

**VILLAGE OF PORT ALICE
COUNCIL MEETING AGENDA**
TO BE HELD WEDNESDAY DECEMBER 11, 2019 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) ADOPTION OF AGENDA:

THAT the Agenda for the Meeting of the Village of Port Alice for December 11, 2019, be approved; AND THAT all delegations, reports, correspondence and other information set to the agenda be received for information.

(3) DELEGATIONS:

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- a.) John Christou, Owner of C.T. J & J property at 1001 Marine Drive
November 24, 2019, Letter from John Christou

(4) MINUTES:

Pg 5-7

- a.) **THAT** the Minutes from the Regular Meeting of November 27, 2019, be approved.

(5) OLD BUSINESS: N\A

(6) COMMUNICATIONS:

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- a.) Gas Tax Agreement Community Works Fund Payment
November 27, 2019, Letter from Maja Tait, UBCM President

Pg 11

- b.) Response from Oscar Hickes Committee
December 2, 2019, Letter from Patrick Murray, Oscar Hickes Committee

(7) NEW BUSINESS:

(8) REPORTS:

Pg 13

- a.) Vancouver Island Regional Library Report
November 23, 2019, Report from Councillor Lloyd

Pg 15

- b.) Fire Chief's Monthly Report
November 29, 2019, Report from Fire Chief Gerry Rose

Pg 17-19

- c.) Proposal to Request Mowi's Assistance in Building a Crab/Kayak Dock
December 5, 2019, Report from Councillor Yunker

Recommended

THAT the Village of Port Alice contact MOWI Canada and ask that they sponsor this project.

(9) BYLAWS: N\A

(10) QUESTION PERIOD:

(11) ADJOURNMENT:

THAT the meeting of the Village of Port Alice Council held December 11, 2019, be adjourned.

INFORMATION ITEMS:

1. November 23, 2019, VIRL From the Board Table newsletter

RECEIVED

NOV 24 2019

C.T.J&J
PO Box 219
Port Alice, B.C., V0N 2N0

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

Nov.24, 2019

We would like to approach council about a decrease in our Utility bill on 1001 Marine Dr. Your consideration would be appreciated.

Thank You

John Christou



**VILLAGE OF PORT ALICE COUNCIL
REGULAR MEETING MINUTES
WEDNESDAY NOVEMBER 27, 2019
IN THE PORT ALICE COUNCIL CHAMBERS**



Present
Councillor Bruce Lloyd
Councillor Angela Yunker
Councillor Holly Aldis
Mayor Kevin Cameron
Councillor Sean Watson

Staff
Bonnie Danyk, CAO / CFO

CALL TO ORDER: 7:00 pm

Mayor Kevin Cameron called the meeting to order at 7:00 pm

ADOPTION OF AGENDA:

MOVED by Councillor Aldis / Seconded by Councillor Yunker

*THAT the Agenda for the Meeting of the Village of Port Alice for November 27, 2019, be approved: **AND THAT** all delegations, reports, correspondence and other information set to the agenda be received for information.*

CARRIED

MINUTES:

MOVED by Councillor Aldis/ Seconded by Councillor Lloyd

THAT the minutes for the Regular Council Meeting held on November 13, 2019 be adopted.

CARRIED

NEW BUSINESS:

a.) 2020 Council Appointments.

November 20, 2019 Report from Mayor Kevin Cameron

2020 Standing Committee Appointments – NO MOTION REQUIRED

Emergency Planning: Councillor Sean Watson

Public Works & Recreation Committee:

Personnel Committee:

Bargaining Committee:

Alternate: Councillor Holly Aldis

All members of Council

Mayor Kevin Cameron

Councillor Holly Aldis

Councillor Sean Watson

Mayor Kevin Cameron

Councillor Holly Aldis

Councillor Sean Watson

2020 Portfolio Appointments – NO MOTION REQUIRED

Aboriginal Affairs: Councillor Sean Watson

Health: Councillor Holly Aldis

Alternate: Councillor Bruce Lloyd

North Island Community Forest: Mayor Kevin Cameron; **Alternate:** Councillor Bruce Lloyd

Tourism: Councillor Angela Yunker

2020 Board Appontment, Regional District of Mount Waddington

136/19
RDMW
Appointment

MOVED by Councillor Lloyd/ Seconded by Councillor Yunker

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

***THAT Mayor Kevin Cameron** is appointed as the Regional District Director for 2020, and that **Councillor Holly Aldis** is appointed Alternate Regional District Director for 2020.*

