



AGENDA - REGULAR MEETING OF COUNCIL
Monday, November 10, 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

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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 October 27, 2025 be adopted as presented.*

C. DELEGATIONS

1. **Introduction | Director of Parks, Recreation & Culture and Manager of Recreation Services**
Chief Administrative Officer to introduce the City's Director of Parks, Recreation & Culture, Louizandre Dauphin, and the Manager of Recreation Services, Zoe Battie.

D. UNFINISHED BUSINESS

Includes items carried forward from previous Council meetings.

1. **Master Planning Public Engagement - Page 13**
Report dated November 3, 2025 from the Manager of Engineering providing Council with an overview of the Master Planning public engagement efforts scheduled for November and December.

THAT Council receive the report 'Master Planning Public Engagement' dated November 3, 2025, as information.

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 Report | RCMP - Page 21**

Quarterly report from the RCMP providing a summary of activities from July through to September 2025.

THAT Council receive the Q3 Quarterly Report from the RCMP for the period July 1 – September 30, 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. **OCP and Zoning Bylaw Amendments | 3027 2nd Avenue - Page 36**

Report dated November 3, 2025 from the Director of Development Services/Deputy CAO requesting Council consideration of two readings of the proposed bylaws.

- a. *THAT “Official Community Plan Amendment (3027 2nd Avenue), Bylaw No. 5136” be now introduced and read a first time.*
- b. *THAT “Zoning Amendment (3027 2nd Avenue), Bylaw No. 5137” be now introduced and read a first time.*
- c. *THAT “Official Community Plan Amendment (3027 2nd Avenue), Bylaw No. 5136” be read a second time.*
- d. *THAT “Zoning Amendment (3027 2nd Avenue), Bylaw No. 5137” be read a second time.*
- e. *THAT amending Bylaws No. 5136 and No. 5137 be advanced to a Public Hearing on Monday, December 1, 2025 at 6:00 pm in the Echo Centre, Cedar Room.*

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. **2026 AGM and Convention | Association of Vancouver Island and Coastal Communities Resolution Notice and Submission Process - Page 102**

Correspondence from AVICC providing information for the 2026 AGM and Convention resolution notice submission process and call for nominations to the Executive Committee.

Council direction requested.

H. PROCLAMATIONS

1. **Ministry of Children and Family Development** - Page 120

Email dated October 31, 2025 requesting that the month of November be proclaimed as 'Adoption and Permanency Awareness Month' in Port Alberni.

THAT Council on behalf of the Ministry of Children and Family Development proclaim the month of November 2025 as 'Adoption and Permanency 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 122

- a. Union of BC Municipalities | Provincial Response to 2024 Resolutions
- b. Ministry of Transportation and Transit | Response to City letter re: Pedestrian-activated safety lights at Johnston Road and Adelaide Street

J. REPORT FROM IN-CAMERA

- 1. That Council release for public consumption execution of a Memorandum of Understanding between the City of Port Alberni and the PA Picklers Association regarding collaboration on the design, construction and maintenance of new pickleball courts at 3245 7th Avenue [Gyro Recreation Park], with no financial commitment, and no guarantees for the group to exclusive land use or management of courts.
- 2. That Council release for public consumption the execution of a lease agreement with H. and J. Welsh for Units 1 & 2 at the Alberni Harbour Quay at a rate of \$4,277.76 per month less a provision in consideration of contributed capital assets up to a value of \$256,666 resulting in a rate of \$2,138.88 per month plus applicable taxes for a term of 10-years with an option to renew for two subsequent five [5]-year terms at fair market value.
- 3. That Council release for public consumption execution of a Licence of Occupation agreement between Jim Pattison Developments and the City of Port Alberni to permit the installation of a concrete pad and BC Transit bus shelter at 3756 10th Avenue, Port Alberni, BC for a ten-year term.

4. That Council release for public consumption the formal request submitted to the Vancouver Island Regional Library Board to develop a revised funding model that:
- Establishes a baseline of uniform services to be provided consistently across all branches;
 - Introduces a customizable service menu enabling municipalities to select additional services tailored to the specific amenities and needs of their local branches;
 - Aligns municipal levies with the actual level of services received, granting municipalities greater fiscal autonomy and operational control in managing library provisions;
 - Engages all member municipalities in the development of this funding model to ensure transparency, fairness, and responsiveness to local priorities and concern.

And further, that Council directed administration to forward this resolution to the VIRL Board and all member municipalities for their consideration, endorsement and support.

K. COUNCIL REPORTS

1. **Council and Regional District Reports - Page 131**
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'.

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 SPECIAL IN-CAMERA MEETING OF COUNCIL
Monday, October 27, 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
A. McGifford, Director of Finance
S. Darling, Director of Corporate Services

The meeting was called to order at 12:02 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, and specifically outlined as follows:

- Section 90 (1)(d)** the security of the property of the municipality;
- 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)(f)** law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;
- 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.

The meeting adjourned at 1:29 p.m.

CERTIFIED CORRECT

Mayor

Corporate Officer

MINUTES OF THE REGULAR MEETING OF COUNCIL
Monday, October 27, 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. Darling, Director of Corporate Services
S. Smith, Director of Development Services, Deputy CAO
A. McGifford, Director of Finance
J. Macdonald, Director of Infrastructure
M.C. Massicotte, Manager of Community Safety and Social Development
S. Perry, Manager of Culture
R. Kraneveldt, Manager of Facilities
C. Wright, Manager of Operations
K. Motiuk, Deputy Director of Corporate Services (Recording Secretary)
P. Datta, PC Support & LAN Tech

Gallery: 28

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 as circulated.

CARRIED

B. ADOPTION OF MINUTES

MOVED AND SECONDED, THAT the Minutes of the Special and Regular meetings of Council on October 14, 2025 be adopted as presented.

CARRIED

C. DELEGATIONS

D. UNFINISHED BUSINESS

E. STAFF REPORTS

1. Quarterly Departmental Reports

MOVED AND SECONDED, THAT Council receive the Q3 Quarterly Reports from the Economic Development, Finance, Infrastructure Services, and Parks, Recreation and Culture departments for the period July 1 – September 30, 2025 as information.

CARRIED | Res. No. 25-396

2. **Quarterly Report | Nuisance Abatement Working Group**
MOVED AND SECONDED, THAT Council receive the Q3 Quarterly Report from the Nuisance Abatement Working Group for the period July 1 – September 30, 2025 as information.
CARRIED | Res. No. 25-397

F. BYLAWS

1. **2026-2030 Financial Plan Bylaw No. 5138**
MOVED AND SECONDED, THAT "City of Port Alberni 2026 - 2030 Financial Plan Bylaw No. 5138" be now introduced and read a first time.
CARRIED | Res. No. 25-398

Councillor Verbrugge left the meeting at 3:04 p.m.

2. **OCP and Zoning Bylaw Amendments | 15th Avenue and Montrose Street**
MOVED AND SECONDED, THAT "Official Community Plan Amendment (15th Avenue at Montrose Street) Bylaw No. 5110" be now introduced and read a first time.
CARRIED | Res. No. 25-399

MOVED AND SECONDED, THAT "Zoning Amendment (15th Avenue at Montrose Street) Bylaw No. 5111" be now introduced and read a first time.
CARRIED | Res. No. 25-400

MOVED AND SECONDED, THAT "Official Community Plan Amendment (15th Avenue at Montrose Street) Bylaw No. 5110" be read a second time.
CARRIED | Res. No. 25-401

MOVED AND SECONDED, THAT "Zoning Amendment (15th Avenue at Montrose Street) Bylaw No. 5111" be read a second time.
CARRIED | Res. No. 25-402

MOVED AND SECONDED, THAT amending Bylaws No. 5110 and 5111 be advanced to a Public Hearing on Monday, November 24, 2025 at 6:00 pm in City Hall, Council Chambers.
CARRIED | Res. No. 25-403
3. **Zoning Bylaw Amendment | 5405 Argyle Street**
MOVED AND SECONDED, THAT "Zoning Amendment (5405 Argyle Street) Bylaw No. 5134" be now introduced and read a first time.
CARRIED | Res. No. 25-404

MOVED AND SECONDED, THAT "Zoning Amendment (5405 Argyle Street) Bylaw No. 5134" be read a second time.
CARRIED | Res. No. 25-405

MOVED AND SECONDED, THAT amending Bylaw No. 5134 be advanced to a Public Hearing on November 24, 2025 at 6:00 pm in City Hall, Council Chambers.
CARRIED | Res. No. 25-406

Councillor Dame left the meeting at 3:16 p.m.

4. **Animal Control and Pound Bylaw | Amendment**
MOVED AND SECONDED, THAT “Animal Control and Pound Bylaw No. 5126-1, 2025” be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5126-1.
CARRIED | Res. No. 25-407

G. CORRESPONDENCE FOR ACTION

1. **Vancouver Island Regional Library | 2026 Board Appointments**
MOVED AND SECONDED, THAT pursuant to the Library Act, Council appoints Councillor Patola as the City of Port Alberni’s representative to serve on the Vancouver Island Regional Library Board of Trustees for a term ending December 31, 2026.
CARRIED | Res. No. 25-408
- MOVED AND SECONDED, THAT pursuant to the Library Act, Council appoints Councillor Haggard as the City of Port Alberni’s alternate representative to serve on the Vancouver Island Regional Library Board of Trustees for a term ending December 31, 2026.*
CARRIED | Res. No. 25-409

Councillor Dame returned to the meeting at 3:19 p.m.

H. PROCLAMATIONS

1. **Troy Abromaitis | Indigenous Survivors Day – National Blanket Ceremony Day**
MOVED AND SECONDED, THAT Council proclaim June 30, 2026 as ‘Indigenous Survivors Day – National Blanket Ceremony Day’ in Port Alberni subject to support from the Tseshaht and Hupacasath First Nations.
CARRIED | Res. No. 25-410

I. CORRESPONDENCE FOR INFORMATION

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

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

MOVED AND SECONDED, THAT Council receives the October 27, 2025 correspondence summary as information.

CARRIED | Res. No. 25-411

J. REPORT FROM IN-CAMERA

1. That Council release 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.

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. 25-412

2. Tseshaht First Nation | Somass Hall Grand Opening

MOVED AND SECONDED, THAT Council receive the artwork gifted to Council by Tseshaht First Nation at the Somass Hall Grand Opening.

CARRIED | Res. No. 25-413

3. Port Alberni Friendship Centre | 60th Anniversary

MOVED AND SECONDED, THAT Council receive the First Nations Kingfisher drum gifted to Council at the Port Alberni Friendship Centre 60th Anniversary celebration.

CARRIED | Res. No. 25-414

L. NEW BUSINESS

1. 2026 – 2030 Financial Plan | Operational Amendments

MOVED AND SECONDED, THAT Council amend the "Draft 2026-2030 Financial Plan" as follows:

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

CARRIED | Res. No. 25-415

2. 2026 – 2030 Financial Plan | Corporate Services Operational Budget

MOVED AND SECONDED, THAT Council approve an increase in the "Draft 2026-2030 Financial Plan" as follows:

- i. Increase line 21215 – Legal Fees by \$25,000 for a total of \$50,000 through 2030*
- ii. Increase lines 21211 & 21212 Software Licencing by \$5,000 in 2026 and an additional 5% each subsequent year from 2027 to 2030*

CARRIED | Res. No. 25-416

3. City of Port Alberni Neighbourhood Mitigation Strategy

MOVED AND SECONDED, THAT Council endorse the 'Neighbourhood Mitigation Strategy' dated October 14, 2025.

CARRIED | Res. No. 25-417

MOVED AND SECONDED, THAT Council postpone discussion to December 2025 regarding allocation of \$120,000 from Line 22130 within the "Draft 2026-2030 Financial Plan" to fund the Clean Team program, and direct Administration to pursue grant funding for the Clean Team program.

CARRIED | Res. No. 25-418

MOVED AND SECONDED, THAT Council direct Administration to continue working with the province to participate in the Provincial Encampment & Homelessness Response (Heart & Hearth) pilot program.

CARRIED | Res. No. 25-419

MOVED AND SECONDED, THAT Council direct Administration to seek funding opportunities for the initiatives outlined within the Neighbourhood Mitigation Strategy in collaboration with existing social service agencies that offer similar services.

MOVED AND SECONDED, THAT Council amend the motion to remove “in collaboration with existing social service agencies that offer similar services”.

CARRIED | Res. No. 25-420

Main Motion as Amended

MOVED AND SECONDED, THAT Council direct Administration to seek funding opportunities for the initiatives outlined within the Neighbourhood Mitigation Strategy.

CARRIED | Res. No. 25-421

Councillor Patola left the meeting at 4:15 p.m. declaring a conflict of interest as it relates to his position on the Board of the Canadian Mental Health Association.

MOVED AND SECONDED, THAT \$22,000 be temporarily allocated to continue operation of a Clean Team to the end of December 2025.

CARRIED | Res. No. 25-422

Councillor Patola returned to the meeting at 4:24 p.m.

Councillor Haggard left the meeting at 4:25 p.m.

4. 2026 – 2030 Financial Plan | Fire Department Operational Budget

MOVED AND SECONDED, THAT Council approve the annual addition (with inflation) for the acquisition of Starlink subscriptions for eight mobile units within the “Draft 2026–2030 Financial Plan” as follows:

- i. Increase line 22431 - Communication System - \$8,000.*

CARRIED | Res. No. 25-423

MOVED AND SECONDED, THAT Council allocate funding in 2026 within the “Draft 2026–2030 Financial Plan” for roof venting and skylight improvements to reduce heat stress in apparatus bays as follows:

- i. Increase line 22471 - Fire Building Maintenance - \$11,600.*

CARRIED | Res. No. 25-424

Councillor Haggard returned to the meeting at 4:27 p.m.

MOVED AND SECONDED, THAT Council approve the annual addition (with inflation) for repairs and maintenance of the Tsunami Warning System infrastructure within the “Draft 2026–2030 Financial Plan” as follows:

- i. Increase line 22510 - Emergency Program (Tsunami Warning) - \$8,000.*

CARRIED | Res. No. 25-425

5. **2026 – 2030 Financial Plan | Special Event Funding**
MOVED AND SECONDED, THAT Council amend the “Draft 2026-2030 Financial Plan” to reflect the following:
 - i. *Increase line 27190 – Special Event – Expenses - \$15,000.***CARRIED | Res. No. 25-426**

6. **Transit Bus Shelter and Bench Enhancements**
MOVED AND SECONDED, THAT Council amend “City of Port Alberni 2025-2029 Financial Plan Bylaw No. 5123, 2025” as follows:
 - i. *Add Transit Infrastructure upgrades – 2025 Capital Plan - \$75,000*
 - ii. *Increase – Contribution from BC Transit “Local Only Transit Fund” - \$75,000***CARRIED | Res. No. 25-427**

MOVED AND SECONDED, THAT the Mayor and Corporate Officer be authorized to execute the ‘BC Transit Bus Shelter Program Agreement’ for the improvements to 18 BC Transit Bus Stop locations in Port Alberni.
CARRIED | Res. No. 25-428

7. **Building Permit | Public Property Information Portal**
MOVED AND SECONDED, THAT Council amend the “Draft 2026 – 2030 Financial Plan” to increase line 26129 – Planning Administration by \$53,000 to correct the building permit information on the Property Information Portal.
CARRIED | Res. No. 25-429

8. **Audit Committee | Terms of Reference Review**
MOVED AND SECONDED, THAT Council rescind the Audit Committee and transition financial oversight duties to the broader Council through regular reporting at Committee of the Whole meetings, to take effect in January 2026.
CARRIED | Res. No. 25-430

9. **BC Municipal Taxation 2025 Comparisons**
MOVED AND SECONDED, THAT Council receive the ‘BC Municipal Taxation 2024 Comparison’ report dated October 14, 2024 as information.
CARRIED | Res. No. 25-431

Councillor Dame left the meeting at 4:38 p.m. and returned to the meeting at 4:40 p.m.

10. **Economic Resiliency Report | Diversifying the Economy**
MOVED AND SECONDED, THAT Council approve the proposed prioritization of economic sector diversification efforts for the 2026 budget year as follows:
 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*

CARRIED | Res. No. 25-432

M. QUESTION PERIOD

Major M. Ramsay, Salvation Army

Inquired about the legislated process for Temporary Use Permit approvals.

B. Doulliard

Inquired about finalization steps of the Burde Street 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.

N. ADJOURNMENT

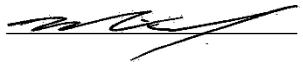
MOVED AND SECONDED, THAT the meeting adjourn at 5:08 p.m.

CARRIED

Mayor

Corporate Officer

Date: November 3, 2025
File No: 6430-06-Master Plans
To: Mayor & Council
From: M. Fox, CAO
Subject: Master Planning Public Engagement

Prepared by: D. ARSENAULT MGR. OF ENGINEERING	Supervisor: J. MACDONALD DIR. OF INFRASTRUCTURE SERVICES	CAO Concurrence:  M. Fox, CAO
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RECOMMENDATION

THAT Council receive the report 'Master Planning Public Engagement' dated November 3, 2025, as information.

PURPOSE

To provide Council with an overview of the Master Planning public engagement efforts scheduled for November-December.

BACKGROUND

City staff, with assistance of our subject area specialists, are actively working on the development of five City Master Plans (MPs):

- Parks, Recreation & Culture (<https://www.letsconnectpa.ca/prcmp>)
- Transportation (<https://www.letsconnectpa.ca/tmp>)
- Stormwater & Combined Sewer Overflows (CSO) (<https://www.letsconnectpa.ca/scso>)
- Wastewater (<https://www.letsconnectpa.ca/wmp>)
- Drinking Water (project web page launch pending soon)

Two of the Master Plan projects (Transportation MP and Parks, Recreation & Culture MP) are beginning their second phase of public engagement this month.

Phase 2 engagement, including public surveys, will allow the two project teams to assess how well the proposed elements of the master plans reflect the community's needs. It will also help us identify important missing elements, or proposed elements that are not supported, as well as gauge the relative priority of proposed initiatives to the community.

Based on the results of engagement, the proposed directions will be revised by the team in Phase 3 of the project. Recommendations will be developed in further detail (including capital plan schedules and budgets), and the Master Plans will be drafted and released for final public review and comment.

It is expected that a number of recommendations may be eliminated, added, or substantially changed as a result of Phase 2 public engagement.

It should also be noted that a few proposed elements of these two master plans are still in development and will not be ready for publication at the November 26th event. Supplemental information is planned to be shared with Council and the public for comment early in the new year. Notably, a road repaving strategy, a truck route strategy, and placemaking strategies are still in development.

Staff most recently provided updates on the Master Plan program at:

- Regular Council Meeting of May 26, 2025 (progress and budget update).
- Regular Council Meeting of July 14, 2025 (Transportation Phase 1 Engagement results).

ALTERNATIVES/OPTIONS

1. *THAT Council receive the report ‘Master Planning Public Engagement’ dated November 3, 2025.*

ANALYSIS

Presentations on Transportation master planning and Parks, Recreation & Culture master planning will be made by the City’s project consultants (Lanarc, Bunt, and Uplift) on November 26, 2025, immediately prior to the 3rd annual *Connect with Your City* Open House, at Echo ’67 Centre. The presentations will be followed by a moderated Q&A session. Attendance will be by online registration, which opened on November 3, 2025. The engagement presentations are being co-promoted with *Connect with Your City* by a variety of methods (see *Communications* below).

City staff and our master plan project consultants will also be on hand during the subsequent open house to engage with the public on all of the master planning efforts in progress.

The presentations and open house displays will also be posted to the City’s engagement website soon after the event.

Parks Recreation & Culture Master Plan

The Parks, Recreation & Culture Master Plan project is approximately 70% complete, and beginning Phase 2 public engagement. On November 26th, there will be a presentation on the draft Master Plan directions developed by the project team (see Figure 1). A draft Vision Statement, proposed overarching Value Statements, and approximately 40 recommendations for consideration will be presented to the public and interest groups for feedback.

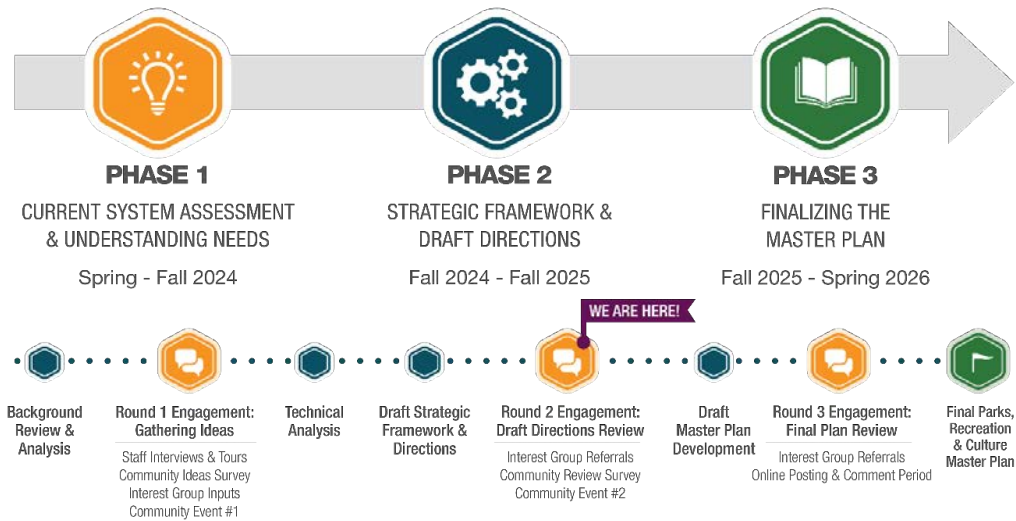


Figure 1: Parks, Recreation and Culture Master Plan project stage.

The proposed Vision Statement, Value Statements, and recommendations for consideration were developed by the project team through consultation with the public, interest groups and staff; as well as through professional analysis of the department's assets, programs and finances.

Figure 2 presents the proposed Value Statements for the Master Plan.



Figure 2: Proposed Vision Statements for the Parks, Recreation & Culture Master Plan

The proposed master plan directions for consideration include:

- Systematically replace, renew, and add play structures and splash parks with a focus on enhancing inclusive play and equitable access across the community.
 - Proposed key actions include installation of new play structures at several neighbourhood parks, including a destination playground suited for inclusive and accessible play at one of several candidate sites.
- Include a waterfront destination park and prioritize cultural amenities and spaces in the Somass Lands redevelopment plan.
- Increase court space to address growing capacity shortage.
 - A new multipurpose indoor court space, by addition to an existing facility or integration with a future new facility (e.g., aquatic centre).
 - Add 4 to 6 new outdoor pickleball courts, in a single location.
 - Develop a new outdoor basketball court.
- Develop a Culture Plan that creates and communicates a shared vision and detailed directions for enhancing cultural services, programming, and amenities.
- Enhance the playing field user experience through changes in booking management, a focus on quality over quantity, and SD70 collaboration.
 - Decommission lowest-grade grass playing fields, and focus resources on maintaining a high-quality standard on a smaller number of fields.
 - Through consultation with field user groups, reform the playing field booking process, to meet demand through more intense and equitable usage (rather than through more field capacity).
 - Pursue opportunities with school boards, First Nations and others to collaborate on shared high quality playing fields, such as a new lit field with synthetic turf.
- Continue to expand on the multiuse pathway network with the goal of completing a fully connected waterfront route, along with key connections to other networks (coordinated with Transportation Master Plan).
 - Identify preferred routes for ultimate network, and make strategic property acquisitions over time to bridge linkage gaps.
 - Plan multiuse pathway routes between Victoria Quay and Westporte/Orange Bridge, and between Harbour Quay and John Douglas Park at Tiipis.
 - Conduct feasibility study for improved pedestrian and active transportation connections:
 - Across Roger Creek to Cherry Creek Rd or Tebo Rd.
 - Across Owatchet Creek (Dry Creek) at or near 10th Ave
 - Pursue federal, provincial and private sector funding opportunities to implement.
- Balance addition of new parkland in select locations while taking measures to reduce operational costs for underutilized or non-core parks and greenspaces.
 - Somass, Seaton, and Paper Mill Dam parks: repurpose sites to revenue-generating uses, or divest, ideally to agencies that will retain them as public spaces.
 - Identify underused or low-importance greenspace properties as candidates for disposition, or for downgrading maintenance levels.
- Strategically grow Port Alberni's urban tree canopy through sustainable approaches that support long-term health and vitality.
 - Prioritize development of a Tree Protection Bylaw.
 - Dedicate an annual budget for planting and irrigating new trees.

- o Revise the City’s road design standards to better accommodate street trees.
- Continue to support ACRD-led planning efforts to transform aquatics to a Regional service.

Through the public survey and other engagement, we will also poll public opinion on long-term alternatives for McLean Mill and the 9th Avenue former arena, considering looming costs of rehabilitation of these structures.

The online public survey to gauge support for the proposed Master Plan directions will be released on the day of the open house, and will be open until the end of the year. In January, the team will compile the survey results and prepare a summary report for submission to council.

Transportation Master Plan

The Transportation Master Plan project is approximately 60% complete, and beginning Phase 2 public engagement, to present draft Master Plan directions developed by the project team. A draft Vision Statement (Figure 3), as well as proposed goals, objectives, policy recommendations will be presented to the public and interest groups for feedback.

Vision

Port Alberni’s transportation system will be safe, connected, and sustainable, making it easier for families, businesses, and visitors to navigate the area. It will support walking, cycling, transit, and driving in balance, while strengthening connections within the City and to the wider region.

Figure 3: Draft Vision Statement for the Transportation Master Plan

The goals, policies and projects that will constitute the Master Plan will be based on four major goals:

1. Ensure that transportation capital projects and operations align with the direction of Port Alberni’s Official Community Plan (OCP).
2. Maintain existing transportation infrastructure.
3. Encourage active transportation and improve connectivity for walking, biking, and rolling.
4. Improve road safety for all users.

Proposed strategic transportation policies include:

- A “Complete Streets” policy for the design of new streets and street rebuilds.
 - o Vibrant and attractive public spaces.

- o Comfort and safety for all transportation modes.
 - o New standard design cross-sections for each class of street.
- A Vision Zero (Safe Systems) policy (see Figure 4), and Traffic Calming strategy to improve safety for everyone.
- Establishment of a Truck Route Bylaw, regulating where and when large commercial vehicles can travel. The bylaw would:
 - o Improve safety.
 - o Reduce congestion.
 - o Reduce road construction and maintenance costs.
 - o Support efficient movement of goods.
 - o Allow the City to maintain a better standard of quality for commercial traffic on fewer designated routes.

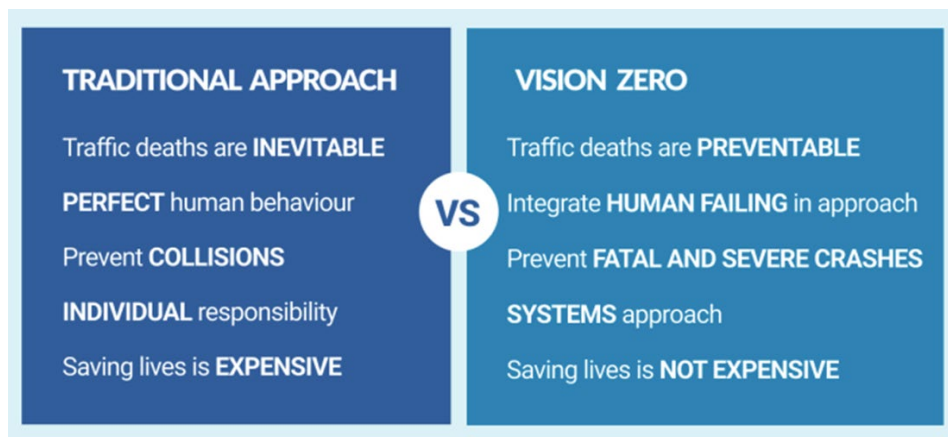


Figure 4: Vision Zero Concept

Proposed capital projects include:

- Safety upgrades at up to eleven high-risk intersections.
 - o Short -term priorities:
 - Gertrude / Roger / Stamp intersection
 - Argyle & 10th, Argyle & Anderson, and Dunbar & 10th
- Continue to expand on the multiuse pathway network with the goal of completing a fully connected waterfront route, along with key connections to other networks (coordinated with Parks, Recreation & Culture Master Plan).
- New sidewalks or multiuse pathways (where absent) in the immediate vicinity of elementary schools and commercial districts, and key collector road segments, for example:
 - o Compton Rd near Tsuma-as School
 - o Argyle and 18th Ave near E.J. Dunn School
 - o Leslie Ave from Johnston Rd to Lathom Rd
 - o Johnston Road near Pacific Rim Shopping Center
- New or improved sidewalk accessibility letdowns in core areas and on key transportation routes.
- Road repaving and rebuilding program for roads in poor condition (proposed program still in development).

Preliminary results of Year 2042 modelled traffic projections (based on the draft *Official Community Plan*) indicate that satisfactory traffic flow can be maintained on City streets without any motor vehicle capacity upgrades (for example additional lanes or new bypass roads).

Additional master plan recommendations on other components of Phase 2 (primarily the truck route strategy and repaving strategy) will be presented to council and the public subsequent to the Connect with Your City event. At that time an online survey is planned, to gauge public opinion on the Transportation Master Plan proposed directions.

Utilities Master Plans

The Drinking Water, Wastewater, and Stormwater & Combined Sewer Overflow (CSO) Master Plans are all being developed in partnership with our project consultant, Koers & Associates.

The Stormwater & CSO Master Plan project, which commenced in 2024, is approximately 70% complete. The project has been paused temporarily, to allow the Wastewater Master Plan project to “catch up”, so that policies and recommendations can be coordinated between these two closely linked projects.

The Wastewater Master Plan project, begun in June 2025, is approximately 15% complete. A review of existing conditions has been completed, and Koers has begun work on recommendations for changes to engineering design criteria, policies, and sewer-related by-laws.

The Drinking Water Master Plan is in the early stages, with a review of existing conditions in progress.

Public engagement for the utility master plan projects, at this stage, is limited to providing information about the project, and inviting questions and general input.

IMPLICATIONS

Nil.

COMMUNICATIONS

Staff are taking a broad approach to promotion of the open house, presentations, and public survey, to maximize public participation. Promotional efforts include:

- Posters at City facilities and other public locations
- Radio spots on 93.3 the Peak
- postcard insert in Alberni Valley News
- Ads on Alberni Valley Bulldogs programs
- Ads on Echo '67 Center TVs
- City website postings (<https://www.portalberni.ca/>, <https://www.letsconnectpa.ca/>, <https://playinpa.ca/>)
- Social media posts (Facebook and Instagram)
- Email notifications to project page subscribers, previous project participants, and target interest groups

On the City's <https://www.letsconnectpa.ca/> engagement platform, the Master Planning main project page and the individual project pages have been updated to promote the event. The project page for the Parks, Recreation & Culture Master Plan will again be updated when the public survey is released. The project page for the Wastewater Master Plan has now been launched.

BYLAWS/PLANS/POLICIES

Developing Master Plans aligns with many of the goals of the *2023 – 2027 Corporate Strategic Plan*:

- Be a community that is connected by safe, walkable, green streets, and accessible multi-modal pathways.
- The City adapts in response to ongoing demographic change and community development.
- The tourism/visitor sector of local economy flourishes.
- The highest and best use is made of City owned assets.
- The City's citizens receive the best value from its service providers.
- City infrastructure is renewed in a sustainable and environmentally conscious manner.
- The community is connected with safe pathways and trails that are multi-modal. Pedestrians and cyclists are safe and feel welcome.

