



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 2nd, 2017

AGENDA

1. **ADOPT AGENDA**
2. **PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS**
3. **MINUTES**
M-1 – December 19, 2016 Regular Council meeting minutes
4. **BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS**
5. **ORIGINAL CORRESPONDENCE**
C-1 – Request for Input on Rural Education Strategy – Ministry of Education
6. **GOVERNMENT**
G-1 – 2017 Regular Council Meetings
7. **FINANCE**
F-1 – Cheque Listing to December 28, 2016
8. **NEW BUSINESS**
9. **REPORTS & DISCUSSIONS**
10. **ACTION ITEMS**
A-1 – See attached Action Items List A16 – A33
11. **QUESTIONS FROM THE PUBLIC & PRESS**
12. **ADOURNMENT**



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Minutes of the regular meeting of the Port Clements Council held December 19, 2016 in Council Chambers.

Present:

Deputy Mayor Daugert
Councilor Cunningham
Councilor O'Brien Anderson

CAO Kim Mushynsky

Deputy Mayor Daugert called the meeting to order at 7:00 p.m.

1. ADOPT AGENDA.

2016-309 – Moved by Councilor Cunningham, seconded by Councilor O'Brien Anderson
THAT Council adopts the agenda as amended adding G6 – Resignation of Councilor Cunningham
CARRIED

2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS.

D-1 – Swilawiid – Brady Yu – arrived at 7:45pm so gave his presentation after G6. Swilawiid was incorporated in 2015. They are a non-profit organization who receives funding via grants. Their current project is "0% diesel" which is a plan to work towards transitioning off of diesel generated energy for Haida Gwaii.

3. MINUTES.

M-1 – December 5, 2016 Regular Council Meeting minutes
2016-310 – Moved by Councilor Cunningham, seconded by Councilor O'Brien Anderson
THAT Council adopt the December 5, 2016 minutes as presented.
CARRIED

4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS.

5. ORIGINAL CORRESPONDENCE

C-1 – Breakfast with Santa – Harmonie Blais
2016-311 – Moved by Councilor Cunningham, seconded by Councilor O'Brien Anderson
THAT Council receive this correspondence.
CARRIED

C-2 – Breakfast with Santa – Rec Committee
2016-312 – Moved by Councilor Cunningham, seconded by Councilor O'Brien Anderson
THAT Council receive this correspondence.
CARRIED

C-3 – North Coast Regional District – November 25, 2016 meeting highlights
2016-313 – Moved by Councilor Cunningham, seconded by Councilor O'Brien Anderson
THAT Council receives this information.

CARRIED

C-4 – North Coast Regional District – December 9, 2016 meeting highlights
2016-314 – Moved by Councilor Cunningham, seconded by Councilor O'Brien Anderson
THAT Council receives this information.

CARRIED

C-5 – Status of Husby Forest Products on Haida Gwaii
2016-315 – Moved by Councilor O'Brien Anderson, seconded by Councilor Cunningham
THAT Council receives this correspondence.

CARRIED

6. GOVERNMENT

G-1 – Resignation – Ian Gould
2016-316 – Moved by Councilor Cunningham, seconded by Councilor O'Brien Anderson
THAT Council accepts this resignation.

CARRIED

G-2 – Resignation – Matthew Gaspar
2016-317 – Moved by Councilor O'Brien Anderson, seconded by Councilor Cunningham
THAT Council accepts this resignation.

CARRIED

G-3 – Bylaw #437, 2016 – Amendment to the Financial Plan for 2016-2020
2016-318 – Moved by Councilor Cunningham, seconded by O'Brien Anderson
THAT Council reconsiders and adopts Bylaw #437, 2016 Amendment to the Financial Plan for 2016-2020.

CARRIED

G-4 – Suggested Strategic Planning & Budget dates for 2017
2016-319 – Moved by Councilor Cunningham, seconded by Councilor O'Brien Anderson
THAT Council tentatively approves the meeting schedule as presented.

