



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 PM Regular Meeting of Council, Tuesday, January 12<sup>th</sup>, 2020

**AGENDA**

- 1. ADOPT AGENDA**
- 2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS**
- 3. MINUTES**  
M-1—December 21<sup>st</sup>, 2020 Regular Council Meeting Minutes  
M-2—December 23<sup>rd</sup>, 2020 Special Council Meeting Minutes
- 4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS**
- 5. ORIGINAL CORRESPONDENCE**  
C-1—VIRL Executive Director Retirement - VIRL  
C-2—Request to make Motion- City of Kamloops  
C-3—Manzinita Snow Housing Questions
- 6. FINANCE**
- 7. GOVERNMENT**  
G-1—Cemetery-- Consultant Kim Mushynsky
- 8. NEW BUSINESS**
- 9. REPORTS & DISCUSSIONS**  
R-1—Regular Report on Current Operations – Elizabeth Cumming, Acting CAO  
R-2—4<sup>th</sup> Quarter 2020 Grants Report – Andrew Hudson, Grant Writer
- 10. ACTION ITEMS**  
A-1- Action Items List
- 11. QUESTIONS FROM THE PUBLIC & PRESS**
- 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;
  - (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
  - (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;
- 13. ADJOURNMENT**



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**Minutes of the Regular Meeting of Council, Monday, December 21<sup>st</sup>, 2020**

**Present:**

Mayor Doug Daugert  
Councillor Brigid Cumming (by teleconference)  
Councillor Kazamir Falconbridge (by teleconference)  
Councillor Ian Gould (by teleconference)  
Councillor Kelly Whitney-Gould (by teleconference)

Acting CAO Elizabeth Cumming  
Consultant Lori Wiedeman (by teleconference)

Members of the Public and Press: None.

**Meeting Called to Order at 7:12 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**

2020-12-248--Moved by Councillor Cumming, seconded by Councillor Falconbridge  
THAT the December 21<sup>st</sup>, 2020 Regular Council Meeting Agenda be adopted as presented.  
**CARRIED**

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

**3. MINUTES**

M-1—December 7<sup>th</sup>, 2020 Regular Council Meeting Minutes  
2020-12-249-- Moved by Councillor Cumming, seconded by Councillor Whitney-Gould  
THAT the December 7<sup>th</sup>, 2020 Regular Council Meeting Minutes be adopted as with correction of "busses" to "buses" in Councillor Cumming's report.  
**CARRIED**

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

BA-1 – Rise & Report – In-Camera Council Meeting December 7<sup>th</sup>, 2020

That Council applied to the 2020 Community Events Grant program for \$5,000 and that Council made the following Council Representative Appointments for 2021:

VIBRANT COMMUNITY COMMISSION: Councillor Gould  
Alternate: Councillor Falconbridge

EMERGENCY MANAGEMENT COMMISSION: Councillor Falconbridge  
Alternate: Councillor Cumming

RECREATION COMMISSION: Councillor Cumming  
Alternate: Councillor Gould

PARK MANAGEMENT COMMITTEE: not appointed, committee to be deactivated.

M-1

Alternate: not appointed, committee to be deactivated.

GRAHAM ISLAND CENTRAL ADVISORY COMMITTEE – GWAII TRUST SOCIETY: ALL COUNCIL ARE ON IT

NORTHERN DEVELOPMENT INITIATIVE TRUST: Councillor Gould  
Alternate: Councillor Cumming

NORTH COAST REGIONAL DISTRICT – NORTHWEST REGIONAL ADVISORY COMMITTEE:  
Mayor Daugert  
Alternate: Councillor Falconbridge

\*NORTHERN HEALTH AUTHORITY: Mayor Daugert  
Alternate: Councillor Falconbridge  
\*This appointment is tied to the NCRD appointment

MISTY ISLES ECONOMIC DEVELOPMENT: Mayor Daugert  
Alternate: Councillor Gould

GWAII TEL: Councillor Falconbridge  
Alternate: Councillor Cumming

Solid Waste Advisory Management Planning Committee: Councillor Falconbridge  
Alternate: Councillor Cumming

VANCOUVER ISLAND REGIONAL LIBRARY: Councillor Gould  
Alternate: Councillor Whitney-Gould

COMMUNITY FUTURES: Councillor Cumming  
Alternate: Councillor Gould

RCMP LIASON: CAO/ACTING CAO

ALTERNATE ACTING MAYOR: Councillor Falconbridge

\*\*\*Per our Procedure Bylaw, Council is to have only one alternate Mayor that is designated on an annual basis.

MUNICIPAL INSURANCE ASSOCIATION BOARD REPRESENTATIVES: Councillor Cumming  
Alternate: Mayor Daugert

Protocol Table: Mayor Daugert

**5. ORIGINAL CORRESPONDENCE**

C-1—December 2020 Board Highlights - NCRD

2020-12-250--Moved by Councillor Whitney-Gould, seconded by Councillor Cumming  
THAT the NCRD's December 2020 Board Highlights be received.

**CARRIED**

C-2—Request for Advice/Comments re: Juskatla name change -- Provincial Toponymist

2020-12-251--Moved by Councillor Cumming, seconded by Councillor Falconbridge

THAT Council receives the correspondence from the Provincial Toponymist for re: Juskatla name change.

**CARRIED**

2020-12-252--Moved by Councillor Cumming, seconded by Councillor Whitney-Gould

THAT the Village of Port Clements sends a reply to the Provincial Toponymist expressing our support for the placename restoration, including our letter on September 1<sup>st</sup>, 2020 to the Council of the Haida Nation.

**CARRIED**

11-1

C-3—Husby Forest Stewardship Plan Amendment Notice - Husby Forest Products Ltd  
2020-12-253--Moved by Councillor Gould, seconded by Councillor Cumming  
THAT the Husby Forest Stewardship Plan Amendment Notice from Husby Forest Products Ltd be received.  
**CARRIED**

**6. FINANCE**

F-1—Year to Date Financial Report  
2020-12-254--Moved by Councillor Cumming, seconded by Councillor Falconbridge  
THAT the Year to Date Financial Report be received.  
**CARRIED**

*Note: Council would like percentages to be provided on the Year-to-Date and Quarterly Financial Reports in the future.*

**7. GOVERNMENT**

G-1—Bylaw No.461, 2020 -- Amendment to the Financial Plan Bylaw for the Years 2020-2024, Bylaw #456, 2020  
2020-12-255--Moved by Councillor Cumming, seconded by Councillor Falconbridge  
THAT Council does 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> reading of Bylaw No. 461, 2020 "Amendment to the Financial Plan Bylaw for the Years 2020-2024, Bylaw #456, 2020"  
**CARRIED**

Consultant Kim Mushynsky joined the meeting by teleconference at 7:44 PM.

