



The Village of
PORT CLEMENTS
"Gateway to the Wilderness"

36 Cedar Avenue West
PO Box 198
Port Clements, BC
V0T1R0
OFFICE: 250-557-4295
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7:00 p.m. Regular Meeting of Council Monday October 19, 2015

AGENDA

1. **ADOPT AGENDA.**
2. **PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS**
D-1- Port Clements Police Report- Sergeant Drouin
3. **MINUTES**
M-1-October 5, 2015 Regular Council Meeting
M-2- January 22, 2015 Emergency Management Commission Meeting
M-3- October 1, 2015 Rec Commission Meeting
4. **BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS**
5. **ORIGINAL CORRESPONDENCE**
C-1- Queen Charlotte Regional District board meeting
C-2- All Island Emergency Planning meeting Recap
C-3- MIEDS Business Walk Report
6. **GOVERNMENT**
G-1-Bylaw NO.430, 2015, reconsider and adopt
7. **FINANCE**
F-1-Cheque listing to October 14, 2015.
F-2-Northern Savings Credit Union September bank statement.
F-3-Canadian Imperial Bank of Commerce September bank statement.
8. **NEW BUSINESS**
9. **REPORTS & DISCUSSIONS**
R-1-Report to Council – NDIT Grants Business Façade & Grant Writer
R-2-Report to Council – Gwaii trust Christmas
10. **ACTION ITEMS**
11. **QUESTIONS FROM THE PUBLIC & PRESS**
12. **ADJOURNMENT**

Port Clements's Police Report

April – September 2015

	<u>MASSET</u>	<u>OLD MASSETT</u>	<u>PORT (Apr to Sep-2015)</u>	<u>PORT (Apr to Sep-2014)</u>
<u>CRIMINAL CODE:</u>				
Common Assaults	13	12	3	2
Weapon Assaults	1	2	0	0
Utter Threats/Harassment	0	0	0	0
Break & Enter: Residence	8	5	2	0
Break & Enter: Business	6	0	0	0
Theft(s) (under \$5000)	8	1	3	1
Breach of Bail Conditions	21	3	2	0
Other Criminal Code	0	0	1	0
<u>SUBSTANCE ABUSE:</u>				
Drug & alcohol related offences	210	25	14	25
<u>ASSITANCE:</u>				
General Public	14	9	1	4
<u>CHARGES:</u>				
Total # of Police charges	32	8	4	10
<u>CALL FOR SERVICE:</u>				
Total(s)	521	144	71	67

2015 April to September

Total number of calls for service (including un-incorporated areas): 933 882

Port Clements Only: 71 67

Detachment Commander's Corner:

I wish to thank the community of Port Clements and its residents for a great first half of 2015 and take a minute to highlight some of the work done by those who serve the community in a law enforcement capacity. Over the reporting period (from April 2015 to September 2015), requests for police services by Port Clements residents are comparable to 2014 with a total of 71 calls for service compared to the 67 calls over the same period in 2014. Most encouraging is the decrease by 60% in the number of contacts with Port Clements citizens that would have otherwise resulted in charges. Across its entire jurisdiction, the police force has seen an increase of 6% in call volume and yet a decrease of 7% in charges. I believe this is a good sign suggesting that while the public is engaging their police officers more frequently, these added interactions result in positive resolutions.

In the spring, the police force was involved in a high profile search and rescue operation involving a resident of the community who went missing. The search was well coordinated with help from the Canadian Coast Guard, DND Search and Rescues, RCMP, Department of Fisheries and Oceans and various local volunteer based search and rescue members. The search was unfortunately negative resulting in an unsolved missing person investigative file. In the summer months, the police force was heavily involved in a seasonal patrol program which saw members participating in several marine patrols and land patrols by all-terrain vehicles, some of which were conducted in the Port Clements area. Port Clements officers had a strong presence during the Port Clements Canada festivities which was a very positive experience for the members involved despite the long hours required to patrol the event and the community.

Over the fall and winter months, members of the police force are looking to join in partnership with the school to bring the DARE program back to the classrooms. DARE is a police based program aimed to guide young children to make healthy and wise choices as they navigate through the teen years and early adulthood.

Stephan J. DROUIN, Sergeant

Detachment Commander

Masset RCMP (Port Clements's Police Force).

D-1



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Minutes of the regular meeting of the Port Clements Council held October 5, 2015 in Council Chambers.

Present:

Mayor Gould
Councillor Daugert
Councillor O'Brien Anderson
Councillor Cunningham

CAO Kim Mushynsky
Deputy Clerk/Treasurer Danielle Dysserinck

Three members of the public present

Regrets: Councillor Gaspar

Mayor Gould called the meeting to order at 7:00p.m.

1. ADOPT AGENDA.

2015-264 - Moved by Councillor Daugert, seconded by Councillor O'Brien Anderson
THAT the agenda be adopted.
CARRIED

2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS.

D-1: Betty Stewart Yakoun Lane: removed due to the absence of delegate

3. MINUTES.

M-1-- September 8, 2015 Regular Council Meeting
2015-265-Moved by Councillor Cunningham, seconded by Councillor O'Brien Anderson
THAT Council accepts the September 8, 2015 Regular Council meeting minutes as presented.
CARRIED

M-2 - September 16, 2015 Special Council meeting
2015-266- Moved by Councillor O'Brien Anderson, seconded by Councillor Cunningham
THAT Council accepts the September 16, 2015 Special Council meeting minutes as presented.
CARRIED

M-3- September 28, 2015 Tax sale
2015-267- Moved by Councillor Cunningham, seconded by Councillor Daugert
THAT Council accepts the September 28, 2015 tax sale meeting minutes as presented.
CARRIED

M-1

4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS.

BA-1 Yakoun Lane recommendations:

2015-268- Moved by Councillor O'Brien Anderson, seconded by Councillor Cunningham.

