



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 February 15, 2016

AGENDA

1. ADOPT AGENDA

2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS

D-1- Tourism Committee Presentation

3. MINUTES

M-1- February 01, 2016 Regular Council Meeting

M-2- January 28, 2016 Port Clements Rec Committee Meeting

4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS

BA-1- Mount Moorsby Logging Issue

5. ORIGINAL CORRESPONDENCE

C-1- Radon Testing Project

6. GOVERNMENT

7. FINANCE

F-1- Cheque listing to February 10, 2016

F-2- CIBC Bank statements January 31, 2016

8. NEW BUSINESS

B-1- Letter of Support for funding for Tlell Fall Fair

9. REPORTS & DISCUSSIONS

10. ACTION ITEMS

A-1- Follow up

11. QUESTIONS FROM THE PUBLIC & PRESS

Motion for Council to move in-camera per CC90(1)(c)

12. ADJOURNMENT

Presentation for Council Meeting February 15, 2016

Visitor's Information Center Concerns:

Our goal is either to get the Tourism Committee active again or have council pass the Committee over to an independent group sponsored by the Information Center.

Current tourism needs:

- Better communications on Island between the tourist information centers.
- More advertising off island. i.e.; on-line media and tourist information sites.
- Advertise at the airports and if possible ferry terminals.
- Brochures on the ferry.

Port Clements needs to promote the village as a tourism site.

- Better signage on the approaches to the Village.
- Highways sign does not display a Tourist information logo.
- Work on beautifying the entrances into the village.
- Beautifying the village itself.
- Offer incentives to property owners to improve their properties.
- Put a map up in the parking lot of the visitor's info site (museum parking area).
- Advertise Port Clements off island.
- Contact local tourist operators to find out what is available for the visitors and have an up to date list available at the visitor's center.

To expand on page 1 ideas:

- Have better communications with on island visitor centers to make sure our information is available to the visitor.
- Our village information should be readily available on sites the visitor would explore when researching visiting Haida Gwaii.
- Advertise on the rolling scroll at the Masset airport, what is available in Sandspit? Do the ferry terminals have brochure space or advertising space?
- Pay racking fees and put brochures on the ferries.

Village needs:

- Improvements are needed to the south entrance pull-over site.
- Highway sign approaching the village does not have a visitor's info sign on it.
- Realizing the south entrance is in the Regional District we are restricted to what can be done, but are there ways to improve the entrance to make it more visually appealing.
- Beautify the village
 - o Improvements to the village lot on the corner of Dyson and Bayview, - more park like. This could also be an alternate place for the proposed museum road sign.
 - o Entice property owners to stay behind their property lines with their belongings.
 - o Possibly offer property owners an incentive, like the business façade grant to improve the look of their properties
- An area road map with an insert of the village roads was discussed and was to be place at the parking area at the museum. This would aid the visitor when the village office and the museum are closed.
- Visitors need to know what Port Clements has to offer, there is more to these islands beyond Native Culture and Surfing!
- The village needs to be more proactive to its businesses and help promote them. When asked "What's to do in Port Clements" this should be an easy answer with business and local attractions being promoted.



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Minutes of the regular meeting of the Port Clements Council held February 1, 2016 in Council Chambers.

Present:

Mayor Gould
Councilor Daugert
Councilor Gaspar – via teleconference
Councilor O'Brien Anderson
Councilor Cunningham

CAO Kim Mushynsky
Deputy Clerk Glenda Saruga

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

1. ADOPT AGENDA.

2016-029 - Moved by Councilor Daugert, seconded by Councilor O'Brien Anderson
THAT Council adopt the agenda as presented.

CARRIED

2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS.

3. MINUTES.

M-1– January 18, 2016 Regular Council Meeting

2016-030-Moved by Councilor Cunningham, seconded by Councilor O'Brien Anderson

THAT Council approve the January 18, 2016 Regular Council meeting minutes as presented.

