

VILLAGE OF PORT ALICE
COUNCIL MEETING AGENDA

TO BE HELD WEDNESDAY, JULY 11, 2018 at 7:00 pm
IN THE PORT ALICE COUNCIL CHAMBERS



(1) CALL TO ORDER

We are privileged to acknowledge that this meeting is being held on the traditional territory of the Quatsino First Nations.

(2) RESOLUTION TO PROCEED TO CLOSED MEETING (6:00 pm)

THAT the meeting be closed to the public to consider matters pursuant to the following sections of the Community Charter:

Section 90 (1) (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

RECONVENE

(3) ADOPTION OF AGENDA:

THAT the Agenda for the Meeting of the Village of Port Alice for July 11, 2018, be approved; AND THAT all delegations, reports, correspondence and other information set to the agenda be received for information.

(4) DELEGATIONS:

a) Greg Fletcher – Regional District of Mount Waddington re: Link River Lease

b) Jon Flintoff – Western Forest Products, Operations Update

(5) MINUTES:

THAT the minutes for the Regular Meeting held on June 27, 2018, be adopted.

(6) COMMUNICATIONS: N\A

(7) REPORTS:

a) Fire Chief's Report for June 2018

July 4, 2018, Report from Gerry Rose, Acting Fire Chief

b) Link River Agreement

May 24, 2018, Report from Staff

(8) BYLAWS: N\A

(9) NEW BUSINESS: N\A

(10) OLD BUSINESS:

a) Council Leave of Absence

Report from Bonnie Danyk, Acting CAO

Recommendation:

THAT any requests granted to Councillors for leave of Absence be without pay.

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**VILLAGE OF PORT ALICE
COUNCIL MEETING AGENDA**
TO BE HELD WEDNESDAY, JULY 11, 2018 at 7:00 pm
IN THE PORT ALICE COUNCIL CHAMBERS



(11) QUESTION PERIOD:

(12) ADJOURNMENT:

THAT the meeting of the Village of Port Alice Council held July 11, 2018 be adjourned.

INFORMATION ITEMS:

1. June 25, 2018, News Release, ICET funds project to help Mt Cain ski area extend their season
2. July 6, 2018, email from Laura McPherson re Childcare BC New Spaces Fund Announcement

VILLAGE OF PORT ALICE COUNCIL
REGULAR MEETING MINUTES
WEDNESDAY JUNE 27, 2018
IN THE PORT ALICE COUNCIL CHAMBERS



Present
Mayor Jan Allen
Councillor Bruce Lloyd
Councillor Dave Stewart

Absent
Councillor Doug Worthington
Councillor Marnie Chase

Staff
Bonnie Danyk, Acting CAO

CALL TO ORDER: 6:30 pm

Mayor Jan Allen called the meeting to order at 6:30 pm

RESOLUTION TO PROCEED TO CLOSED MEETING (6:30 pm)

81/18
Resolution to
proceed to
Closed
meeting

MOVED by Councillor Stewart / Seconded by Councillor Lloyd

*THAT the meeting be closed to the public to consider matters pursuant to the following sections of the **Community Charter**:*

90 (1) (c) labour relations or other employee relations;

RECONVENE: 7:00 pm

APPROVAL OF AGENDA:

82/18
Adoption of
Agenda

MOVED by Councillor Stewart/ Seconded by Councillor Lloyd

*THAT the Agenda for the Meeting of the Village of Port Alice for June 13, 2018, be approved with the addition of the June 25, 2018 report from Acting CAO, Bonnie Danyk regarding the appointment to the North Island Community Forest under **REPORTS** ;**AND THAT** all delegations, reports, correspondence and other information set to the agenda be received for information.*

CARRIED

MINUTES:

83/18
June 13, 2018
Minutes

MOVED by Councillor Lloyd/ Seconded by Councillor Stewart

THAT the minutes for the Regular Meeting held on June 13, 2018, be adopted.

