



The Village of
PORT CLEMENTS
"Gateway to the Wilderness"

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

6:00 PM Village of Port Clements Financial Plan 2017-2021 – Public Consultation
7:00 p.m. Regular Meeting of Council Monday March 6th, 2017

AGENDA

1. **ADOPT AGENDA**
2. **PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS**
3. **MINUTES**
 - M-1 – February 6th, 2017 Regular Council meeting minutes
 - M-2 – January 26th, 2017 Recreation Committee meeting minutes
4. **BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS**
5. **ORIGINAL CORRESPONDENCE**
 - C-1 – Postal Banking – Canadian Postmasters & Assistants Association
 - C-2 – Fossil Fuel & Climate Change – Various Organizations
 - C-3 – French Programs & Services – Norm Letnik, MLA
 - C-4 – Proposal for Cub Island Wetlands Reserve - FLNRO
6. **GOVERNMENT**
 - G-1 – The Financial Plan for the years 2017-2021 – Bylaw #438, 2017
7. **FINANCE**
 - F-1 – Cheque Listing to March 2, 2017
 - F-2 – NSCU January 2017 Bank Statement
 - F-3 – CIBC January 2017 Bank Statement
8. **NEW BUSINESS**
9. **REPORTS & DISCUSSIONS**
 - R-1 – Report To Council – Seismic Station Equipment Installation – Kim Mushynsky
10. **ACTION ITEMS**
 - A-1 – See attached Action Items List A16 – A33
11. **QUESTIONS FROM THE PUBLIC & PRESS**
12. **ADJOURNMENT**



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Minutes of the regular meeting of the Port Clements Council held February 6, 2017 in Council Chambers.

Present:

Deputy Mayor Daugert
Councilor O'Brien Anderson

CAO Kim Mushynsky
DC Ruby Decock

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

1. ADOPT AGENDA.

2017-028 – Moved by Councilor Daugert, seconded by Councilor O'Brien Anderson
THAT Council adopts the agenda as presented.

CARRIED

2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS.

3. MINUTES.

2017-029 – M-1 – January 16th, 2017 Regular Council meeting minutes
Moved by Councilor Cunningham, seconded by Councilor O'Brien Anderson
THAT Council adopts the January 16th, 2017 minutes as presented.

CARRIED

4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS.

5. ORIGINAL CORRESPONDENCE

C-1 – Sunset Park Tree Removal & Topping – Linda Berston

2017-030 – Moved by Councilor O'Brien Anderson, seconded by Councilor Daugert
THAT Council receives this correspondence.

CARRIED

C-2 – Request of Room Rental Fee Waiver – Senior's Group Foot Care Initiative

2017-031 – Moved by Councilor Daugert, seconded by Councilor O'Brien Anderson
THAT Council supports the room rental waiver for this Senior's Group initiative.

CARRIED

C-3 – January 20, 2017 Board Meeting Highlights – SQCRD

2017-032 – Moved by Councilor Daugert, seconded by Councilor O'Brien Anderson
THAT Council receives this correspondence.

CARRIED

C-4 – Baseball Bleacher Replacement Grant - NDIT

M-1

2017-033 – Moved by Councilor O'Brien Anderson, seconded by Councilor Daugert
THAT Council receives this correspondence, further, that staff place advertisement for bids to be opened at the April 3rd Council meeting.

CARRIED

6. GOVERNMENT

G-1 – Ministerial Order No. M 027

2017-034 Moved by Councilor Daugert, seconded by Councilor O'Brien Anderson
THAT Council receives this correspondence.

CARRIED

7. FINANCE

F-1 – Cheque Listing to January 31, 2017

2017-035 – Moved by Councilor Daugert, seconded by Councilor O'Brien Anderson
THAT Council receives the cheque listing to January 31, 2017.

CARRIED

8. NEW BUSINESS

9. REPORTS & DISCUSSIONS

R-1 – Recap from meeting with Gwaii Communications January 31, 2017

2017-036 – Moved by Councilor O'Brien Anderson, seconded by Councilor Daugert
THAT Council writes a letter of support for Gwaii Communication's funding applications for the NDIIT and Federal Government grants.

CARRIED

Councilor O'Brien Anderson – VIRL meeting in Nanaimo. Met with Bunny Decembrini regarding the Vimy Ridge ceremony.
Deputy Mayor Daugert

MIEDS meeting. Regional District and the North West Regional Hospital District meetings. Halibut Commission and Sport Fishing Advisory meetings.

CAO Mushynsky – Applied for Provincial Family Day Grant and was successful on receiving grant money for Breakfast & Cartoon event. Update on work completed by Public Works staff in the last few weeks.

Deputy Clerk Decock – Nothing to Report.

2017-037 - Moved by Councilor Daugert, seconded by Councilor O'Brien Anderson
THAT Council cancel the February 20th, 2017 meeting.

CARRIED

10. ACTION ITEMS

A-16 – Dyson Property development – removed from action item list pending further legal clarification.

11. QUESTIONS FROM THE PUBLIC & PRESS

ADJOURNMENT

2017-038 – Moved by Councilor Daugert, seconded by Councilor O'Brien Anderson
THAT the meeting be adjourned at 8:15 pm.

Doug Daugert
Deputy Mayor

Ruby Decock
Deputy Clerk

M-1

Subject Amended Rec Notes from January 26
From Marilyn Bliss <mbliss@haidagwail.net>
To Bev Lore <bayviewm@qcislands.net>, Sean O'Donoghue
<publicworks@portclements.ca>, Germain Vigneault
<germain@qcislands.net>, Tina Ooishi
<tina.ooishi@gmail.com>
Date 2017-02-01 18:46



Thanks for coming to the meeting - January 26.

Dates to look forward to -

Feb 3, Movie nite - movie is Zootopia

Feb 13 - BC family day - having a breakfast movie - cereal/fruit - to play some cartoons - Tina/Jay have some dvds.

March 8 - International Women's day - more information to follow. Tina will start the planning.

April 15 - Easter activities - more information to follow.

Canada day activities - will look for a date in March to start the planning - Marilyn will get that going.

Other items -

With by-election coming - our budget will stay the same as last year.

The new playground equipment is almost complete estimate by end of February.

We are still looking for suitable tents for using at local events, also soccer nets. Sean is looking into these.

The bleachers have been removed - waiting for reply/result of application for funding specific to bleachers. Rough quote of \$20,000.00 provided for purpose of funding application.

A inventory of the recreation committee dishes was taken and we would like to top up to approx. 125 to 150. the original are Corelle and will look for price of the reusable/eco-friendly melamine.

The lantern night was a huge hit and thanks to those that put this event together - suggestion for next time - perhaps get some more battery type lights to illuminate the pathways and also to limit the number of children when making these lanterns.

If all is okay say by end of January then I will forward this to the council folder.

Will book next meeting to be in latter part of March - primarily will be about a start for 150 years - Canada Day.

thanks, Marilyn

Bev Lore

Marilyn Bliss



January 23, 2017

Mayor Ian Gould
Village of Port Clements
Box 198 36 Cedar Ave W.
Port Clements BC V0T 1R0

Dear Mayor Ian Gould,

The Canadian Postmasters and Assistants Association (CPAA) is the voice of rural post office employees since 1902. It is the second-largest bargaining unit under the Canada Post umbrella; representing members who work in post offices in towns, reserves and villages throughout rural Canada. We are in touch with over 6 million rural customers on a regular basis. Most often we are the only federal presence and the hub of the community.

CPAA members, 95% of them women, operate 3,260 post offices across Canada; 226 of these offices are in your province.

We write to you today to share our concerns over the Federal Government Standing Committee on Government Operations and Estimates' (OGGO) report regarding Canada Post, released on December 13, 2016. If you have not seen it yet, you can access the report at the following web address:

http://bit.ly/OGGO_EN

Amongst the many recommendations made by the Committee, most of which we support, we note the absence of a recommendation on postal banking. In your province alone 61% of the communities do not have a financial institution, yet they have a corporate post office. Often your constituents have to travel long distances to receive banking services. If your citizens have to travel out of town for banking services, it is almost certain that they will also patronize other businesses in that town or city, thereby losing earning opportunities from your own town's businesses.

