



The Village of
PORT CLEMENTS
"Gateway to the Wilderness"

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

7:00 p.m. Regular Meeting of Council Monday, October 16th, 2017

AGENDA

1. **ADOPT AGENDA**
2. **PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS**
3. **MINUTES**
 - M-1 – August 8th, September 20th, & October 2, 2017 In-Camera Motions, Rise and Report
 - M-2 – October 2, 2017 Regular Council meeting minutes
 - M-3 – October 2, 207 Committee of the Whole minutes
4. **BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS**
5. **ORIGINAL CORRESPONDENCE**
 - C-1 – Request for Sponsorship – Haida Gwaii Women’s Dialogue Sessions.
6. **GOVERNMENT**
 - G-1 – Bylaw #446, 207 Tax Sale Redemption Extension Bylaw, Reconsider & Adopt
 - G-2 – Highway and Laneway Policy no. 16, 2017
7. **FINANCE**
 - F-1 – Cheque Listing September 28th – October 11th, 2017
 - F-2 – General Revenue & Expense Report
 - F-3 – CIBC Bank Statement for September 2017
 - F-4 – NSCU Bank Statement for September 2017
8. **NEW BUSINESS**
9. **REPORTS & DISCUSSIONS**
10. **ACTION ITEMS**
 - A-1 – see Action Items list.
11. **QUESTIONS FROM THE PUBLIC & PRESS**
12. **Move to In-Camera for Community Charter 90(1)C**
13. **ADOURNMENT**

Rise and Report from in-camera meetings (no motion required)

August 8, 2017 in-camera meeting:

Moved by Councilor Daugert, seconded by Councilor Stewart

THAT Council approves Eaglecrest Enterprises to do two days of work on preventative teredo remediation on the piles of the wharf and that they provide us with a recap of the work completed and what their observations were so that we have this information available for making future decisions in reagrds to the wharf.

CARRIED

September 20, 2017 in-camera meeting:

Moved by Councilor Daugert, seconded by Councilor Stewart

THAT the Mayor is to write a letter of apology to the Chief Administrative Officer for issuing instructions contrary to the Village of Port Clements policy.

CARRIED

Moved by Councilor Cumming, seconded by Councilor Stewart

THAT recent events have shown that Council has knowledge gaps regarding proper procedures. Council is taking steps to address this through training.

CARRIED

Moved by Councilor Stewart, seconded by Councilor Daugert

THAT Council regrettably accepts Kim Mushynsky's resignation

CARRIED

Moved by Councilor Daugert, seconded by Councilor Stewart

THAT Council asks Kim Mushynsky to provide a proposed contract for the training of Ruby Decock before the October 16th Council Meeting.

CARRIED

October 2, 2017 in-camera meeting:

Moved by Councilor Cumming, seconded by Councilor Daugert

THAT Council enter into the Consulting Contract with Chown Enterprises Ltd. as presented to Council.

CARRIED



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Minutes of the regular meeting of the Port Clements Council held October 2, 2017 in Council Chambers.

16 members of the public attended

Present:

Mayor Thomas
Councilor Stewart
Councilor Daugert
Councilor Cumming

CAO Kim Mushynsky
Deputy Clerk Ruby Decock
Intern Elizabeth Cumming

Mayor Thomas called the meeting to order at 7:10 p.m.

1. ADOPT AGENDA.

2017-254 – Moved by Councilor Stewart, seconded by Councilor Daugert
THAT Council adopts the agenda with the addition of UB1 – Crown Land Grant and NB2 – Port Bucks.
CARRIED

2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS.

D-1 – Wayne Nicol delegation regarding Purchasing Policy
Questions, discussion and concerns around lack of understanding and adherence to the purchasing policy.

3. MINUTES.

M-1 – September 18, 2017 Regular Council meeting minutes
2017-255 - Moved by Councilor Daugert, seconded by Councilor Stewart
THAT Council adopts the September 18, 2017 Council Meeting minutes as presented.
CARRIED

M-2 – September 18, 2017 Public Rezoning Meeting Notes
2017-256 – Moved by Councilor Daugert, seconded by Councilor Stewart
THAT Council receives the notes from the September 18, 2017 Public Rezoning meeting.
CARRIED

4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS.

UB-1 – Crown Grant Offer
2017-257 Moved by Councilor Daugert, seconded by Councilor Stewart
THAT Council defers this item until we get a response from BCTS and/or FLNRO, or until the 1st meeting of December, 2017.
CARRIED

5. ORIGINAL CORRESPONDENCE

C-1 – Request to revisit request for field maintenance – Bev Lore, PC Rec Committee
2017-258 – Moved by Councilor Daugert, seconded by Councilor Stewart

M-2

THAT Council receives this correspondence.

CARRIED

Mayor Thomas read off a statement from Councilor O'Brien Anderson stating that it was better to do the thatching, aeration and reseeding in the spring rather than the fall. Public expressed concerns that soccer starts really early in the spring. Council stated resolve to accomplish these tasks in early spring of 2018.

C-2 – Request for public meetings to discuss Gwaii Trust funding allocation – Wayne Nicol

2017-259 – Moved by Councilor Daugert, seconded by Councilor Stewart

THAT Council receives this correspondence.

CARRIED

This falls under the Strategic Planning umbrella for which Council will be seeking public input.

6. GOVERNMENT

G-1 Bylaw #442, 2017 – Zoning Amendment – 3rd reading, reconsider & adopt.

2017-260 – Moved by Councilor Cumming, seconded by Councilor Stewart

THAT Council does 3rd reading, then reconsiders and adopts Bylaw #442, 2017 – Zoning Amendment.

CARRIED

G-2 – Bylaw #446, 2017 Tax Sale Redemption Extension Bylaw

2017-261 – Moved by Councilor Cumming, seconded by Councilor Daugert

THAT Council does 1st, 2nd & 3rd reading for Bylaw #446, 2017 Tax Sale Redemption Extension Bylaw.

CARRIED

7. FINANCE

F-1 – Cheque Listing September 14 – 27th, 2017

2017-262 – Moved by Councilor Daugert, seconded by Councilor Stewart

THAT Council receives the cheque listing to September 27, 2017.

CARRIED

8. NEW BUSINESS

NB-1 – Village of Masset Community Plan

2017-263 – Moved by Councilor Daugert, seconded by Councilor Stewart

THAT Council receives the Village of Masset Community Plan.

CARRIED

NB-2 – Port Bucks

2017-264 – Moved by Councilor Stewart, seconded by Councilor Daugert

THAT Council proceeds with the "Port Buck" program, as done in 2016, with the amount being either \$25 or \$30 per household.

CARRIED

9. REPORTS & DISCUSSIONS

R-1 – Biomass Heating Cost Analysis report – Kim Mushynsky

2017-265 – Moved by Councilor Daugert, seconded by Councilor Stewart

THAT Council receives this report.

CARRIED

Councilor Daugert – Attended the Protocol Mtg on island energy – found the focus to be on small scale personal household level demand reduction items, UBCM – mtgs with Ministries not overly optimistic

Councilor Stewart – UBCM – very educational and worth attending

Councilor Cumming – Protocol Mtg – talked about creating an Official Declaration on Energy for all communities to sign on to. Broke another attendance record for September at the Museum and will probably exceed 4000 visitors for 2017.

Mayor Thomas – Protocol Mtg, Road User Group discussion with FLNRO, teleconference with NWBC Resource Alliance.

Deputy Clerk Decock – UBCM – great learning and networking experience

CAO Mushynsky – no report

Intern Cumming – developing campsite policy, learning & perfecting tasks, networking with other interns.

10. ACTION ITEMS

11. QUESTIONS FROM THE PUBLIC & PRESS

There were many questions from the public concerning the wharf, energy rebate challenges with BCHydro, rezoning of Millennium park, lack of adherence by Council to purchase policy, frustration on lack of understanding of obvious conflict of interest regarding pellet purchase process, request that Council make a public apology to the CAO. Mayor Thomas advised the public that Council was working on a plan to address the concerns raised and that this information would be forthcoming. Some Council members and one public member apologized to the CAO.

