VILLAGE OF PORT ALICE
COUNCIL MEETING AGENDA
TO BE HELD WEDNESDAY FEBRUARY 24, 2021 at 7:00 pm
IN THE SEA VIEW ACTIVITY CENTRE

Port Alice
Gateway to the Wild West Coast

(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 February 24, 2021, be approved; AND THAT all delegations, reports, correspondence, and other information set to the agenda be received for information.

(3) DELEGATIONS: N\A

(4) MINUTES:

Pg 3-4 **a.)** ***THAT*** *the Minutes from the Regular Meeting of February 10, 2021, be approved.*

(5) OLD BUSINESS:

(6) COMMUNICATIONS:

Pg 5-8 **a.)** Request for support of Connect 4 Work program
February 5, 2021, Email from Trish Weatherall, Literacy Now

(7) NEW BUSINESS:

Pg 9-44 **a.)** Sanitary Sewer Replacement Planning Report
February 12, 2021, McElhanney

(8) REPORTS:

Pg 45-47 **a.)** Accounts Payable Listing for January 2021
February 15, 2021, Report from Bonnie Danyk CAO\CFO

Pg 49 **b.)** Telus Cell Phone Tower
February 18, 2021, Report from Bonnie Danyk CAO\CFO

Pg 51-53 **c.)** Council Meetings
February 18, 2021, Report from Bonnie Danyk CAO\CFO

(9) BYLAWS:

(10) QUESTION PERIOD:

(11) ADJOURNMENT:

THAT the meeting of the Village of Port Alice Council held February 24, 2021, be adjourned

INFORMATION ITEMS:

a.) February 10, 2021, Letter to Min Dix and Premier Horgan re Campbell River Hospital Lab

b.) February 17, 2021, Letter from Ministry of Municipal Affairs, re Regional calls and Covid-19 Update.

VILLAGE OF PORT ALICE COUNCIL
REGULAR MEETING MINUTES
WEDNESDAY FEBRUARY 10, 2021
AT SEA VIEW ACTIVITY CENTRE

Port Alice
Gateway to the Wild West Coast

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

Staff Bonnie Danyk CAO / CFO

CALL TO ORDER: 7:00 pm

ADOPTION OF AGENDA:
Moved, Seconded and CARRIED

13/21 Adoption of Agenda

THAT *the Agenda for the Meeting of the Village of Port Alice for February 10, 2021, be approved AND* ***THAT*** *all delegations, reports, correspondence, and other information set to the agenda be received for information.*
CARRIED

DELEGATION: N\A

MINUTES:
14/21 Minutes January 13
Moved, Seconded and CARRIED

THAT *the minutes for the Regular Council Meeting held on January 27, 2021 be adopted.*

OLD BUSINESS: N/A

COMMUNICATIONS:
Request to purchase memorial bench
January 24, 2021 Letter from Retta Vezina

15/21 Memorial Bench
Moved, Seconded and CARRIED

THAT *Retta Vezina be permitted to purchase a memorial bench and FURTHER THAT it be suggested that the bench be placed across the road from the campsite where the pullout is.*

Housing and Homelessness: A service needs estimation
February 4, 2021, Project Proposal & Summary on behalf of the Wellness Fist Committee

16/21 Forward Survey
Moved, Seconded and CARRIED

THAT *the Survey be forwarded to the Health Forum to see if they would be interested in implementing it.*

REPORTS:

Councillor Lloyd's VIRL Report- AGM January 30, 2021

January 30, 2021, Report from Councillor Bruce Lloyd.

Fire Chiefs Report for January 2021
January 31, 2021, Report from Fire Chief, Gerry Rose

NEW BUSINESS:

17/21 Letter to Ministry of Forests

Moved, Seconded and CARRIED

THAT *the Village of Port Alice Council write a letter to the Ministry of Forests thanking them for the road repairs on the West Coast.*

BYLAWS: N/A

ADJOURNMENT:

18/21 Adjournment

Moved, Seconded and CARRIED

THAT *the Regular meeting of the Village of Port Alice held February 10, 2021, be adjourned at 7: 10 pm*

I hereby certify the preceding to be a true and correct account of the Regular meeting of the Village of Port Alice Council held February 10, 2021.

_____ _____

Mayor Chief Administrative Officer

Tanya

From: Trish Weatherall <trishliteracynow@gmail.com>
Sent: Friday, February 5, 2021 2:45 PM
To: Tanya
Cc: Nickka Price
Subject: Connect4Work program coming to Port Alice
Attachments: CONNECT4WORK_4Xflyer_Spring 2021_R1.pdf; CONNECT4WORK Poster w tear-off numbers- Feb 5, 2021.pdf; CONNECT4WORK Poster_Social Media.jpg

Dear Bonnie, Tanya and Village of Port Alice mayor and council,

We are excited to officially announce that we have received funding to run a digital literacy/introduction to computers program for displaced workers "**CONNECT4WORK**" in Port Alice and Port Hardy this year!
See the press release here.

New Program Facilitator:

I'd like to introduce you to our new hire, **Nickka Hutton**, (cc'd on this email) who will be developing the curriculum and delivering the program (either in-person or online, depending on current COVID-19 restrictions).

Nickka is experienced with curriculum development and teaching, is very enthusiastic about helping people, and has connections to and understanding of North Island workers.

Program Description and Goals:

The free program will introduce workers to using technology to:

- look for and apply for work
- access online services
- pursue continuing education
- connect to family and community

The course covers internet searches and safety, creating basic documents, using email, using online learning platforms like Zoom, and an introduction to a variety of online resources from government and health services to banking and library services.

Laptops are available to borrow for the 6-week term during class and to practice at home. 8 Participants.

In person program?

Due to ongoing restrictions of group activities, we are developing the program as an online course, but hope to deliver it in person.
If the program must be online, Niccka will work with each participant individually to get them set up and comfortable with the learning platform.

Timing

We want to speak to potential participants, to determine the best days and times to run the program. Ultimately it is about 30-36 hours of learning time during late March and April in Port Alice.

How can you help?

You are connected in your community and can recommend people who you think could benefit from the program.

You can help by:

- promoting the program to your clients when you see them.
- posting the program flyer and 1/4 page handouts at your location.
- posting the program flyer on your social media channels (friends or relatives of potential participants may see it!)
- ***Poster PDF, ¼ page handouts, and poster jpg for social media attached.***

Ideal candidates for the CONNECT4WORK program are:

- unemployed OR Underemployed (working part-time or in a job at a low pay rate).
- actively looking for work.
- little or no computer experience
- commitment to complete the 6-week program (possibly 3-hour classes, twice a week, for 6 weeks)

Nickka will also hold an information session in each community in February to reach potential participants. This may be through one on one appointments. We are open to ideas on how to navigate an info session.

Be a guest teacher!

We will also be looking for guest teachers to talk about your organization's online resources (15-40 minutes). Please let us know as soon as possible if you would like to be a guest teacher!

For the Village of Port Alice, perhaps a tour of the website and Facebook page, especially where jobs are posted.

Donate classroom space (Larry Pepper Room in Community Centre)

Assuming we can hold live classes in late March and April, can the Village donate - or discount - use of the Larry Pepper Room, times to be determined. In the event that full classes cannot be held in person, we would like to use the space (or a space?) for Nickka to meet individually with participants to set them up initially and with check-ins later on.

Rumble Sheet Ad

I'd like to reserve a page in the March Rumble Sheet for a Connect4Work ad.

Questions?

Please contact Nickka or myself with any questions or ideas to contribute to the program.

niccka@hotmail.com

Are all the jobs online and out of reach?

Is a lack of computer skills holding you back?

Do you want to access government services online?

Do you want to learn to job search in the modern way?

Do you need basic computer skills and don't know where to turn?

Looking for work?

CONNECT 4WORK

Intro to computers for job seekers

CONNECT4WORK: Introduction to computers for job seekers is a FREE program that shows you how to use technology to:

- look for work
- access online government, health and other services
- pursue continuing education
- connect to family and community

Classes in Port Alice & Port Hardy this Spring!

We will work with you to establish the best days and times for classes and we're looking at ways to navigate learning safely during the pandemic.

Not sure if this is for you? Give us a call!
Nickka Hutton, Program Facilitator: 250-956-2878
or email connect4work@hotmail.com

MOUNT WADDINGTON FAMILY LITERACY SOCIETY

Funding awarded to upgrade job seekers' digital skills

Port McNeill – December 16, 2020:

The Mount Waddington Family Literacy Society is excited to announce it has received funding to test a new program to help people in North Vancouver Island communities develop digital skills that can help them find new employment.

The Connect4Work program, scheduled for Spring 2021 in Port Alice and Port Hardy, is aimed at workers who have lost their job in the past five years due to their workplace closing or moving, their job or shift was cut, natural disasters or Covid-19.

The funding is part of a national research project lead by Decoda Literacy Solutions, BC's provincial literacy organization, to identify gaps in workers' literacy and essential skills and to provide supports that could lead to new employment opportunities.

"In our local discussions, surveys and interviews we heard a real need for people to improve their digital literacy," says Trish Weatherall, project lead for MWFLS. "Without basic computer skills, many job seekers are missing out on opportunities for jobs that are posted on Facebook or on websites. Also, many companies today have an online application process or at least expect a resume to be emailed to them. And once people are more comfortable using technology, they may feel more confident in their ability to take other courses that could lead to a new career."

Connect4Work is a free program to introduce workers to using technology to look for work, access online government, health and other services, pursue continuing education and develop job skills. The 6-week course will cover basics from turning on a device, to internet searches and safety, creating basic documents, social media, and using online services.

Employment and Social Development Canada (ESDC) is supporting projects in 11 communities across Canada in 2021. Promising practices will be tested and evaluated for potential use across the country.

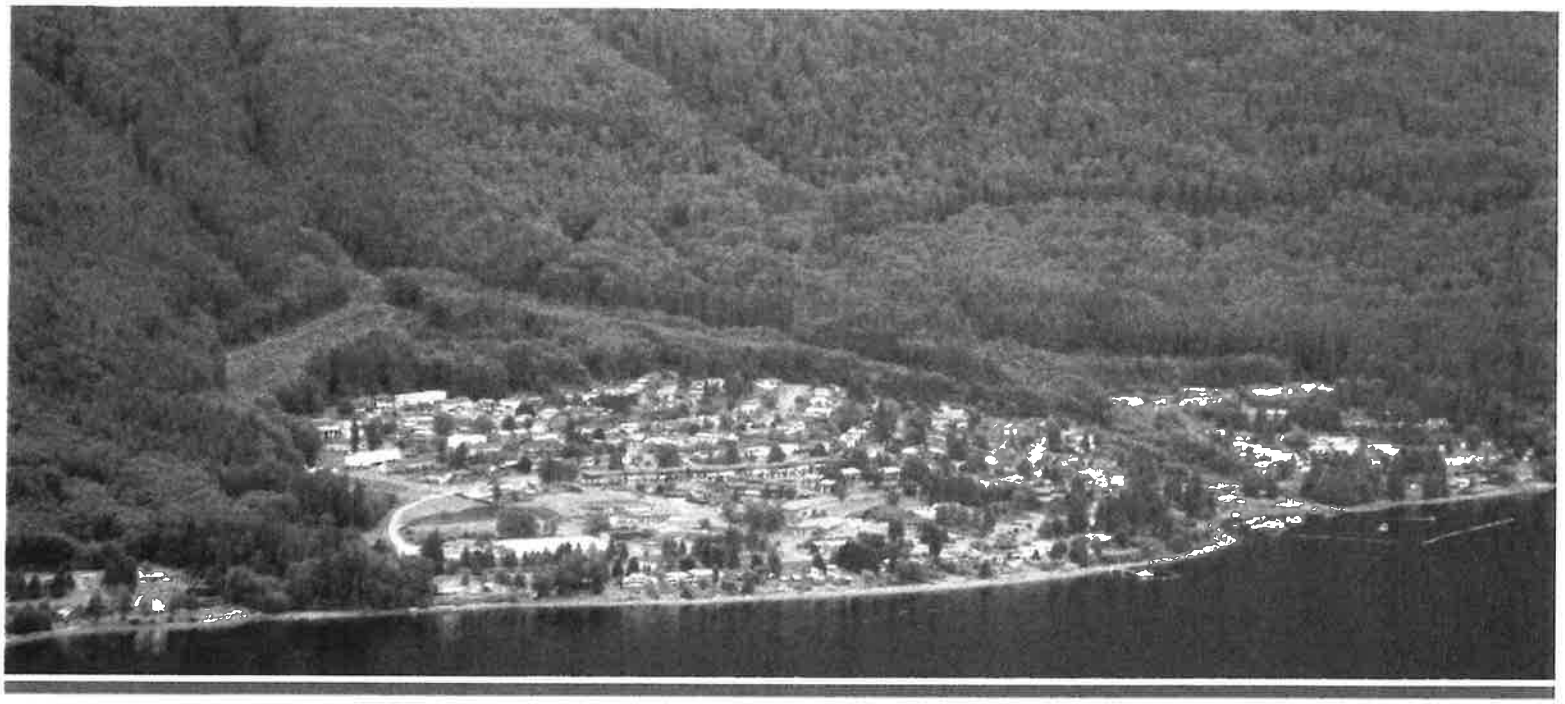
MWFLS works with local communities, schools and organizations to support literacy and learning in the Region of Mount Waddington on North Vancouver Island.

