

SPECIAL
MEETING NOTICE
Monday, January 12th, 2009
Village Office 7:30pm

AGENDA

1. ADOPT AGENDA.
2. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS.

BA-1-Opening of RFP's-Wharf head re-decking

BA-2-Discussion of materials for the approach on Wharf ~~head~~.

BA-3- Grant application report-Sam Nath, Grant Writer.

BA-4-Review of business and residential Water & Sewer rates.

BA-5-Brainstorming about Future Community Economics.

3. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS

ADJOURNMENT



The Village of
PORT CLEMENTS

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Port Clements, B.C.
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REPORT TO COUNCIL

Author: Heather Nelson-Smith

Date: January 10, 2009

Subject: Wharf Decking

FYI on wharf decking funding

Wharf		
Funding		
Fed	70000	
GT	141883	
VOPC	30000	
	241883	
Spent on Decking to date	-13236	Fennel for guard rails
	-5000	Spikes
	-58550.4	Abfam Cedar deck
remaining	165096.60	
Local Cedar Decking	84572.8	Need to order Abfam
Leaves For install	80523.8	Both head and approach

Treated fir was quoted at \$61660.00

100523.00



site updated January 12, 2009 4:23 PM

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Port mayor loses his job in Western Forest Products layoff

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Port Clements mayor Cory Delves says a by-election will have to be called to replace him because he's going to have to leave the islands before his term ends in 2011.

Mr. Delves was one of eight office staff at Western Forest Products (and many others who work for Western's contractors) who found out last week they will no longer have jobs after the end of January.

He has worked for WFP for more than 20 years, but found out last Tuesday (Jan. 6), like all the others who rely on the logging company for their livelihoods, that he was no longer needed.

"By the end of 2009, I'll have moved on," he said.

Mr. Delves said he's disappointed that he won't be completing his term, but he doesn't think there are any other opportunities for him on the islands.

"I have to keep working," he said.

He said others at WFP are thinking of going off-island for work too and the question remains whether any of them will come back.

As mayor, he hopes to work with council to find some solutions to help people stay.

He said council has work planned in their budget for the year, which hopefully can go to local unemployed people.

"Anything that we can do to give people a bit of extra money. Employment insurance doesn't last forever."

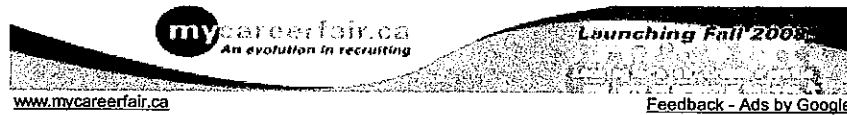
Mr. Delves has worked in the forest industry since 1977 and isn't sure what he'll do next, but staying on the islands is not in the cards. He's sorry he won't get the chance to enjoy the new Port multiplex and he'll have to give up his volunteer position with the fire department too.

"I've got to find similar work or make a career change and that won't be on the island," he said.

He and his wife own property in Quesnel, so they will move there, affecting another member of his family. His son currently rents from them, so he'll be getting his notice soon as well.

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Port Clements mayor may have to resign as layoffs hit forestry towns

BY GEORGE T. BAKER, PRINCE RUPERT DAILY NEWS JANUARY 10, 2009

The hurting northern resource economy may be about to claim a political victim in the form of Port Clements Mayor Cory Delves.

Delves said he may have to resign from his mayor's seat because he is about to become unemployed.

Delves is a contract supervisor for Western Forest Products Inc. (WFP) but will soon join many families across Haida Gwaii on the unemployment line after the company announced it is curtailing its operations on the Queen Charlotte Islands.

"I'll have to move on because there isn't much chance there will be work for me here," Delves said Wednesday from Port Clements.

Delves said a byelection could be run this year as he considers what next step he and his family should take.

"Obviously, for younger workers it will mean moving on, but for the older workers it could be far more devastating," said Delves.

The company has offered compensation packages to all of its management team on the Islands and has paid out contracted workers, but the loss of employment will be keenly felt on the Islands.

