



The Village of
PORT CLEMENTS
"Gateway to the Wilderness"

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7:00 p.m. Regular Meeting of Council Monday, June 16, 2014

AGENDA

1. ADOPT AGENDA.
2013 Annual Report – Village of Port Clements
 2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS.
 3. MINUTES.
M-1-Regular meeting of Council Monday, June 2, 2014
M-2-Regular meeting of Centennial Committee Tuesday, May 6, 2014
M-3-Time Capsule meeting of Centennial Committee Thursday, May 15, 2014
 4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS.
BA-1-BioMass Project – Councillor Urs Thomas
 5. ORIGINAL CORRESPONDENCE.
C-1-Illuminate the North – 2015 Canada Winter Games Torch Tour
 6. GOVERNMENT.
G-1-Amendment to Bylaw 403, 2014 which establishes fees, rates and charges for municipal services, rentals and sales.
 7. FINANCE.
F-1-May bank statement Northern Savings Credit Union
F-2-May bank statement Canadian Imperial Bank of Commerce
 8. NEW BUSINESS.
NB-1-Report to Council – Public Meeting re: Barge Facility project
NB-2-Report to Council – Cedarview Church Request for Grant
NB-3-Report to Council – 2014 UBCM
 9. ACTION ITEMS.
A-1-See Attached
 10. REPORTS & DISCUSSIONS.
 11. QUESTIONS FROM THE PUBLIC & PRESS.
- ADJOURNMENT.



The Village of Port Clements
2013 Annual Report
Looking Back and Forward
Celebrating 100 years

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MAYOR'S MESSAGE

On behalf of the Village of Port Clements, I am pleased to present our community's 2013 Annual Report. It has been my pleasure to work with Council, Village administration, public works and many volunteers to make our community a better place to live, work, and play.

Your Council has continued to explore and promote economic interests and engage in economic development initiatives. Work to create a barge facility in the industrial park area has been ongoing with progress being made to find funding, work through regulatory requirements, and seek partnerships. Council is convinced this project is vital to Port Clements's and Haida Gwaii's economic viability as we move further into the 21st century.

We have placed promotion of tourism in our community as an integral part of our economic development strategy. Besides marketing our community, we believe the appearance of our community needs to be enhanced to encourage tourists to stay for a while and return when they can. We have been successful in obtaining NDI funding for local business facade improvements and are committed to the elimination of derelict houses. It is hoped the partnership agreement with the Historical Society to host a tourist information centre will help highlight many of our local assets to tourists visiting the Islands. Work to improve our Community Park was completed during the year and an investigation was done to make the small craft harbour more user friendly

Council has and continues to focus on the financial stability and accountability for Port Clements. We have remained firm in our commitment to ensure community finances and cost of infrastructure replacement is protected. There is an emphasis on long term planning by prioritizing goals as we believe this to be essential to being a fiscally responsible community.

With this message I would like to applaud our community's volunteer fire department for their efforts and dedication. We need to be appreciative of their volunteer effort and the high level of service they provide to Port Clements.

Port Clements is a remarkable community, home to a good entrepreneurial spirit, committed and passionate volunteer base and residents with a strong sense of civic pride. On behalf of Village Council, thank-you for all the contributions you make to our community and for putting your trust on our leadership.

Message from the Administrator

2013 was a busy and exciting year. We started the year with another big earthquake just to keep us on our toes. This allowed us another chance to review our emergency procedures and amend them as necessary. We finalized our Official Community Plan rewrite in April which can be viewed on our website – Bylaw #398, 2013. Recognizing the impact of taxes on residents and local businesses we did not increase taxes, water or sewer user rates and instead looked for efficiencies in a challenging environment of increasing costs and demands for services. We finalized a business case study for the barge facility project and continue to work with Federal and Provincial funding agencies towards achieving this goal. We managed to obtain Lot 100 in the Industrial Park for the purpose of a future barge facility at no cost to the residents via a Crown Land Grant from the Province. A Business Façade grant was made available for the first time in 2013 and five of our local business took part in the initiative and gave their businesses a face lift. Our Auditor resigned and we appointed a new Audit firm – A.W. Vandermeer and Associates who were responsible for the 2013 Financial statements located at the back of this report.

Several committees of Council were established in 2013 such as the Centennial committee to begin planning for 2014, the Small Craft Harbour committee, to review the Small Craft Harbour and Wharf in regards to operational costs and maximizing space and effectiveness of the Small Craft Harbour, and the Parks Management committee which will be creating a management plan for each of the parks within Port Clements to address issues such as infrastructure, development, expansion and the ever popular alders.

Each year staff and Council go through a series of exercises and brainstorming sessions to create a vision and an economical plan for our community. Our vision for a healthy community is to provide the appropriate infrastructure to support our current needs while anticipating future requirements to allow us to experience a vibrant economy, community connectivity and a healthy environment in which to work and play.

Financially 2013 was a fair year. We ended the year with a small overall loss of \$3,270. However, that loss includes setting up Amortization reserves for General Purposes in the amount of \$167,086, Water Purposes \$55,187 and Sewer Purposes \$34,766. These are non-cash “expenses” that recognizes the fact that we will need to replace our physical assets as they get used up over the years or as technology changes. Schedule 2 of the Auditor’s report details our financial results by Fund and Schedule 3 shows our accumulated Surpluses for each fund. I am happy to report that when you back out the non-cash amortization item each of our funds reported an increase for 2013 – Accumulated General Reserve sits at \$1,356,631, Accumulated Water Reserve sits at \$523,660 and Accumulated Sewer Reserve sits at \$383,313 bringing our total Accumulated Surplus to \$2,263,604. This is our cushion against future, unanticipated or unavoidable issues that may arise. It is sound financial management to ensure that Port Clements has sufficient reserves to weather future events.

It has been my pleasure to work with staff and Council this past year. I continue to be humbled year after year by the amount of volunteerism displayed by the residents of Port Clements. It is this generous atmosphere which should always be the highlight of any report because it is what supports and strengthens this Community.

Kim Mushynsky – Chief Administrative Officer

Message from the Public Works Superintendent:

2013 was a year of stability for the Port Clements Public Works department, with the completion of the transition of the department's Superintendent in his new role and the experience gained in the first year being comfortably applied to the daily workings of the Village of Port Clements. A more active role was enjoyed in participating in the budgeting and strategic planning work alongside of council and staff.

The department employs two permanent employees offering a broad range of beneficial skill sets in addition to being certified operators in various levels of water and wastewater operations. We are grateful to mentor to and be assisted by the seasonal addition of a summer student.

Public Works is challenged daily with the many facets of the safe and efficient operation of a municipality including water and waste infrastructure, buildings and ground maintenance, parks, streets, campground and cemetery, walking trails and sports fields. We are here for and enjoy responding to the citizen's needs.

Integral to the operations of the Village of Port Clements and the quality of life here are the many efforts of volunteers in the community. Public works remains indebted to the spirit of volunteerism and those individuals and companies that provide assistance, advice, materials and labour in an effort to beautify and enhance the quality of living for its residents and guests.

Moving forward into 2014, we hope to overcome challenges involving our wastewater infrastructure and resolve compliance issues relating to it with both provincial and federal governing bodies, to extend the benefits of a modern water treatment plant with improvements and cost savings in its distribution system, and a genuine effort will be made to improve the aesthetic appeal of the village to both its residents and visitors. I continue to look forward to the daily challenges and the successful problem solving with a positive attitude and am thankful for the ongoing support from fellow workers, residents, Clerk and Council.

Sean O'Donoghue
Public Works Superintendent

Masset RCMP Report for 2013/14

From April 1st, 2013 to March 31st, 2014, the Masset RCMP experienced a decrease in calls for service within the detachment jurisdiction. A total of 1292 calls for service were made as compared to 1461 for the same reporting period of 2012/13. This represents a drop of 169 calls or approximately 12%. Of those calls, the Masset RCMP dealt with 129 calls for service within the Village of Port Clements in 2012/13 compared to 105 calls for service during 2013/14 a drop of approximately 19%.

Through community consultation, the Masset RCMP had identified a number of priorities for the 2013/14 year which they focused on within the detachment area. These priorities consisted of:

- i) **Reduce the Abuse of Drugs**
 - a. DARE Program
 - b. Drug Awareness presentations
 - c. Media Releases Surrounding Drug Activity
 - d. Street Checks
- ii) **Contribute to Safe Roads**
 - a. Ticket Tracking
 - b. High Visibility Checkstops
- iii) **Crime Reduction Strategy – Reduce Property Crime by 5%**
 - a. Prolific Offender tracking
 - b. Court Ordered Condition Checks (Curfews)
- iv) **Respectful Workplace**
 - a. Internal Programs and Training

Although a small number of the targets these initiatives were not met. This can be attributed to the lack of previous data to set realistic benchmarks. All of the topics were new additions to the Annual Performance Plan so target statistics had to be selected using an educated estimate method. Despite not meeting our internally established goals, the initiatives and results were a marked improvement from the 2012/13 year.

