The Village of
PORT CLEMENTS
"Gateway to the Wilderness"

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Minutes of the Regular Meeting of Council, Monday, September 21, 2026

Present:
Mayor Scott Cabianca
Councillor Kazamir Falconbridge
Councillor Dennis Reindl
Councillor Wayne Nicol

CAO Marjorie Dobson
Contractor, Ruby Decock

Absent:
Councillor Brigid Cumming

Members of the public:
Betty Stewart, Michael Miller, Dave Unsworth

Meeting Called to order at 6:14 PM
Mayor Cabianca: *I call to order this Regular Council Meeting of the Council of the Village of Port Clements being held on the traditional territory of the Haida People.*

1. **ADOPT AGENDA**
2026-09-141–Moved by Councillor Falconbridge, seconded by Councillor Reindl, THAT Council adopts September 21, 2026, Regular Council Meeting Agenda as presented.
CARRIED

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

3. **MINUTES**
M-1 – August 17, 2026, Regular Meeting Minutes.
2026-09-142–Moved by Councillor Falconbridge, seconded by Councillor Reindl, THAT Council adopts the August 17, 2026 Regular Meeting Minutes with the amendment of Councilor Cumming's name in the Report section.
CARRIED

M-2 – September 3, 2026, Special Meeting Minutes.
2026-09-143–Moved by Councillor Falconbridge, seconded by Councillor Reindl, THAT Council adopts the September 3, 2026 Special Council Meeting Minutes.
CARRIED

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

5. **ORIGINAL CORRESPONDENCE**

C-1–INFORMATION– 2027-2031 FIVE-YEAR FINANCIAL PLAN – VANCOUVER ISLAND REGIONAL LIBRARY

C-2–INFORMATION–BC LOCAL GOVERNMENT CLIMATE ACTION PLAN (LGCAP) FUNDING CONTINUATION – CITY OF WILLIAMS LAKE.

C-3–INFORMATION–CITY OF PRINCE GEORGE REQUESTING SUPPORT FOR THE NORTHERN AND RURAL HOMEOWNERS GRANT – CITY OF PRINCE GEORGE

C-4–REQUEST– LETTER OF SUPPORT FOR ATHLII GWAII APPLICATION – ROOTED HERE: HAIDA GWAII MANUFACTURING INITIATIVE – NORTH PACIFIC TIMBER CORP/TAAN FOREST

C-5–REQUEST–ALL-ISLAND NON-PROFITOPEN HOUSE – HAIDA GWII COMMUNITY FUTURES.

2026-09-144–Moved by Councillor Falconbridge, seconded by Councillor Reindl, THAT Council receives C-1 to C-5.
CARRIED

Council discussed the requests. Councillor Falconbridge provided some insight into the VIRL financial report. Discussion on the Athlii Gwaii LOS (too vague). Conflict in another operation??? Regional district supports it.
STAFF to request more information on C4:

2026-09-145–Moved by Councillor Reindl, seconded by Mayor Cabianca, THAT Staff asks them for more information to Jazzy to provide more information for the project for Council to review.
CARRIED

2026-09-146–Moved by Councillor Falconbridge, seconded by Mayor Cabianca, THAT Council donates $300 to HGCF for the Non-Profit Open House.
CARRIED

6. FINANCE

F-1– RESOLUTION TO DISTRIBUTE FUNDS FROM THE RESERVE FUND ESTABLISHED BY BYLAW #489, 2024 – RONDA BELL, SENIOR FINANCE MANAGER

2026-09-147–Moved by Councillor Falconbridge, seconded by Councillor Reindl, THAT Council utilizes the entire reserve fund and interest generated from the Growing Communities Grant Reserve to use towards the 2025/26 Tingley Street Watermain Project expenditures.
CARRIED

7. GOVERNMENT

G-1 – AMENDMENT FEE SETTING BYLAW, NO. 484, 2023

2026-09-148–Moved by Councillor Reindl, seconded by Councillor Nicol, THAT Council does the final reading and adoption to amend Fee Setting Bylaw No. 484, 2023, Schedule A, to:

(a) Include a FOIPPA processing fee of $40.00 per hour for work that exceeds the free three-hour threshold, in addition to any applicable fee.
(b) Rename item 8 from "Historical Information Research Fee" to "Information Research Fee."

CARRIED **OPPOSED: Councillor Falconbridge**

ACTION: Staff to look into alternative to costs.

G-2 – READINGS 3RD & FINAL READING OF COUNCIL PROCEDURE AMENDMENT BYLAW NO. 460.4, 2026
Council discussed the Council Procure Amendment Bylaw No. 460.4 2026 and made recommended changes to the bylaw.

2026-09-149–Moved by Councillor Falconbridge, seconded by Mayor Cabianca, THAT Council does the 3rd and Final reading of "Council Procedure Amendment Bylaw No. 460.4 2026 of the Village of Port Clements."
WITHDRAWN

2026-09-150–Moved by Councillor Falconbridge, seconded by Mayor Cabianca, that Council amend the bylaw section 22(1) with the recommendation from Councillor Falconbridge and Council to do the third reading at the next meeting of Council.
CARRIED

ACTION: Council Falconbridge to send the recommended 7 item changes for section 22(1) to Staff.

Councillor Falconbridge declared a conflict of Interest due to a direct pecuniary interest in item G-3 and left the meeting at 7:33 pm.

G-3 – FIRE SAFETY INSPECTION POLICY NO. 26, 2026
Council reviewed the policy. Council posed several questions and recommended several changes to the policy.

ACTIONS: *Staff to follow up with MIABC regarding the fire inspection liabilities issue.*

Staff to revise the policy to include Council recommendations and address questions presented by Council.

8. NEW BUSINESS

9. REPORTS & DISCUSSIONS
R-1 – Current Operations Report – CAO Marjorie Dobson
CAO Dobson provided additional verbal information relevant to her written report.

Councillor Falconbridge – Attended Sept 3, 2026 Special Council Meeting, Sept 12 Vancouver Island Regional Library Board meeting, September 17th Candidates Information Meeting, September 18th Fire Department Pumper Truck Specification Meeting, and September 19th Forest Transition Forum.

Councillor Nicols – Nothing to report.

Councillor Reindl – Attended Misty Isle Economic Development Society meeting.

Mayor Cabianca – attended North Coast Regional District Board meeting on September 11th, attended Union of BC Municipalities Convention September 14 – 18th and will provide summary of all the meetings held with BC Ministers for the next Council meeting; attended the Forest Transition Forum on Saturday, September 19th, 2026.

Public Works Reporting Update – Staff working on a format for Public Works reporting template to be used for future meetings.

2026-09-151–Moved by Councillor Falconbridge, seconded by Mayor Cabianca, THAT Council receives the CAO's written report and Council's verbal reports.
CARRIED

Council inquired about the cost and contract for installation of the playground.

10. ACTION ITEMS

11. QUESTIONS FROM THE PUBLIC & PRESS

Question: What is going to happen with the Public Communications Records?

Answer: CAO keeps a record of communications. Provision of a process should be provided and some recommended resources for staff.

12. IN-CAMERA

Community Charter s.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;

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

(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;

2026-09-152–Moved by Councillor Falconbridge, seconded by Mayor Cabianca, THAT Council moves in-camera as per section 90 (1) a, i & k of the Community Charter at 8:20 pm.

CARRIED

13. RISE AND REPORT

14. ADJOURNMENT

2026-09-153–Moved by Mayor Cabianca THAT Council adjourns this meeting at 9:30 PM.

CARRIED

Mayor Scott Cabianca

CAO Marjorie Dobson