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, November 16, 2026

AGENDA

1. **CALL TO ORDER**
   This meeting of the Council of the Village of Port Clements being held on the traditional territory of the Haida People.

2. **INTRODUCTION OF LATE ITEMS**

3. **APPROVAL OF AGENDA**

4. **DELEGATIONS**

5. **PUBLIC COMMENT REGARDING AGENDA ITEMS**

6. **CONSENT ITEMS**

   CI–1 – OCTOBER 19, 2026 REGULAR COUNCIL MEETING MINUTES

   CI-2 – OCTOBER 29, 2026 SPECIAL COUNCIL MEETING MINUTES

   CI-3 – NOVEMBER 2, 2026 INAUGRAL COUNCIL MEETING MINUTES

   Recommended Motion:
   That Council adopts the following items as presented:
   CI-1 October 19, 2026 Regular Council Meeting Minutes
   CI-2 October 29, 2026 Special Council Meeting Minutes
   CI-3 November 2, 2026 Inaugural Council Meeting Minutes

7. **CORRESPONDENCE**

   C-1–INFORMATION–PROPOSED CHANGES TO GARBAGE COLLECTION & TRANSFER STATION FEES – NORTH COAST REGIONAL DISTRICT.

   C-2-CONGRATULATIONS & INIVITATION TO MEET – NORTHERN HEALTH

   C-3 -CONGRATULATIONS– BC HYDRO

   C-4 - TRANS CANADA YELLOWHEAD HIGHWAY ASSOCIATION (rep required)

8. **COMMITTEE AND COMMISSION RECOMMENDATIONS**

9. **BUSINESS ARISING AND NEW BUSINESS**

10. **FINANCE**

11. **GOVERNMENT**

    G-1 – NEXT GENERATION 911

(A) NEXT GENERATION 911 MARJORIE DOBSON, CHIEF ADMINISTRATIVE OFFICER

(B) SUMMARY - FEASIBILITY STUDY– NORTH COAST REGIONAL DISTRICT

G-2 – REQUEST FOR WAIVING ROOM RENTAL FEES – PORT CLEMENTS ROD & GUN CLUB

G-3 – REQUEST FOR ADDITIONAL GRANT – PORT CLEMENTS HISTORICAL SOCIETY

G-4 – VYSE CEMETARY MAINTENANCE

12. REPORTS & DISCUSSIONS

R-1 – OPERATIONS REPORT – MARJORIE DOBSON, CHIEF ADMINISTRATIVE OFFICER

Recommended Motion:

That Council receive the Operations Report, and verbal reports from Council as presented.

13. QUESTIONS FROM THE PUBLIC

14. ADJOURN TO CLOSED MEETING

Recommended motion:

THAT Council move to a closed meeting as per the

Community Charter s.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;

Recommended motion:

THAT Council move to a closed meeting as per the Community Charter section .90(1) (a).

15. RISE AND REPORT

16. ADJOURNMENT

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Minutes of the Regular Meeting of Council, Monday, October 19, 2026

Present:
Mayor Scott Cabianca
Councillor Kazamir Falconbridge
Councillor Brigid Cumming via Teams
Councillor Dennis Reindl via Teams
Councillor Wayne Nicol via Teams
CAO Marjorie Dobson
Contractor, Ruby Decock

Absent:

Members of the public:
Via Teams: Greg Stewart, Michael Miller, Jennifer Jury
Present: Bill Lore, David Unsworth, Doris Fischer

Meeting Called to order at 6:06 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**
2026-10-158–Moved by Councillor Cumming, seconded by Councillor Falconbridge, THAT Council adopts October 19, 2026, Regular Council Meeting Agenda with the amendment to the agenda to include item G-2-Unidentified Individuals at Village Council Meetings be added to beginning of the meeting and item j) under the *Community Charter* section 90(1) be added to section 13 of the agenda as item 1A.

2. **G-2 – UNIDENTIFIED ATTENDANCE**
2026-10-159–Moved by Councillor Cumming, seconded by Councillor Falconbridge, THAT those who attend a meeting virtually, need to identify themselves either by voice if its recognizable or by face, so the that Council can verify that there is a human being and be given 2 minutes to identify themselves to Council and if at the end of 2 minutes no response is received, that they shall therefore be disconnected.
CARRIED

Mayor Cabianca requested Michael Miller to identify himself. Staff set a timer for 2 minutes and Michael Miller did not comply and was removed from attending the Teams meeting virtually.

Councillor Cumming declared a conflict of interest and left the meeting at 6:18 pm. interest.
Councillor Cumming returned to the meeting at 6:20 pm

Councillor Falconbridge declared a conflict of interest and left the meeting at 6:20 pm due to conflict of interest.

Councillor Nicol joined the meeting via Teams at 6:21 pm.

Councillor Cumming declared a conflict of interest and left the meeting at 6:22 pm.

3. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS

D-1 – REQUEST – REMAINING GRANT-IN-AID FUNDING – PORT CLEMENTS HISTORICAL SOCIETY
Bill Lore presented the information to Council. Councillor Falconbridge returned to the meeting at 6:40 pm to explain the Port Clements Historical Society's budget to Council.

Councillor Cumming returned to the meeting at 6:57pm

ACTION: *Staff to write to request the Port Clements Historical Society's previous budget and financial information*

4. MINUTES

M-1 – September 21, 2026, Regular Meeting Minutes.
2026-10-160–Moved by Councillor Falconbridge, seconded by Councillor Cumming, THAT Council adopts the September 21, 2026 Regular Meeting Minutes as presented.
CARRIED

M-2 – October 15, 2026, Special Meeting Minutes.
2026-10-161–Moved by Councillor Falconbridge, seconded by Councillor Cumming, THAT Council adopts the October 15, 2026 Special Meeting Minutes as presented.
CARRIED

5. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS

6. ORIGINAL CORRESPONDENCE

C-1–INFORMATION–BC YOUTH PARLIAMENT, 98TH PARLIAMENT – YOUTH PARLIAMENT OF BC ALUMNI SOCIETY
2026-10-162–Moved by Councillor Falconbridge, seconded by Councillor Cumming, THAT Council receives C-1.
CARRIED

7. FINANCE

F-1–INFORMATION- 3RD QUARTER FINANCIAL REPORT – RONDA BELL – SENIOR FINANCE MANAGER
2026-10-163–Moved by Councillor Falconbridge, seconded by Councillor Cumming, THAT Council receives the 3rd Quarter Financial Report.
CARRIED

ACTION: Staff to follow up with what "Environmental Development" is as the budget is 249% overall increase. Change Formatting on page two 0.83 should be a 83%.

F-2–INFORMATION-CAPITAL PROJECTS REPORT – MARJORIE DOBSON, CAO
2026-10-164–Moved by Councillor Cumming, seconded by Councillor Falconbridge, THAT Council receives the Capital Projects Report.
CARRIED

8. GOVERNMENT

G-1 – ADOPTION OF "COUNCIL PROCEDURE AMENDMENT BYLAW #460.4,2026"
2026-10-165–Moved by Councillor Falconbridge, seconded by Councillor Cumming, THAT Council adopts the "Council Procedure Amendment Bylaw 460.4, 2026"
CARRIED

9. NEW BUSINESS

10. REPORTS & DISCUSSIONS

R-1 – CURRENT OPERATIONS REPORT – MARJORIE DOBSON, CAO
Council inquired about the Project Manager's (PM) contract and if projects in the project report were all approved by the Council. Clarification was provided that the Project Manager's contract is renewed month to month at the discretion of the CAO and only for items listed on Council's Strategic Plan.

Councillor Falconbridge – attended the October 15th Special Council meeting, the Gwaii Trust Central Graham Island Advisory Committee, and the Haida Gwaii All-Island Protocol table meeting. Congratulated new council and well wishes to those departing.

Councillor Reindl – Congratulated all candidates elected to Council I and well wishes and best of luck to those leaving Council.

Councillor Nicols – Nothing to report.

Councillor Cumming – October 15th, 2026 Special Council meeting, Gwaii Trust Central Graham Island meeting and all candidates meeting. Councillor Cumming expressed her gratitude for working with outgoing Council and how she looks forward to working with the newly elected.

Mayor Cabianca – attended the All Island Protocol Meeting, Special Meeting and a Communications work shop in Skidegate. Thanks to all council who partook in serving on Council in the last 4 years.

2026-10-166–Moved by Councillor Falconbridge, seconded by Mayor Cabianca, THAT Council receives the written and verbal reports from CAO Dobson and Council.
CARRIED

11. ACTION ITEMS

12. QUESTIONS FROM THE PUBLIC & PRESS

Statement: Road conditions looking at no concerns for winter. Also expressed a thank you and congratulations to new council. Thanked election staff for their work

13. IN-CAMERA

Community Charter s.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;
(c) labour relations or other employee relations;
(d) the security of the property of the municipality;

(j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act;

2026-10-167–Moved by Councillor Falconbridge, seconded by Councillor Cumming, THAT Coucil goes into 7:25 pm.
CARRIED

14. RISE AND REPORT

Council rises and reports from August 4, 2026 In-Camera meeting:
THAT Council received the evaluation of the proposals for the Sewage Lagoon Chain Link Fence Project; and **THAT** Council awarded the contract to **WSN Contracting Ltd.** For **$78,200.00 plus GST** (or "in accordance with its submitted proposal"), subject to the Village's contract and confirmation of all Village, Provincial, and if necessary Federal requirements are met.

And from the October 19, 2026 In-Camera meeting:
THAT Council Rise and Report that Kazamir Falconbridge and Aaron Cunningham have been appointed as Village of Port Clements Fire Investigators subject to a policy being established and approved by Council by the end of 2026.

