



The Village of
PORT CLEMENTS
"Gateway to the Wilderness"

36 Cedar Avenue West
PO Box 198
Port Clements, BC
V0T1R0
OFFICE: 250-557-4295
Public Works: 250-557-4295
FAX: 250-557-4568
Email: office@portclements.ca
Web: www.portclements.ca

6:00 PM Regular Meeting of Council, Monday, June 15, 2026

AGENDA

This meeting of the Council of the Village of Port Clements being held on the traditional territory of the Haida People.

1. ADOPT AGENDA

2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS

3. MINUTES

M-1—May 19, 2026, Regular Council Meeting Minutes

4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS

5. ORIGINAL CORRESPONDENCE

C-1—INFORMATION— Letter to Minister of Housing & Municipal Affairs – Corporation of the District of Central Saanich

C-2—INFORMATION— Planning for Non-Profit Open House in October – Haida Gwaii Community Futures

C-3—INFORMATION— Loggers Sports Day 2026 Request – Sandspit Community Society

C-4—INFORMATION— 2026 UBCM Meeting Request with Premier and Provincial Cabinet Ministers

C-5—INFORMATION— New Horizons for Seniors Programme -Call for Proposals

C-6 – INFORMATION – NCRD -Invitation to joint advocacy for improved North and Central Pacific Coast Ferry Services

C-7—INFORMATION—UBCM Heritage Conservation Act

C-8—INFORMATION— Letter from Saanich – BC Local Government Climate Action Program (LGCAP) Funding Continuation

6. FINANCE

F-1—2025 Statement of Financial Information

Recommended motion: THAT Council approves the 2025 Statement of Financial Information

7. GOVERNMENT

G-1— Rainbow Wharf Pathway Project

G-2 - 460.4 Procedural Amendment Bylaw Review

G- 3— Canada Days Celebrations

8. NEW BUSINESS

9. REPORTS & DISCUSSIONS

R-1—INFO—Regular Report on Current Operations- CAO Dobson

R-2—Excessive Water Consumption Levels

10. ACTION ITEMS

11. QUESTIONS FROM THE PUBLIC & PRESS

12. IN-CAMERA

90(1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

- (m) a matter that, under another enactment, is such that the public may be excluded from the meeting;
- (d) the security of the property of the municipality

13. RISE AND REPORT

14. ADJOURNMENT



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Minutes of the Regular Meeting of Council, Tuesday, May 19, 2026

Present:

Mayor Scott Cabianca
Councillor Dennis Reindl
Councillor Kazamir Falconbridge

Not Present:

Councillor Brigid Cumming
Councillor Wayne Nicol

CAO Marjorie Dobson
PWWF Chris Doyle
Contractor, Ruby Decock
Contractor, Lori Wiedeman (via TEAMS)

Members of the public: Tess Hedderiich, David Unsworth, Sharon Petitpas, Wayne Hann, Willian Lore, Doris Fisher, Kerry Laidlaw (via TEAMS), Chad Marlatt (via TEAMS), Michael (via TEAMS)

Meeting Called to order at 6:02 PM

Mayor Cabianca: I call to order this Regular Council Meeting of the Council of the Village of Port Clements being held on the traditional territory of the Haida People.

1. ADOPT AGENDA

CAO Dobson proposed adding the following item to the agenda.

G-4—UBCM Meeting Schedule

2026-05-076—Moved by Councillor Falconbridge, seconded by Councillor Reindl, THAT Council adopts the May 19th, 2026, Regular Council Meeting Agenda as amended.

CARRIED

2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS

D-1—Kerry Laidlaw, Health Services Administrator for Haida Gwaii

Mr. Laidlaw, Health Services Administrator for Haida Gwaii provided a PDF presentation and discussed health services in Port Clements including plans to reopen the Port Clements clinic one day a week once they have staff capacity (they need 75% staff capacity before they can restart the clinic). During the summer, Mr. Laidlaw will be at the Port Clements clinic between 9:00 am and 11:00 am on Fridays while getting the clinic ready for opening. Mr. Laidlaw plans to come back to Council and residents to better identify community needs.

Contact information for Mr. Laidlaw is (250) 626-1188 or kerry.laidlaw@northernhealth.ca

ACTION: Staff to follow up with Mr. Laidlaw on how the Village can assist with identifying community needs and whether a health centre needs to be in place for a senior's centre to be built.

D-2—Chad Marlatt, Rogers Telecommunications Tower Proposals

Mr. Marlatt discussed the Rogers Telecommunications Tower Proposal to ask Mayor and Council to concur with the project so they can finish the engineering and move forward. This is the final stage of

m-1

the public consultation process. He reviewed the outreach that has taken place, answered questions and provided his contact information. He will also be going to the North Coast Regional District (NCRD) for their concurrence on 5 of the towers.

ACTION: The topic will be discussed at next NCRD meeting. Port Clements would like to be part of that discussion before making this decision. Staff to bring forward this item for the next meeting for decision. The Village will get back to Rogers once that happens.

3. MINUTES

M-1—April 20, 2026, Regular Council Meeting Minutes

M-2—May 1, 2026, Special Council Meeting Minutes

M-3—May 8, 2026, Special Council Meeting Minutes

2026-05-077—Moved by Councillor Falconbridge, seconded by Councillor Reindl, THAT Council adopts April 20, 2026, Regular Council Meeting Minutes.

CARRIED

2026-05-078—Moved by Councillor Falconbridge, seconded by Councillor Reindl, THAT Council adopts the May 1, 2026, Special Council Meeting Minutes.

CARRIED

2026-05-079—Moved by Councillor Falconbridge, seconded by Councillor Reindl, THAT Council adopts the May 8, 2026, Special Council Meeting Minutes.

CARRIED

4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS

5. ORIGINAL CORRESPONDENCE

C-1—INFORMATION—UBCM provincial efforts to renew the Heritage Conservation Act

C-2—INFORMATION—Abbotsford – Letter to Minister – Provincial Sales Tax expansion

C-3—INFORMATION—NCRD – Board Highlights – April 2026

C-4—INFORMATION—NCRD – Collaborative Opportunity – Accessibility Funding for Public Washrooms

C-5—INFORMATION—Dawson Creek – Joint Advocacy Letter – independent expert-led Review of Universal Mental Health Care in BC

2026-05-080—Moved by Councillor Falconbridge, seconded by Councillor Reindl, THAT Council receives C-1, C-2, C-3, C-4, and C-5 for information.

CARRIED

2026-05-081—Moved by Councillor Falconbridge, seconded by Councillor Reindl, THAT Council endorses the Dawson Creek Joint Advocacy Letter on the independent expert-led Review of Universal Mental Health Care in BC.

CARRIED

ACTION: Staff to write letter for Mayor signature.

2026-05-082—Moved by Councillor Falconbridge, seconded by Mayor Ciabianca, THAT Council pursues one time funding for up to \$25,000 for an accessible public washroom project as requested by staff and initiated by NCRD.

CARRIED

ACTION: *Staff to follow up with application for one-time funding for an accessible public washroom project.*

6. FINANCE

7. GOVERNMENT

G-1—Community Grant Application – Port Clements Historical Society

CONFLICT OF INTEREST DISCUSSION:

Councillor Falconbridge is the volunteer treasurer of the Port Clements Historical Society (PCHS). A question was raised regarding a perceived conflict of interest.

A perceived conflict of interest happens when an individual's private or professional interests might appear to a reasonable, objective observer to improperly influence their official duties.

Councillor Falconbridge declared there was no Conflict of Interest and Mayor Cabianga and Councillor Reindl accepted his declaration.

2026-05-083—Moved by Councillor Falconbridge, seconded by Councillor Reindl, THAT Council receive the application from the Port Clements Historical Society for a \$14,000 Community Grant.

CARRIED

2026-05-084—Moved by Councillor Reindl, seconded by Mayor Cabianga, THAT Council approve two grants of \$5,000 each to the Port Clements Historical Society, one for the operation of the museum, and the other for the operation of the visitor centre, with the possibility of more funding once more detailed financial information is provided at the August meeting of Council.

CARRIED

ACTION: *PCHS has applied for other grant funding but will not hear back until July. Council has asked PCHS to update their budget and financial documentation and come back to council with more detailed plans and information in August. Staff will add this to the August agenda.*

G-2—Rainbow Wharf – Pile Damage

2026-05-085—Moved by Mayor Cabianga, seconded by Councillor Falconbridge, THAT Council receive the information on pile damage at the Rainbow Wharf.

CARRIED

ACTION: *PW staff to review the report from 3-4 years ago, inspect the site and document the current damage. Staff to get a quote to evaluate the Rainbow Wharf structure and bring back to Council, to determine a safe load limit for what is there now, and the cost of any repairs required.*

G-3—Canada Day Celebrations

ACTION: *The Canada Day Committee is meeting this Thursday. Last year Council recommended that the Committee needs help. Mayor Cabianga and Councillor Falconbridge will attend the meeting on Thursday. Staff may be able to assist with advertising, getting permits, and sending out invitations to participate in the parade.*

G-4 – UBCM Meeting Schedule

ACTION: CAO Dobson to distribute the UBCM Meeting Schedule to Council. CAO Dobson encouraged them to review to identify any meetings they would like to schedule with the Premier or Ministers. For a meeting with the Premier, we must apply by June 24th. CAO Dobson recommended that Council get together, look at the issues and then decide what meetings to request.

Mayor Cabianca stated that he has already applied for meetings with the Ministers of Education and Child Care, and Municipal Affairs and Housing. He also noted that the NCRD typically meets with the Ministers of Transportation, Forestry, Municipal Affairs and Housing, and Indigenous Relations and Reconciliation, and the Northern Health Authority, and that he would be attending those meetings as well.

8. NEW BUSINESS

9. REPORTS & DISCUSSIONS

Councillor Falconbridge—Attended the May 1, 2026, Special Meeting of Council. Participated in the Moose Hide campaign on May 14th. Attended Harbour Day in Masset on 16th. Noted that it is Paramedics Appreciation week this week, and Nurses Appreciation last week.

Councillor Reindl—Nothing to report.

Mayor Cabianca—Attended NCRD meeting last Friday and Regional Hospital meeting last Saturday. Welcome back to Ruby Decock who has joined the Village as a contractor.

R-1—INFO—Regular Report on Current Operations—CAO Dobson

CAO Dobson—Have asked our Public Works Working Forman (PWWF) Chris Doyle to provide a verbal report per Council resolution 2026-04-054 from the April 20, 2026 Regular Council Meeting regarding Waterfront Remediation of 117 Bayview Drive

PWWF Doyle—Based on an inspection of the subject property, the top soils are eroding away, but the Village pipes are buried between 4 and 5 feet underground with rocks and boulders for protection. Therefore, as the Village infrastructure is not endangered by the erosion, there is no need for the Village to conduct any works on the easement. A response has been sent to the property owner.

CAO Dobson—Our Asset Management Plans were last updated in 2019. Staff have reached out to the person who did the update to initiate discussions for a new update.

2026-05-086—Moved by Councillor Reindl, seconded by Mayor Cabianca, THAT Council receives the written and verbal reports from Council and Staff.

CARRIED

10. ACTION ITEMS

11. QUESTIONS FROM THE PUBLIC & PRESS

12. IN-CAMERA

90(1) a part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

- (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality

2026-05-087—Moved by Mayor Cabisanica, seconded by Councillor Reindl, THAT Council moves in-camera as per section 90(1)(a) of the *Community Charter* at 7:50 PM
CARRIED

NOTE: Contractor, Lori Wiedeman, left the meeting at 7:50 PM.

13. RISE AND REPORT

Council approves the passing of the probationary period of Mariana Alejandra Sierra Cabrera and Leidys Irina Barrios Barona in the Port Clements Volunteer Fire Department and appoint them to serve on the Fire Department.

14. ADJOURNMENT

2026-05-088—Moved by Councillor Falconbridge, THAT Council adjourns this meeting at 8:03 PM.
CARRIED

Mayor Scott Cabisanica

CAO Marjorie Dobson



The Corporation of the
District of Central Saanich

May 21, 2026

Honourable Christine Boyle, Minister of Housing and Municipal Affairs
Parliament Buildings Victoria, BC V8V 1X4
Via email: HMA.minister@gov.bc.ca

The Honourable Brenda Bailey, Minister of Finance
PO Box 9048 Stn Prov Govt, Victoria, BC V8W 9E2
Via email: FIN.Minister@gov.bc.ca

Dear Ministers Boyle and Bailey,

RE: Request for Dedicated Provincial Funding to Support Municipalities That Achieve Provincially Mandated Housing Targets

On behalf of the Council of the District of Central Saanich, I am writing to acknowledge the Province of British Columbia's leadership in addressing the housing crisis through the establishment of mandatory housing targets for local governments. We share the Province's commitment to increasing housing supply and supporting complete, livable communities across British Columbia.

