

THE VILLAGE OF PORT CLEMENTS

Regular Meeting of Council, July 6th, 2009, 7:30pm

AGENDA

1. ADOPT AGENDA.

2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS.

3. MINUTES.

M-1-Minutes Regular meeting, June 1st, 2009.

M-2-Minutes Tourism meeting, May 28th, 2009.

M-3-Minutes Emergency Committee Meeting, April 30, 2009.

M-4-Minutes Emergency Committee Meeting, May 28th, 2009.

M-5-Minutes Emergency Committee Meeting, June 18th, 2009.

4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS.

BA-1-Ministry of Sustainable Resource Management-Crown Grant Offer.

BA-2-Tourism

BA-3-Public Works-Lagoon Fence RFP.

5. ORIGINAL CORRESPONDENCE.

C-1-Vancouver Island Regional Library-Response to letter sent requesting extended library hours in Port Clements.

C-2-Carey & Debbi Thwaites-Letter regarding clearing of Shoreline Park Trail.

C-3-Minister of State Western Economic Diversification-receipt of letter from Village sent February 26th, 2009.

C-4-Ministry of Environment-FYI response to receiving the Villages letter regarding recycling in BC.

C-5-Thank you letter from Caitlin Furby.

6. GOVERNMENT.

G-1-Gwaii Forest Society/Gwaii Trust Investments-Investment Strategy.

G-2-Motion to send Deputy Clerk/Treasurer to MATI in Victoria, August 9-14th, 2009.

G-3-Approval to accept Germain Vigneault to the Tourism Committee.

G-4-Approval to accept Jamie Delves, Cara Johnson & Lyn McAlpine to the Emergency Committee.

G-5-Agreement between the Village of Port Clements & The Board of School Trustees of School District #50.

G-6- Summer Council Meetings

7. FINANCE.

F-1-Cheque list July 3rd, 2009.

F-2-**Air Canada flight passes.** Western Commuter Pass
30 flight credit for up to 8 people-\$6450.00,
4 flight credit to be used before October 17th/09 \$720.00.

Pacific Coastal Quik Pass-minimum deposit \$2000.00, valid for one year, can be used for employees, family, friends or colleagues.

F-3-Cedarview Community Church 2009 Grant in Aid.

8. NEW BUSINESS.

NB-1-Report to Council-Weight Room.

9. REPORTS & DISCUSSIONS.

R-1-Action Plan

R-2-Public Works Report.

10. QUESTIONS FROM THE PRESS.

ADJOURNMENT.

In Camera meeting to follow under Community Charter Section 90-1-c

**Minutes of the regular meeting of the Port Clements Council held
Monday June 1, 2009 in the Council Chambers.**

Present

Mayor Delves

Councillor Cheer

Councillor Hughes-McMullon

Councillor Stewart

Councillor Traplin

Clerk/Treasurer Heather Nelson-Smith

Press/Public

Mayor Delves called to order at 7:30pm

1. ADOPT AGENDA.

ADD- D-1 Opening of Request for proposals

NB-3 GM Dawson Graduation Ceremony

It was moved by Councillor Hughes-McMullon, seconded by Councillor Stewart as amended.

CARRIED

2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS.

Opening of Request for proposals

D-1

	Black Water	C&C Beachy	Rias
A- remove and dispose of old fence	600	2000	2000
B- Remove and salvage old fence	600	2600	2000
C- Supply and install 12' 4x4 cedar posts	6310	4960	5160
D- Install reusing old fence materials	4980	2600	2200
E- supply and install using new 8' chain link fence	8749	8600	8200
F- Brush 2 meters back from around lagoon fence	500	1500	725
Install reusing the existing fencing	12390	11660	10085
Install using new	16159	17060	16085
Difference	3769	5400	6000

Item was referred to staff for recommendation

It was moved by Councillor Stewart, seconded by Councillor Hughes-McMullon to refer the Request for Proposals for the sewage lagoon fence to the Public Works Superintendent to summarize and report back to Council with recommendation.

CARRIED

D-2- Terry Ingalls

It was moved by Councillor Cheer, seconded by Councillor Hughes- to write a letter to NSCU supporting the NSCU ATM machine in Port Clements at Terry and Kare Ingalls property at 93 Bayview Drive.

CARRIED

The information regarding the Tourism Info Centre is to be added to the Tourism committee meeting of June 11, 2009.

3. MINUTES.

M-1-Minutes Regular meeting, May 19th, 2009.

It was moved by Councillor Hughes-McMullon, seconded by Councillor Cheer to accept the minutes of May 19, 2009.

CARRIED

M-1-Notes Town Hall meeting May 21, 2009

It was moved by Councillor Hughes-McMullon, seconded by Councillor Cheer to accept the notes of the Town Hall Meeting of May 21, 2009.

CARRIED

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

BA-1-Tourism

It was moved by Councillor Cheer, seconded by Councillor Hughes-McMullon to submit the trail application to the Community development trust.

CARRIED

Work Bee successful, hopeful that the Village can say thank you in some way to the contributors.

10 volunteers

It was moved by Councillor Hughes-McMullon, seconded by Councillor Cheer to write a letter requesting the Council of the Haida Nations permission and support to develop a trail along right of way on the industrial road to the Kumdis River.

CARRIED

BA-2-Facebook

It was moved by Councillor Cheer, seconded by Councillor Hughes-McMullon to table the creation of a facebook page to the September 21, 2009 meeting to allow Queen Charlotte and Old Massett to provide information on how it is working, and to see if there is a desire of the residents of Port Clements to have one.

CARRIED

BA-3-Derelict Vehicles

It was moved by Councillor Cheer, seconded by Councillor Traplin to write a letter to the Skeena Queen Charlotte Regional District stating that they have a responsibility to deal with derelict vehicles and what plans are being made for the future to deal with the growing environmental problem and unsightly issues in communities on the island. This item is to be kept on action list until dealt with.

CARRIED

Get inventory of derelict vehicles.

BA-4-Most recent quote for Village pins.

It was moved by Councillor Cheer, seconded by Councillor Stewart to receive and file for information.

CARRIED

5. ORIGINAL CORRESPONDENCE.

C-1- Gloria O'Brien second request to remove salmonberries and alder trees from other lots.

It was moved by Councillor Hughes-McMullon, seconded by Councillor Cheer to consider the O'Brien's request for additional salmonberry and alder removal in front of their other lots.

Withdrawn

Discussion regarding the unauthorized clearing of evergreen trees was discussed and how to solve the issue, one option have the O'Brien's re-plant comparable sized evergreens in place of the chopped down ones or that a lawn be planted and maintained by the O'Brien's.

Council also discussed that staff should have been instructed to mark out the area to ensure that there was no confusion as to what the area in front of 268 Bayview meant, and that the letter of authorization should have been more specific.

It was moved by Councillor Hughes-McMullon, seconded by Councillor Cheer authorize the current clearing of salmonberries and Alders in front of a portion of 268 bayview and a portion of 266 Bayview, at this time no additional clearing would be granted, Mr. and Mrs. O'Brien are to ensure that clean up is done, and in regards to the unauthorized clearing of evergreen trees, staff is to work with Mr. and Mrs. O'Brien to come up with a solution that is suitable for all parties.

CARRIED

It was moved by Councillor Hughes-McMullon, seconded by Councillor Cheer to develop a policy for future Alder and Salmonberry removal on any property the Village is in possession of.

CARRIED

Council also discussed working with the tourism group to mark out areas on the trail that should never be cleared, special plants that should be kept in the inventory of the trail.

C-2- Jason Roberge- Request to rent Park Trailer

It was moved by Councillor Cheer, seconded by Councillor Hughes-McMullon to have someone look at the Park trailer and see if it is still useful to keep as an asset.

CARRIED

It was moved by Councillor Cheer, seconded by Councillor Hughes-McMullon to let Jason Roberge know that at this time it is not being considered as a rental and that Council is looking to see if the trailer will be kept as an asset.

CARRIED

C-3- Minister responsible for BC, stockwell day referring to Canada Post
It was moved by Councillor Hughes-McMullon, seconded by Councillor Stewart to receive and file for information.

CARRIED

6. GOVERNMENT.

G-1- Purchasing and Contracting out Policy

It was moved by Councillor Cheer, seconded by Councillor Hughes-McMullon to review and table the Purchasing and Contracting out policy

CARRIED

G-2 Employee Benefits Policy

It was moved by Councillor Hughes-McMullon, seconded by Councillor Cheer to review and table the Employee Benefit Policy.

CARRIED

G-4- Community Adjustment Funds

It was moved by Councillor Cheer, seconded by Councillor Hughes-McMullon to apply to the Community Adjustment Fund for Fuel Management to assist the Village in dealing with the wildfire threat of overgrowth within the community.

CARRIED

7. FINANCE.

F-1-Cheque list May 29th, 2009.

It was moved by Councillor Hughes-McMullon, seconded by Councillor Cheer to accept the cheque listing of May 29th, 2009.

CARRIED

8. NEW BUSINESS.

NB-1- feasibility funds

Issue came up at town hall meeting and should be at the planning workshop.

Should take advantage of the funds and it is very important to have this information now.

It was moved by Councillor Cheer, seconded by Councillor Stewart to apply to the Northern Development Initiative Trust for a feasibility study on the possibility of a barge facility on the industrial road.

CARRIED

NB-2- Janine North Ridley Terminal letter

It was moved by Councillor Cheer, seconded by Councillor Traplin to have Port Clements put on the list as supporting the keeping public ownership of Ridley terminal.

CARRIED

NB-3- GMD Graduation Saturday June 6th, 2009

Council will report back to staff, and if no council member can attend staff will prepare a few words for the Superintendent Angus Wilson to read.

9. REPORTS & DISCUSSIONS.

R-1-Action Plan

Councillor Stewart- Nothing to report

Councillor Traplin-Nothing to report

Councillor Cheer-Tourism meeting went well, Work bee very good turn out, 10 people helped out and Council should send thanks.

Councillor Hughes-McMullon-Councillor Cheer will be attending Vancouver Island Regional Library meeting.

Mayor Delves-Attended the Northern Development regional advisory meeting.

Attended the North West Regional Hospital meeting.

Attended the Regional District meeting, hiring of landfill manager should be happening shortly.

10. QUESTIONS FROM THE PRESS.

ADJOURNMENT.

It was moved by Councillor Hughes-McMullon, seconded by Councillor Cheer to adjourn the meeting at 10:07pm and go in-camera under *Community Charter* section 90-1-c,e & g.

Cory Delves,
Mayor

Heather Nelson-Smith,
Clerk/Treasurer

TOURISM COMMITTEE MEETING MINUTES

May 28, 2009

IN ATTENDANCE: Urs Thomas Lana Wilhelm Ian Gould
 Terry Ingalls Wally Cheer Germaine Vigneault

The meeting was called to order at 7:35 pm and Wally Cheer motioned to adopt the amended agenda, seconded by Ian Gould. Wally Cheer motioned to accept the minutes of the May 1, 2009 meeting and this was seconded by Ian Gould.

BUSINESS ARISING:

BA1: Wally Cheer briefly outlined Council activities on the tourism front

BA2: The Committee looked at the application for funding of trail construction. Three items immediately stood out which the Committee wanted changed:

- (1) The terminus of Phase 2 trail indicates a site for the visitor information centre and the Committee thought declaring this the site of the info centre is premature.
- (2) The proposal indicates a total length of 2,595 kilometers and this should be changed to 2,595 metres.
- (3) The mention of CMTs in the Phase 3 trail caused concern because of a number of problems which are inherent with CMTs. It was agreed the problem with CMTs could be dealt with if funding came through for Phase 3 trail.

Lana Wilhelm motioned to send the proposal to Council with suggested changes. The motion was seconded by Ian Gould and unanimously passed.

BA3: The work bee for the following weekend was discussed. The work to be done by the volunteers would be repairing bridge approaches, cleaning culverts and pressure washing the bird tower. The Committee will look at the expanded metal on the bird watching tower and look at ideas to make it safer for children in a hurry. The lunch will be hamburgers and Wally will bring a bar-b-que. Urs Thomas and Ian Gould will gather material the day before. Urs Thomas will post notices at Gas Plus, Post Office and the Bayview Market.

BA4: Germain Vigneault showed the Committee his progress on the web page. The concept is what the Committee was looking for. The next step is to take the work in progress to Heather Nelson-Smith and look at integrating Village requirements to the web page.

BA5: The idea of setting up an ATV trail site was revisited. The concept has been has been discussed at another venue and the Committee will write a letter to Garth Johnson thanking him for the information he supplied to the Committee and asking him to attend a tourism meeting to discuss the idea. It was suggested such a site could double as a mountain bike trail and perhaps Peter Nelson-Smith should be invited as well. In the meantime, committee members should check web sites for other communities who have set up ATV trails to see how they are presented and promoted.

NEW BUSINESS:

Germain Vigneault was asked if he would like to become a committee member. With his assent, his name will be presented to Council for approval.

The Committee considered setting up a regular time to hold tourism meetings. It was motioned by Wally Cheer to hold meetings on the second Thursday of each month. The motion was seconded by Ian Gould and passed.

