



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

Regular Meeting of Council Monday December 19, 2011

AGENDA

1. ADOPT AGENDA.

2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS.

D-1-Corporal Andrew Baylis, Quarterly Report and introductions

3. MINUTES.

M-1-Regular meeting of Council December 5, 2011

M-2-Committee of the Whole December 5, 2011

M-3-Regular meeting of Port Clements Emergency Committee October 6, 2011

4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS.

BA-1- Committee Representatives List 2012.

5. ORIGINAL CORRESPONDENCE.

C-1- UBCM Memo December 1, 2011

C-2-ESSA Announcement

C-3-NorthWest Community College "What we heard-Port Clements & Tlell"

C-4-UBCM Member Release December 14, 2011

6. GOVERNMENT.

7. FINANCE.

F-1-Cheque listing December 19, 2011

8. NEW BUSINESS.

NB-1-Request Letter of Support for grant request for age appropriate playground equipment for the Strong Start Program.

9. REPORTS & DISCUSSIONS.

10. QUESTIONS FROM THE PUBLIC & PRESS.

ADJOURNMENT.



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Minutes of the regular meeting of the Port Clements Council held Monday December 5, 2011 in the Council Chambers.

Present:

Mayor Cheer
Councillor Falconbridge
Councillor Gaspar
Councillor Gould
Councillor Thomas

Clerk/Treasurer Kim Mushynsky
Public

Mayor Cheer called the meeting to order at 7:30pm

1. ADOPT AGENDA.

Moved by Councillor Gould, seconded by Councillor Thomas
THAT the agenda be adopted as presented.

CARRIED

2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS.

3. MINUTES.

M-1-Regular meeting of Council November 28, 2011
Moved by Councillor Thomas, seconded by Councillor Gould
THAT the minutes of November 28, 2011 be accepted as presented.

CARRIED

3. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS.

BA-1-Haida Gwaii Management Council – Annual Allowable Cut Timber Supply Review.
Moved by Councillor Gould, seconded by Councillor Gaspar
THAT Council write a letter to HGMC to reflect the COW discussion of December 5th and that the letter be circulated to Council for feedback prior to the final draft being sent out.

CARRIED

Moved by Councillor Gould, seconded by Councillor Falconbridge that we open the meeting to informal discussion for item BA-2.

CARRIED

M=1

BA-2 – Natural Resource Road Act Project

Moved by Councillor Falconbridge, seconded by Councillor Gould

THAT a letter be sent expressing that although the Village of Port Clements does not have financial resources to support back-road maintenance, we still wish to be involved in meaningful consultation in regards to which roads have significance as far as tourism, safety and local use and that we are involved in prioritizing the value of these roads.

CARRIED

5. ORIGINAL CORRESPONDENCE.

C-1- Vancouver Island Regional Library Newsletter

Moved by Councillor Gould, seconded by Councillor Thomas

THAT this correspondence be marked “received and filed”.

CARRIED

6. GOVERNMENT.

G-1- 2012 Regular Council Meeting Schedule.

Moved by Councillor Gould, seconded by Councillor Thomas

THAT the 2012 Regular Council Meeting Schedule be Adopted as presented.

CARRIED

7. FINANCE.

F-1-Cheque listing December 5, 2011

Moved by Councillor Gould, seconded by Councillor Falconbridge

THAT the cheque listing of December 5th, 2011 be accepted.

CARRIED

8. NEW BUSINESS.

NB-1 Change of Signing Authority for MFA, NSCU and CIBC

Moved by Councillor Falconbridge, seconded by Councillor Gould

THAT the Village of Port Clements remove previous Mayor and Council for signing authority on accounts with the Municipal Finance Authority, Northern Savings Credit Union and Canadian Imperial Bank of Commerce and add the current Mayor and Councillors as signers to these accounts.

CARRIED

NB-2 Report to Council regarding Training Options

Moved by Councillor Falconbridge, seconded by Councillor Gould

THAT the Village of Port Clements make arrangements to carry out newly elected officials training on island per the presentation received from the Clerk/Treasurer.

CARRIED – Councillors Gaspar, Gould & Falconbridge for, Councillor Thomas against

NB-3 Village of Port Clements Committee Information

Moved by Councillor Thomas, seconded by Councillor Gould

THAT we table appointment to the Tourism Committee to the next meeting.

CARRIED

Moved by Councillor Gould, seconded by Councillor Gaspar that we appoint Councillor Falconbridge as the representative on the Emergency Preparedness Committee.

CARRIED

Moved by Councillor Thomas, seconded by Councillor Gould that we appoint Councillor Gaspar as the alternate on the Emergency Preparedness Committee.

CARRIED

Council appointed Councillor Gaspar as the representative on the Recreation committee and Councillor Falconbridge as the alternate.

Council appointed Councillor Gould as the representative on the Northern Development Initiative Trust and Councillor Thomas as the alternate.

Council appointed Councillor Gould as the representative on the Skeena Queen Charlotte Regional District Board and Mayor Cheer as the alternate.

Council appointed Councillor Gould as the representative for the Northwest Regional Hospital Board and Mayor Cheer as the alternate.

Moved by Councillor Gould, seconded by Councillor Falconbridge that we invite Heather Horno from MIEDS to make a presentation to Council about the MIEDS organization.

CARRIED

Council appointed Councillor Gould as the Misty Isles Economic Development representative and Councillor Thomas as the alternate.

Moved by Councillor Thomas, seconded by Councillor Gould that we table the Gwaii Tel appointment until we can confirm whether Mr. Germain Vigneault wishes to remain as our representative for 2012.

CARRIED

Moved by Councillor Gould, seconded by Councillor Gaspar that we appoint Mayor Cheer as the Vancouver Island Regional Library representative and Councillor Thomas as the alternate.

CARRIED

Council appointed Clerk/Treasurer Mushynsky as the RCMP Liason.

Council appointed Councillor Thomas as the Haida Gwaii Community Futures representative.

9. REPORTS & DISCUSSIONS.

Councillor Thomas- Reported that he attended a PNCIMA meeting in Vancouver (Pacific North Coast Integrated Management Area).

Councillor Gould- No Report

Clerk/Treasurer- No Report

Mayor Cheer- No Report.

Councillor Falconbridge- No Report, would like to encourage town-hall meetings

Councillor Gaspar- No Report

Moved by Councillor Falconbridge, seconded by Councillor Gould that we agree to hold town hall meetings to engage the public in relevant issues as soon as practicably possible.

