

VILLAGE OF PORT CLEMENTS

BYLAW NO.430, 2015

**Respecting an Amendment to The Financial Plan for the
Years 2015-2019 Bylaw #423, 2015**

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

1. Schedule A attached hereto and made a part of this bylaw is hereby adopted and comprises the Amended Financial Plan for the Village of Port Clements for the years 2015 – 2019 ending December 31, 2019.
2. This Bylaw may be cited for all purposes as “The Amended Financial Plan for the years 2015-2019 - Bylaw #430, 2015”.

READ A FIRST TIME THIS DAY OF OCTOBER 2015.

READ A SECOND TIME THIS DAY OF , 2015

READ A THIRD TIME THIS DAY OF , 2015

RECONSIDERED AND FINALLY ADOPTED THIS DAY OF 2015

IAN GOULD
MAYOR

KIM MUSHYNSKY
CHIEF ADMINISTRATIVE OFFICER

CERTIFIED A TRUE COPY OF VILLAGE OF
PORT CLEMENTS AMENDED FINANCIAL PLAN, BYLAW NO. 430, 2015

General Fund

	Budget	Budget	Budget	Budget	Budget
	2015	2016	2017	2018	2019
Property Tax	126000	128520	131090	133700	136400
Payments in Lieu	6600	6800	6800	6800	6800
Sales of Services	8965	9565	9715	9865	10015
Revenue from own Sources	90795	94685	98140	101195	103500
Unconditional Transfers	382000	382000	382000	382000	382000
Conditional Transfers	90750	65625	65625	65625	65625
Multi-purpose Building Revenue	13400	13000	13100	13200	13300
Transfer from Reserves	69370	0	0	0	3660 Loss
Collections for Other Agencies	191810	209210	209210	209210	209210
Total Revenues	979690	909405	915680	921595	930510

Legislative Expenses	47100	36950	37550	38150	43250
General Administration	214250	193840	200173	204849	211120
Fire Department	40250	39250	40300	41350	42400
Emergency Services	750	750	750	750	750
Common Services	23050	23550	24050	24550	25550
Wharf Services	30400	7400	7525	7650	7900
Small Craft Harbour	16300	11500	11500	11750	12000
Roads	45750	46000	39200	40150	41150
Environment Health	1080	1080	1080	1080	1080
Environmental Development	3500	2100	2200	2300	2400
Parks and Recreation	42250	39100	34700	34800	35000
Fiscal Services	2500	2500	2500	2500	2500
Contribution to Reserves	0	3325	10592	7106	0 Revenue
Capital Expenses	90000	65000	65000	65000	65000
Multi-purpose building expenses	45200	42350	43850	44900	45700
Amortized asset contribution	185000	185000	185000	185000	185000
Taxes levied for other Agencies	192310	209710	209710	209710	209710
Total Expenses	979690	909405	915680	921595	930510

Surplus/(Deficit)	0	0	0	0	0
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2015 Budget 2016 Budget 2017 Budget 2018 Budget 2019 Budget

Water Fund

Fees & Taxation	109200	109000	109000	109000	109000
Transfer from Reserve	12600	10300	10200	12250	13900
Grants	65000	65000	65000	65000	65000

Total Revenues 186800 184300 184200 186250 187900

Operating Expenses	66600	64100	64000	66050	67700
Capital Expenses	0	0	0	0	0
Gas Tax Deferred	65000	65000	65000	65000	65000
Contribution to Amortization	55200	55200	55200	55200	55200

Total Expenses 186800 184300 184200 186250 187900

Surplus/(Deficit) 0 0 0 0 0

2015 Budget 2016 Budget 2017 Budget 2018 Budget 2019 Budget

Sewer Fund

Fees & Taxation	67316	67316	67316	67316	67316
Transfer from Reserves	7125	7525	8570	9615	10665
Grants	0	0	0	0	0

Total Revenues 74441 74841 75886 76931 77981

Operating Expenses	39675	40075	41120	42165	43215
Capital Expenses	0	0	0	0	0
Contribution to Reserves	0	0	0	0	0
Contribution to Amortization	34766	34766	34766	34766	34766

