



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, March 1st, 2020

AGENDA

1. **ADOPT AGENDA**
2. **PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS**
T-1—Opening of Bids for Old Dumbbells (minimum bid \$80. Highest bid wins)
3. **MINUTES**
M-1—February 16th, 2021 Regular Council Meeting Minutes
4. **BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS**
BA-1— Rise & Report – In-Camera Council Meeting February 16th, 2021:
 - o THAT Council has appointed Councillor Cumming and Mayor Daugert to attend the Renewable Energy Discussion and present on the Village’s green activities as requested.
5. **ORIGINAL CORRESPONDENCE**
C-1— February Board Highlights – NCRD
C-2—Confirmation of George Westwood, Haida Gwaii Funeral Service Society, exemption -- Ministry of Public Safety and Solicitor General
C-3—Provincial Park Reopening Plans 2021 – Province of BC
6. **FINANCE**
7. **GOVERNMENT**
G-1—Fiber Optic Connectivity on Haida Gwaii - Request to approve Joint Letter -- Protocol Table
8. **NEW BUSINESS**
9. **REPORTS & DISCUSSIONS**
R-1—Regular Report on Current Operations – Elizabeth Cumming, Acting 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:
 - (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act;
13. **ADJOURNMENT**



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Minutes of the Regular Meeting of Council, Tuesday, February 16th, 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

Councillor Ian Gould (regrets)

Members of the Public and Press: Emily Dance

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

2021-02-028—Moved by Councillor Falconbridge, seconded by Councillor Cumming
THAT Council adopts the February 16th, 2021 Regular Council Meeting Agenda as presented.
CARRIED

2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS

T-1—Opening of Bids for Old Public Works Truck (minimum bid \$500. Highest bid wins)

1st opened: \$1,555 EB Heavy Duty Ltd – Eli Beachy

2nd opened: \$854 Jean Mathieu Gonin

3rd opened: \$781 Benrich Contracting Ltd - James Richardson & Cheryl Bennet

Winning bid is EB Heavy Duty Ltd – Eli Beachy – with \$1,555.

3. MINUTES

M-1—February 1st, 2021 Regular Council Meeting Minutes

2021-02-029—Moved by Councillor Cumming, seconded by Councillor Falconbridge

THAT Council adopts the minutes of the February 1st, 2021 Regular Council Meeting as presented.

CARRIED

4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS

BA-1— Rise & Report – In-Camera Council Meeting February 1st, 2021:

- o THAT Council has appointed Councillor Cumming as the Village of Port Clements' representative on the Haida Gwaii Tourism Destination Development Strategy Advisory Group

5. ORIGINAL CORRESPONDENCE

C-1— January Board Highlights – North Central Local Government Association (NCLGA)

2021-02-030—Moved by Councillor Cumming, seconded by Councillor Falconbridge

THAT Council receives the January Board Highlights from NCLGA.

CARRIED

M-1

6. FINANCE

7. GOVERNMENT

G-1— Request to Attend BCEDA Summit – Mayor Daugert

2021-02-031—Moved by Councillor Cumming, seconded by Councillor Whitney-Gould
THAT Council approves Mayor Daugert’s request for funding to attend the BCEDA Summit.
CARRIED

G-2-- Rescind Motion – *2021 Tax Revenue for Budget* – Elizabeth Cumming, Acting CAO

2021-02-032—Moved by Councillor Cumming, seconded by Councillor Falconbridge
THAT Council rescinds motion 2021-02-023:

2021-02-023—Moved by Councillor Gould, seconded by Councillor Whitney-Gould

THAT Council use a portion of the COVID-19 restart grant to provide financial relief to residents and businesses in Port Clements by setting 2021 tax rates to receive approximately \$42,000 from business and \$60,000 from residential properties and covering the shortfall from normal tax collection rates with the grant.

CARRIED

G-3—Land Development Bylaws – Lori Wiedeman, Statutory Approving Officer

2021-02-033—Moved by Councillor Cumming, seconded by Councillor Whitney-Gould

THAT Council receives the report on Land Development Bylaws from Statutory Approving Officer Wiedeman.

