



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

Minutes of the Regular Meeting of Council, Monday, October 7th, 2019

Present:

Mayor Doug Daugert
Councillor Ian Gould
Councillor Teri Kish

CAO Ruby Decock

Regrets:

Councillor Kazamir Falconbridge
Councillor Brigid Cumming

Members of the Public and Press Present: Julia Corbett, Aaron Cunningham, Bev Lore, Doris Watson, Marilyn Bliss.

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

2019-10-247—Moved by Councillor Gould, seconded by Councillor Kish
THAT the agenda be adopted with the addition of NB-1- Donation Request- MIEDS.
CARRIED

2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS

T-1 – Opening of Rainbow Wharf Tenders
2019-10-248—Moved by Councillor Gould, seconded by Councillor Kish
THAT Council receives both packages.
CARRIED

3. MINUTES

M-1— September 16th, 2019 Regular Council Meeting Minutes
2019-10-249—Moved by Councillor Kish, seconded by Mayor Daugert
THAT the September 16th, 2019 Regular Council Meeting Minutes be adopted with amendments to Wayne Nicol's question under section 11. Questions from the Public & Press, changing "r funding" to "for funding".
CARRIED

M-2—September 18th, 2019 Special Council Meeting Minutes
2019-10-250—Moved by Councillor Kish, seconded by Mayor Daugert
THAT the September 18th, 2019 Special Council Meeting Minutes be adopted as presented.
CARRIED

2019-10-251—Moved by Mayor Daugert, seconded by Councillor Kish.
THAT Council use the Northern Capital and Planning Grant to hire Double Drilling and Western Water Associates as motioned in the September 18th, 2019 meeting.
CARRIED

4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS

UB-1 – Purchasing Policy No.03 -- Review & Amend – CAO Decock
2019-10-252—Moved by Councillor Gould, seconded by Councillor Kish
THAT Council receives the Report with the revised and amended Purchasing Policy No.03.
CARRIED

2019-10-253—Moved by Councillor Gould, seconded by Councillor Kish
THAT Council adopts the revised and amended Purchasing Policy No.03.
CARRIED

5. ORIGINAL CORRESPONDENCE

C-1 – North Coast Regional District Board Highlights – NCRD
2019-10-254—Moved by Councillor Gould, seconded by Councillor Kish
That Council receives the North Coast Regional District Board Highlights.
CARRIED

6. FINANCE

7. GOVERNMENT

G-1—Winter Holidays Grant – CAO Decock
2019-10-255—Moved by Councillor Gould, seconded by Councillor Kish
THAT the Village of Port Clements supports an application to the Gwaii Trust Society's 2019 Winter Holidays grant for \$10,000 to support the annual 'Port Bucks' program, Seniors' Christmas dinner, Breakfast with Santa, and Tlell Christmas Party.
CARRIED

G-2—NDIT Fall Grants for MIEDS: Grant Writer and Economic Development Capacity Building Program Grant Applications -- MIEDS
2019-10-256—Moved by Councillor Kish, seconded by Mayor Daugert
That Council receives CAO Decock's report.
CARRIED

2019-10-257—moved by Councillor Gould, seconded by Mayor Daugert
That Council supports the MIEDS application to Northern Development Initiative Trust (NDIT) 2019 Grant Writer Support Program.
CARRIED

2019-10-258—moved by Councillor Kish, seconded by Mayor Daugert
THAT Council approves the 2020 administrative budget for the Grants Manager be \$4595.00.
CARRIED

2019-10-259—Moved by Mayor Daugert, seconded by Councillor Gould
THAT Council supports the MIEDS application to Northern Development Initiative Trust (NDIT) 2019 Economic Development Capacity Building Program.

CARRIED

G-3 – Animal Welfare Representative – Jennifer Rutt

2019-10-260—Moved by Councillor Kish, seconded by Councillor Gould

THAT Council appoints Councillor Kish as the representative and Councillor Gould as the alternate for the Animal Welfare Working Group.

CARRIED

8. NEW BUSINESS

NB-1—Donation Request- MIEDS

2019-10-261—Moved by Councillor Gould, seconded by Councillor Kish

THAT Council receives CAO Decock's verbal report.

CARRIED

2019-10-262—Moved by Mayor Daugert, seconded by Councillor Gould

THAT Council tables the request for the donation for MIEDS trade show for additional information for the October 21st, 2019.

CARRIED

9. REPORTS & DISCUSSIONS

R-1 – Report on UBCM 2019 - Mayor Daugert

R-2-- NCRD Regional Meeting – Mayor Daugert

2019-10-263—Moved by Councillor Gould, seconded by Councillor Kish

THAT Council receives Mayor Daugert's UBCM 2019 Report and NCRD Regional Meeting Report.

CARRIED

R-3--CAO Decock Updates:

UBCM Convention- Attended clinic on Emergency Health Services: Developing Municipal Agreements, Small Talk Forum (jointly presented with NCRD & VQC on the Tsunami Pole Project & attended luncheon). Attended the Trade Show and found valuable contacts on software, streetlights, and municipal items (ie. water metering, plant containers, consulting firms, resource services, etc.); attended clinic Be Fair: Responding Effectively to Complaints, attended the NCLGA Luncheon. Attended the CAO Breakfast (discussion of upcoming new tools & papers for CAO's were presented and discussion on Local Government Benefit Programs); attended BC Hydro meeting with Mayor Daugert.

