

CITY COUNCIL MEETING SUMMARY

An information report summarizing the Regular meeting of Council held March 23, 2026. These are not the official minutes. For more information, please contact the Corporate Services department at 250.723.2146 or email: corp_serv@portalberni.ca.

BYLAWS

Council amended the **2026–2030 Financial Plan** to update the **Capital Plan**, as follows:

- i. Add - EQUIPMENT & VEHICLES - Flail Attachment for Ventrac - \$15,000;
- ii. Add - EQUIPMENT & VEHICLES - Crane and Install for Sewer Trailer - \$20,000;
- iii. Add - EQUIPMENT & VEHICLES - Snow Plow for 610 - \$16,300;
- iv. Increase - EQUIPMENT & VEHICLES - \$32,499 - Project 23014 - Replace 2005 Ford F250 4x4 Pickup Truck #610;
- v. Increase - Project 25074 - 150 - Time Immemorial - Victoria Quay - \$60,000;
- vi. Add - Intersection Safety - \$80,000;
- vii. Increase - Allocation from Equipment Replacement Reserve Fund - \$63,499;
- viii. Increase - 19114 - Operating Funds from Prior Years - \$140,000; and
- ix. Increase - Allocation from the Sewer Infrastructure Reserve Fund - \$20,000.

“2026-2030 Financial Plan Amendment Bylaw No. 5138-1” was introduced and given three readings. The bylaw is provided to reflect amendments that have been directed by Council to date. Council will consider adoption of the amendment at their April 13th Regular meeting.

PROCLAMATIONS

On behalf of the **Port Alberni International Twinning Society** Council proclaimed May 30, 2026 as Abashiri Twinning Day in Port Alberni.

CORRESPONDENCE

Council received their correspondence summary which included letters from:

- a. Ministry of Transportation and Transit | Response to City's Letter Re: Highway 4 in Cathedral Grove
- b. City of Abbotsford | 2026 Proposed UBCM Resolutions
- c. AV Museum and Heritage Commission | January 7, 2026 and February 4, 2026 Minutes.

NEW BUSINESS

Alberni Valley Heritage Commission | 2025 Alberni District Fall Fair Survey Report

Council referred the 2025 Alberni District Fall Fair survey findings to the AV Heritage Commission for consideration in future development of cultural and heritage initiatives, policies, and engagement strategies.

Parks, Recreation and Culture | Summer Pop-Up

Council authorized the Parks, Recreation and Culture department to operate a “Summer Pop-Up” in Unit 7 at the Alberni Harbour Quay from June 15 to September 12, 2026 on a cost-neutral basis, utilizing generated revenues to offset staffing and operational expenses.

Multiplex Air Handling Unit Failures | Emergency Replacement Funding

Council authorized further amendments to the 2026-2030 Financial Plan Bylaw to reflect the following Capital Plan changes for the Alberni Valley Multiplex:

- i. advance funding in the amount of \$86,000 from 2027 to 2026 to replace two failed Air Handling Units in the upper lobby RTU and Bulldogs Dressing Room ERV/Heat Pump System;
- ii. reallocate a portion of the 2026 Capital funding previously earmarked for the Zamboni replacement (budgeted at \$137,500) to fund the Air Handling Units emergency replacement project;
- iii. defer the Zamboni replacement to 2027 for reconsideration during future budget deliberations; and
- iv. direct Administration to issue a competitive procurement for the replacement equipment in accordance with Procurement Policy 3009-1.

Occupancy Bylaw and Rental Accommodation Bylaw

Council directed staff to review, redraft and report on the proposed Occupancy Bylaw and Rental Accommodation Bylaw.

As part of the Occupancy Bylaw review, Council also directed staff to assess and report on the feasibility of a recreational vehicle parks and campgrounds bylaw.

In addition, Council directed a six-month suspension of Zoning Bylaw enforcement as it relates to r 3723 Redford Street, to commence following Council's consideration of the occupancy and rental bylaws and implementation of any related recommendations arising from that process.

2026 General Local Election | Appointment of Chief Election Officer and Deputy Chief Election Officers

Council appointed Sara Darling as Chief Election Officer and Tanis Feltrin and Kim Motiuk as Deputy Chief Election Officers for the purpose of administering and conducting the 2026 General Local Election.

Exempt Employee Lieu Time Provision Policy

Council approved "Lieu Time Provision – Exempt Employees" Policy No. 5002-5 replacing "Lieu Time Provision – Exempt Employees" policy dated July 1, 2016.

QUESTION PERIOD

Sherri

Inquired regarding the approval process of Temporary Use Permits.

N. Andersen

Inquired about public input, council procedures, and consistent application of rules.

T. Wotyshyn

Inquired regarding the approval process of Temporary Use Permits.

COUNCIL MEETINGS

The City of Port Alberni now offers hybrid Council and Committee of the Whole meetings.

We encourage you to remain informed on City business and community topics through the following options:

- Attend in-person in City Hall, Council Chambers, located at 4850 Argyle Street
- Livestream @ www.portalberni.ca
- Join online or by phone using MS Teams

Regular Council meetings are held at 2:00 pm on the second and fourth Monday of each month. All meeting recordings are posted on the City website for viewing.

Complete Council agendas including all correspondence and reports are available at portalberni.ca. Generally, these are posted the Friday before each Regular Council meeting and are archived on the site.

The Council Summary is prepared following each regular Council meeting and posted on the City's website. You can also visit the City website and sign up to receive summaries delivered directly to your inbox.

For more information related to Council meetings, including how to participate, please visit www.portalberni.ca/council. You may also contact the Corporate Services department at 250.723.2146 or email corp_serv@portalberni.ca.

MEETINGS AT A GLANCE

Wednesday, April 1st

7:00 pm | Alberni Valley Heritage Commission Museum

Monday, April 13th

2:00 pm | Regular Council Council Chambers

Wednesday, April 15th

10:00 am | Advisory Traffic Committee Council Chambers

Monday, April 20th

6:00 p.m. | Committee of the Whole Council Chambers