Tourist Committee Meeting Minutes
May 28, 2009
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ACTION PLAN:

ITEM COMPLETED?	ACTION	RESOLVE
Welcome To Port Clements No Sign	Preliminary discussion only	
Clean up and trail repair at Yes Sunset Park 24	Because this needs to be done in the immediate future, plans need to be formulated now and Committee members can do so by e-mail	The Committee has planned this for the weekend of May 23-
Kiosk to the south of town told Yes Chris Marrs the Village on	It is believed clean up of the kiosk can be at the same time as the Sunset Park trail repair work bee	Nelson-Smith does not have paint hand for this. Paint will have to be purchased
Bar-B-Qs at Sunset Park Canada Day event, them to gauge response	No on a regular basis	If the bar-b-que on Canada Day is a success, then plans to hold Await
Canada Day Festivities organization to	No The Committee will conduct a bar-b-q at Sunset Park. Geo-cache hunt or scavenger hunt activity to be considered	Menu and be determined
Kumdis Trail No	Committee members to investigate the trail	
B&B Signs No	Bed and Breakfasts require approval by Accommodation BC who then authorize the signs	

'Beyond the Pavement'
No
Brochure

In preparation

'Open for Business' flyer
No

Work in progress

Phase 1 and Phase 2 trails

Grant application forwarded

Boat Launch Facility
No

Work in progress

Commercial Advertising
No
Board

Check feasibility of installing an
advertising board on posts outside
Bayview Market

With no further business, a motion was made to adjourn the meeting at 9:36 p.m. and was seconded and passed.

Port Clements Emergency Committee April 30th, 2009
Port Clements Council Chambers

Present:
Councillor Stewart
Roy Woolverton
Pete Nelson-Smith
Terry Mitchell

Debbie Delves-Administrative Assistant

The meeting was called to order at 7:30pm.

1. AGENDA

It was moved by Pete Nelson-Smith, seconded by Terry Mitchell to adopt the agenda as circulated with the following additions:

C-1-BC Ambulance Service-Paramedic Safety Advice re: Severe Respiratory Illness/Swine Flu.

C-2-Provincial Emergency Program-Provincial Situation summary report-Human swine influenza (H1Ni virus).

CARRIED.

2. MINUTES

M-1-It was moved by Pete Nelson-Smith, seconded by Terry Mitchell to accept the Minutes of February 21st, 2008 as circulated.

CARRIED.

3. BUSINESS ARISING

BA-1-Resignation of Chair Pierre Pelletier

Motion to send a letter to Pierre thanking him for his position on the Emergency Committee.

It was moved by Pete Nelson-Smith, seconded by Councillor Stewart.

CARRIED.

BA-2- Appointment of new Chair.

Held nominations: Roy Woolverton has put his name forward to fill this position.

It was moved by Pete Nelson-Smith, seconded by Councillor Stewart to accept Roy Woolverton name as the new Chair of the committee.

CARRIED.

Suggestion to recruit new community members to sit on the committee, Suggest that we approach Olga McCormick, Marg Fennell & Claudette Lavoie to be a part of the committee.

BA-3-Port Clements Emergency Plan.

It was moved by Pete Nelson-Smith, seconded by Councillor Stewart to update every January the Emergency Plan with verification of names, phone numbers, resources, & ownership of equipment and supplies.

CARRIED

BA-4-Community Wildfire Protection Plan.

Look into sending out Request for Proposal to RPF's to look into helping with the plan. Mapping, resource compilation. Ground proofing could all be done in-kind through the Village Office, Fire Department, and Pierre Pelletier. All of this information could be given to the RPF. Tlell has a site map done on each property identifying what is on the property i.e.: septic fields, propane tanks, accelerants, catalane tanks etc.

Motion to table to next Emergency meeting.

BA-5-Training Task Numbers for Fiscal year 2009-2010.

Receive and file for information.

4. CORRESPONANCE

C-1-Paramedic Safety Advice-Severe Respiratory Illness/Swine Flu Information.

Terry Mitchell, BC Ambulance, brought the group up to speed on what the BC Ambulance attendance are doing in response to protecting themselves on call outs within the public.

Receive and file for information.

C-2-Provincial Emergency Program-Human Swine Influenza (H1N1 virus).

Terry Mitchell, BC Ambulance, informed the committee on the influenza pandemic and what to do to try and protect yourselves using proper personal hygiene, if you are sick stay home and rest, and avoid people that are sick.

Receive and file for information.

5. NEW BUSINESS

NB-1-2009 Budget. The Village is budgeting for \$750.00 per year for Emergency Committee training.

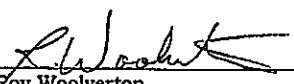
Receive and file for information.

6. REPORTS AND DISCUSSIONS

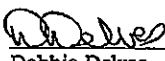
ADJOURNMENT

It was moved by Pete Nelson-Smith, seconded by Councillor Stewart to adjourn the meeting at 8:40pm.

Next meeting scheduled the last Thursday of each month-May 28th, 2009.



Roy Woolverton
Chair



Debbie Delves
Administrative Assistant

Port Clements Emergency Committee May 28th, 2009
Port Clements Council Chambers

Present:

Roy Woolverton
Pete Nelson-Smith
Terry Mitchell

Debbie Delves-Administrative Assistant

The meeting was called to order at 7:40pm.

1. AGENDA

It was moved by Pete Nelson-Smith, seconded by Terry Mitchell to adopt the agenda as circulated.

CARRIED.

2. MINUTES

M-1-It was moved by Terry Mitchell, seconded by Pete Nelson-Smith to accept the Minutes of April 30th, 2009 as circulated.

CARRIED.

3. BUSINESS ARISING

BA-1-Emergency Preparedness Plan update of Contact List.
Reported that Debbie Delves has updated the contact list.

BA-2- Port Clements Emergency Plan verification of resources.

Motion to Table to next meeting.

BA-3-Community Wildfire Protection Plan.

Motion to Table to next meeting.

4. CORRESPONANCE

C-1-UNBC Fuel Management Community Adjustment Fund.

It was moved by Pete Nelson-Smith, seconded by Terry Mitchell to ask Council for support to employ workers for a short period of time to complete this task for fuel management around the community.

CARRIED.

5. NEW BUSINESS

NB-1-Terry Mitchell shared with the group how the Tlell Firefighters have in the fire trucks a list of all residents and any hazards that they might need to watch for. Fire access/perimeters, Street address, Family name, historical name ie: previous owner or landmark. Septic tank location, hydrants, site map of lot, propane tanks/oil tanks, location of wood sheds.

6. REPORTS AND DISCUSSIONS

Terry Mitchell: reported that BC Ambulance is giving a course this weekend May 30th, 2009 to train the Ambulance Crew on handling Swine Flu and upper respiratory infections. Terry will get the NW Fire Center contact information to Debbie for update on list.

Roy Woolverton: reported that he will continue to review the Port Clements Emergency Plan.

Pete Nelson-Smith: will review Emergency Equipment list and will try to bring up to date. Will talk to Marg Fennell re: joining the Emergency Committee, will also solicit for a Port Clements Volunteer Firefighter to represent the fire department.

Debbie Delves: will contact PEPP Maurie Hurst regarding her next visit to Port Clements and any possible courses that she could give the committee. Will contact Jamie Delves & Lynn McAlpine about the committee meeting and to join. Contact Chris Marrs, Wharfinger, see if he is still interested in attending the meetings. Will send out email to Masset RCMP, requesting a representative for the emergency meetings.

ADJOURNMENT

It was moved by Pete Nelson-Smith, seconded by Terry Mitchell to adjourn the meeting at 8:25pm.

Next meeting scheduled the last Thursday of each month-June 18th, 2009.

Roy Woolverton
Chair

Debbie Delves
Administrative Assistant

Port Clements Emergency Committee June 18th, 2009
Port Clements Council Chambers

Present:

Pete Nelson-Smith
Terry Mitchell
Councillor Greg Stewart

Public: Jamie Delves, Cara Johnson, Lyn McAlpine

Debbie Delves-Administrative Assistant

The meeting was called to order at 7:35pm.

1. AGENDA

It was moved by Pete Nelson-Smith, seconded by Councillor Stewart to adopt the agenda as circulated.

CARRIED.

2. MINUTES

M-1-It was moved by Pete Nelson-Smith, seconded by Councillor Stewart to accept the Minutes of May 28th, 2009 as circulated.

CARRIED.

3. BUSINESS ARISING

BA-1-Emergency Preparedness Plan update of Contact List.

Pete Nelson-Smith has updated the dangerous goods resources and this will be an on going business update as things change. Next scheduled update of information for the Emergency Plan is January 2010. Discussion on locking up the propane fence on the school grounds.

It was moved by Pete Nelson-Smith, seconded by Councillor Stewart to have Public Works Superintendent put a lock on the propane fence to keep people out of the area.

CARRIED.

BA-2- Port Clements Emergency Plan verification of resources.

Debbie will contact Gabriola Island to see if we can obtain a PDF file of their Wildfire Protection Plan.

Receive and File for more information.

m-h

BA-3-Fuel Management Initiatives-New Community Adjustment funding. Debbie Delves has applied on line for this funding and has confirmation that it is being forwarded to Northern Development Initiative & Western Economic Diversification Canada application is pending.

Receive and File for more information.

BA-4-Tlell Fire Department-Standard Operating Guide for Fires Service. Standard guidelines for attending fires outside the village perimeters. All fires should be reported, this is a good source of income for the Volunteer Fire Department.

It was moved by Councillor Stewart and seconded by Pete Nelson-Smith to Receive and File for further information.

CARRIED.

4. CORRESPONANCE

C-1-Port Clements Volunteer Fire Department Wildfire Standard Operating Procedure.

It was moved by Councillor Stewart, seconded by Pete Nelson-Smith to Receive and File for further information.

CARRIED.

C-2-CBC Radio Contact for emergency situations.

Have Debbie Delves also contact CFMI Radio station to find out email and phone numbers to relay emergency information to as well.

It was moved by Councillor Stewart, seconded by Pete Nelson-Smith to Receive and File for further information.

CARRIED.

C-3-Emergency Preparedness Conference November 2009.

It was moved by Councillor Stewart, seconded by Pete Nelson-Smith to Receive and File for further information.

CARRIED.

5. NEW BUSINESS

NB-1-Discussion with Lyn McAlpine regarding Port Clements School's Fire & Emergency Response Manual. Explained now that we are in a new building the floor plan needs to be updated.

Debbie Delves will get her a copy to post in all rooms for emergency evacuation.

Letter to be written to Superintendent Angus Wilson of School District #50, Cc of letter sent to Heather Nelson-Smith Clerk/Treasurer, Port

Clements Village Council, Tiny Tots Playschool & Seniors Group stating that there needs to be a unified building Emergency Plan and to see if it is in the works for the near future for School Districts #50.

It was moved by Councillor Stewart, seconded by Pete Nelson-Smith to write letter to School district #50 requesting this information or their plan.

CARRIED.

NB-2-Review ongoing inventory of what the school has for emergency preparedness. Pete Nelson-Smith & Lyn McAlpine will go through inventory and report back to committee in Sept.

6. REPORTS AND DISCUSSIONS

Jamie Delves-Animal Safety, Cara Johnson-Childcare, Chris Marrs-Harbour & Lynn McAlpine-School Rep, were nominated by the Emergency Committee to join the group and a letter of request will be forwarded onto Council June 30th, 2009 for Council's approval.

Jamie Delves volunteered to work on compiling information for an Animal Emergency Plan.

ADJOURNMENT

It was moved by Councillor Stewart, seconded by Pete Nelson-Smith to adjourn the meeting at 8:45pm.

Next meeting scheduled for September 24th, 2009.

Terry Mitchell
Co-Chair

Debbie Delves
Administrative Assistant



Ministry of Sustainable
Resource Management

4/10-30
Land and Water British Columbia Inc.
455-1011 4th Ave
Prince George, BC V2L 3H9

Telephone No: (250) 565-6855
Facsimile No: (250) 565-6941

GST Registration No: 122373046

Your contact is: Cheryl Dyson

Our file: 6406894

CROWN GRANT OFFER

June 17th, 2004

CORPORATION OF THE VILLAGE OF PORT CLEMENTS
PO Box 198
Port Clements, BC V0T 1R0

Dear Mayor Lore and Councillors:

Re: Your Application for a Crown Grant

We are pleased to offer you a Crown Grant over:

THAT PART OF DISTRICT LOT 995, QUEEN CHARLOTTE DISTRICT (legal
description will change once survey is complete)

(the "Land") on the terms and conditions contained in this offer.

Preconditions of Crown Grant

You can accept this offer by signing the attached acceptance page and returning it to our office. A Crown Grant will be issued to the Registrar of the appropriate Land Title Office once you have met the preconditions listed below. The Registrar will then register a title to the Land in your name.

This offer will expire within 60 days of the date of this letter unless you have returned the signed acceptance page by this date. As well, you must satisfy the following preconditions by this date or within the time period specified in the precondition:

BA-1

5 ECONOMIC IMPACTS

You must complete and deliver to us the information requested in the enclosed acceptance page entitled "Economic Impacts for Development of Crown Land".

REMINDER

This offer expires if you do not satisfy the above preconditions within 60 days of the date of this letter or within the time period specified in the precondition.

AGREEMENT TO FURTHER TERMS

1 By accepting this offer, you agree that:

- (a) This offer cannot be transferred to another person;
- (b) This offer and the Crown Grant do not guarantee that
 - (i) the Land can be built on,
 - (ii) there is access to it,
 - (iii) it is not susceptible to flooding or erosion;
- (c) This offer shall survive the signing and issuance of the Crown Grant but that if there is any contradiction between the terms of the offer and the Crown Grant, the Crown Grant shall prevail;
- (d) This offer does not give you any right to use or occupy the Land for any purpose.
- (e) In accordance with the provisions of the *Land Act*, this offer is not binding upon the Crown until the Crown Grant is signed by the Crown.
- (f) Time is of the essence in this offer.

