



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

AGENDA
Regular Meeting of Council Monday August 19, 2013
COUNCIL CHAMBERS

- 1. ADOPT AGENDA.**
- 2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS**
- 3. MINUTES**
 - M-1- August 6, 2013 Regular Council Minutes
 - M-2 – July 11, 2013 Barge Committee Minutes
 - M-3 – July 18, 2013 Barge Committee Minutes
- 4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS**
 - BA-1 – Bursary Application Kayla Scheck
- 5. ORIGINAL CORRESPONDENCE**
 - C-1 – Larry Brealy – Development Concerns
 - C-2 – Dale Lore – Request for support
- 6. GOVERNMENT**
- 7. FINANCE**
 - F-1 – Cheque listing to August 15, 2013
 - F-2 – May, June & July 2013 CIBC Statements
- 8. NEW BUSINESS**
 - NB-1 – Renco Gas Business Façade Application
 - NB-2 – Golden Spruce Business Façade Application
 - NB-3 – Biomass Report – Jim Abbott
- 9. REPORTS & DISCUSSIONS**
- 10. ACTION ITEMS**
- 11. QUESTIONS FROM THE PUBLIC & PRESS**

Motion to move to in-camera per Community Charter Section 90(1)(g)
- 12. ADJOURNMENT**



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Minutes of the regular meeting of the Port Clements Council held Tuesday August 6, 2013 in the Council Chambers.

Present:

Mayor Cheer
Councillor Gould
Councillor Falconbridge
Councillor Gaspar
Superintendent Public Works, Sean O'Donoghue
Deputy Clerk/Treasurer Sharon Ferretti

Regrets:

Councillor Thomas

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

1. ADOPT AGENDA.

2013-226 Moved by Councillor Gaspar, seconded by Councillor Falconbridge to adopt the agenda as presented.
CARRIED

2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS.

3. MINUTES.

M-1-Regular meeting of Council Monday, July 15, 2013

2013-227 Moved by Councillor Gaspar, seconded by Councillor Gould

THAT we accept the minutes from the July 15, 2013 Regular Council meeting as presented.

CARRIED

M-2-Regular meeting of Tourism Committee Thursday, April 25, 2013

2013-228 Moved by Councillor Gaspar, seconded by Councillor Falconbridge

THAT we accept the minutes from the April 25, 2013 Tourism Committee meeting as presented.

CARRIED

M-3-Regular meeting of Recreation Commission Tuesday, July 9, 2013

2013-229 Moved by Councillor Gaspar, seconded by Councillor Falconbridge

THAT we accept the minutes from the July 9, 2013 Recreation Commission meeting as presented.

CARRIED

M-4-Special Meeting of Council Wednesday, July 31, 2013

2013-230 Moved by Councillor Falconbridge, seconded by Councillor Gaspar

THAT we accept the minutes from the July 31, 2013 Special Meeting of Council as presented.

CARRIED

4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS.

BA-1-Haida Gwaii Trader advertising program

2013-231 Moved by Councillor Falconbridge, seconded by Councillor Gaspar
THAT we move to go ahead with this ad.

AGREED: 2 OPPOSED: 2 TIE DEFEATED

2013-232 Moved by Councillor Falconbridge, seconded by Councillor Gaspar
THAT we table this item until the next council meeting.

CARRIED

BA-2-Request Pharmasave consider staying open late, one day per week

2013-233 Moved by Councillor Gaspar, seconded by Councillor Gould

THAT we open this item for discussion.

CARRIED

2013-234 Moved by Councillor Gould, seconded by Councillor Falconbridge

THAT staff prepare a letter requesting Pharmasave to consider doing a trial run.

CARRIED

5. ORIGINAL CORRESPONDENCE.

C-1-Call for comments, Telecom Notice of Consultation CRTC 2013-338

2013-235 Moved by Councillor Falconbridge, seconded by Councillor Gaspar

THAT staff prepare a submission requesting the two pay phones in our community be kept in place as we do not have cell phone service.

CARRIED

6. GOVERNMENT.

7. FINANCE.

F-1-Cheque Listing July 31, 2013

2013-236 Moved by Councillor Gaspar, seconded by Councillor Falconbridge

THAT we accept the cheque listing as presented.

CARRIED

F-2-June bank statement Northern Savings Credit Union

2013-237 Moved by Councillor Gaspar, seconded by Councillor Falconbridge

THAT we accept the June's Northern Savings Credit Union bank statement as presented.

CARRIED

8. NEW BUSINESS.

NB-1-Report to Council-Crown Land Application

2013-238 Moved by Councillor Gould, seconded by Councillor Gaspar

THAT we approve the recommendation to apply for an additional 5.5 hectares of Crown Land in the Industrial Park as presented.

CARRIED

NB-2-Report to Council-Rat Concerns

2013-239 Moved by Councillor Gould, seconded by Councillor Gaspar

THAT we approve the recommendation to initiate a 15 bait station three month trial in regards to rat management along the waterfront as presented.

CARRIED

NB-3-Request for Letter of Support

2013-240 Moved by Councillor Gaspar, seconded by Councillor Gould

THAT we approve the recommendation for a Letter of Support to CFNR to install infrastructure to allow access to their radio frequency in Port Clements as presented.

CARRIED

NB-4-Request to Council – Resolution of Support for Port Clements Community Hall Society
2013-241 Moved by Councillor Gaspar, seconded by Councillor Falconbridge
THAT the Village of Port Clements support the funding request to Northern Development Initiative Trust for \$20,000 for upgrades to the Port Clements Community Hall via the Community Hall's and Recreation Program as presented.
DISCUSSION
CARRIED

NB-5- Request to Council – Resolution to use Tourism Committee funds for proposed signs
2013-242 Moved by Councillor Gould, seconded by Councillor Falconbridge
THAT we authorize staff to use funds from the Tourism budget to purchase the signs.
CARRIED

NB-6-Request to Council – purchase of keypunch lock for St. Mark's church
2013-243 Moved by Councillor Gould, seconded by Councillor Gaspar
THAT staff investigate options for key punch locks, pricing and installation costs and report back to Council.
CARRIED

9. ACTION ITEMS.

2013-244 Moved by Councillor Gould, seconded by Councillor Gaspar
THAT staff look into costs for car port for the Ambulance Station and report back to Council
CARRIED

10. REPORTS & DISCUSSIONS.

Councillor Falconbridge – BC Ambulance's new name is 'BC Pacific Health'
Councillor Gaspar – Nothing to report
Mayor Cheer – Special Meeting of Council
Councillor Gould – confirmed SCH meeting for August 12th
Deputy Clerk/Treasurer – MATI Course next week; vacation for two weeks afterwards
Superintendent of Public Works – Quarterly Report to come early September, Report on Golden Spruce Trail at next council meeting, verbal report on Ford 350 with dumper box possible purchase from AMS. Public Works' priority is the ability to sand, not the ability to plough.
Superintendent O'Donoghue recommended to turn away from the option of purchasing the Ford 350 with dumper box from AMS and revisit the Port Clements' Fire Department rescue truck at \$13,000.

2013-245 Moved by Councillor Falconbridge, seconded by Councillor Gaspar
THAT Public Works approach AMS to purchase the truck at a maximum purchase price of \$11,500. and that we get an actual quote for whole truck mechanical for repairs in one year's time to determine if we are looking at \$5,000. or more.

CARRIED

11. QUESTIONS FROM THE PUBLIC & PRESS.

Members of the Public and Council discussed Sunset Park Issues.

ADJOURNMENT.

2013-246 Moved by Councillor Gould, seconded by Councillor Gaspar
THAT the meeting be adjourned at 8:43 p.m.
CARRIED



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Minutes of the Barge Sub-Committee meeting of the Port Clements Council held Thursday July 11, 2013 in the Council Chambers

Present:

Mayor Cheer

Councilor Thomas

CAO Kim Mushynsky

Mayor Cheer called the meeting to order at 4:00pm

ADOPT AGENDA

Moved by Councilor Thomas, seconded by Mayor Cheer

THAT we accept the amended agenda to include NB2 – Meetings at UBCM and NB3 – Actions to move the project forward.

CARRIED

MINUTES

M-1 – June 20, 2013 Barge Sub Committee Minutes

Moved by Councilor Thomas, seconded by Mayor Cheer

THAT we accept the minutes of the June 20, 2013 Barge Committee meeting as presented.

