



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 November 17, 2014

AGENDA

1. **ADOPT AGENDA.**
2. **PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS**
ST-1-Biomass Engineering
ST-2-Bus Shelter
3. **MINUTES**
M-1-November 3, 2014 Regular Council Meeting
M-2-September 25, 2014 Centennial Committee meeting
4. **BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS**
5. **ORIGINAL CORRESPONDENCE**
6. **GOVERNMENT**
7. **FINANCE**
F-1-Cheque listing to November 12, 2014.
F-2-Northern Savings Credit Union October bank statement
F-3-Canadian Imperial Bank of Commerce October bank statement
8. **NEW BUSINESS**
NB-1-Industrial Park Zoning Request by Infinity West
9. **REPORTS & DISCUSSIONS**
10. **ACTION ITEMS**
A-1-See attached
11. **QUESTIONS FROM THE PUBLIC & PRESS**
12. **ADJOURNMENT**



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Minutes of the regular meeting of the Port Clements Council held November 3, 2014 in the Council Chambers.

Present:

Deputy Mayor Falconbridge
Councillor Gaspar – by telephone
Councillor Gould

CAO – Kim Mushynsky

3 members of the public in attendance

Deputy Mayor Falconbridge called the meeting to order at 7:05pm

1. ADOPT AGENDA.

2014-370 - Moved by Councillor Gould, seconded by Councillor Gaspar
THAT the agenda be adopted with the following amendment – add NB-2 sewer infrastructure.
CARRIED

2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS.

3. MINUTES.

M-1 – Regular Meeting of Council Monday October 20, 2014
2014-371 – Moved by Councillor Gould, seconded by Councillor Gaspar
THAT we accept the October 20, 2014 Regular Council meeting minutes as presented.
CARRIED

4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS.

5. ORIGINAL CORRESPONDENCE.

6. GOVERNMENT.

7. FINANCE.

F-1 – Cheque listing to October 28, 2014
2014-372 – Moved by Councillor Gaspar, seconded by Councillor Gould
THAT we receive and file the cheque listing.
CARRIED

8. NEW BUSINESS.

NB-1 – Report to Council – Christmas hours and bonuses
2014-373 – Moved by Councillor Gaspar, seconded by Councillor Gould
THAT we approve the recommendation for the office to be closed from Dec. 25 – January 2 inclusive with staff making their own decisions on working, taking time off without pay or using their holidays to cover the time off. In addition that Council give staff a \$75 Christmas bonus.
CARRIED

M-1

NB-2 – Letter to Federal Government regarding Sewer Regulation changes and costs for compliance

2014-374 – Moved by Councillor Gould, seconded by Councillor Gaspar

THAT Council approve the letter, recommended by FCM, to the Federal government explaining why communities need dedicated funding in order to carry out the changes required to meet new Federal sewer regulations.

CARRIED

9. ACTION ITEMS: Recommendation that we change A27 to show Administration as the lead and that this item be tabled until the new Council has a chance to review it.

10. REPORTS AND DISCUSSIONS.

Councillor Gould – Tourism mtg next week

Deputy Mayor Falconbridge – no report

Councillor Gaspar – movie night this Friday as well as a Rec Committee mtg.

CAO – read a thank you card from Reina Fennell and asked about the zoning question in regards to the public meeting that preceded the Council meeting this evening. A few questions had been raised so a Report to Council to address them will be prepared for the November 17th Council meeting.

ADJOURNMENT.

2014-375 - Moved by Councillor Gould, seconded by Councillor Gaspar

THAT the meeting be adjourned at 7:40pm

CARRIED

Kazamir Falconbridge,
Deputy Mayor

Kim Mushynsky,
CAO

CENTENNIAL COMMITTEE
Minutes of the Regular meeting of the Centennial Committee
Thursday, September 25, 2014

Present:

Councillor Ian Gould Joan Hein
Councillor Matt Gaspar Burneta Decembrini
Deputy Clerk/Treasurer Sharon Ferretti

Councillor Matt Gaspar called the meeting to order at 7:00 p.m.

A volunteer was requested to assume the duties of the Chair. Councillor Gould came forward; Committee members present were all in favour that Councillor Gould would be the new Chair of the Centennial Committee.