CARRIED

2020 Board Appoinment Mount Waddington Hospital District Board

137/19
MWHD
Appointment

MOVED by Councillor Lloyd/ Seconded by Councillor Watson

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

***THAT Mayor Kevin Cameron** is appointed Regional Hospital District Director for 2020, and that **Councillor Holly Aldis** is appointed Alternate Regional Hospital District Director for 2020.*

2020 Acting Mayor Appointments

138/19
Acting Mayor

MOVED by Councillor Aldis/ Seconded by Councillor Yunker

***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 Lloyd for the term January 2020 – March 2020;

Councillor Yunker for the term April 2020 – June 2020;

Councillor Aldis for the term July 2020 – September 2020;

Councillor Watson for the term October 2020 – December 2020.

REPORTS:

a) **Village of Port Alice Council Achievements November 2018-2019**

November 20, 2019, Report from Bonnie Danyk, CAO / CFO

b) **Accounts Payable Listing for October 2019**

November 20, 2019 Report from Bonnie Danyk, CAO / CFO

c) Summary of Revenue and Expenses for October 2019

November 20, 2019 Report from Bonnie Danyk, CAO / CFO

ADJOURNMENT:

MOVED by Councillor Lloyd / **Seconded** by Councillor Yunker

THAT the Regular meeting of the Village of Port Alice held November 27, 2019, be adjourned at 7:35 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 November 27, 2019.

Mayor

Chief Administrative Officer

November 27, 2019



Mayor Kevin Cameron
Village of Port Alice
Box 130
Port Alice, BC V0N 2N0

Dear Mayor Kevin Cameron:

RE: GAS TAX AGREEMENT COMMUNITY WORKS FUND PAYMENT

I am pleased to advise that UBCM is in the process of distributing the second Community Works Fund (CWF) payment for fiscal 2019/2020. An electronic transfer of \$41,537.40 is expected to occur within the next 30 days. These payments are made in accordance with the payment schedule set out in your CWF Agreement with UBCM (see section 4 of your Agreement).

CWF is made available to eligible local governments by the Government of Canada pursuant to the Administrative Agreement on the Federal Gas Tax Fund in British Columbia. Funding under the program may be directed to local priorities that fall within one of the eligible project categories.

Further details regarding use of CWF and project eligibility are outlined in your CWF Agreement and details on the Gas Tax Agreement can be found on our website at www.ubcm.ca.

For further information, please contact Gas Tax Program Services by e-mail at gastax@ubcm.ca or by phone at 250-356-5134.

Yours truly,

A handwritten signature in black ink, appearing to read "Maja Tait", is written over a light blue circular stamp.

Maja Tait
UBCM President

RECEIVED

PC: Bonnie Danyk, Chief Administrative Officer Chief Financial Officer

December 2, 2019

Village of Port Alice Mayor and Council

Dear Mr. Mayor:

We wish to thank you for considering our request to hold the 41st Oscar Hickes Memorial Tournament at the arena in Port Alice. Although disappointing, the "no" answer was not unexpected.

As you are well aware, this tournament has been successfully held for the past 40 years. Although, it is a tournament for adult hockey players, this tournament represents the major fundraising opportunity for the various youth groups participating. Over the years, these groups have included Port Alice Minor Hockey Association, Port Alice Figure Skating, Henny Penny Pre-school, Port Alice Youth Soccer, Junior Golf and Dry Grad. We estimate that the total funds raised are well in excess of \$300,000. This does not include the associated revenue generated by the various businesses in Port Alice directly, and the rest of the North Island in general.

Until the current economic woes plaguing the North Island and Port Alice in particular have been reversed, we have decided that last years will be the last Oscar Hickes Memorial Hockey Tournament until such time as the Port Alice arena reopens on a regular basis.

The Oscar Hickes Memorial Hockey Tournament organizing committee, would like to extend a very large thank you to the current and previous Village of Port Alice Councils for their support during the 40 year history of this tournament.

Kindest regards,

Patrick Murray

This meeting was especially enjoyable for me because I was also able to pass the wonderful little steel fire truck plaque to the Ladysmith Trustee which I had our local artisan Dave Cousins make for the generous town of Ladysmith in acknowledgement of having given us their old but excellent fire truck for a mere \$10,000! He agreed to present it to the Mayor and Fire Chief whenever he can. The inscription: "Thanks Ladysmith from the People of Port Alice" I think perfectly and succinctly sums up our universal gratitude for this great gift indeed. After all, I do remember having to put out well over a half of a million dollars for such a thing the last time I was on Council!