CARRIED

10. QUESTIONS FROM THE PUBLIC & PRESS.

ADJOURNMENT.

Moved by Councillor Gould, seconded by Councillor Falconbridge
THAT the meeting be adjourned at 9:15pm

CARRIED

Wally Cheer,
Mayor

Kim Mushynsky,
Clerk/Treasurer



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**Minutes of the Committee of the Whole meeting of the Port Clements Council held Monday December 5, 2011
in the Council Chambers.**

Present:

Mayor Cheer
Councillor Gould
Councillor Thomas
Councillor Falconbridge
Councillor Gaspar

Clerk/Treasurer Kim Mushynsky
Public

Mayor Cheer called the meeting to order at 7:00pm

1. ADOPT AGENDA.

Moved by Councillor Thomas, seconded by Councillor Gould
THAT the agenda be adopted as presented.
CARRIED

2. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS.

BA-1 Annual Allowable Cut Review

Discussion ended up with agreement on two key issues – expectation that the AAC not be less than the 800,000m³ that was originally agreed upon in the Land Use Plan and encouragement to include a Community Forest allocation at or near 120,000m³ for the non-Haida communities on the island. In addition to this, all Council members were encouraged to submit their own personal responses to this issue.

3. RISE AND REPORT

Moved by Councillor Gould that we rise and report this decision back to the Regular Council meeting to follow.

Wally Cheer,
Mayor

Kim Mushynsky,
Clerk/Treasurer

M-2



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Minutes of the regular meeting of the Port Clements Emergency Committee held Thursday
October 6, 2011 in the Council Chambers.

Present:

Chair Greg Stewart

Ryan Brown

Rob Knapton

Jane Wilson

Clerk/Treasurer Heather Nelson-Smith

Eric O'Higgins

The meeting was called to order at 7:41pm

1. ADOPT AGENDA

ADD Education to D-1

Moved by Jane Wilson, seconded by Ryan Brown

THAT the agenda be adopted as amended.

CARRIED

2. DELEGATIONS.

D-1- Eileen Hayles- Emergency planning and education

Was unable to attend

Education:

Moved by Jane Wilson, seconded by Ryan Brown

THAT research be done to see if education regarding people with disabilities and emergency training can be done on island and if it is possible that the provincial emergency program assist in financing to make it happen.

CARRIED

3. MINUTES

M-1-Minutes June 16, 2011.

Moved by Ryan Brown, seconded by Jane Wilson

THAT the minutes of June 16, 2011 be accepted.

CARRIED

4. BUSINESS ARISING.

BA-1-Review of Tsunami Plan

M-3

And clarification on planning levels

Moved by Sargent Rob Knapton, seconded by Jane Wilson

THAT the tsunami plan as written be accepted as the plan for Port Clements.

CARRIED

BA-2-Mock Emergency Exercise

Moved by Sargent Rob Knapton, seconded by Ryan Brown

THAT a mock emergency exercise be done in April 2012.

CARRIED

BA-3- Shakeout BC

BA-4- WFPP Update

Lana Wilhelm is still working on the plan and will be back in October to complete.

5. REPORTS AND DISCUSSIONS.

Greg Stewart- Had nothing to report.

Sargent Rob Knapton- had nothing to report

Jane Wilson- will follow up with Colleen to see if there is still child care should an emergency happen.

Ryan Brown- Would like to see a pamphlet made to tell people where to evacuate to in Port Clements.

Eric O'Higgins – Would like to be a member.

ADJOURNMENT.

Moved by Jane Wilson

THAT the meeting be adjourned at 8:14pm

Greg Stewart,
Chair

Heather Nelson-Smith
Clerk/Treasurer

COMMITTEE REPRESENTATIVES LIST 2012

****TOURISM COMMITTEE: TABLED**

EMERGENCY PREPAREDNESS COMMITTEE: **KAZ FALCONBRIDGE**

Alternate: **MATT GASPAR**

RECREATION COMMITTEE: **MATT GASPAR**

Alternate: **KAZ FALCONBRIDGE**

NORTHERN DEVELOPMENT INITIATIVE: **IAN GOULD**

Alternate: **URS THOMAS**

SKEENA QUEEN CHARLOTTE REGIONAL DISTRICT: **IAN GOULD**

Alternate: **WALLY CHEER**

NORTHERN HEALTH AUTHORITY: **IAN GOULD**

Alternate: **WALLY CHEER**

MISTY ISLES ECONOMIC DEVELOPMENT: **IAN GOULD**

Alternate: **URS THOMAS**

****GWAII TEL: TABLED**

VANCOUVER ISLAND REGIONAL LIBRARY: **WALLY CHEER**

Alternate: **URS THOMAS**

RCMP LIASON: **KIM MUSHYNSKY**

COMMUNITY FUTURES: **URS THOMAS**

****ALTERNATE MAYOR: TABLED**



MEMO
December 1, 2011

TO: **UBCM MEMBERS** Attn: Mayor & Council | Chair & Board
FROM: UBCM EXECUTIVE
RE: **NOTIFICATION OF EXECUTIVE VACANCIES**

The purpose of this memo is to notify members of the direction taken by the Executive at the November 25th Executive meeting with regard to Executive vacancies as a result of the Local Government Elections.

At the meeting, Executive members were advised that there are four vacancies, and the process for filling those vacancies in accordance with the UBCM Bylaws and Policies:

- SILGA representative – SILGA to make a re-appointment
- Third Vice President – Executive CANNOT appoint a Third VP, but has option to appoint an 'Acting Director at Large'.
- Director at Large (1) – Executive may appoint an eligible elected official.
- Vancouver Metro Area Representative (1) – Executive may appoint an eligible elected official.

Based on the direction provided in the Bylaws and Policies, the Executive 'may' fill vacancies or may not (see Appendix A for extracts of both documents). Upon consideration of the Bylaws and Policies the Executive endorsed the following recommendations:

That the Executive proceed to notify the membership of the vacancies on the Executive for Director at Large and Vancouver Metro Area Representative and seek expressions of interest based on the process and eligibility criteria outlined in the policies for each of these positions; and

That a process be put into place to provide for the two vacancies to be filled prior to the next Executive meeting scheduled for February 2-3, 2012.