CARRIED

M-2 – October 8, 2015 Emergency Management Meeting

2016-031 – Moved by Councilor Gaspar, seconded by Councilor Cunningham

THAT Council approves the October 8, 2015 Emergency Management Committee minutes as presented.

CARRIED

M-3 – November 26, 2015 All Island Emergency Committee Minutes

2016-032 – Moved by Councilor Cunningham, seconded by Councilor Daugert

THAT Council receive the All Island Emergency Committee minutes.

CARRIED

4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS.

B-1 – Audit Update

2016-033 – Moved by Councilor O'Brien Anderson, seconded by Councilor Daugert

M-1

THAT Council authorize the Administrator to proceed with creating a contract with FBB Chartered Professional Accountants in regards to auditing services for the next 3 years.

CARRIED

B-2 – Cam Traplin

2016-034 – Moved by Councilor Cunningham, seconded by Councilor Daugert

THAT Council authorizes a 10 year extension with the same parameters as the original easement in regards to the property located at #52 Bayview Drive.

CARRIED

5. ORIGINAL CORRESPONDENCE

6. GOVERNMENT

7. FINANCE

F-1-Cheque listing to January 27, 2016

2016 - 035- Moved by Councilor Cunningham, seconded by Councilor O'Brien Anderson

THAT we receive and file the cheque listing to January 27, 2016.

CARRIED

8. NEW BUSINESS

NB-1 – Boat Launch Tenure

2016-036 – Moved by Councilor O'Brien Anderson, seconded by Councilor Daugert

THAT Council direct the Administrator to proceed with renewal of the boat launch tenure.

CARRIED

9. REPORTS & DISCUSSIONS

Mayor Gould- SQCRD mtg, Gwaii Trust mtg

Councilor Gaspar – no report

Councilor Daugert – Community Hall GT application, Rennell Sound mtg.

Councilor O'Brien Anderson – no report

Councilor Cunningham – no report

CAO Mushynsky – computer upgrade almost completed, auditor RFP, biomass update.

10. ACTION ITEMS

11. QUESTIONS FROM THE PUBLIC & PRESS

ADJOURNMENT

2016-037 – Moved by Councilor Cunningham, seconded by Councilor Gaspar

THAT the meeting be adjourned at 7:55pm.

CARRIED

Ian Gould
Mayor

Kim Mushynsky
CAO

M-1

JANUARY 28, 2016

PORT REC COMMITTEE REPORT

ATTENDING – BEV LORE, SUE COUCH AND MARILYN BLISS

GUEST – RYAN BROWN AND CHRISTY (CONCH) KONSCHUH

MEETING STARTED AT 7:00 PM

PRESENTATION FROM RYAN AND CONCH ASKING TO BE UNDER THE UMBRELLA OF THE PORT REC AS THEY ARE PLANNING A YOUTH GROUP FOR PORT USING THE FIREHALL, COMMUNITY HALL AND THE MULTIPLEX. THEY HAVE HAD SOME MEETINGS WITH THE YOUTH OF PORT AND ALL IS POSITIVE TO GET GAMES/DANCES/GET TOGETHERS WITH OTHER YOUTH ISLANDERS ONCE THEY HAVE SOME STRUCTURE IN PLACE.

ITEMS TO BE DISCUSSED –

1 -MOVIE NITES – WE ARE DOING BY DONATION AND HAVE HAD GOOD ATTENDANCE.

2 -DATE FOR EASTER HUNT WILL BE MARCH 26, 2016 – BUDGET FOR \$100.00.

3 -CONFIRM DATES FOR CANADA DAY AND PUT INTO CALENDAR –

JUNE 30, FISHING DERBY?, JULY 1, PARADE, MUD BOG ? NEED DIRECTION FROM COUNCIL.

WILL THE NAVY BE COMING TO PORT CLEMENTS?

