

**VILLAGE OF PORT ALICE**  
**INAUGURAL MEETING AGENDA**  
TO BE HELD MONDAY, NOVEMBER 5, 2018 at 7:00 pm  
IN THE PORT ALICE COUNCIL CHAMBERS



**(1) OATH OF OFFICE FOR THE 2018-2022 VILLAGE COUNCIL**

- a) Mayor Kevin Cameron
- b) Councillor Holly Aldis
- c) Councillor Warren Beatty
- d) Councillor Bruce Lloyd
- e) Councillor Angela Yunker

**(2) CALL TO ORDER**

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

**(3) ADOPTION OF AGENDA:**

*THAT the Agenda for the Inaugural Meeting of the Village of Port Alice for November 5 2018, be approved; AND THAT all delegations, reports, correspondence and other information set to the agenda be received for information.*

**(4) DELEGATIONS: N\A**

**(5) MINUTES: N\A**

**(6) OLD BUSINESS: N\A**

**(7) COMMUNICATIONS: N\A**

**(8) NEW BUSINESS:**

a) 2019 Council Appointments

November 5, 2018, Report from Mayor Kevin Cameron

b) Signing Authority for Scotiabank

October 29, 2018, Report from Bonnie Danyk, Finance Officer

c) 2019 Regular Council Meeting Dates

d) 2019 Regular Monthly Committee Meeting Dates

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**(9) REPORTS: N\A**

**(10) BYLAWS: N\A**

**(11) QUESTION PERIOD:**

**(12) ADJOURNMENT:**

*THAT the Inaugural meeting of the Village of Port Alice Council held November 5, 2018, be adjourned.*





## VILLAGE OF PORT ALICE REPORT

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**To:** Council  
**From:** Mayor Elect Kevin Cameron  
**Date:** November 5, 2018  
**Subject:** Committee and Board Appointments

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Each year new appointments are made to various Committees and Boards, both internal and external. Committee appointments are the responsibility of the Mayor under the Community Charter. Some other appointments require Council resolutions. It is my pleasure to make the following appointments and recommendations for your consideration.

### 2019 Standing Committee Appointments – NO MOTION REQUIRED

Emergency Planning:

Alternate: Councillor:

Public Works & Recreation Committee: All members of Council

Personnel Committee: All members of Council

### 2019 Portfolio Appointments – NO MOTION REQUIRED

Aboriginal Affairs: Councillor

Health: Councillor Alternate: Councillor

North Island Community Forest: Mayor Alternate: Councillor

Tourism:

### 2019 Board Appointments: Regional District of Mount Waddington Board & Mount Waddington Hospital District Board Appointments - RESOLUTIONS REQUIRED

#### Draft Resolutions:

1. **WHEREAS Council is required under the Local Government Act to annually appoint a Regional District Director and Alternate Regional District Director;**

*THAT \_\_\_\_\_ is appointed as the Regional District Director for 2019, and that **Councillor** \_\_\_\_\_ is appointed Alternate Regional District Director for 2019.*

2. **WHEREAS Council is required under the Local Government Act to annually appoint a Regional Hospital District Director and Alternate Regional Hospital District Director;**

*THAT \_\_\_\_\_ is appointed Regional Hospital District Director for 2019, and that \_\_\_\_\_ is appointed Alternate Regional Hospital District Director for 2019.*

### 2019 Vancouver Island Regional Library Board Representative and Alternate

WHEREAS the Village of Port Alice representative and alternate representative on the Vancouver Island Regional Library Board are appointed yearly by Council;

NOW THEREFORE BE IT RESOLVED THAT \_\_\_\_\_ be appointed as representative for 2019;

AND FURTHER BE IT RESOLVED THAT \_\_\_\_\_ be appointed as alternate representative for 2019.

**2019 Acting Mayor Appointments - RESOLUTION REQUIRED**

According to Council Procedure Bylaw No. 595, each December, Council must designate Councillors to serve as Acting Mayor in the Mayor's absence.

