



AGENDA - REGULAR MEETING OF COUNCIL

Monday, March 9, 2026 @ 2:00 PM

In the City Hall Council Chambers & Via Video-Conference
4850 Argyle Street, Port Alberni, BC

The following pages list all agenda items received by the deadline [12:00 noon on the Wednesday before the scheduled meeting]. A sample resolution is provided for most items in italics for the consideration of Council. For a complete copy of the agenda including all correspondence and reports please refer to the City's website portalberni.ca or contact Corporate Services at 250.723.2146 or by email corp_serv@portalberni.ca

Watch the meeting live at www.portalberni.ca

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A. **CALL TO ORDER & APPROVAL OF THE AGENDA**

1. Council would like to acknowledge and recognize that we work, live and play in the City of Port Alberni which is situated on the unceded territories of the Tseshaht [čišaaʔath] and Hupačasath First Nations.
2. Late items identified by Councillors.
3. Late items identified by the Corporate Officer.
4. Notice of Video Recording (live-streaming and recorded/broadcast on YouTube).

That the agenda be approved as circulated.

B. **ADOPTION OF MINUTES** - Page 5

1. *THAT the minutes of the Special and Regular meetings of Council held on February 23, 2026 be adopted, as presented.*

C. **DELEGATIONS**

1. **Introduction | Communications Manager**
Corporate Officer to introduce the City's new Communications Manager, Sara Bearchell.

D. **UNFINISHED BUSINESS**

Includes items carried forward from previous Council meetings.

1. **Temporary Use Permit 25-05 | 3048 3rd Avenue** - Page 11
Report dated March 2, 2026 from the Development Planner requesting Council consider issuance of TUP25-05.

Opportunity for members of the public to speak to the application.

THAT Council does not issue Temporary Use Permit No. 25-05 at 3048 3rd Avenue.

E. **STAFF REPORTS**

Members of the public may be recognized by Council to speak to a report if the report is a response to their correspondence or an application.

F. BYLAWS

Bylaws are required for the adoption of regulations, financial plans, changes to land use policy and to approve borrowing. A bylaw requires four separate resolutions to be adopted and must be considered over a minimum of two [2] Council meetings. Each reading enables Council to reflect on the bylaw before proceeding further.

G. CORRESPONDENCE FOR ACTION

Correspondence addressed to the Mayor and Council where there is a specific request may be included on an agenda. Correspondence regarding personnel matters, legal action and/or items of a confidential nature will not be included. Correspondence addressed to Council that is administrative or operational in nature will be circulated to Council weekly and referred to the appropriate department for review and follow-up where necessary.

1. **Guru Nanak Sikh Society | 2nd Annual Vaisakhi Parade** - Page 25

Email dated February 19, 2026 from the Guru Nanak Sikh Society requesting access to City streets on Saturday, May 9, 2026 for the 2nd Annual Vaisakhi Parade.

THAT Council authorize the Guru Nanak Sikh Society access to City streets on Saturday, May 9, 2026 from 11:00 am to 2:00 pm for the purpose of a parade from 4144 8th Ave. to Roger Street, to 10th Ave back to Guru Nanak Sikh Temple, subject to:

- *the notification of emergency services and BC Transit;*
- *consultation with all affected businesses/residents;*
- *provision of a Traffic Safety Plan completed by a certified professional, including qualified Traffic Control personnel as required;*
- *provision of standard liability insurance in the amount of \$5M; and*
- *review by event organizers of the [Report of the Study Commission of Inquiry into Community Events Safety](#) dated June 26, 2025.*

H. PROCLAMATIONS

1. **GBS/CIDP Foundation of Canada** - Page 27

Email dated March 2, 2026 requesting the month of May 2026 be proclaimed as GBS/CIDP Awareness Month in Port Alberni.

THAT Council, on behalf of the GBS/CIDP Foundation of Canada, proclaim the month of May 2026 as GBS/CIDP Awareness Month in Port Alberni.

I. CORRESPONDENCE FOR INFORMATION

Correspondence found here provides information to Council. Correspondence regarding personnel matters, legal action and/or items of a confidential nature will not be included. Correspondence addressed to Council that is administrative or operational in nature will be circulated to Council weekly and referred to the appropriate department for review and follow-up where necessary.

1. **Correspondence Summary** - Page 32

- a. Ministry of Public Safety and Solicitor General | Follow up to the 2025 UBCM Convention Meeting
- b. BC Council of Forest Industries | 'Forestry is a Solution' Initiative
- c. City of Prince George | Petition to Minister of Justice and Attorney General Re: Stronger Public Safety Measures
- d. Union of BC Municipalities | Annual Membership

J. REPORT FROM IN-CAMERA

The following motions previously passed by Council during a Closed meeting were released to the public, pursuant to Section 117 of the Community Charter.

February 9, 2026

- Council release for public consumption, execution of the lease agreement between the City of Port Alberni and the Italian Canadian Fraternal Society for 4045 6th Avenue for a five-year term, expiring December 31, 2030 in the amount of \$12 per year plus applicable taxes.
- Council release for public consumption execution of the Animal Control Service Agreement between the City of Port Alberni and Coastal Animal Control Services of BC Ltd. for a two-year term commencing March 1, 2026; and direction for Administration to bring forward an amendment to the 2026–2030 Financial Plan to provide funding for contract animal control services, including contract expenditures of \$125,714 in 2026 and \$129,485 in 2027, as follows:
 - 2026: Increasing Line 22931 – Animal Control Service Contract - \$55,975; and
 - 2026: Decreasing Line 29911 – Contingency - \$55,975.
 - 2027: Increasing Line 22931 – Animal Control Service Contract - \$51,607; and
 - 2027: Increasing Line 11111 – General Purposes - Taxes - \$51,607.

K. COUNCIL REPORTS

1. **Council and Regional District Reports - Page 42**
THAT the Council reports outlining recent meetings and events related to the City’s business, be received.

L. NEW BUSINESS

New items of business requiring Council direction as well as an opportunity for Council to raise issues as a result of the business of the meeting or to identify new items for subsequent meetings by way of a ‘Notice of Motion’.

1. **Branding Services Plan - Page 45**
Report dated February 24, 2026 from the Manager of Economic Development providing an update on the ‘Branding Services Plan.’
THAT Council authorize Administration to proceed with the ‘Branding Services Plan’ that includes up to \$50,000 annually in the Financial Plan for brand implementation for a ten-year period, 2027 through 2036, subject to annual budget approval and the pursuit of external funding [grants, sponsorships, partnerships].
2. **Notice of Motion | Mayor Minions [From the February 23rd Regular Meeting]**
THAT Council direct Administration to prepare a report that explores options regarding the City-owned portion of the Log Train Trail including:
 - i. *Inclusion within the Regional Parks’ Service;*
 - ii. *The City’s participation in the Alberni-Clayoquot Regional District – Regional Parks’ Service.*

3. **Temporary Use Permit 25-02 | 3723 Redford Street** - Page 48
Report dated March 2, 2026 from the Director of Development Services requesting Council consider allowing re-application of a Temporary Use Permit for 3723 Redford Street.

THAT Council, by an affirmative vote of at least two-thirds of the members of Council eligible to vote, authorize the acceptance and consideration of a reapplication within one (1) year of the denial date for a substantially similar Temporary Use Permit for 3723 Redford Street.

M. QUESTION PERIOD

An opportunity for the public to ask questions of Council on decisions or recommendations made during the course of the meeting. A maximum of three [3] questions will be permitted per speaker.

N. ADJOURNMENT

That the meeting adjourn at PM.

MINUTES OF THE SPECIAL IN-CAMERA MEETING OF COUNCIL
Monday, February 23, 2026 @ 12:00 p.m.
City Hall Committee Room | 4850 Argyle Street, Port Alberni, BC

PRESENT:

Council: Mayor S. Minions
Councillor D. Dame
Councillor D. Haggard
Councillor C. Mealey
Councillor T. Patola
Councillor C. Solda
Councillor T. Verbrugge

Staff: A. McGifford, Chief Administrative Officer
S. Smith, Director of Development Services | Deputy CAO
R. Macauley, Director of Finance
L. Dauphin, Director of Parks, Recreation and Culture
S. Darling, Director of Corporate Services

The meeting was called to order at 12:00 p.m.

MOVED AND SECONDED, THAT Council conduct a Special Council meeting closed to the public on the basis that one or more matters covered under Section 90 of the Community Charter will be considered, and specifically outlined as follows:

- Section 90 (1)(d)** the security of the property of the municipality;
- Section 90 (1)(e)** the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- Section 90 (1)(i)** the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

The meeting adjourned at 5:01 p.m.

CERTIFIED CORRECT

Mayor

Corporate Officer

MINUTES OF THE REGULAR MEETING OF COUNCIL
Monday, February 23, 2026 @ 2:00 PM
In the City Hall Council Chambers & Via Video-Conference
4850 Argyle Street, Port Alberni, BC

Present: Mayor S. Minions
Councillor D. Dame
Councillor D. Haggard
Councillor C. Mealey
Councillor T. Patola
Councillor C. Solda
Councillor T. Verbrugge

Staff: A. McGifford, Chief Administrative Officer
S. Smith, Director of Development Services/Deputy CAO
S. Darling, Director of Corporate Services
R. Macauley, Director of Finance
J. Macdonald, Director of Infrastructure Services
B. McLoughlin, Manager of Planning
D. Arsenault, Manager of Engineering
K. Motiuk, Deputy Director of Corporate Services (Recording Secretary)
J. Pelech, Manager of Information Services

Gallery: 20

A. CALL TO ORDER & APPROVAL OF THE AGENDA

The meeting was called to order at 2:00 PM.

MOVED AND SECONDED, THAT the agenda be approved as circulated.

CARRIED

B. ADOPTION OF MINUTES

1. *MOVED AND SECONDED, THAT the minutes of the Special meeting and Regular Council meeting held on February 9, 2026 be adopted, as presented.*

CARRIED

C. DELEGATIONS

1. **Introduction | Project Managers**

The Director of Infrastructure Services introduced the City's new Project Managers, Brandon Donais and Adem Idris.

2. **Alberni-Clayoquot Regional District**

Teri Fong, Chief Financial Officer, and Daniel Sailland, CAO, presented the draft 2026-2030 Financial Plan.

D. UNFINISHED BUSINESS

1. Temporary Use Permit | 3868 Wood Avenue

Members of the public were invited forward to speak to Temporary Use Permit No. 24-01 at 3868 Wood Avenue.

M. Rai, Applicant, spoke in support of TUP 24-01, and circulated to Council a petition of support from neighbours.

J. Ingram spoke in support of TUP 24-01.

P. Parkin spoke in support of TUP 24-01.

J. Daughtry spoke in support of TUP 24-01.

H. Chopra spoke in support of TUP 24-01.

MOVED AND SECONDED, THAT Council not issue Temporary Use Permit No. 24-01 at 3868 Wood Avenue.

DEFEATED

MOVED AND SECONDED, THAT Council authorize the Director of Corporate Services to issue TUP24-01 for 3868 Wood Avenue once the following conditions have been met to the satisfaction of the Director of Development Services:

a) Business License application

b) Approved Fire Safety Plan

c) Electrical assessment report

d) Site servicing plan prepared by a qualified professional.

CARRIED | Res. No. 26-52

E. STAFF REPORTS

Mayor Minions left the meeting at 3:23 p.m. and returned to the meeting at 3:25 p.m.

Councillor Haggard left the meeting at 3:36 p.m. and returned to the meeting at 3:38 p.m.

