



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

**AGENDA**  
**Special Meeting of Council Monday August 25, 2014**  
**COUNCIL CHAMBERS**

- 1. ADOPT AGENDA.**
- 2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS**
- 3. MINUTES**
  - M-1- July 21, 2014 Regular Council Meeting
  - M-2 – July 11, 2014 Rec Committee Meeting
  - M-3 – July 29, 2014 Dog Concerns Meeting with public
- 4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS**
  - BA-1 – Lewis Hancock – Bursary Application
  - BA-2 – Reina Fennell – Bursary Application
- 5. ORIGINAL CORRESPONDENCE**
  - C-1 – Haida Gwaii Forest Products – permit application
  - C-2 – Edge of the World Music Festival request
  - C-3 – Haida Gwaii Working Group appointment
- 6. GOVERNMENT**
  - G-1 – Water Frontage Bylaw #412, 2014
  - G-2 – Remuneration Bylaw #418, 2014
- 7. FINANCE**
  - F1 – Cheque Listing to August 11, 2014
- 8. NEW BUSINESS**
  - NB-1 - #6 Bayview Drive Demolition
  - NB-2 – VIRL Lease renewal
  - NB-3 – Janitorial Contract
- 9. REPORTS & DISCUSSIONS**
- 10. ACTION ITEMS**
- 11. QUESTIONS FROM THE PUBLIC & PRESS**
- 12. ADJOURNMENT**



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**Minutes of the Regular meeting of the Port Clements Council held July 21, 2014 in the Council Chambers.**

Present:

Mayor Cheer  
Councillor Gaspar  
Councillor Gould  
Councillor Thomas

CAO – Kim Mushynsky

6 members of the public in attendance

Mayor Cheer called the meeting to order at 7pm

**1. ADOPT AGENDA.**

2014-252 - Moved by Councillor Thomas, seconded by Councillor Gaspar

THAT the agenda be adopted with the following additions – C3 – Reina Fennell Application for Bursary and C4 – response from BCHydro regarding Clean Energy decision

**CARRIED**

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

Randy Penner and Corinne Ellermann spoke with Council and answered questions regarding NB-1 Controlled Access Highway initiative.

**3. MINUTES.**

M-1 – Regular Meeting of Council Monday July 7, 2014

2014-253 – Moved by Councillor Thomas, seconded by Councillor Gould

THAT we accept the Regular Council meeting minutes from July 7, 2014 meeting as presented.

**CARRIED**

M-2 – Tourism Committee minutes from Thursday June 12, 2014

2014-254 – Moved by Councillor Gould, seconded by Councillor Thomas

THAT we accept the Tourism Committee meeting minutes from June 12, 2014 meeting as presented.

**CARRIED**

**4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS.**

**5. ORIGINAL CORRESPONDENCE.**

C-1 – Lewis Hancock – Bursary application

2014-255 – Moved by Councillor Thomas, seconded by Councillor Gould

THAT we open this for discussion.

**CARRIED**

2014-256 – Moved by Councillor Thomas, seconded by Councillor Gould

THAT we table this application to the August 18, 2014 Regular Council meeting.

**CARRIED**

C-2 – Telus Feasibility Study of Cellular Service in Port Clements  
2014-257 – Moved by Councillor Thomas, seconded by Councillor Gaspar  
THAT we open this for discussion.

**CARRIED**

2014-258 – Moved by Councillor Thomas, seconded by Councillor Gould  
THAT we receive and file this correspondence as direction for a letter was already made at the July 7 Council meeting.

**CARRIED**

C-3 – Reina Fennell – Bursary application

2014-259 – Moved by Councillor Thomas, seconded by Councillor Gould  
THAT we table this application to the August 18 Regular Council meeting.

**CARRIED**

Further Council also requested that we look at changing the wording in the Policy to be the 1<sup>st</sup> Monday of July for 2015 and beyond. The CAO will bring a formal request for this wording change of the policy to Council before yearend.

C-4 – BCHydro Clean Energy Initiative

2014-260 – Moved by Councillor Thomas, seconded by Councillor Gould  
THAT we take BCHydro's lack of interest in the clean energy initiative to the Protocol table for discussion.

**CARRIED**

2014-261 – Moved by Councillor Thomas, seconded by Councillor Gould

THAT we arrange a teleconference with Dave Mosure to discuss Hydro's response to the RFEOI.

**CARRIED**

## **6. GOVERNMENT.**

G-1 – Bylaw 417, 2014 borrowing in anticipation of revenue for 2014

2014-262 – Moved by Councillor Gould, seconded by Councillor Thomas  
THAT we reconsider and adopt Bylaw #417, 2014.

**CARRIED**

## **7. FINANCE.**

F-1 – Cheque listing to July 16, 2014

2014-263 – Moved by Councillor Gaspar, seconded by Councillor  
THAT we receive and file the cheque listing to July 16, 2014

**CARRIED**

F-2 – CIBC June 2014 bank statement

2014-264 – Moved by Councillor Gould, seconded by Councillor Gaspar  
THAT we receive and file the June 2014 CIBC bank statement

**CARRIED**

F-3 – NSCU June 2014 bank statement

2014-265 – Moved by Councillor Gaspar, seconded by Councillor Thomas  
THAT we receive and file the June 2014 NSCU bank statement

**CARRIED**

F-4 – 2<sup>nd</sup> quarter Revenue and Expense statement

2014-266 – Moved by Councillor Gould, seconded by Councillor Gaspar  
THAT we receive and file the 2<sup>nd</sup> quarter Revenue and Expense statement

**CARRIED**

## **8. NEW BUSINESS.**

NB-1 – Report to Council – Ministry of Transportation Controlled Access Highway proposal

2014-267 – Moved by Councillor Gould, seconded by Councillor Gaspar  
THAT we open this for discussion.

**CARRIED**

2014-268 – Moved by Councillor Gaspar, seconded by Councillor Gould

THAT we write a letter to the Ministry of Transportation indicating our concerns with the Controlled Access proposal and that we therefore do not support the initiative.

**CARRIED**

NB-2 – Report to Council – Craig Beachy request for planned works in Sunset Park

2014-269 – Moved by Councillor Gould, seconded by Councillor Gaspar

THAT we open this for discussion.

**CARRIED**

2014-270 – Moved by Councillor Thomas, seconded by Councillor Gould

THAT we table this issue to the August 18, 2014 Council meeting.

**CARRIED**

NB-3 – Report to Council – appointment of Chief Election Officer and Deputy Chief Election Officer

2014-271 – Moved by Councillor Thomas, seconded by Councillor Gaspar

THAT we open this item for discussion.

**CARRIED**

2014-272 – Moved by Councillor Gaspar, seconded by Councillor Gould

THAT we appoint Kim Mushynsky as the Chief Election Officer and Sharon Ferretti as the Deputy Chief Election Officer.

**CARRIED**

NB-4 – Report to Council – 2014 Election Remuneration Rates

2014-273 – Moved by Councillor Gould, seconded by Councillor Gaspar

THAT we accept the recommendation of \$900 for the CEO, \$600 for the DCEO and \$325 for poll clerk(s) as presented.

**CARRIED**                      **Councillor Thomas opposed**

#### **9. ACTION ITEMS:**

#### **10. REPORTS AND DISCUSSIONS.**

Councillor Gaspar – Tourism & Rec committee mtgs,

Councillor Gould – Tourism & Centennial mtgs, public meeting

Councillor Thomas – public meeting

Mayor Cheer – Tourism & Centennial committee mtgs, public meeting.

CAO – biomass RFP, election preparation, reminded Council of meeting next Tuesday July 29<sup>th</sup> at 3pm regarding dog concerns.

2014-274 – Moved by Councillor Gaspar, seconded by Councillor Gould

THAT we authorize the Administrator to spend up to \$500 to have Dave Dubois from Wood Waste to Rural Heating review and make recommendations regarding our biomass RFP.

**CARRIED**

2014-275 – Moved by Councillor Gaspar, seconded by Councillor Gould

THAT we authorize Sharon Ferretti be set up as an Account Administrator for our NSCU CUETS Mastercard.

**CARRIED**

#### **ADJOURNMENT.**

2014-276 - Moved by Councillor Gaspar, seconded by Councillor Gould

THAT the meeting be adjourned at 8:30pm

**CARRIED**

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Wally Cheer,  
Mayor

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Kim Mushynsky,  
CAO

RECREATION COMMITTEE MEETING – JULY 11, 2014.

Attending – Bev Lore, Matt Gaspar, Angela Mielecki, Corrina Hornidge, Sue Couch and Marilyn Bliss.