SUMMARY

The Transportation Master Plan and Parks, Recreation & Culture Master Plan projects are approximately 60% complete and 70% complete, respectively, and are entering into the second phase of public engagement. Presentations for these two Master Plans will be made by the City's project consultants on November 26, 2025, immediately prior to the 3rd annual *Connect with Your City* Open House, at Echo '67 Centre. The project teams will present draft Vision Statements, proposed overarching value statements and goals, and a variety of recommended directions for consideration, including policies, by-law changes and capital programs.

An online public survey to gauge support for the proposed Parks, Recreation & Culture Master Plan directions will be released on the day of the open house, and will be open until the end of the year.

Additional master plan recommendations on other components of Phase 2 of the Transportation Master Plan (primarily the truck route strategy and repaving strategy) will be presented to council and the public subsequent to the Connect with Your City event. At that time an online survey is planned, to gauge public opinion on the Transportation Master Plan proposed directions.

After the surveys are closed, the team will compile the survey results and results of other engagement efforts, and prepare a summary report for submission to Council.

ATTACHMENTS/REFERENCE MATERIALS

Nil.

July to September 2025

3rd Quarter Policing Report



Port Alberni RCMP

Prepared by Insp K.M.M. BRUCE



Royal Canadian
Mounted Police

Gendarmerie royale
du Canada

REGULAR COUNCIL AGENDA - NOVEMBER 10, 2025

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Royal Canadian
Mounted Police

Gendarmerie
du Canada

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Canada

Third Quarter 2025

- **Operations – general overview**
 - **Proactive Enforcement**
- **Operations by Area**
- **Crime Rate**
- **Forensic Identification Section**
- **Crown Submissions**



Operations

Port Alberni RCMP – Calls for Service by Year (all areas)		
2021	13639	% Change
2022	13356	-2.11
2023	13982	+4.48
2024	13281	-5.21
2025	Pace = (approx. 14020)	**739 CFS diff from 2024

Port Alberni – Calls for Service by Quarter (all areas)				
2024	Q1	Q2	Q3	Q4
	2863	3386 (+18.27%)	3801 (+12.26%)	3231 (-15%)
2025	Q1	Q2	Q3	Q4
	2965	3543	4061	(3451)
% Difference	+3.45%	+20.30%	+14.6%	



Curfew Checks

Port Alberni – Curfew Checks (all areas)					
2024	Q1	Q2	Q3	Q4	Totals
	310	154	104	418	986
2025	Q1	Q2	Q3	Q4	
	453	307	283		



Traffic Enforcement

Port Alberni – Traffic Enforcement (all areas)					
2024	Q1	Q2	Q3	Q4	Totals
	322	206	205	232	965
2025	Q1	Q2	Q3	Q4	
	181	259	226		

Enforcement	Violation Tickets	Warnings
Seatbelt	1	
Intersection	17	7
Speeding	39	54
Electronic Device	1	
Fail to Stop (Bus)		
No Insurance	14	5
No D/L	6	2
Other	53	27

COLLISIONS	Municipal	Rural
Fatalities		
Injury MVIs	13	17
Property Damage Over \$10,000 & Hit and Run	8	9
Property Damage Under \$10,000 & Hit and Run	13	22



City of Port Alberni

*** 2025 First Quarter Statistics				Total calls – third quarter in 2024 = 3077		
				Total calls – third quarter in 2025 = 3271		
Activity Type	July 2024	July 2025	August 2024	August 2025	September 2024	September 2025
Total Files	1029	1071	1055	1136	993	1064
Robbery	1	3	2	3	-	1
Assault	24	42	42	51	50	39
Domestic violence	34	29	44	45	50	24
Sex Offences	7	14	7	10	9	8
B&E – all types	13	9	13	12	13	5
Theft of Vehicle	2	3	2	2	3	1
Theft from Vehicle	12	10	17	11	14	12
Theft Over \$5K	1	4	2	2	-	-
Theft Under \$5K	34	40	45	52	44	37
Shoplifting	7	19	12	14	10	18
Drug Offences	5	4	2	5	1	4
Liquor Offences	17	27	32	16	24	19
Impaired Driving CC	12	10	12	12	9	22
IRP – 3,7, 30, 90	9	9	5	12	8	14
Mental Health						



Alberni-Clayoquot Regional District (ACRD)

*** 2025 First Quarter Statistics				Total calls - third quarter in 2024 = 483		
				Total calls – third quarter in 2025 = 543		
Activity Type	July 2024	July 2025	August 2024	August 2025	September 2024	September 2025
Total Files	175	205	153	193	155	145
Robbery	-	-	-	-	-	-
Assault	7	3	3	4	5	4
Domestic violence	9	5	5	8	6	5
Sex Offences	-	-	2	2	2	-
B&E – all types	-	-	-	1	1	-
Theft of Vehicle	2	3	-	1	3	-
Theft from Vehicle	1	-	-	1	-	-
Theft Over \$5K	-	1	1	1	1	-
Theft Under \$5K	4	3	-	4	3	4
Shoplifting	-	-	-	-	-	-
Drug Offences	-	-	-	-	2	-
Liquor Offences	1	1	-	1	-	-
Impaired Driving CC	1	5	-	2	5	1
IRP – 3,7, 30, 90	1	1	2	-	2	-



First Nations Communities: *Tseshaht, Hupacasath, Huu-ay-aht, Uchucklesaht*

*** 2025 First Quarter Statistics				Total calls - third quarter in 2024 = 92		
				Total calls – third quarter in 2025 = 104		
Activity Type	July 2024	July 2025	August 2024	August 2025	September 2024	September 2025
Total Files	34	37	33	35	25	32
Robbery	-	-	-	-	-	-
Assault	1	2	1	3	2	4
Domestic violence	4	1	3	2	1	1
Sex Offences	-	1	-	-	-	-
B&E – all types	-	2	-	-	-	-
Theft of Vehicle	-	-	-	-	-	2
Theft from Vehicle	-	-	-	-	-	-
Theft Over \$5K	-	1	-	-	-	-
Theft Under \$5K	1	2	2	1	-	-
Shoplifting	-	-	-	-	-	-
Drug Offences	-	-	-	-	-	-
Liquor Offences	-	-	-	-	-	2
Impaired Driving CC	-	-	-	-	1	1
IRP – 3,7, 30, 90	-	-	-	-	1	1



Mental Health Related

Annual Totals	2021	2022	2023	2024	2025
Municipal	943	741	915	675	649 (Q3)
Provincial	106	94	108	82	65 (Q3)
FN Comms	19	16	24	11	16 (Q3)

Q3	2021	2022	2023	2024	2025
July	82 / 16	68 / 11	123 / 21	71 / 7	86 / 20
August	93 / 11	82 / 17	89 / 22	70 / 8	84 / 20
September	90 / 9	82 / 15	69 / 17	58 / 15	88 / 24



Port Alberni Crime Rate

10 Year Crime Rate (# of Criminal Code Offences per 1000 Persons)										
	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
City of Port Alberni	110.4	117.3	124.4	114.0	140.2	172.6	165.2	161.2	169.9	179
Rural Area	29.4	37.2	43.2	37.6	42.8	49.4	45.2	50.3	54.0	47

The **2023 average provincial** crime rate was **65** reported crimes per 1,000 population and the **average crime rate for BC Municipal RCMP policing jurisdictions** over 15,000 population was **85** reported crimes per 1,000 population. **Port Alberni City's crime rate was 179 and the Provincial area's crime rate was 47.**

Statscan Crime Severity Data for 2024 shows a notable decrease for Port Alberni at -20.03. This is comparable with several other nearby/ adjoining municipal police service areas for 2024. For example:

- Ladysmith -24.96
- Comox – 19.33
- Parksville – 17.89
- Nanaimo – 16.04



Forensic Identification Section - 2025

Crime Type	Port Alberni (Muni)	Port Alberni (Prov)	Oceanside (Muni)	Oceanside (Prov)	Tofino/Ucluelet	Qualicum Beach (Muni)
Arson	2	-	-	-	-	-
Assault	2	-	1	-	-	-
Aggravated Assault	-	-	-	-	-	-
Break and Enter	5	1	1	2	-	-
Coroners Act	2	1	1	-	-	-
Counterfeit	-	-	-	-	-	-
Drug Cases	-	-	-	-	-	-
Firearms Offences	1	-	1	-	-	-
Fraud Offences	-	-	-	-	-	-
Have Stolen Goods	-	-	-	-	-	-
Home Invasion	-	-	-	-	-	-
Homicide	1	-	-	-	-	-
Homicide (Attempted)	-	-	-	-	-	-
Impaired	-	1	-	-	-	-
Kidnapping	-	-	-	-	-	-
Mischief	2	-	2	-	-	-
Other Crime	1	-	-	-	-	-
Robbery	-	-	-	1	-	-
Sex Crimes	-	-	-	-	-	-
Sexual Assault	1	-	-	-	-	-
Stolen Auto	2	1	5	1	-	1
Theft From MV	-	-	-	-	-	-
Theft Over	1	-	-	-	-	-
Theft Under	2	-	-	-	-	-
TOTALS	22	4	11	4	-	1



Port Alberni FIS – Stat Totals

Period	Port Alberni (Muni)	Port Alberni (Prov)	Oceanside (Muni)	Oceanside (Prov)	Tofino/Ucluelet	Qualicum Beach (Muni)
2024 Total	96	14	24	15	7	3
Q1	27	5	5	5	2	1
Q2	28	3	4	4	2	0
Q3	21	4	6	2	3	0
Q4	20	2	9	4	0	2
2025 Total	53	12	32	12	2	5
Q1	16	4	9	6	2	1
Q2	15	4	12	2	0	3
Q3	22	4	11	4	0	1



Crown Submissions

Port Alberni (Municipal & Provincial)			
Q3	2025	2024	2023
July	64	70	95
August	79	71	96
September	66	70	111
Total	209	211	302
Year to Date	702	637	764

2025	
<u>July - Sept</u>	<u>YTD</u>
Port Alberni	702
Nanaimo	975
Comox	588
Duncan	324
Campbell River	501

2024	
<u>July - Sept</u>	<u>YTD</u>
Port Alberni	637
Nanaimo	903
Comox	670
Duncan	398
Campbell River	487

2023	
<u>July - Sept</u>	<u>YTD</u>
Port Alberni	764
Nanaimo	912
Comox	655
Duncan	473
Campbell River	506



Thank-you for your continued support.



Port Alberni RCMP



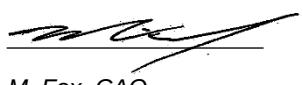
Royal Canadian
Mounted Police

Gendarmerie royale
du Canada

REGULAR COUNCIL AGENDA - NOVEMBER 10, 2025

Canada

Date: November 3, 2025
File No: 3027 2nd Avenue
To: Mayor and Council
From: M. Fox, CAO
Subject: **DEVELOPMENT APPLICATION – OCP and Zoning Bylaw Amendments for Property at 3027 2nd Avenue, Port Alberni**
LOT 1 BLOCK 72 DISTRICT LOT 1 ALBERNI DISTRICT PLAN EPP143827
(PID: 032-512-945)
Applicant: Number Ten Architectural Group dba BC Housing Management Commission

Prepared by: <i>S. Smith</i> Dir. of Development Services/ Deputy CAO	Supervisor: <i>M. Fox</i> Chief Administrative Officer	CAO Concurrence:  M. Fox, CAO
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RECOMMENDATIONS

- THAT "Official Community Plan Amendment (3027 2nd Avenue), Bylaw No. 5136" be now introduced and read a first time.
- THAT "Zoning Amendment (3027 2nd Avenue), Bylaw No. 5137" be now introduced and read a first time.
- THAT "Official Community Plan Amendment (3027 2nd Avenue), Bylaw No. 5136" be read a second time.
- THAT "Zoning Amendment (3027 2nd Avenue), Bylaw No. 5137" be read a second time.
- THAT amending Bylaws No. 5136 and 5137 be advanced to a Public Hearing on Monday, December 1st, 2025 at 6:00 pm in the Echo Centre, Cedar Room.

PURPOSE

To consider OCP and Zoning Bylaw amendments that would enable a new supporting housing development at 3027 2nd Avenue. The amendments add policy support to the OCP, for multi-residential buildings to contain support services. The property would also be rezoned to a unique Comprehensive Development zone. The proposed amendments would enable supportive housing to be built and operated on the property.

BACKGROUND

The property at 3027 2nd Avenue is owned by the City of Port Alberni and is currently vacant. BC Housing is proposing the development of a 6-storey, 55-unit supportive housing project. The development would house vulnerable people who are experiencing homelessness, mental health or substance use challenges. The project would be funded and managed by BC Housing and their operators. Development Services staff reviewed the housing proposal, and drafted OCP and Zoning Bylaw amendments for Council's consideration.

Figure 1 – Subject Property Map



Figure 2 - OCP Land Use Map

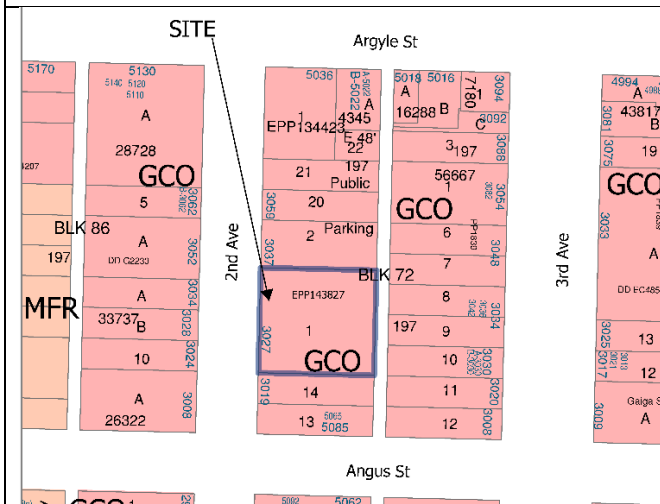
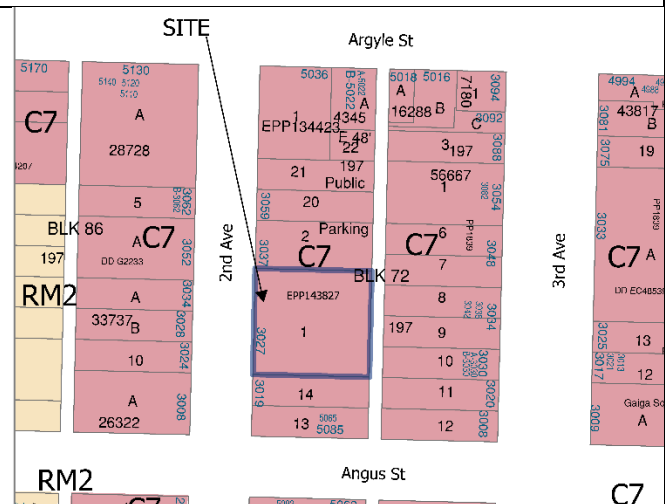


Figure 3 – Zoning Map



ALTERNATIVES/OPTIONS

1. THAT "Official Community Plan Amendment (3027 2nd Avenue), Bylaw No. 5136" be now introduced and read a first time.

THAT "Zoning Amendment (3027 2nd Avenue), Bylaw No. 5137" be now introduced and read a first time.

THAT "Official Community Plan Amendment (3027 2nd Avenue), Bylaw No. 5136" be read a second time.

THAT “Zoning Amendment (3027 2nd Avenue), Bylaw No. 5137” be read a second time.

THAT amending Bylaws No. 5136 and 5137 be advanced to a Public Hearing on Monday, December 1st, 2025 at 6:00 pm in the Echo Centre, Cedar Room.

2. *Council may decline to give first reading to the amending bylaws.*
3. *Council may provide alternative direction to staff.*

Administration recommends Option 1.

ANALYSIS

The proposed amendments would update the City’s bylaws to achieve the following:

- Change the OCP land use designation of 3027 2nd Avenue from ‘General Commercial’ to ‘Multi Family Residential’.
- Add a text amendment to allow supportive housing in the multi-residential land use where specified by site-specific zoning.
- Add 3027 2nd Avenue to Development Permit Area No.1 Multi Family Residential in the OCP.
- Add a new Comprehensive Development zone (CD7) for 3027 2nd Avenue to the Zoning Bylaw.
- Change the classification of 3027 2nd Avenue to the new CD7 zone on the Zoning Bylaw map.

Proposed Development

The proposed BC Housing project is a 6-storey supportive housing project. The building would consist of 55 studio units, with 8 units being accessible and 47 unit being adaptable. The building also includes a full commercial kitchen, large dining room, lounge, library, counselling room, staff rooms, bike storage and laundry facilities. The development plans from the architect are attached for additional information.

Supportive housing provides a home with access to on-site supports to help residents maintain housing stability. Information from BC Housing “Community Benefits of Supportive Housing” is attached for more detailed information on supportive housing projects.

The most recent Homeless Count for Port Alberni was completed on April 30, 2025 with 180 people experiencing homelessness in Port Alberni. More detailed information on Port Alberni’s homeless count from the Homelessness Services Association of BC is attached for information.

Figure 4 – Proposed Development at 3027 2nd Avenue



Official Community Plan Amendment

When considering re-designation of areas to Multi-Family Residential (MFR), the City shall consider the following criteria:

- Should be within walking distance (approximately 800 metres) of commercial, recreational, public/institutional nodes, or community scale parks;
- Should be located on or in proximity to major collectors or arterial roads in order to reduce traffic impacts on local roads;
- An adequate transition between lower density housing and compatibility with adjacent land uses must be provided.

The location meets the OCP criteria (4.4.3) for the re-designation of land to MFR.

- The property is within 800 m of a commercial node (Uptown Core Business District). The site is a good location for residents to access daily needs within walking distance of the development.
- The property is located one block of arterial roads (Argyle Street and 3rd Avenue).
- The proposed 6 storeys would be the tallest structure in the immediate area and will have impact some on existing lower structures. The area is zoned C7 which allows for a building height of 16 m and other

taller buildings are anticipated to be constructed over time. The project provides landscape areas on both the north and south property lines to buffer and improve the transition to adjacent properties.

Specifically, the OCP text amendment would allow supportive housing in the multi-residential land use where specified by site-specific zoning. This policy would support Council in approving supportive housing projects on a broader range of properties in Port Alberni through a rezoning process. Proposed changes to *OCP Section D: Plan Policies* are summarized in Table 2.

Table 2 - Proposed OCP Text Amendments to Section D: Plan Policies	
OCP Section	Proposed Text Amendment
Section D: Plan Policies 4.0 Residential, Multi-family Housing	Add - "Supportive housing can be permitted within the Multi-Family Residential for specialty housing that address community housing needs. Such housing may include congregate care with integrated support services in the MFR land use designation through site-specific zoning."
4.3 Multi-Family Residential (MFR)	Add - "6. To enable supportive housing, including congregate care, to be located in the Multi-Family Residential (MFR) land use designation through site-specific zoning." Delete - "2. (except congregate care which should be located within the Institutional designation)".

Zoning Bylaw Text and Map Amendment

An amendment to the Zoning Bylaw is required to create a new CD7 Comprehensive Development zone, and to re-classify the property on the Zoning Bylaw map. The new CD7 zone is specific for the supportive housing development proposed for 3027 2nd Avenue.

The proposed CD7 zone Site Development Regulations are similar to the adjacent C7 Core Business zone. The CD7 zone has a lower maximum lot coverage and floor area ratio and minor setback differences. The CD7 zone allows for a greater height of 17.5 metres compared to 16 metres in the C7 zone.

The parking standard for residential in the C7 zone is 0.5 parking spaces per dwelling unit. The proposed parking requirement for this supportive housing project in the CD7 is 0.25 parking spaces per dwelling unit. The tenants of this facility are very unlikely to own a vehicle and the proposed 14 parking spaces will be adequate for staff and any visitors. The site on 2nd Avenue is very walkable, close to public transit and cycling networks. The project includes a bicycle storage area within the building.

The proposed Useable Open Space is less than what a multi-family residential building would be required to provide under the medium or high density MFH requirements in the Zoning Bylaw. The focus of the project was to maximum the number of supportive units and this reduced the potential open space. The open space provided is raised above street level and enclosed is on all sides. The location makes for greater privacy and allows for staff to supervise any outdoor activity.

The full CD7 zone description is in the attached amending Bylaw No. 5137.

Transportation Impact Assessment

The City required the applicant submit a Transportation Impact Assessment (TIA) from a professional engineer. The TIA noted the following:

- The neighborhood road network can accommodate traffic created by the proposed housing development.
- Due to the constrained site, commercial vehicles cannot turn around and must exit by reversing onto 2nd Avenue with limited site lines. Safety measures will need to be put in place as part of the building design.

Inter-agency Referrals

Referrals were sent to City departments and external agencies for comment on the proposed development. The follow is a summary of responses that were received.

Port Alberni Fire Department	10/3/2025	Fire Department has concerns about the three hydrants used for the fire flow calculations. It would appear problematic to have to lay three separate supply lines in through one access way. Have questions about adding another hydrant, and access to the rear of the building for firefighting apparatus (Tower 3).
RCMP	10/9/2025	This housing is intended to support and provide “permanent housing for vulnerable individuals, particularly those experiencing homelessness and mental health or substance use challenges”. Other BC Housing facilities that already exist in Port Alberni are for individuals of varying acuity with this project being intended for those of lowest acuity. RCMP are enduringly supportive of every effort to aid vulnerable individuals but as regards to this proposal, concern does exist not just for police but for all first responder agency groups. Additionally, the facility may serve individuals from outside the community. With this facility’s proposed proximity to an area already evincing these same challenges that draw first response with regularity. It is anticipated that co-locating this facility may amplify existing challenges that would equate to increased call for services, increase officer safety concerns, increased risk to public safety generally and further entrenchment for continued substance abuse in this area. Though an alternate location may be more tenable, increased resources and specifically, more police officers, would be required to meet the added pressures associated to this endeavor.
Island Health (VIHA)	10/10/2025	Island Health acknowledges the need for culturally safe and accessible housing to support individuals experiencing homelessness and substance use challenges. Island Health is supportive of the new development application.

IMPLICATIONS

The proposed OCP and Zoning amendments would re-designate the property at 3027 2nd Avenue to Multi-Family Residential in the OCP and would create a new Comprehensive Development zone to enable the development of a 55-unit supportive housing project. If adopted by Council, the new CD7 zone would only apply to this property.

COMMUNICATIONS

OCP Amendment Pre-Engagement

In accordance with *Section 475* of the *Local Government Act* (LGA), BC Housing provided additional opportunity for residents to receive information and provide input:

- Neighbour letter, introducing the proposed supportive housing project.
- Email to interested parties.
- First Nations Engagement.
- BC Housing dedicated project webpage.
- Public Information Open House.

Notices were mailed to owners and occupants within 200 metres of 3027 2nd Avenue, with information on the supportive housing project, and an invitation to a public information meeting. The meeting was held on April 1, 2025 at the Best Western Barclay Hotel. BC Housing and City staff attended the meeting, and BC Housing collected written and verbal feedback that included:

- Support for additional affordable housing.
- Concern for scale/density of proposed development.
- Concern regarding the location for the project.
- Concern regarding crime and drug use.

A detailed Engagement Summary Report from BC Housing and the Community Open House written comments are attached to this report.

Public Hearing

A Public Hearing is required because the application includes an OCP Bylaw amendment. If Council directs the application to a Public Hearing, staff will proceed with the required statutory notices.

BYLAWS/PLANS/POLICIES

Official Community Plan Bylaw No. 4602

The proposed amendment would do the following:

- a. Add text to *Section D: Plan Policies, 4.3 Multi-Family Residential (MFR)* to enable supportive housing, including congregate care, to be located in the MFR land use designation through site-specific zoning.
- b. Change the land use designation of the property from General Commercial (GCO) to Multi-Family Residential (MFR).
- c. Add the property to *Development Permit Area No.1 Multi-Family Residential*.

Zoning Bylaw No. 5105

The proposed amendment would do the following:

- a. Add text to *Section 5: Establishment of Zones* to create CD7 Comprehensive Development as a new zone.
- b. Change the Zoning Bylaw map to rezone 3027 2nd Avenue from *C7 Core Business* to *CD7 Comprehensive Development*.

2023-2027 Corporate Strategic Plan

Council strategic priorities, including No. 5 Fostering a Complete Community:

- 5.2 Safe and accessible housing options exist for all members of the community.

2024 Interim Housing Needs Report

The City's [2024 Interim Housing Needs Report](#) and [data inventory](#) identifies a need for housing that would be provided by this project. Housing targets for the next 5 years are as follows:

- 101 dwelling units needed for households of a “person experiencing homelessness”.
- 176 deep subsidy & supportive rental units.
- The report assumes that all persons experiencing homelessness require Deep Subsidy + Supportive Rental units.

SUMMARY

The property at 3027 2nd Avenue is owned by the City of Port Alberni and is currently vacant. BC Housing is proposing the development of a 6-storey, 55-unit supportive housing project. The development would house vulnerable people who are experiencing homelessness, mental health or substance use challenges. The project would be funded and managed by BC Housing and their operators. The most recent Homeless Count for Port Alberni was completed on April 30, 2025 with 180 people experiencing homelessness in Port Alberni.

Staff recommend that Official Community Plan Amendment (3027 2nd Avenue), Bylaw No. 5136 and Zoning Amendment (3027 2nd Avenue), Bylaw No. 5137 be given first and second reading, and that Council advance the application to a Public Hearing.

ATTACHMENTS/REFERENCE MATERIALS

1. *Development Plans from the Architect.*
2. BC Housing “Community Benefits of Supportive Housing”
3. *Port Alberni – 2025 Homeless Count.*
4. *OCP Amendment Pre-Engagement – BC Housing Engagement Summary Report dated May 2025.*
5. *OCP Amendment Pre-Engagement – Community Open House Comments*
6. *Official Community Plan Amendment (3027 2nd Avenue), Bylaw No. 5136*
7. *Zoning Amendment (3027 2nd Avenue), Bylaw No. 5137*

PORT ALBERNI SUPPORTIVE HOUSING REZONING APPLICATION ~ RESUBMISSION

November 3rd 2025



Project Team

Client & Operator	Structural Engineer	Civil Engineer	Energy Model
BC Housing	RJC Engineering	Gwaii Engineering	RJC Engineering
Contact: Elsahe Fourie	Contact: Caleb Goertz	Contact: Corey Brown	Contact: Mohammad Fakoor
Email: efourie@bchousing.org	Email: CGoertz@rjc.ca	Email: cbrown@gwaiieng.com	Email: MFakoor@rjc.ca
Phone: 236-997-0379	Phone: 778-746-1114	Phone: 250-886-0049	Phone: 778-357-0593
Project Manager:	Mechanical Engineer	Landscape Architect	Building Envelope
Colliers Project Leaders	Avalon Mechanical	LADR Landscape Architects	RJC Engineering
Contact: Dave Roy	Contact: Kevin Jackson	Contact: Chris Wndjack	Contact: Sameer Hasham
Email: Dave.Roy@colliersprojectleaders.com	Email: kjackson@avalonmechanical.com	Email: cwindjack@ladra.ca	Email: SHasham@rjc.ca
Phone: 236-878-5799	Phone: 250-940-2976	Phone: 250-598-0105	Phone:250-386-7794
Architect & Prime Consultant	Electrical Engineering	Geotechnical Engineer	Commercial Kitchen
NumberTEN Architectural Group	AES Engineering	Onsite Engineering	Steelhead Design
Contact: Rob Halliday	Contact: Gurp Malhi	Contact: Kevin Leopold	Contact: Kevin Frost
Email: rhalliday@numberten.com	Email: Gurp.Malhi@aessengr.com	Email: kleopold@onsite-eng.ca	Email: steelheaddesign@shaw.ca
Phone: 250-360-2106 ext. 5209	Phone: 250-940-3495	Phone: 778-647-5643	Phone: 778-422-3988

Drawing List

Architectural	
A-000	Cover, Drawing List & Project Team
A-001	General Information
A-100a	Site Grading Plan
A-101	Main Floor Plan
A-102	Second Floor Plan
A-103	Third Floor Plan
A-107	Roof Plan
A-200	North & West Elevations
A-201	South & East Elevations
A-800	3D Images
A-801	Solar Shading Study

2025-11-03 UPDATED SUBMISSION LIST OF BUBBLED CHANGES:

1. UPDATED PROJECT INFORMATION TO MATCH UPDATED ZONE WORDING.
2. DEMONSTRATING LOCATION, SIZE & AREA OF USABLE OPEN SPACE PER ZONING BYLAW REQUIREMENTS.
3. PROVIDED HORIZONTAL DIMENSION OF ACCESSIBLE PARKING STALL PER ZONING BYLAW.
4. SHOWING UPDATED PROPERTY SETBACKS TO MATCH UPDATED ZONE WORDING.
5. SHOWING DRIVE AISLE VISIBILITY MITIGATION MEASURES AS NOTED IN THE TRAFFIC IMPACT ASSESSMENT.
6. UPDATED SOLAR STUDY SHOWING FALL EQUINOX CONDITIONS.
7. RENAMED ROOM TO 'BIKE STORAGE' ONLY.

CLIENT

GENERAL NOTES

3	Re-issued for Rezoning	2025-11-03
2	Re-issued for Rezoning	2025-07-25

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ARCHITECTURAL

CONSULTANTS

SEAL	As Noted	SEAL	2025-11-03
SCALE		DATE	

Port Alberni Supportive Housing
3027, 3037 & 3059 2nd Avenue
Port Alberni, BC

Cover, Drawing List & Project Team

SHEET TITLE	SD	CHECKED BY	RH
DRAWN BY			
CLIENT PROJECT NO.	2024522		A-000
NTAG PROJECT NO.		SHEET NO.	

