



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, October 18th, 2021

AGENDA

1. **ADOPT AGENDA**
2. **PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS**
3. **MINUTES**
M-1— October 4th, 2021, Regular Council Meeting Minutes
4. **BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS**
5. **ORIGINAL CORRESPONDENCE**
C-1—INFO — Appointment of Directors to Regional District – City of Langley
C-2—INFO/INVITATION – Emergency Paramedics and Dispatchers – Ambulance Paramedics of BC
C-3—REQUEST-- 8-hour-shifts for Medical Professionals – Wendy Quinn
C-4—REQUEST- Letter of Support for Application – Tlell Fall Fair
6. **FINANCE**
7. **GOVERNMENT**
G-1— 3rd Quarter 2021 – Grants Report – Andrew Hudson, MIEDS Grant Writer
G-2—Quarantine/Isolation Leave – Sick Leave Benefit – Deputy Clerk Cumming
G-3—Repeal Bylaw #466, 2021
G-4—Community Engagement – Action Item A3 – Elsie Lemke, CAO
G-5—Scheduling Strategic Plan Update Session
8. **NEW BUSINESS**
9. **REPORTS & DISCUSSIONS**
R-1—INFO - Regular Report on Current Operations – Elsie Lemke, CAO
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;
90(2) A part of a council meeting must be closed to the public if the subject matter being considered relates to or is one or more of the following:
(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party;
13. **ADJOURNMENT**



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Minutes of the 7:00 PM Regular Meeting of Council, Monday, October 4th, 2021

Present:

Mayor Doug Daugert
Councillor Ian Gould
Councillor Brigid Cumming
Councillor Kelly Whitney-Gould
Councillor Kazamir Falconbridge

CAO Elsie Lemke
Deputy Clerk Elizabeth Cumming

Members of the Public and Press:

Meeting Called to Order at 7:01 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**
2021-10-212—Moved by Councillor Falconbridge, seconded by Councillor Cumming
THAT Council adopts the October 4th, 2021, Regular Council Meeting Agenda as presented.
CARRIED
- 2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS**
- 3. MINUTES**
M-1— September 20th, 2021, Regular Council Meeting Minutes
2021-10-213—Moved by Councillor Falconbridge, seconded by Councillor Cumming
THAT Council adopts the September 20th, 2021, Regular Council Meeting Minutes.
CARRIED
- 4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS**
- 5. ORIGINAL CORRESPONDENCE**
C-1—INFO—September Board Highlights – North Coast Regional District
C-2—INFO/REQUEST – Emergency Paramedics and Dispatchers – Ambulance Paramedics of BC

2021-10-214—Moved by Councillor Cumming, seconded by Councillor Falconbridge
THAT Council receives September Board Highlights from North Coast Regional District for information.
CARRIED

Councillor Falconbridge declared a conflict of interest and left the room at 7:06 PM

2021-10-215—Moved by Councillor Cumming, seconded by Councillor Whitney-Gould
THAT Council receives the Emergency Paramedics and Dispatchers from Ambulance Paramedics of BC.
CARRIED

2021-10-216—Moved by Councillor Cumming, seconded by Councillor Whitney-Gould
THAT Council invites Larry Duke to speak to Council re: Ambulance Service and how it will affect our
community.
CARRIED

Councillor Falconbridge returned to the room at 7:20 PM

6. FINANCE

F-1—3rd Quarter Financial Report

2021-10-217—Moved by Councillor Falconbridge, seconded by Councillor Cumming
THAT Council receives the 3rd Quarterly Financial Report from Senior Finance Manager Bell as presented.
CARRIED

7. GOVERNMENT

G-1—2021 3rd Quarter Progress Report on the Strategic Plan

2021-10-218—Moved by Councillor Falconbridge, seconded by Councillor Whitney-Gould
THAT Council receives the 2021 3rd Quarter Progress Report on the Strategic Plan.
CARRIED

Council will look at setting dates for Strategic Planning session at the next Council Meeting

G-2-- Weight Room – Unsupervised Minors – Deputy Clerk Cumming

2021-10-219—Moved by Councillor Falconbridge, seconded by Councillor Whitney-Gould
THAT Council receives the Weight Room report from Deputy Clerk Cumming and otherwise leaves things
as is with weightroom operations.
CARRIED

G-3—Authorizing New CAO on Municipal Accounts – Deputy Clerk Cumming

2021-10-220—Moved by Councillor Falconbridge, seconded by Councillor Cumming
THAT Council authorizes their CAO Elsie Lemke to be added as signing authority, authorized
representative, and administrator for the Village's Northern Savings Credit Union accounts.
CARRIED

2021-10-221—Moved by Councillor Whitney-Gould, seconded by Councillor Falconbridge

THAT Council authorizes their CAO Elsie Lemke to be added onto the Village's Post Office Box at Canada
Post as the administrator, authorized representative, and signing authority.
CARRIED

2021-10-222—Moved by Councillor Cumming, seconded by Councillor Falconbridge

THAT Council authorizes their CAO Elsie Lemke to be added onto all municipal accounts as administrator,
authorized representative, and signing authority, including all financial accounts, vendor accounts and
provincial/federal reporting accounts.
CARRIED

2021-10-223—Moved by Councillor Falconbridge, seconded by Councillor Gould

THAT Council authorizes removing Jana Zamyslicka from all municipal accounts as administrator,
authorized representative, and signing authority, including all financial accounts, vendor accounts and
provincial/federal reporting accounts.

CARRIED

8. NEW BUSINESS

9. REPORTS & DISCUSSIONS

R-1—INFO - Regular Report on Current Operations – Elsie Lemke, CAO

R-2—INFO – Grants Progress Report – Senior Finance Manager Bell

Mayor Daugert: **September 28** – Zoom meeting with the Honourable Josie Osborne Minister of Municipal Affairs and Housing- This was a special meeting requested by the 31 municipal governments that are in the area covered by the proposed Resource Benefits Alliance. Together we have asked for a resource revenue sharing agreement such as exists in the Columbia Basin Trust, the Islands Trust, the revenue sharing agreement for the Northeast, and other similar arrangements. The purpose is to offset the costs to local communities from resource development in their area, since mostly the municipalities are not able to tax the industries directly, but still need to provide accommodation and services to workers. The concept has been strongly supported by the Premier in the past and is supported by our Northern MLA's. Currently the extra government expenses related to Covid have strained Provincial revenues and the Minister says the money is not available. However, the group stressed that while recognizing the current economic concerns, we would like a formula going forward that would identify any new revenues from such development and assign a portion to local governments. Our argument is that we need to develop a source of funding to reliably maintain and upgrade our infrastructure to support the workers needed for these projects. Having robust and modern communities in the North assists in the recruitment and retention of workers, helps any housing and affordability issues in the Province, and makes the economy more stable and resilient. The meeting took over an hour, which is a long session for a meeting with a Minister, and we all agreed to continue discussion on the staff level. Today got a letter from Minister Osborne committing to go forward at the staff level and discussing a framework on how it could be done, so things are moving forward, though slowly.

September 29-- Protocol Table meeting—This was cancelled at the last minute due to a death in Skidegate.

October 1-- Teleconference with Northern Health. This was one of the ongoing Covid/Overdose epidemic meetings. Currently the Northern Health Region is experiencing about 110-120 new cases each day, and that rate does not seem to be decreasing. There are 87 patients in hospitals in the NH region with Covid, 67 in UNBCH, 16 transferred to the lower mainland and Vancouver Island. A question was raised regarding persons who test positive, but don't tell anyone so they can keep working. The answer was the employer can use screening methods to establish their own standards, but NH can NOT inform anyone other than the patient about test results.

October 4 -- letter from forestry they have been slow in responding in getting a meeting of local leadership around forestry issues and explaining the allocation formulas for Timber as they have just issued the First Nations Wood Lot Licence and that timber will come out of the Timber Supply area. Same area identified as a forest harvest licence to cut but it is a longer term tenure and they were analyzing how that was impacting the timber available and timber supply area and allocations within in. Once they have analyzed that information, they will be having meetings in the next few weeks regarding timber supply area, allocations and who gets what. Should bring more clarification to timber forest

Councillor Whitney-Gould: Has been working with office to sort out the Tourism Advocate Grant regarding the change order and extension date. Has been working with Julia Breese on the tourist website, and getting someone to get the St.Mark's ordering in place. Went to see Elsie for introduction.

Councillor Gould: *Meeting was changed to zoom for NDIT and then the ferry was cancelled minutes later. NDIT meeting was straightforward, no more allotments, so they gave information session on NDIT financing and different regions, question on what kind of buffering should they keep for their original \$20 million funding. They want to set a new lower limit in case the market drops, with the bottom of the buffer should be equal to what inflation would have done. Minor things otherwise.*

Councillor Cumming: *Attended Council meetings. Question regarding what the Remembrance Day plans and identifying memorial bench ceremony taking place for Joan Hein and Betty Dalzell.*

Councillor Falconbridge: *Here on 29th to meet Elsie, no other Council business to report. Identified issues with medical medivac flights being overwhelmed due to COVID-19 patients. Question on when next Emergency Management Meeting is.*

2021-10-224—Moved by Councillor Falconbridge, seconded by Councillor Whitney-Gould THAT Council receives the written and verbal reports from Council, CAO Elsie Lemke and Senior Finance Manager Bell as presented.

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:

- (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- (c) labour relations or other employee relations;

2021-10-225—Moved by Councillor Falconbridge, seconded by Councillor Cumming THAT the meeting moves In-Camera per *Community Charter* section 90(1) (a) & (c) at 8:08 PM.

CARRIED

13. ADJOURNMENT

2021-10-226—Moved by Councillor Cumming THAT the meeting be adjourned at 8:28 PM

CARRIED

Mayor Doug Daugert

CAO Elsie Lemke

M-1

File: 0410.03

September 15, 2021

Honourable Josie Osborne
Minister of Municipal Affairs

VIA Email: MAH.Minister@gov.bc.ca

Dear Minister:

Re: Appointment of Directors to Regional District Board

The following resolution was passed by the Metro Vancouver Regional District Board at its July 30, 2021 meeting:

That the MVRD Board request the Ministry of Municipal Affairs to amend the Local Government Act in section 198 [appointment and term of office for municipal directors], as necessary to require municipal councils to appoint the Mayor, or the Mayor's designate, as the municipal director to the regional district board

Metro Vancouver's background report to this motion, entitled "Municipal Director Appointment Process", is attached for reference.

At its September 13, 2021 Regular Council meeting, the Council for the City of Langley passed the following resolution:

WHEREAS the Local Government Act sets out the procedure for the appointment of directors to the regional district board;

WHEREAS section 198 of the Local Government Act states: After the first appointment under section 41 (2) (e) [first board for regional district], each municipal director is to be appointed at pleasure by the council from among its members and that the Local Government Act does not stipulate any criteria in making those appointment decisions;

WHEREAS the appointment of directors to the regional district board under the Municipal Act (now Local Government Act) was changed after 2000 to "at the pleasure of Council" and that there have been no criteria constraining municipal council's appointment decision since 1965;

WHEREAS the governance structure of regional districts has been lauded as a model structure that provides for "a regional federation of autonomous partners, representing both municipal and non-municipal territory and allows each Regional District to tailor most of its individual functions, both regionally and sub-regionally, to its own evolving needs. The Regional District legislation was designed to promote inter-municipal cooperation, to provide services to non-municipal urban fringe or rural communities, and to stimulate consensus-based planning and co-ordination across regions;"¹

WHEREAS regional districts are "part of the municipal system not separate from it. The regional district does not sit over the municipalities with the municipal units serving the region. Rather it is the reverse: the regional district exists to further the interests of its municipal members;"²

C-1

WHEREAS the current section 198 of the Local Government Act provides ability, accountability, autonomy, and a democratic process for each municipal council to appoint the director to the regional board that best represents the views of majority of council on regional-scale services matters;

WHEREAS the Metro Vancouver Regional District is a federation of 21 municipalities, one Electoral Area and one Treaty First Nation that collaboratively plans for and delivers regional-scale services;

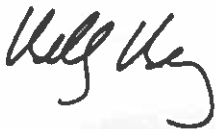
WHEREAS the Metro Vancouver Regional District Board, at its July 30, 2021 meeting, passed a resolution to request the Ministry of Municipal Affairs to amend the Local Government Act in section 198 [appointment and term of office for municipal directors], as necessary to require municipal councils to appoint the Mayor, or the Mayor's designate, as the municipal director to the regional district board;

WHEREAS Metro Vancouver Regional District Board has not outlined the impetus and rationale for the proposed amendment to section 198 of the Local Government Act;

WHEREAS the proposed resolution passed by the Metro Vancouver Regional Board to amend the Local Government Act to require municipal councils to appoint the Mayor, or the Mayor's designate, as the municipal director to the regional district board would affect all regional district boards in BC and that a broad consultation with all local governments in BC is necessary and required to consider this amendment;

THEREFORE, BE IT RESOLVED THAT the Ministry of Municipal Affairs conduct a broad consultative process in partnership with the Union of British Columbia Municipalities, Lower Mainland Local Government Association, and all local governments in BC to solicit feedback with tangible and objective rationale to support the amendment to section 19 of the Local Government Act to require municipal councils to appoint the Mayor, or the Mayor's designate, as the municipal director to the regional district board; and that this motion be forwarded to Honourable Josie Osborne, Minister of Municipal Affairs, and all municipal councils in BC.

Yours truly,
CITY OF LANGLEY



Kelly Kenney
Corporate Officer

Cc BC Municipalities

Enclosure

Footnotes in Resolution:

1 40 Years: A Regional District Retrospective Summary of Proceedings, Local Government Knowledge Partnership, Ministry of Community & Rural Development, Local Government Management Association of British Columbia, 2009,
<https://www.uvic.ca/hsd/publicadmin/assets/docs/LGI/RetrospectiveMar2009/Summary.pdf>

2 A Primer on Regional Districts in British Columbia, Ministry of Community Services, 2006,
https://www.regionaldistrict.com/media/28095/Primer_on_Regional_Districts_in_BC.pdf

C-1

To: MVRD Board of Directors

From: Mayors Committee

Date: July 9, 2021

Meeting Date: July 30, 2021

Subject: **Municipal Director Appointment Process**

MAYORS COMMITTEE RECOMMENDATION

That the MVRD Board request the Ministry of Municipal Affairs to amend the *Local Government Act*, in section 198 [appointment and term of office for municipal directors], as necessary to require municipal councils to appoint the Mayor, or the Mayor's designate, as the municipal director to the regional district board.

At its July 9, 2021 meeting, the Mayors Committee considered the attached report titled "Municipal Director Appointment Process", dated June 18, 2021. The committee discussed seeking a statutory amendment to the provisions in the *Local Government Act* to require the appointment of the Mayor or designate as the municipal director on the regional district board. The Committee subsequently adopted the recommendation as presented above in underline style.

This matter is now before the Board for its consideration.

Attachment

"Municipal Director Appointment Process", dated June 18, 2021

46632665

To: Mayors Committee

From: Chris Plagnol, Corporate Officer

Date: June 18, 2021 Meeting Date: July 9, 2021

Subject: **Municipal Director Appointment Process**

RECOMMENDATION

That the Mayors Committee receive for information the report dated June 18, 2021, titled "Municipal Director Appointment Process".

EXECUTIVE SUMMARY

BC's regional districts are each governed by a board of directors which is composed of municipal directors, Treaty First Nations directors, and electoral area directors representing their local jurisdictions. As set out in the *Local Government Act*, the electoral area director is elected to the board, while the other directors are appointed. The decision to appoint rests with the municipal council or the treaty first nation governing body. The Act does not stipulate any criteria in making those appointment decisions, such as the Mayor should be the default appointment. To do so would require a statutory amendment to the *Local Government Act*.

PURPOSE

To outline the process and procedures related to the appointment of municipal directors to the Metro Vancouver board.

BACKGROUND

At its meeting of May 26, 2021, the Mayors Committee discussed the process by which directors, particularly Mayors or their designates, are appointed to the regional district board, and adopted the following resolution:

That the Mayors Committee direct staff to review the process and procedures for Mayor or their designate and Director appointments and report back.

This report provides for the committee's consideration information on the municipal director appointment process.

REGIONAL DISTRICT GOVERNANCE

The 27 regional districts in BC are modeled as a federation composed of municipalities, electoral areas, and Treaty First Nations, each of which has representation on the regional district board. The board is the governing body of the regional district, and is ultimately responsible for the services provided and the actions taken. This board is composed of one or more directors appointed from each member municipal council and each Treaty First Nation governing body, and of one or more directors elected from each electoral area, based on the population of the jurisdiction represented.

Metro Vancouver's Boards

In Metro Vancouver's case, the MVRD board represents 21 municipalities, one Electoral Area and one Treaty First Nation, composed of 40 directors as follows:

- 38 municipal directors
- 1 treaty first nation director
- 1 electoral area director

It is important to note that in addition to the MVRD Board, Metro Vancouver is also governed by 3 other boards. The *GVS&DD Act* provides that the GVS&DD board comprises those persons who are directors for each jurisdiction within the GVS&DD on the MVRD board, together with the electoral area director. The *GVWD Act* contains a similar provision. Finally, the *MVHC Articles of the Company* stipulate that the directors for the MVHC board will mirror those appointed to the MVRD board.

Appointment Process

The *Local Government Acts* sets out the procedure for the appointment of directors. For municipal directors, section 198 of the Act states:

After the first appointment under section 41 (2) (e) [*first board for regional district*], each municipal director is to be appointed at pleasure by the council from among its member.

There is a significant phrase in this section and that is that each municipal director is to be appointed at pleasure by the council from among its members. This means that the decision to appoint (or remove) municipal directors rests entirely with the municipal council (as does the appointment of Alternate Directors, which is not addressed in this report). The Act does not stipulate any criteria in making those appointment decisions, such as the Mayor or Mayor's designate should be the default appointment, followed by councillors.

Since 1965, the *Municipal Act* (now *Local Government Act*) stipulated that municipal directors were appointed annually (after 2000, this provision was changed to "at the pleasure of council"). And since 1965, there have been no criteria constraining municipal council's appointment decision.

Electoral area directors and treaty first nation directors follow different provisions. The electoral area director is directly elected for a four-year term until the next general local election, as set out in section 199 of the Act. The treaty first nation director is appointed by the nation's governing body and does not follow the "at pleasure" provision described above, but rather the term is set in accordance with section 254 of the Act.

If the MVRD Board wishes to make changes to the appointment process presented above, the next step would be to seek legislative change to the *Local Government Act*. In this case, the statutory change would affect all regional district boards in BC. The Ministry would have to consider the effect of this more global change, and may restrict this provision to Metro Vancouver only and/or conclude that the same amendment is appropriate for other regional district boards.

ALTERNATIVES

This is an information report. No alternatives are presented.

FINANCIAL IMPLICATIONS

Directors appointed to the regional district board are remunerated in accordance with the Remuneration Bylaw. The process to appoint directors to the board does not affect the remuneration budget.

CONCLUSION

The process to appoint directors (municipal directors, treaty first nation directors, and electoral area directors) to regional district boards is prescribed by the *Local Government Act*. While the electoral area directors are directly elected to the boards, the municipal directors and treaty first nation directors are appointed by their municipal council and governing body respectively. The Act does not stipulate that the municipal director appointment must be the Mayor or the Mayor's designate. As such, to introduce any appointment selection criteria for municipal directors would require a statutory amendment. This information is brought forward for the committee's information.

46272792

Ambulance Paramedics

of British Columbia - CUPE 873



Tel: 604-273-5722 | Fax: 604-273-5762 | Toll Free: 1-866-273-5766 | Toll Free Fax: 1-866-273-5762
105 - 21900 Westminster Hwy., Richmond, BC V6V 0A8
info@apbc.ca | www.apbc.ca

RECEIVED

UCI 04 2021

Village of Port Clements

September 22, 2021

Dear Mayors and City Councillors,

As we reflect on our week at UBCM we are grateful for the community connection and thoughtful engagement and collaboration between all levels of government and stakeholders. We appreciated the opportunity to virtually meet with so many mayors, councillors, and community leaders, and we hope you had a chance to visit our booth and enter our draw for an emergency preparedness kit (prizes are being mailed out this week!).

In case you missed it, we invite you to check out the following documents that were available at our online booth and explore the versatile skillset that uniquely qualifies paramedics to address public safety, emergency first response, patient transportation and community-based health innovation across BC.

Who We Are - <https://bit.ly/39vFSQo>

Rural - <https://bit.ly/3CAo4Af>

Metro - <https://bit.ly/3lRuwvU>

Community Resource Document - <https://bit.ly/39vFQs2>

We are reaching out today to extend an invite to you to set a time to meet and follow-up on the initiatives and solutions available to your community and address paramedic, dispatch, and ambulance resources.

At your earliest convenience please contact our office by phone at 604-273-5722 (or toll-free at 866 273-5766) or by email at info@apbc.ca or troy.clifford@apbc.ca.

We look forward to connecting with you and continuing to work collaboratively to support paramedic services in your community.

Sincerely,

Troy Clifford
Provincial President
Ambulance Paramedics of BC
CUPE Local 873

TC/sb/MoveUp

Page 1 of 1

C-2

2021-02-October
Mayor Dargent and Council

As the Pandemic continues into its fourth wave - and Hospitals overflow with patients.

Staff, especially Nurses, are stressed and complain of "Burn Out."

Some considering of leaving the very Service they trained so long for.

Therefore is it not time to consider at least one change -

where in any Trade or Business is a Twelve Hour Shift, considered Normal -

Caring for people too ill and bedfast to care for themselves, requires skills and concentration

less some mishap occurs. -

15 hr Shifts surely long enough, why add four hours more -

— 2

Would Council therefore make a Resolution to this for the next Municipal Meeting.

I have written to our M.L.A. on this matter, also to the Minister of Health, but do not expect a response, as one single letter is of little consequence. —

However if all the Municipalities put it on the Agenda and made a Resolution it is to be hoped that would carry weight.

Yes changes require not only action and consultation but also money.

One knows this, but surely by Staff content in their work, a better Health Service, is worth a few extra pounds.

— Quinn

Elizabeth Cumming

From: Doug <douglasmklouis@gmail.com>
Sent: October-06-21 10:59 AM
To: Sandra Brown; Office
Cc: Douglas Louis
Subject: Fairs, Festivals and Events Recovery Funds Letter of Support

The Tlell Fall Fair is applying for Fairs, Festivals and Events Recovery Funds through the Ministry of Tourism. We are applying for about \$4500 for 2022. One of the criteria for the application is letters of support from local municipalities. Can we please get a letter of support for the for the Fairs, Festivals and Events Recovery Fund?

The coordinator is Laird McLachlin

Project Director

Fairs, Festivals and Events Recovery Fund

Major Anchor Attractions Program

Tourism Sector Strategy Division Ministry of Tourism, Arts, Culture and Sport.

As we found out about this fund a day before the deadline, we already sent in the application but still require the letters of support as soon as possible.

If you have any questions please do not hesitate to contact me.

Thank you

Doug Louis

CAUTION: This email originated from outside of the Village of Port Clements Network. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Elizabeth Cumming

Subject: FW: Fairs, Festivals and Events Recovery Funds Letter of Support

From: Doug <doug.louis@hgqci.org>

Sent: October-06-21 1:22 PM

To: Sandra Brown <office@queencharlotte.ca>

Cc: Elizabeth Cumming <deputy@portclements.ca>; Doug <douglasmarklouis@gmail.com>; Office <office@portclements.ca>; Jennifer Bulbrook <j.bulbrook@queencharlotte.ca>

Subject: Re: Fairs, Festivals and Events Recovery Funds Letter of Support

As part of the Covid Recovery for BC, a fund has been setup to provide help for events like the Tlell Fall Fair. As we did not hold the Fair in 2020 or 2021 we had no revenue but still had expenses. The funds we are applying for will help us run the Fair in 2022, barring any more Covid lockdowns.

The Fairs, Festivals and Events Recovery Fund (the fund) provides a one-time grant for up to 20% of your total event budget, up to a maximum of \$250,000 per event and the funds can be used to cover a range of operational expenses.

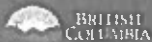
Here is the application we sent in.