1. ADOPT AGENDA.

It was moved by Councillor Gaspar, seconded by Joan Hein
THAT the agenda be adopted as presented.

CARRIED

2. MINUTES.

M-1-Regular meeting of Centennial Committee Tuesday, July 8, 2014

It was moved by Councillor Gaspar, seconded by Joan Hein
THAT the minutes be accepted as presented.

CARRIED

M-2-Special meeting of Centennial Committee Sunday, July 27, 2014

It was moved by Councillor Gaspar, seconded by Burneta Decembrini
THAT the minutes be accepted as presented.

CARRIED

3. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS.

BA-1-Report from Council

Councillor Gould reported on the Time Capsule event and the Tourist Barbeque being a good fit. Unfortunate weather conditions hampered attendance to a point however, low attendance was noted at the Tlell Fall Fair, and the Edge of the World Music Fest had a negative level of drug activity causing organizers to consider not having the event for 2015. The Tourism Committee in conjunction with Council will decide if wish to continue hosting a Tourist Barbeque in the years to follow.

BA-2-Action Plan

Please see attached.

4. ORIGINAL CORRESPONDENCE

5. GOVERNMENT

6. NEW BUSINESS

NB-1-Fire Works

Administration to contact Masset Fire Chief to determine best place to purchase fireworks, timeline for delivery, and understanding of what needs to be organized. The date will be October 31st in conjunction with the Fire Department's party. Plan B in the event of bad weather scenario to be the next good weather night i.e. November 1st. If it's not possible for the fireworks to arrive in time for Oct 31st then the half hour show will be set for another date before the end of 2014.

7. REPORTS & DISCUSSIONS.

Burneta Decembrini – nothing to report
Joan Hein – nothing to report
Councillor Gaspar – nothing to report
Sharon Ferretti reported vacation dates away
Councillor Gould – nothing to report

Next meeting to be determined.

Burneta Decembrini motioned to adjourn at 8:00p.m.


Councillor Ian Gould, Chair


Sharon Ferretti, Deputy/Clerk Treasurer

**Village Of Port Clements Centennial Committee
September Action Plan 2014**

#	ITEM	IMMEDIATE ACTION	RESOLVE	DONE?
13	St. Mark's Choir service	<ul style="list-style-type: none"> - Line up participants for December 2014 to do a Christmas Carol service - Approach Principal of PCES re: Kazamir & school kids music program 	<p>Check availability closer to December 2014</p> <p>Determine dates of school concert and other community parties</p> <p>Email invite to participants to form a Choir for the Christmas Carol service</p> <p>Date to be within the first week of December</p>	Start in Sept
14	Fireworks for 100 th Celebrations	<p>October 31st good as kids are out + dark early enough; but concern is potentially unsafe weather conditions. Require licencing to do public display. Discussed having a family Halloween Party at the Firehall; prizes; apple bobbing + popcorn balls</p> <p>Plan B in case of bad weather to be first good weather night i.e. Nov 1st</p>	<p>Purchase month in advance.</p> <p>Possibility of Corporate Sponsorship.</p> <p>Contact Masset Fire Chief i.e. details surrounding putting on a fireworks show using industrial grade; have firemen available.</p>	September