1. R.C.M.P. Quarterly Report | OIC Inspector Bruce

MOVED AND SECONDED, THAT Council receive the R.C.M.P. Quarterly report for the period October 1 – December 31, 2025 as information.

CARRIED | Res. No. 26-53

F. BYLAWS

1. OCP and Zoning Bylaw Amendments | 6123 & 6151 Russell Place

MOVED AND SECONDED, THAT second reading of "Zoning Amendment (6123 & 6151 Russell Place) Bylaw No. 5119" be repealed.

CARRIED | Res. No. 26-54

MOVED AND SECONDED, THAT "Zoning Amendment (6123 & 6151 Russell Place) Bylaw No. 5119" be read a second time, as amended.

CARRIED | Res. No. 26-55

MOVED AND SECONDED, THAT “Official Community Plan Amendment Bylaw No. 5144” be now introduced and read a first time.

CARRIED | Res. No. 26-56

MOVED AND SECONDED, THAT “Official Community Plan Amendment Bylaw No. 5144” be read a second time.

CARRIED | Res. No. 26-57

MOVED AND SECONDED, THAT Bylaws No. 5119 and 5144 be advanced to a Public Hearing on March 23, 2026 at 6:00 pm in City Hall, Council Chambers.

CARRIED | Res. No. 26-58

G. CORRESPONDENCE FOR ACTION

1. Little Bavaria Restaurant | 60th Anniversary Community Celebration

MOVED AND SECONDED, THAT Council authorize Little Bavaria Restaurant access to City streets on Saturday, August 15, 2026 from 12:00 pm to 7:00 pm for the purpose of a community celebration marking the restaurant’s 60th anniversary, subject to:

- *the notification of emergency services and BC Transit;*
- *consultation with all affected businesses/residents;*
- *provision of a Traffic Safety Plan completed by a certified professional, including qualified Traffic Control personnel as required;*
- *provision of standard liability insurance in the amount of \$5M;*
- *review by event organizers of the [Report of the Study Commission of Inquiry into Community Events Safety](#) dated June 26, 2025; and,*
- *Receipt of Special Event Permit from the LCRB.*

CARRIED | Res. No. 26-59

2. BC Farmers’ Markets

MOVED AND SECONDED, THAT Council direct Administration to prepare a letter of thanks to the Honourable Josie Osborne, Minister of Health in support of the BC Farmers’ Market Nutrition Coupon Program.

CARRIED | Res. No. 26-60

H. PROCLAMATIONS

I. CORRESPONDENCE FOR INFORMATION

The Director of Corporate Services summarized correspondence to Council as follows:

- a. Town of View Royal | Response to City letter re: Provincial Housing Legislation Coordinated Judicial Review
- b. ACRD Board Highlights | January 2026

Councillor Dame left the meeting at 3:45 p.m. and returned to the meeting at 3:50 p.m.

MOVED AND SECONDED, THAT Council receive the Council Correspondence Summary as information.

CARRIED | Res. No. 26-61

J. REPORT FROM IN-CAMERA

K. COUNCIL REPORTS

1. Council and Regional District Reports

MOVED AND SECONDED, THAT the Council reports outlining recent meetings and events related to the City's business, be received as information.

CARRIED | Res. No. 26-62

L. NEW BUSINESS

1. Transportation Master Plan Survey #2

MOVED AND SECONDED, THAT Council receive the report 'Transportation Master Plan Survey #2' dated February 13, 2026 as information.

CARRIED | Res. No. 26-63

2. Municipal Campground Development

MOVED AND SECONDED, THAT Council direct Administration to prepare a business case to implement and finance Phase 1 of the Municipal Campground Strategy for Paper Mill Dam Park.

MOVED AND SECONDED, THAT Council amend the motion to include Seaton Park.

CARRIED | Res. No. 26-64

Main Motion as Amended

MOVED AND SECONDED, THAT Council direct Administration to prepare a business case to implement and finance Phase 1 of the Municipal Campground Strategy for Paper Mill Dam Park and Seaton Park.

CARRIED | Res. No. 26-65

3. Clutesi Haven Marina | Assumption of Operations

MOVED AND SECONDED, THAT Council authorize the internal borrowing of \$500,000 to fund the capital transition and modernization of Clutesi Haven Marina, including the acquisition of critical infrastructure and implementation of parking management systems.

CARRIED | Res. No. 26-66

MOVED AND SECONDED, THAT Council direct Administration to implement a 2026 rate structure for Clutesi Haven Marina that reflects a Consumer Price Index (CPI) increase to 2025 rates, with a freeze on parking fees until 2027.

CARRIED | Res. No. 26-67

MOVED AND SECONDED, THAT Council amend the “City of Port Alberni 2026-2030 Financial Plan Bylaw No. 5138” as follows:

- i. 2026 - Add new account – Clutesi Haven Marina Revenue - \$428,500*
- ii. 2026 - Add new account – Clutesi Haven Marina Expenditures - \$323,775*
- iii. 2026 - Line 19114 - Transfers from Prior Year - \$145,275*
- iv. 2026 – Add new account – Clutesi Haven Marina Debt Repayment – \$250,000*
- v. 2027 - Add new account – Clutesi Haven Marina Revenue - \$474,213*
- vi. 2027 - Add new account – Clutesi Haven Marina Expenditures - \$337,448*
- vii. 2027 - Line 19114 - Transfers from Prior Year - \$119,485*
- viii. 2027 – Add new account – Clutesi Haven Marina Debt Repayment – \$256,250*
- ix. 2028 - Add new account – Clutesi Haven Marina Revenue - \$486,068*
- x. 2028 - Add new account – Clutesi Haven Marina Expenditures - \$446,277*
- xi. 2028 - Line 19114 - Transfers from Prior Year - \$222,866*
- xii. 2028 – Add new account – Clutesi Haven Marina Debt Repayment – \$262,656*
- xiii. 2029 - Add new account – Clutesi Haven Marina Revenue - \$498,220*
- xiv. 2029 - Add new account – Clutesi Haven Marina Expenditures - \$414,559*
- xv. 2029 - Line 19114 - Transfers from Prior Year - \$147,434*
- xvi. 2029 – Add new account – Clutesi Haven Marina Debt Repayment – \$231,094*
- xvii. 2030 - Add new account – Clutesi Haven Marina Revenue - \$510,675*
- xviii. 2030 - Add new account – Clutesi Haven Marina Expenditures - \$423,048*

CARRIED | Res. No. 26-68

4. Notice of Motion – Mayor Minions

That Council direct Administration to prepare a report exploring the inclusion of the City-owned portion of the Log Train Trail into the Regional Park service.

5. Recreation Services | Grant-in-Aid Increase

MOVED AND SECONDED, THAT Council direct Administration to formally request an increase in the grant-in-aid funding from the Alberni-Clayoquot Regional District for the Parks & Recreation service.

CARRIED | Res. No. 26-69

M. QUESTION PERIOD

N. ADJOURNMENT

MOVED AND SECONDED, THAT the meeting adjourn at 4:09 p.m.

CARRIED

Mayor

Corporate Officer

Date: March 2, 2026
 File No: 4520-20-TUP25-05
 To: Mayor & Council
 From: A. McGifford, CAO
 Subject: **DEVELOPMENT APPLICATION – Temporary Use Permit at 3048 3rd Avenue, Port Alberni**
 LOT 6, BLOCK 72, DISTRICT LOT 1, ALBERNI DISTRICT, PLAN 197 (PID: 009-277-323)
 LOT 7, BLOCK 72, DISTRICT LOT 1, ALBERNI DISTRICT, PLAN 197 (PID: 009-277-340)
 Applicant: Kulwinder Dlay

Prepared by:  J. Gavas Planner 1	Reviewed by:  B. McLoughlin Manager of Planning	Director:  S. Smith, Dir. of Development Services Deputy CAO	CAO Concurrence:  A. McGifford, CAO
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RECOMMENDATIONS

THAT Council not approve Temporary Use Permit No. 25-05 at 3048 3rd Avenue.

PURPOSE

To consider Temporary Use Permit TUP-25-05, enabling the property at 3048 3rd Avenue to operate as a warehouse. The applicant is requesting the permit be issued for three years.

BACKGROUND

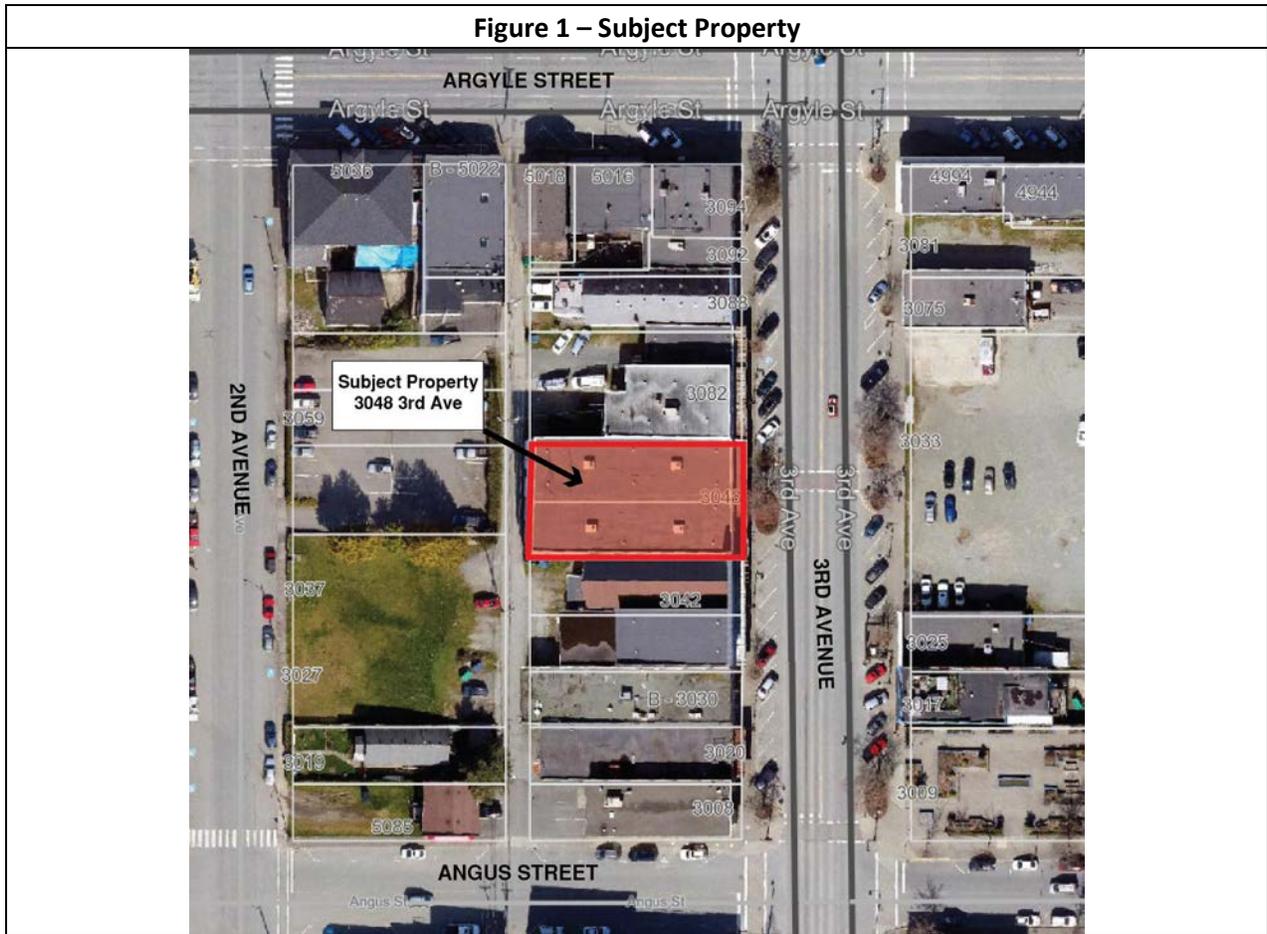
The subject property (3048 3rd Avenue) is located midblock between Argyle Street and Angus Street in the Uptown commercial neighbourhood. Merit Furniture and Appliance has owned the property since August 2005, and has been using the building as a warehouse for approximately fifteen years. The building is currently used to store furniture and appliances for a retail store located approximately 100 metres south at 2935 3rd Avenue. The business license registered to the property expired in 2008, and the warehouse building has no public access.