Port Clements, a small village on Graham Island, has about 440 people living and working in the community. According to Delves, about 50 households are dependent on WFP work, which has all but dried up.

Delves said that word on the street in Port Clements had not really begun to speak about WFP's decision because the company slipped the notice out during the late afternoon, but he expected word to make the rounds quickly. "It's not just the workers who are employed by WFP that are going to be affected, but the whole community -- shops, we just built a new school -- the whole area is going to be affected," said Delves.

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By George T. Baker, Prince Rupert Daily News January 10, 2009

The hurting northern resource economy may be about to claim a political victim in the form of Port Clements Mayor Cory Delves.

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MEMO

To: Mayor & Council

From: Sam Nath

Date: January 12, 2009

Re: Grant Applications

Resolutions for discussion:

- 1. Apply (first stage) for grants from the Coast Sustainability Trust for the concession stands (approximate estimated cost \$80,000). The Village will be able to leverage \$33,000 of the total cost*
- 2. Apply for grant from Towns for Tomorrow for upgrade of the sewage treatment facility (approximate estimated cost being worked on). The Towns for Tomorrow will grant 80% of the total cost if approved. The remaining 20% will have to be sought from other sources.*
- 3. Apply for a grant from Local Motion for cover~~all~~ for the two courts: tennis and hockey rink (approximate estimated cost \$507,000). An earlier estimate received for the cover-all was \$771,428.00. The Local Motion will grant 50% of the total cost if approved. The other 50% will have to be sought from other sources.*

The final numbers for the first two items are being worked on. The deadline for application for both items # 2 and # 3 is January 16th, 2009. The draft applications for all the three projects are in progress and are expected to be finalized by the deadline.

I have had discussions with the staff in the ministries and was assured that if some small pieces of the applications were delayed by a few days, the applications would still be considered.

Respectfully Submitted,

Sambhu Nath



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MEMO

To: Mayor & Council
From: Sambhu (Sam) Nath
Date: January 5, 2009
Re: Grant Applications : An Update

HAPPY NEW YEAR

I have extensively researched funding sources, and held discussions with funders which are ongoing.

The following is an update:

Grants applied for:

Furniture for council , administration	Gwaii Trust	\$10, 196.00 (approved)
Wharf deck replacement	Gwaii Trust	\$141,889.00 (approved)
Tourism Phase II grant	UBCM	\$16,832.60 (approved)
Active Communities	BC Parks and Recreation Association	\$5,000 (waiting for approval)

Projects Active:

Funding Source: Towns for Tomorrow:

Discussions were held with **Towns for Tomorrow** regarding two projects:

1. Sewage treatment Facility upgrade
2. Concession Stands

Work is in progress on draft applications including **cost estimates** for these projects. For populations under 5,000, the Towns for Tomorrow has a maximum grant of \$ 400,000 on a 80/20 basis, i.e., the proponent has to come up with 20% of the total cost.

The **deadline** for the application is **January 16th, 2009.**

BA-3
~~Lata BA 1~~

Towns for Tomorrow will accept only one grant application at a time. Council's direction is needed as to which of the above two projects should be applied for the first time. It is not known at this time when there will be an intake of second round of applications. "Shelf-ready" applications are to be prepared for both the projects as well as applications for grant to the Gwaii Trust for the 20% of the total costs.

In view of the timeline, a council resolution is required in support of the grant application to Towns for Tomorrow for the first prioritized project.

Funding Source: Local Motion

Discussions were held with Local Motion for grant application to cover the tennis court and the roller hockey rink for all weather use.

The projects are funded up to \$1,000,000 on a 50/50 basis.

This is the last round of funding from Local Motion. No more grants will be available from this grant program. The deadline for application is January 16th, 2009.

Preparation of draft application including cost estimate for the project is under way.

A council resolution is required for the application to Local Motion. Grant application for the other 50% cost of the project will be prepared at a date appropriate for Gwaii Trust programs.