CAUTION: This email originated from outside of the Village of Port Clements Network. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hope this helps to clarify?

Doug Louis

C-4



BC Fairs, Festivals and Events Recovery Fund (BCFFE Fund) – APPLICATION FORM

Fund Contact Information: Tourism, Arts, Culture and Sport

[COVID Tourism Recovery@gov.bc.ca](mailto:COVID_Tourism_Recovery@gov.bc.ca)

www.gov.bc.ca/fairs-festivals-events-recovery

APPLICANTS MUST COMPLETE ALL SECTIONS OF THE FORM. PLEASE REVIEW THE BCFFE FUND GUIDELINES IN DETAIL BEFORE COMPLETING THE APPLICATION FORM.

SECTION 1 – APPLICANT INFORMATION																									
LEGAL NAME OF APPLICANT ORGANIZATION Tlell Fall Fair Board	Indicate whether or your organization is: <input checked="" type="checkbox"/> not-for-profit <input type="checkbox"/> business (for profit) <input type="checkbox"/> local government <input type="checkbox"/> Indigenous Nation <input type="checkbox"/> other																								
PRIMARY CONTACT NAME AND TITLE Linda Louis, Secretary/Treasurer	PRIMARY CONTACT PHONE NUMBER 2505598975																								
PRIMARY CONTACT EMAIL ADDRESS sewwhat@qcislands.net	SECONDARY CONTACT NAME AND TITLE Douglas Louis, President																								
SECONDARY CONTACT PHONE NUMBER 7782608975	SECONDARY CONTACT EMAIL ADDRESS doug.louis@hgqci.org																								
APPLICANT ORGANIZATION'S BUSINESS MAILING ADDRESS PO Box 497, Queen Charlotte, BC V0T1S0	APPLICANT ORGANIZATION'S WEBSITE ADDRESS www.tlellfallfair.ca																								
SECTION 2 – EVENT INFORMATION																									
EVENT NAME Tlell Fall Fair	EVENT TYPE (indicate which category best describes your event):																								
EVENT DATE(S) August 1, 2022	<input type="checkbox"/> Sporting events & festivals <input type="checkbox"/> Arts & culture events & festivals <input type="checkbox"/> Community celebrations & gatherings <input checked="" type="checkbox"/> Agricultural fairs, exhibitions, and rodeos <input type="checkbox"/> Live music festivals <input type="checkbox"/> Other: _____																								
EVENT WEBSITE ADDRESS www.tlellfallfair.ca	LOCATION(S) OF EVENT Tlell Fall Fairgrounds, Nakoon Park, Tlell BC																								
<p>1. EVENT DESCRIPTION: Please provide a description of your event (250 word maximum) If your event is recurring, you may wish to include links to past media coverage.</p> <p>The Tlell Fall Fair is a local event held the Saturday and Sunday before BC Day every year. The Fair is located in Tlell, within Naikoon Provincial Park. Tlell is the Agricultural and Farming hub of the islands. Like many agricultural fairs we have events and exhibitions of local items. The Saturday is for exhibitors to bring in their category items to be judged at a documented Provincial Standard, that evening. This gives people a chance to showcase their Animals, garden produce, arts and crafts, quilting, photography, baking and flowers on the Sunday. On that Sunday is the day that provides educational demonstrations and information on raising livestock and growing produce. This event promotes and demonstrates sustainable Agricultural here on Haida</p>																									
<p>2. FORECAST OR ACTUAL EVENT ATTENDANCE</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 70%;">Participants/Athletes/Artists</th> <th style="width: 30%;">Numbers</th> </tr> </thead> <tbody> <tr> <td>International Participants</td> <td></td> </tr> <tr> <td>National Participants (from outside of BC)</td> <td></td> </tr> <tr> <td>Regional Participants (from BC but outside host community)</td> <td style="text-align: center;">10</td> </tr> <tr> <td>Local Participants</td> <td style="text-align: center;">101</td> </tr> <tr> <td style="text-align: right;">Total Participants/Athletes/Artists</td> <td style="text-align: center;">111</td> </tr> <tr> <th style="text-align: center;">Attendees/Spectators</th> <th></th> </tr> <tr> <td>International Attendees</td> <td></td> </tr> <tr> <td>National Attendees (from outside BC)</td> <td></td> </tr> <tr> <td>Regional Attendees (from BC but outside host community)</td> <td></td> </tr> <tr> <td>Local Attendees</td> <td></td> </tr> <tr> <td style="text-align: right;">Total Attendees/Spectators</td> <td style="text-align: center;">1307</td> </tr> </tbody> </table>		Participants/Athletes/Artists	Numbers	International Participants		National Participants (from outside of BC)		Regional Participants (from BC but outside host community)	10	Local Participants	101	Total Participants/Athletes/Artists	111	Attendees/Spectators		International Attendees		National Attendees (from outside BC)		Regional Attendees (from BC but outside host community)		Local Attendees		Total Attendees/Spectators	1307
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C-1



BC Fairs, Festivals and Events Recovery Fund (BCFFE Fund) – APPLICATION FORM

3. Has this event been held in BC before? If yes, when, and where?
As of 2019, the Tlell Fall Fair had been in operation for 37 years at the Tlell Fall Fairgrounds

4. If this is a recurring event, what was the total attendance in each of the past two years prior to the COVID-19 pandemic?
2019 was 1307, 2018, was 1149

5. Does your event demonstrate alignment with (choose one, or more)?

<input checked="" type="checkbox"/> Strategic Framework for Tourism in B.C.	<input type="checkbox"/> Strategic Framework for Sport in B.C.
<input checked="" type="checkbox"/> Strategic Framework for the B.C. Arts Council	<input checked="" type="checkbox"/> Mandate Letter for the Minister of Tourism, Arts, Culture and Sport

Describe how your event aligns with the selected strategies above (500-word maximum).

The Tlell Fall Fair is in Tlell is the Agricultural and Farming hub of the islands well known for tourism in the summer months. Like many agricultural fairs we have events, exhibits and local vendors of local items. This gives people a chance to showcase their Animals, garden produce, arts and crafts, quilting, photography, baking and flowers on Fair Day. We provide educational demonstrations and information on raising livestock and growing produce. This event promotes and demonstrates sustainable Agricultural here on Haida Gwaii. There is Food Vendors, Information Booths, Retail Vendors, Live Entertainment, A cooking competition " Seafood Wars" and games and event for children. The Fair brings together about 1100+ locals and visitors each year for a celebration of our Islands community and local sustainability, art and entertainment in a fun and family oriented way.

SECTION 3 – COMMUNITY IMPACT

6. Jobs & Volunteers

Provide an estimate of the total number of combined temporary, seasonal, casual, contract, part-time and regular full-time jobs supported by your event.	0
Provide an estimate of the total wages you paid or anticipate paying for staff at the event (\$).	0
Provide an estimate of the total number of volunteers engaged by your event.	75

7. How does your event support (250-word maximum):
a. community confidence in hosting visitors or public gatherings, and
b. wellbeing for participants or residents?

We provide educational demonstrations and information on raising livestock and growing produce. This event promotes and demonstrates sustainable Agricultural here on Haida Gwaii. As well the revenue from our fairs goes into maintenance and upgrades of the fairgrounds. The fairgrounds are also a location for weddings, birthdays, school outings, seniors gathering and festivals.

8. How does your event stimulate the local or regional economy, increase visitation to your community or region (particularly in non-peak seasons) and provide non-economic benefits for the community? (250-word maximum)

On fair day between \$19,000+ dollars are earned by local vendors as well as local musicians are paid to perform and operate the equipment. We also donate money to the local SPCA for running our admissions gate and Tlell Volunteer Fire Fighters for running out parking. As previously stated some of our revenue goes back into the fairgrounds for other community and private events.

9. Describe how your event actively promotes diversity, equity, inclusion and/or advances reconciliation with Indigenous partners. (250-word maximum)

Anyone and everyone is welcome at the fair. We work in coordination with the Council of the Haida Nation on all works we do at the Fairgrounds

SECTION 4 – BUDGET AND USE OF FUNDS

10. Funding request. Funding may be requested up to 20% of the total event budget, to a maximum of \$250,000.

\$ 4540

11. Use of funds: If grant funding is provided to your organization, please describe how you would use the funds. Please refer to the Program Guidelines for a listing of eligible use of funds.

We would use the funds for some or all of the following: No parking signage for the highway to eliminate parking dangers, Signage for Disabled Parking, Entertainers fees and our operating insurance.

12. Event Budget: Using the template provided, please attach a detailed event budget, providing the expected revenue, expenses, and all funding sources. The event budget must include total operating costs related to the event and should not include the requested BCFFE Fund amount. Include the event budget in the list of attachments in Section 5. Please note the event must have a minimum Operating Budget of \$10,000 (\$10,000 worth of expenses) to be eligible.





BC Fairs, Festivals and Events Recovery Fund (BCFFE Fund) – APPLICATION FORM

13. Is this event seeking and/or receiving other government funding? List all federal and provincial programs contributing funding, the amounts provided or requested, and whether funding is confirmed or pending

	Name of Program / Grant	Total amount of Funds Sought or Received	Pending/Confirmed
PROVINCIAL			
FEDERAL			

COVID-19 Impacts

14. Briefly describe how the COVID-19 pandemic has impacted your event financially and how the BCFFE Fund would allow your event to be successful. (250-word maximum)

The Tlell Fall Fair has been shutdown for two years (2020, 2021) due to covid and the local State of Emergency put in place by the Council of the Haida Nation. We were unable to make any revenue during this period but we still had to pay our monthly and annual expenses.

SECTION 5 – ATTACHMENTS

Please list the attachments to your application. Review the 'Required Documentation' on the website under 'How to apply' to ensure your application is complete

BCFFE Budget, Direct Deposit and Void Check

SECTION 6 – APPLICANT ATTESTATION

The Applicant Organization is advised that (a) information collected is subject to the *Freedom of Information and Protection of Privacy Act*, and (b) the *Income Tax Act*, (Canada) may apply to grant funds received by the Applicant Organization. The Applicant Organization is responsible for obtaining appropriate legal, accounting, and other professional advice with respect to any obligations under this or other legislation.

On behalf of Tlell Fall Fair Board, Douglas Mark Louis, President certify
(Organization Name) (Head of Organization Name and Title)

that the information contained in this application form is to the best of my knowledge, correct and complete.

Date:
October 1, 2021

Please complete form and submit as an editable PDF file. Do not print and scan the form. Scanned/static applications will not be accepted.

G-

Grants report

January to September
2021

OCTOBER 12

By Andrew Hudson, grant writer
Misty Isles Economic Development Society

 misty isles
economic development society

Highlights: New and upcoming grants

Business Facade Improvement Grants

Northern Development Initiative Trust (NDIT)

Up to \$20,000 in funding for one-time, 50% grants of up to \$5,000 per business

Oct. 31, 2022

- Local governments administer this \$20,000 annual grant program, which funds \$5,000, one-time, matching grants for qualifying local businesses
- Projects may include facades, siding, murals, signage, lighting, awnings, etc.
- Eligible costs: project labour, contractor fees, equipment rentals, materials/supplies, shipping, design or engineering fees, PST
- Ineligible costs: Roofs, landscaping, interior improvements, temporary fixtures such as benches, planters, patios, patio heaters, etc.
- Local governments must report on prior-year grant spending by Jan. 31 to receive funds

First Nation-Municipal Community Economic Development Initiative (CEDI) (new)

Council for the Advancement of Native Development Officers/FCM

Up to \$45,000 in CEDI funding was available for Phase II — successful applicants will be encouraged to apply for other grants as well

Oct. 22, 2021 (23:59 MT)

- Phase III will fund a total of eight long-term joint community economic development plans between neighbouring First Nations and municipalities (two in B.C.)
- Successful applicants will join the First Nation-Municipal Community Economic Development Initiative program for two (accelerated) or three years starting in December 2021; during that time, elected working group champions will meet at least three hours a month, staff working group champions will meet five hours a month, and both communities will provide administrative support; working group champions will host two workshops a year with elected officials and staff from both communities
- Applicants should be prepared to work on themes such as 1) Land-use planning 2) Infrastructure and service agreements and 3) Inclusive regional economic development and Indigenous procurement
- Eligible applicants include partnered First Nations and municipalities, or multiple partnerships (requires special application form)
- To be considered, applicants should have clear community economic development needs; leadership interested in inter-governmental relationship building and collaborative planning, with staff time and capacity
- Short-listed applicants will be interviewed between Nov. 2 and 12, 2021

NCRD COVID-19 Safe Restart Grant Funding

North Coast Regional District

Up to \$10,000

31 October 2021 (Extended)

- Funds projects that respond to the effects of COVID-19 on vulnerable populations (including operational costs)
- Eligible applicants include non-profit organizations that benefit NCRD residents that can demonstrate financial need (including year-to-date financial statements and revenue/expenditures budget) and provide details on other grant funding while complying with all NCRD or other local government policies, plans, bylaws and applicable regulations
- Ineligible costs include GST

150 Time Immemorial Grant Program

First Peoples' Cultural Council and Heritage BC

Details expected later this fall

- Funds projects that educate people about B.C.'s colonial history, advance reconciliation, and promote inclusivity and diversity
- Eligible applicants include local governments, non-profit organizations, and Indigenous communities

Active Transportation Fund

Infrastructure Canada

Up to \$50,000 in 100% funding for planning

Up to 60% funding for municipal/non-profit capital projects, 40% for provincial assets

Up to 100% funding for Indigenous capital projects

Launch date expected soon

- Funds design and capital projects of cycling, walking and other active transportation infrastructure
- Eligible applicants must be legal entities, including municipalities and regional districts, not-for-profit organizations, Indigenous governing bodies, band councils, Indigenous development corporations
- Design projects can include case studies, mapping, audits, surveys, education programs, policy development, feasibility studies, cost estimates
- Capital projects might include multi-use paths, sidewalks, footbridges, bike lanes, quality improvements that increase usage, storage facilities, lighting, greenery, shade benches, or safety features such as crosswalks, medians, speed bumps, wayfinding signs
- Apply online through the Infrastructure Canada portal

Canada Community-Building Fund (Community Works Fund)

Union of B.C. Municipalities

Allocations vary — not a competitive grant

Funding received twice per year

- The Canada Community-Building Fund has two streams relevant to Haida Gwaii: the Community Works Fund, and the Strategic Priorities Fund
- Community Works funding is allocated to all local governments twice a year
- As of September 2021, the Strategic Priorities Fund is not accepting applications
- Eligible project categories include local roads, bridges and active transportation; drinking water; wastewater; community energy systems; public transit; solid waste; recreation and sport infrastructure; cultural infrastructure; tourism infrastructure; disaster mitigation; broadband connectivity; brownfield redevelopment; regional and local airports; short-line rail; short-sea shipping; firehalls and fire stations (as of August 2021); and capacity building

Canada Greener Homes Grant (new)

Natural Resources Canada

Up to \$5,600 (\$5,000 for retrofits, \$600 for EnerGuide evaluation)

Ongoing

- Eligible projects include home insulation, air-sealing, thermostats, windows and doors, space and water heating, renewable energy, and resiliency measures (ex. Batteries, water- and moisture-proofing)
- Eligible applicants are owners of their primary residence (including a variety of housing types, including apartment buildings of up to three storeys with a footprint of less than 600m²) or Indigenous governments and organizations (including Indigenous-partnering organizations, such as housing management societies) who complete an EnerGuide evaluation before and after the retrofit
- All mechanical and electrical systems must be installed by a licensed professional
- Does not apply to new homes (built within past six months)

Community and Holiday Events Grant

Gwaii Trust Society

Up to \$16,000 per Gwaii Trust area, 100% funding

Open until Dec. 1 (Apply a month in advance of event)

- Funds public events and holiday celebrations (including Christmas)
- Apply at least three weeks before an event
- Non-profits can apply
- One application per year
- Apply online with an applicant, budget, support letter from local government, approval letter from Gwaii Trust director
- Quotes are not needed, unless requested by Gwaii Trust staff

Disaster Mitigation and Adaptation Fund

Infrastructure Canada

Up to 40% for municipalities, 50% for provinces for projects between \$1 and \$20 million

15 October 2021 (For large projects over \$20 million)

15 November 2021 (For small projects between \$1 million and \$20 million)

- Offers funding to design, plan and build projects that reduce the risk of current and future natural hazards, such as floods, wildfires and droughts
- Eligible applicants include provincial and local governments, Indigenous governments, partnering non-profits, and development corporations — applicant must own or will own the asset
- Locally owned ports and airports are eligible
- Acquiring land for a natural infrastructure project that mitigates against a natural hazard is eligible
- Wildland fire investments such as fire breaks are eligible
- Does not fund stand-alone studies, feasibility studies, hazard-risk assessments, or work on schools or hospitals

Emergency Operations Centres & Training

Union of B.C. Municipalities (UBCM)

Up to \$25,000 and 100% funding

25 February 2022

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

Emergency Support Services

Union of B.C. Municipalities (UBCM)

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

28 January 2022

- 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

9-1

Evacuation Route Planning

Union of B.C. Municipalities (UBCM)

Up to \$25,000 in 100% funding

19 November 2021

- Funds local governments and First Nations to identify physical routes that can safely evacuate communities during emergencies (includes estimating speed of local hazards, availability of warning systems, methods of evacuation)
- Plans must follow the B.C. Evacuation Operational Guide (2021)
- The grant cannot pay for capital costs such as road design, or actual evacuations
- Eligible costs include mapping, test exercises, amendments to existing plans, presentations as well as consultant fees, staff and public info costs
- Emergency Management BC scores applications in a technical review — higher scores go to applications that can show, among other things 1) evidence of local hazards, threat levels, and previous evacuations; 2) challenges to evacuation; 3) consideration of large-scale scenarios

United Way British Columbia Food Infrastructure Grant (new)

United Way BC and BC Ministry of Health

\$5,000 to \$20,000 for a single applicant

\$5,000 to \$30,000 for partnering applicants

15 December 2021 (11 a.m. PST, notice by Jan. 15, 2022)

- Funds local food infrastructure projects for rural, remote and Indigenous communities
- Eligible applicants include non-profits, charities, grassroots organizations, First Nations bands
- Two streams: 1) Food access (to buy, recover, transport or store fresh foods) 2) Food re-localization (to grow, harvest, forage, procure or process local and traditional foods)
- Ineligible costs include buying food for direct distribution, routine costs, planning, community engagement, community events where an organization is making profit, projects that require adherence to a specific faith, projects with political activities, research projects
- Projects ranked by community need, geographic distribution across B.C., Indigenous/remote/rural communities, outcome for vulnerable populations, food access/food re-localization objectives
- Projects must be done by March 31, 2022, final reporting due April 15, 2022
- United Way is aiming for a geographically balanced distribution of funds

Regional Community to Community Forum Program

Union of B.C. Municipalities (UBCM)

Up to \$5,000 and 100% of project cost

3 December 2021 (For events between Jan. 1 and March 31, 2022)

- Funds Regional C2C Forums, which aim to increase understanding and improve overall relations between First Nations and local governments.
- Forums are not limited to a pair of neighbouring communities — an all-islands forum that includes Haida and civic communities would be eligible.
- Eligible applicants can apply once per intake.
- Suggested topics include reconciliation, emergency management, service planning, economic development, community development, and infrastructure planning.

Tourism Relief Fund in Western Canada

Western Economic Diversification Canada

Up to \$500,000 (100% for non-profits)

Open intake until summer 2023 (Apply early)

- Funds projects by businesses, non-profits, municipalities, or Indigenous organizations that increase domestic or international tourism by 1) developing/enhancing an existing tourism experience or 2) destination development
- Eligible projects include new health protocols/infrastructure to keep businesses open; pivoting from international to domestic tourism; modernizing/greening/digitizing operations; local promotion campaigns, including digital and virtual reality experiences; boosting inclusiveness of existing tourism experiences; tourism development plans; support for expanded winter/shoulder seasons; new or improved infrastructure; tourism adaptation plans for visitor expectations post-COVID; helping industry partners to rebuild; animating downtown cores/main streets/business districts with activities, public art, mixed-use spaces; supporting market expansion projects for key businesses
- Eligible applicants must be 1) a key tourism supplier/operator/marketer/planner 2) part of a defined tourism cluster or a tourism-dependent community 3) provider of an anchor product or service in a tourism destination
- Priority projects will support Indigenous tourism, involve a business/organization of strategic importance to regional tourism, contribute to economic development, contribute new jobs, occur in a tourism-dependent community
- Except in rare cases, restaurants, retail stores, and hotel chains are ineligible
- Projects must finish by March 31, 2023
- Required measures include expected visitor numbers, projected revenue increase, domestic/international visitors in 2019, risk of closure, previous closures due to public health order

Recent grant applications

January to September 2021

Masset

Date	Applicant	Project	Funder	Program	Request \$	Awarded \$	Status
Jan 28	Village of Masset	Masset Recreation Centre Renovation (Phase 2)	Investing in Canada Infrastructure Program	COVID-19 Resilience Infrastructure Stream	638,400	-	Declined
Feb 1	Village of Masset	Village of Masset Summer Jobs 2021	Employment and Social Development Canada	Canada Summer Jobs	35,355	35,355	Approved
Feb 10	Village of Masset	Masset Main Street Vision and Action Plan	Northern Development Initiative Trust	Main Street Revitalization Planning	20,000	20,000	Approved
Feb 19	Masset Volunteer Fire Department	Exterior Operations Level Fire Fighter Training	Fire Chiefs Association of BC	Red Cross Community Resiliency Grant	1,700	1,700	Approved
Feb 28	Village of Masset	2021 Howard Phillips Community Hall Upgrade	Gwaii Trust Society	Major Contributions	62,056	44,496	Approved
Mar 1	Haida Gwaii Fitness Association	HGFA Equipment and Infrastructure Upgrade	Gwaii Trust Society	Major Contributions	28,406	28,406	Approved
June 1	Village of Masset	Haida Gwaii Food Security Coordinator	Plan H	Healthy Public Policy Grant	15,000	15,000	Approved

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June 25	Dixon Entrance Maritime Museum	Outdoor signs and website	Community Foundations Canada	Canada Healthy Communities Initiative	7,578		Pending
June 30	Village of Masset	Water Treatment Plant Safety Update	Gwaii Trust Society	Community Innovation	10,000	10,000	Approved
July 16	Village of Masset	Water Treatment Plant Safety Update	Ministry of Municipal Affairs	Infrastructure Planning Grant	10,000	10,000	Pending
Sept 3	Village of Masset	Masset Soup Kitchen Upgrade	Agriculture Canada	Local Food Infrastructure Fund	15,393	15,393	Pending
Totals as of Sept. 30					843,888	154,957	

Port Clements

Date	Applicant	Project	Funder	Program	Request \$	Awarded \$	Status
Jan 18	Village of Port Clements	Public Works Summer Employee	Employment and Social Development Canada	Canada Summer Jobs	8,160	8,160	Approved
June 25	Port Clements Historical Society	Outdoor Exhibits Pathways at Port Clements Museum	Community Foundations of Canada	Canada Healthy Communities Initiative	15,750		Pending
July 23	Village of Port Clements	Upgrade Port Clements Community Park	Western Economic Diversification Canada	Canada Community Revitalization Fund	101,205		Pending
Totals as of Sept. 30					125,115	8,160	

Queen Charlotte

Date	Applicant	Project	Funder	Program	Request \$	Awarded \$	Status
1 Mar	Village of Queen Charlotte	East and west tsunami sirens	Gwaii Trust Society	Major Contributions	74,532	-	Declined
9 Mar	Village of Queen Charlotte	Generator for Queen Charlotte Emergency Operations Centre	Community Foundations of Canada	Canada Healthy Communities Initiative	11,273	-	Declined
19 Mar	Village of Queen Charlotte	Generator for Queen Charlotte Emergency Operations Centre	Union of BC Municipalities	2021 Emergency Operation Centres & Training	25,000	25,000	Approved
April 1	The Queen Charlotte City	New office space at Queen Charlotte City	Gwaii Trust Society	Community Innovation	6,352	6,352	Approved

	Community Club	Community Club					
April 30	Village of Queen Charlotte	Queen Charlotte Youth Centre Operations 2021	Gwaii Trust Society	Youth Centred Communities	10,000	10,000	Approved
June 14	Village of Queen Charlotte	Generator for Queen Charlotte Emergency Operations Centre	Community Foundations of Canada	Canada Healthy Communities Initiative	11,273		Declined
June 30	Village of Queen Charlotte	Generator for Queen Charlotte Emergency Operations Centre	Gwaii Trust Society	Community Innovation	10,000	10,000	Approved
July 30	Village of Queen Charlotte	Skidegate Inlet Cycling, Walking Route	Ministry of Municipal Affairs and Housing	BC Active Transportation Infrastructure	213,633	213,633	Approved
Aug 13	Village of Queen Charlotte	Queen Charlotte Cemetery Upgrades	Northern Development Initiative Trust	Community Places	30,000		Declined
Sept 1	Village of Queen Charlotte	QCVFD Wellness Program	Gwaii Trust Society	Community Innovation	10,000	10,000	Approved
Sept 30	Village of Queen Charlotte	Queen Charlotte Youth Centre Staff Costs	Gwaii Trust Society	Youth Grant	10,000		Pending
Totals as of Sept. 30					412,063	274,985	

North Coast Regional District

Date	Applicant	Project	Funder	Program	Request \$	Awarded \$	Status
25 Jan	Secretariat of the Haida Nation	Mitigating Impacts of European Green Crab Invasion...	Fisheries and Oceans Canada	BC Salmon Restoration and Innovation Fund	831,895	831,895	Approved
Feb 15	Misty Isles Economic Development Society	Haida Gwaii Marine Debris Clean-up	Clean Coast, Clean Waters Initiative Fund	Shoreline clean-up	2,313,000	2,313,000	Approved
Feb 15	Misty Isles Economic Development Society	Haida Gwaii Derelict Vessels Removal	Clean Coast, Clean Waters Initiative Fund	Derelict vessel removal	317,935	-	Declined
Mar 1	Haida Gwaii Museum Society	Gyaa'Isdla / Give Away Party Book	Gwaii Trust Society	Major Contributions	25,000	-	Declined

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Mar 1	Sandspit Harbour Society	Sandspit Harbour Society Major Capital Planning Study	Gwaii Trust Society	Major Contributions	76,696	59,245	Approved
April 1	Sandspit Volunteer Fire Department Society	Road & Rope Rescue Training & Equipment	Gwaii Trust Society	Community Innovation	9,522	9,522	Approved
June 1	Archipelago Search and Rescue Society	Archipelago SAR Radio Equipment Project	Gwaii Trust Society	Community Innovation	10,000	10,000	Approved
June 17	Haida Gwaii Community Futures	Haida Gwaii Primary Care Paramedic Program	Ministry of Advanced Education and Skills Training	Community Workforce Response Grant	262,463	262,463	Approved
Totals as of Sept. 30					3,014,616	2,654,230	

Grants list

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

Questions?