Absent – Sean O'Donoghue

Meeting started at 7:15pm

This was to gather the pros and cons of the 2014 Canada Day festivities.

The Friday night children's fishing derby – 44 fishers registered and a huge variety of catches – weather was very blustery but the smiles on the kids faces made up for that – Germain did a fantastic job of organizing, setting up and commandeering volunteers.

Saturday – the parade was exceptionally well attended with floats, bicycles, marchers and vehicles.


Thanks to the Marshall and her judges.


Sunday – mud bog was well attended and there were 4 water crafts in the morning race.

**Action** – needed for next year -

1. More volunteers to work with peddle cars, bouncy house and sumo suits so that we can provide more fun for two days – each venue requires at least 2 attendants.
2. Signpost – directing where venues are – i.e. washrooms, concession areas, face painting etc.
3. Purchase netting between ball and soccer fields – posts are now placed.
4. Old bleachers – need to be replaced and for sure removed as they are not safe.
5. Solicit groups for fundraising – paid volunteers for children's area, doing the scoreboard. suggestion playschool, church group and to help clean up at end of day.
6. Washrooms – to have good graffiti – for more visibility.
7. New garbage bins along with recycling bins. Present ones – the bag will not stay in place and the edges are quite sharp.
8. Posters should be out earlier or at least earlier mention in Community Events – This year was not predicted that the airlines bump the Observer and it caused some to not get their schedule until the Saturday. Suggestion that all island events and dates noted early in year.
9. We have not been able to designate a priority for our 2013 LNR donation and will ask council for what future plans for the Community Park and that perhaps the recreation committee can then focus on a purpose for these monies.

Meeting adjourned at 8:00pm

  
BEV LORE

  
MARILYN BLISS

Meeting July 29, 2014 at 3pm in Council Chambers regarding Dog Concerns in Port Clements

Present: Larry Brealey, Cheri Brooks, Julie Busshoff, Mayor Wally Cheer, Lisa Gyorgy, CAO Kim Mushynsky, Kim Nemanishen.

The CAO presented the following information to the group to start the discussion:

Masset is the only place on island with a dog pound and it costs them approximately \$1,100 per year based on a 4 year average to maintain the facility. They have volunteers who feed and exercise the animals as well as clean the kennels and provide food for the animals. The kennels are not heated. The local SPCA would be willing to work with Port Clements if we implemented a pound by taking possession of any dogs which are impounded and not picked up in a set number of days (assuming there is not a medical or behavioural issue, in which case the Village would be responsible to euthanize the animal).

The group discussed the issue of dogs running free and the potential threats of not addressing this issue.

It was suggested that we start from an educational standpoint before we move into creating a pound and gathering up loose dogs. Specifically it was suggested that we get more signage around town advising people that dogs are to be on leash when out of the owner's yard. The CAO will approach the post office to see if we can permanently affix a sign to this effect in their building. The CAO will include a write up about this meeting in the August newsletter and request the residents to call or email with their thoughts on this issue. We have another opportunity in November to discuss this issue in a newsletter based on the feedback we get from the August newsletter.

It was suggested that a licensing and fine system could cover some/all of the costs of the pound and that we already had a couple of places in the Community Park ideally situated for a dog pound with minimal costs and effort to modify them for that purpose. Bylaws would have to be in place for licensing and fines so the group considered this an option for January 2015. It was also suggested that instead of a pound we could just take unruly dogs to the vet to be kenneled and then they are either picked up in 3 days or the SPCA takes them and we would simply be responsible for the kennel costs as opposed to operating our own pound. The CAO is to talk to Ranch Feeds to get their input on this idea.

It was also suggested that the notes from this meeting be posted on facebook to further generate discussion in the community and that Council hold another meeting in late September to follow up.

The meeting adjourned at 4:15pm.

*www.petedge.com*  
↓  
*for supplies*

Lewis Hancock  
Box 98  
Tlell, BC  
V0T 1Y0

Village of Port Clements  
Box 198  
Port Clements, BC  
V0T 1R0

July 16, 2014

Dear Village Council,

My name is Lewis Hancock and I would like to be considered for a village bursary to help me with my education. I was born on Haida Gwaii and have lived here all my life. I went to Port Clements elementary school from kindergarten to grade 7 and then continued on to Queen Charlotte Secondary. My average in grade 12 was 86%. I have been accepted to study Engineering at the University of Victoria and I will be heading there this fall. As you can imagine, the cost of tuition and room and board is substantial. Any assistance you could give me would be very appreciated.

Thank you,

  
Lewis Hancock



PO Box 3025 STN CSC  
Victoria BC V8W 3P2  
Canada  
Tel (250) 721-8121 Fax (250) 721-6225  
Web: registrar.uvic.ca/undergrad

**Undergraduate  
Admissions**

**University  
of Victoria**

March 13, 2014

Lewis Hancock  
35550B Highway 16  
Tlell BC V0T 1Y0

**Student Number: V00817502**

Dear Lewis,

On behalf of the University of Victoria, I am pleased to offer you **conditional** admission beginning in September 2014. Congratulations on your academic achievement!

This offer is conditional upon receipt of all required documentation and meeting the minimum admission requirements (courses and grades) as outlined on the reverse of this letter. If you have any questions about the information provided, please contact Undergraduate Admissions as soon as possible.

Last year, UVic offered more than \$10 million in scholarships and bursaries. Based on your self-reported grades, you are currently being reviewed for a potential scholarship and priority date for early registration. A separate letter containing further information will be sent to you shortly by Student Awards & Financial Aid. Please note that awards with additional criteria require that you submit a separate scholarship application at [www.uvic.ca/entrancescholarships](http://www.uvic.ca/entrancescholarships) no later than May 1<sup>st</sup>.

On-campus accommodation is guaranteed for all new Year 1 students who are offered admission prior to graduating from secondary school. **Several conditions need to be completed before June 30 in order to take advantage of this opportunity.** Please visit the housing website at [www.housing.uvic.ca](http://www.housing.uvic.ca) for further information.

**Please read the reverse of this letter carefully.** It provides important details about the conditions of your offer, your current status, and instructions for the steps you must follow before registering for courses. To view any outstanding items on the admission checklist, login to My UVic Application at [www.uvic.ca/application](http://www.uvic.ca/application). Incomplete checklist items may affect your tuition fees assessment or your ability to register in courses that have specific prerequisites.

The faculty, staff and students of UVic hope that you will find your studies here both challenging and rewarding.

Yours truly,

Eddie Mukahanana  
Admission Officer  
(250) 472-5279  
Email: [emukahan@uvic.ca](mailto:emukahan@uvic.ca)

*Please see reverse*





## QUEEN CHARLOTTE SECONDARY SCHOOL

*Quality, Commitment & Caring in Education*

PO Box 70, 701 Oceanview Drive, Queen Charlotte, British Columbia V0T 1S0

Tel: (250) 559-8822 ~ Fax: (250) 559-8328

July 4, 2014

TO WHOM IT MAY CONCERN:

The following are the courses completed and the marks received by Lewis Matthew Hancock during his Grade 10 year.

|   |   |     |
|---|---|-----|
| English 10                              | B | 84% |
| Planning 10                             | A | 95% |
| Foundations of Math and Pre-Calculus 10 | B | 80% |
| Physical Education 10                   | A | 88% |
| Foods and Nutrition 10                  | A | 91% |
| Social Studies 10                       | A | 91% |
| Science 10                              | A | 86% |

The following are the courses completed and the marks received by Lewis during his Grade 11 year:

|                       |   |     |
|-----------------------|---|-----|
| Pre-Calculus 11       | B | 80% |
| English 11            | A | 88% |
| French 11             | A | 89% |
| Social Studies 11     | A | 93% |
| Chemistry 11          | B | 83% |
| Chemistry 12          | B | 78% |
| Physical Education 11 | A | 87% |
| Law 12                | A | 95% |

This is to certify that this  
is a true copy of this student's  
Transcripts of Grades.

Principal, Queen Charlotte Sec.



**QUEEN CHARLOTTE SECONDARY SCHOOL**

*Quality, Commitment & Caring in Education*

*PO Box 70, 701 Oceanview Drive, Queen Charlotte, British Columbia V0T 1S0*

*Tel: (250) 559-8822 ~ Fax: (250) 559-8328*

Lewis was enrolled in Grade 12 at this school.

The following are the courses completed and the marks received by Lewis during his Grade 12 year:

|                        |                  |     |
|------------------------|------------------|-----|
| Physics 11             | B                | 84% |
| Graduation Transitions | Requirements Met |     |
| English 12             | B                | 84% |
| Foods and Nutrition 12 | A                | 90% |
| History 12             | A                | 93% |
| Pre-Calculus 12        | B                | 82% |
| Physics 12             | B                | 84% |

Lewis' PEN is 117 284 448

KMmr

This is to certify that this  
is a true copy of this student's  
Transcripts of Grades.

  
Principal, Queen Charlotte Sec.



## Final confirmation of your status at UVic

undergraduate@uvic.ca <undergraduate@uvic.ca>  
Reply-To: Undergraduate Admissions and Records <undergraduate@uvic.ca>  
To: hancocklewis@gmail.com

Sat, Jul 26, 2014 at 5:25 AM



**University  
of Victoria**

Undergraduate  
Admissions

Student Number: **V00817502**

Faculty of Engineering,  
Undeclared

Dear Lewis,

We have now received your final grades or other required documentation. I am pleased to inform you that the conditions outlined in your original offer letter have been met and your admission to the University of Victoria (see program listed above) is officially confirmed. Based on this information, the status of your Academic Writing Requirement has been updated and is listed below.

For your information, you may also access MyUVicApplication (<http://www.uvic.ca/application>) to check on your current admission details.

The faculty, staff and students of UVic look forward to seeing you on campus!

Sincerely,

Undergraduate Admissions  
University of Victoria

**Status of Your Academic Writing Requirement (AWR):** Not yet satisfied. Most students will select ENGL 135, 146 or 147 to complete the Academic Writing Requirement. However, you may also benefit from registering in a preparatory class prior to completing your required course. For more information and a self-placement questionnaire to help determine the best course for you, see the [Academic Writing Requirement](#) or consult your advisor.  
**NOTE:** Engineering students are required to register in ENGR 110.

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

Name: Reina Fennell

Address: P.O. Box 297, Port Clements B.C.  
VOT 1R0

Phone: 250-557-2460

Graduating High School:  
Christian Homelearners e-Streams (independent school)

Grade Point Average:  
\_\_\_\_\_

Post Secondary Institution attending:  
(this fall) University of the Nations - Youth With a Mission, Bethlehem  
Concentration: (next fall) University of PEI or Dalhousie University  
(this year) community outreach and international missions  
(next year) Veterinary medicine  
Reasons for applying for Bursary:

I am a Port Clements high school graduate of 2014 and I have a lot of post-secondary plans that I am setting in motion; this bursary would really help me get another financial step closer to my academic goals. Within a couple of days I will be in New Zealand participating in a five-month long, Youth With A Mission program through University of the Nations. This course is based out of Bethlehem, Tauranga, on New Zealand's north island, and its focus is on community-based/ international, Christian missions work, humanitarian aid opportunities and team building with a varied group of young people from all around the world. It will be an amazing and challenging experience that will teach me a lot. Travel has this incredible ability to stretch and inspire people, as well as broaden their perspective of the world. I think this first step of my post-secondary pursuits will teach me a great deal in ways that regular university studies could not.

Once this course is complete, on December 13<sup>th</sup>, I will be working for my keep on several different New Zealand farms before returning home on January 14<sup>th</sup>. For the September of 2015 I aim to enter the pre-veterinarian stream at either Dalhousie University or the University of Prince Edward Island on the east coast of Canada. I have been interested in veterinary medicine since I was a little girl. It is a career that has grown even more appealing to me through my high school science courses and work experiences. I think beginning my post-secondary path with a meaningful travel experience, and then moving into a heavy academic program will prove to be a combination that will allow me to learn and grow to my full scholastic potential. Plans can change quickly, and where I end up in ten years could very well be a completely different place than where I thought I would be; but having setting and striving for high goals will never be a pointless endeavour. I have really enjoyed growing up in the tight little community of Port Clements. I know I'll always be able to come back here and feel at home. This bursary offered by the village is a great way to give this town's students a kick off for their future, post-secondary pursuits; I hope it will continue to aid many students in future years.

Thank you for the opportunity to apply for this financial award!

Sincerely,

Reina Fennell

Date: \_\_\_\_\_  
July 15, 2014

C-3



## Haida Gwaii Forest Products Joint Venture

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PO Box 199  
Port Clements, BC  
V0T 1R0

Ph: 250 557 4201  
Fax: 250 557 4590  
email: [abfam@qcislands.net](mailto:abfam@qcislands.net)

July 30, 2014

Application File #: 107002

Village of Port Clements  
Box 198  
Port Clements, BC  
V0T 1R0

**RE: Application Pursuant to the *Environmental Management Act* on  
behalf of Haida Gwaii Forest Products, dated July 30, 2014**

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We enclose, for your information, a copy of the above referenced application for a **Permit** under the provisions of the *Environmental Management Act*.

It is our intention to complete the consultation process for this application as expeditiously as possible. Accordingly, if you wish to comment or make recommendations with respect to this application, you are requested to do so within 30 days of the date of this letter. Please forward a copy of all correspondence to the Manager, Environmental Protection, Ministry of Environment at Coast Region, Regional Operations, Environmental Protection Division, ministry of Environment, 2080A Labieux Rd, Nanaimo, BC, V9T 6J9.

Our staff contact for this particular application is Dan Abbott at 250 557 4201. Should you require additional time it will be necessary for you to contact us at the above noted address or telephone number. Additional time may be given if the circumstances warrant it.

Yours truly,

Dan Abbott



## Haida Gwaii Forest Products Joint Venture

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PO Box 199  
Port Clements, BC  
V0T 1R0

Ph: 250 557 4201  
Fax: 250 557 4590  
email: [abfam@qcislands.net](mailto:abfam@qcislands.net)

### APPLICATION NO. 107002 ENVIRONMENTAL PROTECTION NOTICE

Application for a Permit Under The Provisions of the *Environmental Management Act*

We, Haida Gwaii Forest Products, Box 199, Port Clements, BC, V0T 1R0, intend to submit this application to the Director to authorize the discharge of air emissions from a Briquette Production Facility. The sources of discharge are a hogged wood dryer, a wood fired hot water boiler and 2 lumber dry kilns.

The land upon which the briquette facility will be situated and the discharge will occur is PRP41418, District Lot 997 Lot A, located at 110 Industrial Park Road within the Municipality of Port Clements BC. The land where the existing wood fired hot water boiler and the two dry kilns are situated and the discharge occurs is 130 Industrial Park Road within the Municipality of Port Clements.

The wood briquette facility will produce 2 metric tons per hour of briquettes and will operate 24 hours a day, 7 days a week. The maximum air discharges are:

- (1) Combined wood gasifier and wood dryer exhaust through a 20 m high stack @134 m<sup>3</sup>/min airflow rate and total particulate matter (TPM) of 115 mg/m<sup>3</sup>.
- (2) Hammer mill exhaust through the same 20m high stack @ 46.7 m<sup>3</sup>/min airflow rate and TPM of 20 mg/m<sup>3</sup>.
- (3) Existing Talbot biomass boiler flue gas through a 9.1 m high stack @ 22 m<sup>3</sup>/min airflow rate and TPM of 150 mg/m<sup>3</sup>.
- (4) Emergency bypass stack for emergency shutdown of the wood gasifier and dryer.
- (5) Two lumber dry kilns of 25,000 bfm each.

The wood briquette plant, biomass boiler and two lumber dry kilns will have the typical emission characteristics of wood pellet plant, biomass boiler and lumber dry kiln, respectively. The types of treatment include: multi-cyclones, wet scrubber and stack for the wood gasifier and dryer, cyclone with baghouse for the hammer mill discharging to 20m stack, and a cyclone for existing Talbot biomass boiler.

Any person who may be adversely affected by the proposed air emissions discharge of waste and wishes to provide relevant information may, within 30 days after the last date of posting, publishing, service or display, send written comments to the applicant, with a copy to the Regional Director, Environmental Protection at Coast Region, Regional Operations, Environmental Protection Division, Ministry of Environment, 2080A Labieux Rd, Nanaimo, BC, V9T 6J9. The identity of any respondents and the contents of anything submitted in relation to this application will become part of the public record.

Dated this 29<sup>th</sup> day of July, 2014.

Contact Person: Dan Abbott

Telephone No. 250 557 4201



Edge of The World Music Festival  
On Haida Gwaii  
Box 812, QCC, BC, VoT iSo  
[www.edgefestival.com](http://www.edgefestival.com)

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Friday, August 15, 2014

Port Clements Village Council,

I am writing on behalf of the Edge of the World Music Festival on Haida Gwaii which, as you know, puts on a three day festival in Tlell every year. This festival is entirely volunteer driven and relies heavily on the support of local individuals, businesses, and village councils. Our budget is incredibly small considering the calibre of musical talent we present, and the infrastructure we put together for the show.

It was with much surprise that we were told that the rental of the tables and chairs from the Village of Port Clements would be costing us upwards of \$1000 this year. The previous year saw a cost of only \$130. It is our understanding that this increase is because the council is now following pre-existing policy. While we understand that it is important to have such a policy for private events, it would be the hope of the EOTW Directorate that the festival be considered in a different light.

We would be grateful if the Council would recognize that there is a significant amount of economic spin-off associated with the festival that benefits the Village of Port Clements directly. We would also be grateful if the Village Council would consider being a sponsor of the festival and waive the usual rental fee. We would be pleased to pay a significantly reduced rental fee, more in line with last year's cost, as well as a damage deposit. This would bring The Village of Port Clements in line with the agreement we have with the Village of Queen Charlotte for the use of the pop up tents.

Respectfully,

Sincerely,

Janet Rigg, Festival Director

Additional information regarding the Edge of the World Music Festival request:

In 2013 they rented 12 tables for 5 days – charged \$120.00 plus \$150.00 damage deposit

In 2014 they rented 13 tables and 65 chairs for 4 days (but they actually kept the tables and chairs for 5 days) – charged \$1040.00 and waived the damage deposit.

Our policy states \$10/table/day and \$2/chair/day. However in 2013 an error was made and they were charged \$2/table/day

If we gave them the same rate that we used in 2013 their bill would have been:

$(13 \times 2 \times 5) + (65 \times 2 \times 5) = \$750.00$  instead of \$1040.00 as billed.





The Village of  
**PORT CLEMENTS**  
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FAX :250-557-4568  
Email : office@portclements.ca  
Web : www.portclements.ca

**Table and Chair Rental Agreement**

\_\_\_\_\_  
*Name of Organization/individual renting tables and/or chairs*

\_\_\_\_\_  
*Mailing Address*

Contact phone number: \_\_\_\_\_ Dates required (from – to): \_\_\_\_\_

Type of Function: \_\_\_\_\_

Number of Tables: \_\_\_\_\_ Number of Chairs: \_\_\_\_\_

Damage Deposit Fees: \$10/table, \$2/chair

Deposit Received: \$ \_\_\_\_\_

Damage Deposit will be reimbursed upon return of all tables and/or chairs in the same condition as they went out in.

Rental Fees: \$2.00/chair/day, \$10/table/day

Total Rental Fee: \$ \_\_\_\_\_

I hereby agree to hold harmless and indemnify the Village of Port Clements and its Elected Officials, including Officers, Employees and Representatives from any and all liability for any damage to property, or personal injury to any person resulting from the use of the tables and/or chairs.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Witness Signature

## Kim Mushynsky

---

**From:** Norman Ian Gould <kgr@qcislands.net>  
**Sent:** August-21-14 11:56 AM  
**To:** cao@portclements.ca  
**Subject:** Fwd: Haida Gwaii Working Group

Begin forwarded message:

**From:** Norman Ian Gould <kgr@qcislands.net>  
**Date:** August 21, 2014 11:54:45 AM PDT  
**To:** "Kotani, Nancy" <nkotani@cw.bc.ca>  
**Subject:** Re: Haida Gwaii Working Group

Yes, we lost Wally yesterday. He was a wonderful man who had the right reasons for serving the people.

We will hold a council meeting on Monday night and this will be added to the agenda. There are several people in the community who would have lots to offer and we will forward a name to you (hopefully) next week.

Ian

On 2014-08-21, at 10:10 AM, Kotani, Nancy wrote:

Dear Ian

My sincere condolences at the recent loss of your Mayor. I am sure that this has had a tremendous impact on the community, and perhaps makes the reason for my email all the more germane.

My name is Nancy Kotani and I am facilitating a Working Group established by the BCEHS. We have been given the task to review the current state and to develop a prioritized response plan focused on what can be done in the immediate and longer term to improve access to ambulance and paramedical services in Haida Gwaii. Our work will also help to inform a provincial plan to address service model improvement in Northern and other remote communities in BC.

Our work will be time limited and very focused. We have scheduled a full day planning session in Haida Gwaii in for September 16<sup>th</sup>. Following the planning day, we will schedule tele or video conferences to monitor and update on the status of the action plan. I anticipate that our work will be completed by early October, after which the plan will be integrated into operational delivery.

A key aspect of the Working Group is to ensure that we all play our part to communicate with our constituencies and to harness the collective wisdom of all stakeholders to identify solutions and to problem solve issues that may stand in the way of implementation and change.

I am writing to you to ask your help in naming a representative from the Village of Port Clements to serve on the Working Group.

I have included the names of the members who have already been identified.

I am away the last week of August and not within cell or internet range, but if you contact Jami Chretien who is helping to coordinate the Working Group with the name of your representative, Jami will make sure that they receive the materials for the upcoming meeting.

Thanks again for your assistance

I look forward to working with you on this important initiative.

Regards

Nancy Kotani

Facilitator

Haida Gwaii Working Group

BCEHS

| <b>Name</b>            | <b>Title</b>                    | <b>Organization</b>            |
|------------------------|---------------------------------|--------------------------------|
| Nancy Kotani           | Chairperson                     | PHSA                           |
| Blaine Wiggins         | Superintendent Chilcotin Robson | BCEHS                          |
| Norene Parke           | Superintendent Skeena           | BCEHS                          |
| Janet Gray/Rick Loucks | Unit Chief QC                   | BCEHS                          |
| Rick Mowles            | Area Director                   | BCEHS                          |
| Peter Weeber           | Chief Administrative Officer    | Queen Charlotte City           |
| Dr. Tracy Morton       | Physician                       | NHA                            |
| Sheila Gordon Payne    | Health Service Administrator    | NHA                            |
| John Short             | Haida Gwaii Site Manager        | NHA                            |
|                        |                                 |                                |
| Kyle Marshall          | A/Fire Chief Skidegate          | Fire and BCEHS                 |
|                        |                                 | Skidegate Band Council         |
| Peter White            | Fire Chief                      | Old Masset Fire Department     |
| Bill Reiger            |                                 | Sandspit Coast Guard           |
| Susan Pickrell         |                                 | Rescue Centre                  |
| Sherman Hillier        | Regional VP                     | Ambulance and Paramedics Union |

Nancy N. Kotani

mobile 604.202.4959 [nkotani@phsa.ca](mailto:nkotani@phsa.ca)

## VILLAGE OF PORT CLEMENTS

### BYLAW No. 412, 2014 Water Frontage Tax bylaw

**WHEREAS** The Council of the Village of Port Clements is empowered by the *Community Charter* to impose and levy a frontage tax to meet the cost of works and services that benefit the land within the municipality

**AND WHEREAS** the amount required to be raised annually to service the water system under this bylaw is \$52,050.00 (fifty two thousand and fifty dollars).

**AND WHEREAS** according to the water frontage tax assessment roll, the total taxable foot-frontage is 24,281 feet (twenty four thousand two hundred and eighty one feet) or 7,400 meters (seven thousand four hundred meters)

**NOW THEREFORE** The Village of Port Clements Council in open meeting assembled enacts as follows:

1. In this bylaw, unless context otherwise requires,

**“Actual frontage”** means the number of feet/meters of a parcel of land which actually abuts the water line or highway;

**“Collector”** means the Municipal Clerk/Treasurer

**“Taxable Frontage”** means the actual frontage or where applicable the number of feet/ meters of a parcel of land deemed to abut on the water line or highway, and in respect of which parcel the frontage tax is levied for;

**“Total actual frontage”** Means the sum of the actual frontage in feet/meters for each parcel of property;

**“Total taxable frontage”** Means the sum of the frontage in feet/meters of the parcels of land that are deemed to abut the water line or highway.

2. A tax shall be and is hereby imposed upon the owners of land or real property within the Village of Port Clements which is capable of being connected with such water main from January 1, 2015 to December 31, 2029 or until amended or repealed; the aforesaid tax to be hereinafter referred to as “frontage tax”
3.
  - 1) the frontage tax shall be levied in each year on each parcel of land aforementioned and the amount hereof, except as otherwise provided in this bylaw, will be the product of the taxable frontage and the annual rate.
  - 2) The annual rate shall be \$2.15 (two dollars and fifteen cents) per foot

4. For the purpose of this, the following calculations have been made from a study of land within the municipality.
  - a) The total actual frontage is 24,281 feet or 7400 meters
  - b) The total taxable frontage is 24,281 feet or 7400 meters
  - c) The sum required to be raised annually is the amount provided by multiplying the total taxable frontage time the annual rate.
5. The frontage tax shall be imposed annually as long as the municipality operates and maintains the water system.
6. For the purpose of this bylaw a regularly shaped parcel of land is rectangular.
7. (1) to place the frontage tax on fair and equitable basis the taxable frontage of the following parcels of land shall be the number of feet measured by the assessor.
  - a) A triangular or irregularity shaped parcel of land; or
  - b) A parcel of land wholly unfit for building purposes: or
  - c) A parcel of land which does not abut on the work but is nevertheless deemed to abut on the work, as the case may be.
8. Bylaw No. 371, 2009 is repealed effective December 31, 2014 and Bylaw 412, 2014 comes into effect January 1, 2015.
10. This bylaw may be cited as "Water Frontage Tax bylaw No. 412, 2014"

READ A FIRST TIME THIS                      DAY OF                      , 2014.

