



VILLAGE OF PORT ALICE  
PUBLIC WORKS COMMITTEE MEETING AGENDA  
TO BE HELD THURSDAY MAY 1, 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 April 10, 2025, Public Works Committee Meeting be approved as presented.*

**(4) REPORTS:**

**a. Public Works Foreman's Monthly Report – April**

April 28, 2025, Report from Jason Yunker, Public Works Foreman

**b. Tree Report**

April 28, 2025, Report from Bonnie Danyk CAO/ CFO

**(5) ADJOURNMENT:**

*THAT the meeting of the Village of Port Alice Public Works Committee held May 1, 2025, be adjourned.*



VILLAGE OF PORT ALICE COUNCIL COMMITTEE  
MEETING MINUTES Thursday April 10, 2025  
In the MUNICIPAL COUNCIL CHAMBERS  
Public Works Committee Meeting



Present Mayor Kevin Cameron  
Councillor Sean Watson  
Councillor Holly Aldis

Absent Councillor Russell Murray  
Councillor Dave Stewart

Staff Tanya Spafford Deputy CAO/ CFO  
Jason Yunker, Public Works Foreman

**CALL TO ORDER**

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

PW 09/25  
Agenda

**APPROVAL OF 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:**

Moved, seconded and CARRIED

*THAT the Minutes of the Public Works Committee meeting on March 6, 2025, be approved.*

PW 10/25  
Minutes  
2025-02-06

**REPORTS:**

Public Works Foreman's Monthly Report – March

March 28, 2025, Report from Jason Yunker, Public Works Foreman

**ADJOURNMENT:**

PW 11/25  
Adjourn

Moved, seconded and CARRIED

*THAT the Public Works Committee meeting of the Village of Port Alice held April 10, 2025, be adjourned at 4:21 pm.*

I hereby certify the preceding to be a true and correct account of the Regular meeting of the Public Works Committee Meeting held April 10, 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:** April 28, 2025  
**Subject:** Public Works Monthly Report

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Spring cleanup went very well this year, no surprises. Tayco paving has contacted me letting us know they are coming up early this year in May, we have several areas that we are eager to fix. The new street light poles have arrived; however, the bases are still 3 weeks away, just waiting on them. We spent the day at Link River raking and cleaning sites for the season, we are returning soon to clean the dock and launch it when its ready. We have the water now turned on for the Marina, Yacht Club, Community Garden, Sani Dump etc... Plus we have officially started our grass cutting season. We had to have the F550 repaired after the alternator caught fire, it is now back and functioning well.

### **Water**

- Water samples taken to Port McNeil.
- Wells were checked and meters read daily.
- Fire hydrant maintenance.

### **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 1 loads of recyclables (E-waste, cardboard, tires) to 7-mile.
- Hauled 1 blue bin of garbage to 7- Mile
- Hauled 2 wood bin.
- Brush hauled to Sweeney's pit

### **Equipment**

- Generators were tested(monthly)
- Weekly inspections carried out on Play structures/Parks/Marina/Water Tanks
- F550 repaired after fire.

### **Roads**

- Assessed areas needing paving
- Spring cleanup

## **Facilities**

- Ran the generators for town
- Arena checks
- Link River cleanup

## **General**

- Started our lawn cutting season

Respectfully submitted by,

*Jason Yunker*

Jason Yunker  
Public Works Foreman



## REPORT TO THE PUBLIC WORKS COMMITTEE

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**To:** Public Works Committee  
**From:** CAO / CFO  
**Date:** April 28, 2025  
**Subject:** Trees