15. ADJOURNMENT

2026-10-168–Moved by Councillor Falconbridge, THAT Council adjourns this meeting at 8:30 PM.
CARRIED

Mayor Scott Cabianca **CAO Marjorie Dobson**

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Minutes of the Special Meeting of Council, Thursday, October 29, 2026

Present:
Mayor Scott Cabianca
Councillor Brigid Cumming via Teams
Councillor Dennis Reindl
CAO Marjorie Dobson
Contractor, Ruby Decock

Absent:
Councillor Kazamir Falconbridge
Councillor Wayne Nicol

Members of the public:
Jennifer Jury via Teams

1. CALL TO ORDER

Mayor Cabianca: I call to order this Special Council Meeting of the Council of the Village of Port Clements being held on the traditional territory of the Haida People at 10:34. AM.

2. APPROVAL OF AGENDA

2026-10-169–Moved by Councillor Reindl, seconded by Councillor Cumming, THAT Council adopts October 29, 2026, Special Council Meeting Agenda as presented.
CARRIED

3. PUBLIC COMMENT REGARDING AGENDA ITEMS

No comments from the public.

4. GOVERNMENT

G-1 – APPLICATION FOR CANADA SUMMER JOBS GRANT
2026-10-170–Moved by Councillor Cumming, seconded by Councillor Reindl, THAT Council approves staff or the Grant Writer Contractor to apply for the Canada Summer Jobs Grant.
CARRIED

G-2 – APPLICATION FOR NORTHERN DEVELOPMENT INITIATIVE TRUST (NDIT) GRANT WRITER GRANT
2026-10-171–Moved by Councillor Cumming, seconded by Councillor Reindl, THAT Council approves staff or the Grant Writer Contractor to apply for the 2027 Northern Development Initiative Trust Grant Writer Grant.
CARRIED

G-3 – APPLICATION FOR NDIT BUSINESS FAÇADE GRANT
2026-10-172–Moved by Councillor Cumming, seconded by Councillor Reindl, THAT Council approves staff or the Grant Writer Contractor to apply for the 2027/28 NDIT Local Government Internship Grant.
CARRIED

DRAFT

G-4 – APPLICATION FOR NDIT LOCAL GOVERNMENT INTERNSHIP GRANT

2026-10-173–Moved by Councillor Cumming, seconded by Councillor Reindl, THAT Council approves staff or the Grant Writer Contractor to apply for the 2027/28 NDIT Local Government Internship Grant.

CARRIED

Councillor Cumming declared a conflict of interest regarding G-5

Item G-5 deferred until next the November 16, 2026, Council meeting.

G-5 – PORT CLEMENTS HISTORICAL SOCIETY

Council discussed that there is still an issue with the financials in understanding the budget vs. the financials. There needs to be some clarification provided where there appears to be discrepancies.

5. ADJOURN TO CLOSED MEETING

Community Charter s.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:

(c) labour relations or other employee relations;

(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; (i.1) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 18.1 of the Freedom of Information and Protection of Privacy Act;

2026-10-174–Moved by Councillor Cumming, seconded by Mayor Cabianca, THAT Council adjourns to a closed meeting as per Community Charter s.90(1)(c) &(i)

CARRIED

6. ADJOURNMENT

2026-10-175–Moved by Councillor Reindl, THAT Council adjourns this meeting at 11:06 AM.

CARRIED

DRAFT

Mayor Scott Cabianca

CAO Marjorie Dobson

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Minutes of the Inaugural Meeting of Council, Monday, November 2, 2026

Present:
Councillor Brigid Cumming
Councillor Jasmine Beachy
Councillor Amber Bellis
Councillor Ian Gould
CAO Marjorie Dobson
Contractor, Ruby Decock
Public Works Foreman Chris Doyle

Absent:
Mayor Scott Cabianca

Members of the public:
Dennis Reindl, Kazamir Falconbridge, Dale Lore, Alejandra Sierra & Children, Leidys Baros Barona & Children.

1. **CALL TO ORDER**
Councillor Brigid Cumming: I call to order this Inaugral Council Meeting of the Council of the Village of Port Clements being held on the traditional territory of the Haida People at 6:00 pm

2. **APPROVAL OF AGENDA**
2026-11-176–Moved by Councillor Beachy, seconded by Councillor Bellis, THAT Council adopts the agenda as presented.
CARRIED

3. **DELEGATION**

D-1 – CONGRATULATIONS TO NEW COUNCIL
Kazamir Falconbridge congratulated the new Council members and offered his support to Council.
Dennis Reindl congratulated the new Council and offered his support to Council
Dale Lore congratulated the new Council and offered his support to Council.
Councillor Cumming thanked the outgoing Councillors for their service.

4. **FINANCE**
F-1– Council Signing Authority for Northern Savings Credit Union
2026-11-177–Moved by Councillor Gould, seconded by Councillor Beachy, THAT Council authorizes the removal of Kazamir Luis Falconbridge, Wayne Scott Nicol and Dennis John Reindl as authorized signors and the addition of Jasmine Erin Beachy, Michelle Amber Bellis and Norman Ian Gould as authorized signors on the Village's Northern Savings Credit Union accounts.
CARRIED

ACTION: Staff to send the change of signing officers to Northern Savings Credit Union.

5. GOVERNMENT

G-1 – COMMENTS FROM COUNCIL
No comments

6. ADJOURNMENT

2026-11-178–Moved by Councillor Bellis, THAT Council adjourns this meeting at 6:13 PM.
CARRIED

_____
Councillor Brigid Cumming

_____
CAO Marjorie Dobson

NORTH COAST
REGIONAL DISTRICT

October 20, 2026

VILLAGE OF PORT CLEMENTS
BOX 198
PORT CLEMENTS BC V0T1R0
office@portclements.ca

Dear Customer,

Customer Account #VILLA03

The North Coast Regional District (NCRD) is proposing changes to several rates and charges associated with services provided through the Island Solid Waste Service.

At its regular meeting on October 9, 2026, the NCRD Board passed two (2) readings of Bylaw No. 685.1, 2026, which proposes the following changes to the garbage collection and transfer station fees:

Item	Previous Rate	Proposed Rate	Proposed increase
Garbage Collection Fees			
User Fees per Dwelling	$30.00	$35.00	$5.00
Bag Tags	$2.00	$4.00	$2.00
Transfer Stations			
A. Residential (Household) Waste			
Bagged	$2.00	$4.00	$2.00
Small pickup with factory box less than 7 feet	$10.00	$15.00	$5.00
Large pickup with factory box more than 7 feet	$15.00	$20.00	$5.00
Utility trailer with inner tire diameter less than 10 inches	$20.00	$25.00	$5.00
Utility trailer with inner tire diameter 10 inches or greater	$35.00	$40.00	$5.00
Tandem axle trailer – small	$35.00	$40.00	$5.00
Tandem axle trailer – large	$35.00	$70.00	$35.00
Dumper trailer – low	$65.00	$75.00	$10.00
Dumper trailer – high	$125.00	$130	$5.00
Mattresses or box spring	$10.00	$15.00	$5.00
C. Construction and Demolition Waste			
Exception – under provision of agreement	$45.00m³	$50.00m³	$5.00m³

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

NORTH COAST
REGIONAL DISTRICT

Item	Previous Rate	Proposed Rate	Proposed increase
F. Recyclable Material			
Oversized tires (over 24.5 inches in diameter)[*Skidegate and Sandspit only]*	$25.00	$30.00	$5.00
Sorted clean metals	$10.00m³	$15.00m³	$5.00 m³
Recycling Depots and Recycling Collection			
A. Commercial Recycling Fees			
Bagged	$2.00	$4.00	$2.00
Small pickup with factory box less than 7 feet	$10.00	$15.00	$5.00
B. Commercial Recycling Pickup Service (where available)	$20.00/Bag	$25.00/Bag	$5.00/Bag

The proposed rates are intended to better reflect the current costs of providing these services and maintaining sustainable operations.

The Board is expected to consider adoption of Bylaw No. 685.1, 2026 at its regular meeting on November 20, 2026. If adopted, the proposed rates would take effect January 1, 2027.

The NCRD welcomes your feedback on the proposed changes. If you have any comments regarding the proposed increase or any questions, please do not hesitate to contact me at 250-624-2002 ext 4 or treasurer@ncrdbc.com. These comments and questions will be brought to the Board as part of its consideration of the proposed Bylaw.

Thank you for your continued participation in the NCRD's Solid Waste program and for taking the time to provide your feedback.

Sincerely,

Sharon Landrath, CPA, CA
Treasurer

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

northern health
the northern way of caring

Northern Health Corporate Office
#600-299 Victoria Street
Prince George, BC V2L 5B8
www.northernhealth.ca

November 6, 2026

Mayor Scott Cabianca
Village of Port Clements
Box 198, 36 Cedar Avenue West
Port Clements, V0T 1R0
Email: s.cabianca@portclements.ca

Dear Mayor Cabianca:

Re: Congratulations

On behalf of Northern Health, we would like to take this opportunity to congratulate you on your re-election. We would be happy to set up a meeting with you and your Chief Administrative Officer and set the stage for ongoing collaboration with the Village of Port Clements to build further connection with your local Northern Health leadership team, highlight other important connections points, and share information on initial matters that are top of mind for you and council.

We value the partnership Northern Health has with your community, and we look forward to our continued collaboration. We also endeavour to attend the North Central Local Government Association (NCLGA) and Union of BC Municipalities (UBCM) conventions each year and would welcome the opportunity to meet with you at these events. Invitations to arrange meetings will be sent in advance of each convention.

Outside of these gatherings, for local inquiries and discussion throughout the year, please contact the Northern Health leaders serving your community:

- John Blenkinsopp, Senior Operating Officer, Northwest
  Email: john.blenkinsopp@northernhealth.ca
- Kerry Laidlaw, Health Service Administrator
  Email: kerry.laidaw@northernhealth.ca

You are welcome to contact us at any time, though we certainly encourage you to connect with your local leadership team as a first step. Congratulations again on your re-election.

