymous

3/28/2025 01:51 PM

I strongly support the Quay to Quay pathway as I can travel from my home in Beaver Creek to South Port mostly on a separated path from traffic. This has greatly improved my safety. I never felt safe riding on Stamp Ave and Third Ave and would utilize the sidewalk, and now I don't have to. I don't live in the City, but work in the City five days per week and greatly appreciate the work the staff and council have done on the Quay to Quay project. I support improvements to curb letdowns for accessibility reasons. There are many problem areas that should be fixed when infrastructure is being worked on.

kevin

4/01/2025 03:04 AM

I would like to see improved messaging to homeowners around snow clearing on sidewalks to support pedestrians. It is almost impossible to push a stroller on a snowy sidewalk. I think the Quay to Quay path is great, and would like to see a similar commitment to a more rustic north/south trail connecting southport south to northport east. The bulk of this connection exists (Maquinna trails, log train trail, Scott Kenny trail) however the overly steep crossings at Dry Creek and Roger Creek make this network impractical for active transportation.

Anonymous

3/28/2025 02:27 PM

The city needs another route across to the north end. The 10th ave dip should be connected to Johnston. Makes so much sense for emergency response routes, evacuation (tsunami or wild fire) and simply for business. I also find the roads really dark at night especially when raining. It's so hard to see pedestrians

Anonymous

3/28/2025 02:38 PM

Any improvements that involve getting people out of their cars and into the community , I support.

Anonymous

3/28/2025 02:47 PM

I personally believe the transit system we have in Port Alberni needs attention. My daughter tried taking the bus to work and school, but it wasn't really practical for it would take too long to get to and from her destination. Perhaps having shorter and more direct routes would help - a bus to go up and down Johnston, one that goes along third to the bottom of Johnston, one that goes along 10th to Johnston. Something like that. Concerns about additional trails is the cost to maintain them. The City needs to cut operating costs and focus on maintaining what is already in place. An investment in transit will help the current citizens - particularly those who are aging.

Anonymous

3/28/2025 02:51 PM

More handi-dart type of service for the elderly and the mobility challenged: BC Transit off-shoot business?

Anonymous

3/28/2025 03:08 PM

We need a bus terminal connecting our poor in-city bus service with the radically increased inter-city bus service to Nanaimo being promised by our current Provincial government

Anonymous

3/28/2025 03:14 PM

Residents here drive so wildly fast, unlike anything I have ever seen in densely populated areas. I regularly see people driving what has to be min 70 km/h along Redford and 10th. I'd love to see some of these very wide streets be transformed into MUPs to provide cyclists and pedestrians with safer zones and hopefully reduce traffic speeds. My husband is a very regular biker and I am constantly worried about

him biking in town and choose to only bike on side streets or pathways. I'd also love to see lanes reduced to provide safer crosswalks. I travel on Redford daily and have seen so many near misses with drivers at crosswalks and can't help but wonder if reduced lanes would prevent this.

Anonymous

3/28/2025 03:18 PM

Public Transit buses that can get one to Nanaimo, Parksville, Qualicum Beach etc for the cost of a regular bus fare.

Anonymous

3/28/2025 03:18 PM

Please fix the light at the corner of Johnston and Victoria Quay. The new traffic pattern is horrible by removing the green light and only starting with the advance green will be a major problem in the next few months by backing up the traffic past Clutesi Marina. Please make the wait times on traffic light coming from side streets longer as well as the light turning left at the bottom of Johnston Rd. Thank you

Anonymous

3/28/2025 03:56 PM

when are you going to address the 10th ave gap

Anonymous

3/28/2025 04:30 PM

The traffic on Gertrude street is getting worse and worse year over year. There are now large transport trucks using the road. The amount of volume on it and the road noise that causes for residents is awful. Traffic calming on Gertrude St. is badly needed on the section between Compton and Johnston

Anonymous

3/28/2025 06:21 PM

I find the Cities streets are very nice. It is the speed at which drivers drive at that is the issue. Need more speed calming whether it be speed humps, take away a line almost everywhere so it is only 2 lanes, more policing on speeding everywhere not just at the hospital.

Anonymous

3/28/2025 06:35 PM

Routes and transportation need no changes in a place that doesn't change.