The Executive chose not to appoint an additional 'Acting Director at Large' to fill the vacancy left by the Third Vice-President. The President has asked Chair Al Richmond, EA Rep on the UBCM Executive, to serve as a 'member at large' to the Presidents Committee to fill the vacancy left by Third VP. In accordance with the Bylaws, SILGA has made a new appointment to the Executive, Councillor Harry Kroeker, City of Merritt, to replace Noreen Guenther.

Next Steps

This memo serves as notification to the membership that the UBCM Executive wishes to fill the vacancies for:

- Director at Large (1); and
- Vancouver Metro Area Representative (1).

As noted in the endorsed Executive recommendation, the process for filling vacancies will follow the process outlined in s. 8.5 of the Executive Policies.

Eligibility for Office

Director At Large – this position is open to all elected officials of UBCM.

Vancouver Metro Area Representative – this position is open to elected members of either, or both, a council of a member municipality of the GVRD or of the GVRD Board (a list of eligible local governments is attached as Appendix B).

Process

Eligible elected officials interested in applying for either of these positions are encouraged to submit an expression of interest for **one** of these vacancies, as outlined in s. 8.5 of the Executive Policies. We would ask that potential candidates complete the attached nomination form (Appendix C) and return it by email or fax to the attention of the Immediate Past President. Candidates are also encouraged to provide a short bio of themselves (not more than 300 words) with their nomination form. All materials can be sent to the attention of Immediate Past President, Councillor Barbara Steele, care of the following email address: mcrawford@ubcm.ca or by fax: 604-270-9116.

The submission deadline for expressions of interest (nomination form and bio) is:

Monday, January 9, 2012

The Executive will consider all expressions of interest and make a decision regarding whom they will appoint to fill these two vacancies.

Following Executive deliberations, all members will be notified of the Executive's decision. Newly appointed board members will be invited to attend the February 2-3, 2012 Executive meeting in Richmond.

If you have any questions about the process please contact Marie Crawford, Associate Executive Director at 604-270-8226 Ext. 104 or by email: mcrawford@ubcm.ca.

Thank you and we welcome eligible interested candidates to apply. For further information about UBCM and the Executive please see the UBCM website.

APPENDIX A

EXTRACTS FROM THE UBCM BYLAWS AND EXECUTIVE POLICIES

UBCM Bylaws

Section 2 of the UBCM Bylaws provides the following definition for officers:

2. *The Officers of the Union shall be: President, First Vice-President, Second Vice-President, and Third Vice-President.*

Section 3(d) speaks to filling vacancies: (*bold italics indicate relevant sections*)

- (d) ***No person shall hold a position as Officer of the Union unless elected as an Officer by the membership of the Union and no person shall be elected more than twice, whether consecutively or otherwise, as President of the Union. ...***

In the event of a vacancy:

- *amongst the Officers, other than President, the **Executive may appoint, from amongst persons qualified to be elected to the Executive, Acting Directors at Large equal to the number of vacancies;***
- *amongst the **Directors at Large**, the Small Community Representative, the Electoral Area Representative, or the **Vancouver Metro Area Representatives**, **the Executive may appoint a person qualified to hold the office to fill the position for the term remaining;***
- *in the position of Vancouver Representative, GVRD Representative or amongst the five Directors appointed by the Area Associations such vacancies shall be filled in the manner of the original appointment.*

Executive Policies

Section 8.5 of the Executive Policies outlines the process for appointing replacements:

8.5 Member notice of vacancies on the executive

If there is a vacancy following a local general election that will require the Executive to appoint a replacement, the following steps will be taken before the matter is considered by the Executive.

1. *Councils and boards will be notified of the vacancies that exist, the procedures for replacement and advised that the Executive will accept expressions of interest.*
2. *Any expression of interest must be endorsed by two elected officials of UBCM members.*
3. *An interested candidate may submit an expression of interest for one position only.*
4. *Expressions of interest will be directed to the Immediate Past President, who will prepare a report for the Executive on the materials received.*

Appendix B

Vancouver Metro Area Representative – List of Eligible Members

Abbotsford
Anmore
Belcarra
Bowen Island
Burnaby
Coquitlam
Delta
Electoral Area A (Metro Vancouver)
Langley City
Langley Township
Lions Bay
Maple Ridge
New Westminster
North Vancouver City
North Vancouver District
Pitt Meadows
Port Coquitlam
Port Moody
Richmond
Surrey
Tsawwassen First Nation
Vancouver
West Vancouver
White Rock

APPENDIX C

NOMINATIONS¹ FOR THE 2011/2012 UBCM EXECUTIVE

We are qualified under the UBCM Bylaws to nominate¹ a candidate and we nominate:

Name: _____

Position in local government: Mayor Councillor Director

Municipality or Regional District represented: _____

Nominated for: Director At Large Vancouver Metro Area Representative

NOMINATED BY:

Name: _____

Name: _____

Mun/RD: _____

Mun/RD: _____

Signature: _____

Signature: _____

Date: _____

Date: _____

CONSENT FORM

I consent to this nomination and attest that I am qualified to be a candidate for the office I have been nominated to pursuant to the UBCM Bylaws².

CANDIDATE:

Name: _____

Position in local government: Mayor Councillor Director

Municipality or Regional District represented: _____

Nominated for: Director At Large Vancouver Metro Area Representative

Signature: _____ Date: _____

TO BE RETURNED BY JANUARY 9, 2012

¹ Nominations require two elected officials of members of the Union [Bylaw 4(b)].

² All nominees of the Executive shall be elected representatives of a member of the Union [Bylaw 3(c)]. Nominees for Electoral Area Representative, Small Community Representative and Vancouver Metro Area Representative must hold the appropriate office.

Kim Mushynsky

From: Coons, Gary <G.Coons@leg.bc.ca>
Sent: December 5, 2011 3:31 PM
To: bpages@mhtv.ca; Jack Mussallem; admin@ccrd-bc.ca; swaugh@suntree.ca; Carol Kulesha; 'andrewm@mhtv.ca'; Dave MacDonald; Heather Nelson-Smith
Cc: dave.mckenzie@princerupert.ca
Subject: ESSA shutting down!! Emergency Social Services Association Announcement
Attachments: ESSA Information Release 11.2011.pdf

Hi..this is big espec in smaller communities!! ESS was essential when the bella coola valley flooded last yr , the flooding on the north Isl, Kelowna fires, and the recent flooding in the peace region...any comments on the impacts ??.....gary

see from the Min website as of Aug 2011

What is the Role of PEP?