*Note: Council would like staff reports to accompany proposed bylaws to identify changes in the future. Consultant Kim Mushynsky will include report with bylaw at the Special Meeting.*

Consultant Kim Mushynsky left meeting by teleconference at 7:55 PM

2020-12-256-- Moved by Mayor Daugert, seconded by Councillor Cumming  
THAT a special meeting be scheduled to be held on Wednesday, December 23<sup>rd</sup>, 2020 to reconsider and adopt the financial plan and rise and report at 2:00 PM.  
**CARRIED**

**8. NEW BUSINESS**

**9. REPORTS & DISCUSSIONS**

Mayor Daugert: Attended many meetings. Attended the NCRD meeting on the 11<sup>th</sup>, on the 14<sup>th</sup> attended the CWPP presentation with the author Blackstone, about 90% of the report does not apply to us as it focuses outside of our boundaries and with a volunteer force there is no way we can take on extra responsibilities. Attended a strategic planning meeting by zoom. Got interim results of that meeting. Protocol table on December 16<sup>th</sup>, regarding the internet with Sam Hall the new Chair of Gwaiitel, on the opportunity of getting Fibre to homes that do not have it. Not directly affecting us, perhaps long term it will but we do not have control over it. On 17<sup>th</sup> went to Northern Health Webinar by teleconference and asked about the Vaccine and its delivery on Haida Gwaii, they assured him that before they brought them over, they would wait for the Moderna Vaccine which does not have an extreme temperature requirement, meaning they can transport to Port Clements. There should not be any further complications to distributions when they get it, but unlikely to get before the end of January 2021.

Councillor Cumming: Attended Council Strategic Planning session.

M-1

Councillor Falconbridge: Firefighters and Recreation Commission gave gifts to the children in town, Halibut giveaway was successful (leftover went to School and Seniors).

Councillor Gould: There is another granting opportunity that the Grant Writer made him aware of, he sent it out to Council. The Program most likely to get support would be disaster mitigation. January 27<sup>th</sup>, 2020 is the deadline for the grant. Hard to put something together that quickly.

Councillor Whitney-Gould: Provided Vibrant Community Commission with update via her phones. Impressed with Jay and Tina and their community cheer vehicle drive by, maybe send a thank you letter from the Village Office.

2020-12-257--Moved by Councillor Whitney-Gould, seconded by Councillor Falconbridge  
THAT the Village send a thank you letter to Tina and Jay Ooishi for their effort and recognition of their community spirit with their decorated car for the holidays and going around the community to spread cheer.  
**CARRIED**

Acting CAO Cumming: Busy in the office, especially last week. This week we are closed to the public and it has quieted down, but not by much. There is a lot of administration work with year-end, renewal letters sent out (fire protection agreements, business licence), as well as correspondence directed by Council at the last meeting. It is busy.

2020-12-258--Moved by Councillor Cumming, seconded by Councillor Falconbridge  
THAT the verbal Council reports and Acting CAO report be received.  
**CARRIED**

**10. ACTION ITEMS**

A-1- Action Items List

**11. QUESTIONS FROM THE PUBLIC & PRESS**

**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;
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (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;

2020-12-259--Moved by Councillor Cumming, seconded by Councillor Gould  
THAT the meeting moves in camera as per 90(1) section (c), (i) and (j) at 8:12 PM.  
**CARRIED**

**13. ADJOURNMENT**

2020-12-260-Moved by Councillor Cumming  
THAT the meeting be adjourned at 9:07 PM.  
**CARRIED**

---

Mayor Doug Daugert

---

Acting CAO Elizabeth Cumming

11-1



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**Minutes of the Special Meeting of Council, Wednesday, December 23<sup>rd</sup>, 2020**

**Present:**

Mayor Doug Daugert  
Councillor Brigid Cumming  
Councillor Kazamir Falconbridge (by teleconference)  
Councillor Ian Gould (by teleconference)  
Councillor Kelly Whitney-Gould (by teleconference)

Acting CAO Elizabeth Cumming  
Consultant Kim Mushynsky

Members of the Public and Press: None.

**Meeting Called to Order at 2:09 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**

2020-12-261-Moved by Councillor Cumming, seconded by Councillor Whitney-Gould  
THAT the December 23<sup>rd</sup>, 2020 Special Council Meeting Agenda be adopted as presented.  
**CARRIED**

**2. GOVERNMENT**

G-1—Bylaw No.461, 2020 -- *Amendment to the Financial Plan Bylaw for the Years 2020-2024, Bylaw #456, 2020*

2020-12-262-Moved by Councillor Falconbridge, seconded by Councillor Cumming  
THAT Council receives Bylaw No. 461, 2020 – Amendment to the Financial Plan Bylaw for the Years 2020-2024, Bylaw #456, 2020  
**CARRIED**

2020-12-263-Moved by Councillor Cumming, seconded by Councillor Falconbridge  
THAT Council reconsider and adopts Bylaw No. 461, 2020 "Amendment to the Financial Plan Bylaw for the Years 2020-2024, Bylaw #456, 2020"  
**CARRIED**

**3. RISE & REPORT**

THAT Council has signed the iPads for Elders Project – Distribution/Lending Agreement and that Ms. Ruby Decock is no longer an employee with the Village of Port Clements.

**4. ADJOURNMENT**

2020-12-264—Moved by Councillor Cumming  
THAT this meeting be adjourned at 2:17 PM  
**CARRIED**

M-2



Administration  
Box 3333 | 6250 Hammond Bay Road  
Nanaimo, BC Canada V9R 5N3  
t: 250.758.4697 f: 250.758.2482  
e: [info@virl.bc.ca](mailto:info@virl.bc.ca) w: [www.virl.bc.ca](http://www.virl.bc.ca)

December 21, 2020



### **VIRL Executive Director Rosemary Bonanno Announces Retirement**

On behalf of the Board of Trustees for Vancouver Island Regional Library (VIRL), I announce the retirement of our Executive Director, Rosemary Bonanno, effective September 10, 2021. I would like to express our sincere appreciation for the exceptional leadership, passion, and dedication that Rosemary has provided to VIRL, our organization, and the communities we serve.

Rosemary has left an indelible mark of success on every library system she has led over her career, from East Gwillimbury Public Library, to Vaughan Public Libraries, and then Vancouver Island Regional Library. I would like to take this opportunity to highlight some of her achievements. While at East Gwillimbury Public Library, she received the Ministers Award for Excellence for developing a marketing strategy for small libraries. During her tenure at Vaughan Public Libraries, she was awarded the Ontario Library Association's W.J. Robertson Medallion for Librarian of the Year. With international partners, *Global Librarian* was deployed to offer reference service 24x7 in Vaughan Ontario, Surrey British Columbia, South Hampton United Kingdom, and Eastern Regional Libraries in Melbourne Australia. The initiative was recognized by Industry Canada for its innovation.

When Rosemary took the helm at VIRL in 2007, she found herself overseeing a vast library system in need of inspiration, innovation, and renewal. Since her arrival, she has steered the organization through a great process of renewal and reorganization. VIRL has become a true leader and has been recognized on the provincial, national, and international stages. In 2015, *Librarians on the Radio* was the recipient of the British Columbia Library Association's (BCLA) Advocacy and Marketing Merit Award. The following year, the same program was bestowed the American Library Association's (ALA) Presidential Citation for Innovation in International Library Programming. In 2019, a system wide initiative, called Indigenous Voices, was recognized as an important part of VIRL's efforts to facilitate reconciliation for Indigenous and non-Indigenous members. It won both BCLA's Building Better Communities Award and the ALA's Presidential Citation for Innovative International Programming.