Anonymous

3/28/2025 06:44 PM

Side walk could also be green spaces with open ditches for habitat. Lighting should also protect the night sky.

Anonymous

3/28/2025 08:32 PM

A bridge should be built to connect 10th Ave to Johnston road . It would decrease some of the traffic at the bottom of Johnston hill and reduce congestion especially during the summer tourism season . This would also save time and fuel cost getting around town as well .

Anonymous

3/29/2025 05:26 AM

There's two many bottlenecks or lack of road corridors linking south port to north port. Roger St should also connect to the Redford Street extention. Bike lanes should be on off streets that run parallel to main roads.

Anonymous

3/29/2025 05:36 AM

Unless there is a plan for the bottom of Johnson Road I do not think putting a roundabout on the corner of Beavercreek and River Road is going to be successful. In high tourist season there is always a huge lineup of people coming from River roads heading towards Port Alberni and often backed up well past the petrocan on River Rd. This is your result of the lights on the bottom of Johnson Road which unless that's changed, a roundabout at Beavercreek and River Road will never work. You'll just have traffic backed up through it. As far as The pedestrian Crossing on the corner and 10th Avenue on the Argyle side of the double dips where the white bicycle is, the height of that light when a pedestrian is Crossing does not have a good sightline for people sitting in cars. The light has to be higher, or angled differently. It's slightly off somehow so it could be something other than what I'm suggesting. But it does not catch your attention as easily as the other lights. These protruded sidewalks that are being built on Bird Avenue I'm not sure what the purpose it is there but it is going to be a nightmare for many people the width and I understand most likely there's a reason for it but driving on it now before it's paved the width is just not enough and I'm in a small RAV4 I would never be able to make the corner if another vehicle was coming. Perhaps that's the purpose of it I don't know but not a good upgrade. My opinion only. I am impressed with the amount of work being done highlighting crosswalks. We have lost too many people to the inability of seeing pedestrians crossing. The big large planters that are put in on Johnson Road need to either be relocated or smaller plants put in, although beautiful they do block the views of pedestrian crosswalks more specifically the crosswalk located on the corner of Elizabeth and Johnson. I believe a pedestrian Crossing light should go there and on the corner of Adelaide and Johnson. Too many fatalities for such a small town

Anonymous

3/29/2025 11:42 AM

I would love to see a biking/walking connector between the western part of areas 3 and 4. The Scott Kenny trail is an okay start, but it is way too steep for biking and even walking.

Anonymous

3/29/2025 12:27 PM

From someone who works in civil engineering in Victoria coming to Port Alberni it to me is obviously whenever is designing the bike lanes has a lack of experience. Half the time the markings are wrong or used in the wrong way, when. I take my kids to visit friends most

sidewalks lack curb letdowns, and most the implementation of traffic improvements are done poorly.

Anonymous

3/29/2025 12:29 PM

Get rid of the terrible white markers on argyle street. They are ridiculous and unsafe

Anonymous

3/29/2025 12:48 PM

I'm excited for the much needed round a bout on beavercreek rd and river rd, although concerned the light at bottom of Johnston will back up traffic too far into the round a bout as I've seen this happen. I suggest a second round a bout on bottom of Johnston

Anonymous

4/01/2025 03:04 AM

I find many drivers in Port Alberni to be aggressive and impatient, e.g. tail-gating instead of respecting the speed limits in hospital and school zones, or passing on the right in order to speed.

Anonymous

4/01/2025 03:04 AM

Can we get more buses? Currently, if you miss your bus stop, you need to wait 40-ish minutes for the next bus to arrive. As well, if you take the bus somewhere, you need to wait at least 40mins before you can come back. Just adding a second bus to each line, either going the opposite direction or 20-ish mins behind the 1st bus, would make the system so much better.

Anonymous

3/29/2025 07:19 PM

I hope that Port will become a more pedestiran/cydist friendly city, with much improved and expanded public transit also.

Anonymous

3/29/2025 07:38 PM

- Street lights are too high, too bright and not needed in many areas. They shine into home windows when we are trying to sleep. FYI lighted rooms during sleep don't allow your body to make melatonin. Street lights aren't a deterrent for crime. - EJ Dunn Elementary needs a crosswalk.

