



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 January 19, 2015

AGENDA

**1. ADOPT AGENDA.**

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

**3. MINUTES**

M-1-January 19, 2015 Regular Council Meeting

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

**5. ORIGINAL CORRESPONDENCE**

C-1-Edge of the World Music Festival on Haida Gwaii letter of support request

C-2-Public response letter to Zoning Bylaw Changes Public Meeting December 8, 2014

C-3-Village of Queen Charlotte Gwaii Trust – Major Contributions letter of support request

**6. GOVERNMENT**

G-1-Bylaw No.419 amendment to Zoning Bylaw #184, 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> Readings.

**7. FINANCE**

F-1-Cheque listing to December 30, 2014.

F-2-Northern Savings Credit Union bank statement for December 2014

F-3-Canadian Imperial Bank of Commerce bank statement for December 2014

**8. NEW BUSINESS**

NB-1- Report to Council – Authorization to apply for funding

**9. ACTION ITEMS**

A-1-See attached

**10. REPORTS & DISCUSSIONS**

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

Motion to adjourn to in camera meeting under *Community Charter* section 90(1)(i).

**ADJOURNMENT**



The Village of  
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**Minutes of the regular meeting of the Port Clements Council held January 9, 2015 in Council Chambers.**

Present:

Mayor Gould  
Councillor Daugert  
Councillor Gaspar  
Councillor Cunningham

Deputy Clerk/Treasurer – Sharon Ferretti

Regrets: Councillor O'Brien Anderson

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

**1. ADOPT AGENDA.**

2015-001 - Moved by Councillor Daugert, seconded by Councillor Cunningham  
THAT the agenda be adopted as presented.

**CARRIED**

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

**3. MINUTES.**

M-1 – December 15, 2014 Regular Council Meeting

2015-002 – Moved by Councillor Gaspar, seconded by Councillor Daugert  
THAT we accept the December 15, 2014 Regular Council meeting minutes as presented.

**CARRIED**

M-2 – December 2, 2014 Centennial Committee Meeting

2015-003 – Moved by Councillor Gaspar, seconded by Councillor Cunningham  
THAT we accept the December 2, 2014 Centennial Committee minutes as presented.

**CARRIED**

M-3 – May 22, 2014 Emergency Management Commission Meeting

2015-004 – Moved by Councillor Daugert, seconded by Councillor Cunningham  
THAT we accept the May 22, 2014 Emergency Management Commission Meeting minutes as presented.

**CARRIED**

M-4 – August 21, 2014 Emergency Management Commission Meeting

2015-005 – Moved by Councillor Daugert, seconded by Councillor Cunningham  
THAT we accept the August 21, 2014 Emergency Management Commission Meeting minutes as presented.

**CARRIED**

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

BA-1 – Ruralcom cell tower on Village property

2015-006 – Moved by Councillor Daugert, seconded by Councillor Cunningham

THAT we ratify the email poll to allow Ruralcom to set up a cell tower on Village property.

**CARRIED**

#### **5. ORIGINAL CORRESPONDENCE**

C-1- Skeena Queen Charlotte Regional District December 12, 2014 Board Highlights

2015-007 – Moved by Councillor Daugert, seconded by Councillor Cunningham

THAT we receive and file the Skeena Queen Charlotte Regional District December 12, 2014 Board Highlights.

**CARRIED**

C-2- Skeena Queen Charlotte Regional District re: North Coast Needs for Emergency Marine Response

2015-008 - Moved by Councillor Cunningham, seconded by Councillor Daugert

THAT we receive and file the Skeena Queen Charlotte Regional District re: North Coast Needs for Emergency Marine Response.

**CARRIED**

C-3- GwaiiTel Update

2015-009 - Moved by Councillor Daugert, seconded by Councillor Cunningham

THAT we receive and file the GwaiiTel Update.

#### **6. GOVERNMENT**

#### **7. FINANCE**

F-1-Cheque Listing to December 30, 2014

2015-010 – Moved by Councillor Cunningham, seconded by Councillor Daugert

THAT we receive and file cheque listing to December 30, 2014.

**CARRIED**

#### **8. NEW BUSINESS**

NB-1- NDI Accountability Agreement – Economic Diversification Infrastructure Program

2015-011 – Moved by Councillor Cunningham, seconded by Councillor Daugert

THAT we authorize Village staff to sign the NDI Accountability Agreement – Economic Diversification Infrastructure Program contract.

