



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

AGENDA
Regular Meeting of Council Monday April 23, 2012
COUNCIL CHAMBERS

1. ADOPT AGENDA.

2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS

3. MINUTES

M-1- April 2, 2012 Regular Council Meeting

4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS

BA 1 – Live Aboard Policy Discussion

BA 2 – Industrial Park Road Users Meeting

5. ORIGINAL CORRESPONDENCE

C1 – Community Hall Society – projector issue

C2 – Community Hall Society – Funding Application

C3 – Emergency Management Commissioner – 2012 Changes

C4 – Northern Health – Letter of Support for Mental Health Walk

C5 – MIEDS – March Report

C6 – CHN – All Islands Energy Committee

6. GOVERNMENT

G1 – Bylaw #391, 2012 Tax Rate Bylaw – 1st, 2nd & 3rd Reading

G2 – Bylaw #389, 2012 Financial Plan – Reconsider & Adopt

7. FINANCE

F1 – Cheque Listing to April 18, 2012

8. NEW BUSINESS

NB1 – Defibrillator for Fire Department

NB2 – HG Energy Committee Request for funding

9. REPORTS & DISCUSSIONS

10. ACTION ITEMS

11. QUESTIONS FROM THE PUBLIC & PRESS

12. ADJOURNMENT



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Minutes of the regular meeting of the Port Clements Council held Monday April 2, 2012 in the Council Chambers.

Present:

Mayor Cheer
Councillor Gaspar
Councillor Gould
Councillor Falconbridge

Clerk/Treasurer Kim Mushynsky

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

1. ADOPT AGENDA.

2012-088 - Moved by Councillor Gaspar, seconded by Councillor Falconbridge
THAT the agenda be adopted with the additions of D1 Betty Stewart Delegate & NB3 – Village and Sunset Park Cleanup.

CARRIED

2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS.

2012-089 – Moved by Councillor Gaspar, seconded by Councillor Falconbridge
THAT the Village of Port Clements appoint Betty Stewart as volunteer caretaker of St. Mark's Church and property and that she report to the Administrator.

CARRIED

3. MINUTES.

M-1-Regular meeting of Council March 19, 2012

2012-090 - Moved by Councillor Falconbridge, seconded by Councillor Gaspar

THAT the minutes of the Regular Council meeting of March 19, 2012 be adopted as presented.

CARRIED

4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS.

BA-1- Update to Council re: nuisance properties

2012-091 – Moved by Councillor Falconbridge, seconded by Councillor Gould

THAT the building located at #8 Tingley Street be declared a nuisance and the owner(executor) be ordered to demolish the building within 30 days of receipt of the order and that the Administrator be authorized to undertake such works if the owner(executor) defaults and the costs of such work to be collected as a debt or attached to the property as arrears taxes.

CARRIED

M-1

5. ORIGINAL CORRESPONDENCE.

C-1-Request for support from Eagle Transit

2012-092 – Moved by Councillor Gaspar, seconded by Councillor Falconbridge

THAT the Village write a letter of support for the Eagle Transit proposal.

CARRIED

6. GOVERNMENT.

G-1 – Bylaw 390 – To Deal with Control of Dogs in Port Clements

2012-093 – Moved by Councilor Falconbridge, seconded by Councilor Gaspar

THAT we Reconsider and Adopt Bylaw #390-2012 – To Deal with Control of Dogs in Port Clements

CARRIED

G-2 – Bylaw 389 – Financial Plan for Years 2012-2016

2012-094 – Moved by Councillor Gaspar, seconded by Councillor Gould

THAT we have 1st, 2nd & 3rd Reading of Bylaw #389-2012 – Financial Plan for Years 2012-2016

CARRIED

7. FINANCE.

F-1-Village Revenue and Expense to February 29, 2012

2012-095 – Moved by Councillor Gould, seconded by Councillor Gaspar

THAT we receive the report as presented.

CARRIED

F-2-Cheque listing to March 28, 2012

2012-096 - Moved by Councillor Gaspar, seconded by Councillor Falconbridge

THAT the cheque listing of March 28, 2012 be accepted.

CARRIED

8. NEW BUSINESS.

NB-1 – Report to Council re: Banking

2012-097 – Moved by Councillor Falconbridge, seconded by Councillor Gould

THAT we authorize the Administrator to move our banking from CIBC to NSCU.

CARRIED

NB-2 – Water Conservation Plan

2012-098 – Moved by Councillor Falconbridge, seconded by Councillor Gaspar

THAT we adopt the Village of Port Clements Water Conservation Plan 2012 as presented.

CARRIED

NB-3 – Village and Sunset Park Cleanup

2012-099 – Moved by Councillor Gaspar, seconded by Councillor Falconbridge

THAT we designate Sunday May 27, 2012 as the day for the Community & Sunset Park Cleanup date.

CARRIED

9. REPORTS & DISCUSSIONS.

Councillor Gould- No report

Mayor Cheer- Reg. District & Hospital Board mtgs, VIRL mtg.

Councillor Gaspar- Rec. Mtg, next Rec. Mtg. Apr. 19

Councillor Falconbridge- EPC Mtg. Apr. 19 in Firehall (July 19 & Oct 18 following mtgs), Seacan for Rangers arrived.

Clerk/Treasurer- SCH mtg. West CCAP application, FCM AGM in June re: Northern Allowance Resolution

10. QUESTIONS FROM THE PUBLIC & PRESS.

2012-100 - Moved by Councillor Gould, seconded by Councillor Gaspar
THAT under Section 90 (c) of the Community Charter we move to an in-camera meeting.
CARRIED

ADJOURNMENT.

2012-101 - Moved by Councillor Gould, seconded by Councillor Gaspar
THAT the meeting be adjourned at 10:05pm
CARRIED

Wally Cheer,
Mayor

Kim Mushynsky,
Clerk/Treasurer



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REPORT TO COUNCIL

Author: Kim Mushynsky

Date: April 17, 2012

Re: Live Aboard Issue – Small Craft Harbour

Background:

I am attaching a Report to Council completed by Heather Nelson-Smith on the back of this just to emphasize that this is not a new issue.

We need to first determine if having live-aboards at the Small Craft Harbour is a direction we want to permanently move in and then second, if the answer to the first question is yes, what will our pricing structure look like. Although water and garbage were addressed in the May 29, 2010 report to Council there are additional considerations such as sewage, hydro and an equivalent to taxes charge. Finally there is a growing concern of a rodent problem due to garbage in the area.

- 1st Concern – do we want permanent live-aboard status allowed at the SCH. Things to consider include whether or not there is enough room, what over-crowding at the dock will mean for crew boats which currently utilize the dock providing an economic driver for the community, what our long term aspirations for this area are and do live-aboards fit within that plan. Under our long term plans for this area we will need to consider whether we want to allow live-aboard year-round or perhaps seasonally as a tourist attraction only.
- 2nd Concern – fee schedule if we choose to have a live-aboard policy. A live-aboard is no different than a home. Therefore the pricing structure we develop should take into consideration that home owners in Port Clements pay property taxes, sewer, water, garbage, hydro and the Live-aboard policy should ensure that people living at the dock pay the full fee for use of the dock so that they are not being subsidized by other Port Clements residence while living there. Every tax payer in Port Clements indirectly pays for the upkeep on the Small Craft Harbour.

At the February 20, 2012 Regular Meeting a motion was made by Councillor Thomas and seconded by Councillor Falconbridge that after the budget process was completed we facilitate a meeting between Industrial Road Users and the Council to discuss road repairs. As the Budget process, with the Reconsider & Adoption of Bylaw #389, 2012 done at this meeting, will now be complete for 2012 a decision should now be made on how to move forward with the Industrial Park Road issue.

**Port Clements Community Hall Society
PO Box 293
Port Clements, BC V0T 1R0**

Port Clements Village Council,
Port Clements, B.C. V0T 1R0

March 28, 2012

Dear Mayor and Council:

I am writing on behalf of the Port Clements Hall Society regarding the projection screen that was removed from the hall.

To recap the background behind this:

Approximately 12 years ago the Port Clements Lions Club raised the money to purchase a new screen for the community hall by undertaking fundraisers like community dances as well as raffles, etc. All in all it was a very dedicated effort by the Lions volunteers. Ms. Jean Traplin was the president of the Lions during this time and she can certainly attest to this along with other members who still remain in the community.

When the Village decided to build the new complex building the screen was removed from the hall and put in the seniors' room, despite the fact that the Port Clements Community Hall Society had assumed responsibilities of the Hall upkeep. Requests to have the screen returned to the hall have been made to previous Councils and their staff without success.

A smaller screen was purchased by our Society in an effort to maintain some means of projection at the hall, and would be very adequate in serving a space the size of the seniors' room. This screen would be made available to the Village as a replacement, should it be desired.

On behalf of the Port Clements Community Hall Society, I respectfully request that the screen be returned to the Community Hall.

Thank you in advance,

VIA EMAIL

Brock Storry
Chairman,
Port Clements Community Hall Society

Sharon Ferretti

From: "Brock Storry" <magpie@haidagwaii.net>
Date: April-10-12 2:05 PM
To: <office@portclements.ca>
Subject: Community Hall Heating Project
Dear Mayor and Council, Kim Mushynsky;

I would like the opportunity to have a discussion with you regarding the proposed heating/insulation project that the Port Clements Community Hall Society would like to undertake.

It is our intention to replace the existing furnaces in the Hall, which have become dangerously non usable due to their age with a new, more efficient oil furnace, and to augment the oil heat with two heat pumps to maintain a constant temperature in the Hall during the colder months. In addition, we plan to upgrade the insulation R-Factor of the Hall.

While we have begun to raise funds through our events, it is apparent that more money will be required complete the projects.

I recently had a discussion with Bill Beamish, Administrator for the Village of Queen Charlotte, about their Community Hall heating upgrade. That Hall is currently being run in the same fashion as ours in Port, whereas the Village maintains ownership, but a Society maintains the Hall. Because the Village owns the Hall they were able to apply for some funding through NDI on behalf of the operating group. See the following Link:
<http://northerndevelopment.bc.ca/community-funding/community-halls-and-recreation-facilities>

The final date of applications for this round of funding is May 11, 2012. We have begun to collect quotes for the projects, and plan to hire local people to do the work.

It would be beneficial to us to be able to access some of this funding, with a little help from Council.

Please advise when I might be able to have a meeting with you in this regard.

Sincerely,

Brock Storry,
Chairman,
Port Clements Community Hall Society
work: 250 557 4282

C-2

Kim Mushynsky

From: Miller, Sandy JAG:EX <Sandy.Miller@gov.bc.ca>
Sent: April 13, 2012 4:30 PM
Cc: Hurst, Maurie JAG:EX
Subject: EXECUTIVE MEMO: Economic Action Plan 2012 - Program impacts to Emergency Management initiatives at Public Safety Canada

Importance: High

Please see the information below from Rebecca Denlinger, Fire and Emergency Management Commissioner, Emergency Management BC.

Sandy Miller

Regional Office Administrator, Northwest

EMERGENCY MANAGEMENT BRITISH COLUMBIA

1B - 3215 Eby Street
Terrace BC V8G 2X8 CANADA

www.pep.bc.ca

Ph 250.615.4800 Fax 250.615.4817
24 Hour Emergency Reporting 1.800.663.3456



Emergency
Management BC

Sent: Friday, April 13, 2012 16:09 PM
Subject: EXECUTIVE MEMO: Economic Action Plan 2012 - Program impacts to Emergency Management initiatives at Public Safety Canada
Importance: High

*Sent on behalf of
Rebecca F. Denlinger
Assistant Deputy Minister and Fire and Emergency Management Commissioner*

Attached below is important information regarding the federal Economic Action Plan 2012 and the ensuing program impacts to emergency management initiatives at Public Safety Canada. Please immediately distribute the message to our stakeholders.

Please contact your Executive Director if you have questions.

Rebecca F. Denlinger
Assistant Deputy Minister
Fire and Emergency Management Commissioner
Emergency Management BC

Sent on behalf of Gina Wilson, Assistant Deputy Minister – Emergency Management and Regional Operations

03

In line with Economic Action Plan 2012 announced on March 29, 2012, we would like to provide you with some details regarding two Emergency Management (EM) initiatives within Public Safety Canada (PS). We have carefully and critically examined our emergency management activities and identified deficit reduction measures that streamline government operations, provide value for taxpayers, while ensuring that the safety of Canadians is paramount.

First, with regards to the Canadian Emergency Management College (the College), much has changed in Canada since the College started providing emergency management to practitioners. Today, EM related training is widely available through provincial, territorial, and some municipal governments as well as Community Colleges, Universities, and private sector organizations.

In the fall of 2010, we sought to define a unique and necessary federal role in EM training and examine alternative means of program delivery as part of the College renewal efforts. Factors such as an aging infrastructure and the lack of operating self-sufficiency rendered the possibility of further substantial investments to the College, unsustainable. Going forward, emergency management training will be provided in the most effective and cost-efficient manner. The Federal learning facility and others across the country will no longer provide course delivery, effective immediately.

Let me assure you that alternate ways of delivering College programming are being examined. The College will broaden its partnership base to further support and strengthen EM training initiatives undertaken by provincial/territorial partners, academia, and EM practitioners. A key development towards this new way of delivering EM training is through a three year Memorandum of Understanding (MOU) that the College has recently signed with the Canada School of Public Service (CSPS). Under the MOU, the College will provide policy and programming guidance and the CSPS will develop, deliver and evaluate EM training on a cost recovery basis thus, ensuring sustainable programming that meets community needs. This arrangement will provide access to training expertise, e-learning infrastructure, and regional delivery capacity. As a result, Public Safety Canada expects that its emergency management courses will reach an even wider audience and enhance stakeholder engagement activities.

The second EM program that will be affected is the Joint Emergency Preparedness Program (JEPP). The original objectives of this program, namely, to enhance local emergency preparedness and response capacity, have been met.

Federal contributions for emergency preparedness projects under JEPP will end in 2013 as will federal funding provided under JEPP for Urban Search and Rescue and for Critical Infrastructure initiatives. While funding continues to be in place for projects submitted for consideration in 2012-13.

These changes are expected to result in a leaner, more efficient and effective federal government engaged in the delivery of its core business areas, which these two programs are outside of. Public Safety Canada remains committed to ensuring a safe and resilient Canada and to the security of Canadians and their communities. We hope we can count on your continued support to work together on the extensive number of EM initiatives that continue to be part of Public Safety's EM priorities.

If you have any questions about the Canadian Emergency Management College, please contact Gary Donovan, Director General, National Emergency Preparedness Directorate at (613) 949-5000 or by email at Gary.Donovan@ps-sp.gc.ca and, for Joint Emergency Preparedness Program inquiries, please contact Dave Neville, Senior Director, Disaster Financial Assistance Programs at (613) 990-3110 or by email at Dave.Neville@ps-sp.gc.ca.

Sincerely,

Gina Wilson
Assistant Deputy Minister
Emergency Management and Regional Operations

Kim Mushynsky

From: Schnubb, Georgina <Georgina.Schnubb@northernhealth.ca>
Sent: April 17, 2012 10:44 AM
To: 'clerk@portclements.ca'
Subject: FW: Walk4Sven Fundraiser

Good Morning Kim,

On May 6th, we are planning on holding a walk-a-thon for Mental Health between Port Clements and Masset. We would all meet in Pure Lake for a BBQ.

Would you be able to give us a letter of support for the Minister of Transportation?

I've started the application process but they will require letters from both towns and from the RCMP.

Thank you for your help.

Gina

Georgina Schnubb

Admin Assistant

Northern Haida Gwaii

Masset Medical Centre

2520 Harrison Ave, Box 619

Masset, BC, V0T 1M0

Tel: 250-626-4731

Fax: 250-626-4709

www.northernhealth.ca

the northern way of caring

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March 31, 2012

**Monthly Economic Development Report
Prepared for the Board of Directors
By: Heather Hornoi, Economic Development Officer**

The following report is submitted to the MIEDS Board of Directors as a knowledge sharing document that provides information on the business of MIEDS for the period of March 1, 2012 to March 31, 2012. This document will provide the Board with information that representatives can share with their respective Councils.

Labour Market Partnership – Project Manager, Irene Mills has been working feverishly to identify potential funding opportunities for the LMP project to continue through to implementation. Although the larger funding pots seem to be unavailable currently, there are a couple of pending applications which the group hopes to hear further about in the late spring, early summer. Coast Opportunity Funds has graciously come to the table with funding to allow Ms. Mills to continue managing the LMP.

MIEDS is participating in the project on behalf of the communities and has donated Basecamp space for the coordination of the LMP. This is considered an in-kind contribution for all funding applications. With bridge funding in place, Ms. Mills will coordinate the efforts of the stakeholders to begin implementing the Human Resource strategy. MIEDS will continue participating at this table to support the training needs of islanders.

Forest License to Cut – The Forest License to Cut has been signed. This means the communities now hold a FLTC for 50,000m³. MIEDS is working with the Ministry, BCTS and Taan to apply for inclusion on the current FSP. Additionally, MIEDS is working with BCTS to get a portion of this volume up for Bid.

Community Forest Agreement – Samantha Charlton, a Masters student in Resource and Environmental Management at SFU, will be completing a practicum with MIEDS beginning in mid April. Ms. Charlton will be researching community forests agreements that currently exist, compare them to the opportunity being presented to Haida Gwaii and will be putting together potential options for moving forward with a partnership. The final document will be a proposal that can be submitted to BCTS and MoF on the communities' behalf.

Power & Cruise Sector Development –A group of BC Coastal communities have come together to develop a new tourism sector called the BC Power and Sail Cruise Sector. The development of this sector will be the creation of a steering committee to create a marketing plan that allows visitors under control of their own vessel to travel from one marina to another touring the coasts of BC. The steering committee met in Vancouver March 7th, 2012. MIEDS presented an overview of the Power and Sail sector for the North Region.



At the meeting it was MIEDS opinion that industry stakeholders have an opportunity to participate in the development of the marketing strategy being developed for this new provincially supported sector. The government panel agreed and is now hosting regional planning sessions over the next few weeks. The meeting for the north region is being planned for early May in Prince Rupert. However, MIEDS is trying to facilitate a video conference link which would allow Haida Gwaii participants to engage without having to travel to Prince Rupert. MIEDS has provided the government organizers with a list of stakeholders we believe should be contacted. However, if there is anyone that is interested in participating who has a stake in the industry, you are encouraged to contact MIEDS by April 27, 2012

Strategic Plan Proposal – MIEDS 3 Year Strategic Plan is designed to work with communities and stakeholders to determine the direction that MIEDS will take to address the economic development needs of the islands for the next three years. This project will be facilitated by Heather Horno as the Economic Development Officer of MIEDS and will be supported by the University of Victoria as Ms. Horno submits the document as her Masters project. The project plan has been approved by the University and Ms. Horno has received ethics approval to proceed. The process will begin in late April or early May.

Job Fest – JobFest is a rock concert themed mobile event hosted by the Province of BC that will travel to 50 communities throughout Northern and Southern B.C. from spring to fall 2012. The tour will get youth and young adults excited about their futures and teach them about career tools and resources. JobFest will host an interactive and engaging event experience where visitors will be invited into the experience to engage with event presenters, the career tools and other interactive games. They'll also enjoy a variety of on-stage entertainment and receive JobFest giveaways. Throughout the day local speakers will share stories and provide inspiration. In addition, both headline and local talent unique to each community will be invited to provide onstage entertainment.

The event will be held on April 28, 2012 at the George Brown centre parking lot. The JobFest website is www.jobfest2012.ca please encourage any local talent to apply online to perform at our event.

Haida Gwaii Visitor Map and Community Maps – Our graphic designer, Jen Bailey referred to the final month of the mapping project, March Mapping Madness for understandable reasons!

While in the midst of planning for a permanent move to Haida Gwaii, Jenn worked 'night and day' to redesign our visitor map and create 'walking tour' maps of each of the Haida Gwaii communities. The mapping information was compiled by local researchers from each community. The 'walking tours' include a totem pole tour in Old Massett, a nature tour in Masset, an historical tour of Port Clements, beach and parkland tours in Tlell and Tow Hill, a cultural tour of Skidegate and waterfront tours in Queen Charlotte and Sandspit. The electronic community maps (formatted to print as 2 - 8"x11" pages) are located at <http://www.gohaidagwaii.ca/getting-here-around/maps/> Jen has also provided us with an updated visitor map for Haida Gwaii (beautiful!). On the back of the map you will find local listings for accommodation, land and water charter tours, restaurants and many other services. Electronic access to the visitor map can be found at <http://www.gohaidagwaii.ca/getting-here-around/maps/>



Haida Gwaii Business Directory Update – In 2009, Haida Gwaii Community Futures, Hecate Strait Employment Society and MIEDS partnered on the development of a Business Directory for Haida Gwaii. The directory documents local business contact information (ph/fax/email/website), type of industry, which sector of the industry the business operates within, numbers of employees (FT/PT) and training requirements for the positions.

This 2009 data was recently very useful in providing the Labour Market Partnership project with an employment profile for Haida Gwaii. We have again partnered with Hecate Strait Employment Society to update the employment and training data for our directory.

Participating businesses can have their contact data posted at no charge on a database located on the MIEDS website (pending project completion).

The follow up on the 2009 directory will provide us with self employment data as well as the number of business closures over the past 2 years.

Haida Gwaii Art Route 2012 – The Art Route Brochure has proven to be an increasingly popular publication and means to promote local artisans. The brochure has once again been printed and will soon be available on islands. An electronic copy is available on the GoHaidaGwaii and MIEDS websites. In addition, MIEDS has begun featuring a weekly Art Route 2012 artist on Facebook. This weekly feature has become popular, with Facebook and Twitter followers providing support and sharing the feature with their own followers.

Social Media – MIEDS continues to promote Haida Gwaii as a vacation destination through its social media efforts. We have focused on developing a following through Twitter (hgtourism), Facebook (Haida Gwaii Tourism), weekly blogs (Haida Gwaii Tourism Blogspot) and the GoHaidaGwaii website. In addition to the Haida Gwaii Art Route 2012 'Featured Artist of the Week', MIEDS' social media promotion has included promotion of the weekly blogspot posts, a Skidegate Haida Language 'Word of the Week', Interactive Feedback Questions as well as articles, photographs and videos promoting Haida Gwaii including activities, events and services.

Statistics for the month of March 2012 demonstrate increased visits to each of the promoting sites from the previous month. A 45% increase was documented for the number of visits to the website (3,864 visits in March), a 55% increase in visits to the weekly blogspot (447 visits in March), a 25% increase in Twitter 'Followers' (618 in March) and likewise those who follow us on Facebook. In addition, those who follow us on Facebook have created potential exposure to our site for an additional 75,000 people. In summary, the social media sites have developed a strong following since December 2011 (150% increase in visits to the GoHaidaGwaii website, 480% in blogspot followers, 75% more followers on Facebook and a 95% increase in Twitter Followers).



Council of the Haida Nation

Village of Masset
Old Massett Village Council
Village of Port Clements
Skidegate Band Council
Village of Queen Charlotte
SQCRD Area 'D'
SQCRD Area 'E'

Re: Haida Gwaii Clean Energy Committee

April 3, 2012

Dear Communities:

We remind all Communities of the opportunity to participate in the All Island Energy Committee.

The Committee will be involved in the planning and design of a clean and sustainable energy future for Haida Gwaii. This will include participation in meeting challenges in providing clean energy for the immediate electricity needs. The Committee will be involved with the examination of power generation from renewable resources such as wind, solar, tidal, hydrogen, biomass, run of the river and geothermal technologies. The committee will agree on the criteria and the process that will be used for selecting the appropriate project(s) to negotiate with BC Hydro. The business aspects such as costs of production and contractual obligations will remain with BC Hydro.

Further work will include efficiencies in hearing and transportation and other energy issues as determined.

Anticipated participants please advise Adeana Young of your appointed members via: email adeana.young@haidanation.ca or number as indicated below.

Sincerely,

A handwritten signature in cursive script that reads "John Yeltatzie".

John Yeltatzie, Chair
CHN Energy Committee

Box 589 Massett, Haida Gwaii, BC V0T 1M0 • Phone (250) 626-5252 • Fax (250) 626-3403
Toll Free Massett • 1-888-638-7778

Box 98 Queen Charlotte City, Haida Gwaii, BC • Phone (250)559-4468 • Fax (250)559-8951
Toll Free Queen Charlotte City 1-877-559-4468

C-16

G-1



VILLAGE OF PORT CLEMENTS

BYLAW NO. 391, 2012

Being a bylaw for the levying of rates for Municipal, Hospital and Regional District purposes for the year 2012.

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 2012:
 - 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 Hospital purposes on the assessed value of land and improvements taxable for Hospital purposes, rates appearing in Column "C" of the Schedule attached hereto and forming a part hereof.
 - d) 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 "D" of the Schedule attached hereto and forming a part hereof.
 - e) For North West Regional Hospital District purposes on the assessed value of land and improvements taxable for Hospital purposes, rates appearing in Column "E" 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. 391, 2012"

READ A FIRST TIME THIS 23RD DAY OF APRIL, 2012
 READ A SECOND TIME THIS 23RD DAY OF APRIL, 2012
 READ A THIRD TIME THIS 23RD DAY OF APRIL, 2012

RECONSIDERED AND FINALLY ADOPTED THIS DAY OF , 2012

Wally Cheer – MAYOR

Kim Mushynsky – CLERK/TREASURER

CERTIFIED TO BE A TRUE COPY OF VILLAGE OF PORT CLEMENTS TAX RATE BYLAW #391, 2012.

**VILLAGE OF PORT CLEMENTS
SCHEDULE FOR TAX RATE BYLAW NO. 391, 2012**

Rates per \$1000 of taxable assessed value

	“A” General Municipal	“B” VIRL	“C” SQCRD Hospital	“D” SQCRD	“E” NW Reg. Hospital
Class:					
1. Residential	4.3375	0.43451	0.0658	1.0973	0.70637
2. Utilities	8.675	0.86902	0.2303	2.1946	2.472295
5. Light Industrial	8.675	0.86902	0.22372	2.1946	2.401658
6. Business	8.675	0.86902	0.16121	2.1946	1.730607
7. Managed Forest	8.675	0.86902	0.1974	2.1946	2.11911
8. Rec/Non Profit	4.3375	0.43451	0.0658	1.0973	0.70637
9. Farm	4.3375	0.43451	0.0658	1.0973	0.70637

G-2



VILLAGE OF PORT CLEMENTS

BYLAW NO.389, 2012

**A Bylaw of the Village of Port Clements
Respecting the Financial Plan for the Years 2012-2016**

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 2012 through 2016, ending December 31, 2016.
2. This bylaw may be cited for all purposes as the "Financial Plan Bylaw No. 389, 2012".

READ A FIRST TIME THIS 2nd DAY OF APRIL, 2012

READ A SECOND TIME THIS 2nd DAY OF APRIL, 2012

READ A THIRD TIME THIS 2nd DAY OF APRIL, 2012

RECONSIDERED AND FINALLY ADOPTED THIS DAY OF , 2012

WALLY CHEER
MAYOR

KIM MUSHYNSKY
CLERK/TREASURER

CERTIFIED A TRUE COPY OF VILLAGE OF
PORT CLEMENTS FINANCIAL PLAN, BYLAW NO. 389, 2012

G-2

Schedule "A"**General Fund**

	2012	2013	2014	2015	2016
	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
Property Tax	124865	124865	124865	124865	124865
Payments in Lieu	6875	7000	7600	7600	7600
Sales of Services	11250	12100	12700	13300	14000
Revenue from own Sources	57530	59480	61080	62930	65530
Unconditional Transfers	387000	387000	375000	375000	375000
Conditional Transfers	121675	47675	47675	47675	47725
Multi-purpose Building Revenue	13600	13600	13700	13800	13900
Transfer from Reserves	26100	0	3680	0	0
Collections for Other Agencies	<u>206610</u>	<u>206610</u>	<u>206610</u>	<u>206610</u>	<u>206610</u>
Total Revenues	955505	858330	852910	851780	855230
Legislative Expenses	36650	33350	29950	30000	30050
General Administration	178400	174400	190560	181500	188350
Fire Department	38450	34050	32350	32900	33700
Emergency Services	750	750	750	750	750
Common Services	15050	14400	12500	12600	12700
Wharf Services	9600	6600	6100	6100	6100
Small Craft Harbour	10850	11350	11350	11350	11350
Roads	68150	57100	55550	56500	57850
Environment Health	1600	1670	1740	1810	1880
Environmental Development	3500	4100	4200	4300	4400
Parks and Recreation	41050	37000	35750	33185	33250
Fiscal Services	1500	1500	1500	1500	1500
Contribution to Reserves	0	20965	0	7775	1040
Capital Expenses	139000	45000	45000	45000	45000
Multi-purpose building expenses	49450	50000	50000	50900	51700
Amortized asset contribution	154895	159485	169000	169000	169000
Taxes levied for other Agencies	<u>206610</u>	<u>206610</u>	<u>206610</u>	<u>206610</u>	<u>206610</u>
Total Expenses	955505	858330	852910	851780	855230
Surplus/(Deficit)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Schedule "A" (Page 2 of 3)

	2012 <u>Budget</u>	2013 <u>Budget</u>	2014 <u>Budget</u>	2015 <u>Budget</u>	2016 <u>Budget</u>
Water Fund					
Fees & Taxation	100600	102100	103100	104150	105200
Grants & Transfers	<u>1005900</u>	<u>61500</u>	<u>62850</u>	<u>64150</u>	<u>65200</u>
Total Revenues	<u>1106500</u>	<u>163600</u>	<u>165950</u>	<u>168300</u>	<u>170400</u>
Operating Expenses	127350	128200	130550	132900	135000
Capital Expenses	943750	0	0	0	0
Contribution to Amortization	<u>35400</u>	<u>35400</u>	<u>35400</u>	<u>35400</u>	<u>35400</u>
Total Expenses	<u>1106500</u>	<u>163600</u>	<u>165950</u>	<u>168300</u>	<u>170400</u>
Surplus/(Deficit)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

	2012 <u>Budget</u>	2013 <u>Budget</u>	2014 <u>Budget</u>	2015 <u>Budget</u>	2016 <u>Budget</u>
Sewer Fund					
Fees & Taxation	59536	60316	60816	61316	61816
Grants & Transfers	<u>3080</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Revenues	<u>62616</u>	<u>60316</u>	<u>60816</u>	<u>61316</u>	<u>61816</u>
Operating Expenses	47580	45280	45780	46280	46780
Capital Expenses	0	0	0	0	0
Contribution to Amortization	<u>15036</u>	<u>15036</u>	<u>15036</u>	<u>15036</u>	<u>15036</u>
Total Expenses	<u>62616</u>	<u>60316</u>	<u>60816</u>	<u>61316</u>	<u>61816</u>
Surplus/(Deficit)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Capital Projects

	<u>2012</u> <u>Budget</u>	<u>2013</u> <u>Budget</u>	<u>2014</u> <u>Budget</u>	<u>2015</u> <u>Budget</u>	<u>2016</u> <u>Budget</u>
General					
Trail Extension	94000	0	0	0	0
Water					
New Well	0	100000	0	0	0
Sewer					
Sewage Upgrade	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Capital Projects	<u>94000</u>	<u>100000</u>	<u>0</u>	<u>0</u>	<u>0</u>

**Village of Port Clements
2012-2016 Financial Plan
Statement of Objectives
of Bylaw No. 389, 2012**

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 2012. Government grants form the greatest proportion of revenue. The government grants that are included in this total include the following: \$387,000 for the small community Grant, grants for the water treatment upgrade and the community works fund.

Other Sources of funding make up the second highest amount, coming from other grants for works in the community like Gwaii Trust

The third highest source of revenue is Taxation.

Objective

- For the 2012 – 2016 years to incorporate a 0% tax increase annually with a 2% user fee 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.

Policies

- The Village is re-writing the Official Community Plan including Climate Action and Water Conservation Policies. This process should be completed by June 2013.

Table 1: Sources of Revenue

Revenue Source	% of Total Revenue	Dollar Value
Property taxes	12%	214,056.00
User Fees and charges	9%	160,200.00
Other sources	18%	311,750.00
Proceeds from borrowing	0%	0.00
Government grants	61%	1,084,000.00
Total	100%	\$1,770,006.00

Distribution of Property Tax Rates

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

Property Class	% of Total Property Taxation	Dollar Value
Residential (1)	64%	80067.00
Utilities (2)	.5%	344.00
Major Industrial (4)	0	0.00
Light Industrial (5)	16%	19978.00
Business and Other (6)	18%	22952.00
Managed Forest (7)	1%	1190.00
Recreation/Non-profit (8)	.5%	335.00
Farmland (9)	0	0.00
Total	100%	124865.00

Permissive Tax Exemptions

- The Village does not issue permissive tax exemptions

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VILLAGE OF PORT CLEMENTS

Cheque Listing For Council With GL Numbers

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2012-Apr-18
11:10:00 AM

Cheque	Date	Name	Expense GL Number	Invoice	Description	Invoice Amount	Cheque Amount
20120860	2012-03-29	VILLAGE OF PORT CLEMENTS	10-4-12-90-00	Mar 30 201	PAYMENT CASH BATCH #4215	557.36	557.36
20120868	2012-03-31	Canadian Western Mechanical	30-2-41-10-20	Progress #4	PAYMENT FINAL PROGRESS PAYMENT	189,821.14	199,156.61
20120869	2012-03-31	CIBC VISA	10-2-11-10-20	March Stmt	PAYMENT MARCH VISA PURCHASES	250.00	1,161.34
			10-2-12-10-50	March Stmt	MARCH VISA PURCHASES	18.81	
			10-2-12-11-30	March Stmt	MARCH VISA PURCHASES	106.75	
			10-2-12-11-30	March Stmt	MARCH VISA PURCHASES	228.18	
			10-2-24-80-10	March Stmt	MARCH VISA PURCHASES	166.89	
			10-2-31-00-00	March Stmt	MARCH VISA PURCHASES	50.00	
			10-2-31-90-00	March Stmt	MARCH VISA PURCHASES	6.40	
			10-2-31-90-00	March Stmt	MARCH VISA PURCHASES	131.02	
			10-2-32-31-00	March Stmt	MARCH VISA PURCHASES	163.12	
20120870	2012-03-31	MINISTER OF FINANCE	10-2-31-00-10	Thwaites	PAYMENT MSP TO JUNE 30 FOR C. THWAITES	260.00	260.00
20120871	2012-03-31	RENCO	10-2-11-10-00	408603	PAYMENT FUEL FOR MARCH	198.63	451.91
			10-2-24-80-10	408603	FUEL FOR MARCH	232.09	
20120872	2012-03-31	WORKERS' COMPENSATION BOARD	10-2-11-10-30	1st Q 2012	PAYMENT 1ST QUARTER WCB PAYMENT	27.37	501.83
			10-2-12-10-10	1st Q 2012	1ST QUARTER WCB PAYMENT	246.74	
			10-2-24-90-00	1st Q 2012	1ST QUARTER WCB PAYMENT	6.76	
			10-2-71-21-20	1st Q 2012	1ST QUARTER WCB PAYMENT	24.60	
			30-2-41-30-20	1st Q 2012	1ST QUARTER WCB PAYMENT	117.81	
			40-2-42-90-20	1st Q 2012	1ST QUARTER WCB PAYMENT	78.55	
20120873	2012-04-04	OPUS DAYTONKNIGHT	30-2-41-10-20	7324	PAYMENT FINAL BILLING FOR WATERPLANT UPG	32,547.13	34,147.80

Total 236,236.85

Charles Hanley has a defibrillator which has never been used (Philips Heart Start priced at \$1199.00 plus shipping and taxes when purchased new online). He wishes to trade it to the Village of Port Clements for 3 Aluminum rails. The Village of Port Clements has 18 Aluminum rail pieces left over from a prior project and they sit on our inventory at a value of \$692 per section although according to a discussion with Public Works Superintendent their actual useful value to the Village is somewhat below this carrying price (let us go with \$500 per section for easy figuring).

Therefore we are looking at trading inventory at a value of approximately \$1500 for a defibrillator for our fire department at a value of approximately \$1400.

Sharon Ferretti

From: "Golden Spruce Motel" <info@goldenspruce.ca>
Date: April-16-12 12:07 AM
To: <office@portclements.ca>
Subject: Request from HG Energy committee
Hello Kim,

There is a request from the HG Energy Committee for \$ 120.00 to support a new web-based communication tool called "Basecamp" for the next 6 months. The money would also help to cover meeting expenses.

Could you please add this to the agenda tonight?

Thanks Urs

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