



The Village of
PORT CLEMENTS

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

January 27, 2009

Honourable Kevin Krueger
Minister of Community Development
PO BOX 9065 Stn Prov Govt
Victoria, BC
V8W9E5

Re: Community Development Trust Transitional Assistance Program

Dear Minister,

Western Forest Product's recent decisions to curtail their harvesting operations indefinitely; in the Port Alberni Valley, on the Mainland Mid Coast and on the Queen Charlotte Islands, has dealt a devastating blow to the several hundred forest workers affected.

Some of the older workers, who are now without employment, may have past up the opportunity to participate in the Community Development Trust Transitional Assistance Program this past August, in favour of another year of employment. And now they face an uncertain future. I personally know of a number of local forest workers in this predicament.

For example in Port Clements, Edwards and Associates (Bill 13 Contractor for Western Forest Products) is one of our major employers. Twenty-two percent of Edwards work force (as of January 1, 2009), were eligible for the Transitional Assistance Program at the August deadline. For a variety of reasons, these individuals chose not to apply. This is understandable after just recovering from a lengthy strike in 2007 and a sporadic work year of 2008. However, the lack of employment opportunities that these individuals face now is like nothing they have experience in their careers.

By assisting our older forest workers with retirement through programs like the Transitional Assistance Program, opportunities for the younger forest workers are created. To ensure the survival of our Coastal Communities and our Coastal Forest Industry we need to retain and stabilize the job opportunities for our skilled young work force.

BA-7

The Coastal Forest Workers have in the past, played a major role in making British Columbia the “best place on earth” and now they need the Province’s help. The Council of the Village of Port Clements respectfully request that the Community Development Trust Transitional Assistance Program be, re-opened for workers impacted by Western Forest Products untimely harvesting and manufacturing curtailments.

Sincerely,
The Village of Port Clements

Cory Delves,
Mayor

Cc:
gary.coons.mla@leg.gc.ca
bob.simpson.mla@leg.gc.ca
cullen.n@parl.gc.ca
dwong@steelworkers1-2171.ca
pat.bell.mla@leg.bc.ca
Village of Queen Charlotte
Village of Masset
Skeena Queen Charlotte Regional District

Ministry of Community and Rural Development Community Development Trust

Transitional Assistance Program - 2009 Payout Schedule

Years of Service	AGE				
	60	61	62	63	64 65 and over
fewer than 2	\$0	\$0	\$0	\$0	\$0
2	\$7,000	\$6,000	\$5,000	\$4,000	\$3,000
3	\$10,500	\$9,000	\$7,500	\$6,000	\$4,500
4	\$14,000	\$12,000	\$10,000	\$8,000	\$6,000
5	\$17,500	\$15,000	\$12,500	\$10,000	\$7,500
6	\$21,000	\$18,000	\$15,000	\$12,000	\$9,000
7	\$24,500	\$21,000	\$17,500	\$14,000	\$10,500
8	\$28,000	\$24,000	\$20,000	\$16,000	\$12,000
9	\$31,500	\$27,000	\$22,500	\$18,000	\$13,500
10 or more	\$35,000	\$30,000	\$25,000	\$20,000	\$15,000

Notes:

Years of Service means number of years the worker has been continuously working in B.C.'s forest sector
Age means worker's age as of December 31, 2009


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Transitional Assistance Program

The program is now accepting applications during its final application period from July 1 through August 31, 2009.

Late applications will not be accepted.

Who Can Apply

Transitional Assistance Program Eligibility Requirements

You may be eligible for Transitional Assistance Program funding if all five of the following Transitional Assistance Program Eligibility Requirements apply to you. **Please note that these requirements differ from those for other Community Development Trust programs:**

- You are a Canadian citizen, permanent resident, or a protected person who has lived in British Columbia for the past two years and has a valid Canadian Social Insurance Number (SIN).
- On December 31, 2009, you will be at least 60 years of age.
- Your primary occupation for at least the past two years has been directly involved in harvesting, hauling or primary manufacture of wood fibre in British Columbia as an employee of a major licensee, contractor, sub-contractor, a processor or as an independent owner/operator.
- At least 65 per cent of your earned income has come from forest industry work in each of the past two years.
- You are currently employed in the forest sector, on layoff or have been terminated due to a permanent closure or workforce reduction.

If all five of these points apply to you, then you may wish to apply to the program. For details on applying, see the [How to Apply](#) page.

You are **not** eligible if:

- you left your forest sector job before May 1, 2007, or
- you were terminated for cause, or
- you voluntarily resign before your Transitional Assistance Program application is approved, or
- you are receiving Long -erm Disability benefits and intend to continue doing so, or

- you are an owner/manager, director or officer, except in the case of independent owner/operators.
- your entire forest employment is contained within a summer season.

Definitions

When we say	We mean
Contractor	A person or entity holding a contract or sub-contract to harvest or deliver wood fibre in British Columbia.
Independent owner/operator	An individual who owns and operates a piece of forest harvesting, hauling or processing equipment under a contract or sub-contract to harvest or deliver wood fibre in B.C., and does not employ contractors or employees.
Major licensee	A person or entity holding a major licence in B.C. within the meaning of the <i>Forest Act</i> .
Processor	A person or entity operating a primary breakdown sawmill, pulp mill or value added operation focusing on wood products derived directly from a B.C. timber harvesting operation or a B.C. primary breakdown sawmill.

.....

For more information about the Community Development Trust:

- 1-877-238-8882 from B.C. communities outside Victoria
- 250-387-5349 from Victoria
- email: cdt@gov.bc.ca

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UNION OF
BRITISH
COLUMBIA
MUNICIPALITIES

Suite 60
10551 Shellbridge Way
Richmond
British Columbia
Canada V6X 2W9
604.270.8226
Fax: 604.270.9116
Email: ubcm@clivnet.bc.ca

PRESIDENT
ROBERT HOBSON

EXECUTIVE DIRECTOR
GARY MAGISAAC

**TO: Mayor & Council
Chair & Board**

**FROM: Chair Robert Hobson
President**

DATE: 24 July 2009

RE: 2009 Library Grant Freeze – Call to Action

UBCM has received a request for assistance from the BC Library Trustees Association (BCLTA).

Concerned about a freeze on provincial grants to public libraries, as well as potential cuts to library funding in the upcoming provincial budget, the BCLTA has asked UBCM to circulate information to members about the public library funding situation.

Through the resolutions process, the UBCM membership has consistently called on the provincial government to provide stable and increased operating grant funding for public libraries in BC (resolutions 2008-B57, 2007-B56, 2006-B56, 2006-B55, 2002-B13, 2000-B28, 1999-B13 and 1996-B82).

It is because of the strong policy direction set by UBCM members that we feel it is appropriate to circulate the attached communiqué and background information from the BCLTA.

Any questions about public library funding in BC or the specific content of either of the attached documents may be addressed to the following:

Andy Ackerman
President
BC Library Trustees Association
Tel: 250 787 8457
Mobile: 250 793 7707

Mayor Peter Fassbender
City of Langley
Chair, Fraser Valley Regional
Library Board
Tel: 604 514 2801

925/117/LibraryGrantFreezeElectronic

Please make copies of this notice and distribute to Council / Board Members.

C-1

Briefing Note Concerning Provincial Funding for Libraries in BC

Issue

2009 Provincial Funding not received.

Background

- For over 90 years the Province of British Columbia has been supporting public libraries through grants.
- Over the years the funding has been tied to various activities.
- In recent years grants are given to support libraries cooperating province-wide. These grants support such programs as interlibrary loan, BC OneCard, online reference and group purchasing such as online databases.
- Public libraries in BC receive approximately 18 million dollars in various provincial grants.
- Most years we receive a notice of how much money we can expect from the province and then receive the operating grants in June, approximately 14 million province-wide.
- In March we usually are asked for our plans for how we will spend the equity funding and then we receive the money as soon as we apply and the application is approved. Approximately 2 million province-wide.
- The OneCard grant is usually paid out at the end of one year for use in the following year; this is what happened this year. Approximately 2 million province-wide.

Current Situation

- In March 2009 libraries received the prepayment on the OneCard grant for 2009/2010.
- No libraries have received their other grants at the writing of this note.
- Libraries have had discouraging news when we have queried the Public Library Services Branch staff at the Ministry of Education (public libraries fall under this ministry).
- The general indications are that there will be another provincial budget brought down in the fall.
- There continue to be strong indications that the Province has decided not to continue funding libraries in that budget.
- A delegation representing BCLTA, ABCPLD, BCLA, FVRL and UBCM will meet on July 28th with the new Minister responsible for public libraries to discuss the situation and encourage the Province to preserve library funding.
- A full press release and backgrounder on the situation facing BC's public libraries will be conveyed to the provincial and local media on Monday, July 27th.
- The press release and backgrounder will also be conveyed to all local governments in BC for their information and for use in writing the Minister and Premier (see below for details).

Key Considerations

- If the provincial grant is withheld, all libraries will be short in their 2009 operating funds.
- Unless something changes, indications are that we will not know for sure the intentions of the Province until sometime this fall.
- The BCLTA is encouraging all its members to go back to their respective councils and discuss the matter.
- Further we would like to have **all mayors and board chairs send a letter to the Minister and Premier** outlining their concerns.

Points to Consider Including in a Letter to the Minister and Premier

- Grants have been forthcoming for years and libraries have come to depend on them.
- The municipalities in BC pay for local library services.
- The provincial government has legislated how the libraries are created and how they will work together to create a province-wide resource for the citizens of BC.
- The provincial funding pays for the cooperative programs that create the provincial resource and provides equity for very small rural and remote libraries to have equitable access to resources across BC.
- It is not the responsibility of any one municipality to pay for this province-wide work.
- It is in the provincial interest to pay for the province-wide relationships and sharing that leverages significant dollars at both the local and provincial level.
- Provincial grants support:
 - Interlibrary loans,
 - Union Catalog,
 - Online reference services,
 - Online resources for all libraries such as magazines and encyclopedias,
 - Federations such as Interlink that deliver books between libraries across the lower mainland,
 - Literacy programming,
 - OneCard for all libraries in BC.
- If the grants that support these programs are cut, the programs will cease to exist.
- These programs are the ones that give every library in BC access to the entire collection and resources of all libraries in BC.

Letters Can be Faxed and Mailed To:

The Honourable Dr. Margaret MacDiarmid
Minister of Education and
Minister Responsible for Early Learning and Literacy
East Annex, Parliament Buildings
Victoria, BC V8V 1X4
Fax: (250) 387-3200

The Honourable Gordon Campbell
Premier of British Columbia
Box 9014
STN PROV GOVT
Victoria, BC V8W 9E1
Fax: (250) 387 0087

Jacqueline van Dyk
Director, Public Library Services Branch
PO Box 9831 Stn Prov Gov
Victoria, BC V8W 9T1
Fax: (604) 660-0435

URGENT – 2009 Library Grant Freeze – Call to Action

**Attention: Mayor & Council
Chair & Board**

The BC Library Trustees Association (BCLTA) is extremely concerned about the current **freeze on provincial grants** to libraries as well as **potential cuts to library funding in the upcoming provincial budget**. We strongly urge all local governments to review the attached backgrounder, "Briefing Note Concerning Provincial Funding for Libraries in BC", and **fax / write the Minister and the Premier** stressing the importance of maintaining provincial support for public libraries. This is a matter of the utmost importance and urgency – **please take a moment to lend your support to the library community**. We cannot afford to lose this funding – British Columbians are depending on us to preserve access to library services across this province.

A delegation representing BCLTA, the BC Library Association, the Association of BC Public Library Directors, and the Union of BC Municipalities will be meeting with the Honourable Dr. Margaret MacDiarmid, Minister of Education and Minister Responsible for Early Learning and Literacy, in Victoria on the afternoon of Tuesday, July 28, 2009 to discuss the dire situation facing public libraries.

In addition, a **press release and backgrounder** on the library community's provincial funding concerns will be provided to provincial and local media on Monday, July 27, 2009. The press release will also be made available on the BCLTA website (<http://www.bclta.org>) on Monday morning.

Please visit BCLTA's **2009 Provincial Grant Freeze** webpage (<http://bclta.org/09pgf.html>) for a copy of the press release and a list of resources on this topic, including correspondence from BCLTA to the provincial government; a briefing note and fact sheets on provincial funding; and media coverage as it becomes available.

Please also visit the following link to read an article published in Victoria's *Monday Magazine* on July 22, 2009 about the late notification of 2009 provincial library funding:

Overdue Library Fees, by Sean Holman

<http://mondaymag.com/articles/entry/public-eye-july-23/news/>

For more information, please contact:

Andy Ackerman
President
BC Library Trustees Association
Tel: 250 787 8457
Mobile: 250 793 7707

Mayor Peter Fassbender
City of Langley
Chair, Fraser Valley Regional Library Board
Tel: 604 514 2801

GARY COONS, MLA
North Coast Constituency
818 3rd Avenue West
Prince Rupert, BC. V8J 1M6



Phone: (250) 624-7734
Fax: (250) 624-7737
Toll Free: (866) 624-7734
email: gary.coons.mla@leg.bc.ca

July 24, 2009

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

RE: Union of B.C. Municipalities 2009

Dear Mayor Delves and Council,

I will be attending the 106th Annual General Meeting of the UBCM in Vancouver and look forward to seeing you at this important event.

Please advise if you feel it would be appropriate or helpful to attend any of your meetings with ministry or other agency officials. I will attempt to make myself available for any meeting from Tuesday, September 29 to Friday, October 2, 2009.

Please contact my staff with any requests.

Thank you,


Gary Coons, MLA
North Coast

GC/er

C-2



JUL 22 2009

His Worship
Mayor Cory Delves
Village of Port Clements
PO Box 198
Port Clements BC V0T 1R0

Reference: 178755

Dear Mayor Delves:

Re: Highway 16

Thank you for your letter, addressed to my predecessor, the Honourable Kevin Falcon, expressing the Village of Port Clements' concerns regarding Highway 16 in Haida Gwaii.

My ministry has been working hard to keep roads in Haida Gwaii in safe, reliable condition, resurfacing more than half of the islands' provincial routes at a cost of more than \$20 million. Over the past several years, we've also conducted \$2.5 million of major erosion repairs, as well as road widening, bridge upgrades and other improvements.

Provincial roads are prioritized for improvement based on regional transportation priorities, subject to funding availability. Presently, the northern portion of Highway 16, although showing some signs of aging, does not warrant major upgrading. We expect paving to proceed in subsequent construction seasons, and ministry staff will keep the Village and other stakeholders apprised of our plans and schedule.

If you have further questions, Dan Baker, my ministry's Area Manager, would be pleased to assist you at 250 638-6431 or toll free at 1 800 663-9910. You can also reach him by e-mail at Daniel.Baker@gov.bc.ca.

Thank you again for taking the time to write.

Sincerely,

Shirley Bond
Minister

Copy to: Dan Baker, Area Manager



July 8, 2009

Mayor Delves and Councillors
Village of Port Clements
Box 198
Port Clements, BC V0T 1R0

Dear Mayor Delves and Councillors:

I am pleased to know that this year's UBCM Convention will be focusing on British Columbia as *A Province of Champions*.

As we confront a changing world with global economic challenges, British Columbians continue to show innovation and receive accolades for our collective efforts and initiatives focused on keeping our province strong. Through working together with communities and building partnerships, we have come a long way; but there is an awful lot to do in the years ahead.

I will look forward to seeing you at the Convention, and my caucus colleagues and I look forward to working with you to make your community an even better place to live.

If you would like to request a meeting with a Minister on a specific issue during this year's convention, please fill out the on-line form at www.corporate.gov.bc.ca/UBCM/. The invitation code is **MeetingRequest2009**. If you have any questions, please contact my UBCM Meeting Request Coordinator, Katherine Bergen at 604-775-1600.

I look forward to seeing you at the 2009 UBCM Convention.

Sincerely,

Gordon Campbell
Premier

ps: Please join us at the annual Provincial Government Reception on Wednesday, September 30th at the Vancouver Convention Centre.

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2009 UBCM Convention ANNUAL BANQUET Reserved Seating Process

Attention: CORPORATE ADMINISTRATORS

The opportunity to book reserved seating for the 2009 UBCM Annual Banquet at the Vancouver Convention & Exhibition Centre (VCEC) is once again being offered. The convention banquet will take place on Thursday, October 1, 2009.

Please read the following information carefully, then complete the "Annual Banquet Reserved Seating Request" form following this page.

1. The following pre-registration system is **optional** and shall be open to all attending the Annual Banquet. We suggest that to obtain your preference of seating area or to ensure a block of seats, you complete the reserved seating form and return it to UBCM as soon as possible.
2. Those municipalities and regional districts who wish to pre-register banquet seating as a group **must** designate a **group leader** to organize the seating requirements of his/her party. Please have **only** this group leader completely fill out the reserved seating form and submit it with all convention registrations and payment. [It is suggested that the **Municipal or Regional District Corporate Administrator or designate be appointed to complete this task.**]
3. Delegates who wish to pre-register individually can do so by following the same instructions.
4. On the Annual Banquet Reserved Seating Request form (pg. 2), the "group leader" should identify each of the following:
 - (i) Name of Municipality, Regional District or Organization,
 - (ii) Number of Banquet Seats Requested (**Tables seat 10**)
 - (iii) Provide a List of Each Delegate and Partner Attending the Banquet
 - (iv) Preferred Seating Location - Selection from one of four areas:
(1) Front Left, (2) Front Right, (3) Back Left, (4) Back Right
5. A **second seating choice** location should be identified or UBCM will use its discretion in assigning banquet seating.
6. Table and seat assignment will be based upon the **date banquet registration has been received** **provided payment for convention registrations have also been received** by UBCM. All attempts will be made to provide first or second choices. Groups larger than the per-table maximum (**10**) will be seated in close proximity. UBCM reserves the right to allocate seating beyond those choices provided by corporate administrators when necessary.
7. All requests and changes for reserved seating must be received by **4:30 pm, September 18 in writing** (faxes accepted for changes only). Changes after this date must be completed at the UBCM Registration Office located in the VCEC foyer by Wednesday, September 30.
8. For those who pre-register, the assigned table number will appear on the reverse of their name badges, enclosed in delegate registration packages.
9. Those who register for the banquet after September 18 and those who chose not to pre-register will be instructed to visit the UBCM Registration Office located in the VCEC foyer by September 30 for table assignment.
10. A large grid map of the banquet hall and table set-up will be made available at the UBCM Registration Office on-site at PTCC to display exact table locations.

Village of Port Clements

Purchasing Policy

Policy No. 03, 2009

Prepared by Clerk/Treasurer Heather Nelson-Smith

Adopted: _____ 2009 by Mayor and Council

Replaces all prior Contracting out Policies

Objective: To set guidelines for the procurement of goods and services for the Village.

Policy: For works and services approved within the financial plan the following procedures are hereby set forth.

Procedure:

AUTHORITY

1. The Clerk/Treasurer and Public Works Superintendent are hereby appointed by Council as the "purchasers" of the Municipality purchase goods and services within the scope of this policy only.
2. The Purchasing Department may only expend within the approval of the financial plan.

GENERAL

3. CONTRACTING WORKS

Contacting out for works valued at \$5000.00 or less (excluding taxes)

Selection of a contractor for works within the Village will be made based on the following criteria:

- a) Contractor **MUST** possess a valid business license in Port Clements.
- b) Contractor **MUST** have equipment listed with the Village (appendix A)
- c) Contractor **MUST** have evidence of successful performance for similar works.
- d) Contractor **MUST** not have any delinquent accounts owed to the Village.
- e) Contractor **MUST** have current WCB coverage and Liability insurance (Appendix B)

Contractors will be selected from the registration Appendix "A" based on the following:

- a) Equipment and experience suitability
- b) First on list
- c) Time frame of works

Where there are works where multiple Contractors can be used and rotated for ease of work completion each contractor will not be paid in excess of \$5000.00 (excluding taxes)

4. Contracting out for works valued at \$5000.00 to \$10,000.00 (excluding taxes) shall be done in the following means:

Written Quotations:

The Purchasing Department shall obtain a minimum of three written quotations from local Contractors and are subject to the following criteria:

- a) Contractor **MUST** possess a valid business license in Port Clements.
- b) Contractor **MUST** have equipment listed with the Village (appendix A)
- c) Contractor **MUST** have evidence of successful performance for similar works.

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Goods that have an estimated cost between \$10,000.00 and \$20,000.00 the Purchasing Department shall obtain a minimum of three written quotations.

d) Public Tenders:

Public Tenders will be used when the purchase is expected to exceed a cost of \$20,000.00. The Tender process is utilized when specifications and conditions to contract are known. The contract is built into the tender document.

The Village Council reserves the right to revert to the written quotation clause where it is not possible to purchase capital items locally such as motors and pumps for the water distribution system and sewer system and time is of the essence.

e) Requests for Proposals:

Requests for proposals are used for the purchase of goods that are expected to exceed \$20,000.00. R.F.P.'s are utilized when there are no specifications to work with, or when the Village is searching the marketplace for new and innovative ideas and has made a decision not to use specifications. A contract is formed after the successful proposal has been selected. The Village Council reserves the right to revert to the written quotation clause where it is not possible to purchase certain items locally such as motors and pumps for the water distribution system and sewer system and time of the essence.

Cory Delves,
Mayor

Heather Nelson-Smith,
Clerk/Treasurer

APPENDIX "B"

GENERAL MINIMUM INSURANCE REQUIREMENTS

- 1.) Valid WCB coverage for the entire scope of the works for the term of the contract.**

- 2.) A) Comprehensive General Liability Insurance and Non Owned Automobile Liability Insurance covering bodily injury, property damage and loss of use thereof. The policy shall also provide coverage for:**
 - i) Loss of damage resulting from fire.**
 - ii) Unlicensed and specially licensed vehicles**
 - iii) Contractual liability covering the contractors liability under any agreement with the Village of Port Clements.**
 - iv) Contingent liability for work sublet;**
 - v) Products and completed operations;**
 - vi) Loss of use of tangible property which has not been physically injured or destroyed;**
 - vii) Fire fighting expenses including the cost of water bombers incurred of authorized by others.**

B) Motor Vehicle Liability Insurance covering all the contractor's licensed vehicles (owned of leased)

The minimum limit of liability for sections A & B of paragraph 2 are as follows:

- a) \$2,000,000.00 inclusive of general liability insurance and non-owned automobile insurance**
- b) \$2,000,000.00 inclusive of motors vehicles liability insurance.**

If the contractors policy is subject to a sub-limit of insurance for fire fighting expense coverage, the limit of such insurance must not be less than \$100,000.00.

APPENDIX "A"
CONTRACTOR REGISTRATION LIST

DATE: _____ DATE: _____
(submitted) (received-VoPC only)

CONTRACTOR'S BUSINESS NAME:

PRINCIPAL CONTACT:

MAILING ADDRESS:

Office Phone: (____) _____

Home Phone: (____) _____

Fax Number: (____) _____

E-mail Address: _____

Office Hours: _____

WCB Number: _____

Liability Insurance Policy

Name of Insurer _____

Policy Number _____

EQUIPMENT LIST

Machine (Make & Model)	Year Built	Type & Function	Attachments Available	Capacity

ADDITIONAL COMMENTS:

The undersigned certifies that the information contained herein is truthful and accurate. Signed and deliver by or on behalf of the contractor (or by an authorized agent of the contractor if a corporation)

Signature

Print Name

Village of Port Clements

Employee Benefits Policy

Policy No. 04, 2009

Prepared by Deputy Clerk/Treasurer Jasmine Erin Ryland

Adopted: _____ by Mayor and Council

Replaces all prior Employee Benefits Policies

Policy statement:

PREAMBLE:

The Village of Port Clements will provide the following benefits to its employees.

DEFINITIONS:

"Immediate family" shall mean the spouse, child, parent, guardian, sibling, grandchild or grandparent of an employee, and any person who lives with an employee as a member of the employee's family as per the Employment Standards Act.

POLICY:

1. Health and Welfare

- a. The Village will pay the percentage indicated of the monthly premium of the following benefit plans. Employee entitlement will be after three (3) months of employment, and will always be subject to the terms and conditions of the Plans and carrier requirements. The Village's liability is limited to arranging the Plans and paying the applicable premiums. The Village is not liable for any failure or refusal of coverage by a third party for any reason.

i.	Extended Health Plan:	100% Village
ii.	Dental Plan:	50% employee/50% Village
iii.	Group Life Insurance:	50% employee/50% Village
iv.	Accidental Death & Dismemberment	100%Village
v.	Short Term Disability	50% employee/50% Village
vi.	Long Term Disability	100% Village
vii.	MSP	100% Village

2. Superannuation Plan

- a. The Village agrees to participate in the Pension (Municipal) Plan. The employee's entitlement to pension shall be in accordance with the Superannuation Plan, subject to the terms and conditions of the Plan. Regular fulltime employees with a minimum of 24 hours per week shall enroll at 6 months and must enroll at 1 year.

3. Sick Days

- a. An employee is not entitled to receive benefits under this section for injury or sickness while working for any other employer, while self-employed or while on layoff.

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- b. Each employee is entitled to 6 calendar working days as sick days. Any remaining sick days at the end of the year the employee will be compensated half of the remaining days.
- c. The terms and provisions of extended sick leave benefits shall be as regulated under British Columbia Life and Casualty insurance benefits.

4. **Pregnancy/Parental Leave**

- a. Employees shall be entitled to the full Pregnancy/Parental Leave coverage provided to unionized employees under section 50 in the Employment Standards Act.

5. **Leave for Birth of Child**

- a. The partner shall be granted two (2) days off with pay for the birth of his/her child.

6. **Leave for Adoption of Child**

- a. An employee shall be granted three (3) consecutive days off with pay for the adoption of his/her child. An employee shall also be entitled to the Parental Leave provisions of this Policy.

7. **Bereavement & Compassionate Care Leave**

An employee is entitled to up to 3 days of paid leave on the death of a member of the employee's immediate family.

8. **Jury Duty/Witness Leave**

Employees shall be entitled to Jury duty/Witness leave under sections 55 and 56 in the Employment Standards Act.

9. **General Leave of Absence**

- a. Leave of absence, without pay, may be granted by a Department Head to an employee requesting such leave, for good and sufficient cause. Such leave request shall be in writing, and the Department Head's reply shall be in writing and state the conditions of the return to work. Continuation of benefits may be arranged and may include the employee paying the premiums, for leave exceeding one (1) month's duration.

10. **Annual Vacation**

Each employee will be entitled to 4% vacation pay or 2 weeks vacation from 1 to 5 years and Officers and Management will be entitled to 6% vacation pay or 3 weeks vacation from 1 to 5 years. Increases will be of 2% after 5 years and continuing thereafter as per Part 7 under the Employment Standard Act.

11. **Overtime**

An employee is entitled to overtime as per under Part 4 in the Employment Standards Act.

12. **Other**

Length of probation, salary and other items not covered by this Policy shall be set by the Clerk/Treasurer and/or Council.

REQUEST FOR DECISION

Subject: Wastewater Collection Level 1

Recommendation: Allow Pete Nelson-Smith to attend Wastewater Collection Level 1 course in Terrace from Sept 28, 2009 – Oct 2, 2009 or Penticton November 23-27, 2009

PWS Comments: In light of the recent issues we have had with our lagoon and with legislation requiring certification, it would give the village security that I have the required certification and education with which to fulfil our present and future needs.

Key Issues/Concepts Defined: Do we want to send Pete to obtain his Level 1 Wastewater Collection ticket?

Relevant Policy: Legislation requires all municipalities have a certified operator for wastewater collection. We are currently out of compliance.

Strategic Relevance: To have a fully educated and ticketed operator to maintain facilities at current levels and potential increases.

Desired Outcome(s): To have a fully educated and ticketed employee to see to the needs of our wastewater facilities.

Response Options:

1. Send Pete Nelson-Smith to Terrace for the Sept 28 – Oct 2, 2009 Wastewater Collection Level 1 course. \$2742.15
2. Send Pete Nelson-Smith to Penticton for the Nov 23 – 27, 2009 Wastewater Collection Level 1 course. \$2479.64

Implications of Recommendation:

General: There will be a better understanding of how the Port Clements wastewater system functions and better solutions to any issues that may arise with the system. This course will also benefit in Pete making public works connections outside the immediate vicinity that may be able to employ experience to any issues we may encounter.

Organizational: Roman Busshoff is capable of maintaining Public Works duties and functioning in event of emergency in my absence.

Financial: Terrace: Course - \$661.15
Travel Costs/Hotel/Incidentals - \$2081
Total - \$2742.15

Penticton: Course - \$661.15
Travel Costs/Hotel/Incidentals - \$1818.49
Total - \$2479.64

Follow Up Action: Annual re-newel of certification.

Submitted By: Pete Nelson-Smith

BCWWA 2009 Fall / Winter Calendar

Course	Date	Duration	Location	Member Rate	Non-Member Rate
Water Systems for Drinking Water Officers	November 2, 3	2 Days	Kelowna	\$434.50	\$494.50
Small Water Systems	November 2, 3	2 Days	Victoria	\$434.50	\$494.50
Small Wastewater Systems	November 4, 5	2 Days	Victoria	\$434.50	\$494.50
Managing Small Water Systems	November 19, 20	2 Days	Prince George	\$434.50	\$494.50
Water Distribution I	November 23-27	5 Days	Penticton	\$661.15	\$721.15
Wastewater Collection I	November 23-27	5 Days	Penticton	\$661.15	\$721.15
Wastewater Treatment II	November 23-27	5 Days	Penticton	\$661.15	\$721.15
Small Water Systems	November 23, 24	2 Days	Penticton	\$434.50	\$494.50
Small Wastewater Systems	November 25, 26	2 Days	Penticton	\$434.50	\$494.50
Confined Spaces	November 23	1 Day	Penticton	\$231.00	\$291.00
Shoring & Utility Location Awareness	November 24	1 Day	Penticton	\$231.00	\$291.00
Leak Detection	November 25	1 Day	Penticton	\$231.00	\$291.00
Unidirectional Flushing	November 27	1 Day	Penticton	\$231.00	\$291.00
Water & Wastewater Operations	November 23, 27	5 Days	Victoria	\$661.15	\$721.15
Water Systems for Drinking Water Officers	December	2 Days	Prince George	\$434.50	\$494.50

TBA

TBA

NOTE:

1. Course costs include textbook cost.
2. 5% GST and EOCP exam not included in course cost.
3. Course offerings are subject to change without notice.
4. EOCP CERTIFICATION EXAM:

-Register at toll free 1-866-552-3627 or visit www.eocp.org for more information.

Last Updated: July 20, 2009

BCWWA 2009 Fall / Winter Calendar

Course	Date	Duration	Location	Member Rate	Non-Member Rate
Water & Wastewater Operations	August 10 - 14	5 Days	Burnaby	\$661.15	\$721.15
Water Distribution II	September 14 - 18	5 Days	Kamloops	\$661.15	\$721.15
Water Treatment I	September 21 - 25	5 Days	Kamloops	\$661.15	\$721.15
Small Water Systems	September 21 - 22	2 Days	Kamloops	\$434.50	\$494.50
Small Wastewater Systems	September 23 - 24	2 Days	Kamloops	\$434.50	\$494.50
Water Distribution I - Evening	September	12 Weeks	Surrey	\$661.15	\$721.15
Water Distribution I	September 28 - October 2	5 Days	Terrace	\$661.15	\$721.15
Wastewater Collection I	September 28 - October 2	5 Days	Terrace	\$661.15	\$721.15
Wastewater Treatment I	September 28 - October 2	5 Days	Terrace	\$661.15	\$721.15
Small Water Systems	September 28 - 29	2 Days	Terrace	\$434.50	\$494.50
Small Wastewater Systems	September 30 - October 1	2 Days	Terrace	\$434.50	\$494.50
Confined Spaces	September 14	1 Day	Terrace	\$231.00	\$291.00
Shoring & Utility Location Awareness	September 15	1 Day	Terrace	\$231.00	\$291.00
Leak Detection	September 16	1 Day	Terrace	\$231.00	\$291.00
Unidirectional Flushing	October 2	1 Day	Terrace	\$231.00	\$291.00
Supervisory & Leadership Skills	October 5 - 6	2 Days	Cranbrook	\$434.50	\$494.50
Small Water Systems	October 5 - 6	2 Days	Fort St. John	\$434.50	\$494.50
Small Wastewater Systems	October 7 - 8	2 Days	Fort St. John	\$434.50	\$494.50
Unidirectional Flushing	October 9	1 Day	Fort St. John	\$231.00	\$291.00
Small Water Systems	October 19 - 20	2 Days	Cranbrook	\$434.50	\$494.50
Small Wastewater Systems	October 21 - 22	2 Days	Cranbrook	\$434.50	\$494.50
Chlorine Handling	October 26 - 30	5 Days	Victoria	\$661.15	\$721.15
Wastewater Treatment I	October	5 Days	Kelowna	\$661.15	\$721.15
Water Quality for Distribution Operators	October	3 Days	Kelowna	\$539.00	\$599.00
Water Sampling: Source to Tap	October	2 Days	Kelowna	\$434.50	\$494.50
Supervisory & Leadership Skills	October	2 Days	Kelowna	\$434.50	\$494.50
Managing Small Water Systems	October	2 Days	Kelowna	\$434.50	\$494.50

TBA

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TBA

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.](#)

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.

Review your itinerary

Flight	From	To	Date	Depart	Arrive	Stops	Duration	Aircraft	Fare Type	Meal Service
AC8503	Sandspit (YZP)	Vancouver, Vancouver Int'l (YVR) Terminal M	Sun Nov-22	14:55	16:45	0	7hr40	DH3	Tango	
AC8354	Vancouver, Vancouver Int'l (YVR) Terminal M	Penticton (YYF)	Sun Nov-22	21:40	22:35	0		DH3	Tango	
AC8353	Penticton (YYF)	Vancouver, Vancouver Int'l (YVR) Terminal M	Sat Nov-28	09:35	10:38	0	4hr37	DH3	Tango	
AC8504	Vancouver, Vancouver Int'l (YVR) Terminal M	Sandspit (YZP)	Sat Nov-28	12:10	14:12	0		DH3	Tango	

Review final quote details

Fare Summary

Total charge for 1 adult

Departing Flight (Tango)	338.00	Convert currency for informational purpose only
Returning Flight (Tango)	338.00	
Options	0.00	
Taxes, fees, charges and surcharges	111.85	
Grand Total - Canadian dollars	\$787.85	

Review the fare rules and the general conditions of carriage

Departing Flight Sandspit (YZP) To Penticton (YYF) - **Tango**

Returning Flight Penticton (YYF) To Sandspit (YZP) - **Tango**

- Tickets are **non-refundable** and **non-transferable**.
- Flights can only be used in sequence from the place of departure specified on the itinerary.
- Customers who **no-show** their flight will forfeit the fare paid.
- **Paid Advance Seat Selection** available on Air Canada and Jazz (subject to availability).
- **Same-day standby** is not permitted.
- Earn 25% non-status Aeroplan Miles (unless the opt-out option has been selected).
- **Change fee** per direction, per passenger, is \$75 CAD plus applicable taxes and any additional fare difference.
- **Airport same-day changes** (subject to availability) are permitted at a flat fee of \$150 CAD/USD per passenger. Same-day flights only.
- **Changes** can be made up to 2 hours prior to departure. **Cancellations** can be made up to 45 minutes prior to departure. Provided the original booking is cancelled prior to the original flight departure, the value of the unused ticket can be applied within a one year period from date of issue of the original tickets to the value of a new ticket subject to a \$75 CAD change fee per direction, per passenger, plus applicable taxes and any additional fare difference, subject to availability and advance purchase requirements. The new outbound travel date must commence within a one year period from the original date of ticket issuance. If the fare for the new journey is lower, any residual amount will be forfeited.

I want to change my selected options for this flight

[View Air Canada's 'General Conditions of Carriage'.](#)



The Best Value Under The Sun



Days Inn and Conference Centre - Penticton

152 Riverside Drive
Burnaby Ave and Riverside Dr
Penticton, BC V2A 5Y4 CA
Phone: 250-493-6616
Fax: 250-493-6615
[Hotel Website](#)

Sunburst Rating



Check Rates

Check-in:

Sun. November 22 ⌚ After 03:00 PM

Check-out:

Sat. November 28 ⌚ 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.

List View | [Detail View](#)

Buy Now And Save 15%

Rate Description: Buy Now And Save 15% Pre Paid - No Cancells Allowed Scroll Down For Our Best Available Rate. Rate Displayed Below Includes Discount When Applicable.

Cancellation Policy: There will be no credit or refund for early departures, cancellations, no shows, or changes in your reservation for any reason. Guests will not receive any refund or credit.

Available with these rooms:























Click room type to view / hide details

		Avg Nightly (CAD)	Taxes (CAD)	*Total (CAD)	
<input checked="" type="checkbox"/> 2 Queen Beds Room		84.15	75.74	580.64	Reserve
<input checked="" type="checkbox"/> 1 King Bed Room		84.15	75.74	580.64	Reserve
<input checked="" type="checkbox"/> 1 Queen Bed Wheelchair Accessible Room		84.15	75.74	580.64	Reserve
<input checked="" type="checkbox"/> 1 Queen Bed Room		84.15	75.74	580.64	Reserve

Days Inn Government Discount Rate Id Reqd

Rate Description: Days Inn Government Discount Rate Id Reqd Must Show Government Identification At Ckin Thank You For Choosing Days Inn. Rate Displayed Below Includes Discount When Applicable.

Cancellation Policy: If you need to cancel, you must do so by 4:00 PM local hotel time on November 20, 2009 or your credit card will be charged for one night's stay.

Available with these rooms: Click room type to view / hide details		Avg Nightly (CAD)	Taxes (CAD)	*Total (CAD)	
 2 Queen Beds Room		89.10	80.19	614.79	Reserve
 2 Queen Beds Room		89.10	80.19	614.79	Reserve
 Suite		89.10	80.19	614.79	Reserve
 Suite		98.10	88.29	676.89	Reserve
 1 King Bed Business Place Room		98.10	88.29	676.89	Reserve
 1 King Bed Room		89.10	80.19	614.79	Reserve
 1 King Bed Room		89.10	80.19	614.79	Reserve
 Suite		89.10	80.19	614.79	Reserve
 2 Queen Beds Kitchenette		161.10	144.99	1,111.59	Reserve
 1 Queen Bed Wheelchair Accessible Room		89.10	80.19	614.79	Reserve
 1 Queen Bed Room		89.10	80.19	614.79	Reserve

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.

[Select Occupancy>](#)[← Select Room →](#)[Review & Reserve](#)[Confirmation](#)

Find a Hotel - Select Room

Your Search Request

Destination:
Terrace
British Columbia
Canada

Check-In:
25, September 2009

Check-Out:
04, October 2009

[Change Dates >](#)

Room(s): 1

[Change Occupancy >](#)

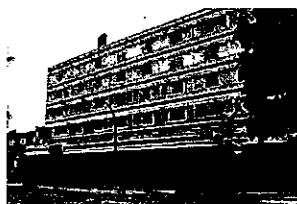
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GUARANTEED!**

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No online booking fees.
Earn rewards points.

[Learn More >](#)

Best Western Terrace Inn



4553 Greig Avenue CA Terrace, British Columbia, V8G 1M7, Ca
Phone: 250/635-0083

Stay at this completely renovated hotel in Terrace, British Colum
finest hotel with personalized service and a friendly atmosphere.
Western Terrace... [More Hotel Information >](#)

Room1: 1 Guest

[Rate Plan >](#) Canadian Government Rate ☐

C

[Select Rate Display >](#) Cost per Night ☐

Canada Dollars

Canadian Government Rate (Employees must be traveling on official business and show fede
provincial government ID at check-in to receive this rate.)

Room Type	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Total
<input type="checkbox"/> 1 Queen Bed, High Speed Internet Access, Mountain View >	Wk1 99.00	99.00	99.00	99.00	99.00	99.00	99.00	891.00 (CAD)
<input type="checkbox"/> 1 Queen Bed, Pet Friendly Room, High Speed Internet Access >	Wk1 99.00	99.00	99.00	99.00	99.00	99.00	99.00	891.00 (CAD)
	Wk2 99.00	99.00						

Best Available Rate (Flexible rate. Available to all travelers.)

Room Type	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Total
<input type="checkbox"/> Two Double Beds, Pet Friendly Room, High Speed Internet Access >	Wk1 114.99	114.99	114.99	114.99	114.99	114.99	114.99	1,034.91 (CAD)
<input type="checkbox"/> Two Double Beds, High Speed Internet Access, Mountain View >	Wk1 114.99	114.99	114.99	114.99	114.99	114.99	114.99	1,034.91 (CAD)
<input type="checkbox"/> 1 King Bed, High Speed Internet Access, Mountain View >	Wk1 119.99	119.99	119.99	119.99	119.99	119.99	119.99	1,079.91 (CAD)
<input type="checkbox"/> 1 Queen Bed, High Speed Internet Access, Mountain View >	Wk1 114.99	114.99	114.99	114.99	114.99	114.99	114.99	1,034.91 (CAD)
<input type="checkbox"/> 1 Queen Bed, Pet Friendly Room, High Speed Internet Access >	Wk1 114.99	114.99	114.99	114.99	114.99	114.99	114.99	1,034.91 (CAD)
	Wk2 114.99	114.99						

[Show More Rooms](#)[Security and Privacy Policies](#)

**FARES**

Queen Charlotte Islands Fares

[Summer Schedule >>](#) [Fall/Winter/Spring Schedule >>](#)

About These Fares

All fares are in Canadian Funds

All fares are one-way

Fares are paid as shown - taxes are included where applicable

Visa, Mastercard and American Express accepted

On this route, Debit Cards can be used for payment of fares

Check CurrencyGuide.com for international conversion

EFFECTIVE DATES

Season	Starting Date	Ending Date
OFF PEAK	March 1, 2009	April 30, 2009
PEAK	May 1, 2009	September 30, 2009

	Peak	Off-Peak
Adults	35.00	30.00
- Group Rate (About Group Travel >>)	-	26.00
- BC Senior	23.50	20.25
- BC Student (School event >>)	17.50	15.00
- Permanently Disabled-BC Resident (More info >>)	17.50	15.00
Children (age 5-11)	17.50	15.00
<i>Under 5 years of age: Free</i>		
- Group Rate (About Group Travel >>)	-	13.00
- BC Student (School event >>)	8.75	7.50
- Permanently Disabled-BC Resident (More info >>)	8.75	7.50

Cabins -- Amenities and Rates >>

- Group Rate (About Group Travel >>)	-	26.00
- BC Senior	23.50	20.25
- BC Student (School event >>)	17.50	15.00
- Permanently Disabled-BC Resident (More info >>)	17.50	15.00

Children (age 5-11)	17.50	15.00
<i>Under 5 years of age: Free</i>		

- Group Rate (About Group Travel >>)	-	13.00
- BC Student (School event >>)	8.75	7.50
- Permanently Disabled-BC Resident (More info >>)	8.75	7.50

Cabins -- Amenities and Rates >>

Vehicle Fares Do Not Include Driver or Passengers

	Peak	Off-Peak
Passenger Vehicle & Trailer (Up to 7' high, up to 20' long)	125.00	105.00
- Extra "per foot" rate (see below)	6.25	5.25
Oversize Passenger Vehicle & Trailer (Over 7' high, up to 20' long)	220.00	195.00
- Extra "per foot" rate (see below)	11.00	9.75
Motorcycle	63.00	53.00
Motorcycle with sidecar and/or trailer	93.75	78.75
Bicycle	5.00	5.00
Stowage (kayaks, canoes, etc.)	10.00	10.00

View Bus and Commercial Vehicle Fares >>

Extra "Per Foot" Rate: The passenger vehicle fare shown applies to a unit, or combination of units, to 20 feet in overall length. A unit, or combination, longer than 20 feet is charged this extra "per foot" rate.

CABINS: for information on amenities and rates, please click [here](#)

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Cabin Rates for Northern Vessels

CABINS - Inside Passage Day Cruise

Northern Expedition

Northern Expedition cabins are modern each with two berths, shower, basin, toilet, wardrobe, and small desk. There are 3 wheelchair outboard cabins and 12 cabins that are adjoining (6 pairs)

May 18, 2009 to September 30, 2009

Inboard Cabins	\$80.00
Outboard Cabins	\$105.00
Wheelchair Cabins	\$105.00
Reserved Seating	\$30.00

All prices include GST.

CABINS - Inside Passage Overnight Service

Northern Adventure

Northern Adventure cabins have four berths, shower, washbasin, and toilet. There are also 2 wheelchair accessible outboard cabins which have 2 berths.

Luxury Cabins have 2 sleeping configurations: 1 double bed; or 2 single beds and a pull-out sofa.

May 1, 2009 to September 30, 2009

Inboard Cabins	\$80.00
Outboard Cabins	\$105.00
Wheelchair Cabins	\$105.00
Luxury Cabins	\$210.00

All prices include GST.

CABINS - Queen Charlotte Islands

Northern Adventure

Northern Adventure cabins have four berths, shower, washbasin, and toilet. There are also 2 wheelchair accessible outboard cabins which have 2 berths.

May 1, 2009 to September 30, 2009

Inboard Cabins	\$65.00
Outboard Cabins	\$80.00
Wheelchair Cabins	\$80.00

All prices include GST.

VILLAGE OF PORT CLEMENTS

Cheque Listing For Council With GL Numbers

Page 1 of 1
2009-Jul-31
10:10:17 AM

Cheque	Date	Name	Expense GL Number	Invoice	Description	Invoice Amount	Cheque Amount
20090519	2009-07-23	RENCO			PAYMENT		568.58
			10-2-12-72-05	360616	WHARF TOOL REPAIR AND WEED WAC	120.13	
			10-2-32-31-00	360616	WHARF TOOL REPAIR AND WEED WAC	120.13	
			10-2-34-00-20	360616	WHARF TOOL REPAIR AND WEED WAC	61.00	
			10-2-71-89-00	360616	WHARF TOOL REPAIR AND WEED WAC	120.12	
			10-2-71-89-30	360616	WHARF TOOL REPAIR AND WEED WAC	120.12	
			10-3-22-00-00	360616	WHARF TOOL REPAIR AND WEED WAC	27.08	
20090520	2009-07-23	STAPLES MCDANNOLD STEWART			PAYMENT		629.81
			10-2-12-10-50	48828	O'BRIEN MATTER, TREE CUTTING	348.62	
			10-3-22-00-00	48828	O'BRIEN MATTER, TREE CUTTING	16.30	
			10-2-12-10-50	48829	REMEDIAL ACTION	264.89	
20090529	2009-07-28	MORNEAU SOBECO			PAYMENT		702.00
			10-2-24-70-20	VANH2009	VFIS-ACCIDENT/SICKNESS PROGRAM J	702.00	
20090530	2009-07-28	PENSION CORPORATION			PAYMENT		1,245.10
			10-4-27-00-20	July09	PENSION JULY 2009	1,245.10	
20090531	2009-07-28	RECEIVER GENERAL - CCRA			PAYMENT		7,994.25
			10-4-27-00-10	July09	JULY 2009 DEDUCTIONS	7,994.25	
20090532	2009-07-28	SKEENA QUEEN CHARLOTTE REG'L DIS			PAYMENT		11,106.00
			10-1-53-20-10	07-28-09	2ND QUARTER GARBAGE	(570.00)	
			10-4-23-44-00	07-28-09	2ND QUARTER GARBAGE	10,347.00	
			10-4-23-44-01	07-28-09	2ND QUARTER GARBAGE	462.00	
			10-4-23-44-02	07-28-09	2ND QUARTER GARBAGE	867.00	
20090533	2009-07-31	AARON-MARK SERVICES LTD.			PAYMENT		727.82
			10-2-24-70-00	2014589	FIREHALL PAINT	727.82	
20090534	2009-07-31	BLUE CROSS			PAYMENT		398.57
			10-4-29-00-00	August200	NELSON-SMITH & RYLAND BENEFITS	398.57	
20090535	2009-07-31	BRITISH COLUMBIA LIFE & CASUALTY C			PAYMENT		278.41
			10-4-29-00-00	July2009	NELSON-SMITH & RYLAND BENEFITS	278.41	
20090536	2009-07-31	CLEARBROOK TRUCKING			PAYMENT		472.50
			40-2-42-90-50	10216	SEPTIC REMOVAL	472.50	
20090537	2009-07-31	NELSON SMITH, PETER			PAYMENT		30.01
			10-2-71-89-10	6924461	TREE GUARDS	30.01	

Total 30,970.48

F-1

Public Works Report to Council

Pete Nelson-Smith
July 30, 2009
Report for July 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:

- Water restrictions issued July 27 – July 29 based on low reservoir levels and low over all village pressure. Several hours spent on trying to locate source of a leak. Found running toilets in the old school (not main source)
- Kathy Tixier from Piteau Assoc. Engineering was here July 13/14. Report on well #1 still pending.
- Weekly maintenance
- Well #1 water lab tests results came back with 1.0 per 100ml of coli form. Northern Health has been contacted and new tests to be taken.

Sewer:

- Daily readings
- Awaiting final approval for lagoon aerator. Will be shipped upon final pricing approval.
- Contract with Blackwater for Lagoon Fence.
- 2 power outages discovered at Sani-station lift station. BC Hydro fuses tripped. Clearbrook Trucking called on one occasion for emergency pumping.
- Walked lagoon outfall line as per annual MOE requirements
- Met with MOE to look at lift stations and lagoon. Happy with our progress on updating our facilities.
- Worked with Pete Brookfield as advisor on high TSS (Total Suspended Solids) and high BOD (biochemical oxygen demand) results from last effluent sample tests. Believed hot weather and lift station dumps (from Norco Septic) may have been causes, although Mr. Brookfield gave good insight on some other ideas we can follow. Report available upon request.

Multi-complex:

- Weeding/watering of new gardens
- General maintenance

Small Craft Harbour/Wharf

- Awaiting bolts for wharf before completing project
- General maintenance
- Fixed blown 2" water line going to Small craft Harbour
- Meeting with Small Craft Harbours (Christina Engel and Jordan Mah) to look at sinking floats on Small Craft Harbour and loose flange.
- Pumped out one of three floats on sinking end of dock. Engineers from Small Craft Harbours arranging for permanent fixes.
- Tied up loose flange. Engineers from Small Craft Harbours arranging for permanent fixes.
- Satellite dish removed from dolphin at SCH.

Shoreline Park

- General Maintenance

Community Park:

- General clean up and garbage removal
- Mowing/weed whacking

Streets:

- Weed whacking/mowing
- May St. – Old MB Sub ditched
- Haddasa Engineering (Dave Zimmerman) completed survey on ditch between Park St. and Tingley St. See attached report.
- Brushing/ditching of Jasper St, Ryland Rd and parts of Tingley St coming up.

Fire Department:

- Paint ordered/received. Awaiting quotes from contractors on painting

General Services:

- All Village of Port Clements properties have on going grounds keeping
- Working with Shalene Patience on placement/planting of "Trees for Tomorrow" trees



Project Overview

Home and Garden Care

Box 222 Port Clements, BC V0T 1R0
250-557-2088

Date: July 30/09

Project name: Tree Planting

Customer:

Name/Contact: Pete/Heather

Company Name: The Village of Port Clements

Address: PO Box 198 Port Clements, BC V0T 1R0

Phone # Pete 250-557-4326 Heather 250-557-4295

Project Details	Amounts
Proposed tree areas/ quantities:	
*School-as per Archie and Cory	6
*Community Hall-feedback from Evelyn	2
*Firehall	5
*Dyson/Bayview	5
*Community Park-still to discuss with Lisa or Bev-message left with Bev	12 to 20
*Museum-still to discuss with Clint-message left on his phone	5 to 10
	45 Total
Supply Research thus far:	
*Stakes-two per tree's yet to be planted and one per for the existing 7 ornamental cherries around the Village office. Sourced from Abfam @ \$1.49	97 (Approx. \$145)
*Garden hose-in house-cut into one foot lengths	97
*Sturdy string-in house?-cut into six foot lengths	97
<p>*Soil ammendments-after large debris from the excavated soil is removed (some hauling of this waste product is required), ammendments to the soil being replaced around the trees is highly advised. Thus far, the best price I have found are 90 bags of steer manure (2 per tree) from Doug Decock @ \$6 each or 1" screened topsoil (I would like to see it first) from Kendall trucking by the Skidegate ferry terminal. This soil is \$240 per 12 yards FOB Skidegate. If we can catch a backhaul from Al...perhaps we can get away with one truckload of this soil. Budget considerations of choosing this ammendment avenue relay to the logistics of transporting the bulk soil to each tree....</p>	Figure in around \$400-\$550 materials cost

Project Details-Cont.	Amounts
*Bone meal- Reserve ASAP -2 large bags-available @ Masset Co-op-\$45 each and one large bag with a tear in it on sale at Hummingbird Nursery for around \$35 or less-to confirm with Sue.	3 (\$125)
*Mulch-recommend 2" layer-either pole tailings or alder chips-will find out with the O'Briens re: alder chip stockpile availability. ***Depending on the volume of organic matter we can acquire.....mulching could be dropped....watering will be all the more essential if this is eliminated.	Cost of transportation and installation
Crew:	
* Monday, Aug. 3rd, Stat. holiday for Public Works crew?	
*Donald from Derex to dig holes-he is ready to work early next week. Still to be discussed with Donald are site disturbances upon access to planting holes.	
*I am available for a portion of each Monday and Tuesday of next week, perhaps Thursday as well.	
General Notes:	
* Of all the areas that I have walked about, the Community Park with it's Canada Day patronage is one of the key areas that I see will greatly benefit by the beautification of shade trees.	
* Recommend holes be dug by Donald that are 5' wide (size of recommended tree ring) and 3' deep	
*All planting technique details to be overviewed by myself with the planting crew	
*Watering in upon planting and once per week is essential until the fall.	
*Once all tree locations are approved-with confirmations of underground utility-free safe digging sites, spray painted "x's" will be marked by myself.	
*Additional plantings of small shrubs and trees are recommended to be planted on the school property and playground area in the community park.	

Port Clements
Village office.

HADDASA ENGINEERING

DAVID ZIMMERMAN



Re: Drainage between Tingley Street and Park Street.



P.O. Box 184
Port Clements, B.C.
CANADA
V0T 1R0
Phone: 250-557-4287
Fax: 250-557-4287 (Phone ahead)
E-mail: dzimmer@qcislands.net

To Village Council:

For your information the attached maps and profiles are from the data collected on July 28, 2009 at Pete's request. The purpose of the survey was to establish the profile of the drainage system in the alley way between the two streets.

Attached are the following maps, profiles and notes:

1. Profile and map of the natural drainage route for the Alley way between Tingley Street and Park Street. The flow is traced from Alder Avenue to Cedar Avenue, then along Cedar to Park Street.
2. Three Profiles; the ditch along the North side of Alder Avenue, the ditch along the North Side of Cedar Ave West, and the ditch along the West side of Park Street.
3. The notes for the present flow of water in the drainage system as referred to in #1 above.

The Vertical drop from the ditch beginning at Alder Avenue to the outlet of the culvert along Cedar Ave West is slightly under 1 metre. The profile is continuously downhill from Alder to Cedar. Alder Avenue is another metre above the ditch. (refer to Attachment #1)

There is a potential of a 1.9 metre drop over the entire route surveyed. Over a distance of 250 metres the total drop from the surface of Alder Ave to the ditch adjacent to Cedar by the Village office is 3 metres.

Equipment used:

- *Trimble Laser Level Accuracy*..... 15 mm at 30 m (1/16 in at 100 ft) ± 10 arc seconds
- *Trimble XT Pro GPS* With 5 minutes tracking satellites. 30 cm, With 10 minutes tracking satellites. 20 cm, With 20 minutes tracking satellites. 10 cm, With 45 minutes tracking satellites. 1 cm (Note: 5 min tracking used)
- *Metric Chain*

David L. Zimmerman.

THE VILLAGE OF PORT CLEMENTS

Regular Meeting of Council, Tuesday, Aug 4th, 2009, 7:30pm

AGENDA

1. ADOPT AGENDA.

2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS.

D-1-Stephanie Fung, Sustainable Living Fair. (Possibility not attending).
D-2-RCMP introduction of newest member Constable Trevor Shields.

3. MINUTES.

M-1-Minutes regular meeting July 20th, 2009.

4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS.

BA-1-Tourism Report.
BA-2-Flight passes Air Canada & Pacific Coastal.
BA-3-Shoreline Park Campground brochure.
BA-4-Crown Grant Offer.
BA-5-Large Wharf Fee Setting Bylaws.
BA-6-Report to Council-Park Street Trailer.
BA-7-Community Development Trust Transitional Assistance Program.
BA-8-Award Kitchen RFP.

5. ORIGINAL CORRESPONDENCE.

C-1-UBCM, Call to Action-2009 Library Grant Freeze.
C-2-MLA Gary Coons, available for meetings at UBCM.
C-3-Minister Shirley Bond-Response to letter sent to Minister Falcon with concerns of the resurfacing of Highway 16.

6. GOVERNMENT.

G-1-2009 UBCM Convention registration, early bird registration before August 14th/09.
G-2-UBCM-Request to meet with Ministers at the 2009 UBCM.
G-3-Purchasing Policy #3 Draft.
G-4-Employee Benefits Policy #4 Draft.
G-5-Public Works Waste Water course.

7. FINANCE.

F-1-Cheque list July 31st, 2009.

8. NEW BUSINESS.

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.



Haida Gwaii Sustainable Living Fair

June 23, 2009

Dear Mayor Delves and Council,

On behalf of the Haida Gwaii Sustainable Living Fair planning team, I would like to thank the Village of Port Clements for supporting the Fair's application to the Gwaii Trust Legacy Program for funding. I am happy to announce that our application was successful and Gwaii Trust has awarded us \$15,000.

We are beginning our summer promotions and look forward to seeing you at the Islands summer events. Please visit the Fair booth to test your knowledge in the Sustainability Trivia Contest! We are collaborating with the new Youth Green Team from QCSS for a DISH OUT! campaign. Please look for us at the QC Farmer's Market and other island locations where we will be collecting donated bowls and spoons throughout the summer to eliminate disposable dishes at the Sustainable Living Fair Community Dinner.

The Fair schedule is being finalized. We will be sending out invitations and launching our website in late summer. Please save the dates, October 16-18th. Should the Village Council wish to provide any suggestions or feedback into the Fair planning process, please do not hesitate to contact me. I will also be making brief presentation at the Port Clements Council meeting on August 3rd.

Thank you for your kind support.

Sincerely yours,
Stephanie Fung

Coordinator
Sustainable Living Fair
P.O. Box 883
Queen Charlotte, BC
V0T 1S0
Tel: (250) 559-8454
Email: adventurebraids@gmail.com

Will be attending Aug 3 as delegation.
The Sustainable Living Fair is an initiative of:



D-1

LATE ITEM.



Haida Gwaii Sustainable Living Fair

presents

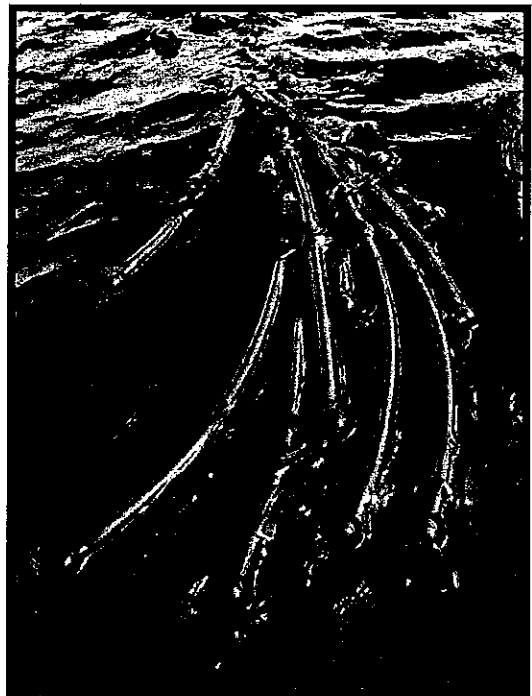
An Introduction to Common Edible Seaweeds of Haida Gwaii with Dolly Garza

Part I - Seminar

Tuesday June 23 7-8:30 pm
Naikun Energy Centre, 1740 Hodges
(across from Village of Masset office)

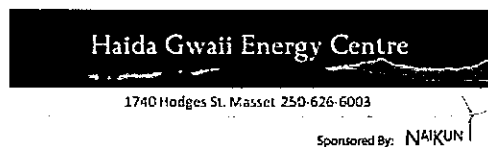
Part II-Field Trip

Wednesday June 24 am
Time & Location: TBA at seminar



This seminar focuses on identifying and collecting common and abundant seaweeds for home use. There will be dried and fresh samples to help with identification. Tips on harvesting, processing and cooking will be provided.

For more information contact Stephanie Fung
phone: 250-559-8454 email: adventurebraids@gmail.com



Subject: Re: Sustainable living fair

Hi Heather,

Sure, I would be happy to do that. Jacques is down down in Gwaii Haanas until the end of June so I can't commit for him, but I will let him know as soon as he gets back. Can you tentatively book me in for the next meeting, Monday July 6th?

Also, I would like to come up for the Port Canada Day celebration to promote the Fair. Who should I speak with about the logistics for signing up for a table or display booth?

Thanks,

Stephanie.

On Thu, Jun 18, 2009 at 1:43 PM, Heather Nelson-Smith <heather@portclements.com> wrote:

Hi Stephanie,

Council asked me to ask you if it would at all be possible to have you or Jacques attend a council meeting as a delegation to explain the format and what if anything Council can do to assist.

Our Council meetings are the first and third Monday of every month at 7:30 pm, there are also other opportunities to set up a separate meeting if you think it may take longer.

Please let me know what you think.

Thanks

Heather

Heather Nelson - Smith

Clerk / Treasurer

Village of Port Clements

Phone (250) 557-4295

Fax (250) 557-4568

www.portclements.com

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Stephanie Fung
Coordinator
Sustainable Living Fair

phone: 250.559.8454
email: adventurebraids@gmail.com
P.O. Box 883
Queen Charlotte, BC
V0T 1S0

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Stephanie Fung
Coordinator
Sustainable Living Fair

phone: 250.559.8454
email: adventurebraids@gmail.com
P.O. Box 883
Queen Charlotte, BC
V0T 1S0

**Minutes of the regular meeting of the Port Clements Council held
Monday July 20th, 2009 in the Council Chambers.**

Present

Mayor Delves

Councillor Cheer

Councillor Hughes-McMullon

Councillor Traplin

Deputy Clerk/Treasurer Jasmine Erin Ryland

Public Works Superintendent Pete Nelson-Smith

Press/Public

Mayor Delves called to order at 7:32pm

1. ADOPT AGENDA.

It was moved by Councillor Cheer, seconded by Councillor Hughes-McMullon to adopt the agenda as circulated.

CARRIED

2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS.

D-1- Randy O'Brien Delegate

Randy O'Brien expressed his concerns about the new barge fees set on the Government wharf. Mr. O'Brien said that it's ridiculous that he should have to pay \$900 per day to keep his barge at the wharf. He also said that when he takes his barge to Vancouver that it only costs around \$500 in an emergency situation. Mr. O'Brien requested that there be a review on the rates and possibly amend the policy.

It was moved by Councillor Cheer, seconded by Hughes-McMullon to bring information about the new barge fees to the next Council meeting.

CARRIED

Randy O'Brien also talked briefly about the trees being cut down in front of his properties. Mr. O'Brien informed Council of a verbal agreement made upon his purchasing of the land that cutting down the trees would be permitted as those lots are viewing lots. Council did not discuss the issue as it is now in the hands of the lawyers.

T-1- Opening of Request for proposals for the Community Kitchen

Blackwater Excavation and Landscaping

Saltspring Park Cupboards	\$7,800.00
Stainless Steel Countertops	\$5,200.00
Installation of Cupboards and Countertops	\$3,500.00
Total	\$16,500.00

3. MINUTES.

M-1-Minutes Regular meeting, July 6th, 2009.

It was moved by Councillor Cheer, seconded by Councillor Traplin to accept the minutes of July 6th, 2009.

m-1

CARRIED

M-2-Minutes Emergency Committee Meeting, May 28th, 2009.

It was moved by Councillor Cheer, seconded by Councillor Traplin to accept the minutes of May 28th, 2009 Emergency Committee Meeting.

CARRIED

M-3-Minutes Tourism meeting, July 9th, 2009.

It was moved by Councillor Hughes-McMullon, seconded by Councillor Cheer to accept the minutes of the July 9th, 2009 Tourism meeting.

CARRIED

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

BA-1-Tourism Report.

Councillor Cheer reported that the Tourism Committee is discussing holding an official opening of the dock. The Tourism Committee is also requesting an update about the trail application.

BA-2-Terry Ingalls-Letter of Support for Visitor Information Booth to be located at 93 Bayview Drive.

It was moved by Councillor Hughes-McMullon, seconded by Councillor Cheer to write a letter of support for Terry Ingall's Visitor Information booth at 93 Bayview Drive.

CARRIED

BA-3-Request for Decision RFP to install Wastewater Lagoon Fencing.

It was moved by Councillor Cheer, seconded by Councillor Hughes-McMullon to award the Lagoon Fence RFP to Blackwater Excavation and Landscaping in the amount of \$16,159.00 (sixteen thousand, one hundred and fifty nine).

CARRIED

BA-4- Flight Passes Air Canada.

Council discussed the price on the Air Canada flight passes and requested more information from staff regarding the prices and the savings.

5. ORIGINAL CORRESPONDENCE.

C-1- Invitation by Naikun Wind to meet with Council, July 31st, 2009 in Port Clements.

It was moved by Councillor Hughes-McMullon, seconded by Councillor Cheer to send Mayor Delves and any available Councillors to meet with Naikun Wind on July 31st, 2009.

CARRIED

C-2-BC Tourism-waiving Senior's room charge for meeting July 27th, 2009.

It was moved by Councillor Cheer, seconded by Councillor Hughes-McMullon to write a letter to BC Tourism expressing that we are happy that they are holding their meeting in Port Clements, but we are unable to waive the senior's room charge for their meeting on July 27th, 2009.

CARRIED

C-3-QCI Recreation Commission- Letter of support or in-kind donations to help with the BC Healthy Living Alliance, Social Action theatre project. It was moved by Councillor Traplin, seconded by Councillor Hughes-McMullon to write a letter of support for the QCI Recreation Commission's BC Healthy Living Alliance, Social Action theatre project.

CARRIED

C-4-City of Merritt-UNBC Resolution for Consideration-Heavy Industry relief from municipal taxes to ensure continued operation.

It was moved by Councillor Cheer, seconded by Councillor Traplin to write a letter of support for the UNBC Heavy Industry relief from municipal taxes to ensure continued operation.

CARRIED

6. GOVERNMENT

G-1-2009 UBCM Convention registration.

It was moved by Councillor Hughes-McMullon, seconded by Councillor Traplin to send Mayor Delves and any available Councillors to the UBCM Convention in Vancouver.

CARRIED

7. FINANCE.

F-1-Cheque list July 17th, 2009.

It was moved by Councillor Cheer, seconded by Councillor Traplin to accept the cheque listing of July 17th, 2009.

CARRIED

8. NEW BUSINESS.

NB-1-Report to Council-Trailer Use by School District.

It was moved by Councillor Hughes-McMullon, seconded by Councillor Traplin to decline the School Districts request to rent the 36 Park Street Trailer.

CARRIED

NB-2-Shoreline Park Campground Policy.

It was moved by Councillor Cheer, seconded by Councillor Hughes-McMullon to have staff review the Provincial Park Guidelines in regards to wildlife and open food in campsites, and to make up a brochure for Cheri to distribute to campers.

CARRIED

9. REPORTS & DISCUSSIONS.

R-1-Public Works Report to Council.

Pete reported to Council that drilling a new well may not be necessary, pending results from Piteau Consulting. Cor Meeter wants water and sewer hook up to his building on Jasper street. Pete wants to do the water lines properly rather than doing it the easy way. Ditching is underway and Pete is waiting on Dave Zimmerman to survey the ditch between Tingley Street and Park Street to determine which way the water should flow.

R-3-Report to Council-Wharf Repairs to Date

It was moved by Councillor Hughes-McMullon, seconded by Councillor Traplin to accept the Wharf Repairs to Date Report.

CARRIED

R-4-Report to Council-Park Street Trailer

It was moved by Councillor Traplin, seconded by Councillor Cheer to request a proposal for purchase and removal of trailer, leaving the site reasonably clear.

CARRIED

Councillor Traplin- Noticed that the fresh water is not working at the Small Crafts Harbour dock.

Councillor Hughes-McMullon- Will be absent for the August 4th, 2009 Council meeting.

Councillor Cheer- Attended the Tourism meeting on July 9th, 2009. Will be attending the Gwaii Forests meeting on Saturday July 25th, 2009.

Mayor Delves- Attended a Regional District meeting on Friday July 17th, 2009. Will be attending a Northern Development meeting in late August.

10. QUESTIONS FROM THE PRESS.

ADJOURNMENT.

It was moved by Councillor Hughes-McMullon, seconded by Councillor Cheer to adjourn the meeting at 9:38pm and to go In Camera under Community Charter Section 90-1-e.

CARRIED

Cory Delves
Mayor

Jasmine Erin Ryland
Deputy Clerk/Treasurer



Ministry of Sustainable
Resource Management

4/0-30
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

1 FEES PAYABLE

You need to pay the following fees:

Crown Grant	*\$	1.00
Administration Fee	*\$	1,400.00
GST Total	\$	<u>98.07</u>
Total Fees Payable	\$	<u>1,499.07</u>

* denotes GST payable

Your cheque or money order must be payable to Land and Water British Columbia Inc. and be delivered to 455-1011 4th Ave Prince George, BC V2L 3H9.

2 SURVEY

You need to retain a registered BC Land Surveyor to prepare a boundary survey of the Land, at your expense. The surveyor is responsible for completing the survey, which must be delivered to the Surveyor General within one (1) year from the date you accept our offer.

3 MANAGEMENT PLANS

You have submitted to our office a detailed plan for the development of the Land that is acceptable to us which will be held on file.

4 PROPERTY TRANSFER ACT

When Crown land is sold, tax under the *Property Transfer Tax Act* becomes due. This tax is based on the fair market value of the property, being the value of the land plus the value of any buildings and other improvements (and the timber) on the land, as of the date of the registration of the Crown Grant at the Land Title Office.

Calculation of the tax will be made by the Ministry of Provincial Revenue after the sale has completed. If this Ministry will be registering the Crown Grant for you, the Income Taxation Branch of the Ministry of Provincial Revenue will contact you after registration about completion of a tax return and payment of the tax, or alternately, about your claim for tax exemption. If your lawyer will be registering the Crown Grant at the Land Title Office for you, you will have to file a tax return at that time.

For more information about this tax, please contact Dave Johnston at the Income Taxation Branch, Ministry of Provincial Revenue at (250) 356-6759.

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.

3 **LIMITATION OF ESTATE**

The Crown Grant is offered to you with the following limitation of estate:

- (a) The Land will be transferred to you on the condition that the Land is used for community park purposes.

4 **PRIOR INTERESTS**

The transfer of the Land will be subject to:

- (a) Any condition or final water license or substituted water license issued or given under *Water Act* or any prior or subsequent enactment of the Province of British Columbia of like effect, and to the rights of the holder of it to enter on the Land and to maintain, repair and operate any works permitted on the Land under the license at the date of the Crown Grant.
- (b) All subsisting grants to, or subsisting rights of any person made or acquired under the *Mineral Tenure Act*, *Coal Act* or *Petroleum and Natural Gas Act* or under any prior or subsequent enactment of the Province of British Columbia of like effect.

5 **EXCEPTIONS AND RESERVATIONS**

The Crown Grant transferring the Land to you will:

- (a) Except and reserve to the Province, its successors and assigns, the interests, rights, privileges and titles referred to in Section 50 of the *Land Act*.

ADDITIONAL INFORMATION

Please take special notice of the following:

Eagle nests are protected under the Wildlife Act.

You should pay particular attention to the Fisheries Act and ensure compliance with it at all times.

Riparian vegetation is extremely important and should not be disturbed or altered except where necessary to construct footbridges. Upon completion of construction, attempts should be made to restore riparian vegetation to its original state.

Public concerns have been raised with regard to the location of the campground. The Village of Port Clements should attempt to resolve these concerns before proceeding with this portion of the development.

Sufficient parking must be provided so that drivers do not park their vehicles on the highway.

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,

A handwritten signature in black ink, appearing to read 'Cheryl Dyson', written in a cursive style.

Authorized Representative

Acceptance of Offer of Crown Grant

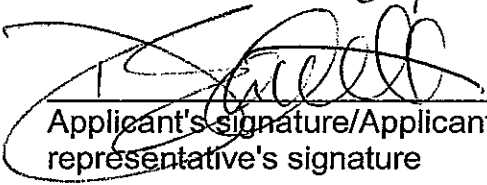
File No. 6406894

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

Dear Cheryl Dyson:

Re: Application Crown Grant

- ☒ I/We accept the offer of Crown Grant made to me/us by way of a letter dated June 17th, 2004 from the Ministry of Sustainable Resource Management as represented by Land and Water British Columbia Inc. and I/we agree to perform and abide by my/our covenants, acknowledgements and representations set out in that offer.
- ☐ I/We do not accept the offer of Crown Grant made to me/us by way of a letter dated June 17th, 2004 from the Ministry of Sustainable Resource Management as represented by Land and Water British Columbia Inc.

DATED the 12th of July, 2004.
Applicant's signature/Applicant's
representative's signature
Applicant's signature/Applicant's
representative's signatureDANA SCHMIDT
Print name of person signing
CLERK / TREASURER
Print name of person signingVILLAGE OF PORT CLEMENTS
Occupation
Occupation

Please check one if applicable (more than one Applicant)

- ☐ Joint Tenants
☐ Tenants in Common

Economic Impacts for Development of Crown Land

In an effort to more fully appreciate the benefits of making Crown land available for a wide variety of uses, the following information must be provided in support of your application.

- 7 -

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
--------------------	-----------

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:

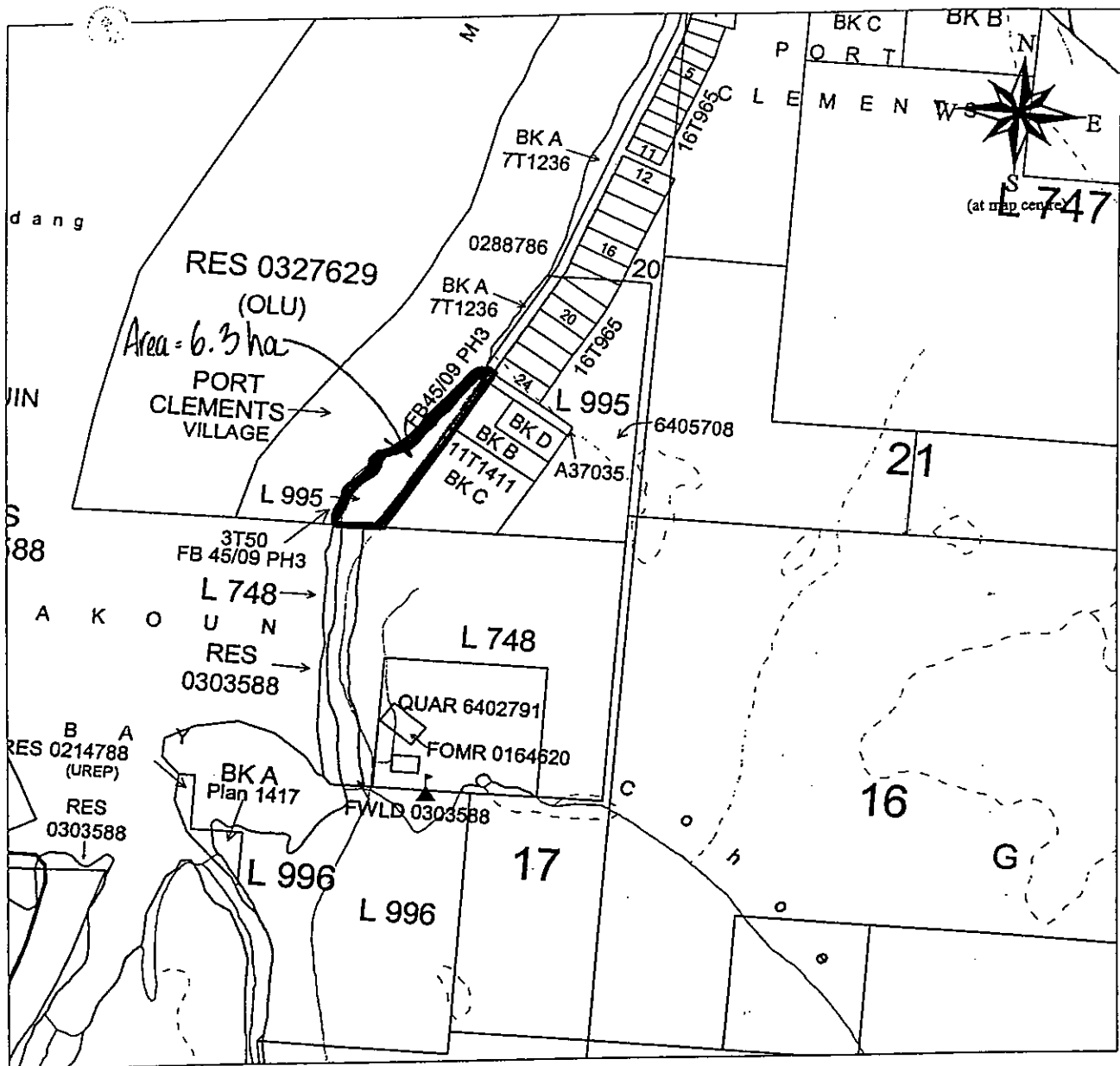
2 part time permanent employees who work 110 days each = 1.0 operating job.

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.

6406894 - VILLAGE OF PORT CLEMENTS



1:20,000

200 0 200 Meters

103F.070

Archeological Sites - Skeena

District, Parks

└ Archeological Site

Archeological Sites in BC

└ Archeological Site

CDMS - Historical/Archeological

Site

● CDMS - Historical/Archeological

Site

MAA, Indian Reserves - Outlined,

1:20K

— Boundary - Indian Reserve

SBTC, Archaeological Sites, 1:50K

▲ Archaeological Site

BC Min. Env. Lands, Parks
Skeena Region
March 27, 2001





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: Debbie Delves
Date: July 22nd, 2009
Subject: Canada West & Pacific Coastal Quik Pass.

Canada West Passes - 30 flight passes

This pass will cost the Village \$8800.00 plus \$440.00 GST. The flight pass is valid for 12 months from its date of purchase. All unused flight credits remaining beyond this period will be forfeited. A \$50.00 booking fee per direction plus taxes applies to booking changes and cancellations. There are no airport taxes or hidden fees associated with the purchase of these tickets. The only stipulation is that you do your traveling in one day per pass ie: Sandpit – Vancouver-Victoria. You can choose to leave from say Nanaimo – Vancouver-Sandpit on another pass returning.

Locations: Sandpit and all airports that Air Canada flies into within BC, Alberta, Saskatchewan, Manitoba, NWT & Yukon.

Total travel for the remainder of 2009/2010 airline tickets would cost \$11,861.15 if the tickets were purchased individually. Purchasing the flight passes for \$8800.00 would save the Village around \$3000.00.

All passenger's must be signed up with an aeroplane number & password to travel. For those that do not have a card signing up can take up to 48 hrs to get confirmation from Air Canada.

BA-2

Pacific Coastal, Quik Pass. With the purchase of the passes, you will need to keep a minimum balance of \$2000.00. You can use the Quik Pass to book anywhere within the Pacific Coastal network. The holder of the account can allow anyone to travel on this account. This is valid for one year from date of purchase.

Locations: Anahim Lake, Bella Bella, Bella Coola, Campbell River, Comox, Cranbrook, Kamloops, Masset, Port Hardy, Powell River, Trail, Vancouver, Victoria & Williams Lake.

Travel would include the following conventions & courses 2009/2010:

NCMA, UBCM, MATI, VIRL, LGMA, Waste Water.

Respectfully submitted,

Debbie Delves

Bear Safety Tips

Keep a clean campsite by properly disposing of garbage, washing your dishes, and wiping down table tops.

Store your food in airtight or specially designed bear-proof containers.

If you are hiking through bear country, make your presence known, particularly where the terrain or vegetation makes it hard to see. Make noise, sing, talk loudly, or wear a bell.

If possible, travel with a group. Groups are noisier and easier for bears to detect.

Some of the most easily identifiable clues there is a bear in the area include rub trees, diggings, scat, and tracks.



If You Encounter A Bear

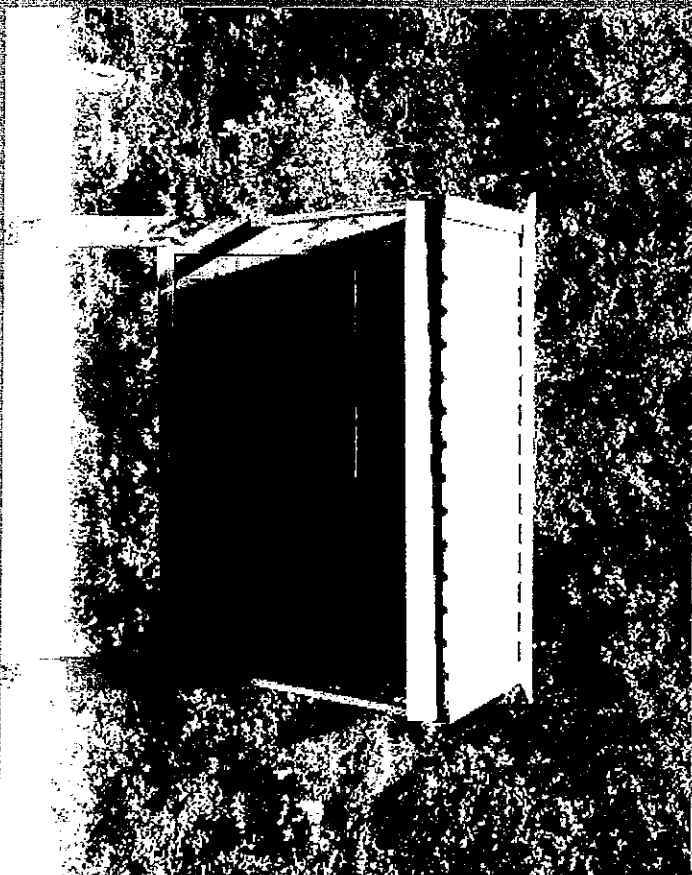
- > Remain calm and avoid sudden movements.
- > Give the bear plenty of room, allowing it to continue its activities undisturbed.
- > If you spot a bear and the bear is unaware of you, detour quickly and quietly away.
- > Never run from a bear.
- > Never feed or toss food to a bear

**For more information on bears and how to avoid them
please call the Village of Port Clements Office at**

250-557-4295

**Or stop by the office located on 36 Cedar Ave West
Office hours are Monday-Friday 9AM - 1PM**

Welcome to Port Clements



Sunset Park & Campground



BA-3

BA-3

ATTRACTIONS IN PORT CLEMENTS

Sunset Park Trail

Enjoy a 2km easy walking trail to our 2 stage viewing bird tower with first stage accessible to wheelchairs. We also have wheelchair accessible concrete outhouses in the campground along with picnic tables and covered picnic area, and park benches.