**CARRIED**

#### **9. REPORTS & DISCUSSIONS**

R-1-Report to Council – Internet Infrastructure Letters of Support

2015-012 – Moved by Councillor Cunningham, seconded by Councillor Daugert

THAT we provide a Letter of Support to Digital Canada 150 in support of GwaiiTel Society's application in this all islands initiative.

**CARRIED**

R-2-Village of Masset Letter of Support

2015-013 – Moved by Councillor Daugert, seconded by Councillor Cunningham

THAT we provide a Letter of Support to Gwaii Trust in support of the Village of Masset's application for upgrades to their community hall.

**CARRIED**

Councillor Cunningham – VIRC AGM Jan 23rd; new baby boy on Christmas day – Sean Patrick

Councillor Daugert – MIEDS postponed their meeting; Community Hall Society meeting Wed, Jan 14<sup>th</sup>

Mayor Gould – Fireworks were amazing; high attendance; Regional District meeting Jan 22<sup>nd</sup>; phone meeting with NDI Jan 9<sup>th</sup>

Councillor Gaspar – Fireworks were amazing, hope we can continue to do each year

Deputy Clerk Ferretti – Fireworks was awesome; CAO returns Mon, Jan 12<sup>th</sup>; Carey Thwaites leaving; Superintendent away Jan 16 – 26<sup>th</sup>; Haida Gwaii Trader's new look

**10. ACTION ITEMS**

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

**ADJOURNMENT**

2015-014 – Moved by Councillor Daugert, seconded by Councillor Cunningham  
THAT the meeting be adjourned at 8:06p.m.

**CARRIED**

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Ian Gould  
Mayor

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Sharon Ferretti  
Deputy Clerk

## Kim Mushynsky

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**From:** janet\_rigg xplornet.ca <janet\_rigg@xplornet.ca> on behalf of Janet Rigg  
<sewnart@haidagwaii.net>  
**Sent:** January-10-15 3:20 PM  
**To:** Kim Mushynsky  
**Subject:** EOTW Letter of Support  
**Attachments:** ARTS 13 Letters of Support SBC\_VQC\_VOM\_LitHG\_HGArtsC.pdf; Untitled attachment 00080.htm

Hi Kim,

I was wondering if I could ask the Village of Port Clements to write a letter of support for the Edge of the World Music Festival on Haida Gwaii. We are once again applying to the BC Arts Council through their "Project Assistance - Community Arts Festivals" program. We are applying for the maximum \$7500 grant.

As you know, EOTW has aimed to provide an ever improving concert experience for the people of Haida Gwaii. This has meant a significant improvement in stage and sound, as well as an increase in the quality of talent we invite to our festival. As a result, our festival has become increasingly relevant to the youth of Haida Gwaii - which has benefits, but also brings some concerns. It is our aim to improve in the areas of security and camping, working towards maintaining the Edge of the World Music Festival as a family event.

The BC Arts Council grant will provide important money to be used to pay for increasing production costs as well as artist remuneration. This will free up the necessary money to buy more security equipment, make much needed physical improvements to the on site camping area, as well as increase security and preparedness in the on site camping area.

I'm attaching a basic template for a letter of support you can personalize. The deadline for the application is January 30th.

I hope we can count on your support,  
Many thanks,  
Janet

Janet Rigg  
EOTW Festival Director  
[www.edgefestival.com](http://www.edgefestival.com)

[sewnart@haidagwaii.net](mailto:sewnart@haidagwaii.net)  
[www.sewnart.ca](http://www.sewnart.ca)

Village of Port Clements

Box 189

Port Clements, BC

VOT 1R0

December 5, 2014

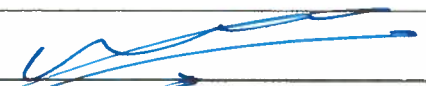

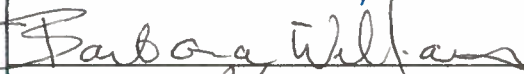
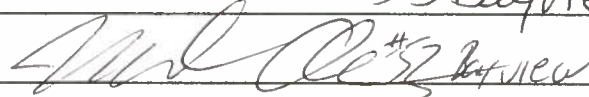
RE: Zoning Bylaw Changes Public Meeting Dec 8 2014

We the undersigned object to the rezoning of the land under question from Resource to Marine Industrial.

