



The Village of
PORT CLEMENTS
"Gateway to the Wilderness"

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

7:00 p.m. Regular Meeting of Council Tuesday, June 17th, 2019

AGENDA

1. **ADOPT AGENDA**
2. **PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS**
3. **MINUTES**
 - M-1 – June 3rd, 2019 Regular Council Meeting Minutes.
 - M-2—June 6th, 2019 Special Council Meeting Minutes
4. **BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS**
5. **ORIGINAL CORRESPONDENCE**
 - C-1—Request for Donation for Sandspit Logger's Sports
 - C-2 – Haida Gwaii Community Forest Meeting Action Points - Misty Isles Economic Development Society
6. **FINANCE**
 - F-1—Six Month Financial Report – 2019
7. **GOVERNMENT**
 - G-1—Haida Gwaii Protocol Agreement & Request for Submitting Gwaii Trust Letter– CAO Ruby Decock
8. **NEW BUSINESS**
9. **REPORTS & DISCUSSIONS**
10. **ACTION ITEMS**
 - A-1 – see Action Items list.
11. **QUESTIONS FROM THE PUBLIC & PRESS**
12. **IN-CAMERA**
13. **ADJOURNMENT**



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7:00 p.m. Minutes Regular Meeting of Council Monday, June 3rd, 2019

Mayor Doug Daugert
Councillor Kazamir Falconbridge
Councillor Teri Kish
Councillor Brigid Cumming
Regrets Councillor Ian Gould

CAO Ruby Decock
Intern Emily Welford

Present: Jean Horrocks, Craig Beachy, Clint Beachy, Aaron Cunningham, Maureen Bailey, Marilyn Bliss, Joan Hein

Meeting called to order at 7:02 PM

Mayor Daugert: I call to order this meeting of the Council of the Village of Port Clements being held on the traditional territory of the Haida People.

1. ADOPT AGENDA

2019-06-129—Moved by Councillor Cumming, seconded by Councillor Kish

THAT Council adopt the agenda with the amendment of moving T-1 "Opening of Sealed Tenders for Port Clements Fire Hall" after D-1 "Summer Playschool – Christy 'Conch' Kenschuh" and the addition of G-2 – Misty Isles Economic Development Society Alternate Council Representative.

CARRIED

2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS

D-1— Summer Playschool – Christy "Conch" Kenschuh

2019-06-130 —Moved by Councillor Falconbridge, seconded by Councillor Cumming

THAT Council award Christy Kenschuh a grant from the Grants Awarded budget in order to cover the rental and janitorial cost for the Playschool for her Summer Playschool program;

AND THAT Council advises Christy Kenschuh to approach the Haida Gwaii Regional Recreation Commission to acquire liability insurance for her proposed programs;

AND THAT Council requests Christy Kenschuh to request Haida Gwaii Regional Recreation consider funding this program(s) in their next fiscal year.

CARRIED

2019-06-131—Moved by Councillor Cumming, seconded by Councillor Falconbridge

THAT Council directs staff to review the Fee Setting Bylaw #403 to present to Council recommended amendments; AND THAT Council also directs staff to develop a Room Rental Policy to bring to Council.

CARRIED

M-1

T-1 – Opening of Sealed Tenders for Port Clements Fire Hall – CAO Decock
2019-06-132—Moved by Councillor Cumming, seconded by Councillor Kish
THAT Council receives the bids for the Port Clements Fire Hall from Sharoon Services, North Point
Construction Ltd. And 1189096 BC Ltd.

CARRIED

3. MINUTES

M-1 – May 21st, 2019 Regular Council Meeting Minutes.

2019-06-133—Moved by Councillor Falconbridge, seconded by Councillor Kish

THAT Council adopts the May 21, 2019 Regular Council Meeting Minutes with the amendment to add
the times that Councillor Cumming left the room and re-entered for item G-1 due to conflict of interest.

CARRIED

4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS

UB-1—Berry Maze Proposal – Wayne Nicol

2019-06-134—Moved by Councillor Cumming, seconded by Councillor Falconbridge

THAT Council hold a Public Hearing at 7:00 pm on August 1, 2019 to discuss the Berry Maze, and then
adopt the Sunset Park Management Plan in preparation of the August 6th, 2019 Regular Council
Meeting.

CARRIED

5. ORIGINAL CORRESPONDENCE

C-1—Port Clements Canada Days Loggers Sport Day 2019 – O'Brien & Fuerst Logging Ltd.

2019-06-135—Moved by Councillor Falconbridge, seconded by Councillor Cumming

THAT Council receives the Port Clements Canada Days Loggers Sport Day 2019 Report.

CARRIED

2019-06-136—Moved by Councillor Falconbridge, seconded by Councillor Cumming

THAT Council distribute funds from the Council Grants Awarded budget at its discretion for the Canada
Days Loggers Sports Day 2019;

AND THAT O'Brien and Fuerst Logging Ltd. provide proof of licensing for holding a beer garden (if it is
occurring) and proof of liability insurance for the Beer Garden (if it is occurring).

CARRIED

*Council recommends that staff look into the liability insurance for the Community Hall and see if it covers
liquor events for the beer garden, and that staff investigate liability insurance at Sandspit Logger Sports
to see if it is required, necessary or covered by others. Staff are to contact the O'Briens with the results.*

2019-06-137--Moved by Councillor Falconbridge, Councillor Kish

THAT Council directs staff to develop a policy for activities and events being on Village Property to bring
back to Council.

Carried

2019-06-138—Moved by Mayor Daugert, seconded by Councillor Cumming

THAT Council awards up to \$1000 for prize money for Loggers Days Sport Events after receiving receipt
of purchase of the prize.

CARRIED

6. FINANCE

7. GOVERNMENT

G-1— Moms & Tots Room Use Request – Jasmine Beachy

M-1

2019-06-139—Moved by Councillor Falconbridge, seconded by Councillor Kish
THAT Council recognizes the Moms & Tots group as equivalent or a successor to the Port Clements Tiny Tots Society named in the Fee Setting Bylaw #403, 2014 and thereby confers it the same privileges under the Bylaw.

CARRIED

G-2 – Misty Isles Economic Development Society Alternate – Mayor Daugert
2019-06-140—Moved by Councillor Falconbridge, seconded by Councillor Cumming
THAT Council table the MIEDS alternate appointment until the July 15th, 2019 Regular Council Meeting.