CARRIED

NEW BUSINESS

NB-1 – Infinity West's Marine Biophysical Assessment for the Barge Facility

The Barge Sub-committee recommends that Council support the recommendation in the Biophysical Assessment that 50% (approximately 800m²) of the displaced Eelgrass be transplanted in the foreshore in front of the Village of Port Clements new lot in the Industrial park.

*Note that the plan calls for 1595m² of eelgrass to be transplanted – for context the Masset Marina project required 2370m² of eelgrass be transplanted. It took Masset 6 years to successfully reach the transplant area and density required.


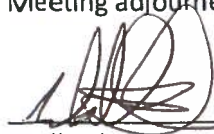
NB-2 – Meetings at UBCM

The Barge Sub-committee recommends that Council seek to meet with the Ministry of Transportation (including Kevin Richter if possible), Premier Christie Clark and the Ministry of Jobs, Tourism & Skills Development when at the 2013 UBCM Conference, in relation to the Barge Facilities.

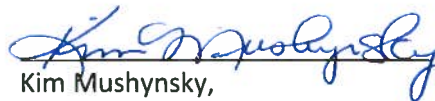
NB-3 – Actions to move the project forward

The Barge sub-committee recommends that we arrange meetings with Taan, Island Timberlands, Husby and any interested property owners along the Industrial Park Road that we haven't already met with.

Meeting adjourned at 5:15pm.



Wally Cheer,
Mayor



Kim Mushynsky,
Chief Administrative Officer



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Minutes of the Barge Sub-Committee meeting of the Port Clements Council held Thursday July 18, 2013 in the Council Chambers

Present:

Mayor Cheer
Councilor Thomas
Councilor Gould

CAO Kim Mushynsky
Heather Adel - MIEDS

Mayor Cheer called the meeting to order at 3:30pm

ADOPT AGENDA

MINUTES

NEW BUSINESS

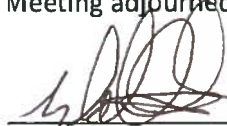
NB-1 – Teleconference with Bob Brash of Taan Forest

The committee briefed Mr. Brash on the progress of the project to date and indicated that Taan was welcome to be a part of the process. The teleconference concluded with Mr. Brash indicating that Taan would be writing a letter of support for the project. In addition to the Container Facility there was agreement on the need for a Cogeneration Project in Port Clements or Ferguson Bay to address the growing wood waste issue and how these two projects support each other.


Action Items:

- Kim to research concerns in regards to applying for grants and funding partners
- Kim to co-ordinate a teleconference with Island Timberlands and Husby

Meeting adjourned at 5:00pm.



Wally Cheer,
Mayor



Kim Mushynsky,
Chief Administrative Officer

Appendix "A" to Policy 02-2009
Bursary Application Form

Name: Kayla Scheck

Address: 187 Bayview Drive
PO Box 249, VOTIRO, Port Clements, B.C.
Phone: 1-250-557-4351

Graduating High School: Queen Charlotte Secondary School 2013

Grade Point Average: 85%

Post Secondary Institution attending: Kwantlen Polytechnic University in Richmond
Concentration: General Arts

Reasons for applying for Bursary:

I have applied and accepted into Kwantlen
to help build my portfolio to go into graphic
design at Uvic. I have applied for funding
through Masset Band for my first year
but I will have to continue saving up
for my other courses in 2015. This
bursary will help me with pursuing my
career and I am very thankful for
this funding opportunity.

Kayla Scheck
Applicant Signature
Date: June 10th, 2013

KAYLA SCHECK
PO BOX 249
PORT CLEMENTS BC V0T 1R0

March 25, 2013

Dear Kayla,

STUDENT NUMBER: 100295407

Welcome to Kwantlen Polytechnic University!

We are pleased to offer you conditional admission to the Certificate in Arts program for the Fall 2013 semester. A review of any outstanding conditions, such as your final high school grades, will confirm your eligibility based on the University's admission requirements. Details of these requirements can be found on our website at: kwantlen.ca/calendar/generalinfo/admission.

If you are a BC high school student we should automatically receive your final transcript from the Ministry of Education in July. When reviewing your transcript, Kwantlen will accept the better of the classroom grade or the blended grade that includes the Provincial Examination. You can ensure that your final transcript is sent to Kwantlen by completing the Post Secondary Institutions Selections Form online at www.bced.gov.bc.ca/transcript/transcript_psi.htm.

Out-of-province high school students must submit official final transcripts for assessment prior to registration. Canadian high school transcripts can be evaluated within one week of submission, but the assessment of documents from outside of Canada can take up to eight weeks.

If you are transferring from another post-secondary institution, please note that out-of-province transcripts must be accompanied by a \$25 evaluation fee, and foreign transcripts must be accompanied by a \$50.00 evaluation fee. Visit www.kwantlen.ca/transferecredit for further details.

If we do not receive your transcript (high school or post-secondary), or a review of your transcript or any other outstanding conditions shows that you do not qualify for admission, you will be notified immediately with further instructions, by mail and by email. It is important that your contact information is kept up to date. To review the contact information we have on file for you, log on to mykwantlen.ca and click the personal information tab under "Online self-service".

At Kwantlen we focus the full measure of our resources on our students. Our campus life encompasses the social, athletic and service oriented experiences that are vital to your personal growth and learning. We offer an incredible range of educational options including degrees, diplomas, certificates and citations – all integrated to give you a breadth of choices you won't find anywhere else; We deliver smaller classes for a more supportive and intimate learning environment; Our award-winning faculty focus their efforts on you – the student.

The Office of Enrolment and Registrar Services will guide you from admission to graduation. If you have any questions along the way, please visit us on campus or call us at 604.599.2000.

Sincerely,



Zena Mitchell
Director, Admissions and Records
Kwantlen Polytechnic University

201330 : 1 : 30

Village of Port Clements

Bursary Application Policy

Policy No. 02, 2009

Prepared by Clerk/Treasurer Heather Nelson-Smith

Adopted: February 2nd, 2009 by Mayor and Council

Replaces all prior Bursary Application Policies

Objective: To set guidelines for the issue of Bursaries to Graduating Students living in Port Clements

Policy: The Village of Port Clements will issue on an annual basis two \$500.00 bursaries one for each high school on island and only available to students residing in Port Clements. Total Budget for each year \$1000.00.

Bursaries will be extended to graduates that attend high school on Island, and whose parents pay property taxes in Port Clements.

Procedure:

AUTHORITY

1. Clerk/Treasurer shall identify, for inclusion in the Annual Budget, funds for two bursaries. In the case where bursaries are not expended the funds will be held in a restricted reserve account in the event that more applications are considered in the future, with a limit of \$2500.00 at any time in the reserve account.

GENERAL

2. Students wishing to receive a bursary are to complete the attached form with Proof of acceptance to an accredited post secondary institution.
3. Bursary applications are due to the office annually by the second Monday of August at 1:00pm.
4. Where there are more applicants than funds the bursaries will be awarded based on grade point average.
5. When there are more bursaries than the current budget Council may, by resolution access Bursary Reserve fund and allocate, only if there are funds available.

Cory Delves,
Mayor

Heather Nelson-Smith,
Clerk/Treasurer

Appendix "A" to Policy 02-2009
Bursary Application Form

Name: _____

Address: _____

Phone: _____

Graduating High School:

Grade Point Average:

Post Secondary Institution attending:

Concentration:

Reasons for applying for Bursary:

Applicant Signature

Date: _____

Larry Brealey

PO Box 424 Port Clements BC

VOT 1R0

Tel Fax 250 557 4654

phylarr@qcislands.net

Village of Port Clements

PO Box 198 Port Clements BC

Attention Mayor & Council

I write to address my concerns about the development that is taking place on the industrial road starting at the Port Clements Cemetery heading in a northerly direction towards the present industrial park.

I understand from the public meeting of March 12 2013 that a Community owned Barge System is being contemplated for the southern section of the industrial road this will necessitate land purchase and rezoning. We then are faced with the dilemma as to whom will use the facility and is it economically feasible and will it impact the serene environment that local property owners enjoy.

In short the impact the development may have on the landscape or view and noise levels of the property owners that own property on the perimeter of what is known as Stewart Bay is very concerning to the writer as a property owner. Altering of the shoreline landscape will affect property owners enjoyment of the landscape and will affect it's residential value. This is a serious issue if it is not carried out with an approved plan and in a professional way. I know development is planned and I believe we as property owners need public consultation before any work takes place that will affect the views of the property owners in the area. Property owners on Stewart Bay should note that the Company that I believe has title to property has shown total disregard for the aesthetics of our community. One should look just past the corner of Jasper and Bayview and or at the corner of Cedar West Hwy 16 and you see how they conduct their business. There are bylaws to deal with this sort of lack of respect for the visual appearance of our Village

I call on the Village of Port Clements to enforce the bylaws that are being ignored at the Grouse Street Property.