The City has received bylaw complaints at the property related to building maintenance and graffiti. Photos of the current façade condition are attached as Figure 3 and Figure 4. The building façade shows visible signs of disrepair affecting the canopy, signage, exterior materials and paint.

Bylaw Enforcement

Early in 2025, Community Safety staff began issuing tickets to commercial properties in the Uptown District if they were non-compliant with the Zoning Bylaw. In June 2025, a letter requesting Zoning compliance was issued to the subject property, and in response, the owner submitted an application for a Temporary Use Permit.

Location	3048 3 rd Avenue
Current Land Use	<i>General Commercial (GCO)</i>
Current Zoning	<i>C7 Core Business</i>
Proposed Temp. Use	To use the property as a warehouse.
Lot Size	8250 sq ft (0.2 acres)



ALTERNATIVES/OPTIONS

1. That Council not approve Temporary Use Permit No. 25-05 at 3048 3rd Avenue.
2. That Council authorize the Director of Corporate Services to issue Temporary Use Permit 25-05 at 3048 3rd Avenue once the following conditions have been met to the satisfaction of the Director of Development Services:
 - a. Obtain a Business License and undergo all required inspections.
 - b. Submit an itemized plan for façade remediation and maintenance.
3. That Council direct staff to provide additional information.

Figure 2 – Zoning Map

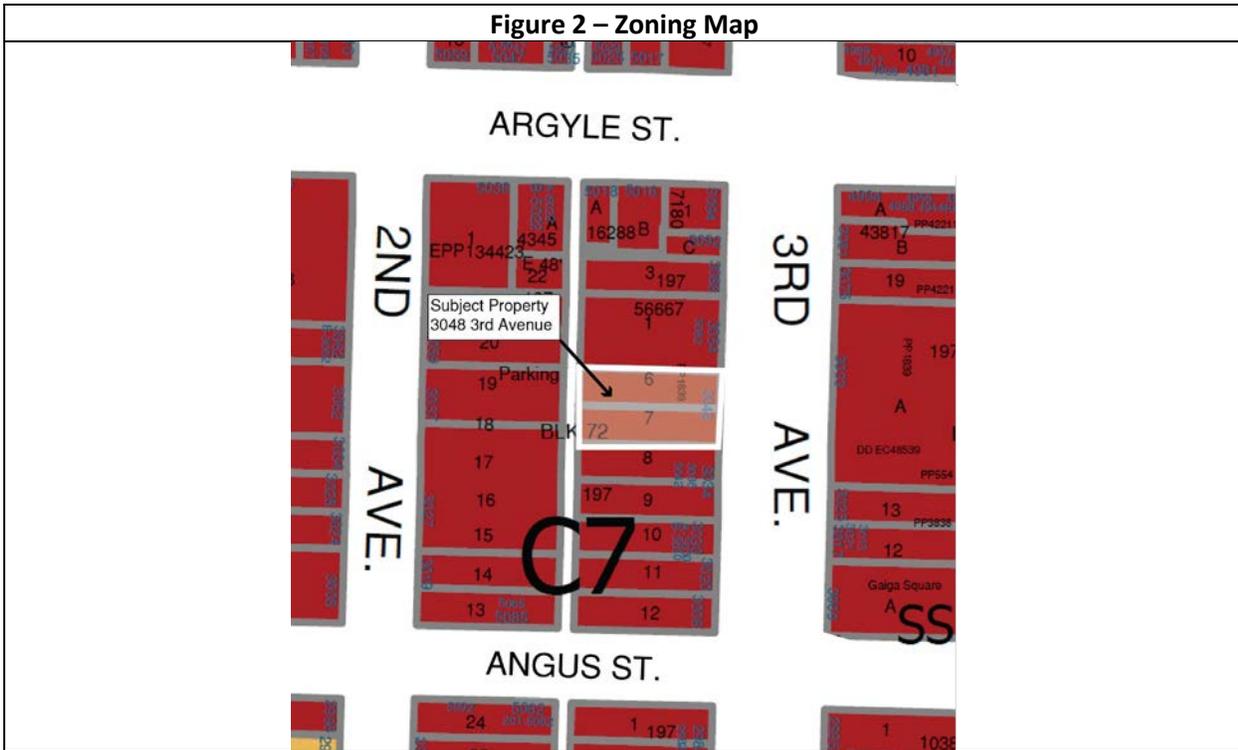


Figure 3 – Current Condition of Subject Property



ANALYSIS

Official Community Plan - Policy and Land Use

The TUP application does not align with the General Commercial (GCO) land use policy in the OCP, which supports a broad range of pedestrian-scale uses to create vibrant and compact shopping nodes. Instead, OCP policy supports the Southport Commercial area as having a distinctive sense of place and becoming the primary shopping, tourist, and cultural node. Table 1 identifies these OCP policies.

Table 1 – General Commercial OCP Policy	
OCP Section	Text
General Commercial Policy 5.1.1	<i>Lands designated as General Commercial (GCO) on Schedule “A” (Land Use Map) are to be used for a broad range of pedestrian-scale uses including retail, office, financial, institutional, service, entertainment, food and beverage, and accommodation. Residential is permitted where it is located above ground floor commercial, unless stated otherwise.</i>
Southport (Within GCO Designation) Policy 5.2.2	<i>The role of Southport as a primary shopping, tourist, cultural, residential and social node with a distinctive sense of place is supported and is to be achieved through a coordinated and sensitively developed program of streetscape enhancements and public space improvements (particularly in association with the waterfront). This may form an integral part of a comprehensive urban design plan.</i>

Table 2 lists OCP criteria for Council to consider in the issuance of TUP. The application has been reviewed according to the criteria under *Section C: 3.0 Temporary Use Permits*.

Table 2 – OCP Policy on Temporary Use Permits		
Section C: Plan Goals & Land Use Designations	Council Policy	Temporary Use Permit No. 25-05
3.0.1	<i>Temporary Use Permits may be considered on all lands designated as Industrial Use or Commercial Use on the Schedule “A” (Land Use Map).</i>	<ul style="list-style-type: none"> Property is designated General Commercial (GCO) on the OCP land use map. A TUP may be considered.
3.0.2	<i>The issuance of a Temporary Use Permit is intended to provide a short-term opportunity for uses that either relocate or cease to exist within a maximum of a six-year period.</i>	<ul style="list-style-type: none"> The TUP would allow time for Merit Furniture to relocate the warehouse to a zone where this is a permitted use. The duration of the TUP would be three (3) years, though Council may approve a shorter term.

3.0.3	<i>Ensure long-term public policy for the area is not changed.</i>	<ul style="list-style-type: none"> • Authorizing TUP25-05 would alter public policy in the area by authorizing a warehouse to operate in the downtown core.
3.0.4	<i>Maintain a reasonable level of compatibility with the surrounding development.</i>	<ul style="list-style-type: none"> • Issuance of TUP 25-05 would authorize a warehouse to operate on a retail shopping street, which is incompatible with the surrounding downtown neighbourhood.

Zoning Bylaw No. 5105, 2024.

The property is zoned C7 Core Business. The intent of the C7 zone is to establish and maintain vibrant mixed use commercial core areas, with attention to providing goods and services to residents, the travelling public and tourists. “Warehousing” is not a permitted use in the C7 zone because it is incompatible with the intent of the zone. Accordingly, “Warehousing” is a permitted principal use in the M1, M2, and M3 Industrial zones, as well as the C3 Service Commercial Zone. The stated purpose of industrial zones is to establish and maintain areas containing industrial uses including wholesale, warehouse and manufacturing operations.

Figure 4 – Warehouse Use and Façade Condition



Vibrant Downtowns

Downtown areas should be vibrant places that foster social interaction, economic exchange, and a strong sense of community. The following principles should be taken into consideration for this application:

- A warehouse does not provide any commercial or retail services that would attract pedestrians to the downtown core.
- Street frontages that have a variety of doors and transparent windows helps to create visual interest and increases pedestrian activity. Warehousing creates an inactive façade that is closed to the public, and has no visual interest to encourage pedestrians to stop and visit.
- Active streets and commercial spaces add more ‘eyes on the street’ which contribute to neighbourhood safety. This is a core principle of Crime Prevention Through Environmental Design (CPTED). The empty storefront provides no natural surveillance, decreases pedestrian activity and provides opportunity for crime in and around the property.
- A complete community provides amenities and services to residents within walking distance of their homes. A warehouse does not help residents meet their daily needs and does not contribute to creating a complete neighbourhood.

Financial Considerations

An \$800 application fee was collected to process this TUP application.

Legal Considerations

Authority to approve a TUP is located in sections 492 – 497 of the *Local Government Act* (LGA).

- A TUP may be issued for up to three years.
- Council may consider renewing a permit for an additional three years for a maximum of six years.
- After expiry of a TUP, Council may consider a new TUP on the same property.

Intergovernmental Factors

N/A

Interdepartmental Involvement

This application was referred to City departments for review.

Community Safety and Social Development (CSSD) provided the following comments:

- The property is currently being used as a warehouse, which is negatively impacting the neighbourhood.
- Unsightly, unmaintained exterior. The sign has fallen off and is now displaying “Woolworths”, which left the neighbourhood long ago.
- The alcove is a gathering spot for marginalized people, with overnight camping, open drug use, littering, and graffiti.

IMPLICATIONS

The operation of a warehouse at 3048 3rd Avenue is contrary to policy in the OCP, Zoning Bylaw, the *Corporate Strategic Plan*, and the *Uptown District Revitalization Strategy*. Use of the property as a warehouse negatively impacts the vitality of the commercial neighbourhood, does not provide services for residents and visitors, reduces pedestrian activity, and creates more opportunity for nuisance and crime.

If Council does not approve TUP25-05, the applicant will be required to cease their warehouse operation, and if necessary, relocate to a property zoned to allow warehousing (Service Commercial or Industrial).

If Council approves TUP25-05, the applicant will be authorized to continue operating a warehouse on the property for three years, with a possible renewal up to six years under this permit. Issuance of the TUP should be conditional upon the owner submitting a Business License application and undergoing inspections for safety and BC Building Code compliance as well as submitting a façade remediation plan to the Director of Development Services.

COMMUNICATIONS

Staff re-issued public notice as per section 494 of the LGA. Advertisements were placed in the local paper for two consecutive issues, and notices were mailed to owners and occupants within 100 metres of 3048 3rd Avenue. The permit was also made available for public viewing at the Development Services counter. A total of 213 letters were mailed, and as of the date of this report, two items of correspondence have been received.

BYLAW/PLAN/POLICY

1. Official Community Plan:

Section C – 3.0 Temporary Use Permits

- The application has been reviewed according to OCP policy and guidelines, which enables issuance of a TUP on lands designated GCO General Commercial.

General Commercial (GCO) and Southport (within GCO)

- The application is not aligned with the General Commercial (GCO) policies as outlined in Table 1.

