



The Village of
PORT CLEMENTS
"Gateway to the Wilderness"

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

7:00 p.m. Regular Meeting of Council Monday, April 3rd, 2018

AGENDA

1. ADOPT AGENDA

2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS

D-1- Port Clements Moving Forward – Joan Hein

D-2- Crime Stats-- Cpl. Chris Kienzle and Sgt. Kevin Smith of the RCMP

3. MINUTES

M-1 – March 19th, 2018 Regular Council Meeting Minutes

M-2—March 20th, 2018 Special Council Meeting Minutes

4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS

(a) ADMINISTRATIVE BUSINESS ARISING

BA-1—(KELOWNA LETTER) Progress report on letter written in support of Kelowna's Cannabis Tax Share Initiative – CAO Ruby Decock

BA-2—(WHARF) Progress Report on getting Wharf in good serviceable conditions and getting the second set of figures for the lower load limits based on the previous engine report – CAO Ruby Decock

BA-3-- (NCLGA) Progress report on sending amended resolution to NCLGA – CAO Ruby Decock

BA-4-- (NEW WELL) Progress Report on approaching the Grant-writer to look into funding for a new well – CAO Ruby Decock

BA-5—(WATER LINES) Progress Report on approaching the Grant-writer to look into funding to replace the asbestos water lines on Tingley Street – CAO Ruby Decock

BA-6—(BUDGET) Progress Report on Increasing Boat Launch Budget – CAO Ruby Decock

BA-7—(PRIORITIES) Progress report on the Council's Public Works priorities and confirmed timelines -- CAO Ruby Decock

BA-8—(WEIGHT ROOM) Progress report on asking Chris Williams to look into funding for weight room upgrades— CAO Ruby Decock

BA-9—(SUPPORT LETTER) Progress report on support letter for the Edge of the World Music Festival Society for their application to NDIT for the Fabulous Festivals and Events Program – CAO Ruby Decock

BA-10—(CELLULAR SERVICE) Progress report on sending a letter to Minister Sims (cc'd Jennifer Rice, Telus and Bell) – CAO Ruby Decock

BA-11—(DISSAPOINTMENT LETTER) Progress report on sending letter to Minister Sims to express disappointment with CRTC response letter.

BA-12—(ALL-ISLAND MEETING) Progress report on request for meeting with all other communities on Island to attend an All-Community Meeting in Port Clements – CAO Ruby Decock

BA-13—(PCVFD 50th) Progress report on reimbursing up to \$1500 for the Port Clements Volunteer Fire Department's celebration of 50th Anniversary – CAO Ruby Decock

BA-14—(SUPPORT LETTER) Progress report on letter of support for Greyhound Alternative requested by Nathan Cullen, MP – CAO Ruby Decock

BA-15-- (RTC CLINIC) Progress Report for further information regarding the Clinic Addition – *CAO Met with Lease Manager and BCHES is to prepare and present a report -- Verbal Report - CAO Ruby Decock*

(b) PUBLIC WORKS BUSINESS ARISING

BA-16—(WATER RESERVOIRS) Progress Report on cleaning water storage reservoirs or hiring someone to clean them – PW Supervisor O'Donoghue

BA-17—(SWABBING) Progress Report on installing a new swabbing station at the 4" water line on Well 2 and the Water Treatment Plant and swab the line with the help of the PCVFD as recommended in the McElhanney report #6 - PW Supervisor O'Donoghue

BA-18—(SWABBING) Progress Report on presenting a plan, including a timeline, to Council on what would be required for swabbing the entire water distribution system in Port Clements -- PW Supervisor O'Donoghue

BA-19—(MOWER) Progress Report on researching price for a tractor attachment to mow ditches and/or look into options to outsource the work to a contractor – PW Supervisor O'Donoghue

BA-20—(SOCCER FIELD) Progress report on investigating proper equipment for the soccer field maintenance. Extend research to Prince Rupert area and at possible cost-sharing options with other communities. – PW Supervisor O'Donoghue

UB-1-- REQUEST FOR LAND TRANSFER – email from Randy & Gloria O'Brien

5. ORIGINAL CORRESPONDENCE

C-1—2018 Resolution and Report for Collection of Unpaid Bylaw Fines for LMLGA AGM – Kevin Creery, Protective Services, Whistler

6. FINANCE

F-1—Appreciation Gift From Northern Savings Credit Union

F-2—Draft 2018 Budget – CAO Decock

7. GOVERNMENT

8. NEW BUSINESS

NB-1- Haida Gwaii Commitment to Clean Energy – Council of Haida Nation

Recommended motion: THAT this item be tabled until administration is able to research the commitments, implications and timelines further.

9. REPORTS & DISCUSSIONS

R-1— Report on SPCA Meeting held on March 26th – Councillor Elizabeth Stewart

10. ACTION ITEMS

A-1 – see Action Items list.

11. QUESTIONS FROM THE PUBLIC & PRESS

12. IN-CAMERA

As per section 90(1)(c), 90(1)(g), and 90(1)(k)

13. ADJOURNMENT



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Email: cao@portclements.ca

Delegation to Council Application Form

Applicant Group/Individual Name: CONCERNED TAX PAYERS
Mailing Address: Box 164 PORT CLEMENTS
Telephone: 250-557-2426 Email: ljhein@telus.net

Subject of Delegation: PORT CLEMENTS MOVING FORWARD

Purpose of Delegation:

Please note that delegations regarding any aspect of an Official Community Plan or a zoning application are prohibited between the conclusion of a Public Hearing and the adoption of a Bylaw and may not come before Council at that time.

- ☐ Question for council
- ☐ Requesting information
- ☐ Requesting a letter of support
- ☐ Requesting funding

☒ Other (provide details): RAISE AWARENESS FOR
BUDGET CONSIDERATION

Contact Person (if different from above): JOAN HEIN
Telephone number: (same) Email: (same)

It is recommended that if an applicant has a deadline or specific time constraint then the applicant should make their delegation application to a Council Meeting that has at least one other Council Meeting occurring before this deadline.

Please note that your delegation may not be on the date requested due to prior commitments, staff resources or at the Chief Administrative Officers' discretion due to subject matter. Your delegation is not confirmed until it is approved by the CAO and you have been contacted by Village staff.

Council Meeting date requested: APRIL 2, 2013
Attending delegate (if different from above): _____

D-1

Delegation Requirements:

If approved the name of the delegation and its subject will be published in the Council Meeting Agenda, which is made available to the public and on our website. This is not optional and cannot be withdrawn from the public record.

If you wish to provide supporting documentation to be published in the Agenda, it must be provided to our office no later than **1:00 PM on the Wednesday prior to the Council Meeting**. After the Agenda's deadline the delegation must bring its supporting document to the Council Meeting for distribution. It is mandatory to bring 7 copies for Council and Staff

Delegation Rules at Council Meetings:

1. **The delegation has a 10 minute time limit for speaking to Council.** This limit is regardless of how many speakers the delegation presents as part of their delegation. This limit also includes time for any questions.
2. The presentation must be directed at Council in a respectful and collaborative manner. The meeting Chairperson will indicate who has the turn to speak and in what order: interrupting and talking over someone when they are speaking is strongly discouraged. Disrespectful and abusive language will not be tolerated.
3. **Do not expect an immediate answer or response to your delegation:** Council may refer to staff for more information or postpone it to another meeting for further consideration. Council reserves the right to make its decision in its own time and will not be pressed to a decision due to a delegate's deadline.

I understand and agree that I have been advised on the rules and requirements of a delegation to Council and I agree to these terms.

Name: JOAN HEIN
Date: MARCH 27, 2018
Signature: J Hein

For Office Use Only:

Date Application Received: March 29, 2018 Documents Submitted with Application: ☒
Application Received by: Elizabeth Cumming Signature: Elizabeth Cumming

☒ Approved

☐ Declined

☐ Other (please specify): _____

Council Meeting Appearance date of Delegation: April 3, 2018

Ruby Decock
Signature of Chief Administrative Officer

March 29, 2018
Signature Date

D-1

Moving Port Clements Forward

The failing logging industry should come as no surprise to anyone on council, this has been something that has been brewing for many years now. I recently received a brochure at the museum from March of 1996, reporting that the current logging practices were not sustainable. Why previous council were met with so much opposition to secondary industries for this village is not up for debate here. We are concerned where Port Clements is headed now and what council is prepared to do about it.

We have to move forward from being a single industry village, and develop opportunities that are in the best interest for our citizens. Council needs to take leadership action in actively pursuing alternate sources of revenue. There are 6 months left for this council and many things could be implemented in this time frame. Don't go down as the council that took no action.

