



RECEIVED

MAR 05 2026

**Heritage Commission Meeting
January 7th, 2026**

CITY OF PORT ALBERNI

Location: Alberni Valley Museum

Attendees:

ACRD
City Council
Chamber of Commerce
Community Arts Council
Community at Large
Historical Society
Industrial Heritage
Maritime Heritage
McLean Mill
Pacific Rim School District
Staff

Penny Cote
Charles Mealey - Regrets
Jolleen Dick - Regrets
Jane Victoria King
Kelly Johnsen (remote)
Vacant
Bob East
Ken Watson
Richard Spencer
Pam Craig
Sheila Perry

Regrets: Hupačasath First Nation
áššaaʔaḥ (Tseshaht) First Nation

<input checked="" type="checkbox"/> Council	<input type="checkbox"/> Economic Development
<input checked="" type="checkbox"/> Mayor	<input type="checkbox"/> Engineering/PW
<input checked="" type="checkbox"/> CAO	<input checked="" type="checkbox"/> Parks, Rec. & Heritage
<input type="checkbox"/> Finance	<input type="checkbox"/> Development Services
<input checked="" type="checkbox"/> Corporate Services	<input type="checkbox"/> Community Safety
<input checked="" type="checkbox"/> Agenda <u>RCM Mar 23</u>	<input type="checkbox"/> Other _____
File # <u>0540-20-ANMHC</u>	

Motion: Richard Spencer nominated Pam Craig for the position of Chair, seconded by Ken Watson. Unanimously approved.

Chair Craig welcomed Kelly Johnsen to the Commission and thanked her for volunteering her time and expertise.

Called to Order at 7:15 pm by

1. Moved by Richard Spencer that the agenda of the January 7th, 2026, meeting be approved.
2. Moved by Penny Cote that the minutes of the December 3rd, 2025, meeting be approved as circulated.
3. Old Business

Survey Report to Council: Chair Craig will work with staff to coordinate the Commission's presentation to Council in February. The following Commission members volunteer to present: Pam Craig, Penny Cote, Richard Spencer and Ken Watson.

Staff will advise the Commission of the date and time once confirmed.

January Engagement Session – PRC Masterplan: staff to confirm the date and time of this session. Discussion was had regarding the recommendation of a bespoke cultural planning process. The Commission agreed that a separate planning process is warranted and will advocate for its implementation as soon as possible.

4. Correspondence



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5. New Business

Alberni Arts (Community Arts Council): Jane Victoria King provided an update on the organization changes being undertaken by the Community Arts Council. The Commission supports the CAC's efforts and commitment to the arts in the Alberni Valley.

6. McLean Mill National Historic Site

Richard Spencer shared that the Chamber of Commerce's decision to not renew its service contract for operating McLean Mill with the City. The Chamber's current contract ends December 31, 2026. The Commission thanked the Chamber for its dedication to McLean Mill and for the level of service provided.

7. Train Station

No report.

8. REPORTS

A. Community Arts Council of the Alberni Valley

As we step into a new year, we want to take a moment to reflect on what an extraordinary year 2025 was for the Community Arts Council of the Alberni Valley. It was a year full of creativity, connection, and special moments shared with our community. Together, **we hosted 26 community events**, including 10 opening receptions at the Grove Gallery, two major festivals, and a range of much-loved gatherings such as the Crafty Cruise, Teas at the Mill, and our annual Book Sale.

One of the highlights of the year was the inaugural Children's Arts Festival, which will now move forward as the **Family Arts Festival**, held annually over Family Day Weekend. This event is set to become the biggest arts-driven, family-focused festival in the Alberni Valley, and we are excited to continue growing it with the community.

Another highlight was the joining of the **Harbour Quay Light-Up and the great Sail Past!** This event was a partnership between ourselves, the City of Port Alberni and the Blue Marlin Inn, who all worked diligently to ensure a successful event. WOW - the community really showed up for this massive event. Next year we hope to solidify the merging of these events with a new name, so keep your eyes peeled on our socials.



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Collaboration was a major theme in 2025. We proudly **partnered on five festivals and community events**, including working with the Salmon Festival to offer live painting, providing a free, kid-friendly craft for Co-op Day, and supporting Canada Day celebrations with free crafts and musician management. In addition, **we delivered 38 workshops** throughout the year, from our ongoing Watercolour Wednesdays series to drop-in children's workshops that were free or by donation, ensuring accessible creative opportunities for all ages.

None of this would have been possible without **our incredible staff**. A heartfelt thank-you goes to our summer staff Milo, Gallery Coordinator Hatchet and Gift Shop Coordinator Adrianna for their dedication, creativity, and care. Adrianna will be leaving us in February as she moves to Ontario, and we invite everyone to stop by the gallery to wish her well and thank her in person.