2. Zoning Bylaw No. 5105, 2024

A TUP is required because the operation of a warehouse is not a permitted use in the C7 Core Business Zone. Warehousing does not align with the intent of the C7 zone.

3. 2023 - 2027 Corporate Strategic Plan

Issuance of TUP25-05 does not align with the following Council strategies:

- 2.2.3 Encourage full use of commercial buildings aligning with community plans and bylaws.
- Goal 5.1: The community is aesthetically appealing and there are locally authentic public spaces. Citizens are proud of their community.

4. Uptown District Revitalization Strategy (2021)

Issuance of TUP25-05 does not align with the following policies in the UDRS.

- Strategy 1.5: Provide leadership to address the issue of empty commercial storefronts in Uptown.
 - Work with property owners to determine the causes of empty storefronts and land-use non-compliance.
 - Enforce bylaws to ensure land use compliance (for example: commercial spaces should be used for business, not as storage).

5. Complete Communities Assessment (2024)

The Complete Communities Assessment identified that residents of the Uptown have very good access to their daily needs, but the neighbourhood lacks full-service grocery stores, convenience stores, childcare facilities, or education facilities. TUP25-05 will not improve access to daily needs, or enhance the completeness of the neighbourhood.

SUMMARY

Temporary Use Permit No. 25-05 would authorize the property at 3048 3rd Avenue to continue operating as a warehouse for Merit Furniture and Appliance. “Warehousing” is not a permitted use in the C7 Core Business zone, and does not align with policies in the Official Community Plan, Zoning Bylaw, Corporate Strategic Plan and the Uptown District Revitalization Strategy. Administration recommends TUP25-05 not be approved by Council.

ATTACHMENTS/REFERENCE MATERIALS

1. *Notice of Temporary Use Permit*
2. *Temporary Use Permit (TUP25-05)*
3. *Email received from C. Mudge*
4. *Email received from B. Boudreau*



NOTICE OF TEMPORARY USE PERMIT

Temporary Use Permit No. 25-05

Upcoming Council Meeting

March 9, 2026 2:00 PM

City Hall, Council Chambers
4850 Argyle Street
Port Alberni

The City of Port Alberni has received an application for a permit to temporarily allow uses on a property not currently authorized by Zoning Bylaw No. 5105, 2024.

SUBJECT PROPERTY:

1. 3048 3rd Avenue, Port Alberni

Lot 6, Block 72, District Lot 1, Alberni District, Plan 197
(PID: 009-277-323)

Lot 7, Block 72, District Lot 1, Alberni District, Plan 197
(PID: 009-277-340)

DETAILS:

Temporary Use Permit No. 25-05 would authorize the property at 3048 3rd Avenue to operate as a furniture and appliance warehouse.

The duration of the permit would be three (3) years with an option for Council to approve an additional three (3) years.

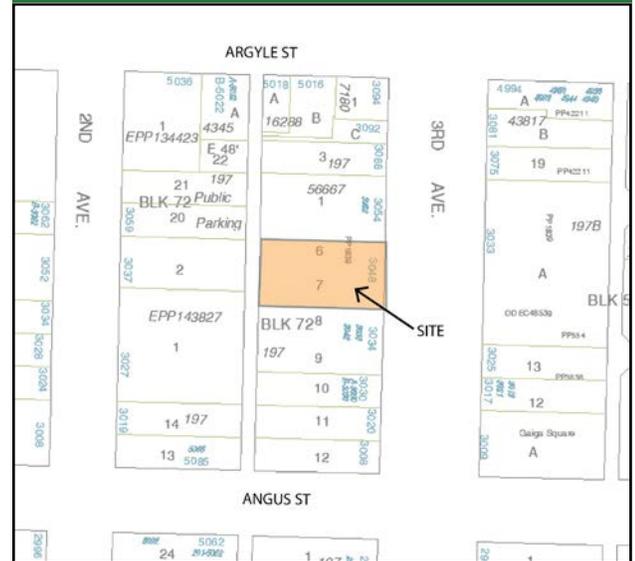
TO PROVIDE FEEDBACK:

All comments to City Council must be received before **March 9, 2026 at 12:00 P.M.**

- Address correspondence to 'Mayor and Council' c/o 4850 Argyle St., Port Alberni, BC V9Y 1V8
- Include in the subject line: **"Temporary Use Permit 25-05"**
- Include the name and address of the person making the submission
- Email correspondence may be sent to: corp_serv@portalberni.ca
- Correspondence may also be hand delivered to the drop box located left of the main entrance to City Hall.

TO SPEAK AT THE MEETING:

- Attend the meeting in-person at the date and time of the meeting in City Hall Council Chambers.
- Any person who wishes to speak to this application will be afforded an opportunity during the meeting.



LOOKING FOR MORE INFORMATION?

TO VIEW DOCUMENTS

Copies of the permit as well as relevant reports, plans, and documents are available for inspection from February 23 to March 9 at the Development Services Department, located at 4835 Argyle Street. Office hours are Monday to Friday, 8:30am to 4:30pm.

QUESTIONS?

Call the Development Services Department at 250-720-2835, or Email to: developmentsservices@portalberni.ca

TEMPORARY USE PERMIT

Temporary Use Permit No: 25-05

Registered Owner(s): Merit Furniture and Appliance

Applicant: Kulwinder Dlay

Subject Property: 3048 3rd Avenue, Port Alberni, BC

Legal Description: LOT 6, BLOCK 72, DISTRICT LOT 1, ALBERNI DISTRICT, PLAN 197

Parcel Identifier(s): 009-277-323

Legal Description: LOT 7, BLOCK 72, DISTRICT LOT 1, ALBERNI DISTRICT, PLAN 197

Parcel Identifier(s): 009-277-340

Purpose: To permit a *Warehouse* use on the property.

Authorization is hereby granted to Merit Furniture and Appliance to use the subject property for the purpose of a furniture and appliance warehouse in accordance with the conditions of TUP 25-05.

CONDITIONS of PERMIT:

1. This permit applies to the subject property described above and shown on Schedule A.
2. This permit authorizes the temporary use, beginning on March 09, 2026, and expiring on March 09, 2029, at which time the rights granted under this permit will cease.
3. This permit is issued subject to compliance with all relevant City of Port Alberni Bylaws, except as specifically varied or supplemented by this Permit.
4. The following operating conditions must be met:
 - a) A business license must be obtained along with all required inspections.
 - b) Submit an itemized plan for façade remediation and maintenance to the Director of Development Services.
5. This permit may be extended one time, by application to Council, prior to the expiry date of March 09, 2029, for a period of not more than three (3) years, as per section 497(2) of the *Local Government Act*.
6. At the time of expiry of this permit, the owner shall cease the non-conforming uses and restore the subject property to a state of conformity with zoning regulations and all relevant municipal bylaws.
7. City Council has the right to terminate this permit for any breach of the above conditions.

The City of Port Alberni shall file notice of this permit in the Land Title Office stating the land is subject to Temporary Use Permit No. 25-05.

THIS IS NOT A BUILDING PERMIT

Authorized by

Corporate Officer

This Permit is issued under the Seal of the City of Port Alberni on _____, 2026.

SCHEDULE A – Location Map



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CITY OF PORT ALBERNI

<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 type="checkbox"/> Parks, Rec. & Heritage
<input type="checkbox"/> Finance	<input checked="" type="checkbox"/> Development Services
<input checked="" type="checkbox"/> Corporate Services	<input type="checkbox"/> Community Safety
<input type="checkbox"/> Other _____	<input type="checkbox"/> Other _____
<input checked="" type="checkbox"/> Agenda	
File # <u>3070-20-2505</u>	

From: C [redacted] Mudge [redacted]
Sent: January 8, 2026 12:15 PM
To: Corporate Services Department <corp_serv@portalberni.ca>
Subject: Temporary Use Permit 25-05

To Whom It May Concern,

I am writing to formally express my opposition to the proposed Temporary Use Permit allowing the property located at 3048 3rd Avenue, Port Alberni (Lots 6 and 7) to continue operating as a furniture storage facility.

This property has had a consistently negative impact on the surrounding block and nearby storefronts. Rather than contributing to an active, safe, and welcoming commercial area, it has become a problem location that attracts loitering, homelessness-related issues, and drug use. As a result, it is widely regarded as the dirtiest and most problematic spot on the block.

Allowing this unit to remain a storage facility does nothing to improve the street's overall safety, cleanliness, or economic vitality. Inactive storage uses create dead zones with little to no daily activity or foot traffic, which only exacerbates the existing issues. This directly affects neighboring businesses and residents by discouraging customers from visiting the area and undermining efforts to maintain and revitalize our downtown.

Approving this Temporary Use Permit would be a step backward for the neighborhood. The property would be far better suited for an active commercial or community-serving use that contributes positively to the street and supports the surrounding businesses, rather than detracting from them.

For these reasons, I respectfully urge the City to deny the Temporary Use Permit application for 3048 3rd Avenue (Lots 6 and 7).

Thank you for your time and consideration.

Sincerely,

C [redacted] Mudge

Please don't hesitate to call me for any additional information.

[redacted]

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CITY OF PORT ALBERNI

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<input checked="" type="checkbox"/> Mayor	<input type="checkbox"/> Engineering/PW
<input checked="" type="checkbox"/> CAO	<input type="checkbox"/> Parks, Rec. & Heritage
<input type="checkbox"/> Finance	<input checked="" type="checkbox"/> Development Services
<input checked="" type="checkbox"/> Corporate Services	<input type="checkbox"/> Community Safety
<input type="checkbox"/> Agenda	<input type="checkbox"/> Other

File # 3020-2025-TWP 2505

From: B [redacted] Boudreau [redacted]
Sent: March 3, 2026 7:44 PM
To: Corporate Services Department <corp_serv@portalberni.ca>
Subject: Temporary Use Permit 25-05

Dear Mayor and Council,

I am writing to provide feedback on Temporary Use Permit No. 25-05 for the property at 3048 3rd Avenue.

I do not support approving this permit for use as a furniture and appliance warehouse. This property sits on a central corridor through South Port Alberni, and the surrounding area is actively working toward revitalization through new storefront businesses and pedestrian-oriented activity.

As a resident of this neighbourhood, I have seen firsthand the positive impact new storefronts and businesses have had on the community. Supporting uses that contribute to that momentum would better align with the direction this area is moving.

Allowing warehouse-style use in this location does not align well with those efforts. A warehouse contributes little to street presence, foot traffic, or the type of economic activity that helps main streets grow and attract new businesses. In contrast, this site has strong potential to support a retail storefront or other customer-facing use that would better contribute to the character and long-term revitalization of the neighbourhood. Even though the permit is temporary, approving a warehouse use for up to three years risks slowing momentum in an area that is trying to strengthen its commercial identity.

I encourage Council to consider uses that better support an active main street environment for this location.

Thank you for considering my feedback.

Sincerely,

B [redacted] Boudreau, P.Eng

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FEB 20 2026

CITY OF PORT ALBERNI

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<input checked="" type="checkbox"/> Mayor	<input checked="" type="checkbox"/> Engineering/PW
<input checked="" type="checkbox"/> CAO	<input type="checkbox"/> Parks, Rec. & Heritage
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File #	<u>RCM Mar 9</u>
	<u>810001</u>

From: Derek Hanebury <dhanebury@hotmail.com>
Sent: February 19, 2026 7:03 PM
To: Corporate Services Department <corp_serv@portalberni.ca>
Subject: Permission Request for 2026 Vaisakhi Parade

Dear Mayor Minions and Council,

The Guru Nanak Sikh Society of Port Alberni is seeking the City of Port Alberni's approval for Port Alberni's second annual Vaisakhi Parade on Saturday May 9, 2026, from 11 a.m. to 2 p.m. The event will be similar to last year's as described below and will include food stalls providing free food to all attendees. Support personnel from the Sikh communities in Courtenay, Nanaimo, Surrey and Victoria will be assisting us with the event.

