



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 :250-557-4326
FAX :250-557-4568
Email : office@portclements.ca
Web : www.portclements.ca

Regular Meeting of Council Tuesday January 3, 2012

AGENDA

1. ADOPT AGENDA.

2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS.

D-1- Heather Hornoi – MIEDS presentation

3. MINUTES.

M-1-Regular meeting of Council December 19, 2011

4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS.

BA-1- Alternate Mayor Schedule for 2012.

5. ORIGINAL CORRESPONDENCE.

C-1- Letter from Urs Thomas requesting reduction in Utility Charges.

C-2- Letter from Shellene Patience concerning creating a formal public opinion and feedback program.

C-3- UBCM Member Release December 22, 2011.

C-4- NCLGA notification of Resolution Submission Deadline: March 2, 2012.

6. GOVERNMENT.

7. FINANCE.

F-1-Cheque listing January 2, 2012.

8. NEW BUSINESS.

NB-1- Report to Council – Meeting Schedule re Financial Planning.

NB-2- Report to Council – 2011 NDIT Funding

9. REPORTS & DISCUSSIONS.

10. QUESTIONS FROM THE PUBLIC & PRESS.

ADJOURNMENT.



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Minutes of the regular meeting of the Port Clements Council held Monday December 19, 2011 in the Council Chambers.

Present:

Mayor Cheer
Councillor Falconbridge
Councillor Gaspar
Councillor Gould
Councillor Thomas

Clerk/Treasurer Kim Mushynsky
Public Works Superintendent Pete Nelson-Smith
Public

Mayor Cheer called the meeting to order at 7:30pm

1. ADOPT AGENDA.

Moved by Councillor Gould, seconded by Councillor Thomas
THAT the agenda be adopted as presented.

CARRIED

2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS.

Corporal Andrew Baylis presented the 2nd quarter report (July-Sept. 2011) and gave a report on the status of the Masset Detachment.

3. MINUTES.

M-1-Regular meeting of Council December 5, 2011

Moved by Councillor Gould, seconded by Councillor Gaspar

THAT the minutes of December 5, 2011 Regular Council meeting be accepted as presented.

CARRIED

M-2 – Committee of the Whole December 5, 2011

Moved by Councillor Thomas, seconded by Councillor Gaspar

THAT the minutes of the December 5, 2011 Committee of the Whole meeting be accepted as presented.

CARRIED

M-3 – Regular Port Clements Emergency Planning Committee October 6, 2011

Moved by Councillor Gaspar, seconded by Councillor Gould

THAT the minutes of the October 6, 2011 Emergency Planning Committee be accepted as presented.

CARRIED

M I

4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS.

BA-1- Committee Representatives List for 2012

Moved by Councillor Gould, seconded by Councillor Thomas

THAT we divide the Alternate Mayor position into quarters for 2012.

CARRIED

Mayor Cheer directed the Clerk/Treasurer to make the above allocation by random choice and report back to Council.

Moved by Councillor Gould, seconded by Councillor Thomas

THAT we appoint Mayor Cheer as the representative for the Tourism committee.

CARRIED

Moved by Councillor Gould, seconded by Councillor Gaspar

THAT we appoint Councillor Thomas as the Representative and Councillor Falconbridge as the Alternate for the Gwaii Tel Committee.

CARRIED

5. ORIGINAL CORRESPONDENCE.

C-1- UBCM Memo of December 1, 2011

Moved by Councillor Gould, seconded by Councillor Thomas

THAT this correspondence be marked "received and filed".

CARRIED

Moved by Councillor Gould, seconded by Councillor Thomas

THAT we open the floor for discussion of the ESSA notification

CARRIED

C-2 – ESSA Announcement

Moved by Councillor Gould, seconded by Councillor Gaspar

THAT this correspondence be marked "received and filed".

CARRIED

C-3 – NWCC – What we heard – Port Clements & Tlell

Moved by Councillor Gould, seconded by Councillor Thomas

THAT this correspondence be marked "received and filed".

CARRIED

C-4 – UBCM Member Release re: RCMP Contract

Moved by Councillor Falconbridge, seconded by Councillor Thomas

THAT this correspondence be marked "received and filed".

CARRIED

6. GOVERNMENT.

7. FINANCE.

F-1-Cheque listing December 19, 2011

Moved by Councillor Gould, seconded by Councillor Falconbridge

THAT the cheque listing of December 19th, 2011 be accepted.

CARRIED

8. NEW BUSINESS.

Moved by Councillor Gould, seconded by Councillor Gaspar
THAT we open the floor for discussion of the Letter of Support request.

CARRIED

NB-1 – Letter of Support request from the Strong Start Program

Moved by Councillor Falconbridge, seconded by Councillor Gaspar

THAT the Village of Port Clements provide a letter for support for age appropriate playground equipment for the Strong Start Program.

CARRIED

9. REPORTS & DISCUSSIONS.

Councillor Thomas- Asked that a 2007 Resolution regarding the Back-roads Maintenance issue be located and distributed to Council for their information.

Councillor Gould- Reported attending a MIEDS meeting to discuss FLTC issues.

Mayor Cheer- Indicated that the Village of Port Clements may experience some economic slowdown in the first half of 2012 due to a variety of logging issues.

Councillor Falconbridge- Reported that the road to Mosquito Lake is in a terrible state of repair.

Councillor Gaspar- No Report

Clerk/Treasurer – Provided a financial snap shot of the Village as compared to budget as of November 30, 2011, reported on the timeline for the hiring process for the new Public Works Superintendent, requested a motion to continue the Fire Protection Fee and Fire Department hourly rate remain unchanged for 2012 and reported on an “Edible Tree” grant that is available.

Public Works Superintendent – Provided a report on major works undertaken to date in 2011 and projects that are both going ahead and tentative for 2012.

Moved by Councillor Gould, seconded by Councillor Thomas

THAT the Fire Protection Fee of \$150.00 and the Fire Department rate of \$250.00 per hour remain unchanged for 2012.

CARRIED

Requested by Councillor Thomas and Falconbridge that if short notice items arise they be phoned rather than emailed.

Clerk/Treasurer to create a short-list of Public Works Superintendent applicants and the reasons for this choice to Council for review as well as include them in the hiring process.

10. QUESTIONS FROM THE PUBLIC & PRESS.

ADJOURNMENT.

