



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, February 1st, 2020

AGENDA

- 1. ADOPT AGENDA**
- 2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS**
- 3. MINUTES**
M-1—January 12th, 2021 Regular Council Meeting Minutes
M-2—January 20th, 2021 Special Council Meeting Minutes
- 4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS**
BA-1— Rise & Report – In-Camera Council Meeting January 12th, 2021:
 - o Council is entering into an agreement with Northwest Hydraulic Consultants Ltd for the provision of consulting services to undertake the Haida Gwaii Coastal Erosion Study project
 - o Council supports the application to Northern Development Initiative Trust (NDIT) 2021 Grant Writer Support Program and 2021 Economic Capacity Building Program
 - o Council has established an Ad-Hock CAO Hiring Committee for the CAO recruitment (with Mayor Daugert, Councillor Whitney-Gould, and Councillor Falconbridge on the committee).
- 5. ORIGINAL CORRESPONDENCE**
C-1—January 22, 2021 Board Highlights - NCRD
C-2—Implementing a Province-wide Ban on Anticoagulant Rodenticides - City of North Vancouver
- 6. FINANCE**
F-1—2021 Tax Revenue for Budget – Consultant Kim Mushynsky
- 7. GOVERNMENT**
G-1— 2020 Activities Report – Vibrant Community Commission
- 8. NEW BUSINESS**
- 9. REPORTS & DISCUSSIONS**
R-1—Regular Report on Current Operations – Elizabeth Cumming, Acting CAO
R-2—Vibrant Community Commission – Verbal – Chair Kelly Whitney-Gould
- 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;
 - (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act;
- 13. ADJOURNMENT**



The Village of
PORT CLEMENTS
"Gateway to the Wilderness"

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

Minutes of the Regular Meeting of Council, Tuesday, January 12th, 2020

Present:

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

Acting CAO Elizabeth Cumming
Consultant Lori Wiedeman

Members of the Public and Press: Dawn Ryland (by zoom)

Meeting Called to Order at 7:02 PM

Mayor Daugert: I call to order this meeting of the Council of the Village of Port Clements being held on the traditional territory of the Haida People.

1. ADOPT AGENDA

2021-01-001-Moved by Councillor Falconbridge, seconded by Councillor Cumming
THAT the January 12th, 2021 Regular Council Meeting Agenda be adopted as presented.
CARRIED

2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS

3. MINUTES

M-1—December 21st, 2020 Regular Council Meeting Minutes
2021-01-002-Moved by Councillor Falconbridge, seconded by Councillor Cumming
THAT the December 21st, 2020 Regular Council Meeting Minutes be adopted as presented.
CARRIED

M-2—December 23rd, 2020 Special Council Meeting Minutes

2021-01-003-Moved by Councillor Cumming, seconded by Councillor Falconbridge
THAT the December 23rd, 2020 Special Council Meeting Minutes be adopted as presented.
CARRIED

4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS

5. ORIGINAL CORRESPONDENCE

C-1—VIRL Executive Director Retirement - VIRL
2021-01-004-Moved by Councillor Cumming, seconded by Councillor Falconbridge
THAT the VIRL Executive Director Retirement notice from VIRL be received.
CARRIED

M-1

C-2—Request to make Motion- City of Kamloops

2021-01-005-Moved by Councillor Falconbridge, seconded by Councillor Whitney-Gould THAT the Request for Council to make a motion from the City of Kamloops be received.

CARRIED

C-3—Manzinita Snow Housing Questions

2021-01-006-Moved by Councillor Falconbridge, seconded by Councillor Whitney-Gould THAT the Manzanita Snow Housing Questions and staff report be received.

CARRIED

6. FINANCE

7. GOVERNMENT

G-1—Cemetery-- Consultant Kim Mushynsky

2021-01-007-Moved by Councillor Cumming, seconded by Councillor Falconbridge THAT Council receives the Cemetery report from Consultant Kim Mushynsky.

CARRIED

8. NEW BUSINESS

9. REPORTS & DISCUSSIONS

R-1—Regular Report on Current Operations – Elizabeth Cumming, Acting CAO

2021-01-008-Moved by Councillor Falconbridge, seconded by Councillor Whitney-Gould THAT the Regular Report on Current Operations from Acting CAO Cumming be received.