The District of Central Saanich has proactively responded to provincial housing initiatives and requirements. Council and staff have undertaken significant planning, policy, and regulatory work to facilitate increased housing supply, including substantive housing-related land use policy changes, zoning bylaw amendments, and updates to our Official Community Plan. These actions required considerable municipal resources and reflect Council's strong commitment to meeting, and in several cases exceeding, our provincially mandated housing targets.

While Central Saanich is proud of its progress, the rapid pace and scale of housing delivery required to meet provincial targets generates corresponding growth-related pressures on municipal operations, neighbourhood livability, and community infrastructure. Increased development activity places added demands on staff capacity, traffic and transportation systems, water, sewer, stormwater, and utility infrastructure, as well as parks, recreation facilities, and other public amenities that support a high quality of life.

Local governments that demonstrate leadership and compliance with provincial housing mandates play a critical role in achieving shared provincial objectives. To that end, Council respectfully requests that the Province establish a dedicated funding stream for municipalities that have successfully implemented housing-enabling policy and regulatory changes and achieved or exceeded their housing targets. Such a program would recognize municipal leadership, incentivize continued housing creation, and ensure communities have the tools necessary to manage growth responsibly.

Specifically, the District of Central Saanich urges the Province to consider funding that may be allocated to:

- **Municipal operational capacity, including staffing and systems required to manage increased development activity and service demands;**
- **Neighbourhood infrastructure improvements, such as traffic calming initiatives, pedestrian safety enhancements, and active transportation infrastructure;**
- **Civil infrastructure upgrades, including water, sewer, stormwater, and utility capacity expansions required to support additional housing; and**
- **Public amenities, including parks, recreation facilities, community spaces, and other infrastructure that contributes to complete, livable, and resilient neighbourhoods.**

Central Saanich has demonstrated strong alignment with provincial housing objectives through timely policy implementation and regulatory reform. However, without dedicated growth-related funding, municipalities risk falling behind in delivering the infrastructure and services needed to support the very housing supply the Province seeks to accelerate.

We would welcome the opportunity to work collaboratively with the Province to further refine this approach and to share Central Saanich's experience as a community that has embraced housing reform. Council also intends to share this correspondence with the Union of British Columbia Municipalities and neighbouring local governments to support broader regional and provincial advocacy on this matter.

Thank you for your continued partnership and leadership in addressing British Columbia's housing challenges. We look forward to your consideration of this request and to ongoing collaboration to support sustainable growth and livable communities. Should you have any further questions please do not hesitate to contact our Director of Planning and Building Services, at Jarret.Matanowitsch@csaanich.ca.

Sincerely,

Mayor Ryan Windsor

cc: Union of British Columbia Municipalities (UBCM)

c-1

From: Jesse Embree <business@haidagwaiifutures.ca>
Sent: May 22, 2026 4:35 PM
To: HGCF General Manager <gm@haidagwaiifutures.ca>
Subject: Planning for Non-Profit Open House - Oct. 8th at the Small Hall

Hi there,

I'm excited to let you know that Haida Gwaii Community Futures is working alongside Gwaii Trust and Haida Gwaii Recreation on organizing a Non-Profit Open House for this fall on October 8th! I've had the chance to speak with many of you over the last couple of weeks and was glad to hear that so many think this sounds like a worthwhile undertaking and are looking forward to taking part.

As we work to organize, we are looking for feedback from Staff and Board members to the following questions:

- Will members of your organization be able to attend? If yes roughly how many?
- Would your organization like to have a table as part of the open house?
- What topics would you like to see speakers present on?
- Would your senior staff or board chair be interested in being on the panel for the panel discussions?

You'll also find attached a copy of our draft poster and schedule for the day. Please share with your Board and Staff as well as anyone else who may be interested. Thanks so much, looking forward to connecting as we work on fine tuning the planning for this event.

Thanks/ Merci/ Haawa/ Hàw'aa
Jesse Embree
Business Development Officer
250.637.1526
business@haidagwaiifutures.ca
(He/Him)
Like us [on Facebook!](#)



Proud and Grateful be able to do good work, live and play on the ancestral and unceded territory of the Haida Nation on Haida Gwaii

C-2

NON-PROFIT OPEN HOUSE

Come learn about local non-profits, explore volunteer and career opportunities, and build partnerships that make a difference.



WHERE:
SKIDEGATE
SMALL HALL

Skidegate, Haida Gwaii



WHEN:
THURSDAY
OCTOBER 8TH
1:00PM – 7:00PM



ENJOY:
SNACKS &
LIGHT DINNER
Everyone Welcome!

AN AFTERNOON & EVENING OF CONNECTION AND LEARNING



NETWORK
Meet local non-profits, board members, volunteers, staff and community members.



SHOWCASE
Non-profits. Share your services, programs, career and volunteer opportunities.



PANEL DISCUSSIONS
Hear from leaders and learn about community impact and collaboration.



PROFESSIONAL DEVELOPMENT
Gain tools, insights and inspiration to strengthen your work and impact.



Interested in joining a board? Come explore what it's all about!



QUESTIONS? CONTACT HAIDA GWAII COMMUNITY FUTURES
GM@HAIDAGWAIIFUTURES.CA | 250-626-5594



THANK YOU TO OUR EVENT SPONSORS AND ORGANIZERS



NON-PROFIT OPEN HOUSE



THURSDAY, OCTOBER 8TH 1:00PM – 7:00PM
SKIDEGATE SMALL HALL, SKIDEGATE, HAIDA GWAII

SCHEDULE OF THE DAY

NOON – 1:00PM
 SET UP

1:00 – 1:30PM
 DOORS OPEN
Sign-in, explore tables and network.

1:30 – 1:45PM
 WELCOME AND OPENING REMARKS

1:45 – 2:45PM
 STAFF PANEL DISCUSSION
Pulling back the curtain on running a non-profit or society

3:00 – 4:00PM
 STAFF PRO-D SPEAKER
TBD

4:15 – 5:15PM
 BOARD CHAIR PANEL DISCUSSION

5:15 – 6:00PM
 OPEN HOUSE NETWORKING
Light Dinner Served

6:00 – 6:45PM
 BOARD PRO-D SPEAKER
TBD

6:45 – 7:00PM
 WRAP UP, CLOSING REMARKS



QUESTIONS? CONTACT HAIDA GWAII COMMUNITY FUTURES
business@haidagwaiifutures.ca | 250-626-5594



C-2

62nd SANDSPIT LOGGERS SPORTS DAY JULY 25TH, 2026

% SANDSPIT COMMUNITY SOCIETY

P.O. BOX 459

SANDSPIT, BC V0T 1T0

admin@sandspitcommunitysociety.com

RE: Invitation and request for donations for Loggers Sports Day 2026

RECEIVED

MAY 26 2026

Village of Port Clements



Dear Business Owner,

Mid-summer in Sandspit will once again be marked by a competitive day of sport, heritage, and good times for people of all ages. Out of the competition will emerge a King, Queen, Novice, Junior, and Peewee Logger with exclusive bragging rights for a year!

Loggers Sports Day is Sandspit's annual summer public event. In order to hold the event the Loggers Sports Day Committee relies entirely on donations from local businesses and individuals and the time contributed by volunteers. Your generosity and contribution makes a significant difference to the success and size of the event and we are counting on businesses and groups to help us out again this year. Donations in the form of cash, gift certificates, gifts, and or supplies will be greatly appreciated and acknowledged at the event and published.

The Sandspit Loggers Sports Day Committee thanks you in advance for all you can do to assist with our annual Moresby Island tradition! We hope to see you and yours on the grounds July 25th, 2026!

Sincerely,
Loggers Sports Day Committee

Please make all cheques payable to: Sandspit Community Society
E-transfers can be made to: admin@sandspitcommunitysociety.com

C-3

2026 PROVINCIAL APPOINTMENT BOOK FOR UBCM CONVENTION

Meeting Requests with:

The Premier, Cabinet Ministers, and
Provincial Government Staff from Ministries,
Agencies, Commissions, and Corporations (MACCs)
at the 2026 UBCM CONVENTION

Vancouver, British Columbia



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INTRODUCTION

The Provincial Appointment Book provides UBCM local government and First Nations members instructions on requesting meetings with the Premier and Cabinet Ministers, to be scheduled during the week of 2026 UBCM Convention.

As a new approach in 2026, Ministry, Agency, Commission, and Corporation (MACC) staff meetings between provincial public service staff and UBCM members will be held **virtually during the week prior** to the UBCM Convention.

Details on each MACC's programs, projects, and areas of responsibility are also included in this document.

Meeting Details

Meetings with the **Premier and Cabinet Ministers** will be 15 minutes in length and will take place **in person** during the following dates:

**Monday, September 14 to
Friday, September 18**
Vancouver Convention Centre,
East Building, 2nd Level

Meetings with **MACC staff** will be 30 minutes in length (20 minutes for the Ministry of Transportation and Transit), and will take place **virtually** during the following dates:

**Tuesday, September 8 to
Friday, September 11**
Virtually
Prior to UBCM Convention

MEETING REQUEST INFORMATION AND LINKS

Honourable David Eby, Premier and Cabinet Ministers

Including Ministers of State and
Parliamentary Secretaries

Click: [Premier and Cabinet Ministers
Meeting Requests](#)

Invitation Code: MeetingRequest2026
(case sensitive)

Deadline: June 24, 2026, 6:00 pm PST

Contact:

Hernani Miranda & Katie Carrothers
Premier and Cabinet Ministers Meeting
Coordinators
250 213-3856
UBCM.Meetings@gov.bc.ca

Timeline:

Meeting regrets will be communicated
by **mid-August**, and meeting
confirmations will be sent by **early
September**.

Provincial Government MACC Staff

Ministries, Agencies, Commissions,
and Corporations

Click: [MACC Staff Meeting Requests](#)

Invitation Code: MACCStaff2026
(case sensitive)

Deadline: August 5, 2026, 6:00 pm PST

Contact:

Sarah Staszkiel
MACC Staff Meeting Lead
778 405-1784
IGRS.UBCM.MeetingRequests@gov.bc.ca

Timeline:

Meeting regrets will be communicated **as
they arise**, and meeting confirmations
will be sent by **September 2** or sooner.

Marjorie Dobson

From: ESDC.WT.BDSB.NHSP.VAN.GD-GD.VAN.HNPS.DGSVP.WT.EDSC
<ESDC.WT.BDSB.NHSP.VAN.GD-GD.VAN.HNPS.DGSVP.WT.EDSC@servicecanada.gc.ca>
Sent: June 9, 2026 11:48 AM
Subject: OPEN - New Horizons for Seniors Program CFP 2026-27 - OUVERT - Appel de propositions le cadre du Programme Nouveaux horizons pour les aînés 2026-27
Attachments: nhsp-poster-northern-en.pdf; nhsp-poster-northern-fr.pdf

OPEN - New Horizons for Seniors Program for Community-Based Projects Call for Proposals 2026-2027 - June 2 to July 14, 2026

Hello,

On **June 2, 2026**, the Government of Canada launched the New Horizons for Seniors Program (NHSP) 2026-2027 call for proposals (CFP) for community-based projects across Canada.

The deadline to submit applications will be on **July 14, 2026, at 3:00 p.m. Eastern Daylight Time**. Organizations will have a total of 6 weeks to submit their applications. The information on the [NHSP web pages](#) will help you learn more about this funding opportunity.

★ **NEW** – Please take note of the following important updates for this 2026-2027 NHSP Call for Proposals:

Increase in the maximum grant amount

The maximum grant amount has been raised to **\$50,000** to enhance project impact and address inflation. A limit of \$25,000 will be set for capital assistance expenditures to ensure some of the funding supports activities that benefit seniors.

Mandatory Canada Revenue Agency number

A valid [Canada Revenue Agency Business number](#) is required to apply under the 2026-2027 CFP.

Change in assessment criteria

Additional points will be awarded to applications from established organizations with a mandate or mission primarily focused on seniors.