The Provincial Emergency Program (PEP), Ministry of Public Safety and Solicitor General, is responsible for the overall coordination of the provincial government's emergency management system. **ESS is an integral component of this framework.**

Also...This is a big deal in rural communities especially where ESSA helped with training of emergency response coordinators etc.

From: Hurst, Maurie SG:EX
Sent: Monday, December 05, 2011 10:26 AM
To: undisclosed-recipients:
Subject: FW: ESSA Announcement

Northwest Emergency Program Coordinators and ESS Providers,

Please see the important (unfortunate) message from ESSA, below . . .

M.

Maurie L. Hurst, BA(Crim), MBA
Regional Manager, Northwest

EMERGENCY MANAGEMENT BRITISH COLUMBIA
Ministry of Public Safety and Solicitor General
1B - 3215 Eby Street
Terrace BC V8G 2X8 CANADA
www.pep.bc.ca

From: Janine Aussem [<mailto:execdirector@essa.ca>]
Sent: Tuesday, November 29, 2011 19:01 PM
To: 'Janine Aussem'; bwoit@shaw.ca
Subject: ESSA Announcement

The 2011 Board of Directors of the Emergency Social Services Association (ESSA) regret to announce that ESSA will be shutting down its operations before July 1, 2012, and after the 6th Annual ESSA Conference in Prince George, on May 5, 2012.

ESSA was founded in 1988, and has provided training, support, and advocacy for more than 5,000 Emergency Social Service (ESS) volunteers across the province. ESS volunteers provide essential goods and services such as food, lodging, clothing, and emotional support to evacuees from disasters in British Columbia, as mandated by legislation.

A number of years ago, ESSA's funding was significantly reduced due to the loss of a government contract. Since then, ESSA has taken on smaller, short term contracts which have helped to keep the association going, but never quite meeting the financial needs of the organization entirely. In an attempt to overcome this funding shortfall and continue ESSA's operations, we engaged a professional fundraising company in 2006/7. Also, in 2009/10 ESSA purchased a license to utilize commercial fundraising software which provided 60 funding options appropriate to ESSA, unfortunately, despite applications to all of those organizations, none of the fundraising efforts came to fruition. Operationally, ESSA significantly cut paid staff time, moved operations to a home-based office and adopted many other cost cutting measures. These measures proved insufficient. In the last several months it has become clear that, in the absence of guaranteed and ongoing funding, ESSA and its programs are no longer financially sustainable.

It is especially difficult to fold ESSA at this time in light of our recent accomplishments. Over the past several years, even with the funding cuts, the association initiated and maintained both online and in person advisory forums, an annual conference, as well as the administration of the National Municipal ESS Network. ESSA managed provincial ESS training at the request of the Provincial Emergency Program (PEP) and obtained and distributed ESS supplies to ESS Teams throughout the province. All of these initiatives were successful and we hope that many will continue in some manner, either through funding by Emergency Management BC (formerly the Provincial Emergency Program) or informally through the ESS community.

We regret deeply that ESS volunteers and communities will lose the support and services that ESSA provided over the last 23 years. It is our hope that we have contributed to the strength and ongoing success of the ESS teams within BC and that some of the initiatives we have started, you, the ESS Community will carry on. We would like to thank everyone who has supported and participated in the association and made it the success that it has been. Our sincere gratitude goes out to all current and past Board members, ESSA Regional Representatives, program participants, our loyal members and the whole ESS community in British Columbia.

This decision was not made lightly or easily. We at ESSA believe that ESS is an integral and necessary part of the province's disaster relief system, and that the program is indebted to ESS volunteers. It is important that the Emergency Management community recognize the scope of responsibility that lies with ESS volunteers and continues to support and advocate for them, particularly in the absence of ESSA.

We have been unable to find a reliable and ongoing source of funding and consider that situation unlikely to change in the future. This means that the closure of ESSA is certain. Therefore, we have reluctantly decided that our due diligence requires us to halt ESSA's operations in an orderly and planned shut-down.

We would like to reiterate our hope that the ESS community will continue with the programs and initiatives started through ESSA in order to provide the needed support for the volunteers who are the heart of ESS in our province.

Thank you.

Janine Aussem
Executive Director
Emergency Social Services Association (ESSA)
P.O. Box 50029



Emergency Social Services Association (ESSA)

NOVEMBER 16, 2011

P.O. Box 50029, South Slope RPO, Burnaby BC, V5J 5G3

Phone 604-435-1442 Fax 1-866-824-7505

execdirector@essa.ca

www.essa.ca

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We regret deeply that ESS volunteers and communities will lose the support and services that ESSA provided over the last 23 years. It is our hope that we have contributed to the

strength and ongoing success of the ESS teams within BC and that some of the initiatives we have started, you, the ESS Community will carry on. We would like to thank everyone who has supported and participated in the association and made it the success that it has been. Our sincere gratitude goes out to all current and past Board members, ESSA Regional Representatives, program participants, our loyal members and the whole ESS community in British Columbia.

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We would like to reiterate our hope that the ESS community will continue with the programs and initiatives started through ESSA in order to provide the needed support for the volunteers who are the heart of ESS in our province.

Thank you.

South Slope RPO
Burnaby BC, V5J 5G3
(604) 435-1442 (Office phone)
1-800-910-ESSA (Toll free number)
1-866-824-7505 (Toll free Fax number)
Email: execdirector@essa.ca
website: www.essa.ca

MINISTRY HOME

GOVERNMENT OF BRITISH COLUMBIA

Emergency Social Services

Ministry of
Public Safety and
Solicitor General

[ESS Home](#) > [About ESS](#) > [Who is Responsible](#)

About ESS

[Introduction to ESS](#)

[Who is Responsible](#)

[History of ESS](#)

[A History of Major
Disasters in BC](#)

[Facts and Figures](#)

[List of Acronyms](#)

[Glossary](#)

[FAQs](#)

ABOUT ESS

WHO IS RESPONSIBLE

In British Columbia (BC), **local authorities** are responsible for planning and operating emergency responses within their jurisdictional areas, including Emergency Social Services (ESS).

The provincial government is responsible for assisting local authorities in this responsibility, and in major disasters the province will take a lead role in the response. The provincial government is also responsible for providing emergency response operations in unorganized areas of the province where there is no local government structure.

The **federal government**, through Public Health Agency of Canada, supports ESS by providing such resources as a national stockpile of reception centre kits and mobile feeding units, developing guidelines, and monitoring emerging issues and trends.

- [What is the Legislative Framework?](#)
- [What is the Role of the](#)

Local Authority?

