



## CITY COUNCIL MEETING SUMMARY

An information report summarizing the Regular meeting of Council held July 14, 2025.  
These are not the official minutes. For more information, please contact the Corporate Services department at 250.723.2146 or email: [corp\\_serv@portalberni.ca](mailto:corp_serv@portalberni.ca).

### DELEGATIONS

#### IGV Housing Limited

CEO, J. Hunt, introduced the IGV Housing manufacturing facility in Port Alberni.

### STAFF REPORTS

#### Quarterly Departmental Reports

Council received 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.

#### 2<sup>nd</sup> Quarter – 2025 Procurement Summary

Council received the 2<sup>nd</sup> Quarter Procurement Summary providing procurement contract awards and social procurement activities.

### BYLAWS

**“Waterworks Bylaw No. 5131, 2025”, “Sewer Connection and Regulation Bylaw No. 5132, 2025” and “Solid Waste Collection and Disposal Bylaw No. 5120-1, 2025”** were adopted reflecting removal of the fee structures which are now captured under Fees and Charges Bylaw 5125, 2025.

**“Reserve Fund Establishment Bylaw No. 5086-2, 2025”** was adopted. This bylaw includes a schedule outlining the reserves and their specific purposes.

**“Fees and Charges Amendment Bylaw No. 5125-1, 2025”** was given third reading as amended to incorporate 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. The bylaw upon adoption will reflect the revision of existing fees and inclusion of additional fees.

**“City of Port Alberni 2025-2029 Financial Plan Amendment Bylaw No. 5123-1, 2025”** was adopted. This bylaw consolidates all changes made through Council resolution to date in 2025 within the 2025 – 2029 Five Year Financial Plan.

**“Official Community Plan Amendment Bylaw No. 5094” and “Zoning Bylaw Amendment (3830 5<sup>th</sup> Avenue) Bylaw No. 5113”** were adopted. These bylaws will enable a multi-residential development consisting of 112 units of purpose-built rental apartments and townhouses.

### CORRESPONDENCE

#### Port Alberni International Twinning Society

Council received a letter regarding the forthcoming 40<sup>th</sup> anniversary celebration as information.

#### Council received their correspondence summary which included letters from:

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

### PROCLAMATIONS

#### Island Kids Cancer Association

Council proclaimed the month of September 2025 as 'Childhood Cancer Awareness Month' in Port Alberni.

### NEW BUSINESS

#### Transportation Master Plan Public Engagement Results

Council received the Transportation Master Plan Public Engagement Results report dated June 18, 2025. For more information visit <https://www.letsconnectpa.ca/tmp>

#### Audit Committee Terms of Reference

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

## QUESTION PERIOD

**Eric M.**

Inquired about parking in bicycle lanes on Burde Street following the recent construction improvements.

## COUNCIL MEETINGS

The City of Port Alberni now offers hybrid Council and Committee of the Whole meetings.

We encourage you to remain informed on City business and community topics through the following options:

- Attend in-person in City Hall, Council Chambers, located at 4850 Argyle Street
- Livestream @ [www.portalberni.ca](http://www.portalberni.ca)
- Join online or by phone using MS Teams

Regular Council meetings are held at 2:00 pm on the second and fourth Monday of each month.

All meeting recordings are posted on the City website for viewing.

Complete Council agendas including all correspondence and reports are available at [portalberni.ca](http://portalberni.ca). Generally, these are posted the Friday before each Regular Council meeting and are archived on the site.

The Council Summary is prepared following each regular Council meeting and posted on the City's website. You can also visit the City website and sign up to receive summaries delivered directly to your inbox.

For more information related to Council meetings, including how to participate, please visit [www.portalberni.ca/council](http://www.portalberni.ca/council). You may also contact the Corporate Services department at 250.723.2146 or email [corp\\_serv@portalberni.ca](mailto:corp_serv@portalberni.ca).

## MEETINGS AT A GLANCE

### **Monday, July 21<sup>st</sup>**

6:00 pm – Committee of the Whole  
Council Chambers

### **Monday, August 11<sup>th</sup>**

2:00 pm – Regular Council  
Council Chambers