We at CPAA strongly feel that the resurrection of the postal bank, which was closed in 1969 when large banks were expanding in rural Canada, is a perfect fit for Canada Post. More importantly for the businesses and the citizens of your community, it is a means to ensure access to financial services. You may remember that prior to the OGGO's report, the Government had set up a Task Force to examine the challenges of Canada Post and to provide options for the future of the Corporation. The Task Force report¹, which preceded the OGGO's report, mentioned that 39% of Canadian businesses would use a postal bank. It also mentioned that 38% of Canadian citizens would use a postal bank.

¹ <http://bit.ly/tpsgc>

According to the 2011 Census, Canada's rural population consisted of 6,329,414 citizens. What bank could not succeed with 38% of that number of customers?

If like us at CPAA, you feel that a postal bank would benefit your community, we ask you to write to Minister Judy Foote to voice your views and concerns. We recommend that you also copy your letter or email it to Ms. Karine Trudel, the New Democrat MP who sat on the OGGO Committee, as she was a strong supporter of the postal bank. Their postage-free addresses and email addresses are as follows:

The Honourable Judy Foote
Minister of Public Services and Procurement
House of Commons
Ottawa, Ontario
Canada K1A 0A6 or judy.foote@parl.gc.ca

Ms. Karine Trudel (MP)
House of Commons
Ottawa, Ontario
Canada K1A 0A6 or karine.trudel@parl.gc.ca

Canada Post is uniquely positioned to offer financial services to rural Canada. When Canada Post can make money, and offer more services to Canadians who need them, we have a perfect opportunity. Let's not lose it!

Thank you for your time. Should you have any questions or wish to discuss this issue with a local CPAA representative, we invite you to reach out to our British Columbia and Yukon CPAA President as follows:

President Barbara J. Lincoln
7519 Sechelt Inlet Road
Sechelt BC V0N 3A4
(604) 885-6006
barb.lincoln@cpaa-bcyukon.com

Sincerely,



Brenda McAuley, CPAA National President
281 Queen Mary St.
Ottawa ON K1K 1X1

OPEN LETTER TO BC LOCAL GOVERNMENTS
ATTN: Mayor & Council, all BC local governments
January 25, 2017

Dear Sirs/Mesdames:

Re: We must hold fossil fuel companies responsible for climate change

Wildfires. Drought. Flooding. Rising sea levels. Climate change is already reshaping and impacting BC communities in profound and frightening ways. As unchecked fossil fuel pollution continues to push global temperatures ever higher, we are frightened for our communities, for communities around the world, and for the world we leave our children. These impacts are still more challenging for vulnerable groups - the poor, Indigenous people, women and children - who are often unable to respond to unexpected weather or other climate impacts.

But there is hope. If the fossil fuel companies - whose products are the major drivers of climate change - had to pay even a fraction of the associated climate costs, they would not be able to out-compete renewables and would pivot towards sustainable alternatives without delay. BC communities can play a key role in demanding accountability from the fossil fuel industry for the harm that they are causing our communities, and challenge the myth that the fossil fuel economy can continue business as usual despite the destruction it is causing to our atmosphere.

The fossil fuel industry is keen to avoid a conversation about its responsibility for climate change. Just 90 entities - primarily fossil fuel companies - have caused almost 2/3 of human caused greenhouse gas emissions, and just three - Chevron, Exxon Mobil and Saudi Aramco - are responsible for almost 10%¹. Like the tobacco industry before it, Big Oil relies on the perception that individual consumers are responsible for climate change while pocketing billions of dollars in profits from products that they know are disastrous for our atmosphere and communities around the world.²

BC and Canadian taxpayers will end up paying the costs of climate change in many different ways. But unless our communities demand that fossil fuel companies pay their fair share of these costs, this industry will continue pushing products that the world cannot afford to burn.

1. Heede, R. "Tracing anthropogenic carbon dioxide and methane emissions to fossil fuel and cement producers, 1854-2010 Climatic Change (2014) 122: 229. doi:10.1007/s10584-013-0986-y. See also <http://www.climateaccountability.org/> for emissions figures through to 2013.

2. <https://www.smokeandfumes.org/>; <https://insideclimatenews.org/content/Exxon-The-Road-Not-Taken>.



BC's local governments are well placed to play a global leadership role by demanding accountability. We can come together to start a new global conversation about the moral and legal responsibility of the fossil fuel industry for its role in fueling climate change.

We – as BC-based community groups – support the Climate Law in our Hands Initiative and are asking you to:

1. DEMAND FOSSIL FUEL ACCOUNTABILITY

It has been rare for anyone to even ask the fossil fuel industry to take responsibility for its role in causing the global crisis – and the local climate impacts like floods, wildfires and droughts. This avoidance of responsibility ends in BC – when you, and other local governments across the province, write to the world's fossil fuel companies asking them to take their fair share of responsibility for climate change.

This demand can take the form of a detailed invoice for climate costs or a letter simply enquiring as to the company's position on paying a fair share. It can be tailored to reflect the needs and capacity of each community.³

2. WORK TOWARDS A CLASS ACTION LAWSUIT

BC communities can demand accountability from the fossil fuel industry in a variety of ways, but if necessary, we may need local governments to demand accountability through the courts.

Lawyers at West Coast Environmental Law have exhaustively researched how a class action – a joint legal action brought by one or more “representatives” of BC's local governments – could be brought against major fossil fuel companies for their role in causing climate change.

We ask you to consider whether your municipality would be willing to launch a class action as a representative and/or how you might support a case launched by other local governments. BC communities need to come together and get behind this type of legal action. Bringing this case will make it clear that fossil fuel companies cannot avoid a legal conversation about accountability – and if we win, we will set a precedent that could change the world – putting us on a global path that will avoid more dangerous climate change.⁴

3. Sample accountability letters are available online at www.climatelawinourhands.org/demand-accountability.

4. See <http://www.climatelawinourhands.org/bcclassaction> or have your lawyers speak with the Climate Law in our Hands team at West Coast Environmental Law for more information on the legal basis for a class action.



Conclusion

Both of these actions, as well as a general public discussion about the role of fossil fuels in our future economy, are most likely to move forward if our communities understand how we are being, and will be, impacted by climate change. We urge you to work with your citizens, climate scientists and other experts in a publicly transparent way to explore what needs to be done to prepare your community for climate change.

Whether we realize it or not, our communities are facing a tidal wave of costs, debt and disaster relief arising from the many effects of climate change. It is time to ask whether we alone are going to bear those expenses, or whether the companies that have made billions of dollars creating this situation also bear some responsibility.

By demanding that those who profit the most from climate change pay their fair share, BC local governments can dramatically reshape the global conversation about climate change and the fossil fuel industry. Community groups around BC will be calling on fossil fuel companies to take responsibility for their role in causing the climate crisis and we hope that you will join us.

Signed by:

West Coast Environmental Law Association	350.org Canada	Canadian Association of Physicians for the Environment
Coalition to Protect East Kamloops	Douglas Channel Watch	Public Health Association of BC
Kelowna Chapter Council of Canadians	BC Yukon Kairos	KAIROS Metro Van
KAIROS BC/Yukon Kootenay Subregion	Pacific Wild	Prince George Public Interest Research Group
Silva Forest Foundation	Sierra Club BC	Climate Change in Focus
Blewett Conservation Society	Dogwood Initiative	We Love This Coast
West Kootenay EcoSociety	Gibson Alliance of Business and Community Society	Comox Valley Global Awareness Network
SFU350	Alliance4Democracy	Earthkeepers: Christians for Climate Justice
UBC Environmental Law Group	Sunshine Coast Conservation Association	Burnaby Residents Opposing Kinder Morgan Expansion-BROKE
Voters Taking Action on Climate Change	Comox Valley Council of Canadians	LeadNow
Wilderness Committee	Parksville Qualicum Beach KAIROS	Fraser Voices Association
The WaterWealth Project	Georgia Strait Alliance	Stand.earth
UBC350	Northwest Institute	Knox United Church
Citizens Against Urban Sprawl Society (CAUSS)	Friends of Wild Salmon Coalition	Association of Whistler Area Residents for the Environment
Atira Women's Resource	Friends of Morice Bulkley	Salmon Coast Field Station Society
MiningWatch Canada	My Sea to Sky	Saanich Inlet Network
The Canadian Youth Climate Coalition	Divest Victoria	
Council of Canadians	Wildsight	
Kitimat Terrace Clean Air Coalition	Greenpeace Canada	
	Burnaby Pipeline Watch	
	Environmental Defense Working Group	

Please direct any reply to this letter, including notice of any resulting agenda items or resolutions, to us c/o West Coast Environmental Law, 200-2006 West 10th Avenue, Vancouver, BC V6J 2B3, Fax: 604-684-1312, Email: agage@wcel.org.

