



The Village of  
**PORT CLEMENTS**  
*"Gateway to the Wilderness"*

36 Cedar Avenue West  
PO Box 198  
Port Clements, BC  
V0T1R0  
OFFICE :250-557-4295  
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Email : cao@portclements.ca  
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**AGENDA**

**Regular Meeting of Council Monday April 18, 2016**  
**COUNCIL CHAMBERS – 7pm**

**1. ADOPT AGENDA.**

**RISE AND REPORT FROM APRIL 4, 2016 IN-CAMERA MEETING**

The following motion was duly passed at the April 4, 2016 in-camera meeting:  
Moved by Councilor Cunningham, seconded by Councilor O'Brien Anderson  
THAT Council approves a zero interest loan of up to \$4,000 to the Port Clements Historical Society to be used towards the creation of a gift shop and tourism attraction in the St. Mark's Church.

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

D-1 – Sue Couch – Social Sustainability  
D-2 – Manzanita Snow – Landscaping request

**3. MINUTES**

M-1- April 4, 2016 Regular Council meeting minutes

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

**5. ORIGINAL CORRESPONDENCE**

C-1 – SQCRD – Mount Moresby Concerns  
C-2 – MIEDS – Inter-community Business Licenses

**6. GOVERNMENT**

G-1 – Bylaw #432, 2016 5 Year Financial Plan (includes budget report) – up for reconsider & adoptions

G-2 – Bylaw #433, 2016 Tax Rate Bylaw – up for 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> readings

**7. FINANCE**

F1 – Cheque listing to April 13, 2016  
F-2 – 1<sup>st</sup> Quarter Revenue & Expense review  
F-3 – CIBC Statement for March 2016  
F-4 – NSCU Statement for March 2016

**8. NEW BUSINESS**

**9. REPORTS & DISCUSSIONS**

**10. ACTION ITEMS**

**11. QUESTIONS FROM THE PUBLIC & PRESS**

Motion to move to in-camera per CC 90-1-e

**12. ADJOURNMENT**

## Social Sustainability: Integrity of a Community Questions

*“The integrity of a community is dependent upon its awareness of what makes it whole. Most communities have not identified what it is that makes it “their community.” This may sound like a bit of double-talk until it becomes clear what is needed for a community to identify itself. Until this is completed, there will be confusion in council meetings and committee meetings about how to proceed. The first step is to thoroughly examine the history of your community. This step should clearly answer the following questions.” Daniel Raphael, PhD*

Each question below has two parts: one that pertains to our island community as a whole (Haida Gwaii) and the other to the part of the community we live in (Port Clements).

	Haida Gwaii	Port Clements
1) Who are we?		
2) What is unique about our community?		
3) What are our essential traditions?		
4) What do we wish to preserve ... and what is it about what we want to preserve that is important to us?		
5) What do we want to carry forward into the future?		

To: Village of Port Clements Council

From: Manzanita Snow

Re: Landscape plans

I wish to be a delegate for the April 18<sup>th</sup> Council meeting. I am seeking approval from Council for landscaping I wish to do in front of my property which would partly be on my property and partly be on the Village's road right of way. It will include gardens and parking. I have included an artist rendition of what I anticipate doing.

Thank you.



D. MYLES

CASA MANZANITA

#20

NON-mortared DRYstack wood wall

Large rock

bottle bin

Roll Flood

SIDEWALK LIBRARY

SAND

SAND

5 Wheel well planters

PARKING

garbage

YAKOON



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**Minutes of the regular meeting of the Port Clements Council held April 4, 2016 in Council Chambers.**

Present:

Mayor Gould  
Councilor Daugert  
Councilor O'Brien Anderson  
Councilor Cunningham  
Councilor Gaspar – via teleconference

CAO Kim Mushynsky  
Deputy Clerk Glenda Saruga

Mayor Gould called the meeting to order at 7:00p.m.

**1. ADOPT AGENDA.**

2016-083 – Moved by Councilor Daugert, seconded by Councilor Cunningham  
THAT Council adopts the agenda as amended with the additions of R2 – LED Streetlights, R3 – Biomass fuel and the agreement to switch the order of delegations so that D-2 speaks first.

**CARRIED**

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

D-2 – Tourism Committee support of Port Clements Historic Society Proposal  
A delegation of Tourism committee and Historic Society members presented a proposal to Council regarding the use of St. Mark's church as a gift shop for the summer months to be run by the Historical Society. Council chose to have additional discussion of this idea during an in-camera session at the end of the meeting.

2016-084 – Moved by Councilor Cunningham, seconded by Councilor O'Brien Anderson  
THAT Council supports the concept of using St. Mark's Church as a part-time gift shop but further discussion is needed regarding the financial aspects of the presentation.

**CARRIED**

D-1 – Port Clements Community Art Project

Conch outlined an after school art project that she is working on in conjunction with the Haida Gwaii Rec Commission and was looking for support from Council in regards to a variety of events that have been conceived. She was seeking support for the projects as well as occasional Public Works direction/assistance with placement of the finished art projects and donation of recycled items to use for the creation of art projects.

2016-085 – Moved by Councilor Cunningham, seconded by Councilor O'Brien Anderson

THAT Council supports the Art project concept and directs Conch to work with Village of Port Clements staff as needed and keep Council members apprised.

**CARRIED**

### **3. MINUTES.**

M-1– March 14, 2016 Regular Council Meeting

2016-086 – Moved by Councilor Daugert, seconded by Councilor Cunningham

THAT Council approve the March 14, 2016 Regular Council meeting minutes as presented.

**CARRIED**

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

BA-1 – Port Clements Community Hall Society request for funds

Councilors Daugert and Cunningham left the meeting at 7:40pm due to conflict of interest

2016-087 – Moved by Councilor O’Brien Anderson, seconded by Councilor Gaspar

THAT Council provides a \$1,500 grant to the Community Hall Society for 2016.

**CARRIED**

Councilors Daugert and Cunningham were called back into the meeting at 7:46pm

### **5. ORIGINAL CORRESPONDENCE**

C-1 – Reina Fennell request for donation for Laskeek Bay Conservation Society

2016-088 – Moved by Councilor Cunningham, seconded by Councilor O’Brien Anderson

THAT the Village of Port Clements donates \$50.00 per Ms. Fennell’s request.

**CARRIED**

Further to this motion, privately, Councilors Daugert, Cunningham, O’Brien Anderson, and Mayor Gould each personally donated \$50.00 as well.