GCOS is the online platform to apply

The method of submission under the 2026-2027 CFP will be done through the [Grants and Contributions Online Services \(GCOS\)](#) portal. Applicant organizations are invited to begin registering for the online service now.

If you are unsure whether you or someone in your organization previously created a GCOS account, please contact the GCOS team at NA-GCOS-SELSC-GD@hrsdc-rhdcc.gc.ca.

The NHSP supports projects that address the following objectives:

- Promoting volunteerism among seniors and other generations;
- Engaging seniors in the community through the mentoring of others;
- Expanding awareness of elder abuse, including financial abuse;
- Supporting the social participation and inclusion of seniors; and
- Providing capital assistance for new and existing community projects or programs for seniors.

Registration for [Grants and Contributions Online Services \(GCOS\)](#) requires a business number from the Canada Revenue Agency (CRA). This is a one-time process that enables you to securely submit online applications for funding opportunities offered by Employment and Social Development Canada (ESDC).

We encourage you to follow *Seniors in Canada* on [Facebook](#) and on [X](#) or access canada.ca/seniors to obtain the most up-to-date information about the benefits, programs and initiatives available to seniors. Additionally, we ask you to follow and share our content to help spread the word about the funding for Community-based projects under the 2026-2027 New Horizons for Seniors and other important seniors-related announcements. Feel free to use #SeniorsInCanada to join the conversation.

Information Sessions

If you are interested in attending a virtual Information Session, **register here**:

To register, please proceed as follows:

1. Select from the table below your preferred session in the language of your choice,
2. Click on the link to register,
3. Keep the confirmation email in which you will receive a link to join the information session.
4. If you are no longer able to attend the session, you are invited to [unregister](#) via [the confirmation email](#).

English sessions:

[Tuesday, June 9 – 9 am PT / 10 am MT / 11 am CT / 12 pm ET](#)

[Wednesday, June 17 – 9 am PT / 10 am MT / 11 am CT / 12 pm ET](#)

[Thursday, June 25 – 12 pm PT / 1 pm MT / 2 pm CT / 3 pm ET](#)

[Friday, July 3 – 12 pm PT / 1 pm MT / 2 pm CT / 3 pm ET](#)

French sessions:

Tuesday – June 9 – 12 pm PT / 1 pm MT / 2 pm CT / 3 pm ET

Wednesday, June 17 – 12 pm PT / 1 pm MT / 2 pm CT / 3 pm ET

Friday, July 3 – 9 am PT / 10 am MT / 11 am CT / 12 pm ET

Northern Session:

Open to organizations operating in the Yukon, Northwest Territories and Nunavut only (session delivered in English):

Thursday, June 25 – 9 am PT / 10 am MT / 11 am CT / 12 pm ET

For more information on this call for proposals, contact: [New Horizons for Seniors Program - Community-based projects](#).

Questions?

If you have questions, need help or require an accommodation with this application process, contact us at:

New Horizons for Seniors Program
Government of Canada
270 - 220 4th Avenue South-East
Calgary AB T2G 4X3
Email: W-T-NHSP-PNHA@servicecanada.gc.ca
Telephone: 1-855-312-0400

***Please share this notice with other senior-focused organizations in your community.*

This message has been approved by Service Canada.

Contact us if you wish to [unsubscribe](#).

+++++

OUVERT - Appel de propositions 2026-2027 pour les projets communautaires dans le cadre du Programme Nouveaux horizons pour les aînés – du 2 juin au 14 juillet 2026

Le 2 juin 2026, le gouvernement du Canada lancera l'Appel de propositions (AP) de 2026-2027 pour des projets communautaires dans le cadre du Programme Nouveaux Horizons pour les aînés (PNHA) partout au Canada.

La date limite pour présenter une demande sera le **14 juillet 2026 à 15 h, heure avancée de l'Est**. Les organismes auront 6 semaines pour soumettre leur demande. Les renseignements sur les [pages](#)

C-5

Marjorie Dobson

From: Corporate Officer <corporateofficer@ncrdbc.com>
Sent: June 10, 2026 3:49 PM
To: info@ccrd.ca; chn.skidegate@haidanation.com; RECEPTION@GITGAAT.CA; DeborahR@GitxaalaNation.com; adminassist@laxband.com; kpahl@metlakatla.ca; info@coastalfirstnations.ca; info@nunumus.ca; kitasooband@gmail.com; communication@wuikinuxv.net; cityhall@princerupert.ca; info@portedward.ca; haida@skidegate.ca; reception@omvc.ca; admin@masset.ca; office@daajinggiids.ca; Office; communication@wuikinuxv.net
Subject: Correspondence from the North Coast Regional District - North and Central Pacific Coast Ferry Service Levels – Invitation for Joint Advocacy
Attachments: 2026.06.10 Central and North Pacific Coast Ferry Service Levels Request For Support.pdf

Please see attached correspondence from the North Coast Regional District regarding an invitation to jointly advocate for improved North and Central Pacific Coast ferry services.

Thank you for your time and attention, should you be interested or have any questions please contact the office of the North Coast Regional District.

Kind regards,



Caiden Edwards

Corporate Officer | **North Coast Regional District**

P: 250.624.2002 (ext. 2)

A: 205 - 815 1st Avenue West, Prince Rupert BC, V8J 1B3

Mail: 730 2nd Avenue West, Prince Rupert BC, V8J 1H3

T: 888.301.2002 | **F:** 250.627.8493

www.ncrdbc.com

[@NorthCoastRegionalDistrict](#)

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June 10, 2026

Central Coast Regional District

Email:
info@ccrd.ca

Gitxaala first Nation

Email:
DeborahR@GitxaalaNation.com

Heiltsuk First Nation

Email:
info@coastalfirstnations.ca

Wuikinuxv First Nation

Email:
communication@wuikinuxv.net

Skidegate Band Council

Email:
haida@skidegate.ca

Village of Daajing Giids

Email:
office@daajinggiids.ca

Council of the Haida Nation

Email:
chn.skidegate@haidanation.com

Lax Kw'alaams Band

Email:
adminassist@laxband.com

Nuxalk First Nation

Email:
info@nunumus.ca

City of Prince Rupert

Email:
cityhall@princerupert.ca

Old Masset Village Council

Email:
reception@omvc.ca

Village of Port Clements

Email:
Office@portclements.ca

Gitga'at First Nation

Email:
Reception@gitgaat.ca

Metlakatla First Nation

Email:
kpahl@metlakatla.ca

Kitsao First Nation

Email:
kitsaooband@gmail.com

District of Port Edward

Email:
info@portedward.ca

Village of Masset

Email:
admin@masset.ca

Wuikinuxv Nation

Email:
communication@wuikinuxv.net

Re: North and Central Pacific Coast Ferry Service Levels – Invitation for Joint Advocacy

Dear Communities of the Northern and Central Pacific Coast,

On behalf of the Board of the North Coast Regional District (NCRD), I am writing to invite you to meet and discuss concerns regarding ferry service levels provided by BC Ferries and their impacts on coastal communities.

The NCRD has consistently advocated to the government of B.C., the Ministry of Transportation and Transit, BC Ferries, and other transportation stakeholders for improvements to ferry services servicing the North Coast, Haida Gwaii, and Southeast Alaska. Reliable ferry transportation is essential to the social and economic well-being of our coastal communities, and ongoing service challenges continue to affect residents, businesses, and visitors throughout the region.



730 2nd Avenue West
Prince Rupert BC, V8J 1H3



P: 250.624.2002
TF: 888.301.2002



W: www.ncrdbc.com
F: 250.627.8493

c b



To strengthen these advocacy efforts, the NCRD is seeking to work collaboratively with ferry-dependent communities along the North and Central Pacific Coast to identify shared concerns and advocate for improved ferry service levels.

The NCRD proposes sending a joint-advocacy letter addressed to the Province of B.C., the Ministry of Transportation and Transit, and BC Ferries. NCRD staff are happy to coordinate drafting a proposed letter based on feedback received from participating stakeholders.

If you share these concerns regarding ferry service levels and would be interested in contributing to a coordinated advocacy effort, the NCRD would welcome the opportunity to meet with you.

Following these discussions, NCRD staff will circulate a revised advocacy letter for review and will respectfully request permission from participating signatories to include their logos and signatures.

If you are interested in meeting to discuss ferry service levels, or if you have any questions, please contact Daniel Fish, Chief Administrative Officer, by July 6, 2026 at Cao@ncrdbc.com. NCRD staff would be pleased to provide any additional information or support regarding these efforts.

Thank you for your time and attention to this matter, the NCRD is looking forward to collaboratively advocating with all who share concerns on this important topic.

Sincerely,

A handwritten signature in black ink, appearing to read "Barry Pages".

Barry Pages
Chair



730 2nd Avenue West
Prince Rupert BC, V8J 1H3



P: 250.624.2002
TF: 888.301.2002



W: www.ncrdbc.com
F: 250.627.8493

Handwritten initials "C b" and a diagonal line.

Marjorie Dobson

From: UBCM <ubcm@ubcm.ca>
Sent: June 4, 2026 3:36 PM
To: Marjorie Dobson
Subject: Memo from UBCM President on Heritage Conservation Act

Please distribute accordingly. View the document [here](#).



June 4, 2026

TO: Mayor and Council; Chair and Board; Chief and Council; CAOs

FROM: Councillor Cori Ramsay
President, Union of BC Municipalities

RE: Next phase of Provincial outreach for *Heritage Conservation Act*

Dear colleagues,

I am writing to you to provide an update from the Union of B.C. Municipalities on the next phase of the Province's outreach on the *Heritage Conservation Act* (HCA).

Background

The approach adopted by the Province to renewing the antiquated HCA has been a matter of considerable concern and action for UBCM since last August. UBCM has maintained from the very start of this process that it is important for the Province to renew the HCA, improve archaeological conservation, and work with First Nations leaders as it develops potential changes to the existing legislation.

We have also said that the Province's decision to work exclusively with First Nations leaders when determining solutions to amend the legislation left local governments outside of the most critical step of the policy process. The resulting proposals did not appropriately balance the full range of interests held by the various stakeholders and demonstrated gaps that would have benefited from the inclusion local government expertise. While the Province has addressed some of the concerns that have been identified, these have been piecemeal.

Earlier this spring the Province shared a technical policy paper and asked for feedback within a 30-day window. UBCM, local governments, business organizations and others responded to this opportunity, providing detailed input. However, the fact that the province had a three-column briefing document that outlined proposed changes to legislation just days after the

close of the input period indicated that the Province did not take sufficient time to consider and integrate the feedback provided. To ensure UBCM's ability to speak publicly about the proposed changes and to affirm the need for a more transparent, collaborative approach to renewing the HCA, UBCM declined to sign a non-disclosure agreement to review the Province's briefing document.

What We are Asking For

UBCM has communicated to the Minister that the best option to restore trust in the process and to avoid unintended consequences from the ultimate legislation is to bring together a technical working group of First Nations, local government and business representatives. This should have been the approach from the start, and it is not too late to do the right thing now.

We have also asked that before passing a sweeping overhaul to the current legislation, the Province pilot implementation in a few communities to refine the key concepts for the legislation. This option has been dismissed by the Province out of hand as being impossible, but UBCM continues to believe that there is precedent and a means for doing so. We maintain that this would be a wise course of action for all parties and will strengthen the support for the final legislation.

What Will Happen Next

The Province has not taken up UBCM's request for a working group of technical experts to continue policy work to support better legislation. Instead, it will be hosting a set of regional information sessions to present its intentions for legislation this fall. It is our understanding that notifications of these meetings have been sent to our members directly, and that there is a solid level of sign-ups so far. We encourage our members to attend these sessions.

UBCM will attend these meetings virtually to monitor feedback from our members, and we have requested the opportunity to provide an opening comment.

We remain engaged in the overall process for the transformation of the HCA and will do so in a manner that does not sacrifice the principle of effectively representing the interests of our members. It is our view that signing a non-disclosure agreement would impair our ability to communicate with our members, First Nations leaders, and the public, and that it would be unwise to sign at this critical juncture.

Next Steps for UBCM

We expect the latest outreach from the Province to be concluded in June, and that the Province intends to introduce legislation this fall.

UBCM has dedicated considerable resources to this file, and that will not change. Since last August: we featured the HCA at the 2025 Convention; led a consultation process with our members resulting in a thorough submission; provided a second submission to the Province's technical paper this spring; met with the Minister on several occasions and exchanged correspondence; and engaged with staff at the Ministry of Forests.