- What is the Role of PEP?
 - What is the Role of the ESS Office?
-



TOP

What is the Legislative Framework?

The Ministry of Public Safety and Solicitor General is responsible for the legislative framework that provides for a comprehensive emergency management system and takes into account the range of hazards facing BC and the special circumstances pertaining to emergency response operations.

The *Emergency Program Act* (1996) provides the legislative framework for emergency management within BC, including a description of the powers and obligations of the provincial government and local authorities in planning for emergency response.

The Emergency Program Management Regulation (1994) outlines the key responsibilities of government ministries and corporations in the event of an emergency. The regulation includes a description of the duties of the Minister of Public Safety and Solicitor General in the provision of ESS.

The Local Authority Emergency Management Regulation (1995) details the specific components which must be included in local emergency plans, as well as stating the powers and duties of the local authority in regards to emergency planning.

The Compensation and Disaster Financial Assistance Regulations outline the process for requesting compensation by an individual or a local government body following a disaster response.

 TOP

What is the Role of the Local Authority?

A full definition of "local authority" is contained in the *Emergency Program Act*, but for most BC residents, the local authority is a municipality or regional district . The responsibility for planning and coordination of the local ESS response lies with the local authority.

Local Authority Emergency Management Regulation, 2(3)(f):

"coordinate the provision of food, clothing, shelter, transportation and medical services to victims of emergencies and disasters ..."

Local authorities may request assistance from the provincial government with their planning response or recovery needs, when and if required.

What is the Municipal Emergency Program Structure?

 TOP

What is the Role of PEP?

The Provincial Emergency Program (PEP), Ministry of Public Safety and Solicitor General, is responsible for the overall coordination of the provincial government's emergency management system. ESS is an integral component of this framework.

 TOP

What is the Role of the ESS

Office?

The Provincial Emergency Program's ESS Office, provides provincial level support for local authorities who are responsible for planning for, and responding to, emergencies and disasters where short-term emergency social services are required.

The ESS Office works alongside other provincial ministries and non-government organizations, to coordinate provincial level resources in support of the delivery of ESS across British Columbia by local authorities.

PEP Headquarters and the ESS Office support local authorities by:

- funding the ESS training program;
- developing provincial policies and procedures;
- providing a framework, including guidelines, standards and best practices, for use by local authorities and the ESS training program;
- develop and maintain relationships with ESS Support Organizations;
- the processing of invoices for lodging, food, clothing and other necessary expenses administered by community ESS teams during an emergency;
- providing provincial support during a major disaster; and
- negotiating federal and provincial ESS mutual aid in the event of a catastrophic disaster.

Page Updated: 2011 August 9

ESS FAQ's

Emergency Social Services is British Columbia's province-wide community based emergency response program. Emergency social services are the basic services people need after their community is affected by an emergency or disaster. This includes food, shelter, emergency health care and public information.



What Does ESS Do?

As an integral part of the RDN Emergency Program, ESS can:

- Help people to remain independent and self sufficient
- Help people to meet their basic needs during a disaster
- Reunite families separated by disaster
- Provide people with accurate and up-to-date information about the situation at hand
- Help people to re-establish themselves as quickly as possible after a disaster.

What Services are Provided?

Primary services include food, lodging, clothing, and family reunification. Specialized services include emotional support, child care, first aid and pet care. The Red Cross, St. John's Ambulance, the Salvation Army, the SPCA, amateur radio associations and many other volunteer organizations work together with ESS to provide disaster assistance services.

Who receives ESS?

- Citizens of BC who have been displaced from their residence by a disaster or emergency
- Travellers stranded as a result of the disaster
- Response workers on assignment during a disaster or emergency.

When is ESS provided?

ESS is provided for incidents ranging from a single family house fire to calamities involving mass evacuation. Examples of events in BC involving ESS include:

- Floods
- Fires
- Earthquakes
- Oil spills
- Blizzards
- Landslides

How is ESS Provided?

ESS teams assist evacuees at designated emergency reception centers. ESS teams may also provide:

- Outreach services for shut-ins
- Group lodging (shelter and food) to evacuees during a major event
- On-site support services for emergency response workers and others affected by disaster
- On-site personal disaster assistance for small-scale incidents affecting one to two residences.

How long is ESS provided for?

ESS is typically available for 72 hours immediately following the start of an emergency. Assistance may be extended, in exceptional circumstances, on a case-by-case basis. This interim relief allows people to immediately plan their next steps by contacting:

- Insurance agents (if relevant)
- Family and friends
- Local non-profit agencies.

The success of ESS depends on the ongoing commitment of volunteers and other key stakeholders. If you are interested in volunteering, ESS can offer free accredited training from the Justice Institute of British Columbia, practical training and much more!

NORTHWEST COMMUNITY COLLEGE



What we heard – Port Clements & Tlell

1.877.277.2288

nwcc.ca

Next Council follow up.

C-3

Port Clements Priority Planning Session
October 4, 2011

The session began at 10:12 am

Denise introduced the team and talked about current and future economic trends. Community members introduced themselves.

Vision Statement was reviewed.

The Board of Governors has been revising the vision statement; the statement you are seeing is from June.

Colleges are more about emphasis on training and education not leadership – focus on an aging population (eg) 55 year old logger who has to transition her/his career.

Not leadership – more to facilitate/guide people to their goals.

Not everyone wants to be a leader. Many want to focus on skills to enter the workforce.

Change 'fosters leadership' to 'supports'

Ok with the rest of it.

How do they foster?

"foster...by being sensitive to the educational needs of each community"

Community involvement

Feel cold about this

Fosters cooperation between industry sectors & educational partners

Intermediary between school and university

Community integration

Create excitement for learning

- Network with other groups
- In their field of interest

Affordable/accessible

People (youth) turned off in highschool

Retraining

Lifelong learning and resiliency

Motivation – youth need excitement

- People needing jobs & money

Values & Operating Principles were reviewed.

Review of the priority planning process that will happen in all 17 communities we will be having forums in.

Question #1; from your perspective, what does NWCC do?

Promote and enhance learning relevant to the economy and social context

Provides each community with affordable post-secondary education

- Local – could be more local & could deliver in port

(need for industry based training here in port)

- Community hall & has high speed internet

(Need to help guide people to design education that is relevant to the community)

What they do here & now

- Courses leading to employment or change in employment

Disconnect: students don't know enough about what NWCC does

NWCC can help students transition from school to university.