Anonymous

3/30/2025 07:50 AM

fix our roads and keep them nice and wide like they are don't start adding bumps and barriers that will just cost money we don't have and cause problems

Anonymous

3/30/2025 08:49 AM

Lighted cross walks especially in downtown north port.

Anonymous

3/30/2025 08:23 PM

Love the new trails and would love more of them to become the trail capital of bc.

Anonymous

3/31/2025 09:16 AM

Please add pavement markings for 'share the road' with cyclists where no bike lanes exists. For example, on the dip/10th ave where the bike lane disappears. Vehicles here try to pass because they are not aware of the rules or are impatient. If it is preferred that cyclists should use the sidewalk, add signage for cyclists. To prevent vehicles from using side streets to avoid the traffic lights at 10th and Redford, would be nice to see round-about at Bute/Anderson, Bute/16, Burde/Anderson for example. Or some kind of slowing method.

Anonymous

3/31/2025 09:52 AM

The most noticeable safety issue is the poor driving in the community, with speeding on residential roads, cars driving in the bike lanes, and lack of road knowledge of drivers. It would be nice to see the police enforce more driving violations, and more speed traps in town, there has been a significant decrease in past 5 years since Covid and drivers are taking advantage of the decrease in enforcement.

Anonymous

3/31/2025 03:00 PM

I support round about on corner where beaver creek starts. I do not like the white things that stick out onto road they put on argyle.

Anonymous

3/31/2025 04:13 PM

Improved transit connections to the rural areas - to Tseshah IR and Sproat Lake Provincial Park, and to the more developed residential areas in Beaver Creek and Cherry Creek.

Anonymous

3/31/2025 05:00 PM

Although I drive most of the time to commute around town now, I strongly suggest more protection mechanisms in place for cyclist/pedestrians. Even just basic education. When I used to cycle, I would get harassed (yelled-at/heckled) and cars would drive aggressively near me to the point I didn't feel safe and discontinued cycling in town to avoid injuries & drama.

Anonymous

4/01/2025 09:50 PM

Please build more roundabouts, protected bike lanes and sidewalks. Reduce excessive lane widths and replace with treed medians, boulevards and pedestrian spaces to build a sense of community and increase sense of place. Improve sharp curb returns with curb bulges. The rapid flashers at crosswalks are a big safety improvement. The city badly needs to maintain the street landscaping (eg. weeds and overgrown, pruning, pressure washing) and plant more street trees in boulevards, medians etc.

Anonymous

sightlines are my number 1 concern within the community. No one

4/02/2025 11:51 AM

should have a 6 foot fence or 8 foot hedge right up to the sidewalk edge/intersection. The national average view out of a vehicle when someone is driving is just over 3 feet, but the bylaw allows up to 4.1 feet of fencing or vegetation with no setback requirements and the community standards is "do whatever you want, there are no repercussions"... resulting public safety issues and car accidents. The other concern is the hedges/vegetation that is permitted to encroach out into the sidewalk/roadway creating sightline hazards, decaying sidewalks with roots and moss growth, making people walk out into the roadway because again, there is no education, no enforcement and no repercussions to the public for allowing vegetation to encroach or in some cases, completely cover the sidewalk and parts of the roadway. Traffic Technician should be hired to help facilitate improved sightlines along public roadways, boulevards and sidewalks along with a robust bylaw department to enforce the archaic Boulevard Maintenance Bylaw.

Anonymous

4/02/2025 02:05 PM

Lower taxes

Anonymous

4/02/2025 02:10 PM

Work on getting the highway to the west coast to Ukee and Tofino improved. Quit wasting money in this polluted hole.

Anonymous

4/02/2025 07:30 PM

Why such a push for all the narrowing streets, bump outs, bike lanes with curbs? These are causing huge issues in other cities like Nanaimo and Victoria, causing fire ambulance etc from being able to get around or the public being able to pull over to allow these vehicles to get through. In some areas with the road narrowing it was taking up to 5 minutes for an ambulance to get through, or needing to take alternative routes that do not have these "traffic calming and bump outs" On some of the streets one bus needs to stop so the other can pass by safely. These "safety" measures are putting peoples lives at risk. I would like to see the city provide the safety data around all of these before you go and spend more taxpayers money on something that will cause these problems here.