We will continue to engage with the Province to seek a better course of action consistent with our proposals for a technical working group and pilot program for key elements of the legislation and potential regulation. If you have any questions or comments about the process to renew HCA legislation, please contact our **office**.

Sincerely,



Councillor Cori Ramsay
President, Union of BC Municipalities

Please distribute this memo to Mayor and Council; Chair and Board; Chief and Council; CAOs

Union of BC Municipalities | 525 Government Street | Victoria, BC V8V 0A8 CA

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The Corporation of the District of Saanich | Mayor's Office
770 Vernon Avenue Victoria BC V8X 2W7 | T 250-475-5510 | www.saanich.ca

VIA EMAIL
May 19, 2026

The Honourable David Eby, Premier
The Honourable Adrian Dix, Minister of Energy and Climate
The Honourable Kelly Greene, Minister of Emergency Management and Climate Readiness
The Honourable Christine Boyle, Minister of Housing and Municipal Affairs
The Honourable Brenda Bailey, Minister of Finance

Email: Premier@gov.bc.ca, ECS.Minister@gov.bc.ca, EMCR.Minister@gov.bc.ca,
HMA.Minister@gov.bc.ca, FIN.Minister@gov.bc.ca

Dear Premier Eby, Minister Dix, Minister Greene, Minister Boyle, and Minister Bailey:

RE: BC Local Government Climate Action Program (LGCAP) – Funding Continuation

On May 11, 2026, Saanich Council passed the following motion:

That Council direct the Mayor to send a letter to the Province and Local MLA's, as per the draft provided, outlining the need for continued Local Government Climate Action Program (LGCAP) funding and share this letter with the Capital Regional District Board of Directors, other BC municipal elected officials and Chief Administrative Officers.

On behalf of Saanich Council, I'm respectfully requesting your consideration for the need for the Province to continue to fund the Local Government Climate Action Program (LGCAP). In February 2026, the Provincial Government released the 2026/27–2028/29 Service Plan for the Ministry of Energy and Climate Solutions. The plan does not appear to include funding for the renewal of the LGCAP. As long-standing local government partners of the Province, we are concerned that the implications of allowing this funding to lapse may not be fully understood.

For more than 15 years, the Province has provided consistent annual climate action funding to local governments, recognizing our essential role in meeting provincial greenhouse gas (GHG) reduction targets and climate adaptation goals. LGCAP and its predecessor, the Climate Action Revenue Incentive Program (CARIP), have provided a critical and reliable source of dedicated funding that enables municipalities to resource staff capacity, support community climate initiatives, deliver key GHG reduction and adaptation programs, and leverage other utility funding and provincial and federal grants. Many of these initiatives directly support the goals of the CleanBC Roadmap and the Climate Preparedness & Adaptation Strategy.

This funding arrangement and the projects and programs enabled have led to a nearly 50% reduction in Saanich's corporate GHG emissions and a nearly 20% reduction in Saanich's community-wide GHG emissions from our 2007 baseline. We have realized significant transportation mode shifts, from 17% of trips taken by transit and active transportation in 2011, to 26% today; we have seen over 2,300 Saanich households replace their fossil fuel heating systems with heat pumps to deliver efficient heating and protective cooling; we have completed

comprehensive climate risk assessments of Saanich infrastructure to ensure we are planning and investing effectively for the climate changes ahead. Provincial investments in local government action have been working, but there is more to do. Local government partners have valuable insights that should inform the next iteration of this successful program.

Municipal budgets are under significant pressure to fund core services and respond to the increasingly costly impacts of accelerating climate changes, including devastating floods, wildfires, and extreme heat. Removing dedicated Provincial climate action funding will create a shortfall that cannot be replaced without significant impacts to local taxpayers. While we appreciate the various climate-related grants currently available through the Province, these programs are competitive, time-limited, and often difficult to access due to requirements for matching funds and the staff capacity needed to prepare and manage applications and implement projects. They have also been reduced in recent years. LGCAP has been the stable foundation that allows local governments to pursue these opportunities. Without it, many municipalities will be unable to apply for competitive grants or deliver community-focused climate programming that supports provincial objectives.

Over the last three years Saanich received approximately \$1.1 million from LGCAP, which staff successfully leveraged to secure approximately **\$1.0 million in additional external grant funding** (this excludes other major grants for capital projects such as corporate building retrofits and EV charging infrastructure which are in the \$multiple millions). This has contributed to a wide range of climate programs and projects that benefit Saanich residents and community including:

- Corporate and Community Climate Risk Assessments
- Community emissions inventories
- Strata Energy Advisor Program
- Top-up incentives for EV Ready Plans and retrofits in MURBs
- Climate Plan Update
- Fleet E Bike Program
- Tillicum Green Infrastructure Project
- Energy & Carbon Emissions reporting
- Gorge Coastal Flood Adaptation Strategy
- One Planet Saanich
- School climate education programs
- Rental Apartment Retrofit Accelerator
- Zero Waste initiatives
- Oil removal policy review

Local governments are on the front lines of planning for and responding to climate impacts and have direct or indirect influence over more than half of B.C.'s GHG emissions. The Province cannot meet its CleanBC targets, achieve its climate adaptation goals and protect BC residents from the increasing impacts of climate change without strong, resourced municipal partners.

LGCAP funding is essential to ensuring that local governments can continue to deliver climate action and prepare for climate impacts at the scale required.

Despite our long-standing partnership, local governments, including Saanich, were not consulted on the decision to cease funding for LGCAP. To staff's knowledge, no local government was engaged prior to the release of the Service Plan. While several months of LGCAP funding remains from the pre-payment for the 2026/27 year, many climate actions are multi-year projects, most external grants take months or years to determine, and many local governments fund staff using LGCAP, so work is already underway to prepare for the 2027-28 year and beyond based upon continued LGCAP funding. Certainty related to consistent, continuous funding is paramount.

C-8

As we collectively work to build a stronger, more sustainable Province, Council requests that the Province confirm their commitment to consistent, continuous LGCAP funding and we look forward to further collaboration on climate action and preparedness.

Sincerely,



Dean Murdock
Mayor

cc:

Hon. Nina Krieger, MLA Victoria Swan Lake <Nina.Krieger.MLA@leg.bc.ca>
Hon. Diana Gibson, MLA Oak Bay Gordon Head <Diana.Gibson.MLA@leg.bc.ca>
Hon. Lana Popham, MLA Saanich South <Lana.Popham.MLA@leg.bc.ca>
Saanich Council <council@saanich.ca>
CRD Board of Directors <crdboard@crd.bc.ca>
All BC Municipalities



2025 STATEMENT OF FINANCIAL INFORMATION FOR THE VILLAGE OF PORT CLEMENTS

**STATEMENTS AND SCHEDULES INCLUDED
IN THE STATEMENT OF FINANCIAL INFORMATION**

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Village of Port Clements
FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2025

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MANAGEMENT'S RESPONSIBILITY

The information and representations in the consolidated financial statements are the responsibility of management and have been approved by the Mayor and Council of the Village of Port Clements. The consolidated financial statements were prepared by management in accordance with Canadian Public Sector Accounting Standards and, where necessary, reflect management's best estimates and judgements at this time. It is reasonably possible that circumstances may arise which cause actual results to differ. Management does not believe it is likely that any differences will be material.

The Village of Port Clements maintains systems of internal accounting controls, policies and procedures to provide reasonable assurances as to the reliability of the financial records and safeguarding of its assets.

The Mayor and Council are responsible for ensuring that management fulfills its responsibilities for financial reporting and are ultimately responsible for reviewing and approving the consolidated financial statements.

The consolidated financial statements have been reviewed and approved by the Mayor and Council. The consolidated financial statements have been audited by FBB Chartered Professional Accountants LLP, the independent auditors, whose report follows.

May 6, 2026

Port Clements, British Columbia

INDEPENDENT AUDITOR'S REPORT

To the Mayor and Council,
Village of Port Clements

Opinion

We have audited the financial statements of Village of Port Clements, which comprise the consolidated statement of financial position as at December 31, 2025, and the consolidated statements of operations, changes in net financial assets and cash flows for the year then ended, and notes to the consolidated financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the financial position of the Village of Port Clements as at December 31, 2025, and its financial performance and cash flows for the year then ended in accordance with Canadian Public Sector Accounting Standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Village in accordance with ethical requirements that are relevant to our audit of the consolidated financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with Canadian Public Sector Accounting Standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Village's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the municipality or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the municipality's financial reporting process.

INDEPENDENT AUDITOR'S REPORT (continued)

Auditor's Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgement and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the municipality's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the municipality's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the municipality to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

May 6, 2026

Prince George, British Columbia

FBB Chartered Professional Accountants LLP

Village of Port Clements

Consolidated Statement of Financial Position

As at December 31, 2025

	2025	2024
Financial assets		
Cash and investments	\$ 10,705,612	\$ 8,499,665
Taxes and accounts receivable (note 2)	244,115	228,245
	<u>10,949,727</u>	<u>8,727,910</u>
Financial Liabilities		
Accounts payable and accrued liabilities (note 3)	89,872	80,174
Liability for contaminated site (note 13)	2,310,787	3,475,900
Deferred revenue (note 4)	2,838,417	1,704,677
	<u>5,239,076</u>	<u>5,260,751</u>
Net financial assets	<u>5,710,651</u>	<u>3,467,159</u>
Non-financial assets		
Property acquired for taxes	9,202	9,202
Prepaid expenses	45,889	42,285
Tangible capital assets (note 5)	9,877,910	9,024,602
	<u>9,933,001</u>	<u>9,076,089</u>
Accumulated Surplus (note 8)	<u>\$ 15,643,652</u>	<u>\$ 12,543,248</u>

Approved by the Mayor and Council

Village of Port Clements

Consolidated Statement of Operations

For the year ended December 31, 2025

	2025 Budget (unaudited)	2025 Actual	2024 Actual
Revenue			
Property taxes	\$ 221,050	\$ 225,143	\$ 224,921
Grants in lieu	8,894	9,030	8,468
Sale of services	31,795	6,663	6,915
Revenue from own sources	222,784	234,960	273,326
Multi-purpose building rental	14,900	14,643	14,791
Unconditional grants (Schedule 1)	371,500	332,000	371,500
Conditional grants (Schedule 1)	4,791,145	3,209,759	1,667,232
Interest and penalties on taxes and user fees	100,308	378,821	316,801
Collections for other agencies	325,355	335,683	317,128
	<u>6,087,731</u>	<u>4,746,702</u>	<u>3,201,082</u>
Expenses			
Legislative	55,550	42,882	41,881
General administration	451,538	437,538	380,696
Emergency services	3,500	14,717	7,225
Protective services	71,100	60,487	40,918
Common services	83,740	64,628	78,406
Wharf	33,980	22,722	3,662
Small craft harbour	19,000	11,070	12,231
Roads and public works	65,150	43,450	65,991
Economic development	5,000	110,280	158,065
Parks, recreation and tourism	91,400	95,474	94,465
Water and sewer utility operations	231,880	163,997	195,371
Multi-purpose building maintenance	87,300	62,245	64,035
Fiscal services	5,400	5,221	2,140
Amortization	145,521	175,448	174,957
Payments to other agencies	325,355	336,139	317,536
	<u>1,675,414</u>	<u>1,646,298</u>	<u>1,637,579</u>
Annual Surplus	<u>4,412,317</u>	3,100,404	1,563,503
Accumulated surplus, beginning of year		<u>12,543,248</u>	<u>10,979,745</u>
Accumulated surplus, end of year (Note 8)		<u>\$ 15,643,652</u>	<u>\$ 12,543,248</u>

Village of Port Clements

Consolidated Statement of Changes in Net Financial Assets For the year ended December 31, 2025

	2025 Budget (unaudited)	2025 Actual	2024 Actual
Annual surplus	\$ 4,412,317	\$ 3,100,404	\$ 1,563,503
Amortization	-	175,448	174,957
Change in prepaid expenses	-	(3,604)	171,631
Transfer (to) from reserve funds	(1,742,163)	-	-
Disposition of tangible capital assets	-	-	1,288
Proceeds on sale of tangible capital assets	-	-	(1,288)
Acquisition of tangible capital assets	(2,670,154)	(1,028,756)	(639,559)
Increase in net financial assets	<u>\$ -</u>	2,243,492	1,270,532
Net Financial Assets, beginning of year		<u>3,467,159</u>	<u>2,196,627</u>
Net Financial Assets, end of year		<u>\$ 5,710,651</u>	<u>\$ 3,467,159</u>

Village of Port Clements

Consolidated Statement of Cash Flows

For the year ended December 31, 2025

	2025	2024
NET INFLOW (OUTFLOW) OF CASH:		
Operating Activities		
Annual surplus	\$ 3,100,404	\$ 1,563,503
Non-cash charges to operations		
Amortization	175,448	174,957
Gain on disposition of tangible capital assets	-	(1,288)
Liability for contaminated site	(1,165,113)	(967,760)
Changes in non-cash operating balances:		
(Increase) decrease in taxes and accounts receivable	(15,870)	(56,056)
Decrease in accounts payable and accrued liabilities	9,698	(22,554)
Decrease in deferred revenue	1,133,740	940,305
Decrease (increase) in prepaid expenses	(3,604)	171,631
	3,234,703	1,802,738
Capital Activity		
Proceeds on sale of tangible capital assets	-	1,288
Acquisition of tangible capital assets	(1,028,756)	(639,559)
Increase in cash and investments	2,205,947	1,164,467
Cash and investments, beginning of year	8,499,665	7,335,198
Cash and investments, end of year	\$ 10,705,612	\$ 8,499,665

Village of Port Clements

Notes to the Consolidated Financial Statements

For the year ended December 31, 2025

General

The Village of Port Clements is a municipality and provides general government, water, sewer and related services to the residents of Port Clements, British Columbia.