The concerns over Sidney BC's possible future withdrawal from VIRLibrary seem less likely now as the Mayor and Council there have addressed such positively. A few years back Brentwood Bay withdrew in favour of the Victoria Public Library and every potential loss is a negative in a co-op such as ours.

The new Sayward Library opens on Saturday December 21st and I would go but I am scheduled to drive the Ski Bus that day. As well, the Woss library would seem to be just about getting under way. Anyone who has ever seen their "digs" would readily agree it is long, long overdue! Tahsis unfortunately had a site picked but there was a lot of sawdust from old works there that made it too expensive to geologically justify.

I had received permission from our CAO to discuss superficially the situation we have here with our VIRL CAO and was able to encourage her to be sure that the \$18,000 earmarked for improvements would actually be spent here this year. The last time I had reported with joy that such amount was earmarked I had been unaware that such had been earmarked similarly a few times before but there had not been follow through! It would seem that there will be such this year. Furthermore, I received a little more good news on improvements that I will share verbally with council as it is a little more complex. The lease saddles them with carpet and wall covering duties so that is not a fiscal concern for us. The window coverings were not addressed in the lease but it seems VIRL is helping here given our situation. I am always impressed with this organization and it's friendly and co-operative staff.

Regarding my mea culpa in not encouraging the regional library manager when she proposed a number of free sessions for anyone interested to me among others – I must say I dropped the ball by not being enthusiastic as I should have been in retrospect. Despite that they went ahead and Connie, our mobile employee up here gave a number of presentations at our CC computer lab which was closed only to them for 6 or so 1 hour sessions and I witnessed a few ladies happily receiving certificates of accomplishment after attending these sessions. I was obviously asleep at the helm in a sense. Anyhow, thanks to our staff and the VIRL staff for that well within ours and their mandate workshops.*

Reports are that the meeting by our CAO and board went well with the education minister in pursuit of more funding from the province. We shall see.

Respectfully,

C. Lloyd

*PS We would be remiss not to ask staff to send a letter of thanks to our regional library manager thanking her for doing such at this meeting.

VILLAGE OF PORT ALICE

Port Alice Volunteer Fire Department Fire Chief's Monthly Report For the month of Nov, 2019

Active Members	10	Number Of False Alarms	0
On Leave	1	Mutual Aid Calls	0
Rescue Calls	0	Lift Assist Calls	0
Fire Calls		Public Relation Events	0

Practices:

Date	Attendance	Purpose
Nov 5	10	Rescue #3 and Ambulance indoc.
Nov.9	7	Lift Asst.
Nov.11	6	Lift Asst.
Nov. 11	5	Lift Asst.
Nov. 12	3	Lift Asst.
Nov. 12	3	Lift Asst.
Nov.12	8	Interior attack and Hydrant Practice
Nov. 19	4	Rope Practice
Nov.26	5	Monthly Equipment Checks and Assoc. Meeting.

Public Relations Events:

Situation Responses:

Fire Chief: Garrett J. Rose

Administrator: [Signature]

Proposal to Request Mowi's Assistance in Building A Crab/Kayak Dock

I propose we ask Mowi for assistance in helping us build a simple yet useful crab dock. I propose we ask Mowi for sections of floating dock, six sections of floating dock should be enough, three sections from shore to low tide line leaving 3 sections at low tide still floating, approximately of course. We could use concrete anchor blocks to hold the dock in place, the blocks cost \$133.00 per block. Or we utilize a more resilient plan of using blocks and two pilings for which we would need a quote from Councillor Sean for costing on the pilings. We could ask Mowi to fund the whole project, blocks, pilings and dock sections. Overall cost of a project like this would be minimal as Mowi supposedly has sections of docks stockpiled in several locations as salmon farming is becoming increasingly difficult due to environmental impact concerns. Using say a dozen blocks would come to approximately \$1596.00 not including cost of chains. Public Works can pick up the blocks from PME two at a time as they make return trips from Hardy and McNeil almost weekly and as mentioned before, a quote to go with pilings, I would not think would exceed 10k (I don't know though). We would need Sean's help too to install the blocks either way we decide to go. Overall scope of this project, besides the dock sections, money wise would be low if Mowi only wished to supply the floating docks. We also still have roughly 8k in our Tourism budget for this year that we could use to go towards this project, if council agrees. In the end this is why I feel this project would be a perfect fit for Mowi's help! Low cost and they have docks. We'll make a sign saying sponsored by Mowi which is good PR for them and would be a win for the community!