We look forward to continued dialogue and collaboration in the years ahead. Desa Chipman, Executive Assistant and Board Liaison, will be in touch to coordinate a meeting.

Sincerely,

Ciro Panessa,
President and CEO
Northern Health Authority

Mr. Lyn Hall,
Board Chair
Northern Health Authority

cc: Steve Raper, VP Communications & Public Affairs, Northern Health
Lisa Zetes-Zanatta, VP Clinical Operations, Northern Health
John Blenkinsopp, Senior Operating Officer, Northwest Northern Health
Kerry Laidlaw, Health Service Administrator, Northern Health
Marjorie Dobson, Chief Administrative Officer, Village of Port Clements

BC Hydro
Power smart

Bob Gammer
Community Relations Manager
North-Central
Phone: 250 561-4858
Cell: 250 961-0676
Email: bob.gammer@bchydro.com

November 9, 2026

Mayor and Council
Village of Port Clements

VIA EMAIL:
s.cabianca@portclements.ca
cao@portclements.ca

Dear Mayor and Council:

I would like to extend my congratulations to Mayor Cabianca and all members of the Village of Port Clements Council.

BC Hydro looks forward to continuing to work with those who have previously served on council and to building relationships with newly elected officials.

With this letter, I would like to offer continued support from the North-Central Community Relations team. The team consists of:

- Manager – Bob Gammer;
- Stakeholder Engagement Advisor – Kate O'Neil;
- Coordinator – Dave Mosure.

In the past, we've assisted with BC Hydro related matters in your community such as construction projects, vegetation management, service reliability, outages, and community grants.

Again, congratulations on your recent election. If you require information or assistance, please reach out through my contact information noted above.

Sincerely,

Bob Gammer

From: admin@goyellowhead.com <admin@goyellowhead.com>
Sent: November 4, 2026 1:34 PM
To: goyellowhead@gmail.com
Cc: 'Four-Town Printing' <fourtown@sasktel.net>; Pete Pearson <petep1@telus.net>
Subject: Attn: Mayor & Council - Congratulations on the recent Municipal election

Your Worship Mayor and Members of Council:

On behalf of the Board of the Trans Canada Yellowhead Highway Association (TCYHA) we extend our congratulations on your recent election.

In 1926 municipal and community leaders from British Columbia and Alberta joined forces to create a mechanism that would help unite advocacy, the Yellowhead Highway Association. The original impetus to connect, by way of road travel, Mt. Robson Park to Jasper National Park marked the beginning of 100 years of collaboration amongst all three levels of government coordinated by the TCYHA. Your municipality is an important part of that history and we hope we can count on it being a part of our collective future.

The Yellowhead Highway Corridor plays an integral part in not only the economy of Western Canada but also, by extension, to all of Canada. A significant proportion of Provincial GDP is connected through commercial traffic on Trans Canada #16 Yellowhead Highway and BC#5 Yellowhead Highway. As daily commercial traffic increases, providing access to valued resources and services, ensuring this route has the proper infrastructure to facilitate safe and efficient movement enhances economic growth to everyone's benefit

Allow us a few moments to re-introduce ourselves to those newly elected: The history of the Association can trace its informal roots dating back to 1819, with the facilitation of moving goods from the Prairies to the West Coast by Iroquois Metis fur trader Pierre Bostonais – also known as "Yellowhead". Following the original formation in 1926, ongoing expanded interests required the organizational structure to be reformed in 1947 to encompass all four Western Provinces and a new name to reflect the broader mandate - the Trans Canada Yellowhead Highway Association. Over that time collective collaboration, as managed by the TCYHA, saw significant infrastructure development throughout Western Canada.

Now the TCYHA celebrates a 100-year history of working co-operatively with the Federal and all four Western Provincial Governments in ensuring the necessary infrastructure needs continue to be addressed to further economic development and provide safe and efficient movement of people and goods along the Yellowhead corridors (TC#16 and BC#5).

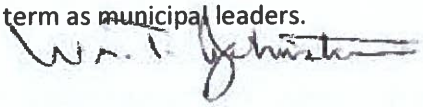
Additionally, the TCYHA will continue developing proactive approaches to promote regional tourism and, when appropriate, to expand that to pan-Western tourism. We also are working with Indigenous Tourism agencies to enhance that outreach. A communal effort will be in everyone's best interests.

Each year the members of TCYHA convene to put together Resolutions that we collectively would like to bring to Government's attention. We look forward to ongoing collaboration in moving forward key transportation infrastructure concerns which will have very positive benefits for all the constituents on and along the Yellowhead corridors and help enhance traveler safety.

We invite you to share any highway concerns with us so we can work together to formulate effective strategies in getting them addressed. We encourage you to appoint a member of your Council to serve as a liaison to TCYHA and act as your Designated Representative to facilitate effective information exchange.

Should you have any further questions please feel free to reach out to either myself, our Past President Pete Pearson (petep1@telus.net), or our Chief Administrative Officer, John Wojcicki (admin@goyellowhead.com).

We wish you safe travels and prosperity in your community as you address upcoming challenges in your term as municipal leaders.



Bill Johnston, Board President TCYHA
(Municipal Representative, Churchbridge SK)

On behalf of the TCYHA Board, sent by

John

H. John Wojcicki
C.A.O.
Trans Canada Yellowhead Highway Association
(TCYHA *est' in 1947 ~ YHA est'd in 1926*)
11211 – 76 Ave. NW Edmonton, AB T6G 0K2
Ph: 780.761.3800
Email: admin@goyellowhead.com
www.goyellowhead.com

#GOYH @GOYellowhead

"Celebrating the TCYHA 79th Anniversary"
"YHA Serving Western Canada for 100 years"

GO yellowhead

"The TCYHA respectfully acknowledges that the highways, municipalities, and businesses on and along our Yellowhead Highway Corridor are situated on the traditional lands and routes traveled of First Nations and Métis people whose presence continues to enrich our vibrant communities."

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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: November 16, 2026

RE: Next Generation 911

BACKGROUND

Next Generation 911 (NG911) is the federally mandated transition of Canada's emergency communications network to Internet Protocol (IP)-based technology. This transition modernizes 911 networks and infrastructure across Canada.
It is argued that the NG911 will improve public safety through better 911 caller location information, real-time texting, and streaming audio and video. It will also enable new ways to direct calls to services other than police, fire and ambulance, such as mental health support.

The Next Generation 911 Funding Program provides funding to eligible recipients to support the transition and operational readiness of existing 911 services to NG911. Its purpose is to support local preparedness for NG911 implementation in compliance with the Canadian Radio -television and Telecommunications Commission (CRTC) Mandate. An allocation base funding of forty-five thousand dollars ($45, 000) was made available to all local governments with a three (3) year time span regardless of current level of 911 service. The Village signed the agreement, and there was an option for (UBCM) to hold the grant for 3 years, which the Village utilized.
Note that 911 service does not exist on Haida Gwaii.

DISCUSSION & ANALYSIS

The funds allocated to the Village in 2023 is to support local preparedness for the implementation of NG911 service. Eligible cost for NG 911 project would cover:

- Public Education
- Legal and contract cost
- Mapping and GIS
- Civic Addressing

The deadline for the use of the funds expired in September 2026, and staff has already requested an extension for the use. The extension is pending details from Port Clements on such a project.

Over the past months, the North Coast Regional District (NCRD) and MX Webb Consulting have prepared a NG911 report which assesses the potential for emergency calling service across the entire NCRD area. The NCRD is in the process of applying for funding which would begin the preliminary work for the NG 911 programme, for communities that do not

currently have 911 service and is therefore seeking support from such communities including Port Clements.

(See report from NCRD CAO, Daniel Fish attached) and a Summary of the Feasibility Study.

A copy of the detailed Study is available.

Respectfully submitted:

Marjorie Dobson CAO

NORTH COAST
REGIONAL DISTRICT

Staff Report

Date: **November 12, 2026**

To: **The Village of Port Clements**

From: **D. Fish, Chief Administrative Officer**

Subject: **2027 Transition to 911 and Next Generation 911 Grant Application – Haida Gwaii NG911 and Fire Dispatch Implementation**

Recommendation:

THAT the report entitled "2027 Transition to 911 and Next Generation 911 Grant Application – Haida Gwaii NG911 and Fire Dispatch Implementation" be received;

AND THAT Council support the North Coast Regional District application to the Next Generation 911 Program;

AND THAT Council approve the North Coast Regional District to act as the primary applicant responsible for overall grant management and reporting on its behalf.

PURPOSE:

The purpose of this report is to present to the Board of the North Coast Regional District (NCRD) a proposed grant application to UBCM's Next Generation 911 funding program and to seek authorization to apply and act as the grant administrator on behalf of partners.

BACKGROUND:

At its Regular meeting held September 11, 2026, the Board of the NCRD received the NCRD 911 Feasibility Assessment Report which assesses the potential of introducing 911 emergency calling services across the NCRD. The Report is intended to support informed decision-making by providing a clear understanding of the requirements for establishing 911 services in the region, the benefits it would bring residents and visitors, and a practical roadmap for implementation.

The NCRD, in partnership with the Villages of Daajing Giids, Masset and Port Clements, is proposing to advance the implementation of Next Generation 911 (NG911) services across Haida Gwaii through an application to UBCM's 2027 Transition to 911 and Next Generation 911 program.

Currently, emergency calls throughout Haida Gwaii are initiated using various 10-digit telephone numbers, depending on the community and emergency service required. Police calls are directed to local RCMP detachments, with calls forwarded to the RCMP North District Operational Communications Centre (OCC) after hours. Ambulance calls are made through the provincial BC Emergency Health Services (BCEHS) telephone number. Local volunteer fire departments also rely on individual 10-digit numbers to notify responders, with four of the seven fire departments using Northern 911 services through separate telephone numbers.