CARRIED

R-2—4th Quarter 2020 Grants Report – Andrew Hudson, Grant Writer

2021-01-009-Moved by Councillor Cumming, seconded by Councillor Falconbridge THAT the 4th Quarter 2020 Grants Report from Grant Writer Andrew Hudson be received.

CARRIED

Mayor Daugert: Since the December 21st, 2020 Regular Council Meeting he attended a special meeting to ratify the budget amendments bylaw, several strategic planning meetings, and council business in the interim.

Councillor Cumming: Nothing to report in addition to the attended Council Meetings.

Councillor Falconbridge: Attended special meetings on the 23rd & 29th of December, Strategic Planning on JanJanuary 4th, 2021. Halibut update – one box to school, one to seniors and one to fire hall. One person left who did not get their package and will be delivered this week. Ambulance – Port Clements had half of their call (on average 1 call per day), half of the calls were going to Masset as they do not have enough paramedics. We might have two in Port and one in Masset. Would like to have congratulations letter/recognition from Council to retiring paramedic Don Smillie. The storm clean up was great, but there are still trees down on lines.

Councillor Gould: nothing to report

Councillor Whitney-Gould: Council meetings attended, have to submit an Activity Report for the Vibrant Community Commission and am aiming to submit it on Friday as required. Had a good meeting with Acting CAO & Consultants on Vibrant Community Commission on plans forwards with Commission. Tentatively have meeting scheduled on 20th for the Commission, once she has the approval she will report back to Council at that time.

2021-01-010-Moved by Councillor Whitney-Gould, seconded by Councillor Cumming
THAT verbal reports from Council be received.

CARRIED

10. ACTION ITEMS

A-1- Action Items List

11. QUESTIONS FROM THE PUBLIC & PRESS

12. IN-CAMERA

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

- (c) labour relations or other employee relations;
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act;

2021-01-011-Moved by Councillor Falconbridge, seconded by Councillor Cumming
THAT the meeting moves in camera as per 90(1) section (c), (i) & (j) of the *Community Charter* at 7:30 PM.

CARRIED

13. ADJOURNMENT

2021-01-012-Moved by Councillor Cumming
THAT the meeting be adjourned at 8:51 PM.

CARRIED

Mayor Doug Daugert

Acting CAO Elizabeth Cumming



The Village of
PORT CLEMENTS
"Gateway to the Wilderness"

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

Minutes of the Special Meeting of Council, Wednesday, January 20th, 2020

Present:

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

Acting CAO Elizabeth Cumming

Regrets Councillor Ian Gould

Members of the Public and Press: none present

Meeting Called to Order at 1:00 PM

Mayor Daugert: I call to order this meeting of the Council of the Village of Port Clements being held on the traditional territory of the Haida People.

1. **ADOPT AGENDA**
2021-01-013-Moved by Councillor Cumming, seconded by Councillor Whitney-Gould
THAT the January 20th, 2021 Special Council Meeting Agenda be adopted as presented.
CARRIED

2. **GOVERNMENT**
G-1—Joint Letter of Support to Vaccination Planning Table
2021-01-014—Moved by Councillor Cumming, seconded by Councillor Falconbridge
THAT Council supports the proposed letter to the Vaccination Planning Table.
CARRIED

3. **ADJOURNMENT**
2021-01-015-Moved by Councillor Cumming
THAT the meeting be adjourned at 1:08 PM.
CARRIED

Mayor Doug Daugert

Acting CAO Elizabeth Cumming

M-2

Board Highlights

January 22, 2021

Board Business:

1. The Board received a delegation from the Ministry of Transportation and Infrastructure staff regarding erosion concerns on Haida Gwaii.
2. The Board received a delegation from the Tlell Community Association regarding Fibre Connectivity solutions for the unserved and underserved communities on Haida Gwaii.
3. The Board resolved to provide feedback in support of the proposed name change of geographical features on Haida Gwaii.
4. The Board resolved to send correspondence to the BC Utilities Commission to support the Cariboo Regional District's request regarding the BC Hydro Streetlighting Rate Increase and Termination of Private Light Systems.
5. The Board scheduled the Parcel Tax Roll Review Panel meeting for February 19th, 2021 at 6:45 P.M. to review the Sandspit Water Parcel Tax Roll.
6. The Board adopted the *Revenue Anticipation Borrowing Bylaw No. 670, 2021*.
7. The Board resolved to submit an application to the 2021 Community Emergency Preparedness Program to apply for funding to develop flood mitigation plans for Sandspit and Tlell.
8. The Board resolved to support the signing of the Haida Gwaii Protocol Table's joint letter Advocating for Unified Vaccination on Haida Gwaii.
9. On January 23rd, 2021 the Board held its Round 1 Budget meeting to consider the NCRD's 2021-2025 Five-Year Financial Plan. The Round 2 Budget Meeting is scheduled for February 20th, 2021 at 10:00 A.M. To learn more about the NCRD's financial planning visit to [2021-2025 NCRD Financial Plan Consultation](#) webpage.

For complete details of NCRD Board meetings, the Agenda and Minutes are posted online at www.ncrdbc.com.



January 11, 2021

Hon. George Heyman, Minister of Environment and Climate Change Strategy and
Minister responsible for Translink

Sent VIA email ENV.Minister@gov.bc.ca

Dear Minister Heyman:

Re: Implementing a Province-wide Ban on Anticoagulant Rodenticides

As Mayor of the City of North Vancouver and on behalf of Council, I want to congratulate you on your recent re-election and appointment to the Executive Council.

Despite the ongoing pandemic resulting from the novel coronavirus, we cannot slow down on our response to the climate emergency. I'm encouraged by your background in solutions-oriented negotiations and policy. Now more than ever we need bold, progressive action.

On the North Shore we have had several owls consume rat poison and become dangerously ill. The use of anticoagulant rodenticides poses serious threats to B.C. wildlife and ecosystems through primary and secondary poisoning of non-target species, and have the potential to harm children and pets. To address this issue locally, Council passed a motion just prior to the 2020 Provincial election to ban the use of anticoagulant rodenticides within the City of North Vancouver.

The motion contained the following active clause:

THEREFORE BE IT RESOLVED THAT the City of North Vancouver create a formal ban on the use of anticoagulant rodenticides on all municipal property and take advantage of opportunities to communicate alternative pest control methods to residents and businesses;

AND THAT Council request that the Mayor write, on behalf of Council, to the Province of BC requesting that the Province ban anticoagulant rodenticides, and that letter be shared with all other local governments in BC.

I therefore humbly request that the Province consider a B.C.-wide ban and find new ways to address the rodent population that does not threaten the wellbeing of other animals dwelling within urban areas.

I appreciate your consideration. Please contact my staff at mayor@cnv.org if you require any additional information.

Yours truly,

Mayor Linda Buchanan

c.c. Bowinn Ma, MLA North Vancouver-Lonsdale
All municipal Councils across B.C. via Clerks Departments

C-2



REPORT TO COUNCIL

Author: Kim Mushynsky
Date: January 25, 2021
RE: 2021 Tax Revenue for budget

BACKGROUND:

Once the residents have completed their Strategic Plan survey and Council has approved a Strategic Plan the office staff will need to prepare a five-year budget for adoption by Council. One of the key areas of the budget is the tax revenue from local properties.

DISCUSSION:

The Province of BC has supplied the Village of Port Clements with a grant of \$259,000 to offset extra costs and lost revenues due to COVID-19 issues. The Village has identified \$98,000 of this to be used for the 2020 yearend leaving \$161,000 to roll forward for 2021 and beyond. In 2020 the Village of Port Clements decided to reduce business tax rates to support the struggle that local businesses would be feeling due to COVID-19 related restrictions. Generally, a municipality tries to keep tax revenue in real dollars from year to year (so at minimum having an increase equal to the amount of inflation) to keep the purchasing power of the tax revenue consistent year over year. However, given the extraordinary times we are currently in, I would suggest that we use some of this grant money in 2021 to again provide relief to businesses and in addition provide a small reduction for residents as well, acknowledging that families have also suffered financial loss due to COVID-19.

