



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, January 7, 2013

AGENDA

1. ADOPT AGENDA.
  2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS.
  3. MINUTES.  
M-1-Regular meeting of Council Monday, December 17, 2012  
M-2-Port Rec Commission meeting Friday, October 26, 2012
  4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS.
  5. ORIGINAL CORRESPONDENCE.  
C-1-Kootenay Engineering Ltd. Inspection of 21 Yakoun Street  
C-2-Taan Forest LP TFL 60 Management Plan #1
  6. GOVERNMENT.  
G-1-FrontCounter BC Use of Water Section 8 of the Water Act
  7. FINANCE.  
F-1-Cheque Listing January 2, 2012  
F-2-CIBC November 2012 Bank Statement  
F-3-NSCU November 2012 Bank Statement
  8. NEW BUSINESS.
  9. ACTION ITEMS.  
A-1-See attached
  10. REPORTS & DISCUSSIONS.
  11. QUESTIONS FROM THE PUBLIC & PRESS.
- ADJOURNMENT.



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**Minutes of the regular meeting of the Port Clements Council held Monday December 17, 2012 in the Council Chambers.**

Present:

Mayor Cheer  
Councilor Gould  
Councilor Gaspar  
Councilor Falconbridge  
Councilor Thomas – arrived late

Clerk/Treasurer Kim Mushynsky

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

**1. ADOPT AGENDA.**

2012-358 - Moved by Councilor Gould, seconded by Councilor Falconbridge  
THAT the agenda be adopted with the following addition – T-1 Open Tenders for Wharf Work.  
**CARRIED**

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

T-1 Open Tenders for Wharf Work  
There was just one tender submitted by C and C Beachy for \$19,850.00

2012-359 – Moved by Councilor Falconbridge, seconded by Councilor Gaspar  
THAT we accept the tender for \$19,850.00 submitted by C. and C. Beachy for the wharf tender work.  
**CARRIED** 4 for 1 against

**3. MINUTES.**

M-1-September 6, 2012 Barge Sub-Committee Minutes  
2012-360 - Moved by Councilor Gaspar, seconded by Councilor Falconbridge  
THAT the minutes of the Barge Sub-Committee meeting of September 6, 2012 be adopted as presented.  
**CARRIED**

M-2 – December 3, 2012 Regular Council Minutes  
2012-361 – Moved by Councilor Falconbridge, seconded by Councilor Gaspar  
THAT the minutes of the December 3, 2012 Regular Council meeting be adopted as presented.  
**CARRIED**

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

**5. ORIGINAL CORRESPONDENCE.**

**6. GOVERNMENT.**

M-1

G-1 – Bylaw #397, 2012 Fire Inspection Bylaw

2012-362 – Moved by Councilor Falconbridge, seconded by Councilor Gaspar

THAT we reconsider & adopt Bylaw #397, 2012 Fire Inspection Bylaw

**CARRIED**

G-2 – Temporary Use Permits

2012-363 – Moved by Councilor Gould, seconded by Councilor Falconbridge

THAT we open this up for discussion.

**CARRIED**

G-3 – Deputy Mayor Schedule for 2013

2012-364 - Moved by Councilor Gaspar, seconded by Councilor Gould

THAT Councilor Gould and Councilor Thomas each hold the Deputy Mayor title for 2013 for six months.

**CARRIED**

\*Councilor's Gould & Thomas to communicate with Administrator on which is taking first six months and then this information is to be forwarded to the rest of Council.

G-4 – Meeting Schedule for 2013

2012-365 – Moved by Councilor Gould, seconded by Councilor Gaspar

THAT we open this up for discussion.

**CARRIED**

2012-366 – Moved by Councilor Gaspar, seconded by Councilor Gould

THAT we accept the 2013 meeting schedule as presented.

**CARRIED**

G-5 – Committee appointments for 2013

2012-367 – Moved by Councilor Gould, seconded by Councilor Falconbridge

THAT Councilor Gaspar act as Chair for the Tourism committee and Mayor Cheer be the Alternate.

**CARRIED**

2012-368 – Moved by Councilor Gould, seconded by Councilor Gaspar

THAT Mayor Cheer remain the Representative and that Councilor Falconbridge be the alternate for the Vancouver Island Regional Library for 2013.

**CARRIED**

All other committee members remained unchanged – committee appointments are as follows:

Tourism Committee – Chair Councilor Gaspar, Alternate Mayor Cheer

Emergency Committee – Chair Councilor Falconbridge, Alternate Councilor Gaspar

Rec Committee – Councilor Gaspar, Alternate Councilor Falconbridge

NDIT – Councilor Gould, Alternate Councilor Thomas

SQCRD (incl. NWRHD) – Councilor Gould, Alternate Mayor Cheer

MIEDS – Mayor Cheer – this organization does not recognize an alternate

Gwaii Tel – Mayor Cheer – current Constitution dictates Mayor only as representative

VIRL – Mayor Cheer, alternate Councilor Falconbridge

RCMP Liaison – Administrator

Community Futures – Councilor Thomas – this organization does not require an alternate

## **7. FINANCE.**

F-1 – Cheque listing to December 12, 2012

2012-369 – Moved by Councilor Falconbridge, seconded by Councilor Gaspar

THAT we accept the cheque listing as presented.

**CARRIED**

**8. NEW BUSINESS.**

NB-1 – Report to Council regarding Hearing Booth

2012-370 – Moved by Councilor Falconbridge, seconded by Councilor Gould

THAT we open this up for discussion

**CARRIED**

2012-371 – Moved by Councilor Falconbridge, seconded by Councilor Gould

THAT we approach the fire department to see if they are interested in permanently housing the hearing booth.

**CARRIED**

**9. ACTION ITEMS:**

See attached spreadsheet for Action items

**10. REPORTS AND DISCUSSIONS.**

Councilor Gould – SQCRD mtg, NDIT mtg

Councilor Thomas – Various Fisheries mtgs

Mayor Cheer – VIRL mtg, MIEDS

Councilor Falconbridge – No mtgs to report

Councilor Gaspar – No mtgs to report

Administrator – RFP process for barge, Tsunami Debris mtg, posted Admin Temp position.

**ADJOURNMENT.**

2012-372 - Moved by Councilor Falconbridge, seconded by Councilor Gaspar

THAT the meeting be adjourned at 9:10pm

**CARRIED**

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Wally Cheer,  
Mayor

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Kim Mushynsky,  
Clerk/Treasurer

## Port Rec Meeting

Oct 26/12

Present: Matt, Corrina, Marilyn, Wayne Nicol, Bev

New Business: Breakfast with Santa

Dec 15/12 9:30 Santa at 10:30

Marilyn will talk to Marie about being Santa. Bev will organize the food. Cooks Matt, Marilyn, Bev, we can scoop a couple more if needed. Make sure to have extra eggs, and milk. Cheri and Jesse have both offered to lend a hand if we need someone extra.

Corrina will talk to Colleen about using the playschool room and helping with some craft organization. We do have lots of supplies and coloring sheets in the cupboard. Corrina will work on getting the gift shopping organized, \$15.00 per child. Need a Santa gift, usually chocolates? Open to ideas.

Penny volunteered to face paint for us in the morning, her and Pam did it last year and the kids love it.

Bev will look in to the Christmas card and doing that again this year, will talk to Kim about advertising it in the newsletter. Maybe give the \$ to the SPCA this year for something different.

Movies: Seem to be working so will leave them for the moment. Everyone appreciates that QC Rec does all the leg work. Do we want to do a free movie for Christmas this year? We could get one from the stores of someones house or see if there is a new one to buy? Bev can ask Kelsey to look into that.

### Old Business:

Park Maintenance: Matt would like to see us on top of things earlier for Canada Days. Wally and Matt were away and saw a stage that they thought would be a great addition to the park. It was at 108 mile and we would like to try get a photo, maybe build something similar at the part for performances.

Will touch bases at the next movie, to wrap up any Christmas ideas.

Good news Marilyn has offered to do minutes so maybe we will now receive them in a timely manor 😊

Kootenay Engineering Ltd.  
Box 504  
Masset, B.C.  
V0T 1M0

December 18, 2012

Village of Port Clements  
Box 198  
Port Clements, B.C.  
V0T 1R0

Attention: Kim Mushynsky

Re: 21 Yakown St.  
Port Clements, B.C.

#### Background

B. O'Hara, P. Eng, inspected the property at 21 Yakown St. in Port Clements on December 18, 2012 at the request of the Village of Port Clements Clerk/Treasurer, Kim Mushynsky.

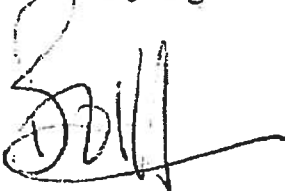
There had been a problem in a recent wind storm with sections of the roof breaking away and impacting the adjacent property.

The owner of the property at 21 Yakown St. has stated that he intends to replace the roof in the coming year. He has taken steps to secure the existing structure until that happens.

It is my considered opinion that the temporary measures taken by the owner of 21 Yakown St. to secure the building roof are adequate as a stop gap measure to a maximum of six months duration.

Sincerely,

Kootenay Engineering Ltd.

A handwritten signature in black ink, appearing to read 'B. O'Hara', written over a faint circular stamp or watermark.

Brian O'Hara, P Eng.



## Taan Forest LP TFL 60 Management Plan #1

### Intro

Taan Forest Limited Partnership (Taan) has prepared a draft Management Plan for Tree Farm Licence (TFL) 60 on Haida Gwaii. TFL 60 is located on Graham Island with smaller portions located on Louise Island and Moresby Island. The communities associated with the TFL include Sandspit, Queen Charlotte City, Port Clements, Tlell, Masset and Skidegate.

The Management Plan is required under the *Forest Act*, largely to complete a timber supply review and propose an allowable annual cut (AAC) for the tenure. However, as a result of the recent Haida Gwaii Management Council (HGMC) Timber Supply Review and determination of the AAC for Haida Gwaii, Taan has not completed a separate Timber Supply analysis. Instead, Taan will defer to the analysis and supporting inventories and data packages that have recently been completed by the HGMC. All related documents and reports are available on the Haida Gwaii Management Council website <http://www.haidagwaiimanagementcouncil.ca/>.

The AAC for TFL 60 was announced by the Chief Forester of the Ministry of Forests, Lands and Natural Resource Operations (MFLNRO) in September 2012 at 340,000m<sup>3</sup>.

TFL 60 Management Plan #1 is a technical document that contains a general description of the TFL, a brief history of the tenure (ownership changes and area changes), a list of related planning documents (e.g., Forest Stewardship Plan) and documentation associated with the recently announced AAC.

### Public Review & Comment

The review and comment period for the proposed TFL 60 Management Plan #1 is open to the Public and the Haida Nation communities from **December 20, 2012 to February 24, 2013**.

The TFL 60 Management Plan will be available for review at the following locations:

- Taan Forest website: [www.taanforest.com/](http://www.taanforest.com/) (under the Protecting Our Land page)
- Taan Forest Skidegate office (From 8:30 a.m. to noon and 1:00 p.m. to 4:30 p.m. weekdays, except holidays), located at: Unit 3-HWY 16 Commercial Centre, Skidegate, BC
- Ministry of Forests, Lands and Natural Resource Operations Office (From 9:00 a.m. to noon and 1:00 p.m. to 4:30 p.m. weekdays, except holidays), located at: 1229 Oceanview Drive, Queen Charlotte, BC

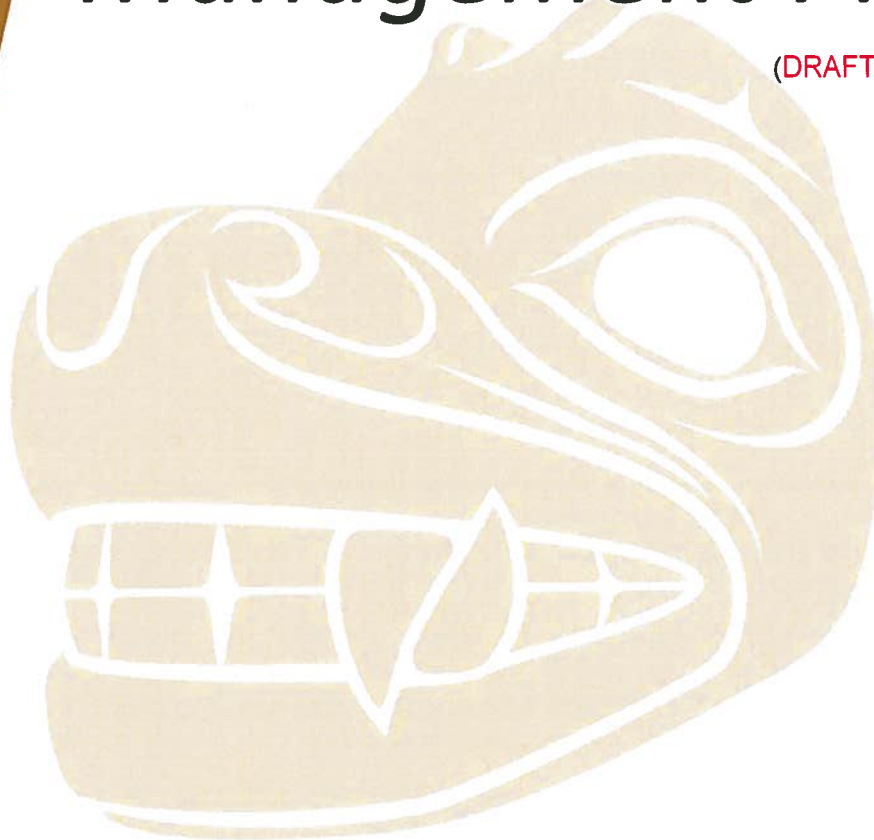
To ensure that your comments and/or concerns are given proper consideration, please submit them in writing on, or before, **February 24, 2013** to:

E-mail: [info@taanforest.com](mailto:info@taanforest.com); or

Taan Forest LP  
PO Box 1384  
Skidegate, BC  
V0T 1S1

*Tree Farm Licence 60  
Management Plan #1*

(DRAFT for review & comment)



*From the Land and Spirit of the Haida*





**Submitted by:**

Taan Forest LP  
4.7100 River Rd  
Richmond, BC  
V6X 1X5  
[www.taانforest.com](http://www.taانforest.com)

**Authorized Licensee Signature:**

**DRAFT**

---

W.R. (Bob) Brash, Chief Operating Officer  
Haida Enterprise Corporation (HaiCo)

---

Date (dd/mm/yy)

Preparing Forester:

**DRAFT**

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*"I certify that the work described herein fulfills the standards expected of a member of the Association of British Columbia Forest Professionals and that I did personally supervise the work."*

Jillene West, RPF  
Zimmfor Management Services Ltd.

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Date (dd/mm/yy)

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## Appendices

***Appendix 1: Haida Gwaii Management Council - Timber Supply Review Public Discussion Paper (October 2011)***

***Appendix 2: Haida Gwaii Management Council – Timber Supply Review Data Package (November 2011)***

***Appendix 3: Haida Gwaii Management Council – Timber Supply Review Analysis Report (January 2012)***

***Appendix 4: HGMC AAC Determination Rationale (April 2012)***

***Appendix 5: Chief Forester Allowable Annual Cut Allocation & Rationale (September 2012)***

***Appendix 6: Taan TFL Management Plan #1 Consultation Package (in progress)***

## **Introduction**

Taan Forest Limited Partnership (Taan) is a forest management company owned by the Haida Nation and is managed under the Haida Enterprise Corporation (HaiCo). Taan's management objectives and strategies support the implementation of HaiCo's [Strategic Plan](#) which is based on four overarching goals: to generate revenue, meaningful employment and career opportunities for Haida people; conduct responsible management practices; develop operational capacity and ensure well managed, profitable and integrated businesses; and to produce a thriving, sustainable community that enhances the lives of people on Haida Gwaii.

Consistent with HaiCo's Strategic Plan, Taan is committed to striving to create a successful forest economy on Haida Gwaii based on the management principles of the *Strategic Land Use Agreement* with the goal of maximizing the benefits from the forest resource for the Haida Nation and balance the interests of all communities. Specifically, manage for long term sustainability, increase the number of local logging and manufacturing jobs on Haida Gwaii, extract the best value possible from the areas harvested, and manage the business prudently and effectively.

### **Purpose & Scope**

This Management Plan (MP #1) is the first management plan prepared by Taan to support the recently acquired TFL 60 license and the requirements under the *Forest Act* and associated *Tree Farm Licence Management Plan Regulation*.

MP #1 applies to the rights to manage the land and harvest timber under the authority of the licence agreement.

### **Term**

The term of MP #1 commences on the date of the approval by the Chief Forester and remains effective until the plan is replaced by a new, approved, management plan or the licence to which the management plan applies expires, is cancelled, surrendered or otherwise ceases to exist.

### **Sustainable Forest Management Certification**

The licence area is managed under the Taan Corporate Management System (CMS) and is certified to the Forest Stewardship Council® (FSC®)<sup>1</sup> sustainable forest management standard for British Columbia.

In addition to the CMS, Taan maintains an FSC Management Plan that is designed to meet the certification requirements and establish clear linkages between existing plans, procedures and processes that all support the FSC requirements (such as the Land Use Order and Forest Stewardship Plan). This plan is available on the Taan Forest website: [www.taanforest.com](http://www.taanforest.com).

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<sup>1</sup> Trademark licence FSC®-C104355 and FSC®-C108282.

## Licence Area

The licence and management plan area covers the entire TFL 60 tenure area as described within the licence agreement and associated map, as amended from time to time. There are also several existing Timber Licenses located within, and managed as part of the TFL that Taan is in the process of eliminating and absolving into the TFL.

TFL 60 is located on Graham Island (the northernmost of the two major islands) with smaller portions located on Louise Island and Moresby Island. The communities associated with the TFL include Sandspit, Queen Charlotte City, Port Clements, Tlell, Masset and Skidegate.

An overview map is provided below:

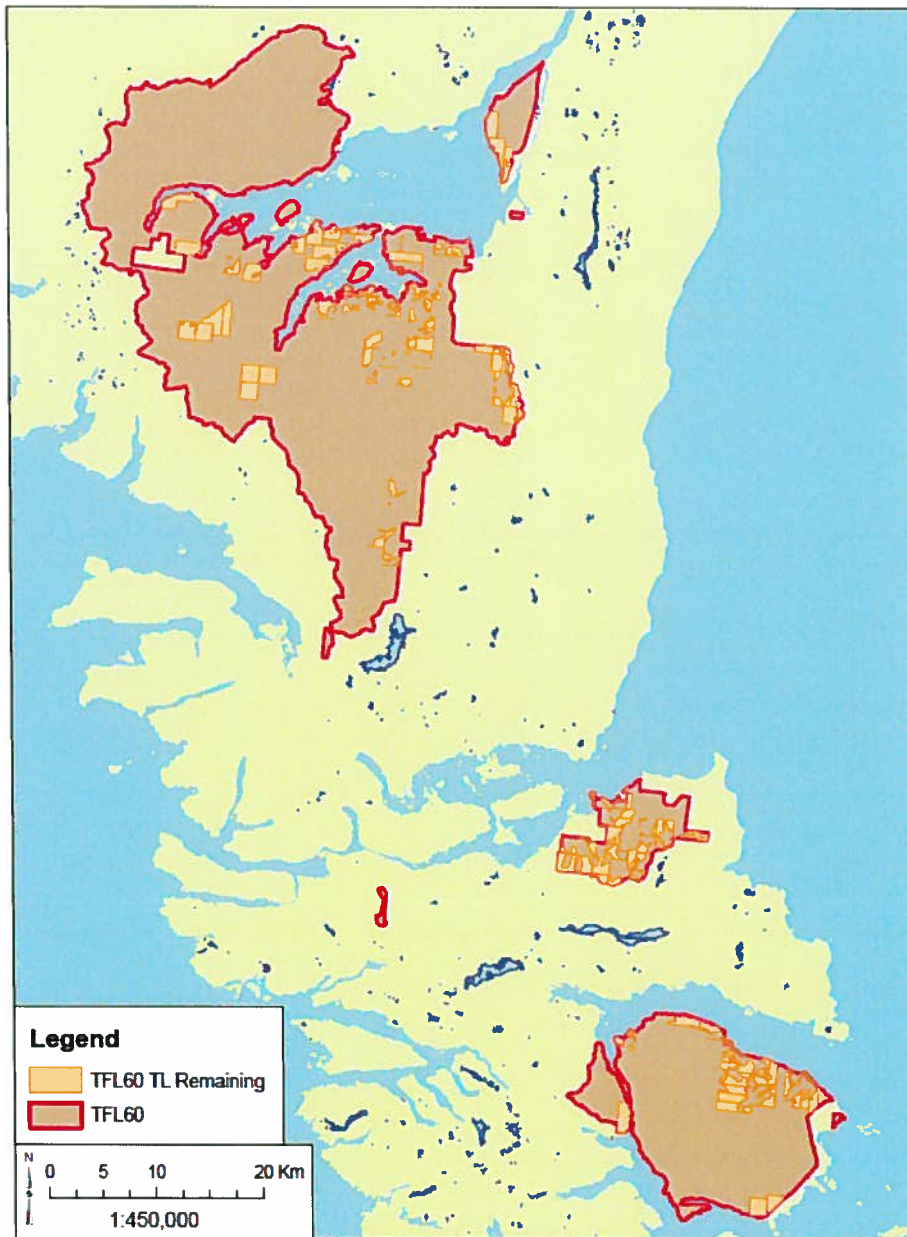


Figure 1: Map of TFL 60 and associated Timber Licenses

The current areas for the TFL and associated Taan Timber Licenses are as follows:

**Table 1: TFL 60 & Associated Timber License Areas**

Tenure	Total Area (Ha)	Timber Harvesting Land-base (ha)
Timber Licenses (TLs)	12,973	5,145
TFL 60	121,787	52,218
Total	134,760	57,363

### ***Tenure History***

The TFL has undergone numerous ownership changes in the last 50 years:

**Table 2: Ownership History**

Date	Description of Change
June 29, 2012	Taan Forest completed the purchase of TFL 60 from WFP.
January 15, 2010	WFP TFL 39 Block 6 (Haida Gwaii) is deleted from TFL 39 and becomes TFL 60
2006	Western Forest Products Inc. (WFP) acquired Cascadia Forest Products
2005	Weyerhaeuser B.C. Coastal Group (BCCG) becomes Cascadia Forest Products.
November 1, 1999	MacMillan Bloedel became part of Weyerhaeuser. The coastal operations were known as the Weyerhaeuser B.C. Coastal Group (BCCG)
1966	MacMillan Bloedel and Powell River Ltd. name change to MacMillan Bloedel Ltd.
Early 1960's	Powell River Company merged with MacMillan and Bloedel Ltd. to form MacMillan Bloedel and Powell River Ltd.
1961	TFL 39 acquired by the Powell River Company

Since the creation of TFL 60, the following changes have been made to the TFL boundaries:

**Table 3: Area Changes**

Date	Hectares (ha)	Description of Change
November 2012	-196	Taan adjusted tenure boundaries to align various differing versions of tenure boundaries, removed other licensee's Timber License areas, etc.
December 7, 2010	-62,703	TFL 60 Licence Agreement Amendment (Instrument #1) – deleting 27,379ha plus 35,324ha via Order #3(4)(b)7-1 (total 62,703) to remove area for conservancies and Bill 28 take back.



## Related Planning Documents

A summary of the publically available planning documents relevant to TFL 60:

'Planning' Document	Description
<a href="#">Haida Gwaii Land Use Objectives Order</a> (December 2010)	The Land Use Objectives Order establishes legal objectives for forest-based values to support implementation of ecosystem-based management. These objectives protect important Haida cultural values, support ecosystem integrity and provide environmental benefits by maintaining the diversity and abundance of organisms on Haida Gwaii.
<a href="#">Haida Gwaii Forest Stewardship Plan</a> (November 2011)	Joint Forest Stewardship Plan (FSP) that establishes results and strategies designed to implement the <i>Land Use Objectives Order</i> and the requirements under the <i>Forest and Range Practices Act</i> . It is an operational plan defined under the legislation and must be approved by the Ministry of Forests, Lands and Natural Resource Operations. The FSP is a group plan, covering most of the forest management tenures on Haida Gwaii.
<a href="#">Haida Gwaii Management Council - Timber Supply Review</a> -Public Discussion Paper (October 2011) -Data Package (November 2011) -Review Analysis Report (January 2012) -Haida Gwaii AAC Rationale (April 2012)	Under the authority of the Kunst'aa Guu – Kunst'aayah Reconciliation Protocol (2009 Protocol), Haida Gwaii Reconciliation Act, and in the Haida Stewardship Law, the Haida Gwaii Management Council (HGMC) was formed. The HGMC includes representatives of the Haida Nation and the provincial government. One of the responsibilities and authorities of the HGMC is to determine the AAC for Haida Gwaii (as a whole unit). The Chief Forester for B.C. then has the responsibility and authority to allocate the AAC to the different licences in Haida Gwaii.
Ministry of Forests, Lands and Natural Resource Operations (MFLNRO) – <a href="#">Chief Forester AAC Announcement</a> .	The Chief Forester AAC Determination for TFL 58, TFL 60 and Timber Supply Area 25 (based on the HGMC Timber Supply Review).
Taan Forest Corporate <a href="#">Sustainability Statement</a>	Corporate policy outlining the commitments to health, safety, environment and sustainable forest management.
Taan Forest <a href="#">FSC® Management Plan &amp; Annual Monitoring Report</a>	Management objectives and strategies that supplement existing legally required results and strategies under the Forest Stewardship Plan (consistent with the Land Use Order), and are required to meet third party sustainable forest management certification standards.

## Allowable Annual Cut

As a result of the recent Haida Gwaii Management Council (HGMC) Timber Supply Review and determination of the AAC for Haida Gwaii, Taan has not completed a separate Timber Supply analysis. Instead, Taan will defer to the analysis and supporting inventories and data packages that have recently been completed by the HGMC.

All related documents and reports are available on the [Haida Gwaii Management Council](#) web site and have been provided within the appendices of the MP for easy reference (Appendices 1-4).

In September 2012, The Ministry of Forests, Lands and Natural Resource Operations' Deputy Chief Forester announced the allowable annual cut for TFL 60 at 340,000m<sup>3</sup> of which the contribution of red and yellow cedar should not exceed on average, about 133 000m<sup>3</sup> (Appendix 5).

# Public Review Strategy

## Existing Processes

Recently, consultation was completed by the Haida Gwaii Management Council for the Haida Gwaii Timber Supply Review. A summary of the consultation efforts and results are included in the AAC Determination Rationale (April 2012), attached as Appendix 4 for easy reference.

In addition, under our certification commitments, Taan also completes regular public consultation of our FSC Management Plan, Annual Monitoring Report and High Conservation Value Forest Assessment with all stakeholders (e.g., industry, non-governmental groups, local government, trappers, mineral claim tenure holders, water license holders, etc.).

## TFL 60 Management Plan

The following public review strategy regarding TFL 60 Management Plan #1, as approved by the Regional Executive Director, West Coast Region (December 10, 2012), is as follows.

The draft MP #1 will be made available for public review for a period of 60 days through the following avenues:

- Notification emails and/ or letters to all relevant stakeholders and the Haida Nation (per Taan’s Stakeholder Contact list as well as the Haida Laas distribution email list) regarding a 60 day review and comment period and provision of access to a copy of the Management Plan;
- Placing of advertisements in the QCI Observer for a period of two consecutive weeks;
- Posting of the Management Plan to the company website with contact information; and
- A copy of plan will also be available for review and comment at the Taan office in Skidegate as well as the MFLNRO office in Queen Charlotte.

The advertisement will contain a brief introduction to Taan Forest and TFL 60, reference to the recently completed Timber Supply Review under the Haida Gwaii Management Council, the recently announced AAC for TFL 60, description of the review and comment period timeline and contact information for viewing and commenting on the plan (refer to Appendix 5 for a copy of the ad).

Following completion of the public review period, Taan will submit a final copy of the TFL Management Plan for approval by the Chief Forester.

## Summary of Comments Received:

Date	Respondent	Description of Comments Received
<i>To be completed following public review process</i>		

## Appendices

The following pages include all of the related supporting information to the Management Plan.

**Kim**

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**From:** FrontCounterBC@gov.bc.ca  
**Sent:** December-17-12 12:16 PM  
**To:** clerk@portclements.ca  
**Subject:** Province of BC Referral Request on an Approval for Short Term Non-Recurrent Use of Water Section 8 of the Water Act

Village of Port Clements  
Heather Nelson-Smith

Water Approval for Short Term Use (Section 8)  
Referral Number: 61606538 - 008  
Reference Number: Ministry of Environment / A1-1547  
Request Sent: December 17, 2012  
Response Due: January 16, 2013

You are invited to comment on the following Water Act application. A response is optional. If no response is received by the deadline, the application and adjudication process will move ahead.

Proponent: Ministry of Transportation c/o O'Brien Road & Bridge Maintenance Ltd.

Intended Water Use/background context: Section 8 - Short Term Use of Water

BCGS Mapsheet: Various (see list)

Legal Description: Various - MOTI Rights of Way

Location: Prince Rupert and Queen Charlotte Districts

Quantity: Max 98 m<sup>3</sup>/day

Schedule/Term Of Proposal: Bridge washing: May 1, 2013 to June 30, 2013, Construction and maintenance: May 1, 2013 to October 15, 2013.

Comments: Bridge Construction, Maintenance and Washing

Please [Click Here](#) to respond to this referral. You must be logged in using your BCeID account to view associated information. Note that forwarding or otherwise distributing this email will provide access to the associated information only if the receiver has a corresponding account.

For "how-to" instructions on how to respond to this request, please visit <http://www.frontcounterbc.gov.bc.ca/ereferrals.html> for instructional videos. To obtain a BCeID, please visit <https://www.bceid.ca/>

For technical assistance with e-Referrals, please contact FrontCounter BC at 1-877-855-3222.

For more information regarding this referral, please contact the "Email Coordinator" given within the referral.



Note that it can take an extended period of time to connect from the BCeID login to the e-Referrals website, this is normal. Avoid re-clicking the "Next" button or you could extend this connection time.

Please do not reply to this email.

Colleen Gellein

FrontCounterBC  
Natural Resources Technician

(250) 559-6210  
[colleen.gellein@gov.bc.ca](mailto:colleen.gellein@gov.bc.ca)

# VILLAGE OF PORT CLEMENTS

## Cheque Listing For Council

Cheque #	Cheque Date	Vendor Name	General Ledger	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
						<b>Batch #</b>	<b>4664</b>
20121344	2012-12-12	BAYVIEW MARKET			PAYMENT		501.35
			10-2-12-99-30	111212	GWAIL TRUST CHRISTMAS ALLO	478.55	
20121345	2012-12-12	Shorewood Forest Ltd.			PAYMENT		6,272.00
			10-4-12-90-00	61212	DEMOLITION OF 124 BAYVIEW C	5,978.00	
						<b>Batch #</b>	<b>4671</b>
20121346	2012-12-20	Planet Clean Delta			PAYMENT		615.04
			10-2-71-21-12	9669772	BABY CHANGE TABLE + PROTEC	586.21	
20121347	2012-12-20	QCI SPCA, c/o Shane Windi			PAYMENT		280.00
			10-2-75-00-00	SPCA 2012	SEASON GREETINGS BILLBOAR	40.00	
			10-1-71-10-10	SPCA 2012	SEASON GREETINGS BILLBOAR	240.00	
						<b>Batch #</b>	<b>4672</b>
20121348	2012-12-20	A.L. CONDROTTE			PAYMENT		224.00
			10-2-32-37-00	1177	SUPPLY LOAD + HAUL WINTER :	213.50	
20121349	2012-12-20	BIG RED			PAYMENT		270.48
			10-2-71-21-15	12546	WEEKLY CONTAINER SERVICE I	257.80	
20121350	2012-12-20	BLUE CROSS			PAYMENT		890.64
			10-3-73-90-00	Dec 2012	PREMIUMS JAN 2013	890.64	
20121351	2012-12-20	CANADIAN FREIGHTWAYS			PAYMENT		112.41
			40-2-42-90-50	016-779626	PUMP	107.14	
20121352	2012-12-20	COASTAL PROPANE			PAYMENT		702.37
			10-2-24-70-10	41158	FIREHALL PROPANE	669.44	
20121353	2012-12-20	DELMAS CO-OP			PAYMENT		17.85
			30-2-41-40-00	00290694E	EXCEL BLACK JACK ROOF CEMI	11.29	
			10-2-81-90-00	Nov 2012	NOVEMBER SERVICE FEE	6.00	
20121354	2012-12-20	DEREX EQUIP. LTD.			PAYMENT		504.00
			30-2-41-40-01	2012033	EXCAVATING WATERWORKS AT	384.30	
			10-2-32-31-00	2012036	REMOVE STOP SIGN + CEMENT	96.07	
20121355	2012-12-20	EMCO CORPORATION			PAYMENT		702.19
			30-2-41-30-30	2845258-00	SSL F/G INSUL 3'	109.25	
			30-2-41-30-30	2845394-00	SERV BOX KEY PENT + ADPTS	478.04	
			30-2-41-30-30	2845394-01	ADPT	81.98	
20121356	2012-12-20	HORNIDGE, CORRINA			PAYMENT		119.62
			10-2-12-99-30	Dec 13 2012	BREAKFAST WITH SANTA	108.68	
			10-3-22-00-00	Dec 13 2012	GST	5.33	
			10-3-22-00-01	Dec 13 2012	PST	5.61	
20121357	2012-12-20	LORE, BEV			PAYMENT		659.21
			10-2-12-99-30	Dec 20 2012	BREAKFAST WITH SANTA	600.04	
			10-3-22-00-00	Dec 20 2012	GST	29.51	
			10-3-22-00-01	Dec 20 2012	PST	29.66	
20121358	2012-12-20	MUNICIPAL INFORMATION			PAYMENT		307.56
			10-3-73-90-00	20121545	SUPPORT JAN 2013 FINANCE SC	293.14	
20121359	2012-12-20	MUNICIPAL INSURANCE A			PAYMENT		8,197.00
			10-3-73-90-00	22300	MUNICIPAL INSURANCE + CASU	8,197.00	
20121360	2012-12-20	NORTHERN LABS LTD.			PAYMENT		128.80
			30-2-41-20-00	88991	WATER TESTING	34.16	
			30-2-41-20-00	88992	WATER TESTING	88.60	
20121361	2012-12-20	NORTHWEST COMMUNIT			PAYMENT		1,545.00
			10-2-24-60-00	27428	AIRBRAKES CERT PREP	1,545.00	
20121362	2012-12-20	ROCKY MOUNTAIN Phoeni			PAYMENT		3,971.16
			10-2-24-80-00	IN69940	FD EQUIPMENT	3,607.80	
			10-2-24-80-00	IN70011	FD EQUIPMENT	177.20	
20121363	2012-12-20	Stewart, McDannold, Stuart			PAYMENT		225.34
			10-2-71-89-50	62936	CEMETARY ISSUE	214.78	
20121364	2012-12-20	TELUS COMMUNICATIONS			PAYMENT		1,527.74
			30-2-41-50-00	Nov 2012	W/S + Pumphouse	219.40	
			10-2-71-21-15	Nov 2012	P Wks After hrs + MPBC	521.45	
			40-2-42-90-40	Nov 2012	W/S	66.88	
			10-2-12-11-30	Nov 2012	Audipo + web	40.14	
			10-3-22-00-01	Nov 2012	PST	71.49	
			10-3-22-00-00	Nov 2012	GST	68.25	
			10-2-24-70-10	Nov 2012	Firehall	540.13	
20121365	2012-12-20	XEROX CANADA LTD.			PAYMENT		107.87

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# VILLAGE OF PORT CLEMENTS

## Cheque Listing For Council

2013-Jan-2  
1:15:06PM

Cheque #	Cheque Date	Vendor Name	General Ledger	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
20121365	2012-12-20	XEROX CANADA LTD.	10-2-12-11-30	G44158072	USAGE FEES NOV 2012	102.81	107.87
						<b>Batch #</b>	<b>4673</b>
20121366	2012-12-20	Inlet Networking Computer S	10-2-12-11-00	013	PAYMENT CLEAN UP .CA + .ORG SITES, RE	345.00	345.00
20121367	2012-12-20	Revenue Services of BC	10-3-73-90-00	Ferretti 2013	PAYMENT MSP BENEFITS JAN-JUN 2013	723.00	1,521.00
			10-3-73-90-00	Mushynsky 2013	MSP PREMIUMS JAN-JUN 2013	798.00	
						<b>Batch #</b>	<b>4674</b>
20121368	2012-12-20	RENCO	40-2-42-90-60	1205-11	PAYMENT GAS PURCHASE	40.60	203.01
			30-2-41-40-10	1205-11	GAS PURCHASE	81.20	
			10-2-31-90-00	1205-11	GAS PURCHASE	81.21	
						<b>Batch #</b>	<b>4678</b>
20121374	2012-12-24	RECEIVER GENERAL - CC	10-4-27-00-10	DEC 2012	PAYMENT CCRA REMITTANCE DEC 2012	3,228.72	3,228.72
<b>Total</b>						<b>33,179.36</b>	

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



COPY

# CIBC Business Operating Account™

Statement period ending  
Nov 30, 2012

00180

000013

VILLAGE OF PORT CLEMENTS  
PO BOX 198  
PORT CLEMENTS BC V0T 1R0

## Account summary

Balance forward		\$510,857.05
Debits (total of 47)	-	\$78,239.89
Credits (total of 21)	+	\$9,727.46
<b>Closing balance</b>	=	<b>\$442,344.62</b>
Your authorized overdraft limit		\$189,510.00
Vouchers Enclosed (total of 40)		

### Account number

93-00813

### Branch transit number

00180

### Account fee type

Pay As You Go

### Your branch

500 - 3RD AVE W  
PRINCE RUPERT BC V8J 1L8

### Questions?

- Call us at 1-800-465-2422
- Visit us on the internet at [www.cibc.com](http://www.cibc.com)

## Transaction details

Date	Description	Debits (\$)	Credits (\$)	Balance (\$)
Nov 1	BALANCE FORWARD			510,857.05
Nov 1	GOVERNMENT PROVINCE OF B.C.		1,388.80	512,245.85
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		775.00	513,020.85
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		350.00	513,370.85
	DEBIT MEMO CHARGE FOR OCT CIBC EFT SERVICE CHARGE	77.52		513,293.33
Nov 2	TRANSFER TO: 00180/09-92011	100.00		513,193.33
	DEBIT MEMO Nov 02, 2012 Municipal Pensi	711.19		512,482.14
	CHEQUE 20121255 60221025	890.64		511,591.50
	CHEQUE 20121251 60229184	300.37		511,291.13
	CHEQUE 20121245 60329511	75.00		511,216.13
	CHEQUE 20121239 60329512	689.92		510,526.21
	CHEQUE 20121242 60329513	30.00		510,496.21
Nov 5	CREDIT MEMO INT @ 0.4000% CIBC-AUTOMATED INTEREST SYSTEM		178.70	510,674.91

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0618-00013-01

\*02012500 0040\*

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# CIBC Business Operating Account

Nov 30, 2012  
Account number: 93-00813  
Branch transit number: 00180

## Transaction details (continued)

Date	Description	Debits (\$)	Credits (\$)	Balance (\$)
	BALANCE FORWARD			510,674.91
	CHEQUE 20121249 59205784	26.87		510,648.04
	CHEQUE 20121252 60435441	3,127.00		507,521.04
Nov 6	CHEQUE 20121253 59297364	573.25		506,947.79
	CHEQUE 20121248 59374724	9,005.25		497,942.54
Nov 8	CHEQUE 20121244 59478932	1,000.00		496,942.54
	CHEQUE 20121188 59478963	175.00		496,767.54
	CHEQUE 20121254 59480158	795.20		495,972.34
Nov 9	CHEQUE 20121270 60200663	320.88		495,651.46
Nov 13	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		100.00	495,751.46
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		60.00	495,811.46
	CHEQUE 20121263 59507079	1,134.07		494,677.39
	CHEQUE 20121250 60240771	304.51		494,372.88
	CHEQUE 20121264 60254479	334.82		494,038.06
	CHEQUE 20121272 60336444	131.25		493,906.81
Nov 14	DEBIT MEMO SETTLEMENT: 0054 CIBC DATA CENTRE: 00	5,510.51		488,396.30
	CHEQUE 20121268 59609085	536.13		487,860.17
	CHEQUE 20121265 40442723 T	5,339.18		482,520.99
Nov 15	CHEQUE 20121269 17417922 M	5,483.77		477,037.22
Nov 16	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		164.93	477,202.15
	DEBIT MEMO Nov 16, 2012 Municipal Pensi	662.95		476,539.20
Nov 19	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		432.82	476,972.02
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		262.64	477,234.66
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		200.00	477,434.66
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		327.90	477,762.56
	CHEQUE 20121279 59018781	183.23		477,579.33
	CHEQUE 20121280 59018782	189.86		477,389.47
	CHEQUE 20121274 60129501	251.26		477,138.21
Nov 20	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		700.61	477,838.82
	CHEQUE 20121278 59065478	1,333.92		476,504.90
Nov 21	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		824.85	477,329.75
	CHEQUE 20121276 60262748	168.00		477,161.75
	CHEQUE 20121275 60262751	270.48		476,891.27
Nov 22	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		163.95	477,055.22
Nov 23	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		252.90	477,308.12
Nov 26	MISC PAYMENT SCHOOL DISTRICT 50		430.80	477,738.92

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# CIBC Business Operating Account

Nov 30, 2012  
Account number: 93-00813  
Branch transit number: 00180

## Transaction details (continued)

Date	Description	Debits (\$)	Credits (\$)	Balance (\$)
	BALANCE FORWARD			477,738.92
	CREDIT MEMO		543.85	478,282.77
	CREDIT UNION CENTRAL OF B.C.			
	CREDIT MEMO		1,013.66	479,296.43
	CREDIT UNION CENTRAL OF B.C.			
Nov 27	CHEQUE 20121302 60564363	480.00		478,816.43
	CHEQUE 20121266 60564404	168.00		478,648.43
	CHEQUE 20121277 60564408	411.11		478,237.32
	CHEQUE 20121304 60564473	197.71		478,039.61
	CHEQUE 20121298 60564474	1,490.91		476,548.70
Nov 28	DEBIT MEMO	5,406.46		471,142.24
	SETTLEMENT: 0055			
	CIBC DATA CENTRE: 00			
	CHEQUE 20121281 60067539	24.50		471,117.74
Nov 29	CREDIT MEMO		270.75	471,388.49
	CREDIT UNION CENTRAL OF B.C.			
	CHEQUE 20121291 59470717	24.91		471,363.58
	CHEQUE 20121297 59470730	28,842.00		442,521.58
	CHEQUE 20121273 59470770	91.40		442,430.18
	CHEQUE 20121288 59470771	30.00		442,400.18
	CHEQUE 20121289 59470772	15.00		442,385.18
Nov 30	MISC PAYMENT		397.60	442,782.78
	SCHOOL DISTRICT 50			
	CREDIT MEMO		887.70	443,670.48
	CREDIT UNION CENTRAL OF B.C.			
	DEBIT MEMO	648.19		443,022.29
	Nov 30, 2012			
	Municipal Pensi			
	CHEQUE 20121267 60126148	22.00		443,000.29
	CHEQUE 20121305 60220837	560.00		442,440.29
	CHEQUE 20121293 60220879	95.67		442,344.62
Nov 30	<b>CLOSING BALANCE</b>			<b>442,344.62</b>



## Message centre

### Expert Financial Advice for Business Owners

CIBC business advisors can provide you with a wealth of knowledge and insight regarding your business. They can also draw upon a team of financial specialists with expertise in your industry, who can provide comprehensive advice and business solutions that are right for you and your business. Speak to a CIBC business advisor today.

### Investment Solutions

As a business owner, you have complex investment needs. Fortunately, your CIBC business advisor has the experience, the expertise and the

**Important:** Under your business account agreement with CIBC, this statement and the transactions and balances disclosed in it may be considered correct and binding upon you if you do not report any errors, irregularities or omissions to CIBC in writing within 30 days of the date CIBC mails or otherwise sends this statement to you.

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<sup>®</sup> Registered trademark of CIBC  
<sup>®</sup> *Interac* is a registered trademark of Interac Inc. / CIBC Licensee

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**STATEMENT OF ACCOUNTS**

PO Box 94  
Masset BC V0T 1M0

MASSET BRANCH 250-626-5231  
MEMBER NUMBER 56440  
STATEMENT DATE November 30, 2012  
PAGE 1 of 3

NSCH5R MT1 E D 03886

Village Of Port Clements  
Box 198  
Port Clements BC V0T 1R0

**DEMAND ACCOUNTS**

Date	Description	Number	Withdrawals	Deposits	Balance
<b>Business 75</b>					
31Oct2012	Balance Forward				1,086,116.69
01Nov2012	Misc Debit Transaction re deposit in error on Oct 12 error		444.42		1,085,672.27
02Nov2012	Deposit			485.70	1,086,157.97
23Nov2012	Deposit			1,915.93	1,088,073.90
23Nov2012	Deposit			3,408.24	1,091,482.14
30Nov2012	Credit Interest			893.89	1,092,376.03
30Nov2012	Monthly Service Fee		55.00		1,092,321.03
	<b>Total Withdrawals and Deposits</b>		<b>499.42</b>	<b>6,703.76</b>	

Interest YTD 2.95

**Membership Shares**

31Oct2012	Balance Forward				36.08
	<b>Total Withdrawals and Deposits</b>		<b>.00</b>	<b>.00</b>	


**Business Simply Savings**

31Oct2012	Balance Forward				322,713.04
30Nov2012	Credit Interest			358.08	323,071.12
	<b>Total Withdrawals and Deposits</b>		<b>.00</b>	<b>358.08</b>	

**TERM DEPOSITS**

Date	Description	Withdrawals	Deposits	Balance
<b>Term 4: Short Term GSP (30 - 364 Days) -</b>				
31Oct2012	Balance Forward			11,091.16
Start 27Oct2012 - Rate 1.1000% - Next Int 29Jul2013 - Matures 29Jul2013				

continued...



During the holiday season, our thoughts turn gratefully to our members and neighbours, who have made our success possible. And in this spirit, the Directors and staff at Northern Savings say simply, but sincerely,

**thanks and best wishes for a peaceful and happy holiday season.**

## ACTION ITEMS

<u>#</u>	<u>Date</u>	<u>Description</u>	<u>Lead</u>	<u>Follow up</u>
A1	05-12-2011	Motion to hold town hall mtgs. to engage public	Falconbridge	Will consider after OCP process concluded
A2	20-02-2012	Facilitate mtg between Industrial Road Users	Thomas	Discussions started but now on hold until barge facility formalized
A3	20-02-2012	Tree Removal at Sunset Park (committee??)	Falconbridge	Will hold a Town Hall Mtg to discuss
A12	16-07-2012	Canada Days discussion/preparation 2013	Gaspar	January, 2013
A13	23-07-2012	Official Community Plan Rewrite	Administrator	Next mtg Monday January 14, 2013
A14	01-10-2012	VOPC Land Sale	Administrator	Set price & develop sales strategy for empty lots
A15	15-10-2012	Form Small Craft Harbour Ad Hoc Committee	Gould	create terms of reference, goals & timelines
A16	15-10-2012	Bus Shelter	Cheer	Build shelter at corner of Dyson & Bayview
A17	19-11-2012	Correction to Next Newsletter	Administrator	Correct Port Bucks & Discharge of firearms information in Feb 2013 Newsletter
A19	19-11-2012	Lighting Hwy 16 & Dyson	All	That we determine best route to get proper lighting back on this stretch of road
A20	03-12-2012	Internet Generator Power	Thomas	That we move forward with connecting QCIslands server to generator power
A21	19-12-2012	Basecamp	Administrator	Start using basecamp for Council Communication