CARRIED

G-5 – Code of Conduct Policy #15, 2016
There is an outstanding motion for this policy prior to it being tabled at the December 5, 2016 meeting
2016-300 – Moved by Councilor Gaspar, seconded by Councilor Daugert
THAT Council adopts Code of Conduct Policy #15, 2016

CARRIED **1 opposed**

G-6 – Resignation – Christine Cunningham
2016-320 – Moved by Councilor Cunningham, seconded by Councilor O'Brien Anderson
THAT Council accepts this resignation.

CARRIED

7. FINANCE

F-1 – Cheque Listing to December 14, 2016
2016-321 – Moved by Councilor Cunningham, seconded by Councilor O'Brien Anderson
THAT Council receives the Cheque Listing to December 14, 2016.

CARRIED

F-2 – NSCU November bank statement
2016-322 – Moved by Councilor Cunningham, seconded by Councilor O'Brien Anderson
THAT Council receives the November 2016 NSCU statement.

CARRIED

F-3 – CIBC November bank statement
2016-323 – Moved by Councilor Cunningham, seconded by Councilor O'Brien Anderson

THAT Council receives the November 2016 CIBC statement.

CARRIED

F-4 – Revenue & Expense Review – 2016 yearend estimation

2016-324 – Moved by Councilor O'Brien Anderson, seconded by Councilor Cunningham

THAT Council receives this information.

CARRIED

8. NEW BUSINESS

9. REPORTS & DISCUSSIONS

R-1 – Contaminated Sites

2016-325 – Moved by Councilor Cunningham, seconded by Councilor O'Brien Anderson

THAT Council receives this report.

CARRIED

R-2 – Deputy Clerk Training Plan 2017-2018

2016-326 – Moved by Councilor O'Brien Anderson, seconded by Councilor Cunningham

THAT Council approves the training plan as presented.

CARRIED

Deputy Mayor Daugert – NCRD mtg, interesting discussion regarding ongoing BC Ferries reservation problems

Councilor Cunningham – enjoying her Christmas break

Councilor O'Brien Anderson – enjoyed school Christmas concert

CAO Mushynsky – Muniware yearend training with Deputy Clerk, election dates have been confirmed with Elections BC.

10. ACTION ITEMS

11. QUESTIONS FROM THE PUBLIC & PRESS

2016-327 – Moved by Councilor Cunningham, seconded by Councilor O'Brien Anderson

THAT Council move in to in-camera per the Community Charter Section 90(1)(d) at 8:45pm

CARRIED

ADJOURNMENT

2016-328 – Moved by Councilor Cunningham, seconded by Councilor O'Brien Anderson

THAT the meeting be adjourned at 9:00 pm.

CARRIED

Doug Daugert
Deputy Mayor

Kim Mushynsky
CAO



December 21, 2016

Ref: 170113

Dear Mayors/Chief/Chairs:

It is my pleasure to inform you that the Ministry of Education is undertaking a review of rural education practices and rural education funding, led by Parliamentary Secretary Linda Larson. The Ministry of Education has made a request to gather input from a range of stakeholder groups, including local government and other community organizations, to inform the development of a new Rural Education Strategy by the end of the 2016/17 school year.

All feedback received will help shape the final report and the development of recommendations for the future. The main goal is to find long-term solutions for the unique challenges facing rural school districts, while considering the important social, cultural, and economic roles that schools play for small communities.

As you know, the relationships between school districts, community organizations, and local governments are critical in helping to ensure the success of students across rural British Columbia. With respect to this goal in mind, I hope that you will spread the word amongst your communities, and encourage participation in an online discussion forum at: <http://engage.gov.bc.ca/ruraleducation/>—open until January 9, 2017, at 4:00 pm.

As well, submissions from local governments and other community organizations are welcome to help outline their specific feedback on rural education and rural schools by sending them to the Ministry of Education at: rural.education@gov.bc.ca, or Attention: Jonathan Foweraker, Resource Management and Corporate Services Division, PO Box 9151, Stn Prov Govt, Victoria BC V8W 9H1.