CARRIED

2021-02-034—Moved by Councillor Cumming, seconded by Councillor Falconbridge

THAT Council approves funds up to \$5,000 for a legal review of the following Draft bylaws:

- a. Bylaw 263, 2021 – Siting and Use Permits
- b. Bylaw 264, 2021 – Subdivision, Development, Works and Services
- c. Bylaw 265, 2021 – to Establish Procedures for Processing of Land Development Applications including Amendments of an Official Community Plan Bylaw and Zoning Bylaw (and application forms).

CARRIED

2021-02-035—Moved by Councillor Cumming, seconded by Councillor Falconbridge

THAT Council directs staff to develop a reasonable, practical and achievable COVID-19 safe plan and budget for a public consultation process to update the Official Community Plan and Zoning Bylaws.

CARRIED

G-4—NCLGA Board Structure Survey – NCLGA

2021-02-036—Moved by Councillor Cumming, seconded by Councillor Falconbridge

THAT Council supports Option 2, redefine director at large positions, of the NCLGA Board Structure Survey.

CARRIED

8. NEW BUSINESS

9. REPORTS & DISCUSSIONS

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

Mayor Daugert: Attended Protocol table meeting, first focus was introduction to new Area Director for Haida Gwaii Forest District. Timber Sales was one of our biggest concerns and would like to have a discussion in the future with the new director and with others in the province who have been discussing it as well, including the head of FTL in Chilliwack, and Mr. Rogers involved in the allocation in the TSA. Would like to write a letter asking for a meeting with those people. Not expressing an opinion at that time, develop a working paper that outlines our asks and a few of the reasons why we feel it is helpful as a community and Islands. All I would like to do now is send off a letter asking for a meeting on the subject of Timber Sales, the main focus on getting it to the new Director in QC as well as to the Minister, as the prior minister had given indication that he was sympathetic and would do what he could do. Then he resigned when he did not rerun in the election that was called. Would like to keep the political pressure on this.

Also attended Northern Health Call, interesting in Q&A, province was asked if they were going to bring enough vaccines for everyone in small communities rather than piecemealing by groups. It would be more efficient for health care workers, the answer was that it brought in a whole lot of questions that they had to consider before they did it. Concern that people who were in higher risks groups who did not get vaccinated in other areas would question it. There was a consideration that in many cases they went through exercise of allocating vaccines based on different groupings and to change that would disrupt the whole system of allocation. They hadn't hit on an answer on it yet, but they did not know how much flexibility there would be.

Councillor Falconbridge: Did work to make a COVID-19 safety plan for skating group.

Councillor Whitney-Gould: Councillor Gould hurt himself over the weekend. Had been working on trying to get consensus on how to put out the tourism advocate position description wording, and Gwaii Trust is looking for more budgetary information, but this has been stalled. Getting it sorted out.

Councillor Cumming: Late to the Haida Gwaii Tourism Meeting, though the last hour attended was interesting. Nothing else to report.

2021-02-037—Moved by Councillor Whitney-Gould, seconded by Councillor Falconbridge
THAT Council receives the verbal reports from Council and the written report on current operations from Acting CAO Cumming as presented.

CARRIED

2021-02-038—Moved by Mayor Daugert, seconded by Councillor Falconbridge
THAT Council permits Mayor Daugert to write a letter to Forestry Office, and Minister, asking for a meeting regarding Timber Sales on Haida Gwaii.

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;
- (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;

M-1

2021-02-039—Moved by Councillor Cumming, seconded by Councillor Falconbridge
THAT the meeting moves In Camera as per 90(1) section (a) & (j) at 7:54 PM.
CARRIED

13. ADJOURNMENT

2021-02-040—Moved by Councillor Falconbridge
THAT the meeting be adjourned at 8:23 PM.
CARRIED

Mayor Doug Daugert

Acting CAO Elizabeth Cumming

Board Highlights

February 19, 2021

Board Business:

1. The Board received a delegation from the BC Hydro regarding the reduction of diesel generated energy on Haida Gwaii.
2. The Board resolved to submit correspondence to Telus regarding support for their submission to the Innovation Science and Economic Development's Universal Broadband Fund for Highway 16 cellular infrastructure.
3. The Board resolved to respond to Pacific Northern Gas' notification letter PNG-7672 that no interests are affected by their Proposed Communication Towers for Integrity Digs.
4. The Board resolved to provide a letter of support for Tlell Community Association's 'Welcome to Tlell' signage project.
5. The Board resolved to submit an application to the Community Emergency Preparedness Fund – Flood Risk Assessment, Mapping and Mitigation Planning Program for the NCRD Tsunami/Flood Mitigation Planning project.
6. The Board adopted the policy *ADM-02 Communications and Use of NCRD Branding*.
7. The Board received the final results of the *NCRD Economic Recovery Follow-up Survey*.
8. The Board provided first reading for *NCRD Administration Building Reserve Fund Establishment Bylaw 671, 2021*.
9. The Board resolved to provide a response of no objection to NP B.C. Offshore Wind GP Inc.'s Land Referral No. 127692886.
10. On February 20th, 2021 the Board held its Round 2 Budget meeting to consider the NCRD's 2021-2025 Five-Year Financial Plan. The Round 3 Budget meeting is scheduled for March 10th, 2021 at 7:00 P.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.

Elizabeth Cumming

Subject: FW: Funeral services in Haida Gwaii - George Westwood exemption
Attachments: Westwood & HGFSS Exemption.pdf

From: Dunsdon, Kelly PSSG:EX
Sent: February-03-21 9:37 AM
To:
Cc:
Subject: Funeral services in Haida Gwaii - George Westwood exemption

Hello,

As you know, in June 2019 government made regulations under the *Cremation, Interment and Funeral Services Act* enabling individuals to seek licensing exemptions from Consumer Protection BC, to facilitate the provision of funeral services in small remote communities.

The licensing exemption process requires evidence of community support for the individual seeking the exemption. In 2020, councils of the Villages of Queen Charlotte, Port Clements and Masset, and the board of the North Coast Regional District, passed resolutions in support of the exemption application of George Westwood, who provides services through the Haida Gwaii Funeral Service Society.

I am pleased to advise that Consumer Protection BC has recently approved an exemption for George Westwood and the Haida Gwaii Funeral Service Society. A copy of the exemption is attached to this email. Mr. Westwood and the society are also listed as exempt from funeral services licensing requirements on the Consumer Protection BC website at [Check a licence - Consumer Protection BC](#).

Under the exemption, Mr. Westwood and the society are able to provide the services of a funeral director and a funeral provider under the *Cremation, Interment and Funeral Services Act*. These services include:

- engage in bereavement rites and ceremonies;
- arrange for the interment or cremation of human remains;
- transfer human remains;
- care for or prepare human remains prior to disposition; and
- negotiate contracts for funeral services.

Mr. Westwood and the society will only be able to provide these services in the Villages of Queen Charlotte, Port Clements and Masset, and other remote service areas in the North Coast Regional District.

Mr. Westwood and the society will not be permitted to provide embalming services, which involve disinfection, preservation, preparation or restoration of human remains prior to disposition of those remains. They will also need to obtain a private transfer permit prior to each instance of transferring human remains from one location to another. This is a simple process done through the Consumer Protection BC website.

This exemption is in effect from January 7, 2021 to January 7, 2022 and may be renewed on an annual basis upon application by Mr. Westwood and the society. Please note that renewal of the licensing exemption would not require further resolutions from the villages or the regional district.

If you have any questions regarding this exemption, please do not hesitate to contact me at Kelly.Dunsdon@gov.bc.ca or (250) 952-2379, and/or Dustin Dunlop at Consumer Protection BC who can be reached at Dustin.Dunlop@consumerprotectionbc.ca or 1-888-564-9963.

The *Cremation, Interment and Funeral Services Act* and related regulations can be viewed at: www.bclaws.gov.bc.ca

Thank you,
Kelly Dunsdon

Kelly Dunsdon
Senior Policy and Legislation Analyst
Corporate Policy and Planning Office
Ministry of Public Safety and Solicitor General



January 13, 2021

George Westwood
Haida Gwaii Funeral Service Society
PO Box 44
Tlell, BC V0T 1Y0

Mr. Westwood,

Please find enclosed a copy of the Certificate of Approval Funeral Services Exemption (Certificate) issued to Haida Gwaii Funeral Service Society (Funeral Provider) and George Westwood (Funeral Director). There are a number of conditions that are noted on the Certificate that you should note.