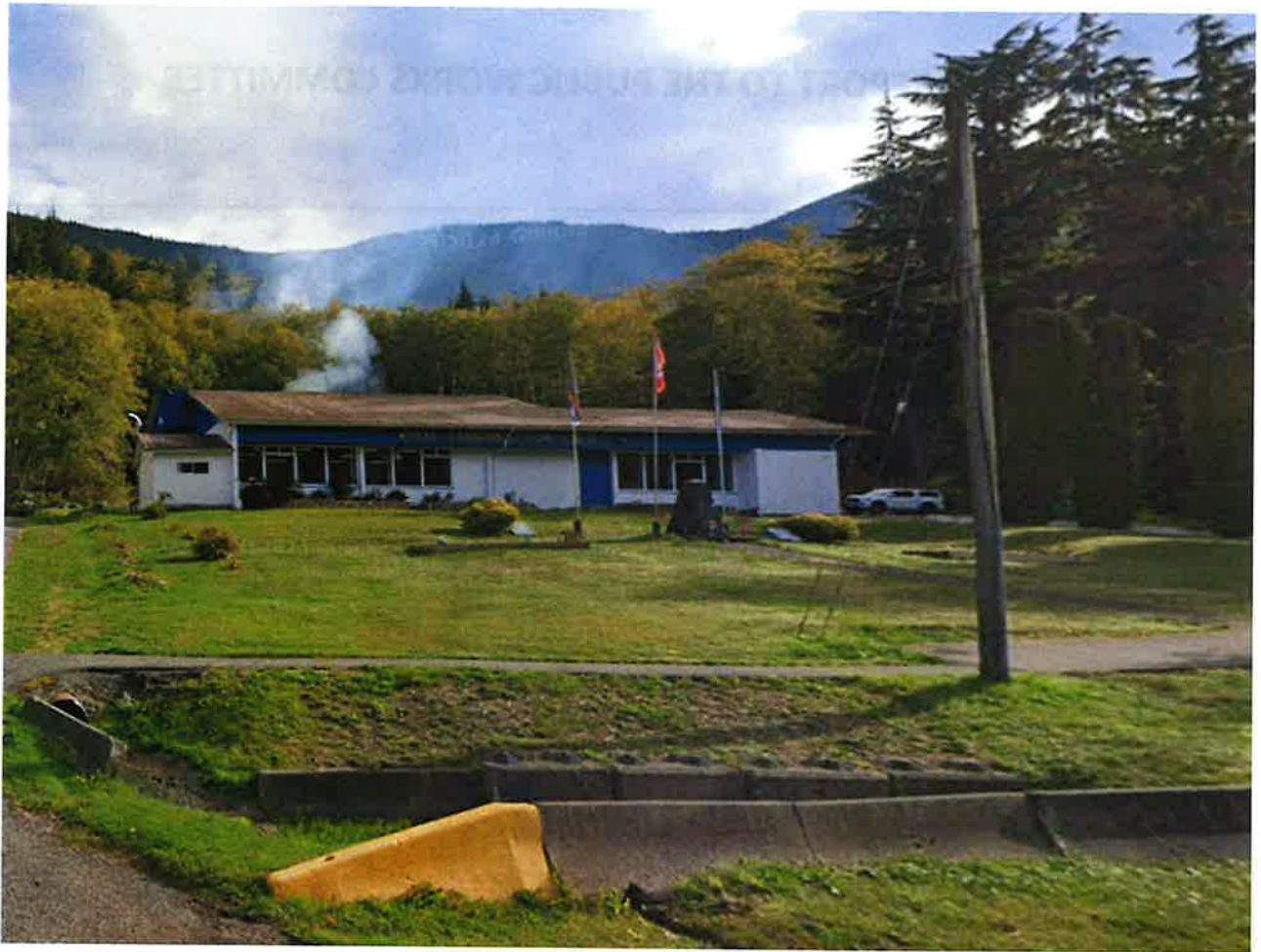
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The Village of Port Alice staff have received a two requests for the removal of a Village owned trees.

The first request is for 821 A&B behind the Legion. The property owner has cleared the lot and now has concerns about the alders leaning towards his property from the adjacent Village owned lots. The property owner has offered to do the clean up of the trees if the Village pays to fall them. The quote for falling is \$3,000.







The second request is to remove the alders on the boulevard in front of 8 Copper Crescent and 1241 Marine Drive. These alders are very overgrown and leaning towards the house at 8 Copper Crescent. The quote to remove these trees is \$6,300.







Respectfully submitted:

Handwritten signature of Bonnie Danyk in black ink.

Bonnie Danyk CAO / CFO