THAT the Village of Port Clements go forward with the plan, continue ditching, trimming alders and putting the Yakoun Lane maintenance recommendations on the strategic plan for 2016.

CARRIED

5. ORIGINAL CORRESPONDENCE

C-1- MIEDS report

2015-269-Moved by Councillor Daugert Motion, seconded by Councillor Cunningham

THAT Council receives and files the MIEDS report.

CARRIED

C-2 Thank you from the museum

2015-270- Moved by Councillor Cunningham, seconded by Councillor O'Brien Anderson

THAT Council receives and files the letter from the Museum.

CARRIED

6. GOVERNMENT

G-1-Supreme Court Decision

2015-271-Moved by Councillor Daugert Motion, seconded by Councillor O'Brien Anderson

THAT Council receives and files the Supreme Court decision.

CARRIED

G-2 – Bylaw No.430, 2015, Amendment to financial plan

2015-272-Moved by Councillor Daugert, seconded by Councillor Cunningham

THAT Bylaw No.430, 2015 is approved for first and second reading

CARRIED

2015-273-Moved by Councillor Cunningham, seconded by Councillor O'Brien Anderson

THAT Bylaw No. 430, 2015 is approved for third reading.

CARRIED

7. FINANCE

F-1-Cheque listing to September 30, 2015

2015-274- Moved by Councillor Cunningham, seconded by Councillor Daugert

THAT Council receives and files the cheque listing to September 30, 2015.

CARRIED

F-2 August Bank Statement for Northern Savings Credit Union.

2015-275- Moved by Councillor O'Brien Anderson, seconded by Councillor Cunningham

THAT Council receives and files the August Bank Statement for Northern Savings Credit Union.

CARRIED

F-3 Canadian Imperial Bank of Commerce August Bank statement.

2015-276- Moved by Councillor Cunningham, seconded by Councillor Daugert.

THAT Council receives and files the Canadian Imperial Bank of Commerce August Bank statement.

CARRIED

8. NEW BUSINESS

9. ACTION ITEMS

A-1-No updates

10. REPORTS & DISCUSSIONS

R-1 sinking of the amazing grace.

2015-277-Moved by Councillor Daugert, seconded by Councillor Cunningham

THAT the report of the sinking of the amazing grace was received and filed by Council.

CARRIED

Mayor Gould- UBCM

Councillor O'Brien Anderson – UBCM, work on ducks unlimited dinner

Councillor Daugert – UBCM

Councillor Cunningham: UBCM, rec committee

CAO Mushynsky: Meeting in Queen Charlotte

Deputy Clerk/Treasurer Dysserinck – Trivia

11. QUESTIONS FROM THE PUBLIC & PRESS

Question regarding Yakoun Lane.

2015-278– Moved by Councillor Cunningham, seconded by Councillor Daugert

THAT the meeting be adjourned to an in camera meeting at 8:20 p.m.

CARRIED

ADJOURNMENT

2015-279– Moved by Councillor Cunningham, seconded by Councillor Daugert

THAT the meeting be adjourned at 8:45 p.m.

CARRIED

Ian Gould
Mayor

Danielle Dysserinck
Deputy Clerk/Treasurer



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Minutes from the January 22, 2015 Emergency Management Commission Meeting
Council Chambers

Present:

Marilyn Bliss – volunteer

Aaron Cunningham - EPC

Christine Cunningham – Council Rep

Sue Couch – Volunteer

Kim Mushynsky – CAO

Absent:

RCMP Rep, Ryan Brown, Craig & Colleen Beachy, BCAS Rep

The meeting was called to order at 7:15pm.

1. ADOPT AGENDA

Moved by Christine, seconded by Sue

THAT we adopt the agenda as presented.

CARRIED

2. MINUTES

M-1 – December 11, 2014 EPC Meeting

Moved by Christine, seconded by Marilynn

THAT we accept the December 11, 2014 Emergency Planning Meeting Minutes as presented.

CARRIED

3. BUSINESS ARISING & UNFINISHED BUSINESS

4. CORRESPONDENCE

5. NEW BUSINESS

6. REPORTS

R-1. ESS reported on plans for 2015

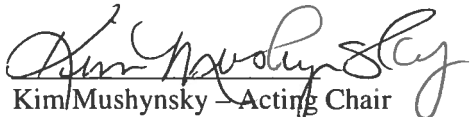
R-2. Committee members discussed training scenarios for 2015, the potential need for additional alarms to extend the auditory range of our Fire alarm and the funding application for a generator for the Multiplex.

R-3. There is no information, at this time, on the 2015 training schedule from EMBC.

Next meeting tentatively scheduled for Thursday April 16, 2015 at 7pm in Council Chambers.

7. ADJOURNMENT

Adjourned at 7:35pm


Kim Mushynsky – Acting Chair

REC MEETING – OCTOBER 1, 2015.

ATTENDING: BEV LORE, MATT GASPAR, SEAN O'DONAGHUE, ANGELA MIELECKI, SUE COUCH AND
MARILYN BLISS.

MEETING BEGAN AT 7:00PM IN THE COUNCIL CHAMBERS.

ITEMS DISCUSSED

1 - HAIDA GWAI REC ARE LOOKING TO DISCONTINUE DOING THE MOVIE NIGHT ACTIVITIES. THIS WILL TAKE PLACE AT THE END OF THIS 2015 YEAR. AS OF JANUARY IF WE WISH TO CONTINUE THEN WE WILL HAVE TO TAKE THIS UPON OURSELVES.

2 – BREAKFAST WITH SANTA WILL TAKE PLACE SATURDAY DECEMBER 12, 2015.

3 – PLAYGROUND AT THE COMMUNITY PARK –

THE SWINGS NEED NEW SEATS AND CHAINS, THE SLIDE HAS BEEN REMOVED AND PROBABLY COULD BE FIXABLE, THE HIGH BAR NEEDS REPAIR AND ALSO THE SANDBOX.