Email info@hgwaii.ca or phone 250-626-9150.



The Village of
PORT CLEMENTS
"Gateway to the Wilderness"
REPORT TO COUNCIL

36 Cedar Avenue West
PO Box 198
Port Clements, BC
V0T1R0
OFFICE : 250-557-4295
Public Works : 250-557-4326
FAX : 250-557-4568
Email : office@portclements.ca
Web : www.portclements.ca

Author: Elizabeth Cumming, Deputy Clerk

Date: October 18, 2021

RE: Quarantine/Isolation Leave – Sick Leave Benefit - Draft Policy Amendment

BACKGROUND:

At the September 7th, 2021, Regular Council Meeting Council was presented with a review of the Employee Benefits policy, including the concept of a Quarantine/Isolation Leave benefit. Council directed staff to explore the logistics further, and this information was provided.

Council directed staff to bring back a draft Employee Benefits Policy amendment to increase the current sick leave benefit from six (6) days to ten (10) and present it to Council for review.

DISCUSSION:

With changing the sick leave benefit from six (6) to ten (10) days, this will account for potential quarantine/isolation requirements as directed by a medical professional. As the Sick Leave benefit is accessible for any type of illness, the full 10 days per year would be available to use for any illness/medical related reason as it is a catch-all benefit.

When it comes to the current sick leave benefit, after missing two (2) consecutive days due to illness the employee may be required to provide a medical note to account for the absence (previously this was reported that requiring the medical note after missing three (3) consecutive days, but the current policy identifies that it may be required after two (2) by the employee's supervisor). The decision to request a medical note is at the supervisor's discretion, but in practice supervisors have always required it for longer absences.

The Province of BC is currently doing public engagement for feedback on permanent paid sick leave entitlement for all workers. It appears that they are establishing a permanent paid sick leave entitlement in the Employment Standards Act effective January 1, 2022, with minimum days per year to be defined in regulation with the feedback defining that regulation. Potentially, new legislation could require that paid sick leave be ten (10) days (it appears the survey is looking at whether 3, 6 or 10 days should be required). As such, the Village would be potentially required to increase the sick leave benefit to ten (10) days in January anyway.

CONCLUSION:

Increasing the Sick Leave benefit from six (6) to ten (10) days may be beneficial to encourage/provide security to sick employees and deter possibility of non-compliance/bringing illness to the office, it may also be beneficial in terms of appeal for recruitment and retention purposes. It also may be mandatory for employers to provide up to 10 days of sick leave if the province sets it as the required number.

STRATEGIC

(Guiding Documents Relevancy – Village Policies)

Village policies identify how the Village operates, and in terms of benefit policies they outline what an employee is entitled to outside of employment agreements that may be in place. Such policies can be beneficial in terms of employee retention and recruitment, as they increase the appeal of staying in employment with the Village or in gaining employment with the Village.

FINANCIAL

(Corporate Budget Impact)

The actual cost to the Village is negligible between paid vs unpaid leave, and mostly potential cost savings lost rather than additional cost accrued.

ADMINISTRATIVE

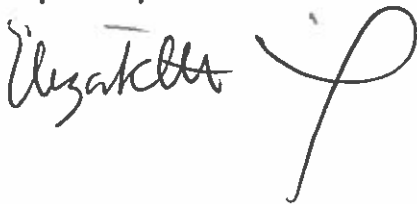
(Workload Impact and Consequence)

Administrative staff are involved in researching and updating policies, staff also enforce and implement policies. Increasing the sick leave benefit does not take a noticeable amount of time, as it is simply updating input information into the Muniware system.

Recommendation:

THAT Council amends the Employee Benefit Policy's Sick Leave Entitlement from six (6) to ten (10) days and adopts the draft policy amendment as presented.

Respectfully submitted:



CR

Village of Port Clements

Employee Benefits Policy

Policy No. 04, 2009

Prepared by Deputy Clerk/Treasurer Jasmine Erin Ryland

Amended by Kim Mushynsky - CAO

Adopted: September 8, 2009 by Mayor and Council

Amendment: March 18, 2013

Amendment: October 18, 2021

Last Reviewed: October 18, 2021

Next Review: September 2023

Replaces all prior Employee Benefits Policies

Policy Statement:

PREAMBLE:

The Village of Port Clements will provide the following benefits to permanent Administration and Public Works Department employees. Minimum hours are defined in each benefit (where there is no specification it shall be extended to all permanent employees).

DEFINITIONS:

"Immediate family" shall mean the spouse, child, parent, guardian, sibling, grandchild or grandparent of an employee, and any person who lives with an employee as a member of the employee's family as per the Employment Standards Act.

POLICY:

1. Health and Welfare

The Village will pay the percentage indicated of the monthly premium of the following benefit plans. Employee entitlement will be after three (3) months of employment, and will always be subject to the terms and conditions of the Plans and carrier requirements. The Village's liability is limited to arranging the Plans and paying the applicable premiums. The Village is not liable for any failure or refusal of coverage by a third party for any reason.

Employees who work a minimum of 24 hours per week are entitled to the following:

i.	Extended Health Plan:	100% Village
ii.	Dental Plan:	50% employee/50% Village
iii.	Short Term Disability	50% employee/50% Village
iv.	MSP/Elit if applicable	100% Village

Employees who work a minimum of 30 hours per week are entitled to the following:

v.	Group Life Insurance:	50% employee/50% Village
vi.	Accidental Death & Dismemberment	100%Village
vii.	Long Term Disability	100% Village

2. Superannuation Plan

The Village agrees to participate in the Pension (Municipal) Plan. The employee's entitlement to pension shall be in accordance with the Superannuation Plan, subject to the

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terms and conditions of the Plan. Regular fulltime employees with a minimum of 24 hours per week shall enroll at 6 months and must enroll at 1 year.

3. Sick Days

- a. An employee is not entitled to receive benefits under this section for injury or sickness while working for any other employer, while self-employed or while on layoff.
- b. Employees who work permanently in the Administration or Public Works Department shall be entitled to accrue 0.833 a day of sick leave for each month worked to a maximum of 10 days per calendar year. Unused sick time at December 31st will carry forward and not exceed 10 days at the beginning of each year.
- c. Unused sick time can not be redeemed for cash or used for other forms of time off.
- d. Eligible employees will be entitled to use the benefit only when they are sick. An employee shall be entitled to take up to 2 days pay without a Doctors note, beyond 2 days a Doctors note may have to be provided to the supervisor. Employees that are covered under weekly indemnity shall only be permitted to use three days consecutively.
- e. The terms and provisions of extended sick leave benefits shall be as regulated under British Columbia Life and Casualty insurance benefits should the employee qualify for these benefits.

4. Pregnancy/Parental Leave

- a. Employees shall be entitled to the full Pregnancy/Parental Leave coverage provided under section 50 in the Employment Standards Act.

5. Leave for Birth of Child

The partner shall be granted two (2) days off with pay for the birth of his/her child.

6. Leave for Adoption of Child

An employee shall be granted three (3) consecutive days off with pay for the adoption of his/her child. An employee shall also be entitled to the Parental Leave provisions of this Policy.

7. Bereavement & Compassionate Care Leave

An employee is entitled to up to 3 days of paid leave on the death of a member of the employee's immediate family.

8. Jury Duty/Witness Leave

Employees shall be entitled to Jury duty/Witness leave under sections 55 and 56 in the Employment Standards Act.

9. General Leave of Absence

Leave of absence, without pay, may be granted by a Department Head to an employee requesting such leave, for good and sufficient cause. Such leave request shall be in writing, and the Department Head's reply shall be in writing and state the conditions of the return to work. Continuation of benefits may be arranged and may include the employee paying the premiums, for leave exceeding one (1) month's duration.

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10. **Annual Vacation**

Each employee will be entitled to 4% vacation pay or 2 weeks vacation from 1 to 5 years and Officers and Management will be entitled to 6% vacation pay or 3 weeks vacation from 1 to 5 years. Increases will be of 2% after 5 years and continuing thereafter as per Part 7 under the Employment Standard Act. Employees are allowed to carry-forward a maximum of 5 days' vacation into the New Year. Vacation days are meant to be taken, not paid out, therefore all reasonable efforts will be made by Management and staff to see that no more than 5 days are left at year end. Part-time staff will be paid vacation pay per paycheque.

11. **Overtime**

An employee, other than management, is entitled to overtime as per under Part 4 in the Employment Standards Act.

12. **Other**

Length of probation, salary and other items not covered by this Policy shall be set by the Clerk/Treasurer, Public Works Superintendent and/or Council.

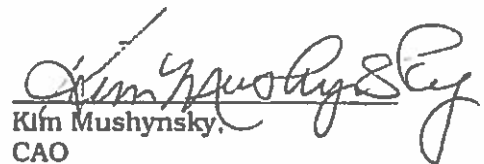
13. **Recognized Statutory Holidays**

The Village recognizes the following holidays as statutory holidays that are observed by the Village, with closure of the municipal office to the public, and for which employees receive statutory pay for:

New Year's Day, Family Day, Good Friday, Easter Monday, Victoria Day, Canada Day, British Columbia Day, Labour Day, National Day for Truth and Reconciliation, Thanksgiving Day, Remembrance Day, Christmas Day, and Boxing Day.



Wally Cheer,
Mayor



Kim Mushynsky,
CAO



The Village of
PORT CLEMENTS
"Gateway to the Wilderness"
REPORT TO COUNCIL

36 Cedar Avenue West
PO Box 198
Port Clements, BC
V0T1R0
OFFICE : 250-557-4295
Public Works : 250-557-4326
FAX : 250-557-4568
Email : office@portclements.ca
Web : www.portclements.ca

Author: Elizabeth Cumming, Deputy Clerk
Date: October 18, 2021
RE: Bylaw Repeal

BACKGROUND:

Staff noticed inconsistencies in the administrative list of bylaws identifying which were active and non-active. It is critical for this list to be accurate as it identifies which bylaws are in force that staff are expected to enforce in the Village and the Village operates under. Staff investigated and determined that it was necessary to review all the bylaws against the list of active/repealed bylaws to confirm that the list was accurate.

DISCUSSION:

It appears that maintaining an accurate list of which bylaws are active/repealed has been an administrative issue for several decades, with the discovery of inconsistencies as early as the 1980s (ex. one bylaw was found to have been repealed several times by passed bylaws over a period of 20 years from the 1980s – 2000s).

Through staff's review project it was discovered that the current administrative list of active/repealed bylaws was not accurate, with several bylaws listed as repealed when they had not been.

While this review project is still in progress, it is at the stage where staff have a list of bylaws that are known to need to be repealed.

In most cases these are bylaws that should have been repealed but were missed and conflict with later adopted bylaws as they cover the same subject area. In other cases, the bylaw needing repealing is an amending bylaw where the bylaw it amended had been repealed but it had not been included in the repeal; while the bylaw is not in force, it should still be repealed as a good housekeeping measure. In a few cases, the bylaw was intended to be repealed but had been done so incorrectly – by resolution rather than by bylaw. Repealing bylaws is an authority of Council that can only be utilized through passing bylaw.

1. Connection Charge By-law No. 3, 1964:

In the incorporation documents of the Village, it identifies that the bylaws of the municipality's precursor, the Port Clements Improvement District, are also the bylaws of the municipality.

This bylaw should have been repealed when subsequent bylaws pertaining to the same subject area were adopted, and it conflicts with current municipal bylaws on current connection charges.

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2. First Assessment By-law No.4, 1964:

In the incorporation documents of the Village, it identifies that the bylaws of the municipality's precursor, the Port Clements Improvement District, are also the bylaws of the municipality.

This bylaw should have been repealed when BC Assessments took over jurisdiction for assessment rolls in 1974 and created one centralized system.

3. Power Rate By-law No. 8, 1964:

In the incorporation documents of the Village, it identifies that the bylaws of the municipality's precursor, the Port Clements Improvement District, are also the bylaws of the municipality.

This bylaw should have been repealed when the subsequent Power Rate By-law No. 15, 1967 was adopted as it covers the same subject area and conflicts.

4. Power Rate By-law No. 15, 1967:

In the incorporation documents of the Village, it identifies that the bylaws of the municipality's precursor, the Port Clements Improvement District, are also the bylaws of the municipality.

As an improvement district, the municipality had electrical power generation infrastructure and provided and electrical service to the community. When they sold that infrastructure to BC Hydro and stopped providing electrical service, bylaws relating to that service should have been repealed.

5. Village of Port Clements Boat Harbour Regulations No. 44, 1977:

This bylaw should have been repealed when subsequent bylaws regulating the harbour was adopted. It conflicts with current harbour bylaws.

6. Village of Port Clements Sewerage Disposal System Regulation and Connection Fee By-law No. 76, 1982:

This bylaw should have been repealed when subsequent bylaws on the subject area were adopted, it also should have been repealed when the building bylaws were repealed given its references to that bylaw.

7. N.I.P Occupancy and Building Maintenance Standards By-law, No. 78, 1979:

This bylaw should have been repealed when the National Housing Act no longer required a bylaw by municipalities in place for this loan program, which potentially occurred in the 1990s.

8. Emergency Programme By-law No. 80, 1981:

This should have been repealed when subsequent bylaws on the subject area were adopted, and it conflicts with the current Village of Port Clements Emergency Management Commission Bylaw No. 408, 2013.

9. Water utility Frontage Tax Amendment By-law No. 99, 1981:

This should have been repealed when Water Utility Frontage By-law No. 87, 1980 was repealed as it amends that bylaw, but it was not.

10. Sewer Facility Frontage Tax Amendment By-law No. 100, 1981:

This should have been repealed when Sewer Facility Frontage Tax B-law No. 88, 1980 was repealed as it amends that bylaw, but it was not.

11. Water Utility Frontage Tax Amendment By-law No. 161, 1985:

This should have been repealed when Water Utility Frontage Tax By-law No. 87, 1980 was repealed as it amends that bylaw, but it was not.

12. Sewer Frontage Tax Amendment By-law No. 162, 1985:

This should have been repealed when Sewer Frontage Tax By-law No. 88, 1980 was repealed as it amends that bylaw, but it was not.

13. Official Community Plan Amendment By-law No. 163, 1985:

This should have been repealed when the Official Community Plan of Port Clements By-law No. 140, 1984 was repealed as it amends that bylaw, but it was not.

14. Sewer User Rates By-law No. 171, 1986:

This should have been repealed when subsequent sewer rates bylaws were adopted and needs to be repealed as it conflicts with the current Village of Port Clements Sewer Rates By-law No. 410, 2014.

15. Water Utility Frontage Tax Amendment By-law No. 172, 1986:

This should have been repealed when Water Utility Frontage Tax By-law No. 87, 1980 was repealed as it amends that bylaw, but it was not.

16. Zoning Amendment By-law No. 178, 1987:

This should have been repealed when The Village of Port Clements Zoning Bylaw No. 150, 1984 was repealed as it amends that bylaw, but it was not. While this bylaw was adopted, on the list of bylaws it was identified as a case where the bylaw number was not used, (had been skipped over), and no bylaw document is found in our records. However, on review of the minutes to confirm if it was a genuine case of a bylaw never existing and the number sequence going out of order, it was found that there was a bylaw by this name and number that was presented and adopted by Council.

17. Water Utility Frontage Tax Amendment By-law No. 179, 1987:

This should have been repealed when Water Utility Frontage Tax By-law No. 87, 1980 was repealed as it amends that bylaw, but it was not.

18. Village of Port Clements Official Community Plan Amendment By-law No. 215, 1990:

This should have been repealed when Official Community Plan of Port Clements By-law No. 140, 1984 was repealed as it amends that bylaw, but it was not.

19. Village of Port Clements Advance Poll Amendment By-law No. 217, 1990:

This should have been repealed when the Village of Port Clements Advance Poll By-law No. 38, 1976 was repealed as it amends that bylaw, but it was not.

20. Village of Port Clements Elections Procedure By-law No. 251, 1993:

This should have been repealed when subsequent election procedure bylaws were adopted and needs to be repealed as it conflicts with the current Elections and Asset Voting By-law No. 420, 2015.

21. Village of Port Clements Council Members Expenses By-law No. 256, 1994:

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This bylaw conflicts with the Village's Travel and Per Diem Expense Policy for Council and Staff (adopted in 2008) which covers the same subject area. Bylaw trumps policy, so if it is not repealed then the policy would need to be reviewed and amended or repealed. It would be better to repeal the bylaw, as the policy is more amenable to changes that may be relevant and frequently occurring such as with inflation and other considerations when it comes to expenses.

22. Village of Port Clements Council Members Expenses Amendment By-law No. 308, 2000:
This bylaw needs to be repealed when the Village of Port Clements Council Members Expenses By-law No. 256, 1994 is repealed as it amends that bylaw.
23. Port Clements Harbour Fee Setting By-law No. 320, 2002:
This should have been repealed when Port Clements Moorage and Fees Bylaw No. 409, 2014 was adopted (potentially should have been repealed with earlier bylaws) and needs to be repealed as it conflicts with it.
24. Village of Port Clements Water Rates By-law No. 339, 2004:
This should have been repealed when subsequent water rates bylaws were adopted and needs to be repealed as it conflicts with the current Village of Port Clements Water Rates By-law No. 411, 2014.
25. Village of Port Clements sewer Rates By-law No. 340, 2004:
This should have been repealed when subsequent sewer rates bylaws were adopted and needs to be repealed as it conflicts with the current Village of Port Clements Sewer Rates By-law No. 410, 2014.
26. Port Clements Economic Development Advisory Committee By-law No. 349, 2005:
This bylaw should have been repealed when the Vibrant Community Commission By-law No. 457, 2020 was adopted as the Commission collaborates on economic development activities within the Village. This is otherwise a defunct committee that was effectively replaced with the Port Clements Tourism Advisory Committee in 2008.
27. Building Permit Fees Schedule "A" Amendment By-law No. 357, 2007:
This bylaw should have been repealed when the Building Bylaw No. 37, 1976 was repealed as it amends that bylaw.
28. Building By-law No. 362, 2008:
At the September 17, 2018, Regular Council Meeting, Council was presented a report by CAO Ruby Decock identifying that due to changes in Provincial building code standards and enforcement requirements, the Village needed to rescind its building bylaw. Council passed a motion to rescind the bylaw as recommended. However, this was the incorrect process. A bylaw can only be repealed by bylaw, not by resolution. As such, the bylaw is not actually repealed. It needs to be as the Village does not have the requirements to enforce a building bylaw and is thereby exposed to severe liability risk.
29. A Bylaw to Amend the Village of Port Clements Official Community Plan By-law No. 379, 2010:
This bylaw should have been repealed when Official Community Plan for Port Clements By-law No. 140, 1984, was repealed as it amends that bylaw.

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CONCLUSION:

Council needs to repeal the bylaws. A repeal bylaw has been drafted for Council consideration and adoption.

STRATEGIC

(Guiding Documents Relevancy – Village Bylaws)

Municipal bylaws are the governing laws passed by Council to exercise their statutory authority to regulate the community in certain areas. They may be used for a variety of different purposes, such as regulating services, prohibiting activities, requiring certain actions or standards to be met. Bylaws are a fundamental aspect of municipal governance.

FINANCIAL

(Corporate Budget Impact)

Changes in bylaws can have direct or indirect financial impacts, depending on the bylaw.

ADMINISTRATIVE

(Workload Impact and Consequence)

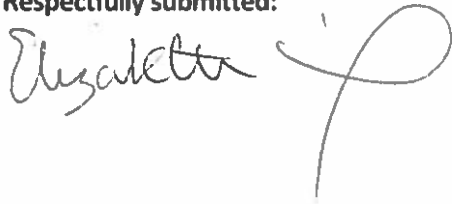
Administrative staff are involved in researching and updating bylaws, staff also enforce and implement bylaws.

RECOMMENDATION:

THAT Council does 1st & 2nd reading of Repeal Bylaw #466, 2021

THAT Council does 3rd reading of Repeal Bylaw #466, 2021

Respectfully submitted:



VILLAGE OF PORT CLEMENTS

Repeal Bylaw #466, 2021

A BYLAW TO REPEAL BYLAWS OF THE VILLAGE OF PORT CLEMENTS

WHEREAS the *Community Charter* gives Council the power to repeal bylaws by bylaw;

NOW THEREFORE the Council of the Village of Port Clements in open meeting assembled enacts as follows:

TITLE

This Bylaw may be cited as "Repeal Bylaw No. 466, 2021".

