



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

7:00 p.m. Regular Meeting of Council Monday, January 21, 2013

**AGENDA**

1. ADOPT AGENDA.
  2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS.
  3. MINUTES.  
M-1-Regular meeting of Council Monday, January 7, 2013  
M-2-Special meeting of Council Friday, December 28, 2013
  4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS.
  5. ORIGINAL CORRESPONDENCE.  
C-1-Dixon Entrance Golf Society request for letter of support  
C-2-BC Hydro update on Smart Metering Program
  6. GOVERNMENT.  
G-1-District of Houston's response on the potential sale of Ridley Terminals.
  7. FINANCE.  
F-1-Cheque Listing January 17, 2013  
F-2-CIBC December 2012 Bank Statement
  8. NEW BUSINESS.  
NB-1-Report to Council – Sale of Village Owned Lots  
NB-2-Small Craft Harbour Committee
  9. ACTION ITEMS.  
A-1-See attached
  10. REPORTS & DISCUSSIONS.
  11. QUESTIONS FROM THE PUBLIC & PRESS.
- ADJOURNMENT.



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

**Minutes of the regular meeting of the Port Clements Council held Monday January 7, 2013 in the Council Chambers.**

**Present:**

Mayor Cheer  
Councilor Gould  
Councilor Gaspar  
Councilor Falconbridge  
Councilor Thomas

Clerk/Treasurer Kim Mushynsky

Mayor Cheer called the meeting to order at 7:00pm

**1. ADOPT AGENDA.**

2013-001 - Moved by Councilor Gould, seconded by Councilor Thomas  
THAT the agenda be adopted with the following additions – C-3 MIMC request for support, NB-1 – Meeting date request from MIEDS, Move to in-camera after questions from public per CC 90-1-d.  
**CARRIED**

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

**3. MINUTES.**

M-1 – Regular Meeting of Council Monday December 17, 2012  
2013-002 – Moved by Councilor Gould, seconded by Councilor Thomas  
THAT we accept the minutes from the December 17, 2012 Regular Council meeting as presented.\*  
**CARRIED**

\*For future minutes if a Councilor is late the time should be noted as well as the late arrival

M-2 – Port Rec Commission Friday October 26, 2012  
2013-003 – Moved by Councilor Gaspar, seconded by Councilor Gould  
THAT the minutes of the October 26, 2012 Rec Commission meeting be adopted as presented.  
**CARRIED**

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

**5. ORIGINAL CORRESPONDENCE.**

C-1 – Kootenay Engineering Inspection of #21 Yakoun Street  
2013-004 – Moved by Councilor Gaspar, seconded by Councilor Thomas  
THAT we open this up for discussion.

**CARRIED**

2013-005 – Moved by Councilor Gould, seconded by Councilor Thomas  
THAT we receive and file this information

**CARRIED**

M-1

C-2 – Taan Forest Management Plan

2013-006 – Moved by Councilor Gould, seconded by Councilor Gaspar

THAT we open this up for discussion

**CARRIED**

2013-007 – Moved by Councilor Gould, seconded by Councilor Thomas

THAT we receive and file this information

**CARRIED**

C-3 – MIMC Request for Support

2013-008 – Moved by Councilor Falconbridge, seconded by Councilor Thomas

THAT we support MIMC's Gwaii Trust application for \$20,000 for Emergency Planning with the caveat that the Village of Port Clements is also submitting an application and we rate ours as our first priority.

**CARRIED**

## **6. GOVERNMENT.**

G-1 – FrontCounter BC Application #61606538-008

2013-009 – Moved by Councilor Gaspar, seconded by Councilor Falconbridge

THAT we receive and file this information

**CARRIED**

## **7. FINANCE.**

F-1 – Cheque listing to January 2, 2013

2013-010 – Moved by Councilor Falconbridge, seconded by Councilor Gaspar

THAT we accept the cheque listing as presented.

**CARRIED**

F-2 – CIBC November 2012 Bank Statement

2013-011 – Moved by Councilor Falconbridge, seconded by Councilor Gaspar

THAT we accept the CIBC November 2012 bank statement as presented.

