



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

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7:00 p.m. Regular Meeting of Council Monday, February 17, 2014

**AGENDA**

1. ADOPT AGENDA.
2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS.  
D-1-Cpl Breckon – quarterly policing report to December 31, 2013
3. MINUTES.  
M-1-Regular meeting of Council Monday, February 3, 2014  
M-2-Centennial Committee meeting Tuesday, January 7, 2014  
M-3-Barge Sub-Committee meeting Thursday, December 19, 2013  
M-4-Emergency Planning Committee Thursday, November 7, 2013
4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS.
5. ORIGINAL CORRESPONDENCE.  
C-1-Port Clements Community Hall Society request for Grant in Aid
6. GOVERNMENT.
7. FINANCE.  
F-1-Cheque Listing to February 12, 2014  
F-2-Northern Savings Credit Union January 2014 bank statement  
F-3-Canadian Imperial Bank of Commerce January 2014 bank statement
8. NEW BUSINESS.  
NB-1-Bylaw #403, 2014, to establish fees, rates, and charges for municipal services, rentals and sales, reconsider and adopt  
NB-2-Bylaw #409, 2014, to establish fees, and regulations for the use of the Port Clements Wharf and Small Craft Harbour, 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup>, readings  
NB-3-Report to Council – Recognition of Past Council Members  
NB-4-Report to Council – Midwife privileges at Masset hospital  
NB-5-A Resolution in Support of a National Dementia Strategy
9. ACTION ITEMS.  
A-1-See Attached
10. REPORTS & DISCUSSIONS.
11. QUESTIONS FROM THE PUBLIC & PRESS.

ADJOURNMENT.

# **Masset Detachment**



## **Quarterly Policing Report October 1st, 2013 to December 31st, 2013**

Prepared By: Cpl. Glen BRECKON  
Operations NCO  
2014-01-07

## INTRODUCTION

Please find a summary of the activities of the Masset RCMP Detachment for the period of October 1st to December 31st, 2013.

## HUMAN RESOURCES

The Masset RCMP Detachment consists of 9 Regular Members, 2 Public Service Employees and 1 Casual Employee along with 7 guards. The detachment is currently at full strength however changes are currently underway with two promotional transfers. Further human resource changes will be coming this Spring and Fall as the detachment is scheduled to see up to five members transfer out by Fall. This will result in the detachment running short staffed for some periods of time as incoming / outgoing transfers and relocations take place.

In December 2013 Sgt. Blake WARD learned he was being promoted to Staff Sergeant as the Detachment Commander in charge of 100 Mile House Detachment. Sgt. WARD is expected to be leaving Masset around the middle of February 2014. It appears at this time that the Detachment Commander position for Masset will be filled by way of promotion. This process may take several months to complete. In the meantime Cpl. Glen BRECKON will take on the role of the acting Detachment Commander until a replacement is found.

Cst. Cory ABBOTT has recently been promoted to Corporal at the Terrace RCMP Detachment and is expected to transfer out of Masset in March / April 2014 to assume his new position.

Cst. Patrick HIGGINS has been transferred to Pond Inlet in the Nunavut Territory. A replacement has already been identified for Cst. HIGGINS. The incoming member is Cst. Matthew COXFORD and will be coming from Alexis Creek with his young family. Cst. Matthew ZUCCOLLO will also be transferring out of Masset this Spring, and no replacement has been identified yet.

Mrs. Kim WYLIE one of the detachment Public Service Employees will be off from the middle of January until the beginning of May. The Masset RCMP is working on a finding a temporary full time replacement to fill the void. The detachment is hoping to fill this position with a local resident.

Masset Detachment currently consists of the following positions. Each member filling those positions is listed below:

Detachment Commander:	Sgt. Blake WARD
Detachment Operations Supervisor:	Cpl. Glen BRECKON
Provincial Detachment Investigators:	Cst. Bryan SCHULTZ Cst. Cory ABBOTT Cst. Mathew ZUCCOLLO Cst. Patrick HIGGINS Cst. Cst. Martin SCHMIDT
First Nations Policing Investigators:	Cst. Chris KIENZLE Cst. Calvin AIRD
Detachment Services Assistants:	Mrs. Shirley KRICHELDORF Mrs. Kim WYLIE
Casual Employee:	Mrs. Karen MacKAY

## **DETACHMENT CHANGES**

The new CCVE video system has been installed and is working. There are now approximately 30 cameras inside and outside the detachment which record 24 hours a day. The video is retained for two years before it is recycled. There is no access for RCMP members to alter / delete this video. The video can only be retrieved for viewing purposes and making digital copies. This CCVE system will provide great accountability to the Masset RCMP and detachment members are in favor of this as it tends to protect RCMP members from malicious complaints made in bad faith.

The detachment itself has seen some minor renovations inside including a man door between the two secure bays. The boat shed is complete except for some minor repair issues that need to be fixed. The RCMP boat, UTV and ATV's are currently being stored in the shed. An upgrade has also been made to the heating system for the boat shed and is working very well.

The new house on Trumpeter is almost complete, and is just awaiting some finishing work before it is completely finished and move in ready.

## **TRAINING**

In October Cst. Bryan SCHULTZ attended Radar and Approved Screening Device Training in Terrace. These are two courses provided to new members to assist them in conducting traffic and impaired driving investigations.

In November Cst. Chris KIENZLE attended Police and Public Safety Instructor Training. This training allows the member to act as an instructor for Baton, OC Spray, Carotid Control and the RCMP Incident Management Intervention Model. These are mandatory training areas for the RCMP and having instructors on Haida Gwaii allows for timely re-certifications.

In December Cst. Calvin AIRD attended Immediate Action Rapid Deployment training. This training allows officers to respond in the case of an active shooter.

The detachment will be looking to send a member on the Intoximeter Course as the only trained operator Cst. HIGGINS is transferring. The intoximeter is the instrument used for blood/alcohol detection in impaired driving investigations.

## **FINANCIAL MANAGEMENT**

The Masset RCMP is on track budget wise for the time being. There is money in the overtime budget which should be sufficient until the end of the year. Vehicles and court cases have proven costly to the detachment this year. Several of the Masset police vehicles have required some significant repairs this year. The detachment commander has been working with the Post Garage in an effort to replace these vehicles early to minimize further costly repairs. That said there are no vehicle replacements in place at this time. There have also been several costly court cases so far this year. The costs are associated to bring numerous police officers back to Masset for court appearances on multiple occasions. Court costs are hard to plan for as they are unforeseen and typically there is not much in the way of prior notice until the costs are incurred.

## **ANNUAL PERFORMANCE PLAN**

This last quarter saw the 3<sup>rd</sup> quarter of our 2013-14 Annual Performance Plan come to a close. This included our detachment priorities and initiatives. Throughout the months of Jan to

Mar 2013, Sgt. WARD consulted with various communities and stakeholders and with input from North District and the Province of British Columbia, it was determined that this year's priorities for Masset Detachments would be: 1. Drug – Substance abuse, 2. Contribute to Safe Roads, 3. Crime Reduction – Reduce Property Crime by 5%, and 4. Respectful Workplace. The following are the 2013/14 priorities, initiatives and present target status at the end of the 3rd Quarter:

### **I) REDUCE THE ABUSE OF DRUGS**

Three different initiatives were developed to target drug abuse within Northern Haida Gwaii. The first two initiatives focus on increasing the knowledge and awareness of illicit drugs and their abuse. The more information the general public have, the more prepared they are to take steps to reduce the drug abuse within our communities. The first initiative is to increase the number of drug presentations conducted by each member from 3 per member last year to 4 per member or a total of 28 for the detachment for the 2013/14 year. These presentations are to be conducted both in the schools and to any groups or organizations wanting to learn more about drugs and their effects. The second initiative is to provide monthly media releases containing drug issue content. These media releases may speak to recent investigations or focus on specific drug information. The third initiative is to conduct street checks on persons associated to known drug dealers and traffickers. This initiative requires the compilation of specific information such as names, addresses, and vehicles/ vessels. The goal is to have each member conduct street checks with the intent to gather more knowledge on the possible suspects. The checks would be tracked with the information shared amongst the entire detachment.

At the end of the third quarter we are on track to meet are target in all areas but the total number of targeted street checks. The DARE program is being taught by RCMP members in Port Clements Elementary and Tahayghen Elementary. This is a weekly class presentation on drug and alcohol resistance education. We are currently in the process of planning a community drug presentation with the Healthy Communities Community Consultative Group. Media Releases on drugs will continue to be fanned out when appropriate.