4 – THE REC COMMITTEE FEEL THEY HAVE \$50000 (LNR) PLUS WHAT IS LEFT IN THE REC BUDGET OF APPROX \$3500.00 – TOTAL \$8500.00 WHICH COULD BE PUT TOWARDS NEW PLAYGROUND EQUIPMENT.

THE COMMITTEE ARE TO PERSUE SOME BROCHURES IN ORDER TO COME UP WITH A PLAN TO PRESENT TO COUNCIL. WE WOULD LIKE TO PRESENT THIS AT THE OCTOBER 19, COUNCIL MEETING.

MOTION – TO REIMBURSE ANGELA MIELECKI FOR BALL EQUIPMENT WHICH WAS PURCHASED PRIOR TO CANADA DAYS.


MOTION BY MATT

SECONDED BY SUE

ALL IN FAVOUR

MOTION PASSED.

MEETING ADJOURNED AT 8:30PM



BEV LORE



MARILYN BLISS



BOARD HIGHLIGHTS

September 18, 2015 Board Meeting

Delegations:

Scott Sitter, Assessor for BC Assessment, addressed the Board in regard to the BC Assessment Authority. More specifically, Mr. Sitter defined the roles and responsibilities of the BC Assessment Authority and addressed the Board's concerns with regard to the assessed values of properties located within the boundaries of the Skeena-Queen Charlotte Regional District.

Lucy Neville, Coordinator for the Haida Gwaii Regional Recreation Commission, addressed the Board in regard to the current operations of the Haida Gwaii Regional Recreation Commission. Ms. Neville also outlined the difference between the Haida Gwaii Regional Recreation Commission and the Haida Gwaii Recreation Society; discussed the After School Sports and Arts Initiative on Haida Gwaii; and addressed current office space questions.

The Chair thanked Mr. Sitter and Ms. Neville for their presentations.

Board Business:

1. The Board received correspondence from the Village of Queen Charlotte in regard to the all Federal Election all candidate debate scheduled for October 1st and 2nd, 2015 on Haida Gwaii. The Board conveyed its support for this opportunity by way of resolution.
2. The Board resolved to approve the use of 2016 Economic Development Capacity Building funding from Northern Development Initiative Trust to support funding a joint planning-economic development position with the Skeena-Queen Charlotte Regional District.
3. The Board received a report on the Sandspit Evacuation Site which outlined that the Skeena-Queen Charlotte Regional District had been issued the necessary permits and licenses to officially begin using the designated area for emergency evacuation purposes on Crown Land within Electoral Area E.
4. The Board resolved to send correspondence to the Ministry of Environment to request further information pertaining to the Prince Rupert Air Shed Study and its findings and expected release date.
5. The Board appointed Doug Chapman as the new Chief Administrative Officer to the Skeena-Queen Charlotte Regional District.

For complete details of the September 18th, 2015 Board meeting, the Agenda and Minutes are posted under "Quick Links" at www.sqcrd.bc.ca.

ALL ISLAND EMERGENCY PLANNING MEETING RECAP
THURSDAY APRIL 16, 2015 3:30PM
COUNCIL CHAMBERS – VILLAGE OF PORT CLEMENTS

Attending: Kim Mushynsky (Village of Port Clements EPC), Robert Ells (Sandspit EPC & Transportation Canada), Sue Couch (Village of Port Clements ESS), Marilyn Bliss (Village of Port Clements ESS), John Short (Masset Northern Health), Trevor Jarvis (Village of Masset EPC), Lori Wiedeman (Village of Queen Charlotte EPC), Larry Duke (Village of Queen Charlotte EPC), Corinne Precourt (Sandspit EPC), Manzanita Snow (Village of Port Clements ESS), Margaret Fennell (Village of Port Clements ESS), Stephan Druin (Masset RCMP), Ryan Brown (Village of Port Clements EPC), Aaron Cunningham (Village of Port Clements EPC)

EPC – stands for Emergency Planning Committee

Invited but unable to attend: Eileen Hayles (Old Massett Health Centre), Karen Mellor (SQCRD CAO), Chris Ashurst (Tow Hill Representative and Coast Guard Auxiliary), Lisa Kendall (Skidegate Health Centre), Cecil Brown (Old Massett Village Council), Harmonie Blais (Port Clements BCAS), Don Smillie (Port Clements BCAS), Maurie Hurst (Terrace – EMBC Northwest).

Suggested to be invited to the next meeting: Mike Racz (SQCRD Area D Representative), Mike Richardson (Tlell Fire Department)

Attendees introduced themselves and identified what organization they belonged to. Each organization was then allowed some time to explain what they were currently working on and what their priorities were for 2015. There was some general discussion on what value a committee of this nature may be and on whether we should continue with future meetings. The following are items of general consensus that came out of the meeting:

- We should hold meetings twice per year – once in November to plan an island wide training schedule for the following year and then notify EMBC accordingly and once in April/May to plan a training event to hold either as an all island event or that rolls from community to community.
- We should try and get EOC Essentials annually as this is the back-bone for other EMBC courses.
- We should notify people at least 3 months in advance of training dates so that they can plan for staffing so people can attend.
- We should consider including youth representation in our groups
- We should determine whether membership in BC Association for Emergency Managers is a worthwhile resource to become associated with.
- We should determine if the entire island can be considered as one group for the \$3500/year fee for the mass notification system that Queen Charlotte is currently investigating and if so if this is a worthwhile financial investment.
- We should create a contact list and update it at each meeting (done and attached to this recap).

Next meeting is therefore planned for November 2015 and we can decide the actual date and hosting community closer to the date. The Village of Port Clements has offered to be a permanent host and keeper of documents if that is the groups' wish.