**CARRIED**

F-3 – NSCU November 2012 Bank Statement

2013-012 – Moved by Councilor Falconbridge, seconded by Councilor Gaspar

THAT we accept the NSCU November 2012 bank statement as presented.

**CARRIED**

## **8. NEW BUSINESS.**

NB-1 – MIEDS request for meeting date

Task Administrator to confirm Thursday January 10, 2013 at 4:30pm as a meeting date/time.

## **9. ACTION ITEMS:**

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

Councilor Gould – Barge Committee mtg with Gwaii Trust Representative

Councilor Thomas – Mtg with province to form a hunting advisory committee

Mayor Cheer – Reminder that Feb. 18 is final date for Resolutions to NCLGA

Councilor Falconbridge – Thank you from Daycare/Strong Start for installation of change table

Councilor Gaspar – upcoming Rec & Tourism meetings in January

Administrator – RFP process for barge, Mtgs with Gwaii Trust Reps.

2013-013 Moved by Councilor Gaspar, seconded by Councilor Falconbridge

THAT we move to in-camera per CC 90-1-d at 8:20pm  
**CARRIED**

**ADJOURNMENT.**

2013-014 - Moved by Councilor Falconbridge, seconded by Councilor Gaspar  
THAT the meeting be adjourned at 9:10pm  
**CARRIED**

---

Wally Cheer,  
Mayor

---

Kim Mushynsky,  
Clerk/Treasurer



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

**Minutes of the Special Council Meeting held Friday December 28, 2012 in the Council Chambers.**

Present:

Mayor Cheer  
Councillor Gaspar  
Councillor Gould  
Councillor Thomas

Clerk/Treasurer Kim Mushynsky

The meeting was called to order at 3:00pm

**1. ADOPT AGENDA.**

Moved by Councilor Thomas, seconded by Councilor Gaspar  
THAT the Agenda be adopted as presented.

**CARRIED**

**2. NEW BUSINESS.**

**NB-1 – Motion to accept the Barge Sub-Committee Recommendation**

Moved by Councilor Thomas, seconded by Councilor Gould

THAT Council accept the motion from the December 28, 2012 Barge Sub-committee meeting to secure KPMG to do a Business Case Study per the proposal they submitted.

**CARRIED**

**NB-2 – Motion for excess spending on Business Case Study**

Moved by Councilor Gould, seconded by Councilor Gaspar

THAT the Administrator be authorized to spend up to a maximum of \$30,000 for our half of the Business Case Study if no funding besides NDIT is secured.

**CARRIED**

**NB-3 – Gwaii Trust Major Infrastructure Application**

Moved by Councilor Gaspar, seconded by Councilor Thomas

THAT the Village of Port Clements apply to Gwaii Trust to the Major Infrastructure program for 50% of the costs of the Business Case Study.

M-2

**CARRIED**

**3. ADJOURNMENT**

Moved by Councilor Gaspar, seconded by Councilor Thomas  
THAT the meeting be adjourned at 3:15pm.

\_\_\_\_\_  
Mayor Cheer

\_\_\_\_\_  
Kim Mushynsky – Clerk/Treasurer

Dixon Entrance Golf Society  
 Box 990, Masset, B.C. V0T 1M0  
 December 12, 2012

Council members,

Dear Councillors:

We are writing to you to ask for a letter of support for our application to Gwaii Trust for funding to purchase new golf course equipment.

We are applying for ~~\$59,696.00~~ <sup>⊗ 34,000 for a second hand machine (17,000.00 their half)</sup> to purchase a brand-new Jacobsen LF570 fairway mower, ride-on, 8'4" cut width, from Rollins Machinery. This is the total price, including freight & all taxes.

Our current fairway mowing is done with a 1980 Ford tractor pulling an even older Brouwer reel mower. It is extremely difficult to get parts for them; they are over 40 years old. Breakdowns are more and more frequent and we have no 'backup' fairway mower.

Golfing is an exceptional sport in many ways - healthy exercise combined with pleasant companionship, good fun, and competition with others and oneself. It teaches patience, physical co-ordination, and good sportsmanship to golfers of all ages - well worth supporting!