Total Expenses 74441 74841 75886 76931 77981

Surplus/(Deficit) 0 0 0 0 0

Capital Projects

	2015	2016	2017	2018	2019
General					
Road Improvements Industrial Park	\$250,000	\$250,000	\$0	\$0	\$0
Barge Facility	\$0	\$0	\$0	\$0	\$0
Purchase Chevron Property	\$0	\$0	\$75,000	\$0	\$0
Biomass heat for Multiplex & FD	\$365,000	\$0	\$0	\$0	\$0
Trails	\$0	\$0	\$0	\$0	\$100,000
Fire Department Equipment	\$74,000	\$0	\$0	\$7,500	\$0
Retaining Wall (Yakoun Lane)	\$16,000	\$0	\$0	\$0	\$0

Water

Replace Water Lines	\$0	\$0	\$150,000	\$150,000	\$150,000
Distribution Pump	\$4,000	\$0	\$0	\$0	\$0

Sewer

Lagoon & other compliance updates	\$0	\$400,000	\$100,000	\$0	\$0
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Total Capital Projects

	\$709,000	\$650,000	\$325,000	\$157,500	\$250,000
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Sources of Funds for Capital Projects	2015	2016	2017	2018	2019
Grants	\$387,000	\$443,750	\$140,000	\$108,750	\$105,000
Contributions	\$0	\$100,000	\$0	\$0	\$0
General Reserves	\$93,000	\$21,250	\$75,000	\$3,750	\$0
Gas Tax Deferred Income	\$175,000	\$85,000	\$65,000	\$0	\$100,000
Log proceeds from Crown Lot	\$50,000	\$0	\$0	\$0	\$0
Water Reserves	\$4,000	\$0	\$45,000	\$45,000	\$45,000

Total Source of Funds

	\$709,000	\$650,000	\$325,000	\$157,500	\$250,000
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VILLAGE OF PORT CLEMENTS

Cheque Listing For Council

Cheque #	Cheque Date	Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
150417	2015-09-03	Angela's Place-Social Cafe & Fuel Station	20150716 20150804	PAYMENT FUEL FUEL	1,150.89 180.52	1,331.41
150418	2015-09-03	CIBC VISA	20150831	PAYMENT BASECAMP	58.03	58.03
150419	2015-09-03	WEIGUM, SHIRLEY	54	PAYMENT AUGUST JANITORIAL	1,175.00	1,175.00
150420	2015-09-09	BC HYDRO	08092015	PAYMENT BC HYDRO BILLING	2,488.05	2,488.05
150421	2015-09-09	BIG RED	15076	PAYMENT WEEKLY CONTAINER SERVICE	253.58	253.58
150422	2015-09-09	BLUE CROSS	08092015	PAYMENT MONTHLY FINANCIAL TRANSAC	2,170.85	2,170.85
150423	2015-09-09	CORPORATE EXPRESS	39210099 39211499	PAYMENT SUPPLIES OFFICE SUPPLIES	242.28 67.18	309.46
150424	2015-09-09	Dysserinck, Danielle	08092015	PAYMENT RESETTLEMENT AMOUNT	500.00	500.00
150425	2015-09-09	Misty Cedar , Web Development & Technical Servic	573	PAYMENT RESOLVNG SCREEN ERROR	75.00	75.00
150426	2015-09-09	Northern Communications	32318-09012015	PAYMENT FIRE DISPATCH	163.07	163.07
150427	2015-09-09	NORTHERN LABS LTD.	1500288	PAYMENT WASTE WATER TESTS	119.18	119.18
150428	2015-09-09	Northern Savings Insurance Services Ltd.	39613	PAYMENT COMMERCIAL RENEWAL	6,840.00	6,840.00
150429	2015-09-09	OPUS DAYTONKNIGHT	13370	PAYMENT BIOMASS HEATER	4,726.31	4,726.31
150430	2015-09-09	Stupka, Christina	08092015	PAYMENT CAMPGROUND ATTENDANT	200.00	200.00
150431	2015-09-09	XEROX CANADA LTD.	F47891332	PAYMENT COPIES	140.80	140.80
150432	2015-09-10	Angela's Place-Social Cafe & Fuel Station	10092015	PAYMENT FUEL	477.72	477.72
150433	2015-09-10	COASTAL PROPANE	150349	PAYMENT ANNUAL RENT FOR TANK	109.76	109.76
150434	2015-09-10	ROCKY MOUNTAIN Phoenix	IN010994 IN89632	PAYMENT FD EQUIP FD BAG AND HOSE	1,385.93 1,403.27	2,789.20
150447	2015-09-17	Lidstone & Company, Barristers and Solicitors	11209	PAYMENT STATEMENTS OF ACCOUNTS	9,865.83	9,865.83
150448	2015-09-17	MUNICIPAL INFORMATION SYSTEMS INC	20151072	PAYMENT SUPPORT	299.99	299.99
150449	2015-09-17	Northern Communications	32318-07012015 FC 100572677	PAYMENT TELCO FIRE DISPATCH CHARGES ON OVERDUE BALAN	163.07 6.54	169.61