I believe the Village has a responsibility to bring forward to the public a plan for the development of the upper portion of the industrial road that is agreeable to local property owners and is in compliance with Local Government and Provincial Laws and Ordinances

I spoke with a long time friend whom is a property developer on Vancouver Island he indicates I have a right to be concerned about the decline in value of my properties if development is done without consideration of devaluation that damage to the foreshore would bring about. My associate has directed me to legal council that deals with these issues and he has suggested to the writer that the community work on a plan. If this fails and work is commenced we would be able to obtain a stop work order until an arrangement is negotiated.

Regards

A handwritten signature in blue ink, appearing to read "Brealey", with a stylized initial "L" to the left.

Larry Brealey

MAYOR AND COUNCIL

This is to request a letter of support for me to take to the MANAGEMENT COUNCIL Asking for a 100 meter buffer on the closest Block to Juskatla Narrows. Presently there is a 33 meter buffer. This will blow down in our winter storms and destroy the visual attractiveness of an area that is very important to future Port Clements tourism. Thank you for considering this matter.

Dale Lore
Dale Lore

Received Aug. 14, 2013
@ noon

VILLAGE OF PORT CLEMENTS

Page 1 of 1

Cheque Listing For Council

2013-Aug-15
9:13:04AM

Cheque #	Cheque Date	Vendor Name	General Ledger	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
						Batch #	5019
20130394	2013-08-09	AARON-MARK SERVICES	10-2-52-00-00	2037778	PAYMENT MISCELLANEOUS	322.42	322.42
20130395	2013-08-09	BIG RED	10-2-71-21-15	13134	PAYMENT WKLY CONTAINR RATE+CANAD,	210.00	465.26
			10-2-75-00-00	13134	canada days construction	201.60	
			10-3-22-00-01	13134	PST	21.00	
			10-3-22-00-00	13134	GST	32.66	
20130396	2013-08-09	DELMAS CO-OP	10-2-81-90-00	00210334F	PAYMENT Service Fee July 31	6.00	37.79
			10-3-22-00-01	00210334F	PST	1.99	
			10-3-22-00-00	00210334F	GST	1.42	
			10-2-52-00-00	00210334F	PAINTING SUPPLIES	28.38	
20130397	2013-08-09	KEY WEST INSURANCE SI	10-2-12-14-30	31132	PAYMENT TRAVEL INSURANCE	150.00	6,540.00
			10-2-31-00-10	31132	TRAVEL INSURANCE	100.00	
			10-2-11-10-30	31132	TRAVEL INSURANCE	250.00	
			10-2-12-14-30	31134	PROPERTY INSURANCE	1,920.00	
			10-2-71-21-25	31134	PROPERTY INSURANCE	120.00	
			10-3-73-90-00	31134	PROPERTY INSURANCE	4,000.00	
20130398	2013-08-09	Stupka, Christina	10-2-71-89-30	AUG 10 2013	PAYMENT PARK ATTENDANT JULY 28-AUG	200.00	200.00
20130399	2013-08-09	TELUS COMMUNICATIONS	10-2-71-21-15	JULY 2013	PAYMENT JULY PHONE BILL	613.05	1,548.87
			30-2-41-50-00	JULY 2013	JULY PHONE BILL	250.24	
			40-2-42-90-40	JULY 2013	JULY PHONE BILL	75.64	
			10-2-24-70-10	JULY 2013	JULY PHONE BILL	609.94	
20130400	2013-08-09	WESTPOINT AUTOMOTIVE	10-2-24-80-00	170622	PAYMENT DISP NITRILE GLOVES	26.86	53.72
			10-2-24-80-00	170857	DISP NITRILE GLOVE	26.86	
20130401	2013-08-09	XEROX CANADA LTD.	10-2-12-11-30	G45004350	PAYMENT USAGE FEES	73.16	73.16
20130402	2013-08-09	DEDILUKE LAND SURVEY	10-2-12-99-08	4305/13	PAYMENT PROFESSIONAL SERVICES+EXP	9,786.33	9,786.33
20130403	2013-08-09	Home Owner Grant Adminis	10-1-59-10-20	HOG Retro 2012	PAYMENT TO CLEAR OVERPYMT RETRO I	712.92	712.92
20130404	2013-08-09	Jim West Signs Ltd.	10-2-72-50-10	6368	PAYMENT 10 SIGNS FOR TOURIST INFO	1,915.00	1,915.00

Total 21,655.47

*** End of Report ***



CIBC Account Statement

VILLAGE OF PORT CLEMENTS

For May 1 to May 31, 2013

The names shown are based on our current records, as of August 6, 2013. This statement does not reflect any changes in account holders and account holder names that may have occurred prior to this date.

Account number
93-00813

Branch transit number
00180

Account summary

Opening balance on May 1, 2013		\$88,561.18
Withdrawals	-	26,305.80
Deposits	+	12,008.59
Closing balance on May 31, 2013	=	\$74,263.97

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 (\$)
May 1	Opening balance			\$88,561.18
May 1	DEBIT MEMO SETTLEMENT: 0067 CIBC DATA CENTRE: 00	5,778.17		82,783.01
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		213.25	82,996.26
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		134.11	83,130.37
	DEBIT MEMO CHARGE FOR APR CIBC EFT SERVICE CHARGE	64.68		83,065.69
May 2	CHEQUE 60421106 20130150	5,267.00		77,798.69
May 3	CREDIT MEMO INT @ 0.2500% CIBC-AUTOMATED INTEREST SYSTEM		24.02	77,822.71
	DEBIT MEMO May 03, 2013 Municipal Pensi	930.59		76,892.12

(continued on next page)

CIBC Account Statement

May 1 to May 31, 2013

Account number: 93-00813

Branch transit number: 00180

Transaction details (continued)

Date	Description	Withdrawals (\$)	Deposits (\$)	Balance (\$)
May 3	Balance forward			\$76,892.12
May 6	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		269.69	77,161.81
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		50.00	77,211.81
May 7	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		1,000.00	78,211.81
May 10	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		163.95	78,375.76
May 13	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		30.00	78,405.76
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		327.95	78,733.71
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		819.75	79,553.46
May 14	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		294.15	79,847.61
May 15	DEBIT MEMO SETTLEMENT: 0068 CIBC DATA CENTRE: 00	6,169.58		73,678.03
May 16	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		200.00	73,878.03
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		294.16	74,172.19
May 17	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		92.10	74,264.29
	DEBIT MEMO May 17, 2013 Municipal Pensi	938.44		73,325.85
May 22	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		240.00	73,565.85
May 23	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		235.95	73,801.80
May 24	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		327.90	74,129.70
May 27	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		3,249.82	77,379.52
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		330.25	77,709.77
	MISC PAYMENT SCHOOL DISTRICT 50		430.80	78,140.57
May 29	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		362.97	78,503.54

(continued on next page)

CIBC Account Statement

May 1 to May 31, 2013

Account number: 93-00813

Branch transit number: 00180

Transaction details (continued)

Date	Description	Withdrawals (\$)	Deposits (\$)	Balance (\$)
May 29	Balance forward			\$78,503.54
	DEBIT MEMO SETTLEMENT: 0070 CIBC DATA CENTRE: 00	6,243.14		72,260.40
May 30	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		163.95	72,424.35
May 31	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		2,753.82	75,178.17
	DEBIT MEMO May 31, 2013 Municipal Pensi	914.20		74,263.97
	Closing balance			\$74,263.97

Important: This statement will be considered correct if you do not report errors, omissions or irregularities in entries and balances to CIBC in writing within 30 days from last date of the statement period covered by a previously issued regular statement where such period included the date the entry was, or should have been, posted.

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*Foreign Currency Conversion Fee:

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CIBC Account Statement

VILLAGE OF PORT CLEMENTS

For Jun 1 to Jun 30, 2013

The names shown are based on our current records, as of August 6, 2013. This statement does not reflect any changes in account holders and account holder names that may have occurred prior to this date.