2 By accepting this offer, you confirm that:

- (a) You (or your authorized representative) have inspected the Land and are fully aware of its condition;
- (b) You have knowledge of all municipal and regional district bylaws regulating the use and development of the Land;
- (c) You acknowledge that you have no right to use or occupy the Land unless and until the Crown Grant is issued to you under this offer.

- 5 -

A parking site should be developed at the south end of the hiking trail to discourage one-way users from parking on the highway at the end of the trail. If no such parking area can be created, then the trail should not terminate at the highway.

Take all reasonable precautions to avoid disturbing or damaging any archaeological material found on or under the Land and, upon discovering any archaeological material on or under the Land, you must immediately notify the ministry responsible for administering the *Heritage Conservation Act*.

You must contact the Ministry of Transportation and Highways to obtain access permits.

FREEDOM OF INFORMATION

Personal information is collected by the Ministry of Sustainable Resource Management pursuant to the *Land Act* for the purpose of administering Crown land. Information on your application, and if approved, subsequent disposition will become a part of the Crown Land Registry, which is routinely made available to the public under freedom of information legislation

If you have any questions please contact Cheryl Dyson

Yours truly,



Authorized Representative

Estimate the intended **capital investment** to be spent during the first 3 years of the project development, including:

- off-site and on-site services that are directly attributable to any development on the land.
- Construction costs of buildings, facilities, parking and plant/plant improvements.
- Include Equipment and Machinery.

Capital Investment	\$ 10,000
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Operating Jobs – Numerical measurement of the person years created in the operating and maintenance of the ongoing land use during the first 3 years of the project development. Use decimals where appropriate.

Include full time permanent, part time permanent and part time seasonal jobs. Part time estimates should be converted from days or months to year. (11 months or 220 days of work = 1 operating job)

For example:

2 part time permanent employees who work 110 days each = 1.0 operating job.

3 seasonal employees who work 3 months each = .8 operating job (3 employees X by 3 months of work divided by 11 = .8 operating job).

Operating Jobs	.2 operating job
----------------	------------------

Land and Water British Columbia Inc. requires the economic benefit information requested above before your tenure can be completed.



The Village of
PORT CLEMENTS

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

REQUEST FOR DECISION

Subject: RFP to install Wastewater Lagoon fencing

Recommendation: Award contract to Rias based on pricing given and date of completion.

PWS Comments: The existing fence is in great disrepair and although it may be salvageable, I believe it would be doing the community a disservice by installing a dilapidated fence that has seen it's years of usefulness.

Key Issues/Concepts Defined: Do we want to hire Rias? With which contractual parameters?

Relevant Policy: MOE Regulation requires a fence for public safety. An 8' fence would ensure the security and reduce risks of unwanted visitors.

Strategic Relevance: Enhancement to our wastewater facilities.

Desired Outcome(s): To have a fully fenced wastewater lagoon facility with little to no maintenance required that represents the Village of Port Clements care for existing facilities.

Response Options:

1. Draft contract with Rias to remove existing fence, landscape and erect perimeter fence using new fence material. \$16085
2. Draft contract with Rias to remove existing fence, landscape and erect perimeter fence using existing fence material. \$10085

Implications of Recommendation:

General: We will meet regulations set out by MOE. Lagoon defence will be set by hindering either purposeful tampering or accidental wild life accidents from happening. Either one could prove environmentally and/or financially detrimental.

Organizational: No work load would be added to staff, except for consultation, by hiring Rias. A new fence would require little to no maintenance during it's first few years of service.

BA-3

Financial: Current financial expenditure would be greater by \$6000 to go with a new fence although maintenance hours would be relatively low. Although \$6000 cheaper, the existing fence has stretching and existing holes that would require further maintenance.

Follow Up Action: Rias' date of completion is scheduled for one month past award of contract, providing delivery of materials.

Submitted By: Pete Nelson-Smith



CENTRAL SERVICES

Box 3333, 6250 Hammond Bay Rd., Nanaimo BC,
Canada V9R 5N3

Phone: (250) 758-4697 Fax: (250) 758-2482

Email: info@virl.bc.ca Web: www.virl.bc.ca

May 26, 2009

Via email: portclem@qcislands.net

The Village of Port Clements
P.O. Box 198
Port Clements, BC
VOT 1R0

Attention: Heather Nelson-Smith, Clerk/Treasurer

Dear Ms Nelson-Smith:

Thank you for your letter of May 22nd, 2009, regarding the Village of Port Clements request for additional hours of operation.

The request will be considered during the Board's budget deliberations.

Regards,

Rosemary Bonanno, BA MLS
Executive Director
Vancouver Island Regional Library

c.c. Adrian Maas, Director of Finance

June 4, 2009

Port Clements Village Council
PO Box 198
Port Clements, BC
V0T 1R0

To Whom It May Concern:

As frequent users (almost daily) of the Sunset Park Trail, we were extremely disappointed this past week to discover that a huge section adjacent to the trail had been cleared. My understanding, from speaking to Heather Nelson-Smith the day that the work commenced, is that permission had been granted to the O'Brien family to clear the section of property, as others property owners on Bayview have done. When talking to Heather, she was clear that the O'Brien's had been informed, implicitly, that absolutely none of the large "old growth" trees along the waterfront were to be removed. The only items to be removed from the water side were alders and shrub (salmonberry). As well, they were responsible for removal of all the cut material.

Monday morning June 1, while walking our dogs, we saw the faller, whom we saw did not appear to be wearing hearing protection – this is the second time we had noted it - working along the water side, removing shrub. On our way past him on the way home, I was more than a little dismayed to see him standing on the trail, with an open gas can at his feet, having a cigarette! When we drove past later that evening, we saw that very clearly, large timber has been removed, contrary to what the Village had apparently made clear to the O'Brien's from the onset. Our understanding, from speaking to the Village Public Works Superintendant immediately upon our return home, that the Village has stopped the work as a result of that timber removal.

While we understand the "upper portion" of this area belongs to the O'Brien family, and that they have the right to do with their property as they wish, it saddened us to see ***that they have obviously taken advantage of the trust placed in them by the Village of Port Clements, and in turn the citizens of this community.*** We hope that council will pass along that other community members are disappointed in the {selfish} behaviour they have exhibited, especially since the O'Brien's seem to take advantage of every opportunity to pat themselves on the back for their contributions to the community and pride themselves on being good "corporate citizens". In our opinion, their behaviour is reprehensible. Why anyone would think themselves above the rules as set out for everyone? Everything our village council and staff do is done in the best interest of the community, not just individuals. While we understand that you cannot please everyone, individuals have to take responsibility for their actions and live up to the promises they have made.

It is our hope is that if asked in the future for permission to do the same again, that council will take a firm stance and say NO, or at the very least perhaps put this out for some "public consultation" to the people who actually utilize this trail.

Thanks for your time and consideration.

Sincerely,

Carey & Debby Thwaites

Carey & Debby Thwaites
26 Tingley Street
Port Clements, BC
V0T 1R0

C-12

Minister of State
Western Economic Diversification



Ministre d'État
Diversification de l'économie de l'Ouest

The Honourable L'honorable
Lynne Yelich P.C., M.P. c.p., députée
Ottawa, Canada K1P 5J3

JUN 02 2009

Ms. Heather Nelson-Smith
Clerk/Treasurer
The Village of Port Clements
P.O. Box 198
36 Cedar Ave West
Port Clements, British Columbia
V0T 1R0

Dear Ms. Nelson-Smith:

The Prime Minister's Office has forwarded me a copy of your letter dated February 26, 2009, outlining Port Clements Village Council's concerns regarding the impact of unemployment on families and communities.

The Government of Canada is taking steps to stimulate the economies of communities hard hit by the economic downturn. Canada's Economic Action Plan provides \$1 billion over two years for the Community Adjustment Fund (CAF), which will help create jobs and maintain employment in impacted communities. I am pleased to inform you that CAF funding is now available to western communities through Western Economic Diversification Canada (WD). Program guidelines and application form are available online at www.wd.gc.ca/eng/11269.asp. Project proposals are due by June 5, 2009, and projects needing more time to be developed are due by June 26, 2009.

I am advised that WD officials have already provided you with information regarding the Recreational Infrastructure Canada (RInC) program. Also announced in Budget 2009, RInC will provide \$500 million in funding over the next two years to renew and upgrade community recreation facilities. Project proposals under RInC are due by May 29, 2009 and projects needing more time to be developed have until June 19, 2009.

I hope this information is helpful.

Regards,

The Honourable Lynne Yelich, P.C., M.P.
Minister of State for Western Economic Diversification

Canada

C-3



Reference: 106391

JUN 11 2009

Heather Nelson-Smith
Clerk/Treasurer
The Village of Port Clements
PO Box 198
Port Clements BC V0T 1R0

Dear Ms. Nelson-Smith:

Thank you for your letter of April 15, 2009, addressed to the Honourable Barry Penner, Minister of Environment, regarding management of British Columbia's (BC's) industry stewardship programs. The Minister has asked that I respond on his behalf. I apologize for the delay in responding.

The general policy of the BC Government respecting waste management and recycling is to shift responsibility for managing products at their end of life from local governments and the general taxpayer to industry and consumers. Following an extensive review of BC's approach to recycling, the BC Government enacted the Recycling Regulation to provide a single results-based framework for industry-led product stewardship in 2004. It is this regulation that outlines the requirements for all of BC's industry product stewardship recycling programs, including the beverage container deposit-refund system. Encorp Pacific (Canada) is the approved industry stewardship agency for all beverage containers sold in BC, except for domestic beer.

Under the regulation, stewardship program funding and operations are the responsibility of producers and/or stewardship agencies that represent producers. To ensure financial transparency and accountability for the attribution of any funds collected from consumers, the regulation establishes clear financial reporting obligations for producers and/or stewardship agencies. Specifically, the regulation requires that producers submit to government independently audited financial reports that detail any deposits received, refunds paid and revenues and expenditures for any fees associated with an approved stewardship plan that are charged separately and identified on the consumer receipt of sale.

The BC Government has enjoyed considerable success with its approach to industry product stewardship. Fundamental changes to governance structures, such as establishing a management board or monitoring agency, are not presently under consideration.

...2

C-4

4386 Shelbourne Street
Victoria, B.C.
V8N 3G3
Email: cfurby@live.com

June 19th, 2009-06-19

Village Office
PO Box 198
Port Clements, BC
V0T1R0

Dear Village Office of Port Clements,

I am sincerely thankful for your offer to allow me to work for my earnings. You have helped me make the youth writers camp possible for me to attend. I'm extremely grateful for the wonderful reference letter that has been written for me as well as the amount of money given to me for my work and sponsorship. I will be sure to write a detailed email to the Village Office on my experience in the camp and how it helped with my writing skills. Till than;

Sincerely

A handwritten signature in cursive script that reads "Caitlin Furby".

Caitlin Furby

Heather Nelson-Smith

From: Wally Cheers [WCheers@westernforest.com]
Sent: June 5, 2009 6:48 AM
To: Heather Nelson-Smith
Subject: FW: GFS/GT investments
Importance: High

Hi Heather
Do you think this should go to Council for discussion?

Wally Cheers

Edwards and Associates Logging Ltd.
Phone: (250)557-6825
Fax: (250)557-6873

From: Irene Mills [mailto:irene.mills@me.com]
Sent: Thursday, June 04, 2009 7:39 PM
To: beryl.parke@haidanation.net; Wally Cheers; Harold Yeltatzie; Barry Pages; Michael Muller; Travis Glasman; Ron Williams; Ed Russ
Subject: Fwd: GFS/GT investments
Importance: High

Hello Everyone,

Please read the email below from my friend Gail Murray with the Royal Bank (some of you may know her) and bring the information to your respective councils to see what the Gwaii Trust reps can tell you about the investment strategy with this information in mind.

I have suggested that she talk to Guujaaw and Arnie and the GT executive. I explained our relationship with the GFCT/GT so she would understand why I was suggesting this. If they have their investment people in the same room they can all be on the same page and as she say "get a second opinion".

Haaw'a in advance for taking time to bring this important matter forward.

Irene

Begin forwarded message:

From: "Murray, Gail" <gail.murray@rbc.com>
Date: June 4, 2009 9:21:48 AM PDT (CA)
To: Irene Mills <irene.mills@me.com>
Cc: "Dennis, Candace" <candace.dennis@rbc.com>, "Bellomi, Noelle (RBC Investments)" <noelle.bellomi@rbc.com>
Subject: HI Irene

Hi Irene,

I hope all is well with you down in Victoria? When you were here last in Nanaimo and we went to that dinner at VIU, we were chatting to Arnie about the Gwaii trust Forestry portfolio and he indicated that the portfolio is not doing well and was seeking some of our expertise in an informal way. I have done some internet research and see that the portfolio mix is of serious concern. Arnie has indicated that he is wanting us to meet with Guujaaw to discuss this but I just had a call from someone in Skidegate saying Gwaii trust is shutting down?? I am not sure what that means but if I recall correctly you are a trustee of the forestry account? So I am feeling that this matter is urgent and would very much like to meet with you, Arnie, Guujaaw and any others who are interested to discuss some immediate action that we would recommend you take through the resources we have access to.