CARRIED

8. NEW BUSINESS

9. REPORTS & DISCUSSIONS

Mayor Daugert –Meeting with FLNRO & MIEDS next month re: Community Forest.

Councillor Falconbridge – Nothing to report.

Councillor Cumming – Nothing to report.

Councillor Kish – attending all Island Marine Awareness tabletop exercise next week.

CAO Decock – RFP for Sewer Lagoon Expansion advertised and set to close on June 17th, 2019 – completed work to date includes Cultural Feature Identification Survey, Bird/Raptor Survey and an Archaeological Survey is set to happen late next week. Application for Housing Needs Assessment grant submitted. Working on Annual Local Reporting for next meeting. Working on grant reporting. Part-time training of our new Intern Emily Welford. Community Wildfire Protection Plan

Intern Emily Welford – Nothing to Report.

10. ACTION ITEMS

A-1 – see Action Items list.

11. QUESTIONS FROM THE PUBLIC & PRESS

Jean Horrocks – Where is the well being installed?

Answer – We do not know yet, awaiting consultation.

Craig Beachy – Just to recap on the Mud-bog, we are proceeding as usual. We are under the park insurance. Various CAO's in the past have looked into it and found that it is covered under the park's liability insurance (His response in regard to whether the Mudbog/other Canada Days events require additional liability insurance).

Christy Konshuh – In gratitude for the grant awarded for the summer playschool, sometimes grants require following up or reporting, is there anything I need to follow up with?

Answer -- Arrangements will need to be made and access scheduled. If you have a key you can gain access, but the janitor will need to be informed. Normally reports are not needed for grants awarded by Council, you can let staff and Council know that the project went well. There are also two follow up actions that you must do: we advise you to approach Haida Gwaii Rec to acquire liability insurance and asking you to request that Haida Gwaii Rec consider funding this project in the next fiscal year.

2019-06-141—Moved by Councillor Falconbridge, seconded by Councillor Cumming
THAT Council adjourn momentarily until the in-camera meeting.

CARRIED

M-1

12. IN-CAMERA

As per section 90 (1) of the *Community Charter*

- (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- (c) labour relations or other employee relations;
- (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;

2019-06-142—Moved by Councillor Cumming, seconded by Councillor Kish

THAT Council move to In Camera as per section 90(1) (a), (c), and (e) of the Community Charter at 8:32 pm.

CARRIED

13. ADJOURNMENT

2019-06-143—Moved by Councillor Falconbridge

THAT Council adjourns the meeting at 9:26 pm.

CARRIED

11-1



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3:30 p.m. Special Council Meeting, Thursday, June 6th, 2019

Present:

Mayor Doug Daugert
Councillor Teri Kish
Councillor Kazimir Falconbridge
Councillor Brigid Cumming
Regrets Councillor Ian Gould

CAO Ruby Decock
Intern Emily Welford

No members of public or press present

Meeting called to order at 3:30 PM

Mayor Daugert: I call to order this meeting of the Council of the Village of Port Clements being held on the traditional territory of the Haida People.

1. ADOPT AGENDA

2019-06-144—Moved by Councillor Cumming, seconded by Councillor Kish
THAT the June 6th, 2019 Special Council Meeting Agenda be adopted as presented.
CARRIED

2. IN-CAMERA

2019-06-145—Moved by Councillor Cumming, seconded by Councillor Kish
THAT Council move In-Camera per section 90(1)(J) of the *Community Charter* at 3:32 PM.
CARRIED

3. RISE AND REPORT

Mayor Daugert Rose & Report that Council made the following motion In-Camera:

" BA-1 Contract Awarding for Port Clements Fire Hall Re-enveloping-CAO Decock
IC-2019-06-61—Moved by Councillor Cumming, seconded by Councillor Falconbridge
THAT Council accepts Sharoon Services bid for the Port Clements Fire Hall Re-enveloping Project with the condition that the contract cannot commence until they have successfully registered with WorkSafe BC and a Clearance letter for the company is received by the Village of Port Clements.
CARRIED"

4. ADJOURNMENT

2019-06-146--Moved by Councillor Cumming
THAT this meeting be adjourned at 3:45 PM.
CARRIED

Mayor Doug Daugert

CAO Ruby Decock

M-2.

55th SANDSPIT LOGGERS SPORTS DAY JULY 27, 2019

C/O SANDSPIT COMMUNITY SOCIETY

P.O. BOX 459

SANDSPIT, BC V0T 1T0

sandspitcommunitysociety@gmail.com 250-637-5377

bcranmer@hotmail.com 250-637-5475

Dear Business Owner:

RE: Invitation and Request for Donations for Loggers Sports Day 2019



Sandspit Loggers Sports Day will be held on Saturday July 27. Mid-summer in Sandspit will once again be marked by a competitive day of sport, heritage and good times for people of all ages. Out of the competition will emerge a King, Queen, Novice, Junior and Peewee Logger with exclusive bragging rights for a year!

Loggers Sports Day is Sandspit's annual summer public event. In order to hold the event the Loggers Sports Day Committee relies entirely upon donations from local businesses and individuals and the time contributed by volunteers. Your generosity and contribution makes a significant difference to the success and size of the event and we are counting on businesses and groups to help us out again this year. Donations in the form of cash, gift certificates, gifts, and or supplies will be greatly appreciated and acknowledged at the event and published. Receipts for contribution will be issued upon request.

The Sandspit Loggers Sports Day Committee thanks you in advance for all you can do to assist with our annual Moresby Island tradition! We hope to see you and yours on the grounds July 27!

Sincerely,

Betsy Cranmer, Volunteer Co-ordinator, and the Loggers Sports Day Committee

Please make all cheques payable to Sandspit Community Society

C-1

June 12, 2019

Haida Gwaii Community Forest Meeting Action Points

On the morning of June 12, 2019, Trevor Russ, Vice President of the Haida Nation and MIEDS representatives Chair Doug Daugert, Janine North and Alanah Mountifield, met with MFLNRO staff Sharon Hadway, Risha Rushton, Steven Rogers, Randy Aitken, Daryl Sherban and Tom Johnson (BCTS) to discuss the proposed Haida Gwaii Community Forest. Participation was by video conference, teleconference and in person at the Haida Gwaii Natural Resources office in Queen Charlotte.

