



VILLAGE OF PORT ALICE
PUBLIC WORKS COMMITTEE MEETING AGENDA
TO BE HELD THURSDAY NOVEMBER 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 October 2, 2025, Public Works Committee Meeting be approved as presented.*

(4) REPORTS:

- a. Public Works Foreman's Monthly Report – October
October 30, 2025, Report from Jason Yunker, Public Works Foreman

(5) ADJOURNMENT:

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

**VILLAGE OF PORT ALICE COUNCIL COMMITTEE
MEETING MINUTES Thursday October 2, 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 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 26/25
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.*

MINUTES:

PW 27/25
Minutes
2025-09-04

Moved, seconded and CARRIED

***THAT** the Minutes of the Public Works Committee meeting on September 4, 2025, be approved.*

REPORTS:

Public Works Foreman's Monthly Report – September

September 30, 2025, Report from Jason Yunker, Public Works Foreman

ADJOURNMENT:

PW 28/25
Adjourn

Moved, seconded and CARRIED

***THAT** the Public Works Committee meeting of the Village of Port Alice held October 2, 2025, be adjourned at 4:20 pm.*

I hereby certify the preceding to be a true and correct account of the Regular meeting of the Public Works Committee Meeting held October 2, 2025.

Mayor

Chief Administrative Officer



VILLAGE OF PORT ALICE REPORT TO COUNCIL

To: Mayor & Council
From: Jason Yunker, Public Works Foreman
Date: Oct 30, 2025
Subject: Public Works Monthly Report

Well storm season has begun. Our first few storms went well considering, no damage to report and our power stayed on! We have been prepping now for winter and ensuring our snow plow equipment is ready to go. We continue to work on maintenance lists and deal with issues as they appear.

Water

- Water samples taken to Port McNeil.
- Wells were checked and meters read daily.
- Water service shut off installed for the Arena.

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)
- New garbage can installed at the sani-dump
- Hauled 2 loads of recyclables (E-waste, cardboard, tires) to 7-mile.
- Hauled 2 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
- Repair and prep snow clearing equipment.

Roads

- Rake leaves, clear CB's
- Cleared fallen trees and debris from storms.
- Street lights repaired

Facilities

- Dike was brush-cut by Merry Widow contracting.
- Moved display case from Arena to Community Center

General

- Clean catch basins, clear waterways/drainages
- Trees cut and pruned in town.

Respectfully submitted by,

Jason Yunker

Jason Yunker
Public Works Foreman