



The Village of
PORT CLEMENTS
"Gateway to the Wilderness"

36 Cedar Avenue West
PO Box 198
Port Clements, BC
V0T1R0
OFFICE: 250-557-4295
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Email: office@portclements.ca
Web: www.portclements.ca

7:00 p.m. Regular Meeting of Council Monday May 02, 2016

AGENDA

1. ADOPT AGENDA

2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS

D-1- Elizabeth Condrotte – Transportation Plan

3. MINUTES

M-1- April 18, 2016 Regular Council Meeting

M-2- March 03, 2016 PC Tourism Committee Reorganizational Meeting

4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS

5. ORIGINAL CORRESPONDENCE

C-1- Elections BC

C-2- MIEDS Board of Directors

6. GOVERNMENT

G-1- VOPC Bylaw No. 433, 2016 (Reconsider & Adopt)

7. FINANCE

F-1- Cheque listing to April 27, 2016

8. NEW BUSINESS

9. REPORTS & DISCUSSIONS

R-1- Teena Stevenson – Road Closure & Sale

10. ACTION ITEMS

A-1- Follow up

11. QUESTIONS FROM THE PUBLIC & PRESS

12. ADJOURNMENT



**BOARD OF EDUCATION
SCHOOL DISTRICT NO. 50
HAIDA GWAI**

107 Third Avenue, PO Box 69
Village of Queen Charlotte BC V0T 1S0
Tel: (250)559-8471 Fax: (250)559-8849
www.sd50.bc.ca

April 6th, 2016

Regional District, Village & Band Councils

Dear members of Councils and Boards:

At the recent budget consultation meetings of the Board of Education of School District 50, considerable discussion ensued around the topic of transportation. School District 50 spends tremendous resources on transporting students to school - in excess of \$500 000- and many feel there is a place for an island wide solution to the issue of public transportation.

I would like to request to attend your next council meeting (or another of your convenience) as a delegate to discuss with you the possibility of all our communities coming together to create a unique 'made in Haida Gwaii' solution to the issue of public transportation. Certainly the District is committed to being part of this process and a major contributor to its success. After I have met with all respective councils and boards, I would suggest a summit meeting where we can come together, with other off island partners, and build a public transportation plan for Haida Gwaii over the coming year.

If you have questions about what some of the possibilities are, do not hesitate to contact me at econdrotte@sd50.bc.ca. I look forward to meeting with you all soon.

Sincerely,

Elizabeth Condrotte
Board Chair



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

Present:

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

CAO Kim Mushynsky

Mayor Gould called the meeting to order at 7:10p.m.

1. ADOPT AGENDA.

2016-098 – Moved by Councilor Daugert, seconded by Councilor Gaspar
THAT Council adopts the agenda as amended with the addition of D3 – floor painting at St. Mark's Church.
CARRIED

2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS.

D-3 – Lorette Smiley – painting of floor at St. Mark's Church
Lorette, speaking in regards to the Historical Society's plan for the St. Mark's Church, presented concepts for painting of the floor in St. Mark's.

2016-099 – Moved by Councilor Gaspar, seconded by Councilor Daugert
THAT Council authorizes the floor painting of St. Mark's church in the "retail" area as presented.
CARRIED

D-2 – Manzanita Snow – landscaping request

Manzanita spoke to an artist rendition of her idea's for landscaping in front of her property that will include items within the Village's road allowance. The plan is basically mobile so could be removed or altered if the end result was not satisfactory to Council.

2016-100 – Moved by Councilor O'Brien Anderson, seconded by Councilor Cunningham
THAT Council receives Manzanita's oral report.
CARRIED

D-1 – Sue Couch – Social Sustainability

Shellene Van der Beke and Sue Couch posed questions regarding identifying what Port Clements and Haida Gwaii mean to residents. The questionnaire and a write up about this movement will be included in our May newsletter, on facebook and our website and will get added to our action item list.

3. MINUTES.

M-1– April 4, 2016 Regular Council Meeting

2016-101 – Moved by Councilor Cunningham, seconded by Councilor Gaspar
THAT Council approve the April 4, 2016 Regular Council meeting minutes as presented.
CARRIED

4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS.

5. ORIGINAL CORRESPONDENCE

C-1 – SQCRD – Mount Moresby concerns

2016-102 – Moved by Councilor O'Brien Anderson, seconded by Councilor Daugert
THAT Council receives this correspondence.

CARRIED

C-2 – MIEDS – Inter-community Business licenses

2016-103 – Moved by Councilor O'Brien Anderson, seconded by Councilor Cunningham
THAT Council receives this correspondence.

CARRIED

6. GOVERNMENT

G-1 – Bylaw #432, 2016 – 5 Year Financial Plan – including budget public presentation

2016-104 – Moved by Councilor Daugert, seconded by Councilor Gaspar
THAT Council Reconsiders and Adopts Bylaw #432, 2016 – 5 year Financial Plan.

CARRIED

G-2 – Bylaw #433-2016 – Tax Rate Bylaw

2016-105 – Moved by Councilor O'Brien Anderson, seconded by Councilor Cunningham
THAT Council does 1st, 2nd & 3rd reading of Bylaw #433-2016 – Tax Rate Bylaw

CARRIED

7. FINANCE

F-1 – Cheque listing to April 13, 2016

2016 – 106 - Moved by Councilor Cunningham, seconded by Councilor O'Brien Anderson
THAT Council receives the cheque listing to April 13, 2016.