CARRIED

COMMUNICATIONS:

Response letter re Provincial Nominee Program and the Quatsino Chalet

June 13, 2018 Letter from Deb Zehr, Executive Director, Immigrations Programs Branch

REPORTS:

Annual Report for 2017

June 14, 2018 Report from Bonnie Danyk, Finance Officer

MOVED by Councillor Lloyd / Seconded by Councillor Stewart

THAT the Annual Report for 2017 be adopted as presented.

CARRIED

Government Finance Officers Association Conference 2018

June 18, 2018 Report from Bonnie Danyk, Finance Officer

Council Leave of Absence

June 18, 2018 Report from Bonnie Danyk, Finance Officer

85/18
Council Leave
of Absence
MOTION
POSTPONED

MOVED by Councillor Lloyd / Seconded by Councillor Stewart (for discussion)

THAT any requests granted to Councillors for leave of absence be without pay.

MOTION POSTPONED TO JULY 11, 2018 REGULAR COUNCIL MEETING

Summary of Revenue & Expenses for May 2018

June 19 2018 Report from Bonnie Danyk, Finance Officer

Accounts Payable Listing for May 2018

June 19, 2018 Report from Bonnie Danyk, Finance Officer

Tennis Courts

June 20, 2018, Report from Bonnie Danyk, Finance Officer

Fire Chiefs Report for May 2018

June 4, 2018 Report from Gerry Rose, Acting Fire Chief

North Island Community Forest Director Three Year Term

June 25, 2018 Report from Acting CAO, Bonnie Danyk

86/18
NICF
Appointment

MOVED by Councillor Stewart / Seconded by Councillor Lloyd

THAT Alma Van Schip be appointed to the North Island Community Forest Board for a term of three years ending June 2021

CARRIED

ADJOURNMENT:

MOVED by Councillor Stewart / Seconded by Councillor Lloyd

THAT the Regular meeting of the Village of Port Alice held June 27, 2018, be adjourned at 7:22 pm

CARRIED

I hereby certify the preceding to be a true and correct account of the Regular meeting of the Village of Port Alice Council held June 27, 2018.

Mayor

Deputy Chief Administrative Officer

VILLAGE OF PORT ALICE

Port Alice Volunteer Fire Department Fire Chief's Monthly Report For the month of June, 2018

Active Members	13	Number Of False Alarms	0
On Leave	1	Mutual Aid Calls	0
Rescue Calls	0	Lift Assist Calls	1
Fire Calls	0	Public Relation Events	0
Honourary Members	1		

Practices:

Date	Attendance	Purpose
June 2	5	Alarm went off at Seaview Apartment
June 5	10	Demonstrations on proper use of each piece of new equipment that arrived at ambulance station
June 12	7	Pumper practice & hose handling
June 19	7	Low slope rope rescue practice
June 26	10	Truck checks & association meeting
June 29	3	Cardiac Arrest call-out

Public Relations Events:

Situation Responses:

Fire Chief: _____

Administrator: _____



VILLAGE OF PORT ALICE
Report to Rec & PW Committee

TO: Mayor and Council
FROM: Jason Yunker & Tanya Spafford
DATE: May 24, 2018
SUBJECT: Link River Agreement

The Link River Lease Agreement ends on November 30, 2018. As staff we would like the opportunity to discuss the Village choosing not to renew the agreement and have the Village maintain and manage the park.

Initial Improvements and Restoration – December to May 2019

Several of the sites in the back of the park have not been maintained regularly and are not able to be used at this time. As well, the tree ceiling is quite low obstructing access for RVs to park in many of the sites.