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VILLAGE OF PORT CLEMENTS

Cheque Listing For Council

2015-Sep-30
2:22:12PM

Cheque #	Date	Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
150450	2015-09-17	XEROX CANADA LTD.	F48013322	PAYMENT METER 1 & 2	37.76	37.76
150451	2015-09-17	FLETCHER, JESSIE	20150917	PAYMENT TRAINING LUNCHEON	100.00	100.00
150452	2015-09-17	C. AND C. BEACHY CONTRACTING LTD	10162	PAYMENT DIG UP WATER LEAK	866.25	866.25
150453	2015-09-17	Chartwell Consultants LTD	15-536	PAYMENT TIMBER CRUISE	3,150.00	3,150.00
150454	2015-09-17	Hager lock and alarm	227018	PAYMENT RE KEY	190.05	190.05
150455	2015-09-17	MasterCard, CUETS FINANCIAL	2015.917	PAYMENT BILL AUG 31	966.07	966.07
150456	2015-09-17	Stupka, Christina	20150917	PAYMENT CAMPGROUND ATTENDANT	200.00	200.00
150457	2015-09-17	TELUS COMMUNICATIONS INC.	20150917	PAYMENT PHONE BILL	1,335.29	1,335.29
150458	2015-09-17	WESTPOINT AUTOMOTIVE	832-220032 832-220661	PAYMENT HALOGEN SEALED BEAM HYDRAULIC OIL	17.12 54.53	71.65
150459	2015-09-24	FAST FUEL SERVICES LTD	CL18789	PAYMENT DYED DIESEL	366.59	366.59
150460	2015-09-24	Haida Gwaii Trader, Shellene Van der Beke	1913	PAYMENT TRADER ADVERTISING PACKAG	162.50	162.50
150461	2015-09-24	Stewart, McDannold, Stuart	70891	PAYMENT LEGAL FEES	809.09	809.09
150462	2015-09-28	Stewart Burton, Shelagh	28/09-2015	PAYMENT PRESSURE WASHER	1,200.00	1,200.00

Total 43,718.10

*** End of Report ***

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STATEMENT OF ACCOUNTS

PO Box 94
Masset BC V0T 1M0

MASSET BRANCH 250-626-5231

MEMBER NUMBER [REDACTED]

STATEMENT DATE August 31, 2015

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Village Of Port Clements
PO BOX 198
Port Clements BC V0T 1R0