Cycling Infrastructure Partnership Program (CIPP)

Island-wide Bike Path

Preliminary discussions regarding this project were held with my colleagues from the City of Calgary. Information and consultation was also sought from the cities of Edmonton and Victoria.

I have reviewed the following documents:

"Bicycle Master Planter Plan : Integrating Cycling & Changing for a Better Future", City of Victoria

"Mutli-use Trail Corridor Study...a strategy for development", City of Edmonton.

Conversations were held, and emails were also exchanged with Terry Vulcano of the Skeena-Queen Charlotte Regional District.

The maximum amount of provincial assistance approved for any one project under CIPP is \$250,000. It was suggested in my preliminary exploratory discussions with the provincial government that the three communities can separately apply, Thus there can be 3 times \$250,000 monies available for the project.

I have made a request thru Heather for a meeting with the Department of Highway. They must approve the project before the application can proceed.

Work on this project is in progress. Further discussions with CIPP are underway. Consultations and engagement of stakeholders will be sought as appropriate.

Various aspects of the projects are still under consideration and development, e.g., feasibility study, etc.

The deadline for the grant application is January 30, 2009.

Local motion is also a potential source of funding.

I expect to have further

Projects Pending:

\$400, 000 over budget for the water treatment plant

Paving of Grouse / Jasper road (Repaving with the Highways when they do it from Masset to Port next year...Grouse road -all unpaved grouse to be repaired and flared at industrial road). Also repave Tingley but not until water distribution line is done

School Community Connections Program

Garth Johnson ATV friendly community

Port Clements Community Plan

It came up in my discussions with the staff in Victoria that in view of the economic melt-down, there may be more funding for infrastructure projects available as a result of the upcoming federal budget January 27th.

Respectfully,

Sam



GOLDEN SPRUCE MOTEL

2 Grouse Street
Port Clements, BC V0T 1R0

T 250-557-4325
F 250-557-4502
info@goldenspruce.ca

<http://www.goldenspruce.ca>

*Jan 12
agenda*

December 14, 2008
Economic Impact
Village of Port Clements
P.O. Box 198
Port Clements, BC V0T1R0

Dear Heather Nelson-Smith,

Unfortunately, a lot of people and businesses have to deal with the worldwide economic downturn and our Islands are affected as well.

As business owner and operator I have to take actions in order to try that my business can survive.

One of the actions is to lower my operating cost's until the situation improves.

Therefore I request that the following adjustments are made to my water and sewer rates starting January first until I recall or reinstate the full service of my operation.

Laundromat: Reduced to 1 washer

Motel: Reduced to 6 Units (3 Kitchenette plus 3 Standard Units)

Breakfast Restaurant: 80% reduction of current rates

I still try to maintain a certain degree of service to our citizens and community and hope that the Village of Port Clements can accommodate those needs.

Sincerely yours,

Urs Thomas

*BA-4
C-5*

SCHEDULE "A"

Attached to and forming part of Water Rates Bylaw No. 344

User Rate Categories:	Rate/Month
1. Single Family Residence including Mobile Homes Each Dwelling Unit	\$ 19.00
2. Duplex / Apartments / Suites Up to and including Four (4) units per property (Each Unit) Each Unit over and above Four (4) per property	\$ 19.00 \$ 12.50
3. Hotels / Motels, Lodging Houses, B&Bs etc. Each sleeping unit Each Unit with Kitchen	\$ 3.50 \$ 4.75
4. Cafes / Restaurants, Liquor Primary Establishments Up to 20 seats capacity Greater than 20 seat capacity	\$ 28.00 \$ 33.00
5. Commercial / Rental Establishment Including but not limited to: garage / service Station, retail store, hair salon Less than 2500 ft ² Greater than 2500 ft ²	\$ 18.00 \$ 29.00
6. Schools, each classroom	\$ 18.00
7. Hospitals / Clinics, each bed	\$ 3.50
8. Church	\$ 18.00
9. Laundromat, each washing machine	\$ 10.00
10. Industrial Use Fish Processing - max. 2" service Other Manufacturing - max. 1" service	\$ 50.00 \$ 28.00
11. Any other use not listed above	\$ 19.00