Details about us: We are a non-profit society. We run the golf course in Masset completely with volunteers. Both our member and non-member rates are affordable. At a time when many golf courses across North America are closing due to financial difficulties, we are proud to still be able to offer such a great sport to a very wide range of people: seniors, adults, teens, children, beginners and experienced golfers, tourists and all-island residents. We rent the property from the military. The course runs on the honour payment system from April 1 to Oct. 15, and is free for the winter (Oct.16 to March 31). We hope to continue to operate for many years to come.

Thank you for your time and consideration of our request. We hope you give us a letter of support for our January application.

Sincerely,

William Dingwall, President  
 Dixon Entrance Golf Society

⊗ After review the determined that they could not raise \$30,000 (1/2 of a new machine) so they changed their mind and are going with a & Heather George, Secretary-Treasurer used one.

per telephone conversation with Willy Youngson ← C-1

January 8, 2013

Dear Mayor & Council,

**RE: Update on the BC Hydro Smart Metering Program**

Since July 2011, when we began installing new meters, we have been working with customers to answer questions about the new system. Over 1.7 million new meters have now been installed across B.C. and the meter exchange phase of the BC Hydro Smart Metering Program is nearing completion. However, this important grid upgrade cannot be completed until all customers have new meters.

We will be providing a notification letter to these customers who do not have a new modern meter to let them know that an installer will be revisiting their premises to exchange the meter in the coming weeks and to offer another opportunity to have their questions answered.

**Why is BC Hydro replacing the old meter?**

BC Hydro has a responsibility to ensure safe, cost effective electricity delivery to homes and businesses all around the province. The old meters are becoming obsolete and require BC Hydro to manually perform services that have now been automated. In order to continue to serve customers without a new meter, we would have to set-up up a costly and separate customized system - and the cost of this would have to be subsidized by other BC Hydro customers who have a new meter.

**Working with Customers**

BC Hydro has responded to dozens of questions from customers about the new meters and the answers are available at [www.bchydro.com/smartmeters](http://www.bchydro.com/smartmeters). For example, we have:

- confirmed through testing by a federal consumer protection agency that the new meters are accurate;
- confirmed through testing, certified by professional engineers, that the meters use technology that has been confirmed to be safe and has been used safely for decades by households and communities around the world; and
- worked with the privacy commissioner's office to meet all standards and guidelines.

As always, customers can choose to relocate the meter base to a different location on their property, in accordance with local electrical guidelines, and at their own cost. For customers who would like to move the meter, contacting a qualified electrician is the first step.

When customers request service from BC Hydro they agree to the terms and conditions in BC Hydro's Electric Tariff, including the obligation to provide access to their property so that we can read, maintain or exchange the BC Hydro meter.



### **Why is the Smart Metering Program Important?**

Smart meters are a necessary part of B.C.'s electricity system. They are standard equipment just like utility poles and power lines and are required to modernize the system and ensure the safe, efficient delivery of electricity to British Columbians.

Smart meters are part of a system that will:

- automatically detect power outages;
- provide customers with access to their hourly electricity-use data through a secure online account;
- ensure bills are based on actual consumption; and
- improve safety by having installers inspect each meter socket that connects homes and businesses to the electricity grid, and provide free repairs by a qualified electrician on-the-spot if an issue is found.

For more information about the new meters, visit our website or contact BC Hydro at [smartmeters@bchydro.com](mailto:smartmeters@bchydro.com) or 1-800-409-8199.

Sincerely,



Gary Murphy  
Chief Project Officer, Smart Metering Program



www.houston.ca

## *District of Houston*

3367 - 12<sup>th</sup> Street, P.O. Box 370  
Houston, BC V0J 1Z0  
Phone: (250) 845-2238 Fax: (250) 845-3429  
E-Mail: doh@houston.ca

December 20, 2012

Mayor Mitch Campsall  
President, North Central Local Government Association  
president@nclga.ca

Dear Mayor Campsall:

I am writing on behalf of the Council of the District of Houston in response to your letter dated December 13, 2012 requesting input from members of the North Central Local Government Association (NCLGA) on the potential sale of Ridley Terminals.