I read the minutes of one of the last meetings and understand there are legal opinions as to liability if you do not follow the investment managers recommendations but I also read that the lawyer said as long as it is safe? So not sure about that piece but hunkering down and waiting for the return to an acceptable level is of great concern. The portfolio has been structured to be an aggressive portfolio attempting to achieve a high rate of return. Thus the investments have been heavily balanced in higher risk investments. Analysts are saying that some of what you are invested in will never return given the global outlook regarding the recession with the recovery predominantly expected by analysts and economists to be domestic rather than global, the international exposure to the weighting it has is of concern. We expect this bleak global outlook to continue well into 2010 and possibly 2011. Waiting for it to "bounce" back may not be the best plan given where we are in this cycle whereby repositioning the portfolio where recovery is expected prudent. Further to this, you are invested in corporate paper which is a super high risk in this climate, for example, GM is the largest corporation in north America and they just filed for bankruptcy. As well, part of the funds are in mortgage pools where recovery is a far cry from looming, with many simply being written off. The US currently has approximately 8,000 banks of which many are expected to fail in the coming months/years. It would be remiss to not revisit these pools forensically in order to determine just how much risk is currently within the portfolio and how much is being left vulnerable to further drops. Our firm has been calling for a major pull back from this rally for the last month, it'd be remiss if we didn't revisit rebalancing and all of your options in order to determine whether or not "staying the course" is the best approach. There is no question that the portfolio needs immediate re-balancing and with the best interests of the group in mind, at least a second opinion. We would be willing to meet formally or informally to provide you with more information to bring back to the group.

This is a very difficult place to be for the organization, the trustees and the communities you serve!

Take care and talk to you soon.

Gail



The Village of
PORT CLEMENTS

P.O. Box 198
Port Clements, B.C.
V0T 1R0
Phone: (250) 557-4295
Fax: (250) 557-4568
E-mail: portclem@qcislands.net

REPORT TO COUNCIL

Author: Erin Ryland
Date: June 18, 2009
Re: Estimate of MATI I Costs

COST	
\$1575.00	MATI I Course
\$593.60	Air Canada Flight
\$227.70	2 Nights stay in Victoria
\$150.00	Cab Fare (dependant on shuttle or sharing a cab)
\$100.00	Meals
-\$500.00	MATI I Bursary
-\$132.32	GST
-\$250.00	Travel Assistance Fund

The estimated cost of MATI I Course including travel, accommodations, and meals will be \$1763.98. This total is less the bursary from MATI I, GST, and the estimated amount granted for travel assistance.

Note from Administrator-

This course is included in the budget for 2009.

It will be worked out that Erin would have to payback at least 50% to the village for the course expenses if she leaves in less than 1 year. \$881.50 would be owed to the Village if Erin quit before August 2010.

G-2



LGMA

LOCAL GOVERNMENT
MANAGEMENT ASSOCIATION
OF BRITISH COLUMBIA

2009 MATI FOUNDATIONS



UVic Photos Services

The LGMA is pleased to announce the staging of the 27th *Municipal Administration Training Institute – Foundations Program*, to be held at the University of Victoria from **August 9-14, 2009**.

This week long residential program provides participants with an overview of local government administration. Accommodation for participants is provided at the University residence and meals are served in the cafeteria.

Since the first Institute was held in 1983, it has remained one of the most popular of the LGMA professional development programs. Skilled practitioners currently working in local government fields provide instruction. The multi-course program is designed as an entry level or refresher course for people working in administrative positions.

ELIGIBILITY REQUIREMENTS: You are eligible to attend MATI if you work in a BC local government jurisdiction. Enrolment will be completed on a first-come, first-served basis to a maximum of 80 students, including participation from Ministry of Community Development staff.

PROGRAM

Unique, comprehensive and current, the Municipal Administration Training Institute (MATI) provides a vehicle for continuing education for administrative staff in BC local government.

Important elements of the program include:

- ◆ competent instruction by leading practitioners in the Province of BC;
- ◆ information based on current concepts and theories relating to legal, financial, labour relations and administrative matters;
- ◆ a forum for the exchange of ideas and methodologies within local government;
- ◆ the opportunity for participants to establish a network of contacts throughout the province;
- ◆ access to a comprehensive manual of practical and current information.

Instruction is practical rather than theoretical and the professional development of the participants is of prime importance. Course content is kept current through an ongoing evaluation of course objectives and updating of material/lectures, combined with a regular rotation of instructors.

CLASS SCHEDULE

Beginning on Sunday, August 9th, with an evening orientation session and reception, MATI continues through the week with classes ending at noon on Friday, August 14th.

As classes are scheduled from approximately 8:00 am-8:00 pm, participants are expected to stay on site. Meals will be served in the classroom or the University cafeteria.

COURSE OUTLINE & FACULTY

- ◆ Duties of the Statutory Officers -
- ◆ Records, Info & Privacy -
- ◆ Labour Relations -
- ◆ Personnel Management -
- ◆ Culture & Leisure Services -
- ◆ Regional Districts -
- ◆ Geographic Information Systems -
- ◆ Public Consultation & Community Engagement -
- ◆ Climate Change/Sustainability -
- ◆ Council/Board/Staff Relations -
- ◆ Revenue Budgets and Accounting -
- ◆ Risk Management -
- ◆ Public Works -
- ◆ Land Use Zoning & Planning -
- ◆ Policy Skills -
- ◆ Municipal Law -
- ◆ Bylaw Drafting -
- ◆ Presentation Skills-
- ◆ Leadership -
- ◆ Panel Session with Representatives from -
BC Assessment Authority of BC
CivicInfo BC

Lisa Zwarn, City of Langley
Chris Plagnol, Metro Vancouver
Marcia McNeil, Gowling Lafleur Henderson LLP
Susan Ney, District of West Vancouver
Agnes Szilos, District of Oak Bay
Jim Martin, Fraser Fort George R.D.
Steve Botham, Fraser Fort George R.D.
Jan Enns, Sandy Webster
Emmanuel Machado, City of Dawson Creek
George Paul
Isabel Gordon, City of North Vancouver
Keith Gibson, MIA
David Duckworth, City of Kamloops
TBA
Nicola Marotz, Min of Community Development
Reece Harding, Young Anderson
James Goulden, Bull Housser Tupper
Carol Boothroyd
Tracey Lorenson, Paragon Strategic Services

Municipal Finance Authority of BC
Ministry of Community Development

COST & FINANCIAL ASSISTANCE

Fees are \$1,575 (\$1,500 plus GST). This includes tuition, meals, accommodation, materials, and supplies.

MFA – JIM CRAVEN TRAVEL SUBSIDY

This fund provides assistance with travel costs and is awarded based on an organization's financial need. In order to apply, applicants simply check the relevant box included on the online registration form.

REGISTRATION BEGINS MAY 1st at <http://www.civicinfo.bc.ca/conference/mati12009.asp>

PROGRAM COMMITTEE

Susan Bassett, Town of Smithers
Gerald Kingston, Fraser Valley Regional District
Doug Leahy, City of Penticton
Patrick Robins, Town of Princeton
Don Schaffer, City of Victoria
Phil Taylor, Town of Golden

FOR FURTHER INFORMATION...

Local Government Management Association
tel 250.383.7032 fax 250.383.4879
email: office@lqma.ca

Village of Port Clements
Travel Expense Report
Appendix A

Name: _____

Title: _____

Purpose: _____

Date & Time of Departure: _____

Date & Time of Return: _____

Travel:

- Airfare as per receipt: _____
- Rail as per receipt: _____
- Ferry as per receipt: _____
- Taxi or bus: _____
- Vehicle rental as per receipt: _____
- Private vehicle @ \$0.49 x _____ KM = _____

Accommodations/Meals:

- Hotel/Motel as per receipt: _____
- Private accommodations @ \$40.00 per day x _____ Days = _____
- Meal & Incidental Per Diem:
 - Breakfast 2 x \$15.00= 30.00
 - Lunch 2 x \$20.00 = 40.00
 - Dinner 1 x \$30.00= 30.00
 - Incidentals _____ x \$10.00= _____

Other Expenses:

- Miscellaneous: _____
- Less incidentals: _____
- Total expenses: _____

Signature: _____

Date: _____

Approved: _____



Ramada Victoria

123 Gorge Road East
Victoria, BC V9A 1L1 CA
Phone: 250-386-1422
Fax: 250-386-1254
[Hotel Website](#)



100%
smoke-free
hotel

Check Rates

Check-in:

Sat. August 8 ⌚ After 03:00 PM

Check-out:

Sun. August 9 ⌚ Before 11:00 AM

Guests per room:

1 Adult, 0 Children (13-17), 0 Children (0-12) 1 Room

* Rate Information

In addition to the Rates and Totals shown, other charges may apply for local amenities like safe warranties and telephone access. Local surcharges or service charges are not included in the total room rate. Local taxes may be additional. Please note that a change in the length or dates of your reservation may result in a rate change. Please check with the property for further details.

Ra Government Discount Rate Id Reqd

Rate Description: Ra Government Discount Rate Id Reqd Free Full Hot Breakfast Included

Cancellation Policy: If you need to cancel, you must do so by 4:00 PM local hotel time on August 7, 2009 or your credit card will be charged for one night's stay.

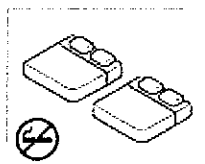
Available with these rooms:

2 Queen Beds Room

Ra Government Discount Rate Id Reqd Rate

Non Smoking Room With 2 Queen Bed, Complimentary Wireless High Speed, Coffee Maker, Hair Dryer, Iron/Board

Occupancy: 4 people max



Sat. 08/08/09

Per Room/Night

CAD 99.00

1 night (1 Room): CAD 99.00

Taxes: CAD 14.85

*** Total: CAD 113.85**

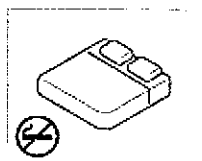
Reserve

1 Queen Bed Kitchenette

Ra Government Discount Rate Id Reqd Rate

Studio Kitchen/Non Smoking/ Bed Size May Vary

Occupancy: 2 people max



Sat. 08/08/09

Per Room/Night

CAD 114.00

1 night (1 Room): CAD 114.00

Taxes: CAD 17.10

*** Total: CAD 131.10**

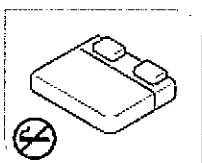
Reserve

1 King Bed Room

Ra Government Discount Rate Id Reqd Rate

Non Smoking Room With One King Bed, Complimentary Wireless High Speed, Coffee Maker,
Hair Dryer, Iron/Board

Occupancy: 2 people max



Sat. 08/08/09

Per Room/Night

CAD 99.00

1 night (1 Room): CAD 99.00

Taxes: CAD 14.85

*** Total: CAD 113.85 x 2**

Reserve

also Friday June 14 night.

We require a valid credit card to confirm your reservation and guarantee your room. Any required deposit or pre-payment will be charged to this card immediately. Otherwise, your card will not be charged until you check-out.

*** Rate Information**

In addition to the Rates and Totals shown, other charges may apply for local amenities like safe warranties and telephone access. Local surcharges or service charges are not included in the total room rate. Local taxes may be additional. Please note that a change in the length or dates of your reservation may result in a rate change. Please check with the property for further details.

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Review Flight Details

[Search](#) [Select](#) [Review](#) [Passengers](#) [Purchase](#) [Itinerary](#)
Please complete this page **within 10 minutes**.Your booking session will end after **10 minutes** of inactivity on any given page. [Learn more.](#)

① Review your itinerary

The grand total shown includes all taxes, fees, fuel surcharges where applicable and other charges. Fares shown are the best available uniform rates at this time for the number of tickets requested and the selected travel times and dates. Fares are not guaranteed until you purchase your ticket.

Flight	From	To	Date	Depart	Arrive	Stops	Duration	Aircraft	Fare Type	Meal Service*
AC8503	Sandspit (YZP)	Vancouver, Vancouver Int'l (YVR) Terminal M	Sat Aug-08	15:05	16:57	0	3hr18	DH3	Tango	
AC8077	Vancouver, Vancouver Int'l (YVR) Terminal M	Victoria, Victoria Int'l (YYJ)	Sat Aug-08	18:00	18:23	0		DH1	Tango	
AC8062	Victoria, Victoria Int'l (YYJ)	Vancouver, Vancouver Int'l (YVR) Terminal M	Sat Aug-15	11:00	11:23	0	3hr35	DH1	Tango	
AC8504	Vancouver, Vancouver Int'l (YVR) Terminal M	Sandspit (YZP)	Sat Aug-15	12:35	14:35	0		DH3	Tango	

② Review final quote details

Fare Summary

Passenger Type	Adult	
Departing Flight - Tango	255.00	
Returning Flight - Tango	255.00	
Surcharges	36.00	
Taxes, Fees and Charges		
Canada Airport Improvement Fee	10.00	
Air Travellers Security Charge (ATSC)	9.33	
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	28.27	
Total airfare and taxes before options (per passenger)	593.60	Convert currency for informational purpose only
Number Of Passengers	1	
Grand Total - Canadian dollars	\$593.60	

☆ Looking for more rewarding travel?

	✪ Your TANGO fare includes	✪ ✪ Move up to TANGO PLUS
Air Canada Status Miles for flying with us	25% (non-Status Miles)	More Miles! 100% Air Canada Status Miles
Aeroplane Miles for every dollar spent online	1 for \$3	1 for \$2
Upgrades certificates	Non-eligible	Eligible for upgrade to Executive Class with a Super Elite or Elite Special System Wide Upgrade Certificate (subject to the terms on the certificate).
Advance seat selection	Not included (from \$15 CAD per seat)	Complimentary (subject to availability)
Flat fee for same-day changes at the airport	\$150 CAD (no charge for fare difference)	Lower change fees! \$50 CAD (no charge for fare difference)



The Village of
PORT CLEMENTS

P.O. Box 198
Port Clements, B.C.
V0T 1R0
Phone: (250) 557-4295
Fax: (250) 557-4568
E-mail: portclem@qcislands.net

May 28th, 2009

Port Clements Tourism Committee

Appointment of New Member:

Please be advised that at the May 28th, 2009, Tourism Committee Meeting, it was passed unanimously by committee members to nominate Germain Vigneault to become a new member of the Tourism Committee. Mr. Vignault has accepted this nomination.