The plan to leave a 10 metre buffer along the waterfront except where the foreshore will be altered to build the new ramp will not hide anything. The land rises behind the waterfront and all of the industrial development is visible from the town. Residents across Stewart Bay can see the scrap that is being left on the newly cleared property and it's an eyesore.

Stewart Bay is a sheltered area that is used by migratory birds and water mammals as well as being an estuary for Rennie Creek which has a yearly return of trout and salmon

My concerns are with the environmental hazards and the aesthetics of the waterfront of Port Clements. I object to the environmental degradation that will occur with an additional dryland sort and barge access ramp in the Port Clements Industrial Park. Why is this under discussion when Haida Gwaii Forest Products (HGFP) and O'Brien and Fuerst each have dryland sorts and HGFP has an active barge loading/unloading ramp? Norm Tapp and Dave Froese should talk to the owners of HGFP and O'Brien's to see if they can come up with a business arrangement.

Wayne Nicol		
TRAVIS O'BRIEN		#7 Bayview Dr
Ronda Bell	Ronda Bell	67 Bayview
Barbara Williams		#53 Bayview
Mike Afen		#53 Bayview
Rhea Bell		67 Bayview
Al Conduetto		63 BAYVIEW
Marion Pierce		63 Bayview



January 14, 2015

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

**Re: Letter of Support Request- Gwaii Trust- Major Contributions**

The Village of Queen Charlotte requests your support for our application to Gwaii Trust under the Mayor Contributions Program due January 30, 2015. We are applying for \$188,000.00 in matching contributions to go towards our Queen Charlotte Boat Launch Upgrade project.

The existing boat ramp design is a simple cement ramp extending into the bay, with no barriers or dock to assist and defend boats against the elements while launching. The ramp is poorly reinforced and under threat of complete deterioration as the rock protection along both edges of the ramp has been undermined by wave forces exposing the ramp structure which is now rapidly eroding.

The existing launch is failing to the point where users are seeking alternatives and towing boats to other launches hours away creating a situation where recreational and tourism opportunities are lost which negatively impacts visitors' experience and the local economy.

We would like to upgrade the boat launch ramp and greatly improve the functionality of the facility by constructing a protective access barrier, a floating walk-way, an expanded parking area, and improving the drainage.

The Village of Queen Charlotte would be grateful if you could provide us with a letter of support to allow us to proceed with our Gwaii Trust application.

If you require any additional information please contact the office at 250 559 4765.

Sincerely,

Lori Wiedeman, Chief Administrative Officer

**VILLAGE OF PORT CLEMENTS**

**BYLAW NO.419, 2014**

**Being a bylaw to amend the Zoning Bylaw #184, 1990**

In response to a public meeting about the rezoning request of a portion of Lot 2910 in the Industrial Park, the Village of Port Clements, in open meeting, proposes to add a sub-category of zoning category M2 (Marine Industrial) with modified wording.

Attached is the new wording created for zoning category M2A (Marine Industrial Sub-category A)

READ A FIRST TIME THIS 19<sup>th</sup> DAY OF January, 2015.

READ A SECOND TIME THIS DAY OF \_\_\_\_\_, 2015.

READ A THIRD TIME THIS DAY OF \_\_\_\_\_, 2015.

RECONSIDERED AND FINALLY ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2015.

\_\_\_\_\_  
IAN GOULD  
MAYOR

\_\_\_\_\_  
KIM MUSHYNSKY  
CAO

\_\_\_\_\_  
CERTIFIED A TRUE COPY OF VILLAGE OF  
PORT CLEMENTS ZONING AMENDMENT, BYLAW NO. 419, 2014



## **MARINE INDUSTRIAL AMENDED ZONE (M-2-A)**

### **INTENT:**

This zone is intended to accommodate and regulate the development of marine and foreshore activities of an Industrial nature, specific to District Lot 2910. This zone, except as spelled out below, will have the same rights and privileges as M-2.

### **PERMITTED USES:**

In the Marine Industrial Amended Zone (M-2-A) land and structures may only be used for the following uses:

All uses identified in Marine Industrial (M-2) **EXCLUDING** watering/dewatering of wood. Activities of this nature are strictly prohibited in zone M-2-A.

### **CONDITIONS OF USE:**

This zone has the requirement of a 10 metre leave strip of natural vegetation from the high-tide mark inland as well as the creation of a berm on the upland side of the leave strip at least 2 metres above the working surface to serve as mitigation for both noise and visual impacts. In the leave strip small trees and shrubbery shall not be removed so that a green "wall" is maintained to absorb/deflect noise and protect the visual from being Industrial in nature. The only exception to this buffer zone is the inland berth along with a 20 metres buffer down the side of the berth where equipment and merchandise for transportation could be placed. In addition, equipment is not to be used on the beach except for the 20 meter zone running alongside the inland channel.

### **BUILDING HEIGHT:**

In the Marine Industrial Amended Zone (M-2-A) the maximum height of any building, structure or piece of equipment shall not exceed 18.0 metres.

# VILLAGE OF PORT CLEMENTS

## Cheque Listing For Council

2015-Jan-15  
8:34:09AM

Cheque #	Date	Vendor Name	General Ledger	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
140592	2014-12-30	WEIGUM, SHIRLEY			PAYMENT		1,150.00
			10-2-12-14-10	28	JANITORIAL DECEMBER+ST.MAI	462.00	
			10-2-71-21-20	28	JANITORIAL DECEMBER+ST.MAI	253.00	
			10-2-71-21-11	28	JANITORIAL DECEMBER+ST.MAI	242.00	
			10-2-71-89-00	28	JANITORIAL DECEMBER+ST.MAI	143.00	
			10-2-72-91-00	28	St. Mark's Sing-A-Long	50.00	
150011	2015-01-12	Ferretti, Sharon			PAYMENT		107.12
			10-2-12-10-20	MileageJan2015	TRAVEL X2 MASSET-BANK DEPC	107.12	
150012	2015-01-12	QCISLANDS NET			PAYMENT		11.20
			10-2-24-70-00	JAN 2015	INTERNET AT FIREHALL	10.70	
			10-3-22-00-00	JAN 2015	GST	0.50	
150013	2015-01-12	Angela's Place-Social Cafe & I			PAYMENT		600.02
			40-2-42-90-60	Dec2014	DIESEL	10.00	
			30-2-41-40-10	Dec2014	DIESEL	20.01	
			10-2-31-90-00	Dec2014	DIESEL	20.01	
			10-2-12-99-30	PortBucks2014	2014 PORT BUCKS REDEMPTION	550.00	
150014	2015-01-12	BAYVIEW MARKET			PAYMENT		3,225.00
			10-2-12-99-30	PortBucks2014	2014 PORT BUCKS REDEMPTION	3,225.00	
150015	2015-01-12	BIG RED			PAYMENT		253.58
			10-2-71-21-15	14455	WEEKLY CONTAINER SERVICE	253.58	
150016	2015-01-12	BLUE CROSS			PAYMENT		1,335.37
			10-4-27-00-30	Jan2015	PREMIUMS DEC 2014	1,335.37	
150017	2015-01-12	Board of School Trustees			PAYMENT		369.25
			10-2-71-21-15	1415-049	DEC GRAYDON SECURITY+PRO	29.95	
			10-2-71-21-10	1415-049	DEC GRAYDON SECURITY+PRO	322.72	
			10-3-22-00-00	1415-049	GST	16.58	
150018	2015-01-12	C. AND C. BEACHY CONTRA			PAYMENT		210.00
			10-2-34-00-20	10097	TRENCH FOR LIGHTS, REMOVE	210.00	
150019	2015-01-12	North Lands Water & Sewer S			PAYMENT		1,014.75
			40-2-42-90-50	19853	PIPES, TEES, PLUGS, VALVES, CE	969.43	
			10-3-22-00-00	19853	GST	45.32	
150020	2015-01-12	PORT AIR CARGO			PAYMENT		21.00
			10-2-34-00-20	VOPC1214	DELIVERY FROM AMS	21.00	

**Total 8,297.29**

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

F-1

# STATEMENT OF ACCOUNTS

PO Box 94  
Masset BC V0T 1M0

MASSET BRANCH 250-626-5231

MEMBER NUMBER 56440

STATEMENT DATE December 31, 2014

PAGE 1 of 10

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

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## DEMAND ACCOUNTS

Date	Description	Number	Withdrawals	Deposits	Balance
<b>Business 75</b>					
30Nov2014	Balance Forward				433,902.07
30Nov2014	Credit Interest Reversed 01Dec2014		344.14		433,557.93
30Nov2014	Monthly Service Fee Reversed 01Dec2014			55.00	433,612.93
27Nov2014	Entered 01Dec2014 Clearing Cheque	140513	450.00		433,162.93
30Nov2014	Credit Interest			344.09	433,507.02
30Nov2014	Monthly Service Fee		55.00		433,452.02
30Nov2014	Adjusted balance forward				433,452.02
01Dec2014	Pre-Authorized Credit - PROVINCE OF B.C			742.67	434,194.69
03Dec2014	Clearing Cheque	140528	58.75		434,135.94
03Dec2014	Clearing Cheque	140527	337.31		433,798.63
03Dec2014	Clearing Cheque	140530	3,966.80		429,831.83
03Dec2014	Clearing Cheque	140533	800.00		429,031.83
03Dec2014	Clearing Cheque	140531	1,100.00		427,931.83
03Dec2014	Clearing Cheque	140511	1,782.14		426,149.69
04Dec2014	Clearing Cheque	140519	47.04		426,102.65
04Dec2014	Clearing Cheque	140512	450.00		425,652.65
04Dec2014	Clearing Cheque	140538	1,076.24		424,576.41
04Dec2014	Clearing Cheque	140518	1,200.00		423,376.41
04Dec2014	Clearing Cheque	140521	3,000.00		420,376.41
04Dec2014	Clearing Cheque	140517	40,000.00		380,376.41
04Dec2014	Clearing Cheque	140516	87.08		380,289.33
04Dec2014	Bill Payment BC Hydro 2328675 Vendor Confirmation: 522824	103633	5,049.69		375,239.64
04Dec2014	Bill Payment CIBC VISA 4503386141757010 Vendor Confirmation: 524325	103790	71.57		375,168.07
04Dec2014	Clearing Cheque	140500	110.00		375,058.07
04Dec2014	Clearing Cheque	140526	18.49		375,039.58
04Dec2014	Clearing Cheque	140515	294.11		374,745.47
10Dec2014	Clearing Cheque		200.22		374,545.25

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 Lisa Mooi, via fax at: 604.691.3031 of any discrepancies. *LM*

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Village Of Port Clements

## STATEMENT OF ACCOUNTS

PO Box 94  
Masset BC V0T 1M0

**MASSET BRANCH** 250-626-5231  
-----  
**MEMBER NUMBER** 56440  
-----  
**STATEMENT DATE** December 31, 2014  
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**PAGE** 2 of 10  
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Date	Description	Number	Withdrawals	Deposits	Balance
<b>Business 75</b>					
11Dec2014	Clearing Cheque	140550	47.27		374,497.98
12Dec2014	Clearing Cheque	140555	75.00		374,422.98
12Dec2014	Clearing Cheque	140553	1,250.00		373,172.98
13Dec2014	Deposit			4,927.11	378,100.09
15Dec2014	Bill Payment Credit Union MasterCard 5527497140094880 Vendor Confirmation: 546876	624623	4,699.04		373,401.05
15Dec2014	Bill Payment Telus Communications 2285720649 Vendor Confirmation: 547878	624734	1,338.15		372,062.90
15Dec2014	Clearing Cheque	140539	1,335.37		370,727.53
16Dec2014	Clearing Cheque	140535	79.22		370,648.31
16Dec2014	Clearing Cheque	140501	14,536.23		356,112.08
17Dec2014	Pre-Authorized Credit - UNION OF BC MUNICIPALITIES			66,216.28	422,328.36
17Dec2014	Clearing Cheque	140548	375.29		421,953.07
17Dec2014	Clearing Cheque	140554	7,986.00		413,967.07
19Dec2014	Clearing Cheque	140568	630.00		413,337.07
20Dec2014	Transfer in from 604207 Masset cheq			54.65	413,391.72
23Dec2014	Clearing Cheque	140552	196.00		413,195.72
23Dec2014	Clearing Cheque	140569	2,206.07		410,989.65
24Dec2014	Clearing Cheque	140524	275.00		410,714.65
24Dec2014	Deposit			2,166.41	412,881.06
24Dec2014	Deposit			3,400.57	416,281.63
24Dec2014	Deposit			561.00	416,842.63
24Dec2014	Clearing Cheque	140574	126.00		416,716.63
24Dec2014	Clearing Cheque	140541	158.99		416,557.64
24Dec2014	Clearing Cheque	140564	334.83		416,222.81
24Dec2014	Clearing Cheque	140537	1,070.75		415,152.06
24Dec2014	Clearing Cheque	140566	1,381.76		413,770.30
24Dec2014	Transfer in from 109488 Masset cheq			550.00	414,320.30
24Dec2014	Clearing Cheque	140563	24.19		414,296.11
24Dec2014	Clearing Cheque	140570	299.99		413,996.12
24Dec2014	Clearing Cheque	140549	6,453.94		407,542.18
30Dec2014	Clearing Cheque	140551	183.75		407,358.43

continued...

### News from our Board of Directors:

- **Call for Board Nominations:** Open from January 2 - February 28, 2015 in Masset, Prince Rupert, and Terrace
- **Director Elections:** In-branch voting for Directorship will take place in Masset, Prince Rupert, and Terrace from April 8 until April 10, 2015
- **Annual General Meeting:** will take place on Wednesday, April 15, 2015 in Prince Rupert

For more information visit your local branch or [www.northsave.com](http://www.northsave.com)



[www.northsave.com](http://www.northsave.com)

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Village Of Port Clements

## STATEMENT OF ACCOUNTS

PO Box 94  
Masset BC V0T 1M0

**MASSET BRANCH** 250-626-5231

**MEMBER NUMBER** 56440

**STATEMENT DATE** December 31, 2014

**PAGE** 3 of 10

Date	Description	Number	Withdrawals	Deposits	Balance
<b>Business 75</b>					
30Dec2014	Clearing Cheque	140581	344.86		407,013.57
30Dec2014	Clearing Cheque	140560	612.29		406,401.28
31Dec2014	Incoming Interac Email Money Transfer	2014123		30.00	406,431.28
31Dec2014	Credit Interest			337.99	406,769.27
31Dec2014	Monthly Service Fee		55.00		406,714.27
<b>Total Withdrawals and Deposits</b>			<b>106,573.57</b>	<b>79,385.77</b>	

Number of Cheques 41

### Membership Shares

30Nov2014	Balance Forward				37.70
<b>Total Withdrawals and Deposits</b>			<b>.00</b>	<b>.00</b>	

### Business Simply Savings

30Nov2014	Balance Forward				404,430.28
31Dec2014	Credit Interest			429.36	404,859.64
<b>Total Withdrawals and Deposits</b>			<b>.00</b>	<b>429.36</b>	

### TERM DEPOSITS

Date	Description	Withdrawals	Deposits	Balance
<b>Term 4: Short Term GSP (30 - 364 Days) -</b>				
30Nov2014	Balance Forward			11,267.34
Start 30Apr2014 - Rate 1.0000% - NextInt 30Jan2015 - Matures 30Jan2015				
<b>Term 7: 12 - 60 Month Term -</b>				
30Nov2014	Balance Forward			255,375.00
Start 13Feb2013 - Rate 2.1500% - NextInt 13Feb2015 - Matures 13Feb2016				

continued...

"Will I have enough  
money for my  
retirement?"

Let's figure it  
out together.

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or visit your local branch.

[www.northsave.com](http://www.northsave.com)

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**NORTHERN SAVINGS**  
CREDIT UNION

Village Of Port Clements

**STATEMENT OF ACCOUNTS**

PO Box 94  
Masset BC V0T 1M0

MASSET BRANCH 250-626-5231  
MEMBER NUMBER 56440  
STATEMENT DATE December 31, 2014  
PAGE 4 of 10

Date	Description	Withdrawals	Deposits	Balance
<b>Term 10: 3 Year Harvest Term -</b>				
30Nov2014	Balance Forward			758,250.00
Start 21Nov2013 - Rate 2.0000% - NextInt 21Nov2015 - Matures 21Nov2016				
<b>Term 11: Short Term GSP (30 - 364 Days) -</b>				
30Nov2014	Balance Forward			133,481.29
31Dec2014	Credit Interest		874.03	134,355.32
Start 31Dec2014 - Rate 1.0000% - NextInt 27Aug2015 - Matures 27Aug2015				
<b>Term 12: 12 - 60 Month Term -</b>				
30Nov2014	Balance Forward			300,000.00
Start 04Jul2014 - Rate 1.6000% - NextInt 04Jul2015 - Matures 04Jan2016				

Assets	Canadian Dollars	US Dollars
Chequing	406,714.27	.00
Savings	404,859.64	.00
Terms	1,459,247.66	.00
Registered Plans	.00	.00
Shares	37.70	.00
<b>Total Assets</b>	<b>2,270,859.27</b>	<b>.00</b>
Liabilities	Canadian Dollars	US Dollars
Line of Credit	.00	.00
Over limit LOC/overdraft	.00	.00
Loans	.00	.00
Mortgage	.00	.00
<b>Total Liabilities</b>	<b>.00</b>	<b>.00</b>
	<b>.00</b>	<b>.00</b>

Over limit Lines of Credit / Overdrafts interest rate is 24.0000

continued...

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## CIBC Account Statement

VILLAGE OF PORT CLEMENTS

For Dec 1 to Dec 30, 2014

The names shown are based on our current records, as of January 6, 2015. This statement does not reflect any changes in account holders and account holder names that may have occurred prior to this date.

**Account number**  
93-00813

**Branch transit number**  
00180

### Account summary

Opening balance on Dec 1, 2014		\$28,315.91
Withdrawals	-	26,675.67
Deposits	+	44,010.69
<b>Closing balance on Dec 30, 2014</b>	<b>=</b>	<b>\$45,650.93</b>

### 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			\$28,315.91
Dec 1	DEPOSIT		40,000.00	68,315.91
	CREDIT MEMO		180.00	68,495.91
	CREDIT UNION CENTRAL OF B.C.			
	DEBIT MEMO	64.40		68,431.51
	CHARGE FOR NOV			
	CIBC EFT SERVICE CHARGE			
Dec 2	CREDIT MEMO		533.00	68,964.51
	CREDIT UNION CENTRAL OF B.C.			
Dec 3	CREDIT MEMO		6.48	68,970.99
	INT @ 0.2500%			
	CIBC-AUTOMATED INTEREST SYSTEM			
Dec 4	CREDIT MEMO		174.00	69,144.99
	CREDIT UNION CENTRAL OF B.C.			
Dec 5	CREDIT MEMO		123.22	69,268.21
	CREDIT UNION CENTRAL OF B.C.			
	TRANSFER	11,201.74		58,066.47
	TO: 00180/09-92011			

(continued on next page)

**CIBC Account Statement**

Dec 1 to Dec 30, 2014

Account number: 93-00813

Branch transit number: 00180

**Transaction details (continued)**

Date	Description	Withdrawals (\$)	Deposits (\$)	Balance (\$)
Dec 5	Balance forward			<b>\$58,066.47</b>
Dec 8	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		170.00	58,236.47
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		364.00	58,600.47
Dec 9	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		310.50	58,910.97
Dec 10	DEBIT MEMO SETTLEMENT: 0111 CIBC DATA CENTRE: 00	6,331.31		52,579.66
Dec 15	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		174.00	52,753.66
Dec 16	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		200.00	52,953.66
Dec 17	DEBIT MEMO Dec 17, 2014 Municipal Pensi	1,101.50		51,852.16
Dec 22	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		200.00	52,052.16
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		200.00	52,252.16
	DEBIT MEMO SETTLEMENT: 0112 CIBC DATA CENTRE: 00	6,056.42		46,195.74
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		150.00	46,345.74
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		138.50	46,482.24
Dec 23	CHEQUE 56017545 140573	510.99		45,971.25
Dec 24	DEBIT MEMO Dec 24, 2014 Municipal Pensi	1,409.31		44,561.94
Dec 29	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		40.00	44,601.94
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		117.99	44,719.93
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		757.00	45,476.93
Dec 30	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		174.00	45,650.93
	<b>Closing balance</b>			<b>\$45,650.93</b>





The Village of  
**PORT CLEMENTS**  
*"Gateway to the Wilderness"*

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PO Box 198  
Port Clements, BC  
V0T1R0  
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Public Works :250-557-4326  
FAX :250-557-4568  
Email : office@portclements.ca  
Web : www.portclements.ca

## REQUEST TO COUNCIL

Author: Kim Mushynsky  
Date: January 14, 2015  
Re: **Authorization to apply for funding**

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Background: Gwaii Trust Major Infrastructure funding deadline is January 30, 2015. I seek authorization from Council to apply for funds for both the Fire Department for SCBA gear and the Village for a funding to purchase a generator and tie it into the Multiplex and Gymnasium for emergency situations.