**Strong Libraries ■ Strong Communities**

Bella Coola Bowser Campbell River Chemainus Comox Cortes Island Courtenay Cowichan Cowichan Lake Cumberland Gabriola Island Gold River Hornby Island Ladysmith Masset Nanaimo Harbourfront Nanaimo North Nanaimo Wellington Parksville Port Alberni Port Alice Port Clements Port Hardy Port McNeill Port Renfrew Quadra Island Qualicum Beach Queen Charlotte Sandspit Sayward Sidney/North Saanich Sointula Sooke South Cowichan Tahsis Tofino Ucluelet Union Bay Woss

C-1

Throughout her career, Rosemary has advocated that libraries are "quality of Life" services at the centre of all communities. Libraries are great equalizers, gathering places, one-stop destinations for a great diversity of needs and interests. During her tenure, the Board developed, approved, and implemented a Facilities Master Plan that plotted a sustainable path for the development of VIRL service locations. Since the Master Plan was adopted in 2010, Rosemary has overseen the construction and refurbishment of 17 branches in communities across VIRL's service area. It is not just the larger communities that have benefitted from Rosemary's achievements. Smaller, remote, and rural communities are also seeing, first hand, her commitment to leading library services. Under Rosemary's leadership, VIRL launched a Rural Library Prototype Branch, a sustainable, scalable philosophy to building that allows VIRL to construct new branches in many of our small and isolated communities.

These are just some of the things Rosemary has accomplished in her impressive career. On behalf of all VIRL Trustees, it brings me great pleasure to thank Rosemary for all she has done for our library system over the past 14 years. She has built an incredible foundation for continued growth and success in the future!

We wish you all the best in your retirement.

Sincerely,

*Brenda E. Leigh*

Brenda Leigh

Chair, VIRL Board of Trustees

*Vancouver Island Regional Library covers a vast geographic area of 42,000 km<sup>2</sup>, with 39 branches from Sooke and Sidney in the south to Port Hardy, Haida Gwaii and the Central Coast. Our system includes a mix of urban, rural, and remote communities working together to enrich lives and provide universal access to knowledge, lifelong learning and literacy.*

C-1





December 18, 2020

All UBCM Members  
via email

Dear Colleagues:

**Re: Overdose Crisis and Call for Overdose Action Plan**

At the December 15, 2020, Regular Council meeting, Council passed the following resolution:

*WHEREAS the opioid crisis is one of the largest public health emergencies of our lifetime, with a death about every two hours on average and a death toll of over 16,360 since 2016 (January 2016 to March 2020);*

*AND WHEREAS other countries have significantly reduced drug-related fatalities with reforms such as legal regulation of illicit drugs to ensure safe supply and decriminalization for personal use;*

*AND WHEREAS the federal government has indicated it is premature to discuss these measures until there are comprehensive supports for people to get well;*

*AND WHEREAS supports are needed, but measures that save lives are essential if people are to survive and access supports;*

*AND WHEREAS the Canadian Association of Chiefs of Police has stated that they agree the evidence suggests "decriminalization for simple possession as an effective way to reduce the public health and public safety harms associated with substance use", causing the Federal Health Minister to indicate the government is now "deliberating" over decriminalization;*

*AND WHEREAS the overdose crisis rages, showing few signs of abating;*

**THEREFORE BE IT RESOLVED that Council:**

- a) *request that the Government of Canada:*

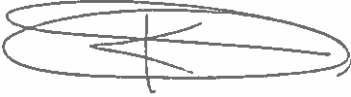
  - i) *declare the overdose crisis a national public health emergency so that it is taken seriously and funded appropriately*
  - ii) *immediately seek input from the people most affected by this crisis and meet with provinces and territories to develop a comprehensive, Pan-Canadian overdose action plan, which includes comprehensive supports and full consideration of reforms that other countries have used to significantly reduce drug-related fatalities and stigma, such as legal regulation of illicit drugs to ensure safe supply of pharmaceutical alternatives to toxic street drugs, and decriminalization for personal use*

A handwritten signature in blue ink, appearing to be 'C. 2'.

- b) *forward this motion to other BC municipalities and request they make a similar motion to ask the Government of Canada to address the overdose crisis*

On behalf of Council, thank you for your consideration in this regard.

Yours truly,

A handwritten signature in black ink, consisting of a large, loopy 'K' followed by 'C' and 'H'. The signature is enclosed within a hand-drawn oval.

Ken Christian, Mayor  
City of Kamloops

/cg

attachment

## CITY OF KAMLOOPS

RESOLUTION FROM THE MINUTES OF A REGULAR MEETING OF THE MUNICIPAL COUNCIL OF THE CITY OF KAMLOOPS, HELD IN THE VALLEY FIRST LOUNGE, SANDMAN CENTRE, 300 LORNE STREET, KAMLOOPS, BC

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RESOLVED:

That Council:

- a) request that the Government of Canada:
  - i) declare the overdose crisis a national public health emergency so that it is taken seriously and funded appropriately
  - ii) immediately seek input from the people most affected by this crisis and meet with provinces and territories to develop a comprehensive, Pan-Canadian overdose-action plan, which includes comprehensive supports and full consideration of reforms that other countries have used to significantly reduce drug-related fatalities and stigma, such as legal regulation of illicit drugs to ensure safe supply of pharmaceutical alternatives to toxic street drugs, and decriminalization for personal use
- b) forward this motion to other BC municipalities and request they make a similar motion to ask the Government of Canada to address the overdose crisis

CARRIED.

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I HEREBY CERTIFY that this is a true copy of a resolution from the minutes of a meeting of the Kamloops City Council held on the 15th day of December, 2020.

Dated at Kamloops, BC, this 18th day of December, 2020.



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M. Mazzotta  
Corporate Officer



## REPORT TO COUNCIL

Author: Elizabeth Cumming, Acting CAO  
Date: January 8, 2021  
RE: Manzanita Snow Housing Questions

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### **BACKGROUND:**

The Village undertook and completed a Housing Needs Assessment Study in 2020 in compliance with the requirements of the Local Government Act.

The Port Clements Housing Restoration Society (PCHRS) was consulted with this study and has expressed their desire to see a Seniors/Low-income housing facility be developed.

### **DISCUSSION:**

Manzanita Snow is one of the leaders of the PCHRS. She wants to see Affordable Housing as a priority in the community and is concerned on whether it is part of Council's strategic plan.

As a resident she submitted a list of questions to the office for Council. On review, staff were able to provide answers to these questions and have sent a letter doing so.

### **CONCLUSION:**

Staff have included this correspondence in the Agenda so that Council is aware of the exchange.

If Council has further commentary to provide in response to Manzanita Snow's questions, staff can send a further letter with these comments.

Respectfully submitted:

A handwritten signature in blue ink that reads "Elizabeth Cumming". The signature is stylized and includes a large flourish at the end.

Elizabeth Cumming, Acting CAO



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Manzanita Snow

January 7, 2021

**RE: Questions for Council**

Thank you for the questions which you delivered to the office on January 6, 2021. Upon further review of the questions it was determined that the answers you seek are already available through the office.

As a result we have crafted this response for your information and reviewed it with Mayor Daugert to ensure that he is aware of the questions you raised and comfortable with the answers we are providing (because your letter was directly addressed to Council).

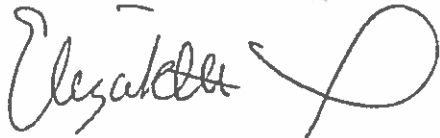
1. Has Council adopted affordable housing as a part of their 2021 Strategic Agenda as requested by letter in 2020?
  - a. Council is currently working on a final draft of the 5-year strategic plan and this draft will be mailed out to all residents of Port Clements for feedback prior to Council finalizing the plan – hopefully within the next 2-3 weeks. Senior/affordable housing is included in the 5-year plan.
2. Can the application for funds now take place?
  - a. There is a funding opportunity with a deadline of January 31, 2021 which we will not be applying for. This funding opportunity is for shovel ready projects meaning the blueprints for the buildings, cost quotes, land allocation and everything is ready we just need funds to begin and we are not there. Given our staffing challenges we feel that optimistically we may begin working on requirements (how many units, building design, etc) in 4<sup>th</sup> quarter of 2021 but more realistically it would be 1<sup>st</sup> quarter of 2022.
3. Has a clerk been appointed for this job?
  - a. We have a grant writer who will start looking for applicable grants as soon as the design phase of this project has begun. This is already in place. If this question is referring to a dedicated staff member then the answer is

3

no, this project will fall under the auspices of the new CAO once one has been hired.

I hope this has fully addressed your questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Elizabeth Cumming". The signature is fluid and cursive, with a large loop at the end.

Elizabeth Cumming, Acting CAO

Cc: Village of Port Clements Council

COPY

January 6, 2021

To The Port Clements Village Council

Questions we have:

- ① Has Council adapted affordable housing as part of their 2021 strategic agenda as requested by letter in 2020?
- ② Can the application for funds now take place?
- ③ Has a clerk been appointed for this job?

IF there are answers and reasons for these answers available for these questions we respectfully request them

Signed  
Manzanita Snow  
Kelly Green.

23



## REPORT TO COUNCIL

Author: Kim Mushynsky – Administrative Consultant  
Date: December 31, 2020  
RE: Cemetery

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### **BACKGROUND:**

There has been some discussion around acquisition of the Cemetery. Most members of Council are aware of the information attached but I decided to bring all this information forward in a package to ensure full understanding of the issue.

### **DISCUSSION:**

Further to the information package provided, the letter sent out to the residents of Port Clements in November of 2016 did not garner huge response. I could not find a recap of the actual responses, but I recall that we probably received around 12-15 responses with the majority luke-warm towards acquisition, one or two strongly for and one or two against.

### **CONCLUSION:**

Acquisition of the Cemetery will not be something staff undertake. This will involve lawyers. The important thing to consider is, does Council feel that the cemetery that currently exists is important or would it be easier/quicker to create a new cemetery on land the municipality owns. As this issue was decisively turned down by the Province in 2016, unless new legislation has been introduced, it is unlikely that any assistance will come from that direction.

It may be that the Village of Port Clements would wish to talk to our lawyer about drafting a letter to the Province indicating that because we have been unsuccessful in obtaining ownership of the Cemetery after decades of working on this issue we wish the Province to take over maintenance of the facility as we will no longer maintain it without ownership. A lawyer could at least advise if they feel this avenue has any merit. We used Stewart, Macdonald, Stuart back in 2016 on this issue so they will have a file on it.

### **IMPLICATIONS:**

**STRATEGIC** Does Council feel ownership of the existing Cemetery is crucial to our community or is it simply important for the community to have a cemetery

**FINANCIAL** Numbers quoted in this package, which are over 4 years old, give a conservative overall estimate of \$35,000 plus staff time (mainly for the bureaucratic piece once ownership is achieved)

**ADMINISTRATIVE** As this issue has been ongoing for decades, it is not time sensitive, and does Council, in a year of disruption, feel that this is where staff should direct energies or can this issue be bumped to 2022.

Respectfully submitted:

Gr-1





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### Port Clements' Cemetery – chain of events to September 10, 2015

**1925** – Mr. William Vyse purchased property

**April 19, 1933** – Application for a piece of property (from 1925 purchase) to become a cemetery was approved by Lieutenant Governor

**April 1935** – First Burial in Cemetery (21 documented burials on record)

**1955-1960** – Mr. Vyse kept a diary, of which the original is in the Skidegate Museum and a copy is in the Port Clements museum, which mentions the cemetery often and which indicates his desire to transfer it to Port Clements (Oct. 4, 1955 entry) however the community was not incorporated yet at this time.

**May 5, 1960** – Lot officially subdivided so that Cemetery portion had its own title which was in the name of Mr. William Vyse.

**November 21, 1960** – Mr. William Vyse died suddenly while in Prince Rupert for medical. As he died without a will, January 17, 1961 Letters of Administration were granted to his brother Robert Vyse to deal with the estate, this piece of property was not listed as part of the estate.

**April 4, 1961** – Letter from the Secretary-Treasurer of the Diocese wrote to Rev. C.S. Lutener in Masset regarding a cemetery in Port Clements. She states that there is a note on an old map in the Prince Rupert Court House which states that this lot was deeded by Mr. William Vyse to St. Mark's Church. No legal paperwork on this "transfer" exist.

**1973** – last known burial at the Cemetery

**1975** – Village of Port Clements incorporated

**2001** – Port Clements Economic Development Advisory Committee begin to look into correcting the Cemetery situation. Received a letter from the Public Guardian and Trustee of British Columbia stating that the land was still in Mr. William Vyse's name but they could be of no further assistance in this matter. Also had correspondence with the Diocese of Caledonia regarding the cemetery.

**November 6, 2008** – Joan Hein, daughter of historian Kathleen Dalzell, wrote 28 letters to send to every Vyse she located in British Columbia and Alberta asking if they were, or knew anyone who was, a relative of Mr. Robert Vyse (brother of William Vyse). The letter included email contact, phone number and a self-addressed stamped envelope for people to reply – no useful results from this search. She also spoke with Mr. Armstrong of the Diocese of Caledonia who stated that the church would be willing to sign an affidavit to indicate that they do not want to take over the cemetery.

**December 18, 2008** – all known information about the Cemetery turned over to Notary Caron Moffat who had agreed, pro bono, to work with the Village of Port Clements to get the title changed from Mr. William Vyse to the Village of Port Clements

01-1

**May 13, 2009** – Ms. Moffat wrote to Land Titles office in New Westminster to indicate that she was working on behalf of the Village of Port Clements asking for direction on how to proceed with getting a transfer filed for this property.

**October 5, 2009** – at a Regular Council meeting a motion was made by Council to proceed with the transfer of the property – this motion was made at the request of Ms. Moffat as a necessary step in moving this issue forward.

**March 2011** – at the direction of Ms. Moffat, Joan Hein signed a Statutory Declaration as to the circumstances of the Cemetery property as they are known. Also in March the Village of Port Clements signed an Indemnity Agreement as a moral claimant under the **Escheat Act** agreeing to transfer of the property to the Village of Port Clements. Ms. Moffat noted that the Escheats Department were requiring that a direct descendant of Mr. Vyse give permission for the transfer but the Village has been unable to locate a descendant.

**December 31, 2011** – Ms. Moffat retired as a Notary of Public having been unable to complete the task of the property transfer.

**January 31, 2012** – Joan Hein wrote a letter to Gary Coons, MLA requesting help with this situation that appears to have hit an immovable wall.

**February 20, 2012** – Kim Mushynsky, new Administrator for the Village of Port Clements, sent an email to Gary Coons, MLA also requesting help with moving this issue through the Escheats Department as that seems to be where the issue has stalled.

**April 29, 2012** – Meeting in person with Gary Coons, MLA, Joan Hein and Kim Mushynsky to recap and formalize a plan for moving this issue forward.

In an attempt to keep this recap as brief as possible, not all correspondence and work related to this file have been noted, only those dates which appeared to the writer to be significant or helped fill in necessary information. Also note that the government has been working to ensure that privately owned cemeteries are transferred to bodies, such as Municipalities, who have more or less indefinite existence so this transfer is in line with current government direction. Also, since the Church has indicated that they do not wish to have ownership transferred to them, and no one from the Vyse family has had contact with the Church or Village about this property in the over 50 years since Mr. William Vyse passed away, and since, as a Cemetery, the property has no real monetary value, the transfer should not be as difficult an undertaking as it has proved to be.

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*This document was supplied to Mr. Coons who passed it along through governmental channels to see what could be done. In December of 2012 I received an email from Minister Shirley Bond (then the Minister of Justice) indicating that their department would be unable to assist us in this matter.*

September 4, 2015 – Joan Hein managed to locate Ernie Vyse who is a grandson of Robert Vyse, brother of William Vyse and executor of his will. Mr. Ernie Vyse has corresponded with Mrs. Hein indicating, as a direct descendant, that he is willing to donate the cemetery to the Village of Port Clements

September 10, 2015 – reinstate conversation with the Ministry of Justice in light of this new information. The question being – could Mr. Ernie Vyse, who is in his mid 70's so time is a factor, sign an affidavit willing the property to the Village of Port Clements and thereby resolve this issue.

## Recap of Cemetery work done in 2016 as a backdrop for 2017 Strategic Planning

In 2016 we had our lawyers do a thorough investigation of the Vyse Cemetery issue and outline the necessary steps and potential costs of moving forward to gain ownership. It is very clear, after this thorough review, that there will not be a cheap or easy resolution to this issue. Below is a recap of the various steps, timelines and costs associated with this work as set out by our lawyers.

### **1. The first step is to gain ownership of the land**

Joan Hein found a living relative of Mr. Vyse in late 2015 – Ernie Vyse – who is a very elderly gentleman. In order to acquire ownership we would need Mr. Ernie Vyse to make an application to the Supreme Court of British Columbia to be appointed as Mr. Vyse's (deceased) personal representative (alternatively, because of the age of Mr. Ernie Vyse, the Village may want to ask the Public Guardian and Trustee of BC to apply to become the personal representative – this has the advantage of being enduring and not tied to one individual who may pass before all the work can be completed and then this step would need to be repeated – if we go via PGT the minimum cost for them to do this work would be approximately \$3,500). The Village can't make this application as it would be considered a conflict of interest. Mr. Ernie Vyse must become the personal representative so that the unresolved item from the estate can be finalized. Once appointed Mr. Ernie Vyse would then need to send notice to all the people who were notified as part of the original will (likely all deceased by now) or their successors (the brothers, sisters or children of the original people named in the will). This part will be costly and complicated as the original named individuals lived in Australia and England at the time – 1960). The Village would need to hire a private investigator to ascertain the names and addresses of the intestate successors. It is estimated that the investigation process will cost around \$3,500 or if we have gone via the PGT they charge \$75/hour for this type of research. Once this step (whether via Mr. Ernie Vyse or PGT) is completed title to the cemetery will become vested in this new person/entity. This person/entity could then sell the cemetery to the Village and distribute the proceeds among the intestate successors. The Cemetery would need to be appraised and then the Village would have to pay whatever that appraisal value came to, current BC Assessment value is \$15,000.00.

So it looks like this phase of the project would cost around \$20,000-25,000.

Rather than purchase the cemetery from the estate we could hope that every single person identified as an intestate successor would sign their rights over to the Village for free but the risk in that approach is that only one person needs to hold out and that whole plan crumbles. If we were able to do this the costs would reduce to \$8-10,000.

G-1

**2. Once Ownership is obtained we would need to re-establish service of the Cemetery**

To re-open the cemetery for use the Village would need to undertake a series of bureaucratic processes. We would need to make an application under the Cremation, Interment and Funeral Services Act (CIFSA) to become an operator of a place of interment. This would require a resolution of Council to establish itself as a Board of Trustees for the Cemetery, the passing of Bylaws related to the Operation of a Cemetery, having someone become a licensed operator for the Cemetery (\$580/year for this licence), establishing a 5 year financial plan specific to the cemetery and separate from the Village's regular 5 year financial plan and setting up a separate bank account for transactions dealing with the Cemetery finances. We also have a potential hiccup at this phase because one of the notes on the title of this property states that a letter was received by the Cemeteries Division of BC from G. O'Brien, on behalf of the Village of Port Clements, in 1978, that states that the ground conditions in the cemetery are not suitable for use as it is hard and the water table is high. We would likely have to have an Engineer confirm that the land is suitable for use as an active Cemetery before CIFSA would consider our application. Therefore I am unsure of what the costs of this phase would be but would conservatively estimate them (with legal assistance and Engineering assurances) to be around \$7,500.00.

Gr-1



Sent to  
VOPC residents in Nov. 2016

## PORT CLEMENTS CEMETERY RECAP

Over the past two decades a lot of work has been done by staff and volunteers both in our community and beyond our community to try and gain ownership of the Cemetery.

For those who do not know the story, in 1925 a gentleman named Mr. Willam Vyse purchased a large plot of land and in 1933 he applied to the Province to have a piece of it become a cemetery. In 1935 the first burial occurred. In 1960 Mr. Vyse died suddenly while in Prince Rupert. It was believed that he was in the process of transferring title of the property to Port Clements prior to his passing. When his estate was handled the cemetery was never addressed, probably because it was believed to have transferred ownership. The last known burial in the cemetery was in 1975. If you are interested in more history about Mr. Vyse a copy of his diary is available at the Museum.

As indicated, a lot of work has gone in to tracking the Vyse family, working with the Diocese of Caledonia and working with a Notary of Public to try and transfer title to the property to the Village. This was not been successful. We have also worked with Politicians and the Provincial Government to try and resolve this problem. We were advised that we would have to hire a lawyer to proceed with the issue. In 2016 the Village hired a lawyer to research the entire issue and make recommendation on how the Village should proceed and what the costs might be.

To gain ownership, a representative, who is not part of the Village of Port Clements, and most logically would be the Public Guardian and Trustee of BC, must make application to the Supreme Court of British Columbia to be appointed as Mr. William Vyse's personal representative. Once appointed this entity would then be responsible for tracking all the off-spring, and their extended family as they will probably all be deceased, from the original recipients from Mr. Vyse's estate. All of these individuals must either agree to voluntarily sign off on the land and transfer it to the Municipality for free or the land must be appraised and the Village pay the money into the courts to have the funds distributed by the Public Guardian and Trustee of BC. We estimate that in the worst case scenario, being that we have to pay market value for the land, with the fees associated with the cost of the land, the Supreme Court application and the fees for the Public Guardian and Trustee of BC that this step will cost around \$26,000-30,000. At this point we would now have ownership of the land but would need to apply to have it re-opened as a Cemetery. This next step involves mostly bureaucratic paperwork, licensing and the passing of Bylaws. However, currently there is on title for the cemetery a note dating from 1978 that states that the ground conditions in the cemetery are not suitable for use as it is hard and the water table is high. We would probably require an Engineers confirmation that the land is suitable for a cemetery before we would get through this next step. Conservatively we estimate this phase of the process will cost around \$8,500.

5-1

Therefore, to gain ownership and re-open the Cemetery we are looking at approximately \$34,500 – 38,500 and perhaps even more if there are any unidentified challenges along the way.

The purpose in bringing all this information forward is to seek public input on whether or not residents feel there is value in pursuing this goal. We have received confirmation from Gwaii Trust that this initiative would be eligible for grant funding so the full burden of cost would not fall on residents but we would bear some of the costs, at least for staff time involved in pursuing this and then for ongoing maintenance of the facility.

Please feel free to contact the office if you have any questions about this information. We would like to hear from you. We have included a couple of questions below for thoughts you have in regards to this issue.

1. Do you think it is important for the health and prosperity of the Village that we obtain ownership of the Cemetery and have it re-opened for use? Please feel free to elaborate.

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2. Are you opposed to the Village proceeding to obtain ownership of the Cemetery and re-opening it? If you are your reasoning would be appreciated to help Council understand the issues involved.

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3. Is there anything else you would like Council to know in regards to the Cemetery issue?

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THANK YOU.



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 : cao@portclements.ca  
Web : www.portclements.ca

June 12, 2017

To: Mr. Ernie Vyse

Re: Cemetery in Port Clements

Thank you for the recent letter you sent to Joan Hein indicating that you have done some research into your family and have narrowed down which remaining relatives you feel there are from Mr. William Vyse.

Unfortunately we have had a bit of a bump in the road at the Municipal office with the resignation of some of our Council members and new Council members getting elected. This has left us with a bit of a change in focus. Although we still feel the Cemetery is an important issue, Council has prioritized their priorities for 2017 and the Cemetery did not make the cut – it is tentatively on target for 2018.

I will keep your letter with this valuable information in my Cemetery file and as soon as I get the go ahead from Council to finalize this issue we will be in touch again.

I hope this letter finds you well and I hope that I will be talking with you again next year.

Sincerely,

Kim Mushynsky, Chief Administrative Officer  
Village of Port Clements

Scanned & emailed  
to  
randevyse@gmail.com

June 15, 2017.

April 27, 2017

Joan Hein

PO Box 164

Port Clements, BC V0T 1R0

Hi Joan

Sorry it has taken this long to respond, skiing has occupied most of my days.

I did get on to Ancestry.ca but found the website difficult to navigate and not very useful. I did not continue my subscription past the trial date.

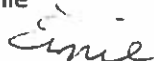
Assuming Great uncle William Vyse did leave everything to our grandfather Robert Vyse as you mentioned in previous communications. My brother Stan Vyse died on September 1, 2015. Leaving a widow, Donna and two children Cary and Tracey. If my grandfather Robert Vyse left his estate to his children; my father Horace Robert Vyse, my aunt Dorothy Knowler and uncle Alfred Vyse then property belonging to great Uncle William Vyse was owned by these three siblings. If he left his property to his oldest son my father I assume that I am the remaining heir. Since all of them passed away years ago unless we know the contents of great uncle William's will and grandfather Robert's will assuming they left one, the current owner of the small tract of land in question is in doubt. Stan's Widow Donna inherited his estate so presumably his children are not involved until she passes away.

The only other people involved with the possible inheritance would be my Sister in law Donna Vyse and her two children Cary and Tracey. I have made Donna and her children aware of our correspondence and the possible contact by the Port Clements' town council. I would be willing to do the leg work and obtain Donna's, Cary's and Tracey's notarized signature on the appropriate paperwork if that would help expedite the transition.

Their addresses if you would like to contact them directly are: Donna Vyse, 1103 Orr Drive, Port Coquitlam B.C. Canada V3C6H2; Cary Vyse 401-301 Capilano Rd, Port Moody B.C. Canada V3H0G6; Tracey (Vyse) Desmarais, 10419 Teresa Rd, Lake Country, B.C. Canada V4V2N6.

I hope we can expedite this land transfer without much further ado!

Cheers Ernie



CA-1





# REPORT TO COUNCIL

Author: Elizabeth Cumming, Acting CAO

Date: January 7, 2021

RE: Regular Report on Current Operations

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## **BACKGROUND:**

The CAO/Acting CAO updates Council at the Regular Council Meetings on current operations and challenges. Previously this was a verbal report but going forward this will be presented as a written report.

## **DISCUSSION:**

The report is not an exhaustive list of activities, but general update on current operation activities and notable events for Council.

### Administration:

- The consultants are focusing on year-end and strategic planning/CAO recruitment and are doing well. Their assistance in the office has been tremendously beneficial to Administration.
- Phone issue on Monday (January 4<sup>th</sup>) morning, reduced communication to email only; issue has been resolved.
- Power outage on Tuesday (January 5<sup>th</sup>) resulted in office closure (no computers, no phones). Focused day instead on manual year end activities (filing work) and office reorganization.
- Administration otherwise involved in Strategic Planning, assisting consultants as needed, and regular operations. Week closure for holidays followed by week of service-by-appointment-only was beneficial to operations with current reduced staff capacity. Currently in "quiet" season, but still experiencing daily interactions with public access for services and other activities.

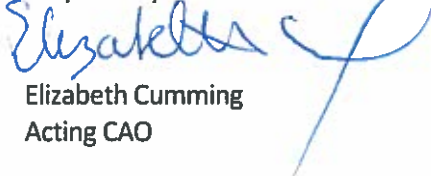
### Finance:

- Work on year-end and rollover is ongoing as power outages and other disruptions have made it more challenging than usual.
- Senior Finance Manager's first time dealing with year-end and is learning a lot under the consultant. It has been a learning curve.

### Public Works:

- Power outage caused issue at sewer lift station. Sourcing needed part from lower mainland, manual pumping until then.
- Storm and power outage made Multiplex security system alarms go off throughout the event calling out Public Works from early hours to late in the evening.
- Public Works is attending trees down to storms on municipal property.
- Operationally they are trying to put together clarification with Paul Turje on the well project to keep it on track.
- Public Works is also expecting the weather to turn to ice/freezing in January/February and are preparing for emergencies (seasonal freezing pipe events, etc).

Respectfully submitted:

  
Elizabeth Cumming  
Acting CAO

B-1

# Grants Report

## Q4 2020

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**JANUARY 6**

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Andrew Hudson, grant manager  
andrew@gohaidagwail.ca



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# Upcoming grants of note

## BC Hydro Re-Greening Program

*BC Hydro*

Up to \$75,000

11 January 2021

- Funds tree seedlings and sometimes shipping costs for local governments and First Nations — applicants cover labour and maintenance
- Trees may be for street or park enhancement, ecosystem restoration or enhancement
- Requires a site planting plan (includes power line assessment, specific tree species and heights), and permission letters from any affected landowners

## Investing in Canada Infrastructure (ICIP): Covid-19 Resilience

*BC and federal governments*

Up to 100% funding for local governments, 100% for non-profits, 100% for Indigenous Ultimate Recipients (\$10-million maximum)

27 January 2021 (2 p.m. PST)

- Applications reviewed as they come in (rolling intake)
- Eligible applicants include municipalities, regional districts (one application per electoral area plus one for regional/sub-regional project), Indigenous Ultimate Recipients, and not-for-profit entities
- Eligible projects must be for public use and benefit and achieve one of the following outcomes:
  - Retrofits/repairs/upgrades of local government and Indigenous buildings, health infrastructure and educational infrastructure
  - Any public infrastructure built or modified to respond to COVID-19 (can be temporary)
  - Active transportation infrastructure (parks, trails, footbridges, bike lanes, multi-use paths)
  - Mitigation and adaptation for flooding
- Ineligible projects include flood mitigation, tourism infrastructure, planning projects, land acquisition, housing, assets owned by Government of Canada, professional sports facilities, religious sites
- Stacking of any other grants or funding streams is not allowed
- Call 250-387-4060 or email [infra@gov.bc.ca](mailto:infra@gov.bc.ca) to discuss a project
- Approved projects must start before 30 September 2021 and finish by 31 December 2022 (for remote communities)
- Funding is claims-based, so applicants must be able to finance the project construction and be repaid later
- Some design work is eligible in the first year of the project, but it should be in advanced planning if not "shovel-ready"

## Emergency Support Services

*Union of B.C. Municipalities (UBCM)*

Up to \$25,000 and 100% funding (single applicant)

29 January 2021

- Funds local governments and First Nations for emergency support services equipment, training, and/or volunteer recruitment/retention projects
- Focused on moving existing ESS programs to electronic registration and reporting. Regional projects are eligible, and have a higher maximum funding depending on the number of local governments involved.

- Eligible costs include computers, printers, mobile devices as well as reception-centre kits, lodging kits, storage containers for supplies and equipment as well as training for emergency support services delivery
- Doesn't cover vehicles, major capital, or training already offered through the EMBC 2019/2020 ESS Training program
- Applications must meet a minimum point-score to be considered

### CleanBC Organic Infrastructure & Collection Program

*Province of B.C.*

Up to 66% funding

2 February 2021 for Stream 1: Organic Processing Infrastructure

4 February 2021 for Stream 2: Residential Curbside Collection

- Eligible projects: New or expanded composting facilities or anaerobic digesters (Stream 1); Curbside bins, kitchen bins, communications materials for a residential curbside service (Stream 2)
- Eligible applicants: Regional district, municipality, or Indigenous governing body (partnerships welcome — can include Indigenous development corporations or for-profit businesses)
- Ineligible costs include feasibility studies, pilot projects, vehicles (see list)
- Projects must divert organic waste from landfill and reduce greenhouse-gas emissions

### Co-op Community Spaces

*Federated Co-operatives Limited*

\$25,000 to \$150,000 in 100% funding

1 February 2021 to 1 March 2021

- Eligible applicants: charities, registered non-profits, community service co-operatives, and non-profits partnered with local government
- Eligible projects: capital projects focused on 1) recreation 2) environmental conservation or 3) urban agriculture
- Project must be done in two years
- Project must include permanent Co-op signage

### Major Contributions Grant

*Gwaii Trust Society*

Minimum \$50,000 for local governments (50% equity required)

Minimum \$25,000 for non-profits (25% equity required)

TBD, likely 1 March 2021

- Funds a wide range of projects, from community infrastructure to environmental protection, feasibility studies to language programs, recreation projects, emergency preparation, housing
- \$400,000 available in 2021
- Preference for all-islands projects, partnerships
- Maximum project length of two years

### Poverty Reduction Planning & Action Program

*Union of B.C. Municipalities (UBCM)*

Up to \$25,000 for poverty-reduction plans

Up to \$50,000 for poverty-reduction projects

Up to \$150,000 for regional projects

5 March 2021

- Regional Stream 1 applications (poverty reduction plans and assessments) and Stream 2 applications (poverty reduction action) are eligible for up to \$150,000

R-2

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- Stream 2 (Action) funding has a 25% limit on capital expenses
  - Stream 2 projects could include pilot projects (ex. Rec passes for low-income residents); tax-filing programs; awareness campaigns; social-enterprise initiatives; local food initiatives; planning related to social determinants of health)

### Emergency Operations Centres & Training

*Union of B.C. Municipalities (UBCM)*

Up to \$25,000 and 100% funding

**26 March 2021**

- Funds equipment and training for EOCs
- Also funds public emergency communications systems
- Regional applications welcome
- Must finish within a year

### Northern Resilient Communities Grant (COVID-19)

*Northern Health Authority*

Up to \$5,000

**Open Aug. 1 until exhausted**

- Eligible applicants include local and Indigenous governments, non-profits, community and Indigenous organizations, schools and PACs
- Eligible projects help organizations adapt public services, communications and programs to COVID-19
- Not for individuals, businesses, one-time events, prizes, academic research
- Projects must follow B.C. public health orders, notices, and guidance

# Masset

Total requested in Q4 2020: \$667,884  
 Total requested in 2020: \$4,861,495

Total awarded in Q4 2020: \$211,790  
 Total awarded to date: \$554,099

Date	Applicant	Project	Funder	Grant	Project \$	Request \$	Status
Oct. 25	Village of Masset	Masset Airport Storage Project	Gwaii Trust Society	Vibrant Haida Gwaii Communities	\$112,875	\$104,655	Approved
Oct. 26	Village of Masset	Village of Masset Sewer Cleaner	Gwaii Trust Society	Vibrant Haida Gwaii Communities	\$107,241	\$102,135	Approved
Oct. 27	Village of Masset	Masset Seaplane Terminal and Boat Launch Upgrade	Ministry of Municipal Affairs and Housing	Community Economic Recovery Infrastructure Program	\$416,646	\$400,621	Pending
Oct. 28	Village of Masset	Masset Market Interior	Ministry of Municipal Affairs and Housing	Community Economic Recovery Infrastructure Program	\$52,249	\$50,473	Pending
Nov. 30	St. Paul's Anglican Church	Masset Thrift Store Assistance	Gwaii Trust Society	Haida Gwaii COVID-19 Emergency Response Grant	\$10,144	\$10,000	Partially approved (\$5,000)

P.2

# Port Clements

Total requested in Q4 2020: \$770,136  
 Total requested in 2020: \$1,267,060

Total awarded in Q4 2020: \$121,915  
 Total awarded to date: \$565,339

Date	Applicant	Project	Funder	Grant	Project \$	Request \$	Status
Oct. 1	Village of Port Clements	Port Clements Weight Room Upgrade	Gwaii Trust Society	Vibrant Haida Gwaii Communities	\$ 25,004	\$ 25,004	Approved
Oct. 26	Village of Port Clements	Dyson Corner Service Hub Development Project	Ministry of Municipal Affairs and Housing	Community Economic Recovery Infrastructure Program	\$ 379,788	\$ 363,926	Pending (January)
Oct. 28	Village of Port Clements	Sunset Park Revitalization Project	Ministry of Municipal Affairs and Housing	Community Economic Recovery Infrastructure Program	\$ 292,927	\$ 284,295	Pending (January)
Oct. 31	Village of Port Clements	Public Works Yard Improvement	Gwaii Trust Society	Vibrant Haida Gwaii Communities	\$ 83,122	\$ 53,741	Approved
Oct. 31	Village of Port Clements	Firehall Floors and Stairs Upgrade	Gwaii Trust Society	Vibrant Haida Gwaii Communities	\$ 28,405	\$ 27,170	Approved
Dec. 1	Village of Port Clements	Graham Island Central Winter Holidays 2020	Gwaii Trust Society	Winter Holidays Grant	\$ 11,000	\$ 11,000	Approved

