



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 PM Regular Meeting of Council, Monday, November 16th, 2020

AGENDA

- 1. ADOPT AGENDA**
- 2. 2020 BYELECTION**
B-1--2020 Village of Port Clements By-Election – Chief Elections Officer Kim Mushynsky
- 3. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS**
- 4. MINUTES**
M-1—October 19th, 2020 Regular Council Meeting Minutes
- 5. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS**
- 6. ORIGINAL CORRESPONDENCE**
C-1—Request for Tennis Court Improvement- Harmonie Blais
C-2— Concern of Dyson Corner Development - Wendy Quinn
C-3—Adoption Awareness Month – Provincial Director of Child Welfare/Adoption\
C-4—Successful Application for Seniors Program on Haida Gwaii - Haida Gwaii Recreation
- 7. FINANCE**
- 8. GOVERNMENT**
G-1—Donation to Canadian Legion
G-2—Islands Solid Waste Management Regulation, Fees and Charges Bylaw Amendment No. 669, 2020 notification -- North Coast Regional District
- 9. NEW BUSINESS**
- 10. REPORTS & DISCUSSIONS**
R-1—Meeting Update & Wharf Use Experience - Doug Daugert
- 11. ACTION ITEMS**
A-1- Action Items List
- 12. QUESTIONS FROM THE PUBLIC & PRESS**
- 13. IN-CAMERA**
90(1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:
(j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act;
- 14. ADJOURNMENT**

2020 Village of Port Clements Bi-Election Report to Council

In regards to the 2020 bi-election, and per the Local Government Act, the Chief Election Officer must make a report to Council within 30 days after declaring the results of the bi-election.

Following is a recap of the election process:

The initial nomination period ended October 9, 2020. At the close of the nomination period at 4pm we did not have any nominations so, per regulatory requirements, the nomination period was extended to 4pm on Tuesday October 13, 2020. At the close of the extended nomination period we received one nomination package. Therefore, the 2020 Bi-Election has been declared by acclamation.

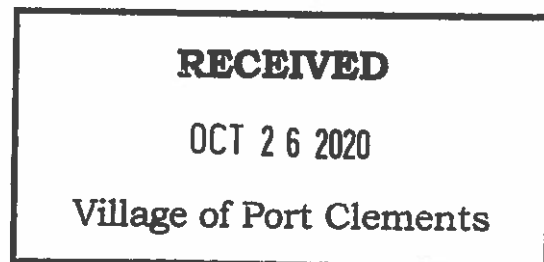
The acclaimed candidate is Kelly Lynn Whitney-Gould.

There have been no challenges to this process.

Respectfully submitted



Kim Mushynsky – Chief Elections Officer for Village of Port Clements





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Minutes of the Regular Meeting of Council, Monday, October 19th, 2020

Present:

Mayor Daugert
Councillor Cumming
Councillor Falconbridge via telephone
Councillor Gould
CAO Ruby Decock

Members of the Public and Press: Marilyn Bliss, Bev Lore

Meeting Called to Order at 7:03 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

2020-10-211—Moved by Councillor Gould, seconded by Councillor Cumming
THAT the October 5th, 2020 Regular Council Meeting Agenda be adopted with the addition of
“(d) the security of the property of the municipality;” for reasons of going In-Camera under section
90(1)
CARRIED

2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS

3. MINUTES

M-1—October 5th, 2020 Regular Council Meeting Minutes
2020-10-212— Moved by Councillor Cumming seconded by Councillor Gould
THAT the October 5th, 2020 Regular Council Meeting Minutes be adopted as presented.
CARRIED

M-2—Vibrant Community Commission September 2, 2020 Minutes
2020-10-213— Moved by Councillor Cumming, seconded by Councillor Gould
THAT the September 2nd, 2020 Vibrant Community Commission Meeting Minutes be received as
presented.
CARRIED

M-3—Vibrant Community Commission September 16, 2020 Minutes
2020-10-214— Moved by Councillor Gould, seconded by Councillor Cumming
THAT the September 16th, 2020 Vibrant Community Commission Meeting Minutes be received as
presented.
CARRIED

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

BA-1- Rise & Report – In-Camera Council Meeting October 5th, 2020

- *Appointment of CAO Ruby Decock as the Deputy Chief Elections Officer*
- *Councillor Kazamir Falconbridge appointed to Public and Technical Advisory Committee*
- *A letter is being sent for the ongoing financial support for the All Islands Protocol Table for 2021*

5. **ORIGINAL CORRESPONDENCE**

Councillor Cumming left the room at 7:09 pm due to conflict of interest

C-1—Request for Housing Project as Strategic Priority - Port Clements Housing and Restoration Society

2020-10-215— Moved by Councillor Gould, seconded by Councillor Falconbridge

THAT Council receives the request from the Port Clements Housing and Restoration Society.