Zoning and Development Data Summary

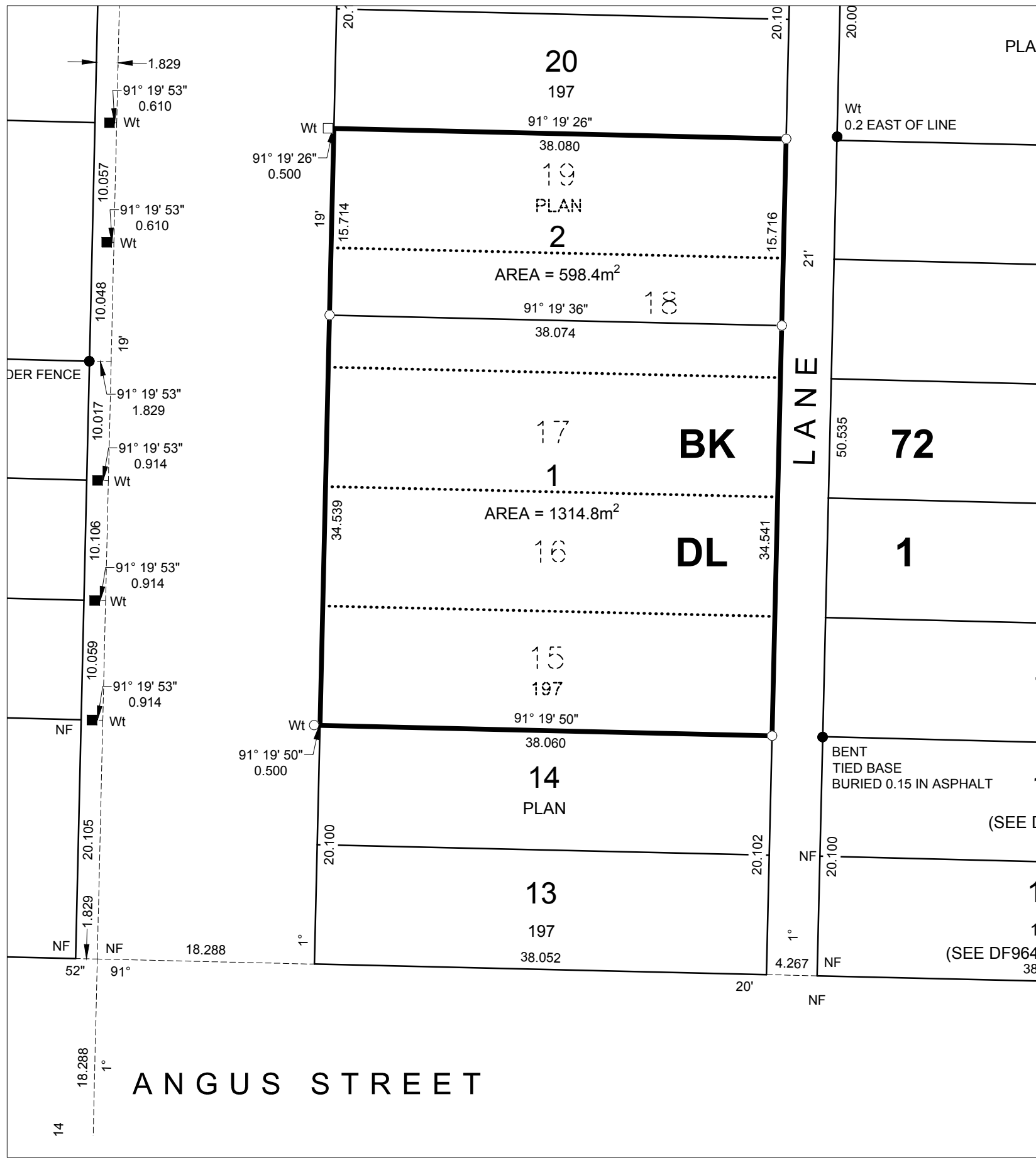
Authority Having Jurisdiction: City of Port Alberni

Property Address 3027, 3037, 3059 2nd Avenue, Port Alberni
Legal Address: LOTS 15, 16 & 17, & PORTION OF LOT 18, BLOCK 72, DISTRICT LOT 1, ALBERNI DISTRICT, PLAN 197

PIDs:
3027 Second Ave, Lot 15 000.039.918
3037 Second Ave, Lot 16 000.039.926
3037 Second Ave, Lot 17 000.031.496
3059 Second Ave, Lot 18 (portion of) 009.277.447

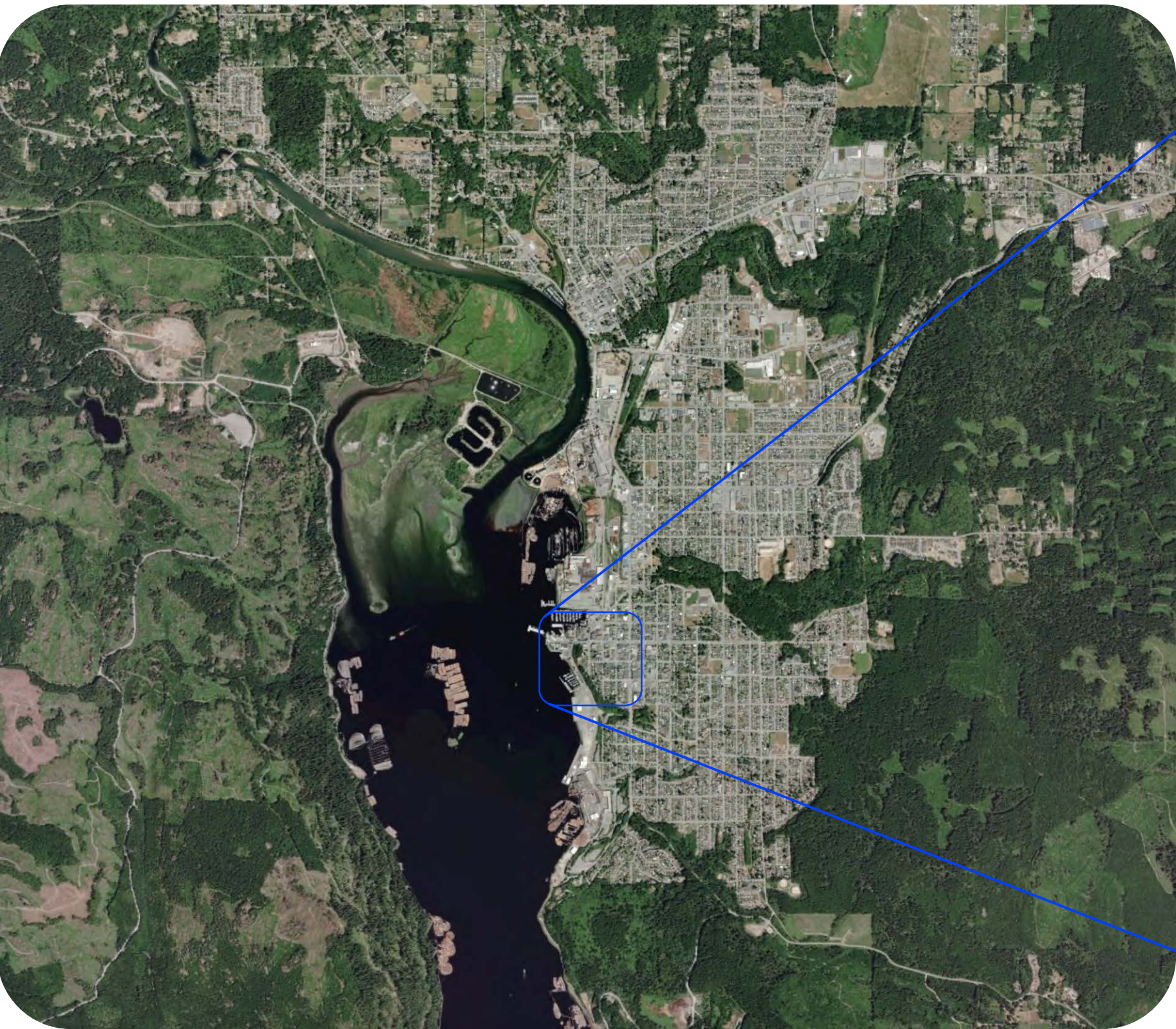
Site Area	Sq.ft	Sq.m	
Total Site Area	14,152 sq.ft	1316.2 sq.m	
Building Area	Sq.ft	Sq.m	# of Studio Units
Main Floor (partially below grade)	4,722 sq.ft	439.2 sq.m	0
Second Floor	6,196 sq.ft	576.3 sq.m	7
Third Floor	6,124 sq.ft	569.5 sq.m	12
Fourth Floor	6,124 sq.ft	569.5 sq.m	12
Fifth Floor	6,124 sq.ft	569.5 sq.m	12
Sixth Floor	6,124 sq.ft	569.5 sq.m	12
Gross Livable Floor Area	35,413 sq.ft	3,293.4 sq.m	55
Gross Residential Floor Area	22,827 sq.ft	2,122.9 sq.m	* 8 Units accessible, 47 units adaptable
Total Service Space Below Grade	2,871 sq.ft	267.0 sq.m	
Building Efficiency (Total Residential/ Total Liveable - Service Below Grade)	0.7		

Zoning	Existing: C-7 Zoning	Proposed:
Proposed Use	Core Business	Supportive Housing
Setbacks	Permitted in C-7 Zoning	Proposed
Front Yard	0 Meters	0 Meters
Side Yard	0 Meters	1.5 Meters
Rear Yard	3 Meters	0 Meters
Lot Coverage & Floor Area Ratio	Permitted in C-7 Zoning	Proposed
Lot Coverage	90%	70%
Floor Area Ratio (Gross Floor Area / Total Site Area)	3:1	2.6: 1
Building Height	Permitted in C-7 Zoning	Proposed
From Average Grade (34.1m geo.) to Top of Parapet	16m (52.5)	17.5m (57' 3")
Off-Street Parking	Required in C-7 Zoning	Proposed
Vehicle	14	14
1 Stall per 4 Tenant Units (based on 'Supportive Housing' requirements in Zoning Bylaw)		
Bike	No Municipal Requirement	25
Indoor & Exterior Bike stalls		
Outdoor Space	No Municipal Requirement	Proposed
Open Space		230 sq.m / 2,475.7 sq.ft
Total Open Space		230 sq.m / 2,475.7 sq.ft



1 Site Survey
Scale: NOT TO SCALE

CITY OF PORT ALBERNI



DOWNTOWN CORE



SITE LOCATION - 2ND AVENUE & ANGUS STREET



3 Re-issued for Reasoning 2025-11-03
2 Re-issued for Reasoning 2025-07-25

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ARCHITECTURAL

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REGISTERED ARCHITECT

ROBERT HENRIKSEN

2025-11-03

REGISTERED ARCHITECT

ROBERT HENRIKSEN

2025-11-03

SCALE As Noted 2025-11-03

Port Alberni Supportive Housing

3027, 3037 & 3059 2nd Avenue
Port Alberni, BC

General Information

SHEET TITLE

SD

RD

DRAWN BY

CLIENT PROJECT NO.

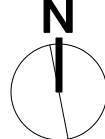
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CHECKED BY

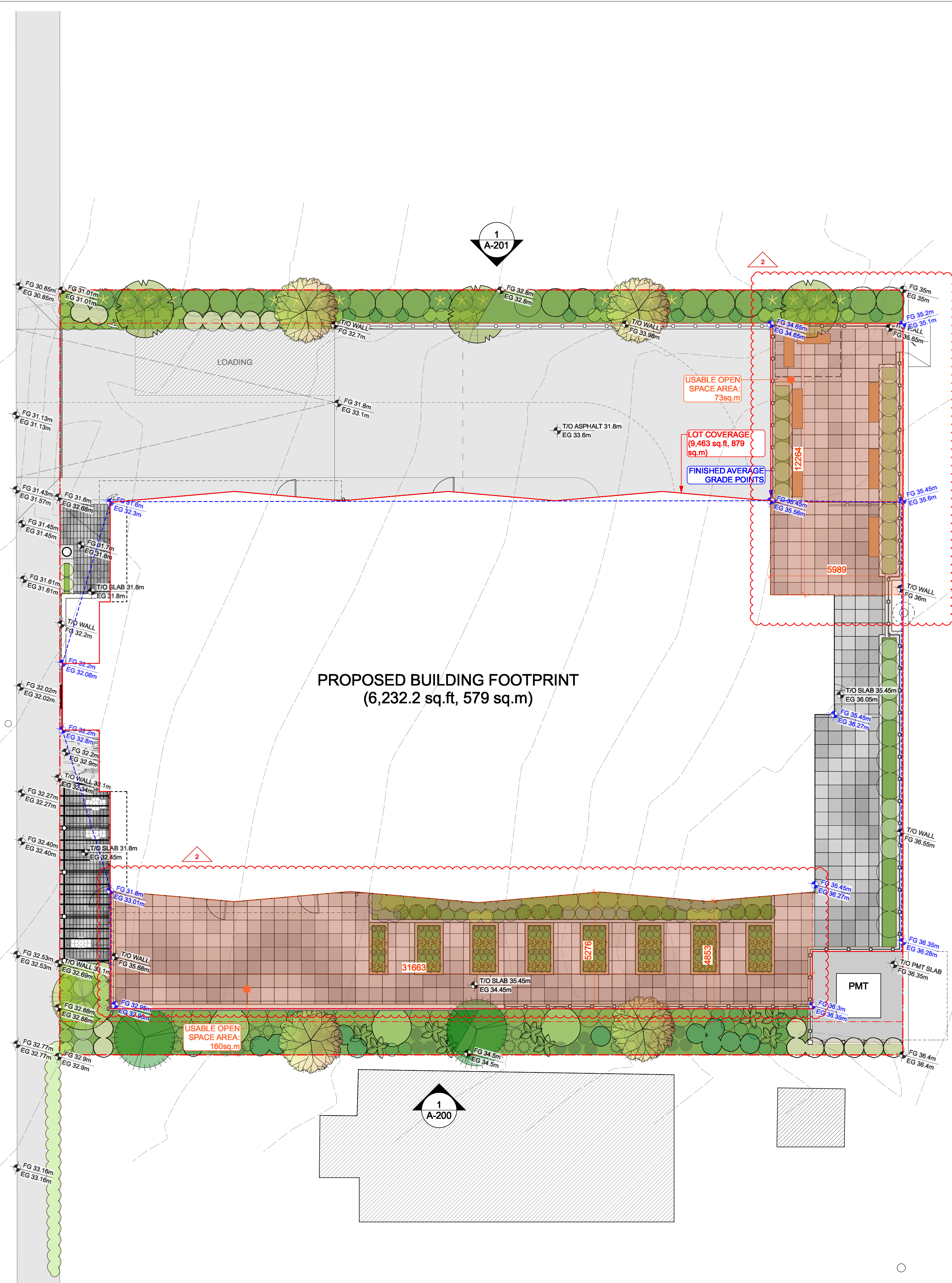
2024522

SHEET NO.

A-001



Average Grade Calculation	
Grade Points:	35.45
	35.45
	31.6
	32.2
	32.2
	31.8
	32.95
	36.3
	36.25
	34.65
	35.2
	35.45
	35.45
Total:	443.9
Average Grade (Geodetic):	443.9 / 13 = 34.1m



CLIENT

GENERAL NOTES

3

Re-issued for Reasoning

2025-11-03

2

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2025-07-25

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REGISTERED ARCHITECT

ROBERT HENDERSON

2025-11-03

As Noted

2025-11-03

Port Alberni Supportive Housing

3027, 3037 & 3059 2nd Avenue

Port Alberni, BC

PROJECT

Site Grading Plan

SHEET TITLE

SD

RH

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CLIENT PROJECT NO.

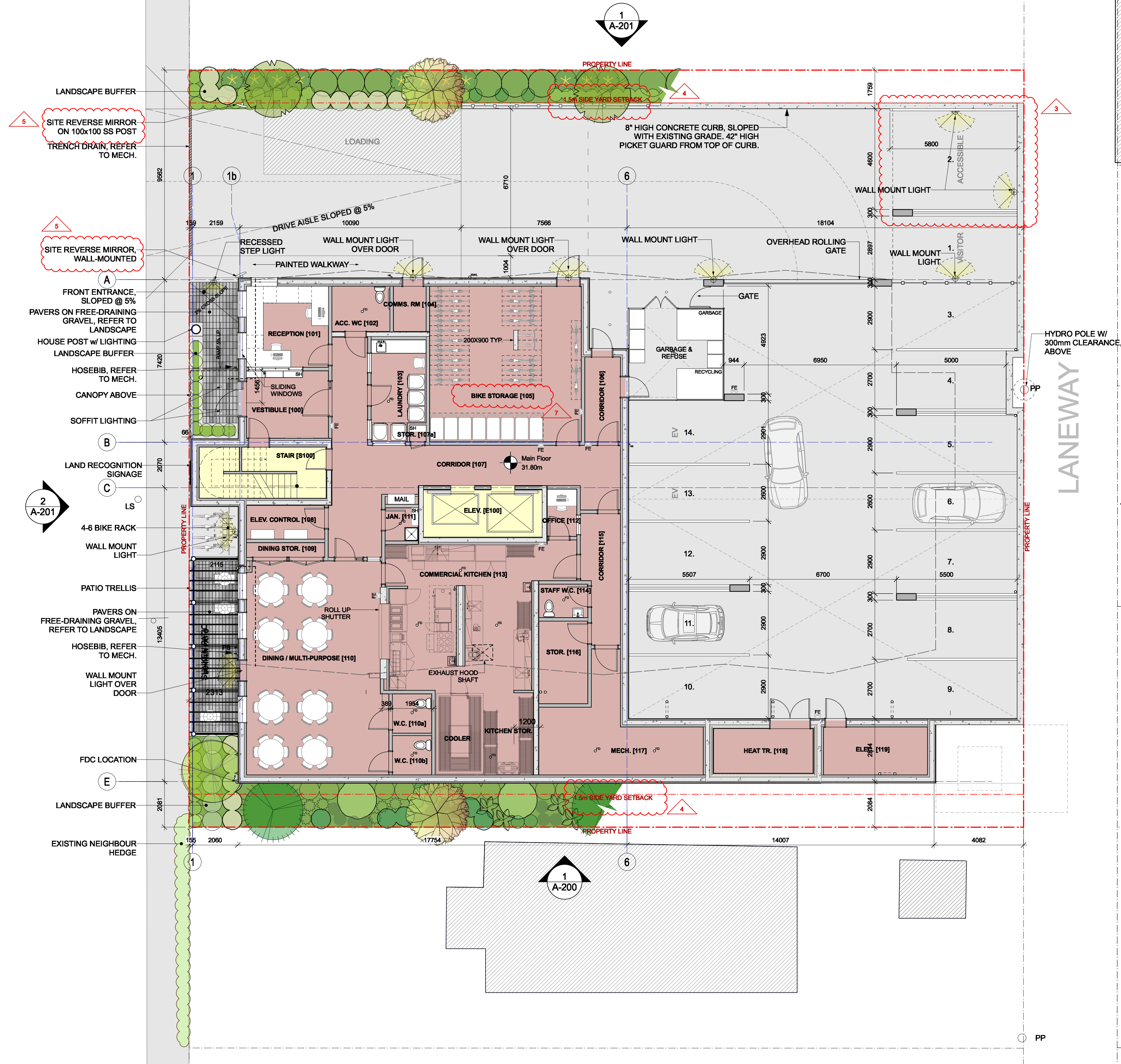
2024522

NTAG PROJECT NO.

SHEET NO.

A-100a

2ND AVENUE



CLIENT
GENERAL NOTES

3 Re-issued for Reasoning 2025-11-03
2 Re-issued for Reasoning 2025-07-25

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SEAL

SEAL

SCALE As Noted DATE 2025-11-03

Port Alberni Supportive
Housing
3027, 3037 & 3059 2nd Avenue
Port Alberni, BC

PROJECT
Main Floor Plan

SHEET TITLE

DRAWN BY

CLIENT PROJECT NO.

NTAG PROJECT NO.

SD

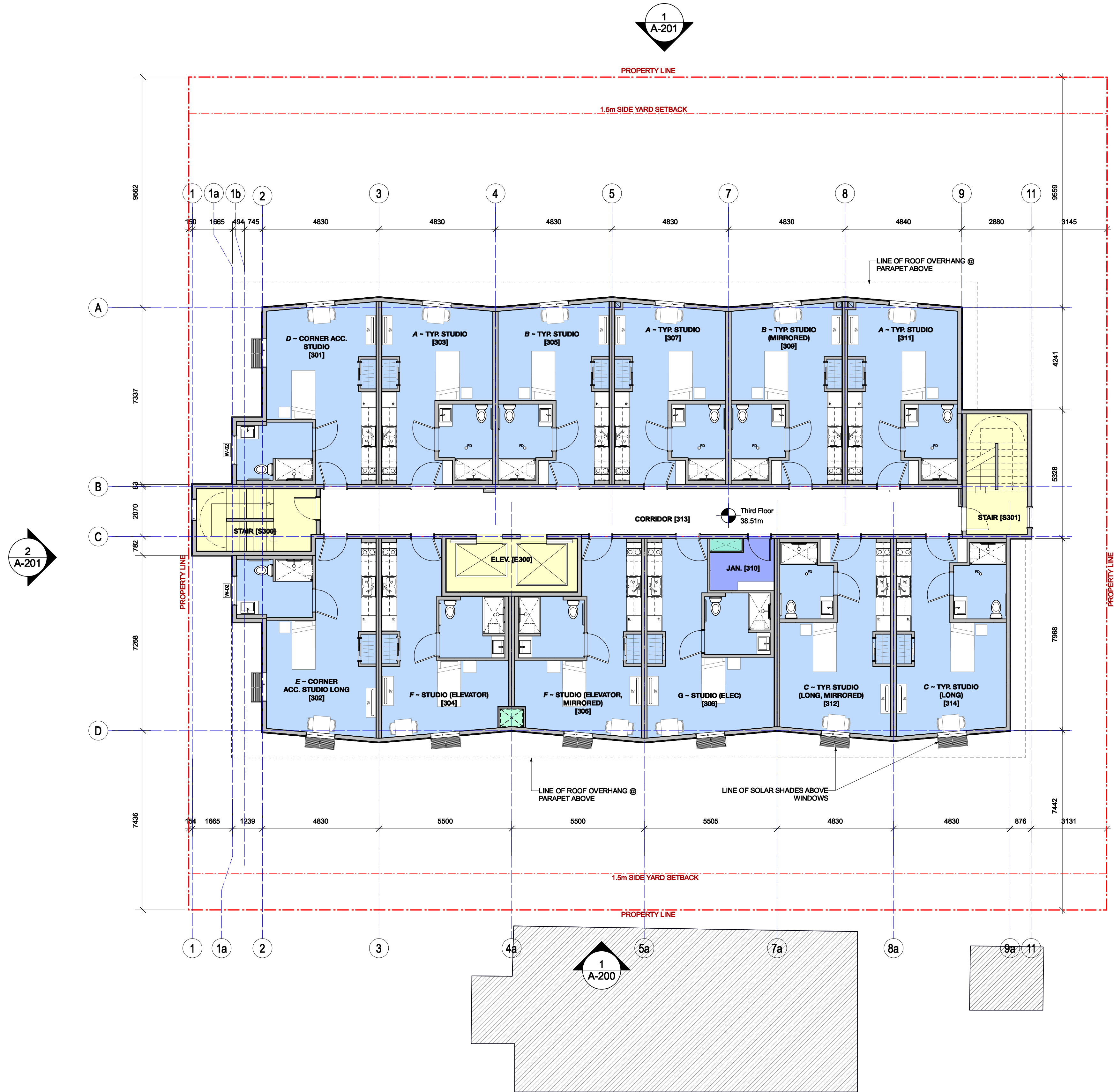
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RH

2024522

SHEET NO.

A-101



CLIENT
GENERAL NOTES

3 Re-issued for Reasoning 2025-11-03
2 Re-issued for Reasoning 2025-07-25

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DATE

Port Alberni Supportive
Housing
3027, 3037 & 3059 2nd Avenue
Port Alberni, BC
PROJECT
Third-Sixth Floor Plan

SHEET TITLE

DRAWN BY

CLIENT PROJECT NO.

NTAG PROJECT NO.

SD

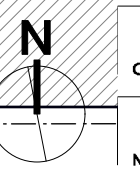
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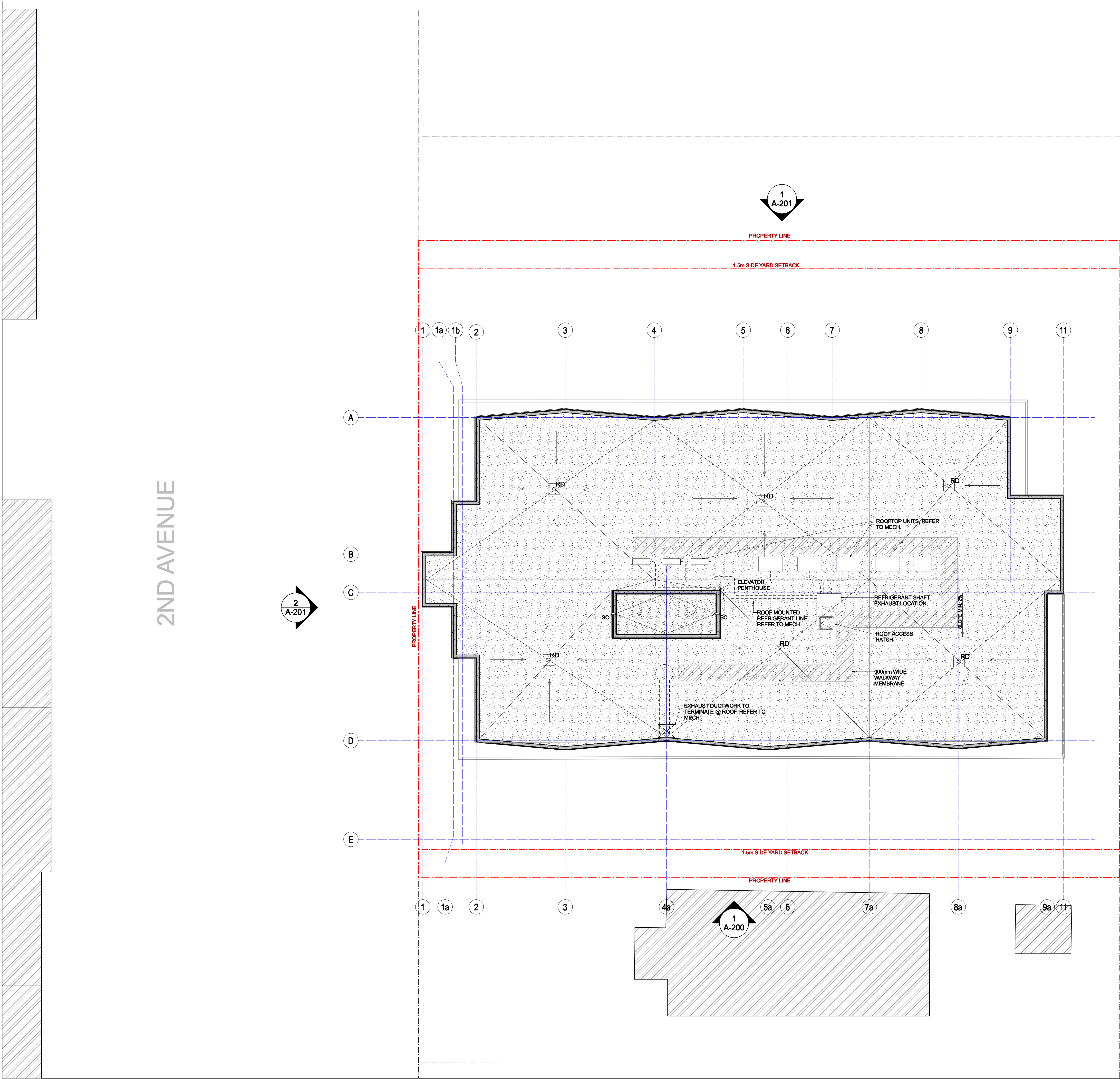
RH

2024522

SHEET NO.

A-103





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GENERAL NOTES

3 Re-issued for Reasoning 2025-11-03
2 Re-issued for Reasoning 2025-07-25

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DATE 2025-11-03

Port Alberni Supportive Housing
3027, 3037 & 3059 2nd Avenue
Port Alberni, BC

Roof Plan

SHEET TITLE
DRAWN BY SD
CHECKED BY RH
CLIENT PROJECT NO. 2024522
SHEET NO. A-107



1 North Elevation
Scale: 1:100



2 Street (West) Elevation
Scale: 1:100

- CLIENT
- GENERAL NOTES
- MATERIAL LEGEND**
1. CEMENT BOARD SIDING:
FINISH: CUSTOM BLUE COLOUR
STYLE: WIDE PANEL
 2. CEMENT BOARD SIDING:
FINISH: OFF-WHITE
STYLE: SHINGLE HORIZONTAL ORIENTATION, NARROW PROFILE
 3. CEMENT BOARD TRIM OR METAL FLASHING:
FINISH: OFF-WHITE
STYLE: REFER TO DETAILS
 4. CEMENT BOARD TRIM OR METAL FLASHING:
FINISH: CHARCOAL
STYLE: REFER TO DETAILS
 5. STEEL FENCE:
FINISH: PRE-FINISHED STEEL FENCE (BLACK)
STYLE: MAX. 6H
 6. HEAVY TIMBER CANOPY STRUCTURE:
FINISH: CEDAR POSTS
STYLE: WEATHER TREATED
 7. CEMENT BOARD SIDING:
FINISH: CHARCOAL
STYLE: WIDE PANEL
 8. METAL PICKET GUARDRAIL:
FINISH: PRE-FINISHED BLACK/CHARCOAL
 9. CEMENT BOARD TRIM OR METAL FLASHING:
FINISH: CEDAR TONE
STYLE: REFER TO DETAILS
 10. CEMENT BOARD TRIM OR METAL FLASHING:
FINISH: CUSTOM BLUE COLOUR
STYLE: REFER TO DETAILS
 11. WOOD-LOOK SIDING:
FINISH: CEDAR TONE
STYLE: HORIZONTAL 6" PROFILE
 12. SOLAR SHADE:
FINISH: PRE-FINISHED METAL (WHITE)
STYLE: REFER TO DETAILS

3 Re-issued for Reasoning 2025-11-03
2 Re-issued for Reasoning 2025-07-25

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ARCHITECTURAL

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REGISTERED ARCHITECT
ROBERT HENDERSON
2025-11-03

Robert Henderson, Architect AIBC
2025-11-03

SCALE As Noted
DATE 2025-11-03

Port Alberni Supportive Housing
3027, 3037 & 3059 2nd Avenue
Port Alberni, BC

North & West Elevations

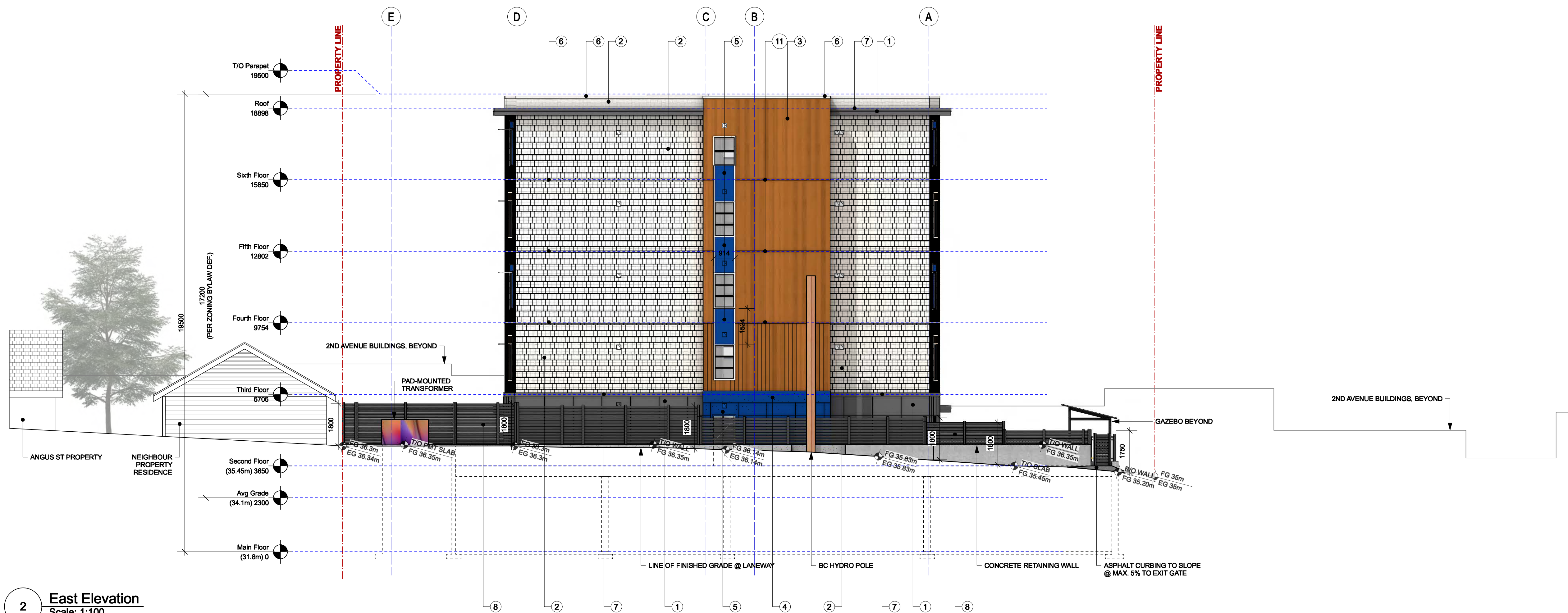
SHEET TITLE

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CLIENT PROJECT NO. 2024522
NTAG PROJECT NO. 2024522

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SHEET NO. A-200



1 South Elevation
Scale: 1:100



2 East Elevation
Scale: 1:100

- CLIENT
- GENERAL NOTES
- MATERIAL LEGEND**
1. CEMENT BOARD SIDING:
FINISH: CHARCOAL
STYLE: WIDE PANEL
 2. CEMENT BOARD SIDING:
FINISH: OFF-WHITE
STYLE: SHINGLE HORIZONTAL ORIENTATION, NARROW PROFILE
 3. WOOD-LOOK SIDING:
FINISH: CEDAR TONE
STYLE: HORIZONTAL 6" PROFILE
 4. CEMENT BOARD TRIM OR METAL FLASHING:
FINISH: CUSTOM BLUE COLOUR
STYLE: REFER TO DETAILS
 5. CEMENT BOARD SIDING:
FINISH: CUSTOM BLUE COLOUR
STYLE: WIDE PANEL
 6. CEMENT BOARD TRIM OR METAL FLASHING:
FINISH: OFF-WHITE
STYLE: REFER TO DETAILS
 7. CEMENT BOARD TRIM OR METAL FLASHING:
FINISH: CHARCOAL
STYLE: REFER TO DETAILS
 8. STEEL FENCE:
FINISH: PRE-FINISHED STEEL FENCE (BLACK)
STYLE: MAX. 6'H
 9. HEAVY TIMBER CANOPY STRUCTURE:
FINISH: CEDAR POSTS
STYLE: WEATHER TREATED
 10. METAL PICKET GUARDRAIL:
FINISH: PRE-FINISHED BLACK/CHARCOAL
 11. CEMENT BOARD TRIM OR METAL FLASHING:
FINISH: CEDAR TONE
STYLE: REFER TO DETAILS
 12. SOLAR SHADE:
FINISH: PRE-FINISHED METAL (WHITE)
STYLE: REFER TO DETAILS

3 Re-issued for Reasoning 2025-11-03
2 Re-issued for Reasoning 2025-07-25

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Port Alberni Supportive Housing
3027, 3037 & 3059 2nd Avenue
Port Alberni, BC

PROJECT
South & East Elevations

SHEET TITLE
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CLIENT PROJECT NO. 2024522
NTAG PROJECT NO.
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A-201
SHEET NO.