Parade Route

Once again, the parade will follow a circular route turning north from the Guru Nanak Sikh Temple at 4144 8th Avenue to Roger Street, then right on Roger Street to 10th Avenue, right on 10th Avenue to Redford Street, right on Redford Street to 8th Avenue, then right on 8th Avenue back to the Guru Nanak Sikh Temple.

Parade Composition

The parade will feature around six floats and will include live traditional Sikh music, martial artists, and one float for the Sikh Holy Book, Guru Granth Sahib. At the front of the parade will be a group of hand sweepers brushing the dirt from the road, followed by a water truck cleaning the roadway with water. In addition, the local Industrial Heritage Society is likely to take part again by including several of their vintage industrial vehicles in the parade.

Traffic Control

We will be employing the same professional traffic control company as last year and will have their qualified traffic control personnel create a traffic safety plan that we will submit to your engineering department well in advance of the parade.

Food Services

Current plans are for one or two food stalls along the route offering free food and drink with the remaining free food services to be situated at the 8th Avenue Gurdwara.

Insurance

Once again, Schill Insurance will provide us with \$5 million in standard liability insurance, proof of which will be forwarded to the City well in advance.

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Notifications

Parade details will be provided to emergency services, local transit, affected businesses and residents.

Clean-up

A thorough sweep of the parade route will be completed post-parade to remove any residual litter or debris.

Please advise us if any other information or commitments are required, and/or we would be happy to send a delegation to a City Council meeting should you have any questions. Feel free to call Paramjeet Singh at 250 735-3527 as well. He is the local priest and one of the main organizers for the event. As the liaison person for this event, I would be happy to respond to any inquiries as well via this email address or by phone at 250 720-9552.

Thank you for considering our request, and we look forward to hearing from you in the near future.

Sincerely,

Derek Hanebury

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MAR 02 2026

CITY OF PORT ALBERNI

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| <input checked="" type="checkbox"/> Mayor | <input type="checkbox"/> Engineering/PW |
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| <input checked="" type="checkbox"/> Agenda | <input type="checkbox"/> Other _____ |
| File # | <u>0630-01-2026</u> |

From: Cheryl Dean <cdean@gbscidp.ca>
Sent: March 2, 2026 6:10 PM
To: Corporate Services Department <corp_serv@portalberni.ca>
Subject: GBS/CIDP Foundation of Canada

My name is Cheryl Dean. I have been a Survivor since 2008 of a rare autoimmune illness called Guillain-Barré Syndrome. I am also one of the BC Liaisons with the GBS/CIDP Foundation of Canada and have been a member of the Foundation since 2008.

As a Liaison, part of my role and the role of the other Liaisons is to support patients with GBS/CIDP and their variants, in and out of the hospital in the City of Port Alberni area.

We have been holding virtual support group meetings every two months both in-person and virtually. We held our first Walk & Roll event 2 years ago in 2024 and it was a huge success. We are hosting our 3rd Walk & Roll and are looking towards its steady growth of patients, families and friends.

We have multiple Liaisons in BC and we continue to support our patients and their families virtually or by phone, by email and by text. The Foundation's Medical Advisory Board includes prominent Neuromuscular Specialists across Canada including Dr. Kristine Chapman, who practices out of the Vancouver General Hospital and Dr. Katherine Beadon, who practices out of St. Paul's Hospital.

The GBS/CIDP Foundation of Canada continues to support and educate patients and families upholding our Mission and Vision which can be found on the accompanying Tri-folds.

I have attached the Tri-fold in both English and French, along with our Proclamation Request.

Please contact me if you have any questions or concerns regarding the Port Alberni City Council approving this Proclamation Application.

*Cheryl Dean,
 GBS/CIDP Liaison
 GBS/CIDP Foundation of Canada*



GBS/CIDP Foundation of Canada

Guillain-Barré Syndrome/Chronic Inflammatory Demyelinating Polyneuropathy
Support, Education, Research, Advocacy

Honorary Board

Larry Brenneman (*deceased*)
Tom Feasby, MD
Angelika Hahn, MD
Susan Keast, *Founder*
Serge Payer
Kenneth Shonk, MD
Demetrios Strongolos

Executive Director

Donna Hartlen

Officers

Darryl Bedford
President
Pamela Stoikopoulos
Vice President
Ayman Kafal
Treasurer
Alexandre Grant
Secretary

Board of Directors

Darryl Bedford
Alexandre Grant
Ayman Kafal
Holly Longstaff
Akash Purewal
Pamela Stoikopoulos
Ron Van Holst

Medical Advisory Board

Steven Baker, MD
Katherine Beadon, MD
Timothy Benstead, MD
Pierre Bourque, MD
Vera Bril, MD
Colin Chalk, MD
Kristine Chapman, MD
Angela Genge, MD
Hans Katzberg, MD
Kurt Kimpinski, MD
Rami Massie, MD
Elizabeth Pringle, MD
Zaeem Siddiqi, MD
Jiri Vajsar, MD
Chris White, MD
Douglas Zochodne, MD

February 20, 2026

City of Port Alberni City Council
4850 Argyle Street
Port Alberni, B.C.
V9Y 1V8

Dear Mayor Sharie Minions:

We are writing to respectfully request that the city of Port Alberni proclaim the month of May, 2026 as GBS/CIDP Awareness Month. The month of May, has been internationally designated as "GBS and CIDP Awareness Month" to educate the public and to focus attention on these rare conditions. The GBS/CIDP Foundation of Canada is a national not-for-profit patient organization that supports patients and families afflicted with Guillain-Barré Syndrome (GBS), Chronic Inflammatory Demyelinating Polyneuropathy (CIDP), and variants such as Multifocal Motor Neuropathy (MMN). We serve patients through support, education, research and advocacy.

GBS has a sudden onset of symptoms, which can cause complete paralysis within a day. Recovery can be unpredictable, patients and their families face an uncertain future, usually requiring months of hospital care without knowing if or when they will recover, or whether they will face long-term disabilities. Earlier diagnosis, treatment, and access to rehabilitation services can improve the chances of avoiding permanent lifelong residual damage of the nerves. The cause of these conditions is unknown, and can develop in any person, regardless of age, gender or ethnic background

We are working to raise awareness of these rare conditions so that future patients get help sooner and will know that our organization is here to provide hope. We provide support and information through trained volunteers, our website, materials provided to hospitals, and organize local and online peer-to-peer support group meetings. We provide patient educational events and build awareness within the medical community. We advocate for access to diagnosis and appropriate treatment, and also support Canadian research that aims to improve the quality of life of GBS, CIDP, and their variants.

While considered rare diseases, in Canada GBS affects 2 in 100,000, and in Zika outbreaks 9-24 in 100,000. CIDP affects 5-7 in 100,000. For more information: www.gbscidp.ca
Please let us know if there is anything further you require for our proclamation request to be approved for this year and for subsequent years.

Please see the attached email or application from Cheryl Dean. Cheryl is a GBS survivor and is our lead BC liaison. She is supporting 3 patients in your community.

Thank you for your consideration.

Kim Brooks
Patient Advocate & Volunteer Coordinator
kbrooks@gbscidp.ca
1-403-510-3170
www.gbscidp.ca

Canadian charity registration number: 887327906RR0001

3100 Garden Street, PO Box 80060 RPO Rossland Garden, Whitby, Ontario, L1R 0H1

PH:1-647-560-6842 gbscidp.ca



Proclamation

WHEREAS, the Month of May, has been internationally designated as "GBS and CIDP Awareness Month" to educate the public and to focus attention on Guillain-Barré Syndrome (GBS) and Chronic Inflammatory Demyelinating Polyneuropathy (CIDP), rare, paralyzing and potentially catastrophic disorders of the peripheral nerves; and

WHEREAS, Guillain-Barré Syndrome (GBS) and its variants, are rare conditions which can be characterized by rapid onset of weakness and, often, paralysis of the legs, arms, breathing muscles and face, in some cases leading to complete paralysis requiring life-sustaining hospital care. Often accompanied with excruciating pain, and

WHEREAS, Chronic Inflammatory Demyelinating Polyneuropathy (CIDP) and its variants, are rare progressive conditions, which can be characterized by the onset of weakness, numbness and tingling, which can lead to the paralysis of the legs and arms and effect other areas of the body, and it is not uncommon for individuals to endure significant pain, and

WHEREAS, the cause of GBS and CIDP is unknown, and these conditions can develop in any person, regardless of age, gender or ethnic background, and

WHEREAS, GBS and CIDP have a slow and unpredictable recovery, patients and their families face an uncertain future, usually requiring months of hospital care without knowing if or when they will recover, or whether they will face long-term disabilities. Earlier diagnosis, treatment, and access to rehabilitation services can improve the chances of avoiding permanent lifelong residual damage of the nerves, and

WHEREAS, in 2003, GBS/CIDP Foundation of Canada a patient organization providing support, education, research, and advocacy, was founded so that no patient or family would go through GBS, CIDP, and variants such as MMN alone.

Mission :

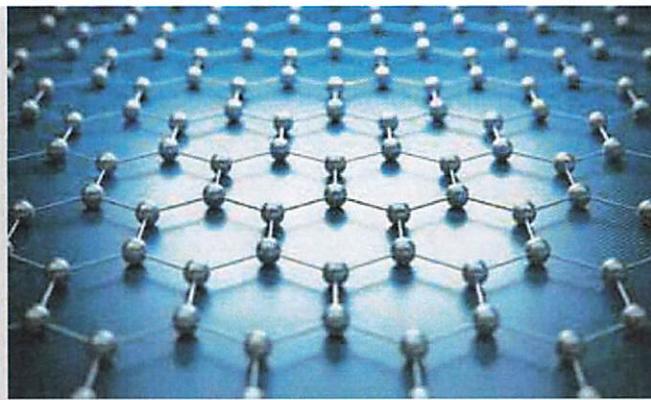
To engage in advocacy, including treatment access, (at the federal, provincial and grassroots levels) to improve the quality of life for individuals and families affected by GBS, CIDP, or variants such as MMN.

Vision :

Every person affected by GBS, CIDP, or variants such as MMN, will have access to early and accurate diagnosis, expert interdisciplinary treatment and support, and through continued research, a cure will be developed.

GBS/CIDP Foundation of Canada is a registered Canadian charity. Our foundation is made up of trained caring volunteers who have had GBS, CIDP, and variants, who are dedicated to the support of our patient community in hopes that no patient goes through these disorders alone.

If you or someone you know would like more information, please contact the foundation. Medical professionals are welcome to contact us for literature and to get more information on how to connect your patients with the foundation.



For more information, please contact: **Support • Education • Research • Advocacy**



GBS/CIDP
Foundation of Canada

GBS/CIDP Foundation of Canada
3100 Garden Street
PO Box 80060 RPO Rossland Garden
Whitby, ON L1R 0H1

1 (647) 560-6842
info@gbscidp.ca
www.gbscidp.ca

The foundation is extremely fortunate to have the commitment and expertise of dedicated neurologists that are on our Medical Advisory Board. For a list, visit www.gbscidp.ca.