The Benefits for Us.

The benefits for Port Alice are many. We would now have an accessible location for members of our community who don't own boats to set a crab trap and/or go fishing. Taking the nuisance traps off our Marina dock which crab fishing is not allowed on. Having a crab dock in Lions Park also helps out our proposed Hotel idea as patrons could now spend the evenings crab fishing and sitting by a fire in Lions Park. This new dock could also benefit any kayakers or kayak businesses which utilize Lions Park. Lastly it adds another spot for adults and kids to fish without getting in the way of boaters trying to moor.

We of course would have to request permission from the Department of Fisheries and get a permit for the dock. Given our current situation economy wise, I don't see it being a problem, but it's a hurdle we'd have to jump over.

Any safety concerns, I believe would be minimal as we already, for the most part, have an unsupervised Marina which youth frequently fish from. We could set up a gate at the ramp that joins to the floating sections to prevent toddlers from accessing the dock from the park. We could set up a life jacket station as well for youth and have age signage requiring a life vest.

Maintenance will be low due to the dock's construction of steel, Styrofoam and its other component concrete.

In closing I hope Council considers my proposal. I believe if everything works out this would be a great benefit to our citizens and an easy boost for tourism. Thank you -Angela Yunker.

Untitled Map

Write a description for your map.

Lions Park

Pings

Dark

Sections

Anchor
Blocks

Hotel
X site

X
Swings

Legend

- Dadaab Refugee Ca
- Feature 1
- Feature 2
- Feature 3
- How Big is this?
- Port Alice Hospital
- WV