Port Clements continues to be a safe, delightful community due in large part to its concerned and caring residents. The Masset RCMP would like to thank the entire Village of Port Clements for its ongoing support.

Cst. CN (Chris) KIENZLE
Acting Detachment Commander
Masset RCMP

Masset RCMP Report for 2013/14



Recreation Committee Recap for 2013

The first Rec Committee activity for 2013 was the Easter chocolate hunt on March 30th at the Community Park. This was well attended by children and parents and lots of chocolate was spotted, eaten or stowed away in baskets for later. Coffee and muffins were available for the adults.

The Movie Night tradition continued with lots of homemade popcorn and goodies for the movie goers. We generally hold 9-10 movie nights per year.

Canada Day is our major event and 2013 started off strong with the Children's Fishing Derby at the Rainbow Wharf Friday June 28th. We had an excellent turnout – 44 young fishers – and all types and sizes of water dwellers were landed by the excited crew. Lots of prizes were awarded and hot chocolate, hot dogs and cake were served to all those in attendance. Saturday began with our fire department cooking mouth-watering pancakes and bacon. Later they changed over to hamburgers for the afternoon crowd. Running the concession is always a good fundraiser for them and a great opportunity for good food for the attendees. The parade happens on Saturday which is always a big hit. We also had roaring groups of softball and soccer teams with great rivalry. Cheers from the sports events rivalled with the children's hoots of laughter from the "sumo wrestling" activities. Unfortunately it was a cooler, wet Canada Days but that didn't stop the activities. We added some more bird houses to the bird house sub-division down by the Rainbow Wharf. With the various vendors, beer garden, flea market, canoe race and music everyone was kept busy and entertained. Sunday continued with sporting events and the ever famous Mud Bog.

The next event was Breakfast with Santa on December 14th. This started off with resident Chef Matt Gaspar cooking eggs, pancakes and bacon for everyone. Crafts were available to keep the anxious children occupied until Santa came to visit. Smiles could not have been any bigger.

Looking ahead the Recreation Committee would like to upgrade the playground and the tennis courts need to be resurfaced. The bleachers are in need of repair and we want to install scoreboards for the softball and soccer fields. There needs to be ongoing maintenance for the grounds including trimming bushes and removing some of the trees to improve the visual appearance of the Community Park. A roof over the roller/ice rink would be a useful addition.

The success of all our activities depends upon the precious time committed by our Volunteers. We would like to thank everyone who donated their time to make these events happen. Thank you to all!!

Please feel free to join our dedicated group of volunteers to help bring recreational opportunities to our community.

Report on 2013 Objectives:

Following is a list of the Main Priorities identified by Council and Staff when Strategic Planning for 2013 and what was accomplished in 2013 towards these goals.

#1 – Barge Facility Project – the barge project continues to be a major priority of Council. Funding applications were submitted to three funders by the end of 2013 – Northern Development Initiative Trust for \$250,000 which was successful, Gwaii Trust for \$100,000 which was successful and Western Economic Diversification for \$600,000 which is pending until September 2014. Another public meeting is slated for July to bring the community up to date on where/how/if this project is moving forward.

#2 –Derelict Houses – Council identified two houses for 2013, one of which was later sold and the new owner dealt with the issue. The second house did not get demolished in 2013 as we were still in negotiations with the owner. It is hoped that this property will be dealt with successfully in 2014.

#3 – Small Craft Harbour – Council struck a committee in 2013 to look at various issues concerning the Small Craft Harbour and make recommendations back to Council. This committee met several times during 2013 and has put many suggestions forward to Council in regards to maintenance issues and usage fees. It is anticipated that the committee will wrap up by the end of 2014.

#4 – Tourism/Beautification – the tourism committee will be creating a new brochure for Port Clements for 2015. In 2013 they had several signs made up to better identify areas within Port Clements. In addition, in 2013 the Tourism Committee came to an agreement with the Museum to act as our Information Centre.

#5 – Ambulance Station Upgrades – Council contacted the province in regards to the possibility of jointly constructing a new ambulance station for Port Clements. The province indicated that this is not on their priority list for at least another 2 years. Council will connect with them again in late 2015.

#6 – Marketing Port Clements to Seniors & Baby Boomers via magazine articles – the Village of Port Clements commissioned Jane Wilson to write an article about living in Port Clements. Several pictures, as well as the article, were sent to numerous magazines to see if they would be interested in doing a feature on Port Clements. There was limited interest expressed, one of the magazines indicated that they may run it in 2014.

#7 – Community Park – several issues related to the Community Park and infrastructure were identified by Council over the course of the year. A couple of initiatives such as some alder remediation and repair of bleachers were undertaken in 2013. Further work is planned for 2014 as part of the Centennial Celebrations.

2014 Priority List:

TR – Training INFR – Infrastructure REC – Recreation/Parks TOUR – Tourism/Beautification OTH - Other
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Administration Priorities:

- INFR** - Barge Facility Project Funding & investigate partnership structure
OTH - Correct digital Bylaw index/attachments

Public Works Priorities:

- INFR** - Lagoon & Sewer Outfall issues
Fire hydrant maintenance – maintain all hydrants before end of 2014
Leak detection – design a plan. Tie in with pigging of the lines
OTH - Integrated Pest Management – knotweed & rat - ongoing
Research on equipment purchases to enhance PW options.

Council Priorities – Short List

- #1 – Barge Facility – construction funding**
- #2 – Derelict Houses – identify 2 properties to work on in 2014.**
- #3 – Small Craft Harbour – finalize and implement recommendations from SCH Committee**
- #4 – Community Park – alder removal, remove old bleachers, build pavilion**
- #5 – Centennial Activities**
- #6 – Biomass Heat for Multiplex building**

Additional ongoing priorities:

- INFR** - Backup power for Multiplex
Bus shelter
Remove water tower
Culverts & Sidewalks for downtown corridor along with Downtown Revitalization
Improved Signage per MIA recommendations
Pave & re-pave streets
Water meters
LED Street Lighting – proposal successful now need to tender project & work with BCHydro
Cemetery Upgrades – still working on ownership issues (2015 priority)
- REC** - Maintenance to park infrastructure (such as playground equipment)
Trail Extension from Community park to the Museum
- TOUR** - Brochure for 2015
- OTH** - Wind firm trees in Road allowance by end of Water Drive
Marketing Port Clements to Seniors & Baby Boomers via magazine articles

Year ended December 31, 2013

Elected Officials

<u>Name</u>	<u>Position</u>	<u>Remuneration</u>	<u>Expenses</u>	<u>Total per Official</u>
Cheer, Wally	Mayor	\$ 3,500.00	\$ 781.73	\$ 4,281.73
Thomas, Urs	Councillor	\$ 2,099.96	\$ 127.60	\$ 2,227.56
Gould, Norman	Councillor	\$ 2,099.96	\$ 0.00	\$ 2,099.96
Gaspar, Matt	Councillor	\$ 2,099.96	\$ 132.11	\$ 2,232.07
Falconbridge, Kazamir	Councillor	\$ 2,099.96	\$ 0.00	\$ 2,099.96
<u>TOTALS FOR ALL OFFICIALS</u>		<u>\$11,899.84</u>	<u>\$ 1,041.44</u>	<u>\$12,941.28</u>

Employees

Employees over \$75,000.00	\$ 0.00	\$ 0.00	\$ 0.00
Employees under \$75,000.00 (all)	<u>\$202,234.94</u>	<u>\$ 3,839.00</u>	<u>\$206,073.94</u>
<u>GRAND TOTAL</u>	<u>\$214,134.78</u>	<u>\$ 4,880.44</u>	<u>\$219,015.22</u>

VILLAGE OF PORT CLEMENTS

FINANCIAL STATEMENTS

DECEMBER 31, 2013

Independent Auditor's Report

To the Mayor and Councillors of the
Village of Port Clements,

I have audited the statement of financial position of the Village of Port Clements as at December 31, 2013, and the statement of operations, changes in net debt, cash flows for the year then ended, and a summary of significant policies and other explanatory information.

Management's responsibility for the financial statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for local governments, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's responsibility


My responsibility is to express an opinion on these financial statements based on my audit. I have conducted my audit in accordance with Canadian generally accepted auditing standards. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the municipality's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the municipality's internal control. An audit also includes evaluating the appropriateness of accounting policies used and reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Opinion

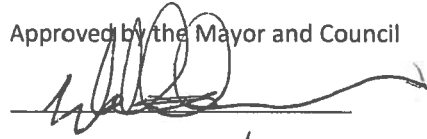
In my opinion, these financial statements present fairly, in all material respects, the financial position of the municipality as at December 31, 2013 and the results of its operations and changes in its financial position for the year then ended in accordance with Canadian generally accepted accounting principles for local governments.