In addition, there is a Building Canada Fund with a February 13, 2015 funding deadline. I seek authorization from Council to apply for funds for the Village for a comprehensive review of our water treatment and distribution system per the attached terms and conditions.

Recommendation: Council make a motion for each of the funding requests:

Example for application #1 – I move that the Village of Port Clements authorize the Administrator to apply for funding to the Gwaii Trust Major Infrastructure program to assist in the purchase of SCBA gear for the Fire Department.

Respectfully submitted:

## **Village of Port Clements Water System Study**

The Village of Port Clements water supply system consists of two operational wells pumping to three elevated water storage tanks through a greensand filtration system with pre and post filtration chlorination by a calcium hypochlorite puck system. The water is then pumped from the storage tanks to the community distribution system by pumps located in the water treatment building.

The Village is experiencing water quality issues at varying locations in the distribution system and wish to investigate the water quality concerns along with other concerns about the water system. The concerns include;

- The existing wells have passed their previously recommended life span, however the wells are currently still performing adequately. Should replacement or rehabilitation still be considered?
- Reliability problems have been experienced with the pre/post filtration chlorine injection system which may be causing variable treated water quality from the plant. Filter media has been found in the water storage tanks.
- Some residents would like the Village to discontinue chlorination however regulations require specified minimum levels of disinfection. What options are available to reduce the use of chlorine products in the disinfection processes?
- The outlets from the storage tanks are flush with the base of the tank. Would a raised bell mouth on the outlet be beneficial to water quality?
- The distribution piping includes AC and PVC pipes in age up to approximately 50 years old. Leakage is a concern. Is replacement of some of the mains justified? If so, at what cost and when is it necessary.
- The mains are flushed annually but have not been pigged since the water treatment plant was upgraded. Is pigging required?
- The distribution system has grown over time to include several long dead end mains. Looping is possible on some of the shorter ones. Is there sufficient fire flow and water quality benefit to justify doing so?

The investigation has to determine the operational issues around the greensand filters to determine the condition of the media and the operational performance of the continuous regeneration process. Furthermore, as there are signs of media in the filtrate the integrity of the underdrainage system must be investigated. Until such time as the operation of the filters is corrected the underlying water quality issues cannot be resolved.

To investigate the concerns with the water system the Village wishes to engage a qualified consultant to undertake an engineering study of the water system and provide a report with recommendations and cost estimates for the recommended work. The scope of work should include;

1. Assess the existing wells and recommend any rehabilitation or replacement work.
2. Assess the condition of the filters and identify improvements to increase the reliability of the chlorine system.
3. Assess if any alternate technologies could be implemented to reduce the use of chlorine products.
4. Assess the cost vs water quality benefit of piping improvements to the water storage tanks.
5. Assess the condition of the existing mains, identify any that require replacement and determine a phased plan to replace them over time. Also assess whether pigging of the mains is required.
6. Assess the cost vs water quality benefit of looping any of the water mains.
7. Provide a timeline and Class D cost estimates for the recommended works.
8. Provide a report detailing the study findings, recommendations, timeline and costs for each area of the investigation.

9. Present the report to Council.

The consultant must have a verifiable history of successfully assisting small municipalities with water system studies, design and commissioning of water treatment, storage and distribution systems and be sensitive to the financial and manpower constraints small municipalities have.

## ACTION ITEMS

<u>#</u>	<u>Date</u>	<u>Description</u>	<u>Lead</u>	<u>Follow up</u>
A16	15-10-2012	Bus Shelter	Staff	Nov. 17 Council directed staff to research a solution as there were no expressions of interest from the public to build a shelter
A21	15-07-2013	Drainage concern at far end between Park & Tingley	Gaspar	Develop a plan for addressing this issue
A25	28-01-2014	Biomass heating system for Multiplex	Administrator	Decision made on engineering Nov. 24 boiler expected to be here by end of January 2015
A26	17-02-2014	Historic Councillor Plaque(s)	Gould	Design and create the necessary plaque(s) to mount engraved plates from 1975 forward Slated for completion before yearend
A27	05-05-2014	Park Management Committee	Administration	Finalize park management plans after new Council has had a chance to review
A28	15-12-2014	Mail in Voting	Administration	Prepare a Bylaw and procedure for mail in voting before end of March 2015