SCHEDULE "A"

Attached to and forming part of Sewer Rates Bylaw No. 345

User Rate Categories:	Rate/Month
1. Single Family Residence including Mobile Home Each Dwelling Unit	\$ 11.00
2. Duplex / Apartments / Suites Up to and including Four (4) units per property (Each Unit) Each Unit over and above Four (4) per property	\$ 11.00 \$ 7.50
3. Hotels / Motels, Lodging Houses, B&Bs etc. Each sleeping unit Each unit with kitchen facility	\$ 3.00 \$ 4.00
4. Cafes / Restaurants/ Liquor Primary Establishments Up to 20 seat capacity Greater than 20 seat capacity	\$ 17.00 \$ 21.00
5. Commercial / Rental Establishment Including but not limited to: garage / service Station, retail store, hair salon Less than 2500 ft ² Greater than 2501 ft ²	\$ 11.00 \$ 20.00
6. Schools, each classroom	\$ 11.00
7. Hospitals / Clinics, each bed	\$ 3.00
8. Church	\$ 11.00
9. Laundromat, each washing machine	\$ 6.00
10. Industrial Use Fish Processing - max. 2" service Other Manufacturing - max 1" service	\$ 28.00 \$ 13.00
11. Any other use not listed above	\$ 11.00



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REPORT TO COUNCIL

Author: Heather Nelson-Smith
Date: January 10, 2009
Re: Utility Billing Complaints

Background:

With the recent letter from the Golden Spruce Motel and Concerns from the past Council is pressed to consider the following.
(background materials attached)

Reducing charges for Commercial and multiple family residences establishments with the absence of water metering.

Water meters when last researched in 2007 were up to \$800 per unit plus the cost of the metering device to bill which at that time was \$11,000. Most municipalities charge the rate payer for these costs and given that we have 2 businesses that have multiple businesses within one entity it is not feasible that they are willing to pay for these costs. Administration has been researching grants for the entire community to have water meters.

Charging per occupancy

This has been researched in the past and it has been found that in the past owners have not informed the Village of the increased usage. This results in owners having a reduced bill for single occupancy and not paying for what is being used.

A property owner who has multiple billings with one shut off could be charged an administration fee to reduce the costs being billed and as with regular water shut offs could be only viable to have a "shut off" as long as the property is vacant for a 3 month period. As it is understood that no physical shut off valve is accessed the charges could be reduced for this on secondary units. Say \$30.00 administration charge (example)

For the Golden Spruce Motel this reduction to his billing would be a \$30.00 charge and the billing going forward would be:

Per Quarter	Currently	New
Motel 6 with kitchen	157.50	78.75
Laundry Mat	96.00	48.00
Café up to 20 seats	135.00	135.00

(we currently do not have a half rate for this)
Savings of \$126.75 per quarter

As stated in previous correspondence it would be the property owners responsibility to inform of change in occupancy and if not done penalties should be considered.

Respectfully submitted



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REPORT TO COUNCIL

Author: Heather Nelson-Smith
Date: March 30, 2006
Re: Utility Billing Complaints

Background:

In 2004 corrective billing on water and sewer fees was implemented after finding the bylaw that was written in 1992 but never enforced.

At that time many local business owners went from paying for a basic residential service to being billed correctly as per the bylaw. At that time previous Council researched what was done in other communities and found our rates to be similar to most communities.

Previous Council addressed billing people with multiple dwellings with one water shut off i.e.: a basement suite or apartment. They stated that since there are no individual curb stops to each dwelling we are unable to shut off the water and therefore must be billed upon suite and not occupancy.

At the time the Clerk/Treasurer put forward the following idea to deal with this concern:

- The Village could impose a fee for “shut off” water to a suite, and although there can’t be a physical shut off, the charge would reflect the cost to administer changes to the billing. If this were imposed I would suggest that it’s the property owner’s responsibility to inform the Village of tenancy, and failing to do so would result in a fine, such as double the regular bill.