We have the availability of MIEDS and their grant writer, so why is this being under-utilized? Both provincial and federal MP's should be consulted for additional assistance. All the infrastructure projects that have been put aside should be activated, hiring our local contractors who then hire our local citizens keeps these people from moving away seeking employment elsewhere. Let's get some pride back into our community!

Action for immediate relief for our laid off loggers should be top priority at our upcoming budget talks. The tourist season is here and although many scoff at this industry, they bring money and create employment. Over 4000 visitors were recorded at the Port Clements Museum and Visitor Center. This is a small number compared to the numbers recorded at the Visitors center in Queen Charlotte. Make the village more attractive to entice more traffic through the village. More traffic would offer more business opportunities and more employment.

The Village can create immediate employment opportunities by offering employment in assisting public works in cleaning up the road allowances, our parks, and the trails, and general maintenance within the village.

Approach the Regional District and see if anything can be done on beautifying our entrance onto Dyson Ave. Signage is needed. Work on the Cedar Ave West entrance to make it more attractive.

Small contract jobs would be available if council adopts a home façade program.

These are all small short term fixes but this will give employment while funding sources are found for the larger projects.

We have included a separate sheet of projects we feel are justified for employment opportunities.

Thank you for your time and we look forward to seeing what action council will take.

Concerned Taxpayers of Port Clement

Reporting rep: Joan Hein

Moving Ahead - Port Clements Initiatives

Item	Highest / Immediate Priority Items	Budget	Time Frame	Assumptions
1)	Hire (1) Permanent Part-time (25 hrs per week) Receptionist/Event Planner * 10 to 3 Mon-Fri (adjust days of work for Canada Day & weekend events)	\$ 20,000	Immediate - permanent	\$1,600 per mth
2)	Hire (2) Seasonal Landscape Workers (Full Time x 4 months) * Mowing, brush trimming trails and ditches	\$ 20,000	May 1st - Aug 31st	\$4,800 per mth (\$2,400 x 2)
3)	Hire (2) Seasonal Gift Store Employees (1 Full Time, 1 Part Time) * Gift Store Open 7 days per week 10-5	\$ 16,200	May 1st - Sept 15th	\$3,600 per mth (\$2,400 + \$1,200)
Highest / Immediate Priority Items - Total		\$ 56,200		
Item	High Priority Town Beautification & Attraction Items *May qualify for Grants	Budget	Time Frame	Assumptions
4)	Residential Frontage Beautification Rebate Initiative *Residents who spend \$1,000 improving their home receive a \$500 rebate	\$ 5,000	May 1st - June 15th	10 residences x \$500 each
5)	Improve Entrances to town (North & South) - Driftwood fencing *Driftwood Fencing with Opportunity to artistically design. Tender for RFP	\$ 15,000	May to June	'Hire on Island component' Regional District & Village Land
6)	Above-ground Outdoor Pool - securely installed and locked in Tennis Courts *Purchase of Pool, Hiring of Lifeguards and Maintenance Crews	\$ 50,000	June 1st - Aug 31st	Pool \$20,000, Lifeguards &
7)	SPCA Facility - Centrally located in Port Clements *Building of Animal enclosures, storage. May include hiring of Bylaw Officer, Maintenance Employee. Tender for RVP	\$ 70,000	Permanent Operating Costs-Annual	Building/Enclosures \$30,000 Land donation \$10,000 Bylaw/Maintenance \$30,000
8)	Walking/Bike Path - Bayview Drive *Could expand to Bike Paths - North and South Highway Directions	\$ 10,000	May to June	'Hire on Island Component'
High Priority Town Beautification & Attraction Items - Total		\$ 150,000		

2-1

DI

Item	Large / Long Term Planning Projects - to Attract and Grow Port Clements	Budget	Time Frame	Assumptions
9)	Building on Affordable Housing (M. Snow) Develop Community Park:			Seek Provincial and Federal Funding - Grants, Tender for RFP
a)	Industrial Kitchen - Food Safe			
b)	Community Greenhouse(s) and Gardens			
c)	Shower / Laundromat - Coin Operated			
d)	Ranger and First Responder Training Centre			
e)	Business Incubator offices			
f)	Central Emergency Evacuation Site for Port, Tlell and Masset			
10)	Start Up Business Offerings (Village to Hire Research/Grant Opportunities):			Seek Provincial and Federal Funding - Grants, Tender for RFP
a)	Misty Island Bottled Water - Juskatla water (or other location)			
b)	Haida Gwaii Tree Nursery - island tree growing (non-modified)			
c)	Derelict Vehicles transformed to Art and/or recycled goods, materials			
d)	Recycling Depot Facility - explore Machinery to transform recycle materials to insulation and other goods			
e)	Seniors Residential Facility			
f)	Transportation (Uber style)			
g)	Remote Data Processing Work - Advertise / Attract Employment & Contracts			
h)	House Boat Industry - expand Small Craft Harbour			
i)	Furniture Building and other secondary wood products			
j)	Aquatic Enterprises - kelp growing			



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Email: cao@portclements.ca

Delegation to Council Application Form

Applicant Group/Individual Name: RCMP
Mailing Address: Masset RCMP 2042 Collison Ave. Masset BC V0T1M0
Telephone: 250-626-3991 **Email:** chris.kienzle@rcmp-grc.gc.ca

Subject of Delegation: Crime Stats

Purpose of Delegation: Annual Performance Planning and areas of focus. Meet and greet with new detachment command.

****Please note that delegations regarding any aspect of an Official Community Plan or a zoning application are prohibited between the conclusion of a Public Hearing and the adoption of a Bylaw and may not come before Council at that time.****

- ☒ Question for council
☐ Requesting information
☐ Requesting a letter of support
☐ Requesting funding
☐ Other (provide details): _____

Contact Person (if different from above): _____
Telephone number: _____ **Email:** _____

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Please note that your delegation may not be on the date requested due to prior commitments, staff resources or at the Chief Administrative Officers' discretion due to subject matter. Your delegation is not confirmed until it is approved by the CAO and you have been contacted by Village staff.

Council Meeting date requested: 2018-04-02⁰³ (This coming Tuesday)
Attending delegate (if different from above): Cpl. Chris KIENZLE and Sgt. Kevin SMITH

Delegation Requirements:

If approved the name of the delegation and its subject will be published in the Council Meeting Agenda, which is made available to the public and on our website. This is not optional and cannot be withdrawn from the public record.

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3. Do not expect an immediate answer or response to your delegation; Council may refer to staff for more information or postpone it to another meeting for further consideration. Council reserves the right to make its decision in its own time and will not be pressed to a decision due to a delegate's deadline.

I understand and agree that I have been advised on the rules and requirements of a delegation to Council and I agree to these terms.

Name: Cpl. Chris KIENZLE
Date: 2018-03-29

Signature: _____

For Office Use Only:

Date Application Received: Mar. 29, 2018 Documents Submitted with Application: NO
Application Received by: Elizabeth Cumming Signature: _____

☒ Approved

☐ Declined

☐ Other (please specify): _____

Council Meeting Appearance date of Delegation: April 3rd, 2018

Signature of Chief Administrative Officer

Signature Date

D-2



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Minutes of the regular meeting of the Port Clements Council held Monday, March 19, 2018 in Council Chambers.

Present:

Mayor Urs Thomas
Councillor Charleen O'Brien Anderson
Councillor Doug Daugert
Councillor Brigid Cumming
Councillor Elizabeth Stewart

Intern Elizabeth Cumming
Consultant Bob Lafleur

Regrets CAO Ruby Decock

Members of the Public and Press Present: Manzanita Snow, Marilyn Bliss, Maureen Bailey, Bev Lore, and Aaron Cunningham.

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

1. ADOPT AGENDA.

2018-066 – Moved by Councillor O'Brien Anderson, seconded by Councillor Daugert
THAT Council adopts the agenda with the amendment that NB-1, NB-2 and an In Camera Session be included.
CARRIED

2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS.

3. MINUTES.

M-1— March 5, 2018 Regular Council Meeting minutes
2018-067 – Moved by Councillor Daugert, seconded by Councillor Stewart
THAT Council adopts the March 5, 2018 Regular Council Meeting Minutes as presented.
CARRIED

4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS.

(a) ADMINISTRATIVE

BA-1 to BA-9— Progress Reports by CAO Decock – Verbal Report Provided by Intern Cumming due to Medical Leave of CAO

(b) PUBLIC WORKS (report attached addressing B-10-B-14)

BA-10 to BA-14—Progress Reports –PW Supervisor O'Donoghue
2018-068 – Moved by Councillor O'Brien Anderson, seconded by Councillor Stewart
THAT Council receives the reports.
CARRIED

M-1

BA-14—(SOCCER FIELD) Progress report on Investigating proper equipment for the soccer field maintenance – PW Supervisor O'Donoghue

2018-069—Moved by Councillor O'Brien Anderson, seconded by Councillor Stewart

THAT staff look into pricing for equipment in Prince Rupert and to look at other Communities for possible cost sharing options.
CARRIED

5. ORIGINAL CORRESPONDENCE

C-1 – Request for Funding for the Port Clements Fire Department 50th Anniversary – Teri Kish

2018-070 – Moved by Councillor O'Brien Anderson, seconded by Councillor Stewart

THAT Council receives this request.

