

MINUTES OF THE 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

Present: Mayor S. Minions
Councillor D. Dame
Councillor C. Mealey (@2:47 p.m.)
Councillor T. Patola
Councillor C. Solda
Councillor T. Verbrugge

Absent: Councillor D. Haggard

Staff: M. Fox, Chief Administrative Officer
S. Smith, Director of Development Services/Deputy CAO
S. Darling, Director of Corporate Services
D. Arsenault, Manager of Engineering
K. Bruce, R.C.M.P. Officer in Charge
K. Motiuk, Deputy Director of Corporate Services (Recording Secretary)
J. Pelech, Manager of Information Services

Gallery: 5

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 27, 2025 be adopted, as presented.

CARRIED

C. DELEGATIONS

1. **Introduction | Director of Parks, Recreation & Culture and Manager of Recreation Services**

M. Fox, Chief Administrative Officer introduced the City's Director of Parks, Recreation & Culture, Louizandre Dauphin, and the Manager of Recreation Services, Zoe Battie.

D. UNFINISHED BUSINESS

1. **Master Planning Public Engagement**

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

CARRIED | Res. No. 25-433

E. STAFF REPORTS

1. Quarterly Report | RCMP

MOVED AND SECONDED, THAT Council receive the Q3 Quarterly Report from the RCMP for the period July 1 – September 30, 2025 as information.

CARRIED | Res. No. 25-434

F. BYLAWS

1. OCP and Zoning Bylaw Amendments | 3027 2nd Avenue

Councillor Dame left the meeting at 2:29 p.m. declaring a conflict of interest due to the subject property bordering their leased business property.

Councillor Mealey joined the meeting at 2:47 p.m.

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

CARRIED | Res. No. 25-435

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

CARRIED | Res. No. 25-436

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

CARRIED | Res. No. 25-437

MOVED AND SECONDED, THAT "Zoning Amendment (3027 2nd Avenue), Bylaw No. 5137" be read a second time.

CARRIED | Res. No. 25-438

MOVED AND SECONDED, 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.

CARRIED | Res. No. 25-439

Councillor Dame returned to the meeting at 2:49 p.m.

G. CORRESPONDENCE FOR ACTION

1. 2026 AGM and Convention | Association of Vancouver Island and Coastal Communities Resolution Notice and Submission Process

MOVED AND SECONDED, THAT Council direct Administration to resubmit the following resolution for consideration at the 2026 Association of Vancouver Island and Coastal Communities [AVICC] AGM & Convention:

WHEREAS the Province of British Columbia recognizes the inherent rights of Indigenous Peoples, as outlined in the Constitution Act of 1982, and the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP);

AND WHEREAS meaningful collaboration and engagement between municipal governments and First Nations are essential for fostering mutual respect,

understanding, and shared decision-making in matters affecting local communities;

AND WHEREAS the lack of a consistent and formalized framework for intergovernmental relations has led to challenges in communication, resource sharing, and coordinated service delivery between First Nations and local governments;

NOW THEREFORE, BE IT RESOLVED that Council for the City of Port Alberni hereby requests the AVICC & Union of B.C. Municipalities advocate to the provincial and federal governments for the establishment of a comprehensive framework for intergovernmental relations with First Nations;

BE IT FURTHER RESOLVED, THAT this framework should include:

- 1. Guidelines for Engagement: Clear protocols for consultation and collaboration between municipalities and First Nations, ensuring that all parties are involved in decision-making processes that affect their communities.*
- 2. Resource Sharing Models: Mechanisms to facilitate the equitable distribution of resources, funding, and support to First Nations and municipal governments to advance shared goals and objectives.*
- 3. Capacity Building Initiatives: Programs to enhance the capacity of both First Nations and local governments to engage in effective intergovernmental relations, including training and development opportunities.*
- 4. Conflict Resolution Processes: Established pathways for addressing disputes or challenges that arise in intergovernmental engagements, fostering a culture of cooperation and mutual respect.*
- 5. Monitoring and Evaluation: A system for assessing the effectiveness of the framework and its implementation, allowing for continuous improvement and adaptation based on the needs of the communities involved.*

CARRIED | Res. No. 25-440

H. PROCLAMATIONS

1. Ministry of Children and Family Development

MOVED AND SECONDED, 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.

CARRIED | Res. No. 25-441

I. CORRESPONDENCE FOR INFORMATION

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

- 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

MOVED AND SECONDED, THAT Council receives the November 10, 2025 correspondence summary as information.
CARRIED | Res. No. 25-442

J. REPORT FROM IN-CAMERA

1. Council released 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. Council released 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. Council released 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. Council released 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**
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. 25-443

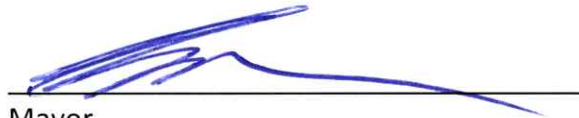
L. NEW BUSINESS

M. QUESTION PERIOD

N. ADJOURNMENT

MOVED AND SECONDED, THAT the meeting adjourn at 3:07 p.m.

CARRIED



Mayor

Corporate Officer