**Draft Resolution:**

WHEREAS Council must, by resolution, appoint members to serve as Acting Mayor;

AND WHEREAS such Acting Mayor has, during the absence or illness or other disability of the Mayor, all powers and is subject to the same rules as the Mayor, and shall chair meetings of Council;

THEREFORE BE IT RESOLVED THAT the Acting Mayor position shall be served by:

**Councillor Aldis** for the term November 2018 – February 2019;

**Councillor Beatty** for the term March 2019 – May 2019;

**Councillor Lloyd** for the term June 2019 – August 2019;

**Councillor Yunker** for the term September 2019 – November 2019.

Respectively submitted,



Mayor Kevin Cameron



## VILLAGE OF PORT ALICE REPORT TO COUNCIL

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**To: Mayor & Council**  
**From: Finance Officer**  
**Date: October 29, 2018**  
**Subject: Signing Authority for Scotiabank**

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Scotiabank requires a Certified Resolution from the Village of Port Alice to update the signing authorities on out bank account.

The Administrative Assistant, Tanya Spafford is on the list as a signing authority so that she can perform the following functions:

- Direct Deposit for Payroll
- Bank Deposits
- Process Utility and Tax payments made through online banking
- Process email transfer payments.
- Enquiries regarding cheques or stop payments on cheques.

The signing authority also permits Tanya to sign cheques which occurs rarely.

### **RECOMMENDATION:**

WHEREAS the Council of the Village of Port Alice must approve and execute a signing authority with the Scotiabank for the members of Council, Chief Administrative Officer, Financial Officer and Administrative Assistant;

BE IT FURTHER RESOLVED THAT the following persons have signing authority for the Village of Port Alice:

- Kevin Cameron, Mayor
- Holly Aldis, Councillor
- Warren Beatty, Councillor
- Bruce Lloyd, Councillor
- Angela Yunker, Councillor
- Bonnie Danyk, Acting CAO / Finance Officer
- Tanya Spafford, Administrative Assistant

Respectfully submitted,



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Bonnie Danyk  
Finance Officer





VILLAGE OF PORT ALICE  
Public Notice

Regular Council Meeting Dates

In accordance with Section 127 of the Community Charter, the following is the schedule for the Regular Meetings of Council for the Village of Port Alice for 2019. The Regular Council Meetings are held at 7:00 pm in the Village Office Council Chambers, located at 1061 Marine Drive, Port Alice, BC.

January 9, 2019	June 12, 2019
January 23, 2019	June 26, 2019
February 13, 2019	July 10, 2019
February 27, 2019	August 14, 2019
March 13, 2019	September 11, 2019
March 27, 2019	October 9, 2019
April 10, 2019	October 23, 2019
April 24, 2019	November 13, 2019
May 8, 2019	November 27, 2019
May 22, 2019	December 11, 2019

  
\_\_\_\_\_  
Bonnie Danyk  
Acting Chief Administrative Officer







## **Village of Port Alice**

### **2019 Committee Meeting Dates**

#### **Regular Monthly Committee Meeting Dates** **Meetings are held at 3:00pm**

Wednesday, January 3<sup>rd</sup>, 2019

Wednesday, February 7<sup>th</sup>, 2019

Wednesday, March 7<sup>th</sup>, 2019

Wednesday, April 4<sup>th</sup>, 2019

Wednesday, May 2<sup>nd</sup>, 2019

Wednesday, June 6<sup>th</sup>, 2019

Wednesday, July 4<sup>th</sup>, 2019

Wednesday, August 1<sup>st</sup>, 2019

Wednesday, September 5<sup>th</sup>, 2019

Wednesday, October 3<sup>rd</sup>, 2019

Wednesday, November 7<sup>th</sup>, 2019

Wednesday, December 5<sup>th</sup>, 2019

