



The Village of
PORT CLEMENTS
"Gateway to the Wilderness"

36 Cedar Avenue West
PO Box 198
Port Clements, BC
V0T1R0
OFFICE: 250-557-4295
Public Works: 250-557-4295
FAX: 250-557-4568
Email : office@portclements.ca
Web : www.portclements.ca

7:00 p.m. Regular Meeting of Council Monday, December 2nd, 2013

AGENDA

1. ADOPT AGENDA.

2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS.

T-1-Tender from QCI SAWMILLS LTD for Kohler diesel generator

3. MINUTES.

M-1-Regular meeting of Council Monday, November 4, 2013

M-2-Regular meeting of Council Thursday, November 21, 2013

M-3-Regular meeting of Small Craft Harbour Committee Monday, October 28, 2013

M-4-Regular meeting of Emergency Planning Committee Thursday, August 29, 2013

M-5-Regular meeting of Centennial Committee Tuesday, October 29, 2013

4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS.

5. ORIGINAL CORRESPONDENCE.

C-1-Minister of Finance, James M. Flaherty – Canadian Infrastructure Funding

6. GOVERNMENT.

G-1-Village of Port Clements Committee Information Sheet

G-2-Bylaw 405, 2013 Amendment to the Financial Plan for the Years 2013 – 2017, Reconsider & Adopt

G-3-Bylaw 406, 2013 Replace Bylaw# 366, 2008-Tourism Advisory Committee 2nd, & 3rd Reading

G-4-Bylaw 407, 2013 Replace Bylaw# 324, 2002-Recreation Committee 2nd, & 3rd Reading

G-5-Bylaw 408, 2013 Replace Bylaw# 303, 2000-Emergency Management Commission 2nd & 3rd Reading

G-6-Notice of Council Meetings for 2014

FINANCE.

F-1-Cheque Listing to November 27, 2013

F-2-Northern Savings Credit Union Gaming Funds bank statement October 2013

7. NEW BUSINESS.

NB-1-Action Item from Small Craft Harbour Committee

NB-2-Action Item from Centennial Committee

8. ACTION ITEMS.

A-1-See Attached

9. REPORTS & DISCUSSIONS.

10. QUESTIONS FROM THE PUBLIC & PRESS.

Motion to adjourn to in camera meeting under *Community Charter* Section 90(1)(c).

ADJOURNMENT.

QCI SAWMILLS LTD
BOX 121 VOTIMO
MASSET BC

RE TENDER FOR
KOHLER DIESEL GENERATOR
MODEL 20R0Z591

Bid. 3,167.00

Danny Lauie

PHONE 250-626-5008



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Minutes of the Regular meeting of the Port Clements Council held November 4, 2013 in the Council Chambers.

Present:

Mayor Cheer
Councilor Gaspar
Councilor Gould
Councilor Falconbridge
Councilor Thomas

CAO Kim Mushynsky

Presenters – Sergeant Ward & Cpl. Breckon

Mayor Cheer called the meeting to order at 7:00pm

1. ADOPT AGENDA.

2013-343 - Moved by Councilor Falconbridge, seconded by Councilor Gaspar
THAT the agenda be adopted with the following amendments – add C1 – Eric O’Higgins letter and NB4 – Façade application
CARRIED

2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS.

D-1 – Masset RCMP 2nd quarter report
Cpl. Breckon and Sergeant Ward gave the 2nd quarter report and answered questions

3. MINUTES.

M-1 – Regular Meeting of Council Monday October 21, 2013
2013-344 – Moved by Councilor Gaspar, seconded by Councilor Falconbridge
THAT we accept the minutes from the October 21, 2013 Regular Council meeting as presented.
CARRIED

M-2 – Small Craft Harbour Meeting Monday September 9, 2013
2013-345 – Moved by Councilor Gaspar, seconded by Councilor Gould
THAT we accept the Small Craft Harbour meeting minutes from September 9, 2013 meeting as presented.
CARRIED

M-3 – Centennial Committee meeting Thursday September 26, 2013
2013-346 – Moved by Councilor Falconbridge, seconded by Councilor Gaspar
THAT we accept the Centennial Committee minutes from the September 26, 2013 meeting as presented.
CARRIED

M-4 – Centennial Committee meeting Thursday October 17, 2013

m-1

2013-347 – Moved by Councilor Falconbridge, seconded by Councilor Gaspar
THAT we accept the Centennial Committee minutes from the October 17, 2013 meeting as presented.
CARRIED

4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS.

5. ORIGINAL CORRESPONDENCE.

C-1 – Eric O'Higgins bid for old FD Rescue Truck
2013-348 – Moved by Councilor Gould, seconded by Councilor Gaspar
THAT we table this item until a decision has been made whether or not to sell the old FD Rescue Truck.
CARRIED

6. GOVERNMENT.

G-1 –Bylaw #405, 2013 1st Reading
2013-349 – Moved by Councilor Gould, seconded by Councilor Falconbridge
THAT we do 1st reading for Bylaw #405, 2013.
CARRIED

G-2 – Lease agreement – Clinic on Hemlock Ave & Park Street
2013-350 – Moved by Councilor Gaspar, seconded by Councilor Falconbridge
THAT we sign the lease agreement.
CARRIED

7. FINANCE.

F-1 – Cheque listing to October 30, 2013
2013-351 – Moved by Councilor Falconbridge, seconded by Councilor Gaspar
THAT we receive and file the cheque listing.
CARRIED

8. NEW BUSINESS.

NB-1 – Request from Centennial Committee
2013-352 – Moved by Councilor Gould, seconded by Councilor Gaspar
THAT we open this for discussion.
CARRIED

2013-353 – Moved by Councilor Gould, seconded by Councilor Falconbridge
THAT Council support the request in principal and allocate \$250 from the 2013 tourism budget for a first draft of the proposal.
CARRIED

NB-2 – Request from Port Clements' Senior's Group
2013-354 – Moved by Councilor Gaspar, seconded by Councilor Falconbridge
THAT we open for discussion.
CARRIED

2013-355 – Moved by Councilor Thomas, seconded by Councilor Gaspar
THAT we approve support up to a maximum of \$750.00 from the 2013 budget for the 2014 Senior Winter Games.
CARRIED

NB-3 – Request from Pat Johnson
2013-356 – Moved by Councilor Gould, seconded by Councilor Thomas
THAT we open this for discussion.
CARRIED

2013-357 – Moved by Councilor Gould, seconded by Councilor Thomas
THAT we send a letter thanking Pat for bringing her concerns to Council and to let her know we are working on the issue.
CARRIED

NB-4 – Business Façade Application

2013-358 – Moved by Councilor Falconbridge, seconded by Councilor Gaspar

THAT we approve Smillie’s Bed & Breakfast application for phase 2 activities, to a maximum of \$789.49

CARRIED

9. ACTION ITEMS:

A request was made to remove item A1 from the list as it was no longer applicable. Also there was a request to change the lead on item A24 from Councilor Falconbridge to the Administrator.

10. REPORTS AND DISCUSSIONS.

Mayor Cheer – Centennial mtg, SCH mtg, hospital dinner and Centennial open house tomorrow.

Council Gaspar – Centennial mtg & SCH mtg.

Councilor Falconbridge – no report

Councilor Thomas – Fisheries mtg & HGCF mtg next week

Councilor Gould – SCH & Barge mtgs.

Administrator – SCH & Barge mtgs – EPC mtg this Thursday

2013-359 – Moved by Councilor Gaspar, seconded by Councilor Falconbridge

THAT we move to in-camera per Community Charter #90-1-ck

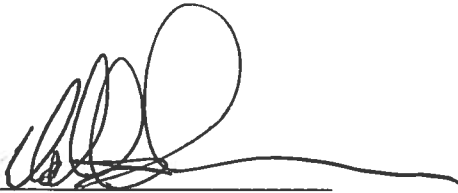
CARRIED

ADJOURNMENT.

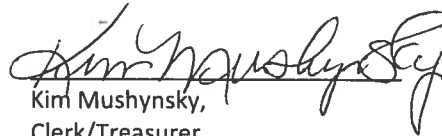
2013-360 - Moved by Councilor Gaspar, seconded by Councilor Gould

THAT the meeting be adjourned at 9:35pm

CARRIED



Wally Cheer,
Mayor



Kim Mushynsky,
Clerk/Treasurer



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Minutes of the Regular meeting of the Port Clements Council held November 21, 2013 in the Council Chambers.

Present:

Mayor Cheer

Councilor Gaspar

Councilor Gould

Councilor Falconbridge

Councilor Thomas – arrived at 7:50pm

CAO Kim Mushynsky

Mayor Cheer called the meeting to order at 7:00pm

1. ADOPT AGENDA.

2013-361 - Moved by Councilor Gaspar, seconded by Councilor Falconbridge

THAT the agenda be adopted with the following amendments – move D-1 to C-3, add G6 Removal of Water Tower and delete the motion to adjourn to in-camera.

CARRIED

2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS.

3. MINUTES.

M-1 – Regular Meeting of Council Monday November 4, 2013

2013-362 – Moved by Councilor Gaspar, seconded by Councilor Falconbridge

THAT we accept the minutes from the November 4, 2013 Regular Council meeting as presented.

CARRIED

M-2 – Emergency Planning Meeting Monday May 13, 2013

2013-363 – Moved by Councilor Falconbridge, seconded by Councilor Gaspar

THAT we accept the Emergency Planning committee meeting minutes from May 13, 2013 meeting as presented.

CARRIED

4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS.

BA-1 – Adele Kupp – Business Façade

2013-364 – Moved by Councilor Falconbridge, seconded by Councilor Gaspar

THAT we open this for discussion.

CARRIED

2013-365 – Moved by Councilor Gaspar, seconded by Councilor Falconbridge

THAT we approve the phase 2 application from Adele Kupp as presented.

CARRIED

M-2

5. ORIGINAL CORRESPONDENCE.

C-1 – Community Hall Society request for support
2013-366 – Moved by Councilor Gaspar, seconded by Councilor Gould
THAT we open this for discussion.

CARRIED

2013-367 – Moved by Councilor Gould, seconded by Councilor Falconbridge
THAT administration make a new line item in the 2014 budget for \$5,000 for Community Hall upgrades.

CARRIED

C-2 – NWCC request for letter of support for School of Marine & Coastal Studies
2013-368 – Moved by Councilor Falconbridge, seconded by Councilor Gaspar
THAT Council support this initiative and send a letter accordingly.

CARRIED

C-3 – Easement questions from Cheri Brooks
2013-369 – Moved by Councilor Falconbridge, seconded by Councilor Gaspar
THAT we open this for discussion.

CARRIED

2013-370 – Moved by Councilor Gaspar, seconded by Councilor Falconbridge
THAT we have an Open House Monday December 2, 2013 from 4-7pm in Council Chambers and we invite all affected residents to attend with any questions or concerns they may have, also, that we approach BC Assessment Authority for a written response to the concern about the easement affecting property values.

CARRIED

6. GOVERNMENT.

G-1 – Respect in the Workplace Policy #10, 2013
2013-371 – Moved by Councilor Falconbridge, seconded by Councilor Gaspar
THAT we accept the Respect in the Workplace Policy as presented.

CARRIED

G-2 – Bylaw #405, 2013 – Financial Plan Amendment – 2 & 3 readings
2013-372 – Moved by Councilor Falconbridge, seconded by Councilor Gaspar
THAT we do 2nd and 3rd readings for Bylaw #405, 2013 – Financial Plan Amendment.

CARRIED

G-3 – Bylaw #406, 2013 – Tourism Advisory Bylaw
2013-373 – Moved by Councilor Gaspar, seconded by Councilor Falconbridge
THAT we do 1st reading for Bylaw #406, 2013 and provide additional clarity around the meaning of a committee member and the authority of the chair.

CARRIED

G-4 – Bylaw #407, 2013 – Recreation Committee Bylaw
2013-374 – Moved by Councilor Gaspar, seconded by councilor Falconbrige
THAT we do 1st reading for Bylaw #407, 2013 and provide additional clarity around the meaning of a committee member and the authority of the chair.

CARRIED

G-5 – Bylaw #408, 2013 – Emergency Management Committee
2013-375 – Moved by Councilor Falconbridge, seconded by Councilor Gaspar
THAT we do 1st reading for Bylaw #408, 2013 and provide additional clarity around the meaning of a committee member and the authority of the chair.

CARRIED

G-6 – Tenders for the Removal of the Water Tower
3 bids were received – BJH Contracting for \$1 and ownership of the timber, Shore Wood Forest for \$6,500 and ownership of the timber and C&C Beachy Contracting for \$22,200 and Village retain ownership of the timber.

2013-376 – Moved by Councilor Gaspar, seconded by Councilor Falconbridge

THAT we accept the BJH Contracting bid of \$1 for the removal of the water tower, and, that we have the Administrator bring back the draft contract for this project for approval prior to finalizing it with the Contractor.

CARRIED

7. FINANCE.

F-1 – Cheque listing to November 6, 2013

2013-377 – Moved by Councilor Falconbridge, seconded by Councilor Gaspar

THAT we receive and file the cheque listing.

CARRIED

F-2 – NSCU Bank Statement for October 2013

2013-378 – Moved by Councilor Gaspar, seconded by Councilor Falconbridge

THAT we receive and file the October 2013 NSCU bank statement.

CARRIED

F-3 – CIBC Bank Statement for October 2013

2013-379 – Moved by Councilor Falconbridge, seconded by Councilor Gaspar

THAT we receive and file the October 2013 CIBC bank statement.

CARRIED

8. NEW BUSINESS.

9. ACTION ITEMS:

10. REPORTS AND DISCUSSIONS.

Mayor Cheer – Centennial Open House, BCHydro mtg, Marine Management Plan mtg, NSCU mtg, Taan mtg.

Council Gaspar – Centennial Open House, information session in Masset re: swimming pool issues, Taan mtg.

Councilor Falconbridge – EPC mtg, Centennial Open House, Remembrance Day

Councilor Thomas – no report

Councilor Gould – no report

Administrator – EPC mtg, Training in Edmonton, Remembrance Day

ADJOURNMENT.

2013-380 - Moved by Councilor Gaspar, seconded by Councilor Gould

THAT the meeting be adjourned at 8:15pm

CARRIED

Wally Cheer,
Mayor

Kim Mushynsky,
Clerk/Treasurer



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Minutes of the Small Craft Harbor Committee meeting held Monday October 28, 2013 in the Council Chambers.

Present:

Mayor Cheer
Councilor Gould
Councilor Gaspar
Clerk/Treasurer Kim Mushynsky
Oliver Bell – Public Representative
Craig Beachy – public representative
Dave Unsworth – public representative

Absent: Councilor Falconbridge

Chairman Gaspar called the meeting to order at 6:30pm

1. ADOPT AGENDA.

Moved by Mayor Cheer, seconded by Councilor Gould
THAT we adopt the agenda as presented.

CARRIED

2. MINUTES.

M-1 – September 9, 2013 SCH Committee Minutes
Moved by Mayor Cheer, seconded by Councilor Gould
THAT we adopt the September 9, 2013 SCH Committee Minutes as presented

CARRIED

3. NEW & BUSINESS ARISING FROM THE MINUTES.

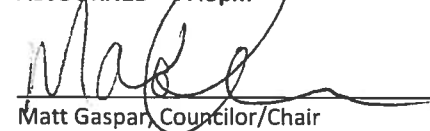
NB-1 – Discuss issues from last meeting – grid ownership, abandoned bus, ramp

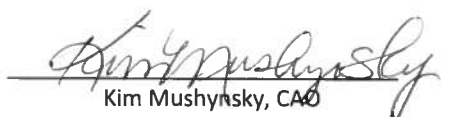
DFO will be coming back to us with their formal position on the issue of the grid ownership, Administrator to follow up with Mr. Jehns on the abandoned bus, public works has the pressure washing and leveling on their radar for completion within the next couple of weeks – other issues are held over to the 2014 budget process for consideration.

Other items discussed:

- Plan for armoring the sewer line beside the Small Craft Harbour in front of Smillie's property
- Plan for assisting in getting a couple of the unused boats out of the Harbour
- Work on getting a "pollution locker" from the Coast Guard secured at the SCH as well as training related to the equipment contained in the locker.
- Forward the Live Aboard policy to all the members for review at next meeting
- Get Public Works to fix the light at the SCH ASAP
- Contact Vivian Skinner at DFO in regards to a light at the end of the breakwater
- Next meeting Monday November 25th at 6:30pm

ADJOURNED 7:45pm


Matt Gaspar, Councilor/Chair


Kim Mushynsky, CAO



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Minutes from the August 29, 2013 Emergency Planning Committee Meeting
Council Chambers

Present:

Chair – Kaz Falconbridge

Jane Wilson – Emergency Co-ordinator

Kim Mushynsky – CAO

Glen Breckon – RCMP

Craig Beachy – Fire Chief

Marilyn Bliss - volunteer

Ryan Brown – Fire Department

Blake Ward – RCMP

Colleen Beachy – volunteer

Eric O'Higgins - volunteer

The meeting was called to order at 7:00pm

1. ADOPT AGENDA

Moved by Marilyn Bliss, seconded by Blake Ward that the agenda be adopted as presented.

CARRIED

2. MINUTES

M-1 – May 13, 2013 Minutes

Moved by Ryan Brown, seconded by Blake Ward that the minutes from the May 13, 2013 Emergency Committee meeting be accepted as presented.

CARRIED

3. BUSINESS ARISING & UNFINISHED BUSINESS

BA-1 – Booth at Canada Days

Kim looked after this – brochures about various Emergency Management issues were available for the public at the voting booth – 92 people attended the table but very few information packages were taken.

BA-2 - Develop a Marine disaster response plan (per Council recommendation)

Kim will contact Debbi Thwaites of Edwards to ask for a copy of their program and will ask Council for clarification of what they specifically are looking to add to our existing plan. Sargent Ward will also provide assistance once we have more direction from Council.

BA-3 – Radios from RCMP
Continue on with this initiative

BA-4 – Child Care Planning

Moved by Jane Wilson, seconded by Marilyn Bliss that the Child Care Policy be accepted as presented and added to our existing Emergency Plan.

CARRIED

4. CORRESPONDENCE

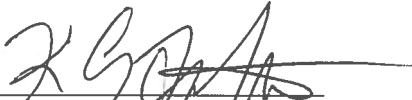
5. NEW BUSINESS

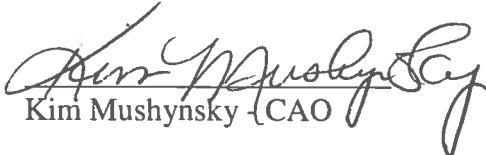
NB-1 – Emergency Social Services Training October 5 & 6 in Port Clements
Kim gave an update on the issue of ESS on island and encouraged the committee to find volunteers willing to take the 4 hour ESS100 course which is a prerequisite to the training coming in October.

6. REPORTS

7. ADJOURNMENT

Moved by Ryan Brown to adjourn.
Adjourned at 7:50pm


Kaz Falconbridge - Chair


Kim Mushynsky - CAO

CENTENNIAL COMMITTEE
Minutes of the regular meeting of the Centennial Committee
Tuesday, October 29, 2013

Present:

Mayor Wally Cheer	Councillor Matt Gaspar
Angela Mielecki	Burneta Decembrini
Joan Hein	Brigid Cumming
Deputy Clerk/Treasurer Sharon Ferretti	

Mayor Wally Cheer called the meeting to order at 7:07 p.m.

1. ADOPT AGENDA.

Additions: BA-5-Seniors' Winter Games
BA-1a-Pavilion Update

It was moved by Councillor Matt Gaspar, seconded by Angela Mielecki
THAT the agenda be adopted as amended.

CARRIED

2. MINUTES.

M-1-Regular minutes of Centennial Committee Thursday, October 17, 2013

It was moved by Councillor Matt Gaspar, seconded by Angela Mielecki
THAT the minutes be accepted as presented.

CARRIED

3. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS.

BA-1a- Pavilion Update

Counsellor Gaspar presented drawings to be used as a foundation to obtain a quote. The quote is expected to be in the area of \$80,000 which will include labour and materials. This will be a multi-use structure available to user groups throughout the year.

BA-1- Open House preparation

Sharon Ferretti will prepare a hand out/brochure which will include an email address for responses outside of the Open House gathering.

Brigid Cumming will do a letter of invite to Port's businesses and to the Rod and Gun club, Firemen Association, and the Community Hall Society.

BA-2-Action Plan

See attached.

It was moved by Councillor Matt Gaspar, seconded by Burneta Decembrini
THAT we request Council's approval to purchase customized bottled water labelling.

WITHDRAWN

BA-3- Cartoon Map quote

It was moved by Councillor Matt Gaspar, seconded by Angela Mielecki

THAT we request Council's approval to contract Manzanita Snow to do a Cartoon Map of Port Clements.

CARRIED

A sub-committee comprised of one member from the Recreation Committee and two members from the Centennial Committee be organized to work with Manzanita Snow if Council approves contract.

BA-4-FlagShop quotes

The committee reviewed the swag options presented. Specifically noted were the paper flags which at \$0.84 each for a minimum order of 1000 were not a favourable option. The committee will look into other ideas.

BA-5-Seniors' Winter Games

Burneta Decembrini will prepare a formal request for funding to be presented at the next Council meeting being held on Monday, November 4, 2013.

4. ORIGINAL CORRESPONDENCE

5. GOVERNMENT

6. NEW BUSINESS


NB-1-Centennial Committee info table

The hand out/brochures will be available at an information table outside the meeting room, during the Seniors' gathering on November 8th, and during the Remembrance Day reception on November 11th.

7. REPORTS & DISCUSSIONS.

Next meeting is the Open House, scheduled for Tuesday, November 5th at 7:00 p.m. in the Seniors' Meeting room.

Joan Hein motioned to adjourn at 9:07p.m.



Mayor Wally Cheer, Chair



Sharon Ferretti, Deputy/Clerk Treasurer

**Village Of Port Clements Centennial Committee
Action Plan 2013**

#	ITEM	IMMEDIATE ACTION	RESOLVE	DONE?
2	Armed Forces Group at UBCM	Talk with the group while at the UBCM	For Canada Days will bring vessel + do recruitment. Baseball game between crew & Port guys	In progress - Wally
5	Crossword Puzzle	To be published in a newsletter for 2014. Possibly have prize for first correct submission; submitted by deadline date	Brigid currently working on	In progress
6	Postage Cancel Stamp	Have a commemorative Canada Post cancel stamp produced	Bring outlines of St. Mark's, Golden Spruce, and Raven	In progress
7	Bottled Water	Personalized labels commemorating Centennial Year	Obtain pricing and design criteria. Whistler will do labelling but need idea of quantity.	Angela
9	Stage Design	Recreation Commission will be getting two quotes for design and costs	Bring quotes to next meeting	Matt
10	Parade Float	Pictures to be brought in of past floats. Joan only has two pictures of past floats.	- Pioneer Days - Saw Mills - Time Capsule approach: then & now; moving forward to present time; use dates	
12	St. Mark's church service	Invitation mailed to Rev. Peter Hamel to perform service on January 25, 2014	No formal response to date. Unsure of committing that far in advance.	Brigid/Sharon
13	St. Mark's Choir service	- Contact Nancy O'Higgins and/or Mavis Marks for December 2014 to do a Christmas Carol service - Approach Kazamir re: school kids music program	Check availability closer to December 2014	- Pending - Wally
14	Fireworks for 100 th Celebrations	Possible funding available	October 31 st good as kids are out + dark early enough; but concern is potentially unsafe weather conditions	
15	Canada Post's 100 th Anniversary in Port Clements as well	Canada Post's float entry for Port's Canada Days parade 2014	Check with Canada Post	Wally
16	Cemetery	Tie in with 100 th Celebrations	Committee to think about using for our 100 th Celebrations	

Minister of Finance



Ministre des Finances

Ottawa, Canada K1A 0G5

NOV 27 2013

2013FIN387614

His Worship Wally Cheer
Mayor
Village of Port Clements
clerk@portclements.ca

Dear Mayor Cheer:

Thank you for your correspondence of March 12, 2013 regarding federal support for infrastructure. Please excuse the delay in replying.

Since 2006, governments across Canada have worked together to build modern and efficient public infrastructure in every community. Through the 2007 Building Canada Plan and other infrastructure stimulus measures and initiatives, the Government of Canada has supported over 43,000 projects in Canada that have created jobs and economic growth and contributed to a higher quality of life for Canadians.

Following the success of the 2007 Building Canada Plan, *Economic Action Plan 2013* delivered a new Building Canada Plan to build roads, bridges, subways, commuter rail and other public infrastructure in cooperation with provinces, territories and municipalities. The new Building Canada Plan provides federal support of over \$53 billion, including over \$47 billion in new funding over ten years, starting in 2014-15, for provincial, territorial and municipal infrastructure projects.

The new plan includes \$32.2 billion under the Community Improvement Fund, consisting of an indexed Gas Tax Fund and the incremental Goods and Services Tax Rebate for Municipalities. This funding is dedicated to supporting municipal infrastructure projects. Our Government is committed to providing municipalities with predictable, long-term funding to help them build and revitalize their public infrastructure assets. In the consultations on a new long-term infrastructure plan, mayors from across the country and the Federation of Canadian Municipalities asked that federal funding for municipal projects be indexed and greater flexibility be afforded for municipalities to address their specific infrastructure needs. Our Government has responded directly to these requests by indexing the Gas Tax Fund at 2 percent per year starting in 2014-15, with increases applied in \$100-million increments, and by expanding the list of eligible categories under the Gas Tax Fund. The *Economic Action Plan 2013 Act, No. 1*, which received royal assent on June 26, 2013, included provisions to implement the increased funding through the permanent statutory appropriation for the Gas Tax Fund.

Canada

C-1

Municipalities will also benefit from the other elements of the new Building Canada Plan, including:

- The New Building Canada Fund, which includes \$14 billion in support of major economic infrastructure projects that have a national, regional and local significance. The New Building Canada Fund will have two components:
 - A \$4-billion National Infrastructure Component that will support investments in projects of national significance, particularly those that support job creation, economic growth and productivity. This includes highways, public transit, gateway and trade corridor-related infrastructure and disaster mitigation;
 - A \$10-billion Provincial-Territorial Infrastructure Component that will support projects in communities across the country in a broader range of categories including highways, public transit, drinking water, wastewater, connectivity and broadband, and innovation.
- A Renewed P3 Canada Fund, which includes \$1.25 billion to support innovative P3 projects that deliver value for money for all Canadians and develop the Canadian P3 market, in particular in jurisdictions inexperienced with P3 procurement.

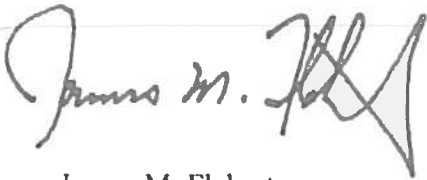
In addition, about \$6 billion in federal support will be provided to provinces, territories and municipalities under current infrastructure programs in 2014-15 and beyond. This brings total federal investments in provincial, territorial and municipal infrastructure to approximately \$53.5 billion from 2014-15 to 2023-24 – an average of \$5.35 billion per year over the 10-year period.

Further details of the new Building Canada Plan will be announced at a later date.

Since the Minister of Infrastructure, Communities and Intergovernmental Affairs, the Honourable Denis Lebel, is responsible for our Government's infrastructure initiatives, I have forwarded a copy of your correspondence to him.

Thank you for writing.

Yours sincerely,



James M. Flaherty

c. The Honourable Denis Lebel, P.C., M.P.



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COPY

March 12, 2013

To: Mr. James Flaherty

Re: Canadian Infrastructure Funding

The Village of Port Clements urges the Federal Government to take a leadership role on the issue of aging infrastructure throughout Canada and especially in small communities who are struggling with declining population and therefore a declining tax base such as Port Clements. We also feel that infrastructure funding and renewal should not be a political decision.

Therefore we recommend that a funding program be developed which has at least a 20 year cycle rather than the current two year cycle. This allows for efficient long term planning on the part of the Municipalities and does not confuse or tie the issue with elections.

Many types of infrastructure have 25-40 year life cycles so long term planning promotes efficient decision making and maximizes the returns from that asset. This is inconsistent with unpredictable, short term funding options.

Thank you for your attention to this issue.

Sincerely,

Mayor Wally Cheer – Village of Port Clements

Cc: Nathan Cullen MP
FCM

VILLAGE OF PORT CLEMENTS COMMITTEE INFORMATION SHEET

FOR DECEMBER 2, 2013 COUNCIL MTG.

Tourism Committee – Meets approximately 12 times per year (should be 2nd Thursday of each month but dates vary). The purpose of this committee is to compile and recommend means of promoting tourism within Port Clements to Council. No remuneration.

Emergency Preparedness Committee – Meets approximately 4 times per year (3rd Thursday in January, April, July and October). The purpose of this committee is to evaluate the Village of Port Clements emergency plan, ensure that the information within is always current, train members on emergency management criteria and report to Council as required. No remuneration.

Recreation Committee – Meets approximately 12 times per year (should be 4th Thursday of each month but dates vary). The purpose of this committee is to provide recreation options to the Village of Port Clement and liaise with the QCI Rec Commission and other communities. No remuneration.

NDIT (Northern Development Initiative Trust) - Meets approximately 4 times per year. Meetings are usually via teleconference. The purpose is to review and recommend projects being submitted from the Northwest region. Travel reimbursement only – no stipend.

SQCRD (Skeena Queen Charlotte Regional District) – Meets approximately 10 times per year. Meetings rotate throughout the Northwest and can be accessed via teleconference. The purpose is to represent the Village of Port Clements at the Regional level. This person is automatically the representative for the Northwest Regional Hospital District as well. Travel reimbursement & approx. \$12,750 per year (flat rate plus per meeting rates so actual amount depends on attendance)

MIEDS (Misty Isles Economic Development Society) – meets approximately 6 times per year. Meetings rotate between the island communities. The purpose is to be a part of island economic development strategies. No remuneration.

Gwaii Tel – meets approximately 3 times per year as needed. The purpose is to review the islands broadband services. No remuneration.

VIRL (Vancouver Island Regional Library) – meets approximately 5 times per year. Meetings take place in Nanaimo. The purpose is to ensure Port Clements has a voice in library issues within our community and on the island in general. Travel costs only no remuneration.

RCMP Liason – usually this is CAO job to meet as needed with RCMP to discuss issues.

Community Futures – meets approximately 9 times per year. Meetings are usually held in Port Clements. The purpose is to give Port Clements a voice in the on island direction of Haida Gwaii Community Futures. No remuneration.

Small Craft Harbour Committee – meets the 2nd Monday of each month – short term committee to evaluate ways to improve this area of the community. No remuneration.

Barge Committee – meeting schedule varies depending on actionable items – mid-term committee working towards the development of a container port in the Industrial park. No remuneration.

Park Management Committee – no set meeting dates – mid-term committee working towards a management policy for each of the park areas within Port Clements. No remuneration.

Centennial Committee – meetings will escalate for 2014 – short term to plan for Centennial celebration. No remuneration.

VILLAGE OF PORT CLEMENTS

BYLAW NO.405, 2013

**Respecting an Amendment to The Financial Plan for the
Years 2013-2017 Bylaw #401, 2013**

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

1. Schedule A attached hereto and made a part of this bylaw is hereby adopted and comprises the Amended Financial Plan for the Village of Port Clements for the years 2103 – 2017 ending December 31, 2017.
2. This Bylaw may be cited for all purposes as “The Amended Financial Plan for the years 2013-2017 - Bylaw #405, 2013”.

READ A FIRST TIME THIS 4th DAY OF NOVEMBER, 2013.

READ A SECOND TIME THIS 21st DAY OF NOVEMBER, 2013

READ A THIRD TIME THIS 21st DAY OF NOVEMBER, 2013

RECONSIDERED AND FINALLY ADOPTED THIS

WALLY CHEER
MAYOR

KIM MUSHYNSKY
CLERK/TREASURER

CERTIFIED A TRUE COPY OF VILLAGE OF
PORT CLEMENTS AMENDED FINANCIAL PLAN, BYLAW NO. 405, 2013

Schedule "A" (Page 1 of 3)

General Fund

	2013 Budget	2014 Budget	2015 Budget	2016 Budget	2017 Budget
Property Tax	125000	125100	125100	125100	125100
Payments in Lieu	6645	6800	6800	6800	6800
Sales of Services	18265	9290	9315	9340	9365
Revenue from own Sources	62280	60430	60630	60830	61130
Unconditional Transfers	400000	400000	400000	400000	400000
Conditional Transfers	46025	46025	46025	46025	46025
Multi-purpose Building Revenue	12850	12850	12850	12900	13000
Transfer from Reserves	33115	0	2624	3819	5258
Collections for Other Agencies	206710	211710	211710	211710	211710
Total Revenues	910890	872205	875054	876524	878388

Legislative Expenses	34800	34800	39300	36300	36300
General Administration	190900	193736	195564	197934	197848
Fire Department	40650	41150	41900	42650	43400
Emergency Services	1650	750	750	750	750
Common Services	22000	20000	20000	20000	20000
Wharf Services	27500	7500	10500	10500	10500
Small Craft Harbour	7850	7850	7850	7850	7850
Roads	49450	48950	49950	50450	50950
Environment Health	1830	1830	1830	1830	1830
Environmental Development	2000	2100	2200	2300	2500
Parks and Recreation	35500	36000	36000	36000	36000
Fiscal Services	2500	1500	1500	1500	1500
Contribution to Reserves	0	9079	0	0	0
Capital Expenses	67000	45000	45000	45000	45000
Multi-purpose building expenses	54050	54750	55500	56250	56750
Amortized asset contribution	166000	155000	155000	155000	155000
Taxes levied for other Agencies	207210	212210	212210	212210	212210
Total Expenses	910890	872205	875054	876524	878388

Surplus/(Deficit)	0	0	0	0	0
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	2013	2014	2015	2016	2017
	Budget	Budget	Budget	Budget	Budget

Water Fund					
Fees & Taxation	97000	97185	97185	97185	97185
Transfer from Reserve					
Grants	40000	40000	40000	40000	40000

Total Revenues	137000	137185	137185	137185	137185
Operating Expenses	60750	61000	62600	63100	63700
Capital Expenses	0	0	0	0	0
Contribution to Reserves	4235	4170	2570	2070	1470
Contribution to Amortization	72015	72015	72015	72015	72015

Total Expenses	137000	137185	137185	137185	137185
Surplus/(Deficit)	0	0	0	0	0

2013 2014 2015 2016 2017
 Budget Budget Budget Budget Budget

Sewer Fund

Fees & Taxation	61816	61816	61816	61816	61816
Transfer from Reserves	10000	0	0	0	0
Grants	0	0	0	0	0

Total Revenues	71816	61816	61816	61816	61816
Operating Expenses	56780	43600	41600	42100	42600
Capital Expenses	0	0	0	0	0
Contribution to Reserves	0	3180	5180	4680	4180
Contribution to Amortization	15036	15036	15036	15036	15036

Total Expenses	71816	61816	61816	61816	61816
Surplus/(Deficit)	0	0	0	0	0

Capital Projects

	2013 <u>Budget</u>	2014 <u>Budget</u>	2015 <u>Budget</u>	2016 <u>Budget</u>	2017 <u>Budget</u>
General					
Barge Facility	0	10000000	0	0	0
Water					
New Well	0	0	0	0	0
Sewer					
Sewage Upgrade	0	0	0	0	0
Total Capital Projects	0	10000000	0	0	0

In regards to Bylaw #405, 2013 the changes from the original budget are as follows:

1. Sale of service revenue has been decreased to acknowledge that one of the lots put up for sale remains unsold as of October 17, 2013 when the amending Bylaw was drafted
2. By virtue of the net effect of the changes, the amount transferred from reserves to make this a balanced budget has been amended.
3. Emergency services budget has been increased to acknowledge the purchase of equipment for the new space created above the fire department.
4. Common services budget has been increased (with an offsetting decrease in another area of public works wages) to acknowledge the redirection of public works activities for 2013 amongst the multiple budget lines which their salaries are coded to.
5. Roads budget has been decreased (this is the offset mentioned in item #4) to ensure that overall wages expense for Public Works for 2013 has not been increased merely shifted between accounts.
6. Fiscal services has been increased to acknowledge that we did not adequately budget for the service fees of keeping two bank accounts operational. The increase in service fees has been more than compensated for by the interest revenues we are earning.
7. Capital expenditures have been increased to reflect additional work done on the barge facility project.
8. Amortization expense was increased – it appears that this was under budgeted – this non-capital expense will be discussed with auditors when the 2013 yearend is being finalized.

There were no budget changes for either the Water or the Sewer Funds.

VILLAGE OF PORT CLEMENTS

BYLAW NO: 406, 2013

A Bylaw to replace Bylaw #366, 2008 in regards to a Tourism Advisory Committee

WHEREAS section 142 of the Community Charter empowers the Council to establish a select committee to consider or inquire into any matter and to report its findings and opinions to Council;

AND WHEREAS the Council for the Village of Port Clements desires to promote, expand and enhance Tourism development of the Village of Port Clements.

NOW THEREFORE the Council for the Village of Port Clements in open meeting assembled enacts as follows:

INTERPRETATION:

1. **"Committee"** shall mean and include the Port Clements Tourism Advisory Committee.
"Council" shall mean the Village of Port Clements.
"Village" shall mean the Corporation of the Village of Port Clements;
"Province" shall mean the Province of British Columbia.
"Committee member" shall mean a person who has been appointed by the Tourism Committee Chair and has voting privileges on the Committee.
2. There is hereby established a select committee to be known as the Port Clements Tourism Advisory Committee whose purpose is to research and make recommendations to Council on all matters which relate to tourism development.
3. Council hereby delegates the authority to appoint members to the committee to the chair of the Tourism Committee, upon recommendation from existing committee members.
4. The committee shall be comprised of at least one member of Council and shall have a minimum of 5 members and a maximum of 8 members.
5. If, without good reason, any member of the Committee is absent from three (3) consecutive regular meetings the Chair may, upon a recommendation of the Committee, remove the member from the Committee.

6. The Chair may remove any member of the Committee for malfeasance or any breach of legal trust.
7. Annually, during the month of January, the Committee shall hold a meeting at which a chair shall be selected from the appointed members.
8. Regular meetings of the Committee shall be held once a month, at a time set by resolution of the Committee, and special or workshop meetings will be held when necessary.
9. A quorum for regular, special or workshop meetings of the Committee shall be three (3) members, one of whom shall act as chair. If the appointed chair is not in attendance but 3 other committee members are they shall appoint a temporary chair for that meeting.
10. Regular monthly meeting procedures shall be conducted in accordance with the Village of Port Clements Procedures Bylaw No. 336, 2004.
11. Proceedings of the regular monthly meetings shall be recorded and a copy of the Minutes forwarded to Council for their information. Recommendations of the Committee on a matter for adoption by Council are not to be made public until approved by Council.
12. Neither the Committee nor any member thereof, shall have the power to pledge the credit of the Village in connection with any matters whatsoever, nor shall the Committee nor any member thereof have any power to authorize any expenditure to be charged against the Village.
13. This Bylaw may be cited as the "Port Clements Tourism Advisory Committee Bylaw No 406, 2013.

14. Bylaw 366, 2008 is hereby rescinded.

Read a first time this 21st day of November, 2013.

Read a second time, this day of , 2013.

Read a third time, this day of , 2013.

Reconsidered and finally adopted this day of , 2013.

Wally Cheer,
Mayor

Kim Mushynsky,
Chief Administrative Officer

Certified to be a true copy of Bylaw 406
Tourism Advisory Committee

VILLAGE OF PORT CLEMENTS

BYLAW NO: 407, 2013

A Bylaw to replace Bylaw #324, 2002 in regards to a Recreation Commission

WHEREAS section 143 of the Community Charter empowers the Council to establish a commission to operate services of the local government;

AND WHEREAS the Council for the Village of Port Clements desires to promote, expand and enhance Recreational opportunities in the Village of Port Clements.

NOW THEREFORE the Council for the Village of Port Clements in open meeting assembled enacts as follows:

DEFINITION:

"Commission" shall mean the Village Port Clements Recreation Commission.

"Council" shall mean the Village of Port Clements Council.

"Village" shall mean the Corporation of the Village of Port Clements;

"Province" shall mean the Province of British Columbia.

"Committee member" shall mean a person who has been appointed by the Recreation Commission Chair and has voting privileges on the Committee.

INTERPRETATION:

1. The Commission shall be composed of a minimum of 5 members and a maximum of 8 members who shall be appointed by the Commission Chair. At least one member of the Commission shall be from Council. Members from unincorporated areas such as Tlell are eligible to be members on the Commission.
2. Council hereby delegates the authority to appoint members to the Commission to the chair of the Commission based on recommendations from existing committee members.
3. If, without good reason, any member of the Commission is absent from three (3) consecutive regular meetings the Chair may, upon a recommendation of the Commission, remove the member from the Commission.
4. The Chair may remove any member of the Commission for

malfeasance or any breach of legal trust.

5. Annually, during the month of January, the Commission shall hold a meeting at which a chair shall be selected from the appointed members as well as any other officers required to conduct their business.
6. Regular meetings of the Commission shall be held once a month, at a time set by resolution of the Commission.
7. A quorum for a regular or special meeting of the Commission shall be three (3) members, one of whom shall be the chair.
8. Regular monthly meeting procedures shall be conducted in accordance with the Village of Port Clements Procedures Bylaw No. 336, 2004.
9. Proceedings of the regular monthly meetings shall be recorded and a copy of the Minutes forwarded to Council for their information. Recommendations of the Commission on a matter for adoption by Council are not to be made public until approved by Council.
10. The Commission shall have supervisory responsibility over activities provided and conducted on or in connection with parks, play-grounds, athletic fields, or other recreational facilities that currently exist, or may come into existence, and shall have the power to conduct any form of recreational or cultural activity.
11. All items of revenue and expenditure relating to the activities of the Commission shall be accounted for in the books of account for the Village of Port Clements in accordance with the provisions of the current Financial Plan.
12. Neither the Commission, nor any member thereof, shall have the power to pledge the credit of the Village in connection with any matters except as specifically provided for in the provisions of the current Financial Plan as it relates to the Recreational Commission. The Commission shall not make any expenditures except by an affirmative motion or resolution of the Commission.
13. All monies received by the Commission shall be paid into the hands of the Village Treasurer for deposit to the credit of the Village bank account. Accounts for authorized expenditures of the Commission shall be paid by the Treasurer of the Village in the same manner as all other accounts.

14. The Commission may, from time to time, by motion, appoint a committee or committees for a specific purpose.
15. The Commission shall make reports to Council at such times as they are required.
16. This Bylaw may be cited as the "Port Clements Recreation Commission Bylaw No 407, 2013".
17. Bylaw 324, 2002 is hereby rescinded.

Read a first time, this 21st day of November, 2013.

Read a second time, this day of , 2013.

Read a third time, this day of , 2013.

Reconsidered and finally adopted this day of , 2013.

Wally Cheer,
Mayor

Kim Mushynsky,
Chief Administrative Officer

Certified to be a true copy of Bylaw 407
Recreation Commission

VILLAGE OF PORT CLEMENTS

BYLAW NO: 408, 2013

A Bylaw to replace Bylaw #303, 2000 in regards to an Emergency Management Commission

WHEREAS section 143 of the Community Charter empowers the Council to establish a commission to operate services of the local government;

AND WHEREAS the Council for the Village of Port Clements is mandated to establish and maintain an emergency plan for the Village of Port Clements;

AND WHEREAS the Council for the Village of Port Clements wishes to authorize a Commission to undertake the management of emergency preparedness for the municipality;

NOW THEREFORE the Council for the Village of Port Clements in open meeting assembled enacts as follows:

SECTION 1 - DEFINITIONS:

1. Council means the Village of Port Clements Council
2. Declaration of a state of local emergency means a declaration of Council or the Mayor that an emergency exists or is imminent in the municipality.
3. Disaster means a calamity that:
 - a. Is caused by accident, fire, explosion, or technical failure or by the forces of nature and;
 - b. Has resulted in serious harm to the health, safety or welfare of people, or in widespread damage to property.
4. Emergency means a present or imminent event that:
 - a. Is caused by accident, fire, explosion or technical failure or by the forces of nature, and;
 - b. Requires prompt coordination of action or special regulation of persons or property to protect the health, safety or welfare of people or to limit damage to property.
5. Village of Port Clements Emergency Coordinator means the person appointed by the Council as head of the Village of Port Clements Emergency Management Commission.
6. Municipality means all the area within the boundaries of the Village of Port Clements
7. The Village of Port Clements Emergency Management Commission means the Emergency Coordinator and such other persons appointed, and functional groups established, and which are

charged with Emergency Preparedness, response and recovery measures.

8. Commission member means someone who has been appointed to the commission by the Emergency Coordinator and has voting privileges on the Commission.

SECTION 2 - ADMINISTRATION:

1. The Commission shall be composed of a minimum of 5 members and a maximum of 10 members who shall be appointed by the Emergency Coordinator. At least one member of the Commission shall be from Council and one member shall be a Village of Port Clements staff member. Members from unincorporated areas such as Tlell are eligible to be members on the Commission.
2. Council hereby delegates the authority to appoint members to the Commission to the Emergency Coordinator. The Emergency Coordinator should consider membership from the Fire Department, Ambulance, Seniors Group, School and general public.
3. If, without good reason, any member of the Commission is absent from three (3) consecutive regular meetings the Emergency Coordinator may, upon a recommendation of the Commission, remove the member from the Commission.
4. The Emergency Coordinator may remove any member of the Commission for malfeasance or any breach of legal trust.
5. Annually, during the month of January, the Commission shall hold a meeting at which a Chair shall be selected from the appointed members as well as any other officers required to conduct their business.
6. Regular meetings of the Commission shall be held quarterly, at a time set by resolution of the Commission.
7. Regular meeting procedures shall be conducted in accordance with the Village of Port Clements Procedures Bylaw No. 336, 2004.
8. Proceedings of the meetings shall be recorded and a copy of the Minutes forwarded to Council for their information.
9. Subject to the approval of Council, the Commission may:
 - a. Make and amend its policies and procedures;
 - b. Enter into agreements with Regional Districts or other municipal bodies for the purpose of emergency assistance or

- formulation of coordinated emergency preparedness, response and recover, and;
- c. Enter into agreements with individuals, bodies, corporations or other non-government agencies, for the provision of goods or services.

SECTION 3 – DUTIES AND RESPONSIBILITIES OF THE COMMISSION

1. The Commission shall prepare and present to the Council for annual review and approval:
 - a. A list of hazards to which the municipality is subject and which also indicates the relative risk of such occurrence;
 - b. Plans respecting the preparation for, response to, and recovery from emergencies and disasters, which include:
 - i. A periodic review of plans and procedures
 - ii. A program of exercises and training
 - iii. Procedures by which physical and financial emergency resources or assistance may be obtained
 - iv. Procedures by which emergency plans are to be implemented
 - v. Warning and communication procedures for the public
 - vi. Procedures to establish the priorities for restoring essential services provided by the municipality, or recommend priorities to other service providers, that are interrupted during an emergency or disaster

SECTION 4 – POWERS OF COUNCIL

1. Council, Mayor or the Emergency Coordinator, whether or not a state of local emergency has been declared, can cause the emergency plan to be implemented.
2. The Council by Bylaw or Resolution, or the Mayor by Order, may declare a state of local emergency when the extraordinary power or authority enabled by Section 12 of the Emergency Programs Act is required to effectively deal with an emergency or disaster in any part of the municipality.
3. Upon a declaration of a state of local emergency being made, Council, or its designate, shall send a copy of the declaration to Emergency Management BC and ensure that the details of the declaration are made known to the majority of the population of the affected area.
4. Council, Mayor or the Commission may do any or all of the acts enumerated in the Emergency Programs Act that are considered necessary and implement procedures considered necessary to prevent, respond to, or alleviate the effects of an emergency or disaster.

5. The Council or Mayor must, when of the opinion that an emergency no longer exists in the municipality to which a declaration of a state of local emergency was made, cancel the declaration of a state of local emergency and promptly notify Emergency Management BC of the cancellation.

SECTION 5 – LIABILITY

As stated in the Emergency Programs Act, no person, including without limitation, the Council, the Mayor, members of the Emergency Management Commission, employees of the Village of Port Clements, volunteers, and any other person appointed, authorized, or requested to carry out measures relating to emergencies or disasters, is liable for any loss, cost, expense, damage or injury to persons or property that result from:

- a) The person, in good faith, doing or omitting to do, any act that the person is appointed, authorized, or required to do under this bylaw, unless, in doing or omitting to do the act, the person was grossly negligent, or;
- b) Any acts done or omitted to be done by one or more of the persons who were, under this bylaw, appointed, authorized or required by the person to do the acts, unless in appointing, authorizing, or requiring those persons to do the acts, the person was not acting in good faith.

Bylaw 303, 2000 is hereby rescinded.

This Bylaw may be cited as the “Village of Port Clements Emergency Management Commission Bylaw #408, 2013”.

Read a first time, this 21st day of November, 2013.

Read a second time, this day of , 2013.

Read a third time, this day of , 2013.

Reconsidered and finally adopted this day of , 2013.

Wally Cheer,
Mayor

Kim Mushynsky,
Chief Administrative Officer

Certified to be a true copy of Bylaw 408 Emergency Management Commission



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

Pursuant to *Community Charter* Section 94 notice is hereby given for the 2014 Regular Council meetings. Meetings are scheduled on the first and third Monday of every month. Where there is a holiday Monday the meeting is moved to the Tuesday. The schedules of regular meetings are as follows:

January 6 & 20
February 3 & 17
March 3 & 17
April 7 & 22 (Easter Monday April 21)
May 5 & 20 (Victoria Day Monday May 19)
June 2 & 16
July 7 & 21
August 5 & 18 (BC Day Monday August 4)
September 2 & 15 (Labour Day Monday Sept. 1)
October 6 & 20
November 3 & 17
December 1 & 15

Meetings are open to the public and are held in the Council Chambers located in the Multi Purpose Building at 36 Cedar Ave West, Port Clements, BC at 7:00 p.m. Submissions of Correspondence and/or requests to appear as a delegation in front of Council must be made in writing four business days prior to the scheduled meeting.

Committees of Council Schedule

Port Clements Tourism Committee	- 2 nd Thursday of every month *
Port Clements Emergency Committee	- 3 rd Thursday every quarter starting January 2013 *
Port Clements Recreation Commission	- 4 th Thursday of every month *
Small Craft Harbour Committee	- 2 nd Monday of every month*
Barge Committee	- as required
Park Management Committee	- as required
Centennial Committee	- as required

*subject to change by Committee Resolution

Please contact the Village Office Monday through Friday 9:00 a.m. to 1:00 p.m.

VILLAGE OF PORT CLEMENTS

Cheque Listing For Council

2013-Nov-27
12:09:13PM

Cheque #	Cheque Date	Vendor Name	General Ledger	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
20130549	11/8/2013	Condrotte, Dylan	10-2-71-89-20	NOV 2013	PAYMENT LABOUR FOR MILLENIUMPARK	144.00	144.00
20130550	11/11/2013	Brown, Ryan	10-2-24-60-00	FD2013	PAYMENT ADVANCE FOR FD TRAINING	400.00	400.00
20130551	11/19/2013	Board of School Trustees	10-2-71-21-15	1314-019	PAYMENT MPBC SD#50 SECURITY+HYDR	583.46	583.46
20130552	11/19/2013	CANADIAN FREIGHTWAYS	10-2-71-21-20	026-057706	PAYMENT FREIGHT FOR ZEP PRODUCT DE	169.40	169.40
20130553	11/19/2013	LAND TITLE AND SURVEY	10-2-12-11-70	TaxSaleCorrect	PAYMENT CORRECTIONS TO P.WK TAX SA	22.20	22.20
20130554	11/19/2013	MINISTER OF FINANCE	40-2-42-10-10	SEWER	PAYMENT REPLACING UTILITY LI CENCE #	211.05	211.05
20130555	11/19/2013	MUNICIPAL INFORMATION	10-2-12-11-20	20131471	PAYMENT FINANCE SOFTWARE SUPPORT	288.34	288.34
20130556	11/19/2013	Mushynsky, Kim	10-2-12-10-25	MUNIWARE TN	PAYMENT PER DIEM CLAIM MUNIWARE TR	128.10	128.25
20130557	11/19/2013	OBSERVER PUBLISHING C	10-3-22-00-00	MUNIWARE TN	gst	0.15	
20130558	11/19/2013	Pete the Electrician	10-2-12-11-50	16291	PAYMENT FOR SALE BY TENDER AD	115.50	225.50
20130559	11/19/2013	SPEEDEE	10-2-12-11-50	SUB RENEWAL	SUBSCRIPTION RENEWAL	110.00	
20130560	11/19/2013	Stewart, McDannold, Stuart	40-2-42-90-50	231 2013	PAYMENT INSTALL; LABOUR; TRAVEL	759.27	759.27
20130560	11/19/2013	Stewart, McDannold, Stuart	10-2-71-89-30	104676-0	PAYMENT CAMPER TAGS PRINTING + DELI	199.97	199.97
20130560	11/19/2013	Stewart, McDannold, Stuart	10-2-12-10-50	65597	PAYMENT GENERAL MATTERS TAX SALE+	395.70	3,339.68
20130560	11/19/2013	Stewart, McDannold, Stuart	10-3-22-00-00	65597	GST	19.79	
20130560	11/19/2013	Stewart, McDannold, Stuart	10-3-22-00-01	65597	PST	27.93	
20130560	11/19/2013	Stewart, McDannold, Stuart	10-2-12-10-50	65598	SEWER STAT RIGHT OF WAY	2,607.84	
20130560	11/19/2013	Stewart, McDannold, Stuart	10-3-22-00-00	65598	GST	123.60	
20130560	11/19/2013	Stewart, McDannold, Stuart	10-3-22-00-01	65598	PST	164.82	
20130561	11/19/2013	YAKOUN RIVER INN	10-3-27-00-01	BusFacade2013	PAYMENT BUSINESS FACADE PAYOUT 201	1,361.50	1,361.50
20130568	11/27/2013	BEACHY, COLLEEN	10-2-24-90-00	BONUS 2013	PAYMENT CHRISTMAS BONUS	75.00	75.00
20130569	11/27/2013	COASTAL PROPANE	10-2-24-70-10	48844	PAYMENT FIREHALL	675.48	675.48
20130570	11/27/2013	BLUE CROSS	10-4-27-00-30	DEC 2013	PAYMENT BEN PREMIUMS DEC 2013	996.21	996.21
20130571	11/27/2013	XEROX CANADA LTD.	10-2-12-11-30	F45360510	PAYMENT USAGE FEES SEPT 30 - NOV 15 :	355.34	355.34
20130572	11/27/2013	RECEIVER GENERAL - CC	10-4-27-00-10	NOV 2013	PAYMENT CRA REMITTANCE NOV 2013	3,376.93	3,376.93
20130573	11/27/2013	ROYAL CANADIAN LEGION	10-1-59-10-00	RememDay2013	PAYMENT REMEMBRANCE DAY DONATION	200.00	200.00
20130574	11/27/2013	HUB	10-2-24-70-00	IN00028081	PAYMENT PUMPER SERVICE	2,092.11	2,092.11
20130575	11/27/2013	HADLEY, JUDY	10-2-12-10-00	BONUS 2013	PAYMENT CHRISTMAS BONUS	75.00	75.00
20130576	11/27/2013	CORPORATE EXPRESS	10-2-24-90-00	33411728;	PAYMENT CREDIT FOR OVERPAYMENT	(12.77)	137.04
20130576	11/27/2013	CORPORATE EXPRESS	30-2-41-30-30	34156131	deskpads calendar	7.26	
20130576	11/27/2013	CORPORATE EXPRESS	10-2-12-11-00	34156131	OFFICE SUPPLIES	142.55	
20130577	11/27/2013	LAND TITLE AND SURVEY	10-2-12-11-70	TaxSale2ndCorr	PAYMENT 2013 TAX SALE-CORRECTION TC	44.40	44.40
20130578	11/27/2013	BRITISH COLUMBIA LIFE &			PAYMENT		371.97

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VILLAGE OF PORT CLEMENTS

Cheque Listing For Council

2013-Nov-27
12:09:13PM

Cheque #	Cheque Date	Vendor Name	General Ledger	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
20130578	11/27/2013	BRITISH COLUMBIA LIFE &	10-4-27-00-30	90159	BENEFIT PREMIUM DECEMBER	371.97	371.97
20130579	11/27/2013	DEREX EQUIP. LTD.	10-2-71-89-40	2013020	PAYMENT CLEANING RENNIE CREEK	189.00	189.00
20130580	11/27/2013	Ferretti, Sharon	10-2-12-10-00	BONUS 2013	PAYMENT CHRISTMAS BONUS	75.00	75.00
20130581	11/27/2013	Thwaites, Carey	30-2-41-30-10	BONUS 2013	PAYMENT CHRISTMAS BONUS	75.00	75.00
20130582	11/27/2013	Mushynsky, Kim	10-2-12-10-00	BONUS 2013	PAYMENT CHRISTMAS BONUS	75.00	75.00
20130583	11/27/2013	O'Donoghue, Sean	40-2-42-90-00	BONUS 2013	PAYMENT CHRISTMAS BONUS	75.00	75.00

Total 16,721.10

*** End of Report ***

STATEMENT OF ACCOUNTS

PO Box 94
Masset BC V0T 1M0

MASSET BRANCH 250-626-5231
MEMBER NUMBER 7310006
STATEMENT DATE October 31, 2013
PAGE 1 of 3

NSCI15R MT1 E D 04613

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

DEMAND ACCOUNTS

Date	Description	Number	Withdrawals	Deposits	Balance
Business Pay-As-You-Go					
30Sep2013	Balance Forward				-7.00
18Oct2013	Transfer in from 56440 Masset cheq			100.00	93.00
31Oct2013	Debit Interest		.08		92.92
31Oct2013	Monthly Service Fee		7.00		85.92
	Total Withdrawals and Deposits		7.08	100.00	
Interest YTD 0.08					
Membership Shares					
30Sep2013	Balance Forward				25.00
	Total Withdrawals and Deposits		.00	.00	



continued...



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F-2



NORTHERN SAVINGS
CREDIT UNION

STATEMENT OF ACCOUNTS

PO Box 94
Masset BC V0T 1M0

Village Of Port Clements Gaming Funds

MASSET BRANCH 250-626-5231
MEMBER NUMBER 7310006
STATEMENT DATE October 31, 2013
PAGE 2 of 3

Assets	Canadian Dollars	US Dollars
Chequing	85.92	.00
Savings	.00	.00
Terms	.00	.00
Registered Plans	.00	.00
Shares	25.00	.00
Total Assets	110.92	.00
Liabilities	Canadian Dollars	US Dollars
Line of Credit	.00	.00
Over limit LOC/overdraft	.00	.00
Loans	.00	.00
Mortgage	.00	.00
Total Liabilities	.00	.00
	.00	.00

Over limit Lines of Credit / Overdrafts interest rate is 24.0000

continued...

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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

ACTION ITEM FROM SMALL CRAFT HARBOUR COMMITTEE

Author: Kim Mushynsky

Date: November 26, 2013

At the November 25, 2013 meeting of the Small Craft Harbour Committee a motion was duly passed requesting that Council authorize staff to:

1. Analyze our existing moorage rates in comparison with other BC Small Craft Harbour authorities in an attempt to determine if our rates are reasonable
2. Analyze our electrical rates and adjust them accordingly
3. Investigate the cost of installing outlets at the base of the ramp
4. Investigate the costs of supplying upgraded electrical services for larger boats with a built in method of cost recovery
5. Investigate the cost of metering either all boats or only the larger boats and charging them based on actual consumption
6. Upgrade the existing Live Aboard policy to take into consideration recommendations from the SCH Committee
7. Rewrite Bylaw #375, 2009 in light of information gathered in points #1 & #2



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**ACTION ITEM FROM
CENTENNIAL COMMITTEE**

Date: November 27, 2013

Submitted by: Sharon Ferretti

At the November 26, 2013 meeting of the Centennial Committee a motion was duly passed requesting Council's approval to move forward with the following purchase:

Bottled Water with customized labelling for the 2014 Centennial Year

Company:	Ripple FX Water Inc.
Quantity:	5 pallets of 60 cases; 24 bottles per case
Costs:	\$4,395.15 plus shipping Equates to \$0.61 per 500 ml bottle before shipping
Start-up Charge:	\$784.00

ACTION ITEMS

<u>#</u>	<u>Date</u>	<u>Description</u>	<u>Lead</u>	<u>Follow up</u>
A16	15-10-2012	Bus Shelter	Cheer	Build shelter at corner of Dyson & Bayview
A21	15-07-2013	Drainage concern at far end between Park & Tingley	Gaspar	Develop a plan for addressing this issue
A24	06-08-2013	Build car port for ambulance	Administrator	Invitation sent to Province to open conversation around building a new station
A25	07-10-2013	Signage for Small Craft Harbour	Administrator	Craft wording and get a sign made up for SCH in regards to rules of the dock