Need more than short term courses

- Eg. Whole course on how to work

(older workers who haven't finished grade 10)

Basic skills training

Offers skill development

Offers educational opportunities in home communities

Upgrading skills and development

Offers a variety of programs/courses

Tailors programs for northern relevance

Offers testing locations in community

Helps Aboriginal segment to obtain skills & find opportunities

Support students through process of entering college – people on ground help

Affordable

Offers workforce training & required certificates

Variety of offerings – everything from 1 day courses to full programs

Career counseling

Prepares students for university and other post secondary education

A challenge – inconsistencies in Instructors – may not run – sporadic/spurts because it takes too long

Get hopes up about a program, but because of lack of promotion, not enough people enroll

Very hard to get people to travel north to south – people don't want to travel, sometimes due to winter

Small communities means lack of Instructors – College has to bring Instructors over – share

Variety of in-class, online, correspondence

Could have people gather in a room to take video-conference

Willingness in college to set up courses 'if there's' a community need

Question #2; From your experience, what does NWCC do well?

Fun courses – belly dancing, art, etc. creativity

Could the college do a band class

Art and music would be great

NWCC now has a greater presence on island

Offers different ways to access learning

Cost effective (1 online program was half the cost)

Keep a waitlist and then NWCC offers the course (however there's no set time and this is difficult for employers because they can't schedule)

Responds/tailors to the needs of the community (FN & government districts – tailored the government program)

Invigilator – participant had a positive experience, professional, hospitable

Courses have had excellent Instructors

Variety of courses/programs

NWCC has helped people train for jobs – ECE

Request for CCP in Port Clements

People (including high school teachers) don't know what NWCC does

Short courses are useful – flagging course

Get flyers in the mail, but not much promotion about what could be done in the community

Lots of people don't have computers or the skills and money to buy equipment

Affordable opportunity for courses – cooking, etc

Facilitate connecting learning between on-island teachers and learners

Question #3; What are the post-secondary education needs of your community?

Post-Secondary campus on island

- Had a residence
- Allow kids to learn to navigate college environment "weening"
- Collaboration with UNBC, UBC, UVic, Higher Ed society
- Help students have pre-requisites for courses

Bridging courses for nurses, lab techs (help people upgrade their education)

Education that keeps people here

Training for the workplace – scaling, GED, first aid, operator training, fire suppression, safety committee, traffic control

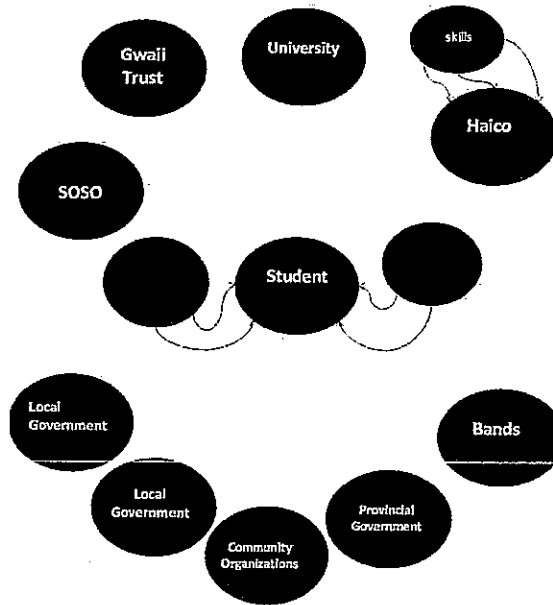
Emergency Response Training – fire, ambulance, emergency operations

Computer skills/training – esp for older people

Specialized training for working with special needs population

Geriatric and palliative care training

Walking Should to Shoulder



Need to eliminate duplication

Social Work

Mental health workers

Rod & gun club – hunting courses

Give community a sense of ownership over the college

Continue with ECE (changes in system here makes this a need)

SEA – Special Education Assistant

Train the Trainer – Train Instructors to teach people fire suppression etc. Seek out and use local resource people

We need NWCC in town – we have the facility! NWCC needs a presence here! Satellite piece

Better Website! Can't find courses!

Online course with an NWCC Staff person (TA) helping people with their online courses

Can offer more courses VIA online. How to do online learning

Some people like books

Youth are comfortable with screen interaction

Resilience – food – sovereignty; survival skills; local and wild knowledge preserving food

Marketing at all levels – local, international, internet, print

Business development – self employment benefits program; services or courses to help people

Basic skills training and what is relevant

Education for parents and how to monitor kids on internet

Question: how is internet changing our communities and children

We need standard literacy training – how to write and how to speak

Traditional (1st nations/pioneers) knowledge: link with science, life skills – job resource, stewardship, research

Ecosystem based managed – traditional knowledge and science

Gaelic Language

Bicycle safety training

Alternative energy

Civic education

Culinary tourism

How to do online courses

Walk shoulder to shoulder (1 red dot)

Work with organizations to stop duplication & utilize resources (1 red dot)

Mental health workers (1 red dot)

Marketing at all levels – local, international, internet, print (2 red dots)

15 Top Priorities

Traditional (1st nations/pioneers) knowledge: link with science, life skills – job resource, stewardship, research (5 red dots)

Ecosystem based managed – traditional knowledge and science (2 red dots)

Gaelic Language (1 red dot)

Bicycle safety training (1 red dot)

Alternative energy (2 red dots)

Civic education (3 red dots)

Culinary tourism (1 red dot)

How to do online courses (2 red dots)

Walk shoulder to shoulder (1 red dot)

Work with organizations to stop duplication & utilize resources (1 red dot)

Social Work

Mental health workers (1 red dot)

Marketing at all levels – local, international, internet, print (2 red dots)

Business development – self employment benefits program; services or courses to help people (1 red dot)

Basic skills training and what is relevant (1 red dot)

Question: how is internet changing our communities and children (1 red dot)

We need standard literacy training – how to write and how to speak (3 red dots)

Resilience – food – sovereignty; survival skills; local and wild knowledge preserving food (3 red dots)

Continue with ECE (changes in system here makes this a need) (1 red dot)

SEA – Special Education Assistant (1 red dot)