BODY

The following list of bylaws are now repealed:

1. Connection Charge By-law No. 3, 1964
2. First Assessment By-law No.4, 1964
3. Power Rate By-law No. 8, 1964
4. Power Rate By-law No. 15, 1967
5. Village of Port Clements Boat Harbour Regulations No. 44, 1977
6. Village of Port Clements Sewerage Disposal System Regulation and Connection Fee By-law No. 76, 1982
7. N.I.P Occupancy and Building Maintenance Standards By-law, No. 78, 1979
8. Emergency Programme By-law No. 80, 1981
9. Water utility Frontage Tax Amendment By-law No. 99, 1981
10. Sewer Facility Frontage Tax Amendment By-law No. 100, 1981
11. Water Utility Frontage Tax Amendment By-law No. 161, 1985
12. Sewer Frontage Tax Amendment By-law No. 162, 1985
13. Official Community Plan Amendment By-law No. 163, 1985
14. Sewer User Rates By-law No. 171, 1986
15. Water Utility Frontage Tax Amendment By-law No. 172, 1986
16. Zoning Amendment By-law No. 178, 1987
17. Water Utility Frontage Tax Amendment By-law No. 179, 1987
18. Village of Port Clements Official Community Plan Amendment By-law No. 215, 1990
19. Village of Port Clements Advance Poll Amendment By-law No. 217, 1990
20. Village of Port Clements Elections Procedure By-law No. 251, 1993
21. Village of Port Clements Council Members Expenses By-law No. 256, 1994
22. Village of Port Clements Council Members Expenses Amendment By-law No. 308, 2000
23. Port Clements Harbour Fee Setting By-law No. 320, 2002
24. Village of Port Clements Water Rates By-law No. 339, 2004
25. Village of Port Clements sewer Rates By-law No. 340, 2004

5-7

- 26. Port Clements Economic Development Advisory Committee By-law No. 349, 2005
- 27. Building Permit Fees Schedule "A" Amendment By-law No. 357, 2007
- 28. Building By-law No. 362, 2008
- 29. A Bylaw to Amend the Village of Port Clements Official Community Plan By-law No. 379, 2010

READ A FIRST TIME THIS ____ DAY OF _____, 2021

READ A SECOND TIME THIS ____ DAY OF _____, 2021

READ A THIRD TIME THIS ____ DAY OF _____, 2021

RECONSIDERED AND FINALLY ADOPTED THIS ____ DAY OF _____, 2021

Doug Daugert
MAYOR

Elsie Lemke
CHIEF ADMINISTRATIVE OFFICER

CERTIFIED A TRUE COPY OF VILLAGE OF
Repeal Bylaw No. 466, 2021

51-2

PORT CLEMENTS IMPROVEMENT DISTRICT

BY-LAW NO. 3

A by-law for providing for a charge to connect to the proposed works of the District.

The Trustees of Port Clements Improvement District
ENACT AS FOLLOWS:

1. That a connection charge as shown below is hereby fixed and made payable to the District by each and every owner or occupier of premises in respect to which an application is made to make a connection to any of the proposed electrical distribution lines of the District.
 - (a) For a house, apartment, or other self-contained residence - \$50.00.
 - (b) For a business enterprise, except those designated in (c) and (d) below - \$100.00.
 - (c) For a school and teacherage combined - \$150.00.
 - (d) For a Department of Highways Shop and Road Foreman's residence - \$150.00.
2. That the connection charge is payable at, or prior to, the time of application for the said connection.
3. That this by-law may be cited as the "Connection Charge By-law."

INTRODUCED and given a first reading by the Trustees
on the Fourth day of March 1964.

RECONSIDERED and finally passed by the Trustees
on the Ninth day of March 1964.

S. P. Newcombe
Chairman of the Trustees
A. S. Ward
Secretary of the Trustees

I hereby certify under the seal of Port Clements Improvement District that this is a true copy of By-law No. 3 of Port Clements Improvement District, passed by the Trustees on the 9th day of March, 1964.

A. S. Ward
Secretary of the Trustees

REGISTERED the 13th day of March, 1964

[Signature]
Comptroller of Water Rights

Ca-

PORT CLEMENTS IMPROVEMENT DISTRICT

BY-LAW NO. 4

A by-law to provide for making the first assessment roll and to determine the basis of assessment for the same.

The Trustees of Port Clements Improvement District
ENACT AS FOLLOWS:

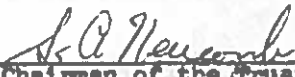
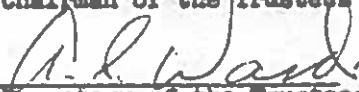
1. That MRS. JUDY MARTELL is appointed Assessor and Collector of the District.
2. That the said MRS. JUDY MARTELL is directed to make the first assessment roll of the District.
3. That the basis of assessment for said assessment roll shall be parcels of land.
4. The Assessor shall classify the parcels of land in the District into groups as follows:
Group "A" shall comprise each and every parcel of land having an area of 5,000 square feet or less to which electricity can be supplied from the works of the District.
Group "B" shall comprise each and every parcel of land having an area of 10,000 square feet or less but more than 5,000 square feet to which electricity can be supplied from the works of the District.
Group "C" shall comprise each and every parcel of land having an area of 15,000 square feet or less but more than 10,000 square feet to which electricity can be supplied from the works of the District.
Group "D" shall comprise each and every parcel of land having an area over 15,000 square feet to which electricity can be supplied from the works of the District.
Group "E" shall comprise all parcels of land not classified into Groups "A", "B", "C" or "D".
5. That the Assessor is directed to return the said assessment roll to the Trustees on or before the 1st day of JULY, 1964.

CR


This by-law shall be known as the "First Assessment By-law."

INTRODUCED and given a first reading by the Trustees
on the 8th day of JUNE, 1964.

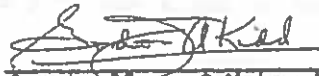
RECONSIDERED and passed by the Trustees on the
15th day of JUNE, 1964.


Chairman of the Trustees

Secretary of the Trustees

I hereby certify under the seal of Port Clements Improvement District that this is a true copy of By-law No. 4 of Port Clements Improvement District, passed by the Trustees on the 15th day of JUNE, 1964.


Secretary of the Trustees

REGISTERED the 29th day of June, 1964.


Comptroller of Water Rights.

CA

PORT CLEMENTS IMPROVEMENT DISTRICT

BY - LAW NO. 8

A by-law to provide rates for charges on electric power.

The Trustees of Port Clements Improvement District
ENACT AS FOLLOWS:-

1. That the Residential Rate is as follows:
\$20.00 minimum charge per month.
Rate per month - 10¢ for the first 200 kilowatt hours
4¢ for the next 500 kilowatt hours
3¢ for anything over 700 kilowatt hours.
2. That the Commercial Rate is as follows:
\$30.00 minimum charge per month.
Rate per month - 10¢ for the first 300 kilowatt hours
6¢ for the next 700 kilowatt hours
4¢ for the next 2000 kilowatt hours
6¢ for anything over 3000 kilowatt hours.
3. That the above rates are hereby fixed and made payable to the district.
4. That this by-law may be cited as the "Power Rate By-Law."
INTRODUCED and given a first reading by the Trustees
on the 5th day of October, 1964.
RECONSIDERED and finally passed by the Trustees
on the 16th day of October, 1964.

A. C. Musumbo
Chairman of the Trustees

A. Seward
Secretary of the Trustees

I hereby certify under the seal of Port Clements Improvement District that this is a true copy of By-Law No. 8 of Port Clements Improvement District, passed by the Trustees on the 16th day of October, 1964.

A. Seward
Secretary of the Trustees

REGISTERED the 2nd day of November, 1964.

W. A. Kead
Comptroller of Water Rights

9-3

PORT CLEMENTS IMPROVEMENT DISTRICT

BY - LAW NO. 15

A by - law amending bylaw No. 8 providing rates for charges
on electric power .

The Trustees of the Port Clements Improvement District
ENACT AS FOLLOWS:-

1. That the Residential Rate is as follows:
\$ 5.00 minimum charge per month.
Rate per month - 7¢ per kilowatt for the first 200 kilowatt hours
4¢ per kilowatt for the next 800 kilowatt hours
6¢ per kilowatt over 1000 kilowatt hours.
2. That the Commercial Rate is as follows:
\$ 10.00 minimum charge per month.
Rate per month - 7¢ per kilowatt for the first 300 kilowatt hours
6¢ per kilowatt for the next 700 kilowatt hours
4¢ per kilowatt for the next 2000 kilowatt hours
5¢ per kilowatt for the next 4000 kilowatt hours
6¢ per kilowatt over 7000 kilowatt hours.
3. That the above rates are hereby fixed and made payable to the district.
4. That this by - law may be cited as the "Power Rate By-Law."

Introduced and given a first reading by the Trustees
on the 22nd day of November , 1967.

Reconsidered and finally passed by the Trustees
on the 17th day of December , 1967.

L. A. Newcomb
Chairman of the Trustees

Robert D. Hale
Secretary of the Trustees

I hereby certify under the seal of Port Clements Improvement District
that this is a true copy of By-Law 15 of Port Clements Improvement District,
passed by the trustees on the 17th day of December , 1967.

Robert D. Hale
Secretary of the Trustees

REGISTERED the 13th day of February _____ 1968.

W. B. S.
Comptroller of Water Rights

9-3

VILLAGE OF PORT CLEMENTS

BY-LAW NO. 44

A By-law to establish the Administration
of the Wharf and Floats in the Port Clements
Boat Harbour.

WHEREAS, the Council of the Village of Port Clements is empowered under Section 518 (1), (2), and (3) of the "Municipal Act" to construct or acquire, by purchase, lease, or otherwise, wharves, docks, warehouses, and slips, and may regulate the use of same or any part thereof and provide for the use thereof upon such terms and conditions as may be prescribed.

NOW THEREFORE, the Council of the Village of Port Clements in open meeting assembled enacts as follows:

1. That the Council of the Village of Port Clements be and is hereby empowered to lease from the Ministry of Environment the Port Clements Fishermen's Wharf as provided in the lease agreement attached to and forming part of this by-law, as Schedule "A" thereof.
2. That the said lease shall be signed on behalf of the Village of Port Clements by the Mayor and Municipal Clerk and the Corporate Seal affixed thereto.
3. The Municipal Council is hereby empowered to establish the following rates and regulations for the operation of the wharf and floats in the said Port Clements Boat Harbour.
4. That the rates and regulations as provided and set out in the "Government Harbours and Piers Act" January 23, 1964, under Order in Council P.C. 1964-104, as amended, and any amendments thereto, shall apply to all vessels using the said wharf and floats.
5. A copy of the said rates is hereby attached and marked "Schedule B".
6. Any person or persons mooring vessels at the Port Clements Fishermen's Wharf are required to sign a mooring contract, a copy of which is attached as "Schedule C".
7. The Municipal Council may pay out such monies as may be requisite for any expenses involved in the operation of the aforesaid wharf and floats.
8. The Municipal Council may by resolution and is hereby empowered to:
 - (a) Employ such person or persons as may be necessary for the supervision of the said wharf and floats, and to fix the rate of remuneration such person or persons shall receive.
 - (b) Make any other regulations necessary for the safe and efficient operation of the said wharf and floats.
9. The Village Council deems it expedient to set forth the following regulations:
 - (a) It shall be unlawful for any person or persons to berth any vessel in front of that section of the floats or wharfhead marked "Loading Zone" except for the purpose of loading and unloading, and such vessel shall not be left unattended in the said "Loading Zone".

G-3

- (b) The Municipal Council or its representatives are hereby empowered to move or direct to be moved any vessel or vessels from one location at the wharf or floats to another location at the said wharf or floats whenever it is deemed necessary.
 - (c) It shall be unlawful for any person or persons to leave any gear, small boats or other material on the floats; so as to constitute interference with the floats as a thoroughfare to other users in the interest of public safety.
 - (d) It shall be unlawful for the owner of any vessels to moor the same at any float unless the said vessel has conspicuously displayed upon it a name, registration number or license number as required by the regulations of the Ministry of Transport.
 - (e) The Municipal Council or its representatives may allot berths to vessels at the wharf and floats in order of first come first served in accordance with subsection (f).
 - (f) The Municipal Council or its representatives may at any time require a non-commercial vessel to leave its position at the floats in order to accommodate a licensed and operating commercial fishing vessel.
 - (g) The Municipal Council or its representatives shall determine the length of the vessel and if the vessel is registered the length shall be the registered length, and such determination shall be conclusive.
 - (h) If, in the opinion of the Municipal Council or its representatives any vessels, gear, or material beached on the beach or abandoned on or berthed at the floats or wharfhead, are considered to be abandoned or derelict, the Municipal Council or its representatives may order the owners to remove such vessels, gear or materials, and if, after advertising by a Notice in a local newspaper and posting a copy of such Notice at the Boat Harbour, such vessels, gear or materials have not been removed by the owner or owners thereof within thirty (30) days of the date of such notice, then such vessels, gear and or materials may be disposed of by the Municipal Council or its representatives as they see fit.
 - (j) No child under twelve years shall be allowed on the Port Clements wharfs or floats unless accompanied by a adult or wearing an approved life preserver.
10. Every vessel while occupying a berth or while fast to or tied up along side any other vessel occupying a berth at the Port Clements Boat Harbour, all goods handled, brought to or placed in or on the Boat Harbour, shall be entirely at the owner's risk.
11. It shall be unlawful for any person or persons to berth a derelict hull, piledriver, scow, log float, log or logs, barge, aircraft, houseboat or boathouse at the Port Clements Fishermen's Wharf.
12. It shall be unlawful for any person or persons to connect to any outlet, an extension cord of less than #14 wire-3 wire grounded cord.
13. It shall be unlawful for any person or persons to attach lines to lamp standards or to any fire line outlet.

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- 14. It shall be unlawful for any person or persons to pump engine room bilge into the waters of the Port Clements Boat Harbour.
- 15. It shall be unlawful for any person or persons to dispose of garbage at the Port Clements Fishermen's Wharf except in containers provided.
- 16. It shall be unlawful for any person or persons to park or leave standing any vehicle, except for the purpose of loading or unloading, on the approach to or on the wharf-head.
- 17. Any charge levied against any vessel under this By-law of the Village of Port Clements shall be recoverable by action taken against the owner in any competent Court having jurisdiction.
- 18. Every person who violates any of the provisions of this By-law, or who suffers or permits any act or thing to be done in contravention or in violation of any of the provisions of this By-law, or who neglects to do, or refrains from doing anything required to be done by any of the provisions of this By-law, shall be liable on summary conviction, to a fine not exceeding Five Hundred (\$500.00) Dollars in addition to cost and in default of payment to imprisonment for not more than thirty (30) days.
- 20. This by-law may be cited as "Village of Port Clements Boat Harbour Regulations By-law No.44,1977".

READ A FIRST TIME THIS 21st day of March, 1977.

READ A SECOND TIME THIS 21st day of March, 1977.

READ A THIRD TIME THIS 25th day of April, 1977.

RECONSIDERED AND ADOPTED THIS 29th day of September 1977.

I hereby certify the foregoing to be a true and correct copy of "Village of Port Clements Boat Harbour Regulations By-law No. 44, 1977" as adopted on the 29th day of September, 1977.

[Signature]
MAYOR

[Signature]
CLERK

[Signature]
CLERK

A true copy of By-Law No. 44 registered in the office of the Inspector of Municipalities this 7th day of October 1977.
[Signature]
Deputy Inspector of Municipalities

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VILLAGE OF PORT CLEMENTS

BY-LAW NO. 76

A By-Law to provide for the regulation of the Sewerage System and to establish a Connection fee for the Village of Port Clements Sewerage System.

WHEREAS a Sewage Disposal System has been established in the Municipality;

AND WHEREAS it is deemed to be in the general interest of the Municipality to ensure that property owners with access to the Sewerage Disposal System discharge their sewage into such system;

NOW THEREFORE the Council of the Village of Port Clements in open meeting assembled as follows:

1. In this By-Law unless the context otherwise requires the following words shall have the meanings hereinafter assigned to them:
 - a) "Building" or "Structure" shall mean and include any building or structure used wholly or in part for human habitation, or in which human beings are employed in respect of any trade, professions, business or calling, or where human beings meet or congregate.
 - b) "Building and Plumbing Inspector" shall mean and include the building and plumbing inspector of the Village of Port Clements or his deputy.
 - c) "Village" shall mean and include the Village of Port Clements.
 - d) "Council" shall mean and include the Municipal Council of the Village of Port Clements.
 - e) "Engineer" shall mean and include the Engineer of the Village of Port Clements.
 - f) "Owner" shall mean and include the registered owner of an estate in fee simple or the holder of a registered agreement for sale.
 - g) "System" shall mean the sewage disposal system.
2. Every owner of a building or structure shall make application for a sewer connection and shall connect such building or structure to the system in accordance with the provisions of this By-Law.
3. With the exception of lots designated as Rural Zone, no building permit shall be issued for a building or structure that will contain plumbing fixtures unless a sewer connection has been provided to the lots on which the building or structure is to be constructed.
4. The owner of property to which a sewer connection is made shall, before the said sewer connection is covered in or put into use, have the connection inspected by the Building Inspector. The Building and Plumbing Inspector shall be given at least two days notice in advance of required inspection.
5. The Engineer shall determine the diameter of connections and the number of connections required to adequately serve a multiple family dwelling, apartment, hotel, auto court, boarding house, lodging house, restaurant, or any building or structure and the owners or owner shall pay for such inspection or inspections in accordance with the fees set out in this By-Law.
6. In the event any owner of land or real property fails to make necessary connections under this By-Law the Village may after seven days notice served by registered mail to the owner as shown in the last authenticated real property assessment roll by its workmen and others enter and effect such connections at the expense of the owner and if the charges for this service remain unpaid on December 31st in any year the same shall be added to and form part of the taxes payable in respect of the said land or real property as taxes in arrears.

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7. Any owner or owners who violates any of the provisions of this By-Law or who suffers or permits any act or thing to be done in contravention or violation of the provisions of this By-Law, or neglects to do or refrains from doing anything required to be done by any of the provisions of this By-Law shall be liable to a fine not exceeding Five Hundred Dollars (\$500.00).

8. Sewer Connection charges shall be set out in Schedule "A" herein.

9. This By-Law may be cited and known as the "Village of Port Clements Sewerage Disposal System Regulation and Connection Fee By-Law No.76.

READ A FIRST TIME THIS 8TH. DAY OF FEBRUARY 1982.

READ A SECOND TIME THIS 8TH. DAY OF FEBRUARY 1982.

READ A THIRD TIME THIS 8TH DAY OF FEBRUARY 1982.

RECONSIDERED AND ADOPTED THIS 15th DAY OF FEBRUARY 1982.

I hereby certify the above to be a true copy of By-Law No. 76 being "Village of Port Clements Sewerage Disposal System Regulation and Connection Fee By-Law No. 76, 1982."

B E Bannell
CLERK

B. J. Johnson
MAYOR

B E Bannell
CLERK

A true copy of By-Law No. 76 registered in the office of the Inspector of Municipalities this 2nd day of March 1982.

[Signature]
Deputy Inspector of Municipalities

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VILLAGE OF PORT CLEMENTS

SCHEDULE "A"

SEWER CONNECTION FEES

Single Family Dwelling	\$15.00
Duplex	\$30.00
Triplex	\$45.00
<u>Apartment, Motels and Hotels</u>	
Each of the first three units	\$15.00
Each additional unit thereafter	\$ 5.00
<u>Shopping Centres, Office Block</u>	
Each store or unit	\$15.00
Individual Stores (maximum floor area of 2000 square feet) Garages Gasoline Stations, Restaurants, Offices (maximum floor area of 1000 square feet).	\$15.00

VILLAGE OF FORT CLEMENTS

BY-LAW NO. ~~534~~ 78

N.I.P. Occupancy & Building Maintenance Standards By-Law

Minimum maintenance and occupancy standards of properties located within areas selected for purposes of Neighbourhood Improvement and Residential Rehabilitation Assistance Programmes.

WHEREAS Central Mortgage and Housing Corporation has initiated a programme to provide financial assistance by means of contribution and loans for the purpose of improving the amenities of neighbourhoods and the housing and living conditions of the residents of such neighbourhoods under the Neighbourhood Improvement Programme and Rehabilitation and Conversion of Existing Residential Buildings, Parts III.I and IV.I of the National Housing Act respectively;

AND WHEREAS it is a requirement of the said Act that before an application will be approved or a loan made by the Corporation under Parts III.I and IV.I of the Act the municipality must adopt a By-Law in the form presented by Central Mortgage and Housing Corporation;

AND WHEREAS to avail itself of such programme the Council has agreed to pass such By-Law;

AND WHEREAS the Building Regulations of British Columbia applies to all Municipalities and Regional Districts in the Province of British Columbia under authority of Section 719A of the Municipal Act;

VILLAGE OF FORT CLEMENTS

NOW THEREFORE the Council of the ~~Town of Smithers~~ ^{Village of Fort Clements} under authority of Sections 234, 715, 719, 872 and 873 of the Municipal Act, in open meeting assembled enacts as follows:

1. That without restricting any other By-Law or statutory regulation the attached "Neighbourhood Improvement Programme Occupancy and Building Maintenance Standards" (hereinafter referred to as the Standards) are hereby adopted and form part of this By-Law as Schedule "A" hereto and shall be applied only in respect to the area designated under the Neighbourhood Improvement Programme and Rehabilitation and Conversion of Existing Residential Buildings, Parts III.I and IV.I, of the National Housing Act respectively;
2. The owner or occupier of any property to which this By-Law applies shall cause such property to conform to the Standards set forth in Schedule "A".
3. Wherever, in the opinion of the Council, work is required to be done to bring any property to which this By-Law applies in conformity to the Standards and in case of default by the owner or occupier of the said property to have such work done within a period of time specified in a notice from Council, Council may authorize its workmen or others to enter upon the real property and carry out such work at the expense of the owner or occupier of the real property, and any charges so incurred (including all expenses incidental thereto) if unpaid on the thirty-first day of December in any year, shall be added to and form part of the taxes payable in respect of the land or real property as taxes in arrears.
4. The owner or occupier of any property to which this By-Law applies shall permit reasonable access by the Building Inspector or other official of the ~~Town of Smithers~~ ^{Village of Fort Clements} to the premises for the purpose of determining whether the requirements of this By-Law are being fulfilled.
5. Any person guilty of an infraction of this By-Law shall be liable on summary conviction to a penalty not exceeding Ten Dollars (\$10.00) together with the costs of conviction, and a further penalty not exceeding the same amount for every day, or portion of a day, during which contravention shall continue.
6. This By-Law may be cited as the "N.I.P. Occupancy and Building Maintenance Standards By-Law No. ~~534~~ 78, 1979, and comes into force on the date the By-Law is reconsidered and adopted. 78


READ A FIRST TIME THIS ~~28~~ day of February, 1978:

READ A SECOND TIME THIS ~~28~~ day of February, 1978:

READ A THIRD TIME THIS ~~28~~ day of February, 1978:

RECONSIDERED, ⁵ ADOPTED and SEALED THIS ^{this} 14th ^{day} of ⁰⁶ March, 1979


Mayor


Clerk

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VILLAGE OF PORT JERMENTS
~~TOWN OF SPITHEADS~~

Schedule "A" to By-Law No. 534-78

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- 2.3 Enclosed Spaces Access: Access and Venting
- 2.4 Exterior Walls
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- 2.7 Interior Walls and Ceilings
- 2.8 Windows
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- 4.2 Fire protection

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PART 1 - MAINTENANCE OF YARDS AND ACCESSORY BUILDINGS

1.1 WALKS, DRIVEWAYS, STEPS, ETC.

- (a) There shall be a surface (gravel or approved surface) walk leading from every dwelling unit to the street or to a surfaced driveway that connects to the street.
- (b) Steps, walks, driveways, parking spaces and similar areas of a yard shall be maintained to afford safe passage under normal use and conditions.

1.2 FENCES

Fences, barriers and retaining walls shall be kept in good repair. All fence heights shall be in accordance to the standards of the Municipality.

1.3 ACCESSORY BUILDINGS

Accessory buildings shall be kept in good repair and free from hazards which may affect health or cause fires or accidents.

1.4 GARBAGE DISPOSAL

All garbage, rubbish and other debris from a dwelling shall be promptly stored in receptacles acceptable to the Municipality and made available for removal in accordance with the Municipal regulations.

1.5 GARAGES, CARPORTS, PARKING AREAS

Arrangements for car parking shall be made in conformity with Municipal requirements.

PART 2 - MAINTENANCE OF DWELLING UNITS

2.1 PEST PREVENTION

A dwelling unit shall be kept free of rodents, vermin, and insects at all times and the appropriate extermination measures shall be taken as necessary.

2.2 DAMPNESS

The interior floors, ceilings and walls where practical, shall be kept free from dampness arising from entrance of moisture through an exterior wall or roof, or through a cellar, basement or crawl space floor.

2.3 ENCLOSED SPACE ACCESS: ACCESS AND VENTING

An access of at least one foot eight inches (1'8") by two feet four inches (2'4") shall be provided, when required, to attics, crawl spaces and other enclosed spaces. Where mechanical equipment is enclosed, the access opening shall be sufficiently large to permit the removal and replacement of equipment.

2.4 EXTERIOR WALLS

Exterior walls shall be maintained to prevent their deterioration due to the weather or insects. All exterior walls shall have an acceptable cladding or covering, free from holes, cracks, or excessively worn surfaces, to prevent the entry of moisture into the structure and to provide reasonable durability.

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2.5 ROOFS

A roof including a fascia board, soffit, cornice and flashing shall be maintained in a watertight condition so as to prevent leakage of water into the dwelling.

2.6 FLOORS

Every floor shall be reasonably level, smooth and maintained in good condition.

2.7 INTERIOR WALLS AND CEILINGS

Every wall and ceiling finish shall be maintained in a clean condition free from holes, loose coverings or other defects which may increase the spread of fire. Where fire resistant walls exist between separate dwelling units, they shall be maintained in a condition which retains their fire resistant quality.

2.8 WINDOWS

All broken windows shall be replaced and existing windows and frames shall be maintained in a sound condition to provide adequate light and ventilation as required by the Municipality.

2.9 DOORS

Existing doors and frames shall be in a sound condition and operate satisfactorily.

2.10 FIREPLACES, FUEL BURNING EQUIPMENT, CHIMNEYS, ETC.

All fireplaces, fuel burning equipment, chimneys, etc. shall be maintained in a safe, efficient condition.

2.11 PORCHES AND STAIRS, ETC.

All porches, balconies, landings, stairs and ancillary balustrades or handrails shall be maintained free from defects which constitute a safety hazard.

2.12 EGRESS

The means of egress shall be in accordance with the British Columbia Building Code.

PART 3 - STANDARDS OF FITNESS FOR OCCUPANCY

3.1 PLUMBING

All plumbing, pipes, fixtures, etc. shall be in sound condition and with proper care serviceable for the expected useful life of the building. All water pipes and appurtenances thereto shall be protected from freezing.

The plumbing system shall provide satisfactory hot and cold water supply, drainage, venting and operation of fixtures.

3.2 TOILET, KITCHEN AND BATHROOM FACILITIES

(a) Every self-contained dwelling unit shall be provided with at least one kitchen sink, water closet, wash basin, and bathtub or shower, connected to a piped water supply and an acceptable means of sewage disposal.

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- 3.2 (b) Where a toilet, kitchen or bathroom is shared by the occupants of residential accommodation other than self-contained dwelling units, an entrance shall be provided from a common passageway, hallway, corridor or other common space. The number of toilets, kitchens or bathrooms required shall be related to the number of occupants sharing the facility in accordance with the Municipal By-Laws.

3.3 BATHROOMS AND TOILET ROOMS

Each dwelling unit shall provide space for a bathroom including toilet facilities. All bathrooms and toilet rooms shall be located within and accessible from within the building and shall be fully enclosed. Where practicable, a wash basin shall be located in the same room as the water closet.

3.4 KITCHENS

Every self-contained dwelling unit shall contain a kitchen area equipped with a sink, served with hot and cold running water, storage facilities and a counter top work area. Space shall be provided for a stove and a refrigerator.

3.5 LAUNDRY

An interior space for laundry and drying facilities should be provided.

3.6 HEATING SYSTEMS

All residential accommodation shall be equipped with suitable heating facilities capable of maintaining an acceptable indoor temperature.

3.7 ELECTRICAL SERVICES

Newly installed electrical facilities complying with the requirements of the British Columbia Electrical Code shall be provided for all residential accommodation.

Existing wiring and electrical equipment shall be in good, serviceable and safe condition.

3.8 LIGHT AND VENTILATION

The standard of lighting and ventilation should be as required by the Building Regulations of British Columbia.

All public halls and stairways in buildings containing two or more dwelling units shall be illuminated so as to provide safe passage in accordance with Municipal requirements.

3.9 MINIMUM ROOM AND SPACE DIMENSIONS

Areas, dimensions and heights of rooms and other space within existing dwelling units shall be as required by the Building Regulations of British Columbia.

3.10 CLOSETS

Space should be provided for clothes and linen storage. Provision of coat hooks and shelving may be deemed acceptable.

3.11 GENERAL STORAGE

General storage facilities should be provided within the building.

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3.11 Cont'd

For residential accommodation other than self-contained dwelling units, storage facilities may be in the form of communal general storage.

3.12 GARBAGE AND REFUSE STORAGE ROOMS AND CHUTES

Where garbage and refuse storage rooms and chutes are provided they shall be in conformity with the Building Regulations of British Columbia and maintained in a clean and sanitary condition.

PART 4 - GENERAL

4.1 SHARED FACILITIES

Where a building contains more than one dwelling unit and heating, storage, refuse disposal and/or other facilities are shared, the design and construction of such shared facilities should be as required by the Building Regulations of British Columbia.


4.2 FIRE PROTECTION

A high degree of safety to life and the protection of property may be achieved by the separation of dwelling units or rooms occupied separately and the use of materials which retard the spread of fire and prevent the passage of flame, smoke and hot gases through open or concealed spaces within the building, and by providing exits which will permit persons to leave the building with safety. The provisions of the Building Regulations of British Columbia will be observed. The Municipality may require certification from the local Chief Fire Prevention Officer that fire separations are acceptable.

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VILLAGE OF PORT CLEMENTS
PROVINCE OF BRITISH COLUMBIA
EMERGENCY PROGRAMME BY-LAW NO. 80

A true copy of By-Law No. 80
registered in the office of the Inspector
of Municipalities this 15th day of
May 1981.


Deputy Inspector of Municipalities

The Municipal Council of the Village of Port Clements considers it provident and necessary to establish an Emergency Programme By-law for the purpose of preparing in advance to limit the injurious and adverse effects of emergencies if and when they occur.

The Council also considers it provident and necessary that an Emergency Programme Guide be prepared by existing municipal department and supporting agencies to meet any emergency that may occur within the Village of Port Clements.

Therefore the Council of the Village of Port Clements in open meeting enacts as follows:

"That this By-law be cited for all purposes as the Emergency Programme By-law No. 80".

SECTION 1

The object of this By-law is to ensure the continuity of the government of the Village of Port Clements during emergencies. This includes the maintenance of law and order, the saving of life, the protection of the health and welfare of the citizens present in the Village of Port Clements and the preservation of property.

SECTION 2

Authority is vested in the Mayor and Council to act promptly and effectively to meet and deal with any emergency, and to put into action the Emergency Programme Guide for the Village of Port Clements.

SECTION 3

Salaries, honoraria, accounting, budgeting, auditing, personnel, administration, contracting and administrative procedures of the Emergency Programme Organization of the Village of Port Clements shall be in accordance with existing By-laws, regulations and resolutions of the Village of Port Clements.

SECTION 4

There shall be an Emergency Programme Committee consisting of the Mayor and two Aldermen. The chairman of the Executive Committee shall be the Mayor or, in his absence, the Acting Mayor. The Committee will appoint a Recording Secretary.

SECTION 5

Subject to the approval of the Council, the Executive Committee may:

- (a) Negotiate agreements with other Municipalities and Regional Districts for the purpose of mutual aid or for the formation of joint organizations with Federal or Provincial governments.
- (b) Enter into agreement with agencies other than government for the employment of their members within the Emergency Programme according to their qualifications.

SECTION 6

The Executive Committee will, with the agreement of the Regional Director, Provincial Emergency Programme, be responsible for:

- (a) By agreement with the Village of Masset, the appointment, and/or rescinding the appointment, of an Emergency Programme Area Co-ordinator.
- (b) The organization and maintenance of an Emergency Planning Committee comprising of the heads of Municipal Departments and supporting agencies together with any other persons deemed necessary by the Executive Committee.
- (c) The review of all Emergency Programme Guides, training programmes and expenditures relating to the Emergency Programme for the Village of Port Clements.
- (d) Submission to Council, not less than semi-annually, a progress report on Emergency Programme activities.

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- (e) Submission of estimates of expenditures to Council for the cost of maintenance and operation of the Emergency Programme organization for each current year.
- (f) Recommending to Council and expenditure of municipal funds for equipment and operations in preparation for or during an emergency.
- (g) Submission to Council of the Emergency Programme Guide and all amendments thereto for approval.
- (h) Ensuring that a list of names of ex-Mayors and ex-Aldermen resident in the municipality is maintained as a line of succession and that this list is kept current.

SECTION 7

The Executive Committee shall, by agreement with the Village of Masset and the Regional Director, Provincial Emergency Programme, appoint or rescind the appointment of a municipal or Area Emergency Programme Co-ordinator. The Co-ordinator shall:

- (a) Advise the Mayor and Council on all matter relating to Emergency Programmes.
- (b) Co-ordinate the Emergency Programme Guides prepared by the municipal departments, emergency services and supporting agencies.
- (c) Advise and assist department heads and emergency services in all matters relating to planning, organization and training.
- (d) Prepare annual budgets and estimates of expenditures for submission to the Executive Committee for the operation and maintenance of the Emergency Programme organization.
- (e) Formulate and conduct a training programme and carry out such studies and exercises as are required to keep the Emergency Programme organization in a tested state of readiness.
- (f) Select suitable candidates for applicable Federal, Provincial and Municipal Training Courses.
- (g) Prepare and carry out a continuing programme of public information so that the population comprising the Village of Port Clements is informed of the emergency measures that they should take or are being taken on their behalf.
- (h) Advise the Executive Committee on all matters relating to the economy and effectiveness of the Emergency Programme.
- (i) Develop emergency services and guides in those areas of the Emergency Programme which are not normally the responsibility of existing municipal services.
- (j) Provide advice to persons and private organization on all matters relating to Emergency Programmes.

SECTION 8

There will be an Emergency Programme Planning Committee organized as follows:

- (a) The Municipal or Area Emergency Programme Co-ordinator shall be the Chairman of the Planning Committee and will delegate an alternate to act in his absence.
- (b) All heads of municipal departments, municipal services and supporting agencies will be members of the Planning Committee.
- (c) Emergency Programme Guides will clearly outline the responsibilities and actions of each service to meet emergencies.
- (d) The chairman of the Planning Committee will advise and assist heads of department and emergency services in the preparation of their guides and will co-ordinate by guides.
- (e) Each departmental and emergency service shall carry out such measures and actions as are required to meet their responsibilities during an emergency.

READ A FIRST TIME THIS 27th DAY OF April, 1961.
 READ A SECOND TIME THIS 27th DAY OF April, 1961.
 READ A THIRD TIME THIS 27th DAY OF April, 1961.
 READ A FOURTH TIME THIS 28th DAY OF April, 1961.

A. J. Johnson

B. S. Barrett

Certified a true copy of By-law No. 80
 Village of Port Clements Emergency
 Programme By-law

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VILLAGE OF PORT CLEMENTS

BY-LAW NO. 99

A by-law to amend Water Utility Frontage By-law No. 87, 1980.

WHEREAS the water utility debt repayments exceed the amount that would be collected under the provisions of By-law No. 87, 1980.

NOW THEREFORE, the Council of the Village of Port Clements in open meeting assembled enacts as follows:

1. Amend the amount in paragraph 3(2) to read one dollar and ten cents (\$1.10) per foot;
2. Amend the amount in paragraph 3(3) to read fifteen cents (15¢) per foot; and
3. Add paragraph 3(4) the annual rate for lots 1-4, Block 21, Plan 1079, D.L. 746 shall be as per paragraph 3(3) plus fifteen dollars (\$15.00) per lot.
4. This By-law may be sited as the Water Utility Frontage Tax Amendment By-law No. 99 , 1981.

READ A FIRST TIME THIS 4th day of May , 1981.

READ A SECOND TIME THIS 4th day of May , 1981.

READ A THIRD TIME THIS 4th day of May , 1981.

RECONSIDERED AND ADOPTED THIS 6th day of May , 1981.

B. J. Johnson
MAYOR

B E Bannister
CLERK

Certified a true copy of
By-law no. 99 being "Village
of Port Clements Water Utility
Frontage Tax Amendment By-law".

B E Bannister
CLERK

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CALCULATION OF WATER UTILITY FRONTAGE - BY LAW 99, 1981

Repayment of Debenture issue No. 22 S.I. 55	28983.31	
No. 27 S.I. 74	17043.83	
TOTAL	46027.14	Temporary borrowing interest 1000.00

Deduct Assessment (School) x 2.5 mills	2296.59	(Village share)	2296.59
	43730.55		

Deduct: 25% of excess	10932.64	(Village share)	10932.64
	32797.91	(Water Utility Assistance Grant)	

14229.23

FRONTAGE CHARGES

Total Capital Construction costs 412603. TOTAL TAXABLE FRONTAGE 15874 FEET

"A" Capital costs payable at reduced rate (Section 641 (2) Municipal Act)	35363.	Water Treatment	16928.
	15000.	Well and Filtration	15000.
		New Well	or 16.3% of the total cost

"B" Costs payable by lot 1-4 Blk 21 (Calculation A plus 1500/25yrs = \$60.00)

1981 Repayment 14229.23 ÷ 15874 = .89 per foot

CALCULATION "A" 89 x 16.3 = 15 or 3142 x 15 471.00

CALCULATION "B" 89 x 16.3 = 15 or 200 x 15 = 30.00 plus 60.00 90.00

REMAINDER 13668.23 ÷ 12532 = 1.10 or 12532 x 1.10 13785.20

14346.20

Less surplus 116.97

14229.23

WATER ASSESSMENT ROLL

FOLIO	NAME OF OWNER	PROPERTY DESCRIPTION	ACTUAL	TAXABLE	AMOUNT
19.000	Froese, David	Plan 1030, Blk 19	299	299	328.90
20.000	Donaldson, Isabella	Plan 1079, Blk 20	200	50	55.00
21.010	BC Dept. of Public Wks	Plan 1079, Blk 21, Lots 1-4	200	200	90.00
21.050	Dunning, Howard	Plan 1079, Blk 21, Lot 5	50	50	55.00
21.060	Dunning, Howard	Plan 1079, Blk 21, Lot 6	50	50	55.00
21.070	Decembrini, Burneta	Plan 1079, Blk 21, Lot 7	50	50	55.00
21.080	Braach, Paul	Plan 1079, Blk 21, Lots 8-11	200	200	220.00
24.080	Rosenplanter, Fred	Plan 1079, Blk 21, Lots 8-13	145	145	159.50
24.140	Mintenko, Metro	Plan 1079, Blk 24, Lot 14,15	66	66	72.60
25.010	Ray, Geoffrey	Plan 1079, Blk 25, Lot 1	150	50	55.00
25.020	Rennie, Lawrence	Plan 1079, Blk 25, Lots 2-4	197	197	216.70
25.050	Drager, Lawrence	Plan 1079, Blk 26, Lots 5-7	150	150	165.00
26.010	Onions, Gladys	Plan 1079, Blk 26, Lots 1-3	150	150	165.00
26.060	Delwisch, Mervin	Plan 1079, Blk 26, Lots 6-8	156	156	171.60
26.090	Barnes, Bernard	Plan 1079, Blk 26, Lots 9-10	100	100	110.00
27.010	Stocker, Akim	Plan 1079, Blk 27, Lots 1-2	100	100	110.00
27.030	Wilson, Isabel	Plan 1079, Blk 27, Lot 3	50	50	55.00
27.040	Wilson, Isabel	Plan 1079, Blk 27, Lot 4	50	50	55.00
27.050	Smith, Randy	Plan 1079, Blk 27, Lot 5	56	56	61.60
27.060	Adams, Frederick	Plan 1079, Blk 27, Lot 6(4) E	99	57	62.70
27.061	Dobree, Diann	Plan 1079, Blk 27, Lot 6(4) W	33	33	36.30
27.070	Dobree, Diann	Plan 1079, Blk 27, Lot 7	50	50	55.00
27.080	Hazard, Larry	Plan 1079, Blk 27, Lot 8	50	50	55.00
27.090	Stocker, Akim	Plan 1079, Blk 27, Lots 9-10	100	100	110.00
28.000	Collier, Richard	Plan 1079, Blk 28	73	73	80.30
29.010	Onions, James Jr.	Plan 1079, Blk 29, Lot 1	33	33	36.30
29.020	Turbuck, Emry	Plan 1079, Blk 29, Lot 2	33	33	36.30
29.030	Turbuck, Emry	Plan 1079, Blk 29, Lot 3	33	33	36.30
29.040	O'Brien, Gloria	Plan 1079, Blk 29, Lot 4	33	33	36.30
29.050	O'Brien, Gloria	Plan 1079, Blk 29, Lot 5	33	33	36.30
29.060	Delwisch, Joan	Plan 1079, Blk 29, Lot 6	33	33	36.30
29.070	Delwisch, David	Plan 1079, Blk 29, Lot 7	94	94	103.40
30.010	Marzoff, Louis	Plan 1079, Blk 30, Lot 1	70	70	77.00
30.020	Derespe, Albin	Plan 1079, Blk 30, Lot 2	33	33	36.30
30.030	Derespe, Albin	Plan 1079, Blk 30, Lot 3	33	33	36.30
30.040	Derespe, Albin	Plan 1079, Blk 30, Lot 4	33	33	36.30
30.050	Derespe, Albin	Plan 1079, Blk 30, Lot 5	33	33	36.30
30.060	Burtnick, Irene	Plan 1079, Blk 30, Lot 6	33	33	36.30
30.070	Burtnick, Irene	Plan 1079, Blk 30, Lot 7	33	33	36.30
30.080	Huish, William	Plan 1079, Blk 30, Lots 8,9	66	66	72.60
30.100	Huish, William	Plan 1079, Blk 30, Lots 10-13	132	132	145.20
30.140	Huish, William	Plan 1079, Blk 30, Lots 14,15	66	66	72.60
30.160	Onions, Richard	Plan 1079, Blk 30, Lot 16	33	33	36.30
30.170	Baker, Gerry	Plan 1079, Blk 30, Lots 17,18	103	103	113.30
31.010	Lowrie, Edward	Plan 1079, Blk 31, Lot 1	50	50	55.00
31.020	Bragg, Ronald	Plan 1079, Blk 31, Lot 2	50	50	55.00
31.030	Bragg, Ronald	Plan 1079, Blk 31, Lots 3,4	100	100	110.00
31.050	Delwisch, David	Plan 1079, Blk 31, Lots 5,6	132	132	145.20
31.070	Standbridge, Mary	Plan 1079, Blk 31, Lot 7	108	108	118.80

14371.30

419490

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WATER ASSESSMENT ROLL CON'T

31.120	Webb, Cecil	Plan 1079, Blk 31, Lots 12,13	100	100	110.00
32.080	Umphress, Clifford	Plan 1079, Blk 32, Lots 8-9	136	136	149.60
32.100	Marshall, Margaret Turbuck, James	Plan 1079, Blk 32, Lots 10-11	136	136	149.60
33.100	Ward, Alfred	Plan 1079, Blk 33, Lot 10	50	50	55.00
33.110	Ward, Alfred	Plan 1079, Blk 33, Lots 11-12	100	100	110.00
34.010	B.C. Telephone	Plan 1079, Blk 34, Lots 1,2	163	163	179.30
34.030	B.C. Telephone	Plan 1079, Blk 34, Lots 3	50	50	55.00
34.050	Matchie, Dennis	Plan 1079, Blk 34, Lots 4-5	87	87	95.70
34.060	Matchie, Dennis	Plan 1079, Blk 34, Lot 6	95	95	104.50
36.010	Krug, Malcolm	Plan 1079, Blk 36, Lot 1	40	40	44.00
36.020	Standbridge, Robert	Plan 1079, Blk 36, Lots 2-3	66	66	72.60
36.040	Ward, Don Ward, Ellen	Plan 1079, Blk 36, Lot 4	33	33	36.30
36.050	Ward, Don Ward, Ellen	Plan 1079, Blk 36, Lots 5-6	66	66	72.60
36.070	Condrotte, Winnifred	Plan 1079, Blk 36, Lots 7-9	99	99	108.90
36.100	Barnes Mryna	Plan 1079, Blk 36, Lot 10	33	33	36.30
36.110	Ahearn, Mryna	Plan 1079, Blk 36, Lots 11-12	73	73	80.30
37.010	School District #50	Plan 1079, Blk 37, Lot 1	50	50	55.00
37.020	Hampton, Herbert	Plan 1079, Blk 37, Lot 2	50	50	55.00
37.030	Anglican Church	Plan 1079, Blk 37, Lots 3-4	141	141	155.10
37.060	School District #50	Plan 1079, Blk 38, Lots 6-8	150	150	165.00
38.090	Prov. of B.C.	Plan 1079, Blk 38, Lots 9-12	200	200	220.00
38.130	Prov. of B.C.	Plan 1079, Blk 38, Lots 13-16	200	200	220.00
39.000	Prov. of B.C.	Plan 1079, Blk 39	1200	250	275.00
40.211	Belyea, Alfred	Plan 5171, Blk 40, Lot 1	57	57	8.55
40.212	Johnson, Gerald	Plan 5171, Blk 40, Lot 2	57	57	8.55
40.213	Brown, Hadley	Plan 5171, Blk 40, Lot 3	57	57	8.55
40.214	Hadley, Brian	Plan 5171, Blk 40, Lot 4	57	57	8.55
40.215	Decembrini, Ronald	Plan 5171, Blk 40, Lot 5	57	57	8.55
40.216	Mardis, Richard	Plan 5171, Blk 40, Lot 6	57	57	8.55
40.217	Ward, Don	Plan 5171, Blk 40, Lot 7	57	57	8.55
42.040	Findlater, Jim	Plan 1079, Blk 42, Lot 4	50	50	55.00
42.050	Hammond, June	Plan 1079, Blk 42, Lot 5-6	100	100	110.00
42.070	Purchase, Gary	Plan 1079, Blk 42, Lots 7,8	100	100	110.00
42.090	Prov. of B.C.	Plan 1079, Blk 42, Lot 9-10	100	100	110.00
42.093	Scarr, Charles	Plan 1079, Blk 42, Lot 11	50	50	55.00
42.100	Campbell, Jack	Plan 1079, Blk 42, Lot 12	50	50	55.00
43.010	Chapman, Fred	Plan 1079, Blk 43, Lots 1-3	99	99	108.90
43.040	McCrea, Alice	Plan 1079, Blk 43, Lots 4,5	114	114	125.40
43.070	Olson, Magnus	Plan 1079, Blk 43, Lots 6,7	66	66	72.60
43.080	Fairbairn, Don	Plan 1079, Blk 43, Lot 8	33	33	36.30
43.090	Fairbairn, Don	Plan 1079, Blk 43, Lot 9	33	33	36.30
43.100	Fairbairn, Don	Plan 1079, Blk 43, Lot 10	33	33	36.30
44.010	Unsworth, David	Plan 1079, Blk 43, Lots 1-4	132	132	145.20
44.050	Unsworth, David	Plan 1079, Blk 44, Lot 5	116	100	110.00
44.070	Deg Enterprise	Plan 1079, Blk 44, Lots 7-10	132	132	145.20
45.010	Chevron Canada Ltd	Plan 1079, Blk 45, Lots 1-3	99	99	108.90
45.040	Chapman, Ernest	Plan 1079, Blk 45, Lots 4-6	104	104	114.40
45.070	Chapman, Ernest	Plan 1079, Blk 45, Lot 7	38	38	41.80
45.080	Credit Union	Plan 1079, Blk 45, Lot 8	38	38	41.80

4282.75

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WATER ASSESSMENT ROLL CON'T

45.090	Beachy, Glen	Plan 1079, Blk 45, Lots 9-11	99	99	108.90
45.110	Olson, Magnus	Plan 1079, Blk 45, Lot 12	33	33	36.30
45.120	Olson, Magnus	Plan 1079, Blk 45, Lot 13	33	33	36.30
46.010	Hadley, Brian	Plan 1079, Blk 46, Lot 1	33	33	36.30
46.020	Helm, Ray	Plan 1079, Blk 46, Lots 2-3	66	66	72.60
46.040	Jone, Arthur	Plan 1079, Blk 46, Lots 4-5	66	66	72.60
46.060	Ornbrak, Harold	Plan 1079, Blk 46, Lots 6,7	60	60	66.00
46.070	Logan, Wes	Plan 1079, Blk 46, Lot 7	59	59	64.90
46.080	Dewar, Al	Plan 1079, Blk 46, Lots 8-9	66	66	72.60
46.100	Dewar, Al	Plan 1079, Blk 46, Lots 10	33	33	36.30
47.010	Britton, Roger	Plan 1079, Blk 47, Lot 1	50	50	55.00
47.020	Condrotte, Winnifred	Plan 1079, Blk 47, Lot 2	50	50	55.00
47.040	Dept of Public Wks	Plan 1079, Blk 47, Lots 3,4	100	100	110.00
47.050	Trautman, Patrick	Plan 1079, Blk 47, Lots 5-6	100	100	110.00
47.070	Willson, Howard	Plan 1079, Blk 47, Lots 7-9	150	150	165.00
47.100	Willson, Howard	Plan 1079, Blk 47, Lot 10	50	50	55.00
47.110	Hoff, James	Plan 1079, Blk 47, Lots 11-12	100	100	110.00
A 48.010	Piggott, John	Plan 5171, Blk 48, Lot 1	57	57	8.55
A 48.020	Poslowsky, Paul	Plan 5171, Blk 48, Lot 2	57	57	8.55
A 48.030	Galuska, John	Plan 5171, Blk 48, Lot 3	57	57	8.55
A 48.040	Allman, James	Plan 5171, Blk 48, Lot 4	57	57	8.55
A 48.050	Green, Wayne	Plan 5171, Blk 48, Lot 5	57	57	8.55
A 48.060	Abraham, Greg	Plan 5171, Blk 48, Lot 6	57	57	8.55
A 48.070	Demers, Larry	Plan 5171, Blk 48, Lot 7	57	57	8.55
A 48.090	Credit Union	Plan 1079, Blk 48, Lot 9	50	50	75.00
A 48.100	Credit Union	Plan 1079, Blk 48, Lot 10	50	50	75.00
A 48.110	Credit Union	Plan 1079, Blk 48, Lot 11	50	50	75.00
A 48.120	Credit Union	Plan 1079, Blk 48, Lot 12	50	50	75.00
A 48.130	Credit Union	Plan 1079, Blk 48, Lot 13	50	50	75.00
A 48.140	Credit Union	Plan 1079, Blk 48, Lot 14	50	50	75.00
A 48.150	Credit Union	Plan 1079, Blk 48, Lot 15	50	50	75.00
A 48.160	Credit Union	Plan 1079, Blk 48, Lot 16	50	50	75.00
A 49.010	Giesbrecht, David	Plan 5171, Blk 49, Lot 1	54	54	8.10
A 49.020	Hunter, Keith	Plan 5171, Blk 49, Lot 2	54	54	8.10
A 49.030	Flayer, Richard	Plan 5171, Blk 49, Lot 3	54	54	8.10
A 49.040	Chapman, Paul	Plan 5171, Blk 49, Lot 4	54	54	8.10
A 49.050	Quinn, Thomas	Plan 5171, Blk 49, Lot 5	54	54	8.10
A 49.060	Sullivan, Bob	Plan 5171, Blk 49, Lot 6	54	54	8.10
A 49.070	Wood, Donald	Plan 5171, Blk 49, Lot 7	54	54	8.10
A 49.080	Pawliuk, Alexander	Plan 5171, Blk 49, Lot 8	54	54	8.10
A 49.090	Chapman, John	Plan 5171, Blk 49, Lot 9	54	54	8.10
A 49.100	Stanko, Sam	Plan 5171, Blk 49, Lot 10	54	54	8.10
A 49.110	Kollar, Frank	Plan 5171, Blk 49, Lot 11	54	54	8.10
A 49.130	Credit Union	Plan 1079, Blk 49, Lot 13	50	50	7.50
A 49.140	Credit Union	Plan 1079, Blk 49, Lot 14	50	50	7.50
A 49.150	Credit Union	Plan 1079, Blk 49, Lot 15	50	50	7.50
A 49.160	Credit Union	Plan 1079, Blk 49, Lot 16	50	50	7.50
A 49.170	Credit Union	Plan 1079, Blk 49, Lot 17	50	50	7.50
A 49.180	Credit Union	Plan 1079, Blk 49, Lot 18	50	50	7.50
A 49.190	Credit Union	Plan 1079, Blk 49, Lot 19	50	50	7.50
A 49.200	Credit Union	Plan 1079, Blk 49, Lot 20	50	50	7.50

1531.75

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WATER ASSESSMENT ROLL CON'T

A 49.210	Credit Union	Plan 1079, Blk 49, Lot 21	50	50	7.50
A 49.220	Credit Union	Plan 1079, Blk 49, Lot 22	50	50	7.50
A 49.230	Credit Union	Plan 1079, Blk 49, Lot 23	50	50	7.50
A 49.240	Credit Union	Plan 1079, Blk 49, Lot 24	50	50	7.50
50.010	Tauber, Arthur	Plan 1079, Blk 50, Lots 1&24	100	100	110.00
50.020	Taubar, Arthur	Plan 1079, Blk 50, Lots 2&23	100	100	110.00
50.030	Day, Willam	Plan 1079, Blk 50, Lot 3	50	50	55.00
50.040	Smith, Russell	Plan 1079, Blk 50, Lots 4&21	100	100	110.00
A 50.050	Credit Union	Plan 1079, Blk 50, Lot 5	50	50	7.50
A 50.060	Credit Union	Plan 1079, Blk 50, Lot 6	50	50	7.50
A 50.070	Credit Union	Plan 1079, Blk 50, Lot 7	50	50	7.50
A 50.080	Credit Union	Plan 1079, Blk 50, Lot 8	50	50	7.50
A 50.090	Credit Union	Plan 1079, Blk 50, Lot 9	50	50	7.50
A 50.100	Credit Union	Plan 1079, Blk 50, Lot 10	50	50	7.50
A 50.110	Credit Union	Plan 1079, Blk 50, Lot 11	50	50	7.50
A 50.120	Credit Union	Plan 1079, Blk 50, Lot 12	50	50	7.50
50.130	Bellis, Dan	Plan 1079, Blk 50, Lot 13, 14	100	100	110.00
50.150	Smith, Mark	Plan 1079, Blk 50, Lot 15	50	50	55.00
50.160	Conway, Anita	Plan 1079, Blk 50, Lot 16,17	100	100	110.00
50.170	Matheson, Ben	Plan 1079, Blk 50, Lot 18	50	50	55.00
50.180	Matheson, Ben	Plan 1079, Blk 50, Lot 19,20	100	100	110.00
50.220	Dube Dan	Plan 1079, Blk 50, Lot 22	50	50	55.00
A 51.010	Credit Union	Plan 1079, Blk 51, Lot 1	50	50	7.50
A 51.020	Credit Union	Plan 1079, Blk 51, Lot 2	50	50	7.50
A 51.030	Credit Union	Plan 1079, Blk 51, Lot 3	50	50	7.50
A 51.040	Credit Union	Plan 1079, Blk 51, Lot 4	50	50	7.50
A 51.050	Credit Union	Plan 1079, Blk 51, Lot 5	50	50	7.50
A 51.060	Credit Union	Plan 1079, Blk 51, Lot 6	50	50	7.50
A 51.070	Credit Union	Plan 1079, Blk 51, Lot 7	50	50	7.50
A 51.080	Credit Union	Plan 1079, Blk 51, Lot 8	50	50	7.50
51.090	Sexsmith, Vicki	Plan 1079, Blk 51, Lot 9	50	50	55.00
51.100	Jack, Archie	Plan 1079, Blk 51, Lot 10	50	50	55.00
51.110	May, Donald	Plan 1079, Blk 51, Lot 11,12	100	100	110.00
51.130	Clayton, Walter	Plan 1079, Blk 51, Lots 13	50	50	55.00
51.140	Einarson, Grove S.	Plan 1079, Blk 51, Lot 14	50	50	55.00
51.150	May, James	Plan 1079, Blk 51, Lot 15	50	50	55.00
51.160	Reid, Dave	Plan 1079, Blk 51, Lot 16	50	50	55.00
52.010	Baryla, John	Plan 1079, Blk 52, Lot 1	50	50	55.00
52.020	Fairbairn, Don	Plan 1079, Blk 52, Lot 2	50	50	55.00
53.020	Carlson, John	Plan 1079, Blk 53, Lots 2-4	99	99	108.90
53.050	Kingcott, Sid	Plan 1079, Blk 53, Lots 5-6	66	66	72.60
53.070	Kingcott, Sid	Plan 1079, Blk 53, Lots 7-9	99	99	108.90
53.110	Decock Holdings	Plan 1079, Blk 53, Lots 10-12	99	99	108.90
53.130	Decock Holdings	Plan 1079, Blk 53, Lots 13-15	99	99	108.90
54.010	Pentecostal Church	Plan 1079, Blk 54, Lts 1-3	99	99	108.90
54.100	Ferreux Gabriel	Plan 1079, Blk 54, Lots 10,11	66	66	72.60
54.120	Ferreux, Gabriel	Plan 1079, Blk 54, Lot 12	37	37	40.70
55.010	Walton, Richard	Plan 1079, Blk 55, Lots 1-3	99	99	108.90
55.040	Prov. of B.C.	Plan 1079, Blk 55, Lot 4	33	33	36.30
55.050	Leary, Allan	Plan 1079, Blk 55, Lot 5,6,7	99	99	108.90
55.080	Kennedy, Mike	Plan 1079, Blk 55, Lot 8	33	33	36.30

2600.80

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WATER ASSESSMENT ROLL CON'T

55.090	Piggott John W	Plan 1079, Blk 55, Lots 9-12	132	132	145.20
55.130	Gould, John	Plan 1079, Blk 55, Lots 13,14	66	66	72.60
55.150	Barnes, Myrna	Plan 1079, Blk 55, Lots 15, 16	66	66	72.60
55.170	Berarducci, Ron	Plan 1079, Blk 55, Lots 17,18	66	66	72.60
55.029	Dalzell, Kathleen	Frac. Section 29	116	116	127.60
60.028	Perry, Thomas	Frac. Section 28	705	705	775.50
41.00	School	Blk 41	450	450.	495.00.

1761.10

The within frontage tax assessment roll, comprising five pages and representing a total actual foot frontage of 15732 feet, and total taxable foot frontage of 15424 feet, is hereby confirmed by the Court of Revision of Port Clements, and except as may be amended upon further appeal, is hereby certified to be the frontage tax assessment roll for the Village of Port Clements Waterworks System

Dated at Port Clements this 27th day of April, 1981.

G.

VILLAGE OF PORT CLEMENTS

BY-LAW NO. 100

A by-law to amend the Sewer Facility Frontage Tax
By-law No. 88, 1980.

WHEREAS the Sewer Facility debt repayments exceed the amount that would be collected under the provision of By-law 88, 1980.

NOW THEREFORE, the Council of the Village of Port Clements in open meeting assembled enacts as follows:

1. Amend the amount in paragraph 3(2) to read two dollars (\$2.00) per foot;
2. Amend the amount in paragraph 3(3) to read eighty two cents (82¢) per foot; and
3. Add paragraph 3(4) the annual rate for Lots 1-4, Block 21, Plan 1079 D.L. 746 shall be as per paragraph 3(3) plus twenty five dollars (\$25.00) per lot.
4. This By-law may be cited as Sewer Facility Frontage Tax Amendment By-law No. 100, 1981.

READ A FIRST TIME THIS 4th day of May , 1981.

READ A SECOND TIME THIS 4th day of May , 1981.

READ A THIRD TIME THIS 4th day of May , 1981.

RECONSIDERED AND ADOPTED THIS 6th day of May , 1981.

BS Baretto
CLERK

B. J. Johnson
MAYOR

Certified a true copy of
By-law No. 100 being "Village
of Port Clements Sewer Facility
Frontage Tax Amendment By-law"

BS Baretto
CLERK

A true copy of By-Law No. 100
registered in the office of the Inspector
of Municipalities this 29th day of
May 1981.

[Signature]
Deputy Inspector of Municipalities

5-

VILLAGE OF PORT CLEMENTS

BY-LAW NO. 161

A By-Law to amend the Water Utility Frontage Tax By-Law No. 87, 1980.

WHEREAS, the water utility repayment would exceed the amount that would be collected under the provisions of By-Law No. 87, 1980.

NOW THEREFORE, The Council of the Village of Port Clements in open meeting assembled enacts as follows:

1. Amend the amount in paragraph 3(2) of the Water Utility Frontage Tax By-Law No. 87, 1980, to read one dollar and ninty one cents (\$1.91) per foot;
2. Amend the amount in paragraph 3(3) of the Water Utility Frontage Tax By-Law No. 87, 1980 to read one dollar and twenty one cents (\$1.21) per foot;
3. This By-Law may be cited as the "Water Utility Frontage Tax Amendment By-Law No. 161".

READ A FIRST TIME THIS 13th day of May, 1985.

READ A SECOND TIME THIS 13th day of May, 1985.

READ A THIRD TIME THIS 2nd day of July, 1985.

RECONSIDERED AND ADOPTED THIS 8th DAY of July, 1985.

B. J. Johnson
Mayor

B. S. Samuels
Clerk

I hereby certify that this is a True and correct copy of By-Law No. 161, cited as the "Village of Port Clements Water Utility Frontage Tax Amendment By-Law No. 161, 1985.

B. S. Samuels
Municipal Clerk

A true copy of By-Law No. 161 registered in the office of the Inspector of Municipalities this 29 day of July 1985

[Signature]
Deputy Inspector of Municipalities

5-2

VILLAGE OF PORT CLEMENTS

BY-LAW NO. 162

A By-Law to amend the Sewer Frontage Tax By-Law No. 88, 1980.

WHEREAS, the Sewer Facility repayments would exceed the amount collected under provisions of By-Law No. 88, 1980.

NOW THEREFORE, the Council of the Village of Port Clements in open meeting assembled enacts as follows:

1. Amend the amount in paragraph 3(2) of Sewer Frontage Tax By-Law No. 88, 1980 to read two dollars and fifty three cents (\$2.53) per foot;
2. Amend the amount in paragraph 3(3) of Sewer Frontage Tax By-Law No. 88, 1980 to read one dollar and seventy-three cents (\$1.73) per foot.
3. This By-Law may be cited as the "Sewer Frontage Tax Amendment By-Law No. 162, 1985".

READ A FIRST TIME THIS 13th day of May, 1985

READ A SECOND TIME THIS 13th day of May, 1985

READ A THIRD TIME THIS 2nd of July, 1985.

RECONSIDERED AND ADOPTED THIS 8th day of July , 1985

R. J. Johnson
Mayor

B. S. Bannister
Clerk

I hereby certify that this is a True and Correct copy of By-Law No. 162, cited as the "Village of Port Clements Sewer Frontage Amendment By-Law No. 162, 1985".

B. S. Bannister
Municipal Clerk

A true copy of By-Law No. 162
registered in the office of the Inspector
of Municipalities this 29 day of
July 1985
[Signature]
Deputy Inspector of Municipalities

9-3

VILLAGE OF PORT CLEMENTS

BY-LAW NO. 163

Being a Bylaw to amend the Official Community
Plan under Section 710 of the Municipal Act

The Municipal Council of the Village of Port Clements in open
meeting assembled, enacts as follows:

1. The Official Community Plan for the Village of Port Clements,
By-Law No. 140, 1984 is amended by removing Schedule "C"
(Long Range Land Use Map) and replacing with amended Schedule
"C" (Long Range Land Use Map) date July 11, 1985 which shedule
is attached hereto and forms part of this By-Law.
2. This By-Law may be cited as the "Official Community Plan
Amendment By-Law No. 163, 1985".

READ A FIRST TIME THIS 15th day of July, 1985

READ A SECOND TIME THIS 15th day of July, 1985.

READ A THIRD TIME THIS 26th day of August, 1985.

RECONSIDERED AND ADOPTED THIS 09th day of September, 1985

Sharon M. Hornidge
a. Mayor

BE Bawelab
Clerk

BE Bawelab
Certified a true copy of By-law
No. 163 cited as "Official Community
Plan Amendment By-Law No. 163, 1985."

5-3

VILLAGE OF PORT CLEMENTS

BY-LAW NO. 171

A by-law to provide for the imposition of a charge against the owner or occupiers of real property for the use of the sewerage system of the Municipality.

The Council of the Village of Port Clements, in open meeting assembled enacts as follows:

1. There is hereby imposed and levied a sewer user charge against the owner or occupier of land or real property whose property is connected to the sewer system and the Clerk shall classify each consumer in accordance with the categories set out in Schedule "A", attached to and forming part of this by-law.
2. The rate shall be due and payable bi-monthly at the office of the Collector, Municipal Office, on the first day of each second month commencing February 1st of each year.
3. In the case of a connection being made during the year, the charge imposed shall begin with the month during which the final inspection of the sewer connection was made. If made on or before the 15th day of the month, the full monthly rate shall be charged, otherwise the charge shall be one-half of the monthly charge.
4. Any rate remaining unpaid on the thirty first of December shall be deemed to be taxes in arrears in respect of the property of which the consumer dwells and shall be forthwith entered on the real property tax roll by the Collector as taxes in arrears.
5. This By-law shall be effective July 1, 1986 and remain in force until repealed or amended.
6. By-law No. 96 is hereby repealed.
7. This by-law may be cited as the Village of Port Clements "Sewer User Rates By-law No. 171, 1986."

READ a first time this 05th day of May, 1986.

READ a second time this 05th day of May, 1986.

READ a third time this 05th day of May, 1986.

RECEIVED THE APPROVAL OF THE MINISTER OF MUNICIPAL AFFAIRS
this 3rd day of July, 1986.

RECONSIDERED AND FINALLY ADOPTED
this 21 day of July, 1986.

B. J. Johnson
Mayor

B. S. Bannick
Clerk

Certified a true copy of
of By-law No. 171 at third
reading.

B. S. Bannick
Clerk

A true copy of By-Law No. 171
registered in the office of the Inspector
of Municipalities this 28 day of
August 1986.
J. J. Callan
Deputy Inspector of Municipalities

9-3

SCHEDULE "A" 1986

Attached to and forming part of By-Law No. 171

SEWER USER RATES

1. Single family residence	\$8.00 per month
2. Duplex, Apartment, Suites - each unit	\$8.00 per month
3. Hotels, Motels, Lodging Houses - each unit or room	\$2.00 per month
4. Cafes, Restaurants - each unit	\$9.00 per month
5. Garages, Service Stations -each washroom	\$8.00 per month
6. Commercial Business estab- lishments - per unit	\$8.00 per month
7. Schools - per classroom	\$8.00 per month
8. Hospitals - per bed	\$2.00 per month
9. Trailor Courts -per rental unit	\$8.00 per month
10. Churches	\$2.00 per month
11. Beauty Salons, Barber shops, etc - room with basin	\$9.00 per month
12. Neighbourhood Pubs, Beer parlours, licensed lounge, club - each unit	\$9.00 per month
13. Industrial Fish processing	\$20.00 per month
Other - per unit	9.00 per month
14. Laundromats -per machine	8.00 per month

5-3

VILLAGE OF PORT CLEMENTS

BY-LAW No. 172

A by-law to amend the Water Utility Frontage Tax By-law No. 87, 1980.

WHEREAS, the water utility repayment would exceed the amount that would be collected under the provisions of By-law No. 87, 1980..

NOW THEREFORE,

The Council of the Village of Port Clements in open meeting assembled enacts as follows:

1. Amend the amount in paragraph 3(2) of the Water Utility Frontage Tax By-Law No. 87, 1980, to read Two dollars and eleven cents (\$2.11) per foot;
2. Amend the amount in paragraph 3(3) of the Water Utility Frontage Tax By-Law No. 87, 1980 to read one dollar and forty one cents (\$1.41) per foot;
3. This By-law may be cited as the "Water Utility Frontage Tax Amendment By-Law No. 172."

READ a first time this 05th day of May, 1986.

READ A second time this 05th day of May, 1986.

READ a third time this 05thday of May 1986.

RECONSIDERED AND ADOPTED THIS 12th day of May 1986.

B. J. Johnson
Mayor

B. S. Bannock
Clerk

I hereby certify that this is a True and Correct copy of By-law No. 172, cited as the "Village of Port Clements Water Utilitiy Frontage Tax Amendment By-law No. 172, 1986".

B. E. Bannock
Municipal Clerk

A true copy of By-Law No. 172 registered in the office of the Inspector of Municipalities this 2nd day of June 1986.

J. J. Callan
Deputy Inspector of Municipalities

5-3

VILLAGE OF PORT CLEMENTS

BY-LAW NO. 179

A by-law to amend the Water Utility Frontage Tax By-Law No. 87, 1980.

WHEREAS, the water utility repayment would exceed the amount that would be collected under the provisions of By-law No. 87, 1980.

NOW THEREFORE,

The Council of the Village of Port Clements in open meeting assembled enacts as follows:

1. Amend the amount in paragraph 3(2) of the Water Utility Frontage Tax By-Law No. 87, 1980, to read Two Dollars and thirty five cents (\$2.35) per foot;
2. Amend the amount in paragraph 3(3) of the Water Utility Frontage Tax By-Law No. 87, 1980 to read one dollar and sixty cents (\$1.60) per foot;
3. This By-law may be cited as the "Water Utility Frontage Tax Amendment By-Law No. 179."

READ A FIRST TIME THIS 21st day of April, 1987.

READ A SECOND TIME THIS 21st day of April, 1987.

READ A THIRD TIME THIS 21st day of April, 1987.

RECONSIDERED AND ADOPTED THIS 27th day of April, 1987

A. J. Johnson
Mayor

Susan Edward
Clerk

I hereby certify that this is a True and Correct Copy of By-law No. 172, cited as the Village of Port Clements Water Utility Frontage Tax Amendment By-Law No. 179, 1987.

Susan Edward
Municipal Clerk

A true copy of By-Law No. 179
registered in the office of the Inspector
of Municipalities this 2 day of
JULY 1987.

[Signature]
Deputy Inspector of Municipalities

5-3

VILLAGE OF PORT CLEMENTS

BY-LAW NO. 179

A by-law to amend the Water Utility Frontage
Tax By-Law No. 87, 1980.

WHEREAS, the water utility repayment would exceed the amount
that would be collected under the provisions of By-
law No. 87, 1980.

NOW THEREFORE,

The Council of the Village of Port Clements in open
meeting assembled enacts as follows:

1. Amend the amount in paragraph 3(2) of the Water Utility
Frontage Tax By-Law No. 87, 1980, to read Two Dollars
and thirty five cents (\$2.35) per foot;
2. Amend the amount in paragraph 3(3) of the Water Utility
Frontage Tax By-Law No. 87, 1980 to read one dollar and
sixty cents (\$1.60) per foot;
3. This By-law may be cited as the "Water Utility Frontage
Tax Amendment By-Law No. 179."

READ A FIRST TIME THIS 21st day of April, 1987.

READ A SECOND TIME THIS 21st day of April, 1987.

READ A THIRD TIME THIS 21st day of April, 1987.

RECONSIDERED AND ADOPTED THIS 27 day of April, 1987

B. J. Johnson
Mayor

Susan Galloway
Clerk

I hereby certify that this is a
True and Correct Copy of By-law
No. 179, cited as the Village of
Port Clements Water Utility
Frontage Tax Amendment By-Law
No. 179, 1987.