Museum

Go back in time at our Port Clements Museum. Learn about Logging and everyday life in old time Port Clements.
Summertime 7 Days/Week 11AM-4PM

Small Craft Harbour

Located next to Bayview Market off of Bayview Drive is our Small Craft Harbour dock. Equipped with a boat launch and facilities to tie up your boat.

Wharf

Take a walk on our newly re-decked wharf to get a magnificent view of our beautiful sunsets! Located by Yakoun River Inn off of Bayview Drive.

Community Park

Complete with a track, soccer field, baseball diamond, picnic tables, and a children's playground, there's something for everyone at our community park located at the end of Park Street.

The Golden Spruce Trail

Take a lovely walk down the Golden Spruce Trail located on the logging roads towards Justkatla. Drive along Bayview and follow the signs.

Yakoun River

Located past the Golden Spruce Trail is the Yakoun River 6 mile bridge. Pull off to your left and enjoy fishing or lounging on the bank.

Vancouver Island Regional Library

Access Internet or read a book at our Vancouver Island Regional Library. Located in the Port Clements Multipurpose Building on 36 Cedar Ave West.
Wednesday 3PM-5PM & 6PM-8PM
Friday 3PM-6PM

Pay Phones

Payphones are located at the Yakoun River Inn, outside Bayview Market, and outside of the Golden Spruce Motel.

Emergency Numbers

Ambulance (800)-461-9911
Fire (250)-557-4355
Masset Police Department (250)-626-3991
Queen Charlotte Police Department (250)-559-4421
Forest Fire (800)-663-5555
Canadian Coast Guard (800)-567-5111

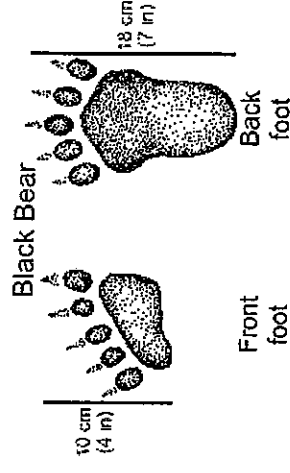
Hunting and Fishing

As we encourage hunting and fishing in designated areas there are a few guidelines regarding bears we would like you to follow for your own safety and for a bear-free enjoyable camping trip.

Keep a Clean Camp

Bears are not the only animals that are readily attracted by people's food that are potentially dangerous to you and your equipment and supplies. Rodents gnaw through packs, ravens peck plastic bags open, and deer strike with their hooves, all in search of an easy meal. Taking a few precautions will help protect you and your belongings and will help keep wildlife truly wild.

Please be advised that upon hunting and fishing please dispose of entrails, gut piles, and any waste away from the vicinity of the Park. For the peace and enjoyment of all our park users, please do not hang, skin, or butcher meat in the Park.





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: July 30th, 2009
Re: Shoreline Park Policy

Attached is the information I researched on the Provincial Parks Canada website regarding bears and food. There weren't any rules pertaining to hanging meat in trees but it is advised to dispose of entrails, gut piles, and any other waste away from the Park.

Also attached is a Sunset Park & Campground brochure that Cheri could give out upon arrival of campers. It is staffs recommendation that we ask the Tourism Committee to update the Port Clements Shops & Services inserts so that we can include the Port Clements brochure and the insert with the Sunset Park brochure for the campers or tourists.

Respectfully Submitted



BCParks

TEXT SIZE - +

SEARCH



FIND A PARK

• BY FACILITY / ACTIVITY

• BY ALPHABETICAL LISTING

• BY LOCATION

MAKE A RESERVATION

HOME

THINGS TO DO

PRESERVING OUR LEGACY

DISCOVERY

OUR FUTURE

BC PARKS OFFICE

Home > [Preserving Our Legacy](#) > Bear Safety at Bowron Lake Provincial Park

Bear Safety at Bowron Lake Provincial Park

CONTENTS

- [Conservation Management](#)
- [Ecological Reserves](#)
- [Conservation Information](#)
- [Mountain Pine Beetles](#)
- [Wildfire Response and Recovery](#)
- [British Columbia Heritage Rivers System](#)
- [Conservation Lands and Wildlife Management Areas \(WMAs\)](#)

Both black and grizzly bears are found in Bowron Lake Provincial Park. Bears may be encountered throughout the park during the summer months. Although most bears are simply traveling through and



make every effort to avoid humans, a bag of garbage or some unattended food on a picnic table may be irresistible to their keen sense of smell. Bears that scavenge food begin to associate food with humans, and become "food-conditioned".

Food-conditioned bears lose their natural fear of humans and become a threat to park visitors as they roam through the park in search of an easy meal. Bears are not tame, gentle or cuddly; they are unpredictable and potentially dangerous.

There is little or no chance of correcting a food-conditioned bear and Park Rangers are forced to destroy them when they become aggressive towards humans. Don't be a contributor to food conditioning and remember...

A FED BEAR IS A DEAD BEAR

There are some simple precautions you must take to prevent the food conditioning of bears and avoid dangerous bear encounters.

- Never feed or approach bears or other wildlife.
- Reduce or eliminate odours that attract bears

Avoid strong smelling foods and perfumed toiletries.

- Food Storage

At the campground, store food in air-tight containers in your RV or car trunk. Since this is not an option while out on the Canoe Circuit, BC Parks provides bear-proof caches at all Bowron's backcountry campsites and portage trailheads. Caches are large metal boxes with recessed handles.

Bear-proof caches must be used at all times (when you are not actively paddling to a new site or cooking). This regulation will be strongly enforced by the Park staff. Leave room for other visitors' food in the cache.

- Pack out all your garbage. Store it with your food out of reach of bears. Do not bury garbage or throw into pit toilets. Only paper and wood may be burned: plastics, tinfoil, and food items do not burn completely, and the remains will attract bears (besides creating an unsightly mess).
- Avoid fish smells -- they are a strong attractant for bears. Don't clean fish in your campsite. Throw entrails into deep or fast-flowing water, and double-bag fishy-smelling garbage.
- Cook and eat well away from your tent.
 - Clean up immediately and thoroughly. Never leave cooking utensils, coolers, grease or dish water lying around. Dispose of dish water by straining it then throwing it into a gray water pit or pit toilet. Solids should be packed out with the garbage.
 - The odours of cosmetics, toothpaste and insect repellent can attract bears. These should be stored out of reach with your food and garbage, never in your tent. Leave strongly perfumed items at home.
- Always keep children nearby and in sight.
- Always sleep in a tent -- not under the stars.
- Hike the portages and trails as a group.
 - Solo hiking is not advised -- you reduce the risk of an attack by traveling together as a group. Do not let children wander.
- Leave pets at home.
 - Free-running pets can anger a bear and provoke an attack, so they are not allowed on the Canoe Circuit. Keep pets leashed in the main campground.
- Reduce the chance of surprising a bear.
 - Always check ahead for bears in the distance. If one is spotted, make a wide detour and leave the area immediately.
 - Do not approach bears on shore for a better view while paddling.
 - When travelling against the wind or near loud moving water, use extreme caution. Make loud warning sounds.
 - Watch for bear sign: tracks, droppings, overturned rocks,

rotten trees torn apart, clawed, bitten or rubbed trees, bear trails, fresh diggings or trampled vegetation.

- Stay clear of dead wildlife.
 - Take note of signs that may indicate carrion -- such as circling crows or ravens, or the smell of rotting meat.
 - Carcasses attract bears. Leave the area immediately!
 - Report the location of dead wildlife to Park staff.
- Camp in designated areas.
 - Bear caches are provided at all designated sites.
- In general:
 - Never approach or feed bears
 - If you have an encounter with a bear, please leave the area immediately and report it to park staff as soon as possible.
 - Obey all park regulations, stay on designated trails and comply with posted warnings.
 - Bear pepper sprays have been effective in deterring some bear attacks. However, do not use them as a substitute for safe practices in bear country. Know how to use them. Avoidance is still your best bet.
 - Other wildlife may pose a threat to park users. Moose can become very agitated and aggressive when approached too closely, particularly cows with calves. Please use binoculars and telephoto lenses for wildlife viewing.

Some Bear Facts:

- Bears are as fast as racehorses, on the flats, uphill or downhill
- Bears are strong swimmers.
- Bears have good eyesight, good hearing, and an acute sense of smell.
- All black bears and young grizzlies are agile tree climbers; mature grizzlies are poor climbers, but they have a reach up to 4 metres.
- If a bear is standing up it is usually trying to identify you. Talk softly so it knows what you are. Move away, keeping it in view. Do not make direct eye contact.

Bear Identification:

Identifying bears is important if you are ever approached by one.

Black Bear (*Ursus americanus Pallas*)

Colour: Varies. Black, brown, cinnamon or blond, often with a white patch on the chest or at the throat.

Height: Approximately 90 cm at the shoulder.

Weight: 57 kg to more than 270 kg. Females are usually smaller than males.



Characteristics: Straight face profile; short, curved claws; barely noticeable shoulder hump

Habitat: Prefers forested areas with low-growing plants and berry-producing shrubs (e.g. small forest openings, stream or lake edges, open forest).

Grizzly Bear (*Ursus arctos horribilis* Ord)

Colour: Varies. Black (rare), brown or blond. Fur often white-tipped or "grizzled". Light-coloured patches may occur around neck, shoulders and on rear flanks.

Height: Slightly above one metre at shoulder; 1.8 to 2.0 metres when erect.

Weight: 200 kg to more than 450 kg. Females are usually smaller than males.

Characteristics: Dished or concave face long; curved claws; prominent shoulder hump



Habitat: Semi-open spaces preferred. High country in late summer and early fall; valley bottoms late fall and spring.

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[ACCESSIBILITY](#)

[SITEMAP](#)

[SEARCH](#)

[FEEDBACK](#)



Ministry of
Environment



b) Backcountry areas

Designated backcountry campsites in areas of known bear hazards should be provided with bear-proof food caches (e.g., Bowron Lake and Kokanee Glacier provincial parks). These must be located at least 50 m from the nearest campsite, be properly signed, and built in accordance with a proven design (e.g., elevated wood poles, platforms or anchored metal boxes placed on the ground). In Mount Robson Provincial Park, elevated food caches (bear poles) are available, as well as lockers at the Berg Lake chalet (H. Mulyk, pers. commun., 2001).

Backcountry campers should be instructed in, and required to use, proper food storage methods. This could be done at protected area visitor centres and during backcountry registration. Ranger staff should handle specific unsafe procedures observed during routine monitoring. In other cases, up-to-date informational material and signs should be used. Required use of portable, bear resistant plastic food containers is an option in areas of bear presence. In Denali National Park, where there are no trees for hanging food in much of the park, these containers have been loaned out at no charge to backpackers going into areas which have historically had the most problems. The containers have proven very effective in reducing bear-people conflicts, closure days and property damage, and visitor acceptance of the containers was very high (Dalle-Molle et al 1986). In Kluane National Park use of approved bear-resistant food containers is highly recommended by the Park Service on overnight backcountry trips. Portable bear-proof containers can be made from large diameter PVC pipe with capped ends.

With the exception of grey water pits (such as those being used successfully in Valhalla Provincial Park (M. Gall, pers. commun., 2001), no on-site garbage storage or disposal facilities will be provided for backcountry users. A policy of packing out all garbage should be enforced. Any attempts to use backcountry toilets as garbage dumps or burying of garbage will be prohibited through public information, signs and enforcement (see Appendix 3).

One of the most powerful attractants to bears are fish entrails, and leaving these on shore or packing them out both result in hazardous odours. If fires are permitted, complete incineration is the preferred method of disposal. In other areas, fish entrails should be disposed of by puncturing the air bladder and depositing them in deep water in the lake or stream from which they were taken (except where prohibited).

Hunters are encouraged, either through direct contact, media or signs, to remove gut piles or waste from the vicinity of popular use areas. Alternatively, protected area staff should be informed of kill site locations near hiking trails and campsites to avoid potential conflicts with scavenging bears (see also 4.2 Bear Warnings and Area Closures). In addition, concentrated feeds that hunters carry for pack animals and horses should be removed from backcountry areas or stored in bear-proof containers.



The Village of
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REPORT TO COUNCIL

Author: Heather Nelson-Smith
Date: July 27, 2009
Re: Large Wharf Fee Setting Bylaw

Further to the Council meeting of July 20, 2009 regarding the concern with the rates set by Council regarding the usage of the large wharf.

The rates set forth in front of Council were based on conversations and research into the other coastal communities that have barges loading and off loading. I spoke with the harbour authority president regarding rates and fee structures and the difference between those rates. I was given upon this research a benchmark of a per square foot rate for barges as they generally are offloading as much square footage as they have floor space, thus creating an increase in traffic weight. The rates started at \$0.40 per square meter to \$.80.

Some items of interest that were expressed to me were the concerns with some places having very low fees and the rate of recovery on those docks are very low, thus they are paying more in inspections than they are recovering in fees.

Also another discovery made when looking into this fee structure is that we have a very long wharf with a larger fee for inspection plus not to mention our remoteness to get some one here, I factored this into the \$.60 per square meter.

Ted Appleton, the Village's engineer on the substructure of the project advised Council that depending on the usage it would determine the rate of inspection, meaning if we allow larger vehicles to access the wharf the inspection rate can be as much as every 3 years, and if you reduce the load limit this changes by 2 years. Each inspection costs approximately \$12,000 not including any repairs that may have to be done.