Anonymous

4/02/2025 10:36 PM

Redford street is the highest for pedestrian deaths. The city needs to do better.

Anonymous

4/02/2025 10:53 PM

The road lines are so hard to see, they need to be repainted, and done yearly. Intersection at Argyle, Dunbar and Anderson should be a traffic circle. I dont support a traffic circle at Beaver Creek Rd More flashing lights at all the crosswalks

Anonymous

4/02/2025 10:55 PM

-Too many crosswalks up and down Redford...some of the blocks are short.. -Redford intersection seems to need some improved Safety measures...the new lanes crossing through on 10th do not align and the green turn signals are a bit short especially for the lane of traffic turning left off of Redford onto 10th heading south. -Traffic congestion on Roger and along 10th when the highschool gets out each day is bad. -Intersection of Roger and 6th needs safety improvements...is also impacted by highschool traffic. -Intersection of Burde and 10th needs improvements to better support the increase of housing in that area. Traffic light? 4 way stop? Turning into 10th (from both directions) can be very challenging here and visibility is poor with fences and bushes blocking visibility. -Parking in front of the apartments on 10th across from CO OP can be too close to the crosswalk at 10th and Burde making pedestrian visibility poor...this intersection poses a safety risk. -Intersection at 3rd and argyle...turning left from third onto argyle is tricky with traffic slow and an influx on pedestrians hanging out in the area. -There needs to be a second crosswalk added in front of Tsuma-as Elementary. This is a safety risk as the crosswalk that is already on the corner of Compton and Kitsuksis is not actually where most students and families get dropped off and cross the road. And my least favourite intersection in town...Roger and Stamp...needs safety improvements and needs something done about the large areas in which water pools in the left turning lane towards Victoria quay and in the straight across lane near the church heading toward 10th. -Resurfacing projects need to be addressed for the many streets needing some TLC

Anonymous

4/02/2025 10:55 PM

Policing of drivers and enforcing traffic laws needs to be improved and enforced. Too many drivers are speeding and ignoring traffic laws. Tail gating and speeding are a major problem. People do more than 10 kilometers over the speed limit in town all the time with total disregard of peoples safety.

Anonymous

4/02/2025 11:07 PM

Would be great if there was a bus on Beaver Creek Road and a straight bus from Compton Rd to Victoria Quay area For people living in opposite sides of the city, efficient bus system is non existent, it takes so long, that walking or biking is less time consuming than taking a bus.

Anonymous

4/02/2025 11:27 PM

Paint lines on road they are hard to see at night when I'm not sure of roads new to area

Anonymous

It takes 5 min to drive from Cameron heights to Walmart, but close to

4/02/2025 11:37 PM

40 minutes if you take the bus. There should be another route that is more direct

Anonymous

4/03/2025 04:20 AM

I would be great to see boulevards come into Port Alberni to see a reduction in street width and an increase in beautification. I hope this would help with the insane speeding and safety problem in this town. (Argyle, 3rd/Stamp/Gertrude, Johnston). I would also love to see more traffic control (eg. 4 way stops or a roundabout) on 10th avenue past QF. Without traffic controls and/or policing this area is an absolute speedway, it's dangerous. Something needs to be done because people will be killed. I think this may be the case on roads like Lathom as well where there's long stretches of uncontrolled through road. A simple 4 way stop along these roads would help immensely. (Possibly Melrose or Bruce and 10th in the middle before the daycare) It would also be nice to see something be done about people who use the back alleys as their own personal property. Parking there permanently and blocking all access, leaving torn apart vehicles there, etc. and making our neighbourhoods less safe and reducing the access to our roadways. Maybe some safety/policing around people running stop signs and speeding. I was amazed when I moved here because it felt like I was in a lawless land when it came to traffic safety laws. I've become accustomed to it now, which is not a good sign. Port Alberni has the potential to be a great place to live and visit.

Anonymous

4/03/2025 06:17 AM

We need to keep electric bikes and other powered devices off of the walking paths. They are driving way to fast and someone is going to get injured. These grown men on bikes need to stay on the road not the walking paths. We walked the new path and it was dominated by old men on Ebikes and even had a motor cycle pass us by the somass land. I'm not going to walk that trail again until the bikes are band. Also to beautified the new trail you need to get after Haggard trucking to either fix up their building or tare it down

Anonymous

4/03/2025 07:10 AM

10th Ave extension all the way north.