Dialogue resulted in an agreement to move forward with constructive and inclusive discussions (in person), towards a more positive outcome for a tenure opportunity.

Action points at the conclusion of the meeting were:

Ministry FLNRO staff will send communication to MIEDS to share with the board, communities and CHN that revokes the February 22/19 correspondence from Sharon Hadway to MIEDS that stated a July 15, 2019 'null and void' date for the Community Forest offer. The offer will be extended until after the Timber Supply data package has been released and an agreed upon length of time allows for MIEDS to independently contract an analyst to determine a sustainable AAC for the proposed tenure which would be presented to communities, public and the Ministry/CHN decision makers.

Sharon Hadway (Regional Executive Director) Steven Rogers and Randy Aitken (MFLNRO regional staff) will travel to Haida Gwaii to meet in person with MIEDS, CHN and BCTS representatives to discuss the options to move forward with a Haida Gwaii Community Forest, the information required and a workplan for consideration. A meeting before the end of July is proposed with Sangita Kumar (MFLNRO) designated to determine availability by doodle poll or another method.

Doug Daugert noted the need to be mindful of future flexibility that may be required for the Community Forest tenure if Haida Gwaii tenures or market pricing specifics change in the future.

Janine North ICD.D
Janine@gohaidagwaii.ca
250 614-8128 cell

C-2

VILLAGE OF PORT CLEMENTS

General Revenue & Expense

General Ledger	Description	2019 Budget	2019 YTD Actual
Taxes			
10-1-11-00-00	Property Tax - Municipal	(130,810.00)	(130,809.41)
*	TOTAL Taxes	(130,810.00)	(130,809.41)
Payment in Lieu of Taxes			
10-1-21-00-00	Grant in Lieu - Federal	(1,300.00)	(1,712.33)
10-1-24-00-00	Grant in Lieu - Hydro	(5,515.00)	0.00
10-1-27-00-00	Grant in Lieu - Telus	(1,470.00)	0.00
*	TOTAL Payment in Lieu of Taxes	(8,285.00)	(1,712.33)
Sales of Service			
10-1-12-99-99	Sales - Village Property	0.00	0.00
10-1-32-10-00	Taxes - School Tax Admin Fee	(2,100.00)	0.00
10-1-41-10-00	Sales - Photocopies	(400.00)	(182.15)
10-1-41-10-10	Sales - Faxes	(350.00)	(127.50)
10-1-41-10-20	Sales - Tax Searches & Commissioner	(450.00)	(185.00)
10-1-42-10-00	Misc. - Fire Protection Agreement	(300.00)	(900.00)
10-1-44-10-00	Sales - Garbage Tags	(50.00)	0.00
10-1-53-10-20	Rental -Weight Room	(1,500.00)	(1,222.50)
10-1-71-10-00	Rec Commission Revenue	(4,000.00)	(463.50)
*	TOTAL Sales of Service	(9,150.00)	(3,080.65)
Revenue From Own Sources			
10-1-51-70-00	Biomass Recovery	(11,000.00)	(3,261.93)
10-1-51-20-00	Sales - Business Licenses	(1,200.00)	(1,080.00)
10-1-53-10-10	Rental - Gym	0.00	0.00
10-1-53-10-30	Rental - Ambulance	(6,600.00)	(3,378.00)
10-1-53-10-40	Dog Tag Revenue	15.00	(30.00)
10-1-53-10-50	Rental - St. Marks Church	(125.00)	0.00
10-1-53-10-70	Rental - Sunset Park Campground	(7,000.00)	(2,003.05)
10-1-53-10-80	Rental - CBC Site	(1,400.00)	0.00
10-1-53-20-00	Rental - Clinic	(8,400.00)	(4,243.80)
10-1-53-20-10	Garbage Admin	(3,500.00)	0.00
10-1-56-10-00	Property Tax Penalties	(6,000.00)	0.00
10-1-56-10-10	Property Tax Arrears Interest	(1,000.00)	(185.78)
10-1-56-10-15	Deliquent Tax Interest	(600.00)	(146.84)
10-1-59-90-00	Interest Revenue	(40,000.00)	(441.01)
10-1-59-90-01	Large Wharf fee for use	0.00	0.00
10-1-59-90-10	Small Craft - Electricity Revenue	(6,000.00)	(2,615.00)
10-1-59-90-20	Small Craft - Fee for Use	(17,000.00)	(9,397.08)
*	TOTAL Revenue From Own Sources	(109,810.00)	(26,782.49)
Multi Purpose Building Rental			
10-1-53-10-11	MPBC Library Revenue	(10,200.00)	(5,100.00)
10-1-53-10-12	MPBC Space rental	(3,500.00)	(1,468.75)
*	TOTAL Multi Purpose Building R	(13,700.00)	(6,568.75)

VILLAGE OF PORT CLEMENTS

General Revenue & Expense

General Ledger	Description	2019 Budget	2019 YTD Actual
Unconditional Transfers			
10-1-62-10-00	Grants - Small Community Protection	(405,700.00)	0.00
* TOTAL Unconditional Transfers		(405,700.00)	0.00
Conditional Transfers			
10-1-59-10-00	Misc. - Donations	(50.00)	(10,655.37)
10-1-59-10-10	Misc. - NSF & Sundry Charges	(25.00)	(25.00)
10-1-59-10-20	Miscellaneous	(500.00)	(35.37)
10-1-75-10-00	Grants - Misc.	(93,310.00)	(10,050.00)
10-1-89-00-00	Community Works Fund Cond.Transfer	33,000.00	0.00
10-1-89-10-30	Grants - GT - Christmas	(10,000.00)	0.00
10-1-89-10-40	Grants - GT - Community Events Program	(5,000.00)	0.00
10-1-89-10-70	Grants - NDI Proposal Writer	0.00	(8,000.00)
10-1-89-10-71	Economic Dev. Fund	(50,000.00)	(25,000.00)
10-1-89-10-80	Tsunami Grant	0.00	0.00
10-1-89-10-90	GT Concession Stand Revenue	1,500.00	0.00
* TOTAL Conditional Transfers		(124,385.00)	(53,765.74)
Reserves			
10-1-92-10-00	Transfers From Reserves	43,319.00	0.00
* TOTAL Reserves		43,319.00	0.00
Collections for Other Agencies			
10-1-98-10-00	Taxes - School Residential	(78,045.00)	(78,045.82)
10-1-98-10-10	Taxes - School Non-residential	(25,590.00)	(25,587.79)
10-1-98-20-00	Taxes - SQCRD	(33,284.00)	(33,284.41)
10-1-98-20-10	Taxes - Regional Hospital	(22,649.00)	0.00
10-1-98-20-20	Taxes - NW Regional Hospital	0.00	(22,648.93)
10-1-98-20-30	Taxes - Police	(13,561.00)	(13,560.56)
10-1-98-30-10	Taxes - BCAA	(1,400.00)	(1,399.41)
10-1-98-30-20	Taxes - MFA	(7.00)	(6.60)
10-1-98-40-00	Taxes - VIRL	(13,328.00)	(13,327.45)
* TOTAL Collections for Other Ag		(187,864.00)	(187,860.97)
** Total Revenues		(946,385.00)	(410,580.34)