Business Walks Plan

October, 2015

Summary

MIEDS is organizing Business Walks in each community on Haida Gwaii in the first week of October. These walks provide an “informal way for community leaders to get in touch with the pulse of the business community, to begin to build relationships over time and to gather the business intelligence needed to support and stimulate the economy” (Province of BC). Teams of 2-3 staff and elected officials will visit a number of retail and service based businesses in each community to ask the owner or manager a few questions about their business and the local economy. Responses will be compiled and analyzed, and provided to each community with recommendations.

Questions

The businesses will be asked the following questions:

- Is your business growing, steady, or shrinking?
- What do you like about doing business in the area?
- What are the biggest challenges facing your business?
- What can be done to help your business thrive?
- What specific information would you like to have access to locally?

Data Analysis and Results

MIEDS and NDIT staff will compile responses in a Business Engagement Tracking spreadsheet, and present the results to the RD Board and Municipal Councils in November. MIEDS can assist with presentations to Skidegate Band Council and Old Massett Village Council if desired. Specific recommendations from feedback in each community will also be provided through these presentations. MIEDS can assist local government staff in implementing those recommendations. MIEDS will also work with Haida Gwaii Community Futures and other local organizations to incorporate these recommendations into our work plans.



Schedule

Date	Community	Business Walkers
Monday, October 5 1 PM, Brady's Bistro	Sandspit	Bill Beldessi, Cameron Bell, Mike Racz, Shaun Cormier
Tuesday, October 6 (AM) 9 AM, Village Office	Port Clements	Doug Daugert, Mike Racz, Danielle Dysserinck, Cameron Bell, Shaun Cormier
Tuesday, October 6 (PM) 1 PM, Crowsnest	Tlell	Mike Racz, Cameron Bell, Shaun Cormier
Wednesday, October 7 9 AM, MIEDS Office	Queen Charlotte	Sabrina Frazier, Greg Martin, Cameron Bell, Shaun Cormier, Allison Smith, Mike Racz (?)
Wednesday, October 7 1 PM, GNC Office	Skidegate	Cameron Bell, Shaun Cormier, Waneeta Richardson, Lyndale George, Allison Smith, Mike Racz (?)
Thursday, October 8 9 AM, OMVC Office	Old Massett	Gwen Edgars-Brown, Cecil Brown (?), Cameron Bell, Shaun Cormier
Thursday, October 8 (PM) 1 PM, Village Office	Masset	Andrew Merilees, Mike Racz, Cameron Bell, Shaun Cormier

VILLAGE OF PORT CLEMENTS

BYLAW NO.430, 2015

**Respecting an Amendment to The Financial Plan for the
Years 2015-2019 Bylaw #423, 2015**

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

1. Schedule A attached hereto and made a part of this bylaw is hereby adopted and comprises the Amended Financial Plan for the Village of Port Clements for the years 2015 – 2019 ending December 31, 2019.
2. This Bylaw may be cited for all purposes as "The Amended Financial Plan for the years 2015-2019 - Bylaw #430, 2015".

READ A FIRST TIME THIS 5 DAY OF OCTOBER 2015.

READ A SECOND TIME THIS 5 DAY OF OCTOBER, 2015

READ A THIRD TIME THIS 5 DAY OF OCTOBER, 2015

RECONSIDERED AND FINALLY ADOPTED THIS DAY OF 2015

IAN GOULD
MAYOR

KIM MUSHYNSKY
CHIEF ADMINISTRATIVE OFFICER

CERTIFIED A TRUE COPY OF VILLAGE OF
PORT CLEMENTS AMENDED FINANCIAL PLAN, BYLAW NO. 430, 2015

General Fund

	2015	2016	2017	2018	2019
	Budget	Budget	Budget	Budget	Budget
Property Tax	126000	128520	131090	133700	136400
Payments in Lieu	6600	6800	6800	6800	6800
Sales of Services	8965	9565	9715	9865	10015
Revenue from own Sources	90795	94685	98140	101195	103500
Unconditional Transfers	382000	382000	382000	382000	382000
Conditional Transfers	90750	65625	65625	65625	65625
Multi-purpose Building Revenue	13400	13000	13100	13200	13300
Transfer from Reserves	69370	0	0	0	3660 Loss
Collections for Other Agencies	191810	209210	209210	209210	209210
Total Revenues	979690	909405	915680	921595	930510
Legislative Expenses	47100	36950	37550	38150	43250
General Administration	214250	193840	200173	204849	211120
Fire Department	40250	39250	40300	41350	42400
Emergency Services	750	750	750	750	750
Common Services	23050	23550	24050	24550	25550
Wharf Services	30400	7400	7525	7650	7900
Small Craft Harbour	16300	11500	11500	11750	12000
Roads	45750	46000	39200	40150	41150
Environment Health	1080	1080	1080	1080	1080
Environmental Development	3500	2100	2200	2300	2400
Parks and Recreation	42250	39100	34700	34800	35000
Fiscal Services	2500	2500	2500	2500	2500
Contribution to Reserves	0	3325	10592	7106	0 Revenue
Capital Expenses	90000	65000	65000	65000	65000
Multi-purpose building expenses	45200	42350	43850	44900	45700
Amortized asset contribution	185000	185000	185000	185000	185000
Taxes levied for other Agencies	192310	209710	209710	209710	209710
Total Expenses	979690	909405	915680	921595	930510
Surplus/(Deficit)	0	0	0	0	0

	2015	2016	2017	2018	2019
	Budget	Budget	Budget	Budget	Budget

Water Fund					
Fees & Taxation	109200	109000	109000	109000	109000
Transfer from Reserve	12600	10300	10200	12250	13900 Loss
Grants	65000	65000	65000	65000	65000

Total Revenues	186900	184300	184200	186250	187900
Operating Expenses	66600	64100	64000	66050	67700
Capital Expenses	0	0	0	0	0
Gas Tax Deferred	65000	65000	65000	65000	65000
Contribution to Amortization	55200	55200	55200	55200	55200
Total Expenses	186800	184300	184200	186250	187900
Surplus/(Deficit)	0	0	0	0	0

	2015	2016	2017	2018	2019
	Budget	Budget	Budget	Budget	Budget

Sewer Fund					
Fees & Taxation	67316	67316	67316	67316	67316
Transfer from Reserves	7125	7525	8570	9615	10665 Loss
Grants	0	0	0	0	0

Total Revenues	74441	74841	75886	76931	77981
Operating Expenses	39675	40075	41120	42165	43215
Capital Expenses	0	0	0	0	0
Contribution to Reserves	0	0	0	0	0
Contribution to Amortization	34766	34766	34766	34766	34766

Total Expenses	74441	74841	75886	76931	77981
Surplus/(Deficit)	0	0	0	0	0

Capital Projects

	2015	2016	2017	2018	2019
	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
General					
Road Improvements Industrial Park	\$250,000	\$250,000	\$0	\$0	\$0
Barge Facility	\$0	\$0	\$0	\$0	\$0
Purchase Chevron Property	\$0	\$0	\$75,000	\$0	\$0
Biomass heat for Multiplex & FD	\$365,000	\$0	\$0	\$0	\$0
Trails	\$0	\$0	\$0	\$0	\$100,000
Fire Department Equipment	\$74,000	\$0	\$0	\$7,500	\$0
Retaining Wall (Yakoun Lane)	\$16,000	\$0	\$0	\$0	\$0

Water

Replace Water Lines	\$0	\$0	\$150,000	\$150,000	\$150,000
Distribution Pump	\$4,000	\$0	\$0	\$0	\$0

Sewer

Lagoon & other compliance updates	\$0	\$400,000	\$100,000	\$0	\$0
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Total Capital Projects \$709,000 \$650,000 \$325,000 \$157,500 \$250,000

Sources of Funds for Capital Projects

	2015	2016	2017	2018	2019
Grants	\$387,000	\$443,750	\$140,000	\$108,750	\$105,000
Contributions	\$0	\$100,000	\$0	\$0	\$0
General Reserves	\$93,000	\$21,250	\$75,000	\$3,750	\$0
Gas Tax Deferred Income	\$175,000	\$85,000	\$65,000	\$0	\$100,000
Log proceeds from Crown Lot	\$50,000	\$0	\$0	\$0	\$0
Water Reserves	\$4,000	\$0	\$45,000	\$45,000	\$45,000

Total Source of Funds \$709,000 \$650,000 \$325,000 \$157,500 \$250,000

VILLAGE OF PORT CLEMENTS

Cheque Listing For Council

2015-Oct-14
11:35:26AM

Cheque #	Date	Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
150469	2015-10-01	BLUE CROSS	20151001	PAYMENT MONTHLY FINANCIAL TRANSAC	1,013.74	1,013.74
150470	2015-10-01	Board of School Trustees	1516-002	PAYMENT ALARM AND PROPANE CHARGE	7,867.32	7,867.32
150471	2015-10-01	Mikes, Mechanical	46620	PAYMENT FIRE TRUCK REPAIR	369.60	369.60
150472	2015-10-01	Mushynsky, Kim	20151001	PAYMENT TRAVEL EXPENSE REPORT	73.32	73.32
150473	2015-10-01	RECEIVER GENERAL FOR CANADA	20151001	PAYMENT REVENUE AGENCY DEDUCTION	5,258.86	5,258.86
150474	2015-10-01	TRAN SIGN	In146372	PAYMENT SLIPPERY WHEN WET SIGN	369.94	369.94
150475	2015-10-01	VILLAGE OF PORT CLEMENTS	20151001	PAYMENT PETTY CASH TOP UP	38.55	38.55
150476	2015-10-01	WEIGUM, SHIRLEY	20151001	PAYMENT JANITOR SERVICE FOR SEPT	1,175.00	1,175.00
150477	2015-10-07	BC HYDRO	20151007	PAYMENT BC HYDRO BILL	2,513.93	2,513.93
150478	2015-10-07	CIBC VISA	20151006	PAYMENT CIBC PAYMENT	28.10	28.10
150479	2015-10-07	Angela's Place-Social Cafe & Fuel Station	20151007	PAYMENT FUEL	439.15	439.15
150480	2015-10-07	BIG RED	15160	PAYMENT WEEKLY CONTAINER SERVICE I	253.58	253.58
150481	2015-10-07	CUNNINGHAM , CHRISTINE	20151007	PAYMENT UBCM	473.00	473.00
150482	2015-10-07	Daugert , Doug	20151007	PAYMENT UBCM	220.50	220.50
150483	2015-10-07	Decock, doug	20151007	PAYMENT BUSINESS FACADE	600.00	600.00
150484	2015-10-07	GOULD, NORMAN	20151007	PAYMENT UBCM	247.00	247.00
150485	2015-10-07	Northern Communications	32318-10012015	PAYMENT FIRE DISPATCH	163.07	163.07
150486	2015-10-07	O'Brien Anderson, Charleen	20151007	PAYMENT UBCM	374.20	374.20
150487	2015-10-07	Stupka, Christina	20151007	PAYMENT CAMPGROUND ATTENDANT	200.00	200.00
150488	2015-10-07	Wallace , Terry	2015107	PAYMENT TAX SALE	2,000.44	2,000.44
150489	2015-10-09	A.L. CONDROTTE	1271	PAYMENT HAUL WASTE MATERIAL YAKOU	1,008.00	1,008.00
150490	2015-10-09	AARON-MARK SERVICES LTD.	201510009	PAYMENT VAPOUR BAR	77.05	77.05

