



CITY COUNCIL MEETING SUMMARY

An information report summarizing the Regular meeting of Council held October 27, 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 the Economic Development, Finance, Infrastructure Services, and Parks, Recreation and Culture departments for the period July 1 – September 30, 2025.

Nuisance Abatement Working Group

Council received the Quarterly Report from the Nuisance Abatement Working Group for the period July 1 – September 30, 2025.

BYLAWS

2026-2030 Financial Plan Bylaw No. 5138 was introduced and read a first time. While first reading formally introduces the bylaw, a number of meetings have been scheduled over the next few months for Council to deliberate and receive public input. Please visit <https://www.letsconnectpa.ca/city-budget-planning> to view the draft financial plan and to find opportunities on how to participate in the process.

"Official Community Plan Amendment (15th Avenue at Montrose Street) Bylaw No. 5110" and **"Zoning Amendment (15th Avenue at Montrose Street) Bylaw No. 5111"** were introduced, given first and second reading, and advanced to a **Public Hearing** to be held **Monday, November 24, 2025** at 6:00 pm in City Hall Council Chambers. Upon adoption the land would change the land use designation from *Future Residential* to residential, enable the property sale, and the creation of 13 lots for residential development.

"Zoning Amendment (5405 Argyle Street) Bylaw No. 5134" was introduced, given first and second reading, and advanced to a **Public Hearing** to be held **Monday, November 24, 2025** at 6:00 pm in City Hall Council Chambers. Upon adoption this bylaw would enable a rezoning of a portion of the property from Waterfront Industrial to Waterfront Commercial.

"Animal Control and Pound Bylaw No. 5126-1, 2025" was adopted. This bylaw amends wording to Section(s) 41 and 44, in order to align with fines as outlined in the Bylaw Notice Enforcement Bylaw.

CORRESPONDENCE

Vancouver Island Regional Library

Pursuant to the *Library Act*, Council reappointed Councillor Patola as the City's representative and Councillor Haggard as the alternate representative to serve on the VIRL Board of Trustees for a term ending December 31, 2026.

Council received their correspondence summary which included letters from:

- Ministry of Municipal Affairs and Housing | Small Scale Multi-Unit Housing
- Audit Committee Meeting | June 24, 2025 Minutes

REPORT FROM IN-CAMERA

Council released from In-Camera the following:

- Council endorsement of City facility closures from Monday, December 22, 2025 to January 2, 2026.
- Notice of execution of a five-year Community Investment Program agreement with the Alberni Drug & Alcohol Prevention Service Society (ADAPS) to host their annual fundraising event "The Haunting" at McLean Mill.

COUNCIL REPORTS

Tseshah First Nation | Somass Hall Grand Opening

Council received artwork gifted to Council by Tseshah First Nation at the Somass Hall Grand Opening.

Port Alberni Friendship Centre | 60th Anniversary

Council received a First Nations Kingfisher drum gifted to Council at the Port Alberni Friendship Centre 60th Anniversary celebration.

NEW BUSINESS

2026 – 2030 Financial Plan | Operational Amendments

Council amended the "Draft 2026-2030 Financial Plan" as follows:

- Reduce Line 11111 – General Purposes - Taxes - \$1,517,361
- Reduce Line 28220 – Projects TBD Council Direction - \$2,017,361
- Increase Line 28211 – Transfer to Reserves – Asset Management Reserve - \$500,000

2026 – 2030 Draft Financial Plan

Council approved multiple amendments to the 2026–2030 Draft Financial Plan:

Corporate Services

- Increase Legal Fees by \$25,000 for a total of \$50,000 through 2030.
- Increase Software Licencing by \$5,000 in 2026 and an additional 5% each subsequent year from 2027 to 2030.

