



The Village of  
**PORT CLEMENTS**  
*"Gateway to the Wilderness"*

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**Minutes of the Regular Meeting of Council, Monday, March 16, 2026**

**Present:**

Mayor Scott Cabianca  
Councillor Kazamir Falconbridge  
Councillor Brigid Cumming (via TEAMS)  
Councillor Wayne Nicol (via TEAMS)

**Not Present:**

Councillor Dennis Reindl

CAO Marjorie Dobson  
Contractor, Lori Wiedeman (via TEAMS)

**Members of the public:** Elizabeth Stewart (via TEAMS), Kirsty Walker, Sarah Hunt, Mike Thibodeau, Randy O'Brien, Gloria O'Brien, Kayoko Daugert, Josette Wier, David Bowering

**Meeting Called to order at 6:04 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**

Councillor Falconbridge proposed the following additional agenda items under Agenda Item #6 – Government:

G-6—Fire Department Level of Service Designation

CAO Dobson proposed the following additional agenda items under Agenda Item #4 – Original Correspondence:

C-7—Report from BC Ministry of Health regarding a CT Scanner for Haida Gwaii

C-8—NCRD Board Highlights

**2026-03-025**—Moved by Councillor Falconbridge, seconded by Councillor Cummings, THAT Council adopts March 16<sup>th</sup>, 2026, Regular Council Meeting Agenda as amended.

**CARRIED**

**2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS**

D-1—Tibs Contracting (Mike Thibbeadeau) – Requesting permission to remove danger trees on Village right-of-way road. Provided maps showing areas of concern. Legal survey has been completed. Will flag trees on Village property that they want to cut down. Would like an answer soon as fallers will be on site in about two weeks. Mostly spruce trees, minimal value to them.

**ACTION:** *Public Works will be conducting a site visit on March 17, 2026, to assess the tagged trees. Staff will add this topic to the agenda for discussion at Special Meeting*

**MINUTES**

M-1—February 17, 2026, Regular Council Meeting Minutes

M-2—March 10, 2026, Special Council Meeting Minutes

**2026-03-026**—Moved by Councillor Falconbridge, seconded by Councillor Cumming, THAT Council adopts the February 17, 2026, Regular Council Meeting Minutes.

**CARRIED**

**2026-03-027**—Moved by Councillor Falconbridge, seconded by Councillor Cumming, THAT Council adopts the March 10, 2026, Special Council Meeting Minutes.

**CARRIED**

### **3. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS**

UB-1—Joint Economic Development Service—NCRD

**2026-03-028**—Moved by Councillor Falconbridge, seconded by Councillor Cumming, THAT Council receives the correspondence from the NCRD regarding the proposed Joint Economic Development Service.

**CARRIED**

**ACTION:** *Staff to check with other HG municipalities to see if they are going to participate in the Joint Economic Development Service that has been proposed by the NCRD. Staff to add this item to the agenda for the next March 2026, Special Meeting for Council to establish a Committee of the Whole to respond to the questions posed in the correspondence.*

### **4. ORIGINAL CORRESPONDENCE**

C-1—INFORMATION—Gloria O'Brien—Permission to remove trees in front of property on Bayview Drive

C-2—INFORMATION—Abbotsford—Support of Resolution

C-3—INFORMATION—District of 100 Mile House—Request for support—Resolutions to Strengthen Rural Health Care

C-4—INFORMATION—Dale Wheeldon—BCEDA Membership—Supporting Economic Development in Port Clements

C-5—INFORMATION—Betty Stewart—Secretary—Port Clements Community Hall Society—Port Clements Community Hall Event Dates

C-6—INFORMATION—Yellowhead Highway Corridor—Resolutions

C-7—INFORMATION—Report from BC Ministry of Health regarding CT Scanner for Haida Gwaii

C-8—INFORMATION—NCRD Board Highlights

**2026-03-029**—Moved by Councillor Falconbridge, seconded by Councillor Cumming, THAT Council receives item C-1, for information.

**CARRIED**

**ACTION:** *Staff to bring forward policy to address tree removal by next regular meeting of Council to allow for follow up on this item.*

**2026-03-030**—Moved by Councillor Falconbridge, seconded by Mayor Cabianga, THAT Council receives items C-2, C-3, and C-4 for information.

**CARRIED**

**ACTION:** *Staff to bring forward all requests to support UBCM resolutions to the Council meeting where UBCM priorities will be discussed. Staff to bring forward all requests to support NCLGA resolutions to Council for discussion prior to next NCLGA convention on May 20–26, 2026.*

**2026-03-031**—Moved by Councillor Falconbridge, seconded by Mayor Cabianga, THAT Council receives item C-5 for information.

**CARRIED**

**ACTION:** *Staff to draft a letter for the mayor's signature to thank Bruce Toms, who donated vinyl siding for the Community Hall project.*

**2026-03-032**—Moved by Councillor Falconbridge, seconded by Mayor Cabianca, THAT Council receives items C-6, C-7, and C-8 for information.

**CARRIED**

**ACTION:** *Mayor Cabianca will ask at the next NCRD meeting about the Port Hardy portable CT Scanner program which has been providing local diagnostic imaging for North Vancouver Island residents since December 2023.*

**5. FINANCE**

**6. GOVERNMENT**

G-1—Subdivision Bylaw No. 487, 2024 of the Village of Port Clements

**2026-03-033**—Moved by Councillor Falconbridge, seconded by Councillor Cumming, THAT Council gives 3<sup>rd</sup> reading, reconsideration and adoption of "Subdivision Bylaw No. 487, 2024".

**CARRIED**

G-2—Development Variance Permit Application – 17 Bayview Drive

The Agent for the Property Owner, three members of the public, and the Statutory Approving Officer spoke in relation to the Variance.