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DEMAND ACCOUNTS

Date	Description	Number	Withdrawals	Deposits	Balance
Business 75					
31Jul2015	Balance Forward				391,456.35
03Aug2015	Pre-Authorized Credit - UNION OF BC MUNICIPALITIES			33,108.14	424,564.49
04Aug2015	Pre-Authorized Credit - PROVINCE OF B.C			742.67	425,307.16
04Aug2015	Pre-Authorized Credit - CANADA POST CORP.			1,814.61	427,121.77
04Aug2015	Clearing Cheque		1,175.00		425,946.77
04Aug2015	Clearing Cheque	150328	4,400.00		421,546.77
04Aug2015	Clearing Cheque	150364	14,387.00		407,159.77
05Aug2015	Clearing Cheque	150304	185.00		406,974.77
05Aug2015	Clearing Cheque	150343	12.00		406,962.77
05Aug2015	Clearing Cheque	150361	4,453.32		402,509.45
05Aug2015	Clearing Cheque	150329	400.00		402,109.45
05Aug2015	Clearing Cheque		4,869.91		397,239.54
06Aug2015	Clearing Cheque	150342	209.17		397,030.37
07Aug2015	Withdrawal	22	4,137.75		392,892.62
07Aug2015	Deposit			4,430.39	397,323.01
07Aug2015	Deposit			23.00	397,346.01
07Aug2015	Clearing Cheque	150345	100.00		397,246.01
07Aug2015	Clearing Cheque	150337	553.55		396,692.46
10Aug2015	Clearing Cheque	150367	704.58		395,987.88
10Aug2015	Clearing Cheque	150371	2,800.00		393,187.88
11Aug2015	Clearing Cheque	150385	10.50		393,177.38
11Aug2015	Clearing Cheque	150370	208.95		392,968.43
11Aug2015	Clearing Cheque	150272	542.65		392,425.78
13Aug2015	Clearing Cheque	150383	422.63		392,003.15
13Aug2015	Clearing Cheque	150375	802.65		391,200.50
14Aug2015	Deposit			5,376.79	396,577.29
14Aug2015	Deposit			4,198.66	400,775.95
14Aug2015	Clearing Cheque	150389	152.62		400,623.33
17Aug2015	Clearing Cheque	150388	1,800.00		398,823.33
17Aug2015	Clearing Cheque	78179	2,754.07		396,069.26


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Account & Service Fee Changes

Effective **September 1, 2015**, Northern Savings will be making changes to some of our accounts and service fees.

Visit www.northsave.com for more information



www.northsave.com

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Village Of Port Clements

STATEMENT OF ACCOUNTS

PO Box 94
Masset BC V0T 1M0

MASSET BRANCH 250-626-5231
MEMBER NUMBER ██████████
STATEMENT DATE August 31, 2015
PAGE 2 of 10

Date	Description	Number	Withdrawals	Deposits	Balance
Business 75					
18Aug2015	Clearing Cheque	150384	158.96		395,910.30
19Aug2015	Clearing Cheque	150387	163.07		395,747.23
21Aug2015	Withdrawal	22	4,971.40		390,775.83
21Aug2015	Clearing Cheque	150391	1,501.50		389,274.33
21Aug2015	Clearing Cheque	150363	6.28		389,268.05
24Aug2015	Clearing Cheque	150396	12,924.00		376,344.05
25Aug2015	Pre-Authorized Credit - SCHOOL DISTRICT 50			501.00	376,845.05
25Aug2015	Clearing Cheque	150369	622.51		376,222.54
25Aug2015	Clearing Cheque	150390	1,871.75		374,350.79
26Aug2015	Clearing Cheque	150393	9,310.92		365,039.87
26Aug2015	Clearing Cheque	150395	2,100.00		362,939.87
26Aug2015	Clearing Cheque	150402	2,716.33		360,223.54
26Aug2015	Clearing Cheque	150397	200.00		360,023.54
26Aug2015	Clearing Cheque	150394	12,540.94		347,482.60
26Aug2015	Clearing Cheque	150373	200.00		347,282.60
26Aug2015	Clearing Cheque	150400	1,464.33		345,818.27
27Aug2015	Deposit			11,488.62	357,306.89
27Aug2015	Transfer in from 643734 Masset cheq			240.20	357,547.09
27Aug2015	Clearing Cheque	150401	41.43		357,505.66
27Aug2015	Clearing Cheque	150327	1,000.00		356,505.66
31Aug2015	Pre-Authorized Credit - ViaSport			1,872.00	358,377.66
31Aug2015	Credit Interest			328.83	358,706.49
31Aug2015	Monthly Service Fee		55.00		358,651.49
Total Withdrawals and Deposits			96,929.77	64,124.91	