At this time, we request that council approves his appointment to the Tourism Committee.

Sincerely,
Village of Port Clement

Debbie Delves
Administrative Assistant



The Village of
PORT CLEMENTS

P.O. Box 198
Port Clements, B.C.
V0T 1R0
Phone: (250) 557-4295
Fax: (250) 557-4568
E-mail: portclem@qcislands.net

June 18th, 2009

Port Clements Emergency Committee

Appointment of New Members:

Please be advised that at the June 18th, 2009, Emergency Committee Meeting, it was passed unanimously by committee members to accept Jamie Delves, Cara Johnson & Lyn McAlpine as new members of the Emergency Committee

At this time we request that council approves their appointments to the Emergency Committee.

Sincerely,
Village of Port Clement

Debbie Delves
Administrative Assistant

G-4

AGREEMENT

BETWEEN

THE VILLAGE OF PORT CLEMENTS (the "Village")

and

**THE BOARD OF SCHOOL TRUSTEES OF SCHOOL DISTRICT
NO. 50 (HAIDA GWAI/QUEEN CHARLOTTE) (the "School
District")**

RE: PORT CLEMENTS MULTIPLEX BUILDING

Whereas:

- A. The School District is the registered owner of PID 013-207-547, Amended Block 41 (Plan 5208) District Lot 746 Queen Charlotte District (the "Land");
- B. Situated on the Land is a gymnasium (the "Gym");
- C. The Village and the School District, through a joint building committee, have constructed a new building (the "Multiplex Building") on the Land and intend to retain the Gym for community and school use;
- D. The Village is contributing an initial cost of \$2,800,000 and the School District is contributing \$1,240,000 towards the construction of the Multiplex Building. Additional costs for construction of the Multiplex that result during construction will be shared equally.

The following are the terms that will apply for this Agreement:

- 1. The Land is registered in the name of the School District and the School District will retain ownership of the Multiplex Building but the Village will have exclusive possession of those portions of the Multiplex Building labelled outlined "schemed A" attached hereto.
- 2. The Village shall be responsible for all taxes levied or assessed against the Land and the Building should such occur.
- 3. The School District will obtain property and fire insurance on the Multiplex Building through School Protection Plan. Optional insurance through School Protection Plan will be billed to the Village for the insurance costs for their portion of the building.

4. The School District will establish in its name the utility accounts for heating and electricity and the Village shall reimburse the School District 43.79 % of the costs of such utilities.
5. Upon the opening of the building each party will obtain its own janitorial services. Should a joint tender be considered in the future the parties may work together to obtain joint janitorial services with each party to the agreement paying their own portion.
6. The School District shall carry out regular maintenance and repair of the interior and exterior of the Multiplex Building. The Village will maintain the grounds including snow removal and grass cutting. Emergency repairs can be done by either party as needed.
7. Major maintenance and repair items (e.g. roofing, outside painting, HVAC replacement or major repair) will be discussed between the parties before being undertaken. The parties will share the costs of any major repairs and maintenance on a fair and equitable basis.
8. The booking of any shared space and the daily booking of gymnasium after 4:00 pm and on weekends will be the responsibility of the Village. The School will book activities in the gymnasium on week days until 4:00 pm.
9. The parties acknowledge and agree that they are entering into a long- term relationship and, from time to time, opportunities and issues will arise that are not contemplated in this Agreement. The parties agree to discuss and consider these matters in the spirit of cooperation and good faith. Without limiting the generality of the foregoing, the parties agree to negotiate the scheduling and operation of the facility for all users.
10. The parties agree that should a dispute arise for any reason regarding this agreemtn, use of the Multiplex Building, allocation of costs or the costs resulting from major repairs the matter will be referred to a third party. This third party shall be selected by mutual agreement of the parties and his/her ruling shall be binding on both parties.
11. This Agreement shall be construed according to the laws of the Province of British Columbia.
12. This Agreement shall expire at the expiration of the useful life of the Multiplex Building.
13. The School District and the Village will review the terms of the Agreement at least every five (5) years.

The parties have caused this Agreement to be executed this _____ day of _____ 2009,
by affixing the signatures of their officers thereunto lawfully authorized in that behalf.

Village of Port Clements

By: _____
Mayor

By: _____
Administrator

**The Board of School Trustees School District No 50
(Haida Gwaii/Queen Charlottes)**

By: _____
Board Chair

By: _____
Secretary-Treasurer

SCHEDULE A

Port Clements Multiplex Room Allocations					
	Room Number	Municipal	School	Shared	
Corridors/Circulation:					
Municipal Admin	106	31,320			102,320
Office	106A	10,130			
Office	106B	10,220			
Office Account:	106C	10,130			
Storage	106D	15,400			
Multi-Purpose (Seniors)	107	80,590			
Storage	108	9,640			
Staff	109				45,558
Janitor	110				3,330
Daycare	111	82,180			
W/C	111A	3,490			
Classroom K,1,2:	112		80,650		
Storage:	112A		2,410		
W/C:	112B		2,410		
Classroom 3,4:	113		78,820		
Classroom 5,6,7:	114		78,820		
School Admin:	115		13,780		
Office:	115A		13,680		
Storage / Work:	116		24,340		
Girl's W/C:	117		15,230		
W/C:	118		2,360		
Boy's W/C:	119		16,070		
Mechanical:	120				19,610
Electrical:	121				5,940
Kitchen:	122	37,180			
Library:	123	92,940	61,670		
Male W/C:	124	2,790			
Female W/C:	125	2,790			
H/C W/C:	126				4,090
Council Chambers:	127	66,500			
Storage:	127A	7,740			
Gymnasium			267,560		267,560
Total Allocations square metres		463,040	657,800		448,408
Total Allocations square feet		4,982,310	7,077,928		4,824,870
Total Area (square meters)					1,569,248
Total Area (square feet)					16,885,108
Shared Utility Costs (square meters)					
Municipal	687,244	463,040		224,204	43.79%
School District	882,004		657,800	224,204	56.21%
Room Allocations					
1,569,248					

VILLAGE OF PORT CLEMENTS

Cheque Listing For Council With GL Numbers

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Cheque	Date	Name	Expense GL Number	Invoice	Description	Invoice Amount	Cheque Amount
20090369	2009-06-04	Fictorie Construction Management	30-2-41-10-25	0704-501	PAYMENT PUMP HOUSE	161,736.75	161,736.75
20090371	2009-06-09	AARON-MARK SERVICES LTD.			PAYMENT		1,040.28
			10-2-12-53-00	2013950	WHARF SUPPLIES, TOURISM SUPPLIES	141.21	
			10-2-34-00-20	2013950	WHARF SUPPLIES, TOURISM SUPPLIES	38.33	
			10-2-72-50-10	2013950	WHARF SUPPLIES, TOURISM SUPPLIES	27.32	
			10-3-22-00-00	2013950	WHARF SUPPLIES, TOURISM SUPPLIES	9.66	
			10-2-34-00-20	2013962	MATERIALS FOR WHARF AND MPBC	682.12	
			10-2-71-21-15	2013962	MATERIALS FOR WHARF AND MPBC	52.59	
			10-2-34-00-20	2013994	BOLTS AND WASHERS FOR WHARF	89.05	
20090372	2009-06-09	ABFAM ENTERPRISES LTD			PAYMENT		6,697.15
			10-2-34-00-20	7274	WOOD FOR WHARF	6,697.15	
20090373	2009-06-09	BIG RED			PAYMENT		226.41
			10-2-71-21-15	10324	WEEKLY CONTAINER SERVICE FOR MA	226.41	
20090374	2009-06-09	BLACKWATER EXCAVATION			PAYMENT		2,598.75
			10-2-71-21-12	2009-32	LANDSCAPING AROUND MPBC	2,598.75	
20090375	2009-06-09	BLUE CROSS			PAYMENT		316.36
			10-4-27-00-30	06-01-09	JUNE BLUECROSS PAYMENT	316.36	
20090376	2009-06-09	BRITISH COLUMBIA LIFE & CASUALTY C			PAYMENT		148.27
			10-4-27-00-30	06-2009	GROUP BENEFITS FOR JUNE	148.27	
20090377	2009-06-09	BROOKS, CHERI			PAYMENT		253.00
			10-2-71-89-30	June 01-09	SUNSET PARK CONTRACT WITH CHERI	253.00	
20090378	2009-06-09	C. AND C. BEACHY CONTRACTING LTD			PAYMENT		1,785.00
			10-2-32-31-00	01I	GRADING STREETS	210.00	
			10-2-72-50-10	02I	GRAVEL AT SHORELINE PARK	262.50	
			10-2-34-00-20	48H	WHARF PHASE 2	1,312.50	
20090379	2009-06-09	CANADIAN FREIGHTWAYS LTD.			PAYMENT		398.24
			10-2-34-00-20	380-438542	SKID OF BOLTS FOR WHARF	398.24	
20090380	2009-06-09	DELMAS CO-OP			PAYMENT		251.38
			10-2-12-10-30	171788	MONTHLY SERVICE FEE	3.00	
			10-2-71-21-12	77999E	POTTING SOIL, ETC FOR MPBC	236.73	
			10-3-22-00-00	77999E	POTTING SOIL, ETC FOR MPBC	11.65	
20090381	2009-06-09	GAS PLUS II			PAYMENT		440.06
			10-2-31-90-00	VPC0509	FUEL FOR PW TRUCK	155.39	
			10-3-22-00-00	VPC0509	FUEL FOR PW TRUCK	21.99	
			30-2-41-40-10	VPC0509	FUEL FOR PW TRUCK	131.34	
			40-2-42-90-60	VPC0509	FUEL FOR PW TRUCK	131.34	
20090382	2009-06-09	MUNICIPAL INFORMATION SYSTEMS IN			PAYMENT		52.50
			10-2-12-11-20	20090350	PAYROLL LICENSE LIMIT INCREASE	52.50	
20090383	2009-06-09	NELSON SMITH, PETER			PAYMENT		17.91
			10-2-71-89-00	12	BUG SPRAY FOR PW	17.11	
			10-3-22-00-00	12	BUG SPRAY FOR PW	0.80	
20090384	2009-06-09	NORTHERN LABS LTD.			PAYMENT		184.80
			10-3-22-00-00	490768	WATER AND SEWER SAMPLE TESTING	8.80	
			30-2-41-20-00	490768	WATER AND SEWER SAMPLE TESTING	40.00	
			40-2-42-90-50	490768	WATER AND SEWER SAMPLE TESTING	136.00	
20090385	2009-06-09	OBSERVER PUBLISHING CO. LTD.			PAYMENT		132.30
			10-2-12-11-50	2274	WASTEWATER LAGOON PROPOSAL	132.30	
20090386	2009-06-09	PORT AIR CARGO			PAYMENT		114.50

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VILLAGE OF PORT CLEMENTS

Cheque Listing For Council With GL Numbers

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<u>Cheque</u>	<u>Date</u>	<u>Name</u>	<u>Expense GL Number</u>	<u>Invoice</u>	<u>Description</u>	<u>Invoice Amount</u>	<u>Cheque Amount</u>
20090386	2009-06-09	PORT AIR CARGO	10-2-71-21-15	FC0509	FICTORIE CONSTRUCTION PICK UP	15.00	114.50
			10-2-71-21-15	FC1107	FICTORIE CONSTRUCTION PICK UP	30.00	
			10-2-34-00-20	VPC0509	WHARF DELIVRY	30.00	
			10-2-71-21-15	VPC1208	DELIVRY FROM N.P. SEAPLANES MPBC	39.50	
20090387	2009-06-09	ROCKY'S EQUIPMENT SALES LTD.			PAYMENT		197.83
			10-2-32-31-00	35599	PW SUPPLIES FOR CREW	57.52	
			10-2-32-31-00	35599	PW SUPPLIES FOR CREW	6.24	
			10-2-71-89-00	35599	PW SUPPLIES FOR CREW	9.80	
			10-3-22-00-00	35599	PW SUPPLIES FOR CREW	9.24	
			30-2-41-40-00	35599	PW SUPPLIES FOR CREW	57.52	
			40-2-42-90-50	35599	PW SUPPLIES FOR CREW	57.51	
20090388	2009-06-09	SKEENA FUELS LTD.			PAYMENT		203.09
			10-2-32-31-00	11550	DIESEL/GAS	50.77	
			10-2-71-89-00	11550	DIESEL/GAS	50.78	
			30-2-41-40-10	11550	DIESEL/GAS	50.77	
			40-2-42-90-60	11550	DIESEL/GAS	50.77	
20090389	2009-06-09	VILLAGE OF PORT CLEMENTS			PAYMENT		616.95
			10-2-71-21-12	June-04-09	GARDENING AND TWINREX	450.00	
			40-2-42-90-50	June-04-09	GARDENING AND TWINREX	166.95	
20090390	2009-06-09	VIP COURIER CORPORATION			PAYMENT		27.83
			30-2-41-20-00	163572	THE WATER LAB DELIVERY WATER SA	27.83	
20090391	2009-06-12	AARON-MARK SERVICES LTD.			PAYMENT		2,179.79
			10-2-12-53-00	2013726	PAINT FOR CLINIC AND MATERIALS FO	459.10	
			30-2-41-30-30	2013726	PAINT FOR CLINIC AND MATERIALS FO	26.63	
			10-2-34-00-20	2013878	HANDRAILS FOR WHARF SUPPLIES	1,566.61	
			10-2-34-00-20	2014016	TOURISM SUPPLIES AND WHARF MATE	104.95	
			10-2-72-50-10	2014016	TOURISM SUPPLIES AND WHARF MATE	22.50	
20090392	2009-06-12	BEACHY MECHANICAL			PAYMENT		709.35
			10-3-22-00-00	060809	R&M ON GEN SET	31.46	
			40-2-42-90-50	060809	R&M ON GEN SET	653.60	
			10-2-34-00-20	060909	MADE NEW DRIFT-WHARF	23.14	
			10-3-22-00-00	060909	MADE NEW DRIFT-WHARF	1.15	
20090393	2009-06-12	Melney, Daniel			PAYMENT		325.00
			10-2-75-00-00	Apr24-2009	CONSTRUCTION ON BLEACHERS	325.00	
20090394	2009-06-12	Petitpas, Tim			PAYMENT		2,000.00
			10-2-52-00-00	491526	PAINTING CLINIC	2,000.00	
20090395	2009-06-12	Waring, Hayden			PAYMENT		340.00
			10-2-75-00-00	Apr24-09	CONSTRUCTION ON BLEACHERS	340.00	
20090411	2009-06-16	DELVES, DEBBIE			PAYMENT		65.66
			10-2-12-10-20	06-14-09	PICK UP GORD MCINTOSH	65.66	
20090412	2009-06-16	GAS PLUS II			PAYMENT		124.95
			10-2-11-10-10	VPCcat060	CATERING FOR STRATEGIC PLANNING	124.95	
20090414	2009-06-16	MUNICIPAL INFORMATION SYSTEMS IN			PAYMENT		278.52
			10-2-12-11-20	20090390	JUNE 2009 SUPPORT	278.52	
20090415	2009-06-16	NELSON-SMITH, HEATHER			PAYMENT		317.77
			10-2-12-10-20	29	LGMA CONFERENCE	198.26	
			10-2-11-10-10	30	FOOD-WORKSHOPS AND WORKBEES,	50.05	
			10-2-34-00-20	30	FOOD-WORKSHOPS AND WORKBEES,	7.04	
			10-2-72-50-10	30	FOOD-WORKSHOPS AND WORKBEES,	18.74	
			10-3-22-00-00	30	FOOD-WORKSHOPS AND WORKBEES,	0.42	