VILLAGE OF PORT CLEMENTS

Cheque Listing For Council

2014-Nov-12
2:07:48PM

Cheque #	Cheque Date	Vendor Name	General Ledger	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
140480	2014-10-29	BC HYDRO			PAYMENT		2,184.60
			10-2-34-00-40	OCT 2014	hydro	349.32	
			10-2-24-70-10	OCT 2014	hydro	430.23	
			10-2-19-00-00	OCT 2014	hydro	83.74	
			10-2-34-00-15	OCT 2014	hydro	25.98	
			10-2-32-50-00	OCT 2014	hydro	1,197.81	
			10-3-22-00-00	OCT 2014	GST	97.52	
140481	2014-10-29	CIBC VISA			PAYMENT		115.09
			10-2-12-11-30	SEPT2014	Basecamp	22.62	
			30-2-41-20-00	SEPT2014	Inland Air	22.00	
			10-3-22-00-00	SEPT2014	GST	1.10	
			10-2-81-90-00	SEPT2014	Interest charged	69.37	
140482	2014-10-29	MasterCard, CUETS FINANCI.			PAYMENT		1,555.01
			40-2-42-90-50	SEPT2014	Grinder	1,467.53	
			10-2-12-11-60	SEPT2014	Postage	18.00	
			10-3-22-00-00	SEPT2014	GST	69.48	
140483	2014-10-29	TELUS COMMUNICATIONS I			PAYMENT		821.49
			10-2-71-21-15	SEPT2014	Telus ph	612.53	
			40-2-42-90-40	SEPT2014	Telus ph	74.93	
			30-2-41-50-00	SEPT2014	Telus ph	252.43	
			10-2-24-70-10	SEPT2014	Telus ph	88.75	
			10-2-24-70-10	SEPT2014	Telus ph	94.75	
			10-3-22-00-00	SEPT2014	GST	36.74	
			10-2-24-70-10	SEPT2014	Firehall 50 day adjustmt charge	(338.64)	
140484	2014-10-29	Port Clements Community Hal			PAYMENT		1,000.00
			10-2-12-32-00	GT CommEvnts	MAY 22 COUNCIL RESOLUTION-	1,000.00	
140485	2014-10-29	WILSON, ANGUS			PAYMENT		50.00
			10-2-12-13-00	AllCandidates	MODERATOR FEE	50.00	

Total 5,726.19

*** End of Report ***

F-1



NORTHERN SAVINGS
CREDIT UNION

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

STATEMENT OF ACCOUNTS

PO Box 94
Masset BC V0T 1M0

MASSET BRANCH 250-626-5231
MEMBER NUMBER 56440
STATEMENT DATE October 31, 2014
PAGE 1 of 8

DEMAND ACCOUNTS

Date	Description	Number	Withdrawals	Deposits	Balance
Business 75					
30Sep2014	Balance Forward				464,224.04
01Oct2014	Pre-Authorized Credit - PROVINCE OF B.C			742.67	464,966.71
01Oct2014	Clearing Cheque	140422	429.06		464,537.65
01Oct2014	Clearing Cheque	140412	1,329.27		463,208.38
02Oct2014	Clearing Cheque	140421	50.68		463,157.70
02Oct2014	Clearing Cheque	140416	294.11		462,863.59
03Oct2014	Clearing Cheque	140427	162.50		462,701.09
03Oct2014	Clearing Cheque	140423	200.00		462,501.09
03Oct2014	Clearing Cheque	140411	253.58		462,247.51
03Oct2014	Clearing Cheque	140398	260.00		461,987.51
03Oct2014	Clearing Cheque	140428	1,100.00		460,887.51
07Oct2014	Deposit			7,368.84	468,256.35
07Oct2014	Pre-Authorized Credit - CANADA			7,736.49	475,992.84
07Oct2014	Clearing Cheque	140419	5.25		475,987.59
08Oct2014	Clearing Cheque	140413	109.76		475,877.83
09Oct2014	Clearing Cheque	140425	24.29		475,853.54
09Oct2014	Clearing Cheque	140385	400.00		475,453.54
14Oct2014	Clearing Cheque	140426	66,000.00		409,453.54
15Oct2014	Bill Payment Credit Union MasterCard 5527497140094880 Vendor Confirmation: 920090	174923	1,555.01		407,898.53
15Oct2014	Bill Payment BC Hydro 2328675 Vendor Confirmation: 921391	175054	2,184.60		405,713.93
15Oct2014	Bill Payment CIBC VISA 4503386141757010 Vendor Confirmation: 923494	175231	115.09		405,598.84
15Oct2014	Bill Payment Telus Communications 2285720649 Vendor Confirmation: 924695	175360	821.49		404,777.35
15Oct2014	Clearing Cheque	140415	902.00		403,875.35
21Oct2014	Transfer in from 604207 Masset cheq			54.65	403,930.00
21Oct2014	Clearing Cheque	140443	5,013.15		398,916.85
21Oct2014	Clearing Cheque	140452	253.58		398,663.27
21Oct2014	Clearing Cheque	140441	1,280.87		397,382.40

continued...