CONCLUSION:

Tax revenue from business for 2020 was \$41,243 and from residential properties \$72,806. For comparison, in 2019 the revenue from business was \$58,090 and \$72,719 from residential properties. For 2021 we propose that we set our tax rates to receive approximately \$42,000 from business and \$60,000 from residential properties. With COLA factored in this means that we are reducing our 2021 property tax revenue by approximately \$32,000 which we will use from the COVID-19 restart grant.

IMPLICATIONS:

STRATEGIC	Strategically this decision supports “improving livability and revitalizing the economy” in Port Clements during these tough times.
FINANCIAL	This decision will result in a loss of tax revenue for the Municipality. However, that loss can be recouped through the COVID-19 restart grant so there would be a net zero financial impact for this decision.
ADMINISTRATIVE	This decision will not have any impact on the office. The amount of time taken to set the tax rate and create tax bills is not changed by the strategic decisions on what revenue the Village wishes to receive.

F-1

RECOMMENDATIONS

Given that we will need to utilize the COVID-19 restart grant or potentially refund the unused portion at some point in the future; and given that there are some limitations as to what this grant can be used for; therefore, it is my recommendation that we use a portion of these funds to provide some financial relief to residents and businesses in Port Clements.

One cautionary piece of advice regarding this decision, we will want to include a letter with our tax notices advising residents of what we have done. The reason for this is that at some point (probably 2023) we will need to raise taxes and the increase will feel substantial given one or two years of reduced taxes. When that happens residents may complain so notifying them well in advance as to the decisions made by Council will hopefully mitigate some of that.

Respectfully submitted:

Kim Mushynsky

F-1



REPORT TO COUNCIL

Author: Elizabeth Cumming, Acting CAO

Date: January 26, 2021

RE: 2020 Activities Report – Vibrant Community Commission

BACKGROUND:

Per the *Vibrant Community Commission Bylaw #457, 2020*, the Vibrant Community Commission must submit an annual report for the previous year's activities for Council consideration.

DISCUSSION:

The Vibrant Community Commission has submitted its 2020 Activities Report to the Acting CAO before the required January 15th, 2021.

The Acting CAO confirms that the document is in a satisfactory form.

IMPLICATIONS:

STRATEGIC

(Guiding Documents Relevancy – Strategic Plan, Official Community Plan)

The Commission is required by bylaw to provide an Annual Activities Report to Council, and it has fulfilled its bylaw requirement with this submission.

FINANCIAL

(Corporate Budget Impact)

No financial impact.

ADMINISTRATIVE

(Policy/Procedure Relevancy, Workload Impact and Consequence)

Minor administrative time is spent reviewing the document and determining if it is in satisfactory form as required by bylaw. The Annual Activities Report is also useful when it comes to the preparation of the Village's 2020 Annual Report as it provides the information regarding the Commission's activities that year.

CONCLUSION:

Consideration on the report is required from Council. Council can accept the report or reject it.

Recommended motion:

THAT Council accepts the Vibrant Community Commission's 2020 Activities Report as presented.

Respectfully submitted:

Elizabeth Cumming, Acting CAO

Vibrant Community Commission Bylaw #457, 2020 Activities Report (January 10, 2020)

Bylaw Established

Pursuant to Section 8.3, the following “report of the previous year activities” has been prepared and approved by the Vibrant Community Commission.

The Vibrant Community Commission was established on 6th April 2020 in relation to a proposal submitted and subsequently approved by the Council of the Village of Port Clements. The purpose of the proposal, entitled *Port Clements: Project Proposal*, was to seek “the support of the Misty Islands Economic Development Society (MIEDS) to hire a part-time tourism advocate for the community.”¹

Key Objectives

The noted objectives were to 1) increase the number of available amenities, 2) improve visitor related infrastructure, 3) undertake targeted beautification projects, and 4, undertake strategic planning to support development (See page 3).