The idea was considered but never passed.

Utility billing from the administrative point of view is very time consuming having to go through every property each quarter to make sure the proper billing has occurred; if the Village were to change billing to occupancy for each suite this will cost more money in administration.

Please find attached Report to Council July 2004 & Council Minutes August 3rd, 2004

Respectfully submitted

Minutes of the regular meeting of Council held Monday Aug 3rd, 2004 in the Village of Port Clements Council Chambers.

Present:

Mayor Lore

Councillor Johnson

Councillor Waring

Clerk/Treasurer Dana Schmidt

Press and Public

1. ADOPT AGENDA

It was moved by Councillor Johnson, seconded by Councillor Waring to adopt the agenda as circulated.

Carried.

2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS

D-1 Larry Brealey – Water & Sewer User Fees

Mr. Brealey presented Council with a letter regarding the reconsideration of utility user fees signed by some Port Clements residents and business owners. Mr. Brealey also expressed concerns about unoccupied suites.

D-2 Urs Thomas – Water & Sewer User Fees

Mr. Thomas reported that affected property owners met Friday July 30th to discuss utility rates. He also requested that Council consider metering water for commercial premises.

D-3 Myrna Ahern - Water & Sewer User Fees

Ms. Ahern stated that she believes a small increase to all utility users would be more reasonable than charging the rates of the current bylaw to the heavy consumers.

The community members in attendance also expressed concerns with regards to: the car wash rate, greenhouses, and suites in existence that are not being charged.

M-1

2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS
cont'd

Council made the following comments:

- The residential consumers were subsidizing the commercial premises that were not paying according to the bylaw.
- Property owners would want refunds if they were being overcharged, therefore, retroactive billing for 2004 alone is more than equitable.
- There have been no rate increases in 11 years for utilities.
- The Village uses lower multiples for commercial taxes in Port Clements than almost anywhere else in the province.
- The Village has researched implementing water meters in the past and found them too expensive.
- Water meters will reduce charges for very few customers because they will increase the operational costs of the utilities – the Village will have to collect more revenue to operate the existing system.
- The Village will investigate the legality of not billing as per the current bylaws for the first two quarters of the year.

3. MINUTES

M-1-Council Meeting July 19, 2004

It was moved by Councillor Johnson, seconded by Councillor Waring to adopt the July 19th, 2004 minutes as circulated.

Carried.

4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS

BA-1 Ministry of Sustainable Resource Management – Crown Grants
Councillor Johnson requested 2 copies of the procedure package.

5. ORIGINAL CORRESPONDENCE

C-1 UBCM – Riparian Areas Regulation

It was moved by Councillor Waring, seconded by Councillor Johnson to receive and obtain a copy of the Riparian Areas Regulation to be kept on file.

Carried.

C-2 BC Hydro – Fire Preparedness Planning

It was moved by Councillor Johnson, seconded by Councillor Waring to refer the BC Hydro Fire Preparedness Planning information to the Emergency Planning Committee Coordinator.

Carried.

5. ORIGINAL CORRESPONDENCE cont'd

C-3 Smart Growth BC – Supporting Municipality Membership

It was moved by Councillor Johnson, seconded by Councillor Waring to receive and file for information.

Carried.

C-4 Environmental Operators Certification Program – Education Requirements

It was moved by Councillor Johnson, seconded by Councillor Waring that the BCWWA be requested to consider holding courses on the Island or in Prince Rupert.

Carried.

6. GOVERNMENT

7. FINANCE

F-1-Cheque Listing to July 30th, 2004

It was moved by Councillor Waring, seconded by Councillor Johnson to accept the July 30th cheque listing.

Carried.

F-2 June 30th General Operating Bank Statement

It was moved by Councillor Johnson, seconded by Councillor Waring to receive the June 30th 2004 bank statement.

Carried.

8. NEW BUSINESS

9. REPORTS AND DISCUSSIONS

Councillor Waring reported on the last ISWAC meeting. Islanders can now recycle batteries, however, there is a cost per kilo for doing so.