Labour Costs – 2 employees

2 days to scrape and haul sites	\$880.00
3 days to spread/pack new crush	\$1320.00
Rent packer	\$100.00
5 days brushing/limbing	\$2200.00
Truck & pup of crush – 6 loads @ \$985.60 load	\$5913.60
Estimated total cost of restoration of grounds	\$10,413.60

Seasonal Expenses

Annual Maintenance – 2 employees

Spring cut of sites & clean-up – 8 hours	\$440.00
Dock installation – 4 hours	\$220.00
Picnic Table set up – 2 hours	\$110.00
Picnic Table repairs	\$200.00
Fall final cut & clean-up 2-4 hours	\$220.00 (4hrs)

Store Picnic tables 2 hours	\$110.00
Estimated total seasonal set-up and Take-down costs	\$1300.00

Weekly Duties – 2 employees

Weekly garbage pick-up	\$55.00
Weekly Cut (2-4 hours)	\$110.00-220.00
Estimated monthly maintenance (\$275\week)	\$1100.00\Month

Group Site

On May Long weekend the overflow parking space housed 5 Travel Trailers and trucks, as well as, a large eating area and a fire pit. This was used when the large group that annually camps was unable to find enough sites for their party. This could actually be used as a group site with a couple of picnic tables and a proper fire pit installed. The overflow parking is needed but a section could be barricaded off to allow for both parking and group camping. A great marketing bonus as group camping is becoming very popular.

Administration

Reservations and booking questions will have to be made through the office. There is software available to assist with this, including the MAIS Recreation program that has been discussed for the Community Centre in the past. This portion will have to be evaluated over the first summer to see how it effects the office staff and whether additional staffing hours would be necessary.

Summer Caretaking

The system in place has been working fairly successfully for many years. A full time caregiver from Mid-May to Mid-September is the best way to affordably deal with day-to-day operations. For budgeting purposes we have estimated \$2500\month for a caretaker that would deal with site registration, daily cleaning and supervision. Another option for maintenance is to purchase a maintenance shed, a good lawnmower and weed eater and other basic tools and have the caretaker handle these weekly chores. This cost would be covered in the savings of having staff take care of it each week. Garbage is still best collected by our own Public Works crew as they have the trucks and radios to safely take care of these duties while using active logging roads.

Income Potential

With the initial restoration this will create 10 waterfront sites and 12 non-water sites that are completely usable for campers, including making several more sites available for RV parking.

Waterfront sites are currently being charged \$20\night and non-waterfront are \$16\night. This makes the potential monthly income \$11,760. Even if we can keep half the park full all summer we will have a

monthly income of approximately \$5500.00\month. This would pay for the maintenance and a caretaker at \$2500\mth with an average minimum monthly revenue of \$1575.00 after expenses. If the park opens from Mid-May to Mid-September (or later) this will be an average revenue of \$6300\yr with the park being utilized at half capacity.

This income could be placed into a reserve to fund maintenance and capital costs to keep the park at its best each year.

Other income generators could be wood sales with wood used from maintenance at Link River and around town. Basic concession or camping needs could also be sold onsite to create more revenue.

Staff Commitment

We believe this has huge potential for our community and are willing to take on the extra responsibility to make it successful. We have a great team of skilled co-workers that are equally as excited as we are to see what we can make happen at Link River.

Respectfully submitted,

Jason Yunker & Tanya Spafford

VILLAGE OF PORT ALICE REPORT TO COUNCIL

To: Mayor & Council
From: Bonnie Danyk, Finance Officer
Date: June 18, 2018
Subject: Council Leave of Absence

At its meeting on June 13, 2018 Council received a report from Councillor Bruce Lloyd regarding Council members continuing to receive remuneration while on a leave of absence.

Council Leave of absence is covered under Section 125 of the Community Charter:

- (5) Subject to subsection (7), if a Council Member is absent from council meetings for
- (a) a period of 60 consecutive days, or
 - (b) 4 consecutive regularly scheduled council meetings,
- whichever is the longer time period, the council member is disqualified from holding office in accordance with subsection (6).
- (6) Disqualification under subsection (5) is disqualification from holding office
- (a) on a local government,
 - (b) on the Council of the City of Vancouver, or on the Park Board established under section 485 of the Vancouver Charter, or
 - (c) as a trustee under the Island Trust Act
- until the next general local election.
- (7) The disqualification under subsection (5) does not apply if the absence is because of illness or injury or is with the leave of the council.