4 -UPDATE ON PLAYGROUND EQUIPMENT – CHARLEEN AND CHRISTINE ARE WORKING ON

GETTING NEW EQUIPMENT. WE DO HAVE FUNDS TO START THIS PROJECT.

PUBLIC WORKS ARE GOING TO REPAIR THE SLIDE.

5 -GRANT MONEY – SUBMITTING A RECEIPT FOR BATS - \$523.47. OTHER ITEMS COULD BE

PURCHASED – SOCCER NETS, VOLLYBALL NET AND/OR EQUIPMENT FOR YOUTH GROUP.

6 -COMMUNITY PARK – THE CHAIN LINK FENCE AND THE GATE WHICH WERE DAMAGED LAST

YEAR NEED TO BE REPAIRED.

7 -SANTA SUIT – OUR SANTA REALLY NEEDS A NEW OUTFIT. HAVE LOOKED AT A SITE CALLED

COSTUMESUPERCENTRE.CA – AT THE PRESENT TIME THEY HAVE 50% OFF ON COSTUMES.

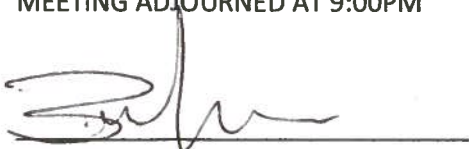
8 -VOLLEYBALL AREA AT THE COMMUNITY PARK – IS IN NEED OF REPAIR, LOGS NEED TO BE

REMOVED AND THE BURLING PIT IS FULL OF WATER – THESE COULD LEAD TO A LIABILITY

ISSUE. IF LOGGERS SPORTS ARE TO BE HELD IN 2016 AND FUTURE YEARS A PLAN TO CLEAN

UP THE AREA WILL BE REQUIRED.

MEETING ADJOURNED AT 9:00PM



BEV LORE



MARILYN BLISS

Kim Mushynsky

From: Salzl, Mark FLNR:EX <Mark.Salzl@gov.bc.ca>
Sent: February-01-16 9:45 AM
To: 'Kim Mushynsky'
Cc: Farrell, Shelagh M FLNR:EX; Gellein, Colleen FLNR:EX; Munt, Leonard A FLNR:EX; Muise, Sean FLNR:EX
Subject: RE: Mount Moresby logging issue

Hi Kim,

All applications for cutting permits, timber sale licences, salvage licences etc. are sent to the Solutions Table for review. My authorizations staff review the applications, and prepare a Briefing Note for the Solutions Table. The district's review process does not include referring the above forestry cutting applications to the communities. If harvest is near a village, then we would expect the licence applicant to have engaged with the Village, and their application would reflect any comments received.

If the Village of Port Clements has any specific installations or areas that they are concerned about, which they would like to be referred in the future (such as MMAC), they should list these in a letter to the licensees, and/or comment at the time that their Forest Stewardship Plan is available for public review. The current FSP is expiring in the fall of 2016—but the licensees are likely going to ask for an extension to that date (as there are some pending amendments to the HG Land Use Objectives Order).

If you need any help getting in touch with the licensees, please let me know, and I can provide their information. Or if you prefer, you could present a list of areas of concern to me, and I would forward them to the licensees. I would suggest engaging with the licensees directly would be well received, however.

So, in summary, the Haida Gwaii District does not send cutting applications to the communities for referral and comment. Licensees and BCTS may do that themselves—if they know about specific concerns—and would submit any comments they received along with their application to the District Office.