Legislative Office:
Parliament Buildings
Victoria, B.C.
V8V 1X4
Phone: 250 387-6651
Fax: 250 387-1522
norm.letnick@gov.bc.ca



Norm Letnick, M.L.A.
(Kelowna-Lake Country)
Minister of Agriculture
Province of British Columbia

Constituency Office:
101-330 Highway 33 West
Kelowna, B.C.
V1X 1X9
Phone: 250 765-8516
Fax: 250 765-7283
<http://normletnickmla.bc.ca>

January 30, 2017

Mayor Douglas R. Daugert
Village of Port Clements
PO Box 198
Port Clements
BC V0T 1R0

Dear Mayor Douglas R. Daugert,

We are writing to encourage your local government to access financial assistance from the B.C. Government Francophone Affairs Program (FAP), to support the delivery of French programs and services in your jurisdiction.

There are 70,000 Francophones and 300,000 Francophiles across British Columbia. One of the mandates of FAP is to deliver the Canada-British Columbia official Languages Agreement on French-Language Services. By partnering with FAP, local governments can access funding through the Official Languages Agreement for projects either with a French component or entirely in French.

Eligible projects must support service development, planning and delivery in one or more of the five priority areas identified in the Agreement: Health and Social Services, Economic Development, Arts and Culture, Justice and Communications. The B.C. Government has already successfully partnered with many local governments on multiple projects, such as:

- City of Nelson – Regional Visitor Gateway / Bilingual Signage
- City of Prince George – 2015 Canada Games / Civic Plaza Enhancement Project
- Township of Esquimalt – Centennial Walkway / Historical Pavers Bricks
- City of Vancouver – Public Library / Purchase of French Material
- District of Tofino – Recreation Program / Early Childhood French Activities
- City of Coquitlam – Arts and Culture / Art in Public Places

We invite you to share this funding opportunity with your senior staff and to invite them to contact Chantal Brodeur, the Manager of the Program, to discuss ideas, program guidelines and explore partnerships. Chantal Brodeur can be reached at (250) 387-2028 or chantal.brodeur@gov.bc.ca. You can also access more information about the Program and the funding guidelines by consulting the FAP website at: www.gov.bc.ca/francophoneaffairs.

Many successful projects start with a conversation and grow to benefit the entire community. We look forward to seeing more partnerships between FAP and local governments to increase access to French services to British Columbians.

Sincerely,

A stylized, handwritten signature in black ink, consisting of a large, sweeping 'L' shape followed by a horizontal line.

Norm Letnick
Minister of Agriculture,
Responsible for Francophone Affairs Program

A complex, handwritten signature in black ink, featuring multiple loops and a long, horizontal trailing line.

Peter Fassbender
Minister of Community, Sport and Cultural Development



Proposal for Reserves Notations Designations Transfer of Administration

- ☐ ORDER-IN-COUNCIL RESERVE (SEC. 15)
☒ MAP RESERVE (SEC. 16)
☐ TRANSFER OF ADMINISTRATION (SEC. 106)
☐ TRANSFER OF ADMINISTRATION & CONTROL (SEC. 31)

- ☐ DESIGNATED USE AREA (SEC. 17)
☐ DESIGNATED CLOSURE AREA (SEC. 66)
☐ NOTATION OF INTEREST

AGENCY NAME:
Ministry of Forests, Lands, and Natural Resource Operations

AGENCY FILE NO:

RESPONSIBLE OFFICIAL FOR CONTACT:
Alvin Cober, Ecosystem Biologist

AGENCY ADDRESS:
Haida Gwaii Natural Resource District
P.O. Box 39, Queen Charlotte, B.C. V0T 1S0

PHONE NO:
250-559-6247

LAND PURPOSE:
Fish and Wildlife Management

LAND LOCATION:
Northwest side of Kumdis Island, Masset Inlet

LAND DISTRICT:
Queen Charlotte

AREA (ha):
124.9 ha

☒ Digital Shapefile (.SHP) supplied in BC Albers NAD83 projection

CROWN LAND IS:

☒ SURVEYED
- GIVE LEGAL DESCRIPTION

OR

☐ UNSURVEYED
- GIVE METES AND BOUNDS DESCRIPTION

District Lot 1829 and portions of District Lots 988, 989, 1807, 1808, 1814 and unsurveyed Crown lands and foreshore along Masset Sound including Cub Island itself.

THE AREA REQUESTED IS OUTLINED IN RED ON ATTACHED MAP (IF APPLICABLE)

Term Required

☐ 1 YEAR ☐ 2 YEARS ☐ 3 YEARS ☐ 4 YEARS ☐ 5 YEARS ☒ OTHER Long term

RATIONALE FOR PROPOSAL (ATTACH SEPARATE SHEET IF NECESSARY)

The Cub Island Wetlands were identified as a priority coastal wetland by the North Coast Wetlands Program (1992-93). It is the largest, shallow saltmarsh complex found along the 27 km length of Masset Sound between Collison Point and Maast Island to the north. Once a Sec. 16 Map Reserve is in place, the area will be evaluated as a Wildlife Management Area candidate as part of implementation of the Haida Gwaii Marine Plan.

PROPOSAL IMPACT ON EXISTING OR POTENTIAL LAND USE (ATTACH SEPARATE SHEET IF NECESSARY)

The wetland complex is composed of surveyed and vacant crown lands and foreshore on the northwest side of Kumdis Island. Kumdis Is. is mostly within TFL 60 and borders on but is not in overlap with the application area. An investigative license (File # 1413766 for Ocean Energy - tidal) is in overlap with the Sec. 16 MR application areas in the shallow waters in and around Cub Island. The proposal is consistent with the MaPP zonation of IUCN - Type V covering the waters of Masset Sound.

AGENCY

AUTHORIZATION Jan. 31st, 2017
Date

[Signature]
Signature

Ecosystem Biologist
Title

FOR OFFICIAL USE ONLY

DATE RECEIVED (D/M/Y)
/ /

FILE NO.