The Community Charter does not address payment during a leave of absence.

After a General Election UBCM offers Group Insurance for Elected Officials. There must be a minimum of three elected official applicants in the local government to enrol. The benefits include Extended Health Benefits, Dental, Life Insurance and Accidental Death & Disability. The benefits do not include either Short Term or Long Term Disability.

Council can choose to have a policy dealing with payment during a leave of absence stating that payment would continue or not depending on the reason for the absence or Council may deal with each absence as it occurs and decide at the time whether payment will continue.

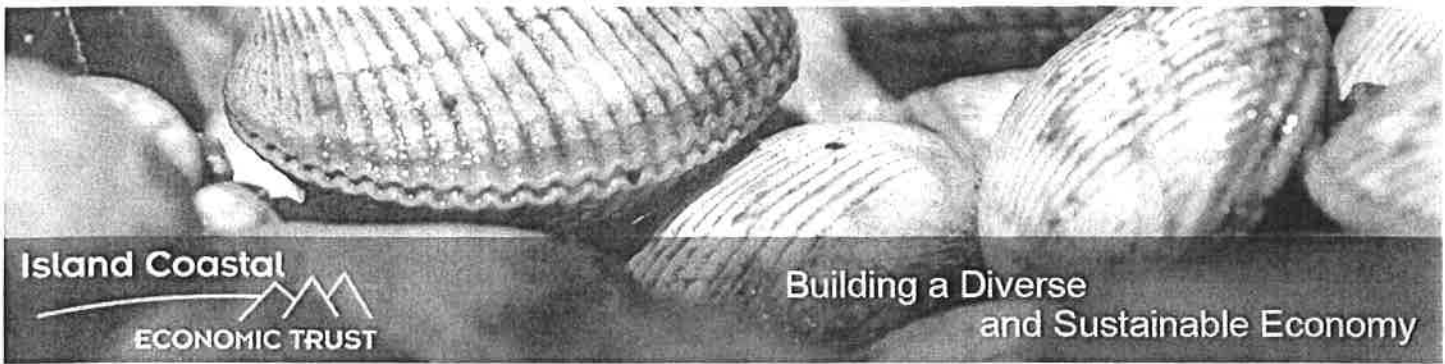
Respectfully submitted,



Bonnie Danyk
Finance Officer



INFORMATION ITEMS



FOR IMMEDIATE RELEASE

June 25, 2018

ICET FUNDS PROJECT TO HELP MT. CAIN SKI AREA EXTEND THEIR SEASON

COURTENAY – A grant from the Island Coastal Economic Trust will help the Mt. Cain ski hill extend their season, generating revenue and jobs at the community-owned operation.

The hill - already widely known for excellent powder snow at high elevations and easy backcountry access, has struggled with low snowpack at lower elevations early and late in the season.

The \$24,000 project will involve removing stumps, rocks, brush, and re-contouring some of lower elevation slopes to allow the hill to open with less snow than is currently required. ICET is providing half of the total funding, with the Mt. Cain Alpine Park Society contributing the balance.

“Mt. Cain is a significant seasonal employer of youth on the North Island and supporting them with this funding will help to sustain and increase those jobs while increasing total skier visits and associated overnight accommodations in the area,” said ICET Chair Phil Kent.

The benefits of this project are clear, said David Mazzucchi, Chair of the Mount Cain Alpine Park Society.

“If this project had been completed last summer, we could have opened over the lucrative Christmas holiday period,” Mazzucchi explained. “Missing those days due to a lack of snow at the bottom of the ski hill meant about \$129,000 in lost revenue and \$27,000 in lost wages. This project will help Mount Cain mitigate these challenges in the future.”

The project will begin later this summer, with completion anticipated by October.