VILLAGE OF PORT CLEMENTS

General Revenue & Expense

General Ledger	Description	2019 Budget	2019 YTD Actual
Legislative Expenses			
10-2-11-10-00	Council Remuneration	17,000.00	4,250.00
10-2-11-10-10	Council Training Expense	5,000.00	1,861.04
10-2-11-10-20	Council Travel	12,000.00	174.96
10-2-11-10-30	Council Benefits Expense	2,000.00	71.41
10-2-11-10-40	Council Membership Expense	1,700.00	902.80
10-2-11-10-50	Council Grants Awarded	10,000.00	(2,211.93)
* TOTAL Legislative Expenses		<u>47,700.00</u>	<u>5,048.28</u>
General Administration			
10-2-12-10-00	Administrative Wages	123,500.00	50,068.51
10-2-12-10-10	Administrative Benefits	28,000.00	11,474.16
10-2-12-10-15	NDI Grant Proposal Writer	4,650.00	0.00
10-2-12-10-20	Administrative Travel	4,000.00	1,364.97
10-2-12-10-25	Training	10,500.00	1,184.23
10-2-12-10-30	Membership Fees	650.00	1,543.08
10-2-12-10-40	Audit & Accounting Expense	10,000.00	10,000.00
10-2-12-10-50	Legal Expense	14,000.00	6,368.30
10-2-12-10-51	Mediation	0.00	0.00
10-2-12-11-00	Office Supplies	3,000.00	1,720.32
10-2-12-11-10	Website Fees	3,000.00	10.70
10-2-12-11-20	Computer Software Expenses	4,500.00	1,887.44
10-2-12-11-30	Administrative Operating Costs	6,100.00	1,953.17
10-2-12-11-40	Supplies	350.00	83.22
10-2-12-11-50	Advertising	5,500.00	1,710.98
10-2-12-11-60	Postage Expense	1,575.00	805.26
10-2-12-11-70	Misc. - Tax Sale Expenses	1,200.00	103.11
10-2-12-13-00	Elections Expense	0.00	0.00
10-2-12-14-10	Custodian's Wages	6,300.00	2,625.00
10-2-12-14-30	General Insurance Expense	17,000.00	6,982.00
* TOTAL General Administration		<u>243,825.00</u>	<u>99,884.45</u>

VILLAGE OF PORT CLEMENTS

General Revenue & Expense

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3:32:08PM

General Ledger	Description	2019 Budget	2019 YTD Actual
Fire Department			
10-2-24-60-00	FD - Training	4,000.00	2,925.33
10-2-24-60-10	FD - Fire Fighters	500.00	0.00
10-2-24-70-00	FD - Repairs & Maintenance	7,500.00	2,239.74
10-2-24-70-10	Firehall Utilities	12,500.00	6,439.83
10-2-24-70-20	FD - License & Insurance	5,500.00	284.94
10-2-24-80-00	FD - Equipment	8,000.00	254.79
10-2-24-80-10	FD - Fuel	1,500.00	322.18
10-2-24-90-00	Firehall Janitorial	3,300.00	1,995.02
10-2-24-90-10	Weight Room	1,200.00	598.50
* TOTAL Fire Department		<u>44,000.00</u>	<u>15,060.33</u>
Emergency Services			
10-2-25-00-00	Emergency Committee	2,000.00	112.13
10-2-25-00-10	Tsunami Project	674.00	0.00
* TOTAL Emergency Services		<u>2,674.00</u>	<u>112.13</u>
Common Services			
10-2-19-00-00	Misc. - PW Shed Utilities	1,000.00	354.89
10-2-31-00-00	Common Services - Wages	42,000.00	9,260.06
10-2-31-00-10	Common Services - Benefits	6,500.00	3,041.44
10-2-31-00-20	Common Services - Misc	750.00	447.62
10-2-31-30-00	Training - Public Works General	5,000.00	594.00
* TOTAL Common Services		<u>55,250.00</u>	<u>13,698.01</u>
Wharf			
10-2-34-00-00	Wharf - Wages	1,000.00	255.91
10-2-34-00-10	Wharf - Benefits	200.00	59.65
10-2-34-00-12	Wharf Insurance	1,400.00	0.00
10-2-34-00-15	Wharf Hydro	400.00	129.96
10-2-34-00-20	Wharf - Maintenance	20,000.00	6.20
* TOTAL Wharf		<u>23,000.00</u>	<u>451.72</u>
Small Craft Harbour			
10-2-34-00-30	Small Craft Harbour- Wharfinger Expense	0.00	0.00
10-2-34-00-40	Small Craft Harbour - Hydro Expense	8,000.00	4,762.92
10-2-34-00-50	Small Craft Harbour- Insurance Expense	0.00	0.00
10-2-34-00-60	Small Craft Harbour - Legal Expenses	500.00	0.00
10-2-34-00-70	Small Craft Harbour- Maintenance	6,000.00	2,416.51
10-2-34-00-71	Boat Launch and parking lot	1,500.00	0.00
* TOTAL Small Craft Harbour		<u>16,000.00</u>	<u>7,179.43</u>