Key Initiatives

Linked to this proposal, which was approved by Council, were the following key initiatives:

- Hire the Tourism Advocate Position
- Re-open St. Marks Gift & Gallery
- Undertake tourism marketing
- Complete three beautification projects

As approved by Council, the organization and implementation of initiative would be carried out as follows (See page 4):

Operational Overview

The Village of Port Clements would administer the grant funding required to contract with a locally sourced tourism advocate who would be responsible for carrying out targeted tourism related initiatives within the community. Operational funding for this initiative was sought from the Gwaii Trust, Vibrant Communities Fund and flowed through to MIEDS, who would retain a percentage of the funding to cover their internal administrative costs. The proposed projects would be developed and supported through the efforts of the Port Clements Vibrant Community Tourism Commission. This arrangement has not yet been confirmed due to covid-19 and the need to extend/amend the funding agreement.

¹ MIEDS is responsible for supporting economic development on behalf of the Village of Port Clements and other island communities.

GT-1

COUNCIL APPROVAL of the proposal was obtained sometime in February 2020 followed by the completion of a funding application to the Gwaii Trust to support the hiring of a Tourism Advocate “as described in the Vibrant Community Tourism Proposal” (IC-2020-02-016). Subsequent to this, the Gwaii Trust Society approved the application in the amount of \$51,515 for the above noted projects.

Impact of Covid-19

The arrival of Covid-19 had a major negative impact on the ability of the Vibrant Community Commission to undertake its mandate as laid out in the Vibrant Community Tourism Proposal or the Gwaii Trust Grant: Port Clements Tourism Advocate. As a direct consequence of the pandemic none of the aforementioned projects were completed with the exception of establishing the noted bylaw.

The first meeting of the Vibrant Community Commission took place on the 2nd September and a second meeting on the 16th September 2020. The last meeting of 202 was held on the 14th October and 18th. The meeting scheduled for November was cancelled due to the passing of Joan Hein.

Current Status of Projects

The Vibrant Community Commission still considers the above initiative and projects as critical to supporting the long-term economic viability of the Village of Port Clements. At this time, the Commission remains in support of the following objectives to facilitate implementation:

- 1) Completion date of current Gwaii Trust Grant be extended to 1st March 2022.
- 2) MIEDs will administer the role/activities of the Tourism Advocate in consultation with the Chair, Vibrant Community Commission. [Decision Pending]
- 3) The grant budget and approved projects be adjusted to reflect the continuing negative impacts of covid-19 on the island’s tourism industry.

New Funding Initiatives

While not yet approved, the Vibrant Community Commission took on the additional role of applying for two grant opportunities to the Community Economic Recovery Infrastructure Program (CERIP) as follows:

- i. Dyson Corner Rest Stop 2020
- ii. Sunset Park Upgrade 2020

If approved, a process of community consultation will begin, and decisions will have to be made by Council if they wish the Vibrant Community Commission to take the lead in supporting the development and implementation of these projects over the next two years.

Other potential projects may be delegated to the responsibility of the Tourism Advocate on approval of Council (E.g., Golden Spruce Extension Study and Sunset Park Trail Improvements.



REPORT TO COUNCIL

Author: Elizabeth Cumming, Acting CAO

Date: January 27, 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:

- The support of the consultants continues to be extremely beneficial to administration. Strategic Planning, CAO recruitment and financial operations (grant reporting, Senior Finance Manager training, year-end) are going smoothly.
- CAO recruitment advertisement has been done on multiple platforms (Civic Info, Facebook, HG Trader, LinkedIn, etc).
- The storms and resulting power outages over the weeks caused interruption to normal Village Office operations, such as reducing available public services or interrupting Agenda preparations. Office staff remained productive by focusing on manual tasks during disruptions.
- NHC contract submitted to NHC for signing; looking to start Erosion Study Project ASAP to keep on schedule for completion in Fall 2021 (hard deadline with grant reporting).
- Protocol Table received Council's support for the letter to the Vaccination Planning Table; Unified Command expresses a Howaa for VOPC's involvement in the letter.
- 2021 Grant Writer Support Grant application submitted to NDIT; Economic Development Grant application should be submitted soon.
- Statutory Approving Officer has been handling a development and potential subdivision applications.
- Old Public Works truck being sold via closed bid, minimum accepted bid \$500. Bid submission deadline is February 12th, 2021 with bid opening occurring at February 16th, 2021 Regular Council Meeting.