We are also deeply grateful to our Board of Directors. **In 2025, we worked with 11 board members**, saying farewell to some and welcoming new faces. We extend our warm thanks and best wishes to our outgoing board members: Suzanne Dube, Mike Hill, and Tamsin Miller. Moving into 2026, we are pleased to continue working with Vice President James Street, Secretary Brianna Harvey, Treasurer Amy Mayo, and Directors-at-Large Kim Babin, Nicole Crouch, Tracy Fenner, Jane Victoria King, and Randy Smith.

Our volunteers deserve special recognition. **This year, more than 100 volunteers contributed an estimated 1,500 hours of their time**. Your generosity, energy, and belief in the arts make everything we do possible, and we cannot thank you enough.

Looking ahead to 2026, we are entering a period of transition. We have closed the Grove Gallery and are moving operations to the



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Visitor Centre, working alongside the Chamber of Commerce. As part of that process, we will be selling a variety of items including office furniture, desks, chairs, tables, a couch, and more. Please keep an eye on our social media channels to find a good deal!

Internally, we will be working diligently on a new 3 year strategic plan, rebranding, and paying close attention to how we can step forward as leaders of strategic arts community development.

You may have also heard that we are in the process of selling our permanent collection. We understand this is an important and meaningful topic for many in our community, and we welcome your feedback. If you would like your voice to be heard regarding the sale of this collection, please email me at admin@alberniarts.com.



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B. Pacific Rim School District

Heritage Commission Report Jan 7, 2026

The next Public Board Meeting is Tuesday Jan 27.

It is TOTEM WEEK in Pacific Rim!!!!!! – Amazingly the 70th!!!

1. The District is working on the Enrollment Projections to assist the development of the 2026/2027 preliminary budget. The Ministry requires this information by February 15 in order to develop the operating grant estimates which will be announced by March 15, 2026.
2. The Pacific Rim School District is closing Public Access to a pedestrian bridge at ADSS known as Penny Lane Bridge. Engineering assessment identified significant structural deterioration. The replacement costs of the bridge would be considerable. Signage and barriers have been installed at both approaches to restrict access and the area will remain closed until further notice.



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A. McLean Mill



McLean Mill National Historic Site Update

January 2026

Prepared by Richard Spencer

Statistics:	
Attendance <i>(2025 Full Year)</i>	7,386
Nights for Campground:	Closed Sept 1 Reopening May 15
Events Booked	4
Event Tours	0
Event Info Requests	17
Guided Tours	0
Self Guided Tours	0

Important Upcoming Dates:	
February 18	WVHHS Annual General Meeting
March 29	MM 10K Run
April 4	Wedding
April 18/19	Alberni Bowman
May 2	Wedding
May 6	AV Heritage Commission at MM
May 15	MM Reopening for 2026

Programming:

The Alberni Valley Chamber of Commerce hosted their Chamber Holiday Mixer in the McLean Hall on December 6.

Site Info:

The city and contractors are finishing work on safety upgrades and junk removal within the Historic Zone. The Chamber, WVHHS & City met on January 7 to discuss the final steps for this project.

- G. Alberni District Historical Society - NO REPORT
- H. Port Alberni Maritime Heritage Society – NO REPORT
- I. West Vancouver Island Industrial Heritage Society - VERBAL REPORT GIVEN BY BOB EAST



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J. Port Alberni City Council

CITY COUNCIL MEETING SUMMARY

An information report summarizing the Regular meeting of Council held December 1, 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

25-Year Employee Recognition Awards

City employees were recognized for 25 years of service as follows:

- Ian Ritchie, Port Alberni Firefighter
- John Haley, Port Alberni Firefighter
- Trevor Lepine, Wastewater Treatment Plant Operator, Public Works
- Kirsten Smith, Collections Curator, Alberni Valley Museum

UNFINISHED BUSINESS

Clean Team Funding Update 2026

Council amended the 2026-2030 Financial Plan by allocating \$44,000 from taxation in 2026 to support the continuation of Clean Team operations for a four-month period while grant applications are pending.

Council directed Administration to issue a Request for Proposals [RFP] to identify a service provider for the operation of a Clean Team for a term of up to one year.

BYLAWS

"Official Community Plan Amendment (15th Avenue at Montrose Street), Bylaw No. 5110" and "Zoning Amendment (15th Avenue at Montrose Street), Bylaw No. 5111" were adopted. These bylaws will enable the sale of City land to Windward Homes in accordance with a Contract of Purchase and Sale. The proposed subdivision development will create 13 residential lots.