CARRIED

F-2 – 1st Quarter Revenue & Expense review

2016-107 – Moved by Councilor Gaspar, seconded by Councilor O'Brien Anderson
THAT Council receives the 1st quarter revenue & expense report.

CARRIED

F-3 – CIBC statement for March 2016

2016-108 – Moved by Councilor Cunningham, seconded by Councilor Gaspar
THAT Council receives the March 2016 CIBC statement

CARRIED

F-4 – NSCU Statement for March 2016

2016-109 – Moved by Councilor Cunningham, seconded by Councilor Gaspar
THAT Council receives the March 2016 NSCU statement

CARRIED

8. NEW BUSINESS

9. REPORTS & DISCUSSIONS

Mayor Gould – pharmacy concerns for Masset not resolved yet, SQCRD meeting
Councilor Daugert – repairs underway at Community Hall, MIEDS mtg & upcoming AGM
Councilor O'Brien Anderson – upcoming dance at Community Hall, tourism mtg
Councilor Gaspar – review of upgrades at Sunset Park

Councilor Cunningham – Unity walk this weekend, SD50 budget mtg on Thursday, volunteer board concept
CAO Mushynsky – water grant approved, playground equipment update

10. ACTION ITEMS

11. QUESTIONS FROM THE PUBLIC & PRESS

2016-110 – Moved by Councilor Gaspar, seconded by Councilor Cunningham
THAT Council moves to in-camera per Community Charter 90-1-e at 8:55pm
CARRIED

ADJOURNMENT

2016-111 – Moved by Councilor Cunningham, seconded by Councilor Gaspar
THAT the meeting be adjourned at 9:25pm.
CARRIED

Ian Gould
Mayor

Kim Mushynsky
CAO

PORT CLEMENTS TOURISM COMMITTEE
Minutes of the reorganizational meeting of the Port Clements Tourism Committee
Thursday March 03, 2016

Present:

Acting Chair Mayor Ian Gould

Sue Couch

Dale Lore

Deputy Clerk Glenda Saruga

Christine Cunningham

Lorette Smillie

Joan Hein

Kelly Whitney-Squire

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

The meeting commenced with Acting Chair Ian Gould expressing that he is happy to sit in as a representative for the Village of Port Clements Council but that he would rather not take the lead.

As Kelly Whitney-Squire has a degree in Tourism it was suggested that she chair the Tourism Committee.

Nominated by Glenda Saruga, Seconded by Joan Hein.

CARRIED

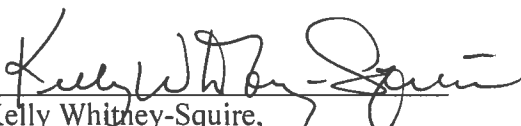
As this was a reorganizational meeting it was kept entirely informal. Each attendee was given the opportunity to provide input and have their ideas discussed.

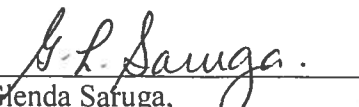
The topics discussed included, but were not limited to the following:

- 2-3 year plan focusing on 2-3 attainable goals rather than many items at once
- Better signage for both Port Clements and nearby attractions
- Development of Golden Spruce Trail extension and maintaining Sunset Trail
- Making the Museum the focal point for tourism and creating better signage for after hours
- Creating a community futures mural
- 3 sided roofed sign at Museum
- Yard clean-up and mowing along Bayview
- Showers and washroom facilities for tourists
- Better village signage – Dyson Corner, Charlene O'Brien - stump replacement
- Advertising: Guide to HG, Northword Magazine and RVing Magazine
- Better brochures for advertising PC and nearby attractions
- Packages from Haida House – local and small businesses, accommodations, attractions
- Funding/grants – Vibrant Communities
- St Marks Church pilot project – Gift Shop

Next meeting set for: To Be Determined

Meeting was informally adjourned at 8:45 pm.


Kelly Whitney-Squire,
Committee Chair


Glenda Saruga,
Deputy Clerk

Kim Mushynsky

From: Thompson, Mark EBC:EX <Mark.Thompson@elections.bc.ca>
Sent: April-26-16 10:17 AM
Subject: Important Information from Elections BC

Hello everyone,

This email is being sent to all local governments. For purposes of the *Local Elections Campaign Financing Act* (LECFA), each local government must appoint a staff member to act as the designated local authority officer (this may or may not be the individual who acts as the Chief Election Officer during events). If you are not acting as the designated local authority officer, please reply to this email and inform us of who is acting in that role. A separate email will be sent to all school districts.

Since the 2014 General Local Elections, we have been made aware of 23 local by-elections and 19 local non-election assent voting events. We want to thank the jurisdictions involved for notifying Elections BC of these events, and sending the information required under LECFA to our office. Information regarding these events is on the Elections BC website at www.elections.bc.ca/lecfa.

We would also like to take this opportunity to remind you that you must advise Elections BC if you are administering a by-election or non-election assent voting in your jurisdiction. Following the steps below allows Elections BC to advise participants and the public of the advertising and campaign financing rules contained in LECFA.