2017-266 – Moved by Councilor Daugert, seconded by Councilor Stewart that Council move to in-camera per the Community Charter Section 90(1)(c) at 8:45pm

CARRIED

ADJOURNMENT

2017-267 Moved by Councilor Daugert

THAT the meeting be adjourned at 9:15 pm.

Urs Thomas
Mayor

Kim Mushynsky
Chief Administrative Officer



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Minutes of the Committee of the Whole meeting held Monday October 2, 2017 in the Council Chambers.

12 members of public in attendance

Present:

Mayor Thomas
Councillor Cumming
Councillor Stewart
Councillor Daugert

CAO Kim Mushynsky
Deputy Clerk Ruby Decock
Intern Elizabeth Cumming

The meeting was called to order at 6:35pm

Recommendations coming out of Committee of the Whole:

- Update the wording of our Code of Conduct Policy #15 to reflect current practices
- Council to consider bag lunch Fridays with public
- Trial period where we release an "incomplete" agenda by end of Day the Monday preceding a Council meeting followed up with the final draft of the agenda being posted, as normal, on the website on the Thursday before the next Council meeting.

Moved by Councillor Daugert that the meeting adjourn at 7:10pm

Mayor Thomas

CAO - Kim Mushynsky

M-3



S P O N S O R S H I P

The Haida Gwaii Women's Dialogue Sessions project was created to empower and strengthen the leadership capacity of Haida, Heiltsuk, Indigenous, and non-Indigenous women on Haida Gwaii, and is the first initiative of its kind in the area. These sessions will engage approximately 250 women of all ages and diverse cultural backgrounds, including Haida, Heiltsuk, Indigenous, and non-Indigenous, to explore creative solutions to enhance community well-being.

Many of these women have experienced various forms of abuse and violence as a result Residential Schools, colonialism, patriarchal systems, and sexism; a lived reality that will not only be acknowledged within the Dialogue Sessions, but transformed to inspire women to become leaders in creating positive futures for their selves, families, communities, and Nations. Guidance for this project is offered by a highly experienced advisory board, which includes: May Russ, *Executive Director, Secretariat of the Haida Nation*; Florence Lockyer, *Band Administrator, Old Massett Village Council*; and Barbara Stevens, *CAO, Skidegate Band Council*.

Within this package you will find more information on the background of women's leadership in Canada and Haida Gwaii, as well as sponsorship contributions and benefits. Have an idea about how you would like to contribute? Contact us!

Kind regards,

Rayne Tarasiuk
Project Coordinator
rayne.tarasiuk@skidegate.ca
250-359-4496 ext. 24



 @HAIDAGWAIIWOMEN

 HAIDA GWAII WOMEN'S DIALOGUE SESSIONS

 [HTTPS://HAIDAGWAIIWOMEN.COM](https://haidagwaiiwomen.com)



S P O N S O R S H I P

Background

Strengthening women's leadership is needed worldwide and on every level in order to achieve gender equality and equity. However, throughout Canada and the world, women continue to be poorly represented. Furthermore, Indigenous women's leadership in Canada is not only impacted by their gender and associated patriarchal sexism, but also by other factors of intersectionality, including culture and ethnicity, along with affiliated racism. Specifically, the Canadian enforcement of the patriarchal Indian Act was acutely detrimental to Indigenous women's leadership. The Act specifically excluded Indigenous women from political participation in their own communities until 1951, and Canadian politics until 1960, and deprived women of their inherent rights to status, power, authority, and the ability to hold positions of respect (Voyageur, 2011). Upon the decimation of Indigenous social structures based on equality, Indigenous women became the property of their husbands or fathers under Canadian law and "were doubly subordinated; first, as [Indigenous] people in a new social order that deprived them of their rights; and second, as women who were deemed inferior both to [Indigenous] and mainstream men" (p. 68).

According to the BC Assembly of First Nations, Indigenous women are still underrepresented as leaders at the local, regional, and national levels, a statement that can be echoed on Haida Gwaii. This is apparent within the national leadership of the Haida Nation, with only 1 out of 19 Potlatched Hereditary Chiefs being female, and only 2 out of 16 representatives for the Council of the Haida Nation being female. Although there are equal numbers of females and males living on Haida Gwaii, only 23% of all elected leaders are female. Furthermore, 100% of elected Chief Councilors, Mayors, and Chairpersons are male. These

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numbers are based on elected representatives from the Council of the Haida Nation, Skidegate Band Council, Old Massett Village Council, Village of Port Clements, Village of Queen Charlotte, Village of Masset, and the Skeena-Queen Charlotte Regional District Area D and E.

According to a Haida Women's group, the traditional Haida way of family is that women see everything, and bring a voice to all issues that face the Haida Nation as a whole. From their perspective, it is teaching, learning and re-learning Haida traditions, including women fulfilling their traditional roles as leaders and Matriarchs, that will bring healing to communities. With this knowledge and teachings, the Haida Gwaii Women's Dialogue Sessions aim to strengthen women's capacity as leaders, thereby once again promoting the traditional Haida way of family, including women's traditional leadership roles. By strengthening women's capacity as leaders, we are reaffirming women's inherent rights to equality, equity, and participation at all levels of decision-making and leadership. Overall, this project intends to actualize numerous international agreements, Canadian priorities, and community visions of equality and well-being at the local-level.

Sponsorship Contributions

In order to create an exceptional experience for participants, we are asking for your contribution(s) to ensure the success of this project. Please consider investing the following in this initiative:

- FINANCIAL: \$500, \$1,000, \$5,000, \$10,000, \$15,000, \$20,000
- IN-KIND: food, beverage, décor/floral, transportation, entertainment, lodging, writing materials, child-minding services, psychological support services, massage and wellness services, etc.

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Sponsorship Benefits

We offer custom sponsorship packages tailored to your needs, as well as the enduring benefit of association with Haida Gwaii's first Islands-wide initiative to empower women's leadership. We are able to reciprocate your generous contributions by providing the following promotional opportunities:

- **Mentions** during interviews, newspaper articles, and on-stage announcements leading up to, during, and after the three dialogue sessions.
- **Logo placement** on folders, programs, banners, and table centerpieces used and seen by approximately 250 project participants
- **Logo placement** on posters and visual marketing materials
- **Website marketing** on the Haida Gwaii Women's Dialogue Sessions website.
- **Email marketing** to approximately 250 participants of the Haida Gwaii Women's Dialogue Sessions.
- **Social media marketing/mentions** on the Haida Gwaii Women's Dialogue Sessions Facebook and Twitter page, the Skidegate Band Council Facebook page, the Old Massett Village Council Facebook page, and the Council of the Haida Nation Facebook page, with a current following of 7,300 people.

HAAWA! HAW.AA!

("Thank you" in Skidegate and Old Massett Haida respectively)

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HAIDA GWAII WOMEN'S DIALOGUE SESSIONS
*Empowering Haida Gwaii Women: Engaging Traditional Culture
 to Address Modern Issues Through Joining*

DECEMBER 2 & 3, 2017 | LOCATION: TBA

Comment [RT1]: Tentative

PROPOSED DRAFT AGENDA

Comment [RT2]: This agenda is in draft format as we are collaborating with multiple parties (both Indigenous and non-Indigenous organizations) to create a dialogue session that is appropriate for All women on Haida Gwaii

DAY ONE – December 2nd <i>FACILITATORS: TBD</i>	
10:00 – 10:20	REGISTRATION & PRE-SESSION SURVEY (Snacks and beverages)
10:20 – 11:00	OPENING CIRCLE: <ul style="list-style-type: none"> • Prayer and welcome in Skidegate or Old Massett Haida <ul style="list-style-type: none"> ○ Skidegate Elder or Old Massett Elder ○ Heiltsuk Elder • Checking in with each other • Overview of session objectives
11:00 – 12:00	OPEN DIALOGUE: CHALLENGES, OPPORTUNITIES AND PRIORITIES... PERSPECTIVES FROM FEMALE LEADERS <ul style="list-style-type: none"> • Speaker: Skidegate Haida • Speaker: Old Massett Haida • Speaker: Non-Haida • Speaker: Non-Haida
12:00 – 1:00	LUNCH – PROVIDED
1:00 - 2:45	PRESENTATION: "HOPE AND HEALING" for Women on Haida Gwaii <ul style="list-style-type: none"> • Speaker: Heiltsuk • Speaker: Heiltsuk • Speaker: Old Massett Haida • Speaker: Skidegate Haida
2:45 - 3:00	WELLNESS BREAK (Snacks and beverages)
3:00 – 3:45	HAIDA GWAII VISION: World Café Style Working Tables <ul style="list-style-type: none"> • Dreams for the community or initiative (e.g., safe neighborhoods) • What success would look like (e.g., healthy youth) • How things ought to be (e.g., caring communities)



	<ul style="list-style-type: none"> • What people and conditions would look like if things were consistent with that picture (e.g., health for all)
3:45 - 4:20	REPORT OUT FROM WORKING TABLES <ul style="list-style-type: none"> • Review vision statements • Identify top 3 and why • Select vision that best expresses group's intentions
4:20 - 5:00	WRAP UP AND CLOSING CIRCLE <ul style="list-style-type: none"> • Self-care resources
5:00	ADJOURNMENT
6:00 – 8:00	DIALOGUE SESSION FEAST
DAY TWO – December 3rd <i>FACILITATORS: TBD</i>	
9:45 - 10:00	(Snacks and beverages)
10:00 – 10:40	OPENING CIRCLE: <ul style="list-style-type: none"> • Prayer and welcome in Skidegate or Old Massett Haida <ul style="list-style-type: none"> ○ Skidegate Elder or Old Massett Elder ○ Heiltsuk Elder • Checking in with each other
10:40 – 10:45	APPRECIATION NOTES <ul style="list-style-type: none"> • Write notes of appreciation throughout the day and tape to other participants' sheets on the wall
10:45 – 12:00	WORLD CAFÉ STYLE WORKING TABLES <ul style="list-style-type: none"> • What issues need to be addressed? (self, family, community, Island-wide, Nation) • What are the barriers to addressing these issues? • What are solutions to these barriers? • How can we implement these solutions?
12:00 - 12:30	REPORT OUT FROM WORKING TABLES
12:30 – 1:00	LUNCH – PROVIDED
1:00 – 2:00	WORLD CAFÉ STYLE WORKING TABLES <ul style="list-style-type: none"> • What immediate actions can we take to implement the solutions to the issues we identified? • What actions can we take in a month? 3 months? • What resources do we need to successfully address these issues? • How can we access these resources? • Who will organize this initiative?
2:00 – 2:45	REPORT OUT FROM WORKING TABLES



2:30 – 2:45	WELLNESS BREAK (Snacks and beverages)
2:45 – 3:30	OPEN DIALOGUE: NEXT STEPS <ul style="list-style-type: none"> • Speaker: Heiltsuk • Speaker: Heiltsuk • Speaker: Old Massett Haida • Speaker: Skidegate Haida <ul style="list-style-type: none"> ○ Sharing priorities and strategies for action to Councils on Haida Gwaii ○ Form Women’s Changemakers Group to implement identified solutions ○ What else can strengthen women’s leadership in the community? ○ Follow-up events: What do we want to see/experience?
3:30 – 4:15	CLOSING CIRCLE <ul style="list-style-type: none"> • Self-care resources
4:15 – 4:30	WRAP-UP: <ul style="list-style-type: none"> • Appreciation Notes Reminder • Follow-up Survey Info • HAND OUT: <ul style="list-style-type: none"> ○ Post-session Questionnaire ○ Satisfaction Survey
4:30	ADJOURNMENT

VILLAGE OF PORT CLEMENTS

BYLAW NO.446, 2017

A Bylaw to extend the Tax Sale Redemption period for Lot 13, Block 21, Plan 1079 #20 Newcombe Avenue

WHEREAS Lot13, Block 21, Plan 1079 at #20 Newcombe Avenue was sold for taxes at the Public Auction held September 26, 2016;

AND WHEREAS the Village of Port Clements was the default purchaser;

AND WHEREAS the redemption period expired at 10am on September 26, 2017;

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

1. This Bylaw may be cited as the "Port Clements Tax Sale Redemption Period Extension Bylaw #446, 2017
2. The redemption period for Lot 13, Block 21, Plan 1079 at #20 Newcombe Avenue is extended for a period of one year as permitted under Section 660(6) of the *Local Government Act*.

READ A FIRST TIME THIS 2nd DAY OF October, 2017.

READ A SECOND TIME THIS 2nd DAY OF October, 2017

READ A THIRD TIME THIS 2nd DAY OF October, 2017

RECONSIDERED AND FINALLY ADOPTED THIS DAY OF , 2017

URS THOMAS
MAYOR

KIM MUSHYNSKY
CHIEF ADMINISTRATIVE OFFICER

CERTIFIED A TRUE COPY OF PORT CLEMENTS TAX SALE
REDEMPTION PERIOD EXTENSION BYLAW NO. 446, 2017

G1-1

**Village of Port Clements
Highway and Laneway Policy
Policy No. 16, 2017**

Prepared by Chief Administrative Officer Kim Mushynsky

Adopted:
Last Reviewed:
Next Review:

Policy Goal:

It is the goal of this policy to provide Port Clements with a level of service that fits the area and resources available in regards to the creation of new highways or lanes (back alley access). The Village of Port Clements will not undertake any activities which will result in a loss of highway access to a lot, such as a Bylaw for a highway closure. In the circumstance where a highway closure bylaw is anticipated, affected lots must be provided with an alternate means of access such as a lane. Highways and Lanes can only be considered for areas where our Municipal plan already has space allocated for such a purpose.

Definitions:

Highway – any roadway open to the use of the public but does not include private right-of-ways on private property and for the purpose of this policy does not include secondary access to property which is in this policy is referred to as a lane. Highway maintenance is generally considered to be held to a higher standard than lane maintenance. Highways will have a minimum width of 15 metres.

Lane – a “highway” that provides second access to a property when that property already has another highway access. Maintenance of secondary access lanes are not held to the same standard of maintenance as a highway. Lanes must connect to an existing highway network. Lanes will have a minimum width of 6 metres unless the survey plan less, then the minimum width will be as per the survey plan. A lane does not have to

accommodate bi-directional traffic; it can be designated as one-way if that is more appropriate for the area under consideration.

Policy Objectives:

1. If the majority of property owners in a block request a secondary lane staff will investigate the request and put together a proposal for Council in regards to the cost of providing this service. In preparing the proposal staff will take into consideration the terrain and soil conditions of the area in question, safety, traffic flow and/or congestion and ongoing maintenance costs.
2. If an area of Port Clements is being sub-divided it will be the responsibility of the person undertaking the sub-division to adhere to the current Sub-Division bylaw in respect to the creation of new highways for the sub-division based on a plan approved by the Village of Port Clements Approving Officer.
3. When a resident buys a lot in a block that is currently undeveloped (but not being sub-divided as discussed in #2) they will be responsible to create a highway or lane to access their property, built to Village specifications, and then, once built the Village will take over ownership and maintenance of the highway or lane.
4. If a proposed highway or lane will intersect with a Provincial Highway the Village will have to coordinate and get the necessary approvals from the Ministry of Transportation before proceeding with a report and recommendation to Council.

Mayor Thomas

CAO Mushynsky

VILLAGE OF PORT CLEMENTS

Cheque Listing For Council

2017-Oct-12
11:42:13AM

Cheque #	Date	Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
170462	2017-09-29	Board of School Trustees	1718-013	PAYMENT SECURITY & PROPANE	1,560.30	1,560.30
170463	2017-09-29	D KENDALL & SON CONTRACTING LTD.	3030	PAYMENT CRUSHED ROCK DELIVERY	1,302.00	1,302.00
170464	2017-09-29	NORTHERN LABS LTD.	1700877	PAYMENT SEWER TESTS	119.18	119.18
170465	2017-09-29	RECEIVER GENERAL - CRA	29092017	PAYMENT REMITTANCE	2,661.35	2,661.35
170466	2017-09-29	TRAPLIN, COLIN	27092017	PAYMENT CREDIT BALANCE PAYOUT 2003	1,356.01	1,356.01
170467	2017-09-29	WEIGUM, SHIRLEY	25092017	PAYMENT CONTRACT SERVICES	1,050.00	1,050.00
170468	2017-10-02	Bell-Brown, Cliff	02102017	PAYMENT CONTRACT SERVICES	707.18	707.18
170469	2017-10-02	C. AND C. BEACHY CONTRACTING LTD	10368	PAYMENT DITCH BRUSHING	2,604.00	2,604.00
170470	2017-10-02	Daugert, Doug	20170929 20170929b	PAYMENT PROTOCOL MEETING UBCM EXPENSES	61.74 105.00	166.74
170471	2017-10-02	Decock, Ruby	29092017	PAYMENT UBCM EXPENSES	2,057.39	2,057.39
170472	2017-10-02	MUNICIPAL INFORMATION SYSTEMS INC	20171002	PAYMENT MUNIWARE SUPPORT	309.04	309.04
170473	2017-10-02	Northern Communications	32318-10012017	PAYMENT TELCO, RSA SECURE ACCESS, I	171.83	171.83
170474	2017-10-02	RECEIVER GENERAL - CRA	02102017	PAYMENT REMITTANCE	2,335.09	2,335.09
170475	2017-10-02	UPS Canada	1028744726	PAYMENT BROKERAGE FEES	66.99	66.99
170476	2017-10-02	Viva Automation, Attn: Adrian Vasiu	VPC-2017-09	PAYMENT TECHNICAL SUPPORT	525.00	525.00
170477	2017-10-05	A.J. FORSYTH (A DIV OF RUSSEL METALS INC)	67168155	PAYMENT COPPER SHEET	404.44	404.44
170478	2017-10-05	BC HYDRO	400002879788	PAYMENT ENERGY	3,188.85	3,188.85
170479	2017-10-05	Bell-Brown, Cliff	20171005	PAYMENT CAMPGROUND ATTENDANT	700.00	700.00
170480	2017-10-05	BIG RED ENTERPRISES	16989	PAYMENT CONTAINER SERVICE	283.76	283.76
170481	2017-10-05	MasterCard, CUETS FINANCIAL	20170930 30092017	PAYMENT MASTERCARD - RUBY MASTERCARD - KIM	646.23 2,624.90	3,271.13
170482	2017-10-05	PORT AIR CARGO	VPC0917	PAYMENT ORDER DELIVERY	42.00	42.00
170483	2017-10-05	WORKERS' COMPENSATION BOARD	013286755	PAYMENT WCB COVERAGE	818.46	818.46

Total 25,700.74

*** End of Report ***

F-1

VILLAGE OF PORT CLEMENTS

General Revenue & Expense

Description	2016 YTD Actual	2017 YTD Actual	2017 YTD Budget	2017 Budget
Taxes				
Property Tax - Municipal	(127,101.47)	(127,048.98)	(127,000.00)	(127,000.00)
* TOTAL Taxes	<u>(127,101.47)</u>	<u>(127,048.98)</u>	<u>(127,000.00)</u>	<u>(127,000.00)</u>
Payment in Lieu of Taxes				
Grant in Lieu - Federal	(1,344.59)	(1,068.07)	(1,300.00)	(1,300.00)
Grant in Lieu - Hydro	(4,771.17)	(5,510.53)	(4,700.00)	(4,700.00)
Grant in Lieu - Telus	(1,437.61)	(1,405.41)	(1,500.00)	(1,500.00)
* TOTAL Payment in Lieu of Taxes	<u>(7,553.37)</u>	<u>(7,984.01)</u>	<u>(7,500.00)</u>	<u>(7,500.00)</u>
Sales of Service				
Sales - Faxes	(153.85)	(291.25)	(180.00)	(250.00)
Sales - Photocopies	(385.45)	(549.80)	(450.00)	(600.00)
Sales - Tax Searches & Commissioner	(405.00)	(635.00)	(337.50)	(450.00)
Misc. - Fire Protection Agreement	(450.00)	(750.00)	(450.00)	(450.00)
Sales - Garbage Tags	(48.00)	0.00	(50.00)	(50.00)
Rec Commission Revenue	(4,227.75)	(4,121.90)	(3,175.00)	(4,000.00)
Sales - Village Property	0.00	0.00	0.00	0.00
Taxes - School Tax Admin Fee	(2,130.03)	(2,123.15)	(2,100.00)	(2,100.00)
Rental -Weight Room	(1,783.75)	(1,932.50)	(1,700.00)	(1,850.00)
* TOTAL Sales of Service	<u>(9,583.83)</u>	<u>(10,403.60)</u>	<u>(8,442.50)</u>	<u>(9,750.00)</u>
Revenue From Own Sources				
Sales - Business Licenses	(1,440.00)	(1,650.00)	(1,300.00)	(1,400.00)
Rental - Gym	0.00	(300.00)	0.00	0.00
Rental - Ambulance	(5,041.56)	(5,066.44)	(4,950.00)	(6,600.00)
Dog Tag Revenue	0.00	(585.00)	0.00	0.00
Rental - St. Marks Church	0.00	(100.00)	0.00	(100.00)
Rental - Shoreline Park RV	(6,042.50)	(6,968.25)	(5,660.00)	(6,000.00)
Rental - CBC Site	(945.00)	0.00	(900.00)	(900.00)
Rental - Clinic	(6,365.70)	(6,365.70)	(6,300.00)	(8,400.00)
Garbage Admin	(2,758.50)	(2,767.50)	(2,625.00)	(3,500.00)
Property Tax Penalties	(4,851.47)	(5,982.62)	(6,000.00)	(6,000.00)
Property Tax Arrears Interest	(1,026.52)	(1,029.79)	(900.00)	(1,200.00)
Delinquent Tax Interest	(398.21)	(506.34)	(450.00)	(600.00)
MIA Dividends	0.00	0.00	0.00	0.00
Interest Revenue	(4,504.07)	(6,614.80)	(6,500.00)	(40,000.00)
Small Craft - Electricity Revenue	(4,689.00)	(7,563.95)	(5,000.00)	(6,500.00)
Small Craft - Fee for Use	(10,798.95)	(27,501.51)	(15,200.00)	(20,000.00)
Large Wharf fee for use	(3,744.48)	(4,431.46)	(5,300.00)	(6,500.00)
Biomass Recovery	(3,397.72)	(6,904.95)	(6,100.00)	(10,000.00)
* TOTAL Revenue From Own Sources	<u>(56,003.68)</u>	<u>(84,338.31)</u>	<u>(67,185.00)</u>	<u>(117,700.00)</u>
Multi Purpose Building Rental				
MPBC Library Revenue	(8,585.00)	(6,800.00)	(6,800.00)	(10,200.00)
MPBC Space rental	(1,999.15)	(2,108.81)	(2,000.00)	(2,750.00)
* TOTAL Multi Purpose Building R	<u>(10,584.15)</u>	<u>(8,908.81)</u>	<u>(8,800.00)</u>	<u>(12,950.00)</u>

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VILLAGE OF PORT CLEMENTS

General Revenue & Expense

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Description	2016 YTD Actual	2017 YTD Actual	2017 YTD Budget	2017 Budget
Unconditional Transfers				
Grants - Small Community Protection	(375,682.00)	(386,064.00)	(386,000.00)	(386,000.00)
* TOTAL Unconditional Transfers	(375,682.00)	(386,064.00)	(386,000.00)	(386,000.00)
Conditional Transfers				
Misc. - NSF & Sundry Charges	(78.61)	(11.50)	(25.00)	(25.00)
Misc. - Donations	(15.60)	(65.00)	(50.00)	(100.00)
Miscellaneous	(450.85)	(6,052.08)	(350.00)	(500.00)
Grants - Misc.	(109,123.97)	(66,787.00)	0.00	0.00
Grants - GT - Christmas	0.00	0.00	0.00	(10,000.00)
Grants - GT - Community Events Program	(5,000.00)	(5,000.00)	(5,000.00)	(5,000.00)
Economic Dev. Fund	(50,000.00)	(50,000.00)	(50,000.00)	(50,000.00)
SCH- Funding	0.00	0.00	0.00	0.00
Community Works Fund Cond. Transfer	0.00	0.00	0.00	0.00
* TOTAL Conditional Transfers	(164,669.03)	(127,915.58)	(55,425.00)	(65,625.00)
Reserves				
Transfers From Reserves	0.00	0.00	0.00	0.00
* TOTAL Reserves	0.00	0.00	0.00	0.00
Collections for Other Agencies				
Taxes - School Residential	(80,338.63)	(79,476.66)	(80,000.00)	(80,000.00)
Taxes - School Non-residential	(33,841.24)	(30,998.82)	(34,000.00)	(34,000.00)
Taxes - SQCRD	(30,042.57)	(29,941.23)	(30,000.00)	(30,000.00)
Taxes - Regional Hospital	0.00	0.00	0.00	0.00
Taxes - NW Regional Hospital	(14,235.43)	(23,630.31)	(15,000.00)	(15,000.00)
Taxes- Police	(15,852.02)	(13,074.32)	(15,000.00)	(15,000.00)
Taxes - BCAA	(1,829.83)	(1,566.79)	(2,000.00)	(2,000.00)
Taxes - MFA	(6.06)	(6.18)	(10.00)	(10.00)
Taxes - VIRL	(12,740.50)	(9,843.63)	(13,000.00)	(13,000.00)
* TOTAL Collections for Other Ag	(188,886.28)	(188,537.94)	(189,010.00)	(189,010.00)
** Total Revenues	(940,063.81)	(941,201.23)	(849,362.50)	(915,535.00)

VILLAGE OF PORT CLEMENTS

General Revenue & Expense

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Description	2016 YTD Actual	2017 YTD Actual	2017 YTD Budget	2017 Budget
Legislative Expenses				
Council Remuneration	12,750.00	11,928.51	12,750.00	17,000.00
Council Training Expense	0.00	0.00	1,000.00	2,000.00
Council Travel	48.49	4,172.70	4,500.00	9,000.00
Council Benefits Expense	599.58	501.29	560.00	750.00
Council Membership Expense	1,595.73	1,866.72	1,700.00	1,700.00
Council Grants Awarded	7,291.04	6,348.87	9,500.00	9,500.00
Centennial Celebration Expense	0.00	0.00	0.00	0.00
* TOTAL Legislative Expenses	<u>22,284.84</u>	<u>24,818.09</u>	<u>30,010.00</u>	<u>39,950.00</u>
General Administration				
Administrative Wages	69,236.80	72,434.31	81,400.00	109,000.00
Administrative Benefits	15,176.06	20,165.61	20,200.00	26,000.00
Administrative Travel	123.07	1,380.19	1,400.00	1,800.00
Membership Fees	637.62	468.50	650.00	650.00
Audit & Accounting Expense	8,000.00	8,000.00	8,000.00	8,000.00
Legal Expense	2,141.93	1,201.66	3,500.00	5,000.00
Office Supplies	1,344.34	2,031.44	1,480.00	1,700.00
Website Fees	2,085.67	2,464.36	2,400.00	2,400.00
Computer Software Expenses	3,180.28	2,773.88	3,140.00	3,800.00
Administrative Operating Costs	2,138.53	2,276.78	2,860.00	4,000.00
Supplies	172.01	79.41	210.00	300.00
Advertising	1,218.70	1,399.42	1,650.00	1,850.00
Postage Expense	1,161.23	1,178.96	1,125.00	1,500.00
Misc. - Tax Sale Expenses	(561.66)	11.56	350.00	350.00
Elections Expense	0.00	3,453.72	5,000.00	5,000.00
Custodian's Wages	4,667.32	4,194.20	4,500.00	6,000.00
General Insurance Expense	16,546.83	12,419.00	16,500.00	16,500.00
Climate action plan	(436.00)	(346.00)	0.00	0.00
Training	168.00	1,309.72	1,500.00	1,500.00
NDI Grant Proposal Writer	0.00	0.00	0.00	2,500.00
* TOTAL General Administration	<u>127,000.73</u>	<u>136,896.72</u>	<u>155,865.00</u>	<u>197,850.00</u>

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VILLAGE OF PORT CLEMENTS

General Revenue & Expense

Description	2016 YTD Actual	2017 YTD Actual	2017 YTD Budget	2017 Budget
Fire Department				
FD - Training	1,500.00	718.90	2,600.00	4,000.00
FD - Fire Fighters	0.00	0.00	0.00	500.00
FD - Repairs & Maintenance	2,107.98	3,310.14	4,550.00	6,500.00
Firehall Utilities	7,653.39	6,763.05	6,780.00	9,500.00
FD - License & Insurance	1,544.84	3,910.12	4,500.00	4,500.00
FD - Equipment	10,046.27	2,374.44	6,400.00	8,000.00
FD - Fuel	328.16	878.49	800.00	1,000.00
Firehall Janitorial	2,074.92	1,940.51	2,095.00	2,800.00
Weight Room	767.45	1,545.04	795.00	1,000.00
* TOTAL Fire Department	<u>26,023.01</u>	<u>21,440.69</u>	<u>28,520.00</u>	<u>37,800.00</u>
Emergency Services				
Emergency Committee	627.57	604.69	600.00	750.00
* TOTAL Emergency Services	<u>627.57</u>	<u>604.69</u>	<u>600.00</u>	<u>750.00</u>
Common Services				
Common Services - Wages	11,523.72	10,934.73	13,500.00	18,000.00
Common Services - Benefits	3,389.74	4,050.33	3,925.00	4,500.00
Training - Public Works General	0.00	0.00	500.00	1,000.00
Misc. - PW Shed Utilities	751.16	470.29	800.00	1,000.00
Common Services - Misc	787.97	1,608.01	750.00	750.00
* TOTAL Common Services	<u>16,452.59</u>	<u>17,063.36</u>	<u>19,475.00</u>	<u>25,250.00</u>
Wharf				
Wharf - Wages	233.19	246.51	350.00	500.00
Wharf - Benefits	58.15	76.48	70.00	100.00
Wharf Insurance	1,170.00	1,300.00	1,250.00	1,250.00
Wharf Hydro	619.55	146.31	460.00	650.00
Wharf - Maintenance	5,898.13	3,953.92	7,400.00	13,000.00
* TOTAL Wharf	<u>7,979.02</u>	<u>5,723.22</u>	<u>9,530.00</u>	<u>15,500.00</u>
Small Craft Harbour				
Small Craft Harbour- Wharfinger Expense	0.00	0.00	0.00	0.00
Small Craft Harbour - Hydro Expense	6,138.38	6,239.63	6,600.00	9,000.00
Small Craft Harbour- Insurance Expense	0.00	0.00	0.00	0.00
Small Craft Harbour - Legal Expenses	63.08	287.08	400.00	500.00
Small Craft Harbour- Maintenance	5,903.40	4,412.81	5,000.00	6,000.00
Boat Launch and parking lot	0.00	156.47	3,000.00	6,000.00
* TOTAL Small Craft Harbour	<u>12,104.86</u>	<u>11,095.99</u>	<u>15,000.00</u>	<u>21,500.00</u>

VILLAGE OF PORT CLEMENTS

General Revenue & Expense

Description	2016 YTD Actual	2017 YTD Actual	2017 YTD Budget	2017 Budget
Roads				
Common Services - Fuel	655.01	791.48	800.00	1,000.00
Street Maintenance	7,527.45	6,915.88	8,000.00	10,000.00
Street Sanding	0.00	4,778.84	4,000.00	6,000.00
Hydro - Street Lights	10,048.16	9,191.82	10,460.00	14,000.00
Tools & Equipment	5,756.55	4,445.35	4,410.00	5,000.00
Public Work's Truck Insurance	0.00	1,489.00	1,000.00	1,000.00
Brushing Operating Expense	1,520.99	977.54	1,750.00	2,500.00
Industrial Road Maintenance	14,378.94	1,325.54	3,000.00	4,000.00
Ditching	600.96	159.45	4,000.00	4,000.00
Public Works Truck	757.84	632.59	560.00	800.00
* TOTAL Roads	41,245.90	30,707.49	37,980.00	48,300.00
Environmental Health				
Garbage Tags / Dumpster Fees	185.00	0.00	80.00	80.00
Common Services - Garbage Expense	126.41	0.00	350.00	500.00
* TOTAL Environmental Health	311.41	0.00	430.00	580.00
Envrionmental Development				
Clinic R&M	796.93	2,448.69	2,900.00	25,000.00
Ambulance O&M	107.28	524.95	1,050.00	1,500.00
* TOTAL Envrionmental Developmen	904.21	2,973.64	3,950.00	26,500.00
Parks & Recreation				
Community Hall Grounds Keeping	843.39	298.17	1,000.00	1,000.00
Community Park O & M	11,349.01	12,234.86	12,200.00	13,000.00
Beautification	2,659.11	2,383.88	4,000.00	4,000.00
Millenium Park O & M	1,065.35	3,279.94	2,900.00	3,000.00
Sunset Park O & M	12,247.15	15,910.93	14,850.00	16,000.00
Recreation Commission	4,127.32	4,776.16	6,600.00	8,000.00
Museum Grounds keeping	2,248.70	2,921.98	1,900.00	2,000.00
Cemetary	5,132.79	328.53	2,500.00	2,500.00
Entrance Sign Install	0.00	0.00	0.00	0.00
Old Water tower removal	0.00	0.00	0.00	0.00
Tourism Expense	6,524.11	2,880.40	4,250.00	7,000.00
Community Park Washrooms	0.00	232.79	250.00	250.00
St. Mark's Expense	139.52	292.77	200.00	350.00
* TOTAL Parks & Recreation	46,336.45	45,540.41	50,650.00	57,100.00
MPBC Operating Expenses				
MPBC Utilities	8,655.59	8,939.60	7,850.00	10,000.00
MPBC Fuel	11,050.29	12,915.89	8,500.00	11,500.00
MPBC Insurance	5,855.04	6,316.96	5,900.00	5,900.00
Library o+m	2,299.00	2,092.20	2,250.00	3,000.00
MPBC Grounds keeping	5,993.70	6,244.84	5,800.00	6,000.00
MPBC Janitorial	2,610.79	2,510.67	2,300.00	3,000.00
Biomass Expenses	5,698.93	12,516.80	9,500.00	10,000.00
* TOTAL MPBC Operating Expenses	42,163.34	51,536.96	42,100.00	49,400.00

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VILLAGE OF PORT CLEMENTS

General Revenue & Expense

Description	2016 YTD Actual	2017 YTD Actual	2017 YTD Budget	2017 Budget
Debt Services				
Bad Debts Expense	0.00	0.00	250.00	500.00
General Service Charges	788.00	1,271.08	1,200.00	1,500.00
Till Over/Short	2.33	(21.44)	0.00	0.00
* TOTAL Debt Services	790.33	1,249.64	1,450.00	2,000.00
Contributions to Reserves				
Transfer to/from Reserves	0.00	0.00	0.00	0.00
* TOTAL Contributions to Reserve	0.00	0.00	0.00	0.00
Grants & Misc.				
Concession Stands	0.00	0.00	0.00	0.00
Feasibility	0.00	0.00	0.00	0.00
NDI Economic Dev Fund	50,000.00	50,000.00	50,000.00	50,000.00
Trail Extension	0.00	0.00	0.00	0.00
GT - Community Events Program	3,000.00	3,000.00	3,000.00	5,000.00
Misc. - GT - Christmas	0.00	0.00	0.00	10,000.00
* TOTAL Capital Expenses	53,000.00	53,000.00	53,000.00	65,000.00
AMORTIZED ASSET				
Amortized Asset Expense	0.00	0.00	0.00	132,000.00
* TOTAL AMORTIZED ASSET	0.00	0.00	0.00	132,000.00
Taxes Levied-Other Gov't				
Taxes - SQCRD	30,042.00	29,913.00	30,000.00	30,000.00
Taxes - VIRL	9,555.00	6,564.00	9,750.00	13,000.00
Taxes-Police	11,703.00	11,344.16	15,000.00	15,000.00
Taxes - School Residential	60,465.22	70,048.33	80,000.00	80,000.00
Taxes - School Non-residential	25,356.00	26,857.40	34,000.00	34,000.00
Taxes - Regional Hospital	0.00	0.00	0.00	0.00
Taxes - NW Regional Hospital	14,233.00	23,626.00	15,000.00	15,000.00
Taxes - BCAA	1,829.83	1,566.68	2,000.00	2,000.00
Taxes - MFA	6.06	6.69	10.00	10.00
PILT's For Others	0.00	0.00	0.00	500.00
* TOTAL Taxes Levied-Other Gov't	153,190.11	169,926.26	185,760.00	189,510.00
** TOTAL Expenses	550,414.37	572,577.16	634,320.00	908,990.00
***P Surplus/Defecit	(389,649.44)	(368,624.07)	(215,042.50)	(6,545.00)

*** End of Report ***

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VILLAGE OF PORT CLEMENTS

Water Operating Revenue & Expense

Description	2016 YTD Actual	2017 YTD Actual	2017 YTD Budget	2017 Budget
Fees & Taxation Revenue				
Water User Charges	(42,446.23)	(42,757.97)	(42,000.00)	(56,000.00)
Water - Miscellaneous	(98.49)	(160.00)	0.00	0.00
Water Frontage Tax	(53,184.00)	(53,291.50)	(53,000.00)	(53,000.00)
Water Parcel Tax (Ryland Road)	0.00	0.00	0.00	0.00
Water - Past Due Interest Revenue	(987.85)	(783.50)	(1,600.00)	(2,000.00)
Contributions From Capital Reserves	0.00	0.00	0.00	0.00
* TOTAL Fees & Taxation Revenue	<u>(96,716.57)</u>	<u>(96,992.97)</u>	<u>(96,600.00)</u>	<u>(111,000.00)</u>
Grants				
Government Water Grant	0.00	0.00	0.00	0.00
Gwaii Trust Grants	0.00	0.00	0.00	0.00
Community Work's Fund	(34,222.90)	(34,333.71)	(32,500.00)	(65,000.00)
MRIF Water Treatment	0.00	0.00	0.00	0.00
GT Water Treatment	0.00	0.00	0.00	0.00
* TOTAL Grants	<u>(34,222.90)</u>	<u>(34,333.71)</u>	<u>(32,500.00)</u>	<u>(65,000.00)</u>
** Total Revenues	<u>(130,939.47)</u>	<u>(131,326.68)</u>	<u>(129,100.00)</u>	<u>(176,000.00)</u>
Expenses				
Water - Repairs & Maintenance Plant	391.96	6,720.60	14,000.00	20,000.00
Water-Repairs & Maintenance Distribution	4,060.04	1,131.61	2,250.00	3,000.00
Water - Fuel	655.05	698.54	900.00	1,200.00
Water - Maintenance Benefits	2,947.32	4,556.84	4,550.00	5,400.00
Water - Maintenance Wages	11,685.99	15,753.53	16,300.00	22,000.00
Water - Testing Expense	134.30	680.44	750.00	1,000.00
Water - Utilities Expense	11,386.67	9,718.41	12,290.00	17,500.00
Water - Administration Charges	1,500.00	3,455.01	8,450.00	9,950.00
Water - Supplies	528.97	0.00	700.00	1,000.00
Water - Licensing	0.00	150.00	900.00	2,000.00
Public Work's Truck	5,504.66	1,911.32	800.00	800.00
Water Treatment Upgrade	0.00	0.00	0.00	0.00
Pump House	0.00	0.00	0.00	0.00
Training - Water	0.00	0.00	500.00	1,000.00
* Total Expenses	<u>38,794.96</u>	<u>44,776.30</u>	<u>62,390.00</u>	<u>84,850.00</u>
Contribution to Reserves				
Cont. To Water Capital Reserve	0.00	0.00	0.00	0.00
Amortized asset expense	0.00	0.00	0.00	20,000.00
* TOTAL Contribution to Reserves	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>20,000.00</u>
Debenture Expense				
Water - Debenture Interest	0.00	0.00	0.00	0.00
Water - Debenture	0.00	0.00	0.00	0.00
* TOTAL Debenture Expense	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
** Total Expenses	<u>38,794.96</u>	<u>44,776.30</u>	<u>62,390.00</u>	<u>104,850.00</u>
***P Surplus / (Deficit)	<u>(92,144.51)</u>	<u>(86,550.38)</u>	<u>(66,710.00)</u>	<u>(71,150.00)</u>

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VILLAGE OF PORT CLEMENTS

Sewer Operating Revenue & Expense

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2017-Oct-2
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Description	2016 YTD Actual	2017 YTD Actual	2017 YTD Budget	2017 Budget
Fees & Taxation Revenue				
Sewer - User Charges	(23,521.65)	(23,796.75)	(23,250.00)	(31,000.00)
Sewer - Frontage Tax	(36,119.00)	(36,119.00)	(36,120.00)	(36,120.00)
Sewer - Parcel Tax - PC East	(1,316.00)	(1,316.00)	(1,316.00)	(1,316.00)
Sewer - Interest on Past Due Accounts	0.00	0.00	0.00	0.00
Sewer - Government Grant	0.00	0.00	0.00	0.00
Transfers From Province	0.00	0.00	0.00	0.00
GT - Rural Subdivision Extension	0.00	0.00	0.00	0.00
Sewer - Reserve/Surplus	0.00	0.00	0.00	0.00
Transfer from reserves	0.00	0.00	0.00	0.00
** TOTAL Fees & Taxation	(60,956.65)	(61,231.75)	(60,686.00)	(68,436.00)
Expenses				
Sewer - Administration Charges	1,500.00	1,500.00	1,500.00	3,000.00
Sewer - Licenses & Permits	537.62	457.62	425.00	850.00
Sewer - Maintenance Salaries	10,801.65	7,732.67	11,250.00	15,000.00
Sewer - Benefits	2,788.28	2,273.77	2,812.50	3,750.00
Sewer - Utilities Expense	5,175.64	2,787.98	5,012.50	7,350.00
Sewer - Repairs & Maintenance	976.32	2,871.77	5,875.00	8,500.00
Sewer - Fuel	327.52	396.73	450.00	650.00
Training - Sewer	0.00	1,303.91	1,000.00	1,000.00
Public Work's Truck	313.62	676.49	600.00	600.00
* TOTAL Operating Expenses	22,420.65	20,000.94	28,925.00	40,700.00
Contributions to Reserves				
Contribution to Sewer Capital Reserves	0.00	0.00	0.00	0.00
* TOTAL Contributions to Reserves	0.00	0.00	0.00	0.00
Debenture Expenses				
Sewer - Debenture	0.00	0.00	0.00	0.00
Sewer - Interest Expense	0.00	0.00	0.00	0.00
Amortized asset expense	0.00	0.00	0.00	10,000.00
* TOTAL Debenture Expenses	0.00	0.00	0.00	10,000.00
** TOTAL Expenses	22,420.65	20,000.94	28,925.00	50,700.00
***P Surplus/Deficit	(38,536.00)	(41,230.81)	(31,761.00)	(17,736.00)

*** End of Report ***

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CIBC Account Statement

VILLAGE OF PORT CLEMENTS

For Sep 1 to Sep 30, 2017

Account number

Branch transit number

The names shown are based on our current records, as of October 5, 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 Sep 1, 2017		\$242,897.39
Withdrawals	-	150,069.00
Deposits	+	4,718.32
Closing balance on Sep 30, 2017	=	\$97,546.71

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 (\$)
Sep 1	Opening balance			\$242,897.39
Sep 1	CHEQUE 75804773 170388	150,000.00		92,897.39
	DEBIT MEMO	39.00		92,858.39
	CHARGE FOR AUG			
	CIBC EFT SERVICE CHARGE			
Sep 5	CREDIT MEMO		403.50	93,261.89
	CREDIT UNION CENTRAL OF B.C.			
	CREDIT MEMO		200.00	93,461.89
	CREDIT UNION CENTRAL OF B.C.			
	CREDIT MEMO		364.00	93,825.89
	CREDIT UNION CENTRAL OF B.C.			
	CREDIT MEMO		120.00	93,945.89
	CREDIT UNION CENTRAL OF B.C.			
Sep 6	CREDIT MEMO		39.22	93,985.11
	INT @ 0.2000%			
	CIBC-AUTOMATED INTEREST SYSTEM			

(continued on next page)

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CIBC Account Statement

Sep 1 to Sep 30, 2017

Account number: _____

Branch transit number: _____

Transaction details (continued)

Date	Description	Withdrawals (\$)	Deposits (\$)	Balance (\$)
Sep 6	Balance forward			\$93,985.11
Sep 7	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		418.50	94,403.61
Sep 8	DEBIT MEMO TOKEN FEE CMO	30.00		94,373.61
Sep 11	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		179.25	94,552.86
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		358.25	94,911.11
Sep 18	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		138.00	95,049.11
Sep 19	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		179.25	95,228.36
Sep 21	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		59.25	95,287.61
Sep 25	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		88.47	95,376.08
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		363.88	95,739.96
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		286.50	96,026.46
Sep 27	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		981.75	97,008.21
Sep 28	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		359.25	97,367.46
Sep 29	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		179.25	97,546.71
	Closing balance			\$97,546.71

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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STATEMENT OF ACCOUNTS

PO Box 94
Masset BC V0T 1M0

MASSET BRANCH

MEMBER NUMBER

STATEMENT DATE September 30, 2017

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

DEMAND ACCOUNTS

Date	Description	Number	Withdrawals	Deposits	Balance
Business 75					
31Aug2017	Balance Forward				382,221.44
01Sep2017	Pre-Authorized Credit - PROVINCE OF B.C			742.67	382,964.11
01Sep2017	Pre-Authorized Credit - VANCOUVER ISLAND REGIONAL AHOC			892.50	383,856.61
01Sep2017	Pre-Authorized Debit - Municipal Pensi		1,586.73		382,269.88
01Sep2017	Clearing Cheque	170398	308.49		381,961.39
01Sep2017	Clearing Cheque	170340	378.00		381,583.39
01Sep2017	Withdrawal	22	7,549.55		374,033.84
01Sep2017	Cheque Deposit			150,000.00	524,033.84
01Sep2017	Deposit			2,380.77	526,414.61
01Sep2017	Cheque Deposit			147.94	526,562.55
01Sep2017	Pre-Authorized Credit - ELAVON MERCH SVCS			45.00	526,607.55
06Sep2017	Pre-Authorized Credit - ELAVON MERCH SVCS			390.00	526,997.55
06Sep2017	Clearing Cheque	170405	21.00		526,976.55
07Sep2017	Pre-Authorized Credit - ELAVON MERCH SVCS			60.00	527,036.55
07Sep2017	Clearing Cheque	170399	128.20		526,908.35
07Sep2017	Clearing Cheque	170396	141.75		526,766.60
07Sep2017	Clearing Cheque	170400	379.12		526,387.48
07Sep2017	Clearing Cheque	170407	1,169.72		525,217.76
07Sep2017	Clearing Cheque	170404	1,307.97		523,909.79
08Sep2017	Deposit			2,528.28	526,438.07
08Sep2017	Pre-Authorized Credit - SCHOOL DISTRICT 50			501.00	526,939.07
08Sep2017	Clearing Cheque	170402	13,851.00		513,088.07
11Sep2017	Pre-Authorized Credit - PROVINCE OF B.C			580.10	513,668.17
11Sep2017	Bill Payment BC Hydro 2328675 Vendor Confirmation: 41492	626952	3,821.11		509,847.06
11Sep2017	Bill Payment Credit Union Mastercard 5527497140094880 Vendor Confirmation: 46094	626309	918.86		508,928.20
11Sep2017	Bill Payment Credit Union Mastercard 5527497140105256 Vendor Confirmation: 49096	626551	5,157.60		503,770.60

continued...