Council then directed Administration to provide recommendations regarding the designation of permanent park land within the Maquinna Trail system.

"Zoning Amendment (5405 Argyle Street), Bylaw No. 5134" was adopted. This bylaw will enable a former marine industry warehouse to be developed into a restaurant expansion and commercial kitchen.

"2025-2029 Financial Plan Amendment Bylaw No. 5123-2, 2025" was adopted. The amendment is provided to consolidate all changes made through Council resolution in 2025 within the 2025 – 2029 Five Year Financial Plan.

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

was adopted. This bylaw amendment will support application of CPI in alignment with operational needs and consolidate information under one Bylaw.

Council then repealed "Parks, Recreation and Culture Facilities Fees and Charges 2024, Bylaw No. 5106, 2024", as that information has been incorporated into the main Fees and Charges Bylaw.

CORRESPONDENCE

Alberni Valley Forestry Coalition

Council endorsed the Alberni Valley Forestry Coalition letter to the Ministry of Forests regarding actionable measures to support the recovery of the coastal forest industry.

Council received their correspondence summary which included letters from:

- a. Ministry of Post Secondary Education & Future Skills | Post Secondary Opportunities
- b. Traffic Advisory Committee Meeting Minutes | January 15, 2025
- c. Audit Committee Meeting Minutes | October 7, 2025

REPORT FROM IN-CAMERA

Council released the following from In-Camera:

- Approval of the updated Policy No. 5002-1 "Salary Administration – Exempt Positions".
- Reappointment of Joshua Dahling, Callan Noye and Colin Schult to the Community Investment Program for a one-year term commencing January 1, 2026 – December 31, 2026.
- Appointment of Kelly Johnsen to the Alberni Heritage Commission for a two-year term commencing January 1, 2026 – December 31, 2027.

NEW BUSINESS

2026 Meeting Schedules

Council approved the 2026 Meeting schedules. Meeting schedules can be found on the City website at www.portalberni.ca



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Council Appointments

Council appointed Mayor Minions (allocated 5 votes) and Councillor Haggard (allocated 5 votes), to the positions of Director of the Alberni-Clayoquot Regional District with alternates [in order] as follows: Councillor Solda, Councillor Mealey, Councillor Patola, Councillor Dame, Councillor Vergbrugge.

Council also approved the 2026 Deputy Mayor appointments, appointments to Committees and Council representatives to public bodies, commissions and select committees.

LCRB Patron Participation Entertainment Endorsement Application | The Station Taphouse
Council supported the Liquor and Cannabis Regulations Branch Patron Participation Entertainment Endorsement application from The Station Taphouse located at 3100 Kingsway Avenue.

Authorize Council Registration | 2026 Conferences

Council considered an overview of 2026 conferences and authorized the following as per Travel Policy No. 3009-2:

Councillor Haggard to participate in the 81st Annual Truck Loggers Association [TLA] Convention, taking place January 14-16, 2026 in Vancouver, BC.

Mayor Minions and Councillor Haggard to participate in the annual BC Council of Forest Industries 2026 Convention taking place April 8-10, 2026, in Vancouver, BC.

Councillors Patola and Solda to participate in the annual BC Economic Development Association [BCEDA] 2026 BC Economic Summit taking place May 11-14, 2026 in Penticton, BC.

Councillors Haggard, Patola, and Solda to participate with the Mayor in the Federation of Canadian Municipalities 2026 Annual Conference and Trade Show taking place June 4-7, 2026 in Edmonton, AB.

Up to two members of Council to participate in the Vancouver Island Economic Alliance (VIEA) Summit taking place October 20-22, 2026 in Nanaimo, BC.

Up to two members of Council to participate with the Mayor in the Housing Central Conference taking place November 16-18, 2026 in Vancouver, BC.

Notice of Motion | Playground Replacement Plan
Councillor Dame gave notice of a motion to be presented at the next Council meeting regarding development of a Playground Replacement Plan.

Notice of Motion | Adventure Park

Councillor Dame gave notice of a motion to be presented at the next Council meeting regarding an Adventure Park development plan.