The exemption and conditions on the Certificate will expire on September 14, 2022. We have selected this date to coincide with the renewal period for licensed funeral providers and funeral directors. Should you want to continue with an exemption to deliver funeral provider and funeral director services beyond the date, you will need to reapply for the exemption before the Certificate expires. A renewal reminder notice will be sent to you in advance of the expiry of the Certificate. At the time of the renewal you may be required to provide such information as:

- changes to information previously provided in the Exempted Funeral Provider / Funeral Director Application
- changes to the facility/office, location for the storage of human remains
- the number of arrangements performed during the exemption period up to September 14, 2022

We would encourage you to maintain this information so that it is readily available at the time of renewal or at any other time that it may be requested by an inspector.

Lastly, an inspector may contact you during the term of the Certificate to conduct an inspection.

If you have questions please feel free to contact me. I can be reached by email at gigi.stone@consumerprotectionbc.ca or by telephone at 604-674-4814.

Sincerely,

A handwritten signature in black ink, appearing to read "Gigi Stone", written in a cursive style.

Gigi Stone
Business Practices Officer
Consumer Protection BC

Handwritten initials in black ink, possibly "CS" or "GS", located in the bottom right corner of the page.



**CONSUMER
PROTECTION BC**

CERTIFICATE OF APPROVAL FUNERAL SERVICES EXEMPTION

**HAIDA GWAII FUNERAL SERVICE SOCIETY
George Westwood**

**is approved by Consumer Protection BC to practice as a funeral provider and funeral director
with exemption from licensing, only in the communities noted below:**

**North Coast Regional District
Village of Queen Charlotte
Village of Masset
Village of Port Clements**

Conditions:

George Westwood

- Must only provide funeral services in the remote service area stated above.
- Must satisfy Consumer Protection BC that they have met all applicable requirements in the *Cremation, Interment and Funeral Services Act* and the *Cremation, Interment and Funeral Services Regulation*.
- Must reapply for an exemption prior to the expiry date below.
- Must not provide funeral services without a valid exemption from Consumer Protection.
- Must not perform embalming activities, as defined in the Act and Regulation.

Effective Date: January 7, 2021

Expiry Date: September 14, 2022

**Taryt Winnitoy
Executive Vice President
Consumer Protection BC**

A copy of this certificate must be held at the registered business address and made available on demand. Consumer Protection BC must be notified of any changes to this exemption.

67

Elizabeth Cumming

Subject: FW: BC Parks Discover Camping 2021 Reservations Opening (Ref: 265454)

From: Minister, MUNI MUNI:EX
Sent: February-24-21 11:41 AM
To:

I would like to provide you with an update regarding some highly anticipated 2021 plans from BC Parks. As we all seek to serve our fellow British Columbians, I am pleased to share important information relating to the 2021 camping season in our provincial parks, including: opening dates, park occupancy guidelines, information on BC Parks' refund policy, and more—together with a [Government News Release](#) sent out today.

Reservation Opening Dates

- Starting **March 1, 2021 at 7am PT** the Berg Lake Trail and Bowron Lake Canoe Circuit will be released for the entire 2021 season.
- Starting **March 8, 2021 at 7am PT** the Discover Camping website and call centre will begin accepting frontcountry and backcountry reservations. Discover Camping will continue to allow bookings on a **two-month rolling window** (reservations can be made up to two months in advance of an arrival date).

Priority Access for British Columbians

- Due to the ongoing pandemic, **B.C. residents will be provided with priority access to camping reservations throughout the summer.**
- Reservations can be made no further than two months out from arrival, and the reservation system will be limited to people who live in B.C. until July 7, ensuring they have first access to the core season of reservations through to the Labour Day weekend and end of the traditional summer holiday period.
- **Starting July 8**, non-residents of B.C. will be permitted to make reservations for any remaining arrival dates in the season, pending orders that may allow travel.
- For accessing priority reservations, a B.C. resident is someone with a B.C. address.
- Visitors will need to confirm they are a B.C. resident before booking a campsite.
- Non-residents of B.C. are still allowed in parks, as travel orders permit, whether for day use, first-come first-served camping, or for reservations made after July 7.

Site Occupancy Guidelines

Provincial Health Officer (PHO) guidelines for gatherings may change between the time of booking and the scheduled arrival date. All camping parties **MUST** meet current PHO guidelines for gatherings, even if those numbers are less than BC Parks' maximum site allowance.