READ A SECOND TIME THIS                      DAY OF                      , 2014.

READ A THIRD TIME THIS                      DAY OF                      , 2014.

RECONSIDERED AND FINALLY ADOPTED THIS      DAY OF                      , 2014.

\_\_\_\_\_  
Wally Cheer,  
MAYOR

\_\_\_\_\_  
Kim Mushynsky,  
CHIEF ADMINISTRATIVE OFFICER

\_\_\_\_\_  
CERTIFIED TO BE A TRUE COPY  
VILLAGE OF PORT CLEMENTS  
Water Frontage Bylaw No. 412

## **VILLAGE OF PORT CLEMENTS**

### **BYLAW #418, 2014**

#### **A Bylaw to provide for the remuneration for the Council of the Village of Port Clements.**

WHEREAS Section 12 of the Community Charter authorizes the Council to establish any terms and conditions it considers appropriate;

AND WHEREAS Council considers it appropriate to establish remuneration and expenditures for Council in the exercise of their duties on behalf of Council;

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

1. There shall be paid out of annual revenues an annual remuneration to the Mayor in the amount of Five thousand dollars (\$5,000.00) and to Councillors in the amount of Three thousand dollars (\$3,000.00). One third of this remuneration is an allowance for expenses incidental to the discharge of the duties of office (other than actual expense claims submitted by Council members).
2. Remuneration identified in item #1 is to be paid on a quarterly basis being the end of March, June, September and December.
3. Notwithstanding the foregoing, a financial penalty equal to fifty percent (50%) of a quarterly payment shall be deducted from his/her remuneration each time a member misses more than two meetings in a three month period without Council approval. Absences from meetings at which a Council member is the Council Representative will count for purposes of determining the number of meetings missed.
4. Where authorized attendance at meetings or conferences causes loss of wages, each Councillor is entitled to be compensated to a maximum of One thousand dollars (\$1,000.00) per annum upon submission of documented evidence.
5. In recognition of the importance of electronic communication capabilities for Council members, Mayor and Council will receive \$500 per annum for the purchase, maintenance and connectivity fees related to laptop/computer/ipad or other electronic communication device.
6. This Bylaw shall come into effect January 1, 2015.
7. Bylaw #301, 1999 is hereby rescinded.
8. This Bylaw shall be cited as "Council Remuneration Bylaw #418, 2014".

READ A FIRST TIME THIS Day of , 2014.

READ A SECOND TIME THIS Day of , 2014.

READ A THIRD TIME THIS Day of , 2014.

RECONSIDERED AND FINALLY ADOPTED THIS \_\_\_Day of , 2014.

\_\_\_\_\_  
WALLY CHEER  
MAYOR

\_\_\_\_\_  
KIM MUSHYNSKY  
ADMINISTRATOR

\_\_\_\_\_  
CERTIFIED A TRUE COPY OF VILLAGE OF  
Council Remuneration Bylaw No. 418, 2014".

# VILLAGE OF PORT CLEMENTS

## Cheque Listing For Council

2014-Aug-11  
1:21:57PM

| Cheque # | Cheque Date | Vendor Name                   | General Ledger   | Invoice #  | Invoice Description  | Invoice Amount                  | Cheque Amount |
|----------|-------------|-------------------------------|--|--|--|---------------------------------|---------------|
| 140324   | 2014-07-23  | Budgies Backpackers & Sight   | 10-2-72-50-10  | Fam & NavyTou  | PAYMENT<br>KAYAK TRIPS   | 600.00                          | 600.00        |
| 140333   | 2014-07-23  | L.N.R. EXCAVATING             | 10-1-59-90-20  | Berthage   | PAYMENT<br>REFUND APR+MAY BERTHAGE   | 732.00                          | 732.00        |
| 140325   | 2014-07-23  | Lioudmila's Garden            | 10-2-71-89-10<br>10-2-71-89-10<br>10-2-71-89-10                  | 14<br>26<br>27   | PAYMENT<br>BLOOMIN PURCHASE-ANNE LOC<br>BLOOMIN PURCHASE - ANNE LC<br>BLOOMIN PURCHASE - LINDA G,  | 63.84<br>123.20<br>208.32       | 395.36        |
| 140326   | 2014-07-23  | North Arm Transportation Ltd. | 30-2-41-30-30  | SI034658   | PAYMENT<br>CHLORINE DELIVERY   | 242.26                          | 242.26        |
| 140327   | 2014-07-23  | PUROLATOR                     | 10-2-12-25-00  | 424557013  | PAYMENT<br>PLAQUE FROM ACHINBACK FOL   | 70.95                           | 70.95         |
| 140328   | 2014-07-23  | RECEIVER GENERAL - CCRJ       | 10-4-27-00-10  | July 2014  | PAYMENT<br>CCRA REMITTANCE JULY  | 4,723.13                        | 4,723.13      |
| 140329   | 2014-07-23  | SKIDEGATE INLET CONSTR        | 10-2-32-31-00<br>10-2-32-37-10                                   | 4008<br>4008   | PAYMENT<br>3/4 CRUSHED ROCK 2ND DELIVE<br>3/4 CRUSHED ROCK 2ND DELIVE                              | 320.00<br>320.00                | 640.00        |
| 140330   | 2014-07-23  | Stewart, McDannold, Stuart    | 10-2-12-10-50<br>10-3-22-00-00                                   | 67499<br>67499   | PAYMENT<br>SEWER STAT RIGHT OF WAY<br>GST  | 521.83<br>21.63                 | 543.46        |
| 140331   | 2014-07-23  | VANCOUVER ISLAND REGIC        | 10-2-84-20-00  | 3rd QtrLvy2014   | PAYMENT<br>3RD QTR LEVY 2014   | 3,378.00                        | 3,378.00      |
| 140332   | 2014-07-23  | XEROX CANADA LTD.             | 10-2-12-11-30  | L11602637  | PAYMENT<br>LEASE PYMT 11 OF 20   | 483.59                          | 483.59        |
| 140334   | 2014-08-06  | BIG RED                       | 10-2-71-21-15  | 14058  | PAYMENT<br>WEEKLY CONTAINER SERVICE  | 253.58                          | 253.58        |
| 140335   | 2014-08-06  | CERTIFIED FOLDER DISPLA       | 10-2-72-50-10  | 13-0016350   | PAYMENT<br>BCF DISTRIBUTION RENEWAL A  | 553.51                          | 553.51        |
| 140336   | 2014-08-06  | ClearTech industries Inc.     | 30-2-41-30-30<br>10-3-22-00-00                                   | 582218 SJC<br>582218 SJC   | PAYMENT<br>CHLORTABS HTH + TRISODIUM<br>GST  | 4,023.55<br>188.02              | 4,211.57      |
| 140337   | 2014-08-06  | MUNICIPAL INFORMATION S       | 10-2-12-11-20  | 20140196   | PAYMENT<br>FINANCE SOFTWARE SUPPORT  | 294.11                          | 294.11        |
| 140338   | 2014-08-06  | O'BRIEN & FUERST LOGGIN       | 10-2-71-89-10  | 9528   | PAYMENT<br>5 YDS SOIL AMENDER  | 399.00                          | 399.00        |
| 140339   | 2014-08-06  | OBSERVER PUBLISHING CC        | 10-2-12-11-50<br>10-2-12-11-50                                   | 17312<br>17326   | PAYMENT<br>DERELICT BLDG + JANITORIAL /<br>LAND ACT AD   | 231.00<br>208.95                | 439.95        |
| 140340   | 2014-08-06  | O'Hara, P. ENG., Brian        | 10-2-12-25-00  | Pavilion   | PAYMENT<br>DESIGN SERVICES CENTENNIAL  | 500.00                          | 500.00        |
| 140341   | 2014-08-06  | Stupka, Christina             | 10-2-71-89-30  | Park July 28   | PAYMENT<br>PARK ATTENDANT  | 200.00                          | 200.00        |
| 140342   | 2014-08-06  | Thwaites, Carey               | 10-2-31-00-00<br>10-3-22-00-00<br>30-2-41-30-20<br>40-2-42-90-20 | WorkRainPants<br>WorkRainPants<br>WorkRainPants<br>WorkRainPants | PAYMENT<br>WORK RAIN PANTS PURCHASE<br>GST<br>WORK RAIN PANTS PURCHASE<br>WORK RAIN PANTS PURCHASE | 30.00<br>3.50<br>30.00<br>14.89 | 78.39         |
| 140343   | 2014-08-06  | WEIGUM, SHIRLEY               | 10-2-12-14-10<br>10-2-71-21-11                                   | 23<br>23   | PAYMENT<br>JULY CONTRACT + GYMNASIUM<br>JULY CONTRACT + GYMNASIUM                                  | 537.60<br>281.60                | 1,280.00      |