- Train the Trainer – Train Instructors to teach people fire suppression etc. Seek out and use local resource people (7 red dots)
- We need NWCC in town – we have the facility! NWCC needs a presence here! Satellite piece (9 red dots)
- Better Website! Can't find courses! (3 red dots)
- Give community a sense of ownership over the college (2 red dots)
- Education that keeps people here (7 red dots)
- Train the Trainer – Train Instructors to teach people fire suppression etc. Seek out and use local resource people (7 red dots)
- Emergency Response Training – fire, ambulance, emergency operations (4 red dots)
- Computer skills/training – esp for older people (1 red dot)
- Specialized training for working with special needs population (5 red dots)
- Geriatric and palliative care training (3 red dots)
- Post-Secondary campus on island (4 red dots)
 - Had a residence
 - Allow kids to learn to navigate college environment “weening”
 - Collaboration with UNBC, UBC, UVic, Higher Ed society
 - Help students have pre-requisites for courses
- Bridging courses for nurses, lab techs (help people upgrade their education) (2 red dots)
- Online courses w/ NWCC staff person: like a TA (3 red dots)

10 Top Priorities

- Online courses w/ NWCC staff person: like a TA (2 yellow dots)
- Resilience – food – sovereignty; survival skills; local and wild knowledge preserving food (5 yellow dots)
- Better website – can't find courses (2 yellow dots)
- Standard literacy: how to write & speak (3 yellow dots)
- Traditional (1st nations/pioneers) knowledge: link with science, life skills – job resource, stewardship, research (4 yellow dots)
- Civic Education (4 yellow dots)
- Education that keeps people here (6 yellow dots)
- We need NWCC in town – we have the facility! NWCC needs a presence here! Satellite piece (2 yellow dots)
- Train the Trainer – Train Instructors to teach people fire suppression etc. Seek out and use local resource people (6 yellow dots)
- Emergency Response Training – fire, ambulance, emergency operations (3 yellow dots)
- Specialized training for working with special needs population (5 yellow dots)
- Geriatric and palliative care training (3 yellow dots)
- Post-Secondary campus on island (7 yellow dots)
 - Had a residence
 - Allow kids to learn to navigate college environment “weening”
 - Collaboration with UNBC, UBC, UVic, Higher Ed society
 - Help students have pre-requisites for courses

5 Top Priorities

- Train the Trainer – Train Instructors to teach people fire suppression etc. Seek out and use local resource people (4 green dots)
- Post-Secondary campus on island (4 green dots)

- Had a residence
- Allow kids to learn to navigate college environment “weening”
- Collaboration with UNBC, UBC, UVic, Higher Ed society
- Help students have pre-requisites for courses

Traditional (1st nations/pioneers) knowledge: link with science, life skills – job resource, stewardship, research (5 green dots)

Education that keeps people here (4 green dots)

Specialized training to work with people with special needs (5 green dots)

Resilience – food – sovereignty; local knowledge (3 green dots)

Civic Education (2 green dots)

Feedback?

Publish the data? Each of you will receive ‘what we heard’ documents for your community. The report will include all of the information gathered today.

Your information will be part of the overall report; it’s not very different from other communities we have visited so far. There are unique characteristics of course.

The main report will consist of an overall view of all communities; appendices will be each community visited.

Thank you for coming here. We are on the edge of big things happening. We can really make good things happen. See NWCC playing a big role in that.

Keep up the good work!

Rhoda thanked everyone for coming. Every community seems to want the same thing but then there are unique needs as well.

If the college can potentially offer a group of courses, or programs that kids can take before they go off to university that would be helpful. Have a 16 year old getting ready to go off to post-secondary, would be helpful to have him take courses here to save money. If we can do it right, people off island would come to take courses. We need advocacy from the community to ensure the college can stay. Partnerships are important as well; partnerships will help get the work done.



MEMBER RELEASE

December 14, 2011

TO: Mayor & Council | Chair & Board | Senior Staff
FROM: UBCM Secretariat
RE: **RCMP Contract Management Committee: Appointments**

1. Purpose

This communication is being forwarded to inform local government about who has been appointed to the British Columbia/Local Government RCMP Contract Management Committee.

The purpose of the Committee is to provide a forum for consultation, analysis and communication between Local Government and the Province regarding the management of the Agreement under which the RCMP provide local police services in BC and to analyze and respond to changes that may be proposed from time to time by the Federal government and/or the RCMP and recommend changes to the Federal government and/or the RCMP that may be considered necessary or appropriate.

2. British Columbia – RCMP Contract Management Committee

The Provincial/Local Government committee, similar to its federal counterpart, will address issues and concerns related to the RCMP contract and the on-going delivery of local government police services by the RCMP. The committee will facilitate regular input/feedback between local governments and the Province, and ensure local government input into the 5 year RCMP Contract review process.

UBCM received local government input on the Terms of Reference for the establishment of a British Columbia/Local Government RCMP Contract Management Committee earlier in 2011 and the UBCM Executive approved the Terms of Reference and for the creation of a joint committee with the Province. A copy of the Terms of Reference is available on the UBCM website: ubcm.ca.

3. RCMP Contract Management Committee: Membership & Appointments

The local government representatives to the RCMP Contract Management Committee, in accordance with the Terms of Reference, must come from communities policed by the RCMP and are appointed by the UBCM. The RCMP Management Committee has a total of ten local government representatives, this includes a UBCM Executive member.

Appointments to the Committee may be elected officials or local government staff, however, the majority of the Committee must be elected officials. Local government appointments to the Committee will coincide with the terms of elected office and will take into account the need for some level of continuity of service on the Committee for the effective functioning of the Committee. The term of appointments to the Committee will be until the local government elections in 2014.

UBCM appointments to the Committee are:

- 3 representatives (elected officials or staff) from a local government with a population over 15,000 in the Lower Mainland RCMP District (two of which must be from the Metro Vancouver Area)
 - **Mayor Peter Fassbender, City of Langley (Committee Chair)**
 - **Paul Gill, General Manager of Corporate & Financial Services, District of Maple Ridge**
 - **Mayor Dianne Watts, City of Surrey**
- 2 representatives (elected officials or staff) from a local government with a population over 15,000 outside of the Lower Mainland RCMP District
 - **Councillor Cindy Solda, City of Port Alberni**
 - **Mayor Peter Milobar, City of Kamloops**
- 2 representatives (elected officials or staff) from a local government with a population between 5,000 and 15,000
 - **Mayor Lori Ackerman, City of Fort St. John**
 - **Wallace Mah, Chief Administrative Officer, District of Kent**
- 1 representative (elected official or staff) from a regional district policed by the RCMP
 - **Director Grace McGregor, Kootenay Boundary RD**
- 1 representative (elected official or staff) from a local government with a population under 5,000
 - **Councillor Clara Reinhardt, Village of Radium Hot Springs**
- UBCM Executive Appointment
 - **Councillor Sav Dhaliwal, City of Burnaby**