ADMINISTRATIVE REGION

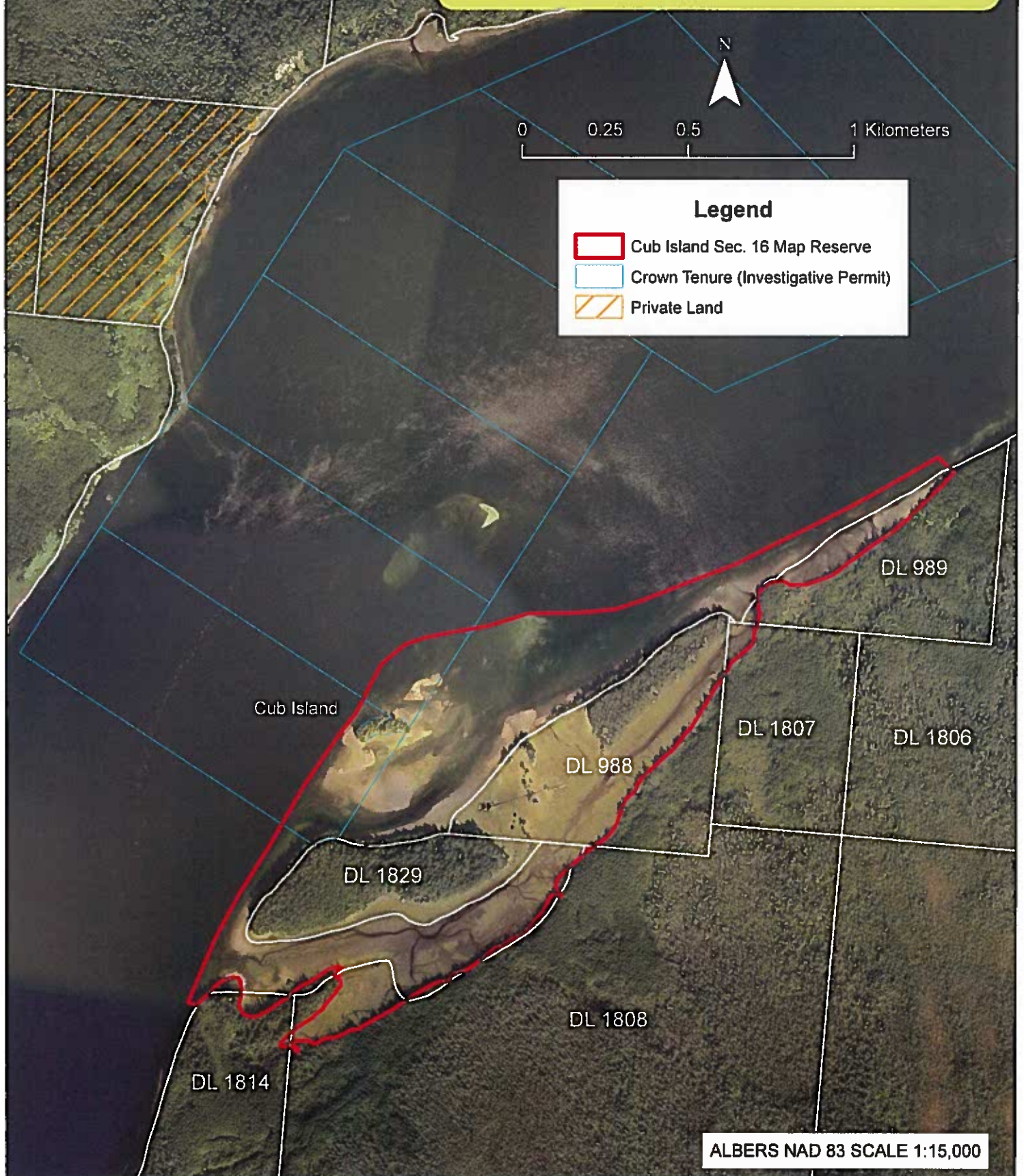
LAND INSPECTION REQUIRED
☐ YES ☐ NO

PROPOSAL FOR
☒ FORESHORE ☐ OTHER

LAND IN
☐ PLANNED AREA ☐ UNPLANNED AREA ☐ PROVINCIAL FOREST

ESTIMATE OF LAND VALUE
\$

Cub Island Wetlands Proposed Section 16 Map Reserve 124.9 ha



VILLAGE OF PORT CLEMENTS

BYLAW NO.438, 2017

Financial Plan Bylaw for the Years 2017-2021

The Council for the Village of Port Clements, in open meeting assembled, enacts as follows:

1. Schedule A attached hereto and made a part of this bylaw is hereby adopted and comprises the Financial Plan for the Village of Port Clements for the years January 1, 2017 and ending December 31, 2021.
2. This Bylaw may be cited for all purposes as "The Financial Plan for the years 2017-2021 - Bylaw #438, 2017".
3. Bylaw #432, 2016 is hereby repealed.

READ A FIRST TIME THIS DAY OF March, 2017.

READ A SECOND TIME THIS DAY OF March, 2017

READ A THIRD TIME THIS DAY OF March, 2017

RECONSIDERED AND FINALLY ADOPTED THIS DAY OF , 2017

DOUG DAUGERT
DEPUTY MAYOR

KIM MUSHYNSKY
CAO

CERTIFIED A TRUE COPY OF VILLAGE OF
PORT CLEMENTS FINANCIAL PLAN 2017-2021 BYLAW NO. 438, 2017

Schedule "A"					
General Fund					
	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget
Property Tax- Municipal	127,000	127,000	127,000	127,000	127,000
Payments in Lieu	7,500	7,500	7,500	7,500	7,500
Sales of Services	9,750	9,750	9,950	9,950	10,150
Revenue From Own Sources	117,700	118,725	120,800	121,325	123,400
Unconditional Transfers	375,000	375,000	375,000	375,000	375,000
Conditional Transfers	65,625	90,625	90,625	90,625	90,625
Multi Purpose Building Revenue	12,950	13,100	13,300	13,400	13,500
Transfers From Reserves (deficit budget)	0	0	0	0	0
Collections for Other Agencies	189,010	189,510	189,510	189,510	189,510
Total Revenues	904,535	931,210	933,685	934,310	936,685
Legislative Expenses	38,950	37,000	45,050	40,150	37,250
General Administration	197,850	204,805	207,054	210,197	215,485
Fire Department	34,200	34,500	35,800	36,250	38,050
Emergency Services	750	750	750	750	750
Common Services	25,250	25,250	25,500	25,500	25,750
Wharf Services	10,500	10,610	10,870	10,980	11,150
Small Craft Harbour	14,300	12,500	12,700	13,400	13,500
Roads	46,300	47,150	48,100	47,750	48,850
Environmental Health	580	680	780	880	1,080
Environmental Development	4,500	3,900	3,900	3,900	3,900
Parks and Recreation	52,100	43,150	43,700	44,300	45,500
Cultural Buildings and Facilities					
Fiscal Services	2,000	2,000	2,000	2,000	2,000
Contributions to Reserves (surplus budget)	44,145	52,905	40,171	40,743	33,710
Capital Expenses	65,000	90,000	90,000	90,000	90,000
Multi Purpose Building Expenses	46,600	47,000	48,300	48,500	50,700
Amortized asset contribution to reserve	132,000	132,000	132,000	132,000	132,000
Taxes Levied for Other Agencies	189,510	187,010	187,010	187,010	187,010
Total Expenses	904,535	931,210	933,685	934,310	936,685
Surplus/ (Deficit)	0	0	0	0	-0

	"Schedule A"				
Water Fund					
	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget
Fees & Taxation	111,000	111,000	111,000	111,000	111,000
Grants	65,000	65,000	65,000	65,000	65,000
Total Revenues	176,000	176,000	176,000	176,000	176,000
Operating Expenses	69,600	63,550	65,550	65,750	68,950
Contribution to Reserves	15,400	21,450	19,450	19,250	16,050
Amortization & deferred revenue	91,000	91,000	91,000	91,000	91,000
Total Expenses	176,000	176,000	176,000	176,000	176,000
Surplus/ (Deficit)	0	0	0	0	0
	"Schedule A"				
Sewer Fund					
	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget
Fees & Taxation	68,436	68,436	68,436	68,436	68,436
Grants & Transfers	0	0	0	0	0
Total Revenues	68,436	68,436	68,436	68,436	68,436
Operating Expenses	36,700	38,250	39,500	40,900	42,600
Contribution to Reserves	13,736	12,186	10,936	9,536	7,836
Amortization	18,000	18,000	18,000	18,000	18,000
Debenture	0	0	0	0	0
Total Expenses	68,436	68,436	68,436	68,436	68,436
Surplus/ (Deficit)	0	0	0	0	0

	"Schedule A"				
Capital Projects					
	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget
General					
Road Improvements - Industrial Park	0	150,000	150,000	0	0
Purchase Chevron Property	0	75,000	0	0	0
Public Works Equipment	0	0	0	0	0
Trails	0	0	0	0	0
Fire Department Equipment	0	0	0	50,000	0
	0	0	0	0	0
Sub-total General	0	225,000	150,000	50,000	0
Water					
Replace Water Lines	0	250,000	250,000	0	0
Engineering Study	0	750,000	0	0	0
Sewer					
Lagoon upgrades for compliance	0	0	0	0	400,000
TOTAL REQUIREMENTS	0	1,225,000	400,000	50,000	400,000
SOURCES OF FUNDS					
General					
Grants	0	150,000	125,000	25,000	0
Village General Reserves	0	75,000	25,000	25,000	0
Gas Tax Grant	0	100,000	80,000	0	140,000
Sub-total General	0	325,000	230,000	50,000	140,000
Water					
Water Reserves	0	150,000	70,000	0	0
Grants	0	750,000	100,000	0	0
Sewer					
Sewer Reserves	0	0	0	0	120,000
Grants	0	0	0	0	140,000
TOTAL FUNDS PROVIDED	0	1,225,000	400,000	50,000	400,000

**Village of Port Clements
2017-2021 Financial Plan
Statement of Objectives
of Bylaw No. 438, 2017**

In accordance with Section 165(3.1) of the *Community Charter*, the Village of Port Clements (Village) is required to include in the Five Year Financial Plan, objectives and policies regarding each of the following:

1. The proportion of total revenue that comes from each of the funding sources described in Section 165(7) of the *Community Charter*;
2. The distribution of property taxes among the property classes
3. Permissive Tax exemptions

Funding Sources

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2017. Government grants form the greatest proportion of revenue. The government grants that are included in this total include the following: \$440,000 for the small community Grant, and the community works fund.