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F-2

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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 October 31, 2014

PAGE 2 of 8

Date	Description	Number	Withdrawals	Deposits	Balance
Business 75					
24Oct2014	Clearing Cheque	140445	79.22		397,303.18
24Oct2014	Clearing Cheque	140442	79.22		397,223.96
24Oct2014	Clearing Cheque	140444	79.22		397,144.74
25Oct2014	Deposit			2,220.25	399,364.99
25Oct2014	Deposit			1,507.50	400,872.49
27Oct2014	Clearing Cheque	140453	1,317.64		399,554.85
31Oct2014	Credit Interest			364.87	399,919.72
31Oct2014	Monthly Service Fee		55.00		399,864.72
Total Withdrawals and Deposits			84,354.59	19,995.27	

Number of Cheques 22

Membership Shares

30Sep2014	Balance Forward				37.70
Total Withdrawals and Deposits			.00	.00	

Business Simply Savings

30Sep2014	Balance Forward				403,524.43
31Oct2014	Credit Interest			428.40	403,952.83
Total Withdrawals and Deposits			.00	428.40	

TERM DEPOSITS

Date	Description	Withdrawals	Deposits	Balance
Term 4: Short Term GSP (30 - 364 Days) -				
30Sep2014	Balance Forward			11,267.34
Start 30Apr2014 - Rate 1.0000% - NextInt 30Jan2015 - Matures 30Jan2015				

continued...

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Cash Crop Fall Contest

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Village Of Port Clements

STATEMENT OF ACCOUNTS

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PAGE 3 of 8

Date	Description	Withdrawals	Deposits	Balance
Term 7: 12 - 60 Month Term -				
30Sep2014	Balance Forward			255,375.00
Start 13Feb2013 - Rate 2.1500% - NextInt 13Feb2015 - Matures 13Feb2016				
Term 10: 3 Year Harvest Term -				
30Sep2014	Balance Forward			750,000.00
Start 21Nov2013 - Rate 1.1000% - NextInt 21Nov2014 - Matures 21Nov2016				
Term 11: Short Term GSP (30 - 364 Days) -				
30Sep2014	Balance Forward			133,481.29
Start 06May2014 - Rate 1.0000% - NextInt 31Dec2014 - Matures 31Dec2014				
Term 12: 12 - 60 Month Term -				
30Sep2014	Balance Forward			300,000.00
Start 04Jul2014 - Rate 1.6000% - NextInt 04Jul2015 - Matures 04Jan2016				

continued...



ALL MEMBERS

...if you have a mortgage or loan against your home or rental property where Northern Savings holds the security you are required to have adequate insurance in place. Northern Savings should be identified as the mortgage holder with loss payable to the Credit Union. Property taxes are due annually and always make sure you sign your Home Owner's grant if the home is your primary residence.

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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 October 31, 2014
PAGE 4 of 8

Assets	Canadian Dollars	US Dollars
Chequing	399,864.72	.00
Savings	403,952.83	.00
Terms	1,450,123.63	.00
Registered Plans	.00	.00
Shares	37.70	.00
Total Assets	2,253,978.88	.00
Liabilities	Canadian Dollars	US Dollars
Line of Credit	.00	.00
Over limit LOC/overdraft	.00	.00
Loans	.00	.00
Mortgage	.00	.00
Total Liabilities	.00	.00
	.00	.00

Over limit Lines of Credit / Overdrafts interest rate is 24.0000

continued...

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CIBC Account Statement

VILLAGE OF PORT CLEMENTS

For Oct 1 to Oct 30, 2014

Account number
93-00813

Branch transit number
00180

The names shown are based on our current records, as of November 4, 2014. 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 Oct 1, 2014		\$57,590.80
Withdrawals	-	21,083.56 ✓
Deposits	+	3,062.29
Closing balance on Oct 30, 2014	=	\$39,569.53