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GENERAL NOTES

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SEAL

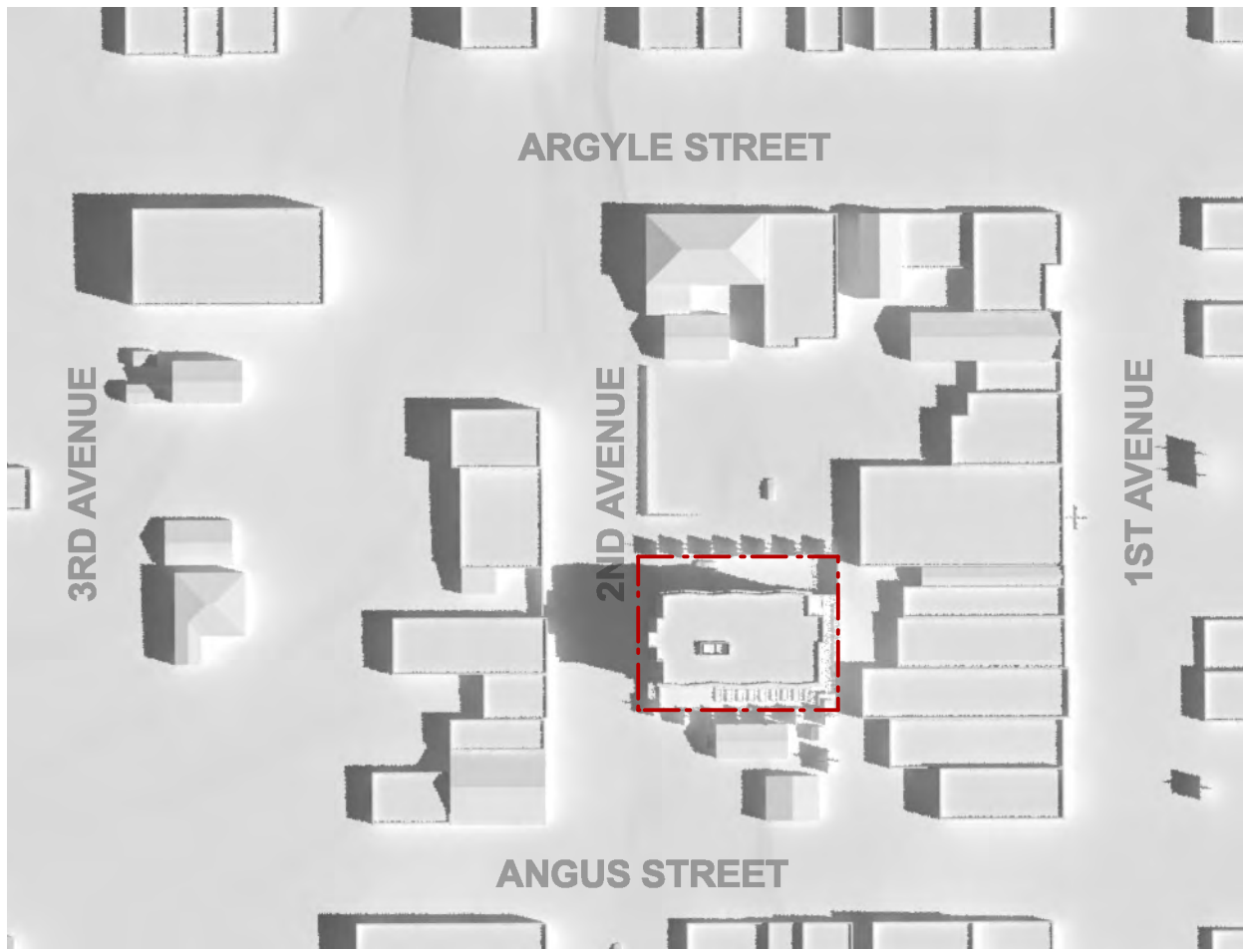
SCALE As Noted DATE 2025-11-03

Port Alberni Supportive Housing
3027, 3037 & 3059 2nd Avenue
Port Alberni, BC

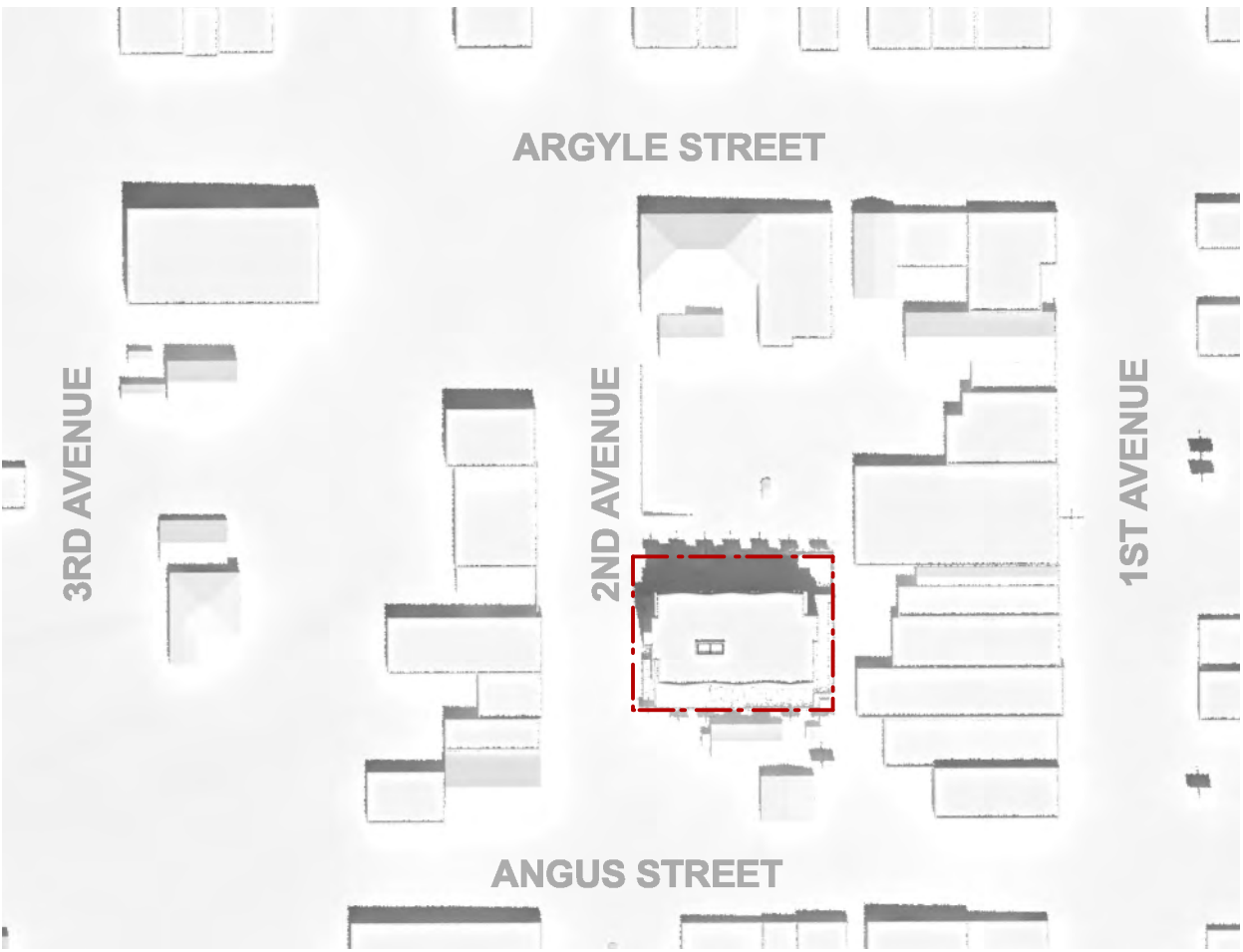
PROJECT
3D Images

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DRAWN BY SD CHECKED BY RH
CLIENT PROJECT NO. 2024522
NTAG PROJECT NO. SHEET NO. A-800

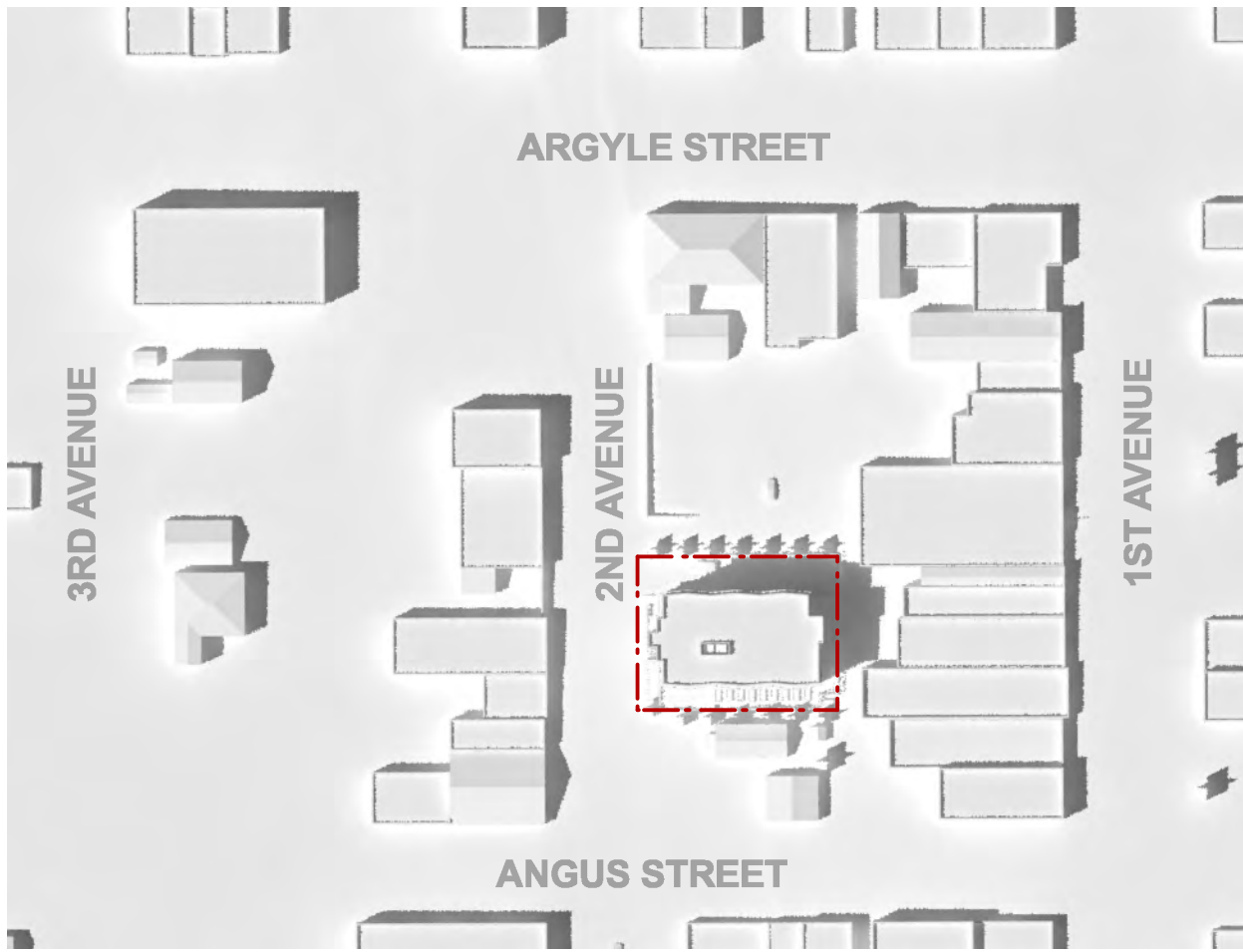
SUMMER SOLSTICE



1 June 21st - 9:00 am
Scale: 1:1500



2 June 21st - 12:00 pm
Scale: 1:1500



3 June 21st - 3:00 pm
Scale: 1:1500

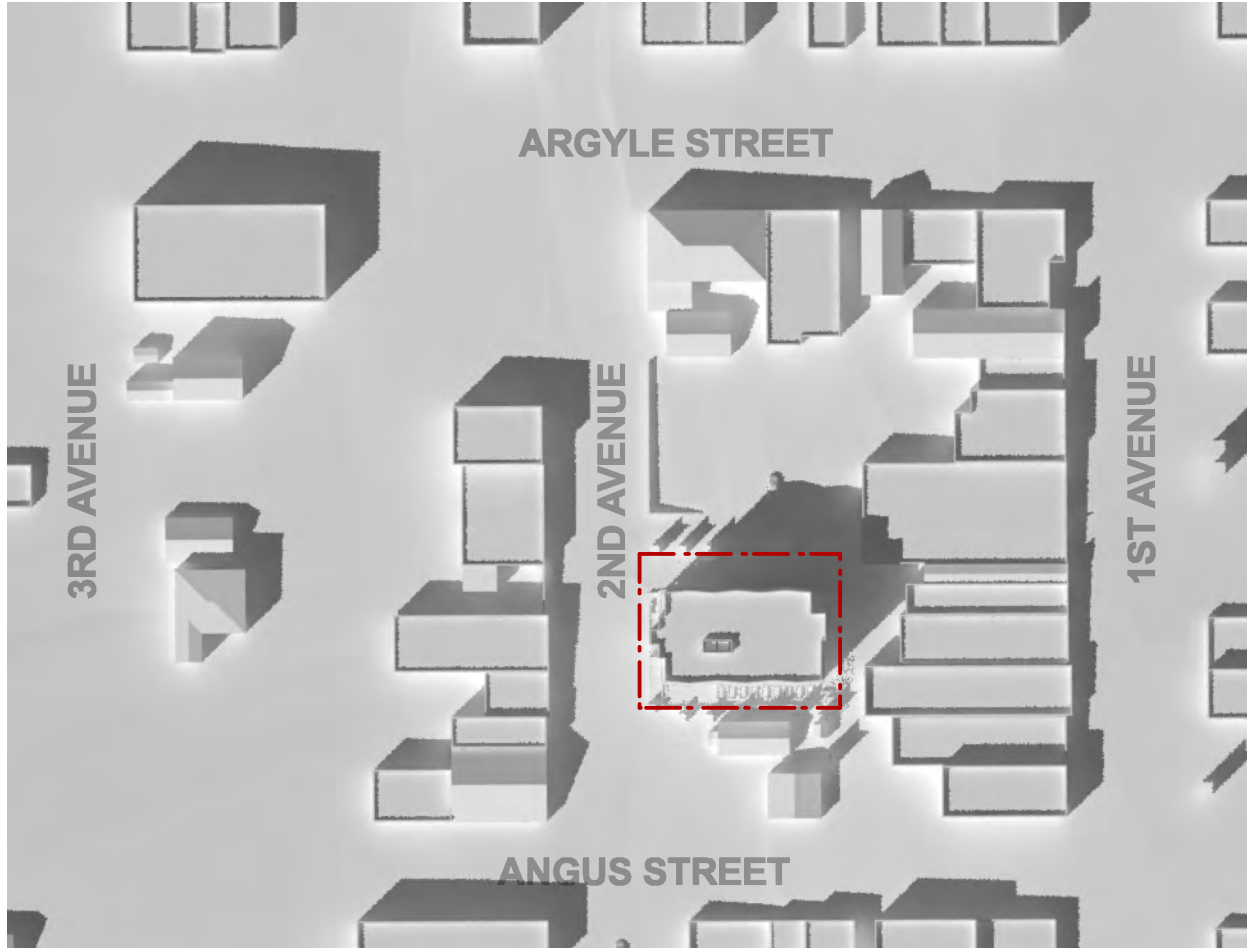
SPRING EQUINOX



4 March 20th - 9:00 am
Scale: 1:1500



5 March 20th - 12:00 pm
Scale: 1:1500

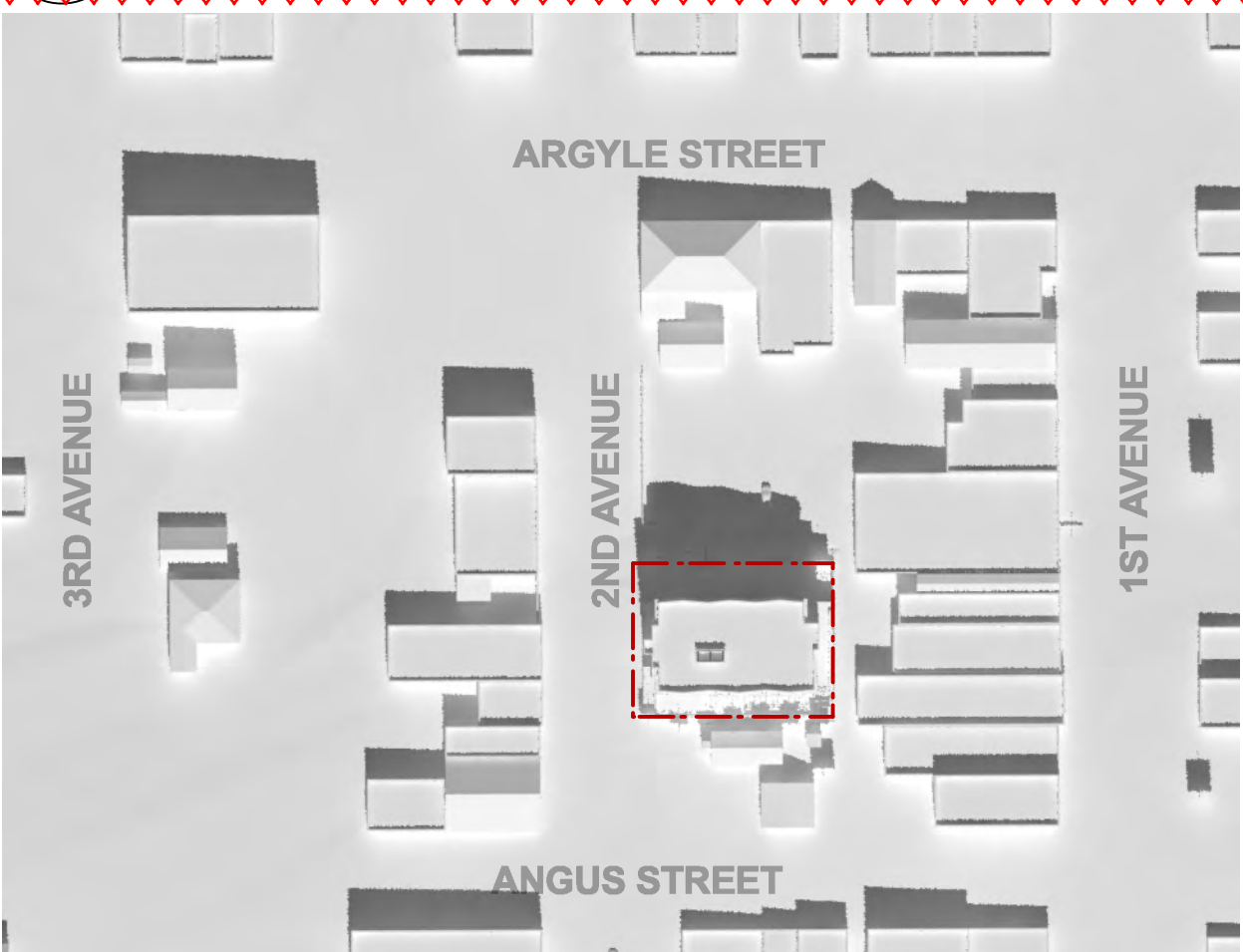


6 March 20th - 3:00 pm
Scale: 1:1500

FALL EQUINOX



7 September 22nd - 9:00 am
Scale: 1:1500



8 September 22nd - 12:00 pm
Scale: 1:1500



9 September 22nd - 3:00 pm
Scale: 1:1500

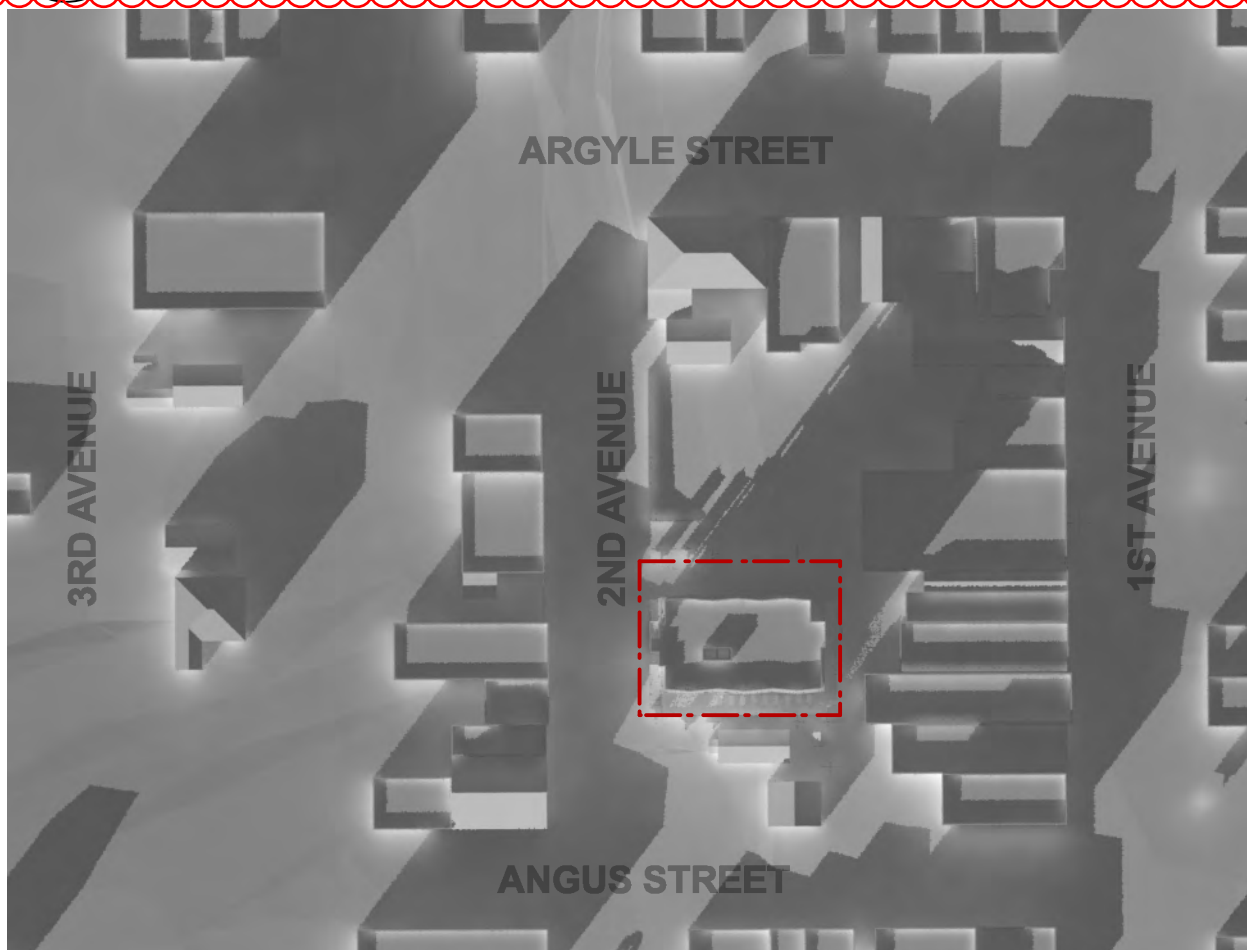
WINTER SOLSTICE



10 December 22nd - 9:00 am
Scale: 1:1500



11 December 22nd - 12:00 pm
Scale: 1:1500



12 December 22nd - 3:00 pm
Scale: 1:1500

CLIENT

GENERAL NOTES

2 Re-issued for Reasoning
1 Re-issued for Reasoning

2025-11-03
2025-07-25

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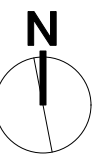
SEAL

SEAL

SCALE As Noted
DATE 2025-11-03

Port Alberni Supportive
Housing
3027 & 3037 2nd Avenue
Port Alberni, BC
PROJECT
Solar Shading Study

SHEET TITLE
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CLIENT PROJECT NO. 2024522
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A-801
SHEET NO.



Community Benefits of Supportive Housing

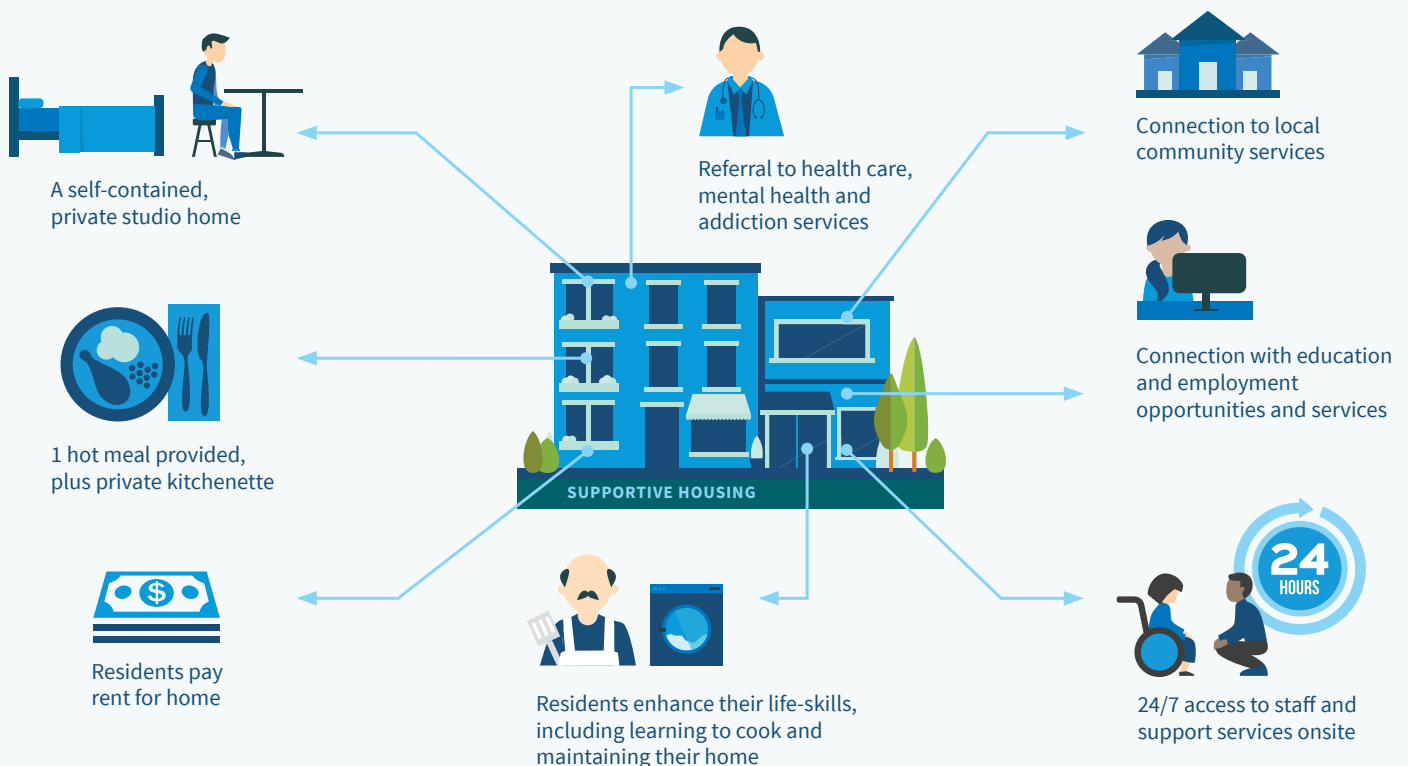
This resource answers questions about Supportive Housing
in your neighbourhood



What is supportive housing?

Provincially-funded supportive housing is for people experiencing homelessness. Supportive housing provides a home with access to on-site supports to ensure people can achieve and maintain housing stability. Residents have access to their own self-contained studio apartment or, in some cases, a secure unit with shared bathroom and amenity spaces. All residents sign either a program or tenancy agreement and participate in programming based on an individualized case plan.

