



**VILLAGE OF PORT ALICE**  
**PUBLIC WORKS COMMITTEE MEETING AGENDA**  
TO BE HELD THURSDAY MARCH 6, 2025, 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 February 6, 2024, Public Works Committee Meeting be approved as presented.*

**(4) REPORTS:**

- a. Public Works Foreman's Monthly Report – February  
February 28, 2025, Report from Jason Yunker, Public Works Foreman

**(5) ADJOURNMENT:**

*THAT the meeting of the Village of Port Alice Public Works Committee held March 6, 2025, be adjourned.*

VILLAGE OF PORT ALICE COUNCIL COMMITTEE  
MEETING MINUTES Thursday February 6, 2025  
In the MUNICIPAL COUNCIL CHAMBERS  
Public Works Committee Meeting



Present Mayor Kevin Cameron  
Councillor Holly Aldis  
Councillor Sean Watson  
Councillor Russell Murray

Absent Councillor Dave Stewart

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

**CALL TO ORDER**

Mayor Kevin Cameron called the meeting to order at 4:05 pm

**APPROVAL OF AGENDA**

PW 04/25  
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.*

PW 05/25  
Minutes  
2025-01-09

**MINUTES:**

Moved, seconded and CARRIED

*THAT the Minutes of the Public Works Committee meeting on January 9, 2025, be approved.*

**REPORTS:**

Public Works Foreman's Monthly Report – January

February 3, 2025, Report from Jason Yunker, Public Works Foreman

PW 06/25  
Adjourn

**ADJOURNMENT:**

Moved, seconded and CARRIED

*THAT the Public Works Committee meeting of the Village of Port Alice held February 6, 2025 be adjourned at 4:12 pm.*

I hereby certify the preceding to be a true and correct account of the Regular meeting of the Public Works Committee Meeting held February 6, 2025.

\_\_\_\_\_  
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:** Feb 26, 2025  
**Subject:** Public Works Monthly Report

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February saw yet another power outage, thankfully this one was short. A tree fell out by the Mill striking the power line, the line didn't break, and high winds then managed to twist the three top lines together at two separate locations. Never seen that happen before. Hydro came out right away and fixed the situation. We worked on our vehicles and equipment, got CVI's organized and completed for the fire hall. Ordered up street lights for this year, we're still waiting on the sign guys to come and install our new LED community centre sign, they say a few more weeks. We have security cameras that will be installed at the STP and our water tanks first week of March and connected to the SCADA system. We are looking forward to a busy 2025.

### **Water**

- Water samples taken to Port McNeil.
- Wells were checked and meters read daily.
- Seawater samples taken.

### **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.
- Trouble shooting EQ tank anomalous pumping issues.

### **Transfer Station**

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

### **Equipment**

- Generators were tested(monthly)
- Weekly inspections carried out on Play structures/Parks/Marina/Water Tanks
- Fixed control arm on back hoe.
- CVI's done on fire trucks
- Oil change F350
- Rear brakes replaced on F350
- Transmission service and temp module replaced on F550.
- Repair wiring on F550 sander.

## **Roads**

- Salt n sand.
- Clear limbs and branches from Mill Road.
- Flagging for Lions Park project.

## **Facilities**

- Ran the generators for town
- Cleaned up graffiti

## **General**

- Clean up shop

Respectfully submitted by,

*Jason Yunker*

Jason Yunker  
Public Works Foreman