Finance:

- Senior Finance Manager training under consultant continues; consultant continues to support finance activities.
- Year-end and rollover went smoothly, some aspects are ongoing (2020 invoice payments from December expenses) though they are typically wrapped up by February.
- Looking into further training opportunities for Senior Finance Manager relevant for position.
- Consultant has been handling grant activities (purchasing & reimbursement claims) – wrapping up Winter Holidays Grant, Community Events Grant, ESS Support Grant, EOC Grant, to name a few.
- Effective January 1st, 2021 the Province has centralized Home Owner Grant Applications. Home Owners submit their applications directly to the Province and not to municipal offices. Details of how this will work are still coming out and may pose challenges for this upcoming tax season.

R-1

Public Works:

- Power outage caused issue at sewer lift station. Update on sourcing part to fix issue: still looking to source part, were able to find temporary work around for part and it is working as designed for now.
- Pump maintenance and procurement is ongoing (Jasper St Lift Station as per PJ Turje; approved in 2020)
- Cleanup after storms and rehabilitation from damage continues.
- Well 3 completion plans are ongoing, working out scheduling and logistics with Double D Drilling.
- Into January icy/freezing conditions, operationally sanding/salting & working on freeze protection (pipes). New Public Works truck & its salting/sanding system is working great for these activities. Getting good feedback from public.
- Firehall improvements – painting, heat ventilation & lighting upgrades are ongoing, should be completed by Spring.
- PW Assistant has ongoing successful training in water & sewer certification. Working well in position, especially during brief Superintendent absence.
- PW involved in consulting with the statutory approving officer with potential subdivisions and developments.

EOC:

- In Port Clements there is no current cases of COVID-19, however cases in Province are still high making it high risk. There are cases in Prince Rupert, and issues with lack of self-isolation, so our risk factor is high but we are currently doing good.
- No one in Port Clements has been vaccinated yet, unless they are essential workers (medical).
- EOC is keeping up with meetings (NH Stakeholders Meeting, Unified Command) and keeping up to date on COVID-19 information. Everything is currently manageable, though on high alert.

Respectfully submitted:



Elizabeth Cumming
Acting CAO

**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>
A30	06-09-2016	Weight Room Upgrades	Administration	Questionnaire distributed on equipment use - Several Turned in. Grant Writer to look for opportunities. Ruth Bellamy & CAO toured facilities to determine what improvements should be made. Councilor Kish contacted Grant Writer about grants. She also spoke to Ruth Bellamy about equipment and removal of non-essential items. Plan to dispose of these items during free tipping day
	14-03-2019			
	16-03-2020		HG Rec	Strength-Building: The Haida Gwaii Weight Room Strategy. Applying to Community Innovation Grant to develop HG weight room strategy
	13-07-2020		VOPC	see if weightroom funding application can be expediated by the Gwaii Trust Society
	13-08-2020			Cannot be expediated. Weightroom funding application seperated between COVID-19 & upgrades, upgrades needs motion for application noting specific amount
A36	08-08-2017	Sunset Park Mgmt. Plan	Council	Review recently adopted Management plan in Nov/Dec 2017 and again in Nov/Dec 2018.
	16-04-2019			Draft plan circulated to Council for review.
	03-06-2019			Motion made to hold public hearing and then adopt Management Plan. Staff dealing with scheduling.
	31-07-2019			Requested date for Aug 20/20 - waiting for confirmation
	22-08-2019			Public Meeting held to receive comments on proposed plan and Berry Maze
A41	09 26 2018	Amend the Campground Bylaw fees		Still in Progress - Still needs to be reviewed
A46	18-11-2019	Staff to accumulate information		Staff to Accumulate all information on location of sewer lines where it impacts current land application - may not be completed & brought back until next year
A49	13-07-2020	OCP review & update information		CAO to provide more information on process for next Council Meeting
A54	11-16-2020	Tennis Court Improvement		Add to strategic planning for follow up - to make a plan to pressure wash, repaint the lines, brush the trees back, put the fencing back in place and have it ready for spring (NDIT funding may be available - \$30,000 to max of 70% of eligible project budget open on a quarterly basis).

A-1