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VILLAGE OF PORT CLEMENTS

Cheque Listing For Council

2015-Oct-14
11:35:26AM

Cheque #	Date	Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
150491	2015-10-09	C. AND C. BEACHY CONTRACTING LTD	10179	PAYMENT LABOUR FOR YAKOUN	2,131.50	2,131.50
150492	2015-10-09	DELMAS CO-OP	00278259E	PAYMENT BUILDING SUPPLIES	242.26	242.26
150493	2015-10-09	Fink Machine Inc.	1910	PAYMENT HEAT TRANSFER STATION	5,723.20	5,723.20
150494	2015-10-09	Haida Gwaii Forest Products Corporation, Inc.	20151009	PAYMENT BIOMASS LEVELING PAD	133.68	133.68
150495	2015-10-09	JOHNNY'S MACHINE SHOP	F-20520218.0	PAYMENT FREIGHT	739.77	739.77
150496	2015-10-09	NORTHERN LABS LTD.	1500637	PAYMENT SEWER TREATMENT	119.18	119.18
150497	2015-10-09	Northern Savings Insurance Services Ltd.	39840	PAYMENT FIREFIGHTERS POLICY	750.00	750.00
150498	2015-10-09	WESTPOINT AUTOMOTIVE	832-223765	PAYMENT SEAL KIT	79.16	79.16
150499	2015-10-13	Beachy, Colleen				
150500	2015-10-13	Mushynsky, Kim L				
150501	2015-10-13	O'Donoghue, Sean P				
150502	2015-10-13	Wallace, Terry				
150503	2015-10-13	Dysserinck, Danielle				

Total 39,983.16

*** End of Report ***

Village Of Port Clements

STATEMENT OF ACCOUNTS

PO Box 94
Masset BC V0T 1M0

MASSET BRANCH 250-626-5231
MEMBER NUMBER 381370
STATEMENT DATE September 30, 2015
PAGE 2 of 9

Date	Description	Number	Withdrawals	Deposits	Balance
Business 75					
18Sep2015	Withdrawal	22	5,075.63		334,058.17
18Sep2015	Deposit			1,660.88	335,719.05
18Sep2015	Clearing Cheque	150431	140.80		335,578.25
18Sep2015	Clearing Cheque	150426	163.07		335,415.18
18Sep2015	Clearing Cheque	150420	2,488.05		332,927.13
21Sep2015	Pre-Authorized Credit - CANADA			8,447.47	341,374.60
21Sep2015	Clearing Cheque	150421	253.58		341,121.02
21Sep2015	Clearing Cheque	150438	745.21		340,375.81
21Sep2015	Clearing Cheque	150452	866.25		339,509.56
21Sep2015	Clearing Cheque	150434	2,789.20		336,720.36
21Sep2015	Clearing Cheque	150398	3,925.89		332,794.47
21Sep2015	Clearing Cheque	150429	4,726.31		328,068.16
22Sep2015	Clearing Cheque	150458	71.65		327,996.51
22Sep2015	Clearing Cheque	150451	100.00		327,896.51
22Sep2015	Clearing Cheque	150427	119.18		327,777.33
22Sep2015	Clearing Cheque	150437	600.00		327,177.33
25Sep2015	Deposit			13,501.57	340,678.90
25Sep2015	Clearing Cheque		162.50		340,516.40
25Sep2015	Clearing Cheque	150459	366.59		340,149.81
25Sep2015	Clearing Cheque	150436	745.21		339,404.60
27Sep2015	Transfer in from 643734 Masset cheq			240.20	339,644.80
28Sep2015	Clearing Cheque	150439	745.21		338,899.59
29Sep2015	Pre-Authorized Credit - PROVINCE OF B.C			525.62	339,425.21
30Sep2015	Credit Interest			280.76	339,705.97
30Sep2015	Monthly Service Fee		55.00		339,650.97
Total Withdrawals and Deposits			51,897.05	32,896.53	

Number of Cheques 35

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continued...

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STATEMENT OF ACCOUNTS

PO Box 94
Masset BC V0T 1M0

MASSET BRANCH 250-626-5231
MEMBER NUMBER 251379
STATEMENT DATE September 30, 2015
PAGE 1 of 9

Village Of Port Clements
PO BOX 198
Port Clements BC V0T 1R0

DEMAND ACCOUNTS

Date	Description	Number	Withdrawals	Deposits	Balance
Business 75					
31Aug2015	Balance Forward				358,651.49
31Aug2015	Credit Interest Reversed 01Sep2015		328.83		358,322.66
31Aug2015	Monthly Service Fee Reversed 01Sep2015			55.00	358,377.66
28Aug2015	Entered 01Sep2015 Clearing Cheque	150404	1,337.11		357,040.55
28Aug2015	Entered 01Sep2015 Clearing Cheque	150403	299.99		356,740.56
28Aug2015	Entered 01Sep2015 Clearing Cheque	150392	1,417.50		355,323.06
31Aug2015	Credit Interest			328.50	355,651.56
31Aug2015	Monthly Service Fee		55.00		355,596.56
31Aug2015	Adjusted balance forward				355,596.56
01Sep2015	Pre-Authorized Credit - PROVINCE OF B.C			742.67	356,339.23
01Sep2015	Clearing Cheque	150399	3,925.89		352,413.34
03Sep2015	Clearing Cheque	150410	153.16		352,260.18
04Sep2015	Withdrawal	22	3,673.33		348,586.85
04Sep2015	Deposit			1,090.45	349,677.30
04Sep2015	Deposit			2,927.64	352,604.94
04Sep2015	Clearing Cheque	150419	1,175.00		351,429.94
08Sep2015	Clearing Cheque	150411	3,129.44		348,300.50
09Sep2015	Clearing Cheque	150386	100.00		348,200.50
11Sep2015	Deposit			3,095.77	351,296.27
11Sep2015	Clearing Cheque	150428	6,840.00		344,456.27
11Sep2015	Clearing Cheque	150424	500.00		343,956.27
14Sep2015	Clearing Cheque	150425	75.00		343,881.27
15Sep2015	Clearing Cheque	150422	2,170.85		341,710.42
16Sep2015	Clearing Cheque	150430	200.00		341,510.42
16Sep2015	Clearing Cheque	150412	200.00		341,310.42
16Sep2015	Clearing Cheque	150423	309.46		341,000.96
16Sep2015	Clearing Cheque	150432	477.72		340,523.24
16Sep2015	Clearing Cheque	417	1,331.41		339,191.83
16Sep2015	Clearing Cheque	150418	58.03		339,133.80

Continued...



