

THE VILLAGE OF PORT CLEMENTS

7:00 p.m. Regular Meeting of Centennial Committee, December 17, 2014

AGENDA

1. ADOPT AGENDA.

2. MINUTES.

M-1-Regular meeting of Centennial Committee Tuesday, December 2, 2014

3. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS.

BA-1-Report from Council

BA-2-Action Plan

Fireworks Finale

4. ORIGINAL CORRESPONDENCE.

5. GOVERNMENT.

6. NEW BUSINESS.

7. REPORTS & DISCUSSIONS.

ADJOURNMENT.

CENTENNIAL COMMITTEE
Minutes of the Regular meeting of the Centennial Committee
Tuesday, December 2, 2014

Present:

Angela Mielecki

Joan Hein

Burneta Decembrini

Deputy Clerk/Treasurer Sharon Ferretti

Absent: Mayor Gould, Councillor Gaspar

At 7:00p.m. the Committee agreed to wait for 15 minutes to give time for additional committee members to arrive before commencing the meeting.

Deputy Clerk Ferretti called the meeting to order at 7:15p.m.

1. ADOPT AGENDA.

 Additions: NB-1-Centennial Bottled Water inventory

It was moved by Angela Mielecki, seconded by Joan Hein

THAT the agenda be adopted as amended.

CARRIED

2. MINUTES.

M-1-Regular meeting of Centennial Committee Tuesday, November 4, 2014

It was moved by Angela Mielecki, seconded by Joan Hein

THAT the minutes be accepted as amended.

CARRIED

3. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS.

BA-1-Report from Council

A report from Council was not available.

BA-2-Action Plan

 St. Mark's Choir Service

Details were finalized concerning the "Christmas Caroling Sing-A-Long". The time of the service was changed to 1:30 – 2:30p.m. as this works for Pastor Wes and Heather to attend to play the piano and lead the event. Janitorial has been completed with a possible touch up after the decorating. The decorating was partially completed on Monday afternoon and the completion will happen Thursday afternoon. Angela Mielecki and Deputy Clerk Ferretti demonstrated the actions to the "12 Days of Christmas". The ad in the 'Coming Events' section of the Observer was completed. The post on Haida Gwaii Trader's website to be done.

 Fireworks Finale

The Committee determined the next meeting to be either Wednesday, December 17th or Thursday, December 18th to finalize details concerning the fireworks event. Mayor Gould and Councillor Gaspar will

be contacted to confirm which date works best for them to attend. A member of the Port Clements Fire department will be invited as they will play a prominent role in this event. Their fire practice meetings are Wednesday's but begin at 7:30p.m. therefore, it may be possible to have a member attend our meeting during the first half hour. Office administration to confirm the Ambulance has been advised of this event.

4. ORIGINAL CORRESPONDENCE

5. GOVERNMENT

6. NEW BUSINESS

NB-1-Centennial Bottled Water inventory

The Committee discussed the possible need to reduce the price of the bottled water as inventory sits at approximately 90 cases of 24 bottles each. The concern being there is a "Best By" date of February 24, 2015. This item was tabled to the next meeting for further discussion with Council attendance.

7. REPORTS & DISCUSSIONS.

It was reported that we have our next newborn for our Centennial year. Kathrine Keroack and Colin Clements have a baby boy, born November 25, 2014; his name is Weslie Clements. The Committee will be in touch with Kathrine concerning receiving gifts and for picture taking.

The Committee agreed to donate two cases of the Centennial Bottled water to Pastor Wes and Heather as a thank you for their attendance and contribution to the Sing-A-Long event.

ADJOURNMENT.

Joan Hein motioned to adjourn at 8:15p.m.

Sharon Ferretti, Deputy/Clerk Treasurer, Chair

Burneta Decembrini

**Village Of Port Clements Centennial Committee
December Action Plan 2014**

#	ITEM	IMMEDIATE ACTION	RESOLVE	DONE?
13	St. Mark's Choir service	<ul style="list-style-type: none"> - Piano player and singers lined up - Practices - Decorating - Advertising - Janitorial 	Kids school concert Dec 16 th and other community parties deemed the best date to be Sunday, Dec 7 th Advertising completed in Observer and Haida Gwaii Trader. Janitorial completed. Decorating started; completion set for Dec 4 th for decorating.	Dec 7 th
14	Fireworks for 100 th Celebrations	Too late to order fireworks in time for October 31 st New date will be December 31 st at 7:00p.m. <ul style="list-style-type: none"> - Fireworks ordered - Book services of licenced fireworks person - Contact Ambulance, and Fire Department to be on hand for evening - Letters sent for Corporate Sponsorship 	Council approved \$6,000.00 for purchase of fireworks. Trevor Jarvis booked to set fireworks; payment in form of equipment he will then own. To date, no response concerning Corporate sponsorship.	Dec 31 st