Moved by Councillor Falconbridge, seconded by Councillor Gould

THAT the meeting be adjourned at 8:55pm

CARRIED

Wally Cheer,
Mayor

Kim Mushynsky,
Clerk/Treasurer



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ALTERNATE MAYOR SCHEDULE FOR 2012

1ST Quarter – January 1 – March 31, 2012 – Councillor Gaspar

2nd Quarter – April 1 – June 30, 2012 – Councillor Gould

3rd Quarter – July 1 – September 30, 2012 – Councillor Falconbridge

4th Quarter – October 1 – December 31, 2012 – Councillor Thomas

BA-1



GOLDEN SPRUCE MOTEL

2 Grouse Street
Port Clements, BC V0T 1R0

T 250-557-4325
F 250-557-4502
info@goldenspruce.ca

<http://www.goldenspruce.ca>

December 21, 2011
Economic Situation / Water & Sewer charges
Village of Port Clements
P.O. Box 198
Port Clements, BC V0T1R0

Dear Kim, Councillors and Mayor,

unfortunately, a lot of people and businesses have to deal with the Island wide economic downturn and our community is affected as well.

As business owner and operator I have to take actions to enable my business to survive. One of the actions is to lower my operating cost's until the situation improves.

I still try to maintain a certain degree of service to our citizens and community especially after the closing of Gas Plus. There is usually a handful of mostly local people that come in for coffee, maybe have breakfast and socialize a bit.

I serve and cook for my guests and listen to their stories and concerns, but I won't be able to hire someone without loosing money every day. My hours are very limited and the wash-room is usually just used a few times a week.

The occupancy rate in the motel is the lowest I've seen in the last 16 years and I get near to none business anymore from the Logging industry. My current water and sewer usage is probably not more than an average family household but I'm paying \$ 417.00 every 3 months which hurts a lot, knowing not having the required revenue and not using the resource.

Therefore I request that council and staff review my current charges and hopefully come up with a more economic and fair solution.

Thanks for your time and consideration!

Sincerely yours,

Urs Thomas

C-1

Village of Port Clements

From: "Shellene Patience (Haida Gwaii Trader)" <info@haidagwaiitrader.com>
Date: December-26-11 1:46 PM
To: <office@portclements.ca>
Subject: Letter for administration and council

Season's Greetings VOPC team,

This time of year has so many of us gathering, sharing much food and plenty of conversation.

One of the topics that came up frequently is of the 'state of our town'. Although criticism is abound, I believe positive ideas are worth sharing, so below is one for your consideration and review.

As the sole owner and operator of Haida Gwaii Trader, I know how challenging managing a business can be. The never ending 'to do' list can at times be overwhelming and all consuming. I can only imagine how challenging it is to run a town and I have a great respect for anyone who steps up to this plate.

Whatever the size of any enterprise's workload, I believe that long term success depends on decisions and directions being made that reflect the opinions and feedback of the majority of it's customers/members/employees, etc..

Perhaps not for the lesser issues...but for those where considerable money and time are to be invested...might you and your council consider creating a formal public opinion and feedback program as a part of your decision making process?

As you all are well aware, folks have plenty of opinions, but other than chin wagging amongst themselves, or on the rare occasion, attending a council or town meeting there aren't any other real **user friendly** formats with which to express themselves.

Idea: budget in some form of a community liaison program to implement, manage and integrate public opinion regarding our town's governance.

As people's communication and participation methods come in many forms, one could begin this process with a well written survey given to each and every voting member of Port Clements. Perhaps it is sent out in the mail....or....hand deliver this survey with a mention of how valued each member's feedback is. Goodness knows, with such a small community, dividing this task up between council members is not only possible, but would be a huge show of council's commitment to hearing, understanding and representing the opinions of those who voted them into public service.

Some examples of what questions this survey might include are:

- What is their level of interest in what happens to our town? Do they want to be better informed & educated? Do they wish to formally share their opinions & feedback and if so, how often? weekly/monthly/quarterly/once per year?
- What method of communication works best for them? Mail/Email/Internet-such as a possible

C-2
2011-12-30

- forum on the VOPC website, Facebook, etc,-/In person-council or town meetings?
- Of a list of key issues, what ones would they like to share their opinions and feedback?
- What issues are not on the list that are of concern or interest?
- What is their opinion of this community liaison program (detail in in an overview)?
Need/Worth/Format?
- etc.

Every morsel of data collected will be of value....the negative and positive alike. Some folk have lived here for most or all of their lives and the value of their thoughts is, in my humble opinion, truly worth the effort and focus.

There may be some need of a collection of survey follow up...maybe some phone calls or notices to encourage folks to get their surveys in.....but once you have a start of where people stand-who and how they wish to communicate...you are well on your way to working not just **for**, but **with** the community you represent and serve.

Thank you for your time, consideration and all you do for our town.
I look forward to hearing back from you.

Kind Regards,

Shellene Patience
Owner/Operator
Haida Gwaii Trader
250-557-2088
www.haidagwaiitrader.com

"HG Trader: Your Partner in Marketing."



MEMBER RELEASE

December 22, 2011

TO: Mayor & Council | Chair & Board | CAO
FROM: UBCM Secretariat
RE: **Nominations: UBCM Small Water Systems Working Group**

1. Nominations

UBCM is seeking nominations for two (2) local government representatives to sit on the Small Water Systems (SWS) Working Group to replace previously sitting representatives.

Please email nominations for representatives to sit on the SWS Working Group to UBCM.

Email should be sent to: jwright@ubcm.ca

The deadline for submission of nominations is **Wednesday, January 25, 2012.**

2. Background

In September 2010, the UBCM Small Water Systems Working Group was established in response to ongoing local government concerns over the application of the *Drinking Water Protection Act* and associated regulatory water quality standards to small water systems. Throughout 2010 and 2011, the Working Group developed terms of reference as well as an issues paper that identified a series of interpretation, application, financial, operational, governance and liability issues with small water systems in BC. At the 2011 UBCM Convention, the Working Group made recommendations with respect to a new definition for small water systems as well as a new approach for the treatment of surface water.

The purpose of the UBCM Small Water Systems Working Group is to:

- review local government implementation experiences with the Drinking Water Protection Act and related Drinking Water Protection Regulation;
- review the principles of the drinking water legislative and regulatory framework;
- identify policy, regulatory and/or legislative amendments where appropriate; and
- develop an action plan for developing and/or implementing any identified policy, regulatory, and/or legislative changes.

The SWS Working Group is comprised of representatives from local government and from the provincial ministries responsible or significantly involved with the development and

implementation of the *Drinking Water Protection Act* and the associated Drinking Water Protection Regulation. These include representatives from the Ministry of Health, the Ministry of Community, Sport & Cultural Development, the Ministry of Environment, and a regional health authority. UBCM has five (5) local government representatives on the Working Group.

The SWS Working Group meets monthly or at the call of the chair, if an emergency meeting is required. Meetings may occur in-person or through teleconference.