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Village Of Port Clements

STATEMENT OF ACCOUNTS

PO Box 94
Masset BC V0T 1M0

MASSET BRANCH

MEMBER NUMBER

STATEMENT DATE September 30, 2017

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Date	Description	Number	Withdrawals	Deposits	Balance
Business 75					
11Sep2017	Bill Payment CIBC VISA 4503386141757010 Vendor Confirmation: 50897	626899	487.60		503,283.00
11Sep2017	Clearing Cheque	170397	560.00		502,723.00
13Sep2017	Clearing Cheque	170418	82.74		502,640.26
13Sep2017	Clearing Cheque	170421	226.86		502,413.40
13Sep2017	Clearing Cheque	170401	309.04		502,104.36
13Sep2017	Clearing Cheque	170416	3,937.50		498,166.86
14Sep2017	Pre-Authorized Credit - TAAN FOREST LIMITED PARTNERSHI			92.96	498,259.82
15Sep2017	Pre-Authorized Debit - Municipal Pensi		1,574.00		496,685.82
15Sep2017	Withdrawal	22	6,757.52		489,928.30
15Sep2017	Deposit			20,206.85	510,135.15
15Sep2017	Pre-Authorized Credit - ELAVON MERCH SVCS			105.00	510,240.15
15Sep2017	Clearing Cheque	170411	700.00		509,540.15
18Sep2017	Pre-Authorized Credit - ELAVON MERCH SVCS			35.00	509,575.15
18Sep2017	Clearing Cheque	170412	283.76		509,291.39
19Sep2017	Clearing Cheque	170422	905.55		508,385.84
20Sep2017	Clearing Cheque	170442	175.00		508,210.84
20Sep2017	Clearing Cheque	170431	718.54		507,492.30
20Sep2017	Clearing Cheque	170430	750.00		506,742.30
20Sep2017	Clearing Cheque	170429	750.00		505,992.30
21Sep2017	Clearing Cheque	170417	86.17		505,906.13
21Sep2017	Clearing Cheque	170443	1,410.55		504,495.58
22Sep2017	Deposit			6,624.74	511,120.32
22Sep2017	Clearing Cheque	170420	171.83		510,948.49
22Sep2017	Clearing Cheque	170428	600.00		510,348.49
22Sep2017	Clearing Cheque	170438	6,928.88		503,419.61
25Sep2017	Pre-Authorized Credit - ELAVON MERCH SVCS			3.00	503,422.61
25Sep2017	Clearing Cheque	170439	734.33		502,688.28
27Sep2017	Transfer in from 643734 Masset cheq			250.00	502,938.28
27Sep2017	Clearing Cheque	170413	39.87		502,898.41
28Sep2017	Incoming Interac Email Money Transfer	2017092		350.00	503,248.41

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NORTHERN SAVINGS
CREDIT UNION

Village Of Port Clements

STATEMENT OF ACCOUNTS

PO Box 94
Masset BC V0T 1M0

MASSET BRANCH

MEMBER NUMBER

STATEMENT DATE September 30, 2017

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Date	Description	Number	Withdrawals	Deposits	Balance
Business 75					
28Sep2017	Clearing Cheque	170409	788.44		502,459.97
29Sep2017	Pre-Authorized Debit - Municipal Pensi		1,452.26		501,007.71
29Sep2017	Withdrawal	22	6,478.74		494,528.97
29Sep2017	Deposit			28,818.71	523,347.68
29Sep2017	Clearing Cheque	170403	182.18		523,165.50
30Sep2017	Credit Interest			420.53	523,586.03
30Sep2017	Monthly Service Fee		55.00		523,531.03
Total Withdrawals and Deposits			73,865.46	215,175.05	

Number of Cheques 30

Membership Shares

31Aug2017	Balance Forward				39.08
Total Withdrawals and Deposits			.00	.00	

Business Simply Savings

31Aug2017	Balance Forward				311,929.92
20Sep2017	Transfer in from sav 1			350,342.41	662,272.33
30Sep2017	Credit Interest			380.06	662,652.39
Total Withdrawals and Deposits			.00	350,722.47	

Business Simply Savings 1 Closed 20Sep2017

31Aug2017	Balance Forward				350,151.03
20Sep2017	Credit Interest			191.38	350,342.41
20Sep2017	Transfer out to sav		350,342.41		.00
Total Withdrawals and Deposits			350,342.41	191.38	

TERM DEPOSITS

Date	Description	Withdrawals	Deposits	Balance
Term 7: 12 - 60 Month Term -				
31Aug2017	Balance Forward			270,482.23
Start 13Feb2016 - Rate 1.5000% - NextInt 13Feb2018 - Matures 13Feb2019				
Term 12: 12 - 60 Month Term -				
31Aug2017	Balance Forward			312,110.18
Start 04Jul2017 - Rate 1.1000% - NextInt 04Jul2018 - Matures 04Jan2019 continued...				

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STATEMENT OF ACCOUNTS

PO Box 94
Masset BC V0T 1M0

MASSET BRANCH _____
MEMBER NUMBER _____
STATEMENT DATE September 30, 2017
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Village Of Port Clements

Date	Description	Withdrawals	Deposits	Balance
Term 16: 3 Year Harvest Term -				
31Aug2017	Balance Forward			11,539.49
Start 01Nov2015 - Rate 1.1000% - NextInt 01Nov2017 - Matures 01Nov2018				
Term 18: 12 - 60 Month Term -				
31Aug2017	Balance Forward			328,250.00
Start 30Jun2017 - Rate 0.8500% - NextInt 30Jun2018 - Matures 30Jun2018				
Term 19: 3 Year Harvest Term -				
31Aug2017	Balance Forward			773,415.00
Start 30Nov2016 - Rate 1.0000% - NextInt 30Nov2017 - Matures 30Nov2019				
Term 20: Short Term GSP (30 - 364 Days) -				
31Aug2017	Balance Forward			49,060.79
Start 03Jan2017 - Rate 0.7500% - NextInt 31Dec2017 - Matures 31Dec2017				

Assets	Canadian Dollars		US Dollars	
	Chequing	523,531.03		.00
Savings	662,652.39		.00	
Terms	1,744,857.69		.00	
Registered Plans	.00		.00	
Shares	39.08		.00	
Total Assets	2,931,080.19		.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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ACTION ITEMS

<u>#</u>	<u>Date</u>	<u>Description</u>	<u>Lead</u>	<u>Follow up</u>
A30	06-09-2016	Weight Room Upgrades	Administration	Questionnaire distributed on equipment use - Several Turned in. Hoping for more submissions Grant Writer to look for opportunities
A31	03-04-2017	Health Clinic Ventilation	Administration	Get work done on attic ventilation to address odour complaint
A32	18-03-2017	Health Clinic - water in crawl space	Public Works	Apr. 25 - crawl space once again bone dry PW to continue to monitor quarterly to see if water re-appears at any point
A33	18-03-2017	Health Clinic - replace flooring	Administration	Once ventilation and crawl space issues resolved we need to replace flooring with commercial grade linoleum
A34	04-07-2017	Community Park - block access	Public Works	Have access to soccer fields blocked with logs for temporary solution
A35	04-07-2017	Community Park - gates and/or fencing	Public Works	Permanent gate and/or fencing to protect soccer field
A36	08-08-2017	Sunset Park Mgmt. Plan	Council	Review recently adopted Management plan in Nov/Dec 2017 and again in Nov/Dec 2018.