Decoda Literacy Solutions provides resources, training and funds to support community-based literacy programs and initiatives in over 400 communities across BC.

Contact:
Mount Waddington Family Literacy Society
Trish Weatherall
trishliteracynow@gmail.com (mailto:trishliteracynow@gmail.com)

McElhanney

BEST MANAGED COMPANIES CANADA



SANITARY SEWER REPLACEMENT PLANNING REPORT

February 12, 2021 | Final Report

Submitted to: Village of Port Alice
Prepared by McElhanney

Contact
Mark DeGagne
Project Manager
250-287-7799
mdegagne@mcelhanney.com

Address
1196 Dogwood Street,
Campbell River, BC,
V9W 3A2

Our file: 2221-49288-00

Your Challenge.
Our Passion.

Our File: 2221-49288-00

February 12, 2021
Village of Port Alice
1061 Marine Drive
Port Alice, BC, V0N 2N0

Attention: Bonnie Danyk, CAO / CFO

SANITARY SEWER REPLACEMENT PLANNING REPORT

Please find enclosed a digital copy of the final sanitary sewer replacement planning report, which is intended to be a guiding document for the current sanitary sewer asset condition and assessment report, with recommendations for required and future maintenance. The report includes the most recent comments from the Village staff, and we trust that the submission of the report concludes our engagement with you for this contract.

We are always available to consult on the report content and assist the Village with moving forward on the recommendations, whether that is assistance with seeking government grant funding or project implementation. Please contact the undersigned should you need further assistance.

Sincerely,
McElhanney Ltd.

Mark DeGagné, PEng., Branch Manager / Senior Municipal Engineer
mdegagne@mcelhanney.com | 250-287-7799

Contents

1. INTRODUCTION

1.1. INTENT OF REPORT

McElhanney has completed a review and assessment of the Village of Port Alice's sanitary sewer collection system, with the intent of identifying areas of needed repairs and/or upgrades and to quantify the estimated costs to repair/replace those deficient areas. The study area focused on the main townsite area from Copper Coast to the south and the Industrial area in the north as shown on Figure 1 below.

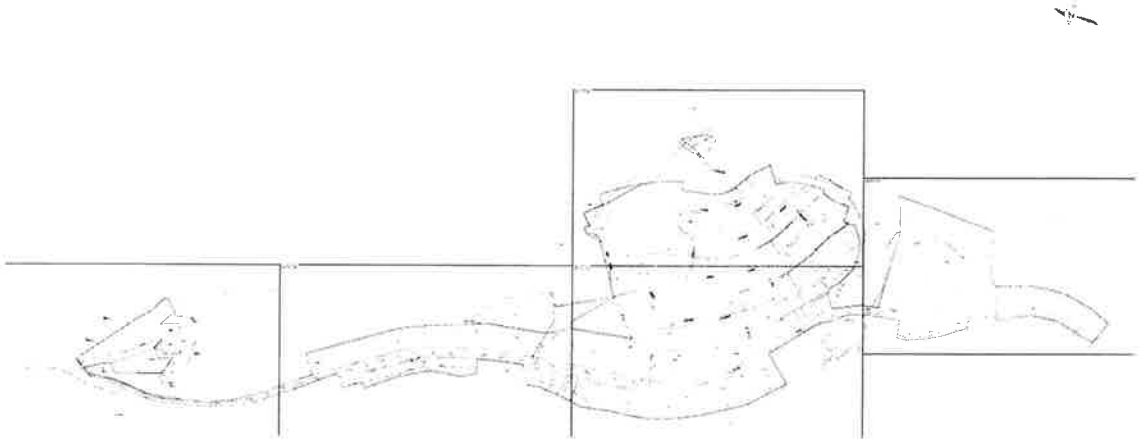


Figure 1: Study Area

The report summarizes the assessment undertaken, which includes a review of the existing sewer system inventory, excluding the Village's sewer treatment plant. Focussing on the collection system, the report provides a summary of the assessed inventory and condition of the sewer (Sections 2.0 and 3.0), which is followed by an analysis the risks in the system. The report concludes with a recommended implementation strategy and a summary of costs for work to be completed to investigate, repair and upgrade the system.

1.2. VILLAGE HISTORY

Port Alice, (Port Alice is located) within the Quatsino First Nations territories of the Huyaḽas (Hoyalas) and Ǧusgimukw (Koskimo) within Quatsino Sound., has a resource-based economy that is primarily sustained by the forestry sector. Following its establishment in the late 1917, the settlement incorporated into the Village of Port Alice on June 16, 1965, before reaching a peak population of 1668 in year 1981. According to Statistics Canada, the population of the Village of Port Alice has since declined to an estimated 664 (2016). **Figure 2** provides a summary of the Village's population between 1966 and 2011. the Village of Port Alice experienced most of its growth in the 1930s, a significant portion of the sanitary sewer infrastructure being constructed in the 1960s. Therefore, the average age of the system is about 60 years old and it is starting to near the end of its functional lifespan.

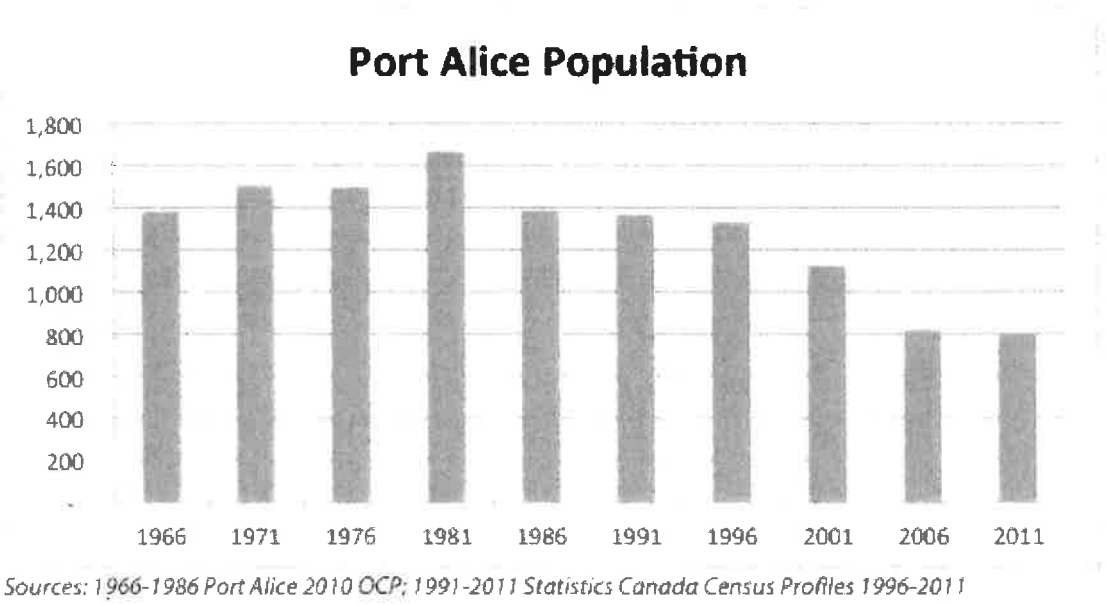


Figure 2: Port Alice Population (Source - Port Alice OCP)

Reference materials for the sanitary sewer assessments include:

- Record Drawings and Reports;
- CCTV pipeline inspections and reports completed by Coast TV Pipeline and Inspection Ltd. in January 2002;
- MMCD Design Guidelines for Sanitary Sewers (2014);Lift station and sewerage pump information provided by the Town's public works staff; and
- Sewerage treatment plant record information.

2. INVENTORY ASSESSMENT

2.1. GRAVITY SEWERS

The Village of Port Alice sanitary sewer collection system is comprised of various pipe materials and sizes. The record data provided shows that the vast majority of sewer mains within the Village are made of asbestos concrete (AC) pipe. **Table 1**, below, shows the inventory of gravity and forcemain sewer lengths by pipe size.

2.1.1. SEWER INVENTORY

The gravity sewer inventory was derived from existing computer linework that was constructed for the Village during previous inventory assessments and compilations. As there is insufficient pipe material data to cover the entire Village catchment, estimation of each type of sewer materials are not provided.

However, it is known that the gravity sewers in the Village area are mostly 150mm in diameter and are constructed out of asbestos concrete (AC). It is also known that the Village's forcemains are not constructed out of AC pipe and utilized more modern and less hazardous materials, such as PVC, HDPE and ductile iron.

Table 1: Composition of Sanitary Sewer Collection System by Pipe Size

Pipe Size	Total Length in Collection System
Gravity Sewer Lengths by Diameter	
100mm (4")	**251 m**
150mm (6")	**4207 m**
200mm (8")	**3169 m**
250mm (10")	**443 m**
300mm (12")	**299 m**
Forcemain Sewer Lengths by Diameter	
50mm (2")	**807 m**
100mm (4")	**356 m**
150mm (6")	**701 m**

The total gravity sewer pipe length in the Village is thereby estimated to be about 8.4 km and the total forcemain length is estimated to be about 1.8 km.

2.2. LIFT STATIONS AND FORCEMAINS

The Village is responsible for 5 sanitary lift stations. Currently there are no automatic backup generators or supervisory control and data acquisition (SCADA) systems on the pump systems. SCADA is a control system architecture comprising computers, networked data communications and graphical user interfaces for high-level process supervisory management that is often used in municipal infrastructure systems such as the monitoring and operation of sewerage lift stations.

2.2.1. LIFT STATION #1 (TV LAND)

Lift Station #1, commonly known as "TV Land", is the largest lift station that the Village operates. This station was constructed in 1995/6. The lift station is fitted with 2-10 HP Flygt pumps. The pumps discharge into a 150mm diameter ductile iron forcemain, approximately 410m long, which is tied directly into the Village's STP.

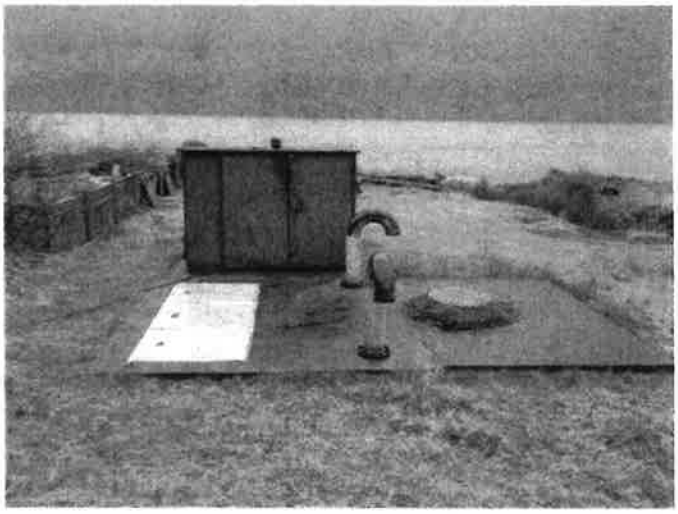


Figure 3: Lift Station #1

Lift Station #1 is a replacement for the original lift station (previously named pump station No.2). The original lift station at this location, which now has been decommissioned, was constructed in 1972 and was fitted with a separate wet well and pumping chambers. The current lift station is connected to the Village's original outfall as an emergency overflow.

2.2.2.LIFT STATION #2 (TRAILER PARK)

Lift station #2 services the south end of the Village, including the Alderwood Acres trailer park area. Alderwood Acres was previously directed to an onsite lift station; however, this lift station and it's corresponding forcemain have now been decommissioned and it are no longer in use. Lift Station #2 is fitted with 2-6 HP pumps connected to a 285m long, 100mm diameter, Class 150 PVC forcemain.

Figure 4: Lift Station #2

Based on anecdotal reports from the Village's public works staff, this station is subject to significant amounts of inflow and infiltration. This may be due to cross connections or poor condition pipe within the trailer park area.

2.2.3.LIFT STATION #3 (OUTFALL)

Lift station #3 (previously known as Lift Station #2) services sewerage from the north end of the Village and receives flows from the Industrial Way Lift Station. Constructed in 1995/6, Lift Station #3 is fitted with duplex pumping system and is fitted with an approximately 290m long, 150mm diameter PVC forcemain.