UBCM Contact

If your local government has any questions regarding this communication, please contact:

Jared Wright
Senior Policy Analyst
Email: jwright@ubcm.ca
Tel: 604-270-8226 ext. 113

December 12, 2011

Village of Port Clements
Box 198
36 Cedar Avenue West
Port Clements, BC V0T 1R0

Re: Resolution Submission Deadline: March 2nd, 2012

Dear Mayor Cheer and Council,

The North Central Local Government Association's 57th Annual General Meeting and Convention is coming up May 2nd - 4th, 2012 in 100 Mile House. The Executive of the NCLGA encourages you to submit your resolutions on issues of concern for debate at the Convention. These resolutions are vital to the Association, as the issues identified and endorsed at this meeting help to focus the work plan for the Executive and staff during the year ahead.

We strongly encourage you to draft and submit your resolutions early. Resolutions must be submitted to the NCLGA office prior to the deadline of **Friday, March 2nd, 2012**. We work with a tight schedule to allow enough time for the resolutions to be forwarded to UBCM for comment and then returned to us for compilation into the Annual Report prior to convention. All five of the Area Associations submit resolutions to UBCM during the same time period, which can create challenges for the UBCM staff.

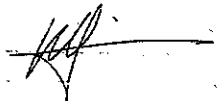
In an effort to streamline the resolution process, both at our own Convention and at UBCM, if resolutions are received that cover the same topic we may combine them to form one resolution giving all sponsors credit.

Enclosed please find:

- a sample resolution with preparation guidelines.
- examples of well written resolutions.
- criteria for the Best Crafted Resolution Gold Star Award.

If you would like to research whether a topic has come up in previous years there is a searchable database of resolutions dating back to the Year 2000 on the NCLGA website at: www.nclga.ca. If assistance or advice is needed with the drafting of your resolutions please do not hesitate to contact either myself or staff at the NCLGA office.

Sincerely,



Mayor Mike Frazier
Resolutions Chair, NCLGA

Encl.

C-4

EXAMPLES OF WELL WRITTEN RESOLUTIONS NCLGA GOLD STAR WINNERS 2011

FEDERAL/PROVINCIAL ENVIRONMENTAL ASSESSMENT PROCESSES

WHEREAS British Columbia and Canada have differing legislative responsibilities and utilize separate environmental assessment processes to support their respective roles in approving major resource developments;

AND WHEREAS the use of separate environmental assessment processes results in a fragmented and disconnected evaluation of impacts and places an excessive burden on development proponents:

THEREFORE BE IT RESOLVED that the NCLGA encourage British Columbia and Canada to amalgamate their environmental impact assessment processes for major resource developments.

REVENUE SHARING FROM MINING ROYALTIES

WHEREAS mineral industry activity involves non renewable resources and creates demand on Local Government infrastructure and services such as community water systems, roads and emergency and protective services;

AND WHEREAS property taxation alone is often inaccessible and insufficient for affected communities within a region to provide needed services and infrastructure:

THEREFORE BE IT RESOLVED that the NCLGA and UBCM call upon the Provincial Government to establish a program to provide revenue sharing from mineral royalties for Local Governments affected by mining development in their regions.

HIGH SPEED INTERNET/CELL PHONE COVERAGE

WHEREAS access to high speed internet and cell phone coverage has been an ongoing promise to residents of Canada from various levels of government;

AND WHEREAS many rural areas in Canada still do not have access to these services, which deters people from moving to these areas, adversely impacting economic development and business opportunities in rural BC and rural Canada:

THEREFORE BE IT RESOLVED that the NCLGA and UBCM strongly encourage the Provincial and Federal Governments to move quickly toward ensuring the availability of high speed internet and cell phone service to every Canadian community.



NCLGA 2012 GOLD STAR RESOLUTION CRITERIA



- Resolution must be properly titled.
- Resolution must employ clear, simple language.
- Resolution must clearly identify problem, reason and solution.
- Resolution must have two or fewer recital clauses.
- Resolution must have a short, clear, stand-alone enactment clause.
- Resolution must focus on a single subject, and be of local government concern region-wide.
- Resolution must include appropriate references to policy, legislation and regulation.
- Resolution must be received prior to the deadline of March 2nd, 2012
- Resolution must have a recommendation of endorsement by the NCLGA Executive.



SAMPLE RESOLUTION

SHORT TITLE

SPONSOR'S NAME

WHEREAS ;

AND WHEREAS :

THEREFORE BE IT RESOLVED that the NCLGA .

(Note: A second "operative" clause, if it is absolutely required, should start as follows:

AND BE IT FURTHER RESOLVED that .

Guidelines on Preparing Resolutions

The construction of a resolution:

Each resolution should address **only one specific subject.**

All resolutions must contain a **preamble and an operative clause.**

The preamble clause ("whereas") describes the issue, and the operative clause ("therefore be it resolved) outlines the action that NCLGA is being requested to undertake.

The resolution should answer three questions:

- 1) What is the problem?
- 2) What is causing the problem?
- 3) What is the best way to solve the problem?

The preamble should contain no more than two "whereas" clauses. If the sponsor feels that the rationale is not fully stated within the two "whereas" clauses, supporting background documentation should be provided.

The operative clause should be as short as possible, and clearly describe the action being requested.

a

VILLAGE OF PORT CLEMENTS
Cheque Listing For Council

Page 1 of 1
2012-Jan-02
3:56:24 PM

Cheque	Date	Name	Invoice	Description	Invoice Amount	Cheque Amount
20110689	2011-12-23	BLUE CROSS		PAYMENT		1,241.96
			Jan 2012	MONTHLY PREMIUMS	1,241.96	
20110690	2011-12-23	CORPORATE EXPRESS		PAYMENT		43.29
			29133391	PENS,POST-ITS,BATTERIES,	43.29	
20110691	2011-12-23	OBSERVER PUBLISHING CO. LTD.		PAYMENT		454.72
			12824	HELP WANTED AD PUBLIC WKS SUPERI	250.88	
			12825	2012 MEETING SCHEDULE	203.84	
20110692	2011-12-23	OPUS DAYTONKNIGHT		PAYMENT		6,267.48
			6806	WTP PREDESIGN	6,267.48	
20110693	2011-12-23	RECEIVER GENERAL - CCRA		PAYMENT		3,024.59
			Dec 2011	CCRA DEC 2011 REMITTANCE	3,024.59	
20110694	2011-12-23	UNION OF BC MUNICIPALITIES		PAYMENT		75.60
			PC12-89	LOCAL GOVMT PLANNER + WALL CALE	75.60	
20110695	2011-12-23	Chown Enterprises Inc.		PAYMENT		1,039.36
			562709	DUPLICATE KEYS	1,039.36	
Total					12,147.00	

F-1



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REPORT TO COUNCIL

Author: Kim Mushynsky
Date: January 2, 2012
Re: **Meeting Schedule re Financial Planning**

I have attached a tentative calendar for February – May in regards to the Financial Planning requirements. The Strategic Planning Session is closed to the public but the remaining meetings are open to the public and, except for the Regular meetings, will follow a committee of the whole format.