A.W. Vandermeer & Associates
Certified General Accountant

**VILLAGE OF PORT CLEMENTS
STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2013**

	2013 \$	2012 \$
Assets		
Financial assets		
Cash	877,569	1,960,611
Temporary investments	1,390,987	129,376
Property taxes and utilities receivable (Note 3)	107,195	127,906
Trade, government and other receivables (Note 3)	33,870	14,467
	<u>2,409,621</u>	<u>2,232,360</u>
Liabilities		
Trade accounts payable and accruals	21,999	30,915
Deferred revenue (Note 4)	151,381	211,335
	<u>173,380</u>	<u>242,250</u>
Net financial assets	<u>2,236,241</u>	<u>1,990,110</u>
Non-financial assets		
Tangible capital assets (Notes 1 and 5)	8,206,660	8,449,592
Inventories (Notes 1(e))	27,325	34,974
Prepaid expenses and deferred charges	20,262	19,082
	<u>8,254,247</u>	<u>8,503,648</u>
Accumulated surplus	<u>10,490,488</u>	<u>10,493,758</u>
Represented by:		
Operating funds	2,263,604	2,023,942
Statutory Reserve (Note 7)	20,224	20,224
Equity in tangible capital assets (Note 6)	8,206,660	8,449,592
	<u>10,490,488</u>	<u>10,493,758</u>

Approved by the Mayor and Council


Raymond J. David

VILLAGE OF PORT CLEMENTS
STATEMENT OF OPERATIONS AND ACCUMULATED SURPLUS
FOR THE YEAR ENDED DECEMBER 31, 2013

	Budget	2013	2012
	\$	\$	\$
Revenue			
Property taxes	208,416	208,546	208,080
Grants in lieu	6,645	6,315	7,137
Services	16,790	16,306	7,522
Revenue from own sources	116,080	121,443	114,196
Multi purpose building rental	12,850	12,206	12,344
Unconditional grants	400,000	251,920	539,009
Conditional grants	86,000	199,125	1,028,657
Interest and penalties	23,100	47,393	25,028
Collections for other agencies	206,710	196,717	202,660
Total revenue	1,076,591	1,059,971	2,144,633
Expenditures			
Legislative	34,800	30,073	33,473
General administration	188,900	190,777	166,110
Protective services	40,650	37,102	45,577
Emergency services	3,650	3,835	760
Common services	25,000	25,924	17,651
Wharf	27,500	21,598	2,419
Small craft harbour	7,850	8,625	5,786
Roads	46,450	37,327	38,103
Environmental	3,830	596	2,510
Economic development	57,000	56,144	44,162
Parks, recreation and tourism	48,500	56,707	43,380
Other (Water and Sewer)	117,530	100,513	97,802
Multipurpose building maintenance	51,050	38,212	55,413
Fiscal services	2,500	2,134	1,689
Amortization	234,766	257,039	233,271
Payments to other agencies	207,210	196,635	203,015
	1,097,186	1,063,241	991,121
Excess operating revenue over expenses	(20,595)	(3,270)	1,153,512
Gain on disposal of capital assets	-	-	2,966
Excess revenue over expenses	(20,595)	(3,270)	1,156,478
Accumulated surplus, beginning of year	10,493,758	10,493,758	9,337,280
Accumulated surplus, end of year	10,473,163	10,490,488	10,493,758

The accompanying notes are an integral part of these financial statements.

**VILLAGE OF PORT CLEMENTS
STATEMENT OF CHANGES IN NET DEBT
FOR THE YEAR ENDED DECEMBER 31, 2013**

	2013	2012
	\$	\$
Excess revenue over expenses	(3,270)	1,156,478
Amortization of tangible capital assets	257,039	233,271
Change in inventories	7,649	(2,329)
Change in prepaid expenses	(1,180)	(7,529)
Acquisition of tangible capital assets	(14,107)	(1,008,686)
Increase (decrease) in net financial assets	<u>246,131</u>	<u>371,205</u>
Net financial assets, beginning of year	1,990,110	1,618,905
Net financial assets, end of year	<u><u>2,236,241</u></u>	<u><u>1,990,110</u></u>

The accompanying notes are an integral part of these financial statements.

**VILLAGE OF PORT CLEMENTS
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2013**

	2013 \$	2012 \$
Operating		
Excess revenue over expenses	(3,270)	1,156,478
<i>Non-cash charges to operating</i>		
Amortization	257,039	233,271
Inventory	7,649	(2,329)
<i>Changes to financial assets/liabilities</i>		
Accounts receivable	1,308	2,542
Accounts payable	(8,916)	(24,178)
Deferred revenue	(59,954)	(13,448)
Prepaid expenses	(1,180)	(7,528)
	<u>192,676</u>	<u>1,344,808</u>
Capital		
Acquisition of tangible capital assets	(14,107)	(1,008,686)
	<u>(14,107)</u>	<u>(1,008,686)</u>
Financing activities		
Change in cash and cash equivalents	178,569	336,122
Opening cash and cash equivalents	<u>2,089,987</u>	<u>1,753,865</u>
Closing cash and cash equivalents	<u><u>2,268,556</u></u>	<u><u>2,089,987</u></u>
Composition of cash and cash equivalents		
Cash	877,569	1,960,611
Temporary investments	<u>1,390,987</u>	<u>129,376</u>
	<u><u>2,268,556</u></u>	<u><u>2,089,987</u></u>

The accompanying notes are an integral part of these financial statements.

VILLAGE OF PORT CLEMENTS
SCHEDULE OF TANGIBLE CAPITAL ASSETS
YEAR ENDED DECEMBER 31, 2013

	Land	Buildings	Fire Department Equipment	Office Equipment	Tools & Equipment	Vehicles	Roads & Sidewalks	Water	Sewer	Parks & Recreation	2013 Total	2012 Total
Historical cost												
Opening balance	349,954	3,636,754	465,285	19,594	70,248	19,334	350,386	2,207,504	1,390,634	1,012,218	9,521,911	9,521,911
Additions	-	-	11,600	-	2,507	-	-	-	-	-	14,107	-
Closing balance	349,954	3,636,754	476,885	19,594	72,755	19,334	350,386	2,207,504	1,390,634	1,012,218	9,536,018	9,521,911
Accumulated amortization												
Opening balance	-	465,906	92,781	9,797	8,781	9,667	43,798	141,972	173,829	125,788	1,072,319	839,047
Amortization expense	-	101,895	25,136	1,959	2,245	1,933	8,760	55,188	34,766	25,157	257,039	233,272
	-	567,801	117,917	11,756	11,026	11,600	52,558	197,160	208,595	150,945	1,329,358	1,072,319
Net book value	349,954	3,068,953	358,968	7,838	61,729	7,734	297,828	2,010,344	1,182,039	861,273	8,206,660	8,449,592

The accompanying notes are an integral part of these financial statements.

**VILLAGE OF PORT CLEMENTS
SEGMENT DISCLOSURE
FOR THE YEAR ENDED DECEMBER 31, 2013**

	<u>General</u>	<u>Water</u>	<u>Sewer</u>	<u>Total</u>
Revenue				
Property taxes	125,132	47,742	35,672	208,546
Grants in lieu	6,315			6,315
Services	16,306			16,306
Revenue from own sources	49,619	47,519	24,305	121,443
Multi purpose building rental	12,206			12,206
Unconditional grants	251,920			251,920
Conditional grants	199,125			199,125
Interest and penalties	44,637	2,756		47,393
Collections for other agencies	196,717			196,717
	<u>901,977</u>	<u>98,017</u>	<u>59,977</u>	<u>1,059,971</u>
Expenditures				
Legislative	30,073			30,073
General administration	190,777			190,777
Protective services	37,102			37,102
Emergency services	3,835			3,835
Common services	25,924			25,924
Wharf	21,598			21,598
Small craft harbour	8,625			8,625
Roads	37,327			37,327
Environmental	596			596
Economic development	56,144			56,144
Parks, recreation and tourism	56,707			56,707
Other (Water and Sewer)		59,710	40,803	100,513
Multipurpose building maintenance	38,212			38,212
Fiscal services	2,134			2,134
Amortization	167,086	55,187	34,766	257,039
Payments to other agencies	196,635			196,635
	<u>872,775</u>	<u>114,897</u>	<u>75,569</u>	<u>1,063,241</u>
Operating fund surplus	<u>29,202</u>	<u>(16,880)</u>	<u>(15,592)</u>	<u>(3,270)</u>

The accompanying notes are an integral part of these financial statements.

Schedule 3

VILLAGE OF PORT CLEMENTS
CHANGES IN ACCUMULATED SURPLUS
FOR THE YEAR ENDED DECEMBER 31, 2013

	General	Water	Sewer	Total	Reserve	Tangible Capital Assets
Revenue	904,733	95,261	59,977	1,059,971		
Expenditures	872,775	114,898	75,568	1,063,241		
Current year surplus (deficit)	31,958	(19,637)	(15,591)	(3,270)	-	-
Current year adjustments						
Amortization	167,086	55,187	34,766	257,039		(257,039)
Additions to assets	(14,107)			(14,107)		14,107
	152,979	55,187	34,766	242,932	-	(242,932)
Accumulated surplus beginning balance	1,171,694	488,110	364,138	2,023,942	20,224	8,449,592
Accumulated surplus ending balance	1,356,631	523,660	383,313	2,263,604	20,224	8,206,660

The accompanying notes are an integral part of these financial statements.