Find us on :





Charity Registration: 887327906RR0001

Guillain-Barré Syndrome

Chronic Inflammatory Demyelinating Polyneuropathy

Multifocal Motor Neuropathy

Miller Fisher Syndrome & variants



Guillain-Barré Syndrome (GBS)

is an inflammatory disorder of the peripheral nerves, those outside the brain and spinal cord. Rapid onset of weakness and often paralysis of the legs and arms within a few weeks of onset accompany this disorder. Back pain or pain in the extremities as well as numbness and tingling can also be part of the initial presentation. Patients during early days of onset may require intensive care to monitor breathing and other body functions. Rehabilitation helps during the recovery phase, which can take months or even years. GBS can affect any person, at any age, of either gender, or any ethnic background. **Miller Fisher Syndrome (MFS)** is a variant of GBS which also presents rapidly and affects the peripheral nerves. However, MFS more commonly causes unsteadiness and imbalance and affects the eye muscles causing double vision, visual blurring or droopy eyelids.

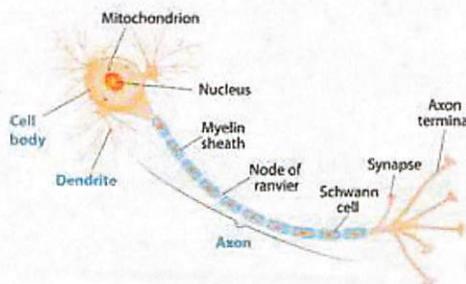


Treatments :

- High dose of intravenous immunoglobulin (IVIg)
- Plasma Exchange

Chronic Inflammatory Demyelinating Polyneuropathy (CIDP)

is an inflammatory disorder of the peripheral nerves. There is increasing weakness as well as numbness and tingling of the legs and arms that can develop over a period of a few months and symptoms continue if untreated. It is caused by damage to the covering of then nerves, called myelin. If treated early and aggressively, therapies can limit the damage to the nerves and contribute to a better quality of life. Like GBS, CIDP can start at any age, and with either gender.



Acquired Motor Sensory Neuropathy (AMSAN)

, also known as Lewis Sumner Syndrome is often considered a variant of CIDP. It shares many features with CIDP but typically has a more asymmetric (more side to side differences), and multifocal (specific areas affected) presentation compared to patients with CIDP.

Treatments :

- Immunotherapies, (IVIg, SCIG)
- Plasma Exchange
- Prednisone
- Immunosuppressives

Multifocal Motor Neuropathy (MMN)

is an inflammatory nerve disease affecting the myelin sheath, or the insulation of nerves, similar to CIDP and GBS. It typically has a slow course over many years and affects the arms with weakness in the muscles that bend the fingers, however any nerve and muscle group can be affected. On nerve testing (EMG), "blocking" of the responses to the nerves that go to the muscles is seen. Sometimes, antibodies to a molecule called GM1-ganglioside are present and can be detected with additional testing. This can help with the diagnosis.

Treatments :

- Immunotherapies, such as IVIG
- Plasma Exchange
- In contrast to CIDP, MMN is not usually responsive to medications such as prednisone or other immunosuppressives

Services Available :

- Hospital visitation by knowledgeable volunteers
- Telephone support
- Local support group meetings
- Educational material
- Names of physicians specializing in the disorders
- Educational presentations
- Newsletters
- National & Regional Conferences
- Research funding
- Patient advocacy
- Awareness events
- Patient stories

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FEB 23 2026

CITY OF PORT ALBERNI



**BRITISH
COLUMBIA**

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| <input checked="" type="checkbox"/> Council | <input type="checkbox"/> Economic Development |
| <input checked="" type="checkbox"/> Mayor | <input type="checkbox"/> Engineering/PW |
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| <input checked="" type="checkbox"/> Agenda | <input type="checkbox"/> Other _____ |
- File # RCM Mar 9
0400-20-9559

VIA EMAIL

Ref: 682456

February 23, 2025

Her Worship Sharie Minions
Mayor of the City of Port Alberni
4850 Argyle Street,
Port Alberni, B.C. V9Y 1V8
Email: sharie_minions@portalberni.ca

Dear Mayor Minions,

Thank you and the delegation from the City of Port Alberni for such an informative meeting during this year's Union of BC Municipalities Convention in Victoria. It was a pleasure meeting with you and hearing about the issues of importance to your community.

I am writing to follow up on our discussion regarding the increased instances of violent crime, and policing costs affecting your community.

It is my understanding that you met with Ministry staff in the Policing and Security Branch (PSB) on October 16, 2025, to discuss your concerns regarding the increased presence of organized crime in your community and the differing costs of policing for those within the City of Port Alberni municipal boundaries and those within the Alberni-Clayoquot Regional District.

Based on this discussion Ministry staff will continue to collaborate with city staff to identify potential opportunities to enhance community-based resources, including initiatives that may be eligible for funding through the federal Gun and Gang Violence Action Fund.

This meeting was a welcome opportunity to exchange ideas and share information. Together, I am confident we can work to address issues of importance to the City of Port Alberni through continued partnership.

Sincerely,

Nina Krieger
Minister of Public Safety and Solicitor General

pc: Glen Lewis, Assistant Deputy Minister and Director of Policing and Law Enforcement Services
Jacqueline Davies, Executive Director, Policing and Security Branch
Vedrana Covic, Executive Director, Policing and Security Branch

Ministry of
Public Safety
and Solicitor General

Office of the Minister

Mailing Address:
Parliament Buildings
Victoria BC V8V 1X4

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FEB 26 2026

CITY OF PORT ALBERNI

February 26, 2026

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File # _____	

RCM Mgr

0360-01



Re: Request for Official Endorsement of “Forestry is a Solution”

Dear Councillor Solda,

On behalf of a coalition of forest sector organizations, I am requesting that the City of Port Alberni endorse the **Forestry is a Solution** initiative by way of council motion, demonstrating community support for forestry across British Columbia.

Launched on January 20, 2026, at the BC Natural Resources Forum in Prince George, this province-wide initiative is led by a broad coalition of community leaders, workers, and industry advocates. Our goal is to demonstrate the deep public support for British Columbia’s forest sector and ensure it remains a strategic asset for the future of our province.

Why This Matters to Our Community

For many communities across British Columbia, forestry is more than an industry—it is a cornerstone of your economic resilience. However, the sector currently faces significant headwinds from global competition, challenging operating conditions, and damaging U.S. trade actions. We believe that by working together, we can show the provincial government that forestry provides the solutions for BC’s most urgent challenges, including:

- **Building affordable housing** by providing renewable, low-carbon materials.
- **Reducing wildfire risks** through active, professional forest management in our backyards.
- **Supporting family-sustaining jobs** for skilled workers in the bush, at the mills, and in the office.
- **Contributing revenues and services** that fund our local schools, hospitals, and public services.
- **Storing carbon** in every beam and board, helping cut building emissions.



Request for Action

The **Forestry is a Solution** initiative outlines four key priorities for immediate government action to strengthen the sector:

1. **Speed up access to economic wood** by expediting permits and approvals for greater predictability.
2. **Improve competitiveness and cost certainty** by reducing administrative and regulatory burdens.
3. **Fix BC Timber Sales** to ensure a reliable and competitive supply of logs for mills and secondary manufacturing.
4. **Support First Nations partnerships** with the capacity and tools to expedite referrals and increase revenue sharing.

Request to Council

We respectfully request that Council consider a motion to:

1. **Officially endorse** the “Forestry is a Solution” campaign.
2. **Encourage community members** to visit forestryisasolution.com to sign the petition and send a letter to their MLA, the Minister of Forests, the Premier, and the Official Opposition Forests Critic.
3. **Support staff** to share information about Forestry is a Solution through your community’s official communication channels.

Our collective goal is to reach **5,000** signatures to demonstrate support for the government to take these practical steps. When our forests and forest sector thrive, our communities remain strong.

Thank you for your leadership and for your continued support of the workers and families who depend on BC forestry. We would be pleased to provide a brief presentation to Council on this initiative at your earliest convenience.

Sincerely,



Kim Haakstad

President & CEO, BC Council of Forest Industries

On behalf of coalition partners:

- BC Council of Forest Industries (COFI)
- Truck Loggers Association (TLA)
- Alliance of Resource Communities (ARC)
- ResourceWorks
- Interior Logging Association (ILA)
- Interior Forest Labour Relations Association (IFLRA)
- BC Pulp and Paper Coalition
- Private Forest Landowners Association (PFLA)
- Woodlots BC
- Council on Northern Interior Forest Employment Relations (Conifer)
- North West Loggers Association
- Independent Lumber Manufacturer's Association (ILMA)

Enclosed

- Forestry is a Solution Platform





Take Action The Problem The Opportunity Who Supports This

Forestry is a solution for BC, for Canada.

- + Supports people.
- + Strengthens communities.
- + Builds economic resilience.

British Columbia's forest sector can help protect jobs, strengthen communities, and build a stronger BC and Canada. At a time of global uncertainty and damaging U.S. duties and tariffs we need a made-in-BC solution.

BC has the forests, the workers, and the expertise. Let's work together for BC.

[Take Action](#) > [Learn More](#) >



Take Action:
Support a made-in-BC economic solution

Do you support BC forestry? Take one or all of these steps:

Step 1: Sign the petition

Sign [this petition](#) and stand with neighbours and friends to support BC forestry.

[Sign Petition](#)

Powered by [spah*activation](#)

Step 2: Send the letter

Politicians need to hear from you. Send [this letter](#) to your MLA and the BC Government.

[Send Letter](#)

Travis Joern (joern@cofi.org) is signed in

Powered by [spah*activation](#)

Step 3: Share the campaign

Let's bring BC together on this issue. Share with your networks!

Share on:

Share on:

Share on:

Share on:

The Problems

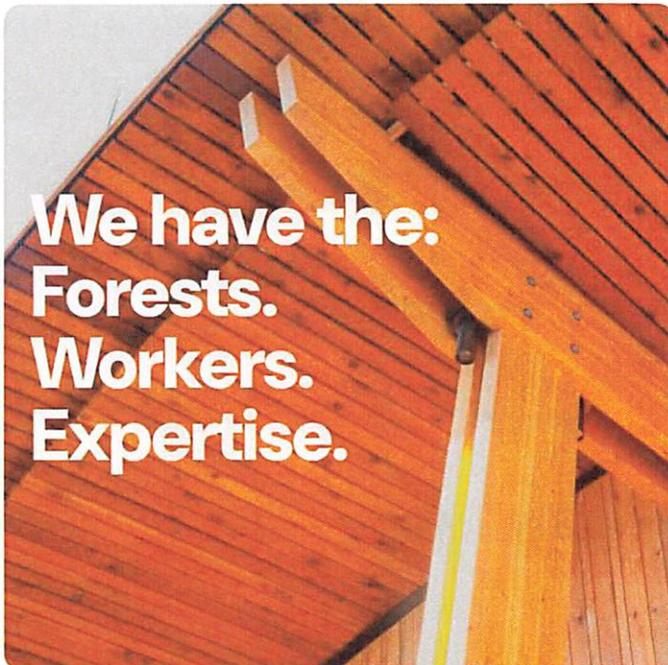
British Columbia's forest sector is operating in a difficult global environment:

- Global competition is increasing
- Conditions in BC limit the full potential
- U.S. trade actions hurt Canadian wood producers

Yet despite these headwinds, forestry remains one of BC's greatest economic opportunities.

This is a moment to focus on homegrown solutions that create value here in British Columbia.

Take Action >



The Opportunity

British Columbia has the timber to support a healthy and sustainable forest sector. Ready to harvest and fire-damaged timber is available — and demand for Canadian wood remains strong. The opportunity is clear:

Get wood moving efficiently through the value chain from the forest to the mill to your home

This will:

- Keep people working
- Offset economic damage from U.S. trade actions
- Create more value and increase secondary manufacturing jobs
- Strengthen economic security

This is about using harvest ready timber better and faster.

