



VILLAGE OF PORT ALICE  
PUBLIC WORKS COMMITTEE MEETING AGENDA  
TO BE HELD THURSDAY JUNE 6, 2024, AT 4:00 PM  
IN THE VILLAGE OFFICE COUNCIL CHAMBERS

**(1) CALL TO ORDER**

**(2) ADOPTION OF AGENDA**

*THAT the Agenda for the Public Works Committee Meeting be approved; AND THAT all delegations, reports, correspondence, and other information set to the agenda be received for information.*

**(3) MINUTES:**

a. *THAT the minutes from the May 2, 2024, Public Works Committee Meeting be approved as presented.*

**(4) REPORTS:**

a. Public Works Foreman's Monthly Report – May

May 27, 2024, Report from Jason Yunker, Public Works Foreman

b. Trees – for discussion

May 31, 2024, Report from Bonnie Danyk, CAO/CFO

**(4) COMMUNICATIONS:**

**(5) FOR DISCUSSION:**

**(6) ADJOURNMENT:**

*THAT the meeting of the Village of Port Alice Public Works Committee held June 6, 2024, be adjourned.*

VILLAGE OF PORT ALICE COUNCIL COMMITTEE  
MEETING MINUTES Thursday May 3, 2024  
In the MUNICIPAL COUNCIL CHAMBERS  
Public Works Committee Meeting



Present Mayor Kevin Cameron  
Councillor Russell Murray  
Councillor Dave Stewart

Absent Councillor Holly Aldis  
Councillor Sean Watson

Staff Bonnie Danyk CAO / CFO  
Jason Yunker, Public Works Foreman

**CALL TO ORDER**

Mayor Kevin Cameron called the meeting to order at 4:00 pm

**APPROVAL OF AGENDA**

PW 11/24  
Agenda

Moved, seconded and CARRIED

***THAT** the Agenda for the Public Works Committee be approved; AND THAT all delegations, reports, correspondence, and other information set to the agenda be received for information.*

**MINUTES:**

PW 12/24  
Minutes  
2024-04-04

Moved, seconded and CARRIED

***THAT** the Minutes of the Public Works Committee meeting on April 4, 2024, be approved.*

**REPORTS:**

- a) Public Works Foreman's Monthly Report – April  
April 2024 Report from Jason Yunker, Public Works Foreman
  
- b) Marina and Mill Bridge 2024 Update  
April 29, 2024 Report from Bonnie Danyk CAO / CFO

**ADJOURNMENT:**

PW 13/24  
Adjourn

Moved, seconded and CARRIED

***THAT** the Public Works Committee meeting of the Village of Port Alice held May 2, 2024 be adjourned at 4:15 pm.*

I hereby certify the preceding to be a true and correct account of the Regular meeting of the Public Works Committee Meeting held May 2, 2024.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Administrative Officer



## VILLAGE OF PORT ALICE REPORT TO COUNCIL

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**To:** Mayor & Council  
**From:** Jason Yunker, Public Works Foreman  
**Date:** May 28, 2024  
**Subject:** Public Works Monthly Report

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Well #3 is now completed, we have just submitted water samples for analysis, once we get the results to VIHA we will be able to bring the Well online. What a journey that was.

CB's were cleaned, ready for another year, we installed a new water service to the Kayak building and we replaced the water service to the Pavilion in Lions Park. We fixed a water service leak on Haida Ave. The hot water tank in the Community Centre was commissioned, flags were raised at the Village Office. I'm currently getting all the ducks in a row for installing this year's street lights for next month hopefully. Everything is going well.

### Water

- Water samples taken to Port McNeil.
- Full spectrum water samples from Well#3 shipped to Bureau Veritas
- Wells were checked and meters read daily.
- Installed new water service at Kayak building and Pavilion
- Fixed water service leak on Haida Ave.

### Sewer Sys/ Treatment Plant

- Effluent samples were shipped to Courtney monthly.
- Regular daily/weekly maintenance was performed for STP.
- Lift stations were cleaned and inspected weekly.

### Transfer Station

- Transfer Station was cleaned daily/weekly.
- Garbage cans in town were cleaned(weekly)
- Hauled 2 loads of recyclables (E-waste, cardboard, tires) to 7-mile.
- Hauled 2 blue bin of garbage to 7-mile.
- Hauled 1 metal bin.
- Hauled 2 wood bin.

### Equipment

- Generators were tested(monthly)
- Weekly inspections carried out on Play structures/Parks/Marina/Water Tanks
- Front wheel seal replaced on Back-Hoe.
- F550 box re-worked and repaired.



## REPORT TO THE PUBLIC WORKS COMMITTEE

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**To:** Public Works Committee  
**From:** CAO / CFO  
**Date:** May 31, 2024  
**Subject:** Trees

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The Village of Port Alice has received quotes to remove the trees at the firehall, the two big deciduous trees at the Village Office and the large tree at Seavac in the parking lot. The total of the quotes is \$ 4,685.00. The cost for the Fire Department tree removal is \$ 2,475.00. They may be interested in bucking up the trees and selling them for firewood to offset some of this cost.

The Village received a request to remove two deciduous trees at 916 Marine Terrace. When the contractor was onsite with the Public Works Foreman it was determined that the trees are on the private property and not on the boulevard. The quote will be provided to the property owner.

Respectfully submitted:

Bonnie Danyk CAO / CFO