CARRIED

DIRECTION: to include this in strategic planning, along with the update of OCP and the zoning bylaw.

Councillor Cumming returned to the room at 7:14 pm.

C-2—Board Highlights – NCRD

2020-10-216— Moved by Councillor Cumming, seconded by Councillor Gould

THAT Council receives the Board Highlights from the NCRD.

CARRIED

6. **FINANCE**

F-1 – 3rd Quarter Financial Report – January to September 2020 Update

2020-10-217— Moved by Councillor Cumming, seconded by Councillor Gould

THAT Council receives F-1- 3rd Quarter Financial Report – January to September 2020 Update.

CARRIED

7. **GOVERNMENT**

8. **NEW BUSINESS**

9. **REPORTS & DISCUSSIONS**

R-1- Public Works Quarterly Report

2020-10-218— Moved by Councillor Cumming, seconded by Councillor Gould

THAT Council receives the Public Works Quarterly Report.

CARRIED

DIRECTION: for Strategic planning – address heating to the fire hall be brought forward.

Mayor Daugert: Integrated Advisory Committee meeting with regards to fishing issues with large scale management area working towards the marine management partnership process. It is a provincial initiative with First Nations. It is more restrictive regarding ebio (technical environmental) versus socioeconomic concerns. It is focused on conservation at that point and not yet on socioeconomic concerns. Agreement that socioeconomic concerns should be included. 2-year map project on ecology of area. Attended NCRD meeting. NCRD decided to grant all museums \$1500 each with the help of Councillor Cumming's efforts to get more money for museums.

Councillor Cumming: Attended Special Meetings of Council. Nothing to report.

Councillor Falconbridge: Attended Special Meetings and nothing else to report.

Councillor Gould: Vibrant Community Commission is working hard for grant applications.

CAO Decock: Pretty busy dealing with grant applications, grant reporting, and balancing with existing projects such as the Rainbow Wharf and Small Craft Harbour contracts. Oriented new Public Works Assistant.

2020-10-219—Moved by Councillor Cumming, seconded by Councillor Gould
THAT council receives the verbal reports.

CARRIED

10. ACTION ITEMS

A-1- Action Items List

11. QUESTIONS FROM THE PUBLIC & PRESS

Question – Marilyn Bliss: Will there be a public meeting for strategic planning (for 2021)?

Answer: In the past we have varied public participation. Usually 1-2 meetings were just Council, and then 1-2 were public (such as a COW). Strategic planning is separate from Official Community Planning, which is a more extensive process that requires public consultation.

Question – Bev Lore: With the Recreation Budget for 2021, as we do not know how things are going to look in 2021 we have left it the same in the hopes that COVID-19 lessens and we can do events again (movies, etc). What is Council expecting from the Recreation Commission?

Answer: We should not be cutting back at this point, as there are too many unknowns and to remain hopeful.

Question – Marilyn Bliss: We have been talking with the grant writer on available funds for things, we were provided information on available grants. We were hoping to get a grant to build a shelter over the sandbox, but we are not sure of what the process would consist of. We do not know the costs for the construction nor how to get access to the funds. What is the process?

Answer: In general as a commission you would determine what your project idea/concept was, then bring it to Council for approval (if not part of existing workplan/budget for the year), gather the cost estimates for the project (collecting quotes) and then providing those quotes and information to the Grant Writer who can write the grant application (he can also assist with collecting quotes). It would be better at this time of the year (end of the year) to develop your budget, workplan and list of planned projects for the next year and provide them for Council's strategic planning.