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Cheque Listing For Council With GL Numbers

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Cheque	Date	Name	Expense GL Number	Invoice	Description	Invoice Amount	Cheque Amount
20090415	2009-06-16	NELSON-SMITH, HEA	10-2-12-10-00	31	DRIVE GORD MCINTOSH TO AIRPORT	43.26	317.77
20090416	2009-06-16	NORCO SEPTIC SERVICE LTD			PAYMENT		737.50
			10-3-22-00-00	2448	CLEANING LIFT STATION AND PIT TOIL	31.25	
			40-2-42-90-50	2448	CLEANING LIFT STATION AND PIT TOIL	706.25	
20090417	2009-06-16	PACIFIC COASTAL AIRLINES			PAYMENT		104.25
			30-2-41-20-00	00185389	WATER SAMPLE TESTING	41.25	
			10-2-34-00-20	00242858	BOX TOOLS DELIVERED	63.00	
20090418	2009-06-16	STAPLES MCDANNOLD STEWART			PAYMENT		174.61
			10-2-12-10-50	48425	BYLAW ENFORCEMENT	166.80	
			10-3-22-00-00	48425	BYLAW ENFORCEMENT	7.81	
20090419	2009-06-16	Fictorie Construction Management Ltd.			PAYMENT		22,262.37
			10-3-22-00-00	0704-HB-6	PUMPHOUSE	1,113.69	
			30-2-41-10-25	0704-HB-6	PUMPHOUSE	21,148.68	
20090421	2009-06-16	Wayne Melney			PAYMENT		160.36
			10-2-52-00-00	244	CLINIC BOILER REPAIR	152.92	
			10-3-22-00-00	244	CLINIC BOILER REPAIR	7.44	
20090422	2009-06-17	PORT AIR CARGO/GWAIL NEST			PAYMENT		78.75
			10-2-11-10-10	GW2009-1	GORD MCINTOSH'S STAY	78.75	
20090423	2009-06-17	QCI REGIONAL RECREATION COMMISSI			PAYMENT		500.00
			10-4-12-90-00	06-2009	RETURNED DAMAGE DEPOSIT ON TRAI	500.00	
20090424	2009-06-17	Furby, Caitlin			PAYMENT		150.00
			10-2-11-10-50	21	REWROTE OCP	150.00	
20090425	2009-06-17	HUCKLEBERRY HOME AND GARDEN CA			PAYMENT		280.77
			10-2-12-72-05	1101	GARDEN WORK AT MPBC	280.77	
20090426	2009-06-17	Port Clements Community Hall Society			PAYMENT		300.00
			10-2-12-72-05	06-11-09	TOPSOIL MPBC	300.00	
20090427	2009-06-23	ABFAM ENTERPRISES LTD			PAYMENT		751.52
			10-2-34-00-20	7317	WOOD FOR WHARF	751.52	
20090428	2009-06-23	EAGLECREST ENTERPRISESLTD			PAYMENT		1,945.77
			10-2-34-00-20	1735070a	CREDIT MATERIALS WHARF	(2,263.16)	
			10-2-75-00-00	1735070a	BLEACHERS	4,120.01	
			10-3-22-00-00	1735070a	BLEACHERS	194.68	
			10-3-22-00-00	1735070a	CREDIT MATERIALS WHARF	(105.76)	
20090429	2009-06-23	HORNIDGE, CORRINA			PAYMENT		106.52
			10-2-75-00-00	2009-06-13	WATTER BOTTLES FOR CANADA DAYS	101.72	
			10-3-22-00-00	2009-06-13	WATTER BOTTLES FOR CANADA DAYS	4.80	
20090430	2009-06-23	OBSERVER PUBLISHING CO. LTD.			PAYMENT		95.55
			10-2-12-11-50	2517	PRESENTATION OF MUNICIPAL REPOR	95.55	
20090431	2009-06-23	ROCKY MOUNTAIN Phoenix			PAYMENT		643.77
			10-2-24-80-00	IN44256	VALVE HYDRANT GATE	614.98	
			10-3-22-00-00	IN44256	VALVE HYDRANT GATE	28.79	
20090432	2009-06-23	TRIPLE D. INDUSTRIAL SERVICES LTD.			PAYMENT		403.20
			10-2-71-89-10	63-78	PLANTS FOR BLOOMIN GARDENS	385.20	
			10-3-22-00-00	63-78	PLANTS FOR BLOOMIN GARDENS	18.00	
20090433	2009-06-23	VILLAGE OF PORT CLEMENTS			PAYMENT		316.00
			10-2-75-00-00	06-22-09	REC COMM CASH FOR CANADA DAY FL	316.00	
20090434	2009-06-23	Marv Meller			PAYMENT		246.10
			10-2-71-89-20	358455	PIANO TUNING AT ST MARKS CHURCH	246.10	
20090435	2009-06-25	ABFAM ENTERPRISES LTD			PAYMENT		1,057.70

VILLAGE OF PORT CLEMENTS

Cheque Listing For Council With GL Numbers

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Cheque	Date	Name	Expense GL Number	Invoice	Description	Invoice Amount	Cheque Amount
20090435	2009-06-25	ABFAM ENTERPRISE	10-4-25-00-00	06-25-09	INDUSTRIAL PROPERTY TAX CREDIT	1,057.70	1,057.70
20090436	2009-06-25	BC ASSESSMENT AUTHORITY	10-2-88-30-00	07-09	PAYMENT TAXES PAYABLE TO BCAA	2,033.14	2,033.14
20090437	2009-06-25	Board of School Trustees	10-2-12-72-05	06-25-09	PAYMENT CONSTRUCTION ON MPBC	88,136.01	92,541.77
			10-3-22-00-00	06-25-09	CONSTRUCTION ON MPBC	4,405.76	
20090438	2009-06-25	CORPORATE EXPRESS	10-2-12-11-00	22852591	PAYMENT OFFICE SUPPLIES AND GARBAGE BAG	46.67	193.37
			10-3-22-00-00	22852591	OFFICE SUPPLIES AND GARBAGE BAG	8.63	
			30-2-41-30-30	22852591	OFFICE SUPPLIES AND GARBAGE BAG	138.07	
20090439	2009-06-25	ISLAND TIMBERLANDS GP LTD	10-4-25-00-00	06-25-09	PAYMENT INDUSTRIAL PROPERTY TAX CREDIT	68.25	68.25
20090440	2009-06-25	MUNICIPAL FINANCE AUTHORITY	10-2-88-30-10	07-09	PAYMENT TAXES PAYABLE TO MFA	5.68	5.68
20090441	2009-06-25	NORTH WEST REGIONAL HOSPITAL DIS	10-2-88-20-10	07-09	PAYMENT TAXES PAYABLE TO NWRH	12,412.03	12,412.03
20090442	2009-06-25	OBSERVER PUBLISHING CO. LTD.	10-2-12-11-50	2556	PAYMENT REQUEST FOR PROPOSAL INSERT	161.70	336.42
			10-2-75-00-00	2590	CANADA DAY FLYERS	174.72	
20090443	2009-06-25	SKEENA QUEEN CHARLOTTE REG'L DIS	10-2-84-10-00	07-09	PAYMENT TAXES PAYABLE TO SQCRD	25,043.53	25,043.53
20090444	2009-06-25	WESTERN FOREST PRODUCTS	10-4-25-00-00	06-25-09	PAYMENT INDUSTRIAL PROPERTY TAX CREDIT	7,087.50	7,087.50
20090445	2009-06-25	McDonald, Donna	10-4-25-00-00	06-25-09	PAYMENT INDUSTRIAL PROPERTY TAX CREDIT	53.55	53.55
20090446	2009-06-25	SKEENA QUEEN CHARLOTTE REG'L DIS	10-2-88-20-00	07-02-09	PAYMENT TAXES PAYABLE TO HOSPITAL SQCRD	2,293.02	2,293.02
20090447	2009-06-25	North Island Tractor LTD.	10-2-32-31-00	28174N	PAYMENT WHEELS FOR LAWN MOWER	165.93	497.81
			10-2-71-89-00	28174N	WHEELS FOR LAWN MOWER	165.94	
			10-2-71-89-30	28174N	WHEELS FOR LAWN MOWER	165.94	

Total 376,913.62

Flight Pass name: **Western Commuter Pass**

Flight Pass option: **30 Flight Credits for up to 8**

Fare option: **Tango Plus**

Price: **\$6,450**

Price quoted does not include GST or HST/QST where applicable

Features and Benefits

- Travel within this zone for a twelve-month period
- 30 or 100 flight credits for up to 8 or 25 employees, depending on the amount of credits purchased
- Earn 100% Air Canada Status Miles for distance flown
- Anytime changes online for a \$50 fee
- Same-day changes for only a \$50 fee
- Pay in one easy payment at time of purchase
- Upgrades using eligible Air Canada Top-Tier Upgrade certificate
- Flight credit bookings are subject to availability for the Tango Plus fare option (B booking class)
- Eligible only for businesses and not-for-profit organizations

Terms and Conditions

Residency:

Available only to Canadian residents with a valid address, Aeroplan membership and PIN number at time of purchase and during the entire validity period. For new enrollments, the activation of the Aeroplan membership may take up to 72 hours.

Eligibility:

Eligible only for businesses and not-for-profit organizations, that are duly registered and doing business in Canada (all referred to below as an "Eligible Business"). Travel agencies, wholesalers, consolidators, and other persons or entities engaged in the selling or distribution of air transportation or packages comprising air transportation are not eligible for the pass. Air Canada reserves the right at any time to determine and re-examine the eligibility of the Eligible Business, as well as the right to cancel, modify or otherwise amend their eligibility requirements.

Eligible Business Status :

Air Canada reserves the right, at any time, to verify the status of an Eligible Business, including requiring additional information that does not meet the pass' terms and conditions (including for abuse of privileges, or misrepresentation of any information provided to Air Canada).

Traveller's Eligibility :

Each Eligible Business is responsible for all designated travellers using their pass ("Eligible Traveller"). Eligible Travellers must be employed or retained by the Eligible Business or by the Eligible Business' subsidiaries or affiliates, and whose purpose for traveling are business activities related to such entities and whose travel costs hereunder are being paid directly by the Eligible Business.

Number of Eligible Travellers :

- Each pass may include up to eight (8) or twenty-five (25) eligible travellers, depending on the amount of credits purchased;
- Names of designated eligible travellers may be added at anytime within the validity period;
- Name changes or substitutions are not permitted;

- Name changes or substitutions are not permitted;
- All eligible travellers must have a valid Aeroplan number.

Validity period:

This Flight Pass is valid for twelve (12) months from its date of purchase. All unused flight credits remaining beyond this period will be forfeited.

Booking flight credits:

- One flight credit is required per direction including connections;
- Flight credits cannot be booked for travel between two U.S. destinations;
- Flight credit bookings are subject to availability of the Tango Plus fare option (B booking class)
- Flight credit bookings and check-in are permitted up to 60 minutes prior to scheduled departure time;
- Flight credits may be available for booking only 24 hours after purchase;
- Flight credits can be used only on Air Canada, Air Canada Jazz and Air Canada regional partners with Air Canada flight numbers. Codeshare flights operated by United Airlines and United Express are excluded;
- Flights and routes may be seasonal and are subject to change without notice at any time.
- Flight Pass travel is subject to Air Canada's normal checked baggage policies.