Figure 5: Lift Station #3

Based on anecdotal reports from the Village's public works staff, the mechanical equipment in this station is in poor condition with piping connections that are leaking and require repair. This results in decreased pumping performance and a waste of electrical energy more than what would normally be expected for this station. This station is likely due for some significant upgrades

2.2.4.INDUSTRIAL WAY LIFT STATION

The Industrial Way Lift Station located at the far north end of the Village has a small sewerage lift station to service the industrial area. The lift station is fitted with 2 Barnes SGVF2022 L Grinder pumps that are controlled via a control panel onsite. This sanitary Lift Station is still relatively new (constructed in 2005) and is in relatively good operating condition.

The Lift Station wet well was constructed from cast-in-place concrete and is reported to be in relatively good condition.

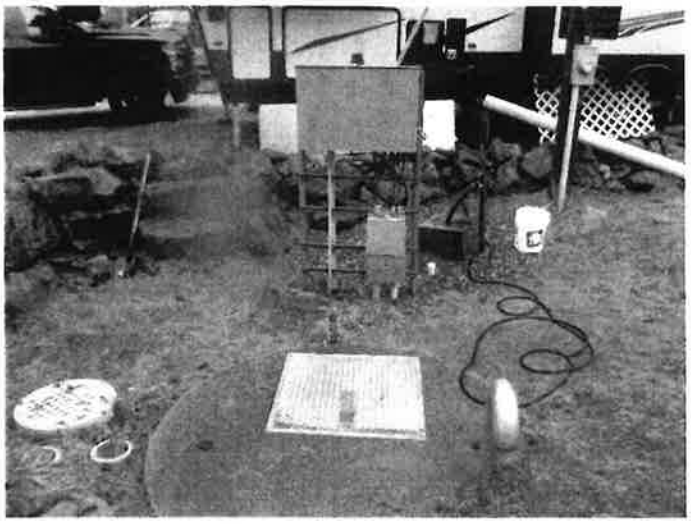


Figure 6: Industrial Lift Station

The Industrial Way Lift Station discharges into a 50 mm HDPE forcemain the runs south along the Highway (Marine Drive) and is about 808m in length. The effluent from this forcemain then discharges into a gravity sewer along Marine Drive which eventually discharges into the Outfall Lift Station.

2.2.5.COPPER COAST

The Copper Coast subdivision located at the south end of the Village also has a small pre-packaged sewage Lift Stations that is currently being operated and maintained by the Village. This lift station is fitted with 2 - 2 HP Omnivore Grinder pumps (LSG200-Series) that are control via a duplex pump controller. This sanitary Lift Station is still relatively new (constructed around 2010) and is in good operating condition.

Figure 7: Copper Coast Lift Station

The Copper Coast pumps into a forcemain, which travels north to the nearby gravity sewer system, which is apart of the Lift Station #2 catchment area. As the Copper Coast development is the furthest point south in the Villages sanitary catchment area, and a significant increase in density over the initial subdivision plan is not expected at any time in the future, the pre-package grinder pump lift station is suitable of the intended use and does not require any upgrades. With proper maintenance, this station should service the area for an extended period of time.

3. CONDITION ASSESSMENT

3.1. CCTV REPORTS

In 2002, the Village commissioned a CCTV study of part of their gravity sewer system. Although these reports are approximately 18 years old, they still provide useful insights to the general condition of the pipes in the Village area. All pipes contained within the CCTV study were comprised of AC material and were located in the Rumble Beach area. In total, approximately 1.1 kms of pipes were reviewed during the 2002 program. In general, the pipes inspected in 2002 show an ageing system in poor to fair condition, with specific comments provided in the following sections.

3.2. SYSTEM INFLOW AND INFILTRATION

Sewerage treatment plant outflow data for 2019 was provided by the Village of Port Alice with data for the observed output volumes and daily measured rainfall being recorded. The data showed a clear correlation between the wet season and total flow to and from the plant. The difference between the dry season flow and the wet season flow was then analyzed to derive the average Inflow and Infiltration (I&I) value for the Village.

3.2.1.Rainfall Statistics

There is a significant amount of rainfall in the Port Alice region. Being on the western side of Vancouver Island, long duration, low intensity storms are frequent particularly throughout the winter season. As it is known that there are significantly higher output volumes at the STP during the winter months, it is important to understand the rainfall frequency, intensity, and duration of rainfall events. To understand the expected rainfall in the area, 2 Environment and Climate Change Canada Short Duration Rainfall Intensity-Duration-Frequency (IDF) Data sets were analyzed. These are:

- Port Hardy Airport – BC – Station ID 1026270 – Revision date 2019/02/27
- Estevan Point – BC – Station ID 1032730 – Revision date 2019/02/27

Table 2: Nearby IDF Stations

Return Period (24 Hour Design Storm Event in mm)	2	5	10	25	50	100	Years of Data	Average Yearly Rainfall (mm)
Estevan Point	131	168	192	224	247	270	10	3174
Port Hardy Airport	80.7	101.7	115.6	133.2	146.2	159.1	29	1866

Based on Environment and Climate Change Canada's Climatic Normals for the Port Alice region, the Village receives 3399 mm of Rain on Average every year and even though Port Hardy is significantly closer geographically, the longitudinal correlation between Estevan Point and Port Alice plays a more significant role as proximity to the western front of Vancouver Island typically results in significantly more rainfall than the eastern front. Therefore, it is determined that the Estevan Point IDF curve more appropriately represents the rainfall at Port Alice.

This IDF curve was then compared against the rainfall data provided by the Village, which was limited to just the month of December in 2019, and the largest rainfall event recorded during this time was 60mm in 24 hr. This is significantly less that a 2-year return period storm for the area (80.7mm in 24 hours) and therefore the data provided by the Village can be utilized to determine infiltration rates during typical winter storm events.

3.2.2.STP Observations, Design Flow and I&I Estimates

In order to determine the overall system inflow and infiltration (I&I), observations from the Village's STP and dry weather flow estimates need to be considered. Total outflow and rainfall data from the 2019 dry and wet seasons were provided to McElhanney by the Village to aid in the quantification of total system I&I. In addition to the STP data, the Village's 2016 census data and overall sanitary catchment area was also evaluated. The census data is used to determine an estimated dry weather flow rate, meaning the flow that would be expected just from the active users on the system.

The difference between the observed daily flow volumes and the estimated daily flow volumes can then be classified as system I&I. I&I can be attributed to multiple factors such as cross connections (building roof and/or footing drains connected to sanitary sewer), leaky mains and services, as well as leaky fixtures inside dwellings. The I&I for various conditions can then be divided by the total sanitary catchment area to determine an average rate across the sewershed. These calculations and estimates are shown in **Table** 3 below.

Table 3: Sanitary Catchment Parameters

Parameter	Value
Sanitary Catchment Area	63 ha
Population	664
Daily Average Dry Weather Flow - Estimated	250 L/Cap/day
Estimated Daily Dry Weather Volume	166 Cu.M/day
Observed Daily Dry Weather Season Volume	282 Cu.M/day
Estimated Dry Weather I&I Rate	0.02 L/s/ha
Observed Average Daily Wet Weather Season Volume[1]	591 Cu.M/day
Observed Average Wet Weather I&I Rate	0.08 L/s/ha
Observed Maximum Daily Wet Weather Season Volume[2]	1199 Cu.M/day
Observed Maximum Wet Weather I&I Rate	0.19 L/s/ha

The estimated dry, average wet, and maximum wet weather I&I rates are then combined with the calculated rates from multiple other STP flow observations to derive an estimated rainfall depth to I&I relationship. This relationship is shown on **Figure 8.**

[1] The average daily wet weather I&I rate is based on the daily readings at the STP during the months of December 2019, January 2020 and February 2020.
[2] Maximum daily wet weather I&I rate based on largest daily reading at STP during the month of December 2019.

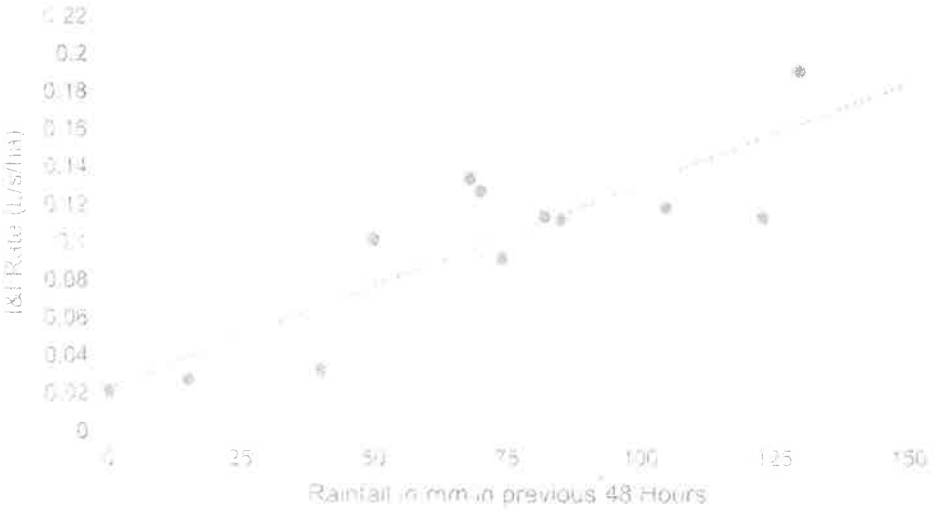


Figure 8: Rainfall to I&I Relationship

The correlation from this relationship can then be applied with respect to the rainfall statistics discussed in the previous section to determine an approximant outflow to rainfall relationship. The I&I rate is plotted against rainfall in the previous 48 hours to allow for the transmission of rainwater through the ground prior to infiltration into the system. It also allows for the assumption that during these rainfall events, that the ground has become fully saturated and the infiltration condition in the ground is at its highest potential. The greatest 48 hour rainfall event recorded in December 2019 was 130 mm. This depth reasonably represents the largest rainfall event on an average year and can therefore be utilized to determine the peak wet weather I&I (0.19 L/s/ha). Extrapolating the best fit liner trendline, as shown in **Figure 8,** also results in an I&I rate of 0.19 L/s/ha near 150mm of rainfall (in previous 48 hrs).

This is higher than the typical I&I values for municipal sewer systems, and this is attributed to the age and condition of the overall systems. This is also supported by the anecdotal and CCTV evidence provided. Where some municipalities have grown slowly over long periods of time, which creates a range of sewer ages and conditions, the Village's system was primarily constructed over 40 years ago. This also lends that the I&I across the system to be somewhat uniform. If specific catchment area I&I delineation is required, it is recommended to complete a flow monitoring program at the Village's sewerage pumping stations. It would also be expected that the condition of the sewers would deteriorate at a similar rate, thereby increasing the overall I&I over time. This is higher than the typical I&I values for municipal sewer systems, and this is attributed to the age and condition of the overall systems. This conclusion provides additional evidence that the sanitary sewer system as a whole is in poor condition and concurs with the findings of the 2002 CCTV reports. This is also supported by the anecdotal evidence provided by Village Public Works staff.

4. RISK ANALYSIS

4.1. SYSTEM DEFICIENCIES

The record drawings for the system were compiled and updated to known current conditions. The drawing set, appended herewith, highlights the known pipe deficiencies in the sewer shed, which is based on the CCTV videos and reports provided, observations of which are supported by staff observations. These reports did not cover the whole Village sewer network, however, similar conditions can be expected throughout the catchment.

4.2. NUISANCE AREAS

Based on discussion with the Village Staff there are multiple nuisance areas across the sewershed. Nuisance areas are zones in which public works staff have noted operational issues such as:

- Flushing required to alleviate plugged sewers;
- Excessive I&I;
- Excessive grease build-up; and
- Odour issues.

These conditions can occur for multiple reasons which may include:

- Insufficient sewer capacity;
- Localized pipe settlement, which creates sags;
- Poorly graded sewers;
- Age and material of sewers and manholes;
- Cross connections of roof leaders; and
- Commercial Areas, with higher discharges of greasy sewage.

Known nuisance areas include the following:

- Maquinna Ave. to the north of Taylor Way
- Maquinna Terrace
- The Outfall Lift Station (Station #3)
- TV Land Lift Stations (Station #1)

5. CAPITAL PLANNING AND IMPLEMENTATION PLAN

5.1. CAPITAL PLANNING

To facilitate an orderly and systematic program to address the known and unknown issues with the sewer system, the Village will need to appropriate funds within their capital planning process. Given limited financial resources with a decreasing population, the following plan should be completed in stages, subject to available funds from normal revenues, or provided through the application and receipt of government grants.