### **6. GOVERNMENT**

G-1 – Bylaw #431, 2016 – Borrowing in anticipation of revenue

2016-089 – Moved by Councilor Daugert, seconded by Councilor O’Brien Anderson

THAT Council Reconsiders and Adopts Bylaw #431, 2016 – Borrowing in anticipation of Revenue.

**CARRIED**

G-2 – Bylaw #432-2016 – 2016-2020 Financial Plan Bylaw

2016-090 – Moved by Councilor Daugert, seconded by Councilor Cunningham

THAT Council do 1<sup>st</sup> & 2<sup>nd</sup> reading of Bylaw #432-2016 – 2016-2020 Financial Plan Bylaw

**CARRIED**

2016-091 – Moved by Councilor Cunningham, seconded by Councilor O’Brien Anderson

THAT Council do 3<sup>rd</sup> reading of Bylaw#432-2016 – 2016-2020 Financial Plan Bylaw

**CARRIED**

### **7. FINANCE**

F-1 – Cheque listing to March 30, 2016

2016 – 092 - Moved by Councilor Cunningham, seconded by Councilor Daugert

THAT Council receives the cheque listing to March 30, 2016.

**CARRIED**

### **8. NEW BUSINESS**

### **9. REPORTS & DISCUSSIONS**

R-1 – Town clean-up & Sunset Park clean-up

2016-093 – Moved by Councilor Daugert, seconded by Councilor Cunningham

THAT Council approves the recommendation to hold the Sunset Park Cleanup on Sunday May 1<sup>st</sup> and the Village of Port Clements cleanup on Sunday May 15<sup>th</sup>.

**CARRIED**

R-2 – Report to Council – LED Streetlight Pilot

2016-094 – Moved by Councilor O'Brien Anderson, seconded by Councilor Daugert  
THAT Council approves the recommendation of street light locations as put forth by the Administrator.  
**CARRIED**

R-3 – Biomass Fuel

Councilor Daugert gave a verbal report regarding the challenges of our current biomass fuel supply and encouraged staff to consider alternatives so that we are prepared when the next heating season arrives.

2016-095 – Moved by Councilor Cunningham, seconded by Councilor O'Brien Anderson  
THAT Council receives Councilor Daugert's verbal report  
**CARRIED**

Mayor Gould – no report.

Councilor Daugert – Fisheries mtgs in Prince Rupert

Councilor O'Brien Anderson – discussion on playground equipment, coaching soccer this spring

Councilor Gaspar – no report

Councilor Cunningham – VIRL mtg, working on playground equipment

CAO Mushynsky – no report

Deputy Saruga – risk conference next week

## **10. ACTION ITEMS**

## **11. QUESTIONS FROM THE PUBLIC & PRESS**

2016-096 – Moved by Councilor Daugert, seconded by Councilor O'Brien Anderson  
THAT Council moves to in-camera per Community Charter 90-1-k at 8:30pm  
**CARRIED**

Councilor Gaspar left the meeting at this point and did not participate in the in-camera session.

## **ADJOURNMENT**

2016-097 – Moved by Councilor Daugert, seconded by Councilor Cunningham  
THAT the meeting be adjourned at 9:25pm.  
**CARRIED**

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Ian Gould  
Mayor

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Kim Mushynsky  
CAO



**SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT**

14-342 3<sup>rd</sup> Avenue West Prince Rupert, BC V8J 1L5

Phone: (250) 624-2002 Fax: (250) 627-8493

Website: [www.sqcrd.bc.ca](http://www.sqcrd.bc.ca)

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March 29, 2016

Mount Moresby Adventure Camp Society  
PO Box 670  
Queen Charlotte, B.C.  
V0T 1S0

**Attention: Mount Moresby Adventure Camp Society**

Dear Society:

**Re: Mount Moresby Adventure Camp Logging Concerns**

Please be advised that at its regular meeting held March 18, 2016, the Board of the Skeena-Queen Charlotte Regional District received correspondence from the Village of Port Clements indicating its position with regard to recent logging activities planned for the area surrounding the Mount Moresby Adventure Camp.

At that time, the Board of the Skeena-Queen Charlotte Regional District chose to support the position taken by the Village of Port Clements, as the Board believes that the value received from logging activity is not comparable to the value the Mount Moresby Adventure Camp offers in perpetuity for guests and residents of Haida Gwaii.

The Skeena-Queen Charlotte Regional District, much like the Village of Port Clements, is requesting from the Ministry of Forests, Lands and Natural Resource Operations a more robust reporting system to allow people to easily view logging plans for the foreseeable future so that debate on logging matters can be held in a timely and proactive manner.

If you have any further questions, comments or would like speak with staff directly, please do not hesitate to contact the office of the Skeena-Queen Charlotte Regional District.

Regards,

**SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT**

Barry Pages  
Chair

Cc: **Village of Port Clements**  
Ministry of Forests, Lands and Natural Resource Operations

:df





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April, 2016

**To: The Villages of Queen Charlotte, Masset, and Port Clements, and the Skeena-Queen Charlotte Regional District Board of Directors**

**From: Cameron Bell, Economic Development Officer**

**Re: Inter-Community Business Licenses**

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### **Background**

Staff from the Ministry of Small Business and Red Tape Reduction have contacted MIEDS and the CAOs to propose creating Inter-Community Business Licenses (ICBL) on Haida Gwaii. Also known as Mobile Business Licenses, this system allows businesses that operate in multiple communities to purchase one license, reducing administrative burdens for businesses and local governments. The following text explains the system in more detail. A draft bylaw is available, and can be circulated if Councils are interested in pursuing ICBLs. The EDO is available to assist in the near future, although MIEDS will have limited capacity to assist over the summer.

### **Purpose**

To support small businesses, red-tape reduction, and more open for business communities through the establishment of an ICBL.

### **Options**

1. Council could develop an ICBL Bylaw in collaboration with other island communities.
2. Council could decline the opportunity to create an ICBL Bylaw.
3. Council could allow a two-year trial period for a Haida Gwaii specific ICBL agreement.

### **Discussion**

Created in partnership with local governments, the Union of British Columbia Municipalities and the Province of British Columbia (Province), the ICBL streamlines and simplifies the licensing process, making it easier to do business in British Columbian communities. Since this is a regulation bylaw, municipalities do not require any permission from the Province. It is



possible to include First Nations communities and Regional Districts in an ICBL system, and Provincial staff can assist in this endeavour.

The Province is committed to working with local governments and First Nations to expand existing and introduce new mobile business licence agreements in British Columbia. This is part of an effort to promote the success of the small business sector and to reduce barriers to doing business in the Province. The Province has stated that businesses, residents and communities benefit from ICBLs. The Province believes simplifying the licencing process increases compliance. Only one Participating Government will complete the ICBL application process and approve the business licence for all participating communities. A small reduction in administrative burden and cost is expected for each community. A simplified process will likely improve the sharing and flow of information between governments and increase the ability to monitor compliance. Increased compliance and reduced administration cost contribute to relative revenue neutrality overall between pre and post implementation of an ICBL agreement. If necessary, the Province can provide revenue analysis to provide financial information from this agreement. Overall, these agreements have supported relative revenue neutrality.

As of 2016, British Columbia boasts 10 existing mobile business licence agreements with 72 different participating communities. Municipalities are reporting increased licensing compliance, reduced administrative burden, reduced business licence application processing, improved information flow between local governments and increased ability to monitor compliance due to the agreements. Residents benefit from increased choice and consumer confidence in service providers. Businesses save time and money by purchasing one mobile business licence instead of multiple non-resident permits, reduce administrative burden, and ICBLs allow businesses to operate where their services are needed. The issuance of ICBLs will enhance staff efficiency, expand the job market and help develop local prosperity.

An ICBL will simplify the business licencing process and the associated supplementary procedures. It will allow mobile businesses (e.g. contractors, caterers, and other service providers) to operate across the Participating Government jurisdictions, without having to apply for multiple businesses licences. Businesses eligible for an ICBL could be defined as a business that performs a service or activity within more than one jurisdiction by visiting clients to provide a service rather than having clients visit them for a service. Implementing a simple eligibility definition will simplify administration and enforcing compliance. A broad definition will ensure all mobile business can benefit from the program and some do not feel excluded from the opportunity.



An ICBL Bylaw will be time and cost effective for all parties involved and will ultimately simplify the entire process. Mobile businesses will no longer need to separately receive licencing from governments on Haida Gwaii. Instead, one business licence will be valid for multiple jurisdictions throughout the entire region.

### **Strategic Plan**

In order to have an island wide ICBL, all Haida Gwaii governments will be required to adopt the ICBL Bylaw. After adoption, any governments who wish to opt-out of the agreement can do so by following the procedure outlined in the bylaw itself. It is worth noting that the process for dropping out of an ICBL agreement is not difficult and, out of the 10 existing ICBL agreements in British Columbia, none of the 72 communities have done so. Clearly, participating communities are seeing the value of the ICBL programs. A business will apply for an ICBL from the Participating Government in which the business has a fixed location.

Any mobile business licence holder will be made aware that they must meet the business licencing requirements of the Participating Governments in which it is working. Any business found to be operating without a valid non-resident business licence could be subject to bylaw violation notices and any corresponding fines.

Under the ICBL agreement, the Participating Governments have agreed to allow non-resident businesses from within all of the Participating Governments to operate in their individual government jurisdiction on the basis of one ICBL purchased from their home government. Businesses outside the boundaries of these Participating Governments will not be eligible for ICBLs and must purchase business licences from each or any of the governments in which they wish to operate.

The Province maintains a central database of ICBL program information ([www.mobilebusinessregistry.ca](http://www.mobilebusinessregistry.ca)). This shared database allows government staff to carry out licence compliance checks. The Province provides this service without cost to the Participating Governments.

### **Sustainability Guiding Principles**

The ICBL bylaw will help contribute towards a more open for business community, support small businesses and reduce red tape, enabling a more robust and prosperous community and region.



## **Policy Implications**

Council may, pursuant to Section 8(6) of the Community Charter regulate in relation to business. Section 14 of the Community Charter states that two or more municipalities may, by bylaw adopt by the Council of each participating municipality, establish an Inter-Community scheme in relation to one or more matters.

Section 15 (1) states that Council may provide terms and conditions that may be imposed for obtaining, continuing to hold or renewing a licence, permit or approval and specify the nature of the terms and condition and who may impose them.

Once Council has given notice of its intention to adopt the ICBL Bylaw by publishing notice in two consecutive issues of a newspaper, the last publication appearing not less than three (3) and not more than ten (10) days before the hearing and has provided an opportunity for persons who consider they are affected by the bylaw to make representations to Council at a hearing pursuant to Section 59 of the Community Charter.

Every ICBL will be issued on a standard form and will include the nature of the business, mailing address, contact information, number of persons engaged or occupied in the business, number of goods sold or offered for sale, and other information regarding the business that may be needed. Each Participating Municipality will provide standardized information to all Participating Municipalities regarding the ICBLs they have issued through the Mobile Business Registry hosted by the Province.

## **Financial Implications**

The Province has offered revenue analysis to determine an appropriate cost for the Haida Gwaii ICBL. The ICBL cost is separate and additional to the Business Licence cost. Each business owner has the option to purchase the additional ICBL if they will be performing their services across multiple jurisdictions. The fee will be retained by the Participating Government that issues the licence as they perform the administrative tasks associated to obtain the ICBL. An ICBL can only be purchased from the community in which the mobile business has a storefront or business mailing address to ensure businesses are not strategically purchasing licences from communities with lower base business licence fees.



## **Communication Strategy**

The ICBL bylaw will be communicated to staff and business owners. Notice will be advertised in the local newspaper and the bylaw will be added to the government website. It will also be advertised during business licence renewal time. A survey could be sent to business owners to gain their buy-in and better predict the effectiveness of the ICBL bylaw. The Province will develop a news release in partnership with the Participating Government and perhaps support an event to help raise awareness and celebrate the launch of the new ICBL partnership.

## **Analysis/Application of Recommended Course of Action**

1. MIEDS will create an ICBL bylaw based on the draft ICBL bylaw.
2. The Councils will have meetings with representatives from the other Villages, and local businesses, to confirm buy-in for the ICBL bylaw and the partnership.
3. Councils will give notice of their intention to adopt the bylaw by publishing notice in the newspaper and will provide an opportunity for people to make representation to Council at a hearing.
4. The Councils will amend and adopt the ICBL bylaw.
5. The Participating Governments will offer an ICBL to all business owners starting January 1, 2017.
6. Governments that do not wish to participate in the ICBL bylaw after adoption can contract out by following the withdrawal process that is described in the bylaw.

MIEDS and the Ministry of Small Business and Red Tape Reduction look forward to a response from each Council.

Respectfully submitted,

Cameron Bell  
Economic Development Officer  
[edo@mieds.ca](mailto:edo@mieds.ca)  
250-559-8050

**VILLAGE OF PORT CLEMENTS**

**BYLAW NO.432, 2016**

**Financial Plan Bylaw for the Years 2016-2020**

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 Financial Plan for the Village of Port Clements for the years January 1, 2016 and ending December 31, 2020.
2. This Bylaw may be cited for all purposes as "The Financial Plan for the years 2016-2020 - Bylaw #432, 2016".
3. Bylaw #423, 2015 is hereby repealed.

READ A FIRST TIME THIS 4<sup>th</sup> DAY OF April, 2016.

READ A SECOND TIME THIS 4<sup>th</sup> DAY OF April, 2016

READ A THIRD TIME THIS 4<sup>th</sup> DAY OF April, 2016

RECONSIDERED AND FINALLY ADOPTED THIS DAY OF , 2016

\_\_\_\_\_  
IAN GOULD  
MAYOR

\_\_\_\_\_  
KIM MUSHYNSKY  
CAO

\_\_\_\_\_  
CERTIFIED A TRUE COPY OF VILLAGE OF  
PORT CLEMENTS FINANCIAL PLAN 2016-2020 BYLAW NO. 432, 2016

Schedule "A"

FINAL MAR. 22/16

General Fund

	2016 Budget	2017 Budget	2018 Budget	2019 Budget	2020 Budget
Property Tax- Municipal	127,000	127,000	127,000	127,000	127,000
Payments in Lieu	7,300	7,300	7,300	7,300	7,300
Sales of Services	9,750	9,825	9,900	9,975	10,050
Revenue From Own Sources	105,310	108,085	110,890	113,695	116,000
Unconditional Transfers	382,000	382,000	382,000	382,000	382,000
Conditional Transfers	90,625	90,625	90,625	90,625	90,625
Multi Purpose Building Revenue	12,700	12,700	12,950	12,950	13,200
Transfers From Reserves (deficit budget)	0	0	0	0	0
Collections for Other Agencies	186,010	186,510	186,510	186,510	186,510

<b>Total Revenues</b>	<b>920,695</b>	<b>924,045</b>	<b>927,175</b>	<b>930,055</b>	<b>932,685</b>
Legislative Expenses	36,950	40,000	40,050	44,150	40,250
General Administration	197,700	195,070	204,383	203,991	207,194
Fire Department	33,800	34,300	34,800	36,350	37,300
Emergency Services	750	750	750	750	750
Common Services	25,000	25,000	25,000	25,000	25,000
Wharf Services	54,100	10,200	10,400	10,500	10,750
Small Craft Harbour	20,300	10,500	10,700	10,900	11,000
Roads	45,950	46,900	48,850	50,350	51,500
Environmental Health	1,080	1,080	1,080	1,080	1,080
Environmental Development	3,000	3,100	3,200	3,300	3,400
Parks and Recreation	61,155	39,150	39,200	39,300	39,500
Cultural Buildings and Facilities					
Fiscal Services	2,500	2,500	2,500	2,500	2,500
Contributions to Reserves (surplus budget)	0	108,085	97,952	93,124	92,751
Capital Expenses	90,000	60,000	60,000	60,000	60,000
Multi Purpose Building Expenses	49,900	48,400	49,300	49,750	50,700
Amortized asset contribution to reserve	112,000	112,000	112,000	112,000	112,000
Taxes Levied for Other Agencies	186,510	187,010	187,010	187,010	187,010
<b>Total Expenses</b>	<b>920,695</b>	<b>924,045</b>	<b>927,175</b>	<b>930,055</b>	<b>932,685</b>
<b>Surplus/ (Deficit)</b>	<b>0</b>	<b>0</b>	<b>-0</b>	<b>-0</b>	<b>0</b>

G-1

**"Schedule A"**

**Water Fund**

	<b>2016 Budget</b>	<b>2017 Budget</b>	<b>2018 Budget</b>	<b>2019 Budget</b>	<b>2020 Budget</b>
Fees & Taxation	109,300	109,300	109,300	109,300	109,300
Grants	65,000	65,000	65,000	65,000	65,000
<b>Total Revenues</b>	<b>174,300</b>	<b>174,300</b>	<b>174,300</b>	<b>174,300</b>	<b>174,300</b>
Operating Expenses	78,300	67,050	66,650	67,150	68,300
Capital Expense	0	0	0	0	0
Contribution to Reserves/Amortized assets	96,000	107,250	107,650	107,150	106,000
<b>Total Expenses</b>	<b>174,300</b>	<b>174,300</b>	<b>174,300</b>	<b>174,300</b>	<b>174,300</b>
<b>Surplus/ (Deficit)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**"Schedule A"**

**Sewer Fund**

	<b>2016 Budget</b>	<b>2017 Budget</b>	<b>2018 Budget</b>	<b>2019 Budget</b>	<b>2020 Budget</b>
Fees & Taxation	68,056	68,056	68,056	68,056	68,056
Grants & Transfers	0	0	0	0	0
<b>Total Revenues</b>	<b>68,056</b>	<b>68,056</b>	<b>68,056</b>	<b>68,056</b>	<b>68,056</b>
Operating Expenses	38,800	38,950	40,700	40,850	44,350
Capital Expenses	0	0	0	0	0
Contribution to Reserves/Amortized assets	29,256	29,106	27,356	27,206	23,706
Debenture	0	0	0	0	0
<b>Total Expenses</b>	<b>68,056</b>	<b>68,056</b>	<b>68,056</b>	<b>68,056</b>	<b>68,056</b>
<b>Surplus/ (Deficit)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



**Village of Port Clements  
2016-2020 Financial Plan  
Statement of Objectives  
of Bylaw No. 432, 2016**

In accordance with Section 165(3.1) of the *Community Charter*, the Village of Port Clements (Village) is required to include in the Five Year Financial Plan, objectives and policies regarding each of the following:

1. The proportion of total revenue that comes from each of the funding sources described in Section 165(7) of the *Community Charter*;
2. The distribution of property taxes among the property classes
3. Permissive Tax exemptions

**Funding Sources**

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2016. Government grants form the greatest proportion of revenue. The government grants that are included in this total include the following: \$447,000 for the small community Grant, and the community works fund.

Property taxes make up the second highest amount for 2016.

The third highest source of revenue is User Fees and Charges.

**Objective**

- For the 2016 – 2020 years to incorporate a 0% tax increase annually as well as 0% increase for both water and sewer annually.
- Council has planned to incorporate local employment where possible, and encourage contractors bidding on works with the Village to utilize unemployed workers.

**Table 1: Sources of Revenue**

<b>Revenue Source</b>	<b>% of Total Revenue</b>	<b>Dollar Value</b>
Property taxes	25%	224,356.00
User Fees and charges	20%	215,060.00
Other sources	5%	90,625.00
Proceeds from borrowing	0%	0.00
Government grants	50%	447,000.00
<b>Total</b>	<b>100%</b>	<b>\$977,041.00</b>

Table 2 outlines the distribution of property taxes among the property classes. The residential property class provides the largest proportion of property tax revenue. This is appropriate as this class also forms the largest portion of the assessment base and consumes the majority of the Village's services.

**Objectives**

**Policies**

- Continue to maintain and encourage economic development initiatives designed to attract more retail and commercial businesses to invest in the community. Align the distribution of tax rates among the property classes with the social and economic goals of the community, particularly to encourage a range of employment opportunities.
- Regularly review and compare the Village's distributions of tax burden relative to other municipalities in British Columbia.

**Table 2: Distribution of Property Tax Rates**

<b>Property Class</b>	<b>% of Total Property Taxation</b>	<b>Dollar Value</b>
Residential (1)	56.8%	\$72,015.00
Utilities (2)	0.3%	\$473.00
Major Industrial (4)	0	\$0.00
Light Industrial (5)	21.9%	\$27,863.00
Business and Other (6)	19.4%	\$24,523.00
Managed Forest (7)	1.5%	\$1,968.00
Recreation/Non-profit (8)	0.1%	\$173.00
Farmland (9)	0	\$0.00
<b>Total</b>	<b>100%</b>	<b>\$127,015.00</b>

**Permissive Tax Exemptions**

- The Village does not issue permissive tax exemptions



## VILLAGE OF PORT CLEMENTS

### BYLAW NO. 433, 2016

Being a bylaw for the levying of rates for Municipal, Hospital and Regional District purposes for the year 2016.

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

1. The following rates are hereby imposed and levied for the year 2016:
  - a) For all lawful general purposes of the municipality on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in column "A" of the schedule attached hereto and forming a part hereof.
  - b) For Vancouver Island Regional Library purposes on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in Column "B" of the Schedule attached hereto and forming a part hereof.
  - c) For Skeena-Queen Charlotte Regional District purposes on the assessed value of land and improvements taxable for general Regional District purposes, rates appearing in Column "C" of the Schedule attached hereto and forming a part hereof.
  - d) For North West Regional Hospital District purposes on the assessed value of land and improvements taxable for Hospital purposes, rates appearing in Column "D" of the Schedule attached hereto and forming a part hereof.
2. The minimum amount of Taxation upon a parcel of Real Property shall be one dollar (\$1.00).
3. This Bylaw may be cited as "Tax Rates Bylaw No. 433, 2016"

READ A FIRST TIME THIS    DAY OF            , 2016  
READ A SECOND TIME THIS    DAY OF            , 2016  
READ A THIRD TIME THIS    DAY OF            , 2016

RECONSIDERED AND FINALLY ADOPTED THIS    DAY OF            , 2016

\_\_\_\_\_  
Ian Gould – MAYOR

\_\_\_\_\_  
Kim Mushynsky – CAO

\_\_\_\_\_  
CERTIFIED TO BE A TRUE COPY OF VILLAGE OF PORT CLEMENTS TAX RATE BYLAW #433,  
2016.

**VILLAGE OF PORT CLEMENTS  
SCHEDULE FOR TAX RATE BYLAW NO. 433, 2016**

Rates per \$1000 of taxable assessed value

	“A” General Municipal	“B” VIRL	“C” SQCRD	“D” NW Reg. Hospital	“E” SQCRD Hospital*
Class:					
1. Residential	4.2600	0.4273	1.0076	0.4705	-0.02520
2. Utilities	14.9100	1.4956	3.5266	1.6468	-0.08820
5. Light Industrial	10.6500	1.0683	2.5190	1.1763	-0.06300
6. Business	10.4370	1.0469	2.4686	1.1527	-0.06174
7. Managed Forest	12.7800	1.2819	3.0228	1.4115	-0.07526
8. Rec/Non Profit	4.2600	0.4273	1.0076	0.4705	-0.02520
9. Farm	4.2600	0.4273	1.0076	0.4705	-0.02520

\*Credit to refund from 2015

# VILLAGE OF PORT CLEMENTS

## Cheque Listing For Council

2016-Apr-13  
3:03:48PM

Cheque #	Date	Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
160165	2016-03-31	Angela's Place-Social Cafe & Fuel Station	2016 FEB	PAYMENT FUEL SERVICES	434.05	434.05
160166	2016-03-31	BLUE CROSS	347375	PAYMENT APRIL 2016 PREMIUMS	1,028.12	1,028.12
160167	2016-03-31	LGMA LOCAL GOVERNMENT MANAGEMENT AS	P-122	PAYMENT 2016 MEMBERSHIP DUES	299.25	299.25
160168	2016-03-31	PORT CLEMENTS ELEMENTARY	2016MAR30	PAYMENT GR 7 FUNDRAISER	800.00	800.00
160169	2016-03-31	RECEIVER GENERAL - CCRA	2016MAR31	PAYMENT SOURCE DEDUCTIONS	6,225.30	6,225.30
160170	2016-03-31	SHAROON SERVICES	1026	PAYMENT BIOMASS PROJECT	1,655.41	1,655.41
160171	2016-03-31	TRAPLIN, COLIN	2016APR01	PAYMENT PREPAYMENT PAYOUT	1,000.00	1,000.00
160172	2016-03-31	WORKERS' COMPENSATION BOARD	012257986	PAYMENT QUARTERLY REPORT & PAYMEI	738.17	738.17
160173	2016-04-06	BC HYDRO	2016 MAR 22 2016-03-22 2016-03-22 CR	PAYMENT HYDRO BILL HYDRO BILL HYDRO CREDIT	4,405.70 4,405.70	4,405.70
160174	2016-04-07	AARON MARK SERVICES LTD	2068134	PAYMENT BIOMASS PROJECT	4,889.97	4,889.97
160175	2016-04-07	BC BOILER SERVICES LTD	00001885	PAYMENT BIOMASS PROJECT	8,960.11	8,960.11
160176	2016-04-07	BIG RED ENTERPRISES	15616	PAYMENT WEEKLY CONTAINER SERVICE	283.76	283.76
160177	2016-04-07	CIBC VISA	9418439 MAR2016	PAYMENT VISA STATEMENT VISA STATEMENT	27.41 134.39	161.80
160178	2016-04-07	ClearTech industries Inc.	656458	PAYMENT WATER TREATMENT	295.19	295.19
160179	2016-04-07	Lidstone & Company, Barristers and Solicitors	12588	PAYMENT LEGAL FEES	218.97	218.97
160180	2016-04-07	MUNICIPAL INFORMATION SYSTEMS INC	20160023	PAYMENT SUPPORT APRIL 2016	305.98	305.98
160181	2016-04-07	Northern Communications	32318	PAYMENT FIRE DISPATCH	163.64	163.64
160182	2016-04-07	Northword	20160059	PAYMENT ADVERTISING	535.50	535.50
160183	2016-04-07	Port Clements Community Hall Society	20160405	PAYMENT COUNCIL GRANT	1,500.00	1,500.00
160184	2016-04-07	RANCH FEEDS	30980	PAYMENT NETTING	55.99	55.99

**Total 33,956.91**

\*\*\* End of Report \*\*\*

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# VILLAGE OF PORT CLEMENTS

## REVENUE AND EXPENSE REVIEW

AS OF MARCH 31, 2016

1ST QUARTER

	<u>2016</u> <u>Actual</u>	<u>2016</u> <u>Budget</u>	<u>2015</u> <u>Actual</u>
<b><u>GENERAL REVENUES:</u></b>			
Municipal Property Tax	\$0	\$0	\$0
Payment in Lieu of Taxes	\$0	\$0	\$0
Sale of Services	\$2,802	\$2,750	\$2,939
Revenue from own sources	\$16,438	\$14,240	\$19,160
Multipurpose space rental	\$3,586	\$3,150	\$3,540
Unconditional Grant	\$0	\$0	\$0
Conditional Grants & Misc	\$50,024	\$50,125	\$50,050
Collection for Others	<u>\$0</u>	<u>\$0</u>	\$0
<b><u>TOTAL REVENUE - GENERAL</u></b>	<b><u>\$72,850</u></b>	<b><u>\$70,265</u></b>	<b><u>\$75,689</u></b>
<b><u>GENERAL EXPENSES:</u></b>			
Legislative Expenses	\$6,628	\$6,670	\$9,304
General Administration	\$55,898	\$58,815	\$58,941
Fire Department	\$5,880	\$6,830	\$4,994
Emergency Services	\$374	\$400	\$200
Common Services	\$6,247	\$6,225	\$5,951
Wharf	\$1,336	\$1,360	\$1,952
Small Craft Harbour	\$4,888	\$3,950	-\$84
Roads	\$5,492	\$7,505	\$7,319
Environmental Health & Devel.	\$57	\$420	\$256
Parks & Recreation	\$4,286	\$4,110	\$2,646
MPBC Operating	\$11,718	\$10,800	\$11,251
Debt Services	\$281	\$350	\$407
Grants & Misc	\$50,000	\$53,000	\$53,000
Collection Others	\$3,185	\$3,250	<u>\$3,130</u>
<b><u>TOTAL EXPENSES</u></b>	<b><u>\$156,270</u></b>	<b><u>\$163,685</u></b>	<b><u>\$159,267</u></b>
<b><u>NET LOSS - GENERAL</u></b>	<b><u>-\$83,420</u></b>	<b><u>-\$93,420</u></b>	<b><u>-\$83,578</u></b>

	<u>2016</u> Actual	<u>2016</u> Budget	<u>2015</u> Actual
<b><u>WATER REVENUES:</u></b>			
Fees & Taxation	\$14,913	\$13,750	\$14,635
Grants	\$0	\$0	\$0
<b><u>TOTAL WATER REVENUE</u></b>	<b><u>\$14,913</u></b>	<b><u>\$13,750</u></b>	<b><u>\$14,635</u></b>
<b><u>WATER EXPENSES:</u></b>	<b><u>\$12,778</u></b>	<b><u>\$17,710</u></b>	<b><u>\$11,666</u></b>
<b><u>NET INCOME (LOSS) WATER</u></b>	<b><u>\$2,135</u></b>	<b><u>-\$3,960</u></b>	<b><u>\$2,969</u></b>
<b><u>SEWER REVENUE</u></b>	<b><u>\$8,251</u></b>	<b><u>\$7,625</u></b>	<b><u>\$8,197</u></b>
<b><u>SEWER EXPENSES</u></b>	<b><u>\$7,788</u></b>	<b><u>\$8,910</u></b>	<b><u>\$8,056</u></b>
<b><u>NET INCOME (LOSS) SEWER</u></b>	<b><u>\$463</u></b>	<b><u>-\$1,285</u></b>	<b><u>\$141</u></b>
<b><u>NET LOSS - TOTAL</u></b>	<b><u>-\$80,822</u></b>	<b><u>-\$98,665</u></b>	<b><u>-\$80,468</u></b>



# CIBC Account Statement

VILLAGE OF PORT CLEMENTS

For Mar 1 to Mar 31, 2016

Account number

██████████

Branch transit number

██████████

The names shown are based on our current records, as of April 3, 2016. 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 Mar 1, 2016		\$112,328.64
Withdrawals	-	39.00
Deposits	+	4,526.75
<b>Closing balance on Mar 31, 2016</b>	<b>=</b>	<b>\$116,816.39</b>

Your authorized overdraft limit: \$179,500.00

## 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](http://www.cibc.com)

## Transaction details

Date	Description	Withdrawals (\$)	Deposits (\$)	Balance (\$)
<b>Mar 1</b>	<b>Opening balance</b>			<b>\$112,328.64</b>
Mar 1	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		537.75	112,866.39
	DEBIT MEMO CHARGE FOR FEB CIBC EFT SERVICE CHARGE	39.00		112,827.39
Mar 2	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		179.25	113,006.64
Mar 3	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		506.25	113,512.89
Mar 4	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		138.00	113,650.89
Mar 7	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		358.50	114,009.39
Mar 8	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		179.25	114,188.64

(continued on next page)



**CIBC Account Statement**

Mar 1 to Mar 31, 2016

Account number: [REDACTED]

Branch transit number: [REDACTED]

**Transaction details (continued)**

Date	Description	Withdrawals (\$)	Deposits (\$)	Balance (\$)
Mar 8	Balance forward			\$114,188.64
Mar 11	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		200.00	114,388.64
Mar 14	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		72.00	114,460.64
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		179.25	114,639.89
Mar 15	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		179.25	114,819.14
Mar 16	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		179.25	114,998.39
Mar 21	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		496.50	115,494.89
Mar 22	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		179.25	115,674.14
Mar 23	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		179.25	115,853.39
Mar 28	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		358.50	116,211.89
Mar 29	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		604.50	116,816.39
	<b>Closing balance</b>			<b>\$116,816.39</b>

**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.

This rule does not apply to improper credits to your account. Your rights under your business account operation agreement to verify and notify CIBC of account errors, omissions or irregularities do not apply to this statement which is for information or replacement purposes only.

**\*Foreign Currency Conversion Fee:**

If you withdraw foreign currency from a bank machine located outside Canada, you are charged the same conversion rate CIBC is required to pay plus an administration fee, which is disclosed in the CIBC's current *Business Account Service Fees* brochure, a copy of which is available at any CIBC branch in Canada (this is in addition to any transaction fee applicable to the withdrawal and the network fee).

<sup>TM</sup> Trademark of CIBC

<sup>®</sup> Registered trademark of CIBC

Interac<sup>®</sup> is a trademark of Interac Inc.; CIBC authorized user of the mark

# STATEMENT OF ACCOUNTS

PO Box 94  
Masset BC V0T 1M0

**MASSET BRANCH** 250-626-5231

**MEMBER NUMBER** ██████████

**STATEMENT DATE** March 31, 2016

**PAGE** 1 of 10

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

## DEMAND ACCOUNTS

Date	Description	Number	Withdrawals	Deposits	Balance
<b>Business 75</b>					
29Feb2016	Balance Forward				93,301.23
01Mar2016	Pre-Authorized Credit - PROVINCE OF B.C			742.67	94,043.90
01Mar2016	Clearing Cheque	160111	277.76		93,766.14
01Mar2016	Deposit			4,254.07	98,020.21
02Mar2016	Clearing Cheque	160114	1,175.00		96,845.21
04Mar2016	Withdrawal	22	5,269.12		91,576.09
07Mar2016	Clearing Cheque	160060	136.50		91,439.59
07Mar2016	Clearing Cheque	160101	493.16		90,946.43
07Mar2016	Clearing Cheque	160094	523.47		90,422.96
07Mar2016	Clearing Cheque	160105	849.44		89,573.52
07Mar2016	Clearing Cheque	160100	3,790.50		85,783.02
07Mar2016	Clearing Cheque	160104	14,985.00		70,798.02
07Mar2016	Pre-Authorized Debit - Municipal Pensi		1,286.15		69,511.87
07Mar2016	Bill Payment CIBC VISA 4503386141757010 Vendor Confirmation: 410519	615938	28.74		69,483.13
07Mar2016	Bill Payment BC Hydro 2328675 Vendor Confirmation: 411320	615987	6,334.89		63,148.24
08Mar2016	Transfer in from sav			100,000.00	163,148.24
08Mar2016	Clearing Cheque	160110	344.06		162,804.18
08Mar2016	Deposit			4,063.00	166,867.18
09Mar2016	Clearing Cheque	78179	51.51		166,815.67
09Mar2016	Clearing Cheque	160102	166.69		166,648.98
09Mar2016	Clearing Cheque	160097	305.98		166,343.00
09Mar2016	Clearing Cheque	160090	3,639.67		162,703.33
10Mar2016	Clearing Cheque		4.30		162,699.03
10Mar2016	Clearing Cheque	160106	39.42		162,659.61
10Mar2016	Clearing Cheque	160091	197.13		162,462.48
10Mar2016	Clearing Cheque	160108	4,102.77		158,359.71
11Mar2016	Clearing Cheque	160124	173.25		158,186.46
11Mar2016	Clearing Cheque	381379	719.74		157,466.72
11Mar2016	Deposit			9,780.45	167,247.17

continued...

<b>In-Branch Voting</b>	Prince Rupert and Terrace: April 20 – 22 Queen Charlotte: April 21 – 23		
<b>Membership Meetings</b>	Masset, Branch Lobby Wednesday, April 27 – 7:00pm	Queen Charlotte, Branch Lobby Thursday, April 28 – 7:00pm	Terrace, Branch Lobby Monday, May 2 – 7:00pm
<b>Annual General Meeting</b>	Prince Rupert, Crest Hotel Wednesday, May 4 – 7:00pm		

FL



# STATEMENT OF ACCOUNTS

Village Of Port Clements

PO Box 94  
Masset BC V0T 1M0

**MASSET BRANCH** 250-626-5231

**MEMBER NUMBER** ██████████

**STATEMENT DATE** March 31, 2016

**PAGE** 2 of 10

Date	Description	Number	Withdrawals	Deposits	Balance
<b>Business 75</b>					
14Mar2016	Clearing Cheque	160112	100.00		167,147.17
14Mar2016	Clearing Cheque	160098	608.30		166,538.87
14Mar2016	Clearing Cheque	160123	5,331.52		161,207.35
16Mar2016	Clearing Cheque	160130	283.76		160,923.59
17Mar2016	Clearing Cheque	160095	540.89		160,382.70
17Mar2016	Clearing Cheque	6012	1,028.12		159,354.58
17Mar2016	Clearing Cheque	160132	7,680.96		151,673.62
17Mar2016	Pre-Authorized Debit - Municipal Pensi		1,231.11		150,442.51
18Mar2016	Withdrawal	22	5,082.84		145,359.67
18Mar2016	Incoming Interac Email Money Transfer	2016031		155.00	145,514.67
18Mar2016	Deposit			1,743.70	147,258.37
21Mar2016	Clearing Cheque	160126	50.00		147,208.37
21Mar2016	Bill Payment Credit Union MasterCard 5527497140094880 Vendor Confirmation: 848959	632829	1,024.36		146,184.01
21Mar2016	Bill Payment Telus Communications 2285720649 Vendor Confirmation: 849960	632901	1,304.11		144,879.90
22Mar2016	Clearing Cheque	160129	150.00		144,729.90
22Mar2016	Clearing Cheque	160096	457.62		144,272.28
22Mar2016	Clearing Cheque	160120	36,750.00		107,522.28
23Mar2016	Pre-Authorized Credit - CANADA POST CORP.			717.00	108,239.28
23Mar2016	Clearing Cheque	160128	163.07		108,076.21
23Mar2016	Clearing Cheque	160127	303.00		107,773.21
24Mar2016	Clearing Cheque	160140	472.50		107,300.71
27Mar2016	Transfer in from 643734 Masset cheq			250.00	107,550.71
29Mar2016	Clearing Cheque	160131	84.84		107,465.87
29Mar2016	Clearing Cheque	160139	125.12		107,340.75
29Mar2016	Clearing Cheque	160145	277.80		107,062.95
30Mar2016	Deposit			2,047.40	109,110.35
31Mar2016	Pre-Authorized Credit - CANADA			648.10	109,758.45
31Mar2016	Clearing Cheque	160133	660.45		109,098.00
31Mar2016	Clearing Cheque	160143	8,400.00		100,698.00
31Mar2016	Deposit			2,934.90	103,632.90

continued...

**Our Haida Gwaii  
branch hours  
have changed**

Our new hours are:

**Masset**  
Monday - Thursday: 10:00am - 3:00pm  
Friday: 10:00am - 5:00pm  
Saturday & Sunday: Closed

**Queen Charlotte**  
Monday - Friday: 10:00am - 5:00pm  
Saturday & Sunday: Closed

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# STATEMENT OF ACCOUNTS

Village Of Port Clements

PO Box 94  
Masset BC V0T 1M0

**MASSET BRANCH** 250-626-5231  
**MEMBER NUMBER** ██████████  
**STATEMENT DATE** March 31, 2016  
**PAGE** 3 of 10

Date	Description	Number	Withdrawals	Deposits	Balance
<b>Business 75</b>					
31Mar2016	Credit Interest			107.17	103,740.07
31Mar2016	Monthly Service Fee		55.00		103,685.07
<b>Total Withdrawals and Deposits</b>			<b>117,059.62</b>	<b>127,443.46</b>	

**Number of Cheques 38**

**Membership Shares**

29Feb2016	Balance Forward				38.37
<b>Total Withdrawals and Deposits</b>			<b>.00</b>	<b>.00</b>	

**Business Simply Savings**

29Feb2016	Balance Forward				409,736.12
08Mar2016	Transfer out to cheq		100,000.00		309,736.12
31Mar2016	Credit Interest			268.13	310,004.25
<b>Total Withdrawals and Deposits</b>			<b>100,000.00</b>	<b>268.13</b>	

**TERM DEPOSITS**

Date	Description	Withdrawals	Deposits	Balance
<b>Term 7: 12 - 60 Month Term -</b>				
29Feb2016	Balance Forward			266,474.17
Start 13Feb2016 - Rate 1.5000% - NextInt 13Feb2017 - Matures 13Feb2019				
<b>Term 10: 3 Year Harvest Term -</b>				
29Feb2016	Balance Forward			773,415.00
Start 21Nov2013 - Rate 3.6500% - NextInt 21Nov2016 - Matures 21Nov2016				
<b>Term 12: 12 - 60 Month Term -</b>				
29Feb2016	Balance Forward			307,258.44
Start 04Jan2016 - Rate 1.0500% - NextInt 04Jan2017 - Matures 04Jul2017				
continued...				

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Strengthening our members, organization and communities through cooperative financial services.

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# STATEMENT OF ACCOUNTS

Village Of Port Clements

PO Box 94  
Masset BC V0T 1M0

**MASSET BRANCH** 250-626-5231  
**MEMBER NUMBER** ██████████  
**STATEMENT DATE** March 31, 2016  
**PAGE** 4 of 10

Date	Description	Withdrawals	Deposits	Balance
<b>Term 14: Short Term GSP (30 - 364 Days) -</b>				
29Feb2016	Balance Forward			250,000.00
Start 10Jul2015 - Rate 1.0000% - NextInt 08Jul2016 - Matures 08Jul2016				
<b>Term 15: Short Term GSP (30 - 364 Days) -</b>				
29Feb2016	Balance Forward			135,722.21
06Mar2016	Credit Interest		178.48	135,900.69
Start 06Mar2016 - Rate 0.5000% - NextInt 10Jun2016 - Matures 10Jun2016				
<b>Term 16: 3 Year Harvest Term -</b>				
29Feb2016	Balance Forward			11,424.93
Start 01Nov2015 - Rate 1.0000% - NextInt 01Nov2016 - Matures 01Nov2018				

Assets	Canadian Dollars	US Dollars
Chequing	103,685.07	.00
Savings	310,004.25	.00
Terms	1,744,473.23	.00
Registered Plans	.00	.00
Shares	38.37	.00
<b>Total Assets</b>	<b>2,158,200.92</b>	<b>.00</b>
Liabilities	Canadian Dollars	US Dollars
Line of Credit	.00	.00
Over limit LOC/overdraft	.00	.00
Loans	.00	.00
Mortgage	.00	.00
<b>Total Liabilities</b>	<b>.00</b>	<b>.00</b>
	<b>.00</b>	<b>.00</b>

Over limit Lines of Credit / Overdrafts interest rate is 24.0000

continued...



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## **ACTION ITEMS**

<b><u>#</u></b>	<b><u>Date</u></b>	<b><u>Description</u></b>	<b><u>Lead</u></b>	<b><u>Follow up</u></b>
A16	15-10-2012	Bus Shelter	Staff	Councillor O'Brien Anderson expressed an interest in perhaps taking this on as a project
A21	15-07-2013	Drainage concern at far end between Park & Tingley include Yakoun Lane in drainage issue	Gaspar	Develop a plan for addressing this issue
A26	17-02-2014	Historic Councillor Plaque(s)	Administrator	Some plaques up - more as time permits
A27	05-05-2014	Park Management Committee	Administration	Finalize park management plans after results from questionnaire have been reviewed.
A30	19-10-2015	Mural for Community Hall (Community Futures)	Administration	As more information comes available