Anonymous

4/03/2025 11:38 AM

Trash cans need to be available at bus stops. The stops are always full of litter due to being unable to discard items prior to entering transit. Witness coffee cups being rejected aboard bus and people have to leave them on the sidewalk. this happens at least 3-4 times a week.

Anonymous

Don't feel we need two lanes along Roger, third and argyle. High

4/03/2025 12:10 PM

speed, passing, not safe for people walking, riding bikes, children crossing 4 lanes. Looks so industrial, highly support narrowing, lowered speed, separated bike lanes, greenery/trees to make it more welcoming and eye appealing, environmentally friendly cutting down on snow removal, water run off

Anonymous

4/03/2025 12:28 PM

It is nearly impossible to see around some corners when attempting to turn onto Anderson Ave in South Port due to fences, vehicles parked on the road, and vegetation blocking line of sight. I have lived in this area for 5 years and will purposely take a different route to avoid making some of those turns. A roundabout at Beaver Creek intersection is needed, as well as at Johnson and Gertrude. This intersection is the busiest in town and I avoid going to businesses in the area because of lack of parking, drivers ignoring pedestrians, and difficulty seeing around corners when trying to make turns.

Anonymous

4/03/2025 01:03 PM

If adding more bike lanes, maybe add wider roads, somewhat dangerous through the 10th ave dip.

Anonymous

4/03/2025 01:27 PM

Led street lights hurt my eyes and reduce visibility prefer the orange ones. Hedges and bushes along sidewalks need cutting back all over town.

Anonymous

4/03/2025 01:32 PM

More pedestrian controlled crosswalk lights

Anonymous

4/03/2025 03:34 PM

I live on Richardson road, it is frankly disgraceful. There are 60-70 percent patches on the road, it has had new storm sewers and is updated, yet was never repaved completely. Just a 6 foot patch down the middle, with 10 speed bumps (caused from the installation of natural gas) that run perpendicular. Done 23 years ago. Now the road is coming apart at the seams. Richardson runs up to the dyke and is a very visable road to tourist who frequently walk the dyke. How about paving it please and thanks.

Anonymous

4/03/2025 06:12 PM

My home is on River Road where the pavement surface has dips, crevices and holes. When trucks and trailers drive over these, the loud bang and rumbling is disruptive. Trailer loads of gravel spray out on the road. Drainage on River Road is poor in areas of poor pavement. River Rd water runoff is highly toxic to fish and water, yet it is diverted into culverts and drains directly into the Somass River without filtration

Anonymous

4/03/2025 11:36 PM

Quite messing around with roads and making them so much smaller.
They need to stay wider just as sidewalks to them

Anonymous

4/04/2025 12:00 PM

Why is your question "Improved road alignments and road widths?
These are leading and what does improved mean? There are no
examples of the possibility of narrowing the road so 2 vehicles can't
pass each other or the removal of parking with all the bump outs. Is
this the definition of improved? Kind of putting a bias on the
questions.

Anonymous

4/04/2025 04:46 PM

Yes, not to buy the public toilets from Calgary at the cost that you
could be paying somebody's salary per year at that also Along with
the extended sidewalks that have gone with the long bird if that ever
happens, Long Johnson, you'll never have proper things being
delivered to the West Coast with big loads ever coming through on
semi trucks or logging trucks going out and a fire truck having to pass
by at the exact same time that happens, the roads will be too small

Anonymous

4/04/2025 11:29 PM

NO MORE side walk bump outs and making roads skinnier with less
parking.

Anonymous

4/05/2025 06:49 PM

Need protected bike lanes. I am reasonably comfortable to cycle on
our roads but I would not want my children to do so.

Anonymous

4/06/2025 09:39 AM

How do you request a bus stop bench and cover for the bus stop on
falls st/compton. It's for the elders at rainbow gardens. There are
constantly people waiting and they have ZERO shelter or seats. Poor
people. Maybe someone can look into that

Anonymous

4/06/2025 10:32 PM

e

Anonymous

4/07/2025 10:04 AM

none

Anonymous

4/08/2025 02:12 PM

stop with all those bump out corners. Our streets used to be wide,
and easy for DRIVERS to see what was ahead, now with moving
things out in the center of the road, if you're following someone in a
large truck or anything that blocks your view, you CANNOT see
people on those bump outs, if they walk in front of you, you'll hit

them. there needs to be more education on the pedestrian's side, IE don't walk out in front of traffic, vehicles can't stop on a dime. There needs to be more education for bike riders IE riding in the APPROPRIATE direction! Drivers can't be watching both sides of the streets for bike riders, half of which are using pedestrian controlled intersections to cross, half not even in the bike lanes, swerving in and out of traffic, directly in front of vehicles. Road conditions MUST be improved, IE PAVING (no bump out crap), and LINE PAINTING. Considering the amount of money we pay in taxes, this should be the priority, not your 40% wage increases! City council is NOT supposed to be a living wage/full time job. Councillors only attend meetings a few hours a week, they're already being paid extremely well for their time, and they still have full time jobs!

Anonymous

4/08/2025 02:39 PM

Keep our big wide roads.

Anonymous

4/08/2025 02:46 PM

Need another crossing point to nort port

Anonymous

4/08/2025 02:48 PM

Do not support paying for bump outs onto streets like on 6th and Argyle

Anonymous

4/08/2025 03:34 PM

I would to express concerns regarding the proposed roundabout at the intersection of Beaver Creek Road and Highway 4. While the intent behind the roundabout may be to improve traffic flow, the current design appears to overlook key practical issues. The planned access from the marina, combined with existing traffic volumes, will likely lead to significant congestion. Vehicles will back up through the roundabout, particularly during peak times, effectively blocking access from Beaver Creek Road. This issue will be compounded by the traffic lights at the end of Johnson Road, which already cause bottlenecks. Rather than proceeding with the roundabout—which represents a large and costly infrastructure project—I propose an alternative solution: adjusting the traffic pattern at the end of Johnson Road. This change would be far more cost-effective, quicker to implement, and likely to relieve congestion along Highway 4. In turn, this would make it much easier for vehicles to exit from Beaver Creek Road without the need for a roundabout. If the primary concern is the ability of Beaver Creek residents to access Highway 4, it's important to note that there are existing alternate routes available that offer little to no delay. Frankly, this appears to be a case of engineers following a brief without fully considering the broader traffic dynamics or exploring smarter, more efficient options. Installing a roundabout in this location will not solve the underlying issues—it may, in fact,

create new ones. It would be a misuse of taxpayer dollars to pursue such a costly project without clearer long-term benefits or community support. I urge the planners to pause and reconsider, taking a closer look at the overall traffic ecosystem and pursuing a more thoughtful and fiscally responsible solution.

Anonymous

4/08/2025 04:20 PM

I see the City working hard to provide safe roadways for drivers, pedestrians and cyclists. They are dealing with aging infrastructure and that is a huge impediment to improvements.

Anonymous

4/08/2025 04:35 PM

Those bumpouts at the corners. What purpose do they serve? Did somebody get out of engineering school and decide to implement change for the sake of change or did some fed money show up and you have to blow the money?

Anonymous

4/08/2025 04:44 PM

The bus system became horrible when the moved the hub beside McDonalds and redrew all the routes. It takes me from 730 to 845am to take the bus from Gertrude and Compton to Boston Pizza. I can drive this in 5 minutes. Drivers are horrible. No one uses their signal. No one waits their turn.. for anything. I've had so many near misses in the middle of a crosswalk! I've been hit in the parking lot by Pita Pit. It's terrifying to ride my bike to work because the drivers are incredibly entitled. Love the Quay 2 Quay path.

Anonymous

4/08/2025 05:15 PM

Needed: 1.) Curb Cut Program over 5 years so wheelchairs/mobility scooters can get off the road; 2.) Parking lot design standards that address pedestrian circulation, transit connections, human scale lighting, landscaping, secure bicycle racks; 3.) Safe non-vehicular connection Canal Beach to Harbour Quay; 4.) 10th Avenue multi-modal corridor with separated cyclist facility; 5.) A designated Transit hub for regional trips and intermodal transfers (and a regional transit service); and 6.) A complete do-over of road patterns leading from 3rd to the Somass parcels, including roundabouts. One more - Transportation Mitigation Fees for rigs associated with mining and logging operations that use City roads.