Councillor Johnson reported that there will be a rally at the Ministry of Forests office Friday August 6th at 9am.


Mayor Lore suggested that Claudette Lavoie be invited to the next regular Council meeting to discuss the Tri-Council's letter to the Northwest Community College regarding on-island education programs. Mayor Lore also reported that Ian Hetman is the new Area D Director on the Regional District Board.

The Administrator reported that the mapping computer is being tested for operating the financial program. If there are no problems the computer will be moved to the front office.

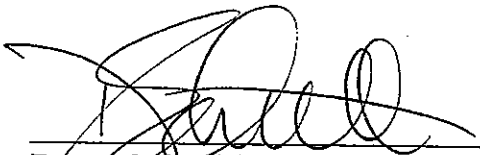
10. QUESTIONS FROM THE PRESS

ADJOURNMENT

Councillor Johnson moved that the meeting be adjourned at 8:45 pm.



Dale Lore
Mayor



Dana Schmidt
Clerk/Treasurer



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REPORT TO COUNCIL

Author: Dana Schmidt, Clerk/Treasurer

Date: July 28, 2004

Subject: Utility Billings Complaints

Resolutions for Discussion:

Motion to notify property owners that the 2004 user fee billings to date are in accordance with current bylaws and are due and payable to the Village.

AND

Motion to instruct administration to fully research and report to Council on flat rate fee structures across the province for the purpose of amending Bylaw Nos. 236 and 243.

Background:

I am attempting to address the many issues that have been discussed since the corrective utility billing was mailed out earlier this month. For your reference, I have attached the response to the Golden Spruce Motel that has already been mailed.

Issue #1 Unoccupied Suite

I have been told that deals have been made with previous Clerks (which Clerk, I don't know) and / or previous Councils (which Council, I don't know) but have found no paper trail for back up.

Some home owners with suites believe they should not have to pay for unoccupied suites, however, the Village cannot disconnect the suites, and therefore has no knowledge of or way of tracking the unoccupied units. This differs from a single family dwelling, when an owner can pay

a \$50 shut off fee, and then is no longer billed for the residence (in this case they have to request that the water is turned on again, triggering the fees).

As an example, an apartment building owner has told me that he had a “deal” to only pay for occupied units. Although 5 units are currently occupied, he was being billed for 2 units. Billing history shows that since at least 2001, each quarterly bill was for 2 units. The likelihood that there haven’t been multiple changes in occupancy over the past 3 years is extremely low. It should not be the responsibility of Village administration to determine occupancy, yet obviously owners are not advising the Village. This also raises the question of mid-quarter changes in occupancy. The billing process could become very burdensome if it is the administration’s obligation to not only determine occupancy, but also adjust for individual months within each quarter. As another example, one property owner informed Village staff that he didn’t feel he should be billed for an unoccupied suite (empty for 2 years, but available for rent), while also informing staff, that he hadn’t been billed for a suite (that staff were unaware existed) on a separate property that is currently occupied. This is another example of a property owner not advising the Village of a suite, again attempting to put the onus on administration to know what’s being rented, for what period of time. I should also point out that it is the property owner’s responsibility to know, understand, and / or question the bylaws that pertain to their property.

Issue #2 Multiple Rate Categories

Residents have raised the issue of being charged in more than one rate classification. For example, a single family dwelling being used as a boarding house. The charges applied on the correct bill were: for a single family residence (\$18/mth water, \$11/ month sewer) and boarding rooms (\$3.50/mth/room water, \$3.00/mth/room sewer). Originally this residence was only being charged as a single family residence. One argument posed was that the owner’s room should be charged a room rate and there should be no charge for a single family residence. The logic of this argument is absent – offering rooms to boarders does not negate the fact that the building is a residence first and foremost. Also, in this specific case, the charge for a four room boarding house would be significantly lower (11.5%) than a single family residence charge, again lacking logic. There is no difference between this situation and a circumstance of a residence with a commercial undertaking (for example a house with a café in the front room) being charged under 2 rate categories.