F-1

VILLAGE OF PORT CLEMENTS

General Revenue & Expense

General Ledger	Description	2019 Budget	2019 YTD Actual
Roads			
10-2-12-99-60	Public Works Truck	3,000.00	0.00
10-2-31-90-00	Common Services - Fuel	1,550.00	568.06
10-2-31-90-10	Public Work's Truck Insurance	1,500.00	0.00
10-2-31-90-20	Tractor Insurance	400.00	0.00
10-2-31-90-21	Tractor Expense	1,000.00	988.51
10-2-32-31-00	Street Maintenance	10,850.00	5,286.74
10-2-32-37-00	Street Sanding	6,000.00	1,025.72
10-2-32-37-10	Industrial Road Maintenance	5,000.00	1,430.88
10-2-32-37-20	Ditching	8,000.00	0.00
10-2-32-50-00	Hydro - Street Lights	16,000.00	6,648.67
10-2-32-90-00	Tools & Equipment	7,500.00	960.67
10-2-71-89-40	Brushing Operating Expense	2,500.00	24.88
* TOTAL Roads		<u>63,300.00</u>	<u>16,934.13</u>
Environmental Health			
10-2-43-00-00	Common Services - Garbage Expense	600.00	0.00
10-2-43-00-10	Garbage Tags / Dumpster Fees	80.00	0.00
* TOTAL Environmental Health		<u>680.00</u>	<u>0.00</u>
Environmental Development			
10-2-52-00-00	Clinic R&M	3,000.00	3,417.58
10-2-72-50-00	Ambulance O&M	1,400.00	471.09
* TOTAL Environmental Development		<u>4,400.00</u>	<u>3,888.67</u>
Parks & Recreation			
10-2-12-71-00	Mowing expense	3,000.00	0.00
10-2-12-71-10	Community Park Washrooms	300.00	0.00
10-2-12-71-01	Mower Insurance	400.00	0.00
10-2-71-21-00	Community Hall Grounds Keeping	500.00	167.36
10-2-71-21-01	Community Hall Utilities	0.00	0.00
10-2-71-89-00	Community Park O & M	20,000.00	10,733.49
10-2-71-89-10	Beautification	7,000.00	618.00
10-2-71-89-20	Millenium Park O & M	5,000.00	617.32
10-2-71-89-30	Sunset Park O & M	14,000.00	4,756.25
10-2-71-89-45	Museum Grounds keeping	3,100.00	977.55
10-2-71-89-50	Cemetary	500.00	22.46
10-2-72-50-10	Tourism Expense	8,000.00	0.00
10-2-72-50-11	Entrance Sign Install	0.00	0.00
10-2-72-91-00	St. Mark's Expense	2,500.00	615.08
10-2-75-00-00	Recreation Commission	12,000.00	1,324.76
* TOTAL Parks & Recreation		<u>76,300.00</u>	<u>19,832.27</u>
MPBC Operating Expenses			
10-2-71-21-10	MPBC Fuel	11,000.00	0.00
10-2-71-21-11	Library o+m	3,000.00	1,375.00
10-2-71-21-12	MPBC Grounds keeping	8,000.00	3,043.88
10-2-71-21-15	MPBC Utilities	15,000.00	4,233.07
10-2-71-21-20	MPBC Janitorial	3,610.00	1,768.58
10-2-71-21-25	MPBC Insurance	7,100.00	0.00

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VILLAGE OF PORT CLEMENTS

General Revenue & Expense

General Ledger	Description	2019 Budget	2019 YTD Actual
10-2-71-21-30	Biomass Expenses	18,000.00	10,390.13
* TOTAL MPBC Operating Expenses		<u>65,710.00</u>	<u>20,810.66</u>
Debt Services			
10-2-81-90-00	General Service Charges	1,800.00	233.00
10-2-81-90-10	Bad Debts Expense	500.00	0.00
10-2-81-90-20	Till Over/Short	0.00	3.58
* TOTAL Debt Services		<u>2,300.00</u>	<u>236.58</u>
Contributions to Reserves			
10-2-81-90-30	Transfer to/from Reserves	0.00	0.00
10-2-82-22-00	Transfers To Reserves	0.00	0.00
* TOTAL Contributions to Reserve		<u>0.00</u>	<u>0.00</u>
Grants & Misc.			
10-2-12-32-00	GT - Community Events Program	5,000.00	0.00
10-2-12-99-11	NDI Economic Dev Fund	50,000.00	0.00
10-2-12-99-30	Misc. - GT - Christmas	10,000.00	210.00
* TOTAL Grants & Misc		<u>65,000.00</u>	<u>210.00</u>
Amortized Asset			
10-2-28-19-40	Amortized Asset Expense	126,000.00	0.00
* TOTAL Amortized Asset		<u>126,000.00</u>	<u>0.00</u>
Taxes Levied-Other Gov't			
10-2-84-10-00	Taxes - SQCRD	33,284.00	0.00
10-2-88-11-00	Taxes - School Residential	78,045.00	0.00
10-2-88-11-10	Taxes - School Non-residential	25,590.00	0.00
10-2-84-20-00	Taxes - VIRL	13,328.00	6,664.00
10-2-84-20-10	Taxes-Police	13,561.00	0.00
10-2-88-20-00	Taxes - Regional Hospital	0.00	0.00
10-2-88-20-10	Taxes - NW Regional Hospital	22,649.00	0.00
10-2-88-30-00	Taxes - BCAA	1,400.00	0.00
10-2-88-30-10	Taxes - MFA	7.00	0.00
10-2-88-40-00	PILT's For Others	0.00	0.00
* TOTAL Taxes Levied-Other Gov't		<u>187,864.00</u>	<u>6,664.00</u>
** TOTAL Expenses		<u>1,024,003.00</u>	<u>210,010.66</u>
***P Surplus/Deficit		77,618.00	(200,569.68)

*** End of Report ***

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The Village of
PORT CLEMENTS
"Gateway to the Wilderness"

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V0T1R0
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REPORT TO COUNCIL

Author: Ruby Decock, CAO

Date: June 14, 2019

RE: Haida Gwaii Protocol Agreement & Request for Submitting Gwaii Trust Letter

BACKGROUND:

In 2004, the Village of Port Clements and the Village of Masset signed a Protocol Agreement (see attachment) with the Council of the Haida Nation (CHN). This document is a living document and has not been updated since it was first signed. The Village of Queen Charlotte and the North Coast Regional District have also signed their own Protocol Agreements with the CHN. The essence of the agreement is to have a collaborative approach to co-existing on Haida Gwaii and work together for the benefit of the communities on Haida Gwaii. This protocol agreement was included how the Communities would continue to work together, up to and after the possible outcomes from the Haida aboriginal rights and title land claims on Haida Gwaii. The agreement identifies that the CHN and the municipalities would design a decision-making framework to guide subsequent discussions.

