

**VILLAGE OF PORT ALICE**  
**REGULAR COUNCIL MEETING AGENDA**  
TO BE HELD WEDNESDAY, May 27, 2015 AT 7:00 PM  
IN THE PORT ALICE COUNCIL CHAMBERS

**CALL TO ORDER**

**ADOPTION OF AGENDA:**

**DELEGATIONS:** Western Forest Products  
Re: Proposed Logging on Blocks 43738 and 43696

**COUNCIL MINUTES:**

1. Minutes of the Regular Council Meeting of May 13, 2015 PG 3 - 5

**OLD BUSINESS:**

1. May 25, 2015 Report from the Chief Administrative Officer regarding WFP Development Permit Application for proposed logging on Blocks 43738 & 43696 PG 7
2. May 8, 2015 email regarding the WFP Risk Assessment for Blocks 43738 & 43696 PG 9
3. Blocks 43738/43696 WFP Risk Assessment Determination of Northern Polygon in Proposed Development received May 8, 2015 PG 11-13
4. Western Geotechnical Review of Proposed Timber Harvest of Blocks 43738/43696, dated May 21, 2015 PG 15-17

**COMMUNICATIONS:**

1. May 6, 2015 letter from MP John Duncan re: Canada 150 Fund Grant Opportunity PG 19-20
2. May 25, 2015 letter from Jon Lok regarding reappointment to the North Island Community Forest PG 21

**NEW BUSINESS:**

1. Draft Terms of Reference for the Select Committee to Review Industrial Taxation PG 23

**REPORTS:**

1. Regular Report from the Chief Administrative Officer dated May 25, 2015 PG 25-26

**QUESTION PERIOD**

**Adjournment**



**VILLAGE OF PORT ALICE REGULAR COUNCIL MEETING MINUTES**  
**Held Wednesday May 13, 2015 AT 7:00 PM in the Village Council Chambers**

<b>MEMBERS PRESENT:</b>	Mayor Jan Allen Mayor Marnie Chase Councillor Christine Martin Councillor Dave Stewart Councillor Doug Worthington
<b>ALSO PRESENT:</b>	Madeline McDonald, Chief Administrative Officer Bonnie Danyk, Finance Officer

Mayor Allen called the meeting to order at 7:00 pm.

**ADOPTION OF AGENDA:**

**185/15** It was duly moved and seconded that the agenda be adopted as presented. **CARRIED**

**DELEGATIONS: Mr. Wayne Beckett**

Mr. Beckett received a BC Community Achievement Award on April 24<sup>th</sup> at Government House for his long service to the community as an Officer in the Port Alice Fire Department and as a community volunteer. He told Council about the presentation ceremony and circulated his medal, certificate and commemorative photograph. Mayor and Council thanked Mr. Beckett for his long-standing service to the community.

**MINUTES:**

**186/15** It was duly moved and seconded that the minutes of the Regular Council Meeting held April 22, 2015 be adopted as presented. **CARRIED**

**OTHER MINUTES:**

**187/15** It was duly moved and seconded that the Minutes of the April 1, 2015 Recreation Committee Meeting be received and filed. **CARRIED**

**188/15** It was duly moved and seconded that the Minutes of the April 2, 2015 Public Works Committee Meeting be received and filed. **CARRIED**

**COMMUNICATIONS:**

**189/15** It was duly moved and seconded that the April 17, 2015 letter from N.I. Community Forest re: N.I. Community Forest Shareholder Dividend be received and filed. **CARRIED**

**190/15** It was duly moved and seconded that the April 24, 2015 letter from Edith Chemago regarding concern about WFP logging plans be received and filed. **CARRIED**

**191/15** It was duly moved and seconded that staff advise R & L Watson that the Village will review their request for contract fire protection and report back to Council. **CARRIED**

**192/15** It was duly moved and seconded that the April 24, 2015 letter from R & L Watson regarding Request for Fire Protection be received and filed. **CARRIED**