All residents in supportive housing have made a choice to live there and are able to access the services provided by non-profit housing operators, such as life-skills training, and connections to primary health care, mental health and/or substance use services.





Will supportive housing affect property values in my neighbourhood?



Studies show that property values immediately surrounding supportive housing sites typically keep pace with the trends of the surrounding municipality.



Facts and Statistics

- ➔ Research completed in 2019 of 13 B.C. supportive housing sites showed that property values immediately surrounding 10 sites either kept pace or surpassed surrounding municipal trends. Property values for the other three sites were not notably different compared to municipal trends.
- ➔ A study in New York City of 7,500 supportive housing units from 1974 to 2005 found no evidence of a negative impact on property values close to supportive housing.

Sources:

- Insight Specialty Consulting. 2019. *Exploring Impacts of Non-Market Housing on Surrounding Property Values*. BC Housing
- Furman Center for Real Estate & Urban Policy. 2008. *The Impact of Supportive Housing on Surrounding Neighborhoods: Evidence from New York City*. New York University. furmancenter.org/files/FurmanCenterPolicyBriefonSupportiveHousing_LowRes.pdf



Is supportive housing costly for tax-payers?



Studies show the cost of providing supportive housing is less than the cost of providing the health and public safety services needed to address homelessness.



VS



On average, a person **experiencing homelessness** with addictions and/or mental illness used

\$55,000 per year in health care and/or corrections services

On average, a person **in supportive housing** with addictions and/or mental illness used

\$37,000 per year in health care and/or corrections services

Supportive housing residents were **64% less likely** than shelter clients to use ambulance services



Average hospital stay for supportive housing residents was **50% less** than shelter clients



Facts and Statistics

- A 2008 B.C. study found that on average a person experiencing homelessness with addictions and/or mental illness used \$55,000 per year in health care and/or corrections services compared to \$37,000 for a person in supportive housing.
- A 2019 B.C. study linking data for more than 450 individuals in BC Housing-funded supportive housing and emergency shelters found:
 - Supportive housing residents were 64 per cent less likely than emergency shelter clients to use ambulance services.
 - The average hospital stay for supportive housing residents was 50 per cent less than for emergency shelter clients.

Sources:

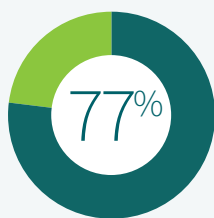
- Patterson, Michelle, Julian Somers, Karen McIntosh, Alan Shiell, Charles James Frankish. 2008. *Housing and Support for Adults with Severe Addictions and/or Mental Illness in British Columbia*. Centre For Applied Research in Mental Health and Addiction, Simon Fraser University www.sfu.ca/carmha/publications/housing-and-support-for-adults-with-severe.html
- Malatest & Associates Ltd. 2019. *Supportive Housing Outcome Evaluation*. BC Housing (Underway).



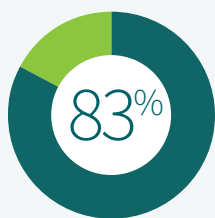
Will supportive housing change my neighbourhood?



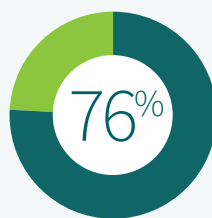
Many supportive housing residents have an existing connection with the neighbourhood and report experiencing positive interactions with neighbours after they moved in. Often the initial concerns from neighbourhoods about supportive housing decrease over time.



of modular supportive housing survey respondents reported **a prior connection** to the neighbourhood



of modular supportive housing survey respondents reported **positive interactions** with neighbours



of modular supportive housing survey respondents reported having **friends or relatives** in the neighbourhood



Supportive housing staff and residents **care about safety and well-being** of their neighbourhoods



Facts and Statistics

- 77 per cent of survey respondents across modular supportive housing sites reported having a prior connection to the neighbourhood before moving into their modular housing unit.
- 83 per cent of survey respondents across modular supportive housing sites reported experiencing positive interactions with neighbours in the surrounding community since they moved in.
- 76 per cent of survey respondents across modular supportive housing sites reported having friends or relatives in the neighbourhood who they can talk to.
- Community Advisory Committees established when developing supportive housing sites often find they no longer need to meet once the sites become operational, as issues and concerns become infrequent. Awareness also increases amongst neighbours to contact the housing provider to address any issues or concerns that do arise.
- Supportive housing staff and residents care about the safety and well-being of their neighbourhoods and are active participants in revitalizing their communities.

Sources:

- BC Housing. 2021. *Modular Supportive Housing Resident Outcomes Study Reports*. www.bchousing.org/research-centre/library/transition-from-homelessness/modular-supportive-housing-resident-outcomes?sortType=sortByDate
- Wolf, A. d. 2008. *We are Neighbours: The Impact of Supportive Housing on Community, Social, Economic and Attitude Changes*. Toronto: Wellesley Institute.
- BC Housing. 2018. *Community Acceptance Series – Supportive Housing Case Study Series: Overview*. www.bchousing.org/research-centre/library/transition-from-homelessness/modular-supportive-housing-resident-outcomes?sortType=sortByDate

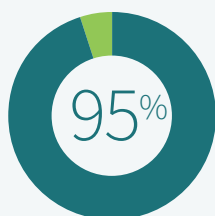


Does supportive housing work to reduce homelessness in my neighbourhood and community?

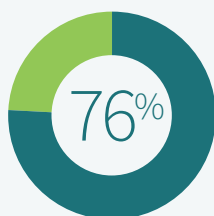


Supportive housing residents are no longer homeless after they are housed. Once in a supportive housing unit, people who previously experienced homelessness report improvements in access to employment, income, education, mental health supports and life-skills.

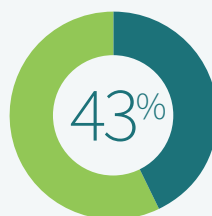
After Six Months:



of supportive housing residents
remained housed



of modular supportive housing survey respondents reported
improved overall well-being



of modular supportive housing survey respondents reported
improved access to employment opportunities



of modular supportive housing survey respondents reported
improvements in life skills



Facts and Statistics

- 95 per cent of residents living in BC Housing-funded supportive housing in 2020-21 had been housed for at least six months, including 81 per cent who had been housed for at least one year.
- 76 per cent of survey respondents in modular supportive housing sites reported improvements to their overall well-being.
- 43 per cent of survey respondents in modular supportive housing sites reported improved access to employment opportunities and employment support services.
- 52 per cent of survey respondents in modular supportive housing sites reported improvements in life skills. Staff interviewed said residents life skills improve in terms of cooking, keeping their space tidy, and personal hygiene.

Sources:

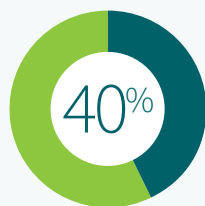
- BC Housing. 2021. *Modular Supportive Housing Resident Outcomes Study Reports*. www.bchousing.org/research-centre/library/transition-from-homelessness/modular-supportive-housing-resident-outcomes?sortType=sortByDate
- BC Housing. 2022. *Supportive Housing Demographics and Outcomes*.



Why does supportive housing allow residents to use addictive substances?



Supportive housing uses a harm reduction approach. “Harm reduction” is a term used to describe an array of strategies aimed at reducing potential harm to individuals and communities associated with substance use. Not everyone who moves into supportive housing has substance use issues.



of modular supportive housing survey respondents reported **improvements in substance use issues** six months after moving in.



Many supportive housing sites have volunteer programs for residents to **help keep the neighbourhoods clean.**

Facts and Statistics:

- ➔ In a study of residents living in BC Housing-funded modular supportive housing, 40 per cent reported improvements in substance use issues six months after moving in. 35 per cent reported that their substance use issues were the same (note: not all residents have substance use issues).
- ➔ Supportive housing providers use several strategies to reduce harm related to substance use. These include access to naloxone, peer involvement, supervised injection rooms, staff training and overdose protocols.
- ➔ Supportive housing can reduce substance use paraphernalia found in neighborhoods. For example, the Clean Team operated by a supportive housing provider in Vancouver, sweeps the neighbourhood, looking for substance use and other drug-related paraphernalia.
- ➔ Many supportive housing sites have volunteer programs for residents to help keep the neighbourhoods clean. This includes picking up garbage and substance use paraphernalia left by people who do not live in supportive housing.
- ➔ About half of residents in BC Housing-funded supportive housing reported having an substance use issue.

Sources:

- Homeless Hub. 2021, October. *Harm Reduction*. Retrieved from Homeless Hub: www.homelesshub.ca/about-homelessness/substance-use-addiction/harm-reduction
- BC Housing. 2021. *Modular Supportive Housing Resident Outcomes Study Reports*. www.bchousing.org/research-centre/library/transition-from-homelessness/modular-supportive-housing-resident-outcomes?sortType=sortByDate
- Urban Health Research Initiative. 2009. *Findings from the evaluation of Vancouver's Pilot Medically Supervised Safer Injecting Facility*. BC Centre for Excellence in HIV/AIDS.
- Cohen, E. 2019. *The Effects of Designated Homeless Housing Sites on Local Communities: Evidence from Los Angeles County*. Los Angeles: UCLA.
- BC Housing. 2018. *Community Acceptance Series – Supportive Housing Case Study Series: Overview*. www.bchousing.org/research-centre/library/community-acceptance/hk-case-study-series-overview&sortType=sortByDate

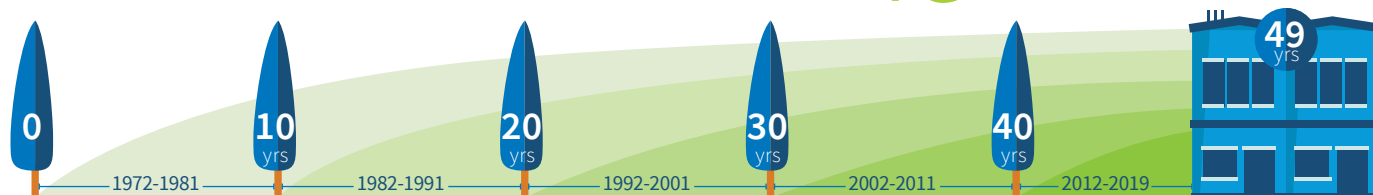


Will supportive housing have an impact on nearby schools in my neighbourhood?



Many supportive housing sites across the province have been operating in their communities and near schools for 10+ years with few issues and support from the community.

Oldest supportive housing site operating for **49** years



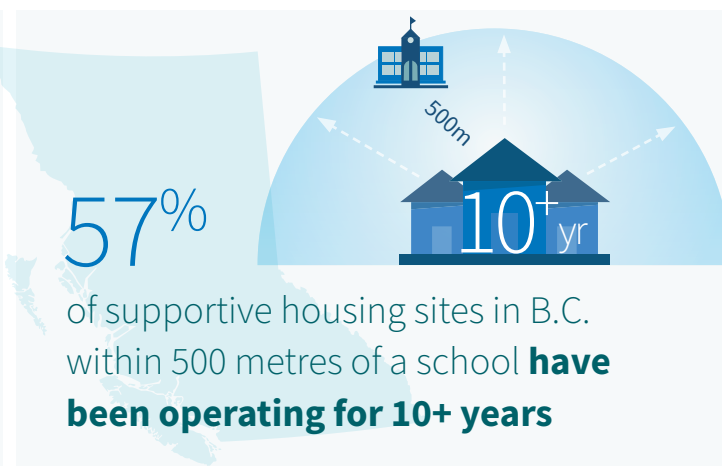
225+

provincially-funded sites operate **within 500 metres** of a school



57%

of supportive housing sites in B.C. within 500 metres of a school **have been operating for 10+ years**



Facts and Statistics

- The oldest supportive housing site in B.C. has been operating for 49 years.
- There are over 225 provincially-funded supportive housing sites across the province that are within 500 metres of a school.
- 57 per cent of provincially-funded supportive housing sites in B.C. within 500 metres of schools have been operating for 10+ years.

Sources:

• BC Housing, 2021. Central Property System



How will supportive housing contribute to my neighbourhood's local economy?



Residents of supportive housing contribute to the economy of the neighborhoods they live in by spending money at local businesses. The construction and operation of supportive housing also creates local jobs.

Every dollar invested in supportive housing puts

\$4-5

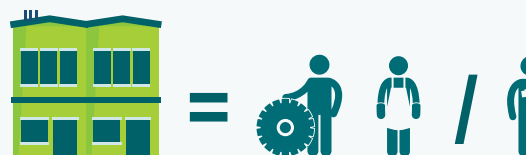
back into the local economy through social and/or economic activities



An Ontario study found for every new residential unit built, an estimated

2-2.5

new jobs are created



Facts and Statistics:

- ➔ 2018 B.C. studies showed that every dollar invested in supportive housing creates four to five dollars in social and/or economic value. Neighbourhood benefits include improved well-being and increased local spending.
- ➔ A 2008 study of two supportive housing buildings located in the same Toronto community found that the tenants' local economic footprint is modest because of tenants' income. This does, however, result in tenants shopping at local convenience stores, pharmacies, coffee shops and restaurants, contributing to the local economy of the neighborhood.
- ➔ An Ontario study found for every new residential unit built, an estimated 2 to 2.5 new jobs are created.

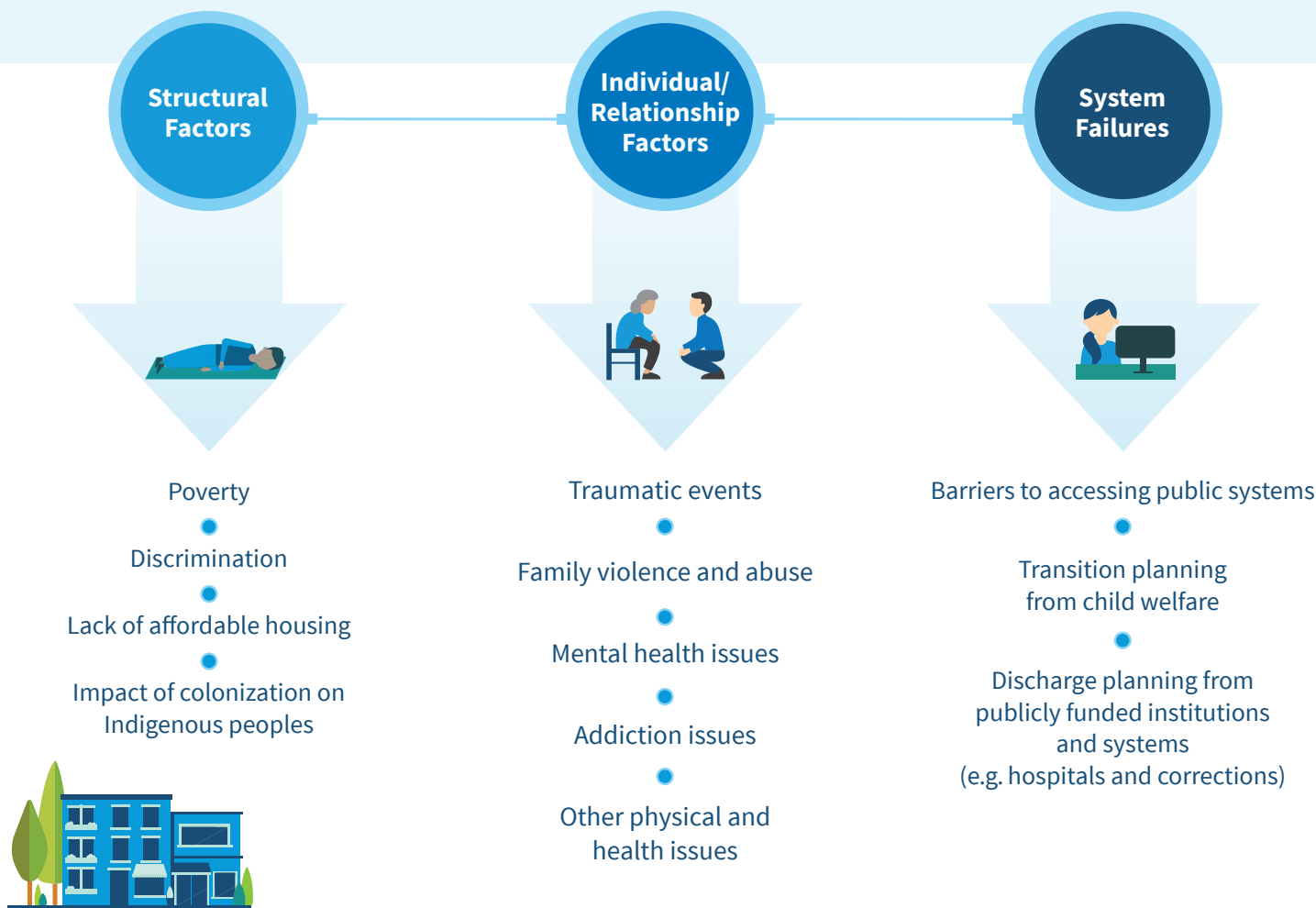
Sources:

- Constellation Consulting Group. 2018. *SROI Analysis: The Social and Economic Value of Dedicated-Site Supportive Housing in B.C.* BC Housing. www.bchousing.org/research-centre/library/tools-developing-social-housing
- Wolf, A. d. 2008. *We are Neighbours: The Impact of Supportive Housing on Community, Social, Economic and Attitude Changes.* Toronto: Wellesley Institute.
- ONPHA, *Affordable Housing as Economic Development: How Housing Can Spark Growth in Northern and Southwestern Ontario.* onpha.on.ca/Content/PolicyAndResearch/Other_Research/Housing_and_Economic_Growth.aspx?WebsiteKey=49cb1e54-80a5-4daf-85fb-a49e833ec60b



Understanding Pathways to Homelessness

The information below provides a brief overview of pathways to homelessness. Often it is a combination of factors.



Sources:

- Gaetz, Stephen, Jesse Donaldson, Tim Richter and Tanya Gulliver. *The State of Homelessness In Canada 2013*. A Homeless Hub Research Paper. www.homelesshub.ca/sites/default/files/SOHC2103.pdf

Works Cited

For additional information, methodologies and limitations please see the studies cited.

BC Housing. 2019. Central Property System.

BC Housing. 2019. *Modular Supportive Housing Resident Outcomes Study: Results for First Seven Modular Supportive Housing Developments*.

www.bchousing.org/research-centre/library/transition-from-homelessness/modular-supportive-housing-resident-outcomes?sortType=sortByDate

Constellation Consulting Group. 2018. *SROI Analysis: The Social and Economic Value of Dedicated-Site Supportive Housing in B.C.* BC Housing. www.bchousing.org/research-centre/library/tools-developing-social-housing

Furman Center for Real Estate & Urban Policy. 2008. *The Impact of Supportive Housing on Surrounding Neighborhoods: Evidence from New York City*. New York University. furmancenter.org/files/FurmanCenterPolicyBriefonSupportiveHousing_LowRes.pdf

Gaetz, Stephen, Jesse Donaldson, Tim Richter and Tanya Gulliver. *The State of Homelessness In Canada 2013*. A Homeless Hub Research Paper. www.homelesshub.ca/sites/default/files/SOHC2103.pdf

Insight Specialty Consulting. 2019. *Exploring Impacts of Non-Market Housing on Surrounding Property Values*. BC Housing

Malatest & Associates Ltd. 2019. *Supportive Housing Outcome Evaluation*. BC Housing (Underway).

Patterson, Michelle, Julian Somers, Karen McIntosh, Alan Shiell, Charles James Frankish. 2008. *Housing and Support for Adults with Severe Addictions and/or Mental Illness in British Columbia*. Centre For Applied Research in Mental Health and Addiction, Simon Fraser University www.sfu.ca/carmha/publications/housing-and-support-for-adults-with-severe.html

Land Acknowledgement

We acknowledge that the 2025 Homeless Count in Port Alberni took place on the unceded territory of the Hupacasath and Tseshaht First Nations. They have been stewards of this land since time immemorial and we pay our respect to the Elders and Knowledge-Keepers both past and present.

What is a Point-in-Time Homeless Count?

Point-in-Time homeless counts ("PiT counts" or "counts") provide a snapshot of people who are experiencing homelessness over a 24-hour period in a community. Counts include an estimated number of people experiencing homelessness, their demographic characteristics, and other information including service use, income, and reasons for housing loss. On April 30, 2025, a PiT count was conducted in Port Alberni. This was the fourth count in Port Alberni, with the next most recent conducted on May 2, 2023.

Limitations & Interpretation

- A PiT count represents the minimum number of people who are experiencing homelessness on a given day in the community.
- The purpose of a PiT count is not intended to be a measure of everyone who experiences homelessness. By focusing on a single day, a count will not include some people who cycle in and out of homelessness and staff and volunteers will not encounter everyone despite best attempts.
- While an accepted methodological tool, PiT counts are likely to be an undercount and represent only those individuals identified and included during a 24-hour period.
- This report details the characteristics of people experiencing homelessness who answered each survey question and percentages are based on the number of respondents to each question. Percentages may not be representative of the total population experiencing homelessness; the number (n) of respondents may vary within each question.
- There are a variety of reasons why a count number will change over time in a community. These include changes in actual homelessness, supportive housing, and/or services available. Caution should be used when making comparisons across time or between communities.
- Given these limitations, decision makers are encouraged to seek complimentary sources of data — such as reports from local service agencies — to corroborate the findings in this report.

How Many People Were "Counted" as Experiencing Homelessness in Port Alberni in the 2025 Count?

In total, 180 people in Port Alberni were included in the Count by either staying in a shelter or completing a survey. This total and comparison to the previous count is shown in Figure 1. A comparison of those experiencing sheltered and unsheltered homelessness is shown in Figure 2.

What is Sheltered Homelessness?

Sheltered homelessness includes those who stayed overnight on the night of the Count in homeless shelters, including transition houses and youth safe houses, and people with no fixed address (NFA) staying temporarily in hospitals, local holding cells, and detox facilities. **Note:** shelter capacity can change in a community after the Count, including opening or closure of temporary or year-round shelter programs.

What is Unsheltered Homelessness?

Unsheltered homelessness includes those who stayed outside in alleys, doorways, parkades, parks and vehicles or those who were staying temporarily at someone else's place (couch surfing), a hotel without a place to return to, or with their parents in a temporary situation on the night of the Count. **Note:** the unsheltered count relies on finding individuals on the day of the Count. It may change due to a variety of factors (see Limitations).

Of the 107 respondents experiencing unsheltered homelessness in this community, 21% were staying with others - such as temporarily couch surfing with friends, relatives, their parents, or others.

Figure 1: Total Number of Persons Experiencing Homelessness and Included in the Count

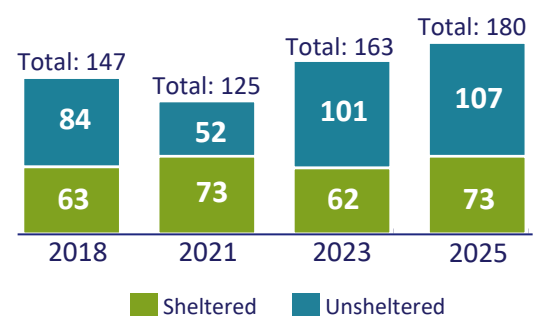
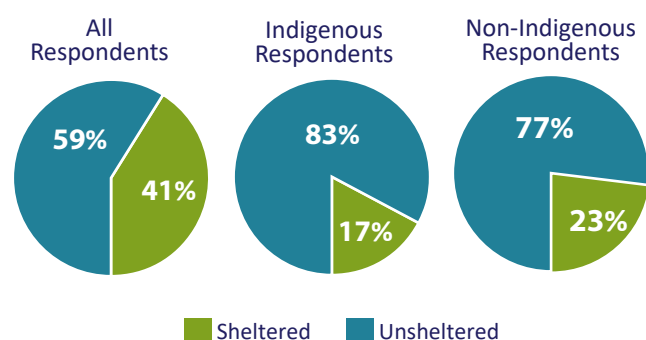


Figure 2: Where Respondents Stayed the Night of the Count



Indigenous Homelessness and PiT Counts

Indigenous people are consistently overrepresented in the population of people experiencing homelessness. Disproportionate rates of homelessness are rooted in the ongoing structural violence of settler colonial society that creates hierarchical systems of privilege and oppression. Indigenous people in Canada face racism, discrimination, and the impacts of intergenerational trauma which can limit safe and equitable access to services making it easier to lose, and harder to acquire, safe and stable housing.

Presentation of Indigenous Data

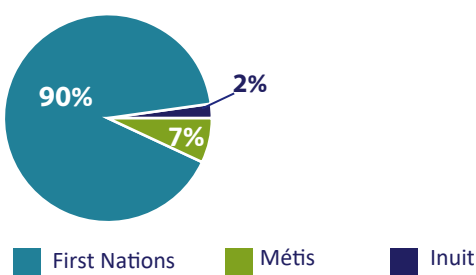
Indigenous refers to the diverse cultures of First Nations, Métis, and Inuit people, whether they have legal status, or are living in urban, rural, or remote areas. To inform Indigenous-led service planning, this report presents some Indigenous responses alongside those of non-Indigenous respondents and all respondents combined.

Indigenous respondents tend to report accessing services at a lower rate than non-Indigenous respondents. While the PiT Count methodology does not allow for definitive conclusions, these results align with the well-documented harms of the Canadian health and social service sector towards Indigenous peoples.

Figure 3: Indigenous Identity (n=94)



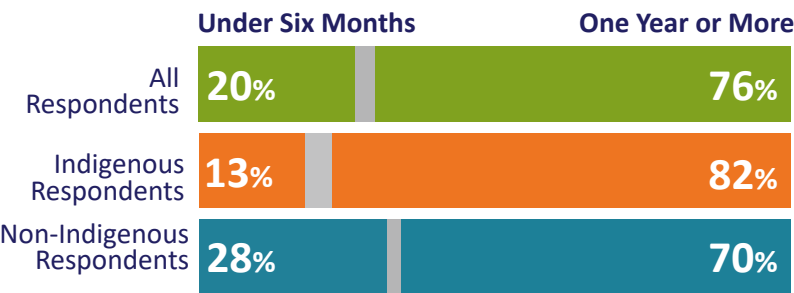
Figure 4: Indigenous Distinction (n=41)



**Figure 5: Length of Time in Community
All Respondents (n=74)**



Figure 6: Length of Time Experiencing Homelessness (n=83)



**Figure 7: Top Reasons for Housing Loss
All Respondents (n=72)**



**Figure 8: Percentage of Respondents Identifying
Eviction as Cause of Most Recent Housing Loss (n=66)**



How Long Have Respondents Been in Port Alberni?

The vast majority of individuals experiencing homelessness are long-time residents of their community, as shown in Figure 5 for Port Alberni. This is consistent with all other communities in the 2025 PiT Homeless Count in BC.

How Long Have Respondents Experienced Homelessness?

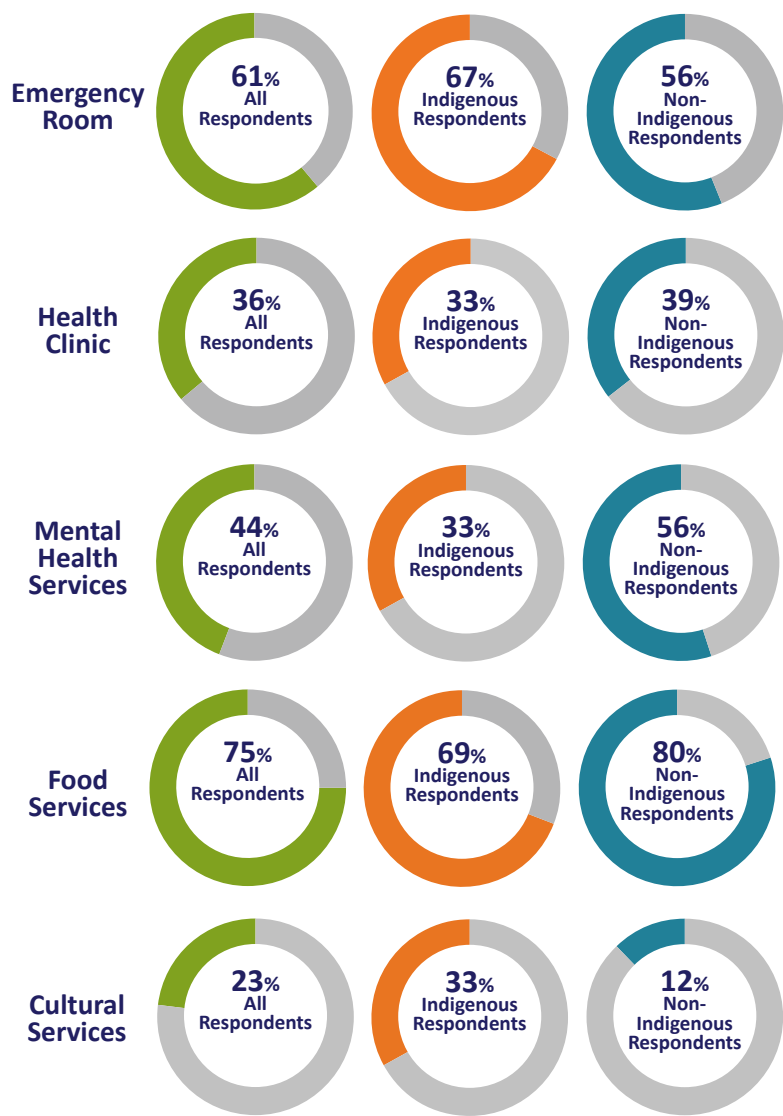
Figure 6 shows the duration of respondents' experiences of homelessness. Those who have experienced homelessness for longer can require different services, and may face different barriers in accessing housing than those with shorter experiences of homelessness.

What Causes a Loss of Housing?

An experience of homelessness is almost always the result of more than one event. Often, income challenges are pushed to a crisis by an event, such as a health challenge, relationship change, or eviction. The top three reasons for housing loss identified by respondents in Port Alberni are shown in Figure 7.

For the first time in the Provincial Count, respondents were asked if their most recent experience of homelessness was the result of an eviction. Results for Port Alberni are shown in Figure 8.

Figure 9: Services Accessed in the Past Year (n=84)



What Services do People Access?

Respondents were asked to check all that apply in a list of services on the survey. Figure 9 shows the percentage of respondents who accessed commonly used services. Service access is often a reflection of service availability and perceived safety.

What Sources of Income do People Have?

A majority of respondents report receiving income assistance (including Persons with Persistent Multiple Barriers benefits) or disability assistance (Figure 10).

Many respondents have other sources of income (Figure 11), and 6% in Port Alberni report having a part-time job.