Please feel free to contact me if you have any questions.

~~~~~  
**Mark Salzl, RPF**

**Authorizations Officer**  
Ministry of Forests, Lands and Natural Resource Operations  
Haida Gwaii District  
Queen Charlotte, BC, CANADA  
Ph: 250 559-6206  
Fx: 250 559-8342  
Email: [Mark.Salzl@gov.bc.ca](mailto:Mark.Salzl@gov.bc.ca)  
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From: Kim Mushynsky [<mailto:cao@portclements.ca>]
Sent: Friday, January 29, 2016 2:37 PM
To: Salzl, Mark FLNR:EX
Subject: Mount Moresby logging issue

Mark:



February 1st, 2016

Mayor and Council
Village of Port Clements
PO Box 198
36 Cedar Avenue West
Port Clements, BC
V0T 1R0
Canada

To: Mayor and Council

A Radon Testing Project conducted by Shared Services BC (SSBC) and in partnership with the Public Service Agency and the BC Lung Association will be completed in the fall and winter of 2015/2016 in buildings owned and leased by SSBC. Your community contains at least one government building that will be part of the SSBC Radon Testing Project.

BACKGROUND

In 2007 Health Canada established a health guideline of 200 Bq/m³, above which action is recommended to reduce occupant exposure levels. There is no legislative requirement to test for radon in government buildings. SSBC is proactively initiating radon testing to protect occupant health. The Radon Testing Project will begin in a sample of government owned and leased residential and commercial buildings to test radon levels and to determine any requirement for mitigation.

WHAT IS RADON?

Radon is a colourless, odourless, tasteless gas produced by the radioactive decay of naturally occurring uranium. Uranium-bearing rocks and soils decay into radon gas, which migrates from underground to the surface of the earth where it is normally diluted with fresh air to very low concentrations. However, radon can also find its way into any building where the foundation is in direct contact with the soil. Indoors, radon can get trapped and accumulate to higher concentrations.

WHY IS RADON A CONCERN?

Radon has been shown to cause lung cancer over many years of exposure and is estimated to be the second leading cause of lung cancer, after smoking. The only known health impact from radon exposure is lung cancer.

IS YOUR COMMUNITY AT RISK?

Radon is found in all regions of British Columbia. Buildings included in the SSBC Radon Testing Project were not selected based on any known risk; rather, the project aimed to include a mix of building types in order to evaluate best practices in radon testing and mitigation.

QUESTIONS?

If you have questions or concerns regarding the SSBC Radon Testing Project please contact Mark Donaldson, SSBC Radon Testing Project Manager at 250.952.9330. For general information and resources on radon please visit the BC Lung Association's website at www.radonaware.ca or call 250.686.1597 and request the RadonAware Manager.

VILLAGE OF PORT CLEMENTS

Cheque Listing For Council

2016-Feb-10
2:03:39PM

Cheque #	Cheque Date	Vendor Name	General Ledger	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
160058	2016-01-29	Angela's Place-Social Cafe & I	10-2-24-80-10 10-2-31-90-00 30-2-41-40-10 40-2-42-90-60 10-2-12-99-30	20151230 20151230 20151230 20151230 2015-12-31	PAYMENT Fire Dept Common Water Sewer GWAIL TRUST CHRISTMAS FUNE	108.02 53.59 53.59 53.61 275.00	543.81
160059	2016-01-29	BAYVIEW MARKET	10-2-12-99-30	2015-12-31	PAYMENT GWAIL TRUST CHISTMAS FUND	1,150.00	1,150.00
160060	2016-01-29	CIVIC INFO BC	10-2-12-10-30	2016008	PAYMENT 2016 MEMBERSHIP	136.50	136.50
160061	2016-01-29	GOLDEN SPRUCE MOTEL	10-4-00-00-00	2015-12-31	PAYMENT BUSINESS FACADE	715.14	715.14