**2026-03-034**—Moved by Councillor Falconbridge, seconded by Councillor Cumming, THAT Council authorizes the issuance of Development Variance Permit No. 2026-03-16 for 17 Bayview Drive, Village of Port Clements, subject to confirmation of registration of legal agreements, in accordance with:

1. Development meeting all Zoning Bylaw requirements, except for the following variances:
  - a. Minimum Setbacks:

|        |                                          |
|--------|------------------------------------------|
| Front: | reduce from 7.5 m (24.6') to 4.6 m (15') |
| Side:  | reduce from 6 m (19') to 1.5 m (4.9')    |
| Rear:  | reduce from 6 m (19') to 4.6 m (15')     |
2. Property owners agree to the placement of a sewer Right-of-Way easement in favor of the Village of Port Clements on the Title of the property.
3. Property owners entering into a Section 219 Covenant (Floodplain) with the Village to indemnify and release the Village from claims that may arise "should the property owners build on the property or move other structures on the lot within the floodplain setback and the building later be damaged as a result of a flood, erosion, tsunami or other environmental causes."

**CARRIED**

**ACTION:** *Staff to work with the Village lawyer, the property owner/agent, and the Land Title Office to update the property Title with the amended minimum setbacks, the sewer Right-of-Way easement, and the Section 219 Covenant.*

G-3— Amendment to 2026 Council Regular Meeting Schedule

**2026-03-035**—Moved by Councillor Falconbridge, seconded by Councillor Cumming, THAT Council amends the 2026 Regular Council Meeting Schedule with the amendment of April 21<sup>st</sup> to April 20<sup>th</sup> as April 20<sup>th</sup> is not Easter Monday as indicated on the schedule.

**CARRIED**

**ACTION:** *Staff to update the Council meeting schedule and post on the Village website.*

**G-4—Casual/On-Call Employment - Wage rate range**

**2026-03-036**—Moved by Mayor Cabianca, seconded by Councillor Falconbridge, THAT Council approves a wage range of \$20.00 to \$25.00 per hour to hire casual/on-call employment for unskilled casual labour, or entry level office work, and the flexibility for the Village to consider a higher wage for trades or other skilled labour.

**CARRIED**

**ACTION:** *Council supports CAO to set the wage range for hiring casual/on-call employment based on an analysis of local wage market rates for the education and skill sets required.*

**G-5—The 2026 BC Economic Summit May 11–14 in Penticton—Council attendance**

**2026-03-037**—Moved by Councillor Cumming, seconded by Mayor Cabianca, THAT Council sends Mayor Cabianca and Councillor Falconbridge to the 2026 BC Economic Summit May 11-14, 2026, in Penticton.

**CARRIED**

**ACTION:** *Staff to include this travel for the 2026 BC Economic Summit in the budget, in addition to allocating funds for UBCM travel this year.*

**G-6—Fire Department Level of Service Designation**

**2026-03-038**—Moved by Councillor Falconbridge, seconded by Councillor Cumming, THAT Council issues a written declaration to the Fire Commissioner's Office that the Village of Port Clements Volunteer Fire Department's service level is that of an exterior only firefighting unit.

**CARRIED**

**ACTION:** *Staff to draft the written declaration for the Mayor's signature, and send it to the Fire Commissioner's Office, with a copy to the Fire Chief.*

## **7. NEW BUSINESS**

## **8. REPORTS & DISCUSSIONS**

Councillor Falconbridge—Attended the Special Council meeting on March 11, 2026. Was elected treasurer to the board of the Port Clements Historical Society for the museum. Attended the last Protocol meeting. Will be making a presentation at the next Protocol meeting regarding getting funding for an emergency dashboard computer screen for each community.

Councillor Cummings—Attended the Special Council meeting on March 11, 2026. Nothing further to report.

Councillor Nicols—Nothing to report.

Mayor Cabianca—Will be attending the Regional Hospital Meeting this weekend. Nothing further to report.

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

CAO Dobson—Nothing to add to written report.

**2026-03-039**—Moved by Councillor Falconbridge, seconded by Councillor Cumming, THAT Council receives the written and verbal reports from Council and Staff.

**CARRIED**

**9. ACTION ITEMS**

**10. QUESTIONS FROM THE PUBLIC & PRESS**

Elizabeth Stewart

**Question:** When is the new Zoning Bylaw effective?

**Answer:** The new Zoning Bylaw was passed February 17, 2026, and is effective as of that date.

**Question:** When are minutes and financial statements for most of last year going to be posted on the Village website in a PDF searchable format?

**Answer:** Staff are working on getting everything ready to be posted but have limited staff capacity for this project.

**Question:** Has anyone applied for the Deputy Clerk position? Information about position not easily found, so some may not be aware it is available. Where is it posted?

**Answer:** The Village has received some applications. The advertisement has been posted on the Village website, INDEED (an online employment website), around town via posters, on Facebook, at the Hecate Straight employment office, and at the post office.

**11. 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:

- (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public

**2026-03-040**—Moved by Councillor Cumming, seconded by Councillor Falconbridge, THAT Council moves in-camera as per section 90(1)(k) of the *Community Charter* at 8:21 PM

**CARRIED**

**NOTE:** Contractor, Lori Wiedeman, left the meeting at 8:21 PM.

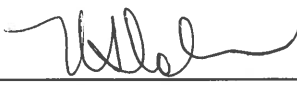
**12. RISE AND REPORT**

**13. ADJOURNMENT**

**2026-03-041**—Moved by Councillor Falconbridge, THAT Council adjourns this meeting at 8.37 PM

**CARRIED**

  
\_\_\_\_\_  
Mayor Scott Cabianca

  
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CAO Marjorie Dobson