There are 4 meetings scheduled for budget review (Feb. 13, 15 & 22 and March 14). We do not have to use up all of these meetings if we manage to reach consensus on the budget before then.

April and May's meetings are somewhat fixed due to Statutory requirements for public consultation and deadlines for when Tax Rate and Financial Bylaws must be adopted by.

Please let me know if any of the meeting dates are completely unacceptable so that we can figure out alternate dates as soon as possible.

Respectfully submitted,

NB-1

FEBRUARY 2012

<u>SUNDAY</u>	<u>MONDAY</u>	<u>TUESDAY</u>	<u>WEDNESDAY</u>	<u>THURSDAY</u>	<u>FRIDAY</u>	<u>SATURDAY</u>
			1	2	3	4
5	6 Regular Council Mtg. 7:30pm	7	8 Strategic Planning Seminar 6pm	9	10	11
12	13 Water & Sewer Budget Mtg. 6pm	14	15 General Budget Mtg. 6pm	16	17	18
19	20 Regular Council Mtg. 7:30pm	21	22 General Budget Mtg. 6pm	23	24	25
26	27	28	29			

MARCH 2012

SUNDAY MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY SATURDAY

				1	2	3
4	5 Regular Council Mtg. 7:30pm	6	7	8	9	10
11	12	13	14 Budget Recap and Finalize Mtg. 6pm	15	16	17
18	19 Regular Council Mtg. 7:30pm	20	21	22	23	24
25	26	27	28	29	30	31

APRIL 2012

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 Regular Council & Public Financial Mtg. 7PM	3	4	5	6 Good Friday Stat	7
8	9 Easter Monday Stat	10	11	12	13	14
15	16 Regular Council Mtg. & 1,2, 3 rd Reading of Financial Plan 7:30pm	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

MAY 2012

SUNDAY MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY SATURDAY

		1	2	3	4	5
6	7 Regular Council Mtg. 1, 2 & 3 rd Reading on Tax Rate 7:30pm	8	9 Special Council Mtg. Reconsider & Adopt Financial & Tax Bylaws 6pm	10 Kim Leaves on Vacation	11 Kim Away	12
13	14 Kim Away	15 Kim Away	16 Kim Away	17 Kim Away	18 Kim Away	19
20	21 Victoria Day Stat.	22 Regular Council Mtg. 7:30pm Sharon taking minutes	23 Kim Away	24 Kim Away Back to work tomorrow	25	26
27	28	29	30	31		



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REPORT TO COUNCIL

Subject: 2011 NDIT Funding

Date: December 22, 2011

Author: Kim Mushynsky

On March 11, 2011 a motion was made by Council to allocate \$15,000 of the NDIT funding to MIEDS and retain the remaining \$15,000 by the Village of Port Clements to fund a report on the economics of operating a barge facility in Port Clements (as opposed to the Barge Feasibility study which explains the costs and issues related to building a barge facility in Port Clements). In late August 2011 there was a call for proposals to do the economic feasibility study but no responses were received as of the deadline.

Therefore, as we did not expend the money in 2011 as we anticipated doing, in order to keep the funding on island, we need to make a new motion to allocate the entire \$30,000 to MIEDS for the 2011 yearend and then decide for 2012 what we want to do with our NDIT funding.

NB-2



December 12, 2011

Village of Port Clements
PO Box 198
Port Clements, BC V0T 1R0

Dear Mayor Cheer,

RE: 2011 NDIT Community Report and request for 2012 Funding.

It is my pleasure to present our report for the 2011 NDIT - Community Economic Development Capacity Building Program for your review and acceptance. The report provides a brief description of our relevant economic development activities and expenditures under this funding.

As you are aware, in 2011 Port Clements chose to allocate only \$15,000 of the possible \$30,000. As well, SQCRD Area D did not contribute the \$2,500 available for collaborative economic development. Therefore, we are reporting out on \$105,000 in NDIT ED Capacity Building funding and \$17,500 in NDIT Collaborative funding; allocated to MIEDS under agreement on behalf of the participating communities. Upon acceptance by your Council, please submit this report and a resolution approving the report directly to NDIT as fulfillment of the funding reporting requirements. Please note that the deadline for this report is January 31st, 2012.

The commitment to collaboration is what allows MIEDS to continue to identify and drive economic development for the islands of Haida Gwaii. The salient focus of MIEDS in 2012 will be the development of a Three year Economic Development Strategy. To be able to implement our 2012 plans, we would like to take this opportunity to ask the Village of Port Clements to once again consider supporting our collaborative efforts on Haida Gwaii by contributing the \$35,000 from the NDIT Economic Development Capacity Building Program for 2012. Should the Council be in agreement, please provide a Resolution to MIEDS and we will apply directly to NDIT for both the main \$30,000 and the \$5,000 available for joint economic development initiatives under this program.

The MIEDS Board wishes to sincerely thank you for your support of our collaborative work on community economic development for Haida Gwaii. We trust that you will find the attached report in good order. Should you have any question, please feel free to contact me. I would be happy to provide a report to your board in person as may be mutually convenient.

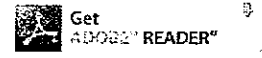
Sincerely,

Heather Hornoi
Economic Development Officer

Adobe Reader 3.0+ is requ
If you are using an earlier version
Adobe Reader is a free download

2011 REPORT

APPROVAL REQUIRED



1. Proponent Profile

Community Name (Municipality or Regional District): Misty Isles Economic Development Society for Port Clements	
Address (street, city, postal code): Box 652, Queen Charlotte, BC V0T 1S0	
Telephone: 250-559-8050	Fax: 250-559-8055
Email: edo@mieds.ca	Website (URL): www.mieds.ca

2. Primary Contact Information

Primary Contact (for this application): Heather Hornoi	Position / Title: Economic Development Officer
---	---

Complete the following only if different from the above community contact information:

Address (street, city, postal code):	Telephone:
Email:	Fax:

3. 2010 Economic Development Ledger

	Budget (\$) As Per Application:	Actual (\$) As Per Attached Ledger:
Economic Development Spending 2010	\$ 122,500.00	\$ 122,500.00

↔ Please submit a detailed printout from your accounting software of your complete economic development ledger for 2010. The total amount spent on the ledger must match the amount entered as Actual (\$) above.