Anonymous

4/08/2025 06:56 PM

Just wait till the amount of accident start happening down Johnston Road it will be hard to keep the rds with sidewalks like that & let's say a fire truck & a logging truck trying to pass each other on the road will not fit together in that tight narrow space now with the roads coming out so I hope you also calculated that since it's a major highway, so I don't know why we're trying to do a Victoria thing when the speed limit also is still 50. Without a change of that & roads

good luck not having more accident since everybody's trying to get to the West Coast no matter what and oh the speed limit is not good enough to do 50 in our town because I want to get there now and I didn't realize that it was over 2 1/2 hours away from Nanaimo off the ferry. That's why people rush though the town

Anonymous

4/08/2025 10:03 PM

A bypass between South and North Port that exists between stamp and Alberni hwy is needed. There are far too many crosswalks in stretches of road which also need improved safety but should exist in lower quantities (ex: Johnson, argyle, 10th, 3rd, redford). Higher volume intersections should transition to lights.

Anonymous

4/09/2025 08:04 AM

The round about is not a great idea.

Anonymous

4/09/2025 12:05 PM

STOP being so Cars only focused! The buses aren't used because they are garbage, they rarely run and are never on time if they show at all

Anonymous

4/09/2025 01:01 PM

The 10th Avenue Crossing - twice approved but never done!!

Anonymous

4/09/2025 01:45 PM

Better signage for park speed limits. Williamson Park is very poorly marked. no signage on Craig Road between Tebo and Bishop and people speed on Bishop between Michigan and Johnston Road.

Anonymous

4/09/2025 02:25 PM

More obvious bike lane would encourage me to bike more

Anonymous

4/09/2025 08:17 PM

Why do bike lanes continue to be 2-3 times wider than in Nanaimo? They also randomly end.

Anonymous

4/09/2025 09:14 PM

It is good that a traffic circle is going to be installed on the river road/beaver creek intersection. This will allow traffic to move faster and safer

Anonymous

4/10/2025 07:50 AM

No more bike lanes. Add the activated solar powered crosswalk lighting at the unmarked intersections on Johnston. I'm thinking particularly of where people cross from bare bones towards boomerangs. I also think cars should not be allowed to park as close to marked crosswalks. . Cars parking right up to them makes it hard

to see pedestrians waiting to cross. Also...don't get rid of angled parking on Argyle!

Anonymous

4/10/2025 04:54 PM

Need more access route to south port ie tenth ave crossing

Anonymous

4/10/2025 05:10 PM

I would like to see improved accessibility for people using walkers, wheelchairs, or personal scooters for mobility issues, especially when on sidewalks

Anonymous

4/10/2025 05:16 PM

Look at extending 10th Ave to connect to Johnston rd. Fix ALL the potholes!! Road lines need to be re-painted everywhere!

Anonymous

4/10/2025 05:29 PM

Traffic safety needs to start with the individuals. This isn't a municipal responsibility but offenders need retraining. Speeders need fines. Elderly need retesting.

Anonymous

4/10/2025 08:37 PM

Cameras dedicated to high accident locations to record the accident

Anonymous

4/10/2025 09:20 PM

With the experiment that you're doing down Johnston Road I don't know why you would choose to narrow the sidewalk with out lowering the speed limit first it's gonna cause accidents and you can't have a logging truck or a fire truck or an ambulance pass each other when they're side-by-side with the curbs coming out, so it's gonna be more of a hazard for a big logging truck driving onto the curb which has pedestrians Waiting to cross when both a truck and let's say another logging truck side-by-side can no longer fit down the road because you're narrowing the streets that is a very bad plan and will cause more accidents along with everybody trying to get to the West Coast cause they didn't know that it was over 2 1/2 hours away once they got off the ferry

Optional question (180 response(s), 127 skipped)

Question type: Essay Question



Uplift Engagement Communications Inc.

PORT ALBERNI TRANSPORTATION MASTER PLAN | Round 1 What We Heard Summary Report