Once appointed, the Chief Election Officer should:

By-election

- Advise Elections BC that a by-election is to be held and indicate the date of General Voting Day
- Forward all relevant candidate and elector organization nomination and endorsement documents to Elections BC as soon as processed
- Provide the list of declared candidates to Elections BC after the close of nominations
- Provide the name(s) of the candidate or candidates elected to Elections BC as soon as practicable after the official results of the by-election are declared

Assent voting

- Advise Elections BC that assent voting will be conducted as soon as practicable after it is confirmed
 - If the assent voting is conducted in conjunction with a by-election, provide the subject/question of the assent voting with the above mentioned by-election information
 - If the assent voting is not being held in conjunction with an election, provide the subject/question of the non-election assent voting and the date of General Voting Day

It is the responsibility of Elections BC to educate candidates, financial agents and advertising sponsors on the campaign financing and advertising rules in LECFA. To ensure consistent messaging, it is important that all related inquiries are directed to Elections BC regardless of their complexity. We have a team of professional and friendly staff ready to answer questions. Please provide our toll-free phone number, 1-855-952-0280, and our website address, www.elections.bc.ca/lecfa, to election participants and to the public.

If you have any questions or concerns, please do not hesitate to contact Elections BC at 1-855-952-0280.

Best regards,

Mark Thompson

Compliance Officer

Local Elections Campaign Financing

Elections BC

Phone: 250-952-6163

Toll-free: 1-855-952-0280 / TTY 1-888-456-5448

Fax: 250-387-3578

Location: Suite 100 – 1112 Fort Street, Victoria

Email: mark.thompson@elections.bc.ca

Website: www.elections.bc.ca



April 8, 2016

To: MIEDS Board of Directors

From: Cameron Bell, Economic Development Officer

Re: EDO Report

Introduction to Marc von der Gonna

Marc is the new North Coast Regional Manager for the Ministry of JTST (formerly Danielle Myles). He will be attending the meeting to introduce himself and learn more about MIEDS. He is on Haida Gwaii for 4 days, meeting with CAOs and other key players on the islands.

Office Location

Our landlord has allowed us to stay in our current location until renovations on the new office are complete. However, Jonathan may require a few more months to finish renovations, and other options are available. Ray Pelletier has a small office in the Causeway building, which would provide space for 2 employees and MIEDS supplies and documents. Our options include:

1. Rent Jonathan's space when it is available, \$1000+/month for 1 year
2. Rent Ray's space May 1, \$800/month for 1 year
3. Rent a storage shed (not heated) at Ticker's for MIEDS documents and equipment, \$125/month, have staff work from home
4. Discuss office sharing options with the municipalities

MIEDS needs to dispose of a few assets, including the archway in front of our current building. Al West (landlord) has expressed some interest in keeping it. In order to maintain transparency, posting the arch for sale by auction on a fixed timeline may be the best approach. Other assets, including unneeded furniture and electronics, could be donated or sold as appropriate.

Recommendation: That MIEDS advertise an auction for the sale of the arch, with the successful bidder to transport the arch before MIEDS leaves our current office.

C-2



Volunteer Haida Gwaii

The Village of Queen Charlotte initiated Volunteer Haida Gwaii last year with support from the MIEDS community allocation funding. This online platform currently includes over 20 organizations in QC-Skidegate-Sandspit, and has over 25 volunteers signed up. Some VoQC representatives have suggested transitioning the management of this project to MIEDS, and expanding it islands-wide.

If the Board feels that this is a worthwhile initiative for MIEDS, the Grant Writer could be a good fit for the role, given their regular interaction with NFPs. MIEDS could allocate \$2000 from next year's budget to cover the licensing fee, and assign this task to either the new EDO in the fall, or the Grant Writer in the near future, with additional hours added to her contract.

Finances

The fiscal years of both MIEDS and the numbered company have been changed to the calendar year. The 2015-16 Financial Report will be available at the Board meeting, once staff have finished reconciliation.

Audit Quotes

Staff have obtained four quotes from accounting firms. These quotes include an audit of the 2015-16 fiscal year for both MIEDS and the numbered company.

Audit Quotes – Comparison

| Firm | Location | Cost | Notes |
|---------------------|----------------|----------|-------------------------------|
| Chan Nowosad Boates | Campbell River | \$5,500 | Conducted QCHA audit |
| FBB CPA | Prince George | \$3,000 | Conducted VoM and VoPC audits |
| Vohora | Vancouver | \$6,250 | Conducted HGCF audit |
| Renaissance Group | Vancouver | \$18,450 | Maintains # co. records |

Recommendation: That the Board propose appointing FBB CPA as the MIEDS auditor for 2015-16 at the upcoming AGM.

Tourism

Co-operative Marketing Program

The contract for 2015 destination marketing funding has been signed. Cameron and Mary Lou will be selecting photos and text for all 2016 ads this month. Additional detail is available in the attached Haida Gwaii Tourism 2016 Marketing Plan.



Marketing Initiatives

Traffic on the website and following on our social media channels continues to grow. The final ads using 2015-16 funding have been submitted. Three students from the Haida Gwaii Higher Education Society submitted 3 blogs each for the website through their Community Service Learning projects this semester. The quantity of info requests is increasing, requiring up to 2 hours of Mary Lou's time per day, including phone calls and emails. This may be due to the off-season schedule of the Visitor Centre, which would normally handle more of these requests.

Tourism Partnerships

A Spring Haida Gwaii Tourism Forum was proposed, but not organized due to CHN Tourism Committee capacity and scheduling limitations. A group of 15-20 tourism businesses on the islands are working on creating a Haida Gwaii Passport, in which visitors are given a "passport" listing discounts at local businesses when obtaining a rental car at National in Masset. If a visitor shows that they have visited a certain number of businesses during their trip, they would receive 100km free on their rental car. MIEDS plans to support this initiative through online promotion, and providing the Go Haida Gwaii and Love Haida Gwaii logos for inclusion on the passport. We are waiting for clarification of details from the group of businesses.