Council discussed the potential sale of Ridley Terminals at its Regular Council Meeting held on December 18, 2012 and passed a motion expressing its opposition to the sale of Ridley Terminals.

The Council of the District of Houston believes that Ridley Terminals is an invaluable asset for communities throughout Central and Northern BC, connecting our export industries to the rest of the world and supporting jobs in forestry, mining and bio-energy.

While the Council of the District of Houston acknowledges the Government of Canada's commitment to only entertain bids that would maintain open access to Ridley Terminals, the Council strongly believes that retaining public ownership of Ridley Terminals is the only way to truly ensure that this invaluable asset will continue to operate in a fair, transparent and open manner that maximizes opportunities to diversify and grow our economy.

On behalf of the Council of the District of Houston, thank you for interest in our views on this important matter. Council will be sending a letter to the Minister of State (Finance) Ted Menzies and the Minister of State (Transport) Steven Fletcher expressing its opposition to the potential sale of Ridley Terminals.

We look forward to working together with other members of the NCLGA to support a united vision for a publicly owned Ridley Terminals that will continue to provide a strong foundation for our export industries and our communities.

Sincerely,

Mayor Bill Holmberg  
District of Houston

CC: All Member Municipalities, North Central Local Government Association

G-1

# VILLAGE OF PORT CLEMENTS

## Cheque Listing For Council

2013-Jan-17  
9:05:48AM

Cheque #	Cheque Date	Vendor Name	General Ledger	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
						<b>Batch #</b>	<b>4687</b>
20130001	2013-01-04	BIG RED			PAYMENT		270.48
			10-2-71-21-15	12619	WKLY CONTAINER SERVICE DEI	257.80	
20130002	2013-01-04	C. AND C. BEACHY CONTF			PAYMENT		2,184.00
			10-2-32-37-00	595	PLOW SNOW & SAND	2,081.62	
20130003	2013-01-04	JUSTICE INSTITUTE OF BC			PAYMENT		75.00
			10-2-25-00-00	250691	Jane Wilson-Emerge Mgmt Cert	75.00	
20130004	2013-01-04	SKEENA QUEEN CHARLO'			PAYMENT		141.77
			10-2-88-40-00	Dec 2012 PILT	2012 PILT-CANADA POST	141.77	
20130005	2013-01-04	SKIDEGATE INLET CONST			PAYMENT		1,379.84
			10-2-32-37-10	3817	Ind Rd Maint	986.37	
			10-2-32-31-00	3817	Street Maint	328.79	
20130006	2013-01-04	UNION OF BC MUNICIPALI			PAYMENT		25.20
			10-2-12-11-00	PC13-89	LOCAL GOVM'T WALL CALEND	24.01	
						<b>Batch #</b>	<b>4688</b>
20130007	2013-01-04	Bennett, Cheryl			PAYMENT		1,540.00
			10-2-12-14-10	Dec 2012	JANITORIAL DEC 2012	616.49	
			10-2-71-21-11	Dec 2012	JANITORIAL DEC 2012	322.92	
			10-2-71-21-20	Dec 2012	JANITORIAL DEC 2012	337.59	
			10-2-71-89-00	Dec 2012	JANITORIAL DEC 2012	190.80	
20130008	2013-01-04	Inlet Networking Computer S			PAYMENT		30.00
			10-2-12-11-20	014	TROUBLE SHOOT NETWORK IS	30.00	
20130009	2013-01-04	Northwest Regional Hospital			PAYMENT		111.79
			10-2-88-40-00	Dec 2012 PILT	2012 PILT-CANADA POST	111.79	
20130010	2013-01-04	Skeena Queen Charlotte Re			PAYMENT		10.41
			10-2-88-40-00	Dec 2012 PILT	2012 PILT-CANADA POST	10.41	
						<b>Batch #</b>	<b>4689</b>
20130011	2013-01-04	BRITISH COLUMBIA LIFE &			PAYMENT		334.82
			10-4-27-00-30	71185	BENEFIT PREMIUMS JAN 2013	334.82	
20130012	2013-01-04	FEDERATION OF CANADIA			PAYMENT		157.30
			10-2-12-10-30	24972	FCM 2013-2014 MEMBERSHIP	157.30	
20130013	2013-01-04	MUNICIPAL INSURANCE A			PAYMENT		7,947.00
			10-2-12-14-30	Cert. 0142	MUN INS ASSOC MBRSHIP 2013	7,947.00	
20130014	2013-01-04	QCISLANDS NET			PAYMENT		11.20
			10-2-12-11-10	Jan 2013	TRAFFIC FOR OCT,NOV,DEC+AN	10.67	
						<b>Batch #</b>	<b>4690</b>
20130015	2013-01-04	Haida Gwaii Trader			PAYMENT		373.44
			10-2-12-11-50	614C	3RD/4 PYMTS ADVERTISING PAC	355.93	
						<b>Batch #</b>	<b>4696</b>
20130021	2013-01-09	Kleanza			PAYMENT		723.80
			10-2-12-99-08	12-33-02	ARCHAEOLOGICAL-REPORTING	689.87	
						<b>Batch #</b>	<b>4697</b>
20130022	2013-01-09	Kleanza			PAYMENT		3,660.12
			10-2-12-99-08	12-33-01	ARCHAEOLOGICAL IMPACT ASS	3,488.55	
						<b>Batch #</b>	<b>4698</b>
20130023	2013-01-09	AARON-MARK SERVICES			PAYMENT		155.85
			10-2-24-70-00	2032013	F Dept maintenance	29.71	
			10-2-32-31-00	2032013	Street Maint	29.71	
			10-2-32-90-00	2032013	Equip maint	59.41	
			10-2-34-00-70	2032013	SCH maint	29.71	
20130024	2013-01-09	CIBC VISA			PAYMENT		559.46
			10-2-12-11-60	DEC 2012	postage coils	434.48	
			10-2-12-11-00	DEC 2012	2013 calendar download	28.00	
			10-3-22-00-01	DEC 2012	PST	22.42	
			10-3-22-00-00	DEC 2012	GST	21.34	
			10-2-81-90-00	DEC 2012	Interest Charged	3.22	
			10-2-11-10-20	DEC 2012	Cam Trap/In gift certificate	50.00	
20130025	2013-01-09	EMCO CORPORATION			PAYMENT		23.86
			30-2-41-40-01	2845394-02	SERV BOX KEY PENT	22.74	

FH

# VILLAGE OF PORT CLEMENTS

## Cheque Listing For Council

2013-Jan-17  
9:05:48AM

Cheque #	Cheque Date	Vendor Name	General Ledger	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
20130026	2013-01-09	PORT AIR CARGO	30-2-41-20-00	VPC1212	PAYMENT DELIVERIES FROM NPSP	42.70	44.80
20130027	2013-01-09	RENCO	10-2-24-80-10	1205-12	Fire Dept Truck	139.21	475.88
			40-2-42-90-60	1205-12	P Wks vehicle	67.33	
			30-2-41-40-10	1205-12	P Wks vehicle	134.68	
			10-2-31-90-00	1205-12	P Wks vehicle	134.66	
20130028	2013-01-09	ROCKY MOUNTAIN Phoeni	10-2-24-80-00	IN70603	PAYMENT COMMAND 20 FIRE HEAD LAMP	1,075.92	1,128.83
						<b>Batch #</b>	<b>4699</b>
20130029	2013-01-09	BC HYDRO	10-2-32-50-00	Dec 2012	PAYMENT Street Lights	1,030.28	2,671.28
			30-2-41-50-00	Dec 2012	Pumphouse Tingley St	1,396.53	
			10-3-22-00-01	Dec 2012	PST	125.22	
			10-3-22-00-00	Dec 2012	GST	119.25	
						<b>Batch #</b>	<b>4702</b>
20130030	2013-01-09	TELUS COMMUNICATIONS	10-3-22-00-01	JAN 2013	PAYMENT PST	73.21	1,561.85
			10-2-24-70-10	JAN 2013	Firehall	540.95	
			10-3-22-00-00	JAN 2013	GST	69.72	
			40-2-42-90-40	JAN 2013	W/S	66.88	
			10-2-12-11-30	JAN 2013	Audio + Web	70.52	
			30-2-41-50-00	JAN 2013	W?S + Pumphouse	219.40	
			10-2-71-21-15	JAN 2013	P Wks after Hrs. + MPBC	521.17	
						<b>Batch #</b>	<b>4709</b>
20130031	2013-01-14	Janine A. S. Thomas Law Cc	10-4-12-90-00	Jan 2013	PAYMENT REFUND FOR ROY WOOLVERTC	317.06	317.06
						<b>Batch #</b>	<b>4710</b>
20130032	2013-01-14	BAYVIEW MARKET	10-2-12-99-30	Jan 2013	PAYMENT GWAII TRUST CHRISTMAS	2,360.00	2,360.00
20130033	2013-01-14	OBSERVER PUBLISHING (	10-2-12-11-50	14805	PAYMENT COUNCIL MEETING SCHEDULE :	144.41	151.51
						<b>Batch #</b>	<b>4713</b>
20130034	2013-01-14	BAYVIEW MARKET	10-2-12-99-30	Jan 11 2013	PAYMENT GWAII TRUST CHRISTMAS	2,360.00	2,360.00