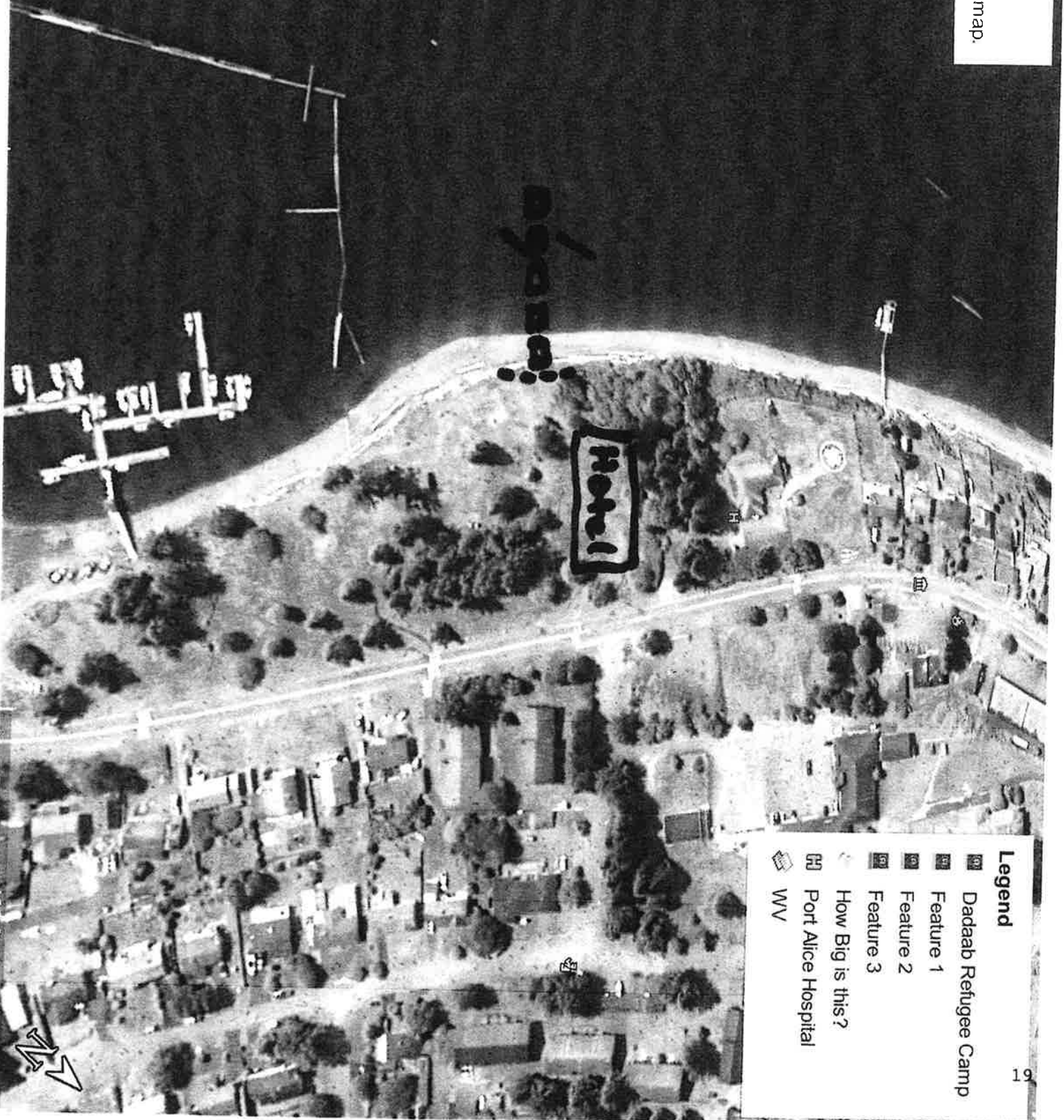
Untitled Map

Write a description for your map.

Google Earth

© 2018 Google

Image © 2019 CNES / Airbus





INFORMATION ITEMS



from the Board Table

A Meeting with the Minister

The Board received a verbal report about a successful trip members of the Board and VIRL staff took to Victoria to advocate for increased library funding. The team met with the Honourable Minister of Education, the Deputy Minister and members of Ministry staff. Discussions are ongoing with the Ministry about how libraries and the Province can partner on Capital Funding in the future.

Nominations are Open!

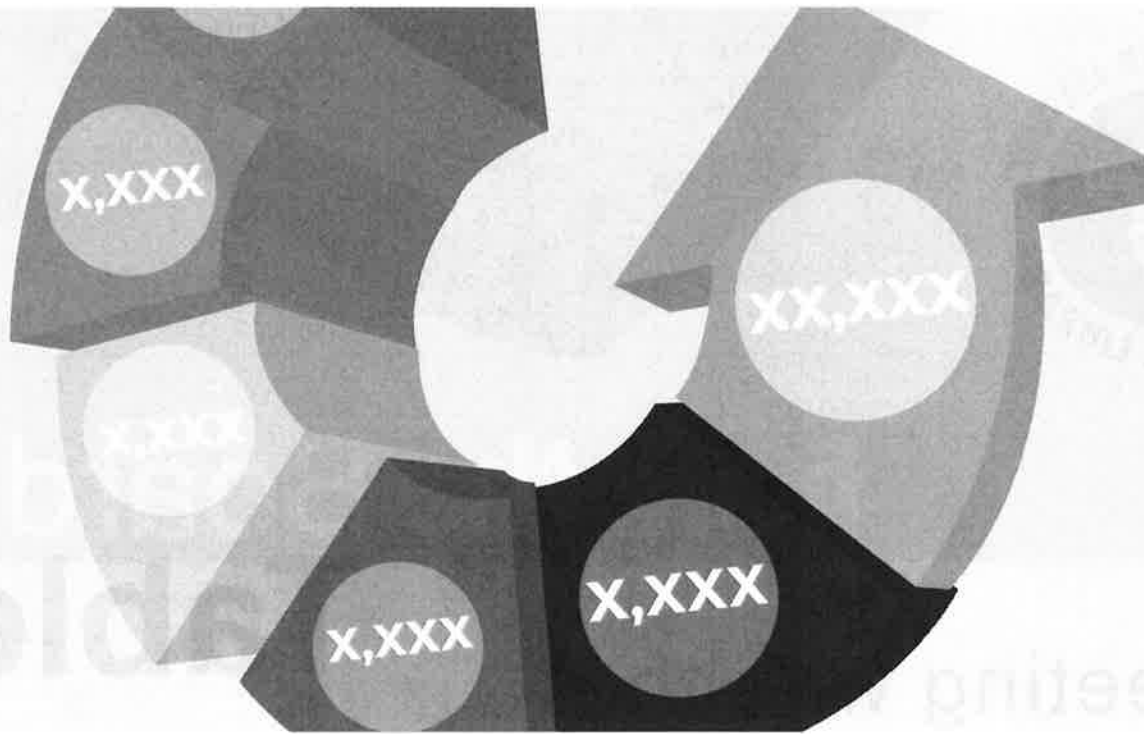
Any Board members interested in running for Chair, Vice Chair, and the Executive Committee have until December 16 to submit their nominations for these exciting roles. The election takes place at the AGM in January.