<b>Measure</b>	<b>From</b>	<b>To</b>	<b>Date</b>	<b>Data Source</b>	<b>Target Status</b>
# of drug awareness presentations per member	3	4	2014-03-31	PRIME/ Log sheet	3.29
Media releases on Drugs	0	12	2014-03-31	Media Admin File	8
# of targeted street checks /per member	0	40	2014-03-31	PRIME	14

### **II) CONTRIBUTE TO SAFE ROADS**

Road Safety continues to be an area where people would like to see more efforts placed. A number of people expressed concerns in regards to bike and pedestrian safety. Masset RCMP has responded by developing 3 initiatives which aim at increased traffic enforcement and compliance. The first initiative is to track the number of provincial traffic offences – whether they are tickets or warnings, for each member with a goal of attaining 32 per member. The second initiative is to increase the number of high visibility checkstops focusing on specific

items such as alcohol consumption, seatbelts, or driver's license and insurance. The target is to have each member participate in at least 3 checkstops per quarter or a total of 12 per member for the year. The final Road Safety initiative is for each member to conduct high visibility enforcement in speed zones or other identified problem traffic areas. Each member is to conduct 4 per quarter for a total of 16 for the year.

At the end of the quarter we are on track to meet most of our targets for the year. Check stops and high visibility enforcements were up significantly this quarter, specifically in December. This was expected as it was the Christmas drinking and driving counterattack campaign season.

Measure	From	To	Date	Data Source	Target Status
Increase in provincial traffic offences per member	0	32	2014-03-31	PRIME	17.71
Increase the number of high visibility checkstops per member	0	12	2014-03-31	LOG SHEET	9.43
Increase speed zone enforcement per member	0	16	2014-03-31	LOG SHEET	8

### **III) CRIME REDUCTION STRATEGY – REDUCE PROPERTY CRIME – 5%**

Masset's overall crime reduction strategy incorporates the Provincial Government's goal for the RCMP to reduce property crime within the province by 5%.

The Masset RCMP has an offender board which is updated regularly. This board contains the profiles of prolific offenders in the Masset Detachment area and provides awareness to members. In order to track this initiative, Masset RCMP continues to monitor the number of founded property crime offences and compare them to the same time period of the previous year. During this third quarter of 2013/14, founded property offences have increased from 22 to 32. Founded offences are those in which an actual confirmed offence took place. In reviewing these files, the increase in property crime is in the area of thefts from unlocked vehicles. In response Masset RCMP have initiated the "Lockout Auto Crime" program which aims to educate people about locking their vehicles and removing valuables. Other property offences such as Break and Enters, thefts and mischief's have remained relatively the same as last year. On a positive note, 12 of the 32 founded property crimes this quarter were solved as opposed to 4 of 22 the year before.

The second crime reduction initiative is to continue conducting probation and curfew compliance checks. Each member is to conduct checks for compliance with release conditions on various people within the communities. The goal is to have each member conduct 5 checks / quarter for a detachment total of 140 checks throughout the year.

At the end of the third quarter we are slightly off track to meet our property crime target. We are also down on our target for number of conditions checks. As with the second quarter of 2013 there were still very few people on conditions in the Masset area, and thus only so many checks can be conducted. That said the purpose of this Crime Reduction Strategy is to hold prolific offenders accountable. In this regard Masset RCMP utilized offender board information

and conditions checks to have two prolific offenders removed from Haida Gwaii this quarter. These prolific offenders accounted for a significant amount of violence and property crime in Masset, and incidents of both have decreased since these prolific / chronic offenders have been removed from Haida Gwaii.

Measure	From	To	Date	Data Source	Target Status
Reduction of property related crimes by 5% from last year	100 %	95%	2014-03-31	PRIME	+45%
Condition checks	0	140	2014-03-31	STAT SHEET	73

#### IV) RESPECTFUL WORKPLACE

Nationally, the RCMP has been in the media for various work related issues over the last few years and would like to take steps to address it. The Commissioner has requested the engagement of every employee in doing their part in ensuring the workplace is a respectful and enjoyable workplace for all. In order for Masset Detachment to ensure that their office meets the same criteria, Masset members will undertake a number of activities to increase their awareness of suitable workplace behavior. From remarks in a recent detachment survey, there is no concern of any mistreatment presently occurring within Masset Detachment, however all staff need to be made aware of potentially improper or inappropriate behavior and the steps to address it.

In November Masset RCMP members completed a “leadicator” survey. The results of the survey were discussed at the detachment meeting held on December 4, 2013. The survey was designed to establish internal employee satisfaction within their place of employment.

Measure	From	To	Date	Data Source	Target Status
Increase awareness of suitable behavior in the workplace	0	100	2014-03-31	Survey	0

#### STATISTICS

Overall the Masset RCMP has seen fewer calls for service this year as compared to last year. For the period of October 1st to December 31st 2013, the Masset RCMP had 348 calls for service as compared to the same period in 2012 which was 363. This is a 4.3% drop in calls over the same period in 2012. To put it in perspective this 3<sup>rd</sup> of 2013 quarter saw more calls for service than the 2<sup>nd</sup> quarter (Summer) of 2013 at 346.

There are two areas seeing significant change. The first is the 116% increase in calls for service in “Other” areas. This increase is almost completely in the Tow Hill area and is mostly property related offences. The second area is a significant decrease in “Other Criminal Code” files. This can be attributed to the fact that the Masset RCMP no longer creates a call for service when doing a condition check. Crimes against persons are down 27.6% which is a positive sign. Crimes against persons included assaults, robberies and sexual offences.

The number of prisoners lodged in Masset cells during this reporting period also

experienced a drop. From October 1st to December 31st, 2013, Masset RCMP lodged a total of 33 prisoners as compared to 42 during the same period in 2012. This is a decrease of 21.4%.

The calls for service were broken down as follows:

	<u>2012 (Q3)</u>	<u>2013 (Q3)</u>	<u>Difference</u>
Village of Masset	252	221	- 12.3 %
Old Massett (includes New Town)	66	59	- 10.6 %
Village of Port Clements	27	29	+ 7.4 %
Other (Outside Village Limits)	18	39	+116.0 %

	<u>2012 (Q3)</u>	<u>2013 (Q3)</u>	<u>Difference</u>
Crimes against the Person	29	19	- 27.6 %
Crimes against Property	35	47	+34.3 %
Other Criminal Code	85	28	- 67.1 %
Controlled Drug and Substance	14	8	- 42.9 %
Other Federal Statutes	5	8	+ 60 %
Provincial Statutes	65	70	+ 7.7 %
Other	191	213	+11.5 %
Traffic (C.C.C)	12	11	- 8.3 %

### **COMMUNITY POLICING PROGRAMS**

Masset RCMP fully endorses community activities and continues to participate whenever possible, whether on duty or off, as noted below.

- The Caring Sharing Lunch - St. Johns Church in Old Massett.
- The Adult Drop In Program - the Elders Center in Old Massett.
- Being an active participant on the Coordination for Community Safety Committee.
- Being an active participant in the Healthy Communities Society which is the recognized Community Consultative Group designated through the Community Tripartite Agreement with Old Massett Village Council.
- Remembrance Day Celebrations
- Indigenous Communities Safety Project.
- Haida Gwaii Recreation – Children’s Program.

Over the Christmas Season members took part in numerous dinners and community events and were proud to wear their Red Serge to serve the communities breakfast and dinner on a number of occasions.

### **YOUTH / SCHOOL LIAISON PROGRAM**

Below are the school liaisons officers to each school. The role of these officers is to try and bridge the gap between our youth and the RCMP members. Members are further encouraged to participate in after school programs and activities whenever possible.



School Liaison Program:

Chief Matthews School -

Tahayghen Elementary School -

George M Dawson High School -

Port Clements Elementary School -

Cst. Chris KIENZLE/ Cst. Calvin AIRD

Cst. Mathew ZUCCOLLO/ Cst. SCHMIDT

Cst. Bryan SCHULTZ / Cst. Cory ABBOTT

Cst. Patrick HIGGINS

**CONCLUSION**

This third quarter saw us over the Christmas Holidays and into a new year. This coming quarter will see a change in detachment command however business should remain as usual for the Masset RCMP Detachment, and residents should expect a high level of police service from their RCMP members.

Overall calls for service remain down, however property crimes have risen. We hope through education that we can see a decrease in these crimes of opportunity. The positives we see from this are that we are solving a large number of these property crimes, and successfully employing crime reduction strategies to remove prolific offenders from the communities.

As always, if you have any questions comments or concerns about anything please feel free to contact Sgt. Blake WARD, myself or any member for that matter. We look forward to discussing this Quarterly Report with you in the near future.