**Total 30,786.55**

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



# CIBC Business Operating Account™

Statement period ending  
Dec 31, 2012

00180

000009

VILLAGE OF PORT CLEMENTS  
PO BOX 198  
PORT CLEMENTS BC V0T 1R0

COPY

## Account summary

Balance forward		\$442,344.62
Debits (total of 39)	-	\$49,582.62
Credits (total of 16)	+	\$3,156.74
<b>Closing balance</b>	=	<b>\$395,918.74</b>
Your authorized overdraft limit		\$189,510.00
Vouchers Enclosed (total of 33)		

Account number

93-00813

Branch transit number

00180

Account fee type

Pay As You Go

Your branch

500 - 3RD AVE W  
PRINCE RUPERT BC V8J 1L8

Questions?

- Call us at 1-800-465-2422
- Visit us on the internet at [www.cibc.com](http://www.cibc.com)

## Transaction details

Date	Description	Debits (\$)	Credits (\$)	Balance (\$)
Dec 1	BALANCE FORWARD			442,344.62
Dec 3	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		163.95	442,508.57
	DEBIT MEMO CHARGE FOR NOV CIBC EFT SERVICE CHARGE	64.54		442,444.03
Dec 4	CHEQUE 20121300 59112959	75.31		442,368.72
	CHEQUE 20121295 59118332	304.51		442,064.21
	CHEQUE 2012194 59144390	308.00		441,756.21
	CHEQUE 20121317 60448021	15.00		441,741.21
	CHEQUE 20121299 60451381	3,000.00		438,741.21
	CHEQUE 20121301 60451442	510.00		438,231.21
Dec 5	CREDIT MEMO INT @ 0.2500% CIBC-AUTOMATED INTEREST SYSTEM		98.91	438,330.12
Dec 6	TRANSFER TO: 00180/09-92011	172.72		438,157.40
	CHEQUE 20121290 59216444	1,200.00		436,957.40
Dec 7	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		50.00	437,007.40
	CHEQUE 20121313 60032899	890.64		436,116.76
	CHEQUE 20121314 60032950	334.82		435,781.94
Dec 10	CHEQUE 20121316 60183323	5,000.00		430,781.94