**193/15** It was duly moved and seconded that the invitation to the June 8, 2015 North Island Secondary School Leaving Ceremony be received and filed. **CARRIED**

Village of Port Alice REGULAR COUNCIL Minutes of May 13, 2015

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**REPORTS:**

**194/15** It was duly moved and seconded that the Mayor's Monthly Report dated May 1, 2015 be received and filed. **CARRIED**

**195/15** It was duly moved and seconded that the Finance Officer, Chief Administrative Officer and all members of Council be appointed to the Select Committee to Review Financial Planning and Industrial Taxation, along with representatives to be appointed by Neucel Specialty Cellulose.

AND that staff prepare Terms of Reference for the Committee for Council's review and approval. **CARRIED**

The following motions were passed in the May 13, 2015 In-Camera Meeting:

**176/15** *It was duly moved and seconded that the Village award the 2015 Gardening Contract to Kim Petty at a cost of \$1250.00/month to commence May 15, 2015.* **CARRIED**

**180/15** *It was duly moved and seconded that the Village award the 2015 Marina Management Contract to Paul Tregonning at a cost of \$2500.00/month for the period of June 15 through September 15, 2015.* **CARRIED**

**196/15** It was duly moved and seconded that the CAO's Regular Report dated May 11, 2015 be received and filed. **CARRIED**

**197/15** It was duly moved and seconded that the Village purchase a new John Deere 310 SK Backhoe from Brandt Tractor Ltd at a net cost of up to \$107,000. **CARRIED**

**198/15** It was duly moved and seconded that the Reports dated May 11 and May 13, 2015 regarding the purchase of a replacement backhoe be received and filed. **CARRIED**

**199/15** It was duly moved and seconded that the Village enter into a five-year lease with Canon Business Solutions at a monthly lease rate of \$141.05 plus copying charges.

**CARRIED**

**200/15** It was duly moved and seconded that the Report dated May 5, 2015 regarding the renewal of the photocopier lease be received and filed. **CARRIED**

**201/15** It was duly moved and seconded that the Fire Chief's Report for April 2015 be received and filed. **CARRIED**

**202/15** It was duly moved and seconded that Emergency Services laptop be upgraded to a newer unit. **CARRIED**

- 203/15 It was duly moved and seconded that Emergency Coordinator Maria Farrell be paid for \$35/month to compensate for the use of her personal cell phone as the Emergency Coordinator's official contact number. **CARRIED**
- 204/15 It was duly moved and seconded that the report dated May 8, 2015 from the Emergency Coordinator be received and filed. **CARRIED**
- 205/15 It was duly moved and seconded that Council approve the Village of Port Alice Financial Statements for the year that ended December 31, 2014, as presented on May 12, 2015. **CARRIED**
- 206/15 It was duly moved and seconded that Council approve a transfer of Gas Tax Funds in the amount of \$300,914 into a reserve fund. **CARRIED**
- 207/15 It was duly moved and seconded that the report dated May 8, 2015 from the Finance Officer regarding the 2014 Financial Statements be received and filed. **CARRIED**
- 208/15 It was duly moved and seconded that the April 2015 Accounts Payable Listing be received and filed. **CARRIED**
- 209/15 It was duly moved and seconded that the April 2015 Summary of Revenue and Expenses be received and filed. **CARRIED**

**POLICIES & BYLAWS**

- 210/15 It was duly moved and seconded that Bylaw No. 611, 2015, the Village of Port Alice Annual Tax Rates Bylaw, be given Fourth Reading and Final Adoption. **CARRIED**

**ADJOURNMENT** – Motion to adjourn at 7:50 p.m.

Certified Correct \_\_\_\_\_  
Chief Administrative Officer

\_\_\_\_\_  
Mayor

Confirmed this 27<sup>th</sup> day of May, 2015

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# VILLAGE OF PORT ALICE

## REPORT TO COUNCIL

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**To:** Mayor & Council  
**From:** Chief Administrative Officer  
**Date:** May 25, 2015  
**Subject:** WFP Development Permit Application for Logging and Peer Review Process

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The Village has received a request for a Development Permit to allow timber harvesting on private lands owned by Western Forest Products described as Block 43738 (see attached map). The property falls within a Development Approval Information Area as described by the Village of Port Alice Official Community Plan Bylaw No. 568.

As part of the original application package submitted in March, a Terrain Stability Assessment (TSA) Report was provided for Blocks 43738 and 43696 and the associated roads to be developed during the project. This report was turned over to Western Geotechnical for a peer review who recommended a Risk Assessment to determine the level of hazard to adjacent residential properties. On May 8<sup>th</sup>, WFP provided a report labelled 43738/43696 Risk Assessment of Northern Polygon in Proposed Development; the report was signed by three of WFP's Registered Professional Foresters.

Western Geotechnical provided their written response to WFP's application and related reports on May 21, entitled Geotechnical Review: Proposed Timber Harvest of Blocks 43738 & 43696 which is included in the agenda for Council's review. Western Geotechnical recommends that before the development proceeds that a Risk Assessment be prepared by a qualified professional in accordance with the Community Charter and the Local Government Act.

Respectfully submitted,

Madeline McDonald  
 Chief Administrative Officer





**Madeline McDonald**

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**From:** Chris Petersen <CPetersen@westernforest.com>  
**Sent:** Friday, May 08, 2015 10:22 AM  
**To:** mmcdonald@portalice.ca  
**Cc:** Jim McDowell; Jonathan Flintoft; Clint Cadwallader; Vince Devlin  
**Subject:** WFP Risk Analysis of Northern Polygon of blocks 43738/43696  
**Attachments:** 43738\_43696 Risk Analysis Northern Polygon.pdf

Good Morning Madeline,

I have attached a risk assessment of the northern most polygon of WFP's proposed development of blocks 43738 & 43696. This was an area of focus by Western Geotechnical with a recommendation of further analysis for the risk to the lower properties of the proposed northern development.

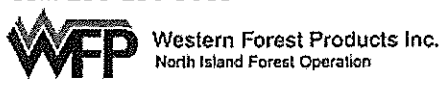
Western Forest Products requests to be part of the May 13, 2015 Village of Port Alice agenda & would like the opportunity to discuss this risk assessment to the village council & the proposed development.

If you have any questions or concerns please do not hesitate to contact me.

Please confirm if Western is part of the upcoming council meeting agenda.

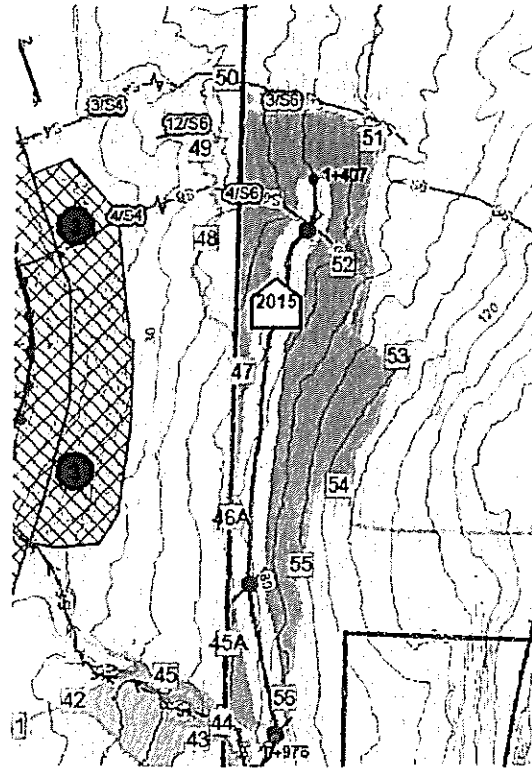
Sincerely,

**Chris Petersen, RFT, ASCT**  
North Island Forest Operation – Jeune Landing  
Phone: 250-956-5225  
Fax: 250-956-5230  
Cell: 250-230-5085





RECEIVED  
MAY 08 2015



# 43738/43696

## Risk Assessment Determination of Northern Polygon in Proposed Development

A peer review process was requested by the Village of Port Alice of the terrain assessment completed by Island Geoscience for Western Forest Products Inc, North Island Forest Operations. A peer review was completed by Western Geotechnical of the terrain assessment & it was recommended that further risk assessment be completed on the northern polygon (FC44-FC56) of the downslope properties. This proposed Risk Assessment is to be in addition to the TRMS Risk assessment completed for cut block 43738/43696 by WFP

# 43738/43696

## Risk Assessment Determination of Northern Polygon in Proposed Development

### Values at Risk (Value Group A)

- Public Safety
- Private Property
- Public Infrastructure
- Visuals
- Timber resource
- Downslope fisheries
- Corporate Image

### Considerations (Initiation potential from Proposed Development)

- Proposed development falls within the identified Potential for Post-Harvest Landslide Occurrence  $\geq 5$  landslides per 100ha logged using regional mapping to determine if assessment required
- Potential for landslide occurrence in road cuts or fills is  $>1$  slide per km of road built in defined terrain unit using regional mapping to determine if assessment required
- Terrain within the proposed harvest unit (Northern most harvest area) terrain specialist has identified Terrain Hazard Rating of **Very Low**
- Terrain located above proposed harvest unit (Northern most harvest area) terrain specialist has identified Terrain Hazard Rating of **Low**
- Sediment Delivery Potential Moderately High-High: Landslide from road or cut block would enter non-fish stream within 500m of fish or other resource. Slopes below road and cut block are 25% providing a break before fish or resource
- **Harvesting Risk Matrix** for proposed development combined with Terrain Hazard *Very Low* indicates Risk Value of 3-4 (**Maintain normal good practices – Don't significantly change the hydrologic influence of the forest cover on stability**)
- **Road Risk Matrix** for proposed development combined with Terrain Hazard *Very Low* indicates Risk Value of 3-4 (**Do not significantly increase the potential for landslides from road drainage; or from road cuts or fillslopes – Maintian normal good practices, with attention to road safety**)

• • •

## Mitigation Strategies/Practices

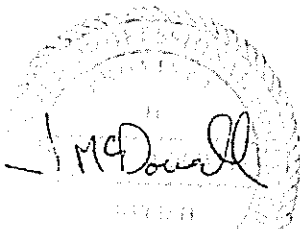
- Aerial pruning of the standing timber post-harvest has been prescribed
- Standard Operating Procedures around stream management
- Opening is to be harvested using ground based equipment
- Buffer of remaining timber averaging 25 meters between development and adjacent property owners
- Road construction in identified sections in the terrain assessment will be built using Full Bench Construction methods to reduce the likelihood of fill slope instability to very low.
- Post-harvest road deactivation will be used in sections deemed necessary to reduce risk to downslope resources

## Conclusion (Initiation potential from Proposed Development)

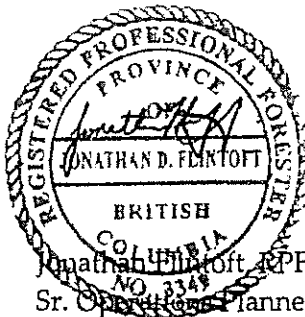
Working through the Terrain Risk Management Strategy for the proposed Northern polygon and considering the resources at risk along with the Terrain Stability Assessment, it has been determined that if WFP SOP's, recommended road construction methods, water management & wind throw management strategies are followed that there will be no material adverse effect on the downslope resources if Western Forest Products harvests this northern polygon (FC44-FC56).

In Western's opinion if a landslide were to initiate up slope of the proposed development area to be harvested, the amount of material & the velocity of the material travelling downslope would reach the ocean and would not likely be stopped if the proposed development were not harvested. The size and magnitude of the event would result in deposition into the ocean. Therefore no further upslope analysis is warranted beyond this risk analysis of the proposed development.

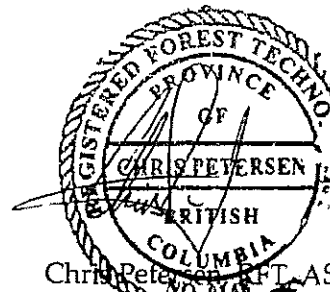
The results of the WFP risk assessment completed using the Terrain Risk Management System is provided for review by the Village of Port Alice council.



Jim McDowell, RPF  
Planning Manager, NIFO



Jonathan Flintoft, RPF  
Sr. Operations Planner, NIFO



Chris Petersen, RFT, ASCT  
Area Planner, Seaside Landing





May 21, 2015  
Project No.: WG1-0579

Village of Port Alice  
PO Box 130  
Port Alice, B.C.  
V0N 2N0

**Attention:** Madeline McDonald Chief Administrative Officer

**RE: GEOTECHNICAL REVIEW**  
**Proposed Timber Harvest of Blocks 43738 and 43696 (part of Lot 2137), Port Alice B.C.**

Dear Mrs. McDonald,

In accordance with your recent authorization, Western Geotechnical Consultants Ltd. (WesternGeo) has prepared this *Geotechnical Review* of the above-referenced project (proposed timber harvest). The purpose of this review was to review a *Terrain Stability Assessment* prepared by Island Geoscience Inc. and dated February 23, 2015 (TSA), commissioned by Western Forest Products Inc. (WFP). Specifically, the objective was to review the assessment with respect to the known Landslide Hazards in the area and the existing private residential properties below the proposed harvest area. Recommendations for further discussion and/or study are made to the Village of Port Alice (Village).

This letter has been prepared in accordance with standard geotechnical engineering principles and practices for similar developments in this region. This letter constitutes our professional opinion. No detailed site investigation and/or engineering analysis has been completed as part of the scope of work presented herein.

The following documents were reviewed by WesternGeo as part of this assessment:

- *Terrain Stability Assessment Report and Related Observations*, prepared by Island Geoscience Inc. and dated February 23<sup>rd</sup>, 2015;



- *Risk Assessment Determination of Northern Polygon in Proposed Development*, prepared by Western Forest Products Inc. and dated May 8, 2015;
- *Landslide Hazard Assessment*, prepared by Geotactic Media Engineering Ltd. And dated January 31, 2014.

We understand that it is proposed to develop the above-referenced site specifically for timber extraction and related logging activity infrastructure (logging access roads). Blocks 43738 and 43696 of Lot 2137 are proposed to be harvested. The blocks are situated above an existing residential subdivision and several residential homes. The topography in this area is described as *“moderate to steep irregular slopes with broad gentle benches”*.

In general, the Village of Port Alice is situated in an area that is prone to a *Moderate to High* Landslide Hazard. The Landslide Risk has been deemed to vary from Low to Moderate, depending on existing mitigation measures, such as deflection dike systems, that have been constructed. More specifically, the area encompassing the proposed harvest blocks and the existing residential properties and municipal infrastructure below, have previously been identified to be in a zone of both *High Landslide Hazard* and *High Landslide Risk*.

It is our opinion that the TSA submitted to the Village meets the intent of the APEGBC Guidelines for Professional Services in the Forest Sector – Terrain Stability Assessments (TSA Guidelines). However, it is important to note that the TSA clearly identifies its limitations, in which only a partial-risk assessment is completed. The TSA considered potential geohazards only within the boundaries of the proposed harvest blocks. While the potential hazard and potential impacts of possible geohazards are identified and tabulated in the TSA, the level of risk associated with these hazards and impacts is not discussed or identified.