**Village Of Port Clements Centennial Committee
December Action Plan 2014**

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14	Fireworks for 100 th Celebrations	Too late to order fireworks in time for October 31 st New date will be December 31 st at 7:00p.m. <ul style="list-style-type: none"> - Fireworks ordered - Book services of licenced fireworks person - Contact Ambulance, and Fire Department to be on hand for evening - Letters sent for Corporate Sponsorship 	Council approved \$6,000.00 for purchase of fireworks. Trevor Jarvis booked to set fireworks; payment in form of equipment he will then own. To date, no response concerning Corporate sponsorship.	Dec 31 st



The Village of
PORT CLEMENTS
"Gateway to the Wilderness"

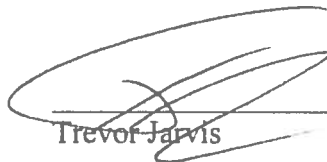
36 Cedar Avenue West
PO Box 198
Port Clements, BC
V0T1R0
Phone :250-557-4295
FAX :250-557-4568
Email : office@portclements.ca
Web : www.portclements.ca


Letter of Understanding between the Village of Port Clements and Trevor Jarvis

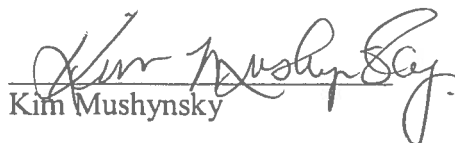
In regards to the fireworks display that will take place in Port Clements on or around December 31, 2014 this is to identify each party's responsibilities in this event per a recommendation from the Municipal Insurance Association of BC. Since both parties are members of MIABC this agreement is simply to identify who is responsible for what activities.

The Village of Port Clements has requested that Trevor Jarvis put on a fireworks display in Port Clements on or around December 31, 2014 as he is properly licensed to do so. As the license holder Mr. Jarvis will be responsible for the fireworks display and the Village of Port Clements staff and volunteers will take direction from Mr. Jarvis for any pre-event set up and the Village of Port Clements solely will be responsible for any post-event clean up. Mr. Jarvis, as the license holder, will have final say in regards to any safety issues and in regards to weather issues which may delay the event. The Village of Port Clements agrees to ensure that members of the public do not encroach upon the safety perimeter outlined by Mr. Jarvis. The Village of Port Clements agrees to have a contingent of volunteer fire fighters available for this event as a safety precaution. The Village of Port Clements is solely responsible for the costs of the fireworks as well as transportation costs.

Signed this 8 day of December, 2014.


Trevor Jarvis


Witness


Kim Mushynsky


Witness

From: Kim Mushynsky [mailto:cao@portclements.ca]
Sent: December-16-14 12:09 PM
To: 'VOM@MHTV.CA'
Cc: Sharon Ferretti
Subject: RE: Fireworks

Awesome – thanks for the heads up. I have linked Sharon Ferretti in who is the office liaison for the Centennial Committee who is planning this event. She will be responsible for getting the word out if the date needs to be changed due to weather. An 8pm start on the 31st is good.

Merry Christmas to you and Casey too – if I don't see you before I leave Happy New Year as well and I will see you in 2015.

Kim Mushynsky – BBA
Chief Administrative Officer
Phone 250-557-4295



From: VOM@MHTV.CA [mailto:vom@mhtv.ca]
Sent: December-16-14 11:35 AM
To: 'Kim Mushynsky'
Cc: 'Sean O'Donoghue'
Subject: Fireworks

Kim,

Your fireworks finally showed up. I just unloaded the pallet and several of the boxes are wet though. I have opened them and we may be lucky that damage was limited, as most of these are wrapped in individual plastic bags. I will have to inspect each one separately though and that will take me a couple of evenings. I will coordinate final arrangements with Sean and we will need to start sending supplies down as it will take more than one trip I think.

So I just want to confirm that we are aiming for an 8:00 pm start time on the 31st, I think that was what we discussed. Also who will be responsible for getting the word out if we need to delay for weather? Will Sean deal with that or do we need to contact someone else?

I think that is it for now. I know you are taking off soon for Christmas, so if I don't talk to you before then Have a Merry Christmas and Happy New Year.

Trevor