# VILLAGE OF PORT CLEMENTS

## Cheque Listing For Council

2014-Aug-11  
1:21:57PM

| Cheque   |            | Vendor Name                | General Ledger   | Invoice #  | Invoice Description   | Invoice Amount  | Cheque Amount |
|----------|------------|----------------------------|--|--|---|---|---------------|
| Cheque # | Date       |                            |  |  |   |   |               |
| 140343   | 2014-08-06 | WEIGUM, SHIRLEY            | 10-2-71-21-20<br>10-2-71-89-00   | 23<br>23   | JULY CONTRACT + GYMNASIUM<br>JULY CONTRACT + GYMNASIUM  | 294.40<br>166.40  | 1,280.00      |
| 140344   | 2014-08-06 | WUNDERLIN Consulting, Bioe | 11-3-53-20-00  | 14003  | PAYMENT<br>BIOMASS DISTRICT HEATING QU  | 1,260.00  | 1,260.00      |
| 140352   | 2014-07-16 | BC HYDRO                   | 40-2-42-90-40<br>10-2-34-00-40<br>10-2-24-70-10<br>10-2-19-00-00<br>10-2-34-00-15<br>10-2-32-50-00<br>30-2-41-50-00<br>10-3-22-00-00   | May 2014<br>May 2014<br>May 2014<br>May 2014<br>May 2014<br>May 2014<br>May 2014<br>May 2014   | PAYMENT<br>sewer utilities<br>small craft harbour<br>firehall<br>trailer utilities<br>government dock<br>street lights<br>pumphouse<br>GST  | 218.72<br>1,998.23<br>460.49<br>134.29<br>43.68<br>1,197.81<br>1,949.09<br>280.47   | 6,282.78      |
| 140353   | 2014-07-16 | CIBC VISA                  | 40-2-42-10-10<br>30-2-41-90-20<br>10-2-12-10-25<br>10-2-12-11-30<br>10-2-12-11-60<br>40-2-42-10-10<br>30-2-41-90-20<br>10-3-22-00-00<br>11-3-53-30-10<br>11-3-53-30-10<br>10-2-52-00-00<br>11-3-53-30-10<br>10-2-52-00-00<br>10-2-11-10-20<br>10-2-24-90-10<br>10-2-75-00-00 | May 2014<br>May 2014<br>May 2014<br>May 2014<br>May 2014<br>May 2014<br>May 2014<br>May 2014<br>May 2014<br>May 2014<br>May 2014<br>May 2014<br>May 2014<br>May 2014<br>May 2014<br>May 2014 | PAYMENT<br>EOCP Dues 2014<br>EOCP Dues 2014<br>MATI - Hotel<br>Basecamp<br>postage<br>EOCP - exam<br>EOCP - exam<br>GST<br>Home Dep: hammer drill+12" Slidin<br>Home Depot-Steel Flex Rake<br>Del: hammer drill+flooring<br>Del: hammer drill+flooring<br>Home Dep: flooring<br>UBCM Air Canada<br>HDEpot Shipping-weightrm<br>Home Depot-RecComm | 70.00<br>70.00<br>1,123.19<br>22.39<br>242.25<br>62.50<br>62.50<br>350.49<br>645.21<br>192.17<br>838.72<br>209.69<br>2,326.18<br>730.25<br>825.59<br>105.93 | 7,877.06      |
| 140354   | 2014-07-16 | MasterCard, CUETS FINANCI  | 10-2-12-25-00<br>10-2-75-00-00<br>10-2-12-11-00<br>10-2-24-70-20<br>10-2-32-31-00<br>40-2-42-90-50<br>10-2-12-99-60<br>30-2-41-30-40<br>40-2-42-90-70<br>10-3-73-90-00<br>10-2-12-25-00<br>10-3-22-00-00<br>10-4-12-90-00<br>10-4-12-90-00                                   | May 2014<br>May 2014<br>May 2014<br>May 2014<br>May 2014<br>May 2014<br>May 2014<br>May 2014<br>May 2014<br>May 2014<br>May 2014<br>May 2014<br>May 2014<br>May 2014                         | PAYMENT<br>Ripple FX - water purchase<br>projector bulb<br>card-Joan Ann Allen<br>FDept-ICBC<br>PWks-ICBC<br>Generator-ICBC<br>Truck+Van-ICBC<br>Truck+Van-ICBC<br>Truck+Van-ICBC<br>ICBC to Apr 2015<br>Time Capsule<br>GST<br>? Pacific Environmental<br>? FedEx  | 1,440.00<br>174.93<br>2.25<br>2,201.64<br>238.96<br>81.22<br>712.45<br>237.48<br>237.48<br>1,816.77<br>605.98<br>4.32<br>73.50<br>25.62                     | 7,852.60      |
| 140355   | 2014-07-16 | TELUS COMMUNICATIONS I     | 10-2-71-21-15<br>40-2-42-90-40<br>30-2-41-50-00<br>10-2-24-70-10<br>10-3-22-00-00  | May 2014<br>May 2014<br>May 2014<br>May 2014<br>May 2014   | PAYMENT<br>MPBC utilities<br>Sewer<br>Water<br>Firehall<br>GST  | 612.14<br>74.92<br>249.23<br>622.29<br>72.91  | 1,631.49      |
| 140356   | 2014-07-23 | BC HYDRO                   | 40-2-42-90-40<br>10-2-71-89-30<br>10-2-32-50-00<br>10-3-22-00-00   | June 2014<br>June 2014<br>June 2014<br>June 2014   | PAYMENT<br>Sewer<br>Sunset Park<br>Street Lights<br>GST   | 1,033.73<br>33.38<br>1,197.81<br>105.95   | 2,370.87      |
| 140357   | 2014-07-23 | CIBC VISA                  | 30-2-41-30-00<br>40-2-42-30-00   | June 2014<br>June 2014   | PAYMENT<br>UBC room-Conference<br>UBC room-Conference   | 445.44<br>445.44  | 2,939.91      |

