

VILLAGE OF PORT ALICE
REGULAR COUNCIL MEETING
HELD WEDNESDAY, 8 June, 2011
AT 7:00 PM

MEMBERS PRESENT: G. Neely Mayor
 A. Bazinet Councillor
 D. Martynyk Councillor
 B. Lloyd Councillor
 D. Vye Councillor

MEMBERS ABSENT:

ALSO PRESENT: G. Lind Chief Administrative Officer
 K. Gervais Director of Operations
 D. Rethmeier Fire Chief, Port Alice Fire Department
 K. Jogenson Member, Port Alice Fire Department
 J. Flintoft Western Forest Products
 R. Briscoe Western Forest Products
 D. Mogensen Western Forest Products
 M. Flostrand Spectator
 S. Scott Spectator
 B. Thompson Spectator

The meeting was called to order at 7:00 PM by Mayor Neely

ADDITIONS/ DELETIONS to the Agenda:

256/11

It was duly moved and seconded that the May 25, 2011 Agenda be adopted; and further that the following items be added/deleted:

Additions:- Nil

Deletions:

Reports

- 1) Mayor Neely
Annual Meeting with RCMP – May 30, 2011

CARRIED

DELEGATIONS:

Western Forest Products – 2011/2012 Logging Operations

Jonathan Flintoft, Roger Brisco and Dave Mogensen were in attendance for the purpose of presenting Western Forest Products logging operations plan for 2011/2012. The plan was presented in an electronic version which included highlights as follows:

Operations will be similar to last year and include the following areas:

- Jeune Landing north – Rupert Main & the N.I. Highway a cut block of five or six sections. A visual fringe will not be left at Sara Lake for safety reasons.
- Seven Hills Golf Course – private lands. There will not be a visual impact from the highway in this cut block.

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Western Forest Products – 2011/2012 Logging Operations – Cont'd

-Sara Lake, close to Marble River was started in 2009. Work was delayed because of blow downs. This block is not complete.

-Twenty-one mile hill cut block is complete. One vehicle accident was reported in this area last winter.

-The block between Beaver Lake and Seven Hills along Highway 30 is greening up.

-Block above Jeune Landing and the Mayor's house was finished this spring and will be replanted this year.

-Block above Quatsino Dryland Sort is going through environmental process. A reserve for streams is being recognized and an archaeological study for native trees and remains is underway going back to the highway.

-Yreka Main will be active in the fall of 2012. Road construction to begin in the spring of 2012.

-2012 A Block below Teta Main to the look-out will be harvested.

-2011 A block up the hill past the pulp mill towards the limestone quarry will be harvested.

-2012 A block on South East Main east of Victoria Lake above Spruce Bay Recreation site, road construction to start early in 2012.

-Marine Drive – six or seven km's from Thuburn Dump and above Marine Drive branch 400 both scheduled for 2012.

-Quatsino Narrows – end of Marble River – they are harvesting one more block at Marble River in 2012.

In conclusion, Jonathan explained to Council that when a cut block area is chosen for harvesting along a highway, three priorities are considered as follows:

1. Worker/Public Safety
2. Landscape inventory
3. Set visual quality assessment

Johathan asked Council if they had any questions.

Councillor Lloyd

With the private sale of Ketchen Island are the new owners under any obligation to apply visual quality when they harvest the trees?

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Jonathan Flintoft

No.

Marble River Recreation Site will be maintained by the Regional District of Mt. Waddington.

Maggie Flostrand

Is the park going to be left open?

Jonathan Flintoft

No, it will be locked in November.

Maggie Flostrand

Could a key sign out procedure be adopted?

Jonathan Flintoft

Jonathan will speak with Keir to see if a similar system to the Link River key sign-out system can be arranged.

Mayor Neely thanked the representative from Western Forest Products for their report. Jonathan, Roger and Dave left the meeting at 7:25 p.m.

MINUTES from Council and Committees of Council

257/11

It was duly moved and seconded that the Minutes of the Regular Council Meeting, held 25 May, 2011 be adopted as circulated. CARRIED

Recreation Committee Meeting

258/11

It was duly moved and seconded that the Minutes of the Recreation Committee Meeting, held 1 June, 2011 be adopted as circulated. CARRIED

Public Works Committee Meeting

259/11

It was duly moved and seconded that the Minutes of the Public Works Committee Meeting, held 2 June, 2011 be adopted as circulated. CARRIED

BUSINESS ARISING from Minutes and Meetings-

Fire Dept. – Rescue Truck (Min. #242)

Don Rethmeier, Fire Chief and Kris Jorgenson, Dept. Member attended the Council meeting to report to Council that they are continuing to research costs and the availability of a new rescue vehicle. To date they have not been successful in finding a used vehicle at an acceptable cost. Until a new rescue vehicle can be purchased, the department will take both truck 2 and truck 3 to a motor vehicle accident if they are called. This will satisfy safety regulations with respect to member safety and vehicle weight. The Village supports the

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purchase of a rescue vehicle within budget and asks the members to continue with their research.

Fire Chief Rethmeier and Member Kris Jorgenson left the meeting at 7:57 p.m.

Recommendations from the Recreation Committee – June, 2011

Request to Attend Food Safe Level 1 Course

260/11

It was duly moved and seconded that the Community Services Assistant the two (2) Permanent Part-Time Community Centre Supervisors take the online Food Safe Level 1 course as soon as possible. CARRIED

Community Centre/Services Grant Update

261/11

It was duly moved and seconded that the Community Services Assistant be authorized to apply to Literacy Now for the four (4) children and youth program grants. CARRIED

Recommendations from the Public Works Committee – June, 2011

Shepard Bridge Inspection – Trailer Park and Mill Road Bridge

262/11

It was duly moved and seconded that staff be authorized to obtain quotes from the appropriate contractors to complete the recommended maintenance, detailed in Shepard's Detailed Condition Assessment of Trailer Park Bridge and Pulp Mill Bridge dated 27 April, 2011. CARRIED

Draft Policy – Spring/Fall Clean Up Week

263/11

It was duly moved and seconded that the following changes be made to the draft policy:
Remove the following products from the "Accepted Material" category and add them to the "Unaccepted Material" category
Carpet & Flooring
Tires
Batteries
Paint, Oils, Propane Tanks

CARRIED

P.W. Summer Student Worker

264/11

It was duly moved and seconded that one (1) P.W. summer student, beginning Monday, July 4th and ending Friday, September 2nd be hired; and further that Jennifer Cattermole's hours be increased from twenty (20) per week to forty (40) hours per week for the same period. CARRIED

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MINUTES from Other Organizations

Regional District of Mount Waddington Minutes - 19 April, 2011

265/11

It was duly moved and seconded that the Regional District of Mount Waddington Minutes dated 19 April, 2011 be received. CARRIED

Mount Waddington Regional Hospital District Minutes - 19 April, 2011

266/11

It was duly moved and seconded that the Mount Waddington Regional Hospital District Minutes dated 19 April, 2011 be received. CARRIED

Vancouver Island North Woodlands Advisory Group - 26 May, 2011

267/11

It was duly moved and seconded that the Vancouver Island North Woodlands Advisory Group Minutes dated 26 May, 2011 be received. CARRIED

COMMUNICATIONS

Incoming Mail Log

268/11

It was duly moved and seconded that the Incoming Mail Log for the period of 24 May, 2011 to 06 June, 2011 be received. CARRIED

Ocean View Christian Assembly – Request for Temporary Zoning Exemption

269/11

It was duly moved and seconded that the communications from Ocean View Christian Assembly, dated 19 May, 2011 be received; and further that, the request for a temporary zoning exemption be referred to staff for investigation and a report back to Council.

CARRIED

RumbleFest – Request for Financial Donation and Staff Hours

270/11

It was duly moved and seconded that the communications from Rumblefest, dated 15, April 2011 be received; and further that the request for \$500.00 cash and forty (40) staff hour donation for the 2011 Annual Rumble Fest Bike Race be approved. CARRIED

Receipt of Miscellaneous Communications

271/11

It was duly moved and seconded that the communications from:

1. Clean Air Coalition of BC, dated 31 May, 2011, re The 5 Warning Signs of Stroke;
2. Mayor of Port McNeill, email dated 04 May, 2011, re AVICC Resolution – May;
3. U.B.C.M. Secretariat, dated 6 June, 2011 re U.B.C.M. Resolutions – Submission & Debate;

be received and filed.

CARRIED

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REPORTS

Chief Administrative Officer

Finance Warrant No. 4, 2011

272/11

It was duly moved and seconded that Finance Warrant No. 05, 2011, in the amount of \$343,702.34, be approved. CARRIED

Twin City - Linjiang

273/11

It was duly moved and seconded that the Chief Administrative Officer's report, dated 4 June, 2011 re Twin City Linjiang be accepted; and further that Council support the process to a point with further research and reporting on potential costs to the Village as financing is a concern. CARRIED

Organizational Chart Policy (5.1.a) – Update & Amendment

274/11

It was duly moved and seconded that the Organizational Chart Policy (5.1.a) Update and Amendment be approved as amended. CARRIED

National Day of Mourning Policy – Code 5.1.d.1

275/11

It was duly moved and seconded that the National Day of Mourning Policy, Code 5.1.d.1 dated 08-06-11 be approved. CARRIED

Spring/Fall Clean Up Week Policy – Code 8.1.(e)

276/11

It was duly moved and seconded that the Spring/Fall Clean Up Week Policy, Code 8.1.(e) dated 08-06-11 be approved. CARRIED

Director of Operations

Community Centre Change Orders

277/11

It was duly moved and seconded that the Director of Operations report dated 27 May, 2011, re Community Centre Change Orders be approved as follows:

CCO #1	Washrooms Partitions	\$2,250.00
CCO #2	Library Door Replacement	\$ 460.00
CCO #4	Kitchen Electrical	\$2,165.07
CCO #5	Receptacles/switches not included in original scope of work	\$2,250.00
CCO #7	Condensate Drain for air handler	<u>\$ 820.00</u>
	Sub-Total CCO/CO	\$7,945.37
CCO #3	Board Room Finishes & Electrical Upgrades	\$14,736.36
CCO #6	Door & Hardware	<u>\$11,447.10</u>

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Sub-Total CCO/CO	\$26,183.46
Grand Total CCO/CO	<u>\$34,128.83</u> CARRIED

Replace Treadmill in Weight Room

278/11

It was duly moved and seconded that the Director of Operations report dated 2 June, 2011, re Need to Replace Treadmill in Weight Room be accepted; and further that staff be authorized to purchase a commercial grade treadmill at a cost not to exceed \$3,500.00 plus HST. CARRIED

Repairs to Fire Hall Fascia

279/11

It was duly moved and seconded that the Director of Operations report dated 2 June, 2011, re Repairs to Fire Hall Fascia be accepted; and further that the contract be awarded to Courtney Ryan Philipow Roofing in the amount of \$5,400.00 plus HST. CARRIED

Tourist Information Services, Summer 2011

280/11

It was duly moved and seconded that the Director of Operations report dated 2 June, 2011, re Tourist Information Services, Summer 2011 be accepted; and further that staff be authorized to post the student position for the Tourist Information Centre. CARRIED

Public Works Priority To-Do List

281/11

It was duly moved and seconded that the Director of Operations report dated 2 June, 2011, re Council's Review; Public Works Summer Projects To-Do List be accepted with the following priorities identified:

'Large-scale/long-ranging'

- Removal of rock material from Boat Launch
- Remove excess material from boulevard at 741 Marine Drive (Builders Warehouse yard)
- Weed eating along Marine Drive to Mill
- Ditch cleaning along Marine Drive to Mill (2-3 weeks, 4 persons)
- Remove tree at Lions Park (immediately)
- Remove alders and bush all around Boat Launch (creek, parking area)
- Remove bushes along boat launch parking area; between boat launch and Marine Drive
- Cut-back bushes at 'long term' boat launch parking area; east side of Marine Drive
- Cut-back bushes along west side of 700 block of Marine Drive
- Cut back brush along dike access roads
- Cut back brush at 1100 Marine Drive (old senior's building)

'One-time/Short-term'

- Install signs at Transfer Station
- Off & on mini-projects putting the Community Centre back together
- Trim trees and bushes around Fire Hall

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Public Works Priority To-Do List – Cont'd

281/11

'Maintenance'

Mow and weed-eat throughout community
Weed eat and trim trees around treatment plant

Weed eat around all well pump houses
Weed-eat bank adjacent to Tennis Court

CARRIED

Village Office Window Replacement Project

282/11

It was duly moved and seconded that the Director of Operations report dated 2 June, 2011, re Village Office Window Replacement Project be accepted; and further that staff be authorized to distribute a select tender for the Project.

CARRIED

Request to Advertise Dike Maintenance RFP

283/11

It was duly moved and seconded that the Director of Operations report dated 4 June, 2011, re-request to Advertise Dike Maintenance RFP be accepted; and further that staff be authorized to advertise/distribute the RFP once it has been approved by the Dike Inspector.

CARRIED

Staff Training Request – MATI – Community Planning

284/11

It was duly moved and seconded that the Director of Operations report dated 4 June, 2011, re-Staff Training Request be accepted; and further that staff be authorized to attend the MATI Course in Kelowna from October 2nd to 7th. Applicable travel expenses to apply.

CARRIED

Administrative Assistant

Port Alice Street Map

285/11

It was duly moved and seconded that the Administrative Assistant's report dated 27 May, 2011, re-Port Alice Village Street Map be accepted; and further that staff be authorized to order 1000 maps at a cost not to exceed \$1,317.90 plus HST.

CARRIED

Fire Chief – Monthly Report - May

286/11

It was duly moved and seconded that the Fire Chief's report for the month of May, 2011 be accepted as presented.

CARRIED

Recreation Foreman – Monthly Report - May

287/11

It was duly moved and seconded that the Recreation Foreman's report for the month of May, 2011 be accepted as presented.

CARRIED

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**Community Centre Supervisors – Monthly Report - May
288/11**

It was duly moved and seconded that the Community Centre Supervisor's report for the month of May, 2011 be accepted as presented. CARRIED

BYLAWS- Nil

NEW BUSINESS - Nil

QUESTION PERIOD

Shirley Scott

Shirley Scott was present and informed Council that the Crafters are disappointed with the lack of space available to them at the Tourist/Heritage Office since the renovations. The Crafters were informed that staff will direct the tourist towards the crafters shops if they are looking for a greater inventory. The senior's on the bus tour will not have time to go to crafters shop as their stay is limited.

Mayor Neely

Mayor Neely explained that the resale of crafters goods takes up a lot of staff time and asked if the Crafters would be willing to volunteer some time in the shop?

Shirley Scott

Yes, the crafters are prepared to volunteer at the Info Centre.

Director of Operations

The Director of Operations reminded Council that staff was directed to reduce the amount of retail sales from Crafters at the Tourist/Info Centre. Staff was also directed to restrict the space for items that are hand crafted in Port Alice and eliminate imported or purchased items from the space.

Councillor Lloyd

Have we over done it?

Director of Operations

This point is up for interpretation. A lot of product was sitting there for a long time. Evelyn informed staff about the popular items. Cards are popular and have temporarily been moved to the Municipal Office. We have cut back for what we have space for.

Shirley Scott

Comments from crafters – the Info Centre doesn't look professional or well arranged.

Director of Operations

Keir invited Crafters to come and speak with him about the space.

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Maggie Flostrand

I am here mainly to be supportive. I don't necessary agree with everything Council does but I feel that I am listened to and that is appreciated.

Bruce, "Thank you for what you wrote in the June Rumble Sheet."

Beth Thompson – No questions asked.

Adjournment - 9:30 p.m.

It was duly moved and seconded that the meeting adjourn at 9:30 p.m.

Certified Correct _____
Chief Administrative Officer

Mayor

Confirmed this ____ day of _____, 2011.