Thank you,

Cpl. Glen BRECKON  
Operations NCO  
Masset RCMP



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**Minutes of the Regular meeting of the Port Clements Council held February 3, 2014 in the Council Chambers.**

Present:

Mayor Cheer

Councillor Gould

Councillor Falconbridge

Councillor Thomas – arrived at 7:15pm

CAO Kim Mushynsky

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

**1. ADOPT AGENDA.**

2014-036 - Moved by Councillor Falconbridge, seconded by Councillor Gould

THAT the agenda be adopted with the following additions – BA-1 Approval of Manzanita's bill, BA-2 Village of Masset request for support, NB-3 Old Massett Village Council Health concerns, opening of tenders at the beginning of the meeting and delete Delegate Cpl Breckon who will appear at the February 17<sup>th</sup> meeting.

**CARRIED**

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

Opened bids on the 2002 Ford F350 and the 1993 Ford Rescue Truck. Bids were as follows:

Dave Pottinger bid on 1993 Rescue Truck	\$2,500.00	Successful
Clint Beachy bid on 1993 Rescue Truck	\$2,100.00	
Clint Beachy bid on 2002 Ford F350	\$ 600.00	Successful
Benrich Contracting bid on 1993 Rescue Truck	\$2,350.00	
Eric O'Higgins on 1993 Rescue Truck	\$1,500.00	

2014-037 – Moved by Councillor Falconbridge, seconded by Councillor Gould

THAT we award the bid for the 1993 Rescue Truck to Dave Pottinger and the 2002 Ford F350 to Clint Beachy

**CARRIED**

**3. MINUTES.**

M-1 – Regular Meeting of Council Monday January 20, 2014

2014-038 – Moved by Councillor Falconbridge, seconded by Councillor Gould

THAT we accept the Regular Council meeting minutes from January 20, 2014 meeting as presented.

**CARRIED**

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

BA-1 – Manzanita Snow's invoice for cartoon map

2014-039 – Moved by Councillor Falconbridge, seconded by Councillor Gould

THAT we approve the invoice for payment.

**CARRIED**

BA-2 – Village of Masset request for letter of support

2014-040 – Moved by Councillor Falconbridge, seconded by Councillor Thomas

m-1

THAT we send a letter of support to the Village of Masset for their paving project.

**CARRIED**

**5. ORIGINAL CORRESPONDENCE.**

C-1 –Northern Development Initiative Trust 2014 Business Façade Program

2014-041 – Moved by Councillor Thomas, seconded by Councillor Falconbridge

THAT we receive and file the program approval.

**CARRIED**

C-2 – Northern Development Initiative Trust Weight Room upgrades

2014-042 – Moved by Councillor Thomas, seconded by Councillor Falconbridge

THAT we receive and file the program approval.

**CARRIED**

**6. GOVERNMENT.**

**7. FINANCE.**

F-1 – Cheque listing to January 29, 2014

2014-043 – Moved by Councillor Falconbridge, seconded by Councillor Gould

THAT we accept the cheque listing as presented.

**CARRIED**

**8. NEW BUSINESS.**

NB-1 – Report to Council – 2014 Training Opportunities

2014-044 – Moved by Councillor Gould, seconded by Councillor Falconbridge

THAT we approve the recommendation for 2014 Training.

**CARRIED**

NB-2 – Bylaw #403, 2014 – To establish fees, rates and charges for Municipal services, rentals and sales

2014-045 – Moved by Councillor Falconbridge, seconded by Councillor Thomas

THAT we do 3<sup>rd</sup> reading for Bylaw #403, 2014.

**CARRIED**

NB-3 – Old Massett Village Council Healthcare Concerns

2014-046 – Moved by Councillor Gould, seconded by Councillor Falconbridge

THAT we open this for discussion.

**CARRIED**

2014-047 – Moved by Councillor Gould, seconded by Councillor Falconbridge

THAT we receive the correspondence and direct the Administrator to obtain more information and report back to Council.

**CARRIED**

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**9. ACTION ITEMS:**

**10. REPORTS AND DISCUSSIONS.**

Mayor Cheer – EPC mtg, Barge mtg, Strategic Planning mtgs, St. Mark's Ceremony, Protocol this Wednesday

Councillor Falconbridge – EPC mtg, Strategic Planning mtg, Tsunami 101 next Wednesday

Councillor Thomas – Strategic Planning mtgs, Barge mtg, Community Futures mtg.

Councillor Gould – no report

Administrator – EPC mtg, Barge mtg, Strategic Planning mtgs, SCH next Tuesday, submitted 2 grant applications for weight room upgrades to supplement NDI funding

2014-048 – Moved by Councillor Falconbridge, seconded by Councillor Gould

THAT we move to in-camera per CC 90(1)(i)

**CARRIED**

**ADJOURNMENT.**

2014-049 - Moved by Councillor Gould, seconded by Councillor Falconbridge  
THAT the meeting be adjourned at 8:00pm

**CARRIED**

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Wally Cheer,  
Mayor

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Kim Mushynsky,  
Clerk/Treasurer

**CENTENNIAL COMMITTEE**  
**Minutes of the regular meeting of the Centennial Committee**  
**Tuesday, January 7, 2014**

Present:

Mayor Wally Cheer  
Angela Mielecki

Councillor Ian Gould  
Brigid Cumming

Joan Hein  
Burneta Decembrini

Deputy Clerk/Treasurer Sharon Ferretti

Mayor Wally Cheer called the meeting to order at 7:13 p.m.

**1. ADOPT AGENDA.**

It was moved by Joan Hein, seconded by Councillor Gould  
THAT the agenda be adopted as presented.

**CARRIED**

**2. MINUTES.**

M-1-Regular meeting of Centennial Committee Tuesday, December 17, 2013

It was moved by Angela Mielecki, seconded by Councillor Gould  
THAT the minutes be accepted as presented.

**CARRIED**

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

BA-1-Report from Council – Moving forward on the Canada Post cancel postage stamp was approved by Council.

BA-2- Church Service Event Preparation

Recording of service approval is pending; Service pamphlet being created collaboratively by Brigid Cumming and Bruneta Decembrini; Date of Sunday, January 12<sup>th</sup> set for volunteers to gather to clean St. Mark's church. Councillor Gould will contact Barry Wijdeven concerning videotaping the service; Angela Mielecki will bring a backup video recorder if Barry is unable to do it. Brigid Cumming will create and post the posters to be posted around Port Clements informing residents and visitors of the service taking place on Saturday, January 25<sup>th</sup>.

Sharon Ferretti to ensure notices posted in the Village's space with the Haida Gwaii Trader, and the Jan 16<sup>th</sup> and 23<sup>rd</sup> issues of The Observer. Councillor Gould committed to work required, including moving chairs, if the balcony at St. Mark's will be used. Mayor Cheer will contact Dennis Reindl or Wayne Nicol with highways concerning highway signage due to the church service.

BA-3-Action Plan Updates

See attached.

Working Group consisting of Mayor Cheer, Councillor Gould, and Angela Mielecki will work alongside the elementary school and the Community Groups concerning guidelines as to the contents of the Time Capsule.

#### 4. ORIGINAL CORRESPONDENCE

##### C-1-New Quote information

It was moved by Councillor Gould, seconded by Angela Mielecki

THAT we forward to Council a request for approval of quote 00662 submitted by Advantage Printers for 1000 copies of the centennial cartoon map, in the form of pads of 50 maps.

**CARRIED**

##### C-2-Port Coquitlam's 100<sup>th</sup> Wrap Up

Committee agreed to receive and file this item.

Mayor Cheer noted that we have a sister community that once the cartoon map is available, he will do a letter and send along with a copy of the map and possibly a calendar too.

Mayor Cheer further stated a press release will be given towards the end of this year.

#### 5. GOVERNMENT

#### 6. NEW BUSINESS

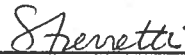
#### 7. REPORTS & DISCUSSIONS.

Next meeting will be held Tuesday, February 4, 2014.

Councillor Gould motioned to adjourn at 9:00p.m.