Take Action >



Let's work together for BC

What needs to happen:

<p>1. Speed up access to economic wood</p> <p>Expedite permits and approvals so timber reaches mills in a predictable and timely way.</p>	<p>2. Improve competitiveness and cost certainty</p> <p>Address administrative and regulatory burdens affecting harvesting and manufacturing.</p>	<p>3. Make BC Timber Sales work as intended</p> <p>Deliver a reliable, competitive supply of logs to support mills and workers.</p>	<p>4. Support First Nations partnerships</p> <p>Support First Nations with the capacity and tools to expedite referrals and increase revenue sharing.</p>
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[Take Action >](#)

Why Forestry matters right now

Forestry is a solution. When it can reach its full potential, forestry is a strategic asset for British Columbians. BC's forest sector:

- ✓ Supports tens of thousands of good, family-sustaining jobs
- ✓ Keeps rural, First Nations, and urban communities economically strong
- ✓ Supplies Canadian wood for housing and infrastructure
- ✓ Stores carbon in every beam and board, helping cut building emissions
- ✓ Generates public revenue for essential services
- ✓ Reduces wildfire risk through active forest management

A Broad Coalition of Support:

This is about working together to ensure forestry continues to contribute to BC's future. Support for forestry solutions spans British Columbia, including:

- Forestry workers and their families
- First Nations governments and entrepreneurs
- Local businesses and contractors
- Industry organizations
- Residents who care about economic stability and community resilience



[Take Action >](#)



CITY OF PRINCE GEORGE

Local Governments in British Columbia

February 25, 2026

RE: City of Prince George requesting signatures in its petition to the Minister of Justice and the Attorney General of Canada

Dear Colleagues,

On behalf of the City of Prince George, I am writing to ask for your support in signing our petition to the Minister of Justice and the Attorney General of Canada.

Prince George continues to advocate for stronger public safety measures, an issue currently affecting municipalities across the country. This petition offers all British Columbians a meaningful way to participate and demonstrate to the federal government the importance of a collective voice in working together to find solutions.

The petition calls upon the federal government to:

- Amend the Criminal Code of Canada to strengthen bail requirements for prolific and non-violent offenders to include provisions for repeat offences to lead to:
o automatic detention,
o release to be dependent on reverse onus, and/or
o demonstration of the Principle of Respect for the Law
Appoint more judges, crown prosecutors and paralegals to end court backlogs
Provide funding and resources for Crown Counsel to increase capacity and decrease delays in preparing and bringing cases to court in a timely manner
Provide funding and resources to provincial correctional centres and support services to increase capacity for detention of individuals, as well as providing rehabilitation and release planning services

We encourage you to share our petition within your communities.

The petition is available on the House of Commons website until March 27, 2026 at 12:25 p.m. PST.

Respectfully,

Handwritten signature of Simon Yu

Simon Yu
Mayor
City of Prince George

OFFICE OF THE MAYOR

1100 Patricia Blvd. | Prince George, BC, Canada V2L 3V9
p: 250.561.7600 | www.princegeorge.ca

RECEIVED

MAR 02 2026

CITY OF PORT ALBERNI

- Checked boxes for Council, Mayor, CAO, Corporate Services, Agenda, and File # 0400-60-Gen
Other departments listed: Economic Development, Engineering/PW, Parks, Rec. & Heritage, Development Services, Community Safety, Other

Transmitted via email

February 23, 2026

Council Members
City of Port Alberni
4850 Argyle Street
Port Alberni, BC, V9Y 1V8

- Council
- Mayor
- CAO
- Finance
- Corporate Services
- Agenda
- File # 0400-65-CUBCM
- Economic Development
- Engineering/PW
- Parks, Rec. & Heritage
- Development Services
- Community Safety
- Other _____



RECEIVED

FEB 26 2026

CITY OF PORT ALBERNI

Dear Mayor,

I am pleased to invite City of Port Alberni to renew its annual membership in the Union of B.C. Municipalities (UBCM).

For 120 years, UBCM’s work has been grounded in the belief that British Columbians are better off when local governments have a voice at the provincial level. We know that when legislation is developed with robust input from communities, the outcomes are stronger and more effective. Raising your voice remains our driving mission, whether designing funding programs that put decision-making power in local hands, or conveying local government perspectives to the Province.

A core focus this year will be understanding the nuts and bolts of reconciliation. As the Province has been rolling out its commitments under DRIPA, it is increasingly evident that local governments need to be involved to ensure lasting outcomes.

Through resolutions, members have communicated unwavering support for reconciliation – and at the same time, repeatedly asked the Province for clarity and transparent engagement. UBCM is working with Provincial staff to develop protocols to engage local governments as partners in reconciliation, and we continue to advocate for early and open involvement in relevant negotiations and discussions.

At Convention 2025, a pivotal session on the Cowichan Tribes court ruling offered members a space for non-partisan discussion of the practical implications of the decision. The recording of the panel was watched over 11,000 times, showing the value of a neutral, fact-based discussion on emerging issues.

Over the past few years, the provincial government has trended towards centralizing its decision-making, spending less time developing new legislation, and putting constraints around consultation. The unintended consequences – such as complications with housing legislation – have led to a growing sense of frustration among local governments and First Nations and made UBCM’s advocacy for open consultation more urgent.

And we are seeing results.

In September we successfully challenged the Province to give more time for UBCM members to weigh in on proposed changes to the *Heritage Conservation Act*, which had been planned for fall 2025. In a few short weeks, we solicited and conveyed detailed feedback from members. We’re pleased that the initial fast-tracked implementation has slowed down, and we are continuing to push for meaningful engagement on a modernized *Heritage Conservation Act* before it is introduced to the legislature.

In 2025, escalating U.S. trade actions created new risks for BC’s economy. UBCM led research to assess the local level impacts of U.S. tariffs on key industries and communities, enabling members and the Province to better understand and respond to potential pressures.

This summer we launched the first Strategic Priorities Fund intake under the renewed 10-year Canada Community-Building Fund agreement. This intake makes as much as \$7 million available for local governments to regionally significant, innovative legacy projects. Our team administered millions in funding through a dozen programs covering emergency services, asset management, Community-to-Community forums and more.

UBCM resolutions are foundational to our advocacy, and each year hundreds of issues are raised for debate. The volume shows the range of issues communities deal with – but the sheer number poses some challenges. In 2025, members approved a new framework to screen out duplicate resolutions and keep our work focused on local government jurisdiction. We look forward to a sharpened set of resolutions in 2026.

The UBCM Group Benefits Plan continues to provide an excellent array of health benefits for local government staff, along with plan management services. This program is among the best in the province; we're pleased to have welcomed several new members over the last year and now manage a fund for more than 4,000 employees across BC.

Our strength as an organization is tied to the diversity of our members, which now includes 14 elected First Nations councils in addition to the 27 regional districts and 162 municipalities. As we look ahead to 2026, UBCM will continue championing our members' priorities, and look for your participation to ensure our advocacy remains grounded in local expertise.

If you have any questions or feedback about our work, please do not hesitate to contact me directly.

Sincerely,



Councillor Cori Ramsay
President, Union of B.C. Municipalities



COUNCILLOR HAGGARD – COUNCILLOR REPORT MARCH 9TH, 2026 - REGULAR COUNCIL MEETING

February 2, 2026 – I met with the Executive Director of Community Futures regarding an update on the proposed Campus of Care.

February 3, 2026 – Town Hall on Forestry Supports – This virtual town hall was hosted by the Minister of State for Local Governments & Rural Communities and the Minister of Forests. This town hall provided an overview of forestry worker supports and community transition services for communities impacted by mill closures.

February 6, 2026 – I met with a local resident to discuss the continuing mental health and addiction crisis and the importance of housing for all residents in the community.

February 8, 2026 – Community Futures Alberni-Clayoquot, Alberni Low Energy Housing and the Alberni Health Care Society hosted a town hall at the Capitol Theatre and presented the proposed Campus of Care model to the public. Attendees were generally in support of the proposed model. However, some concerns were expressed for taking land out of the ALR in order to build the proposed concept.

February 11, 2026 – Alberni Clayoquot Regional Hospital District Board meeting

Highlights include:

- Dr. Charmaine Enns, Medical Health Officer, gave an overview of health and population in the ACRD
- Marcie De Witt, coordinator for the Alberni Clayoquot Health Network, gave an annual update of the organization
- Alberni Clayoquot Regional Hospital board of Directors directed staff to convene a group to prioritize capital projects to help inform Island Health of the regional needs

February 11, 2026 – Alberni Clayoquot Regional District Board of Directors meeting

Highlights include:

- Dr. Charmaine Enns, Medical Health Officer, Island Health, Dr. Nick Davey, Air Quality Meteorologist, Ministry of Environment & Parks, Dr. Sarah Henderson, Scientific Director Environmental Health, BC Centre for Disease Control, co-presented on the effects of wildfire smoke on air quality with a focus on recent wildfires within or close to the ACRD and emergency preparedness
- Jimmie Hodgson, Vice-President Sustainability & Chief Forester, Colin Kuzman, Community Relations, Mosaic Forest Management gave a general update on the activities of Mosaic in the region
- Board of Directors direct staff to coordinate a Policy Group debrief for the Mount Underwood fire

February 12, 2026 – Alberni Clayoquot Regional District Committee of the Whole meeting –

Presentations were given by individual departments which included items achieved during the 2025 fiscal year, work plan for the year 2026 and an overview of the 2026 -2030 draft financial plan.

February 12, 2026 – Tsawak-qin Public Advisory Group meeting

Highlights include:

- Operational goal for 2026
 - Harvesting 20 – 20 thousand cubic metres per month
- Lizard Pond rebuilding causing Alberni Inlet Trail closure from mid-February to May
- Review of terms of Reference and suggested changes and clarification of language
- A Stumpage and Waste presentation

January 22, 24 and February 13, 2026 – I met with several business owners located in the 3rd Avenue area in order to listen to their concerns regarding the proposed 2nd Avenue supportive housing project.

February 17, 2026 – I met with an employee of Island Health to discuss gaps in the community that are preventing recruitment of medical personnel to coming to Port Alberni. These gaps include extended hours for childcare, office space for remote workers, low rate of graduating students attending post secondary, lack of “missing middle” housing, and the need for increased bike lanes. In addition, I offered support for any visiting medical personnel to the community.

February 18, 2025 – Councillor Dame, Councillor Solda and I attended the Alberni Valley Chamber of Commerce quarterly members meeting. Jolleen Dick, Chief Executive Office, spoke of many upcoming changes and a new direction the Chamber is taking for the coming year. Guest speakers were representatives from Community Futures, Alberni Low Energy Housing and the Alberni Health Care Society. They presented the proposed Campus of Care model to the business community and asked for support for the concept.

February 20, 2026 – I attended a community round table with Terry Yung, the **Minister of State for Community Safety & Integrated Service**. Members of the community expressed their concerns regarding repeat offenders, vandalism and theft directed towards local businesses and general concern for safety in the community. Thank you to Minister Osborne for inviting Minister Yung to the community and thank you to the Chamber of Commerce for hosting this round table.

February 25, 2026 – Councillor Mealey and I met with Janne Fraser, the Executive Director of Sage Haven Society to discuss the agenda for the Coldest Night of the Year.