Refund Policy/Cancelations

- It is the responsibility of camping parties to ensure their plans are consistent with PHO guidelines before bookings are made. Speculative bookings made in anticipation of health guideline changes should be avoided, as requests for exceptions to BC Parks refund policies will not be accepted, except as noted in [BC Parks refund policy](#) and supported by the required documentation (for example, a medical note). Reservation policy can be found at www.bcparks.ca/reserve.

Day Use Facilities, Picnic Shelters and Halls

- To meet current PHO guidelines, reservations for day use facilities, including picnic shelters and halls, remain closed for the 2021 season.

All of this information, along with user guides, FAQs and park-specific status updates, is available at www.bcparks.ca. The BC Parks website is the most up-to-date source of news and information from BC Parks.

I hope this information is helpful as we prepare to open parks in your area. Should you receive questions or comments from your residents or others, you are welcome to redirect them to parkinfo@victoria1.gov.bc.ca, where BC Parks has additional staff available to support the public throughout the summer. BC Parks will continue working with partners and stakeholders to ensure the upcoming season is a safe and successful one.

Sincerely,

Josie Osborne
Minister of Municipal Affairs

DRAFT LETTER FROM PROTOCOL TABLE

Hon. Lisa Beare
Minister of Citizen Services
PO Box 9068, Stn Prov Govt
Victoria, BC V8W 9E2

Re: Fiber Optic Connectivity on Haida Gwaii

The Council of the Haida Nation, Old Massett Village Council, Skidegate Band Council, Village of Masset, Village Of Port Clements, Village of Queen Charlotte, North Coast Regional District Areas D and E are united in working together to advocate for fiber optic internet connectivity for all residents who live on Haida Gwaii. Recently at the Local Government Leadership Academy on-line convention Joel McKay, CEO of the Northern Development Initiative Trust said, "Connectivity is the number one issue for the success of rural communities." We are looking for support from the Provincial Government to ensure Haida Gwaii can participate in today's modern economy and build a successful future together.

All people of Haida Gwaii deserve to have access to the same basic level of internet access as those who live off island. It is well-documented that internet connectivity is critical for communication, education, access to specialized medical treatment, registering for emergency alerts, checking weather, and staying connected to people. Dr. Henry has cited many times during this pandemic, that staying connected to people supports our mental and physical wellness. Services that local people need to access off-island such as banks, medical or government services have expectations of levels of connectivity that some residents do not have (email communication or visiting a webpage are a barrier).

The communities of Sandspit (NCRD Area E), Port Clements and some areas of Rural Graham Island (Area E) are now equipped with fiber to the premises (FTTP). We would like to see dedicated funding earmarked for FTTP in Haida Gwaii's remaining communities: Old Massett, Masset, Skidegate, Queen Charlotte and areas of Area E that do not have this service.

We were pleased to learn that the Connected Coast project has received funding and would like to work towards fiber to the premises for each home on Haida Gwaii in advance of its completion to take full advantage of this project.

Two internet service providers on Haida Gwaii brought forward incomplete proposals to the Universal Broadband Fund (UBF) and as such, these proposals did not receive support from all communities. The UBF is a significant investment of public funds, and we therefore advocate

G-1

that the scope of applications affecting our remotes communities should be determined by the Council of the Haida Nation, British Columbia and the communities themselves.

We are committed to working together to solve these very important issues.

Respectfully,

C1-1



REPORT TO COUNCIL

Author: Elizabeth Cumming, Acting CAO

Date: February 25th, 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:

- Strategic Planning, CAO Recruitment and financial operations (grant reporting, grant project management, Senior Finance Manager training) are going smoothly with consultant support.
- The application period of the CAO recruitment process closed on February 22nd, with 32 applications received in total.
- A meeting was scheduled with the Ad Hoc CAO Recruitment Committee on Feb 24th to review applications.
- Erosion Study Project has had its first launch meeting, the project timeline has changed due to the COVID-19 delays and project will be completed by May 2022 (for final reporting & community presentation).
- Old Public Works truck has had ownership transferred and is no longer municipal property.
- Organizing with Canadian Coast Guard, Primary Environmental Response Team, to locate their marine spill response equipment storage container at Boat Launch.
- Contacted Board Director Julia Breese regarding lack of response from SD#50 to Village letter regarding busing concerns. It was identified that a response letter was written in November 2020 but was accidentally not sent. Response should be received shortly.