1. SIGNIFICANT ACCOUNTING POLICIES

a. Basis of Presentation

These consolidated financial statements reflect all revenues, expenses, assets and liabilities of the Village of Port Clements. It is the Village's policy to follow Canadian public sector accounting standards and apply such principles consistently. The consolidated financial statements have been prepared incorporating guidelines issued by the Public Sector Accounting Board (PSAB) of the CPA Canada Handbook as recommended by Municipal Affairs, Province of British Columbia.

The focus of Canadian public sector accounting standards is on the financial position of the Village and the changes thereto. The Consolidated Statement of Financial Position reflects the combined results and activities of the Village's Operating, Capital and Reserve Funds. The purposes of these funds are:

i. **Operating Funds**

Operating Funds are to be used to record the costs associated with providing Village services.

ii. **Capital Funds**

Capital Funds are used to account for the acquisition costs of the Village's Tangible Capital Assets, the accumulated amortization thereon, and the funding thereof including related long-term debt.

iii. **Reserve Funds**

Under the Local Government Act of the Province of British Columbia, the Mayor and Council of the Village may, by bylaw, establish Reserve Funds for specific purposes. Money in a Reserve Fund and interest thereon must be used only for the purpose for which the fund was established. If the amount in a Reserve Fund is greater than required, the Mayor and Council may, by bylaw, transfer all or part of the balance to another Reserve Fund.

Financial assets are economic resources controlled by the government as a result of past transactions from which future economic benefits may be obtained. Liabilities are present obligations of the government to others arising from past transactions, the settlement of which is expected to result in the future sacrifice of economic benefits.

Revenues are accounted for in the period in which the transactions or events occurred that gave rise to the revenues. Expenses are recorded in the period in which goods and services are acquired and a liability is incurred.

Village of Port Clements

Notes to the Consolidated Financial Statements

For the year ended December 31, 2025

1. SIGNIFICANT ACCOUNTING POLICIES (continued)

b. Restricted Financial Assets

Restricted financial assets include assets held in trust to be expended only in accordance with the conditions of the trust, and amounts from reserve funds set aside for future debt retirement or for future capital expenditures.

c. Revenue recognition

Taxes are recognized as revenue when they are levied. Sale of services and user fee revenues are recognized when the service or product is provided by the Village. Conditional grants are recorded as revenue when specified conditions have been met. Unconditional grants are recorded when funding is received or receivable. Revenues received where conditions have not yet been met are recorded as deferred revenue.

d. Tangible Capital Assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset, excluding all interest costs. Tangible capital assets received as contributions are recorded at their fair value at the date of receipt, and that fair value is also recorded as revenue. Assets under development or construction are not amortized until put into use.

Amortization is provided using the straight-line method at the estimated useful lives of the assets at the following rates:

Land	Nil
Buildings	20-150 years
Automotive	6-13 years
Fire department	10-30 years
Office equipment	15 years
Tools and equipment	4-20 years
Parks and recreation	3-100 years
Roads and sidewalks	20-40 years
Biomass heating system	50-70 years
Solar Panel	15 years
Water system	4-140 years
Sewer system	165 years

e. Property acquired for taxes

Property acquired for taxes is recorded at acquisition cost.

Village of Port Clements

Notes to the Consolidated Financial Statements

For the year ended December 31, 2025

1. SIGNIFICANT ACCOUNTING POLICIES (continued)

f. Use of Estimates

The preparation of consolidated financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, at the date of the consolidated financial statements and the reported amounts of revenues and expenses during the period. Significant areas requiring the use of management estimates include: determination of accrued sick benefits, collectibility of accounts receivable, amortization of tangible capital assets, liability for contaminated site and provisions for contingencies. Actual results could differ from those estimates. Adjustments, if any, will be reflected in operations in the period of settlement.

g. Liability for contaminated sites

The Village recognizes a liability for contaminated sites as at the reporting date when:

- a) an environmental standard exists;
- b) contamination exceeds the environmental standard;
- c) the government:
 - (i) is directly responsible; or
 - (ii) accepts responsibility;
- (d) it is expected that future economic benefits will be given up; and
- (e) a reasonable estimate of the amount can be made.

An asset acquired as part of remediation is recorded as an expense if the asset has no alternate use.

2. TAXES AND ACCOUNTS RECEIVABLE

	<u>2025</u>	<u>2024</u>
Property taxes	\$ 27,769	\$ 43,835
Utilities	22,236	26,474
Sales taxes	114,517	70,430
Other receivables	<u>79,593</u>	<u>87,506</u>
	<u>\$ 244,115</u>	<u>\$ 228,245</u>

3. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

Trade and accrued liabilities	\$ 87,344	\$ 79,339
Payroll and withholding taxes	<u>2,528</u>	<u>835</u>
	<u>\$ 89,872</u>	<u>\$ 80,174</u>

Village of Port Clements

Notes to the Consolidated Financial Statements

For the year ended December 31, 2025

4. DEFERRED REVENUE

	2025	2024
Federal Gas Tax Community Works	\$ 272,004	\$ 552,741
Province of B.C. - Climate Action Program	127,203	202,537
Province of B.C. - Development approval process	96,663	151,141
Province of B.C. - EDMA Indigenous Engagement grant	81,100	40,000
Northwest Resource Benefit Alliance - 85% restricted	2,259,634	757,347
Prepaid taxes, business licences, fitness memberships	1,813	910
	<u>\$ 2,838,417</u>	<u>\$ 1,704,676</u>

The Village is a participant under the Community Works Fund that provides for the Village's receiving Federal gas taxes transferred under the New Deal for Cities and Communities signed by the Union of BC Municipalities, the Province of British Columbia, and the Government of Canada. Although the Village has some latitude in determining which projects to pursue, the agreement provides that projects should address the reduction of greenhouse gas emissions, cleaner air and cleaner water.

In 2025, the Village received funds as a local government member through the Northwest Resource Benefit Alliance providing \$50M in funding to all Northwest B.C. local governments. The Village's share of these funds was \$2,672,991. The terms of the agreement states that 85% of this amount must be expended on major capital projects and the Village has deferred this portion of the funds for major capital projects to occur in subsequent years.

5. TANGIBLE CAPITAL ASSETS

			2025	2024
	Cost	Accumulated Amortization	Net Carrying Amount	
Land	\$ 466,958	\$ -	\$ 466,958	\$ 466,958
Buildings	3,896,712	818,442	3,078,270	3,087,156
Automotive	678,591	147,316	531,275	561,908
Fire department	546,175	502,967	43,208	57,337
Office equipment	38,967	17,700	21,267	21,823
Tools and equipment	57,685	44,710	12,975	15,076
Parks and recreation	1,230,651	393,312	837,339	815,554
Roads and sidewalks	542,156	305,830	236,326	181,554
Biomass heating system	414,148	107,036	307,112	315,395
Solar Panel	151,900	96,206	55,694	65,821
Water system	3,465,655	454,698	3,010,957	2,159,332
Sewer system	1,630,195	353,666	1,276,529	1,276,688
	<u>\$ 13,119,793</u>	<u>\$ 3,241,883</u>	<u>\$ 9,877,910</u>	<u>\$ 9,024,602</u>

Village of Port Clements

Notes to the Consolidated Financial Statements

For the year ended December 31, 2025

5. TANGIBLE CAPITAL ASSETS (continued)

Tangible Capital Asset Additions for the year are as follows:

	Cost January 1, 2025	Additions	Disposals	Cost December 31, 2025
Land	\$ 466,958	\$ -	\$ -	\$ 466,958
Buildings	3,864,107	32,605	-	3,896,712
Automotive	678,591	-	-	678,591
Fire department	546,175	-	-	546,175
Office equipment	38,967	-	-	38,967
Tools and equipment	57,685	-	-	57,685
Parks and recreation	1,185,764	44,887	-	1,230,651
Roads and sidewalks	471,067	71,089	-	542,156
Biomass heating system	414,148	-	-	414,148
Solar panel	151,900	-	-	151,900
Water system	2,595,142	870,513	-	3,465,655
Sewer system	1,620,533	9,662	-	1,630,195
	<u>\$ 12,091,037</u>	<u>\$ 1,028,756</u>	<u>\$ -</u>	<u>\$ 13,119,793</u>

Amortization for the year is as follows:

	Balance January 1, 2025	Adjustments	Amortization	Balance December 31, 2025
Land	\$ -	\$ -	\$ -	\$ -
Buildings	776,951	-	41,491	818,442
Automotive	116,683	-	30,633	147,316
Fire department	488,838	-	14,129	502,967
Office equipment	17,144	-	556	17,700
Tools and equipment	42,609	-	2,101	44,710
Parks and recreation	370,210	-	23,102	393,312
Roads and sidewalks	289,513	-	16,317	305,830
Biomass heating system	98,753	-	8,283	107,036
Solar panel	86,079	-	10,127	96,206
Water system	435,810	-	18,888	454,698
Sewer system	343,845	-	9,821	353,666
	<u>\$ 3,066,435</u>	<u>\$ -</u>	<u>\$ 175,448</u>	<u>\$ 3,241,883</u>

Village of Port Clements

Notes to the Consolidated Financial Statements

For the year ended December 31, 2025

5. TANGIBLE CAPITAL ASSETS (continued)

	<u>2025</u>	<u>2024</u>
Details of asset additions:		
Water system - Tingley Street Watermain	\$ 716,773	\$ -
Water system - Well #3 & 4 Capital	38,522	136,920
Water system - Pumps, meters, & related upgrades	115,219	-
Paving	71,088	-
St. Marks Heat pumps	32,605	-
Public works yard - Quanset cover for seacan, crush	-	10,698
Computers for public works and office	-	2,787
2016 Ford F150 Public Works	-	14,766
Freightliner M2-106 Pumper Truck	-	467,636
Public works - landscaping equipment	-	6,752
Sewer lagoon capital	9,662	-
Mobi mats for Wharf	44,887	-
	<u>\$ 1,028,756</u>	<u>\$ 639,559</u>

6. NET ASSETS INVESTED IN TANGIBLE CAPITAL ASSETS

Net assets in tangible capital assets, beginning of year	\$ 9,024,602	\$ 8,560,000
Add: acquisition of tangible capital assets	1,028,756	639,559
Less: amortization	<u>(175,448)</u>	<u>(174,957)</u>
	<u>\$ 9,877,910</u>	<u>\$ 9,024,602</u>

Village of Port Clements

Notes to the Consolidated Financial Statements

For the year ended December 31, 2025

7. RESERVE FUNDS

	Balance January 1, 2025	Appropriations	Funds used	Balance December 31, 2025
Northern Capital and Planni	\$ 2,522,227	\$ 80,392	\$ (616,556)	\$ 1,986,063
Growing Communities Gran	618,006	27,712	-	645,718
NWRBA reserve	898,065	2,717,374	(769,756)	2,845,683
Latecomer's fee reserve	9,369	-	-	9,369
Fire department reserve	5,500	-	-	5,500
Bursary reserve	500	-	-	500
Planning fund reserve	3,595	-	-	3,595
	<u>\$ 4,057,262</u>	<u>\$ 2,825,478</u>	<u>\$ (1,386,312)</u>	<u>\$ 5,496,428</u>

These internally restricted net assets are not available for other purposes without the approval of mayor and council. Interest was added to the following reserves: NCPG grant reserve \$80,392, Growing Communities Fund \$27,712, and NWRBA reserve \$44,383.