Number of Cheques 37

Membership Shares

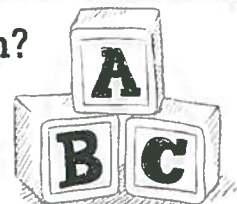
31Jul2015	Balance Forward				38.37
Total Withdrawals and Deposits			.00	.00	

continued...

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Contact your branch to learn more.



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Village Of Port Clements

STATEMENT OF ACCOUNTS

PO Box 94
Masset BC V0T 1M0

MASSET BRANCH 250-626-5231

MEMBER NUMBER [REDACTED]

STATEMENT DATE August 31, 2015

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Date	Description	Number	Withdrawals	Deposits	Balance
Business Simply Savings					
31Jul2015	Balance Forward				407,471.79
31Aug2015	Credit Interest			328.77	407,800.56
Total Withdrawals and Deposits			.00	328.77	

TERM DEPOSITS

Date	Description	Withdrawals	Deposits	Balance
Term 4: Short Term GSP (30 - 364 Days) -				
31Jul2015	Balance Forward			11,352.23
Start 30Jan2015 - Rate 0.8500% - NextInt 01Nov2015 - Matures 01Nov2015				
Term 7: 12 - 60 Month Term -				
31Jul2015	Balance Forward			260,865.56
Start 13Feb2013 - Rate 2.1500% - NextInt 13Feb2016 - Matures 13Feb2016				
Term 10: 3 Year Harvest Term -				
31Jul2015	Balance Forward			758,250.00
Start 21Nov2013 - Rate 2.0000% - NextInt 21Nov2015 - Matures 21Nov2016				
Term 11: Short Term GSP (30 - 364 Days) - Closed 27Aug2015				
31Jul2015	Balance Forward			134,355.32
27Aug2015	Credit Interest		1,099.69	135,455.01
27Aug2015	Transfer out to term 15 Payout	135,455.01		.00
Start 27Aug2015 - Rate 0.7500% - NextInt 22Apr2016 - Matures 22Apr2016				
Term 12: 12 - 60 Month Term -				
31Jul2015	Balance Forward			304,800.00
Start 04Jul2014 - Rate 1.6000% - NextInt 04Jan2016 - Matures 04Jan2016				
Term 13: Short Term GSP (30 - 364 Days) -				
31Jul2015	Balance Forward			67,556.46
Start 10Feb2015 - Rate 0.8500% - NextInt 31Dec2015 - Matures 31Dec2015				

continued...

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Village Of Port Clements

STATEMENT OF ACCOUNTS

PO Box 94
Masset BC V0T 1M0

MASSET BRANCH 250-626-5231

MEMBER NUMBER [REDACTED]

STATEMENT DATE August 31, 2015

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Date	Description	Withdrawals	Deposits	Balance
Term 14: Short Term GSP (30 - 364 Days) -				
31Jul2015	Balance Forward			250,000.00
Start 10Jul2015 - Rate 0.7500% - NextInt 08Jul2016 - Matures 08Jul2016				
Term 15: Short Term GSP (30 - 364 Days) -				
31Jul2015	Balance Forward			.00
27Aug2015	Transfer in from term 11 Payout		135,455.01	135,455.01
Start 27Aug2015 - Rate 0.7500% - NextInt 01Dec2015 - Matures 01Dec2015				

Assets	Canadian Dollars		US Dollars	
Chequing	358,651.49		.00	
Savings	407,800.56		.00	
Terms	1,788,279.26		.00	
Registered Plans	.00		.00	
Shares	38.37		.00	
Total Assets	2,554,769.68		.00	
Liabilities	Canadian Dollars		US Dollars	
Line of Credit	.00		.00	
Over limit LOC/overdraft	.00		.00	
Loans	.00		.00	
Mortgage	.00		.00	
Total Liabilities	.00		.00	
		.00		.00

Over limit Lines of Credit / Overdrafts interest rate is 24.0000

continued...