# VILLAGE OF PORT CLEMENTS

## Cheque Listing For Council

2014-Aug-11  
1:21:57PM

| Cheque # | Cheque Date | Vendor Name                   | General Ledger | Invoice #  | Invoice Description                | Invoice Amount | Cheque Amount |           |                            |        |          |
|----------|-------------|-------------------------------|----------------|------------|------------------------------------|----------------|---------------|-----------|----------------------------|--------|----------|
| 140357   | 2014-07-23  | CIBC VISA                     | 10-2-24-90-10  | June 2014  | paint supplies                     | 538.77         | 2,939.91      |           |                            |        |          |
|          |             |                               | 10-2-32-31-00  | June 2014  | paint supplies                     | 89.80          |               |           |                            |        |          |
|          |             |                               | 10-2-34-00-20  | June 2014  | paint supplies                     | 89.80          |               |           |                            |        |          |
|          |             |                               | 10-2-52-00-00  | June 2014  | paint supplies                     | 359.18         |               |           |                            |        |          |
|          |             |                               | 10-2-72-50-00  | June 2014  | paint supplies                     | 179.60         |               |           |                            |        |          |
|          |             |                               | 10-2-71-89-00  | June 2014  | paint supplies                     | 179.60         |               |           |                            |        |          |
|          |             |                               | 10-2-24-70-00  | June 2014  | paint supplies                     | 269.38         |               |           |                            |        |          |
|          |             |                               | 10-2-12-11-30  | June 2014  | BaseCamp                           | 22.35          |               |           |                            |        |          |
|          |             |                               | 10-2-12-25-00  | June 2014  | float fringe                       | 99.60          |               |           |                            |        |          |
|          |             |                               | 10-3-22-00-00  | June 2014  | GST                                | 131.15         |               |           |                            |        |          |
|          |             |                               | 10-2-75-00-00  | June 2014  | paint supplies                     | 89.80          |               |           |                            |        |          |
|          |             |                               | 140358         | 2014-07-23 | MasterCard, CUETS FINANCI          |                |               |           | PAYMENT                    |        | 6,768.25 |
|          |             |                               |                |            |                                    | 10-2-12-25-00  |               | June 2014 | GiftBags-Canada Day parade | 391.87 |          |
|          |             |                               | 10-2-12-11-00  | June 2014  | 10 Ft Gold Ribbon-Trail re-opening | 18.71          |               |           |                            |        |          |
|          |             |                               | 10-2-25-00-00  | June 2014  | Food-Emerge Plan Mtg               | 89.88          |               |           |                            |        |          |
|          |             |                               | 10-2-24-90-10  | June 2014  | Weights+FitnessEquipment           | 5,473.94       |               |           |                            |        |          |
|          |             |                               | 10-2-12-11-60  | June 2014  | Postage roll-300                   | 244.05         |               |           |                            |        |          |
|          |             |                               | 10-2-12-13-00  | June 2014  | 2014 ElectionsManual               | 262.50         |               |           |                            |        |          |
|          |             |                               | 10-3-22-00-00  | June 2014  | GST                                | 287.30         |               |           |                            |        |          |
| 140359   | 2014-07-23  | TELUS COMMUNICATIONS I        |                |            | PAYMENT                            |                | 1,700.92      |           |                            |        |          |
|          |             |                               | 10-2-71-21-15  | June 2014  | MPBC Utilities                     | 612.24         |               |           |                            |        |          |
|          |             |                               | 40-2-42-90-40  | June 2014  | Sewer                              | 74.93          |               |           |                            |        |          |
|          |             |                               | 30-2-41-50-00  | June 2014  | Water                              | 252.43         |               |           |                            |        |          |
|          |             |                               | 10-2-24-70-10  | June 2014  | fireHall                           | 685.31         |               |           |                            |        |          |
|          |             |                               | 10-3-22-00-00  | June 2014  | GST                                | 76.01          |               |           |                            |        |          |
| 140360   | 2014-08-05  | BC HYDRO                      |                |            | PAYMENT                            |                | 4,163.46      |           |                            |        |          |
|          |             |                               | 40-2-42-90-40  | July, 2014 | sewer                              | 189.70         |               |           |                            |        |          |
|          |             |                               | 10-2-34-00-40  | July, 2014 | SCH                                | 467.79         |               |           |                            |        |          |
|          |             |                               | 10-2-24-70-10  | July, 2014 | FireHall                           | 365.81         |               |           |                            |        |          |
|          |             |                               | 10-2-19-00-00  | July, 2014 | Trailer                            | 87.45          |               |           |                            |        |          |
|          |             |                               | 10-2-34-00-15  | July, 2014 | wharf                              | 86.32          |               |           |                            |        |          |
|          |             |                               | 10-2-32-50-00  | July, 2014 | Street Lighting                    | 1,197.81       |               |           |                            |        |          |
|          |             |                               | 30-2-41-50-00  | July, 2014 | Pumphouse                          | 1,582.70       |               |           |                            |        |          |
|          |             |                               | 10-3-22-00-00  | July, 2014 | GST                                | 185.88         |               |           |                            |        |          |
| 140361   | 2014-08-05  | CIBC VISA                     |                |            | PAYMENT                            |                | 1,820.91      |           |                            |        |          |
|          |             |                               | 30-2-41-40-00  | July 2014  | Always On GES-202N                 | 1,416.68       |               |           |                            |        |          |
|          |             |                               | 30-2-41-20-00  | July 2014  | Inland Air delivery                | 22.00          |               |           |                            |        |          |
|          |             |                               | 10-2-72-50-10  | July 2014  | Lunch for volunteers-Navy visit    | 226.96         |               |           |                            |        |          |
|          |             |                               | 10-2-12-11-30  | July 2014  | McAfee Internet Security Suite     | 87.70          |               |           |                            |        |          |
|          |             |                               | 10-2-12-11-60  | July 2014  | postage roll 300                   | 242.25         |               |           |                            |        |          |
|          |             |                               | 10-2-12-11-30  | July 2014  | Basecamp                           | 22.02          |               |           |                            |        |          |
|          |             |                               | 10-2-75-00-00  | July 2014  | Scoreboard Lettering               | 22.00          |               |           |                            |        |          |
|          |             |                               | 10-2-32-90-00  | July 2014  | Mower Blades                       | 151.31         |               |           |                            |        |          |
|          |             |                               | 10-3-22-00-00  | July 2014  | GST                                | 87.69          |               |           |                            |        |          |
|          |             |                               | 10-2-11-10-20  | July 2014  | PanPacificWhistler UBCM refund     | (457.70)       |               |           |                            |        |          |
| 140362   | 2014-08-11  | AARON-MARK SERVICES LT        |                |            | PAYMENT                            |                | 235.01        |           |                            |        |          |
|          |             |                               | 10-3-22-00-00  | 2048429    | GST                                | 5.00           |               |           |                            |        |          |
|          |             |                               | 10-2-52-00-00  | 2048429    | FLASHING 10 FT                     | 80.25          |               |           |                            |        |          |
|          |             |                               | 10-2-72-50-00  | 2048429    | FLASHING 10 FT                     | 26.75          |               |           |                            |        |          |
|          |             |                               | 10-2-72-50-00  | 2048440    | SCREW WOOD/CEDAR SHIMS/M           | 9.18           |               |           |                            |        |          |
|          |             |                               | 10-3-22-00-00  | 2048440    | GST                                | 1.72           |               |           |                            |        |          |
|          |             |                               | 10-2-52-00-00  | 2048440    | SCREW WOOD/CEDAR SHIMS/M           | 27.57          |               |           |                            |        |          |
|          |             |                               | 10-2-71-89-20  | 2049054    | AC EXT ST SOLID BASE 2 X 3.79I     | 80.77          |               |           |                            |        |          |
|          |             |                               | 10-3-22-00-00  | 2049054    | GST                                | 3.77           |               |           |                            |        |          |
| 140363   | 2014-08-11  | BLUE CROSS                    |                |            | PAYMENT                            |                | 1,315.05      |           |                            |        |          |
|          |             |                               | 10-4-27-00-30  | 189973     | AUGUST BENEFIT PREMIUM             | 1,315.05       |               |           |                            |        |          |
| 140364   | 2014-08-11  | Haida Gwaii Forest Products C |                |            | PAYMENT                            |                | 78.62         |           |                            |        |          |
|          |             |                               | 10-2-72-50-00  | 0790       | RC BEVEL SELECT + RC CHANN         | 131.72         |               |           |                            |        |          |
|          |             |                               | 10-2-52-00-00  | 0790       | RC BEVEL SELECT + RC CHANN         | 395.18         |               |           |                            |        |          |

# VILLAGE OF PORT CLEMENTS

## Cheque Listing For Council

2014-Aug-11  
1:21:57PM

| Cheque   |            | Vendor Name                   | General Ledger                                  | Invoice #              | Invoice Description                          | Invoice Amount               | Cheque Amount |
|----------|------------|-------------------------------|---|------------------------|--|------------------------------|---------------|
| Cheque # | Date       |                               |   |                        |  |                              |               |
| 140364   | 2014-08-11 | Haida Gwaii Forest Products C | 10-3-22-00-00<br>10-2-72-50-00<br>10-2-52-00-00 | 0790<br>0790<br>0790   | GST<br>Credit RC T & G<br>Credit RC T & G    | 3.51<br>(112.95)<br>(338.84) | 78.62         |
| 140365   | 2014-08-11 | Northword                     | 10-2-72-50-10                                   | 20140224               | PAYMENT<br>SECOND AD 1/4 PAGE AUG-SEP'       | 467.25                       | 467.25        |
| 140366   | 2014-08-11 | PUROLATOR                     | 30-2-41-40-00                                   | 424765348              | PAYMENT<br>DELIVERY FROM BURKERT CON         | 51.84                        | 51.84         |
| 140367   | 2014-08-11 | Stupka, Christina             | 10-2-71-89-30                                   | Park Aug 11            | PAYMENT<br>SUNSET PARK ATTENDANT FEE         | 200.00                       | 200.00        |
| 140368   | 2014-08-11 | XEROX CANADA LTD.             | 10-2-12-11-30<br>10-3-22-00-00                  | G46337607<br>G46337607 | PAYMENT<br>USAGE FEES JUNE 30-JULY 31<br>GST | 51.39<br>2.40                | 53.79         |