CARRIED.

2018-071—Moved by Councillor Daugert, seconded by Councillor Cumming

THAT Council reimburses expenses (expenses provided by receipts), for up to \$1500 from the 2018 Grants in Aid Budget to celebrate their 50th Anniversary.

CARRIED

C-2—Greyhound Service – Request for Support for calling on Federal Government to Provide Long-term solution for termination of Greyhound service in the Northwest – Nathan Cullen

2018-072—Moved by Councillor Cumming, seconded by Councillor Stewart

THAT Council sends a letter of support for some alternative to the termination of the passenger service is provided and to include a paragraph suggesting that they look at eliminating any subsidies or exclusive rights to routes that Greyhound may have received for these routes and passenger service.

CARRIED

C-3—Request for Land Transfer – email from Randy & Gloria O'Brien

2018-073—Moved by Councillor Cumming, seconded by Councillor Daugert

THAT this be tabled to the April 3rd, 2018 Council Meeting.

CARRIED

6. FINANCE

7. GOVERNMENT

8. NEW BUSINESS

NB-1 – Forestry Issues – Councillor O'Brien Anderson

2018-074—Moved by Councillor Daugert, seconded by Councillor Stewart

THAT Council holds a meeting to draft a letter of their position to send off to the relevant parties, and to ask for a meeting ASAP, at 1:00 PM, March 20th, 2018 in Council Chambers.

CARRIED

NB-2—Paving – Mayor Thomas

2018-075 – Moved by Mayor Thomas, seconded by Councillor O'Brien Anderson

THAT Council includes paving in the 2018 Strategic Planning.

CARRIED

9. REPORTS & DISCUSSIONS

Councillor O'Brien Anderson: She is concerned about the negativity and desperation in the Village and encourages more community members vocalizing their concerns with recent events.

Councillor Cumming: She had a teleconference with Lance McDonald (Telus) on March 12 and will have info at the end of March to mid-April. Saw the Facebook discussion on the dog situation. She did not attend the Strategic Planning Meeting. There is a SPCA Meeting on March 26 at the Dixon Maritime Museum to support an Animal Shelter funded by the Local Governments. She could not go to the VIRL Meeting due to transportation issues.

Councillor Daugert: He also attended the teleconference with Lance McDonald. He attended the Strategic Planning session and participated in budgeting. He received and reviewed a draft letter from Janine North to go to Sharon Hedway as a Director.

Councillor Stewart: She went to the Gwaii Communication meeting in Tlell with Councillor O'Brien Anderson and CAO Decock to discuss high-speed internet. She attended the Strategic Planning Meeting. She will attend the SPCA meeting on March 26 to advocate for it.

Mayor Thomas: He attended the teleconference telus update – there are two options: a tower at a new site or a tower at an existing Telus building in Port. Attended the Gwaii Communication meeting. Attended the Strategic Planning Meeting. He will also be going to the Regional District meeting on April 20-21st, 2018 and the Northern Health meeting on March 28th (1-4pm).

Intern Cumming: Busy office with the CAO on unexpected medical leave. It is interesting to work around limitations from it.

Consultant Lafleur: Nothing to report.

10. ACTION ITEMS

11. QUESTIONS FROM THE PUBLIC & PRESS

Marilynn Bliss: *Can Council consider hiring an Event Planner for Canada Days?*

Council: *We will talk about it at Strategic Planning. Can the Recreation Commission begin advertising for volunteers for Canada Days?*

Marilynn Bliss: *Yes.*

Bev Lore: *Do the Mennonites have the equipment for the soccer field?*

Council: *No, they do not. We also may have the only aerator on-Island.*

Bev Lore: *Can Council think about hiring a consultant for Economic Development for our Community?*

Council: *We have previously looked at economic development options in our Community, but we can reach out to studies and contact MIEDS about this issue.*

12. Adjourn to In Camera as per section 90(1)(g) of the Community Charter

2018-076—Moved by Mayor Thomas, seconded by Councillor Cumming

THAT the Council Meeting recess for 10 minutes at 8:26 PM before moving In Camera.

CARRIED.

ADJOURNMENT

2018-077 – Moved by Councilor Stewart

THAT the meeting be adjourned at 9:11 PM.

CARRIED

Urs Thomas
Mayor

Elizabeth Cumming
Intern

M-1



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Minutes
Of the Special Council Meeting held on March 20, 2018 in Council Chambers.

Present:

Mayor Urs Thomas
Councillor Charleen O'Brien Anderson
Councillor Doug Daugert
Councillor Brigid Cumming
Councillor Elizabeth Stewart

Intern Elizabeth Cumming

Mayor Thomas called the meeting to order at 1:02 PM

2018-078—Moved by Councillor Cumming, seconded by Councillor Daugert
THAT Council waives notice requirements for this Special Meeting per Community Charter 127(4)
CARRIED (UNANIMOUS)

1. ADOPT AGENDA.

2018-079—Moved by Councillor Stewart, seconded by Councillor O'Brien Anderson
THAT Council adopts the Agenda as presented.
CARRIED

2. Business Arising

BA-1— Council drafts a letter of their position regarding current forestry issues to send off to the relevant parties and to ask for a meeting ASAP.

2. ADJOURN

2018-080—Moved by Mayor Thomas
THAT Council adjourns the meeting at 1:56 PM.
CARRIED

Mayor Urs Thomas

Intern Elizabeth Cumming

M-2



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PROGRESS REPORT TO COUNCIL

Author: Ruby Decock, CAO
Date: March 28, 2018
Re: Business Arising Progress Report

Background: This is the progress report on how Administration has been working on passed Council resolutions that were directed to the CAO to attend to. In the last two months progress has been impacted by the attendance of training conferences that left only one person in the office for a two week period (alternating between the CAO and Intern) from February 5th to February 21st inclusive, followed by the CAO's recent medical leave from March 13th – 23rd inclusive.

(2018-005) Council write letter in support of City of Kelowna's initiative (50% of provincial share of cannabis tax be provided to local governments)

The letter has been sent and this item is completed unless a response is received.

(2018-013) THAT Council agrees to spend the amount as quoted in the Report to Council to get the Wharf in good serviceable conditions and in order to get the second set of figures for the lower load limits based on the same considerations in the way it is written in the original report on the Rainbow Wharf.

The CAO sent an email to the Engineer on February 6th, 2018. The Engineer was out of the office until February 23rd. The CAO contacted the Engineer on March 1st and March 27th for an update. No new information was received until March 28th when an email was received. The Engineering Firm does not have time to look at the work and does not know when they will. They suggest that if we wish to use another engineering firm we can.

BA 1 to 14

(2018-020) THAT Council sends an amended resolution to the NCLGA before the February 9th, 2018 deadline.

The letter was sent and this item is completed.

(2018-026) THAT staff approaches the MIEDS Grant-writer to look into funding for a new well.

The MIEDS Grant-writer, Chris Williams, has been approached and a quote sent to him. He will be contacting the company regarding specifics of the quote.

(2018-027) THAT staff approaches the MIEDS Grant-writer to look into funding to replace the asbestos water lines on Tingley Street.

The MIEDS Grant-writer, Chris Williams, has been approached and informed.

(2018-028) THAT the 2018 Capital Budget for the Boat Launch improvements be increased to \$10,000.

This has been increased in the draft budget. This item is completed.

(2018-037) THAT the CAO look at the above priorities and confirmed timelines back to the Public Works' Committee and to Council at the next Public Works' Committee Meeting and the next Council Meeting. (In regards to Feb 5th meeting with the motions made directing public works).

This is subject to Strategic Planning and commitments and is still in progress.

(2018-038) That Chris Williams be asked to look into funding for weight room upgrades ASAP

The MIEDS Grant-writer, Chris Williams, has been approached and information sent.

(2018-044) THAT Council supports the application to NDIT from the Edge of the World Music Festival Society for a grant of up to \$5,000 for the 2018 Edge of the World Music Festival from the Fabulous Festivals and Events Program

The support letter has been sent. This item is completed.

(2018-047) THAT staff sends a letter to Minister Sims including the CRTC response letter and Council's disappointment with it, and that it is CC'd to our MLA Jennifer Rice, Telus and Bell.

The letter has been sent and this item is completed.

BA1 to 14

(2018-052) THAT Council requests a meeting with all the other communities on Island to attend an All-Community Meeting in Port Clements, as soon as it can be arranged by the CAO.

The CAO requires more specific information from Council that she can present to the other communities: agenda, intent, what outcomes/expectations are to come out of this meeting.

(2018-071) THAT Council reimburses expenses (expenses provided by receipts), for up to \$1500 from the 2018 Grants in Aid Budget to celebrate their 50th Anniversary.

A letter was sent to the Fire Department notifying them of this reimbursement and its condition. The Office is waiting for the event to occur and for the receipts to be provided so that the allocated funds can be claimed.

(2018-072) THAT Council sends a letter of support for some alternative to the termination of the passenger service is provided and to include a paragraph suggesting that they look at eliminating any subsidies or exclusive rights to routes that Greyhound may have received for these routes and passenger service.

The letter has been sent and this item is completed.

Respectfully submitted:

A handwritten signature in dark ink, appearing to read "Ruby Decock". The signature is fluid and cursive, with the first name "Ruby" written in a larger, more prominent script than the last name "Decock".

CAO Ruby Decock

Ruby Decock

From: Randy O'Brien <randy@obrienlogging.com>
Sent: March-14-18 12:47 PM
To: cao@portclements.ca; Urs Thomas; Doug Daugert; 'Elizabeth Stewart'; Brigid Cumming; c.obrienanderson@portclements.ca
Subject: #50 Yakoun St.

Hello Mayor & Council,

We would like to apply to the village to transfer ownership of the strip of land which goes over the easement at #50 Yakoun St. This small portion of the property has been enjoyed as a lawn for well over 20 years by the previous owner and us. The reason we would like the permission to do so is so we can fence the yard to get back some privacy from the public trail which was installed by the village last year and also because we wish to extensively landscape the yard further with flowers and shrubs and need a barrier between the deer population and the plants. We will pay for the costs of the fence and the survey required. We hope to hear from you soon.

Thank you,

Randy & Gloria O'Brien

UB-1

Hello,

Please find a letter attached for Mayor/Council with the 2018 resolution and background report for the collection of unpaid bylaw fines for LMLGA AGM.

Thank you.

Kevin Creery

PROTECTIVE SERVICES PLANNING ANALYST

Protective Services

RESORT MUNICIPALITY OF WHISTLER

4325 Blackcomb Way

Whistler, B.C. V0N 1B4

TEL: 604-935-8166

E-MAIL: kcreery@whistler.ca

WEBSITE: www.whistler.ca

Whistler was the proud Host Mountain Resort for the 2010 Olympic and Paralympic Winter Games

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THE RESORT MUNICIPALITY OF WHISTLER

4325 Blackcomb Way TEL 604 932 5535
Whistler, BC Canada V0N 1B4 TF 1 866 932 5535
www.whistler.ca FAX 604 935 8109

Lower Mainland LGA
60-10551 Shellbridge Way
Richmond, BC V6X 2W9

File: 4700.50

Sent via email

March 23, 2018

Re: 2018 Resolution – Collection of Unpaid Bylaw Fines

Please be advised that the Resort Municipality of Whistler submits the following resolution for the 2018 LMLGA Annual General Meeting:

**Collection of unpaid bylaw fines
Resort Municipality of Whistler**

WHEREAS municipalities loses a significant amount of non-tax revenue annually because of unpaid bylaw fines;

AND WHEREAS non-tax revenue sources such as a bylaw fines help offset costs to municipal services and reduce the property tax burden on residents.

AND WHEREAS the current methods available to Municipalities for the collection of bylaw fines are slow, expensive and labor intensive;

AND WHEREAS the collection of bylaw fines with the cooperation of the Province and the Insurance Corporation of BC will ensure prompt payment of any unpaid bylaw fines;

THEREFORE BE IT RESOLVED that the Union of BC Municipalities request that the Province and the Insurance Corporation of BC collect outstanding bylaw fines on behalf of municipalities at the time of auto insurance and/or driver's licence renewal.

The background report: Collection of unpaid bylaw fines is included for your information.

Thank you.

Original Signed on file

Kevin Creery
Protective Services Planning Analyst



REPORT | ADMINISTRATIVE REPORT TO COUNCIL

PRESENTED: March 20, 2018 **REPORT:** 18-029
FROM: Corporate and Community Services **FILE:** 4700.50
SUBJECT: LOWER MAINLAND LOCAL GOVERNMENT ASSOCIATION – RESOLUTION
FOR CONSIDERATION – COLLECTION OF UNPAID BYLAW FINES

COMMENT/RECOMMENDATION FROM THE CHIEF ADMINISTRATIVE OFFICER

That the recommendation of the General Manager of Corporate and Community Services be endorsed.

RECOMMENDATION

That Council approve the draft resolution attached to this report as Appendix "A" to be sent to the Lower Mainland Local Government Association regarding the collection of unpaid bylaw fines; and

That Council endorse that a letter be sent to the Insurance Corporation of BC regarding the collection of unpaid bylaw fines in response to the Insurance Corporation of BC Rate Fairness Survey.

REFERENCES

Appendix "A" – Draft LMLGA 2018 resolution

"B" – Draft letter to ICBC Rate Fairness Survey

PURPOSE OF REPORT

The purpose of this Report is to provide Council with a proposed resolution to be submitted by the Resort Municipality of Whistler (RMOW) for consideration by the Lower Mainland Local Government Association (LMLGA) at their annual conference taking place May 9 to 11, 2018. Council is also asked to consider sending a proposed letter to the Insurance Corporation of BC (ICBC) regarding the collection of unpaid bylaw fines in response to the ICBC Rate Fairness Survey.

DISCUSSION

COLLECTION OF UNPAID BYLAW FINES

Staff have discussed the limited options available to local governments to collect unpaid bylaw fines during the development of the Bylaw Notice Enforcement Bylaw. Collection of unpaid bylaw fines is a significant issue for local governments in British Columbia. The Union of BC Municipalities (UBCM) has raised concerns in the past with the Province regarding collection of unpaid fines. The City of Vancouver has close to 6 Million dollars in unpaid fines as of 2016. Unpaid bylaw fines are an issue relevant to a number of local governments in British Columbia.

If bylaw fines are unpaid after 90 days, staff can send the unpaid fines to collection agencies. The collection agencies split the fines recovered by taking a percentage of the unpaid fine amount. There is no guarantee that the fines will be collected by a collection agency.

Under Sections 260 to 262 of the *Community Charter*, municipalities have broad authority to recover unpaid amounts, including prosecution and enforcement by civil court proceedings. Small claims court is an option as well and a payment hearing through the courts can be arranged to require a debtor to repay any unpaid bylaw fines. Staff can file payment hearing requests online but they still have to serve the debtor in person which adds to costs. These payment hearings have to be filed individually and this process takes 2-3 days of staff time to complete including attending the payments at the North Vancouver courts.

If a person has multiple parking tickets and does not pay their fines, bylaw staff can request that the vehicle is towed if the vehicle is parked on public property. The person would then owe the tow fee to recover their vehicle.

Staff would like to request that ICBC collect any unpaid bylaw fines on behalf of municipalities at the time of auto insurance or driver's licence renewal. This would lead to more bylaw fines being collected and would increase the non-tax revenue for the municipalities. A revenue sharing agreement with ICBC could be entered into where the revenue from collected unpaid bylaw fines would be shared between ICBC and the municipalities. This would ensure that there is some revenue generation for ICBC and also there would be no additional financial burden on ICBC with the proposed changes. Another option would be that ICBC charge an administration fee to cover costs that the debtor would pay at the time of insurance or driver's licence renewal.

ICBC currently has a "Rate Fairness" survey that the RMOW can provide comments regarding our above request. Staff has drafted a letter in Appendix B to suggest the above request as an official comment from the RMOW in the "Rate Fairness" survey.

The purpose of submitting this resolution to LMLGA and letter to ICBC is to collect any unpaid bylaw fines. The LMLGA conference is May 9-11, 2018 in Whistler. Deadlines for resolutions to LMLGA is March 23, 2018.

Based on the above, and in accordance with the LMLGA's submission requirements for resolutions, Staff have prepared a draft resolution for Council's consideration attached in Appendix A. A draft letter to ICBC from the Mayor is attached in Appendix B.

WHISTLER 2020 ANALYSIS

W2020 Strategy	TOWARD	
	Descriptions of success that resolution moves us toward	Comments
Finance	Resort community partners work together to identify shared spending priorities, share resources, and leverage funds and financing opportunities.	There is an opportunity for an increase in non-tax revenue in collecting unpaid bylaw fines.

The draft resolution and letter to ICBC does not move our community away from any of the adopted Whistler2020 Descriptions of Success.

OTHER POLICY CONSIDERATIONS

None.

BUDGET CONSIDERATIONS

There are no budget considerations.

SUMMARY

Collecting unpaid bylaw fines through ICBC would help improve bylaw compliance and increase non-tax revenue. The purpose of submitting the LMLGA resolution and letter to ICBC is to collect unpaid bylaw fines owed to BC municipalities including the RMOW.

Respectfully submitted,

Kevin Creery

PLANNING ANALYST

PROTECTIVE SERVICES

For

Norm McPhail

GENERAL MANAGER OF CORPORATE AND COMMUNITY SERVICES

C-1

APPENDIX A – Draft LMLGA 2018 Resolution

COLLECTION OF UNPAID BYLAW FINES

WHEREAS municipalities lose a significant amount of non-tax revenue annually because of unpaid bylaw fines;

AND WHEREAS non-tax revenue sources such as a bylaw fines help offset costs to municipal services and reduce the property tax burden on residents;

AND WHEREAS the current methods available to Municipalities for the collection of bylaw fines are slow, expensive and labor intensive;

AND WHEREAS the collection of bylaw fines with the cooperation of the Province and the Insurance Corporation of BC will ensure prompt payment of any unpaid bylaw fines;

THEREFORE BE IT RESOLVED that the Union of BC Municipalities request that the Province and the Insurance Corporation of BC collect outstanding bylaw fines on behalf of municipalities at the time of auto insurance and/or driver's licence renewal.



THE RESORT MUNICIPALITY OF WHISTLER

4325 Blackcomb Way
Whistler, BC Canada V0N 1B4
www.whistler.ca

TEL 604 932 5535
TF 1 866 932 5535
FAX 604 935 8109

ICBC Rate Fairness Survey

Sent via email:

citizenengagement@gov.bc.ca

March 20, 2018

David Eby
Attorney General of BC

Dear Minister Eby,

Thank you for the opportunity to comment on the ICBC Rate Fairness Survey.

The Resort Municipality of Whistler (RMOW) would like to offer a solution to generate some additional revenue for the Insurance Corporation of BC (ICBC). Municipalities lose a significant amount of non-tax revenue annually because of unpaid bylaw fines. Non-tax revenue sources such as bylaw fines help offset costs to municipal services and reduce the property tax burden on residents. The collection of bylaw fines with the cooperation of the Province and the Insurance Corporation of BC will ensure prompt payment of any unpaid bylaw fines. We request that the Province and the Insurance Corporation of BC change legislation to allow ICBC to collect outstanding bylaw fines at the time of auto insurance or driver's licence renewal.

A revenue sharing agreement with ICBC where the collected unpaid bylaw fines would be shared between ICBC and the municipalities would be beneficial to each organization. In addition, ICBC could charge an administration fee to debtors to recover any costs associated with collecting unpaid bylaw fines.

Partnering with the Province and ICBC to recover unpaid bylaw fines would help generate some additional non-tax revenue for both ICBC and Municipalities to ensure rate fairness. We would be happy to discuss our request further with the Province and ICBC at your convenience.

Sincerely,

Mayor
Nancy Wilhelm-Morden
Resort Municipality of Whistler

C-1

A T H A N K Y O U
Gift for you!

Dear Village Of Port Clements:

Thank you for being a loyal Northern Savings Member.

Based on your financial dealings with us, and as a token of our appreciation, we would like to offer you a \$ 50.00 gift.

You have two options for your \$ 50.00 gift, a gift for you or a gift to give. Simply detach the gift card you wish to use, and stop by your branch to claim* your gift. If you can't drop by you can email us at info@northsave.com or give us a call at 250.626.5231.

*Must be claimed by August 31, 2018


NORTHERN SAVINGS
www.northsave.com

#75

OPTION #1

A gift for you
Use the funds for whatever you please - transfer them to a loan, save for a rainy day, or treat yourself and a friend to lunch; the choice is yours!

DEPOSIT

#75

OPTION #2

Give a gift
Choose one of these local charities and Northern Savings will match your donation! (no tax receipt will be generated)

- ☐ Halda Gwell Healthy Communities Society
- ☐ SPCA
- ☐ Success by 6

DONATE

	A	B	E	F	G	H	I	J	K	L
1	Account #	Description	2017	2017	2018	2019	2020	2021	2022	
2		Draft 3, March 26, 2018								
3	10-1-11-00-00	Property Tax - Municipal	127049	127000	127000	127000	127000	127000	127000	
4		TOTAL TAXES	127049	127000	127000	130175	133427	136762	140000	5 year plan shows a COLA of 2.5% or \$18.00/household
5										
6	10-1-21-00-00	Grant in Lieu - Federal	1068	1300	1300	1300	1300	1300	1300	
7	10-1-24-00-00	Grant in Lieu - Hydro	5511	4700	5400	4700	4700	4700	4700	
8	10-1-27-00-00	Grant in Lieu - Telus	1405	1500	1800	1500	1500	1500	1500	
9		TOTAL PAYMENT IN LIEU OF TAXES	7984	7500	8500	7500	7500	7500	7500	
10										
11	10-1-41-10-10	Sales - Faxes	360	250	300	250	250	250	250	
12	10-1-41-10-00	Sales - Photocopies	580	600	600	600	700	700	800	
13	10-1-41-10-20	Sales - Tax Searches & Commissioner	765	450	650	450	500	500	550	
14	10-1-42-10-00	Misc. - Fire Protection Agreement	750	450	450	450	450	450	450	
15	10-1-44-10-00	Sales - Garbage Tags	0	50	50	50	50	50	50	
16	10-1-71-10-00	Misc. Rec Commission Revenue	5600	4000	4000	4000	4000	4000	4000	
17	10-1-12-99-99	Sales - Village Property	0	0	0	0	0	0	0	
18	10-1-32-10-00	Taxes - School Tax Admin Fee	2123	2100	2100	2100	2100	2100	2100	
19	10-1-53-10-20	Rental - Weight Room	2060	1850	2000	1850	1900	1900	1950	
20		TOTAL SALES OF SERVICE	12238	9750	10150	9750	9950	9950	10150	
21										
22	10-1-51-20-00	Sales - Business Licenses	1650	1400	1600	1400	1450	1450	1500	
23	10-1-53-10-10	Rental - Gym	300	0	150	0	0	0	0	
24	10-1-53-10-30	Rental - Ambulance	6700	6600	6600	6600	6600	6600	6600	
25	10-1-53-10-40	Dog Tag Revenue	585	0	0					
26	10-1-53-10-50	Rental - St. Mark's Church	260	100	100	125	150	175	200	
27	10-1-53-10-70	Rental - Shoreline Park RV	7280	6000	6000	6500	7000	7000	7500	
28	10-1-53-10-80	Rental - CBC Site	900	900	900	900	900	900	900	
29	10-1-53-20-00	Rental - Clinic	8488	8400	8400	8400	8400	8400	8400	
30	10-1-53-20-10	Garbage Admin	3680	3500	3500	3500	3500	3500	3500	
31	10-1-51-70-00	Biomass recovery	12000	10000	10000	10000	10000	10000	10000	
32	10-1-56-10-00	Property Tax Penalties	6000	6000	6000	6000	6000	6000	6000	
33	10-1-56-10-10	Property Tax Arrears Interest	1200	1200	1200	1200	1200	1200	1200	
34	10-1-56-10-15	Delinquent Tax Interest	600	600	600	600	600	600	600	
35	10-1-59-90-40	MIA Dividends	0	0	0	0	0	0	0	
36	10-1-59-90-00	Interest Revenue	35000	40000	35000	40000	40000	40000	40000	
37	10-1-59-90-01	Rainbow Wharf Revenue	6700	6500	6500	6500	7000	7000	7500	
38	10-1-59-90-10	Small Craft - Electricity Revenue	10000	6500	6500	6500	7000	7000	7500	
39	10-1-59-90-20	Small Craft - Fee for Use	33000	20000	24000	20500	21000	21500	22000	
40		TOTAL REVENUE FROM OWN SOURCES	134343	117700	117050	118725	120800	121325	123400	