Fire Department

- Starlink subscriptions for eight mobile units - Communication System - \$8,000.
- Roof venting and skylight improvements to reduce heat stress in apparatus bays - Fire Building Maintenance - \$11,600.
- Repairs and maintenance of the Tsunami Warning System infrastructure within the Emergency Program (Tsunami Warning) - \$8,000.

Planning Administration

- Increase line 26129 by \$53,000 to correct building permit information on the City's Property Information Portal.

Special Event Funding

- Annual Special Events – Expenses - \$15,000. Approved initiatives for 2026 include the 40th Anniversary of the Abashiri–Port Alberni Twinning Celebration, Canada Day celebrations, Light Up Community Tree Celebration, Public Art Mapping Project, and a series of pop-up placemaking activation events.

City of Port Alberni Neighbourhood Mitigation Strategy

Council endorsed the 'Neighbourhood Mitigation Strategy.' Discussion was postponed to December 2025 regarding allocation of \$120,000 from the "Draft 2026-2030 Financial Plan" to fund the Clean Team program. Council directed administration to seek grant funding for the Clean Team program and to continue working with the province to participate in the Provincial Encampment & Homelessness Response (Heart & Hearth) pilot program, and to seek funding opportunities for initiatives outlined within the Neighbourhood Mitigation Strategy.

Council also allocated \$22,000 for the continued operation of a Clean Team to the end of December 2025.

Transit Bus Shelter and Bench Enhancements

Council amended "City of Port Alberni 2025-2029 Financial Plan Bylaw No. 5123, 2025" as follows:

- Add Transit Infrastructure upgrades - \$75,000
- Increase Contribution from BC Transit "Local Only Transit Fund" - \$75,000

Mayor and Corporate Officer were authorized to execute the 'BC Transit Bus Shelter Program Agreement' for the improvements to 18 BC Transit Bus Stop locations in Port Alberni.

Audit Committee | Terms of Reference Review

Council rescinded the Audit Committee and transitioned financial oversight duties to the broader Council through regular reporting at Committee of the Whole meetings, to take effect in January 2026.

BC Municipal Taxation 2025 Comparisons

Council received the 'BC Municipal Taxation 2024 Comparison' report, which provided comparisons for like sized municipalities to support the City's financial planning process.

Economic Resiliency Report | Diversifying the Economy

Council approved the proposed prioritization of economic sector diversification efforts for the 2026 budget year (in no particular order):

1. Business plans for the development of City-owned properties and, possibly, a more direct role in leasing of those properties
2. Participation in the Ship Recycling Leadership Group with follow up as needed
3. Participation in the Forest Industry Coalition with follow up as needed
4. Reviewing/implementing the creative arts & circular economy blueprint recommendations
5. Supporting bio-innovation hub business case recommendations that get made
6. Attraction of remote workers
7. Supporting recommendations from the Economic Development Master Plan and (Re) Branding work
8. Participation in the bi-annual Medical Staff Association's Healthcare Summits which have the goal of attracting more physicians and other health care personnel, offering support as required
9. A business case for an arms-length economic development corporation that would ensure highest and best use of municipally owned assets
10. Support of diversification initiatives being introduced by Tseshaht, Hupacasath and other Nuu-chah-nulth First Nations in Port Alberni
11. Attraction of a post-secondary institute dedicated to bio-innovation or the creative arts
12. Ensuring that new small businesses whose work would diversify the economy are supported

QUESTION PERIOD

Major M. Ramsay, Salvation Army

Inquired about the legislated process for Temporary Use permit approvals.

B. Dullard

Inquired about finalization steps of the Burde St. Surface Upgrades project.

N. Tsai

Inquired about poverty reduction and housing needs addressed by the Neighbourhood Mitigation Strategy.

G. Hughes

Inquired about declarations of conflict of interest by Council members.

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, November 5th

7:00 p.m. | Heritage Commission
Alberni Valley Museum

Monday, November 10th

2:00 pm | Regular Council
Council Chambers

Monday, November 17th

6:00 pm | Committee of the Whole
Council Chambers