After some discussion with the Village and WFP, WFP submitted a document entitled *Risk Assessment Determination of the Northern Polygon in Proposed Development*. It is our opinion that the document subsequently submitted by WFP to the Village does not satisfy the concerns or development bylaws defined by the Village.

Based on the discussion provided above, the following conclusions and recommendations are made:

1. There is a history of landslides in the area, including landslides through the proposed harvest blocks that are related to previous timber extraction activities.
2. Section 6 of the TSA Guidelines states: *“where downslope consequences are not forest development and are high, such as public safety, ... private property, a high level of due diligence is required... and include[s] more rigorous assessments for identification of hazard and risk.”*





3. A *Landslide Risk Assessment* should be completed to address both the hazard and level of risk associated with the proposed development activities.
4. The *Landslide Risk Assessment* should be completed to a standard of care associated with the most critical element at risk. In this case, it would be public safety and residential development. Therefore, the *Landslide Risk Assessment* should be completed in accordance with the appropriate levels of landslide safety for residential development in both British Columbia and that adopted by the Village of Port Alice.
5. The *Landslide Risk Assessment* should be completed in accordance with the Local Government Act and Community Charter. As defined in the Village's Official Community Plan, areas situated within *DPAIII – Natural Hazard Area Protection* require a Geotechnical Assessment or Report (Landslide Risk Assessment) prepared by a qualified and licensed Professional Engineer. Based on provincial regulations and professional practice, a qualified and licensed Professional Geologist experienced in geohazards may also provide this report.

This letter was prepared for the exclusive use of the Village of Port Alice for the purposes described herein. Any use of this letter by any third party is strictly prohibited unless approved and confirmed in writing by WesternGeo.

We trust this meets your current requirements. Please do not hesitate to call us if you have any questions and/or if we can be of further assistance.

Best Regards,  
**Western Geotechnical Consultants Ltd.**



Matthew Yip PEng MEng  
Geotechnical Engineer

Reviewed by:



Ben Smale PEng BAsC  
Geotechnical Engineer

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## OTTAWA

121 East Block  
House of Commons  
Ottawa, ON K1A 0A6  
Tel: 613-992-2503  
Fax: 613-996-3306  
john.duncan@parl.gc.ca  
www.johnduncanmp.com



HOUSE OF COMMONS  
CHAMBRE DES COMMUNES  
CANADA

RECEIVED  
MAY 15 2015

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## CONSTITUENCY

1250F Cedar Street  
Campbell River, BC  
V9W 2W5  
Tel: 250-287-9388  
Fax: 250-287-9361  
Toll Free: 1-800-667-8404  
john.duncan.c1@parl.gc.ca

## Hon. John Duncan, PC, MP

Vancouver Island North

May 6, 2015

Village of Port Alice  
Box 130, 1061 Marine Drive  
Port Alice, BC V0N 2N0

Mayor Jan Allen,

Since 2012, our Government has been building momentum toward the 150<sup>th</sup> anniversary of Confederation with the theme **Strong. Proud. Free.** We continue to commemorate historic nation-building anniversaries and individuals such as the Bicentennial of the War of 1812, the 100<sup>th</sup> and 75<sup>th</sup> anniversaries of the First and Second World Wars, the 50<sup>th</sup> anniversary of the National Flag of Canada, the Fathers of Confederation, Sir John A, MacDonald and Samuel de Champlain. On the Road to 2017, we are building knowledge and understanding of our history and the remarkable story of this country.

Our Government is now launching the *Canada 150 Fund*, a funding initiative that aims to promote Canadian values, culture and history, generate national pride and bring citizens together to celebrate the 150<sup>th</sup> anniversary of Confederation in 2017. The primary focus of the *Canada 150 Fund* is to support initiatives that will be delivered during the 150<sup>th</sup> anniversary period in 2017, with special consideration given to initiatives that will both build momentum in the period leading up to the anniversary and have on-going impacts in 2017 and beyond.