User Fees and Charges make up the second highest amount for 2017.

The third highest source of revenue is Property Taxes.

Objective

- For the 2017 – 2021 years to incorporate a 0% tax increase annually as well as 0% increase for both water and sewer annually.
- Council has planned to incorporate local employment where possible, and encourage contractors bidding on works with the Village to utilize unemployed workers.

Table 1: Sources of Revenue

Revenue Source	% of Total Revenue	Dollar Value
Property taxes	24%	226,936.00
User Fees and charges	24%	228,025.00
Other sources	7%	65,000.00
Proceeds from borrowing	0%	0.00
Government grants	45%	440,000.00
Total	100%	\$959,961.00

Distribution of Property Tax Rates

Table 2 outlines the distribution of property taxes among the property classes. The residential property class provides the largest proportion of property tax revenue. This is appropriate as this class also forms the largest portion of the assessment base and consumes the majority of the Village's services.

Objectives

Policies

- Continue to maintain and encourage economic development initiatives designed to attract more retail and commercial businesses to invest in the community. Align the distribution of tax rates among the property classes with the social and economic goals of the community, particularly to encourage a range of employment opportunities.
- Regularly review and compare the Village's distributions of tax burden relative to other municipalities in British Columbia.

Table 2: Distribution of Property Tax Rates

Property Class	% of Total Property Taxation	Dollar Value
Residential (1)	56.8%	\$72,015.00
Utilities (2)	0.3%	\$473.00
Major Industrial (4)	0	\$0.00
Light Industrial (5)	21.9%	\$27,863.00
Business and Other (6)	19.4%	\$24,523.00
Managed Forest (7)	1.5%	\$1,968.00
Recreation/Non-profit (8)	0.1%	\$173.00
Farmland (9)	0	\$0.00
Total	100%	\$127,015.00

Permissive Tax Exemptions

- The Village did not issue permissive tax exemptions for 2017

VILLAGE OF PORT CLEMENTS

Page 1 of 2

Cheque Listing For Council

2017-Mar-2
12:23:33PM

Cheque #	Cheque Date	Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
170052	2017-02-01	DEDILUKE LAND SURVEYING INC.	4941/17	PAYMENT TRAIL EXTENSION STAKING & FI	16,082.95	16,082.95
170053	2017-02-01	ESC Automation Inc.	15-3919-6 15-3919-HB	PAYMENT PROGRESS BILLING FOR BIOMA RETENTION BILLING FOR BIOMA	4,676.81 5,196.35	9,873.16
170054	2017-02-01	HARBOUR AUTHORITY ASSOCIATION of BC	1099	PAYMENT ANNUAL MEMBERSHIP FEES	175.00	175.00
170055	2017-02-01	MCELHANNEY	2311 057601	PAYMENT WATER SYSTEM STUDY REPOR	8,642.83	8,642.83
170056	2017-02-01	Northern Communications	32318-02012017	PAYMENT FIRE DISPATCH SERVICES	171.55	171.55
170057	2017-02-01	O'Donoghue, Sean	20170102B 20170201	PAYMENT SUPPLIES FOR PLAYGROUND E SCH CONFERENCE	104.13 1,151.41	1,255.54
170058	2017-02-01	PACIFIC BLUE CROSS	437706	PAYMENT EXTENDED HEALTH & DENTAL	1,003.06	1,003.06
170059	2017-02-01	RECEIVER GENERAL - CRA	20170201	PAYMENT REMITTANCE	4,177.83	4,177.83
170060	2017-02-09	Angela's Place-Social Cafe & Fuel Station	20170131	PAYMENT DIESEL FUEL	100.01	100.01
170061	2017-02-09	BAYVIEW MARKET	20170203	PAYMENT FOOD BANK VOUCHER REIMBUI	540.00	540.00
170062	2017-02-09	BC HYDRO	400002769804	PAYMENT HYDRO	4,524.97	4,524.97
170063	2017-02-09	BIG RED ENTERPRISES	16390	PAYMENT CONTAINER SERVICE JAN 2017	283.76	283.76
170064	2017-02-09	Bliss, Marilyn	20170208	PAYMENT FAMILY DAY EVENT	84.39	84.39
170065	2017-02-09	Board of School Trustees	1617-055	PAYMENT GRAYDON SECURITY & PROPAN	1,917.09	1,917.09
170066	2017-02-09	Haida Gwaii Consumers CO-OP Assoc. Ltd.	20170206	PAYMENT PLAYGROUND SUPPLIES	97.70	97.70
170067	2017-02-09	HAIDA GWAII FOREST PRODUCTS	2508	PAYMENT BIOMASS FUEL	1,418.13	1,418.13
170068	2017-02-09	MINISTER OF FINANCE, FORESTS, LANDS & NA	EMI258830	PAYMENT SEWAGE DISCHARGE FEE	457.62	457.62
170069	2017-02-09	MINISTER OF FINANCE, HOME OWNER GRANT	20170206	PAYMENT REPAY OVERPAYMENT IN HOG	1,045.00	1,045.00
170070	2017-02-09	MUNICIPAL INFORMATION SYSTEMS INC	20170201	PAYMENT MUNIWARE SUPPORT	644.33	644.33
170071	2017-02-09	Pete the Electrician	022 2017	PAYMENT MEDICAL CLINIC EXIT LIGHTS	1,323.90	1,323.90
170072	2017-02-09	Richardson, Sara	20170208	PAYMENT JANITORIAL SERVICES	255.00	255.00
170073	2017-02-09	Skeena Queen Charlotte Regional District	20170206	PAYMENT GARBAGE BILLNG 2017 1ST QU/	15,115.50	15,115.50
170078	2017-02-16	Adams, Sarah	20170214	PAYMENT FAMILY DAY COOKIES	40.00	40.00
170079	2017-02-16	Black Press Group Ltd.	33087501	PAYMENT ADVERTISEMENTS	900.32	900.32
170080	2017-02-16	C. AND C. BEACHY CONTRACTING LTD	10301	PAYMENT SANDING, SNOW REMOVAL, LO/	2,367.75	2,367.75
170081	2017-02-16	COASTAL PROPANE	160655	PAYMENT TANK RENTAL	109.76	109.76

VILLAGE OF PORT CLEMENTS

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Cheque Listing For Council

2017-Mar-2
12:23:33PM

Cheque #	Cheque Date	Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
170082	2017-02-16	Davis, Josina	20170214	PAYMENT FAMILY DAY ENTERTAINMENT	150.00	150.00
170083	2017-02-16	GRAND & TOY LIMITED	K626862	PAYMENT OFFICE SUPPLIES	451.67	451.67
170084	2017-02-16	MUNICIPAL INFORMATION SYSTEMS INC	20161898	PAYMENT MUNIWARE SUPPORT SERVICE	309.04	309.04
170085	2017-02-16	TELUS COMMUNICATIONS INC.	20170128	PAYMENT TELEPHONE	1,358.32	1,358.32
170086	2017-02-16	TRAPLIN, COLIN	20170210 20170214	PAYMENT PAYOUT CREDIT ON TAX FOLIO REPLACEMENT FOR CHQ # 1605	1,885.00 1,445.00	3,330.00
170087	2017-02-16	van Hemert & Company	2017-04	PAYMENT CONT # VOPC-2016-001	1,940.27	1,940.27
170088	2017-02-16	XEROX CANADA LTD.	958516189	PAYMENT COPY CHARGES	151.56	151.56
170089	2017-02-23	BAYVIEW MARKET	20170223	PAYMENT FAMILY DAY	455.29	455.29
170090	2017-02-23	EAGLECREST ENTERPRISES LTD	00141A	PAYMENT AUGER HOLES	210.00	210.00
170091	2017-02-23	Lidstone & Company, Barristers and Solicitors	14519	PAYMENT LEGAL FEES	57.12	57.12
170092	2017-02-23	MasterCard, CUETS FINANCIAL	20170131	PAYMENT POSTAGE, FIRE PUMP, RADIO R	8,116.21	8,116.21
170093	2017-02-23	SAANICH PLUMBING & HEATING LTD.	007199	PAYMENT FIRE PUMP REPAIR & EMERGEN	637.24	637.24
170094	2017-02-23	SHAROON SERVICES	2017-03	PAYMENT BLEACHER DESIGN	121.28	121.28
170095	2017-02-23	Stewart McDannold Stuart	75118	PAYMENT LEGAL ADVICE	285.60	285.60
170096	2017-02-23	UNION OF BC MUNICIPALITIES	D-4463	PAYMENT ANNUAL DUES	672.00	672.00
170097	2017-02-23	WEIGUM, SHIRLEY	031811	PAYMENT JANITORIAL SERVICES	1,050.00	1,050.00
170098	2017-02-23	WORKERS' COMPENSATION BOARD	012911043	PAYMENT 2016 EMPLOYER PAYROLL	52.69	52.69

Total 91,955.44

*** End of Report ***

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

STATEMENT OF ACCOUNTS

PO Box 94
 Masset BC V0T 1M0

MASSET BRANCH 250-626-5231

MEMBER NUMBER

STATEMENT DATE January 31, 2017

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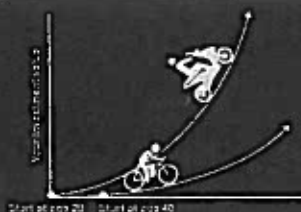
DEMAND ACCOUNTS

Date	Description	Number	Withdrawals	Deposits	Balance
Business 75					
31Dec2016	Balance Forward				371,422.82
03Jan2017	Pre-Authorized Credit - PROVINCE OF B.C			742.67	372,165.49
03Jan2017	Clearing Cheque	160616	220.73		371,944.76
03Jan2017	Clearing Cheque	160641	404.72		371,540.04
04Jan2017	Clearing Cheque	160619	145.60		371,394.44
04Jan2017	Clearing Cheque	160639	218.40		371,176.04
04Jan2017	Clearing Cheque	160637	435.01		370,741.03
04Jan2017	Clearing Cheque	160622	6,456.00		364,285.03
05Jan2017	Clearing Cheque	160629	125.38		364,159.65
05Jan2017	Clearing Cheque	160621	782.72		363,376.93
05Jan2017	Clearing Cheque	160626	1,638.00		361,738.93
06Jan2017	Withdrawal	22	5,868.17		355,870.76
06Jan2017	Deposit			537.75	356,408.51
06Jan2017	Deposit			1,362.19	357,770.70
06Jan2017	Deposit			2,033.15	359,803.85
06Jan2017	Clearing Cheque	160640	145.60		359,658.25
06Jan2017	Clearing Cheque	160620	1,858.43		357,799.82
06Jan2017	Pre-Authorized Credit - ELAVON MERCH SVCS			200.00	357,999.82
09Jan2017	Incoming Interac Email Money Transfer	2017010		30.00	358,029.82
09Jan2017	Pre-Authorized Debit - Municipal Pensi		1,075.30		356,954.52
10Jan2017	Clearing Cheque	170006	325.00		356,629.52
10Jan2017	Clearing Cheque	160651	367.50		356,262.02
10Jan2017	Clearing Cheque	160628	1,422.36		354,839.66
11Jan2017	Clearing Cheque	160596	28.63		354,811.03
11Jan2017	Clearing Cheque	160652	44.75		354,766.28
11Jan2017	Clearing Cheque	160642	257.64		354,508.64
11Jan2017	Clearing Cheque	160611	570.21		353,938.43
11Jan2017	Clearing Cheque	160576	889.06		353,049.37
12Jan2017	Clearing Cheque	160560	889.92		352,159.45
12Jan2017	Clearing Cheque	160617	3,017.84		349,141.61

continued...

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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

STATEMENT DATE January 31, 2017

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Date	Description	Number	Withdrawals	Deposits	Balance
Business 75					
12Jan2017	Pre-Authorized Credit - SCHOOL DISTRICT 50			1,082.29	350,223.90
13Jan2017	Clearing Cheque	160654	396.55		349,827.35
13Jan2017	Clearing Cheque	160653	3,207.55		346,619.80
13Jan2017	Clearing Cheque	160649	3,632.95		342,986.85
13Jan2017	Deposit			6,033.87	349,020.72
13Jan2017	Pre-Authorized Credit - ELAVON MERCH SVCS			15.00	349,035.72
13Jan2017	Misc Credit Transaction Northern savings float Port opening			1,046.40	350,082.12
16Jan2017	Clearing Cheque	170003	28,216.65		321,865.47
16Jan2017	Bill Payment Credit Union MasterCard 5527497140094880 Vendor Confirmation: 400914	629072	1,265.21		320,600.26
16Jan2017	Bill Payment Telus Communications 2285720649 Vendor Confirmation: 402215	629210	1,387.61		319,212.65
17Jan2017	Clearing Cheque	160650	979.65		318,233.00
17Jan2017	Clearing Cheque	170002	3,440.00		314,793.00
18Jan2017	Pre-Authorized Credit - PROVINCE OF B.C			2,837.37	317,630.37
18Jan2017	Clearing Cheque	70009	55.41		317,574.96
18Jan2017	Clearing Cheque	70013	120.00		317,454.96
19Jan2017	Clearing Cheque	160638	300.00		317,154.96
19Jan2017	Clearing Cheque	160625	2,986.98		314,167.98
20Jan2017	Withdrawal	22	5,461.29		308,706.69
20Jan2017	Clearing Cheque	170001	607.57		308,099.12
20Jan2017	Clearing Cheque	170017	811.12		307,288.00
20Jan2017	Clearing Cheque	170012	1,297.37		305,990.63
20Jan2017	Clearing Cheque	170014	11.20		305,979.43
20Jan2017	Clearing Cheque	170010	171.55		305,807.88
20Jan2017	Clearing Cheque	170007	22,196.33		283,611.55
23Jan2017	Clearing Cheque	170005	30.00		283,581.55
23Jan2017	Pre-Authorized Debit - Municipal Pensi		976.65		282,604.90
24Jan2017	Pre-Authorized Credit - ELAVON MERCH SVCS			142.68	282,747.58
24Jan2017	Clearing Cheque	170004	169.66		282,577.92
24Jan2017	Clearing Cheque	170030	630.00		281,947.92

continued...

Notice of the Membership and Annual General Meeting

Membership Meeting:
7pm, Wednesday, May 9, 2017, in the Masset branch
Annual General Meeting:
7pm, Wednesday, May 10, 2017 in Prince Rupert
Learn more at www.northsave.com

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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

STATEMENT DATE January 31, 2017

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Date	Description	Number	Withdrawals	Deposits	Balance
Business 75					
24Jan2017	Clearing Cheque	170035	60,500.00		221,447.92
26Jan2017	Pre-Authorized Credit - ELAVON MERCH SVCS			30.00	221,477.92
27Jan2017	Clearing Cheque	170016	30.00		221,447.92
27Jan2017	Clearing Cheque	170025	283.76		221,164.16
27Jan2017	Money Transfer - Outgoing	MTS	10,898.40		210,265.76
27Jan2017	Deposit			3,846.50	214,112.26
27Jan2017	Transfer in from 643734 Masset cheq			250.00	214,362.26
30Jan2017	Clearing Cheque	170011	119.18		214,243.08
30Jan2017	Clearing Cheque	170022	570.00		213,673.08
31Jan2017	Clearing Cheque	170015	408.67		213,264.41
31Jan2017	Clearing Cheque	170031	718.23		212,546.18
31Jan2017	Credit Interest			260.62	212,806.80
31Jan2017	Monthly Service Fee		55.00		212,751.80
Total Withdrawals and Deposits			179,121.51	20,450.49	

Number of Cheques 47

Membership Shares

31Dec2016	Balance Forward				38.37
Total Withdrawals and Deposits			.00	.00	

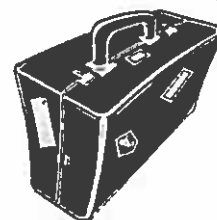
Business Simply Savings

31Dec2016	Balance Forward				358,979.89
03Jan2017	Transfer out to term 20		49,060.79		309,919.10
31Jan2017	Credit Interest			252.61	310,171.71
Total Withdrawals and Deposits			49,060.79	252.61	

continued...