	A	B	E	F	G	H	I	J	K	L
1	Account #	Description	2017	2017	2018	2019	2020	2021	2022	
41										
42	10-1-53-10-11	MPBC Library Revenue	10200	10200	10200	10200	10200	10200	10200	
43	10-1-53-10-12	MPBC Space rental	3400	2750	2750	2900	3100	3200	3300	
44		TOTAL MULTI PURPOSE BUILDING RENTAL	13600	12950	12950	13100	13300	13400	13500	
45										
46	10-1-62-10-00	Grants - Small Community Protection	386064	386000	386000	375000	375000	375000	375000	
47		TOTAL UNCONDITIONAL TRANSFERS	386064	386000	386000	375000	375000	375000	375000	
48										
49	10-1-59-10-10	Misc. - NSF & Sundry Charges	10	25	25	25	25	25	25	
50	10-1-59-10-00	Misc. - Donations	475	100	100	100	100	100	100	
51	10-1-59-10-20	Miscellaneous	4900	500	500	500	500	500	500	
52	10-1-89-10-30	Grants - GT - Christmas	10000	10000	10000	10000	10000	10000	10000	
53	10-1-75-10-00	Misc. Grants (20 NDI, 30 asset mgmt)	90000	90000	50000	300000 for wharf			see line 140 - next Council	
54	10-1-89-10-90	GT Community Events program	5000	5000	5000	5000	5000	5000	5000	
55	10-1-89-10-95	Coast Sustainability Trust Concession Stands		0	0	0	0	0	0	
56	10-1-89-10-70	NDI Proposal Writer		0	0	0	0	0	0	
57		NDI Business Façade		0	25000	25000	25000	25000	25000	
58		GT Trail		0	0	0	0	0	0	
59	10-1-89-00-00	Community Works Fund (biomass)		0	0	0	0	0	0	
60		NDI Economic Development funding	50000	50000	50000	50000	50000	50000	50000	
61		Small Craft Projects	0	0	0	0	0	0	0	
62		TOTAL UNCONDITIONAL TRANSFERS	160385	155625	140625	390625	90625	90625	90625	
63										
64	10-1-92-10-00	Transfers From Reserves	0		89455	0	0	0	0 to balance budget	
65		Transfer from Deferred Revenue		0	0	0	0	0	0	
66		Transfer from Rec Reserve		0	0	0	0	0	0	
67		Transfer from gas tax fund		0	0	0	0	0	0	
68		Industrial road		0	0	0	0	0	0	
69		boat launch amm fund		0						
70		TOTAL TRANSFER FROM RESERVES	0	0	89455	0	0	0	0	
71										
72	10-1-98-10-00	Taxes - School Residential	79477	80000	80000	80000	80000	80000	80000	
73	10-1-98-10-10	Taxes - School Non-residential	30999	34000	34000	34000	34000	34000	34000	
74	10-1-98-20-00	Taxes - SOCRD	29941	30000	30000	30000	30000	30000	30000	
75	10-1-98-20-20	Taxes - NW Regional Hospital	23630	15000	15000	15000	15000	15000	15000	
76	10-1-98-20-30	Taxes - Police	13074	15000	15000	15000	15000	15000	15000	
77	10-1-98-30-10	Taxes - BCAA	1567	2000	2000	2000	2000	2000	2000	
78	10-1-98-30-20	Taxes - MFA	6	10	10	10	10	10	10	
79	10-1-98-40-00	Taxes - VIRL	13126	13000	13000	13500	13500	13500	13500	
80		TOTAL COLLECTIONS FOR OTHER AGENCIES	191820	189010	189010	189510	189510	189510	189510	
81		Total Revenue	1033483	1005535	1080740	1234385	940112	944072	949685	

	A	B	E	F	G	H	I	J	K	L
1	Account #	Description	2017	2017	2018	2019	2020	2021	2022	
82	EXPENSES									
83	10-2-11-10-00	Council Remuneration	16700	17000	23000	23000	23000	24000	24000	(Mayor 7,000, Council 5)
84	10-2-11-10-10	Council Training Expense	3050	2000	5000	5000	2000	2000	2000	(Amend bylaw 418)
85	10-2-11-10-20	Council Travel	9125	9000	9000	12000	10000	11000	12000	(election expense in 2019)
86	10-2-11-10-30	Council Benefits Expense	650	750	750	800	850	900	950	
87	10-2-11-10-40	Council Membership Expense	1870	1700	1700	1700	1700	1750	1800	
88	10-2-11-10-50	Grants Awarded	7500	9500	11000	11000	11000	11000	11000	(more consideration)
89		Centennial Celebrations	0	0	0	0	0	0	0	
90		TOTAL LEGISLATIVE EXPENSES	38895	39950	50450	53500	48550	50650	51750	
91										(Kim, Bob, Elizabeth in 2018)
92	10-2-12-10-00	Administrative Wages	108400	109000	143000	112000	114240	116525	118855	(review and consider options)
93	10-2-12-10-10	Administrative Benefits	26000	26000	26000	28000	29000	30000	31000	
94	10-2-12-10-15	NDI Grant Proposal Writer	2500	2500	2500	2500	3500	3500	4000	
95	10-2-12-10-20	Administrative Travel	1700	1800	2000	2250	2500	2750	3000	(Ruby and Elizabeth)
96	10-2-12-10-25	Training	1500	1500	5000	5500	3500	2500	2500	
97	10-2-12-10-30	Membership Fees	470	650	650	650	650	650	650	
98	10-2-12-10-40	Audit & Accounting Expense	8000	8000	13000	8500	8500	8500	9000	Council needs to collaborate... (added 2000 bylaw enforcement) (laptop computer & projector)
99	10-2-12-10-50	Legal Expense (need Bylaw enforce. GL#)	4500	5000	7000	7500	8000	8500	8500	
100	10-2-12-11-00	Office Supplies	1700	1700	2500	1700	1750	1750	2000	
101	10-2-12-11-10	Website Fees	3000	3000	5000	2400	2400	2400	2500	
102	10-2-12-11-20	Computer Software Expenses	4000	3800	3800	3800	3900	3900	4100	
103	10-2-12-11-30	Administrative Operating Costs	3700	4000	4000	4000	4250	4250	4500	
104	10-2-12-11-40	Supplies (Council)	150	300	300	350	400	400	450	(Memberships, UBCM, NCLGA)
105	10-2-12-11-50	Advertising	1500	1850	1850	2000	2200	2200	2500	
106	10-2-12-11-60	Postage Expense	1300	1500	1500	1575	1650	1725	1800	
107	10-2-12-11-70	Misc. - Tax Sale Expenses	0	350	350	400	450	500	500	
108	10-2-12-13-00	Elections Expense	3455	5000	5000	5000	0	0	0	Election in 2018
109	10-2-12-14-10	Janitorial Contract	5565	6000	6000	6000	7000	7000	7000	
110	10-2-12-14-30	General Insurance Expense	14000	15900	14500	17000	17500	17500	18000	
111		Climate action plan	-346	0	0	0	0	0	0	
112		TOTAL ADMINISTRATION	191094	197850	243950	211125	211390	214550	220855	

	A	B	E	F	G	H	I	J	K	L
1	Account #	Description	2017	2017	2018	2019	2020	2021	2022	
113										
114	10-2-24-60-00	FD - Training	1000	4000	4000	4000	4000	4000	4000	
115	10-2-24-60-10	FD - Fire Fighters	0	500	500	500	500	500	500	
116	10-2-24-70-00	FD - Repairs & Maintenance	5000	6500	6500	7500	7500	8000	8000	(next Council to consider siding issue) ~\$30,000
117	10-2-24-70-10	Fire hall Utilities	12000	12500	12500	12000	12000	12000	12000	
118	10-2-24-70-20	FD - License & Insurance	4125	4500	4500	2500	2500	2750	2750	
119	10-2-24-80-00	FD - Equipment	6000	5000	8000	8000	8500	8500	9000	Increased
120	10-2-24-80-10	FD - Fuel	1300	1000	1500	1500	1500	1500	1600	
121	10-2-24-90-00	Fire hall Janitorial	3000	2800	2800	2900	3000	3100	3200	
122	10-2-24-90-10	Weight Room	1550	1000	2000	1000	1100	1100	1200	
123		TOTAL FIRE DEPARTMENT	33975	37800	42300	39900	40600	41450	42250	
124										
125	10-2-25-00-00	Misc. - Emergency Committee	1160	1250	1500	1500	1500	1500	1500	(Defib pads EPACT)
126		Wild Fire protection plan	0							
127		TOTAL EMERGENCY SERVICES	1160	1250	1500	1500	1500	1500	1500	
128										
129	10-2-31-00-00	Common Services - Wages	17000	18000	40000	40000	40000	40000	40000	(resolve issue of splitting wages - 10 diff. ways, us GL Report
130	10-2-31-30-00	Public Works Trainings (Jlay in 2018)	1000	1000	7000	5000	5000	5000	6000	
131	10-2-19-00-00	Common Services Utilities	900	1000	1000	1000	1000	1000	1000	
132	10-2-31-00-20	Common Services Misc	1800	3150	1850	750	1000	1000	1250	
133	10-2-31-00-10	Common Services - Benefits	5800	4500	6400	4500	4500	4500	4500	
134		TOTAL COMMON SERVICES	26500	27650	56250	51250	51500	51500	52750	
135										
136	10-2-34-00-00	Wharf - Wages	1200	500	600	600	700	800	800	
137	10-2-34-00-10	Wharf - Benefits	350	100	150	110	120	130	150	
138	10-2-34-00-12	Wharf Insurance	1300	1250	1300	1250	1300	1300	1300	
139	10-2-34-00-15	Wharf Hydro	285	650	650	650	750	750	900	
140	10-2-34-00-20	Wharf - Maintenance	6500	13000	20000	313000	13000	13000	13000	(next Council to address major wharf improvements \$300,000?)
141		TOTAL RAINBOW WHARF	9635	15500	22700	315610	15870	15980	16150	
142										