Account number
93-00813

Branch transit number
00180

Account summary

Opening balance on Jun 1, 2013		\$74,263.97
Withdrawals	-	15,679.49
Deposits	+	36,990.58
Closing balance on Jun 30, 2013	=	\$95,575.06

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 (\$)
Jun 1	Opening balance			\$74,263.97
Jun 3	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		100.00 ✓	74,363.97
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		904.54 ✓	75,268.51
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		329.88	75,598.39
	DEBIT MEMO CHARGE FOR MAY CIBC EFT SERVICE CHARGE	77.66		75,520.73
Jun 4	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		692.30 ✓	76,213.03
Jun 5	CREDIT MEMO INT @ 0.2500% CIBC-AUTOMATED INTEREST SYSTEM		15.30	76,228.33
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		200.00 ✓	76,428.33

(continued on next page)

CIBC Account Statement

Jun 1 to Jun 30, 2013
Account number: 93-00813
Branch transit number: 00180

Transaction details (continued)

Date	Description	Withdrawals (\$)	Deposits (\$)	Balance (\$)
Jun 5	Balance forward			\$76,428.33
	CREDIT MEMO		168.87 ✓	76,597.20
	CREDIT UNION CENTRAL OF B.C.			
Jun 10	CREDIT MEMO		374.15 ✓	76,971.35
	CREDIT UNION CENTRAL OF B.C.			
	TRANSFER 00140		163.95 ✓	77,135.30
	FROM: 00140/80-61939			
	ST. ANNS AND ISLAND HIGHWAY			
	CREDIT MEMO		1,234.40 ✓	78,369.70
	CREDIT UNION CENTRAL OF B.C.			
	CREDIT MEMO		130.00 ✓	78,499.70
	CREDIT UNION CENTRAL OF B.C.			
Jun 11	CREDIT MEMO		330.95 ✓	78,830.65
	CREDIT UNION CENTRAL OF B.C.			
Jun 12	CREDIT MEMO		1,448.21 ✓	80,278.86
	CREDIT UNION CENTRAL OF B.C.			
	DEBIT MEMO	6,484.59		73,794.27
	SETTLEMENT: 0071			
	CIBC DATA CENTRE: 00			
Jun 13	CREDIT MEMO		100.00 ✓	73,894.27
	CREDIT UNION CENTRAL OF B.C.			
	CREDIT MEMO		50.00 ✓	73,944.27
	CREDIT UNION CENTRAL OF B.C.			
Jun 17	CREDIT MEMO		350.00 ✓	74,294.27
	CREDIT UNION CENTRAL OF B.C.			
	CREDIT MEMO		12,200.58 ✓	86,494.85
	PROPERTY T			
	CIBC MORTGAGES			
	CREDIT MEMO		163.95 ✓	86,658.80
	CREDIT UNION CENTRAL OF B.C.			
	CREDIT MEMO		300.00 ✓	86,958.80
	CREDIT UNION CENTRAL OF B.C.			
	CREDIT MEMO		256.05 ✓	87,214.85
	CREDIT UNION CENTRAL OF B.C.			
	DEBIT MEMO	933.44		86,281.41
	Jun 17, 2013			
	Municipal Pensi			
Jun 18	CREDIT MEMO		200.00 ✓	86,481.41
	CREDIT UNION CENTRAL OF B.C.			
	TRANSFER 00140		1,738.27 ✓	88,219.68
	FROM: 00140/80-61939			
	ST. ANNS AND ISLAND HIGHWAY			
Jun 20	DEBIT MEMO	21.50		88,198.18
	SETTLEMENT: 0072			
	CIBC DATA CENTRE: 00			

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CIBC Account Statement

Jun 1 to Jun 30, 2013

Account number: 93-00813

Branch transit number: 00180

Transaction details (continued)

Date	Description	Withdrawals (\$)	Deposits (\$)	Balance (\$)
Jun 20	Balance forward			\$88,198.18
Jun 21	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		375.00 ✓	88,573.18
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		190.00 ✓	88,763.18
Jun 24	DEPOSIT 03820 KING GEORGE HWY & 102 AVENUE		2,978.36 ✓	91,741.54
	TRANSFER 02540 FROM: 08910/74-47531 CROWN ISLE BANKING CENTRE		2,187.60 ✓	93,929.14
	TRANSFER 02540 FROM: 08910/74-47531 CROWN ISLE BANKING CENTRE		72.00 ✓	94,001.14
	TRANSFER 01090 FROM: 06060/82-51533 DAWSON CREEK		1,293.40 ✓	95,294.54
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		100.00 ✓	95,394.54
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		596.55 ✓	95,991.09
Jun 25	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		685.17 ✓	96,676.26
Jun 26	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		3,135.53 ✓	99,811.79
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		130.20 ✓	99,941.99
	DEBIT MEMO SETTLEMENT: 0073 CIBC DATA CENTRE: 00	6,369.55		93,572.44
Jun 27	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		963.42 ✓	94,535.86
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		202.20 ✓	94,738.06
Jun 28	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		2,629.75 ✓	97,367.81
	DEBIT MEMO Jun 28, 2013 Municipal Pensi	955.65		96,412.16
	CHEQUE 59387450 20130308	837.10		95,575.06
	Closing balance			\$95,575.06



CIBC Account Statement

VILLAGE OF PORT CLEMENTS

For Jul 1 to Jul 31, 2013

The names shown are based on our current records, as of August 6, 2013. This statement does not reflect any changes in account holders and account holder names that may have occurred prior to this date.

Account number
93-00813

Branch transit number
00180

Account summary

Opening balance on Jul 1, 2013		\$95,575.06
Withdrawals	-	43,764.47
Deposits	+	11,220.11
Closing balance on Jul 31, 2013	=	\$63,030.70

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.

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Transaction details

Date	Description	Withdrawals (\$)	Deposits (\$)	Balance (\$)
Jul 1	Opening balance			\$95,575.06
Jul 2	CREDIT MEMO 178 BNS PROPERTY TAX - STRATFORD		4,470.60	100,045.66
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		2,284.99	102,330.65
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		72.00	102,402.65
	DEBIT MEMO CHARGE FOR JUN CIBC EFT SERVICE CHARGE	77.24		102,325.41
Jul 3	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		1,737.44	104,062.85
	CHEQUE 60394726 20130147	10.98		104,051.87
Jul 4	CREDIT MEMO INT @ 0.2500% CIBC-AUTOMATED INTEREST SYSTEM		16.27	104,068.14

(continued on next page)

CIBC Account Statement

Jul 1 to Jul 31, 2013

Account number: 93-00813

Branch transit number: 00180

Transaction details (continued)

Date	Description	Withdrawals (\$)	Deposits (\$)	Balance (\$)
Jul 4	Balance forward			\$104,068.14
	CREDIT MEMO		836.12	104,904.26
	CREDIT UNION CENTRAL OF B.C.			
	CREDIT MEMO		100.00	105,004.26
	CREDIT UNION CENTRAL OF B.C.			
Jul 5	CHEQUE 59176465 20130310	510.98		104,493.28
Jul 8	CREDIT MEMO		30.00	104,523.28
	CREDIT UNION CENTRAL OF B.C.			
	TRANSFER	27,578.37		76,944.91
	TO: 00180/09-92011			
Jul 9	CREDIT MEMO		300.00	77,244.91
	CREDIT UNION CENTRAL OF B.C.			
	CREDIT MEMO		150.00	77,394.91
	CREDIT UNION CENTRAL OF B.C.			
Jul 10	DEBIT MEMO	6,427.32		70,967.59
	SETTLEMENT: 0074			
	CIBC DATA CENTRE: 00			
Jul 12	DEBIT MEMO	1,166.46		69,801.13
	Jul 12, 2013			
	Municipal Pensi			
Jul 15	CREDIT MEMO		500.00	70,301.13
	CREDIT UNION CENTRAL OF B.C.			
	CHEQUE 60532256 20130311	510.98		69,790.15
Jul 16	CREDIT MEMO		129.64	69,919.79
	CREDIT UNION CENTRAL OF B.C.			
	CREDIT MEMO		92.00	70,011.79
	CREDIT UNION CENTRAL OF B.C.			
Jul 19	CREDIT MEMO		63.47	70,075.26
	CREDIT UNION CENTRAL OF B.C.			
Jul 22	CREDIT MEMO		30.00	70,105.26
	CREDIT UNION CENTRAL OF B.C.			
	DEBIT MEMO	20.15		70,085.11
	FAX REQUEST. CONTACTED CLIENTS			
	TO CONFIRM REQUEST. SIGNING A			
	CREDIT MEMO		140.00	70,225.11
	CREDIT UNION CENTRAL OF B.C.			
Jul 24	CREDIT MEMO		100.00	70,325.11
	CREDIT UNION CENTRAL OF B.C.			
	CREDIT MEMO		50.00	70,375.11
	CREDIT UNION CENTRAL OF B.C.			
	DEBIT MEMO	6,290.11		64,085.00
	SETTLEMENT: 0075			
	CIBC DATA CENTRE: 00			

(continued on next page)

CIBC Account Statement

Jul 1 to Jul 31, 2013

Account number: 93-00813

Branch transit number: 00180

Transaction details (continued)

Date	Description	Withdrawals (\$)	Deposits (\$)	Balance (\$)
Jul 24	Balance forward			\$64,085.00
Jul 26	DEBIT MEMO Jul 26, 2013 Municipal Pensi	1,171.88		62,913.12
Jul 29	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		74.58	62,987.70
Jul 30	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		43.00	63,030.70
	Closing balance			\$63,030.70

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Downtown Port Clements Façade Improvement Program: Grant Application

Applicant Information

Applicant Name: Renco Gas Richard Nyeholt
Mailing Address: Box 284 Port Clements B.C.
Postal Code: V0T1R0 Phone: 250 557-2003
Building Address: 211 Grouse St.
Email: enyeholt@gcislands.net

If you are applying as the tenant of a building, please provide the following information and attach a letter of consent from the owners stating that you are allowed to make these changes to the building.

Owner's Name: Richard or Elaine Nyeholt - Receivers
Address: Box 284 Pt Clements
Postal Code: V0T1R0 Phone: 250 557-2002

Project Description

1. Describe the proposed project: (attach any extra sheets, photos, designs, samples, Etc.)

Paint the Exterior of the building and
Stairs, Posts + concrete around the Gas Pumps
Redo Signage on top of the building.

2. Planned Start Date: August 2013 weather pending
3. Planned Completion Date: Sept 1. 2013
4. Estimated Total Project Cost: 6,000.00 max
5. Project Cost Components (Estimates):

	<u>Labour</u>	<u>Materials</u>
Design (Min %15 of grant)	\$ 500.00	\$
Mechanical <i>Sprayer rental</i>	\$ 250.00 <i>est.</i>	\$
Electrical <i>Outside lights</i>	\$ 300.00	\$ 150.00 <i>est.</i>
Structural <i>Scaffolds</i>	\$ 600.00	\$
Other <i>Paint</i>	\$ 3750.00 <i>est.</i>	\$ 547.24 <i>bought</i>
	5400.00	697.24

+ Mgmt

6097.24

Applicant Checklist:

- ☒ Property taxes paid
- ☒ Utility taxes paid
- ☒ License fees paid
- ☒ Required permit applications completed
- ☒ Building Owner Authorization

Attach to application:

- ☐ Photos of existing conditions
- ☐ Detailed specifications and associated costs
- ☐ Cost estimates from contractors
- ☐ Drawings
- ☐ Material and colour samples

⊗ per Martin Construction Quote.

Terms and Conditions

I, Richard Myer of Reneo Gas have
(Applicant) (Business/Building)

Read the complete application and concur with and give my consent to the work proposed in the application.

I assume all responsibility for obtaining appropriate architectural drawings, building permits and inspections where applicable and for the hiring of contractors as necessary.

I will display signage to promote the Downtown Port Clements Façade Improvement Program on the exterior of the building during construction, and for two months following completion of the project.

I agree not to involve the Village of Port Clements in any legal action between myself and any contractors, estimators, employees, workers or agents arising from or out of the façade improvement project.

I give my consent to the Village of Port Clements Review Committee to make any inquiries required to confirm that the improvements implemented are in accordance with expected standards.

Payment of approved grants will be made upon the applicant providing the Review Committee proof of final completion of the proposed improvements along with verification of expenditures.

Signature(s): Richard Myer

Date: June 25, 2013

Application received by: Kim Mushynsky

Date Received: August 8, 2013

Bid for painting the outside of the Gas Station in Port Clements

Martins Construction

Box 195

Port Clements, B.C.

V0T 1R0

This bid includes the following:

- a. Replace the rotten cedar boards then prep and paint the cedar siding
- b. clean and prep the black posts and signpost.
- c. Paint the underside of the canopy over the pumps where instructed
- d. remove the old air conditioner and patch the hole
- e. Paint the stairs
- f. Paint the soffit & fascia boards
- g. Remove the sign on top of the building to be refreshed
- h. Clean up

The paint and scaffolding will be supplied by Richard Nyeholt.

Labor	3750.00
Sprayer rent \$50 / day estimate 5 part days	<u>250.00</u>
	\$4000.00

All compensation is the responsibility of Martin Construction.

Signed Matthew Martin Matthew Martin

Elaine Nyeholt Elaine Nyeholt

Downtown Port Clements Façade Improvement Program: Grant Application

Applicant Information

Applicant Name: Golden Spruce Motel
Mailing Address: Box 296
Postal Code: V0T 1R0 Phone: 250-557-4325
Building Address: 2 Grouse Street
Email: info@goldenspruce.ca

If you are applying as the tenant of a building, please provide the following information and attach a letter of consent from the owners stating that you are allowed to make these changes to the building.

Owner's Name: Mrs Thomas
Address: 2 Grouse Street
Postal Code: V0T 1R0 Phone: 250-557-4325

Project Description

1. Describe the proposed project: (attach any extra sheets, photos, designs, samples, Etc.)

Power-wash vinyl siding, replace
some cedar siding SE side, Front
paint, stain of siding.

Terms and Conditions

I, Urs Thomas, of Golden Spruce Motel have
(Applicant) (Business/Building)

Read the complete application and concur with and give my consent to the work proposed in the application.

I assume all responsibility for obtaining appropriate architectural drawings, building permits and inspections where applicable and for the hiring of contractors as necessary.

I will display signage to promote the Downtown Port Clements Façade Improvement Program on the exterior of the building during construction, and for two months following completion of the project.

I agree **not** to involve the Village of Port Clements in any legal action between myself and any contractors, estimators, employees, workers or agents arising from or out of the façade improvement project.

I give my consent to the Village of Port Clements Review Committee to make any inquiries required to confirm that the improvements implemented are in accordance with expected standards.

Payment of approved grants will be made upon the applicant providing the Review Committee proof of final completion of the proposed improvements along with verification of expenditures.

Signature(s): U. Thomas

Date: Aug. 14, 2013

Application received by: _____

Date Received: _____

Port Clements Façade Program:

Grant Application: Golden Spruce Motel

Remove and Replace Siding on SE side (Quote attached, July 24.2013) \$ 850,00

Power washing vinyl /cedar siding	\$360.00
Replacement of defect cedar siding	\$ 450.00
Paint / Stain	\$ 250.00
Total cost of Project:	\$ 1910.00

Golden Spruce Motel
2 Grouse st. Fort Clements

July 24, 2013

Labour and Material Quote

Scope of work as follows

¹ Remove existing wood from one gable end

² Replace with log siding pine from Abfarn. With ^aPreservative on wood

Material:

@ 230 Lin.ft. Pine log siding x 1.33 \$ 305.90

2 - 16' x 2x4 ————— 11.74

Preservatives Not Supplied 317.64

38.12 Tax

Total Materials ————— 355.76

Total Labour ————— 495.00

Total Cost 850.76

Ph # 250-557-4579

Ephraim Martin

Kim

From: u.thomas <u.thomas@portclements.ca>
Sent: August-14-13 4:52 PM
To: Kim Mushynsky
Subject: Response on Biomass Report

Hi Kim,

below is the comment from Mr. Wunderlin a Biomass specialist from Smithers. He was reading Jim's Report and I asked him for his opinion. Please add to Agenda package.

Thanks Urs

Urs;

I know the main author of this report, Reg Renner, quite well.

It is good to see that the emphasis has turned from bio-electricity to bio-heat again but the general approach seems unnecessarily complicated.

It is obvious that woody biomass is available in huge quantities at very low cost compared to currently used fossil fuels.

The main challenge is the fact that the heating energy demand is distributed and not very large.

I would identify the largest energy consumers - both public and private - and treat every building as a separate project. If the buildings are close together, a small DHS may be suitable.

This is simple and easy and good candidates for biomass heating will be obvious.

Every project with a payback period of less than 5 years should be completed immediately.

Energy contracting should be seriously considered.

There isn't really anything to "study" here. Just do it. I could have it running in 6 to 8 months.

Forget about "creating a local industry". It's just not big enough. 31,000 GJ of thermal heat (estimated heating demand for the ENTIRE island) is worth between \$200,000 and \$500,000. This is half a dozen jobs at the maximum.

Regards;

TW

Urs Thomas
Councillor
Village of Port Clements



BIOMASS THERMAL ENERGY REPORT

Reg Renner and Jim Abbott

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Executive Summary

Highly efficient burning technologies are emerging at a time when traditional forest based industries are in decline. These new technologies combined with the growing concern of forest debris build-up adjacent to communities and rising energy costs suggest new opportunities for economic development.

- Summary of available volume of wood fuels on Haida Gwaii- Port Clements area
- Haida Gwaii's summary of selected public and commercial buildings fuel needs, annual consumption and current pricing for propane
- Recommended building(s) considered for fuel conversion on Haida Gwaii
- Amortization costs of investments - how long does it take to pay them off?
- Summary of local biomass fuel types, logistics and pricing;
- Next steps, including funding sources available to help subsidize the transition from fossil fuels to thermal biomass energy
- Examples of where this is already happening

Our findings suggest that there is an abundance of wood and forest-based fuel available. Counting local sawmill waste from Haida Gwaii Forest Products (HGFP), there are approximately 20,000 bone dry metric tons (BDT) of fuel/year within a 25 km radius of Port Clements. This represents almost 384,000 Gigajoules (GJ) of readily available thermal energy each year. By comparison, estimated current thermal heating energy use on Haida Gwaii 2,600,000 annually or approximately 31,000 GJ/year.

This study highlights economically viable solutions that showcase what can be done on Haida Gwaii. However, this feasibility study is broad in scope and was designed to provide base line information and opportunities upon which to build further discussion. Additional research, engineering, site visits and equipment quotations will be required to prioritize how the next steps for building a new industry in Port Clements which would provide employment, generate wealth that stays in the community and replaces imported thermal heating fuel with locally grown, renewable alternatives.

1.0 Introduction

This report supports recommendations on the next steps for building a new industry on Haida Gwaii which would provide employment, generate wealth that stays on the island and replaces imported thermal heating fuel with locally grown, renewable alternatives.

With respect to the issue of greenhouse gas reductions and the ongoing debate of global warming and carbon neutrality, this report does not review those potential benefits in detail as they are considered a minor influential factor at this stage of study. However those benefits could play a substantial role in the future. It should be noted that currently British Columbia (BC) is the only jurisdiction in North America with Carbon Tax. This tax currently adds \$1.25/GJ (gigajoule) to the price of our fossil fuel based energy and has climbed to \$1.50/GJ in July1, 2012.

In 2007 the Provincial Government passed the Greenhouse Gas Reduction Targets Act which requires all public-sector organizations to be carbon-neutral by 2012, or they are required to purchase carbon offsets from the Pacific Carbon Trust (PCT).

The communities of Haida Gwaii, their desire to become carbon neutral and avoid the need to purchase carbon offsets while supporting existing industries and creating new employment opportunities was the basis of this study. These priorities include the community's existing forest industry and potential to develop a new product called "biomass thermal energy" that will reduce logging slash residue while restoring wildlife habitat areas.

Consultation included numerous suppliers of biomass fired heating equipment and wood densification equipment. Communications with local residents, business owners, suppliers, and village staff, in addition to the information compiled by the project consultants, have formed the basis of this report.

When reviewing and discussing this feasibility report it is understandable to realize that concerns and questions will arise with the new concept of biomass thermal heating and the various options that are explored. Therefor it is advisable to remember that the vast majority of these concerns and potential objections will occur in the following four categories and that this report attempts to answer those concerns in a logical and practical manner. As with any new business venture it is good to recognize the challenges ahead of time and plan for a successful approach and public acceptance.

1.1 Sustainability

In sections 2-3, the report addresses the issues of wood fuel sustainability, by defining how much thermal energy is used or could be used on Haida Gwaii and reviewing the current and future wood fuel availability in the immediate area. The report is designed to stimulate discussion on how to address the future need for long term energy planning, as our world supply of fossil fuels is under increasing pressure from population growth, increased industrialization and diminishing fossil fuel supplies. The report does not suggest replacing the entire fossil fuel infrastructure of the community with woody biomass, but there is a time and place and leadership has responsibility to start looking ahead to how we might replace some of our imported fossil fuels with local, sustainable and renewable energy crops, while maximizing the use of waste wood streams.

1.2 Technology

In section 4, the report explores some of the latest biomass heating technologies to give the reader some background and understanding of how advanced the biomass equipment industry has become in the past ten years. Current technology is computer controlled, automatic and reliable. No longer are we discussing residential fireplaces, air tight wood stoves, or inefficient outdoor wood boilers. The latest technology can burn wood chips, wood pellets, and even hog fuel and firewood cleanly, efficiently and economical. One of the desired outcomes is to place a modern, automatic system on Haida Gwaii to show the community what a modern system looks like and how reliable and easy it is to operate and maintain.

1.3 Economics

In section 5, the report addresses concerns regarding equipment costs, installation and infrastructure requirements, while comparing biomass fuel costs with the current fossil fuel pricing. In reviewing the various users of thermal energy on Haida Gwaii, particular attention was spent looking for the most practical and economic opportunities.

1.4 Environmental

Environmental issues, such as air quality, permitting and carbon neutrality are discussed in Section 6. When dealing with these issues it is important to note that new ground rules and legislation are being created within the Provincial Governments. At the same time, 50% of the thermal energy from Austria, Sweden and Denmark now comes from woody biomass fuel sources. These countries have already wrestled with these issues and public perception. As a result, acceptance is growing along with this new industry and opportunity. It is the opinion of the report writers that these concerns need to be addressed through thoughtful research, proper equipment, appropriate fuels, modern control measures and community education.

All concepts expressed in this report can be sustainable, technologically advanced, economical and environmentally acceptable, but it will take community involvement and support to be successful.

2.0 Port Clements Wood Waste Volumes

Port Clements is surrounded by forest lands and woody biomass. This presents both a challenge and an opportunity. With proper management practices, the prevalence and availability of this material has the potential to transfer the burden of supplying heat to the community from fossil fuels to local renewable biomass.

Utilizing various wood waste material such as those listed below also present opportunity for the production of thermal energy products, such as wood chips/pellets/briquettes, adding to new business prospects in the region.

Local wood waste fuel is available from two sources:

1. Harvest residues, such as branches, tops and small diameter trees (logging slash, debris, etc.) from forest tenure holders
2. Mill waste (saw dust, mill ends) from forest mill operators

Saw mill waste (slabs/edges/bark) and small diameter logs are stored on the saw mill site or wasted:

- Bark/hog fuel
- Saw dust/shavings

3.0 District Energy for Village Centre

One of the main mandates of this report was to assess the potential for a District Energy System (DES) and whether a DES was worth further exploration. A DES can be created whenever two or more buildings are connected together in a shared heating system. The following recommendations may be a change in direction from initial discussion, but are intended to encourage the concept of future DES systems for Old Masset, Port Clements, Queen Charlotte and Skidegate communities.

3.1 Examples from other BC areas

In BC, there are three biomass fired, district energy plants operating at this time. They are Revelstoke Community Energy Corporation, Dockside Green in Downtown Victoria and the Baldy Hughes Treatment Centre Community, north of Prince George. Of these three projects, both the Revelstoke and Baldy Hughes systems replaced expensive propane heating and required underground pipelines and retrofits to their existing heat distribution systems. The Dockside Green Project is a brand new, "green field" development and replaces natural gas heating with carbon neutral biomass. All three projects are fueled by local biomass but use different combustion technologies and different types of woody biomass fuels. These differences show the flexibility of the equipment and the ability to design a system that is suitable for the specific region. We can learn from their experiences and challenges and work to build on their successes and lessons learned.

There are also other BC DE systems in various stages of project development, including the City of Quesnel, Prince George, Williams Lake, Trail, and Kelowna. At this time it appears that all of these DES projects have the support of Fortis BC and the advantage of low cost, readily available, waste heat coming from industries located within close proximity of the city limits. As an example, both Quesnel and Prince George are planning on using surplus industrial heat from nearby pulp mills/saw mills, whereas Williams Lake has a large biomass fired electrical power plant and Trail has the Cominco smelter. The ability to use surplus heat from a large industrial facility is a definite advantage for these communities. They are also continuing to work on how to best distribute and use that heat within their existing downtown cores.

3.2 Limitations

It is helpful to keep in mind what we have identified as four major categories of concern: technology, sustainability, environmental and economics. We believe the issue of environmental concerns can be addressed by using the latest biomass thermal technology, powered by locally supplied and sustainable biomass fuels. That leaves the one large and very important issue of how to install a DE system that is economical. There are two approaches that address economic concerns.

The first approach is to hook up one or two buildings within close proximity to each other that require new placement equipment and already have hot water distribution systems incorporated in their infrastructure. An example of this kind of scenario is in Copenhagen, Denmark which now has six separate district heating systems that supply over 50% of the thermal needs of the city. Some of those systems are interconnected for heat sharing, but they were built as separate stand-alone systems that met the needs of their immediate vicinity. The main reason for this gradual approach was to minimize the need for large underground distribution networks and the associated infrastructure costs and disruptions. It also allowed them to implement the second proposed approach, discussed next, which is to plan for new developments that require new infrastructure and utility services.

We also suggest that the advantage of fixed heating cost and a reduced carbon footprint for industrial users could be a great selling point for the community and the industrial users.

4.0 Heating Equipment and Costs

This section summarizes five recommended biomass thermal projects for the Haida Gwaii communities. Equipment types and costs are reviewed and the detail analysis is contained in the attached community heating calculators (calculators do not include engineering and installation expenses). For heating equipment and cost comparison it is important to consider that prices can vary dramatically and depends on the scope and complexity of the project. An initial review of the towns suggests that a greater focus should be placed in these five projects with the goal of obtaining final price quotations which includes equipment, engineering and installation.

Once final price quotations are received, decisions on priorities and actual suppliers can be made. At the same time, specific equipment examples are available from the authors to give you an indication of anticipated price ranges, equipment capabilities, potential paybacks and engineering challenges. In no way should the equipment mentioned be considered as the only recommended choice or possibility, as there are many suppliers capable of providing the communities with suitable, proven and modern equipment.

5.0 Bioenergy Pricing

This section examines the process of establishing a fair and equitable sale price for biomass thermal fuel. Several issues need to be considered. These include the lack of a long established bioenergy market, the role of the existing forest industry, and the need to address local Wildlife Urban Interface (WUI) fire hazards. A serious, in-depth review is recommended before entering binding agreements with wood waste suppliers or compressed biomass fuel buyers.

The challenge with pricing biomass thermal products is that many people ask the question of cost before defining the required product. It is our experience that questions such as volumes required, moisture content, units of measure and product quality, should be answered prior to discussing prices.

It is recommended that pricing for biomass fuels be set around the price of cord wood, if not lower, to promote the market place. It is also common practice to pay more for dense wood products, such as pellets and briquettes and less for non-compressed products such as loose chip, with hog fuel having the lowest price/GJ.

Since the main objective for a new biomass thermal market is to gain product acceptance and create consumer demand, it should be expected that increased cost savings will encourage individuals to convert to a new locally produced fuel. It is important to consider what gigajoules are being sold and should be the basis for pricing. While volumes and delivery costs will need to be factored in, we recommend that a base line \$8.00 price be established to start with, for example, approximately \$8.00/GJ for local residents. One should also consider who the consumer is and the profile of their desired product (i.e. volume and type of fuel required).

5.1 Biomass fuel types and pricing

Biomass fuel prices can vary widely depending on volumes required moisture content, units of measurement and product quality. The following looks at the various types of biomass energy products and how these variables relate to these products and their costs.

5.1.1 Wood Sawdust

When discussing non-compressed woody biomass in the Port Clements area, it is important to define the particle size, moisture content material composition before pricing is established. Some relevant examples of non-compressed woody biomass are hog fuel, pulp chips, sawdust and planer shavings and all four items have different particle sizes, moisture contents, and material composition.

It is important to recognize the need to establish an independent pricing structure for thermal biomass products that benefits all parties without negatively impacting the existing price structure enjoyed by the forest industry. While it is good to know what the current forest industry structure is, it is also important to set a fair pricing structure that encourages demand. We recommend that loose woody biomass fuel products be priced around \$8.00/GJ delivered. This price could be adjusted based on volumes required, length of contract and level of client participation.

The table below describes some of the potential price structures for a variety of non-compressed products. When looking at this table we notice that as moisture content drops, price per wet ton rises. This is because as moisture content drops, potential energy produced per ton goes up. In this respect, moisture content should be a strong consideration when evaluating an appropriate fuel source. However, other considerations may include proximity to the fuel source. For example, due to the existence of the local mill at Port Clements, planer shavings may be a very cost effective option even though they do not pack well into a transport truck.

Type	Composition	Particle Size	Moisture Content	Potential Price/WT
Hog Fuel	Harvest residue, bark	4 inch minus	50%	\$48*
Pulp Chips	Whole log, debarked	2 inch chips, no fines	40%	\$57*
Sawdust	Sawmill residue	3/8 inch minus, fines	30%	\$67*
Planer Shavings	Sawmill residue	1 inch minus, fines	10%	\$86*

* based on a price of \$5.00/GJ delivered

The price of \$150/ton, delivered is equivalent to \$7.50/GJ (\$150/20 GJ per ton of pellets) and is an indication of range for the top end of biomass thermal fuel pricing. It is assumed that the central distribution group would also need to add local transportation and handling charges to the final consumer pricing, but this is for a compressed, consistent fuel, that can be easily stored and handled. This pricing provides a starting point on which to base further discussion and research.

Currently there is no local pellet/briquette producing plant on Haida Gwaii, but we are able to import pellets from Prince Rupert. Having said all this, using manufactured wood pellets from off-island does little to help Haida Gwaii deal with the WUI issues and local economic development. Therefore, it is our recommendation

that if wood pellets are considered to be suitable thermal fuel for Haida Gwaii, and if local consumption is sufficient to justify the economics of value-added compressed fuels, then a plan should be established for the building of a local wood densification plant. In the meantime, we do see how wood pellets from Prince Rupert could be a viable fuel solution for the short-term.

Even though the cost for compressed wood pellets is higher/GJ than loose, non-compressed fuel, the advantages to wood pellets or briquettes can be substantial. Besides the obvious advantages of reduced storage and more energy/truckload, a very important factor is that a pellet-fired boiler is less capital intense and easier to operate and maintain than a loose, higher moisture content, wood chip boiler. Every project needs to be looked at closely before deciding on which biomass fuel type is best, but standard rule of thumb is that the larger the energy consumption, the more likely that loose, damp wood will be the best, the smaller the project, the more likely that wood pellets and briquettes will be more suitable.

5.1.2 Wood Briquettes

Wood briquettes are not as well-known or understood by the general public but local briquetting can have numerous manufacturing advantages over imported wood pellets. Briquetting can provide high quality, dry fuel that is storable and can be used as a replacement for wood pellets or firewood. Briquetting has been used for over 50 years in Europe and is quite common in Scandinavia and Eastern Europe.

A main advantage of briquetting is that it can work very well with annual production ranges of 2,000 to 5,000 bone-dry tons (BDT) and can easily switch from industrial fuel puck production to a retail fire log product, depending on local market conditions. Briquettes can also be manufactured using a wider variety of incoming feedstocks with larger particle sizes and therefore requires less energy consumption for the manufacturing processes.

Recognizing that the initial demand for manufactured biomass fuel could come from residential users who are not capable of cutting, chopping and stacking firewood, it could be possible to substitute in dry, consistent and pelletized fire logs. These fire logs do not have any additives, such as waxes and binders, and will burn very clean due to their low moisture content of less than 10%. They could be delivered by a flat deck truck and crane/forklift and could be stored outside with a waterproof, shrink wrap cover. They also can be stored in weather proof, bulk sacks or modified feed silo bins.

As for pricing, it is anticipated that briquettes would be priced in between the local price range for loose, damp biomass fuel and wood pellets. A possible price could be \$8.00/GJ for briquettes and \$7.00/GJ for fire logs, as the local, suggested range is \$5.00/GJ for loose wood and \$8.00/GJ for pellets. Industrial briquettes should sell for a lower price than wood pellets and it is recommended that briquetted fire logs should sell for a lower price than traditional cord wood that has been delivered, split and stacked. As seen from our research into natural gas pricing, volumes purchased can impact the pricing and smaller consumers will pay a higher price for both biomass fuels and fossil fuels.

6.0 Next Steps

In closing this feasibility report, we would like to summarize and look ahead to the next steps. Throughout all the research and calculations, it has been our goal to educate and empower the Communities staff members to move toward a planning and implementation process. With these thoughts in mind, we would like to focus in on how to implement some of the recommendations in this report.

First of all, we need to recognize that there will be champions and concerned citizens. We need to address those concerns in the following categories so that you can lead with understanding and confidence.

6.1 Environmental Concerns

6.1.1 Sustainability

Section 2 of this report looks carefully at the local wood supply and how waste wood is currently managed. One of the conclusions of this report is that the Haida Gwaii communities have sufficient waste wood fibre to start a biomass thermal energy business that could benefit the communities in multiple ways. Some of these benefits would be lower heating costs, reduction of slash pile burning, improved fire hazard abatement, restored eco-systems, additional employment, and sustainable, non-imported thermal energy. If Austria, Sweden, and Denmark can supply 50% of their thermal needs from biomass without negatively impacting their forest yields and health, then Haida Gwaii should be able to start using biomass thermal too.

6.1.2 Air Quality

Air quality is a legitimate concern, however our research shows that modern biomass technology with the proper air filtration systems can be more than acceptable to the communities and health professionals. We would suggest that you review the current BC guidelines and decide what equipment is capable of meeting the standards of the communities and those guidelines. Including written standards for particulate emissions as a definite requirement before any request for proposals is issued.

While biomass fired thermal energy systems will produce CO₂ emissions these emissions are part of the natural terrestrial Carbon Cycle. It is through the burning of the fossil fuels (ancient stored carbon) that the carbon cycle has been thrown out of balance. Reducing the demand for fossil fuels through the use of biomass can play a major role in helping to restore the carbon cycle and at the very least reduce the introduction of additional CO₂ from fossil fuels.

6.1.3 Regulations

In reviewing regulatory requirements, it would be advisable to work with some of the other cities and towns that are pursuing biomass thermal options. We would recommend that you work with the local Ministry of Environment for help with the air emissions standards, while many equipment suppliers can help sort through the building, electrical and plumbing regulations. It would also be advisable to work with your building insurance providers, the local fire chief, and building code inspectors to ensure that they fully understand the proposed project and how it might impact your insurance policy or building code requirements. It is our experience that the more initial involvement these groups have in the early planning stages the less likely that insurmountable hurdles will appear in the later stages of the project.

It is also important to check with the BC Safety Authority or equipment suppliers to ensure that the biomass boiler will meet the current biomass boiler regulations. The latest changes to the regulations have been very positive, but it is advisable to look into conformity prior to accepting the equipment.

6.1.4 BC Carbon tax and offsets

Carbon Tax

If the city decides to move forward with some of the recommendations in this report, we would encourage further discussions with the Ministry of Environment (MOE)- Climate Action Secretariat (CAS). At this time,

the CAS is looking for suitable carbon neutral solutions for BC cities and communities and it is our opinion that biomass thermal projects could mitigate a communities' upcoming obligation to purchase carbon offsets from Pacific Carbon Trust.

Carbon Offsets

At this time, many of the proposed projects do not meet the present carbon offset criteria for cities and municipalities, as they are considered too small to justify the cost of third-party verification. We believe that this is a fundamental flaw in the present PCT offset system and yet with the co-operation of PCT and the support of the MOE-CAS, we feel that a compromise benefitting all parties could be reached. A discussion is required if BC cities are going to have any chance of avoiding the need to purchase carbon offsets, and we look forward to participating in this discussion.

6.2 Community Involvement

6.2.1 Education

For these projects to move forward, public education will need to be deliberate and timely. Fortunately many communities are already building biomass energy project. David Dubois of GreenHeat Initiative, Quesnel and Adam Sherman of the Biomass Energy Resource Center (BERC) Vermont are both excellent resources on how and when to educate the public, leaders and facility managers. Providing a good learning environment is another reason this report recommends starting with a small DES system before tackling one of the larger projects. Gradual acceptance is the anticipated outcome and this will come about with more education and hands-on experience.

6.2.2 Public Forums

Deciding when to have a public forum is best left to the local community, but we would encourage you to have them sooner than later. Being able to gauge public perception and concerns prior to putting out a 'request for proposals' would allow city staff to craft a proposal that would address legitimate concerns and ensure a higher chance for success.

As one individual recently stated, "you do not need to worry about public acceptance, everyone in the community understands the issues and is a champion". Even though this comment is welcomed, it does need to be verified in an open and public discussion. Then the project proponents and suppliers can move forward in a professional and respectful manner.

6.3 Engineering

The next steps will require a more detailed analysis of existing heating equipment in the suggested buildings which will require the services of a knowledgeable biomass heating engineer. Fortunately, as the biomass thermal industry grows in North America, more companies and individuals are gaining additional expertise in the issues surrounding biomass boilers and the technical and economical aspects needed for well-conceived systems.

Through our network of biomass contacts, we are able to supply a short list of potential engineering companies that can do the necessary technical and mechanical research. It is also advisable to decide on the priority of the recommended projects so that you hire an engineer or engineering firm that is capable of handling the actual scope of the project. By this we mean that it may take a different engineer to design the larger combined underground DES project than to do a stand-alone swimming pool project. It is also our

experience that many equipment suppliers can be very helpful with the basic engineering requirements in the early stages of the project.

6.4 Request for Proposals

Once public forums and basic engineering reports have been completed, then the next step would be to go to public tender and make a formal 'request for proposal'. Most recently, the City of Lillooet and the City of Burns Lake completed this process and there are many other resources available to help.

6.5 Funding Sources

There may be numerous options available to Haida Gwaii communities but this report will focus on three potential sources of funding. Funding options are best explored once the scope of the project is defined. We will discuss briefly a handful of the options including commercial banks, government grants, and equipment leasing. It is worthy to note that in general, government funding will likely not exceed 50% of the total project.

6.5.1 Commercial Banks

Commercial banks could be suitable for funding the biomass boilers at all the public and private facilities considered and recommended. Most banks consider cities and schools as good credit risks and would be interested in 10 year equipment loans secured by the equipment and energy revenue streams. We feel that the local Credit Union should be seriously considered as they may be more inclined to support local and/or new business ventures.

6.5.2 Equipment Leasing

Atticus Financial of Vancouver (co-author of this report) is well experienced in the equipment financing and continues to work with renewable energy projects throughout Canada. Biomass boilers, briquettes, wood grinders, rotary drum driers and metal for fabric covered storage sheds can be leased-to-own by companies and regional/school districts. Atticus Financial would look forward to assisting Haida Gwaii to find suitable financing for these biomass thermal projects.

7.0 Conclusion

To conclude, the following summarises what we have found to be strong justification for the development of biomass thermal energy on Haida Gwaii and where to focus future endeavours in this area of energy:

1. There is sufficient economical woody biomass within 25 km of Port Clements for biomass densification.
2. This availability and affordability of raw fibre in the region provides a great opportunity for a biomass densification project
3. The regional hospital and schools are the largest public thermal energy users on within Haida Gwaii limits
4. The top ten public thermal energy users would require a total of 2365 BDT/year of woody biomass for all thermal heating needs

5. Modern biomass boiler equipment is automatic, efficient and clean burning, with suitable air emissions equipment in place
6. The next steps should include engineering, public input, and a 'request of proposal'
7. Grants and financing are available

The authors of this report trust that you find it to be educational and empowering and wish to congratulate you in taking this bold step into the field of renewable and sustainable thermal energy. We thank you for the initiative you have shown and look forward to further discussions, your input and suggestions.

Information from:
Reg Renner- Atticus Financial Ltd.
Jim Abbott- Haida Gwaii Forest Products

Table 4. Energy Conversion Chart

Type of Fuel	Price Delivered	Unit	Factor	Price/GJ
Propane	\$1.00	/Litre	39.4	\$32.00/GJ
Heating Oil	\$1.30	/Litre	26.0	\$33.80/GJ
Electricity	\$0.090	/KWh	270.0	\$24.3/GJ
Cord Wood	\$150.00	/Cord	0.063	\$9.45/GJ
Pellets	\$250.00	/Ton	.05	\$7.50/GJ
Briquettes	\$200.00	/Ton		\$8.00/GJ

ACTION ITEMS

<u>#</u>	<u>Date</u>	<u>Description</u>	<u>Lead</u>	<u>Follow up</u>
A1	05-12-2011	Motion to hold town hall mtgs. to engage public	Falconbridge	Consider a fall 2013 (not month of Nov) open meeting with minimal fixed agenda more of a brainstorming session
A16	15-10-2012	Bus Shelter	Cheer	Build shelter at corner of Dyson & Bayview
A21	15-07-2013	Drainage concern at corner of Park & Tingley	Gould	Develop a plan for addressing this issue
A22	15-07-2013	100th Anniversary Organizational Meeting	Gould	COW Meeting 6p.m. Aug 19, 2013 Need terms of reference organized.
A23	15-07-2013	NHA Emergency Door Issue	Gould	Follow up in mid-September to see how this issue was addressed
A24	06-08-2013	Build car port for ambulance	Falconbridge	Office to investigate and have a report back to Council before yearend.