The *Canada 150 Fund* is open to a wide variety of Canadian organizations, including not-for-profit organizations, business corporations (for non-commercial projects), schools and municipalities and their agencies.



The *Canada 150 Fund* will support activities that:

- Encourage participants to give back to Canada through gifts or time and energy, in ways that leave a lasting legacy;
- Provide Canadians with opportunities to actively participate and/or celebrate together, promoting and building a deeper understanding of Canada, its people and what it means to be Canadian; and
- Recognize and promote exceptional Canadian people, places, achievements and events that continue to shape our country,

Eligible projects under the community-driven activities include:

- Celebratory or commemorative activities and events;
- Community-building activities and events;
- Sport and active-living activities and events;
- Exhibits, commemorative plaques, monuments and permanent installations;
- Site dedication ceremonies, interpretive programming and tours;
- Documentary films, learning materials and activities;
- Theatrical or musical performance; and
- Large-scale artwork contests and projects.

A limited number of high-impact, large-scale projects that are national in scope will be supported through the *Canada 150 Fund* as Signature Initiatives. Projects may be considered as candidates to be Signature Initiatives if they are:

- Specifically designed to celebrate the 150th anniversary of Confederation;
- National in scope and reach;
- Unique and innovative; and
- Participation-oriented.

For more information about the *Canada 150 Fund*, including information on obtaining the Applicant's Guide and application form, please consult the Government of Canada website at [www.canada150.gc.ca](http://www.canada150.gc.ca).

Sincerely,

A handwritten signature in black ink, appearing to read 'John Duncan', with a long, wavy horizontal line extending to the right.

Hon. John Duncan, PC, MP  
Vancouver Island North

Jonathan Lok  
PO Box 397  
Port McNeill BC  
V0N 2R0  
(250)230-0506

April 30, 2015

Attn: Shareholders of the North Island Community Forest LP

**Re: Renewal as Director to the North Island Community Forest Limited Partnership Board**

As you are aware I have served on the Board of the North Island Community Forest LP since inception of the partnership. My term as a Director at Large was renewed in May, 2014 for a two year term but was noted of an expiry date of March, 31 2015.

At this time I would like to request your consideration of re-appointing me to the Board of Directors for an additional term. I am proud of all that we have managed to accomplish as not only a board but also in partnership with all three communities. We have been able to successfully establish ourselves as a viable community forest while keeping revenues high for the shareholders and expenses some of the lowest of all the community forests in BC.

Although we are at the end of our first five year Annual Allowable Cut I feel with proper positioning and governance we will continue to be in a position of creating profits and revenues for the three municipalities of the North Island. I am of the belief that I remain a valuable contributor to the Board of Directors not only with my professional forester designation, my awareness through time spent on the Association of BC Professional Foresters of current and relevant regulations but also as one of the Managing Partners of the largest firm of Natural Resource Consultants in BC.

If any of you have any questions or concerns or wish to discuss, I would be happy to meet with you at a pre-arranged time. Thank you for your consideration of this matter.

Warm Regards,



Jonathan Lok, RFT



**Village of Port Alice Select Committee to Review Industrial Taxation & the 2016-2020 Financial Plan**  
**Committee Terms of Reference**

**Committee Mandate:**

The Committee will review major industrial taxation as it relates to the Village of Port Alice 2016-2020 Financial Plan, which is the operating and capital budget for the municipality. As the Village's major industrial tax payer, Neucel Specialty Cellulose wants to better understand how their tax contribution is used to support services within the community.