Mayor Wally Cheer, Chair



Sharon Ferretti, Deputy/Clerk Treasurer

## Village Of Port Clements Centennial Committee

### Jan Action Plan 2014

#	ITEM	IMMEDIATE ACTION	RESOLVE	DONE?
2	Armed Forces Group at UBCM	Talk with the group while at the UBCM For Canada Days will bring vessel + do recruitment. Baseball game between crew & Port guys	Response received from Marie Ormiston; unable to commit just yet to providing a vessel for Canada Days; consider a fly over request.	In progress - Wally
5	Crossword Puzzle	To be published in a newsletter for 2014. Possibly have prize for first correct submission; submitted by deadline date	Brigid currently working on; Kim Mushynsky, Administrator to touch base with Brigid. Deadline: Feb.	
6	Postage Cancel Stamp	Have a commemorative Canada Post cancel stamp produced	Canada Post will do for free; 6 weeks from start to finish Committee chose wharf + tree drawing.	Joan Hein has submitted to Canada Post
7	Bottled Water	Personalized labels commemorating Centennial Year Angela obtained quote from Ripple FX Water Inc. Council approved up to \$5,000 for two pallets.	Angela will design and submit label at next Centennial meeting. Will use Village logo & add to that.	Angela - In progress
9	Stage Design	Recreation Commission will be getting two quotes for design and costs	Meeting with Brian O'Hara for final approval of plans before deadline of Dec 9 <sup>th</sup> .	Nothing reported for Jan 7, 2014
10	Parade Float	Decide on idea and design. Needs to be ready in time for Hospital Days in Queen Charlotte-early June 2014. Wally will check with Ben van der Beke re: to scale carved Mosquito Bomber; when would need to start to meet our timeline.	Ben very excited; is contemplating on the idea for now. FLOAT IDEA: logging 'time line' of tree and equipment Possible Funding from Community Futures + Gwaii Trust	Pending
13	St. Mark's Choir service	<ul style="list-style-type: none"> <li>- Line up participants for December 2014 to do a Christmas Carol service</li> <li>- Approach Principal of PCES re: Kazamir &amp; school kids music program</li> </ul>	Check availability closer to December 2014	July
14	Fireworks for 100 <sup>th</sup> Celebrations	Funding available only if the fireworks are done on July 1 <sup>st</sup> itself. In our area it is not dark enough until quite late. October 31 <sup>st</sup> good as kids are out + dark early enough; but concern is potentially unsafe weather conditions.	Require licencing to do public display. Possibility of Corporate Sponsorship. Consider using non-industrial grade; have firemen available	Pending
16	Cemetery	Tie in with 100 <sup>th</sup> Celebrations establish a Memorial Wall as a wrap up to the 2014 year.	Village needs to obtain ownership of cemetery. Multiple year process is at a stand still.	
17	Time Capsule	School and Community Groups, in conjunction with Centennial Working Group, will complete this project. Timeline suggested to be May 2014. Large container size measuring 22" w x 28.5" deep. Need a bronze plaque to withstand vandalism.	Mayor Cheer to provide the school with a letter siting this request. Mayor Cheer will research purchasing a container.	Wally
19				



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Email : office@portclements.ca  
Web : www.portclements.ca

**Minutes of the Barge Sub-Committee meeting of the Port Clements Council held Thursday December 19, 2013 in the Council Chambers at 4:30pm**

Present:

Mayor Cheer

Councilor Thomas

CAO Kim Mushynsky

Mayor Cheer called the meeting to order at 4:30pm

ADOPT AGENDA

DELEGATION

MINUTES

M-1 – October 28, 2013 Barge Committee Minutes

MOVED by Councilor Thomas, seconded by Mayor Cheer

THAT we accept the October 28, 2013 minutes as presented.


CARRIED

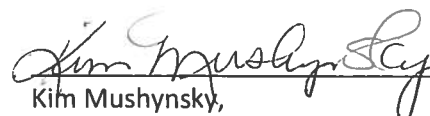
NEW BUSINESS

NB-1 – Update

The Administrator gave an update of activities since the last meeting. Funding applications are in to NDIT, WED & Gwaii Trust. The Site Alteration Permit has been approved so the Crown Grant can now be finalized.

Meeting adjourned at 4:50pm.

  
Wally Cheer,  
Mayor

  
Kim Mushynsky,  
Chief Administrative Officer





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 from the November 7, 2013 Emergency Planning Committee Meeting  
Council Chambers

Present:

Chair – Kaz Falconbridge  
Jane Wilson – Emergency Co-ordinator  
Kim Mushynsky – CAO  
Mr. Schultz – RCMP  
Craig Beachy – Fire Chief  
Sue Couch - Volunteer

Marilyn Bliss - volunteer  
Ryan Brown – Fire Department  
Blake Ward – RCMP  
Colleen Beachy – volunteer  
Eric O'Higgins – volunteer

The meeting was called to order at 7:00pm

1. ADOPT AGENDA

Moved by Eric O'Higgins, seconded by Marilyn Bliss that the agenda be adopted as presented.

**CARRIED**

2. MINUTES

M-1 – August 29, 2013 Minutes

Moved by Colleen Beachy, seconded by Blake Ward that the minutes from the August 29, 2013 Emergency Committee meeting be accepted as presented.

**CARRIED**

3. BUSINESS ARISING & UNFINISHED BUSINESS

BA-1 – Emergency Plan Review

Committee reviewed the plan and made a number of recommendations/corrections. A new draft will be completed and sent out for final review prior to the end of November.

BA-3 – Notes from discussion with Maurie Hurst EMBC

4. CORRESPONDENCE

5. NEW BUSINESS

6. REPORTS

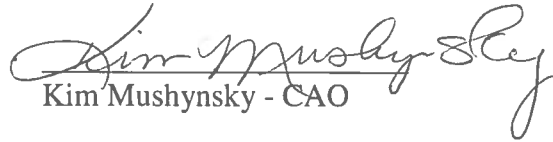
Update since the August 29<sup>th</sup> Meeting presented by CAO

7. ADJOURNMENT

Moved by Ryan Brown to adjourn.

Adjourned at 8:30pm

  
Kaz Falconbridge – Chair

  
Kim Mushynsky - CAO

## **Port Clements Community Hall Society**

PO Box 525, Port Clements, BC V0T 1R0

Phone: 250 557 4313 email: portclementshall@gmail.com

January 30, 2014

Village of Port Clements Council  
Port Clements, BC V0T 1R0

Re: Grant in Aid

Dear Mayor and Councillors;

We would like to thank the VOPC for the support we have received in the past year. Especially, your assistance in providing an accessible washroom facility the help with the hosting of the Senior games and subsequent events in a more inclusive manner. Meanwhile, over the five year period since the Port Clements Community Hall Society took over operation of the Hall, we have managed to install a new furnace, rebuild the entry footings, walls and floors, install a new insulating curtain for the stage and undertake numerous small but necessary projects to maintain the building.

In 2014 we are attempting to continue with work on the Community Hall, including a new roof, installing insulation, heat pumps, as well as kitchen and bar upgrades. We have applied for grants from several sources, with some positive results already to help us with these projects. To date, however, most expenditures have been paid directly from rental, fundraising event, and community donation revenues. Very little outside monies from any grants or otherwise have been used.

We are still faced with the continuing challenge of trying to do this necessary work to maintain and improve the building while most of the money we can raise from the community goes to pay for the utilities of fuel, power, and telephone.

We have been hosting 4 events per year as fundraisers, and seem to have hit a ceiling as to how much the local community is able to donate. Attached please find a spreadsheet with the expense vs revenue statement for the year 2013.

As the Community Hall serves a valuable function in the social and political life of Port Clements and Haida Gwaii (our functions are attended by people from all communities) we are asking that Council consider helping our efforts with an annual grant in the 2014 budget to help us with our expenses for utilities. This would assist us in fundraising for maintenance work, as the many donors could see more actual results from their donations, and allow us flexibility during the winter to embark on small projects without concern for maintaining a large reserve to cover possible high expenses.

The PCCHS understands the limitations of the Village budget, but we feel the importance of having the facility available should justify an amount of \$5000 per year to cover these basic expenses. This amount, is less than is raised by private donations. An annual grant would help address concerns of extending the liability of the Village, and allow for annual review should our continued work actually decrease our operating expenses by the use of heat pumps and insulation. We would also maintain our

## **Port Clements Community Hall Society**

PO Box 525, Port Clements, BC V0T 1R0

Phone: 250 557 4313 email: portclementshall@gmail.com

due diligence in keeping the bills as minimal as possible by turning down the heat and saving energy whenever possible, as we have been doing.

The Community Hall stands strong in the Village of Port Clements, and it is the Society's hope that it will continue to do so for years to come. We ask for your assistance with the sincere hope that the VOPC will make it a priority to fit this into the budget.

Please do not hesitate to contact myself or Doug Daugert if you have any questions or concerns, and we look forward to your reply.