In 2009, the Kunst'aa Guu-Kunst'aayah Reconciliation Protocol was signed between the Haida Nation and the Province of BC. This agreement was the initiation the process of possible land title settlement with the Haida Nation. It further is an agreement which both parties share joined decision-making with respect to lands and natural resources on Haida Gwaii as well as on socio-economic matters pertaining to children and families.

DISCUSSION:

The Village of Queen Charlotte is requesting the Haida Gwaii Communities submit a letter to Gwaii Trust to obtain on-going funding for an All-Island Governance Structure for Haida Gwaii. Mayor Daugert has written his report *"Establishing a regular basis for the Protocol Table"* and provided some recommended motions for VOPC Council. By signing the letter, Council is supporting the idea of Gwaii Trust creating the funding program. If Gwaii Trust agrees to create a funding program for this initiative, the communities can hire a staff member to work on developing the decision-making framework identified in Protocol Agreements signed by the Communities on Haida Gwaii.

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IMPLICATIONS:

STRATEGIC (Guiding Documents Relevancy – Strategic Plan, Official Community Plan)

No impact

FINANCIAL (Corporate Budget Impact)

Long term impact will be on who will be managing the funding and reporting.

ADMINISTRATIVE (Policy/Procedure Relevancy, Workload Impact and Consequence)

Long term impact will be on who will be managing the funding and reporting. May require staff time.

STAFF RECOMMENDATIONS:

1. Council support Mayor Daugert's recommended motions as per his report.

Respectfully submitted:



Attachments:

Establishing a Regular Basis for the Protocol Table

DRAFT Letter to Gwaii Trust for Signing

Village of Masset, Council of the Haida Nation, Village of Port Clements Protocol Agreement –
March 19, 2004

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Establishing a regular basis for the Protocol Table

Since the Protocol agreements were signed between the Council of the Haida Nation and the Civic Communities, there have been difficulties implementing it due to the vague terms and reference and no strategy for implementation. References to structure talk about “a public meeting held at least once a year” and there are no concrete directions on how agendas are set, what is the voting representation, or a decision making process. There is no mechanism suggested as to how an office is to be organized to take minutes or notes, arrange meeting times, follow up on questions, or do basic research on topics on the agenda.

Currently all Islanders are facing challenges that are common and require cooperation, including transportation, communication, business and educational opportunities, health care, energy policy, forestry issues including the Community Forest, and so forth. While not all can be solved by a meeting, those issues that can be best addressed by a common approach deserve the best direction we can give.

The other objective is not to increase the meeting workload of any of our government representatives and volunteers. To accomplish this, at a meeting between the CHN leaders and Mayors and Area Directors proposed a structure of setting up an independent office with a manager who would work with Community Leaders to arrange meetings (probably quarterly), set agendas to limit discussion to potentially constructive topics, provide background information, and deal with correspondence and inquiries, and maintain financial records, much like our other institutions.

The attached joint letter is an attempt to get this process established, but I have several reservations regarding the proposed letter. I realize the intention is to get the proposal before Gwaii Trust as soon as possible, and I am in favour of that objective, so I am recommending two motions that accomplish that.

MOTION: Whereas the Village of Port Clements and the other Communities of Haida Gwaii have had difficulties discussing issues of common concern between the Haida Nation and the Civic Communities; and Whereas the Protocol Table offers such a venue for discussion, but has been hampered by a lack of structure;

Therefore the Village of Port Clements supports establishing the Protocol Table with adequate resources to set regular meetings, set membership and agendas, and maintain records and communications sufficient to to address Community needs in a timely manner.

MOTION: Whereas the Village of Port Clements supports an expanded role for the All Islands Protocol Table in addressing issues common to all our residents; and Whereas the Gwaii Trust Society goals align closely with this proposal;

Therefore The Village of Port Clements supports the Protocol table in applying for Gwaii Trust funding to cover estimated start up and administration costs of approximately \$100,000 per year to be

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continued for a two year term. Further ongoing funding to be dependent on a review of activities, expenses, and value to the Communities.

Doug Daugert

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Haida Gwaii All-Islands Protocol Table



May 28, 2019

Gwaii Trust Society

PO Box 588, 162 Raven Ave, Old Massett, VOT 1M0

PO Box 1257, 226 Front Street, Skidegate, VOT 1S1

Re: Request for the Gwaii Trust Society to consider creating a special program to provide ongoing funding for an All-Island Governance structure for Haida Gwaii

On behalf of the All-Islands Protocol Table, this letter is to propose that the Gwaii Trust Society create an ongoing "Islands Governance" funding program to provide administrative and operational support for the All-Islands Protocol Table and the North/South/Central Graham Island Gwaii Trust Advisory Committees. The program would provide annual funds for an employee, and an operational budget to coordinate regular meetings, maintain records and implement the agendas of the Protocol Agreements, while also supporting the role of the Advisory Committees as has been requested by the communities.

This funding would facilitate the implementation of the Haida Gwaii Protocol Agreements, signed between the Council of the Haida Nation and the Islands communities, in accordance with the stated purposes, goals, and objectives of the Society as stated in its Constitution and 2017-2022 Business Plan.

Rationale:

Currently, the support available for Islands governance under existing Gwaii Trust programming is restricted to the Major Contributions Grant, which cannot be used for core funding, must be re-applied for annually, and requires 50% equity from government applicants. The All-Islands Protocol Table is respectfully requesting that the Gwaii Trust Society to create a special program to provide core funding on a long-term basis, without the 50% equity requirement.

Islands governance has consistently been identified as a top priority for Haida Gwaii's residents and governments in overcoming the multitude of challenges we face as the Islands Community; establishing a robust all-islands governance body is central to achieving the goals of ensuring healthy environments, individuals, communities, and economies on Haida Gwaii.

Island governance was identified as a top long-term priority at the Gwaii Trust Economic Development Forum in 2014, and included in the 2014 Gwaii Trust Vision and Mission graphic. The Constitution of the Gwaii Trust Society provides a broad mandate for the support of islands governance, while the Gwaii Trust Society 2017-2022 Business Plan gives more specific direction.