About the Island Coastal Economic Trust

Created and capitalized by the Province of BC, the Island Coastal Economic Trust has been at the forefront of economic diversification, planning and regional revitalization for the past eleven years.

ICET is independently governed by a Board of Directors and two Regional Advisory Committees which include more than 50 locally elected officials, MLAs and appointees from the Island and Coast. This exceptional team of leaders collaborate to set regional priorities and build vital multi-regional networks.

Through a community centered decision-making process, more than \$50 million in funding has been approved for over 180 economic infrastructure and economic development readiness projects. These investments have leveraged over \$270 million in new investment into the region creating more than 2500 construction phase jobs and 2600 long term permanent jobs.

A full overview of ICET can be found at www.islandcoastaltrust.ca.

-end-

For further information:

Line Robert, CEO
Island Coastal Economic Trust
Tel. 250-871-7797 (Ext. 227)
line.robert@islandcoastaltrust.ca

Mayor Phil Kent, ICET Chair
City of Duncan
Tel. 250-709-0186
mayor@duncan.ca

David Mazzucchi, MCAPS Chair
info@MountCain.com

From: MacPherson, Laura MCF:EX <Laura.MacPherson@gov.bc.ca> on behalf of Barry, Jonathan MCF:EX <Jonathan.Barry@gov.bc.ca>
Sent: Friday, July 06, 2018 9:45 AM
To: undisclosed-recipients:
Subject: Childcare BC New Spaces Fund Announcement

Dear Mayor and Council:

I am writing to let you know that the Province has announced details of its Childcare BC New Spaces Fund, one of several initiatives outlined in the Childcare BC plan aimed at increasing the number of licensed child care spaces in the province.

The Childcare BC New Spaces Fund replaces the Child Care Major Capital Funding program, although similarities remain in that the new funding program will continue to fund the building of new child care facilities, along with renovations that add new child care spaces to existing facilities. The New Spaces Fund includes significant enhancements - with more under development - that will be of particular interest to school boards and municipalities.

The Childcare BC New Spaces Fund will support the creation of 22,000 new licensed child care spaces in B.C. with an investment of \$221 million over three years. This marks the single-largest investment to improve child care accessibility in B.C. history.

Other highlights of the new program include:

- * An application process that is open year-round, based on availability of funds within a fiscal year.
- * Priority on applications creating licensed infant and toddler and group 3-5 spaces, and child care spaces in underserved and vulnerable communities.
- * A requirement for funding recipients to commit to deliver affordable child care.
- * Higher maximum funding amounts, including up to \$1 million for public sector/non-profit partnerships.

Maximum funding amounts available include:

- * Up to \$1 million per facility to public sector partnerships with non-profit child care providers.
- * Up to \$500,000 per facility to school boards, Indigenous communities, Child Development Centres and not-for-profit child care providers.
- * Up to \$250,000 per facility to private child care providers.

As the new program builds momentum and applications are submitted - especially those involving public-sector partnerships - it is anticipated that the New Spaces Fund will be vital in supporting the creation of a universal, quality, accessible and affordable child care system.

In the near future we will release a second funding stream targeted to organizations like yours that will further increase funding maximums for multi-facility projects. This responds to requests from many past applicants, and will allow

communities with robust child care plans to quickly move forward with a significant expansion of their child care services.

Please watch for further details in the near future.

To learn more about the Childcare BC New Spaces Fund, including how to apply, funding guidelines and FAQs, visit www.gov.bc.ca/childcare/newspacesfund<<http://www.gov.bc.ca/childcare/newspacesfund>>.

Please note that we have scheduled an informational call for interested applicants on July 16, 2018, from 5:30 p.m. to 6:30 p.m. To participate, call 1-877-353-9184 and use passcode 41532# to listen in and ask your questions.

Yours sincerely,

Jonathan Barry
Executive Director - Child Care Capital, Community, and ECE Registry Services Ministry of Children and Family Development

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<https://www.avg.com>