



## 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](mailto: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 (15<sup>th</sup> Avenue at Montrose Street), Bylaw No. 5110"** and **"Zoning Amendment (15<sup>th</sup> 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Council then repealed *"Parks, Recreation and Culture Facilities Fees and Charges 2024, Bylaw No. 5106, 2024"*, as that information has been incorporated into the main Fees and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](http://www.portalberni.ca)

### **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 81<sup>st</sup> 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](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**

### **Wednesday, January 7<sup>th</sup>**

7:00 pm | Heritage Commission  
Alberni Valley Museum

### **Monday, January 12<sup>th</sup>**

2:00 pm | Regular Council  
Council Chambers

### **Thursday, January 15<sup>th</sup>**

12:00 pm | Advisory Planning Commission  
Council Chambers

### **Monday, January 19<sup>th</sup>**

6:00 pm | Committee of the Whole  
Council Chambers

### **Wednesday, January 21<sup>st</sup>**

10:00 am | Traffic Advisory Committee  
Council Chambers