



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](mailto:office@portclements.ca)  
Web: [www.portclements.ca](http://www.portclements.ca)

7:00 p.m. Regular Meeting of Council Monday February 01, 2016

AGENDA

**1. ADOPT AGENDA**

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

**3. MINUTES**

M-1- January 18, 2016 Regular Council Meeting

M-2- October 08, 2015 Emergency Management Commission Meeting Council Chambers

M-3- November 26, 2015 All Islands Emergency Planning Meeting

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

B-1- Audit Update

B-2- Cam Traplin

**5. ORIGINAL CORRESPONDENCE**

**6. GOVERNMENT**

**7. FINANCE**

F-1- Cheque listing to January 27, 2016

**8. NEW BUSINESS**

NB-1- Boat Launch Tenure

**9. REPORTS & DISCUSSIONS**

**10. ACTION ITEMS**

A-1- Follow up

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

**12. ADJOURNMENT**



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**Minutes of the regular meeting of the Port Clements Council held January 18, 2016 in Council Chambers.**

**Present:**

Mayor Gould  
Councillor Daugert  
Councillor Gaspar  
Councillor O'Brien Anderson  
Councillor Cunningham

CAO Kim Mushynsky  
Deputy Clerk Glenda Saruga

Mayor Gould called the meeting to order at 7:02p.m.

**1. ADOPT AGENDA.**

2016-008 - Moved by Councillor Cunningham, seconded by Councillor Daugert  
THAT the amended agenda be adopted. Amendments include C6 – Request for support from Grade 7's, C7 – Request for support from Community Hall Society, C8 – Request for support from Village of Queen Charlotte, C9 – Request for letter of support from the Village of Masset, C10 – Logging issue at Mount Moresby Adventure Camp, B3 – Approval for Fire Department volunteers.

**CARRIED**

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

**3. MINUTES.**

M-1– January 4, 2016 Regular Council Meeting  
2016-009-Moved by Councillor Gaspar, seconded by Councillor Daugert  
THAT Council approve the January 4, 2016 Regular Council meeting minutes.

**CARRIED**

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

**5. ORIGINAL CORRESPONDENCE**

C-1 – Skeena Queen Charlotte Regional District Board Meeting Highlights  
2016-010 – Moved by Councillor Gaspar, seconded by Councillor Cunningham  
THAT Council Receive the SQCRD Board Meeting Highlights.

**CARRIED**

C-2 – Request for letter of support – Skidegate Band Council  
2016-011 – Moved by Councillor O'Brien Anderson, seconded by Councillor Daugert  
THAT Council write a letter of support for the Skidegate Band Council

**CARRIED**

C-3 – Diocese of Caledonia Re: Traplin/St. Marks property line  
2016-012 – Moved by Councillor Gaspar, seconded by Councillor Daugert  
THAT Council receive the letter from the Diocese of Caledonia.

**CARRIED**

C-4 – AW Vandermeer – auditor resignation  
2016-013 – Moved by Councillor Cunningham, seconded by Councillor Gaspar  
THAT Council receive the letter form AW Vandermeer.

**CARRIED**

C-5 – Haida Gwaii Higher Education Society request for letter of support  
2016-014 – Moved by Councillor Gaspar, seconded by Councillor Daugert  
THAT Council write a letter of support for the Haida Gwaii Higher Education Society.

**CARRIED**

C-6 – Request for support from the Port Clements' grade 7 class  
2016-015 – Moved by Councillor Gaspar, seconded by Councillor Daugert  
THAT Council authorize a donation of \$500 for the grade 7 class in exchange for them doing a thorough garbage pickup in the ditches and public areas around town prior to the end of April 2016, and further, that Council will match funds received by the grade 7 class for doing a bottle drive up to a maximum of \$300.

**CARRIED**

C-7 – Request for letter of support from the Community Hall Society

Councillors Daugert and Cunningham left Council chambers for this discussion due to a Conflict of Interest

2016-016 – Moved by Councillor Gaspar, seconded by Councillor O'Brien Anderson  
THAT Council write a letter of support for the Community Hall Society.

**CARRIED**

Councillors Daugert and Cunningham were called back into Council Chambers after the vote had been passed.

C-8 – Request for letter of support from the Village of Queen Charlotte  
2016-017 – Moved by Councillor O'Brien Anderson, seconded by Councillor Cunningham  
THAT Council write a letter of support for the Village of Queen Charlotte

**CARRIED**

C-9 – Request for letter of support from the Village of Masset  
2016-018 – Moved by Councillor Gaspar, seconded by Councillor Cunningham  
THAT Council write a letter of support for the Village of Masset

**CARRIED**

C-10 – Logging issue in the area of Mount Moresby Adventure Camp  
2016-019 – Moved by Councillor O'Brien Anderson, seconded by Councillor Daugert  
THAT this issue be tabled pending further information from the Ministry of Forest, Lands and Natural Resources concerning the chain of events leading to this issue, specifically around how the Solutions' Table reaches decisions on these kinds of issues.

**CARRIED**

**6. GOVERNMENT**

**7. FINANCE**

F-1-Cheque listing to January 14, 2016  
2016 - 020- Moved by Councillor Cunningham, seconded by Councillor Daugert  
THAT we receive and file the cheque listing to January 14, 2016.

**CARRIED**

F-2 – CIBC Bank Statement for December 31, 2015

2016-021 – Moved by Councillor Daugert, seconded by Councillor Gaspar  
THAT Council receive the December 2015 CIBC Bank Statement

**CARRIED**

F-3 – NSCU Bank Statement for December 31, 2015

2016-022 – Moved by Councillor Gaspar, seconded by Councillor Cunningham  
THAT Council receive the December 2015 NSCU bank statement

**CARRIED**

**8. NEW BUSINESS**

NB-1 – Motion to delete Danielle Dysserinc and add Glenda Saruga as a cheque signer

2016-023 – Moved by Councillor Gaspar, seconded by Councillor O'Brien Anderson

THAT Council delete Danielle Dysserinc and add Glenda Saruga as a cheque signer for Northern Savings Credit Union and Canadian Imperial Bank of Commerce.

**CARRIED**

NB-2 – Motions regarding Gwaii Trust Major Infrastructure Program

2016-024 – Moved by Councillor Daugert and seconded by Councillor Gaspar

THAT the Village of Port Clements authorize the administrator to apply for funding from the Gwaii Trust Major Infrastructure program as follows:

#1 Priority – an Engineering study for the Water Distribution system to ascertain the physical condition of our entire water distribution system and prepare a replacement guideline for same. The Village will apply for 50% of the Funds from Gwaii Trust and supply the remaining funds from either the Provincial Community Works Funding or from Accumulated Water Surplus reserves

#2 Priority – the purchase of new playground equipment for the Community Park. The Village will apply for 50% of the funds from Gwaii Trust and the remaining funds will come from local donations and from both the Recreation Committee reserves and the Accumulated General Reserve.

#3 Priority – the extension of the path from the Sunset Park Trail over to the Community Park and then down to the Museum. The Village will apply for 50% of the funds from Gwaii Trust and the remaining funds will come from either the Provincial Community Works funding or from Accumulated General Reserves.

**CARRIED**

NB-3 – Approval for new Volunteers for the Port Clements Volunteer Fire Department

2016-025 – Moved by Councillor Gaspar, seconded by Councillor Cunningham

THAT the Council approve the applications from Sean Bowes and Mike VanHerd to join the Port Clements Volunteer Fire Department.

**CARRIED**

**9. REPORTS & DISCUSSIONS**

Mayor Gould- Gwaii Tel update

Councillor Gaspar – no report

Councillor Daugert – Community Hall AGM upcoming, concern over knowledge regarding underground assets

Councillor O'Brien Anderson – NDIT mtg, questions regarding existing purchase policy

Councillor Cunningham – VIRL mtg

CAO Mushynsky – RCMP strategic planning, old Golden Spruce style lapel pins, budget meeting dates.

2016-026 – Moved by Councillor Cunningham, seconded by Councillor Gaspar

THAT Council authorize Dale Lore to use the old style of lapel pins as give aways if he wishes to.

**CARRIED**

**10. ACTION ITEMS**

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

2016-027 Moved by Councillor Gaspar, seconded by Councillor Cunningham  
THAT Council move in to an in-camera session per Community Charter Section 90-1-i  
**CARRIED**

**ADJOURNMENT**

2016-028 – Moved by Councillor Cunningham, seconded by Councillor Gaspar  
THAT the meeting be adjourned at 9:30pm.  
**CARRIED**

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Ian Gould  
Mayor

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Kim Mushynsky  
CAO



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Minutes from the October 8, 2015 Emergency Management Commission Meeting  
Council Chambers

Present:

Marilyn Bliss – volunteer  
Christine Cunningham – Council Rep  
Sue Couch – Volunteer  
Danielle Dyssserinck – VOPC

Aaron Cunningham - EPC  
CST Brandon Brett - RCMP  
Kim Mushynsky – CAO  
Ryan Brown - PCFD

Absent:

Craig & Colleen Beachy, BCAS Rep

The meeting was called to order at 7pm.

1. ADOPT AGENDA

Moved by Christine, seconded by Ryan  
THAT we adopt the agenda as presented.  
**CARRIED**

2. MINUTES

M-1 – January 22, 2015 EPC Meeting  
Moved by Ryan, seconded by Christine  
THAT we accept the January 22, 2015 Emergency Planning Meeting Minutes as presented.  
**CARRIED**

3. BUSINESS ARISING & UNFINISHED BUSINESS

4. CORRESPONDENCE

5. NEW BUSINESS

NB-1 – Review Emergency Plan for recommendation to Council  
Committee suggested changes – CAO to circulate updated plan and members to do an e-vote on final product so that it goes to the November 16 Council meeting for approval.

6. REPORTS

R-1. ESS reported on activities in 2015

R-2. Committee members reported as follows:

Christine Cunningham attended a meeting at UBCM regarding the lack of cell service in Port Clements

Brandon Brett will be participating in the October 15 Shake Out expanded drill in Masset

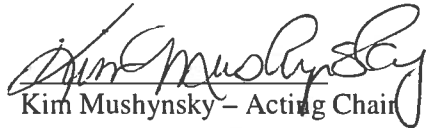
Ryan Brown reported that there are 18 active Fire Fighters

R-3. Reminder of November 21 EOC Applied Tactics course in Port Clements and the Emergency Evacuation training in Sandspit January 14. It appears that there will be an all island Emergency meeting in Queen Charlotte on November 26.

Next meeting tentatively scheduled for Thursday January 21, 2016 at 7pm in Council Chambers.

7. ADJOURNMENT

Adjourned at 7:55pm

  
Kim Mushynsky – Acting Chair



**All Islands Emergency Planning Meeting**

**DATE:** November 26, 2015  
**TIME:** 2:00 pm – 4:00 pm  
**HOST:** Village of Queen Charlotte

**Attending:**

Port Clements	Masset	Queen Charlotte
Kim Mushynsky	Trevor Jarvis	Lori Wiedeman
Danielle Dysserinck	John Short NHA	Larry Duke
Sue Couch	Chris Ashurst Coast Guard Aux	Deavlan Bradley
Marliyn Bliss		
Margaret Fennell		
Don Smillie BCAS		

SQCRD	Old Massett	Skidegate
Dan Chapman (teleconf)		Mary Kelly
Robert Ells Transp Canada		

**Unable to Attend:**

Port Clements	SQCRD	Old Massett	Skidegate
Manzanita Snow	Mike Racz	Cecil Brown	Eileen Hayes
Aaron Cunningham	Daniel Fish		Ruth Wheadon
Ryan Brown	Corinne Precourt		
Harmonie Blais BCAS	Mike Richardson		

**1. Introductions**

Attendees introduced themselves and identified what organization they belonged to.

**2. Review of All Island Emergency Planning Meeting Recap dated April 16, 2015**

Recap was reviewed and all action items have been included in this agenda.

**3. Island-wide Training Schedule for 2016 for discussion with EMBC**

The attached Interactive Table-Top Emergency Planning Scenario was discussed and it was agreed that we would do the exercise on March 1, 2016 and review the results at the April/May meeting.



Participants will include:

- Sue Couch, Port Clements
- Robert Ells, Sandspit
- John Short and Trevor Jarvis, Masset
- Lori Wiedeman and Larry Duke, Queen Charlotte
- Mary Kelly and Ruth Wheadon, Skidegate
- Chris Ashurst, Monike Brown, and Mike Racz, SQCRD
- OMVC to be determined

*ACTION: Lori to create an information sheet for distribution prior to the exercise and an Excel spreadsheet for tracking the results.*

REMINDER – Emergency Evacuations Training will be held in Sandspit January 14/15, 2016 – still time to sign up – Please contact EMBC

The following were identified as priorities for 2016 EMBC Training:

- EOC Essentials
- EOC Applied
- Information Officer Training

It was noted that Emergency Social Services Training comes from a different source and that Bob Kennedy or Pat could run a training session on island if there is enough interest. Please contact Kim M if your organization is interested.

*ACTION: Lori to contact Maurie asking for a list of all possible courses, with descriptions and send out to group.*

#### **4. Youth Representation Discussion**

At the April 16, 2015 meeting there was a discussion about having youth representation.

*ACTION: Masset and Queen Charlotte will nominate a youth from the local High School and have them attend the next meeting in 2016.*

#### **5. BC Association of Emergency Managers**

The annual fee is \$50 and Bob Ells offered to join the association and report back in April/May.

#### **6. CAO/Fire Chief MATI Training Update**

The program is aimed at communities operating predominately volunteer and smaller paid on call/composite fire departments. It supports CAOs and Fire Chiefs to carry out their responsibilities in providing fire services to their community.

The top action items that the Village of Queen Charlotte will be working on over the coming year for the Fire Department as a result of this course are:

- Defining our Service Level
- Amending our Bylaw as needed to establish our Service Level
- Providing administrative support for the management functions of the Fire Department including developing operational guidelines and policies
- Fully implementing the Playbook training guide once Service Levels are formally established

## 7. Emergency Notification Systems

Larry and Chris provided an update on potential and current ENS systems. Tow Hill utilizes Connect Rocket <http://www.connectrocket.com/about-us/>:

*When messages need to be delivered, Connect Rocket's Multi-Channel Messaging Platform provides the solution. Designed to be extremely flexible, Connect Rocket can deliver voice calls, text messages, text-to-voice calls and e-mail.*

And 1 Call Now <http://www.onecallnow.com/>:

*With One Call Now, send your important voice, text and email messages to groups of any size through a simple click or call.*

Larry has been looking into Rapid Notify <http://www.rapidnotify.com/>:

*Rapid Notify provides a comprehensive suite of emergency notification, mass notification and incident management services. Our reliable and cost-effective mass notification solutions help people to connect during a crisis, manage operational incidents and other communication activities.*

**ACTION:** *Larry and Chris will work together to explore the options and report back to the group in April/May.*

## 8. Contact List Update

See attached.

## 9. Next Host Community for April/May Meeting

Trevor Jarvis of Masset will be the next host and it was agreed that future meetings will be held at the Naikoon Park HQ in Tlell to ensure Sandspit can participate. This has been confirmed with Lucy Stefanyk of BC Parks.

**ACTION:** *Lori to remind Trevor to coordinate a doodle poll near the end of February.*

**Kim Mushynsky**

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**From:** Cam Traplin <camtrap77@gmail.com>  
**Sent:** January-20-16 10:05 AM  
**To:** clerk@portclements.ca  
**Subject:** easement

this intended to be a formal request to the council of Portclements village to have a 10 year extension placed on the easement agreement. of 52 bayview dr., I see no other options at this time. your co-operation regarding this issue will be greatly appreciated.

my regards Colin Traplin

UNDER BUSINESS  
arising put  
"audit update"

B-1

**SHERRY ANDERSON**  
**Notary Public (\* A Notarial Corporation)**

101-4639 Lazelle Avenue  
Terrace, BC  
V8G 1S8, Canada  
Phone: 250-635-5988  
Fax: 250-635-5926

File No. 111693.15

January 22, 2016

SENT VIA EMAIL: clerk@portclements.ca

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

Attention: Kim Mushynsky, Chief Administrative Officer

Dear Sirs/Mesdames:

Re: **Easement over Part of Lot 3, Block 37 DL 746 Queen Charlotte District Plan 1079 granted by the Village of Port Clements for the benefit of Lot 2 Except: Part on Plan BCP5089 Block 37 DL 746 Queen Charlotte District Plan 1079**

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This will confirm that the Seller Colin Campbell Traplin wishes to sell the above Lot 2. Mrs. Trapin is currently a registered owner but I hold in my office the signed Form A Transfer to remove her name from title to the property prior to completion.

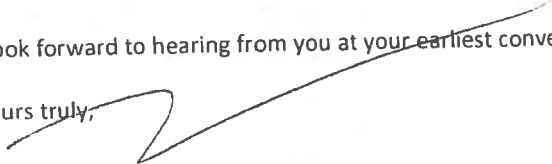
It is difficult to sell Lot 2 owned by Mr. Traplin without an easement allowing the house, sundeck and stairs to encroach onto Lot 3 for an indefinite period of time. The existing Easement granted by the Village of Port Clements was only granted for a period of 10 years which is due to expire in 2018. It is unlikely that any Bank will grant a Mortgage to any individuals purchasing Lot 2 should there not be an acceptable easement for an indefinite period of time registered for the benefit of Lot 2 granted by the owner of Lot 3.

The enclosed Easement that my office has drafted allows the house, sundeck and stairs to encroach for an indefinite period of time. However, should the house, sundeck and stairs ever be destroyed or removed, the Easement is to then be discharged. Accordingly, I enclose for the Village of Port Clements review and consideration the following:

1. Form C Discharge (Easement) in triplicate
2. Copy of Property Search for Lot 2
3. Copy of Property Search for Lot 3
4. Copy of existing Easement registered under BB1016726 due to expire in 2018.

I look forward to hearing from you at your earliest convenience.

Yours truly,

  
Sherry Anderson  
Enclosures  
/bp

**LAND TITLE ACT**  
**FORM C (Section 233) CHARGE**  
**GENERAL INSTRUMENT - PART 1 Province of British Columbia**

Your electronic signature is a representation that you are a subscriber as defined by the Land Title Act, RSBC 1996 c.250, and that you have applied your electronic signature in accordance with Section 168.3, and a true copy, or a copy of that true copy, is in your possession.



1. APPLICATION: (Name, address, phone number of applicant, applicant's solicitor or agent)

Sherry Anderson, Notary Public (\*A Notary Corporation)

101 - 4639 Lazelle Avenue  
Terrace

BC V8G 1S8

LTO Client No. 11120  
Our File Reference No. 112009.15  
(250) 635-5988

Deduct LTSA Fees? Yes

2. PARCEL IDENTIFIER AND LEGAL DESCRIPTION OF LAND:  
[PID] [LEGAL DESCRIPTION]

**013-221-256 LOT 3 BLOCK 37 DISTRICT LOT 746 QUEEN CHARLOTTE DISTRICT PLAN 1079**

STC? YES

3. NATURE OF INTEREST

CHARGE NO.

ADDITIONAL INFORMATION

**SEE SCHEDULE**

4. TERMS: Part 2 of this instrument consists of (select one only)

(a)  Filed Standard Charge Terms D.F. No.

(b)  Express Charge Terms Annexed as Part 2

A selection of (a) includes any additional or modified terms referred to in Item 7 or in a schedule annexed to this instrument.

5. TRANSFEROR(S):

**VILLAGE OF PORT CLEMENTS**

6. TRANSFEREE(S): (including postal address(es) and postal code(s))

**COLIN CAMPBELL TRAPLIN, SELF-EMPLOYED**

52 BAYVIEW DRIVE  
PORT CLEMENTS

BRITISH COLUMBIA

V0T 1R0

CANADA

7. ADDITIONAL OR MODIFIED TERMS:

N/A

8. EXECUTION(S): This instrument creates, assigns, modifies, enlarges, discharges or governs the priority of the interest(s) described in Item 3 and the Transferor(s) and every other signatory agree to be bound by this instrument, and acknowledge(s) receipt of a true copy of the filed standard charge terms, if any.

Officer Signature(s)

\_\_\_\_\_

Execution Date

Y	M	D
16		

Transferor(s) Signature(s)

VILLAGE OF PORT CLEMENTS by  
its authorized signatory(s):

Signature \_\_\_\_\_

Print Name: \_\_\_\_\_

Signature \_\_\_\_\_

Print Name: \_\_\_\_\_

Executions continued next page...

OFFICER CERTIFICATION:

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the Evidence Act, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the Land Title Act as they pertain to the execution of this instrument.

LAND TITLE ACT  
FORM D  
EXECUTIONS CONTINUED

Officer Signature(s)

Execution Date

Transferor / Borrower / Party Signature(s)

Y	M	D
16		

COLIN CAMPBELL TRAPLIN

OFFICER CERTIFICATION:

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the *Evidence Act*, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the *Land Title Act* as they pertain to the execution of this instrument.

LAND TITLE ACT  
FORM E

SCHEDULE

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NATURE OF INTEREST	CHARGE NO.	ADDITIONAL INFORMATION
Easement		Part on Plan BCP38603 for the benefit of PID: 013-206-494 Lot 2 Except: Part on Plan BCP5089 Block 37 District Lot 746 Queen Charlotte District Plan 1079 (the Dominant Tenement)

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NATURE OF INTEREST	CHARGE NO.	ADDITIONAL INFORMATION
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NATURE OF INTEREST	CHARGE NO.	ADDITIONAL INFORMATION
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NATURE OF INTEREST	CHARGE NO.	ADDITIONAL INFORMATION
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NATURE OF INTEREST	CHARGE NO.	ADDITIONAL INFORMATION
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NATURE OF INTEREST	CHARGE NO.	ADDITIONAL INFORMATION
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**TERMS OF INSTRUMENT - PART 2**  
**(Access Easement)**

**WHEREAS:**

- A. Attached to and forming part of this Easement is a Land Title Act Form C General Document ("Form C").
- B. The Lands described in Item 2 of the Form C is the "**Servient Tenement**".
- C. The Transferor and registered owner of the Servient Tenement is named in Item 5 of Form C and is the "**Transferor**".
- D. The Transferee and registered owner of the Dominant Tenement is named in Item 6 of the Form C and is the Transferee.
- G. The Lands receiving the benefits of the access easement created by this document is the "**Dominant Tenement**" and more particularly described as:  
  
PID: 013-206-494  
Lot 2 Except: Part on Plan BCP5089 Block 37 District Lot 746 Queen Charlotte District Plan 1080
- H. The Easement Area is outlined in heavy dark outline on the Explanatory Plan of Easement BCP38603 completed by David Hardwicke, B.C.L.S. on the 27th day of July, 2008 (the "**Easement Area**"). A copy of the Easement Plan BCP38603 is attached as Schedule "A" to this Agreement.

**NOW THIS AGREEMENT WITNESSES** that in consideration of the mutual covenants and provisos herein contained and in consideration of the sum of \$1.00 and other good and valuable consideration now paid by the parties to each other (the receipt and sufficiency whereof is hereby acknowledged) the parties hereto agree as follows:

**1.0 GRANT OF EASEMENT:**

1.1 The Transferor as owners of the Servient Tenement grants to the Transferee, the owner of the Dominant Tenement, his successors, assigns and licensees forever, the full free and uninterrupted right, license, liberty, easement, right of way, privilege and permission to use and maintain the carport, sundeck with stairs as a bona fide carport and unenclosed sundeck and a portion of the house situate on the Easement Area.

**2. COVENANTS OF THE TRANSFEROR**

2.1 The Transferor hereby covenants and agrees that it will not do or knowingly interfere with the rights of the Transferee herein.



**3. COVENANTS OF THE TRANSFEREES**

- 3.1 The Transferee will pay all taxes, rates, assessments, dues, fees and other charges arising from the granting of this Easement by the Transferor or the Transferee exercise of his rights under this Agreement.
  
- 3.4. The Transferee will not do or suffer any waste or injury to the Easement Area or any part thereof and prior to discharge of this Agreement, to return the property as reasonably possible to its original condition, as it was prior to the encroachment.
  
- 3.5. The Transferee will indemnify and save harmless the Transferor, its elected officials and appointed officers, employees and volunteers of and from all actions, causes of action, claims, loss, damages, fines, fees liens and costs whatsoever arising from the Transferee's exercise of the rights granted under this Agreement or the Transferee's breach of this Agreement.
  
- 3.6 The Transferee will indemnify and keep indemnified the Transferor from and against all liability, actions, proceedings, costs, claims, and demands whatsoever, that may be lawfully brought against the Transferor by reason of anything done by the Transferee, his successors, assigns, licensees or other persons authorized by the Transferee in the exercise or purported exercise of the rights and liberties granted in this Agreement.

**4. MUTUAL AGREEMENT OF THE PARTIES:**

- 4.1 It is mutually understood and agreed by and between the parties that this Agreement and its covenants will be construed as running with and being a burden upon the Servient Tenement and as running with and being appurtenant to the Dominant Tenement.
  
- 4.2 It is mutually agreed that should the house, carport, stairs and sundeck be removed or destroyed this easement shall be terminated and cancelled and the Transferee shall sign any releases or discharges required to have this easement Agreement discharged in the land title office.
  
- 4.3 The fee simple estate in and to the Lands will not pass to or vest in the Transferee under or by virtue of these presents and the Transferor may fully use and enjoy the Lands except only for the requirements set out in this Agreement.
  
- 4.4 The parties agree that they will do all further acts and give all further assurances as necessary to implant the true intent and meaning of this Agreement.

- 5.5 Every reference to a party is deemed to include the heirs, executors, administrators, successors assigns, servants, employees, agents, contractors, officers, licensees and invitees of such party wherever the context so requires or allows.
- 5.6 In the event of a dispute arising between the parties herein, all matters in difference between the parties in relation to this agreement shall be referred to the arbitration of a single arbitrator, if the parties agree upon one, otherwise to three arbitrators, one to be appointed by each party and a third to be chosen by the first two named before they enter upon the business of arbitration. The award and determination of the arbitrator or arbitrators or any two of the three arbitrators shall be binding upon the parties and their respective heirs, executors, administrators and assigns.
- 5.7 This Agreement and its Covenants will enure to the benefit of and be binding on the respective parties hereto, and their respective assigns, successors, heirs, executors, administrators and personal representatives notwithstanding any rule of law or equity to the contrary.
- 5.8 This Agreement will be governed and construed in accordance with the laws of the Province of British Columbia.
- 5.9 If any part of this Agreement is held to be invalid, illegal or unenforceable by a court having the jurisdiction to do so, that part is to be considered to have been severed from the rest of this Agreement and the rest of this Agreement remains in force unaffected by that holding or by the severance of that part.
- 5.10 Use of the singular or masculine means the plural or the feminine or body corporate where appropriate or where the parties require.
- 5.11 This Agreement may be executed in as many counterparts as may be necessary or by facsimile and each such agreement or facsimile so executed shall be deemed to be an original and such counterparts together shall constitute one and the same instruments.

**As evidence of their agreement to be bound by the above terms, the parties have each executed and delivered this Agreement under seal by executing Part 1 of the Land Title Act Form C to which this Agreement is attached and which forms part of this Agreement.**

# PLAN BCP38603

DEPOSITED IN THE LAND TITLE OFFICE  
AT NEW WESTMINSTER, B.C.  
THIS 15 DAY OF OCTOBER 2008.

IAN McDONALD *IAN McDONALD*  
DEPUTY REGISTRAR  
BB1016725

EXPLANATORY PLAN OF EASEMENT  
OVER PART OF LOT 3, BLOCK 37,  
DISTRICT LOT 746,  
QUEEN CHARLOTTE DISTRICT, PLAN 1079.  
PURSUANT TO S. 99, LAND TITLE ACT.

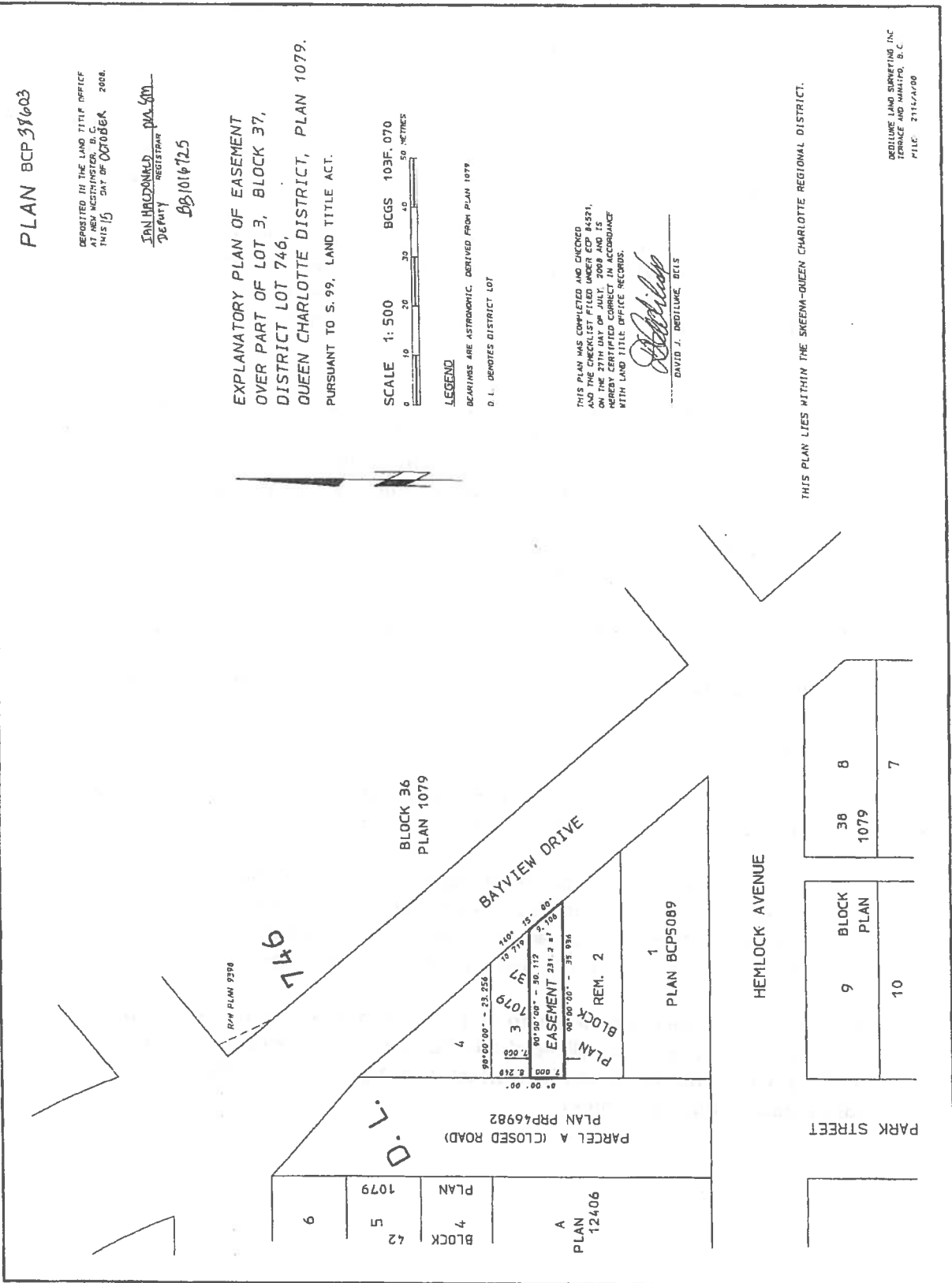
SCALE 1: 500 BCGS 103F. 070  
0 10 20 30 40 50 METRES

LEGEND  
BEARINGS ARE ASTROMERIC, DERIVED FROM PLAN 1079  
D. L. DENOTES DISTRICT LOT

THIS PLAN WAS COMPLETED AND CHECKED  
AND THE CHECKLIST FILED UNDER COP 84521,  
ON THE 27TH DAY OF JULY 2008 AND IS  
HEREBY CERTIFIED CORRECT AND ACCORDANCE  
WITH LAND TITLE OFFICE RECORDS.

*David J. Dedlwe*  
DAVID J. DEDLWE, BCIS

DEDLWE LAND SURVEYING INC  
TERENCE AND MARILYN, S.C.  
FILE 27116/08



THIS PLAN LIES WITHIN THE SKEEM-QUEEN CHARLOTTE REGIONAL DISTRICT.

original

**TITLE SEARCH PRINT**

2015-08-26, 13:18:23

File Reference:

Requestor: Brandy Pike

**\*\*CURRENT INFORMATION ONLY - NO CANCELLED INFORMATION SHOWN\*\***

**Title Issued Under** SECTION 189 LAND TITLE ACT

**Land Title District** PRINCE RUPERT  
Land Title Office PRINCE RUPERT

**Title Number** BV148670A  
From Title Number PN100779

**Application Received** 2003-04-29

**Application Entered** 2003-05-08

**Registered Owner in Fee Simple**  
Registered Owner/Mailing Address: JEAN ELIZABETH TRAPLIN, SELF EMPLOYED  
COLIN CAMPBELL TRAPLIN, SELF EMPLOYED  
#52 BAYVIEW DRIVE  
PORT CLEMENTS, BC  
VOT 1R0  
AS JOINT TENANTS

**Taxation Authority** PRINCE RUPERT ASSESSMENT DISTRICT  
VILLAGE OF PORT CLEMENTS

**Description of Land**  
Parcel Identifier: 013-206-494  
Legal Description:  
LOT 2, EXCEPT: PART ON PLAN BCP5089 BLOCK 37 DISTICT LOT 746  
QUEEN CHARLOTTE DISTICT PLAN 1079

**Legal Notations**  
HERETO IS ANNEXED EASEMENT BB1016726 OVER PART (BCP38603) OF LOT 3  
PLAN 1079

**Charges, Liens and Interests**  
Nature: JUDGMENT  
Registration Number: BX473503  
Registration Date and Time: 2005-08-18 09:05  
Registered Owner: CANADIAN IMPERIAL BANK OF COMMERCE  
Remarks: AS TO JEAN ELIZABETH TRAPLIN'S INTEREST

B-2

**TITLE SEARCH PRINT**

2015-08-26, 13:18:23  
Requestor: Brandy Pike

File Reference:

Nature: JUDGMENT  
Registration Number: BB1692750  
Registration Date and Time: 2010-08-23 10:15  
Registered Owner: CAPITAL ONE BANK  
Remarks: AS TO THE INTEREST OF JEAN ELIZABETH TRAPLIN

**Duplicate Indefeasible Title** NONE OUTSTANDING

**Transfers** NONE

**Pending Applications** NONE

15 OCT 2008 14 27

BB1016726

LAND TITLE ACT  
Form C (Section 233)  
Province of British Columbia

GENERAL INSTRUMENT - PART 1

(This area for Land Title Office Use)

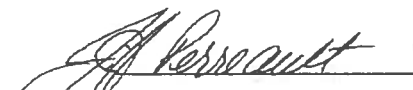
Page 1 of 5 pages

1. Application: (Name, address, phone number and signature of applicant, applicant's solicitor or agent)  
 Staples McDannold Stewart  
 Barristers & Solicitors  
 2nd Floor, 837 Burdett Avenue  
 Victoria, BC V8W 1B3 380-7744 **BURNS & TAYLOR #12178**  
 File #218 032/KSWG  
  
 Authorized Signatory 10303  
**KAREN HARRIS**
2. Parcel Identifier(s) and Legal Description(s) of Land:  
 (PID) (Legal Description)  
 013-221-256 Lot 3, Block 37, District Lot 746, Queen Charlotte District, Plan 1079
3. Nature of Interest Description Document Reference (page & paragraph) Person Entitled to Interest  
 Easement (over part) Entire Document Registered owner of PID  
**shown on plan BCP 38603.** **BY 148670A**  
 013-206-494, Lot 2, Block 37,  
 District Lot 746, Queen  
 Charlotte District, Plan 1079  
**BY 081015 142740 01 LM** **866017**
4. Terms: Part 2 of this instrument consists of (select one only) **DEFECT / WITHDR** **\$0.00**  
 (a) Filed Standard Charge Terms  D.F. No.  
 (b) Express Charge Terms  Annexed as Part 2  
 (c) Release  There is no Part 2 of this instrument  
 A selection of (a) includes any additional or modified terms referred to in Item 7 or in a schedule annexed to this instrument. If (c) is selected, the charge described in Item 3 is released or discharged on the Land described in Item 2.
5. Transferor(s) (Grantor(s)): **VILLAGE OF PORT CLEMENTS** **ML 08/10/15 14:27:40 01 LM** **863086**  
**CHARGE** **\$66.15**
6. Transferee(s) (Grantee(s)): (Including postal address(es) and postal code(s))  
**JEAN ELIZABETH TRAPLIN and Self-Employed and**  
**COLIN CAMPBELL TRAPLIN, as Joint Tenants, #52 Bayview Drive, Port Clements, B.C., VOT 1R0**  
**Self-Employed**
7. Additional or Modified Terms: N/A
8. Execution(s): This instrument creates, assigns, modifies, enlarges, discharges or governs the priority of the interest(s) described in Item 3 and the Transferor(s) and every other signatory agree to be bound by this instrument, and acknowledge(s) receipt of a true copy of the filed standard charge terms, if any

Officer Signature:

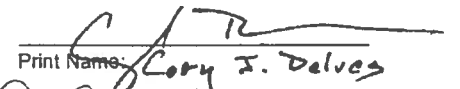
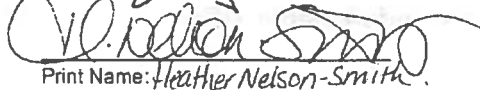
Execution Date:

Party(ies) Signature:

  
**Joanne Perreault, Deputy Clerk**  
 A Commissioner for Taking Affidavits in BC  
 Village of Port Clements  
 Box 198, Port Clements, BC, VOT 1R0  
 250-557-4295

Y	M	D
2008	09	25

**VILLAGE OF PORT CLEMENTS** by its authorized signatories

  
 Print Name: **Cory J. Dalves**  
  
 Print Name: **Heather Nelson-Smith**

Officer Certification

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the Evidence Act, R.S.B.C. 1996 c. 124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the Land Title Act as they pertain to the execution of this Instrument

- \* If space insufficient, enter "SEE SCHEDULE" and attach schedule in Form E.
- \*\* If space insufficient, continue executions on additional page(s) in Form D.

2/2

B-2

**TITLE SEARCH PRINT**

2016-01-21, 12:18:34

File Reference:

Requestor: Sherry Anderson

Declared Value \$5000

**\*\*CURRENT INFORMATION ONLY - NO CANCELLED INFORMATION SHOWN\*\***

<b>Land Title District</b> Land Title Office	PRINCE RUPERT PRINCE RUPERT
<b>Title Number</b> From Title Number	PP102340 M9405
<b>Application Entered</b>	2000-11-10
<b>Application Received</b>	2000-11-09
<b>Registered Owner in Fee Simple</b> Registered Owner/Mailing Address:	VILLAGE OF PORT CLEMENTS PO BOX 198 PORT CLEMENTS, BC V0T 1R0
<b>Taxation Authority</b>	PRINCE RUPERT ASSESSMENT DISTRICT VILLAGE OF PORT CLEMENTS
<b>Description of Land</b> Parcel Identifier: Legal Description:	013-221-256 LOT 3 BLOCK 37 DISTRICT LOT 746 QUEEN CHARLOTTE DISTRICT PLAN 1079
<b>Legal Notations</b>	NONE
<b>Charges, Liens and Interests</b> Nature: Registration Number: Registration Date and Time: Remarks:	EASEMENT BB1016726 2008-10-15 14:27 PART ON PLAN BCP38603 APPURTENANT TO LOT 2 PLAN 1079
<b>Duplicate Indefeasible Title</b>	NONE OUTSTANDING
<b>Transfers</b>	NONE
<b>Pending Applications</b>	NONE

B-2

LAND TITLE ACT  
Form D


EXECUTIONS CONTINUED

Page 2

Officer Signature:

Execution Date:

Party(ies) Signature:



Y	M	D
2008	05	15
2008	06	27

  
Jean Elizabeth Traplin

**APRIL NOELLE DAY**

Notary Public  
216 Oceanview Drive, PO Box 309  
Queen Charlotte City, BC V0T 1S0  
(250) 559-4452

NO LEGAL ADVICE GIVEN OR REQUESTED

as to signature of Jean Traplin



TREVOR JARVIS  
P.O. Box 173, Masset BC V0T 1M0  
A Commissioner For Taking Affidavits  
In And For The Province of British Columbia

as to signature of  
Colin Traplin

P.O. Box 173  
MASSET, BC  
V0T 1M0

  
Colin Campbell Traplin

Officer Certification

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the *Evidence Act*, R.S.B.C. 1996 c. 124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the *Land Title Act* as they pertain to the execution of this instrument.



**TERMS OF INSTRUMENT - PART 2**

**WHEREAS:**

A. The Grantor is the registered owner in fee simple of:

PID: 013-221-256  
Lot 3, Block 37, District Lot 736, Queen Charlotte District, Plan 1079  
("Lot 3");

B. The Grantee is the registered owner in fee simple of:

PID: 013-206-494  
Lot 2, Block 37, District Lot 736, Queen Charlotte District, Plan 1079  
("Lot 2");

*CD*  
C. As indicated on the British Columbia Land Surveyor's Certificate of Location prepared by DAVID HARDWICK B.C.L.S. of DEDILUKE LAND SURVEYING INC, TERRACE, B.C. and certified correct on the 20<sup>th</sup> day of February, 2008, a portion of the house, carport, sundeck and stairs attached to the Grantee's house on Lot 2 encroaches onto Lot 3. The Grantor has agreed to grant an easement over part of Lot 3 on the terms and conditions set out herein to and for the benefit of Lot 2 to be discharged in the sooner of (i) 10 years; or (ii) when the carport, portion of the house, or sundeck is removed or destroyed.

**NOW THEREFORE THIS AGREEMENT WITNESSES** that in consideration of the covenants and conditions agreed to be observed and performed by the parties, and of the sum of THREE THOUSAND FIVE HUNDRED (\$3,500.00) DOLLARS of lawful money of Canada, now paid by the Grantee to the Grantor, the receipt and sufficiency of which is hereby acknowledged:

**1.0 THE GRANTOR:**

*CD*  
1.1 grants, conveys, confirms and transfers, subject to the terms and conditions herein contained to the Grantee, its heirs, successors and assigns, the full, free and uninterrupted right, licence, liberty, privilege, permission, right of way and easement to use and maintain the carport, and sundeck with stairs as a bona fide carport and unenclosed sundeck and a portion of the house only on that portion of Lot 3 as shown on the Plan of Easement prepared by DAVID J DEDILUKE, B.C.L.S. and dated the 27<sup>th</sup> day of July, 2008, a reduced copy of which is attached as Schedule "A" and forms part of this agreement (the "Easement Area").

**2.0 THE GRANTOR COVENANTS:**

2.1 with the Grantee for the quiet enjoyment of the Easement Area until as the earlier of:

- (a) 10 years from the date of execution of this Easement; or
- (b) the house, carport, stairs or sundeck is removed or destroyed.

**3.0 THE GRANTEE COVENANTS:**

- 3.1 not to do or suffer any waste or injury to the Easement Area or any part thereof and prior to discharge of this Agreement, to return the property as nearly as possible to its original condition, as it was prior to the encroachment;
- 3.2 to pay all taxes, rates, assessments, dues, fees and other charge arising from the granting of this Easement by the Grantor or the Grantee's exercise of its rights under this Agreement;
- 3.3 to indemnify and save harmless the Grantor, its elected officials and appointed officers, employees and volunteers of and from all actions, causes of action, claims, loss, damages, fines, fees, liens and costs whatsoever arising from the Grantee's exercise of the rights granted under this Agreement or the Grantee's breach of this Agreement;
- 3.4 to indemnify and save harmless the Grantor, from and against any liens for wages or materials, arising from any excavation, construction, repairs, alterations, installations and additions which the Grantee may make or cause to be made on, in or to the Easement Area.

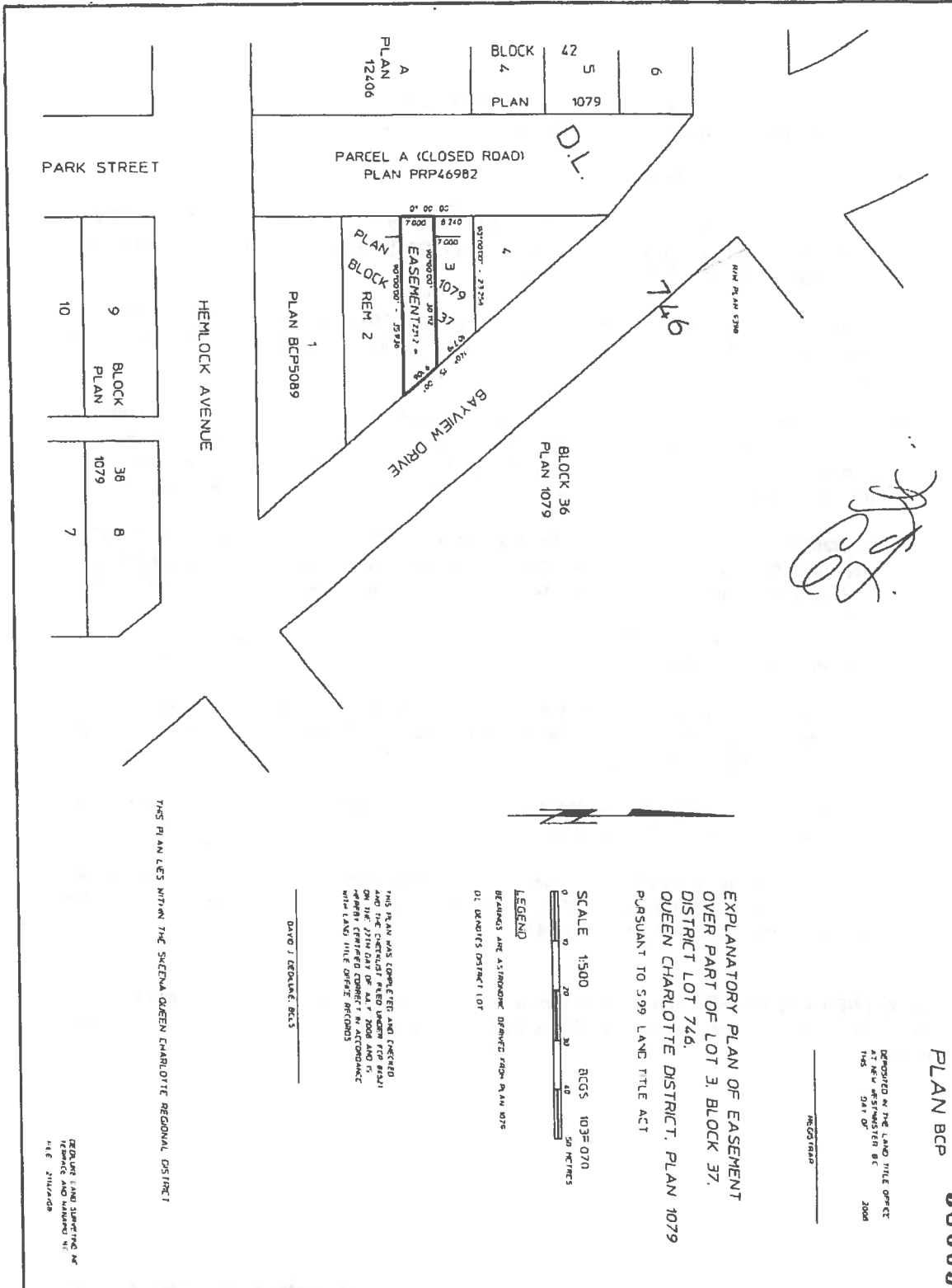
**4.0 THE PARTIES COVENANT TO AND AGREE WITH EACH OTHER as follows:**

- 4.1 That no part of the title in fee simple to the Grantor's lands shall pass to or be vested in the Grantee under or by virtue of this agreement and the Grantor may fully use and enjoy all of the Grantor's lands subject only to the rights and restrictions in this Agreement.
- 4.2 This Agreement shall enure to the benefit of and be binding on the parties hereto and their respective heirs, administrators, executors and assigns as the case may be.
- 4.3 That the Grantee shall deliver to the Grantor a registrable discharge of this Easement upon the sooner of the expiry of ten (10) years, or the removal or demolition of the building or the carport or the sundeck.

**IN WITNESS WHEREOF** the parties hereto hereby acknowledge that this Agreement has been duly executed and delivered by the parties executing Form C (pages 1 and 2) attached hereto.

SCHEDULE A

Pages



Handwritten signature

PLAN BCP 38603

PREPARED BY THE LAND TITLE OFFICE  
OF THE DISTRICT OF COLUMBIA  
DATE OF 2008

EXPLANATORY PLAN OF EASEMENT  
OVER PART OF LOT 3, BLOCK 37,  
QUEEN CHARLOTTE DISTRICT, PLAN 1079  
PURSUANT TO 599 LAND TITLE ACT

SCALE 1:500  
BCGS 103-070  
0 10 20 30 40 50 METERS

LEGEND  
BOUNDARIES ARE AS SHOWN ON THE PLAN AND  
ON THE DISTRICT'S OFFICIAL RECORDS

THIS PLAN WAS COMPLETED AND CHECKED  
ON THE 21ST DAY OF MAY 2008 AND IS  
HEREBY CERTIFIED CORRECT AND  
TRUE TO THE OFFICIAL RECORDS

DAVID J. REDLINE, BCLS

THIS PLAN LIES WITHIN THE SUEDEA GREEN CHARLOTTE REGIONAL DISTRICT

REDLINE LAND SURVEYING INC.  
1100 11TH AVENUE  
N.E. 2100

END OF DOCUMENT

B-2



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

## REPORT TO COUNCIL

Author: Kim Mushynsky  
Date: January 26, 2016  
Re: **Boat Launch Tenure**

---

Per the attached notification from the Ministry of Forest, Lands and Natural Resources, our tenure for the lease of the inlet by the boat launch is up for renewal. FLNRO requires direction from Council, prior to February 26, as to whether they plan to apply for renewal of this lease so that they can start the process.

Recommendation: That Council make the following motion:

The Village of Port Clements would like to renew the boat launch lease #6406053 with the Ministry of Forest, Lands and Natural Resources and therefore authorize the Administrator to proceed. Further, the Village of Port Clements do not anticipate any changes will need to be made to the lease as our use of the area has not changed since the original lease was put in place.

Respectfully submitted:



File: 12800-20/6406053

January 15, 2016

Village of Port Clements  
PO Box 198  
Port Clements, British Columbia  
V0T 1R0

**BY EMAIL:** clerk@portclements.ca

Dear Kim Mushynsky:

Our records indicate the following *Land Act* tenures have already expired or are due to expire before March 31, 2017:

Lands File #	Location	Expiry Date	Current Use(s) according to Tenure Document	Comments
6406053	Port Clements	2016 12 24	boat launch ramp	

Please review these files to determine whether you would like to continue using these tenures, and notify us with your replacement request by February 26, 2016. During your review, please turn your mind to whether the current tenure will still meet your operational needs, or whether an amendment regarding usage or area is necessary. We especially would like to ensure all infrastructure and activities are captured accurately so we can ensure the tenure document includes the appropriate clauses. Please provide an updated management plan, site plan, and shape files if applicable, so we can amend the replacement tenure to include the appropriate uses and area under tenure for your planned activities.

Alternatively, please let us know if you no longer require the tenure, so that we may proceed with either closure or assignment to another party.

Please be advised that after expiry rent and royalties still accumulate on a month-to-month basis.

Ministry of Forests, Lands  
and Natural Resource  
Operations

Haida Gwaii Natural Resource District

Location:  
1229 Oceanview Drive  
Queen Charlotte, BC

Mailing Address:  
Box 39  
Queen Charlotte, BC

VOT 150

Tel: (250) 559-6200  
Fax: (250) 559-8342

NB-1

If you have any questions regarding the potential replacement, amendment, assignment, or termination of these tenures, or would like to discuss these options in further detail, please contact Colleen Gellein at (250) 559-6210 or e-mail [Colleen.Gellein@gov.bc.ca](mailto:Colleen.Gellein@gov.bc.ca).

Yours truly,

A handwritten signature in black ink, appearing to read 'Mark Salzl', written in a cursive style.

Mark Salzl, RPF  
Natural Resource Authorizations Officer  
Haida Gwaii Natural Resource District  
Ministry of Forests, Lands & Natural Resource Operations

# VILLAGE OF PORT CLEMENTS

## Cheque Listing For Council

2016-Jan-27  
11:47:54AM

Cheque #	Cheque Date	Vendor Name	General Ledger	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
160029	2016-01-16	BAYVIEWMARKET	10-2-12-99-30	20151231	PAYMENT 2015 PORT BUCKS CLAIM	3,000.00	3,000.00
160030	2016-01-16	BC HYDRO	30-2-41-50-00 40-2-42-90-40 10-2-71-89-30 10-2-32-50-00	20151222 20151222 20151222 20151222	PAYMENT DEC 2016 HYDRO DEC 2016 HYDRO DEC 2016 HYDRO DEC 2016 HYDRO	2,585.46 1,511.53 441.08 1,240.39	5,778.46
160031	2016-01-16	CORPORATE EXPRESS	10-2-12-11-00	39720225	PAYMENT OFFICE SUPPLIES	41.43	41.43
160032	2016-01-16	I COMPASS TECHNOLOGIES	10-2-11-10-40	16115	PAYMENT SERVICE AGREEMENT RENEWA	207.20	207.20
160033	2016-01-16	MasterCard, CUETS FINANCI.	10-2-12-10-10 10-2-11-10-50 10-2-12-11-60 10-2-12-11-10 10-2-12-11-20 30-2-41-20-00 30-2-41-40-00 10-2-24-70-20 10-2-71-89-30 10-2-31-00-00 30-2-41-30-20 40-2-42-90-20 10-2-11-10-30 10-2-12-14-10	20151231 20151231 20151231 20151231 20151231 20151231 20151231 20151231 20151231 20151231 20151231 20151231 20151231 20151231	PAYMENT WSBC COOKS CANADA POST GEEKSTORAGE MSFT INLAND BURKERT WSBC WSBC WSBC WSBC WSBC WSBC WSBC WSBC DEC 2016 MASTERCARD	319.49 313.35 190.40 96.42 158.06 25.60 451.58 18.66 12.45 107.27 107.27 107.27 107.27 57.53 (104.85)	1,860.50
160034	2016-01-16	MUNICIPAL INFORMATION S	10-2-12-11-20	20151756	PAYMENT FEB 2016 SUPPORT	305.98	305.98
160035	2016-01-16	Northern Communications	10-2-24-70-10	32318-01012016	PAYMENT JAN FIRE DISPATCH	163.07	163.07
160036	2016-01-16	OPUS DAYTONKNIGHT	11-3-53-25-00	13952	PAYMENT BIOMASS PROJECT	3,185.70	3,185.70
160037	2016-01-16	PUROLATOR INC.	30-2-41-40-00	429869721	PAYMENT SHIPPING FOR SOLINOID VALVE	51.87	51.87
160038	2016-01-16	SCHECK, Rowena	10-4-00-00-00	20160111	PAYMENT REFUND	800.00	800.00
160039	2016-01-16	TELUS COMMUNICATIONS I	10-2-71-21-15 10-2-71-21-15 10-2-71-21-15 30-2-41-50-00 30-2-41-50-00 10-2-71-21-15 10-2-24-70-10 30-2-41-50-00 10-2-71-21-15 40-2-42-90-40 10-2-24-70-10 10-2-24-70-10	20151228 20151228 20151228 20151228 20151228 20151228 20151228 20151228 20151228 20151228 20151228 20151228	PAYMENT Water Utilities DEC 2015 TELEPHONE SERVICE Firehall Utilies MPBC Utilities DEC 2015 TELEPHONE SERVICE Sewer Utilities DEC 2015 TELEPHONE SERVICE DEC 2015 TELEPHONE SERVICE DEC 2015 TELEPHONE SERVICE DEC 2015 TELEPHONE SERVICE DEC 2015 TELEPHONE SERVICE DEC 2015 TELEPHONE SERVICE	108.64 98.63 97.44 57.12 97.44 97.44 113.50 97.44 231.29 57.12 97.44 167.09	1,320.59
160045	2016-01-22	AARON-MARK SERVICES LT	11-3-53-25-00 11-3-53-25-00	2066131 2066260	PAYMENT BIOMASS PROJECT BIOMASS PROJECT	193.01 231.53	424.54
160046	2016-01-22	Board of School Trustees	10-2-71-21-15 10-2-71-21-10	1516-036 1516-036	PAYMENT SECURITY/UTILITIES SECURITY/UTILITIES	978.43 4,926.92	5,905.35

F-1

# VILLAGE OF PORT CLEMENTS

## Cheque Listing For Council

2016-Jan-27  
11:47:54AM

Cheque #	Cheque Date	Vendor Name	General Ledger	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
160047	2016-01-22	HARBOUR AUTHORITY ASSI	10-2-34-00-70	977	PAYMENT MEMBERSHIP DUES	150.00	150.00
160048	2016-01-22	Misty Cedar , Web Developme	10-2-12-11-10	597	PAYMENT 2016 IT SERVICES	1,500.00	1,500.00
160049	2016-01-22	VANCOUVER ISLAND REGIC	10-2-84-20-00	20160108	PAYMENT QUARTERLY LEVY	3,185.00	3,185.00
160050	2016-01-22	XEROX CANADA LTD.	10-2-12-11-30	f48559036	PAYMENT COPY SERVICE	48.32	48.32
160051	2016-01-22	BC BOILER SERVICES LTD	11-3-53-25-00	00001823	PAYMENT BIOMASS PROJECT	17,581.73	17,581.73
160052	2016-01-22	ESC Automation Inc.	11-3-53-25-00	15-3919-2	PAYMENT BIOMASS PROJECT	2,338.88	2,338.88
160053	2016-01-22	FAST First Aid & Survival Tec	10-2-25-00-00	071045	PAYMENT EMERGENCY PREPAREDNESS	336.00	336.00
160054	2016-01-22	KUPP, ADELE	10-3-27-00-01	20151231	PAYMENT 2015 BUSINESS FACADE	3,071.39	3,071.39
160055	2016-01-22	O'BRIEN ROAD & BRIDGE M,	10-2-32-37-10	05434	PAYMENT GRADING INDUSTRIAL ROAD	571.20	571.20
160056	2016-01-22	RECEIVER GENERAL - CCR/	10-4-27-00-10	2016 JAN	PAYMENT SOURCE DEDUCTIONS	3,788.27	3,788.27
160057	2016-01-22	Secretariat of the Haida Natio	10-2-31-00-20	HM2016_1	PAYMENT BOILER PLANS	400.15	400.15

**Total 56,015.63**

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



## ACTION ITEMS

<u>#</u>	<u>Date</u>	<u>Description</u>	<u>Lead</u>	<u>Follow up</u>
A16	15-10-2012	Bus Shelter	Staff	Councillor O'Brien Anderson expressed an interest in perhaps taking this on as a project
A21	15-07-2013	Drainage concern at far end between Park & Tingley include Yakoun Lane in drainage issue	Gaspar	Develop a plan for addressing this issue
A25	28-01-2014	Biomass heating system for Multiplex	Administrator	Commissioning to occur week of Feb. 8, 2016
A26	17-02-2014	Historic Councillor Plaque(s)	Administrator	Ordered placques Nov. 19, some should be in place in Council Chambers by Feb. 29, 2016
A27	05-05-2014	Park Management Committee	Administration	Finalize park management plans after results from questionnaire have been reviewed. Early October 2015
A30	19-10-2015	Mural for Community Hall (Community Futures)	Administration	2016 Strategic Planning process