2020 Board Schedule

January 18, 2020	Annual General Meeting
February 28, 2020	Executive Committee (Regular Meeting)
March 28, 2020	Board of Trustees (Regular Meeting)
May 1, 2020	Executive Committee (Regular Meeting)
May 30, 2020	Board of Trustees (Regular Meeting)
July 3, 2020	Executive Committee (Budget Meeting)
August 28, 2020	Executive Committee (Budget & Regular Meeting)
September 19, 2020	Board of Trustees (Budget & Regular Meeting)
October 23, 2020	Executive Committee (Regular Meeting)
November 21, 2020	Board of Trustees (Regular Meeting)



*VIRL Staff and Members of the Board with
the Honourable Minister of Education*



New VIRL Scorecard

VIRL is revising the way we report our metrics to the Board. This new approach will change the way VIRL tells our story with a quarterly report that demonstrates the impact libraries are having on individuals and communities across our service area.

The Scorecard has the following areas of focus:

- Customers and Community
- Library Collections
- Innovation and Learning
- Finance
- Branch Results

As a result of these changes, members of the Board will have a clearer understanding of the stories our branches are telling, the lives we are affecting, and the significant role our branches are playing in the communities we serve.



Digital Snapshot

VIRL's digital collection continues to grow in popularity and every year becomes more important to customers across our service area. This report provided Trustees with an overview of the complexities and trends in our digital collection. The report also highlighted the many challenges VIRL, and all libraries, face in ensuring that customers have access to the best possible digital collections as a result of restrictive policies and practices from some major publishing companies.

Libraries are not buckling in the face of these challenges, and the Board heard of the concerted efforts underway to fight back, from seeking government support to gathering signatures from members of the public.





Facilities Update

Campbell River: VIRL staff met with City of Campbell River staff on October 31 to move discussions on a new branch forward. Project planning continues on this exciting initiative for Campbell River.

Chemainus: The new branch is slated to open in early 2020 with grand opening celebrations shortly thereafter.

Courtenay: VIRL has initiated planning this project and we await an announcement regarding the Investing in Canada Infrastructure Program grant.

Ladysmith: Ladysmith is looking to initiate a mixed-use project on property owned by the Town, which could include space for a new branch. No recent discussions have taken place.

Masset: Based on the success of the Sayward tender, VIRL will move forward with developing plans for the Masset branch. VIRL's consultants are preparing the documents for tender.

North Saanich: The proposed site at the Panorama Centre is part of the Agricultural Land Reserve. VIRL awaits further direction from North Saanich.

Port Alberni: Planning is underway and VIRL is currently reviewing the bids received from architects.

Facilities Update cont.



The new Sayward branch

Queen Charlotte: VIRL had discussions with School District 50 and local officials regarding potential sites for a new library. No additional information to report.

Sandspit: VIRL is working with School District 50 to finalize a lease for land to house a new prototype branch. Survey, geotechnical and environmental work are complete. Discussions are on hold while the parties work to resolve an issue surrounding use of the space.

Sayward: Construction is well underway with the new branch slated to open late 2019. Grand opening celebrations are set for December 21.

Sooke: VIRL awaits approval of the Development Permit and further direction from Council. The Development Permit was unanimously approved at the November 25 Council Meeting. Next steps will be communicated shortly.

Tahsis: VIRL continues discussion around potential sites or other options for service delivery.

Tofino: VIRL awaits direction from Tofino as to the placement of a new branch.

Woss: The Village of Woss has identified the site for the new branch. VIRL staff have commenced with the necessary planning work in preparation of a prototype branch, including work to produce a bid package.



The new Chemainus branch

Finance Report



Teen area at the Nanaimo Harbourfront branch

Balance Sheet

The balance sheet of \$33.2 million shows a healthy balance of cash and investments of \$6.5 million at the end of September and a year to date operating surplus of \$396,289.

Revenue & Expenditures

The net operating surplus as at the end of September reflects that revenues were in line with expectations and expenditures were within budget.

Reserves Report

The Board of Trustees is provided with updated reserves information at each meeting. At the end of September the reserves stood at a balance of \$5.7 million. Appropriations to reserves are recorded on a monthly basis and at the end of September represented 80% of the budgeted contributions to reserves for the year.

Year to date withdrawals consist of amounts for projects at various facilities, as well as purchases of furniture and equipment, IT software and hardware, and improvements to the Integrated Library System.

“VIRL’s current position is sustainable and revenues were in line with expectations and expenditures were within budget.”

- Joel Adams, Finance Director