During the year, the Province of B.C. announced an payout of the remaining 3 years to the Northwest Resource Benefit Alliance. The funds have been distributed to the member municipalities proportionately based on population; the Village received \$2,672,990 as its share.

8. ACCUMULATED SURPLUS

	2025	2024
General operating fund	\$ 5,056,030	\$ 3,402,344
Water system	(328,381)	509,555
Sewer system	(4,458,335)	(4,450,515)
Net assets invested in tangible capital assets (note 6)	9,877,910	9,024,602
Reserve funds (note 7)	5,496,428	4,057,262
	<u>\$ 15,643,652</u>	<u>\$ 12,543,248</u>

Village of Port Clements

Notes to the Consolidated Financial Statements

For the year ended December 31, 2025

9. COMMITMENTS AND CONTINGENCIES

- a. The Village is jointly and severally liable under the provisions of the Community Charter for any default on monies borrowed by the Village.
- b. Municipal Pension Plan

The Village and its employees contribute to the Municipal Pension Plan (Plan), a jointly trustee pension plan. The Board of Trustees, representing Plan members and employers, is responsible for overseeing the management of the Plan, including investment of the assets and administration of benefits. The Plan is a multi-employer defined benefit pension plan. Basic pension benefits provided are based on a formula. The Plan has about 273,000 active members and approximately 133,000 retired members. Active members include approximately 47,000 contributors from local governments.

Every three years an actuarial valuation is performed to assess the financial position of the Plan and the adequacy of Plan funding. The actuary determines an appropriate combined employer and member contribution rate to the fund. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate is then adjusted to the extent there is amortization of any funding deficit. The most recent valuation as at December 2024 indicated a funding surplus of \$2,675 million for basic pension benefits on a going concern basis.

The next valuation will be December 31, 2027 with results available in 2028. Employers participating in the Plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension accounting). This is because the Plan records accrued liabilities and assets for the Plan in aggregate with the result that there is no consistent and reliable basis for allocating the obligation, assets and costs to the individual employers participating in the Plan.

The Village of Port Clements paid \$26,063 for employer contributions and \$24,103 in employee contributions to the Plan in the year ended December 31, 2025 (2024 - \$26,719 and \$24,710).

Village of Port Clements

Notes to the Consolidated Financial Statements

For the year ended December 31, 2025

10. ECONOMIC DEPENDENCE

The Village receives a significant portion of revenue from the Province of British Columbia through the government's Small Community Protection Program.

11. FINANCIAL INSTRUMENTS AND RISK MANAGEMENT

The Village's financial instruments consist of cash and investments, taxes and accounts receivable, accounts payable and accrued liabilities and deferred revenue. Unless otherwise noted, it is management's opinion that the Village is not exposed to significant interest, currency, or credit risks arising from these financial instruments. The fair values of these financial instruments approximate their carrying values, unless otherwise noted.

The Village is exposed to financial risk that arises from the credit quality of the entities to which it provides services. Credit risk arises from the possibility that the entities to which the Village provides services may experience financial difficulty and be unable to fulfill their obligations. The Village mitigates this risk by dealing with counterparties management considers to be of high integrity.

The Village is exposed to interest rate risk arising from fluctuations in interest rates on its cash and investments. No financial instruments are held that mitigate this risk.

12. EXPENSES BY OBJECT

	2025	2025	2024
	Budget	Actual	Actual
	(Unaudited)		
Salaries, wages and benefits	\$ 490,438	\$ 378,653	\$ 445,677
Materials and supplies	138,100	142,154	108,325
Contracted services	61,000	98,405	49,123
Rent, maintenance and utilities	357,000	291,079	264,932
Mayor and council remuneration and travel	48,550	42,498	41,697
Insurance	51,750	68,300	59,958
Grant expenses	54,516	110,664	173,317
Interest and bank charges	3,200	2,958	2,057
Amortization	145,521	175,448	174,957
Payment to other agencies	325,339	336,139	317,536
	<u>\$ 1,675,414</u>	<u>\$ 1,646,298</u>	<u>\$ 1,637,579</u>

Village of Port Clements

Notes to the Consolidated Financial Statements

For the year ended December 31, 2025

13. LIABILITY FOR CONTAMINATED SITES

The Village is aware of one potentially contaminated site on land the Village is responsible for. An old gas station site may require environmental remediation. The Village has no plans to redevelop or sell the property and has no future plans to remediate the property. Since there is no obligation to remediate the property or expected future outlay, no provision has been made in these financial statements. Should management become aware of any contaminated sites the Village is responsible for remediating, a liability for contaminated sites would be setup in accordance with PS3260.

During the year, the Village has exceeded environmental standards relating to its effluent discharge from its wastewater operations into the Masset Inlet which has been deemed hazardous to fish as per Environment Canada. As directed by Environment Canada, the Village has to remediate the effluent discharge fully or reduce to acceptable levels by September 2022. Given the issues surrounding Covid-19 and obtaining contractors to complete the project, the Village was granted additional time to complete the project. The Village has determined the only effective way to mitigate the issue is the construction of a new sewer lagoon and related wastewater facility. The Village has undertaken studies and quotation from professional contractors for the costs to extend the sewer lagoon and facilities and has recorded a liability for environmental contamination as follows:

Construction costs, with 3% inflation allowance for materials	\$ 3,552,000
Consultant costs (engineers, forester, monitor)	349,000
Other costs (federal and provincial required signage)	2,000
Contingency for cost overruns and unforeseen items (15%)	<u>878,000</u>
	4,781,000
Less costs incurred to date	<u>(2,470,213)</u>
Provision for environmental remediation	<u><u>\$ 2,310,787</u></u>

During the year, the Village has incurred \$1,165,113, (2024 to date, \$1,305,100) in costs with respect to planning and preparation for this project. These items have been expensed in the year incurred under Environmental remediation expenses in the statement of operations along with the above provision. The item is recorded as an expense rather than an asset since it has no alternate use as required by PS3260.45 and Note 2.

The Villages believes the above liability will be funded \$1,000,000 by the Village from a combination of reserves and surpluses and the balance will be funded by federal and provincial grants. The Village has applied for and received confirmation for the relevant federal and provincial grants and these grant will be recorded as revenue when received or receivable. \$1,497,996 of funding was received in 2025 from the Province of B.C. channeled from the federal government through the Investing In Canada Infrastructure Program (ICIP).

Village of Port Clements

Notes to the Consolidated Financial Statements

For the year ended December 31, 2025

14. BUDGETED FIGURES

The budget amounts presented throughout these consolidated financial statements are unaudited and represent the amended five year financial plan bylaw No. 493.1 approved by the Village Mayor and Council on December 15, 2025.

15. CONTINGENT LIABILITY

The Village is contingently liable for fines of \$500,000 to \$6,000,000 from Environment Canada should they not carry out the environmental remediation as disclosed in Note 13. The Village believes their remediation plan will be accepted by Environment Canada and the project will be completed before any fines are applied (significant work has taken place on this project to date).

16. COMPARATIVE FIGURES

Certain of the comparative figures have been reclassified to conform to the current year's presentation. Investing in Canada Infrastructure grant funds have been reclassified from unconditional grants to conditional grants for 2025.

Village of Port Clements**Schedule 1****Schedule of Grant Revenues****For the year ended December 31, 2025**

	2025	2024
Unconditional Grants		
Small Community Protection Grant	\$ 332,000	\$ 371,500
Conditional Grants		
CERIP 2023 carried forward	\$ -	\$ 219,000
UBCM Fire department equipment grant	14,722	14,722
UBCM Gas Tax Funds spent	381,549	-
Local government climate action program funds spent	75,334	-
Western Economic Diversification	-	11,449
Gwaii Trust - Youth program	-	5,000
Gwaii Trust - major contribution	-	250,000
Gwaii Trust - community events	-	806
Gwaii Trust - holiday event grant	2,880	8,106
Province of B.C. - development approval process spent	54,478	-
EDMA - Indigenous Engagement Grant spent	900	-
Province of B.C. - waste water improvements	-	1,000,000
Northwest Resource Benefit Alliance	2,672,991	890,997
Northwest Resource Benefit Alliance restricted funds spent	769,755	-
Northwest Resource Benefit Alliance - 85% restricted deferred	(2,272,042)	(757,347)
NDIT - grant writer	4,106	8,000
Vibrant community commission	-	615
Investing in Canada Infrastructure - waste water upgrades	1,497,996	11,457
Other	7,090	4,427
	<u>\$ 3,209,759</u>	<u>\$ 1,667,232</u>

INDEPENDENT AUDITOR'S REPORT ON SUPPLEMENTARY INFORMATION

To the Mayor and Council,
Village of Port Clements,

We have audited and reported separately herein on the consolidated financial statements of the Village of Port Clements as at and for the year ended December 31, 2025.

Our audit was conducted for the purpose of forming an opinion on the consolidated financial statements taken as a whole. The current year's supplementary information included is presented for purposes of additional analysis and is not a required part of the consolidated financial statements. Such supplementary information has been subjected to the auditing procedures applied in the audit of the consolidated financial statements and, in our opinion, is fairly stated in all material respects in relation to the consolidated financial statements taken as a whole.

May 6, 2026
Prince George, British Columbia

FBB Chartered Professional Accountants LLP

Village of Port Clements

General Operating Fund - Statement of Financial Position

As at December 31, 2025

	2025	2024
Financial assets		
Cash and investments	\$ 10,705,612	\$ 8,499,665
Due from other funds	2,475,929	465,060
Taxes and accounts receivable	244,115	228,245
	<u>13,425,656</u>	<u>9,192,970</u>
Financial Liabilities		
Accounts payable and accrued liabilities	89,872	80,174
Deferred revenue	2,838,417	1,704,677
	<u>2,928,289</u>	<u>1,784,851</u>
Net financial assets	<u>10,497,367</u>	<u>7,408,119</u>
Non-financial assets		
Property acquired for taxes	9,202	9,202
Prepaid expenses	45,889	42,285
Tangible capital assets	5,590,424	5,588,584
	<u>5,645,515</u>	<u>5,640,071</u>
	<u>\$ 16,142,882</u>	<u>\$ 13,048,190</u>
Accumulated surplus		
Accumulated surplus	5,056,030	3,402,344
Equity in tangible capital assets	5,590,424	5,588,584
Reserves	5,496,428	4,057,262
	<u>\$ 16,142,882</u>	<u>\$ 13,048,190</u>

Village of Port Clements

General Operating Fund - Statement of Operations

For the year ended December 31, 2025

	2025 Budget (unaudited)	2025 Actual	2024 Actual
Revenue			
Property taxes	\$ 136,000	\$ 136,002	\$ 135,780
Grants in lieu	8,894	9,030	8,468
Sale of services	31,795	6,663	6,915
Revenue from own sources	124,185	128,319	167,372
Multi-purpose building rental	14,900	14,643	14,791
Unconditional grants	371,500	332,000	382,957
Conditional grants	4,791,145	3,209,759	1,655,775
Interest and penalties on taxes and user fees	98,599	376,185	314,841
Collections for other agencies	325,355	335,683	317,128
	<u>5,902,373</u>	<u>4,548,284</u>	<u>3,004,027</u>
Expenses			
Legislative	55,550	42,882	41,881
General administration	451,538	437,538	380,697
Emergency services	3,500	14,717	7,225
Protective services	71,100	60,487	40,918
Common services	83,740	64,628	78,406
Wharf	33,980	22,722	3,662
Small craft harbour	19,000	11,070	12,231
Roads and public works	65,150	43,450	65,991
Economic development	5,000	110,280	158,060
Parks, recreation and tourism	91,400	95,474	94,465
Multi-purpose building maintenance	87,300	62,245	64,035
Fiscal services	5,400	5,221	2,140
Amortization	118,657	146,739	147,813
Payments to other agencies	325,355	336,139	317,536
	<u>1,416,670</u>	<u>1,453,592</u>	<u>1,415,060</u>
Annual surplus	<u>4,485,703</u>	3,094,692	1,588,967
Accumulated surplus, beginning of year		<u>13,048,190</u>	<u>11,459,223</u>
Accumulated surplus, end of year		<u>\$ 16,142,882</u>	<u>\$ 13,048,190</u>

