

## CITY COUNCIL MEETING SUMMARY

An information report summarizing the Regular meeting of Council held November 24, 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](mailto:corp_serv@portalberni.ca).

### DELEGATIONS

#### BC Transit

Council endorsed the Transit Future Service Plan from BC Transit. This five-year plan sets BC Transit's service and infrastructure priorities in the Alberni Valley.

### UNFINISHED BUSINESS

#### Temporary Use Permit | 3130 3<sup>rd</sup> Avenue

Council authorized the Director of Corporate Services to issue TUP25-03 for 3130 3<sup>rd</sup> Avenue (Bread of Life) once the following conditions have been met to the satisfaction of the Director of Development Services:

- The Salvation Army and BC Housing have finalized a Support Services Agreement.
- An updated Letter of Commitment/Good Neighbour Agreement has been finalized.

### STAFF REPORTS

#### Quarterly Report | Fire Department

Council received the Quarterly Report from the Fire Department for the period July 1-September 30, 2025.

### BYLAWS

"City of Port Alberni 2025 – 2029 Financial Plan Amendment Bylaw No. 5123-2, 2025" was introduced and given three readings. The amendment is provided to consolidate all changes made through Council resolution in 2025 within the 2025 – 2029 Five Year Financial Plan.

#### 2026 – 2030 Financial Plan | Facilities Capital

**Amendment 2026 – 2030** Council amended the financial plan to reflect the following:

- Capital Plan 2027 – City Wide – Lead Remediation – add \$33,000
- Capital Plan 2027 – Aquatic Centre – Replace Tot's UV System – add \$55,000
- Capital Plan 2027 – Aquatic Centre – South Roof Replacement – add \$138,000
- Capital Plan 2027 – Aquatic Centre – Replace Hydronic System Equipment – add \$33,000
- Capital Plan 2027 – Fire Hall – Replace Roof & Skylights – add \$480,000
- Capital Plan 2027 – Multiplex – Replace Make-Up Air Units – add \$150,000
- Capital Plan 2028 – Multiplex – Replace Pressure Relief Valves – add \$10,450

- Capital Plan 2028 – Echo Centre – Replace Generator – add \$150,000
- Capital Plan 2028 – Parks Yard – Carpentry Shop Upgrades – add \$25,000
- Capital Plan 2028 – Multiplex – Replace Roof – add \$1,440,000
- Capital Plan 2029 – Aquatic Centre – Exercise Equipment Upgrades – add \$12,100
- Capital Plan 2029 – Multiplex – Replace Ammonia Plant Room Exhaust Fan – add \$176,400
- Capital Plan 2029 – Multiplex – Replace Condenser Pump – add \$48,000
- Capital Plan 2029 – Museum – Replace Roof – add \$462,000
- Capital Plan 2029 – RCMP – Upgrade BAS System – add \$60,000
- Capital Plan 2029 – HQ – Replace Spirit Square Roof – add \$698,400
- Capital Plan 2030 – Mclean Mill – Structural Review – Sawmill – add \$50,000
- Capital Plan 2030 – Echo Centre – Paint Exterior Cladding – add \$114,000
- Capital Plan 2030 – IHC – Demolition – add \$2,000,000
- Capital Plan 2030 – Multiplex – Replace Remaining Flat Roof – add \$720,000
- Capital Plan 2030 – Museum – Replace Air Handling Unit – add \$384,000
- Capital Plan 2030 – Works Yard – Structural Cracks – add \$960,000
- Capital Plan 2030 – Multiplex – Replace Large Exhaust Fans – add \$81,600
- Capital Plan 2026 – Solid Waste Services - Garbage Cart replacement – add \$630,109

#### "City of Port Alberni 2026-2030 Financial Plan

**Bylaw No. 5138"** was read a second time, as amended. Please visit

<https://portalberni.ca/budget> to view the financial plan and to find opportunities on how to participate in the process.

#### "Fees and Charges Bylaw No. 5125-2, 2025"

was introduced and given three readings. Upon adoption these amendments will support application of CPI in alignment with operational needs and consolidate information under one Bylaw.

## CORRESPONDENCE

### Butterfly Support Network

Council directed Administration to provide a letter of support to the Butterfly Support Network to help strengthen their outreach efforts for research, education, and bereavement care for families across BC experiencing pregnancy and infant loss.

### Alberni Valley Makerspace Society

Council directed Administration to prepare a letter of support for Alberni Valley Makerspace to accompany funding applications in 2026 to strengthen internal capacity and expand programming.

### Ticmup | How to Survive Society

Council directed Administration to provide a letter of support for Ticmup: How to Survive Society to accompany grant applications for funds toward a living library, classroom, and cultural centre.

### Council received their correspondence summary which included letters from:

- a. Alberni-Clayoquot Regional District | Copy of letter to Ministry of Transportation and Transit regarding Cathedral Grove Safety
- b. ACRD Board Highlights | October 2025
- c. Island Health | 2025 Population Health Status Report
- d. AV Museum and Heritage Commission Minutes | October 1, 2025

Council made resolution to send a letter to the Ministry of Transportation and Transit regarding safety in Cathedral Grove.

## PROCLAMATIONS

January 2026 was proclaimed 'Crime Stoppers Month' in Port Alberni on behalf of the Central Vancouver Island Crime Stoppers.

## REPORT FROM IN-CAMERA

Council released from In-Camera the following:

- Direction that Administration continue conversations with the Ministry of Public Safety and Solicitor General and provincial Cabinet Committee on Community Safety, making public safety in Port Alberni a top Council priority.

- Direction that Administration work on an approach for possible co-hosting or additional support for future annual Truth & Reconciliation Day events.
- Direction to grant permission to the Western Vancouver Island Industrial Heritage Society to utilize City-owned railway assets and equipment, in accordance with their agreement with the Island Corridor Foundation, for the operation of a tourist railway along its designated service corridor.

## 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](http://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](http://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](http://www.portalberni.ca/council). You may also contact the Corporate Services department at 250.723.2146 or email [corp\\_serv@portalberni.ca](mailto:corp_serv@portalberni.ca).

## MEETINGS AT A GLANCE

### Monday, December 1<sup>st</sup>

2:00 pm | Regular Council  
Council Chambers

### Wednesday, December 3<sup>rd</sup>

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