**Background:**

The Village of Port Alice provides a broad range of services to the community. Provincial legislation authorizes the Village to collect property taxes and user fees to fund a variety of services which currently include:

- Animal Control
- Cemetery Services
- Emergency Services
- Drinking Water Services
- Emergency Planning & Response
- Fire Protection
- Garbage Collection
- Government Administration
- Land Use Planning
- Marina Services
- Playgrounds & Ball Field
- Protective Dike Maintenance
- Public Parks
- Recreation Facilities and Programming
- Recycling Services
- Regional Governance
- Road Maintenance
- Sanitary Sewer Collection & Treatment
- Storm Water Management
- Street Lighting
- Tourism Information
- Zoning Regulation

Ad valorem property taxes are based on the assessed value of each property and subject to tax rates applied for each class of property. Assessments are determined on an annual basis by the BC Assessment Authority. Tax rates, sometimes referred to as 'mil rates', are determined by Council as authorized by the Community Charter. The 2015 -2019 Village of Port Alice Financial Plan (attached) demonstrates how general taxation was allocated between land use classifications.

**Membership:**

The Committee shall be comprised of the following:

- The Mayor and up to 4 members of Council
- Representatives of Neucel Specialty Cellulose Ltd.
- The Village Finance Officer
- The Village Chief Administrative Officer







## REPORT TO COUNCIL

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**To:** Mayor & Council  
**From:** Chief Administrative Officer  
**Date:** May 25, 2015  
**Subject:** Regular Report

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### Spring Clean-Up

The Annual Spring Clean-Up was delayed this year by the backhoe breakdown. It has been rescheduled for June 9 – 11 and the crew will be picking up in different sections of the community on different days. A notice will be published in the June edition of the Rumble Sheet and posted on our website. Copies of the notice are also available at the front counter and have been distributed to Council for information.

### Angus Dawson Memorial Ball Field Fencing

Last year the bleachers were replaced at the Ball Field, but the safety fencing was not installed. In addition, a concrete stairway from the bleachers to the ball field is required. A quote for \$8242.50 has been received from McGrath Contracting to complete these improvements. McGrath installed the new bleachers last year. The budget for fencing was set at \$5000 in the 2015 budget, which falls short of the quoted amount.

### **Recommendation:**

**THAT** the Village approve the quote from McGrath Contracting to install fencing and stairs at the Angus Dawson Memorial Ball Park at a cost of \$8242.50 to be funded with \$5000 from the 2015 budget, with the balance to be funded from Surplus.

### Meeting with the Quatsino First Nation

Mayor Allen and Councillor Chase met with representatives of the Quatsino First Nation on May 20<sup>th</sup>. The benefits of mutual cooperation and communication were the main themes of the meeting and it was agreed that the two parties should continue to meet on a regular basis. A document developed by the Federation of Canadian Municipalities' Community Economic Development Initiative was distributed which outlined the following:

- *6 Key Factors for Successful First Nation – Municipal Partnerships*
- *5 Key Factors for Successful First Nation – Municipal Joint Projects*

It was agreed that that both the Village and the Band would take the document back to their respective Councils. A copy is attached to this report for Council's consideration and review.

Respectfully submitted,

**Madeline McDonald**  
Chief Administrative Officer

6 Key Factors for Successful First Nation Municipal Partnerships

1. Mutual appreciation and understanding of partner's governance, priorities and culture
2. Long-term vision for the partnership
3. Commitment to meeting regularly, consensus-based decision-making and proactive sharing of information by both elected officials and staff
4. Champions within each community who promote ongoing commitment to the partnership and communicate its benefits
5. Development of clear and robust agreements that benefit all parties
6. Engagement of community members and stakeholders in celebration of partnership

5 Key Factors for Successful First Nation Municipal Joint Projects and Plans

1. Clear vision for a win-win project or plan
2. Commitment from elected officials to consensus-based decision-making and from staff to teamwork
3. Engagement of stakeholders and community members to contribute their knowledge and build broad-based support for joint work
4. Ongoing dialogue and information sharing on matters of mutual interest unrelated to joint project/plan
5. Mutual understanding and appreciation for the different priorities and organizational culture of your partner

Distributed to the Village of Port Alice Council on May 20, 2015

James Redford P.Ag., E.P.  
Lands and Resources  
Quatsino First Nation  
Office: (250) 949-6404  
Cell: (250) 927-0971