Should you choose to provide a submission, please note:

- There is no standard format or template to follow; it is up to your organization to determine the format and approach that works best for you;
- Be sure to outline your organization's views on the greatest challenges and barriers in rural education, such as funding, facilities, educational programming, and human resources including any thoughts or feedback on future improvements;

.../2

C-1

- Highlighting best practices, innovative research, specific examples of successes and challenges are encouraged;
- A list of organizations invited to participate and their final submissions will be posted on the rural engagement website; and
- Deadline is January 31, 2017, at 4:00 pm.

On behalf of the Ministry of Education and Linda Larson, Parliamentary Secretary for Rural Education, thank you for taking the time to ensure that communities have an opportunity to share their input as part of this important project. If you require further information, you can reach George Farkas, Assistant Deputy Minister, Resource Management and Corporate Services Division, by telephone at: 250 356-1883, or by email at: George.Farkas@gov.bc.ca, and he will be pleased to assist you.

Sincerely,



Jacqueline Dawes
Deputy Minister

Enclosure

pc: Dave Byng
Deputy Minister
Ministry of Education

George Farkas
Assistant Deputy Minister
Resource Management and Corporate Services Division
Ministry of Education



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Pursuant to *Community Charter* Section 94 notice is hereby given for the 2017 Regular Council meetings. Meetings are scheduled on the first and third Monday of every month. Where there is a holiday Monday the meeting is moved to the Tuesday. The schedules of regular meetings are as follows:

January 2 & 16
February 6 & 20
March 6 & 20
April 3 & 18 (Easter Monday April 17)
May 1 & 15
June 5 & 19
July 3 & 17
August 8 & 21 (BC Day Monday August 7)
September 5 & 18 (Labour Day Monday Sept. 4)
October 2 & 16
November 6 & 20
December 4 & 18

Meetings are open to the public and are held in the Council Chambers located in the Multi Purpose Building at 36 Cedar Ave West, Port Clements, BC at 7:00 p.m. Submissions of Correspondence and/or requests to appear as a delegation in front of Council must be made in writing four business days prior to the scheduled meeting.

Committees of Council Schedule

Port Clements Tourism Committee - as required – will post in advance
Port Clements Emergency Committee - as required – will post in advance
Port Clements Recreation Commission - as required – will post in advance

Please contact the Village Office Monday through Friday 9:00 a.m. to 1:00 p.m.