0618-00009-01

\*02011600 0033\*

continued next page

Page 1 of 3



# CIBC Business Operating Account

Dec 31, 2012

Account number: 93-00813

Branch transit number: 00180

COPY

## Transaction details (continued)

Date	Description	Debits (\$)	Credits (\$)	Balance (\$)
	BALANCE FORWARD			430,781.94
Dec 11	CHEQUE 20121329 59464727	3,524.74		427,257.20
	CHEQUE 20121327 59464728	23.52		427,233.68
	CHEQUE 20121330 59464783	1,002.40		426,231.28
	CHEQUE 20121331 59464784	540.65		425,690.63
Dec 12	DEBIT MEMO SETTLEMENT: 0056 CIBC DATA CENTRE: 00 TRANSFER 00140	5,214.60		420,476.03
	FROM: 00140/80-61939 ST. ANNS AND ISLAND HIGHWAY		143.95	420,619.98
	CHEQUE 20121311 60330740	675.00		419,944.98
	CHEQUE 20121315 17068811 M	3,238.58		416,706.40
Dec 13	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		256.86	416,963.26
	DEBIT MEMO Dec 13, 2012 Municipal Pensi	629.32		416,333.94
	CHEQUE 20121335 59550760	112.00		416,221.94
	CHEQUE 20121328 59561743	1,946.67		414,275.27
Dec 14	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		264.31	414,539.58
Dec 17	TRANSFER 04940 FROM: 08910/74-47531 DRIFTWOOD MALL		52.00	414,591.58
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		321.09	414,912.67
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		172.00	415,084.67
Dec 18	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		424.35	415,509.02
	CHEQUE 20121334 59193642	73.82		415,435.20
Dec 19	CHEQUE 20121343 60093279	1,120.00		414,315.20
Dec 20	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		100.00	414,415.20
Dec 21	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		100.00	414,515.20
	CHEQUE 20121320 59420478	90.00		414,425.20
	CHEQUE 20121321 59420657	90.00		414,335.20
	CHEQUE 20121312 59420658	90.00		414,245.20
	CHEQUE 20121322 59420677	814.89		413,430.31
	CHEQUE 20121344 59420678	501.35		412,928.96
Dec 24	DEBIT MEMO SETTLEMENT: 0057 CIBC DATA CENTRE: 00	5,232.05		407,696.91
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		327.95	408,024.86
	CHEQUE 20121332 60249500	2,042.53		405,982.33
Dec 27	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		323.04	406,305.37
Dec 28	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		158.33	406,463.70

continued next page



# CIBC Business Operating Account

Dec 31, 2012

Account number: 93-00813

Branch transit number: 00180

COPY

## Transaction details (continued)

Date	Description	Debits (\$)	Credits (\$)	Balance (\$)
	BALANCE FORWARD			406,463.70
	DEBIT MEMO	629.32		405,834.38
	Dec 28, 2012			
	Municipal Pensi			
	CHEQUE 20121318      59035745	90.00		405,744.38
	CHEQUE 20121364      59035746	1,527.74		404,216.64
	CHEQUE 20121353      59035836	17.85		404,198.79
	CHEQUE 20121345      60473241	6,272.00		397,926.79
Dec 31	CREDIT MEMO		200.00	398,126.79
	CREDIT UNION CENTRAL OF B.C.			
	CHEQUE 20121350      60024195	890.64		397,236.15
	CHEQUE 20121346      60107233	615.04		396,621.11
	CHEQUE 20121352      60138958	702.37		395,918.74
Dec 31	<b>CLOSING BALANCE</b>			<b>395,918.74</b>

## Message centre

### Expert Financial Advice for Business Owners

CIBC business advisors can provide you with a wealth of knowledge and insight regarding your business. They can also draw upon a team of financial specialists with expertise in your industry, who can provide comprehensive advice and business solutions that are right for you and your business. Speak to a CIBC business advisor today.

**Important:** Under your business account agreement with CIBC, this statement and the transactions and balances disclosed in it may be considered correct and binding upon you if you do not report any errors, irregularities or omissions to CIBC in writing within 30 days of the date CIBC mails or otherwise sends this statement to you.