The Gwaii Trust Constitution states that the Society's purposes include:

- "2.(a)(iii) assisting in promoting the making of decisions by the Community that affect the economy and culture of the Community."
- "2.(a)(v) fostering the spirit of cooperating, cultural understanding, and trust by promoting the concept of the Islands as a Community."

.../2

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- “2.(a)(xii) providing, where appropriate, local municipal services in lieu of a municipality doing so.”

The 2014 Gwaii Trust Society Vision and Mission graphic references the need for “fostering collective history respectfully” in the implementation of “all-island initiatives, [without] duplication of services.” Most pertinently, this graphic identifies the All Islands Protocol Table as holding a “leadership role in facilitating islands economic development,” with the “Future of Haida Gwaii” on the table in front of them.

At the 2014 Gwaii Trust Economic Development Forum, the summary of the Governance and Management sector discussions identified the need for “one all-island unifying body” and a “comfortable, fair governance system.” This group specifically stated the “Island Protocol Table needs more resources – agreements need to be revisited (but not basic principles) and communities need to reconnect, build island unity.” (p.11-12)

The Gwaii Trust Society 2017-2022 Business Plan incorporates these recommendations under Priority 3 - Healthy Islands:

“4.2 Improve Island governance by initiating partnerships and collaboration between local governments and supporting the development of an Island governance structure by 2022.”
(p.24)

Protocol Agreements:

In these above stated purposes, vision, mission, goals, and objectives of the Gwaii Trust Society, the All-Islands Protocol Table recognizes significant alignment with its own purpose and agenda, as established in the Protocol Agreements between the CHN and islands communities.

These Protocol Agreements state:

“The people who live on Haida Gwaii have a vested interest in the present and future well-being of the land, waters, and people of Haida Gwaii and that we all seek security for our family and homes.

1.1 The Parties intend to improve the quality of life and stability of the Island Community through responsible management of the resources of Haida Gwaii.

2.2 It is our intention to work together in common cause for the benefit and betterment of the Island Community.

2.4 Decisions that affect the well-being of our communities and these islands should be made by the people who live on island in accordance with the spirit of this agreement.

3.1 [The Parties will] work together in designing a future that will support a healthy environment and create a sustainable islands economy.

4.1 The Parties will design decision making framework to guide subsequent discussions.

4.3 [The Parties will] Investigate and discuss options and design an all island governance model.

4.5 [The Parties will] Identify and discuss economic development opportunities and needs for future growth.”

The commonalities that exist between the Gwaii Trust and the Protocol Table are not entirely coincidental – these organizations both came into existence in similar political contexts on Haida Gwaii, as a result of island residents demonstrating unity and cooperation to achieve mutual local goals. While the Gwaii Trust Society predates the Protocol Agreements by over a decade, the Protocol Agreements seek to address many of the same issues with only a slightly different approach.

In its Constitution, Bylaws, and Business Plan, the Gwaii Trust Society has acknowledged the boundaries and limitations of its role as a funding body for Haida Gwaii rather than a government, but also recognizes that its mandate as an organization representing all island communities as well as its financial resources place it in a unique position of power on Haida Gwaii. Through the history of the creation of the South Moresby Forest Replacement Account, the Gwaii Trust, the Gwaii Forest Charitable Trust and the Athlii Gwaii Legacy Trust, the people of Haida Gwaii have demanded that decisions that affect the well-being of Haida Gwaii must be made by residents of Haida Gwaii through equitable representative governance structures, such as the internal system used by the Gwaii Trust Society.

However, recognizing the limitations of the Gwaii Trust Society to act as an all-Island government, the All-Islands Protocol Table is seeking to advance discussions about strengthening unified island governance, with the goal of simultaneously implementing the agenda of the Protocol Agreements and advancing the priorities, goals, and objectives of the Gwaii Trust.

Community Alignment:

On February 9, 2019 representatives of all of the islands governments met with Gwaii Trust directors and confirmed support for the existing Gwaii Trust governance structure. At this meeting, representatives discussed the topic of Gwaii Trust supporting an all-islands governance funding program, and the potential for mutual benefits for the Gwaii Trust Society in relation to their Advisory Committees.

On March 9, 2019, the President of the CHN, Haida Gwaii's municipal mayors and Regional District Directors met in Tlell to discuss the preliminary needs for designing a structure of all-islands governance, including rough budgeting, and agreed to take the next step to send this letter, formally requesting the Gwaii Trust Society support the creation of an all-islands governance funding program in consultation with the All-Islands Protocol Table.

The preliminary budget estimate is \$100,000 annually, divided roughly into \$60,000 for an employee position, and a \$40,000 operating budget for administration, hosting meetings, forums, etc.

We look forward to discussing this proposal further; we believe we can work together to unite and strengthen islands governance, and improve the wellbeing of the people, communities, and environments of our home on Haida Gwaii.

Sincerely,

Gaagwiis Jason Alsop, President of the Haida Nation

Barry Pages, Mayor of Masset

Billy Yovanovich, Chief Councillor, SBC

Doug Daugert, Mayor of Port Clements

Duffy Edgars, Chief Councillor, OMVC

Johanne Young, Director, NCRD Area 'D'

Kris Olsen, Mayor of Queen Charlotte

Evan Putterill, Director, NCRD Area 'E'

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Village of Masset
Council of the Haida Nation
Village of Port Clements

the document was signed and dated March 19, 2004

PROTOCOL AGREEMENT

An understanding about working together for the well-being of the land, waters and people of Haida Gwaii.

BETWEEN: The Council of the Haida Nation (CHN)

AND: The Municipalities of Port Clements and Masset.
(Referred to collectively here as the "Communities".)

This agreement is without prejudice to the position of the Haida Nation in any proceeding before a court of law or administrative tribunal or in negotiations with respect to sovereignty, ownership or title.

This agreement will not diminish the powers, duties and functions of the Communities

1 RECOGNITION AND AFFIRMATION

1.1 The CHN appreciates the Communities efforts to invest in and improve the quality of life and stability of the Island Community in calling for responsible management of the resources of Haida Gwaii.

1.2 The Communities respect the hereditary responsibilities and the relationship of the Haida people to Haida Gwaii.

1.3 The CHN accepts that the people who called the islands home are most affected by land use and title disputes and invites the participation of the Communities to represent their interests in talks regarding conciliation of Crown and Haida title.

1.4 The Communities recognize the co-existence of Crown and Haida aboriginal title and accept the offer of the CHN to participate in conciliation talks.

1.5 The Parties will ensure that individuals and Communities will not be dispossessed of lands, and that any unlawful past dispossession of lands will be the liability of the Crown.

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2 BASIS OF ACCORD

2.1 People seek security for their families and homes.

2.2 It is our intention to work together in common cause for the benefit and betterment of the Island Community.

2.3 The management of land and marine resources over the past 50 years have put the islands in a precarious position.

2.4 Decisions that affect our communities and people have been made by off island regimes that have little or no personal interest in the future of these islands. Decisions that affect the well-being of our communities and these islands should be made by the people who live on island in accordance with the spirit of this agreement.

2.5 The harmonization of Haida and Crown titles need not be divisive or exclusive and can be taken as an opportunity to make things better.

2.6 The CHN and Communities affirm that forestry, fishing, tourism and all other development must be done in a planned and deliberate manner and that a healthy environment is the foundation upon which the future of our cultures, economy and society depend.

2.6.1 The Parties accept, as a standard, and will work together to achieve and maintain the rights afforded in the Canadian Charter of Rights and Freedoms.

3 PURPOSES OF AGREEMENT

3.1 To work together in designing a future that will support a healthy environment and create a sustainable islands economy.

3.2 To initiate a series of discussions regarding the possible outcomes and implications of Haida aboriginal rights and title, strategic land and coastal resource use planning, islands governance, economic development and other related topics described in Section 4.

3.3 All parties signing this document agree to participate in the spirit of respectful co-operation to design a relationship that is meaningful and balanced now and in the future, regardless of future court decisions. The parties further agree to support and promote jointly made decisions as a result of discussions held as outlined in 3.2 above.

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5 **MEETINGS**

5.1 A schedule of meetings will be prepared monthly, quarterly or otherwise as need be, as agreed to by both parties in consultation and consideration of the topics for discussion. All meetings will be public and open.

5.2 An Islands wide symposium or conference will be held once per year so that major subjects can be discussed in a large public forum.

6 **NATURE OF THIS ACCORD**

This accord is a living document, subject to changes identified through community dialogue and agreement.

7 **RATIFICATION**

This accord is ratified by the Haida Nation and the Communities as appropriate to our various organizations and councils.

8 **SIGNATURES** *(original document is signed by the following)*

Guujaaw, President of the Haida Nation

Dale Lore, Mayor, Village of Port Clements

Barry Pages, Mayor, Village of Masset

Witnesses:

Notes:

1) *The definition of sustainability as per the ICSI consensus document: "For the present generation to have the use of natural resources, without compromising the same opportunities for future generations.*

2) *Conciliate means to bring together, assemble, union. To overcome, as distrust or hostility. To render accordant or compatible: reconcile.*

3) *Harmony. The phrase "in harmony with" is synonymous with "in agreement, conformity or accordance with".*

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4 **AGENDA**

4.1 The CHN and the Communities will design decision-making framework to guide subsequent discussions.

4.2 An initial discussion will be held regarding the implications and possible outcomes of Haida aboriginal rights and title. The Parties will make the community members aware of the differences between the treaty process, aboriginal title and the implication of court decisions; and will

4.3 Investigate and discuss options and design an all island governance model; and

4.4 Discuss areas of interest to the communities and residents related to the reconciliation of Haida and Crown title, such as property rights; and

4.5 Identify and discuss economic development opportunities and needs for future growth including but not limited to:

- Community Forestry
- Access to timber for local mills and manufacturers
- Reestablishment of a local Marine economy
- Tourism

4.6 The Parties will support a strategic land and coastal resource use plan for the islands that incorporates local knowledge with science; and will

4.7 Identify innovative ways to make adjustments and transitions associated with the outcomes of land and marine use planning; and

4.8 Review the management of forest and marine resource industries such as logging, fishing and tourism. This will include establishment of a Haida Gwaii Forest Council to aid in the cooperative development of innovative solutions that will promote sustainable planning and management initiatives; and

4.9 Define infrastructure, social development needs and opportunities and identify their solutions. Examples: education and health care; and

4.10 Address other matters, as the parties deem necessary.

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ACTION ITEMS

<u>#</u>	<u>Date</u>	<u>Description</u>	<u>Lead</u>	<u>Follow up</u>
A30	06-09-2016	Weight Room Upgrades	Administration	Questionnaire distributed on equipment use - Several Turned in. Grant Writer to look for opportunities Ruth Bellamy & CAO toured facilities to determine what improvements should be made. Grant Writer searching out funding.
	14-03-2019			Councillor Kish contacted Grant Writer about grants. She also spoke to Ruth Bellamy about equipment and removal of non-essential items. Plan to dispose of these items during free tipping day
A31	03-04-2017	Health Clinic Ventilation	Administration	Sullivan Mechanical has completed a site visit and will present a plan for a fitting for a HRV & quote. Still in Progress. CAO to write a letter to company requesting a deadline for install Sullivan Mechanical submitted a quote and Council will discuss.
			Public Works	Get report from Public Works Superintendent re: alternative solution that was inexpensive. (1 page of options).
A36	08-08-2017	Sunset Park Mgmt. Plan	Council	Review recently adopted Management plan in Nov/Dec 2017 and again in Nov/Dec 2018. Draft plan circulated to Council for review. Motion made to hold public hearing and then adopt Management Plan. Staff dealing with scheduling.
	16-04-2019			
	03-06-2019			
A-41	2018-09-260	Amend the Campground Bylaw fees		Still in Progress - Still needs to be reviewed
A-42	01-03-2019	Website updates		Still in progress. There were technical issues with the website designer. Website being transferred. Website live, further content & bug check in progress Issues with payment portal, portal down for repairs Payment portal option is scheduled for review on June 3rd, 2019. Developer keeps re-scheduling on staff.
	14-03-2019			
	26-03-2019			
	12-04-2019			
	12-05-2019			
	13-06-2019			Payment portal was intended to go live with developer progress made at June 3rd review, but Developer keeps re-scheduling on staff. Final Meeting for website to go live set for June 14th, but meeting rescheduled for June 17th by developer.

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