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CIBC Account Statement

VILLAGE OF PORT CLEMENTS

For Aug 1 to Aug 31, 2015

Account number
[REDACTED]

Branch transit number
00180

The names shown are based on our current records, as of September 2, 2015. This statement does not reflect any changes in account holders and account holder names that may have occurred prior to this date.

Account summary

Opening balance on Aug 1, 2015		\$89,873.01
Withdrawals	-	4,647.71
Deposits	+	14,328.19
Closing balance on Aug 31, 2015	=	\$99,553.49

Your authorized overdraft limit: \$189,510.00

Contact information

☎ **1 800 465 CIBC (2422)**

Contact us by phone for questions on this update, change of personal information, and general inquiries, 24 hours a day, 7 days a week.

TTY hearing impaired
1 800 465 7401

Outside Canada and the U.S.
1 902 420 CIBC (2422)

🌐 www.cibc.com

Transaction details

Date	Description	Withdrawals (\$)	Deposits (\$)	Balance (\$)
Aug 1	Opening balance			\$89,873.01
Aug 4	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		300.00	90,173.01
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		179.25	90,352.26
	DEBIT MEMO CHARGE FOR JUL CIBC EFT SERVICE CHARGE	39.00		90,313.26
Aug 6	CREDIT MEMO INT @ 0.0200% CIBC-AUTOMATED INTEREST SYSTEM		1.57	90,314.83
	DEBIT MEMO Aug 06, 2015 Municipal Pensi	1,004.23		89,310.60
Aug 10	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		354.59	89,665.19

(continued on next page)

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CIBC Account Statement

Aug 1 to Aug 31, 2015

Account number: [REDACTED]

Branch transit number: 00180

Transaction details (continued)

Date	Description	Withdrawals (\$)	Deposits (\$)	Balance (\$)
Aug 10	Balance forward			\$89,665.19
Aug 12	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		455.25	90,120.44
	CREDIT MEMO 33612 REVERSING CHQ#170055 JUL0715		2,600.25	92,720.69
	CORRECTION 33612	2,600.25		90,120.44
	CREDIT MEMO 00122 REVERSING CHQ#170055 JULY07/15		2,600.25	92,720.69
	TRANSFER 01010 FROM: 01010/73-11230 GRANVILLE & 68TH		1,345.00	94,065.69
Aug 13	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		398.50	94,464.19
Aug 14	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		634.50	95,098.69
Aug 17	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		500.00	95,598.69
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		537.75	96,136.44
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		179.25	96,315.69
Aug 18	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		179.25	96,494.94
Aug 19	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		179.25	96,674.19
Aug 20	DEPOSIT 00520 6TH & 6TH		2,311.70	98,985.89
Aug 21	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		358.50	99,344.39
	DEBIT MEMO Aug 21, 2015 Municipal Pensi	1,004.23		98,340.16
Aug 24	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		179.25	98,519.41
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		200.00	98,719.41
Aug 26	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		179.00	98,898.41
Aug 27	CREDIT MEMO WS Dest Credit Comments		6.50	98,904.91
Aug 28	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		119.33	99,024.24
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		50.00	99,074.24

(continued on next page)

CIBC Account Statement

Aug 1 to Aug 31, 2015

Account number: [REDACTED]

Branch transit number: 00180

Transaction details (continued)

Date	Description	Withdrawals (\$)	Deposits (\$)	Balance (\$)
Aug 28	Balance forward			\$99,074.24
Aug 31	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		300.00	99,374.24
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		179.25	99,553.49
	Closing balance			\$99,553.49

Important: This statement will be considered correct if you do not report errors, omissions or irregularities in entries and balances to CIBC in writing within 30 days from last date of the statement period covered by a previously issued regular statement where such period included the date the entry was, or should have been, posted.