Love Haida Gwaii

The Spring Trade Show is scheduled for May 1, 1-4 PM, at the Community Hall in Masset. The morning will feature a Grant Writing for Small Business workshop hosted by Community Futures, facilitated by Alissa MacMullin through her private consulting business. All tables are booked, and almost all participating vendors are Love Haida Gwaii businesses.

Grant Writer

Two applications totaling \$33,104 were submitted this month, as per the attached report. Assisting SD50 with a local food programming application was quite time-consuming, and Alissa has expressed concerns about her capacity. As neither a government nor a non-profit, we decided to provide Alissa's services as a pilot project, but may wish to consider limiting grant writing assistance to only NFPs and local governments in the future.

Alissa requires that NFPs sign a "Grant Writing Assistance Agreement" to set clear expectations, but we could also draft a policy to clearly specify which organizations are eligible for assistance, and under what conditions. This also depends on capacity at different times of year. For example, Alissa had very few other applications to write in March. If NDIIT, Gwaii Trust, or other major applications are due, Alissa would likely not have the capacity to assist with SD50 or NFP applications.



Community Forest

The BC Government has recently introduced Bill 12 to the legislature, which would allow the Province to mandate that a new CFA must reserve a portion of its volume for BCTS. The BCCFA has voiced their concerns about this new legislation, which would undermine a tenet of CFAs; that they have exclusive control over their area-based tenure.

Another meeting with the CHN is scheduled for April 27. It is expected that the CHN will wish to continue discussing the MoU regarding the Community Forest. No new information from CHN, FLNRO, or BCTS staff has been sent to MIEDS.

Mobile Business Licensing

Draft Bylaws and staff reports were sent to the Councils for consideration last week.

Strategic Planning

An Interim Strategy has been drafted, to provide guidance for the society until a new comprehensive strategic plan is created. It consists of goals and guiding statements from previously approved MIEDS documents. Comments and suggestions are welcome.

AGM

The AGMs for MIEDS and the numbered company will be held Tuesday May 3, at 3 PM in Port Clements. The MIEDS Board and each Council should approve the Annual Plan, Report, Financial Statement, and budget prior to the AGM.

MIEDS has not received notice that any Directors are changing this year. The Board must decide if any officers (Chair, Vice-chair, and Secretary/Treasurer) are changing for the upcoming year. The Board may also wish to discuss increasing the involvement of Directors in some affairs of the society, given the diversity of projects and lack of an EDO in the near future.



VILLAGE OF PORT CLEMENTS

BYLAW NO. 433, 2016

Being a bylaw for the levying of rates for Municipal, Hospital and Regional District purposes for the year 2016.

The Council of the Village of Port Clements, in open meeting assembled, enacts as follows:

1. The following rates are hereby imposed and levied for the year 2016:
 - a) For all lawful general purposes of the municipality on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in column "A" of the schedule attached hereto and forming a part hereof.
 - b) For Vancouver Island Regional Library purposes on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in Column "B" of the Schedule attached hereto and forming a part hereof.
 - c) For Skeena-Queen Charlotte Regional District purposes on the assessed value of land and improvements taxable for general Regional District purposes, rates appearing in Column "C" of the Schedule attached hereto and forming a part hereof.
 - d) For North West Regional Hospital District purposes on the assessed value of land and improvements taxable for Hospital purposes, rates appearing in Column "D" of the Schedule attached hereto and forming a part hereof.
2. The minimum amount of Taxation upon a parcel of Real Property shall be one dollar (\$1.00).
3. This Bylaw may be cited as "Tax Rates Bylaw No. 433, 2016"

READ A FIRST TIME THIS 18 DAY OF April , 2016
READ A SECOND TIME THIS 18 DAY OF April , 2016
READ A THIRD TIME THIS 18 DAY OF April , 2016

RECONSIDERED AND FINALLY ADOPTED THIS DAY OF , 2016

Ian Gould – MAYOR

Kim Mushynsky – CAO

CERTIFIED TO BE A TRUE COPY OF VILLAGE OF PORT CLEMENTS TAX RATE BYLAW #433,
2016.

**VILLAGE OF PORT CLEMENTS
SCHEDULE FOR TAX RATE BYLAW NO. 433, 2016**

Rates per \$1000 of taxable assessed value

| | “A” General Municipal | “B” VIRL | “C” SQCRD | “D” NW Reg. Hospital | “E” SQCRD Hospital* |
|---------------------|-----------------------------|-------------|--------------|----------------------------|---------------------------|
| Class: | | | | | |
| 1. Residential | 4.2600 | 0.4273 | 1.0076 | 0.4705 | -0.02520 |
| 2. Utilities | 14.9100 | 1.4956 | 3.5266 | 1.6468 | -0.08820 |
| 5. Light Industrial | 10.6500 | 1.0683 | 2.5190 | 1.1763 | -0.06300 |
| 6. Business | 10.4370 | 1.0469 | 2.4686 | 1.1527 | -0.06174 |
| 7. Managed Forest | 12.7800 | 1.2819 | 3.0228 | 1.4115 | -0.07526 |
| 8. Rec/Non Profit | 4.2600 | 0.4273 | 1.0076 | 0.4705 | -0.02520 |
| 9. Farm | 4.2600 | 0.4273 | 1.0076 | 0.4705 | -0.02520 |