5.2. IMPLEMENTATION PLAN

The recommended implementation plan follows a simple premise. Investigate, identify, repair where possible, replace as needed.

- Investigate through smoke and/or dye testing and CCTV inspections
- Repair sewer mains with less invasive and more cost-efficient processes like trenchless pipe repair (TPR) and chemical grouting
- Replace existing sewer lines with new pipe systems where necessary due to the complete failure of a pipe segments.

5.2.1. Smoke and Dye Testing

Smoke and/or dye testing of sanitary sewers helps identify possible service cross connections and leaky inspection chambers and services. Smoke test can identify locations of significant inflow in areas that cannot be captured by CCTV (as will be discussed in the next section).

Smoke and/or dye testing is a relatively simple and non-destructive process that consists of blowing smoke mixed with large volumes of air into the sanitary sewer line, typically generated through the manhole. The smoke travels the path of least resistance and quickly shows up at sites that allow surface water inflow. Smoke will identify broken manholes, illegal connections including roof leaders and footing drains, sump pumps and yard drains, uncapped lines. Smoke testing can even show cracked mains and laterals, providing there is a passageway for the smoke to travel to the surface.

Smoke testing can cause some public anxiousness, as smoke can sometimes be seen around private dwellings when storm leaders are connected to the sewer system. However, the smoke used in the testing process is non-toxic, safe and a low-cost option to identify system deficiencies. An example of smoke testing is shown in **Figure 9**.

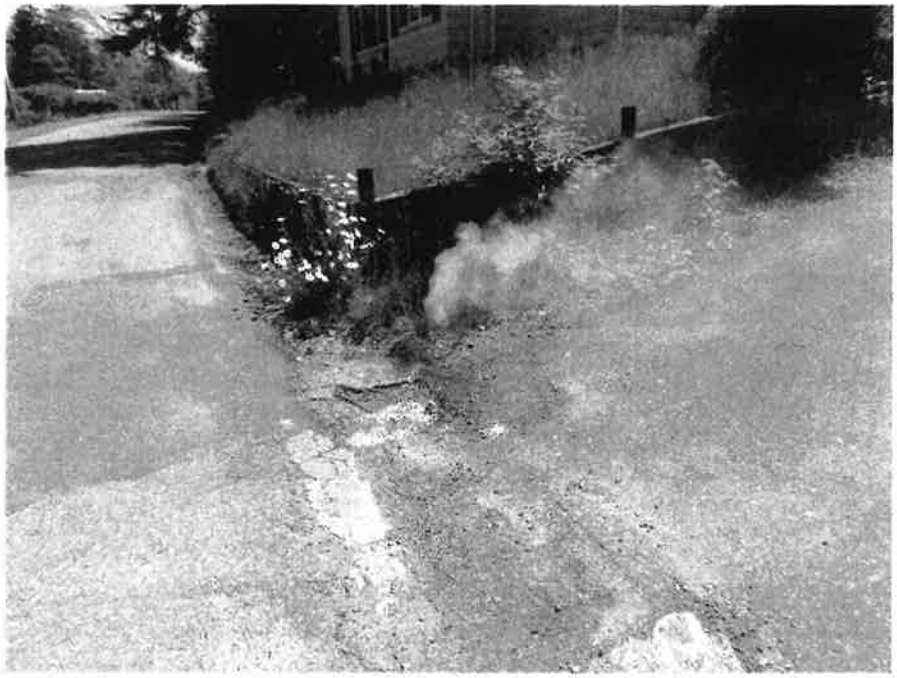


Figure 9: Smoke from Sanitary Service Cleanout

Alternatively, sewer flows can be investigated using special dyes introduced at suspected source locations. Dye testing usually follows smoke testing where confirmation of sources needs to be made for certainty of where the I&I may be originating from.

5.2.2.CCTV

Closed-circuit television (CCTV) inspection of sanitary sewers is an effective way to identify system deficiencies and locations of building services. CCTV investigations are typically limited to the mainline sewers and manholes; however, service lateral inspections can be completed with specialized equipment. CCTV companies are required to be certified by a governing body and there is a standardized reporting system that is in place across the industry. CCTV inspections can be completed at the same time as smoke tests and the parallel testing procedures ensure a comprehensive investigation into the present condition of the system, leading to a prioritization of repairs beyond what can be accomplished within the scope of this desk top study. It is important that effort is made to access backyard sewers during the CCTV inspection process to ensure the completeness of the review.

Figure 10: Typical CCTV Deficiency Recording from another Municipality

CCTV operations are typically limited to gravity sewers as there are no easily assessable points on forcemains. CCTV of sanitary sewers are effective and cost options that provide detailed reports that allow for effective decision making. Deficiencies can be designated for removal and replacement or can be noted as a possible trenchless repair option.

5.2.3. Trenchless Repairs

There are multiple different types of trenchless pipe repairs. Features that all these types of trenchless repairs have in common is that the existing operation of the sewer system can be maintained, either by flow through technology or by temporary bypass pumping. The intent of all trenchless repairs is to be less intrusive than the open cut equivalent options as typically is significantly less expensive than pipe replacement. Trenchless repairs to typically reduced the overall flow capacity of the sewers that require the repairs, however, based on the Village's current population and growth trench, slight reductions in current sewer capacities should not affect the system operation. However, these repairs could involve significant input from public works as a large percentage of the sewers are in the rear yard easements of private dwellings. They can also be limited based on the type of deficiency as trenchless repairs are not typically good solutions for pipe sags or major failure (pipe collapse) areas. Details of the various methods are described in the following sections.

5.2.3.1. Joint Grouting

Chemical grouting of sewer mains is an effective way to control groundwater infiltration to the sewer system. The process involves pressure testing joints along the sewer main and inserting a chemical grouting mixture at the joints that fail. These mixtures are required to set very rapidly (within seconds) and can be completed in a completely saturated soil/pipe condition. Specialized equipment is also available if pressures testing and grouting of service laterals is required. The air pressure test is completed by inflating 2 rubber bladders on the opposite sides of a joint and then pumping air in between these bladders. The joint is required to hold this pressure, and if it cannot, it would indicate that the joint is not watertight and therefore requires chemical grouting. An illustration of this apparatus is shown in **Figure 11** below.

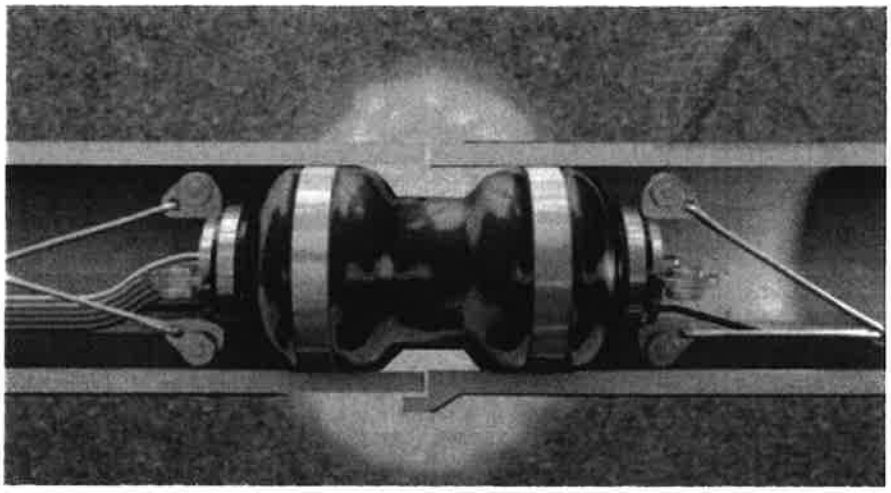


Figure 11: Typical Chemical Grouting Cross Section

5.2.3.2. Trenchless Point Repair (TPR)

TPRs are localized structural repairs on short sections of pipe. TPRs are useful if the remainder of the gravity sewer in the segment is not structurally comprised. TPRs can be completed at a variety of lengths and diameters and can also cover existing services (which are then reinstated after the repair has fully cured). TPR repairs can be completed in conjunction with chemical grouting repairs to improve the overall I&I. Figure 12 below shows a recent TPR completed within the Village of Tahsis. As can be seen, the TRP creates a smooth transition, but does slightly decrease the inside diameter of the host pipe.

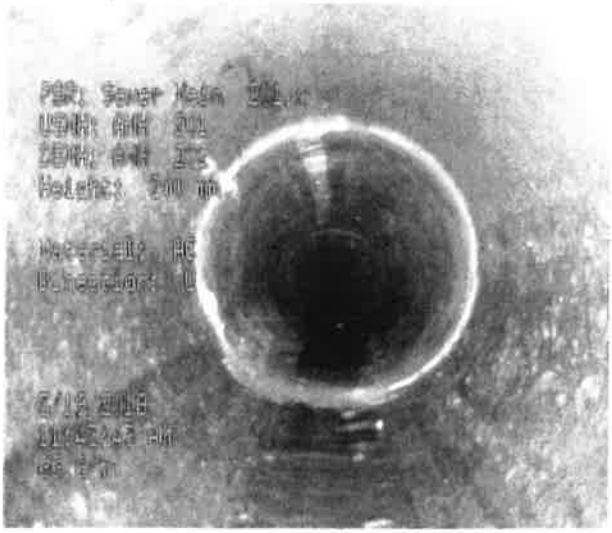


Figure 12: Typical TPR inside AC Pipe

5.2.3.3. Cast in Place Pipe (CIPP)

A cured-in-place pipe (CIPP) is a trenchless rehabilitation method used to repair existing pipelines. It is a jointless, seamless pipe lining within an existing pipe. A CIPP is similar to a TPR, except is typically is placed throughout the entire length of a gravity sewer segment (from manhole to manhole). CIPP are

typically used in areas where the structural integrity of the existing pipe is failing and can be completed in conjunction with chemical grouting repairs to improve the overall I&I.

The process of CIPP involves inserting and running an epoxy impregnated geotextile lining into a pre-existing pipe that is the subject of repair. Resin within the liner is then exposed to a curing element to make it attach to the inner walls of the pipe. Once fully cured, the lining now acts as a new pipeline. The liners are typically cured using hot water or stream; however, these processes can sometimes produce short term odour disturbances considered a nuisance by the public. The odours are not a health and safety risk but can cause some unrest with the public. Some processes utilize UV light to cure the liner when fiberglass liners are being installed. Selection of the type of CIPP process may be dictated by contractor availability as qualified contractor's usually need to come from the lower mainland.

5.2.4. Removal and Replacement

The removal and replacement of sanitary sewers is the costliest option for rectifying sewer deficiencies. This is typically completed using the standard open trench construction practices, that is utilized for the installation of new sewer systems. The process is destructive, but more familiar as it is not as specialized as the trenchless repairs, and therefore more contractors are available to complete this work. The availability of contractors can become a factor if scheduling becomes a significant issue for the Village.

As most of the gravity sewer system is comprised of asbestos concrete (AC) pipe, any removal work of the AC pipe would need to follow the proper work safe and disposal procedures. It is recommended that any newly installed sanitary gravity sewers by a minimum 200mm (8") in diameter. This is the standard minimum sewer size and provides the most flexibility for future repairs or inspections.

6. COST ESTIMATES

Capital Costs of recommended upgrades were estimated based on a unit price per meter for the specified repair or replacement method. In consideration of sewer replacement, the following items as reincluded in

- Mobilization and demobilization;
- Excavation and trenching;
- Purchasing and installation of materials;
- Backfilling and compaction; and
- Surface restoration.

Details of the Class D cost estimates are provided in Appendix A and include contingencies in accordance with this level of estimate and assessment. The cost estimates assume that all manholes in a designated upgrade area are required to be replaced in addition to the pipe capacity upgrades. Services connections were also taken into consideration for the cost estimates. Due to the uncertain nature of the underground sanitary sewer network and other associated municipal infrastructure (i.e. storm and water lines), these estimates may vary significantly from the actual required costs. In addition to the system upgrades required, a cost estimate for the provision of a CCTV and smoke testing inspection program is also included. Further analysis should be completed to refine the estimates prior to construction. Based on anecdotal evidence from Public Works staff, Lift Station #3 requires significant mechanical repairs and would require significant effort to repair. Automatic diesel-powered generating systems were allowed for in the cost estimate for all 3 of the Village's main lift stations. **Table 4** below summarizes the estimated costs for each upgrade.