**VILLAGE OF PORT CLEMENTS
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2013**

The Village of Port Clements is a municipality and provides general government, water, sewer and related services to the residents of Port Clements, B. C.

1. Significant accounting policies

(a) Basis of presentation

The financial statements of the Village of Port Clements are the representations of management prepared in accordance with local government accounting standards established by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants. The Financial Statements reflect the combined results and activities of the reporting entity which is comprised of the Operating, Water, Sewer and Reserve funds and all organizations that are accountable for the administration of their financial affairs and resources to the Council and are controlled or owned by the Village.

(b) Revenue recognition

Taxes are recognized as revenue when they are levied. Sale of services and user fee revenues are recognized when the service or product is provided by the Village. Conditional grant revenues are recognized when specified conditions have been completed. Unconditional grant revenue is recognized when the funding becomes receivable. Revenue unearned in the current period is recorded as deferred revenue.

(c) Tangible capital assets

Tangible capital assets, comprised of capital assets and capital work-in-progress, are recorded at cost less accumulated amortization and are classified according to their functional use. Amortization is recorded on a straight line basis over the estimated useful life of the asset commencing in the year the asset is put into service. Assets under development are not amortized until the asset is available for productive use. Estimated useful lives are as follows:

	Years
Land improvements	40
Buildings	25 – 50
Mobile equipment	10 – 20
Furniture, small tools and office equipment	10
Vehicles	10
Infrastructure	40

(d) Use of estimates

The preparation of consolidated financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and the reported amounts of revenues and expenses during the period. Significant areas requiring estimates include the determination of payroll liabilities and provisions for contingencies. As such actual amounts could differ from the estimates.

(e) Inventories of land for resale

Inventories of land for resale are recorded at cost.

(f) Reserves

Appropriations of the equity of operating funds are provided to allow for anticipated future capital and operating expenditures (see Note 10).

2. Banking facilities

The Village of Port Clements has been provided a \$189,000 operating line of credit at prime with the Canadian Imperial Bank of Commerce.

**VILLAGE OF PORT CLEMENTS
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2013**

3. Accounts receivable	2013	2012
	\$	\$
Property Taxes and Utilities		
Property taxes	108,106	128,909
Utilities	<u>(911)</u>	<u>(1,003)</u>
	<u>107,195</u>	<u>127,906</u>
Trade, Government and Other		
Sales taxes receivable	5,821	12,000
Other receivables	<u>28,049</u>	<u>2,467</u>
	<u>33,870</u>	<u>14,467</u>

4. Deferred income	2013	2012
Donation (Centennial Pavilion)	5,000	-
Federal Gas Tax Community Works	133,481	211,336
Tax sale	<u>12,900</u>	<u>-</u>
	<u>151,381</u>	<u>211,336</u>

Federal gas tax

The Community Works Fund Agreement (Gas Tax) funding is provided by the Government of Canada. The use of the funding is established by an agreement between the Municipality and the Union of British Columbia Municipalities. Funding may be used towards designated public transit, community energy, water, wastewater, solid waste and capacity building projects.

5. Tangible capital assets	2013	2012
	\$	\$
Land	349,954	349,954
Buildings	3,068,953	3,170,847
Automotive	7,734	9,667
Fire Department equipment	358,968	372,504
Office Equipment	7,838	9,797
Tools & Equipment	61,729	61,467
Parks & Recreation	861,273	886,431
Roads and Sidewalks	297,828	306,588
Water System	2,010,344	2,065,532
Sewer System	<u>1,182,039</u>	<u>1,216,805</u>
	<u>8,206,660</u>	<u>8,449,592</u>

- 6. Equity in tangible capital assets**
Equity in tangible capital assets (TCA) represents the net book value of total capital assets less long term obligations assumed to acquire those assets. The change in consolidated equity in tangible capital assets is as follows:

	2013	2012
Equity in tangible capital assets, beginning	8,449,592	7,674,177
Add: capital acquisitions	14,107	1,008,686
Less: amortization	<u>(257,039)</u>	<u>(233,271)</u>
Equity in tangible capital assets, ending	<u>8,206,660</u>	<u>8,449,592</u>

**VILLAGE OF PORT CLEMENTS
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2013**

7. Reserves

	2013	2012
	\$	\$
Building reserve fund	4,261	4,261
Latecomers' fee reserve	9,369	9,369
Fire department reserve	3,000	3,000
Planning fund reserve	<u>3,594</u>	<u>3,594</u>
	<u>20,224</u>	<u>20,224</u>

These internally restricted amounts are not available for other purposes without approval of the mayor and council.

8. Operating leases

Xerox

Quarterly payment of \$431.78 for the lease for the photocopier for the term February 1, 2012 to February 1, 2017 .

9. Contingent liabilities and commitments

- a) The municipality and its employees contribute to the Municipal Pension Plan (the plan), a jointly trustee pension plan. The Board of Trustees, representing plan members and employers, is responsible for overseeing the management of the pension plan, including investment of the assets and administration of benefits. The plan is a multi-employer contributory pension plan. Basic pension benefits provided are based on a formula. The plan has about 179,000 active members and approximately 71,000 retired members. Active members include approximately three contributors from The Village of Port Clements.

The most recent actuarial valuation as at December 31, 2012 indicated 1,370 million funding deficit for basic pension benefits. The next valuation will be at December 31, 2015 with the results available in 2016. Employers participating in the Plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). this is because the Plan records accrued liabilities and accrued assets for the Plan in aggregate with the result that there is no consistent and reliable basis for allocating the obligation, assets and cost to the individual employers participating in the Plan.

The Village of Port Clements paid \$14,497(2012 - \$8,208) for employer contributions to the plan in fiscal 2013.

10. Financial Instruments

The municipality's financial instruments consist of cash and term deposits, accounts and taxes receivable, grants receivable, and accounts payable. Unless otherwise noted, it is management's opinion that the municipality is not exposed to significant interest, currency or credit risks arising from these financial instruments. The fair value of these financial instruments approximate their carrying values.



The Village of
PORT CLEMENTS
"Gateway to the Wilderness"

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

Minutes of the Regular meeting of the Port Clements Council held June 2, 2014 in the Council Chambers.

Present:

Mayor Cheer
Councillor Gaspar
Councillor Gould
Councillor Thomas
Councillor Falconbridge

CAO – Kim Mushynsky

2 members of the public in attendance

Mayor Cheer called the meeting to order at 7pm

1. ADOPT AGENDA.

2014-188 - Moved by Councillor Falconbridge, seconded by Councillor Thomas
THAT the agenda be adopted with the following changes – add C3 – MIEDS Economic Development Funding, C4 – Tlell Fall Fair funding request, C5 – CHN Geographic Response Plan and before adjournment move to in-camera per CC 90(1)(c).
CARRIED

2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS.

3. MINUTES.

M-1 – Regular Meeting of Council Tuesday May 20, 2014

2014-189 – Moved by Councillor Falconbridge, seconded by Councillor Gaspar
THAT we accept the Regular Council meeting minutes from May 20, 2014 meeting as presented.
CARRIED

M-2 – Centennial Committee Meeting Tuesday April 1, 2014

2014-190 – Moved by Councillor Gaspar, seconded by Councillor Falconbridge
THAT we accept the Centennial Committee meeting minutes from April 1, 2014 meeting as presented.
CARRIED

M-3 – Recreation Committee Meeting Thursday May 1, 2014

2014-191 – Moved by Councillor Gaspar, seconded by Councillor Falconbridge
THAT we accept the Recreation Committee minutes from May 1, 2014 meeting as presented.
CARRIED

M-4 – Recreation Committee Meeting Friday May 16, 2014

2014-192 – Moved by Councillor Falconbridge, seconded by Councillor Gaspar
THAT we accept the Recreation Committee minutes from May 16, 2014 meeting as presented.
CARRIED

M-5 – Park Management Committee Meeting Monday July 22, 2013

2014-193 – Moved by Councillor Gaspar, seconded by Councillor Falconbridge
THAT we accept the Park Management Committee minutes from July 22, 2013 as presented.
CARRIED

m-1

4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS.

BA-1 – Letter of Support – Community Hall

2014-194 – Moved by Councillor Thomas, seconded by Councillor Falconbridge

THAT we approve the letter of support sent to Gwaii Trust in regards to the Community Hall Society project.

CARRIED

5. ORIGINAL CORRESPONDENCE.

C-1 – Benjamin Van der Beke – Alder Avenue

2014-195 – Moved by Councillor Falconbridge, seconded by Councillor Gaspar

THAT we open this for discussion.

CARRIED

2014-196 – Moved by Councillor Falconbridge, seconded by Councillor Gaspar

THAT we approve the volunteer clean-up of the Alder Avenue Right of Way by Mallard Street.

CARRIED

C-2 – NDIT – Policy Clarification regarding Grant Writer and Economic Development programs

2014-197 – Moved by Councillor Gould, seconded by Councillor Falconbridge

THAT we receive and file this information.

CARRIED

C-3 – MIEDS interpretation of the changes in this year's Economic Development program through NDIT

2014-198 – Moved by Councillor Falconbridge, seconded by Councillor Gould

THAT the Village of Port Clements allocate their entire \$50,000 NDIT Economic Development grant to MIEDS for 2014.

CARRIED

Councillor Thomas opposed

C-4 – Tiell Fall Fair Grant Assistance

2014-199 – Moved by Councillor Gould, seconded by Councillor Thomas

THAT we open this for discussion.

CARRIED

2014-200 – Moved by Councillor Falconbridge, seconded by Councillor Gaspar

THAT the Village of Port Clements offer to assist the Fall Fair Committee by agreeing to be the recipient of the funding should their application to Farm Credit Canada be successful.

CARRIED

Councillors Thomas and Gould opposed

C-5 – CHN Geographic Response Plan Seminar

2014-201 – Moved by Councillor Thomas, seconded by Councillor Falconbridge

THAT we open this for discussion.

CARRIED

2014-202 – Moved by Councillor Gould, seconded by Councillor Thomas

THAT we table this item pending more detailed information about this two day event.

CARRIED

6. GOVERNMENT.

7. FINANCE.

F-1 – Cheque listing to May 28, 2014

2014-203 – Moved by Councillor Falconbridge, seconded by Councillor Gaspar

THAT we receive and file this information.

CARRIED

F-2 – CIBC Bank Statement for March 2014

2014-204 – Moved by Councillor Falconbridge, seconded by Councillor Gaspar

THAT we receive and file this information.

CARRIED

8. NEW BUSINESS.

NB-1 – Report to Council – Public Works Update

9. ACTION ITEMS:

10. REPORTS AND DISCUSSIONS.

Councillor Falconbridge – no report

Councillor Gaspar – Tourism mtg re Navy ship coming to Port Clements June 30

Councillor Gould – SQCRD Mtg

Councillor Thomas – Community Futures, Highways mtg, Parks mtg, upcoming NDIT mtg.

Mayor Cheer – Literacy Haida Gwaii dinner, MIEDS mtg, Parks mtg, EPC mtg.

CAO – EPC mtg with table top exercise, tax bills in the mail, Highways mtg, Parks mtg, Tender for Industrial Park Lot being advertised.

2014-205 – Moved by Councillor Gaspar, seconded by Councillor Falconbridge

THAT we move to in-camera per the CC 90(1)(c) at 8:35pm

CARRIED

ADJOURNMENT.

2014-206 - Moved by Councillor Gaspar, seconded by Councillor Thomas

THAT the meeting be adjourned at 8:55pm

CARRIED

Wally Cheer,
Mayor

Kim Mushynsky,
CAO

CENTENNIAL COMMITTEE
Minutes of the Regular meeting of the Centennial Committee
Tuesday, May 6, 2014

Present:

Councillor Ian Gould
Burneta Decembrini

Joan Hein
Betty Stewart

Angela Mielecki
Deputy Clerk/Treasurer Sharon Ferretti

Absent: Mayor Cheer due to illness

Councillor Gould called the meeting to order at 7:04 p.m.

1. ADOPT AGENDA.

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

CARRIED

2. MINUTES.

M-1-Regular meeting of Centennial Committee Tuesday, April 1, 2014

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

CARRIED

3. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS.

BA-1-Report from Council

Deputy Clerk Ferretti reported that the grant application for the Pavilion project was denied. Also, Mayor Cheer was on task concerning the research for a plaque for the Centennial time capsule.

BA-2-Time Capsule plaque – Betty Stewart

Betty Stewart reported the new plaque costs to be approximately \$150.00 plus original plaque which, with further discussion, became \$225.00 + tax + shipping via Canada Post re: Achinback Foundry is located in Victoria, BC. Betty was given direction to speak with Mayor Cheer concerning these details as resulted from Tuesday, April 1st's meeting, he had the blessing of the Committee to research a plaque for the Centennial time capsule.

Inquiries were made concerning the wording of the plaque. It was stated that it would be changed slightly in that the word 'keg' would not be used as the Committee had decided in a past meeting to not use a beer keg as the capsule for the Centennial Time Capsule event.

Betty offered to do a session with families and kids on how to do a family tree.

BA-3-Application for Pavilion project response

Deputy Clerk Ferretti to obtain feedback concerning the application being denied and forward this information to the Committee.

BA-4-Action Plan updates

Please see attached.

4. ORIGINAL CORRESPONDENCE

5. GOVERNMENT

6. NEW BUSINESS

7. REPORTS & DISCUSSIONS.

Burneta Decembrini reminded the Committee that it will be Seniors Week June 1st – 7th. Mother's Day brunch will be Sunday, May 11th.

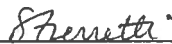
Betty Stewart will be away August 4th – 25th.

Next meeting to be determined as may need to have them every two weeks due to the upcoming two Centennial events.

Angela Mielecki motioned to adjourn at 8:45p.m.



Councillor Ian Gould, Chair



Sharon Ferretti, Deputy/Clerk Treasurer

Village Of Port Clements Centennial Committee
May 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 Cdn Forces members May 29 th & 30 th . This task has been given to the Tourism Committee to oversee.	Transferred to Tourism Committee
10	Parade Float	Decide on idea and design. FLOAT IDEA: Evolution of logging 'time line' of tree and equipment. Possible Funding from Community Futures + Gwaii Trust Wally, Ian & Matt to get together to work out the idea.	Ian reported is on target.	Pending
13	St. Mark's Choir service	<ul style="list-style-type: none"> - Line up participants for December 2014 to do a Christmas Carol service - Approach Principal of PCES re: Kazamir & school kids music program 	Check availability closer to December 2014	September
14	Fireworks for 100 th Celebrations	October 31 st good as kids are out + dark early enough; but concern is potentially unsafe weather conditions. Require licencing to do public display. Discussed having a family Halloween Party at the Firehall; Period Costumes; prizes; apple bobbing + popcorn balls	Purchase month in advance. Possibility of Corporate Sponsorship. Consider using non-industrial grade; have firemen available. Suggested to speak with Greg Stewart as has permit to do fireworks.	Pending
17	Time Capsule	School and Community Groups, in conjunction with Centennial Working Group, will complete this project. Timeline suggested is May 2014. Large container size measuring 22" w x 28.5" deep. Need a bronze plaque to withstand vandalism. Letters have been prepared and sent. Wally located a couple of containers that will work. Probably double-contain items i.e. moisture. Possible vacuum seal items.	Mayor Cheer looking into purchase of a plaque, and will build a concrete lid with a loop on top. To be opened at the 150 th Celebration in 2064. Mayor Cheer to follow up with school concerning date to seal the capsule.	
19				

CENTENNIAL COMMITTEE
Minutes of the Time Capsule meeting of the Centennial Committee
Thursday, May 15, 2014

Present:

Mayor Wally Cheer	Councillor Matt Gaspar	Joan Hein	Angela Mielecki
Councillor Ian Gould	Burneta Decembrini	Betty Stewart	Marissa Lyner
Deputy Clerk/Treasurer Sharon Ferretti			

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

Mayor Cheer verbally presented the purpose of the meeting to be a discussion concerning the Time Capsule event, specifically the following items:

1. Inscription on plaque
2. Confirmation of capsule to be used
3. Items for capsule

VERBAL AGENDA was accepted as presented by Mayor Cheer.

General discussion of the above items resulted as follows:

- o Concerning the date and time of the event in June, we will check with the school first to determine their schedule.
- o After approximately 35 minutes of discussion surrounding the wording of the plaque, agreement of the Committee was reached. The plaque will read as follows:

PORT CLEMENTS TIME CAPSULE
CELEBRATING 100TH YEAR BIRTHDAY 2014
A CAPSULE FULL OF MEMORIES
TO BE OPENED ON 150TH BIRTHDAY 2064

- o After approximately 30 minutes of discussion surrounding the type of capsule to be used, the Committee moved forward with the following motion:

It was moved by Councillor Gaspar, seconded by Angela Mielecki

THAT we forward to Council a request for approval to purchase a commercial time capsule or multiple capsules up to \$300.00.

DISCUSSION

AMENDMENT:

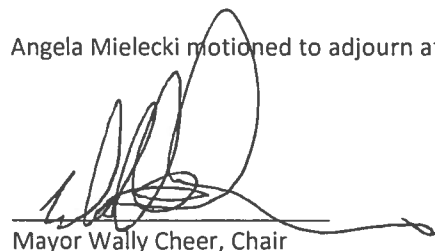
THAT we forward to Council a request for approval to purchase a commercial time capsule or multiple capsules up to \$1,000.00.

CARRIED

- o Letters were mailed on March 5, 2014 to the Community Hall Society, Port Clements Volunteer Fire Department, Port Clements Historical Society, Port Clements Elementary School, and the Port Clements Seniors' Association, requesting a few items to be placed in the time capsule. It was confirmed that there will be items from the Port Clements Historical Society, Port Clements Elementary School, and the Port Clements Seniors' Association. As well the Centennial Committee will have items pertaining to the events marking the Centennial year of the community.
- o Discussion was held concerning opening up requests for items from the residents in general. The majority of the Committee was in agreement that this would present a challenging responsibility surrounding the decision making process as to what will be included. One factor cited was the amount of room inside the capsule itself. It was suggested and the majority of the Committee was in agreement of having all overflow items packaged in a box and kept at the museum, and a note would be placed in the capsule itself indicating as such.
- o Discussion was held concerning moisture and oxygen challenges over the 50 year period. Silica Gel pouches, and Oxygen Absorbers will be used.

Next meeting will be held Tuesday, June 3, 2014.

Angela Mielecki motioned to adjourn at 8:25p.m.



Mayor Wally Cheer, Chair



Sharon Ferretti, Deputy/Clerk Treasurer

Illuminate the North – the 2015 Canada Winter Games Torch Tour 2015 Canada Winter Games Community Torch Celebration Challenge!

For two weeks in February of 2015, Prince George will host the 2015 Canada Winter Games: the largest multi-sport and cultural event to be held in northern BC. The 2015 Games will draw thousands of athletes and spectators to northern BC in anticipation of watching our future Olympians. Hosting the Canada Games brings nation-wide exposure through extensive media coverage and an opportunity to showcase the beauty and opportunities that northern BC presents.

The 2015 Canada Winter Games Torch Relay will engage residents of the region, British Columbia and the rest of Canada with spirit and passion in the lead up to the Opening Ceremonies on February 13, 2015. The 2015 Games are kicking off the Torch Relay with the 2015 Games Summer Torch Tour in the summer of 2014 across northern BC. Look for us at summer festivals and community events held across the region.

On October 15, 2014 a national ceremony will be held to light the Canada Games Torch from the Centennial Flame on Parliament Hill in Ottawa. The Canada Winter Games Flame will then travel across the country to kick-off the BC leg of the Relay in Victoria on October 17, passing through two previous Canada Games Host communities on its way to Illuminate the North.

On November 4, 2014, 100 days will be left on the countdown clock to the 2015 Canada Winter Games. The northern BC route of the torch relay will start in Prince George at the newly renovated Canada Games Plaza and begin to travel throughout northern BC.

With the 2015 Games Torch Relay comes the opportunity to celebrate the region. The 2015 Canada Winter Games wants to bring the spirit of the Canada Games to your community. We will visit communities along the route, but only one Community Torch Celebration will illuminate each of the three regions of northern BC. It's up to your community to share with the 2015 Games why your community should be one of the coveted 2015 Community Torch Celebration Sites.



For the purpose of the 2015 Community Torch Celebration Challenge, there will be one 2015 Canada Winter Games Community Torch Celebration in each of these three northern BC regions:

Northwest	Northern Interior	Northeast
Atlin Dease Lake Haida Gwaii Hazelton Houston Kitimat Masset Prince Rupert Smithers Stewart Telkwa Terrace	100 Mile House Burns Lake Fort St James Fraser Lake Granisle Houston Mackenzie McBride Quesnel Southside Valemount Vanderhoof Wells Williams Lake	Chetwynd Dawson Creek Fort Nelson Fort St John Hudson's Hope Taylor Tumbler Ridge

What you can do to participate:

- Submit the Brief Expression of Interest form by August 1st, 2014
- Include:
 - Your budget for hosting a Community Torch Celebration if selected
 - the members of your organizing committee – names and contact information
 - your draft plan of the event
 - your group's past experience in event-planning
 - a letter of endorsement from your City Council

What the 2015 Games will bring:



- Global BC televised coverage of the event and your community
- The 2015 Games resident DJ
- A 2015 Games spokesperson
- A Canada Games alumni athlete
- A Torch Relay through your community featuring official Torch bearers from northern BC
- A visit from Nanguz, the 2015 Games mascot
- Fireworks display

What your community will contribute:

- A venue that holds at least 200 people
- A dedicated volunteer team to help organize and carry out the event
- A budget for local entertainment, arts and culture
- Additional funds to cover costs associated with the event
- Ideas for how your community will make this a unique and inspiring event
- Anything else that will make this an incredible public event for your community!

From those communities who submit an expression of interest, a winner will be chosen based on a “This is Hockeyville-like” public vote online and their 2015 Community Torch Celebration proposal.

If your community isn’t successful in the bid, or is unable to commit to hosting a 2015 Games Community Torch Celebration, don’t worry. Your community will have other opportunities to participate in the 2015 Canada Winter Games Torch Relay.

Important Dates to keep in mind:

- Community Expression of Interests accepted: June 1 – July 31, 2014
- Community Expression of Interests reviewed: August 1 – August 15, 2014
- Finalists announced and placed on website for public voting - August 15
- Public voting on www.canadagames2015.ca/torchrelay: August 15 – September 6, 2014
- 2015 Games’ Community Torch Celebration Sites announced: September 2014





545 Quebec Street • Prince George, BC, Canada V2L 1W6 • 1.855.292.2015

Illuminate the North and celebrate with the 2015 Canada Winter Games! Fill out the attached application form or visit **canadagames2015.ca/torchrelay** for more information.



Nominate yourself or someone you know and Illuminate the North with the 2015 Canada Winter Games!

The Canada Games is the largest multi-sport and cultural event in the nation. In less than a year, northern BC will welcome up to 15,000 visitors from 800 communities across Canada. The Torch Relay is a significant element of any Canada Games, and unites communities across the nation, province and region with spirit and passion.

Only one hundred and fifty people in northern BC will have the opportunity to carry the torch, and share their story. Nominate yourself or someone who has inspired and supported you in the pursuit of your passion using one or any combination of these categories: **YOUTH, SPORTS, CULTURE and COMMUNITY**. These are the four values of the Canada Games, and all of our torchbearers will embody one or more of these characteristics.

YOUTH: Youth are an important part of the 2015 Canada Winter Games. This category of torchbearers will recognize those between the ages of 12 and 30 (the age range of Canada Games athletes) who are making a significant impact in their communities through sports, positive change in their school, helping peers, overcoming adversity, or participating in cultural activities.

SPORTS: The Canada Games focuses on sport and the benefits that sport brings. This category of torchbearer is for those who participate in sport, either competitively or recreationally. This can include summer or winter sports, as an individual or team. The nominee may be an alumni, coach, official senior, aspiring Canada Games athlete or someone who has seen the benefits of sport through an area such as improved confidence or a healthier lifestyle.

CULTURE: This category is for people who enrich the fabric of their community, keep traditions alive, and are an ambassador through arts and culture. Northern BC has a unique cultural history of art, music, dance, and theatre. Nominees in this category should participate in these events, or support them in a significant manner.



COMMUNITY: This category is for people who focus on improving a sense of community; promote improvement to their community sport facilities; organize groups or team, participate in events and charity fundraisers for health issues; and promote equality and justice within their communities.

APPLICATION FORM

CATEGORY:

INSPIRATIONAL: YES NO - If you're nominating someone else, start at A

INDIVIDUAL: YES NO - if you're nominating someone else, start at B

A - Name of nominee who inspired you:

B - Your name:

Address:

Community of residence:

Phone (home): _____ Phone (alternate): _____

E-mail:

Age: _____

Categories: Youth ____ Sports ____ Cultural: ____ Community ____

Is the nominee able to carry the torch in a community other than his or her own at their own expense? YES ____ NO ____

What language(s) does the nominee speak? English ____ French ____ Both ____





JEUX DU CANADA GAMES
TORCH RELAY
RELAIS DE LA FLAMME

Phone (alternate): _____

**You would be responsible for your own expenses and transportation*

and community in 250 words.

[illegible]

the Games? () YES () NO



Once selected, we will ask you to provide a reference and a photo to confirm the details of your application. Do you agree to this? ☐ YES ☐ NO

Please mail or fax this application using the information below, or fill out the form online at canadagames2015.ca/torchrelay

Attn: Riley Trottier
545 Quebec Street
Prince George
BC, Canada
V2L 1W6

FAX - 250.596.9020





Community Name: _____

Lead contact #2: (name) _____
 (role / title) _____
 (phone – day) _____
 (phone – cell) _____
 (email) _____

Is this application endorsed by your local government? () yes, () no

Please list all of the organizations and businesses that are contributing to or supporting this application:

[illegible]

In 200 words or less, describe to us what you envision your 2015 Canada Winter Games Torch Relay Celebration looking/feeling like?