Village of Port Clements

Water System - Statement of Financial Position

As at December 31, 2025

	2025	2024
Financial assets		
Due from general operating fund	\$ -	\$ 509,555
Financial Liabilities		
Due to general operating fund	328,381	-
Net financial assets	(328,381)	509,555
Non-financial assets		
Tangible capital assets	3,010,957	2,159,332
	<u>\$ 2,682,576</u>	<u>\$ 2,668,887</u>
Accumulated Surplus		
Accumulated surplus	\$ (328,381)	\$ 509,555
Equity in tangible capital assets	3,010,957	2,159,332
	<u>\$ 2,682,576</u>	<u>\$ 2,668,887</u>

Village of Port Clements

Water System - Statement of Operations

For the year ended December 31, 2025

	2025 Budget (unaudited)	2025 Actual	2024 Actual
Revenue			
User charges	\$ 64,182	\$ 68,740	\$ 68,273
Water frontage tax	52,050	53,060	53,060
Interest and other	1,709	2,836	2,327
	<u>117,941</u>	<u>124,636</u>	<u>123,660</u>
Expenses			
Administration	15,000	15,000	15,000
Amortization	17,043	18,888	17,323
Distribution	37,800	36,498	31,216
Repairs and maintenance	34,250	14,241	16,016
Wages and benefits	53,820	26,320	51,886
	<u>157,913</u>	<u>110,947</u>	<u>131,441</u>
Annual surplus (deficit)	<u>(39,972)</u>	13,689	(7,781)
Accumulated surplus, beginning of year		<u>2,668,887</u>	<u>2,676,668</u>
Accumulated surplus, end of year		<u>\$ 2,682,576</u>	<u>\$ 2,668,887</u>

Village of Port Clements

Sewer System - Statement of Financial Position

As at December 31, 2025

	<u>2025</u>	<u>2024</u>
Financial Liabilities		
Liability for contaminated site	2,310,787	3,475,900
Due from general operating fund	<u>2,147,548</u>	<u>974,615</u>
	<u>4,458,335</u>	<u>4,450,515</u>
Net financial assets	<u>(4,458,335)</u>	<u>(4,450,515)</u>
Non-financial assets		
Tangible capital assets	<u>1,276,529</u>	<u>1,276,688</u>
	<u>1,276,529</u>	<u>1,276,688</u>
	<u>\$ (3,181,806)</u>	<u>\$ (3,173,827)</u>
Accumulated surplus		
Accumulated deficit	\$ (4,458,335)	\$ (4,450,515)
Equity in tangible capital assets	<u>1,276,529</u>	<u>1,276,688</u>
	<u>\$ (3,181,806)</u>	<u>\$ (3,173,827)</u>

Village of Port Clements
Sewer System - Statement of Operations
For the year ended December 31, 2025

	2025	2025	2024
	Budget	Actual	Actual
	(unaudited)		
Revenue			
User charges	\$ 34,417	\$ 37,701	\$ 37,314
Sewer frontage tax	33,000	36,081	36,081
	<u>67,417</u>	<u>73,782</u>	<u>73,395</u>
Expenses			
Administration	10,000	10,000	10,000
Amortization	9,821	9,821	9,821
Operations	29,150	16,556	11,507
Repairs and maintenance	10,000	10,928	20,713
Wages and benefits	41,860	34,456	39,035
	<u>100,831</u>	<u>81,761</u>	<u>91,076</u>
Annual surplus (deficit)	<u>(33,414)</u>	(7,979)	(17,681)
Accumulated deficit, beginning of year		<u>(3,173,827)</u>	<u>(3,156,146)</u>
Accumlated deficit, end of year		<u>\$ (3,181,806)</u>	<u>\$ (3,173,827)</u>

Village of Port Clements

Northern Capital and Planning Grant - Statement of Operations

For the year ended December 31, 2025

	2025 Budget (unaudited)	2025 Actual	2024 Actual
Revenue			
Interest	-	80,392	129,625
Expenses			
Sewer lagoon project	-	616,556	-
Annual surplus (deficit)	-	(536,164)	129,625
Reserve funds, beginning of year		2,522,227	2,392,602
Reserve funds, end of year		\$ 1,986,063	\$ 2,522,227

Village of Port Clements

Growing Communities Grant - Statement of Operations

For the year ended December 31, 2025

	2025 Budget (unaudited)	2025 Actual	2024 Actual
Revenue			
Interest	\$ -	\$ 27,712	\$ 18,006
Annual surplus	-	27,712	18,006
Reserve funds, beginning of year		618,006	600,000
Reserve funds, end of year		\$ 645,718	\$ 618,006

Village of Port Clements

Northwest Resource Benefit Alliance - Statement of Operations

For the year ended December 31, 2025

	2025 Budget (unaudited)	2025 Actual	2024 Actual
Revenue			
NW Resource Benefit Alliance	\$ -	\$ 2,672,990	\$ 890,997
Interest	-	44,383	7,068
Expenses			
Wastewater project	-	769,755	-
Annual surplus	-	1,947,618	898,065
Reserve funds, beginning of year		898,065	-
Reserve funds, end of year		\$ 2,845,683	\$ 898,065

Village of Port Clements Schedule of Debt

The Village of Port Clements did not incur any debt during the 2025 financial year as per the Financial Information Regulation Schedule 1, section 4.

Village of Port Clements

Schedule of Guarantee and Indemnity Agreements

The Village of Port Clements does not have any Guarantee and Indemnity Agreements as per the Financial Information Regulation Schedule 1, section 5.

Village of Port Clements

Schedule of Remuneration and Expenses paid to each Employee

As per the Financial Information Regulations Schedule 1, section 6.

1. Elected Officials

Name	Position	Remuneration	Expenses	Total Per Official
Cabianca, Scott	Mayor	\$ 10,000.00	\$ 4,301.64	\$ 14,301.64
Cumming, Brigid	Councillor	\$ 6,000.00	\$ 0.00	\$ 6,000.00
Falconbridge, Kazamir	Councillor	\$ 6,000.00	\$ 0.00	\$ 6,000.00
Nicol, Wayne	Councillor	\$ 6,000.00	\$ 0.00	\$ 6,000.00
Reindl, Dennis	Councillor	\$ 6,000.00	\$ 0.00	\$ 6,000.00
TOTALS FOR ALL OFFICIALS		\$ 34,000.00	\$ 4,301.64	\$ 38,301.64

2. Employees

Name	Remuneration	Expenses	Total
Dobson, Marjorie	\$ 95,500.10	\$ 774.96	\$ 96,275.06
Employees under \$75,000.00	\$ 265,430.25	\$ 3,653.47	\$ 269,083.72
TOTALS FOR ALL EMPLOYEES		\$ 360,930.35	\$ 4,428.43
			\$ 365,358.78

*Remuneration includes taxable benefits

3. Reconciliation

No reconciliation is required as the financial statements record remuneration by department and not as a separate line item.

Village of Port Clements

Statement of Severance Agreements

As per the Financial Information Regulations Schedule 1 section 6 (7), a severance agreement was not entered into in 2025.

Village of Port Clements

Schedule of Payments to Suppliers of Goods and Services

As per the Financial Information Regulation Schedule 1, section 7 the table below is the alphabetical list of suppliers and their aggregate payments exceeding \$25,000.00.

Name	Amount
BC Hydro	\$ 55,593.47
BI Pure Water (Canada) Inc.	\$ 70,573.58
BV Electric Ltd.	\$ 29,116.11
CruxPoint Solutions Corp	\$ 56,696.07
Cutting Edge Projects	\$ 27,069.22
Deschamps Mats Systems Inc.	\$ 47,131.60
Frosty Northwest Mechanical Ltd.	\$ 29,605.20
Infracon Construction Inc.	\$ 1,065,202.66
Municipal Insurance Association	\$ 37,502.00
Municipal Pension Plan	\$ 25,791.73
P.S. Turje & Associates Ltd.	\$ 91,086.86
Pritchard Power West	\$ 44,289.35
Prolink Supply	\$ 53,661.74
Receiver General CRA	\$ 26,449.90
TERUS Construction	\$ 802,184.15
Young Anderson, Barristers & Solicitors	\$ 25,089.58
Subtotal	\$ 2,487,043.22

Payments Made (Vendors over \$25,000) \$ 2,487,043.22

Miscellaneous Payments (\$25,000 and under) \$ 593,627.76

TOTAL **\$ 3,080,670.98**

Village of Port Clements
Schedule of Grant Payments (included in the suppliers listing above)

Name	Amount
Port Clements Historical Society	\$5,000.00

Total Grants **\$5,000.00**

Village of Port Clements

CERTIFIED EXTRACT

REGULAR MEETING OF COUNCIL

2026-05- 071- Moved by Councillor Cumming, seconded by Mayor Cabianca
*THAT Council receives and approves the 2025 Audited Financial Statements as presented by
FBB Chartered Professional Accountants LLP*
CARRIED

Certified a true extract of the Minutes of the Special Meeting of Council, Friday, May 8th, 2026

Marjorie Dobson, CAO

Management Report

Fiscal Year 2025

The Financial Statements contained in this Statement of Financial Information under the *Financial Information Act* have been prepared by administration in accordance with generally accepted accounting principles or stated accounting principles, and the integrity and objectivity of these statements is the Chief Administrative Officer's responsibility. Administration is also responsible for all the statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

Administration is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

The Village of Port Clements Council is responsible for ensuring that administration fulfils its responsibilities for financial reporting and internal control and exercises this responsibility through the Village Council which meets at least once per month.

The CAO has the responsibility for assessing the management systems and practices of the Village office.

The external auditors, FBB Chartered Professional Accountants LLP, Prince George, BC, conducted an independent examination, in accordance with generally accepted auditing standards, and expressed their opinion on the financial statements. Their examination does not relate to the other schedules and statements required by the Act. Their examination includes a review and evaluation of the corporation's system of internal control and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly. The external auditors have full and free access to Village of Port Clements financial records, Council and administrative staff.

On behalf of the Village of Port Clements,

Marjorie Dobson, CAO

Village of Port Clements
STATEMENT OF FINANCIAL INFORMATION APPROVAL
For the period of January 1 – December 1, 2025

The undersigned, as authorized by the Financial Information Regulation, Schedule 1, Subsection 9(2), approves all the statements and schedules included in this Statement of Financial Information, produced under the *Financial Information Act*.

Marjorie Dobson
Chief Administrative Officer/Chief Financial Officer
June 15, 2026,

Scott Cabianca
Mayor
June 15, 2026

VILLAGE OF PORT CLEMENTS

BYLAW NO 460.4 2026

A Bylaw of the Village of Port Clements to amend Council Procedure Bylaw #460, 2020

WHEREAS the Council of the Village of Port Clements deems it desirable to amend the general procedures to be followed by Council and Council committees in conducting their business as set forth in its procedural bylaw,

NOW THEREFORE in open meeting assembled, the Council for the Village of Port Clements enacts as follows:

To amend Council Procedure Bylaw #460, 2020, with the following in its wordings from:

15. (1) Prior to each Council meeting, the Corporate Officer must prepare an agenda setting out all the items for consideration at that meeting, noting in short form a summary for each item on the agenda.
(2) The deadline for submissions by the public to the Corporate Officer or designate of items for inclusion on the Council meeting agenda is 1:00pm on the Wednesday prior to the meeting.
(3) The Corporate Officer or designate must make the agenda available to the members of Council and the public on the Friday afternoon prior to the meeting.
 (a) the Corporate Officer may achieve this by distributing the Agenda electronically to Council by email and by posting the Agenda on the Village's website for public access.
 (b) the Corporate Officer may digitally distribute the In-Camera Agenda package to Council as well
(4) Council must not consider any matters not listed on the agenda unless a new matter for consideration is properly introduced as a late item pursuant to section 17 of this Bylaw.
16. (1) The agenda for all regular Council meetings contains the following matters in the order in which they are listed below:
 - (a) Approval of agenda including additions or deletions and consideration of late items;
 - (b) Petitions, Delegations & Opening of Sealed Tenders;
 - (c) Adoption of minutes;
 - (d) Business arising & Unfinished Business;
 - (e) Original Correspondence
 - (f) Finance
 - (g) Government (Bylaws and Statutory Requirements)
 - (h) New Business
 - (i) Reports and Discussions
 - (j) Action Items
 - (k) Questions from the public & press
 - (l) Adjourn to In-camera
 - (m) Rise and Report
 - (n) Adjournment
- (2) Item 16(1)(k) is intended to permit members of the public to ask single questions of Council pertinent to the items on the agenda. Council may permit more general use of this opportunity at their discretion. Council may impose a time limit for this agenda item.
- (3) Particular business at a Council meeting must in all cases be taken up in the order in which it is listed on the agenda unless otherwise resolved by Council.