IT'S THAT TIME AGAIN!
 THE HARVEST TERM IS BACK FOR A LIMITED TIME.
 VISIT YOUR LOCAL BRANCH OR WWW.NORTHSAVE.COM FOR MORE DETAILS.

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Village Of Port Clements

STATEMENT OF ACCOUNTS

PO Box 94
Masset BC V0T 1M0

MASSET BRANCH 250-626-5231
MEMBER NUMBER 231373
STATEMENT DATE September 30, 2015
PAGE 3 of 9

Date	Description	Number	Withdrawals	Deposits	Balance
Membership Shares					
31Aug2015	Balance Forward				38.37
	Total Withdrawals and Deposits		.00	.00	

Business Simply Savings

31Aug2015	Balance Forward				407,800.56
30Sep2015	Credit Interest			318.42	408,118.98
	Total Withdrawals and Deposits		.00	318.42	

TERM DEPOSITS

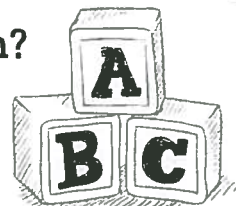
Date	Description	Withdrawals	Deposits	Balance
Term 4: Short Term GSP (30 - 364 Days) -				
31Aug2015	Balance Forward			11,352.23
Start 30Jan2015 - Rate 0.8500% - NextInt 01Nov2015 - Matures 01Nov2015				
Term 7: 12 - 60 Month Term -				
31Aug2015	Balance Forward			260,865.56
Start 13Feb2013 - Rate 2.1500% - NextInt 13Feb2016 - Matures 13Feb2016				
Term 10: 3 Year Harvest Term -				
31Aug2015	Balance Forward			758,250.00
Start 21Nov2013 - Rate 2.0000% - NextInt 21Nov2015 - Matures 21Nov2016				
Term 12: 12 - 60 Month Term -				
31Aug2015	Balance Forward			304,800.00
Start 04Jul2014 - Rate 1.6000% - NextInt 04Jan2016 - Matures 04Jan2016				
Term 13: Short Term GSP (30 - 364 Days) -				
31Aug2015	Balance Forward			67,556.46
Start 10Feb2015 - Rate 0.8500% - NextInt 31Dec2015 - Matures 31Dec2015				

continued...

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Village Of Port Clements

STATEMENT OF ACCOUNTS

PO Box 94
Masset BC V0T 1M0

MASSET BRANCH 250-626-5231
MEMBER NUMBER 7381370
STATEMENT DATE September 30, 2015
PAGE 4 of 9

Date	Description	Withdrawals	Deposits	Balance
Term 14: Short Term GSP (30 - 364 Days) -				
31Aug2015	Balance Forward			250,000.00
Start 10Jul2015 - Rate 0.7500% - NextInt 08Jul2016 - Matures 08Jul2016				
Term 15: Short Term GSP (30 - 364 Days) -				
31Aug2015	Balance Forward			135,455.01
Start 27Aug2015 - Rate 0.7500% - NextInt 01Dec2015 - Matures 01Dec2015				

Assets	Canadian Dollars		US Dollars	
Chequing	339,650.97		.00	
Savings	408,118.98		.00	
Terms	1,788,279.26		.00	
Registered Plans	.00		.00	
Shares	38.37		.00	
Total Assets	2,536,087.58		.00	
Liabilities	Canadian Dollars		US Dollars	
Line of Credit	.00		.00	
Over limit LOC/overdraft	.00		.00	
Loans	.00		.00	
Mortgage	.00		.00	
Total Liabilities	.00		.00	
		.00		.00

Over limit Lines of Credit / Overdrafts interest rate is 24.0000

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continued...



CIBC Account Statement

VILLAGE OF PORT CLEMENTS

For Sep 1 to Sep 30, 2015

Account number

000-00000000

Branch transit number

00180

The names shown are based on our current records, as of October 2, 2015. This statement does not reflect any changes in account holders and account holder names that may have occurred prior to this date.

Account summary

Opening balance on Sep 1, 2015		\$99,553.49
Withdrawals	-	2,047.46
Deposits	+	7,213.86
Closing balance on Sep 30, 2015	=	\$104,719.89

Your authorized overdraft limit: \$189,510.00

Contact information

☎ **1 800 465 CIBC (2422)**

Contact us by phone for questions on this update, change of personal information, and general inquiries, 24 hours a day, 7 days a week.

TTY hearing impaired

1 800 465 7401

Outside Canada and the U.S.