Briefly describe the additional economic development activities that the Economic Development Capacity Building grant allowed your community to pursue in 2010:

Developed the Haida Gwaii Agriculture Strategy and Implementation Plan
 Developed a Digital Asset Management System
 Co-Hosted the Grant Writing Workshop
 Developed a Trails Strategy
 Joined the Invest Northwest BC initiative
 Continued to coordinate the Tourism Advisory Committee trying to advance collaborative tourism marketing
 Obtained funding to create a social media position allowing skill development of an islander, as well as enhancing tourism communications infrastructure
 Furthered the Forest License to Cut project
 Restructured the organizations Board for enhanced accountability of MIEDS to the participating communities.

Please comment on the positive benefits that Northern Development's Economic Development Capacity Building program has created in your community:

Assisting the communities in coming together to achieve increased coordination, collaboration and implementation of island-wide economic development priorities to respond to business partnerships with the Haida communities for the benefit of all people on the islands.

4. Collaborative Project

If you were approved for the additional collaborative project funding, please complete the following:

<p>Briefly describe the collaborative project you and your partners pursued:</p> <p>The communities chose to use their collaborative project money as the base budget for collaborative economic development in support of MIEDS.</p>	
<p>Please list the municipalities, regional districts, and/or other organizations you collaborated with:</p>	<p>Contribution (\$):</p>
<p>1) Misty Isles Economic Development Society</p>	<p>\$</p>
<p>2) Queen Charlotte</p>	<p>\$ 5,000.00</p>
<p>3) Masset</p>	<p>\$ 5,000.00</p>
<p>4) Port Clements</p>	<p>\$ 5,000.00</p>
<p>5) SQCRD - Area D</p>	<p>\$ 2,500.00</p>
<p>6)</p>	<p>\$</p>

✦ Please submit proof that your portion of the collaborative project was paid. This could be invoices, cheque stubs, a general ledger printout, etc.

5. Authorization

I AFFIRM THAT the information in this report is accurate, complete, and fairly presented. I authorize Northern Development to make enquiries in order to verify the results reported, and I agree to provide upon request any additional updates and reporting Northern Development staff deems necessary. I understand that information provided to Northern Development may be accessible under the Freedom of Information (FOI) Act.

Name:

Organization Signing Authority

Title:

Date:

6. Submitting Your Project Reporting

Completed Project Reporting forms with required attachments can be submitted to Northern Development by:

Email: finance@northerndevelopment.bc.ca

Fax: 250-561-2563

Mail: Northern Development Initiative Trust
301 – 1268 Fifth Avenue
Prince George, BC V2L 3L2

Misty Isles Econ Dvpt Society

Comparative Income Statement

	Actual 01/04/2011 to 29/11/2011	Budget 01/04/2011 to 31/03/2012
REVENUE		
Revenue		
Prov of BC Funding	0.00	66,312.36
NDIT Funding	0.00	107,500.00
Coast Sustainability Trust	10,000.00	10,000.00
NBCT	450.00	23,000.00
ICCI	0.00	0.00
Gwaii Trust Society	2,729.35	0.00
Investment Agriculture	1,163.45	0.00
Interest Revenue	1,523.51	2,000.00
Memberships	0.00	1,600.00
Other	2,070.00	10,000.00
Community Programming Grants	0.00	0.00
SQCRD Funding	4,775.71	4,775.00
Job Creation Partnerships	2,314.00	5,058.00
Targeted Wage Subsidy	0.00	0.00
Total Other Revenue	<u>25,026.02</u>	<u>230,245.36</u>
TOTAL REVENUE	<u>25,026.02</u>	<u>230,245.36</u>
EXPENSE		
Payroll Expenses		
Economic Dvpt Officer	40,119.72	66,242.00
Admin Assistant	19,281.85	33,052.50
Contracted Services	0.00	0.00
Project Coordinator	13,088.71	11,592.00
Employers Expense	5,127.64	7,225.86
HR Contingency	4,764.61	5,000.00
Wages & Salaries	0.00	0.00
Total Payroll Expense	<u>82,382.53</u>	<u>123,112.36</u>
General & Administrative Expe...		
Fees, Memberships	533.54	1,000.00
Legal Fees	6,375.59	9,000.00
Advertising, Promotion, Website	3,343.05	4,000.00
Prof Dvpt	0.00	0.00
Strategic Planning	0.00	0.00
Insurance	1,542.00	1,600.00
Interest & Bank Charges	200.15	500.00
Credit Card Charges	6.91	0.00
Office Equipment	268.79	2,000.00
Office Supplies	1,216.42	2,500.00
Copies/ Postage	192.88	1,000.00
Telephone/Fax/Internet	3,297.00	4,000.00
Meetings & Functions	1,298.63	5,000.00
Meeting Meals	80.00	0.00
Travel	2,839.48	15,000.00
Rent/Utilities	7,230.58	12,600.00
Repairs/Maintenance	580.00	1,500.00
Prev Fiscal HST Adjustment	0.00	0.00
HST Expense	4,649.44	3,000.00
Total General & Admin. Expen...	<u>33,654.46</u>	<u>62,700.00</u>
Project Expenditures		
Corporation Costs	5,873.58	10,000.00
Agriculture Strategy	0.00	0.00
Trails Strategy	4,260.00	4,775.00
Foreign Investment Development	0.00	0.00
Community Tourism Program	10,876.80	23,000.00
Tourism	0.00	1,600.00

Misty Isles Econ Dvpt Society Comparative Income Statement

	Actual 01/04/2011 to 29/11/2011	Budget 01/04/2011 to 31/03/2012
Social Media Eqpt	2,205.94	1,500.00
Social Media Training	323.59	338.00
Social Media Office, Adv, Travel	363.31	3,220.00
Total Project Expenditures	<u>23,903.22</u>	<u>44,433.00</u>
TOTAL EXPENSE	<u>139,940.21</u>	<u>230,245.36</u>
NET INCOME	<u>-114,914.19</u>	<u>0.00</u>

Misty Isles Econ Dvpt Society

Fund Allocation Detail 01/01/2011 to 29/11/2011

Date	Description	Source	JE#	Amount	Cumulative
NDIT 2011					
5210	Economic Dvpt Officer				
15/04/2011	April 1-15, 2011, Ceridian	Cash	J15	3,125.00	3,125.00
30/04/2011	April 16-31, 2011, Ceridian	Cash	J20	3,125.00	6,250.00
15/05/2011	May 1-15, 2011, Ceridian	Cash	J91	3,125.00	9,375.00
31/05/2011	May 16-31, 2011, Ceridian	Cash	J104	3,125.00	12,500.00
30/06/2011	June 16-30, 2011, Ceridian	Cash	J216	1,166.72	13,666.72
15/07/2011	July 1-15, 2011, Ceridian	Cash	J236	2,916.00	16,582.72
31/07/2011	July 16-31, 2011, Ceridian	Cash	J257	2,916.00	19,498.72
15/08/2011	Aug 1-15 2011, Ceridian	Cash	J295	2,916.00	22,414.72
31/08/2011	Aug 16-31, 2011, Ceridian	Cash	J296	2,916.00	25,330.72
15/09/2011	Sept 1-15, 2011, Ceridian	Cash	J319	2,916.00	28,246.72
30/09/2011	Sept 16-30, 2011, Ceridian	Cash	J336	2,916.00	31,162.72
15/10/2011	Oct 1-15, 2011, Ceridian	Cash	J357	2,916.00	34,078.72
31/10/2011	Oct 16-31, 2011, Ceridian	Cash	J364	2,916.00	36,994.72
15/11/2011	Nov 1-15, 2011, Ceridian	Cash	J375	3,125.00	40,119.72
				<u>40,119.72</u>	
5211	Admin Assistant				
15/04/2011	April 1-15, 2011, Ceridian	Cash	J15	1,354.16	41,473.88
30/04/2011	April 16-31, 2011, Ceridian	Cash	J20	1,354.16	42,828.04
15/05/2011	May 1-15, 2011, Ceridian	Cash	J91	1,354.16	44,182.20
31/05/2011	May 16-31, 2011, Ceridian	Cash	J104	1,354.16	45,536.36
15/06/2011	June 1-15 2011, Ceridian	Cash	J142	1,377.46	46,913.82
15/06/2011	Apr-June 2011 Retro, Ceridian	Cash	J143	116.10	47,029.92
30/06/2011	June 16-30, 2011, Ceridian	Cash	J216	1,354.16	48,384.08
15/07/2011	July 1-15, 2011, Ceridian	Cash	J236	1,377.46	49,761.54
31/07/2011	July 16-31, 2011, Ceridian	Cash	J257	1,377.46	51,139.00
15/08/2011	Aug 1-15 2011, Ceridian	Cash	J295	1,377.46	52,516.46
31/08/2011	Aug 16-31, 2011, Ceridian	Cash	J296	1,377.46	53,893.92
15/09/2011	Sept 1-15, 2011, Ceridian	Cash	J319	1,101.53	54,995.45
30/09/2011	Sept 16-30, 2011, Ceridian	Cash	J336	1,101.53	56,096.98
15/10/2011	Oct 1-15, 2011, Ceridian	Cash	J357	1,101.53	57,198.51
31/10/2011	Oct 16-31, 2011, Ceridian	Cash	J364	1,101.53	58,300.04
15/11/2011	Nov 1-15, 2011, Ceridian	Cash	J375	1,101.53	59,401.57
				<u>19,281.85</u>	
5213	Project Coordinator				
15/04/2011	April 1-15, 2011, Ceridian	Cash	J15	1,472.88	60,874.45
30/04/2011	April 16-31, 2011, Ceridian	Cash	J20	1,472.88	62,347.33
15/05/2011	May 1-15, 2011, Ceridian	Cash	J91	1,472.88	63,820.21
31/05/2011	May 16-31, 2011, Ceridian	Cash	J104	1,472.88	65,293.09
15/06/2011	June 1-15 2011, Ceridian	Cash	J142	1,619.35	66,912.44
15/06/2011	Apr-June 2011 Retro, Ceridian	Cash	J143	736.82	67,649.26
30/06/2011	June 16-30, 2011, Ceridian	Cash	J216	1,471.75	69,121.01
15/07/2011	July 1-15, 2011, Ceridian	Cash	J236	1,743.69	70,864.70
31/07/2011	July 16-31, 2011, Ceridian	Cash	J257	1,560.39	72,425.09
15/08/2011	Aug 1-15 2011, Ceridian	Cash	J295	65.19	72,490.28
				<u>13,088.71</u>	
5217	Employers Expense				
15/04/2011	April 1-15, 2011, Ceridian	Cash	J15	421.30	72,911.58
30/04/2011	April 16-31, 2011, Ceridian	Cash	J20	421.30	73,332.88
15/05/2011	May 1-15, 2011, Ceridian	Cash	J91	421.30	73,754.18
31/05/2011	May 16-31, 2011, Ceridian	Cash	J104	421.30	74,175.48
15/06/2011	June 1-15 2011, Ceridian	Cash	J142	208.59	74,384.07
15/06/2011	Apr-June 2011 Retro, Ceridian	Cash	J143	63.49	74,447.56
30/06/2011	June 16-30, 2011, Ceridian	Cash	J216	275.47	74,723.03
15/07/2011	July 1-15, 2011, Ceridian	Cash	J236	427.63	75,150.66
31/07/2011	July 16-31, 2011, Ceridian	Cash	J257	413.98	75,564.64
15/08/2011	Aug 1-15 2011, Ceridian	Cash	J295	309.93	75,874.57
31/08/2011	Aug 16-31, 2011, Ceridian	Cash	J296	305.08	76,179.65
15/09/2011	Sept 1-15, 2011, Ceridian	Cash	J319	284.54	76,464.19
30/09/2011	Sept 16-30, 2011, Ceridian	Cash	J336	284.54	76,748.73
15/10/2011	Oct 1-15, 2011, Ceridian	Cash	J357	284.54	77,033.27
31/10/2011	Oct 16-31, 2011, Ceridian	Cash	J364	284.54	77,317.81
15/11/2011	Nov 1-15, 2011, Ceridian	Cash	J375	300.11	77,617.92
				<u>5,127.64</u>	

Misty Isles Econ Dvpt Society
Fund Allocation Detail 01/01/2011 to 29/11/2011

Date	Description	Source	JE#	Amount	Cumulative
5220	HR Contingency				
05/04/2011	613991, BC Classified	CUETS MC	J132	344.94	77,962.86
08/04/2011	11315, Observer Publishing	605	J126	428.19	78,391.05
08/04/2011	2011-0413, Economic Dvpt Associati...	604	J128	100.00	78,491.05
09/05/2011	10765, Village of Port Clements	628	J130	222.88	78,713.93
08/06/2011	118417, 458,463, Office Works Plus	654	J122	168.60	78,882.53
27/06/2011	June 27, 2011, Heather Hornoi	657	J305	3,500.00	82,382.53
				4,764.61	
5610	Fees, Memberships				
15/04/2011	April 1-15, 2011, Ceridian	Cash	J15	26.20	82,408.73
30/04/2011	April 16-31, 2011, Ceridian	Cash	J20	26.20	82,434.93
09/05/2011	Form 10, Receiver General	630	J70	50.00	82,484.93
15/05/2011	May 1-15, 2011, Ceridian	Cash	J91	26.20	82,511.13
31/05/2011	May 16-31, 2011, Ceridian	Cash	J104	35.60	82,546.73
15/06/2011	June 1-15 2011, Ceridian	Cash	J142	24.40	82,571.13
15/06/2011	Apr-June 2011 Retro, Ceridian	Cash	J143	22.61	82,593.74
30/06/2011	June 16-30, 2011, Ceridian	Cash	J216	26.20	82,619.94
15/07/2011	July 1-15, 2011, Ceridian	Cash	J236	24.40	82,644.34
31/07/2011	July 16-31, 2011, Ceridian	Cash	J257	23.96	82,668.30
15/08/2011	Aug 1-15 2011, Ceridian	Cash	J295	23.96	82,692.26
31/08/2011	Aug 16-31, 2011, Ceridian	Cash	J296	20.37	82,712.63
15/09/2011	Sept 1-15, 2011, Ceridian	Cash	J319	20.37	82,733.00
30/09/2011	Sept 16-30, 2011, Ceridian	Cash	J336	20.37	82,753.37
15/10/2011	Oct 1-15, 2011, Ceridian	Cash	J357	37.17	82,790.54
31/10/2011	Oct 16-31, 2011, Ceridian	Cash	J364	20.37	82,810.91
15/11/2011	Nov 1-15, 2011, Ceridian	Cash	J375	65.16	82,876.07
				493.54	
5612	Legal Fees				
19/05/2011	Bul, Hou, Tup, Village of QC	635	J81	3,835.00	86,711.07
16/09/2011	290886, Bull, Housser and Tupper	696	J322	2,540.59	89,251.66
				6,375.59	
5615	Advertising, Promotion, Website				
08/04/2011	1736, Indigo Ink Graphic Design	603	J9	114.75	89,366.41
16/05/2011	11521, Observer Publishing	632	J78	204.00	89,570.41
24/05/2011	11554, Observer Publishing	639	J349	28.00	89,598.41
26/07/2011	320, Haida Gwaii Trader	675	J259	255.00	89,853.41
22/08/2011	Aug 10, 2011, Heather Hornoi	683	J287	155.50	90,008.91
				757.25	
5685	Insurance				
21/04/2011	112888, Axis Insurance Manager Inc	607	J13	822.00	90,830.91
01/06/2011	21279, Key West Insurance	648	J102	720.00	91,550.91
				1,542.00	
5690	Interest & Bank Charges				
31/08/2011	Aug SC	NSCU	J317	24.85	91,575.76
31/10/2011	Oct SC	NSCU	J374	18.35	91,594.11
				43.20	
5695	Office Equipment				
27/06/2011	June 27, 2011, Heather Hornoi	657	J305	268.79	91,862.90
5700	Office Supplies				
26/04/2011	April 26, 2011, City Centre Store	CUETS MC	J24	16.78	91,879.68
09/05/2011	8405,5778,5764,8398, Office Works ...	631	J71	220.50	92,100.18
14/07/2011	21, North Pacific Kelp	666	J233	24.00	92,124.18
26/07/2011	July 26, 2011, Jenn Dolen	673	J245	80.81	92,204.99
05/08/2011	July 27, 2011, Mary Lou Schroeder	681	J278	21.98	92,226.97
22/08/2011	95843 & 95924, Office Works Plus	687	J283	107.10	92,334.07
02/09/2011	Sept 2, 2011, City Centre Store	CUETS MC	J342	9.51	92,343.58
22/09/2011	Sept 22, 2011, Business.In.A.Box	CUETS MC	J339	223.94	92,567.52
28/09/2011	573026, J&F Distributors	CUETS MC	J353	214.98	92,782.50
06/10/2011	95965, Office Works Plus	704	J354	168.50	92,951.00
01/11/2011	95549, Office Works Plus	710	J369	141.90	93,092.90
10/11/2011	Oct 27, 2011, City Centre Store	CUETS MC	J380	24.97	93,117.87
				1,254.97	
5770	Copies/ Postage				
30/04/2011	April 5, 2011, Canada Post	CUETS MC	J26	20.73	93,138.60

~ Misty Isles Econ Dvpt Society
Fund Allocation Detail 01/01/2011 to 29/11/2011

Date	Description	Source	JE#	Amount	Cumulative
08/06/2011	June 8, 2011, Canada Post	CUETS MC	J205	4.12	93,142.72
11/06/2011	June 11, 2011, Canada Post	CUETS MC	J204	59.00	93,201.72
04/07/2011	July 2011, Purolator	CUETS MC	J324	30.60	93,232.32
25/08/2011	Aug 25, 2011, Canada Post	CUETS MC	J351	9.79	93,242.11
				<hr/>	
				124.24	
5780	Telephone/Fax/Internet				
08/04/2011	April 2011, QCIslands Net	597	J73	52.00	93,294.11
11/04/2011	April 2011, Telus	606	J12	278.07	93,572.18
21/04/2011	April 2011, Telus Mobility	620	J42	104.70	93,676.88
03/05/2011	May 2011, QCIslands Net	623	J75	52.00	93,728.88
16/05/2011	May 2011, Telus	633	J151	160.24	93,889.12
21/05/2011	May 2011, Telus Mobility	649	J103	104.70	93,993.82
16/06/2011	June 2011, Telus	658	J149	156.13	94,149.95
27/06/2011	June 27, 2011, Heather Hornoi	657	J305	254.93	94,404.88
14/07/2011	June/July 2011, QCIslands Net	665	J232	305.30	94,710.18
14/07/2011	June July 2011, Telus	670	J241	47.53	94,757.71
08/08/2011	August 2011, QCIslands Net	680	J277	60.14	94,817.85
22/08/2011	Aug 2011, Telus	685	J281	252.91	95,070.76
22/08/2011	Aug 10, 2011, Heather Hornoi	683	J287	200.00	95,270.76
08/09/2011	Aug 2011, QCIslands Net	690	J311	52.00	95,322.76
16/09/2011	Sept 2011, Telus	695	J321	143.08	95,465.84
16/09/2011	523, HG Community Futures	697	J323	20.00	95,485.84
03/10/2011	Aug/Sept, Heather Hornoi	701	J344	200.00	95,685.84
03/10/2011	Oct 2011, QCIslands Net	703	J347	52.00	95,737.84
16/10/2011	Oct 2011, Telus	706	J360	145.17	95,883.01
01/11/2011	Sept/Oct 2011, Heather Hornoi	709	J390	341.60	96,224.61
02/11/2011	Nov, QCIslands Net	711	J370	52.00	96,276.61
16/11/2011	Nov 2011, Telus	713	J377	151.58	96,428.19
				<hr/>	
				3,186.08	
5782	Meetings & Functions				
10/04/2011	April 9, 2011, 37Signals-Charge.com	CUETS MC	J28	23.54	96,451.73
15/04/2011	April 15, 2011, Basecamp	CUETS MC	J27	23.74	96,475.47
26/04/2011	April 26, 2011, Purple Onion	CUETS MC	J22	16.00	96,491.47
30/04/2011	April 26, 2011, Smillies B&B	617	J19	215.00	96,706.47
30/04/2011	April 26, 2011b, City Centre Store	CUETS MC	J25	17.26	96,723.73
30/04/2011	April 15, 2010, Oceanview Restaurant	CUETS MC	J31	37.99	96,761.72
09/05/2011	20110069, Village of Port Clements	629	J157	100.00	96,861.72
15/05/2011	May 2011, Basecamp	CUETS MC	J108	23.70	96,885.42
16/05/2011	May 16, 2011, Purple Onion	CUETS MC	J110	22.15	96,907.57
17/05/2011	May 2011, 37Signals-Charge.com	CUETS MC	J111	24.04	96,931.61
17/05/2011	May 18, 2011, Oceanview Restaurant	CUETS MC	J112	33.90	96,965.51
19/05/2011	264533, NWCC	634	J80	100.00	97,065.51
25/05/2011	May 25, 2011, QC Community Club	640	J94	100.00	97,165.51
25/05/2011	May 25, 2011, Wiggy's	645	J100	100.00	97,265.51
25/05/2011	May 25, 2011, City Centre Store	CUETS MC	J118	17.71	97,283.22
26/05/2011	May 26, 2011, City Centre Store	CUETS MC	J114	10.79	97,294.01
26/05/2011	May 26, 2011, Oceanview Restaurant	CUETS MC	J115	214.12	97,508.13
10/06/2011	June 2011, 37Signals-Charge.com	CUETS MC	J206	24.11	97,532.24
15/06/2011	June 2011, Basecamp	CUETS MC	J207	24.09	97,556.33
10/07/2011	July 2011, 37Signals-Charge.com	CUETS MC	J325	23.78	97,580.11
15/07/2011	July 2011, Basecamp	CUETS MC	J326	23.62	97,603.73
22/08/2011	Aug 10, 2011, Heather Hornoi	683	J287	24.00	97,627.73
12/09/2011	Sept 2011, 37Signals-Charge.com	CUETS MC	J340	24.66	97,652.39
15/09/2011	Sept 15, 2011, 37Signals-Charge.com	CUETS MC	J341	24.35	97,676.74
15/10/2011	Oct 15, 2011, Basecamp	CUETS MC	J378	25.04	97,701.78
10/11/2011	Oct 11, 2011, 37Signals-Charge.com	CUETS MC	J379	25.04	97,726.82
				<hr/>	
				1,298.63	
5783	Meeting Meals				
22/08/2011	July 8 & 12, 2011, Evan Putterill	684	J280	80.00	97,806.82
5789	Travel				
21/04/2011	April Sat Office, Travis Glasman	608	J14	201.50	98,008.32
30/04/2011	April 26, 2011, Carol Kulesha	614	J17	67.50	98,075.82
30/04/2011	April 26, 2011, Barry Pages	619	J41	53.56	98,129.38
09/05/2011	April 4-May 4, 201, Jenn Dolen	625	J66	205.96	98,335.34
09/05/2011	April 26-May5, 2011, Travis Glasman	626	J67	273.52	98,608.86

Misty Isles Econ Dvpt Society
Fund Allocation Detail 01/01/2011 to 29/11/2011

Date	Description	Source	JE#	Amount	Cumulative
19/05/2011	May 10, 2011, Travis Glasman	636	J82	138.32	98,747.18
19/05/2011	April 20-May 20, Evan Putterill	637	J85	156.78	98,903.96
25/05/2011	May 25, 2011, Evan Putterill	643	J99	52.00	98,955.96
24/06/2011	Sept 15, Mar, May 11, Cory Delves	655	J144	273.52	99,229.48
26/07/2011	July 26, 2011, Jenn Dolen	673	J245	160.16	99,389.64
28/07/2011	July 12, 2011, Carol Kulesha	676	J260	73.32	99,462.96
28/07/2011	July 12, 2011, Barry Pages	677	J274	83.56	99,546.52
22/08/2011	July 8 & 12, 2011, Evan Putterill	684	J280	81.64	99,628.16
22/08/2011	Aug 10, 2011, Heather Hornoi	683	J287	219.15	99,847.31
09/09/2011	July 8/12, 2011, Evan Putterill	691	J312	23.15	99,870.46
03/10/2011	Aug/Sept, Heather Hornoi	701	J344	634.40	100,504.86
01/11/2011	Sept/Oct 2011, Heather Hornoi	709	J390	141.40	100,646.26
				<u>2,839.44</u>	
5790	Rent/Utilities				
01/04/2011	April 2011, Westfam Holdings Ltd	Cash	J33	1,000.00	101,646.26
01/05/2011	May 2011, Westfam Holdings Ltd	Cash	J34	1,000.00	102,646.26
01/06/2011	June 2011, Westfam Holdings Ltd	Cash	J217	1,000.00	103,646.26
01/07/2011	July 2011, Westfam Holdings Ltd	Cash	J247	1,000.00	104,646.26
01/08/2011	August 2011, Westfam Holdings Ltd	Cash	J292	1,000.00	105,646.26
01/09/2011	Sept 2011, Westfam Holdings Ltd	Cash	J388	617.80	106,264.06
09/09/2011	May/June 2011, BC Hydro	692	J313	69.45	106,333.51
26/09/2011	July/Aug 2011, BC Hydro	699	J329	80.31	106,413.82
				<u>5,767.56</u>	
5890	Repairs/Maintenance				
30/04/2011	March 2011, Lucia Sturam	615	J18	60.00	106,473.82
03/05/2011	April 2011, Lucia Sturam	624	J45	70.00	106,543.82
31/05/2011	May 2011, Lucia Sturam	647	J101	100.00	106,643.82
12/07/2011	June 2011, Lucia Sturam	664	J215	60.00	106,703.82
05/08/2011	July 2011, Lucia Sturam	678	J275	90.00	106,793.82
09/09/2011	August 2011, Lucia Sturam	688	J306	70.00	106,863.82
05/10/2011	Sept 2011, Lucia Sturam	705	J356	80.00	106,943.82
16/10/2011	Oct 2011, Lucia Sturam	707	J361	50.00	106,993.82
				<u>580.00</u>	
5932	Social Media Eqpt				
27/06/2011	June 27, 2011, Heather Hornoi	657	J305	406.18	107,400.00
28/06/2011	June 28, 2011, Mary Lou Schroeder	660	J155	100.00	107,500.00
				<u>506.18</u>	
Total NDIT 2011				<u><u>107,500.00</u></u>	