NDIT Intern – This program was from May 2019 and set to complete in April 2020. Intern Emily Welford gave her notice in September 2019 and her last day of work was September 30, 2019. This means that funding of \$40,000 from NDIT Intern Program budget and the Gwaii Trust Communities Innovation Grant will not be fully utilized. In discussions with NDIT, the program decided not to refill her position.

Vibrant Community Updates – Application for funding the Rainbow Wharf Maintenance through the Vibrant Communities Grant has been submitted to Gwaii Trust. Awaiting approval for the approval of the funding. If successful, the remaining budget in the Vibrant Communities Grant for Port Clements is approximately \$314,000. However, the remainder of the grant money has been allocated in capital projects in 2019 and 2020. Most of the 2019 budget is not going to be used because of the well project portion being used from the Northern Capital & Planning Grant.

Replacing Asbestos Cement Water lines -AC pipe replacement budgeted for replacement in 2020 through the Rural Dividends fund; however, as the VOPC was unsuccessful in the sewer lagoon funding all funding through sewer replacement costs will be acquired through another application being sought out by the current Sewer design and proposal works being completed by P.S. Turje & Associates. Anticipate replacement costs for the AC cement will be postponed until 2021

Clinic Heat Return Ventilation System – Budgeted and install proposed for October/November 2019.

BC Ambulance Trailer Install – In early October, BC Ambulance will be installing a trailer adjacent to the Ambulance Station. This trailer will provide sleeping quarters, bathroom & shower facilities for ambulance staff.

Fire Hall Exterior Renovations – Contract has been awarded to Shaaroon Services. Roof has been completed and siding has been commenced. Project has been delayed due to shipping of materials and specialty items (doors, windows, lights) not arriving. Original completion date was September 30, 2019; however an extension has been given to contractor to complete the project by the end of October 2019.

Sewer Lagoon Study & Engineering Work – P.S. Turje & Associates were contracted to assist VOPC in becoming compliant with the legislated Wastewater Effluent Discharge requirements. Work is on track with the necessary on site professional surveys being completed and a License of Occupation for adjacent lands has been acquired to expand the sewer treatment facilities. Funds for this portion of the project is being funded by the Northern Capital & Planning Grant. Submission for infrastructure grants will be submitted in early 2020.

Well Development – In August 2018, Council applied to the Green Infrastructure – Investing in Canada Infrastructure Program to obtain funds to develop a new well development, connect it to the Water Treatment Plant. The application was unsuccessful. In September 2019, Council agreed to drill two wells and hire Western Water Associates hydrologist. Wells are scheduled to be drilled in November 2019 when Double D Drilling returns to Haida Gwaii. The Village will apply for grants that will fund connecting the wells to the Water Treatment Plant and all electrical monitoring requirements.

CAO Decock's plans for October 2019 – 5-year Strategic Planning Session with Council at end of October or beginning of November; October 19 – 25th attending Statutory Approving Officers Training in Kamloops. Developing Adjudication Bylaw, Human Resource Policy development and revision

2019-10-264—Moved by Councillor Gould, seconded by Councillor Kish
THAT Council receives CAO Decock' s updates.

CARRIED

Councillor Kish – met with Minister Jinny Simms and MLA Jennifer Rice about Fibre Optics.

Councillor Gould – Attended Minister Jinny Simms meeting. Going to be submitting report Council about Tourism/Recreation Coordinator around October 21st meeting. Is going to check up with Ministry on power disruptions.

2019-10-265—Moved by Mayor Daugert, seconded by Councillor Kish
THAT Council receives the verbal reports from Councillor Kish and Councillor Gould.

CARRIED

10. ACTION ITEMS

A-1 – see Action Items list.

11. QUESTIONS FROM THE PUBLIC & PRESS

Bev Lore: Regarding the work on the Rainbow Wharf, what size vehicles are going to be permitted? Is it just going to be a standard for regular vehicles or is it going to be up to salt trucks?

Answer: it is designed for lighter loads, so not salt trucks or other equipment vehicles. The way it is designed does not even allow for barges to moor at it currently without incurring damage to the structure. The repair work is more about getting the structure in order, but it would be down to pickups. Until Council makes a motion to unlock Rainbow Wharf to vehicle traffic it will continue to be unavailable, especially due to the previous issues with misuse from oversized vehicles. The endemic issues with the structure are going to prevent it from being used as it has been used in the past, as it just was not designed for some uses and it cannot be adapted without rebuilding it. Council cannot permit uses beyond the structure's capacity; it creates a liability. Exceptions might be made within the limitations given by the Engineers, and we are trying to get it to where it is insurable to have events out there and still maintain our good liability insurance rates.

12. IN-CAMERA

13. ADJOURNMENT

2019-10-266—Moved by Councillor Kish
THAT the Council Meeting be adjourned at 8:11 PM.
CARRIED



Mayor Doug Daugert



CAO Ruby Decock