Issue #3 Legality of Correcting Previous Bills

I have been asked if it is legal to correct and adjust the first quarter bills for 2004. The simple answer is yes. The rate bylaws were adopted in public meetings under the provisions of the Municipal Act and are in force until they are amended or repealed. Whether billed or not, property owners owe the fees set by law.

Previous discussions and/or “deals” with Clerks or even with Councils are not, strictly speaking, legal. The fee bylaws are law, and if open to interpretation should be amended or repealed, otherwise there is no way to ensure that they are being applied evenly throughout the Village. Since the bylaws were not amended or repealed to reflect intent of miscellaneous discussions, the Village administration has no choice but to enforce the bylaws as written.

The question of fairness has been raised. The truth is that flat rates are not fair, there is no reflection of how many people reside in a residence, how many plates are washed in a restaurant, or intentions of water conservation. However, an elected Council adopted these bylaws in open public meetings using their best judgement. Please also note that although it is conceivable that meters could be installed with grant funds, the operating costs of a metered system would increase the user rates substantially. Also worth noting are the problems that other communities have encountered during and after installation that have cost taxpayers substantially, such as improper install causing leakage, broken lines, and broken meters.

Finally, the Village has held the utility fees at the same rates for over 10 years, despite the drop in gross revenue. I believe this illustrates the Village’s determination to not overburden their taxpayers.

Options:

There are many options, although it’s doubtful that any option will resolve the issues for everyone.

The bylaws could remain in force, without amendment, and applied as written.

The residential property classification could be amended to one flat rate, no matter how many suites or dwellings. (The simplest way to administer)

The Village could impose a fee for “shut off” of water to a suite, and although there can’t be a physical shut off, the charge would reflect the cost to administer changes to the billing. If this were imposed I would suggest that it is the property owner’s responsibility to inform the

Village of tenancy, and failing to do so should result in a fine, such as double the regular bill.

The Village could reduce the rates per unit for multi-family dwellings of less than five units and keep occupancy out of the equation. (Also, simple to administer)

The administration could spend more time researching how other communities are dealing with these issues for Council's consideration at a future meeting. (From what I have seen to date, some communities are charging equal rates for residential units whether single family dwellings or 4-plexes, some have reduced rates for extra dwellings on a single property, NONE of the bylaws have determined occupancy for user fees)

Respectfully submitted,



The Village of
PORT CLEMENTS

P.O. Box 198
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REPORT TO COUNCIL

Author: Heather Nelson-Smith

Date: January 10, 2009

Re: Economic issues

With the recent indefinite shut down the Village can offer some employment within the Village.

Some projects we can focus on that can utilize local labour are:

Alder removal around the community

Ditching

Paint and new roof at Clinic

New fence around sewage lagoon

Fencing in compound around water plant

Mezzanine in Big Blue shed (formally wharf shed)

Decking of wharf (funding confirmed)

Grants applying for:

Concession stands

Cover for tennis courts and hockey rink

Bike path

Sewage upgrade (although this would not require labour)

Of the approximate \$460,000 in the general reserve \$318000 is slated for the Multi Purpose building leaving approximately (less fixed reserves and wharf commitment) \$78313.00 in account. Keeping in mind it is required to amortize assets which will restrict this amount of money to those held costs. I will also have a better grasp on the fund in March after the audit.

There are funding programs for trail building through the community development trust

Other projects Council could consider are railing replacement of the wharf, painting of wharf. Brushing and ongoing clean up of the trails and parks.

Respectfully submitted


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[B.C. Home](#) [Community Development](#) [Community Development Trust](#) [Job Opportunities Program](#)

COMMUNITY DEVELOPMENT TRUST

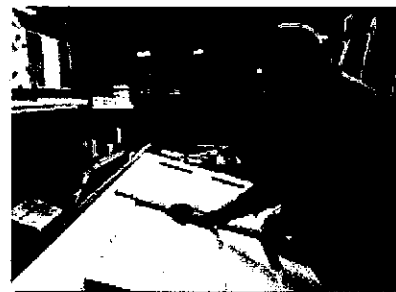
Job Opportunities Program

[Eligibility and Submission Process](#)

[Project Status Update - New!](#)

What is the Job Opportunities Program?