Table 4: Cost Estimate Summary – Assuming Trenchless Technologies Can be Utilized for the Majority of Current Sewer Issues

Parameter	Value
Smoke Testing And CCTV Inspection	$129,000
Trenchless Point Repair and Grouting	$1,032,000
Removal and Replacement (25% of all pipes assumed to be removed)	$1,795,250
Lift Station #1	$60,000
Lift Station #2	$50,000
Lift Station #3	$150,000
Total	$3,216,250

Table 5: Cost Estimate Summary - Assuming Removal and Replacement of All Existing AC Pipe

Parameter	Value
Removal and Replacement	$7,181,000
Lift Station #1	$60,000
Lift Station #2	$50,000
Lift Station #3	$150,000
Total	$7,441,000

As part of an annual investment strategy an expenditure per year outlook has also been provided. For the purpose of this report, year 1 is labeled as 2021 and a 40-year outlook is provided. Shown on **Figure 13,** the annual expenditure can be expected to vary greatly over time with an annual average expenditure of approximately $170,000. Although this average expenditure appears to be quite high, it does include the major rehabilitation works and replacement works that are expected to be identified if a full CCTV program is completed in year 1. A list of assumptions for the yearly cost estimates are as follows:

- Year 1 (2021) - CCTV Program and Upgrades to LS #3;
- Years 2-5 (2022-2025) – Pipe replacement and rehabilitation programs averaged over 4 years. The total value of this work is based on 25% of the sewers being removed and replaced as per Table 5 and 75% of the sewers being rehabilitated as per Table 4.;
- Year 5 (2025) – Upgrades to LS #1 and #2;
- Years 6-15 (2026 – 2035) – General Allowance for repairs;
- Year 15 (2035) – Upgrades to LS #3 (assuming pump replacement for each lift station for every 15 years); and
- A repeating pattern after 2035.

It can be expected that the actual expenditure would vary greatly from this estimate as repairs and upgrades will depend significantly on additional sources of funding such as provincial and federal grant applications.

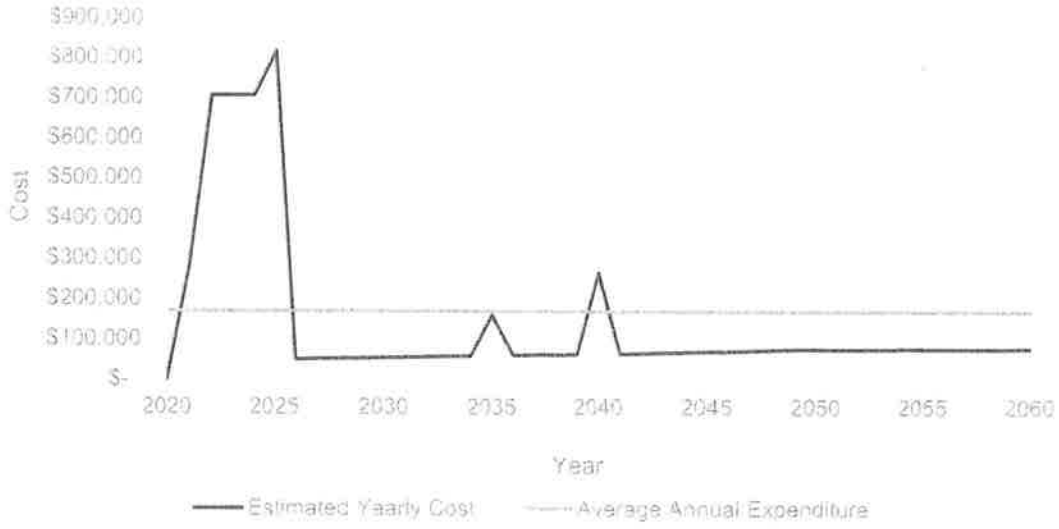


Figure 13: Yearly Cost Estimates

7. CONCLUSIONS AND RECOMMENDATIONS

1. A CCTV and smoke testing program should be implemented by the Village to fully assess the condition of the sewer collection system, including the determination of where higher Inflow and Infiltration (I&I) problems may exist. A budget of $129,000 is suggested to implement the program.

2. The results from the CCTV inspection program can then be used to develop a phased trenchless point repair program. Trenchless repairs have many benefits including cost, repair time and lack of disruption, however, could involve significant input from public works as a large percentage of the sewers are in the rear yard of private dwellings. Trenchless repairs can also slightly decrease the inside diameter of a sewer, decreasing existing capacity, so respect to demands needs to be considered when selecting possible repairs. Possible trenchless repair opportunities include:

    - Chemical Grouting of mainline joints and services;
    - Point repairs in areas of structural failures;
    - Cured In-Place Pipe (CIPP) for complete relining of sewers; and
    - Pipe bursting.

3. The implementation plan, as outlined in Section 5, should be followed as a general guideline, and used as a tool to help determine future upgrades. Anecdotal evidence from Village staff when considering which upgrades are appropriate and when those upgrades should be undertaken.

4. Based on the review of available information the Village should be budgeting for Trenchless Repair Program ($500,000) and some sewer renewal of ($1,000,000), after confirming the state of the sewer system with new CCTV and smoke testing assessments.

5. In review of the lift station data, photos and inspections completed for this project, the Village should budget approximately $260,000 for the necessary improvements to LS #1, LS #2 and LS #3 to bring the mechanical infrastructure up to date.

6. Any new pipes being constructed within the Village should be at least 200mm in diameter, except in cul-de-sacs where no future upstream connections will occur, in which case 150mm diameter mains are acceptable. All new sewer main construction should follow the most recent edition of the MMCD standards.

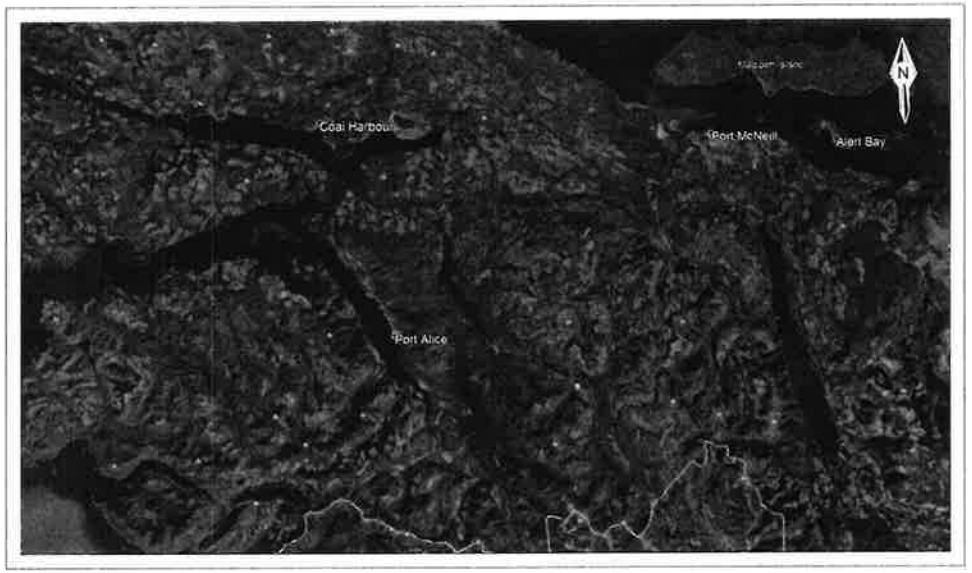
7. Upgrades should be completed on a priority basis with the failed pipes being rectified first followed by those of imminent failure to those that are of lessor concern.

MAPS

CLIENT: # VILLAGE OF PORT ALICE

DESCRIPTION: ## SANITARY SEWER ASSESSMENT COMPOSITE PLANS

McElhanney Project No.: 2221-49288



PROJECT LOCATION

RECORD DRAWING
FEBRUARY 11, 2021

DRAWING INDEX

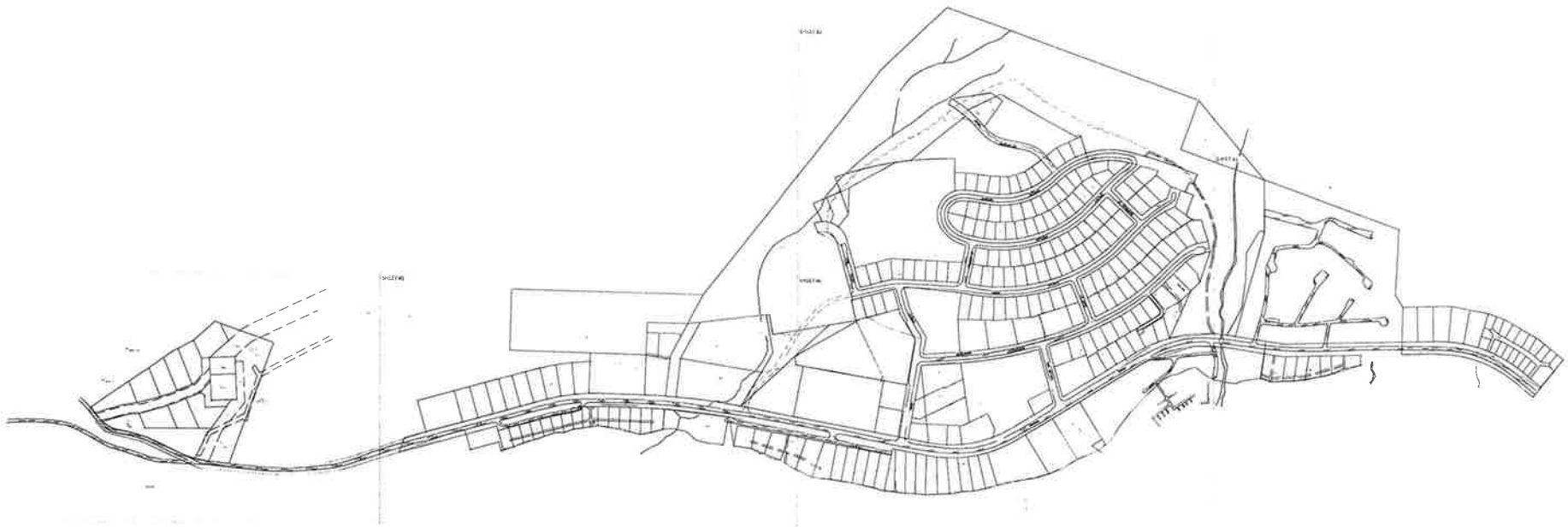
No.	LOCATION/DESCRIPTION	REVISION
C 100	KEY PLAN	
C 101	MATSQUI AND NUPERT ADVENTURES	
C 102	COPPER COAST AND LS #2	
C 103	[illegible]	
C 104	[illegible]	
C 105	[illegible]	

PROJECT
[illegible]

McElhanney

1196 Dogwood Street
Campbell River BC
Canada V9W 3A2
T 250 287 7799

FOR INFORMATION ONLY



FOR INFORMATION ONLY

SCALE 1:4000

0 50 100 200 300 400m

(ALL DIMENSIONS ARE IN METRES)