*Credit to refund from 2015

VILLAGE OF PORT CLEMENTS

Cheque Listing For Council

2016-Apr-27

11:34:16AM

| Cheque # | Cheque Date | Vendor Name | General Ledger | Invoice # | Invoice Description | Invoice Amount | Cheque Amount |
|----------|-------------|--------------------------------|---|---|--|--|---------------|
| 160190 | 2016-04-18 | Black Press Group Ltd. | 10-2-12-11-50 | 32808465ADJ | PAYMENT ADJUSTMENT | 71.34 | 71.34 |
| 160191 | 2016-04-18 | Board of School Trustees | 10-2-71-21-10 10-2-71-21-15 | 1516-085 1516-085 | PAYMENT PROPANE SECURITY | 3,116.52 31.45 | 3,147.97 |
| 160192 | 2016-04-18 | COASTAL PROPANE | 10-2-24-70-10 | 52176 | PAYMENT PROPANE DELIVERY | 893.80 | 893.80 |
| 160193 | 2016-04-18 | DEZWAGER, MARCUS | 10-2-24-60-00 | 20160418 | PAYMENT FD TRAINING | 1,300.00 | 1,300.00 |
| 160194 | 2016-04-18 | ESC Automation Inc. | 11-3-53-25-00 11-3-53-25-00 | 15-3919-3A 15-3919-4 | PAYMENT BIOMASS PROJECT BIOMASS PROJECT | 21,045.15 2,337.93 | 23,383.08 |
| 160195 | 2016-04-18 | GRAND & TOY LIMITED | 10-2-12-11-00 10-2-12-11-00 10-2-71-21-30 10-2-43-00-00 10-2-12-11-00 | J500814 J503649 J544907 J570135 J570135 | PAYMENT OFFICE SUPPLIES OFFICE SUPPLIES BIOMASS EXPENSE COMMON SERVICES OFFICE SUPPLIES | 81.99 2.68 29.86 132.73 131.53 | 378.79 |
| 160196 | 2016-04-18 | HAIDA GWAII FOREST PROC | 10-2-71-21-30 10-2-71-21-30 | 1838 1891 | PAYMENT BIOMASS FUEL BIOMASS FUEL | 330.75 298.53 | 629.28 |
| 160197 | 2016-04-18 | LASKEEK BAY CONSERVATI | 10-4-00-00-00 | 20160414 | PAYMENT DONATION | 200.00 | 200.00 |
| 160198 | 2016-04-18 | Lioudmila's Garden | 10-2-71-89-10 | 12 | PAYMENT FLOWERS | 492.80 | 492.80 |
| 160199 | 2016-04-18 | MCINTYRE BAY ENTERPRIS | 11-3-53-25-00 | 12016 | PAYMENT BIOMASS PROJECT | 700.00 | 700.00 |
| 160200 | 2016-04-18 | MUNICIPAL INFORMATION S | 10-2-12-11-20 | 20160179 | PAYMENT MAY 2016 SUPPORT | 305.98 | 305.98 |
| 160201 | 2016-04-18 | OLIVER FIRE DEPARTMENT | 10-2-24-60-00 | 20160418 | PAYMENT FD TRAINING | 200.00 | 200.00 |
| 160202 | 2016-04-18 | TELUS COMMUNICATIONS I | 10-2-71-21-15 30-2-41-50-00 40-2-42-90-40 10-2-24-70-10 | 20160328 20160328 20160328 20160328 | PAYMENT MPBC PHONE WATER PHONE SEWER PHONE FIREHALL PHONE | 627.18 249.98 54.48 371.51 | 1,303.15 |
| 160203 | 2016-04-18 | VANCOUVER ISLAND REGIC | 10-2-84-20-00 | 20160411 | PAYMENT SECOND QUARTER ASSESSMEN | 3,185.00 | 3,185.00 |
| 160204 | 2016-04-18 | WESTPOINT AUTOMOTIVE | 40-2-42-90-50 | 832-235895 | PAYMENT SEWER R&M | 184.54 | 184.54 |
| 160205 | 2016-04-18 | XEROX CANADA LTD. | 10-2-12-11-30 | L18001937 | PAYMENT COPIER CONTRACT | 483.59 | 483.59 |
| 160206 | 2016-04-22 | Angela's Place-Social Cafe & I | 40-2-42-90-70 30-2-41-30-40 10-2-12-99-60 | 2016 MAR 2016 MAR 2016 MAR | PAYMENT PUBLIC WORKS FUEL PUBLIC WORKS FUEL PUBLIC WORKS FUEL | 25.25 50.53 50.52 | 126.30 |
| 160207 | 2016-04-22 | Avenue Machinery Corp | 10-2-32-90-00 | P69438 | PAYMENT LAWN EQUIP MAINT | 304.29 | 304.29 |
| 160208 | 2016-04-22 | Foreshore Technologies Ltd. | 10-2-34-00-20 | 2799-3823 | PAYMENT WHARF TENDER DOCUMENTS | 5,775.00 | 5,775.00 |
| 160209 | 2016-04-22 | LAND TITLE AND SURVEY A | 10-2-12-11-70 | 20160419 | PAYMENT TAX SALE 2012 | 28.63 | 28.63 |
| 160210 | 2016-04-22 | MasterCard, CUETS FINANCI | 30-2-41-20-00 | 00565936 | PAYMENT INLAND AIR | 24.00 | 1,320.69 |