The proposed initiative would establish a coordinated regional NG911 primary call-answer service, connected to the TELUS NG911 system, alongside a harmonized regional fire dispatch service. The proposed service would be established as an NCRD service and would provide residents and visitors with a single, universally recognized three-digit emergency number through which police, fire, ambulance and other emergency services can be accessed.

The project represents the first phase of the NCRD's recommended NG911 implementation roadmap and is intended to establish the governance, technical and

operational foundation for future expansion of three-digit emergency calling services to other areas of the regional district.

DISCUSSION:

Proposed Grant Application

The NCRD is proposing to submit a regional application under Category 1 of the 2027 Transition to 911 and Next Generation 911 program, which prioritizes communities that do not currently have three-digit 911 dialing services.

The application seeks $459,000 to support the planning, development and implementation of NG911 and regional fire dispatch services on Haida Gwaii.

The proposed project has an estimated total cost of $594,000. This includes $135,000 in previously approved 2023 UBCM funding, which has been allocated toward eligible public education, mapping and GIS, and civic addressing activities. The current application seeks the remaining $459,000.

The proposed activities and associated project costs are summarized below:

Proposed Activity	Total Project Cost	2027 Funding Request
Public education	$27,500	$0
Planning and implementation of three-digit 911 services	$127,300	$127,300
Legal and contract costs	$47,300	$47,300
Mapping and GIS	$76,900	$14,400
Civic addressing and signage	$60,000	$15,000
Fire dispatch radio connections and pagers	$255,000	$255,000
TOTAL	**$594,000**	**$459,000**

In addition to the grant funding, the project anticipates in-kind contributions through NCRD staff time associated with contract and legal work, service development and implementation, GIS processes and data development, and public education. The application also identifies potential additional funding support through Indigenous Services Canada (ISC).

Key Project Activities

The proposed grant application identifies several interrelated activities required to establish NG911 and a coordinated regional fire dispatch service.

1. Project Planning, Coordination & Implementation

Funding will support project management and coordination throughout the implementation process, including:

- Establishing project oversight, managing schedules and deliverables, and monitoring implementation risks and dependencies.
- Coordinating with participating local governments, emergency response agencies, TELUS, 911 call-answer providers and fire dispatch service providers.
- Developing detailed implementation plans, including technical readiness, operational dependencies, testing and transition requirements.
- Supporting change management and operational readiness, including updates to operating procedures, communication protocols, roles and responsibilities.
- Developing and delivering training for NCRD staff, participating communities, volunteer fire departments and other local response agencies.
- Coordinating familiarization activities between contracted call-answer and dispatch providers and local emergency responders.
- Undertaking implementation testing and confirming readiness before transitioning to live three-digit 911 services.

2. Legal, Contractual & Governance Framework

Legal and contract funding will support the development of the governance and contractual arrangements required to establish and operate the proposed regional service. This includes:

- Preparing the NCRD service establishment bylaw and associated governance and cost-sharing arrangements.
- Reviewing, negotiating and executing the required Local Government Authority agreements with TELUS, including responsibilities relating to GIS, civic addressing and service implementation.
- Developing agreements with primary 9-1-1 call-answer and fire dispatch providers, including service responsibilities, performance requirements and financial arrangements.

- Preparing participation agreements with participating local governments and Indigenous communities, as required.
- Preparing and reviewing implementation contracts associated with technical integration and fire dispatch radio connections.

3. Mapping, GIS and Civic Addressing

Accurate geographic information and civic addressing are essential to the successful implementation of NG911, particularly in rural and remote communities. Each jurisdiction will be responsible for the following proposed activities:

- Reviewing and updating existing GIS and civic addressing datasets to identify and correct deficiencies.
- Reviewing road centreline data and aligning local road information with the Provincial Digital Road Atlas, including locally recognized road names and aliases.
- Validating civic addresses and structure-based address points to improve the accuracy of emergency response locations.
- Reviewing jurisdictional and emergency service boundaries, including fire protection and response areas.
- Assessing addressing requirements for coastal and remote properties accessed primarily by water, including potential marine access routes and unique site address points.
- Coordinating with GeoBC, the Integrated Cadastral Information Society, participating jurisdictions and GIS contractors to prepare and validate required data.
- Preparing GIS datasets in accordance with applicable NG9-1-1 standards, including NENA requirements and the Canadian Civic Location Data Exchange Format (CLDXF-CA).
- Establishing processes for ongoing GIS data maintenance, validation and submission.

The project will also address civic addressing and signage deficiencies identified through the GIS assessment. This may include installing or replacing address signage, reviewing road and place names, consulting with local emergency responders, and developing guidance to support consistent addressing practices.

4. Regional Fire Dispatch Radio Connections

A significant component of the proposed project is the establishment of radio connections between participating volunteer fire departments and a contracted regional fire dispatch provider.

Funding will support:

- Assessing the technical and operational requirements for connecting participating fire departments to the selected dispatch provider.
- Purchasing radio interface equipment, pagers and related components.
- Installing and integrating the required equipment with existing local fire communications systems and the contracted dispatch centre.
- Testing and commissioning the equipment to confirm reliable communications and dispatch functionality.

The proposed regional approach is intended to provide consistent fire notification and response procedures, improve interoperability between departments, and strengthen mutual aid arrangements. The use of VHF radio will also support communications in areas where cellular coverage may be limited.

5. Public Education & Community Awareness

The application includes public education activities to support the transition from existing 10-digit emergency numbers to three-digit 9-1-1 dialing. Activities will include:

- Developing public education materials explaining how to access emergency services through 9-1-1 and what information callers should provide.
- Distributing printed and digital materials, including pamphlets, fridge magnets and quick reference guides.
- Coordinating community outreach through local government communication channels, community meetings, local publications and partner organizations.
- Developing culturally appropriate messaging in consultation with participating communities.
- Tailoring information to rural and remote circumstances, including tourism, seasonal workers, work camps and challenges associated with rural addressing and identifying emergency response locations.

Proposed Project & Application Partners

The NCRD will act as the primary applicant and proposed grant administrator for the regional initiative. The application identifies the following municipal partners:

- Village of Daajing Giids
- Village of Masset
- Village of Port Clements

The municipalities would participate in the development and implementation of the regional service, including governance, service planning, operational readiness and associated cost-sharing arrangements.

The project is also expected to involve coordination and engagement with a broader group of emergency response agencies, Indigenous communities and technical service providers.

First Nations and Indigenous Organizations

Old Massett and Skidegate Band Councils were engaged through the All Islands Emergency Planning Committee during the development of the application. All area First Nations were also engaged through the development of the NG911 feasibility assessment.

The application identifies the potential for First Nations to participate in the resulting regional service. However, specific participation and associated responsibilities have not yet been confirmed and will require further engagement and the development of appropriate agreements.

Emergency Response Agencies and Service Providers

Implementation will require coordination with:

- Local volunteer fire departments across Haida Gwaii.
- The RCMP and its North District Operational Communications Centre.
- BC Emergency Health Services.
- TELUS, as the NG9-1-1 network provider.
- Relevant provincial GIS authorities and technical service providers, including GeoBC, the Integrated Cadastral Information Society and GIS contractors.
- Contracted primary and secondary Public Safety Answering Points (PSAPs) and fire dispatch service providers.

The NCRD has not yet selected or contracted with its primary 9-1-1 call-answer or fire dispatch providers. These arrangements will be advanced through the proposed project.

Regional Benefits

The proposed project will provide several important benefits to residents, visitors and emergency response agencies across Haida Gwaii, including:

- A single, universally recognized three-digit emergency number for accessing emergency services.
- Automatic delivery of caller location information to support more accurate and timely emergency response.
- Consistent and professionally managed emergency call-answer services.
- Improved interoperability and coordination between police, fire, ambulance and other emergency service providers.
- Enhanced access to emergency services for visitors, tourists and transient populations.
- Improved fire notification and dispatch procedures, including more effective mutual aid between volunteer fire departments.
- More reliable communications through radio connections, particularly in areas with limited cellular coverage.
- Improved regional governance, service consistency and performance oversight.
- A foundation for future NG911 capabilities, including Real-Time Text, improved location information and enhanced data sharing.

Importantly, the project is intended to establish a regional service framework that can be expanded to other NCRD communities that do not currently have three-digit emergency dialing services.

FINANCIAL IMPLICATIONS:

The proposed application requests $409,000 from UBCM's 2027 Transition to 911 and Next Generation 911 program. The overall project budget is $544,000, inclusive of $135,000 in previously approved 2023 UBCM funding.

The application also anticipates in-kind NCRD staff contributions to project management, legal and contractual work, GIS development and public education. These contributions will be identified in the final project budget.

The proposed budget includes $205,000 for fire dispatch radio connections and pagers. The final equipment requirements and costs will be confirmed through technical assessments and coordination with the selected dispatch provider.

Additional PSAP capacity costs may also be identified through the procurement and contracting process. As the NCRD has not yet selected its 911 call-answer and fire dispatch providers, these potential costs have not been quantified in the current application.

Should the application be successful, staff will return to the Board with further information regarding service establishment, governance, ongoing operating costs and proposed cost-sharing arrangements as these are developed.

ATTACHMENTS:

- Attachment A – UBCM 2027 Next Generation 911 Application

RECOMMENDATION:

Staff is recommending that the Board support the proposed application included as Attachment A to this report, and commit to overall grant management and reporting responsibilities on behalf of project partners.

NORTH COAST
REGIONAL DISTRICT

9-1-1 (Call Service) Feasibility Study Summary

SEPTEMBER 11, 2026

MX Webb Consulting Inc.