Finance:

- The Village's application to the Community Economic Recovery Infrastructure Program – Rural Economic Recovery (CERIP-RER) stream for the Dyson Corner Visitor Service Hub Development Project was not selected for funding by the program.
- Village account with CIBC closed. As Village no longer received interest from account balances, due to CIBC change, there was no longer an operational reason to retain account (started costing Village money to keep it open). All account balances transferred to NSCU account.
- Purchasing/ordering for other grants – EOC, ESS, etc – continues or is near complete.
- Senior Finance Manager training under consultant continues; consultant continues to support finance activities.
- Details continue to emerge on Province's centralized Home Owner Grant Applications, expected that it may pose challenge for upcoming tax season. Home Owners have been able to apply for grant directly via the Province's website or phone line starting February 16th. Their website identifies that the 2021 Home Owner Grant will be processed when property tax notices are issued in May 2021, so if people apply early their application will be held until then.

R-1

Public Works:

- Pump maintenance and procurement is ongoing (Jasper St Lift Station as per PJ Turje; approved in 2020). Will have quotes soon from supplier.
- Well 3 completion plans are ongoing, working out scheduling and logistics with Double D Drilling continues. They have not committed to set date yet as they are working on CHN Essential Worker Permit. May have complications due to cases on Island. Update: new Drinking officer identified need for construction permit (requirement missed by engineers), which is being worked on and expediated. Until permit received, Double D Drilling cannot be given go-ahead to begin construction.
- Into March icy/snowy/freezing conditions, operationally sanding/salting & working on freeze protection (pipes) ongoing. Feel that freeze event in February was proactive enough in shutting down known trouble locations and shut-down water at municipal infrastructure which saw fewer emergency events. New equipment continues to be a benefit.
- Site visit with Ministry of Environment (MOE) regarding proposed Sewer Lagoon Project location and compliance issue on 24th. Permitting office being moved from Nanaimo to Prince George with change in regional waste manager. The visit went well. MOE also brought up question on the Old Village dumpsite.
- Firehall improvements – painting, heat ventilation & lighting upgrades are ongoing, should be completed by Spring.
- PW involved in consulting with the statutory approving officer with potential subdivisions and developments.
- Sent component of fire pump off to radiator shop to rebuild with stronger materials to fix longevity issues. Rebuild cheaper than purchasing new.
- The new Christmas Lights at the Wharf have had their bulbs removed by subject unknown, whereabouts unknown, noticed by residents over the weekend of February 20th/21st. (Approximately \$1,500 loss). Reported to RCMP.

EOC:

- Between January 31st – February 14th there were 18 positive COVID-19 cases on Haida Gwaii. Between Feb 14th – 20th there were 26 new positive COVID-19 cases on Haida Gwaii. There are no current cases in Port Clements, but on high alert and preparing for potential clusters occurring in Port Clements.
- If anyone needs assistance due to COVID-19 or has concerns, they can contact our EOC by email at eocdirector@portclements.ca or leave a message for the EOC by phone at 250-557-4295.
- EOC is keeping up with meetings (NH Stakeholders Meeting, Unified Command) and keeping up to date on COVID-19 information.
- No one in Port Clements has been vaccinated yet, unless they are essential workers (medical).
- Public Health Order in effect until end of February (unless renewed again); still restrictions on events and gatherings, outdoor and indoor, under Health Order.
- It is extremely important that people remain vigilant with hand washing, wear masks in indoor public spaces, keep their circles small and only travel for essential purposes.

Respectfully submitted:



Elizabeth Cumming
Acting CAO



R-1

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

Action #	Date	Description	Lead	Follow up
A30	06-09-2016	Weight Room Upgrades	Administration	Questionnaire distributed on equipment use - Several Turned in. Grant Writer to look for opportunities. Ruth Bellamy & CAO toured facilities to determine what improvements should be made.
	14-03-2019			Councillor Kish contacted Grant Writer about grants. She also spoke to Ruth Bellamy about equipment and removal of non-essential items. Plan to dispose of these items during free tipping day
	16-03-2020		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 weighroom 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
	10-02-2021			Weightroom Improvement Project is underway - materials purchased and work scheduled for bathroom improvement, equipment/items ordered/being ordered. Expected to be completed with project by second Quarter.
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
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).
	10-02-2021			Included in draft strategic plan. Included for evaluation as a priority in resident survey for Council initiatives.