Sincerely,

VIA EMAIL

Brock Storry  
Chairman  
Port Clements Community Hall Society  
[maggie@haidagwaii.net](mailto:maggie@haidagwaii.net)  
cell: 250 637 1996

EXPENSES AND REVENUES		2013 - 2014		EXPENSES	REVENUES
YEAR TO DATE				AMOUNT	AMOUNT
	DATE		DESCRIPTION		
	03-31-13		YEAR TO DATE	\$1,386.57	\$5,937.00
	04-30-13		YEAR TO DATE	\$1,406.54	\$100.00
	05-31-13		YEAR TO DATE	\$650.00	\$100.00
	06-30-13		YEAR TO DATE	\$1,616.21	\$210.00
	07-31-13		YEAR TO DATE	\$815.87	\$2,330.00
	08-31-13		YEAR TO DATE	\$651.91	\$600.00
	09-30-13		YEAR TO DATE	\$92.41	\$75.00
	10-31-13		YEAR TO DATE	\$1,050.56	\$3,709.90
	11-30-13		YEAR TO DATE	\$311.00	\$1,458.00
	12-31-13		YEAR TO DATE	\$1,963.28	\$0.00
	01-31-14		YEAR TO DATE	\$0.00	\$1,300.00
	02-28-14		YEAR TO DATE	\$0.00	\$0.00
	<b>TOTAL</b>			\$ 9,944.35	\$ 15,819.90

BALANCE AT END OF FISCAL YEAR FEB 28, 2013

\$868.93

CURRENT BANK ACCOUNT BALANCE FISCAL YEAR MARCH 2013 - FEBRUARY 2014

\$6,744.48

CASH FLOAT

\$254.88

# VILLAGE OF PORT CLEMENTS

Page 1 of 2

## Cheque Listing For Council

2014-Feb-12  
1:21:44PM

Cheque #	Cheque Date	Vendor Name	General Ledger	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
20140049	2014-01-30	WEIGUM, SHIRLEY	10-2-12-14-10	15	PAYMENT JANITOR CONTRACT JAN 2014 :	1,120.00	1,120.00
20140050	2014-02-04	AARON-MARK SERVICES LT	10-2-72-91-00 10-3-22-00-00	2042494 2042494	PAYMENT STAIN KILLER + SEMI-GLOSS BA GST	215.59 10.07	225.66
20140051	2014-02-04	FEDERATION OF CANADIAN	10-2-11-10-40	30026	PAYMENT FED CDN MUNI MBRSHIP 2014	158.33	158.33
20140052	2014-02-04	Nedco-Div of Rexel Canada El	10-2-34-00-70 10-3-22-00-00	1031548 1031548	PAYMENT 70HPS LAMP MOGUL BASE GST	48.88 2.28	51.16
20140053	2014-02-04	NORTH CENTRAL LOCAL GC	10-2-11-10-40	2414	PAYMENT NCLGA ANNUAL MEMBR DUES	631.33	631.33
20140054	2014-02-04	RENCO	10-2-24-80-10 40-2-42-90-60 30-2-41-40-10 10-2-31-90-00	JAN 2014 JAN 2014 JAN 2014 JAN 2014	PAYMENT FireDept -Fuel DIESEL + REG GAS DIESEL + REG GAS DIESEL + REG GAS	222.06 62.34 124.68 124.69	533.77
20140055	2014-02-04	WESTPOINT AUTOMOTIVE	10-2-32-37-00 10-3-22-00-00 10-2-32-37-00 10-3-22-00-00 10-2-32-37-00 10-3-22-00-00	832-181733 832-181733 832-182614 832-182614 832-182896 832-182896	PAYMENT NAPA BATTERY GST LIGHT DUTY BELT GST LIGHT DUTY BELT GST	75.50 3.53 8.44 0.39 8.44 0.39	96.69
20140056	2014-02-04	Snow, Manzanita	10-2-72-50-10	CentMapFinal	PAYMENT FINAL PYMT CENTENNIAL MAP	550.00	550.00
20140062	2014-02-07	BIG RED	10-2-71-21-15 10-3-22-00-00	13587 13587	PAYMENT WEEKLY CONTAINER RATE JAN GST	241.50 12.08	253.58
20140063	2014-02-07	CHEER, JOHN WALLACE	10-2-11-10-20	Prot Mtg Feb 5	PAYMENT MILEAGE	174.75	174.75
20140064	2014-02-07	DEREX EQUIP. LTD.	10-3-27-00-01 10-2-32-31-00	2014002 2014004	PAYMENT GOLDEN SPRUCE TRAIL EXCAV END OF RYLAND RD JAN	3,869.25 94.50	3,963.75
20140065	2014-02-07	EAGLECREST ENTERPRISE	10-3-27-00-01 10-3-27-00-01 10-3-27-00-01 10-3-27-00-01 10-3-27-00-01	00072 00073 00075 00077 00079	PAYMENT GLDN SPRUCE TRAIL DEC 4 - 7, GLDN SPRUCE TRAIL DEC 10, 13 GLDN SPRUCE TRAIL DEC 6 FEL GLDN SPRUCE TR JAN 4,6,7,8,13 GOLDEN SPRUCE TRAIL JAN 25	3,034.50 2,052.75 210.00 2,677.50 714.00	8,688.75
20140066	2014-02-07	Fennell, Reina	10-3-27-00-01	no.01	PAYMENT GOLDEN SPRUCE TRAIL	351.00	351.00
20140067	2014-02-07	PORT AIR CARGO	10-2-12-11-60	VPC0114	PAYMENT DEL FROM PACIFIC COASTAL	21.00	21.00
20140068	2014-02-07	SKEENA QUEEN CHARLOTT	10-4-23-44-00 10-4-23-44-01 10-1-53-20-10	1 QTR 2014 1 QTR 2014 1 QTR 2014	PAYMENT Residential Commercial admin fees	15,444.00 720.00 (1,009.00)	15,155.00

F-1

# VILLAGE OF PORT CLEMENTS

Page 2 of 2

## Cheque Listing For Council

2014-Feb-12

1:21:44PM

<b>Cheque #</b>	<b>Cheque Date</b>	<b>Vendor Name</b>	<b>General Ledger</b>	<b>Invoice #</b>	<b>Invoice Description</b>	<b>Invoice Amount</b>	<b>Cheque Amount</b>
-----------------	------------------------	--------------------	---------------------------	------------------	----------------------------	---------------------------	--------------------------

**Total 31,974.77**

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

Village Of Port Clements  
 PO BOX 198  
 Port Clements BC V0T 1R0

# STATEMENT OF ACCOUNTS

**COPY**

PO Box 94  
 Masset BC V0T 1M0

MASSET BRANCH 250-626-5231

MEMBER NUMBER 56440

STATEMENT DATE January 31, 2014

PAGE 1 of 6

60

## DEMAND ACCOUNTS

Date	Description	Number	Withdrawals	Deposits	Balance
<b>Business 75</b>					
31Dec2013	Balance Forward				337,235.41
02Jan2014	Pre-Authorized Credit - PROVINCE OF B.C			724.50	337,959.91
02Jan2014	Clearing Cheque	2013058	75.00		337,884.91
02Jan2014	Clearing Cheque	2013057	75.00		337,809.91
02Jan2014	Clearing Cheque	2013058	183.75		337,626.16
02Jan2014	Clearing Cheque	2013061	293.08		337,333.08
02Jan2014	Clearing Cheque	2013061	310.24		337,022.84
02Jan2014	Clearing Cheque	2013061	760.84		336,262.00
02Jan2014	Clearing Cheque	2013063	1,100.00		335,162.00
02Jan2014	Clearing Cheque	2013063	1,391.95		333,770.05
03Jan2014	Clearing Cheque	2013058	75.00		333,695.05
04Jan2014	Deposit			38,362.38	372,057.43
04Jan2014	Deposit			2,167.01	374,224.44
06Jan2014	Clearing Cheque	2013062	74.71		374,149.73
07Jan2014	Clearing Cheque	2013061	260.19		373,889.54
07Jan2014	Clearing Cheque	2013062	753.00		373,136.54
07Jan2014	Clearing Cheque	2013062	831.00		372,305.54
08Jan2014	Clearing Cheque	2013058	75.00		372,230.54
08Jan2014	Clearing Cheque	2013065	125.50		372,105.04
08Jan2014	Clearing Cheque	2013061	341.11		371,763.93
08Jan2014	Clearing Cheque	2013063	1,522.50		370,241.43
08Jan2014	Clearing Cheque	2013062	1,575.00		368,666.43
08Jan2014	Clearing Cheque	2013063	3,108.13		365,558.30
08Jan2014	Clearing Cheque	2014000	18,000.00		347,558.30
09Jan2014	Clearing Cheque	2013061	294.11		347,264.19
09Jan2014	Clearing Cheque	2013061	2,800.00		344,464.19
09Jan2014	Clearing Cheque	2013059	87.15		344,377.04
11Jan2014	Clearing Cheque	2013064	50.00		344,327.04
11Jan2014	Clearing Cheque	2013064	75.00		344,252.04
11Jan2014	Clearing Cheque	2013056	75.00		344,177.04

continued...