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

Wednesday, January 7th
7:00 pm | Heritage Commission
Alberni Valley Museum

Monday, January 12th
2:00 pm | Regular Council
Council Chambers

Thursday, January 15th
12:00 pm | Advisory Planning Commission
Council Chambers

Monday, January 19th
6:00 pm | Committee of the Whole
Council Chambers

Wednesday, January 21st
10:00 am | Traffic Advisory Committee
Council Chambers



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K. Alberni Clayquot Regional District

ALBERNI-CLAYOQUOT REGIONAL DISTRICT

KEEPING YOU CONNECTED

Highlights from the Alberni-Clayoquot Regional District (ACRD) Board of Directors Meetings - December 2025

DECEMBER 10, 2025

DELEGATIONS & PRESENTATIONS



- CAO Daniel Sailland (left) and Board Chair John Jack (right) recognized Regional Fire Services Manager Charlie Starratt (center) and congratulated him on his retirement.
- Ione Smith, Director of Upland Agricultural Consulting, presented the Food Security Emergency Plan, Livestock Emergency Plans and the Agricultural Water to the Board of Directors. These reports can be found [HERE](#).
- The Francoeur family made a presentation to the Board of Directors regarding their Development Variance application DVF25001, 6614 Andrews Lane (Cherry Creek).

CORRESPONDENCE FOR ACTION & INFORMATION

- The Board of Directors supported motions to allow all eligible Directors to attend the 2026 Electoral Area Directors' Forum, March 10-11, 2026, and LGLA Leadership Forum, March 11-13, 2026. Both are held in Richmond, BC.
- The Board of Directors proclaimed January 2026 Crime Stoppers month. January is Crime Stoppers Month across Canada.
- The Board of Directors received information about free Asset Management Training for elected officials and chief administrative officers.

REQUEST FOR DECISIONS

- The Board of Directors directed staff to implement a Paymentus Corporation payment system for credit card processing. This will help reduce or eliminate credit card processing fees while preserving a diverse range of convenient payment options for customers.
- The Board of Directors endorsed the 2025 Port Alberni Transit Future Service Plan.
- The Board of Directors received the Alberni Valley Agricultural Water Plan Final Report, the Alberni Valley Food Security Emergency Plan, the Alberni Valley Livestock Emergency Plan, and the West Coast Food Security Emergency Plan.
- The Board of Directors authorized the CAO to enter into an interim Fire Protection Services Agreement until March 31, 2026, with Hupacasath First Nation allowing the Sproat Lake Volunteer Fire Department to provide structural fire protection services to Kleehekoot Indian Reservation No. 2 with any long-term changes to the agreement being brought back to the Alberni-Clayoquot Regional District Board of Directors.
- The Board of Directors adopted the Alberni-Clayoquot Regional District Emergency Communication and Public Notification Plan as presented.

BOARD OF DIRECTORS

Chair: John Jack Huu-ay-aht First Nations	Director Valda Siga Electoral Area "C" Long Beach	Mayor Sharie Minions City of Port Alberni	Councillor Moriah Cootes Uchucklesaht Tribe Government
Councillor Debbie Haggard City of Port Alberni (vice-chair)	Director Penny Cote Electoral Area "D" Sproat Lake	Councillor Tom Stere District of Tofino	Levana Mastrangelo - Executive Legislator Yuulu7il7ath Government
Director Bob Beckett Electoral Area "A" Bamfield	Director Susan Roth Electoral Area "E" Beaver Creek	Mayor Marilyn McEwen District of Ucluelet	For more information, visit the ACRD Website (www.acrd.bc.ca) or contact the Manager of Administrative Services at 250-720-2731 or e-mail hzenner@acrd.bc.ca .
Director Fred Boyko Electoral Area "B" Beaufort	Director Mike Sparrow Electoral Area "F" Cherry Creek	Councillor Kirsten Johnsen Toquaht Nation	

250-720-2700 www.acrd.bc.ca 3008 Fifth Ave. @ACRDgov



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ALBERNI-CLAYOQUOT REGIONAL DISTRICT

KEEPING YOU CONNECTED

NDCEMBER 10, 2025 (CONTINUED)

PLANNING MATTERS

- Temporary Use Permits
 - Consider issuing subject to conditions:
 - TUP22007R - Long Beach
 - TUP25015 - Long Beach
 - TUP25014 - Sproat Lake
 - TUP25011 - Sproat Lake
- Rezoning and Bylaws
 - Considered a first time and proceeding to public input and conditions:
 - RE25004 - Beaver Creek
 - Adopted:
 - RE25002 - Beaver Creek
- Development Variance Permit
 - Denied:
 - DVF25001 - Cherry Creek

COMMITTEE REPORTS

- Accessibility Committee - December 9, 2025 meeting
 - Advised that there were three presentations at the Accessibility Committee: from Sam Turcott, Assistant Deputy Minister from the Ministry of Social Development, Alex Hunter, Constituency Assistant, Office of Gord Johns MP, and from David Calver, Founder Society for Inclusion and Participation. Recommendations from the Accessibility Committee will be brought to the Board in January.