<sup>TM</sup> Trademark of CIBC

® Registered trademark of CIBC

® *Interac* is a registered trademark of Interac Inc. / CIBC Licensee





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

36 Cedar Avenue West  
PO Box 198  
Port Clements, BC  
V0T1R0  
OFFICE :250-557-4295  
Public Works :250-557-4326  
FAX :250-557-4568  
Email : office@portclements.ca  
Web : www.portclements.ca

## REPORT TO COUNCIL

Author: Kim Mushynsky  
Date: January 8, 2013  
Re: **Sale of Village Owned Lots**

---

Background: On October 1, 2012 Council agreed to put 4 of the Village owned lots up for sale (one of the 4 was awaiting Land titles transfer of title to Village name which was finalized on October 31, 2012). The new assessments for 2013 have now been received and the assessments on the 4 properties have not changed – this is significant in the fact that we would need to have a public meeting if we were considering selling lots below assessed value.

Recommendation: I recommend we initially advertise the 4 lots in the local Observer and on HG Trader for the months of Feb/Mar and see what results from that level of advertising (2 of the 4 lots already have some interest shown via phone and in person questions asked). We will re-assess the situation in April to determine if advertising broader afield is deemed necessary/financially sound. The 4 lots, their assessment and my recommendation for asking price are as follows:

#20021170 #12 Newcombe Avenue – 2013 Assessment \$2,900.00 Advertised Price \$3,500.00  
#20021140 #18 Newcombe Avenue – 2013 Assessment \$2,900.00 Advertised Price \$3,500.00  
#20022030 #6 Adams Avenue – 2013 Assessment \$6,400.00 Advertised Price \$7,500.00  
#20003060 #134 Adams Avenue – 2013 Assessment \$9,500.00 Advertised Price \$11,400.00

Respectfully submitted:



## Small Craft Harbour Committee

Council wishes to create an ad hoc committee to investigate issues related to the Small Craft Harbour in Port Clements.

The goals of this committee include, but are not limited to:

- Investigating the need to improve water and sewer services to the Small Craft Harbour, and, if it is determined that improvement is required determining the most cost beneficial manner to do this.
- Investigating options for reconfiguration of the SCH in order to accommodate additional water crafts and optimize usage
- Investigating the pros and cons of staying with the Small Craft Harbour Authority given its mandate for Commercial fishing and the actual use of the dock
- Determine if, and to what extent, any dredging is required in the SCH area
- Investigate and make recommendations for repairs and/or upgrades to the boat launch area

The committee will be responsible to create a work plan based on their findings and present this plan to Council. This report should indicate a timeline and, if possible, break the work into segments based on prioritizing each action.

The ad-hoc committee will be responsible to keep Minutes of their meetings and to keep Council, as a whole, apprised of their activities via quarterly updates at Regular Council meetings. This committee should have a minimum of two Council members on it and should seek out a minimum of two community members to also sit on the committee.

This ad-hoc committee will be in effect until December 16, 2013, at which time it will be re-evaluated to assess the progress made and determine if it needs to be extended for another year.

## 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	Will consider after OCP process concluded
A2	20-02-2012	Facilitate mtg between Industrial Road Users	Thomas	Discussions started but now on hold until barge facility formalized
A3	20-02-2012	Tree Removal at Sunset Park (committee??)	Falconbridge	Will hold a Town Hall Mtg to discuss
A12	16-07-2012	Canada Days discussion/preparation 2013	Gaspar	January, 2013
A13	23-07-2012	Official Community Plan Rewrite	Administrator	Next mtg Monday January 14, 2013
A16	15-10-2012	Bus Shelter	Cheer	Build shelter at corner of Dyson & Bayview
A17	19-11-2012	Correction to Next Newsletter	Administrator	Correct Port Bucks & Discharge of firearms information in Feb 2013 Newsletter
A19	19-11-2012	Lighting Hwy 16 & Dyson	All	That we determine best route to get proper lighting back on this stretch of road
A20	03-12-2012	Internet Generator Power	Thomas	That we move forward with connecting QCIslands server to generator power
A21	19-12-2012	Basecamp	Administrator	Start using basecamp for Council Communication
A22	07-01-2013	Resolution concerning Small Volunteer Fire Department equipment requirements	Gould	Investigate and determine if less onerous equipment policies are acceptable for small volunteer fire departments
A23	07-01-2013	Resolutions to NCLGA	Cheer	Reminder that any resolutions for 2013 UBCM need to be submitted to NCLGA by Feb 18 (related to A22)