VILLAGE OF PORT CLEMENTS

Cheque Listing For Council

2016-Apr-27
11:34:16AM

| Cheque # | Cheque Date | Vendor Name | General Ledger | Invoice # | Invoice Description | Invoice Amount | Cheque Amount |
|----------|-------------|----------------------------|--|---------------------------------------|--|--------------------------------------|---------------|
| 160210 | 2016-04-22 | MasterCard, CUETS FINANCI | 40-2-42-90-50 11-3-53-25-00 30-2-41-40-00 10-2-12-11-10 | 24461 24461 5501353-01 57981 | KMS TOOLS & EQUIP KMS TOOLS & EQUIP WESTBURN ELECTRIC GEEK STORAGE | 279.67 288.14 75.22 80.14 | 1,320.69 |
| 160211 | 2016-04-22 | MINISTER OF FINANCE | 10-4-00-00-00 | 20160422 | PAYMENT TOM STEWART - SCC | 100.00 | 100.00 |
| 160212 | 2016-04-22 | SARUGA, GLENDA | 10-4-00-00-00 | 20160418 | PAYMENT MIABC CONFERENCE | 169.07 | 169.07 |
| 160218 | 2016-04-26 | KILDOON EMERGENCY MAN | 10-2-25-00-00 | 20160425 | PAYMENT EMERGENCY TRAINING | 230.00 | 230.00 |
| 160219 | 2016-04-26 | MISTY CEDAR TECHNICAL S | 10-2-12-11-30 | 627 | PAYMENT ONLINE PAYMENT PROCESSING | 300.00 | 300.00 |
| 160220 | 2016-04-26 | RECEIVER GENERAL - CRA | 10-4-27-00-10 | 2016APR26 | PAYMENT SOURCE DEDUCTIONS | 3,968.48 | 3,968.48 |
| 160221 | 2016-04-26 | Stewart, McDannold, Stuart | 10-2-71-89-50 | 72646 | PAYMENT CEMETARY | 686.56 | 686.56 |
| 160222 | 2016-04-26 | WEIGUM, SHIRLEY | 10-2-71-21-11 10-2-12-14-10 10-2-71-21-20 10-2-71-89-00 | 49 49 49 49 | PAYMENT VIRL JANITORIAL APR 2016 JANITORIAL MPBC JANITORIAL COMMUNITY PARK | 258.50 493.50 270.25 152.75 | 1,175.00 |

Total 51,043.34

*** End of Report ***



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: April 26, 2016
Re: Teena Stevenson request for road closure and sale

Background: Per the attached request from Ms. Stevenson and the map included, Ms. Stevenson owns six lots – 3 which front on Park Street and 3 which front on Falcon Street (this is not a developed street). Ms. Stevenson would like to convert these six lots into 3 lots by closing and purchasing the 5 meter alleyway between the lots as shown on her map. The Village of Port Clements has the authority to close a road or lane allowance and sell it except for certain circumstances which do not apply in this instance. Generally the considerations would be around access and fire protection to the lots in question and the surrounding lots. Currently there is no street access to the Falcon Street properties. As these lots are on the end of a block there are less logistical issues with closing the alleyway than with lots in the middle of a street. However, as they will be creating 3 lots and not one large lot, there is the potential for future logistic issues should ownership change and not be a single owner set of properties, depending on how property access for each lot is developed.

The alley allowance is 16.5 feet across and the lots are 50 feet wide making the area under consideration 825 ft² with three lots being a total of 2475 ft². The average assessed value per lot for the Park Street lots is \$1.30 per square foot and the average assessed value per lot for the Falcon Street lots is \$0.44 per square foot. If we take \$1.00 per square foot as a reasonable price for the alleyway we establish a value of \$2,475 for the land she wishes to purchase – also we would require her to pay all legal fees associated with this change. In addition, this process will require the creation of two Bylaws, one to close the alleyway and one to sell it. Ms. Stevenson will be required to get a survey completed and create the three lots and get that information processed through land titles. Finally, when all this has been complete Ms. Stevenson will have to apply for a zoning amendment to change the zoning on the new lots from RM1 – Multi-family residential to C1 – Commercial.

As there are several steps involved in this request I am seeking direction from Council regarding this application – are they open to consider the request – before proceeding.

Respectfully submitted:

R-1

Teena Stevenson

PO Box 352
Phone: 250-557-4344

April 22, 2016

► Village of Port Clements

Port Clements
Phone: 250-557-4295

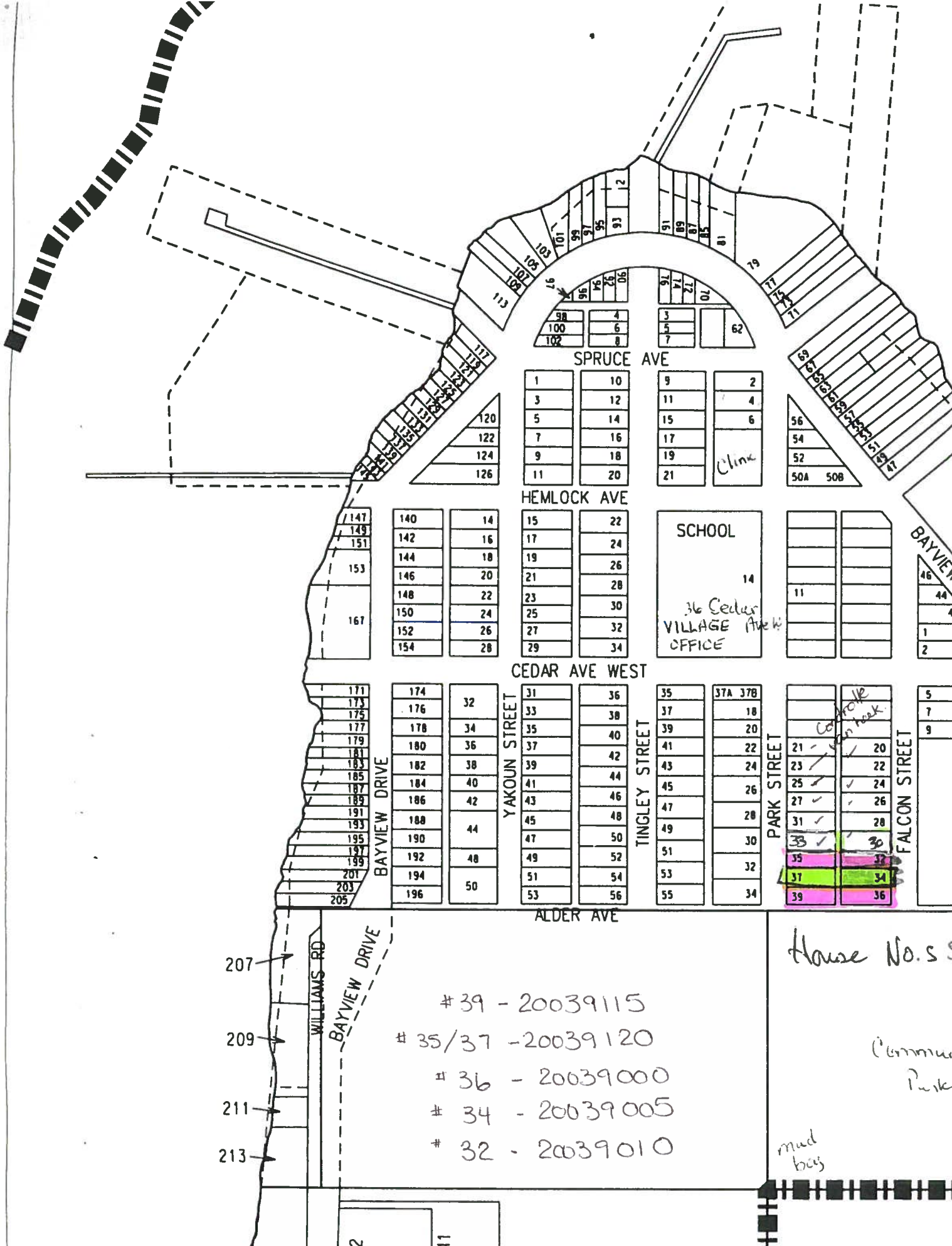
To Council,

I would like to have my five properties reassigned in to three for the following reasons. And with this application I would like to ask if the portion that is a designated back ally be purchased also? I would also like to enquire about purchasing the ten properties numbered 30,33, 22, 23, 24, 25, 26, 27, 28, and 31 according to design map these properties are on the left of mine and if purchased I would also like to apply to purchase the designated back alley as well on these ten properties. I would like to reassign my current properties from front to back please see diagrams enclosed with letter.

I would like to open a business in the very near future, subject to the reassignment of my five properties and the application of a Business License. This business would consist of heated storage rental units and outdoor space, there would also be a full service coin operated laundry mat and coin operated showers, I would also like to have a ATM machine for cash withdrawals. My business operating hours would be from 07:00 am – 11:00 pm seven days a week. I have thought about security and would have a perimeter fence installed as well as extra lighting and surveillance cameras this would ensure the property was secure after hours.

I would also be seeking to rezone from RM1 - multi-family residential to Commercial C-1


Teena Stevenson
Property Owner



207
209
211
213

WILLIAMS RD
BAYVIEW DRIVE

39 - 20039115
35/37 - 20039120
36 - 20039000
34 - 20039005
32 - 20039010

House No.s
Common Park
mud bay

Explanation of costs for playground upgrade:

We have a budget of approximately \$25,000-30,000 for this upgrade based on donations, reserves and Gwaii Trust

Trying to get the best "bang for our buck" the following is our suggested plan with some notes where we could change things.

BI - Blue Imp LT - Little Tikes M - Miracle

SA - means it is a stand alone piece

* prices include PST (GST removed) and estimated shipping - installation not included

| | | |
|---|-------------|----|
| BI - Round table with benches | \$1,645 * | SA |
| BI - 4 capacity bike rack | \$718 | SA |
| M - replace yellow slide with a tube slide | \$3,620 | |
| LT - Replace 4 existing swing seats with standard swing seats | \$848 | SA |
| Where tire swings used to be: | | |
| LT - 2 tot seats | \$388 | SA |
| LT - 1 Generation swing (one side for tot, one for older) | \$812 | SA |
| M - Replace corkscrew slide with roller slide | \$10,847 ** | |
| M - replace "L" shaped crawling tube with another one | \$3,402 | |
| The following are independent pieces being added to the space | | |
| LT - Calvin Catepillare crawler | \$1,072 | SA |
| LT - Whale Spring Rider | \$1,148 | SA |
| LT - Nectar Bee Spring Rider | \$1,295 | SA |
| Merry go Round | \$5,315 | SA |
| Misc. work that needs to be done: | | |
| Remove alders and cedars in and around enclosure | \$360 | |
| Sandblast large slide that is currently removed from site | \$500 | |
| Sand & paint metal pieces we are keeping - paint cost only | \$650 | |
| Replace wood around sand box and add sand | \$500 *** | |
| Pressure wash and clean all pieces we are keeping | \$0 **** | |
| | \$33,120 | |

* - this item could be eliminated as there are currently benches within park thereby allowing us to focus more on kids items than places for adults to sit

**this is the single most expensive item on the list - we may want to consider an alternative unless this is something that is a "must have" item. It replaces an item that is functional just faded and not pretty. If we eliminated it we could add a couple of items that did not make it to the list.

