

THE VILLAGE OF PORT CLEMENTS

7:00 p.m. Regular Meeting of Centennial Committee June 3, 2014

AGENDA

1. ADOPT AGENDA.

2. MINUTES.

M-1-Regular meeting of Centennial Committee Tuesday, May 6, 2014

M-2-Time Capsule meeting of Centennial Committee Thursday, May 15, 2014

3. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS.

BA-1-Report from Council

BA-2-Parade Float

BA-3-Time Capsule and plaque

BA-4-Action Plan Updates

4. ORIGINAL CORRESPONDENCE.

5. GOVERNMENT.

6. NEW BUSINESS.

7. REPORTS & DISCUSSIONS.

ADJOURNMENT.

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	- 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.	
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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

Sharon Ferretti

From: HeritageTimeCapsules <sales@heritagetimecapsules.com>
Sent: May-21-14 10:16 AM
To: deputy@portclements.ca
Subject: Order confirmation for order #1302

Thank you for placing your order with HeritageTimeCapsules!

This email is to confirm your recent order.

Date 05/21/2014

Shipping address

Leslie Kim Mushynsky Village of Port Clements
PO Box 198
Port Clements, British Columbia V0T1R0
Canada

Billing address

Leslie Kim Mushynsky Village of Port Clements
PO Box 198
Port Clements, British Columbia V0T1R0
Canada

1x A Composite Rectangle - Medium - Signature Series [Default] for \$479.00 each

Subtotal : \$479.00 USD
Shipping : \$61.05 USD
Total : \$540.05 USD

>> Sharon Ferretti wrote:

>>> Hello,

>>>

>>> Please provide a quote for an 8 ½" x 2 ½" bronze plaque with the wording as per the attached pdf. ←
Also, provide information pertaining to the timeframe to manufacture the plaque.

>>>

>>> Many thanks,

>>> Sharon

>>>

>>> Sharon Ferretti

Deputy Clerk/Treasurer

Village of Port Clements

250-557-4295

1914 – 2014

100 Years Young!

From: Achinback Foundry [mailto:info@achinbackfoundry.com]
Sent: June-02-14 10:02 AM
To: Sharon Ferretti
Subject: Re: FW: quote request please

Before the end of June or sooner ←
depends on how long it take for the go ahead and if we are in between plaque runs.

Jim

Sharon Ferretti wrote:

> Hello Jim,
>
> Thanks for the new proof. Please advise how long it will take for you
> to have it ready if we place the order on Wednesday, June 4th? ←
>
> Kindest regards,
> Sharon

From: Achinback Foundry [mailto:info@achinbackfoundry.com]

> Sent: May-30-14 2:18 PM
> To: Sharon Ferretti
> Subject: Re: quote request please
>
> Sorry
> Here is a new proof fixed up.
>
> And yes the plaque can be reused., But the cost of sending it back ←
> will be more than the material cost.
>
> Jim

Sharon Ferretti wrote:

>> I found another lowercase 'b' that needs to be capitalized please.
>> Also, Mayor Cheer wished to know if the old plaque had any residual ←
>> value if we were to send it back to you?
>>
>> Thanks,
>> Sharon
>>
>> -----Original Message-----
>> From: Achinback Foundry [mailto:info@achinbackfoundry.com]
>> Sent: May-30-14 1:15 PM
>> To: Sharon Ferretti
>> Subject: Re: quote request please
>>
>> Hello
>>
>> 8" x 2.625 = \$185.00 plus tax ←
>>
>> Jim
>>

PORT CLEMENTS TIME CAPSULE

Celebrating 100th Year Birthday 2014

A Capsule Full of Memories

To Be Opened On 150th Birthday - 2064

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

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