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Sinking of Tom Stewart's Boat at the Port Clements' Small Craft Harbour

TUESDAY SEPTEMBER 22, 2015

At approximately 11:30am on Tuesday September 22, 2015 Mr. Unsworth came in to the Village Office to advise that Tom's boat was sinking

I spoke with Christina Engel of the Small Craft Harbours program (Fisheries and Oceans Canada) shortly thereafter regarding the situation

I left a message at Skaadga Naay at approximately 12:40pm for Ms. Romas. This is where I contacted her previously when this boat had an issue

Ms. Romas was listed as an co-owner of this vessel originally but in 2014 she asked me to remove her name from this file

I do not have contact information, except via Canada Post, for Tom Stewart, the owner of this vessel

When I left the message (with a person not a recorded message) I indicated that there was an issue with the vessel.

After speaking with Ms. Engel I attempted to reach someone at the Pollution Response centre in Seal Cove, Prince Rupert to report the developing situation and to advise that we have no idea what deleterious substances may be onboard. I was unable to reach them and they did not have an answering machine.

WEDNESDAY SEPTEMBER 23, 2015

I spoke with Christina Engel of the Small Craft Harbour program approximately 11am to check for another contact number for the centre at Seal Cove

At approximately 11:30am Mr. Riley came into the office to indicate that the boat was sinking.

At 12:25pm I was advised by Public Works that the vessel had sunk.

I called the Pollution Response Centre at 12:30 and spoke to a new person who gave me the cell number for Jody Goffic (not sure of spelling) whom I called and left a message for regarding the situation that the boat has now sunk.

I called Skaadga Naay and left a message again for Ms. Romas - they indicated she didn't work there but they would take a message and deliver it to her so I indicated that the vessel had sunk. This call was placed at 12:40pm

Public Works advised at 1pm that an oil slick was developing so they are deploying what we have for soaker pads and booms to try and contain the situation. I reported back to the Pollution Response centre this latest information and that I was unable to speak with Mr. Goffic. They advised they will get back to me ASAP.

Mr. Goffic called at 1:10pm and I updated him on the situation and provided him with Tom Stewart's mailing information. He also indicated that there

were supplies in Masset that we could utilize - he will advise the RCMP and get back to me. I have advised Public Works that I am working on procuring these supplies.

Coordinated with the RCMP and the Village of Masset to bring rigid booms to Port Clements - leaving Masset approximately 2pm.

Spoke with Christina Engel at DFO - she advised that I need to call Brad Strong 250-363-6353 regarding a navigational note to Mariners

Called Mr. Strong at 2:35pm and gave him the Lat/Long of the Harbour as well as emailed him an aerial photo identifying the boat.

Public Works had the rigid booms anchored in place by 3:30pm

Public Works received notification at home at 6pm that the boat had slipped under the dock as the tide receded and was now lifting and torquing the dock as the tide began to rise again. Upon attendance at the dock Public Works discovered that Mr. Stewart was also there and that the dock was at risk of major damage. Mr. Stewart, along with some assistance, secured some pumps and began pumping out the boat to help right it and cause it to move out from under the dock. By 7pm between the pumps and man-power the boat was no longer pressing on the dock.

At 9am September 24 the Amazing Grace appears to be floating again, the pumps were shut off. Tom Stewart is on scene monitoring it. I have advised the Pollution response team from Prince Rupert regarding what supplies we used of theirs (3 lengths of rigid boom, 1 anchor and 1 dozen garbage bags). They advised that they will try to get over here to assess the situation within the next 4-6 days. I have emailed Brad Strong that the note to Mariners can tentatively be removed.

On September 25 the Amazing Grace was dismantled by the Mennonites via an arrangement with Tom Stewart whereby they were allowed to keep all the salvage as long as the boat was completely dismantled and all debris removed from the Small Craft Harbour.

I am seeking a decision from Council on whether or not to pursue collection of Mr. Stewart's outstanding moorage debt in the amount of \$2,312.06 Mr. Stewart paid up to 2014 yearend in March 2015 but has made no payments toward the 2015 fees. This would be done through Small Claims Court.