The ACRD recognized Tracy Bond this month for her 35 years of service with the ACRD. Tracy has been an administrative assistant and a public face of the ACRD administration team since 1990. After so many years, she has decided to retire in 2026. She will be missed. Manager of Administrative Services Heather Zenner marked her anniversary at the December staff meeting.

The ACRD administration office is closed December 24 - January 2, re-opening on January 5.



The team at the ACRD wishes
you a Happy Holidays and all
the best in the New Year!

We look forward to supporting and
serving you in the coming year.

250-720-2700 www.acrd.bc.ca 3008 Fifth Ave. @ACRDgov



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- L. Community at Large – NO REPORT
- M. Museum

ALBERNI VALLEY MUSEUM – KEY ACTIVITIES

ANNUAL STATISTICS	2025	2024*	2023**
Hours Open to the Public	1,710	1,976	1,931
Total Gallery Attendance	18,591	15,944	16,940
Total Reach	26,818	17,222	19,219
Programs	195	168	201
Instructional Hours	3,894	2,121	2,886
Volunteer Hours	2,950	2,121	1,404

* 2024 – NOTE: Education Curator position vacant first quarter negatively affecting programming and attendance.

** 2023 - Clutevil Exhibition resulted in a surge of school tours and general attendance overall. NOTE: The number of school tours is often affected by exhibition content.

AVM Exhibition | *Christmas Stories* | November 21 – January 3, 2026 | *The Christmas Stories* exhibition opened at the Alberni Valley Museum on November 21, 2025, offering visitors a festive and nostalgic journey through local holiday history. The exhibit showcased objects and artifacts from the museum’s collection that reveal how Christmas was celebrated in the Alberni Valley from the 1890s through the 1990s, highlighting both well-known traditions and unique stories from the community’s past. Presented as part of the Museum’s “Christmas Double Feature” launch event, the exhibition invited residents to connect with seasonal memories through thoughtfully curated displays reflecting more than a century of local heritage. The exhibit ran until January 3, 2026, and was warmly received as a charming addition to the community’s holiday festivities.



ANNUAL PROGRAM STATISTICS

Category	2025		2024*		2023**	
	Programs	Attendance	Programs	Attendance	Programs	Attendance
Curriculum-linked education	26	419	12	416	64	1,953
Family/Children	89	2,619	52	1,007	72	1,264
Adult	65	1,311	70	1,554	41	1,521
Special events/Collaborations	13	8,227	34	2,830	24	2,852
Total:	193	12,576	168	5,391	201	7,615

* 2024 – NOTE: Education Curator position vacant first quarter negatively affecting programming and attendance (e.g. school tours).

** 2023 - Clutevil Exhibition resulted in a surge of school tours and general attendance overall. NOTE: The number of school tours is often affected by exhibition content.

Program Highlights

The Alberni Valley Museum’s Christmas Night Market, held on November 20, 2025, invited the community to enjoy festive activities including a hot chocolate bar, hands-on seasonal crafts, and storytime for families. The event created a lively and welcoming atmosphere inside the museum, offering holiday shopping with special discounts and complementing the opening of the *Christmas Stories* exhibition.

PRC & Community Collaborations

- Museum staff contributed to the programming at the 2025 PRC Youth Fright Night at Glenwood Centre
- The Museum Shop was a vendor at the **WVHHS Christmas Art Show and Market**, held on **December 6, 2025**, at the Industrial Heritage Centre



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LOOKING AHEAD: 40TH ANNIVERSARY CELEBRATION — PORT ALBERNI ⇄ ABASHIRI | May 30th – June 15th, 2026

In 2026, the City will lead a community-wide celebration marking the 40th anniversary of the Port Alberni–Abashiri Twinning Agreement, originally signed on February 9, 1986. The main community celebration will take place on May 30th at Echo Centre, featuring family activities, cultural performances, a live video link with Abashiri, and an official civic ceremony honouring four decades of friendship and exchange. From June 1–15, complementary exhibitions, displays, and educational programs will be presented at the Alberni Valley Museum, Echo Centre, and City Hall, highlighting the history of the partnership, cultural sharing between Japanese and Nuu-chah-nulth communities, and stories from past student exchanges. Together, these events aim to both honour the legacy of the twinning relationship and reaffirm the City's commitment to future cultural, youth, and community exchange initiatives.

- |
- N. Hupačasath First Nation – NO REPORT
- O. čišaaʔatḥ (Tseshaht) First Nation – NO REPORT

9. Next Meeting

Penny Cote motioned to adjourn the meeting at 8:58 pm. The next meeting will be February 4th, 7pm (AVM).