Changes & cancellations:

- Flight credit booking changes are subject to availability; a \$50 CA fee per direction, plus taxes, applies to booking changes and cancellations;
- Same-day changes done either at the airport, using web check-in or at a self-service kiosk are subject to availability; a \$50 CA fee, plus taxes, applies;
- Flight credit bookings must be cancelled up to one (1) hour prior to scheduled departure time or flight credit will be forfeited;
- No refund, in whole or in part, will be issued for any Flight Pass;
- Fees are subject to change without notice at any time.

Seat selection:

Advance seat selection is complimentary when done at aircanada.com or through Air Canada Call Centres.

Upgrades:

Air Canada Top Tier upgrade certificates are permitted, as per the terms and conditions on the certificate.

Air Canada Status Miles:

Eligible travellers will earn 100% Air Canada Status Miles for all travel using flight credits. Status Miles awarded are based on distance flown and qualify for Air Canada Top Tier Status.

Indemnity :

The Eligible Business shall indemnify and hold harmless Air Canada and its parent entities, from and against any claim, demand, loss, expense, damage and any other liability, prejudice which results from the Eligible Business' breach of or non-compliance with the terms and conditions or arising during or in connection with the Eligible Business' or its particular Eligible Travellers' use of the passes.

These terms and conditions may change at any time without notice and other conditions may apply.

List of Eligible Cities

WESTERN COMMUTER

Travel **between** Calgary, Edmonton, Kamloops, Kelowna, Vancouver **and** Victoria.

LIST OF ELIGIBLE CITIES:

CANADA

Alberta

Calgary (YYC), Edmonton (YEG)

British Colombia

Flight Pass name: **Western Canada**
Flight Pass option: **4 Flight Credits Advance**
Fare option: **Tango**
Price: **\$720**

Price quoted does not include GST or HST/QST where applicable

Features and Benefits

Offer ends August 1, 2009.

- Purchase four (4) flight credits for up to two (2) travellers
- Travel in Economy Class within this zone until October 17, 2009
- **Seven (7) day advance booking required**
- Changes online for a \$75 fee
- Same-day airport changes for a \$150 fee
- Complimentary advance seat selection
- Earn 25% Aeroplan Miles for distance flown
- Earn one (1) Aeroplan Mile for every \$3 spent

Terms and Conditions

Residency:

Available only to Canadian residents with a valid address, Aeroplan number at time of purchase AND during the entire validity period. For new enrolments, the activation of the Aeroplan membership may take up to 72 hours.

Eligible Travellers:

- Eligible travellers include the Flight Pass purchaser and one (1) additional designated traveller who may be added anytime within the validity period;
- Name changes are not permitted; all eligible travellers must have a valid Aeroplan membership. New enrolment activation may take up to 72 hours.

Validity Period:

- **This Flight Pass is available for purchase until August 1, 2009;**
- This Flight Pass is valid for travel between **June 7 and October 17, 2009;**
- All unused flight credits remaining beyond this period will be forfeited.

Booking Flight Credits:

To view available flights and eligible itineraries, click on the PREVIEW FLIGHT AVAILABILITY button above.

- Reservations must be booked at least **seven (7) days prior to departure;**
- Flight credit bookings are subject to the availability of K booking class; **seats may not be available on all flights at all times;**
- Flight credits are non-transferable and can only be used by the eligible travellers;
- One (1) flight credit per person, is required per direction, including connections;
- Flight credits may be available for booking only 24 hours after purchase;
- Flight credits can only be used on Air Canada, Jazz and participating regional partners with Air Canada flight numbers; codeshare flights are not permitted;
- Flights and routes may be seasonal and are subject to change without notice at any time.

- Flights and routes may be seasonal and are subject to change without notice at any time;
- Flight Pass travel is subject to Air Canada's checked baggage policies.

Changes and Cancellations:

- **Changes to flight credit bookings must be done seven (7) days in advance** and are subject to availability and; a \$75 CA fee per direction, per person, plus taxes applies.
- Same-day changes done at the airport, using web check-in or at a self-service kiosk are subject to availability; a \$150 CA fee per person, plus taxes applies;
- Flight credit bookings must be cancelled at least one (1) hour prior to scheduled departure time or the flight credit will be forfeited;
- Cancellation of flight credit bookings are subject to a 75\$ CA fee per person plus taxes;
- Any changes made to flight credit bookings must be done online or in exceptional circumstances by Air Canada Reservations;
- No refund, in whole or in part, will be issued for any Flight Pass;
- All fees are subject to change without notice at any time.

Upgrades:

Upgrades to Executive Class are **not permitted** from the Tango fare option as per terms and conditions of Air Canada Upgrade Certificates.

Accumulation of Aeroplan Miles:

- **When travelling**, eligible travellers will earn 25% Aeroplan Miles for distance flown using flight credits. Aeroplan miles do not qualify for Air Canada Top Tier Status.
- **When purchasing online at aircanada.com**, one (1) Aeroplan Mile will be awarded for every \$3 spent on Flight Pass purchases at aircanada.com. The number of Aeroplan Miles is calculated on the price before GST/QST (where applicable); miles will only be credited to the purchaser's Aeroplan account within four (4) weeks from the date of purchase. Flight Pass purchases made on Air Canada's Travel Agents website or on any website other than aircanada.com do not qualify for this offer. This offer is subject to change or cancellation at any time.

These terms and conditions may change at any time without notice and other conditions may apply.

List of Eligible Cities

WESTERN CANADA

Travel **within** Western Canada AND travel **between** Western Canada **and** Saskatchewan.

CANADA

Alberta

Calgary (YYC), Edmonton (YEG), Ft. McMurray (YMM), Grande Prairie (YQU), Lethbridge (YQL), Medicine Hat (YXH)

British Columbia

Campbell River (YBL), Castlegar (YCG), Comox (YQQ), Cranbrook (YXC), Ft. St. John (YXJ), Kamloops (YKA), Kelowna (YLW), Nanaimo (YCD), Penticton (YYF), Prince George (YXS), Prince Rupert (YPR), Quesnel (YQZ), Sandspit (YZP), Smithers (YYD), Terrace (YXT), Vancouver (YVR), Victoria (YYJ), Williams Lake (YWL)

Northwest Territories



About Quik Pass

We are often approached by frequent travellers, both business and pleasure, asking us for the flexibility of full fare - but at a reduced rate frequent travel business. We listened and produced our paper Quik Ticket program ; and in response to further consultation with our customers we offer the latest electronic solution : Quik Pass.

Features And Benefits
Fares - with comparison grid
Terms and Conditions

Quik Pass Q&A :

What is a Quik Pass Account?

A Quik Pass Account provides ultimate flexibility at a reduced fare with no additional costs. Quik Pass is an electronic account created for the user to book individual Pacific Coastal routes at a special reduced fare. Using the electronic Quik Pass online account provides the user with the ability to make reservations, modify reservations, and process online account deposits 24/7/365. The Quik Pass account holder can use their account.

1) How do I become a Quik Pass Account holder?

That can be done by selecting "Register" right from this page. If you register using a credit card our easy-to-follow registration form will be sent to you. Within minutes of registering you will be sent an e-mail confirming your Quik Pass account details. You will then need to activate your account by making a deposit online. Once your account has been activated you may login and start making your bookings. In order to register you need an e-mail address. In order to activate the account you will need a credit card (i.e. Visa, Mastercard or American Express).

If you wish to register using a company cheque please download the PDF form to complete and return to Pacific Coastal Airlines along with your cheque. Allow two business days for processing after company cheque is received. Upon receipt Pacific Coastal Airlines will register your account. We will then contact you via e-mail to advise you of the account set-up and ask you to modify your password. At that time you may begin making bookings via e-mail company cheque and form to:

Pacific Coastal Airlines
Finance Department - Attention Quik Pass
4440 Cowley Crescent, Unit # 204
Richmond, B.C. V7B 1B8

*Reminder: the minimum deposit is \$2000.00

2) How do I access my Quik Pass Account?

From the Pacific Coastal home page, click on the Quik Pass login button, or, from the menu above, click on the "Login Now" link located to the right of the Quik Pass logo.

3) Is there a minimum Deposit Amount?

Yes. The minimum amount for any deposit is \$2,000.00. However you can deposit any amount more than the minimum if you so wish.

4) How long is my Quik Pass Account valid for?

It is valid for one year from date of the last deposit you made to your Account.

5) Are my Quik Passes route specific?

[back to top](#)

No. You can use the Quik Pass account to book travel anywhere in our network.

6) How can I change my reservation?

You may modify any bookings made using your User Name and Password, online, up to 60 minutes before flight departure. If you need to change a booking within this time frame, contact our Call Center at 1-800-663-2872 & our agents will be happy to assist you with this request. You will need your User Name and Quik Pass Account number. There are no additional fees or charges to make changes to your reservation.

7) If I cancel my flight what happens?

The fare will be automatically credited back to your Quik Pass Account for future travel. If a client does not call to cancel their reservation within the specified time frame, they automatically forfeit the value of that segment, and the future segments within that reservation will be cancelled and credited back to the Quik Pass Account.

F-2

Account.

8) Is my Quik Pass account refundable?

No, a credit will remain on file for one year from last date of deposit.

9) Can I book an Unaccompanied Minor (Child aged 5-11 yrs) online using my Quik Pass Account?

Children cannot be booked online without an accompanying adult. We require you to call our Call Center at 1-800-663-2872 to book a child traveling unaccompanied. Our Call Center agents will have questions for you and require specific information about the child's travel and the Quik Pass Account.

10) What if I require Special Assistance?

No problem. You may still book your travel online but please call one of our agents at 1-800- 663- 2872 to discuss your specific needs in better. You will need your Reservation number.

11) Can I view the balance remaining on my Quik Pass Account?

By Choosing "Account Transactions", from the "Options Menu", you may view both current balances and bookings made within the last 10 information beyond 100 days that can be provided by contacting our Finance Department at 1-800-663-2872 or e-mail to quikpass@pacificcoastal.com. Call Center agents do not have access to detailed Account information and balances.

12) Can I make additional deposits on my Quik Pass Account?

Yes, once you've logged in you may choose to make a "Deposit" from the "Options Menu". Your minimum deposit amount is \$2,000.00.

13) Can I deposit more than the minimum?

[back to top](#)

Yes, as long as the deposit exceeds \$2,000.00.

14) Can I pay using a company cheque?

If you wish to register your account using a company cheque, click on the link to the left or [click here](#). Remember a \$2,000.00 minimum

If you are wishing to make subsequent deposits to existing Quik Pass accounts by company cheque, the minimum deposit amount is \$2,000.00. Please deliver company cheque to your nearest Pacific Coastal Airlines check-in counter or mail the company cheque to : Pacific Coastal Airlines Department - Attention Quik Pass, # 204-4440 Cowley Crescent, Richmond, B.C. V7B 1B8. Please include the Quik Pass Account Number and your contact information should we have any questions. Allow two business days for processing after company cheque is received.

15) What happens if I forget my password?

Login and choose "Forgot your password". A reminder e-mail will be sent to the original e-mail address provided when you registered.

16) Can I contact Pacific Coastal Airlines by phone to make reservations?

Yes, although we encourage reservations online, Pacific Coastal Airlines agents will be happy to make reservations for you but will require you to maintain the security of your account. Our Call Centre's toll-free number is 1-800-663-2872.

17) Will I still be able to purchase paper Quik Tickets?

No, we will no longer be issuing paper tickets of any kind. The electronic Quik Pass Account program will replace our current paper Quik Pass Account.

18) How do I make reservations on your scheduled float plane service?

You can call our Port Hardy office at 1-800-343-5963 and our agents will be happy to book that for you. Our staff will require specific information about your Quik Pass Account before they can proceed with the booking. The Customer Service Agents will be able to book your entire reservation including the float plane service if required.

19) Can I get a better rate without using my Quik Pass account?

You may be able to however you will be subject to the rules, restrictions and change/cancellation fees associated with that fare. This can vary from the Quik Pass Account program.

20) What are the Quik Pass fare rules and restrictions?

Non-refundable, valid for one year from last deposit, no additional change or cancellation fees. Clients forfeit the fare if they do not cancel before the scheduled departure time and fail to check-in for scheduled flight departure.

21) Where can I view the Quik Pass fares?

[back to top](#)

[Click here](#) or choose the "Quik Pass" page directly from our home page.

22) Why Quik Pass?

Quik Pass gives the traveler ultimate flexibility at a reduced fare with no additional costs. The electronic Quik Pass Account holder can manage their account. It's convenient, easy to use, environmentally-friendly & cost-effective.

23) Can I convert my Quik Tickets to Quik Pass?

Yes. Once you build your Quik Pass account online, please send your unused Quik Ticket stock to the below address and we'll credit your online account with the value you submit. We encourage you to do this to take advantage of the new program's flexibility. Note that if you have just a few Quik Tickets left, you are also welcome to use them by contacting our reservation center to book and submitting your coupons at check-in as usual.

Pacific Coastal Airlines
Finance Department - Attention Quik Pass
4440 Cowley Crescent, Unit # 204
Richmond, B.C. V7B 1B8

"Fly Pacific Coastal Airlines"



Quik Pass Features and benefits

01.

Feature: no limit on seats sold at Quik Pass prices.

Benefit: avoid the inventory cap placed on other restricted fares. As long as there are seats available on have full access as a Quik Pass account holder.

02.

Feature: electronic online version

Benefit: no more hassle with tracking and managing paper flight coupons as with the previous Quik Tick

03.

