



CITY COUNCIL MEETING SUMMARY

An information report summarizing the Regular meeting of Council held January 12, 2026.
These are not the official minutes. For more information, please contact the Corporate Services department at 250.723.2146 or email: corp_serv@portalberni.ca.

STAFF REPORTS

3rd & 4th Quarter | 2025 Procurement Summary

Council received the report on procurement contract awards and social procurement activities for the 3rd & 4th Quarter of 2025.

BYLAWS

"Official Community Plan Amendment (3027 2nd Avenue), Bylaw No. 5136" and **"Zoning Amendment (3027 2nd Avenue), Bylaw No. 5137"** were read a third time and given final adoption. These bylaws will permit the property to be rezoned to a unique Comprehensive Development zone to enable a new supportive housing development.

CORRESPONDENCE

2026 ADSS Prom Committee | Use of City Streets

Council authorized the 2026 ADSS Prom Committee access to City streets on Saturday, June 20, 2026 from 5:30 to 6:30 pm for the purpose of a prom parade from Burde St. to 10th Ave. through to Roger St., ending at the Athletic Hall [3727 Roger St.].

Wounded Warrior Run BC

Council authorized Wounded Warrior Run BC access to City streets on Thursday, February 26, 2026 for the purpose of a Wounded Warrior Run from Hwy 4 (Johnston Rd.) to Gertrude St. to Roger St. to Victoria Quay, ending at the Port Alberni Legion Branch #293. The event raises awareness and provides program funding for veterans, first responders and their families.

Alberni-Clayoquot Regional District | Grant Opportunities

Council provided approval for the Alberni-Clayoquot Regional District (ACRD) to apply for the Union of BC Municipalities Community Emergency Preparedness Fund for the Emergency Operations Centres Equipment and Training grant and therefore, authorizes the ACRD to apply for, receive, and manage grant funding on behalf of the City of Port Alberni.

Council received their correspondence summary which included letters from:

- a. Various Ministry Letters | Follow up to the 2025 UBCM Convention Meeting

- b. UBCM | 2025 Resolutions Referred to UBCM Executive
- c. Various Letters from Local Governments and the Municipal Insurance Association to the Province Re: Bill M 216 – 2025 Professional Reliance Act
- d. Nanaimo Regional Hospital District | Health Forward Summary Report
- e. ACRD Board Highlights | November 2025
- f. City of Quesnel | Copy of a letter of support to Northern Development Initiative Trust
- g. AVICC | 2026 AVICC AGM & Convention – 2nd Call for Resolutions
- h. AV Museum and Heritage Commission Minutes | November 5, 2025

Council referred discussion on the letter from the Town of View Royal regarding Judicial Review of Provincial Housing Laws Bills 44, 47, 13, 15 and M 216, to the next Special In-Camera meeting of Council.

REPORT FROM IN-CAMERA

Council released the following from In-Camera:

- Notice of execution of a Land Use Agreement with the Riders of Alberni Valley for the purpose of maintaining and promoting non-motorized recreational use on City-owned trail networks, including the Maquinna Trail Network and the Dry Creek Trail area for a term of five (5) years.
- Notice of execution of a Lease Agreement between the City of Port Alberni and the Hupacasath First Nation for the property legally described as Part 1 in Plan 5330, Plan 858 R.W., located at Victoria Quay, for a term of ten (10) years commencing January 1, 2026, and expiring December 31, 2035, with an option for two (2) additional five-year renewal terms.
- That Administration collaborate with the BC SPCA to re-evaluate the services provided, identify the necessary services for the City, and adjust the budget to \$75,000 over a two-year contract to allow time for gathering KPIs and metrics to analyze the service delivery model.
- That "City of Port Alberni 2026 - 2030 Financial Plan Bylaw No. 5138" be amended to facilitate the acquisition of the Clutesi Haven

Marina infrastructure in the amount of \$1,000,000 as follows:

- i. Allocate \$250,000 from surplus for 2026, supplemented by taxation as required.
 - ii. Allocate \$250,000 annually for the years 2027-2029, sourced equally from Marina operation revenue and surplus.
- Notice from the Alberni Valley Chamber of Commerce that they will not be seeking to renew the contract with the City for the operation of McLean Mill [ending December 31, 2026].
 - Appointment of Jack Roland to the Advisory Planning Commission for a two-year term commencing January 1, 2026 – December 31, 2027.

NEW BUSINESS

Temporary Use Permit | 3048 3rd Avenue

Council considered Temporary Use Permit No. 25-05 at 3048 3rd Avenue to enable the property to operate as a warehouse.

Exempt Staff Benefit and Leave Entitlements Policy Approval

Council approved the updated Benefits – Exempt Staff Policy No. 5002-2 and Leave Entitlements – Exempt Staff Policy No. 5002-3.

Playground Improvements

Council directed staff to proceed with upgrades and improvements to 2549 10th Avenue [11th Avenue Park] and 3627 16th Avenue Park, prior to completion of the Parks, Recreation & Culture Master Plan.

Council amended “City of Port Alberni 2026-2030 Financial Plan Bylaw No. 5138” to include \$107,000 plus 10% contingency for the playground improvement project [2549 10th Avenue, 3627 16th Avenue] from the Community Forest Reserve fund.

Council further amended “City of Port Alberni 2026-2030 Financial Plan Bylaw No. 5138” to reflect a \$9,000 increase in 2026 for operational costs (line 27215) related to the playground improvement project [2549 10th Avenue, 3627 16th Avenue] with annual inflationary increases through 2030.

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, January 19th

6:00 pm | Committee of the Whole
Council Chambers

Wednesday, January 21st

10:00 am | Traffic Advisory Committee
Council Chambers

Monday, January 26th

2:00 pm | Regular Council
Council Chambers