	A	B	E	F	G	H	I	J	K	L
	Account #	Description	2017	2017	2018	2019	2020	2021	2022	
1	10-2-34-00-30	Small Craft Harbour- Wharfinger Expense	0	0	0	0	0	0	0	
143	10-2-34-00-40	Small Craft Harbour - Hydro Expense	8500	9000	9000	9000	9000	9500	9500	
144	10-2-34-00-50	Small Craft Harbour- Insurance Expense	0	0	0	0	0	0	0	
145	10-2-34-00-60	Small Craft Harbour - Legal Expenses	300	500	500	500	500	500	500	
146	10-2-34-00-70	Small Craft Harbour- Maintenance	6000	6000	6000	6000	6000	6500	7000	(payroll, membership, conference)
147	10-2-34-00-71	Boat Launch & Parking Lot	200	6000	10000	500	500	600	700	improvements for 2018
148	10-2-34-00-71	TOTAL SMALL CRAFT HARBOUR	15000	21500	25500	16000	16000	17100	17700	
149	10-2-31-90-00	Common Services - Fuel	1100	1000	1500	1550	1600	1650	1750	
150	10-2-32-31-00	Street Maintenance	9500	10000	10850	10850	11500	12250	13000	(see Capital)
151	10-2-32-37-00	Street Sanding	6000	6000	6000	6000	6000	6500	6500	
152	10-2-32-50-00	Hydro - Street Lights	14500	14000	14000	14500	14500	1500	1500	
153	10-2-32-90-00	Equipment Maintenance	6000	5800	7250	7500	8000	8500	9000	
154	10-2-31-90-10	Public Works Truck Insurance	1500	1500	1500	1500	1550	1600	1650	
155	10-2-71-89-40	Brushing Operating Expense	1000	1200	4000	2500	2500	2500	2500	
156	10-2-32-37-10	Industrial Road Maintenance	2500	4000	4000	4000	4000	4000	4000	
157	10-2-32-37-20	Ditching	4000	4000	14000	4000	4000	4000	4000	overgrown lanes adjacent to (increase maintenance)
158	10-2-12-99-60	Public Works Truck (2 vehicles) need GL's	775	800	2000	2000	2500	2500	3000	
159	10-2-12-99-60	TOTAL ROADS	46875	48300	65100	54400	56150	45000	46900	
160	10-2-43-00-10	Garbage Tags / Dumpster Fees	50	80	80	80	80	80	80	
161	10-2-43-00-00	Common Services - Garbage Expense	50	500	500	600	700	800	1000	
162	10-2-43-00-00	TOTAL ENVIRONMENTAL HEALTH	100	580	580	680	780	880	1080	
163	10-2-52-00-00	Clinic R&M (CAO to negotiate lease)	4500	25000	50000	2500	2500	2500	2500	new floor and HRV - "LEASE"
164	10-2-72-50-00	Ambulance R&M	750	1500	1500	1400	1400	1400	1400	
165	10-2-71-21-00	TOTAL ENVIRONMENTAL DEVELOPMENT	5250	26500	51500	3900	3900	3900	3900	
166	10-2-71-21-00	Community Hall Grounds Keeping	800	1000	1000	1000	1000	1000	1000	
167	10-2-71-89-00	Community Park O&M	14000	13000	24000	13000	13000	13000	13000	(soccer field a priority. Work will be done as directed)
172	10-2-71-89-10	Beautification (Blooming Program, Payroll)	2500	4000	4000	4000	4000	4500	4500	
173	10-2-71-89-20	Millennium Park O & M	3800	3500	3800	3800	3800	3800	3800	

	A	B	E	F	G	H	I	J	K	L
1	Account #	Description	2017	2017	2018	2019	2020	2021	2022	
211		TOTAL AMORTIZED ASSET	127800	132000	132000	132000	132000	132000	132000	
212										
213	10-2-84-10-00	Taxes - SQCRD (estimated)	29915	30000	30000	30000	30000	30000	30000	
214	10-2-84-20-00	Taxes - VIRL	13130	13000	13000	13000	13000	13000	13000	
215	10-2-84-20-10	Taxes-Police	13075	15000	15000	15000	15000	15000	15000	
216	10-2-88-11-00	Taxes - School Residential	79500	80000	80000	80000	80000	80000	80000	
217	10-2-88-11-10	Taxes - School Non-residential	31000	34000	34000	34000	34000	34000	34000	
218	10-2-88-20-10	Taxes - NW Regional Hospital	23630	15000	15000	15000	15000	15000	15000	
219	10-2-88-30-00	Taxes - BCAA	1570	2000	2000	2000	2000	2000	2000	
220	10-2-88-30-10	Taxes - MFA	7	10	10	10	10	10	10	
221	10-2-88-40-00	PILT's For Others	500	500	500	500	500	500	500	
222		TOTAL COLLECTED FOR OTHER AGENCIES	192327	189510	189510	189510	189510	189510	189510	
223		TOTAL EXPENSES	881831	926990	1113740	1268025	968150	966270	981895	
224										(see line 64, \$89,450 transferred)
225		negative (-) means a loss	151652	78545	-33000	-33640	-28038	-22198	-32210	
226										
227										

	A	B	E	F	G	H	I	J	K	L
Account #	Description	2017	2017	2018	2019	2020	2021	2022		
1	2nd Draft, March 16, 2018	YE Estimate	Budget	Budget	Budget	Budget	Budget	Budget		
2										
3	Water User Charges	56800	56000	56000	56000	56000	56000	56000		
4	Water - Miscellaneous	155	0							
5	Water Frontage Tax	53290	53000	53000	53000	53000	53000	53000		
6	Water - Past Due Interest Revenue	1500	2000	2000	2000	2000	2000	2000		
7	Contributions From Capital Reserves	0	0	0	0	1750	1750	1750	7950	
8	Total FEES & TAXATION REVENUE	111,745.00	111,000.00	111,000.00	111,000.00	112,750.00	112,750.00	118,950.00		
9										
10	GT Legacy Education Funding									
11	Community Work's Fund (Gas Ta)	68000	65000	68000	65000	65000	65000	65000		
12	MRIF Water Treatment		0	0	0					
13	GT Water Treatment		0	0	0					
14	TOTAL GRANTS	68,000.00	65,000.00	68,000.00	65,000.00	65,000.00	65,000.00	65,000.00		
15	TOTAL REVENUE	179745.00	176000.00	179000.00	176000.00	177750.00	177750.00	183950.00		
16										
17	Water - Repairs & Maintenance Treatment Plant	12000	17700	21100	24500	24750	24750	28000	(large increases	
18	Water - Repairs & Maintenance Distribution	1800	3000	3000	5000	5500	5500	6000		
19	Water - Fuel	1000	1200	1200	1200	1350	1350	1500		
20	Water - Maintenance Benefits	6200	6200	6950	5800	5800	6000	6200		
21	Water - Maintenance Wages	21500	22000	24500	22000	22500	22500	24000		
22	Water - Training	1200	1000	4000	1000	1000	1000	1000		
23	Water - Testing Expense	750	1000	1000	1000	1000	1000	1000		
24	Water Licensing	2000	2000	2000	1250	1250	1250	1250		
25	Water - Utilities Expense	12700	17500	14000	17500	18000	18000	18500		
26	Water - Administration Charges	5000	9950	9950	3500	3500	3500	3500		
27	Water - Supplies	350	1000	1000	1000	1000	1000	1000		
28	Public Work's Truck	2250	2300	2300	800	900	900	1000		
29	Pump house	0	0	0	0	0	0	0		
30	Leak detection (funds from Community Works)	0		0						
31	TOTAL EXPENSES	66,750.00	84,850.00	91,000.00	84,550.00	86,550.00	86,750.00	92,950.00		
32										
33	Water Treatment Upgrade				0	0	0	0		
34	TOTAL CAPITAL EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
35										
36	Cont. To Water Capital Reserve	0			450	200				
37	Tst part of community works fund to sewer fund									
38	Cont to deferred revenue Community Works fund	68000	65000	68000	65000	65000	65000	65000		
39	Amortized asset expense	18187	20000	20000	26000	26000	26000	26000		
40	TOTAL CONTRIBUTION TO RESERVES	86,187.00	85,000.00	88,000.00	91,450.00	91,200.00	91,000.00	91,000.00		
41										
42	TOTAL EXPENSES	152,937.00	169,850.00	179,000.00	176,000.00	177,750.00	177,750.00	183,950.00		
43	SURPLUS -DEFICIT	26,808.00	6,150.00	0.00	0.00	0.00	0.00	0.00		
44										
45										
46	Administration includes fees to finalize mapping data - estimate \$6000 for work and printed maps									