Agenda

1. Summary of Work Undertaken
2. Objective & Current State of Emergency Calling
3. 9-1-1 Service Considerations
   a) Primary Call Answer
   b) Fire Dispatch
   c) NG9-1-1
   d) Addressing, Mapping and GIS
4. 9-1-1 Transition Framework
5. Cost Estimates, Allocation & Funding
6. Summary and Recommended Approach

Summary of Work Undertaken



March – June 2026 | April - May 2026 | May – June 2026



July 2026 | August 2026 | September 2026

Objective & Current State

Project Objective

- Assess the potential for introducing 9-1-1 emergency calling services across the North Coast Regional District (NCRD), along with the associated costs and benefits.

Current State of Emergency Calling in the NCRD

- Emergency calling methods and numbers differ significantly between communities.
- Residents and visitors are required to know different emergency numbers depending on their location and the service required.
- Emergency calls do not automatically provide caller location information to emergency call takers and dispatchers anywhere in the NCRD.
- Existence of emergency response boundaries, call-answering arrangements, and dispatch practices vary throughout the region.
- There is no formal regional governance structure or performance reporting framework for emergency communications.

Outreach Conducted

- **Approach**
  - Online surveys and questionnaires to gain understanding of current state of emergency calling and expectations of 9-1-1 benefits.
  - Interviews with all emergency response agencies, administrators and other stakeholders.
- **Agencies Contacted**
  - RCMP – Prince Rupert, Masset, Daajing Giids, North District OCC (Prince George)
  - BCEHS – Provincial Clinical Operations, Kamloops Dispatch, Sandspit & Daajing Giids Stations
  - Fire Departments – 7 volunteer fire departments on Haida Gwaii, 4 Indigenous coastal mainland departments, Prince Rupert and Port Edward
  - Municipal administration – Masset, Daajing Giids, Port Clements, Port Edward
  - Indigenous Governments – Old Massett, Gitxaala (Kitkatla), Gitga'at (Hartley Bay), Metlakatla
  - Search and Rescue – Haida Gwaii and Prince Rupert
  - GIS teams and contractors
  - 9-1-1 PSAPs and Fire dispatch service providers
  - Provincial agencies – Citizens Services, GeoBC, ICI Society

PSAP – Public Safety Answering Point

Types of Emergency Calling

10 Digit Dialing

- Call is routed to a PSAP but location and caller information not delivered.

Basic 9-1-1

- 9-1-1 call is routed to a PSAP but caller location and information are not delivered.

9-1-1 "Default Routing"

- For VoIP and Cellular WiFi Calling – call is routed to service provider's operators (not PSAP) but location not delivered.
- Pre-registered location is provided in some situations.

E9-1-1 and NG9-1-1

- The PSAP receives the caller's information and location:
  - For landline calls, the registered service address.
  - For mobile calls, location is estimated based on nearby cell towers, triangulation or device-provided location (GPS).

Implemented in NCRD



Public awareness of service types & availability is inconsistent at best

Community	Police	BCEHS or Health Service	Fire	Marine
Daajing Giids	250-559-4421	800-461-9911	250-559-4488	*16 (cellular) Channel 16 (VHF)
Dodge Cove	9-1-1 (Default Routing)	800-461-9911	No fire service	*16 (cellular) Channel 16 (VHF)
Gitga'at (Hartley Bay)	9-1-1 (Default Routing)	888-691-6958	888-691-6958	*16 (cellular) Channel 6/16 (VHF)
Gitxaala (Kitkatla)	9-1-1 (Default Routing)	250-848-2254 VHF radio	250-848-2254 VHF radio	*16 (cellular) Channel 16 (VHF)
Lax Kw'alaams	9-1-1 (Default Routing)	250-625-3331	250-625-3233	*16 (cellular) Channel 16 (VHF)
Masset	250-626-3991	800-461-9911	250-626-5511	*16 (cellular) Channel 16 (VHF)
Metlakatla	9-1-1 (Default Routing)	800-461-9911	250-600-2950	*16 (cellular) Channel 16 (VHF)
Old Massett	250-626-3991	800-461-9911	250-626-5222	*16 (cellular) Channel 16 (VHF)
Oona River	9-1-1 (Default Routing)	800-461-9911	No fire service	*16 (cellular) Channel 16 (VHF)
Port Clements	250-626-3991	800-461-9911	250-557-4355	*16 (cellular) Channel 16 (VHF)
Port Edward	9-1-1 (Basic)	9-1-1 (Basic)	9-1-1 (Basic)	*16 (cellular) Channel 16 (VHF)
Prince Rupert	9-1-1 (Basic)	9-1-1 (Basic)	9-1-1 (Basic)	*16 (cellular) Channel 16 (VHF)
Sandspit	250-559-4421	800-461-9911	250-637-2222	*16 (cellular) Channel 16 (VHF)
Skidegate	250-559-4421	800-461-9911	250-559-8300	*16 (cellular) / Channel 16 (VHF)
Tlell	250-559-4421	800-461-9911	250-557-4348	*16 (cellular) / Channel 16 (VHF)
Tow Hill	250-626-3991	800-461-9911	250-626-5511	*16 (cellular) / Channel 16 (VHF)

Current State - Key Findings:

- Numbers & methods for contacting emergency services vary.
- Location of caller not provided to call taker/dispatcher.

Police

- Haida Gwaii – call local detachment via *10-digit number*
- Unincorporated mainland communities – *9-1-1 default routing*
- Prince Rupert/Port Edward – *Basic 9-1-1 service*

Emergency Medical

- Haida Gwaii – BCEHS via *provincial 10-digit number*
- Unincorporated mainland communities – *local 10-digit number*
- Prince Rupert/Port Edward – *Basic 9-1-1 service*

Fire

- Haida Gwaii – local *10-digit number* (Northern 9-1-1)
- Unincorporated mainland communities – *local 10-digit number*
- Prince Rupert/Port Edward – *Basic 9-1-1 service*

Marine Rescue

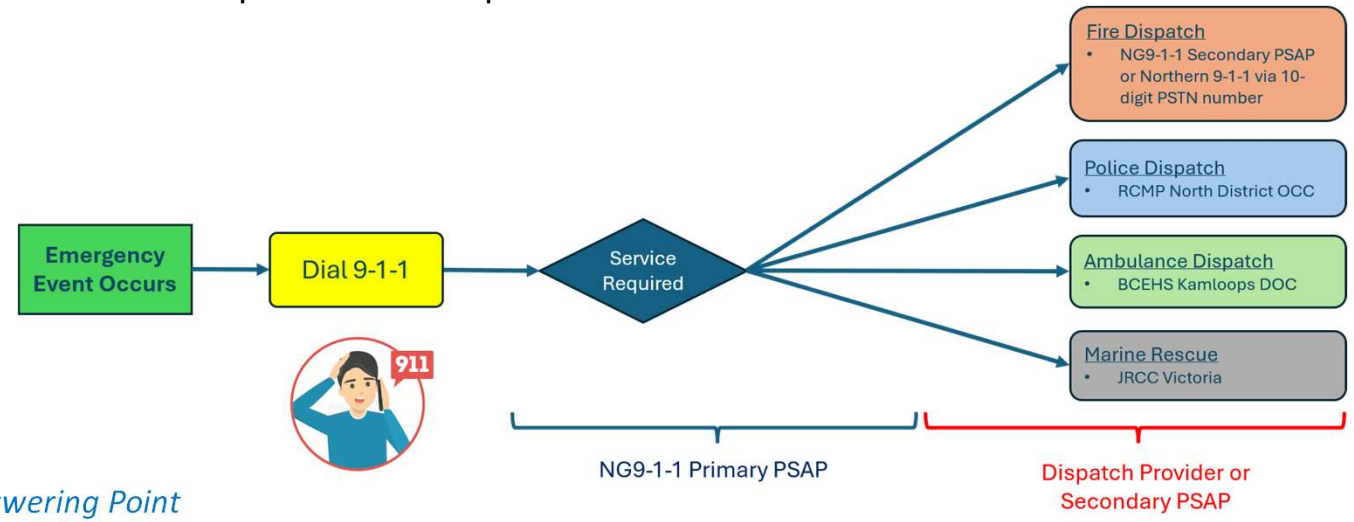
- JRCC/Coast Guard via provincial number or VHF radio.

9-1-1 Service Considerations

The introduction of 9-1-1 service in the NCRD would involve the addition of two key functions:

Primary Call Answer: The initial point of contact for 9-1-1 emergency calls, also known as the Primary PSAP.

Fire Dispatch: The service that gathers Fire incident details and alerts fire response resources, also known as the Secondary PSAP. Ambulance and Police dispatch are currently provided through BCEHS and RCMP. Prince Rupert Fire and Northern 9-1-1 provide Fire dispatch service in the NCRD.



PSAP – Public Safety Answering Point

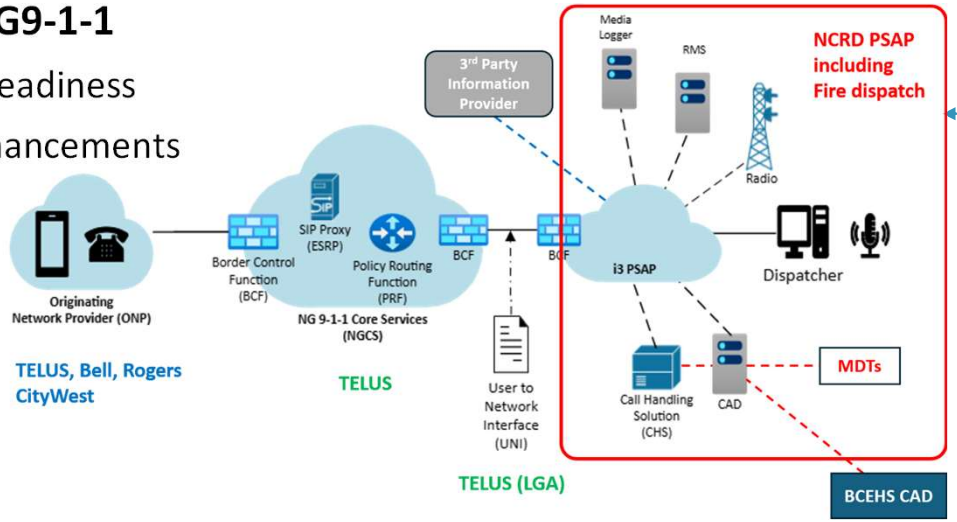
NG9-1-1 Transition in Canada

NG9-1-1 Regulatory Policy (CRTC)

- National mandate for NG9-1-1 technology implementation (Internet Protocol based 9-1-1 service).
- March 2027 deadline does not apply to any geographic area which does not currently have E9-1-1 service established and so does not apply to the NCRD.
- However, if the NCRD is to implement 9-1-1 service, it must be based on NG9-1-1 technology standards.

Requirements for Implementing NG9-1-1

- Originating network provider readiness
- Addressing & GIS mapping enhancements
- TELUS agreement (LGA/IGB)
- PSAP agreement(s)
- Public education



These systems and functions will be implemented by a contracted service provider (PSAP).

Addressing & GIS Mapping

- The NCRD and communities will need to create and update new GIS datasets in preparation for the implementation of NG9-1-1:
  - Road centerline with address attributes, as updates to the provincial Digital Road Atlas (DRA)
  - Street name alias
  - Site Structure Address Points (SSAP) in NENA Civic Location Data Exchange Format (CLDXF-CA) format
  - Jurisdictional boundaries (regional district, municipality and Indigenous Governments)
  - PSAP boundaries
  - Service boundaries (Police, Fire and Ambulance)
- These obligations will be included in the NG9-1-1 agreements (LGA/IGB) required with TELUS.
- Some of this data will be created and managed centrally by GeoBC, including the DRA and jurisdictional, PSAP and service boundaries.
- GeoBC hosts the NG9-1-1 GeoHub which provides information and resources to support this work. See https://ng911gisdata.gov.bc.ca/.

Addressing and mapping enhancements are key dependencies for NG9-1-1 implementation

9-1-1 Transition Framework – A Phased Approach to Establishing Regional 9-1-1 Service



Phase 1 (Haida Gwaii):

- Largest unserved population
- Established coordination and mutual aid arrangements
- 4 fire departments using common dispatch provider

Phase 2 (Prince Rupert/Port Edward):

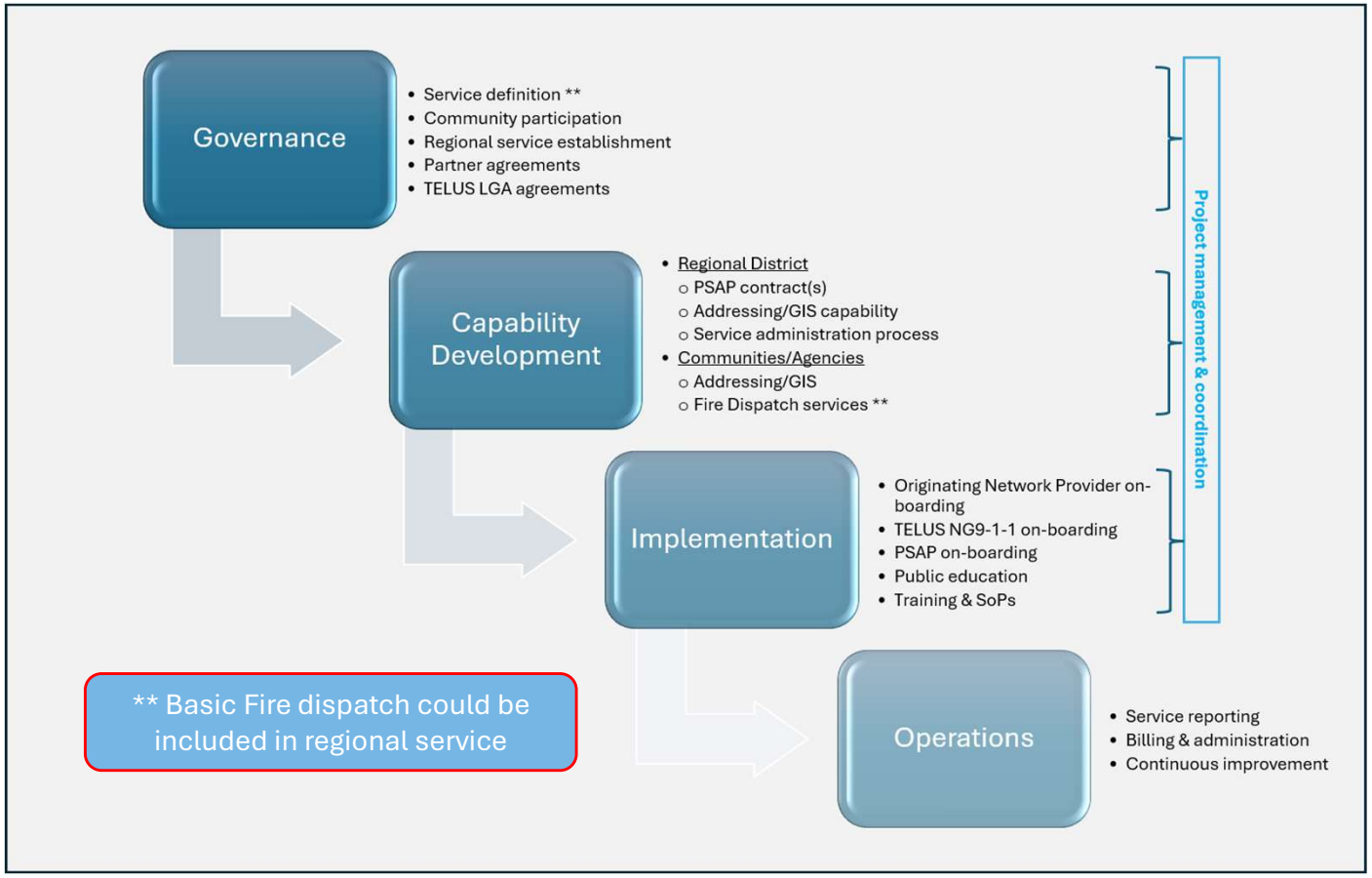
- Large population.
- Dependent on NG9-1-1 transition for Fire dispatch.

Phase 3 (Uninc. Mainland):

- Dependent on emergency medical integration with BCEHS.

Phase 2 and 3 can be implemented in parallel, subject to dependencies.

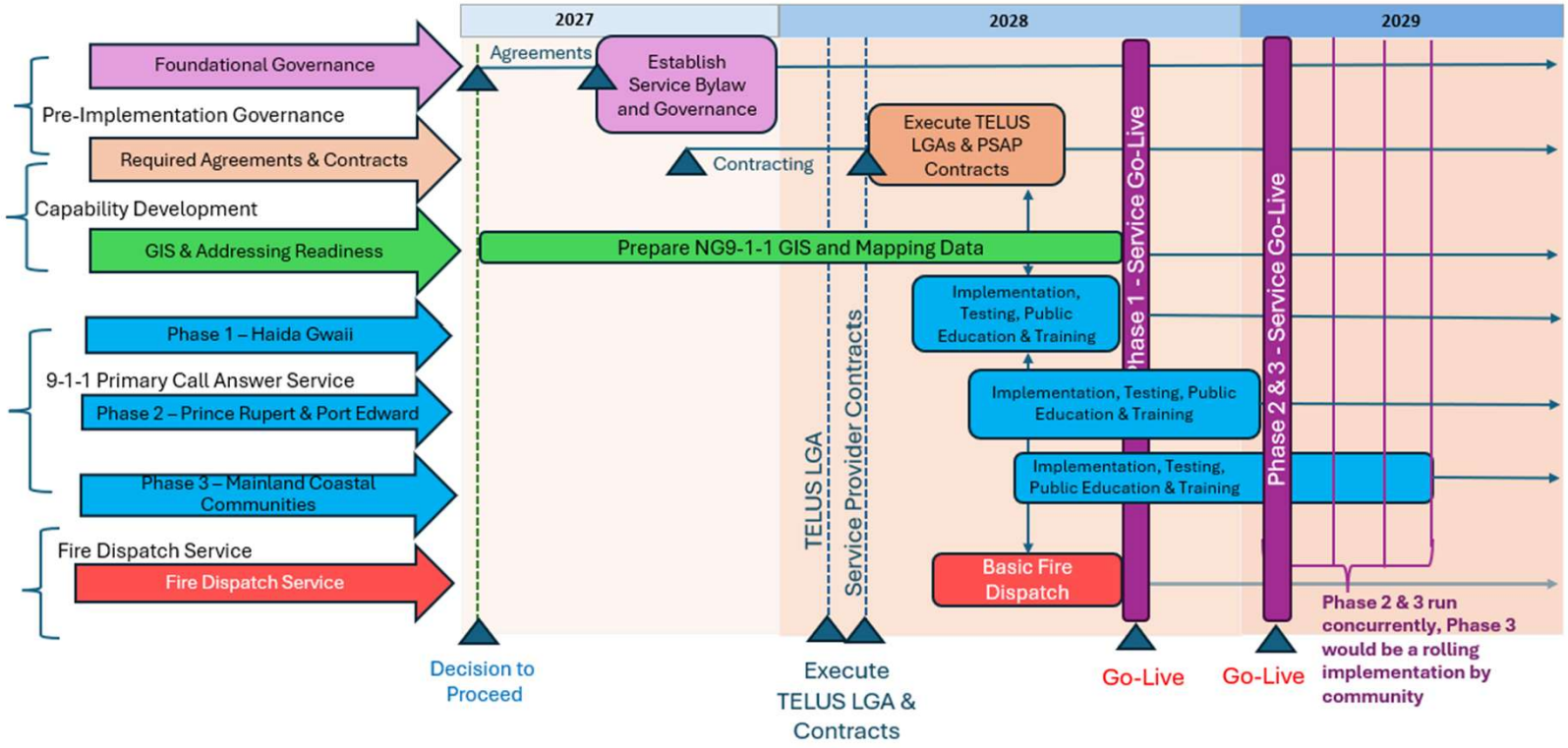
Implementation Steps by Phase



Service Transition - Key Findings

- **A consistent regional emergency calling service should be based on NG9-1-1 technology.**
  - NG9-1-1 service can be implemented using existing telecommunications and emergency communications infrastructure as communities become ready to implement it.
  - Universal 9-1-1 dialling and automatic delivery of caller location information are the greatest public safety benefits of implementing NG9-1-1.
  - Addressing & GIS mapping data, governance, and funding are the primary implementation dependencies.
- **Fire dispatch could be included in regional service for certain areas.**
- **A standalone Public Safety Answering Point (PSAP) serving the NCRD alone is not economically viable under current funding conditions.**
  - Contracting service to established NG9-1-1 service providers is preferred service delivery model.
- **Haida Gwaii represents the most practical and achievable first phase of implementation.**

Implementation Timeline



- *Approximately 2 years to implement Phase 1*
- *NG9-1-1 Primary Call Answer implementation is gated by NG9-1-1 transitions across BC*

Cost Estimates – NG9-1-1 Primary Call Answer

Cost Item	Phase 1 Haida Gwaii	Phase 2 Haida Gwaii + Prince Rupert	Phase 3 Haida Gwaii + Coastal	All NCRD
One-Time Implementation Cost				
Implementation & Contracting	$90,000	$130,000	$110,000	$150,000
Addressing / Mapping (1)	$109,769	$124,618	$171,338	$186,187
PSAP Service Provider	$8,000	$8,000	$8,000	$8,000
Public Education	$25,000	$25,000	$25,000	$25,000
Contingency	$23,277	$28,762	$31,434	$36,919
TOTAL	**$256,045**	**$316,379**	**$345,772**	**$406,106**
Annual Operating Cost				
Addressing / Mapping	$7,720	$8,403	$11,451	$12,133
PSAP Service Provider	$23,490	$72,860	$27,500	$76,870
Public Education	$5,000	$5,000	$5,000	$5,000
Contingency	$3,621	$8,626	$4,395	$9,400
TOTAL	**$39,831**	**$94,889**	**$48,346**	**$103,403**
Comparative Metrics				
Population	4,236	17,006	5,597	18,367
9-1-1 Call Volume	1,349	6,286	1,750	6,687
Implementation Cost/Pop (2)	$34.53	$11.28	$31.17	$11.97
Operating Cost/Pop (2)	$9.05	$5.41	$8.10	$5.30

Notes & Assumptions:

- Includes all implementation costs, including addressing/GIS updates
- Street signage enhancements not included
- NG9-1-1– **$10**/call/year for 6,687 calls (all NCRD)
- PSAP technology and systems provided by service provider
- (1) Addressing/mapping costs exclude the City of Prince Rupert.
- (2) Comparative metrics exclude Indigenous communities.

Cost Estimates – Fire Dispatch

Basic Fire Dispatch

Cost Item	Phase 1 Haida Gwaii	Phase 1 & 3 Haida Gwaii + Coastal
One-Time Implementation Cost		
Implementation & Contracting	$37,500	$62,500
Fire Dispatch Service	$14,000	$22,000
Contingency	$5,150	$8,450
TOTAL	**$56,650**	**$92,950**
Annual Operating Cost		
Technology	$8,400	$13,200
Fire Dispatch Service	$18,630	$30,990
Contingency	$2,703	$4,419
TOTAL	**$29,733**	**$48,609**

Enhanced Fire Dispatch

- Additional one-time costs to establish radio dispatch connections and configure dispatch systems: $25K per department

Cost Assumptions

- Fire Dispatch
  - Basic – Northern 9-1-1 standard rates (minimum $250/month per department)
  - Enhanced – $130/event/year (similar to Basic but event-volume dependent)
  - Some existing expenses will be offset

Funding Sources and Allocation

Cost Allocation

- 9-1-1 Primary Call Answer and Basic Fire Dispatch
- One-time and ongoing costs estimated
- Regional district service levy would cover municipalities & electoral areas
- Partnership agreements and cost sharing with Indigenous Governments
- Grant funding (UBCM, ISC) possible but not assumed
- Cost allocation based on population

Example – Phase 1 (Haida Gwaii)

	NCRD	Daajing Giids	Masset	Port Clements	Old Massett	Skidegate	TOTAL
Estimated Population	849	964	838	340	545	700	4236
% Population/Share	20.0%	22.8%	19.8%	8.0%	12.9%	16.5%	100%
Estimated 9-1-1 Calls	256	293	306	106	198	190	1349
% 9-1-1 Calls	19%	22%	23%	8%	15%	14%	100%
#Depts. Basic Fire Dispatch	2	1	1	1	1	1	7

Phase 1	NCRD	Daajing Giids	Masset	Port Clements	Old Massett	Skidegate	TOTAL
Primary Call Answer							
Implementation	$ 103,285	$ -	$ -	$ -	$ 18,820	$ 24,172	$ 146,277
Community Specific GIS Costs	$ 21,517	$ 17,113	$ 18,908	$ 12,308	$ 18,683	$ 21,240	$ 109,769
Less: UBCM NG9-1-1 Funding	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Less: ISC Funding					$ -	$ -	$ -
Net Implementation Cost	$ 124,802	$ 17,113	$ 18,908	$ 12,308	$ 37,502	$ 45,412	$ 256,045
Fire Dispatch							
Implementation	$ 16,186	$ 8,093	$ 8,093	$ 8,093	$ 8,093	$ 8,093	$ 56,650
Less: ISC Funding					$ -	$ -	$ -
Net Implementation Cost	$ 16,186	$ 8,093	$ 8,093	$ 8,093	$ 8,093	$ 8,093	$ 56,650
Primary Call Answer							
Ongoing Annual	$ 27,075	$ -	$ -	$ -	$ 5,599	$ 7,157	$ 39,831
Fire Dispatch							
Ongoing Annual	$ 6,138	$ 4,719	$ 4,719	$ 4,719	$ 4,719	$ 4,719	$ 29,733
Phase 1 Total							
Total Implementation Cost	$ 140,988	$ 25,206	$ 27,001	$ 20,401	$ 45,595	$ 53,505	$ 312,695
Net Implementation Cost	$ 140,988	$ 25,206	$ 27,001	$ 20,401	$ 45,595	$ 53,505	$ 312,695
Ongoing Annual Total	$ 33,213	$ 4,719	$ 4,719	$ 4,719	$ 10,318	$ 11,876	$ 69,564

Benefits and Risks – NG9-1-1 Primary Call Answer

Benefits of Implementing NG9-1-1	Risks if Not Implemented
• Automatic delivery of caller location information. • Single, universally recognized emergency number. • Consistent and professionally managed emergency call-answer service. • Improved interoperability between police, fire, ambulance, and other emergency service providers. • Enhanced support for visitors, tourists and transient populations in accessing emergency services. • Access to future NG9-1-1 capabilities, including Real-Time Text, improved location and data sharing. • Greater regional coordination, governance consistency, and service performance oversight.	• Perpetuate significant gaps in emergency calling and service consistency. • Continued dependence on knowledge of local emergency numbers and agency responsibilities. • Delays in emergency response due to variations in emergency numbers, local call-answer arrangements, call routing and dispatch practices. • The absence of consistent caller location information remains a significant public safety risk. • Inability to coordinate investments in and enhancements to emergency response across the region.

Fire Dispatch – Basic vs. Enhanced

Criteria	Basic Fire Dispatch	Enhanced Fire Dispatch
Harmonized Fire Dispatch Service	Yes	Yes
Call Delivery via NG9-1-1	No, but could be a later enhancement.	Yes
Location Delivery	No, but could be a later enhancement.	Yes
Caller and Supplemental Info Delivery	No, but could be a later enhancement.	Yes
Responder Notification	One-way via telephone, SMS message or notification app.	Adds radio-based voice paging and notification.
Field Support During Fire Event	Minimal. Contact via telephone if required.	Real-time radio-based support and situational awareness.
Costs	Minimum ongoing cost ($250/month) up to 1000 residents.	Requires radio infrastructure and fire dispatch connection. Ongoing cost depends on event volume.
Risks	Limitations in fire crew ability to contact dispatch.	Complex implementation may be challenging for small fire departments.

Inclusion of Basic Fire dispatch in regional service should be considered

Summary & Recommended Approach

- **The NCRD should establish NG9-1-1 Primary Call Answer as a sub-regional service and implement it through a phased approach, ultimately leading to region-wide service:**
  - Implement communities in phases based on operational readiness and participation.
  - Phase 1 – Haida Gwaii
  - Dependencies in other areas will dictate timing
- **Call-answering services should be contracted to an existing NG9-1-1 compliant PSAP.**
- **Harmonize fire dispatch arrangements as communities transition to the sub-regional service.**
  - Including Basic Fire dispatch in regional service will assist in achieving this goal.
- **NCRD and communities will need to enhance addressing and GIS data for NG9-1-1.**
- **Partnership opportunities with the City of Prince Rupert and CCRD should be explored.**

Report contains a total of 20 recommendations, including short term enhancements.

Additional Recommendations

- **Further engagement with Indigenous Governments to confirm interest in participation in 9-1-1 and Fire dispatch:**
  - Including cost sharing principles and form and scope of service agreements.
- **Implementation planning:**
  - Evaluate potential Primary and Secondary PSAP service providers.
  - Establish a 9-1-1 implementation program, with appropriate stakeholder representation and governance.
- **NCRD and communities should pursue a set of short-term addressing and GIS mapping enhancements:**
  - Inclusion of roads in provincial DRA with addressing information.
  - Create response boundaries where they don't exist.
  - Share all existing datasets with GeoBC.

Key Decisions for the NCRD

- **The NCRD and its partner communities should determine:**
  - Whether to establish NG9-1-1 as a regional service.
  - Which communities will participate in each phase.
  - How implementation and operating costs will be allocated.
  - Whether fire dispatch will be incorporated into the regional service.
  - Which PSAP provider will deliver NG9-1-1 call-answer and fire dispatch services.

Thank You!

Discussion & Questions

From: GiO n Pam <gionpam@gmail.com>
Sent: November 4, 2026 9:27 AM
To: Office <office@portclements.ca>
Cc: Marjorie Dobson <cao@portclements.ca>
Subject: Port Clements Rod & Gun Club (1991) request to council to waive fees

Hello Office Staff & New Council,

We are Board Members of the Port Clements Rod & Gun Club, a local non profit in our community that has been in existence since 1991.

Each year, we have approximately 4 board meetings. These meetings are typically on a Sunday in February, May and August and generally are 1-1.5 hours' long from 11am-12:30pm, with a 3 hour Sunday evening AGM in November. We have been using Angela's Gas Station for our regular meetings, and the Seniors Room for our AGM each year. Due to Angela's Gas Station being for sale, we would like to shift our meetings to the Seniors Room.

We have looked at the Village of Port Clements Bylaw 484 and have noted that some organizations have the cost of their meeting room fees waived. Is this something the Village could support for our small local non profit organization?
We would be happy to attend the November 16th Council meeting to speak, let us know.

Thanks,
GiO Cojocaru, Chair
Pam Greenstock, Gun Range Officer
Port Clements Rod & Gun Club (1991)
604.782.7801

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G.2

From: Kazamir L. Falconbridge
To: Marjorie Dobson; Ruby Decock
Subject: Fw: F.stmts to Sept 30
Date: October 20, 2026 1:35:37 PM
Attachments: F.stmts to Sept 30_2026.pdf

These are the current financial statements for the museum.

Kazamir L. Falconbridge, AScT, CD, EMR
Owner/Operator, Red Raven Handyman Services
Firefighter, Municipal Councilor, Canadian Ranger, Paramedic
PO Box 242
20 Jasper Street
Port Clements, BC V0T 1R0
Phone: (250) 626-7459
Email: kazamir@live.com

From: Jennifer Pigeon <j.pigeon_bookkeeping@live.com>
Sent: October 13, 2026 11:48 AM
To: Kazamir L. Falconbridge <kazamir@live.com>
Cc: wr lore <wrlore@hotmail.com>; Doris Fischer <dorisk.fischer@yahoo.ca>; D and E Towing and Salvage Ltd. <detowing@outlook.com>; Tess Hedderich <tess@sednaexploration.com>
Subject: F.stmts to Sept 30

Attached. These are not draft statements for approval. There are still adjusting entries to be made and it is normal procedure to reconcile the month following year end to ensure all transactions have been included before producing draft year end statements.

I have also included the general ledgers for revenue and expense accounts so that you can see what each category consists of. Please review and let me know if you have any questions. These GLs and the attached statements will be very useful in approving the draft financials.

Kazamir - please let me know asap if there is anything else you need for the board meeting tonight or for your grant application later this week.

Haw'aa/Haawa,
Jennifer

J. Pigeon Bookkeeping
& Accounting Services
j.pigeon_bookkeeping@live.com
250.626.7478

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Port Clements Historical Society
Income Statement Oct 01, 2025 to Sep 30, 2026

REVENUE	
Revenue	
Grant Revenue	25,565.57
Donations	998.00
Membership Fees	50.00
Admissions	10,135.00
Retail Sales	960.47
Net Revenue	37,709.04
Other Revenue	
PST Commission	67.39
Interest Revenue	8.43
Miscellaneous Revenue	122.72
Total Other Revenue	198.54
TOTAL REVENUE	37,907.58
EXPENSE	
Payroll Expenses	
Wages & Salaries	25,055.30
EI Expense	572.11
CPP Expense	815.25
WCB Expense	190.28
Subcontractors	1,557.50
Total Payroll Expense	28,190.44
General & Administrative Expenses	
Accounting & Legal	2,525.64
Advertising & Promotions	40.59
Cash Short/Over	186.40
Fuel	12.10
Insurance	1,055.00
Interest & Bank Charges	992.74
Office Supplies	161.31
Purchases for Resale	284.00
Repair & Maintenance	554.71
Telephone & Internet	1,663.11
Utilities	1,211.59
Total General & Admin. Expenses	8,687.19
TOTAL EXPENSE	36,877.63
NET INCOME	1,029.95

Generated On: Oct 13, 2026

Port Clements Historical Society
Balance Sheet As at Sep 30, 2026

ASSET		
Current Assets		
Petty Cash	161.60	
Cash/Undeposited Funds	695.65	
Chequing Bank Account	12,326.93	
NSCU Shares	5.00	
Gaming Account	35.00	
Total Cash		13,224.18
Accounts Receivable	10.00	
Grants Receivable	800.00	
Total Receivable		810.00
Prepaid Expenses		682.40
Total Current Assets		14,716.58
Inventory Assets		
Inventory - Items for Sale		198.23
Total Inventory Assets		198.23
Capital Assets		
Computers		12,903.75
Equipment		3,294.53
Furniture & Fixtures		16,092.51
Buildings		165,020.73
Pavilion		18,590.00
Total Capital Assets		215,901.52
TOTAL ASSET		230,816.33
LIABILITY		
Current Liabilities		
Accounts Payable		2,324.78
Accrued Payables		2,082.50
GST/HST Paid on Purchases	- 161.17	
GST/HST Owing (Refund)		- 161.17
Deferred Revenue		35.00
Total Current Liabilities		4,281.11
TOTAL LIABILITY		4,281.11
EQUITY		
Retained Earnings		
Retained Earnings - Previous Year		225,505.27
Current Earnings		1,029.95
Total Retained Earnings		226,535.22
TOTAL EQUITY		226,535.22
LIABILITIES AND EQUITY		230,816.33

REPORT TO COUNCIL

Author: Marjorie Dobson, Chief Administrative Officer
Date: November 16, 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:

The Village new Council
Please join us in welcoming our new Council
Mayor: Scott Cabianca
Councillors: Jasmine Beachy, Amber Billis, Brigid Cumming, Norman Gould

Personnel

(a) A new Public Works Assistant has been employed to backfill the position left vacant since January 2026. Please help us in welcoming Darren Jarvis to the team. Jarvis comes with experiences that will help to enhance the services the Village provides.
(b) Training: Staff continue to undertake courses to enhance their skills, become certified in their respective fields, and to remain relevant and up-to date with the latest industry and trends, and government requirements

Facility Classification
The Environment Operator Certification Programme EOCP) has classified the new Wastewater Facility as a Small Wastewater System, and this category is valid until 2031. The EOCP classifications are done in compliance with regulations established by the Canadian Water and Wastewater Operator Certification Committee. To comply with Municipal Wastewater Regulations, the facility is required to have an operator at the same level or higher.

Facebook Page: The Village is in the process of launching a Facebook Page with the aim of expanding its online presence. The existing Facebook group will remain, but the maintenance will be phased out over time

CRITICAL & OTHER INFRASTRUCTURE
Wastewater Upgrade: The new Sewage Lagoon is substantially completed and currently active and functioning and is scheduled to be completed in 2027.

Bayview Sewage Feasibility: Preliminary work has started, and a feasibility study for Sewage service for Southern Bayview is underway and should be completed sometime in the new year.

Well #4 Connection: Preliminary work has started with connecting the well to the water system. Direct discussions are underway with specialist in the field and a request for proposal will be issued early in the new year with a target completion for Spring of 2027.

Campground Tent Pad Development: Work in progress, agreement to complete the installation of piles to support the three (3) tent platforms at Sunset Park campground is being finalized, and an expression of interest for pad installation will be issued soon. Project is expected to be completed early in the new year.

Finance:

- Preliminary preparations for the year-end work to meet statutory requirements.
- Continue preparing required reports for funding agencies.
- Maintain routine processing of accounts payable, accounts receivable, payroll, and bank reconciliations.

Public Works:
Water: In October we distributed 6,117.85 cubic metres (cu/m) of potable water to the village, a daily average of 197.35 cu/m, or 197,350 litres per day. We found and repaired two water leaks. Unfortunately, one triggered a boil water advisory. Since repairing these two leaks we have noticed a significant drop in water distribution.

Wastewater: In October the monthly inflow was 2,917.2 cu/m (94.1 cu/m daily average), and the lagoon's monthly outflow was 3,735 cu/m (120.48 cu/m daily average). The two figures differ because rainfall passes through the outflow meter but not the inflow meter. Our effluent results for October had improved and are within the specifications of our permit. The fencing project around the lagoon is now complete. We are awaiting the floating cover to be installed, which should happen soon.

Ditching and brushing operations concluded for the season in October, and we anticipate resuming this work in the spring. This was a highly productive year, during which crews cleared brush, reopened ditches, and addressed line-of-sight concerns throughout the village. As previously noted, the village's culverts are in poor condition, and an inspection is being arranged.

The clinic work repairs and maintenance work is almost complete, with only a few small jobs outstanding

Respectfully submitted:

Marjorie Dobson, CAO