160062	2016-01-29	MEDICAL SERVICES PLAN	10-4-27-00-30	2016 JAN	PAYMENT MEDICAL SERVICES PLAN PREM	900.00	900.00
160063	2016-01-29	Mushynsky, Kim	10-2-12-10-20	20160122	PAYMENT FILING TRAINING IN QC	73.32	73.32
160064	2016-01-29	Stewart, McDannold, Stuart	10-2-12-10-50	71971	PAYMENT SEWER STATUTORY RIGHT OF \	1,238.57	1,238.57
160065	2016-01-29	VILLAGE OF HAZELTON	10-2-12-11-00	20160125	PAYMENT POSTAGE	4.30	4.30
160066	2016-01-29	WEIGUM, SHIRLEY	10-2-12-14-10 10-2-71-21-20 10-2-71-21-11 10-2-71-89-00	20160125 20160125 20160125 20160125	PAYMENT JANITORIAL SERVICES JANITORIAL SERVICES JANITORIAL SERVICES JANITORIAL SERVICES	493.50 270.25 258.50 152.75	1,175.00
160067	2016-01-29	XEROX CANADA LTD.	10-2-12-11-30	L17947491	PAYMENT LEASE INVOICE	483.59	483.59
160073	2016-02-05	BC HYDRO	10-2-34-00-15 40-2-42-90-40 10-2-34-00-40 10-2-19-00-00 10-2-32-50-00 10-2-24-70-10	2-JAN-16 2-JAN-16 2-JAN-16 2-JAN-16 2-JAN-16 2-JAN-16	PAYMENT WHARF SEWER SMALL CRAFT HARBOUR PW SHED STREET LIGHTS FIREHALL	164.46 15.32 1,894.79 252.03 1,329.27 303.72	3,959.59
160074	2016-02-05	BIG RED	10-1-53-20-10	15469	PAYMENT WEEKLY CONTAINER SERVICE	238.76	238.76
160075	2016-02-05	BLUE CROSS	10-4-27-00-30	331838	PAYMENT BENEFIT PREMIUMS	1,028.12	1,028.12
160076	2016-02-05	C. AND C. BEACHY CONTRA	30-2-41-40-01	10209	PAYMENT WATER LEAK, SAND, COUPLER	721.35	721.35
160077	2016-02-05	CIBC VISA	10-2-12-11-20	JAN 2016	PAYMENT BASECAMP	29.20	29.20
160078	2016-02-05	Misty Cedar , Web Developme	11-3-53-20-10	606	PAYMENT OFFICE NETWORK SUPPORT	3,750.00	3,750.00
160079	2016-02-05	MUNICIPAL INFORMATION S	10-2-12-11-10	20151938	PAYMENT SERVER TRANSFER	420.00	420.00
160080	2016-02-05	Northern Communications	10-2-24-70-10	32318-02012016	PAYMENT FIRE DISPATCH	163.07	163.07
160081	2016-02-05	ROOTHAM SERVICES GROU	11-3-53-25-00	2166	PAYMENT BIOMASS PROJECT	2,187.13	2,187.13
160082	2016-02-05	SHAROON SERVICES	11-3-53-25-00	1022	PAYMENT BIOMASS PROJECT	2,064.10	2,064.10

VILLAGE OF PORT CLEMENTS

Cheque Listing For Council

2016-Feb-10
2:03:39PM

Cheque #	Date	Vendor Name	General Ledger	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
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Total 20,981.55

*** End of Report ***



CIBC Account Statement

VILLAGE OF PORT CLEMENTS

For Jan 1 to Jan 31, 2016

Account number

93-00013

Branch transit number

00180

The names shown are based on our current records, as of February 3, 2016. This statement does not reflect any changes in account holders and account holder names that may have occurred prior to this date.

Account summary

Opening balance on Jan 1, 2016		\$111,123.39
Withdrawals	-	8,476.67
Deposits	+	3,610.85
Closing balance on Jan 31, 2016	=	\$106,257.57

Your authorized overdraft limit: \$189,510.00

Contact information

1 800 465 CIBC (2422)

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

TTY hearing impaired

1 800 465 7401

Outside Canada and the U.S.

1 902 420 CIBC (2422)

www.cibc.com

Transaction details

Date	Description	Withdrawals (\$)	Deposits (\$)	Balance (\$)
Jan 1	Opening balance			\$111,123.39
Jan 4	DEBIT MEMO SETTLEMENT: 0006 CIBC DATA CENTRE: 00	8,437.67		102,685.72
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		537.75	103,223.47
	DEBIT MEMO CHARGE FOR DEC CIBC EFT SERVICE CHARGE	39.00		103,184.47
Jan 6	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		60.00	103,244.47
Jan 11	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		50.00	103,294.47
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		100.00	103,394.47
Jan 18	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		2,250.00	105,644.47

(continued on next page)

F-2

CIBC Account Statement

