



CITY COUNCIL MEETING SUMMARY

An information report summarizing the Regular meeting of Council held October 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.

STAFF REPORTS

Quarterly Departmental Reports

Council received the Quarterly Reports from Corporate Services, Development Services and Human Resources departments for the period July 1 – September 30, 2025.

BYLAWS

“Permissive Tax Exemption Bylaw, Amendment No. 2, Bylaw No. 5091-2, 2025” was adopted. This bylaw will provide permissive tax exemptions under the *Community Charter* for qualifying charitable and not-for-profit organizations.

“Animal Control and Pound Bylaw No. 5126-1, 2025” was introduced and given three readings. Upon adoption, this bylaw will amend wording to Section(s) 41 and 44, in order to align with fines as outlined in the Bylaw Notice Enforcement Bylaw.

CORRESPONDENCE

ACRD | Grant Opportunity

Council directed staff to provide approval to the Alberni-Clayoquot Regional District (ACRD) to apply for, receive, and manage grant funding on behalf of the City of Port Alberni for the Union of BC Municipalities Community Emergency Preparedness Fund for the Emergency Support Services Equipment and Training Grant.

Coastline Endurance Running | Trail Running Series

Council authorized Coastline Endurance Running access to City streets/trails on Saturday, June 6, 2026 from 8:00 am to 4:00 pm for the purpose of a trail running event.

Council received their correspondence summary which included letters from:

- Youth Parliament of British Columbia Alumni Society | 97th Parliamentary Session Open for Application
- Ministry of Forests Heritage Conservation Act Transformation Project Team | Update on Phase 3 Engagement Timelines
- Forest Enhancement Society of BC & BC First Nations Forestry Council | Special Report 2025
- Ministry of Housing and Municipal Affairs | 2025 Point in Time (Pit) Homeless Count Final Results for Port Alberni

- Vancouver Island Regional Library | [2026-2030 Financial Plan](#)
- ACRD Board Highlights | August & September 2025
- AV Museum and Heritage Commission Minutes | June 6, 2025

REPORT FROM IN-CAMERA

Council released the following decision:

- Execution of a rental agreement with the Sunshine Club for a five-year term.

NEW BUSINESS

Alberni Harbour Quay | Port Building Roof Replacement

Council approved an amendment to the 2026-2030 Draft Financial Plan for replacement of the Port Building roof at Alberni Harbour Quay as follows:

- Allocate funding from 'Asset Renewal - Leased Facilities Reserve' - \$100,000.
- Add Capital Plan - 2026 Facilities – Alberni Harbour Quay – Port Building - \$100,000 for the replacement of the metal roof of the Port Building at Harbour Quay in 2026.

COUNCIL MEETINGS

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

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

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

Regular Council meetings are held at 2:00 pm on the second and fourth Monday of each month. All meeting recordings are posted on the City website for viewing.

Complete Council agendas including all correspondence and reports are available at portalberni.ca. Generally, these are posted the Friday before each Regular Council meeting and are archived on the site.

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

For more information related to Council meetings, including how to participate, please visit www.portalberni.ca/council. You may also contact the Corporate Services department at 250.723.2146 or email corp_serv@portalberni.ca.

MEETINGS AT A GLANCE

Wednesday, October 15th

10:00 am | Traffic Advisory Committee
Council Chambers

Monday, October 20th

6:00 pm | Committee of the Whole
Council Chambers

Monday, October 27th

2:00 pm | Regular Council
Council Chambers