12. IN-CAMERA

90(1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

(c)labour relations or other employee relations;

(j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act;

(d)the security of the property of the municipality;

2020-10-220— Moved by Councillor Cumming, seconded by Councillor Gould
THAT Council moves to In-Camera per section 90(1)(c), (j) and (d) at 8:03 PM.
CARRIED

13. ADJOURNMENT

2020-10-221— Moved by Councillor Cumming
THAT Council this meeting be adjourned at 8:54PM.
CARRIED

Mayor Doug Daugert

CAO Ruby Decock

Elizabeth Cumming

From: Blais, Harmonie EHS:EX <Harmonie.Blais@bcehs.ca>
Sent: October-26-20 12:55 PM
To: Office
Cc: Falconbridge, Kazamir EHS:EX
Subject: tennis court

Oct 26, 2020

Dear Mayor and Council,

I am writing to express a recent interest in the use of the tennis courts in Port as a tennis court! A growing number of locals has been using the tennis court for tennis.

I have just today called the Office to request three things:

1. Pressure washing the court
2. Replacement of the fencing and re-painting of the lines
3. Brushing of the bushes around the court

This letter is to officiate my request to renew the existing tennis court to a functional level.

We, the tennis players of Port Clements, appreciate the expedition of the maintenance of this valuable resource, and thank you in advance for your attention to this matter.

Sincerely,
Harmonie Blais
Representative of the Tennis Club of Port Clements

Mayor Dargatz and Council

October 31 2020

Recently I was informed about a new Tourism Proposal to develop the Site at the corner of Dymon and Bayview, as a Rest Stop.

This conjures up in the mind. Traffic, children, dogs, toilets, showers, laundry

This Site is corrupted, never given clearance for building upon. In my knowledge.

This old garage Site, originally owned by Sam Bryant, then Dave Delwick, then Ched Adams. no doubt still has Gas and Diesel tanks crumbling away under ground.

Consider also, this is a junction. Visibility from Rennie Creek foot, unless ones vehicle creeps past the end of the Heritage House on the Corner.

As we already have available Sites up in the Community Park, plus a Safe Play Area for children, one would assume an easy task for further development.

2

The old original Tourism Plan; (nee, from Cinola), should be in the Archives.

The current Museum Site and Camp Site at the end of the 2K walk, with bird watching tower; are developing as time and money allow. The Camp Site especially needs improved facilities.

Gue hopes Council will give serious thought to develop further, what is already in existence.

Yours.
Gavin

Elizabeth Cumming

From: MCF Info MCF:EX <MCF.Info@gov.bc.ca>
Sent: November-02-20 9:14 AM
To: Elizabeth Cumming
Subject: E-mail from the Provincial Director of Child Welfare and the Provincial Director of Adoption

VIA E-MAIL
Ref: 254717

His Worship Mayor Douglas Daugert
Village of Port Clements
E-mail: deputy@portclements.ca

Dear Mayor Daugert:

As the Provincial Director of Child Welfare and the Provincial Director of Adoption, we are honoured to once again acknowledge November as Adoption Awareness month. This month of recognition encourages us to reflect on those families in our province who have opened their hearts and lives through adoption. This November is like no other as we face the challenges of a global pandemic – however, the need for adoptive families for children and youth waiting in foster care remains and the work to find those families continues.

Our wish is that growing up in a permanent and loving home is a reality for all children and youth in British Columbia. Unfortunately, there are hundreds of children and youth in foster care still hoping to find a family to call their own. Adoption can provide some of the most vulnerable young people in our communities with families who will provide support and guidance to grow into adulthood and future citizens.

Celebrating November as Adoption Awareness month is not the only way your community can support adoptive parents and those who might choose to adopt in the future. Even in these times of COVID-19 precautions, you can organize an online information session for prospective parents in your community or a virtual celebration for those who are already adoptive parents. You can explore the variety of virtual adoption awareness events happening around our province in November here: <https://www.bcadoption.com/aam>. If you would like more guidance or information on how to champion and raise awareness about adoption, please connect with Ministry of Children and Family Development (MCFD) staff at MCF.AdoptionsBranch@gov.bc.ca.

An important resource for all those involved in adoptions in British Columbia is The Adoptive Families Association of British Columbia, which has been a support for adoptive families in British Columbia for over forty years. You may wish to connect with the association to learn more about your community's involvement in virtual adoption events, their contact information, as well as contact information for the licensed adoption agencies in British Columbia and more.

Adopt BC Kids is an online portal that allows citizens of BC to complete an adoption application 24 hours a day, seven days a week. We encourage you to take the time to explore this resource and provide it to any community members who are interested in adopting a child in foster care.

On behalf of MCFD, thank you for leading your communities and supporting both those who have opened their homes and hearts and those who might do so in the future. With your help and support, more children and youth will find their forever homes.

Sincerely,

Cory Heavener
Provincial Director of Child Welfare

Rena Bacy
Provincial Director of Adoption

Sent on behalf of the Provincial Directors by:



Client Relations Branch

Executive Operations

Ministry of Children and Family Development



Haida Gwaii Recreation
2151 Tahayghen Drive, Masset, B.C. V0T1M0
250-626-5652
E: info@hgrec.com
W: www.hgrec.com

October 30, 2020

RE: Seniors Programs on Haida Gwaii

Dear Village of Port Clements Councillors,

We would like to inform Council of our successful application to Gwaii Trust Society COVID-19 Emergency Fund to provide support for seniors and elders across our island communities. Titled the **WISE Program (Winter activities for Isolated Seniors & Elders)**, its purpose is to provide adapted recreation opportunities that build connection to prevent negative health outcomes related to social isolation among seniors & elders in our communities on Haida Gwaii during the winter months.

Coming together to socialize is a primary motivator for this demographic to attend programs and activities. Recreation programs allow participants to create meaningful friendships and gain freedom from isolation. Research has found that seniors participants' satisfaction in life may decrease again within six months after conclusion of a program. With closure of our seniors' programs since March 2020, we are making efforts to adapt and expand seniors' programs to support this especially vulnerable population. It is imperative that, instead of simply creating programs in the short-term, concerted efforts be made to evaluation our activities and include sustainability planning, to understand how to expand and adapt these programs into our core programming long-term.

Activities over the winter months (Nov 2020 - Mar 2021) will include:

- Nov/Dec: Recreation Coordinator to conduct a needs assessment in each community and design appropriate programs (art, walking groups, fitness, yoga, etc.)
- Nov – April: Senior-specific program launch by trained HG Rec instructors in large, accessible indoor spaces (e.g. Community Halls)
- Nov – April: Connecting & supporting volunteers with seniors & elders in their homes (e.g. outdoor visits, coffee)
- Nov – April: Launch island-wide Seniors mail-in activities & prizes (e.g. Crosswords, Bingo) for those unable to leave their homes
- April: Evaluate success of programs and determine long-term sustainability

These funds will help us to secure senior-friendly equipment, pay for larger venue spaces, cover wages for trained instructors, and more. We hope lessons learned from the needs assessment and evaluation will improve our connection to this target population. We will provide a summary of the challenges & successes in the Spring, keeping you informed of how HG Rec is responding to community needs during the pandemic.

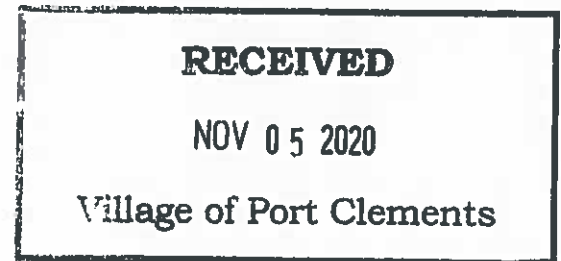
Regards,

Alissa MacMullin
Haida Gwaii Recreation Coordinator

C-4

Remembrance Day November 11, 2020

Although the Mayor felt it inadvisable to have a formal ceremony on November 11, 2020 due to concerns around the increase in cases of the Covid disease in British Columbia, this does not indicate any lack of respect for persons who have served in the Canadian military, or lack of recognition of the sacrifices made by them and their families. In recognition of this the Council of the Village of Port Clements wishes to donate \$100.00 to the Canadian Legion.



October 23, 2020

Village of Port Clements
PO Box 198
Port Clements, BC VoT 1Ro

Attention: Ruby Decock, Chief Administrative Officer

Dear Ruby:

**Re: Islands Solid Waste Management Regulation, Fees and Charges Bylaw
Amendment No. 669, 2020**

Please be advised that at its October 16, 2020 Regular meeting, the Board of the North Coast Regional District (NCRD) gave first and second reading to the Islands Solid Waste Management Regulation, Fees and Charges Amendment Bylaw No. 669, 2020 (Bylaw). The Bylaw is being considered to increase the user fees collected per dwelling for the garbage collection service from \$24.00/month to \$28.00/month.

During a financial review of the Islands Solid Waste service, staff identified that the monthly user fees collected per dwelling have been set at \$24.00/month since 2010. During that same time, referencing the BC Consumer Price Index, inflation has risen 18.07%. Similar increases to the NCRD's islands solid waste operational costs have been realized throughout this ten-year time period.

As the cost to provide this service has increased significantly, the NCRD has determined that increasing the user fees per dwelling by the inflation rate is reasonable.

Please note that Village's garbage collection agreement with the NCRD will be coming due for renewal on January 1, 2021, and it is anticipated that these increased user fees will be reflected in such agreement. Staff anticipates that the Board will consider the Bylaw at its next Regular meeting held November 20th, 2020. Subsequently, NCRD staff will be in contact to begin the process of entering into new agreements.

Should you have any questions or concerns, please do not hesitate to contact me at treasurer@ncrdbc.com or by telephone at 1-250-624-2002 ext 4.

Sincerely,

A handwritten signature in black ink that reads "Sharon Landrath".

Sharon Landrath, CPA, CA
Treasurer



14, 342 3rd Avenue West
Prince Rupert BC, V8J 1L5



P: 250.624.2002
TF: 888.301.2002



W: www.ncrdbc.com
F: 250.627.8493

51-2

November 16 Report to Council

Doug Daugert

On October 21 I attended a Protocol meeting. We had a presentation on the Trails Strategy which was general and did not address specific plans, and an update on Covid concerns, changes in advice and changes in restrictions.

On October 28 I chaired a MIEDS meeting. We had a quarterly financial report, which was accepted. Covid made it more difficult to read and follow, since some of the funding had not flowed through from Federal and Provincial grants meant to cover specific responses. The Board reviewed our lease agreement for office space and changed the agreement to occupy a smaller and less expensive space beginning in the new year.

On October 25 Obrien Road and Bridge docked their barge at Rainbow Wharf to unload road salt. I observed the docking, which took place during clam weather with no problems. On Sunday morning October 26 they began the unloading process with both Councillor Falconbridge and myself observing the beginning of the process and watching that the engineer's requirements were adhered to. Subsequently Councillor Falconbridge and I checked numerous loads to make sure restrictions were being complied with. At all times the Obrien crew was cooperative and professional and checked with me when they had any questions. The unloading finished late on Tuesday, but the barge could not be moved because the high tide made it impossible to unload equipment, which I observed the following day, again making sure engineer's requirements were followed. I wish to thank the crew for their continued cooperation in safely managing the project, and Councillor Falconbridge in assisting me to look after the interests of the Village.

R-1

ACTION ITEMS

#	Date	Description	Lead	Follow up
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
	16-03-2020		Haida Gwaii Rec	Strength-Building: The Haida Gwaii Weight Room Strategy. Applying to Community Innovation Grant to develop HG weight room strategy
	13-07-2020		VOPC	see if weightroom funding application can be expediated by the Gwaii Trust Society
	13-08-2020			Cannot be expediated. Weightroom funding application seperated between COVID-19 & upgrades, upgrades needs motion for application noting specific amount
A36	08-08-2017	Sunset Park Mgmt. Plan	Council	Review recently adopted Management plan In Nov/Dec 2017 and again in Nov/Dec 2018.
	16-04-2019			Draft plan circulated to Council for review.
	03-06-2019			Motion made to hold public hearing and then adopt Management Plan. Staff dealing with scheduling.
	31-07-2019			Requested date for Aug 20/20 - waiting for confirmation
	22-08-2019			Public Meeting held to receive comments on proposed plan and Berry Maze
A41	2018-09-260	Amend the Campground Bylaw fees		Still in Progress - Still needs to be reviewed
A46	18-11-2019	Staff to accumulate information		Staff to Accumulate all information on location of sewer lines where it impacts current land application - may not be completed & brought back until next year
A49	13-07-2020	OCP review & update information		CAO to provide more information on process for next Council Meeting
A51	04-08-2020 05-08-2020			Request for information on Rainbow Wharf repair proposal including information as to why it has not taken place, the efforts of staff to accomplish this, the names and contact information of any government agencies that have blocked the work (if any), a statement from the contractor as to their current intentions regarding the contract, and if there is a place to ensure this work is accomplished in a timely fashion. Staff are working to gather this information Dependent on whether company can get permit (fisheries permissions)
A53	2-09-2020			Zoom/Team Meetings for Council Meetings - webcam, zoom subscription, remote powered speaker or microphone. Staff have been investigating digital access, and are reaching out for assistance Staff identified need for further direction from Council on options
	21-09-2020			supplier looking into workaround for equipment issues (microphones) with backfeed; pending supplier update
	05-10-2020			

A-1