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Village Of Port Clements

## STATEMENT OF ACCOUNTS

PO Box 94  
Masset BC V0T 1M0

**COPY**

MASSET BRANCH 250-626-5231

MEMBER NUMBER 56440

STATEMENT DATE January 31, 2014

PAGE 2 of 6

Date	Description	Number	Withdrawals	Deposits	Balance
<b>Business 75</b>					
10Jan2014	Clearing Cheque	2013064	371.25		343,805.79
10Jan2014	Clearing Cheque	2013064	996.21		342,809.58
10Jan2014	Clearing Cheque	2013064	1,925.00		340,884.58
10Jan2014	Clearing Cheque	2013062	772.04		340,112.54
13Jan2014	Clearing Cheque	2013063	154.56		339,957.98
13Jan2014	Clearing Cheque	2013065	627.50		339,330.48
14Jan2014	Bill Payment CIBC VISA 4503386141757010 Vendor Confirmation: 562820	102096	3,347.91		335,982.57
14Jan2014	Bill Payment Credit Union MasterCard 5527497140094880 Vendor Confirmation: 650013	549732	727.44		335,255.13
14Jan2014	Bill Payment Telus Communications 2285720649 Vendor Confirmation: 651514	549889	3,311.53		331,943.60
14Jan2014	Clearing Cheque	2013065	7,806.00		324,137.60
15Jan2014	Clearing Cheque	2013064	100.00		324,037.60
15Jan2014	Clearing Cheque	2014000	250.00		323,787.60
15Jan2014	Clearing Cheque	2013064	299.25		323,488.35
15Jan2014	Clearing Cheque	2014001	6,622.02		316,866.33
15Jan2014	Clearing Cheque	2014001	3,347.91		313,518.42
16Jan2014	Clearing Cheque	2014002	25.00		313,493.42
16Jan2014	Clearing Cheque	2012064	225.00		313,268.42
16Jan2014	Clearing Cheque	2014001	253.58		313,014.84
16Jan2014	Clearing Cheque	2014001	655.24		312,359.60
16Jan2014	Clearing Cheque	2014000	11.20		312,348.40
17Jan2014	Deposit			5,568.96	317,917.36
20Jan2014	Transfer in from 604207 Masset cheq			54.65	317,972.01
20Jan2014	Clearing Cheque	2013058	75.00		317,897.01
20Jan2014	Clearing Cheque	2014002	675.00		317,222.01
20Jan2014	Clearing Cheque	2014001	2,850.00		314,372.01
20Jan2014	Clearing Cheque		100.80		314,271.21
21Jan2014	Deposit			5,535.66	319,806.87
21Jan2014	Clearing Cheque	2014001	34.43		319,772.44
21Jan2014	Clearing Cheque	2014002	100.97		319,671.47

continued...

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Village Of Port Clements

## STATEMENT OF ACCOUNTS

**COPY**

PO Box 94  
Masset BC V0T 1M0

MASSET BRANCH 250-626-5231

MEMBER NUMBER 56440

STATEMENT DATE January 31, 2014

PAGE 3 of 6

Date	Description	Number	Withdrawals	Deposits	Balance
<b>Business 75</b>					
22Jan2014	Clearing Cheque	2013063	118.66		319,552.81
22Jan2014	Clearing Cheque	2014000	325.00		319,227.81
22Jan2014	Clearing Cheque	2014001	907.20		318,320.61
22Jan2014	Clearing Cheque	2013063	35,000.00		283,320.61
23Jan2014	Clearing Cheque	2014002	225.00		283,095.61
27Jan2014	Outgoing Interac Email Money Transfer	2014012	632.80		282,462.81
	Service Charge		1.50		282,461.31
29Jan2014	Clearing Cheque	2014002	136.50		282,324.81
29Jan2014	Clearing Cheque	2014002	1,250.00		281,074.81
29Jan2014	Clearing Cheque	2014002	2,116.71		278,958.10
30Jan2014	Clearing Cheque	2014002	110.25		278,847.85
30Jan2014	Clearing Cheque	2014002	294.11		278,553.74
30Jan2014	Clearing Cheque	2014003	3,378.00		275,175.74
31Jan2014	Pre-Authorized Credit - SCHOOL DISTRICT 50			523.86	275,699.60
31Jan2014	Credit Interest			271.07	275,970.67
31Jan2014	Monthly Service Fee		55.00		275,915.67
Total Withdrawals and Deposits			114,527.83	53,208.09	

### Number of Cheques 60

### Membership Shares

31Dec2013	Balance Forward				37.04
Total Withdrawals and Deposits			.00	.00	

### Business Simply Savings

31Dec2013	Balance Forward				532,682.69
31Jan2014	Credit Interest			565.52	533,248.21
Total Withdrawals and Deposits			.00	565.52	

Continued...



## ALL MEMBERS

...if you have a mortgage or loan against your home or rental property where Northern Savings holds the security you are required to have adequate insurance in place. Northern Savings should be identified as the mortgage holder with loss payable to the Credit Union. Property taxes are due annually and always make sure you sign your Home Owner's grant if the home is your primary residence.

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Village Of Port Clements

## STATEMENT OF ACCOUNTS

**COPY**

PO Box 94  
Masset BC V0T 1M0

MASSET BRANCH 250-626-5231

MEMBER NUMBER 56440

STATEMENT DATE January 31, 2014

PAGE 4 of 6

### TERM DEPOSITS

Date	Description	Withdrawals	Deposits	Balance
<b>Term 4: Short Term GSP (30 - 364 Days) -</b>				
31Dec2013	Balance Forward			11,183.08
Start 29Jul2013 - Rate 1.0000% - NextInt 30Apr2014 - Matures 30Apr2014				
<b>Term 7: 12 - 60 Month Term -</b>				
31Dec2013	Balance Forward			250,000.00
Start 13Feb2013 - Rate 2.1500% - NextInt 13Feb2014 - Matures 13Feb2016				
<b>Term 8: 12 - 60 Month Term -</b>				
31Dec2013	Balance Forward			250,000.00
Start 13Feb2013 - Rate 1.7500% - NextInt 13Feb2014 - Matures 13Feb2014				
<b>Term 10: 3 Year Harvest Term -</b>				
31Dec2013	Balance Forward			750,000.00
Start 21Nov2013 - Rate 1.1000% - NextInt 21Nov2014 - Matures 21Nov2016				

Assets	Canadian Dollars	US Dollars
Chequing	275,915.67	.00
Savings	533,248.21	.00
Terms	1,261,183.08	.00
Registered Plans	.00	.00
Shares	37.04	.00
<b>Total Assets</b>	<b>2,070,384.00</b>	<b>.00</b>
Liabilities	Canadian Dollars	US Dollars
Line of Credit	.00	.00
Over limit LOC/overdraft	.00	.00
Loans	.00	.00
Mortgage	.00	.00
<b>Total Liabilities</b>	<b>.00</b>	<b>.00</b>
	<b>.00</b>	<b>.00</b>

Over limit Lines of Credit / Overdrafts interest rate is 24.0000

Continued...

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Village Of Port Clements

# STATEMENT OF ACCOUNTS

COPY

PO Box 94  
 Masset BC V0T 1M0

MASSET BRANCH	250-626-5231
ACCOUNT NUMBER	56440
STATEMENT DATE	January 31, 2014
PAGE	6 of 6

THIS CHECKS CONTAINS A MICROLINE BORDER AND SECURITY FEATURES

VILLAGE OF PORT CLEMENTS  
 P O BOX 100  
 Port Clements, BC V0T 1R0  
 (250) 697-4295

Northern Savings Credit Union  
 PO Box 94  
 Masset BC V0T 1M0  
 Canada  
 (250) 626-5231

20130548

DATE 2013 12 31  
 TYPE RR 00

Pay One Hundred Dollars And Eighty Cents \$ 100.80

FOR  
 TO  
 ORDER  
 OF

COMPASS TECHNOLOGIES  
 300 - 150 Victoria Street  
 KAMLOOPS, British Columbia V2C 1Z7  
 Canada

#0020130548# 123950-8091 300056440 # 0000010080/

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\$ 00.80

End of statement

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## CIBC Account Statement

VILLAGE OF PORT CLEMENTS

For Jan 1 to Jan 31, 2014

The names shown are based on our current records, as of February 5, 2014. This statement does not reflect any changes in account holders and account holder names that may have occurred prior to this date.