We have a user that has expressed usage of 4 times per year bringing the fee to \$3823.44

Vessels not unloading or offloading have a rate per meter for the length of the vessel, if a barge were to tie up after loading and or offloading this rate would apply monthly at 12.20 per meter or daily at 2.20 per meter not exceeding what the cost would be monthly.

BA-5

July 29, 2009

Fees we have paid to D&E Towing for the following: Rates based on 2007 tender

Install:

Pile	\$1445.00
Cap	\$7400.00 includes material
Brace	\$570.00

Materials:

Braces	\$83.25 per lineal meter (each one cost \$470.00)
Pile	\$121.87 per lineal meter (Range from \$1100 to \$1900 per pile)

None of these prices include MOB or DEMOB

At the very end of the dock the cost for a pile material and install is \$3400.00 Plus tax and MOB

As for the question regarding coast guard, they will pay and their rate of pay is \$50.00 per day.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "C. Nelson-Smith", followed by a large, stylized flourish.

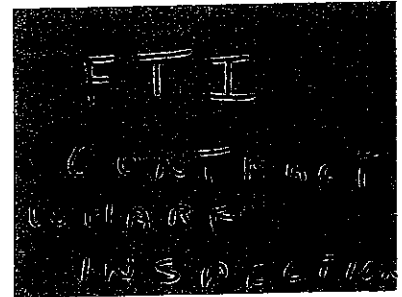
Service Agreement**Wharf Inspection****Contract Number 2992-D**

Between

Owner Village of Port Clements

And

Consultant Foreshore Technologies Inc.

**1.0 Services**

The Consultant is to complete the following tasks:

- 1) Sonic test all bearing piles in the ex-Transport Wharf at Port Clements B.C.(as per FTI proposal 2992-D)
- 2) Review repair items and check to see if repairs were completed (in the past) and note deficiencies.
- 3) Prepare a report on all of the findings.

Payment will be on a lump sum basis of \$12,050.00.

Additional work may be authorized such as coring and plugging timbers . These costs will be charged as per the attached fee and equipment rate schedule.

2.0 Commencement and Completion

- .1 The Consultant shall commence work as soon as possible.
- .2 Time is of the essence.

3.0 Permits, Certificates, Laws and Ordinances

- .1 The Consultant shall, at his own expense, procure all permits, certificates and licenses required of him by law for the execution of his work under this contract. The Consultant shall comply with all Federal, Provincial or Municipal laws, ordinances or rules and regulations relating to the performance of his work and in force during the duration of this contract.
- .2 The Consultant is required to give all required notices, comply with all local, municipal, provincial, and federal laws, ordinances, codes, by-laws, rules and regulations relating to the work.

- .3 All disposable materials are to be disposed of in an environmentally acceptable manner.

4.0 Insurance and WCB Coverage

- .1 Consultant is to provide proof of all necessary insurance and WCB coverage before commencing the work. Consultant shall maintain a minimum of \$2,000,000 (two million dollars) Commercial General Liability Insurance.
- .2 All work to be performed within WCB guidelines.

Work is to be completed by November 30, 2006 The work must be coordinated with the owner's representative to ensure cooperation with other consultants. A minimum of three days notice will be given by the owner when work can take place.

Owner

Terry Mc Mullon Date October 19, 2006

Consultant

K. J. L. Date OCTOBER 19, 2006

SCHEDULE OF FEES AND RATES

<u>Personnel</u>	<u>Per Hour</u>	<u>Per Day</u>	<u>Equipment</u>	<u>Per Day</u>
Principal	\$106.25	\$850.00	PEER System	\$750.00
Project Coordinator	\$93.75	\$750.00	Dive Equipment	\$300.00
Principal/Diver	\$106.25	\$850.00	Underwater Still Camera	\$100.00
Biologist/Diver	\$93.75	\$750.00		
Inspector/Diver	\$87.50	\$700.00	Project materials charged at cost plus 10%.	
Standby Diver	\$70.00	\$560.00		
Tender	\$58.75	\$470.00	Overtime Rates:.....	
A/W Inspector/Technician	\$58.75	\$470.00	>8 hrs &/or Saturday - 1½ x above rates;	
Wood Treatment Specialist	\$85.00	\$680.00	>12 hrs &/or Sunday - 2 x above rates.	
Draftsperson	\$58.75	\$470.00		
Administrative	\$40.00	\$340.00		

VILLAGE OF PORT CLEMENTS
BY LAW #368, 2009

**A BYLAW TO ESTABLISH FEES AND REGULATIONS FOR THE USE OF
THE PORT CLEMENTS WHARF**

A bylaw to establish fees, rates, charges and regulations for use of the Port Clements Wharf

WHEREAS the Village of Port Clements is permitted by the *Community Charter of British Columbia* to establish fees, rates and charges for providing the use of the Port Clements Wharf.

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

1. This bylaw may be cited as "Port Clements Wharf Fees for Use Bylaw No. 368, 2009"

READ A FIRST TIME THIS 19th DAY OF JANUARY, 2009

READ A SECOND TIME THIS 2nd DAY OF FEBRUARY, 2009

READ A THIRD TIME THIS 16th DAY OF FEBRUARY, 2009

RECONSIDERED AND FINALLY ADOPTED THIS 2nd DAY OF MARCH, 2009

Cory Delves,
Mayor

Heather Nelson-Smith,
Clerk/Treasurer

Certified to be a true copy of Bylaw
No. 368

Appendix "A"
Attached to By Law No. 368, 2009
FEES AND REGULATIONS FOR THE USE OF
THE PORT CLEMENTS WHARF

Berthage Fees for Barges:

Rates are based on area- Length x Width = Square area

Daily - \$.60 per Square Meter

Note: Barges loading and offloading must advise the Village office Monday through Friday 9:00am to 1:00pm 48 hours in advance of their intent to use the wharf for these purposes.

A charge of \$150.00 will be levied upon the user for weekend call outs.

Vessels

Monthly- \$12.20 per meter

Daily- \$2.20 per meter

Hydro for all vessels	Daily	Monthly
110V 15/20 A Service	\$3.00	\$38.00
220V 20A Service	\$5.00	\$60.00



The Village of
PORT CLEMENTS

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REPORT TO COUNCIL

Author: Erin Ryland
Date: July 29th, 2009
Re: Clarification on Purchase and Removal of 36 Park St Trailer

At the July 20th Council meeting, there was a motion to request a proposal for purchase and removal of the Park Street trailer, leaving the site reasonably clear. Upon review, the staff has a few questions to clarify Council's motion.

1. Staff recommends a sealed bid process with a starting price.
-Assessed value is \$30,100.00.
2. Removal costs should be factored.
i.e. Hydro disconnect and clearing the plumbing.
3. There are also items in the trailer. Are we going to include these items.
i.e. washer, dryer, fridge, furniture
4. Perhaps bid sheet should look like this:

TRAILER BID

Trailer including Removal/Clean-up	
Disconnect Electrical	-
Disconnect Plumbing	-
Furniture (optional)	
TOTAL BID	

Respectfully Submitted.

BA-6

PORT CLEMENTS VILLAGE OF

[M...]

Exception for heritage conservation purposes

Sub
Jan. 1/04

183.1 (1) A board may provide assistance for one or more of the purposes referred to in section 25 (2) [heritage assistance] of the *Community Charter*.

Sub
Jan. 1/04

(2) A board may, by an affirmative vote of at least 2/3 of the votes cast, provide assistance for the conservation of property referred to in section 25 (3) [heritage property assistance] of the *Community Charter*.

(3) The powers under this section are in addition to the power under section 176 (1) (c) [corporate powers – assistance] and apply despite section 182 [prohibition against assistance to business].

1999-37-49; 2003-52-192 (B.C.Reg. 465/2003).

Limitation on assistance by means of tax exemption

Sub
Jan. 1/04

184. As a limitation on sections 176 (1) (c) and 183, a board may provide a property tax exemption only in accordance with Division 4.4 [Tax Rates and Exemptions] of Part 24.

2003-52-193 (B.C.Reg. 465/2003).

Publication of intention to provide certain kinds of assistance

Am
Jan. 1/04

185. (1) A board must publish in a newspaper its intention to provide any of the following assistance:

- (a) disposing of land or improvements, or any interest or right in or with respect to them, for less than market value;
- (b) lending money;
- (c) guaranteeing repayment of borrowing or providing security for borrowing;
- (d) assistance under a partnering agreement.

(2) The notice must be published before the assistance is provided and must include

- (a) the intended recipient of the assistance, and
- (b) the nature, term and extent of the proposed assistance.

1998-34-36; 2003-52-194 (B.C.Reg. 465/2003).

Division 5 – Disposing of Land and Improvements

Disposition of land and improvements

Am
Jan. 1/04

186. (1) If a board intends to dispose of land or improvements, it must make the land or improvements available to the public for acquisition.

(2) Subsection (1) does not apply if the disposition is

- (a) to a not for profit corporation,
- (b) to a public authority,
- (c) to a person who, as part of the consideration for the disposition, will exchange land or an improvement with the regional district,
- (d) to a person under a partnering agreement that has been the subject of a process involving the solicitation of competitive proposals, or
- (e) a disposition of land to an owner of adjoining land for the purpose of consolidating the lands.

1998-34-36; 2003-52-195 (B.C.Reg. 465/2003).

Am
Jan. 1/04

Notice of proposed disposition

Am
Jan. 1/04

187. (1) A board intending to dispose of land or improvements must publish notice of its intention in a newspaper in accordance with subsection (2) or (3), as applicable.

(2) If the disposition is a disposition referred to in section 186 (2), the notice must include

- (a) a description of the land or improvements,
 - (a.1) the person or public authority who is to acquire the property under the proposed disposition,
- (b) the nature and, if applicable, the term of the proposed disposition, and
- (c) the consideration to be received by the regional district for the disposition.

Add
Sept. 28/99

Am
Jan. 1/04

Land Title System**Search Results**

For: [PA61468] [CATHCART, SUE (P)]

Jul 29, 2009

As Of: 09/07/29 09:45:51

09:45:52 AM

Folio: 20100002

Search by Title Displaying Current Information

Title Displayed

PRINCE RUPERT LAND TITLE OFFICE TITLE NO: M18251
DECLARED VALUE N/A FROM TITLE NO:
CROWN

APPLICATION FOR REGISTRATION RECEIVED ON: 29 DECEMBER, 1983
ENTERED: 30 DECEMBER, 1983

REGISTERED OWNER IN FEE SIMPLE:

VILLAGE OF PORT CLEMENTS
P.O. BOX 198
PORT CLEMENTS, B.C.

VOT 1R0

DETERMINABLE FEE SEE M18251

TAXATION AUTHORITY:

PRINCE RUPERT ASSESSMENT DISTRICT
VILLAGE OF PORT CLEMENTS

DESCRIPTION OF LAND:

PARCEL IDENTIFIER: 015-631-443
DISTRICT LOT 3040 QUEEN CHARLOTTE DISTRICT

LEGAL NOTATIONS: NONE

CHARGES, LIENS AND INTERESTS:

NATURE OF CHARGE

CHARGE NUMBER	DATE	TIME
---------------	------	------

UNDERSURFACE AND OTHER EXC & RES

M18252	1983-12-29	08:39
--------	------------	-------

REGISTERED OWNER OF CHARGE:

HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA
M18252

REMARKS: SEE M18251

SECTION 47 LAND ACT

POSSIBILITY OF REVERTER

M18253	1983-12-29	08:39
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REGISTERED OWNER OF CHARGE:

HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA
M18253

REMARKS: SEE M18251

"CAUTION - CHARGES MAY NOT APPEAR IN ORDER OF PRIORITY. SEE SECTION 28, L.T.A."

DUPLICATE INDEFEASIBLE TITLE: NONE OUTSTANDING

TRANSFERS: NONE

PENDING APPLICATIONS: NONE

*** CURRENT INFORMATION ONLY - NO CANCELLED INFORMATION SHOWN ***

Main Menu	Return			Search Again	Help ?
Print Only Current Title Info.			Print Current & Cancelled Title Info.		

Main Menu	Return				Help ?
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Search Again

Prince Rupert Land Title District

Search by: Title (QT) - display current info

Search Criteria: M18251

Submit	Reset
--------	-------

- d) Contractor **MUST** not have any delinquent accounts owed to the Village.
- e) Contractor **MUST** have current WCB coverage and Liability insurance (Appendix B)

Quotations will be evaluated based on the following:

- a) Price
- b) Equipment and experience and suitability
- c) Time frame of works

Contracting for works valued in excess of \$10,000.00 shall be done in the following means:

Tender

The Tender process is utilized when specifications and conditions to contract are known. The contract is built into the tender document.

Tenders will be evaluated on but not limited to the following:

- i) The lowest of any price may not necessarily be accepted.
- ii) Local preference will be given within 15% of the lowest bid
- iii) **MUST** have evidence of successful performance for similar works.
- iv) **MUST** not have any delinquent accounts owing to the Village.

OR

Request for Proposal

Requests for proposals are used for the purchase of goods, services, equipment and materials. R.F.P.'s are utilized when there are no specifications to work with, or when the Village is searching the marketplace for new and innovative ideas and has made a decision not to use specifications. A contract is formed after the successful proposal has been selected.

Request for Proposals will be evaluated on but not limited to the following:

- i) The lowest of any price may not necessarily be accepted.
- ii) Local preference will be given within 15% of the lowest bid
- iii) **MUST** have evidence of successful performance for similar works.
- iv) **MUST** not have any delinquent accounts owing to the Village.

All Tenders and RFP's will be opened by Council, reviewed by staff and approved by Council, not necessarily in the same meeting.

5. PURCHASING GOODS

Where possible the Village will endeavor to shop locally, where items can not be purchased in Port Clements the next closest Village on the Island shall be requisitioned.

a) Direct Acquisition:

Goods that have an estimated cost up to but not exceeding \$5,000.00 may be purchased directly from a local supplier by the Purchasing Department or by an employee who has authorization to expend funds.

b) Telephone Quotations:

Goods that have an estimated cost between \$5,000.00 and \$10,000.00 shall be sourced by the Purchasing Department by obtaining a minimum of three telephone quotations when possible.

c) Written Quotations: