



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](mailto:office@portclements.ca)  
Web: [www.portclements.ca](http://www.portclements.ca)

7:00 p.m. Minutes for the Council Meeting held on Monday, April 15<sup>th</sup>, 2019

Mayor Doug Daugert  
Councillor Kazamir Falconbridge  
Councillor Ian Gould  
Councillor Brigid Cumming  
REGRETS - Councillor Teri Kish  
CAO Ruby Decock

Present: Pat Johnston, Bev Lore, Maureen Bailey, Joan Hein, Kelly Whitney-Gould, Julia Breese, Wayne Nicol.

**Meeting called to order at 7:00 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**

2019-04-74 – Moved by Councillor Cumming, seconded by Councillor Gould

THAT Council adopt the agenda with the addition of C-3 – Tourism Meeting notes and deletion of the second G-2 – Update on Street lights. Recommended motion should be placed under UB-1 – Froese Street Lights.

**CARRIED**

**2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS**

D-1 – St. Mark's Church – 'St. Mark's Group' Delegation – Presenter Kelly Whitney-Goud

2019-04-75 – Moved by Councillor Cumming, seconded by Councillor Falconbridge

THAT the Village of Port Clements Council is responsible for economic development in the Village, tourism is part of economic development, that we support re-opening St. Mark's this year (July – September) and will consider hiring a tourism & events coordinator this year.

**CARRIED**

2019-04-76 - Moved by Councillor Gould, seconded by Councillor Falconbridge

That Council directs staff to work with the tourism group to work out the details in their plan.

**CARRIED**

**3. MINUTES**

M-1 –April 4<sup>th</sup>, 2019 Special Council Meeting Minutes

2019-04-77– Moved by Councillor Cumming, seconded by Councillor Falconbridge

THAT Council adopt the April 4<sup>th</sup>, 2019 Special Council Meeting Minutes with the following amendments: add CAO Ruby Decock's name to the list of attendees.

**CARRIED**

#### **4. NEW BUSINESS & Unfinished Business**

##### **UB-1—Froese Street Lights**

2019-04-78—Moved by Councillor Falconbridge seconded by Councillor Cumming

THAT the Council tables update on the street lights for Froese Subdivision road until report is submitted.

**CARRIED**

#### **5. ORIGINAL CORRESPONDENCE**

##### **C-1 – Manzanita Snow – Rabbit Bylaw Request**

2019-04-79—Moved by Councillor Cumming, seconded by Councillor Falconbridge

THAT Council receives the correspondence from Manzanita Snow.

**CARRIED**

2019 -04-80 – Moved by Councillor Gould, seconded by Councillor Falconbridge

THAT Council directs staff to contact the SPCA and the Village of Queen Charlotte about the rabbit issue.

**CARRIED**

##### **C-2 – Northern Capital and Planning Grant News – Province of BC**

2019-04-81—Moved by Falconbridge, seconded by Councillor Cumming

THAT the Council receives the Letter from Minister.

**CARRIED**

##### **C-3 – Tourism Meeting Notes**

2019-04-82—Moved by Cumming, seconded by Councillor Falconbridge

THAT Council receives the Tourism Meeting Notes from the informal meeting on March 29, 2019.

**CARRIED**

#### **6. FINANCE**

##### **F-1 – Report on Investing – CAO Ruby Decock**

2019-04-83—Moved by Gould, seconded by Councillor Cumming

THAT Council receives the report on investing.

**CARRIED**

2019-04-84 – Moved by Councillor Falconbridge, seconded by Councillor Cumming

THAT Council invests the \$2.085 million dollars from the Northern Capital and Planning Grant in the National Bank of Canada's pooled interest savings account offered by the Municipal Finance Authority; and, that the signers for the account be the administrative staff and Mayor (should the Mayor be unable to sign due to absence for 2 weeks then the Deputy Mayor is authorized to sign in their stead); and, that Council directs staff to draft a dedicated reserve fund bylaw for the Northern Capital and Planning Grant.

**CARRIED**

#### **7. GOVERNMENT**

##### **G-1- Paul Turje Proposal – Waste Water Treatment Upgrading Reconnaissance Report**

2019-04-85—Moved by Falconbridge, seconded by Councillor Cumming

THAT Council receives the proposal – Waste Water Treatment Upgrading Reconnaissance Report.

**CARRIED**

2019-04-86—Moved by Councillor Falconbridge, seconded by Councillor Gould  
THAT whereas the timeline for getting founding is limited and the number of Engineering firms capable of doing the required investigation within that time frame is limited; and, whereas the Engineering firm of P.S. Turje & Associates is familiar with the physical characteristics of our wastewater system and the resources available at this time; therefore, the Council of the Village of Port Clements agrees to waive the purchasing Policy (Policy #3) in awarding of this contract.

**CARRIED.**

2019-04-87 – Moved by Mayor Daugert, seconded by Councillor Gould.  
THAT the Council of the Village of Port Clements accept the offer of services described in the report titled Waste Water Treatment Upgrading Reconnaissance Report from P.S. Turje & Associates.

**CARRIED**

**G-2 – Paul Turje Proposal – Waste Water Treatment Documentation Proposal**

2019-04-88—Moved by Falconbridge, seconded by Councillor Cumming  
THAT Council receives the proposal – Waste Water Treatment Documentation Proposal.

**CARRIED**

2019-04-89– Moved by Mayor Daugert, seconded by Councillor Falconbridge  
THAT whereas the timeline for getting funding is limited and the number of Engineering firms capable of doing the required investigation within that time frame is limited; and whereas the Engineering firm of P.S. Turje & Associates is familiar with the physical characteristics of our wastewater system and the resources available at this time; Therefore the Council of the Village of Port Clements agrees to waive the purchasing Policy (Policy #3) in the awarding of this contract.

**CARRIED**

2019-04-90-Moved by Mayor Daugert, seconded by Councillor Falconbridge  
THAT the Council of the Village of Port Clements accept the offer of services described in the report titled Waste Water Treatment Documentation from P.S. Turje & Associates.

**CARRIED**

**8. NEW BUSINESS**

**9. REPORTS & DISCUSSIONS**

**Councillor Falconbridge** – attended budget meeting.

**Councillor Cumming** – attended strategic planning meetings & budget meeting, attended asset management presentation, and Emergency Management Core Training.

**Councillor Gould** – attended asset management plan training and strategic planning/budget meeting.

**Mayor Daugert** – attended strategic planning & budgeting meeting today and attended Emergency Planning CORE training.

**CAO Decock** – Attended the Emergency Preparedness All Island Meeting & visited with Bluetown satellite wifi system at the meeting. Attended Emergency Preparedness BC's CORE training (1<sup>st</sup> course in BC), worked on budgeting and will continue to work on the budgeting. Met with Wildfire BC – identified that they are present on island. Met with Small Craft Harbours and toured our facilities. Alone in the office this week. Attended asset management planning information meeting with Council and Asset management training.

## 10. ACTION ITEMS

Staff directed to circulate the Sunset Park Management Plan to Council prior to next Council Meeting.

## 11. QUESTIONS FROM THE PUBLIC & PRESS

Pat Johnston – Is there a budget for hiring a gardener?

**Answer:** There is an increase in the budget to help address beautification such as the flower beds and hiring for it.

Pat Johnston – Any chance on extending the boat launch? It would help with Tourism, Logging and limited space issues at the Harbour.

**Answer:** There are no current plans to extend the boat launch. This would involve working with Small Craft Harbour to extend their infrastructure, which is a time-consuming process, and it would be costly.

Bev Lore – Could we have a destination tourism tax on-island? It would mostly be aimed at tourists, for example at Airports, etc. Something that can be used to fund local infrastructure, ex. Swimming pool. You see these things on hotel bills when you go off-island.

**Answer:** That is an interesting idea. This has been looked at before but did not go anywhere due to Sandspit Airport being under federal jurisdiction, BC Ferries under provincial jurisdiction and their not being significant support from hotels on-island. The Village can put a hotel tax within our boundaries, but it would generate very little revenue.

Bev Lore – With the North Capital and Planning Grant 2.085 million - are we only investing it and not spending it?

**Answer:** We are investing it while we decide what to spend it on with infrastructure and planning. This way we can collect interest on it. We are also required to do this in the terms of the grant.

Maureen Bailey – With the Intern starting in May would Council consider re-opening the office to the public on Mondays on a permanent base?

**Answer:** It may be considered.

## 12. IN-CAMERA

## 13. ADJOURNMENT

2019-04-91—Moved by Councillor Cumming

THAT Council adjourns the Regular Council Meeting at 9:10 p.m.

**CARRIED**



Doug Daugert  
Mayor



Ruby Deacock  
CAO