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Village Of Port Clements

STATEMENT OF ACCOUNTS

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Masset BC V0T 1M0

MASSET BRANCH 250-626-5231

MEMBER NUMBER

STATEMENT DATE January 31, 2017

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TERM DEPOSITS

Date	Description	Withdrawals	Deposits	Balance
Term 7: 12 - 60 Month Term -				
31Dec2016	Balance Forward			266,474.17
Start 13Feb2016 - Rate 1.5000% - NextInt 13Feb2017 - Matures 13Feb2019				
Term 12: 12 - 60 Month Term -				
31Dec2016	Balance Forward			307,258.44
04Jan2017	Credit Interest		3,235.05	310,493.49
Start 04Jan2016 - Rate 1.0500% - NextInt 04Jul2017 - Matures 04Jul2017				
Term 16: 3 Year Harvest Term -				
31Dec2016	Balance Forward			11,539.49
Start 01Nov2015 - Rate 1.1000% - NextInt 01Nov2017 - Matures 01Nov2018				
Term 18: 12 - 60 Month Term -				
31Dec2016	Balance Forward			325,000.00
Start 30Jun2016 - Rate 1.0000% - NextInt 30Jun2017 - Matures 30Jun2017				
Term 19: 3 Year Harvest Term -				
31Dec2016	Balance Forward			773,415.00
Start 30Nov2016 - Rate 1.0000% - NextInt 30Nov2017 - Matures 30Nov2019				
Term 20: Short Term GSP (30 - 364 Days) -				
31Dec2016	Balance Forward			.00
03Jan2017	Transfer in from sav transfer to term 20		49,060.79	49,060.79
Start 03Jan2017 - Rate 0.7500% - NextInt 31Dec2017 - Matures 31Dec2017				

continued...

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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

STATEMENT DATE January 31, 2017

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Assets	Canadian Dollars	US Dollars
Chequing	212,751.80	.00
Savings	310,171.71	.00
Terms	1,735,982.94	.00
Registered Plans	.00	.00
Shares	38.37	.00
Total Assets	2,258,944.82	.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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STATEMENT RECONCILIATION IMPORTANT

CHEQUES OUTSTANDING

[illegible]

4. Complete the "reconciliation" below.

Closing Balance on this statement	
Plus Deposits made after statement closing date	
Sub-Total	
Less Outstanding Cheques	
Equals	
Cheque Book Balance	
DIFFERENCE	

1. Cost of borrowing expressed as an annual percentage rate, payable on the unpaid balance at the end of each monthly payment period.
2. Sum outstanding for less than 30 days will bear interest at the stated annual percentage applied daily for the number of days the said sum is outstanding.

continued...

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CIBC Account Statement

VILLAGE OF PORT CLEMENTS

For Jan 1 to Jan 31, 2017

Account number

[REDACTED]

Branch transit number

[REDACTED]

The names shown are based on our current records, as of February 2, 2017. This statement does not reflect any changes in account holders and account holder names that may have occurred prior to this date.

Account summary

Opening balance on Jan 1, 2017		\$185,045.08
Withdrawals	-	12,842.47
Deposits	+	2,808.88
Closing balance on Jan 31, 2017	=	\$175,011.49

Your authorized overdraft limit: \$179,500.00

Contact information

☎ 1 800 465 CIBC (2422)

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

TTY hearing impaired
1 800 465 7401

Outside Canada and the U.S.
1 902 420 CIBC (2422)

🌐 www.cibc.com

Transaction details

Date	Description	Withdrawals (\$)	Deposits (\$)	Balance (\$)
Jan 1	Opening balance			\$185,045.08
Jan 3	DEBIT MEMO SETTLEMENT: 0008 CIBC DATA CENTRE: 00	12,803.47		172,241.61
	DEBIT MEMO CHARGE FOR DEC CIBC EFT SERVICE CHARGE	39.00		172,202.61
Jan 5	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		50.00	172,252.61
Jan 6	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		60.00	172,312.61
Jan 10	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		179.25	172,491.86
Jan 11	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		184.63	172,676.49
Jan 17	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		2,150.00	174,826.49

(continued on next page)

CIBC Account Statement

Jan 1 to Jan 31, 2017

Account number: [REDACTED]

Branch transit number: [REDACTED]

Transaction details (continued)

Date	Description	Withdrawals (\$)	Deposits (\$)	Balance (\$)
Jan 17	Balance forward			\$174,826.49
Jan 24	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		185.00	175,011.49
	Closing balance			\$175,011.49

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).

TM Trademark of CIBC

® Registered trademark of CIBC

Interac® is a trademark of Interac Inc.; CIBC authorized user of the mark

F-3



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 21, 2017
Re: Equipment installation

Background: The Canadian Hazards Information Services (CHIS) is the group in Natural Resources Canada responsible for maintaining the Canadian National Seismic Network. They have over 150 seismograph stations throughout the country that relay real time information to computer data centres located in Ottawa and Sydney, BC. The data is used to help with early warning systems such as the tsunami warning system. Other researchers use the data to create seismic hazard maps that are used to update national building codes.

In December 2016 CHIS contacted the Village of Port Clements in regards to running a test to ensure that a small unit installed on the roof of the Fire Department would communicate with their equipment recently placed across the Masset Inlet. In early February the testing had been satisfactorily completed and they now wish to move ahead with a permanent installation on the roof of the Fire Department. Per the attached agreement they are seeking a 10 year license to place the equipment on the roof of the Fire Department at a rate of \$300/year – this will more than cover the annual electrical requirements for the equipment which were calculated to be approximately \$28 per annum. The equipment is very compact and does not interfere with any other equipment located near it – specifically equipment on the Gwaii Tel tower.

I have concurrently notified the Fire Department that I will be seeking Council authorization to proceed with this installation.

Recommendation: I recommend that we allow CHIS to install the equipment on the Fire Department roof per their request.

Respectfully submitted:

**LICENSE AGREEMENT
WITH NON-GOVERNMENT PARTIES (Private/Municipalities)**

Station Code:

BETWEEN Village of Port Clements
(Hereinafter referred to as the "Licensor")

AND

OF THE FIRST PART

HER MAJESTY THE QUEEN IN RIGHT OF CANADA
represented herein by the Minister of Natural Resources Canada

(Hereinafter referred to as the "Licensee")

OF THE SECOND PART

WHEREAS the Licensee has made application to the Licensor for permission to install and operate equipment on the Licensor's property as described in Appendix A;

AND WHEREAS the Licensor has consented to grant the application of the Licensee subject to such terms and conditions as are hereinafter contained;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the covenants, terms and conditions hereinafter reserved and contained, the parties agree to the covenants that follow:

1. The Licensor covenants and agrees:

- a.) the Licensor holds legal title to the Property herein described or has ostensible authority to act in that capacity for the purposes of entering into this License Agreement;
- b.) to hereby grant leave and license to the Licensee as described in *APPENDIX B - EQUIPMENT ON SITE* for: ☐ GNSS (GPS) ☒ CHIS Seismic Station ☐ Geomagnetic Station ☐ Other Geophysical Station
- c.) that subject to the availability thereof from his/her own source of supply, to supply the Licensee with any electrical power that may be required for the operation of the said equipment during the currency of this Agreement, and for that purpose to permit the Licensee to connect the same to his/her electrical system at such point as is most convenient to the Licensee;
☒ Applicable ☐ Non applicable
- d.) that the Licensee shall peaceably hold and enjoy the rights hereby granted without hindrance, molestation or interruption on the part of the Licensor or of any person, firm or corporation claiming by, through or under the Licensor;
- e.) grant to the Licensee a renewal of this Agreement for another year term, upon request of the Licensee at least 3 months prior of the last year of the term;
☒ Applicable ☐ Non applicable
- f.) to allow the Licensee to access the equipment for maintenance and repair by providing reasonable notice; and,
- g.) any costs associated with this access shall be borne by the Licensee or by that person, firm or corporation acting on the Licensee's behalf.

2. The Licensee covenants and agrees:

- a.) to pay the Licenser in consideration of the rights hereby granted the one-time lump sum payment of \$ _____ (inclusive of all applicable taxes); ☐ Applicable ☒ Non Applicable
- b.) to use the rights hereby granted for the purposes set forth herein and for no other purpose;
- c.) to construct, install and operate the equipment at the Licensee's own expense, in a good and workmanlike manner, and so as to cause no unnecessary disturbance or damage to the property of the Licenser;
- d.) that upon the termination of this Agreement or within a reasonable time thereafter the Licensee shall, at the Licensee's sole expense, remove any improvements and equipment and restore the property affected as nearly as is reasonably possible to the same condition in which it was at the commencement of this Agreement; and,
- e.) to assume all risk of loss, damages or injury to the Licensee's servants, employees, agents and property, except where such loss or damage is due to the negligence of the Licenser.
3. Upon completion of the terms and conditions of this Agreement the Licensee will pay the Licenser the sum of \$ 300 (inclusive of all applicable taxes), annually by a cheque made payable to the Licenser and dated _____ of each year of the Agreement.
4. This Agreement shall be effective on the 1-Apr-17 and shall expire on the 31-Mar-27. Either party may, by giving the other party three (3) months written notice, terminate this Agreement.
5. Any notice which is required to be given under the terms of this License shall be effectively given by one party to the other, as described in Appendix C.
6. This Agreement may be validly executed in counterpart and via facsimile or transmitted electronically by Portable Document Format (PDF). Facsimile or PDF copies shall have the same effect for all purposes as an ink-signed original.
7. No member of the House of Commons or the Senate shall be admitted to any share or part of this Agreement or to any benefit to arise therefrom.
8. Nothing in this Agreement creates the relationship of principal and agent, employer and employee, partnership or joint venture between the parties.
9. The Licensee shall indemnify and save harmless the Licenser, its employees and agents from and against all claims, demands, losses, costs including lawyer's fees, damages, actions, suits or proceedings, that are in any manner based upon, arising out of, or attributable to personal injury and property damage caused by the willful or negligent act or omission of the Licensee or its employees and agents arising directly or which are attributable to the exercise by the Licensee of the privileges herein granted.
10. The Licensee shall not bear any obligations for any prior or future environmental contaminations, damages or pollution arising out of or involving any Hazardous Substance brought onto the Lands by the Licenser, his agents or other third parties unrelated to the Licensee.
11. The Licensee, at their expense and sole discretion, may undertake an Environment Effect Evaluation (EEE) prior to the installation of equipment.
12. This Agreement shall be interpreted in accordance with the applicable Federal laws and the laws in force in the Province of _____ BC

IN WITNESS WHEREOF these presents have been duly signed and sealed by the Licensor and by the duly authorized representative of the Deputy Minister of Natural Resources Canada on behalf of the Minister of Natural Resources Canada representing the Licensee, the Queen in Right of Canada.

SIGNED by the Licensor, in the presence of	
_____ Witness	_____ Licensor
Dated _____	
SIGNED on behalf of Her Majesty, the Queen in the presence of	
_____ Witness	DEPARTMENT OF NATURAL RESOURCES CANADA _____ Licensee
Dated _____	

Notes / Details:

APPENDIX A - SITE INFORMATION AND SITE PLAN

Region: West and North

Address:

Legal Land Description:

GPS Coordinates

°N; °W.

Approximate Land Footprint: m² or (ha)

Approximate Building Footprint: m²

APPENDIX B - EQUIPMENT ON SITE

APPENDIX C - CONTACTS

Notice to be delivered to either Party by acceptable means being:

- (1) delivery by hand during normal business hours to the person responsible for receiving communications, in which case it is effective when delivered;
- (2) delivery by courier or registered mail, in which case it is effective when the delivery person obtains a signature accepting delivery; or
- (3) electronic transmission to the Party's office, in which case it is effective when receipt is electronically acknowledged.

All notices or other communications required by the Agreement shall be delivered or sent by an acceptable

SEISMIC

Henry Seywerd
Canadian Hazards Information Service, Natural Resources Canada
930 Carling Avenue (CEF, Building 7, Observatory Crescent)

Henry.Seywerd@canada.ca

TEL: (613) 996-3695

FAX: (613) 992-8836

LICENSOR

Name: Village of Port Clements

Complete address:

Email:

Tel.:

Fax:

LICENSEE

Name:

Complete address:

Email:

Tel.:

Fax:

LICENSEE

Name:

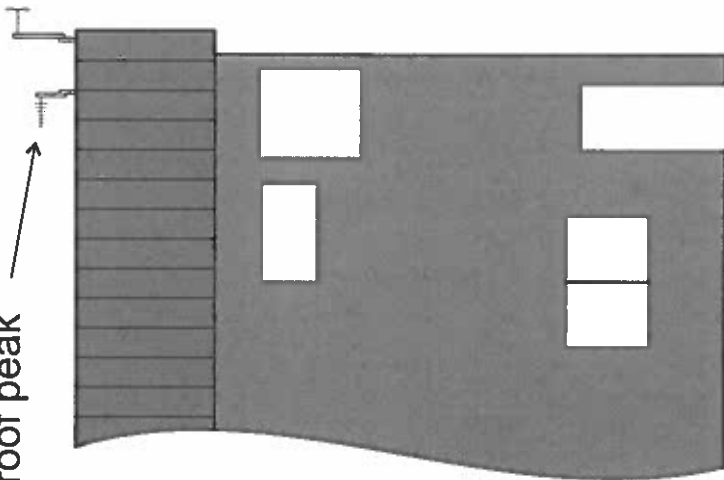
Complete address:

Email:

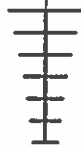
Tel.:

Fax:

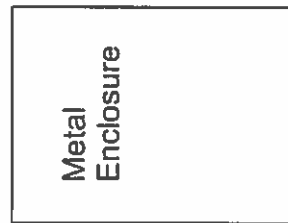
Location of antenna
on roof peak



Antenna
Mounted Outdoors



Equipment Room
in Fire Hall



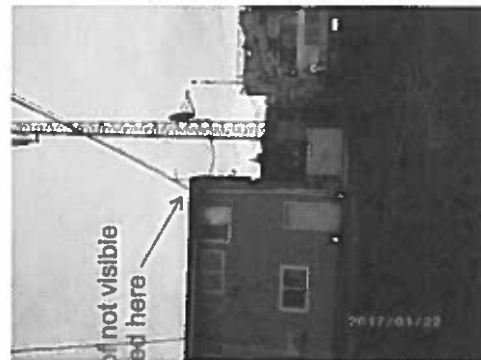
Internet Provider
Equipment



Power Cord



Antenna cable



Post on roof not visible
but is located here

ACTION ITEMS

<u>#</u>	<u>Date</u>	<u>Description</u>	<u>Lead</u>	<u>Follow up</u>
A16	15-10-2012	Dyson property development	Staff	Work through Brownfield issues
A27	05-05-2014	Park Management Committee	Administration	Finalize park management plans after results from questionnaire have been reviewed.
A30	06-09-2016	Weight Room Upgrades	Administration	confirming equipment & waiting for feedback from FD
A31	19-09-2016	Playground equipment Installation	Staff	Work to be completed before end 2016
A32	19-09-2016	Chevron Property	Tourism Comm.	Work towards lease or acquisition
A33	19-09-2016	Danger Trees	Public Works	Create plan for municipality Heenan Tree Services plans to be on HG early 2017