The Community Development Trust Job Opportunities Program funds projects providing short-term employment for unemployed forest workers in forest-dependent communities affected by job losses due to forest sector market conditions.



Who can apply for funding?

The Job Opportunities program provides funding to communities, organizations, forest licensees and contractors. Only these groups are eligible to apply.

Individual unemployed forest workers may contact proponents for job opportunities created under this program once proponents begin hiring after receiving funding approval.

What are the objectives and principles of the Job Opportunities Program?

The Job Opportunities Program creates short-term forest management-type job opportunities in or near forest-dependent communities in order to assist laid off workers directly employed in the forest industry.

Activities funded under the program are consistent with Canada's obligations under all of its international trade treaties (including the Softwood Lumber Agreement). Forest license holders' obligations are not relieved or displaced by activities funded through the program.

Eligible unemployed forest workers have the right of first refusal on job opportunities created through the program and are paid at rates appropriate to the skills and qualifications required for the work.

What are the major characteristics of the Job Opportunities Program?

Funding: \$26.25 million is available over three years, beginning in 2008/09, for eligible proponents to undertake eligible activities, on publicly owned and crown lands. Of this funding \$2 million was allocated to the communities of Mackenzie and Fort St. James in the first year.

Eligible proponents:

- A forest-dependent community or organization
- A forest licensee or forest contractor working in cooperation with a forest-dependent community

Forest-dependent communities:

- Mackenzie and Fort St. James – based on the high forest income dependency and the significant job loss in these communities, staff from the Ministry of Community Development and the Ministry of Forests and Range are working directly with these two communities to identify job opportunities for affected forest workers.
- Other forest-dependent communities self-select for program eligibility based on guidelines associated with the level of forest income dependency and forest sector employment lost.

Eligible activities may include:

- Fuel management
- Recreation site and trail management
- Silviculture (e.g. brushing, spacing, planting)
- Stream restoration
- Ecosystem and range restoration

Note: This program is not intended to support the initiation or continuation of business ventures.

Proposal process:

(For forest-dependent communities other than Mackenzie and Fort St. James)

- Eligible applicants submit a project proposal, indicating the type of activity, location, number of unemployed forest workers to be hired, professional oversight, timelines, budget (including administration costs, operating costs, and unemployed forest worker wages), standards for implementing and evaluating the project, and expected deliverables and outcomes of the project.
- Where these submissions meet program principles, objectives and selection criteria, proponents are contacted by program staff to ensure the proposal contains all information required (such as approvals, permits, prescriptions, and First Nations information sharing) for final adjudication and a decision.

How does an eligible proponent submit a project proposal?

Instructions and further information regarding the process for submitting a project proposal, including criteria, standards and timelines can be found by referring to both the [Eligibility and Submission Process](#) and the [Project Proposal Guide](#).

If you require additional information concerning the Community Development Trust:

- 1-877-238-8882 from outside Greater Victoria
- 250-387-5349 from Greater Victoria
- email: cdt@gov.bc.ca

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Cash on Hand at December 31, 2008

CIBC	\$765,998.14	
MFA	\$238,937.00	
Total Cahs OH	\$1,004,935.14	
Less Commitments		
Sewer	-\$90,221.19	
Water	-\$100,433.12	Committed to Pump House
Deffered Revenue	-\$105,521.72	
Late commers Ind Road	-\$22,157.24	
Planning fund	-\$6,529.32	
Community hall	-\$19,000.00	Committed to MPBC
Land reserve	-\$49,233.63	Committed to MPBC
Rec Commission reserve	-\$2,000.00	
Wharf	-\$30,000.00	
MPBC	-\$280,255.00	
Payments to be made on 2008	-\$27,624.00	
GST Receiveable		
Total Commitments	-\$705,351.22	
Cash on Hand	\$299,583.92	Approximation only

Replaces Paragraph 3

BA-5