Jan 1 to Jan 31, 2016

Account number: 93-00813

Branch transit number: 00180

Transaction details (continued)

Date	Description	Withdrawals (\$)	Deposits (\$)	Balance (\$)
Jan 18	Balance forward			\$105,644.47
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		138.00	105,782.47
Jan 22	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		180.00	105,962.47
Jan 25	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		295.10	106,257.57
	Closing balance			\$106,257.57

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

This rule does not apply to improper credits to your account. Your rights under your business account operation agreement to verify and notify CIBC of account errors, omissions or irregularities do not apply to this statement which is for information or replacement purposes only.

*Foreign Currency Conversion Fee:

If you withdraw foreign currency from a bank machine located outside Canada, you are charged the same conversion rate CIBC is required to pay plus an administration fee, which is disclosed in the CIBC's current *Business Account Service Fees* brochure, a copy of which is available at any CIBC branch in Canada (this is in addition to any transaction fee applicable to the withdrawal and the network fee).

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Kim Mushynsky

From: Louis, Doug FLNR:EX <Doug.Louis@gov.bc.ca>
Sent: February-03-16 11:19 AM
To: 'Kim Mushynsky'
Subject: RE: Fabulous Festivals and Events Funding Application

Before the end of February would be good. Is that pushing it?

Douglas-Mark Louis

From: Kim Mushynsky [<mailto:cao@portclements.ca>]
Sent: Wednesday, February 3, 2016 11:14 AM
To: Louis, Doug FLNR:EX
Subject: RE: Fabulous Festivals and Events Funding Application

I am sure we can do that. What is your deadline for submission? Unfortunately we just had a Council meeting on Monday so our next meeting isn't scheduled until February 15th. Can you wait until the 16th for the letter of support? If not I can send out a request for an e-vote from Council and hopefully a quorum will respond so I can move forward on it sooner.

Kim Mushynsky

From: Louis, Doug FLNR:EX [<mailto:Doug.Louis@gov.bc.ca>]
Sent: February-03-16 11:10 AM
To: Kim Mushynsky; Lori Wiedeman; XT:Masset, Village ENV:IN
Subject: Fabulous Festivals and Events Funding Application

Good Day All

I am in the process of asking for funding through Northern Development, Fabulous Festivals and Events program. It requires that I identify a municipality or regional district that is providing a resolution of support for this funding application.

Can the Tlell Fall Fair get your support in applying for \$2,500 from Northern Development Initiative Trust to help with the operations of the 2016 Tlell Fall Fair?

Thank you in advance for your support.

Doug Louis
President, Tlell Fall Fair
The Earliest Fall Fair in BC

ACTION ITEMS

<u>#</u>	<u>Date</u>	<u>Description</u>	<u>Lead</u>	<u>Follow up</u>
A16	15-10-2012	Bus Shelter	Staff	Councillor O'Brien Anderson expressed an interest in perhaps taking this on as a project
A21	15-07-2013	Drainage concern at far end between Park & Tingley include Yakoun Lane in drainage issue	Gaspar	Develop a plan for addressing this issue
A25	28-01-2014	Biomass heating system for Multiplex	Administrator	Commissioning to occur week of Feb. 8, 2016
A26	17-02-2014	Historic Councillor Plaque(s)	Administrator	Some plaques up - more as time permits
A27	05-05-2014	Park Management Committee	Administration	Finalize park management plans after results from questionnaire have been reviewed.
A30	19-10-2015	Mural for Community Hall (Community Futures)	Administration	2016 Strategic Planning process