



CITY COUNCIL MEETING SUMMARY

An information report summarizing the Regular meeting of Council held November 10, 2025. These are not the official minutes. For more information, please contact the Corporate Services department at 250.723.2146 or email: corp_serv@portalberni.ca.

DELEGATIONS

Introduction | Director of Parks, Recreation & Culture and Manager of Recreation

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

UNFINISHED BUSINESS

Master Planning Public Engagement

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

STAFF REPORTS

Quarterly Report | RCMP

Council received the Quarterly Report from the RCMP for the period July 1 – September 30, 2025.

BYLAWS

"Official Community Plan Amendment (3027 2nd Avenue), Bylaw No. 5136" and

"Zoning Amendment (3027 2nd Avenue), Bylaw

No. 5137" were introduced, given first and second reading, and advanced to a **Public Hearing** to be held **Monday, December 1, 2025**

at 6:00 pm in the Echo Centre, Cedar Room.

Upon adoption, these bylaws would enable the property to be rezoned to a unique Comprehensive Development zone and would enable a new supportive housing development.

CORRESPONDENCE

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

Council received correspondence from the AVICC regarding the resolution notice and submission process for the 2026 AGM and Convention.

Council then directed Administration to resubmit a resolution for submission to AVICC and Union of B.C. Municipalities requesting the AVICC & UBCM advocate to the provincial and federal governments for the establishment of a comprehensive framework for intergovernmental relations with First Nations.

Council received their correspondence summary which included letters from:

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

PROCLAMATIONS

November 2025 was proclaimed '**Adoption and Permanency Awareness Month**' in Port Alberni on behalf of the Ministry of Children and Family Development.

REPORT FROM IN-CAMERA

Council released from In-Camera the following:

- Notice of 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.
- Notice of 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.

- Notice of 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.
- 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.

COUNCIL MEETINGS

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

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

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

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

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

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

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

MEETINGS AT A GLANCE

Monday, November 17th

6:00 pm | Committee of the Whole
Council Chambers

Monday, November 24th

2:00 pm | Regular Council
Council Chambers

Wednesday, December 3rd

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