1 902 420 CIBC (2422)

🌐 www.cibc.com

Transaction details

Date	Description	Withdrawals (\$)	Deposits (\$)	Balance (\$)
Sep 1	Opening balance			\$99,553.49
Sep 1	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		100.00	99,653.49
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		140.00	99,793.49
	DEBIT MEMO CHARGE FOR AUG CIBC EFT SERVICE CHARGE	39.00		99,754.49
Sep 2	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		358.50	100,112.99
Sep 3	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		179.25	100,292.24
Sep 4	DEBIT MEMO Sep 04, 2015 Municipal Pensi	1,004.23		99,288.01
Sep 8	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		100.00	99,388.01

(continued on next page)

CIBC Account Statement

Sep 1 to Sep 30, 2015

Account number XXXXXXXXXX

Branch transit number: 00180

Transaction details (continued)

Date	Description	Withdrawals (\$)	Deposits (\$)	Balance (\$)
Sep 8	Balance forward			\$99,388.01
	CREDIT MEMO		179.25	99,567.26
	CREDIT UNION CENTRAL OF B.C.			
	CREDIT MEMO		179.25	99,746.51
	CREDIT UNION CENTRAL OF B.C.			
	CREDIT MEMO		180.00	99,926.51
	CREDIT UNION CENTRAL OF B.C.			
Sep 9	CREDIT MEMO		179.25	100,105.76
	CREDIT UNION CENTRAL OF B.C.			
Sep 10	CREDIT MEMO		340.00	100,445.76
	CREDIT UNION CENTRAL OF B.C.			
Sep 11	CREDIT MEMO		179.25	100,625.01
	CREDIT UNION CENTRAL OF B.C.			
Sep 14	CREDIT MEMO		530.00	101,155.01
	CREDIT UNION CENTRAL OF B.C.			
	CREDIT MEMO		72.00	101,227.01
	CREDIT UNION CENTRAL OF B.C.			
	CREDIT MEMO		358.50	101,585.51
	CREDIT UNION CENTRAL OF B.C.			
	CREDIT MEMO		350.00	101,935.51
	CREDIT UNION CENTRAL OF B.C.			
	CREDIT MEMO		830.00	102,765.51
	CREDIT UNION CENTRAL OF B.C.			
Sep 17	CREDIT MEMO		1,046.22	103,811.73
	CREDIT UNION CENTRAL OF B.C.			
Sep 18	CREDIT MEMO		142.14	103,953.87
	CREDIT UNION CENTRAL OF B.C.			
	DEBIT MEMO	1,004.23		102,949.64
	Sep 18, 2015			
	Municipal Pensi			
Sep 21	CREDIT MEMO		100.00	103,049.64
	CREDIT UNION CENTRAL OF B.C.			
	CREDIT MEMO		100.00	103,149.64
	CREDIT UNION CENTRAL OF B.C.			
	CREDIT MEMO		286.50	103,436.14
	CREDIT UNION CENTRAL OF B.C.			
Sep 28	CREDIT MEMO		300.00	103,736.14
	CREDIT UNION CENTRAL OF B.C.			
	CREDIT MEMO		179.25	103,915.39
	CREDIT UNION CENTRAL OF B.C.			
	CREDIT MEMO		200.00	104,115.39
	CREDIT UNION CENTRAL OF B.C.			
	CREDIT MEMO		604.50	104,719.89
	CREDIT UNION CENTRAL OF B.C.			
	Closing balance			\$104,719.89

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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 :250-557-4326
FAX :250-557-4568
Email : office@portclements.ca
Web : www.portclements.ca

REPORT TO COUNCIL

Author: Kim Mushynsky
Date: October 13, 2015
Re: **NDIT Grants – Business Façade & Grant Writer**

Background: Council previously approved the joint hiring of a Grant Writer for the 3 Municipalities. Allisa MacMullin was hired and began work May 4th. In addition, Council approved applying for Business Façade funding for 2015. Both of these grants need to be applied for for 2016 and the deadline is November 1, 2015. Therefore a resolution on each of these issues is required at the October 19 Council meeting so that Danielle can forward copies of these resolutions on to Allisa who can then get the paperwork submitted on behalf of Port Clements.

The joint grant writing initiative I believe has worked well for 2015 and should only work better for 2016 as Allisa is now more familiar with all the communities, the typical grants that are available and has gained a lot of experience in writing grants.

The Business Façade did not get a lot of uptake in 2015 but it is the only grant we can easily access that actually flows the benefit down to business owners rather than simply not for profits. I have tweaked the wording of our pamphlet that would go out with the announcement in 2016 that we have secured the funding to address some of the challenges we encountered with this program in 2015.

Recommendation: I request Council make the following two separate resolutions at the October 19, 2015 Regular Meeting:

THAT the Village of Port Clements applies to Northern Development Initiative Trust for funding for a joint grant writer for 2016.

THAT the Village of Port Clements applies to Northern Development Initiative Trust for funding for the Business Façade program for 2016.

Respectfully submitted:

R1



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 :250-557-4326
FAX :250-557-4568
Email : office@portclements.ca
Web : www.portclements.ca

REPORT TO COUNCIL

Author: Kim Mushynsky
Date: October 13, 2015
Re: Gwaii Trust Christmas

Background: Gwaii Trust provides a Christmas fund of \$10,000 each year for Graham Island Central. Historically the funds have been allocated as follows:

\$1,200 to the Seniors for Christmas Supper
\$1,100 to the Rec Committee for Breakfast with Santa
\$3,000 to Tlell Fire Department for their community event
\$4,700 to the Village of Port Clements

Historically the \$4,700 has been used for "Port Bucks" with a small percentage for Christmas lights and/or Christmas decorating prizes depending on the year in question.

A good discussion took place on facebook in October 2014 debating what should be done with that year's fund – something more permanent or a continuation of the "Port Bucks" tradition. Beautification with lighting was a theme although it was not clear cut that "Port Bucks" should be eliminated altogether.

There has been a lot of discussion this fall about new playground equipment for the Community Park. I propose that we re-establish the Port Bucks to \$25/household which was the amount we had in 2013 (it was dropped to \$20/household in 2014 and the difference of approximately \$600 was put towards exterior Christmas lighting) and indicate that anyone who wishes can turn their Port Bucks back in to the Village Office as a donation towards the playground equipment and that the Village will match every dollar donated towards this initiative.

Respectfully submitted: