



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 18, 2016

AGENDA

1. ADOPT AGENDA

2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS

3. MINUTES

M-1- January 04, 2016 Regular Council Meeting

4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS

5. ORIGINAL CORRESPONDENCE

- C-1- Skeena Queen Charlotte Regional District Board meeting highlights
- C-2- Request for letter of support for Skidegate Band Council
- C-3- Diocese of Caledonia Re: St. Marks property
- C-4- A.W. Vandermeer – Auditor resignation
- C-5- HGHIS Re: Request for letter of support

6. GOVERNMENT

7. FINANCE

- F-1- Cheque listing to January 14, 2016
- F-2- CIBC Bank statements December 31, 2015
- F-3- NSCU Bank Statements December 31, 2015

8. NEW BUSINESS

- B-1- Motion by Council to delete Danielle Dyssernick and add Glenda Saruga as a cheque signer
- B-2- Motions in regards to Gwaii Trust Infrastructure

9. REPORTS & DISCUSSIONS

10. ACTION ITEMS

- A-1- Follow up

11. QUESTIONS FROM THE PUBLIC & PRESS

Motion for Council to move in-camera per CC90(1)(i)

12. ADJOURNMENT



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

Present:

Mayor Gould
Councillor Daugert
Councillor Gaspar
Councillor O'Brien Anderson

CAO Kim Mushynsky
Public Works Superintendent Sean O'Donoghue
Deputy Clerk Glenda Saruga

Mayor Gould called the meeting to order at 7:05p.m.

1. ADOPT AGENDA.

2016-001 - Moved by Councillor Daugert, seconded by Councillor Gaspar
THAT the amended agenda be adopted. Amendment is the addition of NB-1 Gwaii Tel Fiber Optics line.
CARRIED

2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS.

D-1 – Alissa MacMullin – MIEDS Grant Writer - made a presentation to Council recapping work done in 2015 and the tentative work plan for 2016.

3. MINUTES.

M-1– December 21, 2015 Regular Council Meeting
2016-002-Moved by Councillor Daugert, seconded by Councillor Gaspar
THAT Council approve the December 21, 2015 Regular Council meeting minutes.
CARRIED

M-2 – December 18, 2015 Rec Committee meeting minutes
2016-003 – Moved by Councillor Gaspar, seconded by Councillor O'Brien Anderson
THAT Council approve the December 18, 2015 Rec Committee minutes.
CARRIED

4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS.

5. ORIGINAL CORRESPONDENCE

6. GOVERNMENT

7. FINANCE

F-1-Cheque listing to December 30, 2015

2016 - 004- Moved by Councillor O'Brien Anderson, seconded by Councillor Gaspar
THAT we receive and file the cheque listing to December 30, 2015.

CARRIED

8. NEW BUSINESS

NB-1 – Gwaii Tel Fiber Optics Line

2016-005 – Moved by Councillor Gaspar, seconded by Councillor Daugert

THAT Council accept the verbal update regarding the upcoming project to lay fiber optics cable through Port Clements as part of the Gwaii Tel island wide initiative and that Council request staff to bring the concerns and questions raised to the attention of Gwaii Tel – specifically the suggestion of an alternate route through town to avoid sewer and water line interference issues and the question of user access.

CARRIED

9. REPORTS & DISCUSSIONS

Mayor Gould- no report

Councillor Gaspar – no report

Councillor Daugert – New Year's Eve Dance at Community Hall starting year off on a positive note

Councillor O'Brien Anderson – no report

CAO Mushynsky – no report

Public Works Superintendent – biomass project update

10. ACTION ITEMS

11. QUESTIONS FROM THE PUBLIC & PRESS

2016-006 Moved by Councillor Gaspar, seconded by Councillor Daugert

THAT Council move in to an in-camera session per Community Charter Section 90-1-g

CARRIED

ADJOURNMENT

2016-007 – Moved by Councillor Gaspar, seconded by Councillor Daugert

THAT the meeting be adjourned at 8:40pm.

CARRIED

Ian Gould
Mayor

Kim Mushynsky
CAO



BOARD HIGHLIGHTS

December 11 & 12, 2015 Board Meeting

Board Business:

1. The Board received correspondence from the North Pacific Cannery requesting a letter or support for future grant applications that will be submitted to various agencies in securing funding for the North Pacific Conservation Project. The Board, unanimously, motioned to provide the requested letter of support to the North Pacific Cannery.
2. The Board, following receipt of correspondence from both the Ministry of Forests, Lands and Natural Resource Operations and BC Hydro with regard to the meetings held at the 2015 UBCM convention, motioned to send response correspondence to further address topics raised at the convention.
3. The Board received correspondence from the Union of B.C. Municipalities with regard to the receipt of the Skeena-Queen Charlotte Regional District's Gas tax Agreement Community Works Fund Payment in the amount of \$97,343.
4. The Board adopted a provisional 2016 Board meeting schedule in anticipation of coordinating final meeting dates with the Northwest Regional Hospital District. This schedule is now available on the Skeena-Queen Charlotte Regional District website.
5. As an annual practice, the Board made its 2016 appointments to the various external agencies, boards and committees that request Skeena-Queen Charlotte Regional District representation.
6. On December 12, 2015, the Board held its first round of budget discussions toward finalization of the 2016-2020 Five Year-Financial Plan. The next round of budget discussions is scheduled to take place on January 23, 2016 in Prince Rupert, B.C.

For complete details of the December 11th and 12th, 2015 Board meetings, the Agenda and Minutes are posted under "Quick Links" at www.sqcrd.bc.ca.

Kim Mushynsky

From: Dana Moraes <danalouisemoraes@gmail.com>
Sent: January-04-16 1:08 PM
To: d.daugert@portclements.ca; cao@portclements.ca
Subject: request for letter of support
Attachments: Project Plan - Heat Pumps for Community Buildings.docx; App. to CELP - Dec. 15, 2015 MOTION.docx; Business Case - SBC Energy Efficiency.xlsx

Hi Doug,

I was recently speaking with Don's Heat Pumps and he had mentioned that Port Clements was looking to install heat pumps in the community hall.

Skidegate is planning to apply to Gwaii Trust for matching funds to do the same thing.

I was hoping that we could write letters of support for each other?

Please find our proposed Project plan written for "community energy leadership program, which will be used to apply for matching funds to Gwaii Trust, Major Contributions.

Looking forward to talking more with your office.

Thank-you for your consideration,

Dana Moraes
Proposal Writer
Skidegate Band Council



BISHOP'S OFFICE
DIOCESE OF CALEDONIA
ANGLICAN SYNOD OFFICE: 201 - 4716 LAZELLE AVE.
TERRACE, BC V8G 1T2

Tel: 250-635-6016 **Fax:** 250-635-6026 **E-mail:** caledonia@telus.net

January 6, 2016

Chief Administrative Officer
Village of Port Clements
Box 198
Port Clements, BC V0T 1R0

Dear Kim,

At your request we have gone through our files and we are unable to locate any legally binding documentation regarding the former St. Mark's property.

In going over the information, it is clear to us the property was sold to the Village with the understanding the property would remain as is in perpetuity. However, we can find no record of this being stipulated in any legal documents.

Our position therefore would be that we would like the Village to honour the spirit of the verbal agreement and leave the property as it was intended, although we do not believe we have the right to enforce such an understanding.

Sincerely,

Rt. Rev. William Anderson
Bishop of Caledonia

Someone who seeks for anything in religion, other than God and the salvation of his soul,
will find nothing there but sorrow and trouble. (*Thomas a Kempis*)

January 11, 2016

Village of Port Clements
36 Cedar Avenue
Port Clements, BC
V0T1R0

Attention: Ms Kim Mushynsky

Dear Ms Mushynsky:

Effective immediately, I will be resigning as your auditor. I have reached this decision after substantial deliberation.

I will cooperate with your new auditor. To facilitate this process please send a letter authorizing me to make disclosure to your new auditor. Without this letter I am ethically prohibited from communicating your company's affairs. I look forward to helping you make a smooth transition with your new auditor.

If you have any questions or require further information please do not hesitate to contact me.

Yours truly,

A.W. Vandermeer & Associates

A.W. Vandermeer

Audrey A.W. Vandermeer, CPA, CGA

E-Mail: avandermeer@shawbiz.ca



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January 12, 2016

To: Audrey Vandermeer

Re: Resignation as Auditor for year ended December 31, 2015

Please consider this your authorization to disclose information regarding the Village of Port Clements in your efforts to find other auditing firms who may be interested in taking over the audit functions for our community. We appreciate your assistance in this endeavor but retain the right to make final determination on who we wish to use going forward.

At your earliest convenience we hope you can provide us with 2-3 possible firms and then we will follow up with a teleconference with them regarding their qualifications and plans if they were to be hired for the position. The Village of Port Clements will be coordinating with the Village of Masset and the Haida Gwaii Society for Community Peace as it is our belief that we would be more likely to secure an auditor if they knew they had multiple jobs on Haida Gwaii.

Sincerely,

Kim Mushynsky – CAO
Village of Port Clements



HAIDA GWAI
HIGHER EDUCATION SOCIETY

Village of Port Clements
36 Cedar Avenue West
Port Clements, Haida Gwaii/BC
V0T 1R0

January 12, 2016

RE: Request Letter of Support for Gwaii Trust Society Major Contribution Grant
Project: Haida Gwaii Semester in Reconciliation Studies in Masset & Old Massett

As you may know, since 2010 the Haida Gwaii Higher Education Society (HGhes) has provided senior undergraduate students the opportunity to study natural resource management on Haida Gwaii. These students have lived in Skidegate and Queen Charlotte, attended lectures at the Haida Heritage Centre at Kay Llnagaay, toured the forests and landscapes of the islands, met with local experts and knowledge-holders, and have become part of the Haida Gwaii community over their 14 weeks on-island. 180 students have completed our programs, including a dozen local Island residents.

The HGhes is looking to expand its operations from Skidegate into other communities of Haida Gwaii, in particular Old Massett and Masset, Port Clements and Sandspit. We would like to do more to support change in post-secondary education by following recommendations for education and research laid out in the Truth and Reconciliation Commission (TRC) findings. Accordingly, we aim to educate “Canadians about the diverse concepts, principles, and practices of reconciliation...[to advance] healing and transformative social change” (TRC, p. 243). At this moment, we are excited to begin planning a new undergraduate semester in Reconciliation Studies, and expanding our programs into the communities of Masset and Old Massett in January 2017.

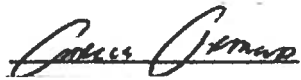
Based on our experience in Skidegate and Queen Charlotte, we expect several educational, employment and economic opportunities to accompany the Reconciliation Studies semester in Old Massett and Masset. In particular, HGhes will require student housing, classroom and office space, local guest speakers and educators, rental bikes, caterers, and other local services, which will promote local economic development.

To help with the project costs for the development and implementation of this new program in Old Massett and Masset, we are applying to the Gwaii Trust Society’s Major Contributions Grant for \$100,000. We would be grateful if we could include a letter of support for the HGhes, and the new semester in Old Massett and Masset, from the

Village of Port Clements in our application so that we may begin the expansion of HGHEs programming across the communities of Haida Gwaii. If you have any additional questions, please do not hesitate to contact me.

I look forward to hearing back from you.

Thank you for your time.



Carlos G. A. Ormond, Ph.D.
Executive Director
Haida Gwaii Higher Education Society
PO Box 927, Queen Charlotte, Haida Gwaii/BC
Office: 250-559-7885 ext. 232 Cell: 604-512-8254
Web: hghes.ca

VILLAGE OF PORT CLEMENTS

Cheque Listing For Council

Cheque #	Cheque Date	Vendor Name	General Ledger	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
160005	2016-01-08	A.L. CONDROTTE	11-3-53-25-00	1277	PAYMENT BIOMASS PROJECT	315.00	315.00
160006	2016-01-08	AARON-MARK SERVICES LT	10-2-24-70-00 10-2-71-21-00 11-3-53-25-00	1-9000569 1-9000569 2065382	PAYMENT Firehall Repairs & Maintenance COMMUNITY HALL/FIREHALL BIOMASS PROJECT	(53.91) (53.91) 5,751.91	5,644.09
160007	2016-01-08	BAYVIEW MARKET	10-4-00-00-00	20151218	PAYMENT XMAS HAMPERS	600.00	600.00
160008	2016-01-08	BIG RED	10-2-71-21-15	15391	PAYMENT WEEKLY CONTAINER SERVICE I	283.76	283.76
160009	2016-01-08	BLUE CROSS	10-4-27-00-30	32405	PAYMENT POLICY PREMIUMS	1,028.12	1,028.12
160010	2016-01-08	C. AND C. BEACHY CONTRA	11-3-53-25-00	10201	PAYMENT BIOMASS PROJECT	3,606.75	3,606.75
160011	2016-01-08	CIBC VISA	10-2-12-11-40 10-2-12-11-30	540989090324 9077764	PAYMENT STAPLES COPY PAPER AND CAI BASECAMP	80.03 28.21	108.24
160012	2016-01-08	D'N'A Fire Doctors Inc.	10-2-72-50-00 10-2-71-89-00 10-2-24-70-00 10-2-34-00-70	10280 10280 10280 10280	PAYMENT AMBULANCE PARK FIRE DEPARTMENT SMALL CRAFT HARBOUR	173.04 86.52 432.60 173.04	865.20
160013	2016-01-08	Dysserinck, Danielle	10-2-12-11-00	20160106	PAYMENT OFFICE SUPPLIES	23.13	23.13
160014	2016-01-08	EMCO CORPORATION	11-3-53-25-00 11-3-53-25-00	2803377-00 2803392-00	PAYMENT BIOMASS PROJECT BIOMASS PROJECT	696.96 138.87	835.83
160015	2016-01-08	ESC Automation Inc.	11-3-53-25-00	15-319-1	PAYMENT BIOMASS PROGRESS BILLING	11,691.54	11,691.54
160016	2016-01-08	GOLDEN SPRUCE MOTEL	10-4-00-00-00	20151231	PAYMENT BUSINESS FACADE	1,504.52	1,504.52
160017	2016-01-08	GOVERNMENT FINANCE OF	10-3-73-90-00	3130	PAYMENT MEMBERSHIP FEES	183.75	183.75
160018	2016-01-08	Haida Gwaii Forest Products C	11-3-53-25-00	1751	PAYMENT BIOMASS PROJECT	62.05	62.05
160019	2016-01-08	HARBOUR AUTHORITY ASS'	10-2-34-00-70	20160108	PAYMENT HARBOR AUTHORITY ASSN COM	275.00	275.00
160020	2016-01-08	Misty Isles Economic Developr	10-2-12-99-11 10-2-69-00-00	292 296	PAYMENT 2015 NDIIT ECON DVPT FUNDING NDIT GRANTWRITER FUNDING	50,000.00 10,500.00	60,500.00
160021	2016-01-08	O'BRIEN ROAD & BRIDGE M	10-2-32-37-10	05431	PAYMENT INDUSTRIAL ROAD MAINTENAN	438.76	438.76
160022	2016-01-08	Ooishi, Jiro	11-3-53-25-00	30112015	PAYMENT BIOMASS PROJECT	1,760.00	1,760.00
160023	2016-01-08	QCISLANDS NET	10-2-12-11-10	2016JAN02	PAYMENT ANNUAL FEE FOR DOMAIN HOS'	11.20	11.20
160024	2016-01-08	ROCKY'S EQUIPMENT SALE	11-3-53-25-00	7927	PAYMENT BIOMASS PROJECT	36.79	36.79
160025	2016-01-08	ROOTHAM SERVICES GROU	30-2-41-40-01	2138	PAYMENT WTP OUTDOOR LIGHTING	694.58	694.58

VILLAGE OF PORT CLEMENTS

Cheque Listing For Council

2016-Jan-14
1:16:59AM

Cheque		Vendor Name	General	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date		Ledger				
160026	2016-01-08	SKIDEGATE INLET CONSTR	10-2-32-37-10	4217	PAYMENT	784.00	1,537.20
			10-2-32-31-00	4217	3/4" CRUSH	753.20	
160027	2016-01-08	Stewart, McDannold, Stuart	10-2-12-10-50	71638	PAYMENT	53.76	53.76
					SEWER STATUTORY RIGHT OF \		
160028	2016-01-08	YAKOUN RIVER INN	10-2-12-99-30	20151231	PAYMENT	25.00	25.00
					2015 PORT BUCKS CLAIM		

Total 92,084.27

*** End of Report ***

F-1



CIBC Account Statement

VILLAGE OF PORT CLEMENTS

For Dec 1 to Dec 31, 2015

Account number
[REDACTED]

Branch transit number
[REDACTED]

The names shown are based on our current records, as of January 6, 2016. This statement does not reflect any changes in account holders and account holder names that may have occurred prior to this date.

Account summary

Opening balance on Dec 1, 2015		\$106,971.59
Withdrawals	-	1,870.93
Deposits	+	6,022.73
Closing balance on Dec 31, 2015	=	\$111,123.39

Your authorized overdraft limit: \$189,510.00

Contact information

1 800 465 CIBC (2422)

Contact us by phone for questions on this update, change of personal information, and general inquiries, 24 hours a day, 7 days a week.

TTY hearing impaired
1 800 465 7401

Outside Canada and the U.S.
1 902 420 CIBC (2422)

www.cibc.com

Transaction details

Date	Description	Withdrawals (\$)	Deposits (\$)	Balance (\$)
Dec 1	Opening balance			\$106,971.59
Dec 1	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		358.50	107,330.09
	DEBIT MEMO CHARGE FOR NOV CIBC EFT SERVICE CHARGE	39.00		107,291.09
Dec 2	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		179.25	107,470.34
Dec 3	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		363.88	107,834.22
Dec 4	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		428.65	108,262.87
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		212.25	108,475.12
Dec 7	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		60.00	108,535.12

(continued on next page)

CIBC Account Statement

Dec 1 to Dec 31, 2015

Account number: ██████████

Branch transit number: ████████

Transaction details (continued)

Date	Description	Withdrawals (\$)	Deposits (\$)	Balance (\$)
Dec 7	Balance forward			\$108,535.12
	CREDIT MEMO		179.25	108,714.37
	CREDIT UNION CENTRAL OF B.C.			
Dec 8	DEBIT MEMO	1,831.93		106,882.44
	SETTLEMENT: 0005			
	CIBC DATA CENTRE: 00			
Dec 9	CREDIT MEMO		317.25	107,199.69
	CREDIT UNION CENTRAL OF B.C.			
Dec 11	CREDIT MEMO		75.00	107,274.69
	CREDIT UNION CENTRAL OF B.C.			
Dec 14	CREDIT MEMO		179.25	107,453.94
	CREDIT UNION CENTRAL OF B.C.			
Dec 15	CREDIT MEMO		495.75	107,949.69
	CREDIT UNION CENTRAL OF B.C.			
Dec 17	CREDIT MEMO		300.00	108,249.69
	CREDIT UNION CENTRAL OF B.C.			
Dec 18	CREDIT MEMO		300.00	108,549.69
	CREDIT UNION CENTRAL OF B.C.			
Dec 21	CREDIT MEMO		1,309.45	109,859.14
	CREDIT UNION CENTRAL OF B.C.			
	CREDIT MEMO		50.00	109,909.14
	CREDIT UNION CENTRAL OF B.C.			
Dec 23	CREDIT MEMO		179.25	110,088.39
	CREDIT UNION CENTRAL OF B.C.			
Dec 24	CREDIT MEMO		179.25	110,267.64
	CREDIT UNION CENTRAL OF B.C.			
Dec 29	CREDIT MEMO		604.50	110,872.14
	CREDIT UNION CENTRAL OF B.C.			
Dec 31	CREDIT MEMO		251.25	111,123.39
	CREDIT UNION CENTRAL OF B.C.			
	Closing balance			\$111,123.39

F-2



STATEMENT OF ACCOUNTS

PO Box 94
Masset BC V0T 1M0

MASSET BRANCH 250-626-5231

MEMBER NUMBER [REDACTED]

STATEMENT DATE December 31, 2015

PAGE 1 of 11

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

DEMAND ACCOUNTS

Date	Description	Number	Withdrawals	Deposits	Balance
Business 75					
30Nov2015	Balance Forward				149,325.55
30Nov2015	Credit Interest Reversed 01Dec2015		163.81		149,161.74
30Nov2015	Monthly Service Fee Reversed 01Dec2015			55.00	149,216.74
27Nov2015	Entered 01Dec2015 Clearing Cheque	150555	6.00		149,210.74
27Nov2015	Entered 01Dec2015 Clearing Cheque	150562	1,275.00		147,935.74
27Nov2015	Entered 01Dec2015 Clearing Cheque	150572	3,159.22		144,776.52
30Nov2015	Credit Interest			163.33	144,939.85
30Nov2015	Monthly Service Fee		55.00		144,884.85
30Nov2015	Adjusted balance forward				144,884.85
01Dec2015	Pre-Authorized Credit - PROVINCE OF B.C			742.67	145,627.52
01Dec2015	Clearing Cheque	150574	13,851.00		131,776.52
01Dec2015	Clearing Cheque	150551	134.37		131,642.15
02Dec2015	Pre-Authorized Credit - UNION OF BC MUNICIPALITIES			33,108.14	164,750.29
02Dec2015	Clearing Cheque	150552	214.65		164,535.64
02Dec2015	Clearing Cheque	150567	336.85		164,198.79
02Dec2015	Clearing Cheque	150576	2,640.00		161,558.79
04Dec2015	Deposit			13,168.32	174,727.11
04Dec2015	Deposit			305.50	175,032.61
04Dec2015	Deposit			3,046.06	178,078.67
04Dec2015	Clearing Cheque	15057	82.70		177,995.97
04Dec2015	Clearing Cheque	150561	299.99		177,695.98
04Dec2015	Clearing Cheque	150568	349.45		177,346.53
04Dec2015	Clearing Cheque	150563	351.01		176,995.52
04Dec2015	Clearing Cheque	150557	7,711.20		169,284.32
07Dec2015	Pre-Authorized Credit - TAAN FOREST LIMITED PARTNERSHI			97.50	169,381.82
07Dec2015	Bill Payment BC Hydro 2328675 Vendor Confirmation: 8180	561557	10,163.13		159,218.69

continued...

Audit Confirmation

As part of our routine year-end audit procedures, our external auditors from the accounting firm KPMG LLP, have requested that you compare this statement to your own records. Please advise Jenna Siddle, via fax at: 604.691.3031 of any discrepancies.



STATEMENT OF ACCOUNTS

Village Of Port Clements

PO Box 94
Masset BC V0T 1M0

MASSET BRANCH 250-626-5231

MEMBER NUMBER ██████████

STATEMENT DATE December 31, 2015

PAGE 2 of 11

Date	Description	Number	Withdrawals	Deposits	Balance
Business 75					
07Dec2015	Bill Payment CIBC VISA 4503386141757010 Vendor Confirmation: 9181	561641	28.41		159,190.28
07Dec2015	Clearing Cheque	150553	110.00		159,080.28
09Dec2015	Pre-Authorized Debit - Municipal Pensi		1,061.68		158,018.60
09Dec2015	Clearing Cheque	150560	100.00		157,918.60
09Dec2015	Clearing Cheque	150558	347.00		157,571.60
09Dec2015	Clearing Cheque	150559	1,411.20		156,160.40
10Dec2015	Bill Payment Telus Communications 2285720649 Vendor Confirmation: 216266	487819	1,321.43		154,838.97
11Dec2015	Withdrawal	22	5,350.52		149,488.45
11Dec2015	Deposit			4,817.33	154,305.78
11Dec2015	Deposit			35,632.15	189,937.93
11Dec2015	Clearing Cheque	150591	73.84		189,864.09
11Dec2015	Clearing Cheque	150587	523.31		189,340.78
11Dec2015	Clearing Cheque	150582	2,719.75		186,621.03
11Dec2015	Clearing Cheque	150586	5,360.25		181,260.78
14Dec2015	Clearing Cheque	150588	21.00		181,239.78
15Dec2015	Clearing Cheque	150583	1,028.12		180,211.66
15Dec2015	Clearing Cheque	150571	3,000.00		177,211.66
15Dec2015	Clearing Cheque	150585	283.76		176,927.90
16Dec2015	Clearing Cheque	150601	28.38		176,899.52
17Dec2015	Bill Payment Credit Union MasterCard 5527497140094880 Vendor Confirmation: 377284	441693	1,230.25		175,669.27
17Dec2015	Charge Back - 901 Chq # 081 J. Wendel Piggot Service Charge		500.00		175,169.27
			6.50		175,162.77
18Dec2015	Deposit			3,226.84	178,389.61
18Dec2015	Clearing Cheque	150605	10.50		178,379.11
18Dec2015	Clearing Cheque	150620	600.00		177,779.11
21Dec2015	Clearing Cheque	381379	8,783.25		168,995.86
22Dec2015	Clearing Cheque	150616	92.99		168,902.87
22Dec2015	Clearing Cheque	150592	163.07		168,739.80
22Dec2015	Clearing Cheque	150600	578.68		168,161.12

continued...

News from our Board of Directors:

- **Call for Board Nominations:** Open from January 4, 2016 to February 29, 2016 in Prince Rupert, Queen Charlotte, and Terrace
- **Annual General Meeting:** Wednesday, May 4, 2016 in Prince Rupert



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STATEMENT OF ACCOUNTS

PO Box 94
Masset BC V0T 1M0

MASSET BRANCH 250-626-5231

MEMBER NUMBER [REDACTED]

STATEMENT DATE December 31, 2015

PAGE 3 of 11

Village Of Port Clements

Date	Description	Number	Withdrawals	Deposits	Balance
Business 75					
23Dec2015	Withdrawal	22	5,865.97		162,295.15
23Dec2015	Withdrawal	22	245.65		162,049.50
23Dec2015	Incoming Interac Email Money Transfer	2015122		30.00	162,079.50
23Dec2015	Outgoing Interac Email Money Transfer	2015122	743.71		161,335.79
	Service Charge		1.50		161,334.29
23Dec2015	Pre-Authorized Debit - Municipal Pensi		1,075.12		160,259.17
23Dec2015	Clearing Cheque	150584	525.00		159,734.17
23Dec2015	Clearing Cheque	150619	745.21		158,988.96
24Dec2015	Clearing Cheque	150629	464.01		158,524.95
27Dec2015	Transfer in from 643734 Masset cheq			250.00	158,774.95
29Dec2015	Transfer in from 109488 Masset cheq			600.00	159,374.95
29Dec2015	Clearing Cheque	150622	745.21		158,629.74
29Dec2015	Clearing Cheque	307381	39.90		158,589.84
30Dec2015	Deposit			2,552.38	161,142.22
30Dec2015	Deposit			3,967.46	165,109.68
31Dec2015	Transfer in from term 13			68,066.19	233,175.87
31Dec2015	Credit Interest			143.16	233,319.03
31Dec2015	Monthly Service Fee		55.00		233,264.03
Total Withdrawals and Deposits			86,033.55	169,972.03	

Number of Cheques 37

Membership Shares

30Nov2015	Balance Forward				38.37 (B)
Total Withdrawals and Deposits			.00	.00	

Business Simply Savings

30Nov2015	Balance Forward				408,767.20
31Dec2015	Credit Interest			329.81	409,097.01 (B)

continued...

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

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We need a resolution from Council to apply to Gwaii Trust Major Infrastructure for the following grants for the January 24, 2016 deadline:

Engineering study for Water Distribution - approximately \$75,000.00 total project – Village of Port Clements covering \$37,500.00 which is 50%. Village funding to come from Accumulated Water Reserves. Remaining 50% being requested from Gwaii Trust.

Playground equipment purchase – approximately \$40,128.48 total project – Donations being held by Village in the amount of \$10,500 for this project – applying to Gwaii Trust for \$20,064.00, \$4,261.00 to come out of Rec Committee Reserve and the balance of \$5,303.48 to come out of Accumulated General Reserve.

Path Extension project – approximately \$101,000.00 total project – Village of Port Clements covering \$50,500.00 which is 50% and will come from the Provincial Community Works Grant and the remaining 50% will be requested from Gwaii Trust.



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 Jan. 18, 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