JEUX DU CANADA GAMES
TORCH RELAY
RELAIS DE LA FLAMME

[illegible][illegible]



545 Quebec Street · Prince George, BC, Canada V2L 1W6 · 1.855.292.2015

How will you engage your community to support your application for the 2015 Canada Winter Games Community Torch Celebration during the voting process?

Assuming that your application is successful, how will you energize your community to support and participate in the 2015 Canada Winter Games Community Torch Celebration in the fall and winter?

Assuming that your application is successful, how will you incorporate bilingualism into your celebration?

Are there other local cultural groups you would like to incorporate in the celebration?



What infrastructure or resources can your community contribute towards the celebration?

- ☐ A venue will be provided.
- If yes, is the venue indoors or outdoors? _____
 - If outdoors, do you have a backup indoor venue in case of poor weather conditions (e.g., frigid temperatures or snow storm)? (___) yes, (___) no

- ☐ The celebration will coincide with an existing winter festival or event.

- ☐ Local recreation venues will be made available to the public for (___) free or (___) at a subsidized low cost.

- Please provide details:

- ☐ Local cultural venues will be made available to the public for (___) free or (___) at a subsidized low cost.

- Please provide details:

- ☐ Emergency services

- Please provide details:



☐ Security

○ Please provide details:

☐ Local entertainment.

○ Please provide details:

☐ Financial contribution

- What will your financial contribution be? \$_____
- What do you envision this money going towards? Describe how you will spend the budget.

☐ In-kind contribution.

○ If yes, please describe the contributions?





545 Quebec Street · Prince George, BC, Canada V2L 1W6 · 1.855.292.2015

- ☐ Partnerships outside of the ones described on the initial page
- If yes, who are your partners?

- If yes, how will the partners contribute?

- ☐ Other (please explain):





545 Quebec Street • Prince George, BC, Canada V2L 1W6 • 1.855.292.2015

Are you aware of a local production company that can provide and/or set up audio/visual equipment?
() yes, () no. Could this same company possibly provide a stage manager () yes, () no.

- o If yes, please provide contact information:

What other technical assets are you aware of in your community?

What else will your community add to the 2015 Community Torch Celebration to make it uniquely northern?

How will you incorporate the theme of Illuminating the North in your 2015 Canada Winter Games Community Torch Celebration?





2015
JEUX DU CANADA GAMES
TORCH RELAY
RELAIS DE LA FLAMME

545 Quebec Street · Prince George, BC, Canada V2L 1W6 · 1.855.292.2015

Why should your community be one of only three communities in Northern BC to host a 2015 Games Community Torch Celebration?

Please mail or fax this application using the information below, or fill out the form online at canadagames2015.ca/torchrelay

Attn: Riley Trottier
545 Quebec Street
Prince George
BC, Canada
V2L 1W6

FAX - 250.596.9020



**VILLAGE OF PORT CLEMENTS
BY LAW #416, 2014**

An amendment to Bylaw 403, 2014 which establishes fees, rates and charges for
municipal services, rentals and sales.

WHEREAS the Village of Port Clements has determined that it is prudent to allow for a
charge for research time for historical information;

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

1. Fees set for Administrative Services as set out in Schedule A shall now include a
\$28.00 per hour fee for research requested by the public for historical information.
This fee is in addition to any photocopies or scanned and email charges related to
the research results.

READ A FIRST TIME THIS DAY OF JUNE, 2014

READ A SECOND TIME THIS DAY OF , 2014

READ A THIRD TIME THIS DAY OF , 2014

RECONSIDERED AND FINALLY ADOPTED THIS DAY OF , 2014

Wally Cheer,
Mayor

Kim Mushynsky,
Chief Administrative Officer

Certified to be a true copy of Bylaw
No. 416

G-1

SCHEDULE "A"

Attached to and forming part of Fee Setting Bylaw #416, 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 st 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)
9. Research for Historical Data	\$28.00 per hour*
*any copies requested in relation to this research are additional	

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 May 31, 2014

PAGE 1 of 9

25

DEMAND ACCOUNTS

Date	Description	Number	Withdrawals	Deposits	Balance
Business 75					
30Apr2014	Balance Forward				450,738.15
01May2014	Pre-Authorized Credit - PROVINCE OF B.C			742.67	451,480.82
02May2014	Deposit			3,457.40	454,938.22
02May2014	Clearing Cheque	140174	483.59		454,454.63
02May2014	Clearing Cheque	140159	210.56		454,244.07
07May2014	Bill Payment BC Hydro 2328675 Vendor Confirmation: 413096	203031	2,073.75		452,170.32
07May2014	Bill Payment CIBC VISA 4503386141757010 Vendor Confirmation: 414599	203225	2,559.26		449,611.06
08May2014	Clearing Cheque	140193	1,100.00		448,511.06
09May2014	Deposit 2014 Calendars sold at NSCU			60.00	448,571.06
12May2014	Clearing Cheque	140173	986.56		447,584.50
13May2014	Clearing Cheque	140189	2,382.24		445,202.26
14May2014	Bill Payment Credit Union MasterCard 5527497140094880 Vendor Confirmation: 450002	865254	1,250.83		443,951.43
14May2014	Bill Payment Telus Communications 2285720649 Vendor Confirmation: 451303	865344	1,630.88		442,320.55
14May2014	Clearing Cheque	140188	381.78		441,938.77
15May2014	Clearing Cheque	140192	349.86		441,588.91
16May2014	Deposit			5,661.49	447,250.40
16May2014	Deposit			1,730.90	448,981.30
16May2014	Clearing Cheque	140186	156.25		448,825.05
16May2014	Clearing Cheque	140182	253.58		448,571.47
16May2014	Clearing Cheque	140183	525.00		448,046.47
16May2014	Clearing Cheque	140191	633.46		447,413.01
16May2014	Clearing Cheque	140194	39.29		447,373.72
16May2014	Clearing Cheque	140185	210.56		447,163.16
20May2014	Transfer in from 604207 Masset cheq			54.65	447,217.81
20May2014	Clearing Cheque	140195	55.74		447,162.07
20May2014	Clearing Cheque	140187	294.11		446,867.96
21May2014	Clearing Cheque	140170	262.50		446,605.46

continued...

F-1



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5 year fixed rate mortgage

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Village Of Port Clements

STATEMENT OF ACCOUNTS

PO Box 94
 Masset BC V0T 1M0

MASSET BRANCH	250-626-5231
MEMBER NUMBER	56440
STATEMENT DATE	May 31, 2014
PAGE	2 of 9

Date	Description	Number	Withdrawals	Deposits	Balance
Business 75					
21May2014	Clearing Cheque	140205	4,573.24		442,032.22
22May2014	Pre-Authorized Credit - SCHOOL DISTRICT 50			430.80	442,463.02
23May2014	Clearing Cheque	140204	29.36		442,433.66
23May2014	Clearing Cheque	140206	843.14		441,590.52
23May2014	Clearing Cheque	140209	50,000.00		391,590.52
24May2014	Deposit			2,392.39	393,982.91
24May2014	Deposit			2,237.86	396,220.77
27May2014	Clearing Cheque	140203	13,198.45		383,022.32
28May2014	Clearing Cheque	140208	3,378.00		379,644.32
28May2014	Clearing Cheque	140207	13,635.00		366,009.32
29May2014	Clearing Cheque	140219	500.00		365,509.32
30May2014	Clearing Cheque	140214	118.12		365,391.20
30May2014	Deposit			19,485.33	384,876.53
31May2014	Credit Interest			365.13	385,241.66
31May2014	Monthly Service Fee		55.00		385,186.66
Total Withdrawals and Deposits			102,170.11	36,618.62	

Number of Cheques 25

Membership Shares

30Apr2014	Balance Forward				37.70
Total Withdrawals and Deposits			.00	.00	

Business Simply Savings

30Apr2014	Balance Forward				534,875.17
06May2014	Transfer out to term 11		133,481.29		401,393.88
31May2014	Credit Interest			448.99	401,842.87
Total Withdrawals and Deposits			133,481.29	448.99	

Continued...

Travelling?

To avoid any inconveniences with your debit card, don't forget to notify us before you travel abroad. Call your branch or email us at info@northsave.com with your travel plans.