Feature: self-management

Benefit: login to your account online 24/7/365 to manage your travel needs ; there is no need to contact staff (unless you have a question)

04.

Feature: transferable

Benefit: using your Quik Pass account, you may book family, friends, colleagues, employees, anyone yc

05.

Feature: no hidden fees

Benefit: no extra fees applied to your booking for cancellation of flight, change of date or change of nam

"Fly Pacific Coastal Airlines"



Quik Pass Terms and Conditions

- If using a credit card to register for a Quik Pass Account a minimum deposit of \$2,000.00 must be applied within 24 hours of registration.
- If using a company cheque to register for a Quik Pass account please allow two business days for processing upon receipt of cheque. Remember a \$2,000.00 minimum deposit is required.
- A valid e-mail address is necessary for registration.
- Account balance is valid from one year from the date of the last deposit.
- Quik Pass account balances are non-refundable.
- In the event a passenger does not call to cancel their reservation and fails to check-in for the flight, they automatically forfeit the value future segments within that reservation will be cancelled and credited back to the Quik Pass Account.
- Users are solely responsible for the management of their account(s) and should guard their user names and passwords accordingly.

*Company cheques may be sent to the following address; please be sure to include your Quik Pass account number, company name information:

Pacific Coastal Airlines Finance Department
4440 Cowley Crescent, Unit # 204
Richmond, B.C. V7B 1B8

"Fly Pacific Coastal Airlines"



Quik Pass Fares with comparison with full fare

Fares are per direction between a city pair.	Same features and benefits, except that Quik Pass is non-refundable.		
	Quik Pass	Full fare	You save
Vancouver <> Powell River	\$116	\$153	\$ 37
Vancouver <> Campbell River	\$113	\$155	\$ 42
Vancouver <> Comox	\$113	\$155	\$ 42
Vancouver <> Bella Coola	\$251	\$290	\$ 39
Vancouver <> Anahim Lake	\$251	\$296	\$ 39
Vancouver <> Kamloops	\$146	\$199	\$ 53
Vancouver <> Klemtu	\$346	\$374	\$ 28
Vancouver <> Williams Lake	\$166	\$219	\$ 53
Vancouver <> Cranbrook	\$216	\$327	\$111
Vancouver <> Victoria	\$101	\$145	\$ 44
Vancouver <> Port Hardy	\$187	\$230	\$ 43
Vancouver <> Trail	\$186	\$276	\$ 90
Vancouver <> Bella Bella	\$251	\$290	\$ 39
Vancouver <> Masset	\$306	\$402	\$ 96
Victoria <> Cranbrook *	\$265	\$390	\$125
Victoria <> Kamloops *	\$186	\$239	\$ 53
Victoria <> Williams Lake *	\$230	\$280	\$ 50
Port Hardy <> Bella Bella	\$135	\$175	\$ 40
* Other "through" city pairs are available--please call 1.800.663.2872			

Note (1) Fares are subject to change without notice.

Note (2) Taxes and fees are not included in the above grid.

You may see lower restricted fares on our website however please be advised that those are not part of the Quik Pass program and are s that the Quik Pass reduced fare program is exempt from.

"Fly Pacific Coastal Airlines"

Cedarview Community Church
Box 132, 167 Bayview Drive
Port Clements, B.C. V0T 1R0
(250) 557-4508

June 22nd 2009

Mayor and Council
Village of Port Clements
Box 198
Port Clements, B.C.
V0T 1R0

Dear Mayor and Council members:

Re: 2009 grant in aid

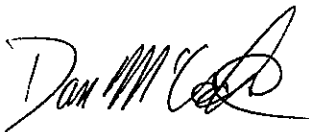
Each year the Village of Port Clements has kindly provided Cedarview Community Church with a \$1500 grant in aid to cover the amount of taxes owing.

The leadership and congregation are very appreciative of this generosity. This grant allows us to direct finances to other worthwhile projects that we might not have been able to do otherwise.

We respectfully request that you approve the \$1500 grant in lieu of taxes for Cedarview Community Church for the year of 2009.

Thank you for your consideration in this matter once again.

Yours truly,

A handwritten signature in black ink, appearing to read "Dan McCormick", with a stylized flourish at the end.

Rev. Dan McCormick
Pastor

Copy



The Village of
PORT CLEMENTS

P.O. Box 198
Port Clements, B.C.
V0T 1R0
Phone: (250) 557-4295
Fax: (250) 557-4568
E-mail: portclem@qcislands.net

REPORT TO COUNCIL

Author: Heather Nelson-Smith

Date: June 26, 2009

Subject: Weight Room

With the funds from Active communities (5000.00 to purchase fitness equipment) and Council discussing a weight room some months ago, Staff has approached both the Fire Department and Queen Charlotte Recreation Commission about using the old Library Space in the fire hall for a weight room open to the community.

QCI Rec has offered their insurance and training for the facility, and the Fire department has committed the space and the weight equipment they are already in possession of.

We are working out the details, but the involvement of the Village would be to issue memberships and collect payment. We have been talking about a percentage system regarding the administration, Insurance and liability (QCI Rec) and utilities. There would be no flat payments to any party, meaning that **if no money is made no money is paid.**

We are requesting Council's Support in allowing the fire department, QCI Rec and the Village staff work together to get the gym operational for the fall and winter months of 2009.

Respectfully Submitted,

NB-1

Action Items

<input type="checkbox"/> Start Date	Subject
<input checked="" type="checkbox"/> Tue 2009-05-19	schedule the services of Gordon McIntosh for June 14th as his schedule allows and to look after all related expenses-
<input checked="" type="checkbox"/> Tue 2009-05-19	enlist the services of Piteau Consulting hydro geologist in two phases 1. To assess the water supp...
<input checked="" type="checkbox"/> Tue 2009-05-19	support the petition that Mayor Kulesha of Queen Charlotte is preparing for Canada Post on behalf of Port Clements-
<input checked="" type="checkbox"/> Tue 2009-05-19	to allow the renovations to occur on the grandfathered building located at 209 Bayview drive with the stipulation that if the property should change hands that ...
<input checked="" type="checkbox"/> Tue 2009-05-19	Re: Haida Gwaii Sustainable Living Fair-Request for Support Letter
<input checked="" type="checkbox"/> Fri 2009-05-22	Call lawyer re Pldherney Property
<input checked="" type="checkbox"/> Fri 2009-05-22	write a letter to the VFRLE finance committee to allow for an increase in the 2010 budget to for Saturday openings to make it more accessible to residents and vi...
<input checked="" type="checkbox"/> Fri 2009-05-22	approve the Clerk/Treasurer to attend the Local Government Management Association Conference June 8 to June 12th, 2008-
<input checked="" type="checkbox"/> Fri 2009-05-22	grant the use of the trailer for those dates--With an agreement with the QCI Recreation Commission and group that any damage will be the responsibility of th...
<input checked="" type="checkbox"/> Fri 2009-05-22	Trepplin to write a letter of support to the Port Clements Historical Society's application to Gwaii Trust for a heat Pump under the legacy program:
<input checked="" type="checkbox"/> Fri 2009-05-22	Stephanie Fung re sustainable-will be attending the Aug 3rd meeting as delegation
<input checked="" type="checkbox"/> Fri 2009-05-22	write a letter of support to the Haida Gwaii Sustainable Living Fair request to Gwaii Trust for \$15,000.00:
<input checked="" type="checkbox"/> Fri 2009-05-22	have Caitlin Furry come to the office and perhaps village staff could find something for her to do that would earn funding and to provide her with a letter of su...
<input checked="" type="checkbox"/> Fri 2009-05-22	to purchase appliances and issue a RFP for the community connections grant e building and installation of cupboards and Counter tops-
<input checked="" type="checkbox"/> Fri 2009-05-22	write a letter of support to Colleen Beachy supporting her quest to carry the torch for the 2010 Olympics on the Islands-
<input checked="" type="checkbox"/> Fri 2009-05-29	Unslightly Premises bylaw-
<input checked="" type="checkbox"/> Fri 2009-05-29	Purchasing policy-
<input checked="" type="checkbox"/> Mon 2009-06-01	have Port Clements put on the list as supporting the keeping public ownership of Ridley terminal
<input checked="" type="checkbox"/> Mon 2009-06-01	apply to the Northern Development Initiative Trust for a feasibility study on the possibility...
<input checked="" type="checkbox"/> Mon 2009-06-01	apply to the Community Adjustment Fund for Fuel Management to assist the Village in dealing with the wildfire threat of overgrowth within the community
<input checked="" type="checkbox"/> Mon 2009-06-01	review and table the Employee Benefit Policy, Aug Agenda
<input checked="" type="checkbox"/> Mon 2009-06-01	review and table the Purchasing and Contracting out policy Aug Agenda

R-1

Action Items

<input type="checkbox"/> Start Date	Subject
<input checked="" type="checkbox"/> Mon-2009-06-01	to let Jason Roberge know that at this time it is not being considered as a rental and that Council is looking to see if the trailer will be kept as an asset.
<input checked="" type="checkbox"/> Mon 2009-06-01	look at the Park trailer and see if it is still useful to keep as an asset. Pete will prepare rep...
<input checked="" type="checkbox"/> Mon 2009-06-01	develop a policy for future Alder and Salmonberry removal on any property the Village is i...
<input checked="" type="checkbox"/> Mon-2009-06-01	authorize the current clearing of salmonberries and Alders in front of a portion of 268 Bayview and a portion of 266 Bayview, at this time no additional clearing ...
<input checked="" type="checkbox"/> Mon-2009-06-01	Get inventory of derelict vehicles and this was forwarded to regional district. now have on file.
<input checked="" type="checkbox"/> Mon-2009-06-01	write a letter to the Skeena-Queen-Charlotte Regional District stating that they have a responsibility to deal with derelict vehicles and what plans are being mad...
<input checked="" type="checkbox"/> Mon 2009-06-01	table the creation of a facebook page to the September 21, 2009 meeting to allow Queen...
<input checked="" type="checkbox"/> Mon-2009-06-01	write a letter requesting the Council of the Haida Nations permission and support to develop a trail along right of way on the industrial road to the Kumdis River.
<input checked="" type="checkbox"/> Mon-2009-06-01	submit the trail application to the Community development trust.
<input checked="" type="checkbox"/> Mon 2009-06-01	The information regarding the Tourism Info Centre is to be added to the □□ Tourism committee meeting of June 11, 2009. □□
<input checked="" type="checkbox"/> Mon-2009-06-01	write a letter to NSCU supporting the NSCU ATM machine in Port Clements at Terry and Kare Ingalls property at 03 Bayview Drive.
<input checked="" type="checkbox"/> Mon-2009-06-01	refer the Request for Proposals for the sewage lagoon fence to the Public Works Superintendent to summarize and report back to Council with recommendation.
<input checked="" type="checkbox"/> Mon-2009-06-01	Call Sandra about the Air Canada flights.

Subject: Report to Council 5
From: "Pete" <pn-s@telus.net>
Date: Thu, 11 Jun 2009 22:03:45 -0700
To: <debbie@portclements.com>

For Council Meeting.

Public Works Report to Council

Pete Nelson-Smith
Jun 10, 2009
Report for May/June 2009

Attn: Mayor and Council,

As the Public Works Superintendent, I would like to submit to you an update of the Public Works progress over the last couple of weeks.

Water:

- Potential water leak at Gas Plus. Have contacted Terrace public works department for leak detection information, as digging up that area I believe would be very costly.
- Secured Rob Tamaki from PSTurje to do groundwork for water treatment facility upgrades.
- Kathy Tixier from Piteau Assoc. Engineering will be here on July 10 to assess groundwater and wells.
- As per council direction, I contacted surrounding municipalities about also using a hydro geologist. None have confirmed or denied at this point.
- Weekly maintenance
- Decommissioned water tower fenced in and secured.

Sewer:

-

- Daily readings
- Awaiting final shipping cost for lagoon aerator. Will be shipped upon final pricing approval.
- Completed RFP for lagoon fence.
- Norco Septic Systems pumped out all lift stations and outhouses at Shoreline Park

Multi-complex:

-

- Grass planted
- General maintenance
- Planted shrubs/plants and general landscaping. Crew hired.

Small Craft Harbour/Wharf

-

R-2

- Supervision/hiring/discipline of crew replacing railings on wharf with Hyland Fraser and Heather Nelson-Smith. Went through entire hiring list, ended up back at the top. All applicants have been notified.
- General material delivery for construction of wharf
- Separate crew primed and painted posts and rails for wharf
- Meeting with Small Craft Harbours to begin planning phases of maintenance and future Small Craft Harbour plans. ALL ideas are welcomed.
- Meeting with Chris Marrs regarding future of boat launch area. Junk removal/beautification.

Shoreline Park

- General Maintenance
- Shoulder slumped, RV almost tipped over. C&C Beachy to rebuild corner.
- Tourism group did bridge repairs and trail repairs. Still more? Materials left behind.

Community Park:

- Rias removed alders and landscaped areas around soccer field and entrances.
- All leaks and broken fixtures fixed in bathrooms.
- General clean up and garbage removal
- Mowing/weed whacking

Streets:

- Weed whacking/mowing
- New street signs ordered
- Derelict Car list complete

General Services:

- All Village of Port Clements properties have on going grounds keeping
- Liaison between property owners and council regarding 266/268 Bayview Dr. Alder/Salmonberry removal at Shoreline Park.

Clinic:

- Tim Petitpas completed interior painting and maintenance issues
- Meeting with Northern Health to rectify maintenance list. Most complete, still ongoing.

Respectfully Submitted

Pete Nelson-Smith
Public Works Superintendent