***price for sand only - wood to be donated by O'Briens

****Public works labour for all of this including installation to be absorbed by Village.

Based on the installation of playground equipment in the school ground a couple of years ago Council should be aware that this will probably take two people close to a week to complete intall of pieces.

Items suggested which did not make it on to the plan:

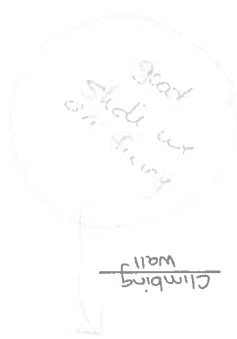
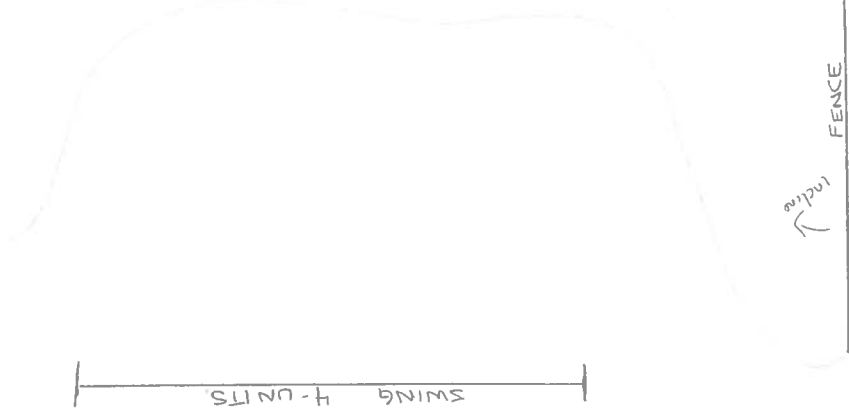
| | |
|---|-------------|
| Big Kahuna Climber (colorful fish which joins two platforms together) | \$4,511 |
| Flippopotamus Roof | \$2,413 |
| Tikes of Steel Climber | \$3,390 SA |
| DNA Climber | \$6,515 SA |
| Boulder Climbing Tunnel | \$4,355 |
| Mount Everest Climber | \$14,086 SA |
| Twin Rider (like a see-saw only safer) | \$1,202 SA |
| Matterhorn Climber | \$3,755 SA |
| ATV Spring Rider (2 other riders were included) | \$1,001 SA |

A couple of other pieces suggested have been eliminated because the supplier has advised that they are not able to be purchased independently - they are part of a "set"

After discussion I am looking for a motion from Council to proceed. We can swap out some of the pieces with things tht did not make it to the plan as suggested but once that discussion has concluded I am looking for a motion to proceed. I want to make it clear to Council that the playground representative was VERY hesitant about giving us pricing for some of the "connector" pieces as she was uncertain whether they would properly fit in the places where the old equipment would be removed. The measurements appear to be compatible but they do not recommend mixing different suppliers. The existing equipment in the playground is not from any of the manufacturers we consulted about pricing. If we proceed with ordering there may be some challenges that Public Works would have to address when matching pieces together. This does not apply to the stand alone (SA) pieces.

non usable space

WIP



remove trees and in this whole area add :

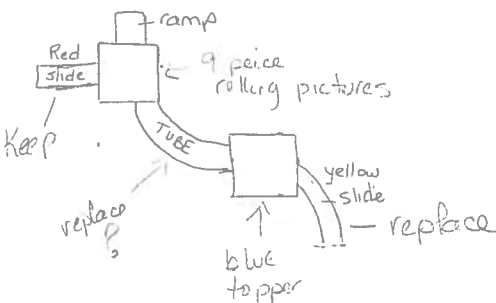
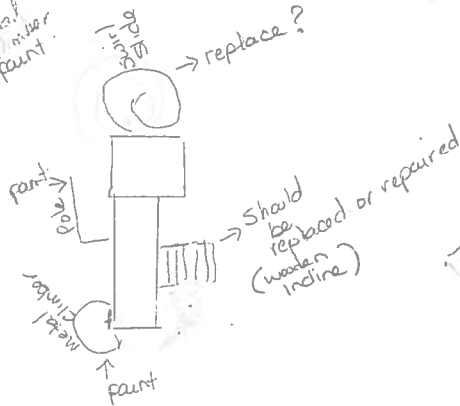
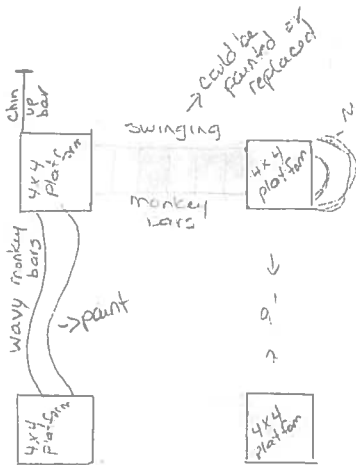
Line of trees

- Catpillar crawler
- whale spring rider
- tractor bee spring rider
- merry go round

Bench



Bench



will now be for
 Generation Swing
 3 tot swings
 TRACK??

will be
two swings

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 |
| A26 | 17-02-2014 | Historic Councillor Plaque(s) | Administrator | Some plaques up - more as time permits |
| A27 | 05-05-2014 | Park Management Committee | Administration | Finalize park management plans after results from questionnaire have been reviewed. |
| A30 | 19-10-2015 | Mural for Community Hall (Community Futures) | Administration | As more information comes available |
| A31 | 18-04-2016 | Social Sustainability Movement | All | Questions regarding the integrity of our community and of Haida Gwaii |