February 25, 2026 – Alberni Clayoquot Regional District Board of Directors meeting

Highlights include:

- Fred Kramer, Lynn Machacek, Colleen Dane from HDR, gave a presentation and the final report on the Alberni Valley Rail Corridor study
- Michael Moore, Operations Manager, Alberni Valley Makerspace Society, provided operational updates on the activities of the Makerspace and requested permission to expand existing lease space
- Board of Directors provide a letter of support to the Alberni Fall Fair Association regarding their grant application to the Tourism Destination Events program

February 26, 2026 – Alberni Valley Forestry Coalition – A presentation from Shannon Janzen, co-chair of the Provincial Forestry Advisory Council, on “From Crisis to Care – BC’s Forest Future: Forest Report and Recommendations”. This report provides recommendations for a new stable system for communities, economies and ecologies.

February 26, 2026 – Alberni Clayoquot Regional District Public Engagement – Staff presented an overview of accomplishments for 2025 and work plan for 2026 and the proposed 2026 – 2030 financial plan. A question-and-answer period followed the presentation.

February 28, 2026 – Coldest Night of the Year - I want to thank Councillor Dame, Councillor Mealey (also emcee for the event), Councillor Verbrugge and CAO McGifford for supporting the walk for the Coldest Night of the Year. This event helps to raise funds for the important work that Sage Haven Society does in our community. I want to thank the team at Sage Haven, the volunteers, the many sponsors, but most importantly, the people from the community who came out and supported this event.

Date: February 24, 2026
 File No: 0640-30-March 9, 2026
 To: Mayor and Council
 From: Andrew McGifford, CAO
 Subject: **Branding Services Plan**

Prepared by: P. DEAKIN <hr/> P. DEAKIN, MANAGER OF ECONOMIC DEVELOPMENT	Supervisor: A. MCGIFFORD <hr/> Chief Administrative Officer	CAO Concurrence:  <hr/> A. MCGIFFORD, CAO
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RECOMMENDATION

THAT Council authorize Administration to proceed with the ‘Branding Services Plan’ that includes up to \$50,000 annually in the Financial Plan for brand implementation for a ten-year period, 2027 through 2036, subject to annual budget approval and the pursuit of external funding [grants, sponsorships, partnerships].

PURPOSE

Provide an update on the ‘Branding Services Plan’ and to present the anticipated costs of implementing the branding over a ten-year period.

BACKGROUND

The City applied for and received a \$500,000 Forest Impact Transition (FIT) grant in early 2025 which included a \$75,000 allocation for a branding (or a rebranding) of Port Alberni. Branding is considered a strategic economic development tool, helping to define the community, what we stand for, and how we are distinguished from other communities on Vancouver Island and in the rest of BC.

A clear compelling brand can:

- help investors understand our value proposition,
- provide a recognizable ‘hook’ that can influence traveler choices,
- strengthen community identity and pride,
- enhance recruitment and retention efforts,
- align stakeholders around a shared vision,
- improve perceptions internally and externally.

On December 1, 2025, a Request for Proposal for Branding Services was issued. 28 responses from across the country were received, 7 interviews conducted and a firm was selected to do the work though a contract has not yet been signed.

All interviewed firms, and the three municipal references provided by the preferred proponent emphasized two consistent lessons:

1. Council support for the process is essential to legitimacy, adoption and long-term implementation; and
2. Implementation costs for signage, website overhauls and other matters could run into the mid six-figures over a ten-year period.

Given the long-term implications, staff is bringing the anticipated implementation approach to Council now to confirm support and provide transparency.

The City of Quesnel (one of the references) has tracked costs associated with their rebrand since 2016. This has included buildings/facilities signage, wayfinding signage (roads and trails), websites, vehicle decals, uniforms, print materials, flags, banners, legal services, etc. Quesnel advised that external funding through grant funding and sponsorship helped offset portions of their implementation costs.

Administration proposes to use the Quesnel experience as a benchmarking guide, and then tailor Port Alberni’s implementation plan based on local priorities.

ALTERNATIVES/OPTIONS

1. THAT Council authorize Administration to proceed with the ‘Branding Services Plan’ that includes up to \$50,000 annually in the Financial Plan for brand implementation for a ten-year period, 2027 through 2036, subject to annual budget approval and the pursuit of external funding [grants, sponsorships, partnerships].
2. The Council direct Administration to ask REDIP, the grant funder, to allow a scope change and invest the \$75,000 in another eligible initiative.

ANALYSIS

OPTION	PRO	CON
1. Proceed with branding and develop a phased implementation plan	<ul style="list-style-type: none"> • Branding provides value • Branding needs doing • Time has been invested • Grant funding provides for other economic development initiatives • Completing the process will show those who responded to the RFP and others that we believe in this strategic tool 	<ul style="list-style-type: none"> • May ‘fetter’ an incoming Council • Implementation costs not currently budgeted
2. Ask REDIP for a scope change for the \$75,000	<ul style="list-style-type: none"> • Funding could be allocated to other economic development initiatives 	<ul style="list-style-type: none"> • Will lose opportunity to rebrand with grant funding

IMPLICATIONS

Implementation costs will depend on Council’s desired pace, the final brand standards, and the number and type of assets to be updated (signage, fleet, digital platforms, forms/templates, facilities, uniforms, etc.). Based on benchmarking and typical municipal experience, implementation costs could conceivably average \$50,000 a year over the next 10 years, which would be an increase of 0.13% in 2027 and 0.12% in the year 2028-2030. Administration would look to seek grants and sponsorships to support this process.

This phased approach is intended to:

- spread costs across multiple years;
- coordinate updates with planned replacements where possible; and
- reduce the risk of large one-time budget impacts.

Administration will also seek to offset costs through grants, sponsorships, partnerships, and coordination with already-budgeted renewal projects where eligible and appropriate.

COMMUNICATIONS

If Council endorses the recommendation, a series of announcements will follow at each stage of the process.

BYLAWS/PLANS/POLICIES

Several goals in Council's *2023-2027 Corporate Strategic Plan* are advanced:

- 1.4: The City adapts in response to ongoing demographic change and community development
- 2.1: The tourism/visitor sector of the local economy flourishes
- 2.3: The Community has a strategy that effectively encourages investment and sustainable growth
- 3.1: The highest and best use is made of City-owned assets
- 4.4 Building sustainable environmental economic sectors
- 5.1: The community is aesthetically appealing and there are locally authentic public spaces

SUMMARY

Council is being asked to confirm support for proceeding with the Branding Services Plan and to establish a phased, ten-year implementation plan [2027-2036].

ATTACHMENTS/REFERENCE MATERIALS

n/a

Copies:

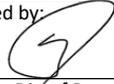
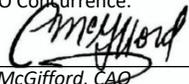
CAO

Director of Corporate Services

Director of Parks, Recreation & Culture

Manager of Culture

Date: March 2, 2026
 File No: 4520-20-TUP25-02
 To: Mayor & Council
 From: Andrew McGifford, CAO
 Subject: **DEVELOPMENT APPLICATION – Temporary Use Permit at 3723 Redford Street, Port Alberni - Consideration for Re-application**
 Applicant: Harbans Loomba

Prepared by:  S. Smith, Dir. of Development Services Deputy CAO	CAO Concurrence:  A. McGifford, CAO
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RECOMMENDATION

THAT Council, by an affirmative vote of at least two-thirds of the members of Council eligible to vote, authorize the acceptance and consideration of a reapplication within one (1) year of the denial date for a substantially similar Temporary Use Permit for 3723 Redford Street.

PURPOSE

To consider allowing the property owner to submit a new Temporary Use Permit (TUP) application for 3723 Redford Street to authorize 12 Recreational Vehicles to be used as long-term residential dwellings.

BACKGROUND

The owner of the Redford Motel made a TUP application and Council considered TUP 25-02 on January 26, 2026 and passed the following motions:

1. *THAT Council does not issue Temporary Use Permit No. 25-02 at 3723 Redford Street.*
2. *THAT Council direct the Community Safety and Social Development department to not enforce the Zoning Bylaw at 3723 Redford Steet until July 1, 2026 to allow tenants to find alternate accommodation.*

On February 23, 2026 Council considered a similar application (TUP 24-01) at 3868 Wood Avenue and passed the following motion:

THAT Council authorize the Director of Corporate Services to issue TUP24-01 for 3868 Wood Avenue once the following conditions have been met to the satisfaction of the Director of Development Services:

- a) *Business License application*
- b) *Approved Fire Safety Plan*
- c) *Electrical assessment report*
- d) *Site servicing plan prepared by a qualified professional.*

ALTERNATIVES/OPTIONS

1. *THAT Council, by an affirmative vote of at least two-thirds of the members of Council eligible to vote, authorize the acceptance and consideration of a reapplication within one (1) year of the denial date for a substantially similar Temporary Use Permit for 3723 Redford Street.*

2. *THAT Council, by an affirmative vote of at least two-thirds of the members of Council eligible to vote, authorize the acceptance and consideration of a reapplication within one (1) year of the denial date for a substantially similar Temporary Use Permit for 3723 Redford Street and waive the \$800 application fee.*
3. *THAT Council direct Administration to provide additional information.*

ANALYSIS

The owner of the Redford Motel submitted the attached letter, received February 26, 2026 requesting Council allow for a new Temporary Use Permit application. They are also requesting that Council waive the new application fee. The *City of Port Alberni Development Procedures Bylaw No. 5076*, has a provision that where a development application that has been denied, no reapplication for a substantially similar application shall be considered with one year of the denial date. Despite this provision, City Council may by an affirmative vote of at least 2/3, allow a person to reapply within the one-year period.

The purpose of a TUP application is for Council to consider authorizing a use of the property that is otherwise not permitted by the Zoning Bylaw.

IMPLICATIONS

If Council does not allow for a new TUP application for 3723 Redford Street, City staff will follow the current Council direction from January 26, 2026. If Council allows for a new TUP application for 3723 Redford Street, City staff will prepare a new Temporary Use Permit, provide the required public notice and bring forward the new application to a future Council meeting for consideration.

COMMUNICATIONS

Public notice as per section 494 of the *Local Government Act* will be required before a new application can be considered by Council.

BYLAWS/PLANS/POLICIES

1. [*Development Procedures Bylaw No. 5076, 2023*](#)

Where an application has been denied, no reapplication for a substantially similar application shall be considered within one year of denial date of the previous application. Council may, by an affirmative vote of at least 2/3 of its members that are eligible to vote on the reapplication, allow a person to reapply within the one-year period.

SUMMARY

Temporary Use Permit No. 25-02 for 3723 Redford Street was denied on January 26, 2026. A similar application (TUP 24-01) at 3868 Wood Avenue was approved (subject to conditions) on February 23, 2026. The owner of the Redford Motel submitted the attached letter, received February 26, 2026 requesting Council allow for a new Temporary Use Permit application. The City of Port Alberni Development Procedures Bylaw No. 5076, has a provision that where a development application that has been denied, no reapplication for a substantially similar application shall be considered with one year of the denial date. Despite this provision, City Council may by an affirmative vote of at least 2/3, allow a person to reapply within the one-year period.

ATTACHMENTS/REFERENCE MATERIALS

- [*January 26, 2026 Report to Council | TUP 25-02 – 3723 Redford Street – Pg. 245*](#)
- [*Development Procedures Bylaw No. 5076, 2023*](#)
- *Letter from Redford Motel received February 26, 2026*

Dear Mayor and Council Members,

I am writing to formally request that the Council Members vote to allow reapplication of my previous Temporary Use Permit.

I respect the Council's prior decision; however, I respectfully ask that this matter be reconsidered.

In addition, I request that the application fee be waived since this is a reconsideration of the same matter.

Thank you for your time and consideration.

Sincerely,

Herb Loomba
250-731-9400

Property Details:
Redford Motel
3723 Redford Street, V9Y 3S3
Port Alberni, B.C. Canada

RECEIVED

FEB 26 2026

CITY OF PORT ALBERNI