McElhanney

PRELIMINARY NOT FOR CONSTRUCTION

VILLAGE OF PORT ALICE

KEY PLAN

SANITARY SEWER ASSESSMENT COMPOSITE PLANS

PORT ALICE, BC

C-100

2221-49309

0

1

FOR INFORMATION ONLY

McElhanney

PRELIMINARY NOT FOR CONSTRUCTION

VILLAGE OF PORT ALICE

MATSQUI AND RUPERT ADVENTURES

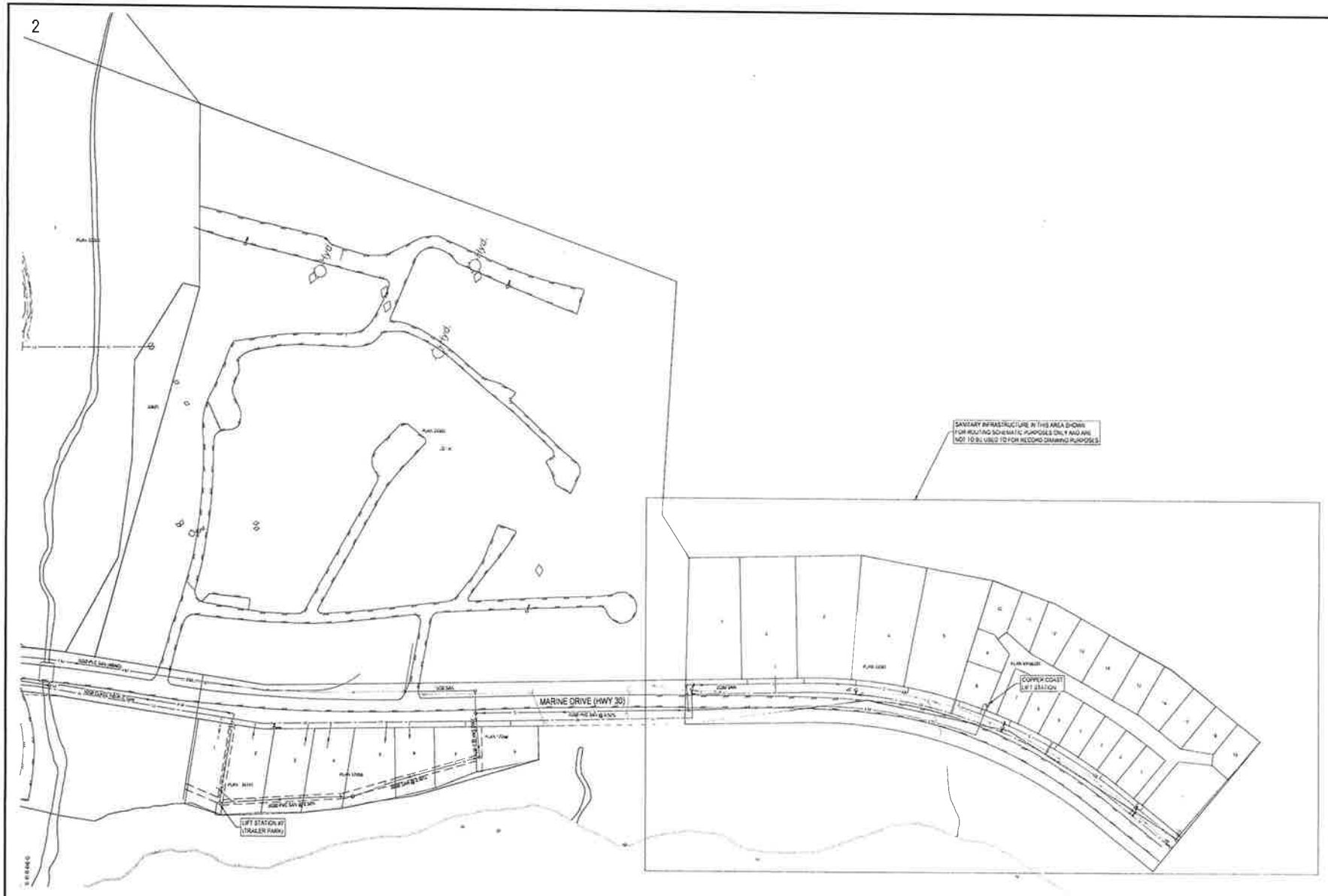
SANITARY SEWER ASSESSMENT COMPOSITE PLANS

C-101

2221-49299

0

2



FOR INFORMATION ONLY

SCALE : 1:1000

McElhanney

PRELIMINARY NOT FOR CONSTRUCTION

VILLAGE OF PORT ALICE

COPPER COAST AND LS #2

SANITARY SEWER ASSESSMENT COMPOSITE PLANS

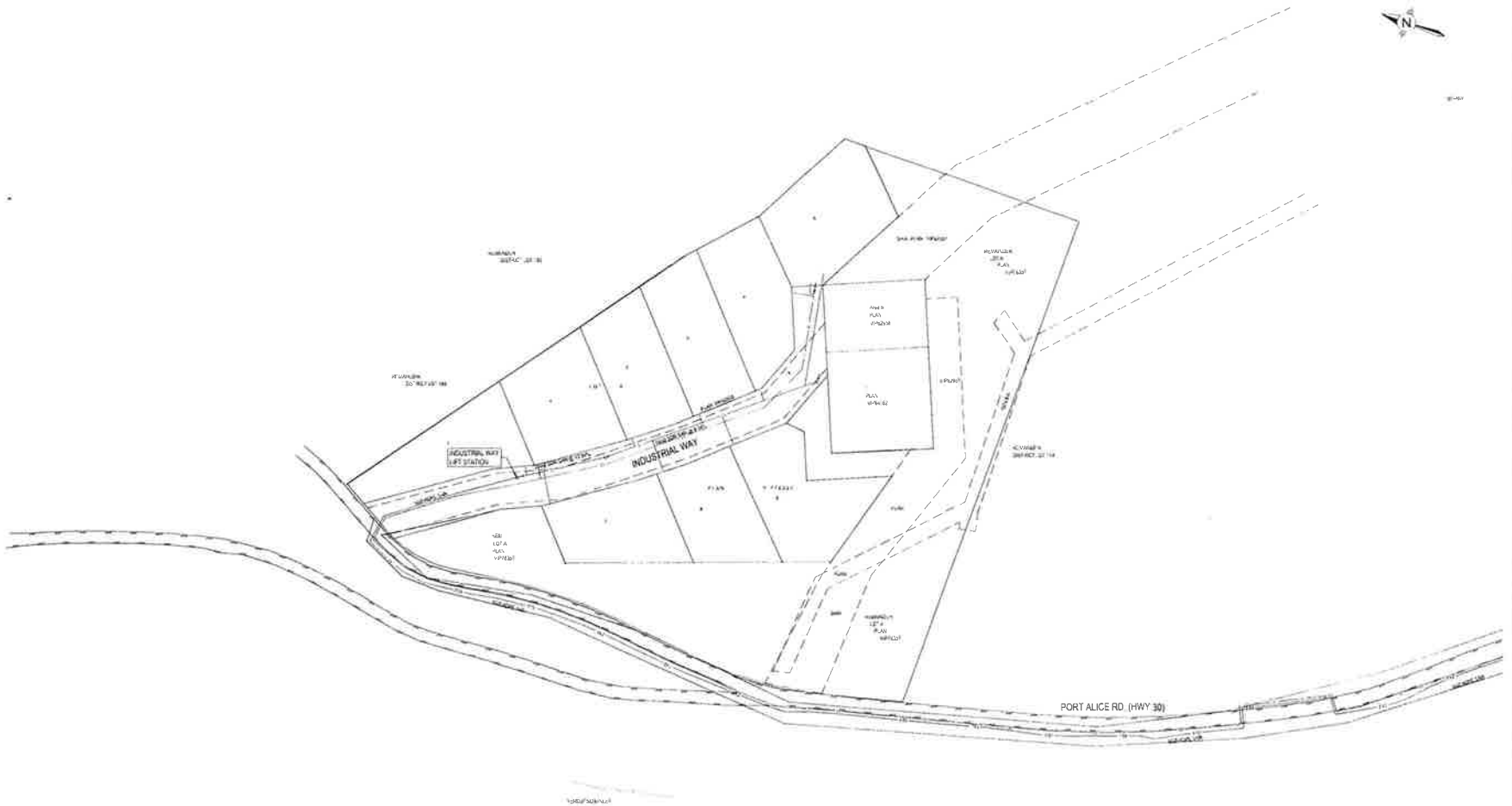
PORT ALICE, BC

C-102

2221-49288

0

3



SCALE 1:1000

FOR INFORMATION ONLY

McElhanney

PRELIMINARY NOT FOR CONSTRUCTION

VILLAGE OF PORT ALICE

INDUSTRIAL WAY

SANITARY SEWER ASSESSMENT COMPOSITE PLANS

PORT ALICE, BC

C-103

2021-#9299

0

FOR INFORMATION ONLY

SCALE : 1:1000

McElhanney
1195 Dogwood Street
Campbell River BC
Canada V9W 3A2
T 250 287 7793

PRELIMINARY
NOT FOR
CONSTRUCTION

VILLAGE OF PORT ALICE

LS #3

SANITARY SEWER ASSESSMENT COMPOSITE PLANS
PORT ALICE, BC

C-104

2221-45284

0

5

FOR INFORMATION ONLY

McElhanney

PRELIMINARY NOT FOR CONSTRUCTION

VILLAGE OF PORT ALICE

LS #1

SANITARY SEWER ASSESSMENT COMPOSITE PLANS

C-105

2221-49788

0

APPENDIX A – CLASS D COST ESTIMATES

McElhanney

Date: February 12, 2021

Project No: 2221-49288-00

Village of Port Alice
Class D Construction Cost Estimate
Sanitary Sewer Investigation, Repair and Replacement

	Quantity	Unit	Unit Cost	Estimate
1-Smoke Testing and CCTV Inspection				
Mobilization and Demobilization	1	LS	$ 10,000	$ 10,000
Smoke Testing	8369	LM	$ 5	$ 41,845
CCTV Inspection	8369	LM	$ 5	$ 41,845
Manhole	150	EA	$ 100	$ 15,000
Concluding Report and Repair Implementation Plan	1	LS	$ 20,000	$ 20,000
			Subtotal	$ 129,000
2-Trenchless Point Repair and Grout Testing				
Mobilization and Demobilization	1	LS	$ 20,000	$ 20,000
Pre Inspection CCTV (All Sewers)	8369	LM	$ 5	$ 41,845
Cleaning of Sewers	8369	LM	$ 5	$ 41,845
Air Test	2092	EA	$ 65	$ 135,996
Grout	2092	EA	$ 15	$ 31,384
Trenchless Point Repair	159	EA	$ 4,000	$ 635,278
Residual Grout Removal	8369	LM	$ 5	$ 41,845
Post Installation Cleaning	8369	LM	$ 5	$ 41,845
Post Installation CCTV	8369	LM	$ 5	$ 41,845
			Subtotal	$ 1,032,000
3-Removal and Replacement of Sanitary Sewers				
Mobilization and Demobilization	1	LS	$ 50,000	$ 50,000
Removal of Existing AC Sewers (Including Asbestos Disposal)	7627	LM	$ 200	$ 1,525,400
Pipe Reinstatement (200mm PVC Assumed) Including Surface Restoration	7627	LM	$ 600	$ 4,576,200
Manhole	150	EA	$ 5,000	$ 750,000
Service Reinstatement	559	EA	$ 500	$ 279,500
			Subtotal	$ 7,181,000
			Subtotal 1+2+25% of 3	$ 2,956,250
			Allowance for Inflation (10%)	$ 296,000
			Eng., Legal, and Admin Allowance (30%)	$ 887,000
			Total 1+2a	**$ 4,139,250**
			Subtotal 3	$ 7,181,000
			Allowance for Inflation (10%)	$ 718,000
			Eng., Legal, and Admin Allowance (30%)	$ 2,154,000
			Total 1+2b	**$ 10,053,000**

McElhanney

Date: February 12, 2021

Project No: 2221-49288-00

Village of Port Alice
Class D Construction Cost Estimate
Lift Station Upgrades

	Quantity	Unit	Unit Cost	Estimate
Lift Station #1				
Backup Generator including Contol Panel Upgrades	1	LS	$ 60,000	$ 60,000
			Subtotal	$ 60,000
Lift Station #2				
Backup Generator including Contol Panel Upgrades	1	LS	$ 50,000	$ 50,000
			Subtotal	$ 50,000
Lift Station #3				
Backup Generator including Contol Panel Upgrades	1	LS	$ 50,000	$ 50,000
Mechanical Upgrades including Bypass Pumping	1	LS	$ 100,000	$ 100,000
			Subtotal	$ 150,000
			Subtotal	$ 260,000
			Allowance for Inflation (10%)	$ 26,000
			Eng., Legal, and Admin Allowance (30%)	$ 78,000
			Total	**$ 364,000**

Contact
Mark DeGagne
250 287 7799
mdehart@mcelhanney.com

McElhanney

CANADA BEST MANAGED COMPANIES

VILLAGE OF PORT ALICE
ACCOUNTS PAYABLE LISTING FOR JANUARY 2021

Total Payment of Accounts:	$84,687.24
Wages Payable:	$30,582.96
Total Accounts Payable Listing	**$115,270.20**

If you have any questions regarding the cheques on this month's Accounts Payable Listing, please ask me.

Respectfully submitted

Bonnie Dahyk
CAO / CFP

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
047059	001	05/01/2021	F-004	FOX'S DISPOSAL SER	32154	Sludge Pick Up	434.53		1,303.59	
					32155	Wood Bin Pick Up	434.53			
					32156	Blue Bin Pick up	434.53			
047060	001	05/01/2021	H-006	HOME HARDWARE	332812	Maintenance Suppli	221.91		364.83	
					333511	Shop Supplies	142.92			
047061	001	05/01/2021	M-145	MCGRAW, DANIEL	53	Water Repair Meal	16.50		16.50	
047062	001	05/01/2021	N-072	NORTH ISLAND WASTE	Dec 2020	December Garbage C	7,000.36		7,000.36	
047063	001	05/01/2021	P-101	PORT ALICE PETROLE	5550	Propane	25.52		747.89	
					5564	Dec Fuel	722.37			
047064	001	05/01/2021	V-001	VANCOUVER ISLAND R	VIRL Quarter	VIRL 4th Quarter L	8,539.00		8,539.00	
047065	001	05/01/2021	Y-005	Yunker, Jason	52	Water Repair Meal	16.50		16.50	
047066	001	07/01/2021	B-003	BC HYDRO	117012190546	Sewer Hydro	26.63		26.63	
047067	001	07/01/2021	I-075	Island Instrumenta	1457	Water Flowmeter	4,687.87		4,687.87	
047068	001	07/01/2021	S-085	SUNCO PLYWOOD INCO	261734	Sewer Supplies	334.83		334.83	
047069	001	12/01/2021	S-018	SCOTIABANK	Dec 2020	SSL Certificate re	102.56		102.56	
047070	001	12/01/2021	C-222	CIBC CORPORATE VIS	129425	DOnated xmas Gifts	1,036.29		3,656.61	
					3023	Xmas gifts	264.69			
					20649707	xmas GC	50.00			
					04122020	Water Supplies	39.63			
					111629	Door remote	50.40			
					17569	Heritage Projector	84.00			
					3315417	Office Supplies	27.17			
					232957	CC Holiday Supplie	326.86			
					243830	Xmas supplies	304.69			
					0649851	WR Mats	139.26			
					244411	Xmas Gift Certific	1,150.00			
					3654167303100	Can Tire PW Suppli	183.62			
047071	001	12/01/2021	C-222	CIBC CORPORATE VIS	550522-4175	VO & CC Covid Supp	247.47		8,306.77	
					867464651	CC Replacement spe	482.37			
					7104020805022	Xmas Gifts	375.00			
					7657	Website deposit	4,914.00			
					Cellphone Dec	Cell Phones	263.20			
					6094110134190	PW Small Tools	227.30			
					EOCP Dues JY	EOCP Dues JY	103.95			
					4226658	CC MP3	50.99			
					CC Prize 12\2	CC Prize GC	50.00			
					550534-6114	CC & VO Supplies	352.47			
					Fuel	Generator Fuel - p	803.14			
					ENV333331648	Envelopes	436.88			
047072	001	12/01/2021	C-222	CIBC CORPORATE VIS	Nov Telus 202	Phone Charges	865.55		3,664.09	
					Xmas Gifts	Gift Cards	100.00			
					Xmas supplies	Xmas Supplies	68.14			
					Internet	Dec Internet	369.60			
					Telhost 12\20	Webhosting	19.04			
					Iconix Waterw	Sewer Supplies	1,266.37			
					Nov Phone 202	November Phone Cha	916.60			
					Secutiry Dec	Marina Security	58.79			
047086	001	13/01/2021	M-153	BUREAU VERITAS CAN	VA10248097	Effluent Samples	104.48		104.48	
047085	001	13/01/2021	K-101	KATHY O'REILLY TAY	1245-12-20	Meeting dates and	439.95		439.95	
047084	001	13/01/2021	H-046	HARDY BUILDERS' SU	19976B	Generator Parts	78.35		78.35	
047083	001	13/01/2021	C-010	CAN.UNION OF PUBLI	Dec Dues 2020	Union Dues - Decem	527.95		527.95	
047082	001	13/01/2021	B-003	BC HYDRO	400003401079	Hydro	11,687.20		11,687.20	
047081	001	13/01/2021	A-082	APPLEWOOD FORD - P	IF06068	Truck maintenance	668.96		685.84	
					IF06203	Additive Fluid	16.88			

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
047080	001	13/01/2021	A-071	ACE COURIER SERVIC	1484293	Treadmill Delivery	133.18		133.18	
047079	001	13/01/2021	0-345	ORACH ENTERPRISES	3867	Port-a-Potty renta	633.15		633.15	
047078	001	13/01/2021	W-345	WALLPEPPER DESIGNS	7283	Marina Stickers	470.40		470.40	
047077	001	13/01/2021	W-100	WESTWOOD TREE SERV	10012021	Tree Removal and c	2,520.00		2,520.00	
047076	001	13/01/2021	V-001	VANCOUVER ISLAND R	2021 1st Quar	1st Quarter Levy	8,409.00		8,409.00	
047075	001	13/01/2021	S-369	SUDDEN FUN	13965	Dog Waste bags	486.15		486.15	
047074	001	13/01/2021	M-132	MINISTRY OF FINANC	EMI431733	Effluent Permit	677.47		677.47	
047073	001	13/01/2021	M-009	MUNICIPAL INSURANC	L2021-207	Municipal Insuranc	10,235.00		10,235.00	
047087	001	13/01/2021	P-090	PORT ALICE GAS INC	CC Dec 2020 Arena Dec 202	CC Propane Arena Propane	1,302.68 16.86		1,319.54	
047088	001	28/01/2021	A-037	ANDERSON, CATHY	Overpay refun	Refund for overpay	366.67		366.67	
047089	001	28/01/2021	A-045	ALSCO UNIFORM & LI	LNAN775570	PW Coveralls	73.57		73.57	
047090	001	28/01/2021	C-089	CAMERON, KEVIN	Travel 01\21	Bank Signing	57.24		57.24	
047091	001	28/01/2021	C-115	CIVICINFO BC	2021-0029	Membership Dues	149.10		149.10	
047092	001	28/01/2021	F-021	FOUR STAR WATERWOR	87102794-00 87102794-01 87102994-00	Well #4 supplies Water Supplies Water leak repair	720.11 151.54 361.93		1,233.58	
047093	001	28/01/2021	G-060	GREGG DISTRIBUTORS	011-804219	Anti-slip Tape	192.55		192.55	
047094	001	28/01/2021	H-006	HOME HARDWARE	334369	Extention Cord - W	26.87		26.87	
047095	001	28/01/2021	M-031	MICRON MACHINE WOR	10597	7' of 1.5" pipe	151.47		151.47	
047096	001	28/01/2021	M-138	MCCORMICK, KATHY	Jan 2021	January Janitorial	600.00		600.00	
047097	001	28/01/2021	M-153	BUREAU VERITAS CAN	VA10281495	Effluent Samples	107.52		107.52	
047098	001	28/01/2021	R-003	REGIONAL DISTRICT	2205	Tipping fees	876.40		876.40	
047099	001	28/01/2021	R-058	ROCKY MOUNTAIN PHE	IN023648	SCBA Flow testing	1,576.58		1,576.58	
047100	001	28/01/2021	W-100	WESTWOOD TREE SERV	18012021	tree Removal from	2,100.00		2,100.00	
						Total:	84,687.24	0.00	84,687.24	

Payment Summary

Description	Qty	Amount
Cheque	42	84,687.24
EFT	0	0.00
Direct Deposit	0	0.00
Credit Card	0	0.00
Void	0	0.00
Total:	42	84,687.24

*** End of Report ***

VILLAGE OF PORT ALICE
REPORT TO COUNCIL

To:	**Mayor & Council**
From:	**CAO / CFO**
Date:	**February 18, 2021**
Subject:	**Telus Cell Phone Tower**

In November of 2018, Telus representative Doug Anastos made presentation to Council about Telus upgrades that would improve internet and cell services. At the time the focus was on internet service and the installation of a cell tower on the Telus property next to the school. Council was new at the time and had concerns about the tower location and the impact of competition with the local internet provider. This project was put on hold as Telus focussed on other communities.

In the second half of 2020 Telus cell service in Port Alice started to deteriorate. This affected communications within the Village which was a problem when we had the four-day power outage. There have been numerous complaints on social media regarding cell phone serve quality.

In December of 2020 I contacted Doug Anastos and asked if Telus was still interested in the tower installation in Port Alice. I mentioned that the Village may have property that may be more suited to the tower location. Doug said they are interested and had engineers look at possible tower locations.

On February 19, 2020, Doug and an engineer will be meeting with Village staff to view the property at the water towers to see if it would be a suitable tower location. I will let Council know how that went at the meeting on Wednesday.

Respectfully submitted,

Bonnie Danyk
CAO / CFO

VILLAGE OF PORT ALICE
REPORT TO COUNCIL

To:	**Mayor & Council**
From:	**CAO / CFO**
Date:	**February 18, 2021**
Subject:	**Council Meetings**

In December of 2020 the Provincial Health Officer ordered that the public be restricted from attending all local government meetings and public hearings in person.

Ministerial Order 192 (attached) states that local governments must continue to make "best efforts" based on local circumstances to inform the public of meetings and provide alternative ways for the public to provide comment on agenda topics or participate electronically (if available). The Village of Port Alice has posted notices that the public can call, email or mail to the Village Office any comments or concerns related to Council meeting Agenda items.

Ministerial Order 192 also states that electronic meetings are encouraged. Presently Council is meeting in the Seaview Activity Centre to allow for 2m distancing and face masks are worn during meetings. Seavac does not currently have internet access.

As stated, electronic meetings are "encouraged", they are not mandatory at this time. If Council wished to implement electronic meetings there are a couple of options. If we wanted to live stream our Council meetings we could have internet installed at Seavac to enable this. Live streaming would require another staff member to attend the meeting to operate the video feed. Another option is to acquire a Zoom account and set up meetings on this platform. Council members who have internet and a computing device could attend the meetings from home and the public who have internet access could attend as well. Zoom would also require an additional staff member to run the meeting. The concern with electronic meetings is our internet access is currently not stable. If the internet connection is lost during the meeting the meeting would have to be adjourned and reconvened at a later time or day depending on the length of interruption. Our local internet provider is working on upgrades and it is anticipated that once they are complete the internet will be more stable and reliable.

Ministerial Order 192 requires a resolution from the local government regarding how the local government is meeting the PHO requirements and recommendations for meetings. The following recommendation can be reviewed and updated when changes to internet service improve or when PHO orders change.

RECOMMENDATION: THAT WHEREAS *internet access is currently unavailable and or unstable and the Village of Port Alice has limited staff resources, Council Meetings will continue to be held in the Seaview Activity Centre to allow for social distancing and* FURTHER THAT *while Provincial Health Orders prevent the public from attending Council meetings the Village of Port Alice will continue to encourage the public to call, email or mail the Village Office with any questions and concerns related to Council Agenda items.*

Respectfully submitted,

Bonnie Danyk
CAO / CFO

BRITISH COLUMBIA

Guidance for Open Meetings and Electronic Meetings under Current PHO Orders and Ministerial Order 192

Introduction

The December 2, 2020 Provincial Health Officer (PHO) Order on Gatherings and Events requires local governments to make some changes to how meetings and public hearings are currently conducted. The public is now restricted from attending all local government meetings and public hearings in person.

The *COVID-19 Related Measures Act* (CRMA) and Ministerial Order M192 (Order M192) provide flexibility for local governments to shift how they are conducting meetings and hearings based on the current PHO recommendations and local circumstances. Order M192 provides that a council or body is not required to allow members of the public to attend a meeting if, despite the best efforts of the council or body, the attendance of members of the public cannot be accommodated at a meeting that would otherwise be held in accordance with the applicable requirements or recommendations under the *Public Health Act*.

Current PHO requirements under the Order on Gatherings and Events:

- Prevents public attendance at any meetings or public hearings.
- All meeting participants (including council and board members and staff) are strongly encouraged to attend electronically.

Under CRMA and MO192:

- Local governments must continue to make "best efforts" based on local circumstances to inform the public of meetings and provide alternative ways for the public to provide comment on agenda topics (e.g. email, letter, phone) or participate electronically (if available).
- Local government elected officials are encouraged to meet electronically.
- Local governments are encouraged to hold electronic public hearings.
- Local governments must review or develop a resolution with respect to open and electronic meetings, and state how they will continue to meet the principles of openness, transparency and accountability in the current circumstances.
- All other rules such prescribed in legislation or local government procedure bylaws continue to apply such as: notice requirements, voting rules, and recording of meeting minutes.

Local government by-elections are exempt from the PHO Order on Gatherings and Events.

The Ministry of Municipal Affairs (Ministry) encourages local governments to monitor the most recent orders from the PHO and contact their local medical health officer for further questions about specific circumstances in their region.

Ministry of Municipal Affairs
Governance and Structure Branch
Local Government Division
Mailing Address:
Po Box 9839, STN PROV GOVT
Victoria, BC V8W 9T1
Phone: 250 387-4020
lggovernance@gov.bc.ca
Location:
4th Floor, 800 Johnson Street
www.gov.bc.ca/mah

- Provide alternative methods for delegations to present (e.g., written; electronic; drop-box; pre-recorded video or real-time video presentation).
- Post draft minutes of open meetings on the local government website and at the public notice posting place or other designated places after the meeting.
- If council or board members or local government staff attend electronically, reflect disconnections and connections in the meeting minutes.

For more information about legislative open meeting requirements please see:
https://www2.gov.bc.ca/gov/content/governments/local-governments/governance-powers/councils-boards/meetings/rules

Electronic Meetings

Order M192 provides the flexibility for local governments to hold electronic meetings and to make "best efforts" to include the public in electronic meetings.