Figure 10: Percentage of Respondents Who Report Being On Income Assistance (n=84)



Figure 11: Top Sources of Income Other Than Income Assistance for All Respondents (n=83)

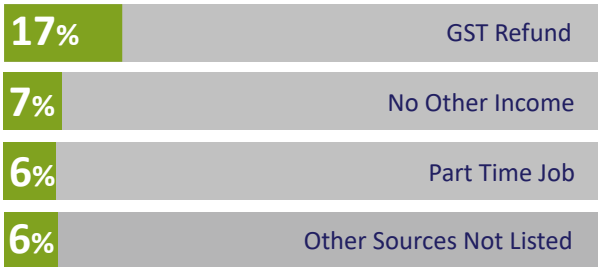


Figure 12: Gender Identity of Respondents (n=92)

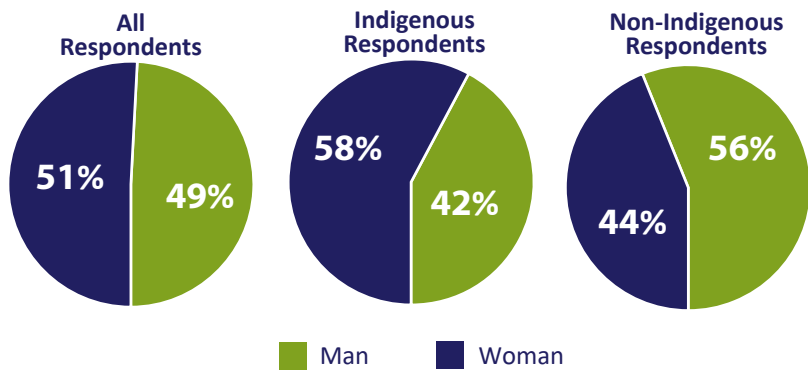


Figure 13: Transgender Experience (n=77)



Figure 14: Sexual Orientation (n=77)



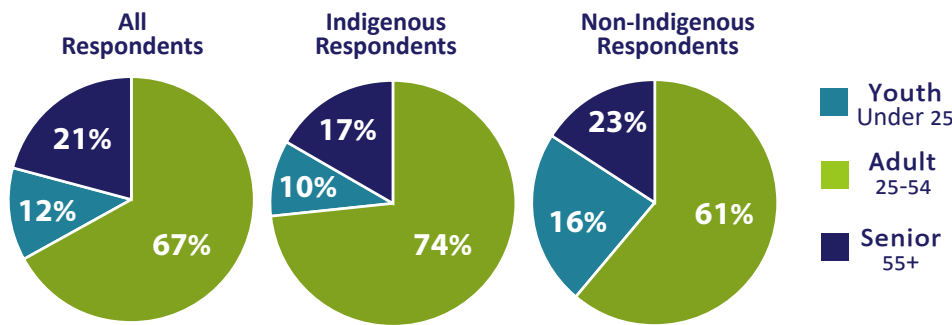
What are the Gender Identity and Sexual Orientation of Respondents?

Homelessness services that are safe are needed for all identities and orientations. This includes sheltering options, residential supports, and outreach services.

Respondents' gender identity is shown in Figure 12, those who identified as having a transgender experience in Figure 13, and those who identified as asexual, bisexual, gay, lesbian, pan-sexual, Two-Spirit, questioning and/or queer are shown in Figure 14.

While the number of respondents who identify as a gender other than man or woman is zero, this does not mean that there is no one who identifies as another gender experiencing homelessness in Port Alberni. There may be additional barriers for them to access services and they are more likely to experience hidden homelessness.

Figure 15: Age of Respondents (n=90)



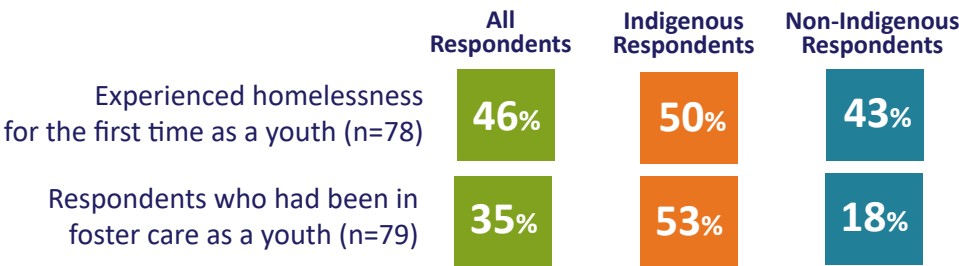
What Are the Ages of Respondents?

Age groups of respondents are shown in Figure 15. Fifty-five years of age or older is used as the benchmark for “senior” in this report as it aligns with the eligibility for BC Housing’s Seniors’ Supportive Housing program.

What Percentage of Respondents Experience Homelessness as Youth and the Foster Care System?

Figure 16 shows the percentage of respondents who experienced homelessness for the first time as a youth, and those who reported being in foster care, a youth group home, or on an Independent Living Agreement as a youth.

Figure 16: Youth Homelessness and Foster Care



What Health Challenges do Respondents Face?

Respondents were asked if they identify as currently having a challenge with a series of types of health conditions, which is shown in Figure 17. In this figure, the number of respondents who identified as having each health challenge ranged from 21 to 69. Those with co-occurring mental health and substance use challenges are shown in Figure 18.

Figure 17: Percentage of Respondents Identifying As Having a Challenge with Their Health - By Category (n=87)

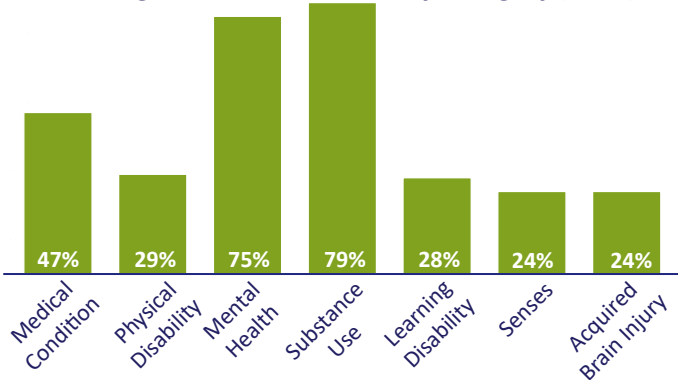
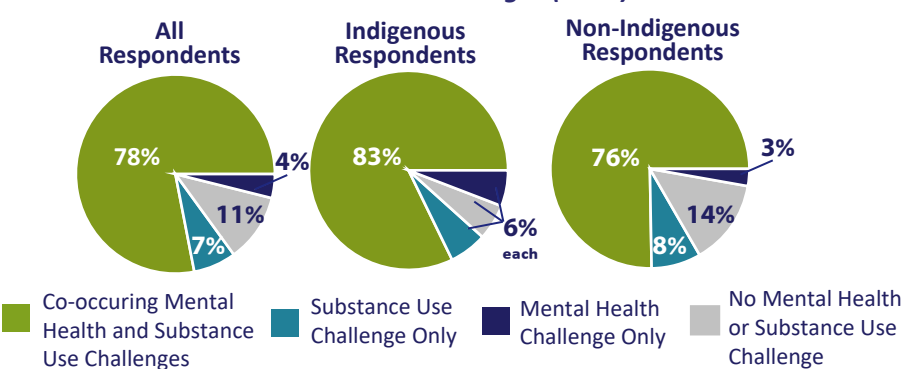


Figure 18: Percentage of Respondents with Co-occurring Mental Health Challenges (n=74)



What Substances do People Use?

Not all people experiencing homelessness use substances, and those who use substances do not all use one type. This is important when considering what health services might be needed in a given community. Respondents in Port Alberni reported using (n=90): nicotine (81%), alcohol (59%), stimulants (59%), cannabis (57%) and opiates (46%).

With Gratitude

We would like to thank all those who participated in the Count process in Port Alberni this year, including;

- All the people currently experiencing homelessness who gave their time to respond to our survey and share their stories.
- All persons with lived and living experience of homelessness who formed part of survey teams.
- All staff and organizations who spent time on this project. For a complete list of agencies, please see the final report.
- Marcie DeWitt, who served to coordinate the Count in Port Alberni.



Engagement Summary Report

3027/3037 2nd Avenue
Proposed Supportive Housing
Port Alberni, BC

May 2025

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Purpose of the Report

The purpose of this Engagement Summary Report is to provide an overview of engagement that took place regarding BC Housing's proposed 55-unit supportive housing development at 2037/3037 2nd Avenue in Port Alberni. This report details how direct neighbours and businesses, as well as the wider community were engaged, key themes that emerged, as well as outcomes to support the project moving forward.

Background

BC Housing is proposing to build 55 new supportive homes in a 6-storey building on City-owned land at 3027 & 3037 2nd Avenue in Port Alberni. This proposed development is an important step to address the urgent need to offer culturally safe and accessible housing with supports and services to people experiencing homelessness in Port Alberni.

The proposed development requires rezoning. BC Housing submitted a rezoning application to the City of Port Alberni on February 3, 2025. This application is currently pending review by City Council.

On February 10, 2025, the City of Port Alberni Council released a council meeting summary including the following resolution:

"That staff prioritize the processing of the Zoning Amendment, Development Permit, and Building Permit applications for the proposed permanent supportive housing project located at 3027 and 3037 2nd Avenue."

Engagement Goals

- To engage during the rezoning phase with immediate neighbours, interested parties (IPs), and the wider community.
- To share information about proposed supportive housing, the planning process, and associated timelines.
- To build awareness about the importance and need for supportive housing in Port Alberni.
- To listen and respond to questions from community members about the proposed development.

Engagement Team and Partners

- Jennifer Fox, Regional Director
- Sarah Smith, Director, Regional Development
- Elsabe Fourie, Development Manager
- Crystal Paul, Indigenous Relations Advisor (IR)
- Jerry Michael, Coordinated Access and Assessment Manager
- Michelle Brossoit, Access and Assessment Coordinator
- Laura McLeod, Senior Communications Advisor (MRIM)
- Emily Kendy, Senior Communications Advisor
- Maggie Sheeshka, Senior Communications Specialist
- City of Port Alberni Director of Development Services-Deputy CAO
- Number Ten Architects

Introductory Communications – January-February 2025

Neighbour Letter

On January 28, 2025, BC Housing mailed a letter to 464 neighbours within a 200m radius of the proposed supportive housing at 3027/3037 2nd Ave (**Appendix A**). This letter included:

- An introduction to the proposed supportive housing project and the services to be provided
- An overview of the rezoning application and operator selection processes
- A commitment to host engagement opportunities in the near future
- A link to the Let's Talk Housing BC project webpage and direct email address for questions

Interested Parties (IPs) Emails

On January 28, 2025, BC Housing emailed 48 IPs in the immediate vicinity including the Uptown Merchants. This message included:

- An introduction to the proposed supportive housing project and the services to be provided
- An overview of the rezoning application and operator selection processes
- A commitment to host engagement opportunities in the near future
- A link to the Let's Talk Housing BC project webpage and direct email address for questions

First Nations Engagement

On February 3 and 4, 2025, BC Housing reached out directly to Chief Councilor Brandy Lauder of the Hupačasath First Nation, and Chief Councilor Ken Watts of the Tseshaht First Nations to develop collaborative relationships and to seek feedback on proposed designs (**Appendix B**).

Let's Talk Housing BC project webpage

On January 29, 2025, BC Housing launched a dedicated webpage with the full details about this project (letstalkhousingbc.ca/port-alberni-second-avenue). This page will continue to share the latest information on the project as well as community engagement opportunities. The page also invites public feedback via BC Housing's Community Relations email address (communityrelations@bchousing.org). As of the date of this report, we've responded to 16 queries through this email.

Community Open House Invitations and Promotion

On February 25, 2025, BC Housing mailed a follow-up letter to the same neighbours and IPs (**Appendix C**) with an invitation to an in-person open house for community, scheduled for Tuesday, April 1, 2025.

Additional event promotions included (**Appendix D**):

- Community board posters (City-led) were shared around the community
- Alberni Valley News ad ran the week of March 10, and again March 24 (BC Housing led)

BC Housing Community Relations Email

Contact information for BC Housing's Community Relations inbox at communityrelations@bchousing.org has been included on all notification and presentation materials to date. This has given community members and IPs the opportunity to ask questions, provide input on the project, and receive responses from BC Housing staff.

BC Housing will continue to monitor the community relations inbox and respond to inquiries throughout the project timeline.

Community Open House: April 1, 2025

On April 1, 2025, BC Housing hosted a Community Open House event for neighbours and the broader community of Port Alberni to learn more about the proposed supportive housing at 3027/3037 2nd Avenue.

The open house was hosted at the Best Western Plus Barclay Hotel Conference Centre in Port Alberni. This was a drop-in format. Poster boards (**Appendix E**) were situated throughout the room with members of the project team, including representatives from BC Housing, Number Ten Architectural

Group and the City of Port Alberni. Attendees were able to stop by at a time that was most convenient, view poster boards throughout the room and have one-on-one discussions with project team members.

Uptown Merchants' First Look (5:00 p.m. – 5:30 p.m.)

During planning for this event, BC Housing corresponded with the Uptown Merchants via email over several weeks, and as a result, a separate session was developed ahead of the community open house. This gave local businesses in the area the chance to have a first look at the proposed project details, and focused time with the project team to ask questions.

Approximately 13 Uptown Merchants came through during their half-hour 'first look' session. Common themes from attendees' questions included:

- What supportive housing is and how it works
- The expected timeline for the project
- Questions around the location and why it was chosen
- The process for operator selection

Community Open House (5:30 p.m. – 7:30 p.m.)

Doors opened for the wider community following the Uptown Merchants' First Look session.

Approximately 44 community members attended the open house. Common themes included:

- What supportive housing is and how it works
- The supports and services that will be available to residents
- Expected operations such as programming for residents
- Expectations regarding resident conduct
- Questions around how neighbourhood safety will be managed
- Housing First approach and harm-reduction strategies
- Questions around the location and why it was chosen
- The process for operator selection
- The expected timeline for the project

See the Engagement Outcomes section below for detailed responses to frequently asked questions.

Feedback and Surveys

All event attendees were invited to fill out feedback forms (**Appendix F**) and a survey (**Appendix G**) about the engagement. On April 8 and 9, 2025, BC Housing also emailed this survey to all open house attendees.

Of the 57 total attendees, 9 feedback forms and 9 surveys were received.

Of the feedback forms received, most were curious with concern around location and previous experiences with housing in Port Alberni.

The survey responses highlighted themes such as the need for accountability, the presence of Indigenous staff, and concerns about neighbourhood security. The tone of the responses was predominantly neutral, with one negative mention.

Engagement Outcomes

The combination of direct mail and email communications, a publicly accessible webpage and a community open house gave neighbours and other interested parties ample opportunity to learn more about the need for supportive housing in Port Alberni and the important role this project plays in helping meet that need.

In total, we reached out to **464** neighbours and **48** interested parties – by either direct mail or email – with project information, contact information and invitations to our community open house event. These communications resulted in **57** people engaging with us in person to ask questions and discuss the proposed supportive housing at 3027/3037 2nd Avenue. As of this report's writing, there have been over **285** visits from **436** visitors to the Let's Talk page.

Overall, BC Housing and our project partners aimed to produce communications and project information that was simplified in format and language to provide equitable, accessible and inclusive opportunities for learning, asking questions and voicing concerns. These communications and engagements allowed BC Housing to lay a foundation for strong relationships with neighbours and the community surrounding these much-needed supportive homes.

Questions & Answers

The following is a summary of key questions/concerns expressed during the Community Open House, as well as responses provided by the project team:

WHAT IS SUPPORTIVE HOUSING AND HOW DOES IT WORK?

Response: Supportive homes are deeply affordable studio apartments intended for people experiencing or at risk of homelessness who need supports to maintain their housing. Supportive housing includes two meals a day, laundry services and a variety of onsite services for residents.

WHAT ARE THE SUPPORTS AND SERVICES AVAILABLE FOR RESIDENTS?

Response: Supportive housing provides many onsite support services to residents, including:

- Daily meals
- Life and employment skills training
- Culturally appropriate services for Indigenous clients
- Individualized case planning
- Integrated health and wellness supports, including:
 - o Connections to mental health and community-based substance-use programs, in conjunction with health partners
 - o Overdose prevention and response programs
 - o Services focused on stabilization and connections to housing

WHAT IS EXPECTED OF RESIDENTS IN TERMS OF APPROPRIATE BEHAVIOUR?

Response: Tenants in supportive housing have rights and responsibilities under the Residential Tenancy Act. Residents would sign an addendum that addresses expectations about appropriate and respectful behavior, especially as it relates to the health and safety of themselves and others. Supportive housing providers rely on guest management policies and conduct wellness checks to protect both tenants and staff and support an inclusive and safe environment. The non-profit housing operator would work with residents and neighbours to foster good community relationships. This could include opportunities for engagement activities and volunteer programming (e.g. neighbourhood clean teams, etc.).

HOW WILL NEIGHBOURHOOD SAFETY BE MANAGED?

Response: The most important security feature, both for residents and the community, is staffing. This building would have a minimum of two staff on site 24/7 to ensure that residents are supported

and that any concerns are addressed in a timely manner. Security measures on the property would include camera monitoring, fencing and controlled access through a monitored single-point entry. We all want a safe community. While BC Housing and our non-profit operators are not funded to address community safety concerns beyond our properties, we remain committed to working with neighbours as well as partners who are best positioned to address safety issues beyond our housing sites. These include bylaw, law enforcement, or other emergency services.

WHAT ARE BC HOUSING'S HOUSING-FIRST APPROACH AND HARM REDUCTION STRATEGIES?

Response: BC Housing uses the widely recognized and proven Housing First approach. This approach recognizes that people are better able to improve their well-being if they are first housed. After a person can access a warm bed, washrooms and meals, they are in a better position to improve their physical and mental health, including substance-use recovery. If residents choose to use substances, we take a harm reduction approach, which means support staff would work with each person to use safely. The goal of harm reduction is to prevent the negative consequences of substance use and to improve health. Harm reduction acknowledges that many people may not be in a position to remain abstinent. The harm reduction approach meets people where they are at and provides an option to engage with peers, medical and social services in a non-judgmental way. Harm reduction approaches and programming are seen as a best practice for engaging with people who have substance use issues. If residents want to access treatment or recovery, staff will support them in accessing those services. The operator will also work closely with Island Health in determining best practices to ensure tenants are safe and healthy.

WHY WAS THIS LOCATION CHOSEN?

Response: The property was selected after consultation with local partners, including the City of Port Alberni. It is important for supportive housing to meet people where they are, in the community where they already live. Supportive housing must also be located close to services, amenities and transit. These things are essential for people who are transitioning out of homelessness and working towards a healthy, stable life. Land availability is also a major factor in choosing a location for supportive housing. The property at 3027 & 3037 2nd Avenue is City-owned, vacant and available.

WHAT IS THE PROCESS FOR OPERATOR SELECTION?

Response: BC Housing selects a non-profit operator through a fair and open process to manage the building and provide services to residents. Through this process, we have selected Lookout Housing Health Society to operate this proposed housing should it be approved by City Council.

WHAT IS THE EXPECTED TIMELINE FOR THIS PROJECT?

Response: A decision by City Council is estimated within a six-month window on submission of the rezoning application, which took place in February 2025. Should the housing be approved, the next steps include development permit and building permit phases, ahead of construction. Relevant timeline information will be posted to the Let's Talk page and shared with neighbours if/when confirmed.

Appendices

Appendix A: Announcement Letter, January 28, 2025



January 28, 2025

Neighbourhood Update

3027, 3037 2nd Avenue, Port Alberni

Hello Neighbour,

We are writing to announce that BC Housing is proposing to build 55-units of supportive housing at 3027 and 3037 2nd Avenue, in Port Alberni, with the support of the City of Port Alberni. This development is an important part of our continued effort to address the urgent need to offer safe, indoor housing to people experiencing homelessness in the community. The 2023 Point-in-Time (PIT) homeless count identified 163 people experiencing homelessness in Port Alberni.

About the Proposed Supportive Housing

Supportive housing is deeply affordable studio apartments. They are intended for people who need support to maintain their housing. Residents will pay shelter rates and sign a lease with an addendum that addresses expectations about appropriate and respectful behavior, especially as it relates to the health and safety of themselves and others. There will be a variety of health and safety services and supports onsite, including:

- Cultural 24/7 staffing and security
- Meal programs
- Life and employment skills training
- Health and wellness support

BC Housing will select a non-profit operator for this project through a fair and public process. They would be responsible for managing the building, the property, and providing support services to residents. The operator would also work to foster positive relationships and keep open communication with neighbours.

Community Engagement

Neighbours can watch out for engagement opportunities to be shared in the coming weeks. We encourage you to participate and share your thoughts and feedback as we continue to focus on delivering needed housing to people living in Port Alberni. The proposed development requires rezoning of the land that must be considered by City Council, and BC Housing will be submitting the rezoning application to the City on February 3, 2025.

More Information

To learn more, please visit our web page at: letstalkhousingbc.ca/port-alberni-second-avenue. You can also reach out at any time with questions or feedback by emailing communityrelations@bchousing.org.

Sincerely,
BC Housing

Appendix B: Letters to First Nations Chiefs



January 29, 2025

Chief Councilor Brandy Lauder
Hupačasath First Nation
5500 Ahahswinis Drive
Port Alberni, BC V9Y 8J9

Re: Proposed supportive housing project

3027, 3037 2nd Avenue, Port Alberni

Dear Chief Councilor Lauder,

I am reaching out to you and the Hupačasath First Nation to share that BC Housing is proposing to build 55 units of supportive housing at 3027 and 3037 2nd Avenue in Port Alberni, with the support of the City of Port Alberni. This development is an important part of our continued effort to address the urgent need to offer safe, indoor housing to people experiencing homelessness in the community. The 2023 Point-in-Time (PIT) homeless count identified 163 people experiencing homelessness in Port Alberni.

About the proposed supportive housing

Supportive housing is deeply affordable studio apartments. They are intended for people who need support to maintain their housing. Residents will pay shelter rates and sign a lease with an addendum that addresses expectations about appropriate and respectful behaviour. There will be a variety of health and safety services and supports onsite, including 24/7 staffing, meal programs, life and employment skills training and health and wellness supports.

BC Housing will select a non-profit operator for this project through a fair and public process. They would be responsible for managing the building and the property and providing support services to residents. The operator would also work to foster positive relationships and keep open communication with neighbours.

Invitation to meet with BC Housing

I would like to invite you to meet with our project leaders to discuss this housing proposal in more detail. Currently, we are available on **February 10 or 14 at 1:00 p.m.** Please let us know if either of these dates work for you. You can reach our Development Manager Elsabe Fourie directly at efourie@bchousing.org or **236-997-0379**.

For more project information, please visit letstalkhousingbc.ca/port-alberni-second-avenue.

Sincerely,

Sarah Smith
Director, Regional Development
BC Housing

January 29, 2025

Chief Councillor Ken Watts
Tseshah First Nation
5091 Tsuma-as Drive
Port Alberni, BC V9Y 8X9

Re: Proposed supportive housing project 3027, 3037 2nd Avenue, Port Alberni

Dear Chief Councillor Watts,

I am reaching out to you and the Tseshah First Nation to share that BC Housing is proposing to build 55 units of supportive housing at 3027 and 3037 2nd Avenue in Port Alberni, with the support of the City of Port Alberni. We acknowledge that the project is situated in the traditional, ancestral and unceded homelands of your Nation and peoples. This development is an important part of our continued effort to address the urgent need to offer safe, indoor housing to people experiencing homelessness in the community. The 2023 Point-in-Time (PiT) homeless count identified 163 people experiencing homelessness in Port Alberni.

About the Proposed Supportive Housing

Supportive housing is deeply affordable studio apartments. They are intended for people who need support to maintain their housing. Residents will pay shelter rates and sign a lease with an addendum that addresses expectations about appropriate and respectful behaviour. There will be a variety of health and safety services and supports onsite, including 24/7 staffing, meal programs, life and employment skills training and health and wellness supports.

BC Housing will select a non-profit operator for this project through a fair and public process. They would be responsible for managing the building, the property, and providing support services to residents. The operator would also work to foster positive relationships and keep open communication with neighbours.

Invitation to meet with BC Housing

I would like to invite you to meet with our project leaders to discuss this housing proposal in more detail. Currently, we are available on **February 10 or 14 at 1:00 p.m.** Please let us know if either of these dates work for you. You can reach our Development Manager Elsabe Fourie directly at efourie@bchousing.org or **236-997-0379**.

For more project information, please visit letstalkhousingbc.ca/port-alberni-second-avenue.

Sincerely,

Sarah Smith 
Director, Regional Development
BC Housing

Appendix C: Open House Invitation, February 25, 2025



February 25, 2025

Neighbourhood Update

3027, 3037 2nd Avenue, Port Alberni

Hello Neighbour,

We are writing as a follow up to our Jan 28 letter to invite you to a Community Open House to learn more about the proposed Supportive Housing at 3027 and 3037 2nd Avenue in Port Alberni. The rezoning application for this proposed project was submitted to the City on February 3, 2025.

In-Person Community Open House Event

Join us in person to learn more, meet with project team members and ask questions about the project.

- **Date:** Tuesday, April 1, 2025
- **Location:** Best Western Barclay Hotel (Ballroom), 4277 Stamp Ave, Port Alberni
- **Time:** 5:30 p.m. – 7:30 p.m.
- **RSVP at:** second-avenue-open-house.eventbrite.ca

Registration is appreciated to help with planning.

More Information

This development is an important part of our continued effort to address the urgent need to offer safe, indoor housing to people experiencing homelessness in the community.

To learn more, please visit our web page at: letstalkhousingbc.ca/port-alberni-second-avenue. You can also reach out at any time with questions or feedback by emailing communityrelations@bchousing.org.

Sincerely,
BC Housing

Appendix D: Additional Promotional Material (Poster & Newspaper Ad)

Community Open House

3027 and 3037 2nd Avenue, Port Alberni

BC Housing is proposing to build **55-units of supportive housing** at 3027 and 3037 2nd Avenue in Port Alberni.

Learn more at our community open house:

Date: Tuesday, April 1st
Time: 5:30pm-7:30pm
Location: Best Western Barclay Hotel (Ballroom)



Scan here to register or visit:
letstalkhousingbc.ca/port-alberni-second-avenue



Community Open House

3027 and 3037 2nd Avenue, Port Alberni



BC Housing is proposing to build **55-units of supportive housing** at 3027 and 3037 2nd Avenue in Port Alberni.

Learn more at our community open house:

Date: Tuesday, April 1st
Time: 5:30pm-7:30pm
Location: Best Western Barclay Hotel (Ballroom)



Scan here to register or visit:
letstalkhousingbc.ca/port-alberni-second-avenue

Appendix E: Open House Poster Boards

letstalkhousingbc.ca/47074/widgets/205257/documents/153523

Appendix F: Feedback Form



Community Open House Comment Form

3027, 3037 2nd Avenue, Port Alberni

BC Housing plans to build a 55-unit supportive housing complex at 3027 & 3037 2nd Avenue. This project aims to provide safe and accessible housing with services for people experiencing homelessness in Port Alberni.

Your feedback is important

All comments from this event will be included in a community engagement report, which will be posted on the project webpage at letstalkhousingbc.ca/port-alberni-second-avenue.

[illegible]

Thank you for sharing your thoughts!

Appendix G: Survey and Responses

BC Housing Survey: 3027 and 3037 2nd Avenue Port Alberni - Community Open House

Thank you for your participation at our open house. We value your feedback.
If you have any further questions or concerns, please reach out to communityrelations@bchousing.org

1. What brought you here today? (Choose all that apply)

- ☐ I care about the topic
- ☐ I like in the neighbourhood
- ☐ I'm affiliated with a local business
- ☐ I wanted to learn more about the project
- ☐ I wanted to learn more about the operator
- ☐ I wanted to provide feedback about the project and community interests
- ☐ I wanted to hear and share opinions with other community members

2. Were your questions about the project answered? (Choose any one option)

- ☐ Yes
- ☐ Mostly
- ☐ Somewhat
- ☐ No

3. Was the information shared clear and easy to understand? (Choose any one option)

- ☐ Yes
- ☐ Mostly
- ☐ Somewhat
- ☐ No

4. Did you feel able to express your views/that you were heard? (Choose any one option)

- ☐
- ☐
- ☐
- ☐

5. Did attending the open house grow your understanding of supportive housing and its role in addressing homelessness? (Choose any one option)

Yes

Mostly

Somewhat

No

6. Do you have any other questions you would like to submit?

7. Was there anything missing from today's open house that you would like to have seen or heard?

1. Was there anything missing from today's open house that you would like to have seen or heard?

Various responses including the need to hear from the City, accountability from those in charge, and more representatives from Port Alberni.

2. Do you have any other questions you would like to submit?

Questions ranged from neighborhood security to the presence of Indigenous staff.

3. Did attending the open house grow your understanding of supportive housing and its role in addressing homelessness?

Responses were "Mostly" (2 respondents), "Somewhat" (4 respondents), and "No" (1 respondent).

4. Did you feel able to express your views/that you were heard? (Choose any one option)

A few respondents felt somewhat heard. The majority felt "Mostly" (2 respondents), with some feeling "Somewhat" (2 respondents), and "No" (1 respondent).

5. Was the information shared clear and easy to understand? (Choose any one option)

Responses were "Mostly" (2 respondents), "Somewhat" (2 respondents), and "No" (1 respondent).

6. Were your questions about the project answered? (Chose any one option)

Responses included "Mostly" (2 respondents), "Somewhat" (4 respondents), and "No" (1 respondent).

7. What brought you here today? (Choose all that apply)

Common reasons for attendance included caring about the topic, affiliation with a local business, living in the neighbourhood, and wanting to provide feedback about the project and community interests.

Community Open House Comment Form

3027, 3037 2nd Avenue, Port Alberni

BC Housing plans to build a 55-unit supportive housing complex at 3027 & 3037 2nd Avenue. This project aims to provide safe and accessible housing with services for people experiencing homelessness in Port Alberni.

Your feedback is important

All comments from this event will be included in a community engagement report, which will be posted on the project webpage at letstalkhousingbc.ca/port-alberni-second-avenue.

I'm here today to represent
Gayle's Fashions @
5262 Argyle St.
Project looks very promising
& positive
Would love to be kept up to
date on how it's all coming
together
<gaylesfashion@shaw.ca>

Thank you for sharing your thoughts!

Ihx, Gayle

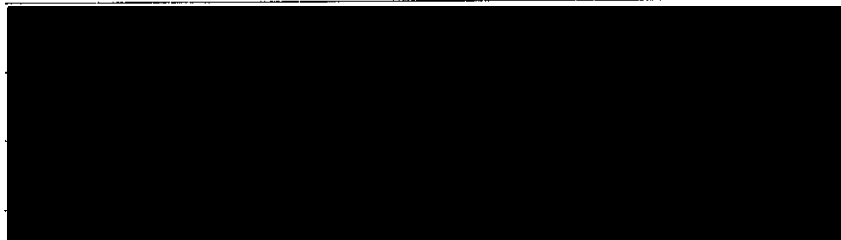
Community Open House Comment Form

3027, 3037 2nd Avenue, Port Alberni

BC Housing plans to build a 55-unit supportive housing complex at 3027 & 3037 2nd Avenue. This project aims to provide safe and accessible housing with services for people experiencing homelessness in Port Alberni.

Your feedback is important

All comments from this event will be included in a community engagement report, which will be posted on the project webpage at letstalkhousingbc.ca/port-alberni-second-avenue.



Tiny homes
Home on 8th
Good example of what
not to do

Thank you for sharing your thoughts!

Community Open House Comment Form

3027, 3037 2nd Avenue, Port Alberni

BC Housing plans to build a 55-unit supportive housing complex at 3027 & 3037 2nd Avenue. This project aims to provide safe and accessible housing with services for people experiencing homelessness in Port Alberni.

Your feedback is important

All comments from this event will be included in a community engagement report, which will be posted on the project webpage at letstalkhousingbc.ca/port-alberni-second-avenue.