65-1

17. (1) Late items are discouraged as neither Council nor the Corporate Officer may have had time to review and bring any related information forward pertaining to the issue.
- (2) An item of business not included on the agenda must not be accepted by Council until the Corporate Officer or designate has first read the item and determined that it is not information that would taint an ongoing action of Council. After that vetting Council may, by resolution, choose to add the item as a late item.
- (3) If the Council makes a resolution under section 17(2) of this Bylaw, information pertaining to the late item(s) must be distributed to the members.
22. (1) Council may debate and vote on a motion only if it is first made by one Council member and then seconded by another.
- (2) A motion that deals with a matter that is not on the agenda of the Council meeting at which the motion is introduced may be introduced with Council's permission.
- (3) A Council member may make only the following motions when the Council is considering a question:
- (a) to refer to a committee;
 - (b) to amend;
 - (c) to lay on the table;
 - (d) to postpone indefinitely;
 - (e) to postpone to a certain time;
 - (f) to move the previous question;
 - (g) to adjourn.
- (4) A motion made under subsections (3)(c) to (g) is not amendable or debatable.
- (5) Council must vote separately on each distinct part of a question that is under consideration at a Council meeting if requested by a Council member.

To:

15. (1) Prior to each Council meeting, the Corporate Officer must prepare an agenda setting out all the items for consideration at that meeting, noting in short form a summary for each item on the agenda.
- (2) The deadline for submissions by the public to the Corporate Officer or designate of items for inclusion on the Council meeting agenda is 3:00 PM on the Monday prior to the meeting.
- (3) The Corporate Officer or designate must send out the agenda to the members of Council by 3:00 PM on the Wednesday prior to the meeting.
- (a) the Corporate Officer may achieve this by distributing the Agenda electronically to Council by email
- (4) The Corporate Officer or designate must send out the agenda and full draft agenda package to the Mayor by 3:00 PM on the Wednesday prior to the meeting.
- (a) the Corporate Officer may achieve this by distributing the Agenda electronically to the Mayor by email
- (5) The Corporate Officer or designate must make the agenda and full agenda package available to the members of Council and the public by 3:00 PM on the Friday afternoon prior to the meeting.
- (a) the Corporate Officer may achieve this by distributing the Agenda electronically to Council by email and by posting the Agenda on the Village's website for public access.
 - (b) the Corporate Officer may digitally distribute the In-Camera Agenda package to Council as well
 - (c) as part of the public distribution process a post will be made to the Village's Facebook group which identifies the meeting date, provides a link for remote access to the meeting, and provides a link to the Village's website where the agenda package can be accessed
- (6) Council must not consider any matters not listed on the agenda unless a new matter for consideration is properly introduced as a late item pursuant to section 17 of this Bylaw.

16. (1) The agenda for all regular Council meetings contains the following matters in the order in which they are listed below:

(a) Call to Order

(b) Introduction of Late Items

This section is for the proposal and consideration of a late item to be added onto the agenda.

(c) Approval of Agenda – including deletions from the agenda

This section is the approval of the agenda, including the removal of any items from the agenda or re-ordering of the order in which agenda items proceed.

(d) Delegations

Delegations to Council are limited to ten (10) minutes to present unless otherwise permitted by Council to extend their time. Council may permit this extension without needing a motion if all members of Council present are in unanimous agreement to permit the extension; otherwise, Council may permit such extension by motion. Council is not required to provide immediate comment, take action or otherwise provide a response to the delegation regarding the information they have provided to Council.

(e) Public Comment Regarding Agenda Items

This section is for members of the public present at the meeting to provide comment to items on the agenda. Such comments are provided as statements to Council, and does not require Council to provide immediate comment, take action or otherwise respond back to the statements received.

(f) Consent Items

This section is for the approval of routine, non-controversial items together for approval in one motion, including minutes, correspondence, payments and other housekeeping items. However, any member of Council may request that an item from the list be removed for separate consideration. Items removed for separate consideration will automatically become the next items on the agenda and will be addressed immediately following a vote on the consent agenda (which may be permitted without needing a motion if all Council present are in unanimous agreement by way of discussion and/or by motion otherwise).

(g) Correspondence

This section is for items of correspondence where a Council decision is requested or required.

(h) Committee and Commission Recommendations

This section is for recommendations to Council by its committees and commissions.

(i) Business Arising and New Business

This section is for business arising from previous Council motions and to deal with late items that are added onto the agenda and being added as new business.

(j) Finance

This section is to deal with matters relating to the finances of the Village, such as financial reports.

(k) Government

This section is for matters relating to governance of the Village, such as bylaws and statutory requirements.

(l) Reports and Discussions

This section is to deal with written and verbal reports from members of Council in relation to their role on Council and their activities on behalf of the Village, reports on operations and projects from staff, and reports from the Village's committees and commissions.

(m) Questions from the Public

This section is for questions from the public and is open to questions regarding any matter under municipal jurisdiction or concern. However, members of the public are restricted to only having five (5) minutes per person to ask questions to Council. Council is not required to provide immediate answer, take action, or otherwise provide a response to the questions received.

(n) Adjourn to Closed Meeting

This section is a part of a council meeting that may be closed to the public if the subject matter being considered relates to items listed in section 90 of the Community Charter.

(o) Rise and Report

This section is to make public items or decision that were handled or made in Closed Meeting that have been released from the Closed Meeting and this confidentiality.

(p) Adjournment

- (2) Particular business at a Council meeting must in all cases be taken up in the order in which it is listed on the agenda unless otherwise resolved by Council.

17. (1) late items can be introduced by members of Council at the meeting after it has been called to order.

- (2) A late item may be added to the agenda without needing a motion if there is unanimous consent by all Council present for the addition. If there is not unanimous consent, the member of Council introducing the late item can make a motion that the late item be introduced, and then the item will be voted on through the standard motion process. If the motion fails, the item will not be added and not heard at the meeting.

- (3) Late items that are approved to be added onto the agenda will be added as New Business. Any information available pertaining to the late item(s), such as documents, must be distributed to the members.

22. (1) Council may discuss an agenda item without a motion needing to be made. However, for Council to make a decision or give direction a motion must be made.

- (2) Council may debate and vote on a motion only if it is first made by one Council member and then seconded by another.

- (3) A motion that deals with a matter that is not on the agenda of the Council meeting at which the motion is introduced may be introduced with Council's permission.

- (4) A Council member may make only the following motions when the Council is considering a question:

- (a) to refer to a committee;
- (b) to amend;
- (c) to lay on the table;
- (d) to postpone indefinitely;
- (e) to postpone to a certain time;
- (f) to move the previous question;
- (g) to adjourn.

- (5) A motion made under subsections (4)(c) to (g) is not amendable or debatable.

- (6) Council must vote separately on each distinct part of a question that is under consideration at a Council meeting if requested by a Council member.

This Bylaw may be cited for all purposes as "Procedure Amendment Bylaw #460.4, 2025"

READ a first time this ____ day of ____ 2026

READ a second time ____ day of ____ 2026

READ a third time this ____ day of ____ 2026

FINALLY PASSED AND ADOPTED this ____ day of ____ 2026

Mayor Scott Cabianca

Chief Administrative Officer Marjorie Dobson



REPORT TO COUNCIL

Author: Marjorie Dobson, Chief Administrative Officer

Date: June 15, 2026

RE: Regular Report on Current Operations

BACKGROUND:

The CAO/Acting CAO updates the Council at the Regular Council Meetings on current operations and challenges.

DISCUSSION:

The report is not an exhaustive list of operational activities that have occurred since the last update or are occurring, but to provide a general update and identify notable occurrences in current operations for Council.

ADMINISTRATION:

Completion and publicizing 2025 Annual Report (draft) for public inspection prior to the Annual Meeting for the report

Completion of the Statement of Financial Information for 2025

Grant Writing Support:

The Village submitted an application to NDIT for grant writing support. The programme will support an on-demand grant writer to a maximum of \$8,000.00.

Education & Training: Staff continue to take specialized courses and attend webinars to strengthen their skills in key areas.

Both permanent staff in Public Works department are now certified Small Water Treatment Plant Operators. The next logical step will be to get staff trained and certified in water distribution.

Critical & Other Infrastructure

- No significant change since last report

Reservoirs Cleaning & Lift Stations Inspections: Routine cleaning of the water reservoirs, and inspection of lift stations are scheduled to begin week ending June 13th, 2026. The 3 to 5 years maintenance ensures compliance with the BC Drinking water Protection Act and poses no interruptions to the Village potable water distribution.

Finance:

- Continue to work on reports for Provincial and other agencies
- Continued routine of accounts payable, accounts receivable, payroll and bank reconciliations

Public Works

- Ongoing routine operational activities
- General maintenance throughout the village (Grass cutting, filling potholes and numerous other activities)
- Completion of SWS course and examination from EOCP (Chris Doyle)
- Completion of SWWS course and examination from EOCP (Robert Cumming)

R-1

- The installation process of the new generator is almost complete. We are awaiting on Rehlco to do the commission and load test. (should be completed within the next few weeks)
- Water has been restored to the Sunset Park R.V Park (Water line repair)
- Town Cleanup was a success with us Hauling 5 truck loads to the dump.
- Aeration of the Baseball field as well as the soccer fields as requested by the Rec commission
- Removal of abandoned camper from site 4 at the campground
- The Villages new Excavator has arrived. This asset is a welcome addition to public works department
- We were able to build a Long Jump pit for SD 50 track and field day
- Seeded and removed rocks form Tingley street lawns which were disturbed by the water main replacement

Respectfully submitted:

Marjorie Dobson, CAO



The Village of
PORT CLEMENTS

"Gateway to the Wilderness"

36 Cedar Avenue West
PO Box 198
Port Clements, BC
V0T1R0

REPORT TO COUNCIL

Author: Marjorie Dobson CAO

Date: June 15, 2026

RE: Excessive Water Use

BACKGROUND

During the period of May 23, 2026, to May 31, 2026, staff identified an abnormal increase in Potable water uses exceeding expected consumption levels. The increase was identified through routine monitoring of water system data through our HMI computer system. A preliminary review indicates that approximately 30,000 to 40,000 litres of treated potable water were lost and unaccounted for each day during this period. This is a significant operational concern because treated water requires well extraction, treatment, pumping, energy, staff time, and chemical costs before entering the distribution system.

Discussion & Analysis

Excessive potable water loss may be caused by one or more system issues, including:

- a watermain break;
- a service connection leak;
- a hydrant or valve leak;
- unauthorized use; or
- a combination of distribution system issues.

Staff used available communication channels to notify the public of the excessive water loss. In addition to routine inspections, staff also checked several locations throughout the Village for possible leaks.

From an operational perspective, the excessive loss of potable water increased staff monitoring and response requirements and placed additional pressure on operations.

The water loss also has financial implications, including the value of the treated water lost, staff time, and equipment use.

Excessive water loss may also affect available water supply for fire suppression if a fire occurs during a period of high-water loss.

Current Status: From June 1 to June 11, 2026, consumption levels have been trending downward and are now more closely aligned with typical usage levels.

R-2

At the time of this report, the cause of the excess consumption remains unidentified. Locating the source of a leak or excessive water use is particularly challenging in a community without a water meter system.

RECOMMENDATIONS: That Council consider investing in dividing the community's water distribution system into separate zones, with flow monitoring and lock-off options for each zone.

CONCLUSION:

STRATEGIC

(Provincial guidelines, Village being proactive)

BC guidance for small water systems emphasizes the need for regular monitoring. Dividing the community's water distribution system into zones would support this guidance by helping staff:

- identify the affected area more quickly;
- reduce the need to investigate the entire community; and
- save time, staff resources, and operating costs during future water-loss events.

FINANCIAL

(Corporate Budget Impact)

A project of this magnitude would be a significant undertaking and would require a substantial amount of capital budget. The Village could apply for a planning grant to start the process.

Respectfully submitted:

Marjorie Dobson CAO