Account number  
93-00813

Branch transit number  
00180

### Account summary

Opening balance on Jan 1, 2014		\$43,283.52
Withdrawals	-	18,797.20
Deposits	+	1,079.56
Closing balance on Jan 31, 2014	=	\$25,565.88

### 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](http://www.cibc.com)

### Transaction details

Date	Description	Withdrawals (\$)	Deposits (\$)	Balance (\$)
Jan 1	Opening balance			\$43,283.52
Jan 2	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		60.00	43,343.52
	DEBIT MEMO CHARGE FOR DEC CIBC EFT SERVICE CHARGE	84.68		43,278.84
	CHEQUE 59057033 20130605	837.10		42,441.74
	CHEQUE 60387986 20130607	510.98		41,930.76
Jan 6	TRANSFER TO: 00180/09-92011	5,019.60		36,911.16
Jan 7	CREDIT MEMO INT @ 0.2500% CIBC-AUTOMATED INTEREST SYSTEM		9.63	36,920.79
Jan 8	DEBIT MEMO SETTLEMENT: 0087 CIBC DATA CENTRE: 00	4,750.76		32,170.03
Jan 10	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		140.00	32,310.03

(continued on next page)



**CIBC Account Statement**

Jan 1 to Jan 31, 2014

Account number: 93-00813

Branch transit number: 00180

**Transaction details (continued)**

Date	Description	Withdrawals (\$)	Deposits (\$)	Balance (\$)
Jan 10	Balance forward			\$32,310.03
	DEBIT MEMO	1,199.96		31,110.07
	Jan 10, 2014			
	Municipal Pensi			
Jan 15	CHEQUE 60457368 20130608	510.98		30,599.09
Jan 16	CREDIT MEMO		92.20	30,691.29
	CREDIT UNION CENTRAL OF B.C.			
Jan 22	DEBIT MEMO	4,667.18		26,024.11
	SETTLEMENT: 0088			
	CIBC DATA CENTRE: 00			
Jan 24	DEBIT MEMO	1,235.96		24,788.15
	Jan 24, 2014			
	Municipal Pensi			
Jan 27	CREDIT MEMO		777.73	25,565.88
	CREDIT UNION CENTRAL OF B.C.			
	Closing balance			\$25,565.88

**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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**VILLAGE OF PORT CLEMENTS  
BY LAW #403, 2014**

A Bylaw to establish fees, rates and charges for municipal services, rentals and sales.

WHEREAS the Village of Port Clements is permitted by the Community Charter, Section 194 to establish fees, rates and charges for providing administrative services, the rental of buildings and equipment and sale of miscellaneous items;

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

1. Fees set for Administrative Services will be as set out in Schedule A
2. Fees set for Public Works Services will be as set out in Schedule B
3. Fees set for building rental rates will be as set out in Schedule C
4. Fees set for the rental of equipment & Misc will be as set out in Schedule D
5. This bylaw may be cited as "Fee Setting Bylaw #403, 2014"
6. Bylaws No. 335 "A bylaw to establish fees, rates and charges for Municipal services, rentals and sales" and No. 360 "A Bylaw to Amend Schedule D of Bylaw 335" and No. 369 "Municipal Building Rate Bylaw" are hereby repealed.

READ A FIRST TIME THIS 20<sup>th</sup> DAY OF JANUARY, 2014

READ A SECOND TIME THIS 20<sup>th</sup> DAY OF JANUARY, 2014

READ A THIRD TIME THIS 3<sup>rd</sup> DAY OF FEBRUARY, 2014

RECONSIDERED AND FINALLY ADOPTED THIS      DAY OF                      , 2014

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Wally Cheer,  
Mayor

---

Kim Mushynsky,  
Chief Administrative Officer

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Certified to be a true copy of Bylaw  
No. 403

## SCHEDULE "A"

Attached to and forming part of Fee Setting Bylaw #403, 2014

### ADMINISTRATIVE SERVICES

1. Copies of Minutes or Bylaws	\$ 0.25 per page
2. Photocopies – black – letter & legal	\$ 0.25 per page
- Tabloid	\$ 0.50 per page
Color – letter & legal	\$ 0.75 per page
- Tabloid	\$ 1.50 per page
Discount for over 25 copies	25%
3. Tax Search Certificates	\$10.00 per folio
4. Business Licenses	Per current Business License Bylaw
5. Commissioner for taking Oaths	\$ 5.00 per signature
6. Faxes sent	\$ 3.00 1 <sup>st</sup> page
a. Each additional page	\$ 0.50 per page
7. Faxes received	\$ 0.50 per page
8. Scan to email	\$ 3.00 per request (no page limit)

## SCHEDULE "B"

### MUNICIPAL SERVICES

1. Utilities (monthly user fees)	Per current Utility Bylaw
2. Water/Sewer Installations	Material+freight+labour+taxes Plus 15% administration fee
3. Utilities turned on	\$50.00 during normal business hours \$50.00 plus wages after working hours
4. Utilities turned off	\$20.00 during normal business hours \$20.00 plus wages after working hours
5. Public Works Services	Material+freight+labour Plus 15% administration fee
6. Culvert Installation	Material+freight+labour Plus 15% administration fee
7. Zoning & OCP Amendments	Per current Zoning & OCP Amendment Bylaw



## SCHEDULE "C" BUILDING RENTAL RATES

Building Rates to be charges from time of exclusive use to checkout.

Damage Deposit may be requested at the discretion of the Village Office Staff.  
Damage deposit will be returned upon approval of Village Staff and return of building key(s) by renter.

The following municipal building rental rates apply:

### SENIORS ROOM, PLAYSCHOOL ROOM OR COUNCIL CHAMBERS

For all functions

\$25.00 per hour up to 6 hours  
\$150.00 Full Day 6 hours and beyond  
\$100.00 Damage Deposit

It is understood that the Village of Port Clements Council will not impose a charge to the Port Clements Tiny Tots Society, the Port Clements Seniors Association, the Board of School Trustees of School District No.50, MIEDS or VIRL with the understanding between all parties that when there is a potential for revenue that preference will be given to paying groups.

For the following groups using the SENIORS ROOM, PLAYSCHOOL ROOM OR COUNCIL CHAMBERS the following rental rates will be in effect at the Village Staff's Discretion:

- Registered Charities (with proof of registration)
- Youth Groups
- Groups Conducting family orientated functions open to all age groups

\$20.00 Per Hour up to 3 hours  
\$75.00 Full day 3 hours and beyond  
\$100.00 Damage Deposit

### Community Kitchen rates

Flat rate charge \$75.00 per day  
Damage Deposit \$100.00

**SCHEDULE "D"**  
**EQUIPMENT RENTAL AND MISCELLANEOUS**

Item	Rental Rate	Damage Deposit
Tables	\$10/table/day	\$10/table
Chairs	\$2/chair/day	\$5/chair
Cotton Candy Machine	\$0.50/cone	\$50
Pop Machine	\$20.00/day	\$50
Coffee urn	\$7.50/day	\$25
Santa Claus Suit	\$25	\$25 if suit returned Clean and in good Repair
Saleable items such as Maps, souvenirs, supplies, Etc.	Cost + freight + taxes + 20% unless otherwise set by Council by motion at a Regular Meeting	
Audio Equipment In Senior's Room	\$5/hour or \$30/day	N/A

**VILLAGE OF PORT CLEMENTS  
BY LAW #409, 2014**

**A BYLAW TO ESTABLISH FEES AND REGULATIONS FOR THE USE OF THE  
PORT CLEMENTS WHARF AND SMALL CRAFT HARBOUR**

WHEREAS the Village of Port Clements is permitted by the *Community Charter of British Columbia* to establish fees, rates and charges for providing the use of the Port Clements Wharf.

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

1. This bylaw may be cited as "Port Clements Moorage and Fees Bylaw No. 409, 2014". There are two appendixes attached to and forming a part of this bylaw. Appendix A outlines fees and appendix B is the moorage agreement.
2. Bylaw No. 375, 2009 is hereby repealed.

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 to be a true copy of Bylaw  
No. 409, 2014

Appendix "A"  
Attached to By Law No. 409, 2014  
PORT CLEMENTS MOORAGE  
AND FEES BYLAW

Loading/Offloading Fees for Barges:

Rates are based on area- Length x Width = Square area

Daily - \$.30 per Square Meter

Note: Barges loading and offloading must advise the Village office Monday through Friday 9:00am to 1:00pm 48 hours in advance of their intent to use the wharf for these purposes.

All Vessels including barges shall pay the following moorage rates whether docked at the Wharf or the Small Craft Harbour:

Monthly- \$12.20 per meter

Daily- \$2.20 per meter

Hydro for all vessels	Daily	Monthly
110V 15/20 A Service Minimum Rate	\$3.00	\$ 65.00
220V 20A Service Minimum Rate	\$5.00	\$100.00

Should an economical method of metering per boat become available, the Village of Port Clements maintains the right to charge clients additional charges if actual usage exceeds the rate set out above. By using the power provided users agree to these charges.