R-2

# Queen Charlotte

Total requested in Q4 2020: \$1,293,944  
 Total requested in 2020: \$2,074,803

Total awarded in Q4 2020: \$94,423  
 Total awarded to date: \$411,552

Date	Applicant	Project	Funder	Grant	Project \$	Request \$	Status
Oct. 1	Village of Queen Charlotte	Queen Charlotte Youth Centre Operations 2020 (Second request)	Gwaii Trust Society	Youth Grant	\$32,849	\$10,000	Declined
Oct. 6	Queen Charlotte City Fire Prevention Society	Emergency response coveralls for Queen Charlotte firefighters	Gwaii Trust Society	Haida Gwaii COVID-19 Emergency Response Grant	\$5,621	\$ 5,621	Approved
Oct. 29	Village of Queen Charlotte	Skidegate Inlet Cycling/Walking Route	Ministry of Municipal Affairs and Housing	Community Economic Recovery Infrastructure Program	\$248,909	\$ 248,909	Pending (January)
Oct. 29	Village of Queen Charlotte	Queen Charlotte Sea Walk Extension	Ministry of Municipal Affairs and Housing	Community Economic Recovery Infrastructure Program	\$1,111,193	\$ 865,214	Pending (January)
Oct. 31	Queen Charlotte City Fire Prevention Society	Uniforms & Apparel for Queen Charlotte Firefighters	Gwaii Trust Society	Community Innovations	\$15,605	\$ 7,802	Approved
Oct. 31	Village of Queen Charlotte	2021 Village of Queen Charlotte Business Façade Improvement Program	Northern Development Initiative Trust	Business Façade Improvement	\$20,000	\$ 20,000	Pending
Oct. 31	Village of Queen Charlotte	Oceanview Drive Parking Study	Northern Development Initiative Trust	Main Street Revitalization—Planning	\$23,216	\$ 22,110	Declined
Nov. 1	Village of Queen Charlotte	Firefighting and Public Works Improvement	Gwaii Trust Society	Vibrant Haida Gwaii Communities	\$175,222	\$ 70,000	Approved
Nov. 6	Village of Queen Charlotte/Skidegate Band Council	Skidegate-Queen Charlotte Evacuation Route	Union of B.C. Municipalities	Evacuation Route Planning	\$33,288	\$ 33,288	Declined
Nov. 27	Village of Queen Charlotte	Graham Island South Winter Holidays 2020	Gwaii Trust Society	Winter Holidays Grant	\$11,000	\$ 11,000	Approved

*R-2*



# North Coast Regional District Areas D & E

Total requested in Q4 2020: \$4,682,916

Total awarded in Q4 2020: \$843,826

Total requested in 2020: \$5,814,727

Total awarded to date: \$1,808,958

Date	Applicant	Project	Funder	Grant	Project \$	Request \$	Status
Oct. 6	Misty Isles Economic Development Society	Misty Isles Economic Development Society Safe Travels Initiative	Gwaii Trust Society	Haida Gwaii COVID-19 Emergency Response Grant	\$ 37,421	\$ 37,421	Declined
Oct. 22	North Coast Regional District	NCRD Regional Recycling Depot Upgrade	Investing in Canada Infrastructure Program	Rural and Northern Communities	\$ 1,985,060	\$ 1,937,960	Pending
Oct. 28	Misty Isles Economic Development Society	Haida Gwaii E-commerce Project	Ministry of Municipal Affairs and Housing	Community Economic Recovery Infrastructure Program	\$ 313,947	\$ 313,947	Pending (January)
Oct. 29	Misty Isles Economic Development Society	Rennell Sound Recreation Site Improvement Project	Ministry of Municipal Affairs and Housing	Community Economic Recovery Infrastructure Program	\$ 1,413,370	\$ 1,413,370	Pending (January)
Oct. 31	North Coast Regional District	2021 Business Façade Improvement Program	Northern Development Initiative Trust	Business Façade Improvement	\$ 20,000	\$ 20,000	Pending
Nov. 1	Miller Creek Community	Miller Creek Improvement Project	Gwaii Trust Society	Vibrant Haida Gwaii Communities	\$ 14,738	\$ 14,738	Approved
Nov. 1	North Coast Regional District (Area E)	Vibrant Sandspit	Gwaii Trust Society	Vibrant Haida Gwaii Communities	\$ 238,914	\$ 211,642	Approved
Nov. 1	Misty Isles Economic Development Society	Rennell Sound Recreation Site Improvement Project	Gwaii Trust Society	Special Projects	See G27	\$ 600,000	Approved if CERIP grant is approved
Nov. 1	Tow Hill Community Association	Tow Hill Bear Bins	Gwaii Trust Society	Vibrant Haida Gwaii Communities	\$ 17,446	\$ 17,446	Approved
Dec. 11	Sandspit Volunteer Fire Department Society	SVFD Road Rescue Equipment and Training	Fire Chiefs Association of BC	Road Rescue Grant	\$ 31,391	\$ 31,391	Pending
Dec. 21	Misty Isles Economic Development Society	MIEDS COVID-19 Adaptation Project	Destination BC	DMO Community Adaptation Funding	\$ 15,000	\$ 15,000	Pending

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# Grant options

For a regularly updated list of Haida Gwaii grant options, [please bookmark this link](#).

## Questions?

Email [andrew@gohaidagwaii.ca](mailto:andrew@gohaidagwaii.ca) or phone 250-626-9150.

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Village of Port Clements  
Council Meeting Action Items List

Action #	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. 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 Strength-Building: The Haida Gwaii Weight Room Strategy. Applying to Community Innovation Grant to develop HG weight room strategy see if weightroom funding application can be expediated by the Gwaii Trust Society Cannot be expediated. Weightroom funding application separated between COVID-19 & upgrades, upgrades needs motion for application noting specific amount Review recently adopted Management plan in Nov/Dec 2017 and again in Nov/Dec 2018.
	14-03-2019			
	16-03-2020		HG Rec	
	13-07-2020		VOPC	
	13-08-2020			
A36	08-08-2017	Sunset Park Mgmt. Plan	Council	
	16-04-2019			Draft plan circulated to Council for review. Motion made to hold public hearing and then adopt Management Plan. Staff dealing with scheduling.
	03-06-2019			
	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	09-26-2018	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	Rainbow Wharf Repairs		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)
	05-08-2020			
A53	02-09-2020			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
	21-09-2020			Staff identified need for further direction from Council on options
	05-10-2020			supplier looking into workaroud for equipment issues (microphones) with backfeed; pending supplier update
	16-12-2020			Zoom subscription has been purchased and it is intended to utilize zoom for December 21st, 2020 Regular Council Meeting
	21-12-2020			Zoom attempt for December 21st, 2020 Regular Council Meeting experienced technical issues; will re-attempt for January 12th, 2021 Regular Council Meeting
A54	11-16-2020	Tennis Court Improvement		Add to strategic planning for follow up - to make a plan to pressure wash, repaint the lines, brush the trees back, put the fencing back in place and have it ready for spring (NDIT funding may be available - \$30,000 to max of 70% of eligible project budget open on a quarterly basis).