VILLAGE OF PORT CLEMENTS

Cheque Listing For Council

2016-Dec-28
3:35:40PM

Cheque #	Cheque Date	Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
160615	2016-12-16	Beachy, Jasmine	20161215	PAYMENT BREAKFAST WITH SANTA -GT XI	540.87	540.87
160616	2016-12-16	Black Press Group Ltd.	33039542	PAYMENT ADVERTISEMENTS	220.73	220.73
160617	2016-12-16	Dysart, Jennifer	4	PAYMENT TRANSPORTATION FEASIBILITY	3,017.84	3,017.84
160618	2016-12-16	Haida Gwaii Consumers CO-OP Assoc. Ltd.	20161130	PAYMENT BUILDING SUPPLIES	598.14	598.14
160619	2016-12-16	Lidstone & Company, Barristers and Solicitors	14320	PAYMENT WAIVER - WHARF	145.60	145.60
160620	2016-12-16	MasterCard, CUETS FINANCIAL	20161230	PAYMENT CREDIT CARD	1,858.43	1,858.43
160621	2016-12-16	MILLS	748944-0	PAYMENT FOLDING CHAIRS	782.72	782.72
160622	2016-12-16	MUNICIPAL INSURANCE ASSOCIATION	L2017-212	PAYMENT 2017 PREMIUM INSURANCE	6,456.00	6,456.00
160623	2016-12-16	PORT CLEMENTS HISTORICAL SOCIETY & MUS	20161213	PAYMENT 2016 BUSINESS FACADE PROGF	5,000.00	5,000.00
160624	2016-12-16	Richardson, Sara	20161209	PAYMENT JANITORIAL SERVICES	80.00	80.00
160625	2016-12-16	Seegmiller, Lindsay	4	PAYMENT TRANSPORTATION FEASIBILITY	2,986.98	2,986.98
160626	2016-12-16	Siewewright, Kara	4	PAYMENT TRANSPORTATION FEASIBILITY	1,638.00	1,638.00
160627	2016-12-16	Smith, Allison	4	PAYMENT TRANSPORTATION FEASIBILITY	2,857.18	2,857.18
160628	2016-12-16	TELUS COMMUNICATIONS INC.	20161128	PAYMENT TELEPHONE BILL	1,422.36	1,422.36
160629	2016-12-16	XEROX CANADA LTD.	F50070408	PAYMENT COPY CHARGES	125.38	125.38
160635	2016-12-21	Armsreach Printing & Graphics	87655	PAYMENT VIOLATION NOTICES	877.21	877.21
160636	2016-12-21	BAYVIEW MARKET	20161220	PAYMENT BREAKFAST WITH SANTA	341.64	341.64
160637	2016-12-21	GRAND & TOY LIMITED	K403681 K403682 K525323	PAYMENT PAINT MARKERS HDMI TO VGA CABLE CONVERTI OFFICE SUPPLIES	31.97 93.94 309.10	435.01
160638	2016-12-21	HARBOUR AUTHORITY ASSOCIATION of BC	20161221	PAYMENT 20TH ANNUAL SEMINAR	300.00	300.00
160639	2016-12-21	COMPASS TECHNOLOGIES	17134	PAYMENT ONLINE LEGISLATION SUBSCRIB	218.40	218.40
160640	2016-12-21	Lioudmila's Garden	7 8	PAYMENT SOIL SOIL	123.20 22.40	145.60
160641	2016-12-21	MINISTER OF FINANCE	100192577	PAYMENT EXISTING USE GROUNDWATER	404.72	404.72
160642	2016-12-21	North Arm Transportation Ltd.	SI046462	PAYMENT FREIGHT CHARGES	257.64	257.64
160643	2016-12-21	WEIGUM, SHIRLEY	031808	PAYMENT JANITORIAL SERVICES	1,050.00	1,050.00

VILLAGE OF PORT CLEMENTS

Cheque Listing For Council

2016-Dec-28
3:35:40PM

Cheque #	Date	Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
160649	2016-12-28	ClearTech industries Inc.	687221	PAYMENT WATER TREATMENT CHEMICAL	3,632.95	3,632.95
160650	2016-12-28	D'N'A Fire Doctors Inc.	11177	PAYMENT EXTINGUISHER RECHARGE & IN	979.65	979.65
160651	2016-12-28	EAGLECREST ENTERPRISES LTD	00162A	PAYMENT AUGER HOLES FOR PLAYGROU	367.50	367.50
160652	2016-12-28	LAND TITLE AND SURVEY AUTHORITY OF B.C.	20161228	PAYMENT VOPC PROPERTY TAX SALE	44.75	44.75
160653	2016-12-28	RECEIVER GENERAL - CRA	20161228	PAYMENT DECEMBER 2016 REMITTANCE	3,207.55	3,207.55
160654	2016-12-28	ROCKY MOUNTAIN Phoenix	IN0100325	PAYMENT HEADLAMPS & TRAFFIC CONES	396.55	396.55

Total 40,389.40

*** End of Report ***

F-1

ACTION ITEMS

<u>#</u>	<u>Date</u>	<u>Description</u>	<u>Lead</u>	<u>Follow up</u>
A16	15-10-2012	Dyson property development	Staff	Work through Brownfield issues
A27	05-05-2014	Park Management Committee	Administration	Finalize park management plans after results from questionnaire have been reviewed.
A30	06-09-2016	Weight Room Upgrades	Administration	confirming equipment & waiting for feedback from FD
A31	19-09-2016	Playground equipment Installation	Staff	Work to be completed before end 2016
A32	19-09-2016	Chevron Property	Tourism Comm.	Work towards lease or acquisition
A33	19-09-2016	Danger Trees	Public Works	Create plan for municipality Heenan Tree Services plans to be on HG early 2017