[illegible]

Capital Projects Budget - Second Draft March 17, 2018

		2018	2019	2020	2021	2022	
General							General Surplus Dec. 31-2017
1	Road Improvements - Industrial Park Rd	\$0	\$150,000	\$150,000	\$0	\$0	\$1,575,609
1(a)	Paving (Village Office parking lot in 2018)	\$50,000	\$25,000	\$25,000	\$25,000	\$25,000	
2	Survey New Industrial Lot (obtain Quotes?)	\$25,000	\$0	\$0	\$0	\$0	2018 \$1,542,609
3	Purchase Chevron Property (next Council)	\$0	\$75,000	\$0	\$0	\$0	2019 \$1,508,969
4	Public Works Equipment (tractor, mower, etc)	\$75,000	\$0	\$0	\$0	\$0	2020 \$1,480,931
5	Community Park (Fencing & New Washroom)	see operational	\$0	\$0	\$0	\$0	2021 \$1,458,733
6	Fire Department Equipment	\$0	\$0	\$50,000	\$0	\$0	2022 \$1,426,523
8	Sub-total General	\$150,000	\$250,000	\$225,000	\$25,000	\$25,000	
Water							Water Surplus Dec. 31-2017
9	Replace Water lines (PW to report) - tentative	\$250,000	\$250,000	\$0	\$0	\$0	\$602,755
10	Spare Pumps	\$0	\$0	\$0	\$0	\$0	2018 \$602,755
11	Work out of Water Study (see strategy repl.)	\$200,000	\$0	\$0	\$0	\$0	2019 \$602,755
Sewer							2020 \$602,755
12	Lagoon upgrades for compliance (PW report)	\$0	\$0	\$0	\$400,000	\$0	2021 \$602,755
	Engineering study	\$35,000					2022 \$602,755
13	TOTAL REQUIREMENTS	\$635,000	\$500,000	\$225,000	\$425,000	\$25,000	
Sources of Funds for Capital Projects							
General							
14	Contributions (Industrial Road)	\$0	\$0	\$0	\$0	\$0	Sewer Surplus Dec. 31-2017
15	Grants	\$0	\$125,000	\$0	\$100,000	\$0	2018 \$439,744
16	Village General Reserves	\$75,000	\$0	\$25,000	\$0	\$0	2019 \$439,744
17	Village Gas Tax Deferred Income	\$225,000	\$65,000	\$150,000	\$40,000	\$0	2020 \$439,744
18	Proceeds for logs on lot 100	\$0	\$0	\$0	\$0	\$0	2021 \$439,744
19	Gwaii Trust and/or other grants (paving)	\$50,000	\$125,000	\$50,000	\$25,000	\$25,000	2022 \$439,744
20	Sub-total General	\$350,000	\$315,000	\$225,000	\$165,000	\$25,000	Gas Tax deferred Dec. 31, 2017
Water							\$49,296
21	Water Reserves	\$250,000	\$70,000	\$0	\$0	\$0	2017 \$117,962
22	Grants for Water	\$0	\$115,000	\$0	\$0	\$0	2018 -\$38,372
Sewer							2019 -\$34,706
23	Grants for Sewer upgrades	\$0	\$0	\$0	\$140,000	\$0	2020 -\$116,040
24	Sewer Reserves	\$35,000	\$0	\$0	\$120,000	\$0	2021 -\$87,374
							2022 -\$18,708.28
TOTAL FUNDS PROVIDED		\$635,000	\$500,000	\$225,000	\$425,000	\$25,000	This account should never get over \$180,000



The Village of
PORT CLEMENTS
"Gateway to the Wilderness"

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REPORT TO COUNCIL

Author: Ruby Decock, CAO
Date: March 29, 2018
Re: Haida Gwaii Commitment to Clean Energy

RECOMMENDATION

Table this item until more information about what it means to become energy sovereign by 2023.

BACKGROUND

In the essence of managing Haida Gwaii in a manner to improve the wellbeing of its residences, the communities, and the natural resources; the government bodies of Haida Gwaii decided that an "all-Island" approach to initiatives would increase the likelihood of accomplishing the initiatives alone.

DISCUSSION

The CAO requested background documents that define what the VOPC commitments would be if the VOPC agrees to sign this document.

IMPLICATIONS

Strategic	(Guiding Documents Relevancy – Strategic Plan, Official Community Plan - OCP) Aligns with OCP for Economic Development Objective #8.5 – Clean Energy and Objective 18.0 - Greenhouse Gas Emission Strateg. There are no strategic priorities committed or planned by Council for 2018. As the deadline to become energy sovereign by 2023, this still needs to be defined by CHN and commitment is unknown.
Financial	(Corporate Budget Impact) Unknown.
Administrative	(Policy/Procedure Relevancy, Workload Impact and Consequences) May increase workload – depends on the commitment.

Respectfully submitted,

Ruby Decock
Chief Administrative Officer

NB-1



HAIDA NATION

HAIDA GWAII'S COMMITMENT TO CLEAN ENERGY

The Haida Nation has a long relationship living with the land and sea, and we have deep knowledge that guides our responsibility as stewards of these Islands. Today, the Islands' communities have demonstrated a commitment to watch over the land and sea and to take care of each other. Together we acknowledge that our ways of living are dependent on the well-being of Haida Gwaii.

Human behavior is changing the climate. To take action on this global issue, Haida Gwaii must turn away from diesel generated energy and invest in clean sources of power. With our geography, resources, and new technology, we are in a unique position to chart a path that will take us to the forefront of ending the fossil fuel era.

Local, clean power systems will ensure our energy security while maintaining an environment that has nurtured the peoples of these Islands for millennia. Being on the frontline of this global transition is important to enhance our role as strong environmental stewards. The steps we take today demonstrate our responsibility and commitment to address climate change globally by taking action locally.

On behalf of our communities, we the undersigned, commit to transform our Islands' electrical systems to clean and renewable energy. We will take action individually in our homes and collectively in our communities to reduce our electrical consumption, ensure healthy and energy efficient buildings, and invest in small-scale sustainable energy solutions.

Working together, the Council of the Haida Nation, Hereditary Leaders, Village Councils, Municipalities, Regional Districts, and Island citizens declare that we will work together to become energy sovereign by 2023.

March, 2018

Haida Nation
President

Old Massett Village Council
Chief Councillor

Skidegate Band Council
Chief Councillor

Village of Masset
Mayor

Village of Port Clements
Mayor

Village of Queen Charlotte
Mayor

NCRD – Area D
Director

NCRD – Area E
Director

NB-1

ACTION ITEMS

<u>#</u>	<u>Date</u>	<u>Description</u>	<u>Lead</u>	<u>Follow up</u>
A30	06-09-2016	Weight Room Upgrades	Administration	<p>Questionnaire distributed on equipment use - Several Turned in.</p> <p>Grant Writer to look for opportunities</p> <p>Ruth Bellamy & CAO toured facilities to determine what improvements should be made.</p> <p>Grant Writer searching out funding.</p>
A31	03-04-2017	Health Clinic Ventilation	Administration	<p>RFP put out. Received bids. Waiting for follow up regarding the cost for an HRV installation.</p> <p>Contacting off-island contractors</p>
A33	18-03-2017	Health Clinic - replace flooring	Administration	<p>RFP to be put out once clinic industrial flooring</p> <p>Received product description from two suppliers. Waiting for quotes from off-island supplier and from AMS. Still working on quotes.</p>
A34	04-07-2017	Community Park - block access	Public Works Councillor O'Brien Anderson	<p>Logs have been temporarily been blocking access</p> <p>Still need a long term solution.</p>
A36	08-08-2017	Sunset Park Mgmt. Plan	Council	<p>Review recently adopted Management plan in Nov/Dec 2017 and again in Nov/Dec 2018.</p>
A-39	06-11-2017	Asset management	Administration	<p>Follow up with past public work employees to ask for historical asset locations, etc. Received UBCM grant funding and received FCM matching grant funds. Will be meeting with Urban Systems on March 6th to discuss plans going forward. In progress.</p>