I do not think this is a great idea
we live across the street from where
the proposed facility is suppose to be We have
put up with the Port Pub & heard no good things
by the police station supportive housing is. We ^{have} ~~live~~
lived here many years & it is slowly cleaning up
We do not want this facility here there
must be a better place for it 😊
Somewhere away from the public & businesses

Thank you for sharing your thoughts!

Community Open House Comment Form

3027, 3037 2nd Avenue, Port Alberni

BC Housing plans to build a 55-unit supportive housing complex at 3027 & 3037 2nd Avenue. This project aims to provide safe and accessible housing with services for people experiencing homelessness in Port Alberni.

Your feedback is important

All comments from this event will be included in a community engagement report, which will be posted on the project webpage at letstalkhousingbc.ca/port-alberni-second-avenue.

Encouraging news for a large need in community.

Would appreciate a more fulsome conversation about coordinated access and assessment to determine criteria for acceptance.



Thank you for sharing your thoughts!

Community Open House Comment Form

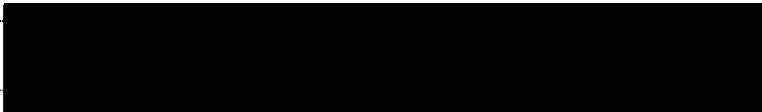
3027, 3037 2nd Avenue, Port Alberni

BC Housing plans to build a 55-unit supportive housing complex at 3027 & 3037 2nd Avenue. This project aims to provide safe and accessible housing with services for people experiencing homelessness in Port Alberni.

Your feedback is important

All comments from this event will be included in a community engagement report, which will be posted on the project webpage at letstalkhousingbc.ca/port-alberni-second-avenue.

This is so being proposed in the wrong location



Thank you for sharing your thoughts!

Community Open House Comment Form

3027, 3037 2nd Avenue, Port Alberni

BC Housing plans to build a 55-unit supportive housing complex at 3027 & 3037 2nd Avenue. This project aims to provide safe and accessible housing with services for people experiencing homelessness in Port Alberni.

Your feedback is important

All comments from this event will be included in a community engagement report, which will be posted on the project webpage at letstalkhousingbc.ca/port-alberni-second-avenue.

I work at a business on 3rd Ave. I am concerned with this proposal due to when the Port Pub Hotel was open. Lots of crime and drugs. Throwing people out of the store I work in due to being high. A couple of O's at my job.

I just don't understand because the possibility of this all coming back when it has just been cleaned up.

People's property values will go down in price as well.

Thank you for sharing your thoughts!

Community Open House Comment Form

3027, 3037 2nd Avenue, Port Alberni

BC Housing plans to build a 55-unit supportive housing complex at 3027 & 3037 2nd Avenue. This project aims to provide safe and accessible housing with services for people experiencing homelessness in Port Alberni.

Your feedback is important

All comments from this event will be included in a community engagement report, which will be posted on the project webpage at letstalkhousingbc.ca/port-alberni-second-avenue.

Gross that you would put a addiction population
that close to a Government/Taxpayer funded dragon
and that close to the jewel of port alberni
of the harbor Key. That's all this town
has for hope is the Quay, don't destroy it!

my advice is extend a bus route, build
army barracks style and help them there!

Thank you for sharing your thoughts!

Community Open House Comment Form

3027, 3037 2nd Avenue, Port Alberni

BC Housing plans to build a 55-unit supportive housing complex at 3027 & 3037 2nd Avenue. This project aims to provide safe and accessible housing with services for people experiencing homelessness in Port Alberni.

Your feedback is important

All comments from this event will be included in a community engagement report, which will be posted on the project webpage at letstalkhousingbc.ca/port-alberni-second-avenue.

This is a big housing unit, it will address some of the problems around homelessness. Homelessness has many facets as to why someone is in that situation, some face poverty due to the high cost of living, some have mental health issues, some have addictions either related to legal or illegal drugs, some trauma related. How do we address all this in a way so everyone is "safe" the neighborhoods around are becoming victimized by the homeless to address their habits, the Justice system needs to be looked at, the Health system needs to be looked at, the well being of every person is important homeless or not, you can't build something without taking into consideration all that surrounds something like this - is it fixing a problem or just moving it to a different location.

Thank you for sharing your thoughts!

Community Open House Comment Form

3027, 3037 2nd Avenue, Port Alberni

BC Housing plans to build a 55-unit supportive housing complex at 3027 & 3037 2nd Avenue. This project aims to provide safe and accessible housing with services for people experiencing homelessness in Port Alberni.

Your feedback is important

All comments from this event will be included in a community engagement report, which will be posted on the project webpage at letstalkhousingbc.ca/port-alberni-second-avenue.

This development is in the wrong area of Port Alberni. It should be located where the other buildings are on 9th ave & Maitland.

Thank you for sharing your thoughts!

Community Open House Comment Form

3027, 3037 2nd Avenue, Port Alberni

BC Housing plans to build a 55-unit supportive housing complex at 3027 & 3037 2nd Avenue. This project aims to provide safe and accessible housing with services for people experiencing homelessness in Port Alberni.

Your feedback is important

All comments from this event will be included in a community engagement report, which will be posted on the project webpage at letstalkhousingbc.ca/port-alberni-second-avenue.



strongly oppose

TINY homes, home on 8th

Good example of what ~~is~~

NOT TO DO

Thank you for sharing your thoughts!

CITY OF PORT ALBERNI

BYLAW NO. 5136

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

- 1.1 This Bylaw may be known and cited for all purposes as "**Official Community Plan Amendment (3027 2nd Avenue), Bylaw No. 5136**".

2. Official Community Plan Map Amendments

Respecting Lot 1, Block 72, District Lot 1, Alberni District, Plan EPP143827 (PID: 032-512-945) located at **3027 2nd Avenue**, and 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 'General Commercial' 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 by removing the property from 'Development Permit Area No. 2 General Commercial' and adding the property into '**Development Permit Area No. 1 Multi-Family Residential**'.

3. Official Community Plan Text Amendments

- 3.1 Add the following text to the end of Section D: Plan Policies, 4.0 Residential, Multi-Family Housing:

"Supportive housing can be permitted within the Multi-Family Residential for specialty housing that address community housing needs. Such housing may include congregate care with integrated support services in the MFR land use designation through site-specific zoning."

- 3.2 Add the following text to Section D: Plan Policies, 4.3 Multi-Family Residential (MFR):

“6. To enable supportive housing, including congregate care, to be located in the Multi-Family Residential (MFR) land use designation through site-specific zoning.”

- 3.3 Delete the following text from Section D: Plan Policies, 4.3 Multi-Family Residential (MFR):

“2. (except congregate care which should be located within the Institutional designation)”.

READ A FIRST TIME this day of , 2025.

READ A SECOND TIME this day of , 2025.

A PUBLIC HEARING WAS HELD this day of , 2025.

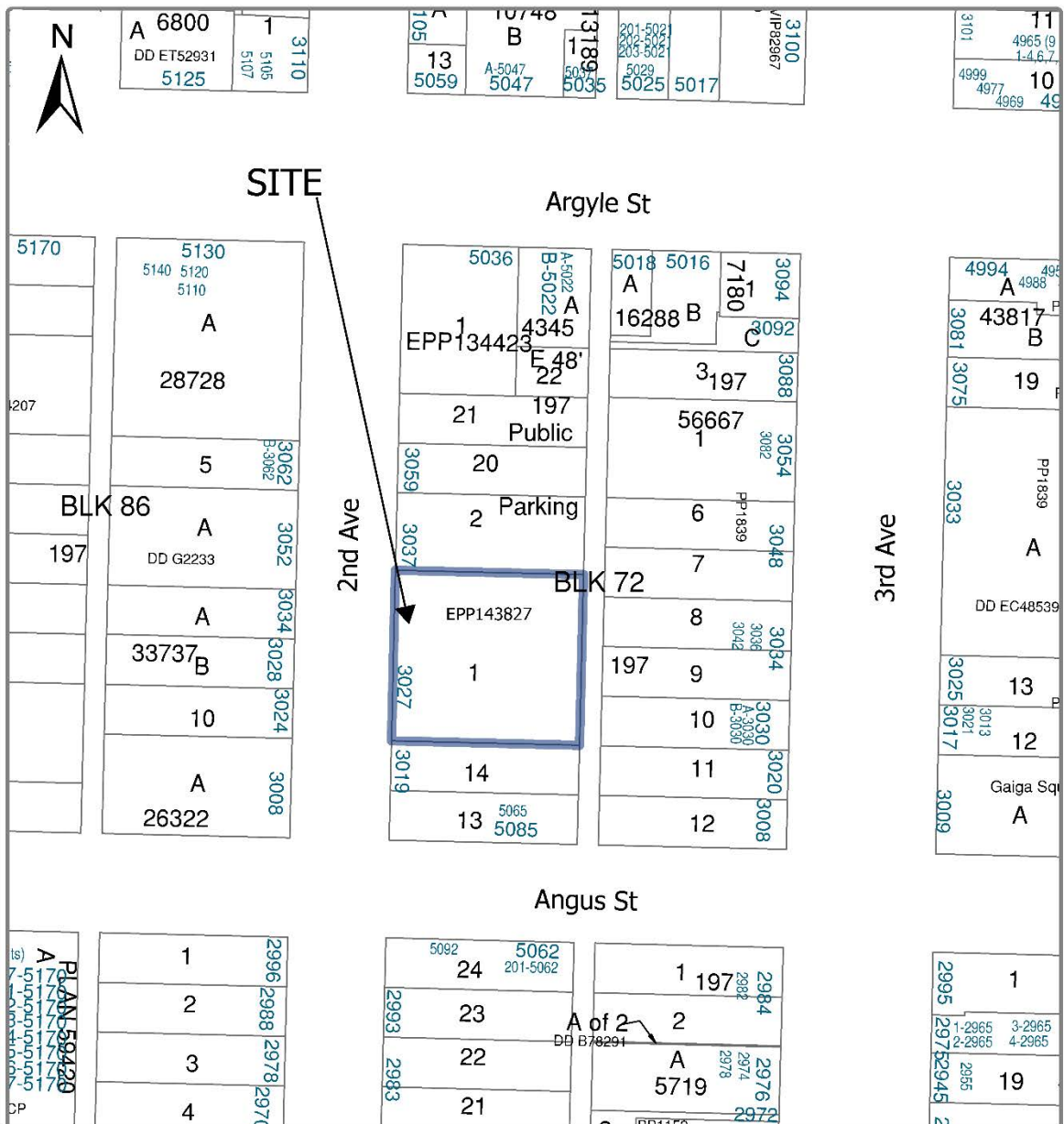
READ A THIRD TIME this day of , 2025.

FINALLY ADOPTED this day of , 2025.

Mayor

Corporate Officer

SCHEDULE 'A' to BYLAW 5136



CITY OF PORT ALBERNI

BYLAW NO. 5137

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

- 1.1 This Bylaw may be known and cited for all purposes as “**Zoning Amendment (3027 2nd Avenue), Bylaw No. 5137**”.

2. Zoning Text Amendments:

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

“CD7 Comprehensive Development – 3027 2nd Avenue”

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

CD7 – COMPREHENSIVE DEVELOPMENT – MULTI FAMILY RESIDENTIAL INFILL - 3027 2nd Avenue

- 8.7 The purpose of this zone is to enable a multi-family infill housing development with on-site support services at 3027 2nd Avenue.

8.7.1 Permitted Uses

Principal Uses

Multiple family dwellings
Supportive Housing

Accessory Uses

Office
Medical Services
Social Service Centre

8.7.2 Site Development Regulations

Minimum Lot Area	1,300 m ²	(13,993 ft ²)
Minimum Frontage	30m	(180.4 ft)
Maximum Coverage	70%	
Minimum Setbacks:		
Front yard	0 m	
Rear yard	0 m	
Side yard	1.5 m	(4.9 ft)
Maximum Floor Area Ratio	2.6	
Maximum Height, Principal Building	17.5m	(57.4 ft)

8.6.3 Conditions of Use

- (a) Occupancy of *dwelling units* is restricted to *Residential Rental Tenure*.
- (b) Notwithstanding any other provision of the Bylaw, on-site parking shall be provided at a rate of 0.25 spaces per *dwelling unit*.
- (c) Notwithstanding any other provision of the Bylaw, the amount of Useable Open Space required shall be 230 m².

3. Zoning Map Amendment

- 3.1 The property legally described as Lot 1, Block 72, District Lot 1, Alberni District, Plan EPP143827 (PID: 032-512-945), and located at 3027 2nd Avenue, as shown outlined in heavy line on Schedule "A" attached hereto and forming part of this bylaw, is hereby rezoned from 'C7 Core Business' to 'CD7 Comprehensive Development – 3027 2nd Avenue'.
- 3.2 Schedule "A" (Zoning 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 day of , 2025.

READ A SECOND TIME this day of , 2025.

A PUBLIC HEARING WAS HELD this day of , 2025.

READ A THIRD TIME this day of , 2025.

FINALLY ADOPTED this day of , 2025.

Mayor

Corporate Officer

Schedule "A" to Bylaw No. 5137



RECEIVED

OCT 30 2025

CITY OF PORT ALBERNI

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

File # _____ **RCM Nov 10**
0390-26-AVICC

From: AVICC Info <info@avicc.ca>

Sent: October 29, 2025 3:43 PM

To: Theresa Dennison <tdennison@avicc.ca>

Subject: 2026 AVICC AGM & Convention - Resolutions, Nominations, Sessions and Students

Please forward to elected officials, the CAO and Corporate Officer:

The [2026 AVICC AGM & Convention](#) will be held in Victoria from Friday April 24 to Sunday April 26 at the Victoria Conference Centre. The City of Victoria was our host, and we thank them for supporting the Association. Information about activities in Victoria is available at [Tourism Victoria](#). AVICC is grateful to be guests in the lands of the ləkʷəŋən People, known today as the [Songhees Nation](#) and the [Xwsepsum \(Esquimalt\) Nation](#), who have a long-standing relationship with the land and waters since time immemorial that continues to this day.

[2026 Accommodation Information](#) has been posted on our website. When planning your stay in Victoria, please remember that pre-convention workshops and tours will be offered for those interested on the morning of Friday, April 24th, usually starting at 8:30 a.m. The official convention opening is at 2:00 p.m. on Friday, April 24th, and the conference finishes at noon on Sunday, April 26th, 2026.

Please find attached documents relating to the 2026 AVICC AGM & Convention for your consideration and action. Further information, and copies of these documents are also available on our website at the links below:

1. [Call for Resolutions: Deadline February 12, 2026](#)

The AVICC Executive has put out a first call for resolutions to be considered at the 2026 convention. AVICC members may now submit Board or Council endorsed resolutions following the requirements outlined in the call for resolutions below. **The deadline to submit resolutions is 4:30 p.m. on Thursday February 12, 2026.**

2. [Call for Nominations: Deadline February 12, 2026](#)

The AVICC Executive is putting out a first call for nominations for elected officials to serve on the 2026/2027 AVICC Executive Committee. **The deadline to submit nominations is 4:30 p.m., on Thursday February 12, 2026.**

3. [2026 AVICC Session Proposal Process: Deadline December 4, 2025](#)

Is there a topic you'd like to hear about? Do you have a speaker you'd like to suggest? Submit your proposal by **December 4, 2025** to info@avicc.ca. The AVICC

Executive will review all submissions at the December and January AVICC Executive meetings.

4. **2026 Student Delegate Program: Deadline January 16, 2026**

It is important for current local leaders to engage with the youth in their communities to encourage higher civic engagement and ultimately, to increase interest in pursuing a career within local government. The AVICC Executive would like to encourage members to invite interested local secondary or post-secondary students to apply to attend the Convention business sessions in 2026. AVICC will waive the registration fee and reimburse 50% of the travel expenses up to a maximum of \$1000 per successful student applicant. The sponsoring member local government will be responsible for working with the student to arrange travel and cover additional expenses. To sponsor a student in your community, please work with them to complete and submit the attached 2026 AVICC AGM & Convention Student Participation Application by **Friday, January 16th, 2026**.

To make the content of the annual AVICC Convention more widely available, the AVICC Executive has once again decided that, for the 2026 Convention, we will record some of the sessions to make them available for a limited time after the convention. In addition, elections for the 2026/27 AVICC Executive Committee will be open to all members, not just those in attendance at the in-person convention. Registration will be available in February, and further detailed information about the convention will be communicated to members and posted on our [website](#) as it becomes available.

If you require assistance, or if you have any questions, please feel free to reach out to Theresa Dennison at tdennison@avicc.ca. We look forward to seeing you in Victoria!

Association of Vancouver Island and Coastal Communities
236.237.1202
info@avicc.ca
www.avicc.ca



The AVICC acknowledges that we are grateful to live, work, and play on the traditional territories of the Coast Salish, Nuu-Chah-Nulth and Kwak-Waka'wakw Peoples



2026 AGM & CONVENTION

RESOLUTIONS NOTICE REQUEST FOR SUBMISSIONS

The AVICC Executive is calling for resolutions to be considered at the 2026 AGM and Convention that, subject to public health order restrictions, will be held in Victoria at the Victoria Conference Centre as an in-person event from **April 24-26, 2026**. Members are asked to submit resolutions that meet the requirements outlined in the following pages.

DEADLINE FOR RESOLUTIONS:

AVICC must receive all resolutions by: **4:30 pm, Thursday, February 12, 2026**

IMPORTANT SUBMISSION REQUIREMENTS

To submit a resolution to the AVICC for consideration please send a copy of the resolution as a **WORD DOCUMENT** by email to info@avicc.ca by the deadline. AVICC staff will confirm receipt of the submission via email. If confirmation is not received within 3 business days, the resolution sponsor should follow up by phone at 236-237-1202. A mailed hard copy of the resolution is no longer required.

AVICC's goal is to have resolutions that can be clearly understood and that have specific actions. If a resolution is endorsed, its "therefore clause" will form the basis for advocacy work with other levels of government and agencies. Detailed guidelines for preparing a resolution follow, but the basic requirements are:

- Resolutions are only accepted from AVICC member local governments and First Nations and must have been endorsed by the Board or Council of that member.
- **Each member may submit a maximum of three (3) resolutions (updated August 2025).**
- Members are responsible for submitting accurate resolutions. AVICC recommends that local government staff assist in drafting the resolutions, in checking the accuracy of legislative references, and be able to answer questions from AVICC & UBCM about each resolution. If necessary, please contact AVICC staff for assistance in drafting the resolution.
- Each resolution **must include a separate backgrounder** that is a maximum of 3 pages and specific to a **single** resolution. Each resolution submitted must have a separate backgrounder; do not combine backgrounders into a single document. The backgrounder may include links to other information sources and reports.
- Sponsors should be prepared to speak to their resolutions at the Convention. **Each sponsor will be given 2 minutes to introduce their resolution (updated August 2025)**
- Resolutions must be relevant to other local governments within AVICC rather than specific to a single member government.
- The resolution must have at least one "whereas" clause and **should not contain more than two "whereas" clauses**. Each whereas clause must have only one sentence.

LATE AND OFF THE FLOOR RESOLUTIONS

- A resolution submitted after the regular deadline is treated as a "Late Resolution". The Resolutions Committee **only** recommends Late Resolutions for debate if the topic was not known prior to the regular deadline date, or if it is emergency in nature.
- Late Resolutions must be received by AVICC by **noon on Wednesday, April 22nd, 2026**.
- Late Resolutions are not included in the Resolutions Package sent out to members before the Convention. They are included in the Report on Late Resolutions that is distributed on-site.
- Off the Floor Resolutions are considered after all resolutions in the Resolutions Book and all Late Resolutions have been considered. Off the Floor Resolutions must be submitted in writing to the Chair of the Resolutions Session as soon as practicable, and copies must be made available to all delegates no later than 9:00 am on Sunday morning. Contact AVICC staff for more information about how to organize an Off the Floor Resolution for consideration.
- The full Convention Rules, including detailed information about the process for Late and Off the Floor Resolutions, will be published and distributed to members in advance of the Convention.

AVICC RESOLUTIONS PROCEDURES

UBCM urges members to submit resolutions to their Area Association for consideration. Resolutions endorsed at the AVICC annual meeting, except those that are considered to be regional in nature by UBCM, are submitted automatically to UBCM for consideration.

A resolution deemed by UBCM to be specific to the AVICC region is considered a Regional Resolution and if endorsed, it will not be automatically submitted to UBCM for consideration at the UBCM annual meeting, and instead will remain with AVICC, where it may be actioned.

UBCM has observed that submitting resolutions first to an Area Association results in better quality resolutions overall. Local governments may submit Council- or Board-endorsed resolutions directly to UBCM prior to **June 15th, 2025**. Detailed instructions are available on the UBCM website.

AVICC RESOLUTIONS PROCESS

1. Members submit resolutions to AVICC for debate. All resolutions submitted to AVICC are forwarded to UBCM staff for analysis, comment, and recommendations.
2. For some resolutions which focus on issues specific to the AVICC region, UBCM will indicate that they are considered a Regional Resolution and that it won't be admitted to UBCM for debate should it be endorsed. AVICC will work with local governments to address issues identified by UBCM staff to ensure the resolution reflects the intention of the local government.

3. The AVICC Resolutions Committee reviews and finalizes the recommendations, and the Resolutions Book is published and sent to members in advance of the annual meeting.
4. AVICC conveys any Regional Resolutions endorsed at their annual meeting to the appropriate level of government, or takes other action as determined by the AVICC Executive. AVICC will forward any response to the regional resolution sponsor.
5. AVICC submits all other resolutions endorsed at its Convention to UBCM.
6. The UBCM Resolutions Committee reviews the resolutions for submission to its Convention. Please note that the UBCM Bylaws were updated at the 2025 UBCM Convention as included as **Appendix A** with this document.
7. Resolutions endorsed at the UBCM Convention are submitted by UBCM to the appropriate level of government for response.
8. UBCM will forward the response to the resolution sponsor for review.

UBCM BYLAW & RESOLUTIONS PROCESS UPDATE

At their 2025 UBCM Convention, members endorsed ***ER1: Extraordinary Resolution to Amend the UBCM Bylaws to Streamline the Resolutions Process***. The changes to UBCM's Bylaws will impact how resolutions endorsed at AVICC are considered after they are sent to the UBCM Resolutions Committee. Please note the following changes to the UBCM Bylaws [15.(c)]:

- The Resolutions Committee **shall determine which Annual Resolutions will be included for consideration by the membership at Convention;**
- **Any Annual Resolution that falls under one or more of the following criteria, as determined by the Resolutions Committee, will be excluded from consideration by the membership at Convention:**
 - Resolution is existing UBCM policy (as set by the membership endorsing or not endorsing a previous resolution or policy paper);
 - Resolution is outside of the scope of BC local governments and member First Nations;
 - Resolution is within the scope of BC local governments and member First Nations, but does not meet UBCM criteria for format or clarity; or
 - Resolution is regional in focus.

ER1 in its entirety and the rationale provided by the UBCM Executive has been included as **Appendix A** with this document.

The AVICC Executive is currently evaluating our own resolutions process. The 2026 Convention Rules & Procedures for handling Resolutions, including detailed information about the process for Late and Off the Floor Resolutions, will be published and distributed to members in advance of the Convention.

AVICC & UBCM RESOLUTIONS GUIDELINES

The Construction of a Resolution:

All resolutions contain a preamble – the whereas clause(s) – and an enactment clause. The preamble describes *the issue* and the enactment clause outlines *the action being* requested of AVICC and/or UBCM. A resolution should answer the following three questions:

- a) What is the problem?
- b) What is causing the problem?
- c) What is the best way to solve the problem?

Preamble:

The preamble begins with "WHEREAS" and is a concise sentence about the nature of the problem or the reason for the request. It answers questions (a) and (b) above, stating the problem and its cause, and should explain, clearly and briefly, the reasons for the resolution.

The preamble should contain **no more than two "WHEREAS" clauses**. Supporting background documents can describe the problem more fully if necessary. **Do not add extra clauses.**

There should be only one sentence per WHEREAS clause.

Enactment Clause:

The enactment clause begins with the phrase "Therefore be it resolved" and is a concise sentence that answers question (c) above, suggesting the best way to solve the problem. **The enactment should propose a specific action by AVICC and/or UBCM.**

Keep the enactment clause as short as possible, and clearly describe the action being requested. The wording should leave no doubt about the proposed action. Consider whether the resolution relates to all local governments, or is specific to municipalities, regional districts and/or First Nations, and use the appropriate language.

HOW TO DRAFT A RESOLUTION

1. Address one specific subject in the text of the resolution.

Because your community seeks to influence attitudes and inspire action, limit the scope of a resolution to one specific subject or issue. If there are multiple topics in a resolution, the resolution may be sent back to the sponsor to rework and resubmit.

2. For resolutions to be debated at UBCM, focus on issues that are province-wide.

The issue identified in the resolution should be relevant to other local governments across BC. This will support productive debate and assist UBCM to represent your concern effectively to the provincial or federal government on behalf of all BC local governments. Local governments are welcome to submit resolutions that address issues specific to the AVICC region. A resolution that addresses a topic specific to the AVICC region may not be entered for debate during the UBCM Convention but may be actioned by the AVICC Executive if endorsed.

3. Use simple, action-oriented language.

Explain the background briefly and state the desired action clearly. Delegates can then debate the resolution. Resolutions that are unclear or that address multiple topics may end up with amendments at the Convention.

4. Check legislative references for accuracy.

Research the legislation on the subject so the resolution is accurate. Where necessary, identify:

- the correct jurisdictional responsibility (responsible ministry or department, and whether provincial or federal government); and
- the correct legislation, including the title of the Act or regulation.

5. Provide factual background information.

Even a carefully written resolution may not be able to convey the full scope of the problem or the action being requested. Provide factual background information to ensure that the intent of the resolution is fully understood for the purpose of debate and UBCM (or AVICC for Regional Resolutions) can advocate effectively with other levels of government and agencies.

Each resolution **must include a separate background** that is a maximum of 3 pages and specific to a single resolution. Do not submit a single background relating to multiple resolutions. The background may include links to other information sources and reports.

Resolutions submitted without background information **will not be considered** until the sponsor has provided adequate background information. This could result in the resolution being returned and having to be resubmitted.

6. Construct a brief, descriptive title.

A title identifies the intent of the resolution. It is usually drawn from the "enactment clause" of the resolution. For ease of printing in the Annual Report and Resolutions Book and for clarity, a title should be no more than three or four words.

TEMPLATE FOR A RESOLUTION

Whereas << *this is the area to include an issue statement that outlines the nature of the problem or the reason for the request* >> ;

And whereas << *if more information is useful to answer the questions - what is the problem? what is causing the problem?>> :*

Therefore be it resolved that **AVICC and/or UBCM** << *specify here the **action(s)** that AVICC **and/or** UBCM are being asked to take on, and what government agency the associations should be contacting to solve the problem identified in the *whereas* clauses. For regional resolutions, only AVICC may take action, and for all other resolutions, AVICC and UBCM may take action* >>

- **If absolutely necessary**, there can be a second enactment clause (the “therefore” clause that specifies the action requested) with the following format:

And be it further resolved that **AVICC and/or UBCM** << *specify any additional specific actions needed to address the problem identified in the *whereas* clauses* >>

Section ER

ER1 **Extraordinary Resolution to Amend the UBCM Bylaws to Streamline the Resolutions Process**

UBCM Executive

Whereas the large number of resolutions submitted by UBCM members—more than 200 annually— results in a wide range of policy positions, rendering it challenging for UBCM to focus its advocacy efforts;

And whereas a reduction in the number and breadth of policy positions adopted annually by the membership would enable UBCM to advocate more effectively, by focusing time and resources on issues with significant province-wide impact on local governments and member First Nations:

Therefore be it resolved that Section 15(c) of the UBCM Bylaws be amended by adding the text in bold type as follows, to enable the Resolutions Committee to apply filters to determine which resolutions may be included for consideration by the membership at Convention:

15. COMMITTEES (Other than Nominating Committee):

(c) The Resolutions Committee:

- shall examine all Annual Resolutions regularly submitted to the Convention;
- **shall determine which Annual Resolutions will be included for consideration by the membership at Convention;**
- shall recommend in favour of or against the Annual Resolutions respectively;
- may correlate Annual Resolutions; and
- may recommend amendments.

Any Annual Resolution may be referred by the Convention to the Resolutions Committee either alone or with new resolutions for study and report to the Convention.

Any Annual Resolution that falls under one or more of the following criteria, as determined by the Resolutions Committee, will be excluded from consideration by the membership at Convention:

- Resolution is existing UBCM policy (as set by the membership endorsing or not endorsing a previous resolution or policy paper);
- Resolution is outside of the scope of BC local governments and member First Nations;
- Resolution is within the scope of BC local governments and member First Nations, but does not meet UBCM criteria for format or clarity; or
- Resolution is regional in focus.

UBCM Resolutions Committee Recommendation: **Endorse**

UBCM Resolutions Committee Comments:

The Resolutions Committee is seeking membership approval of this Extraordinary Resolution to reduce the volume of resolutions received and considered each year and improve the quality of resolutions considered.

Lens #1 - Resolutions that reaffirm existing policy

The Committee proposes that any resolution that aligns with resolutions already endorsed or not endorsed by the membership should be received rather than put forward for further consideration by the membership. The current intent of the Resolutions Committee is that a 5 year window would be adopted to establish existing policy under this lens.

Lens #2 - Resolutions outside of local government scope

The Committee suggests that limiting resolutions for consideration to those that directly relate to local government service delivery will strengthen the efficacy and credibility of UBCM's advocacy.

Lens #3 - Resolutions that are unclear or poorly formatted

UBCM staff and the Resolutions Committee currently expend considerable time working with the sponsors to help them to clarify and format their resolutions. Removing this function will encourage those drafting resolutions to meet established standards for clarity and better resolutions.

Lens #4 - Resolutions that are regional in focus

Resolutions for consideration at UBCM should have a province-wide focus. Resolutions that are regional in focus should be considered and acted upon by Area Associations.

The Committee proposes to include all resolutions captured by one or more of the lenses in an appendix of the Resolutions Book. While these resolutions are being published for transparency, these resolutions are not to be considered and are not available to be brought forward for consideration via a motion to vary the agenda.

The Committee would point out that section 14(d) of the UBCM Bylaws grants the UBCM Executive authority to bring forward to Convention a resolution on any matter at any time. This authority of the UBCM Executive enables UBCM to respond quickly to a changing policy or legislative environment, bringing forward issues or concerns that may fall within existing UBCM policy, but require immediate consideration.

Members are encouraged to read the accompanying backgrounder found in the Appendix of this Resolutions Book to learn more about the proposed Extraordinary Resolution.

Conference decision: Endorsed



2026 AGM & CONVENTION

TEMPLATE FOR A RESOLUTION

AVICC must receive all resolutions by: **4:30 pm, Thursday, February 12, 2026**. To submit a resolution to the AVICC for consideration please send a copy of the resolution as a **word document** by email to info@avicc.ca by the deadline. AVICC staff will confirm receipt of the submission via email. If confirmation is not received within 3 business days, the resolution sponsor should follow up by phone at 236-237-1202.