UBCM Contact

If your local government has any questions regarding this communication, please contact:

Ken Vance

Senior Policy Advisor

Email: kvance@ubcm.ca

Tel: 604-270-8226 ext. 114

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VILLAGE OF PORT CLEMENTS

Cheque Listing For Council With GL Numbers

Page 1 of 2

2011-Dec-15

4:23:23 PM

Cheque	Date	Name	Expense GL Number	Invoice	Description	Invoice Amount	Cheque Amount
20110658	2011-12-15	BEACHY, COLLEEN	10-2-11-10-50	Dec 2011	PAYMENT CHRISTMAS BONUS	75.00	75.00
20110659	2011-12-15	BROOKS, CHERI	10-2-11-10-50	Dec 2011	PAYMENT CHRISTMAS BONUS	75.00	75.00
20110660	2011-12-15	COASTAL PROPANE	10-2-24-70-10	37615	PAYMENT FIRE DEPT	664.51	697.20
20110661	2011-12-15	CORPORATE EXPRESS	10-2-12-11-00	29033256	PAYMENT BUSINESS CARD STOCK	67.22	70.53
20110662	2011-12-15	DELMAS CO-OP	10-2-81-90-00 10-2-71-89-00 10-2-12-99-60 10-2-52-00-00	169341 59011 60200 60200	PAYMENT SERVICE FEE NOVEMBER 2011 ENTRY KNOB + HANDSAW KEY CUT+LIGHT BULBS+WIRE CUP BR KEY CUT+LIGHT BULBS+WIRE CUP BR	6.00 76.31 14.76 38.39	141.83
20110663	2011-12-15	Ferretti, Sharon	10-2-11-10-50	Dec 2011	PAYMENT CHRISTMAS BONUS	75.00	75.00
20110664	2011-12-15	GOVERNMENT FINANCE OFFICERS ASS	10-3-73-90-00	1919	PAYMENT GFOABC MEMBERSHIP FEES 2012	186.81	196.00
20110665	2011-12-15	HORNIDGE, CORRINA	10-2-75-00-00 10-2-75-00-00	Dec 2011 Dec 2011	PAYMENT BREAKFAST WITH SANTA CHRISTMAS BREAKFAST WITH SANTA CHRISTMAS	7.85 26.71	36.26
20110666	2011-12-15	LOCAL GOVT MGMT ASSOC. OF BC	10-3-73-90-00	Dec 2011	PAYMENT LGMA MEMBERSHIP RENEWAL 2012	293.56	308.00
20110667	2011-12-15	MUNICIPAL INFORMATION SYSTEMS IN	10-3-73-90-00	20111450	PAYMENT SOFTWARE SUPPORT	290.25	304.52
20110668	2011-12-15	NELSON SMITH, PETER	10-2-11-10-50	Dec 2011	PAYMENT CHRISTMAS BONUS	75.00	75.00
20110669	2011-12-15	NORTH PACIFIC SEAPLANES LTD.	30-2-41-20-00	008455	PAYMENT SAMPLES	20.97	22.00
20110670	2011-12-15	OBSERVER PUBLISHING CO. LTD.	10-3-73-90-00	Dec 2011	PAYMENT INSERT IN HAIDA GWAI 2012	344.61	361.56
20110671	2011-12-15	SKEENA FUELS LTD.	10-2-31-90-00 30-2-41-40-10 40-2-42-90-60	14699 14699 14699	PAYMENT FUEL FUEL FUEL	76.03 76.04 38.02	190.09
20110672	2011-12-15	Thwaites, Carey	10-2-11-10-50	Dec 2011	PAYMENT CHRISTMAS BONUS	75.00	75.00
20110673	2011-12-15	VILLAGE OF PORT CLEMENTS	10-2-12-11-40 10-2-12-11-60 10-3-22-00-00 10-3-22-00-01	Dec 2011 Dec 2011 Dec 2011 Dec 2011	PAYMENT VOPC PETTY CASH VOPC PETTY CASH VOPC PETTY CASH VOPC PETTY CASH	34.89 116.65 5.65 7.91	165.10
20110674	2011-12-15	XEROX CANADA LTD.	10-2-12-11-00	G42936240	PAYMENT USAGE FEES NOVEMBER 2011	44.00	46.16
20110675	2011-12-15	Archie Stocker	10-2-71-89-40	446781	PAYMENT MALLARD ST RIGH OF WAY BRUSHING	1,500.00	1,500.00
20110676	2011-12-15	Kim Mushynsky	10-2-11-10-50	Dec 2011	PAYMENT CHRISTMAS BONUS	75.00	75.00
20110677	2011-12-15	Queen's Printer	10-2-12-13-00	32125952	PAYMENT ELECTION RESULTS ADVERTISEMENT	52.55	52.55

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VILLAGE OF PORT CLEMENTS
Cheque Listing For Council With GL Numbers

Page 2 of 2
2011-Dec-15
4:23:23 PM

Cheque	Date	Name	Expense GL Number	Invoice	Description	Invoice Amount	Cheque Amount
20110678	2011-12-15	Ridgeline Mechanical Ltd	30-2-41-40-00	184426	PAYMENT FIRE PUMP PRINTER	1,599.08	1,677.73
20110679	2011-12-15	Ridgeline Mechanical Ltd.	30-2-41-40-00	10-47	PAYMENT FIRE PUMP INSPECTION + DBL CHECK	1,067.50	1,120.00
20110680	2011-12-15	Walker Contracting, Jesse Walker	10-2-32-37-20	107412	PAYMENT RENNIE CREEK CLEANING	910.00	910.00
Total						8,249.53	

December 15, 2011

Colleen Beachy, Coordinator
Strong Start Program Age 0 – 6 year olds

Letter of Support Request

The Strong Start Program is applying to the Ministry of Community Sport and Cultural Development for a Grant to purchase age appropriate playground equipment for the 0 – 6 year olds. The Strong Start Program is requesting a Letter of Support from the Village of Port Clements for this request.

The funds needed for this purchase are in the range of \$23,000 to \$28,000. Currently the program has \$7,000 and in addition to that the School Board has approved \$1,000. The Strong Start Program will be applying for a grant in the amount of \$28,000.

Thank you for your time with this matter.
Strong Start Program
Colleen Beachy
Coordinator

NB-1