All Vessels wishing to gain access to the facility are to fill out a usage agreement attached.

Miscellaneous Rates:

1. A fee for returned cheques is \$25.00
2. Interest of 2% per month will be charged on accounts unpaid for 30 days

Application for Berthage at the Port Clements Wharf or Small Craft Harbour

Name of Owner: \_\_\_\_\_

Name of Vessel: \_\_\_\_\_

Length and Width of Vessel: \_\_\_\_\_

Effective Date of this agreement: \_\_\_\_\_

Billing information: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I hereby understand that by using the Port Clements Wharf or Small Craft Harbour that I am consenting to follow all municipal bylaws in relation to the use of the facility and Harbour (Bylaw # XXX Regulation of use and operation of the Port Clements Wharf). I further agree to pay the rates as set out in Bylaw #409, 2014 for use of either facility. I also understand that any damages caused by my vessel being moored at the Wharf or Small Craft Harbour will be my responsibility to ensure that all damages are paid or fixed accordingly as agreed upon by the Village of Port Clements. In addition, I will maintain the peace and enjoyment of the facility and will not create a nuisance on the Harbour, to other vessels, and persons wishing to access the Wharf. I will comply with all Transport Canada Safety Rules and Regulations.

\_\_\_\_\_  
Owner/Operator

\_\_\_\_\_  
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

## REPORT TO COUNCIL

Author: Kim Mushynsky  
Date: February 12, 2014  
Re: **Recognition of Past Council Members**

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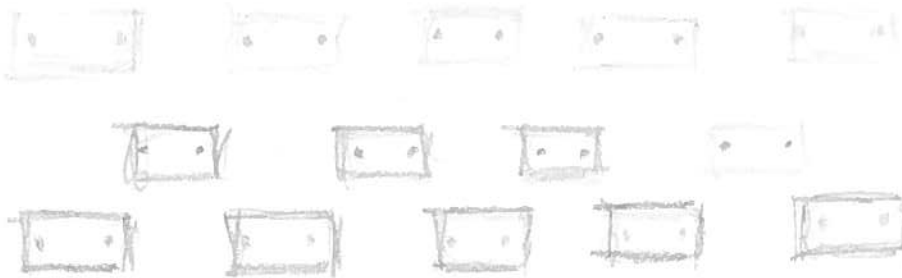
**Background:** In 2012 it was discovered that the previous plaque showing the history of Council members in Port Clements was missing. After inquiry and search it was determined that it has not been seen since the 2009 move to the multiplex. Council decided, as a thank you gift for Greg Stewart for his term on Council, that they would re-create the plaque. By late 2012 the name plates had been received for this project and all that was needed was a decision on what size/style of plaque was needed to mount them on. There was a tentative decision to make a plaque for each decade to keep the item light enough to be wall mounted for display in Council Chambers. The project has not moved forward. After discussion with Mayor Cheer in early February I approached Ben Van Der Beke to give me some ideas and costs.

**Recommendation:** Attached are three ideas for the carving at the top of a large plaque that could be mounted on the wall outside of Council Chambers so that people could see it at all times rather than just when the Chambers was open. The concept is for a carving at the top of the board and the words Thank you or something short like that and then a large area where the name plaques could continue to be added as the years pass. The cost estimate for this project is \$1,000. Due to the weight of the item the concept includes flush mounted legs to transfer most of the weight to the floor and a small shelf at the bottom (this part is optional) where reports/handouts/etc. related to Council could be placed for public access. I recommend we make a decision on this plaque and complete it in 2014. We have approximately \$500 in the Council Grants budget that is not earmarked that could be used for a portion of the costs. We would need to decide where the remainder of the costs were going or increase that budget for 2014.

Respectfully submitted:



Thanks ...



A hand-drawn sketch of a building with a ramp. The building has several windows and a door. A sign is attached to the building. The sign reads "Port Clements" in a large, stylized font. Below the sign, it says "thanks for time and service..." in a smaller font. There are three rows of small squares below the text, possibly representing a parking lot or a decorative element. The drawing is done in a simple, sketchy style with light lines.

Port Clements

thanks for time and  
service...

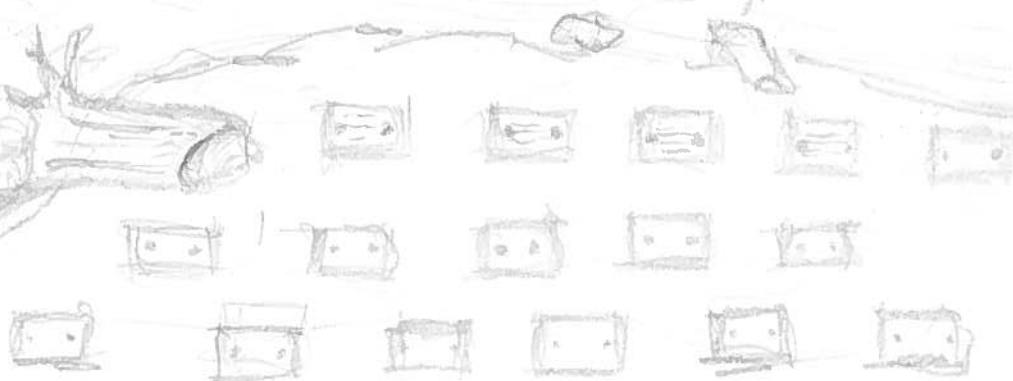






Port Clements

Thanks you...





The Village of  
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Email : office@portclements.ca  
Web : www.portclements.ca

## REPORT TO COUNCIL

Author: Kim Mushynsky  
Date: February 7, 2014  
Re: **Midwife privileges at Masset hospital**

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**Background:** At the February 3, 2014 Council meeting a letter from Old Massett Village Council Chief Councillor Ken Rea to Northern Health Authority concerning midwife privileges at the Masset hospital was reviewed. Council motion #2014-047 tasked me with finding out more information on this issue. On February 6<sup>th</sup> I spoke with Old Massett Administrator Carrie Samuels about the letter as Ken Rea was not available. I indicated that Council had reviewed the letter and wanted to know if Mr. Rea was looking for a letter of support or any action on behalf of our Council. Carrie indicated that she would be meeting with Mr. Rea that night and would pass this question along to him. On February 7<sup>th</sup> I spoke with Sheila Gordon-Payne from Northern Health about the letter. She indicated that Northern Health would be conducting an impact analysis on the issue of midwife service on Haida Gwaii probably as early as March. I requested that Port Clements be considered as a stakeholder in this study. Sheila indicated that we would be included and our opinion sought when they were going through the process. The outcome of the impact analysis will be made public.

**Recommendation:** Hold a committee of the whole meeting to answer the questions given to us by Northern Health on this topic and then re-assess our need for action once the results of the impact assessment are made public.

Respectfully submitted:

## A Resolution in Support of a National Dementia Strategy

Whereas Alzheimer's disease and other dementias are progressive, degenerative diseases of the brain that cause thinking and memory to become seriously impaired;

Whereas Alzheimer's disease and other dementias most often occur in people over the age of 65 but can strike adults at any age; and

Whereas Alzheimer's disease and other dementias affect more than 500,000 Canadians currently and that this figure is projected to reach 1.1 million within a generation; and

Whereas Alzheimer's disease and other dementias also takes their toll on hundreds of thousands of families and care partners; and

Whereas an estimated further three million Canadians face the burden and challenges of providing care for those suffering with Alzheimer's disease and other dementias; and

Whereas there is no known cause or cure for this devastating illness; and

Whereas the cost related to the health care system is in the billions and only going to increase, at a time when our health care system is already facing enormous financial challenges; and

Whereas Canada, unlike many countries, does not have a national dementia strategy; and

Whereas there is an urgent need to plan and raise awareness and understanding about Alzheimer's disease and other dementias for the sake of improving the quality of life of the people it touches; and

Whereas MP Claude Gravelle Nickel Belt has introduced Bill C-356, *An Act respecting a National Strategy for Dementia*, as he works for broad, all party and non partisan support for an issue that touches us all. His legislation calls for a national plan that includes the development of strategies in primary health care, in health promotion and prevention of illness, in community development, in building community capacity and care partner engagement, investments in research and other (advisory board, objectives, investment in research, and caregivers and more)

Now therefore, the City of **INSERT YOUR TOWN HERE** calls on all levels of government and the Federation of Municipalities to adopt a national dementia strategy, and urges all citizens of our communities to become more aware and engaged concerning the far-reaching effects of this devastating disease.

## ACTION ITEMS

<u>#</u>	<u>Date</u>	<u>Description</u>	<u>Lead</u>	<u>Follow up</u>
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	Thomas	Look for funding and determine proper product for our application and get agreements in place with School District.