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 (\$)
Oct 1	Opening balance			\$57,590.80
Oct 1	DEBIT MEMO SETTLEMENT: 0106 CIBC DATA CENTRE: 00	5,430.07 ✓		52,160.73
	DEBIT MEMO CHARGE FOR SEP CIBC EFT SERVICE CHARGE	64.54 ✓		52,096.19
Oct 2	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		200.00	52,296.19
Oct 3	CREDIT MEMO INT @ 0.2500% CIBC-AUTOMATED INTEREST SYSTEM		11.33 ✓	52,307.52
	CHEQUE 55396529 140406	510.99 ✓		51,796.53
	CHEQUE 57416644 140407	510.99 ✓		51,285.54
Oct 6	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		600.00	51,885.54
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		60.00	51,945.54

(continued on next page)

CIBC Account Statement

Oct 1 to Oct 30, 2014
 Account number: 93-00813
 Branch transit number: 00180

Transaction details (continued)

Date	Description	Withdrawals (\$)	Deposits (\$)	Balance (\$)
Oct 6	Balance forward			\$51,945.54
Oct 8	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		179.22	52,124.76
Oct 9	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		361.53	52,486.29
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		150.00	52,636.29
Oct 14	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		150.00	52,786.29
	CHEQUE 57336718 140409	14.34 ✓		52,771.95
Oct 15	DEBIT MEMO SETTLEMENT: 0107 CIBC DATA CENTRE: 00	5,693.71 ✓		47,078.24
	DEBIT MEMO Oct 15, 2014 Municipal Pensi	1,326.29		45,751.95
Oct 17	DEBIT MEMO Oct 17, 2014 Municipal Pensi	1,354.28		44,397.67
Oct 20	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		500.00	44,897.67
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		130.00	45,027.67
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		200.00	45,227.67
	CHEQUE 53458197 140408	510.99 ✓		44,716.68
Oct 23	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		86.21	44,802.89
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		174.00	44,976.89
Oct 27	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		60.00	45,036.89
	CREDIT MEMO CREDIT UNION CENTRAL OF B.C.		200.00	45,236.89
Oct 29	DEBIT MEMO SETTLEMENT: 0108 CIBC DATA CENTRE: 00	5,667.36 ✓		39,569.53
	Closing balance			\$39,569.53



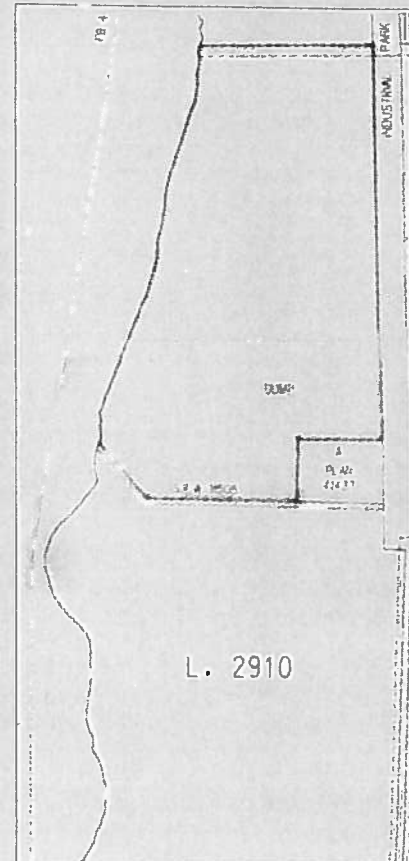
VILLAGE OF PORT CLEMENTS

NOTICE OF PUBLIC HEARING

to Consider an Application for Rezoning:

Area to be considered for rezoning: approximately the north half of District Lot 2910, from Sewer outfall line north, Industrial Park, currently zoned Resource Area (RS0 requesting zoning Heavy Industrial (I2).

A public hearing will be held on November 17, 2014, at 6:15 pm in the Council Chambers at the Village of Port Clements. Interested parties are invited to attend or provide written submissions before that date to Box 198 Port Clements or email cao@portclements.ca.



ACTION ITEMS

<u>#</u>	<u>Date</u>	<u>Description</u>	<u>Lead</u>	<u>Follow up</u>
A16	15-10-2012	Bus Shelter	Staff	Expression of Interest posted Oct. 29 responses to be reviewed Nov. 17
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	Engineering requests sent out Oct. 22 responses to be reviewed Nov. 17
A26	17-02-2014	Historic Councillor Plaque(s)	Gould	Design and create the necessary plaque(s) to mount ingraved 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