TEMPLATE FOR A RESOLUTION

Whereas << *this is the area to include an issue statement that outlines the nature of the problem or the reason for the request* >> ;

And whereas << *if more information is useful to answer the questions - what is the problem? what is causing the problem?>> :*

Therefore be it resolved that **AVICC and/or UBCM** << *specify here the **action(s)** that AVICC **and/or** UBCM are being asked to take on, and what government agency the associations should be contacting to solve the problem identified in the whereas clauses. For regional resolutions, only AVICC may take action, and for all other resolutions, AVICC and UBCM may take action* >>

- **If absolutely necessary**, there can be a second enactment clause (the “therefore” clause that specifies the action requested) with the following format:

And be it further resolved that **AVICC and/or UBCM** << *specify any additional specific actions needed to address the problem identified in the whereas clauses* >>



2026 AGM & CONVENTION

CALL FOR NOMINATIONS FOR AVICC EXECUTIVE

AVICC members elect directors to the Executive Committee at the AGM. The Executive Committee ensures that the policies set by the general membership are carried forward, and provides direction for the Association between annual meetings. This circular is notice of the AVICC Executive Committee positions open for nomination, and the procedures for nomination.

1. POSITIONS OPEN TO NOMINATIONS

The following positions are open for nomination:

- President
- First Vice-President
- Second Vice-President
- Director at Large (3 positions)
- Electoral Area Representative

2. NOMINATION PROCESS AND QUALIFICATIONS FOR OFFICE

Candidates must be an elected official of an AVICC member and must be nominated by two elected officials of an AVICC member. Background information on the key responsibilities and commitments of an AVICC Executive member is provided following the nomination form. The Chair of the 2026 Nominating Committee is Past President Penny Cote.

3. NEXT STEPS

The Nominating Committee will review the credentials of each candidate for eligibility. A Report on Nominations, including a photo and biography will be prepared under the direction of the Nominating Committee, and distributed prior to the Convention.

**To be included in the Report on Nominations,
Nominations Must Be Received by 4:30 PM, Thursday, February 12, 2026**

4. AT CONVENTION

Candidates may also be nominated at the Convention from the floor. Candidates and their two nominators must be elected officials of an AVICC member.

5. SUBMISSION INFORMATION

All submissions should be forwarded by email to:

Past President Penny Cote, Chair, 2025 Nominating Committee
c/o AVICC
P.O. Box 28058
Victoria, BC V9B 6K8
Phone: (236) 237-1202
email: info@avicc.ca

AVICC AGM & Convention – April 24-26, 2026 – Victoria

NOMINATIONS FOR THE 2025-26 AVICC EXECUTIVE

We are qualified under the AVICC Constitution to nominate¹ a candidate and we nominate:

Candidate Name: _____

Local Government Position (Mayor/Councillor/Director): _____

Member Local Government Represented: _____

Nomination for AVICC Executive Position: _____

MEMBERS NOMINATING THE CANDIDATE:

Printed Name: _____ Printed Name: _____

Position: _____ Position: _____

Muni/RD/FN: _____ Muni/RD/FN: _____

Signature: _____ Signature: _____

CONSENT FORM

I consent to this nomination and attest that I am qualified to be a candidate for the office I have been nominated for pursuant to the AVICC Bylaws and Constitution². I also agree to provide the following information to info@avicc.ca by 4:30 PM, Thursday February 12, 2026

- Photo in digital format
- Biographical information of approximately 300 words that may be edited by AVICC

Printed Name: _____

Current Position: _____

Muni/RD/FN: _____

Signature: _____

Date: _____

¹ Nominations require two elected officials of local governments that are members of the Association.

² All nominees must be an elected official of an AVICC member. Nominees for the position of Electoral Area Representative must be an Electoral Area Director.

Return To: Past President Penny Cote, Chair, Nominating Committee,
c/o AVICC, P.O. Box 20858, Victoria, BC V9B 6K8
or via email to info@avicc.ca

AVICC AGM & Convention – April 24-26, 2026 – Victoria



AVICC 2026 Convention
April 24-26, 2026
Victoria Conference Centre
**CALL FOR SESSION
SUBMISSIONS**

Thank you for your interest in participating in the 2026 AVICC Convention, being held Friday April 24, 2026 – Sunday April 26, 2026, at the Victoria Conference Centre, Victoria BC.

To submit a session proposal, please fill in the information requested on the following pages and email this document back **as a word document** to info@avicc.ca.

The deadline for submissions is **Thursday, December 4, 2025**.

There are limited spots on the program including:

- three 60-minute plenary presentations;
- six 60-to-90-minute concurrent workshops on Saturday afternoon; and
- one 2-to-3-hour pre-convention workshop to take place on Friday morning.

Session Proposal Considerations:

- Delegates prefer sessions that involve **multi-party perspectives** (panels) and that are **interactive**, rather than “talking head” presentations.
- Preference will be given to sessions with an **interactive** or **facilitated** component to their proposal.
- Topics should be relevant to our local government members – focusing on the important issues impacting local government elected officials and their communities.
- Successful applicants must confirm their session description, session title, and final list of presenters by **January 31st, 2026** for inclusion in the brochure and program.
- Changes to presenters or failure to meet this deadline may result in the session being cancelled.
- Confirmed presenters agree to submit all PowerPoint presentations by **April 9th, 2026**.

Please complete the following section with **as much information as possible**. The AVICC Executive will consider all the proposed sessions at their December 12, 2025 meeting, with final decisions made at the January 24, 2026 meeting. Panelist information can be updated after the December 4th deadline as sessions and details are confirmed.

Title of Session:	
Name of Organization:	
Contact Person Name:	
Phone:	
Address:	
Email:	
Session Description (for review of AVICC Executive Committee. This information will also be used in program materials):	
Proposed Session Length:	
Preferred Time and Day:	
Audio Visual Requirements:	
Travel or other expenses if any:	
# of Proposed Presenters:	

Name - Presenter #1:	
Bio and Organization - Presenter #1:	
Name - Presenter #2:	
Bio and Organization - Presenter #2:	
Name - Presenter #3:	
Bio and Organization - Presenter #3:	
Name - Presenter #4:	
Bio and Organization - Presenter #4:	
Any other Information or requirements:	

- Successful applicants must confirm their session description, session title, and final list of presenters by **January 31st, 2026** for inclusion in the brochure and program.
- Changes to presenters or failure to meet this deadline may result in the session being cancelled.
- Presenters agree to submit all PowerPoint presentations by **April 9th, 2026**

I agree to the above conditions and deadlines:

Signature: _____

Name: _____

Date: _____



2026 AVICC AGM & Convention

Student Participation Program

Deadline January 16, 2026

The [Association of Vancouver Island and Coastal Communities](#) (AVICC) is hosting their 2026 AVICC AGM & Convention in Victoria at the Vancouver Island Conference Centre from April 24-26, 2026. The Convention brings together AVICC member elected officials and staff from 55 local governments and First Nations on Vancouver Island and in BC coastal communities, along with provincial representatives and other local government partners. Our members gather at our annual convention to network, learn, and discuss the issues and policies that are important to our local communities.

The AVICC Executive would like to encourage members to invite interested local secondary or post-secondary students to apply to attend the Convention business sessions in 2026. AVICC will waive the registration fee and reimburse 50% of the travel expenses up to a maximum of \$1000 per successful student applicant.

The sponsoring member local government will be responsible for working with the student to arrange travel and cover additional expenses. AVICC is not responsible for the student throughout the convention, and sponsoring local government members should ensure that the student has a safe and positive experience, and that the convention code of conduct is upheld.

Planning for the 2026 Convention is currently underway. It will follow the same format as the [2025 AVICC AGM & Convention Program](#) with business sessions taking place as follows:

- Friday, April 24, 2026: 2:00pm-7:30pm (welcome reception included)
- Saturday, April 25, 2026: 7:30am-4:30pm (banquet not included)
- Sunday, April 26, 2025: 7:30am-12:00pm

Coffee break refreshments, light reception food at the Welcome Reception on Friday night, breakfast on Saturday and Sunday, and lunch on Saturday are included in the complimentary registration. A ticket to the banquet is not included.

By exposing youth to local government, they will be familiarized with it – thereby increasing the likeliness that they participate on more levels with their local government over time. It is important for current local leaders to engage with the youth in their communities to encourage higher civic engagement and ultimately, to increase interest in pursuing a career within local government. Please complete and submit the attached application form **via email to info@avicc.ca by 4:30pm on Friday, January 16, 2026.**

The AVICC Executive will be evaluating applications for participation in the 2025 AVICC AGM & Convention student program at their January Executive meeting, and all applicants will be contacted by the end of January regarding the status of their application. If you have any questions or require further information, please contact Theresa Dennison, AVICC Executive Director, at 236-237-1202 or tdennison@avicc.ca.



2026 AVICC AGM & Convention

Student Participation Application

Deadline January 16, 2026

Member Organization- Sponsor

Organization

Contact Name

Contact Email

Contact Phone

Student Applicant Information

Student Name

Student Email

Student Phone

Institution/School

Area of Study/Grade

Why would you like to attend the 2026 AVICC AGM & Convention?

Provide some examples of ways youth can participate in local government. How do you participate in civic engagement in your community?

The sponsoring AVICC member organization and the student applicant mutually support this application and have read and agree to the guidelines provided with this application.

Sponsoring AVICC Member

Name: _____

Position: _____

Signature: _____

Date: _____

Student Applicant

Name: _____

Signature: _____

Date: _____

Please submit applications by January 16, 2026 via email to info@avicc.ca

Additional information may be submitted on a separate page.

RECEIVED

OCT 31 2025

CITY OF PORT ALBERNI

From: CFD Info CFD:EX <MCF.Info@gov.bc.ca>

Sent: Friday, October 31, 2025 11:34 AM

To: CityPa <citypa@portalberni.ca>

Subject: E-mail from the Honourable Jodie Wickens, Minister of Children and Family Development

☒ Council	☐ Economic Development
☒ Mayor	☐ Engineering/PW
☒ CAO	☐ Parks, Rec. & Heritage
☐ Finance	☐ Development Services
☒ Corporate Services	☐ Community Safety
☒ Agenda	☐ Other _____
File #	0630-01

VIA E-MAIL

Ref: 302573

Your Worship Mayor Sharie Minions and Council

Port Alberni

E-mail: citypa@portalberni.ca

Dear Mayor Minions and Council:

As Minister of Children and Family Development, I am honoured to proclaim November as Adoption and Permanency Awareness Month. I invite you to celebrate the families who have welcomed children and youth as permanent members of their family, and I ask that you help promote awareness for children and youth who are still waiting for permanent homes.

Adoption and Permanency Awareness Month is about celebrating the devoted families created when people open their hearts and commit to sharing their lives with a vulnerable child or youth. A permanent family environment provides a solid foundation for lifelong connections to community and culture, opportunities to thrive, and all the support these young people need along the way.

Permanency is transformational for everyone involved. The emotional and social impacts of belonging can last a lifetime. That is why Adoption and Permanency Awareness Month is also about recognizing the children and youth who are still waiting for permanent, stable, and nurturing homes.

I encourage you to share the following resources with your community members who are interested in becoming an adoptive or permanent family in British Columbia:

- [Adopt BC Kids](#) - an online portal that provides British Columbians wishing to adopt children and youth from foster care with information and guidance through their adoption application.
- The [Ways to adopt in British Columbia Website](#) provides information on adoption in British Columbia, such as infant adoption, relative and step-parent adoption, and adopting a child or youth from another country.
- <https://belongingnetwork.com> (formerly Adoptive Families Association of BC) - provides information and support services for families who wish to adopt now or in the future.

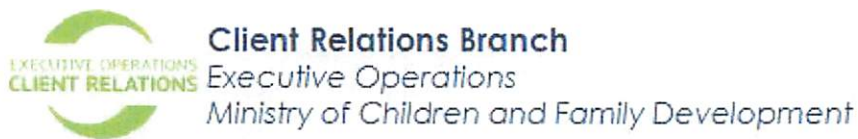
- <https://adoption-bc.com> - a detailed and comprehensive guide to additional adoption resources.

Please join us in marking November as Adoption and Permanency Awareness Month to recognize all the individuals who have grown their family and their hearts through adoption, and to all those who may do so in the future. On behalf of the Government of British Columbia, thank you for your continued leadership in supporting adoptive families in your community.

Sincerely,

Jodie Wickens
Minister

Sent on behalf of the Minister by:



This communication and any accompanying document is confidential and is intended solely for the addressed recipient(s). If you received this e-mail message in error, please delete the e-mail and any attachments and contact the Client Relations Branch, Ministry of Children and Family Development at: MCF.Info@gov.bc.ca.

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OCT 28 2025

CITY OF PORT ALBERNI



October 22, 2025

Mayor Sharie Minions
City of Port Alberni
4850 Argyle Street
Port Alberni, BC V9Y 1V8

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☒ Mayor	☐ Engineering/PW
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☒ Agenda	☐ Other

File # - RCM Nov 10
0390-20-UBCM

Dear Mayor Minions:

Re: Provincial Response to 2024 Resolutions

UBCM has received the Province's response to your Council resolution(s) from 2024. Please find the enclosed resolution(s) and their provincial response(s).

All responses from the Province have been posted to the UBCM web site under Resolutions & Policy.

Please feel free to contact Jamee Justason, Resolutions and Policy Analyst, if you have any questions about this process.

Tel: 604.270.8226 ext. 100 Email: jjustason@ubcm.ca

With gratitude,

Councillor Cori Ramsay
UBCM President

Enclosure

Whereas public libraries play a vital role in communities by providing access to resources, promoting literacy, supporting job seekers and small businesses, advancing reconciliation with Indigenous peoples, and promoting equity and inclusion;

And whereas public libraries in British Columbia are primarily funded by levies paid by local governments, and provincial funding for libraries has remained stagnant; while the costs to deliver library services and the demand for library services have increased exponentially over time:

Therefore be it resolved that UBCM appeal to the Province of British Columbia to provide long-term sustainable funding for public libraries in BC;

And be it further resolved that the Province ensures that BC libraries receive regular increases to provincial government funding in subsequent years.

Convention Decision: Endorsed

Provincial Response

Ministry of Housing and Municipal Affairs

The Ministry of Housing and Municipal Affairs acknowledges that local and regional libraries are important community services and spaces. While local governments are the primary funders of ongoing library operations, the Province has provided long-term supplemental funding to support the enhancement and extended reach of public libraries, under the direction of local and regional library boards. The Province also provides funding to library partners for shared information technology infrastructure, enabling libraries of all sizes to access essential services.

In addition to annual grants for operational support, the Province has seized opportunities to provide targeted enhancement funding for priority areas, such as technology and accessibility improvements.

Whereas fire departments play a crucial role in responding to motor vehicle incidents outside of fire protection boundaries on behalf of Emergency Management and Climate Readiness (EMCR) and that both EMCR and the local government have a shared responsibility for the health and safety of responders;

And whereas one of the significant challenges faced by local fire departments is the lack of adequate [or any] communications infrastructure in the areas they respond to, making it difficult for responders to coordinate their efforts, request additional resources, or seek assistance from other agencies and hampering the effectiveness and efficiency of response operations, potentially compromising the safety of both responders and the public:

Therefore be it resolved that UBCM urgently request the Province of British Columbia to provide modern and reliable communications, such as low-earth orbit satellite internet, to responding agencies that are handling motor vehicle incidents on the Province's behalf to ensure seamless communication and enhance the safety and effectiveness of responders;

And be it further resolved that the Province of British Columbia collaborate with telecommunication providers to improve overall communications infrastructure in areas where motor vehicle incidents occur frequently including expanding coverage, improving network reliability, and exploring innovative solutions to address communication challenges in remote and underserved areas.

Convention Decision: Endorsed

Provincial Response

Ministry of Citizens' Services

Cellular connectivity along highways improves public safety and access to emergency services – especially along rural and remote stretches. Since 2017, the government has allocated \$90 million to incentivize expanding cell service across the province. BC has about 15,000 kilometres of primary and secondary highways, with approximately 4,200 kilometres lacking cellular coverage. Of the sections with no cellular coverage, only 1,100 kilometres have access to available power which is necessary for cell towers to operate.

Telecommunications are regulated by the Canadian Radio-television and Telecommunications Commission. While the Province cannot direct service providers as to where and when to expand their networks, the provincial government has conveyed the need to expand cellular service in BC so that emergency services can be accessed anywhere.

The Cellular Expansion Fund, administered by Northern Development Initiative Trust, offers financial support to service providers for installing new towers and expanding cellular services along primary and secondary highways, increasing the ability to reach emergency services along these routes. Northern Development Initiative Trust will continue to accept Cellular Expansion Fund project applications until funding has been fully allocated.

LEO satellites are able to provide high-speed consumer internet satellite services, and in some cases are the only high-speed internet option in remote areas during emergency situations. The BC government is using satellite technology options for critical services where no other options are available.

The Province is committed to working with regional, local and First Nation governments, and service providers to increase mobile connectivity and is also closely monitoring emergency communications technologies that will expand mobile connectivity, including satellite to cellular capabilities under development by multiple service providers. For example, newer iPhones are able to call 9-1-1 using satellite SOS technology today.

Whereas colleges in rural British Columbia play a crucial role in providing accessible and high-quality education and training opportunities for students across the province, including a closer to home education for those who otherwise cannot access training or education to provide necessary skills for employability;

And whereas rural colleges face increasing demands and challenges, including rising operating costs, growing student populations, and the need to adapt to changing industry needs;

And whereas adequate funding is essential to ensure that rural colleges can continue to provide quality education, support student success, and meet the evolving needs of students and industries, while being challenged by distance and numbers when trying to meet the same requirements as colleges in more heavily populated areas:

Therefore be it resolved that UBCM appeal to the Province of British Columbia to increase funding for rural colleges in British Columbia to support their operations, programs, and services and develop a standard of college funding more closely reflecting the real costs of providing required training and education to the population of rural British Columbia.

Convention Decision: **Endorsed**

Provincial Response

Ministry of Post-Secondary Education and Future Skills

The Province recognizes the critical role rural colleges play in ensuring accessible education and workforce training across British Columbia. These institutions provide essential learning opportunities for students who might not otherwise have access to higher education, helping to address regional workforce needs and strengthen local economies.

Provincial funding for post-secondary institutions is allocated through a combination of targeted funding for priority programs and annual block funding, which allows institutions flexibility in allocating resources based on their specific needs. While funding is not directly tied to enrollment demand, the ministry remains committed to providing stable financial support.

The Province acknowledges the financial pressures facing rural colleges, including inflation, increasing operational costs, and evolving program demands. Institutions also face challenges in maintaining enrollment due to strong labour market conditions. The government continues to work closely with post-secondary institutions to navigate these difficulties.

Additionally, international student enrollment has fluctuated due to global trends and policy changes made by the federal government, impacting revenue streams. The ministry encourages institutions to explore financial management strategies, including collaboration and shared services, to support long-term viability.

The Province remains committed to working with rural colleges to assess funding needs and develop strategies that maintain accessibility and educational excellence across British Columbia. The ministry stands as a partner in ensuring students across the province continue to receive a high-quality education experience.

Whereas rural BC has a proportionately larger and faster growing seniors' population than urban BC, yet has less infrastructure and resources to support its aging population;

And whereas a greater and more focused provincial response to ongoing concerns about inequities in services and supports for seniors in rural BC is required to address the inadequacies of current approaches to such issues:

Therefore be it resolved that the provincial government establish a rural seniors caucus made up, but not limited to, of a combination of elected officials and government staff to serve as a platform for collaboration, advocacy, and policy development to address the specific challenges faced by rural seniors in BC.

Convention Decision: Referred to UBCM Executive

Executive Decision: Endorsed as Amended

Provincial Response

Ministry of Health

The Province is committed to ensuring that all people living in British Columbia have the health-care services they need, including patients and seniors in rural and remote communities. We understand the challenges rural seniors face in accessing health care while wanting to age in their communities, close to their loved ones and families. The Ministry of Health (the ministry) values the perspectives and voice of rural seniors and their caregivers and recognizes the importance of the lived experience of those residing in rural areas of the province. The ministry ensures the engagement of rural representation in consultation groups and the organized structures established to provide feedback to the government.

Recent budgets have focused on both community-based seniors' services and home health services in all geographic regions of BC, including rural areas. Budget 2024 included \$354 million over three years to support seniors across the province to age comfortably and safely in their own homes and maximize their quality of life, including \$227 million over three years to improve the quality, responsiveness, and effectiveness of home health services, and \$127 million over three years to stabilize and expand community-based seniors' services. This includes the Better at Home program, which supports seniors with day-to-day tasks, helping them to live at home for as long as possible.

Work is also underway to guide health authorities in supporting the delivery of culturally safe home health services in First Nations communities, many of which are rural or remote. Investments in home health through Budget 2024 and the continued expansion of virtual health technologies will also help rural seniors receive the care they need in their communities and their homes.

BC's Health Human Resource (HHR) Strategy and targeted investments in the home health workforce, Health Career Access Program (HCAP), and GoHealthBC are aimed at increasing the recruitment and retention of health care workers, with specific strategies in place to meet HHR needs in rural BC.

The Ministry of Health has taken steps to increase support for Resident and Family Councils (RFCs) in all licensed long-term care (LTC) homes, as announced by the Minister on November 3, 2022. These Councils are made up of residents and family members, and provide an opportunity for the voice of seniors to be heard at local RFCs in each long-term care home, regional RFCs in each Health Authority, and at a provincial RFC held at least twice annually. Council members from LTC RFCs in rural communities have made valuable contributions in these meetings.

The ministry also receives feedback on rural issues in discussion with the Seniors Advocate. The Office of the Seniors' Advocate has a robust Council of Advisors (COA), who provides valuable insight into seniors' issues in BC, including seniors residing in rural areas. This group of engaged and connected seniors represents each of the province's five health authority regions and come from a wide range of educational, professional, and socio-economic backgrounds. The COA serves as both a sounding board for the Seniors Advocate as well as a conduit to the Advocate for information and concerns from all regions of the province, including rural areas. The Office of the Seniors Advocate has published a recent report entitled "Resourceful and Resilient: Challenges Facing BC's Rural Seniors" (February 2024) which can be found on The Office of the Seniors Advocate's website.

Finally, the appointment of Debra Toporowski as Parliamentary Secretary for Rural Health and Susie Chant

as Parliamentary Secretary for Seniors' Services and Long-Term Care signals a focused commitment on the health of older British Columbians in rural and remote communities.

Whereas the City of Port Alberni funds the greatest number of RCMP members and pays significantly higher police costs per capita and per household compared to other local governments in the Alberni Valley, placing a significant burden on its taxpayers under the current Police Services funding model for British Columbia that does not take into account the financial commitment or funding contribution of each jurisdiction;

And whereas systemic social issues outside of a local government's mandate, such as poverty, addiction, and mental health challenges, contribute to increased call volumes and demands on police services, creating high police services costs that are further exacerbated by the need to respond to and manage the impacts of these systemic social issues:

Therefore be it resolved that UBCM urgently appeal to the Province of British Columbia to develop an equitable Police Services funding program for all BC municipalities and regional districts that takes into account the financial capacity and population size of each jurisdiction, as well as the additional demands placed on police services due to systemic social issues outside of a local government's mandate.

Convention Decision: **Endorsed**

Provincial Response

Ministry of Public Safety and Solicitor General

Options for a fair and equitable police shared funding model are being explored by the Ministry of Public Safety and Solicitor General, as recommended by the Special Committee on Reforming the Police Act. Extensive engagement with local governments was undertaken as part of the Policing and Public Safety Modernization initiative and will continue as policy options related to funding models are explored and as the overall scope and clarity of priorities for the Policing and Public Safety Modernization initiative are confirmed.

The Province is committed to working with local governments to better understand the complexities of their social environments and community safety needs. In recognition of the interconnectedness of social issues and corresponding police response, the Honourable Terry Yung was appointed Minister of State for Community Safety and Integrated Services in 2024. Additionally, the Cabinet Committee on Community Safety was established to ensure an integrated government response to community safety issues.

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OCT 28 2025

CITY OF PORT ALBERNI



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☐ Agenda	☐ Other
File #	

RCM Nov 10
0400-20-MOTT

October 28, 2025

Her Worship
Mayor Sharie Minions
City of Port Alberni
4850 Argyle Street
Port Alberni BC V9Y 1V8

Reference: 336561
Your file: 0400-20-MOTT

Dear Mayor Minions:

Re: Pedestrian-activated lights in Port Alberni

Thank you for your letter of August 14, 2025, regarding pedestrian-activated safety lights at Johnston Road and Adelaide Street in Port Alberni.

As you likely know, the ministry recently completed pedestrian improvements on Johnston Road at Adelaide Street in collaboration with the City of Port Alberni staff. These upgrades included concrete bump-outs to shorten the pedestrian crossing, new overhead signs to illuminate the crossing and increase visibility for traffic, minor drainage improvements and landscaping. Ministry staff also committed to providing interim improvements to this intersection as needed.

The ministry would be glad to work with the City to help improve safety for pedestrians and vehicles travelling on or across Highway 4. I understand the City of Port Alberni is currently working on its Transportation Master Plan, scheduled to be released in spring 2026, which will help ministry staff gain a better understanding of the City's vision for its pedestrian transportation network.

Staff would be happy to consider installing pedestrian-activated lights at this intersection once the transportation master plan is released and the ministry has had informed conversations with the City about its transportation priorities and needs.

Thank you again for taking the time to write.

Sincerely,

Mike Farnworth
Minister

Ministry of Transportation
and Transit

Office of the Minister

Mailing Address:
Parliament Buildings
Victoria BC V8V 1X4



Our File No. 0400-20-MOTT

August 14, 2025

Ministry of Transportation
PO Box 9055 Stn Prov Govt
Victoria, BC V8W 9E2
by email: TT.Minister@gov.bc.ca

Attn: Honourable Mike Farnworth

Dear Minister Farnworth

Re: Pedestrian Activated Safety Lights

On behalf of Council for the City of Port Alberni, I write to advocate for the installation of pedestrian activated flashing safety lights at Johnston Road and Adelaide Street.

Pedestrian safety continues to a critical concern in our community, it is essential that the standards for these safety measures reflect the latest best practices and technological advancement. An update to the installation standards would ensure that our roads are equipped with effective safety features that prioritize the well-being of pedestrians.

We would like to request the installation of a pedestrian-activated flashing safety light at the intersection of Johnston Road and Adelaide Street. The installation of a pedestrian activated flashing safety light at this location would greatly enhance visibility for both pedestrians and drivers, encouraging safer crossing practices and reducing the likelihood of accidents.

We appreciate the Ministry's ongoing efforts to improve road safety and look forward to your response regarding the potential updates to pedestrian safety at this critical intersection.

Thank you for your attention to this matter.

Yours truly
CITY OF PORT ALBERNI

A blue ink signature of Sharie Minions.

Sharie Minions
Mayor

C: Council
M. Fox, CAO
S. Darling, Director of Corporate Services



COUNCILLOR REPORT NOVEMBER 10, 2025 - REGULAR COUNCIL MEETING

MAYOR MINIONS

October 28-30th – Vancouver Island Economic Alliance (VIEA) Summit

- Mayor Minions, along with Councillor Solda, attended the VIEA Summit in Nanaimo, BC. The Summit unites voices from across Vancouver Island and the rural islands to build a thriving, resilient future and exchange ideas, spark partnerships, and shape the future of the Island economy.

November 3rd, 2025 – Poppy Flag Raising

- Mayor Minions attended the Poppy Flag raising at City Hall with staff and Councillor Mealey

COUNCILLOR HAGGARD:

- See Attached Report

COUNCILLOR MEALEY

November 3rd, 2025 – Poppy Flag Raising

- Councillor Mealey attended the Poppy Flag raising at City Hall with staff and Mayor Minions

November 5th, 2025 – Heritage Commission Meeting

COUNCILLOR PATOLA

October 28th and 29th – Canadian Mental Health Association (CMHA) Conference

- Councillor Patola attended the CMHA Housing and Leadership conference in Vancouver, BC to gain insight on creative solutions to housing.

November 1, 2025 – Vancouver Island Regional Library (VIRL) Board of Trustees Meeting



COUNCILLOR HAGGARD – COUNCILLOR REPORT NOVEMBER 10, 2025 - REGULAR COUNCIL MEETING

October 6, 2025 – Local Discussions

- I met with a local developer to discuss immediate, short-term and long-term housing needs in the community.

October 8, 2025 – Alberni Clayoquot Regional District Committee of the Whole - Highlights include:

- Discussion on Procedure Bylaw update
- UBCM roundtable updates from Directors who attended UBCM

October 8, 2025 – Alberni Clayoquot Regional District Board of Directors meeting – Highlights include:

- ACRD Board of Directors adopt the Procurement Policy
- ACRD Board of Directors adopt Amendment to the Alberni Valley Landfill Tipping Fee and Regulation Bylaw
- ACRD Board of Directors receive the 2025 Electoral Area Housing Needs Report and Regional Summary Housing Needs Report

October 9, 2025 – Breakfast with Island Health

- Island Health Board of Directors and members of their local and executive leadership teams came to Port Alberni for a conversation over breakfast. Regional partners were brought together to discuss strategies for strengthening anti-racism and cultural safety practices and to also explore opportunities for collaboration to improve community health and care through shared action.

October 15, 2025 – Local Discussions

- I met with a local resident to discuss possible funding opportunities for the non-profit group that he belongs to in order to expand the good work that the group does in the community.

October 15, 2025–Alberni Valley Learning Council

- The Alberni Valley Learning Council is made up of like-minded groups who share updates on what they are doing and how to collaborate more effectively with each other.

October 16, 2025 – BC Social Procurement Initiative – Community of Practice – Social Procurement Educational Opportunity

- The Community of Practice was an opportunity for elected officials to connect with one another and to understand how to best support the success of social procurement in their communities.

October 21, 2025 – Community Futures

- I met with the Executive Director of Community Futures to discuss the status of the proposed new medical clinic. This was an opportunity to provide updates and to discuss next steps and how to best move forward.

October 21, 2025 – Port Alberni Health Summit

- I attended the fourth Port Alberni Health Summit. This was an opportunity to meet with local stakeholders to discuss the ongoing challenges with medical retention and attraction of medical personnel to our community.

October 22, 2025 – Alberni Clayoquot Regional District Committee of the Whole meeting – Highlights include:

- Representatives from McElhanny Ltd. gave a presentation on the Development Procedures Project Update. This project assessed the Regional District's development approval processes and

delivered recommendations to improve procedures, increase efficiency and help to drive overall performance improvement in the development approval process.

- Discussion on Log Train Trail Allowable Uses. The split approach option was supported. In this option the LTT would be divided into two distinct zones; the northern section (Beaufort) would operate as a multi-use trail including motorized access and the southern section (Cherry Creek) would remain non-motorized with enforcement.

October 22, 2025 – Alberni Clayoquot Regional District Board of Directors meeting – Highlights include:

- Michael Pearson, Director, Vancouver Island District and Nikki Schneider, Operations Manager Vancouver Island, Ministry of Transportation & Transit, provided an update on Highway 4 and Cathedral Grove.
- The ACRD Board of Directors apply to the Union of BC Municipalities – Community Emergency Preparedness Program Fund for Emergency Support Services with interested grant partners and direct staff to provide overall grant management, if successful.

October 22, 2025 – Tribute to Ellen Froid

- Sage Haven and members of Ellen's family invited members of the community to pay tribute to Ellen and the good work that she has done as the former Executive Director of Sage Haven. I was able to share my personal memories of Ellen and also shared the impact she has had on the many lives of women and children that she has touched over the years.