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Village Of Port Clements

STATEMENT OF ACCOUNTS

PO Box 94
Masset BC V0T 1M0

MASSET BRANCH	250-626-5231
MEMBER NUMBER	56440
STATEMENT DATE	May 31, 2014
PAGE	3 of 9

TERM DEPOSITS

Date	Description	Withdrawals	Deposits	Balance
Term 4: Short Term GSP (30 - 364 Days) -				
30Apr2014	Balance Forward			11,267.34
Start 30Apr2014 - Rate 1.0000% - NextInt 30Jan2015 - Matures 30Jan2015				
Term 7: 12 - 60 Month Term -				
30Apr2014	Balance Forward			255,375.00
Start 13Feb2013 - Rate 2.1500% - NextInt 13Feb2015 - Matures 13Feb2016				
Term 10: 3 Year Harvest Term -				
30Apr2014	Balance Forward			750,000.00
Start 21Nov2013 - Rate 1.1000% - NextInt 21Nov2014 - Matures 21Nov2016				
Term 11: Short Term GSP (30 - 364 Days) -				
30Apr2014	Balance Forward			.00
06May2014	Transfer in from sav to new short term		133,481.29	133,481.29
Start 06May2014 - Rate 1.0000% - NextInt 31Dec2014 - Matures 31Dec2014				

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

PO Box 94
Masset BC V0T 1M0

MASSET BRANCH 250-626-5231

MEMBER NUMBER 56440

STATEMENT DATE May 31, 2014

PAGE 4 of 9

Assets	Canadian Dollars	US Dollars
Chequing	385,186.66	.00
Savings	401,842.87	.00
Terms	1,150,123.63	.00
Registered Plans	.00	.00
Shares	37.70	.00
Total Assets	1,937,190.86	.00
Liabilities	Canadian Dollars	US Dollars
Line of Credit	.00	.00
Over limit LOC/overdraft	.00	.00
Loans	.00	.00
Mortgage	.00	.00
Total Liabilities	.00	.00
	.00	.00

Over limit Lines of Credit / Overdrafts interest rate is 24.0000

continued...

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CIBC Account Statement

VILLAGE OF PORT CLEMENTS

For May 1 to May 31, 2014

The names shown are based on our current records, as of June 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 May 1, 2014		\$36,829.99
Withdrawals	-	16,940.54
Deposits	+	54,803.87
Closing balance on May 31, 2014	=	\$74,693.32

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 (\$)
May 1	Opening balance			\$36,829.99
May 1	DEBIT MEMO CHARGE FOR APR CIBC EFT SERVICE CHARGE	77.66		36,752.33
May 5	CREDIT MEMO INT @ 0.2500% CIBC AUTOMATED INTEREST SYSTEM		8.46	36,760.79
May 7	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		60.00	36,820.79
May 14	DEBIT MEMO SETTLEMENT: 0096 CIBC DATA CENTRE: 00	6,506.40		30,314.39
	DEBIT MEMO May 14, 2014 Municipal Pensi	1,257.95		29,056.44
May 15	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		455.78	29,512.22

(continued on next page)

CIBC Account Statement

May 1 to May 31, 2014

Account number: 93-00813

Branch transit number: 00180

Transaction details (continued)

Date	Description	Withdrawals (\$)	Deposits (\$)	Balance (\$)
May 15	Balance forward			\$29,512.22
May 16	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		663.95	30,176.17
	DEBIT MEMO May 16, 2014 Municipal Pensi	1,281.23		28,894.94
May 20	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		161.95	29,056.89
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		491.85	29,548.74
May 22	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		184.00	29,712.74
	DEPOSIT		50,000.00	79,712.74
May 23	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		399.90	80,112.64
May 26	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		150.00	80,262.64
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		252.90	80,515.54
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		70.60	80,586.14
May 27	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		582.01	81,168.15
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		260.40	81,428.55
May 28	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		424.35	81,852.90
	DEBIT MEMO SETTLEMENT: 0097 CIBC DATA CENTRE: 00	6,585.30		75,257.60
May 29	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		557.72	75,815.32
May 30	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		100.00	75,915.32
	DEBIT MEMO May 30, 2014 Municipal Pensi	1,222.00		74,693.32
	Closing balance			\$74,693.32

CIBC Account Statement

May 1 to May 31, 2014

Account number: 93-00813

Branch transit number: 00180

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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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: June 10, 2014
Re: Public Meeting

Background: We have indicated that we will have a public meeting in regards to the Barge Facility project in July. We also indicated that at some point we would be having a public meeting to discuss the Park Management Draft Plan. As we are still awaiting the resolution of several issues in regards to the Barge Facility (funding confirmations from WED will not be known until mid-September at earliest, DFO decision on dredging will not be known until late August/early September, other funding opportunities are still being sought) the update on this project will not be very significant and therefore it is felt that it is appropriate to combine both this and the Park Management items into the same meeting.

Recommendation: I recommend that we schedule this meeting for Monday July 14th at 7pm in the Community Hall with an Observer ad, facebook notice and posters around town to announce it.

Respectfully submitted:



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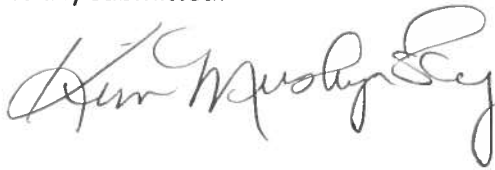
REPORT TO COUNCIL

Author: Kim Mushynsky
Date: June 9, 2014
Re: **Cedarview Church Request for Grant**

Background: Traditionally the Village of Port Clements has granted funds to the Cedarview Church equal to the amount of their total annual tax bill (historically the budget for this has been \$1,500 under the budget line Grants Awarded in the Council portion of the budget). For instance, the 2013 grant was \$1,443.79 and 2012 was \$1,388.23. Unknown to me, in 2013 BC Assessment reviewed the file for the Cedarview Church. A few years ago a ruling came down that the Provincial exemption for religious property ONLY applied to the land upon which the building sat (therefore not the parking lot or any additional land which a church owns). This change was updated to the Cedarview property folio for the 2014 tax year and because they own basically 4 lots this has had a major impact on their 2014 taxes. The 2014 tax bill for the church, reflecting the reduced exemption, is \$2,289.17 which is a 58.6% increase from 2013. Per their normal practice they are requesting a grant to cover their entire tax bill for 2014. However, our budget does not really have enough funds to facilitate this. The Grants Awarded budget for 2014 is \$6,000 and the breakdown for that was \$1,000 for Bursaries, \$2,800 for the Museum, \$1,500 for Cedarview Church and \$700 miscellaneous. If we decide to combine the amount anticipated for the Church plus the miscellaneous amount that gives us \$2,200 which is basically enough to cover their taxes but means that there will be no discretionary funds left in this budget line. For future years the Village of Port Clements has an option of granting a Permissive Exemption to the Cedarview Church but that decision does not impact the decision that needs to be made regarding their 2014 tax bill tonight. A Permissive Exemption must be done prior to October 31 for the following year so we could have that discussion early fall if Council wishes to pursue that for 2015 and beyond.

Recommendation: I recommend that we allow the full grant of \$2,289.17 for 2014. However, I believe that we should make the Cedarview Church aware of the change that has occurred and indicate that we may be forced to cap our grant at some predetermined figure for future years so that we give them a one year advance notice that they may become responsible for some portion of their tax bill in future years. I am unaware of whether or not BCAA advised them in advance in the change of their exemption status and/or the impact it would have on their taxes for 2014 but I know that we did not do so so I feel it is onerous to suddenly change what has been standard practice for several years.

Respectfully submitted:

A handwritten signature in cursive script, appearing to read "Kim M. Smith". The signature is written in dark ink on a white background.

Cedarview Community Church

167 Bayview Drive,
Port Clements, B.C.
V0T 1R0

June 6, 2014

The Village of Port Clements

P.O. Box 198
Port Clements, B.C.
V0T 1R0

Dear Councillors:

RE: Property Tax Grant

We are requesting a grant for \$2289.17 to cover the 2014 Property Taxes again this year.

Cedarview Community Church is an integral part of this community and we need your consideration in this matter.

Thank you:

Cedarview Community Church Board
Represented by:

Senior Pastor: Wes Harder



Board Member:





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36 Cedar Avenue West
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FAX :250-557-4568
Email : office@portclements.ca
Web : www.portclements.ca

REPORT TO COUNCIL

Author: Kim Mushynsky
Date: June 6, 2014
Re: 2014 UBCM

Background: UBCM is in Whistler this year and runs from September 22-26. Per our standard practice rooms were booked in advance last December so that we could secure the negotiated reduced rate for the function. Whistler, however, has a different cancellation policy than in previous year's so one night's stay for each of these rooms has been paid as a non-refundable deposit. For this reason we only reserved two rooms which is a bit of a gamble as it will probably be difficult to get any more rooms at this point in time. Council needs to determine who will be attending UBCM this year and which Ministries we wish to speak with while at UBCM. The Premier's Office has already announced that they will begin to take requests for meetings on June 16th and the remaining Ministries should be following suite shortly. It is possible we will have an answer from WED about their funding for the barge project by the time UBCM starts so we should probably consider that when deciding whom to talk to.

Recommendation: Whistler presents cost and travel challenges – I recommend we not send more than the two spots we already have reserved.

Respectfully submitted:

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	Administrator	Get agreements in place with School District
A26	17-02-2014	Historic Councillor Plaque(s)	Gould	Design and create the necessary plaque(s) to mount ingraved plates from 1975 forward
A27	05-05-2014	Park Management Committee	Thomas	Finalize park management plans before end of October 2014

A-1