Best efforts from local governments may include:

- Electronic meetings that resemble what one would expect in an in-person public meeting as much as possible, adhering to rules of procedural fairness. This means making best efforts to follow existing procedures and to allow members of the public to be heard.
- Communicate any changes to meeting approaches to the public.
- Explore available technology that will enable the public to hear, or watch and hear, the meeting (e.g. livestream, record and provide an archived copy on the local government website).
- Provide information to the public on how they can review agendas and minutes of meetings during this time.
- Anticipate technology issues and consider allowing additional time on the agenda to resolve technical issues, including the possible lag when live-streaming.

Additional tips:

- If some members of council or board choose to attend by means of electronic communication, ensure that if quorum is lost there is a procedure in place to either suspend proceedings until quorum is achieved or cancel or postpone the meeting.
- Facilitate local government staff or delegations presenting on agenda topics to present remotely or call-in to the meeting.
- Ensure council or board members can hear members attending by electronic means.
- In the procedure bylaw, develop guidelines to assist with electronic meeting process including how the presiding member will take a vote on a motion or bylaw adoption.
- Outline the process for how members attending electronically can participate in the debate.
- Provide easy to understand information on the local government website, public notice posting place and in other community spaces so the public knows how to attend electronically (if available) including:
    - how to call in and listen if this option is available;
    - where to view a livestream or archived version of the meeting; and,
    - how to ask questions during question period if this is an option.
- Ensure the chair advises participants that the meeting is being recorded and include a statement to this effect in the agenda.

Port Alice

Gateway to the Wild West Coast

INFORMATION ITEMS

Feb. 10, 2021

Minister Adrian Dix and Premier John Horgan
Minister of Health Premier of British Columbia

To The Honourable Adrian Dix, Minister of Health for B.C.
and
To The Honourable John Horgan, Premier of B.C.

Re: Campbell River Hospital Lab

March 31st is looming again, the date when the flawed contract between VICPCC (Vancouver Island Clinical Pathology Consultants Corporation) and VIHA (Island Health) is to be reviewed, cancelled or (God forbid) quietly renewed again. For the past 2 years all the response letters to the hundred of letters of concern from people of the North Island promised a review at the end of March. Those were more broken promises in addition to all the other broken promises made to the people of the North Island.

VIHA/Island Health and VICPCC have been busy entrenching their flawed plan so that it will be difficult to undo all the damage created by VIHA/Island Health to the North Island Hospitals Labs. However, it will be a travesty to see that contract renewed again and it needs to be rectified.

VIHA/Island Health has a poor track record which has led to a complete lack of trust further exacerbated by the continual removal of lab services and funding. Our hospital in Campbell River was to be reduced to a triage centre in favour of one hospital further south. A huge uproar from thousands of people finally convinced the powers that be to build 2 new hospitals which every previous study said was needed in the largest geographic area of Vancouver Island. Promises were made that we would retain all hospital services we had when the new hospital opened. That was not to be as services were removed even prior to the hospital opening and further services continued to be removed. When the pay method was changing from salary to fee for service for pathologists, a group of pathologists at the Royal Jubilee formed a private corporation, lobbied the government for a contract which was granted. They then simply took services from the Campbell River Hospital Lab with no consultation. While it is common for doctors to form corporations it is not common for them to take services from other hospitals or doctors without the permission of the doctors or the patients. So the more services VICPCC took for themselves the more pay they received at the expense of the patients of the North Island and our hospital lab. This has resulted in a greater risk to patients, longer turn around times and created an unsustainable situation at the Campbell River Hospital lab and now also the Comox Valley Hospital lab.

An independent investigation really needs to be conducted into this contract. A Doctor in charge of the department at the Royal Jubilee signed the contract on behalf of VIHA/Island Health while he was also a major shareholder in VICPCC. A document was obtained through freedom of information to substantiate that. The person who awarded the contract needs to be interviewed as well as others. VIHA/Island Health is complicit in promoting public hospital lab services being given to a private for profit corporation in a public lab.

Two highly esteemed pathologists from the Comox Valley Hospital Lab were forced out to serve VICPCC/Island Health's agenda in taking services and giving them to VICPCC. That was a huge loss to the Comox Valley Hospital.

Patients in the North Island are being negatively impacted by this flawed contract, yet our Ministry of Health, our Premier and Island Health have ignored thousands of people's concerns and permit this contract to continue. All the letters from the Comox Valley and Campbell River MLAs, Ministry of Health, Premier's office and VIHA/Island Health provide the same inaccurate information to all the people who have written about their valid concerns. The letters say the turnaround times are as good if not better which is not true, and they state the contract was reviewed by the College of Physicians and Surgeons who stated there was no conflict of interest. That statement is highly disputed by other doctors who state the statement concerning the College is misleading and inaccurate. So again the people of the North Island are not being told the truth. An investigation is warranted as the patients in the North Island are not getting the quality of health care they have a right to. It is also time the people of the North Island were told the truth, the problems created by VIHA/Island Health in our Hospital lab fixed and trust in our public health care system restored.

For further information regarding the hospital lab issues please access the excellent and accurate articles written by George LeMasurier in the online publication decafnation.ca.

Respectfully,

Lois Jarvis, Richard Hagensen and Joanne Banks
On behalf of Citizens for Quality Health Care

BRITISH COLUMBIA

February 17, 2021

Mayors and Regional District Chairs of British Columbia
Attendees of January 2021 Regional Calls with Minister Josie Osborne

Dear Mayors and Chairs,

Thank you for taking the time to join Minister Josie Osborne and UBCM President Brian Frenkel for the first round of regional calls in the new year. Hearing from UBCM directly on some of its key interests and issues was very much appreciated. As Minister Osborne and President Frenkel said during the calls, these calls continue to be a great opportunity to hear from you about the key issues and opportunities you are working on in your communities for 2021 (in addition to COVID-19).

There were a number of themes that came up during the calls including connectivity, reopening of BC parks in the spring and roll out of vaccine distribution. This email sets out links and resources on some of the topics raised.

As well, on specific issues such as grant applications or questions particular to your community, please remember that your staff can reach out to Ministry of Municipal Affairs staff for assistance (see the Local Government Division staff finder for the appropriate staff person for your area).

COVID-19 update

The state of emergency is extended to March 2, allowing health and emergency management officials to continue to use extraordinary powers under the Emergency Program Act. On February 5th, Minister Dix and Dr. Henry announced that the province-wide restrictions, put in place to significantly reduce COVID-19 transmission related to social interactions and travel, would continue until further notice based on direction from the PHO.

Although the COVID-19 immunization plan is in effect, Dr. Henry reminded us that gatherings of any size, in our homes or elsewhere, are high risk and non-essential travel should not be happening right now. Please stay tuned for more announcements from Dr. Henry and check the provincial government COVID-19 website regularly for updates.

Ministry of Municipal Affairs
Office of the Deputy Minister
Mailing Address:
PO Box 9490 Stn Prov Govt
Victoria BC V8W 9N7
Phone: 250 387-9108
Fax: 250 387-7973
Location:
6th Floor, 800 Johnson Street
Victoria BC V8W 9N7
http://www.gov.bc.ca/mah

Vaccine distribution

The Provincial Health Officer appreciates the willingness of local governments to support vaccine distribution at the local level and has informed those planning vaccine distribution logistics about the potential for local governments to assist in this regard. The organizers of the immunization roll out recognize the important role that local governments have in this process and are aware that the earlier local governments are involved in the planning, the better the outcomes will be.

Currently, it is planned that vaccinations for the general population will run March to September 2021 and will start in March with people over the age of 80, who will be receiving information in the weeks ahead on when and how to get their vaccinations. The vaccination roll out hinges on vaccine availability and may be subject to change. Immunization clinics are being organized in 172 communities in BC and will be overseen by local health authorities.

The clinics will be held at large centres, including school gyms, arenas, convention halls and community halls. Mobile clinics will be available for some rural communities and for people who are homebound due to mobility issues. More information about the roll out and registration process will be available in late February.

The best source of COVID-19 vaccine information is the BC Centre for Disease Control (BCCDC).

Home Owner Grant Centralization

Effective 2021 all home owner grant applications must be submitted directly to the BC provincial government through a secure online application. **Municipalities no longer need to and should not accept any applications.** As of February 16, 2021, homeowners can apply for their current year or their retroactive home owner grants online at gov.bc.ca/homeownergrant. Homeowners can find information about this change at gov.bc.ca/homeownergrant or they can call toll free: 1-888-355-2700 to speak with an agent. **We encourage you to share this information with your residents.** Should you have any questions, please reach out to Kally Khaira, Director, Property Taxation Branch, Ministry of Finance, by phone at 778 698-9536 or email Kally.Khaira@gov.bc.ca.

Local Business Support - Launch Online Grant Program

The recently announced new Launch Online Grant Program will provide business owners, including those in hard-hit sectors such as retail, tourism and restaurants, with up to $7,500 to build or strengthen their online store and promote BuyBC at a local, national and international level. The Province is contributing $12 million to support about 1,500 eligible BC businesses to build, maintain and market their products and services online. The grant will pay for up to 75% of eligible expenses up to $7,500 per business to develop or enhance their online store. Applications for this program are now open and businesses can visit launchonline.ca to apply. **We encourage you to promote this opportunity** directly with your business communities and Chambers of Commerce.

Strengthening Communities Funding

The Strengthening Communities Funding is a component of the Safe Restart Fund that will provide support to local governments to address the needs of vulnerable populations. This funding program is currently in development. More information will be available in the coming weeks and we will reach out with these details as soon as we can.

Infrastructure Funding

Local governments can access **infrastructure funding** through a variety of grant programs. If you have questions about local government infrastructure grants, you may also contact the Ministry directly by email at: infra@gov.bc.ca. **At this time, intakes are closed and programs are moving into reviews of the applications submitted.**

Community Economic Recovery Infrastructure Program (CERIP): The application window for CERIP is closed; **notifications will occur in February 2021.** If you have any specific questions about this program, contact the Ministry by email at: infra@gov.bc.ca. See https://www2.gov.bc.ca/gov/content/economic-recovery/cerip for more details.

Investing in Canada Infrastructure Program – British Columbia – COVID 19 Resilience Infrastructure Stream (CVRIS): The application window for CVRIS is now closed. **Notifications are planned for this Spring.** Program details can be found at: www.gov.bc.ca/Investing-in-Canada-Infrastructure-Program

Adaptation, Resilience and Disaster Mitigation Program (ARDM): The application window for ARDM is now closed. **Notifications are planned for this Spring**. Program details can be found at: www.gov.bc.ca/Investing-in-Canada-Infrastructure-Program. Questions can be emailed to EMBCDisasterMitigation@gov.bc.ca .

Infrastructure Planning Grant Program: Intake is open year-round. Local governments can apply for grants that support projects related to the development of sustainable community infrastructure through the Infrastructure Planning Grant Program. The program is open for applications year-round with regular processing deadlines. See https://www2.gov.bc.ca/gov/content/governments/local-governments/grants-transfers/grants/infrastructure-planning-grant-program for more details.

BC Parks

BC Parks is finalizing plans to open camping reservations for the 2021 season. An announcement will be coming soon that will provide details for the upcoming camping season and information related to the Discover Camping reservation service. BC Parks will be working with partners and stakeholders to ensure the season is a safe and successful one.

Connectivity

Minister Osborne appreciates you raising the issue of connectivity in the recent calls, recognizing that working to connect all people in BC – regardless of where they live – is a priority for our government. The Internet is embedded into all aspects of our day-to-day lives as it enables a broad spectrum of possibilities including healthcare, education, culture, public safety, and economic activity. Providing the same level of access, quality and affordability in rural areas as seen in urban areas is a key priority for the Province.

Provincial connectivity work is led by the Ministry of Citizens' Services, and Minister Osborne has an upcoming meeting with Minister Lisa Beare on the province's ongoing work on this file, in conjunction with the federal government.

The next regional calls will be at the end of February and the topic will be on COVID-19 and mental health, as this is a topic that many of you have raised. Minister Osborne will be joined by her colleague, Honourable Sheila Malcolmson, Minister of Mental Health and Addictions, on these calls. Invitations for this meeting were sent February 12, 2021 from Minister Osborne's office.

As Dr. Henry said recently, we are making progress in our efforts to push back on the COVID-19 virus and get to days of fewer restrictions. We can keep this positive, forward momentum going and help keep our province safe through the small efforts we make every day.

Thank you for your continued leadership and collaboration. Staying connected and supporting one another are still important priorities in these challenging times.

Sincerely,

Okenge Yuma Morisho
Deputy Minister

Tara Faganello, CPA CGA BA Ec.
Assistant Deputy Minister

pc: Chief Administrative Officers
Gary MacIsaac, Executive Director, UBCM
Nancy Taylor, Executive Director, LGMA
Todd Pugh, Executive Directory, CivicInfo