Susan Galloway
Municipal Clerk

4-3

Adventure "1987"

Water System

Assuming: Exchange 1.40

1	2	3	4	5	6	7	8	9	10	11	12
SI	Date	Principle	Interest	Exchange	Principle	Interest	Exchange	Total	Tax Calculation	Hosp.	
1	114	Apr. 27	812.50					812.50	Residence	90,550.00	x 1.0 = 90,550
2	114	Oct. 27			21238	812.50		1084.88	UHI	180,650	x .35 = 41,228
3				4004.00					Business	719,500	x .245 = 176,277
4									Ind	69,800	x .34 = 23,732
5	55	June 1	953072	5993109				2075881	TEFL	86,357	x 8.0 = 690,856
6	55	Dec. 1				928203	471281	1399484	Total		\$ 1,138,873
7	74	June 6	127724					727724			
8	74	Dec. 6			218935	727724		976659			
9											
10											
11	Total		1762046	593109	276173	1737172	471281	5369486			
12											
13	CALCULATION:	Total	5369486								
14		2.5 x 1,138,873	*284718								
15		Balance	5084768								
16		Loan 25%	*1271192								
17		Balance	3813576								
18											
19		SI 155	366668	1093750	1460418						
20		June 12/87		1093750	1093750						
21		Dec 2/87			*2554168						
22											
23		Total		41110078					Frontage		
24		Short Term Interest		300000					14,192 x 2.35	26,301.20	
25		Total		4410078					11,300 x 1.60	17808.00	
26									4410078		

St. plus 18,110

3-5

VILLAGE OF PORT CLEMENTS
BY-LAW #215

WHEREAS it is deemed necessary to amend the "Official Community Plan of Port Clements No. 140, 1984" to provide Council with the authority to issue temporary commercial and industrial permits within all areas of the Village (excluding Juskatla and Ferguson Bay);

NOW THEREFORE, the Council of the Village of Port Clements in open meeting assembled enacts as follows:

1. Sub-section 5.4 - Temporary Permit Areas is hereby added to the Table of Contents. Subsequent sub-sections are renumbered as follows:
5.5 Community Plan Review;
5.6 Financing of Municipal Utilities;
5.7 Regional Planning Context.

2. The text of paragraph two on page 82 is amended as follows (added text is underlined below):

"The tools available to Council designed to permit Plan policies to be implemented are provided for in the Municipal Act and include zoning regulations, subdivision bylaws, temporary permit areas, development cost charges and various capital works programs."

3. Subsection 5.4 is added to Section 5 - Implementation Guide and reads as follows:

5.4 TEMPORARY PERMIT AREAS

The entire area included in this Plan is hereby designated by Council as an area where temporary commercial and industrial uses may be allowed, pursuant to Section 945 (3) of the Municipal Act.

The purpose of this designation is to provide Council with the ability to consider the issuance of a permit pursuant to Section 975 of the Municipal Act with respect to temporary commercial and industrial uses.

It is the policy of Council that the general conditions that will be considered in issuing a permit for a temporary commercial or industrial use may include, but will not be limited to, the impact upon adjacent land uses, provision of off-street parking, and public input which shall include the holding of a public hearing.

It is the policy of Council that a permit for a use located adjacent to a Controlled Access Highway or other major road may not be approved where the Ministry of Transportation and Highways indicates that it has objections to the proposed use with reference to traffic safety. The jurisdictions of other Agencies will also be taken into account.

4. This By-Law may be cited as the "Village of Port Clements Official Community Plan Amendment By-Law #215, 1990."

57-3

READ A FIRST TIME THIS 7th DAY OF August, 1990
READ A SECOND TIME THIS 7th DAY OF August, 1990
PUBLIC HEARING HELD ON THIS 7th DAY OF September, 1990
READ A THIRD TIME THIS 10th DAY OF September, 1990
RECONSIDERED AND ADOPTED THIS 17th DAY OF September, 1990.



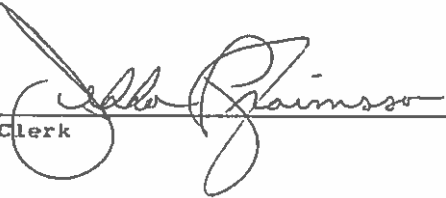
Mayor G. Johnson



Clerk J. Efrainsson

Certified to be a true copy and correct copy of "Village of Port Clements Official Community Plan Amendment By-Law #215, 1990."

A true copy of By-Law No. 215 registered in the office of the Inspector of Municipalities this 15th day of October 1990.



Clerk



Deputy Inspector of Municipalities

G-3

VILLAGE OF PORT CLEMENTS

BY-LAW #217

A By-law to amend the Village of Port Clements Advance Poll By-Law #38, 1976

WHEREAS the Council of the Village of Port Clements considers the Village Office to have insufficient space for the holding of advance polls for general municipal elections; and

WHEREAS the Council of the Village of Port Clements deems it necessary to amend the Village of Port Clements Advance Poll By-Law #38, 1976;

NOW THEREFORE the Council of the Village of Port Clements in open meeting assembled enacts as follows:

of Bylaw #38

1. Section II ~~is~~ amended to read as follows:

II Establishment of Advance Poll:

1. That on the Wednesday and Thursday immediately preceding each election or submission to the electors of the Village of Port Clements there shall be held an advance poll at the Village of Port Clements Community Hall between the hours of 7:00 p.m. and 9:00 p.m..
2. This By-Law may be cited for all purposes as the "Village of Port Clements Advance Poll Amendment By-Law #217, 1990.
3. READ A FIRST TIME THIS 1st DAY OF October , 1990
READ A SECOND TIME THIS 1st DAY OF October , 1990
READ A THIRD TIME THIS 1st DAY OF October , 1990
RECONSIDERED AND ADOPTED THIS 22nd DAY OF October , 1990


Mayor G. Johnson


Clerk J. Efrainsson


Clerk J. Efrainsson

Certified to be a true copy of Village of Port Clements Advance Poll Amendment By-Law #217, 1990

A true copy of By-Law No. 217 registered in the office of the Inspector of Municipalities this 13th day of November 1990.


Deputy Inspector of Municipalities

4-3

BY-LAW NO. 251, 1993

VILLAGE OF PORT CLEMENTS

A bylaw to provide for the determination of various procedures for the conduct of local government elections and other voting.

Under the Municipal Act, the council may, by bylaw, determine various procedures and requirements to be applied in the conduct of local government elections and other voting.

Council wishes to establish various procedures and requirements under that authority.

The Council of the Village of Port Clements, in an open meeting of council, enacts as follows:

1. Definitions

In this bylaw:

"Election" means an election for the number of persons required to fill a local government office;

"Local Government" means:

- (a) in relation to a municipality, the council, and
- (b) in relation to a regional district, the board;

2. Additional Advance Voting Opportunities

- a) The second advance voting opportunity referred to in section 97 (2) (b) of the municipal act does not apply.

3. Resolution of Tie Votes after Judicial Recount

- (a) In the event of a tie vote after a judicial recount, the tie vote will be resolved by conducting a lot in accordance with section 141 of the Municipal Act.

4. This Bylaw may be cited as "Village of Port Clements Elections Procedure Bylaw No. 251, 1993".

5. Village of Port Clements Advance Poll Bylaw No. 38, 1976 is hereby repealed.

10-3

Read a first time this 26th day of July , 1993.


Read a second time this 26th day of July , 1993.

Read a third time this 30th day of August, 1993.

Reconsidered, passed and finally adopted this 7th day of September, 1993.

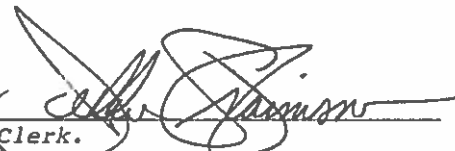


Mayor Brian Hornidge



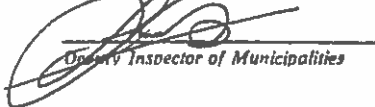
Clerk Jukka Efraimsson

Certified to be a true copy
of Village of Port Clements
Elections Procedures Bylaw
No. 251, 1993.



Clerk.

A true copy of By-Law No. 251
registered in the office of the Inspector
of Municipalities this 22nd day of
September 1993.



Deputy Inspector of Municipalities

VILLAGE OF PORT CLEMENTS

BYLAW NO. 256

A bylaw to set the terms of expenses to be paid to Council members while engaged in the discharge of the duties of office.

WHEREAS section 267 of the Municipal Act empowers the Council to set the terms for payment of expenses to Council Members by bylaw;

AND WHEREAS the Council of the Village of Port Clements has deemed it expedient to do so;

NOW THEREFORE the Council of the Village of Port Clements in open meeting assembled enacts as follows:

1. Interpretation

- "Council" means the Council of the Village of Port Clements;
- "day of travel" is each consecutive 24 hour period commencing at midnight on the date that the member commences the travel and ending at midnight of the date of return;
- "hotel" means any commercial business for accommodation of the travelling public and includes bed and breakfast accommodation;
- "member" means an elected member of the Council of the Village of Port Clements; and
- "Village" means the Village of Port Clements.

2. Application

(1) This bylaw applies to:

- (a) the payment of expenses for any member who is required to travel on municipal business;
- (b) the payment of expenses incurred by any member while engaged on municipal business; and

(2) No expenses incurred by a member will be paid by the Village unless the member seeking reimbursement completes an expense form included as Schedule A to and forming part of this bylaw; and

(3) This bylaw does not apply to:

- (a) the expenses directly incurred by a member while participating in election campaigns either for themselves or for other election candidates; and
- (b) the payment of legal costs or fines incurred by a member whether or not engaged in the discharge of the duties of office.

5-3

3. Travel

- (1) The cost of travel on commercial carriers shall be borne by the Village as follows:
 - (i) Air: Economy class (motion of council approval and receipts required).
 - (ii) Car Rental: includes reimbursement for all charges including costs of insurance paid to the rental agency for liability release (motion of council approval and receipts required).
 - (iii) Taxis: taxis expenses will be reimbursed by the Village (no motion of council approval required, receipts required).
 - (iv) Miscellaneous Travel: road, ferry, bridge, tunnel, and parking charges shall be reimbursed (no motion of council approval required, receipts required where issued).
- (2) The cost incurred shall be the actual cost of the ticket on the carrier including all applicable taxes; and
- (3) Where the member uses his/her own vehicle, the member shall pay all expenses and shall be reimbursed at the rate of \$0.30 per km. Members using their private vehicles on Village business must carry, at no additional cost to the Village, atleast \$500,000 Public Liability and Property Damage Insurance with supplementary business coverage. Reimbursement for own vehicle use is not to exceed the cost which would be paid for an airline travel ticket, from a commercial carrier, for a flight to the planned destination and return, at the lowest available tariff.

4. Meals and Incidentals.

- (1) For meal expenses for each day (or part thereof) of travel, the member shall be paid as follows:

- breakfast:	\$10.00;
- lunch:	15.00;
- dinner:	20.00
- incidentals:	<u>15.00</u>
- total:	\$60.00 (council approval and receipts not required).
- (2) Business meals expenses for guest(s) will be reimbursed at a rate not to exceed \$30.00 per guest. Receipts and a report to council will be required before the business meal expenses are reimbursed. The report on the business meal is to be recorded either in the minutes of a regular or in camera meeting of council.

5. Accommodation

- (1) the cost of hotel accommodation shall be borne by the Village;
- (2) The expenses shall be the actual cost of the hotel accommodation, including all applicable taxes; but shall not include in-house movies, drycleaning, or other incidental expenses. Incidental expenses are to be paid from the \$15.00 allotted for under Section 4. Meals and Incidentals.

- (3) If the member does not use hotel accommodation during an entire trip (or part thereof) the member shall be entitled to a payment of \$20.00 per day in lieu of expenses for hotel accommodation. Meals, if paid for, will be reimbursed at the rates set in Section 4. Meals and Incidentals.

6. Other Expenses

- (1) Pursuant to this bylaw Council may authorize payment of :
- (a) registration fees for conventions;
 - (b) tuition fees for education or training courses;
 - (c) long distance phone calls, not made on the calling cards held by council members or employees;
 - (d) babysitting fees of council members attending a council meeting;
 - (e) other expenses, specifically authorized by motion of council.

only if the convention, course, meeting, phone call, babysitting fees, or other expense is directly related to the duties of office required to be performed by the member.

- (2) No payment shall be made under this section unless a request is received from the member in writing, including:
- (a) a complete accounting of the costs of the registration fees or tuition fees;
 - (b) receipts for the payment of registration or tuition fees;
 - (c) copies of agendas for meetings or conventions; or
 - (d) calendars for education or training courses;
 - (e) copy of phone bill for calls not made on village calling card.
 - (f) receipt for other expenses specifically authorized by motion of council.

as they apply to the request for payment.

7. Travel Expense Reductions

- (1) Per Diem Expense Reductions: Meal allowances on trips completed within one day will be paid depending on the duration of the trip. For example, a member on a trip which begins at noon and returns after dinner will not be reimbursed for the breakfast and incidentals portion of the Meals and Incidentals allowance.
- (2) Free Meals. Free meals provided while in travel status shall be deducted from the daily allowance at the meal rates identified in Section 4 (1).

8. Severability

If any section or lesser portion of this bylaw is held invalid, the invalidity shall not affect the validity of the remaining portions of this bylaw.

9. Citation

This bylaw may be cited as the "Village of Port Clements Council Members Expenses Bylaw No. 256, 1994".

Read a first time this 18th day of April, 1994.

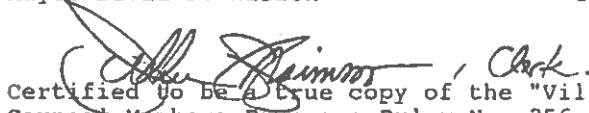
Read a second time this 18th day of April, 1994.

Read a third time this 25th day of April, 1994.

Reconsidered and adopted this 2nd day of May, 1994.


Mayor David J. Wilson


Clark Jukka Effainsson

 , Clark.
Certified to be a true copy of the "Village of Port Clements Council Members Expenses Bylaw No. 256, 1994".

A true copy of By-Law No. 256
registered in the office of the Inspector
of Municipalities this 25th day of
July 1994.


Deputy Inspector of Municipalities

SCHEDULE "A"

VILLAGE OF PORT CLEMENTS

EXPENSE CLAIM FORM

Name Position

Reason for Expense Claim: _____

Expense Claims:

- 3(1)(i) Air Travel (receipt required)....._____
- 3(1)(ii) Car Rental (receipt required)....._____
- 3(1)(iii) Taxis (receipts required)....._____
- 3(1)(iv) Miscellaneous Travel (receipts required)...._____
- 3(3) Private Car (no receipt required, \$0.30/km)._____
- 4(1) Meals and Incidentals (no receipt required)._____
- 4(2) Business Meals (receipts/report required)..._____
- 5(2) Commercial Accommodation (receipt required)._____
- 5(3) Private Accommodation (no receipt required)._____
- 6. Other Expenses (receipts required)....._____

TOTAL EXPENSE CLAIMS:....._____

LESS TRAVEL EXPENSE REDUCTIONS:

- 7(1)(2) Meal/Incidental allowances unused.... _____
- Travel Advance....._____

TOTAL DUE/OWING:....._____

I certify that the above is a true statement of expenses claimed:

Signature of Claimant

Date

Signature of (Deputy) Treasurer

Date

5-3

VILLAGE OF PORT CLEMENTS

BYLAW NO. 308, 2000

**A BYLAW TO AMEND VILLAGE OF PORT CLEMENTS COUNCIL MEMBERS
EXPENSES BYLAW NO. 256, 1994**

The council of the Village of Port Clements in open meeting duly assembled, enacts as follows:

The Village of Port Clements Council Members Expenses Bylaw No. 256, 1994 is amended in Section 3 (3) by striking out \$0.30 and substituting \$0.38.

This Bylaw may be cited as "Village of Port Clements Council Members Expenses Amendment Bylaw No. 308, 2000.

READ A FIRST TIME THIS 26th DAY OF JULY, 2000

READ A SECOND TIME THIS 26th DAY OF JULY, 2000

READ A THIRD TIME THIS 26th DAY OF JULY, 2000

RECONSIDERED AND ADOPTED THIS 1st DAY OF AUGUST, 2000



Joan Ann Allen
Mayor



John E. Nielsen
Chief Administrator

Certified a True Copy of the
Village of Port Clements
Bylaw No. 308, 2000

5-2

VILLAGE OF PORT CLEMENTS

BYLAW NO. 320, 2002

A bylaw to establish berthage rates and fees for the Port Clements Harbour

WHEREAS section 363 of the *Local government Act* RSBC 1996, Chapter 323 empowers the local government to impose a fee or charge payable in respect of all or part of a service of the municipality,

AND WHEREAS the Council of the Village of Port Clements desires to establish berthage and other fees deemed necessary for the Port Clements Harbour,

NOW THEREFORE the Council of the Village of Port Clements in open meeting assembled enacts as follows:

1. TITLE

This bylaw may be cited for all purposes as the "Port Clements Harbour Fee Setting Bylaw No. 320, 2002".

2. RATES AND FEES

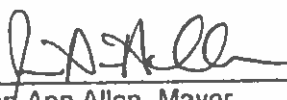
The rates and fees for the Port Clements Harbour shall be as set in Schedule "A" attached to and forming part of this bylaw.

READ A FIRST TIME THIS 18th DAY OF MARCH, 2002

READ A SECOND TIME THIS 18th DAY OF MARCH, 2002

READ A THIRD TIME THIS 18th DAY OF MARCH, 2002

ADOPTED THIS 2nd DAY OF April, 2002



Joan Ann Allen, Mayor



John Nielsen, Chief Administrator

Certified a true copy of Bylaw No. 320, 2002

5-3

BYLAW NO. 320

SCHEDULE "A"

1. BERTHAGE RATES

	Daily	Monthly
per meter	\$2.20	\$12.20

2. SHORE POWER RATES

	Daily	Monthly
110V 15/20 a service	\$3.00	\$38.00
220V 20a service	\$5.00	\$60.00

3. MISCELLANEOUS RATES

- a. The fee for cheques returned for any reason is \$25.00
- b. Interest of 2% per month will be charged on accounts unpaid for 30 days.
- c. The minimum amount which will be billed shall be \$25.00
- d. A minimum fee of \$50.00 will be levied per vessel pump out.
- e. A minimum of \$20.00 call out charge will be levied if the Harbour Master of his/her representative is called out between the ours of 10:00 pm and 7:00 am for unlocking electrical power boxes.

VILLAGE OF PORT CLEMENTS

BYLAW NO. 339

A bylaw to provide for the imposition of a charge against the owner or occupiers of real property for the use of the water system of the Municipality.

The Council of the Village of Port Clements, in open meeting assembled enacts as follows:


1. There is hereby imposed and levied a water user charge against the owner or occupier of land or real property whose property is connected to the water system. The Clerk shall classify each consumer in accordance with the categories set out in Schedule "A", attached to and forming part of this bylaw.
2. The rate shall be due and payable tri-monthly at the office of the Collector, Municipal Office, on the last day of the three month period beginning with March 31st of each year.
3. In the case of a connection being made during the year, the charge imposed shall begin with the month during which the final inspection of the water connection was made. If the final inspection is done on or before the 15th day of the month then the full monthly rate shall be charged. Otherwise the charge shall be one-half of the monthly charge.
4. Any rate remaining unpaid on the thirty first day of December shall be deemed to be taxes in arrears on the property concerned and shall be forthwith entered on the real property tax roll by the Collector as taxes in arrears.
5. This bylaw shall be in effect from the date of adoption and shall remain in force until repealed or amended.
6. The Village of Port Clements "Water Rates Bylaw No. 243, 1993" is hereby repealed.

C1-3


7. This bylaw shall be cited as the "Village of Port Clements Water Rates Bylaw No. 339, 2004".

Read a first time this 5th day of July, 2004.
Read a second time this 5th day of July, 2004.
Read a third time this 5th day of July, 2004.

Reconsidered and finally adopted this 19th day of July, 2004.



Dale Lore, Mayor



Dana Schmidt, Clerk/Treasurer

SCHEDULE "A"

Attached to and forming part of Bylaw No. 339

User Rate Categories:	Rate/Month
1. Single Family Residence	\$ 18.00
2. Duplex / Apartments / Suites	
Up to and including Five (5) units per property	
Each Unit	\$ 18.00
Six (6) or more units per property	
Each Unit	\$ 12.00
3. Hotels / Motels, Lodging Houses, B&Bs etc.	
Each sleeping unit	\$ 3.50
Unit with Kitchen	\$ 4.75
4. Cafes / Restaurants	
Up to 20 seats capacity	\$ 27.50
Each additional five seats	\$ 3.50
5. Commercial / Rental Establishment	
Including but not limited to: garage / service	
Station, retail store, hair salon	
Each washroom	\$ 18.00
6. Schools, each classroom	\$ 18.00
7. Hospitals / Clinics, each bed	\$ 3.50
8. Mobile Home Park, each rental unit	\$ 18.00
9. Church	\$ 18.00
10. Laundromat, each washing machine	\$ 18.00
11. Industrial Use	
Fish Processing – max. 2" service	\$ 41.50
Other Manufacturing – max. 1" service	\$ 27.50
12. Liquor Primary Establishments	
(Pubs, Beer Parlours, Lounge, Club)	
up to 20 seats capacity	\$ 27.50
each additional 10 seats	\$ 3.50
13. Any other use not listed above	\$ 18.00

6-3

VILLAGE OF PORT CLEMENTS

BYLAW NO. 340

A bylaw to provide for the imposition of a charge against the owner or occupiers of real property for the use of the sewerage system of the Municipality.

The Council of the Village of Port Clements, in open meeting assembled enacts as follows:

1. There is hereby imposed and levied a sewer user charge against the owner or occupier of land or real property whose property is connected to the sewer system. The Clerk shall classify each consumer in accordance with the categories set out in Schedule "A", attached to and forming part of this bylaw.
2. The rate shall be due and payable tri-monthly at the office of the Collector, Municipal Office, on the last day of the three month period beginning with March 31st of each year.
3. In the case of a connection being made during the year, the charge imposed shall begin with the month during which the final inspection of the sewer connection was made. If the final inspection is done on or before the 15th day of the month then the full monthly rate shall be charged. Otherwise the charge shall be one-half of the monthly charge.
4. Any rate remaining unpaid on the thirty first day of December shall be deemed to be taxes in arrears on the property concerned and shall be forthwith entered on the real property tax roll by the Collector as taxes in arrears.
5. This bylaw shall be in effect from the date of adoption and shall remain in force until repealed or amended.
6. The Village of Port Clements "Sewer Rates Bylaw No. 236, 1992" is hereby repealed.

5-1

SCHEDULE "A"

Attached to and forming part of Bylaw No. 340

User Rate Categories:	Rate/Month
1. Single Family Residence	\$ 11.00
2. Duplex / Apartments / Suites	
Up to and including Five (5) units per property	
Each Unit	\$ 11.00
Six (6) or more units per property	
Each Unit	\$ 7.50
3. Hotels / Motels, Lodging Houses, B&Bs etc.	
Each sleeping unit	\$ 3.00
Each unit with kitchen facility	\$ 4.00
4. Cafes / Restaurants	
Up to 20 seats capacity	\$ 17.00
Each additional five seats	\$ 2.25
5. Commercial / Rental Establishment	
Including but not limited to: garage / service	
Station, retail store, hair salon	
Each washroom	\$ 11.00
6. Schools, each classroom	\$ 11.00
7. Hospitals / Clinics, each bed	\$ 3.00
8. Mobile Home Park, each rental unit	\$ 11.00
9. Church	\$ 11.00
10. Laundromat, each washing machine	\$ 11.00
11. Industrial Use	
Fish Processing – max. 2" service	\$ 28.00
Other Manufacturing – max 1" service	\$ 13.00
12. Liquor Primary Establishments	
(Pubs, Beer Parlours, Lounge, Club)	
up to 20 seats capacity	\$ 17.00
each additional 10 seats	\$ 2.25
13. Any other use not listed above	\$ 11.00

G-1

VILLAGE OF PORT CLEMENTS

BYLAW NO. 349, 2005

A Bylaw to Establish the Port Clements Economic Development Advisory Committee

WHEREAS section 142 of the Community Charter empowers the Council to establish a select committee to consider or inquire into any matter and to report its findings and opinion to Council;

AND WHEREAS the Council for the Village of Port Clements desires to promote, expand and enhance the economic development of the Village of Port Clements.

NOW THEREFORE the Council for the Village of Port Clements in open meeting assembled enacts as follows:

INTERPRETATION:

1. "**Committee**" shall mean and include the Port Clements Economic Development Advisory Committee;
"**Council**" shall mean the Village of Port Clements;
"**Village**" shall mean the Corporation of the Village of Port Clements;
"**Province**" shall mean the Province of British Columbia.
2. There is hereby established a select committee to be known as the Port Clements Economic Development Advisory Committee whose purpose is to research and make recommendations to Council on all matters which relate to business development, forestry, fisheries, value-added, industrial and other related economic development issues.
3. The Committee shall be appointed by resolution at a duly constituted Council meeting, and shall be comprised of:
 - a) One member from Council who will act as liaison with Council
 - b) A minimum of 4 citizens of municipal voting age from within the Village of Port Clements.
4. All members shall remain members of the Committee until the Municipal General Election is held, at which time, the existing Committee members' names may be submitted to Council for re-appointment to another 3-year term.

G-3

5. If, without good reason, any member of the Committee is absent from three (3) consecutive regular meetings the Council may, upon a recommendation of the Committee, remove the member from the Committee.
6. The Council may remove any member of the Committee for malfeasance or any breach of legal trust.
7. Annually, during the month of January, the Committee shall hold a meeting at which a chair, vice-chair and secretary shall be selected from the voting members. Any member of the Committee shall be eligible to be selected for these positions.
8. Regular meetings of the Committee shall be held once a month, at a time set by resolution of the Committee, and special or workshop meetings will be held when necessary.
9. A quorum for regular, special or workshop meetings of the Committee shall be three (3) members, one of whom shall be the chair or vice-chair.
10. Regular monthly meeting procedures shall be conducted in accordance with the Village of Port Clements Procedures Bylaw No. 336, 2004.
11. Proceedings of the regular monthly meetings shall be recorded and a copy of the Minutes forwarded to Council for their information. Recommendations of the Committee on a matter for adoption by Council are not to be made public until approved by Council.
12. All expenditures must be approved by a Committee resolution with purchases to be recorded and actioned by a Village purchase order. Upon this resolution, the Village will ensure that the matter is dealt with in a timely manner.
13. Neither the Committee nor any member thereof, shall have the power to pledge the credit of the Village in connection with any matters whatsoever, nor shall the Committee nor any member thereof have any power to authorize any expenditure to be charged against the Village.
14. Annually, before the 31st of December, the Committee shall submit to Council a budget showing expenditures proposed to be made by the Committee during the next fiscal year.
15. The Port Clements Economic Development Advisory Committee Bylaw No. 307, 2000 is hereby repealed.

5-

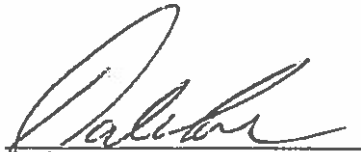
16. This Bylaw may be cited as the "Port Clements Economic Development Advisory Committee Bylaw No. 349".

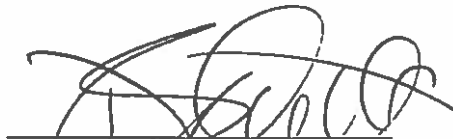
Read a first time, this 16th Day of May, 2005.

Read a second time, this 16th Day of May, 2005.

Read a third time, this 16th Day of May, 2005.

Reconsidered and finally adopted this 6th Day of June, 2005.



Mayor

Clerk/Treasurer

**VILLAGE OF PORT CLEMENTS
BY LAW # 357, 2007**

**A Bylaw to Amend Schedule "A" Building Permit Fees of
Bylaw No. 37, 1979 a Bylaw for the Administration
and Enforcement of the Building Code**

WHEREAS, the *Community Charter* authorizes Council to impose a fee payable in respect of:

- (a) all or part of a service of the municipality, or
- (b) the use of a municipal property, or
- (c) exercise authority to regulate, prohibit or impose requirements

WHEREAS, the Village of Port Clements has not implemented new Building Permit Fees since 1979.

NOW THEREFORE the Council of the Village of Port Clements, in open meeting assembled enacts as follows:

1. This Bylaw may be cited as "Building Permit Fees Schedule "A" Amendment Bylaw No. 357, 2007.
2. Bylaw No. 37 "A bylaw for the Administration and enforcement of the building code Schedule 'A' schedule of building permits and fees" is repealed and the following is substituted therefore as Schedule "A" Building Permit Fees to the Port Clements Bylaw for the Administration and Enforcement of the Building Code Bylaw No. 37, 1979.

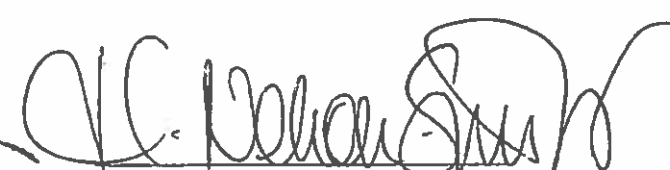
READ A FIRST TIME THIS 19th DAY OF FEBRUARY, 2007

READ A SECOND TIME THIS 19th DAY OF FEBRUARY, 2007

READ A THIRD TIME THIS 19th DAY OF FEBRUARY, 2007

RECONSIDERED AND FINALLY ADOPTED THIS 26th OF FEBRUARY, 2007


Cory Delyes,
Mayor


Heather Nelson-Smith,
Acting CAO

6-3

Schedule A- Schedule of Building Permit Fees

1.	New Residential Buildings	
	(a) Single and Multi-family Dwellings:	
	Total useable floor space up to 1000 sq ft (93 sq m)	\$150.00
	Total useable floor space over 1000 sq ft (93 sq m)	
	Each additional 100 sq ft (9sq m)	10.00
	(b) Factory Built Units:	
	Single wide mobile unit	150.00
	Double wide unit	200.00
	Modular units-first unit	150.00
	Each additional unit	50.00
	(c) Buildings Accessory to Residential Unit:	
	Total useable floor space up to 1000 sq ft (93 sq m)	50.00
	Total useable floor space over 1000 sq ft (93 sq m)	
	Each additional 100 sq ft (9sq m)	5.00
2.	New Commercial Buildings and Buildings not Specifically Included in Section 1 Above	
	(a) Single and Multi-use Buildings:	
	Total useable floor space up to 1000 sq ft (93 sq m)	\$150.00
	Total useable floor space over 1000 sq ft (93 sq m)	
	Each additional 100 sq ft (9sq m)	10.00
	(b) Factory Built Units:	
	Single wide mobile unit	150.00
	Double wide unit	200.00
	Modular units-first unit	150.00
	Each additional unit	50.00
	(c) Buildings Accessory to Residential Unit:	
	Total useable floor space up to 1000 sq ft (93 sq m)	50.00
	Total useable floor space over 1000 sq ft (93 sq m)	
	Each additional 100 sq ft (9sq m)	5.00
3.	Additions	
	To all units listed in sections 1 and 2 above.	
	Total useable floor space up to 100 sq ft (9 sq m)	50.00
	Total useable floor space over to 100 sq ft (9 sq m)	
	Each additional 100 sq ft (9 sq m)	5.00
4.	Renovations and Repairs	
	Value up to \$1000.00	50.00
	Value over \$1000.00 – each additional \$1000.00	5.00
5.	Renewal Fee- for permits previously issued	75.00
6.	Moving Fee (All Units Excluding 1B & 2B)	50.00
7.	Demolition Fee – for all units	50.00
8.	Additional Inspections	35.00/ph

6-5

**VILLAGE OF PORT CLEMENTS
BYLAW NO. 362
BUILDING BYLAW**

WHEREAS section 8(3)(l) of the Community Charter provides that a municipal Council may by bylaw regulate, prohibit and impose requirements in relation to buildings and other structures.

AND WHEREAS section 2(2) of the Buildings and Other Structures Bylaws Regulation, B.C. Reg. 86/2004 provides that a municipal Council may, for the purposes of section 9(4)(a) and (b) of the Community Charter, adopt a bylaw that establishes standards for the construction, alteration, repair and demolition of certain buildings or structures, subject to the restriction that the Bylaw may not establish standards that are additional to or different from the standards established by the British Columbia Building Code

AND WHEREAS Council for the Village of Port Clements wishes to provide for the application of the British Columbia Building Code to the design, construction and occupancy of all buildings throughout the Village.

AND WHEREAS Council intends that the owner of land on which a building is constructed shall be solely responsible to ensure that the design, construction and occupancy of that owner's building is in conformity with the provisions of the Village of Port Clements Zoning Bylaw No. 184, as amended or replaced from time to time.

NOW, THEREFORE, the Council of the Village of Port Clements, in open meeting assembled enacts as follows:

Title

1. This Bylaw may be cited as the "Building Bylaw, No. 362".

Definitions

2. In this Bylaw:

(a) "Building" and "owner" have the meaning set out in section 1.4 of Division A - Part 1 of the British Columbia Building Code 2006.

(b) "Building Code" means the British Columbia Building Code 2006 as adopted by the Minister pursuant to section 692(1) of the Local Government Act, as amended or re-enacted for time to time.

Application of Building Code

3. The design, construction and occupancy of all buildings within the Village must conform to the provisions of the Building Code.

5.

Responsibilities of Owner

4. It is the full and sole responsibility of the owner to ensure that the design, construction and occupancy of that owner's building is in compliance with the Building Code.

5. The owner must provide at least forty-eight (48) hours advance notice in writing, to the Village before commencing any construction, or changing the occupancy of a building, where the construction or change in occupancy is subject to the Building Code. The notice required under this Bylaw must be in the form set out in Appendix A attached to and forming part of this Bylaw.

Offence

6. Every person who contravenes a provision of this Bylaw commits an offence punishable on summary conviction and shall be liable to a fine of not more than ten thousand (\$10,000.00) dollars.

7. The penalties imposed under this Bylaw shall be in addition to and not in substitution for any other penalty or remedy imposed by any enactment.

8. If any offence continues for more than one day, separate fines, each not exceeding the maximum for that offence, may be imposed for each day during which the contravention occurs or continues.

Repeal


9. The Building Bylaw No. 37, 1976, as amended, is repealed.

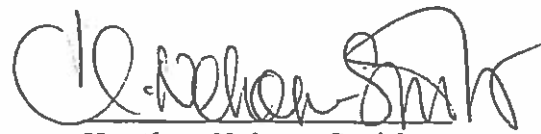
READ A FIRST TIME THIS 17th DAY OF DECEMBER, 2007

READ A SECOND TIME THIS 17th DAY OF DECEMBER, 2007

READ A THIRD TIME THIS 7th DAY OF JANUARY, 2008

RECONSIDERED AND FINALLY ADOPTED THIS 21st DAY OF JANUARY, 2008


Cory Delves,
Mayor


Heather Nelson-Smith,
Interim Administrator

Certified to be a true copy of Bylaw
No. 362

Gr-

Appendix "A" attached to and forming part of By-Law #362

Notice of Intention to Construct or to Change the Occupancy of a Building within the Village of Port Clements.

Owner: _____

Address: _____

Legal Description of Property: _____

Intended use of Building: _____

Zone in which property located: _____

Administrator Comments:

Acknowledgment

I/We the undersigned, hereby acknowledge my/our responsibility to abide by the requirements of the Village of Port Clements Building By Law #362 in relation to any construction on the above mentioned property, and to fully comply with the construction standards of the Building Code. I/We also understand that the Village of Port Clements will not be responsible for providing a Building Inspector to inspect the construction at any stage or to review my building plans for compliance with the Building Code, and that as the owner it is my full and sole responsibility to ensure that the design, construction and occupancy of the building is in compliance with the Building Code. I/we further understand that failure to comply with the above provisions may result in legal enforcement proceedings, and may result in a fine as set out in By Law #362.

Owner

Administrator

G-3

THE VILLAGE OF PORT CLEMENTS

BYLAW NO. 379

A bylaw of the Village of Port Clements to Amend the Official Community Plan No. 140, 1984

WHEREAS the Village of Port Clements is concerned about the effects of climate change on the community and has signed onto the BC Climate Action Charter;

AND WHEREAS in 2008 the Province of BC enacted Bill 27, the Local Government (Green Communities) Statutes Act requiring local governments to incorporate greenhouse gas emission reduction targets, policies and action plans into their official community plans by May 31, 2010;

AND WHEREAS section 877(3) of the Local Government Act requires official community plans to include targets for the reduction of greenhouse gas emissions and policies and actions proposed with respect to achieving those targets;

NOW THEREFORE, the Council of the Village of Port Clements in open meeting assembled enact as follows:

1. This bylaw may be cited as Bylaw No 379, A Bylaw to Amend the Village of Port Clements Official Community Plan:
2. The Village of Port Clements Action Plan for the reduction of greenhouse gas emissions is as follows:
 - i) Create an anti-idle policy to encourage idling vehicles to shut off their engines around Municipal buildings and encourage business owners in the Village to ban idling vehicles around their buildings.
 - ii) Plant trees throughout the community using grant funding.
 - iii) Reduce the number of Municipal buildings by building multi-purpose buildings and retrofit other Municipal buildings for energy efficiency.
 - iv) Upgrade water and waste water treatments.
 - v) Utilize technology by emailing co-workers rather than printing documents in an action to reduce the amount of paper being used.
 - vi) Use recycled paper if printing is a necessity.
 - vii) Ban bottled water from Municipal buildings and make water coolers available.
 - viii) Use ceramic cups and dishes, and reusable silverware whenever possible.
 - ix) Implement a "lights off" policy to ensure that all users and employees in Municipal buildings turn the light, heat and any other electronics off in rooms that they are not in.
 - x) Encourage car-pooling to work for Municipal employees and meetings.

3. The Village of Port Clements goals for the future greenhouse gas reduction are as follows:

- i) Upgrade filing system to reduce amount of paper.
- ii) Purchase laptops for each Council member for paperless agendas.
- iii) Teleconferencing and videoconferencing to reduce greenhouse gas from vehicles.
- iv) Create new building policies with energy efficiency aims at reducing greenhouse gases.
- v) Ensure that all contractors and suppliers working on behalf of the Village comply with all Municipal, Provincial, and Federal standards in regards to the environment.

4. The Village of Port Clements roles for the residential and commercial zones are as follows:

- i) Assist residents and businesses through the use of grants to upgrade homes and buildings for energy efficiency.
- ii) Encourage installing low flow toilets within residential and commercial buildings.
- iii) Install water metres on all properties to monitor water consumption.
- iv) Work with the Skeena Queen Charlotte Regional District to encourage recycling, reducing landfill usage.
- v) Encourage residential energy assessments in conjunction with BC Hydro.

READ A FIRST TIME THIS 19TH DAY OF APRIL, 2010.

PUBLIC HEARING HELD THIS 3rd DAY OF May, 2010

READ A SECOND TIME THIS 3rd DAY OF May, 2010.

READ A THIRD TIME THIS 3rd DAY OF May, 2010.

ADOPTED THIS 17th DAY OF May, 2010.



CORY DELVES
MAYOR



HEATHER NELSON-SMITH
CLERK/TREASURER

6-3



The Village of
PORT CLEMENTS
"Gateway to the Wilderness"
REPORT TO COUNCIL

36 Cedar Avenue West
 PO Box 198
 Port Clements, BC
 V0T1R0
 OFFICE : 250-557-4295
 Public Works : 250-557-4326
 FAX : 250-557-4568
 Email : office@portclements.ca
 Web : www.portclements.ca

Author: Elsie Lemke, Interim CAO
 Date: October 18th, 2021
 RE: Community Reengagement – Action Item A3

BACKGROUND:

At the July 12th, 2021, Regular Council Meeting, Council passed a resolution directing staff to present three options to reengage the community for the purpose of sharing information and facilitating greater interest in municipal affairs.

DISCUSSION:

Community engagement is often referred to as a process, not a project. This refers to the fact that it is an ongoing commitment to inviting community members to be aware of and involved in the decisions being made that affect their daily lives and environments.

Community engagement can be best considered as a continuum, depending on the level of public participation desired. The table below shows how the least amount of public input into decision-making involves primarily information sharing. As we move from the top to the bottom, citizens will feel more empowered, with a sense of ownership over decision making.

	<u>Purpose</u>	<u>Tactics</u>
INFORM	"Here's what's happening."	Website/FaceBook Live-streamed Council Fact Sheet Newsletters
CONSULT	"Here are some options – What do you think?"	Meetings Open House Survey
INVOLVE	"Here's a problem – what Ideas do you have?"	Charrette Workshop Dialogue
COLLABORATE	"Let's work together to Solve this problem."	Community Advisory Committee Consensus Building Co-Design
EMPOWER	"You care about this issue and are leading an initiative – how can we support you?"	Task Force Referendum Delegate Decision

01-44

There are three options listed for each type of engagement. Council can determine what level of engagement is appropriate, depending on the situation. No doubt many of these have already been used in Port Clements, with varying degrees of success.

With the recent loss of a community newspaper, Council may wish to initially get more information sharing underway. Producing highlights of Council meeting decisions after each regular meeting, and posting on our social media page, as well as posting a paper copy at the local post office could be implemented without significant additional investment of resources.

Another example is inviting engagement with the public on the Strategic Plan update that will get underway shortly. Council can consider what level of engagement they may wish to undertake, using the table above as a guide.

Recommendation: Consider passing a resolution directing staff to prepare Council highlights after each regular meeting and post on appropriate social media and at local Post Office; and further
Consider passing a resolution to discuss further engagement strategies at the upcoming Strategic Planning meeting.

CONCLUSION:

STRATEGIC	(Guiding Documents Relevancy – Village Policies) Improving community wellbeing and offering services that benefit the community, that enhance the living experience in Port Clements, are identified as objectives in the OCP.
FINANCIAL	(Corporate Budget Impact) Will depend on the level and type of engagement involved.
ADMINISTRATIVE	(Workload Impact and Consequence) Administrative time reviewing reengagement strategies; further financial and staff resources will depend on type of engagement.

Respectfully submitted:



Elsie Lemke, Interim CAO



The Village of
PORT CLEMENTS
"Gateway to the Wilderness"
REPORT TO COUNCIL

36 Cedar Avenue West
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V0T1R0
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Public Works : 250-557-4326
FAX : 250-557-4568
Email : office@portclements.ca
Web : www.portclements.ca

Author: Elizabeth Cumming, Deputy Clerk

Date: October 18, 2021

RE: Scheduling Strategic Plan Update Session

BACKGROUND:

At the October 4th, 2021, Regular council Meeting Council identified that it would like to look at setting dates for a Strategic Planning Update session at the next Council Meeting, October 18th, 2021.

DISCUSSION:

In previous years Strategic Planning was an annual activity to set up a one-year strategic plan, and every year the process would start from scratch to create a new plan for the new year. At the beginning of 2021, Council changed this format and adopted a 5-year Strategic Plan, 2021 – 2025.

The strategic planning session that Council would like to schedule would be intended as an update session rather than restarting from scratch. It is mainly to intend that the strategic priorities in the plan are still Council and community priorities, and to adjust the date range of listed priorities as 2021 ends (ex. to shift any outstanding 2021 priorities into 2022). The result would be to have a 5-year Strategic Plan, 2022 – 2026, which would also conveniently match the next required 5-year Financial Plan 2022-2026, that is required to be adopted next year.

It is expected that only one two-to-three hour session would be necessary for the purposes of updating a plan, however, if it is necessary to have more sessions, then that would be arranged.

Staff shared a doodle poll with Council listing a range of dates and times to schedule a strategic planning session. Response was requested to be provided by October 12th, 2021. Only two members of Council responded.

There were a variety of options possible, but the three main dates to consider based on the poll results are:

- Tuesday, November 2nd, 2021, 2:30 – 4:30 PM
- Wednesday, November 3rd, 2021, 1:00 – 3:00 PM
- Tuesday, November 9th, 2021, 2:00 – 4:00 PM

Given that there was not substantial poll feedback from Council, it may be better to repoll council with more date options/times (ex. later in the evenings or on weekends).

Staff preference would be hold a Strategic Planning session later in November, as Strategic Planning sessions do require material and information preparation to be undertaken beforehand. Preferred session times by staff would be:

- Tuesday, November 26th 1:00 PM (start)
- Wednesday, November 27th 4:30 PM (start)
- Thursday, November 28th 7:00 PM (start)

CONCLUSION:

Council needs to decide when to hold its strategic planning session.

STRATEGIC **(Guiding Documents Relevancy – Village Policies)**
The strategic plan is an essential tool for realizing municipal priorities. The Strategic Plan is intended to realize the community objects and goals, such as outlined in the Official Community Plan.

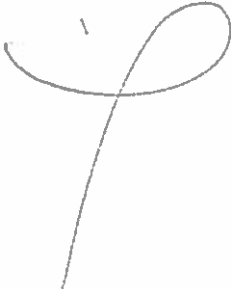
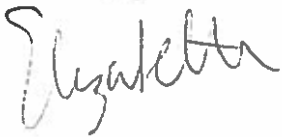
FINANCIAL **(Corporate Budget Impact)**
Strategic Priorities have financial impacts, and the strategic plan is utilized to inform annual budget development and financial plan development.

ADMINISTRATIVE **(Workload Impact and Consequence)**
Staff are involved in strategic planning to a substantial degree. Many hours or work go into preparing, running, and follow up on strategic plan development and updates. Staff also implement the strategic plans at the operational level.

Recommendation:

THAT Council sets the date and time of its strategic planning session.

Respectfully submitted:





REPORT TO COUNCIL

Author: Elsie Lemke, Chief Administrative Officer

Date: October 18, 2021

RE: Regular Report on Current Operations

BACKGROUND:

The CAO/Acting CAO updates Council at the Regular Council Meetings on current operations and challenges.

DISCUSSION:

The report is not an exhaustive list of operational activities that have occurred since the last update or are occurring, but to provide a general update and identify notable occurrences in current operations for Council.

Administration:

- Continued working with engineers and Registered Professional Forester on new sewage lagoon project.
- Reviewed Subdivision Servicing Bylaw and Policy to advise process for lot development
- Started application process for Gwaii Trust Christmas grants for Port Clements and Tlell.
- Met with Misty Isle Economic Development Society Executive Director to discuss upcoming funding opportunities.
- Prepared Community Engagement report for Council.
- Participated in tour of community and civic facilities.
- Ongoing bylaw review and prepared report/draft repeal bylaw for Council.
- New signage posted in weightroom, per legal recommendations

Finance:

- Nothing to report.

Public Works:

- Sewer lagoon project is in the hands of RPF and Engineer for the first stage of prep for logging.
- Still awaiting report from Northern Health EPO (Environmental Protection Officer/Drinking Water Officer) after recent site visit and inspection. Awaiting requirements, recommendations as well as the next step for construction permission for Well #3 project.
- Clinic/Ambulance station "flood" has been stabilized. Cause was a combination of small potable water leak in crawl space combined with groundwater intrusion. Currently having electrical/structural inspections done at request of Northern Health (clearance letters must be obtained before Northern Health will permit occupation of the clinic to resume). Electrical review is complete, structural delayed due to recent ferry cancelation. Plan is in place to excavate to base of foundation to renew/improve perimeter drainage.
- Public Work's Truck is currently off island for warranty repairs, returning in one week. Also, Public Works assistant is in the middle of two-week vacation.
- Biomass system has been fueled and commissioned for this heating season, including the use of some alternative locally sourced fuel supplied by local mill for cost of delivery. Combination of planer shavings and normal wood pellets is working well.
- First phase of street lighting install in Froese Subdivision to be completed in a week.
- Wharf lighting is being restored after last winter's damage/theft of bulbs.

Respectfully submitted:

Elsie Lemke, Chief Administrative Officer

R-1

**Village of Port Clements
Council Meeting Action Items List**

<u>Action #</u>	<u>Date</u>	<u>Description</u>	<u>Lead</u>	<u>Follow up</u>
A1	2018-09-26	Amend the Campground Bylaw fees		Still needs to be reviewed.
A2	2021-07-12	Staff to provide a report for the first meeting in September on how to improve office/public works/staff capacity with the intent to complete projects listed in the strategic plan in a more timely manner	CAO	
	2021-08-31			Postponed
A3	2021-07-12	Staff to present three options to reengage the community for the purpose of sharing information and facilitating greater interest in municipal affairs	CAO	
	2021-08-31			postponed
	2021-10-05			resumed
	2021-10-18			report presented to council.
A5	2021-09-07	Council directed staff to research into logistics/financial costs of 'quarantine/isolation' pay concept	Staff	
	2021-09-08			research begun
	2021-10-04			presentation of logistic information (confidential)
	2021-10-18			draft policy and report on increasing Sick Leave presented

A-1