**Total 67,088.67**

\*\*\* End of Report \*\*\*



The Village of  
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36 Cedar Avenue West  
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Public Works :250-557-4326  
FAX :250-557-4568  
Email : office@portclements.ca  
Web : www.portclements.ca

## REPORT TO COUNCIL

Author: Kim Mushynsky  
Date: August 7, 2014  
Re: **#6 Bayview Drive Demolition**

---

Background: The property located at #6 Bayview Drive was declared a nuisance at the May 20, 2014 Regular Council Meeting. Correspondence with the owner over the last two years has not resulted in any improvements being made to the property. The declaration called for the demolition and removal of the trailer from the property. Since no action has been taken by the owner a request for tenders was placed in the Observer for the removal of the trailer. 3 bids were received as follows:

Shorewood Forest \$4400.00 for demolition plus \$75/m<sup>3</sup> for removal of contaminated soil  
C&C Beachy Contracting \$5995.00 for demolition which includes 5m<sup>3</sup> of contaminated soil and a charge of \$35/m<sup>3</sup> for anything over 5m<sup>3</sup>  
Berg-Mac Industries \$5649.00 for demolition plus \$65/m<sup>3</sup> for removal of contaminated soil

To bring these all to a similar state I have configured them all to include 5m<sup>3</sup> of contaminated soil removal.

|            |           |
|------------|-----------|
| Shorewood  | \$4775.00 |
| Berg-Mac   | \$5974.00 |
| C&C Beachy | \$5995.00 |

For comparison purposes if we have 36m<sup>3</sup> of contaminated soil:

|            |           |
|------------|-----------|
| C&C Beachy | \$7080.00 |
| Shorewood  | \$7100.00 |
| Berg-Mac   | \$7989.00 |

Although Shorewood has the highest price per cubic meter for contaminated soil there would have to be in excess of 35m<sup>3</sup> of contaminated soil before the scenario changes. The estimate is less than 5m<sup>3</sup> of contaminated soil.

Recommendation: I recommend we accept Shorewood Forest Ltd.'s bid.

Respectfully submitted:

## Kim Mushynsky

---

**From:** Sharon Ferretti <deputy@portclements.ca>  
**Sent:** August-01-14 7:39 AM  
**To:** Kim Mushynsky  
**Subject:** FW: Quote

**From:** Dennis Baran [<mailto:dbaran@sd50.bc.ca>]  
**Sent:** July-31-14 9:36 PM  
**To:** [deputy@portclements.ca](mailto:deputy@portclements.ca)  
**Subject:** Quote

Shorewood Forest Ltd  
P.O. Box 742  
Queen Charlotte, BC  
Phone: [250-559-4458](tel:250-559-4458)  
Cell: [250-637-1183](tel:250-637-1183)  
Email: [vanheekderrick@gmail.com](mailto:vanheekderrick@gmail.com)

*Village of Port Clements  
36 Cedar Avenue West  
Port Clements, BC  
VOT 1R0*

July 31, 2014

Quote For Removal of Derelict Mobile Home on Bayview Street

Shorewood Forest will provide all the equipment, labour, and disposal of the trailer and cement pad to the Port Clements landfill for the cost of \$4400.00. If contaminant soils are found on the site I will discuss the cost of removing and disposing of the soil. Thank you.

Sincerely,

Derrick van Heek

Via phone Aug. 11, 2014 @ 9am confirmed \$75/m<sup>3</sup>  
for contaminated soil removal.

Received Aug. 1, 2014 @ 9 am.

**BERG-MAC INDUSTRIES LTD.**

**BOX 699, QUEEN CHARLOTTE, B.C.V0T 1S0**

**TELEPHONE: 250 559-2328 email: bergmacind@gmail.com**

**Business No.: 12698 6140 RT0001**

**Worker's Compensation # 346455**

**Commercial Insurance # KW6605**

July 31, 2014

**Village of Port Clements  
Box 198  
Port Clements, BC  
V0T 1R0**

**QUOTE: Derelict Mobile Home located at #6 Bayview Drive**

- Price to remove the mobile home and any garbage from the property \$ 5649<sup>00</sup>
- Price to remove soil from around the oil tank and level the soil where work has been completed \$ 65 per M3

**TOTAL: \$ 5649<sup>00</sup> + GST**

Received Aug. 1, 2014 @ 11:30am

JULY 30/2014

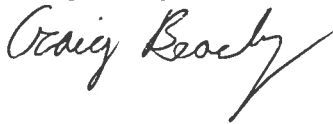
C. and C. Beachy Contracting Ltd.  
274 Bayview Drive  
Clements B.C.

To Village of Port Clements  
box 198  
Port Clements B.C.  
V0T 1R0

Price to Demolish and remove trailer garbage and soil from around fuel tank lot #6 Bayview Drive . I will remove up to 5 cubic meters of soil from around the fuel tank. If the soil removal is more extensive it will be at an extra cost. All demolition materials will be taken to the Regional District Landfill.

**Price : \$5995.00 + GST**

Craig Beachy



via email Aug. 7, 2014 confirmed \$35/m<sup>3</sup> for  
contaminated soil removal in excess of 5m<sup>3</sup>

Received July 31, 2014 @ 10am.

## Kim Mushynsky

---

**From:** Colleen Beachy <ccbeachy@gmail.com>  
**Sent:** August-07-14 8:22 AM  
**To:** Kim Mushynsky  
**Subject:** Re: tender

Hello Kim,

Price per cubic meter to remove contaminated soil if it exceeds 5 cubic meters is \$35.00 per. I am not expecting any extra, just in case we find something not expected.

Craig

On 2014-08-06, at 9:14 AM, Kim Mushynsky wrote:

Craig:

I opened the bids this morning (we didn't have quorum last night for our Council meeting so Sharon and I opened the bids this morning). They are quite close so I need to know from you a price per cubic metre for contaminated soil if it exceeds 5m3 which is included in your bid.

Thank you.

*Kim Mushynsky – BBA*

**Chief Administrative Officer**

**Village of Port Clements**

**Box 198**

**Port Clements, BC**

**V0T 1R0**

**250-557-4295**

<image001.jpg>





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## REPORT TO COUNCIL

Author: Kim Mushynsky  
Date: August 7, 2014  
Re: **Vancouver Island Regional Library Lease Renewal**

---

**Background:** The lease with Vancouver Island Regional Library has expired. I have been in discussion with their Divisional Manager of Facilities – Lee Lively – over the past several months to come to a tentative agreement on a renewal for this lease. Costs have increased approximately 10% since the original lease was signed in 2008. The library has made an offer of a \$50/month rent increase for the duration of another 5 year term which amounts to a 6.25% increase. This would be retro-active to the expiry date of the last lease.

**Recommendation:** Although the increase proposed by the library does not fully address the cost increases we have experienced, the library is an integral part of our community. In addition, with the installation of the biomass heating system our costs should actually drop over the next 5 year term of this lease instead of rise. Therefore I recommend that we accept their offer of \$850/month rental for the library for a five year term retro-active to the expiry of their previous lease.

Respectfully submitted:



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## REPORT TO COUNCIL

Author: Kim Mushynsky  
Date: August 7, 2014  
Re: **Janitorial Contract**

---

Background: We recently put out a request for bids for a two year janitorial contract. We received the following bids:

|                   |   |
|-------------------|---|
| Shirley Weigum    | \$1,100.00 per month - \$13,200 per annum |
| Tim Petitpas      | \$1,200.00 per month - \$14,400 per annum |
| Beachy Mechanical | \$1,500.00 per month - \$18,000 per annum |

Recommendation: I recommend we give the contract to Shirley Weigum as she is the lowest bidder AND she has done a good job over the past year with the janitorial contract.

Respectfully submitted:

## **ACTION ITEMS**

| <b><u>#</u></b> | <b><u>Date</u></b> | <b><u>Description</u></b>                          | <b><u>Lead</u></b> | <b><u>Follow up</u></b>  |
|-----------------|--------------------|--|--------------------|--|
| A16             | 15-10-2012         | Bus Shelter  | Cheer              | Build shelter at corner of Dyson & Bayview   |
| A21             | 15-07-2013         | Drainage concern at far end between Park & Tingley | Gaspar             | Develop a plan for addressing this issue   |
| A25             | 28-01-2014         | Biomass heating system for Multiplex               | Administrator      | RFP's out before end of July   |
| A26             | 17-02-2014         | Historic Councillor Plaque(s)                      | Gould              | Design and create the necessary plaque(s)<br>to mount ingravded plates from 1975 forward |
| A27             | 05-05-2014         | Park Management Committee                          | Thomas             | Finalize park management plans before end<br>of October 2014                             |